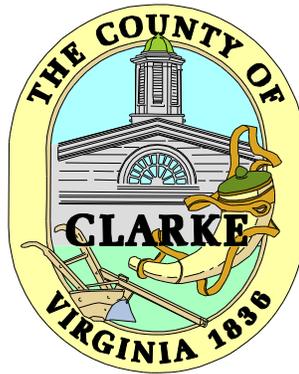


Clarke County Board of Supervisors



Regular Meeting Packet

May 20, 2014



Clarke County Board of Supervisors Regular Meeting Agenda

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

May 20, 2014

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Item

Afternoon Session 1:00 PM

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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 Page 1 of 2

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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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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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5/15/2014 10:00 AM

Clarke County Board of Supervisors

WE CLARKE COUNTY BOARD OF SUPERVISORS MEETING PACKET MAY 20, 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

Chapter 165 Taxation Article IV Tangible Personal Property

The Clarke County Board of Supervisors shall consider amending the Clarke County Code Chapter 165 Taxation Article IV Tangible Personal Property §165-26 Penalty and interest on delinquent taxes add Item C as follows:

Article IV Tangible Personal Property⁴⁹

[Adopted 1-19-1988 as Secs. 11-1 through 11-4 of the 1987 Code]

§ 165-26. *Penalty and interest on delinquent taxes.*

[Amended 3-19-1991; 6-27-1991; 4-20-1993; 9-20-1994; 07-07-19]

- A. Tax payments for real estate, tangible personal property, machinery and tools and merchants' capital shall be due and payable to the Treasurer of the county during the year for which the same are assessed in two approximately equal installments: 1/2 on or before June 5 and the remainder on or before December 5 of each tax year, provided that the personal property tax levied on motor vehicles, trailers and boats which shall have acquired a situs within the county after the tax day shall be due 30 days from the date of the tax bill. Such tax shall be prorated on a monthly basis, a period of more than 1/2 month counted as a full month and a period of less than 1/2 month shall not be counted, and shall be collected in the same manner as herein prescribed.
- B. A penalty of 10% of the taxes past due shall be assessed on the day after the payment of taxes is due. Interest on said delinquent taxes and penalty at the rate of 10% per annum shall commence on the first day of the month following the month in which such taxes are due, and said interest shall be added to any late tax payment and paid. For the second and subsequent years of delinquency, such interest shall be at the rate established pursuant to Section 6621 of the Internal Revenue Code of 1954, as amended, or 10% annually, whichever is greater.
- C. **In the event an attorney (including, but not limited to, the County Attorney) or collection agency is employed by the Treasurer for the collection of delinquent taxes, penalties and interest, an additional fee equal to 20% of the taxes and other charges due and owing shall be imposed and added to cover administrative costs and reasonable attorney's or collection agency's fees actually contracted for.⁵⁰**

Editor's Note: See ~ 58.1-3500 et seq. of the Code of Virginia, Tangible Personal Property, Machinery and Tools, and Merchants' Capital.

¹Editor's Note: Pursuant to 58.1-3958

Set Public Hearing: _____

Publication Dates: Print: _____

Media: _____

Web: _____

Public Hearing: _____

Code Update: _____

Approved/Denied on a motion by: _____



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: Recommendation to the Board of Supervisors on Zoning Ordinance Commercial Boarding Kennel Provisions

DATE: May 12, 2014

At the February 18 meeting, the Board of Supervisors voted unanimously to request the Planning Commission to evaluate the concept of removing commercial kennels, animal shelters, veterinary services, animal hospitals, and breeding kennels uses from the AOC and FOC Districts as a special use and establishing them as by-right uses in the Highway Commercial (CH) District. The Board requested that the Commission provide a formal recommendation on this request including review of the individual uses that are grouped within this category.

Following discussion at their March and April briefing meetings including reviewing an evaluation of similar regulations in nearby counties (see attached), the Planning Commission voted unanimously to forward the following recommendation to the Board for consideration:

Move to recommend that the Board of Supervisors consider the following actions:

- 1. Delete “Commercial Boarding Kennels of more than five canine or feline animals” and “Animal Shelters” as special uses in the AOC District (§3-A-1-a-3-u). These two uses would become prohibited uses in the AOC District, and existing commercial boarding kennels and animal shelters would become nonconforming uses.*
- 2. Delete “Commercial Boarding Kennels of more than five canine or feline animals” and “Animal Shelters” as special uses in the FOC District (§3-A-2-a-3-q). These two uses would become prohibited uses in the FOC District, and existing commercial boarding kennels and animal shelters would become nonconforming uses.*
- 3. Adopt a new use in the AOC District, “Animal Shelter/Governmental,” for animal shelters that are either owned and/or operated by the County government. The Clarke County Animal Shelter would be classified under this new use and would not be made nonconforming by deletion of “Animal Shelters” from §3-A-1-a-3-u*

Adopting a text amendment consistent with the Commission’s motion would produce the following results:

- “Commercial Boarding Kennels of more than five canine or feline animals” and “animal shelters” would become prohibited uses in the AOC and FOC Districts.
- Existing commercial boarding kennels would become nonconforming special uses. As a nonconforming use, they would be subject to the limitations of §4-K-4-b of the Zoning Ordinance including prohibition on expansion or relocation to another portion of the property.
- Commercial boarding kennels would continue to be a by-right use in the Highway Commercial (CH) District and a special use in the Neighborhood Commercial (CN) District.
- The former “animal shelter” use would be replaced by a new use entitled, “Animal Shelter/Governmental.” Such uses would have to be either owned and/or operated by the County government and would include the current Clarke County Animal Shelter. The Commission did not make a recommendation on whether this new use would be a by-right or a special use.

The Commission’s recommendations would have no impact on veterinary services, animal hospitals, and breeding kennels. Zoning Ordinance provisions for these uses would remain unchanged.

Commission members chose not to prepare a draft text amendment this time and are providing these recommendations for the Board’s consideration. Should the Board wish to develop this item as a text amendment, Staff recommends that the Board take action at the May 20 meeting to request the Planning Commission to prepare the text amendment for public hearing, provide a formal recommendation, and forward it for consideration by the Board of Supervisors. If you have any questions or concerns in advance of the meeting, please do not hesitate to contact me.

KENNEL AND ANIMAL CARE-RELATED USES IN NEARBY JURISDICTIONS

SUMMARY

At the March 4, 2014 briefing meeting, the Planning Commission requested Staff to review the kennel regulations of nearby localities and to provide a summary report for consideration at the April 1 briefing meeting. Staff researched seven localities – Warren, Fauquier, Shenandoah, Rappahannock, Culpeper, Frederick, and Loudoun – specifically to identify in which districts kennels and animal care-related uses are permitted (by right and by special permit), how the jurisdictions define these uses, and whether they have specific use standards. Findings are summarized separately below along with detailed information from each county’s ordinance.

All of the counties researched have review processes that are similar to ours, requiring a special permit in many cases (special use permit, conditional use permit, or special exception) for kennel and animal care-related uses. Loudoun County has an additional regulatory process requiring a kennel applicant to obtain a kennel permit from the Board of Supervisors as a prerequisite to obtaining zoning approval via special exception. The kennel permit is regulated by a separate section of their County code and is managed through their Animal Control department. Loudoun is currently working to eliminate this kennel permitting process and will rely solely on the zoning review/special exception processes to evaluate future kennel applications.

Allowable uses

The Clarke County Zoning Ordinance allows Veterinary Services, Animal Hospitals, Commercial Boarding Kennels of more than 5 canine or feline animals, Breeding Kennels of more than 15 canine animals, and Animal Shelters by special use permit in the AOC and FOC Districts. Veterinary Services, Animal Hospitals, Commercial Boarding Kennels, and Breeding Kennels are allowed by-right in the Highway Commercial (CH) District. Veterinary hospitals (small animals), exclusive of outdoor boarding kennels are listed as by-right uses in the Berryville Area Business Commercial (BC) and Business (B). These uses are prohibited in all other districts including all residential districts.

Agricultural Districts

In reviewing the nearby counties, Staff noted that all allow kennels in their agricultural zoning districts either by-right or by special permit (special use, conditional use, or special exception). Both Shenandoah and Rappahannock Counties allow kennels by-right in their agricultural districts. Warren, Fauquier, Culpeper, Frederick, and Loudoun all allow kennels in their agricultural districts with a special permit. Additionally, Loudoun has an “animal care business” use that is allowed by right in their Agricultural-Rural Districts (AR-1 and AR-2) – this use is limited to services for livestock and farm animals. Loudoun also allows animal hospitals by-right in their AR-1 and AR-2 Districts.

Residential Districts

Most of these counties prohibit kennels at least to some degree in their residential districts. Shenandoah, Culpeper, and Frederick prohibit kennels in all residential districts. Frederick allows veterinary services, clinics, and hospitals without boarding in their Residential Performance (RP) District. Warren County only allows noncommercial kennels in residential districts by special permit, and Fauquier allows kennels by special permit in two residential

districts (RR-2 and R-1). Rappahannock allows kennels by right in their RR-5 District. Loudoun allows indoor kennels by right in their Transitional Residential (TR-3 and TR-10) Districts.

Business Districts

Staff discovered that kennels and animal care-related uses are not uniformly allowed by right in business zoning districts across the seven counties that were studied. Culpeper and Frederick do not allow kennels in their business districts but Frederick allows veterinary services, clinics, and hospitals by special permit in their B-1 District and animal specialty services by special permit in B-3. Warren County allows kennels, veterinary services and animal hospitals in their commercial districts by special permit. Fauquier County allows kennels by right in their Highway Commercial and Business Park Districts and by special permit in the Neighborhood Commercial and Commercial Village Districts. Shenandoah County only allows veterinary hospitals and kennels by right in their Limited Industrial Districts and prohibits them from their commercial districts. Rappahannock County allows kennels by right in their Commercial Village District. Loudoun County allows kennels by special permit in their Joint Land Management Area Districts (JLMA-3 and JLMA 20), animal hospitals by special permit in these districts, and veterinary services by right in these districts. Loudoun also requires special permits for animal hospitals and all kennels in their Countryside Village District and allows veterinary services by right in the district.

Definitions

The Clarke County Zoning Ordinance contains a definition for “kennel” that is tied to the receipt of compensation and also the requirement that the kennel be an accessory use to a single-family detached dwelling. This latter requirement was not found in the ordinances of any of the jurisdictions that were researched, although many tie their definition of “kennel” to receipt of compensation. The County Ordinance also contains separate definitions for commercial boarding kennel, breeding kennel, and animal shelter. The definition of “animal shelter” is not tied to the receipt of compensation.

Three counties – Shenandoah, Culpeper, and Frederick – all have a single definition of “kennel.” Culpeper and Frederick tie their definitions to receipt of compensation but Shenandoah does not. None of these three counties have separate definitions for animal shelters or veterinary services.

Warren County has separate definitions for commercial kennel, noncommercial kennel, and boarding kennel with use standards for each that are discussed in more detail below. Fauquier County has a single definition for kennel that is tied to receipt of compensation as well as separate definitions for animal shelter (governmental) and veterinary clinic; Rappahannock’s definitions are very similar to Fauquier’s definitions. Fauquier also considers animal shelters and kennels to be “agriculturally-related” when located in a Commercial (C-2) District.

Loudoun County has separate definitions for “kennel” and “indoor kennel” as well as for animal care business, animal hospital, and animal services. Loudoun is the only county that defines an “indoor kennel” separately, allowing an array of uses but prohibiting any outdoor activities. Loudoun is also the only county that has a separate definition for a facility servicing livestock and farm animals – “animal care business.”

Use Standards

Use standards are special regulations that apply to a specific use or set of uses and can consist of additional setbacks and buffers, hours of operation, special design requirements, and the like. Clarke County's use standards for kennels include additional setback requirements, confinement rules, hours of operation and sound-proofing requirements.

Two jurisdictions – Shenandoah and Culpeper – do not have additional use standards for kennels and animal care-related uses. Frederick has limited standards requiring confinement to secure pens or structures and additional buffers and screens. Fauquier County has a minimum lot size of 2 acres for kennels (20 acres in R-1 District), additional setbacks, soundproofing/odor control requirements, confinement requirements, waste collection requirements, and a maximum of 10 dogs per acre. For veterinary clinics, Fauquier also requires a fully enclosed building and direct access to a major collector road if in a residential or rural district unless the traffic to be generated would not cause an undue impact on neighboring property owners. Rappahannock's standards are similar to Fauquier's standards but they do not have a road access requirement.

Loudoun's standards for indoor kennels require the building to have no exterior openings except for ventilation and ingress/egress, an animal waste handling plan, and other requirements imposed during the special exception review process. Indoor kennels are also limited to a percentage of the floor area for retail, veterinary, animal hospital, and grooming uses. Kennel standards include additional setbacks, landscaping and screening, outdoor lighting, maximum allowable dB(A) level of 55 dB(A) at the property line, and parking requirements. Kennels must also meet the County's road access standards which address pavement type and design as opposed to Fauquier County's functional classification approach.

Warren County has the most recent use standards that were adopted in early 2013 and the most extensive of the counties researched. For non-commercial, commercial, and boarding kennels, these include:

- Additional setbacks
- Requirement that structures or areas occupied by animals be enclosed by a solid fence at least 6 feet in height, located within 50 feet for the structure, constructed with materials approved by the Zoning Administrator, and completed within 60 days of approval.
- Cages/enclosures to accommodate no more than one dog with sizing requirements to allow the dog to move in the cage/enclosure.
- Confinement required from 10PM-7AM.
- Maximum allowable noise 55decibels at the property line.
- Animals allowed outdoors from 7AM-10PM, maximum allowable noise 60 decibels at the property line.
- Landscaping buffers and screens if adjoining a residential use.
- Animal waste to be cleaned on a daily basis, double-bagged, and disposed of at County collection sites.
- Kennel floor to be made of poured concrete, hosed off and disinfected daily.
- Requirement to maintain vaccination records and dog licenses for each dog.
- Requirement that all VDOT, Health Department, and Sheriff's Office/Animal Control requirements be met.

- Permit Planning Staff and Animal Control officers to inspect the property for compliance.
- County business license required (for commercial kennels and boarding kennels only).

Warren County also uses what they refer to as a “sliding-scale” for the number of dogs allowed in these facilities. The sliding scales are as follows:

- Non-commercial kennels in Agricultural and Rural Residential Districts
 - Lot area less than 5 acres – maximum 6 dogs
 - Lot area 5 acres to less than 10 acres – maximum 8 dogs
 - Lot area 10 acres or more – maximum 15 dogs
- Commercial kennels in Agricultural and Rural Residential Districts
 - Lot area less than 5 acres – maximum 10 dogs
 - Lot area 5 acres to less than 10 acres – maximum 15 dogs
 - Lot area 10 acres or more – maximum 25 dogs
- Boarding kennels in Agricultural and Rural Residential Districts
 - Lot area less than 5 acres – 10 individual confinements not to exceed 2 dogs per cage
 - Lot area 5 acres to less than 10 acres – 15 individual confinements not to exceed 2 dogs per cage
 - Lots 10 acres or more – 25 individual confinements not to exceed two dogs per cage

CONCLUSION

As the Planning Commission’s the Board of Supervisors’ charge to evaluate whether kennel uses should be removed from the AOC and FOC Districts, the jurisdiction research raises other points to consider:

- **Consider establishing new animal care-related uses with separate use standards.** The Commission could consider splitting the “commercial boarding kennel” use into indoor and outdoor kennel uses as Loudoun County has done. This could allow indoor kennels to remain as a special use in the AOC and FOC Districts and also allow outdoor training within a more restrictive outdoor kennel use. Also, as discussed at the March 4 briefing meeting, the Commission could create a new use to allow livestock/farm animal care-related use as a new by-right or special use similar to Loudoun’s “animal care use.”
- **Adopting more stringent use standards.** In addition to the County’s current use standards, consideration could be given to placing limits on the number of dogs allowed similar to Warren County’s approach, establishing decibel limits, or imposing greater screening/buffering/fencing requirements.
- **Adopting a road access requirement.** The Commission could consider requiring kennels in AOC and FOC to have direct access to a major collector or primary highway similar to Fauquier’s approach, and also could consider prohibiting kennels from utilizing

unpaved access easements. This could help mitigate the concern of kennels using private access easements as their primary means of ingress/egress.

This item has been placed on the April 1 briefing meeting agenda for review and discussion.

DETAILED INFORMATION FROM COUNTIES RESEARCHED
(Warren, Fauquier, Shenandoah, Rappahannock, Culpeper, Frederick, and Loudoun)

USE TABLE BY JURISDICTION

| County | Ag | Res | Com | Notes |
|--------------|------|---------------------|---------|--|
| Clarke | S | X | P | |
| Warren | S | S* | S** | *Allow noncommercial kennels by CUP in Res ** Allow kennels, vet services, and animal hospitals in Comm by CUP |
| Fauquier | S | S in some districts | P* | * Allowed by right in Highway Commercial (C-2) and Business Park; by SUP in Neighborhood Commercial and Commercial Village |
| Shenandoah | P | X | P* | * Veterinary hospitals and kennels are allowed by right in their Limited Industrial District |
| Rappahannock | P | P* | P** | * Allowed by right in their Rural Residential District ** Allowed by right in their Commercial Village District |
| Culpeper | S | X | X | Only allowed by CUP in their A-1 District |
| Frederick | S* | X* | X* | Kennels only allowed by CUP in their Rural Areas (RA) District; vet clinics and hospitals allowed by CUP in Residential Performance (RP) District; animal specialty services allowed by CUP in Business B-3 and vet services allowed by CUP in Business B-1 |
| Loudoun | S/P* | P** | S/P**** | *Kennels allowed by special exception in Agricultural Rural (AR) District; animal hospitals and animal care businesses are allowed by right **Kennels and veterinary services allowed by right in Transitional Residential (TR) District; animal hospitals allowed by special exception ***Veterinary services allowed by right in Countryside Village (PD-CV) district; kennels and animal hospitals allowed by special exception |

Key:

P – Permitted/by-right

S – Special use permit, conditional use permit, or special exception

X—Not permitted

DEFINITIONS

Clarke

ANIMAL SHELTER

A facility or facilities (public, private, or non-profit) used to house or contain companion animals and operated for the purpose of finding permanent adoptive homes for such animals. Further, an animal shelter is a facility housing more than:

- a. five companion animals older than six months, on parcels of up to five acres, or
- b. one companion animal older than six months for each acre of a parcel, if the parcel is greater than five acres, or
- c. 20 companion animals older than six months on parcels of 20 acres or more.

KENNEL

A place designed prepared to house, board, breed, handle, or otherwise keep or care for dogs and cats for sale or in return for compensation. A Kennel shall be allowed only as an accessory use to a Single Family Detached Dwelling and shall be located not more than 200 feet from such a dwelling.

KENNEL, Commercial Boarding

A place designed or prepared to house, board, handle or otherwise keep or care for canine and/or feline animals in return for compensation. A Commercial Boarding Kennel shall be allowed only as an accessory use to a Single Family Detached Dwelling and shall be located not more than 200 feet from such a dwelling.

KENNEL, Breeding

A place designed or prepared to house or handle canine animals for the purpose of breeding for sale in return for compensation. A Breeding Kennel shall be allowed only as an accessory use to a Single Family Detached Dwelling and shall be located not more than 200 feet from such a dwelling. *(See Animal Shelter)

Warren

KENNEL, BOARDING

Any commercial kennel available to the general public where the operator takes control of an animal(s) from the animal owner; and, where the animal(s) may be provided individual confinement accommodations, fed, exercised and/or provided general care on a short-term basis, usually by the day, week or a specified length of time not to exceed 30 days for compensation, trade, barter or other commercial gain. Further, boarding kennels shall comply with the supplementary regulations in § 180-48.3 of this chapter.

KENNEL, COMMERCIAL

Any place equipped and/or used to house, board, breed, handle, train, show, groom, or otherwise care for dogs in exchange for any form of compensation, trade, barter or other commercial gain. The animal(s) may be provided individual confinement accommodations. Further, commercial kennels shall comply with the supplementary regulations in § 180-48.2 of this chapter.

KENNEL, NONCOMMERCIAL

Any place equipped and/or used to house or otherwise care for five or more dogs that are kept for personal use or enjoyment and which does not meet the definition of "commercial kennel" or "boarding kennel." Further, noncommercial kennels shall comply with the supplementary regulations in § 180-48.1 of this chapter.

Fauquier

AGRICULTURALLY RELATED USES, COMMERCIAL-2 ZONING DISTRICTS:

The following uses are considered to be agriculturally-related when located within a Commercial-2 zoning district:

- h. Animal shelter.
- j. Kennel/Animal shelter.

ANIMAL SHELTER (GOVERNMENTAL):

As differentiated from a KENNEL as defined herein, any place so designed to provide for the temporary accommodations and/or disposal of five (5) or more common household pets which are stray or not wanted by their owner(s) until appropriate disposition of such pets can be effectuated, and operated by a governmental agency.

KENNEL:

Any place so designed that dogs cannot escape where any number of dogs are kept for the purpose of sale, rental, boarding, breeding, hire as guard dogs on other property, or for any commercial purpose or economic venture or dogs in excess of those permitted in Section 2-512 to include a pet shop, or an ANIMAL SHELTER as defined herein.

VETERINARY CLINIC:

A facility rendering surgical and medical treatment to animals and having no limitation on overnight accommodations for such animals. Crematory facilities shall not be allowed in a veterinary hospital.

Shenandoah

KENNEL

A place prepared to house, board, breed, handle or otherwise keep or care for five or more dogs over six months of age.

Rappahannock

ANIMAL SHELTER (GOVERNMENTAL)

As differentiated from a "kennel," as defined herein, any place so designed and operated by the governmental agency to provide for the temporary accommodations and/or disposal of five or more common household pets which are stray or not wanted by their owner(s) until appropriate disposition of such pets can be effectuated.

KENNEL

Any place so designed that dogs, cats and other household pets cannot escape and where any number of animals are kept for the purpose of sale, rental, boarding, breeding, hire as guard dogs

on other property or for any commercial purpose or economic venture, or for animals in excess of five over one year in age in a pet shop or an animal shelter as defined herein.

Culpeper

Kennel:

Any structure, lot, premises or other facility where more than five (5) household animals (pets), five (5) months of age or older, are kept, housed, groomed, bred, boarded, trained or sold for compensation. This may include commercial breeding, boarding, training and selling of animals, and facilities for the breeding, training and sale (or contract service) for guard and security dogs. Specifically excluded are agricultural animals integral to agriculture, as defined.

Frederick

KENNEL

A place prepared to house, board, breed, handle or otherwise keep or care for dogs for sale or in return for compensation.

Loudoun

(A) Kennels.

- (1) General. Kennel shall mean any place in or at which, for a fee, six or more dogs, cats, or other household pets over the age of six months are trained, boarded, including day care services, or handled.
- (2) Not Applicable to Animal Hospital/Grooming Use. This Section shall not apply to any establishment whose principal use is grooming or any animal hospital.

(B) Indoor Kennel.

- (1) General. Indoor kennel shall mean any place that is within a completely enclosed commercial facility with no outdoor activity in which dogs, cats or other household pets are confined or penned in close proximity to each other, except for the primary purpose of grooming, or wherein any owner engages in boarding, breeding, letting for hire, training for a fee, or selling dogs, cats, or other household pets.

Animal care business:

An enterprise that provides care and services for livestock or other farm animals, such as animal grooming or training, but which is not a kennel, a veterinary service, or an animal hospital.

Animal Hospital:

A place for the medical care of animals; a veterinary hospital. The boarding of animals at an animal hospital is limited to that incidental to the hospital use.

Animal Services:

Animal service uses related to the provision of medical services and treatment to animals, including veterinary services, animal hospitals and the boarding of animals related to the provision of these services.

USE STANDARDS

Clarke

Veterinary Services, Animal Hospitals, Commercial Boarding Kennels, Breeding Kennels, Animal Shelters:

1. Companion animals shall be confined in an enclosed building, which shall be climate controlled and be constructed of sound absorbing materials so as to mitigate animal noise at adjacent property lines. Such an enclosed facility may also include a fenced exercise area. Such enclosed facilities and exercise areas shall be at least 200 feet from any property line. Areas of confinement not fully enclosed (such as dog runs) shall be at least 500 feet from any property line.
2. The hours of operation for kennels and shelters shall not be earlier than 7:00 a.m. or later than 9:00 p.m. In all cases, companion animals shall be confined in an enclosed building from 9:00 p.m. to 6:00 a.m. In exceptional cases, a companion animal may be briefly escorted outside by kennel staff during the hours of enclosed confinement.
3. A Breeding Kennel or Commercial Boarding Kennel is allowed only as an accessory use to a Single family Detached Dwelling. Enclosed facilities and exercise areas shall be at least 200 feet from any property line. Areas of confinement not fully enclosed (such as dog runs) shall be at least 500 feet from any property line.

Warren

§ 180-48.1 Kennel, noncommercial.

- A. Any structure and/or area occupied by animals (runs, training areas, pens and/or dwelling) shall be no closer than 200 feet from any neighboring residence, and set back 100 feet from any property lines.
- B. Any exterior structure and/or area occupied by animals (runs, training areas, pens, etc.) shall be enclosed by a solid fence not less than six feet in height; located within 50 feet of the structure; composed of materials approved by the Zoning Administrator; and installed within 60 days of approval. If individual cages or enclosures are used to separate individual dogs from other animals, the cage shall accommodate no more than one dog and shall be sized to allow adequate space for movement as following: The length and width shall be a minimum of three times the dog's length (nose to tail) and a minimum of four feet high.
- C. Animals shall be confined within an enclosed soundproofed, heated and air-conditioned building from 10:00 p.m. to 7:00 a.m. Noise emitting from the enclosure shall be measured at the nearest property line and shall not exceed 55 decibels.
- D. Animals may be kept outside between 7:00 a.m. and 10:00 p.m. Such noise emitting from animals outside shall be measured at the nearest property line and shall not exceed 60 decibels.

E. When adjoining a residential use, landscaping separation buffers and screens shall be provided along the property line as described in § 180-18. Such landscaping plan shall be prepared and submitted with the CUP application and installed 90 days after Board approval.

F. The kennel shall be cleaned of animal waste on a daily basis, double-bagged and disposed of at County collection sites. The kennel floor shall be made of poured concrete and hosed off and disinfected daily.

G. The total number of dogs, over six months old, shall be determined by lot sizes as follows:

(1) Agricultural and Rural Residential Districts.

(a) Lots less than five acres in size shall have no more than six dogs.

(b) Lots five acres to less than 10 acres in size shall have no more than eight dogs.

(c) Lots 10 acres or more in size shall have no more than 15 dogs.

H. Upon request, the kennel owner shall provide to the Zoning Administrator copies of inoculation and/or vaccination certificate, including rabies, issued for each dog. Additionally, copies of dog licenses are required as noted under Warren County Code § 66-17.

I. The applicant shall meet all Virginia Department of Transportation, Warren County Health Department and Warren County Sheriff's Office (Animal Control) requirements.

J. The applicant shall allow agents of the Warren County Planning Department and Warren County Sheriff's Office to inspect the property to ensure compliance.

§ 180-48.2 Kennel, commercial.

A. Any structure and/or area occupied by animals (runs, training areas, pens and/or dwelling) shall be no closer than 200 feet to any neighboring residence and set back 100 feet from any property lines.

B. Any exterior structure and/or area occupied by animals (runs, training areas, pens, etc.) shall be enclosed by a solid fence not less than six feet in height; located within 50 feet of the structure; composed of materials approved by the Zoning Administrator; and, installed within 60 days of approval. If individual cages or enclosures are used to separate individual dogs from other animals, the cage shall accommodate no more than one dog and shall be sized to allow adequate space for movement as follows: The length and width shall be a minimum of three times the dog's length (nose to tail) and a minimum of four feet high.

C. Animals shall be confined within an enclosed soundproofed, heated and air-conditioned building from 10:00 p.m. to 7:00 a.m. Noise emitting from the enclosure shall be measured at the nearest property line and shall not exceed 55 decibels.

D. Animals may be kept outside between 7:00 a.m. and 10:00 p.m. Such noise emitting from animals outside shall be measured at the nearest property line and shall not exceed 60 decibels

E. When adjoining a residential use, landscaping separation buffers and screens shall be provided along the property line as described in § 180-18. Such landscaping plan shall be prepared and submitted with the CUP application and installed 90 days after Board approval.

F. The kennel shall be cleaned of animal waste on a daily basis, double-bagged and disposed of at the County transfer station or by a disposal company on a weekly basis. The kennel floor shall be made of poured concrete and hosed off and disinfected daily.

G. The total number of dogs over six months old shall be determined by lot sizes as follows:

(1) Agricultural and Rural Residential Districts.

(a) Lots less than five acres in size shall have no more than 10 dogs.

(b) Lots five acres to less than 10 acres in size shall have no more than 15 dogs.

(c) Lots 10 acres or more in size shall have no more than 25 dogs.

H. Upon request, the kennel owner shall provide to the Zoning Administrator copies of inoculation and/or vaccination certificates, including rabies, issued for each dog. Additionally, copies of dog licenses are required as noted under Warren County Code § 66-17.

I. The kennel shall meet all Virginia Department of Transportation, Warren County Health Department and Warren County Sheriff's Office (Animal Control) requirements.

J. The applicant shall allow agents of the Warren County Planning Department and Warren County Sheriff's Office to inspect the property for compliance.

K. The applicant will be required to obtain and maintain a Warren County business license.

§ 180-48.3 Kennel, boarding.

Boarding kennels shall comply with the supplemental regulations of § 180-48.2, except for Subsection G.

A. The total number of dogs in boarding kennels shall be determined by lot sizes as follows:

(1) Agricultural and Rural Residential Districts.

(a) Lots less than five acres in size shall have no more than 10 individual confinements not to exceed two dogs per cage.

(b) Lots five acres to less than 10 acres in size shall have no more than 15 individual confinements not to exceed two dogs per cage.

(c) Lots 10 acres or more in size shall have no more than 25 individual confinements not to exceed two dogs per cage.

§ 180-58 Veterinary services; animal hospital.

A. No structure or area occupied by animals shall be closer than 50 feet to any agricultural or residential property line.

B. For soundproofed confinements, noise measured at the nearest agricultural or residential property line shall not exceed 60 decibels.

C. Nonsoundproofed animal confinements (runs) shall be surrounded by a solid fence not less than six feet in height and located within 50 feet of the confinement. Such fence shall

be composed of concrete block, brick or other equivalent material approved by the Zoning Administrator.

- D. From 10:00 p.m. to 7:00 a.m., all animals shall be confined in an enclosed building and noise measured at the nearest agricultural or residential property line shall not exceed 55 decibels and noise measured at the nearest agricultural or residential property line shall not exceed 60 decibels from 7:00 a.m. to 10:00 p.m.

Fauquier

5-1301 Additional Standards for Kennels

1. The minimum lot size requirement shall be two (2) acres, except in the R-1 zoning district, where the minimum lot size shall be twenty (20) acres.
2.
 - a. In all zoning districts other than R-1/Residential, no structure for the confinement, care or breeding of dogs, and no associated structure shall be located closer than 75 feet to any lot line, except that this requirement shall not apply to structures which are completely enclosed, adequately soundproofed, constructed, and maintained so that there will be no emission of odor or noise detrimental to other properties in the area.
 - b. In the R-1/Residential zoning district, all dog confinement areas and dog runs shall be located within enclosed structures, adequately soundproofed, constructed, and maintained so that there will be no emission of odor or noise detrimental to other properties in the area, and no such structure shall be located closer than 200 feet to any lot line.
3. All dogs shall be kept in pens designed and maintained for secure confinement.
4. In consideration of an application for a permit, the BZA shall take into account the numbers and kinds of dogs proposed to be kept and the characteristics thereof and may prescribe conditions with respect thereto.
5. Maximum of ten (10) dogs per acre.
6. Waste from operations must be collected and contained so as not to pollute the environment.

5-1302 Additional Standards for Veterinary Clinics

1. All such facilities shall be within a completely enclosed building, such building being adequately soundproofed and constructed so that there will be no emission of odor or noise detrimental to other properties in the area.
2. In a Residential or Rural District, the facility shall have direct access to a road designated as a major collector (or higher) in the Comprehensive Plan unless the Board of Zoning Appeals finds that the type and amount of traffic generated by the facility is such that it will not cause an undue impact on the neighbors or adversely affect safety of road usage.

Shenandoah

No use standards

Rappahannock

Category 5, Commercial, Retail and Business Uses, shall be regulated as follows:

A. Additional standards for kennels.

- (1)** The minimum lot size requirement shall be two acres.
- (2)** No structure for the confinement, care or breeding of dogs and no associated structure shall be located closer than 75 feet to any lot line, except that this requirement shall not apply to structures which are completely enclosed, adequately soundproofed and constructed so that there will be no emission of odor or noise detrimental to other properties in the area.
- (3)** All dogs shall be kept in pens designed and maintained to secure confinement.
- (4)** In consideration of an application for a permit, the BZA shall take into account the numbers and kinds of dogs proposed to be kept and the characteristics thereof and may prescribe conditions with respect thereto.
- (5)** Maximum of 10 dogs per acre.

B. Additional standards for veterinary clinics. In commercial zoning districts, all such facilities shall be within a completely enclosed building, such building being adequately soundproofed and constructed so that there will be no emission of odor or noise detrimental to other properties in the area.

Culpeper

No use standards

Frederick

§ 165-204.10 Kennels.

Where allowed separately or as a part of a veterinary clinic or hospital, kennels shall meet the following requirements:

- A.** All dogs shall be confined to secure pens or structures.
- B.** Where kennels are allowed, zoning district separation buffers and screens, Category C as described by this chapter, shall be provided in relation to surrounding properties containing residential uses.

Loudoun

For indoor kennels –

- (2)** No Opening to Outside. Indoor Kennels shall not be housed in a structure with any opening to the outside except required ingress/egress and ventilation equipment, shall have an animal waste handling plan, and shall conform to any other requirements that the Planning Commission and/or Board of Supervisors may impose pursuant to special exception review (Section 6-1300).
- (3)** Accessory Uses. Indoor Kennels may include accessory uses to an indoor kennel: up to 10% of gross floor area for retail sales, up to 10% of gross floor area for veterinary service, up to 10% of gross floor area for animal hospital, and up to 10% of gross floor area for grooming; provided, however, that accessory uses may not exceed 25% of the total gross floor area.

For kennels –

- (1) Location on Site/Dimensional Standards. An outdoor kennel shall be set back 100 feet from a lot line.
- (2) Roads/Access.
 - (a) All kennels shall comply with the road access standards of Section 5-654.
 - (b) There shall be no more than one point of access from a kennel to a public road. This requirement shall not preclude an additional access for emergency vehicles only.
- (3) Landscaping/Buffering/Screening.
 - (a) The use shall comply with the landscaping and screening standards of Section 5-653(A).
 - (b) Parking areas shall be screened to comply with the requirements of Section 5-653(B).
- (4) Exterior Lighting Standards. All exterior lighting shall comply with the standards of Section 5-652(A) (Exterior Lighting Standards).
- (5) Noise. The maximum allowable dB(A) level of impulsive sound emitted from the use, as measured at the property line, shall not exceed 55 dB(A).
- (6) Parking.
 - (a) General. Parking and loading shall be provided as required by Section 5-1102.
 - (b) Surface. All parking areas serving the use shall use a dust-free surfacing material as provided in the Facilities Standard Manual.

CLARKE COUNTY BOARD OF SUPERVISORS
April 9, 2014 Public Hearing 7:30 p.m.
Main Meeting Room

At a public hearing of the Board of Supervisors of Clarke County, Virginia, held in the Main Meeting Room, 2nd Floor Berryville Clarke County Joint Government Center, 101 Chalmers Court, 2nd Floor, Berryville, Virginia on Wednesday, April 9, 2013.

Board Members Present

Barbara Byrd; J. Michael Hobert; Beverly McKay; John Staelin; David Weiss

Board Members Absent

None

Staff Present

David Ash; Lisa Cooke; Tom Judge; James Royston, II; Brandon Stidham; Lora Walburn

Others Present

Constitutional Officers: Sharon Keeler; Donna Peake; Tony Roper

Clarke County Library Advisory Council: Chris Curran, Dirck Holscher, with Laurine Kennedy, and others

Clarke County School Board: Chuyen Kochinsky, Beth Leffel with Mike Murphy, Rick Catlett, Lisa Floyd, Diane Lasky, and others

Lord Fairfax Community College Board: Bill Daniel

Press: Val Van Meter

Call to Order

Chairman Hobert called the meeting to order at 7:30 p.m.

Citizen Comment Period

John Kanoe, Old Chapel Road: informed the Supervisors that he had spoken with Supervisor Staelin and Sheriff Roper about ongoing issues with a neighbor.

Chris Curran, Clarke County Library Advisory Council: briefly described the council and noted that April 9 marked the fifth anniversary of the Library's move to the Berryville Clarke County Government Center. He thanked the Supervisors for its support, as well as citizens that use the library. He extended special thanks to Chairman Hobert and Supervisor Byrd for their support and their countless hours in attendance at meetings and functions. Mr. Curran also thanked the Barns of Rose Hill for providing space for Library programs. He expressed his hope that with an improved economy the Library might be able to extend its hours of operation.

Laurine Kennedy, Clarke County Library Branch Manager and Clarke County resident: advised that her comments were budget related and opted to hold comment until the budget public hearing.

April Waugaman, Clarke County resident: put forth that she felt blessed to live in Clarke County and expressed her love for the local library. She stated that as a homeschooler the Library was like a blood source keeping them flowing and going. Ms. Waugaman said she was thrilled with changes made by the new Handley Regional Library Director, John Huddy. She noted the positive impact of the Library's recent extension of Saturday hours. She thanked the Supervisors for its support of the Library.

FY2015 Budget

Chairman Hobert stated that this was a public hearing to seek comments on the proposed FY2015 budget.

Tom Judge, Director Joint Administrative Services, provided highlights of the proposed FY2015 Budget:

- Localities continue to wait for the Commonwealth of Virginia to pass its budget.
- At the April 16, 2014 FY2015 Budget Work Session, the Supervisors must determine whether it will adopt the County's FY2015 budget prior to the Commonwealth adopting its budget.
- FY2015 Budget covers the period of July 1, 2014 through June 30, 2015.
- Current Year Tax Rate covers January 1 through December 31, 2014.
- Budget includes:

- 2.5 cent tax increase, approximately \$556,000 revenue increase.
- EMS and Fire Programs: Increase to expand programs, staff and equipment.
- Economic Development Funding: \$60,000
- Government pay and classification plan: \$150,000
- Additional Government Capital: \$465,830 includes:
 - \$200,000 real property reassessment;
 - \$50,000 for Sheriff's building;
 - \$70,000 for microwave system for Sheriff to establish a redundant path for the radio system;
 - \$90,000 for Parks bandstand and shelter.
- School Operating: \$810,062 increase.
- Additional School Capital: \$124,016 increase. The School Board will establish the capital projects for which the funds will be used.
- 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.

Following review, Chairman Hobert called for questions. Hearing no questions, at 7:50 pm, Chairman Hobert opened the public comment portion of the public hearing.

Amy Lowell, Physical Education Instructional Assistant, Clarke County resident: spoke in support of the Schools' budget and asked the Supervisors to approve the Schools' budget as presented in its entirety. She opined that in past years the Schools have suffered due to the lack of funding.

John Kanoë, Clarke County resident: asked for an explanation of the decrease in personal property tax.

Tom Judge and Supervisor Staelin provided response to the decrease from 52.3% to 48.7% of the Commonwealth's share of the personal property tax. Mr. Judge explained that the Commonwealth paid the County a fixed amount; however, as the total value of vehicles in the locality rises, the Commonwealth's share decreases.

Bill Daniel, Clarke County representative on the Lord Fairfax Community College Board: provided the Board with a document titled *LFCC Funding Requests*. On behalf of the LFCC Board, he expressed appreciation for the strong relationship between the Boards, as well as the Supervisors continued support. He advised that the increased enrollment for Clarke has outpaced its funding and drew the Board's attention to the document he distributed.

LFCC Funding Requests

Funding Request and Enrollment History:

2010-11 Request \$16,349 Fall 2008 Enrollment: 319, (178 Dual Enrolled)

2011-12 Request \$ 16,012 Fall 2009 Enrollment: 354, (184 Dual Enrolled)

2012-13 Request \$14,355 Fall 2010 Enrollment: 334, (167 Dual Enrolled)

2013-14 Request \$13,924 Fall 2011 Enrollment: 293, (102 Dual Enrolled)

2014-15 Request \$17,534 Fall 2012 Enrollment: 349, (164 Dual Enrolled)

Enrollment and 2014-2015 Budget Details

Clarke County Enrollment is the second highest it has been since 2010-11.

Enrollment has increased 19% over figures for 2013-2104 budget funding.

College Board budget has increased 8% over 2013-2014.

2014-15 Request represents an increase of 26% over 2013-14 levels.

Clarke proposed 2014-2015 budget increases funding by only 4% over 2013-2014 levels.

Funding meeting only the 19% enrollment increase = \$16,569 (Approx. 2010-11 request).

In concluding remarks, Mr. Daniel opined that there was no better investment than the education of young people in the community and Lord Fairfax pays dividends in this all the time.

Chairman Hobert thanked Mr. Daniel for his service to Clarke County

Laurine Kennedy, Clarke County Library Branch Manager: provided the following comments and statistics of the Library's growth over the last five years. Highlights include:

- 2,300 more users;
- 45% of Clarke County residents use the Library;
- Over 50% of low income young adults and seniors use the library for internet access
- The number one complaint is that patrons cannot use the Library because of the reduced hours.
- Staff, throughout the entire library system, has not received raises in over six years.

- The Library conducts jobs training classes, language classes; small business development seminars and added a second children's story time – all free to the public.
- Currently, Library staff is conducting outreach in the community at the farmers markets, schools, and civic groups.

Ms. Kennedy concluded her remarks by expressing appreciation for the Supervisors' support and asked that the Library, an important part of the community, not be forgotten.

Chairman Hobert thanked Ms. Kennedy for her comments and her work.

Dirck Holscher, Clarke County Library Advisory Council: thanked the Supervisors for their willingness to serve. He thanked Barbara Byrd, Board of Supervisors liaison to the Library Advisory Council, commenting that she was very active and a big help in understanding the budgetary and other issues faced by the County. He thanked the Supervisors for the increased funding but noted the need for additional staff and operational hours. Mr. Holscher opined that the library was part of the County's economic development efforts noting that a strong library and educational system is a big plus. He stated that the library is a public service, a government agency that represents the county very well. He opined that the County was doing the best it could with the available resources with the continuing economic situation. He commended the efforts of all those working together in Clarke.

Sandra Stikovich, Berryville: spoke in support of the school budget. She commented that the special education program at D.G. Cooley was amazing and told the Supervisors of their work with her son. She asked the Supervisors to continue to fund whatever the Schools needed, particularly D.G. Cooley.

Being no other persons desiring to speak, Chairman Hobert closed the budget public hearing at 8:05 pm.

CY2014 Tax Rate

Tom Judge summarized the proposed CY2014 Tax Rates.

- Real estate rate increase from \$0.63 to \$0.655 per hundred, an approximate 4% increase.
- Increase generates approximately \$556,000 in revenue in calendar year 2014.
- 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%.

At pm 8:06, Chairman Hobert opened the public comment portion of the tax rate public hearing. There being no other persons desiring to address the Supervisors, Chairman Hobert closed the public hearing.

Chairman Hobert called for Board comment.

Supervisor Staelin stated that the last several years had been difficult but the Supervisors had been able to provide funding increases for most entities, even though some increases were very small. He expressed appreciation for the work done by the members of the Board of Supervisors Finance Committee. He expressed appreciation to those attending the meeting noting that the Supervisors conducted all its public hearings in the evening and inviting anyone interested to attend these evening sessions.

Vice Chairman Weiss commented that it would have required a real estate tax increase in excess of \$0.09 to fully fund all the requests received by the Board of Supervisors.

Supervisory Byrd thanked Tom Judge for the pie chart he provided. She noted that it made it very clear that the federal government and the Commonwealth fund only 39% of the County's budget. She opined that the Commonwealth was not stepping up to cover mandates. She commented that local government funds 55% of the budget, which is a great deal of money to be raised by the local citizens. Supervisor Byrd stated that the Schools will receive 68% of the proposed budget; and while she wished more could be done, it was a large amount. She remarked that she was pleased that the County would be funding additional resources for fire and rescue services.

Chairman Hobert opined that most, if not all, were quite proud to be living in such a community like Clarke County. He expressed his gratitude to County employees, volunteers and representatives serving on boards, councils and commissions. He remarked that the County was extremely fortunate to have such high quality individuals, who are willing to give their time and efforts. He noted that schools were a substantial portion of the budget; and while there might be many that would be willing to pay more to fund local activities, there were many in the community just scraping by financially. He stated the Board had an obligation to all of the County citizens and to do the best it could with available resources allocating in a manner which honored and respected the entire community.

Chairman Hobert commented that last year funding was flat but this year there was an overall increase of 5% for the entire county. He remarked that the economy was just beginning to recover, inflation is occurring and the Supervisors tried to balance as best it could what was needed.

Chairman Hobert advised that the Board would be considering action on the budget and tax rate at its April 16, 2013 FY2015 Budget Work Session but the Board might delay its vote depending on the progress of the Commonwealth budget. Noting that it was

important to stay involved, he invited those interested to attend Board meetings as often as they could.

Adjournment

There being no further business to be brought before the Board at 8:13 pm Chairman Hobert adjourned the meeting.

Next 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 Main Meeting Room of the Berryville Clarke County Government Center, 101 Chalmers Court, Berryville, Virginia.

The next budget work session of the Board of Supervisors is set for Wednesday, April 16, 2014 at 6:30 p.m. in Meeting Room AB of the Berryville Clarke County Government Center, 101 Chalmers Court, Berryville, Virginia.

ATTEST: April 9, 2014

J. Michael Hobert, Chair

David L. Ash, County Administrator

Minutes Recorded and Transcribed by:
Lora B. Walburn, Deputy Clerk, Board of Supervisors

April 15, 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

Janet Alger; Rod De Arment; Robina Rich Bouffault; Jason Burns; Matt Hoff; Kenneth Liggins; Carl Hales; Gina Schaecher; Mike Williams; Gem Bingol; Val Van Meter and other citizens.

1) Call to Order

Chairman Hobert called the afternoon session to order at 1:00 p.m.

2) Adoption of Agenda

David Ash requested addition to the Consent Agenda of Cooperative Extension Centennial Celebration Week Resolution Recognizing May 4-10, 2014 as National Cooperative Extension Centennial Celebration Week 2014-05R.

By consensus, the Board adopted the agenda as modified.

3) Citizens Comment Period

Upon receipt of the Citizen Comment Period Sign In Sheet, Chairman Hobert commented that it appeared a significant number would like to comment on matters pertaining to the special use permit under discussion these last few months. He reminded those attending that the Supervisors have a rule allowing for public comment during a public hearing but generally do not permit public comment when there has been a public hearing or when the public hearing has been closed. He noted also another rule allowing comment at the beginning of meetings and given the two rules, in the absence of an objection from members of the Board; he would allow additional comment on the kennel matter. He further noted that given there has been ample opportunity to previously make comments, as well as submit written comments, the comment period would be limited to a summary, preferably of new material, as opposed to old material. He said that he would try to adhere strictly to a brief period of approximately ninety seconds to two minutes to make comments. He asked the speakers' cooperation. Chairman Hobert, noting that the Board had received many comments, thanked those who had provided written statements.

Matt Hoff, 278 Ginns Road, Boyce: stated that this was his fourth time speaking in opposition to the granting of the SUP for the Happy Tails Development, LLC. I urge you to deny this application and not place conditions on the SUP. I feel conditioning of this 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 the 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 that the burden of monitoring for violations of the permit should be left to the neighbors that are affected by it. Thank you for your consideration of this issues.

Chairman Hobert thanked Mr. Hoff and advised that he could leave his written comments with Ms. Walburn.

Mr. Hoff provided a copy of his written comments for inclusion in the April 15, 2014 meeting packet.

Elizabeth Sell, 1321 Old Winchester Road, Boyce and one of the owners of 1437 Old Winchester Road: stated that both of these properties adjoin the subject property. This is the fourth time I have spoken in opposition to this special use permit. Your Board has the responsibility to make decisions that are in the best interest of our County and all its citizens. Is your Board willing to tell 50 homeowners with an assessed property value of \$30 million their primary asset will be devalued? Furthermore, I now understand there is a new proposal for an access driveway off of Old Winchester Road with a bridge crossing the stream bed is being considered. This

is a totally different proposal than what was presented at your public hearing and should not be considered or approved. Thank you.

Danielle Donohue, 165 Bellevue Lane, Boyce: stated that she was standing before the Board to reiterate her opposition to the Happy Tails Development special use permit. I understand that the Board wanted to spend the last month exploring potential conditions that might mitigate the impact to the County and surrounding property owners; but, I also now understand that this task has proven impossible. In two 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.

Mrs. Donohue provided a copy of her written comments for inclusion in the April 15, 2014 meeting packet.

Elyse & Lowell Smith, 2548 Crums Church Road, Berryville: stated that he and his wife were from the Russell District, the other end of the County from this, so, we don't have a direct financial interest except as taxpayers of the County. We request that we can combine our two times into one so that we can make a more cohesive statement. So, gentlemen and gentlewoman, we appreciate this opportunity to address you more with regard to the Happy Trails, 3 Dogs proposal matter before you this afternoon. Yesterday, we submitted a three-page white paper that summarizes our views on this

matter; and I presume you have all had a chance to receive it and read it. If not, I encourage you to do so. So, I'll summarize it very quickly right now.

This white paper reminds you that you have two duties to perform in reviewing the 3 Dogs / Happy Trails application. First, as the ultimate legislative body of Clarke County, you have the responsibility to oversee the County's conservation easement program and to ensure that program remains in robust, good health. Second, you have the legislative responsibility to review and act upon this special use permit applications made to you. To date, your focus has been almost entirely on this second duty with little attention 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 un-Happy Trails proposal were to come to fruition. Clearly, the VOF reasoning in approving this commercial use on the conservation easement land is seriously flawed. Moreover, this VOF decision is a questionable legality under Commonwealth law. We believe that it is this Board's duty in protecting the conservation easement program to actively pursue the resolution of this issue. Such action should include joining in the discussions of 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 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 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 improved. 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.

Though 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 song of acceptable compromises are inappropriate when dealing with the hard realities of preserving our agricultural, open space, conservation lands as truly open space....

Chairman Hobert informed Mr. Smith that he had reached three and a half minutes.

. . . unencumbered by blatant commercial operations. As inscribed on each potato, Just Say No! Mr. Chairman, and members of the Board, we make our presentation to you.

Mr. Smith provided a copy of their written comments for inclusion in the April 15, 2014 meeting packet.

Vice Chairman Weiss remarked Mr. Chairman we don't need to have potatoes. We will end up with golf balls and everything else. Let's not turn this into a circus.

Rod De Arment, 409 Bellevue Lane, Boyce: Today, I'd like to comment on the new set of proposed conditions that were just 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, 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 can't review all 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 such dogs. This limitation as written would not seem to 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 and buying treats for dogs housed at the facility.

Incomplete.

Unless this is another Code provision 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.

Chairman Hobert informed Mr. De Arment that he had reached two minutes.

. . . 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.

Chairman Hobert called for Mr. De Arment to complete his statement.

. . . I have some more points that I'd like to make.

Chairman Hobert stated that he was sorry and thanked Mr. De Arment.

. . . I urge you to reject this permit.

Mr. De Arment provided a copy of his written comments for inclusion in the April 15, 2014 meeting packet.

AnneMarie De Arment 409 Bellevue Lane, Boyce: Me and my neighbors are very concerned about the conditions that we have read. We feel that the VOF should deny this SUP outright. We have more than 230 Clarke County residents, most of whom live in the White Post District, who have signed a Petition because we are so upset about VOF land being turned into a commercial business that does not belong on AOC land. Fifty of these property owners that surround the proposed kennel within one mile, will still see the lights, the noise and have their property values negatively affected. I just 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 the way of revenue and services we already have. So, I know I need to make this short. A commercial kennel does not belong in an AOC. We, and many others, purchased here because we wanted a farm and we believed that the County's Comprehensive Plan would protect our properties. So, please do not make a mockery out of Clarke County's Comprehensive Plan. At this point, many of us are wondering what we will do if the Board goes against this and approves this SUP with conditions most of which are unenforceable. We need our County to protect us now from the undue environmental problems and safety issues. Please do not discount more than 230 Clarke County residents and voters since this issue deeply affects us all. So, I implore you to deny this SUP. Thank you.

Mrs. De Arment provided a copy of her written comments for inclusion in the April 15, 2014 meeting packet.

Chairman Hobert thanked Mrs. De Arment.

Jason Burns, 60 Hackberry Lane, Bluemont: Came to speak today on the recommendations of the Work Group. Page 428 of your packet discusses the education and experience of the person you are looking to lead the system. It states in there 10 years of experience of fire chief, deputy fire chief, or assistant fire chief. I think also battalion chief fits into that and I would not want to see someone turned away because of a title. I don't want to see people eliminated do to that or even

possibly you look at someone that is already a director – that seems to be the road we are going – of a combination of systems.

Page 429, under certifications. . .

Supervisor Staelin said that he had a question on that because he was reading some of the same things. This also talks about they would have to come from a career fire department. So, I guess the question is, later on, whether the career part was really an important thing or just fire department. Is there such a thing as a large volunteer fire department that would allow someone to be . . .

. . . That would be up to you guys. My personal recommendation is career, maybe in combination system would be similar to ours. A lot of times in the volunteer background, you are not held to the same standards such as budget, as this person will be held to.

Supervisor Staelin thanked Mr. Burns for helping him understand.

. . . Page 429, under certifications, the EMTI certification, I just think that it is too high and restrictive. EMTB would be plenty for this position because this person is probably not going to be riding in the back of a medic unit treating people. EMTB would be more than enough and, again, a little less restrictive of the possibility of getting candidates.

. . . Page 430 talks about the Commission responsibility. It says 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. Also, need to include they are going to be working with the volunteer systems and leadership.

. . . Page 431 Membership composition and terms. My main concern with this is the lack of representation from the volunteer stations on this committee. Of the five non-voting members, I would think that the non-voting members should include the volunteer fire chiefs; because, by hiring a Director in charge of the system, the State laws, this group can still make the decisions and tell the stations what to do. But, ultimately, me as fire chief, I'm taking the ultimate responsibility. So, I'm not saying they have to have a voting position; but, I think they should be included.

Vice Chairman Weiss remarked that the volunteer association would be recommending two members.

. . . Correct; and they could be anybody, which is my concern. You can have people recommended to be in those positions and they are still not the ones that are ultimately taking the responsibility.

Vice Chairman Weiss responded that the association would not send someone that did not know the will of the association.

. . . There are three departments and you are allowing two people. Like my recommendations in the committee, sometimes they don't always make it through; so, we might not end up with the same. I might have people making decisions for me as chief – what I need to roll out, to provide that I'm not comfortable with or I'm taking responsibility for. So, that is my concern.

Vice Chairman Weiss responded that the whole point is for you all to get together, behind it, to start with.

. . . Absolutely. That is basically it. The only other thing is I wish I didn't have to come today to say this in front of everybody. When documents like this come out in the future, I would love to review it and chat with people before it comes in front of the Board. That's it. I would like to thank the work of the Committee. They did a great job and the Board for backing and moving on with this. I just wanted to make those few points.

Chairman Hobert thanked Mr. Burns for staying involved.

Eric Keene: 773 Old Winchester Road; I am here to speak; and while this won't not affect me financially as much as it will my neighbors, I am here to speak in support of my neighbors. But, I also want to let you know that I am a farmer in the area. I farm for a living and I have seen all this property. I have farmed all this property that is being affected by this development at some point in time since it was nothing but cow pasture. Richard Dimmel bought this property.

The road, Bellevue Lane, which most of the people behind me live off of this road, at the time that he bought this, it was essentially a cow path. There was a bridge that went up over the creek there that I would be skeptical of driving my pickup truck over. As the development progressed, there were culverts and such put in; but, this road was not engineered. It was basically gravel strung over a cow path. If anyone knows and has a driveway in a low laying area in Clarke County, these roads, if they are not engineered property, they sink. They are subject to a great number of potholes. The just don't sustain a high level of use. If you go look at that road right now, it sucks. Okay. There is no way you can mitigate that, okay.

Since, when I was reading these documents here, there is a proposed entrance for 723. Well, way back when Dimmel developed this property, it came to this Board of Supervisors, I'm pretty sure; and there was discussion that there would never be an entrance off 723. Now, you may sit there and say, "why would that be." Well, the reason being is . . .

Chairman Hobert informed Mr. Keene that he had reached two minutes and asked that he complete his statement.

. . . there is a water issue that comes down through there. The Hoff driveway has had two and three feet of water over it. Bellevue Lane has had water over it. My driveway has had water over it; and any time you put a road in these low lying areas, drive down 723 in a flooded zone. There is water coming over 723 in multiple locations.

Chairman Hobert thanked Mr. Keene noting that his time was up. He expressed appreciation for his attendance today and invited him to leave his statement with Ms. Walburn.

. . . I think the citizens should have a right to speak to your proposed mitigations.

Chairman Hobert responded that he was correct and the Board had given many opportunities. That will be all.

. . . These mitigations were not available to be spoken to when at the public hearing. I would also like to remind you of the awesome speeches that were given by the people sitting behind me.

Chairman Hobert once again thanked Mr. Keene.

Kenneth Liggins, 206 Josephine Street, Berryville: I have been a subcontractor for over 90% of my life. Happy Tails Development LLC has complied with your first set of requests. Now, you want them to comply with your newly changed requests, which I feel is unconstitutional; and it seems to me in violation of the 14th Amendment.

Secondly, solid waste management someone forgot to tell the Town of Berryville. Only yesterday, the Town of Berryville collected sewage from one area of the town and brought it down Josephine Street to dispose of it. I am requesting that the Board look into that matter because I am going to notify hazmat concerning this issue. Thank you.

Chairman Hobert thanked Mr. Liggins.

Gregory Peck, 196 Bellevue Lane, Boyce: 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 urge the Board more strongly to deny this application. The County's own Planning Commission has already denied it. I don't know why you would have to contradict their work. The fact remains that the proposed operation fails to meet the 19 criteria specified in the County Zoning Ordinance. There are many nuances in how the proposed project fails to meet these criteria including

being inconsistent with the County's Comprehensive Plan, causing undue adverse effects on preserving agricultural land, causing undue noise.

But, I really want to highlight the dramatic decrease in property values that this operation is going to cause. The County's own personnel, including the Commissioner of the Revenue and the County's Assessor, have stated on the record that I am going to face a 15 to 25% devaluation of my property. This is an unacceptable loss for me and my family - our ability to live affordably in the County. So, if you approve the permit with the conditions or not, who is going to compensate me for my losses?

The case is very similar to one that you guys denied in 2000 and I don't understand why this case is any different than that case, which was just in a different district. So, please deny this. I don't think that there is any compromise that's really going to change the situation here with our property values. Thank you for your time.

Mr. Peck provided a copy of his written comments for inclusion in the April 15, 2014 meeting packet.

Chairman Hobert thanked Mr. Peck.

Kathi Colen Peck, 196 Bellevue Lane, Boyce: opposition: 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 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 and property in 2011 with the express intention to make Clarke County our home and to contribute to and 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 additional names. Thank you.

Mrs. Peck provided a copy of her written comments, updated property owner map, and ten additional signatures of Clarke County residents opposed to a special use permit on Bellevue Lane for inclusion in the April 15, 2014 meeting packet.

Chairman Hobert thanked Mrs. Peck.

George Archibald, 27 West Main Street, Berryville: I am here to talk briefly about the Superintendent search, which Dr. Brad Draeger, the contract consultant search head, is here to brief you on the update of his ongoing work. Chairman Creager of the School Board is here also. Mrs. Alger, excuse me. Gentleman and Lady, I really wish to emphasize, and hope that everybody is aware, I know you all are aware, the extreme importance of both Boards working very closely together on the selection of the new Superintendent. I know this is an unusual situation but it is most important because as you all know, and you probably have read in the media, that the Dr. Draeger has approximately 30 applications. His company was involved in superintendent search in Loudoun, which just completed. People are quite happy with that outcome. So, the applicants that we have, and his boss with the same company, conducted that process over in Loudoun County. So, they worked very closely together in their company. They have all of the applicants from that search and they have the applicants from this search.

It is my hope because of the very difficult situation the new superintendent will inherit, particularly the over excessive building situation that we have here, there is money being spent to expand the old high school for whatever purpose that would be used. There is a plan to convert the old high school or some school we already have in the system to an elementary school but bringing all the elementary students to one school here in Berryville. What would that do to the Boyce School? What is going to happen to the D.G. Cooley School with a plan to put overflow students for grades 4 through 6 in that school with administrative offices? What is going to happen to the old Berryville Primary School?

All of these things are matters, which have huge cost, over the next five-year plan, and implications for this community. You are the appropriating body. You are the budget body in this community and the School Board must defer to you on all of these matters. I am hoping you're all on the same page with the selection of this new superintendent. I hope that you will interview the short list Dr. Draeger is going to have within the next month. The short list of people, who before Superintendent Murphy retires in June, he will have a short list. It is my hope that in whatever process you might establish in closed session of some sort, maybe one on one interviews of the

short list people, so that you and the School Board can collaborate with each other so that the School Board knows what you are thinking about the people on the list.

Chairman Hobert thanked Mr. Archibald.

Giel Milner: 121 Kennel Road, Boyce: I want to talk about the economic impact of this thing. I spoke to Donna Peake. I asked how much the taxes were on this particular piece of property. She said they were about \$800 or so. Assuming that this house that they build, and I understand has to be built before the kennel can operate, if it was a \$300,000 house, and from all the impositions that have been placed on the kennel, assuming that was \$300,000, taxes would go to \$7,000 to \$8,000. Considering our financial situation, rather than lay off teachers and fireman and everybody else, I think we've got to look at the overall benefit. These people have made every effort to appease and make a compromise and an enormous expense to themselves. I live across the street from the Blue Ridge Hunt Kennel. I don't feel any economic loss. It's what you put into your property that counts. I'm here for the long haul, as I suppose most of these people are too. Maybe over the short haul. There is a slight change. But, according to Donna Peake, she was asked to give a worst case scenario for what would happen, and that is exactly what she did under intense pressure from Pete Dunning. I don't think it's fair. I think that we live in a society where people have got to play fair and I recommend very strongly that you support this application and pass it. Thank you.

Bob Yanniello, 1308 Old Winchester Road, Boyce: Some new items have come up. The entrance onto 723 that is proposed is directly across from the low water mark on my property, which right now is full of water. If you put a road there, I am curious as to where that run off will go. Will there be more water coming onto the property than there is now?

There is also on that three-board, black fence on the 723 side of that property a green and white diamond sign that has something to do with conservation. To me, that is kind of like sacred land, you, just like, leave it alone. You don't do anything with it. Leave it as is and I think it should stay that way.

That land over there is already wetland and I'm just concerned about more water running into it from the run offs. With all these changes, I am just curious; does this have to go back to the Planning Commission again? They already denied the application one time.

Mr. Yanniello provided a summary of his written comments for inclusion in the April 15, 2014 meeting packet.

Chairman Hobert thanked Mr. Yanniello.

Diane Senyitko, 918 Morning Star Lane, Boyce: Thank you for letting us speak again. I have been before you three times now. This proposed facility will be in my back yard. So, I do take the Commissioner's word when she says that my property value might decrease between 15 and 25%. That hits home for me.

The second issue I have is the conservation easement program risks compromise. Since commercial business are not supposed to be permitted on those designated lands.

Thirdly, Clarke County already has five kennel facilities. Why do we need a sixth? I do not see the need.

Please deny this special use permit. Thank you.

Mrs. Senyitko provided a summary of her written comments for inclusion in the April 15, 2014 meeting packet.

Chairman Hobert thanked Mrs. Senyitko.

Chairman Hobert asked if there any other people who cared to speak.

Judith Lefleur Lovegrove, Purcellville: I actually live in Purcellville. So, I am in Loudoun County; but, Gina and Mike are my neighbors. And, as the crow flies, they may live one or two tenths of a mile away from me. They keep rescue dogs at their facility. I never hear them; in fact we ride our horses by their place and very rarely do we even see their dogs. They are very, very responsible people.

I have known them for a while as neighbors and I am kinda stunned that they are being put through this extensive, laborious process to try to get a special use permit when if they wanted to put in like a boarding facility for horses or a cattle feed lot, some kind of agricultural use, I don't think that would be prohibited under their normal use for a conservation easement. I could be wrong but I don't think a special use permit would be required. I think that those types of uses would be far more, would create far more, many more issues on the environmental and commercials, regarding commercial issues.

It seems to me that Gina and Mike have made extraordinary efforts to try to address all of the issues raised by their perspective neighbors. It seems to me like there is a bit of mean spiritedness going on here in the attempt to continue to oppose over this length of time. I just hate to see them being put through this because it is pretty straight forward thing. It is a kennel and it is a rescue kennel and they have done everything possible to meet every possible contingency. Any concerns over compliance with what they say they will do that is speculative.

Chairman Hobert informed Ms. Lovegrove that she had reached two minutes.

. . . So, I don't see that would be a prime, an issue at all, at this point. I just would recommend that it be approved based on my knowledge of Gina and Mike and that they are great neighbors.

Chairman Hobert thanked Ms. Lovegrove.

4) VDOT

Maintenance – March / April:

- The weather has improved allowing our non-hard surfaced roads to stabilize. We are addressing those routes as they allow.
- The numerous events have strained our maintenance budget for materials. We are only applying stone to the worst areas but are grading them all. Our priorities are safety and potholes.
- Graded routes 600, 606 and partial 605;
- Conducted litter pick up;
- Swept curb and gutter on Main St. and Buckmarsh in Berryville;
- Addressed potholes as they appear;
- Cleaned up snow removal equipment for spring inspection.

Maintenance – April / May:

- Continue with grading non-hard surfaced roads and apply stone in worst spots completing Rt.605;
- Continue to address potholes as they arise;
- Continue with sweeping curb, gutter and bridges;
- Perform brush cutting on Rt. 7.

Projects:

- Rt.340/Senseny Rd. turning lanes have gone to advertising. Bids are due back on May 28th.

Supervisor Comments:

Supervisor Barbara Byrd

- Shoulders are deteriorating on most paved roads.
- Bike traffic on county roads: Responding to Supervisors Byrd's questions regarding accommodating bike traffic and associated cost, Ed Carter responded that it all depended on the individual road. He advised that VDOT planned to widen primary roads this summer but widening secondary road would be difficult. He described the "share the road" initiatives but advised that roads could be difficult to mark.

Vice Chairman Weiss:

- Route 603 Castleman Ferry Road: significant muddy area past Auburn Road. VDOT will follow up.
- Parshall Road 608 South: shoulders are deteriorating

5) CCPS School Board Update

Superintendent Search Update by School Board Member Janet Alger and Brad Draeger

Highlights of comments by Janet Alger, Chair Clarke County School Board:

- The School Board developed a leadership profile for the superintendent position.
- The consultant firm received 500 responses in a combination of online and interviews.
- Consultant firm interviewed close to seventy individuals.
- Largest responding group was parents.
- Consultants individually interviewed School Board members, the Superintendent, and central office administrators.
- Consultants conducted meeting at each of the four schools.
- The Consultants met with students at the high school and the middle school.
- The Consultants met with advisory groups, association leadership, teachers, non-professional support staff, parent teacher organizations, booster clubs, parent interest groups, clergy association, business and community partners, Lord Fairfax Community College, and Shenandoah University.

Mrs. Alger introduced Dr. Brad Draeger of Hazard, Young, Attea & Associates. She noted that he had been a superintendent at both large and small school districts.

- Brad Draeger is a resident of Leesburg. He served 27 years in Fairfax County as an educator and served 7 ½ years as Superintendent in a New Jersey district.

- He has been with the consultant firm for four to five years and has conducted 15 searches.
- Because the superintendent position is very public, it is important to find the right leader for the community.
- Received 280 parent responses, which he described as a very high response rate.
- Mr. Draeger asked three questions in person. Compiled responses are as follows:
 - Strengths [*in Alphabetical Order*]:
 - 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 – recognized throughout the County and other districts within the Commonwealth. Other Superintendents have mentioned to him that it is a great example of school architecture.
 - 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
 - Weaknesses
 - 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
 - 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
- Parents made up 68% of online respondents, an amazing figure. The responses focused on leadership style rather than instruction. From these responses, Mr. Draeger developed the following:
- 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
- In approximately three weeks, he will give the School Board a slate of candidates for first round interviews tentatively scheduled for the second and third weeks of May.
- The School Board only employees one person – the superintendent. All other school employees report to the superintendent.
- The successful candidate must be someone that can deal with the strengths taking them further and higher, meet the challenges and concerns expressed by parents and citizens, and possess those skills to build collaboration to take the county further.

Chairman Hobert asked Mr. Draeger to provide the Board with copies of his presentation. Mr. Draeger stated that he would send the Board his PowerPoint presentation and a 27-page written report.

Highlights of Supervisor McKay's comments:

- It is important to have a superintendent that embraces what Clarke is and would not cast aspersions on any group but would be proactive in getting along with:
 - Elected officials
 - Citizens that do not have children in school,
 - Citizens that homeschool
 - Citizens that send their children to private schools.
- The County needs a School Board and Superintendent that understand:
 - Clarke County appears rich because of the flawed system the State uses; but, in reality, its citizens are not wealthy.
 - Raising taxes on citizens struggling to make ends meet is not acceptable.
 - Citizens do not want to hear requests for increased teacher pay when the School Board and Superintendent seem to use excess funds to hire more administrators or increase administrator salaries.
- Supervisor McKay stated that he receives many telephone calls from constituents. Mr. Draeger commented that he heard Supervisor McKay's concerns and informed him that many other people had voiced them in much the same way.

Highlights of Supervisor Staelin's comments:

- The report was generally upbeat
- Composite Index:
 - Is based on the total income of a county's citizens and the income of one very wealthy person can skew the index.
 - Median income is a better way to look at funding.
 - Clarke's school funding is in the top 20%.
- Clarke is doing well in SOL's scores.
- Clarke will always be in the situation where staff will leave for more money.
- Clarke is blessed to have staff willing to stay local and not commute.

Highlights of Supervisor Byrd's comments:

- Need to improve the relationship between the School Board and the Board of Supervisors.

- Mr. Draeger commented that he sees this natural tension everywhere in Virginia because it is built into the structure. The Board of Supervisors is a taxing authority and the School Board must ask each year for money to fund its budget. The Board of Supervisors must protect the infrastructure and the needs of all citizens and must give up many of its funds to fund the Schools. He opined that transparency and openness was the way to improve relationships.

6) Special Event Permit: Full Moon Ranch Field Festival; Medium; Multi-year June 2014, 2015, 2016

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.

David Ash reviewed the application and staff recommendation. He noted that the applicant began the approval process in February providing written requests to all applicable agencies.

Supervisor Byrd moved to approve the multi-year special event permit application subject to receipt of the insurance endorsement. 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 |

7) SUP-13-02/SP-13-08, Gina Schaecher (Happy Tails Development LLC) Continued Board Discussion

Brandon Stidham: Again, this is the application for special use permit and site plan, Gina Schaecher, Happy Tails Development LLC, for a commercial boarding kennel and

animal shelter per section §3-A-1-a-3(u) of the Zoning Ordinance. The purpose is to find permanent adoptive homes for dogs, including the boarding and training of dogs. The property is 91.350 acres in size and located in the 300 block of Bellevue Lane; in the White Post election district; zoned agricultural open space conservation. The property is in permanent conservation easement held by the Virginia Outdoors Foundation.

Just to bring you up to date, the Board deferred this case for one month at the March 18th meeting; and a component of that deferral motion was a directive to staff to review all of the information that has been presented to date, as well as provided on the application and to report back to you in April with additional proposed conditions to mitigate, as much as possible, the negative impacts of the proposed kennel and associated activities would have on the County, public safety, property values of neighbors and future costs and ability of the County to provide septic service to County residents.

We also know that the applicant presented an alternative access road concept at the March 18th meeting. That alternative concept would access the property via a new low volume commercial entrance that would be constructed along the property's frontage on Route 723 with an access road that would include a new crossing of Roseville Run. The applicant did provide an engineered drawing that included a detailed sketch of the proposed commercial entrance but did not include stormwater management, erosion control and other elements, I believe, required in a site plan submission.

We are recommending to you all today to consider, to decide whether to consider this alternative entrance in more detail and you all have a copy of this sketch in your packet. I just provided a copy of it if we needed to refer back to this.

