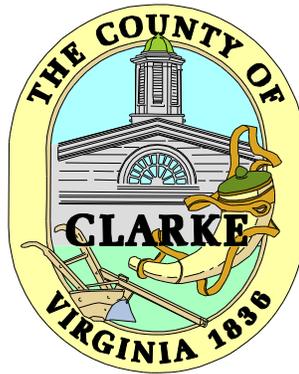


Clarke County Board of Supervisors



Regular Meeting Packet

April 15, 2014



Clarke County Board of Supervisors Regular Meeting Agenda

Main Meeting Room Berryville / Clarke County Government Center
101 Chalmers Court, 2nd Floor, Berryville, Virginia

April 15, 2014

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Item

Afternoon Session 1:00 PM

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- Superintendent Search Update by School Board Member Janet Alger and Brad Draeger	
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7. SUP-13-02/SP-13-08, Gina Schaecher (Happy Tails Development LLC) Continued Board Discussion	34
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A. Closed Session: Action: Information Only	328
B. Expiration of Term for appointments expiring through June 2013. Action: The Committee recommends appointment of:	330
- Kevin Dunbar Clarke to the County Library Advisory Council for a term expiring April 15, 2018.	
- Upon the unanimous recommendation of the Clarke County Planning Commission, the re-appointment of Doug Kruhm for a term expiring April 30, 2014.	
C. Clarke County General Government Pay and Classification Study and Procurement Personnel Policy Revision and Update by David Ash. Action: Information only.	329
11. Board of Supervisors Work Session	340
A. Closed Session with Robert Mitchell pursuant to §2.2-3711-A7. Action: Information only.	340
B. Draft 2014 Town of Berryville & Clarke County Bicycle and Pedestrian Plan. Action: Information only.	343
C. Stormwater Management Program Update by Brandon Stidham. Action: Information only.	392

Note: The order in which Agenda items are considered may be changed to assure that public hearings are started as close as possible to the scheduled time

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Clarke County Board of Supervisors Regular Meeting Agenda

Main Meeting Room Berryville / Clarke County Government Center
101 Chalmers Court, 2nd Floor, Berryville, Virginia

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D. Budget Impasse Resolution by J. Michael Hobert. Action: The Board took action at the 04/07/2014 Work Session.		405
E. White Post Dairy Update by Alison Teetor. Action: Alison Teetor will provide draft letters for consideration by the Board.		409
F. Fire and EMS – Implementation of Workgroup Recommendations Update by David Ash and Brandon Stidham. Action: Update and Board review moved from the 04/07/2014 Work Session to the Regular Meeting.		421
G. Identify CCPS Discussion Issues. Action: See Agenda Item 5.		342
12. Board of Supervisors Finance Committee Items		434
1. Clarke County Sanitary Authority Sewer Fund projection. Action: Mike Legge will be on hand to describe the actions the CCSA has taken to minimize this deficit.		435
2. FY2014 Supplemental Appropriation. Action: The Finance Committee recommends approval of "Be it resolved that Conservation Easement Fund budgeted expenditures and appropriations be increased \$69,600, that \$34,800 in Commonwealth revenue from VDACS be recognized, and that local tax funding of \$34,800 be recognized from the existing balance of the Fund, all for the purchase of the Bailey conservation easement."		437
3. Park Van Donation. Action: The Finance Committee recommends approval of "Be it resolved that the 15 passenger van formerly used by Parks and Recreation, and valued at \$1,000, be donated to Cooperative Extension agency, and that Joint Administrative Services be directed to process no payments for operating costs (fuel, repairs, insurance, etc.) related to the future operation of this vehicle."		438
4. FY2015 Budget. Action: Information only.		434
5. Acceptance of March Bills and Claims. Action: The Finance Committee recommends acceptance.		439
6. Standing Reports. Action: Information Only.		
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13. Joint Administrative Services Board Update		481
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15. Miscellaneous		496
16. Summary Of Required Action		497
17. Board Member Committee Status Reports		498
18. Closed Session [as necessary]		

Note: The order in which Agenda items are considered may be changed to assure that public hearings are started as close as possible to the scheduled time

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Clarke County Board of Supervisors Regular Meeting Agenda

Main Meeting Room Berryville / Clarke County Government Center
101 Chalmers Court, 2nd Floor, Berryville, Virginia

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19. Adjournment		499

No Evening Session Scheduled

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Note: The order in which Agenda items are considered may be changed to assure that public hearings are started as close as possible to the scheduled time

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Clarke County Board of Supervisors

WE CLARKE COUNTY BOARD OF SUPERVISORS REGULAR MEETING PACKET APRIL 15, 2014

Call To Order

Clarke County Board of Supervisors

Adoption of Agenda

Clarke County Board of Supervisors

Citizen Comment Period

Clarke County Board of Supervisors

VDOT

Clarke County Board of Supervisors

Clarke County Public Schools School Board Update



County of Clarke
David Ash, County Administrator

To: Clarke County Board of Supervisors

Date: April 15, 2014

Special Event Permit Application Full Moon Field Festival, 1691 Swimley Road,
Berryville

Applicant / Event Director: Jennifer Cossette, Event Organizer [Douglas Malick
additional contact]

Medium Event: 500 to 999 persons attending

Date: June 21, 22, 23, 2014; 2015 and 2016

History: Three small [150 to 499] festivals have been conducted at this location beginning 2010. Following public hearing April 16, 2013, the Supervisors approved a medium-size [500 to 999] event at this location. No objections or complaints have been received for any of these events.

Recommendation: Approve multi-year medium event application contingent upon receipt of Insurance Endorsement Naming County as Additional Insured.

§ 57.6. Action on applications. b) For Medium Special Events, ... public agency shall respond with comments and/or agency approval within 45 calendar days. Failure to respond within 45 calendar days shall be deemed approval by the agency.

The Board shall consider the application and agency comments and shall approve the application, incorporating such reasonable terms and conditions as may be established, deny the application, or set a public hearing on the application for the next regular meeting of the Board. If a public hearing is set, after the public hearing at the next regular meeting, the Board shall approve the application, incorporating such reasonable terms and conditions as may be established or deny the application.

The Board may approve any number of Special Events for multiple years at the same location.



**County of Clarke
Special Event Permit Application
Code of Clarke County Chapter 57**

Full Moon Field Festival

Name of Event

1691 Swimley Rd, Berryville Va

Location of Event

Jennifer Cossette

Applicant Name and Organization if applicable [Please Print]

Same

Applicant/Organization Address [Please Print]

540-955-5636

Telephone No.

Fax No.

Ponytogo6@yahoo.c

Email/Address

Date[s]: June 21st - 23rd

Event No.: 3 (2nd multi yr)

If submitting application for multiple events, please number [1, 2, 3, etc.]

Estimate the number of Attendees (Maximum expected) 999

Total expected over entire timeframe, not the maximum at any one time. When calculating the number of persons attending an event, Code 57-2: Persons Attending an Event – The number of participants and spectators that is the cumulative total number of people entering the site of a Special Event on an Event Day. For Events with multiple consecutive Event Days, the Day with the greatest number of persons attending shall be used to determine whether an Event is Small, Medium, or Large.

Special Event Type and Permit Fees

Yes No Multiple Events: Note: Multiple Event applications for special event permits may be submitted together for a single parcel of property.

Yes No Multiple Year [3-Year Limit – Current Year plus two]: Note: No application for a special event may be filed more than one year before an event is to be held or before the first Event Day for applications for multiple special event permits, except for an application for a special event that is substantially the same as a special event that has been previously approved and conducted.

For Multiple Years

1. For a previously approved multi-year event, any change in the size, scope, date, location or change in ownership of property or management of the event constitutes cause for review. There is a \$100 Fee for review.
2. Applicants approved for more than a single event shall be required to sign an agreement prepared by the County attorney agreeing to the conditions set forth and further agreeing to provide the County Administrator with written notice, not less than 30 days in advance of each subsequent event that contains the names and current contact numbers of all:
 - Event management personnel,
 - Vendors,
 - Caterers,
 - Public safety providers, and/or
 - Contracted services

3rd
Approved
Year ☺

Yes No Has this/these event[s] been previously approved by the Board of Supervisors?

Type	Event	No. Events In Application	Fee
<input type="checkbox"/>	Small Special Event – Special Events for 150 to 499 persons attending five [5] or fewer event days per calendar year.	One [1] Event Application Two [2] or More Events In An Application Up to Five [5]	\$100 \$100 1st Event Application \$50 Each Event 2-5 / Each Year 2-3
<input type="checkbox"/>	Medium Special Event – Special Events for <u>150 to 499</u> persons attending with <u>six [6] or more event days</u> in a calendar year.	One [1] Event in Application Two [2] or More Events In An Application	\$100 \$100 1st Event Application \$50 Each Event 2-9 / Each Year 2-3 + Cost of Public Hearing Notice
<input checked="" type="checkbox"/>	Medium Special Event – Special Events for <u>500 to 999</u> persons attending	Each Event Application	\$250 \$100 Each Year 2-3 ✓ + Cost of Public Hearing Notice
<input type="checkbox"/>	Large Special Event – Special Events of 1000 or more persons attending an event.	Each Event Application	\$500 \$100 Each Year 2-3 + Cost of Public Hearing Notice

Instructions and Notes:

- ✓ Make checks payable to Clarke County Treasurer.
- ✓ Attach check or receipt from the Treasurer with this form and include with application. If submitting for two or more events, attach to first event application only.
- ✓ Payment of the Special Event Permit Fee shall not eliminate or substitute for any requirement for any business license or any other permit(s) that may be required by any federal, state, or local statutes, ordinances, rules, or regulations. Applicants are responsible for insuring that all such permits, licenses, and certificates are obtained from the appropriate authority.
- ✓ Fees paid are non-refundable and not transferable to other activities
- ✓ An application for a Small Special Event shall be submitted at least 30 calendar days before the date of the Event to allow for review of the application.
- ✓ An application for a Medium or Large Special event shall be submitted at least 120 calendar days before the date of the Event in order to allow for review of the application.

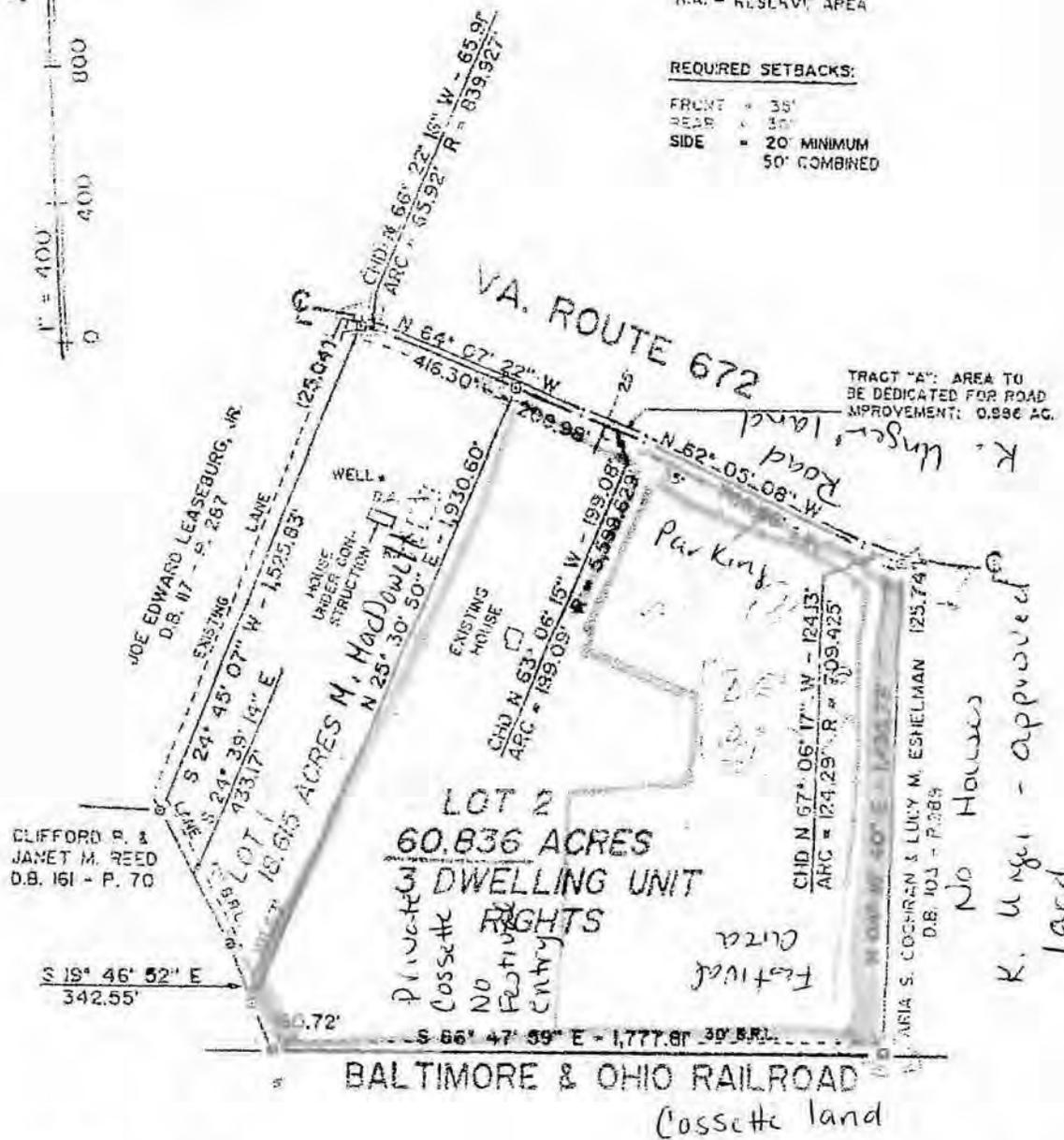
§ 57-4 Scaled Drawing

- Medium and Large Events – attach drawing depicting the following: Small Event: Not required.
- (a) The areas for performances or activities and for grandstands or seats, showing the location of all aisles for pedestrian travel and other crowd-control measures.
 - (b) All physical facilities existing or to be constructed on the premises, including, but not limited to, fences, ticket booths, grandstands, and stages.

C. - COUNCIL PROPERTY
 D. - DRAINAGE AREA
 D.A. - DRAINAGE AREA
 R.A. - RESERVATION AREA

REQUIRED SETBACKS:

FRONT = 35'
 REAR = 35'
 SIDE = 20' MINIMUM
 50' COMBINED



CLIFFORD P. & JANET M. REED
D.B. 161 - P. 70

S 19° 46' 52" E
342.55'

LOT 2
 60.836 ACRES
 DWELLING UNIT
 Private
 Cossitte
 No
 Festival
 Area
 RIGHTS

No Houses
 K. Unger - approved
 land

AREA TABULATION:

PRIOR CONVEYANCES:	0.000 ACRES
AREA TO BE DEDICATED	0.986 ACRES
LOT 1	18.615 ACRES
LOT 2	60.836 ACRES
AREA REMAINING IN PARENT TRACT	0.000 ACRES
TOTAL	80.437 ACRES



Kenny Unger
 Mark MacDowell
 Festival
 Cossitte

- (c) The location, capacity, and nature of all temporary lighting, sound, and public address facilities.
- (d) The location, capacity, and nature of all temporary water, toilet, and all other public health-related facilities.
- (e) Vehicle ingress, egress, and parking plan, to include emergency vehicle access.

§ 57.7. Special Event Requirements

All Special Events shall comply with the following terms, conditions, and requirements, unless express exception is requested and granted in any permit issued. The Administrator may waive any of the following for Small Special Events based on circumstances unique to the proposed event.

Instructions: Answer all the following. Enter NA if you do not think issue is applicable. If completing the form on a computer place your answers in the blanks provided. If completing the form manually, attach a separate piece of paper and answer the questions in order.

Note: Application is complete only when the applicant has provided all applicable approvals to County Administration.

General Information:

a) Event hours. Unless specifically approved by the reviewing entity, no stage presentation, music, dance, or other performance or activity shall take place at a special event between the hours of 12:00 am and 7:00 am.

Date(s) and time(s) of the event: _____ 9AM - 12AM

If multiple days, which day do you anticipate to have the highest attendance and an estimate of attendance:

_____ Saturday 999

b) Admission regulated. The applicant shall regulate admission by ticket or other means acceptable to the County, so as to insure that the number of persons attending an event does not exceed the number allowed by terms of the permit. Copy of Ticket or badge of admission Attached **OR**

Statement of the plan for controlling admission to the event: JPC
 _____ 1 main entry

c) Limits to attendance. The applicant shall not sell, give, or distribute a greater number of tickets than the number that the permit allows to attend. The applicant shall not admit any persons to an outdoor event if such admission would result in a greater number of persons present than allowed by the permit. Total number of tickets to be offered for sale: JPC

p) Liability insurance. The applicant shall provide evidence of adequate liability insurance. A certificate of insurance providing coverage in an amount of at least \$1 million dollars, naming the County of Clarke as an additional insured, and showing the date(s) of the event, shall have been received by the Administrator before an application is approved.

Certificate of insurance attached. No Yes

r) Permission for Entry. F1211-06D Attached. The applicant shall provide written permission for the Administrator, designee, all duly constituted law enforcement officers to enter the property at any time during the Special Event to determine compliance with the approved permit and the provisions of this chapter.

RECEIPT

Customer ID: 126545
Order Number: 9618128
Order Date: 1/13/2014

Billing Information	Shipping Information
American Express: *****3007 Expres: 01/2015 Jennifer Cossette PONY TO GO 1691 Swimley Road Berryville, VA 22611 US Phone Number: 540-955-5636 ponytogo6@yahoo.com	Jennifer Cossette Full Moon Ranch/ Pony To Go 1691 Swimley Road Berryville, VA 22611 US Phone Number: 540-955-5636 ponytogo6@yahoo.com

Model	Product Name	Quantity	Price
QT_GA_55_RDSNG	natural riffs general admission ticket size: 5.63" x 1.97" paper/media: ticket stock - heavy weight - bright white - smooth finish media detail: color copy cover, 100 lb process: color digital press back: security image stub: yes stapling: booklets of 5	750	\$101.00
Subtotal:			\$101.00

Shipping Method	
UPS Ground 1691 Swimley Road Berryville, VA 22611	\$17.70
Total:	\$118.70

Thank you for your business, we hope that you choose Elk River Systems again in the future!

www.elkriversystems.com | www.ticketprinting.com | www.perforatedpaper.com

Adjoining Property Owners.

- Attach a copy of the notice sent to all adjoining property owners. [F1211-06C provides an example of the information required in the notice to adjoining property owners] Notice shall be sent to all adjacent property owners on the same date as the application is filed with the Administrator. The address for such owners shall be that found in the records of the Commissioner of the Revenue or, for properties not located in Clarke County, an equivalent source.
- Attach a list of all adjacent property owners, with addresses. *+ signed*

Health Department Notice and Approvals:

Note: The Health Department must approve your plans for the following items. It is best you talk to the Health Department before you submit your plan to ensure it will be approved. Contact: 540-955-1033; 100 North Buckmarsh Street, Berryville, VA 22611

The Event Permit cannot be approved until after the Health Department has approved the plan.

- ✓ Check here if you have submitted your written plan to the Health Department Approval attached and have their letter of approval attached to your application.
 - ✓ Check here if you have not submitted your plan to the Health Department. Not attached
- Note: County Administration will submit your application to the Health Department for review; however, the Event Permit cannot be approved until after the Health Department has approved the plan.

d) Water supply. The applicant shall provide an ample supply of potable water for drinking and sanitation purposes on the premises of the Special Event by providing to the satisfaction of the Health Department the location and type of water facilities.

Statement of plan for providing water included with application including location and type of water facilities included in plan: *Jpc*

e) Toilet and/or lavatory facilities. The applicant shall provide adequate toilet and/or lavatory facilities for sanitation purposes on the premises of the Special Event to the satisfaction of the Health Department.

Statement of plan for providing sanitation facilities included in plan.: *Jpc*

f) Waste management. The applicant shall provide for the pickup and removal of refuse, trash, garbage, and rubbish from the site of the event on a daily basis, or more often if required by providing to the satisfaction of the Health Department the plans for pickup and removal of refuse and to clean up the premises and remove all trash and debris there from within 48 hours after the conclusion of the event.

Statement of plan for garbage, trash and sewage disposal included in plan.: *Jpc*

k) Food & Beverage. The applicant shall provide for adequate preparation and provision of any food or beverage for consumption during the Special Event to the satisfaction of the Health Department (and the Virginia Alcohol Beverage Control Board, if alcoholic beverages are to be served) with a plan for preparing and providing food and beverages).

Johnny Blue, Incorporated

255 Lenoir Drive
Winchester, VA 22603
Telephone: (540) 665-0968
Fax: (540) 662-6151

Rental and Service

Billing Information

Pony to Go
1691 Swimley Rd
Berryville, VA 22611

(540) 955-5636

Job Site Information

Event on June 20-22, 2014
1691 Swimley Rd

Berryville, VA 22611

(540) 955-5636

Cross Streets:

Number: 015542
Job Number:
Original P.O. Number:
Terms: Net 30
MapGrid:
MapBook:
ServiceArea: Clarke County
Special Instructions: 7 E, Left on Crums Church, at T, Right on c
miles, ranch on Left **1691 -
SEE SOMEONE FOR PLACEMENT -- DE
CALL AHEAD

Date	Service or Unit Type	Quantity	Billing Method	Price Per	Minimum
19-Jun-2014	Special Event Unit	8	Special Event	\$65.00	\$65.00
			Delivery		
19-Jun-2014	Handicap Unit	2	Special Event	\$140.00	\$140.00
			Delivery		
19-Jun-2014	Freestanding Sink	1	Special Event	\$110.00	\$110.00
			Delivery		

Customer agrees to the following terms and conditions. THIS IS A BINDING AGREEMENT.

Customer shall pay all expenses including Attorney fees of 15% and court cost incurred by lesser in enforcing any provisions hereof. It is understood that JOHNNY BLUE will not be responsible for any personal injury or property damage arising out of use or maintenance of units leased under this agreement, and Customer assumes all liability for all personal injury or property damage for the duration of the agreement, Customer is responsible for any loss, theft or damage of units leased under the agreement and will be responsible for replacement cost of unit or pay estimated repair costs of parts and labor. Payments for loss, theft, or damage are due upon demand by lesser. Customer guarantees access to units for servicing. Sales tax, where applies. All down

LORD FAIRFAX HEALTH DISTRICT
Coordinator Application for a Temporary Food Event

An event coordinator is required for all temporary food events involving multiple vendors. The following information must be completed by the coordinator, and returned by mail or fax to the Health Department at least **30** days prior to the scheduled event. All individual food vendors must apply to the Local Health Department at least **10** Days prior to the event. No foods can be prepared and/or offered for sale or sample until the permit is issued by the Health Department or other approval has been granted.

2014

Name of Event	<u>Full Moon Field Festival</u>	Date(s) of Event	<u>June 21st - 23rd</u>
Location of Event	<u>1691 Swimley Rd, Berryville Va 22611</u>		
Set-up time	<u>1:00 PM June 21st</u>	Event time	<u>to 1:00 PM June 23rd</u>

Coordinator Name Jennifer Cossette
 Address 1691 Swimley Rd, Berryville Va 22611
 Home phone 540-955-5636 Work phone Same Cell phone _____
 Fax 540-955-5636 Email Pony to go 6 @ yahoo.com

Estimated Number of Food Booths 5 Estimated Attendance 999

Number of Toilet Facilities: _____ Type: Public Restrooms Portable Toilets

Water source:	Vendors will have access to a potable water supply line.	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
	Vendors must bring their own potable water supply.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Electricity:	Electricity will be available to vendors.	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
	Vendors are allowed to use generators.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Ice:	Ice from an approved supplier will be available to vendors.	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
	Vendors will provide ice from an approved source.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Wastewater:	There will be liquid waste containers/receptacles on site.	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
	Vendors are responsible to remove their own liquid waste.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Trash:	There will be trash containers/receptacles on site.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
	Vendors are responsible to remove their own trash.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Tents:	Tents or canopies for food stands will be provided	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
	Vendors must provide their own overhead protection.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

***** ATTACH A LIST OF PROPOSED FOOD VENDORS, ALL THEIR CONTACT INFORMATION, AND A MAP SHOWING THE LOCATION OF ALL FOOD BOOTHS, RESTROOM FACILITIES, GARBAGE DISPOSAL SITES, AND WASTEWATER DISPOSAL SITES.**

I have forms from last year to send to vendors

Jennifer Cossette
 Coordinator's Signature

17 Feb. 14
 Date

Statement of plan to provide adequate preparation and provision of any food or beverage for consumption included in plan. _____

Will alcoholic beverages be served? No Yes If yes:

Virginia Alcohol Beverage Control Board Notice/Approval Date: _____ Approval attached.

Contact: www.abc.virginia.gov; 2901 Hermitage Road, P.O. Box 27491, Richmond, VA 23261

Local Fire & Rescue Company Notice and Approvals

Note: The local Fire & Rescue Company must approve your plans for the following items. It is best you talk to your local Fire and Rescue Company before you submit your plan to ensure it will be approved. Contact your local fire & rescue company. [Blue Ridge, Boyce, John Enders, or Shenandoah Farms]

The Event Permit cannot be approved until after the local fire and rescue company has approved the plan.

✓ Check here if you have submitted your written plan to the local fire and rescue company and have their letter of approval attached to your application. Approval attached

✓ Check here if you have not submitted your plan to the local fire and rescue company. Note: County Administration will submit your application to the local fire and rescue company for review. Not attached

g) Medical facilities. Adequate on-site medical facilities and emergency medical transport vehicles shall be provided to the satisfaction of the Chief of the Fire and Rescue Company providing service to the location at which the Special Event is to be held.

Statement of plan to provide adequate on-site medical facilities and emergency medical transport vehicles included in plan: OPC

h) Fire protection. The applicant shall provide for adequate fire protection to the satisfaction of the Chief of the Fire Department providing service to the location at which the Special Event is to be held.

Statement of plan to provide adequate fire protection included in plan. ✓ JOC

Sheriff's Notice and Approvals

Note: The Sheriff must approve your plans for the following items. It is best you contact him before you submit your plan to ensure it will be approved. Contact: 540-955-1234; 100 North Church Street, Berryville, VA 22611

The Event Permit cannot be approved until after the Sheriff has approved the plan.

✓ Check here if you have submitted your written plan to the Sheriff and have his letter of approval attached to your application. Approval attached

JamCare
P.O. Box 670721
Flushing, NY 11367
716-570-2603 cell
716-634-3666 fax
avi@jamcaremedical.com



Jamcare
medical

JamCare Contract

Agreement made this **Thursday, October 18th, 2013** between **JamCare**, (hereafter referred to as **JamCare**) and Jennifer Cossette, of Full Moon Festival (hereafter referred to as **Promoter**).

Name of Event: Full Moon Field Festival

Date of Engagement: Friday, June 20th, 2014 @ 12:00pm through Sunday, June 22nd, 2014 @ 8:00am.

Location: 1691 Swimley Road
Berryville, VA 22601

Contact: Jennifer Cossette
Phone: 540-955-5636
Email: PonyToGo6@yahoo.com

Website: <http://www.fullmoonfieldfestival.com/fullmoonfestival.html>

Services: JamCare will provide an on call professional and certified staff to render first aid on-site as needed from Friday, June 20th 2014 @ 12:00pm through Sunday, June 22nd, 2014 @ 8:00am, 24 HOURS EACH DAY.

Jam Care will supply all supplies to be used at the site for the purpose of providing first aid, according to our protocol.

****Jamcare Services, LLC will NOT provide or take on any medical responsibility or liability during the event as we will operate strictly according to our first aid licensing and protocols.**

2014 Full Moon Field Festival Sheriff/Police/Fire Permit Information
1691 Swimley Road, Berryville VA 22611
June 21st, 22nd, and 23rd

Statement of plan to provide adequate Ingress and egress included in plan:

Entry at main drive closed on both sides to gate by 4 board fencing. Tickets will be taken at gate entry and wrist bands given. No glass permitted on property and ticket holders will be informed both at ticket sale and entry of all property rules. Entry to festival will be marked with directional signs first gate to the left of drive. All parking is marked and enclosed by 4 board fence. Row parking with staff directional assistance provided.

Statement of Traffic Control Devices, signage, and egress:

All parking will be fully fenced and area marked with orange cones and row paint. Parking will be manned with directional control staff in staff marked uniforms. Handicapped parking will be clearly marked and available.

Security:

Security and first aid tent clearly marked on festival grounds. CPR certified persons on site at all times and emergency #'s also clearly marked. The festival will provide 8 persons on security from noon June 21st to 4PM Sunday the 23rd. All security will be over 18 y/o and carry cell phones and or walkie talkie will all emergency control service numbers.

All security will have meeting prior to event to go over plans for dealing with different situations that may arise. Also, we will have an area designated if situations arise where we must detain individuals until emergency services arrive.

Fire Plan:

The main drive circles around the property to allow for fire trucks. This drive will be open at all times. It is only usable by family and emergency personal/fire vehicles.

Name: _____

Title: _____

Signature: _____

Contact # the day for festival for service: _____

Sheriff Dept./Fire Dept.

Copy of form dropped off at 1:35 pm 2-18-14
by Doug Malick witness Joy Smith

State Police dropped obb to Dispatch 3:22 PM 2-18-14
by Douglas Malick witness Joy Smith

- ✓ Check here if you have not submitted your plan to the Sheriff. Note: County Administration will submit your application to the Sheriff for review. Not attached

i) **Traffic and parking control.** The applicant shall provide for adequate ingress, egress and parking for the Special Event to the satisfaction of the Sheriff, the State Police and the Virginia Department of Transportation.

Statement of plan to provide adequate ingress and egress included in plan. _____

State Police Notice/Approval Date: _____ Approval attached.
Contact: 540-869-2000; 3680 Valley Pike, Winchester, Virginia 22602

Statement of plan to provide traffic Control devices, signage, cones, barricades or other activities to take place within the public right-of-way. _____

VDOT Notice/Approval Date: _____ Approval attached.

j) **Security.** The applicant shall provide adequate on-site security for the entire duration of a Special Event to the satisfaction of the Sheriff with a security plan.

Statement of plan to provide adequate on-site security included in plan. _____

Building Department Notice and Approvals

Note: The Building Department must approve your plans for the following items. It is best you contact the Building Department before you submit your plan to:

- Obtain approval of the actual event; AND
- Apply for any necessary permits and schedule any necessary inspections. *Prior to the event being opened to the public or participants, applicable permits and inspections must be complete. These include, but not limited to: portable lighting, electrical systems, gas systems, tents, portable structures, amusements ride including inflatables and climbing walls. Also, the Building Department inspects emergency vehicle access.*

Contact: 540-955-5112; 101 Chalmers Court, Suite B, Berryville, VA 22611

The Event Permit cannot be approved until after the Building Department has approved the plan.

- ✓ Check here if you have submitted your written plan to the Building Department and have their letter of approval attached to your application. Approval attached
- ✓ Check here if you have not submitted your plan to the Building Department. Not attached
Note: County Administration will submit your application to the Building Department for review; however the applicant is responsible for obtaining any necessary Building Department permits and scheduling any/all inspections.

Building Department Guidelines for Special Events Permits:

The following are issues that need to be described or addressed on special events permit applications:

Tents - Any tent greater than 900 square feet in size will require a Building Permit and inspections prior to the event. Inspection shall be arranged to be done during normal business hours Monday through Friday at least the day prior to the event. The event application should provide diagrams or layouts of the location of the tent(s). All tents shall be fire retardant treated with the appropriate approval label on the tent and shall have a mounted and posted fire extinguisher (5 lb. ABC min.) located in each tent. If the tent is enclosed, it shall have two (2) forms of exit that are labeled and illuminated if the event occurs after daylight. If the event will occur after daylight hours, emergency lighting shall be provided.

Electrical Systems - Any temporary or portable electrical distribution systems shall require an Electrical Permit and inspections prior to the event. All portable or temporary systems shall be Ground Fault Interrupter Circuit (GFIC) protected. Trailer mounted generators shall be provided with ground rods and grounding conductors appropriate for the generator output requirements. All equipment shall be listed and labeled for the application (weather resistant). No portable generators are allowed inside any tents or trailers where persons would normally enter. A description of the electrical distribution system shall be provided with the special event application.

Gas Appliances - All gas appliances including cooking and heating appliances shall be inspected including leak tested prior to the event. No gas cylinders will be allowed inside tents or occupied trailers or structures. All gas cylinders shall be secured in areas not normally used by the public. All gas equipment shall be in good working order and shall meet requirements of the Virginia Fuel Gas Code.

Lighting - Information pertaining to the temporary lighting systems shall be provided with the special event application including output wattage and generation system. Lighting system shall be located not to project excessive lighting off of the premises and not to blind any moving traffic on or of the event property. Any lighting pointing to the property boundary shall be shielded and downcast.

Inspections - Arrangement for inspections shall be scheduled to occur prior to opening of the event during normal business hours between Monday and Friday. Required inspections shall be scheduled at least twenty-four (24) hours prior to the expected inspection. If special times and arrangements are required, prior approval will need to be arranged with the Clarke County Building Department.

l) Lighting/Illumination. If lighting is to be utilized, such lights shall be located, or such shielding devices or other equipment shall be utilized so as to prevent unreasonable glow beyond the property on which the event is located.

Will outdoor lighting be utilized? No Yes

m) Temporary Structures. All necessary building permits shall be obtained before the event occurs for any temporary structures such as tents or amusement rides. Will temporary structures be utilized? No Yes

Type[s] of temporary structures: _____

o) Communication system. If the premises are without adequate communications systems, the applicant shall make arrangements, approved by the County, to provide for substitute, additional, or alternate means of communication with public safety and other government officials.

Will substitute, additional, or alternate means of communication be utilized? No Yes If yes:

Plan for adequate communications systems included with application. _____

p) Necessary Safety Services. The operator of the Special Event shall provide any services necessary to provide appropriate levels of safety over and above what public agencies determine that they are able to provide. Additional Safety Services Required? No Yes If yes:

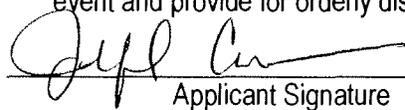
which may be required by any federal, state, or local statutes, ordinances, rules, or regulations. Applicants are responsible for insuring that all such permits, licenses, and certificates are obtained from the appropriate authority.

§ 57.8. Deposit. I am aware that a deposit may be required. As a condition of granting the permit, the Administrator or the Board may require the payment of a deposit to cover anticipated public clean-up costs, law enforcement costs, and/or emergency services costs beyond what is usual and customary. The applicant shall be responsible for such costs in excess of any deposit, and the applicant shall be refunded any portion of a deposit not needed to cover such costs.

§ 57.9. Permit not transferable. I am aware that this permit is not transferable.

§ 57.10. Revocation or suspension of permit. I am aware that this permit may be revoked for suspended A permit issued under the provisions of Chapter 57 may be revoked or suspended by the entity that approved the permit. The Sheriff or his/her designee may temporarily suspend the permit pending consideration, by the entity that approved the permit, of action to revoke or suspend a permit. Such action by the approving entity or the Sheriff or designee may be taken for any of the following reasons:

- a) Any violation of one or more of the requirements or any violation of one or more of the terms and conditions of a permit issued hereunder.
- b) Any material misrepresentation in the application for a permit.
- c) Any change in the ownership of the location of the permitted event, unless there is provided a signed statement from the new owner to confirm that the new owner has given permission for the specific Special Event to be held.
- d) Any material change in the condition of the facilities or ability of contracted organizations to provide required services or equipment.
- e) Any state of emergency, disaster, hazardous weather condition, or other threat to the public health, safety, and welfare that has been declared or is anticipated to occur such that continuation of the event is deemed to be an undue or unnecessary risk to the participants, general public, or public safety providers.
- f) Upon revocation or suspension of the permit, the permittee shall immediately cancel and/or terminate the event and provide for orderly dispersal of those in attendance.


Applicant Signature

16 Feb. 2014
Date

Jennifer Cossette
Printed Name

Note: Application is complete only when the applicant has provided all applicable approvals to County Administration.

17 Febuary 2014

Request for Special Events Permit 2014

Noise ordinance waiver for the dates and times of the special events permit.

Planned Dates and Times - June 20th 9AM to June 22th 6PM

Event held at Full Moon Ranch - 1691 Swimley Road, Berryville VA 22611

Pony To Go presents Full Moon Field Festival - Family Weekend

Family Oriented Music Festival 3 days/ 2 night - Camping / Music / Vendors

999 People

Approx 15 bands / Country, acoustical music, jam bands

Security will be held by Full Moon Field Festival / Full Moon Ranch

The event will be insured for \$1,000,000.00 liability coverage through Full Moon Field Festival

No glass or bottles on property / No sale of alcohol

Kids activities - pony rides, petting zoo, moon bounce, face painting

Misty Hill Road by address residential access only.

All Festival parking will be on Full Moon Ranch with security check point at entrance.

Point of contact for permits Jennifer Cossette PTG

Thank you for your consideration for approval.

County required forms attached.

Jennifer Cossette ponytogo6@yahoo.com 540-955-5636

Regards,

Jennifer Cossette

Name:

Kenneth R. Vnger, Jr

Signature:



Address:

1380 Swimley Road Berryville Va 22611

17 Febuary 2014

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County required forms attached.

Jennifer Cossette ponytogo6@yahoo.com 540-955-5636

Regards,

Jennifer Cossette

Name: MARTHA FARADAY

Signature: 

Address: 1793 Swimley Rd Berryville VA 22611

2014 Full Moon Field Festival Health Dept. Permit Information
1691 Swimley Road, Berryville VA 22611
June 21st, 22nd, and 23rd

Statement of plan to provide adequate Ingress and egress included in plan:

Entry at main drive closed on both sides to gate by 4 board fencing. Tickets will be taken at gate entry and wrist bands given. No glass permitted on property and ticket holders will be informed both at ticket sale and entry of all property rules. Entry to festival will be marked with directional signs first gate to the left of drive. All parking is marked and enclosed by 4 board fences. Row parking with staff directional assistance provided.

Statement of Traffic Control Devices, signage, and egress:

All parking will be fully fenced and area marked with orange cones and row paint. Parking will be manned with directional control staff in staff marked uniforms. Handicapped parking will be clearly marked and available.

Security:

Security and first aid tent clearly marked on festival grounds. CPR certified persons on site at all times and emergency #'s also clearly marked. The festival will provide 8 persons on security from noon June 21st to 4PM Sunday the 23rd. All security will be over 18 y/o and carry cell phones and or walkie talkie will all emergency control service numbers.

All security will have meeting prior to event to go over plans for dealing with different situations that may arise. Also, we will have an area designated if situations arise where we must detain individuals until emergency services arrive.

Fire Plan: The main drive circles around the property to allow for fire trucks. This drive will be open at all times. It is only usable by family and emergency personal/fire vehicles.

Name: Matthew Blacklock

Title: F/Sgt.

Signature: 

Contact # the day for festival for

State Police

*No noted
issue. mcb*

Douglas Malick

540-523-6278



Douglas Malick <mail2com2011@gmail.com>

Event permit application

1 message

Tony Roper <troper@clarkecounty.gov>

Wed, Feb 26, 2014 at 2:31 PM

To: Lora Walburn <lwalburn@clarkecounty.gov>

Cc: mail2com2011@gmail.com

I am in receipt of a security plan for the 2014 Full Moon Festival, June 21 through June 23, 2014. The plan would appear to cover all of the areas that the Sheriff's Office has input, including number of security personnel on scene (16) and communications with same (cellular telephones).

If you have any further questions, please let me know.

Thanks

--

Anthony W. "Tony" Roper
Sheriff of Clarke County, VA.

Clarke County

lwalburn@clarkecounty.gov

Re: Full Moon Field Festival Special Event Permit Application

From : Holly DeHaven <hdehaven@clarkecounty.gov>

Tue, Apr 08, 2014 12:20 PM

Subject : Re: Full Moon Field Festival Special Event Permit Application**To :** Lora Walburn <lwalburn@clarkecounty.gov>**Cc :** Dave Peach <dpeach@clarkecounty.gov>, Donald Jackson <djackson@clarkecounty.gov>, Bobby <Bobby.Boyce@VDOT.Virginia.gov>, Ryan <Ryan.Fincham@vdh.virginia.gov>, Todd <todd.garrett@vsp.virginia.gov>, Tony Roper <troper@clarkecounty.gov>, greg <greg.lloyd@vdh.virginia.gov>, jroyston@clarkecounty.gov, David Ash <dash@clarkecounty.gov>, Ponytogo6 <Ponytogo6@yahoo.com>, gpope@clarkecounty.gov

If they are going to be using temporary generators, which was noted that the food vendors would be, an electrical permit and inspection would be required from this department.

Thank you,

Holly A. DeHaven, Office Manager
Clarke County Building Department
101 Chalmers Court, Suite B
Berryville, VA 22611
(540) 955-5112
(540) 955-5170 FAX

From: "Lora Walburn" <lwalburn@clarkecounty.gov>**To:** "Dave Peach" <dpeach@clarkecounty.gov>, "Donald Jackson" <djackson@clarkecounty.gov>, "Bobby" <Bobby.Boyce@VDOT.Virginia.gov>, "Holly DeHaven" <hdehaven@clarkecounty.gov>, "Ryan" <Ryan.Fincham@vdh.virginia.gov>, "Todd" <todd.garrett@vsp.virginia.gov>, "Tony Roper" <troper@clarkecounty.gov>, "greg" <greg.lloyd@vdh.virginia.gov>, jroyston@clarkecounty.gov**Cc:** "David Ash" <dash@clarkecounty.gov>, "Ponytogo6" <Ponytogo6@yahoo.com>**Sent:** Tuesday, April 8, 2014 10:23:16 AM**Subject:** Full Moon Field Festival Special Event Permit Application

Attached for your review and comment is a multi-year, medium special event permit application for Full Moon Field Festival June 21, 22, 23, 2014; June 2015; June 2016

To those who have already provided written response many thanks!

--

Lora B. Walburn
Deputy Clerk to the Board Supervisors
Executive Assistant - County Administration
County of Clarke
101 Chalmers Court, Suite B
Berryville, Virginia 22611
[540] 955-5175
[540] 955-5180 Fax
lwalburn@clarkecounty.gov



County of Clarke
Application Special Event Permit
Code of Clarke County Chapter 57

Right of Entry Permission Form

I, Jennifer Cossette the applicant for a special event permit as
Permit Applicant's Name [Please print legibly.]

required by Article II of Chapter 57 of the Code of Clarke County, Virginia, that event

titled: Full Moon Field Festival

shall take place on June 21st, 22nd, 23rd at
Specify Date[s]

1691 Swimley Rd, Berryville Va 22611
Event Location and/or Address

in Clarke County, Virginia, and I, Jennifer Cossette
Landowner or Leaseholder's Name

the landowner/ leaseholder of such event location, give our permission for the County Administrator, the county's lawful agents or duly constituted law enforcement officers to go upon the aforementioned property where the special event will take place at any time for the purpose of determining compliance with the provisions of Article II of Chapter 57 of the Code of Clarke County, Virginia. This permission shall specifically include the period of set up and shut down of the event.

We understand that any of the above-referenced officials shall have the right to revoke any permit issued under the aforementioned article upon noncompliance with any of its provisions and conditions.

Jennifer Cossette
 Permit Applicant

Same
 Event Location Owner/Leaseholder

Secondary Signature[s] If Applicable
Jpl
 Permit Applicant

Secondary Signature[s] If Applicable
Same
 Event Location Owner/Leaseholder



County of Clarke
Application Special Event Permit
Code of Clarke County Chapter 57

Section I Determination: Permit is required for any assembly, attraction, ceremony, event, festival, gathering, circus, carnival, or show at which rides, games, competitions, attractions, music, dance, or other performing arts are engaged in by participants or provided as entertainment by professional or amateur performers or by prerecorded means that meet the following criteria:

Question	Yes	No	Action
A. Does it occur within the corporate limits of the Town of Berryville or the Town of Boyce or the Berryville Annexation Area?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If yes, permit not required by Clarke County. Check with the appropriate local government.
B. Is it to be held on property owned by the United States of America, the Commonwealth of Virginia, or the County of Clarke, or in a permanent enclosed structure?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If yes, permit not required by Clarke County. Check with the appropriate governmental agency to ensure compliance with its rules and regulations.
C. Is it to be held on a private parcel of land fewer than six acres?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If yes, event is <u>not</u> allowed on parcels of fewer than six acres.
D. Is the function planned for fewer than 150 people?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If yes, A permit shall not be required for an assembly with less than 150 persons attending the event on a parcel of 6 or more acres (or adjoining parcels with the same owner that have a total area of six or more acres).
E. Does it involve the raising, charging, donating or re-couping of funds?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	If no, special event permit is not required.

Note: Such an assembly shall not include demonstrations, parades, rallies, marches, or picketing activities.

If you answered No to all questions A, B, C, D, and Yes to question E, a special event permit application is required. Use Special Event Permit Application Form F1211-01B

SPECIAL USE / SITE PLAN (SUP-13-02/SP-13-08)
Gina Schaecher (Happy Tails Development, LLC)
April 15, 2014 Board of Supervisors Meeting
SUPPLEMENTARY STAFF REPORT #4/BOS (4/9/2014) – Department of Planning

The purpose of this staff report is to provide information to the Planning Commission and Board of Supervisors to assist them in reviewing this proposed land use request. It may be useful to members of the general public interested in this request.

Case Summary

Applicant(s):

Gina Schaecher (Happy Tails Development, LLC)

Location:

- 300 block of Bellevue Lane, Tax Map #20-2-9
- White Post Election District (Bouffault, Brumback – Planning Commission; McKay – Board of Supervisors)
- Zoned Agricultural-Open Space-Conservation (AOC)

Parcel Size/Project Area: 91.350 acres

Request:

Approval of a Special Use Permit (SUP) and Site Plan to construct a commercial boarding kennel and animal shelter per §3-A-1-a-3(u) of the Zoning Ordinance.

Purpose of Request:

To provide rescue and rehabilitation services for the purpose of finding permanent adoptive homes for dogs, and would include boarding and training for dogs.

Planning Commission Recommendation:

Following duly advertised public hearings on November 1, 2013 and December 6, 2013, the Planning Commission voted 5-4-2 (Ohrstrom, McFillen, Turkel, Kruhm NAY; Staelin, Nelson ABSTAINED) to recommend denial of the special use permit request. The Commission also voted 7-2-2 (McFillen, Turkel NAY; Staelin, Nelson ABSTAINED) to recommend denial of the site plan approval request.

Staff Recommendation:

See discussion below.

Case Update:

The purpose of this Staff Report is to provide an update on issues associated with this case since the Board of Supervisors meeting on March 18, 2014. At that meeting, the Board deferred action on the special use permit and site plan requests for one month to the April 15, 2014 meeting. The deferral motion included the directive to staff to review all of the information that has been presented and provided on the application and to report back to the Board at the April meeting with additional proposed conditions to mitigate as much as possible the negative impacts this proposed kennel and proposed associated activities would have on the County, public safety, property values of neighbors, and the future cost and ability of the County to provide septage service to County residents.

Since the March 18 meeting, Staff has developed a revised list of potential conditions per the Board's directive. The revised conditions are discussed separately below. Other items are discussed below include the following:

- The applicant's proposed alternative entrance and access plan.
- Required update to the special use permit application and status of the owner's contract with the applicant to purchase the property.
- Correction noted to the applicant's statements about the number of parcels and dwellings located near Green Step Kennel.
- Additional correspondence from the Applicant.

Revised List of Potential SUP Conditions

As previously noted, the Board, in conjunction with their deferral motion at the March 18 meeting, directed Staff to develop a revised list of potential SUP conditions for consideration at the April 15 meeting. The revised list below incorporates comments received from the Applicant and her representatives at the February 18 and March 18 meetings, and comments provided by Board of Supervisors members. The list has also been reviewed by and incorporates comments received from the County Attorney in conjunction with his legal review of the conditions. Changes from the previous version provided by Staff to the Planning Commission at their December 5, 2013 meeting are noted in bold italics with strikethroughs where necessary. A brief explanation of the changes is included in a Staff note under each applicable condition.

1. ***Special Use Permit to be Nontransferable.*** ~~*The special use permit (SUP) shall be issued to the applicant, Gina Schaecher/Happy Tails Development LLC, and to the operational entity for the kennel, 3 Dog Farm, LC. The SUP shall not be transferable to any other entity without prior approval from the Board of Supervisors as an amendment of the SUP conditions.*~~

This Special Use Permit is issued for the subject property for operation of the kennel solely by the Applicant, Gina Schaecher/Happy Tails Development LLC, and the operational entity for the kennel, 3 Dog Farm, LC. The operation of the kennel under the SUP shall not be transferable to any other person or entity without prior approval of the Board of Supervisors as an amendment of the SUP conditions.

Staff note – This condition was re-worded to clarify that the kennel is to be operated solely by the Applicant and the operational entity, and that the SUP cannot be transferred to another person or entity without approval by the Board of Supervisors.

2. ***Deadline to Commence Development.*** *The Applicant shall take ownership of the property and obtain a building permit to begin construction of the proposed kennel building within two (2) years of the date of SUP approval by the Board of Supervisors. Failure to comply with this deadline shall subject the SUP to revocation.*

Staff note – This is a new condition that requires the Applicant to take ownership of the property and to obtain a building permit to construct the kennel building within two (2) years of the Board’s approval of the SUP to ensure that development of the use progresses in a timely fashion.

3. ***Special Use Limitations.*** The special use permit (SUP) shall be issued to operate a commercial boarding kennel and animal shelter per §3-A-1-a-3(u) of the Zoning Ordinance. The facility shall be limited to providing rescue and rehabilitation services for the purpose of finding permanent adoptive homes for dogs, and would include boarding and training for *such* dogs.

Staff note – Word added for clarity purposes.

4. ***Operating Hours; Training Hours; Facility Closed to the General Public.*** The facility shall maintain operating hours consistent with the Zoning Ordinance requirements. *Outdoor training shall be permitted only between the hours of 9:00AM and 5:00PM Monday-Friday and 10:00AM-5:00PM on Saturday and Sunday. ~~and~~ Customers shall be permitted at the facility by appointment only ~~to mitigate traffic impact on the private road.~~* The facility owner or manager shall ensure that the facility is not advertised or publicized as being open to the general public.

Staff note – Wording added to include specific hours that training of dogs may be conducted in the fenced training areas. The 5:00PM ending time for training is based upon the Applicant’s statements at the March 18 meeting indicating that training would typically end around 5:00PM. The start time for training is moved ahead by one hour on weekends to mitigate impact on neighboring property owners. The private road language is deleted as the restriction is not dependent upon the use of the private road.

5. ***Access to Subject Property.*** *The kennel facility shall be accessed via a new driveway and commercial entrance to be constructed on Old Winchester Road (Rt. 723) consistent with the approved site plan. Kennel facility traffic shall not use Bellevue Lane to access the subject property.*

Staff note – This is a new condition to address the Applicant’s proposal for an alternate entrance and access road on Route 723 offered in lieu of using Bellevue Lane. Use of this condition is contingent upon the Board accepting the alternate entrance and access road and of the Applicant providing additional technical information to ensure that the entrance and road meet site plan and stormwater management requirements.

6. **Kennel Building Sound-Absorbing Measures.** The facility shall be constructed of sound absorbing materials and in a fashion as described in the applicant's Narrative of Operations (*relevant portions attached as Exhibit A*) and as depicted on the site plan. *The building's sound-absorbing features shall produce noise level reduction consistent with the November 13, 2013 letter from Kevin C. Miller (Miller, Beam, and Paganelli, Inc.) provided by the applicant (copy attached as Exhibit B).* Sound-absorbing measures shall be shown on the building construction plans and shall be reviewed by the County's engineering consultant for conformance with the approved site plan in conjunction with the building permit application review. Doors and windows in the kennel building shall remain closed to mitigate noise impact on adjacent properties when dogs are present in the building.

Staff note – Language added to specifically reference the letter provided by the Applicant's sound engineer for use in determining sound proofing requirements at the building construction plan review stage. Language is also added to require the applicable portion of the Applicant's Narrative of Operations and the sound engineer's letter to be attached to the approved conditions.

7. **Employees.** A maximum of five (5) employees shall be permitted to staff the facility at any one time ~~*in order to mitigate traffic impact on the private road and to comply with the septic system design of 20 gallons of waste water per day per employee.*~~ A minimum of one (1) employee shall remain onsite at all times that any dogs are housed at the facility.

Staff note -- The private road language and the septic system language is deleted as the restriction is not dependent upon the use of the private road or the septic system capacity.

8. **Maximum Number of Dogs Permitted Onsite.** A maximum of ~~*forty (40)*~~ *twenty-five (25)* dogs shall be permitted at the facility for training and/or kenneling. A maximum of three (3) additional dogs may be permitted on site as pets. *No other dogs shall be permitted on the subject property for any reason.*

Staff note – The maximum number of dogs to be kept at the facility at any one time is reduced per comments from individual Board members to Staff to mitigate the intensity of the use. Language is added to further clarify that no other dogs shall be permitted on the property aside from the dogs kept at the kennel building and the three additional dogs allowed as pets.

9. **Fenced Training Areas.** Dogs may be permitted in the fenced training areas between 7:00AM and 9:00PM and shall be supervised at all times *by an employee located within the same training areas* ~~*by kennel staff as the dogs. The ratio of dogs to staff in the training areas shall not exceed 8 dogs per staff member. The maximum number of dogs permitted in all of the fenced training areas at one time shall be six (6).*~~ At no time shall any dog be left unattended in the fenced training areas *and dogs shall not be allowed in the area between the fenced training area and the external safety fence. No noise-making devices shall be used in conjunction with the outdoor training of dogs.*

Staff note – The maximum number of dogs allowed in the fenced training areas at any one time is reduced per comments from individual Board members to Staff to mitigate sound impact on surrounding properties. The maximum number of six (6) dogs was selected in response to the Applicant's comments about training dogs in groups of six (6) at a time. Language also allowed

to clarify that no dogs are permitted in the area between the fenced training area and the external safety fence to emphasize the purpose of this area is to contain potential escaping dogs. The prohibition of noise-makers to be used in training activities was added in response to the Applicant's comments at the March 18 meeting.

10. **Maintenance of Fences and Gates.** Fencing around the training areas shall be a minimum of six (6) feet in height *and the external safety fence shall be a minimum of four (4) feet in height. All fencing and* shall be maintained throughout the life of the special use permit to ensure complete confinement of the dogs. All gates shall remain closed and secured to prevent dogs from escaping the training areas.

Staff note – Added reference to the four (4) foot external safety fence which was previously omitted from this condition.

11. **Limitation on Dogs Allowed Outside of the Kennel Facility.** Dogs being boarded or trained in conjunction with the kennel operation shall not be permitted outside of the kennel building or fenced training areas unless being transported to and from a vehicle in arriving or departing the facility. *When being transported to or from a vehicle, dogs shall be on a leash at all times or otherwise confined or restrained. This condition shall not apply to the maximum three (3) dogs to be kept as pets specified in Condition #6 8 or to dogs that are brought to the property by event attendees in conjunction with events as specified in Condition #11.*

Staff note – Added language to clarify that all dogs must be leashed or confined when being brought to and from the parking area for transport. Deleted language referencing dogs brought to the property in conjunction with events (see Condition #13 below).

12. **Limitations on Retail Activity.** No retail activity shall be permitted with the exception of accessory sale of dog-related ~~food or~~ treats to customers housing their dogs at the facility.

Staff note – Wording regarding “food” eliminated to further confine retail activity to dog treats. The Applicant indicated that food is typically provided by the dog's owners.

13. **Events.** ~~*A maximum of two (2) events shall be permitted at the facility per year. No events shall be permitted on the subject property. Events are defined as activities open to the public or by invitation, including, without limitation, those for the purpose of fund-raising, promoting the kennel operation, or supporting any kennel-related activity. Events may include but are not limited to activities requiring a County special event permit. Operating hours of the events shall be limited to 11:00AM – 5:00PM. The facility owner or manager shall provide a schedule of the special event to the Department of Planning within 30 days of the date of the event, and, if required, shall obtain a County Special Event Permit. If the event is not regulated by the County Special Event Permit process, the facility owner or manager shall also provide a plan to the Department of Planning for providing toilet facilities for the event attendees.*~~

Staff note – This condition now prohibits events on the subject property as the Applicant indicated at the March 18 meeting that they would be willing to eliminate events. Language is

included to extend this provision to smaller events that would not require a County special event permit.

14. **Training Classes.** *Training classes for humans shall be prohibited on the subject property in conjunction with the kennel facility. ~~A maximum of four (4) training classes for humans may be held per year at the facility provided that they are conducted within the kennel building and are held within the operating hours permitted by the Zoning Ordinance.~~*

Staff note – This condition now prohibits training classes for humans as the Applicant indicated at the March 18 meeting that they would be willing to eliminate training classes.

15. **Breeding and Sale of Dogs Prohibited; Records required.** No breeding or sale of dogs, with the exception of an adoption fee/administrative processing fee for rescue dogs, shall be permitted at the facility. *Whelping puppies shall be allowed on a limited basis not to exceed one (1) litter per year. All dogs kept at the facility shall be spayed or neutered and shall have current rabies vaccination. The applicant shall maintain records for all dogs kept at the facility including proof of vaccination and sterilization. Records shall be kept for a minimum of one (1) year and shall be made available to County staff for inspection upon request.*

Staff note – New language added to limit whelping puppies to one (1) litter per year per Board member comment to Staff. New language also requires record keeping for vaccination and sterilization and to permit County staff to inspect these records. This is in response to the Applicant's statements at the March 18 meeting that all dogs would have to be spayed/neutered and have current vaccinations.

16. **Solid Waste Management.** All solid waste shall be containerized and properly disposed of off-site either by the facility owner or manager transporting the waste to the Frederick County landfill or by contracting with an authorized waste disposal company. No solid waste shall be disposed of onsite.

17. **Liquid Waste Management.** (condition divided into four subsections for clarity purposes)

a. All liquid waste and waste water produced by the dogs shall be held in a storage tank, pumped, and hauled off-site for disposal by an authorized waste disposal company. *The waste disposal company shall not deliver waste to the Frederick-Winchester Service Authority facility absent a separate agreement with the Authority that does not impact Clarke County's volume limitations in its septage disposal agreement with the Authority.*

Staff note – Added new language requiring the Applicant to contract with a liquid waste hauler that does not take the waste to the Frederick-Winchester Service Authority or that does so under separate agreement. The language is included to avoid adversely impacting the County's 5,000 gallon per day (average) disposal contract with the Authority. The Applicant indicated at the March 18 meeting that they could select a hauling company based on where it has contracted to dispose of liquid waste.

b. The property owner or manager shall provide the Planning Department with a copy of the contract with a waste disposal company prior to issuance of ~~the certificate of occupancy a building permit or land disturbance permit~~ for the kennel and shall provide updated copies of the contract **to Planning Staff** as it is renewed or reissued. **The contract shall state the location(s) where the liquid waste will be disposed of and shall include a copy of the agreement referenced in section (a) above if the liquid waste is to be disposed of at the Frederick-Winchester Service Authority facility.**

Staff note – Per Board member comment to Staff, the wording of this condition is changed to require a copy of a contract with a waste disposal company prior to issuance of a building permit or land disturbance permit. Language is also added to require the Applicant to provide a copy of the hauler contract showing the location of the wastewater disposal.

c. There shall be no open floor drains in the kennel building, and the liquid dog waste/waste water system shall not be connected to the onsite septic system.

d. *The liquid waste disposal system shall be of a sufficient size to accommodate storage for a minimum of () days for the maximum number of dogs permitted and shall include audible and visual alarms to indicate clogs, breaches, or that the system capacity has been exceeded. It shall be the applicant's responsibility to ensure that the liquid waste disposal system is maintained throughout the life of the special use, and the applicant shall be responsible for any leaks that may occur. Construction plans for this system shall be reviewed and approved in conjunction with the building permit review for the facility.*

Staff note – New language added to require excess storage capacity and an alarm system in the liquid waste disposal system as well as to require the Applicant to be responsible for any leaks that may occur. The Applicant would also have to provide construction plans for the system to be reviewed in conjunction with the building plans. Please note that the minimum capacity of the system in terms of days of storage is currently left blank subject to the Board's discussion of this issue.

18. Applicant to Sign List of Adopted Conditions. The applicant and the owners shall sign the list of adopted conditions to indicate receipt of and intention to comply fully with the conditions for the life of the special use permit. A signed copy of the conditions shall be provided to the Planning Department within thirty (30) days of the applicant's receipt of the adopted conditions.

Staff note – This is a new condition to assure that the applicant has received a copy of the adopted conditions and intends to comply therewith..

19. Inspections Required. The County staff shall have the right to conduct periodic inspections of the kennel facility and the subject property throughout the life of the SUP.

Staff note – This is a new condition that is included to ensure future compliance through periodic monitoring of the SUP by County Staff.

20. Approval of Easement Holder Required. Approval of this special use permit shall be conditioned upon continued approval of the use by the Virginia Outdoors Foundation as holder of the conservation easement on the subject property. In the event that such approval is withdrawn in the future, the special use permit shall be subject to revocation.

Staff note – This is a new condition that is included to make the SUP contingent upon the continued approval of the use by the Virginia Outdoors Foundation (VOF).

21. Consistency with Approved Site Plan and Architectural Renderings. Development of the kennel facility shall be consistent with the approved site plan dated [insert date]. The exterior appearance of the building shall be consistent with the Applicant's architectural renderings dated [insert date].

Staff note – This is a new condition that specifies development is to be consistent with both the approved site plan and the Applicant's proposed architectural renderings. Final plan dates are to be added to this condition to match the date of the approved site plan and architectural renderings to avoid confusion with earlier iterations of these plans.

22. Supplementary screening. The applicant shall provide an additional screening of evergreen trees along the length of the northern, western, and southern boundaries of the external safety fence at the perimeter of the kennel complex. Evergreen trees shall be of a native species approved by the Planning Department, shall have a planting height of six (6) feet, and shall be planted in a double-staggered row so as to maintain an effective visual screen. The supplementary screening shall be maintained for the life of the special use. Any screening trees that die shall be replaced with trees of the same species and with a planting height of six (6) feet.

Staff note – This is a new condition added per Board member comments to Staff following the site visits. To mitigate visual impact and noise on surrounding properties, this condition would require additional screening in the form of native evergreen trees along the northern, western, and southern boundaries of the four (4) foot external safety fence. Trees would be planted in a double staggered row with a planting height of six (6) feet, and the screening would have to be maintained throughout the life of the SUP.

Attachments: (See Condition #6)

- **Exhibit A -- Excerpts from Narrative of Operations**
- **Exhibit B – November 13, 2013 letter from Kevin C. Miller**

Proposed Alternative Entrance and Access Road Plan

At the Board's March 18 meeting, the Applicant provided an engineered sketch depicting an alternative entrance that would be used to access the subject property from its frontage on Route 723. The sketch provides a design for a proposed low-volume commercial entrance and shows a conceptual driveway extending along the western property line and crossing Roseville Run (a perennial stream) in a southerly direction to the proposed kennel site.

Since this proposal was provided by the Applicant at the March 18 meeting, it has not been vetted by the Board. Staff recommends that the Board discuss the merits of considering this

proposed alternative entrance and provide direction to Staff regarding whether to conduct further study of this approach. This would include requiring the Applicant to provide construction plans for the new access road and Roseville Run crossing as an addition to the site plan. Construction plans would include stormwater management and erosion control plans to show the access road and crossing's impact on Roseville Run and adjacent properties. Staff would also request additional written confirmation from the Virginia Outdoors Foundation that the proposed access road meets the terms of the conservation easement including riparian buffers along Roseville Run. Staff recommends that all additions to the site plan be reviewed and approved by the County's engineering consultant prior to final deliberation and approval of the special use permit.

Required update to the special use permit application and status of the owner's contract with the applicant to purchase the property

In the County Attorney's review of this request, two items of concern were noted. First, the property is currently owned by three individuals but only one property owner (Carl Hales) signed the original special use permit application. Second, no documentation was provided from the property owners with the application to indicate that the Applicant is a contract purchaser of the subject property. Staff contacted Mr. Hales about these issues on April 4 and on April 6, Mr. Hales provided a copy of the SUP application with signatures from the other two property owners. He also provided a letter signed by him and the other two property owners indicating that the Applicant is a contract purchaser of the subject property and that the contract for sale remains in full force and effect.

The County Attorney has reviewed Mr. Hales's documentation and has no additional concerns. A copy of the documentation is enclosed for your reference.

Correction noted to the applicant's statements about the number of parcels and dwellings located near Green Step Kennel

At the March 18 Board meeting, the Applicant presented a series of maps depicting the location of the Clarke County Animal Shelter and other existing commercial kennels noting the number of properties adjacent to each facility. Staff noted an error in the Applicant's statements with regards to Green Step Kennel. Michael Williams indicated during the meeting that there are 1,761 properties within a one mile radius of Green Step Kennel. In reviewing the map provided by Mr. Williams, Staff noted that the location of Green Step Kennel was incorrectly shown on a large parcel located on the northwest corner of the intersection of US 340 and Senseny Road just south of the Town of Berryville (Tax Map #14-A-11, Dorick). Green Step Kennel is located at 3831 Senseny Road just west of the intersection with Triple J Road (Tax Map #12-A-41, Watkins). According to the County GIS, there are 46 addressed structures (homes) within a one mile radius of Green Step Kennel.

A copy of the GIS map showing the correct property location is enclosed for your reference.

Documents from the March 18 Board Meeting and Additional Citizen Comments

Enclosed for your reference is the complete set of documentation provided by the Applicant and members of the public at the March 18 meeting. Also enclosed are comments in favor of and in opposition to this request that were received since the March 18 meeting.

Additional Correspondence from the Applicant

On April 9, the Applicant provided a letter that appears to summarize several issues regarding the special use permit request. These issues include proposed agricultural use of the property, sound impact of the kennel facility, impacts on Bellevue Lane, the septic system for the house and kennel restroom, the pump and haul system for the kennel effluent, potential impact on property values, and fee for services to support the animal rescue operation. A copy of this letter is enclosed for your reference.

Staff Recommendation:

As noted above, Staff recommends that the Board deliberate the merits of considering the Applicant's proposed alternative entrance and access road at the April 15 meeting. Should the Board wish to further evaluate this proposal, Staff recommends that the Applicant be requested to provide full plan submission of the entrance and access road as an amendment to the previously submitted site plan. The full plan submission – including stormwater management, erosion control, and other required plan elements – would need to be evaluated by the County's engineering consultant and approved prior to the Board taking final action on the special use permit. Furthermore, Staff recommends contacting the Virginia Outdoors Foundation to determine whether they have concerns with the proposed crossing of Roseville Run being consistent with the terms of the conservation easement.

Staff also recommends that the Board evaluate and discuss the revised list of proposed conditions and provide any necessary direction to Staff at the Board meeting regarding additions, deletions, or edits. In particular, the Board should discuss Condition #17(d) regarding the liquid waste disposal system. At the March 18 meeting, the Applicant's septic engineer indicated that the size of the holding tanks for the system has not been determined and that they were looking for direction from the Board regarding how much storage capacity they should provide.

Condition #17(d) as written would require the Applicant to provide a system with enough storage capacity for a to-be-determined maximum number of days. The Applicant indicated at the March 18 meeting that if they installed a two-tank system, one tank would be pumped when it reaches capacity leaving the other tank for storage. The Applicant's engineer also stated that there are no established regulations for average wastewater produced per dog per day. However, he did note that a low estimate of 5 gallons per day per dog and a high estimate of 10 gallons per day per dog would produce a range of 200-400 gallons per day of wastewater assuming the facility would be at a maximum capacity of 40 dogs.

To reconcile this issue, the Board may want to consider requesting the Applicant to provide a written plan that would confirm the following items:

- Projected wastewater usage for the kennel under maximum capacity.
- Proposed two-tank system with specified capacity of both tanks.
- Plan for frequency of waste pumping including the threshold for having the system pumped, expected storage capacity, and plan for waste disposal in the event that haulers cannot reach the site (e.g., winter weather, issues with contract hauler).

If the Applicant were to provide a plan deemed acceptable to the Board, Condition #17(d) could be written to reference the Applicant's plan.

History:

August 2, 2013. Special use permit and site plan applications filed with the Department of Planning.

September 6, 2013. Commission voted to defer action on setting public hearing for one month.

October 4, 2013. Commission voted 7-0-4 (Steinmetz, McFillen, Kreider absent; Nelson abstained) to set public hearing for November 1, 2013.

November 1, 2013. Commission voted 8-1-2 (Steinmetz NAY; Nelson abstained; Staelin absent) to defer the matter and continue the public hearing for one month to the December 6, 2013 meeting.

December 6, 2013. Commission voted 5-4-2 (Ohrstrom, McFillen, Turkel, Kruhm NAY; Staelin, Nelson ABSTAINED) to recommend denial of the special use permit request. Commission also voted 7-2-2 (McFillen, Turkel NAY; Staelin, Nelson ABSTAINED) to recommend denial of the site plan approval request.

December 17, 2013. Board of Supervisors voted 4-0-1 (McKay absent) to set Public Hearing for the January 21, 2014 Board meeting.

January 21, 2014. Board of Supervisors Public Hearing is postponed due to inclement weather.

January 23, 2014. Board opened the Public Hearing and voted to continue it to the February 18, 2014 meeting.

February 18, 2014. Board voted unanimously to defer action on the request for one month to the March 18, 2014 meeting.

March 18, 2014. Board voted unanimously to defer action on the request for one month to the April 15, 2014 meeting.

April 15, 2014. Placed on the Board’s April meeting agenda.

Index of Previous Staff Reports:

- September 6, 2013 Planning Commission meeting (set public hearing)
- November 1, 2013 Planning Commission meeting (public hearing)
- Supplementary Staff Report #1 (10/31/2013)
- Supplementary Staff Report #2 (11/27/2013)
- Supplementary Staff Report #3 (12/5/2013)

- December 17, 2013 Board of Supervisors meeting (set public hearing)
- Supplementary Staff Report #1/BOS (January 21, 2014)
- Supplementary Staff Report #2/BOS (February 18, 2014)
- Supplementary Staff Report #3/BOS (March 12, 2014)

**PROPOSED SPECIAL USE PERMIT CONDITIONS
FOR BOARD OF SUPERVISORS CONSIDERATION
(APRIL 15, 2014 MEETING)**

1. **Special Use Permit to be Nontransferable.** This Special Use Permit is issued for the subject property for operation of the kennel solely by the Applicant, Gina Schaecher/Happy Tails Development LLC, and the operational entity for the kennel, 3 Dog Farm, LC. The operation of the kennel under the SUP shall not be transferable to any other person or entity without prior approval of the Board of Supervisors as an amendment of the SUP conditions.

2. **Deadline to Commence Development.** The Applicant shall take ownership of the property and obtain a building permit to begin construction of the proposed kennel building within two (2) years of the date of SUP approval by the Board of Supervisors. Failure to comply with this deadline shall subject the SUP to revocation.

3. **Special Use Limitations.** The special use permit (SUP) shall be issued to operate a commercial boarding kennel and animal shelter per §3-A-1-a-3(u) of the Zoning Ordinance. The facility shall be limited to providing rescue and rehabilitation services for the purpose of finding permanent adoptive homes for dogs, and would include boarding and training for such dogs.

4. **Operating Hours; Training Hours; Facility Closed to the General Public.** The facility shall maintain operating hours consistent with the Zoning Ordinance requirements. Outdoor training shall be permitted only between the hours of 9:00AM and 5:00PM Monday-Friday and 10:00AM-5:00PM on Saturday and Sunday. Customers shall be permitted at the facility by appointment only. The facility owner or manager shall ensure that the facility is not advertised or publicized as being open to the general public.

5. **Access to Subject Property.** The kennel facility shall be accessed via a new driveway and commercial entrance to be constructed on Old Winchester Road (Rt. 723) consistent with the approved site plan. Kennel facility traffic shall not use Bellevue Lane to access the subject property.

6. **Kennel Building Sound-Absorbing Measures.** The facility shall be constructed of sound absorbing materials and in a fashion as described in the applicant's Narrative of Operations (relevant portions attached as Exhibit A) and as

depicted on the site plan. The building's sound-absorbing features shall produce noise level reduction consistent with the November 13, 2013 letter from Kevin C. Miller (Miller, Beam, and Paganelli, Inc.) provided by the applicant (copy attached as Exhibit B). Sound-absorbing measures shall be shown on the building construction plans and shall be reviewed by the County's engineering consultant for conformance with the approved site plan in conjunction with the building permit application review. Doors and windows in the kennel building shall remain closed to mitigate noise impact on adjacent properties when dogs are present in the building.

7. **Employees.** A maximum of five (5) employees shall be permitted to staff the facility at any one time. A minimum of one (1) employee shall remain onsite at all times that any dogs are housed at the facility.

8. **Maximum Number of Dogs Permitted Onsite.** A maximum of twenty-five (25) dogs shall be permitted at the facility for training and/or kenneling. A maximum of three (3) additional dogs may be permitted on site as pets. No other dogs shall be permitted on the subject property for any reason.

9. **Fenced Training Areas.** Dogs may be permitted in the fenced training areas between 7:00AM and 9:00PM and shall be supervised at all times by an employee located within the same training areas as the dogs. The maximum number of dogs permitted in all of the fenced training areas at one time shall be six (6). At no time shall any dog be left unattended in the fenced training areas and dogs shall not be allowed in the area between the fenced training area and the external safety fence. No noise-making devices shall be used in conjunction with the outdoor training of dogs.

10. **Maintenance of Fences and Gates.** Fencing around the training areas shall be a minimum of six (6) feet in height and the external safety fence shall be a minimum of four (4) feet in height. All fencing shall be maintained throughout the life of the special use permit to ensure complete confinement of the dogs. All gates shall remain closed and secured to prevent dogs from escaping the training areas.

11. **Limitation on Dogs Allowed Outside of the Kennel Facility.** Dogs being boarded or trained in conjunction with the kennel operation shall not be permitted outside of the kennel building or fenced training areas unless being transported to and from a vehicle in arriving or departing the facility. When being transported to or from a vehicle, dogs shall be on a leash at all times or otherwise confined or

restrained. This condition shall not apply to the maximum three (3) dogs to be kept as pets specified in Condition #8.

12. **Limitations on Retail Activity.** No retail activity shall be permitted with the exception of accessory sale of dog-related treats to customers housing their dogs at the facility.

13. **Events.** No events shall be permitted on the subject property. Events are defined as activities open to the public or by invitation, including, without limitation, those for the purpose of fund-raising, promoting the kennel operation, or supporting any kennel-related activity. Events may include but are not limited to activities requiring a County special event permit.

14. **Training Classes.** Training classes for humans shall be prohibited on the subject property in conjunction with the kennel facility.

15. **Breeding and Sale of Dogs Prohibited; Records required.** No breeding or sale of dogs, with the exception of an adoption fee/administrative processing fee for rescue dogs, shall be permitted at the facility. Whelping puppies shall be allowed on a limited basis not to exceed one (1) litter per year. All dogs kept at the facility shall be spayed or neutered and shall have current rabies vaccination. The applicant shall maintain records for all dogs kept at the facility including proof of vaccination and sterilization. Records shall be kept for a minimum of one (1) year and shall be made available to County staff for inspection upon request.

16. **Solid Waste Management.** All solid waste shall be containerized and properly disposed of off-site either by the facility owner or manager transporting the waste to the Frederick County landfill or by contracting with an authorized waste disposal company. No solid waste shall be disposed of onsite.

17. **Liquid Waste Management.** (condition divided into four subsections for clarity purposes)

a. All liquid waste and waste water produced by the dogs shall be held in a storage tank, pumped, and hauled off-site for disposal by an authorized waste disposal company. The waste disposal company shall not deliver waste to the Frederick-Winchester Service Authority facility absent a separate agreement with the Authority that does not impact Clarke County's volume limitations in its septage disposal agreement with the Authority.

b. The property owner or manager shall provide the Planning Department with a copy of the contract with a waste disposal company prior to issuance of a building permit or land disturbance permit for the kennel and shall provide updated copies of the contract to Planning Staff as it is renewed or reissued. The contract shall state the location(s) where the liquid waste will be disposed of and shall include a copy of the agreement referenced in section (a) above if the liquid waste is to be disposed of at the Frederick-Winchester Service Authority facility.

c. There shall be no open floor drains in the kennel building, and the liquid dog waste/waste water system shall not be connected to the onsite septic system.

d. The liquid waste disposal system shall be of a sufficient size to accommodate storage for a minimum of _____ () days for the maximum number of dogs permitted and shall include audible and visual alarms to indicate clogs, breaches, or that the system capacity has been exceeded. It shall be the applicant's responsibility to ensure that the liquid waste disposal system is maintained throughout the life of the special use, and the applicant shall be responsible for any leaks that may occur. Construction plans for this system shall be reviewed and approved in conjunction with the building permit review for the facility.

18. **Applicant to Sign List of Adopted Conditions.** The applicant and the owners shall sign the list of adopted conditions to indicate receipt of and intention to comply fully with the conditions for the life of the special use permit. A signed copy of the conditions shall be provided to the Planning Department within thirty (30) days of the applicant's receipt of the adopted conditions.

19. **Inspections Required.** The County staff shall have the right to conduct periodic inspections of the kennel facility and the subject property throughout the life of the SUP.

20. **Approval of Easement Holder Required.** Approval of this special use permit shall be conditioned upon continued approval of the use by the Virginia Outdoors Foundation as holder of the conservation easement on the subject property. In the event that such approval is withdrawn in the future, the special use permit shall be subject to revocation.

21. **Consistency with Approved Site Plan and Architectural Renderings.** Development of the kennel facility shall be consistent with the approved site plan dated [insert date]. The exterior appearance of the building shall be consistent with the Applicant's architectural renderings dated [insert date].

22. **Supplementary screening.** The applicant shall provide an additional screening of evergreen trees along the length of the northern, western, and southern boundaries of the external safety fence at the perimeter of the kennel complex. Evergreen trees shall be of a native species approved by the Planning Department, shall have a planting height of six (6) feet, and shall be planted in a double-staggered row so as to maintain an effective visual screen. The supplementary screening shall be maintained for the life of the special use. Any screening trees that die shall be replaced with trees of the same species and with a planting height of six (6) feet.

Attachments: (See Condition #6)

- Exhibit A -- Excerpts from Narrative of Operations
- Exhibit B – November 13, 2013 letter from Kevin C. Miller

**HAPPY TAILS DEVELOPMENT, LLC
15268 Shannondale Road
Purcellville, VA 20132
571.215.5902**

April 9, 2014

VIA ELECTRONIC TRANSMISSION

Clarke County Board of Supervisors
101 Chalmers Court
Berryville, VA 22611

**Re: Happy Tails Development, LLC
Special Use / Site Plan (SUP-13-02/SP-13-08)
Site Visit to Property April 3, 2014**

Dear Chairman Hobert and Members of the Board:

We write to thank you for your further time and regard for our Project by making a site visit to our Property last Thursday. We do appreciate the effort necessary to coordinate the site visit and your further thoughtful consideration of our Project. We are hopeful that the visit helped further demonstrate our responsible plan for the Property.

As a brief follow up, we would like to take this opportunity to remind the Board of the efforts that we have made to address the contentions that have been raised by those concerned about the impact of our proposed use of the Property.

1. Agricultural use.

As you are aware, the majority of the Property will be used for farming. We are in the process of planning this year's crops and working with local farmers, horticulturalist, and consultants to finalize our farm plan. The proposed kennel use will be located in the center of the 91 acres and will be surrounded by crops and some farm animals. There can be no doubt that our proposed use is consistent with the agricultural heritage of our community.

2. Sound impact.

As you will recall, we commissioned a sound study at the Property to collect actual data to conduct a sound study with real barking dogs at the Property. Our acoustical consultant produced a report based upon the findings of the study that scientifically demonstrates that our proposed kennel use will not violate the local sound ordinance and will not have a negative sound impact on the adjoining landowners.

Our proposed facility is designed to minimize any sound impact from inside the kennel structure, and the dogs are never allowed outside the kennel structure unattended. The dogs are always in small groups with a care provider when outside, so the dogs will be monitored. The dogs are also exercised and worked throughout the day so that the dogs are not stressed or apt to vocalize due to anxiety or boredom.

The scientific evidence proves that our proposed use will not have a negative sound impact on the adjoining property or the community. The reality of the situation is that there is no record of any sound complaint against a commercial kennel in the County in recent history, and there is no reason to assume that our operation would be any different.

3. Impact on Bellevue Lane.

The traffic engineering standards applied to the proposed kennel use demonstrate and support that our proposed kennel use will not have any greater impact on Bellevue Lane than the current by right use. To the contrary, there is significant anecdotal evidence that our proposed use will generate less road trips with lighter vehicles than if the two allowed residential dwellings were housing two families on the Property. However, to address any possible concern, we are willing to develop the Old Winchester Road entrance and construct a road on the Property to route any kennel use trips through the Old Winchester Road entrance to avoid any use of Bellevue Lane for the proposed kennel use. Our conceptual drawing for the proposed Old Winchester Road entrance was submitted at the last meeting, and our engineers are ready to complete the engineering upon approval of our Application.

4. Septic System for house and kennel restroom.

The drain field and reserve for this Property were approved in 2005. Although we were not required to conduct a Karst Study of these areas given that the fields were already approved, we did so anyway in order to provide the County with the scientific report. Our septic design has been approved by the Health Department and we have received our permit. As our soils scientist and septic system designer has repeatedly stated, there is more than sufficient capacity in our system for our proposed use of the Property.

5. Pump and haul for kennel effluent.

Solid waste from the kennel use will be containerized and hauled to an appropriate landfill facility. The effluent from the kennel will be captured in a system of underground tanks. We have proposed to install a system of tanks with an alarm system to warn when one tank is close to capacity. The system is designed to accommodate maximum peak capacity to ensure sufficient capacity for our proposed use. The calculations for the system were developed in conjunction with the data

provided by the Virginia Health Department and the federal government as such are the entities that regulate animal waste. The alarm system is an audio/visual alarm meaning that it both sounds and blinks so that the warning signal is not missed. We would also institute a routine check policy to have our hauler provide a check on system level, water tightness of tank and alarm function to avoid any potential mishaps. The tanks are sealed and vacuum tested at the manufacturer and again tested prior to installation. This is the system for kennel effluent that was recommended by the County when we were preparing our site plan.

6. Property value impact.

We have provided opinion letters from two licensed real estate brokers who have studied the specific attributes of our Project and have knowledge of the proposed Site and the surrounding area, and they have stated that our proposed kennel use will not negatively impact the adjoining properties. There is no credible evidence that our proposed use of the Property will have a negative impact on the property value and/or assessment of any other real property. Ms. Peake's February 18, 2014 opinion letter is completely unsubstantiated. Ms. Peake is not a licensed real estate appraiser and Ms. Peake has failed to produce any support for her personal opinion stated in the February 18, 2014 letter. To the contrary, Ms. Peake has failed to rely upon, or produce any, factual or statistical data or appraisal information to support her personal opinion provided to the Board. Our proposed use of the Property will improve and increase its value, a point that Ms. Peake apparently has completely ignored.

7. Fee for services to support animal rescue operation.

We have learned that certain members of the Board may have concerns that we have somehow received a price advantage by purchasing property zoned as agricultural for our kennel use. To the extent that any such concern exists, we reiterate that our proposed use is an allowed use subject to a special use permit pursuant to the zoning ordinance. We also want to make clear that we have not received a price advantage by purchasing agricultural land. To the contrary, we have had to agree to pay a premium to our sellers to address the time and effort necessary to obtain the necessary approvals for our kennel use and a price in excess of the value of agricultural real estate. To be clear, we are not receiving any discount or price break in our purchase of the Property. We simply believe that animals do best when they have space which is why we are seeking to locate on the proposed Site.

We also want to address any residual concern about our model for the kennel operation, meaning a fee for service structure to fund the animal rescue operation. Our model is no different than any nonprofit operation, but for the fact that we will be paying taxes, unlike any tax exempt entity. Our structure allows us to charge a fee for services to those that support animal rescue to fund additional and ongoing animal rescue efforts. Furthermore, our model allows us to contribute to legislative efforts to benefit

animal rights and animal welfare, which we could not do as a nonprofit, as well as fund programs that are consistent with our mission such as low cost and no cost spay / neuter programs and vaccination programs. Our operation is transparent in this regard which we submit is more intellectually honest than structuring a venture as a nonprofit, avoiding taxes, and then forming a political action committee to shield any support or involvement as to legislative efforts.

Furthermore, we respectfully assert that our fee for service model to fund our animal rescue operation is no different than any other farming operation in which the farmer sells his crops, livestock or agricultural products. We submit that the vast majority of agricultural property is used for a commercial purpose, meaning that crops, animals and agricultural products are sold for a fee. Other than to feed one's family, people farm to sell their production. This fact is further demonstrated by the land use program's requirement that a farmer demonstrate a commercial exchange of some sort to stay in the program.

We are not gaining any advantage or discount by purchasing agricultural property. We are proposing to improve the Property, pay our taxes, and to be active members of our community to preserve and protect our Property and the surrounding environment.

We submit that we have provided any and all information necessary for the Board's approval of our Application. We respectfully submit that we have demonstrated that we will responsible stewards of the land and will take reasonable action to be good neighbors and members of the community. We maintain and reassert that our proposed, limited kennel use on the subject Property will not be detrimental to the public health, safety or general welfare. We further reaffirm and maintain that our proposed use is reasonable, does not create any adverse effect, and is in compliance with the relevant criteria contained in the Clarke County ordinances.

For all these reasons, we reaffirm and submit that our application should be approved and request that the Board approve our Application and Site Plan.

Respectfully,

A handwritten signature in blue ink, appearing to read "Gini Akhmed", written in a cursive style.

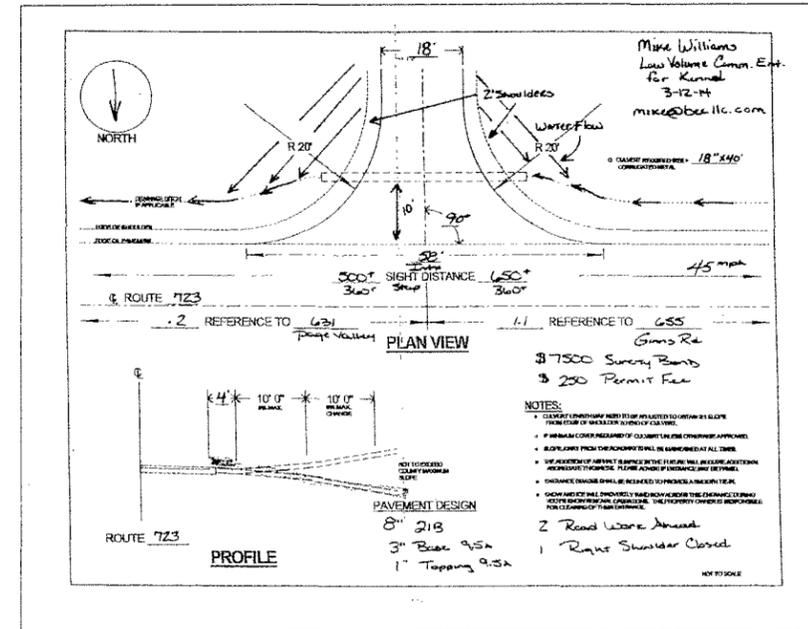
Happy Tails Development, LLC

cc: Carl Hales *via electronic transmission*

**APPLICANT'S ALTERNATIVE
ENTRANCE AND ACCESS PLAN**

SUP-13-02/SP-13-08

ELIZABETH & ROBERT SELL
 20 A 80
 1421 OLD WINCHESTER RD.
 ZONE: ADC

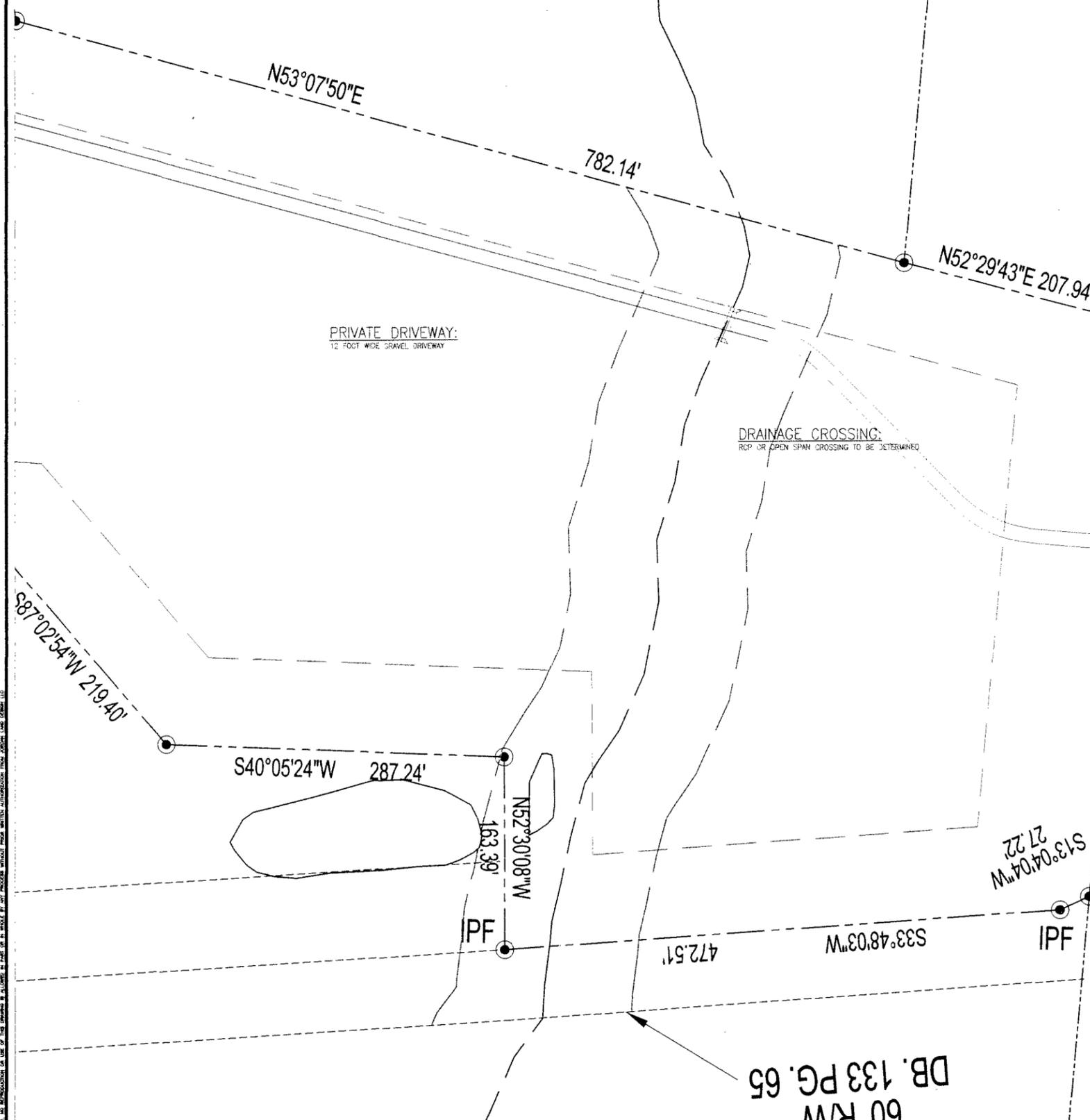


PRIVATE DRIVEWAY:
 12 FOOT WIDE GRAVEL DRIVEWAY

DRAINAGE CROSSING:
 RCP OR OPEN SPAN CROSSING TO BE DETERMINED

COMMERCIAL ENTRANCE:
 CB-12 ENTRANCE AS SHOWN ON ATTACHED DETAIL

OLD WINCHESTER ROAD - ROUTE #723
 S47°08'57"E 40' WID
 S47°08'57"E 207.94'



15-25% SLOPES

60' RM
 DB. 133 PG. 65

18267 Channel Ridge Court, Leesburg, Virginia 20176
 (971) 233-3830 FAX (703) 984-7777

Jordan Land Design LLC

03/14/14
 N/A

DAVID M. JOHNSON
 NO. 23297
 03/14/14
 PROFESSIONAL ENGINEER

ALTERNATIVE ENTRANCE PLAN
 HAPPY TAILS
 CLARKE COUNTY, VIRGINIA

BOYCE

300GFARM/BELLEVUE.JWC
 Page 56 of 511

**ADDITIONAL PROPERTY OWNER
DOCUMENTATION**

SUP-13-02/SP-13-08



Clarke County Planning Department

101 Chalmers Court, Suite B

Berryville, Virginia 22611

(540) 955-5132

BY MAIL AND ELECTRONIC MAIL

April 4, 2014

Carl Hales
302 South Braddock Street
Winchester, VA 22601

Re: Happy Tails Development, LLC (SUP 13-02)

Dear Mr. Hales:

In the County Attorney's review of the application documents in this Special Use Permit (SUP) Application, he has noted that you signed the application as owner, but his recent search of the land records indicates that the property is owned jointly by you, John P. Graves, and Dennis W. Singhas. As the ordinance requires the owner of the property to sign the application, the County Attorney has advised that it is going to be necessary for Mr. Graves and Mr. Singhas to also sign the application. A copy of the application is attached, with signature lines for the additional owners. Please have the enclosed application signed by them and returned to this office right away.

In addition, under the Zoning Ordinance the applicant for a SUP must be the record owner of the property or a contract owner (contract purchaser) with the written approval of the record owner. The applicant in this application is Happy Tails Development, LLC, and the application was filed in August, 2014. By signing the application with Happy Tails Development, LLC as the applicant, the owners are indicating their approval of Happy Tails Development, LLC being the applicant for the SUP on the property. What further is needed, however, is written confirmation and/or documentation from the owners that the applicant for the SUP is a contract purchaser of the property and that such contract is currently in force and has not been terminated.

It will be necessary for the foregoing to be provided before the Board of Supervisors takes final action on the SUP application.

Please contact me if you have any questions concerning the foregoing. I may be reached at (540) 955-5130 or via email at bstidham@clarkecounty.gov.

Sincerely,

A handwritten signature in black ink, appearing to read 'B. Stidham', with a long horizontal line extending to the right.

Brandon Stidham
Director of Planning

Cc: Gina Schaecher
Robert T. Mitchell, Jr. (County Attorney)

**Carl Hales
241 Providence Lane
Bluemont, Virginia 20135**

April 7, 2014

VIA HAND DELIVERY

Brandon Stidham
Director of Planning
Clarke County Planning Department
101 Chalmers Court, Suite B
Berryville, Virginia 22611

RE: Happy Tails Development, LLC, Special Use Permit Application

Dear Mr. Stidham:

I write in response to your April 4, 2014 letter regarding the above-noted matter. Specifically, I write to address the request that the other sellers of the Property, namely Dennis Singhas and John Graves, sign the above-noted Special Use Permit Application.

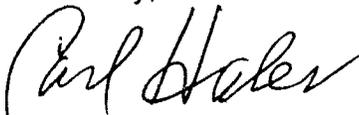
Although Mr. Singhas and Mr. Graves are agreeable to signing the Application, it is our position that I was authorized to sign on behalf of myself and the other sellers when I signed the Application as owner of the Property on August 2, 2013. Certainly, my signature was sufficient as the County has processed the Application, including cashing the check for the filing fee, as confirmed by Gina Schaecher from Happy Tails Development, LLC. Consequently, we maintain that no additional signatures are necessary and do not concede any argument that any further signatures were, or are, needed to process and approve this Application. Mr. Singhas, Mr. Graves and I have consented to and have authorized this Application since the date of its submission.

In the spirit of cooperation, we are providing a copy of the first page of the Application with Mr. Graves' and Mr. Singhas' signatures to accommodate your specific request.

In response to your inquiry as to the status of Happy Tails Development, LLC, with regard to the Special Use Permit Application, I write to confirm that Happy Tails Development, LLC was, at the time of the submission of the SUP Application, and continues to be, the contract purchaser of the subject Property. The contract for sale and purchase remains in full force and effect. I am authorized to provide the confirmation of this fact on my own behalf, as well as on behalf of the other sellers of the Property, Mr. Singhas and Mr. Graves.

Should the Board or the Planning Department have any further questions, or should you require any further information, I welcome you to contact me at your earliest opportunity. We do not want this matter to be further delayed due to any assertion that yet additional information is needed. We urge the Board's immediate action and approval of this pending Application.

Sincerely,



Carl Hales

Approved & Authorized by:



Dennis Singhas



John Graves

Enclosure

cc: Gina Schaecher, Happy Tails Development, LLC with copy of enclosure by email

LAND DEVELOPMENT APPLICATION



Applicant: HAPPY TAILS DEVELOPMENT, LLC
 Applicant's Address: 15268 SHANNONDALE ROAD
HARRISVILLE, VA 20132
 City: HARRISVILLE State: VA Zip Code: 20132
 Applicant's E-Mail Address: GINA@3DOG-FARM.COM
 Agent (Contact Person): GINA SCHNEIDER Phone: 571-215-4902
 Agent's Company: HAPPY TAILS DEVELOPMENT, LLC
 Agent's Address: 15268 SHANNONDALE ROAD, HARRISVILLE, VA 20132
 Current Property Owner: Carl Hayes
 Owner's Address: _____ Phone: _____
 Correspondence to be sent to: Applicant Owner Agent Other
 Tax Map Parcel Number: _____ Magisterial District: _____
 General Project Location: _____ Site size (gross/net acreage): _____

Check Appropriate Request

- PLANNING COMMISSION**
- Major Subdivision
 - Minor Subdivision (1 or 2 lots)
 - Administrative Subdivision (parcels > 100 acres)
 - Boundary Line Adjustment
 - Merger of Parcels
 - Site Plan
 - Site Plan Amendment
 - Erosion & Sediment Plan
 - Storm Water Plan
 - Maximum Lot Size Exception

- PLANNING COMMISSION & BOARD of SUPERVISORS**
- Farming
 - Special Use Permit
 - Comprehensive Plan Amendment
 - Zoning Ordinance Text Amendment
 - Subdivision Ordinance Text Amendment
 - Other

BOARD OF ZONING APPEALS

- Administrative Appeal
- Variance
- Special Exception

BOARD OF SEPTIC & WELL APPEALS

- Administrative Appeal
- Variance

BERRYVILLE AREA DEVELOPMENT AUTHORITY

- Site Plan
- Site Plan Amendment

HISTORIC PRESERVATION COMMISSION

- Certificate of Appropriateness

Complete as applicable:

Name of Subdivision, Development, or Proposal: _____
 Proposal/Request: _____
 Existing Zoning: _____ Proposed Zoning: _____ # of Proposed Lots: _____

Applicant: The information provided is accurate to the best of my knowledge. I acknowledge that fees and expenses for professional review of application materials by county consultants shall be reimbursed to the County at cost, including any percolation tests, topographic studies, or other requirements of the Health Official or Zoning Administrator. I understand that the County may deny, approve, or conditionally approve this application. I certify that all property corners have been clearly staked and flagged.

Applicant's Signature: [Signature] Date: 7-30-13

Owner: I have read this completed application, understand its intent, and freely consent to its filing. If this application is for the purpose of subdivision, I understand that further subdivision of this property will not be permitted within twelve months of approval of this action, unless an Exploratory Sketch Plan is submitted with this application. I grant permission to the Planning Department and other authorized government agents to enter the property and make such investigations and test as they deem necessary.

Owner's Signature: [Signature] Date: 8-2-13

Town/County Government Center
101 Chalmers Court
Berryville, VA 22611

[Signature] John P. Graves
[Signature] Dennis W. Singhas

WWW.CLARKECOUNTY.VA.GOV
 voice 540-928-6133
 fax 540-928-6189

**GREEN STEP KENNEL MAP
(COUNTY GIS)**

SUP-13-02/SP-13-08

Clarke County**bstidham@clarkecounty.gov**

greenstep kennel

From : Alison Teetor <ateetor@clarkecounty.gov> Tue, Apr 01, 2014 11:23 AM
Subject : greenstep kennel 📎 1 attachment
To : John Staelin <jstaelin@earthlink.net>
Cc : Brandon Stidham <bstidham@clarkecounty.gov>

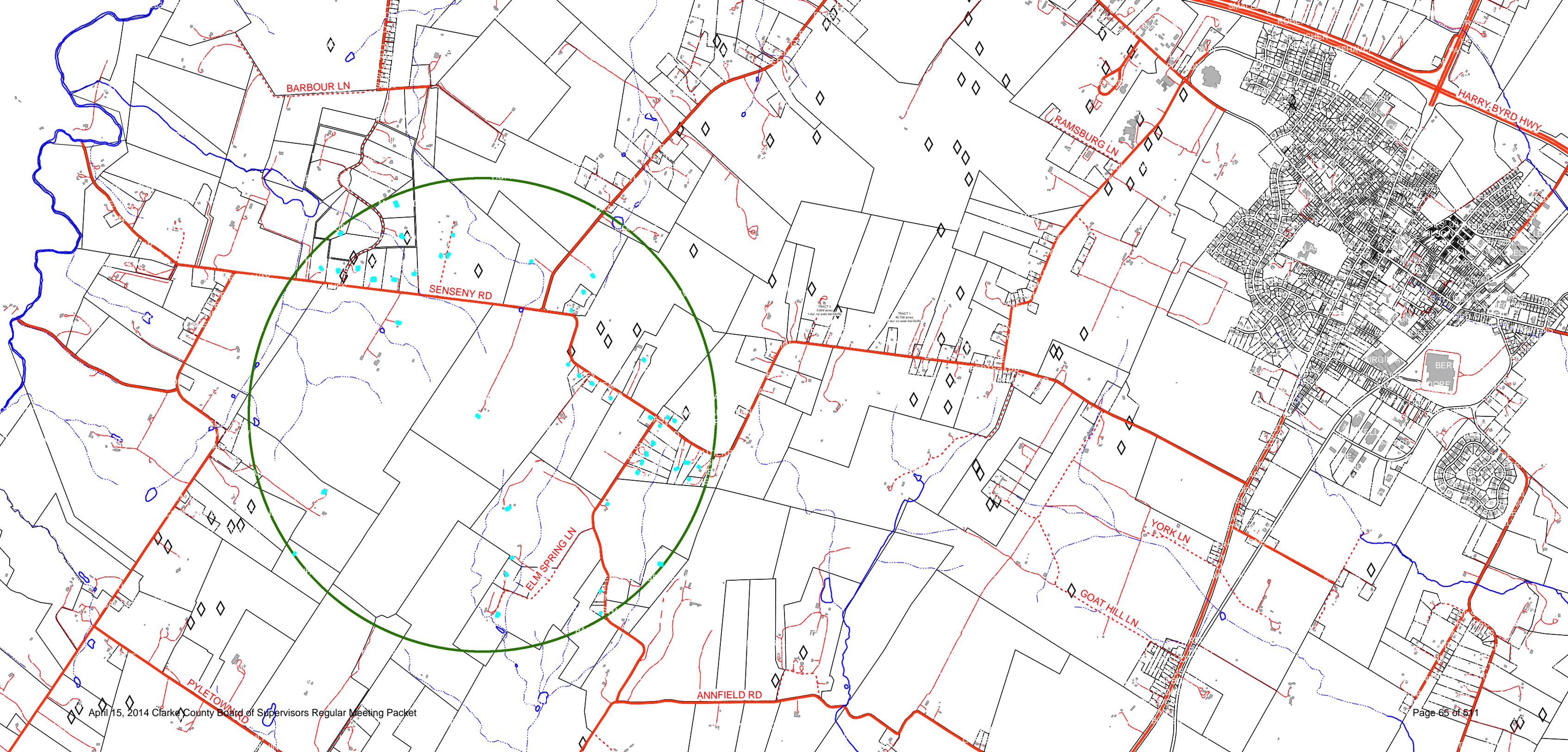
John,

Attached is a map depicting a mile radius around greenstep kennel. Using the GIS to search, I identified 46 addressed structures (homes) within the circle. Let me know if you need any additional information.

Alison

Alison Teetor
Natural Resource Planner
101 Chalmers Ct.
Berryville, VA 22611
(540) 955-5134 (voice)
(540) 955-5180 (fax)

 **greenstep_map.pdf**
803 KB



**CITIZEN COMMENTS RECEIVED SINCE
MARCH 18 BOARD OF SUPERVISORS
MEETING**

SUP-13-02/SP-13-08

Clarke County**bstidham@clarkecounty.gov**

Approve Three Dog Farms Proposal

From : Sharon Carroll <sharon.carroll615@gmail.com>

Tue, Mar 18, 2014 12:55 PM

Subject : Approve Three Dog Farms Proposal**To :** bstidham@clarkecounty.gov, lwalburn@clarkecounty.gov

Good Afternoon,

I am writing to encourage you to approve the plan Three Dog Farm has proposed for their property. This area of Northern Virginia is in great need of a caring animal rescue such as this. Unfortunately we as humans do not live up to our commitment to care for the animals that we have brought into this world, and have a responsibility as good citizens, to provide proper care for. The neglect and abuse is unfathomable.

The officers of Three Dog Farm & Happy Tails Development are some of the most compassionate and responsible people I have ever met. Responsible not only in honoring their commitment to the animals they rescue and find permanent homes for, but also in their commitment to be respectful and responsive to the people they touch as they work to carry out their mission. You will not find people who are more considerate of their neighbors, and who will work to ensure a well-managed, thoughtful, positive, clean environment.

This is a win-win situation for everyone. Please have the vision to approve this special use permit.

Sincerely,

Sharon Carroll
40727 Newton Place
Leesburg, VA 20175

Sent from my iPad

Clarke County**bstidham@clarkecounty.gov**

Regarding 3 Dog Farm Application

From : clarke supervisor <clarkesupervisor@visuallink.com> Tue, Mar 18, 2014 04:27 PM
Subject : Regarding 3 Dog Farm Application  TO DO 
To : Todd Batt <toddbatt1@gmail.com>
Cc : Lora Walburn <lwalburn@clarkecounty.gov>, Brandon Stidham <bstidham@clarkecounty.gov>

Mr. Batt,

Thank you for your comments and observations. I will request they be made a part of the record in this matter.

Michael Hobert**Clarke County Board of Supervisors**

24 East Main Street | Berryville, VA 22611

Phone: 540.955.4141 | Fax: 540.955.4186 | Email: clarkesupervisor@visuallink.com

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On Mar 18, 2014, at 12:04 PM, Todd Batt wrote:

To the Clarke County Board of Supervisors

So many issues/conflicts start in the wrong place; and it appears this one has as well.

Some residents of Clarke County feel as if there personal preferences and vision of their surroundings are the responsibility of local and county government to ensure. And so they are (understandably) trying to use any vehicle/instrument available to avoid the surroundings changing. Aside from physical coercion, which may or may not have occurred to the horse of a supporter of 3 Dog (that you may have heard about)... we all understand that those that only want horse farms and wineries are going to do whatever they can to support their agenda.

So everyone thinks we are in "hearing" phase, where we're going to hear "both sides" of a disagreement over an interpretation of written code or laws. And the assumption is that we're going to hear the board "decide" which interpretation is right.

I think that we're in a completely different situation.

There aren't two sides here of a disagreement of interpretation

I think we have some people that don't like the system that worked for them.. working for others. Free enterprise, and favorable real estate tax laws that artificially support their minimum status farms are great... until someone has a different business model buys the land next door. Again, they're exploiting the process, which is their prerogative. But their resistance is what it is.

And then we have citizens of the county and state trying to execute on a legal business model that are... at this point... being hindered and damaged.

That's where we are on March 18th, 2014.

And now we shift to a potentially bigger concern, which is the county's participation in this should 3 Dogs efforts be hindered any further. As a citizen of this state I have the following questions.

1. Is the county ready to go back and reconcile past decisions based on the premises of these neighbors?
2. Is Clarke really ready to measure all of its decisions based on type of animal in the business model?
 - a. Is Clarke ready to fully own now publishing and maintaining the list of animals it does not allow businesses to form around? Don't make the mistake of not understanding that that is the extrapolation of rejecting 3 Dog's application. That is the EXACT next thing that will have to occur from the State's perspective.
3. The hyper involvement with the building; architecturally.. is Clarke ready to start overtly listing the composition, style etc of buildings being built?
4. Traffic flow? Clarke is going to start a matrix of customer traffic counts

over every road over certain timeframes in X vs. Y part of the county...
really?

5. Is Clarke ready to engage the State's Attorney General on that basic question of facilitating to any degree the blocking of that citizens right to engage in a legal business?

The basic themes are that both at a high level and from an elemental perspective, Clarke County is at the edge of a fairly tenuous point.

1. Any further facilitation of the obstruction of the application opens up larger questions.
2. Clarke County runs the risk of implicitly listing the types of businesses it will allow as opposed to sticking to its mandate of avoiding clear health risks, which the presence of 3 Dog farm obviously does not pose.

I have been encouraging 3 Dog to essentially communicate that they are considering retracting every goodwill gesture (aka excessive expense incurred to appease neighbors that are overstepping). And to suggest to everyone the themes in this letter.

They are being patient. Their investment in this free enterprise endeavor is great, and they are completely bending over backwards to achieve a constructive neighborly relationship as well as compliance with laws and code that is being exploited by those same people.

I would hope the county realizes that the status of this situation is no longer weighing anything out. There are zero demonstrable issues with their application and everyone involved needs to quit hindering 3 Dog from running a business that is extremely precious to the well being of the Commonwealth.

Respectfully,

Todd Batt

Endeavor Advocacy

ps As the board, you have an impossible expectation thrust upon you of supporting the legal processes afforded to everyone, while fulfilling the mandates you've been elected to manage, and execute it all in an often emotionally charged environment. Very very sincerely, your position should be highly paid, and more importantly respected and appreciated. But from those same sincerely held beliefs I am urging you to consider the outline that precedes this. Thank you.

Visual Link Spam Filter
Mark as Spam

Clarke County**bstidham@clarkecounty.gov**

Fwd: Special Use Permit

From : Lora Walburn <lwalburn@clarkecounty.gov>

Tue, Mar 18, 2014 04:49 PM

Subject : Fwd: Special Use Permit**To :** Brandon Stidham <bstidham@clarkecounty.gov>

From: "clarke supervisor" <clarkesupervisor@visuallink.com>**To:** "Demetria Claytor" <mojo-11@hotmail.com>**Cc:** "Lora Walburn" <lwalburn@clarkecounty.gov>**Sent:** Tuesday, March 18, 2014 4:25:32 PM**Subject:** Re: Special Use Permit

Thank you for your comments. I will request they be made a part of the record in this matter.

Michael

Michael Hobert**Clarke County Board of Supervisors**

24 East Main Street | Berryville, VA 22611

Phone: 540.955.4141 | Fax: 540.955.4186 | Email: clarkesupervisor@visuallink.com

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On Mar 18, 2014, at 3:37 PM, Demetria Claytor wrote:

Dear Mr. Hobert,

I am contacting you to express my opposition to the large commercial kennel that has requested a Special Use Permit to build and operate their kennel in a residential area. I am a dog lover for sure, however there has got to be a better place for all involved.

Thank you,
Demetria Claytor

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Mark as Spam

--

Lora B. Walburn
Deputy Clerk to the Board Supervisors
Executive Assistant - County Administration
County of Clarke
101 Chalmers Court, Suite B
Berryville, Virginia 22611
[540] 955-5175
[540] 955-5180 Fax
lwalburn@clarkecounty.gov

Clarke County

bstidham@clarkecounty.gov

3 dog farm

From : judypier52@gmail.com

Tue, Mar 18, 2014 07:04 PM

Subject : 3 dog farm

To : bstidham@clarkecounty.gov

I support 3 dog farm and there mission Thank you Judy pierce 218
river park lane bluemont va 20135

Sent from my iPhone

Clarke County**bstidham@clarkecounty.gov**

Re: Testimonial - Rescue Kennel Project PLEASE USE THIS COPY - THANK YOU

From : Gabriel Wagner <gabrielgwagner@gmail.com>

Mon, Mar 24, 2014 11:31 AM

Subject : Re: Testimonial - Rescue Kennel Project PLEASE USE
THIS COPY - THANK YOU**To :** bstidham@clarkecounty.gov

> Director, Brandon Stidham
> Clarke County Board of Supervisors
>
> Dear Mr. Stidham,
>
> I am writing in warm support of Gina Schaecher and the Rescue Kennel
> Project. She provided me with pro bono consultation and assistance in
> the training and care of my Great Pyrenees puppy. In that context, I
> visited her 3 Dog Farm facility. She was highly adept and expert in
> her consultation. She was well focused and attentive. She was highly
> professional and at the same time personable and kind in her treatment
> of both her canine and human visitors. I had an opportunity to
> observe the facility which was perfectly organized, hygenic, and well
> maintained in every detail. The several dogs in residence where well
> behaved and happy. I parked up the road and walked to the gate and so
> could observe the way the property blended in the environment, and I
> was well impressed. It did not in any way detract from or alter the
> beautiful bucolic setting of the Virginia countryside.
>
> I feel confident that if Gina Schaecher is involved, the Rescue Kennel
> Project will be of similar fine quality, and a positive and well
> integrated contribution to the local community.
>
> I realize you may have already acted on the Rescue Kennel Project, but
> I hope you will put my letter into the file, as a warm and very
> positive testimonial to the quality of Gina Schaecher's work.
>
> Sincerely,
>
> Gabriel Wagner
> Hyattsville MD
> 202 702 1567
>

Clarke County

bstidham@clarkecounty.gov

Fwd: Happy Tails Development, LLC - SUP

From : Lora Walburn <lwalburn@clarkecounty.gov>

Mon, Mar 31, 2014 11:00 AM

Subject : Fwd: Happy Tails Development, LLC - SUP**To :** Brandon Stidham <bstidham@clarkecounty.gov>

From: "Philip W Jones" <Philip.Jones@gdit.com>**To:** clarkesupervisor@visuallink.com, bjb1971@verizon.net, bevmckay@gmail.com, amweiss@visuallink.com, jstaelin@clarkecounty.gov, dash@clarkecounty.gov, lwalburn@clarkecounty.gov**Cc:** "Phil Jones" <jonesphil@earthlink.net>**Sent:** Monday, March 31, 2014 10:53:43 AM**Subject:** Happy Tails Development, LLC - SUP

To the Board of Supervisors,

I am writing in continued opposition to the Special Use Permit for Happy Tails Development, LLC. In addition to issues I have already raised, I would like to add a few more for your consideration.

1. Should the Board vote to approve this application with conditions, my concern is that enforcement will become the responsibility of the adjacent Clarke County residents as I don't believe that the County has the resources to monitor compliance. This will create an uncomfortable situation for us and potentially one fraught with legal action as the agent for the LLC appears to be litigious.
2. If the Board believes that the only way for this application to move forward is to encumber it with a host of conditions, then perhaps it's because the project shouldn't really be approved at all. If there are that many concerns and that many issues that must be mitigated, then I believe that the application should not be approved because it doesn't really fit within our community.
3. Though I realize that the VOF sent a letter supporting the kennel in September of last year, much has changed with the site plans and to my knowledge VOF hasn't reviewed the new plans. Further, my understanding is that the applicant has now proposed a new entrance to the property directly from Old Winchester Rd. Again, another change in the plans and I sincerely doubt that VOF has been made aware. In addition, I believe that the county may have standing in the VOF easement in question and therefore have a right to challenge their errant decision of allowing a commercial kennel operation in an agricultural easement.

I understand that this is an emotionally charged issue and I respect that the Board must review all such applications with the appropriate diligence. But please remember that the residents of Clarke County that will be most injured if this is approved are virtually unanimous in our opposition.

Philip W. Jones
General Dynamics Information Technology
philip.jones@gdit.com

703 623-9540

--

Lora B. Walburn
Deputy Clerk to the Board Supervisors
Executive Assistant - County Administration
County of Clarke
101 Chalmers Court, Suite B
Berryville, Virginia 22611
[540] 955-5175
[540] 955-5180 Fax
lwalburn@clarkecounty.gov

Clarke County**bstidham@clarkecounty.gov****Fwd: Enforcement of Conservation Easement--VOF Easement #CLA-VOF-1630**

From : Lora Walburn <lwalburn@clarkecounty.gov>
Subject : Fwd: Enforcement of Conservation Easement--VOF
Easement #CLA-VOF-1630
To : Brandon Stidham <bstidham@clarkecounty.gov>

Mon, Mar 31, 2014 11:02 AM



From: "Roderick DeArment" <RDeArment@cov.com>
To: "Brett Glymph" <bglymph@vofonline.org>
Cc: "Michael Hobert" <clarkesupervisor@visuallink.com>, "Barbara Byrd" <bjb1971@verizon.net>, "David Weiss" <amweiss@visuallink.com>, "Bev McKay" <bevmckay@gmail.com>, "John Staelin" <jstaelin@clarkecounty.gov>, "David Ash" <dash@clarkecounty.gov>, "Lora Walburn" <lwalburn@clarkecounty.gov>, "George Ohrstrom" <gohrstrom2@aol.com>, "Mike Evans" <michael_evans@finance.senate.gov>, "Mark Prater" <Mark_Prater@Finance-rep.Senate.gov>, "Aharon Friedman" <aharon.friedman@mail.house.gov>, "Janice Mays" <janice.mays@mail.house.gov>, "Senator Jill Vogel" <district27@senate.virginia.gov>, "Cindy Bridgman (Delegate Minchew)" <cindybridgman.va10@gmail.com>, "Rand Wentworth" <rwentworth@lta.org>, "Mary Pope Hutson" <mpmhutson@lta.org>, "Russ Shay" <rshay@lta.org>, "Chris Miller" <cmiller@pecva.org>, "Gem Bingol" <gbingol@oecva.org>
Sent: Monday, March 31, 2014 10:52:02 AM
Subject: Enforcement of Conservation Easement--VOF Easement #CLA-VOF-1630

Roderick A. De Arment
409 Bellevue Lane
Boyce, Virginia 22620

March 31, 2014

Brett C. Glymph
Executive Director
Virginia Outdoor Foundation
39 Garrett Street, Suite 200
Warrenton, Virginia 20186

Dear Ms. Glymph:

Ref: VOF Easement #CLA-VOF-1630
(Clarke County Deed Book 429 page 586)

I am writing to request that the VOF reconsider its ill-advised opinion in the attached September 6, 2013 letter that a commercial dog boarding kennel on Clarke County easement land referenced above is an acceptable use.

I own property that adjoins the proposed kennel operation and which is covered by the same VOF deed of gift of easement as the proposed kennel property, dated the 23rd of March, 2005 and referenced above. Therefore, under Virginia Code Section 10.1-1013, I have legal standing to challenge VOF's faulty interpretation. The Clarke County government also has legal standing.

The easement in question states in relevant part:

**"INDUSTRIAL OR COMMERCIAL ACTIVITIES.
Industrial or commercial activities other than the following are prohibited: (1) agricultural, viticulture, aquaculture, silviculture, horticulture or equine activities...."**

The proposed commercial kennel is not an agricultural activity. Under Virginia law dogs are expressly excluded from the definition of agricultural animals. Virginia Code Section 3.2-6500 clearly delineates the status of dogs:

"Agricultural animals" means all livestock and poultry.

"Companion animal" means any domestic or feral dog, domestic or feral cat, nonhuman primate, guinea pig, hamster, rabbit not raised for human

food or fiber, exotic or native animal, reptile, exotic or native bird, or any feral animal or any animal under the care, custody, or ownership of a person or any animal that is bought, sold, traded, or bartered by any person. Agricultural animals, game species, or any animals regulated under federal law as research animals shall not be considered companion animals for the purposes of this chapter.

"Farming activity" means, consistent with standard animal husbandry practices, the raising, management, and use of agricultural animals to provide food, fiber, or transportation and

the breeding, exhibition, lawful recreational use, marketing, transportation, and slaughter of agricultural animals pursuant to such purposes.

"Livestock" includes all domestic or domesticated: bovine animals; equine animals; ovine animals; porcine animals; cervidae animals; capradae animals; animals of the genus Lama; ratites; fish or shellfish in aquaculture facilities, as defined in § 3.2-2600; enclosed domesticated rabbits or hares raised for human food or fiber; or any other individual animal specifically raised for food or fiber, except companion animals.

Therefore, under Virginia law dogs are legally not agricultural animals and dog-related activities are not farming activities.

The commercial kennel in question proposes to take in dogs mainly from the Washington, DC area for overnight boarding, "doggie" day care, training and grooming, in addition to dog-related ancillary activities. There will be no dog breeding. To the extent it is economically feasible, some rescue dogs will also be boarded at the kennel. Thus, what is proposed is a commercial service business catering to dog owners. This would be not unlike similar kennels in commercial and warehouse districts in other counties. Even a common sense application of the term "agricultural" would not encompass this commercial service business.

Since the scope and details of this proposed kennel have changed or been more fully developed over the last six months, it is possible that the VOF was not made aware of these developments:

- (1) The proposed kennel will have a capacity of 40 dogs, which would make it the largest commercial kennel in Clarke County.
- (2) The development will include a single family house, a parking lot, a large kennel building, five acres of American wire dog runs and perimeter fencing. Some of the 7 large dog exercise yards (80 ft. x 80 ft.) will be covered by a fabric rain barrier.
- (3) This kennel and its five-acre metal wire fencing will be visible from Route 723, a Scenic By-way, and from other surrounding easement properties.

- (4) The kennel's principal activity would be to provide commercial dog boarding, "doggie" day care, dog training, dog grooming, and training classes for not only dogs but also dog owners, in addition to "dog massage classes" for dog owners. Several times a year there would be large "Kanine Karnival" events (100 or more dogs).
- (5) The operation will have two resident managers and 5 full-time outside staff at minimum. No volunteers have been indicated, although they are active in the permit applicant's current facility located in Loudoun County.
- (6) Since the dogs will be exercised and trained in outdoor exercise yards totaling over 1 acre, the operation will generate considerable noise for surrounding residents. One acoustical expert predicted the dog noise could exceed 70 decibels. The permit applicant is requesting that the 40 dogs be allowed outside from 6 AM to 9 PM.
- (7) The Clarke County Assessor stated that if the kennel were permitted it could reduce the value of 50+ neighboring properties by 15 to 25%, a number of which are also under conservation easement.
- (8) The facility would bring a considerable volume of commercial traffic, including heavy "pump and haul" tankers to collect liquid dog waste, travelling on a one-lane private residential road that was never intended for large scale, non-agricultural commercial use. This would present significant safety issues to neighboring residents.
- (9) The site is on a major limestone ridge that is part of the Clarke County groundwater recharge area. The proposed septic drain field is uphill 245 feet from an adjoining property owner's well. The liquid dog waste is to be contained in one or more underground tanks, the size of which is as of yet undetermined, with un-monitored overflowing, and resulting ground contamination possible.

The VOF's letter has caused dismay among the Clarke County land owners and easement donors, many of whom have asked me why the VOF is not enforcing its own easement.

This failure to enforce the easement seriously risks losing public

support for the whole conservation easement program, which rests on the premise that in exchange for the tax benefits, the easement restrictions will be vigorously enforced by the easement holder. Ironically, this comes at a sensitive time where the land trust community has been struggling to get the now-expired Federal enhanced easement tax incentives reinstated. Allowing a landowner subject to easement to profit by selling at an enhanced price for a nonconforming use is precisely what easements are supposed to prevent. This is the situation here. At last notice the proposed kennel owner (permit applicant) has a contingent contract on the land that hinges on the nonconforming use.

Thus, I urge you to promptly reconsider your September 6th letter. The Clarke County Board of Supervisors is scheduled to take up the kennel issue on April 15th.

Sincerely ,

Roderick A. De Arment

CC: Michael Hobert, Chairman, Clarke County Board of Supervisors
 David Weiss, Vice Chair, Clarke County Board of Supervisors
 Barbara Byrd, Clarke County Supervisor
 Bev McKay, Clarke County Supervisor
 John Staelin, Clarke County Supervisor
 David Ash, Clarke County Administrator
 Lora Walburn, Deputy Clerk, Clarke County Board of Supervisors
 George L. Ohrstrom II, Chair, Clarke County Conservation Easement

Authority

Senator Ron Wyden, Chairman, Senate Finance Committee
 Senator Orrin Hatch, Ranking Member, Senate Finance Committee
 Mike Evans, Chief Counsel, Senate Finance Committee
 Mark Prater, Deputy Staff Director and Chief Tax Counsel, Minority,

Senate Finance Committee

Congressman Dave Camp, Chairman, House Ways and Means

Committee

Congressman Sander M. Levin, Ranking Member, House Ways and

Means Committee

Aharon Friedman, Tax Counsel, House Ways and Means Committee

Janice Mays, Democratic Chief Counsel and Chief Tax Counsel, House

Ways and Means Committee

Congressman Frank Wolf

Senator Jill Vogel

Delegate Randy Minchew

Rand Wentworth, President, Land Trust Alliance

Mary Pope Hutson, Executive Vice President, Land trust Alliance

Russ Shay, Director of Public Policy, Land Trust Alliance

Chris Miller, President, Piedmont Environmental Council

Rem Bingol, Loudoun and Clarke Field Officer, Piedmont

Environmental Council

*Roderick A. DeArment
Flat Duck Farm
409 Bellevue Lane*

*P.O. Box 99
Boyce, VA 22620*

*Cell-703-408-9466
Home--540-837-1073*

If this is time sensitive, please call my cell.

--

Lora B. Walburn

Deputy Clerk to the Board Supervisors

Executive Assistant - County Administration

County of Clarke

101 Chalmers Court, Suite B

Berryville, Virginia 22611

[540] 955-5175

[540] 955-5180 Fax

lwalburn@clarkecounty.gov

**Howard Lewis
34508 Bloomfield Road
Bluemont, VA 20135**

April 1, 2014

**Mr. J. Michael Hobert
Chair
Clarke County Board of Supervisors
P.O. Box 588
Berryville, VA 22611**

Dear Mr. Hobert:

Gina Schaecher has applied to build a dog kennel near the town of Boyce in Clarke County. My wife and I have known Gina for years and have no doubt that her kennel, if approved, will be run in a very competent and professional manner. We hope that the Clarke County Board of Supervisors approves Gina's application. That said, I want to make it clear that neither my wife nor I are personally involved with this application or any of the issues surrounding it. I want to emphasize this point because of something that occurred yesterday.

A lady, claiming to be a Clarke County resident, left a message on our home phone saying that "you guys" are applying to build a kennel in the county and that Gina was suing a member of the Planning Commission who opposed the application. The lady went on to say that you are "not going to be very welcome" and "we don't like that kind of thing." Whoever made this call probably didn't mean for the last two statements to be threatening, but to leave such a message on the phone of a complete stranger, who has nothing to do with this matter, makes you wonder.

I should add that the caller said that she was calling from a phone that couldn't be traced. This was only partly the case. The caller ID on my phone did show "Unknown Name" but it also identified the telephone number (540-514-3040). I seriously considered filing a complaint with the phone company. Instead, I decided to write to you to make you aware of the tactics, which the opponents to Gina's application, are employing.

I worked for 30 years in Washington so I know all about the passions that can be ignited in public policy debates. One of my old bosses constantly reminded the younger members of his staff that "good public policy is not *ad hominem*." He was right. As far as I am concerned, my boss' adage applies whether we're talking about a Congressional vote on the World Trade Organization or an application to build a dog kennel in Clarke County.

To leave anonymous, and vaguely threatening messages, on the phones of complete strangers, who have nothing to do with the matter at hand, is stepping over the line and certainly raises a question about the credibility of some of the people opposing Gina's application.

Sincerely,



Clarke County

bstidham@clarkecounty.gov

Happy Tails Development, LLC; SUP Application; threatening phone calls to our friends

From : clarke supervisor <clarkesupervisor@visuallink.com> Mon, Apr 07, 2014 03:34 PM
Subject : Happy Tails Development, LLC; SUP Application; threatening phone calls to our friends  1 attachment
To : Lora Walburn <lwalburn@clarkecounty.gov>
Cc : Gina Schaecher <gina@3dogfarm.com>, Brandon Stidham <bstidham@clarkecounty.gov>

Lora,

Please share with the Board and appropriately file this correspondence from Ms. Schaecher.

Michael

Michael Hobert**Clarke County Board of Supervisors**

24 East Main Street | Berryville, VA 22611

Phone: 540.955.4141 | Fax: 540.955.4186 | Email: clarkesupervisor@visuallink.com

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Begin forwarded message:

From: Gina Schaecher <gschaecher@gmail.com>
Date: April 4, 2014 6:48:04 PM EDT
To: Michael Hobert <lawyers1@verizon.net>
Cc: Carl Hales <carlh@mris.com>
Subject: **Happy Tails Development, LLC; SUP Application; threatening phone calls to our friends**

Chairman Hobert:

You may have already received the attached letter by mail. However, we wanted to bring this matter to your attention as we have identified the caller and remain concerned that someone may be taking advantage of this individual's condition and/or provoking this individual's conduct.

We have identified the caller through her phone number as the following:

Prudence (Prue) Anderson, 603 Kersey Lane, Boyce, VA.

Ms. Anderson, prior to the threatening phone call to our friends the Lewises, had not been identified and/or otherwise affiliated with anyone opposed to our Project. I do not mean to imply that it is not possible for Ms. Anderson to be operating under her own volition. However, there does appear to be a certain element operating among those opposed to our Project that is not above taking advantage of those who may not fully appreciate the consequences of their actions.

For further example, most recently, we were contacted by someone who thought that they were signing a petition in favor of our Project. It was not until we explained that we were not, and have not, circulated a petition at the Clarke County Bank, that the individual learned that she had been misled and had signed a petition in opposition to our project. We have since identified at least two other persons who have signed the petition that was circulated at the bank that were misled into thinking that they were signing a petition in favor of our project. We are in the process of collecting affidavits from these individuals.

It is with great disappointment that we report these incidents to you. We do not want to impose a greater burden on your time and that of the Board than the generous amount of consideration already provided to this Project; however, we do think that the Board should be aware of these circumstances.

We remain steadfast in our hope that the Board is not distracted by the unsubstantiated contentions and antics of those fearful of any change regardless of the law or a property owner's rights, and that our Application will be evaluated on its merits as demonstrated through the scientific testing, reports and other data that we have submitted.

We thank you for your continued consideration of this matter.

Respectfully,

Gina Schaecher
Happy Tails Development, LLC

Visual Link Spam Filter
Mark as Spam

 **H. Lewis Ltr to J. M. Hobert 04.01.14.pdf**

65 KB

**Howard Lewis
34508 Bloomfield Road
Bluemont, VA 20135**

April 1, 2014

Mr. J. Michael Hobert
Chair
Clarke County Board of Supervisors
P.O. Box 588
Berryville, VA 22611

Dear Mr. Hobert:

Gina Schaecher has applied to build a dog kennel near the town of Boyce in Clarke County. My wife and I have known Gina for years and have no doubt that her kennel, if approved, will be run in a very competent and professional manner. We hope that the Clarke County Board of Supervisors approves Gina's application. That said, I want to make it clear that neither my wife nor I are personally involved with this application or any of the issues surrounding it. I want to emphasize this point because of something that occurred yesterday.

A lady, claiming to be a Clarke County resident, left a message on our home phone saying that "you guys" are applying to build a kennel in the county and that Gina was suing a member of the Planning Commission who opposed the application. The lady went on to say that you are "not going to be very welcome" and "we don't like that kind of thing." Whoever made this call probably didn't mean for the last two statements to be threatening, but to leave such a message on the phone of a complete stranger, who has nothing to do with this matter, makes you wonder.