In the next series of slides, are the proposed special conditions revised per the Board's directive from last month's meeting. I will just go through and read the text of each condition. Feel free to stop me if you all have any questions or concerns on one of the items.

**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.

Chairman Hobert: Let me ask a question here. Is there any requirement with respect to timing for construction of the home?

Brandon Stidham: They would have to obtain the building permit simultaneously. The home would have to be completed with a certificate of occupancy issued before a CO could be issued for the kennel building.

Chairman Hobert: Thank you.

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.

Supervisor Byrd: Brandon, I have a question about that.

Brandon Stidham: Yes ma'am.

Supervisor Byrd: It says a commercial boarding kennel and an animal shelter. On the bottom part of that, it says shall be limited to providing rescue and rehabilitation services for the purpose of finding permanent homes for the dogs. So, what is it? Is it a rescue shelter or is it a commercial kennel?

Brandon Stidham: We determined this back when the Planning Commission was reviewing this case in the fall and it falls under both of those categories, which are both listed under that section and cited under the zoning ordinance.

Supervisor Byrd: So, if I went away for three weeks, I could take my dogs there to be boarded.

Brandon Stidham: It is subject to the stipulations that the applicant has stated in the business plan. But, since it is not exclusively an animal shelter and there would be commercial boarding activities, it also falls under that use as well, which is why we have listed both uses.

Supervisor Byrd: It seems like the second part of that, pardon me, the second sentence in that is confusing.

Brandon Stidham: It could be the addition to this condition was the word "such", which was recommended by the County attorney; but, I don't think there was an intention to limit the commercial boarding activities [*murmuring from audience obliterated speakers words*] but I can see how it could be interpreted that way.

Vice Chairman Weiss: I think it has always been stated that it is going to be both. I don't think there's any confusion about what it is.

Supervisor Byrd: The second sentence does make it strange.

Supervisor Staelin: "Such" does change it for me.

Supervisor McKay: Can we go back to the previous one Brandon? The way that I read that is that it could be sold both the LLC could be sold and the operational entity could be sold. So, in fact, you could sell it to someone else, or she could sell it, or they could sell it; and it could continue to operate under this special use permit.

Brandon Stidham: That is correct. If the LLC or LC was sold, it would operate under that same entity. That is correct.

Supervisor McKay: So, it is transferrable.

Brandon Stidham: Subject to the transfer of . . .

Supervisor McKay: Right, subject to the terms.

Vice Chairman Weiss: Just like always.

Chairman Hobert: I think there is confusion here.

Supervisor McKay: Yes, there is confusion here.

Supervisor Byrd: There is confusion.

Chairman Hobert: He is arguing that the current condition that is proposed would allow the LLC to be transferred without Board approval and Mr. Weiss believes that Board approval would be required. What is your interpretation?

Brandon Stidham: That Board approval would not be required if the LLC or the LC was the entity that was being transferred and ownership maintained by

whomever took over those entities. But, if an entity or individual not named in Condition No. 1 were to obtain ownership of the property, it would not be able to continue the special use without coming back to the Board of Supervisors.

Chairman Hobert: So, you agree with Mr. . . .

Vice Chairman Weiss: We understand each other.

Chairman Hobert: You do.

Vice Chairman Weiss: I understand both. It's both.

Chairman Hobert: It is both.

Vice Chairman Weiss: I understand both. I'm dull but I'm not that dull.

Supervisor Staelin: In reality, it could be very difficult to turn down somebody who requested a change purely due to ownership. There would have to be some mitigating circumstance.

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.

Brandon Stidham: You would only use this condition if you decide to pursue the applicant's alternative entrance that was proposed last month. If that is not chosen as an alternate approach, than this condition would not be necessary and would need to be removed.

Supervisor McKay: We have no engineering studies or no studies that have been approved by engineers, our engineer, correct?

Brandon Stidham: That's correct and I'll get into that at the end.

Supervisor McKay: I'm sorry.

Brandon Stidham: That's okay.

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.

Supervisor Byrd: I have a question about that. There were two letters submitted: the applicant's letter from her expert and another expert, Dr. Sabatier that was supplied by the opposition. Which one are we using?

Brandon Stidham: The November 13 letter was the original letter that stated the sound reducing measures that would be included in the building and the metrics that our engineer would ultimately follow in looking to see whether the construction would meet that requirement. So, it is the initial letter from the applicant's sound consultant.

Supervisor Byrd: So, we are using that rather than the letter from Dr. Sabatier.

Vice Chairman Weiss: We're using until our engineers verify it. We won't use anything until the engineer tells us whether it is right or wrong.

Supervisor Staelin: There are a bunch of letters here if I have it correctly. This letter that describes building materials and so on and what will happen; and then there are letters from people who say it with either be noisy or it won't be noisy. Those are two other letters, am I correct? So, we're not dealing with those other two letters now, we're dealing with one that dealt with engineering, more engineering issues.

Supervisor Byrd: Well, apparently we have two experts that we can draw from.

Brandon Stidham: The important piece from that letter is that's the letter that's being extended by the applicant as stating the amount of noise reduction that would be produced by the building. So, that's why that document is

significant; and that would be what would be used in the evaluation of the building construction.

Supervisor Byrd: What? That does not mean it is correct.

Vice Chairman Weiss: Which is why we pay our County engineers to look at it.

Supervisor Byrd: Are our County engineers sound experts?

Brandon Stidham: They actually have identified a subcontractor that they have worked with on other projects that has an expertise and they can establish that relationship if we get the site plan and have that reviewed.

Supervisor Byrd: Okay.

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.

Supervisor Byrd: Question. That means that only one group of six dogs are allowed outside of the kennel at one time.

Brandon Stidham: It is a maximum of six dogs so it could be broken up in any combination of six.

Supervisor Byrd: They could have two groups of three.

Brandon Stidham: Two groups, or a small group, individuals but no more than six at any one time.

Supervisor Byrd: Okay.

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.

Supervisor Byrd: Question. If a dog can scale a six-foot fence, what's going to keep it from climbing over a four-foot fence, say, when it spots a deer on the other side of the fence or a fox or a coyote or something like that?

Brandon Stidham: That will be a question for the applicant. This condition just captures the proposed fence heights. But, the applicant has stated that if there are trainers that are going to be in the same fenced training areas with the dogs . . .

Supervisor Byrd: So, they'll have to jump over the fence . . .

Brandon Stidham: And they will have to jump over the second fence.

Supervisor Byrd: to go get the dog that's scaling the four-foot fence.

Brandon Stidham: Yes and ideally, they would have control of the dogs that they have in the individual fenced training yards. Again, this captures what we have been told by the applicant.

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.

Supervisor Byrd: Question. What are they going to gather the solid waste in? What are they going to store it in and is it going to be, I'm sure it won't be kept inside, is there some kind of containment area on the outside of the building where these containers of solid dog waste will be stored?

Brandon Stidham: Those would be questions for the applicant. They have not shown any sort of a permanent facility on the outside of the property for containerizing solid waste.

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.

Brandon Stidham: We've left this item blank for you all to consider as part of your deliberations today.

Supervisor Byrd: Do we know just how much water will be produced to determine the size of the tanks that would be required.

Brandon Stidham: Yes, it provided low and high marks for that water production at the last meeting; and when I get to the end to the recommendation, one of the things that we would recommend is a more detailed plan on that.

- 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].

Brandon Stidham: Both of those two dates would be added ultimately if we get to a point where there is a final site plan and any modifications that may occur between now and whenever you take action on the request.

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.

Supervisor Byrd: I have a question about that. If this were a flat piece of land, that would probably work; but this situation of the building that will be on top of a very high hill that is very visible in that area. I think, as I recall from our visit, that the yards, the exercise yards and the perimeter fences would be way down the hill, halfway, probably, to the bottom of the hill. Now, if you plant six-foot trees down there, it is going to be 20 years, 25 years before they reach even maybe the bottom of the building.

Brandon Stidham: The six-foot planting height is the standard that is in the Zoning Ordinance; but, since this is a special use permit, you all do have the authority to consider other measures.

Supervisor Byrd: But they wouldn't screen anything.

Brandon Stidham: That is a strong possibility with the slope there.

Attachments: (See Condition #6)

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

Brandon Stidham: 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.

Brandon Stidham: As I have stated before, I can help to answer any questions you may have about these conditions or any other issues associated with today. The applicants are also present and you may ask questions of them.

Chairman Hobert: We have received the letter dated April 9th from the applicant. Does the applicant care to make any comment today?

Gina Schaecher: We don't have a prepared statement. If there are questions, but I guess I'm unfamiliar with how the procedure would go from here with respect to these proposed conditions. Obviously, we've not commented or made a submission with respect to these new conditions either. I would just put that out there, as we would like to know whether we would have an opportunity to address these or at least state our position or how the procedure would go from here.

Chairman Hobert: Are you requesting that opportunity or are you content with the conditions?

Gina Schaecher: We would want the opportunity to respond to the proposed conditions.

Chairman Hobert: And do you have any comments on the conditions as you see them today?

Gina Schaecher: There are conditions that we don't think should be applied. There are conditions that we would submit are outside the authority based on the criteria in the legislative authority of the Board as well. There are conditions that we think are confusing and inconsistent as well. So, I think, I'm posing this as a suggestion on how to best address this efficiently. We can give a written submission if that is helpful, but we would like an opportunity to respond.

Chairman Hobert: Thank you. Questions or comments from the Board on the conditions?

Supervisor Staelin: I have a couple things unrelated to the conditions; and then, I can talk to the conditions as well. I would make a comment that in the last meeting the applicant said that there were 1,761 properties within a mile of Green Step Kennel stating they used our GIS system to get that data. The actual number according to our GIS staff and Alison is 46 structures not 1,761.

At the March Board meeting, Mrs. Schaecher you mentioned that you know had a license with Loudoun County.

Gina Schaecher: No, that's not what I said.

Supervisor Staelin: That's what the tape says and the minutes say.

Gina Schaecher: There has been an agreed license agreement to modify the covenants that are on our property and that license is recorded in the land records of Loudoun County.

Supervisor Staelin: Is that a license or is that an easement?

Gina Schaecher: I understand it to be a license.

Supervisor Staelin: Okay. Well, you said you were now licensed so I was trying to clarify that. So, you don't currently have an operating license in Loudoun County?

Gina Schaecher: A, you don't get a license in Loudoun County. There is a kennel permit based on operations. We have not applied for and don't hold one currently.

Supervisor Staelin: Thank you. And, also, at the last meeting, I asked for a description of the outdoor exercise, covered exercise area and asked you to write up something. I said I didn't want engineered documents. I haven't seen anything.

Gina Schaecher: That is an omission on our part and I apologize Mr. Staelin. I didn't recall that and we can provide that to you.

Supervisor Staelin: Thank you. There have been many . . .

Vice Chairman Weiss: If she doesn't mind just staying there . . .

Supervisor Staelin: No, no, you ask questions because mine is unrelated to . . .

Vice Chairman Weiss: As you will recall from the last meeting, the gist of the last meeting was that the scope of this project was too large and we requested the conditions to try to mediate that scope. And so, do you have a general feeling as to whether you would agree to these types of restrictions and still operate your facility?

Gina Schaecher: I would say that we would maintain that we have the right to, and should be allowed to, conduct the activities that are included in our October narrative. So, as an example, although we made it, we said that we would be willing to make a concession with respect to special events on the property, the conditions as drafted currently I would submit are too broad. We could never do, have even a party, birthday party or any kind of activity on the property whatsoever. So, those of the kind of concerns we would have based on the way the conditions are currently drafted.

Vice Chairman Weiss: How about to the number of dogs?

Gina Schaecher: We would also object to the number of dogs as well.

Vice Chairman Weiss: Thank you.

Chairman Hobert: Further questions and comments.

Supervisor Staelin: We've had several conflicting pieces of information regarding the impact the kennel would have on property values and 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 in the next reassessment, I asked Mr. Stidham and David Ash to join me on a conference with the assessor. I would like to summarize what the assessor said to the Board here.

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 certainly possible that these sorts of activities will create negative impacts on others. He said that the extent of any adverse economic impact is more likely to be large when there is a large difference in uses or values of the close proximity properties. That is a kennel or other commercial use set in the midst of estate homes will have a larger negative impact on 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 value. He gave some examples of kennels that had minimal impact on neighbors: one was located in the middle of a woods; the one was in a valley that was along a very highly traveled road and the home nearby were already of very low value to begin with. He understood this kennel would be out in the open and up on a hill and built amongst estate-type homes that would cause it to have a larger adverse impact on its neighbors than it would have if it were built in the center of a wooded area or near a business park or low-value homes.

He stated the biggest adverse economic impact for the proposed kennel would likely be on the adjacent property owners or those properties that have the kennel in their view shed. However, he said that the view shed issues could be mitigated with requirements of extensive tree buffering.

He said that the condition of the access road can have a big impact on the values of houses using the same 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 a road become a poor road include things such as potholes, soft conditions, high levels of traffic and he specifically mentioned the importance of these on a road that didn't allow two vehicles to pass side by side. That was the key thing, the two vehicles pass that increased traffic on those was more important than, say, it was on a major road or whatever that was easier to pass.

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 is interesting as many of us Supervisors, and certainly the staff, can tell you that we get complaints about barking dogs and lots of them. I must also say that complaints I hear about barking dogs are mostly about the barking dogs of individual neighbors. It might be that people believe that complaining about a kennel is useless as they are licensed facilities. I do not know; however, I have to assume that the barking dog is bothersome to many and bothersome enough to cause complaints to Supervisors and staff. It doesn't 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.

Brandon, David do you have anything to add to my summary?

Brandon Stidham: Pretty accurate.

Supervisor Staelin: Pretty accurate according to Brandon. Thank you.

Supervisor McKay: Do you want to be first? Go ahead.

Chairman Hobert: I was just going to say that it appears that one decision we have to make is whether or not we wish to proceed with the discussion of this matter, or whether we wish to give additional time to the applicant and her request to provide an indication of the elements that she objects to and why and what alternatives she feels might be available, or whether we want to proceed with our own discussion and go from there.

Supervisor McKay: When was this submitted to the Planning Commission?

Supervisor Byrd: Would you all turn your . . . [microphone on]

Supervisor McKay: Oh. Sorry.

Supervisor Byrd: Yes.

Chairman Hobert: Turn it on.

Supervisor McKay: Okay, I get to be louder. This was submitted in . . .

Brandon Stidham: The application was filed in the beginning of August of last year.

Supervisor McKay: We have had this before us since August of last year. We have had continued public hearings. We have allowed more than enough time, in my opinion, to address any issues. We haven't had, and in my experience with, granted large animal waste, the first thing you have to have is a waste disposal facility to mitigate problems with groundwater and surface water. We don't have that. We have something that says we're going to put it in tanks and pump and haul. We have no idea how big the tanks are. We've been told "we can build them any size you all want us to," when I really don't think that we have the expertise to do that. I think that it is past time to make a decision on this. I think, also, that we have these verbal pronouncements that we can access it from somewhere else. We saw something from VDOT. We haven't seen anything from the site engineers. I think the road that goes back Bellevue Lane

accessing it from that I don't think that's really been addressed for us and we've heard testimony that it's not a good way to access it.

In my judgment, there are many reasons why this Special Use Permit Application SUP 13-02 should be denied. With the respect to the criteria for the review of an SUP Application contained in the zoning ordinance, I would like to 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, which I spoke to earlier. 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, which is what the SUP is for, which is what we have to look at, what is before us, not what has been verbalized, 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 that 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 that is before us, and

further, such access presents a number of environmental and conservation easement issues which have not been addressed.

I hope when we were out there that everybody looked at the water that was standing there; and also, as you know, there is a creek back there.

- 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.

I don't think we've ever had anything adequately described to us as to how this will be mitigated. We've got these tanks. We don't know the size of them. We haven't had anything in writing from a hauler. I just don't think it has been done well.

- 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 and I would like to move that the Board deny Special Use Permit Application SUP 13-02.

Chairman Hobert: I would like to ask you if you would withhold that motion for a moment to see if the other Board members would care to comment.

Supervisor McKay: I would be happy to.

Chairman Hobert: . . . on the discussion items, as well as the ability for the applicant to respond further. Are there any other comments?

Supervisor Staelin: I just want to make sure that we are all clear as to which application we are talking about because I want to make sure that we know. People have said one way or another, whether we support it or deny it, that it is going to go to court; so, I want to know which. We've had several things in front of us; so, what is the write up that we are sure we are looking at.

Chairman Hobert: I can speak to that but I like to have Mr. Stidham speak to it first.

Brandon Stidham: I think it's part of what you are taking about with an application is going to be what was filed in August, along with the Site Plan as modified by the applicant's narrative of operations and other statements that have been made in the subsequent meetings. The one other element that is not included in the site plan review itself would be the alternative access road; and as we have recommended above, if that is something you all want to consider, it would have to be folded back into the process as an amendment to the site plan and reviewed before you move forward.

Chairman Hobert: I'm not sure if that adequately answers his dilemma. He wants to know if he wants to proceed to vote to do something to approve what is he voting to approve or what is he voting to accept? What terms are part of the package? Is it the October statement? Is it the October statement as modified by oral statements subsequently saying 40 dogs is okay? There were conflicting offers with respect to special events and the training of humans. First, they were "not important to me"; but now, maybe so, maybe they are important to me. What are the elements of the application at this point that we should be responding to?

Brandon Stidham: I think you have to respond to what the applicant has put in front of you up until the March 18th meeting and including the statements that she has made today.

Supervisor Byrd: So, we have to vote on what was presented to the Planning Commission for approval or disapproval?

Chairman Hobert: No, he didn't say that. He said March 18th.

Brandon Stidham: Which was last meeting.

Vice Chairman Weiss: Than why did we go through the nuances of creating 22 conditions? Why did the Board make staff and make everybody go through all that if that is what we are going to do now? Why didn't you make that motion then?

Supervisor McKay: If you remember, I didn't think it made sense when we talked about it.

Vice Chairman Weiss: I understand; but if you are going to go down these paths and make all this work occur for everybody involved . . .

Supervisor Staelin: Well, I think a couple of things, if I may David, because I asked to have this. First, I asked to see if staff could come up with recommendations that would mitigate these issues. I wasn't sure that could happen or not. I didn't know if that was possible. Staff came up with this and the fact is the applicant has said that she objects to those conditions. So, that is a moot point. So, we can say we tried. In fact, I don't think some of the conditions go far enough, personally. But, if the applicant doesn't like these conditions, it seems to me we would back up to what was presented to us at the last meeting, which didn't have these changes in it. So, it's these things prior to the black and bold and crossed out. So, that would be the original set of conditions; and the applicant did express some support of those. She didn't like everything but she certainly didn't object as she has today. So, I guess we are voting on, and I want to make sure, and I should say guess, we are voting on . . .

Chairman Hobert: Let me correct you. We are not voting on anything at this point. There is no motion on the floor. We are just discussing the application and the conditions at this point; and then, we will open it up for a motion. Depending upon whose motion it is, it might go one way or another.

Supervisor Staelin: So, we will be discussing the conditions that were presented a month ago and not the conditions that are shown, we are discussing those conditions from last time.

Supervisor Byrd: So, we are missing basic proponents of this site plan. One is the liquid wastewater conditions, numbers. We're missing that and I think that's a big part. We are missing . . .

Chairman Hobert: Do you wish to speak to that issue?

Supervisor Byrd: Well, I mean these are the two things that are not included on that 18th meeting. They were never . . .

Chairman Hobert: There was something you handed out at the beginning of this meeting and I wanted to know whether you wanted that to be a part of the record.

Supervisor Byrd: It can be part of the record, yes.

Chairman Hobert: Okay. This is a document titled Water Consumption in Animal Care Facilities; and I assume an article designed to indicate that there is a substantial amount of water that is associated, wastewater that would be associated, with a facility like this. That's the point?

Supervisor Byrd: Yes.

Chairman Hobert: Sorry to interrupt you. Please continue.

Supervisor Byrd: It is written by a national expert.

Chairman Hobert: You had a second point you wanted to make.

Supervisor Byrd: Well, I just think that we don't have that information; and we don't have anything other than a few little sketches of this new proposed road. I think those two items need to be on a site plan to be able to make any kind of decision on the new prospects. I think what you have to do is go on what you have on March 18th.

Chairman Hobert: Do you have any other comments? Mr. Staelin . . .

Supervisor Staelin: If we are clear as to the plan we're discussing, we are discussing the March 18th plan. We are not discussing new roads. We are not discussing the other things that are presented in here. We are discussing the use of the private access lane. We are discussing 40 dogs. We are discussing those items. Then, I'm fine. I don't object to having a motion or further discussion. But, I want to make sure we are all clear as to which thing we are discussing; so, when our comments are done, they relate to a specific request.

Vice Chairman Weiss: I would ask for a further clarification from the applicant whether she is rejecting these conditions that we have just discussed.

Chairman Hobert: Would the applicant like to comment?

Gina Schaecher: No, it is not a wholesale objection. I think there are some conditions that are acceptable and we would agree with. And, we would like to be able to submit that

information to the Board. We received this, well, whenever it was submitted. I received it late on Friday afternoon and have a job and other things and other commitments. So, we've had an opportunity to review it; but, I'd like to be able to prepare a response. I don't know that we're very far away on certain things. That item about the number of dogs, perhaps that might be something that can't be resolved. I don't know. But, I think on some of the conditions, on a good number of them, I would find them agreeable with some possible revision in the language. I'm not trying to get around a condition. I may, I just, I agree with the Board's assessment that some of them are inconsistent and I think it is confusing. We are going to be, if granted a permit, and these are the obligations, the conditions placed on it, by all means, we want it to be clear so we understand what our obligations area.

We also what to be transparent about our operations. We are not trying to pull a fast one on any one. We want to be clear about what we need to do and what we want to do. So, there are certain things that I do think are agreeable. There are some that I would ask for some revision. There are others that I think are completely objectionable because they would be feasible for . . . operation.

Chairman Hobert: The number of dogs?

Gina Schaecher: Ah, the number of dogs, because, I think that would give us no, because of the current events and if there is a change in the law, there would never be an opportunity for us to revisit that. I think we would have been more agreeable to a lower number of dogs because we would be able to establish a proven track record, show our work and then come back at some point and say can we do a little bit more. Even if we expanded, we might look to expand the physical, the amount of land. But, I don't think that's an option necessarily given the current flux in the law. So, those are our concerns. We, we, we, would, if I can, and this is beyond the question, but, if I'm all right, it would be our position that our application, as such, is everything that's been submitted up to this point, and, revisions proposed with respect to the site plan, as well.

Chairman Hobert: You do understand that it is difficult for us to respond to everything that has been submitted to this point when there has been so much oral material. There has been actually back and forth on the oral. It's kind of moved around in terms of what you're willing, even this afternoon, you indicated at our last meeting the idea that the activity of the special events was not a problem for you to have those eliminated. But, today, you indicate, no, that is a problem. So, it makes it difficult when we don't have something in writing, especially since we have to go back to the October statement, which actually was not very specific about some of these matters.

Gina Schaecher: I understand and I think that's what, that the, the problem with responding in an oral manner to these. When I was asked a question about special events, I didn't have the language of the proposed conditions in front of me. I think that we could forego some fundraising events; but, as the language is currently

drafted, I think there's a good argument that we could never have a 4-H Club meeting on our property. We could never have a Future Farmers of America Club meeting on our property. We couldn't have a birthday party on our property. Those are concerns for us. So, in keeping consistent with what I was saying last month, we could forego some fundraising activities; but, this is 91 acres. We are going to farm a majority of it. We might like to have a class come out and look at what we are doing on some new kind of techniques on some farming that we would like to implement on our property. So, its, it's the language on some of this. Part of the purpose for submitting the letter of April 9th is to try to clarify. I agree, Chairman Hobert, that it does get confusing when there is back and forth. So, we have tried to summarize and submit what we're trying to do. We submitted the narrative back in October, which I don't know that we were necessarily required to do but we did it to be clear about what we would like to do on our property. So, I think generally, we've been consistent with that. We've tried to be flexible in an effort to compromise and I agree that can be confusing. But, it wasn't, it wasn't, we aren't trying to be confusing. We are just trying to figure out a middle ground, as I know the Board is too; and I, we appreciate those efforts to address the concerns. But, we think that this language, as proposed, is one set of conditions although, as I understand it, as we sit here today, these weren't approved. They've just been submitted for discussion at this point. So, it was unclear to us coming in today whether this was a take it or leave it. Here are your conditions accept them or not. It seems to me that there is confusion among the Board members about what they mean and what other information may be necessary. So, we too are confused about the process right at this point.

Supervisor Staelin: If I may, the conditions. There is a lot of testimony done. A lot promises made. But, you sell the LLC to somebody. They come in they are going to look for this list of 20, whatever it is, conditions. Is this what I can do on the property? All these other discussions are a moot point. It is purely what is in those things. That is where we need to make sure everything is as specific as possible and that's why these questions. When you say, for example, that you're going to have very minimal traffic on the lane, when I asked you last time about, because you are going to do carpooling or dog pooling, whatever it would be called, but, when I asked if you would allow a restriction, you said no, no, no I want people to be able to come in. Well, that means that 40 different individual dog owners would have the right to drive in and out because you are allowed 40 dogs. You are allowed 40 dogs for boarding. Now, you may not want to do that. I don't know what you want to do. But, the application, as such, says those can be done; and so, what we have to evaluate it on is not your well-intended statements of what you are going to do but the actual things that get written into these conditions. That is the dilemma that we are facing. I look at these conditions; and frankly, I don't even think they are strict enough. So, if we are talking about your comments and so on, if you're unwilling to do even 25 dogs, then, I see no reason to discuss it. Frankly, I would go for a lower number; and we can discuss these conditions. But, I don't want to sit here and discuss conditions if you aren't even willing to do what is listed here.

Gina Schaecher: Well, and I don't know if that is before anybody; because, as I understand the discussion among the Board today, is you are unclear as to what even these conditions mean. There's blanks left in them. There unclear. There's comments that they're inconsistent. So, are you voting on these conditions? I don't know how you could possibly vote on these conditions. If I could respond just briefly, for instance, if your concern is number of road trips, there is no condition even within these 23 with respect to a limitation on road trips.

Supervisor Staelin: That's correct.

Gina Schaecher: So, if that remains a concern, it's not going to be addressed in what's currently proposed.

Supervisor Staelin: Yes. The number of dogs affects to some degree the number of road trips. So, that is one of the issues. It does. The issue is, you're right, there are a lot of things. But, we don't have a plan from you for how you're handling waste. We have no idea. That's an issue that you said for months that you were willing to do anything and we asked, "tell us what you want to do," and you say, "well." Don't put it on us. It is not up to us to design your waste system and your waste management system. You've got to deal with haulers. Where its going. These are issues you are going to have to deal with.

Gina Schaecher: Which is exactly why I brought my, my designer in here to answer all questions that anyone would have.

Supervisor Staelin: Has your designer talked to the haulers?

Gina Schaecher: Yes.

Supervisor Staelin: Okay.

Gina Schaecher: My designer speaks to DEQ. My designer speaks to the Commonwealth Virginia Department of Health. There are calculations.

Supervisor McKay: They don't regulate dog waste.

Supervisor Staelin: Where will your waste go?

Gina Schaecher: Where would our waste go? Liquid waste or solid waste?

Supervisor Staelin: Liquid waste.

Gina Schaecher: In the pump and haul system, it would be collected in a tank.

Supervisor Staelin: I know. But, where from there? Where is it going?

Gina Schaecher: It would be pursuant to the agreement with the hauler.

Supervisor Staelin: The haulers come with different size trucks. You have a 4,000 ton truck is going to be different than a 2,500. How much you store is going to be different. It depends on where you are going. How much storage capacity.

Gina Schaecher: I understand Mr. Staelin but look at it from our perspective because we are attempting to comply with what you want. So, from our perspective, we come in and we say these are our calculations based upon the information provided from the State, from the Commonwealth of Virginia, and our proposed uses. Here's peak use. Here's what we think will be a regular usage. This is what we are proposing. Could I continue?

Supervisor Byrd: Yes.

Supervisor Staelin: Could you show me the State document that shows me the number of gallons per day that your kennel will need to operate?

Gina Schaecher: If you would like for me to go to the State and get their information that was provided to, or get the information that was provided to our designer, yes.

Supervisor Staelin: You just mentioned the State . . .

Supervisor McKay: We should have had it by now.

Supervisor Staelin: You mentioned there is a State number. I have not seen a State number.

Gina Schaecher: There are calculations that they use to design drainage systems.

Supervisor Staelin: But, it is based on the number of gallons per day. And we still, you've said 5 to 10 gallons per day. This *[report provided by Supervisor Byrd]* says 30 gallons per day. Powhatan [County] animal shelter uses 25 gallons per day. I mean, your numbers are half of what the others are showing.

Gina Schaecher: And I understand that and that's why we brought our designer here to address those questions for you. If you wanted,

Supervisor Byrd: Could . . .

Gina Schaecher: May I finish.

Supervisor Byrd: I'm sorry.

Gina Schaecher: If you wanted that information, we've never said we wouldn't provide it. But, here's our problem. Show me in the regulation that this is what is required; because, from our perspective, we are doing the very best we can to comply with the regulation. And, at this point, we are now going above and beyond. And, we are trying to give you the information. No one is saying, "we will not give you the information." But, from our perspective, we are left guessing.

Supervisor Staelin: Our regulations say you can't use a septic tank for that. Now, you want to come up with anything else, that's your prerogative. Pump and haul is the only thing I know of but there are people who use dry systems. They don't use water at all. I don't how those work – that's not my responsibility. Unless you tell us how you are going to do this, we can't evaluate.

Gina Schaecher: Which we have.

Supervisor Staelin: You are going to use pump and haul and I am saying that I can't judge to see if the tank size is right until you tell me where it's going . . .

Gina Schaecher: And, my . . .

Supervisor Staelin: the size truck. . .

Gina Schaecher: And, my question to the Board, tell me where you have the authority to be regulating the tank size.

Supervisor Staelin: I have to protect the health and welfare of the community and I can't have this facility coming up and all of a sudden one day overflowing because you've got more dogs than storage capacity.

Gina Schaecher: And, how often has that happened?

Supervisor Staelin: We don't have anything like this in the County.

Gina Schaecher: That's exactly right. There is no such, there is no such system in the County. Isn't that correct?

Supervisor Staelin: To my knowledge, there is no . . .

Gina Schaecher: No other kennel in the County uses a pump and haul.

Supervisor Staelin: That's because our regulations changed and all the other kennels . . .

Gina Schaecher: There is no regulation that requires a pump and haul. Wouldn't you agree?

Supervisor Staelin: No, there is no regulation that requires pump and haul. The regulation says you can't use a septic tank. That is what I've said.

Gina Schaecher: And, we're not.

Supervisor Staelin: You haven't stated what you are going to do unless you are saying it is pump and haul.

Gina Schaecher: And, my point is, where have I not stated what I'm going to do?

Supervisor Staelin: We don't know. We can't evaluate the size of the tank unless we know where it is going. How often it is being pumped out. If you are going to pump out a tank every two weeks, you need to have enough storage for the two weeks. You also have to have enough storage to last a snowstorm or something. You will need another three or four weeks of storage. If you are pumping out the tank on a two-day basis, the amount of storage is different. On the other hand, the amount of flow is different. We don't . . . You've made numbers in terms of flow. We're not even sure that we agree with those numbers. There is no documentation to support . . .

Gina Schaecher: Well, what is the criteria against which you will judge this?

Supervisor Staelin: It will be done by engineers and the best people we can find.

Gina Schaecher: What engineers?

Supervisor Staelin: We have engineers on staff.

Gina Schaecher: Well, it hasn't been done thus far and that's exactly . . .

Supervisor Staelin: You haven't submitted anything.

Gina Schaecher: We have . . . I'm not going to argue with you Mr. Staelin; but, the point being is that, as my understanding is, dog waste and animal waste is regulated by the State and the federal government.

Supervisor Byrd: You should come to us with a plan.

Supervisor Staelin: Animal waste . . .

Supervisor Byrd: With numbers, gallons, what you are going to be using for wash sinks, janitor sinks, the trenches that have to be flushed out. You should know how much. That is not our job . . .

Gina Schaecher: Where in the regulation does it say . . .

Supervisor Byrd: You have not presented us . . . There is one thing on page 43 here and it is one little paragraph. He goes between 5 gallons and 10 gallons and that is all we have.

Gina Schaecher: Have you been at the meetings?

Supervisor McKay: Whoa.

Supervisor Byrd: Be careful there.

Gina Schaecher: I'm asking you whether you have read the minutes from the meetings and reviewed the additional submissions because your statement is not accurate. That's not the only submission that has been made.

Chairman Hobert: Excuse me. Mr. McKay you have a comment?

Supervisor McKay: No. I think that we are not getting anywhere here; and I think that we all agree that the State of Virginia does not regulate nor does DEQ, so we've been told, companion animal waste.

Vice Chairman Weiss: I've never seen the legislation.

Supervisor Staelin: We've been told by the Health Department.

Supervisor McKay: I haven't been shown where they do.

Chairman Hobert: Order. Are there any other comments or questions. Any other comments on the conditions? Any other comments on the application that you wish to make before we proceed? If not, the next question I would suggest is whether you want to offer to postpone this matter further for further response or whether you wish to make a motion to address it one way or another?

Supervisor McKay: I would like to make a motion that we deny it. We have postponed, put off; and we don't get anywhere.

Chairman Hobert: You may make your motion.

Supervisor McKay: **I move that the Board deny Special Use Permit Application SUP 13-02 . . .**

Supervisor Staelin: Based on the March 18 . . .

Supervisor McKay: Yes. . . . **based on the March 18 submission.**

Chairman Hobert: All right. Discussion?

Supervisor Staelin: I'll make a couple comments, a few comments here. I'll take too much time I'm sure. I would want to say that we tried to work things out here; but it's clear that the applicant doesn't go with the 25 dog limit, which I don't think is low enough. I think there are other conditions where Brandon and I disagree some. For example, it talks about an access road but it doesn't talk about the fact it should not have ponding above that road when it is built. There are issues on the tanks. I would say, let me go through some things; and I think I'll cover it all.

First of all, 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 we 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 did not offer to give up her right to build a 600 square foot dwelling so that would be there as well. So, this will obviously increase traffic on the lane.

I think this 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, the data from Powhatan County indicates that water usage could be more than 20 gallons per day per dog and this recent document here talks about 30 gallons per day. I have to base my evaluation on what could legally happen if this kennel was operated at full capacity (40 dogs) and assumptions about water usage. Full capacity at this proposed facility could produce at 20 gallons per dog per day, or 800 gallons of septage (wastewater) each day that will have to be hauled off and processed. Our current contract w1th 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-gallon septic tank getting pumped out every 10 years or a 100 gallons per year). 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). We saw the report last month from USGS talking about the high levels of nitrogen. Staff has recommended what needs to be done and we need to have that in the back of our mind.

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 bam, 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 exterior fences and 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 property values. 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 actually control the reassessment 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 under 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. This 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 low values.

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 adverse decrease in the property values to 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 dogs could be a big noise problem for neighbors. I know that as a Supervisor I get complaints from constituents about the barking dogs of neighbors. 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 to the 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 too intensive for land that is both in the AOC zoning district and covered by an Open Space Easement.

I will add that if you look at the easement it reduces the intensity of residential development by 60% from what is allowed without the easement. If one took the same view of any commercial use, it would reduce the intensity of use by 60%. Now, the biggest thing we've approved for a kennel that has outdoor activity at all has 30 dogs. If you reduce that by 60%, you would be down to 12 dogs. I'm not saying that is the number but I think when you look at what was given up by the easement and apply that amount to anything you certainly shouldn't be having more dogs than we've allowed any place else in the County. You should have way fewer than what we've allowed because of the combination of AOC and Open Space Easement.

I. 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 on the proposed kennel 24 hours a day; and, 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 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 at all.

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 district 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 and the SUP.

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, specifically AOC land covered by an Open Space Easement. I believe that the approval of this kennel would not only violate the AOC zoning ordinance, it would 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 will have an impact on the neighbors in conservation easement and 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 Plan calls for the County to protect the County's groundwater resources in general. The proposed kennels threatens both of those goals.

I will close by saying that my interpretations of this are supported by many of the citizens in the County. I have seen and heard from many citizens. Many of them have voiced these same ideas and they mirror the ideas I've just mentioned. Thank you.

Chairman Hobert: Thank you Mr. Staelin. Other comments?

Chairman Hobert: 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 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 parcel Lot No. 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. I believe that 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 of boarding or breeding of dogs to be "compatible" with the presence of livestock, which would be permitted as an agricultural activity. That's a slippery slope.

While typically, the County would have no reason to question a state agency on such a finding, in this case, our Comprehensive Plan, 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 a 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 this specific easement designed to protect the property from such uses is inappropriate and needs to 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 itself 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 this 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 cannot 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 the 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 all about 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 improvement. It was constructed for residential use, but it is now to be used for commercial purposes by customers and employees of the business, along with the trucks for hauling waste. 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 criteria 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.

I want to point out that the question came up there was no second to the motion and this because our rules allow us to have one person make a motion. So, the motion is legitimately before the Board at this time. I would also that I believe that the Applicant has had many opportunities to speak to these issues. She's acknowledged having access to this material on Friday; and while I don't think it would have been unreasonable to give additional time to respond, her comments indicated that she did not believe, at least her initial comments indicated that she did not believe that such a proposed limitation or series of limitations would be acceptable.

Is there any further discussion?

Vice Chairman Weiss: I would just offer that I think we made those 22 conditions in good faith. We believed that those would mitigate the problems of this application. I would have support that application but I won't support the initial application.

Chairman Hobert: Further discussion? **All those in favor of the motion to deny special use permit as further delineated in the March 18th meeting please signify by saying aye.**

The motion was adopted unanimously by the following vote:

| | |
|-------------------|-------|
| Barbara J. Byrd | - Aye |
| J. Michael Hobert | - Aye |
| Beverly B. McKay | - Aye |
| John R. Staelin | - Aye |
| David S. Weiss | - Aye |

Supervisor McKay: **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.**

Chairman Hobert: Discussion? Hearing no discussion, **all those in favor of denying the Site Plan application please signify by saying aye. Opposed?**

The motion was adopted unanimously by the following vote:

| | |
|-------------------|-------|
| Barbara J. Byrd | - Aye |
| J. Michael Hobert | - Aye |
| Beverly B. McKay | - Aye |
| John R. Staelin | - Aye |

David S. Weiss - Aye

Chairman Hobert: We will take a five-minute recess.

8) Approval of Minutes

Supervisor Byrd moved to approve the minutes for:

- **March 10, 2014 FY2015 Budget Work Session as modified indicating Vice Chairman Weiss as present.**
- **March 18, 2014 Regular Meeting as presented**

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 |

9) Consent Agenda

A. SYIP FY2015-2020 Primary Highway Priorities - Commonwealth Transportation Board

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

B. Cooperative Extension Centennial Celebration Week Resolution Recognizing May 4-10, 2014 as National Cooperative Extension Centennial Celebration Week 2014-05R

Cooperative Extension Centennial Celebration Week Resolution Recognizing May 4-10, 2014 as National Cooperative Extension Centennial Celebration Week 2014-05R

WHEREAS, Virginia Cooperative Extension of Clarke County is part of the nationwide Cooperative Extension System that is a partnership of federal, state and local governments and Virginia Tech and Virginia State University, the state's land-grant universities; and

WHEREAS, The Smith-Lever Act of 1914 established the Cooperative Extension Service, utilizing faculty serving as Extension Agents, who along with local staff and community-based resources, extend University research and knowledge to local communities; and

WHEREAS, Virginia Cooperative Extension provides wide-ranging educational programs and information in the areas of agriculture, natural resources, family and consumer sciences, 4-H youth development, food, nutrition and health, along with related areas of economic and workforce development across Virginia; and

WHEREAS, Virginia Cooperative Extension programs in Family and Consumer Sciences; Agriculture and Natural Resources; 4-H Youth Development, and Community Viability benefit families, schools and businesses in Clarke County;

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Clarke County that May 4-10, 2014 be designated as National Cooperative Extension Centennial Celebration Week and that we encourage county residents to take advantage of the programs and educational opportunities that Virginia Cooperative Extension offers to the community.

Attest: April 15, 2014

J. Michael Hobert, Chair Board of Supervisors

Vice Chairman Weiss moved to adopt the items on the Consent Agenda as modified. 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 |

10) Personnel Committee Items

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:

Beverley B. McKay - Aye
J. Michael Hobert - Aye

The Personnel Committee took no action on items discussed in Closed Session.

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, 2015.

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.

04/15/2014 Summary: **Supervisor McKay moved to approve the appointments as presented. 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

04/07/2014: 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.

04/15/2014: Springsted took the suggestions of counties being used by the Schools and will provide analysis of impact on the scale by incorporating these jurisdictions. At Springsted's request, Position Analysis Questionnaires for all clerical positions were completed.

11) Board of Supervisors Work Session

A. Closed Session with Robert Mitchell pursuant to §2.2-3711-A7

04/07/2014 Summary: **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 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 |

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 |

04/15/2014 Action: **Supervisor Staelin moved to authorize the Chair to execute the letters to legislators drafted by Alison Teetor. 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 |

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.

04/15/2014 Action: Highlights of update by Brandon Stidham include:

- *Job Description:*
 - o Add battalion chiefs;
 - o Change to a lower EMT certification;
 - o Add language indicating work with volunteer groups and leadership.

Vice Chairman Weiss moved to approve the job description as modified. 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 |

- Commission
 - o Accept suggestion of Chief Burns to include fire chiefs as non-voting support members.
 - o Verify work group's recommendation for Commission membership.
- Fee for Service
 - o Working with Mike Legge to draft RFP.
- Fire and EMS Director Position:
 - o Part-time position.
 - o By consensus, the Board authorized David Ash and Brandon Stidham to advertise the position.
 - o Identify members of the commission to have in place to conduct interviews.

- Jason Burns indicated that it would not be an issue to have the Association act at its April meeting to select members.
- The final group will be selected at the May 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.

12) Finance Committee Items

1. Clarke County Sanitary Authority Sewer Fund projection.

04/07/2014 Action: Mike Legge will be on hand to describe the actions the CCSA has taken to minimize this deficit.

04/15/2014 Action: Tom Judge reviewed the projected income summary advising that there would be a funding shortfall requiring additional subsidy. The Finance Committee reviewed but made no recommendation.

Supervisor Staelin informed the Board that the Sanitary Authority would like David Ash to set up a meeting between them and the Regional Landfill discuss ways to reduce operating costs.

2. FY2014 Supplemental Appropriation.

04/07/2014 Summary: 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."

04/15/2014 Action: **Supervisor Staelin moved to adopt 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. Park Van Donation.

04/07/2014 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. "

04/15/2014 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 |

4. FY2015 Budget Deliberations

04/07/2014 Summary: 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.

04/15/2014 Action: Tom Judge indicated that it did appear that the impasse could go on for some time and suggested that the Board adopt the local budget on schedule.

5. Acceptance of Bills and Claims

04/07/2014 Summary: The Finance Committee recommends acceptance.

04/15/2014 Action: **Vice Chairman Weiss moved to accept the March 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

6. Standing Reports

FY2014 General Fund Balance, Reconciliation of Appropriations; General Government Expenditure Summary, Conservation Easement Authority General Government Capital Projects

13) Joint Administrative Services Board Update

Tom Judge summarized the items of interest under review by the Joint Administrative Services Board.

- Met March 24 to discuss contract issues.
- Meets April 16 for further discussion.
- Anticipate ERP review at the Supervisors' June meeting.
- Discussed benchmarks for pay and classification studies.

14) Government Projects Update

David Ash provided the monthly project update. Highlights include:

- 100 Church Street – Sheriff's Office
 - o Architect did provide target numbers but they have not been reviewed by the Maintenance Director.
 - o Additional project funding may be necessary.
- 101 Chalmers Court – HVAC Retrofit
 - o Contract has everything necessary to commence work in the Meeting Room Wing. It may be necessary to adjustment to meeting room facilities for May.
 - o The engineer is working on plotting all the temperature and humidity points.

15) Miscellaneous Items

Secondary Six-Year Plan 2014/2015 – 2019/2020

Board of Supervisors Meeting Minutes For April 15, 2014 – Regular Meeting

David Ash advised that VDOT needs to move quickly on the annual six-year plan and has asked to work with one to two Board members to draft the current year plan in an effort to facilitate public hearing at May 2015 Board meeting.

Supervisor McKay clarified that there would be less money this year than last.

Chairman Hobert put forth that nothing on the plan had really changed.

By consensus, the Board agreed to authorize David Ash to work with VDOT on plan review and setting the matter for public hearing at the May 20, 2014 Regular Meeting.

16) Summary of Required Action

| <u>Item</u> | <u>Description</u> | <u>Responsibility</u> |
|-------------|--|-----------------------|
| 1. | Provide presentation and report to the Board. | CCPS; Brad Draeger |
| 2. | Provide notice of conditional approval for Full Moon Field Festival to applicant, adjoining property owners and applicable agencies. | Lora Walburn |
| 3. | Provide applicant notice of denial for SUP-13-02 / SP-13-08. | Brandon Stidham |
| 4. | Modify and process approved minutes. | Lora B. Walburn |
| 5. | Process approved SYIP FY2015-2020 letter to VDOT. | Lora B. Walburn |
| 6. | Process approved 2014-05R. | Lora B. Walburn |
| 7. | Update database and draft letters of appointment. | Lora B. Walburn |
| 8. | Execute letters of appointment. | J. Michael Hobert |
| 9. | Process letters to DEQ and legislators re White Post Dairy. | Lora B. Walburn |
| 10. | Modify Fire & EMS Director Job Description. | Brandon Stidham |
| 11. | Verify work group's recommendation for Commission membership. | Brandon Stidham |
| 12. | Set up meeting between CCSA and the Regional Landfill to discuss ways to reduce operating costs. | David Ash |
| 13. | Work with VDOT on SSYP. | David Ash |
| 14. | Draft and publish SSYP public hearing notice. | Lora B. Walburn |

| <u>Item</u> | <u>Description</u> | <u>Responsibility</u> |
|-------------|---|-----------------------|
| 15. | Schedule Access Independence presentation to the Board. | David Ash |

17) Board Member Committee Status Reports

Supervisor McKay:

- NSVRC: Meeting is tomorrow.
- Building and Grounds: Will be attending his first meeting tomorrow.
- Access Independence
 - Presented proclamation this week.
 - Would like to make a presentation to the Board;
 - Director was very complimentary about access in Chet Hobert Park.

Supervisor Staelin:

- CCSA: Is looking for water leaks.
- Economic Development: Went to Town Council yesterday to ask about joining forces on economic development.
 - Need to draft a memorandum of understanding;
 - Would like to coordinate budgets and staff;
 - Set up oversight committee.
 - Town Council seemed to be amenable.
- EDAC: Meets tomorrow.

Supervisor Barbara Byrd:

- Jail Board: Meets Thursday.
- Social Services: Board not happy with the budget
- Town of Berryville:
 - Barns of Rose Hill:
 - Seeking funding from the Town.
 - Want to set up an endowment fund.
 - Diana Kincannon has returned to the organization.

- Chairman Hobert was approached last week for funding. He advised them that the funding cycle was such that it would be better for them to come to the County in January of the year to be included in the budget process.

18) Closed Session

None conducted.

19) Adjournment

There being no further business to be brought before the Board at 4:59 pm Chairman Hobert adjourned the Board of Supervisors meeting.

Next Regular Meeting Date

Chairman Hobert reminded that there was a FY2015 Budget Work Session scheduled for 6:30 pm, Wednesday, April 16, 2014 in the Berryville Clarke County Government Center, Meeting Room AB, 101 Chalmers Court, Berryville, Virginia.

The next regular meeting of the Board of Supervisors is set for Tuesday May 20, 2014 at 1:00 p.m. in the Berryville Clarke County Government Center, Main Meeting Room, 101 Chalmers Court, Berryville, Virginia.

ATTEST: April 15, 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
April 16, 2014 FY2015 Budget Work Session 7:30 p.m.
Main Meeting Room

At a budget work session of the Board of Supervisors of Clarke County, Virginia, held in Meeting Room AB, 2nd Floor Berryville Clarke County Joint Government Center, 101 Chalmers Court, 2nd Floor, Berryville, Virginia on Wednesday, April 16, 2013.

Board Members Present

Barbara Byrd; J. Michael Hobert; Beverly McKay; John Staelin; David Weiss

Board Members Absent

None

Staff Present

David Ash; Annette Gilley; Tom Judge; Lora Walburn

Others Present

Val Van Meter

Call to Order

Chairman Hobert called the meeting to order at 7:33 p.m.

Adoption of Agenda

Chairman Hobert requested addition of a tribute to the late John "Jack" Hardesty, a former Supervisor from 1965 to 1995.

By consensus, the Board adopted the agenda as modified.

Tribute to the Late John "Jack" Hardesty, former Russell District Supervisor

Chairman Hobert read the following comments for the record:

Jack, who served on our Clarke County Board of Supervisors for 30 years, including 17 years as Chairman, is a Clarke County native from a family tracing its roots back to Frederick County in the early 1800s. His public service and professional accomplishments as a distinguished dairyman, active promoter of the Clarke County and Virginia State Fairs, and Chairman of the Bank of Clarke County (a Director for 45 years) have made him an icon in the region.

Jack has given extraordinary service to his beloved community, working consistently to address the many challenges of growth and change to the area. He was highly influential in the development of Clarke County's first comprehensive plan while at the same time working to build and maintain an internationally known dairy farm. He has served on many professional and community boards such as the Virginia Agri-Business Council, the Boy Scouts of America, the Northern Virginia 4-H Center, the local government Advisory Council (for 3 different Governors) and Chairman of the Clarke County Ruritan Club.

Jack, the dairyman, is particularly proud of Harvue Farms which he began with a 23-cow milking herd in 1950. Jack started with the Maryland & Virginia Milk Producers Cooperative and has remained with them, serving on the Board of Directors for more than 20 years and as President for 6 years. He was elected to the Virginia Livestock Hall of Fame, largely due to his contributions to the industry and the impressive production numbers which have long been recognized by dairy specialists.

He is particularly known and respected for his genuine and authentic character. He is a man of integrity, good judgment and courteous manner. He has raised a loving and generous family in Clarke County and supported them as they, in turn, contributed to the community on many fronts, most notably education, sports and farming.

We are proud of Jack Hardesty and believe he has served as an extraordinary model of citizenship for all of us.

Supervisor Barbara Byrd commented that Mr. Hardesty had talked her into running for Russell District Supervisors. She put forth that he was a fine Virginia gentleman.

Supervisor McKay commented that he had recently seen Mr. Hardesty at an agricultural sale. He remarked that Mr. Hardesty's actions while on the Board had had a tremendous impact on the current character of the county.

Supervisor Staelin stated that Mr. Hardesty was well respected around the Commonwealth and raised a great family.

Vice Chairman Weiss joined the meeting at 6:40 pm.

FY2015 Budget

Supervisor Staelin requested Board consideration of fully funding Lord Fairfax Community College. He stated that the County has always covered its share of the formula used to determine regional funding and the college makes up the funding shortfalls from scholarship funds earmarked for students from the locality.

Tom Judge advised that it would be a \$3,034 increase.

The Board also discussed funding for the regional library. Chairman Hobert asked Mr. Judge to provide him with regional funding details from the contributing localities.

Supervisor Staelin moved to adopt the FY2015 Budget Resolution as modified increasing expenditure for Lord Fairfax Community College. 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 BUDGET RESOLUTION
2014-06R**

BE IT RESOLVED, by the Board of Supervisors of the County of Clarke, Virginia, in a meeting assembled this 16th day of April, 2014, a public hearing having been held on April 9, 2014, as required by statute, that the informative and fiscal planning budget for Clarke County for the fiscal year extending July 1, 2014 through June 30, 2015 be approved as follows:

| | <i>FY13 Original Budget</i> | <i>FY13 Audited Actual</i> | <i>FY14 Adopted Budget</i> | <i>FY14 Revised Budget</i> | <i>FY15 Adopted Budget</i> | <i>Variance 15-14 Adopted</i> |
|-------------------------|-------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|---------------------------------------|
| EXPENDITURE | | | | | | |
| Board of Supervisors | 57,676 | 49,041 | 57,116 | 57,116 | 57,806 | 690 |
| County Administrator | 293,006 | 289,104 | 289,776 | 305,776 | 287,396 | (2,380) |
| Legal Services | 73,804 | 52,335 | 71,816 | 71,816 | 71,846 | 30 |
| Commissioner of Revenue | 202,730 | 193,888 | 200,755 | 200,755 | 200,607 | (148) |
| Assessor | 3,500 | 3,500 | 3,500 | 3,500 | 3,500 | - |
| Treasurer | 244,369 | 241,869 | 249,161 | 249,161 | 262,208 | 13,047 |
| Information Technology | 271,222 | 260,818 | 279,533 | 279,533 | 256,465 | (23,068) |
| Electoral Board | 34,177 | 33,687 | 32,986 | 35,170 | 32,379 | (607) |
| General Registrar | 67,755 | 67,033 | 69,320 | 69,320 | 69,651 | 331 |

Board of Supervisors Minutes For April 16, 2014 – FY2015 Budget Work Session

| | <i>FY13 Original Budget</i> | <i>FY13 Audited Actual</i> | <i>FY14 Adopted Budget</i> | <i>FY14 Revised Budget</i> | <i>FY15 Adopted Budget</i> | <i>Variance 15-14 Adopted</i> |
|--|-------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|---------------------------------------|
| Circuit Court | 12,180 | 13,379 | 11,480 | 11,480 | 12,680 | 1,200 |
| General District Court | 5,064 | 5,953 | 3,980 | 3,980 | 3,980 | - |
| Magistrate | 1,000 | 176 | 400 | 400 | 400 | - |
| Juvenile & Domestic Court | 4,771 | 2,664 | 2,671 | 2,671 | 5,971 | 3,300 |
| Clerk of the Circuit Court | 88,472 | 206,398 | 233,134 | 243,834 | 243,897 | 10,763 |
| Victim/Witness Coordinator | 39,741 | 40,304 | 40,260 | 40,260 | 40,189 | (71) |
| Division of Court Services | 1,000 | - | - | - | - | - |
| Blue Ridge Legal Services | 2,000 | 2,000 | 1,500 | 1,500 | 1,500 | - |
| Regional Court Services | 3,759 | 3,759 | 3,759 | 3,759 | 4,494 | 735 |
| Commonwealth Attorney | 256,304 | 256,801 | 260,941 | 260,941 | 264,404 | 3,463 |
| Commonwealth Attorney Grants | 41,334 | 35,002 | 40,503 | 40,503 | 40,479 | (24) |
| Sheriff | 1,595,251 | 1,611,754 | 1,644,810 | 1,629,810 | 1,649,536 | 4,726 |
| Sheriff's Grants | 82,099 | 79,912 | 28,353 | 43,353 | 10,906 | (17,447) |
| Communications | 403,651 | 396,693 | 406,236 | 406,236 | 441,803 | 35,567 |
| Communications Grants | 39,284 | - | 39,284 | 39,284 | 39,284 | - |
| Criminal Justice Training Center | 16,000 | 16,300 | 16,000 | 16,000 | 19,185 | 3,185 |
| Drug Task Force | 9,500 | 9,314 | 12,500 | 12,500 | 12,500 | - |
| Emergency Medical Services | 372,624 | 375,490 | 376,110 | 376,110 | 648,912 | 272,802 |
| Volunteer Fire Companies | 40,905 | 16,568 | 61,207 | 61,207 | 66,652 | 5,445 |
| Blue Ridge Volunteer Fire Company | 51,600 | 51,827 | 51,900 | 51,900 | 51,500 | (400) |
| Boyce Volunteer Fire Company | 52,500 | 52,898 | 52,900 | 52,900 | 52,500 | (400) |
| Enders Volunteer Fire Company | 78,500 | 78,969 | 79,000 | 79,000 | 78,500 | (500) |
| Shenandoah Farms Volunteer Fire Company | 51,200 | 51,386 | - | - | - | - |
| Lord Fairfax Emergency Medical Services | 4,929 | 4,929 | 4,929 | 4,929 | 5,422 | 493 |
| Forestry Service | 2,231 | 2,231 | 2,712 | 2,712 | 2,712 | - |
| Regional Jail | 453,049 | 465,137 | 577,987 | 577,987 | 562,301 | (15,686) |
| Juvenile Detention Service | 50,818 | 50,817 | 57,904 | 57,904 | 38,854 | (19,050) |
| Probation Office | 925 | 661 | 925 | 925 | 925 | - |
| Building Inspections | 141,492 | 141,166 | 140,012 | 140,012 | 139,585 | (427) |
| Animal Control | 91,180 | 80,695 | 92,521 | 92,521 | 94,084 | 1,563 |
| Medical Examiner & Indigent Burial | 2,000 | 80 | 1,000 | 1,000 | 1,000 | - |
| Refuse Disposal | 168,000 | 131,598 | 168,000 | 168,000 | 168,000 | - |
| Litter Control | 5,399 | 3,408 | 5,817 | 5,817 | 6,171 | 354 |
| Sanitation | 61,000 | 65,476 | 57,000 | 57,500 | 72,000 | 15,000 |
| Buildings & Grounds | 773,854 | 749,200 | 711,016 | 711,016 | 734,077 | 23,061 |
| Local Health Department | 199,000 | 199,000 | 199,000 | 199,000 | 205,000 | 6,000 |
| Our Health | 6,500 | 6,500 | 4,875 | 4,875 | 5,000 | 125 |
| Northwestern Community Services | 82,000 | 82,000 | 82,000 | 82,000 | 85,000 | 3,000 |
| Concern Hotline | 1,000 | 1,000 | 750 | 750 | 750 | - |
| NW Works | 1,000 | 1,000 | 750 | 750 | 750 | - |
| Shenandoah Area Agency on Aging | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 | - |
| Loudoun Transit Service | 17,639 | 17,639 | 17,639 | 17,639 | 19,302 | 1,663 |
| Laurel Center (Women's Shelter) | 2,000 | 2,000 | 2,000 | 2,000 | 2,000 | - |
| Access Independence (disabled) | 1,000 | 1,000 | 750 | 750 | 750 | - |
| Lord Fairfax Community College | 14,355 | 14,355 | 13,924 | 13,924 | 17,534 | 3,610 |
| Parks Administration | 362,307 | 353,228 | 358,594 | 358,594 | 369,940 | 11,346 |
| Recreation Center | 105,791 | 98,503 | 97,309 | 97,309 | 103,870 | 6,561 |
| Swimming Pool | 89,899 | 57,995 | 87,679 | 89,574 | 87,958 | 279 |
| Concession Stand | 21,237 | 16,934 | 18,837 | 18,837 | 16,000 | (2,837) |
| Parks Programs | 257,329 | 223,383 | 252,537 | 252,537 | 249,120 | (3,417) |
| Josephine School Community Museum | 7,290 | 7,290 | - | - | - | - |
| Virginia Commission for Arts | 10,000 | 9,000 | 10,000 | 10,000 | 10,000 | - |
| Regional Library | 182,119 | 182,119 | 182,119 | 182,119 | 185,000 | 2,881 |
| Planning Administration | 348,854 | 332,934 | 338,979 | 338,979 | 337,522 | (1,457) |
| Rain Barrel Program | - | 1,400 | 1,400 | 1,400 | 1,080 | (320) |
| Help With Housing | 7,200 | 7,200 | 5,400 | 5,400 | 5,400 | - |

Board of Supervisors Minutes For April 16, 2014 – FY2015 Budget Work Session

| | <i>FY13 Original Budget</i> | <i>FY13 Audited Actual</i> | <i>FY14 Adopted Budget</i> | <i>FY14 Revised Budget</i> | <i>FY15 Adopted Budget</i> | <i>Variance 15-14 Adopted</i> |
|--|-------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|---------------------------------------|
| Board of Zoning Appeals | 3,620 | 5,805 | 3,470 | 3,470 | 3,470 | - |
| Office of Economic Development | 46,319 | 48,252 | 45,546 | 47,296 | 105,938 | 60,392 |
| Berryville Development Authority | 11,800 | 466 | 6,100 | 6,100 | 6,100 | - |
| Small Business Development Center | 2,000 | 2,000 | 1,500 | 1,500 | 1,500 | - |
| Blandy Experimental Farm | 4,000 | 4,000 | 3,000 | 3,000 | 3,000 | - |
| Planning Commission | 23,388 | 12,174 | 19,389 | 19,389 | 20,000 | 611 |
| Board of Septic Appeals | 2,739 | 471 | 1,016 | 1,016 | 1,000 | (16) |
| Historic Preservation Commission | 12,000 | 29,526 | 7,800 | 23,700 | 26,300 | 18,500 |
| Regional Planning District Commission | 14,217 | 14,217 | 5,712 | 5,712 | 5,776 | 64 |
| Regional Airport | 5,000 | 5,000 | 2,500 | 2,500 | 2,500 | - |
| Friends of the Shenandoah | 4,000 | 4,000 | 3,000 | 3,000 | 3,000 | - |
| Water Quality Monitoring | 37,544 | 45,422 | 30,000 | 42,000 | 30,000 | - |
| Soil & Water Conservation | 9,500 | 9,500 | 4,750 | 4,750 | 5,000 | 250 |
| Biosolids Application | 19,116 | 9,668 | 16,914 | 16,914 | 15,761 | (1,153) |
| Cooperative Extension | 36,201 | 35,374 | 38,965 | 38,965 | 40,000 | 1,035 |
| Northern Virginia 4-H Center | 3,000 | 3,000 | 2,250 | 2,250 | 2,300 | 50 |
| Non-Departmental Contingency | 70,000 | - | 70,000 | 43,666 | 215,000 | 145,000 |
| Social Services | 1,432,321 | 1,306,484 | 1,363,059 | 1,376,059 | 1,338,165 | (24,894) |
| School Operations | 20,542,386 | 20,695,121 | 20,637,598 | 20,637,598 | 21,447,660 | 810,062 |
| School Food Service Fund | 754,252 | 822,389 | 761,012 | 761,012 | 782,343 | 21,331 |
| Comprehensive Services Act | 761,000 | 458,496 | 661,500 | 661,500 | 607,000 | (54,500) |
| Drug Enforcement | - | 25,244 | - | - | - | - |
| Conservation Easement | 150,000 | 510,766 | - | 343,750 | 15,000 | 15,000 |
| General Capital Improvements | 366,310 | 1,355,355 | 575,000 | 1,198,411 | 1,040,830 | 465,830 |
| School Capital Improvements | 504,200 | 2,026,125 | 728,163 | 902,584 | 852,179 | 124,016 |
| General Debt Service | 389,200 | 389,200 | 399,200 | 399,200 | 420,700 | 21,500 |
| School Debt Service | 4,034,879 | 4,031,722 | 3,888,619 | 3,888,619 | 3,867,648 | (20,971) |
| Joint Administrative Services | 542,520 | 532,175 | 541,737 | 541,737 | 551,038 | 9,301 |
| Unemployment Compensation | 25,000 | 12,077 | 25,000 | 25,000 | 25,000 | - |
| TOTAL EXPENDITURE | 37,814,887 | 40,242,727 | 37,998,056 | 39,187,233 | 39,932,445 | 1,934,389 |
| <i>Local Funds for Schools</i> | <i>15,067,999</i> | <i>16,871,410</i> | <i>15,268,127</i> | <i>15,442,548</i> | <i>16,182,853</i> | <i>914,726</i> |
| ESTIMATED REVENUE | | | | | | |
| LOCAL REVENUE | | | | | | |
| Current Real Estate Taxes | 13,522,865 | 13,519,981 | 13,249,882 | 13,249,882 | 14,135,069 | 885,187 |
| Delinquent Real Estate Taxes | 108,612 | 68,151 | 108,612 | 108,612 | 68,152 | (40,460) |
| Proceeds from Delinquent Land Sale | - | 100 | - | - | - | - |
| Public Service Corporation Real Estate | 392,096 | 401,682 | 396,900 | 396,900 | 420,772 | 23,872 |
| Current Personal Property Taxes | 3,024,723 | 3,433,992 | 3,341,094 | 3,341,094 | 3,739,323 | 398,229 |
| Delinquent Personal Property Taxes | 100,000 | 26,734 | 72,710 | 72,710 | 50,000 | (22,710) |
| Mobile Home Taxes | 1,258 | 978 | 1,264 | 1,264 | 1,036 | (228) |
| Machinery and Tools Taxes | 172,173 | 193,207 | 191,499 | 191,499 | 177,726 | (13,773) |
| Delinquent Taxes on Machinery & Tools | - | 32 | - | - | - | - |
| Penalties (All Property Taxes) | 122,849 | 130,753 | 122,849 | 122,849 | 122,849 | - |
| Interest (All Property Taxes) | 89,461 | 132,109 | 92,611 | 92,611 | 96,740 | 4,129 |
| Administrative Costs Delinq | 11,541 | 13,632 | 11,541 | 11,541 | 11,541 | - |
| DMV Stop Fee | - | (140) | - | - | - | - |
| Credit Card Fees | - | - | - | - | 600 | 600 |
| Sales and Use Taxes | 810,000 | 760,491 | 850,293 | 850,293 | 760,491 | (89,802) |
| Consumer's Utility Taxes | 376,348 | 376,302 | 375,135 | 375,135 | 375,203 | 68 |
| Consumption Tax | 36,991 | 35,113 | 35,950 | 35,950 | 35,950 | - |
| Communications Tax | 416,632 | 439,446 | 450,000 | 450,000 | 442,829 | (7,171) |
| Business License Tax | 24,000 | 22,790 | 24,000 | 24,000 | 23,605 | (395) |
| Franchise License Tax | 13,854 | 19,759 | - | - | 20,000 | 20,000 |
| Motor Vehicle Licenses | 303,336 | 305,225 | 303,336 | 303,336 | 305,225 | 1,889 |
| Recordation Taxes | 175,000 | 297,464 | 230,000 | 230,000 | 252,845 | 22,845 |
| Taxes on Wills | 15,000 | 4,438 | 11,254 | 11,254 | 11,254 | - |

Board of Supervisors Minutes For April 16, 2014 – FY2015 Budget Work Session

| | FY13 Original Budget | FY13 Audited Actual | FY14 Adopted Budget | FY14 Revised Budget | FY15 Adopted Budget | Variance 15-14 Adopted |
|--|----------------------------|---------------------------|---------------------------|---------------------------|---------------------------|------------------------------|
| Circuit Court Online Land Record Fees | - | - | - | 5,034 | 6,034 | 6,034 |
| Transient Occupancy Tax | 18,000 | 33,938 | 40,547 | 40,547 | 33,939 | (6,608) |
| Animal Licenses | 10,328 | 9,612 | 11,077 | 11,077 | 10,730 | (347) |
| Animal Shelter Fees - Dogs & Cats | 6,909 | 9,108 | 8,459 | 8,459 | 8,459 | - |
| Spay & Neuter Fund Distribution | 161 | 104 | 104 | 104 | 106 | 2 |
| Land Use Application Fees Penalties | 3,300 | 3,200 | 3,600 | 3,600 | 3,200 | (400) |
| Land Use Application Fees | 100 | 400 | - | - | 400 | 400 |
| Transfer Fees | 476 | 463 | 432 | 432 | 440 | 8 |
| Zoning and Subdivision Permits | 77,666 | 113,226 | 65,000 | 65,000 | 65,000 | - |
| Building Permits | 92,000 | 91,583 | 104,353 | 104,353 | 104,353 | - |
| Road Sign Fees | 90 | - | - | - | - | - |
| New Dwelling Address Fee | 1,300 | 1,690 | 1,430 | 1,430 | 1,550 | 120 |
| Mapping Fee | 900 | 100 | 900 | 900 | 700 | (200) |
| Sign Permits and Inspection Fees | 1,493 | 81 | 1,493 | 1,493 | 1,493 | - |
| Rain Barrel Sales | 360 | 630 | 1,400 | 1,400 | 1,080 | (320) |
| Weapons Permits | 4,500 | 7,567 | 5,453 | 5,453 | 6,000 | 547 |
| Other permits, fees, and licenses | 2,988 | 1,600 | 3,100 | 3,100 | 3,100 | - |
| Court Fines and Forfeitures | 283,000 | 347,687 | 362,725 | 362,725 | 280,000 | (82,725) |
| DNA Fees - Blood Test | 200 | 249 | 200 | 200 | 400 | 200 |
| Courthouse Security Fees | 55,000 | 52,467 | 63,161 | 63,161 | 53,812 | (9,349) |
| Local Jury Fees | - | 24 | - | - | 36 | 36 |
| Interest on Bank Deposits | 68,242 | 58,515 | 47,568 | 47,568 | 31,856 | (15,712) |
| Rental of Property | 51,772 | 54,756 | 51,772 | 51,772 | 57,772 | 6,000 |
| Excess Fees of Clerks | 500 | - | - | - | - | - |
| Sheriff's Fees | 797 | 796 | 797 | 797 | 797 | - |
| Commonwealth's Attorney Fees | 1,000 | 1,714 | 1,163 | 1,163 | 1,714 | 551 |
| Court Appointed Attorney | 657 | 1,801 | 529 | 529 | 1,027 | 498 |
| Central Alarm - Berryville | 2,000 | 2,000 | 2,000 | 2,000 | 2,000 | - |
| Fees for Ambulance & Rescue Services | - | - | - | - | 25,000 | 25,000 |
| Jail Processing Fee | 1,500 | 2,404 | 1,571 | 1,571 | 1,500 | (71) |
| Revenue from Shared Costs - Berryville | 60,739 | 55,738 | 67,380 | 67,380 | 67,918 | 538 |
| Wireless E-911 | 39,285 | 35,716 | 39,285 | 39,285 | 39,285 | - |
| Humane Foundation Contribution | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | - |
| Recycling Rebate | 39,000 | 91,537 | 92,843 | 92,843 | 45,769 | (47,074) |
| Recreation Center Fees | 33,100 | 35,365 | 39,100 | 39,100 | 39,007 | (93) |
| Swimming Pool Fees | 91,000 | 77,276 | 88,299 | 88,299 | 86,991 | (1,308) |
| Concession Stand Revenue | 19,500 | 16,417 | 18,500 | 18,500 | 16,000 | (2,500) |
| Parks Programs Fees | 248,000 | 266,328 | 275,000 | 275,000 | 275,000 | - |
| Sale of Maps, Surveys, etc. | 10 | - | - | - | - | - |
| Sale of Publications | 25 | 10 | 26 | 26 | 25 | (1) |
| Zoning Research Fee | 75 | - | 75 | 75 | 75 | - |
| Engineer's Fees | 9,699 | 11,359 | 13,441 | 13,441 | 11,360 | (2,081) |
| Biosolids Application Fees | 17,751 | 8,969 | 16,913 | 16,913 | 15,761 | (1,152) |
| Rebates & Refunds | 8,318 | 17,963 | 26,724 | 26,724 | 17,959 | (8,765) |
| Gifts & Donations in Lieu of Taxes | 3,000 | 2,500 | 3,000 | 3,000 | 22,933 | 19,933 |
| Donations | - | - | - | - | 2,500 | 2,500 |
| Sale of Salvage & Surplus Property | 272 | 7,212 | 272 | 272 | 3,681 | 3,409 |
| Sale of Vehicles | 3,055 | 3,336 | 2,777 | 2,777 | 2,777 | - |
| Insurance Adjustments | 7,876 | 7,544 | 7,876 | 7,876 | 7,876 | - |
| Miscellaneous Revenue | 8,469 | 4,555 | 4,197 | 4,197 | 3,096 | (1,101) |
| Loan Repayment | 3,495 | 3,495 | 3,495 | 3,495 | 3,495 | - |
| Insurance Recovery | 13,754 | 8,783 | 13,754 | 13,754 | 13,754 | - |
| Transfer from Animal Control Fund | - | - | 1,500 | 1,500 | - | (1,500) |
| Transfer from Parks Construction Fund | - | - | - | 1,895 | - | - |
| Tsfr from Capital Projects - Industrial Park | - | - | - | - | 60,000 | 60,000 |
| Welfare | - | 53,586 | - | - | - | - |
| Comprehensive Services Act | - | 8,623 | - | - | - | - |

Board of Supervisors Minutes For April 16, 2014 – FY2015 Budget Work Session

| | <i>FY13 Original Budget</i> | <i>FY13 Audited Actual</i> | <i>FY14 Adopted Budget</i> | <i>FY14 Revised Budget</i> | <i>FY15 Adopted Budget</i> | <i>Variance 15-14 Adopted</i> |
|--|-------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|---------------------------------------|
| School Operations | 292,898 | 411,921 | 385,323 | 385,323 | 381,504 | (3,819) |
| School Food Service Fund | 555,648 | 527,566 | 518,440 | 518,440 | 520,636 | 2,196 |
| Drug Enforcement | - | 2,998 | - | - | - | - |
| Conservation Easement | - | 118,507 | - | 126,396 | - | - |
| General Capital Projects | 117,024 | 68,691 | - | 5,000 | - | - |
| School Capital Projects Proffers | - | 444 | - | - | - | - |
| School Capital Projects | - | 960 | - | - | - | - |
| Parks Construction Fund | - | 2,688 | - | - | - | - |
| General Debt Service | - | 4,955 | - | - | - | - |
| School Debt Service | 6,397 | 11,174 | - | - | - | - |
| Joint Administrative Services | 3,000 | 285 | 3,000 | 3,000 | 3,000 | - |
| Unemployment Fund | - | 895 | - | - | - | - |
| Trigon Demutualization Funds | 34,534 | - | - | - | - | - |
| TOTAL LOCAL REVENUE | 22,042,902 | 22,870,345 | 22,293,984 | 22,432,309 | 23,419,110 | 1,125,126 |
| REVENUE FROM THE COMMONWEALTH OF VIRGINIA | | | | | | |
| Motor Vehicles Carrier's Taxes | 19,426 | 24,493 | 24,373 | 24,373 | 24,373 | - |
| Mobile Home Titling Tax | - | (35) | - | - | - | - |
| Tax on Deeds (Grantor's Tax) | 66,421 | 30,960 | 61,801 | 61,801 | 61,801 | - |
| Other Non-Categorical Aid | - | 40 | - | - | - | - |
| Quarterly Rental Tax | 2,305 | 3,810 | 2,161 | 2,161 | 2,796 | 635 |
| Personal Property Tax Relief | 2,483,842 | 2,483,842 | 2,483,842 | 2,483,842 | 2,483,842 | - |
| Circuit Court Online Land Records | - | - | - | 5,666 | 5,666 | 5,666 |
| Commonwealth's Attorney | 175,766 | 174,882 | 184,517 | 184,517 | 187,055 | 2,538 |
| Sheriff | 698,760 | 692,082 | 736,470 | 736,470 | 750,887 | 14,417 |
| Commissioner of Revenue | 71,339 | 71,352 | 74,585 | 74,585 | 75,111 | 526 |
| Treasurer | 79,211 | 79,324 | 85,708 | 85,708 | 92,780 | 7,072 |
| Registrar | 36,362 | 38,549 | 36,876 | 37,876 | 38,549 | 1,673 |
| Clerk of the Circuit Court | 9,411 | 104,235 | 152,694 | 152,694 | 153,026 | 332 |
| DMV 402 Grant | 11,675 | 10,334 | 10,000 | 10,000 | 9,000 | (1,000) |
| Emergency Services Grants | 3,314 | - | - | - | - | - |
| Litter Control | 5,399 | 7,216 | 5,817 | 5,817 | 6,171 | 354 |
| Other Categorical Aid | 2,041 | 242 | 2,041 | 2,041 | 2,041 | - |
| Extradition | - | 3,626 | - | - | - | - |
| Fire Programs Fund | 36,901 | 20,066 | 41,207 | 41,207 | 41,652 | 445 |
| Virginia Commission for the Arts | 5,000 | - | 5,000 | 5,000 | 5,000 | - |
| Division of Historic Landmarks | - | 24,996 | - | 9,000 | 12,000 | 12,000 |
| DEQ Water Quality Management Grant | - | 4,000 | - | 12,000 | - | - |
| Welfare - Various | 955,261 | 806,358 | 892,247 | 892,247 | 900,754 | 8,507 |
| School Operations - Various | 8,695,554 | 8,608,873 | 8,616,666 | 8,616,666 | 8,666,412 | 49,746 |
| School Lunch Program - State Match | 8,787 | 8,572 | 8,572 | 8,572 | 7,707 | (865) |
| Comprehensive Services Act - Various | 351,000 | 178,011 | 306,457 | 306,457 | 277,841 | (28,616) |
| Drug Enforcement Grant - Asset Forfeiture | - | 3,820 | - | - | - | - |
| Conservation Easement - Grants | - | 109,280 | - | 196,104 | 15,000 | 15,000 |
| General Capital Projects - Various | - | 200,000 | - | 130,094 | 66,830 | 66,830 |
| School Capital Projects - Technology | - | - | - | - | - | - |
| Bond | 154,000 | 47,795 | 154,000 | 154,000 | 154,000 | - |
| TOTAL COMMONWEALTH REVENUE | 13,871,775 | 13,736,722 | 13,885,034 | 14,238,898 | 14,040,294 | 155,260 |
| FEDERAL REVENUE | | | | | | |
| Payment in Lieu of Taxes | 5,554 | 5,578 | 25,987 | 25,987 | 5,578 | (20,409) |
| Miscellaneous Federal Revenue | - | 1,296 | - | - | 3,125 | 3,125 |
| Crime Victims Assistance | 39,024 | 39,024 | 37,463 | 37,463 | 39,024 | 1,561 |
| Multi Agency Federal Task Force | 65,000 | 60,576 | 15,000 | 30,000 | - | (15,000) |
| DOJ Vest Grant | - | 403 | 1,500 | 1,500 | - | (1,500) |
| DOJ Local Law Enforcement Block Grant | - | 2,226 | 1,853 | 1,853 | 1,906 | 53 |
| SCAAP Grant | 2,535 | 3,671 | 3,671 | 3,671 | 3,074 | (597) |

Board of Supervisors Minutes For April 16, 2014 – FY2015 Budget Work Session

| | <i>FY13 Original Budget</i> | <i>FY13 Audited Actual</i> | <i>FY14 Adopted Budget</i> | <i>FY14 Revised Budget</i> | <i>FY15 Adopted Budget</i> | <i>Variance 15-14 Adopted</i> |
|--|-------------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|---------------------------------------|
| ARRA Byrne Justice Assistance Grant | 5,423 | 5,423 | - | - | - | - |
| Conservation Easement - Federal Grants | - | 324,250 | - | 21,250 | - | - |
| V-Stop | 33,004 | 35,002 | 33,004 | 33,004 | 28,053 | (4,951) |
| SAFER Grant | - | - | - | - | 25,000 | 25,000 |
| Public Safety Fund - Asset Forfeiture | - | 636 | - | - | - | - |
| School Operations - Various | 681,758 | 692,686 | 711,256 | 711,256 | 663,710 | (47,546) |
| School Food Service Fund - NSLP | 189,817 | 253,302 | 234,000 | 234,000 | 254,000 | 20,000 |
| General Capital Projects - Various | - | - | - | 458,223 | 1,500 | 1,500 |
| School Capital Projects - Various | 52,510 | 22,494 | - | - | - | - |
| Sch Debt Svc - Build America Bond Subsidy | 130,349 | 118,604 | 119,008 | 119,008 | 119,008 | - |
| TOTAL FEDERAL REVENUE | 1,204,974 | 1,565,173 | 1,182,742 | 1,677,215 | 1,143,978 | (38,764) |
| TOTAL EXPENDITURES | 37,814,887 | 40,242,727 | 7,998,056 | 39,187,233 | 39,932,445 | 1,934,389 |
| TOTAL REVENUE | 37,119,651 | 38,172,241 | 37,361,760 | 38,348,422 | 38,603,383 | 1,241,622 |
| SURPLUS (DEFICIT) | (695,236) | (2,070,486) | (636,296) | (838,811) | (1,329,062) | (692,767) |
| FROM FUND BALANCE | 695,236 | 2,070,486 | 636,296 | 838,811 | 1,329,062 | 692,767 |
| NET | - | - | - | - | - | - |

Unanimously adopted this 16th day of April, 2014.

Attest

David L. Ash, County Administrator

FY2015 Appropriation Resolution

Tom Judge reviewed the four appropriations explaining that an appropriation provided the authority to spend.

**APPROPRIATIONS RESOLUTION
2014-07R**

1. **BE IT RESOLVED**, by the Board of Supervisors of the County of Clarke, Virginia, that the following appropriations are hereby made for the period of July 1, 2014 through June 30, 2015, for the functions and purposes indicated:

General Fund

To be expended only on order of the Board of Supervisors except that grants are only to be expended to the extent of available revenue:

| | | |
|---|-----------|------------------|
| <i>Direct Revenue to the General Fund</i> | \$ | 8,984,882 |
| Total Appropriation | \$ | 8,984,882 |

Social Services Fund

To be expended only on order of the Board of Social Services:

| | | |
|---|-----------|------------------|
| <i>Direct Revenue to Social Services Fund</i> | \$ | 900,754 |
| <i>Transfer from General Fund</i> | \$ | 437,411 |
| Total Appropriation | \$ | 1,338,165 |

School Operating Fund

To be expended only on order of the School Board:

| | | |
|--|-----------|-------------------|
| <i>Direct Revenue to School Operating Fund</i> | \$ | 9,711,626 |
| <i>Transfer from General Fund</i> | \$ | 11,736,034 |
| Total Appropriation | \$ | 21,447,660 |

Comprehensive Services Fund

To be expended only on order of the Comprehensive Services Board:

| | | |
|--|-----------|----------------|
| <i>Direct Revenue to Comprehensive Services Fund</i> | \$ | 277,841 |
| <i>Transfer from General Fund</i> | \$ | 329,159 |
| Total Appropriation | \$ | 607,000 |

Conservation Easement Fund

For projects under Conservation Easement Budget to be added to continuing appropriations in the Conservation Easement Fund and to be expended only on order of the Board of Supervisors:

| | | |
|---|-----------|---------------|
| <i>Direct Revenue to Conservation Easement Fund</i> | \$ | 15,000 |
| <i>Transfer from General Fund</i> | \$ | - |
| Total Appropriation | \$ | 15,000 |

General Capital Projects Fund

For projects under General Government Capital Projects Budget to be added to continuing appropriations in the General Government Capital Projects Fund and to be expended only on order of the Board of Supervisors:

| | | |
|--|-----------|------------------|
| <i>Direct Revenue to General Capital Projects Fund</i> | \$ | 68,330 |
| <i>Transfer from General Fund</i> | \$ | 972,500 |
| Total Appropriation | \$ | 1,040,830 |

School Capital Projects Fund

For projects under the School Capital Projects Budget to be added to continuing appropriations in the School Capital Projects Fund and to be expended only on order of the School Board:

| | | |
|---|-----------|----------------|
| <i>Direct Revenue to the School Capital Projects Fund</i> | \$ | 154,000 |
| <i>Transfer from General Fund</i> | \$ | 698,179 |
| Total Appropriation | \$ | 852,179 |

School Debt Service Fund

To be expended only on order of the Board of Supervisors or School Board:

| | | |
|---|-----------|------------------|
| <i>Direct Revenue to the School Debt Service Fund</i> | \$ | 119,008 |
| <i>Transfer from General Fund</i> | \$ | 3,748,640 |
| Total Appropriation | \$ | 3,867,648 |

Government Debt Service Fund

To be expended only on order of the Board of Supervisors:

| | | |
|-----------------------------------|-----------|----------------|
| <i>Transfer from General Fund</i> | \$ | 420,700 |
| Total Appropriation | \$ | 420,700 |

Joint Administrative Services Fund

To be expended only on order of the Joint Administrative Services Board:

| | | |
|---|----|---------|
| <i>Direct Revenue to the Joint Administrative Services Fund</i> | \$ | 3,000 |
| <i>Transfer from General Fund</i> | \$ | 548,038 |

Total Appropriation \$ 551,038
Unemployment Compensation Fund

To be expended only on order of the Board of Supervisors or School Board:

Transfer from General Fund \$ 25,000

Total Appropriation \$ 25,000

TESTE:

David L. Ash, County Administrator

Supervisor Staelin moved to adopt the FY2015 Appropriations Resolutions Item 1 as presented. 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. BE IT RESOLVED, by the Board of Supervisors of the County of Clarke, Virginia, that the Treasurer of Clarke County, Virginia is hereby authorized to honor Food Service warrants drawn by the School Board of Clarke County for the fiscal year 2014-2015 to the extent of the balance in such Food Service Fund as of 30, June, 2014, plus such receipts as may be deposited during the Fiscal Year 2014-2015.

TESTE:

David L. Ash, County Administrator

Supervisor Byrd moved to adopt the FY2015 Appropriations Resolutions Item 2 as presented. 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. BE IT RESOLVED, by the Board of Supervisors of the County of Clarke, Virginia, that the Treasurer of Clarke County, Virginia, be and hereby is authorized to honor Drug Enforcement Fund warrants drawn by the County of Clarke for the Fiscal Year 2014-2015 to the extent of the balance in such Drug Enforcement Fund as of 30, June, 2014, plus such receipts as may be deposited during the Fiscal Year 2014-2015.

TESTE:

David L. Ash, County Administrator

Supervisor Staelin McKay to adopt the FY2015 Appropriations Resolutions Item 3 as presented. 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 |

4. BE IT RESOLVED, by the Board of Supervisors of the County of Clarke, Virginia, that the Treasurer of Clarke County, Virginia, be and hereby is authorized to honor Joint Government Center Fund warrants drawn by the County of Clarke for the Fiscal Year 2014-2015 to the extent of the balance in such Joint Government Center Fund as of 30, June, 2014, plus such receipts as may be deposited during the Fiscal Year 2014-2015.

TESTE:

David L. Ash, County Administrator

Supervisor McKay moved to adopt the FY2015 Appropriations Resolutions Item 4 as presented. 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 |

CY2014 Tax Rate

Tom Judge reviewed the proposed tax rates for calendar year 2014 including a 2.5 cent increase in real estate tax.

Vice Chairman Weiss moved to approve the Current Year 2014 Tax Rate Resolution as presented. 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 |

**TAX RATE RESOLUTION
2014-08R**

BE IT RESOLVED, by the Board of Supervisors of the County of Clarke, Virginia in meeting assembled this 16th day of April, 2014, a public hearing having been held on April 9, 2014, as required by statute, that the tax rates for calendar year 2014, to support the budget for Clarke County for the fiscal year July 1, 2014 through June 30, 2015, be and hereby are fixed at:

**ALL TAX RATES ARE BASED ON EACH \$100
OF ASSESSED VALUATION**

| | |
|---|----------|
| | 2014 |
| 1. Real Estate, including the real estate of public service corporations** | \$ 0.655 |
| 2. Tangible personal property except machinery and tools and qualified Fire and Rescue Vehicles | \$ 4.496 |
| 3. Tangible Machinery and tools | \$ 1.250 |
| 4. Tangible personal property of qualified Fire & Rescue Vehicles | \$ 2.248 |

** Mobile Homes will be assessed as personal property, but taxed at the same rate as real estate.

Unanimously adopted this 16th day of April, 2014.

Attest

David L. Ash, County Administrator

Chairman Hobert thanked staff for their work on the budget.

Supervisors Staelin and Byrd thanked the Finance Committee members.

Adjournment

There being no further business to be brought before the Board at 6:59 pm Chairman Hobert adjourned the meeting.

Next Meeting Date

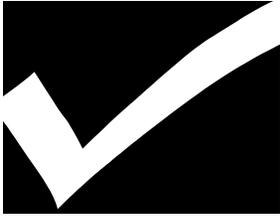
The next regular meeting of the Board of Supervisors is set for Tuesday, May 20, 2014 at 1:00 p.m. in the Main Meeting Room of the Berryville Clarke County Government Center, 101 Chalmers Court, Berryville, Virginia.

ATTEST: April 16, 2014

J. Michael Hobert, Chair

David L. Ash, County Administrator

Minutes Recorded and Transcribed by:
Lora B. Walburn, Deputy Clerk, Board of Supervisors



Personnel Committee Items
May 12, 2014; 9:30 am
Second Floor, Main Meeting Room
Berryville/Clarke County Government Center
101 Chalmers Court, Berryville, Virginia 22611

Item No.

Description

A. Expiration of Term for appointments expiring through August 2014.

05/12/2014 Summary: The Personnel Committee discussed various appointments but made no recommendations.

B. Clarke County General Government Pay and Classification Study and Personnel Policy Update by David Ash

05/12/2014 Summary: The County Administrator announced that he had just received information from the contractor but had not had an opportunity to review prior to the Personnel Committee. The County Administrator proposed to convene an ad hoc committee to assist in the review of the personnel policies and pay classification proposals.

Appointments by Expiration Through August 2014

Appt Date Exp Date Orig Appt Date:

December 2013

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.

April 2014

Clarke County Planning Commission 4 Yr
 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."

May 2014

Clarke County Historic Preservation Commission 4 Yr
 Stieg, Jr. Robert Millword 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."

June 2014

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

July 2014

Board of Social Services 4 Yr
 Gray Lynn Berryville District 4/16/2014 7/15/2014 4/16/2014

Appointed by BOS; 2 Term Limit; Oath of Office Required - Clerk of Circuit Court; BOS appoints 3 qualified citizens of the county, 1 of whom may be a member of the BOS ; § 15.2-412.

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, May 05, 2014

Page 1 of 7

| | | | <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 | 4/15/2014 | 4/30/2015 |
| 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 |

| | | | <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 |
| 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 |
| Dunbar | Kevin | White Post District | 4/15/2014 | 4/15/2018 |
| 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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| | | | <i>Appt Date</i> | <i>Exp Date</i> |
|---|------------|--|------------------|-----------------|
| 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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| | | | <i>Appt Date</i> | <i>Exp Date</i> |
|---|-------------|---|------------------|-----------------|
| <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 |

Monday, May 05, 2014

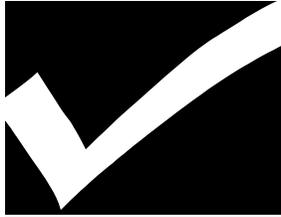
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| | | | <i>Appt Date</i> | <i>Exp Date</i> |
|------------|----------|--|------------------|-----------------|
| Heder | Terence | Shenandoah Valley Battlefields Foundation | 1/18/2011 | 12/31/2015 |
| Kalbian | Maral | Community Representative | 1/18/2011 | 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 |

Warren-Clarke County Microenterprise Assistance Program Management Team

2 Yr

| | | | |
|-----------|----------|-----------------------------------|-----------|
| 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
May 12, 2014 10:00 am
Second Floor, Main Meeting Room
Berryville/Clarke County Government Center
101 Chalmers Court, Berryville, Virginia 22611**

*Item
No.*

Description

A. Stormwater Management Program Update by Brandon Stidham

05/12/2014 Summary: Subsequent to the Planning Director's presentation and discussion of the Board, **Supervisor Staelin moved to direct staff to opt out of the Stormwater Management Program until such time as the Planning Director can accurately determine if the County would be better served to adopt its own ordinance. The 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 |

B. Fire and EMS Update

05/12/2014 Summary:

- Draft Ordinance: The Board discussed the draft ordinance and agreed that the subsequent terms for the three citizens at large should be for a term of three years rather than four. The Board also discussed the recommendation that the Board designate the chair upon initial appointment and allow commission members to choose the chair annually thereafter.
- Commission composition and appointment: The Board discussed the proposed composition of the commission and generally agreed upon the membership proposed in the ordinance. The Board further agreed to consider making appointments at the next Board meeting.
- Update on director hiring process: Members of the Board were informed that solicitations of interest had been published and would appear in: The Winchester Star, Northern Virginia Daily, Monstor.com, Virginia Association of Counties, and Virginia Fire Chief's Association
- Update on consultant RFP: The Board authorized the release of an RFP for an economic feasibility study on fee for service.

C. Sheriff's Office Renovation Project Update on Cost Estimates

05/12/2014 Summary: The Board recommended that the architect be requested to prepare bid specifications for selected contracts and acknowledged that the Maintenance Director, Bobby Levi, would be acting as owner's representative, as well as completing a portion of the work with County employees. The County Administrator and Mr. Judge were asked to develop a project budget.

Item
No.

Description

D. Occupancy Agreements with CCPS for: Maintenance Facility; Transportation and Purchasing Facility

05/12/2014: This Occupancy Agreement covers relocation of the County Maintenance and staff to the old Ag Shop building at the D.G. Cooley campus. Board members discussed the Occupancy Agreement between the Schools and the County and expressed some concern with its ambiguity. The Joint Administrative Services Director was asked to review the document and edit for clarity and/or provide the Board with an adopting resolution that would clarify the ambiguous terminology.

E. Identify CCPS Discussion Issues

05/12/2014: The Board asked the County Administrator to request the School Board to provide updates on and to convey the Board's understanding that one or more of the topics may not be appropriate for public discussion and may therefore be omitted from the discussion.

- A. Update on pay and classification study
- B. Selection of Superintendent
- C. Renovation status recognizing that

F. Information Only

- ✓ Set Public Hearing for CC-2014-01 Chapter 165 Taxation Article IV Tangible Personal Property is scheduled for the May 20 Regular Meeting.
- ✓ Public Hearing PH 14-08 Secondary Six-Year Plan for 2014/2015 - 2019/2020 has been advertised for the May 20 Regular Meeting at 6:30 pm.

G. Closed Session Pursuant to §2.2-3711-A1 Specific Employees or Appointees of the Board.

Supervisor McKay 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 |

*Item
No.*

Description

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, **Supervisor Staelin 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 |

Supervisor Staelin 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 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.



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: May 7, 2014

At the Board's April 7 worksession meeting, Staff provided an update on the recent changes to state law that now provide localities with the option of "opting-in" to manage the Virginia Stormwater Management Program (VSMP), and the option of "opting-out" of managing the VSMP locally and having the Virginia Department of Environmental Quality (DEQ) manage the program. Staff noted at the April 7 worksession that the new state regulations also require localities to "opt-in" to the management of the VSMP if the locality wants to enforce stormwater requirements that are more stringent than the state standards. Since our local stormwater ordinance contains more stringent requirements, Staff recommended that the County attempt to meet the State's July 1, 2014 deadline to "opt-in" to managing the VSMP. This would involve adopting significant amendments to the County's stormwater management ordinance as required by DEQ by the July 1 deadline and to formally notify DEQ by April 30 of our intention to "opt-in." Staff notified DEQ on April 30 that we would attempt to "opt in" but that we are still evaluating all of our options due to ongoing questions and concerns.

Following the April 7 worksession meeting, several issues have arisen that have impacted Staff's recommendation:

- Concerns with stormwater ordinance revision. Staff's initial efforts to amend the County's stormwater ordinance proved to be time-consuming and problematic. DEQ provided the County with an edited version of our ordinance and design manual containing the sections to be amended to meet State requirements as well as their review comments. Some of the edits were simple fixes, such as updating State code citations to reflect new references. However, other comments noted inconsistency with State regulations without indicating how the language should be updated. DEQ reviewers noted the provisions of our ordinance that are more stringent than State regulations and also noted provisions that are not part of the State regulations, but they did not indicate whether the latter provisions needed to be changed or removed. Staff determined that updating our current ordinance would require a significant amount of time including discussions with the DEQ reviewers to determine how our ordinance would need to be amended. It also did not appear that a completed revision could be reviewed and accepted by DEQ staff and provided to the Board in time to set public hearing at the May 20 meeting.

DEQ staff suggested that instead of attempting to amend our current ordinance by the July 1 deadline, we should modify DEQ's model ordinance with our more stringent provisions and have the Board adopt it in place of our current stormwater ordinance. The DEQ model was designed to meet the minimum requirements for VSMP local implementation and was offered to counties to use that did not have their own stormwater ordinances. Staff attempted to modify the DEQ model as recommended but we quickly realized that the model did not include several technical sections and definitions that are in our current ordinance. DEQ staff indicated that these technical sections were probably referenced elsewhere in the regulations but they would have to conduct a more detailed review to provide us with definitive answers.

The County's current stormwater ordinance was developed in 2010 with the assistance of outside technical consultants to meet our goal of improving water quality. Staff has serious concerns with expediting efforts to adopt a significantly modified ordinance to meet the State's July 1 deadline without careful evaluation of DEQ's recommended changes by the County's engineering consultant.

- Ongoing questions for DEQ. Staff's interactions with DEQ over the past month have also resulted in more questions than answers. While our regional DEQ staff in Harrisonburg has been very timely and helpful in answering technical questions, they do not have the authority to answer many process/policy questions and have forwarded us to DEQ staff in the Richmond office. Unfortunately, we have not experienced the same promptness and clarity in regards to questions posed to Richmond DEQ. The issues listed below have raised our concerns:
 - Future windows to "opt-in." As noted at the April worksession, DEQ staff previously told us that localities that do not meet the July 1 deadline would have the chance to opt-in at a later date but no sooner than June 30, 2015. Staff's recommendation to move forward with "opting-in" to manage the VSMP was based partly upon the concern that we would not be able to apply our more stringent stormwater provisions by opting out and would have to wait a full year to be able to opt-in. However, a recent phone conversation with a DEQ staff member in the Richmond office indicated that no formal decision has been made yet on when a future "opt-in" window would be scheduled and that DEQ was still considering a potential window at the end of this calendar year.
 - "Flexibility" and "Provisional Certification." DEQ provided all localities with a letter to their executives requesting notice by April 30 of whether the locality intends to "opt-in" or "opt-out" of managing the VSMP. The letter also contained the following sentence:

DEQ understands that the needed changes to your ordinance based on the recent legislation may affect your locality's ability to meet the current VSMP adoption schedule. Accordingly, we are providing flexibility to allow provisional approval of programs and more time for localities to incorporate these recent changes.

Planning Staff had not been previously advised of a “provisional approval” program or other flexibility initiatives, and had specifically been told by a DEQ official that they could not vary the July 1 deadlines or provide other flexibility. When we contacted DEQ regarding the meaning of this statement, a DEQ staff member in the Richmond office indicated that they would “work with us” on a case by case basis. No specific details or offers of flexible deadlines or “provisional approval” were provided.

- Consequences of attempting to “opt-in” and not meeting the July 1 deadline. Planning Staff also asked Richmond DEQ staff about the implications of scheduling a public hearing on the revised stormwater ordinance in June but having to defer action to July due to concerns raised at the public hearing. Staff wondered if there would be any flexibility offered in this likely scenario but DEQ staff offered no advice or insight. DEQ staff did seem to be concerned with not being prepared to manage the VSMP for a locality that attempted to “opt-in” but could not meet the deadline. We were advised that they needed to discuss this scenario in more detail and would call us back but Staff never received a follow-up call from DEQ staff.
- Other general concerns. In addition to the aforementioned concerns, Staff is also concerned that DEQ is focusing all of its energies on determining which localities opt in or opt out rather than creating the policies and infrastructure to operate their program. Specifically, Staff is concerned that as DEQ has more time to build the program infrastructure, they may impose additional administrative requirements with potential costs to the County may be imposed that we have not previously been advised of or anticipated. Currently, DEQ has not fully implemented a training and certification program similar to the program used for the Erosion and Sediment Control program. They have also not developed a stormwater technical manual for use in plans review and inspections similar to the Erosion and Sediment Control manual. While DEQ would have oversight to evaluate local programs for consistency with state criteria, this process has not been finalized.

Given the aforementioned concerns and DEQ’s ongoing efforts to finalize the details of their own program, Staff now recommends that the County “opt-out” of local management of the VSMP until such time as DEQ is able to provide more definitive answers on how the program will be managed. Regarding continued application of our local stormwater ordinance provisions, DEQ staff suggested that use of the County’s zoning and subdivision review authority would enable us to apply and enforce our more stringent stormwater provisions. Upon review, Planning Staff noted that the site plan review provisions of the Zoning Ordinance and the plat review provisions of the Subdivision ordinance both include references to the stormwater ordinance (Chapter 154). This approach has been reviewed by County Attorney Robert Mitchell who has no outstanding concerns with it.

Summary of Recommendations

Staff recommends that the Board authorize us to take the following actions regarding stormwater regulations:

- Inform DEQ that the County will “opt-out” of locally managing the Virginia Stormwater Management Program at this time and allow DEQ to manage the program on its behalf.
- Continue evaluating DEQ’s progress on developing the stormwater program and procedures, and consider the feasibility of “opting-in” to the program in the future.
- Continue working on updating the County’s stormwater ordinance including having the County’s engineering consultant evaluate DEQ’s recommended changes and comments and their impact on our ordinance.
- Continue operating a local stormwater review program in conjunction with the site plan and subdivision plat review processes.

Should you have questions or concerns in advance of the meeting, please do not hesitate to contact me.

Clarke County**bstidham@clarkecounty.gov**

VSMP form - Clarke County

From : Brandon Stidham <bstidham@clarkecounty.gov> Wed, Apr 30, 2014 03:21 PM
Subject : VSMP form - Clarke County  1 attachment

To : Joan Salvati (DEQ) <joan.salvati@deq.virginia.gov>,
melanie davenport
<melanie.davenport@deq.virginia.gov>

Cc : Derek Tribble (DEQ) <derek.tribble@deq.virginia.gov>

Good Afternoon,

Attached for your reference is the form signed by our County Administrator David Ash regarding Clarke County's intent to "opt-in" to the VSMP program at this time. Please be aware that we are continuing to evaluate the feasibility of opting-in to the program and are working to develop a compliant ordinance for adoption by the July 1 deadline, however we still have a number of questions and concerns. We will be bringing this matter to our Board of Supervisors for consideration at their May 12 work session along with a potential "opt-out" option. In the event that the Board prefers to "opt-out" of the VSMP program, we will advise you accordingly.

Please let me know if you have questions or concerns.

~Brandon Stidham

--

Brandon Stidham
Director of Planning
Clarke County
101 Chalmers Court, Suite B
Berryville, VA 22611
(540) 955-5130

 **DEQ opt in form signed_Clarke Co.PDF**
50 KB



COMMONWEALTH of VIRGINIA

DEPARTMENT OF ENVIRONMENTAL QUALITY
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Molly Joseph Ward
Secretary of Natural Resources

David K. Paylor
Director

(804) 698-4020
1-800-592-5482

April 8, 2014

Mr. David Ash
Clarke County Administrator
101 Chalmers Ct
Berryville, VA 22611

Subject: Amended Stormwater Management Act
Formal Notification of VSMP Adoption "Opt In"

Dear Chief Administrative Officer:

As you may be aware, during its 2014 session, the General Assembly adopted amendments to the Stormwater Management Act (Act) (Chapter 303 of the 2014 Acts of Assembly). As revised, the Act now only requires localities that operate a regulated Municipal Separate Storm Sewer System ("MS4") to adopt a Virginia Stormwater Management Program (VSMP) and allows all other localities to "opt in" to the program if so desired. You are receiving this correspondence because your locality is not a regulated MS4 and therefore you are no longer required to adopt a VSMP. The purpose of this letter is to communicate information about the legislation, identify next steps and to seek your locality's decision as to whether or not you intend to opt in to the program.

Information about the Amended Stormwater Management Act

As set forth in the amended Act, if your locality does not elect to "opt in" and adopt a VSMP, DEQ will operate the program within your locality and address post-construction stormwater runoff for land disturbing activities beginning July 1, 2014. The Act also now allows towns to be subject to the county's VSMP, establish a town VSMP or have DEQ operate the VSMP. The attached table describes the legislative timelines for the localities that are required to adopt a VSMP and adoption options for those who may opt in. The table further identifies DEQ's role should your locality choose not to adopt a program.

DEQ understands that the needed changes to your ordinance based on the recent legislation may affect your locality's ability to meet the current VSMP adoption schedule. Accordingly, we are

April 8, 2014
Amended Stormwater Management Act
Formal Notification of VSMP Adoption "Opt In"

providing flexibility to allow provisional approval of programs and more time for localities to incorporate these recent changes.

I would also like to make you aware of additional program considerations.

1. Localities deciding not to adopt a VSMP are still required to satisfy the new post development stormwater management quantity requirements (effective July 1, 2014) contained in the VESC law. Your locality will need to ensure that your erosion and sediment control ordinance includes this requirement.
2. Non-MS4 localities that are subject to the Chesapeake Bay Preservation Act do not have to adopt a VSMP, but must adopt requirements to regulate Chesapeake Bay Land Disturbing activities (between 2,500 ft² and an acre) consistent with the VSMP regulations. DEQ will assist such localities in incorporating these requirements into their local ordinances.
3. Non-MS4 localities that adopted stormwater programs in accordance with an earlier version of the Stormwater Management Act (Act), may opt-in to the VSMP program and amend the existing ordinances to conform to the current version of the Act, or elect to have DEQ operate the program. A locality cannot maintain an existing stormwater program that is inconsistent with the current Act.

Next Steps

- DEQ has provided localities the amendments to the Stormwater Management Act that need to be reflected in the local VSMP ordinances as well as an updated schedule for adoption which allows for provisional approval - March 31, 2014.
- DEQ will issue guidance to address changes in the Act and the General Permit for Discharges of Stormwater from Construction Sites – April through June, 2014.
- DEQ will complete review of submitted final local VSMP application packages, so that localities can begin implementing VSMPs that are consistent with the Stormwater Management Act by July 1, 2014.

Opt in

If your locality intends to opt in and adopt a VSMP, please return the enclosed form to me as soon as possible but **no later than April 30, 2014**. We look forward in continuing to work with your locality to successfully implement these recent legislative changes. If you have any questions on this issue, please contact Joan Salvati (804-698-4230 / joan.salvati@deq.virginia.gov) or myself at (804-698-4038 / melanie.davenport@deq.virginia.gov).

Sincerely,



Melanie D. Davenport,

Director, Water Division

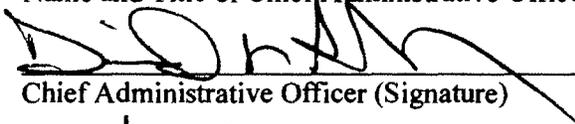
Locality VSMP OPT In Form

 ✓ VSMP Adoption Opt In

If applicable, please list the Towns that are included in your VSMP:

Clarke County
Name of Locality (Print)

DAVID ASH, COUNTY ADMINISTRATOR
Name and Title of Chief Administrative Officer (Print)


Chief Administrative Officer (Signature)

4/30/2014
Date

NVDAILY.COM | Local News

Posted May 1, 2014 | [Leave a comment](#)

Counties to let state handle stormwater program

By Alex Bridges

WOODSTOCK - Shenandoah County plans to let the state handle stormwater management with new construction -- at least for now.

County officials advised members of the Board of Supervisors on Thursday that they recommend not taking on the added responsibility of monitoring stormwater systems installed at development projects. But Brandon Davis, director of the office of community development, noted that the county may decide to take on the responsibility if it appears the Department of Environmental Quality does not give the same level of service that developers receive at the local level.

County Planner Patrick Felling told the board that state legislators during their recent session approved legislation that gave certain municipalities the option to either put in place their own program or to let the DEQ monitor stormwater management as it does currently.

County leaders and officials worked for a few years to set up a local program with the aid of the Northern Shenandoah Valley Regional Commission.

"The county got so far as you've actually seen a draft ordinance and we were ready to pull that trigger," Felling said. "But now we have a choice."

The legislation lets the county opt in to the program now, later or not at all, Felling explained. The emergency legislation took effect immediately. The county officials said staff members recommend the county wait until the state further solidifies its program and determines exactly what local communities should do if they take on the responsibility.

Reasons for the county to control its program locally include customer service to the development community, Felling said. The county would provide a unified permitting process. The county already handles permits for erosion and sediment control, Felling noted. Developers would come to the same place for stormwater permits obtained at the end of a project.

"The timeliness: There was a question about whether DEQ will be timely enough if they were running the program," Felling said. "If the county was running the program, we know that we could turn it around quickly. We wouldn't be holding up projects."

The county also could better address local issues that may arise with a project, Felling said.

"So we think that having a program is a good idea but there a number of outstanding problems with the way the state is preparing to do this," Felling said. "There's large elements of the new program that are not in place yet."

The planner said the DEQ has not set up a database needed to manage the system, the mechanism for developers to pay the state and county, nor has the agency published a stormwater handbook.

Board Vice Chairman Conrad Helsley reacted to Felling's update.

"So it sounds to me like the state isn't even ready to run this program at all," Helsley said.

Davis said the county was well poised to take on the program before the General Assembly took its action. But Davis noted he didn't want to take on the program without more clarity.

"My issue now is they've changed the rules so late in the game that I don't know how you're going to hold me accountable," Davis said.

Representatives of the development community recently said they would prefer to work with the county than the state, Davis recalled.

The director added that he didn't want ask a developer to take a certain step without firm footing on what the DEQ would require.

"I'd rather have DEQ figure out how they want it done and then we figure out a way to do it more efficiently and provide that level of customer service," Davis said.

The Water Resources Advisory Board, which also worked on the issue for years, also recommended the county let the state continue to handle stormwater management but to leave the option open for taking on the responsibility in the future.

Warren County supervisors took action in April to let the state continue to handle its stormwater management programs. The board withdrew its proposed combined Erosion and Sediment Control and Stormwater Ordinance and to maintain the current regulations.

The board's action lets the county avoid taking on a responsibility government officials in the region say would be costly and onerous.

The Northern Shenandoah Valley Regional Commission, the Center for Watershed Protection and the Environmental Finance Center assisted area governments in creating and preparing the regulations and programs. County Building Official David Beahm has said Warren County would continue to work with those agencies to develop training and outreach curriculum to assist local developers and contractors in understanding and abiding by the final regulations.

Contact staff writer Alex Bridges at 540-465-5137 ext. 125, or abridges@nvdaily.com

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Clarke County Planning Department
101 Chalmers Court, Suite B
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(540) 955-5132

TO: Board of Supervisors members

FROM: Brandon Stidham, Planning Director

RE: Revised Selection Process for Fire & EMS Director

DATE: May 14, 2014

At the May 12 worksession, the Board of Supervisors discussed the selection process for the Fire & EMS Director position. Staff had proposed the following three-step process that reflected the Board's desire to involve members in the to-be-established Fire & EMS Commission in the review of applications:

- Applications are evaluated by the Board Personnel Committee, the County Administrator, and Planning Director. A short-list of preferred candidates to be offered interviews would be developed.
- Members of the to-be-established Fire & EMS Commission would conduct initial interviews of the preferred candidates and would rank the candidates based on their performance.
- Within one week of the initial interviews, a round of final interviews would be conducted with the Board of Supervisors or the Board Personnel Committee and County Administrator.

Following the Board's discussion, Staff was directed to prepare the following two-step alternative that would include a single interview process among other changes

- Applications are evaluated by a review committee appointed by the County Administrator consisting of the County Administrator, Planning Director, and Board Liaison to the Fire & EMS Workgroup. A short-list of preferred candidates to be offered interviews would be developed.
- Candidate interviews would be conducted by a panel of six (6) reviewers including potential appointees to the Fire & EMS Commission (2), the County Administrator, the Board of Supervisors Personnel Committee (2), and the Board Liaison to the Fire & EMS Workgroup. The interview panel would then select the preferred candidate to be offered the position.

This two-step process provides a more streamlined approach and would enable interviews to be scheduled more efficiently. The process also maintains the Board's desire to include potential members of the Fire & EMS Commission in the evaluation process. If you have any questions or concerns in advance of the meeting, please do not hesitate to contact me.

Clarke County**bstidham@clarkecounty.gov**

Fw: Fire and EMS Commission composition

From : LaureWallace <LaureWallace@hughes.net>

Wed, May 14, 2014 10:05 AM

Subject : Fw: Fire and EMS Commission composition**To :** Brandon Stidham <bstidham@clarkecounty.gov>

Brandon,

I think my point was that the job to develop and implement the emergency preparedness exercise is the role of the Fire and EMS Director in coordination with the individual companies, dispatch, etc. The development of the exercise should not be the role of the commission as this is more day-to-day operational work. However, since this is a big issue for county emergency preparedness, I do think the commission should do the following:

1. Ensure that this is done by the Director
2. Help to Promote the Exercise with local businesses, etc.
3. Participate as patients or in other capacities to help the Fire and EMS Director, as needed, and to provide valuable insight on what worked and what needs improvement
4. Do a post-exercise assessment with the Director, (and fire companies as necessary). This assumes the Director will do a final report on the exercise, but I would like this to come to the commission for review and possible recommendations on future actions that might be needed.

Does this help?

Laure

----- Original Message -----

From: LaureWallace**To:** Brandon Stidham ; Braithwaite, Jay ; Buckley, Randy ; Leffel, Elizabeth ; Weiss, David ; White, Neal**Sent:** Thursday, April 24, 2014 9:27 AM**Subject:** Re: Fire and EMS Commission composition

Brandon,

I think this is a good plan. The only point I would question is not about the membership, but about the the role to "Develop, implement, promote, and participate in annual emergency preparedness exercises.: I do think that development piece of this is part of the Fire and Rescue Coordinator positions, but I do agree that promoting, participating, and EVALUATING, should be in the role of the commission.

Here are my thoughts in brief:

The role of the Commission must be:

- Develop strategic plan
- Develop performance metrics
- Provide oversight of evaluation of progress on strategic plan goals and compliance with performance metrics
- Keep a focus on the future of fire and ems services and amend the plan, as necessary to meet changing county needs, and implement creative solutions to county service/performance issues
- Provide feedback on budget process and its support of strategic goals
- Provide a venue for addressing system concerns through the lens of the strategic direction of the system.

All of this is to say - the role is at the 30,000 foot level, not the day to day operations. As such, I do not see a conflict with the Fire and Rescue Association which focuses on daily protocols, training initiatives, run reviews, and a whole host of daily operating procedures in the system, including keeping the membership informed of local, regional and state mandates and opportunities. Changes to protocols may be reviewed by the commission for alignment to the strategic plan, but I do not see the commission engaging in more daily operational practices unless they raise a concern about strategic alignment or result in system or communication disruptions. That being said, after the first year or two, and with a fully develop strategic plan, implementation goals, and performance goals, I would fully suspect the commission could meet quarterly, not monthly.

So that leads to the composition. I fully support what the staff currently recommends. It puts the emphasis on the 30,000 foot level and the future of the system. That future should be viewed through a long-term system lens, not a day-to-day company lens. Assuming that each of the volunteer chiefs would be a voting member on the commission does raise concerns that this will devolve into discussions of daily operations and I believe that would be counter-productive to the intent of the commission which is to stay at the strategic level. Also, I recognize that the volunteer chiefs are already trying to balance day jobs, full time volunteer jobs and company management duties. Assuming they continue, as I would hope they would, to lead the Fire and Rescue Association and all that that entails, including keeping company membership up to date on changing system practices, adding yet another duty will further stress an already very-stressed group of people. If the companies choose to put a chief on the board as the EMS or Fire person, because of their skill and knowledge, so be it. It will be the job of the chair to engage that knowledge base and not the company-specific interests. The bottom line - the group of people on the commission MUST be able to rise above the day-to day operations and view all issues through the strategic, non-company focused lens.

Thank you once again for the opportunity to comment,
Laure Wallace
540-535-8247

|----- Original Message -----

From: Brandon Stidham

To: Braithwaite, Jay ; Buckley, Randy ; Leffel, Elizabeth ; Wallace, Laure ; Weiss, David ; White, Neal

Sent: Thursday, April 17, 2014 11:57 AM

Subject: Fire and EMS Commission composition

Good Morning,

At their meeting on Tuesday, the Board of Supervisors discussed the establishment of the Fire and EMS Commission and is considering a different membership composition approach from the version recommended by the Workgroup. The Board would like your input on this approach -- a copy of the summary report that was provided to the Board is attached for your review. Please forward any comments that you may have on this and I will provide them to the Board at their May workshop meeting.

As always, please do not hesitate to contact me if you have any questions or concerns.

Thanks much,
~Brandon

--

Brandon Stidham
Director of Planning
Clarke County
101 Chalmers Court, Suite B
Berryville, VA 22611
(540) 955-5130



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: Implementation Items -- Fire & EMS Workgroup Recommendations

DATE: May 5, 2014

The purpose of this memo is to outline the action items recommended by Staff for the Board to take this month to further the implementation of the Fire & EMS Workgroup's recommendations. These items are discussed below by topic as presented at your previous meetings. Action items requested of the Board are noted in bold underlined text.

Hire Director Position

- Job description and advertisement. Per the Board's direction at the April 15 meeting, Staff has finalized the Fire & EMS Director job description and developed draft advertisements for the position. The advertisements will be released this week and will remain open for 30 days.
- Selection process. The Board will need to authorize a selection process for the Director position and has indicated an interest in possibly having members of the to-be-established Fire & EMS Commission involved in the selection process. To further this objective, Staff recommends that the Board consider the following three-step candidate evaluation process:
 - Applications are evaluated by the Board Personnel Committee, the County Administrator, and Planning Director. A short-list of preferred candidates to be offered interviews would be developed.
 - Members of the to-be-established Fire & EMS Commission would conduct initial interviews of the preferred candidates and would rank the candidates based on their performance.
 - Within one week of the initial interviews, a round of final interviews would be conducted with the Board of Supervisors or the Board Personnel Committee and County Administrator.

Staff recommends that the Board discuss this evaluation process at the worksession and adopt the process as presented, adopt the process with modifications, or direct Staff to formulate a different process. Staff notes that a selection process needs to be in place no later than the June 9 worksession meeting in order to begin reviewing the applications in a timely manner.

Adopt a Fire & EMS Ordinance

Attached for your review is the draft text amendment to the County Code that would establish a new Chapter 17, Department of Fire, Emergency Medical Services (EMS), and Emergency Management. The new Chapter 17 accomplishes the following functions:

- Creates a new County Department that codifies the authority and responsibilities of the County for fire, EMS and emergency management including designation of certain County staff members to fill specific roles within the new Department.
- Enumerates the role, authority, and responsibilities of the Director of Fire and EMS.
- Establishes the composition, terms, and responsibilities of the new Fire and EMS Commission.
- Also creates a County Fire and EMS Division that includes the volunteer fire and EMS organizations and related entities (Mt. Weather Emergency Operations Center) and outlines the role of the Division members and their relationship to the County Department.

This text amendment is currently under review by County Attorney Robert Mitchell. The recommendation below will apply once we have received the final version of the text amendment from Mr. Mitchell. A draft version of the text amendment is enclosed for your reference.

Staff recommends that the Board set public hearing on the text amendment at the May 20 regular meeting for the Board's June 18 evening session. In the event that the Board decides to modify the Fire & EMS Commission composition or charge, Staff can make those adjustments to the draft text amendment and provide a revised draft for the May 20 meeting.

Establish Fire & EMS Commission

- The Board deferred action on approval of the Commission charge and membership summary at the April 15 regular meeting. The Board requested Staff to seek input from the Fire & EMS Workgroup on Staff's recommended 7-member approach. Staff received one comment from Chair Laure Wallace and a copy is enclosed for your review. Staff also met with Chairman Hobert and Vice Chairman Weiss to discuss possible candidates for the Commission.

With no further concerns regarding the proposed membership composition, Staff is requesting the Board to approve the revised Commission charge and membership summary (see attached). Should the Board wish to have members of the Commission involved in the director selection process, Staff recommends that the Board appoint the Commission members at the May 20 regular meeting.

Implement a Fee for Service Program

Also attached for your review is the proposed request for proposals (RFP) to hire a consultant to aid in the evaluation and implementation of a fee for service program. This RFP is provided to

you in the County's procurement format as assembled by Mike Legge and is ready to be released.

Staff recommends that the Board, by consensus, authorize the release of the RFP at your May 12 worksession.

If you have any questions or concerns in advance of the meeting, please do not hesitate to contact me.

DRAFT – NOT APPROVED BY COUNTY ATTORNEY

DRAFT TEXT AMENDMENT – CODE OF CLARKE COUNTY

Add Department of Fire, EMS, and Emergency Management and Director of Fire & EMS

CHAPTER 17 DEPARTMENT OF FIRE, EMERGENCY MEDICAL SERVICES (EMS), AND EMERGENCY MANAGEMENT

Code of Virginia References (§18.2-414.1; §27-14 and 23.6; § 44-146.19)

§17-1 Establishment of the Department of Fire, Emergency Medical Services (EMS), and Emergency Management

A. In order to help ensure the protection of citizens, visitors, and property of Clarke County, the firefighting, emergency medical services (EMS), and emergency management services are organized under a Department of Fire, Emergency Medical Services (EMS), and Emergency Management (“the Department”). These services shall be provided by using both County-employed and volunteer company firefighters and EMS personnel. As such, the County-recognized volunteer fire-fighting and EMS entities shall be deemed an instrumentality of the County and shall receive the full benefit and protections of the law while acting in that capacity.

B. In order to effectively carry out the provisions of Subsection A of this section, the Department shall be organized to coordinate all fire, EMS, and emergency management and preparedness services within the County.

C. The Department shall be composed of the County officials and County-employed staff (“the Staff”) of the Department, and the volunteer fire and EMS companies. The volunteer fire and EMS companies are recognized as entities of the Department and are an integral part of the County’s public safety program.

§17-2 Appointment of a Director of Fire and Emergency Medical Services (EMS)

A. The County Administrator shall appoint a Director of Fire and Emergency Medical Services (EMS) (“the Director”) to carry out the responsibilities of the Department. The Director shall report to the County Administrator and the Department Staff shall report to the Director.

§17-3 Appointment of a Coordinator of Emergency Services

A. The County Administrator shall serve as the County’s Coordinator of Emergency Services. When deemed necessary by the Board of Supervisors, the responsibilities of the Emergency Services Coordinator may be delegated to the Director.

DRAFT – NOT APPROVED BY COUNTY ATTORNEY

B. The Coordinator of Emergency Services shall provide general management of the planning, preparation, and response for any disaster which impacts the County and requires implementation of the County's emergency operations plan.

§17-4 Responsibilities of the Department

A. The Department shall be responsible for coordinating and managing the services and functions as described above in §17-1 and in the sections below.

B. The Department may employ County Staff to perform a variety of functions to support fire, EMS, and emergency management services. These functions include but are not limited to firefighting, emergency medical services/EMT, volunteer recruitment/retention, grant writing, and administrative services. The Director shall manage and oversee the County-employed Staff unless otherwise designated by the County Administrator.

§17-5 Responsibilities of the Director

A. The Director shall carry out the responsibilities and general management of the Department, shall establish and enforce Departmental policies, procedures, and guidelines consistent with this Chapter for the administration and operation of the Department. The Director's specific responsibilities shall be as assigned by the County Administrator.

B. The Director shall have management oversight of the Department's County-employed Staff. Management oversight of the volunteer companies and volunteer staff shall be the responsibility of the chiefs of the individual companies and their respective governing boards.

C. The Director shall make periodic recommendations to the County Administrator and Board of Supervisors on how to effectively provide the best emergency services available based on risk management principles within the parameters established by the Board for fiscal management and emergency response service level objectives. Any recommendations proposed by the Director that will have a substantive impact on the County's emergency response system or infrastructure impacting service delivery shall be reviewed by the Fire and EMS Commission prior to presenting the recommendations to the Board of Supervisors. The results of the Commission's review shall also be provided to the Board of Supervisors.

D. If assigned by the County Administrator, the Director shall also assume the role and responsibility of the Coordinator of Emergency Services.

E. The Director shall serve as a senior officer for fire and/or EMS and shall have the authority to take command of an incident on an as-needed basis in the absence of a volunteer chief. The Director shall possess the skills, training, and certifications necessary to serve as a senior fire officer, senior EMS officer, or both.

DRAFT – NOT APPROVED BY COUNTY ATTORNEY

§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. 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.

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.

§17-7 Establishment of County Fire and EMS Division

A. Purpose. To ensure the provision of adequate and continuing fire prevention and protection services to the citizens of Clarke County and to preserve, protect, and promote the public hearing, safety, and general welfare, and in order to provide all firefighters and EMS

DRAFT – NOT APPROVED BY COUNTY ATTORNEY

personnel with the full benefit of privileges, rights, and remedies available to them under the law, the Board of Supervisors hereby establishes a Fire and EMS Division in order to mitigate the effects of accidents, disasters, and other fire/medical/rescue oriented emergency situations. Division members shall consist of volunteer organizations and other organizations and groups as specified in this section.

B. Division members – volunteer organizations. The following volunteer organizations are hereby recognized as entities of the Clarke County Department of Fire, Emergency Medical Services (EMS), and Emergency Management and are hereby permitted to provide fire and EMS services in Clarke County:

1. John H. Enders Fire Company and Rescue Squad
2. Boyce Volunteer Fire Company
3. Blue Ridge Volunteer Fire and Rescue Company 8

C. Other organizations and groups. The following organizations and groups are hereby recognized as nonjurisdictional entities that are hereby permitted to provide fire and EMS services in Clarke County:

1. Mount Weather Emergency Operations Center.

D. Response areas. Each of the organizations listed in §17-7(B) and (C) shall be assigned response areas that provide the best services to the citizens of the County. Response areas shall be determined among the volunteer companies and a written copy of the response areas shall be provided to the Director, who shall maintain the copy and make it available to the Emergency Communications Center, Commission, and the general public.

§17-8 Entities of County Fire and EMS Division responsible to the Department

A. Each of the organizations listed in §17-7(B) and (C) shall coordinate their operations and activities with the Department and shall carry out their assigned tasks to the best of their ability.

B. Each volunteer organization listed in §17-7(B) shall appoint a chief who shall be responsible for the overall direction and control of fire and EMS activities using federally-mandated NIMS protocols within the organization's respective first due response areas. Additionally, the chief shall ensure that the organization complies with all of the provisions of applicable laws, ordinances, and standard operating procedures/guidelines in coordination with the Department and shall advise and communicate the organization's operations and activities with the Director.

C. The County-employed fire and EMS Staff, when responding to calls, shall follow all applicable federal, state, and local regulations and will function under the same standards incorporating NIMS as noted in subsection B above.

DRAFT – NOT APPROVED BY COUNTY ATTORNEY

§17-9 Personnel Responsibility and Authority

- A. All officially recognized members of the organizations listed in §17-7(B) and (C) shall perform their respective duties, as outlined in the standard operating procedures/guidelines and applicable laws and ordinances, to the best of their ability.
- B. All officially recognized members of the organizations listed in §17-7(B) and (C) shall be subject any procedures and practices established by the Board of Supervisors.
- C. While performing in their official capacity, each of the members of the organizations and groups listed in in §17-7(B) and (C) shall have the authority to carry out their respective assignments as provided for in applicable laws, ordinances, and standard operating procedures/guidelines.
- D. While performing in their official capacity and acting within the guidelines of the Department, each of the members of the organizations and groups listed in in §17-7(B) and (C) shall be afforded all of the privileges, rights, and remedies available to them under the law.

§17-10 Obedience to orders of the senior officer in charge at the scene of accidents, disasters, and other fire, medical, and rescue oriented incidents

Every person present at the scene of any fire, medical, or rescue emergency shall be obedient tot the orders of the senior officer in charge in any matter related to fire/medical/rescue matters; freedom of fire and EMS company, personnel, and apparatus to perform their duties or to function properly; and the maintenance of order at or near the scene of the emergency. It shall be unlawful and a Class 4 misdemeanor for any person to disobey any such order of the senior officer in charge. The senior officer in charge shall have the authority to cause the arrest of persons who disobey such orders and to hold them in custody until the incident or danger is abated, at which time the violator shall be dealt with according to law.

**DRAFT SUMMARY -- FIRE AND EMS COMMISSION (REVISED)
MAY 12, 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 and April meetings, and Staff recommendations.

As noted in the cover memo, 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 also recommending that the Board make appointments to the Commission at the May 20 meeting in the event that they wish to have members involved in the selection process for the Director of Fire & EMS.

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 in cooperation with the Director of Fire & EMS.
- 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 and April 15 meetings:

- 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

The previous Commission summary included a list of five (5) non-voting members – the Director of Fire & EMS, the Director of the Clarke County Emergency Communications Center, the Operational Medical Director, the Town of Berryville Police Chief, and the EMS Manager. This list was intended to designate Staff members and other officials that would provide technical support to the Commission on an as-needed basis. To avoid the perception that these officials would be expected to attend all meetings and participate in discussions on an equal level with the voting members, Staff has omitted the list from the summary and from the draft County Code amendment (attached separately for your review). These officials would still be provided notice of meetings and would be invited to participate on an as-needed basis to discuss specific topics

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, then 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 the term of office.

Clarke County**bstidham@clarkecounty.gov****Re: Fire and EMS Commission composition****From :** LaureWallace <LaureWallace@hughes.net>

Thu, Apr 24, 2014 09:27 AM

Subject : Re: Fire and EMS Commission composition

✉ TO DO 🚩

To : Brandon Stidham <bstidham@clarkecounty.gov>, Jay Braithwaite <jdbraith@yahoo.com>, Randy Buckley <rbuckley73@earthlink.net>, Elizabeth Leffel <ekleffel@gmail.com>, David Weiss <amweiss@visuallink.com>, Neal White <chiefofpolice@berryvilleva.gov>

Brandon,

I think this is a good plan. The only point I would question is not about the membership, but about the the role to "Develop, implement, promote, and participate in annual emergency preparedness exercises.: I do think that development piece of this is part of the Fire and Rescue Coordinator positions, but I do agree that promoting, participating, and EVALUATING, should be in the role of the commission.

Here are my thoughts in brief:

The role of the Commission must be:

- Develop strategic plan
- Develop performance metrics
- Provide oversight of evaluation of progress on strategic plan goals and compliance with performance metrics
- Keep a focus on the future of fire and ems services and amend the plan, as necessary to meet changing county needs, and implement creative solutions to county service/performance issues
- Provide feedback on budget process and its support of strategic goals
- Provide a venue for addressing system concerns through the lens of the strategic direction of the system.

All of this is to say - the role is at the 30,000 foot level, not the day to day operations. As such, I do not see a conflict with the Fire and Rescue Association which focuses on daily protocols, training initiatives, run reviews, and a whole host of daily operating procedures in the system, including keeping the membership informed of local, regional and state mandates and opportunities. Changes to protocols may be reviewed by the commission for alignment to the strategic plan, but I do not see the commission engaging in more daily operational practices unless they raise a concern about strategic alignment or result in system or communication disruptions. That being said, after the first year or two, and with a fully develop strategic plan, implementation goals, and performance goals, I would fully suspect the commission could meet quarterly, not monthly.

So that leads to the composition. I fully support what the staff currently recommends. It puts the emphasis on the 30,000 foot level and the future of the system. That future should be viewed through a long-term system lens, not a day-to-day company lens. Assuming that each of the volunteer chiefs would be a voting member on the commission does raise concerns that this will devolve into discussions of daily operations and I believe that would be counter-productive to the intent of the commission which is to stay at the strategic level. Also, I recognize that the volunteer chiefs are already trying to balance day jobs, full time volunteer jobs and company management duties. Assuming they continue, as I would hope they would, to lead the Fire and Rescue Association and all that that entails, including keeping company membership up to date on changing system practices, adding yet another duty will further stress an already very-stressed group of people. If the companies choose to put a chief on the board as the EMS or Fire person, because of their skill and knowledge, so be it. It will be the job of the chair to engage that knowledge base and not the company-specific interests. The bottom line - the group of people on the commission MUST be able to rise above the day-to day operations and view all issues through the strategic, non-company focused lens.

Thank you once again for the opportunity to comment,
Laure Wallace
540-535-8247

----- Original Message -----

From: Brandon Stidham

To: Braithwaite, Jay ; Buckley, Randy ; Leffel, Elizabeth ; Wallace, Laure ; Weiss, David ; White, Neal

Sent: Thursday, April 17, 2014 11:57 AM

Subject: Fire and EMS Commission composition

Good Morning,

At their meeting on Tuesday, the Board of Supervisors discussed the establishment of the Fire and EMS Commission and is considering a different membership composition approach from the version recommended by the Workgroup. The Board would like your input on this approach -- a copy of the summary report that was provided to the Board is attached for your review. Please forward any comments that you may have on this and I will provide them to the Board at their May workshop meeting.

As always, please do not hesitate to contact me if you have any questions or concerns.

Thanks much,
~Brandon

--

Brandon Stidham
Director of Planning

Clarke County
101 Chalmers Court, Suite B
Berryville, VA 22611
(540) 955-5130

REQUEST FOR PROPOSALS



PROPOSAL TITLE: CONSULTING SERVICES-FEE FOR SERVICES PROGRAM

PROPOSAL NUMBER: RFP #14-0619

PROPOSAL DUE DATE: TUESDAY, JUNE 19, 2014

PROPOSAL DUE TIME: 3:00 P.M.

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I. Request for Proposals (as publicly advertised)

PUBLIC NOTICE
RFP #14-0619
CONSULTING SERVICES-FEE FOR SERVICES PROGRAM

The Clarke County Purchasing Office, on behalf of the Clarke County Government, is soliciting competitive sealed proposals from qualified vendors that are able to provide consulting services to recommend and implement a Fee for Emergency Medical Services Program in Clarke County.

Sealed proposals shall be clearly marked, "RFP 14-0619, CONSULTING SERVICES-FEE FOR SERVICES PROGRAM." Proposals must be received in the Clarke County Purchasing Office by 3:00 P.M. (local prevailing time), Tuesday, June 19, 2014, at which time they will be publicly recorded. Proposals received after this time will not be accepted.

Proposal documents are available at Clarke County Purchasing Office, 129 Ramsburg Lane, Berryville, VA 22611, 540-955-5185, by email at mlegge@clarkecounty.gov, or on-line at www.clarkecounty.gov and www.clarke.k12.va.us.

Each vendor must be an Equal Opportunity Employer as defined by Federal and State Law.

Clarke County reserves the right to reject any and all bids, to waive informalities, and to negotiate with the successful offeror(s).

Thomas J. Judge
Director of Joint Administrative Services

II. Special Terms and Conditions

A. Background and Purpose of Contract

1. Clarke County, Virginia is a rural jurisdiction located in the Northern Shenandoah Valley adjacent to Warren, Frederick, Loudoun, and Fauquier Counties in Virginia, the City of Winchester, and Jefferson County in West Virginia. The County includes two incorporated towns (Berryville and Boyce).

Based on 2010 Census figures, Clarke County has a population of 14,034 people. Approximately, 5% of the population is under five years old and twenty-two percent of the population is under eighteen years old. Approximately, 17.1 percent of the population is sixty-five years and over.

The County is approximately 178 square miles in size.

2. The County operates a combined career-volunteer fire and EMS system with County staff supplementing the volunteer company in Berryville. The volunteer system consists of three volunteer companies located in Berryville, Boyce, and the Bluemont area.

The Clarke County Emergency Communications Center receives an average of 2,200 calls per year for fire and EMS services. Of these calls, an average of 1,525 calls required ambulance response. A significant number of EMS calls are provided to several senior living centers located within the Town of Berryville.

3. An ambulance fee for service is the process of obtaining financial reimbursement for the cost of providing medically necessary ambulance transportation. Clarke County is considering implementing this program to seek reimbursement of the cost of providing these services which will help offset some of the operational expenses for providing a combination of volunteer and paid fire, rescue, and emergency services system while giving some relief to the County's General Fund and ultimately to the taxpayer.

4. The intent of this "REQUEST FOR PROPOSALS" (hereinafter known as "this document") and resulting contract is to obtain the services of a qualified firm (hereinafter known as "Vendor") to conduct a comprehensive study into how Clarke County should implement a Fee for Medical Services Program including recommendations on the billing system to be used for such a program. The County is soliciting a RFP instead of an IFB because this is a service-based contract and pricing is not the only evaluation criteria.

5. The County's objectives are to have a consultant:

- a) Determine the feasibility of the County to implement a fee for service program by reviewing the current combined career-volunteer system, the

average and projected call volumes, the recently-completed Fire & EMS Workgroup final report, and other key factors and resources;

b) Provide a customized plan for Clarke County to implement a Fee for Medical Services Program based upon the unique needs and characteristics of the County and its towns;

c) Recommend billing system alternatives and whether the respective billing system should be maintained by staff or an outsourced vendor.

d) Provide an estimate for the cost of implementing the billing system and maintaining it.

e) Provide an estimate on the amount of revenue that should be expected to be obtained by a Fee for Services Program for our County and the timing for receipt of the revenue following full implementation;

f) Determine a fee structure for different levels of support;

g) Provide recommendations on a Compassionate Billing Policy that will define procedures and dollar limits for those that may not be able to pay or lack insurance.

6. The award(s) shall be based on the vendor(s)' ability to meet all RFP requirements and the right is reserved to make the award to other than the lowest vendor/offeree, or to more than one Contractor, when deemed to be in the best interest of Clarke County.

7. All work performed under this contract shall be performed in accordance with all provisions of these specifications or plans and must be approved in writing by Clarke County or an authorized representative.

8. Any contract resulting from this solicitation shall be governed in any respects by the laws of Virginia, and any litigation with respect thereto shall be brought in the courts of the Commonwealth. The Contract shall comply with all applicable federal, state and local laws and regulations.

9. The Division intends to utilize a single firm for this project. However, the Division reserves the right to separately procure services for projects when this is deemed to be in the best interest of the Division.

B. Tentative Time Frame

| | |
|------------------------------|--|
| PROPOSAL ADVERTISED | May 19, 2014 |
| PROPOSAL SUBMISSION DUE DATE | Must be received in the Clarke County Purchasing Office by 3:00 p.m. (local prevailing time) on June 19, 2014. |
| AWARD OF CONTRACT | 3-6 weeks after proposals are received. |
| CONTRACT BEGINS | Date of PO issuance |
| CONTRACT ENDS | To be determined with selected vendor |

Please note that the above dates are simply estimated time frames; Clarke County reserves the right to change dates as deemed necessary in the best interest of its constituents.

C. Addenda

1. Addenda may occur prior to proposal opening. It is the vendor's responsibility to check the website (www.clarkecounty.gov) listing frequently to ensure that all solicitation information is complete and accurate. Upon award, this document in its entirety including any forms and addenda shall be referred to as the contract.
2. The County will attempt to notify all vendors that are known to have a complete set of Proposal Documents; however, it is ultimately the responsibility of each company to check the County website (www.clarkecounty.gov, business, current solicitations) for addendums.
3. Copies of Addenda will be made available for inspection wherever Proposal Documents are on file for that purpose.
4. No Addenda will be issued later than two (2) days prior to the date of receipt for Proposals except:
 - a) any Addendum withdrawing the Request for Proposals; or
 - b) any Addendum that includes postponement of the date of receipt for Proposals.
5. Each Contractor shall ascertain before submitting a Proposal how many Addenda, if any, were issued.
6. Each Contractor shall certify on the Response Form the number of additional addenda received.

D. Notice of Award

Any Notice of Intent to Award or Notice of Award will be posted on the Clarke County website, www.clarkecounty.gov, under business and current solicitations.

E. Reference Form, Attachment A

Each vendor must complete and submit Attachment A (Reference Form), with the names of most recent clients, preferably in Virginia, which can be verified as to the quality of service/work provided by the vendor.

F. Alternate Bids/Deviations

1. It is expected that each vendor shall enter a proposal only on the RFP as specified.
2. If an alternate proposal is being offered, descriptive information shall be attached to the proposal at the time of submission, and shall be so addressed on Attachment B.
3. If deviations are being offered, descriptive information shall be attached to the bid proposal at the time of submission, and shall be so addressed on the Attachment B.

G. Use of Subcontractors

Clarke County reserves the right to reject the Contractor's selection of Subcontractors. Contractor must supply a list of all Subcontractors and Subcontractors' references, to Clarke County with proposal documents.

H. Points of Contact

The main point of contact will be Mr. Brandon Stidham, Clarke County Planning Director. It is preferred that all questions be submitted in writing by emailing Mr. Stidham at bstidham@clarkecounty.gov and Mike Legge at mlegge@clarkecounty.gov.

Should you need to contact someone regarding this document, the following names are listed for your convenience. Please be sure to contact the person best suited to answer your questions or concerns.

| NAME | TITLE | VOICE (FAX) |
|-----------------|---|---------------------|
| Brandon Stidham | Clarke County Planning Director | 540-955-5130 |
| David Ash | Clarke County Administrator | 540-955-5191 |
| Thomas J. Judge | Director of Joint Administrative Services | 540-955-6172 (0676) |
| Mike Legge | Purchasing Manager | 540-955-5185 (0456) |
| Emily Johnson | Accounts Payable Specialist | 540-955-6171 (0676) |
| Pat Wiley | Administrative Assistant-Purchasing | 540-955-5148 (0456) |

Specific Reference to General Terms and Conditions

1. Bonds **are not required.**
2. Insurance Requirements
 - a) A **Certificate of Insurance will be required**; please refer to General Terms and Conditions for complete instructions. Please note that professional liability insurance will be required.
 - b) Be sure to instruct your insurance carrier as to how the Certificate of Insurance is to be worded.
 - c) Contractor shall be responsible for requiring any subcontractors to have the same amounts/types of insurance as the Contractor.
 - d) If you have any questions regarding these limits, please contact the Purchasing Office for clarification and discussion.
 - e) Note that the selected vendor shall furnish the County with all certificates of insurance, endorsements, declaration pages, and policies affecting coverage. The selected vendor must provide an endorsement letter that verifies that Clarke County, its officers, officials, employees, volunteers and agents (as their interest may appear)” are additionally insured.
3. Permits and Licenses
 - a) Clarke County Business License and/or a License from the Town of Berryville may be required. Please contact the Town of Berryville (540-955-1099) and the Clarke County Commissioner of the Revenue (540-955-5187) for more information.
 - b) Virginia State Contractor’s License will not be required; refer to GENERAL TERMS AND CONDITIONS for complete instructions.

c) It shall be the selected vendor's responsibility to pay for any other permits or licenses (building, town, etc.) that may be required for this project.

I. Proposal Requirements

1. One (1) original and six (6) copies of each proposal are requested. The original shall be clearly marked "ORIGINAL" on the front of the proposal.
2. Proposals shall be prepared simply and economically, providing a complete and concise description of capabilities to satisfy the requirements of the RFP. Emphasis should be placed on completeness and clarity of content.
3. Each copy of the proposal should be bound or contained in a single volume where practical. All documentation submitted with the proposal should be contained in that single volume.
4. Ownership of all data, materials, and documentation originated and prepared for the RFP shall belong exclusively to Clarke County and shall be subject to public inspection in accordance with the Virginia Freedom of Information Act. Trade secrets or proprietary information submitted by a vendor shall not be subject to public disclosure; however, the vendor must **clearly** identify the sections that are confidential or proprietary by submitting the information in a separate sealed envelope marked "Proprietary" and explain why the protection is necessary.
5. Proposals shall include the following information:
 - a) Brief summary of the firm's history and philosophy as it relates to this RFP.
 - b.) Identification and resumes of the personnel that are expected to work on the County project.
 - c.) References.
 - d.) Discuss your experience, proposed approach and methodology for conducting and completing this study.
 - e.) Detailed description of the cost to conduct the study. Please include an hourly labor rate and estimate for the number of hours needed to complete this project.
 - f.) Estimated time to complete the project.

J. Submittals

1. The following forms are provided for uniformity and must be completed and returned as part of the Proposal.

a. Attachment A - Proposal Response Form.

b. Attachment C - SCC Form.

Per § 2.2-4311.2 of the Virginia Public Procurement Act, any contractor/vendor organized as a stock or nonstock corporation, limited liability company, business trust, or limited partnership or registered as a registered limited liability partnership must be authorized to transact business in the Commonwealth of Virginia as a domestic or foreign business entity if so required by Title 13.1 or Title 50 or as otherwise required by law.

Vendors submitting a bid/proposal shall include the identification number that was issued to them by the State Corporation Commission. Any vendor that is not required to be authorized to transact business in the Commonwealth as a foreign business entity under Title 13.1 or Title 50 or as otherwise required by law shall include in its quote a statement describing why the vendor is not required to be so authorized.

2. **Also required** to be submitted with your proposal documents are:

a. A copy of your **Certificate of Insurance** showing coverage,

b. A signed copy of any **addendum** issued before proposal opening date and time,

c. Any **alternate proposals or deviations**.

d. Copies of **any required license**, (state, local, etc.) for this type of work.

3. Proposals must be submitted in a **sealed envelope or box**, clearly marked

“RFP #14-0619, Consulting Services-Fee for Services Program”, and sent to:

Clarke County Purchasing
129 Ramsburg Lane
Berryville, VA 22611

4. Proposals must be received in the Clarke County Purchasing Office by 3:00 p.m. (local prevailing time) on Tuesday, June 19, 2014 at which time they will be publicly recorded. Proposals submitted after this time will not be accepted.

K. Contract Method and Terms

1. Upon review and approval by Clarke County, a purchase order will be issued to Contractor. Receipt of purchase order by Contractor shall be considered the "Notice to Proceed" with starting date indicated.

2. The award shall be based on the contractor's ability to meet all RFP requirements and the right is reserved to make the award based on the proposal that the County feels to be in the best interest of its constituents.

L. Evaluation Criteria

1. Selection of the successful Offeror will be based upon submission of proposals meeting the selection criteria. The minimum evaluation criteria will include:

- a. Past performance and experience with projects of similar scope.
- b. Qualifications and availability of personnel to be assigned to the work.
- c. Ability of the firm to complete in a timely manner.
- d. References from past clients.
- e. Proposed approach and methodology.
- f. Price
- g. Estimated time to complete the project.

2. The Division shall evaluate the proposals and may choose to interview vendors that are deemed the most fully qualified, responsible, and suitable on the basis of the Division's evaluations. If interviews are deemed necessary, the selected vendors will be requested to make an oral presentation to County officials to explain their proposal and answer questions. Firms short-listed will be notified of the time and location for interviews.