I should add that the caller said that she was calling from a phone that couldn't be traced. This was only partly the case. The caller ID on my phone did show "Unknown Name" but it also identified the telephone number (540-514-3040). I seriously considered filing a complaint with the phone company. Instead, I decided to write to you to make you aware of the tactics, which the opponents to Gina's application, are employing.

I worked for 30 years in Washington so I know all about the passions that can be ignited in public policy debates. One of my old bosses constantly reminded the younger members of his staff that "good public policy is not *ad hominem*." He was right. As far as I am concerned, my boss' adage applies whether we're talking about a Congressional vote on the World Trade Organization or an application to build a dog kennel in Clarke County.

To leave anonymous, and vaguely threatening messages, on the phones of complete strangers, who have nothing to do with the matter at hand, is stepping over the line and certainly raises a question about the credibility of some of the people opposing Gina's application.

Sincerely,



Clarke County**bstidham@clarkecounty.gov**

Status Of Kennel Real Estate Contract

From : clarke supervisor <clarkesupervisor@visuallink.com> Mon, Apr 07, 2014 03:36 PM
Subject : Status Of Kennel Real Estate Contract 
To : Lora Walburn <lwalburn@clarkecounty.gov>
Cc : Roderick DeArment <RDeArment@cov.com>, Brandon Stidham <bstidham@clarkecounty.gov>

Lora,

Please share with the Board and appropriately file this correspondence from Mr. DeArment.

Michael

Michael Hobert

Clarke County Board of Supervisors

24 East Main Street | Berryville, VA 22611

Phone: 540.955.4141 | Fax: 540.955.4186 | Email: clarkesupervisor@visuallink.com

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Begin forwarded message:

From: "DeArment, Roderick" <RDeArment@cov.com>
Date: April 6, 2014 1:26:13 PM EDT
To: "'clarke supervisor'" <clarkesupervisor@visuallink.com>
Subject: RE: Status Of Kennel Real Estate Contract

Dear Chairman Hobert,

I do not want to be a pain, but I found your reply deeply troubling. The Zoning Ordinance Section 5-B-1-a expressly requires both the owner to sign the application **and** for the contract to be part of the application. The second sentence of that section reads "If the application is made by the contract owner, a copy of the contract shall be filed with and made part of the application." A provision that uses the words "shall be" is mandatory, not discretionary. The County's practice has essentially repealed this mandatory second sentence by administrative fiat. If the County has the power to delete this sentence by administrative fiat, presumably it can delete other parts of the Code it prefers to ignore. If the County does not want to enforce this requirement, it should amend the Code.

The objective of protecting confidential financial information is a legitimate one, but the County already has the power through the FOIA statute of protecting such financial information by blacking out that information before the contract is placed in the public file or released under a FOIA request. Governments at all levels follow this practice.

The County's practice also means the County is flying blind about the nature of the contract

or whether a contract is still in place. Does a simple option to buy or right of first refusal constitute a land contract? An applicant might think so, but the County could not make a contrary judgment since it has chosen to blind itself on this point. As this case demonstrates, the SUP process can be costly for the County and the County may wish to restrict it to those who have signed purchase agreements.

As Chairman, I urge you to end this "practice" promptly and restore the rule of law to Clarke County.

Roderick A. DeArment
Flat Duck Farm
409 Bellevue Lane
P.O. Box 99
Boyce, VA 22620
Cell-703-408-9466
Home-540-837-1073

If this is time sensitive, please call my cell.

From: clarke supervisor [mailto:clarkesupervisor@visuallink.com]
Sent: Friday, April 04, 2014 11:52 AM
To: DeArment, Roderick
Cc: Brandon Stidham
Subject: Re: Status Of Kennel Real Estate Contract

Mr. DeArment,

This will respond to your April 2, 2014 email.

I am advised it has been the practice of the Planning Department to not require a copy of a contract for the sale of the property to a third party applicant where the owner has signed the application for a special use permit. It has been felt the purpose of the provisions of the ordinance section has been met by the owner signing the application with a third party, required by the ordinance to be a contract purchaser, who is shown as the applicant. This practice satisfies the purpose of the ordinance by indicating the owner approves the application being filed by the contract purchaser, without the necessity of the private terms of a contract between the parties being required to be provided and made a public record.

As to the status of the contract of the contract purchaser in this matter, the property owner has been contacted to provide confirmation that the purchase contract is in effect and has not been terminated.

Thank you for bringing this matter to my attention.

Michael Hobert

Clarke County Board of Supervisors

24 East Main Street | Berryville, VA 22611

Phone: 540.955.4141 | Fax: 540.955.4186 | Email: clarkesupervisor@visuallink.com

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On Apr 3, 2014, at 6:36 AM, DeArment, Roderick wrote:

Chairman Hobert,
Thank you.

From: John Michael Hobert [mailto:clarkesupervisor@visuallink.com]
Sent: Wednesday, April 02, 2014 9:07 PM
To: DeArment, Roderick
Cc: Brandon Stidham; Barbara Byrd; Bev McKay; David Ash; David Weiss; John Staelin; Lora Walburn
Subject: Re: Status Of Kennel Real Estate Contract

Mr. DeArment,

Thank you for your email. I will investigate and advise you accordingly.

Michael Hobert

Michael Hobert
Clarke County Board of Supervisors
24 East Main Street | Berryville, VA 22611
Phone: 540.955.4141 | Fax: 540.955.4186 | Email: clarkesupervisor@visuallink.com

On Apr 2, 2014, at 3:08 PM, DeArment, Roderick
<RDeArment@cov.com> wrote:

Chairman Hobert,

Under Section 5-B-1-a of the Clarke County Zoning Ordinance, an application of a Special Use Permit "may be made by the record owner of the property or a **contract owner** with the written approval of the record owner ." (emphasis added) This section further provides, "[i]f application is made by the contract owner, a copy of the contract **shall be** filed with and made part of the application." (emphasis added)

The County failed to comply with its own Code and did not obtain a copy of the contract and make it part of the application. Therefore, the County does not necessarily know if there is currently a valid contract with respect to the kennel property. If there is no current contract or record ownership change, the SUP should lapse since the Application would not be a record owner or a contract owner.

Previously, Applicant has had a contract contingent on a feasibility study. This contingent contract has been extended several times as the Board's consideration of the matter has continued. On March 24th, the MRIS listing changed from it prior indication of a contingent contract to an indication that the contract has expired. It may be that another contingent contract has been executed.

Consistent with its obligations under the Code, I would appreciate it if the County could determine whether a valid contract is still in place or there is a

new record owner.

Thank you.

Roderick De Arment

*Roderick A. DeArment
Flat Duck Farm
409 Bellevue Lane
P.O. Box 99
Boyce, VA 22620
Cell-703-408-9466
Home--540-837-1073*

Clarke County

bstidham@clarkecounty.gov

Virginia Outdoors Foundation/Happy Tails Development, LLC

From : Philip W Jones <Philip.Jones@GDIT.com> Mon, Apr 07, 2014 08:58 AM
Subject : Virginia Outdoors Foundation/Happy Tails Development, LLC
To : bstidham@clarkecounty.gov
Cc : Roderick DeArment <RDeArment@cov.com>

Mr. Stidham,

I am writing regarding the Special Use Permit (SUP) application submitted by Happy Tails Development, LLC. There are two specific, yet related, issues that I want to ensure that your office has considered prior to the next meeting of the Board of Supervisors (BOS).

1. The Virginia Outdoors Foundation issued a letter dated September 6, 2013 to Mr. Carl Hales that, based on the documents presented by the County (Mr. Russell), the kennel operation and dwelling was an acceptable use within the easement. As you are most aware, there has been extensive, material changes to the site plans and to the overall operational model since the VOF reviewed this last fall. I am not aware that the County has asked for or received a new decision document based on the current site plans. If this has been completed, please forward a copy of this document to me as soon as possible. If the County has not made such a request, as a resident I must insist that your office do so prior to the BOS taking further action. As before when Mr. Russell made the request, the County has standing in this easement and I believe has an obligation to ensure that the conditions of that easement are not violated. I request to be provided a copy of their response as soon as it is received by your office.
2. There has been some speculation in the recent week or so with regard to the status of the real estate contract between Mr. Hales and Happy Tails Development/Ms. Gina Schaecher. According to some, the purchase contract has expired. If this is the case, one would assume that the SUP applicant no longer has standing in the county and therefore the application is no longer valid. Others believe that the contract terms were extended until such a time as the BOS makes their decision. There are still others in the area that have asserted that Happy Tails Development/Ms. Schaecher or someone related to the project has already purchased the property. If this has occurred, I am unaware of a deed being filed with the County. Since this issue is core to the viability of the application itself, I would ask that your office determine the actual status of the land and provide that information to me at your earliest convenience.

As I stated earlier these matters are related. The September 6, 2013 letter provided their determination to Mr. Hales as the representative of the property owners at the time based on the documents that they were provided by the County. If the purchase contract has expired, then I would assert that the application is no longer valid. If the land has indeed been sold, I would again assert that the County is obligated to ensure that the new site plans be reviewed by the VOF as Mr. Hales no longer has standing in the matter.

Please verify receipt of this email and provide your feedback as soon as possible.

Regards,

Philip W. Jones
735 Morning Star Lane
Boyce, VA 22620
philip.jones@gdit.com
703 623-9540

Clarke County**dash@clarkecounty.gov****FW: Virginia Outdoors Foundation Easement - CLA-VOF-1630 Additional Information**

From : Philip W Jones <Philip.Jones@gdit.com> Tue, Apr 08, 2014 01:31 PM
Subject : FW: Virginia Outdoors Foundation Easement -
CLA-VOF-1630 Additional Information
To : clarkesupervisor@visuallink.com, bjb1971@verizon.net,
bevmckay@gmail.com, amweiss@visuallink.com,
jstaelin@clarkecounty.gov, dash@clarkecounty.gov,
lwalburn@clarkecounty.gov
Cc : Phil Jones <jonesphil@earthlink.net>

To the Board of Supervisors,

I am writing to forward the email I received from VA Delegate Minchew regarding my inquiry regarding the VOF's position of the subject easement as it pertains to the Happy Tails Development SUP application. It is interesting to note that the VOF's position seems to have shifted for a definitive one to one that the use does not violate the terms of the easement on a per se basis.

My understanding is that the County of Clarke is a party to this easement and therefore has direct standing in the decision. I would again request that the county staff re-engage the VOF and provide them the latest documents relative to the proposed site plan and ask them to provide an new decision.

In closing I again want to express my opposition to this SUP.

Sincerely,

Philip W. Jones
735 Morning Star Lane
Boyce, VA 22620
philip.jones@gdit.com
703 623-9540

From: J Randall Minchew [mailto:DeIRMinchew@house.virginia.gov]
Sent: Monday, April 07, 2014 5:27 PM
To: Jones, Philip W
Cc: Cindy WORK
Subject: Re: Virginia Outdoors Foundation Easement - CLA-VOF-1630 Additional Information

Dear Mr. Jones,

I very much appreciate your and your neighbor's well-written emails about this matter. I researched this

matter, the pending Clarke County application, and the VOF easement.

We then contacted the VOF to ask for a more-detailed explanation of its expressed rationale. The VOF advised that it is neutral on the application, but has made an initial determination that the proposed use does not, on a per se basis, violate the terms and conditions of the easement it holds. The VOF did stress that conformance with the easement was a continuing obligation irrespective of whatever land use decision the Board of Supervisors make.

I was a bit surprised at the logic in the VOF's decision, but the General Assembly does not have oversight responsibilities over VOF staff decisions. The VOF Board of Trustees, however, does.

These trustees are listed here:

<http://www.virginiaoutdoorsfoundation.org/about/board-of-trustees/>

Lastly, I would encourage you and your neighbors to provided reasoned testimony and evidence at the upcoming Board of Supervisors pubic hearing.

Best always,

Randy

J. Randall Minchew
Member, 10th District
Virginia House of Delegates
Serving parts of Loudoun, Clarke and Frederick Counties

As a constituent of the 10th District, please feel free to visit my [website](#) to sign up for public service announcements and updates.

On Apr 7, 2014, at 1:42 PM, "Jones, Philip W" <Philip.Jones@GDIT.com> wrote:

Ms. Bridgman

Any update on this issue?

Philip W. Jones
General Dynamics Information Technology
philip.jones@gdit.com
703 623-9540

From: Jones, Philip W
Sent: Monday, March 31, 2014 8:15 AM
To: 'Cindy WORK'

Cc: 'DELRMinchew@house.virginia.gov'; Phil Jones; 'DeArment, Roderick'

Subject: Virginia Outdoors Foundation Easement - CLA-VOF-1630 Additional Information

Ms. Bridgman,

Thank you again for your help in bringing this information to Delegate Minchew. As I was going through some of my records in preparation for the next Board of Supervisors (BOS) meeting on April 18 I came across two additional documents that might be pertinent to this discussion.

The first is a map that my neighbors have put together. The properties highlighted in red represent those landowners that have either signed a petition in opposition to the kennel operation or who have spoken in opposition at previous BOS public meetings. The property directly in the middle of the map is the proposed kennel site. As can clearly be seen nearly all of the Delegate's constituents in the immediate area are opposed to this.

The second is an unsolicited letter from Ms. Donna Peake, Clarke County Commissioner of the Revenue. As illustrated in her official, and public, correspondence to the BOS, her position is that there will be substantial financial harm to the property owners in the immediate area and that she believes that the residential density is too great for a commercial kennel operation.

Again, I would ask that Delegate Minchew to persuade the VOF to formally rescind/suspend their approval in writing to Mr. Hale with a copy to the Board of Supervisors and staff.

Please note that in my last email that I indicated in error that the next BOS meeting was set for April 8; the correct date is April 18.

Best Regards,

Philip W. Jones
735 Morning Star Lane
Boyce, VA 22620
philip.jones@qdit.com
703 623-9540

**MATERIALS RECEIVED AT MARCH 18
BOARD OF SUPERVISORS MEETING**

SUP-13-02/SP-13-08

RAD Testimony before Board of Supervisors, March 18,
2014

Good Afternoon,

I am Rod De Arment of 409 Bellevue Lane. I have been asked by my neighbors to briefly summarize why the kennel permit should be denied.

Here are four of the principal reasons why we oppose this permit:

First, this kennel would create undue noise from dogs barking from a high ridge. Acoustical expert Dr. James Sabatier concluded that the sound levels from the dogs would likely be in the 71-76 decibel range and that there would be numerous meritorious noise complaints from adjoining neighbors. This undue noise would violate two enforceable Code standards – the specific

dog noise standard in Code Section 61-15 and the general noise catch-all limit of 70 decibels.

Second, permitting a commercial kennel in this inappropriate location would have a major adverse effect on property values. County Assessor Donna Peake predicted the proposed kennel could lower the value of nearby properties by 15-25 percent. Since there is more than \$29 million in assessed real estate value within one mile of the proposed kennel, the decrease in property values would mean a massive financial loss for county residents and a significant hit to the real estate tax base.

Third, this facility would dump a huge amount of additional traffic on Bellevue Lane endangering the safety of the four families who live and travel on this

private gravel road. I think most of you have seen this one-lane road with its blind spots and that you can appreciate how adding a volume of commercial traffic, including heavy trucks, would pose a safety risk to the residents, especially the children who live there.

Fourth, the kennel would pose a significant environmental risk. The Sell's well is just 245 feet downhill from the proposed septic field, and Roseville Run is also just downhill. The kennel would sit on a major rock ridge that is part of the water recharge area. While the staff has determined the septic capacity is adequate for the residents and 5 full-time employees, actually the system is likely to be also used by other employees, customers, volunteers, visiting school children, etc. In fact, the proposal has no real limit on

the system's use. Also, the concentration of dog waste in this sensitive area poses a hazard if there is a spill of collected waste, if it is not properly collected from the runs, or during periods of bad weather. You have just heard how nitrates from biosolids migrate into ground water. Dog waste is much more dangerous than cow or horse manure – it has a much higher nitrogen content and a single gram of dog waste contains 23 million fecal coliform bacteria.

Thank you, Mr. Chairman

Mr. Chairman I request that a petition from 227 Clarke County residents opposing the kennel be entered into the record. We also request inclusion of a typed list of the petitioners and a map of the properties surrounding the kennel showing the near unanimous opposition of area residents.

Finally, I request that new letter from Dr. Sabatier on the sound issue be included in the record.



Jamie L. Whitten
National Center for
Physical Acoustics

The University of Mississippi

Roderick DeArment
P.O. Box 99
Boyce, VA 22620

Re: Happy Tails Development, LLC
Special Use/Site Permit (SUP13-02/SP13-08)

Dear Mr. DeArment:

As you have requested, I have reviewed the document you sent me on March 17, 2014 prepared by Mr. Miller. I stand by my assessment that there will be numerous community noise complaints from local residents due to high sound pressure levels.

First, the survey remains seriously flawed because it does not state the breed of the dogs or provide a measurement of the decibel level at the source of the noise in the noise survey.

Second, the authors remain confused on the acoustics of sound pressure level heard by humans. Humans hear sound pressure level and this level increases as the square of the amplitude of the sound. This results in a doubling of the sound pressure level as the number of sources doubles. My estimates here remain correct.

Third, Mr. Miller indicates he has done an incoherent calculation, as opposed to a coherent calculation of the expected level increase from the increase in the number of dogs. The likely result will be somewhere between the two methods. However, animals in close proximity are well known for producing their sounds coherently in order to produce louder sounds. So, the incoherent estimate made by Mr. Miller may very well yield numbers biased towards a lower level than what can be expected.

Fourth, I pointed out for the impulsive, tonal and after dark noises, it is common to add sound level penalties to aid in the assessment of the community complaints to noise. Rest assured that after dark sounds from obnoxious barking dogs will increase complaints from neighbors at a time when they expect peace and quiet.

Lastly, I mentioned the effect of wind will dramatically impact the received levels. Wind, and temperature, effects will easily impact the received sound level - louder or quieter by 20 dB depending upon the actual weather conditions. A proper survey would have included the effects of wind, as well as temperature, on the noise levels in the neighborhood.

Finally, this noise survey is seriously flawed and does not follow reasonable standards to access the community response to noise annoyance. I stand by my assessment that the 'City Fathers' should expect numerous complaints from local residents living near the proposed kennel development.

Professor James Sabatier

Coliseum Drive, Post Office Box 1848, University, MS 38677-1848 • (662) 915-5889 • Fax (662) 915-7494

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www.oienuss.edu

Summary of 'Opposition' Petition Information

The following is a list of petition signers in corresponding order to the original signatures submitted today, March 18, 2014, who oppose the proposed Special Use Permit on Bellevue Lane; it includes name, address, tax map #, and voting district.

- 230 people signed the 'Opposition' petition
- 230 signees are residents of/property owners in Clarke County
- 148 of the petition signers are from the White Post voting district
- 100% of the adjoining property owners oppose the SUP application

	Name of Resident/Property Owner	Address	Town	Tax Map ID#	Voting District
1	Donald Williams	Morning Star Lane	Boyce	20 2 4	White Post
2	Mary K. Smart	208 Kersey Lane	Boyce	38 A 18, 38 A 18B	White Post
3	Selena Smart	381 Springsbury Road	Berryville	14 A 67B	Buckmarsh
4	David Morris	381 Springsbury Road	Berryville	14 A 67B	Buckmarsh
5	Janet deTeran	501 Old Winchester Road	Boyce	21 A 75	White Post
6	Brian Cather	88 Red Gate Road	Millwood	29 A 21	White Post
7	Robin Cather	88 Red Gate Road	Millwood	29 A 21	White Post
8	Brian Bohall	2737 Springsbury Road	Berryville	23 A 27	Buckmarsh
9	Michael Casey	778 Springsbury Road	Berryville	14 A 58A	Millwood
10	Melissa Casey	778 Springsbury Road	Berryville	14 A 58A	Millwood
11	Patrick Casey	332 West Main Street	Berryville	14 A 1A3	Berryville
12	Chastity Wiley	741 Triple J Road	Berryville	13 A 15	Russell
13	Chad Wiley	741 Triple J Road	Berryville	13 A 15	Russell
14	Coby Wiley	741 Triple J Road	Berryville	13 A 15	Russell
15	Chad Morris	741 Triple J Road-Just Kiddin' Farm	Berryville	13 A 15	Russell
16	Zack Morris	741 Triple J Road-Just Kiddin' Farm	Berryville	13 A 15	Russell
17	Anthony Suddueth	6316 Lord Fairfax Hwy	Berryville	14 D 12	Millwood
18	A.R. "Pete" Dunning	2153 Ginns Road	Boyce	20 A 16	White Post
19	Thomas H.B. Dunning	700 Warfiled Lane	Millwood	29 3 3	White Post
20	Mattie D. Fries	9006 John Mosby Hwy	Boyce	20 A 39	White Post
21	John W. Fries	9006 John Mosby Hwy	Boyce	20 A 39	White Post
22	Anne D. Bromley	8958 John Mosby Hwy	Boyce	20 A 39	White Post
23	Phil Lloyd	1576 Gun Barrel Road	White Post	28 A 5A	White Post
24	Eleanor S. Lloyd	1576 Gun Barrel Road	White Post	28.A 5A	White Post
25	James Llyod	P.O. Box 455	Boyce		
26	Samuel R. Buckley	P.O. 1	White Post	28 A 13, 28 A 13A, 28 A 13B, 28 A 11	White Post
27	P.T. McIntire	P.O. 237	White Post	36 A 12, 28 A 14, 20 A 33	White Post
28	Shirley S. Hardesty	106 Battletown Drive	Berryville	14 A 32A12, 4 A 3	Buckmarsh
29	Charles T. Hardesty, III	106 Battletown Drive	Berryville	14 A 32A12, 4 A 3	Buckmarsh
30	George G. Levi	P.O. Box 366	Berryville	23 A 32	Millwood
31	Debbie Zimmerman	122 Battletown Drive	Berryville	14 A 32A20	Buckmarsh

32	Thomas Carper, Jr.	190 Chrismore Road (+410 Old Winchester Rd)	White Post	28 1 5	White Post
33	Sue White	3433 Bishop Meade	Boyce	22 A 50	Millwood
34	Kathy Paskel	1478 Gun Barrel Road	White Post	28 A 4	White Post
35	Susan Bedford	653 Kennel Road	Boyce	30 A 60	White Post
36	Aaron Llyod	15 W. Fairfax Street	Berryville	14 A 24 11	Berryville
37	Kenneth L. Willingham	226 Walnut Street	Berryville	14 A 16 17	Berryville
38	Janet Willingham	226 Walnut Street	Berryville	14 A 16 17	Berryville
39	Kenneth Pruitt	110 Browntown Road	Boyce	22 A 99	Millwood
40	C.T. Hardesty, IV	5797 Lord Fairfax Hwy	Berryville	14 A 36	Millwood
41	Michelle Anderson	278 Ginns Road	Boyce	20 A 18F	White Post
42	Paulene Abate	973 Old Chapel Road	Boyce	21 A 46C	Millwood
43	Michael Abate	973 Old Chapel Road	Boyce	21 A 46C	Millwood
44	Ralph S. Shiley	307 Chrismore Road	White Post	28 A 1, 28 A 5	White Post
45	Mary Hough	P.O. Box 39	Boyce	21 A 1A92	White Post
46	Brent Eby	271 Hickory Green Lane	White Post	29 A 33	White Post
47	Esther L. Marshall	251 Swift Shoals Road	Boyce	30 A 69A	Millwood
48	Margaret D. Lyles	3070 Bishop Meade Road	Boyce	22 1 2	Millwood
49	Edgar L. Coffelt	113 W. Crescent Street	Boyce	21 A 1A49	White Post
50	Denise H. Jackson	693 Bishop Meade Road, P.O. Box 107	Millwood	30 A A89	Millwood
51	Keith E. Brobst	316 Henderson Court	Berryville	14 A 81 11	Berryville
52	Ryan C. Royston	1344 Old Winchester Road	Boyce	21 A 83C	White Post
53	Rieman Royston	1344 Old Winchester Road	Boyce	21 A 83C	White Post
54	Linda Woelfel	379 Page Brook Lane	Boyce	21 5 2A	White Post
55	Dorothy Royston	289 Page Brook Lane	Boyce	21 A 84	White Post
56	James H. Royston	289 Page Brook Lane	Boyce	21 A 84	White Post
57	Leonard Woelfel	379 Page Brook Lane	Boyce	21 5 2A	White Post
58	Cody Gray	10 West Sharon Drive	Boyce	21 A 155	White Post
59	Cathy Woelfel	379 Page Brook Lane	Boyce	21 5 2A	White Post
60	Mary Ellen Nicholas	401 Page Brook Lane	Boyce	21 5 3	White Post
61	James H. Royston, II	499 Page Brook Lane	Boyce	21 A 83D	White Post
62	Patricia B. Royston	499 Page Brook Lane	Boyce	21 A 83D	White Post
63	Traci Longerbeam	430 Page Brook Lane	Boyce	21 2 A	White Post
64	Timothy Longerbeam	430 Page Brook Lane	Boyce	21 2 A	White Post
65	Noel H. Hicks	993 Ginns Road	Boyce	20 A 21H	White Post
66	Brenda Hoff	544 Ginns Road	Boyce	20 A 18A	White Post
67	James W. Lamphier	17 Gun Barrel Road	White Post	20.A 31	White Post
68	Ellen Hicks	993 Ginns Road	Boyce	20 A 21H	White Post
69	Jessica Cain	237 Gun Barrel Road	White Post	20 A 28	White Post
70	Mary Lamphier	17 Gun Barrel Road	White Post	20 A 31	White Post
71	Lowell Smith	2548 Crums Church Road	Berryville	8 7 1	Russell
72	Malcolm Harlow	2330 Crums Church Road	Berryville	7 A 112	Russell
73	Elyse Smith	2548 Crums Church Road	Berryville	8 7 1	Russell
74	D. Scott Donnelly	291 Milton Valley	Berryville	14 A 19	Millwood
75	Ben Detwiler	1815 Bishop Meade Road	Boyce	22C 1 2	Millwood
76	Sharon Parrish	114 Page Street	Berryville	14 A 2 9 5	Berryville
77	Lisa Rajewski	68 Farms Ridge Lane	Boyce	37 A 3 5 42	White Post
78	Kathryn Stever	524 Country Club Lane, P.O. Box 156	Millwood	29 2 A	White Post
79	Janet Ferrell	372 Ginns Road	Boyce	20 A 18D	White Post
80	Betsy Harding	1260 Ginns Road	Boyce	20 A 16B	White Post
81	Tolly Beckett	1420 Ginns Road	Boyce	20 A 16C	White Post
82	John Myer	11872 Lord Fairfax Hwy	Boyce	21 A 76A	White Post

83	Bryan Conrad	303 Stone Bridge Road	White Post		
84	Mary K. Kirk	9322 John Mosby Hwy	Boyce		
85	Chip Schutte	437 Bishop Meade Road, P.O. Box 324	Millwood	30 A 42	White Post
86	Carole Inge	1711 Millwood Road	Millwood	30 A A82	Millwood
87	Pam Sprincis	974 Berry Ferry Road	White Post	28 A 34 23 A 20, 23 A 21	Berryville
88	Cindy Casey	2611 Springsbury Road	Berryville		Berryville
89	Darlene Shull	P.O. Box 129	White Post		
90	Bryan F. Casey	2611 Springsbury Road	Berryville	23 A 20, 23 A 21	Berryville
91	Kathy Morris	741 Triple J Road	Berryville	13 A 15	Russell
92	Sandra Jenkins	741 Triple J Road	Berryville	13 A 15	Russell
93	Robert T. Stotler	P.O. Box 132	Millwood	30 A 45, 30 A 45A	White Post
94	Sam Stotler	P.O. Box 391	Millwood	22 A 101A	Millwood
95	Carolyn Stotler	P.O. Box 391	Millwood	22 A 101A	Millwood
96	Mary Flagg	P.O. Box 121	Millwood	30 A 47	White Post
97	June Stotler	P.O. Box 132	Millwood	30 A 45, 30 A 45A	White Post
98	Natalie Flagg	P.O. Box 121	Millwood	30 A 47	White Post
99	Sarah Jenkins-Morris	741 Triple J Road	Berryville	13 A 15 14 A 712	Russell
100	Marcie Fairbanks	409 Custer Court	Berryville	113	Russell
101	Miklos "Nick" Szentirmai	370 Rose Airy Lane, P.O. Box 286	Boyce	29 A 18	White Post
102	Andrea Ligeti	P.O. Box 286	Boyce	29 A 18	White Post
103	Caroline L. Roberts	1132 Bordens Spring Road	White Post	29 A 31	White Post
104	Mary H. Crawford	P.O. Box 369 (373 Warner Washington Lane)	Berryville	9 3 3	Buckmarsh
105	Laura Dabinett	468 Janeville Road	Berryville	12 A 43D	White Post
106	Page A. Groseclose	64 Salem Church Road	Boyce	20 A 9	White Post
107	Chrissie Graeber	276 White Pine Lane	Boyce	39 2 2F	White Post
108	Reid Graeber	276 White Pine Lane	Boyce	39 2 2F	White Post
109	Barry H. Lewis	537 Old Winchester Road	Boyce	21 A 77	White Post
110	Grace E. Lewis	537 Old Winchester Road	Boyce	21 A 77	White Post
111	Barbara W. Morris	3433 Bishop Meade Road	Boyce	22 A 50	Millwood
112	Tracy Sturchio	100 Meadow View Drive	Boyce	21 A 5 132	White Post
113	J.D. Jackson	P.O. Box 107	Millwood		
114	William J. Devers	P.O. Box 261	Boyce		
115	Patricia Ritenour	9280 John Mosby Hwy	Boyce	20 A 43	White Post
116	Archie Lee Ritenour	9280 John Mosby Hwy	Boyce	20 A 43	White Post
117	Shelley Day	1415 Ginns Road	Boyce	20 A 15	White Post
118	Robert Day	1415 Ginns Road	Boyce	20 A 15	White Post
119	Shirley W. Grubbs	9124 John Mosby Hwy	Boyce	20 A 41	White Post
120	Kay Russell Hicks	45 Ginns Road	Boyce	20 A 23, 20 A 21B	White Post
121	Linda Ames	475 Ginns Road	Boyce	20 A 21C	White Post
122	David E. Ames	475 Ginns Road	Boyce	20 A 21C	White Post
123	William D. Grubbs	9124 John Mosby Hwy	Boyce	20 A 41	White Post
124	Brenda Plunkett	674 Ginns Road	Boyce	20 A 19	White Post
125	Charles Plunkett	674 Ginns Road	Boyce	20 A 19	White Post
126	Daniel Mitchell (tenant)	1336 Old Winchester Road	Boyce	21 A 81	White Post
127	Cathy Butler	481 Page Brook Lane	Boyce	21 5 5	White Post
128	Mark Butler	481 Page Brook Lane	Boyce	21 5 5	White Post
129	Dorothy Eisenberg	902 Old Winchester Road	Boyce	21 A 86A	White Post

130 Suzanne Boag	204 Hermitage Blvd	Berryville	14 A 83 113	Berryville
131 Douglas Boag	204 Hermitage Blvd	Berryville	14 A 83 113	Berryville
132 Patricia Stanton	300 Dunlop Drive	Berryville	14 A 8123	Millwood
133 Donald Stanton	300 Dunlop Drive	Berryville	14 A 8123	Millwood
134 Michael Hamman	2573 Springsbury Road	Berryville	23 A 33	Buckmarsh
135 Kathryn Baxter	2573 Springsbury Road	Berryville	23 A 33	Buckmarsh
136 Candy Means	P.O. Box 7, 62 Rocky Bank Lane	Millwood	30 AA 38	White Post
137 Blanca Vandervoort	4157 Calmes Neck Lane	Boyce	31 1 44	Millwood
138 Mary Chamberlayne	3113 Calmes Neck Lane	Boyce	31 1 23	Millwood
139 Ramona DeLaFe	455 Triple J Road	Berryville	7 A 61A	Russell
140 Mischele Way	425 Chapel Lane	Boyce	22 1 16	Millwood
141 Joan Cameron	541 Paris Heights Lane	Paris	40 A 33	Millwood
142 Anne Beverley Kerr	279 White Post Road	White Post	28 AA 40	White Post
143 Patricia J. Flynn	2014 Millwood Road, P.O. Box 254	Millwood	30 AA 27	Millwood
144 Carol Flues	406 Pyletown Road	Boyce	21 A 21	White Post
145 Jimmy L. Hill	1776 Old Winchester Road	Boyce	20 A 6	White Post
146 Elizabeth E. Hill	1776 Old Winchester Road	Boyce	20 A 6	White Post
147 Leslie McLean	241 Burch Lane	Boyce	30 1 2	White Post
148 William P. McLean, Jr.	241 Burch Lane	Boyce	30 1 2	White Post
149 Elissa I. Goshen	644 Lime Marl Lane	Millwood	22 A 122B	Millwood
150 Lionel Chisholm	3616 Millwood Road, P.O. Box 246	Millwood	30 A 19	White Post
151 André Howells	633 Shenandoah River Lane	Front Royal	37 A 13 26	White Post
152 Ann Chisholm	3616 Millwood Road, P.O. Box 246	Millwood	30 A 19	White Post
153 Kathy Clark	787 Calmes Neck Lane	Boyce	31 A 8A	Millwood
154 Barbara Clagett	648 Wickliffe Road	Berryville	15 A 38	Buckmarsh
155 Susan Bailey	2386 Springsbury Road	Berryville	23 A 37A	Millwood
156 Carol J. Myers	232 Bradford Drive	Boyce	21 A 5125	White Post
157 Dennis Utterback	232 Bradford Drive	Boyce	21 A 5125	White Post
158 Cary H. Embury	2035 Bishop Meade Road	Boyce	22 A 102	Millwood
159 Kathleen Knepp	1651 Chilly Hollow Road	Berryville	24 A 39A	Buckmarsh
160 Susan Dellinger	1651 Chilly Hollow Road	Berryville	24 A 39A	Buckmarsh
161 Marty Hiatt	371 Seltenhorst Lane	Bluemont	26 A 50F	Buckmarsh
162 Janet Eltinge	2953 Pyletown Road	Boyce	12 A 21	White Post
163 E. H. Van Wycks	2953 Pyletown Road	Boyce	12 A 21	White Post
164 Carol S. Everly	129 West Main Street	Boyce	21 A 1A2	White Post
165 Hannah Smith	500 Lakeville Lane	Boyce	30 A 66A	White Post
166 Jennifer Hearn	170 Old Tuley Lane	Boyce		
167 Juliet Mackay-Smith	199 Sugar Hill Road	White Post	36 A 9	White Post
168 Ruth Szechenyi	2535 Pyletown Road	Boyce	21 A 1	White Post
169 Matthew Szechenyi	2535 Pyletown Road	Boyce	21 A 1	White Post
170 Katherine Brown	2822 Pyletown Road	Boyce	12 A 22B	White Post
171 Peggy Duvall	912 White Post Road	White Post	28 A 56D	White Post
	P.O. Box 500,			
172 Thomas C. Mulry, Jr.	1029 Page Brook Lane	Boyce	21 A 2	White Post
173 W. J. C. Dunning	P.O. Box 114, 52 Throwleigh Lane	Boyce	21 A 38	White Post
174 Wendell Hawken	1982 Pyletown Road	Boyce	21 A 3A	White Post
175 Vaughn Clatterbuck	1982 Pyletown Road	Boyce	21 A 3A	White Post
176 W.N. Dunning	52 Throwleigh Lane	Boyce	21 A 38	White Post
177 Daphne S. Dunning	52 Throwleigh Lane	Boyce	21 A 38	White Post
178 N.B.B. "Buster" Dunning	195 Throwleigh Lane	Boyce	21 A 38	White Post
179 Eric Blankenship	2092 Old Winchester Road	Boyce	20 A 7	White Post
180 Jerry A. Henke	1969 Old Winchester Road	Boyce	20 A 16A	White Post
181 Harry "Bunny" Benham, III	2713 Pyletown Road	Boyce	21 A 1	White Post
182 Jeremy Baker	917 Old Winchester Road	Boyce	21 A 78B	White Post

183	Timothy Tyler	2197 Old Chapel Road	Boyce	22 A 64	Millwood
184	Ralph R. Shaffer, III	2197 Old Chapel Road	Boyce	22 A 64	Millwood
185	Daniel L. Detwiler, III	340 Briggs Road	Berryville	22 A 43	Millwood
186	Cynthia M. Detwiler	340 Briggs Road	Berryville	22 A 43	Millwood
187	Jaymes Detwiler	340 Briggs Road	Berryville	22 A 43	Millwood
188	Connie Tyler	2197 Old Chapel Road	Boyce	22 A 64	Millwood
189	Irene G. Tinsman	2091 Old Chapel Road	Boyce	22 A 68	Millwood
190	Tyler Coppage	2165 Old Chapel Road	Boyce	22 A 65	Millwood
191	Johnetta Pruitt	110 Browntown Road	Boyce	22 A 99	Millwood
192	Todd Ellis	1077 Ginns Road, P.O. 115	Boyce	20 A 21	White Post
193	Stephanie Ellis	1077 Ginns Road, P.O. 115	Boyce	20 A 21	White Post
194	Rebekah Wiedower	9800 John Mosby Hwy	Boyce	20 A 21E	White Post
195	Jim Wiedower	9800 John Mosby Hwy	Boyce	20 A 21E	White Post
Original petition signers: submitted @ November 1, 2013					
196	Teresa Miller	1430 Old Winchester Road	Boyce	21 A 82	White Post
197	Bruce Welch	1430 Old Winchester Road	Boyce	21 A 82	White Post
198	Lester F. McConville	260 Rose Airy Lane, P.O. Box 314	Boyce	29 A 18D, 29 A 18J	White Post
199	Catherine McConville	260 Rose Airy Lane, P.O. Box 314	Boyce	29 A 18J	White Post
200	Roderick DeArment	409 Bellevue Lane	Boyce	20 2 7, 21 A 79B	White Post
201	AnnMarie DeArment	409 Bellevue Lane	Boyce	20 2 7, 21 A 79B	White Post
202	Danielle Donohue	165 Bellevue Lane	Boyce	21 A 79C	White Post
203	Eric Keene	773 Old Winchester Road	Boyce	21 A 78	White Post
204	R.W. Graves, Jr.	1025 Old Winchester Road	Boyce	21 A 79A	White Post
205	Audrey L. Graves	1025 Old Winchester Road	Boyce	21 A 79A	White Post
206	Alain Borel	692 Old Winchester Road	Boyce	21 A 86	White Post
207	Celeste D. Borel	692 Old Winchester Road	Boyce	21 A 86	White Post
208	Teresa Baker	917 Old Winchester Road	Boyce	21 A 78B	White Post
209	Scott Baker	917 Old Winchester Road	Boyce	21 A 78B	White Post
210	Rick Senyitko	918 Morning Star Lane	Boyce	20 2 13	White Post
211	Kathi Colen Peck	196 Bellevue Lane	Boyce	21 A 79	White Post
212	Gregory Peck	196 Bellevue Lane	Boyce	21 A 79	White Post
213	Eric Lieser	589 Bellevue Lane	Boyce	20 2 8	White Post
214	Sara Lieser	589 Bellevue Lane	Boyce	20 2 8	White Post
215	Diane Senyitko	918 Morning Star Lane	Boyce	20 2 13	White Post
216	Peter Jones	735 Morning Star Lane	Boyce	20 2 1	White Post
217	Susan R. Molden	1 Morning Star Lane	Boyce	20 2 6	White Post
218	Timothy W. Harmon	1 Morning Star Lane	Boyce	20 2 6	White Post
219	Ronald N. Light	146 Morning Star Lane	Boyce	20 2 5	White Post
220	Elizabeth A. Light	146 Morning Star Lane	Boyce	20 2 5	White Post
221	Terence M. Donohue	165 Bellevue Lane	Boyce	21 A 79C	White Post
222	Sharon P. Young	923 Old Winchester Road	Boyce	21 A 78A	White Post
223	Alan Young	923 Old Winchester Road	Boyce	21 A 78A	White Post
224	George M. "Matt" Hoff	278 Ginns Road	Boyce	20 A 18F	White Post
225	Elizabeth H. Sell	1321 Old Winchester Road	Boyce	21 A 80, 20 A 18	White Post
226	Robert G. Sell	1321 Old Winchester Road	Boyce	21 A 80, 20 A 18	White Post
227	Robert E. Yanniello	1308 Old Winchester Road	Boyce	21 A 83A	White Post
228	Carol Yanniello	1308 Old Winchester Road	Boyce	21 A 83A	White Post
229	Susan Harrison	1437 Old Winchester Road	Boyce	20 A 18	White Post
230	Michael Harrison	1437 Old Winchester Road	Boyce	20 A 18	White Post

Summary of 'Opposition' Petition Information

The following is a list of petition signers in corresponding order to the original signatures submitted today, March 18, 2014, who oppose the proposed Special Use Permit on Bellevue Lane; it includes name, address, tax map #, and voting district.

- 230 people signed the 'Opposition' petition
- 230 signees are residents of/property owners in Clarke County
- 148 of the petition signers are from the White Post voting district
- 100% of the adjoining property owners oppose the SUP application

	Name of Resident/Property Owner	Address	Town	Tax Map ID#	Voting District
1	Donald Williams	Morning Star Lane	Boyce	20 2 4	White Post
2	Mary K. Smart	208 Kersey Lane	Boyce	38 A 18, 38 A 18B	White Post
3	Selena Smart	381 Springsbury Road	Berryville	14 A 67B	Buckmarsh
4	David Morris	381 Springsbury Road	Berryville	14 A 67B	Buckmarsh
5	Janet deTeran	501 Old Winchester Road	Boyce	21 A 75	White Post
6	Brian Cather	88 Red Gate Road	Millwood	29 A 21	White Post
7	Robin Cather	88 Red Gate Road	Millwood	29 A 21	White Post
8	Brian Bohall	2737 Springsbury Road	Berryville	23 A 27	Buckmarsh
9	Michael Casey	778 Springsbury Road	Berryville	14 A 58A	Millwood
10	Melissa Casey	778 Springsbury Road	Berryville	14 A 58A	Millwood
11	Patrick Casey	332 West Main Street	Berryville	14 A 1A3	Berryville
12	Chastity Wiley	741 Triple J Road	Berryville	13 A 15	Russell
13	Chad Wiley	741 Triple J Road	Berryville	13 A 15	Russell
14	Coby Wiley	741 Triple J Road	Berryville	13 A 15	Russell
15	Chad Morris	741 Triple J Road-Just Kiddin' Farm	Berryville	13 A 15	Russell
16	Zack Morris	741 Triple J Road-Just Kiddin' Farm	Berryville	13 A 15	Russell
17	Anthony Suddueth	6316 Lord Fairfax Hwy	Berryville	14 D 12	Millwood
18	A.R. "Pete" Dunning	2153 Ginns Road	Boyce	20 A 16	White Post
19	Thomas H.B. Dunning	700 Warfiled Lane	Millwood	29 3 3	White Post
20	Mattie D. Fries	9006 John Mosby Hwy	Boyce	20 A 39	White Post
21	John W. Fries	9006 John Mosby Hwy	Boyce	20 A 39	White Post
22	Anne D. Bromley	8958 John Mosby Hwy	Boyce	20 A 39	White Post
23	Phil Lloyd	1576 Gun Barrel Road	White Post	28 A 5A	White Post
24	Eleanor S. Lloyd	1576 Gun Barrel Road	White Post	28.A 5A	White Post
25	James Llyod	P.O. Box 455	Boyce		
26	Samuel R. Buckley	P.O. 1	White Post	28 A 13, 28 A 13A, 28 A 13B, 28 A 11	White Post
27	P.T. McIntire	P.O. 237	White Post	36 A 12, 28 A 14, 20 A 33	White Post
28	Shirley S. Hardesty	106 Battletown Drive	Berryville	14 A 32A12, 4 A 3	Buckmarsh
29	Charles T. Hardesty, III	106 Battletown Drive	Berryville	14 A 32A12, 4 A 3	Buckmarsh
30	George G. Levi	P.O. Box 366	Berryville	23 A 32	Millwood
31	Debbie Zimmerman	122 Battletown Drive	Berryville	14 A 32A20	Buckmarsh

32	Thomas Carper, Jr.	190 Chrismore Road (+410 Old Winchester Rd)	White Post	28 1 5	White Post
33	Sue White	3433 Bishop Meade	Boyce	22 A 50	Millwood
34	Kathy Paskel	1478 Gun Barrel Road	White Post	28 A 4	White Post
35	Susan Bedford	653 Kennel Road	Boyce	30 A 60	White Post
36	Aaron Llyod	15 W. Fairfax Street	Berryville	14 A 24 11	Berryville
37	Kenneth L. Willingham	226 Walnut Street	Berryville	14 A 16 17	Berryville
38	Janet Willingham	226 Walnut Street	Berryville	14 A 16 17	Berryville
39	Kenneth Pruitt	110 Browntown Road	Boyce	22 A 99	Millwood
40	C.T. Hardesty, IV	5797 Lord Fairfax Hwy	Berryville	14 A 36	Millwood
41	Michelle Anderson	278 Ginns Road	Boyce	20 A 18F	White Post
42	Paulene Abate	973 Old Chapel Road	Boyce	21 A 46C	Millwood
43	Michael Abate	973 Old Chapel Road	Boyce	21 A 46C	Millwood
44	Ralph S. Shiley	307 Chrismore Road	White Post	28 A 1, 28 A 5	White Post
45	Mary Hough	P.O. Box 39	Boyce	21 A 1A92	White Post
46	Brent Eby	271 Hickory Green Lane	White Post	29 A 33	White Post
47	Esther L. Marshall	251 Swift Shoals Road	Boyce	30 A 69A	Millwood
48	Margaret D. Lyles	3070 Bishop Meade Road	Boyce	22 1 2	Millwood
49	Edgar L. Coffelt	113 W. Crescent Street	Boyce	21 A 1A49	White Post
50	Denise H. Jackson	693 Bishop Meade Road, P.O. Box 107	Millwood	30 A A89	Millwood
51	Keith E. Brobst	316 Henderson Court	Berryville	14 A 81 11	Berryville
52	Ryan C. Royston	1344 Old Winchester Road	Boyce	21 A 83C	White Post
53	Rieman Royston	1344 Old Winchester Road	Boyce	21 A 83C	White Post
54	Linda Woelfel	379 Page Brook Lane	Boyce	21 5 2A	White Post
55	Dorothy Royston	289 Page Brook Lane	Boyce	21 A 84	White Post
56	James H. Royston	289 Page Brook Lane	Boyce	21 A 84	White Post
57	Leonard Woelfel	379 Page Brook Lane	Boyce	21 5 2A	White Post
58	Cody Gray	10 West Sharon Drive	Boyce	21 A 155	White Post
59	Cathy Woelfel	379 Page Brook Lane	Boyce	21 5 2A	White Post
60	Mary Ellen Nicholas	401 Page Brook Lane	Boyce	21 5 3	White Post
61	James H. Royston, II	499 Page Brook Lane	Boyce	21 A 83D	White Post
62	Patricia B. Royston	499 Page Brook Lane	Boyce	21 A 83D	White Post
63	Traci Longerbeam	430 Page Brook Lane	Boyce	21 2 A	White Post
64	Timothy Longerbeam	430 Page Brook Lane	Boyce	21 2 A	White Post
65	Noel H. Hicks	993 Ginns Road	Boyce	20 A 21H	White Post
66	Brenda Hoff	544 Ginns Road	Boyce	20 A 18A	White Post
67	James W. Lamphier	17 Gun Barrel Road	White Post	20 A 31	White Post
68	Ellen Hicks	993 Ginns Road	Boyce	20 A 21H	White Post
69	Jessica Cain	237 Gun Barrel Road	White Post	20 A 28	White Post
70	Mary Lamphier	17 Gun Barrel Road	White Post	20 A 31	White Post
71	Lowell Smith	2548 Crums Church Road	Berryville	8 7 1	Russell
72	Malcolm Harlow	2330 Crums Church Road	Berryville	7 A 112	Russell
73	Elyse Smith	2548 Crums Church Road	Berryville	8 7 1	Russell
74	D. Scott Donnelly	291 Milton Valley	Berryville	14 A 19	Millwood
75	Ben Detwiler	1815 Bishop Meade Road	Boyce	22C 1 2	Millwood
76	Sharon Parrish	114 Page Street	Berryville	14 A 2 9 5	Berryville
77	Lisa Rajewski	68 Farms Ridge Lane	Boyce	37 A 3 5 42	White Post
78	Kathryn Stever	524 Country Club Lane, P.O. Box 156	Millwood	29 2 A	White Post
79	Janet Ferrell	372 Ginns Road	Boyce	20 A 18D	White Post
80	Betsy Harding	1260 Ginns Road	Boyce	20 A 16B	White Post
81	Tolly Beckett	1420 Ginns Road	Boyce	20 A 16C	White Post
82	John Myer	11872 Lord Fairfax Hwy	Boyce	21 A 76A	White Post

83	Bryan Conrad	303 Stone Bridge Road	White Post		
84	Mary K. Kirk	9322 John Mosby Hwy	Boyce		
85	Chip Schutte	437 Bishop Meade Road, P.O. Box 324	Millwood	30 A 42	White Post
86	Carole Inge	1711 Millwood Road	Millwood	30 A A82	Millwood
87	Pam Sprincis	974 Berry Ferry Road	White Post	28 A 34 23 A 20, 23 A 21	Berryville Berryville
88	Cindy Casey	2611 Springsbury Road	Berryville		Berryville
89	Darlene Shull	P.O. Box 129	White Post		
90	Bryan F. Casey	2611 Springsbury Road	Berryville	23 A 20, 23 A 21	Berryville
91	Kathy Morris	741 Triple J Road	Berryville	13 A 15	Russell
92	Sandra Jenkins	741 Triple J Road	Berryville	13 A 15	Russell
93	Robert T. Stotler	P.O. Box 132	Millwood	30 A 45, 30 A 45A	White Post
94	Sam Stotler	P.O. Box 391	Millwood	22 A 101A	Millwood
95	Carolyn Stotler	P.O. Box 391	Millwood	22 A 101A	Millwood
96	Mary Flagg	P.O. Box 121	Millwood	30 A 47	White Post
97	June Stotler	P.O. Box 132	Millwood	30 A 45, 30 A 45A	White Post
98	Natalie Flagg	P.O. Box 121	Millwood	30 A 47	White Post
99	Sarah Jenkins-Morris	741 Triple J Road	Berryville	13 A 15 14 A 712	Russell
100	Marcie Fairbanks	409 Custer Court	Berryville	113	Russell
101	Miklos "Nick" Szentirmai	370 Rose Airy Lane, P.O. Box 286	Boyce	29 A 18	White Post
102	Andrea Ligeti	P.O. Box 286	Boyce	29 A 18	White Post
103	Caroline L. Roberts	1132 Bordens Spring Road	White Post	29 A 31	White Post
104	Mary H. Crawford	P.O. Box 369 (373 Warner Washington Lane)	Berryville	9 3 3	Buckmarsh
105	Laura Dabinett	468 Janeville Road	Berryville	12 A 43D	White Post
106	Page A. Groseclose	64 Salem Church Road	Boyce	20 A 9	White Post
107	Chrissie Graeber	276 White Pine Lane	Boyce	39 2 2F	White Post
108	Reid Graeber	276 White Pine Lane	Boyce	39 2 2F	White Post
109	Barry H. Lewis	537 Old Winchester Road	Boyce	21 A 77	White Post
110	Grace E. Lewis	537 Old Winchester Road	Boyce	21 A 77	White Post
111	Barbara W. Morris	3433 Bishop Meade Road	Boyce	22 A 50	Millwood
112	Tracy Sturchio	100 Meadow View Drive	Boyce	21 A 5 132	White Post
113	J.D. Jackson	P.O. Box 107	Millwood		
114	William J. Devers	P.O. Box 261	Boyce		
115	Patricia Ritenour	9280 John Mosby Hwy	Boyce	20 A 43	White Post
116	Archie Lee Ritenour	9280 John Mosby Hwy	Boyce	20 A 43	White Post
117	Shelley Day	1415 Ginns Road	Boyce	20 A 15	White Post
118	Robert Day	1415 Ginns Road	Boyce	20 A 15	White Post
119	Shirley W. Grubbs	9124 John Mosby Hwy	Boyce	20 A 41 20 A 23,	White Post
120	Kay Russell Hicks	45 Ginns Road	Boyce	20 A 21B	White Post
121	Linda Ames	475 Ginns Road	Boyce	20 A 21C	White Post
122	David E. Ames	475 Ginns Road	Boyce	20 A 21C	White Post
123	William D. Grubbs	9124 John Mosby Hwy	Boyce	20 A 41	White Post
124	Brenda Plunkett	674 Ginns Road	Boyce	20 A 19	White Post
125	Charles Plunkett	674 Ginns Road	Boyce	20 A 19	White Post
126	Daniel Mitchell (tenant)	1336 Old Winchester Road	Boyce	21 A 81	White Post
127	Cathy Butler	481 Page Brook Lane	Boyce	21 5 5	White Post
128	Mark Butler	481 Page Brook Lane	Boyce	21 5 5	White Post
129	Dorothy Eisenberg	902 Old Winchester Road	Boyce	21 A 86A	White Post

130 Suzanne Boag	204 Hermitage Blvd	Berryville	14 A 83 113	Berryville
131 Douglas Boag	204 Hermitage Blvd	Berryville	14 A 83 113	Berryville
132 Patricia Stanton	300 Dunlop Drive	Berryville	14 A 8123	Millwood
133 Donald Stanton	300 Dunlop Drive	Berryville	14 A 8123	Millwood
134 Michael Hamman	2573 Springsbury Road	Berryville	23 A 33	Buckmarsh
135 Kathryn Baxter	2573 Springsbury Road	Berryville	23 A 33	Buckmarsh
136 Candy Means	P.O. Box 7, 62 Rocky Bank Lane	Millwood	30 AA 38	White Post
137 Blanca Vandervoort	4157 Calmes Neck Lane	Boyce	31 1 44	Millwood
138 Mary Chamberlayne	3113 Calmes Neck Lane	Boyce	31 1 23	Millwood
139 Ramona DeLaFe	455 Triple J Road	Berryville	7 A 61A	Russell
140 Mischele Way	425 Chapel Lane	Boyce	22 1 16	Millwood
141 Joan Cameron	541 Paris Heights Lane	Paris	40 A 33	Millwood
142 Anne Beverley Kerr	279 White Post Road	White Post	28 AA 40	White Post
143 Patricia J. Flynn	2014 Millwood Road, P.O. Box 254	Millwood	30 AA 27	Millwood
144 Carol Flues	406 Pyletown Road	Boyce	21 A 21	White Post
145 Jimmy L. Hill	1776 Old Winchester Road	Boyce	20 A 6	White Post
146 Elizabeth E. Hill	1776 Old Winchester Road	Boyce	20 A 6	White Post
147 Leslie McLean	241 Burch Lane	Boyce	30 1 2	White Post
148 William P. McLean, Jr.	241 Burch Lane	Boyce	30 1 2	White Post
149 Elissa I. Goshen	644 Lime Marl Lane	Millwood	22 A 122B	Millwood
150 Lionel Chisholm	3616 Millwood Road, P.O. Box 246	Millwood	30 A 19	White Post
151 André Howells	633 Shenandoah River Lane	Front Royal	37 A 13 26	White Post
152 Ann Chisholm	3616 Millwood Road, P.O. Box 246	Millwood	30 A 19	White Post
153 Kathy Clark	787 Calmes Neck Lane	Boyce	31 A 8A	Millwood
154 Barbara Clagett	648 Wickliffe Road	Berryville	15 A 38	Buckmarsh
155 Susan Bailey	2386 Springsbury Road	Berryville	23 A 37A	Millwood
156 Carol J. Myers	232 Bradford Drive	Boyce	21 A 5125	White Post
157 Dennis Utterback	232 Bradford Drive	Boyce	21 A 5125	White Post
158 Cary H. Embury	2035 Bishop Meade Road	Boyce	22 A 102	Millwood
159 Kathleen Knepp	1651 Chilly Hollow Road	Berryville	24 A 39A	Buckmarsh
160 Susan Dellinger	1651 Chilly Hollow Road	Berryville	24 A 39A	Buckmarsh
161 Marty Hiatt	371 Seltenhorst Lane	Bluemont	26 A 50F	Buckmarsh
162 Janet Eltinge	2953 Pyletown Road	Boyce	12 A 21	White Post
163 E. H. Van Wycks	2953 Pyletown Road	Boyce	12 A 21	White Post
164 Carol S. Everly	129 West Main Street	Boyce	21 A 1A2	White Post
165 Hannah Smith	500 Lakeville Lane	Boyce	30 A 66A	White Post
166 Jennifer Hearn	170 Old Tuley Lane	Boyce		
167 Juliet Mackay-Smith	199 Sugar Hill Road	White Post	36 A 9	White Post
168 Ruth Szechenyi	2535 Pyletown Road	Boyce	21 A 1	White Post
169 Matthew Szechenyi	2535 Pyletown Road	Boyce	21 A 1	White Post
170 Katherine Brown	2822 Pyletown Road	Boyce	12 A 22B	White Post
171 Peggy Duvall	912 White Post Road P.O. Box 500,	White Post	28 A 56D	White Post
172 Thomas C. Mulry, Jr.	1029 Page Brook Lane	Boyce	21 A 2	White Post
173 W. J. C. Dunning	P.O. Box 114, 52 Throwleigh Lane	Boyce	21 A 38	White Post
174 Wendell Hawken	1982 Pyletown Road	Boyce	21 A 3A	White Post
175 Vaughn Clatterbuck	1982 Pyletown Road	Boyce	21 A 3A	White Post
176 W.N. Dunning	52 Throwleigh Lane	Boyce	21 A 38	White Post
177 Daphne S. Dunning	52 Throwleigh Lane	Boyce	21 A 38	White Post
178 N.B.B. "Buster" Dunning	195 Throwleigh Lane	Boyce	21 A 38	White Post
179 Eric Blankenship	2092 Old Winchester Road	Boyce	20 A 7	White Post
180 Jerry A. Henke	1969 Old Winchester Road	Boyce	20 A 16A	White Post
181 Harry "Bunny" Benham, III	2713 Pyletown Road	Boyce	21 A 1	White Post
182 Jeremy Baker	917 Old Winchester Road	Boyce	21 A 78B	White Post

183	Timothy Tyler	2197 Old Chapel Road	Boyce	22 A 64	Millwood
184	Ralph R. Shaffer, III	2197 Old Chapel Road	Boyce	22 A 64	Millwood
185	Daniel L. Detwiler, III	340 Briggs Road	Berryville	22 A 43	Millwood
186	Cynthia M. Detwiler	340 Briggs Road	Berryville	22 A 43	Millwood
187	Jaymes Detwiler	340 Briggs Road	Berryville	22 A 43	Millwood
188	Connie Tyler	2197 Old Chapel Road	Boyce	22 A 64	Millwood
189	Irene G. Tinsman	2091 Old Chapel Road	Boyce	22 A 68	Millwood
190	Tyler Coppage	2165 Old Chapel Road	Boyce	22 A 65	Millwood
191	Johnetta Pruitt	110 Browntown Road	Boyce	22 A 99	Millwood
192	Todd Ellis	1077 Ginns Road, P.O. 115	Boyce	20 A 21	White Post
193	Stephanie Ellis	1077 Ginns Road, P.O. 115	Boyce	20 A 21	White Post
194	Rebekah Wiedower	9800 John Mosby Hwy	Boyce	20 A 21E	White Post
195	Jim Wiedower	9800 John Mosby Hwy	Boyce	20 A 21E	White Post
Original petition signers: submitted @ November 1, 2013					
196	Teresa Miller	1430 Old Winchester Road	Boyce	21 A 82	White Post
197	Bruce Welch	1430 Old Winchester Road	Boyce	21 A 82	White Post
198	Lester F. McConville	260 Rose Airy Lane, P.O. Box 314	Boyce	29 A 18D, 29 A 18J	White Post
199	Catherine McConville	260 Rose Airy Lane, P.O. Box 314	Boyce	29 A 18J	White Post
200	Roderick DeArment	409 Bellevue Lane	Boyce	20 2 7, 21 A 79B	White Post
201	AnnMarie DeArment	409 Bellevue Lane	Boyce	20 2 7, 21 A 79B	White Post
202	Danielle Donohue	165 Bellevue Lane	Boyce	21 A 79C	White Post
203	Eric Keene	773 Old Winchester Road	Boyce	21 A 78	White Post
204	R.W. Graves, Jr.	1025 Old Winchester Road	Boyce	21 A 79A	White Post
205	Audrey L. Graves	1025 Old Winchester Road	Boyce	21 A 79A	White Post
206	Alain Borel	692 Old Winchester Road	Boyce	21 A 86	White Post
207	Celeste D. Borel	692 Old Winchester Road	Boyce	21 A 86	White Post
208	Teresa Baker	917 Old Winchester Road	Boyce	21 A 78B	White Post
209	Scott Baker	917 Old Winchester Road	Boyce	21 A 78B	White Post
210	Rick Senyitko	918 Morning Star Lane	Boyce	20 2 13	White Post
211	Kathi Colen Peck	196 Bellevue Lane	Boyce	21 A 79	White Post
212	Gregory Peck	196 Bellevue Lane	Boyce	21 A 79	White Post
213	Eric Lieser	589 Bellevue Lane	Boyce	20 2 8	White Post
214	Sara Lieser	589 Bellevue Lane	Boyce	20 2 8	White Post
215	Diane Senyitko	918 Morning Star Lane	Boyce	20 2 13	White Post
216	Peter Jones	735 Morning Star Lane	Boyce	20 2 1	White Post
217	Susan R. Molden	1 Morning Star Lane	Boyce	20 2 6	White Post
218	Timothy W. Harmon	1 Morning Star Lane	Boyce	20 2 6	White Post
219	Ronald N. Light	146 Morning Star Lane	Boyce	20 2 5	White Post
220	Elizabeth A. Light	146 Morning Star Lane	Boyce	20 2 5	White Post
221	Terence M. Donohue	165 Bellevue Lane	Boyce	21 A 79C	White Post
222	Sharon P. Young	923 Old Winchester Road	Boyce	21 A 78A	White Post
223	Alan Young	923 Old Winchester Road	Boyce	21 A 78A	White Post
224	George M. "Matt" Hoff	278 Ginns Road	Boyce	20 A 18F	White Post
225	Elizabeth H. Sell	1321 Old Winchester Road	Boyce	21 A 80, 20 A 18	White Post
226	Robert G. Sell	1321 Old Winchester Road	Boyce	21 A 80, 20 A 18	White Post
227	Robert E. Yanniello	1308 Old Winchester Road	Boyce	21 A 83A	White Post
228	Carol Yanniello	1308 Old Winchester Road	Boyce	21 A 83A	White Post
229	Susan Harrison	1437 Old Winchester Road	Boyce	20 A 18	White Post
230	Michael Harrison	1437 Old Winchester Road	Boyce	20 A 18	White Post

We strongly oppose the granting of a Special Use Permit to allow the establishment of a commercial kennel on Bellevue Lane, Boyce, VA. As property owners near the proposed operation, we believe it will cause undue noise and create a public nuisance, will adversely affect property values, and will increase traffic congestion and pose safety issues on Bellevue Lane and Rt. 723. Housing rescue dogs identified as needing rehabilitation in close proximity to our homes also has the potential to threaten the safety of the neighboring residents and livestock. Moreover, a kennel of any sort is inconsistent with the agricultural nature and zoning of our neighborhood.

Name Donald Williams
Signature Donald Williams
Address Lot 4 Morning Star Lane
Boyce, VA 22620
Tax Map ID # 2024

Name _____

Signature _____

Address _____

Tax M ID# _____

Name _____

Signature _____

Address _____

Tax M ID# _____

We strongly oppose the granting of a Special Use Permit to allow the establishment of a commercial kennel on Bellevue Lane, Boyce, VA. As property owners near the proposed operation, we believe it will cause undue noise and create a public nuisance, will adversely affect property values, and will increase traffic congestion and pose safety issues on Bellevue Lane and Rt. 723. Housing rescue dogs identified as needing rehabilitation in close proximity to our homes also has the potential to threaten the safety of the neighboring residents and livestock. Moreover, a kennel of any sort is inconsistent with the agricultural nature and zoning of our neighborhood.

Name Janet deTerao
Signature Janet deTerao
Address 501 Old Winchester Rd
Boyce, VA 22020
Tax Map ID # 21 A 75

Name _____

Signature _____

Address _____

Tax M ID# _____

Name _____

Signature _____

Address _____

Tax M ID# _____

We strongly oppose the granting of a Special Use Permit to allow the establishment of a commercial kennel on Bellevue Lane, Boyce, VA. As property owners near the proposed operation, we believe it will cause undue noise and create a public nuisance, will adversely affect property values, and will increase traffic congestion and pose safety issues on Bellevue Lane and Rt. 723. Housing rescue dogs identified as needing rehabilitation in close proximity to our homes also has the potential to threaten the safety of the neighboring residents and livestock. Moreover, a kennel of any sort is inconsistent with the agricultural nature and zoning of our neighborhood.

Name Brian Cather

Signature Brian Cather

Address 88 Red Gate Rd
Millwood, VA 22646

Tax Map ID # 29 A 21

Name Robin Cather

Signature Robin Cather

Address 88 Red Gate Rd
Millwood, VA 22646

Tax M ID# 29 A 21

Name _____

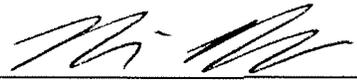
Signature _____

Address _____

Tax M ID# _____

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

Name BRIAN BOHALL

Signature 

Address 2737 SPRINGSBURY ROAD
BERRYVILLE, VA 22611

Tax M ID# 23 A 27

Name _____

Signature _____

Address _____

Tax M ID# _____

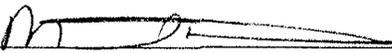
Name _____

Signature _____

Address _____

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

Name Michael Casey

Signature 

Address 778 SPRINGSBURY ROAD

Berryville VA 22611

Tax M ID# 14 A 58 A

Name Melissa Casey

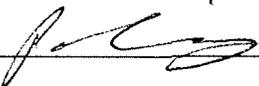
Signature Melissa Casey

Address 778 Springsbury Rd

Berryville, VA 22611

Tax M ID# 14 A 58 A

Name Patrick Casey

Signature 

Address 332 West main st.

Berryville, VA 22611

Tax M ID# ~~ATA~~ 14 A 1A3

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

Name Chastity Wiley

Signature Chastity Wiley

Address 741 Triple J Rd
Berryville, VA 22611

Tax M ID# 13 A 15

Name Chad Wiley

Signature Chad Wiley

Address 741 Triple J Rd
Berryville, VA 22611

Tax M ID# 13 A 15

Name Coby Wiley

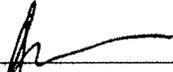
Signature Coby Wiley

Address 741 Triple J Rd
Berryville, VA 22611

Tax M ID# 13 A 15

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

Name Chad Morris

Signature 

Address 741 Triple J Rd (Just Kiddin' Farm)
Berryville, VA 22611

Tax M ID# 13 A 15

Name Zack Morris

Signature 

Address 741 Triple J Rd (Just Kiddin' Farm)
Berryville, VA 22611

Tax M ID# 13 A 15

Name Anthony Sudduth

Signature 

Address 63110 Lord Fairfax Hwy
Berryville, VA 22611

Tax M ID# 14 D 12

We strongly oppose the granting of a Special Use Permit to allow the establishment of a commercial kennel on Bellevue Lane, Boyce, VA. As property owners near the proposed operation, we believe it will cause undue noise and create a public nuisance, will adversely affect property values, and will increase traffic congestion and pose safety issues on Bellevue Lane and Rt. 723. Housing rescue dogs identified as needing rehabilitation in close proximity to our homes also has the potential to threaten the safety of the neighboring residents and livestock. Moreover, a kennel of any sort is inconsistent with the agricultural nature and zoning of our neighborhood.

Name A. R. DUNNING
Signature *AR Dunning*
Address 2153 Gians Road
Boyce, VA 22620
Tax Map ID # 20 A 16

Name _____

Signature _____

Address _____

Tax M ID# _____

Name _____

Signature _____

Address _____

Tax M ID# _____

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

Name THOMAS H B DUNNICK

Signature 

Address 700 WAINFIELD LN
MILLWOOD, VA 22646

Tax M ID# 2933

Name _____

Signature _____

Address _____

Tax M ID# _____

Name _____

Signature _____

Address _____

Tax M ID# _____

We strongly oppose the granting of a Special Use Permit to allow the establishment of a commercial kennel on Bellevue Lane, Boyce, VA. As property owners near the proposed operation, we believe it will cause undue noise and create a public nuisance, will adversely affect property values, and will increase traffic congestion and pose safety issues on Bellevue Lane and Rt. 723. Housing rescue dogs identified as needing rehabilitation in close proximity to our homes also has the potential to threaten the safety of the neighboring residents and livestock. Moreover, a kennel of any sort is inconsistent with the agricultural nature and zoning of our neighborhood.

Name Mattie D. Fries
Signature Mattie W. Fries
Address 9006 John Mosby Hwy.
Boyce, Va. 22620
Tax Map ID # 20 A 39

Name John W. Fries
Signature John W. Fries
Address 9006 John Mosby Hwy
Boyce, Va. 22620
Tax M ID# 20 A 39

Name Anne D. Bromley
Signature Anne D. Bromley
Address 8958 John Mosby Hwy.
Boyce, Va. 22620
Tax M ID# 20 A 39

We strongly oppose the granting of a Special Use Permit to allow the establishment of a commercial kennel on Bellevue Lane, Boyce, VA. As property owners near the proposed operation, we believe it will cause undue noise and create a public nuisance, will adversely affect property values, and will increase traffic congestion and pose safety issues on Bellevue Lane and Rt. 723. Housing rescue dogs identified as needing rehabilitation in close proximity to our homes also has the potential to threaten the safety of the neighboring residents and livestock. Moreover, a kennel of any sort is inconsistent with the agricultural nature and zoning of our neighborhood.

Name George M. (Matt) Hoff
~~George M. (Matt) Hoff~~ (SMH)
Signature George M. (Matt) Hoff (Duplicate)
Address 278 Ginns Rd
Boyce Va 22620
Tax Map ID # _____

Name Phil C. Lloyd
Signature Phil R Lloyd
Address 1576 Gun Barrel Road
White Post Va 22663
Tax M ID# 28 A 5A

Name Eleanor S. Lloyd
Signature Eleanor S. Lloyd
Address 1576 Gun Barrel Rd.
White Post, VA 22663
Tax M ID# 28 A 5A

We strongly oppose the granting of a Special Use Permit to allow the establishment of a commercial kennel on Bellevue Lane, Boyce, VA. As property owners near the proposed operation, we believe it will cause undue noise and create a public nuisance, will adversely affect property values, and will increase traffic congestion and pose safety issues on Bellevue Lane and Rt. 723. Housing rescue dogs identified as needing rehabilitation in close proximity to our homes also has the potential to threaten the safety of the neighboring residents and livestock. Moreover, a kennel of any sort is inconsistent with the agricultural nature and zoning of our neighborhood.

Name JAMES HLOYD

Signature James Hloyd

Address P.O. Box 455
Boyce, Va 22620

Tax Map ID # _____

Name Samuel B. Buckley

Signature Sam Buckley

Address PO Box 1 White Post Va

Tax M ID# 28 A 13, 28

Name P. T. McIntire

Signature P. J. McIntire

Address P.O. Box 237
White Post, Va. 22663

Tax M ID# 30 A 12, 28

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

Name Skirley S. Hardesty
Signature Skirley S. Hardesty
Address 106 Battletown Drive
Berryville, Va 22611
Tax M ID# 14 A 32 A12

Name Charles T Hardesty III
Signature CH Hardesty III
Address 106 Battletown Dr
Berryville Va 22611
Tax M ID# 14 A 32 A12

Name GEORGE G. LEVI
Signature George M. Levi
Address P.O. Box 366
Berryville, VA. 22611
Tax M ID# 23 A 32

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

Name Dellie Zimmerman
Signature Dellie Zimmerman
Address 122 Battletown Ct
Berryville, VA 22611
Tax M ID# 14 A 32A20

Name THOMAS CARPER JR
Signature Thomas Carper Jr
Address 190 Chrismore Road
White Post VA 22663
Tax M ID# 28 15

Tenant Farmer of
21 A 39
410 Old Winchester Rd
Boyce, VA 22620

Name Sue E White
Signature Sue E White
Address 3433 Bishop Meade
Boyce VA 22620
Tax M ID# 22 A 50

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

Name Kathy Paskel

Signature Kathy Paskel

Address 1478 Gun Barrel Rd.

White Post, VA 22163

Tax M ID# 28 A 4

Name Susan Belford

Signature Susan Belford

Address 653 Kennel Rd

Boyce VA 22620

Tax M ID# 30 A 60

Name Aaron Lloyd

Signature Aaron Lloyd

Address 15 W. Fairfax St

Berryville, VA 22611

Tax M ID# 14 A 24 11

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

Name Kenneth L. Willingham

Signature Kenneth L. Willingham

Address 226 Walnut St

Berryville Va

Tax M ID# 14 A 16 17

Name Janet Willingham

Signature _____

Address 226 Walnut St

Berryville Va 22611

Tax M ID# 14 A 16 17

Name KENNETH PRUITT

Signature Kenneth Pruitt

Address 110 Brewster Rd

Boyce VA 22620

Tax M ID# 22 A 99

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

Name C. J. HARDESTY JR

Signature C. J. Hardesty Jr

Address 5797 LORD FAIRFAX HY
BERRYVILLE VA

Tax M ID# 14 A 36

Name Michelle Anderson

Signature Michelle Anderson

Address 278 Ginns Rd
Boyce, VA 28620

Tax M ID# 20 A 18 F

Name ~~Matt Hoff~~

Signature ~~Matt Hoff~~

Address _____

Tax M ID# _____

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

Name Louise Abate

Signature 973 Old Chapel Rd

Lm Abate

Address Boyce Va 22620

Tax M ID# 21 A 46C

Name Michael Abate

Signature M. Abate

Address 973 Old Chapel Rd Boyce Va 22620

Tax M ID# 21 A 46 C

Name Ralph S Shiley

Signature Ralph S. Shiley

Address 307 Chris more Rd

White Post, VA. 22663

Tax M ID# 28 A 1, 28 A

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

Name Mary Hough
Signature Mary Hough
Address PO Box 39
Boyce VA. 22620
Tax M ID# 21 A 1A92

Name Brent Eby
Signature Brent Eby
Address 271 Hickory Green lane
White Post VA 22663
Tax M ID# 29 A 33

Name Esther L. Marshall
Signature Esther L. Marshall
Address 251 Swift Shoals Rd.
Boyce, Va. 22620
Tax M ID# 30 A 69 A



ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
 TO A SPECIAL USE PERMIT
 ON BELLEVUE LANE, BOYCE, VA

Name MARGARET D. LYLES

Signature Margaret D. Lyles

Address 3070 Bishop Meade Rd
Boyce Va. 22620

Tax M ID# 22 1 2

Name Edgar L Coffelt

Signature E L Coffelt

Address 113 W Crescent St.
Boyce, VA 22620

Tax M ID# 21 A 1A 49

Name DENISE H. SACKSON

Signature Denise H. Sackson

Address 693 Bis. Meade Rd
P.O. BOX 107 Millwood Va 22646

Tax M ID# 30 A A89

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

Name Keith E Brobst

Signature Keith E Brobst

Address 316 Henderson Ct,

Berryville, VA 22611

Tax M ID# 14 A 81 11

Name _____

Signature _____

Address _____

Tax M ID# _____

Name _____

Signature _____

Address _____

Tax M ID# _____

We strongly oppose the granting of a Special Use Permit to allow the establishment of a commercial kennel on Bellevue Lane, Boyce, VA. As property owners near the proposed operation, we believe it will cause undue noise and create a public nuisance, will adversely affect property values, and will increase traffic congestion and pose safety issues on Bellevue Lane and Rt. 723. Housing rescue dogs identified as needing rehabilitation in close proximity to our homes also has the potential to threaten the safety of the neighboring residents and livestock. Moreover, a kennel of any sort is inconsistent with the agricultural nature and zoning of our neighborhood.

Name Ryan Royston
Signature Ryan Royston
Address 1344 old winchester rd
Boyce VA 22620
Tax Map ID # 21 A 83 C

Name Rieman Royston
Signature Rieman Royston
Address 1344 old winchester rd
Boyce VA 22620
Tax M ID# 21 A 83 C

Name Linda Woelfel
Signature Linda Woelfel
Address 379 Page Brook Ln
Boyce VA 22620
Tax M ID# 21 5 2A

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

Name Dorothy Royston
Signature Dorothy H. Royston
Address 219 Page Brook Lane
Boyce, VA 22620
Tax M ID# 21 A 84

Name James H. Royston
Signature James H. Royston
Address 289 Pagebrook LN
Boyce VA 22620
Tax M ID# 21 A 84

Name Leonard Woelfel
Signature LEONARD WOELFEL
Address 379 Page Brook Ln
Boyce Va 22620
Tax M ID# 21 5 2A

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

Name Cody Gray

Signature Cody Gray

Address 10 West Sharon Drive

Boyce VA 22620

Tax M ID# 21 A 155

Name Cathy Woelfel

Signature Cathy Woelfel

Address 379 Pagebrook Lane

Boyce Va 22620

Tax M ID# 21 5 2A

Name Mary Ellen Nicholas

Signature Mary Ellen Nicholas

Address 401 Page Brook Ln

Boyce, VA 22620

Tax M ID# 21 5 3

We strongly oppose the granting of a Special Use Permit to allow the establishment of a commercial kennel on Bellevue Lane, Boyce, VA. As property owners near the proposed operation, we believe it will cause undue noise and create a public nuisance, will adversely affect property values, and will increase traffic congestion and pose safety issues on Bellevue Lane and Rt. 723. Housing rescue dogs identified as needing rehabilitation in close proximity to our homes also has the potential to threaten the safety of the neighboring residents and livestock. Moreover, a kennel of any sort is inconsistent with the agricultural nature and zoning of our neighborhood.

Name James H. Royston II
Signature James H. Royston II
Address 499 Page Brook Ln.
Boyce Va. 22620
Tax Map ID # 21 A 83 D

Name Patricia B. Royston
Signature Patricia B. Royston
Address 499 Page Brook Lane
Boyce, Va 22620
Tax M ID# 21 A 83 D

Name Traci Longerbeam
Signature Traci Longerbeam
Address 430 Page Brook Ln
Boyce VA 22620
Tax M ID# 21 2 A

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

Name Timothy Longbeam
Signature Timothy Longbeam
Address 430 Page Brook Ln
Boyce VA 22620
Tax M ID# 212A

Name _____

Signature _____

Address _____

Tax M ID# _____

Name _____

Signature _____

Address _____

Tax M ID# _____

We strongly oppose the granting of a Special Use Permit to allow the establishment of a commercial kennel on Bellevue Lane, Boyce, VA. As property owners near the proposed operation, we believe it will cause undue noise and create a public nuisance, will adversely affect property values, and will increase traffic congestion and pose safety issues on Bellevue Lane and Rt. 723. Housing rescue dogs identified as needing rehabilitation in close proximity to our homes also has the potential to threaten the safety of the neighboring residents and livestock. Moreover, a kennel of any sort is inconsistent with the agricultural nature and zoning of our neighborhood.

Name Noel H. Hicker
Signature Noel H. Hicker
Address 993 Ginns Road
Boyce, Va. 22620
Tax Map ID # 20 A 21H

Name Brenda Hoff
Signature Brenda Hoff
Address 544 Ginns Rd
Boyce VA 22620
Tax M ID# 20 A 18A

Name James W. Sampson
Signature James W. Sampson
Address 17 GUNBERRY
White Post VA 22663
Tax M ID# 20 A 31

We strongly oppose the granting of a Special Use Permit to allow the establishment of a commercial kennel on Bellevue Lane, Boyce, VA. As property owners near the proposed operation, we believe it will cause undue noise and create a public nuisance, will adversely affect property values, and will increase traffic congestion and pose safety issues on Bellevue Lane and Rt. 723. Housing rescue dogs identified as needing rehabilitation in close proximity to our homes also has the potential to threaten the safety of the neighboring residents and livestock. Moreover, a kennel of any sort is inconsistent with the agricultural nature and zoning of our neighborhood.

Name ELLEN HICKS
Signature [Handwritten Signature]
Address 993 GINNS ROAD
BOYCE, VA 22611
Tax Map ID # 20 A 21 H

Name Jessica Cain
Signature [Handwritten Signature]
Address 237 Gun Barrel Rd
White Post VA 22603
Tax M ID# 20 A 28

Name Mary Rampher
Signature [Handwritten Signature]
Address 17 Gun Barrel Rd
White Post, VA 22603
Tax M ID# 20 A 31

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

Name LOWELL SMITH

Signature Lowell Smith

Address 2548 Crums Church Rd.
Berryville

Tax M ID# 871

Name MALCOLM HARLOW

Signature Malcolm S. Harlow

Address 2338 CRUMS CHURCH RD
BERRYVILLE, VA 22611

Tax M ID# 7A112

Name Elyse Smith

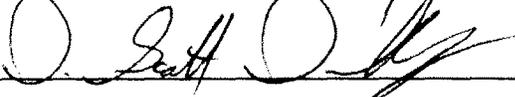
Signature Elyse Smith

Address 2548 Crums Church Rd.
Berryville VA, 22611

Tax M ID# 871

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

Name D Scott Donnelly

Signature 

Address 291 Milton Valley
Berryville VA 22611

Tax M ID# 14 A 19

Name Ben Detwiler

Signature 

Address 1815 Bishop meade Rd
Boyce VA 22620

Tax M ID# 220 12

Name _____

Signature _____

Address _____

Tax M ID# _____

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

Name Sharon Parrish

Signature Sharon Parrish

Address 114 Page St.
Berryville, VA 22611

Tax M ID# 14A2 9 5

Name Lisa Rajewski

Signature Lisa D. Rajewski

Address 68 Farms Ridge Ln.
Boyce, VA 22620

Tax M ID# 37A3 5 42

Name _____

Signature _____

Address _____

Tax M ID# _____

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

Name Kathryn Stever

Signature 

Address PO BOX 156, 524 Country Club Lane
Millwood, VA 22646

~~Tax M ID#~~ 29 2 A

Name _____

Signature _____

Address _____

Tax M ID# _____

Name _____

Signature _____

Address _____

Tax M ID# _____

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

Name Janet Ferrell

Signature Janet Ferrell

Address 372 Ginn Rd Boyce Va. 22620

Tax M ID# 20 A 18D

Name Betsy Harding

Signature Betsy Harding

Address 1260 Ginn Rd.
Boyce, Va. 22620

Tax M ID# 20 A 16B

Name Polly & Tom Beckett

Signature Polly Beckett

Address 1420 Ginn Rd.
Boyce, VA 22620

Tax M ID# 20 A 16C

We strongly oppose the granting of a Special Use Permit to allow the establishment of a commercial kennel on Bellevue Lane, Boyce, VA. As property owners near the proposed operation, we believe it will cause undue noise and create a public nuisance, will adversely affect property values, and will increase traffic congestion and pose safety issues on Bellevue Lane and Rt. 723. Housing rescue dogs identified as needing rehabilitation in close proximity to our homes also has the potential to threaten the safety of the neighboring residents and livestock. Moreover, a kennel of any sort is inconsistent with the agricultural nature and zoning of our neighborhood.

Name John Myer

Signature [Handwritten Signature]

Address 11877 Lord Fairfax Hwy
Boyce, VA 22620

Tax Map ID # 21 A 76A

Name Bryan Conrod

Signature [Handwritten Signature]

Address 303 Stonebridge Rd.
White Post, Va 22663

Tax M ID# _____

Name Mary K. Kirk

Signature [Handwritten Signature]

Address 9322 John Mosby Hwy,
Boyce, VA. 22620

Tax M ID# _____

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

Name Chris Schutte

Signature [Handwritten Signature]

Address Box 324, 437 Bishop Meadows Rd
Millwood, Va 22646

Tax M ID# 30 A 42

Name Carole Inge

Signature [Handwritten Signature]

Address 1711 Millwood Rd
Millwood Va 22646

Tax M ID# 30 A A 82

Name _____

Signature _____

Address _____

Tax M ID# _____

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

Name Pam Sprincis

Signature Pam Sprincis

Address 974 Berrys Ferry Rd
White Post VA 22663

Tax M ID# 28 A 34

Name Cindy Casey

Signature Cynthia Casey

Address 2611 Springburg Rd
Berkeley, VA 22611

Tax M ID# 23 A 20, 23

Name Darlene Hull

Signature Darlene Hull

Address Po Box 129 W 22663

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

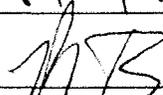
Name Bryan F. Casey
Signature Bryan F. Casey
Address 2011 Springsbury Rd
Benyville VA 22011
Tax M ID# 23 A 20, 23

Name ~~Kathy Morris~~
Signature Kathy Morris
Address 741 Triple J
Berryville, Va 22611
Tax M ID# 13 A 15

Name Sandra Jenkins
Signature Sandra Jenkins
Address 741 Triple J Rd
Berryville, VA 22611
Tax M ID# 13 A 15

We strongly oppose the granting of a Special Use Permit to allow the establishment of a commercial kennel on Bellevue Lane, Boyce, VA. As property owners near the proposed operation, we believe it will cause undue noise and create a public nuisance, will adversely affect property values, and will increase traffic congestion and pose safety issues on Bellevue Lane and Rt. 723. Housing rescue dogs identified as needing rehabilitation in close proximity to our homes also has the potential to threaten the safety of the neighboring residents and livestock. Moreover, a kennel of any sort is inconsistent with the agricultural nature and zoning of our neighborhood.

Name Robert T. Stotler

Signature 

Address P.O. Box 132
Millwood, Va 22646

Tax Map ID # 30 A 45, 30

Name Sam Stotler

Signature 

Address P.O. Box 391
MILLWOOD, VA 22646

Tax M ID# 22 A 101 A

Name Carolyn Stotler

Signature 

Address P.O. Box 391
MILLWOOD, VA 22646
22 A 101A

We strongly oppose the granting of a Special Use Permit to allow the establishment of a commercial kennel on Bellevue Lane, Boyce, VA. As property owners near the proposed operation, we believe it will cause undue noise and create a public nuisance, will adversely affect property values, and will increase traffic congestion and pose safety issues on Bellevue Lane and Rt. 723. Housing rescue dogs identified as needing rehabilitation in close proximity to our homes also has the potential to threaten the safety of the neighboring residents and livestock. Moreover, a kennel of any sort is inconsistent with the agricultural nature and zoning of our neighborhood.

Name Mary J. Feag MARY FEAGG
Signature [Handwritten Signature]
Address P.O. Box 121
Millwood VA 22646
Tax Map ID # 30 A 47

Name June Stotter
Signature [Handwritten Signature]
Address P.O. Box 132
Millwood, Va. 22646
Tax M ID# 30 A 45, 30

Name Natalie Flagg
Signature [Handwritten Signature]
Address P.O. Box 21
Millwood, VA 22646
30 A 47

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

Name Eleanor Welch

Signature Eleanor Welch

(minor)

Address 1430 Old Winchester Rd.

Boyce VA 22620

Tax M ID# _____

Name Sarah Jenkins - Morris

Signature Sarah Jenkins - Morris

Address 242 Triple S Rd

Berryville, VA 22611

Tax M ID# 13 A 15

Name Marci Fairbanks

Signature Marci Fairbanks

Address 409 Custer Ct.

Berryville, Va. 22611

14 A 712 11

We strongly oppose the granting of a Special Use Permit to allow the establishment of a commercial kennel on Bellevue Lane, Boyce, VA. As property owners near the proposed operation, we believe it will cause undue noise and create a public nuisance, will adversely affect property values, and will increase traffic congestion and pose safety issues on Bellevue Lane and Rt. 723. Housing rescue dogs identified as needing rehabilitation in close proximity to our homes also has the potential to threaten the safety of the neighboring residents and livestock. Moreover, a kennel of any sort is inconsistent with the agricultural nature and zoning of our neighborhood.

Name Madalyn Welch

Signature Madalyn Welch

(minor)

Address 1430 Old Winchester Rd.

Boyce VA 22620

Tax Map ID # _____

Name _____

Signature _____

Address _____

Tax M ID# _____

Name _____

Signature _____

Address _____

CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

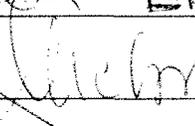
Name MIKLOS (NICK) SZENTIRMAI

Signature 

Address P.O. BOX 286 (370 ROSE AIRY LANE)
BOYCE, VA 22620

Tax M ID# 29 A 18

Name ANDREA NIGETI

Signature 

Address P.O. BOX 286
BOYCE, VA 22620

Tax M ID# 29 A 18

Name _____

Signature _____

Address _____

Tax M ID# _____

Additional Clarke County Residents
Kennel Opposition Letter 3
November, 1 2013

Name Caroline L. Roberts
Signature Caroline L. Roberts
Address 1132 Borden's Spring Rd.
White Post, VA 22663
Tax Map ID# 29 A 31

Name MARY H CRAWFORD
Signature M H Crawford
Address P.O. Box 369 - 373 Warner Washington Ln.
Berryville VA 22611
Tax Map ID# 9 33

Name Laura Dabnet
Signature Jama N. Dabnet
Address 468 Jonesville Rd.
Berryville Va 22611
Tax Map ID# 12 A 43 D

Name Page Q Crosclose
Signature PAGE A. Crosclose
Address 64 Salem Church Rd.
Boyce, VA 22620
Tax Map ID# 20-A-9

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

Name Chrissie Graeber

Signature Chrissie Graeber

Address 276 White Pine Ln.
Boyce, VA 22620

Tax M ID# 39 2 2F

Name Reid Graeber

Signature Reid Graeber

Address 276 White Pine Ln
Boyce, VA 22620

Tax M ID# 39 2 2F

Name Cameron Graeber

(minor)

Signature CAMERON GRAEBER

Address 276 WHITE PINE LANE
BOYCE VA 22620

Tax M ID# _____

We strongly oppose the granting of a Special Use Permit to allow the establishment of a commercial kennel on Bellevue Lane, Boyce, VA. As property owners near the proposed operation, we believe it will cause undue noise and create a public nuisance, will adversely affect property values, and will increase traffic congestion and pose safety issues on Bellevue Lane and Rt. 723. Housing rescue dogs identified as needing rehabilitation in close proximity to our homes also has the potential to threaten the safety of the neighboring residents and livestock. Moreover, a kennel of any sort is inconsistent with the agricultural nature and zoning of our neighborhood.

Name Barry H. Lewis

Signature [Signature]

Address 537 Old Winchester Rd
Boyce, Va 22620

Tax Map ID # 21 A 77

Name Grace E. Lewis

Signature Grace E Lewis

Address 537 Old Winchester Rd
Boyce, VA 22620

Tax M ID# 21 A 77

Name _____

Signature _____

Address _____

Tax M ID# _____

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

Name Barbara W. Merrin

Signature Barbara W. Merrin

Address 3433 Bishop Meade Rd.
Boyce, Va 22620

Tax M ID# 22 A 50

Name Tracy Sturchio

Signature Tracy Sturchio

Address 100 Meadow View Dr
Boyce, VA 22620

Tax M ID# 21 A 5 132

Name J.D. Jackson

Signature J.D. Jackson

Address PO BOX 107
Millwood Va 22646

Tax M ID# _____

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

Name William T Devers

Signature William T Devers

Address PO Box 261

Boyce, VA 22620

Tax M ID# _____

Name Patricia Reimer

Signature Patricia Reimer

Address 9280 John Mosby Hwy

Boyce, VA 22621

Tax M ID# 20 A 43

Name Archie Lee Peterson

Signature Archie Lee Peterson

Address 9280 John Mosby HWY

Boyce VA 22620

Tax M ID# 20 A 43

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

Name Shelley & ~~Anthony~~ Day

Signature Shelley Day

Address 1415 Coyns Rd.

Boyce, VA. 22620

Tax M ID# 20 A 15

Name Robert Day

Signature Robert Day

Address 1415 Coyns Rd.

Boyce, VA. 22620

Tax M ID# 20 A 15

Name Shirley W. Grubbs

Signature Shirley W. Grubbs

Address 9124 John Mosby Hwy.

Boyce, Va. 22620

Tax M ID# 20 A 41

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

Name Kay Russell Hicks

Signature Kay Russell Hicks

Address 45 Ginn's Rd

Boyce, VA 22620

Tax M ID# 20 A 23

Name Linda R. Ames

Signature Linda R. Ames

Address 475 Ginn's Rd

Boyce, VA 22620

Tax M ID# 20 A 21C

Name DAVID E. AMES

Signature David E. Ames

Address 475 Ginn's Rd

Boyce, VA 22620

Tax M ID# 20 A 21C

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

Name William D. Grubbs

Signature William D. Grubbs

Address 9124 Tom Mosby Highway
Boyce, VA 22620

Tax M ID# 20 A 41

Name Brenda Plunkett

Signature Brenda Plunkett

Address 674 Ginns RD
Boyce, VA 22620

Tax M ID# 20 A 19

Name Charles Plunkett

Signature Charles Plunkett

Address 674 Ginns RD
Boyce, VA 22620

Tax M ID# 20 A 19

We strongly oppose the granting of a Special Use Permit to allow the establishment of a commercial kennel on Bellevue Lane, Boyce, VA. As property owners near the proposed operation, we believe it will cause undue noise and create a public nuisance, will adversely affect property values, and will increase traffic congestion and pose safety issues on Bellevue Lane and Rt. 723. Housing rescue dogs identified as needing rehabilitation in close proximity to our homes also has the potential to threaten the safety of the neighboring residents and livestock. Moreover, a kennel of any sort is inconsistent with the agricultural nature and zoning of our neighborhood.

Name Daniel Mitchell
Signature Daniel Mitchell
Address 1336 Old Winchester Rd.
Boyce, VA 22620
Tax Map ID # 21 A 81

Name _____
Signature _____
Address _____

Tax M ID# _____

Name _____
Signature _____
Address _____

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

Name CATHY BUTLER

Signature Cathy Butler

Address 481 Page Brook Ln
Boyce VA 22620

Tax M ID# 21 55

Name Mark Butler

Signature Mark Butler

Address 481 Page Brook Lane
Boyce VA 22620

Tax M ID# 21 55

Name Dorothy Eisenberg

Signature Dorothy Eisenberg

Address 902 Old Winchester Rd
Boyce VA 22620

Tax M ID# 21 A 86A

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

Name Suzanne Boag

Signature Suzanne Boag

Address 204 Hermitage Blvd
Berryville VA 22611

Tax M ID# 14 A 83 113

Name DOUGLAS BOAG

Signature Douglas Boag

Address 204 HERMITAGE BLVD
BERRYVILLE VA 22611

Tax M ID# 14 A 83 113

Name _____

Signature _____

Address _____

Tax M ID# _____

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

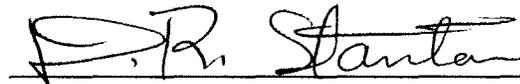
Name Patricia Stanton

Signature 

Address 300 Dunlap Dr
Berryville VA 22611

Tax M ID# 14 A 8123

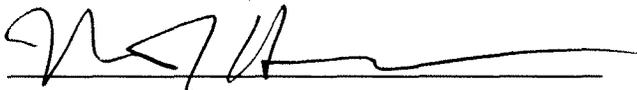
Name Donald Stanton

Signature 

Address 300 Dunlap Dr
Berryville VA 22611

Tax M ID# 14 A 8123

Name Michael Hamman

Signature 

Address 2573 Springsbury Rd
Berryville, VA 22611

Tax M ID# 23 A 33

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

Name Kathryn Baerter

Signature K Baerter

Address 2573 Springsbury Rd
Berryville, VA 22611

Tax M ID# 23 A 3 3

Name _____

Signature _____

Address _____

Tax M ID# _____

Name _____

Signature _____

Address _____

Tax M ID# _____

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

Name Candy Means

Signature Candy Means

Address PO Box 7 62 Rocky Bank Lane
Millwood VA 22646

Tax M ID# 30 AA 38

Name Blanca Vandervoort

Signature Blanca Vandervoort

Address 4157 Calmes Neck Ln
Boyce VA 22620

Tax M ID# 31144

Name Mary Chamberlayne

Signature Mary Chamberlayne

Address 3113 Calmes Neck Lane
Boyce VA 22620

Tax M ID# 31123

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

Name RAMONA DeLaFe

Signature Ramona DeLaFe

Address 455 Triple D. Rd
Berryville, VA 22611

Tax M ID# 7A61A

Name Mischele Way

Signature Michele A. Way

Address 425 Chapel Lane
Boyce, Va

Tax M ID# 22116

Name JOAN Cameron

Signature Joan

Address 541 Paris Heights Ln
Paris, VA 20130

Tax M ID# 40A33

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

Name ANNE BEVERLEY KERR

Signature Anne Beverley Kerr

Address 279 WHITE POST RD
WHITE POST, VA 22663

Tax M ID# 28AA40

Name Patricia J. Flynn

Signature Patricia J. Flynn

Address 2014 Millwood Rd, P.O. Box 254
MILLWOOD, VA 22646

Tax M ID# 30AA27

Name Carol Fines

Signature Carol Fines

Address 406 Pyletown Rd
Boyce 22620

Tax M ID# 21A21

We strongly oppose the granting of a Special Use Permit to allow the establishment of a commercial kennel on Bellevue Lane, Boyce, VA. As property owners near the proposed operation, we believe it will cause undue noise and create a public nuisance, will adversely affect property values, and will increase traffic congestion and pose safety issues on Bellevue Lane and Rt. 723. Housing rescue dogs identified as needing rehabilitation in close proximity to our homes also has the potential to threaten the safety of the neighboring residents and livestock. Moreover, a kennel of any sort is inconsistent with the agricultural nature and zoning of our neighborhood.

Name Jimmy L. Hill

Signature 

Address 1776 OLD WINCHESTER RD.
Boyce, VA 22620

Tax Map ID # 20 A 6

Name Elizabeth E. Hill

Signature 

Address 1776 Old Winchester Rd
Boyce, VA 22620

Tax M ID# 20 A 6

Name _____

Signature _____

Address _____

Tax M ID# _____

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

Name Leslie McLean

Signature LESLIE MCLEAN

Address 241 BURCH LN, BOYCE, VA.

Tax M ID# 3012

Name William P. McLean Jr

Signature William P. McLean

Address 241 Burch Lane
Boyce, VA 22620

Tax M ID# 3012

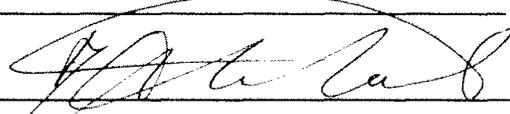
Name Elissa I. Goshen

Signature Elissa I. Goshen

Address 644 Lime Marl Lane
Millwood, VA 22646

Tax M ID# 22 A 122B

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

Name Lionel Chisholm
Signature 
Address 3616 Millwood Rd. (PO Box 246)
Millwood, VA, 22646
Tax M ID# 30 A 19

Name André Howells
Signature André Howells
Address 633 Shenandoah River Lane
Front Royal, VA 22630
Tax M ID# 37 A 1326

Name Ann CHISHOLM
Signature Ann Chisholm
Address P.O. Box 246 3616 Millwood Rd.
Millwood Va. 22646
Tax M ID# 30 A 19

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

Name Kathy Clark

Signature KH Clark

Address 787 Calines Neck Ln
Boyce VA 22620

Tax M ID# 31 A 8 A

Name Barbara Clagett

Signature Barbara Clagett

Address 648 Wickliffe Rd.
Berryville, VA 22611

Tax M ID# 15 A 3 8

Name Susan Bailey

Signature Susan Bailey

Address 2386 Springsbury Rd
Berryville, VA 22611

Tax M ID# 23 A 37A

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

Name CAROL J. MYERS

Signature Carol J. Myers

Address 232 Bradford Drive
Boyce, VA 22620

Tax M ID# 21A5125

Name Deni Dennis Utterback

Signature Deni Utterback

Address 232 Bradford Drive
Boyce, VA 22620

Tax M ID# 21A5125

Name Cathy Embury

Signature Cathy Embury

Address 2035 Bishop Heade Rd
Boyce, VA

Tax M ID# 22A102

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

Name Kathleen Knapp

Signature Kathleen Knapp

Address 1651 Chilly Hollow Rd
Berryville VA 22611

Tax M ID# 24 A 39 A

Name SUSAN DELLINGER

Signature Susan Dellinger

Address 1651 Chilly Hollow Rd
Berryville VA 22611

Tax M ID# 24 A 39 A

Name Marty Hiatt

Signature ↑ Marty Hiatt

Address 371 Seltenhorst Ln
Bluemont VA 20135

Tax M ID# 26 A 50 F

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

Name JANET ELTINGE

Signature Janet W. Eltinge

Address 2953 PYLETOWN RD.
BOYCE 22630

Tax M ID# ~~2162~~ 12 A 21

Name E. H. Van Wyck

Signature E. H. Van Wyck

Address 2953 PyleTown Rd
Boyce, VA 22620

Tax M ID# 12 A 21

Name _____

Signature _____

Address _____

Tax M ID# _____

We strongly oppose the granting of a Special Use Permit to allow the establishment of a commercial kennel on Bellevue Lane, Boyce, VA. As property owners near the proposed operation, we believe it will cause undue noise and create a public nuisance, will adversely affect property values, and will increase traffic congestion and pose safety issues on Bellevue Lane and Rt. 723. Housing rescue dogs identified as needing rehabilitation in close proximity to our homes also has the potential to threaten the safety of the neighboring residents and livestock. Moreover, a kennel of any sort is inconsistent with the agricultural nature and zoning of our neighborhood.

Name Carol S Everly

Signature Carol S Everly

Address 129 West main
Boyce, Va 22620

Tax Map ID # 21A1A2

Name _____

Signature _____

Address _____

Tax M ID# _____

Name _____

Signature _____

Address _____

Tax M ID# _____

We strongly oppose the granting of a Special Use Permit to allow the establishment of a commercial kennel on Bellevue Lane, Boyce, VA. As property owners near the proposed operation, we believe it will cause undue noise and create a public nuisance, will adversely affect property values, and will increase traffic congestion and pose safety issues on Bellevue Lane and Rt. 723. Housing rescue dogs identified as needing rehabilitation in close proximity to our homes also has the potential to threaten the safety of the neighboring residents and livestock. Moreover, a kennel of any sort is inconsistent with the agricultural nature and zoning of our neighborhood.

Name Hannah Smith
Signature [Handwritten Signature]
Address 500 Lakeside Lane
Boyce, VA

Tax Map ID # 30 A 66A

Name Jennifer Hearn
Signature [Handwritten Signature]
Address 170 Old Tuley Lane
Boyce, VA 22620

Tax M ID# _____

Name Juliet Mackay
Signature JULIET MACKAY-SMITH
Address 199 Sugar Hill Rd
White Post, VA 22663

Tax M ID# 36 A 9

We strongly oppose the granting of a Special Use Permit to allow the establishment of a commercial kennel on Bellevue Lane, Boyce, VA. As property owners near the proposed operation, we believe it will cause undue noise and create a public nuisance, will adversely affect property values, and will increase traffic congestion and pose safety issues on Bellevue Lane and Rt. 723. Housing rescue dogs identified as needing rehabilitation in close proximity to our homes also has the potential to threaten the safety of the neighboring residents and livestock. Moreover, a kennel of any sort is inconsistent with the agricultural nature and zoning of our neighborhood.

Name Ruth Szechenyi

Signature 

Address 2535 Pyletown Rd
Boyce, VA 22620

Tax Map ID # 21 A 1

Name Matthew Szechenyi

Signature 

Address 2535 Pyletown Rd
Boyce, VA 22620

Tax M ID# 21 A 1

Name Katharine Brown


Signature _____

Address 2822 Pyletown rd
Boyce, va. 22620

Tax M ID# 12 A 22B

We strongly oppose the granting of a Special Use Permit to allow the establishment of a commercial kennel on Bellevue Lane, Boyce, VA. As property owners near the proposed operation, we believe it will cause undue noise and create a public nuisance, will adversely affect property values, and will increase traffic congestion and pose safety issues on Bellevue Lane and Rt. 723. Housing rescue dogs identified as needing rehabilitation in close proximity to our homes also has the potential to threaten the safety of the neighboring residents and livestock. Moreover, a kennel of any sort is inconsistent with the agricultural nature and zoning of our neighborhood.

Name Peggy Duvall (DUVALL DESIGNS GALLERY)
Signature Peggy Sweeney Duvall (2053 MILLWOOD RD
Address 912 White Post Rd MILLWOOD VA)
White Post VA
Tax Map ID # 28 A 50 D

Name THOMAS C. MULRY, JR
Signature Thomas C Mulry
Address PO Box 500 // 1029 PAGE BROOK LN
Boyce VA 22620
Tax M ID# 21 - A - 2

Name _____
Signature _____
Address _____

Tax M ID# _____

We strongly oppose the granting of a Special Use Permit to allow the establishment of a commercial kennel on Bellevue Lane, Boyce, VA. As property owners near the proposed operation, we believe it will cause undue noise and create a public nuisance, will adversely affect property values, and will increase traffic congestion and pose safety issues on Bellevue Lane and Rt. 723. Housing rescue dogs identified as needing rehabilitation in close proximity to our homes also has the potential to threaten the safety of the neighboring residents and livestock. Moreover, a kennel of any sort is inconsistent with the agricultural nature and zoning of our neighborhood.

Name W S C. Duraby

Signature [Signature]

Address PO Box 114
Boyce VA 22620

Tax Map ID # _____

Name WENDELL HAWKEN

Signature [Signature]

Address 1982 Pyletown Road
Boyce, VA 22620

Tax M ID# 21 A 3A

Name Vaughn Glatfelter

Signature [Signature]

Address 1982 Pyletown Rd, Boyce, VA

Tax M ID# 21 A 3A

We strongly oppose the granting of a Special Use Permit to allow the establishment of a commercial kennel on Bellevue Lane, Boyce, VA. As property owners near the proposed operation, we believe it will cause undue noise and create a public nuisance, will adversely affect property values, and will increase traffic congestion and pose safety issues on Bellevue Lane and Rt. 723. Housing rescue dogs identified as needing rehabilitation in close proximity to our homes also has the potential to threaten the safety of the neighboring residents and livestock. Moreover, a kennel of any sort is inconsistent with the agricultural nature and zoning of our neighborhood.

Name W. W. Dunning

Signature W. W. Dunning

Address 52 Throuleigh Ln.
Boyce, VA 22620

Tax Map ID # 21 A 38

Name Thorne S. Dunning

Signature Thorne S. Dunning

Address 52 Throuleigh Lane (off Pyletown Rd.)
Boyce, Va - 22620

Tax M ID# 21 A 38

Name Busta Dunning (N.B.B. Dunning)

Signature [Signature]

Address 145 Throuleigh Lane
Boyce, VA, 22620

Tax M ID# 21 A 38

We strongly oppose the granting of a Special Use Permit to allow the establishment of a commercial kennel on Bellevue Lane, Boyce, VA. As property owners near the proposed operation, we believe it will cause undue noise and create a public nuisance, will adversely affect property values, and will increase traffic congestion and pose safety issues on Bellevue Lane and Rt. 723. Housing rescue dogs identified as needing rehabilitation in close proximity to our homes also has the potential to threaten the safety of the neighboring residents and livestock. Moreover, a kennel of any sort is inconsistent with the agricultural nature and zoning of our neighborhood.

Name EMIL BUCHHEISHP
Signature [Signature]
Address 2092 Old Whitaker Rd
Boyce VA
Tax Map ID # 20-A-7

Name Jerry A Henke
Signature Jerry A Henke
Address Po Box 224
Boyce, VA 22620
Tax M ID# 20-A-16A

Name H K Benham III
Signature H K Benham
Address 2713 Pyletown Rd.
Boyce, VA 22620
Tax M ID# 21-A-1

We strongly oppose the granting of a Special Use Permit to allow the establishment of a commercial kennel on Bellevue Lane, Boyce, VA. As property owners near the proposed operation, we believe it will cause undue noise and create a public nuisance, will adversely affect property values, and will increase traffic congestion and pose safety issues on Bellevue Lane and Rt. 723. Housing rescue dogs identified as needing rehabilitation in close proximity to our homes also has the potential to threaten the safety of the neighboring residents and livestock. Moreover, a kennel of any sort is inconsistent with the agricultural nature and zoning of our neighborhood.

Name Scott Baker

Signature Scott Baker

Address 917 old winchester Rd
Boyce VA 22620

(duplicate)

Tax Map ID # _____

Name Teresa Baker

Signature Teresa Baker

Address 917 Old Winchester Rd
Boyce VA 22620

(duplicate)

Tax M ID# _____

Name Jeremy Baker

Signature Jeremy Baker

Address 917 old winchester Rd
Boyce VA 22620

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

Name Timothy Tyler

Signature Timothy Tyler

Address 2197 Old Chapel Rd
Boyce VA 22620

Tax M ID# 22 A 64

Name Ralph R. Stoffer III

Signature Ralph R. Stoffer III

Address 2197 Old Chapel rd
Boyce V.A. 22620

Tax M ID# 22 A 64

Name _____

Signature _____

Address _____

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

Name Daniel L Detwiler III

Signature Daniel L Detwiler III

Address 340 Briggs Rd. Berryville Va 22611

Tax M ID# 22 A 43

Name Cynthia M Detwiler

Signature Cynthia M Detwiler

Address 340 Briggs Rd. Berryville, Va. 22611

Tax M ID# 22 A 43

Name Jaymes Detwiler

Signature Jaymes Detwiler

Address 340 Briggs rd Berryville VA 22611

Tax M. ID# 22 A 43

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

Name Connie Tyler

Signature Connie Tyler

Address 2197 Old Chapel Rd
Boyce, Va 22620

Tax M ID# 22 A 64

Name Irene G. Jinsman

Signature Irene G. Jinsman

Address 2091 Old Chapel Rd.
Boyce, Va. 22620

Tax M ID# 22 A 68

Name Tyler Coppage

Signature tj/CO

Address 2165 Old Chapel Rd
Boyce VA 22620

Tax M. ID# 22 A 65

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

Name Johnetta Pruitt

Signature Johnetta Pruitt

Address 110 Brauntown Rd

Boyce Va 22620

Tax M ID# 22 A 99

Name _____

Signature _____

Address _____

Tax M ID# _____

Name _____

Signature _____

Address _____

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

Name Todd Ellis

Signature Todd Ellis

Address 1077 Ginns Rd / P.O. Box 115
Boyce, VA 22620

Tax M ID# 20 A 21

Name Stephanie Ellis

Signature Stephanie Ellis

Address 1077 Ginns Rd / P.O. Box 115
Boyce, VA 22620

Tax M ID# 20 A 21

Name Rebekah Wiedmer

Signature Rebekah Wiedmer

Address 9000 John Mosby Hwy
Boyce, VA 22620

Tax M ID# 20 A 21E

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

Name Jim Wiedower

Signature Jim Wiedower

Address 9800 John Mosby Hwy
Boyce, VA 22020

Tax M ID# 20 A 21E

Name _____

Signature _____

Address _____

Tax M ID# _____

Name _____

Signature _____

Address _____

Tax M ID# _____

November, 1 2013

We strongly oppose the granting of a Special Use Permit to allow the establishment of a commercial kennel on Bellevue Lane. As property owners near the proposed operation, we believe it will cause undue noise and create a public nuisance, will adversely affect property values, and will increase traffic congestion and pose safety issues on Bellevue Lane and 723. Housing rescue dogs identified as needing rehabilitation in close proximity to our homes also has the potential to threaten the safety of the neighboring residents and livestock. Moreover, a kennel of any sort is inconsistent with the agricultural nature and zoning of our neighborhood.

Name Teresa Miller
Signature Teresa Miller
Address 1430 Old Winchester Rd
Boyce, VA 22620
Tax Map ID# 21A82

Name Bruce Welch
Signature B Welch
Address 1430 Old Winchester Rd.
Boyce, VA 22620
Tax Map ID# 21A82

Name _____

Signature _____

Mail to:
Jesse Russell, Zoning Administrator
Clarke County Offices
101 Chalmers Court, Suite B
Berryville, VA 22611

Concerns may also be emailed to:
jrussell@clarkecounty.gov

If you wish to voice your concerns in person, the public hearing is located at the address above at 9:00 a.m. on Friday, December 6th.

I/We strongly oppose the granting of a Special Use Permit to allow the establishment of a commercial kennel on Bellevue Lane. I/We believe it will cause undue noise, will adversely affect property values, and will increase traffic congestion and pose safety issues on Bellevue Lane and Route 723. Housing rescue dogs identified as needing rehabilitation in close proximity to homes also has the potential to threaten the safety of the neighboring residents and livestock. Moreover, a kennel of any sort is inconsistent with the agricultural nature of this neighborhood.

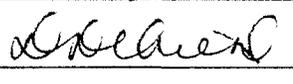
Name Lester F. McConville
Address 260 Rose Airy Lane
P.O. Box 314, Boyce, VA 22620
Signature [Handwritten Signature]
Date December 9, 2013

Name Catherine McConville
Address 260 Rose Airy Lane
P.O. Box 314, Boyce, VA 22620
Signature [Handwritten Signature]
Date 12/9/13

We strongly oppose the granting of a Special Use Permit to allow the establishment of a commercial kennel on Bellevue Lane. As property owners near the proposed operation, we believe it will cause undue noise and create a public nuisance, will adversely affect property values, and will increase traffic congestion and pose safety issues on Bellevue Lane and 723. Housing rescue dogs identified as needing rehabilitation in close proximity to our homes also has the potential to threaten the safety of the neighboring residents and livestock. Moreover, a kennel of any sort is inconsistent with the agricultural nature and zoning of our neighborhood.

Name Roderick DeArment
Signature 
Address 409 Bellevue Lane
Boyce, VA 22620
Tax Map ID# 20 27 / 21 A 79B

Name Annmarie DeArment
Signature Annmarie DeArment
Address 409 Bellevue Lane
Boyce, VA 22620
Tax Map ID# 2027 / 21A79B

Name Danielle Donohue
Signature 
Address 165 Bellevue Lane
Boyce, VA 22620
Tax Map ID# 21 A 79C

Name Eric M Keene
Signature EM Keene
Address 773 Old Winchester Rd
Boyer VA 22620
Tax Map ID# 21 A 78

Name R.W. Graves Jr
Signature R.W. Graves Jr.
Address 1025 Old Winch. Rd
Boyer, VA. 22620
Tax Map ID# 21 A 79A

Name Audrey L. Graves
Signature Audrey L. Graves
Address 1025 Old Winch. Rd
Boyer, VA. 22620
Tax Map ID# 21 A 79A

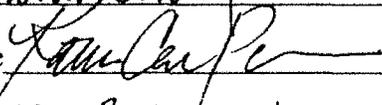
Name Alain Borel
Signature Alain Borel
Address 692 Old Winchester Rd.
Boyer, VA.
Tax Map ID# 21 A 86

Name Celeste D. BOREL
Signature Celeste D. Borel
Address 692 Old Winchester Rd.
Boyce, Va. 22663
Tax Map ID# 21 A 86

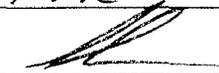
Name Teresa Baker
Signature Teresa Baker
Address 917 Old Winchester Rd
Boyce, VA 22620
Tax Map ID# 21 A 78B

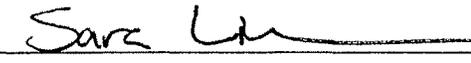
Name Scott Baker
Signature Scott Baker
Address 917 old winchester Rd
Boyce VA 22620
Tax Map ID# 21 A 78B

Name Rick Senyitko
Signature Rick Senyitko
Address 918 morning star Ln
Boyce VA 22620
Tax Map ID# 20 2 1 B

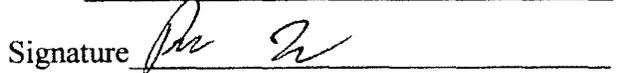
Name Kathi Colan Peck
Signature 
Address 196 Bellevue Lane
Boyce, VA 22620
Tax Map ID# 21 A 79

Name Gregory Peck
Signature 
Address 196 Bellevue Lane
Boyce, VA 22620
Tax Map ID# 21 A 79

Name Eric Lieser
Signature 
Address 589 Bellevue Ln
Boyce VA 22620
Tax Map ID# 20 2 8

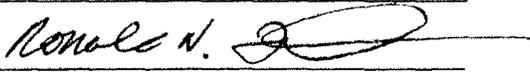
Name Sara Lieser
Signature 
Address 589 Bellevue Ln
Boyce VA 22620
Tax Map ID# 20 2 8

Name Diane Sanyitka
Signature 
Address 912 Morning Star Lane
Boyce, VA 22620
Tax Map ID# 20 2 13

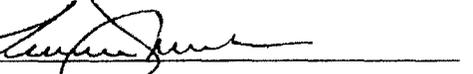
Name Peter Jones
Signature 
Address 735 Morning Star Lane
Boyce VA 22620
Tax Map ID# 20 2 1

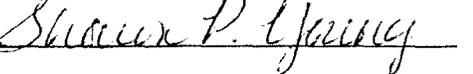
Name Susan R. Molden
Signature Susan R Molden
Address 1 Morning Star Lane
Boyce, VA 22620
Tax Map ID# 20 2 6

Name Timothy W. Harmon ↵
Signature TIMOTHY W HARMON
Address 1 MORNING STAR LANE
Boyce, VA 22620
Tax Map ID# 20 2 6

Name RONALD N. LIGHT
Signature 
Address 146 Morning Star Lane
Boyce, VA 22620
Tax Map ID# 20-2-5

Name Elizabeth A. Light
Signature 
Address 146 Morning Star Lane
Boyce, VA 22620
Tax Map ID# 20-2-5

Name TERENCE M. DONOVAN
Signature 
Address 165 Bellevue Lane
Boyce, VA 22620
Tax Map ID# 21 A 79C

Name Sharon P. Young
Signature 
Address 923 Old Winchester Rd
Boyce, VA 22620
Tax Map ID# 21 A 78A

Name Alan Young

Signature Alan Young

Address 923 Old Winchester Rd
Boyer, VA 22620

Tax Map ID# 20-A 78A

Name _____

Signature _____

Address _____

Tax Map ID# _____

Name _____

Signature _____

Address _____

Tax Map ID# _____

Name _____

Signature _____

Address _____

Tax Map ID# _____

November, 1 2013

We strongly oppose the granting of a Special Use Permit to allow the establishment of a commercial kennel on Bellevue Lane. As property owners near the proposed operation, we believe it will cause undue noise, will adversely affect property values, and will increase traffic congestion and pose safety issues on Bellevue Lane. Housing rescue dogs identified as needing rehabilitation in close proximity to our homes also has the potential to threaten the safety of the neighboring residents and livestock. Moreover, a kennel of any sort is inconsistent with the agricultural nature of our neighborhood.

Name George Matthew Hoff
~~George Matthew Hoff~~
 Signature George Matthew Hoff
 Address 278 GUNNS Rd
Boyce, Va 22620
 Tax Map ID# 20 A 18-F

Name Elizabeth H Sell
 Signature Elizabeth H Sell
 Address 1321 Old Winchester Rd
Boyce, Va 22620
 Tax Map ID# 21 A 80 + 20 A 18

Name Robert G Sell
 Signature Robert G Sell

November, 1 2013

Address 1321 Old Winchester Rd
Boyce VA 22620

Tax Map ID# 20-A-18 + 21 A 80

Name ROBERT E YANNIELLO

Signature REYanniello

Address 1308 OLD WINCHESTER RD
BOYCE VA 22620

Tax Map ID# 21-A-83A ON RT 723

Name CAROL YANNIELLO

Signature Carol Yanniello

Address 1308 Old Winchester Rd
Boyce, VA. 22620

Tax Map ID# 21-A-83A on Rt 723

Name Susan Harrison

Signature Susan Harrison

Address 1437 Old Winchester Rd
Boyce, VA 22620

Tax Map ID# 20 A 18

November, 1 2013

Name Michael Harrison

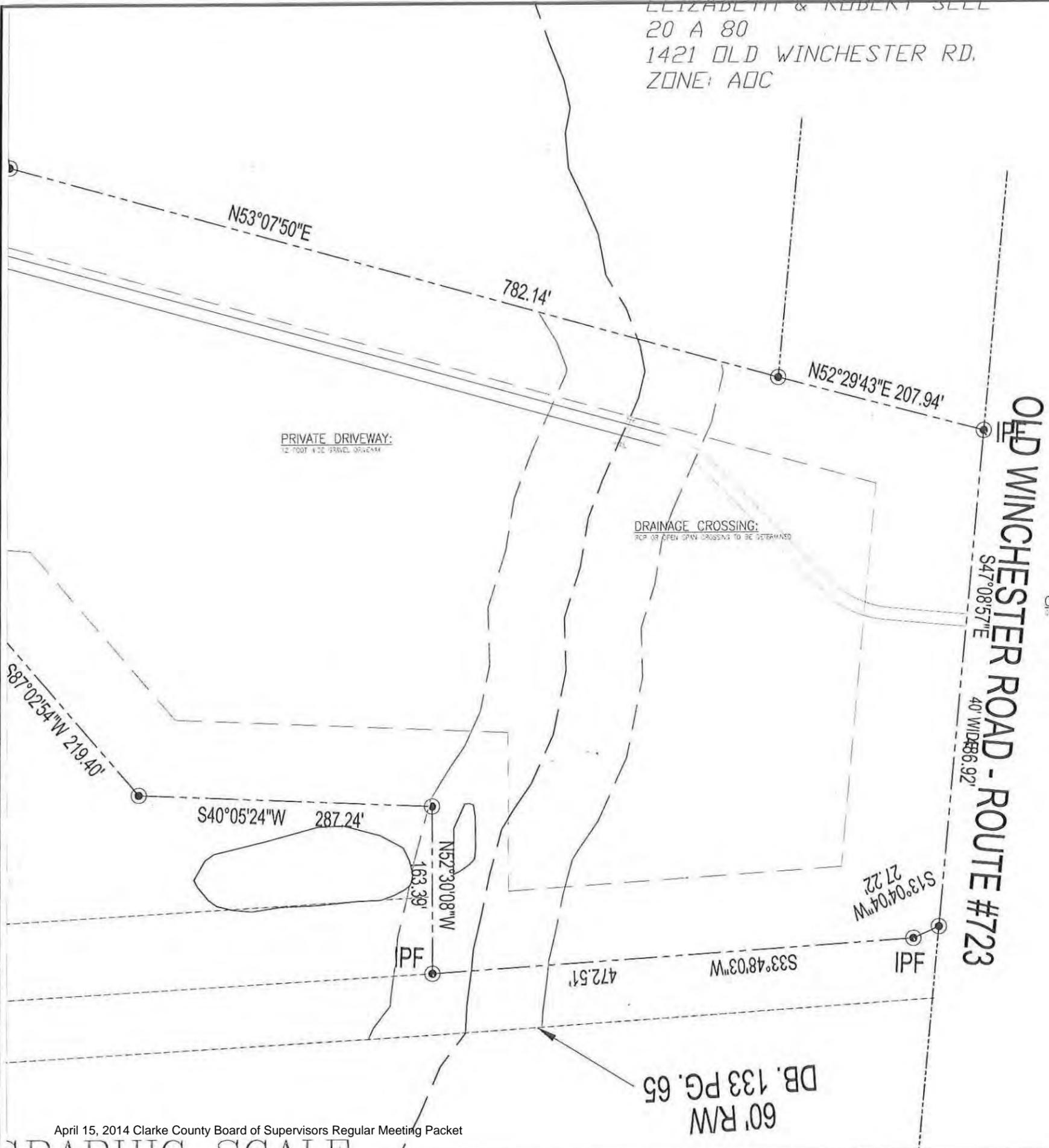
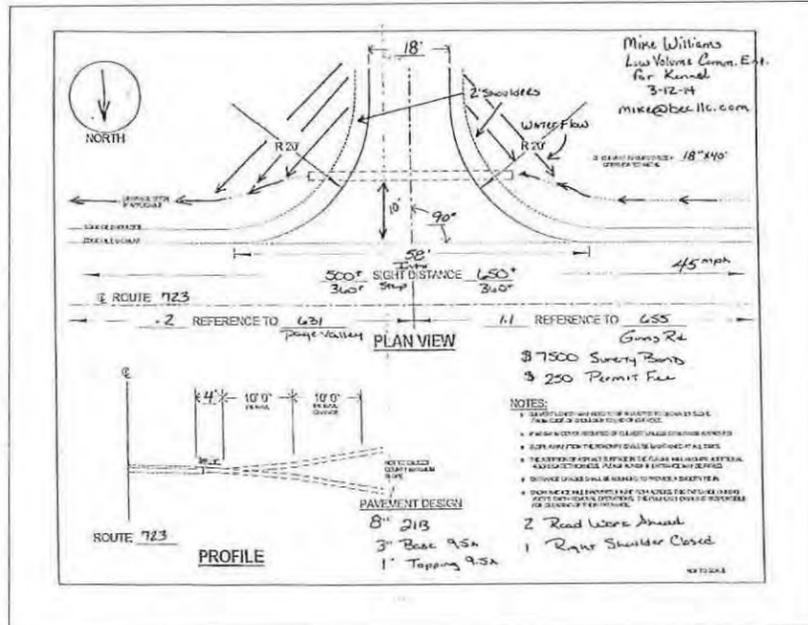
Signature 

Address 1437 Old Winchester Rd

Boyce, VA 22620

Tax Map ID# 20 A 18

ELIZABETH & ROBERT SELL
 20 A 80
 1421 OLD WINCHESTER RD.
 ZONE: AOC



15-25% SLOPES

Jordan Land Design LLC
 18257 Channel Ridge Court, Leesburg, Virginia 20176
 (978) 233-3830 FAX (703) 944-7777

03/14/14
 N/A

COMMONWEALTH OF VIRGINIA
 DAVID M. CRAN
 NO. 23297
 03/14/14
 PROFESSIONAL ENGINEER

ALTERNATIVE ENTRANCE PLAN
 HAPPY TAILS
 CLARKE COUNTY, VIRGINIA

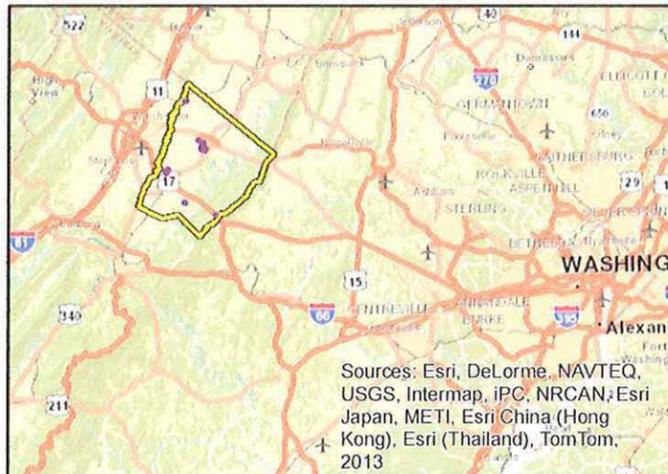
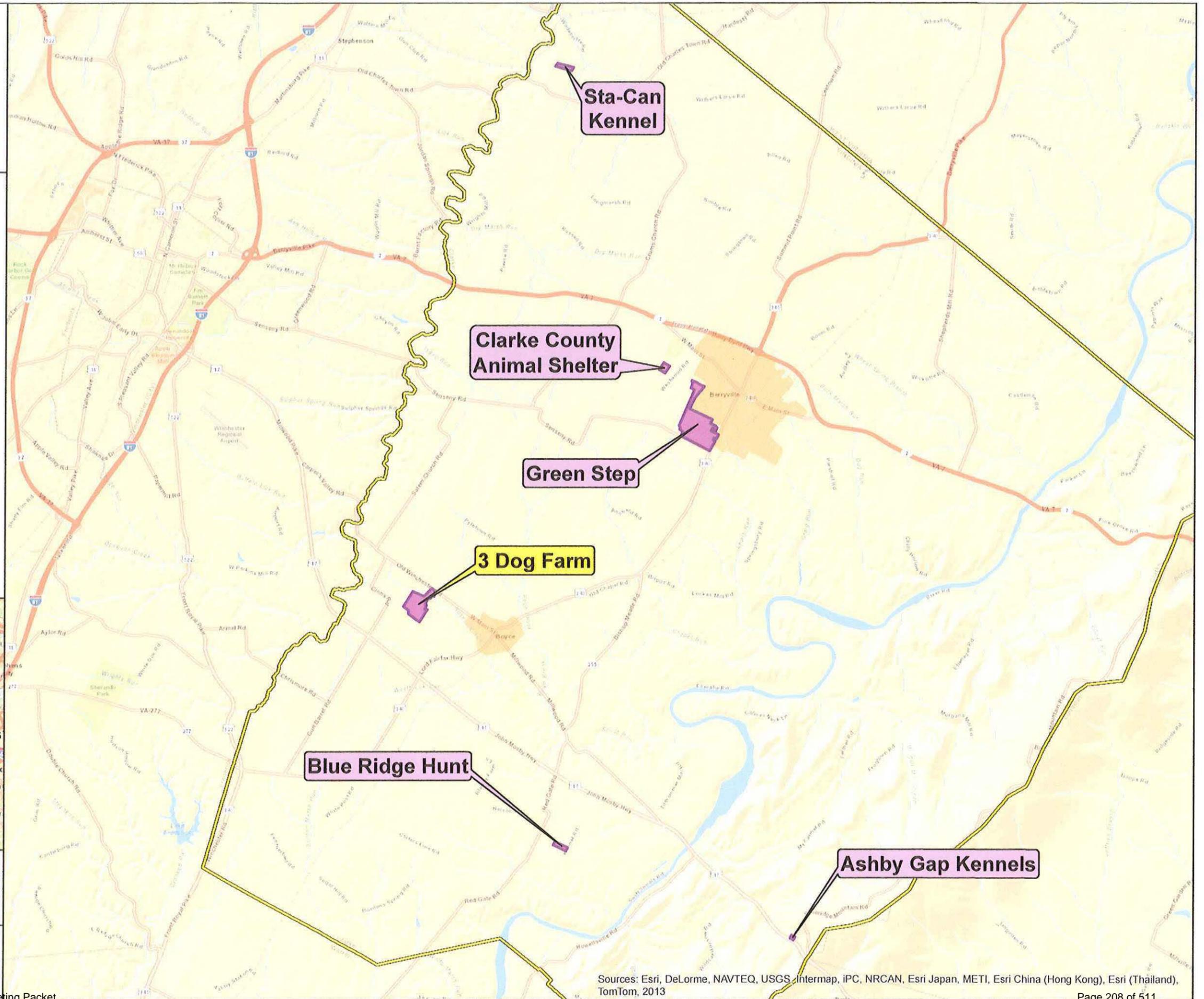
BOYCE

3000 FARM/BELLEVUE, VA

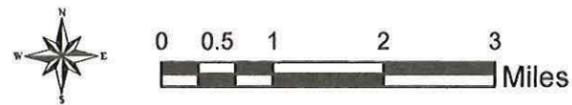
Clarke County Kennel Location Overview

Legend

- Properties of Interest
- Clarke County Boundary



Sources: Esri, DeLorme, NAVTEQ, USGS, Intermap, iPC, NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), TomTom, 2013



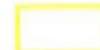
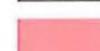
All GIS mapping data obtained from the Clarke County Department of Technology - GIS. March 2014.