Information gained during the interview process may be used to help choose the selected vendor.

3. Negotiations shall then be conducted; beginning with the Vendor ranked first. If a contract satisfactory and advantageous to the Division can be negotiated at a

price considered fair and reasonable, the award shall be made to that Vendor. If not, negotiations can begin with the second vendor.

III. Scope of Work

A. The selected consultant will be expected to assist the County in implementing a Fee For Medical Services Program and a billing system that will be easy to use and maintain. The selected consultant will be expected to:

- a) Provide a step by step guide on how to successfully implement a Fee for Medical Services Program;
- b) Recommend a billing system and whether the respective billing system should be maintained by staff or an outsourced vendor. The selected vendor shall provide information on how the billing system works and clearly identify the estimated equipment, materials, and labor that will be needed to implement it and maintain it.
- c) Provide an estimate for the cost of implementing the billing system and maintaining it.
- d) Provide an estimate on the amount of revenue that should be expected to be obtained by a Fee for Services Program for our County;
- e) Determine a fee structure for different levels of medical support. Determine a ground transport fee or mileage fee.
- f) Create a Compassionate Billing Policy that will define procedures and dollar limits for those that may not be able to pay or lack insurance.
- g) Recommend a plan for communicating the details of the proposed plan to the public to ensure a smooth transition into this new program.
- h) Attend a minimum of one Work Session with the Planning Director and/or the Clarke County Board of Supervisors and one additional public meeting to explain the program to members of the public and the media. The cost of attending the aforementioned meetings shall be included in proposal pricing.

B. OTHER REQUIREMENTS OF STUDIES

1. The recommended studies shall meet all legal requirements, be nondiscriminatory, and provide compliance with all pertinent federal, state, and local law.
2. The studies and respective recommendations shall be easy to administer, maintain, and defend.

3. The studies and respective recommendations shall easily accommodate organizational change and growth.
4. The studies and respective recommendations shall be based on sound principles and preferably other successfully implemented programs in other jurisdictions.
5. The studies and respective recommendations shall provide guidance to the Clarke County Planning Director and Board of Supervisors and other County officials to incorporate a new Fee for Medical Services Program and billing system.
6. The selected consultant is expected to meet with the Planning Director and Clarke County Emergency Personnel to collect information and gain a full comprehensive understanding of the project.
7. The selected vendor will provide Mr. Stidham with eight (8) final copies of the study and recommendations. The selected vendor will also provide Mr. Stidham with an electronic copy of the report in a portable document format (PDF).
8. Clarke County shall not pay for travel time to work sites, meetings, etc. Any and all fuel, transportation, postage, and delivery costs shall be paid for by the vendor.
9. The **Contractor agrees not to assign or subcontract** any of the work or obligations required under this contract **unless the Contractor first obtains the written consent of Clarke County**, which may be withheld for good cause.
10. These specifications shall not be construed as creating any contractual correlation between any Subcontractor and Clarke County.
11. Any acts and omissions of persons employed by the Contractor, including Subcontractors, shall be the full responsibility of the Contractor.

IV. Attachment A – Proposal Response Form.

Note: Sealed Proposals shall be clearly marked, “RFP 14-0619, CONSULTING SERVICES-FEE FOR SERVICES PROGRAM” and must be received in the Clarke County Purchasing Office by 3:00 P.M., Tuesday, June 19, 2014, at which time they will be publicly recorded. Proposals received after this time will not be accepted. The official time will be determined by the clock in the Purchasing Office.

This form must be completed and returned, IN TRIPLICATE, as part of your bid packet.

ESTIMATED LUMP SUM PRICE TO COMPLETE THE SCOPE OF WORK AS STATED IN THIS RFP: \$ _____

ESTIMATED NUMBER OF HOURS NEEDED TO COMPLETE THE SCOPE OF WORK AS STATED IN THIS RFP \$ _____

Please include the following on separate pages:

- Proposed Approach and Methodology
- Past performance and experience with projects of similar scope
- Qualifications and availability of personnel to be assigned to the work.

1. NAME AND ADDRESS OF FIRM/BIDDER

| | | |
|---------------------------------------|------|--------|
| SIGNATURE | | |
| BY (print name) | | |
| TITLE | DATE | |
| COMPANY NAME | | |
| STREET ADDRESS | | |
| CITY, STATE, ZIP | | |
| TELEPHONE | FAX | E-MAIL |
| SOCIAL SECURITY OR FEDERAL TAX I.D. # | | |

| | | |
|---|-----------------|-------|
| CLARKE COUNTY BUSINESS LICENSE # | | |
| VIRGINIA CONTRACTOR'S LICENSE # | EXPIRATION DATE | CLASS |
| SCC IDENTIFICATION NUMBER (IF APPLICABLE) | | |
| NAME OF INSURANCE CARRIER, BROKER OR AGENCY | | |

2. SUBCONTRACTORS

The following Subcontractors are proposed for the item(s) of work listed. Trade contractors are subject to review per the General Conditions. List only firms that will supply any labor at this site. Submit a reference form for each Subcontractor listed.

| ITEM OF WORK | SUBCONTRACTOR |
|--------------|---------------|
| | |
| | |

3. RECEIPT OF CORRESPONDENCE

The undersigned acknowledges receipt and inclusion of the following into the proposal: (If none, write "NONE".)

- A. Pre-proposal minutes _____ Dated: _____
- B. Pre-proposal minutes _____ Dated: _____
- C. Addendum No. _____ Dated: _____
- D. Addendum No. _____ Dated: _____

4. PROPOSAL PRESENTATION

- A. The Contractor having carefully examined the Proposal Documents and all other related documents, fully reviewed the existing site conditions, and having become familiar with all conditions affecting the proposed work, including the availability of labor, materials and equipment, agrees to perform all Work required by the Proposal Documents.
- B. The Contractor, if awarded a Contract, agrees to commence the work on the date(s) specified in the Notice(s) to Proceed; to carry the work forward expeditiously with adequate forces; and subject to authorized adjustments, to achieve Interim Milestones, Substantial Completion and Final Completion in accordance with the dates or periods of performance set forth in the Contract Documents.

7. CONTRACTOR'S ORGANIZATION (strike out all conditions that do not apply)

- A. An individual or sole proprietorship
- B. A partnership
- C. A joint venture
- D. A corporation organized under the laws of the State of _____

8. ATTACHMENTS

The following is a checklist of items that are to be included with the Proposal Response Form and shall be completed by the Contractor:

- A. _____ Attachment B: Reference Form
- B. _____ Attachment C: SCC Form
- C. _____ Sample Certificate of Insurance
- D. _____ A total of six copies of the proposal
- E. _____ Recognition of any addendum posted
- F. _____ Copies of any required licenses or permits

9. SIGNATURE AND SEAL

Signed and sealed this _____ day of _____, 20____

BIDDER - SIGNATURE: _____

NAME: _____

TITLE: _____

Notary Public Seal

My commission expires the _____ day of _____, 20____

END OF PROPOSAL RESPONSE FORM
BALANCE OF THIS PAGE LEFT INTENTIONALLY BLANK

ATTACHMENT B: REFERENCE FORM

This form must be completed and returned as part of your bid. Contractors shall provide the following references for four (4) most recent and similar projects.

| | |
|----------------------------------|-------|
| 1. FIRM NAME | |
| CONTACT PERSON | TITLE |
| STREET ADDRESS, CITY, STATE, ZIP | |
| TELEPHONE | FAX |
| SPECIFIC INFORMATION | |
| 2. FIRM NAME | |
| CONTACT PERSON | TITLE |
| STREET ADDRESS, CITY, STATE, ZIP | |
| TELEPHONE | FAX |
| SPECIFIC INFORMATION | |
| 3. FIRM NAME | |
| CONTACT PERSON | TITLE |
| STREET ADDRESS, CITY, STATE, ZIP | |
| TELEPHONE | FAX |
| SPECIFIC INFORMATION | |
| 4. FIRM NAME | |
| CONTACT PERSON | TITLE |
| STREET ADDRESS, CITY, STATE, ZIP | |
| TELEPHONE | FAX |
| SPECIFIC INFORMATION | |



ATTACHMENT C:
CLARKE COUNTY
DEPARTMENT OF JOINT ADMINISTRATIVE SERVICES
PURCHASING DEPARTMENT
129 Ramsburg Lane Berryville, VA 22611
Phone (540) 955-5185 Fax (540) 955-0456

Compliance with Virginia Law for Transacting Business in Virginia.

The undersigned hereby agrees, if this Bid/Proposal is accepted by Clarke County, for such services and/or items that the undersigned has met the requirements of the Virginia Code Section 2.2-4311.2

Please complete the following by checking the appropriate line that applies and providing the requested information:

A. _____ Bidder/offeror is a Virginia business entity organized and authorized to transact business in Virginia by the SCC and such bidder's/offeror's Identification Number issued to it by the SCC is _____.

B. _____ Bidder/offer is an out-of-state (foreign) business entity that is authorized to transact business in Virginia by the SCC and such bidder's/offeror's Identification Number issued to it by the SCC is _____.

C. _____ Bidder/offeror does not have an Identification Number issued to it by the SCC and such bidder/offeror is not required to be authorized to transact business in Virginia by the SCC for the following reason(s):

Please attach additional sheets of paper if you need to explain why such bidder/offeror is not required to be authorized to transact business in Virginia.

Legal Name of Company (as listed on W-9)

Legal Name of Bidder/Offeror

Date

Authorized Signature

Print or Type Name and Title

ATTACHMENT D:
COUNTY OF CLARKE GENERAL TERMS AND CONDITIONS

These General Terms and Conditions are required for all sealed and unsealed written solicitations issued by the County of Clarke. The County of Clarke includes the Clarke County Board of Supervisors and General Government, the Clarke County School Board and School System, and all other agencies, boards, and commissions under the fiscal direction of the Clarke County Board of Supervisors.

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A. **COMPETITION INTENDED:** It is Clarke County’s intent that this document permits competition. It shall be the prospective bidder’s responsibility to advise the Director of Joint Administrative Services in writing if any language requirements, specifications, etc., or any combinations thereof, inadvertently restrict or limit the requirements stated in this document to a single source. The Director of Joint Administrative Services must receive such notification not later than ten (10) calendar days prior to the date set for the bids to close.

B. **INQUIRIES:** If any prospective bidder has questions about the specifications or other solicitation documents, the prospective bidder shall contact the Director of Joint Administrative Services, no later than seven (7) days before the due date.

Any changes after the bid is advertised will be official only when submitted in writing and signed by the Director of Joint Administrative Services.

Any and all changes will be made by addendum and sent to all recorded holders of the bid documents.

All addenda issued will become part of the bid.

For a list of specific persons available to discuss this bid, see Points of Contact.

C. **INCONSISTENCY IN PROVISIONS:** In the event there are inconsistencies between the General Terms and Conditions and any other schedules contained herein, the first shall govern.

D. **COOPERATIVE PURCHASING:** It is the desire of Clarke County that all other jurisdictions be allowed to “ride the bid” and enter in to a contract with any successful Contractor chosen by Clarke County, based on mutual agreement between successful Contractor(s) and other jurisdiction(s).

If this bid is used as a cooperative IFB issued by Clarke County, the following would apply:

1. Clarke County is acting as the “Contracting Agent” for the jurisdictions concerned and shall not be held liable for any costs, damages, etc., incurred by any other jurisdiction.
2. Each jurisdiction will execute its own purchase orders with the Contractor(s) and be invoiced accordingly, in accordance with each jurisdiction’s purchasing policy and procedures.
3. For copies of other jurisdictions’ terms and conditions, Contractor must contact them.

E. **ETHICS IN PUBLIC CONTRACTING:** The provisions contained in Article 6 of the Virginia Public Procurement Act (VPPA) as set forth in the 1950 Code of Virginia, as amended, shall be applicable to all contracts solicited or entered in to by Clarke County. A copy of these provisions may be obtained from the Director of Joint Administrative Service upon request.

By submitting their bids, all bidders certify that their bids are made without collusion or fraud and that they have not offered or received any kickbacks or inducements from any other bidder, supplier, manufacturer or Subcontractor in connection with their bid, and that they have not conferred to any public employee having official responsibility for this procurement transaction any payment, loan, subscription, advance, deposit of money, services or anything of more than nominal value, present or promised, unless consideration of substantially equal or greater value was exchanged.

The provisions referenced above supplement, but do not supersede, other provisions of law including, but not limited to, the Virginia Conflict of Interest Act (§2.2-3100 et. Seq.). The provisions apply notwithstanding the fact that the conduct described may not constitute a violation of the Virginia Conflict of Interests Act. To the extent that violations of the ethical standards of conduct constitute violations of the Code of Virginia, they shall be punishable as provided therein. Such sanctions shall be in addition to the civil remedies set forth.

By entering into a contract, the bidder conveys, sells, assigns, and transfers to Clarke County, all rights, title and interest in and to all causes of the action it may now have or hereafter acquire under the anti-trust laws of the United States and the Commonwealth of Virginia, relating to the particular goods or services purchased or acquired by Clarke County, under said contract.

Consistent and continued tie bidding could cause rejection of bids by Clarke County and/or investigation for anti-trust violations.

F. **TAX-EXEMPT STATUS:** Since municipalities and school districts are exempt from all direct federal and state taxes, Clarke County is tax-exempt and will provide a tax-exempt certificate upon request.

G. **APPLICABLE LAWS AND COURTS:** This solicitation and any resulting contract shall be governed by the laws of the Commonwealth of Virginia. All Court proceedings shall be held in the Commonwealth of Virginia. The contractor shall comply with all applicable federal, state and local laws, rules, ordinances, and regulations.

- H. FIRM BID PRICING: Clarke County requires the bid price remains firm for ninety (90) days after date of the bid opening, during which period bids may not be withdrawn. "Discount from list" bids are not acceptable unless requested.
- I. TIE BIDS: The Joint Administrative Services Department and all other departments of Clarke County making purchases of services, supplies, material or equipment, shall, in making purchases of same, give preference to services, supplies, material or equipment sold by Clarke County and the State of Virginia vendors, in that order, in all cases of tie bids, quality and service being equal.
- J. ANTI-DISCRIMINATION: Every individual or firm bidding must be an Equal Opportunity Employer as defined by federal law and the Code of Virginia, Virginia Public Procurement Act as amended: "Section 2.2-4311, Employment Discrimination by Contractor Prohibited" which reads:

All public bodies shall include in every contract of more than \$10,000 the following provisions:

1. During the performance of this contract, the contractor agrees as follows:

- a. The contractor will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, age, disability, or other basis prohibited by state law relating to discrimination in employment, except where there is a bona fide occupational qualification reasonably necessary to the normal operation of the contractor. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.

- b. The contractor, in all solicitations or advertisements for employees placed by or on behalf of the contractor, will state that such contractor is an equal opportunity employer.

- c. Notices, advertisements and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient for the purpose of meeting the requirements of this section.

2. The contractor will include the provisions of the foregoing paragraphs a, b and c in every subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

K. IMMIGRATION REFORM AND CONTROL ACT OF 1986: By submitting their bids, bidders certify that they do not and will not during the performance of this contract employ illegal alien workers or otherwise violate the provisions of the Federal Immigration Reform and Control Act of 1986.

L. DEBARMENT STATUS: By submitting a bid, the bidder certifies that they are not currently debarred by the Federal Government, Commonwealth of Virginia, or by any City, Town, or County from submitting bids or proposals on contracts for the type of goods and/or services covered by this solicitation, nor are they an agent of any person or entity that is currently so debarred.

M. RESPONSE FORM PROCEDURES:

1. Response Forms must be signed and received at the Purchasing Office, before the opening hour.

2. Sealed Bids and Sealed Proposals offered by fax and or telephone will not be accepted.

3. Quotes offered by fax will be accepted; however, telephone quotes will not be accepted.

4. All Response Forms delivered in person must be delivered to the Purchasing Office.

5. In submitting a Response Form, the bidder signifies that he/she is fully informed as to the extent and character of the supplies, materials, equipment and/or services necessary to perform this project in accordance with all documents constituting the bid and will comply satisfactorily with the bid documents.

6. Further, the bidder signifies that when necessary he/she has inspected the site on which the work shall be done and is aware of all conditions affecting the execution of the work contained within the bid documents. Failure to visit the site will in no way relieve the successful bidder from performance under the contract.

7. All information required by the solicitation must be supplied to constitute a responsive bid. All information submitted including prices should be typed so as to insure legibility. However, the bidder's signature shall be handwritten in ink in order for the bid to be considered.

8. The bidder expressly warrants that the price or prices quoted herein are not the result of an agreement or understanding expressed or implied with any other bidder or bidders.

9. By submitting a Response Form, bidders certify that they are not currently debarred by Clarke County from submitting bids, proposals or quotes on contracts, nor are they an agent of any person or entity that is currently debarred by Clarke County from submitting bids, proposals or quotes.
10. Any Response Form submitted with corrections must have corrections initialed by the person who signed the original. The unit price will prevail in the event an error is made in computing totals.
11. All prices for materials are to be F.O.B. Destination, prepaid and allowed. Except as otherwise specified herein, standard commercial packaging, packing and shipping containers shall be used. All shipping containers shall be legibly marked or labeled on the outside with purchase order, commodity description, and quantity.
12. The successful bidder shall not assign, transfer, convey, sublet, or otherwise dispose of the contract or his/her right, title, or interest therein, or his/her power to execute written consent of Clarke County.
13. Bidders are encouraged to have a representative at the bid opening if information on the bids submitted is desired.
14. Bids will be opened at the advertised local prevailing time, but Clarke County officials reserve the right to take sufficient time to study the various bids and then make the awards. Bids will be awarded as promptly as possible after the closing date.
15. Unless otherwise specified, Response Forms must be submitted in triplicate and will be received at:
Clarke County Purchasing Office
129 Ramsburg Lane
Berryville VA 22611
16. Sealed Bid envelopes must be clearly marked, with the IFB number and project name, on the outside, lower left corner as follows:

Sealed Bid – Do Not Open
IFB # _____
PROJECT NAME _____
17. **Sealed Bids will be received up to the advertised time and date at the Clarke County Purchasing Office and at the appointed time will be opened publicly and read allowed. The clock on the Purchasing Office's wall will be used to log the time each bid/proposal is received.**
18. **If more than one bid opening is held the same date, bids will be opened in succession as numbered and lettered (A, B, C, etc.).**
 - a. Late bids will not be accepted. Bids received in the mail will be returned to the bidder unopened (provided properly sealed and marked as indicated above). Failure to comply with conditions set forth herein may result in removal of bid (all/part) from consideration.
 - b. All contracts, unless otherwise specifically stated, shall provide materials/commodities in new, first class condition, fresh stock, latest model, design or pack. This shall include any containers suitable for shipment, usage and/or storage unless otherwise indicated within this document. Verbal agreements to the contrary will not be recognized.
 - c. Any items or parts of any equipment listed in this solicitation which are not fully described or are omitted from such specifications and which are clearly necessary for the completion of such equipment and its appurtenance shall be considered a part of such equipment although not directly specified or called for in the specifications.
 - d. By law, Clarke County will not receive any materials, products, or chemicals that may be hazardous to an employee's health, unless accompanied by a Material Safety Data Sheet (MSDS) when products and/or chemicals are received. **MSDS must be submitted to Clarke County in triplicate.**

N. BID WITHDRAWALS

1. A bidder, for contract other than for public construction, may request withdrawal of his/her bid before award, by submitting a written request to the Director of Joint Administrative Services.
2. After bid/proposal opening, corrections shall be permitted only to the extent that the vendor can show by clear and convincing evidence that a mistake of a nonjudgmental character was made, the nature of the mistake, and the price actually intended. After the opening, no changes in prices or other provisions of bids/proposals prejudicial to the interest

of the County or fair competition shall be permitted. In lieu of bid correction, a low bidder/offeror alleging a material mistake of fact may be permitted to withdraw its bid/proposal if:

- a. the mistake is clearly evident on the face of the bid/proposal document but the intended correct bid/proposal is not similarly evident; or
 - b. the vendor submits evidence which clearly and convincingly demonstrates that a mistake was made. All decisions to permit the correction or withdrawal of bids, or to cancel awards or contracts based on bid mistakes, shall be supported by a written determination made by the Director of Joint Administrative Services.
3. If bid bonds were tendered with the bid, Clarke County may exercise its right of collection. No bid may be withdrawn under this paragraph when the result would be the awarding of the contract on another bid of the same bidder in which the ownership of the withdrawing bidders is more than five percent (5%).
 4. If a bid is withdrawn under the authority of this paragraph, the lowest qualified remaining bid shall be deemed to be the low bid.
 5. Except as otherwise provided by regulation, all decisions to permit the correction or withdrawal of bids, or to cancel awards or contracts based on bid mistakes shall be supported by a written determination made by the Director of Joint Administrative Services.
 6. No bidder who is permitted to withdraw a bid shall, for compensation, supply any material or labor or to perform any subcontract or other work agreement for the person or firm to whom the contract is awarded or otherwise benefit, directly or indirectly, from the performance of the project for which the withdrawn bid was submitted.

O. AWARD SPECIFICS

1. Clarke County reserves the right to accept, reject and/or cancel all or any part of any Response Form, and to waive minor technicalities.
2. Awards will be made to the lowest responsive and responsible bidder(s), provided services and quality are considered to be equal to (or better than) that offered by other bidders, and the right is reserved to make the award to other than the lowest bidder when it is in the best interest of Clarke County. Further, Clarke County will be the sole judge as to conditions affecting such interest.
3. Clarke County may make such reasonable investigations as deemed proper and necessary to determine the ability of the bidder to perform the work and/or furnish the item(s), and the bidder shall furnish to Clarke County all such information and data for this purpose, as may be requested.
4. Clarke County reserves the right to inspect bidder's physical facilities before award to satisfy questions regarding the bidder's capabilities.
5. Clarke County further reserves the right to reject any bid, proposal or quote if the evidence submitted by, or investigations of, such bidder fails to satisfy Clarke County, that such bidder is properly qualified to carry out the obligations of the contract and to complete the work and/or furnish the item(s) contemplated therein.
6. Clarke County reserves the right to conduct any test/inspection it may deem advisable to assure supplies and services confirm to the specification.
7. A contract shall not be assignable by the Contractor, in whole or part, without the written consent of Clarke County.
8. Unless otherwise specified, the right is reserved to make award based on all work and/or items, or on any part of work/items, whichever is in the best interest of Clarke County.
9. The right is reserved to cancel any contract and reject deliveries of any products or materials not in accordance with the specifications. All returns or exchanges will be at the Contractor's expense. Clarke County shall be the sole and final judge.
10. The Contractor shall pay all sales, consumer, use and other similar taxes for work or portions thereof provided by the Contractor which are legally enacted at the time bids are received, whether or not yet effective.
11. The right is reserved to decide when a deviation from specifications is of sufficient consequence, when measured against the purpose for which the item will be purchased, to justify including it for consideration. Clarke County shall be the sole and final judge.

12. Should the delivery of any part of an order be delayed beyond time specified, or should any portion of the products delivered fail to comply with the specifications, Clarke County shall have the right to buy at market price for immediately delivery, and any excess cost of same over the price named herein is to be paid by the Contractor or deducted from any money due him/her thereafter.
13. If delay is foreseen, the Contractor shall give thirty (30) days prior written notice to the Director of Joint Administrative Services. Clarke County has the right to extend delivery date if reasons appear, in the sole discretion of Clarke County, to be valid. The Contractor must keep Clarke County advised at all times of status of order.
14. Default in promised delivery (without accepted reasons) or failure to meet specifications, authorizes the Joint Administrative Services Department to purchase supplies, equipment or services elsewhere and charge the full increase in cost and handling to the defaulting Contractor.
15. **The Joint Administrative Services Department will permit NO SUBSTITUTIONS OR CANCELLATIONS after award without written approval.**
16. When Clarke County notifies a bidder, in writing, of its acceptance of the bidder's price(s) of any goods or services, this notification will signify the effective date of the acceptance of this contract.
17. Cancellation of a contract for any reason may result in the removal of the successful bidder's name from the mailing list for future bidding. If the cancellation is for non-performance of the contract, such cancellation may be at the successful bidder's expense.
18. All guarantees and warranties required shall be furnished by the Contractor and shall be delivered to the Purchasing Office before final payment on the contract is made. Unless otherwise stated, the manufacturer's standard warranty applies.

P. JUSTIFICATION FOR TERMINATION

1. Clarke County may terminate this contract in whole or part whenever the Director of Joint Administrative Services shall determine that such a termination is in the best interest of Clarke County.
2. Any such termination shall be effected by delivery to the Contractor at least ten (10) business days prior to the termination of a written Notice of Termination specifying the extent to which performance shall be terminated and the date upon which such termination becomes effective.
3. An equitable adjustment in the contract price shall be made for completed service, but no amount shall be allowed for anticipated profit or unperformed services.
4. If any work or service hereunder is in progress, but not completed as of the date of termination, then this contract may be extended upon written approval by Clarke County until said work or service is completed and accepted.
5. Possible reasons for termination are:
 - a. Termination for Convenience – in the event this contract is terminated or cancelled upon request and for the convenience of Clarke County, without the required ten (10) days advance written notice, then Clarke County shall negotiate reasonable termination costs, if applicable.
 - b. Termination for Cause – termination by Clarke County for cause, default or negligence on the part of the Contractor shall be excluded from the foregoing provision; termination costs, if any, shall not apply. The ten (10) days advance notice requirement is waived in the event of Termination for Cause.
 - c. Termination Due to Unavailability of Funds in Succeeding Fiscal Years – when funds are not appropriated or otherwise made available to support continuation of performance in a subsequent fiscal year, the contract shall be cancelled and the Contractor shall be reimbursed for the reasonable value of any non-recurring costs incurred but not amortized in the price of the supplies or services delivered under the contract.

Q. DRUG FREE WORKPLACE: Every individual or firm bidding must be an Equal Opportunity Employer as defined by federal law and the Code of Virginia, Virginia Public Procurement Act as amended: "Section 2.2-4312, Drug-free Workplace to be Maintained by Contractor; Required Contract Provisions" which reads:

All public bodies shall include in every contract over \$10,000 the following provisions:

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

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

R. INSURANCE REQUIREMENTS: By signing and submitting a bid or proposal under this solicitation, the bidder or offeror certifies that if awarded the contract, it will have the following insurance coverage at the time the contract is awarded. For construction contracts, if any subcontractors are involved, the subcontractor will have workers' compensation insurance in accordance with §2.2-4332 and 65.2-800 et seq. of the Code of Virginia. The bidder or offeror further certifies that the contractor and any subcontractors, at any tier, will maintain these insurance coverage during the entire term of the contract and that all insurance coverage will be provided by insurance companies authorized to sell insurance in Virginia by the Virginia State Corporation Commission.

1. Please note the below insurance requirements are guideline minimum amounts only, and, depending on the goods/services required, may be increased or decreased. **Any changes in insurance requirements will be referenced within this document, under Specific Reference to General Terms and Conditions.**
2. The successful bidder shall procure, maintain and provide proof of insurance coverage for injuries to persons and/or property damage as may arise from, or in conjunction with, the work performed on behalf of Clarke County by the bidder, his/her agents, representatives, employees or Subcontractors.
3. Actual proof of coverage as contained herein shall be submitted to Clarke County Purchasing Office within five (5) days after award has been made and before any work starts, services are provided, or goods are delivered.
4. The bidder shall maintain such coverage for the duration of the contract period for "occurrence" policies. "Claims made" policies must be in force, or that coverage purchased, for three (3) years after contract completion date.
5. The Certificate of Insurance shall be properly completed as follows:
 - a. It shall name "Clarke County, Virginia, its officers, officials, employees, volunteers and agents (as their interest may appear)" as "Certificate Holder".
 - b. It shall list "Clarke County, Virginia, its officers, officials, employees, volunteers and agents (as their interest may appear) added as an additional insured" under "Description of Operations/Locations/Vehicles/Exclusions Added by Endorsement/Special Provisions".
 - c. This provision may not apply to Professional Liability or Workers' Compensation/Employers' Liability.
6. The Certificate of Insurance shall be for a minimum of the following:
 - a. **Worker's Compensation- Statutory requirements and benefits.** Coverage is compulsory for employers of three or more employees, to include the employer. Contractors who fail to notify the County of Clarke of increases in the number of employees that change their workers' compensation requirements under the Code of Virginia during the course of the contract shall be in noncompliance with the contract.
 - b. **Employer's Liability - \$100,000**
 - c. **General Liability – per occurrence \$1,000,000.00**

This coverage shall be as broad as: Comprehensive General Liability endorsed to include Broad Form, Bodily Injury and Property Damage, Personal and Advertising Injury, and Commercial General Liability form including Products/completed Liability Operations.
 - d. **Automobile Liability – per occurrence \$1,000,000.00**

Coverage shall be sufficient to cover all vehicles owned, used or hired by the bidder, his/her agents, representatives, employees and/or Subcontractors.

e. **Product Liability** **\$1,000,000.00**

Refer to General Liability above.

f. **Professional Liability/Errors and Omissions Coverages are required when soliciting those services as follows:**

| <u>Profession/Service</u> | <u>Limits</u> |
|---|---|
| Accounting | \$1,000,000 per occurrence, \$3,000,000 aggregate |
| Architecture | \$2,000,000 per occurrence, \$6,000,000 aggregate |
| Asbestos Design, Inspection or Abatement Contractors | \$1,000,000 per occurrence, \$3,000,000 aggregate |
| Health Care Practitioner (to include Dentists, Licensed Dental Hygienists, Optometrists, Registered or Licensed Practical Nurses, Pharmacists, Physicians, Podiatrists, Chiropractors, Physical Therapists, Physical Therapist Assistants, Clinical Psychologists, Clinical Social Workers, Professional Counselors, Hospitals, or Health Maintenance Organizations.) | \$2,000,000 per occurrence, \$3,000,000 aggregate |
| **(This complies with §8.01-581.15 of the Code of Virginia) | |
| Insurance/Risk Management | \$1,000,000 per occurrence, \$3,000,000 aggregate |
| Landscape/Architecture | \$1,000,000 per occurrence, \$1,000,000 aggregate |
| Legal | \$1,000,000 per occurrence, \$5,000,000 aggregate |
| Professional Engineer | \$2,000,000 per occurrence, \$6,000,000 aggregate |
| Surveying | \$1,000,000 per occurrence, \$1,000,000 aggregate |

7. The Contractor's insurance company shall provide thirty (30) days written notice to Clarke County before any cancellation, suspension, or void of coverage, in whole or part, where such provision is reasonable.
8. **Contractor shall be responsible for making sure any/all Subcontractors each provide a Certificate of Insurance and meet all of Clarke County's insurance requirements.**
9. All deductibles or self-insured retention shall appear on the certificate(s) and shall be subject to approval by Clarke County. At the option of Clarke County, either the insurer shall reduce or eliminate such deductible or self-insured retention; or the bidder shall be required to obtain a bond guaranteeing payment of losses and related claims expenses.
10. Failure to comply with any reporting provisions of the policy(ies) shall not affect coverage provided to Clarke County, its officers/officials, agents, employees and volunteers.
11. The insurer shall agree to waive all rights of subrogation against Clarke County, its officers/officials, agents, employees and volunteers for any act, omission or condition of premises by which the parties may be held liable by reason of negligence.
12. The bidder shall furnish Clarke County with the Certificate(s) of Insurance including endorsements affecting coverage. The certificates are to be signed by a person authorized by the insurance company(ies) to bind coverage on its behalf. If executed by a broker, a notarized copy of authorization to bind or certify coverage must be attached.
13. All insurance shall be placed with insurers maintaining an **A.M. Best** rating of no less than **A**; **VII**. If **A.M. Best** rating is less than **A.VII**, approval must be received from the Director of Joint Administrative Services.

14. All coverage designated herein shall be as broad as the Insurance Services Office ((SO) forms filed for use with the Commonwealth of Virginia.

S. BOND REQUIREMENTS

1. **Any necessary bonds will be referenced within this document, under Specific Reference to General Terms and Conditions** and the requirements are outlined below.

- a. **Bid Bonds** – Each bidder shall accompany their bid with a bid bond or certified check in the amount of five percent (5%) of the amount bid. Such bond shall serve as liquidated damages and be forfeited in the event the successful bidder fails to enter into the contract.

If a bid bond is required and stated in an invitation for bid and a bidder submits a bid without a bid bond, the bidder will be considered non-responsive and shall be disqualified.

- b. **Performance and Payment Bonds** – The successful Contractor shall furnish both a performance and payment bond, each in the amount equal to one hundred percent (100%) of the contract as security for the faithful performance of this contract.

c.) One or more surety companies authorized to do business in Virginia shall execute each of the bonds and the contractor shall select the surety company. Required bonds shall be payable to the County.

3. **Any other special bonding requirements will be listed under Specific Reference to General Terms and Conditions.**

4. All bonds shall be obtained at bidder's expense and shall be included in the bid price.

T. PERMITS AND LICENSES

1. Clarke County will attempt to make reference, within this document, to any necessary permits and licenses under Special Terms and Conditions. However, the contractor is ultimately responsible for ensuring that he/she has all the required permits and licenses.

2. For convenience purposes only, the following most commonly required permits and licenses are listed with their respective contact information.

Clarke County Building Permit
Per instructions from Building Department Office
Phone 540-955-5112

Clarke County Business License
Per instructions from Commissioner of the Revenue's Office
Phone 540-955-5108

Virginia State Contractor's License
Per VA Board for Contractors Statutes Title 54.1, Chapter 11
Phone 804-367-8500

Town of Berryville Since some of the county and school property is located within the limits of the Town of Berryville, Contractor is advised to check with the Town office to see what permits and licenses might be required for those projects. The Town Office phone number is 540-955-1099.

3. **Clarke County does not waive any fees involved** in securing Clarke County (or any other) permits. Any required permits and licenses are to be obtained at bidder's or Contractor's expense and to be included in the bid price.

4. All permit/license numbers must be indicated on or attached to the Response Form of this document.

U. PAYMENTS TO CONTRACTOR

1. Contractor warrants having clear title to all materials and supplies by submission of invoice being presented for payment.
2. All submitted invoices shall reflect the contract number and/or purchase order number, a detailed itemized breakdown of all charges, and (unless otherwise specified) shall be delivered to:

Clarke County Accounts Payable
524 Westwood Road
Berryville VA 22611

(v) 540-955-6171 (f) 540-955-0676

- a. All submitted invoices shall show payer identification as follows:
- b. Individual Contractors shall provide social security number.
- c. Proprietorships, Partnerships and/or Corporations shall provide their federal employer identification number.
- d. Payment will be made thirty (30) days after receipt of proper invoice, or thirty (30) days after receipt of all goods or inspection and acceptance of work, whichever is later.
- e. Payment shall not preclude Clarke County from making a claim for adjustment on any item later found not to have been in accordance with the contract.
- f. Unreasonable Charges. Under certain emergency procurements and for most time and material purchases, final job costs cannot be accurately determined at the time orders are placed. In such cases, contractors should be put on notice that final payment in full is contingent on a determination of reasonableness with respect to all invoiced charges. Charges that appear to be unreasonable will be researched and challenged, and that portion of the invoice held in abeyance until a settlement can be reached. Upon determining that invoiced charges are not reasonable, the County of Clarke shall promptly notify the contractor as to those charges that it considers unreasonable and the basis for the determination. A contractor may not institute legal action unless a settlement cannot be reached within thirty (30) days of notification.

V. PAYMENTS TO SUBCONTRACTORS

1. Any mention of the term “subcontractor(s)” in this section shall include any and all sub-tier Contractors.
2. A Contractor awarded the contract under this solicitation is hereby obligated to:
 - a. Pay the Subcontractor(s) within seven (7) days of the Contractor’s receipt of payment from Clarke County for the proportionate share of payment received for work performed by the Subcontractor(s) under the contract or to notify Clarke County and the Subcontractor(s), in writing of the Contractor’s intention to withhold payment and the reason.
 - b. Pay the Subcontractor(s) interest at the rate of one percent (1%) per month (unless otherwise provided under the terms of the contract) on all amounts owed by the Contractor that remain unpaid seven (7) days following receipt of payment from Clarke county, except for amounts withheld as stated above.
 - c. The date of mailing of any payment by U. S. mail is deemed to be payment to the addressee.
 - d. A Contractor’s obligation to pay an interest charge to a Subcontractor may not be construed to be an obligation on the part of Clarke County.
 - e. By submitting an invoice, the contractor agrees that all subcontractors have been paid or will be paid and the Contractor shall be responsible for resolving any and all claims submitted by the subcontractors.

W. DISPUTES

1. Contractual claims, whether for money or other relief, shall be submitted in writing no later than sixty (60) calendar days after final payment; however, written notice of the Contractor's intention to file such claim shall have been given at the time of the occurrence or beginning of the work upon which the claim is based.
2. Nothing herein shall preclude a contract from requiring submission of an invoice for final payment within a certain time after completion and acceptance of the work or acceptance of the goods. Pendency of claims shall not delay payment of amount agreed due in the final payment.

X. PROTEST OF AWARD OR DECISION TO AWARD

1. Any bidder or offeror who desires to protest the award or decision to award a contract shall submit such protest, in writing, to the Director of Joint Administrative Services, no later than ten (10) calendar days after the award announcement or decision to award, whichever occurs first.
2. No protest shall lie for a claim that the selected bidder or offeror is not a responsible bidder or offeror.
3. Written protest shall include basis for the protest and relief sought.

Y. USE OF BRAND NAMES

1. Unless otherwise provided within this document, the name of a certain brand, make or manufacturer does not restrict bidders to the specific brand, make or manufacturer names; it conveys the general style, type, character, and/or quality of the article desired, and any article which Clarke county in its sole discretion determines to be the equal of that specified, considering quality, workmanship, economy of operation, and suitability for the purpose intended, shall be accepted.
2. Any catalog, brand name or manufacturer's reference used in the bid invitation is descriptive – not restrictive – it is to indicate the type and quality desired.
3. Bids on brands of like nature and quality will be considered.
4. If other than brand specified is offered, illustrations and complete description (manufacturer, brand or trade name, catalog number, etc.) must be submitted with bid. Please note that samples may be required.
5. If bidder makes no other bid and takes no exception to the specifications or reference data, the bidder will be required to furnish brand names, numbers, etc., as specified.
6. Bidders, by their signature and submission of bid, certify that any/all item(s) bid upon meet and/or exceed the specifications.

Z. PAYMENT OF CLARKE COUNTY TAXES

1. All bidders located or owning property in Clarke County shall assure that all real and personal property taxes are paid before submitting a bid.
2. Clarke County will verify payment of all real and personal property taxes by the successful bidder before the award of any contract.

AA. NOTICE OF REQUIRED DISABILITY LEGISLATION COMPLIANCE

1. Clarke County is required to comply with state and federal disability legislation: §504 of The Rehabilitation Act (RA) of 1973, The Americans with Disabilities Act (ADA) for 1990 Title II, and the Virginians with Disabilities Act (VDA) of 1990.
2. Specifically, Clarke County may not, through its contractual and/or financial arrangements, directly or indirectly, avoid compliance with Title II of the ADA, Public Law 101-336, which prohibits discrimination on the basis of disability by public entities.
3. Subtitle A protects qualified individuals with disability from services, programs, or activities of all state and local governments. It extends the prohibition of discrimination in federally assisted programs established by the RA of 1973 Section 504 to all activities of state and local governments, including those that do not receive

federal financial assistance, and incorporates specific prohibitions of discrimination on the basis of disability in Titles I, III, and V of the ADA. The VDA of 1990 follows the RA of 1973, Section 504.

BB. CONTRACT QUANTITIES

1. The quantities specified in this document are estimated only, and are given for the information of bidders and not for the purpose of bid evaluation. They do not indicate the actual quantity to be ordered, since such volume will depend upon requirements that develop during the contract period.
2. Quantities shown shall not be construed to represent any amount which Clarke County shall be obligated to purchase under the contract, or relieve the Contractor of obligation to fill all orders placed by Clarke County.
3. No bid will be considered which stipulates that Clarke County shall guarantee to order a specific quantity of any item.

CC. DEVIATIONS: If there is any deviation in any bid from that prescribed in the Scope of Services, the appropriate line in the Scope of Work/Services shall be ruled out and the substitution clearly indicated and submitted with the Bid Response Form. Clarke County reserves the right to determine the responsiveness of any deviation(s).

DD. SAFETY

1. All Contractors and Subcontractors performing services for Clarke County are required to and shall comply with all Occupational Safety and Health Administration (OSHA), state and county Safety and Occupational Health Standards and any other applicable rules and regulations.
2. Also, all Contractors and Subcontractors shall be held responsible for the safety of their employees and any unsafe acts or conditions that may cause injury or damage to any persons or property within and around the work site area under this contract.

EE. HOLD HARMLESS CLAUSE: Bidders shall provide that, during the term of this contract, including any warranty period, for the firm indemnifying, defending and holding harmless of Clarke County, its officials, employees, agents, representatives thereof, from all suits, actions or claims of any kind, including attorney's fees, brought on account of any personal injuries, damages or violations of rights, sustained by any person or property in consequence of any neglect in safeguarding contract work or on account of any act or omission by the Contractor or Contractor's employees, or from any claims or amounts arising from violation of any law, bylaw, ordinance, regulation or decree. The bidder also agrees that this clause shall include claims involving infringement of patent or copyright.

FF. REFERENCES: All bidders shall include with their Response Form a list of current references for whom comparable work has been performed or to whom comparable goods have been provided. A separate attachment has been provided and must be completed entirely and returned with the bid. Failure to include Reference Form may be ample cause for rejection of bid as non-responsive.

GG. FEDERAL/STATE LAWS AND COUNTY ORDINANCES: Any and all Federal and Commonwealth of Virginia Laws and County Ordinances that are not referenced or stated in the County's General Terms and Conditions shall apply to all contracts/orders.

HH. ANTITRUST: By entering into a contract, the contractor conveys, sells, assigns, and transfers to the County of Clarke all rights, title and interest in and to all causes of action it may now have or hereafter acquire under the antitrust laws of the United States and the Commonwealth of Virginia, relating to the particular goods or services purchases or acquired by the County of Clarke under said contract.

II. DEFAULT: In case of failure to deliver goods or services in accordance with the contract terms and conditions, the County of Clarke, after due oral or written notice, may procure them from other sources and hold the contractor responsible for any resulting additional purchase and administrative costs. This remedy shall be in addition to any other remedies that the County may have.

JJ. TYPES OF CONTRACT CLAUSES THAT THE COUNTY SHALL ATTEMPT TO REMOVE FROM VENDOR CONTRACTS. Some, but not all, examples of clauses that may delay or stop a contract from being signed are shown below:

- a. The County shall attempt to remove late fee clauses.
- b. The County shall attempt to remove one-time fee clauses, such as administrative, restocking, and documentation fees.

- c. The County shall attempt to remove clauses involving the adjustment of payments due on a fixed-price contract (without prior County approval).
- d. The County shall attempt to remove clauses that provide the vendor with an automatic renewal of a contract unless County notification is provided within a particular time frame.
- e. The County shall attempt to remove clauses where the County is asked to reimburse a vendor for its expenses to refurbish equipment or materials that have been leased by the County to ensure that the vendor can resell or release the item.
- f. The County shall attempt to remove clauses where the County is asked to provide a security deposit.
- g. The County shall attempt to remove any clauses that disclaim warranties.
- h. The County shall attempt to remove any clauses that put time constraints on the County's right to file legal action.
- i. The County shall attempt to remove indemnity clauses from all contracts. If the complete removal of an indemnity clause can not be agreed upon, the County shall ensure that the maximum amount of liability is satisfactory. The County also may attempt to include its own indemnity clause in which the County's maximum amount of liability is clearly stated.
- j. The Clarke County Treasurer must approve any contract that allows a vendor to directly debit/charge the County's bank account.
- k. All Court proceedings shall be held in the Commonwealth of Virginia.

When a specific contract clause can not be agreed upon, the County reserves the right to end negotiations with the respective vendor and begin negotiations with another vendor.

KK. SEVERABILITY OF CONTRACT: In the event that any provision shall be adjudged or decreed to be invalid, such ruling shall not invalidate the entire Agreement but shall pertain only to the provision in question and the remaining provisions shall continue to be valid, binding and in full force and effect.

LL. The County reserves the right to waive or amend any of its General Terms and Conditions if the Purchasing Agent and/or Joint Administrative Board deem it to be in the best interest of the County.

END OF GENERAL TERMS AND CONDITIONS
BALANCE OF THIS PAGE INTENTIONALLY LEFT BLANK

**COST ESTIMATE
FEASIBILITY STUDY
RENOVATIONS to CLARKE COUNTY SHERIFF'S OFFICE
100 N. CHURCH STREET
BERRYVILLE, VA**

rev 3/17/2014



| Surface/Feature | Architectural Cost Estimate | M/E Cost Estimate | Civil Cost Estimate | Subcontractor GC Mark Up | Total Cost Estimate | Remarks | |
|-----------------|---|-------------------|---------------------|--------------------------|---------------------|--|---|
| C1 | Completion of HVAC system and boiler repairs | 4,500 | 45,500 | 17,025 | 67,025 | Does not include M2 Interview Room, or Project 3 ADA upgrades, includes demo of existing radiators and repairs to flooring | |
| C2 | Replacement of both exterior doors | 8,000 | | 8,000 | 14,000 | Exterior painting included in M5, includes frames and trim, some rework of masonry openings | |
| C3 | Completion of drop ceiling and new lighting fixtures | 8,350 | 12,200 | 9,923 | 30,473 | Does not include M2 Interview Room | |
| C3A | Repairs to existing plaster ceilings and installation of new pendant-mounted light fixtures; include painting of ceilings only | 12,166 | 17,595 | 14,403 | 44,163 | | |
| C4 | Completion of electrical and IT service upgrades / generation of entire building | | 14,250 | 4,275 | 18,525 | | |
| C4A | Remove existing HVAC unit in IT space, install new HVAC unit in Kitchen in new closet with new door and frame, and install new mini-split in IT space; construct new fire-rated wall and fire-rated door and frame for a portion of the IT Room wall, install fire-stopping | 5,650 | 10,000 | 7,238 | 22,888 | | |
| C5 | Replace sewer line from building | | | 25,000 | 0 | 25,000 | Uses industry standard 5' from building face demarcation between plumber and site utility contractor; interior work included in Project 2 and Project 3 below |
| C6 | Remove Mop Sink and install in existing Rest Room | 1,500 | 7,775 | 3,458 | 12,733 | Includes repairs to finishes, incl new drinking fountain and water heater | |
| C7 | Cut hole in existing masonry wall below stairs and install new framing and finish, repair base and floor finish | 4,071 | | 3,053 | 7,124 | | |
| | SUBTOTAL CONTRACTOR ITEMS | | | | 204,333 | NOTE: Does not include line C3 | |
| | Contingency (20%) | | | 40,867 | 245,200 | SAY \$250,000 | |
| M1 | Remove wall and plumbing fixtures in Investigator's Wing | 1,950 | 1,250 | 1,838 | 5,038 | New Carpet is in M8 below, new Acoustic ceiling in C3 above | |
| M2 | Build up interview room downstairs, floor has issues and remove side door | 3,700 | 5,700 | 4,785 | 15,185 | New paint in M5 below | |
| M3 | Build wall to create Chief Deputy Office | 5,580 | 1,250 | 4,635 | 11,565 | New paint in M5 below | |
| M4 | Repair banister | 1,500 | | 1,125 | 2,625 | Assumes just repairs, no change in height, no major reconstruction | |
| M5 | Paint complete interior and exterior | 16,400 | | 12,300 | 28,700 | Furniture and equipment relocation by others, no work in Dispatch, includes minor carpentry repairs to front porch, no repairs to comice | |
| M6 | Seal exterior from water penetration to masonry | 8,100 | | 6,075 | 14,175 | Includes small amount of masonry repair work, includes lift rental | |
| M7 | Complete the refinishing of wood flooring downstairs | 4,890 | | 3,668 | 8,558 | Furniture and equipment relocation by others, removal of radiators and subfloor repairs in C1 above | |
| M8 | Replace and install carpet in Investigator's Wing | 6,900 | | 5,175 | 12,075 | | |
| M9 | Storage closet beside elevator | | | 0 | 0 | repairs in C1 above | |
| M10 | Remove pass thru window in Lobby | 750 | | 563 | 1,313 | Omitted due to design revision | |
| M11 | Remove hallway door into Sheriff Roper's Office | 1,200 | | 900 | 2,100 | Assumes existing base remains in place and new base ties into ends of existing | |
| M12 | Storm windows or replacement windows | 26,400 | | 19,800 | 46,200 | includes lift rental | |
| | SUBTOTAL MAINTENANCE ITEMS | | | | 147,533 | | |
| | Contingency (20%) | | | 29,507 | 177,039 | SAY \$180,000 | |
| P1 | Demo holding cells area and create two locker rooms with shower/sink/toilet OR | 25,035 | 18,000 | 24,176 | 67,211 | Either P1 or P3 need to be completed to have interior portion of sewer work completed and run to the 5' demarcation point | |
| P2 | Complete removal of Jail Wing | | | 0 | 0 | | |
| P3 | ADA Upgrades | 12,470 | 20,500 | 15,503 | 48,473 | | |

Sheriff's Office Renovations Worksheet

| <i>Renovation of Sheriff's Office Surface/Feature</i> | <i>Total Cost Estimate</i> | <i>Possible Savings</i> | <i>Remarks</i> |
|---|----------------------------|-------------------------|--|
| C1 Completion of HVAC system & boiler repairs | 67,025 | | Does not include M2 interview room, or project 3 ADA upgrades, includes demo of exis radiators and repairs to flooring Exterior painting included in M5, includes frames and trim, some rework of masonry openings. Does not include M2 interview room |
| C2 Replacement of both exterior doors | 14,000 | | |
| C3 Completion of drop ceiling and new light fixtures | 30,473 | (13,691.00) | Savings if drop ceiling instead of plaster |
| Repairs to existing plaster ceilings and installation of new pendant-mounted light fixtures; include painting of ceilings C3A only | 44,164 | | |
| Completion of electrical and IT services upgrades/generation of entire building | 18,525 | | |
| C4 Remove existing HVAC unit in IT space, install new HVAC unit in Kitchen in new closet with new door and frame, and install new mini-split in IT space; construct new fire-rated wall and fire-rated door and frame for a portion of the IT C4A Room all, install fire-stopping | 22,888 | | No heat in unit if not cahnged; electric basboard would be the only heat in dispatch after boiler removal and is not economical |
| C5 Replace sewer line from building | 25,000 | | Uses industry standard 5' from building face demarcation between plumber and site utility contractor, inerior work included in Project 2 and Project 3 below included repairs to finishes, incl new drinking fountain and water heater |
| C6 Remove Mop sink and install existing Rest Room Cut hole in existing masonry wall below stairs and install | 12,733 0 | | |
| C7 new framing and finish, repair base and floor finish | 7,124 | | |
| SUBTOTAL CONTRACTOR ITEMS | 211,459 | | NOTE: Does not include line C3 |
| Contingency (20%) | 253,751 | | SAY \$250,000 |
| M1 Remove wall and plumbing fixtures in Investigator's Wing | 5,038 | (5,038.00) | Completed by staff |
| Build up interview room downstairs, floor has issues and | 0 | | |
| M2 remove side door | 15,185 | (14,000.00) | Leave door install interior wall and paint. New paint in M5 below |
| M3 Build wall to create Chief Deputy Office | 11,565 | (11,585.00) | No wall to be installed |

Sheriff's Office Renovations Worksheet

| <i>Renovation of Sheriff's Office Surface/Feature</i> | <i>Total Cost Estimate</i> | <i>Possible Savings</i> | <i>Remarks</i> |
|--|----------------------------|-------------------------|---|
| M4 Repair Banister | 2,625 | | no major reconstruction. Furnite and equipment relocation by others, no work in Dispatch, includes minor carpentry repairs to front porch, no repairs to cornice. |
| M5 Paint complete interior and exterior | 28,700 | | |
| M6 Seal exterior from water penetration to masonry | 14,175 | | Includes small amount of masonry repair work, includes life rental. |
| M7 Complete the refinishing of wood flooring downstairs | 8,558 | | Furniture and equipment relocation by others, new floor finish in Interview in M2 above, radiator removal and floor repairs in C1 above. |
| M8 Replace and install carpet In Investigtor's Wing | 12,075 | | Furniture and equipment relocation by others, removal of radiators and subfloor repairs in C1 above. |
| M9 Storage closet beside elevator | 0 | | Omitted due to design revisio0n |
| M10 Remove pass thru window in lobby | 1,313 | (1,313.00) | Completed by staff |
| M11 Remove hallway door in Sheriff Roper's Office | 2,100 | (2,100.00) | Secure door permanant by staff Assumes existing base remains in place and new base ties into ends of existing |
| M12 Storm windows or replacement windows | 46,200 | (30,000.00) | Install interior windows by staff includes small amount of masonry Includes life rental |
| SUBTOTAL MAINTENACE ITEMS | 147,534 | | |
| Contingency (20%) | 177,041 | | SAY \$180,001 Either P1 or P3 need to be completed to have interior portion of sewer work completed and run to the 5' demarcation point |
| Demo holding cells area and create two locker rooms with | | | |
| P1 Shower/sink/ toilet Or | 67,211 | | |
| P2 Complete removal of Jail Wing | 0 | | |
| P3 ADA upgrades | 48,473 | | Connected to C5 |

OCCUPANCY AGREEMENT

CLARKE COUNTY TRANSPORTATION AND PURCHASING FACILITY

CLARKE COUNTY MAINTENANCE FACILITY

This agreement is made and entered into as per the date of execution by both the Clarke County Board of Supervisors, hereafter referred to as the County, and the Clarke County School Board, hereafter referred to as the Division, as per the authority granted to the County Administrator and Superintendent of Schools, respectively by their governing bodies.

The County and the Division agree to jointly occupy and operate from facilities to be known as the Clarke County Transportation and Purchasing Facility, located at 129 Ramsburg Lane, Berryville, VA 22611 and the Clarke County Maintenance Facility, located at 240 Westwood Road, Berryville, VA 22611 (i.e., the old Clarke County High School Vocational Education building, to include the existing greenhouse and fenced areas therein).

1. This agreement is valid from the date of execution by both parties. Modification of the terms and conditions of this agreement must be agreed to in writing and approved in advance by their respective governing bodies. Termination of this agreement shall require notice of one year and shall be concurrent with the end of a fiscal year.
2. The County agrees to maintain a Transportation and Purchasing facility consisting of approximately 9,000 square feet and adjacent fenced parking. The County will own the building and retain title to the land and improvements. The Division agrees to maintain a Maintenance Facility consisting of approximately 8,800 square feet (7,550 SF building and 1,250 SF greenhouse) and adjacent parking. The Division will own the building and retain title to the land and improvements. All property situated to the north, east and west of the north side of the Maintenance Facility shall be reserved for student use.
3. Each party shall respectively maintain the exterior of the building, grounds, and all areas within the building.
4. Each party shall respectively be responsible for installation, repair, maintenance, modification and operation of the building structure and all common infrastructure, utilities, and services, including third-party vending machines and the revenue that results therein.

Clarke County Maintenance Facility Occupancy Agreement
Clarke County Transportation and Purchasing Facility Occupancy Agreement
Approved (04/28/14) by Clarke County School Board and (date) by Clarke County Board of Supervisors

5. Each party shall respectively designate a building administrator who will make routine inspections for the purpose of ensuring proper maintenance, repair and operation of the structure, infrastructure, utilities, and services. The inspection will be made on or about the first working day of each quarter. The building administrator shall prepare a report on the building conditions and operations annually and provide a copy of the report to the County Administrator and the Division Superintendent.

Designated Building Administrators are:

- Clarke County Transportation And Purchasing Facility – Purchasing Manager
 - Clarke County Maintenance Facility – Director of Joint Maintenance
6. Each party shall respectively maintain insurance on the building and such other insurance the County and Division shall deem necessary to protect the County and Division against loss or liability.
 7. Each party shall respectively assign space within the building and upon the adjacent parking area to the various occupants for their exclusive or shared use. Exclusive use shall not be construed to prohibit additional service or use agreements as the occupants may enter into. Lunchroom/kitchen facilities, where available, shall be available to all employees throughout the day. Meeting rooms, where available, shall be scheduled using a common sign in sheet on a first-come first served basis.
 8. Each party shall respectively provide a dumpster for the disposal of routine waste arising from the use of the facility. This container is not to be used for oil, oil filters, hazardous or bulky materials or waste. The designated building administrator will monitor the disposal of project based waste.
 9. Occupants mutually agree they shall individually pay for all repairs, services and utilities for which an individual cost, responsibility, or use can be determined.
 10. Occupants mutually agree they shall not permit other entities or individuals to use the facility for private or commercial use or gain. This shall not prohibit the use of the facility by private contractors or vendors who are providing goods or services to one or more occupants.
 11. Occupants mutually agree they shall place no debris, rubbish, trash or other waste or storage around the exterior of the building or on the parking area. Given that Singhas

Clarke County Maintenance Facility Occupancy Agreement
Clarke County Transportation and Purchasing Facility Occupancy Agreement
Approved (04/28/14) by Clarke County School Board and (date) by Clarke County Board of Supervisors

Field is situated adjacent to the Maintenance Facility, the facility, its parking lots and public spaces shall be kept neat and orderly at all times.

12. Occupants mutually agree they shall immediately remove, at their own expense, any debris, rubbish, trash or other waste arising from their activities, other than routine waste disposed of in the container provided for in Section Eight (8).
13. Occupants mutually agree they shall not allow unlicensed or unserviceable vehicles to be stored on site except those vehicles impounded or stored upon action of the Sheriff or awaiting repair or surplus disposal.
14. Occupants mutually agree they shall not keep, feed, or otherwise allow pets of any nature in or around the building or grounds.
15. Occupants mutually agree they shall not store any explosive, flammable or other hazardous material in the building or on the parking area unless stored in accordance with USBC and /or other pertinent regulatory requirements. No waste or other materials shall be stored outside the facility unless required by USBC and/or other pertinent regulatory requirements. Smoking is allowed only in designated areas at the Transportation and Purchasing Facility; smoking is NOT allowed at the Maintenance Facility.
16. Occupants mutually agree they shall permit no fires for disposal of debris, rubbish, trash or other waste at the facility. Cooking is permitted outside of the facility in approved devices only for employer related and sponsored events (e.g., end of the year recognition, school bus rodeo, auction, etc.).
17. Occupants mutually agree they shall not be responsible or liable for damages or injury occurring as a result of the activities of any other occupant.
18. As consideration for use of the facilities, the each party agrees to pay for 50% of the cost of all shared utilities and contracted services provided to the facility. This provision shall be reviewed annually to ensure that apportionment of costs is fairly assigned in accordance with use. Neither party shall impose additional charges or fees as rent or lease payments to the other party.
19. Each party agrees to maintain insurance as they deem necessary and to provide such other insurance to protect the County and the Division against loss or liability arising from the County or Division's occupancy or operation within their respective facilities; said insurance shall be based upon the recommendations of the Virginia Association of Counties Group Self Insurance Risk Pool (VACORP).

- 20. Occupants mutually agree not to install or operate any devices or equipment that exceeds the capacity of the building structure, infrastructure, or services without express written consent from the designated building administrator.
- 21. Occupants mutually agree not to install or attach devices or equipment to the exterior of the building or erect any device or equipment on the parking area without express written consent from the designated building administrator.
- 22. Occupants mutually agree not to modify or alter the building structure or any utility or service without express written consent from the designated building administrator.
- 23. Occupants mutually agree to permit reasonable access to the building administrator for routine inspections for the purpose of ensuring proper maintenance and repair of the structure, infrastructure, utilities, and services.
- 24. Acceptance of this agreement nullifies and causes to be void all previously signed and executed agreements related to the aforementioned facilities.

IN WITNESS THEREOF, THE PARTIES HERETO HAVE EXECUTED THIS AGREEMENT.

By: Michael F. Murphy Date: 04/28/14
 Clarke County Public Schools

By: _____ Date: _____
 County of Clarke

MEMORANDUM

TO: Board of Supervisors
FR: Thomas Judge, Director of Joint Administrative Services
DT: May 12, 2014
RE *May Finance Committee*

1. **VRS Resolution for Government Rate.** Approval of the attached resolution is recommended.
2. **VRS Resolution acknowledging School Rate.** Approval of this resolution, which was not available at the Finance Committee meeting, is recommended based on 5/27 action of the School Board.
3. **FY 14 Budget Update.** We have worked with General District Court, Maintenance, and Sheriff to ensure that budget authority is adequate as the fiscal year comes to a close.
4. **Acceptance of April Bills and Claims.** *Acceptance of Bills and Claims is recommended.*
5. **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.



May 2, 2014

CLARKE COUNTY – 55121

Language in the 2013 Appropriations Act, Item 468(H), allowed localities to make an election regarding their employer contribution rate every biennium. You have the opportunity again this year to select which employer contribution rate your locality will pay, beginning July 1, 2014.

Included with this letter is the employer contribution resolution your local governing body will need to pass and then send in to communicate to VRS their election decision.

Employer Retirement Contribution Rate Election

By no later than July 1, 2014, your local governing body must approve one of the following employer contribution rate options for the defined benefit retirement plan in the biennium beginning July 1, 2014:

- 10.86% – the rate certified by the VRS Board of Trustees for the FY 2015-2016 biennium; or
- 8.80% – the alternate rate, which is the higher of the rate certified by the VRS Board for FY 2012 or 80 percent of the VRS Board-certified rate for FY 2015-2016.

Considerations in Electing Your Contribution Rate

The intent of the language in the 2013 Appropriation Act, Item 468(H) was to offer localities and schools some budget relief for the coming fiscal year with respect to the amount of their retirement contributions. However, this does not change the Board-certified rate or the recommended employer contribution rate. Therefore, if you are considering using the Alternate Rate, please be aware that doing so will:

- Reduce contributions to your employer account and the investment earnings they would have generated, which will mean there will be fewer assets available for benefits.

- Result in a lower funded ratio when the next Actuarial Valuation is performed and, thus, a higher calculated contribution rate at that time.
- Require that you include the Net Pension Obligation (NPO) under the Governmental Accounting Standards Board (GASB) Standards in your financial statements.

Deadline for Resolutions

VRS must receive your formal signed resolution for the employer retirement contribution rate election **by no later than July 10, 2014**. Please send all resolutions to Ms. ZaeAnne Sferra, Employer Coverage Coordinator at P.O. Box 2500, Richmond, VA 23218-2500.

If you have any questions about the information in this packet, please contact Ms. ZaeAnne Sferra, Employer Coverage Coordinator, at zsferra@varetire.org or (804) 775-3514.

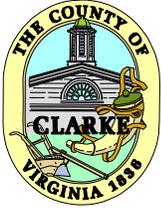
Best regards.

Sincerely,



Robert P. Schultze
Director

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

Employer Contribution Rates for Counties, Cities, Towns, School Divisions and Other Political Subdivisions (In accordance with the 2014 Appropriation Act Item 468(H)) Resolution 2014-09R

BE IT RESOLVED, that the County of Clarke 55121 does hereby acknowledge that its contribution rates effective July 1, 2014 shall be based on the higher of a) the contribution rate in effect for FY 2014, or b) eighty percent of the results of the June 30, 2013 actuarial valuation of assets and liabilities as approved by the Virginia Retirement System Board of Trustees for the 2014-16 biennium (the "Alternate Rate") provided that, at its option, the contribution rate may be based on the employer contribution rates certified by the Virginia Retirement System Board of Trustees pursuant to Virginia Code § 51.1-145(I) resulting from the June 30, 2013 actuarial value of assets and liabilities (the "Certified Rate"); and

BE IT ALSO RESOLVED, that the County of Clarke 55121 does hereby certify to the Virginia Retirement System Board of Trustees that it elects to pay the following contribution rate effective July 1, 2014:

(Check only one box)

x The Certified Rate of 10.86% The Alternate Rate of _____%; and

BE IT ALSO RESOLVED, that the County of Clarke 55121 does hereby certify to the Virginia Retirement System Board of Trustees that it has reviewed and understands the information provided by the Virginia Retirement System outlining the potential future fiscal implications of any election made under the provisions of this resolution; and

NOW, THEREFORE, the officers of County of Clarke 55121 are hereby authorized and directed in the name of the County of Clarke 55121 to carry out the provisions of this resolution, and said officers of County of Clarke 55121 are authorized and directed to pay over to the Treasurer of Virginia from time to time such sums as are due to be paid by the County of Clarke 55121 for this purpose.

J. Michael Hobert, Chair Board of Supervisors

CERTIFICATE

I, David L. Ash, Clerk of the County of Clarke 55121, certify that the foregoing is a true and correct copy of a resolution passed at a lawfully organized meeting of the County of Clarke 55121 held at Berryville, Virginia at 1:00 o'clock pm on May 20, 2014. Given under my hand and seal of the County of Clarke 55121 this _____ day of _____, 2014.

David L. Ash, Clerk of the Board of Supervisors

www.clarkecounty.gov

101 Chalmers Court, Suite B
Berryville, VA 22611

Telephone: [540] 955-5175

This institution is an equal opportunity provider and employer.

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

Local Governing Body Concurrence with School Division Electing to Pay the VRS Board-Certified Rate Resolution 2014-10R

BE IT RESOLVED, that the County of Clarke (55121) does hereby acknowledge that the Clarke County Public Schools has made the election for its contribution rate to be based on the employer contribution rates certified by the Virginia Retirement System Board of Trustees pursuant to Virginia Code § 51.1-145(l) resulting from the June 30, 2013 actuarial value of assets and liabilities (the “Certified Rate”); and

BE IT ALSO RESOLVED, that the County of Clarke (55121) does hereby certify to the Virginia Retirement System Board of Trustees that it concurs with the election of the Clarke County Public Schools to pay the Certified Rate, as required by Item 468(H) of the 2014 Appropriation Act; and

NOW, THEREFORE, the officers of the County of Clarke (55121) are hereby authorized and directed in the name of the County of Clarke to execute any required contract to carry out the provisions of this resolution. In execution of any such contract which may be required, the seal of the County of Clarke, as appropriate, shall be affixed and attested by the Clerk.

J. Michael Hobert, Chair Board of Supervisors

CERTIFICATE

I, David L. Ash, Clerk of the County of Clarke 55121 Board of Supervisors, certify that the foregoing is a true and correct copy of a resolution passed by the County of Clarke and ratified by the County of Clarke a lawfully organized meeting of the County of Clarke 55121 Board of Supervisors held at Berryville, Virginia at 1:00 o'clock pm on May 20, 2014. Given under my hand and seal of the County of Clarke 55121 this _____ day of _____, 2014.