Analysis based on kennel parcel extents.
April 15, 2014 Clarke County Board of Supervisors Regular Meeting Packet

Sources: Esri, DeLorme, NAVTEQ, USGS, Intermap, iPC, NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), TomTom, 2013

Blue Ridge Hunt Affected Parcels

Legend

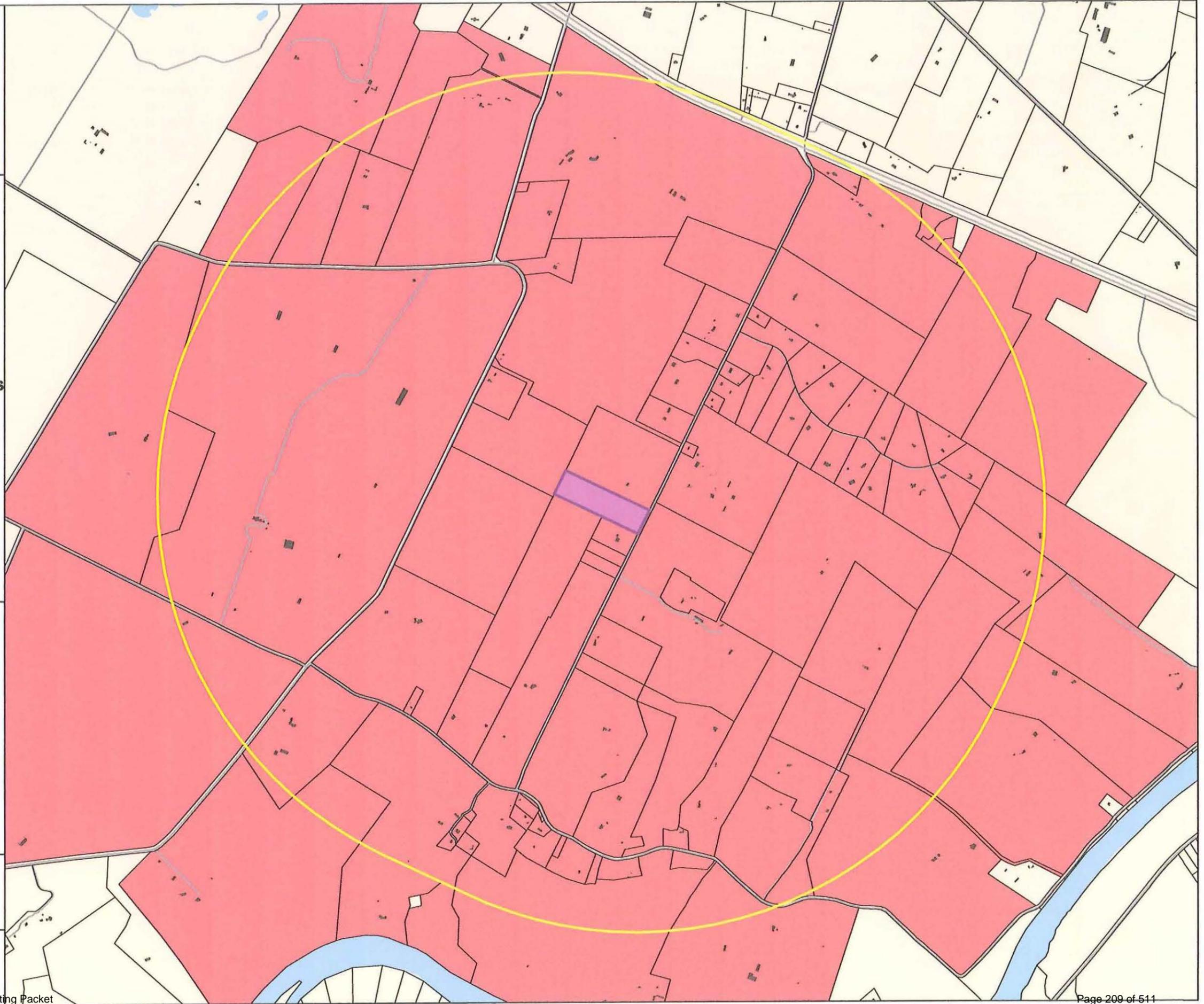
-  1 Mile Buffer
-  Blue Ridge Hunt Parcel
-  Parcels
-  Buildings
-  Blue Ridge Hunt Affected Parcels
-  Clarke County Boundary

Potentially affected parcels = 109
Potentially affected buildings = 195



All GIS mapping data obtained from the Clarke County Department of Technology - GIS. March 2014.

Analysis based on kennel parcel extents.
April 15, 2014 Clarke County Board of Supervisors Regular Meeting Packet

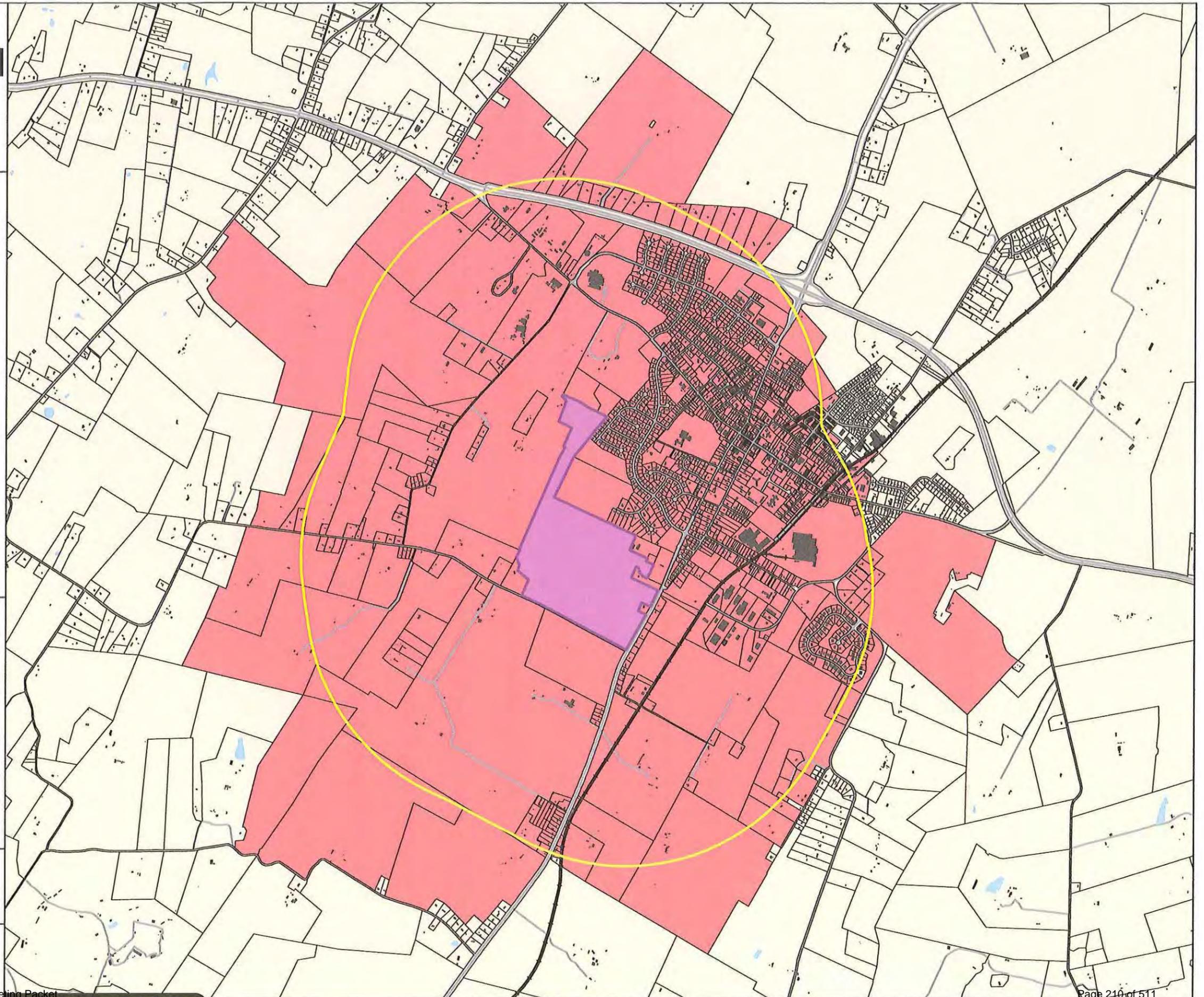
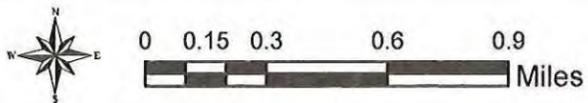


Green Step Kennel Affected Parcels

Legend

-  Green Step Kennel Parcel
-  Green Step Affected Parcels
-  1 Mile Buffer
-  Parcels
-  Buildings
-  Clarke County Boundary

Potentially affected parcels = 1761
Potentially affected buildings = 12017



All GIS mapping data obtained from the Clarke County
Department of Technology - GIS. March 2014.

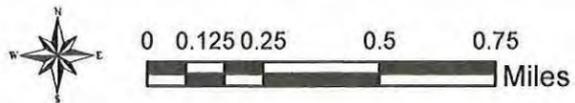
Analysis based on kennel parcel extents.
April 15, 2014 Clarke County Board of Supervisors Regular Meeting Packet

Clarke County Animal Shelter Affected Parcels

Legend

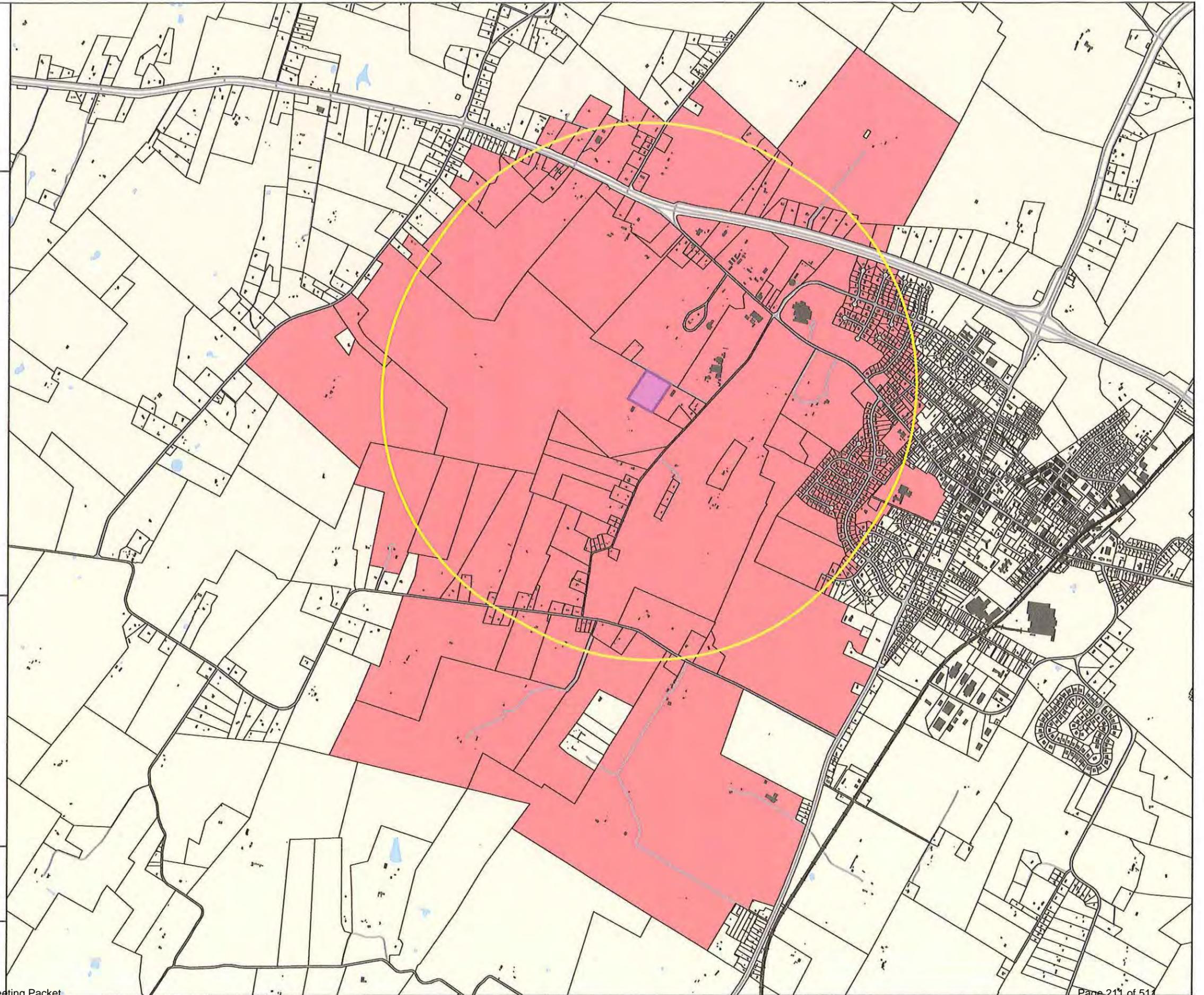
-  Clarke County Animal Shelter Parcel
-  Clarke County Animal Shelter Affected Parcels
-  1 Mile Buffer
-  Parcels
-  Buildings
-  Clarke County Boundary

Potentially affected parcels = 482
Potentially affected buildings = 648



All GIS mapping data obtained from the Clarke County Department of Technology - GIS. March 2014.

Analysis based on kennel parcel extents.
April 15, 2014 Clarke County Board of Supervisors Regular Meeting Packet

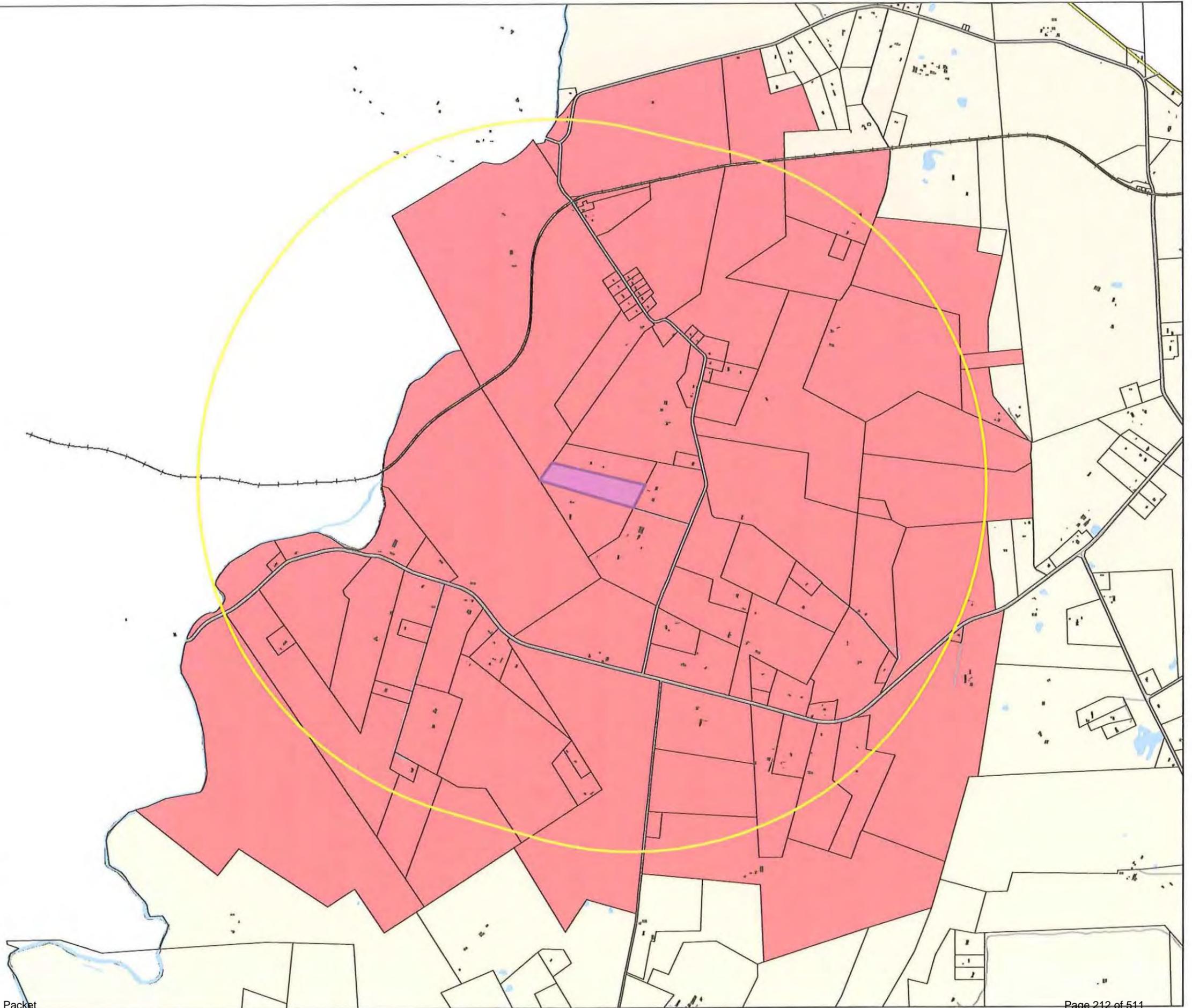
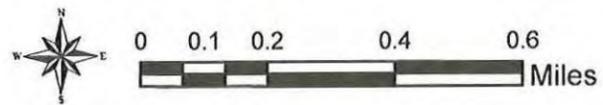


Sta-Can Kennel Affected Parcels

Legend

-  Sta-Can Kennel Parcel
-  Sta-Can Affected Parcels
-  1 Mile Buffer
-  Parcels
-  Buildings
-  Clarke County Boundary

Potentially affected parcels = 107
Potentially affected buildings = 155



All GIS mapping data obtained from the Clarke County Department of Technology - GIS. March 2014.

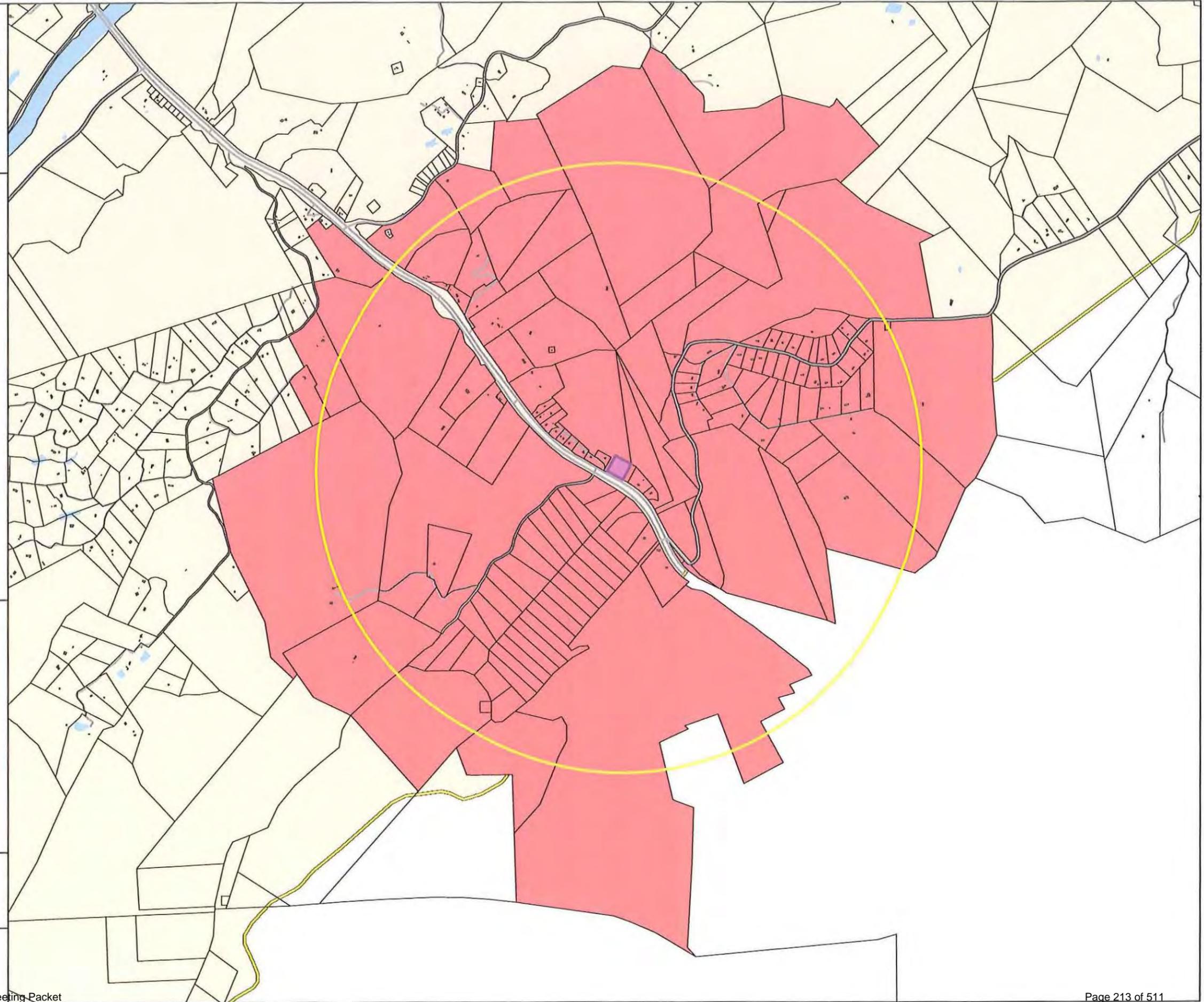
Analysis based on kennel parcel extents.
April 15, 2014 Clarke County Board of Supervisors Regular Meeting Packet

Ashby Gap Kennel Affected Parcels

Legend

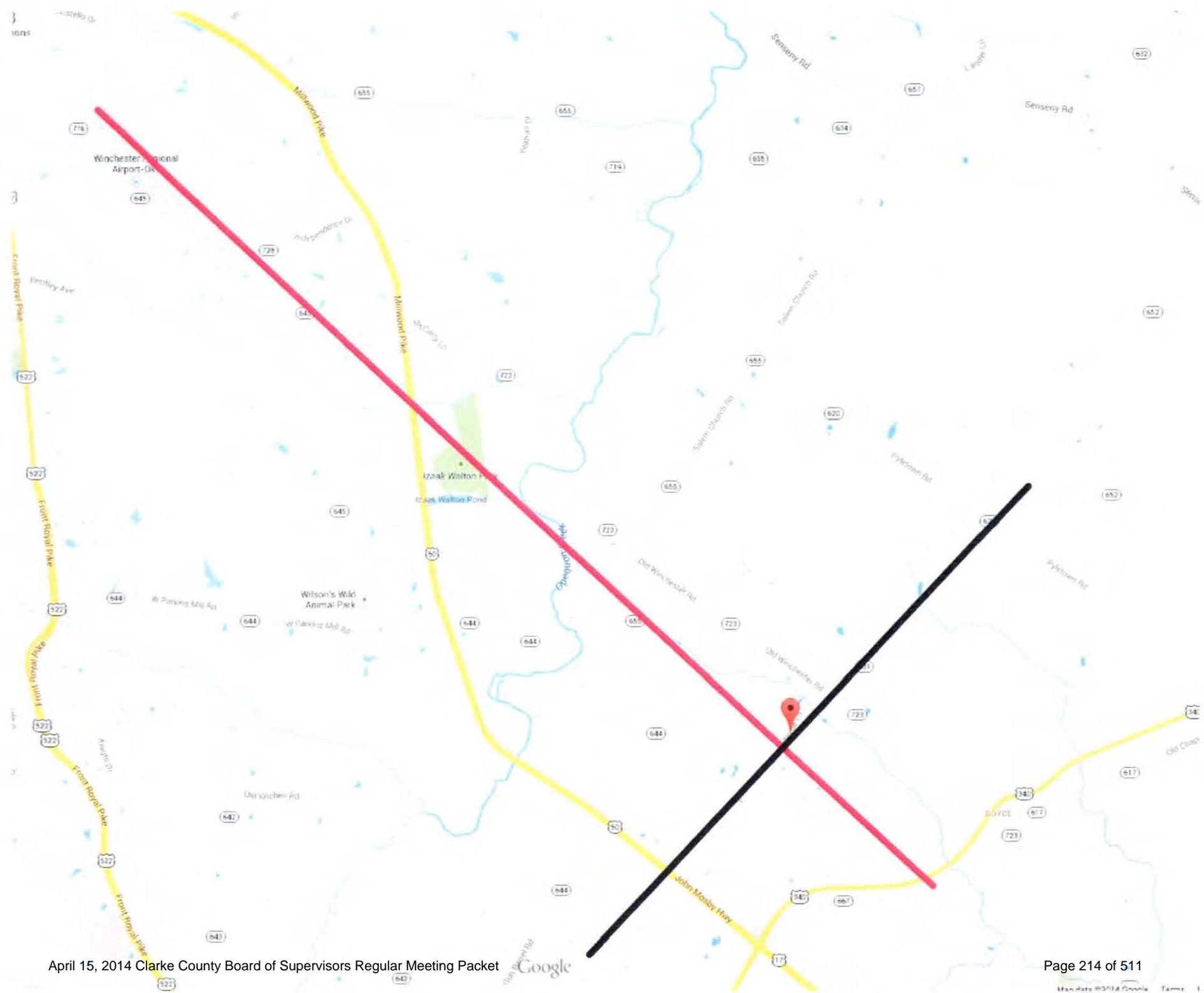
-  Ashby Gap Kennel Parcel
-  Ashby Gap Affected Parcels
-  1 Mile Buffer
-  Parcels
-  Buildings
-  Clarke County Boundary

Potentially affected parcels = 156
Potentially affected buildings = 94



All GIS mapping data obtained from the Clarke County Department of Technology - GIS. March 2014.

Analysis based on kennel parcel extents.
April 15, 2014 Clarke County Board of Supervisors Regular Meeting Packet

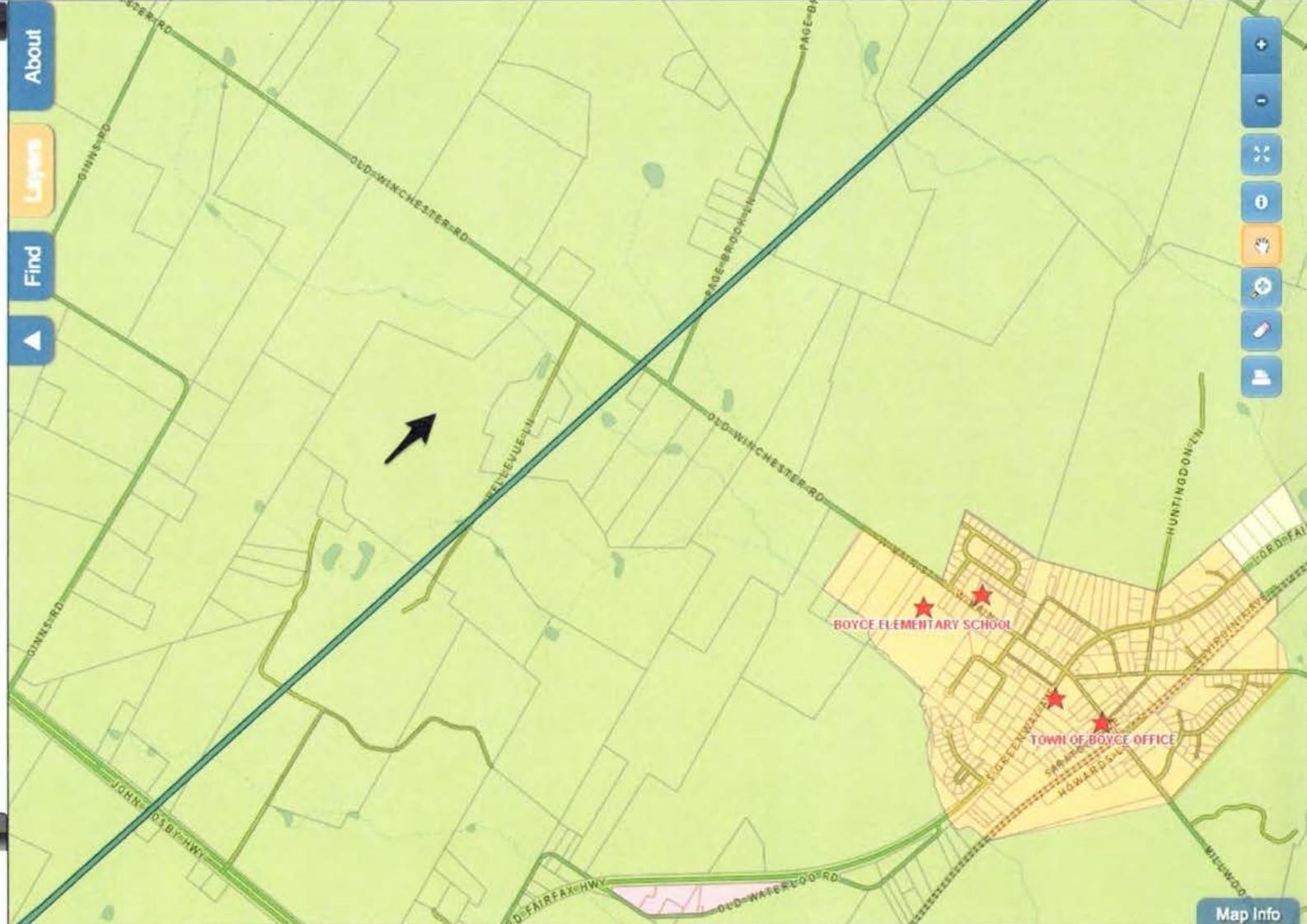


Layers

- Karst Soils
- Berryville Zoning**
 - Detached Res-1 (DR-1)
 - Detached Res-2 (DR-2)
 - Detached Res-4 (DR-4)
 - Residential-1 (R-1)
 - Residential-2 (R-2)
 - Residential-3 (R-3)
 - Attached Res (AR)
 - Older Persons Res (OPR)
 - Open Space Res (OSR)
 - Business (B)
 - Business Park (BP)
 - Bus Commercial (BC)
 - Light Commercial (C-1)
 - Downtown Commercial (C)
 - Light Industrial (L-1)
 - Institutional (ITL)
- Boyce Zoning**
 - Residential-1 (R-1)
 - Business (B)
- County Zoning**
 - Rural Residential (RR)
 - Commercial Nhbhd (CN)
 - Commercial Hwy (CH)
 - Ag/OS/Conserv (AOC)
 - Forest/OS/Conserv (FOC)
- Towns**
 -

Base Maps

- Aerial Imagery
- County Base Map



March 7, 2014

Dear Ms. Peake

I received your letter dated February 18, 2014. In it you state that the proposed kennel would reduce property assessments on 50+/- parcels by 15% to 25%.

I have a few questions and ask that you clarify your letter.

1. Do you or any of your family own property near the proposed kennel site?
2. Did you discuss the proposed kennel with the County's outside assessor before making your statement?
3. If the answer to #2 is yes:
 - a. Did the outside assessor actively participate in setting the 15% to 25% range mentioned in your letter?
 - b. Am I correct in assuming that you expect that both his and your recommendation will be to reduce the assessed values of 50+/- properties near the proposed kennel by 15% to 25% in the next reassessment if the proposed kennel is approved as currently requested?
4. Do you and the outside assessor use the same 15% to 25% range when assessing parcels near all the kennels in the County or is this range of loss specific to the attributes and location of the proposed kennel?
5. If the figures are site specific, is it possible that range of loss could be zero to close to zero for parcels neighboring some sort of kennel? That is, can you envision that there is an AOC/FOC location in the County where a kennel of some design and limited intensity of use would have limited if any impact on neighboring property values?
6. If the answer to #5 is yes, what kennel characteristics (size of operation, location, amount of natural buffers, distance from neighbors, type of use, amount of outside activity, noise, hours of operation, building design, impact on private roads maintained by others, etc.) would raise or lower the amount of loss you would attach to neighboring properties?

I would appreciate having your answers to the above by noon on March 18, 2014.

Sincerely,

John R. Staelin
Supervisor



DONNAMATHEWS PEAKE
COMMISSIONER OF THE REVENUE
CLARKE COUNTY
P.O. BOX 67
BERRYVILLE, VIRGINIA 22611

(540) 955-5108
(540) 955-5179 (Fax)
dpeake@clarkecounty.gov



March 18, 2014

Dear Supervisor Staelin

This is in response to your letter dated March 7, 2014.

1. My family or I do not own property near the proposed kennel site.
2. Yes

3A Yes, however he specified that he would need to visit the specific properties in question to be able to narrow the indicated range.

3B Assessed values will be established by not only sales comparison but by property owner's complaints both to the Reassessment Agency and The Board of Equalization.

4. Assessments of kennels, just as is done for all property assessments are dependent upon exact location, intensity of use and potential negative impacts in relation to surrounding properties.

5. County assessments are based upon specific land and improvements of each property, as well as its location. Envisioning a theoretical location with a kennel of unspecified design and intensity of use is not a function of our office.

6. Please see response to #5 above.

If you should need more clarification please feel free to contact me.

Sincerely,

Donna Mathews Peake

Commissioner of the Revenue

NAME OF RESIDENT/OWNER	ADDRESS (all Boyce, VA)	Tax Map No.	ASSESSMENT		
			Land	Improvements	TOTAL
Mr. Christopher Birch	1336 Old Winchester Road	21 A 81	100,000	63,800	\$163,800
Mr. and Mrs. Robert Yaniello	1308 Old Winchester Road	21A 83A	185,000	159,000	\$344,000
Mr. and Mrs. Ryan Royston	1344 Old Winchester Road	21A 83C	275,000	180,600	\$455,600
Dr. and Mrs. Bruce Welch	1430 Old Winchester Road	21 A 82	152,600	160,800	\$313,400
Mr. And Mrs. James Hill	1776 Old Winchester Road	20 A 6	173,600	249,900	\$423,500
Robina Rich Bouffault	1823 Old Winchester Road	20 A 17	160,000	422,700	\$582,700
Dr. and Mrs. Jerry Henke	1969 Old Winchester Road	20 A 16A	500,400	252,100	\$752,500
Mr. Eric Blankenship	2092 Old Winchester Road	20 A 7	150,200	520,100	\$670,300
Pat Eldon Dent Jr.	2204 Old Winchester Road	20 A 8A	138,600	60,000	\$198,600

	ADDRESS		ASSESSMENT		
NAME OF RESIDENT/OWNER	(all Boyce, VA)	Tax Map No.	Land	Improvements	TOTAL
Dunning Family Ltd.	2312 Old Winchester Road	20 A 8	247,100	519,200	\$766,300
Mr. and Mrs. Michael Harrison	1437 Old Winchester Road	20 A 18	135,800	128,600	\$264,400
Mr. and Mrs. Robert Sell	1321 Old Winchester Road	20 A 18 and 21 A 80	655,800	101,500	\$757,300
Mr. and Mrs. R.W. Graves	1025 Old Winchester Road	21 A 79A	151,200	156,800	\$308,000
Mr. and Mrs. Alan Young	923 Old Winchester Road	21 A 78A	274,900	266,400	\$541,300
Mr. and Mrs. Scott Baker	917 Old Winchester Road	21 A 78B	240,200	149,600	\$389,800
Dr. Dorothy Eisenberg	902 Old Winchester Road	21 A 86A	485,000	418,400	\$903,400
Mr. Eric Keene (tenant)	773 Old Winchester Road	21 A 78	218,500	117,500	\$336,000
Mr. and Mrs. Alain Borel	692 Old Winchester Road	21 A 86	371,200	870,400	\$1,241,600

NAME OF RESIDENT/OWNER	ADDRESS (all Boyce, VA)	Tax Map No.	ASSESSMENT		
			Land	Improvements	TOTAL
Mr. and Mrs. Terence Donohue (in construction)	165 Bellevue Lane	21 A 79C	140,000	300,000	\$440,000
Mr. and Mrs. Gregory Peck	196 Bellevue Lane	21 A 79	271,300	194,500	\$465,800
Mr. and Mrs. Roderick DeArment	409 Bellevue Lane	20 2 7 and 21 A 79B	490,700	500,700	\$991,400
Mr. and Mrs. Eric Lieser	589 Bellevue Lane	20 2 8	142,600	128,300	\$270,900
Mr. and Mrs. Michael K. Feldman	240 Good Success Lane	20 2 14	142,700	511,500	\$654,200
Mr. and Mrs. Timothy Harmon	1 Morning Star Lane	20 2 6	140,900	300,000	\$440,900
Mr. and Mrs. Ronald Light	146 Morning Star Lane	20 2 5	144,100	664,900	\$809,000
Mr. Philip Jones	735 Morning Star Lane	20 2 1 and 11	231,100	386,100	\$617,200
Mr. and Mrs. Rick Senyitko	918 Morning Star Lane	20 2 13	175,000	389,600	\$564,600
Ms. Kathryn Hicks	45 Ginns Road	20 A 23	142,500	181,400	\$323,900
Mr. Jerome Russell	195 Ginns Road	20 A 21A	170,500	175,500	\$346,000

NAME OF RESIDENT/OWNER	ADDRESS (all Boyce, VA)	Tax Map No.	ASSESSMENT		
			Land	Improvements	TOTAL
Mr. Jerome Russen	199 Ginns Road	20 A 21A	470,000	473,000	\$940,200
Mr. George Matthew Hoff	278 Ginns Road	20 A 18E and F	701,100	154,800	\$855,900
Mr. and Mrs. Wayne B. Ferrell	372 Ginns Road	20 A 18D	185,200	186,000	\$371,200
Mr. and Mrs. David Ames	475 Ginns Road	20 A 21C	314,100	397,200	\$711,300
Ms. Brenda G. Hoff	544 Ginns Road	20 A 18A	180,800	137,100	\$317,900
Mr. and Mrs. Charles Plunkett	674 Ginns Road	20 A 19	175,000	152,100	\$327,100
Mr. and Mrs. Noel Hicks	993 Ginns Road	20 A 21H	155,000	427,100	\$582,100
Mr. and Mrs. Todd D. Ellis	1077 Ginns Road	20 A 21	777,700	2,439,600	\$3,217,300
Mr. and Mrs. A.R. Dunning, Jr.	1253 Ginns Road	20 A 16	209,000	525,600	\$734,600
Mrs. Betsy Harding (tenant)	1260 Ginns Road	20 A 16B	452,000	138,600	\$590,600
Ginns LLC	1415 Ginns Road	20 A 15	153,900	165,300	\$319,200

NAME OF RESIDENT/OWNER	ADDRESS (all Boyce, VA)	Tax Map No.	ASSESSMENT		
			Land	Improvements	TOTAL
Mr. and Mrs. A.R. Dunning, Jr. (leased)	1420 Ginns Road	20 A 16C	150,600	241,000	\$391,600
Mr. and Mrs. James Royston	289 Page Brook Lane	21 A 84	162,600	227,200	\$389,800
Mr. Leonard Woelfel	379 Page Brook Lane	21 5 2A	140,600	226,200	\$366,800
Ms. Mary Ellen Nicholas	401 Page Brook Lane	21 5 3	140,000	239,300	\$379,300
Ms. Barbara L. Longerbeam	430 Page Brook Lane	21 2 A	138,800	154,300	\$293,100
Mr. Gary H. Longerbeam	478 Page Brook Lane	21 2 B	138,900	139,900	\$278,800
Mr. and Mrs. Mark G. Butler	481 Page Brook Lane	21 5 5	142,700	233,000	\$375,700
Mr. James H. Royston III	499 Page Brook Lane	21 A 83D	155,000	187,100	\$342,100
Elizabeth R. Mulry, Trustee	1040 Page Brook Lane	21 A 2	451,000	515,200	\$966,200
Mr. and Mrs. Ned Poffenberger	1040 Page Brook Lane	21 A 2A	174,100	94,000	\$268,100

NAME OF RESIDENT/OWNER	ADDRESS (all Boyce, VA)	Tax Map No.	ASSESSMENT		
			Land	Improvements	TOTAL
Mr. and Mrs. John W. Fries	9006 John Mosby Hwy	20 A 39A	175,000	152,600	\$327,600
Mr. Preston Grubbs	9116 John Mosby Hwy	20 A 40	151,200	75,300	\$226,500
Mr. William D. Grubbs	9124 John Mosby Hwy	20 A 41	222,100	94,000	\$316,100
Ms. Erma T. Russell	9258 John Mosby Hwy	20 A 42	100,000	141,600	\$241,600
Mr. & Mrs. A. L. Ritenour, Sr. (family	9280 John Mosby Hwy	20 A 43	110,000	78,900	\$188,900
Mr. & Mrs. A. L. Ritenour, Sr. Compound?)	9292 John Mosby Hwy	20 A 43			
Mr. & Mrs. A. L. Ritenour, Sr.	9296 John Mosby Hwy	20 A 43			
TOTAL ASSESSMENTS			\$12,963,000	\$16,353,000	\$29,316,000

	ADDRESS		ASSESSMENT		
NAME OF RESIDENT/OWNER	(all Boyce, VA)	Tax Map No.	Land	Improvements	TOTAL

Loss in value experienced by landowner 25% of Value \$3,240,750.00 \$4,088,250.00 \$7,329,000.00

Loss in value experienced by landowner 15% of Value \$1,944,450.00 \$2,452,950.00 \$4,397,400.00

Tax loss to County at 63¢ per hundred

25% of Value \$25,755.98

15% of Value \$15,453.59

Adjoining Property Owners Only

Loss in value experienced by landowner 25% of Value 735,850 571,025 1,306,875

Loss in value experienced by landowner 15% of Value 441,510 342,615 784,125

March 10, 2014

Clarke County Board Of Supervisors
FY2015 Budget Work Session
Main Meeting Room

10:00 a.m.

At a budget work session of the Board of Supervisors of Clarke County, Virginia, held in the Berryville Clarke County Government Center, 101 Chalmers Court, 2nd Floor, Berryville, Virginia on Monday, March 10, 2014.

Board Members Present

Barbara Byrd; J. Michael Hobert; Bev McKay; John Staelin

Board Members Absent

David Weiss

Staff Present

David Ash; Don Jackson; Tom Judge; Sheriff Roper; Brandon Stidham; Alison Teetor

Others Present

Robina Rich Bouffault; Bryan Conrad; Matt Hoff; Neal White; Val Van Meter; and other citizens

Call to Order

Chairman Hobert called the session to order at 10:05 a.m.

Adoption of Agenda

Supervisor Staelin requested the addition of an Economic Development Study Update.

Chairman Hobert requested the expansion of discussion under Item D to include update on the Finance Committee budgetary work.

Chairman Hobert also requested the addition of discussion of State-level budget delays.

A. SUP-13-02/SP-13-08, Gina Schaecher (Happy Tails Development LLC) Site Visit Discussion

David Ash advised that the exchanges of correspondence between the applicant and the affected homeowners were in the packet. He noted that most surrounding property owners had offered to meet with members of the Board of Supervisors on their properties.

Mr. Ash reminded the Board that at the February 18, 2014 public hearing, the Supervisors had discussed the possibility of meeting on the applicant site; however, a public meeting must be publicized and the public allowed on the subject property. He informed the Supervisors that on February 21, he had written to the applicant to make her aware of the public meeting requirements and to seek agreement. He said that the applicant had responded on February 24 listing a number of logistic issues after which it was determined that a public meeting would be impractical.

David Ash advised that in the applicant's letter of February 27 she set forth available dates of March 5, 6, or 7; however, in his March 4 response, he pointed out that Board did not meet until March 10. In Mrs. Schaecher's letter of March 5, she stated if the Board decided to visit individually, she would make herself available.

Supervisor McKay informed the Board that he had driven out to the area several times to the subject area. He further stated that he had looked at the subject property from the fence on the Sell property. He recommended all members at least drive out to the locality but warned recent weather had made the area very messy.

Supervisor Byrd informed the Board that she and her husband had driven out to the area over the weekend. She commented that she noticed during her visit the sign notifying of the public hearing for special use application was down in the mud. She concurred with Supervisor McKay that all members should visit the area; and due to the wet conditions, she recommended using a 4-wheel drive vehicle if possible.

Supervisor Staelin advised that he would like to visit the site on Monday, March 17.

Chairman Hobert asked Board members to arrange site visits, without a meeting, with Brandon Stidham and/or Lora Walburn.

Chairman Hobert suggested Board members might want to individually make arrangements with neighboring property owners for a visit to their property should the Board member find this to be helpful. added that with respect to the invitations from neighboring property owners would the Board want to make contact with any of those neighbors.

Supervisor Byrd suggested the houses she saw along the road were relevant but the road and actual location of the proposed building would probably be the more important area.

Supervisor McKay opined that viewing the area from the top of the hill would put a different perspective on the matter.

Chairman Hobert confirmed the decision to visit neighboring property would be left to the discretion of the individual board members

Supervisor McKay asked Supervisor Byrd if she had seen a ponding area.

Supervisor Byrd responded that the area was all marshy and corn was growing out in the fields. She continued that it was very marshy and at the bottom were rock breaks. She asked who owned the white house in the woods.

Roderick DeArment responded that it was the Senyitko's house.

Chairman Hobert called for a re-cap of the discussion.

David Ash suggested the Board members who wished to visit the property should call Lora Walburn or Brandon Stidham to coordinate around the dates with the applicant and schedule those to ensure not more than two Board members are on site at any given time.

Chairman Hobert concluded discussion by reminding members that should they wish to respond to the generous invitations of individual owners, they could do so.

B. Groundwater Monitoring Program

Alison Teetor introduced the speakers.

Wayne Webb, Friends of the Shenandoah River, on the study titled "Qualities of spring-waters of Clarke County where biosolid materials were applied as fertilizer to karst landscapes."

Mr. Webb told the Board that he was making the presentation as a resident of the County and a member of the Friends of the Shenandoah River but not as an elected Soil and Water Conservation Director. Highlights of Mr. Webb's presentation include:

- Research was supported by the Virginia Department of Environmental Quality and Chesapeake Bay Restoration Fund Advisory Committee.
- Alison Teetor, Natural Resources Planner, secured the grant funds to pay for the study.
- Initial question was whether biosolids affect water quality.
- Research included how nutrients get into karst streams. Preliminary findings:
 - Biosolids may effect groundwater quality.

- Nitrates are higher in areas where biosolids are applied, where there are more fields and where there is more karst.
- E coli are lower in these same situations
- Most of nitrogen in karst streams is from ground water.
- Mountain streams have low nitrogen concentrations and karst streams have high nitrogen concentrations.
- Springs provide 40 to 70% of karst stream flow.
- Monitored 10 streams where biosolids are applied; and due to the substantial use of biosolids in Clarke, five springs outside of Clarke were monitored.
- Montana Hall Spring consistently showed the highest level of nitrates with E coli consistently at or below standard.

At 10:20 am, Vice Chairman Weiss joined the Work Session.

- In response to Supervisor McKay, Mr. Webb advised this was a limited study and it would be worth looking at other sources of nitrates besides biosolids:
- Springs near biosolids: higher in nitrate; lower in bacteria; little difference in phosphorus.
- Of the springs and streams measured, springs have higher nitrate concentration than streams.
- Every stream measured is rising in nitrate concentration.
- Five other streams are measured: Cedar Creek in two places, Crooked Run, Manassas Run and Happy Creek. None of these streams are high in nitrates and in fact the concentration is going down.
- Where Cedar Creek crosses the karst area of Frederick County, the nitrate concentration rises; but, it is still going down.
- Hope to get grants, and the continued support of the Board, to monitor springs to find out where nitrate is coming out of the ground and try to map it.
- The Supervisors can help by encouraging things that will reduce nitrogen concentration such as use of public sewer, reduce use of fertilizers, removing cattle from streams, etc.
- Short-interval monitoring of biosolids application was not conducted.
- Considerable amount of legacy nitrates in the soil from years of farming and application of fertilizers.
- Next step is to look at the seasonality of application.
- Supervisor McKay asked if there could be an overlay of septic systems.

Supervisor Staelin remarked that he believed such studies were important to protect the Chesapeake Bay, streams and drinking water. He stated that each study focuses the investigation better; and this study, while not conclusive, does provide direction.

Alison Teetor thanked Mr. Wayne for his long hours of sampling and report compilation.

Mark Bennett, Director, USGS, Virginia Water Science Center, discussing the real-time monitoring network status and utility.

- Appearing for Dave Nelms, who was conducting sampling activities at AP Hill.
- Clarke has made a significant investment in water monitoring activities.
- USGS has a better understanding now than it had 10 to 15 years ago.
- Why continue:
 - Current conditions assessment / potential for drought forecasting
 - Assess change in the system either because of climate change or growth
 - Relationship of water quality conditions to stream flow levels
 - Improved understanding of the hydrologic system as it relates to the above
- Clarke is very susceptible to drought.
- Recharge is critical in winter and snow is the best way to recharge groundwater
- Recharge is important for groundwater quality.
- If biosolids are applied during spring or summer, they do not go into ground; but if they are applied outside those seasons, they will be absorbed into ground water. The Supervisors may want to consider restricting application.
- Drought prediction:
 - Used studies in Clarke, Warren and Frederick; now looking at state; considering nationally for drought prediction.
 - Taking stream flows during winter months and correlate to summer months can predict stream flow probability for summer.
 - Applications to consider
 - Managing water withdrawals ahead of crisis points
 - Education, awareness, and encouragement of voluntary changes in water use. Anticipate critical low flow
 - Better management of in-stream and ecological flows.
- Faults and fractures in rock define steams.

- Groundwater transit times are critical components to water quality. Most transit times are less than 2 years or 2 to 4 years; can be more than 20 years depending upon rock and elevation

Chairman Hobert asked if controlling by timing the application of biosolids would make any difference.

Mr. Bennett responded that if applied during the growing season the majority would be absorbed by the crop, which should reduce the amount of contaminates.

Chairman Hobert expressed the Boards' appreciation for the work performed and for the sharing of information. He suggested the Supervisors did not receive enough of this kind of information and urged Mr. Bennett to seek ways to disseminate the information more broadly to the community.

Chairman Hobert asked Ms. Teetor to share with the Board her compiled biosolids data.

C. CLG Grant Applications:

Alison Teetor requested Board approval of letters of support for grant applications.

Letter of Support 2014 CLG Grant Proposal "Rescue Phase 2: Roofing/Window Work to Land Office and Smokehouse at Greenway Court"

March 10, 2014

Pamela. A. Schenian
Virginia Department of Historic Resources
Tidewater Regional Preservation Office
14415 Old Courthouse Way, Second Floor
Newport News, VA 23608

Re: Letter of Support 2014 CLG Grant Proposal "Rescue Phase 2: Roofing/Window Work to Land Office and Smokehouse at Greenway Court"

Dear Ms. Schenian,

On behalf of the Clarke County Board of Supervisors, I strongly support the proposed CLG grant application to fund the Roofing/Window Work to Land Office and Smokehouse at Greenway Court.

For the past seven years, Clarke County has worked tirelessly to ensure that the outbuildings at Greenway Court are stabilized. The Board of Supervisors and the Easement Authority have both donated funds for this effort as well as applied for numerous national and state grants. In addition, the community has stepped forward and given more than \$70,000 in donations to this endeavor. We all know that this is a hugely significant historic site. We have worked in

partnership with the Virginia Department of Historic Resources to complete much of the work. We are so close to realizing the goal of stabilization and if the roofs on these two buildings and the window repair are not completed soon, the buildings are still under threat of structural decay.

Subject to the formal approval of the FY15 budget the Board of Supervisors will agree to provide in kind staff time and \$2,850 cash, to complete this project. In addition, an organization formed to support the stabilization effort, Friends of Greenway Court, have agreed to contribute \$12,000. We are hopeful that this grant application will be fully funded in order to ensure the preservation of these buildings.

Sincerely,
J. Michael Hobert, Chair
Clarke County Board of Supervisors

Letter of Support 2014 CLG Grant Proposal Josephine City Nomination

March 10, 2014

Pamela. A. Schenian
Virginia Department of Historic Resources
Tidewater Regional Preservation Office
14415 Old Courthouse Way, Second Floor
Newport News, VA 23608

Re: Letter of Support 2014 CLG Grant Proposal Josephine City Nomination

Dear Ms. Schenian,

On behalf of the Clarke County Board of Supervisors, I strongly support the proposed CLG grant application to fund the Josephine City Historic District National Register Nomination.

This grant application addresses the completion of a National Register Nomination Form for the Josephine City Historic District, an African-American community located in the Town of Berryville in Clarke County Virginia.

An architectural survey and Preliminary Information Form (PIF) for a proposed Josephine City Historic District was funded as part of a CLG (2012/2013) grant to Clarke County and the district was found to be potentially eligible for listing in the National Register. A 2013/2014 CLG application by the county was not awarded so we are again asking for this very important project to be funded.

Subject to the formal approval of the FY15 budget the Board of Supervisors will agree to provide \$1,150 cash in matching funds, as well as in kind staff time to complete this project. We are hopeful that this year's application will be funded in order to complete this nomination.

Sincerely,
J. Michael Hobert, Chair
Clarke County Board of Supervisors

Chairman Hobert added that the grants required a total of \$4,000 in matching funds.

Tom Judge will check to see if the funds are budgeted for FY2015 or FY2014.

Supervisor Staelin moved to allow the Chairman to sign both letters of support. The motion carried by the following vote:

Barbara J. Byrd	- Aye
J. Michael Hobert	- Aye
Beverly B. McKay	- Aye
John R. Staelin	- Aye
David S. Weiss	- Aye

D. FY2015 Budget Discussion: Fiscal Impact of Fire and Emergency Services [EMS] Work Group Recommendation Review and Discussion

David Ash introduced Don Jackson, Director Emergency Medical Services. He summarized the recommendations advising that staff recommended Hiring Option 1.

Vice Chairman Weiss provided a brief history and requested that the hire be timed with the creation of an advisory commission.

Supervisor McKay opined that it was critical to maintain the volunteer system for the County could not afford to run down the road to a fully career staff situation and he urged the Board and those present to explore ways to encourage the volunteer system.

Hire Director for Fire, EMS, and Emergency Operations

County Staff Recommendation: Staff recommends the following action steps:

- *Authorize the County Administrator to finalize the job description and advertisement for a temporary part-time Director (Option 1) and to devise a selection process with the goal of having a Director on staff by July 1, 2014. Ensure that the selection process involves the volunteer fire chiefs.*

Hiring Option 1 – Hire a Director on a temporary part-time basis for a two-year period. Under this option, the County would select a temporary Director to serve for a two-year period. This approach would enable the Director to focus on prioritized implementation projects with specific deliverables to be achieved during the two-year period (e.g., fee for service, strategic plan development, recruitment/retention program, grant writing, refining data collection). There would also be less pressure on a temporary Director to establish a Department, enabling

the candidate to concentrate on completing implementation projects. This option should also attract experienced candidates that are retired or retiring and are not interested (or not able due to retirement rules) in a full-time position. If this option is chosen, Staff recommends advertising the position on a part-time basis to encourage applications from retired candidates. Part-time employment would also save on the cost of benefits in the near term, deferring them for at least two years to allow cost recovery and grant funding to be implemented.

- *Direct Staff to draft ordinance language to establish a “Department of Fire, EMS, and Emergency Management,” containing the responsibilities of the Director position, for presentation to the Board at the April 15 meeting to set public hearing in May.*
- *Direct the County Administrator and Joint Administrative Services Director to establish an estimated budget for the Director position and Department for inclusion in the FY2014-2015 budget.*

Establish Fire & EMS Commission

David Ash reviewed the recommendations to establish a Fire & EMS Commission.

Workgroup Recommendation – 7 voting members including the three volunteer company chiefs, the Sheriff, BOS member, and two citizens at large.

County Staff Alternate Recommendation – 5 voting members plus 2 alternate members. Voting members would include two representatives from the Volunteer Association (one representing Fire interests and the other representing EMS interests), the Sheriff, BOS member, and one citizen at large. The two alternate members would be a third appointee from the Volunteer Association and one citizen at large.

County Staff Recommendation – Action Steps: Staff recommends the following action steps:

- *Reach consensus on the appropriate membership composition to use. Staff can support the Workgroup’s recommendation but also recommends the Board consider the benefits of the alternative membership approach.*
- *Reach consensus on the Commission’s responsibilities. Staff supports the list of responsibilities recommended by the Workgroup.*
- *Direct Staff to draft ordinance language to establish a “Fire and EMS Commission,” containing the Commission’s responsibilities and membership composition/terms, for presentation to the Board at the April 15 meeting to set public hearing in May.*

- *Direct the County Administrator and Joint Administrative Services Director to establish an administrative budget for the Commission for inclusion in the FY14-15 budget.*
- *Following adoption of the ordinance, make appointments to the Commission and schedule a kickoff meeting within 30 days (target June 2014).*

Bryan Conrad, past President Clarke County Fire and Rescue Association, added the following:

- Either would be a good approach.
- Having members of the community at large on the Commission would be good.
- It would not be too difficult to schedule a meeting for a seven-member Commission.
- The volunteer companies are unique and each has its own approach; therefore, it would be appropriate to have representation from all companies on the Commission.
- The Commission should integrate with the Fire and Rescue Association.

Sheriff Tony Roper, Clarke County:

- The Commission will be critically important.
- The Commission must be given a specific charge.
- The Commission should be empowered to act.

Chief Neal White, Town of Berryville:

- A Board of Supervisors liaison would be helpful.
- Consideration must be given to the dynamics of the interface between the three fire and rescue companies, as well as the Fire and Rescue Association.

Don Jackson, Director Emergency Medical Services and volunteer fire chief in Frederick County:

- Without proper representation on the Commission, the Fire and Rescue Association could be left behind.
- Career staff supplements the volunteer staff.
- Commission must have specific charge of duties.
- Frederick County has a Commission and a Fire and Rescue Association Commission.
- An official system provides a means to develop, communicate and achieve standards in operation.

Implement a Fee for Service Program

David Ash briefed the Board of staff recommendation.

County Staff Recommendation: Staff recommends the following action steps:

- *Authorize the County Administrator to develop and issue an RFP to hire a fee-for service consultant with an initial budget of \$10,000 for consultant services.*

Director Fire, EMS and Emergency Operations Job Description

David Ash stated that a draft job description was included in the packet; however, it more closely resembled a daily task list. He asked that the Board review and make suggestions on what they deemed the most important duties.

Following discussion, Chairman Hobert instructed staff to create a Gantt chart to aid the Board in conceptualizing the process. Further, he asked Board members to consider what actions or motions they would propose for these matters.

FY2015 Budget Finance Committee Update by Tom Judge

- Finance Committee Meeting on Thursday, March 13, 2014.
- At its Thursday, March 6, meeting, it brought the budget to within \$516,000 of balance with the following assumptions:
 - School operating funds reduced to an increase of \$810,000 rather than \$1.3MM requested.
 - School capital projects reduced to an increase of \$124,000 from \$615,000.
 - Fund Balance increased from \$815,000 up to \$1,365,000.
 - Approximately \$.02 increase on the tax rate.

E. Identify CCPS Discussion Issues

Chairman Hobert encouraged members that have not had an opportunity to view the former high school during the renovation process to contact Nan O'Brien to arrange a visit.

Following brief discussion, the Supervisors identified no specific issues for the Schools to present at its March 18 meeting.

F. Economic Development Study Update

Supervisor Staelin provided an update on the economic development study. He advised that the committee identified a potential area of improvement that involves the integration of the Town and County websites in hope to better facilitate economic development.

G. Commonwealth Budget Issues

Chairman Hobert informed the Supervisors that the General Assembly had adjourned with the unresolved budget issues involving Medicaid expansion; and depending on the length of time it would take to resolve, it could affect the local budget process.

Tom Judge concurred with Chairman Hobert, opining he did not believe that the issues were significant enough to delay advertisement and public hearing on the local budget.

Adjournment

There being no further business to be brought before the Board at 12:27 pm Chairman Hobert adjourned the Board of Supervisors FY2015 Budget Work Session.

Next Regular Meeting Date

The next regular meeting of the Board of Supervisors is set for Tuesday March 18, 2014 at 1:00 p.m. in the Berryville Clarke County Government Center, Main Meeting Room, 101 Chalmers Court, Berryville, Virginia.

ATTEST: March 10, 2014

J. Michael Hobert, Chair

David L. Ash, County Administrator

Minutes Recorded and Transcribed by:
Lora B. Walburn
Deputy Clerk, Board of Supervisors

March 18, 2014

Clarke County Board Of Supervisors
Regular Meeting
Main Meeting Room

1:00 p.m.

At a regular meeting of the Board of Supervisors of Clarke County, Virginia, held in the Berryville Clarke County Government Center, 101 Chalmers Court, 2nd Floor, Berryville, Virginia conducted on Tuesday, March 18, 2014.

Board Members Present

Barbara Byrd; J. Michael Hobert; Bev McKay; John Staelin; David Weiss

Board Members Absent

None

Staff Present

David Ash; Tom Judge; Sheriff Tony Roper; Brandon Stidham; Susanne Vaughan; Lora B. Walburn

Others Present

Rod De Arment; Robina Rich Bouffault; Bryan Conrad; Rob Goldsmith; Kenneth Liggins; Gina Schaecher; Mike Williams; Val Van Meter and other citizens.

1) Call to Order

Chairman Hobert called the afternoon session to order at 1:03 p.m.

2) Adoption of Agenda

By consensus, the Board adopted the agenda as presented.

David Weiss joined the meeting at 1:06 p.m.

3) Citizens Comment Period

Rod De Arment, 409 Bellevue Lane: I have been asked by my neighbors to briefly summarize why the kennel permit should be denied.

Here are four of the principal reasons why we oppose this permit:

First, this kennel would create undue noise from dogs barking from a high ridge. Acoustical expert Dr. James Sabatier concluded that the sound levels from the dogs would likely be in the 71-76 decibel range and that there would be numerous meritorious noise complaints from adjoining neighbors. This undue noise would violate two enforceable Code standards - the specific dog noise standard in Code Section 61-15 and the general noise catch-all limit of 70 decibels.

Second, permitting a commercial kennel in this inappropriate location would have a major adverse effect on property values. County Assessor Donna Peake predicted the proposed kennel could lower the value of nearby properties by 15-25 percent. Since there is more than \$29 million in assessed real estate value within one mile of the proposed kennel, the decrease in property values would mean a massive financial loss for county residents and a significant hit to the real estate tax base.

Third, this facility would dump a huge amount of additional traffic on Bellevue Lane endangering the safety of the four families who live and travel on this private gravel road. I think most of you have seen this one-lane road with its blind spots and that you can appreciate how adding a volume of commercial traffic, including heavy trucks, would pose a safety risk to the residents, especially the children who live there.

Fourth, the kennel would pose a significant environmental risk. The Sell's well is just 245 feet downhill from the proposed septic field, and Roseville Run is also just downhill. The kennel would sit on a major rock ridge that is part of the water recharge area. While the staff has determined the septic capacity is adequate for the residents and 5 full-time employees, actually the system is likely to be also used by other employees, customers, volunteers, visiting school children, etc. In fact, the proposal has no real limit on the system's use. Also, the concentration of dog waste in this sensitive area poses a hazard if there is a spill of collected waste, if it is not properly collected from the runs, or during periods of bad weather. You have just heard how nitrates from biosolids migrate into ground water. Dog waste is much more dangerous than cow or horse manure - it has a much higher nitrogen content and a single gram of dog waste contains 23 million fecal coliform bacteria.

Mr. Chairman I request that a petition from 227 Clarke County residents opposing the kennel be entered into the record. We also request inclusion of a typed list of the petitioners and a map of the properties surrounding the kennel showing the near unanimous opposition of area residents. [Note: Petition added to the March 18, 2014 Meeting Packet.]

Finally, I request that a new letter from Dr. Sabatier on the sound issue be included in the record. [Note: Letter added to the March 18, 2014 Meeting Packet.]

Kenneth Liggins, Berryville: Good Afternoon, Kenny Liggins from Berryville, when we recite the pledge of allegiance to the flag of the United States of America, do we believe in what it stands for; and if we do, do we believe in God; and if so, then, the decision to issue the special use permit for the 3 Dog Farm, Happy Tails Development, is the right and just thing to do for the Clarke County Board of Supervisors. The owners of the 3 Dog Farm, Happy Tails Development, have met all of the Clarke County requirements that have been asked of them by the Clarke County Board of Supervisors and the laws for a dog kennel falls under the request of the owners of the 3 Dog Farm. The laws are in place and the only right thing for the Clarke County Board of Supervisors to do, and that is, to comply with their own laws for this is just and the right thing to do. The Board of Supervisors should not break their own laws to satisfy a select few people. The Constitution of the United States is for we the people and not for a few select, but for all. The time to do right is now and let's not allow prejudice or people with money to persuade you. Your opportunity to do what you all know is right and that is to issue the special use permit. It will be fatal for the Board to overlook the urgency of the moment and to underestimate the determination of the 3 Dog Farm, Happy Tail Development owners for they have went to a great expense to comply with the Board's requests; and they, too, are entitled to the same guarantee that all men and women would have the same inalienable rights of life, liberty and the pursuit of happiness. So, again, we the people ask that the Clarke County Board of Supervisors do not default on this opportunity to do what is right in the sight of God and man, and issue the special use permit. Thank you.

4) VDOT

Maintenance – February / March:

- Another month of winter weather has limited our routine maintenance accomplishments.
- VDOT was able to perform limited maintenance on some of our non-hard surfaced roads. Routes 605, 606 on the mountain, 639, 621 and 622 and 644 in the White Post area.
- Started some brush cutting on Rt. 7 business east.
- Continuing to address potholes as they arise.

Maintenance – March / April:

- Continue to concentrate on addressing repair of non-hard surface roads and potholes, as weather permits.
- Continue with brush cutting along Rt. 7 business east.

Projects:

- All project status is unchanged.

Board Issues:

- Warning signs for tractor-trailers (GPS routing not advised) on Rt. 255 have been installed.
- Shoulder work on Route 522 started but stopped due to snow.

Supervisor Comments:

Supervisor Bev McKay:

- Salem Church Road near the Landfill: Trees need to be trimmed.

Supervisor Barbara Byrd

- Allen Road: Constituents are beginning to have a better understanding of the process.
- County-wide: There are deep potholes, broken shoulders, and deer everywhere.

Vice Chairman Weiss:

- Route 621: Large pot hole.
- Rolling Hill Farm on Route 621: A snow blade clipped the asphalt on driveway.
- Retreat Road: Residents want to be moved up on the snow removal list. The hill on Route 7 needs to be cindered during snow events.

Chairman Hobert:

- White Post at White Post: Ed Carter will seek a progress report from Clif Balderson.

5) People Inc. Presentation by Robert G. Goldsmith

Robert G. Goldsmith, President and C.E.O., presented the annual update and provided the 2013 Annual Report.

- Microenterprise Initiative
 - Working with Warren and Clarke through a community development block grant project.
 - A Clarke County resident chairs the management team.

- Project off to a slow start with one loan in Warren County.
- Currently, two applications are in process.
- No loans paid as of yet in Clarke County.
- This program will be top priority in the coming year.
- A training workshop is scheduled for April.
- Staff advertises the program through workshops and meeting one on one with bankers and making presentations at community meetings. Referrals are also taken from The Small Business Development Center for the Fairfax district.
- Affordable Housing Development
 - This is a long-term process planned over the next several years.
- Home Weatherization Loan Program
 - Applying to become responsive to a loan from home weatherization program in Clarke County.
 - The State put this program out to bid for the first time in approximately fifteen years.
 - Community Housing Partners currently contracts weatherization in Clarke County; and according to State statistics, it has weatherized 11 homes over the last 2 years. Over this two-year period during the federal stimulus program, weatherization programs received more funding than ever before.
- People Inc. would welcome guidance from the Supervisors.
- Mr. Goldsmith will provide a report of the actual work performed in Clarke County to the County Administrator.

Chairman Hobert expressed the Board's appreciation for the update and the services provided by People, Inc. and presented Mr. Goldsmith with the following resolution.

**Resolution Commending People Incorporated on the Occasion of its 50th
Anniversary
2014-03R**

WHEREAS, People Incorporated, a private, nonprofit corporation is commended for 50 years of innovative and compassionate service to the citizens and communities of Virginia; and

WHEREAS, People Inc. was founded by Hayter's Gap community residents Garland Thayer, Fount and Thelma Henderson and others who recognized the needs of their neighbors and their children and wanted to create a more vibrant and sustainable community; and

WHEREAS, People Inc. was incorporated by Joseph P. Johnson, Jr. on July 11, 1964 as the Progressive Community Club of Washington County; and

WHEREAS, on August 20, 1964, President Lyndon B. Johnson signed the Economic Opportunity Act into Federal law, establishing community action agencies as the catalysts for community-based efforts to alleviate poverty throughout the nation; and

WHEREAS, in December 1964, the Progressive Community Club received its first grant of \$55,000 from the Federal Office of Economic Opportunity and became the first community action agency in Virginia and the first rural community action agency in the United States; and

WHEREAS, in 1974, the Progressive Community Club became People Incorporated of Washington County and Bristol, Virginia, and over the last 40 years has steadily expanded its services into underserved communities throughout the Commonwealth and now serves the people of 27 counties and cities throughout Southwest Virginia, the Northern Shenandoah Valley and Northern Piedmont region of the state with nationally recognized anti-poverty efforts; and

WHEREAS, People Inc. is widely regarded as one of the most innovative and successful community action agencies in the nation, providing comprehensive human and community development services to over 6,000 individuals and families in 2013 and generating an economic impact of \$88 million for communities throughout the Commonwealth; and

WHEREAS, People Inc. has been the designated Community Action Agency in Clarke County since 2009; and

WHEREAS, People Inc.'s founders recognized that individuals, no matter their circumstances, have hopes and dreams for themselves and their communities, and that the Board of Directors and staff of People Incorporated remains true to this core principle and demonstrates excellence in providing opportunities for people to reach their goals in order to enhance their lives, their families and their communities;

NOW, THEREFORE, BE IT RESOLVED, that the County Board of Supervisors hereby commends People Incorporated on the historic occasion of its 50th anniversary; and

BE IT FURTHER RESOLVED, that a copy of this Resolution be prepared for presentation to Robert G. Goldsmith, President and CEO of People Incorporated, as an expression of the Board's recognition and admiration of People Incorporated's tireless work on behalf of the citizens and communities of the Commonwealth of Virginia.

Dated: March 18, 2014

J. Michael Hobert, Chair Board of Supervisors

6) Approval of Minutes

At the request of Supervisor Byrd, Lora Walburn verified she had checked against the recording statements on Book 21 Pages 699, 700, 701 of the February 18, 2014 minutes.

Supervisor Staelin requested corrections on the March 4, 2014 minutes:

Page 722: change parameter to perimeter.

Page 723: change placed to places.

Supervisor McKay moved to approve the minutes for:

- February 18, 2014 Regular Meeting, as presented
- March 4, 2014 FY2015 Budget Work Session, as corrected.

The motion carried by the following vote:

Barbara J. Byrd	- Aye
J. Michael Hobert	- Aye
Beverly B. McKay	- Aye
John R. Staelin	- Aye
David S. Weiss	- Aye

7) Personnel Committee Items

A. Closed Session re: §2.2-3711-A1 Specific individual under consideration for appointments and positions.

03/10/2014 Summary: **Supervisor McKay moved to convene into Closed Session pursuant to §2.2-3711-A1. The motion carried as follows:**

Beverly B. McKay	- Aye
J. Michael Hobert	- Aye

The members of the Board of Supervisors Personnel Committee being assembled within the designated meeting place, with open doors and in the presence of members of the public and/or the media desiring to attend, **Supervisor McKay moved to reconvene in open session. The motion carried as follows:**

Beverly B. McKay	- Aye
J. Michael Hobert	- Aye

Supervisor McKay further moved to execute the following Certification of Closed Session:

CERTIFICATION OF CLOSED SESSION

Board of Supervisors Meeting Minutes For March 18, 2014 – Regular Meeting

WHEREAS, the Board of Supervisors of the County of Clarke, Virginia, Personnel Committee has convened a closed meeting on the date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3700 of the Code of Virginia requires a certification by the Board of Supervisors of the County of Clarke, Virginia Personnel Committee that such closed meeting was conducted in conformity with Virginia law.

NOW, THEREFORE BE IT RESOLVED, that the Board of Supervisors of the County of Clarke, Virginia, Personnel Committee hereby certifies that, to the best of each members knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which the 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 Board of Supervisors of the County of Clarke, Virginia.

The motion was approved by the following roll-call vote:

Beverley B. McKay	- Aye
J. Michael Hobert	- Aye

The Personnel Committee took no action on items discussed in Closed Session.

At 10:00 am, Chairman Hobert adjourned the Personnel Committee Meeting.

B. Expiration of Term for appointments expiring through May 2014.

3/10/2014: The Committee made no recommendations.

03/18/2014 Summary: **Vice Chairman Weiss moved to re-appoint Doug Kruhm to the Clarke County Planning Commission for a full four-year term expiring April 30, 2018. The motion carried by the following vote:**

Barbara J. Byrd	- Aye
J. Michael Hobert	- Aye
Beverly B. McKay	- Aye
John R. Staelin	- Aye
David S. Weiss	- Aye

C. Clarke County General Government Pay and Classification Study and Personnel Policy Update by David Ash

03/10/2014: Due to time constraints, no update was given.

03/18/2014 Summary: David Ash informed the Board that he had received an update today from Springsted and an early draft of the personnel policy is expected within the next two week. For the pay and classification study, Springsted is compiling comparables from selected jurisdictions.

8) Board of Supervisors Work Session

For more detail, see March 10, 2014 FY2015 Budget Work Session Minutes.

A. SUP-13-02/SP-13-08, Gina Schaecher (Happy Tails Development LLC) Site Visit Discussion. Action:

03/10/2014 Summary: Following review and discussion, Chairman Hobert instructed members to coordinate individual visits with the applicant through County staff, Brandon Stidham or Lora Walburn. He noted that affected property owners had offered to conduct site visits on their properties and suggested any Board member that desired to visit should directly contact the individual property owners.

B. Groundwater Monitoring Program

- Wayne Webb, Friends of the Shenandoah River, on the study titled *"Qualities of spring-waters of Clarke County where biosolid materials were applied as fertilizer to karst landscapes."*
- Mark Bennett, Director, USGS, Virginia Water Science Center, discussing the real-time monitoring network status and utility.

03/10/2014 Summary: Presentations were made to the Supervisors. Chairman Hobert asked that Ms. Teetor provide the Board her compiled biosolids data.

C. CLG Grant Applications:

- *Letter of Support 2014 CLG Grant Proposal "Rescue Phase 2: Roofing/Window Work to Land Office and Smokehouse at Greenway Court" and*
- *Letter of Support 2014 CLG Grant Proposal Josephine City Nomination*

03/10/2014 Summary: Tom Judge will check to see if the funds are budgeted in FY2014 or FY2015. **Supervisor Staelin moved to allow the Chairman to sign both letters of support. The motion carried by the following vote:**

Barbara J. Byrd	- Aye
J. Michael Hobert	- Aye
Beverly B. McKay	- Aye
John R. Staelin	- Aye
David S. Weiss	- Aye

D. FY2015 Budget Discussion: Fiscal Impact of Fire and Emergency Services [EMS] Work Group Recommendation Review and Discussion

03/10/2014 Summary: Following discussion, Chairman Hobert instructed staff to provide the Board a Gantt chart and the Supervisors to propose a motion.

03/18/2014 Summary: See Item 23 Fire and EMS Timeline.

E. Identify CCPS Discussion Issues

03/10/2014 Summary: The Supervisors identified no specific issues for School presentation at its March 18, 2014 meeting.

F. Economic Development Study Update

03/10/2014 Summary: Supervisor Staelin provided an update noting that integration of the Town and County websites had been identified as a potential area of improvement to better facilitate economic development.

G. Commonwealth Budget Issues

03/10/2014 Summary: Chairman Hobert updated the Board on unresolved budget issues in the General Assembly.

9) Finance Committee Items

1. FY 14 Supplemental Appropriation

03/10/2014 Summary: EMT Supplemental. *"Be it resolved that budgeted expenditures and appropriations for Emergency Medical Service part-time salaries be increased \$25,000 to provide additional coverage, and be it further resolved that the designation for government savings be reduced in the same amount."* Action: The Finance Committee recommends approval.

03/18/2014 Action: Tom Judge reviewed the recommendation. Bev McKay requested clarification. Vice Chairman Weiss and Chairman Hobert responded these would be part-time positions with the potential of becoming full time.

Vice Chairman Weiss moved to approve the recommendation of the Finance Committee. The motion carried by the following vote:

Barbara J. Byrd	- Aye
J. Michael Hobert	- Aye
Beverly B. McKay	- Aye
John R. Staelin	- Aye
David S. Weiss	- Aye

2. Sheriff Part Time Salaries

03/10/2014 Summary: *"Be it resolved that the Sheriff be authorized to use savings in his authorized budget for full-time salaries in his budget for part-time salaries for the purpose of reducing leave balances."* **Action: The Finance Committee recommends approval.**

03/18/2014 Action: **Vice Chairman Weiss moved to approve the Finance Committee recommendation. The motion carried by the following vote:**

Barbara J. Byrd	- Aye
J. Michael Hobert	- Aye
Beverly B. McKay	- Aye
John R. Staelin	- Aye
David S. Weiss	- Aye

3. FY2015 Budget Deliberations

03/10/2014 Summary: The Finance Committee reviewed the impact of recommended changes to the budget documents.

4. Acceptance of Bills and Claims

03/10/2014 Summary: The Finance Committee recommends acceptance.

03/18/2014 Action: **Supervisor Staelin moved to accept the February bills and claims. The motion carried by the following vote:**

Barbara J. Byrd	- Aye
J. Michael Hobert	- Aye
Beverly B. McKay	- Aye
John R. Staelin	- Aye
David S. Weiss	- Aye

5. Standing Reports

FY2014 General Fund Balance, Reconciliation of Appropriations; General Government Expenditure Summary, Conservation Easement Authority General Government Capital Projects

Gina Schaecher stood and stated that she just wanted to know where we are on the agenda because we [SUP-13-02 / SP-13-08] are under the Work Session Agenda – one of our items is on there.

Chairman Hobert clarified that their item was No. 17.

Gina Schaecher responded, “but on the Work Session.”

Chairman Hobert explained that the Work Session was a discussion of what happened at the Work Session not what happens today.

Gina Schaecher asked if it was on the record though that, the visit was cancelled due to weather.

Chairman Hobert stated that the Board had not reached the discussion of her issue. He continued that the Board would be discussing her item under Agenda Item No. 17.

Gina Schaecher asked if she would have the opportunity to submit some additional information at that time.

Chairman Hobert stated that he would think so.

Gina Schaecher said very good, thanked Chairman Hobert and took her seat.

10) FY2015 Budget Finance Committee on March 13, 2014.

A. Set Public Hearing PH 14-06 FY2015 Budget

Tom Judge summarized the changes for FY2015 budget.

- Real Estate Tax Increase: 2.5 cents
- Includes \$250,000 increase for EMS and anticipates fulfillment of most of the proposed expenditures.
- Economic Development: \$60,000 is included in the budget and determined to be sufficient to carry out the anticipated programs.

- Pay and Classification Study: \$150,000 is included for the study that is currently in process. It is in a contingency and will be distributed when the study is complete.
- Additional Government Capital: \$465,830 includes:
 - o \$200,000 real property reassessment;
 - o \$50,000 for Sheriff's building;
 - o \$70,000 for microwave system for Sheriff to establish a redundant path for the radio system;
 - o \$90,000 for Parks bandstand and shelter.
- Additional School Capital: \$124,016 increase. The School Board will establish the capital projects for which the funds will be used.
- School Operating: \$810,062 increase.
- Schools Carry Over: \$916,000. Tom Judge advised that the carry-over funds have no application in the budget process.
- Budget Deficiency from Fund Balance / Pay As You Go: \$1,365,516. Most of the fund balance amount will be used for non-recurring cost; and with debt falling off rather substantially over the next two to three year, it is not too risky to use some of the fund balance to cover a few recurring costs.

Supervisor Hobert thanked Mr. Judge for his work on the budget and his presentation.

Supervisor Staelin commented that he had discussed use of the fund balance in some depth with Tom Judge and came away with a comfortable feeling that a good portion was for one-time expenditures.

Supervisor Staelin moved to set public hearing for Wednesday, April 9, 2014 at 7:30 pm or as soon thereafter as the matter may be heard to be held in the Main Meeting Room, 2nd Floor, 101 Chalmers Court, Berryville, VA 22611. The motion carried by the following vote:

Barbara J. Byrd	- Aye
J. Michael Hobert	- Aye
Beverly B. McKay	- Aye
John R. Staelin	- Aye
David S. Weiss	- Aye

FY2015 Clarke County Budget Process
3/14/2014 8:39

Net Tax Funding

FUND	FY 2014 Budget	Variance	Percent Variance	FY 2015 Proposed
EXPENDITURE				
General	8,417,168	564,680	6.7%	8,981,848
Social Services	1,363,059	(24,894)	-1.8%	1,338,165
School Operating	20,637,598	810,062	3.9%	21,447,660
School Food Service	761,012	21,331	2.8%	782,343
CSA	661,500	(54,500)	-8.2%	607,000
Conservation Easement	-	15,000	0.0%	15,000
Government Capital Projects	575,000	465,830	81.0%	1,040,830
School Capital Projects	728,163	124,016	17.0%	852,179
Government Debt Service	399,200	21,500	5.4%	420,700
School Debt Service	3,888,619	(20,971)	-0.5%	3,867,648
Joint Services Fund	541,737	9,301	1.7%	551,038
Unemployment Compensation	25,000	-	0.0%	25,000
Total	37,998,056	1,931,355	5.1%	39,929,411
CATEGORICAL REVENUE				
General	2,743,515	(1,181)	0.0%	2,742,334
Social Services	892,247	8,507	1.0%	900,754
School Operating	9,713,245	(1,619)	0.0%	9,711,626
School Food Service	761,012	21,331	2.8%	782,343
CSA	306,457	(28,616)	-9.3%	277,841
Conservation Easement	-	15,000	0.0%	15,000
Government Capital Projects	-	68,330	0.0%	68,330
School Capital Projects	154,000	-	0.0%	154,000
Government Debt Service	-	-	0.0%	-
School Debt Service	119,008	-	0.0%	119,008
Joint Services Fund	3,000	-	0.0%	3,000
Unemployment Compensation	-	-	0.0%	-
Total	14,692,484	81,752	0.6%	14,774,236
NON-CATEGORICAL REVENUE REQUIRED				
General	5,673,653	565,861	10.0%	6,239,514
Social Services	470,812	(33,401)	-7.1%	437,411
School Operating	10,924,353	811,681	7.4%	11,736,034
School Food Service	-	-	0.0%	-
CSA	355,043	(25,884)	-7.3%	329,159
Conservation Easement	-	-	0.0%	-
Government Capital Projects	575,000	397,500	69.1%	972,500
School Capital Projects	574,163	124,016	21.6%	698,179
Government Debt Service	399,200	21,500	5.4%	420,700
School Debt Service	3,769,611	(20,971)	-0.6%	3,748,640
Joint Services Fund	538,737	9,301	1.7%	548,038
Unemployment Compensation	25,000	-	0.0%	25,000
Total	23,305,572	1,849,603	7.9%	25,155,175
BUDGET BALANCING				
GF Estimated Non-categorical revenue	22,669,276	1,159,849	5.1%	23,829,125
Rounding Adjustments	-	-	-	21
Surplus/(Deficit)	(636,296)	(689,732)	108.4%	(1,326,028)
Pay-as-you-go	647,968	717,548	110.7%	1,365,516
Surplus/(Deficit) Net of pay-as-you-go	11,672	27,816	238.3%	39,488
Pay-as-you-go Elements				
Conservation Easement	-	-	-	-
School Capital/Debt	323,984	-	-	-
Government Capital/Debt	323,984	-	-	1,365,516
Sheriff's Communications Study	-	-	-	-
	<u>647,968</u>			<u>1,365,516</u>

B. Set Public Hearing PH 14-07 2014 Tax Rate

Tom Judge reviewed the proposed tax rate increase for 2014.

- Real Estate Tax Increase: 2.5 cents.
- Personal Property Tax Relief by the Commonwealth of Virginia for vehicles valued between \$1,001 and \$20,000: Decrease from 52.3% to 48.7%.

Vice Chairman Weiss offered that based on the review of the Finance Committee, a \$.09.5 tax increase would have been required to fund all the budget requests. He stated that the Finance Committee was very cautious about using fund balance for it is dwindling as the result of being used for a number of years to cover shortfalls. He opined that the luxury of using fund balance might not be available next budget year. Vice Chairman Weiss stated he appreciated the burden it requires but the proposed budget provides services the Finance Committee believed were at the minimal level of what is necessary to operate the County.

Supervisor Staelin moved to set public hearing for Wednesday, April 9, 2014 at 7:30 pm or as soon thereafter as the matter may be heard to be held in the Main Meeting Room, 2nd Floor, 101 Chalmers Court, Berryville, VA 22611. The motion carried by the following vote:

Barbara J. Byrd	- Aye
J. Michael Hobert	- Aye
Beverly B. McKay	- Aye
John R. Staelin	- Aye
David S. Weiss	- Aye

11) Joint Administrative Services Board Update

Tom Judge summarized the items of interest under review by the Joint Administrative Services Board.

- Work on the ERP continues. Due to insufficient data upon which to make decisions at its February 24 meeting, the JAS Board scheduled a meeting for March 17.
- At its February 24 meeting, the Board finalized the JAS budget that did not include a salary increase but the Joint Administrative Services Department will take part in the Schools' pay and classification study. Any need for salary increases will be determined using the same mechanism as other departments.
- Health insurance renewal: The JAS Board recommended the renewal at 6.3% increase.

Supervisor Staelin moved to approve the 6.3% renewal health insurance increase for the coming fiscal year in order that it may be incorporated into the budget for the Fiscal Year 2015. The motion was approved by the following vote:

Barbara J. Byrd	-	Aye
J. Michael Hobert	-	Aye
Beverly B. McKay	-	Aye
John R. Staelin	-	Aye
David S. Weiss	-	Aye

- At its Monday, March 17 meeting, the JAS Board reviewed and determined which ERP modules it would implement and which it would exclude.
- Discussed a change in federal law with respect to the flexible benefits program whereby employees could choose a 90-day grace period or a \$500 carry over. A poll of the employees indicated a preference for the \$500 carry over so the JAS Board recommended implementation.

Supervisor Staelin moved to approve implementation of a \$500 carry for the employee Flexible Benefits Program. The motion was approved by the following vote:

Barbara J. Byrd	-	Aye
J. Michael Hobert	-	Aye
Beverly B. McKay	-	Aye
John R. Staelin	-	Aye
David S. Weiss	-	Aye

- Plante Moran [consultant]:
 - o Working with Tyler Munis [vendor] to come up with a scope of work and contract terms and conditions.
 - o Comparing pricing with other communities.
 - o With the decisions made on March 17, it will redo a cost comparison between software as a service and the local hosted option.
 - o Will develop a list of events.
 - o Goal is to complete the negotiations and have a contract by May 1.
 - o Recommended implementing October 1 after the fiscal year is complete.

12) Government Projects Update

David Ash provided the monthly project update. Highlights include:

Board of Supervisors Meeting Minutes For March 18, 2014 – Regular Meeting

- 100 Church Street – Sheriff’s Office
 - o Cost estimates were received today and will be reviewed with the Maintenance Director and Vice Chairman Weiss.
- 101 Chalmers Court – HVAC Retrofit
 - o At the March 5 Joint Building Committee meeting, the county’s attorney was encouraged to pursue resolution of this matter.
 - o Microphone system in use is temporarily installed as part of a test for a replacement system.
- Personnel Policy and Compensation Study
 - o See Item 7 C.

13) Miscellaneous Items

None identified.

14) Summary of Required Action

<u>Item</u>	<u>Description</u>	<u>Responsibility</u>
1.	Correct, where applicable, and process approved minutes.	Lora B. Walburn
2.	Update database and generate notice of appointment.	Lora B. Walburn
3.	Execute notice of appointment.	J. Michael Hobert
4.	Develop and advertise for part-time EMT positions.	David Ash
5.	Advertise public hearing notices for PH 14-06 and PH 14-07.	Lora B. Walburn; Annette Gilley
6.	Enter into the record additional information provided for SUP-13-02 / SP-13-08.	Lora B. Walburn
7.	Add continued discussion of SUP-13-02 / SP-13-08 to the April 15 Agenda Afternoon Session	Lora B. Walburn
8.	Review all information presented and provided on SUP-13-02 / SP-13-08 and report back to the Board on April 15 with additional proposed conditions for the special use permit to mitigate as much as possible the negative impacts this proposed kennel and proposed associated activities would have on the County, public safety, property values of neighbors, and the future cost and ability of the	David Ash, Brandon Stidham

<u>Item</u>	<u>Description</u>	<u>Responsibility</u>
	County to provide septage service to County residents.	
9.	Provide a written description of the exercise yards to Planning staff.	Gina Schaecher
10.	Revise Fire and EMS Timeline.	Brandon Stidham

15) Board Member Committee Status Reports

Supervisor Barbara Byrd:

- All of her normal meetings are coming up including: School Board, Social Services, Town of Berryville and the Humane Foundation.

Vice Chairman Weiss:

- David Ash covered under Government Projects Update.

Supervisor McKay:

- NSVRC: Discussed the budget and there will be no increase to member counties/participating localities. Supervisor McKay will check state funding.

Supervisor Staelin:

- Economic Development: The recommendation is for the Town of Berryville and the Supervisors work more closely together and potentially to form a joint committee to oversee, make recommendations, and provide guidance on economic development issues. Supervisor Staelin is on the April agenda of the Berryville Town Council Meeting.

16) Closed Session

None conducted.

17) SUP-13-02/SP-13-08, Gina Schaecher (Happy Tails Development LLC) Continued Board Discussion

Chairman Hobert provided a recap of the activities to date:

- Public hearing conducted at the February 18, 2014 regular meeting went quite long.

- The public hearing was closed February 18, 2014 but the Board agreed to further discussion and questions for the applicant.
- There was request to conduct a site visit at the applicant's property, that is under contract, to see that property; and the applicant graciously agreed to provide that opportunity.
- Due to the snow, the scheduled site visits were cancelled.

Chairman Hobert explained that the meeting today was not a public hearing and the opportunity to speak would be for the applicant or the applicant's professionals, as needed, in response to questions of the Board. He advised that the Board of Supervisors was still taking written comments and would continue to do so until the time of the vote, which at this time has not been scheduled.

Gina Schaecher and Mike Williams took places at the podium.

Chairman Hobert opened up the meeting for Board member questions and/or comments.

Supervisor Staelin stated that he had questions. He said many of these things have probably been covered but he just wanted to make sure that everyone is clear and all things are reviewed. He continued it has been implied that the kennel will look generally like the rendering, that is the sketch that you provided the Planning Commission and, possibly, to the Board at its February 18 meeting. He asked if the plan was to have it covered with a natural board and wood siding.

Mike Williams responded in the affirmative.

Supervisor Staelin said that it had been stated it is your plan to have a six-foot tall fence surrounding the training areas and that you would also have an invisible fence under the wire fence. In addition, the applicant has stated there will be a second four-foot fence outside the six-foot fence to contain "climbers" that might scale the first fence. He said it seemed a big dog could jump the four-foot fence. Supervisor Staelin asked how tall a fence is required to contain a "climber" or is there no such thing.

Gina Schaecher responded that the dogs would be with somebody at all times so they will be monitored. Generally, a 6-foot fence is what we have seen in other facilities and what is used at other facilities. The concern with the dog climbing, generally, is inside a kennel run; and often times, they will have a topper on it. In my experience, that has been because the dog is left unattended in a run. That will not be the case in our outside exercise yards. So, what we are proposing is a 6-foot fence around the exercise yards; and, then, just another layer security, another 4-foot fence beyond that. I think it gives further delineation of those areas. It gives a buffer, as well where no activity will be conducted. Our main line of containment is going to be the fact that there are humans with these dogs at all times.

Supervisor McKay commented that he did not think the podium microphone was on.

Supervisor Byrd instructed the applicant to speak right into the microphone.

Chairman Hobert asked staff to contact IT.

Vice Chairman Weiss commented that the podium microphone "eats" batteries.

Mike Williams said that they could speak up.

Gina Schaecher asked if they could just speak, that helps..

Supervisor Staelin asked what is the best kind of fence to use to contain large dogs or at a dog kennel. He said that he believed American Wire was discussed at one point.

Gina Schaecher answered that is what we've been using in the past.

Mike Williams responded we use the American Wire No Climb fence. It is a 2 x 4 square. It is too small for them to get their feet in and climb up on. We've had it at our house for years and it has been successful.

Supervisor Staelin clarified that is 2 inches by 4 inches.

Mike Williams responded yes, 2 inches wide and 4 inches tall.

Supervisor Staelin said that plans show a covered exercise area. He said that he believed the applicant had stated that they weren't sure where it would be or how big it would be. I ask that you get to the Planning Staff a written description as to where it would be and the general look. He said he wasn't asking for an engineering document but it was important to know what those kinds of thing would be and to have some sort of verbal description of that.

Supervisor Staelin put forth that he believed the applicant had said in the past that all the dogs being boarded or trained on your property would be neutered with the rare exception of when you foster a pregnant rescue dog in order to whelp and/or raise the puppies. He asked if that was correct.

Gina Schaecher responded that is correct. It is a requirement. Otherwise, any dog on the facility has to be spayed or neutered.

Supervisor Staelin asked if that was her current policy.

Gina Schaecher responded yes it is.

Supervisor Staelin asked how she enforced this. He continued that there was nothing on her website that said that dogs have to be neutered. He said that he had not seen anything on the reservation form or anything else that says this.

Gina Schaecher responded that, well, currently the only work that is going to be conducted at our place is rescue work. So, we are working with organized rescue organizations. So, we have those assurances.

Supervisor Staelin stated that she advertised many more services than that.

Gina Schaecher responded: , right, right, that website has been up since the very beginning when we started this project; and we are working on securing a location. It has remained up. We allow it to stay up because people are looking for us to provide rescue assistance.

Supervisor Staelin asked if a day care dog had to be neutered.

Gina Schaecher responded yes, absolutely.

Supervisor Staelin asked if she did day care today.

Gina Schaecher responded: that day care at her facility, no, not current.

Supervisor Staelin asked if the sale of dogs would be prohibited with the exception that an adoption fee may be charged for rescue dogs and that fee would go to the rescue organization.

Gina Schaecher responded that is correct; no sales of any dogs at all. The only thing permitted is adoption through the organized rescue. We are only there to facilitate. We don't take any funds for adoption.

Supervisor Staelin commented that he wanted to be sure that he was clear on the number of rescue dogs. He said he knew it was covered at the last meeting. He said that he believed she had said she would reserve 8 to 10 of the 20 runs for rescue dogs, that is dogs coming from rescue groups or an animal shelter; and the remaining 10 to 12 runs would be used for other dogs. He asked if it was correct that the applicant had said there would be up to 2 dogs in each run that would put the capacity for rescue dogs at 10 to 20 dogs.

Gina Schaecher responded that we would be aiming to have a 50% split.

Supervisor Staelin clarified that is up to 20 rescue dogs.

Gina Schaecher responded you are right, Mr. Staelin, there would be 20 runs; so, we are trying to reserve 10 runs. If we were at maximum capacity with the ability to have two dogs per run, then, we would be looking for 20 rescue dogs. That is correct.

Supervisor Staelin noted that she had said that it would be more likely that you cannot put two in a run.

Supervisor Staelin asked that the applicant wanted to have the ability to go up to 40 dogs on site and with you reserving the 8 to 10 for rescue dogs that could be dropped off at any time, how did she limit the dogs if she had these spare runs and a rescue person calls and wants to drop off a dog but you have already agreed to take day care dogs up to your proposed limit of 40?

Gina Schaecher responded that we simply say no. If we are at capacity or nearing capacity or already have spaces that are spoken for, we would do our best to facilitate through someone else or another organization; but, we know our limits and are only able to handle so many. We would simply tell those folks that we cannot help them at that time.

Supervisor Staelin said that the document she submitted in the fall said you would be providing both medical and behavioral "rehabilitation." He asked what sort of medical treatments she would be providing.

Gina Schaecher responded that we find people because of the surgical procedures often times when there is a rehabilitation period, for instance, on our own dogs they have had knee replacement surgeries that requires anywhere from 9 to 12 weeks of recovery where a dog has to be restricted – its activity needs to be restricted. So, often times, folks need help in that regard. So, a dog could come to us; and we would make sure their activity was restricted. We would take them outside for their breaks. So, someone would not have to worry while they were at work if they had a dog that was on restriction.

Supervisor Staelin asked in terms of the actual provision of medical services.

Gina Schaecher responded that they were not veterinarians and we wouldn't be providing veterinary service. It is simply providing what a veterinarian or a rehabilitation specialist or a veterinary rehabilitation person or what their exact title would be, what they have prescribed.

Supervisor Staelin asked what sort of behavioral problems they would be handling.

Gina Schaecher responded that the majority of behavioral issues that we see is shyness, fearfulness, and, once in a while, we get dogs that are just not adjusted to humans. So, we would conduct an evaluation that would follow on top of either a shelter's evaluation or an organized rescue organization's evaluation; and we would make a determination as to what a plan was for a certain animal and whether we could meet those needs.

Supervisor Staelin commented that her website had statements from people who have said they brought their dogs to you because they barked and lunged at other dogs and

things of that nature and he assumed that she would take those. He asked if she would take biters.

Gina Schaecher responded that we have in the past worked with dogs that were described as aggressive, have an inappropriate response to seeing another dog or being with another dog. We have had good success with dealing with dogs that have aggression or inappropriate response to other dogs. We have not worked on our property nor would we be inclined at a new facility to accept dogs that have bitten humans. That is an entirely different circumstances and we would not be set up to address that situation.

Supervisor Staelin clarified that she would not take in a dog that had been previously cited for being vicious by an Animal Control Officer.

Gina Schaecher responded no, not at this facility, we would not. She said she thought individually, in the past, she has helped work with, not on our property, but other properties, with dogs that have been cited. So, I have some experience with it; but it would not be our goal to work and that would not be a part of our program at this farm.

Supervisor Staelin asked if each of the dogs being trained at the facility have a written individualized training or rehabilitation plan.

Gina Schaecher responded in the affirmative.

Supervisor Staelin asked if Mrs. Schaecher created the plans.

Gina Schaecher responded in conjunction with the person that is responsible; so, if it is with a rescue organization, we would work in conjunction, we want buy in as to what we are suggesting and that they are also committed too. If working with an individual guardian, we would want their buy in, a commitment to the program.

Supervisor Staelin asked if the waste water from the dog grooming activity, the bathing, the clipping, and so on, would be put in the pump and haul tank.

Gina Schaecher responded yes, it is our understanding that the concern was that wastewater from grooming facilities because of the hair not be put in the septic system, human septic, human waste septic system. So, that grooming wastewater would be channeled into the pump and haul.

Supervisor Staelin asked about the days when the kennel facility was full how many gallons of water did the applicant expect to use in the kennel building.

Gina Schaecher responded that, excuse me, I have it. First of all, I have our designer here, Mr. Slusser, who can address that as well; but, I also have some general numbers, which I . . . Do you want to come up and speak a little bit about this too?

Supervisor Staelin asked the man to introduce himself for the record.

James Slusser, AOSE [*applicant's septic system engineer*]. . .

Tom Judge spoke up and suggested that the speakers talk right into the microphones so that everybody might be able to hear.

Gina Schaecher responded that she didn't believe the microphone was working at all.

Supervisor Byrd asked if the microphone was turned on.

Gina Schaecher responded that she didn't see a light any longer.

There was a brief period during which staff attempted to restore sound. Note: the microphones in use were part of a trial demonstration for system replacement.

Gina Schaecher stated that she may have Jim speak to that. She said that what she understood was that we calculated was a maximum peak, a normal use and we have based our sizes on the tanks based on that range of calculation. But, he is the specialist; and I'll have him answer that.

Supervisor Staelin suggested Mr. Slusser use the microphone in front of Supervisor McKay until new batteries were placed in the podium microphone.

James Slusser asked Supervisor Staelin to clarify his first question.

Supervisor Staelin responded that it had to do with how many gallons of water do you expect the kennel to use in the kennel facility for bathing, wash down, and all that kind of stuff, when you are at full capacity that would be the 40 dogs.

James Slusser responded that at 40 dogs you have several subcomponents of that question. You are breaking down the washing and that goes back to what the operator handles. Is that going to be a daily event, as far as the entire runs, etc.? I think, as Ms. Schaecher explained to me, this is going to happen I think once or twice a week.

Supervisor Byrd asked if washing the runs is only going to happen once or twice a week.

Gina Schaecher responded the entire facility.

James Slusser responded, yes, the entire facility. He said I don't want to misstate.

Gina Schaecher responded that is right.

James Slusser thanked her for the clarification. He continued that overall in as far as the design there is estimation. There is no set reg or document that is going to give you an

exact gallon per day per dog – those averages. You have two issues to contend with as far as your peak, if you use the low estimate, you will be looking at about 5 gallons a day per dog. If you look at the peak, you are going to be looking at about 10 gallons a day per dog. So, obviously, to do the math, on the low end of the range you going to be some place around 200 gallons a day; and on the high end of the range, you are going to be at 400 gallons a day.

Vice Chairman Weiss asked how large a tank.

James Slusser responded that size has not yet been determined that is obviously being taken into consideration by what the Board perceived as a safety factor as far as what you anticipated or thought was needed for potential overflow.

Supervisor Staelin clarified that you haven't submitted a specific size for that at the moment.

Gina Schaecher responded that there is no regulation with respect to the County, as you are probably well aware, animal waste is not regulated under the County ordinance. It is regulated under the state and federal ordinances. So, when we originally proposed the kennel, it was the County that came to us that said pump and haul would be a way to address any concerns about animal, that hair going into the system. So, in compliance, we suggested the pump and haul. We are open to whatever the County would think needs to be. We were proposing a system of two tanks with an alarm system so that we would have the redundancy. We would be notified when one tank was full. Make arrangements for that to be pumped; and then, if for some reason there was a delay in the pump, we would always have the additional tank. So, we were going to double up what we needed for the original, for a pump.

Supervisor McKay asked where it would be taken.

Gina Schaecher responded wherever the private contractor had arrangements. It is our understanding that it depends on the private contractor and who they have arrangements with. So, we would have control of that as well.

Supervisor Staelin said that he thought he understood.

Supervisor Staelin asked what products they planned to sell.

Gina Schaecher responded that the only thing that we were thinking about were some treat items for folks that had dogs staying with us. So, for instance, if somebody didn't bring something with them and wanted to purchase a treat item, we would provide that.

Supervisor Staelin asked what about dog food.

Gina Schaecher responded that generally most people bring their own dog food. That is always our recommendation because we don't want stomach upset or other gastrointestinal issues to develop.

Supervisor Staelin asked if the things you would sell would be things that would be used on site or are they things that would be taken off site.

Gina Schaecher responded no we were thinking of onsite; but actually, when we originally prescribed the site plan, we had envisioned trying to offer, like to local vendors, some items that they could provide for their dogs. We knew there was some resistance to any kind of retail. So, we were trying to limit that. Retail is really not what we are about. It is not an important part of this. We only wanted to be able to offer it as a convenience.

Supervisor Staelin said that he wanted to make sure he understood all the activities the applicant planned to perform at this site.

- You stated that you are going to be providing training and rehabilitation services for dogs.
- You stated that you will be providing training of dogs needing better self-control or the ability to live in their home environment.

He noted that Mrs. Schaecher was nodding on these things.

Gina Schaecher responded yes, yes.

Supervisor Staelin said that is fine.

- You stated that you would be providing overnight boarding for dogs receiving those kinds of services.

Gina Schaecher responded yes.

Supervisor Staelin continued:

- You have stated that you will be providing training for pet owners to teach them how to be better handlers of their dogs.

Gina Schaecher responded yes.

Supervisor Staelin continued:

- You are going to have this limited retail sales you just described.
- You plan to have events to raise money for rescue groups but not to raise money for your business.

Gina Schaecher responded that's correct.

Supervisor Staelin continued would you be boarding dogs simply because the owner is gone for the weekend.

Gina Schaecher responded yes.

Supervisor Staelin continued you mentioned training volunteers and students at one point and asked Mrs. Schaecher to describe what she was talking about in that area.

Gina Schaecher responded that in the past we have done programs with students – educational programs. I think we were most recently in front of the 4-H and talked about livestock guardian dogs with the 4-H Club here in Clarke County. In the past, I think I've spoken of about where we've had a student organizational club that came out and made weekly visits while we had some puppies. So we tracked the development and talked about the different stages of development training. Those kids ultimately helped us find homes. We conducted events off site at business locations that agreed to participate and the students participated in those programs as well. Those are the kind of things we envision.

Supervisor Staelin asked if it would just be students, noting that she had talked about volunteers and things of that nature.

Gina Schaecher said that we've had interest in folks that wanted to work with rescue dogs and volunteer. To the extent that we could offer those opportunities, we would like to; I think it is another educational opportunity.

Supervisor Staelin asked if there were any other services she thought she would provide at this site.

Gina Schaecher responded that she was not listening as he spoke. She said that our written narrative, that we submitted early on, I think we intended to be comprehensive.

Supervisor Staelin said that he believed that he had used that for most of this line of questions.

Gina Schaecher so those would be the services that were anticipated.

Supervisor Staelin said that the narrative was done a long time ago and he wanted to make sure it had not changed.

Gina Schaecher responded that we have not changed the narrative.

Supervisor Staelin asked if she thought her facility would be eligible for tax-free status with regard to real estate taxes.

Gina Schaecher responded no, I do not.

Supervisor Staelin asked how many paid employees do you plan to have.

Gina Schaecher responded that she believed we've said five, whatever was in the narrative.

Supervisor Staelin asked what would be the maximum working at any one time, all five?

Gina Schaecher responded yes sir.

Supervisor Staelin asked if she planned to have volunteers or pet owners doing any of the activities on site, besides taking a class where they will learn, or did she see them performing duties there.

Gina Schaecher responded no, we do not anticipate using volunteer support for the operations. Volunteers would be simply educational opportunities. We intend to have a professional staff employed to take care of all aspects of the kennel operation.

Supervisor Staelin asked that at any one time did she expect any owners, guardians, or volunteers to be on that site.

Gina Schaecher responded no, not unless we were having an event. Often times, we work with guardians in their home environment after a dog has stayed with us so that we can help transfer the skills to the home environment. That is where we tend to work with the guardians.

Supervisor Staelin asked that whenever any of the dogs is being trained or rehabilitated, whenever they are placed in one of your fenced-in areas outside, be it for training or exercise, will there be a paid employee inside that same fenced in area with the dogs at all times, such that no dog would be left outside unattended and there would be a paid employee right there with them?

Gina Schaecher responded that is correct.

Supervisor Staelin asked the maximum number of dogs that would be with a handler in a fenced in area.

Gina Schaecher responded that generally we break into groups of six. If the dogs are conducive to a group of six.

Supervisor Staelin asked if that was a sort of maximum.

Gina Schaecher responded I would say that the maximum we would ever do, because of the number, the way it would break down, if you had 40 dogs, you had five handlers, and

you could potentially have eight dogs. But, most times, we break into organized groups of six so you would be rotating through. So, for instance, if you had overflow and you were broken into groups of 6 and you a total of 40 dogs, you would have smaller component groups; but those groups would still always be rotated outside with a handler. Our plan is that the dog will only be unattended individually if the dog is securely in a run inside.

Supervisor Staelin recapped there are five people working there so you have five handlers. You said the maximum number of dogs you would ever have outside is 40.

Gina Schaecher responded that she would never have 40 dogs outside at one time. Groups are rotating through. So, if we had a number of exercise yards, I tend to leave the middle yard open, you would have a group exercising in one yard and another group exercising in another. Each would have their own handler. Then, they would rotate yards; so we keep an empty space. So, if there were 4 exercise yards, you would have 12 dogs, potentially, outside at one time, a group of 6 with a handler in those 2 yards.

Supervisor Staelin clarified that she would never have more than two groups of dogs outside at any one time.

Gina Schaecher responded that she could not remember if we had four or five exercise yards out there; I think one was a pen for some sheep to be on there. So, I would tend to rotate. I like to keep the one yard open between the groups.

Vice Chairman Weiss commented that the applicant was using both the numbers six and eight and suggested that she should probably stick with eight if that was her maximum. He asked again, how many dogs Mrs. Schaecher would have out at one time with a handler.

Gina Schaecher responded oh as a maximum with one handler. If we are at maximum capacity and had five people working, then the maximum we could do would be eight. You are right.

Supervisor Staelin asked what noises were used in the outdoor training: guns, whistles, horns, bells, clapping, yelling, etc.

Gina Schaecher responded that we do use voice commands. We have called dogs; but generally speaking, we have someone with the dogs. So, if a dog is called, for whatever reason, and does not respond, then, the handler goes and gets the dog. We do not use whistles, bells, absolutely don't use guns. We have used electronic training collars on some dogs in the past on our farm when we have worked with dogs with remote recall.

Supervisor Staelin said that he recognized that in some ways all kennels are 24-hour-per-day operations; but for those activities, feeding, cleaning, grooming, people coming and going, being outdoors, those types of activities, what are the hours of operation that you are requesting.

Gina Schaecher responded the hours of operation were stated in the report for the length of our day. The reality of our day is that if people are needing to drop off; then, we either go get dogs or bring dogs at between 7 and 8 am. Our day winds down around 5 or 6 because that would be the evening feeding time and so structured activities would tend to wind down as well. Then, our plan would be that we wouldn't be having training activities in the evening that would just simply be taking dogs out for break.

Chairman Hobert asked if that was 7 am to 6 pm and what the applicant meant by "winding down?"

Gina Schaecher responded that it means that as we plan our day we rotate dogs through stations so they are always kind of doing something throughout the day. When we are getting ready for an evening meal, then, we start to wind down. So, they would not be having organized activities. They would be in their kennel runs and taken out to go to the restroom or giving an exercise break and brought back in.

Supervisor McKay asked if she was starting the wind down at 6 pm and someone has their dog there, she could conceivably have people picking up their dogs as late as 7 pm or 8 pm if you are starting to wind down at 6 pm.

Gina Schaecher responded yes, that is correct. Someone may want to come and pick up their dog.

Supervisor McKay added at 7 or 8.

Supervisor Staelin clarified that the applicant said putting dogs out in the evening and he assumed the dogs would be out with people.

Gina Schaecher responded absolutely, always out with people.

Supervisor Staelin asked how late at night dogs would be outside.

Gina Schaecher responded, right, not in their exercise groups, brought out in ones or twos to relieve themselves; and then, brought back in in the evening.

Vice Chairman Weiss stated that he thought it would be helpful to the applicant to be very specific and asked how late they would be taking out the dogs.

Gina Schaecher responded that she did not want to be evasive but what she wanted to avoid is that if she had a situation where basically they wound down between 6 to 7 in the evening and she had a dog that needed to go outside at 8 o'clock at night, she did not want them to be accused of not being honest about that because there would be a situation like that. She said they would not have organized rally or games where there would be more noise in the evenings. Their idea would be that they would be winding down so the activities would simply be dogs relieving themselves or just wondering around

outside and brought back in. But, they would always be with a handler then. So, the hours of operation we've requested were pursuant to what was allowed here; but the reality of our operation is once we start to feed in the evening that is the winding down time and we wouldn't be having groups outside for play times.

Supervisor McKay asked if they were winding down from 6 to 7 it looked like they might still have people coming and going at 8 to 9 in the summer.

Gina Schaecher responded possibly.

Supervisor Byrd read from the section on the doggie day care function "would be permitted outdoors for exercises and activities in the fenced exercise area. Dogs would be divided into groups of 6 to 8 and supervised by a staff member at all times and would be rotated." She asked if the doggie day care clients would be loose when turned out for exercise.

Gina Schaecher responded that doggie day care clients were no different than anything she had already described. She said they were not making a distinction and that the only difference would be a dog that was not staying overnight. What they would most likely propose is that dog is picked up with a group of dogs; it stays with that group throughout the day; and then, it is delivered back home in the evening.

Supervisor Byrd asked about the boarding dogs reading, "dogs are boarded would be provided outdoor exercise as noted above."

Gina Schaecher responded that is correct.

Supervisor Byrd clarified that doggie day care and dogs that are boarded, like over a weekend or while their owners were away on vacation or dogs there for training, would be turned out where they could get exercise – not on a leash.

Gina Schaecher responded that is correct – in the exercise yard with a handler.

Supervisor McKay clarified that the day begins a 7 am and whether that would be as early as anyone could bring a dog.

Gina Schaecher responded that when they were running a test model of this plan they had drop off at 7 am. What they have provided in the past is if that did not work for someone, they would make arrangement to pick up that dog. So, they had clients, for instance, that would provide them with key or code into their house; and they would go pick that dog up.

Supervisor Staelin said you stated that your plan is to pick up and drop off the dogs receiving day care training services in one or more of your vehicles. He asked if it was a hard and fast rule or would people be allowed to drop off and pick up their dogs.

Gina Schaecher responded that if a dog is going to be there for day care and the guardian, for whatever reason, wants to drop off we would want them dropped off in the morning when we are starting our day.

Supervisor Staelin clarified that they would be allowing the average person to come and drop off their dog. He noted that some times the applicant had said everybody would be getting picked up or dropped off in your vehicles and sometimes not and he said he was trying to understand what your model is.

Gina Schaecher responded that her model would be if you were approved for services for that dog then you would have to be approved for us to come. So, I would know that you were coming that morning and at what time you were coming. It would not be a situation where we said to a guardian, "okay, we'd love to help you with your dog during the day"; and that person could just show up unannounced any day and demand services. We are by appointment only. That pertains to boarding, day care and with respect to any rescue animals.

Supervisor McKay commented that she used the word guardian and he was suspicious about word usage. He asked what separates a dog guardian from a dog owner.

Gina Schaecher responded it is the term I prefer to use.

Supervisor McKay requested clarification.

Gina Schaecher responded the term I prefer to use. I am talking about the human animal that is responsible for that animal, that dog.

Supervisor McKay clarified that the guardian is the owner of the dog.

Gina Schaecher responded would be the legal owner of the dog. Yes.

Vice Chairman Weiss commented that he assumed it was a term of the industry.

Gina Schaecher responded rescue industry.

Supervisor Byrd asked if she was correct that Great Pyrenees are known as guardian dogs, nocturnal, and used to kill bears, wolves, coyotes, other marauding dogs, etc. to protect sheep or goats.

Gina Schaecher responded livestock guardian dogs, yes, that is an accurate description.

Supervisor Byrd asked to clarify that Great Pyrenees were not herding dogs.

Gina Schaecher responded that is correct.

Supervisor Byrd commented that Great Pyrenees do not like herding dogs because they chase livestock.

Gina Schaecher responded that actually, she would not agree with that because when working with a flock she had seen situations where herding dogs and livestock guardian dogs worked together beautifully. But, a livestock guardian dog is doing its job most of the time it is turned out with the flock in the evening to protect from predators. Our dogs, on our property, are not left out overnight. The only exception was when we had lambs. Our dogs will be with the sheep during the day. Our sheep are brought up to be near the house in the evening and the dogs are brought in so they don't bark at night. The kennel dogs would not be left out overnight.

Supervisor Staelin asked how many trips per day were expected from the pick-up and drop-off of day care dogs.

Gina Schaecher responded when we tested our model, we used our van; and it was one trip meaning that we would pick up several dogs in our van. Those day care dogs would be brought back; and the reason why we were able to control those trips was we worked in an area. We had folks that were in the District of Columbia that wanted to provide services for their dogs so we would go pick them up in the District of Columbia. They would stay for the day and those dogs were brought back in our vans. I think that is the only way that it would work for use would be to coordinate geographic areas. So, we would have a van or two. Now, there may be a situation where someone is going to call and ask can I bring my dog; and if we approved it, we would allow that guardian to bring that dog for the day.

Vice Chairman Weiss asked the applicant to clarify that her previous model did have private drop off.

Gina Schaecher responded it did; it just didn't, just that many people really didn't want to do it. We were able to coordinate and just do pick up. The folks that use the service like the pickup.

Vice Chairman Weiss clarified that the majority in the other model you picked up and delivered.

Gina Schaecher responded that's right. Because we were small scale that is basically the way we had to work it.

Chairman Hobert asked why the applicant would think that the model that worked in and for clients in the District of Columbia would be applicable where you have the facility in a more rural community.

Gina Schaecher responded that she thought that the nature of our clients that are going to be pay-for-service clients is going to remain generally the same. It is people that are in an

urban area that for whatever reason need more training and assistance or space with their dog.

Chairman Hobert said that he understood that the client might have the same kind of needs but he was confused as to why she would think that you would have a model that would rely so extensively on picking up of animals and bringing them to the site as opposed to people driving to the site.

Gina Schaecher responded that because they were by appointment, they were able to coordinate; so, they offer the services. She said that it had just been, in her experience, it has been what most people have liked and wanted because they work.

Chairman Hobert asked if she thought the guardians would still be in urbanized areas.

Gina Schaecher responded some will be yes. She said she thought that there would be others out here that will want the service. She said we would prefer to be able to coordinate, what they have done in other places, at a local business. We meet at that business, often times a dog-related business, which is good for them and good for us. That is where we meet as a point of picking up of dogs. We have also gone to guardians homes.

Supervisor Byrd informed Mrs. Schaecher that the Animal Shelter had a grinder pump to address hair problems before entering the sewer. She asked what the applicant had to address hair problems and to prevent clogs.

Gina Schaecher responded no, the whole reason for the holding tanks is the hair concern. So, it is going to go to the holding tank, which is contained. It never touches the ground.

Supervisor Byrd advised that hair can clog up the pipes and we have had to clean them out several times.

Gina Schaecher responded, yes, and they would have filters.

Vice Chairman Weiss clarified that when Supervisor Byrd uses "we" she meant the County's Animal Shelter.

Gina Schaecher responded that she understood.

Supervisor Byrd asked if she would be selling things at fundraising events to make money for the people for whom the money was being raised.

Gina Schaecher responded right. When she has had these in the past at her farm, there have been vendors that have offered dog-related items. Yes, typically, what the vendors have done is donated a portion of the proceeds from that day to the charitable organization.

Supervisor Byrd, noting that Mrs. Schaecher spoke about youth working at her shelter, asked if she had any age regulations or age limits. She advised that the County and state have regulations specific to children working in shelters. She also explained that insurance was necessary should there be an incident.

Gina Schaecher responded that they would not have any children providing services for the kennel. She said they would have educational opportunities but they would not actually be providing services for the kennel.

Supervisor Byrd asked for clarification that Mrs. Schaecher was planning to have 4-H children volunteering.

Gina Schaecher responded right but they would not be working. So, she thought it was a different situation because they are not using volunteer labor at all. But, if somebody asked a group, said we wanted to have, say for instance, a seminar on grooming, so those kids came and we had a safe group of dogs where they could practice brushing out a dog; that is the type of educational where the benefit would be the dogs are getting groomed and learning to be accepting of grooming but she is not requiring it as a part of the services they are going to provide to people that she have children that are going to groom dogs. I would not be relying upon that.

Supervisor Byrd clarified that they would be specifically clients and not there to volunteer helping out with the shelter.

Gina Schaecher responded that what she would like to do is to get volunteer opportunities so that children can receive community service hours.

Supervisor Byrd asked again if Mrs. Schaecher had an age regulation.

Gina Schaecher restated, do I have an age regulation, no, the only. . .

Supervisor Byrd asked if this was covered by her insurance.

Gina Schaecher responded that volunteer services are covered by her insurance, yes.

Supervisor Byrd asked if she required all dogs that come to the facility have all their inoculations.

Gina Schaecher responded yes that they have an intake form and they do require veterinary records to demonstrate that the dog is up to date on all required vaccines. She said they required bordetella, as well, as one of them.

Supervisor Byrd thanked Mrs. Schaecher.

Supervisor McKay returned to the subject of the holding tank. He asked what provision was in the tank to prevent hair and solids, the solids fall to the bottom and the hair and crap floats on top. He said he had a lot of experience with this; and asked how they were going to clean out the stuff that settles to the bottom. He also asked how they would prevent, if they had two tanks, they would have to have a pipe between the two. He asked how they would keep the pipe from becoming stopped up with the layer of the stuff that settles on top. He stated that it would get stopped up; and in fact, that was why cattle systems have grinders and pumping under pressure; and still, they have to be maintained. He asked how the applicant proposed to solve those problems.

Gina Schaecher responded that she would have Jim Slusser answer. She said there was one thing she wanted to remind everyone is that solids are not entering the system at all.

Supervisor McKay questioned this statement.

Gina Schaecher responded solids, solid waste. She said solid waste was going to be picked up and containerized.

Supervisor McKay stated that she would have some solids that would settle to the bottom; it just happens from wash water, from washing walls, etc.

Gina Schaecher responded that she was sorry; she was meaning solid waste products.

Supervisor McKay explained that she would have some solids try as she might. He commented that she would find things in there that she would have no idea where they came from.

James Slusser responded that as far as the design standard, Supervisor McKay had kind of answered his own question. He said that they could have a baffle, or table has as we call it; and you are going to have stratification in the tank. You are going to have floatables and solubles that will float and you will have settlers. The idea is that the first tank, as far as cleaning the bottom to get the solids out, that is truly of the task of the pumper. Again, this is no different than having your home or residential tank cleaned. That is up to their contractor when they come out. Obviously, you pump it down; they clean it. They have standards by which they go. He said that he would not perceive this as a concern. But, as far as the hair and the solids, it would function no different. He said you put a baffle in the tank and the idea is to have the baffle in the middle of the good clear liquid zone.

Supervisor McKay commented that the problem you have is the crud floating on top and the solids on the bottom eventually meet in the middle.

James Slusser responded that that would be years down the pipeline for that to happen.

Supervisor McKay responded that it does happen.

James Slusser responded if they were looking at a pump interval, having it maintained on a monthly basis, from past experience, he could not see building that capacity for the size of tanks. He said he didn't know what the Board's experience was or the tanks they have used; but, again, you are not talking a typical 1,000 or 1,200-gallon tank. You are talking tanks whether it be 5,000, 6,000 or 7,000-gallon range. It is up there in scope.

Supervisor McKay said he thought that at the Planning Commission they were talking about 800-gallon tank or 1,250. He said if you look on the site plan it looked like the tank for the dog waste is the same size as the septic tank, which is 1,250 gallons.

James Slusser responded yes sir and that was on their place, "Correct me if I am wrong Gina," at the request of either the local Planning Commission, Mr. Russell or the Health Department. They did not have any specs on the tank; and in order to get the plans in, they had to identify what they were going to use. So, it was my understanding, that yes, the site engineer just placed a 1,200/1,250 gallon tank on there.

Supervisor McKay clarified that we have nothing that says how large the tank will be.

James Slusser responded not at this time.

Vice Chairman Weiss said but your comment is that you think that two 5,000-gallon tanks are appropriate. Is that what you just said?

James Slusser responded that it depends on what the intention of, originally, the Planning Committee and this Board felt. There has been insistence upon additional protection or security and the issue there is it just depends on how much protection you feel comfortable with. Maybe, there is not a level we can reach. I mean, if we want to go 10,000-gallon tanks, we can go 10,000. I mean, they make them. We can go 20,000-gallon tanks; but the idea is to help everything in perspective. Accomplished goals protect public health, safety and welfare and allow the operation to function at a normal level.

Vice Chairman Weiss asked if he was anticipating buried tanks.

James Slusser responded yes sir.

Supervisor Staelin asked if all the doors, windows and other possible openings like skylights and so on would be kept closed at all times.

Mike Williams responded that the building was going to be an 8-inch solid concrete structure with glass blocks. The glass blocks do have a small panel that can be opened for ventilation; but, we have agreed to keep the windows and doors closed during the operations. I don't know if we will ever have a chance to use the little opening windows because we've agreed to the Planning Commission to not leave doors and windows open. Maybe when all the dogs are out and are cleaning, we may leave something open for ventilation; but, the doors are going to be insulated steel doors. The building is going to be

solid concrete. You are not going to be able to hear the dogs on the other side of the building when everything is closed up and the dogs are inside.

Supervisor Staelin commented that it had been previously said there would not be more than 12 dogs outside so you would never have all the dogs outside unless you only had 12 or fewer in the kennel.

Gina Schaecher responded there could potentially or we could be empty opening for ventilation and cleaning something like that.

Supervisor Staelin said at the Planning Commission, it indicated the building materials would be made consistent with the chart presented by the applicant. It indicated if 24 large, loud dogs were all barking in the building at the same time, the noise would only be 30 dB of sound as measured at the closest property line. Are you committing to your materials meeting that standard?

Mike Williams responded yes sir. He said the building has an STC of about 30, which means whatever noises are inside it is going to drop by 30 dB from outside. So, if it was 60 outside, it is going to be 30, I'm sorry, if it is 60 inside, it is going to be 30 outside; and then, you go the 500 or 1,000 or 1,500 feet from the property line you will have that reduction value as well.

Supervisor Staelin asked if the training classes that are being held for the humans be held entirely inside the building?

Gina Schaecher responded that she would anticipate using outside training yards if the weather was conducive.

Supervisor Staelin asked if the classes were one-day events or is a class like every Thursday night for six weeks? What is a class?

Gina Schaecher responded that what she has done before is had, for instance, a training class for people that had young dogs that were already in our program and they wanted to work in a group setting. So, we could have that either in a training yard or in the inside. In the plan for the facility itself, there is an open space on one end of the building; so, it is an open space that could either be play area or training classes. We would anticipate that those classes would be a weekly meeting for an identified period of time.

Supervisor McKay said that he did not think people in the back could hear Mrs. Schaecher very well. He asked if the training classes would be held on the weekends or would they be during the week or in the evenings.

Gina Schaecher responded she guessed it would depend. She said she did not have a training class set up and she didn't have anything scheduled.

Supervisor McKay asked her to repeat.

Gina Schaecher responded she didn't have anything scheduled currently. If that was a concern and there needed to be conditions placed on it, we are happy to agree to what works for people.

Supervisor Staelin asked Mrs. Schaecher how many class days she expected to have during the year.

Gina Schaecher responded that they had not done a lot of classes in the past. So, usually, what she has seen at other places and what I know we have thought about here, would be, it would go for a number of weeks – three or four weeks – one visit a week.

Supervisor Staelin asked in terms of the whole facility for a year, how many class days would you expect to have?

Gina Schaecher responded you know, I don't know. As I stand here and have to think about what we could potentially offer, what would be reasonable? I guess, I don't know that the demand is such that if they would require it. If there would be no interest, we wouldn't propose it.

Supervisor Staelin asked how many people she would see as the maximum number of people in the class.

Gina Schaecher responded if we were to do classes, she thought that we would probably be limiting to under a dozen people at the most.

Supervisor Staelin said that there had been some talk of fund raising events last time. He asked how many fund raising events was she looking to have because she had requested one thing and at the Planning Commission stated another. What are you looking to have?

Gina Schaecher responded that she thought previously she had requested two and later on made a mention of three. It would be great if we could have three. But, if it is a condition that we only have two, that would be fine with us. We think it helps our mission if we are able to do that. It is just something we'd like to be able to offer. We have done them in the past on our existing farm and if we could continue to do so. So, I don't want that to be something that is a concern or makes people uncomfortable. We are flexible with respect to that.

Supervisor Staelin continued that Mrs. Schaecher had said that all the dogs would be on leashes at all times unless they are in the kennel or in the fenced in yards including events.

Gina Schaecher responded yes, that is correct. In the past, when we have had events at our farm, the dogs are on leashes. At our farm, we have a fenced pond area; and dogs are allowed to swim in groups. That would not be the situation here.

Supervisor Staelin said that he thought she had stated that no dog, other than her three personal pets, and those involved in events – two or three times per year, would be permitted outside the buildings or those fenced in areas surrounding the buildings. He asked if he was correct, that if a neighbor were to look over and see dogs outside that area, other than on event days and other than the personal pets, would she consider it a violation of the special use permit?

Gina Schaecher responded that she understood that a condition that had been placed, that had been suggested, is that dogs that are attending the facility would only be in the kennel facility and the exercise runs other than being transported on a leash, yes, we are agreeable to that.

Supervisor Staelin said that he understood the leash issue. He asked if a neighbor were to look over the fence and see, and it is not an event day and it is not you or your husband with your personal dogs, people and dogs, would you consider yourself in violation of the special use permit?

Gina Schaecher responded that she would have to say under those circumstances, yes.

Supervisor Byrd asked if they would have a perimeter fence around the property noting that an active dog can jump four or five feet. She asked if there would be an open wire fence or something around the outside of your property just encase, to slow the dog down before going onto a neighbors' property.

Gina Schaecher responded that eventually. That is what the perimeter fence is to use as a buffer.

Supervisor Byrd noted that it was just right around the six-foot fence.

Gina Schaecher responded we have a buffered zone outside of it so a dog would have to actually evade a human, be able to get over or under a six-foot fence, and then, also run a buffered area, then, escape over a four-foot fence.

Supervisor Byrd asked if a dog gets out of a six-foot fence what would stop it from getting out of a four-foot fence.

Gina Schaecher responded we would.

Mike Williams responded that he thought one of the reasons they had the secondary fence is we have a 80-foot buffer, he believed, that is large enough that if the dog should evade a human and climb a 6-foot fence while being supervised, he would not be motivated to go

at a bee line to the nearest fence. He would have acres this way and acres this way and he would be contained. He said that his experience is that the dogs do not seek out fences to go climb.

Gina Schaecher responded that eventually we would like to fence the entire property because she thought that part of their farm plan is to incorporate some animals as well. Therefore, that would be part of our long-term plan. As the site plan is submitted today, she does not have perimeter fencing around the entire area.

Supervisor Staelin asked for the maximum number of people and the maximum number of dogs they would see at an event.

Gina Schaecher responded that she thought what they said last time in our experience we have had like 75 to 100 people maximum throughout a several hour period throughout a day. But, I don't see that we would have events larger than that; and like I said, I am not, we are not, really, we are flexible on whatever event conditions would want to be placed on us. It is not our main function.

Supervisor Staelin asked the number of dogs at an event.

Gina Schaecher responded that she guessed you could assume two people per dog is generally what shows up.

Mike Williams responded but we don't allow more than one person to have more than one dog.

Gina Schaecher responded that is right.

Mike Williams continued because we want them to keep their dogs under control. So, if there are two people, we have actually turned them away if they show with three dogs.

Gina Schaecher continued in the past, when we have done these on our farm in Loudoun, we have had to apply for a special event permit and had to, and stayed with the restrictions would be, and we would expect to be held to those.

Supervisor Staelin asked Mrs. Schaecher to describe the average day. He noted that she had mentioned earlier that people and employees arrive at 7.

Gina Schaecher responded that how it has worked in the past, for instance, I have a resident manager and my father that would be living in the house. So, my sister, as the resident manager, would probably take a van to go make the run to pick up day care dogs. During that period of time, while she is gone, then, another person would come then to fill that void to make sure there is always two people on property for those dogs. We have staffed in the past depending on how many dogs. If there are only so many dogs, I am not going to have people coming to work for those days. So, it depends on who is scheduled

for that day. The average day would be that there be a combination, so, if we have 10 runs, you would have, arguable, let's say, half and half, half boarding dogs and half day care dogs, if they were both there during the day, they would all be organized into social groups and rotated through stations throughout the day. Day care dogs would then be taken home by our transportation or otherwise picked up. Boarding dogs would be staying over. The other side of the kennel would be intake for rescue dogs. So, we would have handlers that would be working with intake, assessment, and training programs for rescue dogs.