David L. Ash, Clerk of the Board of Supervisors

CLARKE COUNTY
 APRIL VENDOR PAYMENTS
 Executed By: gilleya

PAGE: 1
 TIME: 13:41:49
 DATE: 05/05/2014

| 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 | | | | | | |
| 5 | APRIL | 1651188 | HEARING ADS | 5760 | 04/15/2014 \$ | 743.60 |
| 1 | APRIL | 1679471-03/2014 | PUBLIC HEARING NOTICE | 5760 | 04/15/2014 \$ | 316.50 |
| Total for 100-000-11010-3600 | | | | | | \$ 1,060.10 |
| 100-000-11010-5230 TELECOMMUNICATIONS | | | | | | |
| VENDOR: TREASURER OF VIRGINIA | | | | | | |
| 4 | APRIL | T271016 | FEBRUARY 2014 | 5701 | 04/15/2014 \$ | 3.33 |
| 100-000-11010-5800 MISCELLANEOUS CHARGES | | | | | | |
| VENDOR: SPONSSELLER'S FLOWER SHOP | | | | | | |
| 1 | APRIL | 3229 | FLOWERS | 5747 | 04/15/2014 \$ | 43.00 |
| 1 | APRIL | 3231 | FLOWERS | 5747 | 04/15/2014 \$ | 43.00 |
| Total for 100-000-11010-5800 | | | | | | \$ 86.00 |
| 100-000-11010-5810 DUES,SUBSCRIPTIONS & MEMBERSHIPS | | | | | | |
| VENDOR: NORTHERN VIRGINIA DAILY | | | | | | |
| 1 | APRIL | SUBSCRIPTION | SUBSCRIPTION 52 WEEKS | 79645 | 04/30/2014 \$ | 98.80 |
| VENDOR: WINCHESTER STAR | | | | | | |
| 1 | APRIL | 88079 | 12 MONTH SUBSCRIPTION | 79681 | 04/30/2014 \$ | 105.00 |
| Total for 100-000-11010-5810 | | | | | | \$ 203.80 |
| 100-000-12110-5230 TELECOMMUNICATIONS | | | | | | |
| VENDOR: AT&T MOBILITY | | | | | | |
| 1 | APRIL | X04012014 | GOVT ADMIN | 79517 | 04/15/2014 \$ | 47.30 |
| VENDOR: TREASURER OF VIRGINIA | | | | | | |
| 11 | APRIL | T271016 | FEBRUARY 2014 | 5701 | 04/15/2014 \$ | 7.08 |
| VENDOR: VERIZON | | | | | | |
| 1 | APRIL | 0000272688954Y | MAR 26 - APR 25 | 79591 | 04/15/2014 \$ | 9.06 |
| Total for 100-000-12110-5230 | | | | | | \$ 63.44 |
| 100-000-12110-6008 VEHICLE AND EQUIPMENT FUEL | | | | | | |
| VENDOR: MANSFIELD OIL COMPANY | | | | | | |
| 4 | APRIL | SQLCD/00076667 | FUEL 03/16 - 03/31 | 5726 | 04/15/2014 \$ | 49.90 |
| 3 | APRIL | SQLCD/00077755 | 04/01 - 04/15 | 5796 | 04/30/2014 \$ | 34.47 |
| Total for 100-000-12110-6008 | | | | | | \$ 84.37 |
| 100-000-12210-3100 PROFESSIONAL SERVICES | | | | | | |
| VENDOR: HALL, MONAHAN, ENGLE, MAHAN & MITCHELL | | | | | | |
| 2 | APRIL | HALL04032014 | LEGAL SERVICES MARCH 2014 | 5712 | 04/15/2014 \$ | 1,400.00 |
| 1 | APRIL | HALL04152014 | COMCAST CABLE FRANCHISE | 5785 | 04/30/2014 \$ | 1,131.00 |
| Total for 100-000-12210-3100 | | | | | | \$ 2,531.00 |
| 100-000-12310-5230 TELECOMMUNICATIONS | | | | | | |
| VENDOR: TREASURER OF VIRGINIA | | | | | | |
| 9 | APRIL | T271016 | FEBRUARY 2014 | 5701 | 04/15/2014 \$ | 4.77 |

CLARKE COUNTY
 APRIL VENDOR PAYMENTS
 Executed By: gilleya

PAGE: 2
 TIME: 13:41:49
 DATE: 05/05/2014

| VOUCH# | Fis Month | Invoice ID | DESCRIPTION | CK/EFT # | CK/EFT Date | Amount |
|---|-----------|------------------------------|-------------------------------|----------|-------------|-------------|
| ===== | | | | | | |
| VENDOR: VERIZON | | | | | | |
| 2 | APRIL | 0000272688954Y | MAR 26 - APR 25 | 79591 | 04/15/2014 | \$ 6.04 |
| | | Total for 100-000-12310-5230 | | | | \$ 10.81 |
| 100-000-12410-3100 | | | PROFESSIONAL SERVICES | | | |
| VENDOR: CINTAS CORP. | | | | | | |
| 1 | APRIL | 8400934008 | SERVICE | 5770 | 04/30/2014 | \$ 22.05 |
| 100-000-12410-3190 | | | DMV STOP FEES | | | |
| VENDOR: DMV | | | | | | |
| 1 | APRIL | 14090445 | STOP PAYMENT FEES | 79536 | 04/15/2014 | \$ 80.00 |
| 100-000-12410-5210 | | | POSTAL SERVICES | | | |
| VENDOR: BMS DIRECT | | | | | | |
| 1 | APRIL | 88581p | POSTAGE REAL ESTATE TAXES | 5682 | 04/15/2014 | \$ 2,940.00 |
| VENDOR: M & W PRINTERS, INC-A BMS DIRECT CO | | | | | | |
| 1 | APRIL | 88626P | POSTAGE REAL ESTATE TAXES | 5725 | 04/15/2014 | \$ 4,410.00 |
| | | Total for 100-000-12410-5210 | | | | \$ 7,350.00 |
| 100-000-12410-5230 | | | TELECOMMUNICATIONS | | | |
| VENDOR: TREASURER OF VIRGINIA | | | | | | |
| 25 | APRIL | T271016 | FEBRUARY 2014 | 5701 | 04/15/2014 | \$ 4.29 |
| VENDOR: VERIZON | | | | | | |
| 3 | APRIL | 0000272688954Y | MAR 26 - APR 25 | 79591 | 04/15/2014 | \$ 3.02 |
| | | Total for 100-000-12410-5230 | | | | \$ 7.31 |
| 100-000-12410-5510 | | | TRAVEL MILEAGE | | | |
| VENDOR: COLLINS, ELIZABETH | | | | | | |
| 1 | APRIL | COLLINS04072014 | MILEAGE TO ROANOKE VA | 5694 | 04/15/2014 | \$ 210.56 |
| 100-000-12410-5540 | | | TRAVEL CONVENTION & EDUCATION | | | |
| VENDOR: KEELER, SHARON E. | | | | | | |
| 1 | APRIL | KEELER04072014 | HOTEL ROOM CONFERENCE ROAN | 5720 | 04/15/2014 | \$ 439.60 |
| VENDOR: UNIVERSITY OF VIRGINIA | | | | | | |
| 1 | APRIL | 19336 | TAV SPRING DISTRICT MEETIN | 79584 | 04/15/2014 | \$ 70.00 |
| 1 | APRIL | 19337 | TAV SPRING DISTRICT MEETIN | 79584 | 04/15/2014 | \$ 70.00 |
| | | Total for 100-000-12410-5540 | | | | \$ 579.60 |
| 100-000-12510-3100 | | | PROFESSIONAL SERVICES | | | |
| VENDOR: MATSCH SYSTEMS | | | | | | |
| 1 | APRIL | 2028 | MAY 2014 | 5727 | 04/15/2014 | \$ 200.00 |
| 100-000-12510-3320 | | | MAINTENANCE SERVICE CONTRACT | | | |
| VENDOR: AVAYA, INC. | | | | | | |
| 1 | APRIL | 2733035994 | 03/20 - 04/19 | 5676 | 04/15/2014 | \$ 1,249.22 |
| VENDOR: AVG TECHNOLOGIES USA INC | | | | | | |
| 1 | APRIL | D29973295 | RENEWAL OF AVG ANTI-VIRUS | 79601 | 04/30/2014 | \$ 2,657.90 |
| VENDOR: ROARING PENGUIN SOFTWARE, INC. | | | | | | |
| 1 | APRIL | 6880 | CANLT-PRO ANNUAL LICENSE F | 79563 | 04/15/2014 | \$ 900.00 |
| | | Total for 100-000-12510-3320 | | | | \$ 4,807.12 |
| 100-000-12510-5230 | | | TELECOMMUNICATIONS | | | |

CLARKE COUNTY
 APRIL VENDOR PAYMENTS
 Executed By: gilleya

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 DATE: 05/05/2014

| VOUCH# | Fis Month | Invoice ID | DESCRIPTION | CK/EFT # | CK/EFT Date | Amount |
|--|---------------------------|-----------------|------------------------------|----------|---------------|-----------|
| ===== | | | | | | |
| VENDOR: | AT&T MOBILITY | | | | | |
| 8 | APRIL | X04012014 | GOVT IT | 79517 | 04/15/2014 \$ | 114.60 |
| VENDOR: | COMCAST | | | | | |
| 1 | APRIL | 29327128 | APRIL 15 - MAY 14 | 79616 | 04/30/2014 \$ | 850.00 |
| VENDOR: | TREASURER OF VIRGINIA | | | | | |
| 16 | APRIL | T271016 | FEBRUARY 2014 | 5701 | 04/15/2014 \$ | 753.16 |
| VENDOR: | VERIZON | | | | | |
| 4 | APRIL | 0000272688954Y | MAR 26 - APR 25 | 79591 | 04/15/2014 \$ | 179.69 |
| 1 | APRIL | 9950007176APR | HIGH SPEED MAR 25 - APR 24 | 79592 | 04/15/2014 \$ | 219.99 |
| | | | Total for 100-000-12510-5230 | | \$ | 2,117.44 |
| 100-000-12510-6001 OFFICE SUPPLIES | | | | | | |
| VENDOR: | BERRYVILLE AUTO PARTS INC | | | | | |
| 1 | APRIL | 10066750 | HAND HELD MICROPHONE/PLUG | 5677 | 04/15/2014 \$ | 25.63 |
| 1 | APRIL | 10066751 | FLASHLIGHT/BATTERIES | 5677 | 04/15/2014 \$ | 13.48 |
| 1 | APRIL | 310066890 | SOLDER/PHONE PLUG | 5677 | 04/15/2014 \$ | 9.43 |
| | | | Total for 100-000-12510-6001 | | \$ | 48.54 |
| 100-000-12510-8207 EDP EQUIPMENT ADDITIONS | | | | | | |
| VENDOR: | BB&T FINANCIAL, FSB | | | | | |
| 1 | APRIL | 3396-04/09/2014 | TRANSCRIPTION GEAR.COM | 79607 | 04/30/2014 \$ | 313.49 |
| VENDOR: | DALY COMPUTERS, INC. | | | | | |
| 1 | APRIL | PSI0972646 | HP PRODESK/MONITOR | 5775 | 04/30/2014 \$ | 9,750.00 |
| | | | Total for 100-000-12510-8207 | | \$ | 10,063.49 |
| 100-000-13100-5510 TRAVEL MILEAGE | | | | | | |
| VENDOR: | BOSSERMAN, BARBARA | | | | | |
| 1 | APRIL | BOSSER04212014 | CHARLOTTESVILLE VA VOTING | 5766 | 04/30/2014 \$ | 126.07 |
| 100-000-13200-5230 TELECOMMUNICATIONS | | | | | | |
| VENDOR: | AT&T MOBILITY | | | | | |
| 10 | APRIL | X04012014 | REGISTRAR | 79517 | 04/15/2014 \$ | 47.30 |
| VENDOR: | TREASURER OF VIRGINIA | | | | | |
| 22 | APRIL | T271016 | FEBRUARY 2014 | 5701 | 04/15/2014 \$ | 4.62 |
| VENDOR: | VERIZON | | | | | |
| 5 | APRIL | 0000272688954Y | MAR 26 - APR 25 | 79591 | 04/15/2014 \$ | 3.02 |
| | | | Total for 100-000-13200-5230 | | \$ | 54.94 |
| 100-000-13200-6001 OFFICE SUPPLIES | | | | | | |
| VENDOR: | COMMERCIAL PRESS | | | | | |
| 1 | APRIL | 111077 | NAME BADGE | 5695 | 04/15/2014 \$ | 19.45 |
| 100-000-21100-5841 COMPENSATION OF JURORS | | | | | | |
| VENDOR: | TERRY L. BOLDEN | | | | | |
| 1 | APRIL | JURYDUTY APR14 | JURY DUTY APRIL 14 | 79608 | 04/30/2014 \$ | 30.00 |
| VENDOR: | PAUL A. GARRISON | | | | | |
| 1 | APRIL | JURYDUTY APR14 | JURY DUTY APRIL 14 | 79629 | 04/30/2014 \$ | 30.00 |
| VENDOR: | JULIA IVES | | | | | |
| 1 | APRIL | JURYDUTY APR14 | JURY DUTY APRIL 14 | 79635 | 04/30/2014 \$ | 30.00 |
| VENDOR: | SHELIA R. MAPHIS | | | | | |
| 1 | APRIL | JURYDUTY APR14 | JURY DUTY APRIL 14 | 79640 | 04/30/2014 \$ | 30.00 |

CLARKE COUNTY
 APRIL VENDOR PAYMENTS
 Executed By: gilleya

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 DATE: 05/05/2014

| VOUCH# | Fis Month | Invoice ID | DESCRIPTION | CK/EFT # | CK/EFT Date | Amount |
|---|-----------|-----------------|--------------------|----------|---------------|--------------|
| ===== | | | | | | |
| VENDOR: CHARLES NESSELRODT | | | | | | |
| 1 | APRIL | JURYDUTY APR14 | JURY DUTY APRIL 14 | 79644 | 04/30/2014 \$ | 30.00 |
| VENDOR: SHARON L. ORRISON | | | | | | |
| 1 | APRIL | JURYDUTY APR14 | JURY DUTY APRIL 14 | 79648 | 04/30/2014 \$ | 30.00 |
| VENDOR: STEPHEN L. PEYTON | | | | | | |
| 1 | APRIL | JURYDUTY APR14 | JURY DUTY APRIL 14 | 79650 | 04/30/2014 \$ | 30.00 |
| Total for 100-000-21100-5841 | | | | | | \$ 210.00 |
| 100-000-21200-5230 TELECOMMUNICATIONS | | | | | | |
| VENDOR: TREASURER OF VIRGINIA | | | | | | |
| 15 | APRIL | T271016 | FEBRUARY 2014 | 5701 | 04/15/2014 \$ | 141.39 |
| VENDOR: VERIZON | | | | | | |
| 6 | APRIL | 0000272688954Y | MAR 26 - APR 25 | 79591 | 04/15/2014 \$ | 39.73 |
| 3 | APRIL | 00092572601596Y | MARCH AND APRIL | 79670 | 04/30/2014 \$ | 254.99 |
| Total for 100-000-21200-5230 | | | | | | \$ 436.11 |
| 100-000-21500-3320 MAINTENANCE SERVICE CONTRACT | | | | | | |
| VENDOR: RICOH USA INC | | | | | | |
| 1 | APRIL | 5029935932 | 12/19 - 03/18 | 79562 | 04/15/2014 \$ | 196.56 |
| 100-000-21500-5230 TELECOMMUNICATIONS | | | | | | |
| VENDOR: TREASURER OF VIRGINIA | | | | | | |
| 17 | APRIL | T271016 | FEBRUARY 2014 | 5701 | 04/15/2014 \$ | 9.55 |
| VENDOR: VERIZON | | | | | | |
| 7 | APRIL | 0000272688954Y | MAR 26 - APR 25 | 79591 | 04/15/2014 \$ | 41.29 |
| Total for 100-000-21500-5230 | | | | | | \$ 50.84 |
| 100-000-21600-3320 MAINTENANCE SERVICE CONTRACT | | | | | | |
| VENDOR: LOGAN SYSTEMS, INC | | | | | | |
| 1 | APRIL | 45324 | ANNUAL SERVICE FEE | 5724 | 04/15/2014 \$ | 10,700.00 |
| VENDOR: CANON SOLUTIONS AMERICA, INC. | | | | | | |
| 1 | APRIL | 4011720682 | COPIER MAINTENANCE | 79552 | 04/15/2014 \$ | 267.30 |
| 1 | APRIL | 4012512894 | COPIER MAINTENANCE | 79552 | 04/15/2014 \$ | 267.30 |
| Total for 100-000-21600-3320 | | | | | | \$ 11,234.60 |
| 100-000-21600-3510 MICROFILMING | | | | | | |
| VENDOR: LOGAN SYSTEMS, INC | | | | | | |
| 1 | APRIL | 45415 | COMPUTER INDEXING | 5795 | 04/30/2014 \$ | 442.65 |
| 100-000-21600-5210 POSTAL SERVICES | | | | | | |
| VENDOR: POSTMASTER | | | | | | |
| 1 | APRIL | STAMPS04032014 | 4 ROLLS OF STAMPS | 79556 | 04/15/2014 \$ | 196.00 |
| 100-000-21600-5230 TELECOMMUNICATIONS | | | | | | |
| VENDOR: TREASURER OF VIRGINIA | | | | | | |
| 8 | APRIL | T271016 | FEBRUARY 2014 | 5701 | 04/15/2014 \$ | 6.35 |
| VENDOR: VERIZON | | | | | | |
| 8 | APRIL | 0000272688954Y | MAR 26 - APR 25 | 79591 | 04/15/2014 \$ | 69.44 |
| Total for 100-000-21600-5230 | | | | | | \$ 75.79 |
| 100-000-21600-6001 OFFICE SUPPLIES | | | | | | |
| VENDOR: LOGAN SYSTEMS, INC | | | | | | |

CLARKE COUNTY
 APRIL VENDOR PAYMENTS
 Executed By: gilleya

PAGE: 5
 TIME: 13:41:49
 DATE: 05/05/2014

| VOUCH# | Fis Month | Invoice ID | DESCRIPTION | CK/EFT # | CK/EFT Date | Amount |
|---|-----------|----------------|----------------------------|----------|---------------|-----------|
| 2 | APRIL | 45415 | COMPUTER INDEXING | 5795 | 04/30/2014 \$ | 254.55 |
| 100-000-21900-5230 TELECOMMUNICATIONS | | | | | | |
| VENDOR: TREASURER OF VIRGINIA | | | | | | |
| 26 | APRIL | T271016 | FEBRUARY 2014 | 5701 | 04/15/2014 \$ | 12.55 |
| VENDOR: VERIZON | | | | | | |
| 9 | APRIL | 0000272688954Y | MAR 26 - APR 25 | 79591 | 04/15/2014 \$ | 3.02 |
| Total for 100-000-21900-5230 | | | | | | \$ 15.57 |
| 100-000-22100-3320 MAINTENANCE SERVICE CONTRACT | | | | | | |
| VENDOR: RICOH USA INC | | | | | | |
| 1 | APRIL | 5029954147 | 03/21 - 06/20 | 79562 | 04/15/2014 \$ | 95.85 |
| 100-000-22100-5230 TELECOMMUNICATIONS | | | | | | |
| VENDOR: TREASURER OF VIRGINIA | | | | | | |
| 10 | APRIL | T271016 | FEBRUARY 2014 | 5701 | 04/15/2014 \$ | 10.26 |
| VENDOR: VERIZON | | | | | | |
| 10 | APRIL | 0000272688954Y | MAR 26 - APR 25 | 79591 | 04/15/2014 \$ | 9.06 |
| Total for 100-000-22100-5230 | | | | | | \$ 19.32 |
| 100-000-22100-5540 TRAVEL CONVENTION & EDUCATION | | | | | | |
| VENDOR: BETH MARPLE | | | | | | |
| 1 | APRIL | MARPLE04212014 | GRANT WRITING CONFERENCE L | 5798 | 04/30/2014 \$ | 225.31 |
| 100-000-22100-5810 DUES,SUBSCRIPTIONS & MEMBERSHIPS | | | | | | |
| VENDOR: VA ASSOC OF COMMONWEALTH'S ATTORNEYS | | | | | | |
| 1 | APRIL | 7970 | VACA ANNUAL DUES | 79586 | 04/15/2014 \$ | 375.00 |
| 100-000-31200-3100 PROFESSIONAL SERVICES | | | | | | |
| VENDOR: DEPARTMENT OF STATE POLICE | | | | | | |
| 1 | APRIL | A1928 445509 | BACKGROUND SEARCHES | 79624 | 04/30/2014 \$ | 26.00 |
| VENDOR: TELTRONIC | | | | | | |
| 1 | APRIL | 541428 | 2 TUNING FORKS | 5811 | 04/30/2014 \$ | 12.00 |
| VENDOR: TREASURER OF VIRGINIA | | | | | | |
| 1 | APRIL | 240207 | CALIBRATION FEES | 79583 | 04/15/2014 \$ | 32.27 |
| 1 | APRIL | 240397 | CALIBRATION FEES | 79665 | 04/30/2014 \$ | 48.09 |
| VENDOR: VERIZON LEGAL COMPLIANCE | | | | | | |
| 1 | APRIL | VA36871 | SPECIAL COMPUTER SEARCH | 79671 | 04/30/2014 \$ | 100.00 |
| Total for 100-000-31200-3100 | | | | | | \$ 218.36 |
| 100-000-31200-3310 REPAIR & MAINTENANCE | | | | | | |
| VENDOR: BERRYVILLE AUTO PARTS INC | | | | | | |
| 2 | APRIL | 5370-81647 | LABOR | 5677 | 04/15/2014 \$ | 15.00 |
| 2 | APRIL | 5370-81649 | LABOR | 5677 | 04/15/2014 \$ | 80.00 |
| 2 | APRIL | 5370-81885 | LABOR | 5677 | 04/15/2014 \$ | 55.00 |
| 2 | APRIL | 5370-81888 | LABOR | 5677 | 04/15/2014 \$ | 35.00 |
| 2 | APRIL | 5370-81980 | LABOR | 5677 | 04/15/2014 \$ | 120.00 |
| 2 | APRIL | 5370-81981 | LABOR | 5677 | 04/15/2014 \$ | 35.00 |
| 2 | APRIL | 5370-82026 | LABOR | 5677 | 04/15/2014 \$ | 25.00 |
| 2 | APRIL | 5370-82496 | LABOR | 5764 | 04/30/2014 \$ | 120.00 |
| 2 | APRIL | 5370-82497 | LABOR | 5764 | 04/30/2014 \$ | 35.00 |
| 2 | APRIL | 5370-82626 | LABOR | 5764 | 04/30/2014 \$ | 260.00 |
| VENDOR: BROY'S CAR WASH | | | | | | |
| 1 | APRIL | 03301014 | CAR WASHES | 5687 | 04/15/2014 \$ | 147.00 |

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| Total for 100-000-31200-3310 | | | | | | \$ 927.00 |
| 100-000-31200-3320 | MAINTENANCE SERVICE CONTRACT | | | | | |
| VENDOR: ID NETWORKS INC | | | | | | |
| 1 | APRIL | 268030 | ANNUAL SOFTWARE MAINTENANC | 79634 | 04/30/2014 | \$ 2,142.00 |
| 100-000-31200-5210 | POSTAL SERVICES | | | | | |
| VENDOR: BB&T FINANCIAL, FSB | | | | | | |
| 1 | APRIL | 6558-04/09/2014 | USPS BERRYVILLE VA | 79607 | 04/30/2014 | \$ 11.63 |
| 2 | APRIL | 6558-04/09/2014 | USPS BERRYVILLE VA | 79607 | 04/30/2014 | \$ 11.80 |
| VENDOR: RESERVE ACCOUNT | | | | | | |
| 1 | APRIL | 36060309 | POSTAGE | 79652 | 04/30/2014 | \$ 300.00 |
| Total for 100-000-31200-5210 | | | | | | \$ 323.43 |
| 100-000-31200-5230 | TELECOMMUNICATIONS | | | | | |
| VENDOR: AT&T MOBILITY | | | | | | |
| 6 | APRIL | X04012014 | SHERIFF'S DEPT | 79517 | 04/15/2014 | \$ 1,205.47 |
| VENDOR: TREASURER OF VIRGINIA | | | | | | |
| 23 | APRIL | T271016 | FEBRUARY 2014 | 5701 | 04/15/2014 | \$ 16.95 |
| VENDOR: VERIZON | | | | | | |
| 11 | APRIL | 0000272688954Y | MAR 26 - APR 25 | 79591 | 04/15/2014 | \$ 122.31 |
| Total for 100-000-31200-5230 | | | | | | \$ 1,344.73 |
| 100-000-31200-5530 | TRAVEL SUBSISTANCE & LODGING | | | | | |
| VENDOR: BB&T FINANCIAL, FSB | | | | | | |
| 1 | APRIL | 2074-04/09/2014 | RED ROBIN MANASSAS VA | 79607 | 04/30/2014 | \$ 83.92 |
| 2 | APRIL | 2074-04/09/2014 | HARDEES CHESTER VA | 79607 | 04/30/2014 | \$ 23.01 |
| 1 | APRIL | 6632-04/09/2014 | RUBY TUESDAY CHRISTIANBUR | 79607 | 04/30/2014 | \$ 34.00 |
| 2 | APRIL | 6632-04/09/2014 | STARBUCKS BRISTOL VA | 79607 | 04/30/2014 | \$ 2.53 |
| 3 | APRIL | 6632-04/09/2014 | FIVE GUYS BRISTOL VA | 79607 | 04/30/2014 | \$ 10.09 |
| 4 | APRIL | 6632-04/09/2014 | TEXAS STEAKHOUSE STAUNTON | 79607 | 04/30/2014 | \$ 28.71 |
| 5 | APRIL | 6632-04/09/2014 | HOLIDAY INN HOTEL BRISTOL | 79607 | 04/30/2014 | \$ 147.45 |
| 1 | APRIL | 6640-04/09/2014 | HOOTERS CHESTERFIELD VA | 79607 | 04/30/2014 | \$ 24.50 |
| 2 | APRIL | 6640-04/09/2014 | JERSEY MIKES SUBS CHESTERF | 79607 | 04/30/2014 | \$ 8.82 |
| 3 | APRIL | 6640-04/09/2014 | HOLIDAY INN EXPRESS & SUI | 79607 | 04/30/2014 | \$ 247.00 |
| 4 | APRIL | 6640-04/09/2014 | JERSEY MIKES SUBS CHESTERF | 79607 | 04/30/2014 | \$ 10.73 |
| Total for 100-000-31200-5530 | | | | | | \$ 620.76 |
| 100-000-31200-5540 | TRAVEL CONVENTION & EDUCATION | | | | | |
| VENDOR: BB&T FINANCIAL, FSB | | | | | | |
| 1 | APRIL | 6608-04/09/2014 | VA DEPT OF CRIMNIAL JUSTIC | 79607 | 04/30/2014 | \$ 100.00 |
| 100-000-31200-6001 | OFFICE SUPPLIES | | | | | |
| VENDOR: BB&T FINANCIAL, FSB | | | | | | |
| 3 | APRIL | 2074-04/09/2014 | PITNEY BOWES | 79607 | 04/30/2014 | \$ 67.96 |
| 4 | APRIL | 2074-04/09/2014 | BERRYVILLE TRUE VALUE | 79607 | 04/30/2014 | \$ 4.90 |
| VENDOR: BOSSERMAN, BARBARA | | | | | | |
| 1 | APRIL | BOSSE04092014 | OFFICE SUPPLIES DOLLAR GEN | 5683 | 04/15/2014 | \$ 4.74 |
| VENDOR: DEHAVEN BERKELEY SPRINGS WATER CORP. | | | | | | |
| 1 | APRIL | 600490 | APRIL RENTAL | 79622 | 04/30/2014 | \$ 9.00 |
| 1 | APRIL | RT03-001617 | WATER | 79535 | 04/15/2014 | \$ 18.90 |
| Total for 100-000-31200-6001 | | | | | | \$ 105.50 |
| 100-000-31200-6007 | REPAIR AND MAINTENANCE SUPPLIES | | | | | |
| VENDOR: BERRYVILLE AUTO PARTS INC | | | | | | |

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|--|-----------|----------------|----------------------------|----------|---------------|-------------|
| 1 | APRIL | 5370-81647 | RECYCLING FEE | 5677 | 04/15/2014 \$ | 2.00 |
| 1 | APRIL | 5370-81649 | PEDAL ASSEMBLY | 5677 | 04/15/2014 \$ | 262.40 |
| 1 | APRIL | 5370-81885 | LAMP/WATER FLUID/OIL/FILTE | 5677 | 04/15/2014 \$ | 33.94 |
| 1 | APRIL | 5370-81888 | FILTER/OIL/WASHER FLUID | 5677 | 04/15/2014 \$ | 21.67 |
| 1 | APRIL | 5370-81980 | BAR BUMPER/BEZEL | 5677 | 04/15/2014 \$ | 197.00 |
| 1 | APRIL | 5370-81981 | FUEL CAP | 5677 | 04/15/2014 \$ | 11.22 |
| 1 | APRIL | 5370-82026 | OIL/FILTER/WASHER FLUID/CO | 5677 | 04/15/2014 \$ | 20.32 |
| 1 | APRIL | 5370-82494 | CABLE TIE | 5764 | 04/30/2014 \$ | 9.44 |
| 1 | APRIL | 5370-82496 | PUMP/POWER STEERING FLUID | 5764 | 04/30/2014 \$ | 61.47 |
| 1 | APRIL | 5370-82497 | FILTER/BLEND/WASHER QUART | 5764 | 04/30/2014 \$ | 21.46 |
| 1 | APRIL | 5370-82626 | BRAKE ROTOR/BRAKE PADS/BRA | 5764 | 04/30/2014 \$ | 239.71 |
| VENDOR: TIRE WORLD | | | | | | |
| 1 | APRIL | 595822 | TIRES | 79578 | 04/15/2014 \$ | 135.63 |
| Total for 100-000-31200-6007 | | | | | | \$ 1,016.26 |
| 100-000-31200-6008 VEHICLE AND EQUIPMENT FUEL | | | | | | |
| VENDOR: MANSFIELD OIL COMPANY | | | | | | |
| 1 | APRIL | SQLCD/00076706 | FUEL PURCHASES 03/16 - 03/ | 5726 | 04/15/2014 \$ | 3,012.95 |
| 1 | APRIL | SQLCD/00077796 | 04/01 - 04/15 | 5796 | 04/30/2014 \$ | 3,021.05 |
| Total for 100-000-31200-6008 | | | | | | \$ 6,034.00 |
| 100-000-31200-6010 POLICE SUPPLIES | | | | | | |
| VENDOR: EVIDENT, INC. | | | | | | |
| 1 | APRIL | 85133A | TAPE | 5777 | 04/30/2014 \$ | 50.00 |
| VENDOR: KUSTOM SIGNALS INC | | | | | | |
| 1 | APRIL | 497040 | BATTERY | 5793 | 04/30/2014 \$ | 104.00 |
| VENDOR: VIRGINIA MAGISTRATE ASSN., INC. | | | | | | |
| 1 | APRIL | 125-14 | VMA CODE BOOK | 79674 | 04/30/2014 \$ | 82.50 |
| Total for 100-000-31200-6010 | | | | | | \$ 236.50 |
| 100-000-31200-6011 UNIFORM AND WEARING APPAREL | | | | | | |
| VENDOR: BEST UNIFORMS, INC. | | | | | | |
| 1 | APRIL | 332620 | VEST CARRIERS | 5679 | 04/15/2014 \$ | 499.82 |
| VENDOR: CHIEF SUPPLY CORP | | | | | | |
| 1 | APRIL | 426378 | POLICE SUPPLIES | 79611 | 04/30/2014 \$ | 128.05 |
| 1 | APRIL | 436056 | SUPPLIES | 79611 | 04/30/2014 \$ | 131.30 |
| VENDOR: NORTON EMBROIDERY, INC. | | | | | | |
| 1 | APRIL | 18432 | SHIRTS | 79647 | 04/30/2014 \$ | 40.00 |
| Total for 100-000-31200-6011 | | | | | | \$ 799.17 |
| 100-000-31220-5699 CIVIC CONTRIBUTIONS | | | | | | |
| VENDOR: NORTHWEST VA REG DRUG TASK FORCE | | | | | | |
| 1 | APRIL | 1ST QTR 2014 | EXPENSES 1ST QTR 2014 | 79550 | 04/15/2014 \$ | 2,352.83 |
| 100-000-32100-5230 TELECOMMUNICATIONS | | | | | | |
| VENDOR: TREASURER OF VIRGINIA | | | | | | |
| 12 | APRIL | T271016 | FEBRUARY 2014 | 5701 | 04/15/2014 \$ | 6.47 |
| VENDOR: VERIZON | | | | | | |
| 12 | APRIL | 0000272688954Y | MAR 26 - APR 25 | 79591 | 04/15/2014 \$ | 38.13 |
| Total for 100-000-32100-5230 | | | | | | \$ 44.60 |
| 100-000-32100-6008 VEHICLE AND EQUIPMENT FUEL | | | | | | |
| VENDOR: MANSFIELD OIL COMPANY | | | | | | |
| 6 | APRIL | SQLCD/00076667 | FUEL 03/16 - 03/31 | 5726 | 04/15/2014 \$ | 29.03 |

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| 5 | APRIL | SQLCD/00077755 | 04/01 - 04/15 | 5796 | 04/30/2014 \$ | 34.66 |
| Total for 100-000-32100-6008 | | | | | | \$ 63.69 |
| 100-000-32200-5699 CIVIC CONTRIBUTIONS | | | | | | |
| VENDOR: COUNTY OF WARREN | | | | | | |
| 1 | APRIL | CONTRIBUTION | CONTRIBUTION | 79619 | 04/30/2014 \$ | 20,000.00 |
| 100-000-32201-5699 CIVIC CONTRIBUTIONS | | | | | | |
| VENDOR: BLUE RIDGE VOLUNTEER FIRE & RESCUE CO | | | | | | |
| 1 | APRIL | 4TH QTR FY14 | 4TH QTR FY14 ALLOCATION | 5681 | 04/15/2014 \$ | 12,500.00 |
| 100-000-32203-5699 CIVIC CONTRIBUTIONS | | | | | | |
| VENDOR: JOHN H. ENDERS FIRE COMPANY & RESCUE SQ | | | | | | |
| 1 | APRIL | QTRLYFY14 | QTRLY CONTRIBUTION | 79544 | 04/15/2014 \$ | 18,750.00 |
| 100-000-33200-3840 PURCHASED SERVICES - DETENTION CENTE | | | | | | |
| VENDOR: CITY OF WINCHESTER | | | | | | |
| 1 | APRIL | FY14 3RD QTR | 3RD QTR BILLING | 79524 | 04/15/2014 \$ | 14,476.12 |
| 100-000-33300-5230 TELECOMMUNICATIONS | | | | | | |
| VENDOR: TREASURER OF VIRGINIA | | | | | | |
| 21 | APRIL | T271016 | FEBRUARY 2014 | 5701 | 04/15/2014 \$ | 4.84 |
| VENDOR: VERIZON | | | | | | |
| 13 | APRIL | 0000272688954Y | MAR 26 -- APR 25 | 79591 | 04/15/2014 \$ | 3.02 |
| Total for 100-000-33300-5230 | | | | | | \$ 7.86 |
| 100-000-33300-6001 OFFICE SUPPLIES | | | | | | |
| VENDOR: PIFER OFFICE SUPPLY | | | | | | |
| 1 | APRIL | 9111897-0 | PENS/TAPE | 79651 | 04/30/2014 \$ | 65.10 |
| 1 | APRIL | 9111897-1 | POST ITS | 79651 | 04/30/2014 \$ | 37.07 |
| Total for 100-000-33300-6001 | | | | | | \$ 102.17 |
| 100-000-34100-5230 TELECOMMUNICATIONS | | | | | | |
| VENDOR: AT&T MOBILITY | | | | | | |
| 4 | APRIL | X04012014 | BUILDING DEPT | 79517 | 04/15/2014 \$ | 12.60 |
| VENDOR: TREASURER OF VIRGINIA | | | | | | |
| 5 | APRIL | T271016 | FEBRUARY 2014 | 5701 | 04/15/2014 \$ | 6.26 |
| VENDOR: VERIZON | | | | | | |
| 14 | APRIL | 0000272688954Y | MAR 26 -- APR 25 | 79591 | 04/15/2014 \$ | 6.04 |
| Total for 100-000-34100-5230 | | | | | | \$ 24.90 |
| 100-000-34100-6008 VEHICLE AND EQUIPMENT FUEL | | | | | | |
| VENDOR: MANSFIELD OIL COMPANY | | | | | | |
| 3 | APRIL | SQLCD/00076667 | FUEL 03/16 - 03/31 | 5726 | 04/15/2014 \$ | 104.09 |
| 2 | APRIL | SQLCD/00077755 | 04/01 - 04/15 | 5796 | 04/30/2014 \$ | 53.94 |
| Total for 100-000-34100-6008 | | | | | | \$ 158.03 |
| 100-000-35100-3100 PROFESSIONAL SERVICES | | | | | | |
| VENDOR: ROSEVILLE VET HOSP/PLAZA PET CLINIC | | | | | | |
| 1 | APRIL | 111843 | RABIES | 79564 | 04/15/2014 \$ | 16.25 |
| VENDOR: VALLEY VET SUPPLY | | | | | | |
| 1 | APRIL | 208269 | SUPPLIES | 79669 | 04/30/2014 \$ | 84.28 |

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| Total for 100-000-35100-3100 | | | | | | \$ 100.53 |
| 100-000-35100-5230 | TELECOMMUNICATIONS | | | | | |
| VENDOR: AT&T MOBILITY | | | | | | |
| 2 | APRIL | X04012014 | ANIMAL CONTROL | 79517 | 04/15/2014 | \$ 12.60 |
| VENDOR: TREASURER OF VIRGINIA | | | | | | |
| 2 | APRIL | T271016 | FEBRUARY 2014 | 5701 | 04/15/2014 | \$ 4.64 |
| VENDOR: VERIZON | | | | | | |
| 15 | APRIL | 0000272688954Y | MAR 26 - APR 25 | 79591 | 04/15/2014 | \$ 31.05 |
| Total for 100-000-35100-5230 | | | | | | \$ 48.29 |
| 100-000-35100-5540 | TRAVEL CONVENTION & EDUCATION | | | | | |
| VENDOR: BB&T FINANCIAL, FSB | | | | | | |
| 3 | APRIL | 0872-04/09/2014 | SHERATON J. WRIGHT | 79607 | 04/30/2014 | \$ 336.51 |
| VENDOR: WRIGHT, JENNY | | | | | | |
| 1 | APRIL | WRIGHT04012014 | MEALS/MILEAGE | 5761 | 04/15/2014 | \$ 318.07 |
| Total for 100-000-35100-5540 | | | | | | \$ 654.58 |
| 100-000-35100-6008 | VEHICLE AND EQUIPMENT FUEL | | | | | |
| VENDOR: MANSFIELD OIL COMPANY | | | | | | |
| 2 | APRIL | SQLCD/00076667 | FUEL 03/16 - 03/31 | 5726 | 04/15/2014 | \$ 72.21 |
| 1 | APRIL | SQLCD/00077755 | 04/01 - 04/15 | 5796 | 04/30/2014 | \$ 73.28 |
| Total for 100-000-35100-6008 | | | | | | \$ 145.49 |
| 100-000-35100-6014 | OTHER OPERATING SUPPLIES | | | | | |
| VENDOR: RICOH USA INC | | | | | | |
| 1 | APRIL | 5030078963 | 12/31 - 03/30 | 79562 | 04/15/2014 | \$ 15.52 |
| 100-000-35600-3000 | PURCHASED SERVICES | | | | | |
| VENDOR: LANGUAGE LINE SERVICES, INC. | | | | | | |
| 1 | APRIL | 3354387 | INTERPRETATION SERVICES | 79639 | 04/30/2014 | \$ 18.51 |
| 100-000-35600-5230 | TELECOMMUNICATIONS | | | | | |
| VENDOR: AT&T MOBILITY | | | | | | |
| 1 | APRIL | 6049001-4/01/14 | LONG DISTANCE | 79518 | 04/15/2014 | \$ 40.75 |
| 5 | APRIL | X04012014 | E-911 DEPT | 79517 | 04/15/2014 | \$ 94.60 |
| VENDOR: COMCAST | | | | | | |
| 4 | APRIL | 01626754926026 | 04/01 - 04/30/DECEMBER PAY | 79528 | 04/15/2014 | \$ 172.52 |
| VENDOR: TREASURER OF VIRGINIA | | | | | | |
| 1 | APRIL | T271016 | FEBRUARY 2014 | 5701 | 04/15/2014 | \$ 392.54 |
| VENDOR: VERIZON | | | | | | |
| 4 | APRIL | 00001224519338Y | 04/01 - 04/30 | 79591 | 04/15/2014 | \$ 1,296.67 |
| 16 | APRIL | 0000272688954Y | MAR 26 - APR 25 | 79591 | 04/15/2014 | \$ 102.96 |
| 4 | APRIL | 00081080039332Y | 04/01 - 04/30 | 79670 | 04/30/2014 | \$ 36.24 |
| Total for 100-000-35600-5230 | | | | | | \$ 2,136.28 |
| 100-000-35600-5420 | RENTAL OF BUILDINGS/TOWERS | | | | | |
| VENDOR: SHEN. VALLEY TELEVISION TOWER | | | | | | |
| 1 | APRIL | MAY2014RENT | MAY RENT | 5744 | 04/15/2014 | \$ 2,070.00 |
| 100-000-42400-3840 | PURCHASED SERVICES | | | | | |
| VENDOR: COUNTY OF FREDERICK, VIRGINIA | | | | | | |
| 1 | APRIL | 2105-0004 | REFUSE DISPOSAL | 5697 | 04/15/2014 | \$ 415.56 |

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| 1 | APRIL | 80001-0004 | REFUSE DISPOSAL | 5697 | 04/15/2014 \$ | 17.80 |
| VENDOR: COUNTY OF WARREN | | | | | | |
| 1 | APRIL | 2ND QTR 2014 | 2ND QTR OCT 1 - DEC 31 | 79532 | 04/15/2014 \$ | 4,496.07 |
| 1 | APRIL | 3RD QUARTER2014 | 3RD QUARTER SHEN REFUSE CO | 79532 | 04/15/2014 \$ | 4,496.07 |
| Total for 100-000-42400-3840 | | | | | | \$ 9,425.50 |
| 100-000-42600-3000 PURCHASED SERVICES | | | | | | |
| VENDOR: ALLIED WASTE SERVICES #976 | | | | | | |
| 1 | APRIL | 0976-000334808 | BASIC SERVICE | 5672 | 04/15/2014 \$ | 150.00 |
| 100-000-42700-3840 PURCHASED SERVICES | | | | | | |
| VENDOR: FREDERICK-WINCHESTER SERVICE AUTHORITY | | | | | | |
| 1 | APRIL | 159 | MARCH 2014 | 5779 | 04/30/2014 \$ | 2,264.64 |
| 100-000-43200-3310 REPAIR & MAINTENANCE | | | | | | |
| VENDOR: BERRYVILLE AUTO PARTS INC | | | | | | |
| 2 | APRIL | 5370-81983 | LABOR | 5677 | 04/15/2014 \$ | 475.00 |
| 2 | APRIL | 5370-82203 | LABOR | 5677 | 04/15/2014 \$ | 15.00 |
| 2 | APRIL | 5370-82271 | LABOR | 5677 | 04/15/2014 \$ | 160.00 |
| VENDOR: BRO Y & SON PUMP SERVICE, INC. | | | | | | |
| 1 | APRIL | 20096 | SNOW REMOVAL 03/03/14 STOR | 5686 | 04/15/2014 \$ | 1,200.00 |
| 1 | APRIL | 20106 | SNOW REMOVAL 03/17 | 5686 | 04/15/2014 \$ | 300.00 |
| 2 | APRIL | 20106 | SNOW REMOVAL 03/17 | 5686 | 04/15/2014 \$ | 300.00 |
| 3 | APRIL | 20106 | SNOW REMOVAL 03/17 | 5686 | 04/15/2014 \$ | 20.00 |
| 4 | APRIL | 20106 | SNOW REMOVAL 03/17 | 5686 | 04/15/2014 \$ | 580.00 |
| Total for 100-000-43200-3310 | | | | | | \$ 3,050.00 |
| 100-000-43200-3320 MAINTENANCE SERVICE CONTRACT | | | | | | |
| VENDOR: ALLIED WASTE SERVICES #976 | | | | | | |
| 2 | APRIL | 0976-000333541 | BASIC SERVICE | 5672 | 04/15/2014 \$ | 910.67 |
| VENDOR: GREATSCAPES PROPERTY MANAGEMENT GROUP | | | | | | |
| 1 | APRIL | 7211 | MAN HOURS FOR CLEAN UP & M | 5711 | 04/15/2014 \$ | 3,050.00 |
| VENDOR: RICOH USA INC | | | | | | |
| 1 | APRIL | 5030033868 | 12/29 - 03/28 | 79562 | 04/15/2014 \$ | 14.92 |
| VENDOR: SERVICE MASTER JANITORIAL SERVICES, INC. | | | | | | |
| 1 | APRIL | 1625 | CLEANING SERVICES | 5808 | 04/30/2014 \$ | 3,427.91 |
| Total for 100-000-43200-3320 | | | | | | \$ 7,403.50 |
| 100-000-43200-5130 WATER & SEWER SERVICES | | | | | | |
| VENDOR: DEHAVEN BERKELEY SPRINGS WATER CORP. | | | | | | |
| 1 | APRIL | 600595 | WATER | 79622 | 04/30/2014 \$ | 11.00 |
| 1 | APRIL | RT03-001611 | WATER | 79535 | 04/15/2014 \$ | 12.90 |
| 1 | APRIL | RT03-001659 | WATER | 79622 | 04/30/2014 \$ | 136.00 |
| Total for 100-000-43200-5130 | | | | | | \$ 159.90 |
| 100-000-43200-5230 TELECOMMUNICATIONS | | | | | | |
| VENDOR: AT&T MOBILITY | | | | | | |
| 3 | APRIL | X04012014 | GOVT MAINT | 79517 | 04/15/2014 \$ | 134.49 |
| VENDOR: TREASURER OF VIRGINIA | | | | | | |
| 3 | APRIL | T271016 | FEBRUARY 2014 | 5701 | 04/15/2014 \$ | 6.25 |
| 18 | APRIL | T271016 | FEBRUARY 2014 | 5701 | 04/15/2014 \$ | 4.84 |
| VENDOR: VERIZON | | | | | | |
| 17 | APRIL | 0000272688954Y | MAR 26 - APR 25 | 79591 | 04/15/2014 \$ | 31.05 |

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| Total for 100-000-43200-5230 | | | | | | \$ 176.63 |
| 100-000-43200-6005 LAUNDRY, HOUSEKEEPING, & JANITORIAL | | | | | | |
| VENDOR: GENERAL SALES OF VIRGINIA | | | | | | |
| 1 | APRIL | 214003622 | DISINF/T.P./SWAN KITCHEN | 5710 | 04/15/2014 | \$ 370.48 |
| 1 | APRIL | 214004579 | BAGS/BLEACH/POWDER | 5781 | 04/30/2014 | \$ 167.80 |
| Total for 100-000-43200-6005 | | | | | | \$ 538.28 |
| 100-000-43200-6007 REPAIR AND MAINTENANCE SUPPLIES | | | | | | |
| VENDOR: BB&T FINANCIAL, FSB | | | | | | |
| 2 | APRIL | 0872-04/09/2014 | CARLYLE & ANDERSON | 79607 | 04/30/2014 | \$ 16.16 |
| VENDOR: BERRYVILLE TRUE VALUE HARDWARE | | | | | | |
| 1 | APRIL | 067746 | 56147 - BRS FL UNION | 5678 | 04/15/2014 | \$ 7.48 |
| 1 | APRIL | 068014 | 56147 - DRY SCREW | 5765 | 04/30/2014 | \$ 3.49 |
| VENDOR: SHANNON-BAUM SIGNS INC | | | | | | |
| 1 | APRIL | 0193996-IN | STREET SIGN | 5743 | 04/15/2014 | \$ 48.00 |
| Total for 100-000-43200-6007 | | | | | | \$ 75.13 |
| 100-000-43200-6008 VEHICLE AND EQUIPMENT FUEL | | | | | | |
| VENDOR: MANSFIELD OIL COMPANY | | | | | | |
| 5 | APRIL | SQLCD/00076667 | FUEL 03/16 - 03/31 | 5726 | 04/15/2014 | \$ 409.65 |
| 4 | APRIL | SQLCD/00077755 | 04/01 - 04/15 | 5796 | 04/30/2014 | \$ 53.49 |
| Total for 100-000-43200-6008 | | | | | | \$ 463.14 |
| 100-000-43200-6009 VEHICLE AND EQUIPMENT SUPPLIES | | | | | | |
| VENDOR: BB&T FINANCIAL, FSB | | | | | | |
| 6 | APRIL | 0872-04/09/2014 | CARLYLE AND ANDERSON | 79607 | 04/30/2014 | \$ 283.09 |
| VENDOR: BERRYVILLE AUTO PARTS INC | | | | | | |
| 1 | APRIL | 5370-81983 | WATER PUMP/EXHAUST MANIFOL | 5677 | 04/15/2014 | \$ 271.96 |
| 1 | APRIL | 5370-82203 | FILTER/OIL/WASHER FLUID | 5677 | 04/15/2014 | \$ 51.67 |
| 1 | APRIL | 5370-82271 | BRAKE PADS ROTORS/BRAKE HO | 5677 | 04/15/2014 | \$ 236.96 |
| VENDOR: WINCHESTER EQUIPMENT COMPANY | | | | | | |
| 1 | APRIL | D83534 | LINK, CONNECTING | 5818 | 04/30/2014 | \$ 201.55 |
| Total for 100-000-43200-6009 | | | | | | \$ 1,045.23 |
| 100-000-43202-3100 PROFESSIONAL SERVICES | | | | | | |
| VENDOR: HALL, MCNAHAN, ENGLE, MAHAN & MITCHELL | | | | | | |
| 1 | APRIL | 04032014 | LEGAL FEES MARCH 2014 | 5785 | 04/30/2014 | \$ 285.29 |
| 100-000-43202-3310 REPAIR & MAINTENANCE | | | | | | |
| VENDOR: ARC WATER TREATMENT OF MARYLAND, INC. | | | | | | |
| 5 | APRIL | 362972 | APRIL SERVICE | 5675 | 04/15/2014 | \$ 68.97 |
| VENDOR: CONSOLIDATED ELECTRIC SERVICE LC | | | | | | |
| 1 | APRIL | 23957 | REPLACE LIGHTS AT GOV'T BU | 79530 | 04/15/2014 | \$ 151.74 |
| VENDOR: RIDDLEBERGER BROS INC | | | | | | |
| 1 | APRIL | 82412 | AGREEMENT 1803 BILLING 8 0 | 5740 | 04/15/2014 | \$ 705.38 |
| Total for 100-000-43202-3310 | | | | | | \$ 926.09 |
| 100-000-43202-3320 MAINTENANCE SERVICE CONTRACTS | | | | | | |
| VENDOR: SERVICE MASTER JANITORIAL SERVICES, INC. | | | | | | |
| 2 | APRIL | 1625 | CLEANING SERVICES | 5808 | 04/30/2014 | \$ 1,885.59 |
| 100-000-43202-5110 ELECTRICAL SERVICES | | | | | | |

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| VENDOR: RAPPAHANNOCK ELEC COMPANY | | | | | | |
| 7 | APRIL | 1149385761 | 101 CHALMERS CT 02/10-03/1 | 5803 | 04/30/2014 \$ | 2,253.00 |
| 100-000-43202-5120 HEATING SERVICES | | | | | | |
| VENDOR: WASHINGTON GAS | | | | | | |
| 7 | APRIL | MV-3980059517 | MAR 13 - 04/11 101 CHALMER | 79679 | 04/30/2014 \$ | 619.56 |
| 100-000-43202-5130 WATER & SEWER SERVICES | | | | | | |
| VENDOR: TOWN OF BERRYVILLE | | | | | | |
| 5 | APRIL | 4190099.00 98 | 101 CHALMERS CT | 79582 | 04/15/2014 \$ | 75.40 |
| 100-000-43202-6007 REPAIR AND MAINT SUPPLIES | | | | | | |
| VENDOR: BB&T FINANCIAL, FSB | | | | | | |
| 1 | APRIL | 0350-04/09/2014 | PUMP EXPRESS | 79607 | 04/30/2014 \$ | 604.42 |
| 4 | APRIL | 0872-04/09/2014 | ALL ABOUT DOORS AND WINDOW | 79607 | 04/30/2014 \$ | 23.70 |
| VENDOR: MAURICE ELECTRICAL SUPPLY CO | | | | | | |
| 2 | APRIL | S101629123.001 | SUPPLIES | 5728 | 04/15/2014 \$ | 119.87 |
| 1 | APRIL | S101639797.002 | SUPPLIES | 5728 | 04/15/2014 \$ | 24.60 |
| Total for 100-000-43202-6007 | | | | | | \$ 772.59 |
| 100-000-43205-5110 ELECTRICAL SERVICES | | | | | | |
| VENDOR: RAPPAHANNOCK ELEC COMPANY | | | | | | |
| 7 | APRIL | 4455288888 | 129 RAMSBURG LN 02/15 - 03 | 5803 | 04/30/2014 \$ | 203.00 |
| 100-000-43205-5120 HEATING SERVICES | | | | | | |
| VENDOR: QUARLES ENERGY SERVICES | | | | | | |
| 2 | APRIL | 33569 | MAINT BUILDING/PURCHASING | 79560 | 04/15/2014 \$ | 943.87 |
| 100-000-43205-5130 WATER & SEWER SERVICES | | | | | | |
| VENDOR: TOWN OF BERRYVILLE | | | | | | |
| 6 | APRIL | 9001800.00 98 | MAINT FACILITY | 79582 | 04/15/2014 \$ | 17.00 |
| 100-000-43206-3310 REPAIR & MAINTENANCE | | | | | | |
| VENDOR: RIDDLEBERGER BROS INC | | | | | | |
| 1 | APRIL | 82413 | AGREEMENT 1810 BILLING 8 0 | 5740 | 04/15/2014 \$ | 390.00 |
| 100-000-43206-5110 ELECTRICAL SERVICES | | | | | | |
| VENDOR: RAPPAHANNOCK ELEC COMPANY | | | | | | |
| 11 | APRIL | 2048188888 | 104 N CHURCH 02/12 - 03/12 | 5803 | 04/30/2014 \$ | 558.14 |
| 3 | APRIL | 8894188888 | 1531 SPRINGSBERRY RD 02/18 | 5803 | 04/30/2014 \$ | 212.99 |
| Total for 100-000-43206-5110 | | | | | | \$ 771.13 |
| 100-000-43206-5120 HEATING SERVICES | | | | | | |
| VENDOR: QUARLES ENERGY SERVICES | | | | | | |
| 1 | APRIL | 2290 | 100 N CHURCH ST | 79560 | 04/15/2014 \$ | 123.82 |
| VENDOR: WASHINGTON GAS | | | | | | |
| 4 | APRIL | MV-3980048510 | MAR 13 - 04/11 100 N CHURC | 79679 | 04/30/2014 \$ | 485.64 |
| Total for 100-000-43206-5120 | | | | | | \$ 609.46 |
| 100-000-43206-5130 WATER & SEWER SERVICES | | | | | | |
| VENDOR: DEHAVEN BERKELEY SPRINGS WATER CORP. | | | | | | |
| 1 | APRIL | 600491 | WATER | 79622 | 04/30/2014 \$ | 9.00 |
| 1 | APRIL | RT03-001612 | WATER | 79535 | 04/15/2014 \$ | 12.90 |
| VENDOR: TOWN OF BERRYVILLE | | | | | | |

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| 2 | APRIL | 1004000.00 98 | 100 N CHURCH ST | 79582 | 04/15/2014 \$ | 408.85 |
| | | | | | | 430.75 |
| Total for 100-000-43206-5130 | | | | | | \$ 430.75 |
| 100-000-43207-3310 REPAIR & MAINTENANCE | | | | | | |
| VENDOR: RIDDLEBERGER BROS INC | | | | | | |
| 1 | APRIL | 82414 | AGREEMENT 1811 BILLING 8 0 | 5740 | 04/15/2014 \$ | 372.00 |
| 100-000-43207-5110 ELECTRICAL SERVICES | | | | | | |
| VENDOR: RAPPAHANNOCK ELEC COMPANY | | | | | | |
| 10 | APRIL | 2048188888 | 102 N CHURCH 02/12 - 03/12 | 5803 | 04/30/2014 \$ | 2,587.32 |
| 100-000-43207-6007 REPAIR AND MAINT SUPPLIES | | | | | | |
| VENDOR: BERRYVILLE TRUE VALUE HARDWARE | | | | | | |
| 1 | APRIL | 067688 | 56171 - BOLT WASHER/GASKET | 5678 | 04/15/2014 \$ | 15.16 |
| 100-000-43208-3310 REPAIR & MAINTENANCE | | | | | | |
| VENDOR: RIDDLEBERGER BROS INC | | | | | | |
| 1 | APRIL | 82415 | AGREEMENT 1813 BILLING 8 0 | 5740 | 04/15/2014 \$ | 360.00 |
| 2 | APRIL | 82415 | AGREEMENT 1813 BILLING 8 0 | 5740 | 04/15/2014 \$ | 120.00 |
| | | | | | | 480.00 |
| Total for 100-000-43208-3310 | | | | | | \$ 480.00 |
| 100-000-43208-5110 ELECTRICAL SERVICES | | | | | | |
| VENDOR: RAPPAHANNOCK ELEC COMPANY | | | | | | |
| 12 | APRIL | 2048188888 | 104 N CHURCH 02/12 - 03/12 | 5803 | 04/30/2014 \$ | 515.94 |
| 4 | APRIL | 3750088888 | 104 N CHURCH ST | 5803 | 04/30/2014 \$ | 39.06 |
| | | | | | | 555.00 |
| Total for 100-000-43208-5110 | | | | | | \$ 555.00 |
| 100-000-43208-5120 HEATING SERVICES | | | | | | |
| VENDOR: WASHINGTON GAS | | | | | | |
| 4 | APRIL | MV-3980048718 | MAR 13 - 04/11 104 N CHURC | 79679 | 04/30/2014 \$ | 570.51 |
| 100-000-43208-5130 WATER & SEWER SERVICES | | | | | | |
| VENDOR: TOWN OF BERRYVILLE | | | | | | |
| 3 | APRIL | 1003900.00 98 | 104 N CHURCH ST | 79582 | 04/15/2014 \$ | 24.05 |
| 100-000-43209-3310 PROFESSIONAL SERVICES | | | | | | |
| VENDOR: RIDDLEBERGER BROS INC | | | | | | |
| 1 | APRIL | 82416 | AGREEMENT 1815 BILLING 8 0 | 5740 | 04/15/2014 \$ | 645.00 |
| 100-000-43209-5110 ELECTRICAL SERVICES | | | | | | |
| VENDOR: RAPPAHANNOCK ELEC COMPANY | | | | | | |
| 4 | APRIL | 7658188888 | 225 RAMSBURG LN 02/15 - 03 | 5803 | 04/30/2014 \$ | 293.71 |
| 100-000-43209-5120 HEATING SERVICES | | | | | | |
| VENDOR: QUARLES ENERGY SERVICES | | | | | | |
| 1 | APRIL | 70924 | LP GAS ANIMAL SHELTER | 79654 | 04/30/2014 \$ | 561.17 |
| 100-000-43209-6007 REPAIR AND MAINT SUPPLIES | | | | | | |
| VENDOR: BERRYVILLE TRUE VALUE HARDWARE | | | | | | |
| 1 | APRIL | 067794 | 56171 - POPLAR DOWEL | 5678 | 04/15/2014 \$ | 3.58 |
| 1 | APRIL | 067795 | 56171 - STAR SCREW | 5678 | 04/15/2014 \$ | 4.29 |
| 1 | APRIL | 067893 | 56171 - HOT STEM UNIT | 5678 | 04/15/2014 \$ | 18.99 |
| | | | | | | 26.86 |
| Total for 100-000-43209-6007 | | | | | | \$ 26.86 |
| 100-000-43210-5110 ELECTRICAL SERVICES | | | | | | |

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| VENDOR: RAPPAHANNOCK ELEC COMPANY | | | | | | |
| 4 | APRIL | 0775388888 | 524 WESTWOOD RD 02/15 - 03 | 5803 | 04/30/2014 \$ | 92.75 |
| 100-000-43210-5120 HEATING SERVICES | | | | | | |
| VENDOR: EMMART OIL COMPANY | | | | | | |
| 1 | APRIL | 1912241 | 524 WESTWOOD ROAD | 5703 | 04/15/2014 \$ | 375.20 |
| 100-000-43211-3310 REPAIR & MAINTENANCE | | | | | | |
| VENDOR: ANDERSON CONTROL INC | | | | | | |
| 1 | APRIL | 014693 | 12 MONTH ALARM SYSTEM | 5674 | 04/15/2014 \$ | 240.00 |
| VENDOR: CONSOLIDATED ELECTRIC SERVICE LC | | | | | | |
| 1 | APRIL | 23990 | INSTALL CONDUIT FOR TIME C | 79530 | 04/15/2014 \$ | 656.00 |
| VENDOR: RIDDLEBERGER BROS INC | | | | | | |
| 1 | APRIL | 82596 | AGREEMENT 2237 BILLING 4 0 | 5740 | 04/15/2014 \$ | 540.00 |
| Total for 100-000-43211-3310 | | | | | | \$ 1,436.00 |
| 100-000-43211-5110 ELECTRICAL SERVICES | | | | | | |
| VENDOR: RAPPAHANNOCK ELEC COMPANY | | | | | | |
| 16 | APRIL | 2750088888 | 225 AL SMITH CIR 02/18 - 0 | 5803 | 04/30/2014 \$ | 1,502.42 |
| 100-000-43211-5120 HEATING SERVICES | | | | | | |
| VENDOR: WASHINGTON GAS | | | | | | |
| 4 | APRIL | MV-3980001204 | 225 AL SMITH CIR | 79514 | 04/03/2014 \$ | 1,474.17 |
| 5 | APRIL | MV-3980001204 | MAR 13 - 04/14 225 AL SMIT | 79679 | 04/30/2014 \$ | 906.71 |
| Total for 100-000-43211-5120 | | | | | | \$ 2,380.88 |
| 100-000-43211-5130 WATER & SEWER SERVICES | | | | | | |
| VENDOR: TOWN OF BERRYVILLE | | | | | | |
| 3 | APRIL | 9001300.00 98 | RT 7 WEST REC CENTER | 79582 | 04/15/2014 \$ | 170.00 |
| 100-000-43212-3310 REPAIR & MAINTENANCE | | | | | | |
| VENDOR: GREEN'S SEPTIC SERVICE | | | | | | |
| 1 | APRIL | RENTAL 04012014 | RENTAL | 5783 | 04/30/2014 \$ | 75.00 |
| VENDOR: THOMAS PLUMBING & HEATING, INC. | | | | | | |
| 1 | APRIL | PS22505 | CHECKED PUMP RESET AMPERAG | 5752 | 04/15/2014 \$ | 210.00 |
| 1 | APRIL | PS22537 | RESET #1 SEWER AND PULL OU | 5752 | 04/15/2014 \$ | 987.30 |
| 2 | APRIL | PS22542 | REPAIR AND DELIVERY OF SEW | 5752 | 04/15/2014 \$ | 60.45 |
| 3 | APRIL | PS22542 | REPAIR AND DELIVERY SEWER | 5752 | 04/15/2014 \$ | 2,500.00 |
| 1 | APRIL | PS22559 | LOCATING WIRES AT OLD OFFI | 5752 | 04/15/2014 \$ | 212.50 |
| Total for 100-000-43212-3310 | | | | | | \$ 4,045.25 |
| 100-000-43212-5110 ELECTRICAL SERVICES | | | | | | |
| VENDOR: RAPPAHANNOCK ELEC COMPANY | | | | | | |
| 28 | APRIL | 1650088888 | 225 AL SMITH CIR 02/18 - 0 | 5803 | 04/30/2014 \$ | 7.54 |
| 29 | APRIL | 1650088888 | 225 AL SMITH CIR 02/18 - 0 | 5803 | 04/30/2014 \$ | 7.43 |
| 30 | APRIL | 1650088888 | 225 AL SMITH CIR 02/18 - 0 | 5803 | 04/30/2014 \$ | 13.71 |
| 32 | APRIL | 1650088888 | 225 AL SMITH CIR 02/18 - 0 | 5803 | 04/30/2014 \$ | 16.65 |
| 33 | APRIL | 1650088888 | 225 AL SMITH CIR 02/18 - 0 | 5803 | 04/30/2014 \$ | 7.54 |
| 35 | APRIL | 1650088888 | 225 AL SMITH CIR 02/18 - 0 | 5803 | 04/30/2014 \$ | 11.32 |
| 36 | APRIL | 1650088888 | 225 AL SMITH CIR 02/18 - 0 | 5803 | 04/30/2014 \$ | 9.41 |
| 17 | APRIL | 2750088888 | 225 AL SMITH CIR 02/18 - 0 | 5803 | 04/30/2014 \$ | 114.33 |
| 18 | APRIL | 2750088888 | 225 AL SMITH CIR 02/18 - 0 | 5803 | 04/30/2014 \$ | 135.13 |
| Total for 100-000-43212-5110 | | | | | | \$ 323.06 |
| 100-000-43212-5130 WATER & SEWER SERVICES | | | | | | |
| VENDOR: TOWN OF BERRYVILLE | | | | | | |

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| 3 | APRIL | 9001200.00 98 | LITTLE LEAGUE BASEBALL | 79582 | 04/15/2014 \$ | 15.00 |
| 3 | APRIL | 9001500.00 98 | RT 7 PARKS HOUSE | 79582 | 04/15/2014 \$ | 77.55 |
| Total for 100-000-43212-5130 | | | | | | \$ 92.55 |
| 100-000-43212-6007 REPAIR AND MAINT SUPPLIES | | | | | | |
| VENDOR: BERRYVILLE TRUE VALUE HARDWARE | | | | | | |
| 1 | APRIL | 067945 | 56171 - STIHL OIL | 5765 | 04/30/2014 \$ | 2.99 |
| 1 | APRIL | 067951 | 56171 - PRO TRIM LINE | 5765 | 04/30/2014 \$ | 15.99 |
| 1 | APRIL | 068003 | 56147 - PVC CLOSET FLANGE | 5765 | 04/30/2014 \$ | 22.99 |
| VENDOR: THOMAS PLUMBING & HEATING, INC. | | | | | | |
| 1 | APRIL | S23021 | 4 INCH HUB WITH METAL RING | 5812 | 04/30/2014 \$ | 8.88 |
| Total for 100-000-43212-6007 | | | | | | \$ 50.85 |
| 100-000-43213-5110 ELECTRICAL SERVICES | | | | | | |
| VENDOR: RAPPAHANNOCK ELEC COMPANY | | | | | | |
| 31 | APRIL | 1650088888 | 225 AL SMITH CIR 02/18 - 0 | 5803 | 04/30/2014 \$ | 27.24 |
| 20 | APRIL | 2750088888 | 225 AL SMITH CIR 02/18 - 0 | 5803 | 04/30/2014 \$ | 63.99 |
| Total for 100-000-43213-5110 | | | | | | \$ 91.23 |
| 100-000-43213-5130 WATER & SEWER SERVICES | | | | | | |
| VENDOR: TOWN OF BERRYVILLE | | | | | | |
| 3 | APRIL | 9001400.00 98 | ROUTE 7 WEST POOL | 79582 | 04/15/2014 \$ | 20.00 |
| 100-000-43214-5110 ELECTRICAL SERVICES | | | | | | |
| VENDOR: RAPPAHANNOCK ELEC COMPANY | | | | | | |
| 34 | APRIL | 1650088888 | 225 AL SMITH CIR 02/18 - 0 | 5803 | 04/30/2014 \$ | 22.32 |
| 100-000-43214-6007 REPAIR AND MAINT SUPPLIES | | | | | | |
| VENDOR: BERRYVILLE TRUE VALUE HARDWARE | | | | | | |
| 1 | APRIL | 067898 | 56171 - MARKING LIME | 5678 | 04/15/2014 \$ | 153.72 |
| 1 | APRIL | 067923 | 56147 - LOOP CHAIN/CLOSED | 5765 | 04/30/2014 \$ | 18.88 |
| 1 | APRIL | 068005 | 56171 - EYE BOLT/NUTS/WASH | 5765 | 04/30/2014 \$ | 16.43 |
| Total for 100-000-43214-6007 | | | | | | \$ 189.03 |
| 100-000-43215-5110 ELECTRICAL SERVICES | | | | | | |
| VENDOR: RAPPAHANNOCK ELEC COMPANY | | | | | | |
| 19 | APRIL | 2750088888 | 225 AL SMITH CIR 02/18 - 0 | 5803 | 04/30/2014 \$ | 28.17 |
| 100-000-43215-6007 REPAIR AND MAINT SUPPLIES | | | | | | |
| VENDOR: BSN SPORTS, INC. | | | | | | |
| 1 | APRIL | 95993572 | 3" CLASSIC ALUMAGOAL | 79610 | 04/30/2014 \$ | 1,393.99 |
| VENDOR: ELEMENT SPORTS | | | | | | |
| 1 | APRIL | 95187 | SAFETY FLAG | 79625 | 04/30/2014 \$ | 159.80 |
| VENDOR: MCCORMICK PAINT WORKS CO | | | | | | |
| 1 | APRIL | 230121258 | ATHLETIC FIELD MARKING | 79641 | 04/30/2014 \$ | 1,274.40 |
| Total for 100-000-43215-6007 | | | | | | \$ 2,828.19 |
| 100-000-43236-6007 REPAIR AND MAINT SUPPLIES | | | | | | |
| VENDOR: BERRYVILLE TRUE VALUE HARDWARE | | | | | | |
| 1 | APRIL | 067717 | 56171 - SINGLE KEY CUT | 5678 | 04/15/2014 \$ | 10.75 |
| VENDOR: SOUTHERN REFRIGERATION | | | | | | |
| 1 | APRIL | 362364 | WEBSTER OIL SAFETY VALVE | 5809 | 04/30/2014 \$ | 78.35 |
| Total for 100-000-43236-6007 | | | | | | \$ 89.10 |

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| ===== | | | | | | |
| 100-000-43237-5110 | ELECTRICAL SERVICES | | | | | |
| VENDOR: RAPPAHANNOCK ELEC COMPANY | | | | | | |
| 4 | APRIL | 0801388888 | 313 E MAIN ST 02/10 - 03/1 | 5803 | 04/30/2014 \$ | 90.07 |
| 4 | APRIL | 4980388888 | 311 E MAIN ST 02/10 - 03/1 | 5803 | 04/30/2014 \$ | 743.77 |
| Total for 100-000-43237-5110 | | | | | | \$ 833.84 |
| 100-000-43237-5130 | WATER & SEWER SERVICES | | | | | |
| VENDOR: TOWN OF BERRYVILLE | | | | | | |
| 3 | APRIL | 2010600.00 98 | 313 E MAIN ST | 79582 | 04/15/2014 \$ | 24.05 |
| 3 | APRIL | 2010700.00 98 | 311 E MAIN ST | 79582 | 04/15/2014 \$ | 72.15 |
| Total for 100-000-43237-5130 | | | | | | \$ 96.20 |
| 100-000-52500-5620 | CIVIC CONTRIBUTIONS | | | | | |
| VENDOR: NORTHWESTERN COMMUNITY SERVICES | | | | | | |
| 1 | APRIL | 4TH QTR ALLOCA | 4TH QUARTER ALLOCATION | 79646 | 04/30/2014 \$ | 20,500.00 |
| 100-000-52900-5699 | CIVIC CONTRIBUTIONS | | | | | |
| VENDOR: NW WORKS, INC | | | | | | |
| 1 | APRIL | ANNUAL2014CONTR | ANNUAL 2014 CONTRIBUTION | 5801 | 04/30/2014 \$ | 750.00 |
| 100-000-71100-3320 | MAINTENANCE SERVICE CONTRACT | | | | | |
| VENDOR: DDL BUSINESS SYSTEMS LLC | | | | | | |
| 1 | APRIL | 56740 | 02/25 - 03/24 | 5700 | 04/15/2014 \$ | 175.71 |
| VENDOR: RICOH USA INC | | | | | | |
| 1 | APRIL | 5029971375 | 12/20 - 03/19 | 79562 | 04/15/2014 \$ | 32.63 |
| Total for 100-000-71100-3320 | | | | | | \$ 208.34 |
| 100-000-71100-5230 | TELECOMMUNICATIONS | | | | | |
| VENDOR: TREASURER OF VIRGINIA | | | | | | |
| 19 | APRIL | T271016 | FEBRUARY 2014 | 5701 | 04/15/2014 \$ | 13.00 |
| VENDOR: VERIZON | | | | | | |
| 18 | APRIL | 0000272688954Y | MAR 26 - APR 25 | 79591 | 04/15/2014 \$ | 50.13 |
| Total for 100-000-71100-5230 | | | | | | \$ 63.13 |
| 100-000-71100-5540 | TRAVEL CONVENTION & EDUCATION | | | | | |
| VENDOR: COOKE, LISA | | | | | | |
| 1 | APRIL | COOKE04152014 | TOLLS | 5773 | 04/30/2014 \$ | 11.80 |
| VENDOR: VA RECREATION AND PARK SOCIETY | | | | | | |
| 1 | APRIL | COOKE04152014 | CEU EQUIVALENCY PETITION A | 79668 | 04/30/2014 \$ | 15.00 |
| Total for 100-000-71100-5540 | | | | | | \$ 26.80 |
| 100-000-71100-6008 | VEHICLE AND EQUIPMENT FUEL | | | | | |
| VENDOR: MANSFIELD OIL COMPANY | | | | | | |
| 6 | APRIL | SQLCD/00077755 | 04/01 - 04/15 | 5796 | 04/30/2014 \$ | 18.87 |
| 100-000-71310-5830 | REFUNDS | | | | | |
| VENDOR: ANGIE SHAW | | | | | | |
| 1 | APRIL | 180873 | REFUND | 79568 | 04/15/2014 \$ | 130.00 |
| 100-000-71310-6013 | SUPPLIES - EDUCATIONAL AND REC | | | | | |
| VENDOR: WALMART COMMUNITY/GECRB | | | | | | |
| 21 | APRIL | 603220200056073 | REFUND | 79677 | 04/30/2014 \$ | 52.44-- |

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|--|-----------|-----------------|----------------------------|----------|---------------|-------------|
| 100-000-71310-6014 OTHER OPERATING SUPPLIES | | | | | | |
| VENDOR: BSN SPORTS, INC. | | | | | | |
| 1 | APRIL | 96006653 | BRUTE NYLON BASKETBALL NET | 79610 | 04/30/2014 \$ | 44.56 |
| VENDOR: GLOBAL EQUIPMENT COMPANY | | | | | | |
| 1 | APRIL | 106669256 | STEEL 2 IN 1 CONVERTIBLE | 79630 | 04/30/2014 \$ | 153.84 |
| 1 | APRIL | 106673196 | GYM WIPES PRO/ANTIBACTERIA | 79630 | 04/30/2014 \$ | 178.84 |
| VENDOR: WALMART COMMUNITY/GECRB | | | | | | |
| 19 | APRIL | 603220200056073 | DRAWER CART | 79677 | 04/30/2014 \$ | 10.98 |
| Total for 100-000-71310-6014 | | | | | | \$ 388.22 |
| 100-000-71310-6015 MERCHANDISE FOR RESALE | | | | | | |
| VENDOR: WALMART COMMUNITY/GECRB | | | | | | |
| 18 | APRIL | 603220200056073 | CHOCOLATE | 79677 | 04/30/2014 \$ | 128.03 |
| 100-000-71320-6014 OTHER OPERATING SUPPLIES | | | | | | |
| VENDOR: KIEFER | | | | | | |
| 1 | APRIL | 389042 | SPINEBOARD PACKAGE/VEST | 79636 | 04/30/2014 \$ | 711.97 |
| 100-000-71350-3100 PROFESSIONAL SERVICES | | | | | | |
| VENDOR: XTREME FIT STUDIO | | | | | | |
| 1 | APRIL | CHATMAN04152014 | ZUMBA/YOGA TONE/TOTAL FIT | 5769 | 04/30/2014 \$ | 945.49 |
| VENDOR: JOHNSTON, JANE | | | | | | |
| 1 | APRIL | JOHNSTO04012014 | FITT FOREVER/FLUID MOTION/ | 5717 | 04/15/2014 \$ | 486.50 |
| VENDOR: MONTGOMERY, CRISTEL DBA CHEER ERUPTIONS | | | | | | |
| 1 | APRIL | MONT04/01/2014 | GYMNASTICS CLASSES | 5732 | 04/15/2014 \$ | 762.30 |
| 2 | APRIL | MONT04/01/2014 | GYMNASTICS CLASSES | 5732 | 04/15/2014 \$ | 1,121.58 |
| VENDOR: OPUS OAKES, AN ART PLACE, INC. | | | | | | |
| 1 | APRIL | OAKS04012014 | BLACKSMITHING | 5736 | 04/15/2014 \$ | 609.00 |
| VENDOR: WINCHESTER PRINTERS, INC. | | | | | | |
| 2 | APRIL | 31121 | SPRING AND SUMMER CORE | 5820 | 04/30/2014 \$ | 192.00 |
| Total for 100-000-71350-3100 | | | | | | \$ 4,116.87 |
| 100-000-71350-3500 PRINTING AND BINDING | | | | | | |
| VENDOR: WINCHESTER PRINTERS, INC. | | | | | | |
| 1 | APRIL | 31121 | SPRING AND SUMMER CORE | 5820 | 04/30/2014 \$ | 2,480.00 |
| 100-000-71350-3600 ADVERTISING | | | | | | |
| VENDOR: THE OBSERVER | | | | | | |
| 1 | APRIL | 14031283 | BUSINESS AD | 79577 | 04/15/2014 \$ | 144.00 |
| VENDOR: WINCHESTER STAR | | | | | | |
| 1 | APRIL | 1651512 | EMPLOYMENT ADS | 5760 | 04/15/2014 \$ | 480.20 |
| Total for 100-000-71350-3600 | | | | | | \$ 624.20 |
| 100-000-71350-5540 TRAVEL CONVENTION & EDUCATION | | | | | | |
| VENDOR: BB&T FINANCIAL, FSB | | | | | | |
| 2 | APRIL | 6723-04/09/2014 | VIRGINIA REC AND PARKS SOC | 79607 | 04/30/2014 \$ | 90.00 |
| VENDOR: COOKE, LISA | | | | | | |
| 1 | APRIL | COOKE04012014 | SEMINAR L. COOKE AND SHANN | 5696 | 04/15/2014 \$ | 50.00 |
| VENDOR: VA RECREATION AND PARK SOCIETY | | | | | | |
| 1 | APRIL | MARTIN04152014 | CEU EQUIVALENCY PETITION A | 79668 | 04/30/2014 \$ | 15.00 |