Supervisor Staelin asked after the dogs finish eating and you have brought the other dogs in, how does it all work then, until they go home? What would be the schedule of events?

Gina Schaecher asked for the evening then?

Supervisor Staelin responded after they have eaten in the morning and you have brought all the dogs in between 7 am and 8 am, what happens then?

Gina Schaecher responded then the dogs are organized into social groups; and then, they would be taken through various stations. So, they would either have free play inside or outside with a handler or then rotated to a station perhaps that would be working on agility skills, where they would have agility equipment that they could be trained on. We would have another station that would be promoting, probably, obedience or rally skills, typically dog obedience training where they would be working in a group with a trainer. We could do scent work in another area outside where we would be placing scent letting those dogs find scented objects. Anything to enhance or to stimulate their environment. Then, they would go inside for a rest break, probably a treat, have some water, let them relax to keep the energy down, and then, taken back out to rotate through the stations. They do that throughout the day until it would be the evening feeding time; and before that, typically, day care dogs are taken out to be taken home. The boarding dogs are put in their kennels given a rest break before they would eat. They would stay in there for a rest break after eating; and then, they would be taken out in small groups in order to relieve themselves, and back inside.

Supervisor Staelin asked if they would continue to provide dog-related services at their current location.

Gina Schaecher responded yes and we are planning on expanding, actually, we are in the process of doing that when we learned of this property. We would probably work to do special cases, geriatrics and other special cases at our current property.

Supervisor Staelin said that she had stated on her website and written materials that they would not be open to the general public. He noted that it stated by appointment only and he saw that as currently the case with her website. He said that at this time her marketing tag is, "Where dogs can be dogs" and all the pictures she has depict dogs with no leashes playing in open areas. He said her current website talks about a pond and wondering

around 23 fenced in acres, swimming and so on. He continued that her current website invites people to have private parties or events at the farm. He asked if she thought these sorts of activities would be allowed on the parcel in Clarke.

Gina Schaecher responded that she was not proposed that those types of activities if they are outside the stated narrative that we provided. We are not looking to do those types of activities on this property.

Supervisor Byrd noted that on the applicant's current website they were offering goats for herding. She asked if anything had ever had attack her goats.

Gina Schaecher responded no, we have not. She said our experience, I'm not a herding trainer, my experience has been with livestock guardian dogs. So, typically, our goats have, and we no longer have our goats, unfortunately, we were very unlucky. I think we have the most expensive goats ever.

Supervisor Byrd asked if she had lost all her goats.

Gina Schaecher responded that they only had two goats at the time. She said they now have a flock of sheep.

Supervisor McKay opined that he did not believe the people at the back of the room could hear.

Gina Schaecher said that she didn't believe the microphone was working.

Several Supervisors stated that the microphone did work but you had to stand very close to it and talk directly it.

Gina Schaecher responded that right now, we have a flock of sheep and what we do with our sheep is we test livestock guardian dogs with our sheep. We do a similar thing; eventually we will have chickens, so we can test livestock guardian dogs with chickens. She said she was not proposing that at the new spot but we do it at our current location.

Supervisor McKay asked if she would anticipate that in the future guardian dogs with the sheep and with the chickens.

Gina Schaecher responded on my current property in Loudoun County. I am not proposing that for the new property.

Supervisor McKay clarified that they were not proposing that for here.

Vice Chairman Weiss commented that in their narrative and their comments today they talked of lots of things they would like to do. He asked her to describe the core activities. He said he was basing his question on the intensity of the use, 40 dogs and the other

things mentioned, opining that it was quite high for Clarke County. He said it would be helpful to him if the applicant could clarify their real mission.

Gina Schaecher responded that their core mission was to provide boarding and day care services, which allows us to work with dogs throughout the day; and that fuels the rescue effort. Those are our core services. We want to be able to serve people that are adoptive guardians that have problems with their existing dogs or need an outlet for their existing dogs or need training throughout the day. We refer to that as rehabilitation services for whatever reason a dog needs something; so, hence, the motto, "where dogs can be dogs." We have found if let them have the outlet where they have a place to run they are physically and mentally stimulated we have a dog that is more receptive to training and better able to control itself. That is our mission with respect to training. We have worked with rescue guardians to provide those services in the past. Our model would then be to use the payment for those services to fuel the rescue side, which is to provide the same types of services, rehabilitation services, for rescue dogs so it makes them more adoptable and easier to be placed in forever homes. That is our core work. The events and classes, things that we think are beneficial for the community and also for outreach in educating kids and adults about animals, so, we like to be able to do those but it is not our core.

Vice Chairman Weiss summarized that those other activities could be done at other sites as you have probably done now or are doing now.

Gina Schaecher responded we invite that. We would love to have businesses that want to work and partner with us because I think it gives us greater exposure as well. It is a lot of fun for people. We do rescue events at other sites. We have done training events at other sites. Yes.

Vice Chairman Weiss said that he believed part of the problem with the site was the access to it at the end of the road. The problem is with private drop off and these other types of events that are problematic for us and, particularly, for the neighbors. He opined that he believed a limitation on the scope would be good.

Gina Schaecher responded I know you have a question and we would also like to be able to respond as well.

Supervisor McKay said he understood the applicant had talked with VDOT about accessing the site from another point other than Bellevue Lane. He stated that he believed they were proposing accessing through the field; and if he remembered correctly, this same access point was denied in the original application for the subdivision. He asked what VDOT had indicated it would allow them to do there.

Gina Schaecher responded that they met with VDOT last week and Michael could speak to that directly.

Mike Williams responded that we had requested permission to use that front entrance. We listened to the neighbors' concerns and we feel there will be additional traffic on Bellevue Lane no matter what gets built there, whether it be two houses, a kennel or a horse barn. So, to help alleviate that concern, we met VDOT out there; and they said there is more than enough site line. The driveways are not too far apart. They actually provided us a copy of the plans and the site plans. So, we have the revised entrance if we need to do that. It is a little more work on our part but it would enable us not to drive on Bellevue Lane at all if we put in this additional access. VDOT, I met with them. This is their plans for the commercial entrance that would be the biggest hurdle on our behalf because we would have to pay for a commercial entrance. But, they said the site plan and the turning distance and the stop distance, there is no problem with that. So, they have no problem with us putting that new drive lane in from Route 723. Would you like a copy of the plans? [Mr. Williams provided copies for the record of a document titled, "*Alternative Entrance Plan Happy Tails Boyce Clarke County, Virginia*" by Jordan Land Design LLC 18267 Channel Ridge Court, Leesburg, Virginia 20176 dated 03/14/14 Sheet 4 of 8.]

Mike Williams continued here is a conceptual drawing where the road is coming off of Route 723 here. We would come up and we could avoid, we'll have to put in a, basically, a small bridge to cross the creek; but, we actually have engineered drawings for that so that is not a problem for us.

Vice Chairman Weiss asked if he would respond to his overall question about events being an onsite and offsite use such for your mission.

Gina Schaecher responded I guess I hear you stating a concern. I don't, maybe you could rephrase so I know exactly what you are . . .

Vice Chairman Weiss responded that it went to the point of what things are you willing not to do in order to still do your core mission.

Gina Schaecher responded special events we could remove from that site if that is a concern for folks. We could do those on our existing property. Training classes we could do on our existing property if you would like, if it is necessary.

Chairman Hobert asked if there were other comments. He asked if he was correct that there was no question in the applicant's mind that this is a commercial enterprise.

Gina Schaecher responded part of it, yes. It is a pay-for-service enterprise to fund the rescue, yes.

Chairman Hobert asked what her understanding of how a commercial enterprise could be permitted where there is a property that has an easement that prohibits commercial enterprises except as specifically stated. He asked her to explain where her enterprise might fall in the exceptions to that section.

Gina Schaecher asked if he was referring to the conservation easement.

Chairman Hobert responded in the affirmative.

Gina Schaecher responded which is why we asked for the letter to allow us within that because our venture is to fund the rescue effort. They have also, as I understand; VOF has adopted a larger definition of agricultural activity as well.

Chairman Hobert clarified that her response was that she believed that because it is a non-profit oriented enterprise in part and because it is related to agriculture that VOF believed it was appropriate to allow it and not to consider it as a violation of the easement.

Gina Schaecher responded I am not going to speak on behalf of VOF. I will give you my interpretation of what I think; and then, I would rely on the letter provided by VOF. [*For ease of reference, staff inserted the referenced letter below.*]

VIRGINIA OUTDOOR FOUNDATION

September 6, 2013

Mr. Carl Hales
P.O. Box 3625
Winchester, Virginia 22604
By email: carlh@mrisc.com

Re: VOF Open-Space Easement # CLA - VOF- 1630

Dear Mr. Hales:

As you are aware, in March 2013, the Virginia Outdoors Foundation reviewed the request of your potential buyers to have a dog kennel on the 91-acre parcel of the easement property. Yesterday, Jesse Russell, Clarke County Zoning Administrator requested a written response as to whether the proposed kennel complies with the VOF open-space easement governing the property. According to Mr. Russell's email dated 9/4/2013 and the documents submitted to the County by the prospective buyer, the kennel building will be 3,200 sq. ft. in ground area and will have a one bedroom apartment on the 2nd floor. The exercise and training areas will be fenced areas that do not require outdoor kennels. A proposed sign of 4 ft. by 4 ft. to describe the kennel operation and located on a post at Rt. 723.

The easement on the property contains the following relevant provisions, which provide, in part:

"2. Signs . . . No such sign shall exceed nine square feet in size".

"4a. Riparian Buffer. There shall be no plowing, cultivation, or similar earth disturbing activity within 35 feet of each bank of the tributaries that flow through the Property. "

"6. Building and structures: No permanent or temporary building or structure shall be built or maintained on the Property other than: (i) two single family dwellings ... and non-residential outbuildings or structures ... (ii) two secondary dwellings not to exceed 600 sq. ft. of livable space and non-residential outbuildings or structures ... (iii) farm building or structures, provided that farm buildings or structures exceeding 4, 500 sq. ft. in ground area may not be constructed on the Property unless prior written approval for said building or structure is obtained in writing from Grantee ... "

7. Industrial or Commercial Activities: ... other than the following are prohibited: (i) agriculture, viticulture, aquaculture, silviculture, horticulture, and equine activities, ...

This letter is to advise you that VOF approves the kennel and apartment as described above as one of two allowed dwellings (identified as either the single family dwelling if over 600 sq. ft. in living area or the secondary dwelling if under 600 sq. ft. in living area) on this parcel of the easement and a farm building of less than 4,500 sq. ft. in ground area. As far as the operation of the kennel itself, VOF has taken a broad view of activities allowed under commercial agricultural uses. Livestock on farms may include a variety of animals and the boarding or breeding of dogs is an acceptable and compatible use.

However, the proposed sign of 16 sq. ft. is bigger than the allowed maximum (9 sq. ft.) under the easement and must be downsized accordingly. In addition, please remember that there are riparian buffers that must be maintained on the property as outlined in the Special Conditions Map provided with your 2012 Stewardship Field Report.

Please remember that the VOF easement does not permit any use of the property that is otherwise prohibited by federal, state, or local law or regulation. If you have any questions or concerns, please do not hesitate to contact me at (540) 347-7727 ext. 229 or by e-mail at erichardson@vofonline.org

Sincerely,
Erika Richardson
Stewardship Manager

Gina Schaecher continued the other point I would make is this is a very small portion of the overall plan for this particular property that we are talking approximately 2 to 3 acres of a 91-acre property. The vast majority is going to be farmed so that is part of our plan as well.

Chairman Hobert stated that he was asking for the applicant's interpretation and why she believed that conservation easement does not prohibit a commercial enterprise in the middle of the 91-acre parcel.

Gina Schaecher responded I would say, for exactly the reason I just said, is that the pay-for-services are going to fund the rescue not-for-profit organizations to provide services for charitable organizations; and that also, it is a very small part of the overall plan for that parcel that the primary use on that parcel is agriculture.

Supervisor McKay asked what kind of agricultural uses were being considered. He said that he believed he had heard that the applicant was thinking about doing community agriculture.

Gina Schaecher responded we have been in discussion with some local farmers that wanted to lease the property for crops. So, we have been in negotiations ...think about whether we can have it leased and initially farm for crops.

Supervisor McKay recapped that it would not be for activities like local pick your own, community garden sort of agriculture, which would increase the traffic and the intensity. He asked if she was talking about field crops.

Gina Schaecher responded that currently, she thought earlier they had talked about the possibility of trying to have a children's garden, a small children's garden as an educational opportunity. We did speak at the 4-H Club last week and one of the leaders from the Future Farmers of America was there. We did say if there are ways we can work together, we would like to talk to you about that. But, we are planning to prepare a farm plan to actually farm the property. It has been in corn in the past years. We think that there are areas that would be probably more conducive to animals because of either the rockiness or in the particular area. We have had a couple of consultants come out but that is the primary use for the property is that we want to restore it to an active farm.

Supervisor McKay thanked Mrs. Schaecher.

Chairman Hobert called for questions.

Gina Schaecher responded we do have some supplemental information if we may. We were hoping to cover a little of this at a site visit; but, because the weather didn't cooperate, if we could submit some additional information, we would appreciate it.

Gina Schaecher and Mike Williams distributed several maps.

Chairman Hobert asked Mrs. Schaecher if she would like to elaborate upon what the maps show.

Gina Schaecher responded yes.

Mike Williams responded yes. He said one of the issues that has been brought up multiple times, and I just wanted to clarify, that this property does not belong in this residential neighborhood. I've printed off a map from the Clarke County mapping system. This is our property with a black arrow in the middle. As you can see, every single property around us is zoned agricultural. You have to go all the way into Boyce to get into any residential property. If I could submit that. [Mr. Williams provided for the record a document described as mapsonline.net – layers County Zoning, Towns]

Mike Williams continued I just want to clarify that.

Mike Williams continued the other issue I would like to submit is we have pulled some additional information off the Clarke County mapping system and we kind of randomly selected kennel facilities here in the County. It has been said we are going to have a detrimental effect on 50 plus properties that are within a mile of our property and I thought that may be true. But, when we compared it to the other properties in the County, our density surrounding us is the lowest of any of the kennels in the entire county. So, what I have done is, I have downloaded the information from the Clarke County mapping system. And the Ashby Gap Kennel within one mile has 156 properties within one mile compared to our 50 properties within one mile. The Sta-Can Kennel affects 107 parcels; and as you can see, and I am going to give this to you, many of those counties are in West Virginia. So, this number would actually be at a higher density; but, we did not include any West Virginia counties. The Clarke County Shelter has 482 properties within one mile – one mile of the kennel. The Green Step Kennel has 1,761 properties within one mile of the kennel. The Blue Ridge Hunt, which is the most remote of the properties, has 109 properties within one mile of the kennel; and I will remind you that ours is somewhere in the neighborhood of 50 or 51. So, I am going to submit these to you as well. [Mike Williams provided for the record documents described as: Ashby Gap Kennel Affected Parcels; Sta-Can Kennels Affected Parcels; Clarke County Animal Shelter Affected Parcels; Green Step Kennel Affected Parcels; Blue Ridge Hunt Kennel Affected Parcels.]

Supervisor Byrd said she understood that the applicant made two requests for kennels in Loudoun County and asked what happened to the two requests noting that she knew they had not been granted.

Gina Schaecher responded that's not correct. We have never been denied a request for a kennel application.

Supervisor Byrd commented that they did not go through.

Gina Schaecher responded well, they were withdrawn by the applicant, which was us. The first one being that it was a small test that we were running at our property. There were some restrictive covenants at that time that were brought up; and since that time, reached agreement by the neighbors. My neighbors and I have agreed; and, I know hold a license, as recorded in land records that allows us to conduct kennel activities on our property for as long as we own that property. The second application we submitted had to do with a property in Leesburg. It was across the street from the landfill and we had one of several properties that we wanted to have under option. We had one property that was under contract and we were in the process of negotiating options on the other contracts. The one parcel we had under contract, I think, was 12 to 13 acres. We wanted more space. We thought across the street from the landfill would be a good location, that neighbors would not object to that. As we were moving forward in the process, we ran into hurdles in negotiating options with the other neighbors; and therefore, determined that site would be

inappropriate because of the size of the single property. That application was withdrawn as well.

Supervisor Byrd requested clarification that the application was for 50 dogs.

Gina Schaecher responded the original application, yes. She said the only other items we have is . . . [Mrs. Schaecher speaking to Mike Williams asked, "did you send them this?" Mike Williams responded, "no."]

Mike Williams addressed the Supervisors stating the last bit of information I would like to submit is a, it has been said many times in this room, that this is a very quiet little neighborhood; and, these dogs are going to be extremely loud. Our sound study, which we submitted, show clearly, by far, the loudest noise recorded at the engineering study was airplanes. So, I've got a map that I would like to submit that shows that our property is directly in line, approximately three miles, from the end of the Winchester Airport. When I was out there the other day, there was a jet actually circling, preparing to land right over our properties; and that was quite loud. As I understand from my call to Winchester Airport, 80 to 100 planes land there a day; and as you can see in this picture, the Winchester Airport, you can draw a direct line. Comes right over our property. Also, this black line represents the power lines that also cross through our properties. So, I would think that would have to have effects on the properties far greater than what our kennel property would do to the neighborhood. So, I would just like to submit that so the Board can see that we are cross hair of undesirable conditions meaning the airplanes taking off and landing over our property and the high power lines over our property. When I did the studies, the airport has about 5% average cost reduction in value of properties; and power lines the studies have shown about a 6.3% reduction in property values. So, I would argue, I would submit that these two conditions, which have a cross hair right on top of our property, would be more controlling than any property values that would be affected by a few dogs barking. [Mike Williams provided for the record a document described as Map Winchester Regional Airport Flight Path.]

Gina Schaecher added then you'll need other materials that we have today as I thought there might have been some issue with forwarding the March 16 letter with respect to our response to Ms. Peake's letter because of the size of the file.

Chairman Hobert responded that the letter had been distributed to the Board of Supervisors today.

Gina Schaecher continued so that did make it, as well as my March 10th letter to Mr. Ash.

Chairman Hobert responded with the attachments.

Gina Schaecher responded with the attachments, very good. Thank you.

Chairman Hobert called for any other questions.

Vice Chairman Weiss said that he had one more question and the applicant did not need to answer. He said that they were proposing to move into an area where the neighbors did not want them. He asked what they would do about the problem if they did get to move into the area.

Gina Schaecher responded well, we continue to look for ways. I actually have contacted at least, well, I've contacted Mr. De Arment as we have gone through this process. Initially, we invited the neighbors to the property. We have made ourselves available. While we have been going through this process, I did actually contact Mr. De Arment, as he is the owner of the property right across from us; and they have been vocal in the opposition; and asked what is it we can do. I wasn't given any suggestions; but, what I will say, is that we are committed to being good neighbors. And we would also say that given the opportunity we would prove it that we will be good neighbors. With respect to the VDOT work that we just did, we decided to do that in a response to give an alternative to be a condition placed on it that we use that entrance versus Bellevue Lane. We continue to try to look for ways to be good neighbors, to be accepted within the community, and will continue to do so. We would submit that if afforded this opportunity we will prove that we're good neighbors, that their fears won't come to fruition, and that we'll all be able to live together peacefully – that's what we would want as well.

Chairman Hobert stated that he did not believe there were any other questions at this time and thanked the applicant for their time and attendance at the meeting. He noted that the Board might still want to visit the property; and, if so, they would let her know.

Gina Schaecher responded that they were always welcome by invitation.

Supervisor Staelin noted that the Board had the letter from Mrs. Peake and had seen the values. He drew the Boards' attention to the document listing assessed value of affected parcels. He explained to the Board that he had broken it down to the components to the loss in net value that would be experienced for the landowner at 15% and 25% based on land improvements total. He put forth that if the Board looked only at the adjoining properties it would be between \$300,000 and \$500,000 just for the improvements alone on loss of value, which the Board must take into consideration.

Supervisor Staelin provided to the Board copies of his written request to Donna Peake, Commissioner of the Revenue, and her response.

March 7, 2014

Dear Ms. Peake

I received your letter dated February 18, 2014. In it you state that the proposed kennel would reduce property assessments on 50+ I- parcels by 15% to 25%.

I have a few questions and ask that you clarify your letter.

Board of Supervisors Meeting Minutes For March 18, 2014 – Regular Meeting

1. Do you or any of your family own property near the proposed kennel site?
2. Did you discuss the proposed kennel with the County's outside assessor before making your statement?
3. If the answer to #2 is yes:
 - a. Did the outside assessor actively participate in setting the 15% to 25% range mentioned in your letter?
 - b. Am I correct in assuming that you expect that both his and your recommendation will be to reduce the assessed values of 50+ I- properties near the proposed kennel by 15% to 25% in the next reassessment if the proposed kennel is approved as currently requested?
4. Do you and the outside assessor use the same 15% to 25% range when assessing parcels near all the kennels in the County or is this range of loss specific to the attributes and location of the proposed kennel?
5. If the figures are site specific, is it possible that range of loss could be zero to close to zero for parcels neighboring some sort of kennel? That is, can you envision that there is an AOCIFOC location in the County where a kennel of some design and limited intensity of use would have limited if any impact on neighboring property values?
6. If the answer to #5 is yes, what kennel characteristics (size of operation, location, amount of natural buffers, distance from neighbors, type of use, amount of outside activity, noise, hours of operation, building design, impact on private roads maintained by others, etc.) would raise or lower the amount of loss you would attach to neighboring properties?

I would appreciate having your answers to the above by noon on March 18, 2014.

Sincerely,
John R. Staelin
Supervisor

March 18, 2014

Dear Supervisor Staelin

This is in response to your letter dated March 7, 2014.

1. My family or I do not own property near the proposed kennel site.
2. Yes
- 3A Yes, however he specified that he would need to visit the specific properties in question to be able to narrow the indicated range.

- 3B Assessed values will be established by not only sales comparison but by property owner's complaints both to the Reassessment Agency and The Board of Equalization.
4. Assessments of kennels, just as is done for all property assessments are dependent upon exact location, intensity of use and potential negative impacts in relation to surrounding properties.
- 5 .County assessments are based upon specific land and improvements of each property, as well as its location. Envisioning a theoretical location with a kennel of unspecified design and intensity of use is not a function of our office.
6. Please see response to #5 above.

If you should need more clarification please feel free to contact me.

Sincerely,
Donna Mathews Peake
Commissioner of the Revenue

Supervisor Staelin moved to postpone action on this application to the Board's next regularly scheduled meeting on April 15, 2014; and further move that staff review all of the information that has been presented and provided on this application and to report back to the Board on April 15 with additional proposed conditions for the special use permit to mitigate as much as possible the negative impacts this proposed kennel would have on public safety, property values of neighbors, and the future cost and ability of the County to provide septage service to County residents.

Chairman Hobert recapped that there was a motion before the Board to postpone action on the application until the next regularly scheduled meeting; and in addition, requests staff to review the information presented, provide and report back to the Board on April 15 with additional proposed conditions for the special use permit to mitigate as much as possible the negative impacts the proposed kennel would have on public safety, property values of neighbors, future costs and the ability of the County to provide septage services to County residents. He then called for further discussion on the motion.

Supervisor Byrd asked for explanation of impacts on septage services.

Supervisor Staelin explained that this was specific to the septage contract since the special use, if granted, would be a massive increase in the volume of septage from Clarke County to Frederick County.

Supervisor Byrd asked if staff would be able to find out the cost increase.

Supervisor Staelin responded that this was not so much a matter of cost but an availability issue to provide services in the long term. He reminded that Frederick County has been

limiting its intake. He also reminded that there are other places to go as put forth by the applicant, who could deal with the hauler to go other places.

Vice Chairman Weiss asked if staff would attempt to determine the appropriate sized tank or tanks.

Supervisor Staelin opined that he believed that would be a condition. He further noted that the applicant had been asked to describe in greater depth the outside facilities. He said he hoped that it could all be done in a month.

Supervisor Byrd commented that in determining the tank size staff must consider the applicants' statement that they were only going to clean those runs one to twice a week. She put forth that most kennels clean them every day.

Gina Schaecher, and several others, spoke out stating that is not what we said.

Supervisor Byrd continued that she was talking about water usage.

Supervisor Staelin said that he understood the runs would be cleaned every day but the entire kennel would be twice a week.

Supervisor Byrd countered that she had asked the applicant and she had responded once or twice per week.

Vice Chairman Weiss added that it was once or twice per week for the entire facility. The runs were every day.

Supervisor Byrd asked if the applicant had actually said the runs every day.

Gina Schaecher responded yes.

Chairman Hobert noted that the statements would be reflected in the minutes. He asked Supervisor Staelin about the language in his motion, specifically, report back to the Board proposed conditions for the special use permit mitigate as much as possible the negative impacts of this proposed kennel and requested consideration of the addition of "proposed associated activities". He further asked if Supervisor Staelin would care to expand the motion to say "it would have on the County, public safety . . ."

Supervisor Staelin agreed to the suggestions.

Supervisor McKay remarked that the ancillary activities to the kennel were commercial.

Chairman Hobert noted that there were a number of ancillary activities and some could be considered educational.

Supervisor Byrd put forward that the business accepted money.

Chairman Hobert countered that the ancillary activities were a variety of things and they all had an impact.

Chairman Hobert called for discussion.

Vice Chairman Weiss said he shared a great many concerns with the neighbors and other Board members. He asked the Board to remember that this property could have more intensive usage under agriculture just by right than the proposed use. He said that there are boarding facilities in Purcellville that handled a far greater number of dogs that are silent when outside of them. He said his particular problem with the application was the intensity of it with the auxiliary or ancillary uses and the number of dogs. He asked staff to consider the scope of the project opining that it needed to be scaled back to be successful at all.

Brandon Stidham called for clarification of the motion deferring to the April 15 meeting that it would be the 1:00 pm Afternoon Session.

Chairman Hobert stated that he believed that was the intention.

Supervisor Staelin deferred scheduling to the Chair.

Supervisor McKay opined that the intensity of the use was more than was ever anticipated for special use permit in AOC-zoned areas and he found it difficult to envision on a parcel of this size an agricultural operation that would consistently, day in and day out, more intense.

Vice Chairman Weiss opined that a feed lot would be more intense with all the food being brought in.

Supervisor McKay responded that the operator would have to have a nutrient management plan and places to put the feed.

Supervisor Byrd reminded the Board that there were many wetlands on the property noting that the lower end of the property was virtually a marsh with rocks.

Chairman Hobert called for the vote.

Supervisor Staelin amended his motion to read: to postpone action on this application to the Board's next regularly scheduled meeting on April 15, 2014; and further move that staff review all of the information that has been presented and provided on this application and to report back to the Board on April 15 with additional proposed conditions for the special use permit to mitigate as much as possible the negative impacts this proposed kennel and proposed associated activities would have on the County, public safety, property values of neighbors,

and the future cost and ability of the County to provide septage service to County residents. The motion carried as follows:

Barbara J. Byrd	- Aye
J. Michael Hobert	- Aye
Beverly B. McKay	- Aye
John R. Staelin	- Aye
David S. Weiss	- Aye

Chairman Hobert recessed the meeting at 3:41 pm.

Chairman Hobert reconvened the meeting at 6:35 pm. He provided summarized the public hearing procedure.

Chairman Hobert requested the addition of Item No. 23 the Fire and EMS Recommendation.

18) Citizens Comment Period

No citizens appeared to address the Board.

19) PH 14-02: 2013 Clarke County Comprehensive Plan

Brandon Stidham provided a brief overview of the draft comprehensive plan informing the Board that Clarke County adopted its first Plan in 1974. He summarized the 2013 changes.

Chairman Hobert thanked Mr. Stidham for his presentation and the work done on the Comprehensive Plan.

At 6:43 pm, Chairman Hobert opened the public comment portion of the public hearing.

Supervisor McKay stated that this was the best he had read.

Vice Chairman Weiss stated that Mr. Stidham had done a good job.

Robina Rich Bouffault, Planning Commissioner – White Post District: voiced her support for the plan opining that it was a major improvement on the 2007 plan. She commented that the County had very skilled help in Brandon Stidham. She expressed her hope that the plan would help solidify the County's direction over the next few years.

At 6:45 pm, Chairman Hobert closed the public hearing.

Supervisor Staelin moved to approve the 2013 Comprehensive Plan with changes as recommended by staff. The motion carried as follows:

Barbara J. Byrd	- Aye
J. Michael Hobert	- Aye
Beverly B. McKay	- Aye
John R. Staelin	- Aye
David S. Weiss	- Aye

20) PH 14-03: 2013 Clarke County Transportation Plan

Brandon Stidham provided a brief overview of the transportation plan advising that state law now require a transportation plan in conjunction with a comprehensive plan. He further summarized the 2013 changes and priority projects list.

At 6:55 pm, Chairman Hobert opened the public comment portion of the public hearing.

Supervisor McKay asked if VDOT provided the cost estimates for road improvements.

Mr. Stidham responded in the affirmative stating that VDOT provides a very useful tool for calculating road improvements.

Vice Chairman Weiss commented on Route 7 that he did not think it was a very practical thing and should be reviewed to make it a more manageable project.

Chairman Hobert concurred.

Brandon Stidham stated that in the fall the Planning Commission would be looking at the transportation priorities in detail.

At 6:45 pm, Chairman Hobert closed the public hearing.

Supervisor Byrd moved to adopt the 2013 Clarke County Transportation Plan as presented. The motion carried as follows:

Barbara J. Byrd	- Aye
J. Michael Hobert	- Aye
Beverly B. McKay	- Aye
John R. Staelin	- Aye
David S. Weiss	- Aye

21) PH 14-04: Special Use Permit Revocation Request - Shenandoah University

Brandon Stidham provided a brief history of the revocation request.

At 7:00 pm, Chairman Hobert opened the public comment portion of the public hearing. Being no persons present desiring the address the Board, he closed the public hearing.

Vice Chairman Weiss moved to approve revocation of Special Use Permits SUP-89-01 and SUP-99-04 per section 5-C-1 of the Zoning Ordinance as requested by the property owner. The motion carried as follows:

Barbara J. Byrd	- Aye
J. Michael Hobert	- Aye
Beverly B. McKay	- Aye
John R. Staelin	- Aye
David S. Weiss	- Aye

22) PH 14-05: Revocation of Special Use Permits TA-14-01

Brandon Stidham provided a brief overview of TA-14-01.

At 7:06 pm, Chairman Hobert opened the public comment portion of the public hearing. Being no persons present desiring the address the Board, he closed the public hearing.

Vice Chairman Weiss commented on the necessity of the proposed amendments.

Supervisor Staelin opined that they made an old clause stronger.

Supervisor McKay expressed his support.

Chairman Hobert commented that it was designed to address due process.

At 7:08 pm, Chairman Hobert closed the public hearing.

Supervisor Staelin moved to adopt the text amendment as presented.

The proposed language (bold italics) would be added to §5-C-2 as follows:

2. Repeated or continuing violations of the conditions placed on the Permit. ***Failure to comply with any one or more of the conditions of a Special Use Permit may result in the issuance of a Notice of Violation (NOV) by the Zoning Administrator. The Zoning Administrator may present a Special Use Permit to the Board of Supervisors for revocation if the NOV is not resolved as directed. Upon the issuance of a third NOV for violations of any one or more of the permit conditions, and failure of the permit holder to appeal to the Board of Zoning Appeals, the Zoning***

Administrator shall present the Special Use Permit to the Board of Supervisors for revocation.

Subsection 4 would read as follows:

4. Violations of other provisions of the Zoning Ordinance not addressed by the special use permit conditions, the Code of Clarke County, or State and Federal law related to the activities of the special use.

The motion carried as follows:

Barbara J. Byrd	- Aye
J. Michael Hobert	- Aye
Beverly B. McKay	- Aye
John R. Staelin	- Aye
David S. Weiss	- Aye

23) Fire and EMS Timeline

Brandon Stidham distributed a graphic chart of the recommendations with timeline of items presented to the Board of Supervisors at its March 10 Work Session that time prevented the Board from discussing. Bryan Conrad joined the Board for discussion. Highlights of discussion at the regular meeting include:

- Under Agenda Item 9 1, the Board approved additional funding for emergency medical services part-time salaries.
- FY2015 Budget includes additional funding.
- Time Line Changes:
 - o Authorize funding for FY14 – move to May meeting
 - o Strike Item 2 Authorize use of funding agreement to secure volunteer staffing commitments and use Item 4 Implement funding agreement with volunteer companies – move to May meeting.
- Hire Director Position:
 - o Board consensus is to hire a part-time person for a two-year period.
 - o By consensus, reconfigure timeline. 1) Establishing Fire and EMS Commission; 2) Approve Job Description and Terms of Employment; 3) Director hire process; 4) Ordinance development.
- Fire and EMS Commission:
 - o Staff was instructed to bring to the Supervisors a draft ordinance defining terms.
- Fee For Service

- FY2015 budget will cover through June 2015.
- Staff would like the Director in place prior to fee-for-service start.

Chairman Hobert expressed appreciation for the work on this project and asked staff to report back to the Board on the various tasks.

Supervisor Staelin asked Brandon Stidham to provide Laure Wallace the revised timeline.

24) Adjournment

There being no further business to be brought before the Board at 8:06 pm Chairman Hobert adjourned the Board of Supervisors meeting.

Next Regular Meeting Date

The next regular meeting of the Board of Supervisors is set for Tuesday April 15, 2014 at 1:00 p.m. in the Berryville Clarke County Government Center, Main Meeting Room, 101 Chalmers Court, Berryville, Virginia.

ATTEST: March 18, 2014

J. Michael Hobert, Chair

David L. Ash, County Administrator

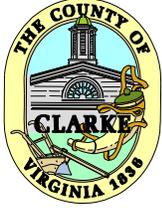
Minutes Recorded and Transcribed by:
Lora B. Walburn
Deputy Clerk, Board of Supervisors

Clarke County Board of Supervisors

Consent Agenda:

- A. SYIP FY2015-2020 Primary Highway Priorities - Commonwealth Transportation Board

Clarke County Board of Supervisors



Berryville Voting District
J. Michael Hobert – Chair
(540) 955-4141

Buckmarsh Voting District
David S. Weiss – Vice Chair
(540) 955-2151

Millwood Voting District
John R. Staelin
(540) 837-1903

Russell Voting District
Barbara J. Byrd
(540) 955-1215

White Post Voting District
Bev McKay
(540) 837-1331

County Administrator
David L. Ash
(540) 955-5175

April 15, 2014 - REVISED SUBMISSION

Programming Director
Virginia Department of Transportation
1401 East Broad Street
Richmond, VA 22207

The Clarke County Board of Supervisors has reviewed its priorities for primary road improvements in the County and requests the Commonwealth Transportation Board (CTB) to allocate available funds accordingly. The following list of projects has been presented to the CTB over the past several years and we request that you continue to consider them for funding in your current deliberations on the Statewide Six Year Improvement Program.

- **Intersection of US Route 340 (Lord Fairfax Highway) and US Routes 50/17 (John Mosby Highway) at Waterloo.** This project was first added to our priorities list in 1992. Partial funding for engineering design was approved (UPC 54384) and we ask for full funding to complete the design phase of the project. This intersection serves as a major commercial growth area for the County and additional safety and capacity improvements are necessary to facilitate economic development. Having a complete, VDOT-approved engineering plan in place for this intersection would enable us to better negotiate developer-funded improvements via proffer or in conjunction with a traffic impact analysis as new development occurs.
- **Route 7 (Harry Byrd Highway) and Route 612 (Shepherds Mill Road) intersection, 3 miles east of Berryville.** This intersection experiences high traffic volumes as a commuter route and has serious safety issues due to insufficient sight distance and substandard turn lanes.
- **Intersection of US Route 340/277 (Lord Fairfax Highway) and US Route 522 (Stonewall Jackson Highway) at Double Tollgate.** This project was first added to our priorities list in 1997. This dangerous intersection experienced an over 30% increase in traffic since 2001 and has insufficient turn lanes and through lane capacity. We are asking for funding to complete the design phase of this project both to correct existing safety issues and to expand capacity to support future development. This intersection serves as a deferred growth area contingent upon future completion of infrastructure improvements including transportation. Having a complete, VDOT-approved engineering plan in place would help us to facilitate

economic development at this intersection and would also enable us to better negotiate developer-funded improvements via proffer or in conjunction with a traffic impact analysis as new development occurs.

- **Route 7 Business (West Main Street) on the west side of Berryville (approximately 1.2 miles of primary highway).** This project was first added to our priorities list in 1992. This section of Route 7 Business serves four public schools, the County's Parks and Recreation Facility, and the Ruritan Fairgrounds. The current two-lane section should be upgraded to three lanes with turn lanes, drainage, and safety improvements at major intersections, and sidewalks and bike lanes/trails should be added to facilitate pedestrian and bicycle traffic.
- **US Route 340 (Greenway Avenue) Drainage Issues in the Town of Boyce.** This project was first added to our priorities list in 2003. The project is necessary in order to replace existing drainage swales that are insufficient to handle runoff from US Route 340 and cause frequent flooding on nearby properties.
- **Route 7 Business (East Main Street) on the east side of Berryville (approximately 0.94 miles of primary highway).** This project has been on our list of priorities since 1995. The roadway serves as a major route for truck traffic to several industrial businesses on the east side of town including the County's industrial park and a major (800 employees) publishing company. The current two-lane section should be upgraded to three lanes with turn lanes, sidewalks, drainage, and safety improvements at major intersections.
- **Park and Ride Lot, Route 7 (Harry Byrd Highway) near intersection of Route 7 Business one mile west of Berryville.** Commuter traffic has increased more than 50% along this route since 2001. Alternatives to single-occupancy vehicle commuters must be developed and a park and ride lot at this location would help to reduce commuter congestion on Route 7.

The above projects are prioritized in our County's recently adopted 2013 Comprehensive Plan and 2013 Transportation Plan. We have enclosed a copy of the 2013 Transportation Plan containing detailed project descriptions and planning-level cost estimates for your reference. Please note that our 2013 Comprehensive and Transportation Plans were approved by VDOT staff on October 9, 2013 as being in full compliance with Chapter 729 of the 2012 Acts of Assembly.

We realize that the Commonwealth's transportation improvements are being made within severe financial limitations but we also feel strongly that these projects are of significant benefit to the Commonwealth as well as Clarke County. We also want to emphasize that County has been extremely judicious with our local six year plan funding provided by the Commonwealth. In recent years, we have focused our limited dollars on needed safety improvements such as installation of a turn lane at US Route 340 and Route 657 (Senseny Road) to remedy a dangerous intersection and to improve substandard gravel state-maintained roads through Pave-in-Place and Rural Rustic

programs. Unfortunately, the projected \$217,000 allocation of local six year funds and \$579,000 for unpaved roads for FY2014-2019 will be insufficient to cover our upcoming secondary road needs. Inflexible rules regarding the use of different “pools” of State and Federal funds also prevent us from applying these monies to any of our project priorities listed above.

We welcome the opportunity to work with VDOT, the CTB, and our state legislators to identify new sources of transportation funds and to diversify existing funding sources to better meet the needs of rural jurisdictions like Clarke County.

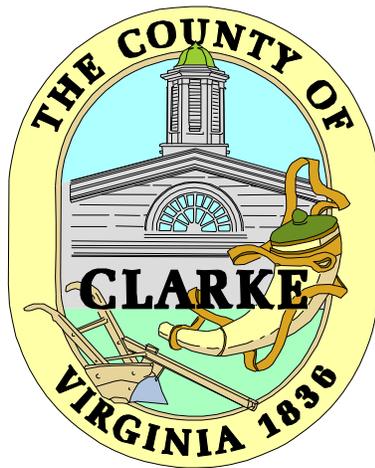
Regards,

Michael Hobert, Chairman

Cc: F. Dixon Whitworth, CTB Member (Staunton District)
Senator Jill Vogel
Delegate Dave LaRock
Delegate J. Randy Minchew

Attachment: 2013 Clarke County Transportation Plan

2013 Clarke County Transportation Plan



Adopted by
the Board of Supervisors
March 18, 2014

ACKNOWLEDGEMENTS

CLARKE COUNTY PLANNING COMMISSION

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Anne Caldwell, Vice Chair (Millwood Election District)
Tom McFillen (Berrville Election District)
Chip Steinmetz (Berryville Election District)
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David Weiss, Vice-Chair (Buckmarsh Election District)
John Staelin (Millwood Election District)
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DATE OF PLANNING COMMISSION PUBLIC HEARING AND ADOPTION:

October 17, 2013

DATE OF BOARD OF SUPERVISORS PUBLIC HEARING AND ADOPTION:

March 18, 2014

**2013 TRANSPORTATION IMPLEMENTING COMPONENT PLAN
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APPENDIX A – Transportation Facilities and Improvement Projects Map

APPENDIX B – Functional Classification Table, Public Road System (Clarke County, Town of Berryville, Town of Boyce)

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I. Introduction

The Clarke County Transportation Plan is an implementing component of the 2013 Clarke County Comprehensive Plan. The Transportation Plan is designed to comply with the requirements of Code of Virginia §15.2-2223 which outlines specific transportation elements that must be included as part of a jurisdiction's comprehensive plan. These required elements include:

- An inventory of the County's transportation system.
- Planning assumptions to support the County's policies and proposed improvement projects.
- A needs assessment that compares the existing transportation system with the County's land use policies to determine how future growth will affect the system.
- Proposed improvement projects (see Transportation Facilities and Improvement Projects Map in Appendix) with cost estimates that address the County's transportation needs.

The 2013 Comprehensive Plan's Objective 12 on Transportation directs the specific recommendations that are provided by this Transportation Plan. The Objective includes the following policies:

Objective 12 -- Transportation

Ensure that the County's transportation system provides safe and efficient means for all modes of travel for citizens and visitors through coordinated land use decision-making and judicious use of limited fiscal resources.

1. Create and maintain a transportation plan that includes an inventory of the County's existing transportation network, planning assumptions, needs assessment, and recommended future improvements. Conduct an annual review of this plan to ensure consistency with the County's Six Year Secondary Road Improvement Plan and Budget and with the Commonwealth Transportation Board's Statewide Transportation Plan.
2. Develop specific strategies for prioritizing transportation projects, responding to new State and Federal projects in the County, and identifying new projects to improve safety or increase capacity of the public road system. Include policies on bicycle and pedestrian facilities and commuter facilities.
3. Maintain the existing primary road system at its present level and upgrade it only for safety purposes or planned traffic increases to the extent funds are provided by the Virginia Department of Transportation.
4. Establish specific transportation planning policies in the area plans for the County's designated growth areas including but not limited to policies on walkability, bicycle and pedestrian mobility, interconnected street networks, traffic calming, and other modern techniques that support high quality communities and neighborhoods.

5. Carefully assess the short- and long-range fiscal impacts of transportation improvements when land-use decisions and plans are made.
6. Develop and maintain a County bicycle and pedestrian plan.

Policies and required transportation planning elements for the Town of Berryville are found in the Town’s comprehensive plan and in the Berryville Area Plan for the designated annexation areas. Elements for the Town of Boyce may be found in the Boyce Comprehensive Plan.

As an implementing component plan, the Transportation Plan will be evaluated for potential updating following the five-year scheduled review of the County’s Comprehensive Plan. The Transportation Plan will also be reviewed periodically to determine whether new impacts and land use decisions warrant an interim evaluation of the document.

II. Existing Transportation Network

Clarke County is a rural, agricultural county with an area of 174 square miles and is located in the Northern Shenandoah Valley. It is bordered by Frederick County to the west, Warren County to the south, Loudoun and Fauquier Counties to the east, and Jefferson County, West Virginia to the north. The County is bisected by the Shenandoah River and the eastern portion of the County falls within the Blue Ridge Mountains. Population is centered in the two incorporated towns of Berryville and Boyce along with the unincorporated villages of Millwood, White Post, and Pine Grove. Business growth areas are designated at the intersections of Waterloo and Double Tollgate.

Clarke County is not included in any metropolitan planning organization (MPO) study area but is bordered by the Winchester-Frederick MPO to the west and the National Capital Region TCB to the east.

A. Public Road System¹

The County’s major public road infrastructure consists of the following:

Federal Primary Highways

- U.S. 50/17 – John Mosby Highway (Frederick County line to Fauquier County line). Four-lane divided urban minor arterial.
- U.S. 340 – Lord Fairfax Highway (Warren County line to West Virginia State line).
 - Four-lane divided urban principal arterial from West Virginia State line to Virginia Route 7 (Harry Byrd Highway).
 - Two-lane urban minor arterial from Virginia Route 7 (Harry Byrd Highway) to U.S. 522 (Stonewall Jackson Highway).
 - Four-lane urban minor arterial from U.S. 522 (Stonewall Jackson Highway) to Warren County line (runs concurrently with U.S. 522 along this segment).

¹ Source for functional classification is the Virginia Department of Transportation (VDOT) 2005 Functional Classification map.

- U.S. 522 – (Stonewall Jackson Highway). Four-lane urban minor arterial from Warren County line to Frederick County line (runs concurrently with U.S. 340 from Warren County line to Double Tollgate intersection).

State Primary Highways

- Route 7 – Harry Byrd Highway (Frederick County line to Loudoun County line). Four-lane divided urban principal arterial.
- Route 7 Business – West Main Street/East Main Street (Town of Berryville). Two-lane urban collector.
- Route 255 – Bishop Meade Road (U.S. 340 to U.S. 50/17). Two-lane rural major collector.
- Route 277 – Lord Fairfax Highway (Double Tollgate intersection to Frederick County line). Two-lane urban minor arterial.

Classified Secondary Roads

This inventory does not include secondary roads that are located exclusively within the limits of the Town of Berryville. There are no secondary roads designated as rural principal or rural minor arterial routes.

Rural Major Collectors

- Route 611 (Summit Point Road) from Lord Fairfax Highway (U.S. 340) to West Virginia State line.
- Route 612 (Shepherds Mill Road) from Lord Fairfax Highway (U.S. 340) to Harry Byrd Highway (Route 7).
- Route 620 (Browntown Road) from Lord Fairfax Highway (U.S. 340) to Bishop Meade Road (Route 255).
- Route 628 (Berrys Ferry Road) from Lord Fairfax Highway to White Post Road (Route 658).
- Route 632 (Crums Church Road) from Old Charles Town Road (Route 761) to Harry Byrd Highway (Route 7).
- Route 632 (Triple J Road) from Harry Byrd Highway (Route 7) to Senseny Road (Route 657).
- Route 638 (Howellsville Road) from U.S. 50/17 (John Mosby Highway) to Warren County line.
- Route 657 (Senseny Road) from Lord Fairfax Highway (U.S. 340) to Frederick County line.
- Route 658 (White Post Road) from Lord Fairfax Highway (U.S. 340) to Carters Line Road (Route 627).
- Route 723 (Old Winchester Road) from Frederick County line to North Greenway Avenue (U.S. 340).
- Route 723 (Millwood Road) from North Greenway Avenue (U.S. 340) to U.S. 50/17 (John Mosby Highway).
- Route 761 (Old Charles Town Road) from Frederick County line to West Virginia State line.

Rural Minor Collectors

- Route 601 (Raven Rocks Road) from Route 7 (Harry Byrd Highway) to West Virginia State line.
- Route 601 (Blue Ridge Mountain Road) from Route 7 (Harry Byrd Highway) to Route 50/17 (John Mosby Highway).
- Route 606 (River Road) from Route 7 (Harry Byrd Highway) to Route 649 (Frogtown Road).
- Route 606 (Mt. Carmel Road) from Route 649 (Frogtown Road) to U.S. 50/17 (John Mosby Highway).
- Route 613 (Springsbury Road) from Berryville Town limits to Route 618 (Lockes Mill Road).
- Route 617 (Briggs Road) from Route 255 (Bishop Meade Road) to Route 618 (Lockes Mill Road).
- Route 618 (Lockes Mill Road) from Route 617 (Briggs Road) to Route 613 (Springsbury Road).
- Route 615 (Boom Road) from Berryville Town limits to End of State Maintenance.
- Route 624 (Red Gate Road) from U.S. 50/17 (John Mosby Highway) to Warren County line.
- Route 644 (Gun Barrel Road) from U.S. 50/17 (John Mosby Highway) to U.S. 340 (Lord Fairfax Highway).
- Route 649 (Frogtown Road) from Route 606 (River Road) to Route 606 (Mt. Carmel Road).
- Route 653 (Kimble Road) from Route 7 (Harry Byrd Highway) to Route 654 (Stringtown Road).
- Route 658 (White Post Road) from Route 627 (Carters Line Road) to Warren County line (name changes to Sugar Hill Road before crossing into Warren County).
- Route 660 (Russell Road) from Route 7 (Harry Byrd Highway) to Route 674 (Cather Road).
- Route 672 (Swimley Road) from Route 761 (Old Charles Town Road) to Frederick County line.

A complete road classification table is located in Appendix B.

B. Private Roads

There are currently 343 private roads in the County that are recognized with an official County road name by virtue of serving three or more addressable structures. Private roads are maintained solely by the property owners that access the road or by an organized homeowners association. As a long standing policy, the County does not expend public funds to maintain and repair private roads or to accept private roads into the public road system. The County Subdivision Ordinance requires all new subdivisions to be served by private roads to include a note on the plat indicating that the private road will never be maintained by Clarke County or the Virginia Department of Transportation.

C. Bicycle and Pedestrian Facilities

The County currently does not have any state-designated bicycle routes. The County has plans to develop and implement a bicycle plan in the near future.

Pedestrian facilities in the form of sidewalks and walking paths are found predominantly in the incorporated towns and the business intersections at Waterloo and Double Tollgate. The Appalachian Trail is located along the eastern portion of the County.

D. Railroads

The County is served by two rail lines. The primary line is a Norfolk Southern line that runs from Warren County in the southeast to the West Virginia State line in the northeast portion of the County. This line passes through both the Town of Berryville and Boyce with sidings serving existing businesses located in Berryville. A second line, operated by CSX, passes through the northern tip of the County from West Virginia to Frederick County near the community of Wadesville.

There is no passenger train access in the County.

E. Airports

There are no public airports in the County although there are a handful of private airstrips that are recognized by the Federal Airport Administration. The closest public airports are Winchester Regional Airport in eastern Frederick County and Washington Dulles International Airport in Loudoun County.

F. Commuter Facilities

The Virginia Department of Transportation (VDOT) maintains two park-and-ride lots. The larger of the two is located in Waterloo near the intersections of U.S. 50/17 and U.S. 340. This facility contains 165 spaces and contains pick-up areas for commuter vans. The second lot is located on the east side of U.S. 522/340 at the Virginia Department of Corrections facility. This lot contains 24 spaces. RideSmart provides commuter assistance for residents of Clarke County and the Northern Shenandoah Valley.

III. Land Use Philosophy/Growth Assumptions

As described in detail in the 2013 Clarke County Comprehensive Plan, the County's land use philosophy focuses residential and business growth into the incorporated towns of Berryville and Boyce and utilizes robust land use controls and programs to ensure preservation of open lands and agricultural operations in the unincorporated areas of the County. Subdivision of land outside of the incorporated towns is limited by the County's sliding-scale zoning system and regulations to ensure that large parcels are maintained. The County also has an active conservation easement purchase program and, together with the efforts of the Virginia Outdoors Foundation and other preservation organizations, have facilitated the placement of approximately 20% of the total land area of Clarke County in permanent conservation easement. This approach to growth management has resulted in the County experiencing a much lower growth rate over the past few decades compared to surrounding jurisdictions.

The County's land use policies also focus commercial growth into the incorporated towns and two designated business growth areas at intersections of primary highways -- Waterloo (U.S. 50/17 and U.S. 340) and Double Tollgate (U.S. 340 and U.S. 522). The County has been

disciplined over the years in ensuring that commercial growth occurs predominantly in these locations and at a scale that can be managed with minimal upgrades to the County’s infrastructure. Public water and sewer – the primary catalyst for commercial growth – is provided within the incorporated towns, the Waterloo intersection, and the Village of Millwood. Public water is provided to the Village of White Post. Focusing public water and sewer into designated growth areas helps to prevent haphazard commercial growth outside of these areas.

As depicted in the tables below, Clarke County’s growth rate has been much slower and is expected to continue be slower in the future compared to our neighboring jurisdictions:

TABLE 1 – Population and Growth Rates, 1950-2010

Jurisdiction	1950	1960	1970	1980	1990	2000	2010
Clarke	7,074	7,942 (12.2%)	8,102 (2.0%)	9,965 (23.0%)	12,101 (21.4%)	12,652 (4.5%)	14,034 (10.9%)
Loudoun	21,147	24,549 (16.1%)	37,150 (51.3%)	57,427 (54.6%)	86,129 (50.0%)	169,599 (96.9%)	312,311 (84.1%)
Frederick/City of Winchester	31,378	37,051 (18.1%)	48,322 (30.4%)	54,367 (12.5%)	67,686 (24.5%)	82,794 (22.3%)	104,508 (26.2%)
Warren	14,801	14,655 (-1.0%)	15,301 (4.4%)	21,200 (38.6%)	26,142 (23.3%)	31,584 (20.8%)	37,575 (19.0%)
Fauquier	21,248	24,066 (13.3%)	26,375 (10.0%)	35,889 (36.1%)	48,860 (36.1%)	55,139 (12.9%)	65,203 (18.3%)
Fairfax	98,557	275,002 (179.0%)	454,275 (65.2%)	598,901 (31.8%)	818,584 (36.7%)	969,749 (18.4%)	1,081,726 (11.5%)
Berkeley Co., WV	30,359	33,791 (11.3%)	36,356 (7.6%)	46,775 (28.7%)	59,253 (26.7%)	75,905 (28.1%)	104,169 (37.2%)
Jefferson Co., WV	17,184	18,665 (8.6%)	21,280 (14.0%)	30,302 (42.4%)	35,926 (18.6%)	42,190 (17.4%)	53,498 (26.8%)

Source – US Census 2010

TABLE 2 – Population Projections, 2000-2030

Jurisdiction	2010*	2020**	Growth % 2010-2020	2030**	Growth % 2020-2030	2040**	Growth % 2030-2040
Clarke	14,034	15,025	7.1%	15,871	5.6%	16,631	4.6%
Loudoun	312,311	397,272	27.2%	482,234	21.4%	567,195	17.6%
Frederick	78,305	97,192	24.1%	119,419	22.9%	145,938	22.2%
City of Winchester	26,203	27,967	6.7%	29,449	5.3%	30,781	4.5%
Warren	37,575	41,856	11.4%	45,818	9.5%	49,709	8.5%
Fauquier	65,203	74,118	13.7%	83,312	12.4%	93,028	10.4%
Fairfax	1,081,726	1,182,609	9.3%	1,271,995	7.6%	1,350,245	6.2%
Berkeley Co., WV	104,169	128,550***	23.4%	155,566***	21.0%	n/a	n/a
Jefferson Co., WV	53,498	62,691***	17.2%	71,208***	13.6%	n/a	n/a

Sources:

* US Census (2010 population)

** University of Virginia’s Weldon-Cooper Center (projections)

*** West Virginia University’s Bureau of Business and Economic Research (WV projections)

The County expects to continue to strengthen this philosophy in the coming years so growth rates will continue to be well below those of our neighboring jurisdictions. As noted in Table 2 above, the County is projected to add approximately 2,600 new residents through the year 2040.

The County’s growth rate and land use approach translates into a conservative philosophy in regards to transportation planning. As a matter of practice, the County focuses its limited transportation funds on projects that provide substantial safety improvements or improve gravel-surface roads as opposed to projects that expand the capacity of the public road network. The County supports efforts by the incorporated Towns to expand the safety and efficiency of their internal road networks as the County’s designated growth areas. The County also supports localized, developer-funded capacity and safety improvements to support new business growth at the intersections of Waterloo and Double Tollgate.

One of the major challenges in the future will be to balance the County’s transportation and land use philosophies with increasing impacts generated by neighboring localities. The County is generally opposed to expanding the capacity of its public road network including the State and Federal primary highways as these projects could attract additional growth that would be inconsistent with the County’s land use philosophies. Alternatives to adding capacity, including expansion of commuting opportunities, should be pursued.

IV. Project Priorities and Planning-Level Cost Estimates

The project priorities included in this Transportation Plan are specifically designed to support the planned growth within the two incorporated towns of Berryville and Boyce along with the business intersections of Waterloo and Double Tollgate. The priorities list includes projects to improve safety conditions outside of the growth areas along the County's Federal and State primary routes and to provide alternatives to single-occupant vehicle traffic.

Note that the project costs provided below are planning-level estimates only and do not reflect actual costs derived from preliminary engineering work. Cost estimates were taken from the Virginia Department of Transportation's Statewide Planning Level Cost Estimates (January 2009).

A. Current Project Priorities

1. Intersection of US Route 340 (Lord Fairfax Highway) and US Routes 50/17 (John Mosby Highway) at Waterloo.

Planning Cost Estimate: \$2,100,000

Assessed Need/Description:

The Waterloo intersection is one of the County's two designated business growth areas and additional safety and capacity improvements are necessary to facilitate economic development. Some functional improvements were added to the intersection in conjunction with development of a convenience store/gas station complex on the southeast quadrant. As new development occurs at the intersection, the scope and type of improvements should be evaluated based on the projected traffic to be generated by the new uses. The cost of some portions of this project could be assumed by the development community as part of their projected traffic impacts.

Recommendation:

Project – Safety and capacity improvements at intersection. Improve two existing right turn lanes to current urban design standards and reconfigure the north and south sides of the intersection to add capacity when new development occurs.

This project was first added to the County's transportation priorities list in 1992. Partial funding for engineering design was approved (UPC 54384) and full funding is sought to complete the design phase of the project.

2. Intersection of Route 7 (Harry Byrd Highway) and Route 612 (Shepherds Mill Road), approximately 3 miles east of Berryville.

Planning Cost Estimate: \$1,100,000

Assessed Need/Description:

Shepherds Mill Road (Route 612) is a high-volume shortcut for commuter traffic traveling to and

from West Virginia via Route 7 and U.S. 340. The intersection has serious safety issues due to insufficient sight distance and substandard turn lanes. An existing convenience store on the northeast corner of the intersection has an entrance located within the right turn lane, creating additional conflict points.

Recommendation:

Project – Safety improvements at intersection of state primary and rural major collector. Upgrade two existing turn lanes to VDOT standards.

In 2013, a project to perform safety improvements (UPC 104352) at this intersection was added to the FY2013-2014 secondary road construction budget by the Board of Supervisors. The planning level cost estimate adds the upgrade of two existing turn lanes to VDOT standards to the safety improvement project.

3. Intersection of US Route 340/277 (Lord Fairfax Highway) and US Route 522 (Stonewall Jackson Highway) at Double Tollgate.

Planning Cost Estimate: \$2,100,000

Assessed Need/Description:

This dangerous intersection has experienced an increase in traffic of over 30% since 2001 and has insufficient turn lanes and through lane capacity. The Double Tollgate intersection is one of the County's two designated business growth areas and currently contains a gas station/ convenience store, church, flea market, and tourist attraction (Dinosaur Land). Traffic is expected to increase in the coming years as large-scale residential development occurs in nearby Lake Frederick (2,000+ units in Frederick County) in addition to further development in Frederick and Warren Counties along the corridor.

Recommendation:

Project – Safety and capacity improvements at intersection. Improve existing right and left turn lanes to current urban design standards and the reconfiguration of the north and south sides of the intersection to add through capacity when new development occurs.

This project was first added to the County's priorities list in 1997.

4. Route 7 Business (West Main Street) from Route 7 (Harry Byrd Highway) to Hermitage Boulevard in the Town of Berryville (approximately 1.2 miles of primary highway).

Planning Cost Estimate: \$3,800,000

Assessed Need/Description:

This section of Route 7 Business serves five public school buildings, the County's Parks and Recreation Facility, and the Ruritan Fairgrounds in addition to serving as the main western route

into the Town of Berryville. The original project concept was to upgrade the current two-lane section to three lanes with turn lanes, drainage, and safety improvements at major intersections, and sidewalks and bike lanes/trails should be added to facilitate pedestrian and bicycle traffic. With the recent construction of the new Clarke County High School and extension of Mosby Boulevard to West Main Street, a roundabout has been added at this new intersection and new sidewalks added along the north side of West Main Street in addition to other improvements. Additionally, the Mosby Boulevard extension now provides a new route for traffic between the west end of town and the north end of town at U.S. 340. The scope of this project, particularly along the segment in the Town, will need to be evaluated for possible changes in the near future as traffic data is accumulated at the new intersection and along Mosby Boulevard.

Recommendation:

Project – Safety/capacity improvements, drainage improvements, and addition of bicycle/pedestrian facilities to state primary route. Reconstruct the segment of West Main Street from Route 7 to the roundabout at Mosby Boulevard to a three-lane section with sidewalk on the north side, along with safety and drainage improvements on the remaining section from the roundabout to Hermitage Boulevard.

This project was first added to the County’s priorities list in 1992.

5. US Route 340 (Greenway Avenue) Drainage Issues in the Town of Boyce.

Cost Estimate: \$750,000

Assessed Need/Description:

The project is necessary in order to replace existing drainage swales that are insufficient to handle runoff from US Route 340 and cause frequent flooding on nearby properties.

Recommendation:

Project – Drainage improvements. The project was first added to the County’s priorities list in 2003. Some drainage improvements were made in conjunction with a recent residential development project on the south end of town. The Town should re-evaluate the scope of the project taking into consideration these improvements. The project area is located entirely within the Town of Boyce.

6. Route 7 Business (East Main Street) from Route 7 (Harry Byrd Highway) to Norfolk Southern Railroad crossing (approximately 0.94 miles of primary highway).

Cost Estimate: \$7,700,000

Assessed Need/Description:

The roadway serves as a major route for truck traffic to several industrial businesses on the east side of town including the County’s industrial park and a major (800 employees) publishing company. The current two-lane section should be upgraded to three lanes with turn lanes,

sidewalks, drainage, and safety improvements at major intersections. The project area is located predominantly within the Town of Berryville.

Recommendation:

Project – Safety/capacity improvements, drainage improvements, and addition of bicycle/pedestrian facilities to state primary route. Reconstruct East Main Street with a three-lane section where feasible along with utility relocations, drainage improvements, and new sidewalk construction.

This project has been on the County’s list of priorities since 1995.

7. Park and Ride Lot, Route 7 (Harry Byrd Highway) near intersection of Route 7 Business one mile west of Berryville.

Cost Estimate: \$2,500,000 for 250 space facility.

Assessed Need/Description:

Route 7 is a major east-west commuter route between the Winchester area and employment centers in the Washington metropolitan area. Commuter traffic has increased more than 50% along this route since 2001 and will continue to increase with new residential growth in Winchester, Frederick County, and surrounding jurisdictions. Alternatives to single-occupancy vehicle commuters must be developed to avoid increasing the capacity of Route 7 and a park and ride lot at this location would help with this effort.

Recommendation:

Project – Addition of a new commuter facility. The facility should be designed similar to the park and ride facility at Waterloo on U.S. 50 with a higher capacity to support the greater traffic demand along with accommodations for commuter buses and vans. The location on the west side of Berryville would help maximize convenience for Town and County residents who choose to commute.

B. Local Six Year Secondary Road Construction Project Priorities

The Clarke County Board of Supervisors works with Virginia Department of Transportation (VDOT) on an annual basis to prioritize state funding for improvement projects in the County’s secondary road system. State secondary system funds are allocated to a locality based on their population and land area. These system funds compose the majority of secondary road funds made available to localities and are also vary based upon the adopted state transportation budget. Other funds are available for specific project types such as upgrading unpaved roads with a hard surface (e.g., Pave in Place and Rural Rustic Roads programs) and bridge improvements.

Because secondary road construction funding varies from year to year and project requirements can change, the secondary road construction priorities are not included in the Transportation Plan.

V. Conclusions

Clarke County's approach to transportation planning mirrors the County's unique land use philosophies. Safety, functionality, and limited capacity improvements are encouraged in the incorporated towns and business growth intersections to maximize the efficiency of the road network. Capacity expansion in the unincorporated areas is strongly opposed in order to reduce future development pressures and to maintain the County's rural, agrarian, and historic character. Modest improvements to add hard surfaces to unpaved secondary roads and improve traffic safety in the unincorporated areas are generally supported.

In summation, below are five strategies that can help to further the County's transportation objectives:

1. Conduct a formal evaluation of the Transportation component plan in conjunction with the five-year review of the County's Comprehensive Plan. Perform interim evaluations of the Transportation Plan to gauge how any new impacts or funding challenges may impact the Plan's approach.
2. Continue to focus the County's limited transportation funds on projects that improve traffic safety, improve functionality, add bicycle or pedestrian features, provide new or enhance existing commuting opportunities, or replace existing gravel public roads or road segments with new hard surfaces.
3. Oppose public and private efforts to expand capacity of the County's road network outside of the incorporated towns and business growth areas including the State and Federal primary highways.
4. Support projects that improve safety, functionality, and capacity of the public road network within the Towns of Berryville and Boyce and the business growth areas of Waterloo and Double Tollgate.
5. Develop and maintain a clearinghouse of County traffic data, in conjunction with the Virginia Department of Transportation, to aid the governing bodies in making land use decisions and allocating transportation funding to specific projects.

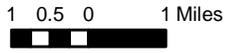
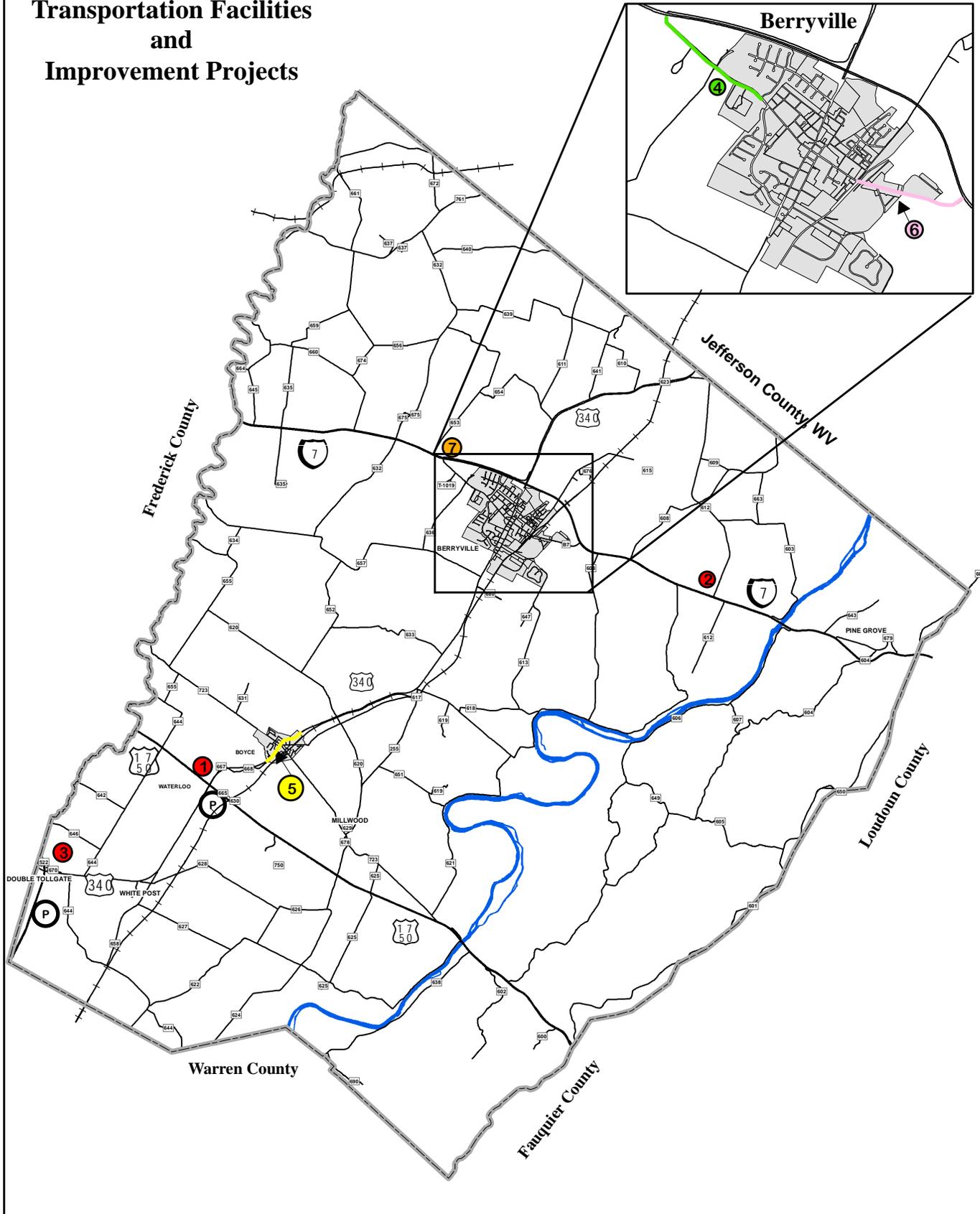
Appendix A

TRANSPORTATION FACILITIES AND IMPROVEMENT PROJECTS MAP

- 1. Intersection Improvement (Waterloo), John Mosby Highway (U.S. 50/17) and Lord Fairfax Highway (U.S. 340)**
- 2. Intersection Improvement, Harry Byrd Highway (Route 7) and Shepherds Mill Road (Route 612)**
- 3. Intersection Improvement (Double Tollgate), Lord Fairfax Highway (U.S. 340/U.S 277) and Stonewall Jackson Highway (U.S. 522)**
- 4. Safety/Capacity/Functional Improvements, West Main Street (Business Route 7) between Harry Byrd Highway (Route 7) and Hermitage Boulevard (partly in Town of Berryville)**
- 5. Drainage Improvements, Greenway Avenue (U.S. 340) in Town of Boyce**
- 6. Safety/Capacity/Functional Improvements, East Main Street (Business Route 7) between Harry Byrd Highway (Route 7) and Norfolk Southern Railroad (mostly in Town of Berryville)**
- 7. Park and Ride Lot, near intersection of Harry Byrd Highway (Route 7) and West Main Street (Business Route 7)**
- P. Park and Ride Lots at Waterloo and Double Tollgate (Department of Corrections/Virginia Department of Transportation)**

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Transportation Facilities and Improvement Projects



Legend

- Incorporated Town
- Shenandoah River
- County Boundary
- Railroads
- P Park and Ride Lot
- 1 Planned Improvement Project (See Transportation Plan text for project details)

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Appendix B

FUNCTIONAL CLASSIFICATION TABLE Public Road System (Clarke County, Town of Berryville, Town of Boyce)

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FUNCTIONAL CLASSIFICATION
Public Road Network (Clarke County and Towns of Berryville and Boyce)

<u>Route</u>	<u>Facility Name</u>	<u>From</u>	<u>To</u>	<u>Miles</u>	<u>Functional Class</u>
7	BERRYVILLE PIKE	FREDERICK CL	RTE 7 WEST BUS	3.80	Other Principal Arterial
7	HARRY FLOOD BYRD HWY	RTE 7 WEST BUS	LOUDOUN CL	9.77	Other Principal Arterial
7	WEST MAIN ST	RTE 7 WEST	RTE T-615	2.12	Major Collector
7	EAST MAIN ST	RTE T-615	RTE 7 EAST	0.93	Major Collector
50	MILLWOOD PIKE	FREDERICK CL	RTE 638	7.32	Minor Arterial
50	JOHN S MOSBY HWY	RTE 638	FAUQUIER CL	2.59	Minor Arterial
255	BISHOP MEADE HIGHWAY	RTES 50/17	RTE 340	3.84	Major Collector
277	FAIRFAX PIKE	FREDERICK CL	RTES 340/522	0.14	Minor Arterial
340	LORD FAIRFAX HIGHWAY	RTES 522/277	RTE 7	12.38	Minor Arterial
340	LORD FAIRFAX HIGHWAY	RTE 7	WEST VIRGINIA SL	4.11	Other Principal Arterial
522	FRONT ROYAL PIKE	FREDERICK CL	WARREN CL	2.11	Minor Arterial
601	BLUE RIDGE MOUNTAIN RD	RTE 50	LOUDOUN CL	9.92	Minor Collector
601	RAVEN ROCKS RD	LOUDOUN CL	WEST VIRGINIA SL	1.20	Minor Collector
606	MOUNT CARMEL RD	ROUTE 17/50	RTE 649 SOUTH	2.94	Minor Collector
606	MOUNT CARMEL RD	RTE 649 NORTH	RTE 607	2.78	Minor Collector
606	RIVER RD	RTE 607	RTE 7	1.82	Minor Collector
611	SUMMIT POINT RD	RTE 340	WEST VIRGINIA SL	2.87	Major Collector
612	SHEPHERDS MILL RD	RTE 7	RTE 340	4.73	Major Collector
613	SPRINGSBURY RD	RTE 618	WILLIAMSTEAD RD	3.13	Minor Collector
613	JACK ENDERS BLVD	RTE 613	RTE 7 BUS	0.47	Minor Collector
615	BOOM RD	RTE 7 BUS	RTE T-1005	0.12	Major Collector
615	BOOM RD	RTE T-1005	NCL BERRYVILLE	0.56	Minor Collector
615	BOOM RD	NCL BERRYVILLE	DEAD END	1.97	Minor Collector
616	S CHURCH ST	RTE 340 SOUTH	SCL BERRYVILLE	0.22	Major Collector
616	S CHURCH ST	SCL BERRYVILLE	RTE 7 BUS	0.54	Major Collector
616	N CHURCH ST	RTE 7 BUS	RTE T-1005	0.13	Major Collector
616	N CHURCH ST	RTE T-1005	RTE 340 NORTH	0.25	Minor Collector

FUNCTIONAL CLASSIFICATION
Public Road Network (Clarke County and Towns of Berryville and Boyce)

<u>Route</u>	<u>Facility Name</u>	<u>From</u>	<u>To</u>	<u>Miles</u>	<u>Functional Class</u>
617	BRIGGS RD	RTE 618	RTE 255	0.90	Minor Collector
618	LOCKES MILL RD	RTE 613	RTE 617	1.20	Minor Collector
620	BROWNTOWN RD	ROUTE 255	RTE 340	1.40	Major Collector
624	RED GATE RD	WARREN CL	RTE 622	2.30	Minor Collector
624	RED GATE RD	RTE 622	RTE 626	1.26	Minor Collector
624	RED GATE RD	RTE 626	RTE 50	0.50	Minor Collector
628	BERRYS FERRY RD	RTE 340	RTE 658	0.24	Major Collector
632	TRIPLE J RD	RTE 657	RTE 7	2.35	Major Collector
632	CRUMS CHURCH RD	RTE 7	RTE 761	4.22	Major Collector
636	WESTWOOD RD	RTE 7 BUS	RTE 657	1.47	Major Collector
638	HOWELLSVILLE RD	WARREN CL	RTE 50	3.41	Major Collector
644	GUN BARREL RD	ROUTE 340	RTE 17/50	2.70	Minor Collector
649	FROGTOWN RD	RTE 606 SOUTH	RTE 606 NORTH	3.07	Minor Collector
653	KIMBLE RD	RTE 7	RTE 654	1.40	Minor Collector
657	SENSENY RD	FREDERICK CL	RTE 340	6.32	Major Collector
658	SUGAR HILL RD	WARREN CL	RTE 622	0.59	Minor Collector
658	WHITE POST RD	RTE 622	RTE 627	2.40	Minor Collector
658	WHITE POST RD	RTE 627	RTE 340	0.65	Major Collector
660	RUSSELL RD	RTE 7	RTE 674	1.10	Minor Collector
672	SWIMLEY RD	RTE 761	RTE 661	2.98	Minor Collector
723	OLD WINCHESTER RD	FREDERICK CL	RTE 340	3.04	Major Collector
723	W MAIN ST	RTE 340	SCL BOYCE	0.29	Major Collector
723	MAIN ST	SCL BOYCE	RTE 255 NORTH	1.73	Major Collector
723	MILLWOOD RD	RTE 255 SOUTH	RTE 50	2.16	Major Collector
761	OLD CHARLES TOWN RD	FREDERICK CL	RTE 632	3.00	Major Collector
761	OLD CHARLES TOWN ROAD	RTE 632	WEST VIRGINIA SL	1.33	Major Collector
1005	LIBERTY ST	RTE T-616	RTE T-615	0.37	Major Collector

FUNCTIONAL CLASSIFICATION
Public Road Network (Clarke County and Towns of Berryville and Boyce)

<u>Route</u>	<u>Facility Name</u>	<u>From</u>	<u>To</u>	<u>Miles</u>	<u>Functional Class</u>
1035	MOSBY BLVD	RTE 340	RTE T-1041	0.47	Major Collector
1041	JACKSON DR	RTE 7 BUS	RTE T-1035	0.33	Major Collector

Clarke County Board of Supervisors



Berryville Voting District
J. Michael Hobert – Chair
(540) 955-4141

Millwood Voting District
John R. Staelin
(540) 837-1903

White Post Voting District
Bev McKay
(540) 837-1331

Buckmarsh Voting District
David S. Weiss – Vice Chair
(540) 955-2151

Russell Voting District
Barbara J. Byrd
(540) 955-1215

County Administrator
David L. Ash
(540) 955-5175

November 19, 2013 - REVISED SUBMISSION

Programming Director
Virginia Department of Transportation
1401 East Broad Street
Richmond, VA 22207

The Clarke County Board of Supervisors has reviewed its priorities for primary road improvements in the County and requests the Commonwealth Transportation Board (CTB) to allocate available funds accordingly. The following list of projects has been presented to the CTB over the past several years and we request that you continue to consider them for funding in your current deliberations on the Statewide Six Year Improvement Program.

- Intersection of US Route 340 (Lord Fairfax Highway) and US Routes 50/17 (John Mosby Highway) at Waterloo. This project was first added to our priorities list in 1992. Partial funding for engineering design was approved (UPC 54384) and we ask for full funding to complete the design phase of the project. This intersection serves as a major commercial growth area for the County and additional safety and capacity improvements are necessary to facilitate economic development. Having a complete, VDOT-approved engineering plan in place for this intersection would enable us to better negotiate developer-funded improvements via proffer or in conjunction with a traffic impact analysis as new development occurs.
- Route 7 (Harry Byrd Highway) and Route 612 (Shepherds Mill Road) intersection, 3 miles east of Berryville. This intersection experiences high traffic volumes as a commuter route and has serious safety issues due to insufficient sight distance and substandard turn lanes.
- Intersection of US Route 340/277 (Lord Fairfax Highway) and US Route 522 (Stonewall Jackson Highway) at Double Tollgate. This project was first added to our priorities list in 1997. This dangerous intersection experienced an over 30% increase in traffic since 2001 and has insufficient turn lanes and through lane capacity. We are asking for funding to complete the design phase of this project both to correct existing safety issues and to expand capacity to support future development. This intersection serves as a deferred growth area contingent upon future completion of infrastructure improvements including transportation. Having a complete, VDOT-approved engineering plan in place would help us to facilitate economic development at this intersection and would also enable us to better negotiate developer-funded improvements via proffer or in conjunction with a traffic impact analysis as new development occurs.
- Route 7 Business (West Main Street) on the west side of Berryville (approximately 1.2 miles of primary highway). This project was first added to our priorities list in 1992. This section of Route 7 Business serves four public schools, the County's Parks and Recreation Facility, and the Ruritan Fairgrounds. The current two-lane section should be upgraded to three lanes with turn lanes, drainage, and safety

www.clarkecounty.gov

101 Chalmers Court, Suite B
Berryville, VA 22611

Telephone: [540] 955-5175

improvements at major intersections, and sidewalks and bike lanes/trails should be added to facilitate pedestrian and bicycle traffic.

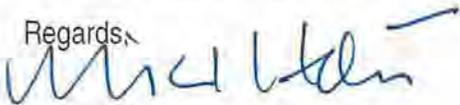
- US Route 340 (Greenway Avenue) Drainage Issues in the Town of Boyce. This project was first added to our priorities list in 2003. The project is necessary in order to replace existing drainage swales that are insufficient to handle runoff from US Route 340 and cause frequent flooding on nearby properties.
- Route 7 Business (East Main Street) on the east side of Berryville (approximately 0.94 miles of primary highway). This project has been on our list of priorities since 1995. The roadway serves as a major route for truck traffic to several industrial businesses on the east side of town including the County's industrial park and a major (800 employees) publishing company. The current two-lane section should be upgraded to three lanes with turn lanes, sidewalks, drainage, and safety improvements at major intersections.
- Park and Ride Lot, Route 7 (Harry Byrd Highway) near intersection of Route 7 Business one mile west of Berryville. Commuter traffic has increased more than 50% along this route since 2001. Alternatives to single-occupancy vehicle commuters must be developed and a park and ride lot at this location would help to reduce commuter congestion on Route 7.

The above projects are prioritized in our County's current (2007) Comprehensive Plan as well as in our draft 2013 Comprehensive and Transportation Plans that are under review. We have enclosed a copy of the draft 2013 Transportation Plan containing detailed project descriptions and planning-level cost estimates for your reference. Please note that our draft 2013 Comprehensive and Transportation Plans were recently approved by VDOT staff as being in full compliance with Chapter 729 of the 2012 Acts of Assembly.

We realize that the Commonwealth's transportation improvements are being made within severe financial limitations but we also feel strongly that these projects are of significant benefit to the Commonwealth as well as Clarke County. We also want to emphasize that County has been extremely judicious with our local six year plan funding provided by the Commonwealth. In recent years, we have focused our limited dollars on needed safety improvements such as installation of a turn lane at US Route 340 and Route 657 (Senseny Road) to remedy a dangerous intersection and to improve substandard gravel state-maintained roads through Pave-in-Place and Rural Rustic programs. Unfortunately, the projected \$217,000 allocation of local six year funds and \$579,000 for unpaved roads for FY2014-2019 will be insufficient to cover our upcoming secondary road needs. Inflexible rules regarding the use of different "pools" of State and Federal funds also prevent us from applying these monies to any of our project priorities listed above.

We welcome the opportunity to work with VDOT, the CTB, and our state legislators to identify new sources of transportation funds and to diversify existing funding sources to better meet the needs of rural jurisdictions like Clarke County.

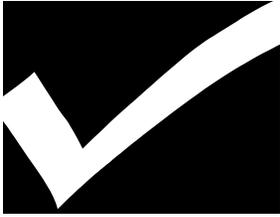
Regards,



Michael Hobert, Chairman

Cc: F. Dixon Whitworth, CTB Member (Staunton District)
Delegate-Elect Dave LaRock

Senator Jill Vogel
Delegate J. Randy Minchew



Personnel Committee Items
April 7, 2014; 9:30 am
Second Floor, Main Meeting Room
Berryville/Clarke County Government Center
101 Chalmers Court, Berryville, Virginia 22611

Item No.

Description

- A. **Closed Session re: §2.2-3711-A1 Specific individual under consideration for appointments and positions.**

04/07/2014 Summary: **Supervisor McKay moved to convene into Closed Session pursuant to §2.2-3711-A1. The motion carried as follows:**

Beverly B. McKay	- Aye
J. Michael Hobert	- Aye

The members of the Board of Supervisors Personnel Committee being assembled within the designated meeting place, with open doors and in the presence of members of the public and/or the media desiring to attend, **Supervisor McKay moved to reconvene in open session. The motion carried as follows:**

Beverly B. McKay	- Aye
J. Michael Hobert	- Aye

Supervisor McKay further moved to execute the following Certification of Closed Session:

CERTIFICATION OF CLOSED SESSION

WHEREAS, the Board of Supervisors of the County of Clarke, Virginia, Personnel Committee has convened a closed meeting on the date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3700 of the Code of Virginia requires a certification by the Board of Supervisors of the County of Clarke, Virginia Personnel Committee that such closed meeting was conducted in conformity with Virginia law.

NOW, THEREFORE BE IT RESOLVED, that the Board of Supervisors of the County of Clarke, Virginia, Personnel Committee hereby certifies that, to the best of each members knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which the 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 Board of Supervisors of the County of Clarke, Virginia.

The motion was approved by the following roll-call vote:

<i>Item No.</i>	<i>Description</i>
	Beverley B. McKay - Aye
	J. Michael Hobert - Aye

B. Expiration of Term for appointments expiring through June 2014.

04/07/2014 Summary: Following Closed Session, the Personnel Committee made the recommends appointment of:

Upon the unanimous recommendation of the Clarke County Planning Commission, the Personnel Committee recommends the re-appointment of Doug Kruhm to serve a one-year term on the Clarke County Historic Preservation Commission for a term expiring April 30, 2014.

Kevin Dunbar to serve a four-year term on the Clarke County Library Advisory Council for a term expiring April 15, 2018. Mr. Dunbar assumes the seat held by Joyce Badanes from September 2008 to April 2014.

The Personnel Committee members also acknowledged the reported resignation of Carol Myers from the Clarke County Library Advisory Council and awaiting recommendations from that Council.

C. Clarke County General Government Pay and Classification Study and Personnel Policy Update by David Ash

04/07/2014 Summary: The Committee was revised that Springsted had added additional jurisdictions to the Pay and Classification Study and that these jurisdictions were to coincide with the those included in the Clarke County Public Schools study. Position Analysis Questionnaires for clerical staff have been solicited. The Committee requested a formal update on the status of both projects at the May 20, 2014 Regular Meeting.

Appointments by Expiration Through June 2014

	<i>Appt Date</i>	<i>Exp Date</i>	<i>Orig Appt Date:</i>
<i>December 2013</i>			
Economic Development Advisory Committee	4 Yr		
Hillerson Jay Business Owner	9/15/2009	12/31/2013	9/15/2009
Members of the committee should include one or more people from all key government and business groups such as planning commission, board of supervisors, school board, industrial development authority, town of Berryville, chamber of commerce, and key business sectors such as agriculture, banking, realty, light industry, retail and tourism. Membership not limited.			
<i>April 2014</i>			
Clarke County Historic Preservation Commission	1 Yr		
Kruhm Doug Planning Commission Representative	4/16/2013	4/30/2014	4/16/2013
Section 3-E-3-d Zoning Ord "shall consist of at least 5 members not to exceed 7 members; Members shall be residents of Clarke County with a demonstrated interest in and knowledge of the historic character of Clarke County. Reasonable effort to appoint at least 2 members with professional training or equivalent experience in 1 or more of the following: architecture, architectural history, historic preservation, archeology, land use planning, or related fields. Reasonable effort to appoint at least 1 member that is a professional architect or architectural historian. At least 1 member shall be appointed from the Planning Commission upon recommendation to the Board by the Planning Commission. After the establishment of an Historic District, at least 1 member shall be a resident of a local Historic District."			
Clarke County Library Advisory Council	4 Yr		
Badanes Joyce Millwood District	4/20/2010	4/15/2014	9/16/2008
10 Members and 1 BOS liaison			
Clarke County Planning Commission			
McFillen Thomas Berryville District	5/1/2010	4/30/2014	4/20/2010
1st 12/20/1994 & Resigned 4/25/03; 4/2010 Appointed to Serve Arnold Seat			
Appointed by BOS; Oath of Office Required - Clerk of Circuit Court; Section 1-C-2 of the Zoning Ordinance states: "The Planning Commission shall consist of eleven members, appointed by the Board. Members of the Planning Commission shall be residents of the County, with there being 2 residents of each of the Board Election Districts. In addition, 1 member of the Commission shall be a member of the Board. Members of the Commission shall be qualified by knowledge and experience to make decisions on questions of community growth and development. At least 1/2 of the members of the Planning Commission shall be owners of real property in the County."			
<i>May 2014</i>			
Clarke County Historic Preservation Commission	4 Yr		
Stieg, Jr. Robert Millwood District	1/23/2014	5/31/2014	1/23/2014
Fill unexpired term of Thomas Gilpin			
Section 3-E-3-d Zoning Ord "shall consist of at least 5 members not to exceed 7 members; Members shall be residents of Clarke County with a demonstrated interest in and knowledge of the historic character of Clarke County. Reasonable effort to appoint at least 2 members with professional training or equivalent experience in 1 or more of the following: architecture, architectural history, historic preservation, archeology, land use planning, or related fields. Reasonable effort to appoint at least 1 member that is a professional architect or architectural historian. At least 1 member shall be appointed from the Planning Commission upon recommendation to the Board by the Planning Commission. After the establishment of an Historic District, at least 1 member shall be a resident of a local Historic District."			
<i>June 2014</i>			
Lord Fairfax Emergency Medical Services Council	3 Yr		
Coffelt Lee Career Representative	9/27/2011	6/30/2014	11/18/2008
3 Clarke County Members; 3-year term; 1 consecutive term limit; Each locality will be represented with at least 1 volunteer and 1 career EMS provider. The following classes and categories of individuals, organizations, and professions will be eligible as members of the Board: Consumers; Governmental Representatives; Hospital Administration; Physicians; Nurses; Rescue Squads and Fire Companies			

Russell – Maral Kalbian (exp. 4/15/15)
Barbara Byrd (BOS liaison)
Shelley Daisley (exp. 4/15/16)
Nancy Foster (exp. 4/15/16)
Dirck Holscher (exp. 4/15/17)
Maxine Zinman (exp. 4/15/15)
White Post – Carol Myers (exp. 4/15/17)

Thank you for your consideration. This would mean a lot to me, and as a career newsman and media specialist, I would be well-suited.

Best regards,

George Archibald

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Michael Hobert

Clarke County Board of Supervisors

24 East Main Street | Berryville, VA 22611

Phone: 540.955.4141 | Fax: 540.955.4186 | Email: clarkesupervisor@visuallink.com

Clarke County Committee Listing

			<i>Appt Date</i>	<i>Exp Date</i>
<i>Barns of Rose Hill Board of Directors</i>				3 Yr
Johnston	Bill	Buckmarsh District	7/17/2012	12/31/2014
<i>BCCGC Joint Building Committee</i>				Open-End
Ash	David L.	County Administrator		
McKay	Beverly	BOS - Alternate	1/23/2014	12/31/2014
Weiss	David	BOS - Appointed Member	1/23/2014	12/31/2014
<i>Berryville Area Development Authority</i>				3 Yr
Boyles	Jerry	White Post District	4/1/2012	3/31/2015
Ohrstrom, II	George	Russell District	3/19/2013	3/31/2016
Smart	Kathy	White Post District	1/23/2014	3/31/2017
<i>Berryville Area Development Authority Comprehensive Plan Committee</i>				Open-End
Hobert	J. Michael	Berryville District	1/7/2008	
McKay	Beverly	White Post District	3/20/2012	
<i>Board of Septic & Well Appeals</i>				4 Yr
Blatz	Joseph	Millwood / Pine Grove District; Citizen Member	4/17/2012	2/15/2016
Caldwell	Anne	Millwood District; Planning Commission; Vice Chair - Alternate	1/10/2014	12/31/2014
Ohrstrom, II	George	Russell District; Planning Commission Chair	1/10/2014	12/31/2014
Staelin	John	BOS - Appointed Member	1/23/2014	12/31/2014
Teetor	Alison	Staff Representative		
Weiss	David	BOS Vice Chair - Alternate	1/23/2014	12/31/2014
<i>Board of Social Services</i>				4 Yr
Brown	Dwight	Berryville District	4/16/2013	7/15/2017
Byrd	Barbara J.	BOS - Appointed Member	1/23/2014	1/31/2014
Ferrebee	Robert	Millwood District	4/16/2013	7/15/2016
Gray	Lynn	Berryville District	4/16/2014	7/15/2014
Pierce	Edwin Ralph	Berryville District	2/21/2012	12/15/2014
<i>Board of Supervisors</i>				4 Yr
Byrd	Barbara J.	Russell District	1/1/2012	12/31/2015
Hobert	J. Michael	Berryville District; Chair	1/1/2011	12/31/2015
McKay	Beverly	White Post District	1/1/2012	12/31/2015
Staelin	John	Millwood / Pine Grove District	1/1/2012	12/31/2015
Weiss	David	Buckmarsh/Blue Ridge; Vice Chair	1/1/2012	12/31/2015
<i>Board of Supervisors Finance Committee</i>				1 Yr

Monday, March 31, 2014

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			<i>Appt Date</i>	<i>Exp Date</i>
Byrd	Barbara J.	BOS - Alternate	1/23/2014	1/31/2014
Hobert	J. Michael	BOS - Appointed Member	1/23/2014	12/31/2014
McKay	Beverly	BOS - Alternate	1/23/2014	12/31/2014
Staelin	John	BOS - Alternate	1/23/2014	12/31/2104
Weiss	David	BOS - Appointed Member	1/23/2014	12/31/2014

Board of Supervisors Personnel Committee

1 Yr

Byrd	Barbara J.	BOS - Alternate	1/23/2014	1/31/2014
Hobert	J. Michael	BOS - Appointed Member	1/23/2014	12/31/2014
McKay	Beverly	BOS - Appointed Member	1/23/2014	12/31/2014
Weiss	David	BOS - Alternate	1/23/2014	12/31/2014

Board of Zoning Appeals

5 Yr

Borel	Alain F.	White Post District	1/23/2014	2/15/2019
Caldwell	Anne	Millwood District	1/19/2010	2/15/2015
Kackley	Charles	Russell District	2/12/2008	2/15/2018
McKelvy	Pat	Alternate At Large	2/6/2014	2/15/2019
Means	Howard	Millwood District	12/14/2009	2/15/2016
Volk	Laurie	Russell District	2/18/2014	2/15/2019

Clarke County Agricultural Advisory Committee

Arthur	Warren	Former Commissioner of the Revenue		
Buckley	Samuel	White Post District	7/21/2009	7/15/2015
Day	Emily	Greenway District	7/21/2009	7/15/2015
Dorsey	Tupper	Battletown District	7/21/2009	7/15/2015
Gordon	Carolyn	Battletown District	7/21/2009	7/15/2015
McFillen	Thomas	Berryville District	7/21/2009	7/15/2015
McKay	Beverly	White Post District	7/21/2009	7/15/2015
Norman	Debbie	Russell District	7/21/2009	7/15/2015
Russell	Jesse	Staff Representative		
Shenk	Philip	Buckmarsh District	7/21/2009	7/15/2015
Weiss	David	BOS - Appointed Member	1/23/2014	12/31/2014

Clarke County Historic Preservation Commission

4 Yr

Caldwell	Anne	Millwood District	4/16/2014	5/31/2017
Carter	Paige	White Post District	5/15/2012	5/31/2016
Fields	Betsy	Berryville District	5/15/2012	5/31/2016
Hiatt	Marty	Buckmarsh / Blue Ridge District	6/19/2007	5/31/2015
Kruhm	Doug	Planning Commission Representative	4/16/2013	4/30/2014
Stieg, Jr.	Robert	Millword District	1/23/2014	5/31/2014
Teetor	Alison	Staff Representative		
York	Robert	White Post District	6/18/2013	5/31/2017

Monday, March 31, 2014

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			<i>Appt Date</i>	<i>Exp Date</i>
<i>Clarke County Industrial Development Authority</i>				4 Yr
Armbrust	Wayne	White Post District; Vice Chair	8/19/2008	10/30/2016
Cochran	Mark	Buckmarsh District	9/17/2013	10/30/2017
Frederickson	Allan	White Post District; Secretary / Treasurer	9/17/2013	10/30/2017
Hobbs	Robert	White Post District	7/16/2013	10/30/2014
Jones	Paul	Russell District	5/15/2012	10/30/2015
Juday	David	Russell District; Chair	12/21/2010	10/30/2014
Pierce	Rodney	Buckmarsh District	8/19/2008	10/30/2016
Staelin	John	BOS - Liaison	1/23/2014	12/31/2014
<i>Clarke County Library Advisory Council</i>				4 Yr
Al-Khalili	Adeela	Buckmarsh District	4/19/2011	4/15/2015
Badanes	Joyce	Millwood District	4/20/2010	4/15/2014
Byrd	Barbara J.	BOS - Liaison	1/23/2014	1/31/2014
Curran	Christopher	Buckmarsh District	4/16/2013	4/15/2017
Daisley	Shelley	Russell District	7/17/2012	4/15/2016
Foster	Nancy	Russell District	4/17/2012	4/15/2016
Holscher	Dirck	Russell District	4/16/2013	4/15/2017
Kalbian	Maral	Millwood District	4/19/2011	4/15/2015
Myers	Carol	White Post District	5/21/2013	4/15/2017
Zinman	Maxine	Russell District	4/19/2011	4/15/2015
<i>Clarke County Litter Committee</i>				1 Yr
Staelin	John	BOS - Liaison	1/23/2014	12/31/2014
<i>Clarke County Planning Commission</i>				4 Yr
Bouffault	Robina Rich	White Post / Greenway District	5/15/2012	4/30/2016
Buckley	Randy	White Post District	1/23/2014	4/30/2018
Byrd	Barbara J.	BOS - Alternate	1/23/2014	12/31/2014
Caldwell	Anne	Millwood / Chapel District; Vice Chair	4/16/2013	4/30/2017
Kreider	Scott	Buckmarsh / Battletown District	5/15/2012	4/30/2016
Kruhm	Doug	Buckmarsh / Battletown District	3/18/2014	4/30/2018
McFillen	Thomas	Berryville District	5/1/2010	4/30/2014
Nelson	Clifford	Russell / Longmarsh District	4/16/2013	4/30/2017
Ohrstrom, II	George	Russell District; Chair	4/19/2011	4/30/2015
Staelin	John	BOS - Appointed Member	1/23/2014	12/31/2014
Steinmetz, II	William	Berryville District	5/15/2012	4/30/2016
Stidham	Brandon	Staff Representative		
Turkel	Jon	Millwood / Chapel District	9/15/2011	4/30/2015
<i>Clarke County Sanitary Authority</i>				4 Yr
Dunning, Jr.	A.R.	White Post District	11/19/2013	1/5/2018

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			<i>Appt Date</i>	<i>Exp Date</i>
Legge	Michael	Staff Representative		
Mackay-Smith, Jr.	Alexander	White Post District; Vice Chair	1/15/2013	1/5/2017
Myer	Joe	Town of Boyce	2/21/2012	1/5/2016
Staelin	John	BOS - Liaison	1/23/2014	12/31/2014
Welliver	Ralph	Berryville District	3/19/2013	6/30/2016
Williams	Ian R.	White Post District; Chair	1/15/2013	1/5/2017
<i>Conservation Easement Authority</i>				<i>3 Yr</i>
Buckley	Randy	White Post District	11/19/2013	12/31/2016
Engel	Peter	White Post District	1/15/2013	12/31/2015
Jones	Michelle	Millwood / Pine Grove District	2/18/2014	12/31/2016
Ohrstrom, II	George	Russell District; Planning Commission Representative	4/16/2013	4/30/2016
Teetor	Alison	Staff Representative		
Thomas	Walker	Buckmarsh District	11/20/2012	12/31/2015
Wallace	Laure	Millwood District	11/19/2013	12/31/2016
Weiss	David	BOS - Appointed Member	1/23/2014	12/31/2014
<i>Constitutional Officer</i>				
Butts	Helen	Clerk of the Circuit Court	1/1/2008	12/31/2015
Keeler	Sharon	Treasurer	1/1/2012	12/31/2015
Mackall	Suzanne	Commonwealth Attorney	1/1/2012	12/31/2015
Peake	Donna	Commissioner of the Revenue	1/1/2012	12/31/2015
Roper	Anthony	Sheriff	1/1/2012	12/31/2015
<i>County Administrator</i>				
Ash	David L.	County Administrator	3/19/1991	
<i>Economic Development Advisory Committee</i>				<i>4 Yr</i>
Barb	Jim	Real Estate Rep, Business Owner	11/29/2013	12/31/2017
Conrad	Bryan H.	Agriculture, Fire & Rescue	1/1/2011	12/31/2014
Dunkle	Christy	Town of Berryville Representative	2/21/2012	12/31/2015
Hillerson	Jay	Business Owner	9/15/2009	12/31/2013
Milleson	John R.	Banking, Finance	8/16/2011	12/31/2014
Myer	Dr. Eric	Agriculture Rep, Business Owner	1/1/2011	12/31/2014
Pritchard	Elizabeth	Hospitality Industry	7/17/2012	8/31/2016
Staelin	John	BOS - Appointed Member	1/23/2014	12/31/2014
<i>Fire and Emergency Services (EMS) Workgroup</i>				<i>Open-End</i>
Braithwaite	Jay	Fire & Rescue Volunteer	9/25/2013	
Buckley	Randy	Fire & Rescue Volunteer	9/25/2013	
Leffel	Elizabeth	Fire & Rescue Volunteer	9/25/2013	
Stidham	Brandon	Staff Representative	9/25/2013	
Wallace	Laure	Fire & Rescue Volunteer	9/25/2013	

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Weiss	David	BOS - Liaison	9/25/2013	
White	Neal	Town of Berryville Chief of Police	9/25/2013	
<i>Handley Regional Library Board</i>				4 Yr
Myer	Tamara	Town of Boyce	8/20/2013	11/30/2017
<i>Joint Administrative Services Board</i>				Open-End
Ash	David L.	County Administrator	12/22/1993	
Hobert	J. Michael	BOS - Appointed Member	1/23/2014	12/31/2014
Judge	Tom	Staff Representative	2/14/1994	
Keeler	Sharon	Treasurer	3/12/2005	
Murphy	Michael	School Superintendent	7/1/2008	
Schutte	Charles	School Board Representative	1/8/2012	12/31/2013
Weiss	David	BOS - Alternate	1/23/2014	12/31/2014
<i>Legislative Liaison and High Growth Coalition</i>				1 Yr
Hobert	J. Michael	BOS - Liaison	1/23/2014	12/31/2014
<i>Lord Fairfax Community College Board</i>				4 Yr
Daniel	William	Berryville District	7/1/2012	6/30/2016
<i>Lord Fairfax Emergency Medical Services Council</i>				3 Yr
Burns	Jason	Career Representative	7/17/2012	6/30/2015
Coffelt	Lee	Career Representative	9/27/2011	6/30/2014
Stidham	Angela	Medical Professional; White Post District	9/17/2013	6/30/2016
<i>Northern Shenandoah Valley Regional Commission</i>				1 Yr
McKay	Beverly	BOS - Appointed Member	1/23/2014	12/31/2014
Staelin	John	BOS - Alternate	1/23/2014	12/31/2014
Stidham	Brandon	Citizen Representative [Planning Director]	2/19/2013	1/31/2016
<i>Northwestern Community Services Board</i>				3 Yr
Harris	Lucille	Millwood District	1/15/2013	12/31/2015
Stieg, Jr.	Robert	Millwood District	3/20/2012	12/31/2014
<i>Northwestern Regional Jail Authority</i>				1 Yr
Ash	David L.	BOS - Appointed Member	1/23/2014	12/31/2014
Byrd	Barbara J.	BOS - Liaison Alternate	1/23/2014	12/31/2014
Roper	Anthony	Sheriff	1/1/2012	12/31/2015
Wyatt	Jimmy	Millwood District	1/17/2012	12/31/2015
<i>Northwestern Regional Juvenile Detention Center Commission</i>				1 Yr
Byrd	Barbara J.	BOS - Liaison	1/23/2014	12/31/2014
Wyatt	Jimmy	Millwood District	1/15/2013	12/20/2016

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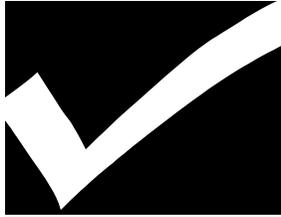
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<i>Old Dominion Alcohol Safety Action Policy Board & Division of Court Services</i>				3 Yr
Roper	Anthony	Sheriff	11/19/2013	12/31/2016
<i>Old Dominion Community Criminal Justice Board</i>				3 Yr
Roper	Anthony	Sheriff	11/19/2013	12/31/2016
<i>Our Health</i>				3 Yr
Shipe	Diane	Buckmarsh District	4/16/2013	3/15/2016
<i>Parks & Recreation Advisory Board</i>				4 Yr
Heflin	Dennis	White Post District	1/15/2013	12/31/2016
Hobert	J. Michael	BOS - Liaison	1/21/2014	12/31/2014
Huff	Ronnie	Town of Berryville Representative	1/1/2012	12/31/2015
Jones	Paul	Russell District; At Large	1/1/2011	12/31/2014
Lichliter	Gary	Russell District	1/15/2013	12/31/2016
Rhodes	Emily	Buckmarsh District	2/21/2012	12/31/2015
Sheetz	Daniel A.	Berryville District	11/19/2013	12/31/2017
Trenary	Randy	Appointed by Clarke County School Board	10/24/2013	12/31/2014
Wisecarver	Steve	Appointed by Town of Boyce	11/5/2013	12/31/2017
<i>People Inc. of Virginia</i>				3 Yr
Hillerson	Coleen	Clarke County Rep Board of Directors	6/18/2013	7/31/2016
<i>Regional Airport Authority</i>				1 Yr
Ash	David L.	BOS - Alternate	1/23/2014	12/31/2014
Crawford	John	Buckmarsh District	7/17/2012	6/30/2016
McKay	Beverly	BOS - Alternate	1/23/2014	12/31/2014
<i>Shenandoah Area Agency on Aging, Inc.</i>				4 Yr
Bouffault	Robina Rich	White Post District	7/16/2013	9/30/2014
Edwards, Jr.	James N.	White Post District	9/1/2012	9/30/2016
<i>Shenandoah Valley Chief Local Elected Officials Consortium</i>				
Ash	David L.	BOS Designee for Chief Elected Official		
<i>Shenandoah Valley Workforce Investment Board</i>				4 Yr
James	Patricia	Berryville District	9/17/2013	6/30/2017
<i>The 150th Committee</i>				4 Yr
Al-Khalili	Adeela	Clarke County African-American Cultural Center / Josephine Community Museum	1/18/2011	12/31/2015
Davis	Dorothy	Clarke County African-American Cultural Center / Josephine Community Museum	1/18/2011	12/31/2015

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			<i>Appt Date</i>	<i>Exp Date</i>
Heder	Terence	Shenandoah Valley Battlefields Foundation	1/18/2011	12/31/2015
Kalbian	Maral	Community Representative	1/18/2011	12/31/2015
Lee	Jennifer	Clarke County Historic Museum Representative	1/18/2011	12/31/2015
McKay	Beverly	BOS - Appointed Member	1/23/2014	12/31/2014
Means	Howard	CCHA Representative	1/18/2011	12/31/2015
Morris	Mary	Clarke County Historic Museum Representative	1/18/2011	12/31/2015
Murphy	Michael	CCPS Representative	1/18/2011	12/31/2015
Russell	Jesse	Staff Representative Economic Development	1/18/2011	12/31/2015
Sours, Jr.	John	Community Representative	1/18/2011	12/31/2015
Stieg, Jr.	Robert	Millwood District	1/18/2011	12/31/2015
<i>Warren-Clarke County Microenterprise Assistance Program Management Team</i>				<i>2 Yr</i>
Blakeslee	Steve	County Representative	9/18/2012	
Dunkle	Christy	Town of Berryville Representative	9/18/2012	
Greene	Laurel	Town of Boyce Representative	9/18/2012	
Hobbs	Robert	County Representative	9/18/2012	
Hoffman	Michael	County Representative	9/18/2012	
McIntosh	Charles	County Representative	9/18/2012	
Myer	Dr. Eric	Designated Alternate	9/18/2012	
Stidham	Brandon	County Representative	9/18/2012	



**Board of Supervisors Work Session Agenda
 April 7, 2014 10:00 am
 Second Floor, Main Meeting Room
 Berryville/Clarke County Government Center
 101 Chalmers Court, Berryville, Virginia 22611**

*Item
 No.*

Description

A. Closed Session with Robert Mitchell pursuant to §2.2-3711-A7

Supervisor Staelin moved to convene into Closed Session pursuant to §2.2-3711-A7 Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body; and consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. The motion carried as follows:

Barbara J. Byrd	- Aye
J. Michael Hobert	- Aye
Beverly B. McKay	- Aye
John R. Staelin	- Aye
David S. Weiss	- Aye

The members of the Board of Supervisors being assembled within the designated meeting place, with open doors and in the presence of members of the public and/or the media desiring to attend, **Vice Chairman Weiss moved to reconvene in open session. The motion carried as follows:**

Barbara J. Byrd	- Aye
J. Michael Hobert	- Aye
Beverly B. McKay	- Aye
John R. Staelin	- Aye
David S. Weiss	- Aye

Vice Chairman Weiss further moved to execute the following Certification of Closed Session:

CERTIFICATION OF CLOSED SESSION

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

WHEREAS, Section 2.2-3700 of the Code of Virginia requires a certification by the Board of Supervisors of the County of Clarke, Virginia that such closed meeting was conducted in conformity with Virginia law.

NOW, THEREFORE BE IT RESOLVED, that the Board of Supervisors of the County of Clarke, Virginia, hereby certifies that, to the best of each members knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which the certification resolution applies, and (ii) only such public business matters as were identified in

*Item
No.*

Description

the motion convening the closed meeting were heard, discussed or considered by the Board of Supervisors of the County of Clarke, Virginia.

The motion was approved by the following roll-call vote:

Barbara J. Byrd	- Aye
J. Michael Hobert	- Aye
Beverly B. McKay	- Aye
John R. Staelin	- Aye
David S. Weiss	- Aye

No action was taken on matters discussed in Closed Session.

B. Draft 2014 Town of Berryville & Clarke County Bicycle and Pedestrian Plan

04/07/2014 Summary: Tyler Klein from NSVRC discussed the draft plan. Mr. Klein explained that the purpose of the plan was to identify current bike routes and various ways in which those routes could be interconnected and/or improved to better manage the competing needs and desires of bicyclists and vehicular traffic. Mr. Klein noted that there would be a number of public hearings on the plan at different locations throughout the region and a revised draft document would be returned to the Board for consideration.

C. Stormwater Management Program Update by Brandon Stidham

04/07/2014 Summary: Brandon Stidham presented a review of the Stormwater Management Program progress pointing out recent legislation requiring the County to complete changes to the stormwater plan no later than July 1 if the County desires to self-manage the program. Mr. Stidham recommends the County opt to manage its own stormwater management program and will work to ensure the Board has the required ordinance and manual changes in place prior to July 1.

D. Budget Impasse Resolution by J. Michael Hobert

04/07/2014 Summary: Following discussion, Supervisor Staelin moved to adopt Resolution 2014-04R and to authorize the Chair to execute transmit letters to legislators. The motion carried by the following vote:

Barbara J. Byrd	- Aye
J. Michael Hobert	- Aye
Beverly B. McKay	- Aye
John R. Staelin	- Aye
David S. Weiss	- Aye

Item
No.

Description

E. White Post Dairy Update by Alison Teetor

04/07/2014 Summary: Following review, **Supervisor Staelin moved that staff prepare letter to DEQ and to area legislators expressing dissatisfaction in the manner in which DEQ is enforcing the consent agreements in place. The motion carried as follows:**

Barbara J. Byrd	- Aye
J. Michael Hobert	- Aye
Beverly B. McKay	- Aye
John R. Staelin	- Aye
David S. Weiss	- Aye

F. Fire and EMS – Implementation of Workgroup Recommendations Update by David Ash and Brandon Stidham

04/07/2014 Summary: Due to time constraints, discussion on the item was moved to the Regular Meeting.

G. Identify CCPS Discussion Issues

04/07/2014: Mike Murphy advised via email on March 24 that for the April 15 meeting the School Board [Chip Schutte scheduled] would like to provide an update on the Superintendent search.

04/07/2014 Summary: The Supervisors confirmed inclusion on the April 15 Regular Meeting agenda of update by the Clarke County School Board on its Superintendent search.

The Personnel Committee requested updates on the Pay and Classification Studies from the Clarke County School Board and the General Government at the May 20 Regular Meeting.



Clarke County Planning Department
101 Chalmers Court, Suite B
Berryville, Virginia 22611
(540) 955-5132

TO: Board of Supervisors members

FROM: Brandon Stidham, Planning Director

RE: Draft 2014 Town of Berryville & Clarke County Bicycle and Pedestrian Plan

DATE: April 2, 2014

Tyler Klein (Northern Shenandoah Valley Regional Commission-NSVRC) will be attending the April 7 work session to make a short presentation on the draft 2014 Town of Berryville & Clarke County Bicycle and Pedestrian Plan. A background memo on this effort was included in your March meeting packet as an informational item.

As noted in the memo NSVRC staff has been working in conjunction with Town and County Planning staffs, Jon Turkel (Planning Commission), and Virginia Department of Transportation (VDOT) staff to develop the Plan under NSVRC's Rural Transportation FY2014 Work Program. The draft for public review is nearing completion and updates on the Plan and NSVRC's outreach efforts are being provided to both the Commission and the Board of Supervisors in April. After the public outreach efforts are completed, a final draft will be developed and presented to the Board of Supervisors for acceptance. The Plan then may be used in the Commission's efforts to develop the new Recreation Component Plan and incorporated into the Transportation Component Plan. Developing and maintaining a bicycle and pedestrian plan is included as Policy #6 in Transportation Objective #12 in the 2013 Comprehensive Plan.

A copy of the draft Plan is enclosed for your reference. Should you have questions or concerns in advance of the meeting, please do not hesitate to contact me.

2014

Town of Berryville & Clarke County Bicycle & Pedestrian Plan



Prepared By:

Northern Shenandoah Valley Regional Commission

Prepared For:



Steering Committee Members

Brandon Stidham, Clarke County Planning Director

Alison Teetor, Clarke County Natural Resource Planner

Jon Turkel, Clarke County Planning Commissioner

Christy Dunkle, Town of Berryville Planning Director

W. Neal White, Town of Berryville Chief of Police

Virginia Department of Transportation

Terry Short, Jr., Staunton District

Gerald Gatobu, Staunton District

Northern Shenandoah Valley Regional Commission

John Madera, AICP, Principal Planner

M. Tyler Klein AICP, Senior Planner

David Cooper, GIS Manager

The Town of Berryville & Clarke County Bicycle & Pedestrian Plan was completed under the Northern Shenandoah Valley Regional Commission (NSVRC) Fiscal Year 2014 Rural Transportation Work Program.

All recommendations are subject to approval by the Berryville Town Council and Clarke County Board of Supervisors and should be consistent with Virginia Department of Transportation (VDOT) design standards and policies.

Cost estimates should be regarded as planning level and preliminary in nature. Variations from actual project costs will/may result from additional factors such as design exceptions, value engineering, utility relocation, and environmental impacts. As projects move forward in the project development process, emerging details will support the refinement of these costs.

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Executive Summary

Bicycle and pedestrian links are vital to a community's overall health, safety and welfare. There are numerous economic development benefits in the intersection between bicycling, walkability and tourism. Bicycling and walking are an important mode of transportation, whether used separately or with other modes of transportation. Since 1991, the federal government has recognized the role of bicycle and pedestrian modes and their importance as part of an overall balanced transportation system.

The *Town of Berryville & Clarke County Bicycle and Pedestrian Plan* was prepared in response to a joint request from the Town of Berryville and Clarke County under the Northern Shenandoah Valley Regional Commission (NSVRC) Rural Transportation Work Program at no cost to either locality. The Plan provides a comprehensive overview of the existing transportation network and outlines recommendations for bicycle and pedestrian enhancements in each locality to better serve transportation, recreation and economic development objectives. Existing routes in the Town and County were identified through review of local bicycling club routes/rides (Winchester Wheelman, Potomac Pedalers and Panhandle Pedalers) and VA bicycling guidebooks. A full summary of these materials is provided in the Appendix section of this Plan. Berryville and Clarke County identified the following priorities for developing this Plan:

- Emphasis on economic development and bicycle tourism;
- Using the 2004 Walking and Wheeling Plan as a basis for the current planning efforts;
- Generating a site-specific improvement program, rather than a policy plan;
- Planning/coordination with US Bicycle Route 11 development including support of routing through Town of Berryville;
- Link existing route network with City of Winchester (Green Circle Trail) and with the Washington & Old Dominion (W&OD) Trail across the mountain in Purcellville to create regional bicycle tourism opportunities;
- Connectivity to local area attractions;
- Emphasis on improvements to roadway segments to link existing bicycle network;
- Intensive treatments within the Town of Berryville such as shared lane markings or bike lanes where feasible;
- Identify bicycle rally/ride event management best practices;
- Identify future funding opportunities; tie project priorities to VDOT Six-Year Improvement Plan projects; and
- Link with Safe Routes to School initiatives (Berryville).

In preparation for analyzing current bicycle and pedestrian facilities applicable planning documents that were developed state-wide, regionally and locally were explored and provide the framework for future planning and prioritization efforts in Berryville and Clarke County. Challenges to bicycling in Berryville and Clarke County include the following:

- Continuity of low-volume routes broken by primary system segments without shoulders;
- Lack of bike parking in downtown Berryville and major destinations/points of interest;

- Primary system in Berryville could be more welcoming of bicyclists;
- Motor vehicle and bicyclist conflicts; concerns for safety of all road users;
- Need for increased coordination among local Town/County staff such as Police and Fire & Rescue for event planning and management;
- Lack of a cohesive strategy for monetizing bike tourism;
- No safe route/link to Washington & Old Dominion (W & OD) Trail (Purcellville, VA); and
- Need for more multi-use trails (or shared-use paths) in local urban areas (Berryville).

The Town of Berryville cited the following as contributing factors to the overall efficiency of the pedestrian network in and around the Town:

- Relative connectivity of sidewalks to and from the downtown business district and park;
- A detailed School(s) Travel Plan to encourage walking and biking to school (Johnson Williams Middle School); and
- Connectivity requirements of existing (and future) subdivisions to include pedestrian accommodations.

Impediments identified in the planning process to efficient pedestrian movement in the Berryville area include:

- Need for sidewalks to meet Americans with Disabilities Act (ADA) standards (i.e. minimum of 36" width) for mobility for all persons regardless of abilities;
- Lack of sidewalks in older neighborhoods (at least on one side of the street); and
- Need for a comprehensive inventory of existing sidewalk conditions.

Recommended facility improvements should be consistent with VDOT design standards and policies and Manual of Uniform Traffic Control Devices (MUTCD) Chapter 9: *Traffic Control for Bicycle Facilities*. Where feasible, roadway improvements should be made in conjunction with VDOT's existing project and paving schedule and the minimum paved shoulder width should be used depending on roadway functional classification. Additionally, coordination among staff should be undertaken where projects link with adjacent localities (City of Winchester, Frederick, Loudoun & Warren Counties).

In general the following bicycle facility treatments are recommended by roadway type in Berryville and Clarke County:

Local/Urban

- Narrow travel lanes to reduce speed of motor vehicles (Berryville & Millwood);
- Intersection crossing markings;
- Share the Road, Wayfinding signs;
- Multi-Use Trails

Rural

- Where feasible add paved shoulders (2 to 4 feet wide as permissible);
- Share the Road signs; and
- Wayfinding signs

Pedestrian recommendations identified in the planning process include:

- Include pedestrian accommodations and links to the broader network with all new development;
- Develop a sidewalk retrofit/maintenance program;
- Identify crosswalks on primary system in need of improvement (signs, pavement markings, signals);
- Adopt pedestrian-friendly street design standards for new development; require connectivity in new developments to downtown and public institutions; and
- Adopt a complete streets ordinance/resolution to ensure that pedestrian needs are considered in the design of VDOT projects and meet ADA accessibility requirements. The Virginia Department of Rail and Public Transportation (DRPT) have published "Multimodal System Design Guidelines," appended in 2014, to the VDOT Design Manual, as a statewide Complete Streets policy.

Where feasible, roadway improvements should be made in conjunction with VDOT's existing project and paving schedule. Additional funding resources that could be used to implement projects and strategies identified above could include:

- Transportation Alternatives Program (TAP)
- Bike Virginia: Sunrise Project Grants
- Virginia Recreational Trails Program (RTP)
- Bikes Belong Foundation
- Bike-Walk Virginia: Safe Routes to School Mini-Grants
- Kodak American Greenways Grant

The following recommendations should be considered next steps for both the Town and County leadership and staff in planning and implementing strategies for improving bicycle and pedestrian accommodations. This includes:

- Incorporation of the preceding bicycle and pedestrian accommodations into updates to local comprehensive and transportation plans;
- Working with NSVRC and VDOT staff to incorporate bicycle and pedestrian accommodation projects identified in Tables 1 and 2 into the Virginia's Six-Year Improvement Plan and VDOT maintenance program.
- Directing local and NSVRC staff to pursue funding opportunities for additional planning, design/engineering and construction of facilities improvements identified in Tables 1 and 2;
- Coordination with local economic development entities and regional tourism pages (i.e. Bike the Valley) to promote bicycle tourism opportunities; and
- Continued coordination with local law enforcement, public schools and local clubs to provide continued bicycle and pedestrian safety and awareness training opportunities.

The Town of Berryville and Clarke County consider bicycling and pedestrian amenities to be a key component of sustainable community and economic growth while connecting the localities to the broader region.

Introduction

Project Purpose

Bicycle and pedestrian links are vital to a community's overall health, safety and welfare. There are numerous economic development benefits in the intersection between bicycling, walkability and tourism. Bicycling and walking are an important mode of transportation, whether used separately or with other modes of transportation. Since 1991, the federal government has recognized the role of bicycle and pedestrian modes and their importance as part of an overall balanced transportation system. The Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA) placed increased importance on the use of the bicycle from a transportation standpoint and called on each state Department of Transportation to encourage its use. With the passage of the Transportation Equity Act for the 21st Century (TEA-21) and its successor, SAFETEA-LU, the federal government reaffirmed its commitment to bicycling. In Virginia, the Department of Transportation (VDOT), the Department of Rail and Public Transportation (DRPT), planning districts and localities have recognized the need for a comprehensive approach to bicycle and pedestrian planning. Thus this plan seeks to integrate previous planning efforts and identify priorities for future implementation.

The *Town of Berryville & Clarke County Bicycle and Pedestrian Plan* was prepared in response to a joint request from the Town of Berryville and Clarke County under the Northern Shenandoah Valley Regional Commission (NSVRC) Rural Transportation Work Program at no cost to either locality. The Plan provides a comprehensive overview of the existing transportation network and outlines recommendations for bicycle and pedestrian enhancements in each locality to better serve transportation, recreation and economic development objectives. This Plan will serve to inform future planning efforts by Berryville and Clarke County, including the *Parks & Recreation Plan* element of the Clarke County Comprehensive Plan update (2013) and tourism and marketing initiatives.

Finally, this Plan also provides an overview of outdoor recreational opportunities in Berryville and Clarke County and an analysis of the interconnectivity among on-street bicycle accommodations, pedestrian facilities, trails, parks, and other points of interest or tourist destinations.

The Planning Process

The planning process consisted of a series of facilitated project steering committee meetings held October 2013 to March 2014; the development and analysis of bicycle and pedestrian related data, trends and projections; development and implementation of stakeholder outreach through a public input session and public outreach website; and a capital improvements project priorities list of bicycle and pedestrian enhancements. Berryville and Clarke County identified the following items to be prioritized when developing this Plan:

- Emphasis on economic development and bicycle tourism;
- Using the 2004 Walking and Wheeling Plan as a basis for the current planning efforts;
- Generating a site-specific improvement program, rather than a policy plan;

- Planning/coordination with US Bicycle Route 11 development including support of routing through Town of Berryville (see USBR 11 Draft Route Map in Appendix B);
- Link existing route network with City of Winchester (Green Circle Trail) and with the Washington & Old Dominion (W&OD) Trail across the mountain in Purcellville to create regional bicycle tourism opportunities;
- Connectivity to local area attractions (see Map 2, page 13);
- Emphasis on improvements to roadway segments to link existing bicycle network;
- Intensive treatments within the Town of Berryville such as shared lane markings or bike lanes where feasible;
- Identify bicycle rally/ride event management best practices;
- Identify future funding opportunities; tie project priorities to VDOT Six-Year Improvement Plan projects; and
- Link with Safe Routes to School initiatives (Berryville).

In preparation for analyzing current bicycle and pedestrian facilities applicable planning documents that were developed state-wide, regionally and locally were explored and provide the framework for future planning and prioritization efforts in Berryville and Clarke County. Documents reviewed provide policy implications for bicycle and pedestrian planning, and long-, mid-, and short-term priorities as previously identified. The following plans were reviewed and are summarized in Appendix A:

- Virginia Department of Transportation (VDOT) State Bicycle Policy Plan (2011);
- VDOT Policy for Integrating Bicycle and Pedestrian Accommodations (2004);
- VDOT Community Trail Development Guide (2012);
- VDOT Route 340 Context Sensitive Solutions (CSS) Study (2012);
- Walking & Wheeling the Northern Shenandoah Valley (2004);
- Northern Shenandoah Valley Rural Long Range Transportation Plan (RLRTP, 2011);
- Town of Berryville Comprehensive Plan ;
- Berryville Area Plan (2009);
- Clarke County Comprehensive Plan (2013); and
- US Bicycle Route Corridor Plan (2012).

The final outcome of this planning process is the delivery of a physical document which outlines the methodology of the study, summarizes data analysis and presents policy and implementation recommendations.

Economic Benefits of Bicyclists & Pedestrians

The Town of Berryville and Clarke County are an existing regional magnet for recreational cycling, with riders from Virginia, Maryland, West Virginia and Washington DC utilizing the existing network of routes. Gentle topography, relatively low traffic volume, miles of designated VA Scenic Byways, attractive scenery, historic villages and a variety of historic/destination sites make these communities attractive to a variety of bicycling enthusiasts. Driving this economic development and tourism opportunity are local and regional cycling guidebooks that showcase routes in Berryville and Clarke County, annual and seasonal bicycle events and the largest annual club-ride in the metro-Washington DC area. As bicycling continues to grow in popularity for health, fitness, recreational and tourism reasons, Berryville and Clarke County are poised to continue to attract existing and new riders. Careful planning will ensure that the community captures the dollars generated by this activity.

Like other tourists who visit the area, pedestrians and bicyclists represent additional (and new) potential customers who can bring revenue into the Berryville and Clarke County community by patronizing local businesses that meet their needs and contribute to their overall desired experience. And when a particular bicycling destination is so appealing to bicyclists that they will come from some distance away to enjoy it, the dollars they bring with them can be significant.

Key characteristics of bicycle tourists that make them an important demographic for expanding tourism and economic development opportunities in Berryville and Clarke County are (per a U.S. Cultural & Heritage Tourism Marketing Council 2009 survey):

- Generally have a higher income than their motorist counterparts;
- Travel in small to medium sized groups;
- Are interested in learning about communities they travel through and what makes it unique, and in participating in what they have to offer (dining, museums, shops);
- Spend money; many bicyclists who tour independently carry a minimum of equipment and pay for lodging in facilities ranging from bed and breakfasts to camping to hotels and eat meals in restaurants as they go;
- Are low-impact visitors; bicyclists generally do not: contribute to traffic on local streets, occupy limited parking spaces, add significant wear and tear on infrastructure, or bring the noise and air pollution associated with motor vehicles; and
- Bicyclists provide an incentive for preserving a community's unique character, historic heritage and natural features. Because of their interest in exploring and learning about the places they visit, they are likely to spend more money in communities that have preserved and interpreted elements of their past and their natural setting.



Source: Google Images, 2014

In the survey of heritage travelers, of which bicycle tourists are widely considered a large sub-group, conducted for the U.S. Cultural & Heritage Tourism Marketing Council, 65% stated that bicycle tourists seek travel experiences where the “destination, its buildings and surroundings have retained their historic character.” Additionally, according to the study bicycle tourists spend an estimated \$100 per day (average) compared to \$13 per day for automobile visitors.

Berryville and Clarke County are well-suited to capture this emerging tourist sector, because of their community’s rich history, amenities and natural scenery. This Plan will provide recommendations in subsequent sections to make bicycling and walking more convenient for residents and tourists alike. Outlined below are best practices for making communities “bicycle friendly” as identified by the League of American Bicyclists.

Best Practices for “Bicycle Friendly” Communities

Below is a summary of fundamental elements (from www.AmericanTrails.org) for communities to consider in becoming more bicycle friendly and capitalizing on emerging tourism and economic development opportunities for bicycling.

- Shift the perspective: Grasp the needs of traveling bicyclists. Key questions: Can bicyclists find amenities easily? Do they feel safe? What barriers do they encounter?
- Welcome bicyclists: Offer the services and facilities they need. Start with some simple signs: “Welcome to the Community”; “Bicyclists Welcome” at businesses, attractions, parks, etc.
- Give them information: Information about where they are or soon will be and where they can find what they need is critical.
- Help them find the community: Develop signage and gateways to attract riders.
- Provide safe access: Be sure that the roads bicyclists will use to get into the community are bicycle-friendly.
- Bicycle parking: Bicycles need protection from theft and, if possible, weather. Provide convenient and secure bicycle parking facilities (i.e. bike racks)
- Highlight the amenities: Make water and public restrooms easy to find. If public facilities aren’t available, work with businesses to have restrooms available. Rest and shelter are important to bicyclists, too; chairs, benches and covered porches or pavilions in parks are great. Compile a list of places where showers are available (e.g., health clubs, the YMCA/YWCA, a welcome or visitor center, nearby state parks).

Becoming more bicycle-friendly will directly benefit all residents of Berryville and Clarke County as much as it does bicycling visitors. By broadening options for transportation, recreation and physical activity, it will contribute to improved health, a cleaner environment and an enhanced quality of life.

Several advantages accrue to places that are walkable: livelier business districts, healthier populations, and stronger real estate markets. Walkable places allow residents to incorporate exercise into their daily routines. Walking to school helps schoolchildren maintain a healthy weight, thus reducing obesity-related illness; and improves their focus in class. Residents and visitors alike (bicyclists included) value a safe and attractive walking environment.

Clarke County has not experienced the types of auto-oriented sprawl development which discourages walking with many secondary roads providing a pleasant walking experience. Berryville, the County's locus of residential and commercial development, is rated as "very walkable" by the popular website Walkscore.com, for essential goods and services within walking distance for many residents. Berryville's compactness, numerous and varied Main Street retail businesses, interconnected street grid and interesting historic streetscapes lend themselves to walking.

To realize Berryville's full potential as a pedestrian-friendly town, attention must be paid to the details: sidewalks and crosswalks. Many local streets lack sidewalks; and most crosswalks on the primary system (Route 340 and Business Route 7) lack signage and markings which warn motorists to watch for pedestrians. This is addressed at-length in subsequent sections of this Plan.



Documentation of Existing Conditions

As part of the inventory of the existing bicycle and pedestrian network in Berryville and Clarke County, a comprehensive assessment of the bicycle and pedestrian networks was conducted.

A. Bicycle Network

This assessment investigated the locations of existing routes, and sought to identify historic, cultural, and amenities resources along those routes. The following series of maps illustrates these findings, showing bicycle connections between features such as the Appalachian Trail, Civil War battlefields, public/cultural destinations, and the Shenandoah River. Proximity and linkages to these sites are vital to creating a tourist destination and complementary economic development opportunities for the Town and County.