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| Total for 100-000-71350-5540 | | | | | | \$ 155.00 |
| 100-000-71350-5810 | DUES,SUBSCRIPTIONS & MEMBERSHIPS | | | | | |
| VENDOR: | CLARKE COUNTY HEALTH DEPARTMENT | | | | | |
| 1 | APRIL | 3061182 | PROFESSIONAL SERVICES | 79525 | 04/15/2014 | \$ 13.99 |
| VENDOR: | VIRGINIA DEPT OF SOCIAL SVC | | | | | |
| 4 | APRIL | A-15534 | BACKGROUND CHECK | 79672 | 04/30/2014 | \$ 7.00 |
| Total for 100-000-71350-5810 | | | | | | \$ 20.99 |
| 100-000-71350-5830 | REFUNDS | | | | | |
| VENDOR: | DAY, SUSAN | | | | | |
| 1 | APRIL | 180961 | REFUND | 79534 | 04/15/2014 | \$ 250.00 |
| VENDOR: | MARY FERREN | | | | | |
| 1 | APRIL | 181319 | REFUND | 79628 | 04/30/2014 | \$ 64.00 |
| VENDOR: | JOANN KNOWLES | | | | | |
| 1 | APRIL | 181423 | REFUND | 79637 | 04/30/2014 | \$ 51.00 |
| VENDOR: | LEARY, KELLY | | | | | |
| 1 | APRIL | 181061 | REFUND | 79546 | 04/15/2014 | \$ 20.00 |
| VENDOR: | SHEREE VAN METER | | | | | |
| 1 | APRIL | 180939 | REFUND | 79549 | 04/15/2014 | \$ 28.00 |
| VENDOR: | LAURA PATTEN | | | | | |
| 1 | APRIL | 181316 | REFUND | 79649 | 04/30/2014 | \$ 68.00 |
| VENDOR: | MICHAEL SOCHA | | | | | |
| 1 | APRIL | 180732 | REFUND | 79570 | 04/15/2014 | \$ 48.00 |
| Total for 100-000-71350-5830 | | | | | | \$ 529.00 |
| 100-000-71350-6002 | SUPPLIES - FOOD | | | | | |
| VENDOR: | SCHENCK FOODS CO., INC. | | | | | |
| 1 | APRIL | 5881491 | FOOD | 79567 | 04/15/2014 | \$ 134.23 |
| 100-000-71350-6013 | SUPPLIES - EDUCATIONAL AND REC | | | | | |
| VENDOR: | BB&T FINANCIAL, FSB | | | | | |
| 1 | APRIL | 6723-04/09/2014 | SUNNYBUNNYEASTEREGGS.COM | 79607 | 04/30/2014 | \$ 83.47 |
| 3 | APRIL | 6723-04/09/2014 | ALL STAR HEALTH | 79607 | 04/30/2014 | \$ 23.94 |
| 4 | APRIL | 6723-04/09/2014 | BIG LOTS | 79607 | 04/30/2014 | \$ 14.74 |
| 5 | APRIL | 6723-04/09/2014 | PARTY CITY | 79607 | 04/30/2014 | \$ 37.02 |
| 7 | APRIL | 6723-04/09/2014 | KMART | 79607 | 04/30/2014 | \$ 48.56 |
| VENDOR: | ORIENTAL TRADING CO. | | | | | |
| 1 | APRIL | 662689333-01 | ASSORTMENT KITS | 79554 | 04/15/2014 | \$ 125.99 |
| VENDOR: | S & S WORLDWIDE | | | | | |
| 1 | APRIL | 8054140 | GAME RUG/SPECTRUM/LADDER B | 79565 | 04/15/2014 | \$ 423.84 |
| VENDOR: | WALMART COMMUNITY/GEGRB | | | | | |
| 20 | APRIL | 603220200056073 | TOYS, SUPPLIES | 79677 | 04/30/2014 | \$ 306.71 |
| Total for 100-000-71350-6013 | | | | | | \$ 1,064.27 |
| 100-000-71350-6014 | OTHER OPERATING SUPPLIES | | | | | |
| VENDOR: | BB&T FINANCIAL, FSB | | | | | |
| 6 | APRIL | 6723-04/09/2014 | BIG LOTS | 79607 | 04/30/2014 | \$ 38.50 |
| VENDOR: | BERRYVILLE TRUE VALUE HARDWARE | | | | | |
| 1 | APRIL | 67697 | 55140 - GROMMET | 5678 | 04/15/2014 | \$ 13.99 |
| VENDOR: | COSTCO WHOLESALE INC. #239 | | | | | |

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|--|-----------|-----------------|----------------------------|----------|---------------|-----------|
| 1 | APRIL | 023901002218 | CUPS/BATTERIES/WIPES | 79531 | 04/15/2014 \$ | 77.24 |
| Total for 100-000-71350-6014 | | | | | | \$ 129.73 |
| 100-000-73200-5699 CIVIC CONTRIBUTIONS | | | | | | |
| VENDOR: HANDLEY REGIONAL LIBRARY | | | | | | |
| 1 | APRIL | QUARTERLYAPPROP | APPROPRIATION APRIL MAY JU | 79542 | 04/15/2014 \$ | 45,529.75 |
| 100-000-81110-3140 ENGINEERING & ARCHITECTURAL | | | | | | |
| VENDOR: ANDERSON AND ASSOCIATES, INC. | | | | | | |
| 1 | APRIL | 0089801 | PROFESSIONAL SERVICES | 79598 | 04/30/2014 \$ | 480.00 |
| VENDOR: PIEDMONT GEOTECHNICAL, INC. | | | | | | |
| 1 | APRIL | 1634VA | PROFESSIONAL SERVICES | 5737 | 04/15/2014 \$ | 175.00 |
| Total for 100-000-81110-3140 | | | | | | \$ 655.00 |
| 100-000-81110-3500 PRINTING AND BINDING | | | | | | |
| VENDOR: COMMERCIAL PRESS | | | | | | |
| 1 | APRIL | 111013 | ENVELOPES | 5695 | 04/15/2014 \$ | 70.75 |
| 100-000-81110-5210 POSTAL SERVICES | | | | | | |
| VENDOR: FEDERAL EXPRESS CORPORATION | | | | | | |
| 1 | APRIL | 2-614-40357 | SHIPPING CHARGES | 79627 | 04/30/2014 \$ | 19.34 |
| 100-000-81110-5230 TELECOMMUNICATIONS | | | | | | |
| VENDOR: TREASURER OF VIRGINIA | | | | | | |
| 20 | APRIL | T271016 | FEBRUARY 2014 | 5701 | 04/15/2014 \$ | 6.64 |
| VENDOR: VERIZON | | | | | | |
| 19 | APRIL | 0000272688954Y | MAR 26 - APR 25 | 79591 | 04/15/2014 \$ | 15.10 |
| Total for 100-000-81110-5230 | | | | | | \$ 21.74 |
| 100-000-81110-6001 OFFICE SUPPLIES | | | | | | |
| VENDOR: BB&T FINANCIAL, FSB | | | | | | |
| 1 | APRIL | 6715-04/09/2014 | STAPLES | 79607 | 04/30/2014 \$ | 109.47 |
| 100-000-81600-3100 PROFESSIONAL SERVICES | | | | | | |
| VENDOR: HALL, MONAHAN, ENGLE, MAHAN & MITCHELL | | | | | | |
| 1 | APRIL | HALL04032014 | LEGAL SERVICES MARCH 2014 | 5712 | 04/15/2014 \$ | 2,105.00 |
| 100-000-81600-3160 BOARD MEMBER FEES | | | | | | |
| VENDOR: BOUFFAULT, ROBINA RICH | | | | | | |
| 1 | APRIL | PLANCOMM4042014 | PLAN COMM MEETING 04/01 & | 5684 | 04/15/2014 \$ | 100.00 |
| VENDOR: RANDY BUCKLEY | | | | | | |
| 1 | APRIL | PLANCOMM4042014 | PLAN COMM MEETING 04/01 & | 5688 | 04/15/2014 \$ | 100.00 |
| VENDOR: CALDWELL, ANNE | | | | | | |
| 1 | APRIL | PLANCOMM4042014 | PLAN COMM MEETING 04/01 & | 5689 | 04/15/2014 \$ | 100.00 |
| VENDOR: DOUGLAS KRUEH | | | | | | |
| 1 | APRIL | PLANCOMM4042014 | PLAN COMM MEETING 04/01 & | 5722 | 04/15/2014 \$ | 50.00 |
| VENDOR: NELSON, CLIFFORD M. | | | | | | |
| 1 | APRIL | PLANCOMM4042014 | PLAN COMM MEETING 04/01 & | 5733 | 04/15/2014 \$ | 100.00 |
| VENDOR: OHRSTROM II, GEORGE | | | | | | |
| 1 | APRIL | PLANCOMM4042014 | PLAN COMM MEETING 04/01 & | 5735 | 04/15/2014 \$ | 50.00 |
| VENDOR: STEINMETZ, WILLIAM A. | | | | | | |
| 1 | APRIL | PLANCOMM4042014 | PLAN COMM MEETING 04/01 & | 5749 | 04/15/2014 \$ | 50.00 |

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| VENDOR: TURKEL, JON | | | | | | |
| 1 | APRIL | PLANCOMM4042014 | PLAN COMM MEETING 04/01 & | 5754 | 04/15/2014 | \$ 100.00 |
| Total for 100-000-81600-3160 | | | | | | \$ 650.00 |
| 100-000-81800-3100 PROFESSIONAL SERVICES | | | | | | |
| VENDOR: KALBIAN, MARAL S. | | | | | | |
| 1 | APRIL | KALBIAN04072014 | PROFESSIONAL SERVICES | 5719 | 04/15/2014 | \$ 935.00 |
| 100-000-81800-3160 BOARD MEMBER FEES | | | | | | |
| VENDOR: CALDWELL, ANNE | | | | | | |
| 1 | APRIL | HISTCOMM032614 | HISTORIC PRES COMM 03/26 M | 5689 | 04/15/2014 | \$ 25.00 |
| VENDOR: CARTER, PAIGE | | | | | | |
| 1 | APRIL | HISTCOMM032614 | HISTORIC PRES COMM 03/26 M | 5690 | 04/15/2014 | \$ 25.00 |
| VENDOR: FIELDS, BETSY | | | | | | |
| 1 | APRIL | HISTCOMM032614 | HISTORIC PRES COMM 03/26 M | 5706 | 04/15/2014 | \$ 25.00 |
| VENDOR: HIATT, MARTY | | | | | | |
| 1 | APRIL | HISTCOMM032614 | HISTORIC PRES COMM 03/26 M | 5714 | 04/15/2014 | \$ 25.00 |
| VENDOR: DOUGLAS KRUEH | | | | | | |
| 1 | APRIL | HISTCOMM032614 | HISTORIC PRES COMM 03/26 M | 5722 | 04/15/2014 | \$ 25.00 |
| VENDOR: ROBIN YORK | | | | | | |
| 1 | APRIL | HISTCOMM032614 | HISTORIC PRES COMM 03/26 M | 5762 | 04/15/2014 | \$ 25.00 |
| Total for 100-000-81800-3160 | | | | | | \$ 150.00 |
| 100-000-82210-3000 PURCHASED SERVICES | | | | | | |
| VENDOR: FRIENDS OF THE SHENANDOAH RIVER | | | | | | |
| 1 | APRIL | #2 WQM | SERVICE 07/01 - 02/28/2014 | 5780 | 04/30/2014 | \$ 7,955.30 |
| VENDOR: U.S. GEOLOGICAL SURVEY | | | | | | |
| 3 | APRIL | 90243920 | APPRAISAL OF N. SHENANDOAH | 79667 | 04/30/2014 | \$ 7,500.00 |
| Total for 100-000-82210-3000 | | | | | | \$ 15,455.30 |
| 100-000-83100-5230 TELECOMMUNICATIONS | | | | | | |
| VENDOR: TREASURER OF VIRGINIA | | | | | | |
| 13 | APRIL | T271016 | FEBRUARY 2014 | 5701 | 04/15/2014 | \$ 11.68 |
| VENDOR: VERIZON | | | | | | |
| 20 | APRIL | 0000272688954Y | MAR 26 - APR 25 | 79591 | 04/15/2014 | \$ 6.04 |
| Total for 100-000-83100-5230 | | | | | | \$ 17.72 |
| TOTAL DEFINITION TYPE 0 : | | | | | | \$ 284,673.46 |
| TOTAL EXPENDITURES : | | | | | | \$ 284,673.46 |
| TOTAL for FISCAL YEAR 2014 : | | | | | | \$ 284,673.46 |
| TOTAL PAYMENTS : | | | | | | \$ 284,673.46 |

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|--|-----------|-------------------------------|----------------------------|----------|---------------|--------------|
| Fiscal Year: 2014 | | | | | | |
| EXPENDITURES | | | | | | |
| DEFINITION TYPE 0 | | | | | | |
| 231-000-31200-5530 TRAVEL SUBSISTANCE & LODGING | | | | | | |
| VENDOR: BB&T FINANCIAL, FSB | | | | | | |
| 5 | APRIL | 6640-04/09/2014 | THE TILTED KILT PUB HARRIS | 79607 | 04/30/2014 \$ | 62.52 |
| 231-000-31200-5540 TRAVEL CONVENTION & EDUCATION | | | | | | |
| VENDOR: GOLDEN SEAL ENTERPRISES | | | | | | |
| 1 | APRIL | 1838 | FIREARMS TRAINING ACADEMY | 79632 | 04/30/2014 \$ | 200.00 |
| VENDOR: HOMICIDE TRAINING, INC. | | | | | | |
| 1 | APRIL | 146-0003 | ROBBERY INVEST. COURSE TUI | 79633 | 04/30/2014 \$ | 195.00 |
| Total for 231-000-31200-5540 | | | | | | \$ 395.00 |
| 231-128-31200-5800 MISCELLANEOUS | | | | | | |
| VENDOR: ANYTIME FITNESS | | | | | | |
| 1 | APRIL | 932 | 3 GYM MEMBERSHIPS SUMPTION | 79599 | 04/30/2014 \$ | 150.00 |
| 231-128-31200-6001 MATERIALS AND SUPPLIES | | | | | | |
| VENDOR: BB&T FINANCIAL, FSB | | | | | | |
| 3 | APRIL | 6558-04/09/2014 | MARIO'S PIZZA BERRYVILLE V | 79607 | 04/30/2014 \$ | 52.00 |
| 235-000-82700-3100 PROFESSIONAL SERVICES | | | | | | |
| VENDOR: HALL, MONAHAN, ENGLE, MAHAN & MITCHELL | | | | | | |
| 3 | APRIL | HALL04032014 | LEGAL SERVICES MARCH 2014 | 5712 | 04/15/2014 \$ | 705.00 |
| 235-503-82700-8215 PURCHASE OF DEVELOPMENT RIGHTS | | | | | | |
| VENDOR: HALL, MONAHAN, ENGLE REAL ESTATE ACCOUN | | | | | | |
| 1 | APRIL | BAILEY PROPERTY CLOSING COSTS | BAILEY PROPE | 5786 | 04/30/2014 \$ | 70,729.00 |
| 301-800-94210-8105 MOTOR VEHICLES | | | | | | |
| VENDOR: COLONIAL FORD TRUCK SALES INC | | | | | | |
| 1 | APRIL | 22755 | 2015 FORD F250 | 79614 | 04/30/2014 \$ | 26,258.51 |
| 301-800-94278-8105 MOTOR VEHICLES | | | | | | |
| VENDOR: CHIEF SUPPLY CORP | | | | | | |
| 2 | APRIL | 426378 | POLICE SUPPLIES | 79611 | 04/30/2014 \$ | 279.96 |
| VENDOR: TRIPS AUTO & CAMPER SALES | | | | | | |
| 1 | APRIL | NISSANXTERRA | 2006 NISSAN XTERRA | 79666 | 04/30/2014 \$ | 13,750.00 |
| Total for 301-800-94278-8105 | | | | | | \$ 14,029.96 |
| 301-800-94289-3140 ENGINEERING & ARCHITECTURAL | | | | | | |
| VENDOR: U.S. GEOLOGICAL SURVEY | | | | | | |
| 1 | APRIL | 90243920 | APPRAISAL OF N. SHENANDOAH | 79667 | 04/30/2014 \$ | 7,500.00 |
| 2 | APRIL | 90243920 | APPRAISAL OF N. SHENANDOAH | 79667 | 04/30/2014 \$ | 7,500.00- |
| Total for 301-800-94289-3140 | | | | | | \$ 0.00 |
| 301-800-94299-8103 COMMUNICATION EQUIPMENT REPLACEMENT | | | | | | |
| VENDOR: SUITE OFFICE SYSTEMS, LLC | | | | | | |
| 1 | APRIL | 2222 | MICROPHONE SYSTEM | 5810 | 04/30/2014 \$ | 4,854.23 |
| 301-800-94318-3140 ENGINEERING & ARCHITECTURAL | | | | | | |

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|----------------------------|-----------|------------|----------------------------|----------|---------------|------------|
| ===== | | | | | | |
| VENDOR: CHESTER ENGINEERS | | | | | | |
| 1 | APRIL | 46827 | RENOVATION OF SHERIFFS BUI | 5692 | 04/15/2014 \$ | 5,410.90 |
| 301-800-94337-8201 | | | MACHINERY & EQUIPMENT | | | |
| VENDOR: MCDONALD, JERRY C. | | | | | | |
| 1 | APRIL | 1325 | BACKHOE/LABOR | 5730 | 04/15/2014 \$ | 312.50 |
| | | | TOTAL DEFINITION TYPE 0 | : | \$ | 122,959.62 |
| | | | TOTAL EXPENDITURES | : | \$ | 122,959.62 |
| | | | TOTAL for FISCAL YEAR 2014 | : | \$ | 122,959.62 |
| | | | TOTAL PAYMENTS | : | \$ | 122,959.62 |

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| ===== | | | | | | |
| Fiscal Year: 2014 | | | | | | |
| EXPENDITURES | | | | | | |
| DEFINITION TYPE 0 | | | | | | |
| 607-000-12510-3320 MAINTENANCE SERVICE CONTRACT | | | | | | |
| VENDOR: RICOH USA INC | | | | | | |
| 1 | APRIL | 5029994959 | 12/25 - 03/24 | 79562 | 04/15/2014 \$ | 224.75 |
| 607-000-12530-3000 PURCHASED SERVICES | | | | | | |
| VENDOR: ROCKHURST UNIVERSITY CONTINUING EDUC | | | | | | |
| 1 | APRIL | 751140077 | STAR12 ALL ACCES PASS | 79657 | 04/30/2014 \$ | 349.00 |
| 607-000-12530-4300 CENTRAL PURCHASING/STORE | | | | | | |
| VENDOR: INDEPENDENT STATIONERS | | | | | | |
| 1 | APRIL | IN-000403954 | PAPER/LABLE | 5716 | 04/15/2014 \$ | 85.73 |
| 1 | APRIL | IN-000407076 | STENO BOOK/TONER/FOLDER | 5716 | 04/15/2014 \$ | 163.24 |
| VENDOR: OFFICE DEPOT | | | | | | |
| 1 | APRIL | 702463303001 | STAPLE REMOVER | 79553 | 04/15/2014 \$ | 8.94 |
| 1 | APRIL | 702463464001 | PENS/STAPLE/TAPE | 79553 | 04/15/2014 \$ | 42.60 |
| VENDOR: QUILL CORPORATION | | | | | | |
| 1 | APRIL | 1698636 | SHREDDER SHEETST/TONER/CAR | 5739 | 04/15/2014 \$ | 414.98 |
| 1 | APRIL | 1714988 | STACKING BIN | 5739 | 04/15/2014 \$ | 31.94 |
| 1 | APRIL | 1891543 | TONER | 5802 | 04/30/2014 \$ | 203.70 |
| 1 | APRIL | 1911680 | STACKING BIN | 5802 | 04/30/2014 \$ | 48.56 |
| 1 | APRIL | 2007741 | TONER | 5802 | 04/30/2014 \$ | 500.63 |
| VENDOR: STAPLES TECHNOLOGY SOLUTIONS | | | | | | |
| 1 | APRIL | AHK548 | TONER | 79572 | 04/15/2014 \$ | 298.96 |
| 1 | APRIL | AJD375 | TONER | 79662 | 04/30/2014 \$ | 390.00 |
| Total for 607-000-12530-4300 | | | | | | \$ 2,189.28 |
| 607-000-12530-5230 TELECOMMUNICATIONS | | | | | | |
| VENDOR: TREASURER OF VIRGINIA | | | | | | |
| 14 | APRIL | T271016 | FEBRUARY 2014 | 5701 | 04/15/2014 \$ | 7.28 |
| VENDOR: VERIZON | | | | | | |
| 32 | APRIL | 0000272688954Y | MAR 26 - APR 25 | 79591 | 04/15/2014 \$ | 87.22 |
| Total for 607-000-12530-5230 | | | | | | \$ 94.50 |
| 607-000-12530-6001 OFFICE SUPPLIES | | | | | | |
| VENDOR: CDW GOVERNMENT | | | | | | |
| 1 | APRIL | K274876 | MSH NAT ERGO 4000 USB | 5768 | 04/30/2014 \$ | 28.64 |
| VENDOR: COMMERCIAL PRESS | | | | | | |
| 1 | APRIL | 111134 | ENVELOPES | 5695 | 04/15/2014 \$ | 222.50 |
| 1 | APRIL | 111217 | PAYMENT VOUCHER | 5772 | 04/30/2014 \$ | 63.25 |
| Total for 607-000-12530-6001 | | | | | | \$ 314.39 |
| TOTAL DEFINITION TYPE 0 : | | | | | | \$ 3,171.92 |
| TOTAL EXPENDITURES : | | | | | | \$ 3,171.92 |
| TOTAL for FISCAL YEAR 2014 : | | | | | | \$ 3,171.92 |
| TOTAL PAYMENTS : | | | | | | \$ 3,171.92 |

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 \$30,094 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 | (1,283,777) | (1,283,777) | |
| FY 14 Revenue Budget Adjustments | 1,056,262 | 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 | 0 | 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

CLARKE COUNTY
 PD-PJT-FUNC-OBJ EXPENDITURES SUMMARY REPORT DEFINITION TYPE #0
 for Fiscal Year 2014 (2013-2014 Fiscal Year)
 Posted Only Figures
 Executed By: gilleya

Page: 1
 Date: 05/05/14
 Time: 13:29:01

| Code | Description | Appropriations | Outstanding Encumbrances | Expenditures For APRIL | 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 | \$ 2,300.00 | \$ 1,150.00 | \$ 11,500.00 | \$ 0.00 | 100.00 |
| 2100 | FICA | \$ 1,056.00 | \$ 148.31 | \$ 74.15 | \$ 741.51 | \$ 166.18 | 84.26 |
| 2300 | HOSPITAL/MEDICAL PLANS | \$ 10,960.00 | \$ 1,884.14 | \$ 913.30 | \$ 9,133.00 | \$ 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 | \$ 1,647.30 | \$ 1,060.10 | \$ 2,694.60 | \$ 1,258.10 | 77.53 |
| 5210 | POSTAL SERVICES | \$ 300.00 | \$ 0.00 | \$ 0.00 | \$ 111.17 | \$ 188.83 | 37.06 |
| 5230 | TELECOMMUNICATIONS | \$ 0.00 | \$ 0.00 | \$ 3.33 | \$ 17.32 | \$ 17.32 | 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 | \$ 86.00 | \$ 985.51 | \$ 614.49 | 61.59 |
| 5810 | DUES,SUBSCRIPTIONS & MEMBERSHIPS | \$ 5,200.00 | \$ 0.00 | \$ 203.80 | \$ 4,652.88 | \$ 547.12 | 89.48 |
| 6001 | OFFICE SUPPLIES | \$ 500.00 | \$ 0.00 | \$ 0.00 | \$ 373.26 | \$ 126.74 | 74.65 |
| 11010 | BOARD OF SUPERVISORS | \$ 57,116.00 | \$ 5,979.75 | \$ 3,490.68 | \$ 40,360.69 | \$ 10,775.56 | 81.13 |
| FUNC 12110 COUNTY ADMINISTRATOR | | | | | | | |
| 1100 | SALARIES - REGULAR | \$ 215,195.00 | \$ 35,865.80 | \$ 17,932.92 | \$ 179,329.20 | \$ 0.00 | 100.00 |
| 1300 | SALARIES - PART TIME | \$ 0.00 | \$ 0.00 | \$ 243.75 | \$ 1,312.50 | \$ 1,312.50 | 100.00 |
| 2100 | FICA | \$ 16,462.00 | \$ 1,797.17 | \$ 1,331.50 | \$ 12,388.21 | \$ 2,276.62 | 86.17 |
| 2210 | VSRS - PLANS 1 AND 2 | \$ 26,125.00 | \$ 4,354.17 | \$ 2,177.05 | \$ 21,770.50 | \$ 0.33 | 100.00 |
| 2300 | HEALTH INSURANCE BENEFITS | \$ 19,688.00 | \$ 3,384.64 | \$ 1,640.64 | \$ 16,406.40 | \$ 103.04 | 100.52 |
| 2400 | LIFE INSURANCE | \$ 2,561.00 | \$ 426.72 | \$ 213.41 | \$ 2,134.10 | \$ 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 | \$ 0.00 | \$ 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 | \$ 144.72 | \$ 63.44 | \$ 562.41 | \$ 292.87 | 70.71 |
| 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 | \$ 39.78 | \$ 1,447.88 | \$ 552.12 | 44.79 |
| 6008 | VEHICLE AND EQUIPMENT FUEL | \$ 1,200.00 | \$ 0.00 | \$ 84.37 | \$ 905.42 | \$ 294.58 | 75.45 |
| 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 | \$ 65,906.98 | \$ 23,726.86 | \$ 237,882.42 | \$ 1,986.60 | 99.35 |
| 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 | \$ 2,531.00 | \$ 11,639.50 | \$ 18,360.50 | 38.80 |
| 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 |
| 6001 | SUPPLIES | \$ 0.00 | \$ 0.00 | \$ 439.00 | \$ 439.00 | \$ 439.00 | 100.00 |
| 12210 | LEGAL SERVICES | \$ 71,816.00 | \$ 0.00 | \$ 2,970.00 | \$ 17,567.88 | \$ 54,248.12 | 24.46 |
| FUNC 12310 COMMISSIONER OF REVENUE | | | | | | | |
| 1100 | SALARIES - REGULAR | \$ 139,602.00 | \$ 23,267.00 | \$ 11,633.50 | \$ 116,186.50 | \$ 148.50 | 99.89 |
| 2100 | FICA | \$ 10,680.00 | \$ 1,623.86 | \$ 811.93 | \$ 8,107.87 | \$ 948.27 | 91.12 |
| 2210 | VSRS - PLANS 1 AND 2 | \$ 16,948.00 | \$ 2,824.59 | \$ 1,412.31 | \$ 14,105.07 | \$ 18.34 | 99.89 |
| 2300 | HEALTH INSURANCE BENEFITS | \$ 20,184.00 | \$ 3,469.99 | \$ 1,682.01 | \$ 16,820.10 | \$ 106.09 | 100.53 |
| 2400 | LIFE INSURANCE | \$ 1,661.00 | \$ 276.95 | \$ 138.43 | \$ 1,382.53 | \$ 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 | \$ 0.00 | \$ 154.35 | \$ 54.35 | 154.35 |
| 3320 | MAINTENANCE SERVICE CONTRACTS | \$ 500.00 | \$ 97.30 | \$ 0.00 | \$ 3,522.70 | \$ 3,120.00 | 724.00 |
| 3500 | PRINTING AND BINDING | \$ 500.00 | \$ 0.00 | \$ 0.00 | \$ 178.89 | \$ 321.11 | 35.78 |

CLARKE COUNTY
 FD-PJT-FUNC-OBJ EXPENDITURES SUMMARY REPORT DEFINITION TYPE #0
 for Fiscal Year 2014 (2013-2014 Fiscal Year)
 Posted Only Figures
 Executed By: gilleya

Page: 2
 Date: 05/05/14
 Time: 13:29:01

| Code | Description | Appropriations | Outstanding Encumbrances | Expenditures For | Expenditures APRIL | Expenditures Year-to-Date | Available Balance | Percent Used |
|-------|--|----------------|--------------------------|------------------|--------------------|---------------------------|-------------------|--------------|
| 3600 | ADVERTISING | \$ 250.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 250.00 | 0.00 |
| 4100 | DATA PROCESSING | \$ 1,900.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 1,727.06 | \$ 172.94 | 90.90 |
| 5210 | POSTAL SERVICES | \$ 2,200.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 1,607.47 | \$ 592.53 | 73.07 |
| 5230 | TELECOMMUNICATIONS | \$ 600.00 | \$ 0.00 | \$ 10.81 | \$ 132.33 | \$ 467.67 | \$ 132.33 | 22.05 |
| 5510 | TRAVEL MILEAGE | \$ 300.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 447.17 | \$ 147.17 | 149.06 |
| 5540 | TRAVEL CONVENTION & EDUCATION | \$ 2,500.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 1,517.67 | \$ 982.33 | 60.71 |
| 5810 | DUES,SUBSCRIPTIONS & MEMBERSHIPS | \$ 800.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 285.00 | \$ 515.00 | 35.62 |
| 6001 | OFFICE SUPPLIES | \$ 1,100.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 907.35 | \$ 192.65 | 82.49 |
| 6012 | SUPPLIES - BOOKS AND SUBSCRIPTI | \$ 800.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 219.50 | \$ 580.50 | 27.44 |
| 12310 | COMMISSIONER OF REVENUE | \$ 200,755.00 | \$ 31,559.69 | \$ 15,688.99 | \$ 15,688.99 | \$ 167,409.53 | \$ 1,785.78 | 99.11 |
| | FUNC 12320 ASSESSOR | | | | | | | |
| 3320 | MAINTENANCE SERVICE CONTRACT | \$ 3,500.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 3,500.00 | 0.00 |
| | FUNC 12410 TREASURER | | | | | | | |
| 1100 | SALARIES - REGULAR | \$ 163,209.00 | \$ 28,234.00 | \$ 14,117.00 | \$ 138,538.35 | \$ 3,563.35 | \$ 102.18 | 102.18 |
| 2100 | FICA | \$ 12,486.00 | \$ 2,114.99 | \$ 1,057.44 | \$ 10,402.18 | \$ 31.17 | \$ 100.25 | 100.25 |
| 2210 | VSRS - PLANS 1 AND 2 | \$ 19,814.00 | \$ 3,427.63 | \$ 1,713.80 | \$ 16,804.37 | \$ 418.00 | \$ 102.11 | 102.11 |
| 2300 | HEALTH INSURANCE BENEFITS | \$ 10,960.00 | \$ 2,826.21 | \$ 1,369.95 | \$ 12,329.55 | \$ 4,195.76 | \$ 138.28 | 138.28 |
| 2400 | LIFE INSURANCE | \$ 1,942.00 | \$ 336.00 | \$ 167.99 | \$ 1,647.19 | \$ 41.19 | \$ 102.12 | 102.12 |
| 2700 | WORKER'S COMPENSATION | \$ 150.00 | \$ 0.00 | \$ 0.00 | \$ 126.47 | \$ 23.53 | \$ 84.31 | 84.31 |
| 2800 | OTHER FRINGE BENEFITS/LEAVE PAYO | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 308.40 | \$ 308.40 | \$ 100.00 | 100.00 |
| 3100 | PROFESSIONAL SERVICES | \$ 300.00 | \$ 0.00 | \$ 22.05 | \$ 220.50 | \$ 79.50 | \$ 73.50 | 73.50 |
| 3190 | DMV STOP FEES | \$ 0.00 | \$ 0.00 | \$ 80.00 | \$ 320.00 | \$ 320.00 | \$ 100.00 | 100.00 |
| 3320 | MAINTENANCE SERVICE CONTRACT | \$ 200.00 | \$ 0.00 | \$ 0.00 | \$ 124.04 | \$ 75.96 | \$ 62.02 | 62.02 |
| 3500 | PRINTING AND BINDING | \$ 9,000.00 | \$ 0.00 | \$ 0.00 | \$ 5,221.50 | \$ 3,778.50 | \$ 58.02 | 58.02 |
| 3600 | ADVERTISING | \$ 2,000.00 | \$ 0.00 | \$ 0.00 | \$ 646.00 | \$ 1,354.00 | \$ 32.30 | 32.30 |
| 5210 | POSTAL SERVICES | \$ 20,000.00 | \$ 0.00 | \$ 7,350.00 | \$ 17,384.05 | \$ 2,615.95 | \$ 86.92 | 86.92 |
| 5230 | TELECOMMUNICATIONS | \$ 1,600.00 | \$ 0.00 | \$ 7.31 | \$ 57.42 | \$ 1,542.58 | \$ 3.59 | 3.59 |
| 5306 | SURETY BONDS | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 100.00 | \$ 100.00 | \$ 100.00 | 100.00 |
| 5510 | TRAVEL MILEAGE | \$ 150.00 | \$ 0.00 | \$ 210.56 | \$ 285.14 | \$ 135.14 | \$ 190.09 | 190.09 |
| 5540 | TRAVEL CONVENTION & EDUCATION | \$ 1,600.00 | \$ 0.00 | \$ 579.60 | \$ 1,525.94 | \$ 74.06 | \$ 95.37 | 95.37 |
| 5810 | DUES,SUBSCRIPTIONS & MEMBERSHIPS | \$ 900.00 | \$ 0.00 | \$ 0.00 | \$ 680.00 | \$ 220.00 | \$ 75.56 | 75.56 |
| 6001 | OFFICE SUPPLIES | \$ 4,100.00 | \$ 0.00 | \$ 127.00 | \$ 1,135.01 | \$ 2,964.99 | \$ 27.68 | 27.68 |
| 6022 | SUPPLIES - DOG TAGS | \$ 750.00 | \$ 0.00 | \$ 0.00 | \$ 743.00 | \$ 7.00 | \$ 99.07 | 99.07 |
| 12410 | TREASURER | \$ 249,161.00 | \$ 36,938.83 | \$ 26,802.70 | \$ 208,599.11 | \$ 3,623.06 | \$ 98.55 | 98.55 |
| | FUNC 12510 DATA PROCESSING | | | | | | | |
| 1100 | SALARIES - REGULAR | \$ 122,425.00 | \$ 20,404.20 | \$ 10,202.08 | \$ 102,020.80 | \$ 0.00 | \$ 100.00 | 100.00 |
| 1300 | SALARIES - PART TIME | \$ 0.00 | \$ 0.00 | \$ 120.00 | \$ 1,920.00 | \$ 1,920.00 | \$ 100.00 | 100.00 |
| 2100 | FICA | \$ 9,366.00 | \$ 1,459.03 | \$ 738.67 | \$ 7,441.76 | \$ 465.21 | \$ 95.03 | 95.03 |
| 2210 | VSRS - PLANS 1 AND 2 | \$ 14,862.00 | \$ 2,477.00 | \$ 1,238.54 | \$ 12,385.40 | \$ 0.40 | \$ 100.00 | 100.00 |
| 2300 | HOSPITAL/MEDICAL PLANS | \$ 14,208.00 | \$ 2,442.57 | \$ 1,183.99 | \$ 11,839.90 | \$ 74.47 | \$ 100.52 | 100.52 |
| 2400 | LIFE INSURANCE | \$ 1,457.00 | \$ 242.75 | \$ 121.41 | \$ 1,214.10 | \$ 0.15 | \$ 99.99 | 99.99 |
| 2700 | WORKER'S COMPENSATION | \$ 115.00 | \$ 0.00 | \$ 0.00 | \$ 103.29 | \$ 11.71 | \$ 89.82 | 89.82 |
| 3100 | PROFESSIONAL SERVICES | \$ 22,000.00 | \$ 1,300.00 | \$ 200.00 | \$ 5,707.00 | \$ 14,993.00 | \$ 31.85 | 31.85 |
| 3320 | MAINTENANCE SERVICE CONTRACT | \$ 40,000.00 | \$ 4,316.97 | \$ 4,807.12 | \$ 44,328.93 | \$ 8,645.90 | \$ 121.61 | 121.61 |
| 5210 | POSTAL SERVICES | \$ 100.00 | \$ 0.00 | \$ 0.00 | \$ 4.99 | \$ 95.01 | \$ 4.99 | 4.99 |
| 5230 | TELECOMMUNICATIONS | \$ 35,000.00 | \$ 2,479.29 | \$ 2,117.44 | \$ 34,970.64 | \$ 2,449.93 | \$ 107.00 | 107.00 |
| 5410 | LEASE OF EQUIPMENT | \$ 0.00 | \$ 516.00 | \$ 0.00 | \$ 1,548.00 | \$ 2,064.00 | \$ 100.00 | 100.00 |
| 5540 | TRAVEL CONVENTION & EDUCATION | \$ 500.00 | \$ 0.00 | \$ 0.00 | \$ 112.97 | \$ 387.03 | \$ 22.59 | 22.59 |
| 6001 | OFFICE SUPPLIES | \$ 1,500.00 | \$ 0.00 | \$ 49.71 | \$ 338.57 | \$ 1,161.43 | \$ 22.57 | 22.57 |
| 8207 | EDP EQUIPMENT ADDITIONS | \$ 18,000.00 | \$ 0.00 | \$ 10,063.49 | \$ 15,730.44 | \$ 2,269.56 | \$ 87.39 | 87.39 |
| 12510 | DATA PROCESSING | \$ 279,533.00 | \$ 35,637.81 | \$ 30,842.45 | \$ 239,666.79 | \$ 4,228.40 | \$ 98.49 | 98.49 |
| | FUNC 13100 ELECTORAL BOARD AND OFFICIALS | | | | | | | |
| 1300 | SALARIES - PART TIME | \$ 6,014.00 | \$ 0.00 | \$ 0.00 | \$ 4,114.28 | \$ 1,899.72 | \$ 68.41 | 68.41 |
| 2100 | FICA | \$ 461.00 | \$ 0.00 | \$ 0.00 | \$ 314.73 | \$ 146.27 | \$ 68.27 | 68.27 |
| 3000 | PURCHASED SERVICES | \$ 5,300.00 | \$ 0.00 | \$ 0.00 | \$ 3,476.36 | \$ 1,823.64 | \$ 65.59 | 65.59 |
| 3160 | BOARD MEMBER FEES | \$ 7,975.00 | \$ 0.00 | \$ 0.00 | \$ 4,637.32 | \$ 3,337.68 | \$ 58.15 | 58.15 |
| 3320 | MAINTENANCE SERVICE CONTRACT | \$ 5,000.00 | \$ 0.00 | \$ 0.00 | \$ 4,701.86 | \$ 298.14 | \$ 94.04 | 94.04 |
| 3500 | PRINTING AND BINDING | \$ 2,576.00 | \$ 0.00 | \$ 0.00 | \$ 348.69 | \$ 2,227.31 | \$ 13.54 | 13.54 |
| 3600 | ADVERTISING | \$ 340.00 | \$ 0.00 | \$ 0.00 | \$ 115.60 | \$ 224.40 | \$ 34.00 | 34.00 |
| 5210 | POSTAL SERVICES | \$ 1,500.00 | \$ 0.00 | \$ 0.00 | \$ 933.33 | \$ 566.67 | \$ 62.22 | 62.22 |

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| Code | Description | Appropriations | Outstanding Encumbrances | Expenditures For | Expenditures APRIL | Expenditures Year-to-Date | Available Balance | Percent Used |
|-------|---|----------------|--------------------------|------------------|--------------------|---------------------------|-------------------|--------------|
| 5400 | LEASES AND RENTALS | \$ 1,050.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 525.00 | \$ 525.00 | 50.00 |
| 5510 | TRAVEL MILEAGE | \$ 350.00 | \$ 0.00 | \$ 126.07 | \$ 126.07 | \$ 283.62 | \$ 66.38 | 81.03 |
| 5540 | TRAVEL CONVENTION & EDUCATION | \$ 600.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 594.68 | \$ 5.32 | 99.11 |
| 5810 | DUES,SUBSCRIPTIONS & MEMBERSHIPS | \$ 150.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 125.00 | \$ 25.00 | 83.33 |
| 6000 | MATERIAL AND SUPPLIES | \$ 1,670.00 | \$ 0.00 | \$ 13.25 | \$ 13.25 | \$ 694.98 | \$ 975.02 | 41.62 |
| 8201 | MACHINERY & EQUIPMENT | \$ 2,184.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 2,184.00 | \$ 0.00 | 100.00 |
| 13100 | ELECTORAL BOARD AND OFFICIALS | \$ 35,170.00 | \$ 0.00 | \$ 139.32 | \$ 139.32 | \$ 23,049.45 | \$ 12,120.55 | 65.54 |
| | FUNC 13200 REGISTRAR | | | | | | | |
| 1100 | SALARIES - REGULAR | \$ 46,783.00 | \$ 7,805.31 | \$ 3,902.67 | \$ 3,902.67 | \$ 38,918.28 | \$ 59.41 | 99.87 |
| 1300 | SALARIES - PART TIME | \$ 8,840.00 | \$ 0.00 | \$ 505.25 | \$ 505.25 | \$ 5,919.65 | \$ 2,920.35 | 66.96 |
| 2100 | FICA | \$ 4,256.00 | \$ 600.01 | \$ 338.66 | \$ 338.66 | \$ 3,444.50 | \$ 211.49 | 95.03 |
| 2210 | VSRS - PLANS 1 AND 2 | \$ 5,679.00 | \$ 947.60 | \$ 473.78 | \$ 473.78 | \$ 4,724.64 | \$ 6.76 | 99.88 |
| 2400 | LIFE INSURANCE | \$ 557.00 | \$ 92.90 | \$ 46.44 | \$ 46.44 | \$ 463.11 | \$ 0.99 | 99.82 |
| 2700 | WORKER'S COMPENSATION | \$ 50.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 35.67 | \$ 14.33 | 71.34 |
| 3310 | REPAIR & MAINTENANCE | \$ 200.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 200.00 | 0.00 |
| 3320 | MAINTENANCE & SERVICE CONTRACT | \$ 180.00 | \$ 133.55 | \$ 0.00 | \$ 0.00 | \$ 70.45 | \$ 24.00 | 113.33 |
| 5230 | TELECOMMUNICATIONS | \$ 900.00 | \$ 149.72 | \$ 54.94 | \$ 54.94 | \$ 481.41 | \$ 268.87 | 70.13 |
| 5510 | TRAVEL MILEAGE | \$ 150.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 208.99 | \$ 58.99 | 139.33 |
| 5540 | TRAVEL CONVENTION & EDUCATION | \$ 850.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 901.75 | \$ 51.75 | 106.09 |
| 5810 | DUES,SUBSCRIPTIONS & MEMBERSHIPS | \$ 150.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 140.00 | \$ 10.00 | 93.33 |
| 6001 | OFFICE SUPPLIES | \$ 725.00 | \$ 0.00 | \$ 33.49 | \$ 33.49 | \$ 339.71 | \$ 385.29 | 46.86 |
| 13200 | REGISTRAR | \$ 69,320.00 | \$ 9,729.09 | \$ 5,355.23 | \$ 5,355.23 | \$ 55,648.16 | \$ 3,942.75 | 94.31 |
| | FUNC 21100 CIRCUIT COURT | | | | | | | |
| 5841 | COMPENSATION OF JURORS | \$ 1,800.00 | \$ 0.00 | \$ 210.00 | \$ 210.00 | \$ 720.00 | \$ 1,080.00 | 40.00 |
| 5842 | JURY COMMISSIONERS | \$ 180.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 180.00 | \$ 0.00 | 100.00 |
| 7001 | SHARED COURT SERVICES | \$ 9,500.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 9,441.06 | \$ 58.94 | 99.38 |
| 21100 | CIRCUIT COURT | \$ 11,480.00 | \$ 0.00 | \$ 210.00 | \$ 210.00 | \$ 10,341.06 | \$ 1,138.94 | 90.08 |
| | FUNC 21200 GENERAL DISTRICT COURT | | | | | | | |
| 3150 | LEGAL | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 885.25 | \$ 885.25 | 100.00 |
| 3320 | MAINTENANCE SERVICE CONTRACT | \$ 0.00 | \$ 96.65 | \$ 0.00 | \$ 0.00 | \$ 143.35 | \$ 240.00 | 100.00 |
| 5210 | POSTAL SERVICES | \$ 980.00 | \$ 652.00 | \$ 0.00 | \$ 0.00 | \$ 430.00 | \$ 102.00 | 110.41 |
| 5230 | TELECOMMUNICATIONS | \$ 1,900.00 | \$ 0.00 | \$ 436.11 | \$ 436.11 | \$ 2,334.41 | \$ 434.41 | 122.86 |
| 6001 | OFFICE SUPPLIES | \$ 1,200.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 586.99 | \$ 613.01 | 48.92 |
| 6012 | SUPPLIES - BOOKS AND SUBSCRIPTI | \$ 600.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 137.34 | \$ 462.66 | 22.89 |
| 21200 | GENERAL DISTRICT COURT | \$ 4,680.00 | \$ 748.65 | \$ 436.11 | \$ 436.11 | \$ 4,517.34 | \$ 585.99 | 112.52 |
| | FUNC 21300 MAGISTRATE | | | | | | | |
| 5230 | TELECOMMUNICATIONS | \$ 400.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 85.51 | \$ 314.49 | 21.38 |
| | FUNC 21500 JUVENILE & DOMESTIC RELATIONS OFFICE | | | | | | | |
| 3320 | MAINTENANCE SERVICE CONTRACT | \$ 421.00 | \$ 195.47 | \$ 196.56 | \$ 196.56 | \$ 454.53 | \$ 229.00 | 154.39 |
| 5210 | POSTAL SERVICES | \$ 450.00 | \$ 372.00 | \$ 0.00 | \$ 0.00 | \$ 379.00 | \$ 301.00 | 166.89 |
| 5230 | TELECOMMUNICATIONS | \$ 700.00 | \$ 0.00 | \$ 50.84 | \$ 50.84 | \$ 453.23 | \$ 246.77 | 64.75 |
| 5810 | DUES,SUBSCRIPTIONS & MEMBERSHIPS | \$ 100.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 40.00 | \$ 60.00 | 40.00 |
| 6001 | OFFICE SUPPLIES | \$ 1,000.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 385.38 | \$ 614.62 | 38.54 |
| 21500 | JUVENILE & DOMESTIC RELATIONS OF | \$ 2,671.00 | \$ 567.47 | \$ 247.40 | \$ 247.40 | \$ 1,712.14 | \$ 391.39 | 85.35 |
| | FUNC 21600 CLERK OF THE CIRCUIT COURT | | | | | | | |
| 1100 | SALARIES - REGULAR | \$ 165,828.00 | \$ 27,637.82 | \$ 13,818.91 | \$ 13,818.91 | \$ 137,982.12 | \$ 208.06 | 99.87 |
| 2100 | FICA | \$ 12,686.00 | \$ 2,143.32 | \$ 1,071.67 | \$ 1,071.67 | \$ 10,699.92 | \$ 157.24 | 101.24 |
| 2210 | VSRS - PLANS 1 AND 2 | \$ 20,132.00 | \$ 3,355.28 | \$ 1,677.61 | \$ 1,677.61 | \$ 16,750.98 | \$ 25.74 | 99.87 |
| 2300 | HEALTH INSURANCE BENEFITS | \$ 10,960.00 | \$ 1,884.14 | \$ 913.30 | \$ 913.30 | \$ 9,133.00 | \$ 57.14 | 100.52 |
| 2400 | LIFE INSURANCE | \$ 1,973.00 | \$ 328.93 | \$ 164.44 | \$ 164.44 | \$ 1,641.94 | \$ 2.13 | 99.89 |
| 2700 | WORKER'S COMPENSATION | \$ 155.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 127.96 | \$ 27.04 | 82.55 |
| 3100 | PROFESSIONAL SERVICES | \$ 13,700.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 3,473.66 | \$ 10,226.34 | 25.36 |
| 3320 | MAINTENANCE SERVICE CONTRACT | \$ 900.00 | \$ 0.00 | \$ 11,234.60 | \$ 11,234.60 | \$ 11,720.60 | \$ 10,820.60 | 1302.29 |
| 3500 | PRINTING AND BINDING | \$ 300.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 300.00 | \$ 0.00 | 100.00 |
| 3510 | MICROFILMING | \$ 7,000.00 | \$ 0.00 | \$ 442.65 | \$ 442.65 | \$ 5,082.24 | \$ 1,917.76 | 72.60 |
| 5210 | POSTAL SERVICES | \$ 2,800.00 | \$ 0.00 | \$ 196.00 | \$ 196.00 | \$ 1,571.69 | \$ 1,228.31 | 56.13 |

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|-------|--------------------------------------|-----------------|--------------------------|------------------------|---------------------------|-------------------|--------------|
| 5230 | TELECOMMUNICATIONS | \$ 900.00 | \$ 0.00 | \$ 75.79 | \$ 659.60 | \$ 240.40 | 73.29 |
| 6001 | OFFICE SUPPLIES | \$ 6,500.00 | \$ 0.00 | \$ 254.55 | \$ 5,758.64 | \$ 741.36 | 88.59 |
| 21600 | CLERK OF THE CIRCUIT COURT | \$ 243,834.00 | \$ 35,349.49 | \$ 29,849.52 | \$ 204,902.35 | \$ 3,582.16 | 98.53 |
| | FUNC 21900 VICTIM/WITNESS PROGRAM | | | | | | |
| 1300 | SALARIES - PART TIME | \$ 28,965.00 | \$ 4,827.51 | \$ 2,413.75 | \$ 24,137.50 | \$ 0.01 | 100.00 |
| 2100 | FICA | \$ 2,217.00 | \$ 364.74 | \$ 182.42 | \$ 1,824.20 | \$ 28.06 | 98.73 |
| 2210 | VSRS - PLANS 1 AND 2 | \$ 3,516.00 | \$ 586.05 | \$ 293.03 | \$ 2,930.30 | \$ 0.35 | 100.01 |
| 2300 | Health Insurance | \$ 5,177.00 | \$ 942.07 | \$ 456.65 | \$ 4,566.50 | \$ 331.57 | 106.40 |
| 2400 | LIFE INSURANCE | \$ 345.00 | \$ 74.00 | \$ 37.02 | \$ 370.20 | \$ 99.20 | 128.75 |
| 2700 | WORKER'S COMPENSATION | \$ 40.00 | \$ 0.00 | \$ 0.00 | \$ 29.24 | \$ 10.76 | 73.10 |
| 5230 | TELECOMMUNICATIONS | \$ 0.00 | \$ 0.00 | \$ 15.57 | \$ 130.29 | \$ 130.29 | 100.00 |
| 21900 | VICTIM/WITNESS PROGRAM | \$ 40,260.00 | \$ 6,794.37 | \$ 3,398.44 | \$ 33,988.23 | \$ 522.60 | 101.30 |
| | FUNC 21930 BLUE RIDGE LEGAL SERVICES | | | | | | |
| 5699 | CIVIC CONTRIBUTIONS | \$ 1,500.00 | \$ 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 | \$ 3,759.00 | \$ 0.00 | 100.00 |
| | FUNC 22100 COMMONWEALTH'S ATTORNEY | | | | | | |
| 1100 | SALARIES -- REGULAR | \$ 188,734.00 | \$ 31,455.85 | \$ 15,727.90 | \$ 154,863.29 | \$ 2,414.86 | 98.72 |
| 1300 | SALARIES -- PART TIME | \$ 12,300.00 | \$ 0.00 | \$ 1,144.00 | \$ 10,536.00 | \$ 1,764.00 | 85.66 |
| 2100 | FICA | \$ 15,379.00 | \$ 2,751.19 | \$ 1,462.35 | \$ 13,598.04 | \$ 970.23 | 106.31 |
| 2210 | VSRS -- PLANS 1 AND 2 | \$ 21,343.00 | \$ 3,576.63 | \$ 1,788.30 | \$ 17,851.35 | \$ 84.98 | 100.40 |
| 2300 | HEALTH INSURANCE BENEFITS | \$ 10,863.00 | \$ 1,884.14 | \$ 913.30 | \$ 9,133.00 | \$ 154.14 | 101.42 |
| 2400 | LIFE INSURANCE | \$ 2,092.00 | \$ 350.55 | \$ 175.30 | \$ 1,749.89 | \$ 8.44 | 100.40 |
| 2700 | WORKER'S COMPENSATION | \$ 180.00 | \$ 0.00 | \$ 0.00 | \$ 157.58 | \$ 22.42 | 87.54 |
| 3320 | MAINTENANCE SERVICE CONTRACT | \$ 750.00 | \$ 32.95 | \$ 95.85 | \$ 351.45 | \$ 365.60 | 51.25 |
| 5210 | POSTAL SERVICES | \$ 1,100.00 | \$ 0.00 | \$ 0.00 | \$ 683.15 | \$ 416.85 | 62.10 |
| 5230 | TELECOMMUNICATIONS | \$ 600.00 | \$ 0.00 | \$ 19.32 | \$ 206.45 | \$ 393.55 | 34.41 |
| 5540 | TRAVEL CONVENTION & EDUCATION | \$ 3,500.00 | \$ 0.00 | \$ 225.31 | \$ 225.31 | \$ 3,274.69 | 6.44 |
| 5549 | WITNESS TRAVEL EXPENDITURES | \$ 800.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 800.00 | 0.00 |
| 5810 | DUES,SUBSCRIPTIONS & MEMBERSHIPS | \$ 800.00 | \$ 0.00 | \$ 375.00 | \$ 645.00 | \$ 155.00 | 80.62 |
| 6001 | OFFICE SUPPLIES | \$ 1,500.00 | \$ 0.00 | \$ 48.30 | \$ 1,064.39 | \$ 435.61 | 70.96 |
| 6012 | SUPPLIES -- BOOKS AND SUBSCRIPTI | \$ 1,000.00 | \$ 0.00 | \$ 0.00 | \$ 662.70 | \$ 337.30 | 66.27 |
| 8202 | FURNITURE & FIXTURES ADDITIONS | \$ 1,550.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 1,550.00 | 0.00 |
| 22100 | COMMONWEALTH'S ATTORNEY | \$ 262,491.00 | \$ 40,051.31 | \$ 21,974.93 | \$ 211,727.60 | \$ 10,712.09 | 95.92 |
| | FUNC 31200 SHERIFF | | | | | | |
| 1100 | SALARIES -- REGULAR | \$ 1,027,965.00 | \$ 176,167.83 | \$ 86,916.45 | \$ 825,951.31 | \$ 25,845.86 | 97.49 |
| 1300 | SALARIES -- PART TIME | \$ 20,000.00 | \$ 0.00 | \$ 4,029.77 | \$ 18,447.00 | \$ 1,553.00 | 92.23 |
| 2100 | FICA | \$ 80,275.00 | \$ 12,476.96 | \$ 6,476.57 | \$ 59,734.73 | \$ 8,063.31 | 89.96 |
| 2210 | VSRS - PLANS 1 AND 2 | \$ 125,977.00 | \$ 21,386.77 | \$ 10,322.82 | \$ 99,714.16 | \$ 4,876.07 | 96.13 |
| 2300 | HEALTH INSURANCE BENEFITS | \$ 124,543.00 | \$ 22,064.38 | \$ 10,465.98 | \$ 105,150.86 | \$ 2,672.24 | 102.15 |
| 2400 | LIFE INSURANCE | \$ 12,360.00 | \$ 2,096.40 | \$ 1,011.86 | \$ 9,774.12 | \$ 489.48 | 96.04 |
| 2700 | WORKER'S COMPENSATION | \$ 11,800.00 | \$ 0.00 | \$ 0.00 | \$ 11,467.68 | \$ 332.32 | 97.18 |
| 2860 | LINE OF DUTY BENEFITS | \$ 7,100.00 | \$ 0.00 | \$ 0.00 | \$ 6,834.32 | \$ 265.68 | 96.26 |
| 3100 | PROFESSIONAL SERVICES | \$ 7,000.00 | \$ 0.00 | \$ 218.36 | \$ 1,117.63 | \$ 5,882.37 | 15.97 |
| 3310 | REPAIR & MAINTENANCE | \$ 9,000.00 | \$ 4,644.00 | \$ 927.00 | \$ 8,344.71 | \$ 3,988.71 | 144.32 |
| 3320 | MAINTENANCE SERVICE CONTRACT | \$ 18,390.00 | \$ 1,231.84 | \$ 2,142.00 | \$ 31,526.41 | \$ 14,368.25 | 178.13 |
| 3350 | INSURED REPAIRS | \$ 500.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 500.00 | 0.00 |
| 5210 | POSTAL SERVICES | \$ 2,000.00 | \$ 0.00 | \$ 323.43 | \$ 1,847.14 | \$ 152.86 | 92.36 |
| 5230 | TELECOMMUNICATIONS | \$ 12,000.00 | \$ 5,000.99 | \$ 1,344.73 | \$ 12,468.43 | \$ 5,469.42 | 145.58 |
| 5305 | MOTOR VEHICLE INSURANCE | \$ 13,000.00 | \$ 0.00 | \$ 0.00 | \$ 13,338.00 | \$ 338.00 | 102.60 |
| 5530 | TRAVEL SUBSISTANCE & LODGING | \$ 7,000.00 | \$ 0.00 | \$ 620.76 | \$ 5,171.59 | \$ 1,828.41 | 73.88 |
| 5540 | TRAVEL CONVENTION & EDUCATION | \$ 2,500.00 | \$ 0.00 | \$ 100.00 | \$ 3,011.17 | \$ 511.17 | 120.45 |
| 5800 | MISCELLANEOUS CHARGES | \$ 1,000.00 | \$ 0.00 | \$ 0.00 | \$ 142.85 | \$ 857.15 | 14.29 |
| 5810 | DUES,SUBSCRIPTIONS & MEMBERSHIPS | \$ 2,500.00 | \$ 0.00 | \$ 0.00 | \$ 2,226.00 | \$ 274.00 | 89.04 |
| 6001 | OFFICE SUPPLIES | \$ 4,000.00 | \$ 0.00 | \$ 559.90 | \$ 8,245.68 | \$ 4,245.68 | 206.14 |
| 6007 | REPAIR AND MAINTENANCE SUPPLIES | \$ 33,900.00 | \$ 2,443.90 | \$ 1,016.26 | \$ 13,055.63 | \$ 18,400.47 | 45.72 |
| 6008 | VEHICLE AND EQUIPMENT FUEL | \$ 75,000.00 | \$ 0.00 | \$ 6,034.00 | \$ 52,055.29 | \$ 22,944.71 | 69.41 |
| 6010 | POLICE SUPPLIES | \$ 5,500.00 | \$ 0.00 | \$ 236.50 | \$ 2,754.01 | \$ 2,745.99 | 50.07 |
| 6011 | UNIFORM AND WEARING APPAREL | \$ 6,500.00 | \$ 0.00 | \$ 799.17 | \$ 4,153.32 | \$ 2,346.68 | 63.90 |

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|--|----------------------------------|-----------------|--------------------------|------------------|--------------------|---------------------------|-------------------|--------------|
| 6017 | SUPPLIES - AMMUNITION | \$ 9,000.00 | \$ 0.00 | \$ 0.00 | \$ 8,977.03 | \$ 22.97 | 99.74 | |
| 6024 | INSURED REPAIRS | \$ 11,000.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 11,000.00 | 0.00 | |
| 31200 | SHERIFF | \$ 1,629,810.00 | \$ 247,513.07 | \$ 133,545.56 | \$ 1,305,509.07 | \$ 76,787.86 | 95.29 | |
| 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 | \$ 2,352.83 | \$ 7,055.49 | \$ 5,444.51 | 56.44 | |
| FUNC 32100 EMERGENCY MEDICAL SERVICES | | | | | | | | |
| 1100 | SALARIES - REGULAR | \$ 257,022.00 | \$ 30,980.04 | \$ 18,834.38 | \$ 213,038.03 | \$ 13,003.93 | 94.94 | |
| 1300 | SALARIES - PART TIME | \$ 43,000.00 | \$ 0.00 | \$ 4,242.00 | \$ 22,149.00 | \$ 20,851.00 | 51.51 | |
| 2100 | FICA | \$ 21,037.00 | \$ 2,050.47 | \$ 1,595.54 | \$ 16,299.85 | \$ 2,686.68 | 87.23 | |
| 2210 | VSRS - PLANS 1 AND 2 | \$ 22,924.00 | \$ 3,819.19 | \$ 1,910.30 | \$ 19,103.00 | \$ 1.81 | 99.99 | |
| 2300 | HEALTH INSURANCE BENEFITS | \$ 33,820.00 | \$ 5,814.26 | \$ 2,818.35 | \$ 28,183.50 | \$ 177.76 | 100.53 | |
| 2400 | LIFE INSURANCE | \$ 2,247.00 | \$ 374.44 | \$ 187.24 | \$ 1,872.40 | \$ 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 | \$ 44.60 | \$ 424.86 | \$ 375.14 | 53.11 | |
| 5540 | TRAVEL CONVENTION & EDUCATION | \$ 100.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 100.00 | 0.00 | |
| 6001 | OFFICE SUPPLIES | \$ 400.00 | \$ 0.00 | \$ 70.75 | \$ 70.75 | \$ 329.25 | 17.69 | |
| 6008 | VEHICLE AND EQUIPMENT FUEL | \$ 1,500.00 | \$ 0.00 | \$ 63.69 | \$ 737.40 | \$ 762.60 | 49.16 | |
| 6011 | UNIFORM AND WEARING APPAREL | \$ 1,100.00 | \$ 0.00 | \$ 0.00 | \$ 275.20 | \$ 824.80 | 25.02 | |
| 32100 | EMERGENCY MEDICAL SERVICES | \$ 401,110.00 | \$ 43,038.40 | \$ 29,766.85 | \$ 316,617.64 | \$ 41,453.96 | 89.67 | |
| 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 | \$ 20,000.00 | \$ 20,000.00 | \$ 0.00 | 100.00 | |
| 32200 | VOLUNTEER FIRE COMPANIES | \$ 61,207.00 | \$ 0.00 | \$ 20,000.00 | \$ 46,410.00 | \$ 14,797.00 | 75.82 | |
| 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 | \$ 12,500.00 | \$ 50,000.00 | \$ 0.00 | 100.00 | |
| 32201 | BLUE RIDGE VOLUNTEER FIRE COMPAN | \$ 51,900.00 | \$ 0.00 | \$ 12,500.00 | \$ 51,495.00 | \$ 405.00 | 99.22 | |
| 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 | \$ 18,750.00 | \$ 75,000.00 | \$ 0.00 | 100.00 | |
| 32203 | ENDERS VOLUNTEER FIRE COMPANY | \$ 79,000.00 | \$ 0.00 | \$ 18,750.00 | \$ 78,445.00 | \$ 555.00 | 99.30 | |
| 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 | \$ 0.00 | \$ 542,879.00 | \$ 35,108.00 | 93.93 | |
| FUNC 33200 JUVENILE DETENTION | | | | | | | | |
| 3840 | PURCHASED SERVICES - DETENTION C | \$ 57,904.00 | \$ 0.00 | \$ 14,476.12 | \$ 43,428.36 | \$ 14,475.64 | 75.00 | |
| FUNC 33300 PROBATION OFFICE | | | | | | | | |
| 5210 | POSTAL SERVICES | \$ 125.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 125.00 | 0.00 | |

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| Code | Description | Appropriations | Outstanding Encumbrances | Expenditures For | Expenditures APRIL | Expenditures Year-to-Date | Available Balance | Percent Used |
|-------|---|----------------|--------------------------|------------------|--------------------|---------------------------|-------------------|--------------|
| 5230 | TELECOMMUNICATIONS | \$ 500.00 | \$ 0.00 | \$ 7.86 | \$ 7.86 | \$ 119.92 | \$ 380.08 | 23.98 |
| 6001 | OFFICE SUPPLIES | \$ 300.00 | \$ 0.00 | \$ 102.17 | \$ 102.17 | \$ 102.17 | \$ 197.83 | 34.06 |
| 33300 | PROBATION OFFICE | \$ 925.00 | \$ 0.00 | \$ 110.03 | \$ 110.03 | \$ 222.09 | \$ 702.91 | 24.01 |
| | FUNC 34100 BUILDING INSPECTIONS | | | | | | | |
| 1100 | SALARIES - REGULAR | \$ 98,455.00 | \$ 14,386.00 | \$ 9,744.63 | \$ 9,744.63 | \$ 83,585.85 | \$ 483.15 | 99.51 |
| 2100 | FICA | \$ 7,531.00 | \$ 943.30 | \$ 683.58 | \$ 683.58 | \$ 5,788.11 | \$ 799.59 | 89.38 |
| 2210 | VSRS - PLANS 1 AND 2 | \$ 11,952.00 | \$ 1,746.46 | \$ 1,492.76 | \$ 1,492.76 | \$ 10,457.03 | \$ 251.49 | 102.10 |
| 2300 | HEALTH INSURANCE BENEFITS | \$ 11,952.00 | \$ 2,527.92 | \$ 1,723.38 | \$ 1,723.38 | \$ 10,687.74 | \$ 1,263.66 | 110.57 |
| 2400 | LIFE INSURANCE | \$ 1,172.00 | \$ 171.19 | \$ 146.33 | \$ 146.33 | \$ 1,025.09 | \$ 24.28 | 102.07 |
| 2700 | WORKER'S COMPENSATION | \$ 1,100.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 1,012.69 | \$ 87.31 | 92.06 |
| 2800 | OTHER BENEFITS - ANNUAL LEAVE PA | \$ 0.00 | \$ 0.00 | \$ 588.79 | \$ 588.79 | \$ 588.79 | \$ 588.79 | 100.00 |
| 3320 | MAINTENANCE SERVICE CONTRACT | \$ 1,900.00 | \$ 111.96 | \$ 0.00 | \$ 0.00 | \$ 1,502.17 | \$ 285.87 | 84.95 |
| 3500 | PRINTING AND BINDING | \$ 600.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 143.90 | \$ 456.10 | 23.98 |
| 5210 | POSTAL SERVICES | \$ 150.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 110.27 | \$ 39.73 | 73.51 |
| 5230 | TELECOMMUNICATIONS | \$ 900.00 | \$ 55.94 | \$ 24.90 | \$ 24.90 | \$ 300.28 | \$ 543.78 | 39.58 |
| 5510 | TRAVEL MILEAGE | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 136.17 | \$ 136.17 | 100.00 |
| 5540 | TRAVEL CONVENTION & EDUCATION | \$ 400.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 400.00 | 0.00 |
| 5810 | DUES,SUBSCRIPTIONS & MEMBERSHIPS | \$ 400.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 274.00 | \$ 126.00 | 68.50 |
| 6001 | OFFICE SUPPLIES | \$ 500.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 637.00 | \$ 137.00 | 127.40 |
| 6008 | VEHICLE AND EQUIPMENT FUEL | \$ 2,500.00 | \$ 0.00 | \$ 158.03 | \$ 158.03 | \$ 1,603.47 | \$ 896.53 | 64.14 |
| 6012 | SUPPLIES - BOOKS AND SUBSCRIPTI | \$ 500.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 28.00 | \$ 472.00 | 5.60 |
| 8201 | MACHINERY & EQUIPMENT | \$ 0.00 | \$ 29.87 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 29.87 | 100.00 |
| 34100 | BUILDING INSPECTIONS | \$ 140,012.00 | \$ 19,972.64 | \$ 14,562.40 | \$ 14,562.40 | \$ 117,880.56 | \$ 2,158.80 | 98.46 |
| | FUNC 35100 ANIMAL CONTROL | | | | | | | |
| 1100 | SALARIES - REGULAR | \$ 35,845.00 | \$ 5,974.20 | \$ 2,987.08 | \$ 2,987.08 | \$ 29,870.80 | \$ 0.00 | 100.00 |
| 1300 | SALARIES - PART TIME | \$ 18,000.00 | \$ 0.00 | \$ 1,331.04 | \$ 1,331.04 | \$ 14,101.00 | \$ 3,899.00 | 78.34 |
| 2100 | FICA | \$ 4,119.00 | \$ 381.90 | \$ 292.80 | \$ 292.80 | \$ 2,988.53 | \$ 748.57 | 81.83 |
| 2210 | VSRS - PLANS 1 AND 2 | \$ 4,352.00 | \$ 725.28 | \$ 325.63 | \$ 325.63 | \$ 3,626.30 | \$ 0.42 | 99.99 |
| 2300 | HEALTH INSURANCE BENEFITS | \$ 5,976.00 | \$ 1,027.42 | \$ 498.02 | \$ 498.02 | \$ 4,980.20 | \$ 31.62 | 100.53 |
| 2400 | LIFE INSURANCE | \$ 427.00 | \$ 71.06 | \$ 35.55 | \$ 35.55 | \$ 355.50 | \$ 0.44 | 99.90 |
| 2700 | WORKER'S COMPENSATION | \$ 600.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 566.87 | \$ 33.13 | 94.48 |
| 3100 | PROFESSIONAL SERVICES | \$ 12,204.00 | \$ 0.00 | \$ 100.53 | \$ 100.53 | \$ 5,193.48 | \$ 7,010.52 | 42.56 |
| 3310 | REPAIR & MAINTENANCE | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 15.21 | \$ 15.21 | 100.00 |
| 3500 | PRINTING AND BINDING | \$ 100.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 100.00 | 0.00 |
| 5210 | POSTAL SERVICES | \$ 50.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 50.00 | 0.00 |
| 5230 | TELECOMMUNICATIONS | \$ 1,500.00 | \$ 100.00 | \$ 48.29 | \$ 48.29 | \$ 531.61 | \$ 868.39 | 42.11 |
| 5510 | TRAVEL MILEAGE | \$ 350.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 350.00 | 0.00 |
| 5540 | TRAVEL CONVENTION & EDUCATION | \$ 1,000.00 | \$ 0.00 | \$ 654.58 | \$ 654.58 | \$ 1,302.56 | \$ 302.56 | 130.26 |
| 5810 | DUES,SUBSCRIPTIONS & MEMBERSHIPS | \$ 100.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 100.00 | 0.00 |
| 6001 | OFFICE SUPPLIES | \$ 150.00 | \$ 0.00 | \$ 26.35 | \$ 26.35 | \$ 86.05 | \$ 63.95 | 57.37 |
| 6004 | MEDICAL AND LABORATORY SUPPLIES | \$ 1,500.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 1,614.77 | \$ 114.77 | 107.65 |
| 6005 | LAUNDRY, HOUSEKEEPING, & JANITOR | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 116.82 | \$ 116.82 | 100.00 |
| 6008 | VEHICLE AND EQUIPMENT FUEL | \$ 848.00 | \$ 0.00 | \$ 145.49 | \$ 145.49 | \$ 1,235.78 | \$ 387.78 | 145.73 |
| 6011 | UNIFORM AND WEARING APPAREL | \$ 400.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 400.00 | 0.00 |
| 6014 | OTHER OPERATING SUPPLIES | \$ 5,000.00 | \$ 27.04 | \$ 15.52 | \$ 15.52 | \$ 1,442.99 | \$ 3,529.97 | 29.40 |
| 35100 | ANIMAL CONTROL | \$ 92,521.00 | \$ 8,306.90 | \$ 6,497.88 | \$ 6,497.88 | \$ 68,028.47 | \$ 16,185.63 | 82.51 |
| | FUNC 35300 MEDICAL EXAMINER & INDIGENT BURIAL | | | | | | | |
| 3100 | PROFESSIONAL SERVICES | \$ 1,000.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 20.00 | \$ 980.00 | 2.00 |
| | FUNC 35600 COMMUNICATIONS | | | | | | | |
| 1100 | SALARIES - REGULAR | \$ 208,523.00 | \$ 34,435.00 | \$ 17,217.51 | \$ 17,217.51 | \$ 171,978.90 | \$ 2,109.10 | 98.99 |
| 2100 | FICA | \$ 15,953.00 | \$ 2,569.66 | \$ 1,284.89 | \$ 1,284.89 | \$ 13,269.16 | \$ 114.18 | 99.28 |
| 2210 | VSRS - PLANS 1 AND 2 | \$ 25,315.00 | \$ 3,588.67 | \$ 1,794.33 | \$ 1,794.33 | \$ 20,130.49 | \$ 1,595.84 | 93.70 |
| 2220 | VSRS - HYBRID PLAN | \$ 0.00 | \$ 587.74 | \$ 295.87 | \$ 295.87 | \$ 887.61 | \$ 1,475.35 | 100.00 |
| 2300 | Health Insurance Benefits | \$ 33,376.00 | \$ 5,652.41 | \$ 2,739.90 | \$ 2,739.90 | \$ 27,688.59 | \$ 35.00 | 99.90 |
| 2400 | Life Insurance | \$ 2,481.00 | \$ 409.77 | \$ 204.89 | \$ 204.89 | \$ 2,060.24 | \$ 10.99 | 99.56 |
| 2510 | VLDP PLAN - HYBRID | \$ 0.00 | \$ 28.76 | \$ 14.38 | \$ 14.38 | \$ 43.14 | \$ 71.90 | 100.00 |
| 2700 | WORKER'S COMPENSATION | \$ 200.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 163.36 | \$ 36.64 | 81.68 |
| 2800 | OTHER BENEFITS - ANNUAL LEAVE PA | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 8,361.66 | \$ 8,361.66 | 100.00 |
| 3000 | PURCHASED SERVICES | \$ 0.00 | \$ 0.00 | \$ 18.51 | \$ 18.51 | \$ 156.23 | \$ 156.23 | 100.00 |
| 3310 | REPAIR & MAINTENANCE | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 287.50 | \$ 287.50 | 100.00 |