The following sources were used to identify existing bicycle routes/networks:

- Walking & Wheeling the Shenandoah Valley Plan (2004);
- Virginia Outdoors Plan (2013);
- Virginia Bicycling Guide;
- Winchester Wheelman Bicycle Club;
- Potomac Pedalers Touring Club; and
- Panhandle Pedalers Cycling Club

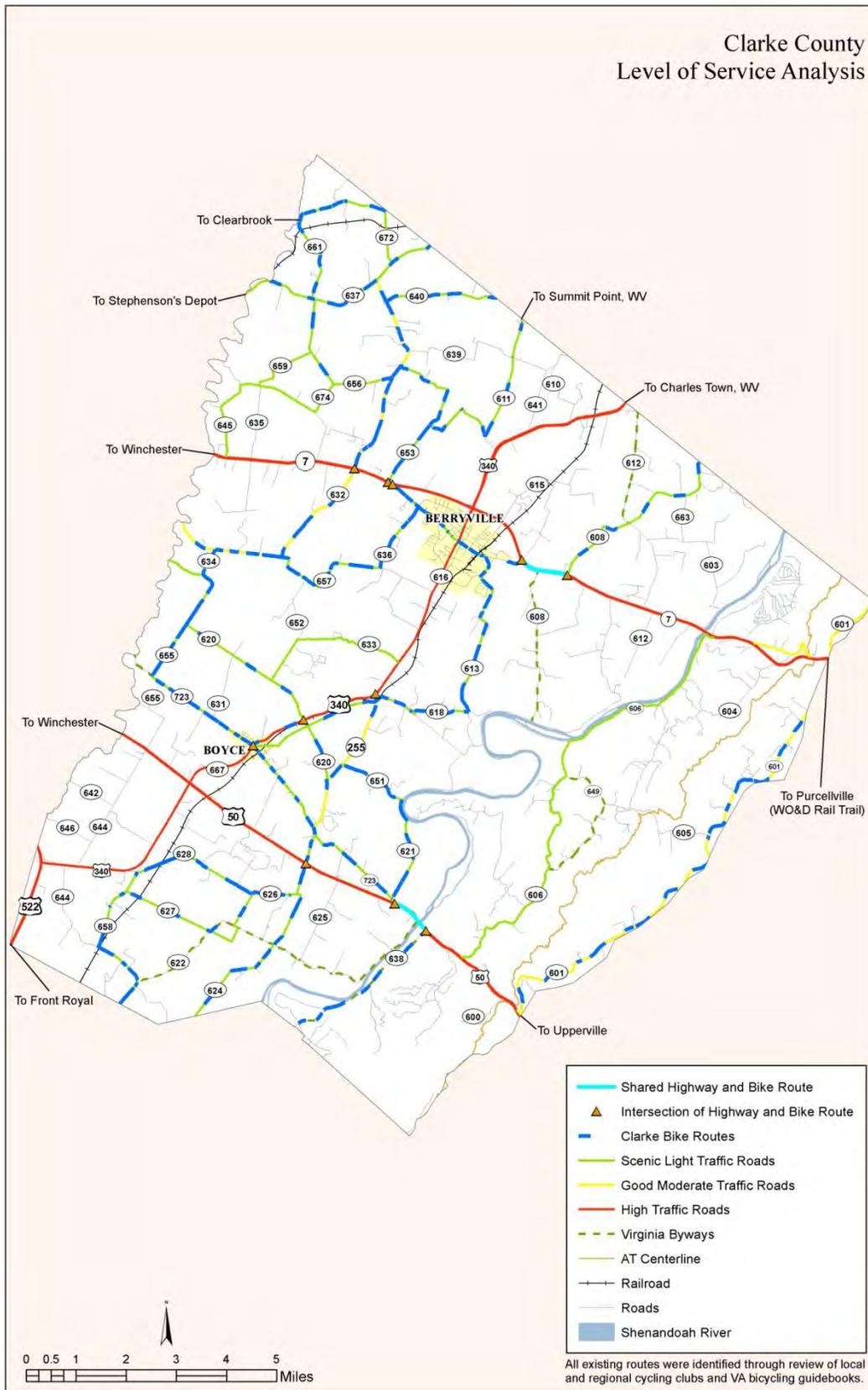
Also included is a Level of Service (LOS) analysis updated from the Walking & Wheeling the Shenandoah Valley Plan. See maps 1 (page 13) and 2 (page 14) for analysis. Full route maps for all available rides are included in the Appendix B section of this Plan.

As discussed in earlier sections, the steering committee identified the Town of Berryville and Clarke County as a regional magnet for bicycle tourism.

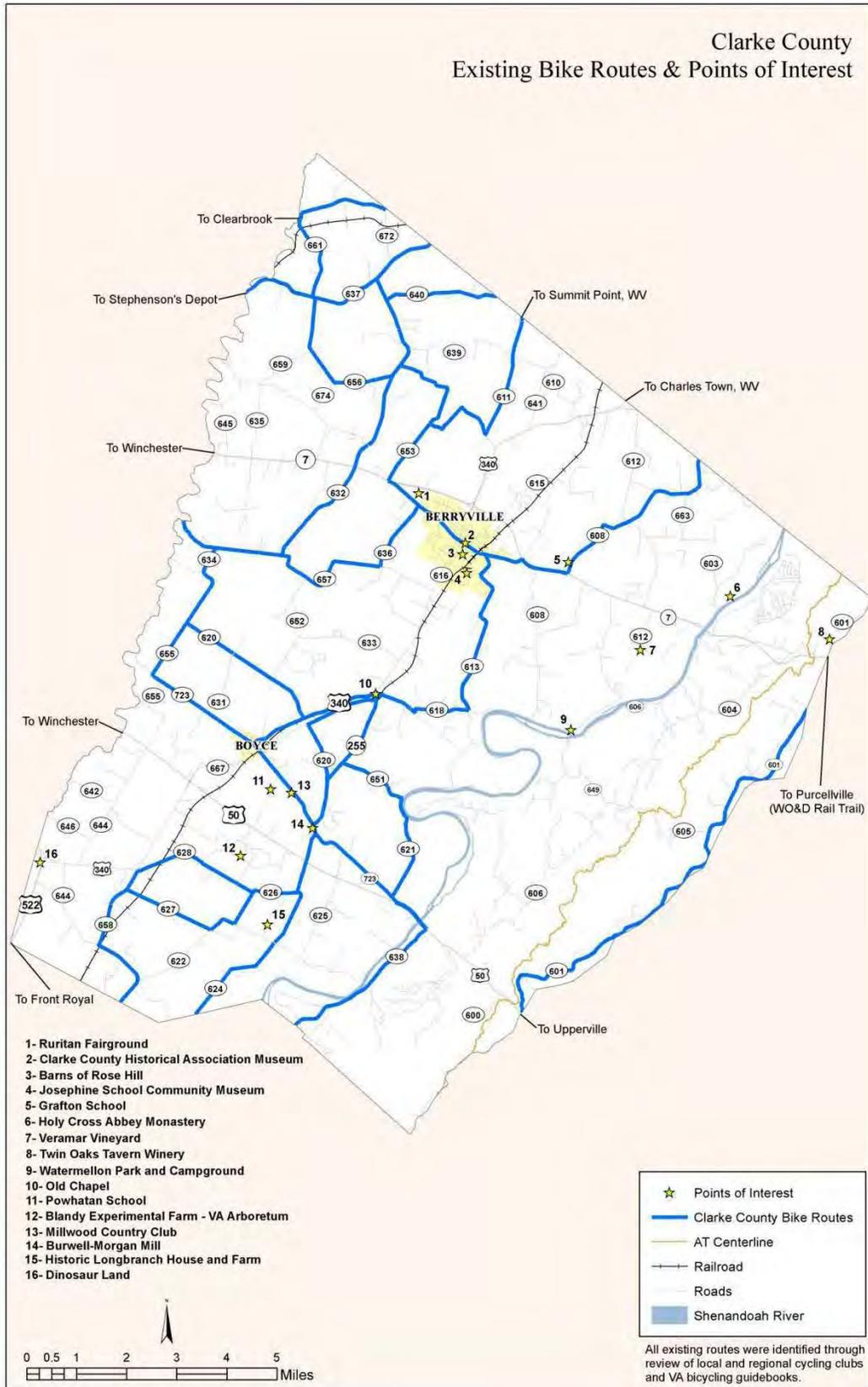
Challenges to bicycling to Berryville and Clarke County include the following:

- Continuity of low-volume routes broken by primary system segments without shoulders;
- Lack of bike parking in downtown Berryville and major destinations/points of interest;
- Primary system in Berryville could be more welcoming of bicyclists;
- Motor vehicle and bicyclist conflicts; concerns for safety of all road users;
- Need for increased coordination among local Town/County staff such as Police and Fire & Rescue for event planning and management;
- Lack of a cohesive strategy for monetizing bike tourism;
- No safe route/link to Washington & Old Dominion (W & OD) Trail (Purcellville, VA); and
- Need for more multi-use trails (or shared-use paths) in local urban areas (Berryville).

Map 1



Map 2



B. Pedestrian Network

Additionally, an assessment of the pedestrian network, primarily in the Town of Berryville, is summarized below and in Map 3 (page 16). Pedestrian accommodations are vital to small, compact communities, especially to encourage use of the downtown business district and provide safe access to community amenities (schools, libraries, parks).

Zoning Ordinance Requirements for Sidewalks (Section 314); Subdivision Requirements for Sidewalks/Trails (Section 391.1)

Zoning and subdivision requirements are critical to ensuring that new development is well connected within the existing pedestrian network and meets the minimum standards for facility design and construction. Below is a summary of the applicable Town of Berryville requirements for the pedestrian realm.

Sidewalks, paths, and/or walkways shall be provided to enable the public to walk safely and conveniently from one building to another on the site, to and from adjacent sites, and to and from sidewalks in the public right-of-way. The construction material to be used must meet the approval of the Administrative Body or the Agent. Sidewalks must be a minimum of four (4) feet wide.

In residential subdivisions, sidewalks shall be required on both sides of all public streets within the subdivision and along the side of each public street, except Virginia Route 7 Bypass, which borders the subdivision. Required improvements include:

- *Sidewalks shall be constructed, at no cost to the Town, as required by Article III, Section 319 of the Berryville Zoning Ordinance. All sidewalks shall be constructed in accordance with Virginia Department of Transportation standards.*
- *The subdivider shall provide all improvements necessary to sidewalks in the subdivision in conformity with Section 15.2-381 of the Code of Virginia, as amended, requiring curb ramps for the handicapped.*
- *The subdivider shall construct trails or walkways in accordance with the general location shown on the adopted Berryville Area Plan, together with such other connecting trails or walkways within the limits of the subdivision plan.*

The Town of Berryville cited the following as contributing factors to the overall efficiency of the pedestrian network in and around the Town:

- Relative connectivity of sidewalks to and from the downtown business district and park;
- A detailed School(s) Travel Plan to encourage walking and biking to school (Johnson Williams Middle School); and
- Connectivity requirements of existing (and future) subdivisions to include pedestrian accommodations.

Impediments to efficient pedestrian accommodations in the Berryville area include:

- Need for sidewalks to meet Americans with Disabilities Act (ADA) standards (i.e. minimum of 36" width) for mobility for all persons regardless of abilities;
- Lack of sidewalks in older neighborhoods (at least on one side of the street); and
- Need for a comprehensive inventory of existing sidewalk conditions

Prioritization for Implementation

A. Bicycle Accommodations

The lists of roadways for bicycle accommodation were developed based on geographic information systems (GIS) analysis of roadway data, review of the 2004 Walking & Wheeling priorities, and VDOT, local staff and citizen input. Accessibility and connectivity between activity centers and tourism/outdoor recreation opportunities were also considered in developing these priorities for facility enhancement. As previously referenced, the 2004 VDOT Policy for Integrating Bicycle and Pedestrian Accommodations improved the ability of a county to use its secondary roads allocation to plan, design, and construct bicycle facilities. It should be noted that all VDOT maintained roads in the respective localities, in addition to the recommended corridors, are covered under the framework of the VDOT Policy for Integrating Bicycle and Pedestrian Accommodations. Maps and a table showing recommended corridors for bicycle enhanced accommodation are included in the following pages.

Specific bicycle accommodations are not included for corridors listed on the tables. For the purposes of this plan, all types of bicycle accommodations are considered as possible means to improve bicycling conditions in the localities. Any treatment designed to better accommodate bicyclists should be applied based on location-specific analyses of roadway characteristics, geometric and operational design parameters, and other considerations.

All facility improvements should be consistent with VDOT design standards and policies and Manual of Uniform Traffic Control Devices (MUTCD) Chapter 9: *Traffic Control for Bicycle Facilities*. Where feasible, roadway improvements should be made in conjunction with VDOT's existing project and paving schedule and the minimum paved shoulder width should be used depending on roadway functional classification. All costs discussed are estimates and subject to further revision. Additionally, coordination among staff should be undertaken where projects link with adjacent localities (City of Winchester, Frederick, Loudoun & Warren Counties).

In general the following treatments are recommended by roadway type in Berryville and Clarke County. Details of the best practices listed above for bicycle facility design are included in subsequent parts of this section

Local/Urban

- Narrow travel lanes to reduce speed of motor vehicles (Berryville & Millwood);
- Intersection crossing markings; and
- Share the Road, Wayfinding signs; and
- Multi-Use Trails

Rural

- Where feasible add paved shoulders (2 feet to 4 feet wide as permissible);
- Share the Road signs; and
- Wayfinding signs

The overall goal of these recommended treatments is to make the existing bicycle network safe and efficient for existing users (motorist, bicyclist and businesses).

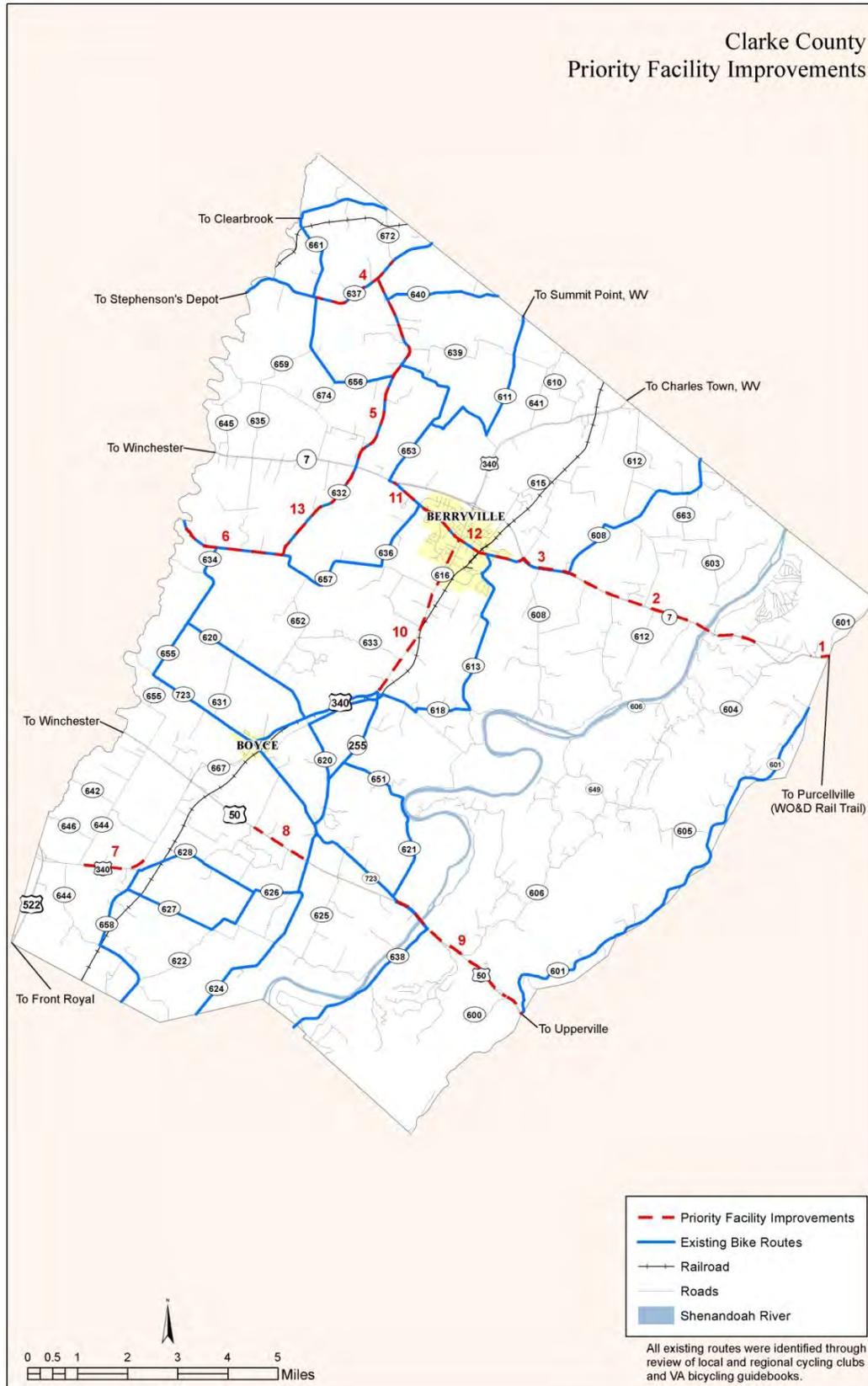
Table 1 (page 17) and Map 4 (page 18) depicts road segment priorities as identified by the project steering committee. These priorities represent vital bicycling links between existing routes identified in the previous section (and Appendix), and should be placed along shared facilities.

Table 1: Proposed Bicycle Accommodations

Map ID	Road Name	Description	Segment Length (Miles)	Short-Term Recommendations	Long-Term Recommendations	Short-Term Recommendations Cost Estimates	Long-Term Recommendations Cost Estimates
1	HARRY BYRD HWY (7)	Between Pine Grove Rd. (679) and Loudoun County Line	0.27	Share the Road Signage	2-4 # Paved Shoulders	\$200 per sign (including the cost of installation)	\$75,600
2	HARRY BYRD HWY (7)	Between Wickliffe Road (608) and Pine Grove Road (679)	4.02	Share the Road Signage	2-4 # Paved Shoulders	\$200 per sign (including the cost of installation)	\$1,125,600
3	HARRY BYRD HWY (7)	Between Berryville Town Boundary and Wickliffe Road (608)	0.98	Share the Road Signage	2-4 # Paved Shoulders	\$200 per sign (including the cost of installation)	\$274,400
4	OLD CHARLES TOWN RD	Between Wadesville Road (661) and Swinney Road (672)	1.98	Share the Road Signage	2-4 # Paved Shoulders	\$200 per sign (including the cost of installation)	\$526,400
5	CRUMS CHURCH RD (632)	Between Old Charles Town Pike (657) and Harry Byrd Hwy (7)	6.56	Share the Road Signage	2-4 # Paved Shoulders	\$200 per sign (including the cost of installation)	\$1,836,800
6	SENSENY RD	Frederick County Line to Crums Church Road (632)	2.26	Share the Road Signage	2-4 # Paved Shoulders	\$200 per sign (including the cost of installation)	\$632,800
7	LORD FAIRFAX HWY	Between Featherbed Road (644) and White Post	1.38	Share the Road Signage	2-4 # Paved Shoulders	\$200 per sign (including the cost of installation)	\$386,400
8	JOHN MOSBY HWY (50)	Between Blandy Farm Lane (750) and Bishop Meade Rd (255)	1.26	Share the Road Signage	2-4 # Paved Shoulders	\$200 per sign (including the cost of installation)	\$352,800
9	JOHN MOSBY HWY (50)	Between Tillhammer Mill Road (621) and Loudoun County Line	3.40	Share the Road Signage	2-4 # Paved Shoulders	\$200 per sign (including the cost of installation)	\$952,000
10	LORD FAIRFAX HWY	Between Bishop Meade Rd (255) and Main Street (Business Route 7)	3.49	Share the Road Signage	2-4 # Paved Shoulders	\$200 per sign (including the cost of installation)	\$877,200
11	W MAIN ST	Between Route 7 and Berryville Town Boundary	3.14	Share the Road Signage	2-4 # Paved Shoulders	\$200 per sign (including the cost of installation)	\$679,200
12	MAIN ST	Main Street through Berryville (Business Route 7)	3.14	Share the Road Signage; Shared Lane Markers (Sharrows); Intersection Crossing Markings	Protected Bike Lanes	\$200 per sign (including the cost of installation) plus \$20,000 for Intersection Crossing Markings plus the cost of Lane Markers (Sharrows)	\$200 per sign (including the cost of installation) plus \$20,000 for Intersection Crossing Markings plus the cost of Lane Markers
13	TRIPLE J RD (632)	Between Harry Byrd Hwy (7) and Senseny Rd (657)	2.34	Share the Road Signage	2-4 # Paved Shoulders	\$200 per sign (including the cost of installation)	\$655,200
Total			31.78				\$8,694,400

Source: NSVRC, Geographic Information Systems (GIS), 2014. Notes: These cost estimates should be regarded as planning level and preliminary in nature. Variations from actual project costs will result from additional factors such as design exceptions, value engineering, utility relocation, and environmental impacts. As projects move forward in the project development process, emerging details will support the refinement of these costs. All recommendations are subject to approval by the Berryville Town Council and Clarke County Board of Supervisors and should be consistent with Virginia Department of Transportation (VDOT) design standards and policies. For Long-Term Recommendations Cost Estimates, costs are based on the construction of a 2ft paved shoulder. To get the cost of an 4ft paved shoulder multiply the cost provided by 2.

Map 4



Best Practices for Bicycle Facility Design

Bicycle facilities should be designed to maximize consistency for bicyclists and minimize conflicts with other roadway users (cars & trucks). Whenever possible, bicycle facilities should be constructed that connect bicyclists to destinations or connect the larger bicycle or pedestrian network. Isolated, short bicycle facilities that begin and end abruptly without connecting to a destination should be avoided unless they are part of a planned, phased approach to bikeway development (e.g., as development occurs on a designated corridor). Below is a summary of best practices in facility design and less-intensive treatment options that may be appropriate for implementation in Berryville and Clarke County. These best practices are also consistent with VDOT's Policy for Integrating Bicycle and Pedestrian Accommodations (summarized above).

Shared Lane Markings (“Sharrows”)

Sharrows are white pavement markings consisting of a bicycle icon below a chevron pointing in the direction of travel. Placed in the center of the travel lane on low-speed streets without bike lanes or having insufficient width for lane sharing, they indicate to bicyclists the proper lateral roadway position, while reminding motorists that it is lawful and appropriate for bicyclists to “take the lane” to avoid the parking lane “door zone,” to increase bicyclist conspicuity, and to deter unsafe motorist overtaking.

Narrow Travel Lanes

Restriping to reduce travel lane widths can help free pavement width to accommodate bicycle facilities without widening the roadway or acquiring additional right-of-way. On freight, heavy traffic volume, and emergency response routes, inside travel lanes may be narrowed, but 12’ outside lanes should be maintained, where possible, to prevent larger vehicles from encroaching upon bicycle facilities.

Narrow or Remove Center Turn Lane

On roadways with low left-turn volumes or excess turn lane capacity, the center turn lane may be narrowed or removed and the roadway restriped to accommodate bicycle facilities. Intersection geometry and potential safety implications (e.g., increases in rear end crashes) should be considered when assessing potential turn lane changes.

Paved Shoulders

In areas where other roadway modifications are not feasible and adequate right-of-way is available, additional pavement width may be constructed to accommodate bicycle facilities (as compatible with VDOT design standards). Additional pavement width for bicycle facilities should not detract from adjacent sidewalk width or pedestrian. Shoulder pavement width can vary from 2 feet to 10 feet depending on roadway type.



Source: FHWA, 2014

Protected Bike Lanes

A protected bike lane (or “cycle track”) is an exclusive bike facility that has elements of a separated path and on-road bike lane. A protected bike lane, while still within the roadway, is physically separated from motor traffic and is distinct from the sidewalk.

Other Treatments

Treatments are less intensive facility design options for bicyclists. The treatments identified below would be considered the most appropriate for modifications within the Town of Berryville and/or shared facilities at major intersections throughout the Town and County.

Intersection Crossing Markings: Intersection crossing markings are pavement markings through intersections that delineate the path that bicyclists should take through an intersection or across a driveway or ramp. Different marking strategies, including colored bike lanes or chevrons are used throughout the country. Crossing markings are not currently addressed under VDOT facility standards.

- Establish expected bicycle travel paths and increase the visibility of cyclists
- Define and raise awareness of potential conflict zones
- Increase bicyclist level of comfort by delineating route through Intersections

Wayfinding/Share the Road Signs: Wayfinding signs are typically placed at key locations leading to and along bicycle routes, including where multiple routes intersect and at key bicyclist “decision points.” Wayfinding signs displaying destinations, distances and “riding time” can dispel common misperceptions about time and distance while increasing users’ comfort and accessibility to key destinations. ‘Bike Route’ signage is currently allowed under VDOT facility standards; more detailed bikeway signage is included in the 2009 MUTCD. All signage on state-maintained roads should be reviewed by VDOT prior to installation.

- A cost-effective yet highly-visible treatment that can improve the riding environment

Best Practices for Bicycle Events

Bicycling events are becoming larger and more frequent in the Berryville and Clarke County communities. Recently, the localities have experienced conflict between event participants and the local non-bicycling community over crowds, safety and sharing the roadways. Although these events can provide a large economic boost for the community, they can also be viewed as a nuisance by local residents. As part of the Berryville/Clarke County Bicycle and Pedestrian Plan, the management team sought to identify best practices in planning, hosting and managing large cycling events. These best practices are summarized in Appendix C.



B. Pedestrian Accommodations

The lists of proposed pedestrian accommodations were developed based on geographic information systems (GIS) analysis of aerial data, review of the 2004 *Walking & Wheeling the Shenandoah Valley* priorities, *SRTS Comprehensive School Travel Plan* and VDOT, local staff and citizen input. Accessibility and connectivity between activity centers (schools) and tourism/outdoor recreation opportunities were also considered in developing these priorities for pedestrian facility enhancement. Since the majority of these facilities are confined to the Town of Berryville, recommendations are tailored to the more urban environment.

Site specific recommendations (from *SRTS Comprehensive School Travel Plan*) include:

- A. Replace/repair sidewalk along Swan Ave (along the property line of Johnson Williams Middle School); curb and gutter improvements (stormwater management facilities);
- B. Install radar speed displays that flash when vehicles are exceeding the speed limit on South Buckmarsh Street; and
- C. Maintain/enhance crosswalks at intersections of Crow Street/South Buckmarsh Street and West Main Street/South Buckmarsh Street.

See Table 2 (page 22) and Map 5 (page 23) for the complete list of site specific recommendations for pedestrian improvements.

Other non-site specific recommendations include:

- Include pedestrian accommodations and links to the broader network with all new development;
- Develop a sidewalk retrofit/maintenance program;
- Identify crosswalks on primary system in need of improvement (signs, pavement markings, signals);
- Adopt pedestrian-friendly street design standards for new development; require connectivity in new developments to downtown and public institutions; and
- Adopt a complete streets ordinance/resolution to ensure that pedestrian needs are considered in the design of VDOT projects and meet ADA accessibility requirements. The Virginia Department of Rail and Public Transportation (DRPT) have published "Multimodal System Design Guidelines," appended in 2014, to the VDOT Design Manual, as a statewide Complete Streets policy.

Complete Streets are designed and operated to enable safe access for all users. Pedestrians, bicyclists, motorists, and bus riders of all ages and abilities are able to safely move along and across a complete street.



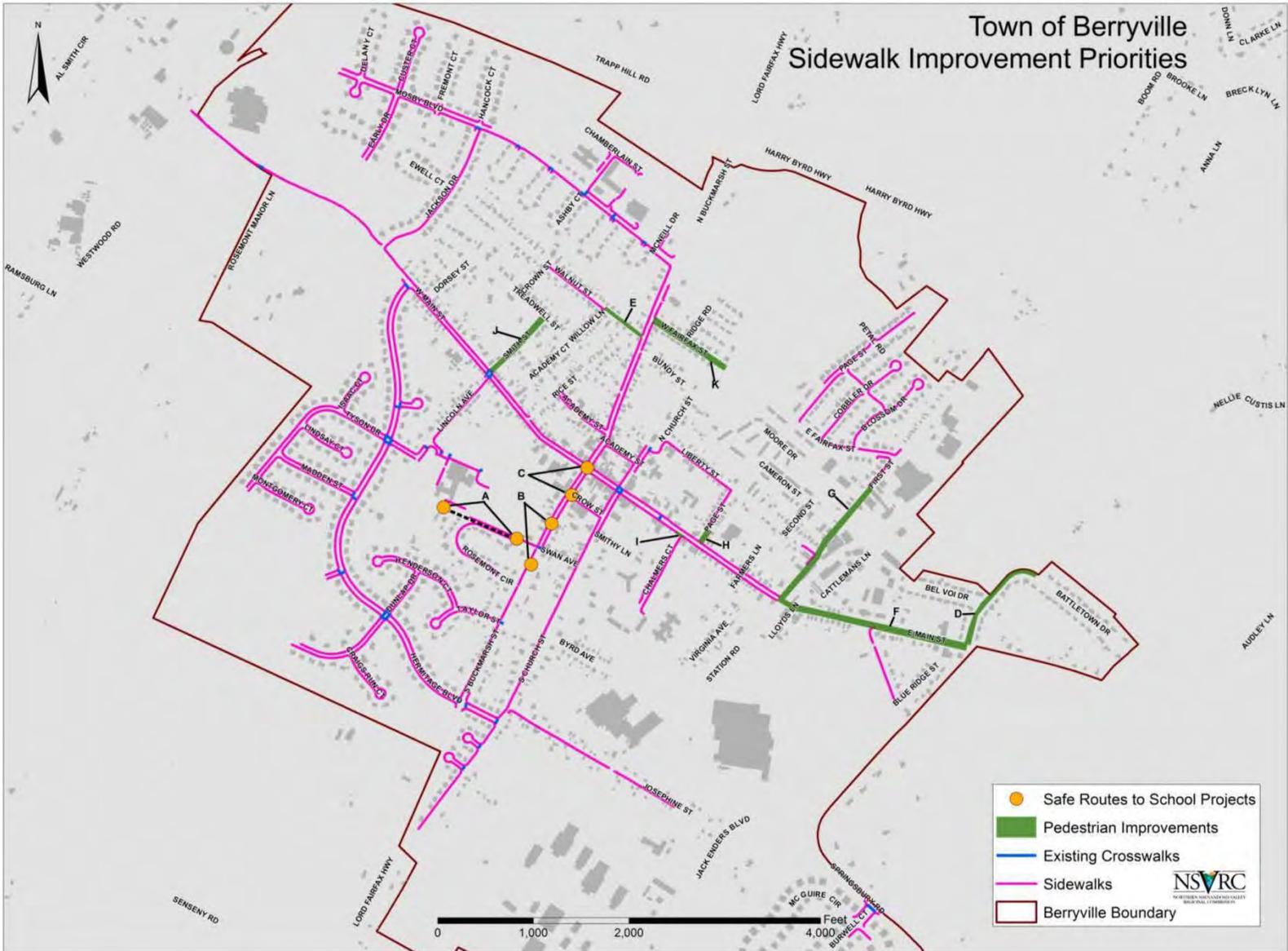
Source: National Complete Streets Coalition, 2014

Table 2: Proposed Pedestrian Accommodations

Map ID	Road Name	Description	Segment Length (Feet)	Short-Term Recommendations	Safe Routes to School Project? (Y or N)	Short-Term Recommendations Cost Estimates
A	Swan Ave	Along property line of Johnson-Williams Middle School	840	Replace sidewalk (base & stormwater facilities)	Y	\$44,800
B	South Buckmarsh Street	Between Crow Street and Rosemont Circle	0	Install lit speed signs	Y	\$50,000
C	South Buckmarsh Street	AT Crow Street and West Main Street	0	Maintain crosswalks at intersection	Y	\$20,000
D	Battletown Drive	Between East Main Street and property line of Friar property	1,150	Extend sidewalk to connect to larger network	N	\$61,040
E	Walnut Street	Between Willow Lane and North Buckmarsh Street	500	Extend sidewalk to connect to larger network	N	\$26,600
F	East Main Street	Between First Street and Town Boundary	2,050	Extend sidewalk and/or create a shared-use path	N	\$108,640
G	First Street	Between East Main Street and East Fairfax Street	1,475	Extend sidewalk to connect to larger network	N	\$78,400
H	Page Street	To East Main Street	165	Complete sidewalk along Page Street to East Main Street	N	\$8,750
I	Chalmers Court	Intersection of Chalmers Court and East Main Street	80	New crosswalk	N	\$20,000
J	Smith Street	Between West Main Street and Treadwell Street	770	Extend sidewalk to connect to larger network	N	\$40,880
K	Fairfax Street	From North Buckmarsh Street to end of street	900	Extend sidewalk to connect to larger network	N	\$47,740
Total			7,930			\$506,850

Source: NSVRC, Geographic Information Systems (GIS), 2014. Notes: These cost estimates should be regarded as planning level and preliminary in nature. Variations from actual project costs will may result from additional factors such as design exceptions, value engineering, utility relocation, and environmental impacts. As projects move forward in the project development process, emerging details will support the refinement of these costs. All recommendations are subject to approval by the Berryville Town Council and Clarke County Board of Supervisors and should be consistent with Virginia Department of Transportation (VDOT) design standards and policies.

Map 5



Draft Updated March 31, 2014

Funding & Implementation Resources

Below is a summary of potential funding resources that could be used to implement strategies identified above. Typically the grant funding cycle is February through June of each year.

Transportation Alternatives Program (TAP)

The Transportation Alternatives Program (TAP) was authorized in the most recent federal transportation bill Moving Ahead for Progress in the 21st Century, also known as MAP-21 (July 1, 2012). The Transportation Alternatives Program redefines the former Transportation Enhancement (TE) Program and consolidates these eligibilities with the Safe Routes to School and Recreational Trails programs. Fiscal Year allocations vary year-to-year. Qualifying activities under TAP include:

- Construction of on-road and off-road trail facilities for pedestrians, bicycles and other non-motorized transportation users
- Construction of infrastructure related projects and systems that will provide safe routes for non-drivers to access daily needs
- Conversion and use of abandoned railroad corridors for pedestrians, bicycles and other non-motorized transportation users

Bike Virginia: Sunrise Project Grants

Grants up to \$5,000 will be offered for activities that promote and enhance bicycle accommodations in Virginia localities. Grant funded activities can include but are not limited to:

- Installation of biking related equipment such as racks or crosswalks.
- Educational/encouragement programs to get people active.
- Starting a foundation or non-profit organization to improve biking in your area.
- Conducting a "Share the Road" campaign in your community.
- Seed funding to support a new Open Streets, or Sunday Streets event.
- Develop a website, web content or social media campaign.
- Grow an existing program.



Virginia Recreational Trails Program (RTP)

The Recreational Trails Program (RTP) is a matching reimbursement grant program that provides for the creation and maintenance of trails and trail facilities. The program is funded through the Federal Highway Administration (FHWA) and administered by the Virginia Department of Conservation and Recreation (DCR).

Bikes Belong Foundation

This organization is funded by the bicycle industry, whose mission is, "Putting more people on bikes more often." "Bikes Belong" awards grants of up to \$10,000 each to projects that seek federal funding for bicycle facilities. Because each State differs in what it allows to qualify for local match of a project, one must check with the state TEA Transportation Enhancements (TE) coordinator before applying. Bikes Belong grants have



been used for concept plans, cartography, design, outreach, and preliminary engineering, as well as contributions to the local match.

Bike-Walk Virginia: Safe Routes to School Mini-Grants

Bike-Walk Virginia is making available \$1,500 for Walk to School programs. Any school, school district, public agency, or non-profit is eligible to apply. These grants are intended to supplement primary funding from your local community for new or existing Safe Routes to School programs. The funds may be used for local programs as a part of International Walk to School Day. Applicants can request any amount up to \$1,500.

Kodak American Greenways Grant

The Kodak American Greenways Awards Program, a partnership project of the Eastman Kodak Company, The Conservation Fund, and the National Geographic Society, provides small grants to stimulate the planning and design of greenways in communities throughout America.

Due to limitations of grant and private funding, where applicable, projects should be included in local capital budgeting and regional priorities including those provided to the Commonwealth's Transportation Board Six-Year Improvement Plan (SYIP). Revenue-sharing is also a viable option as investment in bicycle and pedestrian facilities will have a positive impact on economic development and tourism related revenue.

DRAFT

Next Steps

Based on the preceding sections, the following recommendations should be considered next steps for both the Town and County leadership and staff in planning and implementing strategies for improving bicycle and pedestrian accommodations. This includes:

- Incorporation of the preceding bicycle and pedestrian accommodations into updates to local comprehensive and transportation plans;
- Working with NSVRC and VDOT staff to incorporate bicycle and pedestrian accommodation projects identified in Tables 1 and 2 into the Virginia's Six-Year Improvement Plan and VDOT maintenance program.
- Directing local and NSVRC staff to pursue funding opportunities for additional planning, design/engineering and construction of facilities improvements identified in Tables 1 and 2;
- Coordination with local economic development entities and regional tourism pages (i.e. Bike the Valley) to promote bicycle tourism opportunities; and
- Continued coordination with local law enforcement, public schools and local clubs to provide continued bicycle and pedestrian safety and awareness training opportunities. A summary of bicycle safety tips is provided in Appendix D.
- Participation in regional planning efforts for US Bike Route 11 and Shenandoah Valley Bicycle Plan.

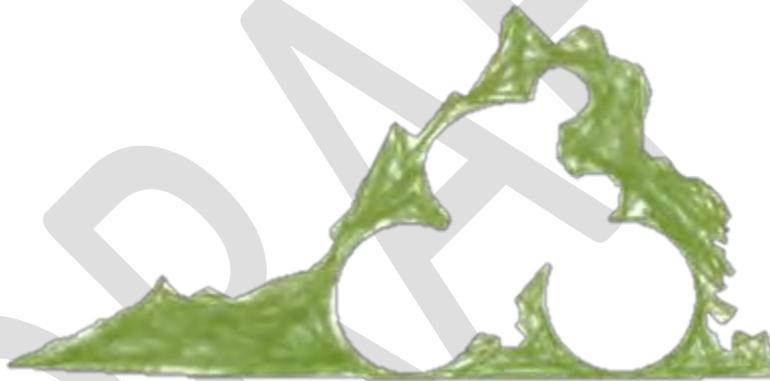


Source: www.bikethevalley.org, 2014

Conclusion

The Town of Berryville and Clarke County consider bicycling and pedestrian amenities to be a key component of sustainable community and economic growth while connecting the localities to the broader region. The Town of Berryville and Clarke County are regional magnets for recreational cycling and tourism. Improvements to the bicycle and pedestrian networks will be critical to future economic development and tourism opportunities.

Bicycle and pedestrian links are vital to community and economic health and well-being. Bicycling is an important mode of transportation, whether used separately or with other modes. The *Town of Berryville & Clarke County Bicycle and Pedestrian Plan* was prepared in response to a joint-request from the Town of Berryville and Clarke County under the Northern Shenandoah Valley Regional Commission (NSVRC) Rural Transportation Work Program. The Plan summarizes key regional and local planning efforts, provides a comprehensive overview of the existing transportation network and outlines corridor-specific recommendations for bicycle and pedestrian enhancements in each locality to better serve transportation, recreation and economic development objectives. This Plan will serve to inform future planning efforts by Berryville and Clarke County staffs.



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Appendix

Appendix A: Summary of Key Planning Documents & Public Input

Appendix B: Existing Bike Routes Maps; Draft US Bicycle Route 11 Map

Appendix C: Best Practices for Bicycle Event Management

Appendix D: Bicycle Safety Tips

Appendix A: Summary of Key Planning Documents & Public Input

The purpose of this section is to outline current bicycle and pedestrian planning documents developed state-wide, regionally and locally and explore them as an applicable framework for future planning and prioritization efforts in Berryville and Clarke County. Documents reviewed in this section provide policy implications for bicycle and pedestrian planning, and long-, mid-, and short-term priorities as previously identified. The following plans were analyzed and summarized in the section below:

- Virginia Department of Transportation (VDOT) State Bicycle Policy Plan (2011);
- VDOT Policy for Integrating Bicycle and Pedestrian Accommodations (2004);
- VDOT Community Trail Development Guide (2012);
- VDOT Route 340 Context Sensitive Solutions (CSS) Study (2012);
- Walking & Wheeling the Northern Shenandoah Valley (2004);
- Northern Shenandoah Valley Rural Long Range Transportation Plan (RLRTP, 2011);
- Town of Berryville Comprehensive Plan ;
- Berryville Area Plan (2009);
- Clarke County Comprehensive Plan (2013); and
- US Bicycle Route Corridor Plan (2012).

Virginia Department of Transportation (VDOT) State Bicycle Policy Plan (2011)

The purpose of the State Bicycle Policy Plan is to establish a vision and policy recommendations for bicycle planning activities throughout the Commonwealth of Virginia. Although this plan does not outline specific recommendations for Berryville or Clarke County, the recommendations outlined in the implementation section should be further explored for their applicability in the local setting. This includes:

- *Considering walking and bicycling as equals with other transportation modes;*
- *Ensuring there are transportation choices for people of all ages and abilities, especially children;*
- *Going beyond minimum design standards;*
- *Integrating bicycle and pedestrian accommodation on new, rehabilitated, and limited-access bridges;*
- *Collecting data on walking and biking trips;*
- *Setting mode share targets for walking and bicycling and tracking them over time;*
- *Removing snow from sidewalks and shared-use paths; and*
- *Improving non-motorized facilities during maintenance projects.*



Additionally, the State Bicycle Policy Plan provides references to other VDOT and federal policy documents that should be consulted when evaluating bicycle conditions and planning for improved facilities locally and provides a list of potential resources for implementation. Under “Current Programs and Policies,” a general overview of all applicable legislation, plans and acts that affect bicycle and pedestrian planning is included.

Finally, specific design recommendations should be consistent with the AASHTO Guide for Development of Bicycle Facilities. This guide should also be considered when developing locality specific implementation.

The State Bicycle Policy Plan should serve as the policy framework for any to-be-developed bicycle and pedestrian planning efforts by a locality. The plan is invaluable for the one-stop-shop of state and federal policy for bicycle planning and provides broader goals that should serve as the foundation for local strategies. This plan will help jurisdictions remain consistent with state-wide efforts which would make implementation more likely.

VDOT Policy for Integrating Bicycle and Pedestrian Accommodations (2004)

This policy guide provides the framework through which the Virginia Department of Transportation will accommodate bicyclists and pedestrians, including pedestrians with disabilities, along with motorized transportation modes in the planning, funding, design, construction, operation, and maintenance of Virginia's transportation network to achieve a safe, effective, and balanced multimodal transportation system. Specifically, this policy recognizes that:

- *Bicycling and walking are fundamental travel modes and integral components of an efficient transportation network.*
- *Appropriate bicycle and pedestrian accommodations provide the public, including the disabled community, with access to the transportation network; connectivity with other modes of transportation; and independent mobility regardless of age, physical constraints, or income.*
- *Effective bicycle and pedestrian accommodations enhance the quality of life and health, strengthen communities, increase safety for all highway users, reduce congestion, and can benefit the environment.*
- *Bicycling and walking are successfully accommodated when travel by these modes is efficient, safe, and comfortable for the public.*
- *A strategic approach will consistently incorporate the consideration and provision of bicycling and walking accommodations into the decision-making process for Virginia's transportation network.*

The Virginia Department of Transportation (VDOT) states that it will initiate highway construction projects with *the presumption that the projects shall accommodate bicycling and walking*. Factors that support the need to provide bicycle and pedestrian accommodations include, but are not limited to, the following:

- *Project is identified in an adopted transportation or related plan;*
- *Project accommodates existing and future bicycle and pedestrian use;*
- *Project improves or maintains safety for all users;*
- *Project provides a connection to public transportation services and facilities;*
- *Project serves areas or population groups with limited transportation options;*
- *Project provides a connection to bicycling and walking trip generators such as employment, education, retail, recreation, and residential centers and public facilities;*
- *Project is identified in a Safe Routes to School program or provides a connection to a school ;*
- *Project provides a regional connection or is of regional or state significance;*
- *Project provides a link to other bicycle and pedestrian accommodations;*
- *Project provides a connection to traverse natural or man-made barriers; and*
- *Project provides a tourism or economic development opportunity*

VDOT will work with localities to select and design accommodations, taking into consideration community needs, safety, and unique environmental and aesthetic characteristics as they relate to specific projects.

VDOT Community Trail Development Guide (2012)

This Community Trail Development Guide was published to aid communities in developing processes for grassroots trail planning efforts. Specifically, the guide identifies the following processes:

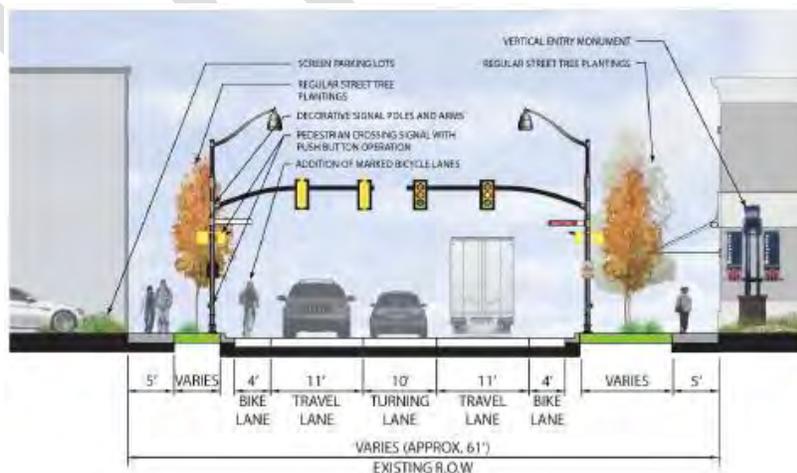
- Create community support and empower local communities early in the process;
- Identify funding options including public-private partnerships;
- Balance state, local, and community perspectives;
- Encourage a broad planning process that includes all stakeholders and community representatives; and
- Identify various trail options.

Should Clarke County and/or Berryville choose to pursue a community based trail development program, this guide should serve as a framework for public participation, plan formulation and implementation.

VDOT Route 340 Context Sensitive Solutions (CSS) Study (2012)

This purpose of this project, the *Shenandoah Valley Transportation Context Study: An evaluation of Context Sensitive Solutions along Route 340* is a pilot study to further evaluate the application of Context Sensitive Solutions (CSS) procedures, policies and concepts in transportation planning projects along the Route 340 Corridor. Context Sensitive Solutions encompasses many elements and has many definitions, but all focus on improving the balance of safety, mobility, community, and environmental considerations in future projects.

CSS improvements carefully consider *the possible impacts to the natural/scenic environment, the historic resources in the area, and the economic development along the corridor*. This project was initiated by the Virginia Department of Transportation (VDOT), in partnership with the Department of Historic Resources (DHR), in an effort to further the land-use planning projects, transportation planning projects, and the development of entrance corridors and gateways to urban areas along Route 340. The process of applying CSS in future projects is something that VDOT is committed to doing.



Source: VDOT Context Sensitive Solutions Study, Cross-Section View: Main Street & Route 340-Berryville, 2012

Considerations of CSS on multimodal use of the proposed Berryville and Clarke County bicycle and pedestrian facilities should be considered when developing performance and design standards for roadway improvements.

Walking & Wheeling the Northern Shenandoah Valley (2004)

General principles and goals that can serve to form a foundation for bicycle and pedestrian planning efforts in Berryville and Clarke County as identified in the Walking & Wheeling the Northern Shenandoah Valley Plan include:

- *Improving overall safety of pedestrians and non-motorized vehicle users;*
- *Increasing the availability and accessibility of alternative transportation;*
- *Conserving the region's resources; and*
- *Encouraging economic vitality.*

The Walking & Wheeling the Northern Shenandoah Valley Plan identifies several key categories for addressing bicycle and pedestrian project goals. This includes:

- *Inventory and Assessment of existing facilities and/or infrastructure related to the goals of the project;*
- *Conceptual Framework to guide planning and prioritization of potential projects;*
- *Design Models to serve as examples of how various types of projects could be addressed; and*
- *Implementation outlining methods of implementing the various projects that may arise out of this study.*



Existing projects identified in the 2004 plan for non-motorized mobility in Berryville and Clarke County includes:

- *The Town and County have completed a bicycle-pedestrian (multimodal) path from on West Main Street, Business Route 7, identified in the 2004 Plan. This Plan serves to connect to the county park and recreation facilities, high school, primary school and fairgrounds.*

The Walking & Wheeling the Northern Shenandoah Valley Plan proposes a “Conceptual Framework” for addressing bicycle and pedestrian planning through: facility design strategies (roadways, sidewalks, bike lanes, etc.), regional projects, town-to-town/town-to-county connections, and local and regional projects.

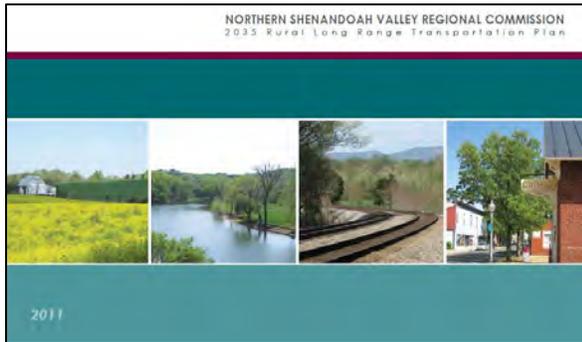
Specific objectives prescribed for Berryville and Clarke County are:

- *Pedestrian and Bicycle improvements;*
- *Route 340 Corridor;*
 - *Addition of wide shoulder for cyclists and other safety improvements*
 - *Identification of historic locations (along and spurring off of Route 340)*

- *Route 7 and Senseny Road Inter-County-Connector Corridor; and*
 - *Addition of wide shoulder for cyclists and other safety improvements*
 - *Identification of historic locations (along and spurring off of Route 7)*
- *Gateway to Northern Virginia/DC Cyclists; connections to W&OD trail system.*

The Walking & Wheeling Plan also provides a specific route analysis by roadway segment. It should be noted that most of the bike routes identified in Berryville and Clarke County are defined as “scenic roads” with “relatively light traffic” or “good roads” with “moderate traffic.” These routes are primarily confined to secondary roadways and avoid primary roads that have higher speeds and traffic volumes (Route 17, Route 50, Route 340, and Route 7). However, this level of analysis does not present a defined bike network with connections between routes. The management team has chosen to use this level-of-service analysis as the basis for planning efforts in 2014.

Northern Shenandoah Valley Rural Long Range Transportation Plan (RLRTP, 2011)



The regional Rural Long Range Transportation Plan (RLRTP) outlines very generally the existing bicycle and pedestrian facilities in the Northern Shenandoah Valley jurisdictions, including Berryville and Clarke County. Under “Goals and Objectives,” the RLRTP states future planning should *encourage the use of alternate modes of transportation to that of single occupancy vehicle for routine trips such as walking, bicycling.* The “Bicycle and Pedestrian Facilities”

section of the plan references the Walking & Wheeling the Northern Shenandoah Valley Plan and notes that *within all of the jurisdictions, bicycle and pedestrian facilities are being encouraged as part of the construction of new roadways, and while updating existing roadways.* This is consistent with VDOT’s Policy for Integrating Bicycle and Pedestrian Accommodations (see summary above).

While addressing bicycle and pedestrian planning, the RLRTP should be utilized to assess project specific sites in existing/proposed roadways. The RLRTP outlines specific recommendations at various sites (intersections, roadway segments) in Clarke County and Berryville.

Town of Berryville Comprehensive Plan (2006)

The Berryville Comprehensive Plan was last updated in 2006 and highlights a number of challenges and recommendations to improve bicycle and pedestrian connectivity in the Town. This includes recognition of significant physical constraints to improve vehicle, bicycle and pedestrian safety in the Town:

A visual survey of Berryville indicates that several streets in the State and Town systems are too narrow to handle much additional traffic. There is also a lack of definition between the paved portion of many roadways and their shoulders. Hazards are created by the inadequate separation of vehicles and pedestrians. The fact that the paved roadway areas are not well defined may lead to maintenance

problems, including erosion of shoulders. In some parts of Town, possible problems are created by the location of buildings very close to the street. These small setbacks, though they help to define the distinctive small-town character of Berryville, can also pose an obstacle if it becomes necessary to widen roads and add sidewalks.

The Berryville Comprehensive Plan also recommends a bicycle/pedestrian path to the west of Town connecting community assets such as schools, parks and the fairgrounds. This pathway has since been completed and is actively used by residents. The Plan also recommends the extension of a multi-use path along Mosby Boulevard connecting residences to the Clarke County High School campus. An efficient bicycle and pedestrian network is critical to larger community goals such as downtown revitalization and future residential and commercial development (land-use decisions).

Safe Routes to School Program (Berryville)

The Town of Berryville has received Safe Routes to School Program (SRTS) funds for project implementation through the Transportation Alternatives (TA) program (2013). Priorities identified in the *Comprehensive School Travel Plan* should inform recommendations for bicycle and pedestrian improvements within the Town of Berryville; especially those linkages to and from Johnson-Williams Middle School. Key corridors identified in the *Comprehensive School Travel Plan* include: Lincoln Ave, West Main Street, South Buckmarsh Street and Swan Avenue.

SRTS is a federally-funded program created under Section 1404 of the 2005 Safe, Accountable, Flexible, and Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU). As written into the SAFETEA-LU legislation, the purpose of the SRTS program is to:

- *Enable and encourage children, including those with disabilities, to walk and bicycle to school;*
- *Make bicycling and walking to school a safer and more appealing transportation alternative, thereby encouraging a healthy and active lifestyle from an early age; and*
- *Facilitate the planning, development, and implementation of projects and activities that will improve safety and reduce traffic, fuel consumption, and air pollution in the vicinity of schools*



In Virginia, the SRTS Program is administered through the Virginia Department of Transportation (VDOT) but implemented locally.

Berryville Area Plan (1992, currently under revision)

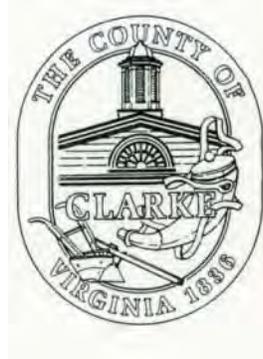
The Berryville Area Plan is an ongoing joint planning effort between the Town of Berryville and Clarke County. The purpose of the Berryville Area Plan is to be a guide for the physical long-term growth of the annexation area of the Town of Berryville. The primary focus of the Plan is Annexation Area B, or approximately 880 acres surrounding the 843 acres located in the Town after January 1, 1989 Annexation Agreement. The Berryville Area Plan seeks to encourage development of a *safe, healthful, and distinctive living environment* while maintaining the unique historical features of the community and ensuring preservation and conservation efforts. The timing of development is integral to the growth management

processes outlined in the Berryville Area Plan. The Plan also identifies many factors that could affect the Berryville Area, and this plan specifically focuses on those areas in which the County and Town can have a positive impact through joint planning effort. Specific goals and objects outlined in the plan that pertains to bicycle and pedestrian facilities include:

- *Develop an overall bicycle and pedestrian plan to guide future improvements to such facilities; and*
- *As additional segments are added to the network, consideration should be given to providing additional rights-of-way and/or facilities for bicycles and trails. The design for pedestrians and bicycles shall be incorporated into the design of collector and arterial roadways and intersections.*

Recommendations outlined in the Berryville Area Plan are consistent with recommendations identified in regional planning documents for bicycle and pedestrian facilities.

Clarke County Comprehensive Plan (2013)



Clarke County is nearing completion on the 2013 update to the Comprehensive Plan. Like the Town of Berryville Comprehensive Plan and the Berryville Area Plan, the County's Comprehensive Plan identifies long-term planning priorities of the community. Specifically, the plan includes a significant transportation component which stipulates:

Provision of a safe and efficient transportation network is critical to any community but it is also important to ensure that the community's transportation needs are compatible and coordinated with the land use philosophy. These needs are not limited to public roads but also extend to bicycle, pedestrian, and commuter networks. The Transportation Plan provides a clear statement of how the County's land use philosophy is coordinated with its transportation policies. The Transportation Plan also contains the County's current list of improvement projects along with planning level cost estimates and statistical information to support the need for each project.

Under the Goals and Objectives section, the County identifies the following objective for bicycle and pedestrian implementation:

- *Ensure that the County's transportation system provides safe and efficient means for all modes of travel for citizens and visitors through coordinated land use decision-making and judicious use of limited fiscal resources; and*
- *Develop and maintain a County bicycle and pedestrian plan.*

Like Berryville, Clarke County has included provisions for the necessity of bicycle and pedestrian amenities as a component of future development decisions.

US Bicycle Route Corridor Plan (2012)

The US Bicycle Route System (USBRS) is rapidly developing through partnerships with local, state and regional efforts carried out by governments, volunteers, non-profits and Departments of Transportation

(DOT). This network will be the official US Bicycle Network. The US Bicycle Route Corridor Plan was updated in 2012 with an additional corridor, US Bicycle Route (USBR) 11. USBR 11 will connect five (5) National Parks into a regional bicycle network including: the Chesapeake & Ohio Canal Towpath (C&O Canal), the Bryon Goodloe Bridge (part of the Appalachian Trail), Harpers Ferry National Park, Shenandoah National Park, Skyline Drive and the Blue Ridge Parkway (scenic byways). The proposed USBR 11 will stretch approximately 475 miles from Maryland, through West Virginia, Virginia and terminate in North Carolina. The route is still classified as under development. See USBR 11 Draft Route Map in Appendix B.



This to-be-developed route could serve as a significant tourism and economic development attraction for the Town and County. Berryville and Clarke County staff should closely monitor and/or actively participate in route development.

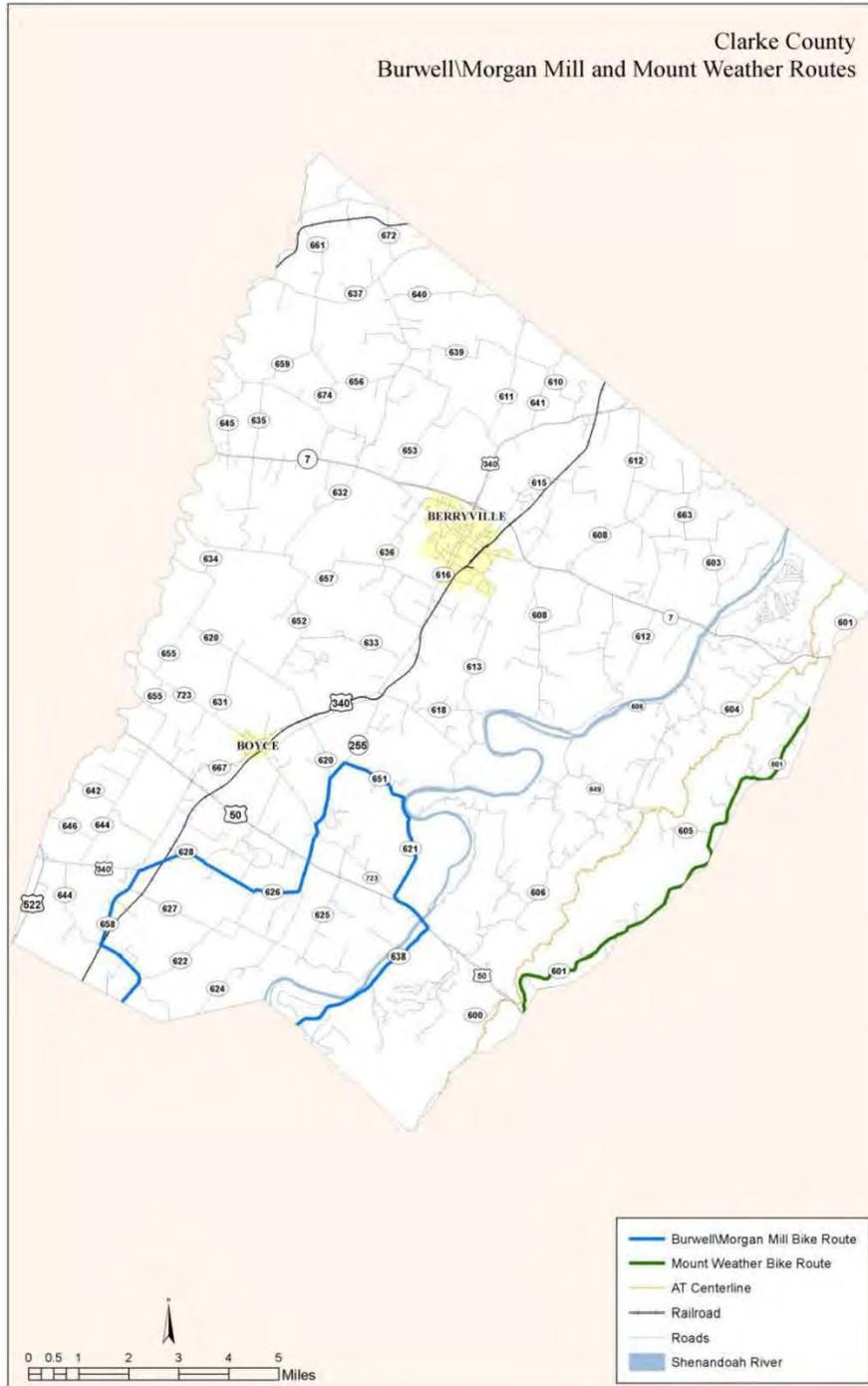
Summary of Public Input

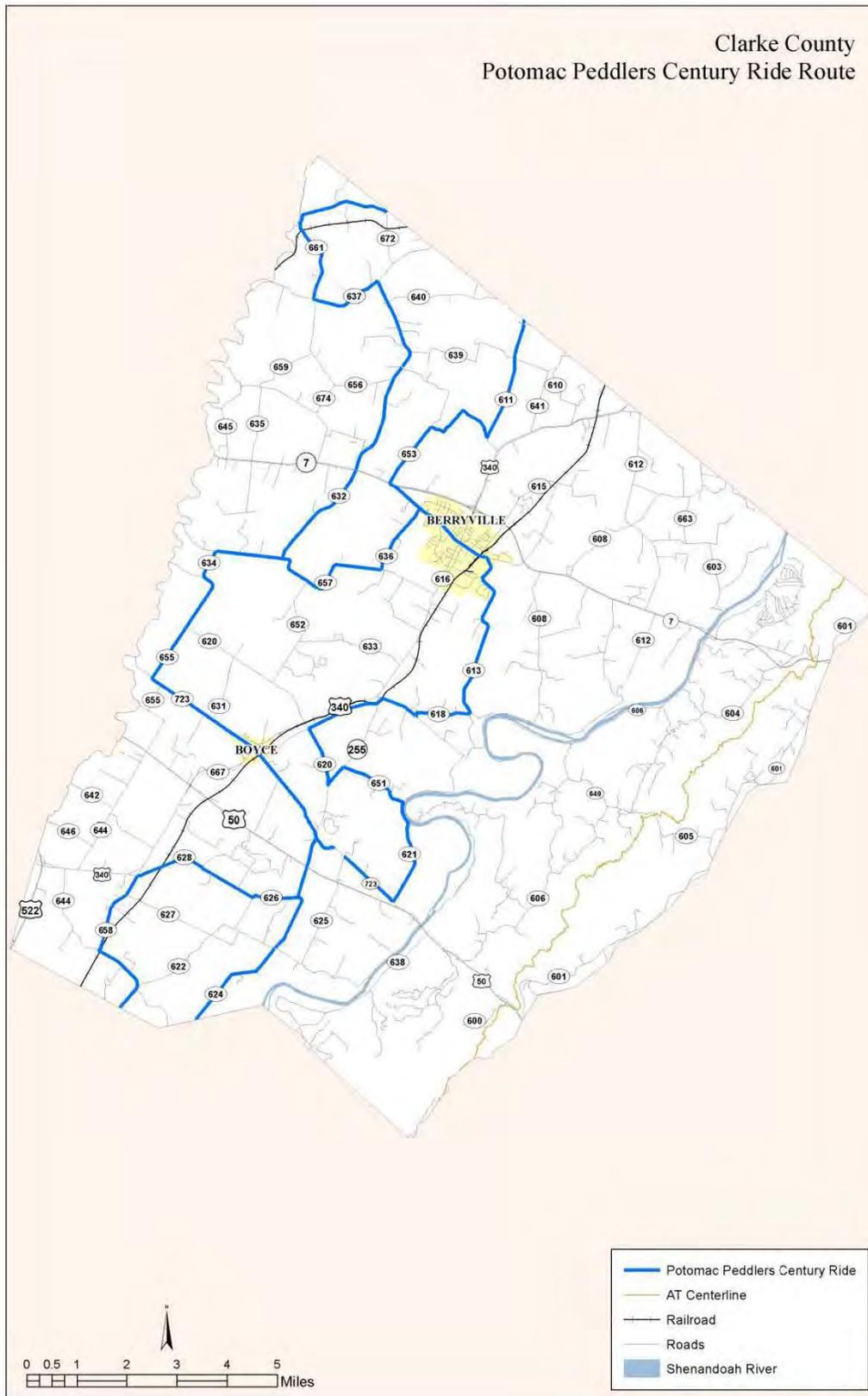
Meaningful opportunities for the public to share ideas, voice concerns and have questions answered is critical to effective planning efforts. Public input on the proposed *Berryville & Clarke County Bicycle & Pedestrian Plan* was gathered through two (2) opportunities: an online discussion forum hosted at www.NSVinfo.org and an open house. Public comment was taken between April and May 2014. Below is a summary of public input.

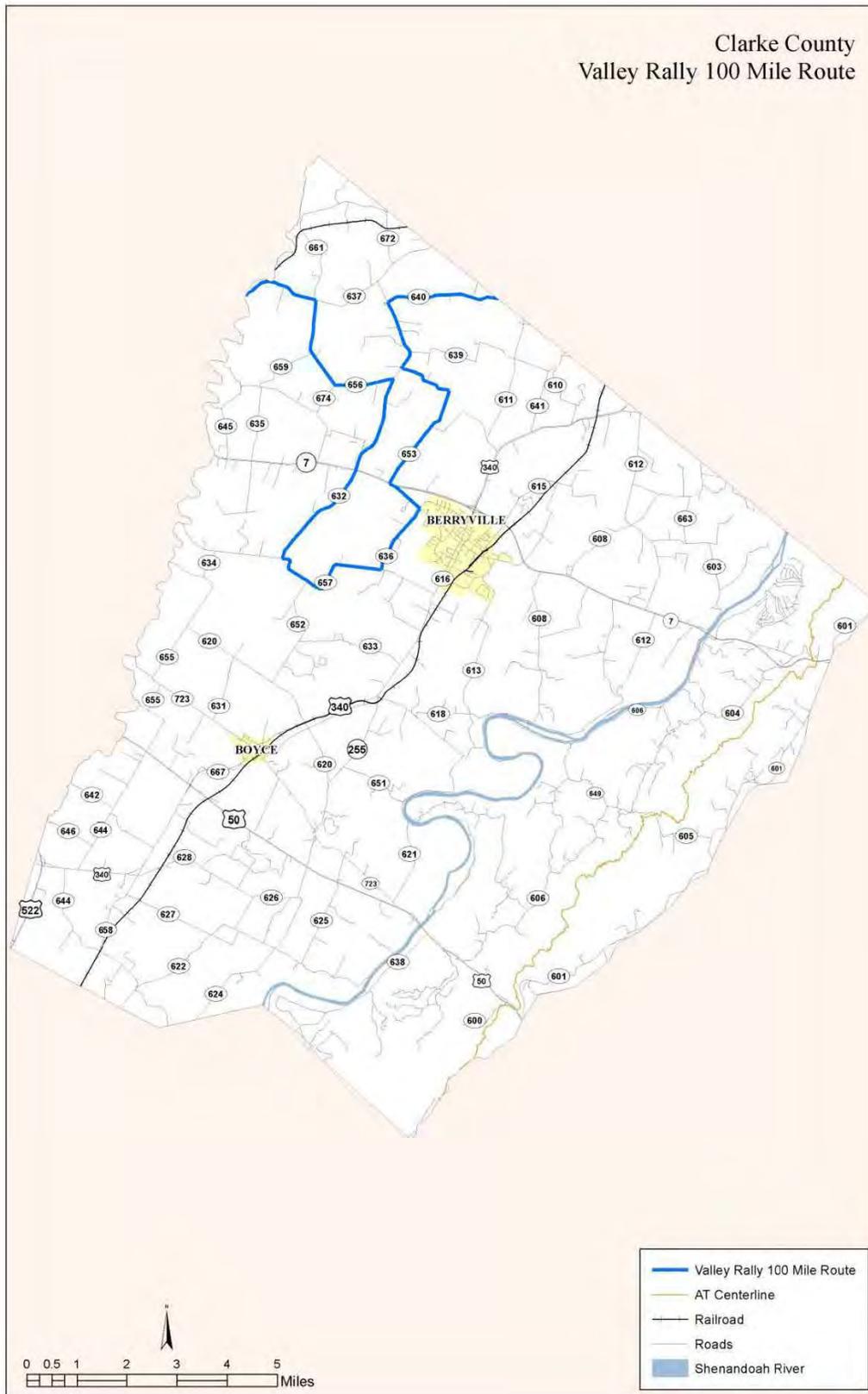
[Summary public input gathered]

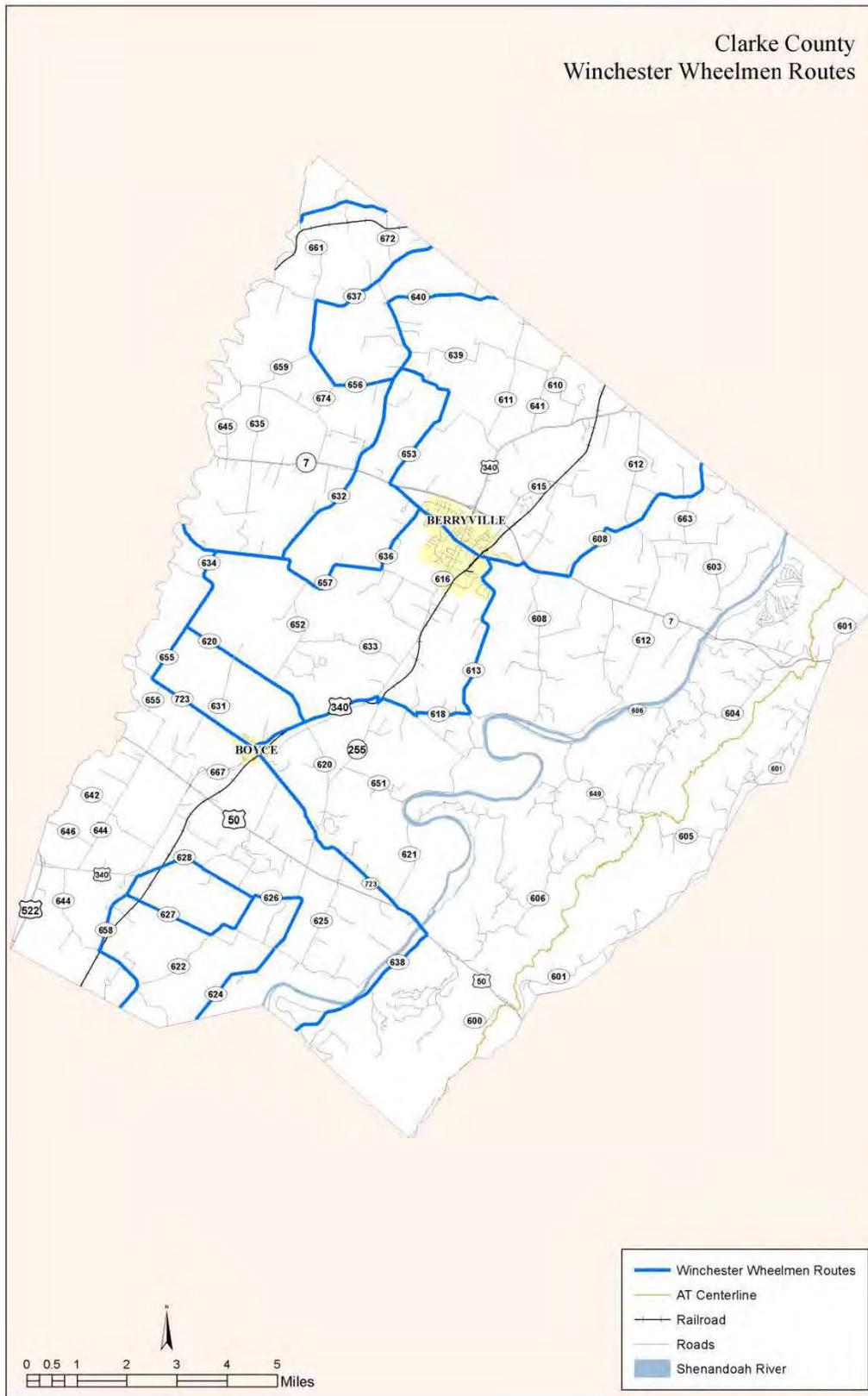
Appendix B: Existing Bike Routes Maps

Note: Existing routes in the Town and County were identified through review of local bicycling club routes/rides (Winchester Wheelman, Potomac Pedalers and Panhandle Pedalers) and VA bicycling guidebooks.

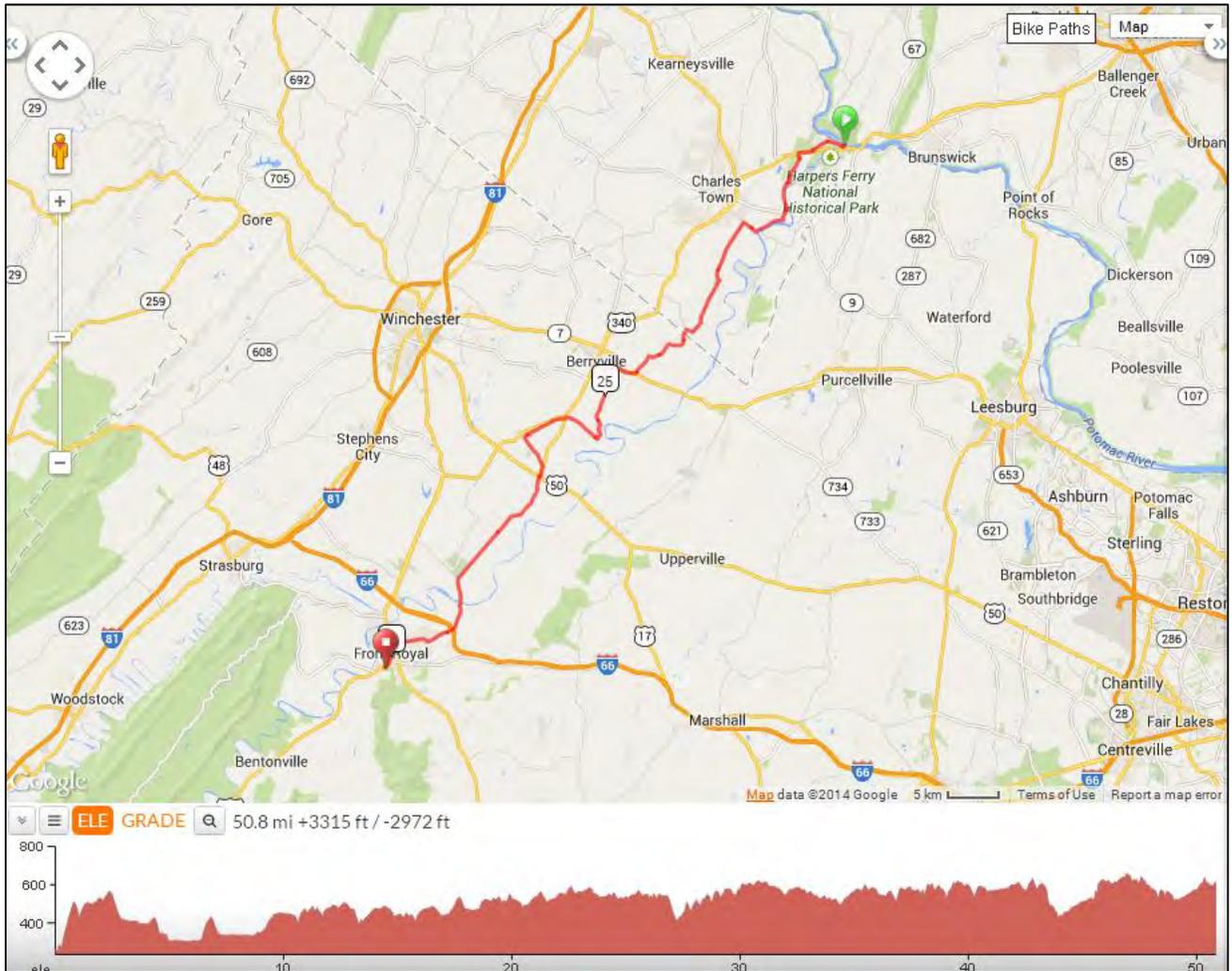








US Bicycle Route 11-Draft Route (2014)



Source: US Bicycle Route 11 Draft Route, American Bicycling Federation; available from: www.ridewithgps.com, 2014

Appendix C: Best Practices for Bicycle Event Management

Bicycling events can be organized for recreation, such as family fun rides, club/touring group rides or fundraising rides. They may also be journeys, such as bicycle tours on routes with scenic views, fall foliage, historic sites, etc. They may be held in special facilities or on the open road, with or without spectators. They may be standalones, or they may be expanded to include a bicycle-related trade festival with food, bands and more. The overarching governing body for world cycling events is the International Cycling Union, or UCI.

Key best practices from UCI for cycling events are summarized below:

- Safety of the bicyclist is always paramount;
- Riding surfaces (& routes) should be checked well in advance for hazards;
- First aid facilities should be available;
- Event organizers should actively coordinate with local entities for planning and management of events;
- Event organizers, local law enforcement and riders should enforce rules concerning helmet wearing, rules of the road, etc. Trained ride marshals encourage safety and road etiquette, report problems, and keep riders safely on-route;
- Make plans well in advance, since bicycle events almost always necessitate working with police and other local officials. It also can require permitting, which can take substantial time.
- Signage is also extremely important, whether for way finding, for educating users of one type on what other types of users are on the trail, for pointing out distances or features of the route, or other communication;
- Drivers in the area know about the event well in advance through print, broadcast, electronic and social media; and, closer to the event date, through portable variable message signs, so that they know what to expect, and may plan their travel accordingly.;
- Event advertising should be placed in local newspapers and signage along the course ahead of time, as required by the permitting authorities and the local police.

Appendix D: Bicycle Safety Tips

Bicycles are subject to the same laws as motor vehicles. Riders of all ages should use the following tips to help ensure safe and legal bike operation (from VA Department of Motor Vehicles, 2014):

- Ride with traffic.
- Stop and look both ways before entering the street.
- If you are a new or inexperienced rider, it's a good idea to stop at all intersections.
- Before turning, use hand signals and look all ways.
- Be a responsible bicyclist - obey all traffic control devices and use proper hand signals.
- Ride defensively - anticipate the actions of other road users and watch for road hazards.
- Pass vehicles with extreme care - turning vehicles may not see you.
- Be aware of motor vehicle blind spots while riding or when stopped at an intersection.
- Walk your bicycle when you get into traffic situations beyond your cycling abilities.
- Park your bicycle so you do not block sidewalks, disabled accesses, building accesses, or emergency drives.

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Clarke County Planning Department
101 Chalmers Court, Suite B
Berryville, Virginia 22611
(540) 955-5132

TO: Board of Supervisors members

FROM: Brandon Stidham, Planning Director

RE: Update, Stormwater Management Program

DATE: April 2, 2014

The purpose of this memo is to provide you with an update on new state legislation that was recently signed into law that will impact the County's stormwater management program and to advise you of the upcoming need to amend our stormwater ordinance.

Background information

As you may recall, action by the General Assembly in 2012 mandated that all counties assume the responsibility of issuing state stormwater permits as Virginia Stormwater Management Program (VSMP) authorities ultimately by July 1, 2014. Additionally, the General Assembly moved oversight of stormwater and erosion control programs from the Department of Conservation and Recreation (DCR) to the Department of Environmental Quality (DEQ), which occurred in mid-2013. These two actions created significant impacts by shifting the burden of managing both state and local stormwater regulations from the state to the local level *with state oversight*, while simultaneously shifting the state oversight from one agency (DCR) to another (DEQ) while localities attempted to comply with the new law.

Since 2012, Staff has been working with the Northern Shenandoah Valley Regional Commission (NSVRC) and our regional counterparts to comply with the new state regulations in a cooperative effort. This effort included regional submission of draft compliance documents with the assistance of NSVRC staff to meet the state's mandated deadlines. Clarke County was in a unique position in that we already have a detailed stormwater management program, ordinance, and manual whereas some of our counterparts had no ordinances or programs. In late February 2013, the Center for Watershed Protection (CWP) reviewed our ordinance and program through a technical assistance grant with NSVRC and determined that it met or exceeded State requirements.

The first submission requirement to DCR for review occurred in late March 2013 – rough drafts of a program narrative, staffing plan, and funding plan. In addition to a staffing plan and funding plan, Staff submitted the County's stormwater ordinance and program manual and requested DCR to review the ordinance for compliance with State law. Staff was confident that our ordinance would meet or exceed State requirements at the time and wanted to ensure that we would have a sufficient amount of time to make any changes to our ordinance prior to mandated deadlines by requesting the early program review. Our request was included in NSVRC's regional submission to DCR on April 1, 2013.

Staff continued to participate in regional stormwater meetings at NSVRC and we reminded DCR staff on a regular basis of the need to review and comment on our ordinance and program. State oversight authority was transferred from DCR to DEQ in June 2013 and oversight of our county was later transferred from DEQ's Warrenton office to their Harrisonburg office at some point in the Fall of 2013. We continued to reiterate on a regular basis to DEQ staff (directly and via NSVRC) of our request to have our program reviewed and finally, in January 2014, our review request began to move forward. On January 31, 2014, we received preliminary comments on our program from DEQ's regional office. Final comments were ultimately provided to us from DEQ's Richmond office on March 4, 2014 – a little over 11 months after our original request to DCR for review comments. These comments contained several mandated technical changes that were adopted by DEQ during this 11 month period and that must be incorporated into our local stormwater ordinance.

Effect of Newly-Adopted Legislation

During the current General Assembly session, two bills were introduced (HB1170 and SB423) to provide relief by making management of the VSMP process optional for most localities. The legislation was ultimately adopted and the Governor signed an amended version of SB423 into law on March 24, 2014. The legislation produced the following results that directly impact our local stormwater management program.

- Localities are given the option of having the State manage the VSMP process by “opting-out” or by managing the VSMP process by “opting-in.”
- Localities are allowed to have provisions in their stormwater ordinances that are more stringent than state law but ONLY IF they choose to “opt-in” and manage the VSMP process locally.
- In order to “opt-in,” a locality must have an approved ordinance, funding plan, and staffing plan in place no later than July 1, 2014. Furthermore, they must notify DEQ of their intent to “opt-in” by April 30.
- If a locality fails to “opt-in” by the deadlines above, they will be considered to have opted-out and DEQ will manage the VSMP process for the locality. A locality can opt-in at a later date according to an annual schedule developed by DEQ. Per telephone conversation with DEQ staff on Monday, the next window of opportunity to opt-in is scheduled for June 30, 2015.
- DEQ does not have the authority to extend these deadlines on a case-by-case basis. Such authority was included in earlier versions of the bill but was taken out by the General Assembly.
- The new legislation will require changes to local ordinances in addition to those changes that DEQ has indicated that we will need to implement if we intend to “opt-in.”

Clarke County's more stringent stormwater ordinance provisions were implemented in 2010 as part of the County's water quality improvement efforts. Having our own, more stringent

standards and review process also allows us to determine how we want to manage our ordinance and program to meet our own unique regulatory concerns. Additionally, local administration of stormwater provisions benefits the construction community as it allows for more efficient management of the stormwater permitting process and avoids potential conflicts if programs were managed separately. At least one of our neighboring counties has received encouragement from its development community to “opt-in” and manage the VSMP program locally for this reason.

Staff recommends that the County notify DEQ of the intent to “opt-in” with the management of the VSMP program. This will enable us to maintain our more stringent regulations as mandated by State law. In order to accomplish this, Staff will work diligently to produce amendments to our stormwater ordinance and manual for the Board to consider at your May 20 meeting to set public hearing and possible adoption for the June 17, 2014 meeting.

It should be noted that because of the recent adoption of the new legislation, DEQ is still in the process of developing and providing information to the localities. In addition to receiving their implementation schedule for the first time this past Monday, I participated in a webinar this morning in which localities have posed several questions to DEQ that have yet to be answered. As such, we may receive new information that may impact the deadlines, program requirements, or other elements as DEQ finalizes how their program will operate. It is Staff’s recommendation however that we move forward at this time in order to successfully “opt-in” to the VSMP program by the July 1, 2014 deadline.

Should you have questions or concerns in advance of the meeting, please do not hesitate to contact me.

SB 423 Stormwater management programs; State Water Control Board to establish procedures and regulations.

another bill?

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Stormwater management programs; optional for some localities. Requires the Department of Environmental Quality to establish a Virginia Stormwater Management Program (VSMP) for any locality that neither opts to establish its own program nor operates a municipal separate storm sewer system (MS4). The bill defers the VSMP requirement for six months for certain recent MS4 localities. The bill alters the permitting appeals process and allows for an agreement in lieu of a stormwater management plan, and it directs the State Water Control Board to adopt regulations relating to the issuance of permits for parcels in subdivisions, the registration of single-family residences, and the reciprocity given by Virginia for proprietary Best Management Practices established elsewhere. The bill exempts single-family residences from payment of the Department's portion of the fee for the state general permit. Finally, the bill provides that the consolidation of state post-construction requirements into Virginia's General Permit shall not modify the scope of enforcement of the federal Clean Water Act and exempts from most requirements of the Administrative Process Act those regulations of the State Water Control Board that will be necessary to implement the act. This bill incorporates SB 425 and SB 530 and contains an emergency clause. This bill is identical to HB 1173.

*Full text:*01/07/14 Senate: Prefiled and ordered printed; offered 01/08/14 14101564D [pdf](#) | [impact statement](#)02/06/14 Senate: Committee substitute printed 14104821D-S1 [pdf](#)02/19/14 House: Committee substitute printed 14105133D-H1 [pdf](#) | [impact statement](#)02/27/14 Senate: Bill text as passed Senate and House (SB423ER) [pdf](#) | [impact statement](#)03/24/14 Governor: Acts of Assembly Chapter text (CHAP0303) [pdf](#)*Amendments:*

Senate amendments rejected

Status:

01/07/14 Senate: Prefiled and ordered printed; offered 01/08/14 14101564D

01/07/14 Senate: Referred to Committee on Agriculture, Conservation and Natural Resources

02/06/14 Senate: Reported from Agriculture, Conservation and Natural Resources with substitute (13-Y 0-N)

02/06/14 Senate: Committee substitute printed 14104821D-S1

02/07/14 Senate: Constitutional reading dispensed (40-Y 0-N)

02/10/14 Senate: Read second time

02/10/14 Senate: Reading of substitute waived

02/10/14 Senate: Committee substitute agreed to 14104821D-S1

02/10/14 Senate: Passed by for the day

02/11/14 Senate: Read second time

02/11/14 Senate: Amendment by Senator Wagner withdrawn

02/11/14 Senate: Engrossed by Senate - committee substitute SB423S1

02/11/14 Senate: Emergency clause added

02/11/14 Senate: Constitutional reading dispensed (40-Y 0-N)

02/11/14 Senate: Passed Senate (38-Y 2-N)

02/13/14 House: Placed on Calendar

02/13/14 House: Read first time

02/13/14 House: Referred to Committee on Agriculture, Chesapeake and Natural Resources

02/19/14 House: Reported from Agriculture, Chesapeake and Natural Resources with substitute (21-Y 0-N)

02/19/14 House: Committee substitute printed 14105133D-H1

02/20/14 House: Read second time

02/21/14 House: Read third time

02/21/14 House: Committee substitute agreed to 14105133D-H1

02/21/14 House: Engrossed by House - committee substitute SB423H1
02/21/14 House: Passed House with substitute BLOCK VOTE (97-Y 0-N)
02/21/14 House: VOTE: BLOCK VOTE PASSAGE (97-Y 0-N)
02/21/14 House: Reconsideration of House passage agreed to by House
02/21/14 House: Passed House with substitute BLOCK VOTE (98-Y 0-N)
02/21/14 House: VOTE: BLOCK VOTE PASSAGE #2 (98-Y 0-N)
02/25/14 Senate: House substitute agreed to by Senate (40-Y 0-N)
02/25/14 Senate: Title replaced 14105133D-H1
02/27/14 Senate: Enrolled
02/27/14 Senate: Bill text as passed Senate and House (SB423ER)
02/27/14 House: Signed by Speaker
03/01/14 Senate: Signed by President
03/24/14 Governor: Approved by Governor-Chapter 303 (effective 3/24/14)
03/24/14 Governor: Acts of Assembly Chapter text (CHAP0303)

VIRGINIA ACTS OF ASSEMBLY -- 2014 SESSION

CHAPTER 303

An Act to amend and reenact §§ 62.1-44.15:24, 62.1-44.15:27, 62.1-44.15:28, 62.1-44.15:33, 62.1-44.15:34, 62.1-44.15:44, 62.1-44.15:45, and 62.1-44.15:46 of the Code of Virginia, relating to stormwater management programs.

[S 423]

Approved March 24, 2014

Be it enacted by the General Assembly of Virginia:

1. That §§ 62.1-44.15:24, 62.1-44.15:27, 62.1-44.15:28, 62.1-44.15:33, 62.1-44.15:34, 62.1-44.15:44, 62.1-44.15:45, and 62.1-44.15:46 of the Code of Virginia are amended and reenacted as follows:

§ 62.1-44.15:24. Definitions.

As used in this article, unless the context requires a different meaning:

"*Agreement in lieu of a stormwater management plan*" means a contract between the VSMP authority and the owner or permittee that specifies methods that shall be implemented to comply with the requirements of a VSMP for the construction of a single-family residence; such contract may be executed by the VSMP authority in lieu of a stormwater management plan.

"Chesapeake Bay Preservation Act land-disturbing activity" means a land-disturbing activity including clearing, grading, or excavation that results in a land disturbance equal to or greater than 2,500 square feet and less than one acre in all areas of jurisdictions designated as subject to the regulations adopted pursuant to the Chesapeake Bay Preservation provisions of this chapter.

"CWA" means the federal Clean Water Act (33 U.S.C. § 1251 et seq.), formerly referred to as the Federal Water Pollution Control Act or Federal Water Pollution Control Act Amendments of 1972, P.L. 92-500, as amended by P.L. 95-217, P.L. 95-576, P.L. 96-483, and P.L. 97-117, or any subsequent revisions thereto.

"Department" means the Department of Environmental Quality.

"Director" means the Director of the Department of Environmental Quality.

"Flooding" means a volume of water that is too great to be confined within the banks or walls of the stream, water body, or conveyance system and that overflows onto adjacent lands, thereby causing or threatening damage.

"Land disturbance" or "land-disturbing activity" means a man-made change to the land surface that potentially changes its runoff characteristics including clearing, grading, or excavation, except that the term shall not include those exemptions specified in § 62.1-44.15:34.

"Municipal separate storm sewer" means a conveyance or system of conveyances otherwise known as a municipal separate storm sewer system or "MS4," including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, man-made channels, or storm drains:

1. Owned or operated by a federal, state, city, town, county, district, association, or other public body, created by or pursuant to state law, having jurisdiction or delegated authority for erosion and sediment control and stormwater management, or a designated and approved management agency under § 208 of the CWA that discharges to surface waters;

2. Designed or used for collecting or conveying stormwater;

3. That is not a combined sewer; and

4. That is not part of a publicly owned treatment works.

"Municipal Separate Storm Sewer System Management Program" means a management program covering the duration of a state permit for a municipal separate storm sewer system that includes a comprehensive planning process that involves public participation and intergovernmental coordination, to reduce the discharge of pollutants to the maximum extent practicable, to protect water quality, and to satisfy the appropriate water quality requirements of the CWA and regulations, and this article and its attendant regulations, using management practices, control techniques, and system, design, and engineering methods, and such other provisions that are appropriate.

"Nonpoint source pollution" means pollution such as sediment, nitrogen, phosphorus, hydrocarbons, heavy metals, and toxics whose sources cannot be pinpointed but rather are washed from the land surface in a diffuse manner by stormwater runoff.

"Peak flow rate" means the maximum instantaneous flow from a prescribed design storm at a particular location.

"Permit" or "VSMP authority permit" means an approval to conduct a land-disturbing activity issued by the VSMP authority for the initiation of a land-disturbing activity after evidence of state VSMP general permit coverage has been provided where applicable.

"Permittee" means the person to which the permit or state permit is issued.

"Runoff volume" means the volume of water that runs off the land development project from a

prescribed storm event.

"State permit" means an approval to conduct a land-disturbing activity issued by the Board in the form of a state stormwater individual permit or coverage issued under a state general permit or an approval issued by the Board for stormwater discharges from an MS4. Under these permits, the Commonwealth imposes and enforces requirements pursuant to the federal Clean Water Act and regulations and this article and its attendant regulations.

"Stormwater" means precipitation that is discharged across the land surface or through conveyances to one or more waterways and that may include stormwater runoff, snow melt runoff, and surface runoff and drainage.

"Stormwater management plan" means a document containing material describing methods for complying with the requirements of a VSMP.

"Subdivision" means the same as defined in § 15.2-2201.

"Virginia Stormwater Management Program" or "VSMP" means a program approved by the Soil and Water Conservation Board after September 13, 2011, and until June 30, 2013, or the State Water Control Board on and after June 30, 2013, that has been established by a VSMP authority to manage the quality and quantity of runoff resulting from land-disturbing activities and shall include such items as local ordinances, rules, permit requirements, annual standards and specifications, policies and guidelines, technical materials, and requirements for plan review, inspection, enforcement, where authorized in this article, and evaluation consistent with the requirements of this article and associated regulations.

"Virginia Stormwater Management Program authority" or "VSMP authority" means an authority approved by the Board after September 13, 2011, to operate a Virginia Stormwater Management Program or, ~~until such approval is given, the Department.~~ An authority may include a locality; state entity, including the Department; federal entity; or, for linear projects subject to annual standards and specifications in accordance with subsection B of § 62.1-44.15:31, electric, natural gas, and telephone utility companies, interstate and intrastate natural gas pipeline companies, railroad companies, or authorities created pursuant to § 15.2-5102.

"Water quality volume" means the volume equal to the first one-half inch of runoff multiplied by the impervious surface of the land development project.

"Watershed" means a defined land area drained by a river or stream, karst system, or system of connecting rivers or streams such that all surface water within the area flows through a single outlet. In karst areas, the karst feature to which water drains may be considered the single outlet for the watershed.

§ 62.1-44.15:27. Establishment of Virginia Stormwater Management Programs.

A. Any locality, ~~excluding towns, unless such town that operates a regulated MS4, or that notifies the Department of its decision to participate in the establishment of a VSMP~~ shall be required to adopt a VSMP for land-disturbing activities consistent with the provisions of this article according to a schedule set by the ~~Board~~ Department. Such schedule shall require ~~adoption no sooner than 15 months and not more than 21 months following the effective date of the regulation that establishes local program criteria and delegation procedures, unless the Board deems that the Department's review of the VSMP warrants an extension up to an additional 12 months, provided the locality has made substantive progress implementation no later than July 1, 2014. Thereafter, the Department shall provide an annual schedule by which localities can submit applications to implement a VSMP.~~ Localities subject to this subsection are authorized to coordinate plan review and inspections with other entities in accordance with subsection H. ~~The Department shall operate a VSMP on behalf of any locality that does not operate a regulated MS4 and that does not notify the Department, according to a schedule set by the Department, of its decision to participate in the establishment of a VSMP. A locality that decides not to establish a VSMP shall still comply with the requirements set forth in this article and attendant regulations as required to satisfy the stormwater flow rate capacity and velocity requirements set forth in the Erosion and Sediment Control Law (§ 62.1-44.15:51 et seq.). A locality that is subject to the provisions of the Chesapeake Bay Preservation Act (§ 62.1-44.15:67 et seq.) also shall adopt requirements set forth in this article and attendant regulations as required to regulate Chesapeake Bay Preservation Act land-disturbing activities in accordance with § 62.1-44.15:28.~~

Notwithstanding any other provision of this subsection, any county that operates an MS4 that became a regulated MS4 on or after January 1, 2014 may elect, on a schedule set by the Department, to defer the implementation of the county's VSMP until no later than January 1, 2015. During this deferral period, when such county thus lacks the legal authority to operate a VSMP, the Department shall operate a VSMP on behalf of the county and address post-construction stormwater runoff and the required design criteria for stormwater runoff controls. Any such county electing to defer the establishment of its VSMP shall still comply with the requirements set forth in this article and attendant regulations as required to satisfy the stormwater flow rate capacity and velocity requirements set forth in the Erosion and Sediment Control Law (§ 62.1-44.15:51 et seq.).

B. Any town, including a town that operates a regulated MS4, lying within a county that has adopted a VSMP in accordance with subsection A may ~~adopt its own program or shall decide, but shall not be required, to become subject to the county program~~ county's VSMP. Any town lying within a

county that operates an MS4 that became a regulated MS4 on or after January 1, 2014 may elect to become subject to the county's VSMP according to the deferred schedule established in subsection A. During the county's deferral period, the Department shall operate a VSMP on behalf of the town and address post-construction stormwater runoff and the required design criteria for stormwater runoff controls for the town as provided in subsection A. If a town lies within the boundaries of more than one county, the town shall be considered to be wholly within the county in which the larger portion of the town lies. Towns shall inform the Department of their decision according to a schedule established by the Department. Thereafter, the Department shall provide an annual schedule by which towns can submit applications to adopt a VSMP.

C. In support of VSMP authorities, the Department shall:

1. Provide assistance grants to localities not currently operating a local stormwater management program to help the localities to establish their VSMP.

2. Provide technical assistance and training.

3. Provide qualified services in specified geographic areas to a VSMP to assist localities in the administration of components of their programs. The Department shall actively assist localities in the establishment of their programs and in the selection of a contractor or other entity that may provide support to the locality or regional support to several localities.

D. The Department shall develop a model ordinance for establishing a VSMP consistent with this article and its associated regulations, including the Virginia Stormwater Management Program (VSMP) General Permit for Discharges of Stormwater from Construction Activities.

E. Each locality that administers an approved VSMP shall, by ordinance, establish a VSMP that shall be administered in conjunction with a local MS4 program and a local erosion and sediment control program if required pursuant to ~~Article 2-4~~ the Erosion and Sediment Control Law (§ 62.1-44.15:51 et seq.), and which shall include the following:

1. Consistency with regulations adopted in accordance with provisions of this article;

2. Provisions for long-term responsibility for and maintenance of stormwater management control devices and other techniques specified to manage the quality and quantity of runoff; and

3. Provisions for the integration of the VSMP with local erosion and sediment control, flood insurance, flood plain management, and other programs requiring compliance prior to authorizing construction in order to make the submission and approval of plans, issuance of permits, payment of fees, and coordination of inspection and enforcement activities more convenient and efficient both for the local governments and those responsible for compliance with the programs.

F. The Board may approve a state entity, including the Department, federal entity, or, for linear projects subject to annual standards and specifications, electric, natural gas, and telephone utility companies, interstate and intrastate natural gas pipeline companies, railroad companies, or authorities created pursuant to § 15.2-5102 to operate a Virginia Stormwater Management Program consistent with the requirements of this article and its associated regulations and the VSMP authority's Department-approved annual standards and specifications. For these programs, enforcement shall be administered by the Department and the Board where applicable in accordance with the provisions of this article.

G. The Board shall approve a VSMP when it deems a program consistent with this article and associated regulations, including the Virginia Stormwater Management Program (VSMP) General Permit for Discharges of Stormwater from Construction Activities.

H. A VSMP authority may enter into agreements or contracts with soil and water conservation districts, adjacent localities, or other public or private entities to carry out or assist with the responsibilities of this article.

I. ~~Localities~~ *If a locality establishes a VSMP, it shall issue a consolidated stormwater management and erosion and sediment control permit that is consistent with the provisions of the Erosion and Sediment Control Law (§ 62.1-44.15:51 et seq.).* When available in accordance with subsection J, such permit, where applicable, shall also include a copy of or reference to state VSMP permit coverage authorization to discharge.

J. Upon the development of an online reporting system by the Department, but no later than July 1, 2014, a VSMP authority shall then be required to obtain evidence of state VSMP permit coverage where it is required prior to providing approval to begin land disturbance.

K. Any VSMP adopted pursuant to and consistent with this article shall be considered to meet the stormwater management requirements under the Chesapeake Bay Preservation Act (§ 62.1-44.15:67 et seq.) and attendant regulations, and effective July 1, 2014, shall not be subject to local program review under the stormwater management provisions of the Chesapeake Bay Preservation Act.

L. All VSMP authorities shall comply with the provisions of this article and the stormwater management provisions of ~~Article 2-4~~ the Erosion and Sediment Control Law (§ 62.1-44.15:51 et seq.) and related regulations. The VSMP authority responsible for regulating the land-disturbing activity shall require compliance with the issued permit, permit conditions, and plan specifications. *The state shall enforce state permits.*

M. ~~VSMPs adopted in accordance with this section shall become effective July 1, 2014, unless~~

otherwise specified by the Board.

§ 62.1-44.15:28. Development of regulations.

A. The Board is authorized to adopt regulations that specify minimum technical criteria and administrative procedures for Virginia Stormwater Management Programs. The regulations shall:

1. Establish standards and procedures for administering a VSMP;
2. Establish minimum design criteria for measures to control nonpoint source pollution and localized flooding, and incorporate the stormwater management regulations adopted pursuant to the Erosion and Sediment Control Law (§ 62.1-44.15:51 et seq.), as they relate to the prevention of stream channel erosion. These criteria shall be periodically modified as required in order to reflect current engineering methods;

3. Require the provision of long-term responsibility for and maintenance of stormwater management control devices and other techniques specified to manage the quality and quantity of runoff;

4. Require as a minimum the inclusion in VSMPs of certain administrative procedures that include, but are not limited to, specifying the time period within which a VSMP authority shall grant land-disturbing activity approval, the conditions and processes under which approval shall be granted, the procedures for communicating disapproval, the conditions under which an approval may be changed, and requirements for inspection of approved projects;

5. Establish by regulations a statewide permit fee schedule to cover all costs associated with the implementation of a VSMP related to land-disturbing activities of one acre or greater. Such fee attributes include the costs associated with plan review, VSMP registration statement review, permit issuance, state-coverage verification, inspections, reporting, and compliance activities associated with the land-disturbing activities as well as program oversight costs. The fee schedule shall also include a provision for a reduced fee for land-disturbing activities between 2,500 square feet and up to one acre in Chesapeake Bay Preservation Act (§ 62.1-44.15:67 et seq.) localities. The fee schedule shall be governed by the following:
 - a. The revenue generated from the statewide stormwater permit fee shall be collected utilizing, where practicable, an online payment system, and the Department's portion shall be remitted to the State Treasurer for deposit in the Virginia Stormwater Management Fund established pursuant to § 62.1-44.15:29. However, whenever the Board has approved a VSMP, no more than 30 percent of the total revenue generated by the statewide stormwater permit fees collected shall be remitted to the State Treasurer for deposit in the Virginia Stormwater Management Fund, with the balance going to the VSMP authority.

- b. Fees collected pursuant to this section shall be in addition to any general fund appropriation made to the Department or other supporting revenue from a VSMP; however, the fees shall be set at a level sufficient for the Department and the VSMP to fully carry out their responsibilities under this article and its attendant regulations and local ordinances or standards and specifications where applicable. When establishing a VSMP, the VSMP authority shall assess the statewide fee schedule and shall have the authority to reduce or increase such fees, and to consolidate such fees with other program-related charges, but in no case shall such fee changes affect the amount established in the regulations as available to the Department for program oversight responsibilities pursuant to subdivision 5 a. A VSMP's portion of the fees shall be used solely to carry out the VSMP's responsibilities under this article and its attendant regulations, ordinances, or annual standards and specifications.

- c. Until July 1, 2014, the fee for coverage under the General Permit for Discharges of Stormwater from Construction Activities issued by the Board, or where the Board has issued an individual permit or coverage under the General Permit for Discharges of Stormwater from Construction Activities for an entity for which it has approved annual standards and specifications, shall be \$750 for each large construction activity with sites or common plans of development equal to or greater than five acres and \$450 for each small construction activity with sites or common plans of development equal to or greater than one acre and less than five acres. On and after July 1, 2014, such fees shall only apply where coverage has been issued under the Board's General Permit for Discharges of Stormwater from Construction Activities to a state agency or federal entity for which it has approved annual standards and specifications. After establishment, such fees may be modified in the future through regulatory actions.

- d. Until July 1, 2014, the Department is authorized to assess a \$125 reinspection fee for each visit to a project site that was necessary to check on the status of project site items noted to be in noncompliance and documented as such on a prior project inspection.

- e. *In establishing the fee schedule under this subdivision, the Department shall ensure that the VSMP authority portion of the statewide permit fee for coverage under the General Permit for Discharges of Stormwater for Construction Activities for small construction activity involving a single family detached residential structure with a site or area, within or outside a common plan of development or sale, that is equal to or greater than one acre but less than five acres shall be no greater than the VSMP authority portion of the fee for coverage of sites or areas with a land-disturbance acreage of less than one acre within a common plan of development or sale.*

- f. When any fees are collected pursuant to this section by credit cards, business transaction costs

associated with processing such payments may be additionally assessed;

6. Establish statewide standards for stormwater management from land-disturbing activities of one acre or greater, except as specified otherwise within this article, and allow for the consolidation in the permit of a comprehensive approach to addressing stormwater management and erosion and sediment control, consistent with the provisions of the Erosion and Sediment Control Law (§ 62.1-44.15:51 et seq.) and this article. However, such standards shall also apply to land-disturbing activity exceeding an area of 2,500 square feet in all areas of the jurisdictions designated as subject to the Chesapeake Bay Preservation Area Designation and Management Regulations;

7. *Establish a procedure by which a stormwater management plan that is approved for a residential, commercial, or industrial subdivision shall govern the development of the individual parcels, including those parcels developed under subsequent owners;*

8. *Notwithstanding the provisions of subdivision A 5, establish a procedure by which neither a registration statement nor payment of the Department's portion of the statewide permit fee established pursuant to that subdivision shall be required for coverage under the General Permit for Discharges of Stormwater from Construction Activities for construction activity involving a single-family detached residential structure, within or outside a common plan of development or sale;*

9. *Provide for reciprocity with programs in other states for the certification of proprietary best management practices;*

10. Require that VSMPs maintain after-development runoff rate of flow and characteristics that replicate, as nearly as practicable, the existing predevelopment runoff characteristics and site hydrology, or improve upon the contributing share of the existing predevelopment runoff characteristics and site hydrology if stream channel erosion or localized flooding is an existing predevelopment condition. Except where more stringent requirements are necessary to address total maximum daily load requirements or to protect exceptional state waters, any land-disturbing activity that provides for stormwater management shall satisfy the conditions of this subsection if the practices are designed to (i) detain the water quality volume and to release it over 48 hours; (ii) detain and release over a 24-hour period the expected rainfall resulting from the one year, 24-hour storm; and (iii) reduce the allowable peak flow rate resulting from the 1.5-year, two-year, and 10-year, 24-hour storms to a level that is less than or equal to the peak flow rate from the site assuming it was in a good forested condition, achieved through multiplication of the forested peak flow rate by a reduction factor that is equal to the runoff volume from the site when it was in a good forested condition divided by the runoff volume from the site in its proposed condition, and shall be exempt from any flow rate capacity and velocity requirements for natural or man-made channels as defined in any regulations promulgated pursuant to this section or any ordinances adopted pursuant to § 62.1-44.15:27 or 62.1-44.15:33;

~~8.~~ 11. Encourage low-impact development designs, regional and watershed approaches, and nonstructural means for controlling stormwater;

~~9.~~ 12. Promote the reclamation and reuse of stormwater for uses other than potable water in order to protect state waters and the public health and to minimize the direct discharge of pollutants into state waters;

13. *Establish procedures to be followed when a locality that operates a VSMP wishes to transfer administration of the VSMP to the Department;*

~~10.~~ 14. Establish a statewide permit fee schedule for stormwater management related to municipal separate storm sewer system permits; and

~~11.~~ 15. Provide for the evaluation and potential inclusion of emerging or innovative stormwater control technologies that may prove effective in reducing nonpoint source pollution.

B. The Board may integrate and consolidate components of the regulations implementing the Erosion and Sediment Control program and the Chesapeake Bay Preservation Area Designation and Management program with the regulations governing the Virginia Stormwater Management Program (VSMP) Permit program or repeal components so that these programs may be implemented in a consolidated manner that provides greater consistency, understanding, and efficiency for those regulated by and administering a VSMP.

§ 62.1-44.15:33. Authorization for more stringent ordinances.

A. Localities that are VSMP authorities are authorized to adopt more stringent stormwater management ordinances than those necessary to ensure compliance with the Board's minimum regulations, provided that the more stringent ordinances are based upon factual findings of local or regional comprehensive watershed management studies or findings developed through the implementation of a MS4 permit or a locally adopted watershed management study and are determined by the locality to be necessary to prevent any further degradation to water resources, to address TMDL requirements, to protect exceptional state waters, or to address specific existing water pollution including nutrient and sediment loadings, stream channel erosion, depleted groundwater resources, or excessive localized flooding within the watershed and that prior to adopting more stringent ordinances a public hearing is held after giving due notice.

B. Localities that are VSMP authorities shall submit a letter report to the Department when more stringent stormwater management ordinances or more stringent requirements authorized by such

ordinances, such as may be set forth in design manuals, policies, or guidance documents developed by the localities, are determined to be necessary pursuant to this section within 30 days after adoption thereof. Any such letter report shall include a summary explanation as to why the more stringent ordinance or requirement has been determined to be necessary pursuant to this section. Upon the request of an affected landowner or his agent submitted to the Department with a copy to be sent to the locality, within 90 days after adoption of any such ordinance or derivative requirement, localities shall submit the ordinance or requirement and all other supporting materials to the Department for a determination of whether the requirements of this section have been met and whether any determination made by the locality pursuant to this section is supported by the evidence. The Department shall issue a written determination setting forth its rationale within 90 days of submission. Such a determination, or a failure by the Department to make such a determination within the 90-day period, may be appealed to the Board.

C. Localities shall not prohibit or otherwise limit the use of any best management practice (BMP) approved for use by the Director or the Board except as follows:

1. When the Director or the Board approves the use of any BMP in accordance with its stated conditions, the locality serving as a VSMP authority shall have authority to preclude the onsite use of the approved BMP, or to require more stringent conditions upon its use, for a specific land-disturbing project based on a review of the stormwater management plan and project site conditions. Such limitations shall be based on site-specific concerns. Any project or site-specific determination purportedly authorized pursuant to this subsection may be appealed to the Department and the Department shall issue a written determination regarding compliance with this section to the requesting party within 90 days of submission. Any such determination, or a failure by the Department to make any such determination within the 90-day period, may be appealed to the Board.

2. When a locality is seeking to uniformly preclude jurisdiction-wide or otherwise limit geographically the use of a BMP approved by the Director or Board, or to apply more stringent conditions to the use of a BMP approved by the Director or Board, upon the request of an affected landowner or his agent submitted to the Department, with a copy submitted to the locality, within 90 days after adoption, such authorizing ordinances, design manuals, policies, or guidance documents developed by the locality that set forth the BMP use policy shall be provided to the Department in such manner as may be prescribed by the Department that includes a written justification and explanation as to why such more stringent limitation or conditions are determined to be necessary. The Department shall review all supporting materials provided by the locality to determine whether the requirements of this section have been met and that any determination made by the locality pursuant to this section is reasonable under the circumstances. The Department shall issue its determination to the locality in writing within 90 days of submission. Such a determination, or a failure by the Department to make such a determination within the 90-day period, may be appealed to the Board.

D. Based on a determination made in accordance with subsection B or C, any ordinance or other requirement enacted or established by a locality that is found to not comply with this section shall be null and void, replaced with state minimum standards, and remanded to the locality for revision to ensure compliance with this section. Any such ordinance or other requirement that has been proposed but neither enacted nor established shall be remanded to the locality for revision to ensure compliance with this section.

E. Any provisions of a local stormwater management program in existence before January 1, 2013, that contains more stringent provisions than this article shall be exempt from the requirements of this section. However, such provisions shall be reported to the Board at the time of the locality's VSMP approval package.

§ 62.1-44.15:34. Regulated activities; submission and approval of a permit application; security for performance; exemptions.

A. A person shall not conduct any land-disturbing activity until he has submitted a permit application to the VSMP authority that includes a state VSMP permit registration statement, *if such statement is required*, and, after July 1, 2014, a stormwater management plan *or an executed agreement in lieu of a stormwater management plan*, and has obtained VSMP authority approval to begin land disturbance. *A locality that is not a VSMP authority shall provide a general notice to applicants of the state permit coverage requirement and report all approvals pursuant to the Erosion and Sediment Control Law (§ 62.1-44.15:51 et seq.) to begin land disturbance of one acre or greater to the Department at least monthly.* Upon the development of an online reporting system by the Department, but no later than July 1, 2014, a VSMP authority shall be required to obtain evidence of *state VSMP permit coverage* where it is required prior to providing approval to begin land disturbance. The VSMP authority shall act on any permit application within 60 days after it has been determined by the VSMP authority to be a complete application. The VSMP authority may either issue project approval or denial and shall provide written rationale for the denial. The VSMP authority shall act on any permit application that has been previously disapproved within 45 days after the application has been revised, resubmitted for approval, and deemed complete. Prior to issuance of any approval, the VSMP authority may also require an applicant, excluding state and federal entities, to submit a reasonable performance bond with surety, cash

escrow, letter of credit, any combination thereof, or such other legal arrangement acceptable to the VSMP authority, to ensure that measures could be taken by the VSMP authority at the applicant's expense should he fail, after proper notice, within the time specified to initiate or maintain appropriate actions that may be required of him by the permit conditions as a result of his land-disturbing activity. If the VSMP authority takes such action upon such failure by the applicant, the VSMP authority may collect from the applicant the difference should the amount of the reasonable cost of such action exceed the amount of the security held. Within 60 days of the completion of the requirements of the permit conditions, such bond, cash escrow, letter of credit, or other legal arrangement, or the unexpended or unobligated portion thereof, shall be refunded to the applicant or terminated. These requirements are in addition to all other provisions of law relating to the issuance of permits and are not intended to otherwise affect the requirements for such permits.

B. A Chesapeake Bay Preservation Act Land-Disturbing Activity shall be subject to coverage under the Virginia Stormwater Management Program (VSMP) General Permit for Discharges of Stormwater from Construction Activities until July 1, 2014, at which time it shall no longer be considered a small construction activity but shall be then regulated under the requirements of this article by a VSMP authority.

C. Notwithstanding any other provisions of this article, the following activities are exempt, unless otherwise required by federal law:

1. Permitted surface or deep mining operations and projects, or oil and gas operations and projects conducted under the provisions of Title 45.1;

2. Clearing of lands specifically for agricultural purposes and the management, tilling, planting, or harvesting of agricultural, horticultural, or forest crops, livestock feedlot operations, or as additionally set forth by the Board in regulations, including engineering operations as follows: construction of terraces, terrace outlets, check dams, desilting basins, dikes, ponds, ditches, strip cropping, lister furrowing, contour cultivating, contour furrowing, land drainage, and land irrigation; however, this exception shall not apply to harvesting of forest crops unless the area on which harvesting occurs is reforested artificially or naturally in accordance with the provisions of Chapter 11 (§ 10.1-1100 et seq.) or is converted to bona fide agricultural or improved pasture use as described in subsection B of § 10.1-1163;

3. Single-family residences separately built and disturbing less than one acre and not part of a larger common plan of development or sale, including additions or modifications to existing single-family detached residential structures. However, localities subject to the provisions of the Chesapeake Bay Preservation Act (§ 62.1-44.15:67 et seq.) may regulate these single-family residences where land disturbance exceeds 2,500 square feet;

4. Land-disturbing activities that disturb less than one acre of land area except for land-disturbing activity exceeding an area of 2,500 square feet in all areas of the jurisdictions designated as subject to the Chesapeake Bay Preservation Area Designation and Management Regulations adopted pursuant to the provisions of the Chesapeake Bay Preservation Act (§ 62.1-44.15:67 et seq.) or activities that are part of a larger common plan of development or sale that is one acre or greater of disturbance; however, the governing body of any locality that administers a VSMP may reduce this exception to a smaller area of disturbed land or qualify the conditions under which this exception shall apply;

5. Discharges to a sanitary sewer or a combined sewer system;

6. Activities under a state or federal reclamation program to return an abandoned property to an agricultural or open land use;

7. Routine maintenance that is performed to maintain the original line and grade, hydraulic capacity, or original construction of the project. The paving of an existing road with a compacted or impervious surface and reestablishment of existing associated ditches and shoulders shall be deemed routine maintenance if performed in accordance with this subsection; and

8. Conducting land-disturbing activities in response to a public emergency where the related work requires immediate authorization to avoid imminent endangerment to human health or the environment. In such situations, the VSMP authority shall be advised of the disturbance within seven days of commencing the land-disturbing activity, and compliance with the administrative requirements of subsection A is required within 30 days of commencing the land-disturbing activity.

§ 62.1-44.15:44. Right to hearing.

Any permit applicant, permittee, or person subject to state permit requirements under this article aggrieved by any action of the VSMP authority, Department, or Board taken without a formal hearing, or by inaction of the VSMP authority, Department, or Board, may demand in writing a formal hearing by the Board or VSMP authority causing such grievance, provided a petition requesting such hearing is filed with the Board or the VSMP authority within 30 days after notice of such action.

§ 62.1-44.15:45. Hearings.

VSMP authorities When holding hearings under this article, the Board shall do so in a manner consistent with § 62.1-44.26. A locality holding hearings under this article shall do so in a manner consistent with local hearing procedures.

§ 62.1-44.15:46. Appeals.

Any permittee or party aggrieved by a state permit or enforcement decision of the Department or

Board under this article, or any person who has participated, in person or by submittal of written comments, in the public comment process related to a final decision of the Department or Board under this article, whether such decision is affirmative or negative, is entitled to judicial review thereof in accordance with the provisions of the Administrative Process Act (§ 2.2-4000 et seq.) if such person meets the standard for obtaining judicial review of a case or controversy pursuant to Article III of the Constitution of the United States. A person shall be deemed to meet such standard if (i) such person has suffered an actual or imminent injury that is an invasion of a legally protected interest and that is concrete and particularized; (ii) such injury is fairly traceable to the decision of the Department or the Board and not the result of the independent action of some third party not before the court; and (iii) such injury will likely be redressed by a favorable decision by the court.

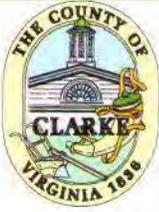
The provisions of the Administrative Process Act (§ 2.2-4000 et seq.) shall not apply to decisions rendered by localities ~~but appeals~~. *Appeals of decisions rendered by localities shall be conducted in accordance with local appeal procedures and shall include an opportunity for judicial review in the circuit court of the locality in which the land disturbance occurs or is proposed to occur. Unless otherwise provided by law, the circuit court shall conduct such review in accordance with the standards established in § 2.2-4027, and the decisions of the circuit court shall be subject to review by the Court of Appeals, as in other cases under this article.*

2. That amendments to regulations of the State Water Control Board necessary to implement the provisions of this act shall be exempt from the Administrative Process Act (§ 2.2-4000 et seq.), provided that there is a public comment period of at least 30 days on the proposed amendments prior to Board adoption.

3. That the consolidation into Virginia's General Permit for Discharges of Stormwater from Construction Activities of state post-construction requirements exceeding minimum federal requirements shall not be construed to modify the scope of federal agency or citizen suit enforcement pursuant to the Clean Water Act (33 U.S.C. § 1251 et seq.).

4. That an emergency exists and this act is in force from its passage.

Clarke County Board of Supervisors



Berryville Voting District
J. Michael Hobert – Chair
(540) 955-4141

Millwood Voting District
John R. Staelin
(540) 837-1903

White Post Voting District
Bev McKay
(540) 837-1331

Buckmarsh Voting District
David S. Weiss – Vice Chair
(540) 955-2151

Russell Voting District
Barbara J. Byrd
(540) 955-1215

County Administrator
David L. Ash
(540) 955-5175

BUDGET IMPASSE RESOLUTION 2014-04R

WHEREAS, the Virginia General Assembly did not agree on the approval of a budget by the adjournment sine die date of March 8, 2014; and

WHEREAS, funds from the state received by Clarke County comprise a large portion of revenues necessary for Clarke County to deliver many of the public services mandated by the Commonwealth; and

WHEREAS, the delivery of mandated public services by Clarke County depends upon a stable and healthy partnership between state and local governments; and

WHEREAS, Virginia's local governments are subject strict, statutory deadlines for approving certain components of their respective budgets; and

WHEREAS, local governments under Sections 15.2-2500 and 15.2-2503 of the Code of Virginia are required to approve their respective budget and tax rates by July 1 of each year; and

WHEREAS, by May 1 of each year, or at least 30 days after receiving an estimate of state aid, whichever is later, local governments are required under Section 22.1-93 of the Code of Virginia to adopt an annual school budget; and

WHEREAS, not later than June 1 of each year, all school divisions under Section 22.1-304 of the Code of Virginia, must notify teachers of reductions in force due to decreased funding; and

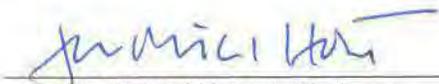
WHEREAS, failure to approve a budget in a timely manner would disrupt the ability of Virginia's businesses and public agencies to operate effectively; and

NOW, THEREFORE, BE IT RESOLVED by the Clarke Board of Supervisors that the Virginia General Assembly and the Governor of Virginia are urged to reconcile their differences and agree on a FY 2015-2016 budget;

AND BE IT FURTHER RESOLVED that the Clarke Board of Supervisors shall transmit copies of this resolution to the Honorable Terry R. McAuliffe, Governor of Virginia, and to members of the Virginia General Assembly.

Approved at a regularly scheduled Board of Supervisors meeting on April 7, 2014.

Attest:


J. Michael Hobert, Chairman

Clarke County Board of Supervisors



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County Administrator
David L. Ash
(540) 955-5175

April 7, 2014

The Honorable Terry McAuliffe
Governor of Virginia
1111 East Broad Street
Richmond, VA 23219

Re: Adoption of Two Year Biennium Budget beginning July 1, 2014

Dear Governor McAuliffe:

The Clarke County Board of Supervisors urges the General Assembly to approve a responsible budget in the most expeditious manner possible.

Continued delays in approving a budget will increase difficulties in finalizing the local budget. Funding from the state comprises a large portion of revenues needed to meet state mandated services and other core public services such as health and human services, public safety and public education. The delivery of these services requires reliable sources of revenue and a sustainable partnership between the state and counties.

As you negotiate a FY 2015-2016 state budget, it is imperative that the Governor and all members of the General Assembly be mindful of the statutory deadlines applying to all counties. We are concerned the failure to approve a budget for the Commonwealth in a timely manner will adversely government operations, harm businesses and slow economic growth. We respectfully urge you to expedite budget negotiations and approve a responsible state budget.

Thank you for your consideration and your service to the Commonwealth of Virginia.

Sincerely,

J. Michael Hobert, Chair
Clarke County Board of Supervisors

MH:lw

Clarke County Board of Supervisors



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April 7, 2014

The Honorable Charles Colgan
President of the Senate
P.O. Box 396
Richmond, VA 23218

Re: Adoption of Two Year Biennium Budget beginning July 1, 2014

Dear Senator Colgan:

The Clarke County Board of Supervisors urges the General Assembly to approve a responsible budget in the most expeditious manner possible.

Continued delays in approving a budget will increase difficulties in finalizing the local budget. Funding from the state comprises a large portion of revenues needed to meet state mandated services and other core public services such as health and human services, public safety and public education. The delivery of these services requires reliable sources of revenue and a sustainable partnership between the state and counties.

As you negotiate a FY 2015-2016 state budget, it is imperative that the Governor and all members of the General Assembly be mindful of the statutory deadlines applying to all counties. We are concerned the failure to approve a budget for the Commonwealth in a timely manner will adversely affect government operations, harm businesses and slow economic growth. We respectfully urge you to expedite budget negotiations and approve a responsible state budget.

Thank you for your consideration and your service to the Commonwealth of Virginia.

Sincerely,

A handwritten signature in blue ink that reads "J. Michael Hobert".

J. Michael Hobert, Chair
Clarke County Board of Supervisors

MH:lw

Cc: Honorable Dick Saslaw
Honorable Jill Vogel

www.clarkecounty.gov

101 Chalmers Court, Suite B
Berryville, VA 22611

Telephone: [540] 955-5175

Clarke County Board of Supervisors



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County Administrator
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April 7, 2014

The Honorable William J. Howell
Speaker of the Virginia House of Delegates
PO Box 406
Richmond VA 23218

Re: Adoption of Two Year Biennium Budget beginning July 1, 2014

Dear Speaker Howell:

The Clarke County Board of Supervisors urges the General Assembly to approve a responsible budget in the most expeditious manner possible.

Continued delays in approving a budget will increase difficulties in finalizing the local budget. Funding from the state comprises a large portion of revenues needed to meet state mandated services and other core public services such as health and human services, public safety and public education. The delivery of these services requires reliable sources of revenue and a sustainable partnership between the state and counties.

As you negotiate a FY 2015-2016 state budget, it is imperative that the Governor and all members of the General Assembly be mindful of the statutory deadlines applying to all counties. We are concerned the failure to approve a budget for the Commonwealth in a timely manner will adversely affect government operations, harm businesses and slow economic growth. We respectfully urge you to expedite budget negotiations and approve a responsible state budget.

Thank you for your consideration and your service to the Commonwealth of Virginia.

Sincerely,

A handwritten signature in blue ink that reads "J. Michael Hobert".

J. Michael Hobert, Chair
Clarke County Board of Supervisors

MH:lw

Cc: Honorable Kirk Cox
Honorable Dave LaRock
Honorable Randy Minchew

www.clarkecounty.gov

101 Chalmers Court, Suite B
Berryville, VA 22611

Telephone: [540] 955-5175



Memorandum

Subject: White Post Dairy Site Visit

To: File

From: Bob Peer

Date: 3/14/14

Copies: Gary Flory

On Monday, March 3, 2014, I received an e-mail from Ms. Carline Roberts concerning runoff from the White Post Dairy. Ms. Roberts attached several photos showing what appeared to be manure that had flowed onto her property. There was a snowstorm on March 3, 2014, and I responded to Ms. Roberts on March 4, 2014 that I would investigate as soon as the snow melted, and I would let her know when I would be conducting my investigation.

On Monday, March 10, 2014 I visited the facility at 4:15 p.m. The farm manager, Dr. Bill Call, and I walked out to see the areas where runoff could have occurred:

1. **Manure Solids Separator** - Dr. Call said wind had blown fine manure particles from the solids that had topped the pushwall to the area in front of the settling basins. I did observe some settling of these solids on this area but did not observe any runoff towards the Roberts' property. There was a significant amount of manure solids that had spilled over behind the pushwall. I discussed with Dr. Call the need for extending the height of this wall to prevent this from happening in the future.
2. **Settling Basin Solids** – There was a pile of solids that had been removed from the settling basins and stacked up next to the first settling basin . Dr. Call said that this was done to drain any excess water from the solids prior to land application. I did not observe any runoff from this pile.
3. **Catchment Basin** - I observed that manure had flowed into the catchment basin and run over the berm toward the manure storage lagoon. Dr. Call explained that when he first observed that manure had run over the berm on Tuesday, March 4, 2014, it became apparent that the notch cut into the concrete riser was higher than the top of the berm. This situation prevented the manure in the basin from draining into the riser. Dr. Call said that he cut the notch about 8 inches lower on Wednesday, March 5, 2014 to ensure that this would not occur again. I asked Dr. Call the origin of the manure that drained into the catchment basin. He said that an employee who was working on Sunday March 2, 2014 had failed to check the level of manure in the reception pit that receives manure from the flush barns. An employee on the previous shift had failed to pump manure to the manure solids separator and the reception pit was completely full when the employee on the day

shift on Sunday flushed the barns.

There was approximately 8,000 - 10,000 gallons that had overflowed into the catchment basin and I estimate that half of that amount had overflowed the basin. I observed that the manure followed the same path as the manure spill that occurred on March 3, 2013. There were not as many manure solids as had flowed onto the Roberts property in 2013 spill and the flow path was about half the distance as the previous spill. There had been no attempt to clean up the manure.

4. **Manure Storage Ponds** - I observed that both manure storage lagoons had less than 18 inches of freeboard. Dr. Call said that he plans to begin irrigation from the upper manure storage pond within the next two days. He said that he will begin pumping manure from the lower pond into the upper pond at the same time. I asked him to notify me when he begins this process

While at the dairy, I also observed that sediment from the dirt roadbed had washed into a stormwater channel that carries stormwater under the pipes that carry flush water to the flush tanks. This situation has created a ponding of stormwater near monitoring well #1. Dr. Call said he plans on cleaning out that sediment and addressing the erosion that deposited the sediment. Some of the items he proposed to achieve this result were to spread stone on the current dirt roadbed, and divert stormwater that drains down this road around this area.



COMMONWEALTH of VIRGINIA

DEPARTMENT OF ENVIRONMENTAL QUALITY VALLEY REGIONAL OFFICE

Molly Joseph Ward
Secretary of Natural Resources

4411 Early Road, P.O. Box 3000, Harrisonburg, Virginia 22801
(540) 574-7800 Fax (540) 574-7878
www.deq.virginia.gov

David K. Paylor
Director

Amy Thatcher Owens
Regional Director

March 13, 2014

Mr. Gary Genske
White Post Dairy, L.L.C.
1835 Newport Blvd, D-263
Costa Mesa, CA 92627

NOTICE OF VIOLATION

RE: NOV No. W2014-03-V-0001
White Post Dairy, L.L.C., White Post, VA
Permit Number: VPG100092

Dear Mr. Genske:

This letter notifies you of information upon which the Department of Environmental Quality (Department or DEQ) may rely in order to institute an administrative or judicial enforcement action. Based on this information, DEQ has reason to believe that White Post Dairy, L.L.C may be in violation of the State Water Control Law and Regulations.

This letter addresses conditions at the facility named above, and also cites compliance requirements of the State Water Control Law and Regulations. Pursuant to Va. Code § 62.1-44.15(8a), this letter is not a case decision under the Virginia Administrative Process Act, Va. Code § 2.2-4000 *et seq.* (APA). DEQ requests that you respond **within 10 days of the date of this letter** to arrange a prompt meeting.

OBSERVATIONS AND LEGAL REQUIREMENTS

On March 10, 2014, in response to a reported manure spill, DEQ staff performed a site inspection at White Post Dairy, L.L.C. in White Post, VA. The following describe the staff's factual observations and identifies the applicable legal requirements:

Observations: DEQ staff observed that the liquid dairy manure reception pit had overflowed. This discharge flowed down an unpaved farm road, across property owned by the facility and onto the adjacent landowner's pasture. The estimated amount of liquid manure released was approximately 5,000 gallons. The release, which was not reported to DEQ by the facility, occurred on March 2, 2014.

Legal Requirements: 9 VAC 25-192-70.I.B.5 requires that "All liquid waste storage facilities shall maintain at least one foot of freeboard at all times, except in the case of a storm event greater than a 25-year, 24-hour storm."

9 VAC 25-192-70. III.B.2 requires that "All waste collection, control, treatment, management of pollutant activities and disposal facilities shall be operated in a manner consistent with the following:

- a. At all times, all facilities and pollutant management activities shall be operated in a prudent and workmanlike manner.
- b. The permittee shall provide an adequate operating staff to carry out the operation, maintenance and testing functions required to ensure compliance with the conditions of this permit.
- c. Maintenance of treatment facilities or pollutant management activities shall be carried out in such a manner that the monitoring and limitation requirements are not violated."

9 VAC 25-192-70.II.E.2 states that "The permittee shall report any unpermitted, unusual or extraordinary discharge which enters or could be expected to enter state waters. The permittee shall provide information, specified in Part II E 1 a through c, regarding each such discharge immediately, that is, as quickly as possible upon discovery, however, in no case later than 24 hours. A written submission covering these points shall be provided within five days of the time the permittee becomes aware of the circumstances covered by this paragraph."

ENFORCEMENT AUTHORITY

Va. Code § 62.1-44.23 of the State Water Control Law provides for an injunction for any violation of the State Water Control Law, any State Water Control Board rule or regulation, an order, permit condition, standard, or any certificate requirement or provision. Va. Code §§ 62.1-44.15 and 62.1-44.32 provide for a civil penalty up to \$32,500 per day of each violation of the same. In addition, Va. Code § 62.1-44.15 authorizes the State Water Control Board to issue orders to any person to comply with the State Water Control Law and regulations, including the imposition of a civil penalty for violations of up to \$100,000. Also, Va. Code § 10.1-1186 authorizes the Director of DEQ to issue special orders to any person to comply with the State Water Control Law

and regulations, and to impose a civil penalty of not more than \$10,000. Va. Code §§ 62.1-44.32(b) and 62.1-44.32(c) provide for other additional penalties.

The Court has the inherent authority to enforce its injunction, and is authorized to award the Commonwealth its attorneys' fees and costs.

FUTURE ACTIONS

DEQ staff wishes to discuss all aspects of their observations with you, including any actions needed to ensure compliance with state law and regulations, any relevant or related measures you plan to take or have taken, and a schedule, as needed, for further activities. In addition, please advise us if you dispute any of the observations recited herein or if there is other information of which DEQ should be aware. In order to avoid adversarial enforcement proceedings, White Post Dairy, L.L.C may be asked to enter into a Consent Order with the Department to formalize a plan and schedule of corrective action and to settle any outstanding issues regarding this matter, including the assessment of civil charges.

In the event that discussions with staff do not lead to a satisfactory conclusion concerning the contents of this letter, you may elect to participate in DEQ's Process for Early Dispute Resolution. Also, if informal discussions do not lead to a satisfactory conclusion, you may request in writing that DEQ take all necessary steps to issue a final decision or fact finding under the APA on whether or not a violation has occurred. For further information on the Process for Early Dispute Resolution, please visit the Department's website under "Laws & Regulations" and "DEQ regulations" at: http://www.deq.virginia.gov/export/sites/default/regulations/pdf/Process_for_Early_Dispute_Resolution_8260532.pdf or ask the DEQ contact listed below.

Please contact Karen Hensley at (540) 574-7821 or karen.hensley@deq.virginia.gov within 10 days to discuss this matter and arrange a prompt meeting.

Sincerely,



Gary A. Flory
Water Program Manager

cc: CASE FILE
ENFORCEMENT SPECIALIST
MEDIA MANAGER
Dr. Bill Call (White Post Dairy, L.L.C, P.O. Box 2361, White Post, VA 22663)

White Post Dairy –complaint site visit-3/10/14



Manure that overflowed the catchment basin



standing manure from overflow

White Post Dairy-complaint site visit-3/10/14



manure residue from overflow on Ms Robert's property



manure residue from overflow on Ms. Robert's property

White Post Dairy-complaint site visit-3/10/14



manure residue from overflow onto Ms. Robert's property



manure overflow from catchment basin
arrow show berm that was breached and
channel of overflow

White Post Dairy-complaint site visit-3/10/14



Arrows show spillage of manure solids over the top of the pushwall and outside the building. The pushwall needs to be raised (blue arrow) to prevent spillage and the wind from blowing the manure solids on the ground. The side wall (red arrow) needs to be lengthened to keep the solids in the building.



Spillage of manure solids off of the pushwall – Wall needs to be raised to prevent this spillage

White Post Dairy –complaint site visit-3/10/14



Manure solids from the settling basins stacked next to basins to drain excess water prior to land application (blue arrow)

Red arrow shows the area where fine manure solids from the manure solids separator building have been deposited by wind



Catch basin for manure overflow- red arrow points to notch cut into concrete riser that allows manure to flow into pipe going to manure storage pond. This notch was cut approx. 8 inches lower on 3/5/14, following the manure overflow when it was discovered that the previous notch was 6 inches higher than the top of the berm in this catch basin. This manure originated from an overflow of the flush water reception pit (blue arrow)

White Post Dairy-complaint site visit-3/10/14



another view of overflow of catch basin
berm (red arrow), and area below the berm
where manure has accumulated (blue arrow)

stormwater basin

White Post Dairy-complaint site visit-3/10/14



Sediment blocking flow of stormwater at the exit of the culvert near monitoring well #1
Arrow shows where stormwater from roadbed should be diverted to flow once the erosion of the roadbed is stabilized



freeboard of lower manure storage pond at 12 inches



Clarke County Planning Department
101 Chalmers Court, Suite B
Berryville, Virginia 22611
(540) 955-5132

TO: Board of Supervisors members

FROM: Brandon Stidham, Planning Director

RE: Update, Implementation of Fire & EMS Workgroup Recommendations

DATE: April 1, 2014

The purpose of this memo is to provide you with an update on the implementation of the Fire & EMS Workgroup's recommendations. This update is divided among the four priority implementation projects that we discussed at your March worksession. Staff has also included a revised implementation timeline to reflect our current progress. Action items requested of the Board are noted below in bold underlined text.

Implement Additional Career Staff

- At the March 18 meeting, the Board authorized an additional \$25,000 for part-time EMS salaries for the remainder of FY2014. This task is complete.
- Authorization of FY15 funding is being deliberated in conjunction with the budget process.
- The implementation of a funding agreement with the volunteer companies has been advanced one month to the May 18 Board meeting. The Board indicated a desire to meet with the volunteer companies at their monthly meetings to discuss the usage of funding agreements and receive their feedback and concerns.
- Advertisement of positions and hiring of personnel was authorized at the March 18 Board meeting and is underway.

Hire Director Position

- Approval of job description and term of employment was moved ahead one month to the Board's April 15 meeting. Per the Board's direction, Staff has attempted to pare back the duties shown in the draft job description that was presented in March. A revised job description is included for your consideration that significantly reduces the emergency management responsibilities that were previously shown. The remaining responsibilities focus on the duties and projects that a Director would be expected to complete in the initial two years of service. Priority job duties are shown highlighted in yellow. **Staff is requesting approval of the job description at the April meeting.**
- Development of the ordinance language that incorporates the Director's duties and responsibilities is advanced by one month. Staff is currently working on refining the draft ordinance and will need to have the County Attorney review prior to presenting it to the Board to set public hearing.
- All other tasks under this project remain unchanged. The delay in completing the ordinance language would not impact the timeline to hire the director position.

Establish Fire & EMS Commission

- Approval of the Commission charge and membership is advanced one month to the Board's April 15 meeting. The Board deferred action on this item in March and directed Staff to present the charge and membership in ordinance format based on the Board's discussions. Given the additional time needed to finalize the draft ordinance, Staff has included a summary of the Commission's charge and membership for the Board's review. **Staff is requesting approval of the Commission charge and membership summary at the April meeting.**
- As noted above, Staff is still working on the draft ordinance and has advanced this time by one month to the Board's May 18 meeting.
- All other tasks under this project remain unchanged.

Implement a Fee for Service Program

- The Board directed Staff in March to develop a draft request for proposals (RFP) to hire a consultant to evaluate fee for service. Staff was not able to find any templates used by other localities and will require additional time to develop the draft RFP. The timeline for presenting the draft RFP to the Board is advanced one month to the May 18 Board meeting.
- All other tasks under this project are advanced by one month. The consultant would be selected by July 1 with notice to proceed work by August 1. The final report would be presented to the Board at the October 21 meeting.

If you have any questions or concerns in advance of the meeting, please do not hesitate to contact me.

**FIRE EMS RECOMMENDATIONS
IMPLEMENTATION TIMELINE (Revised April 2014)**

	3/18 BOS	4/15 BOS	May 1	5/20 BOS	June 1	6/17 BOS	July 1	7/15 BOS	Aug 1	8/19 BOS	Sept 1	9/16 BOS	October 1	10/21 BOS
Implement Additional Career Staff														
Authorize funding for FY14														
Authorize funding for FY15														
Implement funding agreement with volunteer companies														
Advertise positions and make selections														
Hire Director Position														
Approve Job Description and Term of Employment														
Develop and Adopt Ordinance Language				Set PH		Hold PH/ adopt								
Establish Budget-FY15														
Authorize Staff to Develop Advertisement and Evaluation Process; Issue Advertisement														
Form Evaluation Committee														
Conduct Advertisement Period														
Interview Candidates and Make Selection														
Director Start Date														

**FIRE EMS RECOMMENDATIONS
IMPLEMENTATION TIMELINE (Revised April 2014)**

	3/18 BOS	4/15 BOS	May 1	5/18 BOS	June 1	6/17 BOS	July 1	7/15 BOS	Aug 1	8/19 BOS	Sept 1	9/16 BOS	October 1	10/21 BOS
Establish Fire & EMS Commission														
Approve Commission Charge and Membership														
Develop and Adopt Ordinance Language				Set PH		Hold PH/adopt								
Establish Administrative Budget-FY15														
Appoint Membership														
Schedule Initial Meeting														
Implement a Fee for Service Program														
Develop/finalize RFP for consultant														
Appropriate initial consultant funding														
Conduct RFP advertisement process														
Form Evaluation Committee														
Interview Respondents and Make Selection														
Consultant notice to proceed														
Consultant work period and issuance of draft report to Staff														
Presentation of Final Report by Consultant														

Project Progress

Completion/Milestone

Director of Fire & Emergency Medical Services (EMS)

General Definition of Work

Performs difficult professional work directing and coordinating all County fire and emergency medical services (EMS) programs and activities, and related work as apparent or assigned. Work involves setting goals and implementing policies under the direction of the County Administrator. Oversees the Department of Fire, EMS, and Emergency Management.

Qualification Requirements

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required.

Essential Functions

Reporting and Working Relationships:

This position reports to the County Administrator. This position will provide staff support to the Fire and EMS Commission. This position also works cooperatively with all entities in the Fire and EMS system, to include, but not limited to, the Clarke County Fire and Rescue Association, Volunteer Fire Chiefs, Operational Medical Director, Board of Supervisors, Sheriff, Emergency Communications Center.

Strategic Planning and Management:

- Manage the day-to-day operations of the Department of Fire, EMS, and Emergency Management including supervision of staff and oversight of the department's budget.
- Establish a 10-yr Strategic Plan including a mission, vision and measurable annual goals with reports yearly to the Board of Supervisors (BOS). Responsible for the maintenance of the Strategic Plan by oversight of goals and redefining as required.
- Ensure compliance with state and federal regulations and codify county responsibilities and authorities related to Fire and EMS services
- Develop and monitor County Performance Metrics in collaboration with Volunteer Fire Chiefs. Establish reporting needs to monitor system performance and work with Dispatch and the Volunteer Companies to generate appropriate and timely reporting.
- Provide for continuous review of County performance following an initial review of protocols to identify issues that need to be addressed
 - Regular review of protocols to address needed efficiencies or effectiveness
 - Quarterly review of quality of service by critiquing fire and EMS calls and EMD procedures and dialogue.
- Provide a focal point and review process for all EMS or Fire Complaints

Director of Fire & Emergency Medical Services (EMS)

- Report regularly to the County Administrator and BOS on the efficiency and effectiveness of the Fire and EMS system, including progress toward long-range goals, performance against established metrics, budget and equipment needs, etc .

Service Provision:

- With the concurrence of the volunteer fire chiefs, Sheriff, and Director of the Clarke County Emergency Communications Center, ensures that system protocols are evaluated and improved on a regular basis to ensure efficient and effective provision of service.
 - Protocols are up-to-date and workable in the County's Dispatch system
 - Protocols are efficient and effective at providing citizen service
 - Protocols appropriately integrate volunteer and career resources
 - EMD protocols are efficient and effective for providing pre-care support.
- Develop and propose alternative service provision, in coordination with Volunteer Fire Chiefs when system performance is lagging and metrics are not being met.
 - Evaluate alternatives to dispatch, duty crews, first due areas.
- Work with the volunteer companies, career staff, and dispatch to develop quality assurance programs for fire and EMS services, including EMD services.
- Establish regular run reviews for multi-company Fire and EMS calls to build cross-company operational capacity and to evaluate tactics, training levels and operational procedures.
- Be the point of contact with the Sheriff's Office and Dispatch for all issues pertaining to the Career or Volunteer Staff.
- Provide leadership and support for structure fires or EMS incidents when needed.
 - For major fire incidents, have the skills, training, and authority to assume the role Incident Commander when insufficient skills or personnel are available for structure fires.
 - For EMS calls, have the skills, training and authority to assume incident command, only for major incidents, or when staff present is clearly unable to provide needed services.

Administration:

- With the BOS and the County Administrator, develop and monitor Volunteer Company Agreements to ensure that county dollars are being used wisely and by companies that are administratively sound.
- Prepare a yearly report to the County Administrator and the Board of Supervisors on the standard of Fire and EMS care in the county and metrics of performance.
- Develop and manage Mutual Aid Agreements with surrounding jurisdictions in cooperation with the volunteer companies and to keep those updated and on file in the Office of the Fire and EMS Director.

Director of Fire & Emergency Medical Services (EMS)

- **Work with Fire and EMS Volunteer Association:**
 - To build career/volunteer integration and cooperation
 - To recommend consolidated equipment purchase for cost saving measures
 - Support efforts to announce and provide for cross-company basic training programs
 - Provide for cross-company joint training, especially for business or major disasters
 - Establish minimum training standards for all county operations
 - Work to establish and supervise the implementation of County-wide Quality Improvement (QI) and Quality Assurance (QA) programs.
- Ensure regular audits of county funds given to volunteer companies.
- **Centralize Grant Writing to support career staff and volunteer companies**

Personnel Management:

- Provide for Career Management/Supervision to Include:
 - Direct supervision of the Emergency Medical Services (EMS) Manager. The day-to-day operations and scheduling of EMS staff is the responsibility of the EMS Manager.
 - Reviewing, amending and enacting policies for the Clarke County Emergency Medical Services Staff.
 - Establishing performance standards and providing yearly review of performance.
 - Establishing community outreach and service initiatives for in-between call times.
 - Working with Company 1 leadership to identify service to the host company.
 - Ensuring that certifications are up-to-date.
 - Providing regular training for all FT staff to keep the staff up-to-date and preparing for the future.
 - Reviewing QI/QA initiatives and reporting.
 - Reviewing and adjusting staff scheduling to ensure the most efficient use of county dollars.
 - Reviewing pay schedule to ensure competitive status for new hires/retention.
 - Reviewing options for Law Enforcement Officer Supplements.
 - Providing a review mechanism for all complaints.
 - Ensuring regular run reviews.

Recruitment and Retention:

- **Develop and manage an effective recruitment and retention program.**
 - Hire staff through grants including SAFER grants.
 - Develop cross-company committee.
 - Consider LEOS Options for Career Staff.
 - Consider additional retention programs beyond the Tax Relief Program, for example, the Hometown Heroes Program.

Director of Fire & Emergency Medical Services (EMS)

Knowledge, Skills and Abilities

- Considerable knowledge of federal, state, and local policies, procedures, guidelines and regulations pertaining to fire, EMS, emergency management, and law enforcement operations.
- Considerable knowledge of resources available for fire and emergency medical services .
- Considerable knowledge of emergency medical practices, procedures and protocols.
- Skill in developing and conducting effective training programs.
- Ability to interpret, explain, and apply a wide variety of policies, procedures, guidelines and regulations.
- Ability to research, prepare, and use effective writing skills to develop reports and make effective public presentations.
- Ability to react quickly, effectively, and professionally in emergency situations.
- Ability to use sound judgment and determine best options and decisions for handling emergency matters.
- Ability to plan and organize work to meet deadlines and governmental requirements.
- Ability to establish and maintain effective working relationships with law enforcement agencies, volunteer fire/EMS services, public officials, hospitals, schools, and the general public.
- Demonstrated knowledge of budgeting, personnel, and purchasing requirements.

Education, Certifications, and Experience

Education and Experience

Minimum Qualifications:

- Bachelor's degree in Fire Science and Administration, Public Administration, or related field from an accredited college or university.
- Ten (10) or more years of progressively responsible administrative and managerial experience in fiscal/budget matters, fire safety, prevention, EMS, and suppression methods, or a related field.
- Ten (10) or more years' experience as Fire Chief or Deputy Fire Chief or Assistant Fire Chief in an organized and recognized career Fire department.
- Any equivalent combination of education, specialized training, and experience which provides the requisite knowledge, skills, and abilities for this position.

Preferred Qualifications:

- Master's degree in Public Administration, Fire Science Administration or a related field from an accredited college or university.
- Fifteen (15) or more years of progressively responsible administrative and managerial experience in fiscal/budget matters, fire safety, prevention, EMS, and suppression methods, or a related field.

Director of Fire & Emergency Medical Services (EMS)

- Fifteen (15) or more years' experience as Fire Chief or Deputy Fire Chief or Assistant Fire Chief in an organized and recognized career Fire department;
- Any equivalent combination of education, specialized training, and experience which provides the requisite knowledge, skills, and abilities for this position;
- Successful completion of the USFA Executive Fire Officer Program.

Certifications

- Successful completion of courses in management, leadership, incident command, and other high level, advanced Fire/Rescue Officer training.
- Emergency Medical Technical I (EMT-I) Certification required; paramedic certification preferred.
- Firefighter 2 and EVOC Certifications required. Fire Officer III (Fire Administration and Finance) Certification preferred.
- HAZMAT operations certification required. HAZMAT incident commander certification preferred.
- Completion of NIMS ICS-400 coursework (minimum).

Special Requirements

- Possession of an appropriate driver's license valid in the Commonwealth of Virginia.

Salary Range (based on Grade Level 27)

- \$65,779.94 -- \$105,247.91 or hourly equivalent based on qualifications.

**DRAFT SUMMARY -- FIRE AND EMS COMMISSION
APRIL 7, 2014 BOARD OF SUPERVISORS WORK SESSION**

The purpose of this summary report is to outline the duties, responsibilities, and membership of the proposed Fire and Emergency Services (EMS) Commission. The report incorporates the recommendations of the Fire & EMS Workgroup, comments provided by the Board of Supervisors at the March meetings, and Staff recommendations. As noted in the cover memo for this item, Staff is requesting the Board to approve the responsibilities and membership composition and term so that these items may be finalized in the draft ordinance amendment. Staff is not requesting appointment of the Commission at this time as this would be scheduled to occur at your May 20 regular meeting.

Commission Responsibilities. The general and specific responsibilities for the Commission are included below and are taken from the Fire & EMS Workgroup's final report. As previously discussed, the Commission is intended to serve as a planning-level organization to aid the volunteer companies and County government entities with implementation and strategic planning efforts. The Commission would work in coordination with the new Director of Fire and EMS, who would be responsible for providing staff support to the Commission. The working relationship between the Commission and Director would be analogous to that of the County Planning Commission and the Director of Planning.

General responsibilities:

- Provide planning-level oversight of the County's Fire and EMS systems.
- Oversee strategic planning efforts.
- Provide a mechanism for collaboration and coordination on issues impacting fire, EMS, and emergency management services with the Director of Fire and EMS, the Sheriff, volunteer companies, and the Board of Supervisors.

Specific responsibilities:

- Develop and maintain a Fire & EMS Strategic Plan.
- Annually review the Emergency Operations Plan (EOP) and provide recommendations on changes to the Board of Supervisors.
- Review and advise on implementation strategies for policy and protocol changes for Fire & EMS operations.
- Provide platform for resolving policy and protocol disputes among the companies, the career staff, and/or with the emergency communications center.
- Review and provide recommendations on budgetary matters including recommending the use of funding and service agreements.

- Evaluate compliance with established performance objectives and develop recommendations to address deficiencies.
- Develop, implement, promote, and participate in annual emergency preparedness exercises.
- Evaluate other related issues as requested by the Board of Supervisors.
- Review and provide recommendations on any proposals by the Director that will have a substantive impact on the County's emergency response system or infrastructure impacting service delivery.

Membership composition and term. The membership composition summarized below is derived from the Workgroup's and Staff's recommendations as modified by the Board's discussions at the March 18 meeting:

- Seven (7) voting members:
 - One (1) Board of Supervisors member
 - County Sheriff
 - One (1) volunteer member representing fire issues (as recommended by the Volunteer Association)
 - One (1) volunteer member representing EMS issues (as recommended by the Volunteer Association)
 - Three (3) citizens at large representing consumers of fire and EMS services
- Five (5) non-voting members:
 - Director of Fire & EMS
 - Director of the Clarke County Emergency Communications Center
 - Operational Medical Director
 - Town of Berryville Police Chief
 - EMS Manager

In order to establish staggered terms for a portion of the membership, Staff recommends appointing the citizens at large for initial terms of one, two, and three years and for four year terms thereafter. The two members recommended for appointment by the Volunteer Association and the Board of Supervisors member would serve one year terms, and the Sheriff's term would be coterminous with his term of office.

Provided below for your information is the draft ordinance language that would codify the above items. Please note that this language is subject to change as Staff and the County Attorney continue to work on the proposed amendment.

Draft Ordinance Language:

§17-6 Fire and EMS Commission

A. The Board of Supervisors shall appoint a Fire and EMS Commission (“the Commission”) to provide planning-level oversight of the Fire and EMS systems in the County; to oversee strategic planning efforts; and to provide mechanism for collaboration and coordination on issues impacting fire, EMS, and emergency management services with the Director, the County Sheriff, volunteer companies, and the Board of Supervisors. The Commission shall work in coordination with the Director on these issues, and the Director shall provide Staff support to the Commission.

B. Membership Composition; Term.

1. Voting members; term. The Commission shall consist of seven (7) members including one (1) member of the Board of Supervisors; the Clarke County Sheriff; two (2) representatives recommended by the Volunteer Association to represent Fire and EMS services respectively; and three (3) citizens-at-large representing consumers of fire and EMS services. The two (2) Volunteer Association representatives and the Board of Supervisors appointee shall serve one-year terms. The three (3) citizens-at-large shall be appointed for initial terms of one (1) year, two (2) years, and three (3) years and thereafter for four (4) year terms. The Sheriff shall serve a term coterminous with the term of office.
2. Non-voting members. The Commission’s non-voting members shall consist of the Fire & EMS Director, the Director of the Clarke County Emergency Communications Center, the County’s Operational Medical Director, the Town of Berryville Police Chief, and the EMS Manager.

C. Responsibilities of the Commission. The Commission shall have the following specific responsibilities to be completed in cooperation with the Director:

1. Develop and maintain a Fire & EMS Strategic Plan.
2. Annually review the Emergency Operations Plan (EOP) and provide recommendations on changes to the Board of Supervisors.
3. Review and advise on implementation strategies for policy and protocol changes for Fire & EMS operations.
4. Provide platform for resolving policy and protocol disputes among the companies, the career staff, and/or with the emergency communications center.
5. Review and provide recommendations on budgetary matters including recommending the use of funding and service agreements.
6. Evaluate compliance with established performance objectives and develop recommendations to address deficiencies.
7. Develop, implement, promote, and participate in annual emergency preparedness exercises.
8. Evaluate other related issues as requested by the Board of Supervisors.

The Commission shall also review and provide recommendations on any proposals by the Director that will have a substantive impact on the County's emergency response system or infrastructure impacting service delivery.

MEMORANDUM

TO: Board of Supervisors
FR: Thomas Judge, Director of Joint Administrative Services
DT: April 7, 2014
RE *April Finance Committee*

1. **Clarke County Sanitary Authority Sewer Fund projection.** Please find attached a projection of revenue and expenditure for the CCSA Sewer Fund. The projection shows a need to increase the County subsidy from the current \$30,000 to \$145,000 in 2016 (exclusive of payments on the original plant). Mike Legge will be on hand to describe the actions the CCSA has taken to minimize this deficit.

2. **FY 14 Supplemental Appropriations.** The Finance Committee recommends the following action:

“Be it resolved that Conservation Easement Fund budgeted expenditures and appropriations be increased \$69,600, that \$34,800 in Commonwealth revenue from VDACS be recognized, and that local tax funding of \$34,800 be recognized from the existing balance of the Fund, all for the purchase of the Bailey conservation easement.”

3. **Park Van Donation.** The Finance Committee recommends the following action in response to the attached request of the Cooperative Extension:

“Be it resolved that the 15 passenger van formerly used by Parks and Recreation, and valued at \$1,000, be donated to Cooperative Extension agency, and that Joint Administrative Services be directed to process no payments for operating costs (fuel, repairs, insurance, etc.) related to the future operation of this vehicle.”

4. **FY 15 Budget.** The Committee discussed various scenarios for the timing of the final adoption of local budget in light of the uncertain timing of the Commonwealth budget.

5. **Acceptance of March Bills and Claims.** *Acceptance of Bills and Claims is recommended.*

6. **Standing Reports.** The following are included: FY 14 General Fund Balance, Reconciliation of Appropriations, General Government Expenditure Summary, Conservation Easement Authority, General Government Capital Projects.

Income Summary

Residential	2014	2015	2016	2017	2018	2019	2020	2021	2022
Residential Sewer Rate	\$ 49.24	\$ 49.24	\$ 54.16	\$ 54.16	\$ 59.58	\$ 59.58	\$ 65.54	\$ 65.54	\$ 72.09
Surcharge Over 5,000 Gallons (per 1,000)	\$ 10.86	\$ 10.86	\$ 11.95	\$ 11.95	\$ 13.14	\$ 13.14	\$ 14.45	\$ 14.45	\$ 15.90
Percentage Rate Increase		0.0%	10.0%	0.0%	10.0%	0.0%	10.0%	0.0%	10.0%
Number of Customers	305	306	309	315	321	327	333	339	345
New Availability Fees	1	3	6	6	6	6	6	6	6
Anticipated Income from Monthly User Fees	\$ 206,282	\$ 206,873	\$ 229,511	\$ 233,410	\$ 261,041	\$ 265,331	\$ 296,583	\$ 301,302	\$ 336,622
Anticipated Income from Availabilit	\$ 16,200	\$ 48,600	\$ 97,200	\$ 97,200	\$ 97,200	\$ 97,200	\$ 97,200	\$ 97,200	\$ 97,200
Other Miscellaneous Income	\$ 15,700	\$ 9,986	\$ 9,560	\$ 9,601	\$ 9,545	\$ 9,568	\$ 9,574	\$ 9,756	\$ 9,652
Total Income--Residential	\$ 238,182	\$ 265,460	\$ 336,271	\$ 340,212	\$ 367,786	\$ 372,099	\$ 403,357	\$ 408,257	\$ 443,475
Commercial									
Commercial Sewer Rate	\$ 86.89	\$ 86.89	\$ 95.58	\$ 95.58	\$ 105.14	\$ 105.14	\$ 115.65	\$ 115.65	\$ 127.22
Surcharge over 7,000 Gallons (per 1,000)	\$10.86	\$10.86	\$11.95	\$11.95	\$13.14	\$13.14	\$14.45	\$14.45	\$15.90
Percentage Rate Increase		0.0%	10.0%	0.0%	10.0%	0.0%	10.0%	0.0%	10.0%
Total Commercial User Fees	\$ 63,470	\$ 63,470	\$ 71,511	\$ 71,680	\$ 78,662	\$ 78,849	\$ 96,147	\$ 97,314	\$ 105,762
Total Commercial Availability Fees		\$ -	\$ 24,300	\$ -	\$ -	\$ -	\$ 162,000	\$ -	\$ -
County Operating Subsidy	\$ 30,000	\$ 45,000	\$ 96,000	\$ 96,000	\$ 96,000	\$ 96,000	\$ -	\$ -	
County Capital/Debt Subsidy			\$ 49,000	\$ 49,000	\$ 49,000	\$ 49,000	\$ 70,000	\$ 70,000	\$ 70,000
Total Commercial and Subsidy Income	\$ 93,470	\$ 108,470	\$ 240,811	\$ 216,680	\$ 223,662	\$ 223,849	\$ 328,147	\$ 167,314	\$ 175,762
 INCOME (LOSS) CARRY-OVER FROM PREVIOUS YEAR	 \$ 391,131	 \$ 194,549	 \$ 24,177	 \$ 40,548	 \$ 18,039	 \$ 27,279	 \$ 29,783	 \$ 102,273	 \$ 60,913
 TOTAL INCOME (RESIDENTIAL AND COMMERCIAL) AND SURPLUS	 \$ 722,783	 \$ 568,479	 \$ 601,259	 \$ 597,440	 \$ 609,488	 \$ 623,226	 \$ 761,288	 \$ 677,845	 \$ 680,150
TOTAL EXPENSES	\$ 528,234	\$ 544,302	\$ 560,711	\$ 579,401	\$ 582,209	\$ 593,443	\$ 659,014	\$ 616,932	\$ 633,115
SURPLUS (DEFICIT)	\$ 194,549	\$ 24,177	\$ 40,548	\$ 18,039	\$ 27,279	\$ 29,783	\$ 102,273	\$ 60,913	\$ 47,035

Forecasted Expenses by Year

Expense Type	2014	2015	2016	2017	2018	2019	2020	2021	2022
Salary, FICA, Insurance	\$ 20,927	\$ 22,681	\$ 23,361	\$ 24,062	\$ 24,784	\$ 25,528	\$ 26,293	\$ 27,082	\$ 27,895
Professional Services	\$ 134,000	\$ 137,000	\$ 141,110	\$ 145,343	\$ 149,704	\$ 154,195	\$ 158,821	\$ 163,585	\$ 168,493
Engineering and Architectural	\$ 1,000	\$ 1,000	\$ 1,030	\$ 1,061	\$ 1,093	\$ 1,126	\$ 1,159	\$ 1,194	\$ 1,230
Legal Expense	\$ 500	\$ 500	\$ 515	\$ 530	\$ 546	\$ 563	\$ 580	\$ 597	\$ 615
Board Member Fees	\$ 2,250	\$ 2,250	\$ 2,318	\$ 2,387	\$ 2,459	\$ 2,532	\$ 2,608	\$ 2,687	\$ 2,767
Plant Maintenance	\$ 4,000	\$ 5,000	\$ 5,150	\$ 5,305	\$ 5,464	\$ 5,628	\$ 5,796	\$ 5,970	\$ 6,149
Pump Station Maintenance	\$ 4,000	\$ 6,000	\$ 6,180	\$ 6,365	\$ 6,556	\$ 6,753	\$ 6,956	\$ 7,164	\$ 7,379
Grinder Pump Maintenance	\$ 3,000	\$ 2,500	\$ 2,575	\$ 2,652	\$ 2,732	\$ 2,814	\$ 2,898	\$ 2,985	\$ 3,075
Permits	\$ 2,700	\$ 2,300	\$ 2,369	\$ 2,440	\$ 2,513	\$ 2,589	\$ 2,666	\$ 2,746	\$ 2,829
Testing Services	\$ 7,900	\$ 7,600	\$ 7,828	\$ 8,063	\$ 8,305	\$ 8,554	\$ 8,810	\$ 9,075	\$ 9,347
Utilities	\$ 300	\$ 200	\$ 206	\$ 212	\$ 219	\$ 225	\$ 232	\$ 239	\$ 246
Electricity	\$ 36,000	\$ 36,500	\$ 37,595	\$ 38,723	\$ 39,885	\$ 41,081	\$ 42,314	\$ 43,583	\$ 44,890
Heating Fuel- Gas, Coal, Oil	\$ 3,500	\$ 1,500	\$ 1,545	\$ 1,591	\$ 1,639	\$ 1,688	\$ 1,739	\$ 1,791	\$ 1,845
Waste Removal	\$ 8,200	\$ 8,200	\$ 8,446	\$ 8,699	\$ 8,960	\$ 9,229	\$ 9,506	\$ 9,791	\$ 10,085
Lawn Care	\$ 1,200	\$ 1,200	\$ 1,236	\$ 1,273	\$ 1,311	\$ 1,351	\$ 1,391	\$ 1,433	\$ 1,476
Telephone	\$ 5,000	\$ 5,500	\$ 5,665	\$ 5,835	\$ 6,010	\$ 6,190	\$ 6,376	\$ 6,567	\$ 6,764
Postal Services	\$ 700	\$ 500	\$ 515	\$ 530	\$ 546	\$ 563	\$ 580	\$ 597	\$ 615
Insurance	\$ 6,300	\$ 6,000	\$ 6,180	\$ 6,365	\$ 6,556	\$ 6,753	\$ 6,956	\$ 7,164	\$ 7,379
Travel	\$ 100	\$ 100	\$ 103	\$ 106	\$ 109	\$ 113	\$ 116	\$ 119	\$ 123
Miscellaneous	\$ 173	\$ 219	\$ 226	\$ 232	\$ 239	\$ 246	\$ 254	\$ 261	\$ 269
Miscellaneous Road & Sidewalk Rep	\$ 500	\$ 500	\$ 515	\$ 530	\$ 546	\$ 563	\$ 580	\$ 597	\$ 615
Office Supplies	\$ 150	\$ 150	\$ 155	\$ 159	\$ 164	\$ 169	\$ 174	\$ 179	\$ 184
Vehicle and Equip. Fuel	\$ 2,500	\$ 5,000	\$ 5,150	\$ 5,305	\$ 5,464	\$ 5,628	\$ 5,796	\$ 5,970	\$ 6,149
Other Operating Supplies	\$ 12,000	\$ 23,000	\$ 30,000	\$ 30,900	\$ 31,827	\$ 32,782	\$ 33,765	\$ 34,778	\$ 35,822
Chemicals	\$ 55,000	\$ 52,500	\$ 54,075	\$ 55,697	\$ 57,368	\$ 59,089	\$ 60,862	\$ 62,688	\$ 64,568
Total Operational Expense	\$ 311,900	\$ 327,900	\$ 344,047	\$ 354,368	\$ 364,999	\$ 375,949	\$ 387,228	\$ 398,845	\$ 410,810
Debt Service per Year		\$ 216,334	\$ 216,402	\$ 216,664	\$ 225,033	\$ 217,209	\$ 217,494	\$ 271,786	\$ 222,305
Total Expenses		\$ 528,234	\$ 544,302	\$ 560,711	\$ 579,401	\$ 582,209	\$ 593,443	\$ 659,014	\$ 633,115

MEMORANDUM

TO: Board of Supervisors, David Ash
FROM: Conservation Easement Authority, Alison Teetor
DATE: February 7, 2014
SUBJECT: Application for DUR Purchase – Susan Bailey
Tax Map# 23-((A))-37A

The Clarke County Easement Authority has approved the following easement for DUR purchase. The Authority requests the Board of Supervisors to authorize the Chairman of the Board of Supervisors to execute deeds, easements, and other documents necessary to the transactions, subject to the property owners and lenders signing the Deed prior to the Chair. The applicant has accepted the Authority purchase offer is \$69,600 for retirement of 3 DURs. The Virginia Department of Agriculture and Consumer Services (VDACS) will provide ½ the funding (\$34,800) and the County share is (\$34,800).

Susan Bailey has applied to the easement authority for approval of a DUR Purchase. The property located on the west side of Springsbury Rd., 2.3 miles south of the Berryville at 2386 Springsbury Rd. The property consists of 58.68 acres has an existing house and 3 additional DURs.

The parcel is zoned AOC and is in use value taxation, in accord with the Commissioner of Revenue's requirements, therefore a donation may be considered if at least two of the following four guidelines are met:

Easement Purchase

If the parcel is currently in or eligible for use value taxation, in accord with the Commissioner of Revenue's requirements, then a purchase may be considered if at least two of the following four guidelines are met:

- 1) the parcel's Property Resource Score is at least 35;
- 2) at least one dwelling unit right is extinguished by the conservation easement;
- 3) the parcel is adjacent to a parcel already under permanent conservation easement;
- 4) the property has a minimum area of 40 acres.

The parcel meets all of the 4 criteria. The property resource score was 59.72, points were given for being adjacent to an existing easement (Hahn), a Lewis Run, a perennial stream runs through the property, and it has been owned by Ms. Bailey for more than 30 years. The property is over 40 acres, and the applicant wishes to retire all three of the remaining DURs.

March 12, 2014

David Ash
Clarke County Administrator
101 Chalmers Court, Suite
Berryville, VA 22611

To whom it may concern:

I am writing to you on behalf of Virginia Cooperative Extension and the Clarke County 4-H Program. 4-H is the youth development education program of Virginia Cooperative Extension, which provides educational learning experiences for youth and encourages them to participate in a variety of activities that emphasize 4-H's motto "learning by doing." Clarke County 4-H encourages youth in the community to participate in various educational opportunities including 4-H camp, regional, state and national educational competitions, monthly 4-H club meetings, community service projects and numerous special interest workshops, livestock clinics and educational programs.

Clarke County 4-H members are constantly participating in educational opportunities; however, transportation is often challenging when traveling to and from these events. Examples of these events are 4-H State Capitol Day, 4-H State Congress, livestock judging events, shooting sports competitions and many more. Therefore, I am requesting that the 1997 Dodge Ram, 15-passenger van, be transferred from the Clarke County Parks and Recreation Department to Virginia Cooperative Extension, Clarke County Office.

I would like to thank you for considering this donation request and for your generous support of the Clarke County 4-H Program. If you have any questions, please feel free to contact me at the address given above or at kailamh@vt.edu.

Sincerely,



Kaila Anglin
Extension Agent, 4-H Youth Development
Clarke County

Invent the Future

VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY

Extension is a joint program of Virginia Tech, Virginia State University, the U.S. Department of Agriculture, and state and local governments.

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CLARKE COUNTY
MARCH 2014 VENDOR PAYMENTS
Executed By: gilleya

PAGE: 1
TIME: 10:50:09
DATE: 04/01/2014

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
=====						
Fiscal Year: 2014						
EXPENDITURES						
DEFINITION TYPE 0						
100-000-11010-3600 ADVERTISING						
VENDOR: WINCHESTER STAR						
4	MARCH	1651188	HEARING	5596	03/14/2014 \$	559.85
100-000-11010-5210 POSTAL SERVICES						
VENDOR: PURCHASE POWER						
1	MARCH	35438654	POSTAGE REFILL	79400	03/14/2014 \$	12.88
100-000-11010-5230 TELECOMMUNICATIONS						
VENDOR: TREASURER OF VIRGINIA						
5	MARCH	T269930	JANUARY 2014	5542	03/14/2014 \$	2.17
100-000-11010-6001 OFFICE SUPPLIES						
VENDOR: UNIVERSITY OF VIRGINIA						
1	MARCH	17527	2013 TAX RATES	79502	03/31/2014 \$	59.00
1	MARCH	18945	FOIA 2012 LOCAL GOVERNMENT	79417	03/14/2014 \$	144.00
Total for 100-000-11010-6001						\$ 203.00
100-000-12110-3320 MAINTENANCE SERVICE CONTRACT						
VENDOR: TML COPIERS & DIGITAL SOLUTIONS						
1	MARCH	158649	11/12/13 - 02/12/14	5590	03/14/2014 \$	90.13
2	MARCH	159076	11/24 - 02/24	5590	03/14/2014 \$	76.19
Total for 100-000-12110-3320						\$ 166.32
100-000-12110-5230 TELECOMMUNICATIONS						
VENDOR: AT&T MOBILITY						
1	MARCH	X03012014	GOVT ADMIN	79360	03/14/2014 \$	47.30
VENDOR: TREASURER OF VIRGINIA						
11	MARCH	T269930	JANUARY 2014	5542	03/14/2014 \$	5.41
VENDOR: VERIZON						
65	MARCH	00002726889534Y	PHONE BILL FEB 26 - MAR 25	79421	03/14/2014 \$	9.06
Total for 100-000-12110-5230						\$ 61.77
100-000-12110-6008 VEHICLE AND EQUIPMENT FUEL						
VENDOR: MANSFIELD OIL COMPANY						
3	MARCH	SQLCD/00074322	FUEL PURCHASES 02/16-02/28	5562	03/14/2014 \$	45.86
3	MARCH	SQLCD/00075378	FUEL PURCHASES 03/01 - 03/	5640	03/31/2014 \$	39.68
Total for 100-000-12110-6008						\$ 85.54
100-000-12210-3100 PROFESSIONAL SERVICES						
VENDOR: HALL, MONAHAN, ENGLE, MAHAN & MITCHELL						
3	MARCH	03052014	LEGAL SERVICES FEBRUARY 20	5550	03/14/2014 \$	4,135.00
100-000-12310-3100 PROFESSIONAL SERVICES						
VENDOR: CINTAS CORP.						
1	MARCH	8400542452	SERVICES	5609	03/31/2014 \$	22.05
1	MARCH	8400596872	SERVICES	5609	03/31/2014 \$	22.05
1	MARCH	8400647623	SERVICES	5609	03/31/2014 \$	22.05
Total for 100-000-12310-3100						\$ 66.15

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100-000-12310-4100 DATA PROCESSING						
VENDOR:	NADA USED CAR GUIDE					
1	MARCH	000440031	SERVICE BUREAU W/M&A	79474	03/31/2014 \$	1,727.06
100-000-12310-5210 POSTAL SERVICES						
VENDOR:	PURCHASE POWER					
2	MARCH	35438654	POSTAGE REFILL	79400	03/14/2014 \$	977.93
100-000-12310-5230 TELECOMMUNICATIONS						
VENDOR:	TREASURER OF VIRGINIA					
3	MARCH	T269930	JANUARY 2014	5542	03/14/2014 \$	5.73
VENDOR:	VERIZON					
66	MARCH	00002726889534Y	PHONE BILL FEB 26 - MAR 25	79421	03/14/2014 \$	6.04
Total for 100-000-12310-5230						\$ 11.77
100-000-12310-5540 TRAVEL CONVENTION & EDUCATION						
VENDOR:	COMMISSIONERS OF REVENUE ASSOC OF VA					
1	MARCH	REGISTRATION	REGISTRATION D. PEAKE JANU	79450	03/31/2014 \$	65.00
2	MARCH	REGISTRATION	REGISTRATION D. PEAKE APRI	79450	03/31/2014 \$	40.00
VENDOR:	V. A. L. E. C. O.					
1	MARCH	LUNCHEON JAN27	LUNCHEON D. PEAKE JAN 27	79503	03/31/2014 \$	35.00
Total for 100-000-12310-5540						\$ 140.00
100-000-12410-3100 PROFESSIONAL SERVICES						
VENDOR:	CINTAS CORP.					
1	MARCH	8400819526	PURCHASED SERVICES	5536	03/14/2014 \$	22.05
100-000-12410-3190 DMV STOP FEES						
VENDOR:	DMV					
1	MARCH	14059381	STOP FEES	79376	03/14/2014 \$	80.00
100-000-12410-5210 POSTAL SERVICES						
VENDOR:	PURCHASE POWER					
3	MARCH	35438654	POSTAGE REFILL	79400	03/14/2014 \$	1,359.76
100-000-12410-5230 TELECOMMUNICATIONS						
VENDOR:	TREASURER OF VIRGINIA					
25	MARCH	T269930	JANUARY 2014	5542	03/14/2014 \$	3.60
VENDOR:	VERIZON					
67	MARCH	00002726889534Y	PHONE BILL FEB 26 - MAR 25	79421	03/14/2014 \$	3.02
Total for 100-000-12410-5230						\$ 6.62
100-000-12510-3100 PROFESSIONAL SERVICES						
VENDOR:	MATSCH SYSTEMS					
1	MARCH	2010	FEBRUARY 2014	5641	03/31/2014 \$	200.00
100-000-12510-3320 MAINTENANCE SERVICE CONTRACT						
VENDOR:	AVAYA, INC.					
1	MARCH	2732996678	02/20 - 03/19	5527	03/14/2014 \$	1,249.22
VENDOR:	TML COPIERS & DIGITAL SOLUTIONS					
4	MARCH	159076	11/24 - 02/24	5590	03/14/2014 \$	1.30
Total for 100-000-12510-3320						\$ 1,250.52

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100-000-12510-5230	TELECOMMUNICATIONS					
VENDOR: AT&T MOBILITY						
8	MARCH	X03012014	GOVT IT	79360	03/14/2014 \$	114.60
VENDOR: COMCAST						
1	MARCH	28926976	THROUGH MARCH 14	79449	03/31/2014 \$	850.00
VENDOR: TREASURER OF VIRGINIA						
16	MARCH	T269930	JANUARY 2014	5542	03/14/2014 \$	799.03
VENDOR: GORDON D RUSSELL						
1	MARCH	RUSSELL03182014	MILEAGE	5658	03/31/2014 \$	54.58
VENDOR: VERIZON						
68	MARCH	00002726889534Y	PHONE BILL FEB 26 - MAR 25	79421	03/14/2014 \$	177.71
3	MARCH	9950007176	FEB 25 - MAR 24	79422	03/14/2014 \$	219.99
Total for 100-000-12510-5230						\$ 2,215.91
100-000-12510-5410	LEASE OF EQUIPMENT					
VENDOR: PITNEY BOWES GLOBAL FINANCIAL SERVICES						
1	MARCH	6975171-MR17	LEASING CHARGES	79480	03/31/2014 \$	516.00
100-000-12510-6001	OFFICE SUPPLIES					
VENDOR: BB&T FINANCIAL, FSB						
1	MARCH	3396-03/09/2014	FULL COMPASS WEB	79437	03/31/2014 \$	72.50
100-000-12510-8207	EDP EQUIPMENT ADDITIONS					
VENDOR: DALY COMPUTERS, INC.						
1	MARCH	PSI0970989	LASERJET 400 COLOR	5614	03/31/2014 \$	522.00
100-000-13100-3000	PURCHASED SERVICES					
VENDOR: ELECTION SYSTEMS & SOFTWARE, INC.						
1	MARCH	877678	BALLOT TYPES/FACES/THUMB D	79458	03/31/2014 \$	697.23
100-000-13100-3500	PRINTING AND BINDING					
VENDOR: COMMERCIAL PRESS						
1	MARCH	110674	ENVELOPES	5537	03/14/2014 \$	100.30
100-000-13100-5210	POSTAL SERVICES					
VENDOR: POSTMASTER						
1	MARCH	STAMPS	STAMPS 200	79397	03/14/2014 \$	98.00
VENDOR: PURCHASE POWER						
5	MARCH	35438654	POSTAGE REFILL	79400	03/14/2014 \$	98.13
Total for 100-000-13100-5210						\$ 196.13
100-000-13200-3320	MAINTENANCE & SERVICE CONTRACT					
VENDOR: TML COPIERS & DIGITAL SOLUTIONS						
5	MARCH	159076	11/24 - 02/24	5590	03/14/2014 \$	19.00
100-000-13200-5230	TELECOMMUNICATIONS					
VENDOR: AT&T MOBILITY						
10	MARCH	X03012014	REGISTRAR	79360	03/14/2014 \$	47.30
VENDOR: TREASURER OF VIRGINIA						
22	MARCH	T269930	JANUARY 2014	5542	03/14/2014 \$	1.40
VENDOR: VERIZON						
69	MARCH	00002726889534Y	PHONE BILL FEB 26 - MAR 25	79421	03/14/2014 \$	3.02

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Total for 100-000-13200-5230						\$ 51.72
100-000-21200-5230			TELECOMMUNICATIONS			
VENDOR: 15	TREASURER OF VIRGINIA MARCH	T269930	JANUARY 2014	5542	03/14/2014	\$ 114.53
VENDOR: 70	VERIZON MARCH	00002726889534Y	PHONE BILL FEB 26 - MAR 25	79421	03/14/2014	\$ 40.21
Total for 100-000-21200-5230						\$ 154.74
100-000-21300-5230			TELECOMMUNICATIONS			
VENDOR: 1	COUNTY OF FREDERICK, VIRGINIA MARCH	ACCT 9 03/18	TELECOMMUNICATIONS	5613	03/31/2014	\$ 12.08
VENDOR: 2	MARCH	ACCT 9 03/18	TELECOMMUNICATIONS	5613	03/31/2014	\$ 13.05
Total for 100-000-21300-5230						\$ 25.13
100-000-21500-5210			POSTAL SERVICES			
VENDOR: 1	PITNEY BOWES GLOBAL FINANCIAL SERVICES MARCH	8317266-MR14	LEASING	79480	03/31/2014	\$ 93.00
100-000-21500-5230			TELECOMMUNICATIONS			
VENDOR: 17	TREASURER OF VIRGINIA MARCH	T269930	JANUARY 2014	5542	03/14/2014	\$ 5.74
VENDOR: 71	VERIZON MARCH	00002726889534Y	PHONE BILL FEB 26 - MAR 25	79421	03/14/2014	\$ 42.37
Total for 100-000-21500-5230						\$ 48.11
100-000-21600-3510			MICROFILMING			
VENDOR: 1	LOGAN SYSTEMS, INC MARCH	45274	COMPUTER INDEXING	5638	03/31/2014	\$ 339.58
100-000-21600-5210			POSTAL SERVICES			
VENDOR: 6	PURCHASE POWER MARCH	35438654	POSTAGE REFILL	79400	03/14/2014	\$ 177.46
100-000-21600-5230			TELECOMMUNICATIONS			
VENDOR: 9	TREASURER OF VIRGINIA MARCH	T269930	JANUARY 2014	5542	03/14/2014	\$ 6.39
VENDOR: 72	VERIZON MARCH	00002726889534Y	PHONE BILL FEB 26 - MAR 25	79421	03/14/2014	\$ 69.44
Total for 100-000-21600-5230						\$ 75.83
100-000-21600-6001			OFFICE SUPPLIES			
VENDOR: 1	C.W. WARTHEN COMPANY MARCH	51281	CIVIL CASEBINDERS	79442	03/31/2014	\$ 248.54
VENDOR: 1	COMMERCIAL PRESS MARCH	110945	ENVELOPES	5612	03/31/2014	\$ 114.88
Total for 100-000-21600-6001						\$ 363.42
100-000-21900-5230			TELECOMMUNICATIONS			
VENDOR: 26	TREASURER OF VIRGINIA MARCH	T269930	JANUARY 2014	5542	03/14/2014	\$ 8.69

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VENDOR: VERIZON						
73	MARCH	00002726889534Y	PHONE BILL FEB 26 - MAR 25	79421	03/14/2014	\$ 3.02
Total for 100-000-21900-5230						\$ 11.71
100-000-22100-5210 POSTAL SERVICES						
VENDOR: POSTMASTER						
2	MARCH	STAMPS	STAMPS	79481	03/31/2014	\$ 190.00
VENDOR: RHODES, CLESTA						
1	MARCH	RHODES02252014	POSTAGE	5571	03/14/2014	\$ 66.65
Total for 100-000-22100-5210						\$ 256.65
100-000-22100-5230 TELECOMMUNICATIONS						
VENDOR: TREASURER OF VIRGINIA						
10	MARCH	T269930	JANUARY 2014	5542	03/14/2014	\$ 10.34
VENDOR: VERIZON						
74	MARCH	00002726889534Y	PHONE BILL FEB 26 - MAR 25	79421	03/14/2014	\$ 9.06
Total for 100-000-22100-5230						\$ 19.40
100-000-22100-6001 OFFICE SUPPLIES						
VENDOR: COMMERCIAL PRESS						
1	MARCH	110673	ENVELOPES	5537	03/14/2014	\$ 52.40
100-000-31200-3310 REPAIR & MAINTENANCE						
VENDOR: BERRYVILLE AUTO PARTS INC						
2	MARCH	5370-80733	LABOR	5528	03/14/2014	\$ 40.00
2	MARCH	5370-80892	LABOR	5528	03/14/2014	\$ 35.00
2	MARCH	5370-81105	LABOR	5601	03/31/2014	\$ 58.00
2	MARCH	5370-81167	LABOR	5601	03/31/2014	\$ 115.00
2	MARCH	5370-81459	LABOR	5601	03/31/2014	\$ 290.00
2	MARCH	5370-81460	LABOR	5601	03/31/2014	\$ 195.00
2	MARCH	5370-81461	LABOR	5601	03/31/2014	\$ 35.00
2	MARCH	5370-81579	LABOR	5601	03/31/2014	\$ 60.00
2	MARCH	5370-81580	LABOR	5601	03/31/2014	\$ 120.00
VENDOR: BROY'S CAR WASH						
1	MARCH	02282014	CAR WASHES	5533	03/14/2014	\$ 81.50
VENDOR: SHERIFF, PETTY CASH						
1	MARCH	PETTYCASH031414	CAR WASH	79493	03/31/2014	\$ 12.00
VENDOR: TELTRONIC						
1	MARCH	539611	CHECKED WIRING IN VEHICLE	5588	03/14/2014	\$ 86.25
Total for 100-000-31200-3310						\$ 1,127.75
100-000-31200-5210 POSTAL SERVICES						
VENDOR: BB&T FINANCIAL, FSB						
1	MARCH	6558-03/09/2014	USPS BERRYVILLE VA	79437	03/31/2014	\$ 20.06
2	MARCH	6558-03/09/2014	USPS BERRYVILLE VA	79437	03/31/2014	\$ 9.94
3	MARCH	6558-03/09/2014	USPS BERRYVILLE VA	79437	03/31/2014	\$ 7.40
1	MARCH	6632-03/09/2014	USPS BERRYVILLE VA	79437	03/31/2014	\$ 10.12
VENDOR: PITNEY BOWES INC						
1	MARCH	798383		79396	03/14/2014	\$ 89.33
Total for 100-000-31200-5210						\$ 136.85
100-000-31200-5230 TELECOMMUNICATIONS						
VENDOR: AT&T MOBILITY						
6	MARCH	X03012014	SHERIFF'S DEPT	79360	03/14/2014	\$ 1,204.87

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VENDOR: TREASURER OF VIRGINIA						
23	MARCH	T269930	JANUARY 2014	5542	03/14/2014 \$	17.69
VENDOR: VERIZON						
75	MARCH	00002726889534Y	PHONE BILL FEB 26 - MAR.25	79421	03/14/2014 \$	123.15
Total for 100-000-31200-5230						\$ 1,345.71

100-000-31200-5530	TRAVEL SUBSISTANCE & LODGING					
VENDOR: BB&T FINANCIAL, FSB						
1	MARCH	6608-03/09/2014	PAPA JOHNS NJ	79437	03/31/2014 \$	38.18
2	MARCH	6608-03/09/2014	LONGHORN NJ	79437	03/31/2014 \$	21.81
3	MARCH	6608-03/09/2014	BALLY'S AC HOTEL ATLANTIC C	79437	03/31/2014 \$	200.12
4	MARCH	6608-03/09/2014	NANKING ASIAN FUSION ATLAN	79437	03/31/2014 \$	19.26
1	MARCH	6640-03/09/2014	CAPTAIN GEORGES	79437	03/31/2014 \$	81.92
2	MARCH	6640-03/09/2014	CALZ PIZZA VA BEACH	79437	03/31/2014 \$	9.34
3	MARCH	6640-03/09/2014	CALZ PIZZA VA BEACH	79437	03/31/2014 \$	16.69
4	MARCH	6640-03/09/2014	DOUBLETREE HOTEL VA	79437	03/31/2014 \$	182.12
5	MARCH	6640-03/09/2014	JOES CRAB SHAK NORFOLK VA	79437	03/31/2014 \$	69.81
VENDOR: SHERIFF, PETTY CASH						
2	MARCH	PETTYCASH031414	STREET SURVIVIAL SEMINAR A	79493	03/31/2014 \$	65.30
Total for 100-000-31200-5530						\$ 704.55

100-000-31200-5800	MISCELLANEOUS CHARGES					
VENDOR: SHERIFF, PETTY CASH						
3	MARCH	PETTYCASH031414	TOLLS, PARKING TIPS	79493	03/31/2014 \$	29.85
100-000-31200-5810	DUES,SUBSCRIPTIONS & MEMBERSHIPS					
VENDOR: SHERIFF, PETTY CASH						
4	MARCH	PETTYCASH031414	DUES AND MEMBERSHIPS	79493	03/31/2014 \$	35.00
100-000-31200-6001	OFFICE SUPPLIES					
VENDOR: BB&T FINANCIAL, FSB						
1	MARCH	2074-03/09/2014	BERRYVILLE TRUE VALUE	79437	03/31/2014 \$	17.89
1	MARCH	6665-03/09/2014	FRANKLINCOVEY PRODUCTS	79437	03/31/2014 \$	50.43
2	MARCH	6665-03/09/2014	DELL SALES	79437	03/31/2014 \$	236.90
VENDOR: BERRYVILLE AUTO PARTS INC						
1	MARCH	10066899	BATTERIES	5601	03/31/2014 \$	33.98
VENDOR: DEHAVEN BERKELEY SPRINGS WATER CORP.						
1	MARCH	600249	MARCH RENTAL	79453	03/31/2014 \$	9.00
1	MARCH	600252	FEBRARY RENTAL	79373	03/14/2014 \$	9.00
1	MARCH	RT03-001434	WATER	79373	03/14/2014 \$	18.90
VENDOR: PRINTECH, INC.						
1	MARCH	29422	VA. UNIFORM TRAFFIC SUMMON	79483	03/31/2014 \$	743.86
VENDOR: SHERIFF, PETTY CASH						
5	MARCH	PETTYCASH031414	HARDWARE TO HANG SIGNS	79493	03/31/2014 \$	2.76
Total for 100-000-31200-6001						\$ 1,122.72

100-000-31200-6007	REPAIR AND MAINTENANCE SUPPLIES					
VENDOR: BERRYVILLE AUTO PARTS INC						
1	MARCH	5370-80733	FUSE	5528	03/14/2014 \$	1.09
1	MARCH	5370-80892	FILTER/OIL/WASHER FLUID	5528	03/14/2014 \$	20.62
1	MARCH	5370-81080	DBL SIDED RUBBER	5528	03/14/2014 \$	7.44
1	MARCH	5370-81105	AIR BAG JEWEL SENSOR	5601	03/31/2014 \$	16.30
1	MARCH	5370-81167	OIL/FILTER/AIR FILTER/BRAK	5601	03/31/2014 \$	260.96
1	MARCH	5370-81459	FILTER/OIL/BRAKE ROTOR/PAD	5601	03/31/2014 \$	549.63
1	MARCH	5370-81460	BRAKE ROTOR/PAD SET/SPLICE	5601	03/31/2014 \$	256.16
1	MARCH	5370-81461	OIL/FILTER	5601	03/31/2014 \$	22.30

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1	MARCH	5370-81508	WIPER BLADE	5601	03/31/2014 \$	17.98
1	MARCH	5370-81579	OIL/FILTER/AIR FILTER	5601	03/31/2014 \$	28.31
1	MARCH	5370-81580	FILTER/OIL/ANTIFREEZE/ATF	5601	03/31/2014 \$	87.20
VENDOR: TIRE WORLD						
1	MARCH	594822	TIRES	79499	03/31/2014 \$	516.40
Total for 100-000-31200-6007						\$ 1,784.39
100-000-31200-6008 VEHICLE AND EQUIPMENT FUEL						
VENDOR: MANSFIELD OIL COMPANY						
1	MARCH	SQLCD/00074360	FUEL PURCHASES 02/16-02/28	5562	03/14/2014 \$	2,119.92
1	MARCH	SQLCD/00075418	FUEL PURCHASES 03/01 - 03/	5640	03/31/2014 \$	2,855.65
Total for 100-000-31200-6008						\$ 4,975.57
100-000-31200-6010 POLICE SUPPLIES						
VENDOR: CHIEF SUPPLY CORP						
1	MARCH	405437	QUICKCLOT/PRO RESPONSE/TOUR	79366	03/14/2014 \$	216.48
1	MARCH	408798	TOURNOQUET	79443	03/31/2014 \$	25.75
Total for 100-000-31200-6010						\$ 242.23
100-000-31200-6011 UNIFORM AND WEARING APPAREL						
VENDOR: BB&T FINANCIAL, FSB						
2	MARCH	2074-03/09/2014	WALMART	79437	03/31/2014 \$	17.28
VENDOR: BEST UNIFORMS, INC.						
1	MARCH	321898	SHIRT/HASHMARK	5530	03/14/2014 \$	55.99
1	MARCH	329587	PANTS	5530	03/14/2014 \$	52.65
VENDOR: CHIEF SUPPLY CORP						
1	MARCH	411834	DUTY BELT NYLON LAREC CENT	79443	03/31/2014 \$	40.68
VENDOR: SHERIFF, PETTY CASH						
6	MARCH	PETTYCASH031414	SEW PATCHES ON	79493	03/31/2014 \$	33.10
Total for 100-000-31200-6011						\$ 199.70
100-000-32100-5230 TELECOMMUNICATIONS						
VENDOR: TREASURER OF VIRGINIA						
12	MARCH	T269930	JANUARY 2014	5542	03/14/2014 \$	4.46
VENDOR: VERIZON						
76	MARCH	00002726889534Y	PHONE BILL FEB 26 - MAR 25	79421	03/14/2014 \$	42.93
Total for 100-000-32100-5230						\$ 47.39
100-000-32100-6008 VEHICLE AND EQUIPMENT FUEL						
VENDOR: MANSFIELD OIL COMPANY						
5	MARCH	SQLCD/00074322	FUEL PURCHASES 02/16-02/28	5562	03/14/2014 \$	29.80
5	MARCH	SQLCD/00075378	FUEL PURCHASES 03/01 - 03/	5640	03/31/2014 \$	70.04
Total for 100-000-32100-6008						\$ 99.84
100-000-32100-6011 UNIFORM AND WEARING APPAREL						
VENDOR: GALL'S, AN ARAMARK COMPANY						
2	MARCH	001592854	TACTICAL RIGGERS BELT	79381	03/14/2014 \$	23.20
2	MARCH	001597997	TACTICAL RIGGERS BELT	79381	03/14/2014 \$	23.20
Total for 100-000-32100-6011						\$ 46.40
100-000-33100-7000 JOINT OPERATIONS						
VENDOR: NRADC						

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1	MARCH	FY13-14 4TH QTR	FY13-14 FOURTH QUARTER	5648	03/31/2014 \$	135,719.75
100-000-33300-5230 TELECOMMUNICATIONS						
VENDOR: TREASURER OF VIRGINIA						
21	MARCH	T269930	JANUARY 2014	5542	03/14/2014 \$	4.86
VENDOR: VERIZON						
77	MARCH	00002726889534Y	PHONE BILL FEB 26 -- MAR 25	79421	03/14/2014 \$	3.02
Total for 100-000-33300-5230						\$ 7.88
100-000-34100-5210 POSTAL SERVICES						
VENDOR: PURCHASE POWER						
12	MARCH	35438654	POSTAGE REFILL	79400	03/14/2014 \$	16.10
100-000-34100-5230 TELECOMMUNICATIONS						
VENDOR: AT&T MOBILITY						
4	MARCH	X03012014	BUILDING DEPT	79360	03/14/2014 \$	12.60
VENDOR: TREASURER OF VIRGINIA						
6	MARCH	T269930	JANUARY 2014	5542	03/14/2014 \$	5.37
VENDOR: VERIZON						
78	MARCH	00002726889534Y	PHONE BILL FEB 26 -- MAR 25	79421	03/14/2014 \$	6.04
Total for 100-000-34100-5230						\$ 24.01
100-000-34100-5810 DUES,SUBSCRIPTIONS & MEMBERSHIPS						
VENDOR: IAETI						
1	MARCH	6061289	G POPE MEMBERSHIP	79463	03/31/2014 \$	204.00
100-000-34100-6008 VEHICLE AND EQUIPMENT FUEL						
VENDOR: MANSFIELD OIL COMPANY						
2	MARCH	SQLCD/00074322	FUEL PURCHASES 02/16-02/28	5562	03/14/2014 \$	49.67
2	MARCH	SQLCD/00075378	FUEL PURCHASES 03/01 - 03/	5640	03/31/2014 \$	46.01
Total for 100-000-34100-6008						\$ 95.68
100-000-35100-3100 PROFESSIONAL SERVICES						
VENDOR: HILLSIDE VETERINARY HOSPITAL						
1	MARCH	337137	RABIES VACCINE	5553	03/14/2014 \$	12.82
VENDOR: ROSEVILLE VET HOSP/PLAZA PET CLINIC						
1	MARCH	110684	PROFESSIONAL SERVICES	79404	03/14/2014 \$	44.95
1	MARCH	110685	PROFESSIONAL SERVICES	79404	03/14/2014 \$	16.25
1	MARCH	111143	RABIES VACCINE	79489	03/31/2014 \$	32.50
1	MARCH	111202	PROFESSIONAL SERVICES	79489	03/31/2014 \$	16.25
1	MARCH	11186	PROFESSIONAL SERVICES	79489	03/31/2014 \$	124.62
Total for 100-000-35100-3100						\$ 247.39
100-000-35100-5230 TELECOMMUNICATIONS						
VENDOR: AT&T MOBILITY						
2	MARCH	X03012014	ANIMAL CONTROL	79360	03/14/2014 \$	12.60
VENDOR: TREASURER OF VIRGINIA						
2	MARCH	T269930	JANUARY 2014	5542	03/14/2014 \$	4.70
VENDOR: VERIZON						
79	MARCH	00002726889534Y	PHONE BILL FEB 26 - MAR 25	79421	03/14/2014 \$	31.05
Total for 100-000-35100-5230						\$ 48.35
100-000-35100-6004 MEDICAL AND LABORATORY SUPPLIES						

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VENDOR: DIRECT PET SUPERSTORE						
1	MARCH	9121375-1	SUPPLIES	79375	03/14/2014 \$	264.76
100-000-35100-6008			VEHICLE AND EQUIPMENT FUEL			
VENDOR: MANSFIELD OIL COMPANY						
1	MARCH	SQLCD/00074322	FUEL PURCHASES 02/16-02/28	5562	03/14/2014 \$	70.70
1	MARCH	SQLCD/00075378	FUEL PURCHASES 03/01 - 03/	5640	03/31/2014 \$	58.84
			Total for 100-000-35100-6008		\$	129.54
100-000-35600-3000			PURCHASED SERVICES			
VENDOR: LANGUAGE LINE SERVICES, INC.						
3	MARCH	3336023	INTERPRETATION	79468	03/31/2014 \$	11.06
100-000-35600-5230			TELECOMMUNICATIONS			
VENDOR: AT&T MOBILITY						
1	MARCH	0231044469	LONG DISTANCE CHARGES	79361	03/14/2014 \$	10.71
5	MARCH	X03012014	E-911 DEPT	79360	03/14/2014 \$	94.60
VENDOR: COMCAST						
3	MARCH	01626754926026	HI SPEED INTERNET 03/01 -0	79369	03/14/2014 \$	86.36
VENDOR: TREASURER OF VIRGINIA						
1	MARCH	T269930	JANUARY 2014	5542	03/14/2014 \$	395.96
VENDOR: LANGUAGE LINE SERVICES, INC.						
1	MARCH	3336023	INTERPRETATION	79468	03/31/2014 \$	11.06
2	MARCH	3336023	INTERPRETATION	79468	03/31/2014 \$	11.06-
VENDOR: VERIZON						
3	MARCH	00001224519338Y	MARCH 1 - 31	79421	03/14/2014 \$	1,296.67
80	MARCH	00002726889534Y	PHONE BILL FEB 26 - MAR 25	79421	03/14/2014 \$	99.96
3	MARCH	00081080039332Y	03/01 - 03/31	79505	03/31/2014 \$	36.24
			Total for 100-000-35600-5230		\$	2,020.50
100-000-35600-5420			RENTAL OF BUILDINGS/TOWERS			
VENDOR: SHEN. VALLEY TELEVISION TOWER						
1	MARCH	LEASE APRIL2014	LEASE FOR APRIL	5580	03/14/2014 \$	2,070.00
100-000-35600-5540			TRAVEL CONVENTION & EDUCATION			
VENDOR: BB&T FINANCIAL, PSB						
6	MARCH	6640-03/09/2014	2014 CONFERENCE REGISTRATI	79437	03/31/2014 \$	240.00
VENDOR: LORD FAIRFAX EMS COUNCIL, INC.						
1	MARCH	6911	FIST AID CLASS	79387	03/14/2014 \$	43.00
			Total for 100-000-35600-5540		\$	283.00
100-000-35600-6011			UNIFORM AND WEARING APPAREL			
VENDOR: SIGNET SCREEN PRINTING						
1	MARCH	E88781	SHIRT	79409	03/14/2014 \$	71.60
100-000-42400-3840			PURCHASED SERVICES			
VENDOR: COUNTY OF FREDERICK, VIRGINIA						
1	MARCH	2105-0003	REFUSE DISPOSAL UIDE	5539	03/14/2014 \$	225.00
3	MARCH	ACCT 9 03/18	REFUSE PURCHASED SERVICES	5613	03/31/2014 \$	2,658.13
4	MARCH	ACCT 9 03/18	REFUSE PURCHASED SERVICES	5613	03/31/2014 \$	1,501.72
			Total for 100-000-42400-3840		\$	4,384.85
100-000-42600-3000			PURCHASED SERVICES			

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VENDOR: ALLIED WASTE SERVICES #976						
1	MARCH	0976-000332515	RENTAL 03/01 - 03/31	5597	03/31/2014 \$	310.00
100-000-42700-3840 PURCHASED SERVICES						
VENDOR: FREDERICK-WINCHESTER SERVICE AUTHORITY						
1	MARCH	158	FEB 2014	5621	03/31/2014 \$	2,264.64
100-000-43200-3310 REPAIR & MAINTENANCE						
VENDOR: BROY & SON PUMP SERVICE, INC.						
1	MARCH	20053	02/10 PLOWED AND CLEARED	5604	03/31/2014 \$	1,000.00
1	MARCH	20055	SNOW PLOWING FEB 13	5532	03/14/2014 \$	1,580.00
VENDOR: RIDDLEBERGER BROS INC						
1	MARCH	82034	SERVICE CALL JOSEPHINE MUS	5573	03/14/2014 \$	739.16
Total for 100-000-43200-3310						\$ 3,319.16
100-000-43200-3320 MAINTENANCE SERVICE CONTRACT						
VENDOR: ALLIED WASTE SERVICES #976						
1	MARCH	0976-000331249	BASIC SERVICE	5524	03/14/2014 \$	910.68
VENDOR: SERVICE MASTER JANITORIAL SERVICES, INC.						
1	MARCH	1567	CLEANING SERVICES	5661	03/31/2014 \$	3,062.90
Total for 100-000-43200-3320						\$ 3,973.58
100-000-43200-3600 ADVERTISING						
VENDOR: WINCHESTER STAR						
5	MARCH	1679471	RFP ADVERTISING	5596	03/14/2014 \$	143.00
100-000-43200-5130 WATER & SEWER SERVICES						
VENDOR: DEHAVEN BERKELEY SPRINGS WATER CORP.						
1	MARCH	600259	COOLER RENTAL FEBRUARY	79373	03/14/2014 \$	11.00
1	MARCH	600356	WATER MARCH	79453	03/31/2014 \$	11.00
Total for 100-000-43200-5130						\$ 22.00
100-000-43200-5230 TELECOMMUNICATIONS						
VENDOR: AT&T MOBILITY						
3	MARCH	X03012014	GOVT MAINT	79360	03/14/2014 \$	132.40
VENDOR: TREASURER OF VIRGINIA						
4	MARCH	T269930	JANUARY 2014	5542	03/14/2014 \$	1.74
18	MARCH	T269930	JANUARY 2014	5542	03/14/2014 \$	4.84
VENDOR: VERIZON						
81	MARCH	00002726889534Y	PHONE BILL FEB 26 - MAR 25	79421	03/14/2014 \$	31.05
Total for 100-000-43200-5230						\$ 170.03
100-000-43200-5540 TRAVEL CONVENTION & EDUCATION						
VENDOR: ROBERT M LEVI						
1	MARCH	LEVI03242014	MILEAGE	5637	03/31/2014 \$	316.34
100-000-43200-6005 LAUNDRY, HOUSEKEEPING, & JANITORIAL						
VENDOR: GENERAL SALES OF VIRGINIA						
1	MARCH	214002703	BAGS/DIGESTER/TP	5622	03/31/2014 \$	443.08
1	MARCH	214002998	SOAP/GLOVES/TOWELS/TP/BOUN	5622	03/31/2014 \$	428.58
1	MARCH	214003354	TOWELS	5622	03/31/2014 \$	131.60
1	MARCH	214003367	BOUNCE SHEETS	5622	03/31/2014 \$	59.90
Total for 100-000-43200-6005						\$ 1,063.16

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100-000-43200-6007	REPAIR AND MAINTENANCE SUPPLIES					
VENDOR: BB&T FINANCIAL, FSB						
4	MARCH	0872-03/09/2014	POWER TOOLS	79437	03/31/2014 \$	331.68
VENDOR: MCCORMICK PAINT WORKS CO						
1	MARCH	230119893	PRIMER/SEALER	79389	03/14/2014 \$	297.48
1	MARCH	230119894	TITAN LINE STRIPER TIP	79389	03/14/2014 \$	228.90
VENDOR: SHANNON-BAUM SIGNS INC						
1	MARCH	0193629-IN	STREET SIGN	5579	03/14/2014 \$	48.00
Total for 100-000-43200-6007						\$ 906.06
100-000-43200-6008	VEHICLE AND EQUIPMENT FUEL					
VENDOR: MANSFIELD OIL COMPANY						
4	MARCH	SQLCD/00074322	FUEL PURCHASES 02/16-02/28	5562	03/14/2014 \$	32.20
4	MARCH	SQLCD/00075378	FUEL PURCHASES 03/01 - 03/	5640	03/31/2014 \$	280.91
Total for 100-000-43200-6008						\$ 313.11
100-000-43200-6009	VEHICLE AND EQUIPMENT SUPPLIES					
VENDOR: BERRYVILLE AUTO PARTS INC						
1	MARCH	5370-81081	HYDFLUID	5528	03/14/2014 \$	11.99
1	MARCH	5370-81515	WIPER BLADE	5601	03/31/2014 \$	11.81
1	MARCH	5370-81571	WIPER BLADE	5601	03/31/2014 \$	9.08
Total for 100-000-43200-6009						\$ 32.88
100-000-43202-3100	PROFESSIONAL SERVICES					
VENDOR: HALL, MONAHAN, ENGLE, MAHAN & MITCHELL						
5	MARCH	03052014	LEGAL SERVICES FEB 2014	5625	03/31/2014 \$	490.63
100-000-43202-3310	REPAIR & MAINTENANCE					
VENDOR: ARC WATER TREATMENT OF MARYLAND, INC.						
5	MARCH	610	MARCH SERVICE	5598	03/31/2014 \$	68.97
VENDOR: NATIONAL ELEVATOR INSPECTION SERV., INC.						
1	MARCH	0142653	ANNUAL INSPECTION	5565	03/14/2014 \$	90.28
VENDOR: RIDDLEBERGER BROS INC						
1	MARCH	82085	YORK CHILLER CIRCUIT 2 OUT	5573	03/14/2014 \$	148.92
Total for 100-000-43202-3310						\$ 308.17
100-000-43202-3320	MAINTENANCE SERVICE CONTRACTS					
VENDOR: FIDELITY ENGINEERING CORPORATION						
1	MARCH	603331	GENERATOR SERVICE	5618	03/31/2014 \$	188.10
1	MARCH	603332	GENERATOR SERVICE	5618	03/31/2014 \$	188.10
1	MARCH	603333	GENERATOR SERVICE	5618	03/31/2014 \$	188.10
VENDOR: SERVICE MASTER JANITORIAL SERVICES, INC.						
2	MARCH	1567	CLEANING SERVICES	5661	03/31/2014 \$	2,029.15
Total for 100-000-43202-3320						\$ 2,593.45
100-000-43202-5110	ELECTRICAL SERVICES					
VENDOR: RAPPAHANNOCK ELEC COMPANY						
5	MARCH	1149385761	101 CHALMERS 01/09-02/10	5653	03/31/2014 \$	2,318.78
100-000-43202-5120	HEATING SERVICES					
VENDOR: WASHINGTON GAS						
5	MARCH	3980059517	101 CHALMERS 02/11 - 03/13	79491	03/31/2014 \$	1,217.64

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100-000-43202-6007			REPAIR AND MAINT SUPPLIES			
VENDOR:	AUGUSTA STEEL CORP					
1	MARCH	SPI-003980	CL3351 NZD 626	79362	03/14/2014 \$	225.23
VENDOR:	W W GRAINGER, INC					
1	MARCH	9382297431	COIN CELL	79462	03/31/2014 \$	60.18

			Total for 100-000-43202-6007		\$	285.41
100-000-43205-5110			ELECTRICAL SERVICES			
VENDOR:	RAPPAHANNOCK ELEC COMPANY					
5	MARCH	4455288888	129 RAMSBURG 01/15-02/15	5653	03/31/2014 \$	233.58
100-000-43206-3310			REPAIR & MAINTENANCE			
VENDOR:	NATIONAL ELEVATOR INSPECTION SERV., INC.					
1	MARCH	0142661	ANNUAL INSPECTION	5565	03/14/2014 \$	144.00
VENDOR:	RIDDLEBERGER BROS INC					
1	MARCH	81946	AGREEMENT 1814 BILLING 6 O	5573	03/14/2014 \$	428.00

			Total for 100-000-43206-3310		\$	572.00
100-000-43206-5110			ELECTRICAL SERVICES			
VENDOR:	RAPPAHANNOCK ELEC COMPANY					
8	MARCH	2048188888	104 N CHURCH ST 01/12-02/1	5653	03/31/2014 \$	649.53
2	MARCH	8894188888	1531 SPRINGSBERRY 01/18-02	5653	03/31/2014 \$	325.82

			Total for 100-000-43206-5110		\$	975.35
100-000-43206-5120			HEATING SERVICES			
VENDOR:	WASHINGTON GAS					
3	MARCH	3980048510	100 N CHURCH 02/11 - 03/13	79491	03/31/2014 \$	967.68
100-000-43206-5130			WATER & SEWER SERVICES			
VENDOR:	DEHAVEN BERKELEY SPRINGS WATER CORP.					
1	MARCH	600250	WATER MARCH	79453	03/31/2014 \$	9.00
1	MARCH	600251	COOLER RENTAL FEBRUARY	79373	03/14/2014 \$	9.00

			Total for 100-000-43206-5130		\$	18.00
100-000-43207-5110			ELECTRICAL SERVICES			
VENDOR:	RAPPAHANNOCK ELEC COMPANY					
7	MARCH	2048188888	102 CHURCH ST 01/12-02/12	5653	03/31/2014 \$	3,295.57
100-000-43207-6007			REPAIR AND MAINT SUPPLIES			
VENDOR:	BERRYVILLE TRUE VALUE HARDWARE					
1	MARCH	067623	56171 - TRIM NAIL	5602	03/31/2014 \$	2.29
100-000-43208-3310			REPAIR & MAINTENANCE			
VENDOR:	NATIONAL ELEVATOR INSPECTION SERV., INC.					
1	MARCH	0142662	ANNUAL INSPECTION	5565	03/14/2014 \$	144.00
100-000-43208-5110			ELECTRICAL SERVICES			
VENDOR:	RAPPAHANNOCK ELEC COMPANY					
9	MARCH	2048188888	104 N CHURCH ST 01/12-02/1	5653	03/31/2014 \$	661.68
3	MARCH	3750088888	104 N CHURCH	5653	03/31/2014 \$	39.09

			Total for 100-000-43208-5110		\$	700.77
100-000-43208-5120			HEATING SERVICES			

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VENDOR: WASHINGTON GAS						
3	MARCH	3980048718	104 N CHURCH 02/11 - 03/13	79491	03/31/2014 \$	1,153.33
100-000-43209-5110			ELECTRICAL SERVICES			
VENDOR: RAPPAHANNOCK ELEC COMPANY						
3	MARCH	7658188888	225 RAMSBURG LANE 01/15 -	5653	03/31/2014 \$	361.51
100-000-43209-5120			HEATING SERVICES			
VENDOR: QUARLES ENERGY SERVICES						
1	MARCH	14631	LP GAS	79485	03/31/2014 \$	1,359.75
100-000-43209-6007			REPAIR AND MAINT SUPPLIES			
VENDOR: BB&T FINANCIAL, FSB						
3	MARCH	0872-03/09/2014	KULLY SUPPLY	79437	03/31/2014 \$	55.18
VENDOR: SOUTHERN REFRIGERATION						
1	MARCH	368998	RUN CAPACITOR	5584	03/14/2014 \$	6.81
1	MARCH	368999	FAN & BLR 3/4 HP/RUN CAPAC	5584	03/14/2014 \$	124.06
			Total for 100-000-43209-6007		\$	186.05
100-000-43210-5110			ELECTRICAL SERVICES			
VENDOR: RAPPAHANNOCK ELEC COMPANY						
3	MARCH	0775388888	524 WESTWOOD ROAD 01/15-02	5653	03/31/2014 \$	119.44
100-000-43211-3310			REPAIR & MAINTENANCE			
VENDOR: ANDERSON CONTROL INC						
1	MARCH	12667	SERVICE CALL FIX FAULT ON	5526	03/14/2014 \$	1,232.73
VENDOR: CONSOLIDATED ELECTRIC SERVICE LC						
1	MARCH	23923	LAMP/BUCKET TRUCK/SERVICE	79452	03/31/2014 \$	150.00
VENDOR: MTS EQUIPMENT						
1	MARCH	013740	SERVICE OVEN	5645	03/31/2014 \$	903.55
			Total for 100-000-43211-3310		\$	2,286.28
100-000-43211-5110			ELECTRICAL SERVICES			
VENDOR: RAPPAHANNOCK ELEC COMPANY						
11	MARCH	2750088888	225 AL SMITH CIR 01/18-02/	5653	03/31/2014 \$	1,936.95
100-000-43211-5120			HEATING SERVICES			
VENDOR: WASHINGTON GAS						
3	MARCH	3980001204	225 AL SMITH CIR JAN 14 --	79407	03/14/2014 \$	1,196.15
100-000-43211-6007			REPAIR AND MAINT SUPPLIES			
VENDOR: FROGALE LUMBER SUPPLY						
1	MARCH	264162	LUMBER/SCREWS	79380	03/14/2014 \$	80.73
100-000-43212-3310			REPAIR & MAINTENANCE			
VENDOR: THOMAS PLUMBING & HEATING, INC.						
1	MARCH	PS22448	PULLED SEWER PUMP TOOK FOR	5666	03/31/2014 \$	532.50
1	MARCH	PS22456	PUMPED SEWER OUT OF #2 TAN	5666	03/31/2014 \$	127.50
1	MARCH	PS22463	CHECKED LEVEL IN SEWER	5666	03/31/2014 \$	85.00
1	MARCH	PS22475	CHECK WIRING AND CONTROLS	5666	03/31/2014 \$	255.00
			Total for 100-000-43212-3310		\$	1,000.00
100-000-43212-5110			ELECTRICAL SERVICES			
VENDOR: RAPPAHANNOCK ELEC COMPANY						
19	MARCH	1650088888	225 AL SMITH CIR 01/18-02/	5653	03/31/2014 \$	7.54

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20	MARCH	1650088888	225 AL SMITH CIR 01/18-02/	5653	03/31/2014 \$	7.43
21	MARCH	1650088888	225 AL SMITH CIR 01/18-02/	5653	03/31/2014 \$	15.17
23	MARCH	1650088888	225 AL SMITH CIR 01/18-02/	5653	03/31/2014 \$	16.02
24	MARCH	1650088888	225 AL SMITH CIR 01/18-02/	5653	03/31/2014 \$	7.54
26	MARCH	1650088888	225 AL SMITH CIR 01/18-02/	5653	03/31/2014 \$	20.02
27	MARCH	1650088888	225 AL SMITH CIR 01/18-02/	5653	03/31/2014 \$	8.87
12	MARCH	2750088888	225 AL SMITH CIR 01/18-02/	5653	03/31/2014 \$	114.33
13	MARCH	2750088888	225 AL SMITH CIR 01/18-02/	5653	03/31/2014 \$	58.23
Total for 100-000-43212-5110						\$ 255.15
100-000-43212-6007 REPAIR AND MAINT SUPPLIES						
VENDOR: BSN SPORTS, INC.						
1	MARCH	95908088	INSTALLATION TOOL	79440	03/31/2014 \$	59.79
VENDOR: STUART M PERRY, INC.						
1	MARCH	00097203	STONE	79497	03/31/2014 \$	271.69
Total for 100-000-43212-6007						\$ 331.48
100-000-43213-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
22	MARCH	1650088888	225 AL SMITH CIR 01/18-02/	5653	03/31/2014 \$	32.00
15	MARCH	2750088888	225 AL SMITH CIR 01/18-02/	5653	03/31/2014 \$	65.84
Total for 100-000-43213-5110						\$ 97.84
100-000-43214-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
25	MARCH	1650088888	225 AL SMITH CIR 01/18-02/	5653	03/31/2014 \$	19.70
100-000-43214-6007 REPAIR AND MAINT SUPPLIES						
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	MARCH	067582	56171 - MARK PAINT	5602	03/31/2014 \$	11.98
VENDOR: W W GRAINGER, INC						
1	MARCH	9382165901	CHAIN/CABLE/TURNUCKLE	79462	03/31/2014 \$	138.15
1	MARCH	9382297423	STEEL HOOK	79462	03/31/2014 \$	3.58
Total for 100-000-43214-6007						\$ 153.71
100-000-43215-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
14	MARCH	2750088888	225 AL SMITH CIR 01/18-02/	5653	03/31/2014 \$	28.61
100-000-43237-3310 REPAIR & MAINTENANCE						
VENDOR: NATIONAL ELEVATOR INSPECTION SERV., INC.						
1	MARCH	0142724	ANNUAL INSPECTION	5565	03/14/2014 \$	144.00
VENDOR: RIDDLEBERGER BROS INC						
1	MARCH	81945	AGREEMENT 1807 6 OF 9	5573	03/14/2014 \$	428.00
Total for 100-000-43237-3310						\$ 572.00
100-000-43237-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
3	MARCH	0801388888	313 E MAIN 01/10-02/10	5653	03/31/2014 \$	117.34
3	MARCH	4980388888	311 E MAIN ST 01/10-02/10	5653	03/31/2014 \$	886.21
Total for 100-000-43237-5110						\$ 1,003.55
100-000-51100-5610 CIVIC CONTRIBUTIONS						
VENDOR: CLARKE COUNTY HEALTH DEPARTMENT						

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1	MARCH	LOCALFY14 2&3QT	LOCAL COMMITMENT 2ND AND 3	79444	03/31/2014 \$	99,500.00
100-000-71100-3320 MAINTENANCE SERVICE CONTRACT						
VENDOR: DDL BUSINESS SYSTEMS LLC						
1	MARCH	56346	01/25 - 02/24	5541	03/14/2014 \$	118.68
100-000-71100-5210 POSTAL SERVICES						
VENDOR: PURCHASE POWER						
7	MARCH	35438654	POSTAGE REFILL	79400	03/14/2014 \$	53.63
100-000-71100-5230 TELECOMMUNICATIONS						
VENDOR: TREASURER OF VIRGINIA						
19	MARCH	T269930	JANUARY 2014	5542	03/14/2014 \$	14.55
VENDOR: VERIZON						
82	MARCH	00002726889534Y	PHONE BILL FEB 26 - MAR 25	79421	03/14/2014 \$	54.09
Total for 100-000-71100-5230						\$ 68.64
100-000-71100-6001 OFFICE SUPPLIES						
VENDOR: BANK OF CLARKE COUNTY						
1	MARCH	7007183	CHGD TO ACCT NO CHECK WRIT	1	02/28/2014 \$	103.01
100-000-71310-6013 SUPPLIES - EDUCATIONAL AND REC						
VENDOR: WALMART COMMUNITY/GECRB						
3	MARCH	0731-02/16/2014	CANDY/COOKIES/CHIPS	79424	03/14/2014 \$	25.75
15	MARCH	603220200056073	FOOD/SUPPLIES	79508	03/31/2014 \$	28.72
Total for 100-000-71310-6013						\$ 54.47
100-000-71310-6014 OTHER OPERATING SUPPLIES						
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	MARCH	67556	55140 - MOP HEAD	5602	03/31/2014 \$	12.98
1	MARCH	67557	55140 - MOP REFILL	5602	03/31/2014 \$	6.49
VENDOR: LOWE'S OF WINCHESTER						
1	MARCH	29803580	MOP/GLO ORANGE/CLEAN MAGIC	79470	03/31/2014 \$	144.44
VENDOR: WALMART COMMUNITY/GECRB						
14	MARCH	603220200056073	FOOD/SUPPLIES	79508	03/31/2014 \$	24.93
Total for 100-000-71310-6014						\$ 188.84
100-000-71310-6015 MERCHANDISE FOR RESALE						
VENDOR: COCA-COLA REFRESHMENTS						
1	MARCH	1276092618	DRINKS	79448	03/31/2014 \$	509.52
VENDOR: WALMART COMMUNITY/GECRB						
1	MARCH	0731-02/16/2014	COOKIES/MULTIPACK	79424	03/14/2014 \$	36.14
2	MARCH	0731-02/16/2014	CANDY/COOKIES/CHIPS	79424	03/14/2014 \$	63.26
13	MARCH	603220200056073	FOOD/SUPPLIES	79508	03/31/2014 \$	118.78
16	MARCH	603220200056073	FOOD/SUPPLIES	79508	03/31/2014 \$	86.66
Total for 100-000-71310-6015						\$ 814.36
100-000-71350-3100 PROFESSIONAL SERVICES						
VENDOR: XTREME FIT STUDIO						
1	MARCH	CHATMAN03152014	ZUMBA/YOGA TONE/TOTAL FIT	5608	03/31/2014 \$	795.34
VENDOR: CLARKE COUNTY HEALTH DEPARTMENT						
2	MARCH	133401488	PROFESSIONAL SERVICES	79444	03/31/2014 \$	27.98
VENDOR: JOHNSTON, JANE						

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1	MARCH	JOHNSTO03042014	FITT/FLUID MOTION/TAI CHI	5556	03/14/2014 \$	470.47
VENDOR: JOHNSTON, TINA DBA INTEGRATED COUNSELING						
1	MARCH	JOHNSTO03042014	HEALTHY KIDS YOGA	5557	03/14/2014 \$	114.80
VENDOR: MONTGOMERY, CHRISTEL DBA CHEER ERUPTIONS						
1	MARCH	CLASSESEBFebruary	GYMNASTICS CLASSES	5564	03/14/2014 \$	1,522.90
VENDOR: OPUS OAKES, AN ART PLACE, INC.						
1	MARCH	APUSOAKS3152014	ART CLASSES	5650	03/31/2014 \$	1,091.50
Total for 100-000-71350-3100						\$ 4,022.99
100-000-71350-3600 ADVERTISING						
VENDOR: CLARKE COUNTY RURITAN-FAIR CATALOG						
1	MARCH	AD 1/2 PAGE2014	AD 1/2 PAGE 2014 FAIR	79446	03/31/2014 \$	60.00
VENDOR: THE OBSERVER						
1	MARCH	14010997	1/8TH PAGE AD JANUARY 2014	79498	03/31/2014 \$	123.00
Total for 100-000-71350-3600						\$ 183.00
100-000-71350-5400 LEASES AND RENTALS						
VENDOR: TREASURER OF VIRGINIA						
1	MARCH	906517	RENEWAL FEE FOR LICENSED C	79501	03/31/2014 \$	105.00
100-000-71350-5810 DUES,SUBSCRIPTIONS & MEMBERSHIPS						
VENDOR: VIRGINIA DEPT OF SOCIAL SVC						
3	MARCH	A-15534	BACKGROUND CHECKS	79423	03/14/2014 \$	14.00
100-000-71350-5830 REFUNDS						
VENDOR: MARIANA BANASOVA						
1	MARCH	180213	REFUND	79430	03/31/2014 \$	223.00
VENDOR: ANGELA DARLIN						
1	MARCH	179927	REFUND	79372	03/14/2014 \$	135.00
VENDOR: CHRIS PASTERNAK						
1	MARCH	180007	REFUND	79477	03/31/2014 \$	36.00
VENDOR: LAURA PATTEN						
1	MARCH	179932	REFUND	79394	03/14/2014 \$	60.00
VENDOR: LIZ RAWLINGS						
1	MARCH	180406	REFUND	79486	03/31/2014 \$	14.00
Total for 100-000-71350-5830						\$ 468.00
100-000-71350-6002 SUPPLIES - FOOD						
VENDOR: SCHENCK FOODS CO., INC.						
1	MARCH	5873775	FOOD	79490	03/31/2014 \$	131.57
VENDOR: WALMART COMMUNITY/GEGRB						
17	MARCH	603220200056073	FOOD/SUPPLIES	79508	03/31/2014 \$	319.44
Total for 100-000-71350-6002						\$ 451.01
100-000-71350-6011 UNIFORM AND WEARING APPAREL						
VENDOR: COAST TO COAST PROMOTIONS						
1	MARCH	38	T-SHIRT	5610	03/31/2014 \$	334.00
100-000-71350-6013 SUPPLIES - EDUCATIONAL AND REC						
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	MARCH	67408	55140 - ENAMEL/ADAPTER/SAN	5602	03/31/2014 \$	19.76

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VENDOR:	FOOD LION, INC					
1	MARCH	271164110174	FOOD	79460	03/31/2014 \$	16.36
VENDOR:	S & S WORLDWIDE					
1	MARCH	8002945	PLAYING CARDS/GAMES	79405	03/14/2014 \$	64.12
Total for 100-000-71350-6013						\$ 100.24
100-000-71350-6014 OTHER OPERATING SUPPLIES						
VENDOR:	BERRYVILLE TRUE VALUE HARDWARE					
1	MARCH	67409	55140 - SAND TOOL SANDPAPE	5602	03/31/2014 \$	11.28
100-000-81110-3100 PROFESSIONAL SERVICES						
VENDOR:	HALL, MONAHAN, ENGLE, MAHAN & MITCHELL					
2	MARCH	03052014	LEGAL SERVICES FEBRUARY 20	5550	03/14/2014 \$	165.00
100-000-81110-3320 MAINTENANCE SERVICE CONTRACT						
VENDOR:	TML COPIERS & DIGITAL SOLUTIONS					
3	MARCH	159076	11/24 - 02/24	5590	03/14/2014 \$	32.97
100-000-81110-5210 POSTAL SERVICES						
VENDOR:	PURCHASE POWER					
8	MARCH	35438654	POSTAGE REFILL	79400	03/14/2014 \$	58.90
100-000-81110-5230 TELECOMMUNICATIONS						
VENDOR:	TREASURER OF VIRGINIA					
20	MARCH	T269930	JANUARY 2014	5542	03/14/2014 \$	1.41
VENDOR:	VERIZON					
83	MARCH	00002726889534Y	PHONE BILL FEB 26 - MAR 25	79421	03/14/2014 \$	15.10
Total for 100-000-81110-5230						\$ 16.51
100-000-81110-6001 OFFICE SUPPLIES						
VENDOR:	COMMERCIAL PRESS					
1	MARCH	110733	NAME PLATE	5537	03/14/2014 \$	6.95
100-000-81520-3160 BOARD MEMBER FEES						
VENDOR:	OHRSTROM II, GEORGE					
1	MARCH	BADAMEETFEB26	MEETING FEB 26 BADA	5568	03/14/2014 \$	25.00
VENDOR:	SMART, KATHY					
1	MARCH	BADAMEETFEB26	MEETING FEB 26 BADA	5582	03/14/2014 \$	25.00
Total for 100-000-81520-3160						\$ 50.00
100-000-81520-5210 POSTAL SERVICES						
VENDOR:	PURCHASE POWER					
10	MARCH	35438654	POSTAGE REFILL	79400	03/14/2014 \$	11.52
100-000-81600-3100 PROFESSIONAL SERVICES						
VENDOR:	HALL, MONAHAN, ENGLE, MAHAN & MITCHELL					
1	MARCH	03052014	LEGAL SERVICES FEBRUARY 20	5550	03/14/2014 \$	2,615.00
100-000-81600-3160 BOARD MEMBER FEES						
VENDOR:	BOUFFAULT, ROBINA RICH					
1	MARCH	PLANCOMM03/04	PLANNING COMMISSION MEETING	5603	03/31/2014 \$	50.00
VENDOR:	RANDY BUCKLEY					
1	MARCH	PLANCOMM03/04	PLANNING COMMISSION MEETING	5605	03/31/2014 \$	50.00

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=====						
VENDOR: CALDWELL, ANNE						
1	MARCH	PLANCOMM03/04	PLANNING COMMISSION MEETING	5606	03/31/2014 \$	50.00
VENDOR: NELSON, CLIFFORD M.						
1	MARCH	PLANCOMM03/04	PLANNING COMMISSION MEETING	5647	03/31/2014 \$	50.00
VENDOR: OHRSTROM II, GEORGE						
1	MARCH	PLANCOMM03/04	PLANNING COMMISSION MEETING	5649	03/31/2014 \$	50.00
VENDOR: TURKEL, JON						
1	MARCH	PLANCOMM03/04	PLANNING COMMISSION MEETING	5670	03/31/2014 \$	50.00
		Total for 100-000-81600-3160			\$	300.00
100-000-81800-3100		PROFESSIONAL SERVICES				
VENDOR: KALBIAN, MARAL S.						
1	MARCH	03012014	PROFESSIONAL SERVICES	5559	03/14/2014 \$	1,045.00
100-000-83100-3320		MAINTENANCE SERVICE CONTRACTS				
VENDOR: TML COPIERS & DIGITAL SOLUTIONS						
1	MARCH	159076	11/24 - 02/24	5590	03/14/2014 \$	56.82
100-000-83100-5230		TELECOMMUNICATIONS				
VENDOR: TREASURER OF VIRGINIA						
13	MARCH	T269930	JANUARY 2014	5542	03/14/2014 \$	12.07
VENDOR: VERIZON						
84	MARCH	00002726889534Y	PHONE BILL FEB 26 - MAR 25	79421	03/14/2014 \$	6.04
		Total for 100-000-83100-5230			\$	18.11
100-000-83100-6014		OTHER OPERATING SUPPLIES				
VENDOR: PURCHASE POWER						
13	MARCH	35438654	POSTAGE REFILL	79400	03/14/2014 \$	73.44
		TOTAL DEFINITION TYPE 0			\$	324,713.91
		TOTAL EXPENDITURES			\$	324,713.91
		TOTAL for FISCAL YEAR 2014			\$	324,713.91
		TOTAL PAYMENTS			\$	324,713.91

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=====						
Fiscal Year: 2014						
EXPENDITURES						
DEFINITION TYPE 0						
231-000-31200-3000		PURCHASED SERVICES				
VENDOR: BB&T FINANCIAL, FSB						
5	MARCH	6608-03/09/2014	APCO INTERNATIONAL	79437	03/31/2014 \$	420.00
231-000-31200-5540		TRAVEL CONVENTION & EDUCATION				
VENDOR: SHERIFF, PETTY CASH						
7	MARCH	PETTYCASH031414	TRACKING CLASS FOR JUDGE M	79493	03/31/2014 \$	100.00
231-128-31200-5800		MISCELLANEOUS				
VENDOR: ANYTIME FITNESS						
1	MARCH	932 MEMBERSHIP	3 GYM MEMBERSHIPS MONTHLY	79359	03/14/2014 \$	150.00
VENDOR: SHERIFF, PETTY CASH						
8	MARCH	PETTYCASH031414	ENTRANCE FEE FOR MRRJ COMP	79493	03/31/2014 \$	25.00
Total for 231-128-31200-5800						\$ 175.00
235-000-82700-3100		PROFESSIONAL SERVICES				
VENDOR: DOWNSTREAM PROJECT						
1	MARCH	90	BALANCE OF PROPOSAL DATED	79456	03/31/2014 \$	500.00
VENDOR: HALL, MONAHAN, ENGLE, MAHAN & MITCHELL						
4	MARCH	03052014	LEGAL SERVICES FEBRUARY 20	5550	03/14/2014 \$	1,735.00
VENDOR: KATE PETRANECH						
1	MARCH	PETRAN03132014	DESIGN AND PRODUCTION	79479	03/31/2014 \$	425.00
3	MARCH	PETRAN03132014	POSTAGE	79479	03/31/2014 \$	118.75
Total for 235-000-82700-3100						\$ 2,778.75
235-000-82700-5210		POSTAGE				
VENDOR: KATE PETRANECH						
2	MARCH	PETRAN03132014	POSTAGE	79479	03/31/2014 \$	176.40
235-000-82700-6001		MATERIALS AND SUPPLIES				
VENDOR: PURCHASE POWER						
11	MARCH	35438654	POSTAGE REFILL	79400	03/14/2014 \$	175.33
301-800-94264-3100		PROFESSIONAL SERVICES				
VENDOR: ANDERSON AND ASSOCIATES, INC.						
1	MARCH	0089624	PROFESSIONAL SERVICES 02/0	79427	03/31/2014 \$	4,906.25
301-800-94300-3000		PURCHASED SERVICES				
VENDOR: DOWNSTREAM PROJECT						
1	MARCH	88	C SPOUT RUN NFWF GRANT FUL	79456	03/31/2014 \$	2,079.95
301-800-94337-8201		MACHINERY & EQUIPMENT				
VENDOR: BUCKMARSH CONCRETE LLC						
1	MARCH	REC CENTER	GENERATOR PAD @ REC CENTER	79441	03/31/2014 \$	900.00
VENDOR: ELITE POWER AND ENERGY CORPORATION						
1	MARCH	SENIORCENTER	WORK FOR GENERATOR REPAIR	79459	03/31/2014 \$	1,495.50
Total for 301-800-94337-8201						\$ 2,395.50
TOTAL DEFINITION TYPE 0 :						\$ 13,207.18

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TOTAL EXPENDITURES :						\$ 13,207.18
TOTAL for FISCAL YEAR 2014 :						\$ 13,207.18
TOTAL PAYMENTS :						\$ 13,207.18

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=====						
Fiscal Year: 2014						
EXPENDITURES						
DEFINITION TYPE 0						
607-000-12530-4300 CENTRAL PURCHASING/STORE						
VENDOR:	B W WILSON PAPER CO INC					
1	MARCH	1673282	PAPER	79363	03/14/2014 \$	371.84
VENDOR:	INDEPENDENT STATIONERS					
1	MARCH	IN-000399676	CASSETTE/FILES/LABELS/PROT	5633	03/31/2014 \$	214.89
VENDOR:	OFFICE DEPOT					
1	MARCH	696342286001	INK CARTRIDGE/STAPLER/STAP	79476	03/31/2014 \$	119.66
1	MARCH	697976044001	STAPLES/TAPE/TRAY/STAPLER/	79393	03/14/2014 \$	853.13
1	MARCH	697976176001	YARDSTICK	79393	03/14/2014 \$	9.48
VENDOR:	STAPLES TECHNOLOGY SOLUTIONS					
1	MARCH	AFM729	TONER	79495	03/31/2014 \$	251.98
Total for 607-000-12530-4300						\$ 1,820.98
607-000-12530-5210 POSTAL SERVICES						
VENDOR:	BENNETT, BRENDA					
1	MARCH	BENNETT03192014		5600	03/31/2014 \$	26.45
VENDOR:	PURCHASE POWER					
4	MARCH	35438654	POSTAGE REFILL	79400	03/14/2014 \$	275.22
Total for 607-000-12530-5210						\$ 301.67
607-000-12530-5230 TELECOMMUNICATIONS						
VENDOR:	TREASURER OF VIRGINIA					
14	MARCH	T269930	JANUARY 2014	5542	03/14/2014 \$	8.58
VENDOR:	VERIZON					
97	MARCH	00002726889534Y	PHONE BILL FEB 26 - MAR 25	79421	03/14/2014 \$	86.86
Total for 607-000-12530-5230						\$ 95.44
607-000-12530-5510 TRAVEL MILEAGE						
VENDOR:	BENNETT, BRENDA					
2	MARCH	BENNETT03192014	MILEAGE	5600	03/31/2014 \$	3.92
VENDOR:	EMILY JOHNSON					
1	MARCH	JOHNSON03252014	MILEAGE	5635	03/31/2014 \$	33.60
Total for 607-000-12530-5510						\$ 37.52
607-000-12530-5540 TRAVEL CONVENTION & EDUCATION						
VENDOR:	BB&T FINANCIAL, FSB					
1	MARCH	0350-03/09/2014	VIRGINIA ASSOC OF GOVERNME	79437	03/31/2014 \$	125.00
732-000-12530-3000 PURCHASED SERVICES - TRANSACTION FEE						
VENDOR:	WAGE WORKS					
1	MARCH	125AI0303950	FLEX PLAN ADMIN FEE	79507	03/31/2014 \$	622.25
TOTAL DEFINITION TYPE 0 :						\$ 3,002.86
TOTAL EXPENDITURES :						\$ 3,002.86
TOTAL for FISCAL YEAR 2014 :						\$ 3,002.86
TOTAL PAYMENTS :						\$ 3,002.86

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Fiscal Year: 2014						
EXPENDITURES						
DEFINITION TYPE 3						
740-000-43202-3100 PROFESSIONAL SERVICES						
VENDOR: HALL, MONAHAN, ENGLE, MAHAN & MITCHELL						
6	MARCH	03052014	LEGAL SERVICES FEB 2014	5625	03/31/2014 \$	291.87
740-000-43202-3310 REPAIR & MAINTENANCE						
VENDOR: ARC WATER TREATMENT OF MARYLAND, INC.						
6	MARCH	610	MARCH SERVICE	5598	03/31/2014 \$	41.03
VENDOR: NATIONAL ELEVATOR INSPECTION SERV., INC.						
2	MARCH	0142653	ANNUAL INSPECTION	5565	03/14/2014 \$	53.72
VENDOR: RIDDLEBERGER BROS INC						
2	MARCH	82085	YORK CHILLER CIRCUIT 2 OUT	5573	03/14/2014 \$	88.58
						183.33
Total for 740-000-43202-3310						\$
740-000-43202-3320 MAINTENANCE SERVICE CONTRACTS						
VENDOR: FIDELITY ENGINEERING CORPORATION						
2	MARCH	603331	GENERATOR SERVICE	5618	03/31/2014 \$	111.90
2	MARCH	603332	GENERATOR SERVICE	5618	03/31/2014 \$	111.90
2	MARCH	603333	GENERATOR SERVICE	5618	03/31/2014 \$	111.90
VENDOR: SERVICE MASTER JANITORIAL SERVICES, INC.						
3	MARCH	1567	CLEANING SERVICES	5661	03/31/2014 \$	1,207.14
						1,542.84
Total for 740-000-43202-3320						\$
740-000-43202-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
6	MARCH	1149385761	101 CHALMERS 01/09-02/10	5653	03/31/2014 \$	1,379.42
740-000-43202-5120 HEATING SERVICES						
VENDOR: WASHINGTON GAS						
6	MARCH	3980059517	101 CHALMERS 02/11 - 03/13	79491	03/31/2014 \$	724.37
740-000-43202-5200 COMMUNICATIONS						
VENDOR: TREASURER OF VIRGINIA						
37	MARCH	T269930	JANUARY 2014	5542	03/14/2014 \$	336.61
740-000-43202-6007 REPAIR AND MAINT SUPPLIES						
VENDOR: AUGUSTA STEEL CORP						
2	MARCH	SPI-003980	CL3351 NZD 626	79362	03/14/2014 \$	133.99
VENDOR: W W GRAINGER, INC						
2	MARCH	9382297431	COIN CELL	79462	03/31/2014 \$	35.79
						169.78
Total for 740-000-43202-6007						\$
TOTAL DEFINITION TYPE 3 :						\$ 4,628.22
TOTAL EXPENDITURES :						\$ 4,628.22
TOTAL for FISCAL YEAR 2014 :						\$ 4,628.22
						4,628.22
TOTAL PAYMENTS :						\$ 4,628.22

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Fiscal Year: 2014

REVENUES

DEFINITION TYPE 0

100-000-189908 SALE OF VEHICLES

VENDOR: TOWN OF BERRYVILLE						
1	MARCH	ACTION REVENUE	REVENUE FROM ACTION	79500	03/31/2014	\$ 11,664.33

TOTAL DEFINITION TYPE 0 : \$ 11,664.33

TOTAL REVENUES : \$ 11,664.33

TOTAL PAYMENTS : \$ 11,664.33

Title: General Fund Balance

Source: Clarke County Joint Administrative Services

	<u>Prior</u>	<u>Current</u>	<u>Notes</u>
General Fund Balance Year End FY 12	16,011,338	16,011,338	
Expenditure FY 13	(26,021,061)	(26,021,061)	
Revenue FY 13	25,584,267	25,584,267	
General Fund Balance Year End FY 13	15,574,544	15,574,544	
<u>Designations</u>			
Liquidity Designation @ 12% of FY 14 Budgeted Operating Revenue	(\$3,049,533)	(\$3,049,533)	
Stabilization Designation @ 3% of FY 14 Budgeted Operating Revenue	(762,383)	(762,383)	
Continuing Local GF Appropriations for Capital Projects	(5,497,143)	(5,497,143)	
School Capital/Debt	(1,124,016)	(1,124,016)	
Government Construction/Debt	(675,578)	(675,578)	
Property Acquisition	(265,000)	(265,000)	
Conservation Easements from Government Savings	(153,462)	(153,462)	
Community Facilities	(\$325,000)	(\$325,000)	
Comprehensive Services Act Shortfall	(250,000)	(250,000)	
Parks Master Plan	(100,000)	(100,000)	
School Operating Carryover	-	-	- Supplemented in two actions: Jul and Oct
Government Carryover Requests from Government Savings	(431,906)	(431,906)	Use S30,094 Comm grant match; 13K SS;25K EMT sals
Energy Efficiency	(200,000)	(200,000)	
Data and Communications Technology	(350,000)	(350,000)	
Recycling and Convenience Center	(250,000)	(250,000)	
Regional Jail Capital Needs	(100,000)	(100,000)	
Vehicle Replacements	(100,000)	(100,000)	
Voting Equipment Upgrades	(50,000)	(50,000)	
Real Property Reassessment	(200,000)	(200,000)	
General District Court Capital Repairs	(80,000)	(80,000)	
Landfill costs	(50,000)	(50,000)	
Pay and Classification Plan Implementation	(100,000)	(100,000)	
Leave Liability	(75,000)	(75,000)	
FY 14 Original Budget Surplus (Deficit)	(647,968)	(647,968)	
TOTAL Designations	(14,836,989)	(14,836,989)	
<u>Adjustments</u>			
FY 14 Expenditure Budget Adjustments	(1,214,177)	(1,283,777)	
FY 14 Revenue Budget Adjustments	986,662	1,056,262	
Undesignated Fund Balance Projected June 30	510,040	510,040	

Date	Total	General Fund	Soc Svcs Fund	CSA Fund	Sch Oper Fund	Food Serv Fund	GG Cap Fund	School Cap Fund	GG Debt Fund	School Debt Fund	Joint Fund	Conservation Easements	Unemploy. Fund
04/17/13 Appropriations Resolution: Total	37,998,056	8,417,168	1,363,059	661,500	20,637,598	761,012	575,000	728,163	399,200	3,888,619	541,737	0	25,000
<i>Adjustments:</i>													
7/16/2013 School Carryover for Building Automation								53,143					
7/16/2013 Circuit Court On-line land records		10,700											
9/17/2013 Voting Equipment		1,000											
9/17/2013 Historic Preservation Grants		9,000											
9/17/2013 Fish and Wildlife Grant for Spout Run							141,603						
9/17/2013 Conservation Easement Purchase (Arkfield)												21,250	
9/17/2013 Water Quality Testing		12,000											
10/15/2013 Conservation Easement Purchase (Chapman)												322,500	
10/15/2013 Parks Swimming Pool		450											
10/15/2013 School Carryover for Technology and Security								121,278					
10/15/2013 Sheriff's Communication Grant							110,188						
10/15/2013 Mark Lane Covers for Swimming Pool		248											
11/19/2013 EPA Grant for Spout Run							316,620						
11/19/2013 Social Service Leave Payout and Fax			13,000										
12/17/2013 Parks Swimming Pool: Move Shed from Parks Const		1,197											
12/17/2013 Baseball Lights Project							5,000						
1/21/2014 Asset Forfeiture Grant for Portable Radios							50,000						
3/18/2014 EMT Part-time Salaries		25,000											
4/15/2014 Bailey DUR Purchase												69,600	
Revised Appropriation	39,281,833	8,476,763	1,376,059	661,500	20,637,598	761,012	1,198,411	902,584	399,200	3,888,619	541,737	413,350	25,000
Change to Appropriation	1,283,777	59,595	13,000	0	0	0	623,411	174,421	0	0	0	413,350	0
Original Revenue Estimate	14,680,803	2,731,834	892,247	306,457	9,713,245	761,012	0	154,000		119,008	3,000	0	0
<i>Adjustments:</i>													
7/16/2013 Circuit Court On-line land records (State)		5,666											
7/16/2013 Circuit Court On-line land records (Fees)		5,034											
9/17/2013 Voting Equipment		1,000											
9/17/2013 Historic Preservation Grants		9,000											
9/17/2013 Gang Task Force Grant		15,000											
9/17/2013 Fish and Wildlife Grant for Spout Run							141,603						
9/17/2013 Conservation Easement Purchase (Arkfield)												21,250	
9/17/2013 Water Quality Testing		12,000											
10/15/2013 Conservation Easement Purchase (Chapman)												322,500	
10/15/2013 Parks Swimming Pool		450											
10/15/2013 Sheriff's Communication Grant							80,094						
10/15/2013 Swim Pool Lane Covers: from Parks Construction		248											
11/19/2013 EPA Grant for Spout Run							316,620						
12/17/2013 Parks Swimming Pool: Move Shed from Parks Const		1197											
12/17/2013 Baseball Lights Project							5,000						
1/21/2014 Asset Forfeiture Grant for Portable Radios							50,000						
4/15/2014 Bailey DUR Purchase: VDACS												34,800	
4/15/2014 Bailey DUR Purchase: Local Fund Balance												34,800	
Revised Revenue Estimate	15,737,065	2,781,429	892,247	306,457	9,713,245	761,012	593,317	154,000	0	119,008	3,000	413,350	0
Change to Revenue Estimate	1,056,262	49,595	0	0	0	0	593,317	0	0	0	0	413,350	0
Original Local Tax Funding	23,317,253	5,685,334	470,812	355,043	10,924,353	0	575,000	574,163	399,200	3,769,611	538,737	0	25,000
Revised Local Tax Funding	23,544,768	5,695,334	483,812	355,043	10,924,353	0	605,094	748,584	399,200	3,769,611	538,737	0	25,000
Change to Local Tax Funding	227,515	10,000	13,000	0	0	0	30,094	174,421	0	0	0	0	0

Italics = Proposed actions

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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For MARCH	Expenditures Year-to-Date	Available Balance	Percent Used
FD 100 GENERAL FUND							
PJT 000 NON-CATEGORICAL							
FUNC 11010 BOARD OF SUPERVISORS							
1300	SALARIES - PART TIME	\$ 13,800.00	\$ 3,450.00	\$ 1,150.00	\$ 10,350.00	\$ 0.00	100.00
2100	FICA	\$ 1,056.00	\$ 222.46	\$ 74.15	\$ 667.36	\$ 166.18	84.26
2300	HOSPITAL/MEDICAL PLANS	\$ 10,960.00	\$ 2,797.44	\$ 913.30	\$ 8,219.70	\$ 57.14	100.52
3100	PROFESSIONAL SERVICES	\$ 9,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 9,000.00	0.00
3600	ADVERTISING	\$ 5,600.00	\$ 1,963.80	\$ 559.85	\$ 1,634.50	\$ 2,001.70	64.26
5210	POSTAL SERVICES	\$ 300.00	\$ 0.00	\$ 12.88	\$ 111.17	\$ 188.83	37.06
5230	TELECOMMUNICATIONS	\$ 0.00	\$ 0.00	\$ 2.17	\$ 13.99	\$ 13.99	100.00
5307	PUBLIC OFFICIAL LIABILITY INS.	\$ 6,100.00	\$ 0.00	\$ 0.00	\$ 5,947.00	\$ 153.00	97.49
5540	TRAVEL CONVENTION & EDUCATION	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 4,204.44	\$ 1,204.44	140.15
5800	MISCELLANEOUS CHARGES	\$ 1,600.00	\$ 0.00	\$ 0.00	\$ 899.51	\$ 700.49	56.22
5810	DUES,SUBSCRIPTIONS & MEMBERSHIPS	\$ 5,200.00	\$ 0.00	\$ 0.00	\$ 4,449.08	\$ 750.92	85.56
6001	OFFICE SUPPLIES	\$ 500.00	\$ 0.00	\$ 203.00	\$ 373.26	\$ 126.74	74.65
11010	BOARD OF SUPERVISORS	\$ 57,116.00	\$ 8,433.70	\$ 2,915.35	\$ 36,870.01	\$ 11,812.29	79.32
FUNC 12110 COUNTY ADMINISTRATOR							
1100	SALARIES - REGULAR	\$ 215,195.00	\$ 53,798.72	\$ 17,932.92	\$ 161,396.28	\$ 0.00	100.00
1300	SALARIES - PART TIME	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,068.75	\$ 1,068.75	100.00
2100	FICA	\$ 16,462.00	\$ 3,110.03	\$ 1,312.86	\$ 11,056.71	\$ 2,295.26	86.06
2210	VSRS - PLANS 1 AND 2	\$ 26,125.00	\$ 6,531.22	\$ 2,177.05	\$ 19,593.45	\$ 0.33	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 19,688.00	\$ 5,025.28	\$ 1,640.64	\$ 14,765.76	\$ 103.04	100.52
2400	LIFE INSURANCE	\$ 2,561.00	\$ 640.13	\$ 213.41	\$ 1,920.69	\$ 0.18	99.99
2700	WORKER'S COMPENSATION	\$ 195.00	\$ 0.00	\$ 0.00	\$ 168.59	\$ 26.41	86.46
3100	PROFESSIONAL SERVICES	\$ 16,000.00	\$ 19,000.00	\$ 0.00	\$ 0.00	\$ 3,000.00	118.75
3320	MAINTENANCE SERVICE CONTRACT	\$ 500.00	\$ 933.76	\$ 166.32	\$ 570.24	\$ 1,004.00	300.80
3500	PRINTING AND BINDING	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,000.00	0.00
3600	ADVERTISING	\$ 0.00	\$ 0.00	\$ 0.00	\$ 171.60	\$ 171.60	100.00
5210	POSTAL SERVICES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
5230	TELECOMMUNICATIONS	\$ 1,000.00	\$ 222.02	\$ 61.77	\$ 498.97	\$ 279.01	72.10
5540	TRAVEL CONVENTION & EDUCATION	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 94.04	\$ 905.96	9.40
5800	MISCELLANEOUS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 357.54	\$ 357.54	100.00
5810	DUES,SUBSCRIPTIONS & MEMBERSHIPS	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 567.93	\$ 432.07	56.79
6001	OFFICE SUPPLIES	\$ 1,000.00	\$ 0.00	\$ 54.50	\$ 408.10	\$ 591.90	40.81
6008	VEHICLE AND EQUIPMENT FUEL	\$ 1,200.00	\$ 0.00	\$ 85.54	\$ 821.05	\$ 378.95	68.42
6009	VEHICLE AND EQUIPMENT SUPPLIES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 115.81	\$ 115.81	100.00
6012	SUPPLIES - BOOKS AND SUBSCRIPTIO	\$ 1,350.00	\$ 0.00	\$ 0.00	\$ 580.05	\$ 769.95	42.97
12110	COUNTY ADMINISTRATOR	\$ 305,776.00	\$ 89,261.16	\$ 23,645.01	\$ 214,155.56	\$ 2,359.28	99.23
FUNC 12210 LEGAL SERVICES							
1100	SALARIES - REGULAR	\$ 38,844.00	\$ 0.00	\$ 0.00	\$ 4,855.50	\$ 33,988.50	12.50
2100	FICA	\$ 2,972.00	\$ 0.00	\$ 0.00	\$ 371.45	\$ 2,600.55	12.50
2700	WORKER'S COMPENSATION	\$ 0.00	\$ 0.00	\$ 0.00	\$ 27.39	\$ 27.39	100.00
3100	PROFESSIONAL SERVICES	\$ 30,000.00	\$ 0.00	\$ 4,135.00	\$ 9,108.50	\$ 20,891.50	30.36
3600	ADVERTISING	\$ 0.00	\$ 0.00	\$ 0.00	\$ 216.00	\$ 216.00	100.00
5800	MISCELLANEOUS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 19.04	\$ 19.04	100.00
12210	LEGAL SERVICES	\$ 71,816.00	\$ 0.00	\$ 4,135.00	\$ 14,597.88	\$ 57,218.12	20.33
FUNC 12310 COMMISSIONER OF REVENUE							
1100	SALARIES - REGULAR	\$ 139,602.00	\$ 34,900.50	\$ 11,633.50	\$ 104,553.00	\$ 148.50	99.89
2100	FICA	\$ 10,680.00	\$ 2,435.79	\$ 811.93	\$ 7,295.94	\$ 948.27	91.12
2210	VSRS - PLANS 1 AND 2	\$ 16,948.00	\$ 4,236.90	\$ 1,412.31	\$ 12,692.76	\$ 18.34	99.89
2300	HEALTH INSURANCE BENEFITS	\$ 20,184.00	\$ 5,152.00	\$ 1,682.01	\$ 15,138.09	\$ 106.09	100.53
2400	LIFE INSURANCE	\$ 1,661.00	\$ 415.38	\$ 138.43	\$ 1,244.10	\$ 1.52	99.91
2700	WORKER'S COMPENSATION	\$ 130.00	\$ 0.00	\$ 0.00	\$ 107.97	\$ 22.03	83.05
3100	PROFESSIONAL SERVICES	\$ 100.00	\$ 0.00	\$ 66.15	\$ 154.35	\$ 54.35	154.35
3320	MAINTENANCE SERVICE CONTRACTS	\$ 500.00	\$ 97.30	\$ 0.00	\$ 3,520.70	\$ 3,120.00	724.00
3500	PRINTING AND BINDING	\$ 500.00	\$ 0.00	\$ 0.00	\$ 178.89	\$ 321.11	35.78
3600	ADVERTISING	\$ 250.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 250.00	0.00

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4100	DATA PROCESSING	\$ 1,900.00	\$ 0.00	\$ 1,727.06	\$ 1,727.06	\$ 172.94	90.90	
5210	POSTAL SERVICES	\$ 2,200.00	\$ 0.00	\$ 977.93	\$ 1,607.47	\$ 592.53	73.07	
5230	TELECOMMUNICATIONS	\$ 600.00	\$ 0.00	\$ 11.77	\$ 121.52	\$ 478.48	20.25	
5510	TRAVEL MILEAGE	\$ 300.00	\$ 0.00	\$ 0.00	\$ 447.17	\$ 147.17-	149.06	
5540	TRAVEL CONVENTION & EDUCATION	\$ 2,500.00	\$ 0.00	\$ 140.00	\$ 1,517.67	\$ 982.33	60.71	
5810	DUES,SUBSCRIPTIONS & MEMBERSHIPS	\$ 800.00	\$ 0.00	\$ 0.00	\$ 285.00	\$ 515.00	35.62	
6001	OFFICE SUPPLIES	\$ 1,100.00	\$ 0.00	\$ 235.25	\$ 907.35	\$ 192.65	82.49	
6012	SUPPLIES - BOOKS AND SUBSCRIPTI	\$ 800.00	\$ 0.00	\$ 0.00	\$ 219.50	\$ 580.50	27.44	
12310	COMMISSIONER OF REVENUE	\$ 200,755.00	\$ 47,237.87	\$ 18,836.34	\$ 151,720.54	\$ 1,796.59	99.11	
3320	FUNC 12320 ASSESSOR MAINTENANCE SERVICE CONTRACT	\$ 3,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,500.00	0.00	
1100	FUNC 12410 TREASURER SALARIES - REGULAR	\$ 163,209.00	\$ 42,351.00	\$ 14,117.00	\$ 124,421.35	\$ 3,563.35-	102.18	
2100	FICA	\$ 12,486.00	\$ 3,172.43	\$ 1,057.44	\$ 9,344.74	\$ 31.17-	100.25	
2210	VSRS - PLANS 1 AND 2	\$ 19,814.00	\$ 5,141.43	\$ 1,713.80	\$ 15,090.57	\$ 418.00-	102.11	
2300	HEALTH INSURANCE BENEFITS	\$ 10,960.00	\$ 4,196.16	\$ 1,369.95	\$ 10,959.60	\$ 4,195.76-	138.28	
2400	LIFE INSURANCE	\$ 1,942.00	\$ 503.99	\$ 167.99	\$ 1,479.20	\$ 41.19-	102.12	
2700	WORKER'S COMPENSATION	\$ 150.00	\$ 0.00	\$ 0.00	\$ 126.47	\$ 23.53	84.31	
2800	OTHER FRINGE BENEFITS/LEAVE PAYO	\$ 0.00	\$ 0.00	\$ 0.00	\$ 308.40	\$ 308.40-	100.00	
3100	PROFESSIONAL SERVICES	\$ 300.00	\$ 0.00	\$ 22.05	\$ 198.45	\$ 101.55	66.15	
3190	DMV STOP FEES	\$ 0.00	\$ 0.00	\$ 80.00	\$ 240.00	\$ 240.00-	100.00	
3320	MAINTENANCE SERVICE CONTRACT	\$ 200.00	\$ 0.00	\$ 0.00	\$ 124.04	\$ 75.96	62.02	
3500	PRINTING AND BINDING	\$ 9,000.00	\$ 0.00	\$ 0.00	\$ 5,221.50	\$ 3,778.50	58.02	
3600	ADVERTISING	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 646.00	\$ 1,354.00	32.30	
5210	POSTAL SERVICES	\$ 20,000.00	\$ 0.00	\$ 1,359.76	\$ 10,034.05	\$ 9,965.95	50.17	
5230	TELECOMMUNICATIONS	\$ 1,600.00	\$ 0.00	\$ 6.62	\$ 50.11	\$ 1,549.89	3.13	
5306	SURETY BONDS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	\$ 100.00-	100.00	
5510	TRAVEL MILEAGE	\$ 150.00	\$ 0.00	\$ 0.00	\$ 74.58	\$ 75.42	49.72	
5540	TRAVEL CONVENTION & EDUCATION	\$ 1,600.00	\$ 0.00	\$ 0.00	\$ 946.34	\$ 653.66	59.15	
5810	DUES,SUBSCRIPTIONS & MEMBERSHIPS	\$ 900.00	\$ 0.00	\$ 0.00	\$ 680.00	\$ 220.00	75.56	
6001	OFFICE SUPPLIES	\$ 4,100.00	\$ 0.00	\$ 0.00	\$ 1,008.01	\$ 3,091.99	24.59	
6022	SUPPLIES - DOG TAGS	\$ 750.00	\$ 0.00	\$ 0.00	\$ 743.00	\$ 7.00	99.07	
12410	TREASURER	\$ 249,161.00	\$ 55,365.01	\$ 19,894.61	\$ 181,796.41	\$ 11,999.58	95.18	
1100	FUNC 12510 DATA PROCESSING SALARIES - REGULAR	\$ 122,425.00	\$ 30,606.28	\$ 10,202.08	\$ 91,818.72	\$ 0.00	100.00	
1300	SALARIES - PART TIME	\$ 0.00	\$ 0.00	\$ 210.00	\$ 1,800.00	\$ 1,800.00-	100.00	
2100	FICA	\$ 9,366.00	\$ 2,188.52	\$ 745.55	\$ 6,703.09	\$ 474.39	94.93	
2210	VSRS - PLANS 1 AND 2	\$ 14,862.00	\$ 3,715.54	\$ 1,238.54	\$ 11,146.86	\$ 0.40-	100.00	
2300	HOSPITAL/MEDICAL PLANS	\$ 14,208.00	\$ 3,626.56	\$ 1,183.99	\$ 10,655.91	\$ 74.47-	100.52	
2400	LIFE INSURANCE	\$ 1,457.00	\$ 364.16	\$ 121.41	\$ 1,092.69	\$ 0.15	99.99	
2700	WORKER'S COMPENSATION	\$ 115.00	\$ 0.00	\$ 0.00	\$ 103.29	\$ 11.71	89.82	
3100	PROFESSIONAL SERVICES	\$ 22,000.00	\$ 1,500.00	\$ 200.00	\$ 5,507.00	\$ 14,993.00	31.85	
3320	MAINTENANCE SERVICE CONTRACT	\$ 40,000.00	\$ 5,566.19	\$ 1,250.52	\$ 39,521.81	\$ 5,088.00-	112.72	
5210	POSTAL SERVICES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 4.99	\$ 95.01	4.99	
5230	TELECOMMUNICATIONS	\$ 35,000.00	\$ 3,603.88	\$ 2,215.91	\$ 32,853.20	\$ 1,457.08-	104.16	
5410	LEASE OF EQUIPMENT	\$ 0.00	\$ 516.00	\$ 516.00	\$ 1,548.00	\$ 2,064.00-	100.00	
5540	TRAVEL CONVENTION & EDUCATION	\$ 500.00	\$ 0.00	\$ 0.00	\$ 112.97	\$ 387.03	22.59	
6001	OFFICE SUPPLIES	\$ 1,500.00	\$ 0.00	\$ 72.50	\$ 288.86	\$ 1,211.14	19.26	
8207	BDP EQUIPMENT ADDITIONS	\$ 18,000.00	\$ 9,750.00	\$ 522.00	\$ 5,666.95	\$ 2,583.05	85.65	
12510	DATA PROCESSING	\$ 279,533.00	\$ 61,437.13	\$ 18,478.50	\$ 208,824.34	\$ 9,271.53	96.68	
1300	FUNC 13100 ELECTORAL BOARD AND OFFICIALS SALARIES - PART TIME	\$ 6,014.00	\$ 0.00	\$ 0.00	\$ 4,114.28	\$ 1,899.72	68.41	
2100	FICA	\$ 461.00	\$ 0.00	\$ 0.00	\$ 314.73	\$ 146.27	68.27	
3000	PURCHASED SERVICES	\$ 5,300.00	\$ 0.00	\$ 697.23	\$ 3,476.36	\$ 1,823.64	65.59	
3160	BOARD MEMBER FEES	\$ 7,975.00	\$ 0.00	\$ 0.00	\$ 4,637.32	\$ 3,337.68	58.15	
3320	MAINTENANCE SERVICE CONTRACT	\$ 5,000.00	\$ 0.00	\$ 0.00	\$ 4,701.86	\$ 298.14	94.04	
3500	PRINTING AND BINDING	\$ 2,576.00	\$ 0.00	\$ 100.30	\$ 348.69	\$ 2,227.31	13.54	
3600	ADVERTISING	\$ 340.00	\$ 0.00	\$ 0.00	\$ 115.60	\$ 224.40	34.00	
5210	POSTAL SERVICES	\$ 1,500.00	\$ 0.00	\$ 196.13	\$ 933.33	\$ 566.67	62.22	
5400	LEASES AND RENTALS	\$ 1,050.00	\$ 0.00	\$ 0.00	\$ 525.00	\$ 525.00	50.00	