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|-------|--|----------------|--------------------------|------------------|--------------------|---------------------------|-------------------|--------------|
| 3320 | MAINTENANCE SERVICE CONTRACT | \$ 62,338.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 51,063.16 | \$ 11,274.84 | 81.91 |
| 5230 | TELECOMMUNICATIONS | \$ 25,250.00 | \$ 292.00 | \$ 2,136.28 | \$ 19,359.43 | \$ 5,598.57 | \$ 77.83 | |
| 5420 | RENTAL OF BUILDINGS/TOWERS | \$ 27,500.00 | \$ 6,210.00 | \$ 2,070.00 | \$ 23,272.29 | \$ 1,982.29 | \$ 107.21 | |
| 5540 | TRAVEL CONVENTION & EDUCATION | \$ 2,000.00 | \$ 0.00 | \$ 0.00 | \$ 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 | \$ 53.95 | \$ 1,035.41 | \$ 764.59 | \$ 57.52 | |
| 6011 | UNIFORM AND WEARING APPAREL | \$ 1,200.00 | \$ 0.00 | \$ 0.00 | \$ 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 | \$ 53,774.01 | \$ 27,830.51 | \$ 342,050.17 | \$ 10,411.82 | \$ 97.44 | |
| 3840 | FUNC 42400 REFUSE DISPOSAL PURCHASED SERVICES | \$ 168,000.00 | \$ 0.00 | \$ 9,425.50 | \$ 55,062.94 | \$ 112,937.06 | \$ 32.78 | |
| 3000 | FUNC 42600 LITTER CONTROL PROGRAM PURCHASED SERVICES | \$ 0.00 | \$ 1,238.40 | \$ 150.00 | \$ 1,691.60 | \$ 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 | \$ 1,238.40 | \$ 150.00 | \$ 1,841.60 | \$ 2,737.00 | \$ 52.95 | |
| 3840 | FUNC 42700 SANITATION PURCHASED SERVICES | \$ 27,500.00 | \$ 0.00 | \$ 2,264.64 | \$ 20,381.76 | \$ 7,118.24 | \$ 74.12 | |
| 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 | \$ 50,381.76 | \$ 7,118.24 | \$ 87.62 | |
| 1100 | FUNC 43200 GENERAL PROPERTY MAINTENANCE SALARIES - REGULAR | \$ 140,920.00 | \$ 19,641.56 | \$ 9,470.80 | \$ 116,133.59 | \$ 5,144.85 | \$ 96.35 | |
| 2100 | FICA | \$ 10,780.00 | \$ 1,375.65 | \$ 666.83 | \$ 8,071.64 | \$ 1,332.71 | \$ 87.64 | |
| 2210 | VSRS - PLANS 1 AND 2 | \$ 16,918.00 | \$ 2,353.11 | \$ 1,134.07 | \$ 13,961.84 | \$ 603.05 | \$ 96.44 | |
| 2300 | HEALTH INSURANCE BENEFITS | \$ 18,463.00 | \$ 2,553.41 | \$ 1,150.43 | \$ 15,794.14 | \$ 115.45 | \$ 99.37 | |
| 2400 | LIFE INSURANCE | \$ 1,677.00 | \$ 233.73 | \$ 112.71 | \$ 1,382.08 | \$ 61.19 | \$ 96.35 | |
| 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 | \$ 17,205.00 | \$ 3,500.00 | \$ 3,050.00 | \$ 13,704.28 | \$ 0.72 | \$ 100.00 | |
| 3320 | MAINTENANCE SERVICE CONTRACT | \$ 84,749.00 | \$ 20,770.61 | \$ 7,403.50 | \$ 63,977.47 | \$ 0.92 | \$ 100.00 | |
| 3600 | ADVERTISING | \$ 750.00 | \$ 0.00 | \$ 0.00 | \$ 268.13 | \$ 481.87 | \$ 35.75 | |
| 5110 | ELECTRICAL SERVICES | \$ 1,057.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 1,057.00 | \$ 0.00 | |
| 5130 | WATER & SEWER SERVICES | \$ 1,361.00 | \$ 0.00 | \$ 159.90 | \$ 332.20 | \$ 1,028.80 | \$ 24.41 | |
| 5230 | TELECOMMUNICATIONS | \$ 3,900.00 | \$ 303.73 | \$ 176.63 | \$ 1,693.72 | \$ 1,902.55 | \$ 51.22 | |
| 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 | \$ 0.00 | \$ 316.34 | \$ 483.66 | \$ 39.54 | |
| 6003 | SUPPLIES - AGRICULTURAL | \$ 307.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 307.00 | \$ 0.00 | |
| 6005 | LAUNDRY, HOUSEKEEPING, & JANITOR | \$ 15,000.00 | \$ 8,638.22 | \$ 538.28 | \$ 6,361.78 | \$ 0.00 | \$ 100.00 | |
| 6007 | REPAIR AND MAINTENANCE SUPPLIES | \$ 15,473.00 | \$ 6,099.47 | \$ 75.13 | \$ 9,373.40 | \$ 0.13 | \$ 100.00 | |
| 6008 | VEHICLE AND EQUIPMENT FUEL | \$ 4,937.00 | \$ 0.00 | \$ 463.14 | \$ 5,077.92 | \$ 140.92 | \$ 102.85 | |
| 6009 | VEHICLE AND EQUIPMENT SUPPLIES | \$ 5,700.00 | \$ 0.00 | \$ 1,045.23 | \$ 9,143.54 | \$ 3,443.54 | \$ 160.41 | |
| 6014 | OTHER OPERATING SUPPLIES | \$ 500.00 | \$ 0.00 | \$ 4.80 | \$ 47.79 | \$ 452.21 | \$ 9.56 | |
| 8201 | MACHINERY & EQUIPMENT | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 4,685.44 | \$ 4,685.44 | \$ 100.00 | |
| 43200 | GENERAL PROPERTY MAINTENANCE | \$ 381,982.00 | \$ 65,469.49 | \$ 25,451.45 | \$ 311,221.53 | \$ 5,290.98 | \$ 98.61 | |
| 3100 | FUNC 43202 101 CHALMERS COURT PROFESSIONAL SERVICES | \$ 5,169.00 | \$ 0.00 | \$ 285.29 | \$ 5,168.68 | \$ 0.32 | \$ 99.99 | |
| 3310 | REPAIR & MAINTENANCE | \$ 16,970.00 | \$ 2,760.55 | \$ 926.09 | \$ 14,208.54 | \$ 0.91 | \$ 99.99 | |
| 3320 | MAINTENANCE SERVICE CONTRACTS | \$ 32,268.00 | \$ 9,606.05 | \$ 1,885.59 | \$ 22,662.69 | \$ 0.74 | \$ 100.00 | |
| 5110 | ELECTRICAL SERVICES | \$ 24,488.00 | \$ 0.00 | \$ 2,253.00 | \$ 24,487.45 | \$ 0.55 | \$ 100.00 | |
| 5120 | HEATING SERVICES | \$ 4,678.00 | \$ 0.00 | \$ 619.56 | \$ 4,677.23 | \$ 0.77 | \$ 99.98 | |
| 5130 | WATER & SEWER SERVICES | \$ 1,900.00 | \$ 0.00 | \$ 75.40 | \$ 693.66 | \$ 1,206.34 | \$ 36.51 | |
| 5410 | LEASE OF EQUIPMENT | \$ 265.00 | \$ 0.00 | \$ 0.00 | \$ 264.97 | \$ 0.03 | \$ 99.99 | |
| 6000 | MATERIALS AND SUPPLIES | \$ 225.00 | \$ 0.00 | \$ 0.00 | \$ 224.70 | \$ 0.30 | \$ 99.87 | |
| 6007 | REPAIR AND MAINT SUPPLIES | \$ 1,910.00 | \$ 0.00 | \$ 772.59 | \$ 1,909.99 | \$ 0.01 | \$ 100.00 | |

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|-------|---|----------------|--------------------------|------------------|--------------------|---------------------------|-------------------|--------------|
| 43202 | 101 CHALMERS COURT | \$ 87,873.00 | \$ 12,366.60 | \$ 6,817.52 | \$ 74,297.91 | \$ 1,208.49 | 98.62 | |
| | 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 | \$ 105.00 | \$ 0.00 | \$ 0.00 | \$ 104.50 | \$ 0.50 | 99.52 | |
| 5110 | ELECTRICAL SERVICES | \$ 3,200.00 | \$ 0.00 | \$ 203.00 | \$ 2,274.19 | \$ 925.81 | 71.07 | |
| 5120 | HEATING SERVICES | \$ 5,259.00 | \$ 0.00 | \$ 943.87 | \$ 5,258.46 | \$ 0.54 | 99.99 | |
| 5130 | WATER & SEWER SERVICES | \$ 225.00 | \$ 0.00 | \$ 17.00 | \$ 102.00 | \$ 123.00 | 45.33 | |
| 6007 | REPAIR AND MAINT SUPPLIES | \$ 100.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 100.00 | 0.00 | |
| 43205 | 129 RAMSBURG LN MAINTENANCE DEPT | \$ 10,743.00 | \$ 1,500.00 | \$ 1,163.87 | \$ 8,093.15 | \$ 1,149.85 | 89.30 | |
| | FUNC 43206 100 N CHRUCH ST/RADIO TOWER | | | | | | | |
| 3310 | REPAIR & MAINTENANCE | \$ 7,052.00 | \$ 576.00 | \$ 390.00 | \$ 6,476.01 | \$ 0.01 | 100.00 | |
| 3320 | MAINTENANCE SERVICE CONTRACTS | \$ 3,152.00 | \$ 940.00 | \$ 0.00 | \$ 2,206.80 | \$ 5.20 | 99.84 | |
| 5110 | ELECTRICAL SERVICES | \$ 10,059.00 | \$ 0.00 | \$ 771.13 | \$ 7,616.44 | \$ 2,442.56 | 75.72 | |
| 5120 | HEATING SERVICES | \$ 3,770.00 | \$ 0.00 | \$ 609.46 | \$ 3,770.35 | \$ 0.35 | 100.01 | |
| 5130 | WATER & SEWER SERVICES | \$ 4,000.00 | \$ 0.00 | \$ 430.75 | \$ 2,121.45 | \$ 1,878.55 | 53.04 | |
| 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 | \$ 29,033.00 | \$ 1,516.00 | \$ 2,201.34 | \$ 23,156.51 | \$ 4,360.49 | 84.98 | |
| | FUNC 43207 102 N CHRUCH ST | | | | | | | |
| 3310 | REPAIR & MAINTENANCE | \$ 6,747.00 | \$ 1,000.00 | \$ 372.00 | \$ 5,747.72 | \$ 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 | \$ 2,587.32 | \$ 18,620.00 | \$ 2,380.00 | 88.67 | |
| 6007 | REPAIR AND MAINT SUPPLIES | \$ 683.00 | \$ 0.00 | \$ 15.16 | \$ 473.71 | \$ 209.29 | 69.36 | |
| 43207 | 102 N CHRUCH ST | \$ 30,030.00 | \$ 1,000.00 | \$ 2,974.48 | \$ 26,409.23 | \$ 2,620.77 | 91.27 | |
| | FUNC 43208 104 N CHURCH/106 N CHURCH ST | | | | | | | |
| 3310 | REPAIR & MAINTENANCE | \$ 4,044.00 | \$ 1,620.00 | \$ 480.00 | \$ 2,424.00 | \$ 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 | \$ 555.00 | \$ 6,260.34 | \$ 739.66 | 89.43 | |
| 5120 | HEATING SERVICES | \$ 4,044.00 | \$ 0.00 | \$ 570.51 | \$ 4,043.51 | \$ 0.49 | 99.99 | |
| 5130 | WATER & SEWER SERVICES | \$ 650.00 | \$ 0.00 | \$ 24.05 | \$ 192.40 | \$ 457.60 | 29.60 | |
| 6007 | REPAIR AND MAINT SUPPLIES | \$ 350.00 | \$ 0.00 | \$ 0.00 | \$ 104.62 | \$ 245.38 | 29.89 | |
| 43208 | 104 N CHURCH/106 N CHURCH ST | \$ 17,888.00 | \$ 1,620.00 | \$ 1,629.56 | \$ 14,744.67 | \$ 1,523.33 | 91.48 | |
| | FUNC 43209 225 RAMSBURG LANE ANIMAL SHELTER | | | | | | | |
| 3310 | PROFESSIONAL SERVICES | \$ 3,122.00 | \$ 0.00 | \$ 645.00 | \$ 3,121.80 | \$ 0.20 | 99.99 | |
| 3320 | MAINTENANCE SERVICE CONTRACTS | \$ 580.00 | \$ 0.00 | \$ 0.00 | \$ 513.00 | \$ 67.00 | 88.45 | |
| 5110 | ELECTRICAL SERVICES | \$ 4,800.00 | \$ 0.00 | \$ 293.71 | \$ 3,980.37 | \$ 819.63 | 82.92 | |
| 5120 | HEATING SERVICES | \$ 8,740.00 | \$ 0.00 | \$ 561.17 | \$ 8,739.82 | \$ 0.18 | 100.00 | |
| 6007 | REPAIR AND MAINT SUPPLIES | \$ 800.00 | \$ 0.00 | \$ 26.86 | \$ 630.29 | \$ 169.71 | 78.79 | |
| 43209 | 225 RAMSBURG LANE ANIMAL SHELTER | \$ 18,042.00 | \$ 0.00 | \$ 1,526.74 | \$ 16,985.28 | \$ 1,056.72 | 94.14 | |
| | FUNC 43210 524 WESTWOOD RD | | | | | | | |
| 3310 | REPAIR & MAINTENANCE | \$ 768.00 | \$ 0.00 | \$ 0.00 | \$ 768.00 | \$ 0.00 | 100.00 | |
| 3320 | MAINTENANCE SERVICE CONTRACTS | \$ 242.00 | \$ 0.00 | \$ 0.00 | \$ 190.00 | \$ 52.00 | 78.51 | |
| 5110 | ELECTRICAL SERVICES | \$ 1,900.00 | \$ 0.00 | \$ 92.75 | \$ 1,023.40 | \$ 876.60 | 53.86 | |
| 5120 | HEATING SERVICES | \$ 1,319.00 | \$ 0.00 | \$ 375.20 | \$ 1,318.01 | \$ 0.99 | 99.92 | |
| 6007 | REPAIR AND MAINT SUPPLIES | \$ 300.00 | \$ 0.00 | \$ 0.00 | \$ 15.99 | \$ 284.01 | 5.33 | |
| 43210 | 524 WESTWOOD RD | \$ 4,529.00 | \$ 0.00 | \$ 467.95 | \$ 3,315.40 | \$ 1,213.60 | 73.20 | |
| | FUNC 43211 225 AL SMITH CIR REC CENTER | | | | | | | |
| 3310 | REPAIR & MAINTENANCE | \$ 7,000.00 | \$ 1,194.00 | \$ 1,436.00 | \$ 5,811.57 | \$ 5.57 | 100.08 | |
| 3320 | MAINTENANCE SERVICE CONTRACTS | \$ 300.00 | \$ 0.00 | \$ 0.00 | \$ 209.00 | \$ 91.00 | 69.67 | |
| 5110 | ELECTRICAL SERVICES | \$ 19,709.00 | \$ 0.00 | \$ 1,502.42 | \$ 19,708.38 | \$ 0.62 | 100.00 | |
| 5120 | HEATING SERVICES | \$ 5,797.00 | \$ 0.00 | \$ 2,380.88 | \$ 5,797.39 | \$ 0.39 | 100.01 | |
| 5130 | WATER & SEWER SERVICES | \$ 2,700.00 | \$ 0.00 | \$ 170.00 | \$ 1,226.05 | \$ 1,473.95 | 45.41 | |
| 6007 | REPAIR AND MAINT SUPPLIES | \$ 2,800.00 | \$ 0.00 | \$ 0.00 | \$ 2,538.03 | \$ 261.97 | 90.64 | |

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| Code | Description | Appropriations | Outstanding Encumbrances | Expenditures For | Expenditures APRIL | Expenditures Year-to-Date | Available Balance | Percent Used |
|-------|---|----------------|--------------------------|------------------|--------------------|---------------------------|-------------------|--------------|
| 43211 | 225 AL SMITH CIR REC CENTER | \$ 38,306.00 | \$ 1,194.00 | \$ 5,489.30 | \$ 35,290.42 | \$ 1,821.58 | 95.24 | |
| | FUNC 43212 225 AL SMITH CIR PARK OFFICE/GROUNDS | | | | | | | |
| 3310 | REPAIR & MAINTENANCE | \$ 9,960.00 | \$ 1,312.00 | \$ 4,045.25 | \$ 8,648.66 | \$ 0.66 | 100.01 | |
| 5110 | ELECTRICAL SERVICES | \$ 7,600.00 | \$ 0.00 | \$ 323.06 | \$ 3,645.16 | \$ 3,954.84 | 47.96 | |
| 5130 | WATER & SEWER SERVICES | \$ 2,800.00 | \$ 0.00 | \$ 92.55 | \$ 1,416.80 | \$ 1,383.20 | 50.60 | |
| 6007 | REPAIR AND MAINT SUPPLIES | \$ 3,700.00 | \$ 0.00 | \$ 50.85 | \$ 3,405.30 | \$ 294.70 | 92.04 | |
| 43212 | 225 AL SMITH CIR PARK OFFICE/GRO | \$ 24,060.00 | \$ 1,312.00 | \$ 4,511.71 | \$ 17,115.92 | \$ 5,632.08 | 76.59 | |
| | 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 | \$ 91.23 | \$ 3,633.99 | \$ 5,866.01 | 38.25 | |
| 5130 | WATER & SEWER SERVICES | \$ 11,340.00 | \$ 0.00 | \$ 20.00 | \$ 11,339.45 | \$ 0.55 | 100.00 | |
| 6007 | REPAIR AND MAINT SUPPLIES | \$ 3,884.00 | \$ 0.00 | \$ 0.00 | \$ 3,721.96 | \$ 162.04 | 95.83 | |
| 8200 | CAPITAL OUTLAY ADDITIONS | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 3,096.00 | \$ 3,096.00 | 100.00 | |
| 43213 | 225 AL SMITH CIR POOL | \$ 29,732.00 | \$ 669.73 | \$ 111.23 | \$ 26,129.37 | \$ 2,932.90 | 90.14 | |
| | FUNC 43214 225 AL SMITH CIR BASEBALL | | | | | | | |
| 5110 | ELECTRICAL SERVICES | \$ 1,700.00 | \$ 0.00 | \$ 22.32 | \$ 912.18 | \$ 787.82 | 53.66 | |
| 6007 | REPAIR AND MAINT SUPPLIES | \$ 2,800.00 | \$ 0.00 | \$ 189.03 | \$ 2,684.50 | \$ 115.50 | 95.88 | |
| 43214 | 225 AL SMITH CIR BASEBALL | \$ 4,500.00 | \$ 0.00 | \$ 211.35 | \$ 3,596.68 | \$ 903.32 | 79.93 | |
| | FUNC 43215 225 AL SMITH CIR SOCCER | | | | | | | |
| 3310 | REPAIR & MAINTENANCE | \$ 436.00 | \$ 0.00 | \$ 0.00 | \$ 436.00 | \$ 0.00 | 100.00 | |
| 5110 | ELECTRICAL SERVICES | \$ 700.00 | \$ 0.00 | \$ 28.17 | \$ 468.94 | \$ 231.06 | 66.99 | |
| 6007 | REPAIR AND MAINT SUPPLIES | \$ 5,916.00 | \$ 0.00 | \$ 2,828.19 | \$ 5,916.00 | \$ 0.00 | 100.00 | |
| 43215 | 225 AL SMITH CIR SOCCER | \$ 7,052.00 | \$ 0.00 | \$ 2,856.36 | \$ 6,820.94 | \$ 231.06 | 96.72 | |
| | 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 | \$ 203.00 | \$ 0.00 | \$ 89.10 | \$ 202.27 | \$ 0.73 | 99.64 | |
| 43236 | 36 E MAIN ST | \$ 12,248.00 | \$ 5,000.00 | \$ 89.10 | \$ 6,996.96 | \$ 251.04 | 97.95 | |
| | FUNC 43237 311 E MAIN ST | | | | | | | |
| 3310 | REPAIR & MAINTENANCE | \$ 2,714.00 | \$ 1,000.00 | \$ 0.00 | \$ 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 | \$ 833.84 | \$ 7,212.84 | \$ 787.16 | 90.16 | |
| 5130 | WATER & SEWER SERVICES | \$ 850.00 | \$ 0.00 | \$ 96.20 | \$ 597.20 | \$ 252.80 | 70.26 | |
| 6007 | REPAIR AND MAINT SUPPLIES | \$ 910.00 | \$ 0.00 | \$ 0.00 | \$ 188.60 | \$ 721.40 | 20.73 | |
| 43237 | 311 E MAIN ST | \$ 14,274.00 | \$ 1,000.00 | \$ 930.04 | \$ 11,413.44 | \$ 1,860.56 | 86.97 | |
| | FUNC 51100 LOCAL HEALTH DEPARTMENT | | | | | | | |
| 5610 | CIVIC CONTRIBUTIONS | \$ 199,000.00 | \$ 0.00 | \$ 0.00 | \$ 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 | \$ 20,500.00 | \$ 82,000.00 | \$ 0.00 | 100.00 | |

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|-------|--|----------------|--------------------------|------------------|---------------|---------------------------|-------------------|--------------|
| 5699 | FUNC 52800 CONCERN HOTLINE CIVIC CONTRIBUTIONS | \$ 750.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 750.00 | \$ 0.00 | 100.00 |
| 5699 | FUNC 52900 NW WORKS CIVIC CONTRIBUTIONS | \$ 750.00 | \$ 0.00 | \$ 750.00 | \$ 750.00 | \$ 750.00 | \$ 0.00 | 100.00 |
| 5699 | FUNC 53230 SHENANDOAH AREA AGENCY ON AGING CIVIC CONTRIBUTIONS | \$ 40,000.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 30,000.00 | \$ 10,000.00 | 75.00 |
| 5699 | FUNC 53240 LOUDOUN TRANSIT SERVICE CIVIC CONTRIBUTIONS | \$ 17,639.00 | \$ 0.00 | \$ 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 | \$ 0.00 | \$ 2,000.00 | \$ 0.00 | 100.00 |
| 5699 | FUNC 53600 ACCESS INDEPENDENCE CIVIC CONTRIBUTIONS | \$ 750.00 | \$ 0.00 | \$ 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 | \$ 0.00 | \$ 6,962.00 | \$ 6,962.00 | 50.00 |
| 1100 | FUNC 71100 PARKS ADMINISTRATION SALARIES - REGULAR | \$ 232,243.00 | \$ 38,707.20 | \$ 19,353.58 | \$ 193,535.80 | \$ 0.00 | \$ 0.00 | 100.00 |
| 1300 | SALARIES - PART TIME | \$ 13,356.00 | \$ 0.00 | \$ 45.00 | \$ 8,681.01 | \$ 4,674.99 | \$ 4,674.99 | 65.00 |
| 2100 | FICA | \$ 18,789.00 | \$ 2,630.43 | \$ 1,319.02 | \$ 13,817.65 | \$ 2,340.92 | \$ 2,340.92 | 87.54 |
| 2210 | VRSR -- PLANS 1 AND 2 | \$ 28,194.00 | \$ 4,699.11 | \$ 2,349.52 | \$ 23,495.20 | \$ 0.31 | \$ 0.31 | 100.00 |
| 2300 | HEALTH INSURANCE BENEFITS | \$ 30,648.00 | \$ 5,827.19 | \$ 2,824.64 | \$ 28,246.40 | \$ 3,425.59 | \$ 3,425.59 | 111.18 |
| 2400 | LIFE INSURANCE | \$ 2,764.00 | \$ 460.49 | \$ 230.32 | \$ 2,303.20 | \$ 0.31 | \$ 0.31 | 99.99 |
| 2700 | WORKER'S COMPENSATION | \$ 8,300.00 | \$ 0.00 | \$ 0.00 | \$ 6,578.35 | \$ 1,721.65 | \$ 1,721.65 | 79.26 |
| 3300 | PURCHASED SERVICES | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 21.00 | \$ 21.00 | \$ 21.00 | 100.00 |
| 3320 | MAINTENANCE SERVICE CONTRACT | \$ 5,072.00 | \$ 887.65 | \$ 208.34 | \$ 1,230.92 | \$ 2,953.43 | \$ 2,953.43 | 41.77 |
| 3500 | PRINTING AND BINDING | \$ 1,000.00 | \$ 0.00 | \$ 0.00 | \$ 95.14 | \$ 904.86 | \$ 904.86 | 9.51 |
| 3600 | ADVERTISING | \$ 793.00 | \$ 0.00 | \$ 0.00 | \$ 635.00 | \$ 158.00 | \$ 158.00 | 80.08 |
| 5210 | POSTAL SERVICES | \$ 5,000.00 | \$ 1,123.91 | \$ 0.00 | \$ 2,972.17 | \$ 903.92 | \$ 903.92 | 81.92 |
| 5230 | TELECOMMUNICATIONS | \$ 2,000.00 | \$ 0.00 | \$ 63.13 | \$ 675.19 | \$ 1,324.81 | \$ 1,324.81 | 33.76 |
| 5400 | LEASES AND RENTALS | \$ 530.00 | \$ 0.00 | \$ 0.00 | \$ 590.76 | \$ 60.76 | \$ 60.76 | 111.46 |
| 5540 | TRAVEL CONVENTION & EDUCATION | \$ 1,274.00 | \$ 0.00 | \$ 26.80 | \$ 1,729.88 | \$ 455.88 | \$ 455.88 | 135.78 |
| 5810 | DUES, SUBSCRIPTIONS & MEMBERSHIPS | \$ 1,275.00 | \$ 0.00 | \$ 0.00 | \$ 327.00 | \$ 948.00 | \$ 948.00 | 25.65 |
| 6001 | OFFICE SUPPLIES | \$ 2,500.00 | \$ 0.00 | \$ 0.00 | \$ 1,110.78 | \$ 1,389.22 | \$ 1,389.22 | 44.43 |
| 6003 | SUPPLIES - AGRICULTURAL | \$ 600.00 | \$ 0.00 | \$ 0.00 | \$ 49.99 | \$ 550.01 | \$ 550.01 | 8.33 |
| 6008 | VEHICLE AND EQUIPMENT FUEL | \$ 1,400.00 | \$ 0.00 | \$ 18.87 | \$ 569.36 | \$ 830.64 | \$ 830.64 | 40.67 |
| 6011 | UNIFORM AND WEARING APPAREL | \$ 1,000.00 | \$ 0.00 | \$ 0.00 | \$ 409.65 | \$ 590.35 | \$ 590.35 | 40.97 |
| 6014 | OTHER OPERATING SUPPLIES | \$ 1,856.00 | \$ 0.00 | \$ 0.00 | \$ 1,361.71 | \$ 494.29 | \$ 494.29 | 73.37 |
| 8201 | MACHINERY & EQUIPMENT | \$ 8,250.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 8,250.00 | \$ 8,250.00 | 0.00 |
| 8207 | EDP EQUIPMENT ADDITIONS | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 8,250.00 | \$ 8,250.00 | \$ 8,250.00 | 100.00 |
| 71100 | PARKS ADMINISTRATION | \$ 366,844.00 | \$ 54,335.98 | \$ 26,439.22 | \$ 296,686.16 | \$ 15,821.86 | \$ 15,821.86 | 95.69 |
| 1100 | FUNC 71310 CLARKE COUNTY RECREATION CENTER SALARIES - REGULAR | \$ 43,210.00 | \$ 7,201.70 | \$ 3,600.83 | \$ 36,008.30 | \$ 0.00 | \$ 0.00 | 100.00 |
| 1300 | SALARIES - PART TIME | \$ 25,809.00 | \$ 0.00 | \$ 2,966.51 | \$ 21,870.68 | \$ 3,938.32 | \$ 3,938.32 | 84.74 |
| 2100 | FICA | \$ 5,280.00 | \$ 545.26 | \$ 499.57 | \$ 4,399.53 | \$ 335.21 | \$ 335.21 | 93.65 |
| 2210 | VRSR -- PLANS 1 AND 2 | \$ 5,246.00 | \$ 874.29 | \$ 437.14 | \$ 4,371.40 | \$ 0.31 | \$ 0.31 | 99.99 |
| 2300 | HEALTH INSURANCE BENEFITS | \$ 5,480.00 | \$ 942.07 | \$ 456.65 | \$ 4,566.50 | \$ 28.57 | \$ 28.57 | 100.52 |
| 2400 | LIFE INSURANCE | \$ 514.00 | \$ 42.85 | \$ 42.85 | \$ 428.50 | \$ 42.65 | \$ 42.65 | 91.70 |
| 2700 | WORKER'S COMPENSATION | \$ 700.00 | \$ 0.00 | \$ 0.00 | \$ 537.91 | \$ 162.09 | \$ 162.09 | 76.84 |
| 3600 | ADVERTISING | \$ 200.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 200.00 | \$ 200.00 | 0.00 |
| 5830 | REFUNDS | \$ 200.00 | \$ 0.00 | \$ 130.00 | \$ 381.00 | \$ 181.00 | \$ 181.00 | 190.50 |
| 6001 | OFFICE SUPPLIES | \$ 50.00 | \$ 0.00 | \$ 0.00 | \$ 3.94 | \$ 46.06 | \$ 46.06 | 7.88 |
| 6002 | SUPPLIES - FOOD | \$ 820.00 | \$ 0.00 | \$ 0.00 | \$ 226.64 | \$ 593.36 | \$ 593.36 | 27.64 |
| 6013 | SUPPLIES - EDUCATIONAL AND REC | \$ 2,300.00 | \$ 0.00 | \$ 52.44 | \$ 825.68 | \$ 1,474.32 | \$ 1,474.32 | 35.90 |
| 6014 | OTHER OPERATING SUPPLIES | \$ 2,700.00 | \$ 0.00 | \$ 388.22 | \$ 1,843.78 | \$ 856.22 | \$ 856.22 | 68.29 |
| 6015 | MERCHANDISE FOR RESALE | \$ 5,000.00 | \$ 0.00 | \$ 128.03 | \$ 2,298.05 | \$ 2,701.95 | \$ 2,701.95 | 45.96 |
| 71310 | CLARKE COUNTY RECREATION CENTER | \$ 97,509.00 | \$ 9,606.17 | \$ 8,597.36 | \$ 77,761.91 | \$ 10,140.92 | \$ 10,140.92 | 89.60 |
| | FUNC 71320 SWIMMING POOL | | | | | | | |

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|-------|---|----------------|--------------------------|------------------|--------------------|---------------------------|-------------------|--------------|
| 1300 | SALARIES - PART TIME | \$ 60,251.00 | \$ 0.00 | \$ 14.75 | \$ 42,092.72 | \$ 18,158.28 | 69.86 | |
| 2100 | FICA | \$ 4,610.00 | \$ 0.00 | \$ 1.12 | \$ 3,220.12 | \$ 1,389.88 | 69.85 | |
| 3100 | PROFESSIONAL SERVICES | \$ 2,900.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 2,900.00 | 0.00 | |
| 3310 | REPAIR & MAINTENANCE | \$ 1,197.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 1,197.00 | 0.00 | |
| 5540 | TRAVEL CONVENTION & EDUCATION | \$ 200.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 200.00 | 0.00 | |
| 5810 | DUES,SUBSCRIPTIONS & MEMBERSHIPS | \$ 1,675.00 | \$ 0.00 | \$ 0.00 | \$ 870.00 | \$ 805.00 | 51.94 | |
| 5830 | REFUNDS | \$ 500.00 | \$ 0.00 | \$ 0.00 | \$ 190.00 | \$ 310.00 | 38.00 | |
| 6011 | UNIFORM AND WEARING APPAREL | \$ 1,143.00 | \$ 0.00 | \$ 0.00 | \$ 546.50 | \$ 596.50 | 47.81 | |
| 6013 | SUPPLIES - EDUCATIONAL AND REC | \$ 1,700.00 | \$ 0.00 | \$ 0.00 | \$ 715.85 | \$ 984.15 | 42.11 | |
| 6014 | OTHER OPERATING SUPPLIES | \$ 3,098.00 | \$ 0.00 | \$ 711.97 | \$ 1,413.36 | \$ 1,684.64 | 45.62 | |
| 6015 | MERCHANDISE FOR RESALE | \$ 2,000.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 2,000.00 | 0.00 | |
| 6026 | POOL CHEMICALS | \$ 11,000.00 | \$ 0.00 | \$ 0.00 | \$ 5,541.42 | \$ 5,458.58 | 50.38 | |
| 71320 | SWIMMING POOL | \$ 90,274.00 | \$ 0.00 | \$ 727.84 | \$ 54,589.97 | \$ 35,684.03 | 60.47 | |
| | FUNC 71330 CONCESSION STAND | | | | | | | |
| 1300 | SALARIES - PART TIME | \$ 4,400.00 | \$ 0.00 | \$ 0.00 | \$ 3,978.17 | \$ 421.83 | 90.41 | |
| 2100 | FICA | \$ 337.00 | \$ 0.00 | \$ 0.00 | \$ 304.33 | \$ 32.67 | 90.31 | |
| 6001 | OFFICE SUPPLIES | \$ 100.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 100.00 | 0.00 | |
| 6015 | MERCHANDISE FOR RESALE | \$ 14,000.00 | \$ 0.00 | \$ 0.00 | \$ 4,705.06 | \$ 9,294.94 | 33.61 | |
| 71330 | CONCESSION STAND | \$ 18,837.00 | \$ 0.00 | \$ 0.00 | \$ 8,987.56 | \$ 9,849.44 | 47.71 | |
| | FUNC 71350 PROGRAMS | | | | | | | |
| 1100 | SALARIES - REGULAR | \$ 31,641.00 | \$ 5,273.50 | \$ 2,636.75 | \$ 26,367.50 | \$ 0.00 | 100.00 | |
| 1300 | SALARIES - PART TIME | \$ 94,500.00 | \$ 0.00 | \$ 5,037.32 | \$ 57,495.98 | \$ 37,004.02 | 60.84 | |
| 2100 | FICA | \$ 9,650.00 | \$ 357.66 | \$ 564.23 | \$ 6,121.68 | \$ 3,170.66 | 67.14 | |
| 2210 | VSRS - PLANS 1 AND 2 | \$ 3,841.00 | \$ 640.22 | \$ 320.10 | \$ 3,201.00 | \$ 0.22 | 100.01 | |
| 2300 | HOSPITAL/MEDICAL PLANS | \$ 8,728.00 | \$ 942.07 | \$ 456.65 | \$ 5,378.60 | \$ 2,407.33 | 72.42 | |
| 2400 | LIFE INSURANCE | \$ 377.00 | \$ 62.73 | \$ 31.38 | \$ 313.80 | \$ 0.47 | 99.88 | |
| 2700 | WORKER'S COMPENSATION | \$ 900.00 | \$ 0.00 | \$ 0.00 | \$ 734.59 | \$ 165.41 | 81.62 | |
| 3100 | PROFESSIONAL SERVICES | \$ 56,000.00 | \$ 17,617.00 | \$ 4,116.87 | \$ 36,074.05 | \$ 2,308.95 | 95.88 | |
| 3500 | PRINTING AND BINDING | \$ 7,000.00 | \$ 0.00 | \$ 2,480.00 | \$ 6,496.00 | \$ 504.00 | 92.80 | |
| 3600 | ADVERTISING | \$ 1,700.00 | \$ 0.00 | \$ 624.20 | \$ 857.20 | \$ 842.80 | 50.42 | |
| 5210 | POSTAL SERVICES | \$ 100.00 | \$ 0.00 | \$ 0.00 | \$ 51.74 | \$ 48.26 | 51.74 | |
| 5400 | LEASES AND RENTALS | \$ 1,000.00 | \$ 0.00 | \$ 0.00 | \$ 115.50 | \$ 884.50 | 11.55 | |
| 5540 | TRAVEL CONVENTION & EDUCATION | \$ 500.00 | \$ 0.00 | \$ 155.00 | \$ 295.00 | \$ 205.00 | 59.00 | |
| 5560 | LIFE INSURANCE | \$ 5,000.00 | \$ 0.00 | \$ 0.00 | \$ 1,491.90 | \$ 3,508.10 | 29.84 | |
| 5810 | DUES,SUBSCRIPTIONS & MEMBERSHIPS | \$ 500.00 | \$ 0.00 | \$ 20.99 | \$ 141.97 | \$ 358.03 | 28.39 | |
| 5830 | REFUNDS | \$ 7,500.00 | \$ 0.00 | \$ 529.00 | \$ 2,791.25 | \$ 4,708.75 | 37.22 | |
| 6001 | OFFICE SUPPLIES | \$ 100.00 | \$ 0.00 | \$ 0.00 | \$ 33.15 | \$ 66.85 | 33.15 | |
| 6002 | SUPPLIES - FOOD | \$ 7,000.00 | \$ 0.00 | \$ 134.23 | \$ 2,640.56 | \$ 4,359.44 | 37.72 | |
| 6011 | UNIFORM AND WEARING APPAREL | \$ 2,000.00 | \$ 0.00 | \$ 0.00 | \$ 1,165.70 | \$ 834.30 | 58.28 | |
| 6013 | SUPPLIES - EDUCATIONAL AND REC | \$ 6,500.00 | \$ 0.00 | \$ 1,064.27 | \$ 3,264.50 | \$ 3,235.50 | 50.22 | |
| 6014 | OTHER OPERATING SUPPLIES | \$ 2,000.00 | \$ 0.00 | \$ 129.73 | \$ 559.56 | \$ 1,440.44 | 27.98 | |
| 6015 | MERCHANDISE FOR RESALE | \$ 6,000.00 | \$ 3,952.00 | \$ 0.00 | \$ 6,728.99 | \$ 4,680.99 | 178.02 | |
| 71350 | PROGRAMS | \$ 252,537.00 | \$ 28,845.18 | \$ 18,300.72 | \$ 162,320.22 | \$ 61,371.60 | 75.70 | |
| | FUNC 72600 VIRGINIA COMMISSION FOR THE ARTS | | | | | | | |
| 5699 | CIVIC CONTRIBUTIONS | \$ 10,000.00 | \$ 0.00 | \$ 0.00 | \$ 10,000.00 | \$ 0.00 | 100.00 | |
| | FUNC 73200 REGIONAL LIBRARY | | | | | | | |
| 5699 | CIVIC CONTRIBUTIONS | \$ 182,119.00 | \$ 0.00 | \$ 45,529.75 | \$ 182,119.00 | \$ 0.00 | 100.00 | |
| | FUNC 81110 PLANNING ADMINISTRATION | | | | | | | |
| 1100 | SALARIES - REGULAR | \$ 229,603.00 | \$ 38,266.96 | \$ 19,133.61 | \$ 191,336.04 | \$ 0.00 | 100.00 | |
| 2100 | FICA | \$ 17,565.00 | \$ 2,911.95 | \$ 1,457.95 | \$ 14,567.74 | \$ 85.31 | 99.51 | |
| 2210 | VSRS - PLANS 1 AND 2 | \$ 27,874.00 | \$ 4,645.61 | \$ 2,322.82 | \$ 23,228.20 | \$ 0.19 | 100.00 | |
| 2300 | HEALTH INSURANCE BENEFITS | \$ 19,180.00 | \$ 3,297.23 | \$ 1,598.28 | \$ 15,982.80 | \$ 100.03 | 100.52 | |
| 2400 | LIFE INSURANCE | \$ 2,732.00 | \$ 455.28 | \$ 227.70 | \$ 2,277.00 | \$ 0.28 | 100.01 | |
| 2700 | WORKER'S COMPENSATION | \$ 3,675.00 | \$ 0.00 | \$ 0.00 | \$ 3,590.40 | \$ 84.60 | 97.70 | |
| 3100 | PROFESSIONAL SERVICES | \$ 20,000.00 | \$ 0.00 | \$ 0.00 | \$ 725.00 | \$ 19,275.00 | 3.62 | |
| 3140 | ENGINEERING & ARCHITECTURAL | \$ 3,000.00 | \$ 0.00 | \$ 655.00 | \$ 5,739.74 | \$ 2,739.74 | 191.32 | |
| 3320 | MAINTENANCE SERVICE CONTRACT | \$ 700.00 | \$ 231.74 | \$ 0.00 | \$ 122.26 | \$ 346.00 | 50.57 | |
| 3500 | PRINTING AND BINDING | \$ 3,000.00 | \$ 1,240.50 | \$ 70.75 | \$ 107.25 | \$ 1,652.25 | 44.92 | |
| 3600 | ADVERTISING | \$ 2,000.00 | \$ 0.00 | \$ 0.00 | \$ 2,205.10 | \$ 205.10 | 110.25 | |

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| Code | Description | Appropriations | Outstanding Encumbrances | Expenditures For | Expenditures APRIL | Expenditures Year-to-Date | Available Balance | Percent Used |
|-------|--|----------------|--------------------------|------------------|--------------------|---------------------------|-------------------|--------------|
| 5210 | POSTAL SERVICES | \$ 1,500.00 | \$ 0.00 | \$ 19.34 | \$ 356.43 | \$ 1,143.57 | 23.76 | |
| 5230 | TELECOMMUNICATIONS | \$ 400.00 | \$ 0.00 | \$ 21.74 | \$ 179.06 | \$ 220.94 | 44.77 | |
| 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 | \$ 384.38 | \$ 1,787.24 | \$ 712.76 | 71.49 | |
| 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 | \$ 51,049.27 | \$ 25,891.57 | \$ 262,543.50 | \$ 25,386.23 | 92.51 | |
| 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 | \$ 5,518.34 | \$ 2,759.06 | \$ 27,590.66 | \$ 0.00 | 100.00 | |
| 2100 | FICA | \$ 2,534.00 | \$ 423.29 | \$ 213.61 | \$ 2,124.28 | \$ 13.57 | 100.54 | |
| 2210 | VRSR - PLANS 1 AND 2 | \$ 4,019.00 | \$ 669.93 | \$ 334.95 | \$ 3,349.50 | \$ 0.43 | 100.01 | |
| 2300 | HOSPITAL/MEDICAL PLANS | \$ 2,740.00 | \$ 471.04 | \$ 228.32 | \$ 2,283.20 | \$ 14.24 | 100.52 | |
| 2400 | LIFE INSURANCE | \$ 394.00 | \$ 65.69 | \$ 32.83 | \$ 328.30 | \$ 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 | \$ 7,148.29 | \$ 3,568.77 | \$ 39,873.08 | \$ 274.63 | 99.42 | |
| 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 | \$ 0.00 | \$ 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 | \$ 0.00 | \$ 43.44 | \$ 56.56 | 43.44 | |
| 81520 | BERRYVILLE DEVELOPMENT AUTHORITY | \$ 6,100.00 | \$ 0.00 | \$ 0.00 | \$ 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 | \$ 100.00 | \$ 650.00 | \$ 150.00 | 130.00 | |
| 2100 | FICA | \$ 39.00 | \$ 0.00 | \$ 7.65 | \$ 49.71 | \$ 10.71 | 127.46 | |
| 3100 | PROFESSIONAL SERVICES | \$ 8,000.00 | \$ 0.00 | \$ 2,105.00 | \$ 14,878.92 | \$ 6,878.92 | 185.99 | |
| 3160 | BOARD MEMBER FEES | \$ 8,000.00 | \$ 0.00 | \$ 650.00 | \$ 6,450.00 | \$ 1,550.00 | 80.62 | |
| 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 | \$ 2,862.65 | \$ 22,028.63 | \$ 2,639.63 | 113.61 | |
| | FUNC 81700 BOARD OF SEPTIC APPEALS | | | | | | | |

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|-------|---|-----------------|--------------------------|------------------|-----------------|---------------------------|-------------------|--------------|--|
| 1300 | SALARIES - PART TIME | \$ 200.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 200.00 | 0.00 | |
| 2100 | FICA | \$ 16.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 16.00 | 0.00 | |
| 3160 | BOARD MEMBER FEES | \$ 200.00 | \$ 0.00 | \$ 0.00 | \$ 75.00 | \$ 75.00 | \$ 125.00 | 37.50 | |
| 3600 | ADVERTISING | \$ 500.00 | \$ 0.00 | \$ 0.00 | \$ 267.60 | \$ 267.60 | \$ 232.40 | 53.52 | |
| 5210 | POSTAL SERVICES | \$ 100.00 | \$ 0.00 | \$ 0.00 | \$ 9.84 | \$ 9.84 | \$ 90.16 | 9.84 | |
| 81700 | BOARD OF SEPTIC APPEALS | \$ 1,016.00 | \$ 0.00 | \$ 0.00 | \$ 352.44 | \$ 352.44 | \$ 663.56 | 34.69 | |
| | FUNC 81800 HISTORIC PRESERVATION COMMISSION | | | | | | | | |
| 3100 | PROFESSIONAL SERVICES | \$ 15,000.00 | \$ 7,980.00 | \$ 935.00 | \$ 14,005.00 | \$ 14,005.00 | \$ 6,985.00 | 146.57 | |
| 3160 | BOARD MEMBER FEES | \$ 1,000.00 | \$ 0.00 | \$ 150.00 | \$ 600.00 | \$ 600.00 | \$ 400.00 | 60.00 | |
| 3600 | ADVERTISING | \$ 250.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 250.00 | 0.00 | |
| 5210 | POSTAL SERVICES | \$ 200.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 200.00 | 0.00 | |
| 5540 | TRAVEL CONVENTION & EDUCATION | \$ 350.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 350.00 | 0.00 | |
| 6001 | OFFICE SUPPLIES | \$ 6,900.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 6,900.00 | 0.00 | |
| 81800 | HISTORIC PRESERVATION COMMISSION | \$ 23,700.00 | \$ 7,980.00 | \$ 1,085.00 | \$ 14,605.00 | \$ 14,605.00 | \$ 1,115.00 | 95.30 | |
| | FUNC 81910 NORTHERN SHENANDOAH VALLEY REGIONAL COMM | | | | | | | | |
| 5699 | CIVIC CONTRIBUTIONS | \$ 5,712.00 | \$ 0.00 | \$ 0.00 | \$ 5,776.22 | \$ 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 | \$ 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 | \$ 3,000.00 | \$ 0.00 | 100.00 | |
| | FUNC 82210 WATER QUALITY MANAGEMENT | | | | | | | | |
| 3000 | PURCHASED SERVICES | \$ 42,000.00 | \$ 21,545.00 | \$ 15,455.30 | \$ 32,112.80 | \$ 32,112.80 | \$ 11,657.80 | 127.76 | |
| | FUNC 82400 LORD FAIRFAX SOIL AND WATER CONSERV | | | | | | | | |
| 5699 | CIVIC CONTRIBUTIONS | \$ 4,750.00 | \$ 0.00 | \$ 0.00 | \$ 4,750.00 | \$ 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 | \$ 6,725.00 | \$ 5,503.00 | 55.00 | |
| 2100 | FICA | \$ 936.00 | \$ 0.00 | \$ 0.00 | \$ 514.46 | \$ 514.46 | \$ 421.54 | 54.96 | |
| 2700 | WORKER'S COMPENSATION | \$ 350.00 | \$ 0.00 | \$ 0.00 | \$ 133.37 | \$ 133.37 | \$ 216.63 | 38.11 | |
| 3100 | PROFESSIONAL SERVICES | \$ 400.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 400.00 | 0.00 | |
| 5510 | TRAVEL MILEAGE | \$ 3,000.00 | \$ 0.00 | \$ 0.00 | \$ 1,418.17 | \$ 1,418.17 | \$ 1,581.83 | 47.27 | |
| 82600 | BIO-SOLIDS APPLICATION | \$ 16,914.00 | \$ 0.00 | \$ 0.00 | \$ 8,791.00 | \$ 8,791.00 | \$ 8,123.00 | 51.97 | |
| | FUNC 83100 COOPERATIVE EXTENSION | | | | | | | | |
| 3320 | MAINTENANCE SERVICE CONTRACTS | \$ 400.00 | \$ 399.36 | \$ 0.00 | \$ 210.64 | \$ 210.64 | \$ 210.00 | 152.50 | |
| 3841 | VPI EXTENSION AGENT | \$ 36,065.00 | \$ 0.00 | \$ 0.00 | \$ 13,217.95 | \$ 13,217.95 | \$ 22,847.05 | 36.65 | |
| 5210 | POSTAGE | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 384.59 | \$ 384.59 | \$ 384.59 | 100.00 | |
| 5230 | TELECOMMUNICATIONS | \$ 500.00 | \$ 0.00 | \$ 17.72 | \$ 184.14 | \$ 184.14 | \$ 315.86 | 36.83 | |
| 5540 | TRAVEL CONVENTION & EDUCATION | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 119.64 | \$ 119.64 | \$ 119.64 | 100.00 | |
| 5810 | DUES,SUBSCRIPTIONS & MEMBERSHIPS | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 120.00 | \$ 120.00 | \$ 120.00 | 100.00 | |
| 6014 | OTHER OPERATING SUPPLIES | \$ 2,000.00 | \$ 0.00 | \$ 45.10 | \$ 372.04 | \$ 372.04 | \$ 1,627.96 | 18.60 | |
| 83100 | COOPERATIVE EXTENSION | \$ 38,965.00 | \$ 399.36 | \$ 62.82 | \$ 14,609.00 | \$ 14,609.00 | \$ 23,956.64 | 38.52 | |
| | FUNC 83400 4-H CENTER | | | | | | | | |
| 5699 | CIVIC CONTRIBUTIONS | \$ 2,250.00 | \$ 0.00 | \$ 0.00 | \$ 2,250.00 | \$ 2,250.00 | \$ 0.00 | 100.00 | |
| | FUNC 91600 CONTINGENCIES | | | | | | | | |
| 1000 | PERSONNEL | \$ 7,500.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 7,500.00 | 0.00 | |
| 3140 | ENGINEERING & ARCHITECTURAL | \$ 7,600.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 7,600.00 | 0.00 | |
| 3150 | LEGAL | \$ 11,500.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 11,500.00 | 0.00 | |
| 8000 | MINOR CAPITAL | \$ 5,666.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 5,666.00 | 0.00 | |
| 91600 | CONTINGENCIES | \$ 32,266.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 32,266.00 | 0.00 | |
| 000 | NON-CATEGORICAL | \$ 8,352,223.00 | \$ 916,663.93 | \$ 683,567.95 | \$ 6,604,383.79 | \$ 6,604,383.79 | \$ 831,175.28 | 90.05 | |

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|--|----------------------------------|----------------|--------------------------|------------------|--------------------|---------------------------|-------------------|--------------|
| ----- | | | | | | | | |
| | 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 | \$ 4,479.46 | \$ 2,239.77 | \$ 18,078.66 | \$ 4,318.88 | \$ 4,318.88 | 83.93 |
| 1300 | SALARIES - PART TIME | \$ 8,362.00 | \$ 1,393.69 | \$ 696.83 | \$ 6,968.30 | \$ 0.01 | \$ 0.01 | 100.00 |
| 2100 | FICA | \$ 2,696.00 | \$ 105.32 | \$ 52.66 | \$ 526.60 | \$ 2,064.08 | \$ 2,064.08 | 23.44 |
| 2210 | VSRS - PLANS 1 AND 2 | \$ 1,132.00 | \$ 169.23 | \$ 84.59 | \$ 845.90 | \$ 116.87 | \$ 116.87 | 89.68 |
| 2300 | HEALTH INSURANCE | \$ 1,325.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 1,325.00 | \$ 1,325.00 | 0.00 |
| 2400 | LIFE INSURANCE | \$ 111.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 111.00 | \$ 111.00 | 0.00 |
| ----- | | | | | | | | |
| 22100 | COMMONWEALTH'S ATTORNEY | \$ 40,503.00 | \$ 6,147.70 | \$ 3,073.85 | \$ 26,419.46 | \$ 7,935.84 | \$ 7,935.84 | 80.41 |
| ----- | | | | | | | | |
| 126 | V-STOP GRANT | \$ 40,503.00 | \$ 6,147.70 | \$ 3,073.85 | \$ 26,419.46 | \$ 7,935.84 | \$ 7,935.84 | 80.41 |
| ----- | | | | | | | | |
| 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 | \$ 3,769.00 | 83.33 |
| 2100 | FICA | \$ 1,714.00 | \$ 0.00 | \$ 0.00 | \$ 1,428.65 | \$ 285.35 | \$ 285.35 | 83.35 |
| 2210 | VSRS - PLANS 1 AND 2 | \$ 2,745.00 | \$ 0.00 | \$ 0.00 | \$ 2,287.80 | \$ 457.20 | \$ 457.20 | 83.34 |
| 2300 | HOSPITAL/MEDICAL PLANS | \$ 2,785.00 | \$ 0.00 | \$ 0.00 | \$ 2,283.25 | \$ 501.75 | \$ 501.75 | 81.98 |
| 2400 | LIFE INSURANCE | \$ 142.00 | \$ 0.00 | \$ 0.00 | \$ 224.25 | \$ 82.25 | \$ 82.25 | 157.92 |
| ----- | | | | | | | | |
| 31200 | SHERIFF | \$ 30,000.00 | \$ 0.00 | \$ 0.00 | \$ 25,068.95 | \$ 4,931.05 | \$ 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 | \$ 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 | \$ 1,080.00 | 22.86 |
| ----- | | | | | | | | |
| PJT 402 DMV SELECTIVE ENFORCEMENT-ALCOHOL | | | | | | | | |
| FUNC 31200 SHERIFF | | | | | | | | |
| 1300 | SALARIES - PART TIME | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 5,194.16 | \$ 5,194.16 | \$ 5,194.16 | 100.00 |
| 2100 | FICA | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 397.37 | \$ 397.37 | \$ 397.37 | 100.00 |
| 6010 | POLICE SUPPLIES | \$ 10,000.00 | \$ 0.00 | \$ 0.00 | \$ 0.00 | \$ 10,000.00 | \$ 10,000.00 | 0.00 |
| ----- | | | | | | | | |
| 31200 | SHERIFF | \$ 10,000.00 | \$ 0.00 | \$ 0.00 | \$ 5,591.53 | \$ 4,408.47 | \$ 4,408.47 | 55.92 |
| ----- | | | | | | | | |
| 402 | DMV SELECTIVE ENFORCEMENT-ALCOHO | \$ 10,000.00 | \$ 0.00 | \$ 0.00 | \$ 5,591.53 | \$ 4,408.47 | \$ 4,408.47 | 55.92 |
| ----- | | | | | | | | |
| PJT 403 DMV SELECTIVE ENFORCEMENT-SPEED | | | | | | | | |
| FUNC 31200 SHERIFF | | | | | | | | |
| 1200 | OVERTIME | \$ 0.00 | \$ 0.00 | \$ 377.10 | \$ 1,560.90 | \$ 1,560.90 | \$ 1,560.90 | 100.00 |
| 2100 | FICA | \$ 0.00 | \$ 0.00 | \$ 28.85 | \$ 119.41 | \$ 119.41 | \$ 119.41 | 100.00 |
| ----- | | | | | | | | |
| 31200 | SHERIFF | \$ 0.00 | \$ 0.00 | \$ 405.95 | \$ 1,680.31 | \$ 1,680.31 | \$ 1,680.31 | 100.00 |
| ----- | | | | | | | | |
| 403 | DMV SELECTIVE ENFORCEMENT-SPEED | \$ 0.00 | \$ 0.00 | \$ 405.95 | \$ 1,680.31 | \$ 1,680.31 | \$ 1,680.31 | 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 | \$ 1,500.00 | 0.00 |

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 Date: 05/05/14
 Time: 13:29:01

| Code | Description | Appropriations | Outstanding Encumbrances | Expenditures For APRIL | 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 | \$ 922,811.63 | \$ 687,047.75 | \$ 6,663,810.41 | \$ 890,140.96 | 89.50 |

CLARKE COUNTY
 FD-PJT-FUNC-OBJ EXPENDITURES SUMMARY REPORT DEFINITION TYPE #0
 for Fiscal Year 2014 (2013-2014 Fiscal Year)
 Posted Only Figures
 Executed By: gilleya

Page: 16
 Date: 05/05/14
 Time: 13:29:01

| Code | Description | Appropriations | Outstanding Encumbrances | Expenditures For APRIL | Expenditures Year-to-Date | Available Balance | Percent Used |
|-------------|-------------|-----------------|-----------------------------|---------------------------|------------------------------|----------------------|-----------------|
| ----- | | ----- | ----- | ----- | ----- | ----- | ----- |
| GRAND TOTAL | | \$ 8,476,763.00 | \$ 922,811.63 | \$ 687,047.75 | \$ 6,663,810.41 | \$ 890,140.96 | 89.50 |

| 4/30/2014 | | | | | | | | | | | |
|---|---|--------------------------------------|-----------------------------|---|--------------------------|-----------------------|--------------------------------|------------------------------------|-----------------------------------|--------------------------|---|
| Conservation Easement Fund | | | | | | | | | | | |
| As of April 30, 2014 | | | | | | | | | | | |
| Fund 235 | | | | | | | | | | | |
| WORK IN PROGRESS | | | | | | | | | | | |
| Code | 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 | | | | | | | | | | | |
| 3100 | Professional Services | | | | | 7,420 | 7,420 | | 7,420 | - | |
| 5210 | Postage | | | | | 406 | 406 | | 406 | 0 | |
| 6001 | Materials and Supplies | | | | | 175 | 175 | | 175 | 0 | |
| 8215 | Purchase of Development Rights: | | 891,764 | | 413,350 | (1,101,976) | 203,138 | | | 203,138 | |
| -500 | Arkfeld-1 Property | | | | | 409,177 | 409,177 | | 409,177 | - | |
| -501 | Moore & Dorsey 64 Property | | | | | 191,570 | 191,570 | | 191,570 | - | |
| -502 | Chapman Property | | | | | 422,498 | 422,498 | | 422,498 | - | |
| -503 | Bailey Property | | | | | 70,729 | 70,729 | | 70,729 | - | |
| | Total Expenditure | | 891,764 | | 413,350 | - | 1,305,114 | - | 1,101,975 | 203,139 | |
| Revenues | | | | | | | | | | | |
| 235-000 | Donations | | | | | | | | 23,120 | | |
| 110104 | Land Use Rollback | | | | | | | | 18,237 | (18,237) | |
| 189912 | Local Grants | | 47,500 | | 126,396 | | 173,896 | | 173,896 | - | |
| 240425 | State Grants | | 141,985 | | 196,104 | | 338,089 | | 362,534 | (24,445) | |
| | State Grant (Stewardship Acct) | | | | | | | | 18,514 | | |
| 330705 | Federal Grants | | 383,000 | | 21,250 | | 404,250 | | 398,750 | 5,500 | |
| | Total Revenue | | 572,485 | | 343,750 | - | 916,235 | - | 995,050 | (18,945) | |
| Conservation Easement Fund Balance | | | | | | | | | | | |
| 410100 | Local Tax Funding | 13,645 | 331,460 | | | | 331,460 | | 212,550 | 137,147 | added the Land Use Rollback revenue 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 |
| 235-000 | 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 | | | 279,367 | |
| | Total Revenue and Fund Balance | 112,901 | 1,003,202 | | | | 1,346,952 | | | 260,422 | |

Government Capital Projects

April 30, 2014

| Code | Description | FY 13 Carryover | FY 14 Original Budget/ Revenue Estimate | FY14 Supplemental Budget | Inter-projec Adjusts | Cumulative Budget With Adjusts | Outstanding Encumbrance | Year-to Date Expenditure/ Revenue | Available Balance | Notes |
|---|---|------------------|---|--------------------------|----------------------|--------------------------------|-------------------------|-----------------------------------|-------------------|---|
| 301 General Government Capital Expenditure | | | | | | | | | | |
| 800 | | | | | | | | | | |
| 94203 | Sheriff's Equipment (fingerprinting, etc.) | 20,827 | | | | 20,827 | | 5,850 | 14,977 | |
| 94204 | 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 |
| 94210 | Auto Replacement | 32,656 | | | | 32,656 | | 26,259 | 6,397 | |
| 94209 | Communications Equipment (Volunteer Fire Cos.) | | | 110,188 | 50,000 | 160,188 | 160,188 | | 1 | |
| 94214 | Resurface Tennis Courts | 53,401 | | | -53,401 | - | | | | moved funds to "Old Park Ofc Modifications" pjt per L Cooke request |
| 94215 | Pool Repair | 20,602 | | | | 20,602 | | 10,902 | 9,700 | |
| 94216 | Fencing - Ballfield & Pool | 10,000 | 20,000 | | | 30,000 | | | 30,000 | |
| 94263 | Old Park Office Modifications | | | | 53,401 | 53,401 | | | 53,401 | moved funds from "Resurface Tennis Courts" project |
| 94264 | Basefield Field Lighting | | | 5,000 | | 5,000 | | 4,906 | 94 | |
| 94271 | Additional Parking | 10,000 | | | | 10,000 | | | 10,000 | |
| 94278 | Sheriff's Vehicles | 98,537 | 84,000 | | | 182,537 | | 176,199 | 6,338 | |
| 94279 | Motorola Portable Radios | | | 50,000 | | 50,000 | 49,608 | | 392 | |
| 94280 | Communications Study | 50,000 | | | -50,000 | - | | | - | move \$50,000 to Communications Equipment pjt (grant match requirement) |
| 94283 | Sheriff's Mobile Radio System | 15,258 | | | | 15,258 | | 15,072 | 186 | |
| 94284 | Park Expansion | 10,000 | | | | 10,000 | | | 10,000 | |
| 94294 | Phone System (E-911) | 115,131 | | | | 115,131 | | 115,131 | 0 | |
| 94298 | Economic Development | 177,514 | | | | 177,514 | | | 177,514 | |
| 94299 | Technology Improvements | 20,872 | 40,000 | | | 60,872 | 70,744 | 4,854 | (14,727) | |
| 94300 | C-Spout Run Project | | | 141,603 | | 141,603 | | 9,148 | 132,455 | |
| 610-943 | Spout Run Cleanup (EPA Grant pjt) | | | 316,620 | | 316,620 | | | 316,620 | |
| 94318 | Sheriff's Building Renovation | 163,958 | | | | 163,958 | | 10,930 | 153,028 | |
| 94319 | Roofing | 86,633 | 50,000 | | | 136,633 | | | 136,633 | |
| 94320 | Plan Updates | 47,740 | | | | 47,740 | 13,368 | 34,372 | - | |
| 94261 | General District Court Repairs | | 81,000 | | | 81,000 | | | 81,000 | |
| 94324 | Carpeting (Includes Gen Dist Courthouse Seating) | 30,828 | | | | 30,828 | | 25,895 | 4,933 | tile at rec ctr, courthouse area, etc. |
| 94325 | Landscaping | 15,375 | | | | 15,375 | | | 15,375 | |
| 94331 | Parks Westside Sitework/Parking | 87,024 | | | | 87,024 | | | 87,024 | |
| 94337 | Recreation Center Additions/Wall Crack | 59,585 | | | | 59,585 | 55,400 | 2,865 | 1,320 | |
| 94338 | 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 | 382,662 | 458,516 | 1,608,521 | |
| | | | | 1,198,411 | | | | | | |
| Revenue | | | | | | | | | | |
| -160606 | E-911 PSAP Grant | 114,809 | | | | 114,809 | | 114,809 | - | |
| -330702 | National Fish & Wildlife Foundation (C-Spout Run Pjt) | | | 141,603 | | 141,603 | | 7,068 | 134,535 | |
| -330610 | Spout Run Cleanup (EPA Grant) | | | 316,620 | | 316,620 | | | 316,620 | |
| -240402 | Communications Equipment Grant (Vol. Fire Cos.) | | | 80,094 | | 80,094 | | | 80,094 | |
| -240403 | Motorola Portable Radios Grant (Asset Forfeiture) | | | 50,000 | | 50,000 | | | 50,000 | funds to receive from State Asset Forfeiture grant |
| -189904 | Baseball Field Lighting | | | 5,000 | | 5,000 | | 5,000 | - | |
| | Total Revenue | 114,809 | - | 593,317 | - | 708,126 | - | 126,877 | 581,248 | |
| | | | | 593,317 | | | | | | |
| 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 | | | 849,758 | |

Clarke County Board of Supervisors

Joint Administrative Services Board Update

Chip Schutte, seconded by David Ash, 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 | - | Aye |
| Michael Murphy | - | Absent |
| Charles “Chip” Schutte | - | Aye |

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, **Chip Schutte, seconded by David Ash, moved to reconvene in open session. The motion carried as follows:**

| | | |
|------------------------|---|--------|
| David Ash | - | Aye |
| J. Michael Hobert | - | Aye |
| Sharon Keeler | - | Aye |
| Michael Murphy | - | Absent |
| Charles “Chip” Schutte | - | Aye |

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 | - | Aye |
| Michael Murphy | - | Absent |
| Charles "Chip" Schutte | - | Aye |

4. ERP Discussion

Highlights of Board discussion include:

- Joint Administrative Services may need clerical assistance during ERP implementation.
- Mike Hobert suggested a person be designated for ERP implementation during the transition period. Chip Schutte will discuss with Mike Murphy.
- Rick Catlett was put forward for consideration as liaison to the Joint Administrative Services Board during the transition phase.
- Mike Hobert asked David Ash to contemplate alternative options to make staffing available and provide direction at the Board's next meeting.

5. Set Next Meeting

Tom Judge advised that the next regularly scheduled meeting of the Board set for Monday, April 28, 2014 at 1:00 pm in Meeting Room AB at the Berryville Clarke County Government Center might be cancelled.

From the ERP plan, Tom Judge proposed a meeting on Wednesday, May 7, 2014 at 1 pm. Due to scheduled interviews, Chip Schutte advised that he would let members know if he was able to attend. Following discussion, it was agreed that having School staff present during discussion was critical and the proposed date would be changed if necessary.

6. Adjournment

At 3:27 pm, Chairman Hobert adjourned the meeting.

Minutes Recorded and Transcribed by: Lora B. Walburn

3. Closed Session

Chip Schutte, seconded by Sharon Keeler, 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 | - | Absent |
| J. Michael Hobert | - | Aye |
| Sharon Keeler | - | Aye |
| Michael Murphy | - | Absent |
| Charles “Chip” Schutte | - | Aye |

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, **Chip Schutte, seconded by Sharon Keeler, moved to reconvene in open session. The motion carried as follows:**

| | | |
|------------------------|---|--------|
| David Ash | - | Absent |
| J. Michael Hobert | - | Aye |
| Sharon Keeler | - | Aye |
| Michael Murphy | - | Absent |
| Charles “Chip” Schutte | - | Aye |

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 | - | Absent |
| J. Michael Hobert | - | Aye |
| Sharon Keeler | - | Aye |
| Michael Murphy | - | Absent |
| Charles "Chip" Schutte | - | Aye |

4. Set Next Meeting

Chairman Hobert confirmed that the next regularly scheduled meeting of the Board is set for Tuesday, May 27, 2014 at 1:00 pm in Meeting Room AB at the Berryville Clarke County Government Center.

6. Adjournment

At 2:03 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:

A. Request for approval Hurricane Sandy grant applications:

- 2014-11R Authorizing Resolution Hurricane Sandy Disaster Relief Assistance Grant Program for Historic Properties, in an amount not to exceed \$145,000
- 2014-12R Authorizing Resolution Hurricane Sandy Disaster Relief Assistance Grant Program for Historic Properties, in an amount not to exceed \$90,640

B. Appointments to Boards and Commissions Not Previously Recommended by the Personnel Committee

MEMORANDUM

TO: Board of Supervisors, David Ash
FROM: Alison Teetor
DATE: May 15, 2014
SUBJECT: Request for approval Hurricane Sandy grant applications

The Clarke County Conservation Easement Authority holds an easement on Greenway Court and is charged with administering the rehabilitation of the historic structures and archeological surveys. The County is eligible to apply for Hurricane Sandy Disaster Relief Assistance Grant for Historic Properties. The Federal Emergency Management Agency (FEMA) issued major disaster declarations in 12 States and the District of Columbia after Hurricane Sandy occurred in October 2012. Within those states receiving major disaster declarations, FEMA further designated individual counties eligible for assistance, of which Clarke County is one. The funds are available for historic preservation projects providing relief for damages in the designated communities

On behalf of the NPS, the Virginia Department of Historic Resources (DHR) offers grant assistance from these funds for the preservation of properties listed or eligible for listing in the National Register of Historic Places which were damaged by Hurricane Sandy . DHR is the State Historic Preservation Office (SHPO) for the Commonwealth of Virginia. The Director of DHR is the State Historic Preservation Officer.

The Easement Authority applied for 2 grants: 1) will complete the stabilization of the historic structures at Greenway Court the grant amount requested is \$145,000 with \$2000 provided as in kind match for administering the project. 2) to complete an archeological survey the grant amount requested is \$90,640 with \$1,000 of in kind match.

The Authority is requesting the Board to authorize Mr. Ash to sign the attached resolution authorizing the grant application.

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

Authorizing Resolution Hurricane Sandy Disaster Relief Assistance Grant Program for Historic Properties, in an amount not to exceed \$145,000 2014-11R

TRANSMITTAL

I, David L. Ash, Clerk of the Clarke County Board of Supervisors, Clarke County, Virginia, do hereby certify that the following resolution will be considered for adoption at a regular meeting of the Clarke County Board of Supervisors to be held on May 20, 2014, and if adopted, will be incorporated in the original minutes of said meeting, and that said resolution will not be altered, amended or revoked and is in full force and effect.

AUTHORIZING RESOLUTION

BE IT RESOLVED: That the Alison Teetor, Clerk, Clarke County Conservation Easement Authority, Clarke County, Virginia is hereby authorized and directed to file an application for funds from the Virginia Historic Preservation Office in accordance with the provisions of Public law 113-2 Hurricane Sandy Disaster Relief Assistance Grant Program for Historic Properties, in an amount not to exceed \$145,000, and upon approval of said request to enter into and execute a project agreement with the Virginia Historic Preservation Office for such financial assistance to Clarke County for Greenway Court Repair and Rehabilitation.

David L. Ash, Clerk of the Board of Supervisors

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

Authorizing Resolution

Hurricane Sandy Disaster Relief Assistance Grant Program for Historic Properties, in an amount not to exceed \$90,640
2014-12R

TRANSMITTAL

I, David L. Ash, Clerk of the Clarke County Board of Supervisors, Clarke County, Virginia, do hereby certify that the following resolution will be considered for adoption at a regular meeting of the Clarke County Board of Supervisors to be held on May 20, 2014, and if adopted, will be incorporated in the original minutes of said meeting, and that said resolution will not be altered, amended or revoked and is in full force and effect.

AUTHORIZING RESOLUTION

BE IT RESOLVED: That the Alison Teetor, Clerk, Clarke County Conservation Easement Authority, Clarke County, Virginia is hereby authorized and directed to file an application for funds from the Virginia Historic Preservation Office in accordance with the provisions of Public law 113-2 Hurricane Sandy Disaster Relief Assistance Grant Program for Historic Properties, in an amount not to exceed \$90,640.00 and upon approval of said request to enter into and execute a project agreement with the Virginia Historic Preservation Office for such financial assistance to Clarke County for Greenway Court Archeological Surveys.