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5510	TRAVEL MILEAGE	\$ 350.00	\$ 0.00	\$ 0.00	\$ 157.55	\$ 192.45	45.01
5540	TRAVEL CONVENTION & EDUCATION	\$ 600.00	\$ 0.00	\$ 0.00	\$ 594.68	\$ 5.32	99.11
5810	DUES,SUBSCRIPTIONS & MEMBERSHIPS	\$ 150.00	\$ 0.00	\$ 0.00	\$ 125.00	\$ 25.00	83.33
6000	MATERIAL AND SUPPLIES	\$ 1,670.00	\$ 0.00	\$ 0.00	\$ 681.73	\$ 988.27	40.82
8201	MACHINERY & EQUIPMENT	\$ 2,184.00	\$ 0.00	\$ 0.00	\$ 2,184.00	\$ 0.00	100.00
13100	ELECTORAL BOARD AND OFFICIALS	\$ 35,170.00	\$ 0.00	\$ 993.66	\$ 22,910.13	\$ 12,259.87	65.14
	FUNC 13200 REGISTRAR						
1100	SALARIES - REGULAR	\$ 46,783.00	\$ 11,707.98	\$ 3,902.67	\$ 35,015.61	\$ 59.41	99.87
1300	SALARIES - PART TIME	\$ 8,840.00	\$ 0.00	\$ 489.13	\$ 5,414.40	\$ 3,425.60	61.25
2100	FICA	\$ 4,256.00	\$ 900.01	\$ 337.42	\$ 3,105.84	\$ 250.15	94.12
2210	VSRS - PLANS 1 AND 2	\$ 5,679.00	\$ 1,421.38	\$ 473.78	\$ 4,250.86	\$ 6.76	99.88
2400	LIFE INSURANCE	\$ 557.00	\$ 139.34	\$ 46.44	\$ 416.67	\$ 0.99	99.82
2700	WORKER'S COMPENSATION	\$ 50.00	\$ 0.00	\$ 0.00	\$ 35.67	\$ 14.33	71.34
3310	REPAIR & MAINTENANCE	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00
3320	MAINTENANCE & SERVICE CONTRACT	\$ 180.00	\$ 133.55	\$ 19.00	\$ 70.45	\$ 24.00-	113.33
5230	TELECOMMUNICATIONS	\$ 900.00	\$ 222.02	\$ 51.72	\$ 426.47	\$ 251.51	72.05
5510	TRAVEL MILEAGE	\$ 150.00	\$ 0.00	\$ 0.00	\$ 208.99	\$ 58.99-	139.33
5540	TRAVEL CONVENTION & EDUCATION	\$ 850.00	\$ 0.00	\$ 0.00	\$ 901.75	\$ 51.75-	106.09
5810	DUES,SUBSCRIPTIONS & MEMBERSHIPS	\$ 150.00	\$ 0.00	\$ 0.00	\$ 140.00	\$ 10.00	93.33
6001	OFFICE SUPPLIES	\$ 725.00	\$ 0.00	\$ 8.78	\$ 306.22	\$ 418.78	42.24
13200	REGISTRAR	\$ 69,320.00	\$ 14,524.28	\$ 5,328.94	\$ 50,292.93	\$ 4,502.79	93.50
	FUNC 21100 CIRCUIT COURT						
5841	COMPENSATION OF JURORS	\$ 1,800.00	\$ 0.00	\$ 0.00	\$ 510.00	\$ 1,290.00	28.33
5842	JURY COMMISSIONERS	\$ 180.00	\$ 0.00	\$ 0.00	\$ 180.00	\$ 0.00	100.00
7001	SHARED COURT SERVICES	\$ 9,500.00	\$ 0.00	\$ 0.00	\$ 9,441.06	\$ 58.94	99.38
21100	CIRCUIT COURT	\$ 11,480.00	\$ 0.00	\$ 0.00	\$ 10,131.06	\$ 1,348.94	88.25
	FUNC 21200 GENERAL DISTRICT COURT						
3150	LEGAL	\$ 0.00	\$ 0.00	\$ 0.00	\$ 885.25	\$ 885.25-	100.00
3320	MAINTENANCE SERVICE CONTRACT	\$ 0.00	\$ 96.65	\$ 0.00	\$ 143.35	\$ 240.00-	100.00
5210	POSTAL SERVICES	\$ 980.00	\$ 652.00	\$ 0.00	\$ 430.00	\$ 102.00-	110.41
5230	TELECOMMUNICATIONS	\$ 1,900.00	\$ 0.00	\$ 154.74	\$ 1,898.30	\$ 1.70	99.91
6001	OFFICE SUPPLIES	\$ 1,200.00	\$ 0.00	\$ 234.35	\$ 586.99	\$ 613.01	48.92
6012	SUPPLIES - BOOKS AND SUBSCRIPTI	\$ 600.00	\$ 0.00	\$ 0.00	\$ 137.34	\$ 462.66	22.89
21200	GENERAL DISTRICT COURT	\$ 4,680.00	\$ 748.65	\$ 389.09	\$ 4,081.23	\$ 149.88-	103.20
	FUNC 21300 MAGISTRATE						
5230	TELECOMMUNICATIONS	\$ 400.00	\$ 0.00	\$ 25.13	\$ 85.51	\$ 314.49	21.38
	FUNC 21500 JUVENILE & DOMESTIC RELATIONS OFFICE						
3320	MAINTENANCE SERVICE CONTRACT	\$ 421.00	\$ 392.03	\$ 0.00	\$ 257.97	\$ 229.00-	154.39
5210	POSTAL SERVICES	\$ 450.00	\$ 372.00	\$ 93.00	\$ 379.00	\$ 301.00-	166.89
5230	TELECOMMUNICATIONS	\$ 700.00	\$ 0.00	\$ 48.11	\$ 402.39	\$ 297.61	57.48
5810	DUES,SUBSCRIPTIONS & MEMBERSHIPS	\$ 100.00	\$ 0.00	\$ 0.00	\$ 40.00	\$ 60.00	40.00
6001	OFFICE SUPPLIES	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 385.38	\$ 614.62	38.54
21500	JUVENILE & DOMESTIC RELATIONS OF	\$ 2,671.00	\$ 764.03	\$ 141.11	\$ 1,464.74	\$ 442.23	83.44
	FUNC 21600 CLERK OF THE CIRCUIT COURT						
1100	SALARIES - REGULAR	\$ 165,828.00	\$ 41,456.73	\$ 13,818.91	\$ 124,163.21	\$ 208.06	99.87
2100	FICA	\$ 12,686.00	\$ 3,214.99	\$ 1,071.67	\$ 9,628.25	\$ 157.24-	101.24
2210	VSRS - PLANS 1 AND 2	\$ 20,132.00	\$ 5,032.89	\$ 1,677.61	\$ 15,073.37	\$ 25.74	99.87
2300	HEALTH INSURANCE BENEFITS	\$ 10,960.00	\$ 2,797.44	\$ 913.30	\$ 8,219.70	\$ 57.14-	100.52
2400	LIFE INSURANCE	\$ 1,973.00	\$ 493.37	\$ 164.44	\$ 1,477.50	\$ 2.13	99.89
2700	WORKER'S COMPENSATION	\$ 155.00	\$ 0.00	\$ 0.00	\$ 127.96	\$ 27.04	82.55
3100	PROFESSIONAL SERVICES	\$ 13,700.00	\$ 0.00	\$ 0.00	\$ 3,473.66	\$ 10,226.34	25.36
3320	MAINTENANCE SERVICE CONTRACT	\$ 900.00	\$ 487.00	\$ 0.00	\$ 486.00	\$ 73.00-	108.11
3500	PRINTING AND BINDING	\$ 300.00	\$ 0.00	\$ 0.00	\$ 300.00	\$ 0.00	100.00
3510	MICROFILMING	\$ 7,000.00	\$ 0.00	\$ 339.58	\$ 4,639.59	\$ 2,360.41	66.28
5210	POSTAL SERVICES	\$ 2,800.00	\$ 0.00	\$ 177.46	\$ 1,375.69	\$ 1,424.31	49.13
5230	TELECOMMUNICATIONS	\$ 900.00	\$ 0.00	\$ 75.83	\$ 583.81	\$ 316.19	64.87

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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	Expenditures MARCH	Expenditures Year-to-Date	Available Balance	Percent Used	
6001	OFFICE SUPPLIES	\$ 6,500.00	\$ 0.00	\$ 576.02	\$ 576.02	\$ 5,504.09	\$ 995.91	84.68	
21600	CLERK OF THE CIRCUIT COURT	\$ 243,834.00	\$ 53,482.42	\$ 18,814.82	\$ 18,814.82	\$ 175,052.83	\$ 15,298.75	93.73	
	FUNC 21900 VICTIM/WITNESS PROGRAM								
1300	SALARIES - PART TIME	\$ 28,965.00	\$ 7,241.26	\$ 2,413.75	\$ 2,413.75	\$ 21,723.75	\$ 0.01-	100.00	
2100	FICA	\$ 2,217.00	\$ 547.16	\$ 182.42	\$ 182.42	\$ 1,641.78	\$ 28.06	98.73	
2210	VSRS - PLANS 1 AND 2	\$ 3,516.00	\$ 879.08	\$ 293.03	\$ 293.03	\$ 2,637.27	\$ 0.35-	100.01	
2300	Health Insurance	\$ 5,177.00	\$ 1,398.72	\$ 456.65	\$ 456.65	\$ 4,109.85	\$ 331.57-	106.40	
2400	LIFE INSURANCE	\$ 345.00	\$ 111.02	\$ 37.02	\$ 37.02	\$ 333.18	\$ 99.20-	128.75	
2700	WORKER'S COMPENSATION	\$ 40.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 29.24	\$ 10.76	73.10	
5230	TELECOMMUNICATIONS	\$ 0.00	\$ 0.00	\$ 11.71	\$ 11.71	\$ 114.72	\$ 114.72-	100.00	
21900	VICTIM/WITNESS PROGRAM	\$ 40,260.00	\$ 10,177.24	\$ 3,394.58	\$ 3,394.58	\$ 30,589.79	\$ 507.03-	101.26	
	FUNC 21930 BLUE RIDGE LEGAL SERVICES								
5699	CIVIC CONTRIBUTIONS	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,500.00	\$ 0.00	100.00	
	FUNC 21940 REGIONAL COURT SERVICES								
5699	CIVIC CONTRIBUTIONS	\$ 3,759.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,759.00	\$ 0.00	100.00	
	FUNC 22100 COMMONWEALTH'S ATTORNEY								
1100	SALARIES - REGULAR	\$ 188,734.00	\$ 47,183.75	\$ 15,727.90	\$ 15,727.90	\$ 139,135.39	\$ 2,414.86	98.72	
1300	SALARIES - PART TIME	\$ 12,300.00	\$ 0.00	\$ 968.00	\$ 968.00	\$ 9,392.00	\$ 2,908.00	76.36	
2100	FICA	\$ 15,379.00	\$ 4,124.86	\$ 1,448.89	\$ 1,448.89	\$ 12,135.69	\$ 881.55-	105.73	
2210	VSRS - PLANS 1 AND 2	\$ 21,343.00	\$ 5,364.93	\$ 1,788.30	\$ 1,788.30	\$ 16,063.05	\$ 84.98-	100.40	
2300	HEALTH INSURANCE BENEFITS	\$ 10,863.00	\$ 2,797.44	\$ 913.30	\$ 913.30	\$ 8,219.70	\$ 154.14-	101.42	
2400	LIFE INSURANCE	\$ 2,092.00	\$ 525.85	\$ 175.30	\$ 175.30	\$ 1,574.59	\$ 8.44-	100.40	
2700	WORKER'S COMPENSATION	\$ 180.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 157.58	\$ 22.42	87.54	
3320	MAINTENANCE SERVICE CONTRACT	\$ 750.00	\$ 128.80	\$ 0.00	\$ 0.00	\$ 255.60	\$ 365.60	51.25	
5210	POSTAL SERVICES	\$ 1,100.00	\$ 0.00	\$ 256.65	\$ 256.65	\$ 683.15	\$ 416.85	62.10	
5230	TELECOMMUNICATIONS	\$ 600.00	\$ 0.00	\$ 19.40	\$ 19.40	\$ 187.13	\$ 412.87	31.19	
5540	TRAVEL CONVENTION & EDUCATION	\$ 3,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,500.00	0.00	
5549	WITNESS TRAVEL EXPENDITURES	\$ 800.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 800.00	0.00	
5810	DUES,SUBSCRIPTIONS & MEMBERSHIPS	\$ 800.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 270.00	\$ 530.00	33.75	
6001	OFFICE SUPPLIES	\$ 1,500.00	\$ 0.00	\$ 228.05	\$ 228.05	\$ 1,016.09	\$ 483.91	67.74	
6012	SUPPLIES - BOOKS AND SUBSCRIPTI	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 662.70	\$ 337.30	66.27	
8202	FURNITURE & FIXTURES ADDITIONS	\$ 1,550.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,550.00	0.00	
22100	COMMONWEALTH'S ATTORNEY	\$ 262,491.00	\$ 60,125.63	\$ 21,525.79	\$ 21,525.79	\$ 189,752.67	\$ 12,612.70	95.19	
	FUNC 31200 SHERIFF								
1100	SALARIES - REGULAR	\$ 1,027,965.00	\$ 255,094.50	\$ 85,049.35	\$ 85,049.35	\$ 739,034.86	\$ 33,835.64	96.71	
1300	SALARIES - PART TIME	\$ 20,000.00	\$ 0.00	\$ 1,637.95	\$ 1,637.95	\$ 14,417.23	\$ 5,582.77	72.09	
2100	FICA	\$ 80,275.00	\$ 17,970.46	\$ 6,121.15	\$ 6,121.15	\$ 53,258.16	\$ 9,046.38	88.73	
2210	VSRS - PLANS 1 AND 2	\$ 125,977.00	\$ 30,968.48	\$ 10,322.82	\$ 10,322.82	\$ 89,391.34	\$ 5,617.18	95.54	
2300	HEALTH INSURANCE BENEFITS	\$ 124,543.00	\$ 33,462.07	\$ 10,924.62	\$ 10,924.62	\$ 94,684.88	\$ 3,603.95-	102.89	
2400	LIFE INSURANCE	\$ 12,360.00	\$ 3,035.65	\$ 1,011.86	\$ 1,011.86	\$ 8,762.26	\$ 562.09	95.45	
2700	WORKER'S COMPENSATION	\$ 11,800.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 11,467.68	\$ 332.32	97.18	
2860	LINE OF DUTY BENEFITS	\$ 7,100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 6,834.32	\$ 265.68	96.26	
3100	PROFESSIONAL SERVICES	\$ 7,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 899.27	\$ 6,100.73	12.85	
3310	REPAIR & MAINTENANCE	\$ 9,000.00	\$ 5,424.00	\$ 1,127.75	\$ 1,127.75	\$ 7,417.71	\$ 3,841.71-	142.69	
3320	MAINTENANCE SERVICE CONTRACT	\$ 18,390.00	\$ 3,373.84	\$ 0.00	\$ 0.00	\$ 29,384.41	\$ 14,368.25-	178.13	
3350	INSURED REPAIRS	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00	
5210	POSTAL SERVICES	\$ 2,000.00	\$ 0.00	\$ 136.85	\$ 136.85	\$ 1,523.71	\$ 476.29	76.19	
5230	TELECOMMUNICATIONS	\$ 12,000.00	\$ 6,206.46	\$ 1,345.71	\$ 1,345.71	\$ 11,123.70	\$ 5,330.16-	144.42	
5305	MOTOR VEHICLE INSURANCE	\$ 13,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 13,338.00	\$ 338.00-	102.60	
5530	TRAVEL SUBSISTANCE & LODGING	\$ 7,000.00	\$ 0.00	\$ 704.55	\$ 704.55	\$ 4,550.83	\$ 2,449.17	65.01	
5540	TRAVEL CONVENTION & EDUCATION	\$ 2,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,911.17	\$ 411.17-	116.45	
5800	MISCELLANEOUS CHARGES	\$ 1,000.00	\$ 0.00	\$ 29.85	\$ 29.85	\$ 142.85	\$ 857.15	14.29	
5810	DUES,SUBSCRIPTIONS & MEMBERSHIPS	\$ 2,500.00	\$ 0.00	\$ 35.00	\$ 35.00	\$ 2,226.00	\$ 274.00	89.04	
6001	OFFICE SUPPLIES	\$ 4,000.00	\$ 0.00	\$ 1,150.42	\$ 1,150.42	\$ 7,685.78	\$ 3,685.78-	192.14	
6007	REPAIR AND MAINTENANCE SUPPLIES	\$ 33,900.00	\$ 3,315.09	\$ 1,784.39	\$ 1,784.39	\$ 12,039.37	\$ 18,545.54	45.29	
6008	VEHICLE AND EQUIPMENT FUEL	\$ 75,000.00	\$ 0.00	\$ 4,975.57	\$ 4,975.57	\$ 46,021.29	\$ 28,978.71	61.36	
6010	POLICE SUPPLIES	\$ 5,500.00	\$ 0.00	\$ 242.23	\$ 242.23	\$ 2,517.51	\$ 2,982.49	45.77	
6011	UNIFORM AND WEARING APPAREL	\$ 6,500.00	\$ 0.00	\$ 199.70	\$ 199.70	\$ 3,354.15	\$ 3,145.85	51.60	
6017	SUPPLIES - AMMUNITION	\$ 9,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 8,977.03	\$ 22.97	99.74	

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6024	INSURED REPAIRS	\$ 11,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 11,000.00	0.00
31200	SHERIFF	\$ 1,629,810.00	\$ 358,850.55	\$ 126,799.77	\$ 1,171,963.51	\$ 98,995.94	93.93
FUNC 31210 CRIMINAL JUSTICE TRAINING CENTER							
5699	CIVIC CONTRIBUTIONS	\$ 16,000.00	\$ 0.00	\$ 0.00	\$ 13,447.50	\$ 2,552.50	84.05
FUNC 31220 DRUG TASK FORCE							
5699	CIVIC CONTRIBUTIONS	\$ 12,500.00	\$ 0.00	\$ 0.00	\$ 4,702.66	\$ 7,797.34	37.62
FUNC 32100 EMERGENCY MEDICAL SERVICES							
1100	SALARIES - REGULAR	\$ 257,022.00	\$ 49,814.42	\$ 19,899.26	\$ 194,203.65	\$ 13,003.93	94.94
1300	SALARIES - PART TIME	\$ 43,000.00	\$ 0.00	\$ 1,242.00	\$ 17,907.00	\$ 25,093.00	41.64
2100	FICA	\$ 21,037.00	\$ 3,321.52	\$ 1,447.76	\$ 14,704.31	\$ 3,011.17	85.69
2210	VSRS - PLANS 1 AND 2	\$ 22,924.00	\$ 5,729.49	\$ 1,910.30	\$ 17,192.70	\$ 1.81	99.99
2300	HEALTH INSURANCE BENEFITS	\$ 33,820.00	\$ 8,632.61	\$ 2,818.35	\$ 25,365.15	\$ 177.76	100.53
2400	LIFE INSURANCE	\$ 2,247.00	\$ 561.68	\$ 187.24	\$ 1,685.16	\$ 0.16	99.99
2700	WORKER'S COMPENSATION	\$ 15,000.00	\$ 0.00	\$ 0.00	\$ 12,185.39	\$ 2,814.61	81.24
2860	LINE OF DUTY BENEFITS	\$ 2,160.00	\$ 0.00	\$ 0.00	\$ 2,278.26	\$ 118.26	105.48
5230	TELECOMMUNICATIONS	\$ 800.00	\$ 0.00	\$ 47.39	\$ 380.26	\$ 419.74	47.53
5540	TRAVEL CONVENTION & EDUCATION	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
6001	OFFICE SUPPLIES	\$ 400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	0.00
6008	VEHICLE AND EQUIPMENT FUEL	\$ 1,500.00	\$ 0.00	\$ 99.84	\$ 673.71	\$ 826.29	44.91
6011	UNIFORM AND WEARING APPAREL	\$ 1,100.00	\$ 0.00	\$ 46.40	\$ 275.20	\$ 824.80	25.02
32100	EMERGENCY MEDICAL SERVICES	\$ 401,110.00	\$ 68,059.72	\$ 27,698.54	\$ 286,850.79	\$ 46,199.49	88.48
FUNC 32200 VOLUNTEER FIRE COMPANIES							
5697	TWO FOR LIFE DISTRIBUTION	\$ 15,541.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 15,541.00	0.00
5698	FIRE PROGRAMS DISTRIBUTION	\$ 25,666.00	\$ 0.00	\$ 0.00	\$ 26,410.00	\$ 744.00	102.90
5699	CIVIC CONTRIBUTIONS	\$ 20,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 20,000.00	0.00
32200	VOLUNTEER FIRE COMPANIES	\$ 61,207.00	\$ 0.00	\$ 0.00	\$ 26,410.00	\$ 34,797.00	43.15
FUNC 32201 BLUE RIDGE VOLUNTEER FIRE COMPANY							
2860	LINE OF DUTY BENEFITS	\$ 1,900.00	\$ 0.00	\$ 0.00	\$ 1,495.00	\$ 405.00	78.68
5699	CIVIC CONTRIBUTIONS	\$ 50,000.00	\$ 0.00	\$ 0.00	\$ 37,500.00	\$ 12,500.00	75.00
32201	BLUE RIDGE VOLUNTEER FIRE COMPAN	\$ 51,900.00	\$ 0.00	\$ 0.00	\$ 38,995.00	\$ 12,905.00	75.13
FUNC 32202 BOYCE VOLUNTEER FIRE COMPANY							
2860	LINE OF DUTY BENEFITS	\$ 2,900.00	\$ 0.00	\$ 0.00	\$ 2,384.42	\$ 515.58	82.22
5699	CIVIC CONTRIBUTIONS	\$ 50,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 50,000.00	0.00
32202	BOYCE VOLUNTEER FIRE COMPANY	\$ 52,900.00	\$ 0.00	\$ 0.00	\$ 2,384.42	\$ 50,515.58	4.51
FUNC 32203 ENDERS VOLUNTEER FIRE COMPANY							
2860	LINE OF DUTY BENEFITS	\$ 4,000.00	\$ 0.00	\$ 0.00	\$ 3,445.00	\$ 555.00	86.12
5699	CIVIC CONTRIBUTIONS	\$ 75,000.00	\$ 0.00	\$ 0.00	\$ 56,250.00	\$ 18,750.00	75.00
32203	ENDERS VOLUNTEER FIRE COMPANY	\$ 79,000.00	\$ 0.00	\$ 0.00	\$ 59,695.00	\$ 19,305.00	75.56
FUNC 32300 LORD FAIRFAX EMERGENCY MEDICAL							
5699	CIVIC CONTRIBUTIONS	\$ 4,929.00	\$ 0.00	\$ 0.00	\$ 4,929.00	\$ 0.00	100.00
FUNC 32400 FORESTRY SERVICE							
5699	CIVIC CONTRIBUTIONS	\$ 2,712.00	\$ 0.00	\$ 0.00	\$ 2,711.52	\$ 0.48	99.98
FUNC 33100 REGIONAL JAIL							
7000	JOINT OPERATIONS	\$ 577,987.00	\$ 0.00	\$ 135,719.75	\$ 542,879.00	\$ 35,108.00	93.93
FUNC 33200 JUVENILE DETENTION							
3840	PURCHASED SERVICES - DETENTION C	\$ 57,904.00	\$ 0.00	\$ 0.00	\$ 28,952.24	\$ 28,951.76	50.00
FUNC 33300 PROBATION OFFICE							
5210	POSTAL SERVICES	\$ 125.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 125.00	0.00
5230	TELECOMMUNICATIONS	\$ 500.00	\$ 0.00	\$ 7.88	\$ 112.06	\$ 387.94	22.41

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6001	OFFICE SUPPLIES	\$ 300.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 300.00	0.00
33300	PROBATION OFFICE	\$ 925.00	\$ 0.00	\$ 7.88	\$ 112.06	\$ 812.94	12.11
	FUNC 34100 BUILDING INSPECTIONS						
1100	SALARIES - REGULAR	\$ 98,455.00	\$ 24,613.78	\$ 8,204.58	\$ 73,841.22	\$ 0.00	100.00
2100	FICA	\$ 7,531.00	\$ 1,701.57	\$ 567.17	\$ 5,104.53	\$ 724.90	90.37
2210	VSRS - PLANS 1 AND 2	\$ 11,952.00	\$ 2,988.16	\$ 996.03	\$ 8,964.27	\$ 0.43	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 11,952.00	\$ 3,050.87	\$ 996.04	\$ 8,964.36	\$ 63.23	100.53
2400	LIFE INSURANCE	\$ 1,172.00	\$ 292.85	\$ 97.64	\$ 878.76	\$ 0.39	99.97
2700	WORKER'S COMPENSATION	\$ 1,100.00	\$ 0.00	\$ 0.00	\$ 1,012.69	\$ 87.31	92.06
3320	MAINTENANCE SERVICE CONTRACT	\$ 1,900.00	\$ 111.96	\$ 0.00	\$ 1,502.17	\$ 285.87	84.95
3500	PRINTING AND BINDING	\$ 600.00	\$ 0.00	\$ 0.00	\$ 143.90	\$ 456.10	23.98
5210	POSTAL SERVICES	\$ 150.00	\$ 0.00	\$ 16.10	\$ 110.27	\$ 39.73	73.51
5230	TELECOMMUNICATIONS	\$ 900.00	\$ 198.54	\$ 24.01	\$ 275.38	\$ 426.08	52.66
5510	TRAVEL MILEAGE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 136.17	\$ 136.17	100.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	0.00
5810	DUES,SUBSCRIPTIONS & MEMBERSHIPS	\$ 400.00	\$ 0.00	\$ 204.00	\$ 274.00	\$ 126.00	68.50
6001	OFFICE SUPPLIES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 637.00	\$ 137.00	127.40
6008	VEHICLE AND EQUIPMENT FUEL	\$ 2,500.00	\$ 0.00	\$ 95.68	\$ 1,445.44	\$ 1,054.56	57.82
6012	SUPPLIES - BOOKS AND SUBSCRIPTI	\$ 500.00	\$ 0.00	\$ 0.00	\$ 28.00	\$ 472.00	5.60
8201	MACHINERY & EQUIPMENT	\$ 0.00	\$ 29.87	\$ 0.00	\$ 0.00	\$ 29.87	100.00
34100	BUILDING INSPECTIONS	\$ 140,012.00	\$ 32,987.60	\$ 11,201.25	\$ 103,318.16	\$ 3,706.24	97.35
	FUNC 35100 ANIMAL CONTROL						
1100	SALARIES - REGULAR	\$ 35,845.00	\$ 8,961.28	\$ 2,987.08	\$ 26,883.72	\$ 0.00	100.00
1300	SALARIES - PART TIME	\$ 18,000.00	\$ 0.00	\$ 1,321.60	\$ 12,769.96	\$ 5,230.04	70.94
2100	FICA	\$ 4,119.00	\$ 572.88	\$ 292.08	\$ 2,695.73	\$ 850.39	79.35
2210	VSRS - PLANS 1 AND 2	\$ 4,352.00	\$ 1,087.91	\$ 362.63	\$ 3,263.67	\$ 0.42	99.99
2300	HEALTH INSURANCE BENEFITS	\$ 5,976.00	\$ 1,525.44	\$ 498.02	\$ 4,482.18	\$ 31.62	100.53
2400	LIFE INSURANCE	\$ 427.00	\$ 106.61	\$ 35.55	\$ 319.95	\$ 0.44	99.90
2700	WORKER'S COMPENSATION	\$ 600.00	\$ 0.00	\$ 0.00	\$ 566.87	\$ 33.13	94.48
3100	PROFESSIONAL SERVICES	\$ 12,204.00	\$ 0.00	\$ 247.39	\$ 5,092.95	\$ 7,111.05	41.73
3310	REPAIR & MAINTENANCE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 15.21	\$ 15.21	100.00
3500	PRINTING AND BINDING	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
5210	POSTAL SERVICES	\$ 50.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 50.00	0.00
5230	TELECOMMUNICATIONS	\$ 1,500.00	\$ 55.50	\$ 48.35	\$ 483.32	\$ 961.18	35.92
5510	TRAVEL MILEAGE	\$ 350.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 350.00	0.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 647.98	\$ 352.02	64.80
5810	DUES,SUBSCRIPTIONS & MEMBERSHIPS	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
6001	OFFICE SUPPLIES	\$ 150.00	\$ 0.00	\$ 10.00	\$ 59.70	\$ 90.30	39.80
6004	MEDICAL AND LABORATORY SUPPLIES	\$ 1,500.00	\$ 0.00	\$ 264.76	\$ 1,614.77	\$ 114.77	107.65
6005	LAUNDRY, HOUSEKEEPING, & JANITOR	\$ 0.00	\$ 0.00	\$ 0.00	\$ 116.82	\$ 116.82	100.00
6008	VEHICLE AND EQUIPMENT FUEL	\$ 848.00	\$ 0.00	\$ 129.54	\$ 1,090.29	\$ 242.29	128.57
6011	UNIFORM AND WEARING APPAREL	\$ 400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	0.00
6014	OTHER OPERATING SUPPLIES	\$ 5,000.00	\$ 42.56	\$ 0.00	\$ 1,427.47	\$ 3,529.97	29.40
35100	ANIMAL CONTROL	\$ 92,521.00	\$ 12,352.18	\$ 6,197.00	\$ 61,530.59	\$ 18,638.23	79.86
	FUNC 35300 MEDICAL EXAMINER & INDIGENT BURIAL						
3100	PROFESSIONAL SERVICES	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 20.00	\$ 980.00	2.00
	FUNC 35600 COMMUNICATIONS						
1100	SALARIES - REGULAR	\$ 208,523.00	\$ 51,652.49	\$ 17,217.51	\$ 154,761.39	\$ 2,109.12	98.99
2100	FICA	\$ 15,953.00	\$ 3,854.55	\$ 1,284.89	\$ 11,984.27	\$ 114.18	99.28
2210	VSRS - PLANS 1 AND 2	\$ 25,315.00	\$ 5,383.00	\$ 1,794.33	\$ 18,336.16	\$ 1,595.84	93.70
2220	VSRS - HYBRID PLAN	\$ 0.00	\$ 887.62	\$ 295.87	\$ 591.74	\$ 1,479.36	100.00
2300	Health Insurance Benefits	\$ 33,376.00	\$ 8,392.31	\$ 2,739.90	\$ 24,948.69	\$ 35.00	99.90
2400	Life Insurance	\$ 2,481.00	\$ 614.66	\$ 204.89	\$ 1,855.35	\$ 10.99	99.56
2510	VLDP PLAN - HYBRID	\$ 0.00	\$ 43.14	\$ 14.38	\$ 28.76	\$ 71.90	100.00
2700	WORKER'S COMPENSATION	\$ 200.00	\$ 0.00	\$ 0.00	\$ 163.36	\$ 36.64	81.68
2800	OTHER BENEFITS - ANNUAL LEAVE PA	\$ 0.00	\$ 0.00	\$ 0.00	\$ 8,361.66	\$ 8,361.66	100.00
3000	PURCHASED SERVICES	\$ 0.00	\$ 0.00	\$ 11.06	\$ 137.72	\$ 137.72	100.00
3310	REPAIR & MAINTENANCE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 287.50	\$ 287.50	100.00
3320	MAINTENANCE SERVICE CONTRACT	\$ 62,338.00	\$ 0.00	\$ 0.00	\$ 51,063.16	\$ 11,274.84	81.91
5230	TELECOMMUNICATIONS	\$ 25,250.00	\$ 456.60	\$ 2,020.50	\$ 17,223.15	\$ 7,570.25	70.02

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5420	RENTAL OF BUILDINGS/TOWERS	\$ 27,500.00	\$ 8,280.00	\$ 2,070.00	\$ 21,202.29	\$ 1,982.29	107.21
5540	TRAVEL CONVENTION & EDUCATION	\$ 2,000.00	\$ 0.00	\$ 283.00	\$ 313.79	\$ 1,686.21	15.69
5810	DUES,SUBSCRIPTIONS & MEMBERSHIPS	\$ 300.00	\$ 0.00	\$ 0.00	\$ 230.00	\$ 70.00	76.67
6001	OFFICE SUPPLIES	\$ 1,800.00	\$ 0.00	\$ 0.00	\$ 981.46	\$ 818.54	54.53
6011	UNIFORM AND WEARING APPAREL	\$ 1,200.00	\$ 0.00	\$ 71.60	\$ 1,186.41	\$ 13.59	98.87
6014	OTHER OPERATING SUPPLIES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 41.85	\$ 41.85	100.00
6032	EDUCATIONAL/TRAINING MATERIALS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 520.95	\$ 520.95	100.00
35600	COMMUNICATIONS	\$ 406,236.00	\$ 79,564.37	\$ 28,007.93	\$ 314,219.66	\$ 12,451.97	96.93
	FUNC 42400 REFUSE DISPOSAL						
3840	PURCHASED SERVICES	\$ 168,000.00	\$ 0.00	\$ 4,384.85	\$ 45,637.44	\$ 122,362.56	27.17
	FUNC 42600 LITTER CONTROL PROGRAM						
3000	PURCHASED SERVICES	\$ 0.00	\$ 1,388.40	\$ 310.00	\$ 1,541.60	\$ 2,930.00	100.00
6014	OTHER OPERATING SUPPLIES	\$ 5,817.00	\$ 0.00	\$ 0.00	\$ 150.00	\$ 5,667.00	2.58
42600	LITTER CONTROL PROGRAM	\$ 5,817.00	\$ 1,388.40	\$ 310.00	\$ 1,691.60	\$ 2,737.00	52.95
	FUNC 42700 SANITATION						
3840	PURCHASED SERVICES	\$ 27,500.00	\$ 0.00	\$ 2,264.64	\$ 18,117.12	\$ 9,382.88	65.88
5699	CIVIC CONTRIBUTIONS	\$ 30,000.00	\$ 0.00	\$ 0.00	\$ 30,000.00	\$ 0.00	100.00
42700	SANITATION	\$ 57,500.00	\$ 0.00	\$ 2,264.64	\$ 48,117.12	\$ 9,382.88	83.68
	FUNC 43200 GENERAL PROPERTY MAINTENANCE						
1100	SALARIES - REGULAR	\$ 140,920.00	\$ 35,211.61	\$ 11,737.25	\$ 103,960.58	\$ 1,747.81	98.76
2100	FICA	\$ 10,780.00	\$ 2,419.22	\$ 806.61	\$ 7,213.06	\$ 1,147.72	89.35
2210	VRSR - PLANS 1 AND 2	\$ 16,918.00	\$ 4,227.64	\$ 1,409.21	\$ 12,500.84	\$ 189.52	98.88
2300	HEALTH INSURANCE BENEFITS	\$ 18,463.00	\$ 5,127.85	\$ 1,674.11	\$ 14,276.39	\$ 941.24	105.10
2400	LIFE INSURANCE	\$ 1,677.00	\$ 418.98	\$ 139.68	\$ 1,237.21	\$ 20.81	98.76
2700	WORKER'S COMPENSATION	\$ 4,150.00	\$ 0.00	\$ 0.00	\$ 3,460.23	\$ 689.77	83.38
3100	PROFESSIONAL SERVICES	\$ 400.00	\$ 0.00	\$ 0.00	\$ 183.00	\$ 217.00	45.75
3310	REPAIR & MAINTENANCE	\$ 16,275.00	\$ 5,620.00	\$ 3,319.16	\$ 10,654.28	\$ 0.72	100.00
3320	MAINTENANCE SERVICE CONTRACT	\$ 86,735.00	\$ 30,160.74	\$ 3,973.58	\$ 56,573.97	\$ 0.29	100.00
3600	ADVERTISING	\$ 750.00	\$ 0.00	\$ 143.00	\$ 268.13	\$ 481.87	35.75
5110	ELECTRICAL SERVICES	\$ 4,813.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 4,813.00	0.00
5120	HEATING SERVICES	\$ 2,641.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,641.00	0.00
5130	WATER & SEWER SERVICES	\$ 2,800.00	\$ 0.00	\$ 22.00	\$ 172.30	\$ 2,627.70	6.15
5230	TELECOMMUNICATIONS	\$ 3,900.00	\$ 638.22	\$ 170.03	\$ 1,517.09	\$ 1,744.69	55.26
5301	BOILER INSURANCE	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 3,409.00	\$ 1,409.00	170.45
5302	FIRE INSURANCE	\$ 19,500.00	\$ 0.00	\$ 0.00	\$ 19,688.00	\$ 188.00	100.96
5305	MOTOR VEHICLE INSURANCE	\$ 5,200.00	\$ 0.00	\$ 0.00	\$ 5,643.00	\$ 443.00	108.52
5308	GENERAL LIABILITY INSURANCE	\$ 8,500.00	\$ 0.00	\$ 0.00	\$ 8,513.00	\$ 13.00	100.15
5410	LEASE OF EQUIPMENT	\$ 1,735.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,735.00	0.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 800.00	\$ 0.00	\$ 316.34	\$ 316.34	\$ 483.66	39.54
6003	SUPPLIES - AGRICULTURAL	\$ 750.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 750.00	0.00
6005	LAUNDRY, HOUSEKEEPING, & JANITOR	\$ 15,000.00	\$ 9,176.50	\$ 1,063.16	\$ 5,823.50	\$ 0.00	100.00
6007	REPAIR AND MAINTENANCE SUPPLIES	\$ 15,398.00	\$ 6,099.47	\$ 906.06	\$ 9,298.27	\$ 0.26	100.00
6008	VEHICLE AND EQUIPMENT FUEL	\$ 4,937.00	\$ 0.00	\$ 313.11	\$ 4,614.78	\$ 322.22	93.47
6009	VEHICLE AND EQUIPMENT SUPPLIES	\$ 5,700.00	\$ 0.00	\$ 32.88	\$ 8,098.31	\$ 2,398.31	142.08
6014	OTHER OPERATING SUPPLIES	\$ 500.00	\$ 0.00	\$ 2.25	\$ 42.99	\$ 457.01	8.60
8200	CAPITAL OUTLAY ADDITIONS	\$ 0.00	\$ 8,667.50	\$ 0.00	\$ 0.00	\$ 8,667.50	100.00
8201	MACHINERY & EQUIPMENT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 4,685.44	\$ 4,685.44	100.00
43200	GENERAL PROPERTY MAINTENANCE	\$ 391,242.00	\$ 107,767.73	\$ 26,028.43	\$ 282,149.71	\$ 1,324.56	99.66
	FUNC 43202 101 CHALMERS COURT						
3100	PROFESSIONAL SERVICES	\$ 4,884.00	\$ 0.00	\$ 490.63	\$ 4,883.39	\$ 0.61	99.99
3310	REPAIR & MAINTENANCE	\$ 16,970.00	\$ 3,686.64	\$ 308.17	\$ 13,282.45	\$ 0.91	99.99
3320	MAINTENANCE SERVICE CONTRACTS	\$ 32,268.00	\$ 11,491.64	\$ 2,593.45	\$ 20,777.10	\$ 0.74	100.00
5110	ELECTRICAL SERVICES	\$ 22,235.00	\$ 0.00	\$ 2,318.78	\$ 22,234.45	\$ 0.55	100.00
5120	HEATING SERVICES	\$ 4,058.00	\$ 0.00	\$ 1,217.64	\$ 4,057.67	\$ 0.33	99.99
5130	WATER & SEWER SERVICES	\$ 2,900.00	\$ 0.00	\$ 0.00	\$ 618.26	\$ 2,281.74	21.32
5410	LEASE OF EQUIPMENT	\$ 265.00	\$ 0.00	\$ 0.00	\$ 264.97	\$ 0.03	99.99
6000	MATERIALS AND SUPPLIES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 224.70	\$ 224.70	100.00
6007	REPAIR AND MAINT SUPPLIES	\$ 1,767.00	\$ 629.65	\$ 285.41	\$ 1,137.40	\$ 0.05	100.00

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43202	101 CHALMERS COURT	\$ 85,347.00	\$ 15,807.93	\$ 7,214.08	\$ 67,480.39	\$ 2,058.68	97.59
	FUNC 43205 129 RAMSBURG LN MAINTENANCE DEPT						
3310	REPAIR & MAINTENANCE	\$ 1,854.00	\$ 1,500.00	\$ 0.00	\$ 354.00	\$ 0.00	100.00
3320	MAINTENANCE SERVICE CONTRACTS	\$ 200.00	\$ 0.00	\$ 0.00	\$ 104.50	\$ 95.50	52.25
5110	ELECTRICAL SERVICES	\$ 3,200.00	\$ 0.00	\$ 233.58	\$ 2,071.19	\$ 1,128.81	64.72
5120	HEATING SERVICES	\$ 4,315.00	\$ 0.00	\$ 0.00	\$ 4,314.59	\$ 0.41	99.99
5130	WATER & SEWER SERVICES	\$ 225.00	\$ 0.00	\$ 0.00	\$ 85.00	\$ 140.00	37.78
6007	REPAIR AND MAINT SUPPLIES	\$ 300.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 300.00	0.00
43205	129 RAMSBURG LN MAINTENANCE DEPT	\$ 10,094.00	\$ 1,500.00	\$ 233.58	\$ 6,929.28	\$ 1,664.72	83.51
	FUNC 43206 100 N CHRUCH ST/RADIO TOWER						
3310	REPAIR & MAINTENANCE	\$ 6,976.00	\$ 890.00	\$ 572.00	\$ 6,086.01	\$ 0.01	100.00
3320	MAINTENANCE SERVICE CONTRACTS	\$ 3,424.00	\$ 940.00	\$ 0.00	\$ 2,206.80	\$ 277.20	91.90
5110	ELECTRICAL SERVICES	\$ 10,059.00	\$ 0.00	\$ 975.35	\$ 6,845.31	\$ 3,213.69	68.05
5120	HEATING SERVICES	\$ 3,161.00	\$ 0.00	\$ 967.68	\$ 3,160.89	\$ 0.11	100.00
5130	WATER & SEWER SERVICES	\$ 4,000.00	\$ 0.00	\$ 18.00	\$ 1,690.70	\$ 2,309.30	42.27
6007	REPAIR AND MAINT SUPPLIES	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 965.46	\$ 34.54	96.55
43206	100 N CHRUCH ST/RADIO TOWER	\$ 28,620.00	\$ 1,830.00	\$ 2,533.03	\$ 20,955.17	\$ 5,834.83	79.61
	FUNC 43207 102 N CHRUCH ST						
3310	REPAIR & MAINTENANCE	\$ 6,747.00	\$ 1,372.00	\$ 0.00	\$ 5,375.72	\$ 0.72	100.01
3320	MAINTENANCE SERVICE CONTRACTS	\$ 1,600.00	\$ 0.00	\$ 0.00	\$ 1,567.80	\$ 32.20	97.99
5110	ELECTRICAL SERVICES	\$ 21,000.00	\$ 0.00	\$ 3,295.57	\$ 16,032.68	\$ 4,967.32	76.35
6007	REPAIR AND MAINT SUPPLIES	\$ 883.00	\$ 0.00	\$ 2.29	\$ 458.55	\$ 424.45	51.93
43207	102 N CHRUCH ST	\$ 30,230.00	\$ 1,372.00	\$ 3,297.86	\$ 23,434.75	\$ 5,423.25	82.06
	FUNC 43208 104 N CHURCH/106 N CHURCH ST						
3310	REPAIR & MAINTENANCE	\$ 5,044.00	\$ 3,100.00	\$ 144.00	\$ 1,944.00	\$ 0.00	100.00
3320	MAINTENANCE SERVICE CONTRACTS	\$ 1,800.00	\$ 0.00	\$ 0.00	\$ 1,719.80	\$ 80.20	95.54
5110	ELECTRICAL SERVICES	\$ 7,000.00	\$ 0.00	\$ 700.77	\$ 5,705.34	\$ 1,294.66	81.50
5120	HEATING SERVICES	\$ 3,700.00	\$ 0.00	\$ 1,153.33	\$ 3,473.00	\$ 227.00	93.86
5130	WATER & SEWER SERVICES	\$ 650.00	\$ 0.00	\$ 0.00	\$ 168.35	\$ 481.65	25.90
6007	REPAIR AND MAINT SUPPLIES	\$ 650.00	\$ 0.00	\$ 0.00	\$ 104.62	\$ 545.38	16.10
43208	104 N CHURCH/106 N CHURCH ST	\$ 18,844.00	\$ 3,100.00	\$ 1,998.10	\$ 13,115.11	\$ 2,628.89	86.05
	FUNC 43209 225 RAMSBURG LANE ANIMAL SHELTER						
3310	PROFESSIONAL SERVICES	\$ 3,410.00	\$ 645.00	\$ 0.00	\$ 2,476.80	\$ 288.20	91.55
3320	MAINTENANCE SERVICE CONTRACTS	\$ 580.00	\$ 0.00	\$ 0.00	\$ 513.00	\$ 67.00	88.45
5110	ELECTRICAL SERVICES	\$ 4,800.00	\$ 0.00	\$ 361.51	\$ 3,686.66	\$ 1,113.34	76.81
5120	HEATING SERVICES	\$ 8,179.00	\$ 0.00	\$ 1,359.75	\$ 8,178.65	\$ 0.35	100.00
6007	REPAIR AND MAINT SUPPLIES	\$ 1,000.00	\$ 0.00	\$ 186.05	\$ 603.43	\$ 396.57	60.34
43209	225 RAMSBURG LANE ANIMAL SHELTER	\$ 17,969.00	\$ 645.00	\$ 1,907.31	\$ 15,458.54	\$ 1,865.46	89.62
	FUNC 43210 524 WESTWOOD RD						
3310	REPAIR & MAINTENANCE	\$ 900.00	\$ 0.00	\$ 0.00	\$ 768.00	\$ 132.00	85.33
3320	MAINTENANCE SERVICE CONTRACTS	\$ 242.00	\$ 0.00	\$ 0.00	\$ 190.00	\$ 52.00	78.51
5110	ELECTRICAL SERVICES	\$ 1,900.00	\$ 0.00	\$ 119.44	\$ 930.65	\$ 969.35	48.98
5120	HEATING SERVICES	\$ 1,718.00	\$ 0.00	\$ 0.00	\$ 942.81	\$ 775.19	54.88
6007	REPAIR AND MAINT SUPPLIES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 15.99	\$ 484.01	3.20
43210	524 WESTWOOD RD	\$ 5,260.00	\$ 0.00	\$ 119.44	\$ 2,847.45	\$ 2,412.55	54.13
	FUNC 43211 225 AL SMITH CIR REC CENTER						
3310	REPAIR & MAINTENANCE	\$ 7,000.00	\$ 2,390.00	\$ 2,286.28	\$ 4,375.57	\$ 234.43	96.65
3320	MAINTENANCE SERVICE CONTRACTS	\$ 300.00	\$ 0.00	\$ 0.00	\$ 209.00	\$ 91.00	69.67
5110	ELECTRICAL SERVICES	\$ 18,206.00	\$ 0.00	\$ 1,936.95	\$ 18,205.96	\$ 0.04	100.00
5120	HEATING SERVICES	\$ 3,417.00	\$ 0.00	\$ 1,196.15	\$ 3,416.51	\$ 0.49	99.99
5130	WATER & SEWER SERVICES	\$ 2,700.00	\$ 0.00	\$ 0.00	\$ 1,056.05	\$ 1,643.95	39.11
6007	REPAIR AND MAINT SUPPLIES	\$ 3,000.00	\$ 0.00	\$ 80.73	\$ 2,538.03	\$ 461.97	84.60

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43211	225 AL SMITH CIR REC CENTER	\$ 34,623.00	\$ 2,390.00	\$ 5,500.11	\$ 29,801.12	\$ 2,431.88	92.98
	FUNC 43212 225 AL SMITH CIR PARK OFFICE/GROUNDS						
3310	REPAIR & MAINTENANCE	\$ 7,300.00	\$ 2,644.29	\$ 1,000.00	\$ 4,603.41	\$ 52.30	99.28
5110	ELECTRICAL SERVICES	\$ 7,600.00	\$ 0.00	\$ 255.15	\$ 3,322.10	\$ 4,277.90	43.71
5130	WATER & SEWER SERVICES	\$ 2,800.00	\$ 0.00	\$ 0.00	\$ 1,324.25	\$ 1,475.75	47.29
6007	REPAIR AND MAINT SUPPLIES	\$ 4,000.00	\$ 0.00	\$ 331.48	\$ 3,354.45	\$ 645.55	83.86
43212	225 AL SMITH CIR PARK OFFICE/GRO	\$ 21,700.00	\$ 2,644.29	\$ 1,586.63	\$ 12,604.21	\$ 6,451.50	70.27
	FUNC 43213 225 AL SMITH CIR POOL						
3310	REPAIR & MAINTENANCE	\$ 5,008.00	\$ 669.73	\$ 0.00	\$ 4,337.97	\$ 0.30	99.99
5110	ELECTRICAL SERVICES	\$ 9,500.00	\$ 0.00	\$ 97.84	\$ 3,542.76	\$ 5,957.24	37.29
5130	WATER & SEWER SERVICES	\$ 11,319.00	\$ 0.00	\$ 0.00	\$ 11,319.45	\$ 0.45	100.00
6007	REPAIR AND MAINT SUPPLIES	\$ 4,000.00	\$ 0.00	\$ 0.00	\$ 3,721.96	\$ 278.04	93.05
8200	CAPITAL OUTLAY ADDITIONS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,096.00	\$ 3,096.00	100.00
43213	225 AL SMITH CIR POOL	\$ 29,827.00	\$ 669.73	\$ 97.84	\$ 26,018.14	\$ 3,139.13	89.48
	FUNC 43214 225 AL SMITH CIR BASEBALL						
5110	ELECTRICAL SERVICES	\$ 1,700.00	\$ 0.00	\$ 19.70	\$ 889.86	\$ 810.14	52.34
6007	REPAIR AND MAINT SUPPLIES	\$ 3,000.00	\$ 0.00	\$ 153.71	\$ 2,495.47	\$ 504.53	83.18
43214	225 AL SMITH CIR BASEBALL	\$ 4,700.00	\$ 0.00	\$ 173.41	\$ 3,385.33	\$ 1,314.67	72.03
	FUNC 43215 225 AL SMITH CIR SOCCER						
3310	REPAIR & MAINTENANCE	\$ 614.00	\$ 0.00	\$ 0.00	\$ 436.00	\$ 178.00	71.01
5110	ELECTRICAL SERVICES	\$ 700.00	\$ 0.00	\$ 28.61	\$ 440.77	\$ 259.23	62.97
6007	REPAIR AND MAINT SUPPLIES	\$ 4,000.00	\$ 0.00	\$ 0.00	\$ 3,087.81	\$ 912.19	77.20
43215	225 AL SMITH CIR SOCCER	\$ 5,314.00	\$ 0.00	\$ 28.61	\$ 3,964.58	\$ 1,349.42	74.61
	FUNC 43216 106 N CHRUCH ST (OLD COMM ATTY OFC)						
3320	MAINTENANCE SERVICE CONTRACTS	\$ 120.00	\$ 0.00	\$ 0.00	\$ 120.00	\$ 0.00	100.00
	FUNC 43232 32 E MAIN ST						
3310	REPAIR & MAINTENANCE	\$ 400.00	\$ 0.00	\$ 0.00	\$ 400.00	\$ 0.00	100.00
6007	REPAIR AND MAINT SUPPLIES	\$ 204.00	\$ 0.00	\$ 0.00	\$ 203.90	\$ 0.10	99.95
43232	32 E MAIN ST	\$ 604.00	\$ 0.00	\$ 0.00	\$ 603.90	\$ 0.10	99.98
	FUNC 43236 36 E MAIN ST						
3310	REPAIR & MAINTENANCE	\$ 11,768.00	\$ 5,000.00	\$ 0.00	\$ 6,768.23	\$ 0.23	100.00
3320	MAINTENANCE SERVICE CONTRACTS	\$ 250.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 250.00	0.00
5130	WATER & SEWER SERVICES	\$ 27.00	\$ 0.00	\$ 0.00	\$ 26.46	\$ 0.54	98.00
6007	REPAIR AND MAINT SUPPLIES	\$ 113.00	\$ 0.00	\$ 0.00	\$ 113.17	\$ 0.17	100.15
43236	36 E MAIN ST	\$ 12,158.00	\$ 5,000.00	\$ 0.00	\$ 6,907.86	\$ 250.14	97.94
	FUNC 43237 311 E MAIN ST						
3310	REPAIR & MAINTENANCE	\$ 2,714.00	\$ 1,000.00	\$ 572.00	\$ 1,714.00	\$ 0.00	100.00
3320	MAINTENANCE SERVICE CONTRACTS	\$ 1,800.00	\$ 0.00	\$ 0.00	\$ 1,700.80	\$ 99.20	94.49
5110	ELECTRICAL SERVICES	\$ 8,000.00	\$ 0.00	\$ 1,003.55	\$ 6,379.00	\$ 1,621.00	79.74
5130	WATER & SEWER SERVICES	\$ 850.00	\$ 0.00	\$ 0.00	\$ 501.00	\$ 349.00	58.94
6007	REPAIR AND MAINT SUPPLIES	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 188.60	\$ 811.40	18.86
43237	311 E MAIN ST	\$ 14,364.00	\$ 1,000.00	\$ 1,575.55	\$ 10,483.40	\$ 2,880.60	79.95
	FUNC 51100 LOCAL HEALTH DEPARTMENT						
5610	CIVIC CONTRIBUTIONS	\$ 199,000.00	\$ 0.00	\$ 99,500.00	\$ 149,250.00	\$ 49,750.00	75.00
	FUNC 51200 OUR HEALTH						
5699	CIVIC CONTRIBUTIONS	\$ 4,875.00	\$ 0.00	\$ 0.00	\$ 4,875.00	\$ 0.00	100.00
	FUNC 52500 NORTHWESTERN COMMUNITY SERVICES						
5620	CIVIC CONTRIBUTIONS	\$ 82,000.00	\$ 0.00	\$ 0.00	\$ 61,500.00	\$ 20,500.00	75.00

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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For MARCH	Expenditures Year-to-Date	Available Balance	Percent Used
5699	FUNC 52800 CONCERN HOTLINE CIVIC CONTRIBUTIONS	\$ 750.00	\$ 0.00	\$ 0.00	\$ 750.00	\$ 0.00	100.00
5699	FUNC 52900 NW WORKS CIVIC CONTRIBUTIONS	\$ 750.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 750.00	0.00
5699	FUNC 53230 SHENANDOAH AREA AGENCY ON AGING CIVIC CONTRIBUTIONS	\$ 40,000.00	\$ 0.00	\$ 0.00	\$ 30,000.00	\$ 10,000.00	75.00
5699	FUNC 53240 VIRGINIA REGIONAL TRANSIT CIVIC CONTRIBUTIONS	\$ 17,639.00	\$ 0.00	\$ 0.00	\$ 8,819.50	\$ 8,819.50	50.00
5699	FUNC 53500 THE LAUREL CENTER (SHELTER FOR ABUSED WOMEN) CIVIC CONTRIBUTIONS	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 2,000.00	\$ 0.00	100.00
5699	FUNC 53600 ACCESS INDEPENDENCE CIVIC CONTRIBUTIONS	\$ 750.00	\$ 0.00	\$ 0.00	\$ 750.00	\$ 0.00	100.00
5699	FUNC 69100 LORD FAIRFAX COMMUNITY COLLEGE CIVIC CONTRIBUTIONS	\$ 13,924.00	\$ 0.00	\$ 0.00	\$ 6,962.00	\$ 6,962.00	50.00
	FUNC 71100 PARKS ADMINISTRATION						
1100	SALARIES - REGULAR	\$ 232,243.00	\$ 58,060.78	\$ 19,353.58	\$ 174,182.22	\$ 0.00	100.00
1300	SALARIES - PART TIME	\$ 13,356.00	\$ 0.00	\$ 443.25	\$ 8,636.01	\$ 4,719.99	64.66
2100	FICA	\$ 18,789.00	\$ 3,944.56	\$ 1,349.48	\$ 12,498.63	\$ 2,345.81	87.51
2210	VRS - PLANS 1 AND 2	\$ 28,194.00	\$ 7,048.63	\$ 2,349.52	\$ 21,145.68	\$ 0.31	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 30,648.00	\$ 8,651.83	\$ 2,824.64	\$ 25,421.76	\$ 3,425.59	111.18
2400	LIFE INSURANCE	\$ 2,764.00	\$ 690.81	\$ 230.32	\$ 2,072.88	\$ 0.31	99.99
2700	WORKER'S COMPENSATION	\$ 8,300.00	\$ 0.00	\$ 0.00	\$ 6,578.35	\$ 1,721.65	79.26
3300	PURCHASED SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 21.00	\$ 21.00	100.00
3320	MAINTENANCE SERVICE CONTRACT	\$ 5,072.00	\$ 1,095.99	\$ 118.68	\$ 1,022.58	\$ 2,953.43	41.77
3500	PRINTING AND BINDING	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 95.14	\$ 904.86	9.51
3600	ADVERTISING	\$ 793.00	\$ 0.00	\$ 0.00	\$ 635.00	\$ 158.00	80.08
5210	POSTAL SERVICES	\$ 5,000.00	\$ 1,123.91	\$ 53.63	\$ 2,972.17	\$ 903.92	81.92
5230	TELECOMMUNICATIONS	\$ 2,000.00	\$ 0.00	\$ 68.64	\$ 612.06	\$ 1,387.94	30.60
5400	LEASES AND RENTALS	\$ 530.00	\$ 0.00	\$ 0.00	\$ 590.76	\$ 60.76	111.46
5540	TRAVEL CONVENTION & EDUCATION	\$ 1,274.00	\$ 0.00	\$ 0.00	\$ 1,703.08	\$ 429.08	133.68
5810	DUES, SUBSCRIPTIONS & MEMBERSHIPS	\$ 1,275.00	\$ 0.00	\$ 0.00	\$ 327.00	\$ 948.00	25.65
6001	OFFICE SUPPLIES	\$ 2,500.00	\$ 0.00	\$ 105.16	\$ 1,110.78	\$ 1,389.22	44.43
6003	SUPPLIES - AGRICULTURAL	\$ 600.00	\$ 0.00	\$ 0.00	\$ 49.99	\$ 550.01	8.33
6008	VEHICLE AND EQUIPMENT FUEL	\$ 1,400.00	\$ 0.00	\$ 0.00	\$ 550.49	\$ 849.51	39.32
6011	UNIFORM AND WEARING APPAREL	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 409.65	\$ 590.35	40.97
6014	OTHER OPERATING SUPPLIES	\$ 1,856.00	\$ 0.00	\$ 0.00	\$ 1,361.71	\$ 494.29	73.37
8201	MACHINERY & EQUIPMENT	\$ 8,250.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 8,250.00	0.00
8207	EDP EQUIPMENT ADDITIONS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 8,250.00	\$ 8,250.00	100.00
71100	PARKS ADMINISTRATION	\$ 366,844.00	\$ 80,616.51	\$ 26,896.90	\$ 270,246.94	\$ 15,980.55	95.64
	FUNC 71310 CLARKE COUNTY RECREATION CENTER						
1100	SALARIES - REGULAR	\$ 43,210.00	\$ 10,802.53	\$ 3,600.83	\$ 32,407.47	\$ 0.00	100.00
1300	SALARIES - PART TIME	\$ 25,809.00	\$ 0.00	\$ 1,924.20	\$ 18,904.17	\$ 6,904.83	73.25
2100	FICA	\$ 5,280.00	\$ 817.90	\$ 419.85	\$ 3,899.96	\$ 562.14	89.35
2210	VRS - PLANS 1 AND 2	\$ 5,246.00	\$ 1,311.43	\$ 437.14	\$ 3,934.26	\$ 0.31	99.99
2300	HEALTH INSURANCE BENEFITS	\$ 5,480.00	\$ 1,398.72	\$ 456.65	\$ 4,109.85	\$ 28.57	100.52
2400	LIFE INSURANCE	\$ 514.00	\$ 128.55	\$ 42.85	\$ 385.65	\$ 0.20	100.04
2700	WORKER'S COMPENSATION	\$ 700.00	\$ 0.00	\$ 0.00	\$ 537.91	\$ 162.09	76.84
3600	ADVERTISING	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00
5830	REFUNDS	\$ 200.00	\$ 0.00	\$ 0.00	\$ 251.00	\$ 51.00	125.50
6001	OFFICE SUPPLIES	\$ 50.00	\$ 0.00	\$ 0.00	\$ 3.94	\$ 46.06	7.88
6002	SUPPLIES - FOOD	\$ 820.00	\$ 0.00	\$ 0.00	\$ 226.64	\$ 593.36	27.64
6013	SUPPLIES - EDUCATIONAL AND REC	\$ 2,300.00	\$ 0.00	\$ 54.47	\$ 878.12	\$ 1,421.88	38.18
6014	OTHER OPERATING SUPPLIES	\$ 2,700.00	\$ 0.00	\$ 188.84	\$ 1,455.56	\$ 1,244.44	53.91
6015	MERCHANDISE FOR RESALE	\$ 5,000.00	\$ 0.00	\$ 814.36	\$ 2,170.02	\$ 2,829.98	43.40
71310	CLARKE COUNTY RECREATION CENTER	\$ 97,509.00	\$ 14,459.13	\$ 7,939.19	\$ 69,164.55	\$ 13,885.32	85.76
	FUNC 71320 SWIMMING POOL						

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1300	SALARIES - PART TIME	\$ 60,251.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 42,077.97	\$ 18,173.03	69.84
2100	FICA	\$ 4,610.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,219.00	\$ 1,391.00	69.83
3100	PROFESSIONAL SERVICES	\$ 2,900.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,900.00	0.00
3310	REPAIR & MAINTENANCE	\$ 1,197.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,197.00	0.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00
5810	DUES,SUBSCRIPTIONS & MEMBERSHIPS	\$ 1,675.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 870.00	\$ 805.00	51.94
5830	REFUNDS	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 190.00	\$ 310.00	38.00
6011	UNIFORM AND WEARING APPAREL	\$ 1,143.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 546.50	\$ 596.50	47.81
6013	SUPPLIES - EDUCATIONAL AND REC	\$ 1,700.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 715.85	\$ 984.15	42.11
6014	OTHER OPERATING SUPPLIES	\$ 3,098.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 701.39	\$ 2,396.61	22.64
6015	MERCHANDISE FOR RESALE	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,000.00	0.00
6026	POOL CHEMICALS	\$ 11,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 5,541.42	\$ 5,458.58	50.38
71320	SWIMMING POOL	\$ 90,274.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 53,862.13	\$ 36,411.87	59.67
	FUNC 71330 CONCESSION STAND							
1300	SALARIES - PART TIME	\$ 4,400.00	\$ 0.00	\$ 197.56	\$ 197.56	\$ 3,978.17	\$ 421.83	90.41
2100	FICA	\$ 337.00	\$ 0.00	\$ 15.11	\$ 15.11	\$ 304.33	\$ 32.67	90.31
6001	OFFICE SUPPLIES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
6015	MERCHANDISE FOR RESALE	\$ 14,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 4,705.06	\$ 9,294.94	33.61
71330	CONCESSION STAND	\$ 18,837.00	\$ 0.00	\$ 212.67	\$ 212.67	\$ 8,987.56	\$ 9,849.44	47.71
	FUNC 71350 PROGRAMS							
1100	SALARIES - REGULAR	\$ 31,641.00	\$ 7,910.25	\$ 2,636.75	\$ 2,636.75	\$ 23,730.75	\$ 0.00	100.00
1300	SALARIES - PART TIME	\$ 94,500.00	\$ 0.00	\$ 4,718.62	\$ 4,718.62	\$ 52,458.66	\$ 42,041.34	55.51
2100	FICA	\$ 9,650.00	\$ 536.53	\$ 539.81	\$ 539.81	\$ 5,557.45	\$ 3,556.02	63.15
2210	VSRS - PLANS 1 AND 2	\$ 3,841.00	\$ 960.32	\$ 320.10	\$ 320.10	\$ 2,880.90	\$ 0.22	100.01
2300	HOSPITAL/MEDICAL PLANS	\$ 8,728.00	\$ 1,398.72	\$ 456.65	\$ 456.65	\$ 4,921.95	\$ 2,407.33	72.42
2400	LIFE INSURANCE	\$ 377.00	\$ 94.11	\$ 31.38	\$ 31.38	\$ 282.42	\$ 0.47	99.88
2700	WORKER'S COMPENSATION	\$ 900.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 734.59	\$ 165.41	81.62
3100	PROFESSIONAL SERVICES	\$ 56,000.00	\$ 36,833.27	\$ 4,022.99	\$ 4,022.99	\$ 31,957.18	\$ 12,790.45	122.84
3500	PRINTING AND BINDING	\$ 7,000.00	\$ 2,480.00	\$ 0.00	\$ 0.00	\$ 4,016.00	\$ 504.00	92.80
3600	ADVERTISING	\$ 1,700.00	\$ 0.00	\$ 183.00	\$ 183.00	\$ 233.00	\$ 1,467.00	13.71
5210	POSTAL SERVICES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 51.74	\$ 48.26	51.74
5400	LEASES AND RENTALS	\$ 1,000.00	\$ 0.00	\$ 105.00	\$ 105.00	\$ 115.50	\$ 884.50	11.55
5540	TRAVEL CONVENTION & EDUCATION	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 140.00	\$ 360.00	28.00
5560	LIFE INSURANCE	\$ 5,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,491.90	\$ 3,508.10	29.84
5810	DUES,SUBSCRIPTIONS & MEMBERSHIPS	\$ 500.00	\$ 0.00	\$ 14.00	\$ 14.00	\$ 120.98	\$ 379.02	24.20
5830	REFUNDS	\$ 7,500.00	\$ 0.00	\$ 468.00	\$ 468.00	\$ 2,262.25	\$ 5,237.75	30.16
6001	OFFICE SUPPLIES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 33.15	\$ 66.85	33.15
6002	SUPPLIES - FOOD	\$ 7,000.00	\$ 0.00	\$ 451.01	\$ 451.01	\$ 2,506.33	\$ 4,493.67	35.80
6011	UNIFORM AND WEARING APPAREL	\$ 2,000.00	\$ 0.00	\$ 334.00	\$ 334.00	\$ 1,165.70	\$ 834.30	58.28
6013	SUPPLIES - EDUCATIONAL AND REC	\$ 6,500.00	\$ 0.00	\$ 100.24	\$ 100.24	\$ 2,200.23	\$ 4,299.77	33.85
6014	OTHER OPERATING SUPPLIES	\$ 2,000.00	\$ 0.00	\$ 11.28	\$ 11.28	\$ 429.83	\$ 1,570.17	21.49
6015	MERCHANDISE FOR RESALE	\$ 6,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 6,728.99	\$ 728.99	112.15
71350	PROGRAMS	\$ 252,537.00	\$ 50,213.20	\$ 14,392.83	\$ 14,392.83	\$ 144,019.50	\$ 58,304.30	76.91
	FUNC 72600 VIRGINIA COMMISSION FOR THE ARTS							
5699	CIVIC CONTRIBUTIONS	\$ 10,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 10,000.00	\$ 0.00	100.00
	FUNC 73200 REGIONAL LIBRARY							
5699	CIVIC CONTRIBUTIONS	\$ 182,119.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 136,589.25	\$ 45,529.75	75.00
	FUNC 81110 PLANNING ADMINISTRATION							
1100	SALARIES - REGULAR	\$ 229,603.00	\$ 57,400.57	\$ 19,133.61	\$ 19,133.61	\$ 172,202.43	\$ 0.00	100.00
2100	FICA	\$ 17,565.00	\$ 4,363.98	\$ 1,457.95	\$ 1,457.95	\$ 13,109.79	\$ 91.23	99.48
2210	VSRS - PLANS 1 AND 2	\$ 27,874.00	\$ 6,968.43	\$ 2,322.82	\$ 2,322.82	\$ 20,905.38	\$ 0.19	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 19,180.00	\$ 4,895.51	\$ 1,598.28	\$ 1,598.28	\$ 14,384.52	\$ 100.03	100.52
2400	LIFE INSURANCE	\$ 2,732.00	\$ 682.98	\$ 227.70	\$ 227.70	\$ 2,049.30	\$ 0.28	100.01
2700	WORKER'S COMPENSATION	\$ 3,675.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,590.40	\$ 84.60	97.70
3100	PROFESSIONAL SERVICES	\$ 20,000.00	\$ 0.00	\$ 165.00	\$ 165.00	\$ 725.00	\$ 19,275.00	3.62
3140	ENGINEERING & ARCHITECTURAL	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 5,084.74	\$ 2,084.74	169.49
3320	MAINTENANCE SERVICE CONTRACT	\$ 700.00	\$ 231.74	\$ 32.97	\$ 32.97	\$ 122.26	\$ 346.00	50.57
3500	PRINTING AND BINDING	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 36.50	\$ 2,963.50	1.22
3600	ADVERTISING	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,205.10	\$ 205.10	110.25

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5210	POSTAL SERVICES	\$ 1,500.00	\$ 0.00	\$ 58.90	\$ 337.09	\$ 1,162.91	22.47
5230	TELECOMMUNICATIONS	\$ 400.00	\$ 0.00	\$ 16.51	\$ 157.32	\$ 242.68	39.33
5510	TRAVEL MILEAGE	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 149.16	\$ 1,850.84	7.46
5540	TRAVEL CONVENTION & EDUCATION	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 190.08	\$ 1,309.92	12.67
5810	DUES,SUBSCRIPTIONS & MEMBERSHIPS	\$ 750.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 750.00	0.00
6001	OFFICE SUPPLIES	\$ 2,500.00	\$ 0.00	\$ 273.78	\$ 1,402.86	\$ 1,097.14	56.11
6012	SUPPLIES - BOOKS AND SUBSCRIPTI	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00
81110	PLANNING ADMINISTRATION	\$ 338,979.00	\$ 74,543.21	\$ 25,287.52	\$ 236,651.93	\$ 27,783.86	91.80
5699	FUNC 81300 HELP WITH HOUSING CIVIC CONTRIBUTIONS	\$ 5,400.00	\$ 0.00	\$ 0.00	\$ 5,400.00	\$ 0.00	100.00
1300	FUNC 81400 BOARD OF ZONING APPEALS SALARIES - PART TIME	\$ 250.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 250.00	0.00
2100	FICA	\$ 20.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 20.00	0.00
3100	PROFESSIONAL SERVICES	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 2,756.00	\$ 756.00	137.80
3160	BOARD MEMBER FEES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 75.00	\$ 425.00	15.00
3600	ADVERTISING	\$ 500.00	\$ 0.00	\$ 0.00	\$ 343.20	\$ 156.80	68.64
5210	POSTAL SERVICES	\$ 50.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 50.00	0.00
5810	DUES,SUBSCRIPTIONS & MEMBERSHIPS	\$ 150.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 150.00	0.00
81400	BOARD OF ZONING APPEALS	\$ 3,470.00	\$ 0.00	\$ 0.00	\$ 3,174.20	\$ 295.80	91.48
1100	FUNC 81510 OFFICE OF ECONOMIC DEVELOPMENT SALARIES - REGULAR	\$ 33,109.00	\$ 8,277.40	\$ 2,759.06	\$ 24,831.60	\$ 0.00	100.00
2100	FICA	\$ 2,534.00	\$ 631.02	\$ 213.61	\$ 1,910.67	\$ 7.69	100.30
2210	VSRS - PLANS 1 AND 2	\$ 4,019.00	\$ 1,004.88	\$ 334.95	\$ 3,014.55	\$ 0.43	100.01
2300	HOSPITAL/MEDICAL PLANS	\$ 2,740.00	\$ 699.36	\$ 228.32	\$ 2,054.88	\$ 14.24	100.52
2400	LIFE INSURANCE	\$ 394.00	\$ 98.52	\$ 32.83	\$ 295.47	\$ 0.01	100.00
3100	PROFESSIONAL SERVICES	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 66.00	\$ 934.00	6.60
3500	PRINTING AND BINDING	\$ 500.00	\$ 0.00	\$ 0.00	\$ 885.40	\$ 385.40	177.08
5210	POSTAGE	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
5699	CIVIC CONTRIBUTIONS	\$ 750.00	\$ 0.00	\$ 0.00	\$ 750.00	\$ 0.00	100.00
5800	MISCELLANEOUS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 109.90	\$ 109.90	100.00
6001	OFFICE SUPPLIES	\$ 400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	0.00
8202	FURNITURE & FIXTURES ADDITIONS	\$ 1,750.00	\$ 0.00	\$ 0.00	\$ 2,385.84	\$ 635.84	136.33
81510	OFFICE OF ECONOMIC DEVELOPMENT	\$ 47,296.00	\$ 10,711.18	\$ 3,568.77	\$ 36,304.31	\$ 280.51	99.41
3100	FUNC 81520 BERRYVILLE DEVELOPMENT AUTHORITY PROFESSIONAL SERVICES	\$ 5,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 5,000.00	0.00
3160	BOARD MEMBER FEES	\$ 500.00	\$ 0.00	\$ 50.00	\$ 250.00	\$ 250.00	50.00
3600	ADVERTISING	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
5210	POSTAL SERVICES	\$ 100.00	\$ 0.00	\$ 11.52	\$ 43.44	\$ 56.56	43.44
81520	BERRYVILLE DEVELOPMENT AUTHORITY	\$ 6,100.00	\$ 0.00	\$ 61.52	\$ 293.44	\$ 5,806.56	4.81
5699	FUNC 81530 SMALL BUSINESS DEVELOPMENT CENTER CIVIC CONTRIBUTIONS	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 1,500.00	\$ 0.00	100.00
5699	FUNC 81540 BLANDY EXPERIMENTAL FARM CIVIC CONTRIBUTIONS	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 3,000.00	\$ 0.00	100.00
1300	FUNC 81600 PLANNING COMMISSION SALARIES - PART TIME	\$ 500.00	\$ 0.00	\$ 50.00	\$ 550.00	\$ 50.00	110.00
2100	FICA	\$ 39.00	\$ 0.00	\$ 3.82	\$ 42.06	\$ 3.06	107.85
3100	PROFESSIONAL SERVICES	\$ 8,000.00	\$ 0.00	\$ 2,615.00	\$ 12,773.92	\$ 4,773.92	159.67
3160	BOARD MEMBER FEES	\$ 8,000.00	\$ 0.00	\$ 300.00	\$ 5,800.00	\$ 2,200.00	72.50
3600	ADVERTISING	\$ 1,600.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,600.00	0.00
5210	POSTAL SERVICES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
5810	DUES,SUBSCRIPTIONS & MEMBERSHIPS	\$ 650.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 650.00	0.00
81600	PLANNING COMMISSION	\$ 19,389.00	\$ 0.00	\$ 2,968.82	\$ 19,165.98	\$ 223.02	98.85
	FUNC 81700 BOARD OF SEPTIC APPEALS						

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1300	SALARIES - PART TIME	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00
2100	FICA	\$ 16.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 16.00	0.00
3160	BOARD MEMBER FEES	\$ 200.00	\$ 0.00	\$ 0.00	\$ 75.00	\$ 125.00	37.50
3600	ADVERTISING	\$ 500.00	\$ 0.00	\$ 0.00	\$ 267.60	\$ 232.40	53.52
5210	POSTAL SERVICES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 9.84	\$ 90.16	9.84
81700	BOARD OF SEPTIC APPEALS	\$ 1,016.00	\$ 0.00	\$ 0.00	\$ 352.44	\$ 663.56	34.69
	FUNC 81800 HISTORIC PRESERVATION COMMISSION						
3100	PROFESSIONAL SERVICES	\$ 15,000.00	\$ 7,980.00	\$ 1,045.00	\$ 13,070.00	\$ 6,050.00	140.33
3160	BOARD MEMBER FEES	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 450.00	\$ 550.00	45.00
3600	ADVERTISING	\$ 250.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 250.00	0.00
5210	POSTAL SERVICES	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 350.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 350.00	0.00
6001	OFFICE SUPPLIES	\$ 6,900.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 6,900.00	0.00
81800	HISTORIC PRESERVATION COMMISSION	\$ 23,700.00	\$ 7,980.00	\$ 1,045.00	\$ 13,520.00	\$ 2,200.00	90.72
	FUNC 81910 NORTHERN SHENANDOAH VALLEY REGIONAL COMM						
5699	CIVIC CONTRIBUTIONS	\$ 5,712.00	\$ 0.00	\$ 0.00	\$ 5,776.22	\$ 64.22	101.12
	FUNC 81920 REGIONAL AIRPORT AUTHORITY						
5699	CIVIC CONTRIBUTIONS	\$ 2,500.00	\$ 0.00	\$ 0.00	\$ 1,875.00	\$ 625.00	75.00
	FUNC 82200 FRIENDS OF THE SHENANDOAH						
5699	CIVIC CONTRIBUTIONS	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 3,000.00	\$ 0.00	100.00
	FUNC 82210 WATER QUALITY MANAGEMENT						
3000	PURCHASED SERVICES	\$ 42,000.00	\$ 21,545.00	\$ 0.00	\$ 16,657.50	\$ 3,797.50	90.96
	FUNC 82400 LORD FAIRFAX SOIL AND WATER CONSERV						
5699	CIVIC CONTRIBUTIONS	\$ 4,750.00	\$ 0.00	\$ 0.00	\$ 4,750.00	\$ 0.00	100.00
	FUNC 82600 BIO-SOLIDS APPLICATION						
1300	SALARIES - PART TIME	\$ 12,228.00	\$ 0.00	\$ 0.00	\$ 6,725.00	\$ 5,503.00	55.00
2100	FICA	\$ 936.00	\$ 0.00	\$ 0.00	\$ 514.46	\$ 421.54	54.96
2700	WORKER'S COMPENSATION	\$ 350.00	\$ 0.00	\$ 0.00	\$ 133.37	\$ 216.63	38.11
3100	PROFESSIONAL SERVICES	\$ 400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	0.00
5510	TRAVEL MILEAGE	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 1,418.17	\$ 1,581.83	47.27
82600	BIO-SOLIDS APPLICATION	\$ 16,914.00	\$ 0.00	\$ 0.00	\$ 8,791.00	\$ 8,123.00	51.97
	FUNC 83100 COOPERATIVE EXTENSION						
3320	MAINTENANCE SERVICE CONTRACTS	\$ 400.00	\$ 399.36	\$ 56.82	\$ 210.64	\$ 210.00	152.50
3841	VPI EXTENSION AGENT	\$ 36,065.00	\$ 0.00	\$ 0.00	\$ 13,217.95	\$ 22,847.05	36.65
5210	POSTAGE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 384.59	\$ 384.59	100.00
5230	TELECOMMUNICATIONS	\$ 500.00	\$ 0.00	\$ 18.11	\$ 166.42	\$ 333.58	33.28
5540	TRAVEL CONVENTION & EDUCATION	\$ 0.00	\$ 0.00	\$ 0.00	\$ 119.64	\$ 119.64	100.00
5810	DUES,SUBSCRIPTIONS & MEMBERSHIPS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 120.00	\$ 120.00	100.00
6014	OTHER OPERATING SUPPLIES	\$ 2,000.00	\$ 0.00	\$ 141.89	\$ 326.94	\$ 1,673.06	16.35
83100	COOPERATIVE EXTENSION	\$ 38,965.00	\$ 399.36	\$ 216.82	\$ 14,546.18	\$ 24,019.46	38.36
	FUNC 83400 4-H CENTER						
5699	CIVIC CONTRIBUTIONS	\$ 2,250.00	\$ 0.00	\$ 0.00	\$ 2,250.00	\$ 0.00	100.00
	FUNC 91600 CONTINGENCIES						
1000	PERSONNEL	\$ 7,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 7,500.00	0.00
3140	ENGINEERING & ARCHITECTURAL	\$ 7,600.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 7,600.00	0.00
3150	LEGAL	\$ 11,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 11,500.00	0.00
8000	MINOR CAPITAL	\$ 5,666.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 5,666.00	0.00
91600	CONTINGENCIES	\$ 32,266.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 32,266.00	0.00
000	NON-CATEGORICAL	\$ 8,352,223.00	\$ 1,358,954.21	\$ 715,493.56	\$ 5,917,195.47	\$ 1,076,073.32	87.12

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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	Expenditures MARCH	Expenditures Year-to-Date	Available Balance	Percent Used
FUNC 35610								
5230	TELECOMMUNICATIONS	\$ 37,284.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 37,284.00	0.00
6032	EDUCATIONAL/TRAINING MATERIALS	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,000.00	0.00
35610		\$ 39,284.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 39,284.00	0.00
111	E911	\$ 39,284.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 39,284.00	0.00
PJT 126 V-STOP GRANT								
FUNC 22100 COMMONWEALTH'S ATTORNEY								
1100	SALARIES - REGULAR	\$ 26,877.00	\$ 6,719.23	\$ 2,239.77	\$ 15,838.89	\$ 4,318.88	\$ 83.93	
1300	SALARIES - PART TIME	\$ 8,362.00	\$ 2,090.52	\$ 696.83	\$ 6,271.47	\$ 0.01	\$ 100.00	
2100	FICA	\$ 2,696.00	\$ 155.66	\$ 52.66	\$ 473.94	\$ 2,066.40	\$ 23.35	
2210	VRSR - PLANS 1 AND 2	\$ 1,132.00	\$ 253.82	\$ 84.59	\$ 761.31	\$ 116.87	\$ 89.68	
2300	HEALTH INSURANCE	\$ 1,325.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,325.00	\$ 0.00	
2400	LIFE INSURANCE	\$ 111.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 111.00	\$ 0.00	
22100	COMMONWEALTH'S ATTORNEY	\$ 40,503.00	\$ 9,219.23	\$ 3,073.85	\$ 23,345.61	\$ 7,938.16	\$ 80.40	
126	V-STOP GRANT	\$ 40,503.00	\$ 9,219.23	\$ 3,073.85	\$ 23,345.61	\$ 7,938.16	\$ 80.40	
PJT 129 FEDERAL GANG TASK FORCE GRANT 2010								
FUNC 31200 SHERIFF								
1100	SALARIES - REGULAR	\$ 22,614.00	\$ 0.00	\$ 0.00	\$ 18,845.00	\$ 3,769.00	\$ 83.33	
2100	FICA	\$ 1,714.00	\$ 0.00	\$ 0.00	\$ 1,428.65	\$ 285.35	\$ 83.35	
2210	VRSR - PLANS 1 AND 2	\$ 2,745.00	\$ 0.00	\$ 0.00	\$ 2,287.80	\$ 457.20	\$ 83.34	
2300	HOSPITAL/MEDICAL PLANS	\$ 2,785.00	\$ 0.00	\$ 0.00	\$ 2,283.25	\$ 501.75	\$ 81.98	
2400	LIFE INSURANCE	\$ 142.00	\$ 0.00	\$ 0.00	\$ 224.25	\$ 82.25	\$ 157.92	
31200	SHERIFF	\$ 30,000.00	\$ 0.00	\$ 0.00	\$ 25,068.95	\$ 4,931.05	\$ 83.56	
129	FEDERAL GANG TASK FORCE GRANT 20	\$ 30,000.00	\$ 0.00	\$ 0.00	\$ 25,068.95	\$ 4,931.05	\$ 83.56	
PJT 140 RAIN BARREL PARTNERSHIP - INTERSTATE COMMISSION ON								
FUNC 81110 PLANNING ADMINISTRATION								
6000	MATERIALS AND SUPPLIES	\$ 1,400.00	\$ 0.00	\$ 0.00	\$ 320.00	\$ 1,080.00	\$ 22.86	
PJT 402 DMV SELECTIVE ENFORCEMENT-ALCOHOL								
FUNC 31200 SHERIFF								
1300	SALARIES - PART TIME	\$ 0.00	\$ 0.00	\$ 733.40	\$ 5,194.16	\$ 5,194.16	\$ 100.00	
2100	FICA	\$ 0.00	\$ 0.00	\$ 56.11	\$ 397.37	\$ 397.37	\$ 100.00	
6010	POLICE SUPPLIES	\$ 10,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 10,000.00	\$ 0.00	
31200	SHERIFF	\$ 10,000.00	\$ 0.00	\$ 789.51	\$ 5,591.53	\$ 4,408.47	\$ 55.92	
402	DMV SELECTIVE ENFORCEMENT-ALCOHO	\$ 10,000.00	\$ 0.00	\$ 789.51	\$ 5,591.53	\$ 4,408.47	\$ 55.92	
PJT 403 DMV SELECTIVE ENFORCEMENT-SPEED								
FUNC 31200 SHERIFF								
1200	OVERTIME	\$ 0.00	\$ 0.00	\$ 290.30	\$ 1,183.80	\$ 1,183.80	\$ 100.00	
2100	FICA	\$ 0.00	\$ 0.00	\$ 22.21	\$ 90.56	\$ 90.56	\$ 100.00	
31200	SHERIFF	\$ 0.00	\$ 0.00	\$ 312.51	\$ 1,274.36	\$ 1,274.36	\$ 100.00	
403	DMV SELECTIVE ENFORCEMENT-SPEED	\$ 0.00	\$ 0.00	\$ 312.51	\$ 1,274.36	\$ 1,274.36	\$ 100.00	
PJT 602 DOJ VEST GRANT								
FUNC 31200 SHERIFF								
6010	POLICE SUPPLIES	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,500.00	\$ 0.00	

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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For MARCH	Expenditures Year-to-Date	Available Balance	Percent Used

PJT 605 DOJ LOCAL LAW ENFORCEMENT BLOCK GRANT (LLEBG)							
	FUNC 31200 SHERIFF						
1100	SALARIES - REGULAR	\$ 1,853.00	\$ 0.00	\$ 0.00	\$ 321.75	\$ 1,531.25	17.36
2100	FICA	\$ 0.00	\$ 0.00	\$ 0.00	\$ 24.62	\$ 24.62	100.00

31200	SHERIFF	\$ 1,853.00	\$ 0.00	\$ 0.00	\$ 346.37	\$ 1,506.63	18.69

605	DOJ LOCAL LAW ENFORCEMENT BLOCK	\$ 1,853.00	\$ 0.00	\$ 0.00	\$ 346.37	\$ 1,506.63	18.69

100	GENERAL FUND	\$ 8,476,763.00	\$ 1,368,173.44	\$ 719,669.43	\$ 5,973,142.29	\$ 1,135,447.27	86.61

3/31/2014										
Conservation Easement Fund										
As of Mar 31, 2014										
Fund 235										
Description	Unappropriated Starting Fund Balance	Appropriated FY13 Carryover	FY 14 Original Budget/ Revenue Estimate	FY14 Supplemental Budget	Inter-project Adjusts	Cumulative Budget With Adjusts	Outstanding Encumbrance Receivable	Year-to Date Expenditure/ Revenue	Available Appropriations	Notes
Expenditures										
Professional Services					6,715	6,715		6,715	0	
Postage					406	406		406	0	
Materials and Supplies					175	175		175	0	
Purchase of Development Rights:		891,764		343,750	(1,030,542)	204,972			204,972	
Arkfeld-1 Property					409,177	409,177		409,177	-	
Moore & Dorsey 64 Property					191,570	191,570		191,570	-	
Chapman Property					422,498	422,498		422,498	-	
					-	-		-	-	
Total Expenditure		891,764	-	343,750	-	1,235,514	-	1,030,541	204,973	
Revenues										
Land Use Rollback								18,237	(18,237)	
Local Grants		47,500		126,396		173,896		173,896	-	
State Grants		141,985		196,104		338,089		362,534	(24,445)	
Federal Grants		383,000		21,250		404,250		398,750	5,500	
Total Revenue		572,485	-	343,750	-	916,235	-	953,417	(37,182)	
Conservation Easement Fund Balance										
Local Tax Funding	13,645	331,460				331,460		182,749	166,947	added the available appropriations bai from Land Use Rollback here
Donations/Stewardship Accts										
Cash - BCC	7,099	7,099				7,099		(1,277)	8,376	"Old" CEA checking acct - transferred to Clarke Co cash acct - Donations
LGIP-Donations	55,540	55,540				55,540		(23,151)	78,691	"Old" CEA LGIP acct - transferred to Clarke Co cash acct - Donations
LGIP-Commonwealth of VA, Stewardship Acct	36,618	36,618				36,618		(18,535)	55,153	added beg balance of 36,618 and 18,513.59 of State Stewardship revenue, plus interest of 20.30 at time of transfer to Clarke County
Total Fund Balance	112,901	430,717				430,717			309,167	
Total Revenue and Fund Balance	112,901	1,003,202				1,346,952			271,986	

Government Capital Projects

March 31, 2014

Description	FY 13 Carryover	FY 14 Original Budget/ Revenue Estimate	FY14 Supplemental Budget	Inter-project Adjusts	Cumulative Budget With Adjusts	Outstanding Encumbrance	Year-to Date Expenditure/ Revenue	Available Balance	Notes
General Government Capital Expenditure									
Sheriff's Equipment (fingerprinting, etc.)	20,827				20,827		5,850	14,977	
HVAC Systems	49,446				49,446	15,354	15,946	18,146	County portion of HVAC for JGC is 243,383.84 and Town's portion is 144,788.16. added 228,384 from sheriffs renovation
Auto Replacement	32,656				32,656	26,259		6,397	
Communications Equipment (Volunteer Fire Cos.)			110,188	50,000	160,188	160,188		1	
Resurface Tennis Courts	53,401			-53,401	-				- moved funds to "Old Park Ofc Modifications" pjt per L Cooke request
Pool Repair	20,602				20,602		10,902	9,700	
Fencing - Ballfield & Pool	10,000	20,000			30,000			30,000	
Old Park Office Modifications				53,401	53,401			53,401	moved funds from "Resurface Tennis Courts" project
Basefield Field Lighting			5,000		5,000		4,906	94	
Additional Parking	10,000				10,000			10,000	
Sheriff's Vehicles	98,537	84,000			182,537		162,170	20,367	
Motorola Portable Radios			50,000		50,000			50,000	
Communications Study	50,000			-50,000	-				- move \$50,000 to Communications Equipment pjt (grant match requirement)
Sheriff's Mobile Radio System	15,258				15,258		15,072	186	
Park Expansion	10,000				10,000			10,000	
Phone System (E-911)	115,131				115,131		115,131	0	
Economic Development	177,514				177,514			177,514	
Technology Improvements	20,872	40,000			60,872			60,872	
C-Spout Run Project			141,603		141,603		9,148	132,455	
Spout Run Cleanup (EPA Grant pjt)			316,620		316,620			316,620	
Sheriff's Building Renovation	163,958				163,958		5,519	158,439	
Roofing	86,633	50,000			136,633			136,633	
Plan Updates	47,740				47,740	13,368	34,372	-	
General District Court Repairs		81,000			81,000			81,000	
Carpeting (Includes Gen Dist Courthouse Seating)	30,828				30,828		25,895	4,933	tile at rec ctr, courthouse area, etc.
Landscaping	15,375				15,375			15,375	
Parks Westside Sitework/Parking	87,024				87,024			87,024	
Recreation Center Additions/Wall Crack	59,585				59,585	55,400	2,553	1,632	
Systems Integration	75,900	300,000			375,900	18,000	186	357,714	
Total Expenditure	1,251,287	575,000	623,411	0	2,449,698	288,568	407,649	1,753,481	
									<i>1,198,411</i>
Revenue									
E-911 PSAP Grant	114,809				114,809		114,809	-	
National Fish & Wildlife Foundation (C-Spout Run Pjt)			141,603		141,603		7,068	134,535	
Spout Run Cleanup (EPA Grant)			316,620		316,620			316,620	
Communications Equipment Grant (Vol. Fire Cos.)			80,094		80,094			80,094	
Motorola Portable Radios Grant (Asset Forfeiture)			50,000		50,000			50,000	funds received from State Asset Forfeiture grant
Baseball Field Lighting			5,000		5,000		5,000	-	
Total Revenue	114,809	-	593,317	-	708,126	-	126,877	581,248	
									<i>593,317</i>
Capital Projects Fund Balance									
Economic Development	177,514				177,514			177,514	
Total Revenue and Fund Balance	292,323	-	593,317	-	885,640	-	-	758,762	
Total Expenditures less Revenue and Fund Balance	958,964				1,564,058			994,718	

Clarke County Board of Supervisors

Joint Administrative Services Board Update

Chip Schutte, seconded by Sharon Keeler, moved to approve the February 24, 2014 meeting minutes as presented. The motion carried as follows:

David Ash	-	Absent
J. Michael Hobert	-	Aye
Sharon Keeler	-	Aye
Michael Murphy	-	Aye
Charles "Chip" Schutte	-	Aye

3. Social Services Accounts Payable

"Be it resolved that the Department of Social Services be required to process accounts payable through Joint Administrative Services and its associated policies in conjunction with the implementation of the new ERP system."

Chip Schutte, seconded by Sharon Keeler, moved to adopt the Social Services accounts payable resolution as presented. The motion carried as follows:

David Ash	-	Absent
J. Michael Hobert	-	Aye
Sharon Keeler	-	Aye
Michael Murphy	-	Aye
Charles "Chip" Schutte	-	Aye

4. ERP Discussion

- a. Exclude Income Tax? The Tyler SaaS proposal includes \$2,817 annual cost for a software module to calculate Virginia Income Tax, a service performed for the Commonwealth for a declining clientele of currently less than 50 persons. Sharon Keeler will report on whether this functionality is necessary in the future.

Chip Schutte, seconded by Mike Murphy, moved to include Virginia Income Tax in the modules to be implemented. The motion carried as follows:

David Ash	-	Absent
J. Michael Hobert	-	Aye
Sharon Keeler	-	Aye
Michael Murphy	-	Aye
Charles "Chip" Schutte	-	Aye

- b. Exclude Business License? The Tyler SaaS proposal includes \$4,763 annually for a business license module. However, because we charge a flat fee, as opposed to gross receipts tax, it

was recommended by Tyler that this could be handled by "General Billing", and therefore excluded from the contract.

- d. Bracket Animal License? The Tyler SaaS proposal includes an Animal Licensing module at a cost of \$1,993 annually. However, like Business License we are simply issuing a tag for a flat fee, functionality that can be handled by "General Billing". We can negotiate a freeze on this rate should we decide to do it in the future.

Chip Schutte, seconded by Sharon Keeler, moved to exclude Business License and Animal License, but negotiate a freeze on price. The motion carried as follows:

David Ash	-	Absent
J. Michael Hobert	-	Aye
Sharon Keeler	-	Aye
Michael Murphy	-	Aye
Charles "Chip" Schutte	-	Aye

- c. Bracket UB Interface? The Tyler SaaS proposal includes \$2,406 annually for a system to automatically capture meter readings. This is not considered necessary for the 500 or so accounts of this small system. We can negotiate a "freeze" on this rate should we decide to do it in the future.

Mike Murphy put forward that as some point a return on investment study should be performed.

Gordon Russell concurred noting that it would be up to the Clarke County Sanitary Authority to determine economic feasibility.

Mike Murphy, seconded by Chip Schutte, moved to exclude UB Interface, negotiate a freeze on price, and recommended CCSA perform a "return on investment" analysis. The motion carried as follows:

David Ash	-	Absent
J. Michael Hobert	-	Aye
Sharon Keeler	-	Aye
Michael Murphy	-	Aye
Charles "Chip" Schutte	-	Aye

- e. Exclude Sympro Investment Management, Debt Management, and Cash Management? Provides more functionality than needed; requires up front cost \$168,400. Tyler Munis Cash Management would still be included.

Mike Murphy, seconded by Sharon Keeler, moved to exclude Sympro Investment Management, Debt Management, and Cash Management. The motion carried as follows:

David Ash - Absent
J. Michael Hobert - Aye
Sharon Keeler - Aye
Michael Murphy - Aye
Charles "Chip" Schutte - Aye

- f. Include Vendor Self -Service? Tyler's E-Procurement was inadvertently left out of there pricing. It is recommended that it be included at this stage of the negotiation.

Chip Schutte, seconded by Mike Murphy, moved to include Vendor Self-Service / Tyler's E-Procurement. The motion carried as follows:

David Ash - Absent
J. Michael Hobert - Aye
Sharon Keeler - Aye
Michael Murphy - Aye
Charles "Chip" Schutte - Aye

- g. Review and Confirm Gap Analysis. See attached listing of system requirements that Tyler cannot provide, can provide with third-party software, and can provide with software modification. Confirm that there is nothing in this listing that we cannot proceed without.

Highlights of review include the following:

- Proposed Modules:
 - o MapLink GIS Integration: Per Gordon Russell, he does not see this as an essential piece; but if the money is there, the County should include.
 - o GFOA recommended that RecTrak and Café Enterprise be left free standing.
- Proposed System Interfaces: Tom Judge recommended inclusion in the initial contract.
- Modules Potentially Requiring Modification or Third-Party Solution:
 - o Tom Judge stated that over the years the Board has determined that it does not want any customization. Further, the Board recognizes that all software has it limits.
 - o Accounts Payable: No enhancements, modifications, third-party software, etc. needed. [For list, see packet page 17.]
 - o Bank Reconciliation: No enhancements, modifications, third-party software, etc. needed. [For list, see packet page 18.]
 - o Budgeting: No enhancements, modifications, third-party software, etc. needed. [For list, see packet page 19.]
 - o Capital Assets: No enhancements, modifications, third-party software, etc. needed. [For list, see packet page 20.]

- Cash Management: No enhancements, modifications, third-party software, etc. needed. [For list, see packet page 21.]
- Cash Receipting: No enhancements, modifications, third-party software, etc. needed. [For list, see packet page 22.]
- Contract Management: No enhancements, modifications, third-party software, etc. needed. [For list, see packet page 23.]
- Debt Management: With the Board's previous action to exclude Sympro, this item will not be necessary; therefore, no enhancements, modifications, third-party software, etc. needed. [For list, see packet page 24.]
- Document Management: No enhancements, modifications, third-party software, etc. needed. [For list, see packet page 25.]
- General Ledger: [For list, see packet page 26.]
 - Tyler provides the State Chart of Accounts to other localities. In response to a request from Plante Moran specific to the Chart of Accounts, Tyler advised that they would review with Tom Judge.
 - Tom Judge will speak with Curt Stidham about the matter.
- General and Technical: No enhancements, modifications, third-party software, etc. needed. [For list, see packet page 27.]
- Grants, Project Management and Accounting: [For list, see packet page 28.]
 - Tyler is working on the ability to interface with eVA, which was given an high priority.
 - No other enhancements, modifications, third-party software, etc. needed although it would have been good to have some of the functions.
- Human Resources: No enhancements, modifications, third-party software, etc. needed. [For list, see packet pages 29 and 30.]
- Inventory Management: No enhancements, modifications, third-party software, etc. needed. [For list, see packet pages 31.]
- Investment Management: This module is not included therefore unnecessary. [For list, see packet pages 32.]
- Payroll: No other enhancements, modifications, third-party software, etc. needed although it would have been good to have some of the functions. [For list, see packet pages 33.]
- Permitting and Inspections: Current operations are manual or spreadsheet, therefore, this module will be able to do a great deal more than is currently available. Modifications are not deemed necessary at this time. [For list, see packet pages 34 and 35.]
- Purchasing: No enhancements, modifications, third-party software, etc. needed. [For list, see packet page 36.]
- Tax Billing: [For list, see packet page 37.]

- Land Use values will be calculated in the CAMA Bridge System.
- Ability to report PPTRA would be useful but not essential.
- No other enhancements, modifications, third-party software, etc. needed.
- Utility Billing: [For list, see packet page 38.]
 - CodeRed can provide warnings and correspondence to a geographically defined area.

Chip Shutte, seconded by Mike Murphy, moved to indicate that the Joint Administrative Services Board conducted a review of the gap analysis provided by Plante Moran and decided that there is no need for modifications or third-party software and it accepts the fact that these additional functionality will not be provided by Tyler. The motion carried as follows:

David Ash	-	Absent
J. Michael Hobert	-	Aye
Sharon Keeler	-	Aye
Michael Murphy	-	Aye
Charles "Chip" Schutte	-	Aye

- Proposed Data Conversions: Tom Judge advised that these are laid out in the contract; and should the Board decide not to do one, the County will not be charged. However, if something is found that is not on the list, there will be a charge at the rate upon which the initial conversions were based.
- Proposed Timeline by Phase:
 - May 1 is more realistic for contract completion.
 - Tyler recommends converting the general ledger October 1 to allow sufficient time for completion of prior year accounting.
 - Tom Judge will follow up on timeline details.
- Plante Moran is responsible for the revised timeline, financial analysis, contract terms and conditions, statement of work, and negotiation strategy.
- Mike Hobert expressed his desire to explore future inclusion of the Town of Berryville in the ERP.

5. Shentel Dark Fiber

Please find attached a proposal from Shentel showing the monthly recurring charges for provision of fiber optic between Government and Schools buildings. The Board should discuss next steps for this project.

Highlights of discussion include:

- Per Gordon Russell, while a contract with ComCast has not yet been executed, it is believed that the agreement will in place for 15 more years.
- The ComCast fiber inter-networks all Town and County facilities in Berryville.
- Shentel:
 - County IT approached to provide dark fiber to interconnect its locations to provide a second set of interconnections that would increase capacity.
 - Pricing is by month and by location and includes the installation.
 - Boyce is included on the list without a price.
 - Under E-Rate [available to schools and libraries], the County cannot ask for Boyce because it is obligated for three more years with an existing E-Rate reimbursement.
 - Shentel is proposing a 20-year dark fiber lease.
 - The County owns the fiber from 100 North Church to 102 North Church to 101 Chalmers Court.
 - Proposed locations include: Clarke County High School, Joint Administrative Services [includes Maintenance and bus yard], Clarke County Government Center, Clarke County School Board Office [and Primary School], and Johnson Williams Middle School.
 - Intend for all strands to terminate at the High School.
 - A letter of intent is required by March 26.
 - Mike Murphy will provide a letter of intent to include Cooley, to start the E-rate process and to review the contractual details with Shentel.
 - Mike Murphy will clarify whether the link was made at the high school.

6. FY 15 Flex Benefits Plan

Attached are results of a poll regarding the Flex Benefits Plan. The poll shows a clear preference for automatic carryover of up to \$500 from one plan year to the next. The following is recommended: *"Be it resolved that the FY 15 Flex Benefits Plan be modified to permit carryover of up to \$500 of unused funds at the end of the plan year in lieu of the current 90-day grace period."*

Tom Judge reviewed the proposed flex benefits plan change.

Mike Murphy, seconded by Sharon Keeler, moved "be it resolved that the FY 15 Flex Benefits Plan be modified to permit carryover of up to \$500 of unused funds at the end of the plan year in lieu of the current 90-day grace period." The motion carried as follows:

David Ash	- Absent
J. Michael Hobert	- Aye
Sharon Keeler	- Aye
Michael Murphy	- Aye
Charles "Chip" Schutte	- Aye

7. Reminder

The sick leave plan for Hybrid Plan employees needs to be revised or they may be paid double for PTO.

Tom Judge impressed upon the Board the need to amend sick leave policies to address the new hybrid employees.

Sharon Keeler informed the Board that she had received a telephone call confirming that customer self-service would work for animal and business licensing and advised that Tyler would be providing her more information.

8. Set Next Meeting

The next regularly scheduled meeting of the Board is Monday, March 24, 2014 at 1:00 pm in Meeting Room AB at the Berryville Clarke County Government Center.

9. Adjournment

At 3:27 pm, Chairman Hobert adjourned the meeting.

Minutes Recorded by Gordon Russell and Transcribed by Lora B. Walburn

Vendor hosted versus self-hosted cost comparison [Software As a Service]

Discussion highlights:

- The Board reviewed Tyler’s Financial Impact Analysis – Executive Summary comparing the two options.
- Per Dennis Baley, Tyler advised him today that it will be providing updated pricing.
- Plante Moran has requested two separate quotes that should be available later today: 1) Implementation fee; 2) Annual SaaS Fee.

Chip Schutte, seconded by Mike Murphy, moved to reaffirm the Board’s prior decision. The motion carried by the following vote:

David Ash	-	Aye
J. Michael Hobert	-	Aye
Sharon Keeler	-	Absent
Michael Murphy	-	Aye
Charles “Chip” Schutte	-	Aye

Motion From the January 27, 2014 Joint Administrative Services Board Meeting Minutes: *Chip Schutte, seconded by David Ash, moved that the County was willing to go with software as a service but making it contingent upon meeting value requirements and being competitively priced, and competitive with the services provided, as traditional licensing software. The motion carried as follows:*

David Ash	-	Aye
J. Michael Hobert	-	Aye
Sharon Keeler	-	Aye
Michael Murphy	-	Absent
Charles “Chip” Schutte	-	Aye

Contract Negotiation Strategy

Chip Schutte, seconded by Mike Murphy, moved to convene into Closed Session: “Be it resolved that the Joint Administrative Services Board go into Closed Session pursuant to Code of Virginia Section 2.2-3711(A)(30) for the purpose of discussing Contract Negotiation Strategy. The motion carried as follows:

David Ash	-	Aye
J. Michael Hobert	-	Aye
Sharon Keeler	-	Absent
Michael Murphy	-	Aye
Charles “Chip” Schutte	-	Aye

At 2:20 pm, Chip Schutte left the meeting.

The members of the Joint Administrative Services Board being assembled within the designated meeting place, with open doors and in the presence of members of the public and/or the media desiring to attend, **Mike Murphy, seconded by J. Michael Hobert, moved to reconvene in open session. The motion carried as follows:**

David Ash	-	Aye
J. Michael Hobert	-	Aye
Sharon Keeler	-	Absent
Michael Murphy	-	Aye
Charles "Chip" Schutte	-	Absent

Subsequent to reconvening in open session, Chairman Hobert called for a Certification.

CERTIFICATION OF CLOSED SESSION

WHEREAS, the Joint Administrative Services Board of the County of Clarke, Virginia, has convened a closed meeting on the date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3700 of the Code of Virginia requires a certification by the Joint Administrative Services Board of the County of Clarke, Virginia that such closed meeting was conducted in conformity with Virginia law.

NOW, THEREFORE BE IT RESOLVED, that the Joint Administrative Services Board of the County of Clarke, Virginia, hereby certifies that, to the best of each members knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which the 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 Joint Administrative Services Board of the County of Clarke, Virginia.

The motion was approved by the following roll-call vote:

David Ash	-	Aye
J. Michael Hobert	-	Aye
Sharon Keeler	-	Absent
Michael Murphy	-	Aye
Charles "Chip" Schutte	-	Absent

4. Pay and Classification Studies

Although the Government and Schools were not able to find a common vendor for their Pay and Classification Studies, the goal of obtaining a common set of benchmark communities remains. Springsted has suggested the following communities of comparison, though no decision has been made by the government:

Loudoun County	City of Winchester
Fauquier County	Town of Front Royal
Warren County	Clarke County Schools
Shenandoah County	Frederick County
Page County	

Evergreen has proposed some 30 communities to which Clarke PS could compare, but has not narrowed this further, nor has Clarke PS established its preference. It is therefore an opportune time to revisit this issue and further discuss how to achieve the goal of a common set of benchmark communities.

- Mike Murphy indicated that he and Rick Catlett requested that Evergreen make the benchmark recommendations.
- Evergreen initial recommendations for benchmark communities in agreement with the General Government list:
 1. Loudoun County Public Schools
 2. Fauquier County Public Schools
 3. Warren County Public Schools
 4. Shenandoah County Public Schools
 5. Page County Public Schools
 6. City of Winchester Public Schools
 7. Frederick County Public Schools
- Evergreen initial recommendations for benchmark communities not included on the General Government list:
 8. Rappahannock County Public Schools
 9. City of Manassas Park Public Schools
 10. Prince William County Public Schools
- Mike Murphy noted that Clarke and the City of Manassas Park were comparable in many ways. He also noted that Clarke loses virtually no one to Rappahannock or Page Counties but it does lose to Prince William.
- Mike Hobert suggested considering one or more of the similarly budgeted jurisdictions used by Robinson, Farmer, Cox for audit comparisons:
 1. Amelia County
 2. King George County
 3. King William County
 4. Madison County
 5. Rappahannock County
 6. Green County
- Tom Judge indicated that per Rick Catlett 95% of schools in the United States use the step scale system that provides a minimum and maximum for each step.
- Per Mike Murphy the average step is about 2.5%.

- Per Tom Judge, the step scale is more like a salary guide. Every year the scale is recomputed based on the amount of money in the budget but there is no automatic movement up the steps if no money is given to the Schools for salary increases.
- The Schools' FY2014 raise was applied as a 2% increase to each step of the scale.
- David Ash suggested that the Schools and the County compare benchmark communities, valuation and methodology.
- Mike Murphy indicated that the Schools do offer signing bonuses to some teachers, as well as stipends for master degrees. He noted some places offer doctoral stipends.
- Tom Judge suggested having the consultants, Evergreen and Springsted, discuss and recommend benchmark communities.
- Springsted recommendations for benchmark communities:
 1. Loudoun County
 2. Fauquier County
 3. Warren County
 4. Shenandoah County
 5. Page County
 6. City of Winchester
 7. Town of Front Royal
 8. Clarke County Schools
 9. Frederick County
- David Ash, noting that Springsted had listed Fauquier County twice, suggested the County could add one of the three mentioned: Rappahannock County, City of Manassas Park, or Prince William County.
- Mike Murphy will provide David Ash a clean copy of the Schools' list to forward to Springsted.

7. Set Next Meeting

A called meeting of the Board was set for Wednesday, April 16, 2014 at 1:00 pm in Meeting Room C at the Berryville Clarke County Government Center.

The next regularly scheduled meeting of the Board is Monday, April 28, 2014 at 1:00 pm in Meeting Room AB at the Berryville Clarke County Government Center.

8. Adjournment

At 3:27 pm, Chairman Hobert adjourned the meeting.

Minutes Recorded and Transcribed by: Lora B. Walburn

Clarke County Board of Supervisors

Government Projects Update

Clarke County Board of Supervisors

Miscellaneous Items

Board of Supervisors
Summary of Required Actions Status Report

<i>Meeting/Letter Date</i>	<i>Item</i>	<i>Description</i>	<i>Responsibility</i>	<i>Status</i>	<i>Date Complete</i>
1/15/2014	1727	Follow up on gas leak at J&J and provide the Supervisors the current status.	Alison Teetor		
3/18/2014	1738	Correct, where applicable, and process approved minutes.	Lora B. Walburn	Complete	3/20/2014
3/18/2014	1739	Update database and generate notice of appointment	Lora B. Walburn	Complete	3/24/2014
3/18/2014	1740	Execute notice of appointment.	J. Michael Hobert	Complete	3/24/2014
3/18/2014	1741	Develop and advertise for part-time EMT positions.	David Ash	Description still under review	4/8/2014
3/18/2014	1742	Advertise public hearing notices for PH 14-06 and PH 14-07.	Lora B. Walburn; Annette Gilley	Complete	3/19/2014
3/18/2014	1743	Enter into the record additional information provided for SUP-13-02 / SP-13-08.	Lora B. Walburn	Complete	3/19/2014
3/18/2014	1744	Add continued discussion of SUP-13-02 / SP-13-08 to the April 15 Agenda Afternoon Session	Lora B. Walburn	Complete	3/20/2014
3/18/2014	1745	Review all information presented and provided on SUP-13-02 / SP-13-08 and report back to the Board on April 15 with additional proposed conditions for the special use permit to mitigate as much as possible the negative impacts this proposed kennel and proposed associated activities would have on the County, public safety, property values of neighbors, and the future cost and ability of the County to provide septage service to County residents.	David Ash, Brandon Stidham	Material provided for packet.	4/9/2014
3/18/2014	1746	Provide a written description of the exercise yards to Planning staff.	Gina Schaecher		
3/18/2014	1747	Revise Fire and EMS Timeline.	Brandon Stidham	Complete	4/3/2014

Clarke County Board of Supervisors

Board Member Committee Status Reports

Clarke County Board of Supervisors

Adjournment

RESIDENTIAL CONSTRUCTION

NEW SINGLE FAMILY

Owner/Address	Description	Estimated Value
BRAKE, DANIEL J & KATHLEEN E 365 ROSE AIRY LANE 22620	1sty DWELLING + ELEC +	277,000
GILLIS, CHRISTOPHER I 719 MORNING STAR LANE 22620	1-1/2sty DWELLING + ELEC +	227,000
DAUBENSPECK, KIRK J & MARY E 635 LANDER LANE 22611	2sty DWELLING + ELEC +	1,081,000
THOMPSON, BERNARD E JR 442 POSSUM HOLLOW LANE 22611	SPLIT FOYER DWELLING +	172,000
TOTALS:	4	1,757,000
TOTAL NEW RESIDENTIAL CONSTRUCTION:	4	1,757,000

RESIDENTIAL RENOVATIONS

Owner/Address	Description	Estimated Value
McCLINTIC, INC 230 WALNUT STREET 22611	REMODEL DWELLING + ELEC	0
TOTALS:	1	0

COMMERCIAL CONSTRUCTION

COMMERCIAL RENOVATIONS

Owner/Address	Description	Estimated Value
GENDA LAND HOLDINGS, LLC 20 ROSEMONT MANOR LANE 22611	ADD KITCHEN/PREP AREA +	0
TOTALS:	1	0

OTHER BUILDING PERMITS

Owner/Address	Description	Estimated Value
FINNIFF, KATHRYN M 259 LIME MARL LANE 22620	AGREEMENT IN LIEU OF E & S	0
THOMAS, JAMES T 1591 OLD CHAPEL ROAD 22620	HANDICAP RAMP (5'x21')	1,000
DAUBENSPECK, KIRK J & MARY E 635 LANDER LANE 22611	DETACHED GARAGE (47'x24')	48,000
FLEMING, RICHARD W & PEGGY F 48 LOCUST LANE 20135	ACCESSORY BLDG (24'x31')	23,000
POH, CRISPIN L 129 ROSEVILLE COURT 22620	REAR DECK (12'x20'=240')	4,000
EVERHART, RAYMOND G 459 FOREST RIDGE LANE 20135	INSTALL WOODSTOVE	0
SAINT THOMAS PARTNERSHIP 409 JACK ENDERS BOULEVARD UNIT 5 22611	CHANGE OF USE FROM S-1 TO	0

BYRD, BEVERLEY B 222 SWAN AVENUE 22611	1sty ACCESSORY BLDG (HOME)	18,000
TOTALS:	8	94,000

TOTAL # OF BUILDING PERMITS / VALUE:	14	1,851,000
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CERTIFICATES OF OCCUPANCY

DATE ISSUED	ADDRESS	TYPE
NO C/O's ISSUED		

TOTAL PERMIT & INSPECTION FEES COLLECTED:	15,402.50
TOTAL OTHER REVENUE COLLECTED:	500.00
TOTAL REVENUE COLLECTED:	15,902.50

OTHER PERMITS ISSUED:

TYPE	RES	COMM	FEES	VALUE
ELECTRICAL PERMIT	19	3	1,065.00	0
MECHANICAL PERMIT	13	1	540.00	0
PLUMBING PERMIT	7	2	570.00	0
TOTALS:	39	6	2,175.00	0

PROJECT CODE RECAP

PERMITS BY TYPE	# OF PERMITS	ESTIMATED VALUE
ACCESSORY BLDG RESIDENTIAL	2	41,000
DECK/PORCH	1	4,000
ELECTRIC PERMITS	22	0
LAND DISTURBANCE PERMIT	1	0
MECHANICAL PERMITS	14	0
NEW RESIDENCE SINGLE FAMILY	4	1,757,000
NEW SINGLE FAMILY GARAGE	1	48,000
PLUMBING PERMITS	9	0
HANDICAP RAMP	1	1,000
REMODEL-MINIMUM FEE (COMM)	1	0
REMODEL-MINIMUM FEE (RES)	1	0
USE CHANGE	1	0
WOODSTOVE/PELLET STOVE	1	0
TOTALS	59	1,851,000

PERMITS BY AREA

DESCRIPTION	# OF PERMITS	ESTIMATED VALUE
GREENWAY DISTRICT	15	0
CHAPEL DISTRICT	11	0
BATTLETOWN DISTRICT	11	0
LONGMARSH DISTRICT	3	0
BERRYVILLE DISTRICT	18	0
BOYCE DISTRICT	1	4,000
TOTALS	59	4,000

INSPECTIONS BY TYPE			
PERMIT TYPE	# OF INSPECTIONS	RES	COMM
BUILDING PERMIT	52	45	7
ELECTRICAL PERMIT	38	33	5
FIRE PERMIT	1	0	1
MECHANICAL PERMIT	25	25	0
PLUMBING PERMIT	19	17	2
TOTALS	135	120	15

DAY	DATE	HOURS IN FIELD	HOURS IN OFFICE	TOTAL HOURS	BLDG INSP	ELEC INSP	GAS INSP	MECH INSP	PLBG INSP	MISC INSP	TOTAL INSP	START MILEAGE	END MILEAGE	TOTAL MILES DRIVEN	FUEL	COMMENTS
Saturday	3/1/2014			0							0			0		
Sunday	3/2/2014										0			0		
Monday	3/3/2014	4	4	8	1	1		1	1		4	129465	129488	23		
Tuesday	3/4/2014	4	4	8	1	1		1	1		4	129488	129522	34		
Wednesday	3/5/2014	3	5	8	3	1			1		5	129522	129543	21		
Thursday	3/6/2014			0							0			0		
Friday	3/7/2014			0							0			0		
Saturday	3/8/2014			0							0			0		
Sunday	3/9/2014			0							0			0		
Monday	3/10/2014			0							0			0		
Tuesday	3/11/2014			0							0			0		
Wednesday	3/12/2014			0							0			0		
Thursday	3/13/2014			0							0			0		
Friday	3/14/2014			0							0			0		
Saturday	3/15/2014			0							0			0		
Sunday	3/16/2014			0							0			0		
Monday	3/17/2014	4	4	8	3	2	3	1	1			129687	129721	34		
Tuesday	3/18/2014	4	4	8	1	2		1	1			129721	129754	33	17	
Wednesday	3/19/2014	4	4	8	2	6						129754	129834	80		
Thursday	3/20/2014	4	4	8	2	1			1		4	129834	129902	68		
Friday	3/21/2014	4	4	8	1			1			2	129902	129928	26		
Saturday	3/22/2014			0							0			0		
Sunday	3/23/2014			0							0			0		
Monday	3/24/2014	5	3	8	2	5		3	5		15	129928	129995	67		
Tuesday	3/25/2014	5	3	8	3	4			2		9	129995	130024	29		
Wednesday	3/26/2014	5	3	8	1	3	1	2	3					0	17	
Thursday	3/27/2014	4	4	8	6	4	3	1	1	1	16			0		Personal Vehicle
Friday	3/28/2014	4	4	8						1	1			0		Personal Vehicle
Saturday	3/29/2014			0							0			0		Personal Vehicle
Sunday	3/30/2014			0							0			0		
Monday	3/31/2014	4	4	8	2	1					3			0		Personal vehicle
TOTALS		58	54	112	28	31	8	11	16	2	63			415	34	

DAY	DATE	HOURS IN FIELD	HOURS IN OFFICE	TOTAL HOURS	BLDG INSP	ELEC INSP	GAS INSP	MECH INSP	PLBG INSP	MISC INSP	TOTAL INSP	START MILEAGE	END MILEAGE	TOTAL MILES DRIVEN	FUEL	COMMENTS
Saturday	3/1/2014			0							0			0		
Sunday	3/2/2014			0							0			0		
Monday	3/3/2014			0							0			0		
Tuesday	3/4/2014			0							0			0		
Wednesday	3/5/2014			0							0			0		
Thursday	3/6/2014	1.5	7	8.5	3	0	0	0	1		4	129543	129561	18		
Friday	3/7/2014			0							0			0		
Saturday	3/8/2014			0							0			0		
Sunday	3/9/2014			0							0			0		
Monday	3/10/2014	4	4.5	8.5	5	4	0	1	2		12	129561	129630	69		
Tuesday	3/11/2014			0							0			0		
Wednesday	3/12/2014	3	5.5	8.5	2	1	0	0	0		3	129630	129662	32		
Thursday	3/13/2014			0							0			0		
Friday	3/14/2014	3	5.5	8.5	2	1	4	0	0		7	129662	129687	25		
Saturday	3/15/2014			0							0			0		
Sunday	3/16/2014			0							0			0		
Monday	3/17/2014			0							0			0		
Tuesday	3/18/2014			0							0			0		
Wednesday	3/19/2014			0							0			0		
Thursday	3/20/2014			0							0			0		
Friday	3/21/2014			0							0			0		
Saturday	3/22/2014			0							0			0		
Sunday	3/23/2014			0							0			0		
Monday	3/24/2014			0							0			0		
Tuesday	3/25/2014			0							0			0		
Wednesday	3/26/2014			0							0			0		
Thursday	3/27/2014			0							0			0		
Friday	3/28/2014			0							0			0		
Saturday	3/29/2014			0							0			0		
Sunday	3/30/2014			0							0			0		
Monday	3/31/2014			0							0			0		
TOTALS		11.5	22.5	34	12	6	4	1	3	0	26			144	0	

**BUILDING DEPARTMENT
COUNTY OF CLARKE, VA
NEW SINGLE FAMILY DWELLINGS
2014**

	Battletown	Berryville	Boyce	Chapel	Greenway	Longmarsh	TOTAL	COMMENTS
January	0	0	1	1	0	1	3	
February	0	0	0	2	1	1	4	1 in LM is Mobile Home
March	1	0	0	1	2	0	4	
April							0	
May							0	
June							0	
July							0	
August							0	
September							0	
October							0	
November							0	
December							0	
TOTAL	1	0	1	4	3	2	11	

COUNTY OF CLARKE CIRCUIT COURT
 MONTH END DEEDS OF PARTITION AND CONVEYANCE
 LOCAL TAXATION DEPARTMENT
 COUNTY
 FOR MARCH, 2014

RECORDED	INSTRUMENT	GRANTOR	(X)	GRANTEE/ADDRESS	(X)	CONSIDERATION	TYPE	PERCENT
03/04/14	14-324	CARPER, BETTIE RECORDED TIME: 01:56 DESCRIPTION 1: PARCEL ON RT 644 DATE OF DEED : 02/19/14 BOOK: 574 NUMBER PAGES : 0	N	O'DONNELL, WAYNE JOSEPH & DIAN 77 GUN BARREL RD WHITE POST, VA. 22663 GREENWAY DIST	N	215,000.00	DBS	100%
								241,700 w/imp
03/04/14	14-321	HARKNESS, LEONARD H RECORDED TIME: 11:54 DESCRIPTION 1: LOT 13, KEENELAND SUB DATE OF DEED : 02/28/14 BOOK: 574 NUMBER PAGES : 0	Y	SCHOOLEY, RICKEY T & JOANNE M CLARKE CO VA, . CHAPEL DIST	Y	.00	DBS	100%
03/04/14	14-322	HARKNESS, LEONARD H ET ALS RECORDED TIME: 11:55 DESCRIPTION 1: LOTS 13 & 14 DATE OF DEED : 00/00/00 BOOK: 11 NUMBER PAGES : 0	N	SCHOOLEY, RICKEY T ET ALS N/A CHAPEL DIST	N	.00	OPM	100%
03/05/14	14-329	HARKNESS, LEONARD H RECORDED TIME: 10:20 DESCRIPTION 1: CHAPEL DISTRICT, LOT 13, 10.006 ACRES DATE OF DEED : 03/05/14 BOOK: 574 NUMBER PAGES : 0	N	ARKNESS, LEONARD, ET AL 704 LANDER LANE BERRYVILLE, VA. 22611	N	.00	DG	100%
03/05/14	14-330	LABAX LLC RECORDED TIME: 10:50 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 02/22/14 BOOK: 574 NUMBER PAGES : 0	N	LABAXSMB LLC P.O. BOX 428 HAMILTON, VA. 20159	N	.00	DG	100%
03/05/14	4080	RUBIN, GARY PAUL, DECEASED RECORDED TIME: 15:03 DESCRIPTION 1: LOT AT 121 S BUCKMARSH ST DATE OF DEED : 03/05/14 BOOK: 93 NUMBER PAGES : 0	N/A	N/A W/B 70 PG 318 TOWN OF BERRYVILLE	N/A	.00	QUAL	00%
03/06/14	14-335	BERNARD, JOSEPH P & MICHEL G RECORDED TIME: 02:05 DESCRIPTION 1: BATTLETOWN DISTRICT LOT 1A & LOT1B DATE OF DEED : 01/21/14 BOOK: 574 NUMBER PAGES : 0	N	BERNARD, JOSEPH P & MICHEL G 17617 RAVEN ROCKS ROAD BLUEMONT, VA. 20315	N	.00	DBS	100%
03/07/14	14-337	LICKING VALLEY CONSTRUCTION CO RECORDED TIME: 01:58 DESCRIPTION 1: CHAPEL DISTRICT DATE OF DEED : 00/00/00 BOOK: 574 NUMBER PAGES : 0	N	RAP. ELE. CO-OP N/A	N	.00	DE	100%

COUNTY OF CLARKE CIRCUIT COURT
 MONTH END DEEDS OF PARTITION AND CONVEYANCE
 LOCAL TAXATION DEPARTMENT
 COUNTY
 FOR MARCH, 2014

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
03/07/14	14-338	KEITHLEY, JANET IVES RECORDED TIME: 02:02 DESCRIPTION 1: 1.04 ACRES ON SWAN AVE & S BUCKMARSH ST DATE OF DEED : 03/06/14 BOOK: 574 PAGE: 944 MAP: 14A4-A-59 NUMBER PAGES : 0	N SALTER, DAVID M & KATHLEEN G N 203 S BUCKMARSH ST BERRYVILLE, VA. 22611 TOWN OF BERRYVILLE WR/S PIN:	460,000.00	DBS	100%
						384,600 w/impy
03/07/14	4081	BROOKE, DORIS L RECORDED TIME: 09:52 DESCRIPTION 1: LOT 125, BATTLEFIELD EST - TOWN, BERRYVILLE D/B 548 PAGE 4 DATE OF DEED : 03/07/14 BOOK: 94 PAGE: 1 MAP: 14A7-14-125 NUMBER PAGES : 0	N/A N/A PIN:	.00	QUAL	00%
03/10/14	14-341	HARDEN, JON; JR ET UX RECORDED TIME: 09:41 DESCRIPTION 1: LONGMARSH DISTRICT DATE OF DEED : 03/05/14 BOOK: 574 PAGE: 957 MAP: 13-A-1 NUMBER PAGES : 0	N HARDEN, JON; JR ET UX N 1400 TRIPLE J ROAD BERRYVILLE, VA. 22611 PIN:	.00	DG	100%
03/10/14	4082	BADANES, WILLIAM LOUIS RECORDED TIME: 11:17 DESCRIPTION 1: BATTLETOWN DISTRICT, 32.828 ACRES DATE OF DEED : 03/10/14 BOOK: 94 PAGE: 8 MAP: 32-A-26 NUMBER PAGES : 0	N/A N/A PIN:	.00	PROBATE	00%
03/13/14	4083	CARROLL, CHANNING K RECORDED TIME: 11:37 DESCRIPTION 1: LOT 1-10.40 ACRES WR/S GREENWAY DIST 57.13 ACRES D/B 212 PG 294 DATE OF DEED : 03/13/14 BOOK: 94 PAGE: 18 MAP: 39-A-20; 39-A-20A NUMBER PAGES : 0	N/A N/A PIN: (1/3 INTEREST)	.00	PROBATE	00%
03/14/14	14-365	PARN, WILLIAM L; ET AL RECORDED TIME: 02:39 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 03/14/14 BOOK: 575 PAGE: 51 MAP: 14A6-5-C NUMBER PAGES : 0	N LLOYD SQUARED MAIN STREET PROP N P O BOX 66 CATHARPIN, VA. 20143 PIN:	.00	DBS	100%
03/14/14	14-364	BANK OF NEW YORK RECORDED TIME: 02:48 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 03/04/14 BOOK: 575 PAGE: 48 MAP: 14A6-5-C NUMBER PAGES : 0	N PARN, WILLIAM L; ET AL N P. O. BOX 66 CATHARPIN, VA. 20143 PIN:	63,000.00	DBS	100%
						173,100 w/impy
03/14/14	4084	ROCCATI, LAURENE M, DECEASED RECORDED TIME: 14:12 DESCRIPTION 1: RECORDING COPY OF WILL; LOT 52, BL 2A, SEC 1 SHEN.RET D/B 48 PG 354 DATE OF DEED : 03/14/14 BOOK: 94 PAGE: 27 MAP: 17-A2-18-52 NUMBER PAGES : 0	N/A N/A PIN: W/B 91 PG 481	.00	COPY	00%

COUNTY OF CLARKE CIRCUIT COURT
 MONTH END DEEDS OF PARTITION AND CONVEYANCE
 LOCAL TAXATION DEPARTMENT
 COUNTY
 FOR MARCH, 2014

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
03/17/14	14-369	DUNN LAND SURVEYS INC RECORDED TIME: 03:35 DESCRIPTION 1: GREENWAY DISTRICT DATE OF DEED : 00/00/00 BOOK: 575575 PAGE: 57 MAP: 28-A-51 NUMBER PAGES : 0	N DUNN LAND SURVEYS INC N/A	N .00	PM	100%
03/18/14	14-374	MACKAY-SMITH, ALEXANDER; ET UX RECORDED TIME: 03:15 DESCRIPTION 1: GREENWAY DISTRICT, 107.7609 ACRES DATE OF DEED : 03/17/14 BOOK: 575 PAGE: 87 MAP: 36-A-3B NUMBER PAGES : 0	N KEMPSON, KENNETH; ET UX 262 MEADOW LANE WHITE POST, VA. 22663	N 1,350,000.00	DBS	100%
03/18/14	14-371	RANDOLPH, ROBERT C; IV RECORDED TIME: 12:25 DESCRIPTION 1: CHAPEL DISTRICT, 1.36 ACRES DATE OF DEED : 03/12/14 BOOK: 575 PAGE: 72 MAP: 22-A-97 NUMBER PAGES : 0	N SKOCIK, DAVID J; ET UX 1369 OLD CHAPEL ROAD BOYCE, VA. 22620	N 337,000.00	DBS	100%
03/19/14	14-377	POOL, JOSEPH DAVID & MARTHA H RECORDED TIME: 12:30 DESCRIPTION 1: TOWN OF BERRYVILLE, HERMITAGE, PH 4B LOT 193 DATE OF DEED : 03/17/14 BOOK: 575 PAGE: 95 MAP: 14A8-4-193 NUMBER PAGES : 0	N EDWARDS, MICHAEL; ET AL 404 MADDEN STREET BERRYVILLE, VA. 22611	N 400,000.00	DBS	100%
03/20/14	14-385	WHITE, SAMUEL I P C TR RECORDED TIME: 02:18 DESCRIPTION 1: TOWN OF BOYCE DATE OF DEED : 01/06/14 BOOK: 575 PAGE: 165 MAP: 21A2A57 NUMBER PAGES : 0	N FED. HOME LONE MORTGAGE CORP 5040CORP WOODS DR. STE 120 VIRGINIA BEACH, VA. 23462	Y 113,196.00	DTF	100%
03/20/14	14-386	WHITE, SAMUEL P C TR RECORDED TIME: 02:20 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 02/03/14 BOOK: 575 PAGE: 169 MAP: 7-A-48 NUMBER PAGES : 0	N FED.NATIONAL MORTGAGE ASSOC. 5040 CORP. WOODS DR STE 120 VIRGINIA BEACH, VA. 23462	Y 356,000.00	DTF	100%
03/20/14	4085	PIERSON, CHARLES FRANK RECORDED TIME: 10:10 DESCRIPTION 1: QUAL ON ESTATE DATE OF DEED : 03/20/14 BOOK: 94 PAGE: MAP: PIN: NUMBER PAGES : 0	N/A N/A	.00	QUAL	00%
03/20/14	14-383	BANK OF AMERICA, N.A. RECORDED TIME: 10:50 DESCRIPTION 1: LONGMARSH DISTRICT DATE OF DEED : 10/29/13 BOOK: 575 PAGE: 150 MAP: 7-A-14 NUMBER PAGES : 0	N SECRETARY OF HOUSING AND URBAN 421 RUSSELL RD BERRYVILLE, VA. 22611	Y 439,843.94	DBS	100%

*301,950.00
wimpy*

*323,400
wimpy*

*381,800
wimpy*

*171,500
wimpy*

*357,200
wimpy*

*521,500
wimpy*

COUNTY OF CLARKE CIRCUIT COURT
MONTH END DEEDS OF PARTITION AND CONVEYANCE
LOCAL TAXATION DEPARTMENT
COUNTY
FOR MARCH, 2014

RECORDED	INSTRUMENT	GRANTOR	(X)	GRANTEE/ADDRESS	(X)	CONSIDERATION	TYPE	PERCENT
03/21/14	14-39	SCHADLE, ERICH & NICOLE N NEDE	N	KIM, PAUL D & SANDRA E 21000 BLUE RIDGE MTN RD PARIS, VA. 20130	N	475,000.00	DBS	100%
		RECORDED TIME: 02:45		CHAPEL DIST	WR/S			
		DESCRIPTION 1: LOT 4 - SMALLEY SUBD						523,700
		DATE OF DEED : 03/19/14 BOOK: 575 PAGE: 200 MAP:				PIN:		whimp
		NUMBER PAGES : 0						
03/21/14	14-38	CARTER, DOROTHY F	N	CARTER, DORDTHY F ET AL 305 TREADWELL STREET BERRYVILLE, VA. 22611	N	.00	DBS	100%
		RECORDED TIME: 11:15						
		DESCRIPTION 1: TOWN OF BERYVILLE						
		DATE OF DEED : 03/19/14 BOOK: 575 PAGE: 174 MAP: 14A115-2,3				PIN:		
		NUMBER PAGES : 0						
03/24/14	14-400	LEAR, CHARLES B	N	VANCE, SANDRA D 668 BERRYS FERRY RD WHITE POST, VA. 22663	N	95,000.00	DBS	100%
		RECORDED TIME: 12:05		GREENWAY DISTRICT				
		DESCRIPTION 1: LOT 2 - 0.1928 ACRE						138,400
		DATE OF DEED : 03/21/14 BOOK: 575 PAGE: 228 MAP: 28A-A-4A				PIN:		whimp
		NUMBER PAGES : 0						
03/24/14	4086	BROY, JEFFREY MICHAEL, DECEASE	N/A	N/A		.00	COPY	00%
		RECORDED TIME: 14:09						
		DESCRIPTION 1: COPY OF LIST OF HEIRS/QUAL FROM VA BEACH,VA 2.78 ACRES ON RT 621 - BATTLETOWN DIST						
		DATE OF DEED : 03/24/14 BOOK: 94 PAGE: 53 MAP: 24-A-38				PIN:		
		NUMBER PAGES : 0						
03/25/14	14-405	MCKAY, GARY F & JUDITH T	N	MCKAY, GARY F & JUTH T; TR 3034 CASTLEMAN ROAD BERRYVILLE, VA. 22611	N	.00	DG	100%
		RECORDED TIME: 01:35						
		DESCRIPTION 1: BATTLETOWN DISTRICT, LOT 4, CONT. 5.020 AUBURN FARMS SUB.						
		DATE OF DEED : 03/17/14 BOOK: 575 PAGE: 265 MAP: 16-4-4				PIN:		
		NUMBER PAGES : 0						
03/25/14	14-409	COMBS, GARY ALLEN	N	COMBS, GARY ALLEN & CARLA J 11 CATHER RD BERRYVILLE, VA. 22611	N	.00	DG	100%
		RECORDED TIME: 03:02						
		DESCRIPTION 1: 1.013 ACRES - LONGMARSH DIST						
		DATE OF DEED : 03/06/14 BOOK: 575 PAGE: 272 MAP: 7-A-1B				PIN:		
		NUMBER PAGES : 0						
03/25/14	4087	WOODYARD, HOWARD WAYNE, DECEAS	N/A	N/A		.00	PROBATE	00%
		RECORDED TIME: 11:05						
		DESCRIPTION 1: PROBATE WILL						
		DATE OF DEED : 03/25/14 BOOK: 94 PAGE: 61 MAP: 8-A-13				PIN:		
		NUMBER PAGES : 0						
03/26/14	14-412	MORRIS, SUSAN THOMPSON	N	THOMPSON, W R, III & LAURA G P O DRAWER D WHITE POST, VA. 22663	N	150,000.00	DBS	100%
		RECORDED TIME: 01:15		GREENWAY DIST	WR/S			
		DESCRIPTION 1: 8.17 ACRES						81,000
		DATE OF DEED : 03/21/14 BOOK: 575 PAGE: 277 MAP: 28A-A-42A				PIN:		VAC
		NUMBER PAGES : 0						

COUNTY OF CLARKE CIRCUIT COURT
 MONTH END DEEDS OF PARTITION AND CONVEYANCE
 LOCAL TAXATION DEPARTMENT
 COUNTY
 FOR MARCH, 2014

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
03/26/14	14-413	SPRENGER, AMANDA M RECORDED TIME: 02:12 DESCRIPTION 1: BATTLETOWN DISTRICT, LOT 2 1.90 ACRE DATE OF DEED : 03/21/14 BOOK: 575 PAGE: 279 MAP: 16-3-2 NUMBER PAGES : 0	N AMANDA M SPRENGER TRUST 1727 CASTLEMAN ROAD BERRYVILLE, VA. 22611	N .00	DG	100%
03/26/14	14-410	CAMPBELL, CHARLES L & MARY ANN RECORDED TIME: 10:30 DESCRIPTION 1: BATTLETOWN DISTRICT DATE OF DEED : 03/21/14 BOOK: 575 PAGE: 274 MAP: 26-A-63 NUMBER PAGES : 0	N CAMPBELL, CHARLES L & MARY ANN N 4628 RESERVOIR ROAD NWE WASHINGTON, DC. 20007	.00	DBS	100%
03/27/14	14-421	RAINEY, T O,III SUB TR & SHIRL N RECORDED TIME: 12:30 DESCRIPTION 1: LOTS 56,578,BLK 1A,UNIT 1 - SHEN.RET BATTLETOWN DIST DATE OF DEED : 03/13/14 BOOK: 575 PAGE: 293 MAP: 17A1-1-2-57 NUMBER PAGES : 0	N FFC PROPERTIES LLC 17090 QUAIL CREEK CIRCLE HAMILTON, VA. 20158	52,600.00	DBS	100%
03/27/14	14-424	PLAY GARDEN PROPERTIES LLC RECORDED TIME: 12:40 DESCRIPTION 1: CHAPEL DISTRICT, PARCEL 2 DATE OF DEED : 03/27/14 BOOK: 575 PAGE: 319 MAP: 30-A-91 NUMBER PAGES : 0	N BURKE, JOHN G P O BOX 586 BERRYVILLE, VA. 22611 0.9761 ACRES	N 15,000.00	DBS	100%
03/27/14	4088	LLOYD, RUSSELL BURTON RECORDED TIME: 13:06 DESCRIPTION 1: D/B 332 PAGE 783 DATE OF DEED : 03/27/14 BOOK: 94 PAGE: 73 MAP: 21A2-A-5A,6 NUMBER PAGES : 0	N/A N/A	.00	REA	00%
03/28/14	14-428	JYACHOSKY, RICHARD M & CHRISTI N RECORDED TIME: 10:30 DESCRIPTION 1: 11.890 ACRES - LOT 11, LONGWOOD SUBD BATTLETOWN DIST DATE OF DEED : 03/24/14 BOOK: 575 PAGE: 336 MAP: 25D-1-11 NUMBER PAGES : 0	N HOLMES, JOHN F & SHERILYN 77 OAKLEAF LN BLUEMONT, VA. 20135	390,000.00	DBS	100%
03/28/14	14-430	HAWKS, JERRY M & DANIELLE Y RECORDED TIME: 10:40 DESCRIPTION 1: LOT 143,HERMITAGE - TOWN,BERRYVILLE DATE OF DEED : 02/20/14 BOOK: 575 PAGE: 349 MAP: 14A8-3-143 NUMBER PAGES : 0	Y HAWKS, JERRY M 209 HERMITAGE BLVD BERRYVILLE, VA. 22611	Y .00	DBS	100%
03/28/14	14-431	GREEN, CHRISTOPHER B & ATESA C N RECORDED TIME: 10:41 DESCRIPTION 1: 43.7766 ACRES DATE OF DEED : 10/18/14 BOOK: 575 PAGE: 352 MAP: 29-A-35E NUMBER PAGES : 0	N STONE FINANCING LLD 16260 N. 71ST ST., #385 SCOTTSDALE, AZ. 85254 GREENWAY DIST	N 1,787,500.00	DBS	100%

(F) 126,100 w/impv

(BDR) 100

425,500 w/impv

1,547,500 w/impv

COUNTY OF CLARKE CIRCUIT COURT
 MONTH END DEEDS OF PARTITION AND CONVEYANCE
 LOCAL TAXATION DEPARTMENT
 COUNTY
 FOR MARCH, 2014

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
03/31/14	14-448	OTTOBRE PROPERTIES LLC RECORDED TIME: 01:10 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 03/28/14 BOOK: 575 PAGE: 461 MAP: 14-A2-A-23 NUMBER PAGES : 0	N MCCLENAHAN, NICHOLAS JAMES 237 TYSON DR BERRYVILLE, VA. 22611	N 65,500.00	DBS	100% <i>60,000 VAC</i>
03/31/14	14-447	SPRENGER, AMANDA M RECORDED TIME: 12:27 DESCRIPTION 1: BATTLETOWN DSITRICT, LOT 1, 2, 3 DATE OF DEED : 03/21/14 BOOK: 575 PAGE: 458 MAP: 16-3-2 NUMBER PAGES : 0	N SPRENGER (AMANDA M) TRUST 1727 CASTLEMAN ROAD BERRYVILLE, VA. 22611	N .00	DG	100%
03/31/14	4089	ORNDORFF, ETHEL RECORDED TIME: 14:18 DESCRIPTION 1: PARCEL AT 14 PAGE ST - TOWN OF BERRYVILLE DATE OF DEED : 03/31/14 BOOK: PAGE: MAP: 14A2-A-129 NUMBER PAGES : 0	N/A N/A	N .00	PROBATE	00%

TOTAL COUNTY DEEDS OF PARTITION AND CONVEYANCE: 34
 TOTAL NUMBER OF COUNTY DEEDS OF CORRECTION : 0
 TOTAL NUMBER OF COUNTY WILL/FIDUCIARY : 9

Citizen Comment Period - Sign-In Sheet

[Sign in only if you desire to speak about an issue[s] that are not scheduled for Public Meeting/Hearings or future Public Meeting/Hearings.]

Name (Please Print)	Address	Topic
1. Matt Hoff	278 Ginns Rd, Boyce, Va	SUP-13-02/SP13-08
2. Elizabeth Sell	1321 Old Winchester Rd, Boyce	SUP-13-02/SP13-08
3. Danielle Donohue	165 Bellevue Lane, Boyce	SUP-13-02/SP13-08
4. ELYSE SMITH	2548 CRUMS CHURCH RD	"
5. LOWELL SMITH	"	"
6. Rod DeArment	409 Bellevue Lane Boyce	"
7. AnnMarie DeArment	409 Bellevue Boyce	"
8. Jason Burns	60 Hackberry Lane Blument	Fire + Rescue
9. Eric Keen	173 Old Winchester Rd	SUP-13-02/sp13-08
10. Kel Liggins	206 Joseph St	SUP SUP
11. Kel Greg Peck	196 Bellevue Lane	SUP 13 02/SP13-08
12. Kathy Colin Peck	196 Bellevue Lane	Clarke Public Schools Sup't Search
13. George Archibald	27 West Main Street	
14. Giel Miller	121 Northfield Lane	SUP 13-02/SP13-08
15. Bob Vanniello	1308 Old Winchester Rd	DOG SHELTER
16. Diane Senyko	918 Morning Star Lane Boyce	SUP 13-02 ill
17.		

Kathy
Gill

If you are representing an Organization: Rules of Procedure - Section 6-5. – Organizational Representation

Any person speaking at any portion of a meeting designated for public comment, who represents himself as being an officer or representative of an organization, group, association, corporation, or other entity, shall, upon request of a member of the Board, disclose for the organization, group, association, corporation, or other entity, the history, size, dues, structure, date of creation, requirements for membership, tax status; and shall reveal the organizations method of determining its official position and the speaker's authority to represent the organization. Unreasonable failure to provide this information to the satisfaction of the Board of Supervisors shall bar the speaker from speaking on behalf of the organization.

Clarke County**bstidham@clarkecounty.gov**

Happy Tails Development; Special Use Permit Application

From : Gina Schaecher <gschaecher@gmail.com>

Mon, Apr 14, 2014 09:45 AM

Subject : Happy Tails Development; Special Use Permit Application 1 attachment**To :** Brandon Stidham <bstidham@clarkecounty.gov>**Cc :** Carl Hales <carlh@mrh.com>, Michael Hobert <lawyers1@verizon.net>

Mr. Stidham:

Attached please kindly find a copy of the opinion letter from Valbridge Property Advisors. Please kindly provide the attached to the Board members and also please direct that a copy be placed in the file for our application.

Thank you for your continued assistance with this matter.

Best regards,

Gina Schaecher
Happy Tails Development, LLC

04.10.14 Valbridge Letter D. Brooks.pdf
 270 KB



6240 Old Dobbin Ln., Ste 140
Columbia, Maryland 21045
(410) 423-2358 (phone)
(410) 423-2360 (fax)
valbridge.com

April 10, 2014
Gina L. Schaecher, Esquire
Rees Broome, P.C.
1900 Gallows Road, Suite 700
Tysons Corner, Virginia 22182

**RE: Proposed Happy Tails Kennel
Old Winchester Rd. (Rt. 723) & Bellevue Ln.
Tax Map 20-2-9
Clarke County, Virginia**

Dear Ms. Schaecher:

In accordance with your request, we have investigated our files and other relevant information regarding the methodology for evaluating value diminution in properties surrounding potentially disruptive uses. The scope of this assignment does not include any quantitative analysis or conclusions, but rather sets forth the appropriate methodologies for evaluating any potential impact that the project may have, relative to its neighbors. I, as well as other members of my firm, have qualified as expert witnesses in conjunction with various real estate investigations regarding potentially disruptive land uses. To this end, we have attempted to identify the impact on nearby property values and property appreciation based on prescribed appraisal methodology.

The Happy Tails Kennel is proposed for construction within a 90+ acre land parcel surrounded by agriculturally-zoned and used land. Once completed, the kennel will be situated in the center of the property thus providing sufficient buffer from adjoining properties. This great amount of buffer acreage should shield adjoining properties from any sounds, views or smells which could be interpreted as inconsistent with the surrounding uses. The proposed structures will not be highly visible from the street.

In order to perform the appropriate analyses to determine the subject's likely impact on adjoining residential values, the following scope of analysis would be employed:

- Inspect the subject site and its neighborhood;
- Review the subject's conceptual and/or architectural plans
- Search for similar facilities nearby
- Research and analyze arms-length sales transactions in proximity to those facilities that may have been impacted due to this proximity
- Research and analyze similar arms-length property transactions which occurred in similar locations outside of the potential sphere of influence of the nearby similar facilities
- Draw conclusions concerning the subject's likely impact on nearby residential values based on the differential in paired sales from the proximate property transactions to the properties outside of the sphere of influence

Our methodology in approaching this task is to collect and analyze sales transaction data within the subject market area, calculating the appreciation rate for individual properties which have sold at least twice in recent years. Our hypothesis would be that were there some adverse impact of an existing kennel facility on values, then the homes with greater proximity to the kennels will have appreciated at a slower rate than the other area properties, or perhaps even declined in value. This analysis would be based on actual settled transactions rather than on assessed values or third-party opinions as assessed values are merely opinions of value and are not actual market transactions.

In analyzing the specific development, the appraiser must also ascertain where the kennel will fall relative to these important considerations:

- **Low Visual Impact**—It is assumed that the kennel facility will be designed such that it will be consistent in appearance and scale with agricultural structures in rural Clarke County, and that it will be buffered from adjoining parcels by existing forest and new landscaping. It will be at a significant distance from any residential structures.
- **Low Traffic Impact**—Traffic generated by a kennel facility should not affect the level of service currently enjoyed by drivers on area roads.
- **Low Noise Impact**—Due to the large surrounding buffer and the fact that the kennel will be predominately an indoor facility with noise carefully contained and mitigated within the structure itself. Noise emanating from the building is anticipated to be no higher than outside ambient noise levels. When certain animals are exercised outdoors, it is anticipated that such noise will not be detrimental and will have largely dissipated by the time it reaches adjoining properties due principally to the facility's distance from them.

We have also included an excerpt from *Guide Notes to the Standards of Professional Appraisal Practice of the Appraisal Institute Effective July 27, 2013, Guide Note 6: Consideration of Hazardous Substances in the Appraisal Process—P.23*. Though pertaining to the risk and stigma effect of environmental contamination on nearby properties, the valuation process is quite similar and worth reviewing.

Risk Effects

... "If the uncertainties and perceptions of the market result in reductions in property value (property value diminution) then the appraiser might conclude that the subject property suffers from environmental stigma. Environmental stigma for the appraisal profession is the product of uncertainty and adverse perceptions of the market but is always measured on the basis of actual market data and transactions that reflect these perceptions. **The appraiser is cautioned that not all uncertainty and increased concern and perceptions in the market may reduce property values, and that any analysis of risk effects and stigma must be based on actual data from the relevant market or submarket and should not be assumed to occur without such evidence.** Further, the appraiser should employ relevant and generally accepted methods and techniques to analyze the relevant and reliable market data in order to develop an opinion concerning the existence and extent of any risk and stigma that may exist before applying such a deduction to the subject property or properties...."

Finally, we reviewed various documents including a letter dated February 18, 2014 from Donna Matthews Peake, Commission of the Revenue for Clarke County. In that letter, Commissioner Peake opines that "the value of the 50 +/- improved parcels will be penalized between 15%-25% in value if the kennel is allowed to be built on this location." There is no substantiation of this discount anywhere in the data presented; it appears to be somewhat of a random statement. A thorough analysis, conducted in a manner consistent with this letter (and more importantly with the Appraisal Institute and the Uniform Standards of Professional Appraisal Practice (USPAP) of the Appraisal Foundation) will provide an accurate conclusion as to whether the proposed kennel will have any impact on neighboring properties.

In conclusion, it is abundantly clear that a thorough investigation of area property values (through a paired sales analysis) and specifically of the change in property values for properties in proximity to a kennel is the appropriate method for determining if there is any impact to nearby properties as a result of this proximity.

I certify that, to the best of my knowledge and belief:

1. The statements of fact contained in this report are true and correct.
2. The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions and are my personal, impartial, and unbiased professional analyses, opinions, and conclusions.
3. I have no present or prospective interest in the property that is the subject of this report and no personal interest with respect to the parties involved.
4. I have performed no services, as an appraiser or in any other capacity, regarding the property that is the subject of the appraisal within the three-year period immediately preceding acceptance of this assignment.
5. I have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.
6. My engagement in this assignment was not contingent upon developing or reporting predetermined results.
7. My compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
8. My analyses, opinions and conclusions were developed, and this report has been prepared, in conformity with the Uniform Standards of Professional Appraisal Practice.
9. I have not made a personal inspection of the property that is the subject of this report.
10. No one provided significant real property appraisal assistance to the person signing this certification.
11. The reported analyses, opinions and conclusions were developed, and this report has been prepared, in conformity with the requirements of the Code of Professional Ethics and the Standards of Professional Appraisal Practice of the Appraisal Institute.
12. The use of this report is subject to the requirements of the Appraisal Institute relating to review by its duly authorized representatives.
13. As of the date of this report, I, David H. Brooks, CRE, MAI have completed the continuing education program for Designated Members of the Appraisal Institute.

Please contact me if you require any additional information or explanation.

Respectfully submitted,
Valbridge Property Advisors |
Lipman Frizzell & Mitchell LLC



David H. Brooks, CRE, MAI
Senior Managing Director
Certified General Real Estate Appraiser
Commonwealth of Virginia License No. 4001 004360
dbrooks@valbridge.com
410-423-2359



Qualifications of David H. Brooks, CRE, MAI
Senior Managing Director
 Valbridge Property Advisors | Lipman Frizzell & Mitchell LLC



Independent Valuations for a Variable World

State Certifications

State of Maryland
 Commonwealth of Virginia
 State of Delaware
 District of Columbia
 State of Pennsylvania
 State of New York

Membership/Affiliations

Member: Appraisal Institute - MAI Designation
 Member: Counselors of Real Estate - CRE Designation
 Past President: Appraisal Institute - Maryland Chapter
 Licensed Broker: Maryland Real Estate Commission
 Member: Ocean City Hotel, Motel, Restaurant Association
 Vice President: Valbridge Property Advisors, Inc.

Education

American University
 Master of Science
 Real Estate & Urban Development

 Bachelor of Science
 Urban Development & Accounting

Appraisal Institute & Related Courses

Urban Development; Real Estate Principles; Real Estate Investment Strategy; Basic Appraisal Principles; Residential Development Process; Land Use & Development; Real Estate Market Analysis; Urban Properties; Standards of Professional Practice; Litigation Valuation; Capitalization Theory & Techniques; Housing Economics & Community Development; Seminar in Real Estate & Urban Development; Appraising Historic Preservation Easements; Fundamentals of Separating Real Property, Personal Property & Intangible Business Assets

Contact Details

410-423-2359 (p)
 410-423-2360 (f)
 Valbridge Property Advisors |
 Lipman Frizzell & Mitchell LLC
 6240 Old Dobbin Lane
 Suite 140
 Columbia, MD 21045
dbrooks@valbridge.com
www.valbridge.com

Background

Valbridge | Lipman Frizzell & Mitchell LLC (2013-Present)
 Lipman Frizzell & Mitchell LLC (1978 to 2013)
 Past President – Maryland Chapter – Appraisal Institute, 1997
 Managing General Partner – Marbrook Realty LLLP, & others, since 1979
 President – Brooks Management Company, Inc., since 1979
 Past President – CHAI, (non-profit housing), 2000-2002

Experience: Expert Witness

Federal Tax Court	Federal Bankruptcy Court
Maryland Tax Court	DC Tax Court
Prince George’s Co. Circuit Court	Various County Board hearings
Property Tax Assessment Appeals Board (PTAAB)	

Instructor

John’s Hopkins University – Master’s Degree Program – Real Estate Appraisal; Northeastern Regional Association of Assessing Officers, Hotel/Motel valuation; MICPEL, Seminar on Real Estate Tax Assessment; University of Maryland, School of Public Affairs – Seminar on Housing, Land Use Planning & Zoning

Competency

Assignment types include appraisal/valuation, evaluation, marketability, economic feasibility, highest & best use, pricing, absorption and investment analysis. Property types include developed & undeveloped land, investment class - income producing real estate including: hotels, motels & restaurants; rental & condominium office buildings; shopping centers, outlet centers and regional malls; manufacturing, distribution, research & development and warehouse facilities; office, business and industrial parks; rental and condominium apartments; nursing homes and assisted living facilities; residential subdivisions; farms; marinas; and special purpose properties including a recreational lake; quarry; airport; athletic fields; and others. Assignments also include HUD-MAP valuations and market studies, Tax Credit (LIHTC) valuations, plus FNMA and Freddie Mac apartment valuations. Assignments have been concentrated within the Baltimore and Washington DC Metropolitan areas, Ocean City, Northern Virginia, Delaware and Western Maryland.

Clarke County**bstidham@clarkecounty.gov**

Fwd: Opposition to Kennel

From : Lora Walburn <lwalburn@clarkecounty.gov> Mon, Apr 14, 2014 09:53 AM
Subject : Fwd: Opposition to Kennel
To : Brandon Stidham <bstidham@clarkecounty.gov>

From: "John Michael Hobert" <clarkesupervisor@visuallink.com>
To: "Andrea Ligeti" <agligeti@gmail.com>
Cc: "David Weiss" <amweiss@visuallink.com>, "Lora Walburn" <lwalburn@clarkecounty.gov>
Sent: Monday, April 14, 2014 8:22:14 AM
Subject: Re: Opposition to Kennel

Thank you for your comments. By copy of this email, I am requesting Ms. Walburn make them a part of the record in this matter.

Michael Hobert
Clarke County Board of Supervisors
24 East Main Street | Berryville, VA 22611
Phone: 540.955.4141 | Fax: 540.955.4186 | Email: clarkesupervisor@visuallink.com

On Apr 13, 2014, at 9:34 PM, Andrea Ligeti <agligeti@gmail.com> wrote:

Dear Madame / Gentlemen,

I want to call on all of you to reject the application of an outside industrial developer for a commercial kennel special use permit on Bellevue Lane.

The deleterious impact of this project are numerous and have been cited extensively by a very large number of people therefore I am not going to recite them. Furthermore I have not heard a single argument in favor of the project that would benefit the residents of this county. The only beneficiary is the pocketbook of the industrial developer.

There 2 facts that I would like to highlight here though:

1. This project supposed to take place in an Agricultural Open Conservation zone. The citizens of this state will have a complete distrust of the structure of the land protection schemes in Clarke County if an industrial project like the one proposed can take place in a zone called Agricultural Open Conservation. This project is neither agricultural, nor it furthers the goals of conservation.

2. My understanding is that the vote on the special use permit was delayed by the Board of Supervisors to study the ways how to mitigate the negative impacts of this industrial project. Since there are no doubts that the project has numerous negative impacts on the county (including negative financial impact) my opinion is that the way to deal with this is not to mitigate the negative impacts but to reject the project altogether so there will be no negative impacts.

Again: I am asking you to deny the special use permit for this industrial kennel application.

Sincerely,
Andrea Ligeti, MD
370 Rose Airy Lane
(Mailing address: P.O.Box 286 Boyce,VA 22620)

Visual Link Spam Filter
Mark as Spam

--

Lora B. Walburn
Deputy Clerk to the Board Supervisors
Executive Assistant - County Administration
County of Clarke
101 Chalmers Court, Suite B
Berryville, Virginia 22611
[540] 955-5175
[540] 955-5180 Fax
lwalburn@clarkecounty.gov



April 7, 2014

Roderick A. De Arment
409 Bellevue Lane
Boyce, Virginia 22620

Ref: VOF Easement #CLA-VOF-1630
(Clarke County Deed Book 429 page 586)

Dear Mr. De Arment:

I am writing to respond to your concerns regarding VOF's determination for activities permitted on the VOF easement, CLA-VOF-1630 (Clarke County Deed Book 429, page 586) as expressed in our letter of September 6, 2013. We understand and sympathize with the concerns that you have raised regarding the potential community and neighborhood impacts of an activity proposed adjacent to your property. For the following reasons, however, we stand by the September 6 letter.

VOF has over 3,500 open-space easements across the Commonwealth of Virginia. Each deed of easement has specifically-identified open-space values and corresponding restrictions to protect these values. VOF has attempted to craft easements that balance the overall protection of the open-space values with a landowner's rights to conduct compatible rural uses and activities on their properties. VOF has historically considered animal (including equine, canine, and other animals) care, breeding, rescue, and rehabilitation activities as a compatible rural use. Although easements significantly limit development and thereby many uses, easements alone do not provide protection of neighboring properties from noise, traffic, or other similar externalities.

Rather, regulation of noise and traffic is the work of local government who is best situated to work with its citizenry to regulate those activities that may have an undue impact on neighboring properties and community values. Localities possess broad and discretionary regulatory authority to restrict private conduct in order to protect the public health, safety, and welfare of the community as a whole. In contrast, VOF's legal authority is limited to reasonable determinations it makes under the deed and pursuant to its statutory mission. VOF's statutory mission is to promote the preservation of open-space land, which mission is much narrower in scope than the general police power of localities to regulate noise, traffic and other impacts for the health, safety and welfare of its citizens. Moreover, open-space easements are the result of voluntary agreements between easement donors and VOF to protect the conservation purposes and values of the open-space land in perpetuity. Hence, VOF's authority to control use of the open space is limited to the terms and purposes of the easement, as described in the plain language of the deed. Contrast this with the full complement of regulations that a local government may enact in order to protect public health, safety, and welfare.

Under your interpretation of the deed, the myriad hound kennels and other animal care facilities that exist on VOF easement property throughout the state would be prohibited, per se, as a rural

virginiaoutdoorsfoundation.org

Mr. DeArment
April 7, 2014
Page 2

incompatible use. VOF cannot find the rational basis, taking into account the historical allowance for hound kennels as a rural compatible use and VOF's statutory mission to prohibit a kennel that cares for companion animals versus sporting animals.

Finally, you expressed concern in your letter that public support for the conservation easement program will be lost because the public expects enforcement of the easements that were acquired indirectly through the federal and state tax benefit programs. VOF shares this concern, however, we must also be mindful of the risks associated with selective enforcement and governmental overreach which is why we must singly focus on protecting the purposes and open-space values of the easements that we hold and trust that the localities will appropriately mitigate impacts pursuant to a locality's expansive prerogative to protect its citizens health, safety and welfare.

Again, we appreciate your concerns but we stand by our interpretation that these proposed uses as presented to us will not impair the conservation values of the open-space easement and is representative of typical rural uses being conducted on easements throughout the Commonwealth.

Sincerely,



Brett Glymph
Executive Director

cc: Michael Hobert, Chairman, Clarke County Board of Supervisors
David Weiss, Vice Chairman, Clarke County Board of Supervisors
Barbara Byrd, Bev McKay & John Staelin, Clarke County Supervisors
David Ash, Clarke County Administrator
Lora Walburn, Deputy Clerk, Clarke County Board of Supervisors
George L. Ohrstrom II, Chairman, Clarke County Conservation Easement Authority
The Honorable Ron Wyden, US Senate, Chairman, Senate Finance Committee
The Honorable Orrin Hatch, US Senate, Ranking Member, Senate Finance Committee
Mike Evans, Chief Counsel, Senate Finance Committee
Mark Prater, Deputy Staff Director and Chief Tax Counsel, Minority, Senate Finance Committee
The Honorable Dave Camp, Congressman, Chairman, House Ways and Means Committee
The Honorable Sander M. Levin, Congressman, Ranking Member, House Ways and Means Committee
Aharon Friedman, Tax Counsel, House Ways and Means Committee
Janice Mays, Democratic Chief Counsel and Chief Tax Counsel, House Ways and Means Committee
The Honorable Frank Wolf, Congressman
The Honorable Jill Vogel, Senator
The Honorable Randy Minchew, Delegate
Rand Wentworth, President, Land Trust Alliance
Mary Pope Hutson, Executive Vice President, Land Trust Alliance
Russ Shay, Director of Public Policy, Land Trust Alliance
Chris Miller, President, Piedmont Environmental Council
Rem Bingol, Loudoun and Clarke Field Officer, Piedmont Environmental Council

**Clarke County Board of Supervisors
101 Chalmers Court, Suite B
Berryville, VA 22611**

14 April 2014

Re: Happy Trails Request for a Special Use Permit to establish a commercial business on AOC zoned land that is under a conservation easement

Dear Supervisors:

We take this opportunity to remind you that in acting on this requested Special Use Permit (SUP) you have two issues before you. First, do you wish to permit the establishment and operation of a commercial dog kennel business on a land parcel that has restricted agricultural usage under an existing conservation easement? Second, is the operation of a commercial dog kennel business on the land parcel in question an appropriate and allowable use that is consistent with the County's General Plan and zoning ordinances?

With regard to the issue of appropriate use of conservation easement land, we note that the sole justification used by Ms. Brett Glymph in her letter of 7 April 2014, acting for the Virginia Outdoor Federation (VOF) as trustee for this easement, in approving the establishment and operation of the proposed commercial business on this open space land is highly questionable. Ms. Glymph's justification was simply that because VOF has a tradition of approving hound dog kennels on its conservation easement lands, it has no objection to the establishment and operation of a commercial dog kennel business on conservation easement lands for which it is the trustee. Ms. Glymph in justifying her approval seems to be completely blind to the difference between a traditional rural hound dog kennel and the spread of commercial for-profit non-agricultural businesses onto conservation easement open space lands under its trusteeship.

This error in VOF's duty to protect the open space nature of conservation easement lands under its trusteeship is contrary to rationale analysis, and seems to be in conflict with the laws of the Commonwealth. Dogs as companion animals are not

defined under Virginia law as agricultural animals, thus making the establishment and operation of a commercial business for their care, training, socialization and boarding on land restricted to agricultural uses impermissible. The Board has a duty to oversee the functioning of the Commonwealth's conservation easement program in Clarke County. Clearly, an error on the part of the easement trustee has occurred in this instance, and the Board has a duty to question legislatively this faulty reasoning of Ms. Glymph, acting on behalf of the trustee, and if need be, standing to do so in a court of law.

The Board should take no legislative action that would establish as County policy Ms. Glymph's flawed reasoning, for to do so would lead the County down the slippery slope of allowing all sorts of commercial businesses that may be peripherally related to agriculture on Clarke County's open space conservation easement lands. This would not be in the interest of the majority of Clarke County's residents, nor its taxpayers. **The Board has standing to question Ms. Glymph's unfortunate interpretation of VOF's duties as trustee, and it certainly has the power, and we believe the obligation, to deny legislatively any request before it that violates so clearly the open space principles underlying our Clarke County conservation easement program.**

Finally on this question, the Board must take into consideration the potential impact on public support for our County's efforts to preserve its agricultural, open-space land through its conservation easement program if it were to allow this spread of a commercial enterprise onto land conveyed in perpetuity as conservation easement land. The County's conservation easement program has, to date, been highly successful in gaining and maintaining public support, as well as that of individual land owners. Maintaining this public support is in the best interests of the County's financial health and its long term livability. As a result of coordinated efforts to date, the conservation easement program has an outstanding record of accomplishments, and the Board should take no action that would put at risk this success and support. Approval of the requested SUP could well create this highly unfortunate result.

With regard to the second issue, if the operation of a commercial dog kennel business on the land parcel in question is an appropriate and allowable use under the County's General Plan and zoning regulations, we have previously maintained in our submission of 12 March 2014, that it is not. We have suggested that efforts to force this proposed commercial operation onto this AOC zoned land is analogous to attempting to carve a potato into a diamond. No amount of skilled carving through the application of special conditions will result in a legislative alchemy that will turn this badly flawed potato into a diamond, for this proposed land use is intrinsically contrary to the goals and objectives of the County's General Plan, and cannot be made acceptable by carving away a bit here and a bit there using restrictive conditions to cure the inherent flaw of this proposed violation of Clarke County's zoning ethic.

We believe that it is the Board's duty to focus on the overriding issue: that of responsible land use. It should reject this attempt to make something different in fundamental nature from what has long been a settled consensus on rational land use in the County. **Apply all the mitigative special conditions you wish, and we will still end up with a large commercial operation inappropriately sited and operated in contradiction the inherent purpose of disallowing any usage that stresses the fabric of community acceptance and environmental integrity we strive to maintain in Clarke County.** If the line of unacceptable land use cannot be drawn here, where do you intend to draw it?

Do not get drawn into carving up this potato, and calling it a diamond, for if the Board were to choose to do so, it would be incessantly bombarded with potato after potato. This is not the future that our citizens want, nor deserve.

Please make this submission a part of the official record on this matter.

Respectfully submitted,

Elyse Smith, Lowell Smith,
and *Mica/Service Dog*

Elyse and Lowell Smith
2548 Crums Church Rd

Clarke County**bstidham@clarkecounty.gov**

Fwd: VOF-Clarke County Deed of Easement #CLA-VOF-1630/Deed Book 429 page 586

From : Lora Walburn <lwalburn@clarkecounty.gov> Mon, Apr 14, 2014 10:56 AM
Subject : Fwd: VOF-Clarke County Deed of Easement #CLA-VOF-1630/Deed Book 429 page 586 📎 1 attachment
To : Brandon Stidham <bstidham@clarkecounty.gov>

From: "Robina" <robina5@verizon.net>
To: "Brett Glymph Exec. Director" <bglymph@vofonline.org>
Cc: "Bobbie Cabibbo VOF Exec Asst" <bcabibbo@vofonline.org>, "Erika Richardson" <erichardson@vofonline.org>, "Barbara Byrd" <bjb1971@verizon.net>, "Bev McKay" <bevbmckay@gmail.com>, "David Ash" <dash@clarkecounty.gov>, "David Weiss" <amweiss@visuallink.com>, "J. Michael Hobert" <lawyers@visuallink.com>, "John Staelin" <jstaelin@clarkecounty.gov>, "Lora Walburn" <lwalburn@clarkecounty.gov>, "George L. Ohrstrom II" <glo2@me.com>, "Alison Teetor" <ateetor@clarkecounty.gov>, "Chris Miller - PEC" <cmiller@pecva.org>, "Gem Bingol" <gbingol@pecva.org>, "Jason 'McGarvey (VOF)'" <jmgarvey@vofonline.org>, "cindybridgeman va10" <cindybridgeman.va10@gmail.com>, district27@senate.virginia.gov, "Roderick DeArment" <RDeArment@cov.com>
Sent: Friday, April 11, 2014 6:22:08 PM
Subject: VOF-Clarke County Deed of Easement #CLA-VOF-1630/Deed Book 429 page 586

Ms Glymph –

Please find attached a commentary letter in response to your letter of April 7th to Mr. Rod DeArment concerning the above-referenced VOF deed of easement.

I would request that you bring this matter before your Board of Trustees at their next meeting (April).

With thanks for your kind consideration of the attached, and awaiting your/the VOF Board of Trustees response.

Robina Rich Bouffault
 Rock Hall Farm
 Boyce, VA
 (VOF deed of easement 1991)

--

Lora B. Walburn
Deputy Clerk to the Board Supervisors
Executive Assistant - County Administration
County of Clarke
101 Chalmers Court, Suite B
Berryville, Virginia 22611
[540] 955-5175
[540] 955-5180 Fax
lwalburn@clarkecounty.gov

 **Bouffault Ltr to VOF 4-11-14.pdf**
703 KB



ROCK HALL FARM

MAILING ADDRESS: P.O. BOX 208
DELIVERIES: 1823 OLD WINCHESTER ROAD
BOYCE, VIRGINIA 22620, U.S.A.

TEL: 540-837-1988
FAX: 540-837-2752
E-MAIL: ROBINAS@VERIZON.NET

April 11th, 2014

Ms. Brett Glymph
Executive Director
Northern Piedmont Region
39 Garrett Street, suite 200
Warrenton, VA 20186

Via e-mail to all parties
USPS mail to Ms. Glymph

Ref.: VOF Easement #CLA-VOF-1630
(Clarke County Deed Book 429, page 586)

Dear Ms. Glymph:

I refer to your letter of April 7th, 2014, which was addressed to Mr. Roderick A. DeArment in Boyce, VA, concerning the above-referenced Deed of Easement, which covers two properties, belonging to two different property owners (Lots 7 and 9).

I too am a property owner with a VOF easement on my 51 acres, located not far from Mr. DeArment's property. I have become increasingly concerned with the VOF's determination on September 6th, 2013, that you take a "broad view" of kennels, and that you allow a commercial boarding kennel a "compatible" use in agricultural areas. – a letter followed by your April 7th letter where you appear to confirm this view, with what I consider to be a misguided interpretation of both your mission, and the definition of "kennels".

In the 3d paragraph of your April 7th letter, you correctly state that the "VOF's authority to control use of the open space is limited to the terms and purposes of the easement, as described in the plain language of the deed." In other words, the deed is a CONTRACT between two parties – and in this particular case, a single contract between the VOF and two distinct property owners. You cannot privilege one to the detriment of the other.

You then go on to say that under Mr. DeArment's interpretation of the deed, "the myriad hound kennels and other animal care facilities that exist on VOF easement property throughout the state would be prohibited, per se, as a rural incompatible use". This is a rather giant leap to what I consider to be a completely incorrect conclusion, considering the actual language of the deed.



ROCK HALL FARM

First of all, however, let's address the definition of "kennels". I must presume that your allusion to "hound kennels" refers to foxhunting "sporting" hounds. Please take note that there are currently, in the entire state of Virginia, a total of 25 recognized MFHA (Masters of Fox Hounds Association) hunt clubs. (You may verify this on www.mfha.com). These are NOT "commercial" kennels, but are owned by private membership hunt clubs that neither board nor train for commercial purposes any dogs not belonging to the hunt. They are not open to the public for boarding, training, day care or any other commercial kennel activity. In most cases, the hunt kennels were established well prior to any current zoning ordinances – in the specific case of Clarke County's Blue Ridge Hunt, the hunt was established in 1888 (I am a member). As such, they are not affected by the terms of the deed of easement above referenced.

Secondly, the many VOF deeds of easement are individual contracts, each having its own language, and are far from being identical. My own easement (an earlier one), does not contain the language that Mr. DeArment has in his – the VOF could effectively NOT prohibit me from having any kind of a kennel I want, commercial or otherwise. In his deed of easement, however, the prohibition is clear:

"7. INDUSTRIAL OR ~~COMMERCIAL~~ ACTIVITIES. Industrial or ~~commercial~~ activities:

- i. ~~activities that are conducted on the Property for the purpose of generating income or profit.~~
- ii. *temporary or seasonal outdoor activities that do not permanently alter the physical appearance of the Property and that are consistent with the conservation values herein protected.*
- iii. *activities that can be and in fact are conducted within permitted buildings without material alteration to the external appearance thereof. Temporary outdoor activities involving 100 or more people shall not exceed seven days in duration unless approved by the Grantee in advance in writing."*

Dogs are not agricultural animals, but are defined in the Code of Virginia as "companion animals". They are also not fish (aquaculture), flowers (horticulture), trees (silviculture), grapes (viticulture) or horses (equine).

In this instance, the "clear language of the deed" is indeed very clear, and specifies NO commercial activities other than those listed. However, it also clearly does NOT prohibit private non-commercial kennels of any sort, including hunt kennels.



ROCK HALL FARM

The constraining word in the above quote is the word "commercial", not "kennel". The concerns raised are about a commercial boarding and training kennel, with its proposed additional commercial activities of:

- ✧ "Doggie Day Care" (generating numerous vehicle trips),
- ✧ retail dog product sales,
- ✧ human educational classes,
- ✧ "Kanine Karnivals" with over 100 humans (and their dogs) being held on the property for fund-raising purposes, and lastly,
- ✧ A political action entity which, in the words of the proposed purchaser of the property in her latest letter of April 9th, is "to contribute to legislative efforts to benefit animal rights and animal welfare" – much more like a PAC than an agricultural activity.

Trying to use a "broad view", or a blanket "policy" to cover over 3,500 easements, instead of focusing on your specific contract with Mr. De Arment (Lot 7)/Mr. Hales (Lot 9), I believe is counter-productive, and very detrimental to your stated mission. I am not alone in feeling that your current position on this matter essentially renders your easements worthless – as you have effectively gutted them with such a misguided pronouncement. In future, should this position stand, my recommendation to all those seeking to protect their properties will be to avoid using the VOF entirely, choosing rather one of the other entities (such as the PEC) that can offer a better protection of property owner interests.

The property in question (Lot 9) is simply not eligible for the multiple commercial uses which are being proposed. I therefore urge you to re-consider your position in this matter, which you could perhaps take up with your Board at their next meeting, and will look forward to your reply.

Sincerely,

Robina Rich Bouffault

(1991 VOF easement property owner).

- cc: Mr. Roderick DeArment
 Clarke County Board of Supervisors
 Clarke County Conservation Easement Authority
 Mr. Chris Miller, President of the Piedmont Environmental Council
 The Honorable Frank Wolf, Congressman
 The Honorable Jill Vogel, Senator
 The Honorable Randy Minchew, Delegate
 VOF Board of Trustees, via Ms. Bobbie Cabibbo –VOF Warrenton
 Mr. Jason McGarvey – VOF Richmond

Clarke County**bstidham@clarkecounty.gov****Fwd: Enforcement of Conservation Easement--VOF Easement #CLA-VOF-1630**

From : Lora Walburn <lwalburn@clarkecounty.gov> Mon, Apr 14, 2014 02:36 PM
Subject : Fwd: Enforcement of Conservation Easement--VOF
Easement #CLA-VOF-1630
To : Brandon Stidham <bstidham@clarkecounty.gov>

From: "Roderick DeArment" <RDeArment@cov.com>
To: "Brett Glymph" <bglymph@vofonline.org>
Cc: "Michael Hobert" <clarkesupervisor@visuallink.com>, "Barbara Byrd" <bjb1971@verizon.net>, "David Weiss" <amweiss@visuallink.com>, "Bev McKay" <bevmckay@gmail.com>, "John Staelin" <jstaelin@clarkecounty.gov>, "David Ash" <dash@clarkecounty.gov>, "Lora Walburn" <lwalburn@clarkecounty.gov>, "George Ohrstrom" <gohrstrom2@aol.com>, "Mike Evans" <michael_evans@finance.senate.gov>, "Mark_Prater@Finance-rep.Senate.gov" <Mark_Prater@Finance-rep.Senate.gov>, "Aharon Friedman" <aharon.friedman@mail.house.gov>, "Janice Mays" <janice.mays@mail.house.gov>, "Senator Jill Vogel" <district27@senate.virginia.gov>, "Cindy Bridgman (Delegate Minchew)" <cindybridgman.va10@gmail.com>, "Rand Wentworth" <rwentworth@lta.org>, "Mary Pope Hutson" <mpmhutson@lta.org>, "Russ Shay" <rshay@lta.org>, "Chris Miller" <cmiller@pecva.org>, "Bingol Gem (gbingol@pecva.org)" <gbingol@pecva.org>
Sent: Monday, April 14, 2014 2:29:59 PM
Subject: RE: Enforcement of Conservation Easement--VOF Easement #CLA-VOF-1630

Roderick A. De Arment
P.O. Box 99
Boyce, Virginia 22620

April 14, 2014

Brett C. Glymph
Executive Director
Virginia Outdoors Foundation
39 Garrett Street, Suite 200
Warrenton, Virginia 20186

Ref: VOF Easement #CLA-VOF-1630

(Clarke County Deed Book 429 page 586)

Dear Ms. Glymph,

Your April 7th response to my letter only deepened my concern that the VOF is failing in its duty to enforce the terms of the above-referenced conservation easement on my property.

When the VOF accepted the gift of easement on my property, it accepted the responsibility of enforcing the specific terms of this easement. VOF is not a legislative body authorized to establish broad easement policy. Rather its duty is to enforce each easement on a case-by-case basis adhering to the specific terms of that easement.

You indicate that the VOF has in the past authorized hound kennels on easement properties. That may have been appropriate under the specific terms of the easements on those properties. Based on my discussions with a number of my neighbors about their VOF easements, I know that the express prohibition of commercial nonagricultural activities in my easement is not found in all VOF easements. I request that you review the prior kennel cases to determine if any of them were under an easement that contained a nonagricultural commercial prohibition like mine.

Section 7 of my easement expressly prohibits commercial or industrial activities other than “agriculture, viticulture, aquaculture, silviculture, horticulture or equine activities....” Thus, the first question in the VOF’s analysis should be whether an activity is “commercial or industrial.” None of the hound kennels I am familiar with are commercial. They are adjunct to

nonprofit hunt or beagling clubs and do not provide for-profit dog boarding. Thus, your letter is simply wrong that the proper enforcement of my easement language would per se prohibit hound kennel across the state. In contrast to the hound kennel cases , the kennel proposed under my easement would be a for-profit commercial dog kennel taking in dogs for a fee for overnight boarding, for “doggie day-care”, for grooming, for training, and also would provide for-fee dog classes training humans.

Your letter suggests a standard of “rural incompatible use” which is a term that never appears in my easement. The proper standard is whether an activity is commercial or industrial and if so, whether it is agriculture, viticulture, etc. Your letter’s statement that VOF would be forced to differentiate between “companion animals and sporting animals” is also incorrect. For purposes of determining what activities constitute “agriculture”, Virginia Code Section 3.2-6500 defines ALL dogs as “companion animals” including sporting dogs.

I request that this letter be send to all Members of the VOF Board of Trustees.

Sincerely,

Roderick A. De Arment

*Roderick A. DeArment
Flat Duck Farm
409 Bellevue Lane*

P.O. Box 99
Boyce, VA 22620
Cell-703-408-9466
Home-540-837-1073

If this is time sensitive, please call my cell.

--

Lora B. Walburn
Deputy Clerk to the Board Supervisors
Executive Assistant - County Administration
County of Clarke
101 Chalmers Court, Suite B
Berryville, Virginia 22611
[540] 955-5175
[540] 955-5180 Fax
lwalburn@clarkecounty.gov

My name is Matt Hoff, I reside at 278
Ginns Rd. Boyce, Va. This will be my 4th
time speaking IN opposition to the granting
of the SUP for Happy Tails Development, LLC.
I urge you to deny this application and not
place conditions on the SUP. I feel
conditioning of this ~~SUP~~^{permit} is essentially worthless.
My reasoning is simple, there is a lack
of enforcement authority within our current
county government framework. This SUP
will require constant monitoring, due to the
scope and nature of its Commercial activities.
It is the county's responsibility to monitor
and enforce any SUP conditions that are
placed on the applicant. I do not believe
the burden of monitoring ~~and being the~~
~~watchdog~~^{permit} for violations of the ~~SUP~~ should
be left to the neighbors that are affected
by ~~It~~^{It} ~~this~~^{request}. Thank you for
your consideration of this issue.

Good Afternoon. My name is Danielle Donohue, and I stand before you to reiterate my opposition to the Happy Tails Development, LLC Special Use Permit. While I understand that the Board wanted its staff to spend the last month exploring potential conditions that might mitigate the impact to the County and surrounding property owners, I also now understand that this task has proven impossible.

In three minutes, I cannot describe each of the flaws I see in these conditions that are supposed to mitigate—but only further complicate—a potentially disastrous situation in my neighborhood. There seems to be little consideration for how some of the conditions would be enforced or what the estimated cost to the county and neighbors would be.

And after reading 22 conditions, I understand I would still have up to nine dogs barking from 7AM to 9 PM just past my front yard. The bottom line is I would still live next door to a kennel, and I would still have the financial rug pulled out from under my family. Living on Bellevue Lane, my husband and I are among the 50 neighbors who would have our properties devalued. I imagine our proximity to the property in question would mean we would likely lose closer to 25% of our home's value. How could the county do this to us? We are school teachers in this community, and our home is our greatest asset. What if we needed to borrow against our home in the future to cover the cost of college or medical expenses? What if living next to a commercial business—which I believed was an impossibility when we chose this place to build our home—becomes unbearable? Will we be able to afford to move?

I am still putting my faith in the Board's ability to use the code, which IF FOLLOWED, will protect residents like me from impacts such as undue noise and property devaluation. I hope that the Board realizes that no number of conditions would adequately protect the county or the neighbors. My family serves this county, and my husband and I are asking for the county to do the same for us. Please protect us. Please deny this SUP.

We strongly oppose the granting of a Special Use Permit to allow the establishment of a commercial kennel on Bellevue Lane, Boyce, VA. As property owners near the proposed operation, we believe it will cause undue noise and create a public nuisance, will adversely affect property values, and will increase traffic congestion and pose safety issues on Bellevue Lane and Rt. 723. Housing rescue dogs identified as needing rehabilitation in close proximity to our homes also has the potential to threaten the safety of the neighboring residents and livestock. Moreover, a kennel of any sort is inconsistent with the agricultural nature and zoning of our neighborhood.

Name Michael Feldman

Signature 

Address 240 Good Success Lane
Boyce, Va 22620

Tax Map ID # 8968

Name Nancy Feldman

Signature 

Address 240 Good Success Ln
Boyce, VA 22620

Tax M ID# 8968

Name _____

Signature _____

Address _____

Tax M ID# _____

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

Name Anne C Johns

Signature Anne C Johns

Address 11 Taylor St
Berryville, VA 22611

Tax M ID# _____

Name _____

Signature _____

Address _____

Tax M ID# _____

Name _____

Signature _____

Address _____

Tax M ID# _____

We strongly oppose the granting of a Special Use Permit to allow the establishment of a commercial kennel on Bellevue Lane, Boyce, VA. As property owners near the proposed operation, we believe it will cause undue noise and create a public nuisance, will adversely affect property values, and will increase traffic congestion and pose safety issues on Bellevue Lane and Rt. 723. Housing rescue dogs identified as needing rehabilitation in close proximity to our homes also has the potential to threaten the safety of the neighboring residents and livestock. Moreover, a kennel of any sort is inconsistent with the agricultural nature and zoning of our neighborhood.

Name Larry E. Hollar

Signature Larry E. Hollar

Address 1515 Pyletown Road

Boyce Va. 22620

Tax Map ID # 21-A-37 21-A-37A 21-A-32

Name _____

Signature _____

Address _____

Tax M ID# _____

Name _____

Signature _____

Address _____

Tax M ID# _____

We strongly oppose the granting of a Special Use Permit to allow the establishment of a commercial kennel on Bellevue Lane, Boyce, VA. As property owners near the proposed operation, we believe it will cause undue noise and create a public nuisance, will adversely affect property values, and will increase traffic congestion and pose safety issues on Bellevue Lane and Rt. 723. Housing rescue dogs identified as needing rehabilitation in close proximity to our homes also has the potential to threaten the safety of the neighboring residents and livestock. Moreover, a kennel of any sort is inconsistent with the agricultural nature and zoning of our neighborhood.

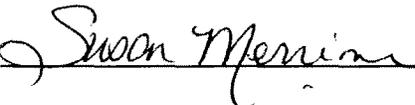
Name James Merriman Jr.

Signature 

Address 1982 Old Winchester Rd
Boyce VA 22620

Tax Map ID # _____

Name Susan Merriman

Signature 

Address 1982 Old Winchester Rd.
Boyce, Va. 22620

Tax M ID# _____

Name _____

Signature _____

Address _____

Tax M ID# _____

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

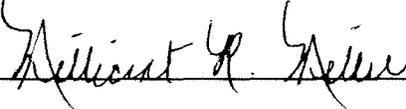
Name Barbara Schirmacher

Signature 

Address 476 Tilthammer Mill Rd.
Boyce VA. 22620

Tax M ID# _____

Name Mellicent R. Miller

Signature 

Address 765 Allen Road
Boyceville, Virginia 22611

Tax M ID# _____

Name Deborah Barthe

Signature 

Address 1074 Berrys Ferry Rd
White Post, VA 22663

Tax M ID# _____

ADDITIONAL CLARKE COUNTY RESIDENTS OPPOSED
TO A SPECIAL USE PERMIT
ON BELLEVUE LANE, BOYCE, VA

Name Jean Gilpin

Signature Jean Gilpin

Address 2215 Swift Shoals

Millwood, VA 22646

Tax M ID# _____

Name _____

Signature _____

Address _____

Tax M ID# _____

Name _____

Signature _____

Address _____

Tax M ID# _____

ORAL STATEMENT of ELYSE and LOWELL SMITH 15 April 2014

This white paper reminds you that you have two duties to perform in reviewing the Happy Trails/3Dog application. First, as the ultimate legislative body in Clarke County you have the responsibility to oversee our County's conservation easement program, and to ensure that it remains in robust good health. Second, you have the legislative responsibility to review and act upon Special Use Permit applications made to you. To date, your focus has been almost entirely on this second duty with little attention given to the first duty.

We strongly urge you to focus on both duties. Do not get distracted by addressing the challenges of one to the extent that you ignore the other.

Our primary concern is about the effect on the conservation easement program in Clarke County if this unHappy Trails proposal were to come to fruition. Clearly, the VOF reasoning in approving this commercial use on conservation easement land is seriously flawed. Moreover, this VOF decision is of questionable legality under Commonwealth law. We believe that it is this Board's duty in protecting the integrity of our conservation easement program to actively pursue the resolution of this issue. Such action should include joining in discussions with the VOF Board to resolve the important issue of which, if any, commercial operations are allowable on this land parcel under conservation easement, and taking no action on the request for the SUP until this matter has been fully resolved, including the resolution of any court action that may ensue.

Regarding your second duty, that of acting on the SUP, we note that your agenda today includes continuing review of this matter with an eye to refining a list of special conditions under which the SUP would be approved. We take this opportunity to remind you that continuing along this path is akin to pretending that one can carve a diamond out of a potato. Carve, cut, pare, tweak, imagine, pretend, all with as much skill as one can bring to this task, we will still be left with only a potato---not a diamond.

While we have substantial admiration for the skill and resolve possessed by you, and your staff, we remain convinced that all your efforts along this path can only result in a conspicuous commercial potato in the midst of surrounding conservation easement lands. Thus, we present each of you with an actual potato to remind you of the virtual potato lingering in our midst. Let this potato remind you that the siren songs of acceptable compromises are inappropriate when dealing with the hard realities of preserving our agricultural, open-space, conservation lands as truly open space, unencumbered by blatant commercial operations. As is inscribed on each potato, "Just say NO!"

Testimony of RAD: Board of Supervisors Meeting
of April 15, 2014

Mr. Chairman,

I am Rod DeArment from 409 Bellevue Lane. Today I would like to comment on the new set of proposed conditions that were recently released. While these draft conditions were an attempt to mitigate the damage that the proposed kennel would inflict, they fall well short of accomplishing that goal. These conditions are internally inconsistent, incomplete, ineffective, largely unenforceable, and in some cases, are inappropriately conditioned on future events. I

urge the Board to reject these defective conditions and deny the requested SUP.

In the brief time I have I cannot review all of the conditions, but let me offer a few illustrations of their defects:

Internal Inconsistencies:

Condition 3 states that the facility will be limited to providing rescue and rehabilitative services for the purpose of finding permanent homes for dogs and would include boarding and training of rescue dogs. This limitation as written would not permit any commercial boarding or training of non-rescue dogs at the kennel, so why do Proposed Conditions 4 and 12 refer to “customers” visiting

or buying treats for dogs housed at the facility? If there is no commercial boarding or dog training, there should be no customers visiting or buying dog treats.

Incomplete:

Unless this is another Code requirement that the County is choosing to ignore, a kennel must be in close proximity to a detached single-family dwelling. Nevertheless, the draft conditions never mention this requirement. The conditions should require that the detached dwelling is completed and occupied BEFORE the kennel is permitted to open.

Another Kind of Incomplete

On the sensitive environmental issues of liquid waste handling, Condition 17(d) leaves it up to the Board to set the size of the liquid waste tanks. This would require the Board first to determine the disputed question of how many gallons per day of dog waste water will be generated. It should be up to the Applicant to propose an acceptable system, including tank size, and that proposal should be subject to expert technical review by the staff and the Planning Commission. Also, if you think this proposed system is secure, remember how foolproof the White Post Dairy's alarm system has proven to be.

Ineffective:

Condition I purports to prevent the transfer of the SUP to another owner without the Board's approval, but the condition leaves open a giant loophole. Since the SUP will be issued to a corporation, and operated by another corporation, those corporations can be sold to another person or entity while the nominal operator and holder of the SUP will remain unchanged. Thus, Board approval can be completely circumvented.

Mr. Chairman, I have many other questions, such as will heavy construction traffic be permitted on

Bellevue Lane, but have too little time. Please deny this permit.

Testimony to Board of Supervisors Meeting of April 15, 2014
Re: SUP for Happy Tails Development, LLC

My name is AnnMarie De Arment. I live at 409 Bellevue Lane, Boyce. I am extremely concerned that the Board of Supervisors is considering imposing conditions in order to alleviate the impact of a kennel on Bellevue Lane. Most conditions are unenforceable by the County, and would be an unfair burden on the residents surrounding the properties. The BOS should deny this SUP outright.

More than 230 Clarke County residents, most of whom live in the White Post District, have signed a Petition against granting this SUP and against building a commercial business on AOC land. 50 of these property owners surround the proposed kennel within one mile, and these property owners are likely to hear the noise and see lights from this operation AND have their property values negatively affected if this permit is granted. Therefore, I cannot understand how the BOS can ignore the concerns of more than 230 residents in favor of granting a special use permit to one NONCONFORMING COMMERCIAL ENTERPRISE that will bring little to the county in terms of revenue and provide no services that the County does not already have. The drop in property tax revenue from these devalued properties would be

detrimental to the County as a whole at a time when the budget is very tight.

A commercial kennel does not belong in an AOC. This goes against the Comprehensive Plan's objective to keep AOC lands in agriculture and forest. We, and many others, purchased land here because we want to farm and to maintain the beautiful, rural, quiet, agricultural surroundings of Clarke County. In other words, we believed the County's Comprehensive Plan would protect our properties. Do not make a mockery out of Clarke County's Comprehensive Plan.

At this point, many of us are planning what we will do if the Board does grant this SUP or grants it with "conditions" which are unenforceable. We need our County to protect us now from undue safety, noise, and environmental problems, and from a devastating drop in our real estate values. Please do not discount more than 230 County residents and voters, since this issue deeply affects us ALL. I IMPLORE you to deny this SUP.

Thank you,

AnnMarie De Arment

Apr. 15, 2014

Good afternoon. My name is Greg Peck, and I live at 196 Bellevue Lane. My property adjoins Mr. Hales' property where there is a Special Use Permit application under consideration by this Board for a commercial dog kennel.

I cannot more strongly urge the Board to deny the application. ^{The County's} ~~Your~~ Planning Commission has already denied both the site plan and the Special use permit and I see no reason why you should be contradicting their work.

The fact remains that the proposed operation fails to meet the 19 criteria specified in the County's zoning ordinance.

While there are many nuances in how the proposed project fails to meet the criteria for granting a Special Use Permit, including being inconsistent with the County's Comprehensive Plan, causing undue adverse effects on preserving agricultural land, and causing undue noise, I want to highlight the dramatic decrease in property values that this operation will cause.

The County's own ~~assessment~~ ^{personal} including the Commissioner of Revenues and the county's assessor have stated on the record that I will face a 15-25% decrease in my property values. This is an unacceptable loss for me, my family, and our ability to affordably live in Clarke County. If you approve the permit, with conditions or not, who is going to compensate me for my losses? <<look each in the eye>>

This case is very similar to a special use permit application that was unanimously denied by the Board in 2000. ^{I don't understand why there should be a different outcome in a different district}

While it might seem to you that a compromise can be obtained through conditions on the permit, I can assure you that ^{over 900 of} your constituents in my area of the County do not agree. The citizens of the County have voted you into office to represent our views. Please do not take away our assets, our quality of life, and our ability to be citizens of Clarke County.

Good afternoon. I wish to address the Special Use Permit application for a commercial kennel on Bellevue Lane. My husband and I live on Bellevue Lane and are therefore deeply concerned with this issue.

It is my understanding that the special use permitting process was put into place to ensure that growth, change, activity in Clarke County aligns with the tenets of the county's Comprehensive Plan. It is also my understanding that by submitting an application for a Special Use Permit, the mere process does not entitle an applicant to a favorable outcome. Instead, the applicant has to meet the criteria laid out in the 19 points identified in the zoning ordinance and that the Special Use Permit should be denied if each those 19 points are not adequately met.

All
~~The~~ 19 points have not been met in the application submitted by Happy Tails Development, LLC. As you consider their application today, please also consider that there is one highly significant point which cannot be mitigated by any conditions placed on the applicants' proposed operation— the negative impact on neighboring property values.

We bought our home & property in 2011 with the express intention to make Clarke County our home and to contribute to & invest in our community. By approving this Special Use Permit for a commercial dog kennel—with or without conditions—you subsequently devalue our property by anywhere from 15 to 25% as corroborated by the Commissioner of the Revenue. Since our home is our single most significant asset, you essentially drain us of our life savings, which flies in the face of the Comprehensive Plan. Please vote to deny this SUP and put an end to this divisive process.

I wish to submit a few more petitions. And since the map I crafted for the last meeting showing the nearly unanimous opposition of the more than 50 neighboring property owners and residents to this proposed kennel operation did not make it into the Supervisors packet, I wish to submit it again with the add'l names. Thank you.

TALKING POINTS

GREEN AND WHITE DIAMOND SIGN ON FENCE SACRED
GROUND

COMMERICAL ENTRANCE TO ROUTE 723

ROAD-WAY BRIDGE WHERE DOES RUN-OFF WATER GO ALREADY WET
HAVE HEARD THERE MAY BE A SINK HOLE IN THAT AREA

SHOULD THIS GO BACK TO PLANNING COMMISSION WITH ALL THESE CHANGES

THE PLANNING COMMISSION HAS ALREADY DENIED THIS EARLIER

4/15 Diane Smyth 9:12 morning ~~at~~ ~~the~~ ~~Bayce~~
Facility will ~~not~~ be in my backyard - ~~requested~~
Please vote no to the SUP on

Believe ~~me~~ ~~Bayce VA~~ (one) for the following reasons

1) Comm of RD says This facility will have a negative impact on our prop. value.
I have to think you all would agree.

2) The conservation easement program risks compromise since comm. businesses are prohibited -

3) Clarke already has 5 kennels -
What JUSTIFIES a 6th?
I ask that you

Again ~~please~~ vote a Unanimous no
This this request.

DMS

Water Consumption in Animal Care Facilities

Animal care facilities require a great deal of water. Even with water restrictive fixtures, the normal operations of kennel washing, floor cleaning, animal bathing and laundry can drive water consumption to over 1,000 gallons per day.

Adding to this consumption is the complication of simultaneous use. Unlike other types of facilities, animal care operations tend to simultaneously clean the facility, the animals and perform laundry functions once in the morning and occasionally once in the afternoon. This operational reality causes the water consumption and particularly hot water requirements to have significant peaks.

We have reviewed the typical water requirements for a number of facilities over the years. We have found that the water consumption calculations suggested by the Plumbing Code are usually insufficient. We see many facilities where available cold water supply, hot water production and overall plumbing pipe sizes are too small.

Typical fixture demands in terms of staff or animals are:

Lavatories	2.6	GPD/employee
Tank-type Water Closets	6.8	GPD/employee
Kitchen Sink	0.9	GPD/employee
Janitor's Sink	0.1	GPD/employee
Pressure Wash	3.2	GPD/dog
Dog tubs	13.5	GPD/grooming
Washing Machine	10.0	GPD/grooming
Dishwasher	0.4	GPD/dog
Hose Bibbs	0.2	GPD/dog
Trench Washdown	3.2	GPD/dog
	<u>30</u>	<u>GPD/DOG</u>

- 30 GPD
210 GAL. PER WEEK
PER DOG
- 40 DOGS X 210 = 8400 GAL.
A WEEK
- 25 DOGS X 210 = 5250 GAL.
A WEEK

This excludes any irrigation or showers and results in a typical estimate of 10 gallons per day (GPD) per employee plus 8 GPD per animal boarded plus typically 24 gallons for every laundry load or dog washing.

As an example, a 40 dog boarding facility with 5 employees, 10 groomings with bathing per day and 3 laundry loads per day would require about 675 to 700 gallons of water per day.

These are estimates and in all cases *must* be compared to the Plumbing Code requirements to be sure they meet or exceed the minimum flow rates.

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Barbara Byrd

From: Bruce Welch
<brucewelchdvm@gmail.com>
Sent: Wednesday, April 09, 2014 2:08 PM
To: Barbara Byrd
Subject: Fwd: Question from Veterinary Economics reader
Attachments: Water Consumption in Animal Care Facilities.pdf

Hi Mrs. Byrd, I have forwarded the entire conversation for your perview Mr Scott Learned did help me with our hospital expansion water planning as well looks like we will not need a municipal water tap for us:)

The attachments are the items that have the letter from which I think would be of most use for the 3 Dog Farm questions. Also, the note Scott wrote to me has his company brochure and another attachment which gives a good example of the scope of projects/work his company specializes.

Unfortunately, TC and I will not be able to attend the hearing on Tuesday we will be out of town. I hope it goes well.

Please let me know if you have any problems opening the attachments and if I can be of any help.

Thank you also for your dedication and commitment to the animals and your public service.

Bruce

cell 540-336-1172

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

From: **Scott Learned** <ScottLearned@designlearned.com>

Date: Tue, Apr 8, 2014 at 5:25 PM

Subject: RE: Question from Veterinary Economics reader

To: Victoria Biondi <vbiondi@advanstar.com>

Cc: "Brucewelchdvm@gmail.com" <Brucewelchdvm@gmail.com>

Dear Victoria,

I've been working on a series of short articles and took this opportunity to prepare one on water consumption. Hopefully this helps!

Regards,

Scott

C. SCOTT LEARNED

MS, PE, LEED AP

PRESIDENT

DESIGN LEARNED INC
animal facility engineering

860-334-7201 (M)

860-889-7078 x204 (O)

www.designlearned.com

scottlearned@designlearned.com

116 Main Street, Norwich, CT 06360

From: Victoria Biondi [mailto:vbiondi@advanstar.com]
Sent: Tuesday, April 08, 2014 9:49 AM
To: Scott Learned
Subject: Re: Question from Veterinary Economics reader

Hi Scott,

Bruce Welch, the veterinarian who asked this particular question, has emailed us again requesting a response. Evidently there's a sense of urgency here because he needs to decide soon whether he has to pay a tap fee for municipal water or if his current well will be sufficient (gallons per minute) to remain on well water.

If it's OK with you, I'll pass along your contact info so the two of you can talk things over. In case you'd like his contact info, here it is:

Bruce Welch, DVM

Brucewelchdvm@gmail.com

wk 540-868-1001

cell 540-336-1172

Thanks so much!

Victoria

From: Scott Learned <ScottLearned@DesignLearned.com>

Date: Thu, 3 Apr 2014 08:58:50 -0400

To: Microsoft Office User <vbiondi@advanstar.com>

Subject: RE: Question from Veterinary Economics reader

Dear Victoria,

Thank you very much for your email. Yes, I would be very interested in helping. I actually am working on some articles for Advanstar but in the meantime, what is the format of this response? Is this a Q and A type column in the magazine or online? Would it be valuable to have something like that for engineering questions?

Please let me know and I will get you a response to this specific question shortly.

Thank you,

Scott

C. SCOTT LEARNED

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860-889-7078 x204 (O)

www.designlearned.com

scottlearned@designlearned.com

116 Main Street, Norwich, CT 06360

From: Victoria Biondi [<mailto:vbiondi@advanstar.com>]
Sent: Wednesday, April 02, 2014 4:17 PM
To: Scott Learned
Subject: Question from Veterinary Economics reader

Hi Scott,

I'm Victoria Biondi, a writer and editor with *Veterinary Economics* magazine. Recently, we had a reader ask us a question about water usage and boarding, and my editor Brendan Howard told me you'd be a good person to contact. Would you be willing and/or able to help us out?

Here's the info: This veterinarian is interested in building a 40-dog run capacity kennel with accessory grooming. Bedding for the kennel runs would be changed and laundered as well. He says they are finalizing plans now and need to know the necessary water supply line size needed. Are you able to offer your experience and numbers, if possible, on water consumption per boarded dog?

Please let me know as soon as you can, and feel free to follow up if you have further questions.

Thanks, and talk to you soon!

Victoria

Victoria Biondi

Assistant Content Specialist | Veterinary Group

Advanstar Communications

8033 Flint Street | Lenexa, KS 66214

vbiondi@advanstar.com

[\(913\) 871-3822](tel:(913)871-3822) (direct)

[\(913\) 871-3808](tel:(913)871-3808) (fax)

*We can only consider what is before us in writing
not verbal promises*

In my judgment, there are many reasons why Special Use Permit Application SUP 13-02 should be denied.

With the respect to the criteria for review of an SUP Application contained in the zoning ordinance, I would reference the following subparagraphs of the ordinance:

a. Consistency with the Comprehensive Plan of the County.

The Comprehensive Plan sets forth an objective to preserve and protect the agricultural and open-space character of the lands in the AOC district. I do not believe that the proposed use under the SUP is consistent with this objective. In addition, it is an objective of the Comprehensive Plan to protect the County's groundwater resources. I think the use under the proposed SUP would present a risk to groundwater resources.

c. No undue adverse impact on the fiscal resources of the County for waste disposal.

In order to avoid incurring the enormous expense of processing septage within the County, the County has negotiated an agreement with the Frederick-Winchester Service Authority to receive septage from the County. That agreement has a strict limit on the amount of septage that can be sent to the Service Authority facility. Given the projections of the liquid waste which would be produced from a kennel for 40 dogs, a significant percentage of the County's quota

under the agreement with the Service Authority would be used by this one landowner. In my judgment that puts at risk the County's agreement for the treatment of septage for all of citizens of Clarke County, which could impact financial resources of the County to provide alternative septage treatment.

d. No undue adverse effects on neighboring property values.

Based on the probability of increased noise, increased traffic, visual impacts, and other impacts from the use of the property and location of the facilities on the property, it is my judgment from the information presented to the Board that there likely would be significant adverse effects on neighboring property values under this SUP.

f. No traffic and access impacts.

The access to this proposed commercial operation by an existing private access easement would, in my judgment, be inadequate and would overburden the easement. While the applicant has given some verbal indication of an access road off of Route 723, that it is not represented on the site plan before us, and further, such access presents a number of environmental and conservation easement issues which have not been addressed.

h. No undue adverse effects on state designated scenic byways or property under Open-Space Easement.

The location of the kennel facilities under the proposed Special Use Permit and Site Plan would be visible from a scenic byway and from properties under conservation easements, and, in my judgment, would have an adverse effect thereon.

i. Not cause subsurface water pollution.

The kennel as proposed will result in significant amounts of animal waste being concentrated in a small area, which, despite efforts to deal with the solid and liquid waste, would present a risk of damage to subsurface water supplies.

q. Not cause undue noise.

I believe that the location of the kennel under this proposed SUP could result in undue noise levels which would impact surrounding properties.

r. Not result in scale or intensity of land use significantly greater than what allowed under permitted uses in the AOC Districts.

The use under this proposed SUP is, in my judgment, much too intense for the AOC district, particularly given the property location and the low

density of uses of properties in the area, which includes properties under conservation easement.

s. Not cause a detrimental visual impact.

As previously noted, I believe that the location of the facilities on this property under the proposed SUP would have a detrimental visual impact on surrounding properties and the scenic byway.

I do not believe that the foregoing negative impacts of the proposed use under the Special Use Permit can be adequately addressed by placing conditions on the Special Use Permit. I believe that there are some impacts that simply cannot be rectified by conditions. Further, I believe that a number of the conditions set forth in the draft conditions prepared by staff for the Board cannot be reasonably enforced.

Finally, I take into consideration the fact that this application comes to us with the recommendation of the Planning Commission for denial of the application. I also note the overwhelming citizen opposition to this application and the fact that many valid points have been made by the citizens in their presentations to and information submitted to the County.

Therefore, it is my judgment that this SUP application should be denied.

MOTION TO DENY SPECIAL USE PERMIT APPLICATION

MOTION NO. 1

I move that the Board deny Special Use Permit Application SUP 13-02.

MOTION NO. 2

(To be made after adoption of Motion No. 1)

Special Use Permit Application SUP 13-02 having been denied by the Board, I move that the Board deny Site Plan Application SP 13-08.

Prepared Remarks.

The Criteria for Action on a Special Use Permit are numerous but begin with a requirement that it be consistent with the County's Comprehensive Plan.

Our Plan places an extraordinary value upon our open space and natural resources relying upon conservation easements and other tools to protect our rural areas. Around 20% of the County is under permanent conservation easement.

Though frequently challenged to balance preservation of our unique resources with the pressures for growth and development, we have a long established history of promoting land preservation through the use of conservation easements.

The property upon which a special use permit is sought is Lot 9 of Our Lady of Good Success Subdivision. A conservation easement was placed upon this parcel as well as simultaneously upon neighboring Lot 7. Commercial activities are specifically prohibited on both properties, with the exception of agricultural activities. When the Applicant was asked how the proposed commercial activity squared with the language of the easement and would be permitted, the Applicant argued (1) The Grantee of the easement, the Virginia Outdoor Foundation, had no objection; (2) the commercial activity only took up a small portion of the property and (3) the

commercial activity would support a charitable enterprise. Clearly the plain language of the Deed of Easement negates such an interpretation or rationalization.

The Virginia Outdoors Foundation, a state agency, has advised the property owner as well as their objecting neighbor who owns Lot 7, that even though there was no specific exception for kennels, dogs or companion animals (other than horses), VOF would be taking “a broad view” finding the commercial use for boarding or breeding of dogs to be “compatible” with the presence of livestock which would be permitted as an agricultural activity.

While typically, the County would have no reason to question a state agency on such a finding, in this case, our Comprehensive Plan, ~~specifically~~ Chapter II, Objective 3, specifically calls for protecting properties held under recorded conservation easements when reviewing a land use decision such as special use request on adjacent properties. Further, the implementing components of Chapter III of the Plan, charge the County with protecting farmland by use of easements, with a major policy and purpose of reducing the potential impact of development on existing farms. Recognizing our interest in this, the General Assembly, in enacting the Virginia Conservation Act in 1988 granted local governments in Section

10.1-1013, the standing to bring an action to interpret or enforce terms of a conservation easement. If the county has the right to bring suit to enforce an easement, even one involving a private property owner and the Commonwealth, I believe it certainly has the right and in fact the duty to interpret the easement in the context of an application for a special use permit given its relevance to the property and affected neighboring lands.

Given this right, I think the clear and obvious interpretation of the Deed of Gift of Easement is that commercial activities are prohibited with the specified limited exceptions which do not include commercial dog kennels. The exception for equine activities in Section 7 of the Easement makes it plain that VOF and the Easement Grantor were well aware how to distinguish between equine and canine animals. Dogs are not agricultural animals. They are defined by Virginia as "companion animals". Further, it is not the use of kennels in an agricultural area generally that is the problem, it is the commercial activity and its intensity as proposed for this particular parcel under easement that is inappropriate when evaluated in the context of a special use permit application.

Throughout the County's Comprehensive plan, references are made to the preservation of natural resources and

open space. While a kennel, even a commercial kennel, may be properly located in an agricultural district in Clarke County, the commercial uses proposed by the Applicant on this parcel under the specific easement designed to protect the property from such uses is inappropriate and should be denied. If we failed to take this easement into account, we would not only do great injury to the neighboring lands, but we would undermine the use of easements by our citizens in the future. I believe a failure to honor and support this easement would be a serious threat to the underlying principles adopted, as our comprehensive plan and the language of the easement state, "... to facilitate the donation of open-space and conservation easements on land that is identified as having important, scenic, historic, open-space, conservation, agricultural or wildlife habitat qualities." For the Virginia Outdoor Foundation to focus on the size of the sign used at the property and not the proposed commercial use of this property is an abdication of responsibility and serious breach of duty to Clarke County and its citizens. We should not and can not be so short-sighted. We too have the right to consider the easement in the context of the evaluation of the specific application for this special use permit, and that evaluation leads me to conclude the application should be denied.

Turning to the Ordinance and the other criteria by which we are required to evaluate a Special Use Permit Application, it has been challenging to evaluate the application because, chameleon-like, it has changed over time as the Applicant has attempted to accommodate the concerns that have been raised without actually providing specifics or a detailed proposal, despite requests, that would address and mitigate the conditions created by the Application as modified over the many months since originally submitted.

For example, the Applicant has been asked to describe in detail the cover to be used for the outdoor runs, and to identify the size of the tanks proposed to be used for the wastewater from the facility. No clear response has been provided. When the intensity of use of the small private lane was questioned, the Applicant produced a drawing with an entirely new entrance sketching in a road over a wetland area and stream, that closely followed the boundary of another neighboring property. Which road is intended for use and how the alternate road would be designed remains unknown. I do not believe the County is under the obligation to contort itself to find a way to solve all of the problems raised by this proposal, nor do I think it is the County's responsibility to design this project in a manner that mitigates the legitimate concerns that have been raised. The proposed inadequate road access

cannot accommodate traffic usage and will result in unsafe conditions. The alternate road, not fully described or designed would clearly have the potential for an undue adverse effect on wildlife and plant habitat as it traversed a wet land area and stream.

Fundamentally, as many have noted, the challenge this proposal brings is its intensity. A 40 dog facility perched on a hill with multiple fences and its visual impact upon the landscape is clearly detrimental to the area. The private road is minimally improved and no provision has been made for ^{for MCV} improvement. It was constructed for residential use, but is now to be used for commercial purposes by customers and employees of the business, along with the trucks for hauling waste water. Further, the noise associated with outdoor dog training and exercise as well as the inherent sounds associated with the business traffic are but a few of the impacts which simply cannot be mitigated by the conditions under consideration.

Also significantly, the potential cost to the county for treating waste water dramatically exceeds the cost and allotment associated with providing similar service for an individual home. Consequently the proposal will have an undue impact on both short-term and long-term fiscal resources of the County.

Whether there is a negative financial impact on neighboring properties is debatable, but a real concern as well.

Much as I would like to be able to find the Applicant's proposal acceptable, when viewed against the criterial set forth in the ordinance and in particular considering the fact that the property is under conservation easement, I am unable to vote in favor of the Special Use Permit, even with the conditions which have so laboriously been crafted in an attempt to fit this square peg in a round hole.

If I may, I'd like to discuss property values.

We have received several conflicting pieces of information regarding the impact this kennel will have on property values. Our job is to look at all the information and come to a conclusion. As the County's Assessor is the person who will actually propose values at the next reassessment I asked Brandon Stidham, and David Ash to join me on a conference call with the Assessor. Let me summarize what he said for the Board.

The Assessor supported the Commissioner's comment that kennels and other forms of commercial activity do not automatically cause a major negative impact on neighboring properties but it is possible for these sorts of activities to create negative impacts on others.

He said the extent of any adverse economic impact is more likely to be large when there is a large difference in uses or values of close proximity properties. That is, a kennel or other commercial use set in the midst of estate homes will have a bigger negative impact on the values of those estate homes than the same kennel or commercial use would have if it were located next to another commercial building or homes that already had low values.

He gave some examples of kennels that had minimal impact on neighbors. One was located in the middle of a large woods. Another was in a valley along a highly traveled road and the homes nearby were very low value homes to begin with.

He understood that this kennel would be out in the open on a hill and built amongst many estate type homes. That would cause it to have a larger adverse economic impact on its neighbors than it would if it were built in the center of a wooded area or built near a business park or low value homes.

He stated the biggest adverse economic impact the proposed kennel would have would likely be on adjacent properties and those properties that have the kennel in their view-shed. (He understood the kennel location would be on a hill and could be seen by others.) However, he said the view-shed issue could be mitigated with the requirement of extensive tree buffering.

He said that the condition of an access road can have a big impact on the values of all the houses using the same access road. He stated that if an acceptable access road became a poor access road due to the kennel it could reduce values by 10% to 15%. The variables that can make an acceptable road become a poor road include things such as pot holes, soft conditions and high levels of traffic on a road that does not allow two vehicles to pass side-by-side.

Interestingly, he was less concerned about the noise of barking dogs and said he had not heard of kennels having complaints due to barking. I say his comment was "interesting" as many of us Supervisors and our staff can tell you we get complaints about barking dogs. I must also say that the complaints I hear about barking dogs are mostly about the barking of dogs of individual neighbors. It might be that people believe that complaining about kennels is useless as they licensed facilities. I do not know. However, I have to assume that if a barking dog is bothersome enough to many to cause complaints to supervisors and staff it does not matter if the noise comes from a neighbor's dog or a kennel.

Ultimately, the assessor said the exact amount of any adverse impact this facility would cause, if any, would be based on the final design of the facility, its exact location on the property, its access, how it is operated and market conditions. Time will tell. There is no single number to use.

It is important to recognize that we must evaluate this Special Use Application based on the written conditions listed in the application, not the verbal statements of the applicant. For example, the applicant has stated that she will make every attempt to carpool dogs to the facility. However, she also stated that she did not want any carpooling restriction to be listed as a condition in the Special Use Permit. Thus, I have to base my decision on the traffic that could happen, not what the applicant says she would like to have happen. Also remember that this use, if approved, would be tied to the property. The applicant will eventually sell it. The new applicant may have other ways of operating the business. When evaluating this application I have to look at what that person could do as well.

In this case the applicant continues to maintain that the kennel will produce fewer vehicle trips than the 600 square foot apartment that is allowed on the property. However, this seems doubtful to me given that the typical 600 square foot apartment houses one or two people while the kennel will have the right to have 5 employees and up to 40 dog owners picking up and delivering dogs to doggy daycare each day. It should also be noted that the applicant has not offered to give up her right to build a 600 square foot dwelling so that could be there too.

I believe the 40 dog kennel proposal violates several conditions that are listed as having to be met before a Special Use Permit can be approved.

- c. *Will not have an undue adverse impact on the short-term and long-term fiscal resources of the County for education, water, sewage, fire, police, rescue, solid waste disposal or other services.*

This facility, as proposed, could have up to 40 dogs on site at all times. The applicant's engineer has projected that water usage will be 5 to 10 gallons per day per dog. However, data from Powhatan County indicates that water usage could be more than 20 gallons per day per dog. I have to base my evaluation on what could legally happen if this kennel was operated at full capacity (40 dogs). At full capacity the proposed facility could produce 800 gallons of septage (wastewater) each day which will have to be hauled off and processed. Our current contract with

Another document
I was
given
to dog
priv 369

the Frederick-Winchester Service Authority gives the entire County access to 5,000 gallons of septage processing each day. This project could possibly use up to 20% of the County's septage processing capacity. This one facility could produce close to 3,000 times the amount of septage as the average household. Even at the applicants lowest prediction of water usage the facility would produce 730 times the septage as the average home in Clarke County (one 1,000 pump out every 10 years). The County's maximum usage level at the Frederick-Winchester Service Authority is limited in part by the Chesapeake Bay agreement between the Commonwealth and EPA. The cap was set after a long and serious negotiation between the County and the Authority. All communities are struggling to meet their "pollution" caps and must pay penalties if the caps are exceeded.

The County investigated the cost of processing septage within the County and found it to be prohibitive (millions of dollars in construction costs). We must rely on the Frederick-Winchester Service Authority for this service and do whatever we can to keep within usage cap set by the agreement. We must also recognize that it will be difficult to raise the cap and that we must keep capacity in reserve not only for future residential growth but also to allow for more frequent pump-outs (to reduce nitrogen levels in our groundwater and the Bay).

I believe this facility will have an adverse impact on the short and long term fiscal resources of the County as it will create a high level of septage (wastewater).

I also believe this facility will cause an adverse impact on future tax revenues (see letter *d* for the details regarding the negative impact on neighboring property values).

- h. Will not cause an undue adverse effect on rare or irreplaceable natural areas, areas of outstanding natural beauty, state-designated scenic byways or scenic rivers or properties under open space easement.*

This project will be located on a hill and will be easily visible from a scenic byway. In addition, many of the properties in the vicinity of the proposed kennel are in Conservation Easement

and will have the kennel in their view shed. Although the kennel building will look like a barn, the kennel complex, when looked at in total, will not look like a farm setting as the fencing will not be a 3.5 foot three board fence or a single layer of 6 x 12 American wire fencing. Instead the kennel area will be visually degraded by multiple layers of 6 foot tall 2" x 4" wire fencing due to the cross-fencing of the pens. Taken together, I believe these multiple layers of taller fencing will look more prison-like, than farm-like. I believe the look of the facility is likely to have an adverse impact on the scenic byway and on surrounding lands that are in Conservation Easement.

- d. *Will not cause undue adverse effect on neighboring property values without furthering the goals of the Comprehensive Plan to the benefit of the County.*

The Commissioner of Revenue and the County's paid assessor have stated that this project could have a negative impact on neighboring properties. The applicant has produced letters from others who say the kennel will not have an adverse impact on neighbors. I have to use my judgment and I certainly cannot ignore the views of the Commissioner or our assessor as they control the actual assessment process.

It is clear that the exact amount of that impact is unknown at this time but the assessor said that property values can be 10% to 15% lower on homes that share a private lane if traffic degrades the road. The Assessor said he tends to see lower values on properties that get their access from roads with higher traffic levels that are also narrow (do not easily allow two vehicles to pass) and have potholes and/or soft patches. It is clear that this facility will increase traffic on a private lane and will substantially add to the amount of heavy truck traffic on the road. (The septage hauler likely to visit more than once a week.) The cars and trucks going to the facility will certainly increase the amount of traffic on the road and could easily degrade the quality of the access road and thus cause a reduction in values for all properties using the road.

In addition, the proposed facility is located on a hill and would be in the view shed of several neighbors whose land is on

Easement. The prison-like look of the compound (mentioned earlier) could have a negative impact on the value of all properties that have the facility in their view shed.

It should also be noted that the applicant's request allows up to 40 dogs to be outside from 7 in the morning to 9 at night. This could lead to excessive noise (barking) which would also have a negative impact on home values.

The exact amount of the total loss in neighboring property values is unknown and will ultimately be based on the manner in which the kennel is operated. The applicant promises to mitigate these factors. However, at this time we must base our opinions on what could happen at this facility as it could have many owners over the years and some of the owners may push the limits of the conditions. That means we must assume someone will allow 40 dogs to be outside from 7 AM to 9 PM.

The Assessor said that the larger the differences in uses and or values between properties, the bigger the negative impact one facility can have on the value of its neighbors. A kennel located next to estate homes will have a bigger impact on neighboring values than the same kennel would have if it were located next to another business or homes that already have a low value. According to the Commissioner of Revenue neighboring property values in this area could fall by 15% to 30%. Just a 10% decrease in the Real Estate values of the direct neighbors would cause them to lose over \$500,000 in net worth.

My belief is that there is high risk that this kennel will cause some decrease in the property values of the facility's direct neighbors, the homes accessing the private lane and the homes that will have the facility in their direct view shed. I believe that this loss in values will not only adversely impact many homeowners in the vicinity of the kennel, it will reduce tax funding to the County by a larger amount than any added increase that may come from the taxes paid by the kennel.

It should be noted that I also do not believe that the degradations in values caused by the kennel will be offset by the furthering of any goal in the Comprehensive Plan.

- q. *Will not cause undue noise, light or glare, dust, odor, fumes or vibrations.*

Both the applicant and the neighbors submitted reports from sound experts. It is hard to judge which expert is right. However, I cannot ignore the views of Professor James Sabatier who said that barking could cause a big noise problem for neighbors. I know that as a Supervisor I get complaints from constituents about the barking of neighboring dogs. As currently proposed, this facility could have up to 40 dogs outside from 7 AM to 9 PM. The current applicant promises to keep the dogs quiet but there will be multiple owners over time and enforcement of noise complaints is problematic as the barking is often intermittent and even if taken to court a Judge could easily say, "of course you hear barking, you live near an approved kennel". I believe there is too high a chance that this facility will cause undue noise.

- r. *If in AOC or FOC zoning districts, will not result in scale or intensity of land uses significantly greater than allowed under the permitted uses for these districts.*

Not only is that property in the AOC zoning district, it is also covered by an Open Space Easement. The easement may allow kennels to operate but certainly the intensity of any such use on land in an Open Space Easement should be less than the intensity of use allowed on regular AOC land. As proposed, this kennel would be a third larger than the current operating size of any kennel on AOC Zoned Land (40 dogs vs. 30 dogs). This kennel would also be the only kennel in the County that would be approved to offer outdoor training services. I believe that when taken together, the large size of the facility and the addition of outdoor training of up to 40 dogs from 7 AM to 9 PM, make this proposed use too intensive for this parcel given its AOC zoning. Add on the events and training classes the applicant would like to run and you have a real intensity problem. This opinion is further magnified by the fact that the parcel is in Open Space Easement. If the use is too intensive for the AOC zoning district

it is certainly way to intensive for use on land that is both in the AOC zoning district and covered by an Open Space Easement.

- l. *Will not cause undue surface or subsurface water pollution.*

This facility could damage the County's water supply. The applicant will be able to have 40 dogs at the proposed kennel 24 hours a day according to the applicant's comments most of the peeing and pooping will occur outside in a relatively small area. The current SUP conditions call for the solids are to be picked up but it is difficult to pick up 100% of the poop even in the best of conditions and the process can be problematic when it is raining. Pee, of course, cannot be picked up.

All of this waste will be concentrated in a small area and this concentration is a concern because this proposed kennel is located within the County's officially designated water recharge area for the sole drinking water source for the Town of Boyce, the Waterloo commercial area and the Villages of Millwood and White Post. The Comprehensive Plan calls for the County to make every effort to protect this recharge area.

Due to right to farm laws the Board of Supervisors does not have any control over the animal waste of livestock in this area. The Commonwealth sets those standards. However, we do have control over this kennel.

- a. *Will be consistent with the Comprehensive Plan of the County.*

The County's Comprehensive Plan calls for the County to defend and expand conservation easements. Approval of this kennel application would do the opposite. The Virginia Outdoors Foundation holds the easement on this parcel and has said that commercial kennels may be allowed on lands covered by its easements. However, VOF's statement does mean not that the County has to allow the kennel or that this kennel is consistent with the County's zoning or Comprehensive Plan.

As mentioned earlier, intensive uses should not be located in AOC zoned areas, especially AOC land covered by an Open Space Conservation Easement. I believe that the approval of this kennel would not only violate the AOC zoning ordinance, it would also go against several goals in the Comprehensive Plan which call for the Board of Supervisors to protect land in conservation easement. The kennel parcel is in a conservation easement and several neighboring properties are in conservation easement. This level of intensive use is inappropriate for both the kennel property and the neighboring lands in conservation easement and is thus incompatible with the Comprehensive Plan.

The Comprehensive Plan also calls for the County to protect Prospect Hill Spring, the sole water supply for the Town of Boyce, the Waterloo commercial area and the Villages of Millwood and White Post. Additionally, the Comprehensive Plans calls for the County to protect the County's groundwater resources in general. The proposed kennels threatens both of these goals as explained earlier.

I will close by saying that my interpretation of facts in this case are supported by many citizens in the County. I have seen and heard from many citizens across the County and much of what I have heard mirrors the views I just mentioned.

CLARKE COUNTY PUBLIC SCHOOLS LEADERSHIP PROFILE REPORT

March 6, 2014



HYA Executive Search
Hazard, Young, Attea & Associates

Survey Participants

Group	Personal interviews or focus groups	Online Survey
Board	5	N/A
Administrators	13	8
Teachers	14	50
Support Employees	11	19
Community	6	45
Parents	13	280
Students	12	6
Total	70	408

Consistently Reported Themes

Strengths

- Athletic programs
- High graduation rate, low dropout rate, excellent alternative program
- IB/AP/Dual enrollment programs
- Long term and committed employees, support staff, teachers and administrators
- New Clarke County High School facility
- Personalized attention is possible and often achieved in CCPS
- Rural life is embraced and valued
- Small class sizes
- Small community atmosphere is a “unique” lifestyle of Clarke County
- Supportive parents
- Technology has advanced in recent years

Consistently Reported Themes

Challenges/Concerns/Issues

- An influential portion of Clarke citizens embrace no tax increases or limited tax increases and a strategy of limited growth and land conservancy, limiting funding to CCPS—respondents used many terms to describe—entrenchment, good ole boy, we must live within our means, land is our legacy, old guard, etc.
- Budget, finance, expenditures and revenue are prominent concerns
- Division communication and transparency need improvement to overcome negative and incorrect assumptions about CCPS
- Enrollment is slowly declining

Percentage of Respondents Who Selected Each Item (By Subgroups)								
Number indicates rank order by overall results		ALL (408)	Admin (8)	Comm. (45)	Parent (280)	Student (6)	SS (19)	Teacher (50)
13	Guide the operation and maintenance of school facilities to ensure secure, safe, and clean school environments that support learning.	28%	38%	20%	28%	83%	37%	22%
14	Hold a deep appreciation for diversity and the importance of providing safe and caring school environments.	26%	38%	31%	24%	50%	37%	28%
15	Align budgets, long-range plans, and operational procedures with the District's vision, mission, and goals.	25%	25%	27%	27%	33%	26%	14%
16	Encourage a sense of shared responsibility among all stakeholders regarding success in student learning.	25%	50%	42%	21%	17%	21%	34%
17	Communicate effectively with a variety of audiences and in a variety of ways.	25%	25%	16%	25%	33%	16%	36%
18	Strive for continuous improvement in all areas of the District.	24%	25%	31%	21%	50%	37%	24%
19	Involve appropriate stakeholders in the decision-making process.	22%	25%	20%	20%	17%	21%	30%
20	Effectively plan and manage the long-term financial health of the District.	20%	13%	29%	19%	33%	37%	12%
21	Be an effective manager of the District's day-to-day operations.	19%	13%	29%	18%	50%	26%	16%
22	Develop strong relationships with constituents, local government, area businesses, media, and community partners.	19%	75%	29%	18%	33%	16%	12%
23	Seek a high level of engagement with principals and other school-site leaders.	19%	50%	22%	18%	33%	16%	20%
24	Utilize student achievement data to drive the District's instructional decision-making.	13%	13%	16%	13%	17%	11%	16%
25	Act in accordance with the District's mission, vision, and core beliefs.	11%	13%	9%	9%	33%	26%	18%

Consistently Reported Themes

Challenges/Concerns/Issues

- Facilities have made significant improvements, but more are needed
- Home schooling is increasing
- Improve relationships with Board of Supervisors (BOS)
- Improved transparency
- Resistance to change
- Strategic plan and vision needed for long term direction
- Teachers are being lost to other surrounding divisions, pay scales are not competitive with surrounding jurisdictions
- VDOE composite index is high for Clarke County while per pupil expenditure is below state average for Clarke County

Consistently Reported Themes

- ***Desired Characteristics***
 - Ability to build trust and strong relationships with all constituencies, especially BOS and SB
 - Approachable and visible
 - Coalition builder—inspires through vision and can communicate a passion for education
 - Educationally experienced with skills and knowledge of STEM, special education and vocational technical curriculum
 - Excellent communicative skills
 - High integrity, honesty and ethics
 - Supervision for accountability
 - Willing to become resident of Clarke

On-Line Survey Participants

Stakeholder Group		
	Frequency	Percent
Administrator	8	2.0
Community Member	45	11.0
Parent	280	68.6
Support Staff	19	4.7
Student	6	1.5
Teacher	50	12.3
Total	408	100.0

Percentage of Respondents Who Selected Each Item (By Subgroups)								
Number indicates rank order by overall results		ALL (408)	Admin (8)	Comm. (45)	Parent (280)	Student (6)	SS (19)	Teacher (50)
1	Listen to and effectively represent the interests and concerns of students, staff, parents, and community members.	60%	38%	51%	64%	67%	47%	56%
2	Recruit, employ, evaluate, and retain effective personnel throughout the District and its schools.	50%	25%	56%	54%	50%	32%	28%
3	Foster a positive professional climate of mutual trust and respect among faculty, staff, and administrators.	48%	38%	62%	41%	50%	58%	70%
4	Have a clear vision of what is required to provide exemplary educational services and implement effective change.	47%	50%	36%	51%	67%	37%	32%
5	Promote high expectations for all students and personnel.	44%	25%	44%	46%	67%	32%	34%
6	Hold a deep understanding of the teaching/learning process and of the importance of educational technology.	40%	38%	40%	40%	33%	16%	52%
7	Increase academic performance and accountability at all levels and for all its students, including special needs populations.	39%	25%	36%	43%	17%	32%	28%
8	Identify, confront, and resolve issues and concerns in a timely manner.	39%	38%	27%	40%	83%	68%	32%
9	Lead in an encouraging, participatory, and team-focused manner.	33%	25%	31%	32%	17%	21%	50%
10	Be visible throughout the District and actively engaged in community life.	29%	25%	20%	29%	17%	21%	46%
11	Maintain positive and collaborative working relationships with the school board and its members.	28%	38%	42%	25%	50%	37%	28%
12	Provide meaningful guidance for systematic and comprehensive district-wide curriculum, instructional services, assessment programs, and professional development.	28%	38%	22%	28%	33%	16%	36%

Clarke County Public Schools Superintendent Desired Characteristics

After seeking input from its Board members, parents, staff, students, and community via focus groups, interviews, and an online survey, the School Board of Clarke of Clarke County Public Schools (CCPS) seeks a strong educational leader who possesses the following characteristics:

-
- Is willing to make a long-term commitment to CCPS
- Possesses financial experience and savvy and the ability to stretch resources with limited funding
- Possesses the ability to build relationships and trust with all constituencies in Clarke; community, schools, central office, School Board and Board of Supervisors
- Is a strong communicator who can tell the “CCPS” story to many different audiences
- Possesses a strong vision for education and provide the leadership, courage and management to achieve that vision
- Recruits, develops, evaluates and retains outstanding staff members at all levels
- Demonstrates fairness, ethics and honesty
- Is both collaborative and decisive, demonstrating both creativity and risk-taking skills
- Fosters trust and transparency
- Understands the complexity of achieving excellence in a rural and agricultural Virginia county school division

With regard to leadership experiences and accomplishments, the successful candidate will:

- Is or able to be certified as a Virginia superintendent
- Possesses deep knowledge and experience with providing a comprehensive curriculum for all students, i.e., AP/IB, arts, special education, vocational and technical education, etc.
- Demonstrates a solid track record of increasing responsibilities and success
- Has experience as a teacher, school based administrator and central office administrator.
- Possesses doctorate (preferred)

Clarke County Public Schools

Clarke, Virginia

LEADERSHIP PROFILE REPORT

March 6, 2014

Introduction

This report presents the findings of the Leadership Profile Assessment conducted by Hazard, Young, Attea & Associates (HYA) in March of 2014, for the new superintendent in the Clarke County Public Schools (CCPS). The data contained herein were obtained from input the HYA consultants received when they met with individuals and groups in either individual interviews or focus group settings, and from the results of the online survey completed by stakeholders. The surveys, interviews, and focus group meetings were structured to gather input to assist the Board in determining the primary characteristics desired in the new superintendent. Additionally the stakeholder interviews and focus groups collected information regarding the strengths of the District and some of the challenges that it will be facing in the coming years. The online survey data is very consistent with the input of the focus groups.

Participation

The numbers of participants and/or focus groups sessions, by stakeholder group, in the two methods of data gathering are listed below:

Group	Personal interviews or focus groups	Online Survey
Board	5	N/A
Administrators	13	8
Teachers	14	50
Support Employees	11	19
Community/Business	6	45
Parents	13	280
Students	12	6
Total	70	408

The Board of Education members were individually interviewed. The Cabinet had a focus group and several individual interviews, including one with the superintendent, Dr. Mike Murphy. The central office administrators had focus groups and several individual interviews. It should be noted that the “community/business” included clergy, Clarke County Board of

Supervisors, Clarke County employees, Clarke E3, education foundation representatives, and higher education officials of Lord Fairfax and Shenandoah University.

Open-invitation community forums for staff and community were held at locations in Clarke County as follows:

JW Middle School
Boyce Elementary
Town Hall

The responses provided by the individuals and focus groups during the interviews are listed in two places; 1) “Consistent Themes,” which are listed beginning on page 6 of the report and 2) all responses from individual and group meetings, which begin on page 8. They are listed alphabetically with no attempt to prioritize them. A separate appendix lists all comments made by survey respondents, in no particular order, although negative statements about single individual(s) have been redacted. Finally, a first draft of superintendent characteristics, to be discussed with the entire Board on March 6, 2104, can be found on page 27.

The 408 respondents on the on-line survey represent an excellent cross sampling of the different groups engaged with CCPS. Parents were also in small numbers at the focus groups, but 280 responded to the survey. The on-line survey statistical sections and the open-ended comments amplify the findings from the focus groups.

It should be emphasized that the data from the focus groups is not a scientific sampling, nor should they necessarily be viewed as representing the majority opinion of the respective groups to which they are attributed. Items are included if, in the consultants’ judgment, they warranted the Board’s attention.

Strengths of the District

When asked about the strengths of CCPS, almost every person and group interviewed cited the rich rural and agricultural heritage of Clarke County. The small size was seen as a strength for the school staff being able to provide individualized attention to many if not all students. The small size and close proximity of the schools also allowed students, teachers and administrators to know everyone. Many respondents also praised the teachers and school-based administrators of the district as being of the highest caliber. Longevity of teachers was also part of the praise of the quality of Clarke County Public School employees.

Clarke County High School, in its new iteration, was frequently cited as a strength and as a source of pride by citizens, staff, and especially the students. Students’ praise of the high school extended beyond the facility to praise of the care and involvement of their teachers in their matriculation through the school district. Many students went out of their way to mention Dr. Murphy, administrators and teachers who had a personal impact on their life.

Other commonly heard strengths include the location of the district, with its easy access to D.C., Loudoun, and the Frederick/Winchester area. Many respondents frequently cited the geographic beauty and the outdoors educational and recreational resources as strengths. It should also be noted that many groups, including Board members administrators and teachers praised the work and dedication of Dr. Mike Murphy and the quality of his leadership.

The high school graduation rate and almost non-existent drop-out rate were cited by many as a sign of personal pride in the commitment of CCPS. The consultants also want to single out the alternative education program and the philosophy of saving all students as an extremely positive attribute of CCPS.

Teachers and parents frequently cited small class size as a great attribute for personal attention. And all respondents commented on the success and richness of the academic offerings of IB/AP, dual enrollment and the variety of curriculum offerings available to students.

Clarke County Public Schools are to be commended for all the positive recognition received from the focus group days.

Challenges/Concerns/Issues Facing the District

The word “unique” was the most frequent response when any group was asked for feedback on Clarke County. Unique was both positive and sometimes very negative in definition. The small rural and agricultural heritage was associated with the positive use of the word unique.

Unique was also used negatively to describe a sharp divide in the philosophical and financial support by certain segments of the population towards the Clarke County Public Schools.

The negative aspects of unique described citizens who valued land conservation, controlled growth and lower taxes as detrimental to supporting the mission of the school division. The divide is strongly recognized by the vast majority of respondents, and they acknowledged it is the major impediment of sustaining and improving the school division.

Adequate funding dominated the initial response of many focus groups. A key challenge in the years ahead relates to finances. Many do not view salaries of Clarke teachers and administrators as regionally competitive, and there were frequent comments about how great staff are pulled away after several years by higher paying neighborhood divisions. These finance comments were most often coupled with concerns about the relationship between the School Board, Superintendent and the Board of Supervisors. The challenge remains for a new superintendent to improve the process of communication and

budgeting transparency between the two governmental bodies. The widespread perception is that these two governmental entities have difficulty working together.

The CCPS enrollment is slowly declining and many homes are “underwater” from their mortgage to their market value. Anecdotally the consultants were told that home schooling is increasing and that making the school division mediocre is a goal of some citizens so that Clarke County Public Schools are not attractive to families with children and thus limit growth.

Facility challenges still remain for the future. Funding to complete the renovation and addition at the old high school and reaching a final status of the location of all components of Cooley ES were cited by a number of respondents. Eliminating trailers from classroom usage was also cited.

The challenges facing Clarke County Public Schools and the new Superintendent are common to many Virginia school divisions. Funding and the amount of revenue transfer from Board of Supervisors to the School Board creates tension in all Virginia school divisions.

In Clarke, the embrace of land conservancy, keeping Clarke rural and small can hopefully coincide with the need for an adequately funded school division. Clarke’s VDOE composite index is very high and the per pupil spending is below the state average. The CCPS budget process must be communicative and transparent to all citizens. Data must be part of the transparency to demonstrate the performance and financial status of CCPS when compared to other school divisions in the Commonwealth. The new superintendent must facilitate this process to begin a reasoned discussion about the financing and more importantly the future of the Clarke County Public Schools.

Desired Characteristics

The most often-mentioned response to this question was a passionate educator able to communicate a vision for the future of CCPS.

A strong collaborator with the ability to work well with the Board of Education, AND the Board of Supervisors was also a highly desired characteristic. A school based administrative background and a strong sense of finance was also desirable. Many comments were made that the Superintendent needs to bring more transparency to the budget process. The candidate should also be able to present the budget in detail to many different audiences.

The successful candidate should also be a great communicator who can reach out to many different types of groups. Community involvement and visibility is highly sought and engaging parents at the Division level is also important. Many felt that the “good news” about Clarke County Schools was not being sufficiently shared, and it was hoped

by many that a new superintendent could create communication strategies that let all Clarke citizens know the positive aspects of CCPS.

The candidate should be a great listener and be highly visible in classrooms. The size of the Division compels the Superintendent to know the majority of employees by name. Honesty, ethics and integrity were also frequently mentioned.

In summary, the high level of survey responses, along with participation in the focus groups and community meetings, are strong indicators of a school division that is very proud of the past accomplishments, but seek a talented leader who can build on the excellence and move the division forward in communication, finance and student achievement.

HYA cannot promise to find a candidate who possesses all of the characteristics desired by respondents. However, HYA and the Board intend to meet the challenge of finding an individual who possesses most of the skills and character traits required to address the concerns expressed by the constituent groups. We will seek a new superintendent who can work with the Clarke School Board to provide the leadership needed to continue to raise academic standards and student performance in spite of major financial challenges, while meeting the unique needs of each of its schools and communities.

The consultants would like to thank all the participants who attended focus groups meetings or completed the online survey. Also, we would like to thank all of the Clarke County Public Schools staff members who assisted with our meetings and single out for incredible praise, Ms. Renee Weir and Dr. Mike Murphy for their efforts in facilitating our time in the Division.

Respectfully submitted,

Brad Draeger
Ann Monday

Summary of Consistently-Reported Themes

Strengths

- Athletic programs
- High graduation rate, low dropout rate, excellent alternative program
- IB/AP/Dual enrollment programs
- Long term and committed employees, support staff, teachers and administrators
- New Clarke County High School facility
- Personalized attention is possible and often achieved in CCPS
- Rural life is embraced and valued
- Small class sizes
- Small community atmosphere is a “unique” life style of Clarke County
- Supportive parents
- Technology has advanced in recent years

Challenges/Concerns/Issues

- An influential portion of Clarke citizens embrace no tax increases or limited tax increases and a strategy of limited growth and land conservancy, limiting funding to CCPS—respondents used many terms to describe—entrenchment, good ole boy, we must live within our means, land is our legacy, old guard, etc.
- Board of Supervisor, School Board and Superintendent relationships need improvement
- Budget, finance, expenditures and revenue are prominent concerns
- Division communication and transparency need improvement to overcome negative and incorrect assumptions about CCPS
- Enrollment is slowly declining
- Facilities have made significant improvements, but more are needed
- Home schooling is increasing
- Improve relationships with Board of Supervisors (BOS)
- Improved transparency
- Resistance to change
- Strategic plan and vision needed for long term direction
- Teachers are being lost to other surrounding divisions, pay scales are not competitive with surrounding jurisdictions
- VDOE composite index is high for Clarke County while per pupil expenditure is below state average for Clarke County

Desired Characteristics

- Ability to build trust and strong relationships with all constituencies, especially BOS and SB
- Approachable and visible
- Coalition builder—inspires through vision and can communicate a passion for education

- Educationally experienced with skills and knowledge of STEM, special education and vocational technical curriculum
- Excellent communicative skills
- High integrity, honesty and ethics
- Supervision for accountability
- Willing to become resident of Clarke

Comments from Interviews and Focus Group Meetings

Listed in alphabetical order
"/" indicates multiple similar responses from different interviews

Board

Strengths

- Clarke County values children
- Dr. Murphy provides excellent leadership with honesty, evenhandedness and integrity /
- Good collaboration is possible because of the small size
- High graduation rate
- IB/AP/dual enrollment and CIT course provide balanced curriculum //
- Involved parents—supportive but also critical at times
- Nowhere to go but up—many opportunities abound
- Old guard is generationally changing
- One of first Virginia divisions to provide full day Kindergarten
- Rich land with wealth to support schools
- Rural lifestyle—embraced and loved by the community /
- Small Community //
- Special education services are very good
- Stable environment—enrollment is steady state
- Technology has made significant improvements over the last few years

Challenges

- Aging of population
- Bloody budget sessions every year—need to change
- Clarke is ranked high in the Commonwealth composite index ability to support schools but per pupil expenditures are over \$1k below state average
- Combine STEM concepts with the agricultural culture and business of Clarke
- Employee attrition to other school systems for better compensation /
- Funding constraints //
- Good ole Boy and rural cannot be used as an excuse
- Influential segment of Clarke (including the BOS) do not support increased funding for schools //
- Loss of summer school and after school programs from budget cuts
- More resources and investment for Pre-K education
- Not every child will go to college and CCPS must have programs for those students
- Parents moving in from other local divisions have unrealistic expectations
- Perception of have's and have not's
- Repairing relationships between the BOS and SB
- Resistance to generate revenue
- Salary compensation and classification scales need study and improvement
- Small set of Clarke citizens do not have a favorable opinion of CCPS
- Strategic plan is needed—with a strong educational component

- Technology—develop a plan for BYOD or provide devices for employees and students
- Underfunded social services, counseling services

Characteristics

- Accept the culture and utilize incremental change as a style
- Build opportunities for students with talents in the fine arts
- Business savvy
- Clone of Dr. Murphy
- Compassionate
- Diplomat and schmoozer skills needed
- Dogmatic approach will not work
- Educational philosophy – without the cliché of putting kids first
- Embraces and promotes programs for all children, i.e., special education, fine and practical arts and Vocational Technical
- Experience with Vocational Technical programs and special education
- Invested in Clarke—don't use Clarke as a stepping stone
- Passionate about education
- People skills
- Politics—needs to understand the politics of Clarke and be able to work successfully within that type of environment
- Strong administrative/managerial/social skills
- Strong and deep experience in teaching and leadership
- Strong minded person /
- Strong voice/advocate for CCPS with all constituencies, especially the BOS
- Team skills
- Thick skin
- Transparent approach—especially with SB
- Trust builder
- Understand the Virginia Code for roles and responsibilities of the roles of Superintendent, Board of Supervisors and School Board in the budget process
- Use data for budgeting and decision making
- Vision, goals and a strategic plan are a must
- Willing to step up and do what's right
- Work with SB to build a team approach

Comments from Interviews and Focus Group Meetings

Listed in alphabetical order

“/” indicates multiple similar responses from different interviews

Administrators

Strengths

Athletic program
Clarke is unique //
Good employees
Great location, geographically beautiful—great place to live /
Great school system /
High expectations from staff for students
Highly focused on children
Individualized program for all students /
Small class sizes
Small community //
Small town charm—people are known
Stable population
Strong administrators
Strong general and special education programs
Strong IB program
Strong inclusionary practices in place
Teachers’ care about children
Very high graduation rate ///
Very involved parents
Very low dropout rate—less than 2% ///

Challenges

“Powerful” citizens are empowered to restrain, distrust, and disrupt the school system
Budget restraints ////
Clarke is not keeping up with educational currency or emerging trends—we are falling behind
Community challenges—divisive with no peace, many years of no peace
Declining enrollment
False assumptions become reality—many misconceptions about what really goes on
Ism’s, elitism, favoritism, etc.
Lack of affordable housing
Old guard does not support schools or the associated taxes -- mink and manure //
Pay scales lag behind, 41 steps on the teacher scale
Politics—rift between BOS and superintendent position //
Site based management needs better definition and congruence with central administration
SOQ staffing levels are not adequate for student success

Strategic planning—there is a need for engaging discussions about the vision and future of the division //

Strong no more tax groups

Technology—very little broadband—many homes are dial up—more instructional focus

Transparency—CCPS practices transparency, but many don't believe it

Two commuter homes

Characteristics

- Ability to increase accountability
- Able to speak to both sides of the aisles in Clarke County
- Collaborative K-12
- Conversant in future educational trends and issues
- Develop quick “wins” to gather credibility and buy-in
- Engage parents and community
- Enhance STEM
- Experienced at all levels, school based administration, central office, etc.
- Financial acumen //
- Foster relationships
- Improve relations between Superintendent/BOS and BOE ///
- Integrity
- Navigate political climate
- Politically astute //
- Problem solver
- Provide support and a voice for employees
- Public relations and communicator
- Supports and builds a strong cohesive administrative team //
- Understands how CCPS works and understands the history //
- Visible in schools and gets to know teachers /
- Visionary ///
- Will work and support alternative programs and at risk students

Comments from Interviews and Focus Group Meetings

Listed in alphabetical order

“/” indicates multiple similar responses from different interviews

Teachers

Strengths

- 175 day calendar and spring break
- Academically strong
- CCPS focuses on humane decisions for children and goes to impressive lengths to reach every child
- Clarke has high expectations
- Close knit community /
- Dedicated personnel
- Faculty pride at Boyce
- Flight team responds for grief counseling
- Generally good administrators
- Good employees, teachers, administrators /
- Great and supportive parents //
- Great special education program and services
- High expectations
- Involved parents
- Outstanding students
- Self-sustaining employees
- Small class size //
- Superintendent Advisory Committee
- Visibility of superintendent
- Well educated community

Challenges

- Blurred lines emerge in Clarke because of multiple roles of citizens, parents, teachers
- BOS is a constant street fight
- Budget and finances //
- Central office needs more accountability, spending questionable—textbooks need prioritization, why spend money on Superintendent search
- Central Office, BOE and BOS need to improve working relationships
- Changing demographics, more poverty, more ELA
- Diversity of staff is decreasing, why?
- Employees not valued
- Finance, especially the budget process needs transparency
- Home school = 160 students and increasing

- Increased legal challenges to schools—possibly from special education
- Losing teaching staff to other higher paying jurisdictions /
- Loss of “work at home” days
- Loss of participation in Governor’s School and Vocational Technical school
- Many false assumptions without fact cast CCPS in the negative
- Need for job classification and compensation study
- Perceived differences between two elementary schools
- Plantation mentality and the associated politics drives funding away from schools
- Stress from high expectations
- Teacher morale, high workload, and pressures of massive testing
- Technology although improved needs many more resources
- VDOE funding increases are not passed along through BOS to CCPS

Characteristics

- Ability to present budget with full information
- Coalition builder—build bridges
- Communication skills /
- Dr. Murphy listens, is human, and approachable—we need someone like that
- Foster site based management and listen to administrative team
- Good business skills /
- Listens with objectivity
- Possess a strong leader mentality
- Renaissance leader with vision and embraces technology and other forward thinking educational concepts
- Run the district like a business but outcome is not solely based on test scores
- Spend time in classrooms /
- Strong core educational values
- Superintendent who is part of community – lives and works here and is dedicated
- Superintendent who will work well with the SEA
- Transparent
- Willingness to seek staff input on decisions

Comments from Interviews and Focus Group Meetings

Listed in alphabetical order
"/" indicates multiple similar responses from different interviews

Parents

Strengths

- Art and music are appreciated and supported by parents
- CCHS is forward looking
- CCPS has the feel of a private school
- Class sizes /
- Committed teachers and students
- Community organizations assist CCPS with at risk students
- Community support for athletic program (football stadium is filled to capacity)
- Counseling staff coordinates with local agencies to protect children
- Great students
- Hands on
- High potential for success
- IB program
- Individualized care of students, much more so than larger divisions
- Opportunities of curriculum abound for students /
- Parents support the schools in the face of cuts, such as IB and music
- Size—county and schools are small enough to be personable
- Special education services provide truly individualized attention
- Tight knit and strong sense of community /

Challenges

- “Land is our Legacy” mentality does not support adequate funding for schools /
- Bedroom community—many two commuter families
- BOS—“we must live within our means” does not serve schools or students
- Budget and funding challenges
- Bullying, especially in the MS
- High achieving ES/MS students need more challenging opportunities /
- Lack of funding for GT program
- Lack of professional development
- Lack of resources, schools not equal
- Loss of teaching staff to other jurisdictions over compensation //
- Overemphasis of SOL’s /
- School culture not always warm and welcoming, especially front offices
- Size
- Student behavior in elementary schools
- Students have to pay for IB/AP
- Technology and basal materials are needed, can’t wait for future budgeting

- Traffic patterns around high school and middle school

Characteristics

- Ability to motivate and provide leadership
- Ability to open doors and work through barriers
- Communication skills /
- Conversant on national issues of educating students for the future
- Fiscally responsible and strong business sense
- Focus on education and instruction—don't let facility issues consume the agenda
- Hands on
- Holds principals accountable
- Ideological
- Increase accountability of teachers and administrators
- Innovative approach to literacy
- Must work well with BOS
- Passion for education
- Provide vision and common goals for division
- Strong background in Special Education
- Supports or has experience with IB, arts and music.
- Technology savvy to offer on-line and Internet learning experiences
- Thick skin

Comments from Interviews and Focus Group Meetings

Listed in alphabetical order
“/” indicates multiple similar responses from different interviews

Support Staff

Strengths

- Alternative program
- Athletic programs
- CCPS does everything well, an excellent system
- Dedicated staff
- Dr. Murphy embraced that the child comes first
- Employees bring their children from other counties and other states and pay tuition because they believe in Clarke County Public Schools
- Everyone is known
- Excellence with very little resources
- Excellent schools
- Grant writing obtains additional resources
- Great teachers
- It takes a village to raise the children and Clarke County provides the village
- Small enough to give personal attention
- Strong curriculum and instruction-AP/Bridge program

Challenges

- Budget /
- Clarke County large land owners resist growth and especially resist funding the schools
- Communication needs to be improved—too much inaccurate information is on the street about the schools
- County employees and CCPS employees do not have equal benefits
- Cronyism/favoritism /
- Employee compensation—years of no raises
- Employees have become the scapegoat and have not been part of the economic recovery
- Good ole boy syndrome does exist
- In the current environment, not all children are encouraged to do higher level work
- Kids in the middle tend to get lost
- Nobody likes change—many in Clarke do not embrace change //
- Politics are horrendous—more than one superintendent has been “run out of town”
- Students have no reason to return to Clarke County—no jobs, no industry
- Support for schools is lacking, i.e., the new high school took forever to build even though it was badly needed
- Support staff is stretched very thin for all that is expected
- We’ve done it this way in the past and there is no reason to change

Characteristics

- Ability to communicate with people on all levels
- Forgiving
- Friendly
- Honest and integrity
- Multi-tasker
- Not a “good ole boy”
- Not a yes man/woman
- Open door /
- Open to suggestions
- Patient
- Personable
- Sense of humor
- Someone just like Mike Murphy—he was very good to work for, he could talk to a first grader and then a retiring employee, and he has integrity and good values. He has spoiled us.
- Strong—able to have thick skin
- Teacher and developer of staff

Comments from Interviews and Focus Group Meetings

Listed in alphabetical order
“/” indicates multiple similar responses from different interviews

Students

Strengths

- Academic pep rallies
- CCHS has strong traditions that are important and embraced by the students
- Close knit groups of students—everyone knows each other and looks out for each other /
- Dr. Murphy and other staff members value students, see them as important and guide them
- Dr. Murphy is “wonderful” Big on student involvement and leaves lasting impressions on many students
- Every student can find a niche that fits
- Good offering of clubs and sports
- HS offers assistance for students
- Middle school students can participate in HS activities, i.e. marching band
- Schools are close together
- Staff members are involved in student lives
- Town/community serve as a big family that supports students

Challenges

- Budget cuts impact students!
- Extracurricular stipends have been cut—jazz band in middle school
- Funding—small county does not support schools well
- More sports and clubs needed—more sports for sixth graders
- Outside candidate for superintendent will have a hard time fitting into a close community

Characteristics

- Ability to make good snow calls—schools close too easily for snow
- Personable—reaches out to people—does not stay on the sidelines
- Respect students, helps and teaches students, works with student to keep traditions
- Retains Clarke County Student School Board Member position
- Retains Student Superintendent Advisory Council
- Seeks input of students, doesn’t act from authority, act with respect and listen

Comments from Interviews and Focus Group Meetings

Listed in alphabetical order
"/" indicates multiple similar responses from different interviews

Community

Strengths

- Advanced placement/IB/Dual enrollment opportunities
- Citizen advocacy—academic boosters
- Community support boosts CCPS success, i.e., community resources for alternative education program /
- Community values education
- Dedicated School Board
- Innovation and quality of offerings in academics, IB, Bridge program, dual enrollment and strong athletic programs
- Location—ability to use outdoors and agricultural resources for learning opportunities
- New high school facility
- Rural community with small population, everyone is known
- Strong commitment of CC educators who remain dedicated despite higher salaries in surrounding jurisdictions
- Strong relationship with Lord Fairfax Community College

Challenges

- Advanced curriculums hide the diverse needs of students—IB/Dual enrollment does not serve all children
- Bullying amongst adults is tolerated—people feel threatened and fearful—directed mostly at school officials
- Certain community members use power, influence, distortion of facts and fear to undermine the schools //
- Community issues and conflict cause negative press and perceptions about the division
- Complex community—a hot bed of political activism
- Highly charged political atmosphere
- Increase resources are needed for at risk children and children with special needs
- Need for balance between protecting the rural character of Clarke while providing needed services.
- Need to restore arts education
- Per pupil spending below state average in spite of high socio economic status of Clarke County
- Plantation and austerity mentality—schools just need to be good enough, if they are too good they will attract growth and more families, or attitude that schools do not serve me and thus the lack of commitment to a common good

- School Board is over-involved and tries to micro manage areas of superintendent domain

Characteristics

- Ability to build and sustain a team environment
- Ability to deal with complex, politically charged environment
- Ability to recruit and retain the highest quality teachers
- Able to engage with the “horse set” and meet the needs of the middle to lower middle class families of Clarke
- Advocate for public education and lead the public in joining in that advocacy
- Appreciation and understanding of the culture of Clarke County
- Background in science, math and technology, not just the humanities
- Consensus builder
- Diplomatic
- Dynamic, change agent—operating out of broad-based vision
- Flexible
- Innovative /
- Multi task abilities
- Politically perceptive and astute
- Tough skin
- Understanding of the concept and supportive of the works of the Education Foundation
- Warm, friendly and personal towards children

Clarke County Public School District

Online Superintendent Profile Survey Results

The Superintendent Profile survey was completed by 408 stakeholders. Over half of respondents were parents (69 percent). Twelve percent were teachers, and 11 percent were community members. The remaining respondents were support staff, students, and administrators.

Stakeholder Group		
	Frequency	Percent
Administrator	8	2.0
Student	6	1.5
Support Staff	19	4.7
Community Member	45	11.0
Parent	280	68.6
Teacher	50	12.3
Total	408	100.0

The top-rated characteristics that respondents selected are:

- Listen to and effectively represent the interests and concerns of students, staff, parents, and community members. (CE)
- Recruit, employ, evaluate, and retain effective personnel throughout the District and its schools. (M)
- Foster a positive professional climate of mutual trust and respect among faculty, staff, and administrators. (CC)
- Have a clear vision of what is required to provide exemplary educational services and implement effective change. (VV)

Percentages of respondents overall who selected each item, as well as percentages by stakeholder group, are given in the tables on the following pages.

In addition, differences were examined for statistical and practical significance to determine whether the mean scores by stakeholder group differed. Results indicate that, for many items, the various stakeholders were in agreement. On the other hand, certain stakeholders valued several items more than others.

- Community members were significantly more likely than parents to select the Instructional Leadership item “Encourage a sense of shared responsibility among all stakeholders regarding success in student learning.”

- Support staff members were significantly more likely than community members to select the Community Engagement item “Identify, confront, and resolve issues and concerns in a timely manner.”
- Administrators were significantly more likely than community members, parents, support staff, and teachers to select the Community Engagement item “Develop strong relationships with constituents, local government, area businesses, media, and community partners.”
- Teachers were significantly more likely than parents to select the Communication and Collaboration item “Foster a positive professional climate of mutual trust and respect among faculty, staff, and administrators.”
- Parents were significantly more likely than teachers to select the Management item “Recruit, employ, evaluate, and retain effective personnel throughout the District and its schools.”
- Students were significantly more likely than community members, parents, support staff, and teachers to select the Management item “Guide the operation and maintenance of school facilities to ensure secure, safe, and clean school environments that support learning.”

Percentage of Respondents Who Selected Each Item (By Subgroups)								
Number indicates rank order by overall results		ALL (408)	Admin (8)	Comm. (45)	Parent (280)	Student (6)	SS (19)	Teacher (50)
1	Listen to and effectively represent the interests and concerns of students, staff, parents, and community members.	60%	38%	51%	64%	67%	47%	56%
2	Recruit, employ, evaluate, and retain effective personnel throughout the District and its schools.	50%	25%	56%	54%	50%	32%	28%
3	Foster a positive professional climate of mutual trust and respect among faculty, staff, and administrators.	48%	38%	62%	41%	50%	58%	70%
4	Have a clear vision of what is required to provide exemplary educational services and implement effective change.	47%	50%	36%	51%	67%	37%	32%
5	Promote high expectations for all students and personnel.	44%	25%	44%	46%	67%	32%	34%
6	Hold a deep understanding of the teaching/learning process and of the importance of educational technology.	40%	38%	40%	40%	33%	16%	52%
7	Increase academic performance and accountability at all levels and for all its students, including special needs populations.	39%	25%	36%	43%	17%	32%	28%
8	Identify, confront, and resolve issues and concerns in a timely manner.	39%	38%	27%	40%	83%	68%	32%
9	Lead in an encouraging, participatory, and team-focused manner.	33%	25%	31%	32%	17%	21%	50%
10	Be visible throughout the District and actively engaged in community life.	29%	25%	20%	29%	17%	21%	46%
11	Maintain positive and collaborative working relationships with the school board and its members.	28%	38%	42%	25%	50%	37%	28%
12	Provide meaningful guidance for systematic and comprehensive district-wide curriculum, instructional services, assessment	28%	38%	22%	28%	33%	16%	36%

	programs, and professional development.							
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Key	VV-Vision & Values	IL-Instructional Leadership	CE- Community Engagement	CC- Communication & Collaboration	M-Management
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Percentage of Respondents Who Selected Each Item (By Subgroups)								
Number indicates rank order by overall results		ALL (408)	Admin (8)	Comm. (45)	Parent (280)	Student (6)	SS (19)	Teacher (50)
13	Guide the operation and maintenance of school facilities to ensure secure, safe, and clean school environments that support learning.	28%	38%	20%	28%	83%	37%	22%
14	Hold a deep appreciation for diversity and the importance of providing safe and caring school environments.	26%	38%	31%	24%	50%	37%	28%
15	Align budgets, long-range plans, and operational procedures with the District's vision, mission, and goals.	25%	25%	27%	27%	33%	26%	14%
16	Encourage a sense of shared responsibility among all stakeholders regarding success in student learning.	25%	50%	42%	21%	17%	21%	34%
17	Communicate effectively with a variety of audiences and in a variety of ways.	25%	25%	16%	25%	33%	16%	36%
18	Strive for continuous improvement in all areas of the District.	24%	25%	31%	21%	50%	37%	24%
19	Involve appropriate stakeholders in the decision-making process.	22%	25%	20%	20%	17%	21%	30%
20	Effectively plan and manage the long-term financial health of the District.	20%	13%	29%	19%	33%	37%	12%
21	Be an effective manager of the District's day-to-day operations.	19%	13%	29%	18%	50%	26%	16%
22	Develop strong relationships with constituents, local government, area businesses, media, and community partners.	19%	75%	29%	18%	33%	16%	12%

23	Seek a high level of engagement with principals and other school-site leaders.	19%	50%	22%	18%	33%	16%	20%
24	Utilize student achievement data to drive the District's instructional decision-making.	13%	13%	16%	13%	17%	11%	16%
25	Act in accordance with the District's mission, vision, and core beliefs.	11%	13%	9%	9%	33%	26%	18%

Key	VV-Vision & Values	IL-Instructional Leadership	CE- Community Engagement	CC- Communication & Collaboration	M-Management
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