David L. Ash, Clerk of the Board of Supervisors

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 | | |
| 4/15/2014 | 1748 | Provide presentation and report to the Board. | CCPS; Brad Draeger | Complete | 4/21/2014 |
| 4/15/2014 | 1749 | Provide notice of conditional approval for Full Moon Field Festival to applicant, adjoining property owners and applicable agencies. | Lora Walburn | Complete | 4/16/2014 |
| 4/15/2014 | 1750 | Provide applicant notice of denial for SUP-13-02 / SP-13-08. | Brandon Stidham | Complete | 4/16/2014 |
| 4/15/2014 | 1751 | Modify and process approved minutes. | Lora B. Walburn | Complete | 4/16/2014 |
| 4/15/2014 | 1752 | Process approved SYIP FY2015-2020 letter to VDOT. | Lora B. Walburn | Complete | 4/16/2014 |
| 4/15/2014 | 1753 | Process approved 2014-05R. | Lora B. Walburn | Complete; presentation scheduled for 5/8 | 4/16/2014 |
| 4/15/2014 | 1754 | Update database and draft letters of appointment. | Lora B. Walburn | Complete | 4/16/2014 |
| 4/15/2014 | 1755 | Execute letters of appointment. | J. Michael Hobert | Complete | 4/16/2014 |
| 4/15/2014 | 1756 | Process letters to DEQ and legislators re White Post Dairy. | Lora B. Walburn | Complete | 4/24/2014 |
| 4/15/2014 | 1757 | Modify Fire & EMS Director Job Description. | Brandon Stidham | Complete | 4/23/2014 |
| 4/15/2014 | 1758 | Verify work group's recommendation for Commission membership. | Brandon Stidham | Included in Work Session packet | 5/6/2014 |
| 4/15/2014 | 1759 | Set up meeting between CCSA and the Regional Landfill to discuss ways to reduce operating costs | David Ash | Complete | 4/16/2014 |
| 4/15/2014 | 1760 | Work with VDOT on SSYP. | David Ash | Public hearing advertised for 5/20 | 4/24/2014 |
| 4/15/2014 | 1761 | Draft and publish SSYP public hearing notice. | Lora B. Walburn | Sent to Winc Star & added to website | 4/24/2014 |
| 4/15/2014 | 1762 | Schedule Access Independence presentation to the Board | David Ash | | |

Clarke County Board of Supervisors

Board Member Committee Status Reports

Clarke County Board of Supervisors

Citizen Comment Period

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Clarke County Board of Supervisors & VDOT Public Hearing Notice May 20, 2014 6:30 pm

The Virginia Department of Transportation and the Board of Supervisors of Clarke County, in accordance with Section 33.1-70.01 of the Code of Virginia, will conduct a joint public hearing in the Berryville Clarke County Government Center Main Meeting Room, 101 Chalmers Court, 2nd Floor, Berryville, VA, on Tuesday, May 20, 2014 at 6:30 pm.

PH 14-08: The purpose of this public hearing is to receive public comment on the proposed Secondary Six-Year Plan for 2014/2015 - 2019/2020 in Clarke County, and on the Secondary System Construction Budget for Fiscal Year 2015.

Copies of the proposed Plan and Budget may be reviewed at the Edinburg Residency Office of the Virginia Department of Transportation, located at 14031 Old Valley Pike Edinburg, Virginia or Clarke County offices located at 101 Chalmers Court, Suite B, Berryville, Virginia. For a pdf copy of the plan, [click here](#).

All projects in the Secondary Six-Year Plan that are eligible for federal funds will be included in the Statewide Transportation Improvement Program (STIP), which documents how Virginia will obligate federal transportation funds.

Persons requiring special assistance to attend and participate in this hearing should contact the Virginia Department of Transportation at 1-800-367-7623. Any person who wishes to speak on this item is invited to attend the hearing.

David L. Ash - County Administrator

If weather or other conditions make it hazardous for members to attend, then, the matter shall be heard at 1:00 pm on the Thursday following the regularly scheduled Tuesday. All hearings previously advertised shall be conducted at the continued meeting. In the event said day falls upon any legal holiday, the meeting shall be held on the next following regular business day.

County Offices

101 Chalmers Court, Suite B
Berryville, VA 22611
540-955-5100

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[County Code](#) | [Admin](#)

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CLARKE COUNTY SECONDARY SYSTEM IMPROVEMENT PLAN 2014/15-2019/20

May 20, 2014

Ed Carter/Steve Damron

Edinburg Residency

Secondary System Clarke County Construction Program Estimated Allocations

| Fund | FY2015 | FY2016 | FY2017 | FY2018 | FY2019 | FY2020 | Total |
|-----------------------------|-----------------|-----------------|------------------|------------------|------------------|------------------|------------------|
| CTB Formula - Unpaved State | \$30,956 | \$57,918 | \$84,659 | \$85,807 | \$92,269 | \$89,288 | \$440,897 |
| Secondary Unpaved Roads | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TeleFee | \$29,381 | \$29,381 | \$29,381 | \$29,381 | \$29,381 | \$29,381 | \$176,286 |
| Residue Parcels | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| STP Converted from IM | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Federal STP - Bond Match | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Formula STP | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| MG Formula | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| BR Formula | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Other State Match | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| State Formula - State | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| State Funds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Federal STP | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Total | \$60,337 | \$87,299 | \$114,040 | \$115,188 | \$121,650 | \$118,669 | \$617,183 |

Clarke County

Estimated Allocations

Funding Comparison FY-14 to FY-15

SSYP 2014-2019

| Fund | FY2014 | FY2015 | FY2016 | FY2017 | FY2018 | FY2019 | Total |
|-----------------------------|-----------------|-----------------|------------------|------------------|------------------|------------------|------------------|
| CTB Formula - Unpaved State | \$7,437 | \$62,260 | \$94,327 | \$108,111 | \$108,111 | \$108,111 | \$488,357 |
| Secondary Unpaved Roads | \$0 | \$0 | \$0 | \$21,988 | \$27,464 | \$33,218 | \$82,670 |
| TeleFee | \$29,127 | \$30,388 | \$30,388 | \$30,388 | \$30,388 | \$30,388 | \$181,067 |
| Total | \$36,564 | \$92,648 | \$124,715 | \$160,487 | \$165,963 | \$171,717 | \$752,094 |

SSYP 2015-2020

| Fund | FY2015 | FY2016 | FY2017 | FY2018 | FY2019 | FY2020 | Total |
|-----------------------------|-----------------|-----------------|------------------|------------------|------------------|------------------|------------------|
| CTB Formula - Unpaved State | \$30,956 | \$57,918 | \$84,659 | \$85,807 | \$92,269 | \$89,288 | \$440,897 |
| Secondary Unpaved Roads | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TeleFee | \$29,381 | \$29,381 | \$29,381 | \$29,381 | \$29,381 | \$29,381 | \$176,286 |
| Total | \$60,337 | \$87,299 | \$114,040 | \$115,188 | \$121,650 | \$118,669 | \$617,183 |

FY 14 - 15 Funding Difference

| Fund | FY2015 | FY2016 | FY2017 | FY2018 | FY2019 | Total |
|-----------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|--------------------|
| CTB Formula - Unpaved State | (\$31,304) | (\$36,409) | (\$23,452) | (\$22,304) | (\$15,842) | (\$129,311) |
| Secondary Unpaved Roads | \$0 | \$0 | (\$21,988) | (\$27,464) | (\$33,218) | (\$82,670) |
| TeleFee | (\$1,007) | (\$1,007) | (\$1,007) | (\$1,007) | (\$1,007) | (\$5,035) |
| Total | (\$32,311) | (\$37,416) | (\$46,447) | (\$50,775) | (\$50,067) | (\$217,016) |

MAJOR PROJECTS

| ROUTE | ROAD NAME UPC # | FROM | TO | AVERAGE DAILY TRAFFIC COUNT | DESCRIPTION OF WORK | VICINITY | ESTIMATED COST | TENTATIVE AD/START DATE | COMMENTS |
|-------|-----------------------------------|----------------------------------|----------------------------|--------------------------------|--------------------------|--------------------|----------------|-------------------------|--|
| 761 | Old Charlestown Road UPC 98956 | At Frederick/Clarke Co line | | 1200 | Replace bridge structure | | \$4,336,884 | 12/2017 | Federal Funds |
| 657 | Senseny Road UPC 103478 | Int. Rt. 340 | | 8600 | Improve Intersection | Town of Berryville | \$650,000 | 5/2015 | Approved HSIP Project |
| * 723 | Old Winchester Road UPC 86316 | .05 miles E County line | .05 miles W County line | 880 | Replace bridge structure | | \$1,718,365 | 10/2017 | Federal Funds |
| 636 | Westwood Road UPC 104351 | Rt. 7 Bus | Ramsburg Lane | 780 | Reconstruction | | \$5,770,000 | PE 09/2013 | Partial Funded SSYP Project Start PE |
| 612 | Shepards Mill Road UPC 104352 | Rt. 7 | .33 MI N. Rt. 7 | 1600 | Safety Improvement | | \$375,000 | 04/2015 | Unfunded SSYP Project |
| 606 | River Road UPC 105007 | Between Route 607 and Route 7 | | 800 | Washout Repair | | \$200,000 | 09/2013 | Funded |

*Listed in Frederick County's Secondary Plan

NEW HARDSURFACE PROJECTS

| PRIORITY | ROUTE | ROAD NAME UPC # | FROM | TO | LENGTH (miles) | AVERAGE DAILY TRAFFIC COUNT | VICINITY | ESTIMATED COST | TENTATIVE AD/START DATE | COMMENTS |
|----------|-------|--------------------------|---------|-----------------------|----------------|-----------------------------------|----------|------------------------|-------------------------|-----------------|
| 1) | 639 | Allen Road UPC 105008 | Rt. 632 | 1.1 MI. W. Rt. 632 | 1.1 Miles | 170 | | Est. Cost \$335,000 | 4/2018 | Rural Rustic |

UNPRIORITIZED/UNFUNDED PROJECTS

| ROUTE | ROAD NAME | FROM | TO | AVERAGE DAILY TRAFFIC COUNT | LENGTH (miles) | REQUEST | COMMENTS |
|-------|------------|----------------------|--------------|-----------------------------|----------------|------------------------|------------------------|
| 639 | Allen Road | 1.44 mi W Rt. 611 | Int. Rt. 611 | 170 | 1.44 Miles | Potential Rural Rustic | Est. Cost \$482,400 |

Planning Estimates-Typical Sections

| | <u>Cost Per Mile</u> |
|----------------------------------|----------------------|
| 1. Rural Rustic | \$ 305,000 |
| 2. Avg. 2-Lane Road Reconst. | \$ 809,952 |
| 3. 2-Lane Road New Location | \$ 2,230,800 |
| 4. Avg. 4-Lane Road Reconst. | \$ 2,415,128 |
| 5. Avg. 4-Lane Road New Location | \$ 4,461,600 |

QUESTIONS/COMMENTS

?

Secondary System
Clarke County
Construction Program
Estimated Allocations

| Fund | FY2015 | FY2016 | FY2017 | FY2018 | FY2019 | FY2020 | Total |
|-----------------------------|-----------------|-----------------|------------------|------------------|------------------|------------------|------------------|
| CTB Formula - Unpaved State | \$30,956 | \$57,918 | \$84,659 | \$85,807 | \$92,269 | \$89,288 | \$440,897 |
| Secondary Unpaved Roads | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TeleFee | \$29,381 | \$29,381 | \$29,381 | \$29,381 | \$29,381 | \$29,381 | \$176,286 |
| Residue Parcels | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| STP Converted from IM | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Federal STP - Bond Match | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Formula STP | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| MG Formula | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| BR Formula | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Other State Match | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| State Formula - State | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| State Funds | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Federal STP | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Total | \$60,337 | \$87,299 | \$114,040 | \$115,188 | \$121,650 | \$118,669 | \$617,183 |

Board Approval Date:

Residency Administrator

Date

County Administrator

Date

District: Staunton
 County: Clarke County
 Board Approval Date:

SECONDARY SYSTEM CONSTRUCTION PROGRAM (in dollars)

2015-16 through 2019-20

| Route PPMS ID Accomplishment Type of Funds Type of Project Priority # | Road Name Project # Description FROM TO Length | Estimated Cost Ad Date | Previous Funding SSYP Funding Other Funding Total | Additional Funding Required | PROJECTED FISCAL YEAR ALLOCATIONS | | | | | | Balance to complete | Traffic Count Scope of Work FHWA # Comments |
|--|---|---|---|-----------------------------------|-----------------------------------|---------|---------|---------|---------|---------|------------------------|---|
| | | | | | 2014-15 | 2015-16 | 2016-17 | 2017-18 | 2018-19 | 2019-20 | | |
| Rt.0723 64818 STATE FORCES/HIRED EQUIPMENT S No Plan 0001.03 | MILLWOOD ROAD 0723021 RTE 723 - BRIDGE REHAB 0.62 to Route 255 1.35 to Route 340 0.1 | PE \$183,153 RW \$25,000 CON \$841,180 Total \$1,049,333 | \$71,011 \$108,399 \$179,410 | \$869,923 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$869,923 | 1400 Bridge Rehab w/o Added Capacity 16014 Complete schedule & estimate required. |
| Rt.0636 104351 RAAP CONTRACT No Plan 0004.01 | Westwood Road 0636021723 Rt. 636 Westwood Road Improvements Rt 7 Business Ramsburg Lane 0.4 | PE \$250,000 RW \$0 CON \$2,250,000 Total \$2,500,000 | \$274,121 (\$68,745) \$205,376 | \$2,294,624 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$2,294,624 | 780 Reconstruction w/ Added Capacity 13003 |
| Rt.0606 105007 STATE FORCES/HIRED EQUIPMENT 0004.02 | River Road 0606021728 Rt. 606 Streambank Repair 0.64 mile south of Route 7 0.66 mile south of Route 7 0.0 | PE \$0 RW \$0 CON \$200,000 Total \$200,000 | \$200,000 \$0 \$200,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | 100 Restoration and Rehabilitation 16006 |
| Rt.0639 105008 NON VDOT No Plan 0004.04 | Allen Road 0639021729 Allen Rd - Secondary Unpaved Road Project Phase I Rt. 611 - Summit Point Road 1.1 MI W Rt. 611 - Summit Point Road 1.1 | PE \$10,000 RW \$0 CON \$325,000 Total \$335,000 | \$128,391 \$0 \$128,391 | \$206,609 | \$0 | \$0 | \$0 | \$0 | \$0 | \$2,500 | \$204,109 | 170 Reconstruction w/o Added Capacity 16004 |
| Rt.4003 100135 S 9999.99 | 1204003 COUNTYWIDE RURAL ADDITIONS VARIOUS LOCATIONS IN COUNTY VARIOUS LOCATIONS IN COUNTY | PE \$0 RW \$0 CON \$250,000 Total \$250,000 | \$28 \$0 \$28 | \$249,972 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$249,972 | 0 Reconstruction w/o Added Capacity 16004 RURAL ADDITIONS - SECTION 33.1 -72.1. ROLLOVER OF FUNDS CAN BE FOR FIVE YEARS. |

District: Staunton
 County: Clarke County
 Board Approval Date:

SECONDARY SYSTEM CONSTRUCTION PROGRAM (in dollars)

2015-16 through 2019-20

| Route | Road Name | Estimated Cost | Previous Funding | Additional Funding Required | PROJECTED FISCAL YEAR ALLOCATIONS | | | | | | Balance to complete | Traffic Count Scope of Work FHWA # Comments |
|-----------------|------------------------------------|-----------------|------------------|-----------------------------|-----------------------------------|----------|-----------|-----------|-----------|----------|---------------------|--|
| | | | | | 2014-15 | 2015-16 | 2016-17 | 2017-18 | 2018-19 | 2019-20 | | |
| PPMS ID | Project # | | | | | | | | | | | |
| Accomplishment | Description | | | | | | | | | | | |
| Type of Funds | FROM | | SSYP Funding | | | | | | | | | |
| Type of Project | TO | | Other Funding | | | | | | | | | |
| Priority # | Length | Ad Date | Total | | | | | | | | | |
| Rt.4007 | | PE \$0 | | | | | | | | | | |
| 100148 | 1204007 | RW \$0 | \$13,184 | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | | 0 |
| NOT APPLICABLE | COUNTYWIDE TRAFFIC SERVICES | CON \$250,000 | \$0 | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | | Safety |
| S | VARIOUS LOCATIONS IN COUNTY | Total \$250,000 | \$13,184 | \$236,816 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$236,816 | 11021 |
| 9999.99 | VARIOUS LOCATIONS IN COUNTY | 3/1/2011 | | | | | | | | | | TRAFFIC SERVICES INCLUDE SECONDARY SPEED ZONES, SPEED STUDIES, OTHER NEW SECONDARY SIGNS |
| Rt.4005 | | PE \$0 | | | | | | | | | | |
| 100204 | 1204005 | RW \$0 | \$65,360 | | \$60,337 | \$87,299 | \$114,040 | \$115,188 | \$121,650 | \$89,488 | | 0 |
| S | COUNTYWIDE ENGINEERING & SURVEY | CON \$250,000 | (\$9,048) | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | | Preliminary Engineering |
| 9999.99 | VARIOUS LOCATIONS IN COUNTY | Total \$250,000 | \$56,312 | \$193,688 | \$60,337 | \$87,299 | \$114,040 | \$115,188 | \$121,650 | \$89,488 | (\$394,314) | 16015 |
| | VARIOUS LOCATIONS IN COUNTY | 3/1/2011 | | | | | | | | | | MINOR SURVEY & PRELIMINARY ENGINEERING FOR BUDGET ITEMS AND INCIDENTAL TYPE WORK. |
| Rt.4006 | | PE \$0 | | | | | | | | | | |
| 100300 | 1204006 | RW \$0 | \$1,000 | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | | 0 |
| S | COUNTYWIDE FERTILIZATION & SEEDING | CON \$250,000 | \$0 | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | | Preliminary Engineering |
| 9999.99 | VARIOUS LOCATIONS IN COUNTY | Total \$250,000 | \$1,000 | \$249,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$249,000 | 16015 |
| | VARIOUS LOCATIONS IN COUNTY | 3/1/2011 | | | | | | | | | | FERTILIZATION AND SEEDING TO IMPROVE SLOPE STABILIZATION ON SECONDARY SYSTEM |
| Rt.4008 | | PE \$0 | | | | | | | | | | |
| 100352 | 1204008 | RW \$0 | \$5,000 | | \$0 | \$0 | \$0 | \$0 | \$0 | \$26,681 | | 0 |
| S | COUNTYWIDE RIGHT OF WAY ENGR. | CON \$250,000 | \$0 | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | | Right of Way |
| 9999.99 | VARIOUS LOCATIONS IN COUNTY | Total \$250,000 | \$5,000 | \$245,000 | \$0 | \$0 | \$0 | \$0 | \$0 | \$26,681 | \$218,319 | 16016 |
| | VARIOUS LOCATIONS IN COUNTY | 1/30/2011 | | | | | | | | | | USE WHEN IMPARTIAL TO OPEN A PROJECT: ATTORNEY FEES and ACQUISITION COST. |

Clarke County Board of Supervisors

Adjournment

Clarke County Board of Supervisors

Monthly Reports:

1. Building Department
2. Commissioner of the Revenue

Clarke County Board of Supervisors

Board Reports:

- A. Building Department
- B. Commissioner of the Revenue
- C. Cooperative Extension
- D. 2013 Annual Report – Department of Planning

RESIDENTIAL CONSTRUCTION

NEW SINGLE FAMILY

| Owner/Address | Description/Parcel ID | Estimated Value |
|--|-------------------------------------|------------------|
| NEWMAN, GEORGE J & JOAN S 188 ASHLEY WOODS LANE 20135 | NEW RESIDENCE SINGLE 33-6-C | 669,185 |
| MCCLENAHAN, NICHOLAS J 9 BUNDY STREET 22611 | NEW RESIDENCE SINGLE 14A2-A-23 | 140,325 |
| LEONE, ROSEMARY 300 BEAUREGARD COURT 22611 | NEW RESIDENCE SINGLE 14A7-14-249 | 241,775 |
| TOTALS: | 3 | 1,051,285 |
| TOTAL NEW RESIDENTAL CONSTRUCTION: | 3 | 1,051,285 |

RESIDENTIAL RENOVATIONS

| Owner/Address | Description/Parcel ID | Estimated Value |
|---|---------------------------------------|-----------------|
| ALLISON, LORETTA MAE 116 LIBERTY STREET 22611 | ADDITION/REMODEL SINGLE 14A2-21-1 | 93,900 |
| SPONSELLER, LOUISE R 121 SWAN AVENUE 22611 | ADDITION/REMODEL SINGLE 14A4-3-5 | 79,200 |
| LOCAL WOOD, LLC 300 NORTH BUCKMARSH STREET 22611 | ADDITION/REMODEL SINGLE 14A2-A-8 | 111,174 |
| FARNLEY FARM LIMITED PARTNERSHIP 619 FARNLEY LANE 22663 | REMODEL-MINIMUM FEE 36-A-4 | 0 |
| ULBRICH, BRIAN N & VALERIE B 28 BUSHLAND LANE 22611 | ADDITION/REMODEL SINGLE 13-A-46E | 62,100 |
| JUANITA T SMITH FAMILY TRUST 384 WRIGHTS MILL ROAD 22611 | REMODEL-MINIMUM FEE 6-A-47 | 0 |
| TURNER, RICHARD A JR & ANN K 403 MILL LANE 22620 | ADDITION/REMODEL SINGLE 22-1-10 | 62,000 |
| WILLIAMS, DAVID L & LESLIE J 117 ISAAC COURT 22611 | ADDITION/REMODEL SINGLE 14A8-4-153 | 164,445 |
| TOTALS: | 8 | 572,819 |

COMMERCIAL CONSTRUCTION

COMMERCIAL RENOVATIONS

| Owner/Address | Description/Parcel ID | Estimated Value |
|--|-----------------------|-----------------|
| GEORGETOWN UNIVERSITY 410 LOYOLA LANE 20135 | REMODEL COMMERCIAL | 336,000 |

| | | |
|--|---------------------|----------------|
| VFW 9760 425 SOUTH BUCKMARSH STREET 22611 | REMODEL-MINIMUM FEE | 0 |
| TOTALS: | 2 | 336,000 |

OTHER BUILDING PERMITS

| Owner/Address | Description/Parcel ID | Estimated Value |
|--|--------------------------|-----------------|
| GARDNER, JANET C 724 SHEPHERDS MILL ROAD 22611 | DECK/PORCH | 0 |
| DELRE, JOHN W & MACKLIN, SUSAN K 2336 SALEM CHURCH ROAD 22620 | STORAGE SHED | 9,000 |
| CRIM, FRANK S 1528 LEWISVILLE ROAD 22611 | ACCESSORY BLDG | 11,520 |
| LONG BRANCH 830 LONG BRANCH LANE 22646 | TENTS OVER 900' | 0 |
| CARPENTER, DANIEL RAY & TAMMY JO 214 EBENEZER ROAD 20135 | NEW SINGLE FAMILY GARAGE | 24,226 |
| THIEL, JOHN R & EVELYN JORAN-THIEL 1440 BEECHWOOD LANE 20135 | RESIDENTIAL C/O | 0 |
| LEMARR, RONALD L & SUSAN D 1980 TRIPLE J ROAD 22611 | LAND DISTURBANCE PERMIT | 0 |
| CAPPS, CAROL G 500 EAST MAIN STREET 22611 | DECK/PORCH | 2,000 |
| PIERCE, EDWIN R & MARILYN R 227 SOUTH CHURCH STREET 22611 | TENTS OVER 900' | 0 |
| LONG BRANCH 830 LONG BRANCH LANE 22646 | TENTS OVER 900' | 0 |
| TOTALS: | 10 | 46,746 |

| | | |
|---|-----------|------------------|
| TOTAL # OF BUILDING PERMITS / VALUE: | 23 | 2,006,850 |
|---|-----------|------------------|

CERTIFICATES OF OCCUPANCY

| DATE ISSUED | ADDRESS | TYPE |
|------------------------|---------|------|
| NO C/O's ISSUED | | |

| | |
|--|-----------------|
| TOTAL PERMIT & INSPECTION FEES COLLECTED: | 14,866.0 |
| TOTAL OTHER REVENUE COLLECTED: | 0.00 |
| STATE SURCHARGE COLLECTED: COLLECTED: | 265.74 |
| TOTAL REVENUE COLLECTED: | 14,866.0 |

OTHER PERMITS ISSUED:

| TYPE | RES | COMM | FEES | VALUE |
|-------------------|----------|----------|----------|----------|
| ELECTRICAL PERMIT | 1 | 0 | 0 | 0 |
| PLUMBING PERMIT | 1 | 0 | 0 | 0 |
| TOTALS: | 2 | 0 | 0 | 0 |

PROJECT CODE RECAP

| PERMITS BY TYPE | # OF PERMITS | ESTIMATED VALUE |
|--------------------------------|--------------|------------------|
| ACCESSORY BLDG RESIDENTIAL | 1 | 11,520 |
| ADDITION/REMODEL SINGLE FAMILY | 6 | 572,819 |
| DECK/PORCH | 2 | 2,000 |
| ELECTRIC PERMITS | 28 | 0 |
| LAND DISTURBANCE PERMIT | 1 | 0 |
| MECHANICAL PERMITS | 18 | 0 |
| NEW RESIDENCE SINGLE FAMILY | 3 | 1,051,285 |
| NEW SINGLE FAMILY GARAGE | 1 | 24,226 |
| PLUMBING PERMITS | 13 | 0 |
| REMODEL COMMERCIAL | 1 | 336,000 |
| REMODEL-MINIMUM FEE (COMM) | 1 | 0 |
| REMODEL-MINIMUM FEE (RES) | 2 | 0 |
| RESIDENTIAL C/O | 1 | 0 |
| STORAGE SHED | 1 | 9,000 |
| TENTS OVER 900' | 3 | 0 |
| TOTALS | 82 | 2,006,850 |

PERMITS BY AREA

| DESCRIPTION | # OF PERMITS | ESTIMATED VALUE |
|---------------------|--------------|-----------------|
| GREENWAY DISTRICT | 9 | 0 |
| CHAPEL DISTRICT | 14 | 0 |
| BATTLETOWN DISTRICT | 13 | 0 |
| LONGMARSH DISTRICT | 13 | 0 |
| BERRYVILLE DISTRICT | 33 | 0 |
| TOTALS | 82 | 0 |

INSPECTIONS BY TYPE

| PERMIT TYPE | # OF INSPECTIONS | RES | COMM |
|-------------------|------------------|------------|-----------|
| BUILDING PERMIT | 85 | 76 | 9 |
| ELECTRICAL PERMIT | 61 | 53 | 8 |
| MECHANICAL PERMIT | 56 | 46 | 10 |
| PLUMBING PERMIT | 27 | 24 | 3 |
| TOTALS | 229 | 199 | 30 |

| 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 |
|---------------|-----------|----------------|-----------------|-------------|-----------|-----------|----------|-----------|-----------|-----------|------------|---------------|-------------|--------------------|------|----------|
| Tuesday | 4/1/2014 | 6 | 2 | 8 | 3 | 5 | | 4 | | | 12 | 130026 | 130191 | 165 | | |
| Wednesday | 4/2/2014 | 6 | 2 | 8 | 3 | 4 | 4 | 1 | 2 | | 14 | 130091 | 130158 | 67 | | |
| Thursday | 4/3/2014 | 6 | 2 | 8 | 6 | 4 | | | | 1 | 11 | 130158 | 130199 | 41 | | |
| Friday | 4/4/2014 | 6 | 2 | 8 | 7 | 3 | 1 | | 1 | | 12 | 130199 | 130284 | 85 | | |
| Saturday | 4/5/2014 | | | 0 | | | | | | | 0 | | | 0 | | |
| Sunday | 4/6/2014 | | | 0 | | | | | | | 0 | | | 0 | | |
| Monday | 4/7/2014 | 6 | 2 | 8 | 4 | 3 | | 1 | 3 | | 11 | 130284 | 130346 | 62 | | |
| Tuesday | 4/8/2014 | 6 | 2 | 8 | 3 | 3 | 1 | 1 | 3 | | 11 | 130346 | 130402 | 56 | | |
| Wednesday | 4/9/2014 | 6 | 2 | 8 | 5 | 3 | | | 1 | | 9 | 130402 | 130455 | 53 | | |
| Thursday | 4/10/2014 | 6 | 2 | 8 | 2 | 2 | | 1 | 2 | | 7 | 130455 | 130500 | 45 | | |
| Friday | 4/11/2014 | 6 | 2 | 8 | 2 | 2 | 3 | 1 | 2 | 1 | 11 | 130500 | 130555 | 55 | | |
| Saturday | 4/12/2014 | | | 0 | | | | | | | 0 | | | 0 | | |
| Sunday | 4/13/2014 | | | 0 | | | | | | | 0 | | | 0 | | |
| Monday | 4/14/2014 | 6 | 2 | 8 | 1 | 2 | 1 | 1 | | | 5 | 130555 | 130634 | 79 | | |
| Tuesday | 4/15/2014 | 6 | 2 | 8 | 5 | 4 | 2 | 1 | 3 | | 15 | 130634 | 130698 | 64 | | |
| Wednesday | 4/16/2014 | 4 | 4 | 8 | | 1 | 1 | | | | 2 | 130698 | 130742 | 44 | | |
| Thursday | 4/17/2014 | 5 | 3 | 8 | 1 | 2 | 1 | | | | 4 | 130742 | 130790 | 48 | | |
| Friday | 4/18/2014 | 6 | 2 | 8 | 4 | 3 | 3 | | | | 10 | 130790 | 130843 | 53 | | |
| Saturday | 4/19/2014 | | | 0 | | | | | | | 0 | | | 0 | | |
| Sunday | 4/20/2014 | | | 0 | | | | | | | 0 | | | 0 | | |
| Monday | 4/21/2014 | 4 | 4 | 8 | 1 | | 1 | | 1 | | 3 | 130843 | 130912 | 69 | | |
| Tuesday | 4/22/2014 | school | | 0 | | | | | | | 0 | | | 0 | | |
| Wednesday | 4/23/2014 | school | | 0 | | | | | | | 0 | | | 0 | | |
| Thursday | 4/24/2014 | school | | 0 | | | | | | | 0 | | | 0 | | |
| Friday | 4/25/2014 | 7 | 2 | 9 | 4 | 6 | 7 | 1 | 1 | 1 | 20 | 130912 | 131011 | 99 | | |
| Saturday | 4/26/2014 | | | 0 | | | | | | | 0 | | | 0 | | |
| Sunday | 4/27/2014 | | | 0 | | | | | | | 0 | | | 0 | | |
| Monday | 4/28/2014 | 5 | 3 | 8 | 2 | 1 | 1 | 1 | | 1 | 6 | 131011 | 131080 | 69 | | |
| Tuesday | 4/29/2014 | 4 | 4 | 8 | 1 | 1 | | 3 | | | 5 | 131080 | 131120 | 40 | | |
| Wednesday | 4/30/2014 | 5 | 4 | 9 | 3 | 5 | 1 | 2 | 3 | | 14 | 131120 | 131179 | 59 | | |
| TOTALS | | 106 | 48 | 154 | 57 | 54 | 27 | 18 | 22 | 4 | 182 | | | 1253 | 0 | |

| 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 |
|---------------|-----------|----------------|-----------------|-------------|-----------|-----------|----------|-----------|-----------|-----------|------------|---------------|-------------|--------------------|------|----------|
| Tuesday | 4/1/2014 | | | 0 | | | | | | | 0 | | | 0 | | |
| Wednesday | 4/2/2014 | | | 0 | | | | | | | 0 | | | 0 | | |
| Thursday | 4/3/2014 | | | 0 | | | | | | | 0 | | | 0 | | |
| Friday | 4/4/2014 | | | 0 | | | | | | | 0 | | | 0 | | |
| Saturday | 4/5/2014 | | | 0 | | | | | | | 0 | | | 0 | | |
| Sunday | 4/6/2014 | | | 0 | | | | | | | 0 | | | 0 | | |
| Monday | 4/7/2014 | | | 0 | | | | | | | 0 | | | 0 | | |
| Tuesday | 4/8/2014 | | | 0 | | | | | | | 0 | | | 0 | | |
| Wednesday | 4/9/2014 | | | 0 | | | | | | | 0 | | | 0 | | |
| Thursday | 4/10/2014 | | | 0 | | | | | | | 0 | | | 0 | | |
| Friday | 4/11/2014 | | | 0 | | | | | | | 0 | | | 0 | | |
| Saturday | 4/12/2014 | | | 0 | | | | | | | 0 | | | 0 | | |
| Sunday | 4/13/2014 | | | 0 | | | | | | | 0 | | | 0 | | |
| Monday | 4/14/2014 | | | 0 | | | | | | | 0 | | | 0 | | |
| Tuesday | 4/15/2014 | | | 0 | | | | | | | 0 | | | 0 | | |
| Wednesday | 4/16/2014 | | | 0 | | | | | | | 0 | | | 0 | | |
| Thursday | 4/17/2014 | | | 0 | | | | | | | 0 | | | 0 | | |
| Friday | 4/18/2014 | | | 0 | | | | | | | 0 | | | 0 | | |
| Saturday | 4/19/2014 | | | 0 | | | | | | | 0 | | | 0 | | |
| Sunday | 4/20/2014 | | | 0 | | | | | | | 0 | | | 0 | | |
| Monday | 4/21/2014 | | | 0 | | | | | | | 0 | | | 0 | | |
| Tuesday | 4/22/2014 | | | 0 | | | | | | | 0 | | | 0 | | |
| Wednesday | 4/23/2014 | | | 0 | | | | | | | 0 | | | 0 | | |
| Thursday | 4/24/2014 | | | 0 | | | | | | | 0 | | | 0 | | |
| Friday | 4/25/2014 | | | 0 | | | | | | | 0 | | | 0 | | |
| Saturday | 4/26/2014 | | | 0 | | | | | | | 0 | | | 0 | | |
| Sunday | 4/27/2014 | | | 0 | | | | | | | 0 | | | 0 | | |
| Monday | 4/28/2014 | | | 0 | | | | | | | 0 | | | 0 | | |
| Tuesday | 4/29/2014 | | | 0 | | | | | | | 0 | | | 0 | | |
| Wednesday | 4/30/2014 | | | 0 | | | | | | | 0 | | | 0 | | |
| TOTALS | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | 0 | 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 | 1 | 2 | 0 | 0 | 0 | 0 | 3 | |
| May | | | | | | | 0 | |
| June | | | | | | | 0 | |
| July | | | | | | | 0 | |
| August | | | | | | | 0 | |
| September | | | | | | | 0 | |
| October | | | | | | | 0 | |
| November | | | | | | | 0 | |
| December | | | | | | | 0 | |
| TOTAL | 2 | 2 | 1 | 4 | 3 | 2 | 14 | |

COUNTY OF CLARKE CIRCUIT COURT
MONTH END DEEDS OF PARTITION AND CONVEYANCE
LOCAL TAXATION DEPARTMENT
COUNTY
FOR APRIL, 2014

| RECORDED | INSTRUMENT | GRANTOR | (X) GRANTEE/ADDRESS | (X) CONSIDERATION | TYPE | PERCENT |
|----------|------------|---|---|-------------------|------|---------|
| 04/01/14 | 14-451 | SMITH, JEFFREY R & JENNIFER S | N RIGGLEMAN, MICHAEL & TIERSA 115 BUFFALO TRAIL WINCHESTER, VA. 22602 WR/S | N 55,000.00 | DBS | 100% |
| | | RECORDED TIME: 01:15 | | | | |
| | | DESCRIPTION 1: LOT 1 - TOWN OF BOYCE | | | | |
| | | DATE OF DEED : 03/31/14 BOOK: 575 PAGE: 484 MAP: 21A2-A-5A,6 | | | | |
| | | NUMBER PAGES : 0 | | | | |
| 04/01/14 | 14-454 | RAMEY, VICKI L ET ALS DEVISEES | N KING, JOSEPH 246 LAUREL LN BLUEMONT, VA. 20135 | N 186,000.00 | DBS | 100% |
| | | RECORDED TIME: 01:18 | | | | |
| | | DESCRIPTION 1: LOT 1 - BLK 1, UNIT 1 - BATTLETOWN DIST | | | | |
| | | DATE OF DEED : 03/28/14 BOOK: 575 PAGE: 491 MAP: 17A1-5-1 | | | | |
| | | NUMBER PAGES : 0 | | | | |
| 04/01/14 | 14-456 | TRUSTEE SERVICES OF VIRGINIA, | N CENTRAL MORTGAGE COMPANY 801 JOHN BARROW RD, STE 1 LITTLE ROCK, AR. 72205 | N 275,000.00 | DTF | 100% |
| | | RECORDED TIME: 03:15 | | | | |
| | | DESCRIPTION 1: TOWN OF BERRYVILLE | | | | |
| | | DATE OF DEED : 00/00/00 BOOK: 575 PAGE: 512 MAP: 14-A1-A-39 | | | | |
| | | NUMBER PAGES : 0 | | | | |
| 04/03/14 | 14-469 | WISEMAN, THOMAS R,II ET AL TR | N MILLWOOD FARM LTD 119 E STATE ST ALLIANCE, OH. 44601 CHAPEL DISTRICT | N 660,000.00 | DBS | 100% |
| | | RECORDED TIME: 02:20 | | | | |
| | | DESCRIPTION 1: 105.5512 ACRES | | | | |
| | | DATE OF DEED : 03/27/14 BOOK: 575 PAGE: 582 MAP: 30-A-75,75B | | | | |
| | | NUMBER PAGES : 0 | | | | |
| 04/03/14 | 14-470 | PRIMESTAR FUND 1 LP | N PRIMESTAR FUND 1 TRS INC P O BOX 447 ODESSA, FL. 33556 | N 50,000.00 | DBS | 100% |
| | | RECORDED TIME: 03:44 | | | | |
| | | DESCRIPTION 1: LOT 22 & PORTION OF LOT 21, WILLEY'S ADDITION TOWN OF BERRYVILLE | | | | |
| | | DATE OF DEED : 02/21/14 BOOK: 575 PAGE: 585 MAP: 14A5-2-21A,22 | | | | |
| | | NUMBER PAGES : 0 | | | | |
| 04/03/14 | 14-461 | EDWARDS, VERNIE MAE | N ALIZADE, RASUL & PATRICIA M 506 E MAIN ST BERRYVILLE, VA. 22611 AND BATTLETOWN DIST | N 101,800.00 | DBS | 100% |
| | | RECORDED TIME: 11:00 | | | | |
| | | DESCRIPTION 1: TOWN OF BERRYVILLE | | | | |
| | | DATE OF DEED : 03/28/14 BOOK: 575 PAGE: 561 MAP: 14A3-A-20 | | | | |
| | | NUMBER PAGES : 0 | | | | |
| 04/04/14 | 14-476 | FAROOQUE, ABDULLAH A & KAMRUN | N KRAUSER, CARRIE C 638 SPRINGTOWN RD BERRYVILLE, VA. 22611 LONGMARSH DIST | N 224,900.00 | DBS | 100% |
| | | RECORDED TIME: 01:30 | | | | |
| | | DESCRIPTION 1: 2.84 ACRES | | | | |
| | | DATE OF DEED : 03/29/14 BOOK: 575 PAGE: 608 MAP: 8-A-38 | | | | |
| | | NUMBER PAGES : 0 | | | | |
| 04/07/14 | 14-480 | U.S.BANK NATIONAL ASSN TR | N EDWARDS, RONALD D & CHRISTINE 21 E SHARON DR BOYCE, VA. 22620 TOWN OF BERRYVILLE | N 364,000.00 | DBS | 100% |
| | | RECORDED TIME: 01:11 | | | | |
| | | DESCRIPTION 1: LOT 198, HERMITAGE | | | | |
| | | DATE OF DEED : 03/21/14 BOOK: 575 PAGE: 638 MAP: 14A8-4-198 | | | | |
| | | NUMBER PAGES : 0 | | | | |

Handwritten notes and corrections in the right margin of the table:

- For 14-451: *40,000 VAC*
- For 14-454: *40,500 VAC*, *184,900*, *w/impv*
- For 14-456: *244,200*, *w/impv*
- For 14-469: *126,300*, *VAC*, *100,100 VAC*
- For 14-470: *100,900*, *w/impv*
- For 14-461: *101,800*, *w/impv*
- For 14-476: *203,200*, *w/impv*
- For 14-480: *307,500*, *364,000.00*, *364,000*, *w/impv*

COUNTY OF CLARKE CIRCUIT COURT
 MONTH END DEEDS OF PARTITION AND CONVEYANCE
 LOCAL TAXATION DEPARTMENT
 COUNTY
 FOR APRIL, 2014

| RECORDED | INSTRUMENT | GRANTOR | (X) GRANTEE/ADDRESS | (X) CONSIDERATION | TYPE | PERCENT |
|----------|------------|--|--|-------------------|------|-----------------------------------|
| 04/07/14 | 14-481 | FINCH, STACY ELAINE, TR RECORDED TIME: 01:13 DESCRIPTION 1: 28.7880 ACRES DATE OF DEED : 00/00/00 BOOK: 575 PAGE: 641 MAP: 12-A-33B NUMBER PAGES : 0 | N FAN, CHOR-CHING & VENUS 7908 COACH ST POTOMAC, MD. 20854 CHAPEL DIST | N 270,000.00 | DBS | 100% <i>Land Split</i> |
| 04/08/14 | 14-485 | BYRD, BEVERLEY BIGELOW RECORDED TIME: 10:32 DESCRIPTION 1: TOWN OF BERRYVILLE, 6.733 ACRES DATE OF DEED : 04/08/14 BOOK: 575 PAGE: 652 MAP: 14A4-A-25 & 26 NUMBER PAGES : 0 | N BEVERLEY B BYRD TRUST 222 SWAN AVENUE BERRYVILLE, VA. 22611 | .00 | DBS | 100% |
| 04/09/14 | 14-498 | BALLINGER, DAVID & SUSANNA RECORDED TIME: 03:15 DESCRIPTION 1: BATTLETOWN DISTRICT SOUTH SIDE OF HIGHWAY #7 DATE OF DEED : 02/27/14 BOOK: 575 PAGE: 789 MAP: 26A-1-6 NUMBER PAGES : 0 | N CITIMORTGAGE INC 1000 TECHNOLOGY DRIVE, MS#514 O'FALLON, MO 63368, . | N 282,602.68 | DTF | 100% <i>(F) 291,300 w/impv</i> |
| 04/09/14 | 13-489 | ZINMAN, MAXINE R & JAY HILLERS RECORDED TIME: 11:32 DESCRIPTION 1: LONGMARSH DISTRICT CONT. 5.5558 ACRES DATE OF DEED : 04/08/14 BOOK: 575 PAGE: 678 MAP: 8-11-4 NUMBER PAGES : 0 | N HILLERSON, JAY R & MAXINE R ZI N 2770 KIMBLE ROAS BERRYVILLE, VA. 22611 | .00 | DG | 100% |
| 04/09/14 | 14-491 | EDMONDS, HARRY F & FAYE J, TRS RECORDED TIME: 11:55 DESCRIPTION 1: LOT 197 , EDGAR COURT, BATTLEFIELD ESTATES PHASE 6D - TOWN, BERRYVILLE DATE OF DEED : 04/04/14 BOOK: 575 PAGE: 690 MAP: 14A7-9-197 NUMBER PAGES : 0 | N SMITH, WILLIAM S & DIANE F 305 EDGAR COURT BERRYVILLE, VA. 22611 | N 337,500.00 | DBS | 100% <i>322,600 w/impv</i> |
| 04/10/14 | 14-504 | SWEANY, IAN M & TAMARA D RECORDED TIME: 01:55 DESCRIPTION 1: TOWN OF BOYCE DATE OF DEED : 00/00/00 BOOK: 575 PAGE: 823 MAP: 21A1-A-79 NUMBER PAGES : 0 | N TURNER, GEORGE T, JR; !! 59 HOWARDSLANE BOYCE, VA. 22611 | N 385,000.00 | DBS | 100% <i>404,800</i> |
| 04/10/14 | 14-506 | MCCLENAHAN, KENT RECORDED TIME: 02:00 DESCRIPTION 1: LONGMARSH DISTRICT DATE OF DEED : 04/10/14 BOOK: 575 PAGE: 839 MAP: 3-1-2B NUMBER PAGES : 0 | N MCCLENAHAN, KENT & WANDA 3460 CRUMS CHURCH ROAD BERRYVILLE, VA. 22611 | .00 | DG | 100% |
| 04/10/14 | 14-500 | SURETY TRUSTEES LLC RECORDED TIME: 11:30 DESCRIPTION 1: CHAPEL DISTRICT, CONT. 5.58 ACRES, TRACT A DATE OF DEED : 00/00/00 BOOK: 575 PAGE: 797 MAP: 13-A-28C NUMBER PAGES : 0 | N BENEFICIAL FINANCIAL 1 INC 636 GRAND REGENCY BLVD BRANDON, FL. 33510 | N 274,500.00 | DTF | 100% <i>(F) 340,000 w/impv</i> |

COUNTY OF CLARKE CIRCUIT COURT
 MONTH END DEEDS OF PARTITION AND CONVEYANCE
 LOCAL TAXATION DEPARTMENT
 COUNTY
 FOR APRIL, 2014

| RECORDED | INSTRUMENT | GRANTOR | (X) GRANTEE/ADDRESS | (X) CONSIDERATION | TYPE | PERCENT |
|----------|------------|--|--|-------------------|------|-------------------|
| 04/10/14 | 14-501 | SURETY TRUSTEES LLC RECORDED TIME: 11:32 DESCRIPTION 1: GREENWAY DISTRICT DATE OF DEED : 04/07/14 BOOK: 575 PAGE: 801 MAP: 21-A1-A-111 NUMBER PAGES : 0 | N BENEFICIAL 1 INC 636 GRAND REGENCY BLVD BRANDON, FL. 33510 | N 147,722.06 | DTF | 100% |
| | | | | | | 176,000 w/impv |
| 04/11/14 | 14-512 | LEGARD, MARGARET S, ET AL TRS RECORDED TIME: 03:10 DESCRIPTION 1: LOT 4, SOVEREIGN GLEN SUBD DATE OF DEED : 04/08/14 BOOK: 575 PAGE: 872 MAP: 14A9-1-4 NUMBER PAGES : 2 | N LEE, TOUZENG 412 HERMITAGE BLVD BERRYVILLE, VA. 22611 TOWN OF BERRYVILLE | N 335,000.00 | DBS | 100% |
| | | | | | | 309,600 w/impv |
| 04/11/14 | 14-508 | BOSSHARD, JEFFREY EXOR EST OF RECORDED TIME: 11:40 DESCRIPTION 1: 15.8200 ACRES AND 0.3263 ACRE DATE OF DEED : 04/08/14 BOOK: 575 PAGE: 852 MAP: 26-A-104 NUMBER PAGES : 0 | N BURNS, JASON E & REBECCA J 60 HACKBERRY LN BLUEMONT, VA. 20135 BATTLETOWN DIST | N 140,000.00 | DBS | 100% |
| | | | | | | 143,350 VAC |
| 04/11/14 | 14-510 | SECHRIST, DAVID ET ALS RECORDED TIME: 12:50 DESCRIPTION 1: DEED OF PARTITION DATE OF DEED : 00/00/00 BOOK: 575 PAGE: 863 MAP: NUMBER PAGES : 0 | N SECHRIST, DAVID, ET ALS CLARKE CO VA, . 1.7 ACRES - CHAPEL DIST | N .00 | DP | 100% |
| 04/11/14 | 14-511 | FINCH, STACY ELAINE TR OF RUNY RECORDED TIME: 12:55 DESCRIPTION 1: RT/WAY CHAPEL DIST DATE OF DEED : 00/00/00 BOOK: 575 PAGE: 869 MAP: NUMBER PAGES : 0 | N RAPPAHANNOCK ELECT COOP N/A | N .00 | DE | 100% |
| 04/14/14 | 14-518 | PIERCE, ANN H RECORDED TIME: 02:14 DESCRIPTION 1: TOWN OF BERRYVILLE, LOT 10 DATE OF DEED : 04/14/14 BOOK: 575 PAGE: 916 MAP: 14A1-1-10 NUMBER PAGES : 0 | N GARLOCK, NEIL BOYD P O BOX 239 WHITE POST, VA. 22663 | N 193,000.00 | DBS | 100% |
| | | | | | | 234,300 w/impv |
| 04/15/14 | 4090 | CHAMPION, FRANK H RECORDED TIME: 09:38 DESCRIPTION 1: 1 ACRE ON RT 617 DATE OF DEED : 04/15/14 BOOK: 94 PAGE: 103 MAP: 22-A-83 NUMBER PAGES : 0 | N/A N/A D/B 222 PG 800 | N .00 | REA | 00% |
| 04/16/14 | 14-535 | WOODYARD, MAUDE INGLE RECORDED TIME: 03:30 DESCRIPTION 1: LONGMARSH DISTRICT DATE OF DEED : 04/16/14 BOOK: 575 PAGE: 949 MAP: 8-13-A NUMBER PAGES : 0 | N WOODYARD (MAUDE INGLE) REVOCAB N 2445 KIMBLE ROAD BERRYVILLE, VA. 22611 | N .00 | DBS | 100% |

COUNTY OF CLARKE CIRCUIT COURT
 MONTH END DEEDS OF PARTITION AND CONVEYANCE
 LOCAL TAXATION DEPARTMENT
 COUNTY
 FOR APRIL, 2014

| RECORDED | INSTRUMENT | GRANTOR | (X) GRANTEE/ADDRESS | (X) CONSIDERATION | TYPE | PERCENT |
|----------|------------|---|---|-------------------|------|------------------------|
| 04/16/14 | 14-530 | CHAGARES, NANCY E, TR | N CHAGARES, WILLIAM E TR 2309 XAVIER COURT NAPERVILLE, IL. 60565 | N .00 | DG | 100% |
| ✓ | | RECORDED TIME: 10:43 DESCRIPTION 1: CHAPEL DISTRICT, CONTAINING 158.5871 ACRES MORE OR LESS DATE OF DEED : 03/24/14 BOOK: 575 PAGE: 932 MAP: 12-A-42A NUMBER PAGES : 0 | | | | PIN: |
| 04/18/14 | 14-552 | BYRD, NANCY B, TR OF NANCY B BY | N ADAMS, KEVIN L & TERESA EASTER N 272 RETREAT RD BLUEMONT, VA. 20135 | N 600,000.00 | DBS | 100% |
| ✓ | | RECORDED TIME: 02:52 DESCRIPTION 1: 2.4988 ACRES - BATTLETOWN DIST DATE OF DEED : 04/15/14 BOOK: 576 PAGE: 19 MAP: 26-A-2A NUMBER PAGES : 0 | | | | PIN: 562,700 w/impv |
| 04/18/14 | 14-554 | HEGERICH, FONTA MAE | N HEGERIC, FONTA MAE & THOMAS J N P O BOX 2263 WINCHESTER, VA. 22604 LONGMARSH DIST | N .00 | DG | 100% |
| ✓ | | RECORDED TIME: 04:10 DESCRIPTION 1: 2.4 ACRES ON RT 645 DATE OF DEED : 03/12/14 BOOK: 576 PAGE: 32 MAP: 6-A-14 NUMBER PAGES : 0 | | | | PIN: |
| 04/18/14 | 414-555 | HEGERICH, FONTA MAE | N HEGERIC, FONTA MAE & THOMAS J N P O BOX 2263 WINCHESTER, VA. 22604 | N .00 | DG | 100% |
| ✓ | | RECORDED TIME: 04:12 DESCRIPTION 1: 38.321 ACRES LONGMARSH DIST DATE OF DEED : 03/12/13 BOOK: 576 PAGE: 39 MAP: 4-A-19 NUMBER PAGES : 0 | | | | PIN: |
| 04/18/14 | 14-549 | BURT, VAL J & PATRICIA J | N BUTLER, KENNETH J & PENELOPE H N 305 SOUTH CHURCH STREET BERRYVILLE, VA. 22611 | N 44,900.00 | DBS | 100% |
| ✓ | | RECORDED TIME: 11:15 DESCRIPTION 1: TOWN OF BERRYVILLE, LOT 2 DATE OF DEED : 04/18/14 BOOK: 576 PAGE: 01 MAP: 14A5-A-46A NUMBER PAGES : 0 | | | | PIN: 72000 VTC |
| 04/21/14 | 14-557 | BOUCHER, MARJORIE E | N FREDERICK, JESSICA N 1080 RUSSELL RD BERRYVILLE, VA. 22611 LONGMARSH DIST | N 169,000.00 | DBS | 100% |
| ✓ | | RECORDED TIME: 03:20 DESCRIPTION 1: 1 ACRES ON RTS 660 & 674 DATE OF DEED : 04/21/14 BOOK: 576 PAGE: 55 MAP: 7-A-7C NUMBER PAGES : 0 | | | | PIN: 279100 w/impv |
| 04/21/14 | 14-559 | BARYLA-RODRIGUEZ, MITZI & FRAN | Y BARYLA-RODRIGUEZ, MITZI Y 429 FIRST ST BERRYVILLE, VA. 22611 BATTLETOWN DIST | Y .00 | DBS | 100% |
| ✓ | | RECORDED TIME: 11:20 DESCRIPTION 1: 3.778 ACRES ON RT 615 DATE OF DEED : 04/04/14 BOOK: 576 PAGE: 50 MAP: 14-A2-20-B1 NUMBER PAGES : 0 | | | | PIN: |
| 04/21/14 | 14-560 | MICHELSSEN, SANDRA B | N BERRY, MICHAEL M N 942 TILTHAMMER MILL RD BOYCE, VA. 22620 CHAPEL DIST | N 160,000.00 | DBS | 100% |
| ✓ | | RECORDED TIME: 11:27 DESCRIPTION 1: 1.4988 ACRES DATE OF DEED : 01/08/14 BOOK: 576 PAGE: 53 MAP: 32-A-67 NUMBER PAGES : 0 | | | | PIN: 217,300 w/impv |

COUNTY OF CLARKE CIRCUIT COURT
 MONTH END DEEDS OF PARTITION AND CONVEYANCE
 LOCAL TAXATION DEPARTMENT
 COUNTY
 FOR APRIL, 2014

| RECORDED | INSTRUMENT | GRANTOR | (X) GRANTEE/ADDRESS | (X) CONSIDERATION | TYPE | PERCENT |
|----------|------------|--|--|-------------------|---------|----------------------------------|
| 04/22/14 | 14-564 | BURTNER, JEFFREY & JOAN RECORDED TIME: 10:05 DESCRIPTION 1: TOWN OF BERRYVILLE, LOT 213, HERMITAGE PHASE 4A DATE OF DEED : 04/17/14 BOOK: 576 PAGE: 80 MAP: 14A8-4-213 NUMBER PAGES : 0 | N BURTNER, JEFFREY R 420 LINDSAY COURT BERRYVILLE, VA. 22611 | N .00 | DBSHW | 100% |
| 04/23/14 | 14-576 | POPE, GARY & PATRICIA RECORDED TIME: 03:10 DESCRIPTION 1: TOWN OF BERRYVILLE, LOT 2 DATE OF DEED : 04/23/14 BOOK: 578 PAGE: 158 MAP: 14A5-4-2 NUMBER PAGES : 0 | N ROARK, WILLIAM M & LOU ANN H 14 BYRD AVENUE BERRYVILLE, VA. 22611 | N 385,000.00 | DBS | 100% <i>272,800 w/imp</i> |
| 04/24/14 | 14-580 | BIANCHI, LENNY RECORDED TIME: 01:15 DESCRIPTION 1: BATTLETOWN DISTRICT, DATE OF DEED : 04/17/14 BOOK: 576 PAGE: 179 MAP: 33-A-28 NUMBER PAGES : 0 | N BIANCHI, LENNY TR 9417 BLUE RIDGE MTN. ROAD BLUEMONT, VA 20135, . | N .00 | DG | 100% |
| 04/24/14 | 14-581 | MASTERS, GLEN D RECORDED TIME: 02:00 DESCRIPTION 1: 5.0322 ACRES - LONGMARSH DIST DATE OF DEED : 04/23/14 BOOK: 576 PAGE: 182 MAP: 8-A-50A NUMBER PAGES : 0 | N PARKER, THOMAS R, JR & EMILY E 222 STRINGTOWN RD BERRYVILLE, VA. 22611 WR/S | N 420,000.00 | DBS | 100% <i>472,800 w/imp</i> |
| 04/24/14 | 14-583 | PLACE, SARAH B RECORDED TIME: 02:05 DESCRIPTION 1: PARCEL ON DORSEY ST DATE OF DEED : 04/23/14 BOOK: 576 PAGE: 195 MAP: 14A1-1-33A NUMBER PAGES : 0 | N WIITA, WILLIAM R, III & COURTNE 16 DORSEY ST BERRYVILLE, VA. 22611 TOWN OF BERRYVILLE WR/S | N 259,000.00 | DBS | 100% <i>232,200 w/imp</i> |
| 04/24/14 | 14-577 | WALKER, ROGER L RECORDED TIME: 10:45 DESCRIPTION 1: LOT 14, BATTLETOWN SUBD., SECT C DATE OF DEED : 04/22/14 BOOK: 576 PAGE: 159 MAP: 14A2-14-C-14 NUMBER PAGES : 0 | N GUTIERREZ, ANTONIO V & MARIA B 321 E FAIRFAX ST BERRYVILLE, VA. 22611 TOWN OF BERRYVILLE WR/S | N 98,000.00 | DBS | 100% <i>115,300 w/imp</i> |
| 04/24/14 | 14-579 | SHEEHAN, ALIDA WARD & THOMAS D RECORDED TIME: 10:55 DESCRIPTION 1: LOT 1-5.002 ACRES & 25.31524 ACRES ON RT 645 LONGMARSH DISTRICT DATE OF DEED : 10/05/13 BOOK: 576 PAGE: 177 MAP: 6-A-6 NUMBER PAGES : 0 | N SHEEHAN, ALIDA WARD & THOMAS D 1805 WRIGHTS MILL RD BERRYVILLE, VA. 22611 | N .00 | DG | 100% |
| 04/24/14 | 4091 | RINEHART, ROGER W RECORDED TIME: 14:45 DESCRIPTION 1: WR/S: LOTS 39&40, BLK2P, SHEN.RET; LOTS 61&62 BLK 2K, SEC 1-SHEN.RET; BATTLETOWN DIST DATE OF DEED : 04/24/14 BOOK: 94 PAGE: 105 MAP: 17A4-24-61+ NUMBER PAGES : 0 | N/A N/A | N .00 | PROBATE | 00% |

COUNTY OF CLARKE CIRCUIT COURT
MONTH END DEEDS OF PARTITION AND CONVEYANCE
LOCAL TAXATION DEPARTMENT
COUNTY
FOR APRIL, 2014

| RECORDED | INSTRUMENT | GRANTOR | (X) GRANTEE/ADDRESS | (X) CONSIDERATION | TYPE | PERCENT |
|----------|------------|--|--|-------------------|------|---------------------------|
| 04/25/14 | 14-587 | FANNIE MAE RECORDED TIME: 11:36 DESCRIPTION 1: LOT 3, SECT 1 - APPLE GLEN DATE OF DEED : 04/15/14 BOOK: 576 PAGE: 214 MAP: 14A2-13-13 NUMBER PAGES : 0 | Y DIXON, PETER B,II & HEATHER M N 325 E FAIRFAX S BERRYVILLE, VA. 22611 TOWN OF BERRYVILLE | 289,000.00 | DBS | 100% |
| | | | | | | WR/S 309,200 w/impv |
| 04/25/14 | 14-589 | BRASHARES, CINDY S RECORDED TIME: 11:45 DESCRIPTION 1: 0.31 ACRE - TOWN OF BERRYVILLE DATE OF DEED : 04/21/14 BOOK: 576 PAGE: 236 MAP: 14A1-12-33 NUMBER PAGES : 0 | N WALNUT STREET OF BERRYVILLE LL N 1515 PYLETOWN RD BOYCE, VA. 22620 | 145,000.00 | DBS | 100% |
| | | | | | | 212,300 w/impv |
| 04/28/14 | 14-394 | POOL, JOSEPH DAVID; III ET UX RECORDED TIME: 02:05 DESCRIPTION 1: TOWN OF BERRYVILLE, LOT 100 DATE OF DEED : 04/28/14 BOOK: 576 PAGE: 244 MAP: 14A8-3-100 NUMBER PAGES : 0 | N NEITZ, NICHOLE & BRENT A N 145 HERMITAGE BLVD BERRYVILLE, VA. 22611 | 480,000.00 | DBS | 100% |
| | | | | | | 476,900 w/impv |
| 04/28/14 | 14-591 | SUTPHIN, EVERETT; JR ET UX RECORDED TIME: 09:15 DESCRIPTION 1: PLAT DATE OF DEED : 00/00/00 BOOK: 576 PAGE: 240 MAP: 38-A-24A3 NUMBER PAGES : 0 | N SUTPHIN, EVERETT; JR ET UX N 754 EAST MAIN STREET BERRYVILLE, VA. 22611 | .00 | PM | 100% |
| 04/29/14 | 14-600 | GADDY, ROBERT & LEA M RECORDED TIME: 02:26 DESCRIPTION 1: LOT 1 - 3 ACRES DATE OF DEED : 04/16/14 BOOK: 576 PAGE: 275 MAP: 1-A-7 NUMBER PAGES : 0 | N MORRISON, DENNY S & HEATHER J N 114 GREEN PARK DR WINCHESTER, VA. 22602 LONGMARSH DIST | 80,000.00 | DBS | 100% |
| | | | | | | WR/S 135,000 Vica |
| 04/29/14 | 14-602 | PIERCE, CLAUDIA RECORDED TIME: 03:30 DESCRIPTION 1: CHAPEL DISTRICT, LOT 1, 5.0 ACRES DATE OF DEED : 04/28/14 BOOK: 576 PAGE: 298 MAP: 23-A-29A NUMBER PAGES : 0 | N DRAWDY, DAVID; ET UX N 2704 SPRINGSBURY ROAD BERRYVILLE, VA. 22611 | 529,000.00 | DBS | 100% |
| | | | | | | 463,300 w/impv |
| 04/29/14 | 14-604 | FULLER, RICHARD B RECORDED TIME: 03:32 DESCRIPTION 1: BATTLETOWN DISTRICT, LOT 11, AUBURN FARMS 10.075 ACRES DATE OF DEED : 04/28/14 BOOK: 576 PAGE: 314 MAP: 16-4-11 NUMBER PAGES : 0 | N LINGLE, BRYAN SCOTT; ET UX N 68 AUBURN ROAD BERRYVILLE, VA. 22611 | 359,000.00 | DBS | 100% |
| | | | | | | 433,400 w/impv |
| 04/29/14 | 4092 | JOHN D HARDESTY, DECEASED RECORDED TIME: 12:13 DESCRIPTION 1: 1.48 ACRES ON RT 656 DATE OF DEED : 04/29/14 BOOK: 94 PAGE: 116 NUMBER PAGES : 14 | N/A N/A D/B 44, PG 5 & D/B 210 PG 647 MAP: 7-A-128 | .00 | QUAL | 00% |

COUNTY OF CLARKE CIRCUIT COURT
MONTH END DEEDS OF PARTITION AND CONVEYANCE
LOCAL TAXATION DEPARTMENT
COUNTY
FOR APRIL, 2014

| RECORDED | INSTUMENT | GRANTOR | (X) | GRANTEE/ADDRESS | (X) | CONSIDERATION | TYPE | PERCENT |
|----------|-----------|--|-----------|--|------------------|---------------|------|------------------------|
| 04/30/14 | 14-64 | HOWARD, WILLIAM A ET AL, EXT 0 | N | 3425 TUCKAHOE LLC 110 JOSEPHINE ST BERRYVILLE, VA. 22611 | N | 70,000.00 | DBS | 100% |
| | | RECORDED TIME: 02:50 | | | | | | |
| | | DESCRIPTION 1: TOWN OF BERRYVILLE | | | | | | |
| | | DATE OF DEED : 04/29/14 | BOOK: 576 | PAGE: 409 | MAP: 14A5-8-A-11 | | | |
| | | NUMBER PAGES : 0 | | | | | | |
| | | | | | | | | PIN: 125,400 w/impv |
| 04/30/14 | 14-65 | WILSON, SYLVIA J | N | DEVAUX, ROBIN ANN; ET AL 691 BARBOUR LANE BERRYVILLE, VA. 22611 | N | 348,100.00 | DBS | 100% |
| | | RECORDED TIME: 03:15 | | | | | | |
| | | DESCRIPTION 1: CHAPEL DISTRICT, 40.783 ACRES | | | | | | |
| | | DATE OF DEED : 04/29/14 | BOOK: 576 | PAGE: 412 | MAP: 12-A-1B | | | |
| | | NUMBER PAGES : 0 | | | | | | |
| | | | | | | | | PIN: 348,100 w/impv |
| 04/30/14 | 14-63 | WILLOX, TIMOTHY W | N | FIELDING, S H L J P O BOX 343 MILLWOOD, VA. 22646 | N | 384,999.00 | DBS | 100% |
| | | RECORDED TIME: 04:21 | | | | | | |
| | | DESCRIPTION 1: GREENWAY DISTRICT, LOT 9 | | | | | | |
| | | DATE OF DEED : 04/29/14 | BOOK: 576 | PAGE: 438 | MAP: 30-1-9 | | | |
| | | NUMBER PAGES : 0 | | | | | | |
| | | | | | | | | PIN: 415,200 w/impv |
| 04/30/14 | 14-66 | DUCHESSE FAMILY TRUST | N | COPPAGE, RYAN & KRISTA 405 BLOSSOM DRIVE BERRYVILLE, VA. 22611 | N | 298,200.00 | DBS | 100% |
| | | RECORDED TIME: 09:10 | | | | | | |
| | | DESCRIPTION 1: TOWN OF BERRYVILLE, LOT 39A, APPLE GLEN SEC 2 | | | | | | |
| | | DATE OF DEED : 04/28/14 | BOOK: 576 | PAGE: 328 | MAP: 14A2-13-39 | | | |
| | | NUMBER PAGES : 0 | | | | | | |
| | | | | | | | | PIN: 298,200 w/impv |
| 04/30/14 | 14-61 | FANNING DEVELOPMENT GROUP LLC | N | R R RIVA LLC P O BOX 40A BOYCE, VA. 22620 | N | 600,000.00 | DBS | 100% |
| | | RECORDED TIME: 11:32 | | | | | | |
| | | DESCRIPTION 1: 4.0235 ACRES | | | | | | |
| | | DATE OF DEED : 04/29/14 | BOOK: 576 | PAGE: | MAP: 21-A-52 | | | |
| | | NUMBER PAGES : 0 | | | | | | |
| | | | | | | | | PIN: 859,800 w/impv |

TOTAL COUNTY DEEDS OF PARTITION AND CONVEYANCE: 51
TOTAL NUMBER OF COUNTY DEEDS OF CORRECTION : 0
TOTAL NUMBER OF COUNTY WILL/FIDUCIARY : 2

Programs

- Virginia Association of Fairs (VAF)
 - 2 participants competed in the VAF Scholarship Contest
 - Helped prepare contestants for the contest by reviewing their applications, resumes, and presentations
- Livestock Nutrition and Management Workshop
 - 24 Clarke County 4-H and FFA livestock exhibitors attended an educational workshop on livestock nutrition and management
 - Collaborated with Culpeper Co-op to organize the workshop
- Clarke- Warren 4-H Camp
 - Camp Coordinator planning and organizational meetings with Stacy Swain, Warren County 4-H Youth Educator
 - Interviewed 59 Clarke and Warren youth for camp counselor positions
 - TALT Training (March 22-23) at NOVA 4-H Center, Front Royal, VA
 - Clarke- Warren 4-H Camp will be held July 6th- July 10th at the NOVA 4-H Center, Front Royal, VA
- Clarke County 4-H Portfolio Workshop
 - 8 youth and 9 volunteers attended the workshop to learn how to put 4-H portfolios, resumes and the 4-H All Star application together
 - Workshop was collaborated and led by the Lucky Leaf 4-H Club
- Clarke County 4-H Presentation, Public Speaking and Fashion Revue Contests
 - 27 participants competed in the Presentation Contest, 3 participants competed in the Public Speaking Contest, and 16 participants competed in the Fashion Revue Contest
 - 12 volunteers assisted with the contests
 - Planned and organized contests in conjunction with the Frederick County 4-H Program, collected registration forms, contacted and recruited judges and room chairs, reserved equipment, etc.
- 4-H Day at the State Capitol
 - 11 youth and 2 adult volunteers participated traveled to Richmond, VA
 - Partnered with Warren County 4-H Agent, Stacy Swain, to plan, organize, and chaperone 4-H youth members and parents that participated in 4-H Day at the State Capitol
- Skyline Stockman's Contest
 - Attended and assisted with the contest at the Virginia Livestock LLC in Front Royal, VA.
- Clarke County 4-H Volunteer Leaders' Association Auction and Dinner
 - Attended, assisted, and helped organize the annual fundraiser for the 4-H VLA at the Clarke County Fairgrounds Ruritan Building in Berryville, VA.
- Clarke County 4-H Share-the-Fun Contest
 - 50 contestants participated in 24 acts
 - 12 volunteers assisted with the contests
 - Planned and organized the talent show, collected registration forms, contacted and recruited judges, lined up equipment help, reserved the location, etc.

Trainings & Meetings

- Clarke County 4-H Volunteer Leaders' Association Meeting
 - Serve as 4-H advisor at bimonthly meetings and committee meetings
 - Berryville Baptist Church, Berryville, VA
- Glenwood Park Livestock Exposition
 - Serve as 4-H Agent representative at planning meetings and day of the show
- General 4-H:
 - Planning meetings for county events: Clarke-Frederick Beef Show, Clarke-Frederick Lamb Camp, Clarke-Frederick Goat Clinic, Clarke Swine Clinic, Clarke Horse Camp, county contests, etc.
 - Planning meetings for afterschool programs: Boyce and D.G. Cooley Elementary Schools
 - Planning meeting for collaboration for Clarke County Public Schools Summer School STEM+ Program
 - Clarke 4-H representative on the Northern District Contest planning committee
 - Individual 4-H club supervision and meeting attendance
- Clarke-Warren 4-H Camp- Camp Coordinator
 - Planning meetings with Stacy Swain, Warren County 4-H Youth Educator
- Clarke County Fair
 - Serve as 4-H representative at monthly board meetings and livestock committee meetings
 - Organize, plan and recruit judges for the 4-H and FFA livestock shows
 - Organize and plan Livestock Bowl, Round Robin and Carcass Contests
 - Make revisions to 4-H and FFA exhibitor rules, contests, livestock shows, etc. listed in the fair catalog

Professional Development

- VCE Faculty Winter Conference
 - Three- day annual conference and meeting at The Inn at Virginia Tech in Blacksburg, VA
- New 4-H Agent training
 - Three- day conference and training at the W. E. Skelton 4-H Center, Wirtz, VA
- Northern District 4-H Agent Meeting
 - Quarterly meeting- Madison Extension Office, Madison, VA
- Unit Coordinator
 - Serve as VCE- Clarke County Unit Coordinator and attend quarterly district meetings/ trainings
- CCPS Summer School Program STEM+ Committee
 - Serve as a collaborator to assist with the 2014 Summer School Program
- Teen and Adult Leader Training (TALT) for 4-H camp
 - Lead a workshop at the two-day training at the Northern Virginia 4-H Center, Front Royal, VA

Media and promotional materials

- Winchester Star, dated January 18, 2014, press release titled "Two Local Clarke County 4-Hers place at VAF Youth Scholarship Contest"
- 95.3 The River – Radio Interview on February 21, 2014 promoting Clarke 4-H programs and save-the-date for Clarke- Warren 4-H Camp; 1 youth participated in the interview
- Winchester Star, dated March 7, 2014 hosted a paid advertisement for the Clarke County 4-H Volunteer Leaders' Association's Annual Spaghetti Dinner and Auction
- Distribution of 200 Clarke- Warren 4-H Camp Brochure, distributed at the Alamo Camp Fair (3-22-14) and at CCPR Girls Night Out program (3-29-14)
- Distribution of 265 4-H Simply Science afterschool program flyers, distributed twice (3-21-14 & 3-28-14) to every 4-5 grader in CCPS
- Distribution of 500 Clarke- Warren 4-H Camp Brochure, distributed April 4th to every 3-5 grader in CCPS
- Clarke 4-H Connections, April 2014 Edition, mailed to all 4-H members, organizational leaders and volunteers, and board of supervisors

Agriculture Education Programs

Corey Childs

Extension Agent

Agriculture and Natural Resources, Livestock

540.635-4549; cchilds@vt.edu

Activities Related to All Counties:

- Organized and facilitated a trip for interested producers to attend a Grass Fed Beef production seminar at the USDA Beltsville Research Station.
- Organized trip for interested producers to the Va/Nc Shepherds Symposium in Blacksburg.
- Assisted with the Commercial Pesticide Applicator Recertification Training, held at the Northern Virginia 4-H Educational Center. Provided educational program on the “Incorporating the 5 Point Check System to Reduce parasitism in Small Ruminants. Two hundred thirty people attended the meeting.
- Co-Organized, and facilitated the Annual meeting of the Blue Ridge Cattleman’s Association. Speakers covered a variety of educational topics and keynote address was on the future of the cattle Market. 190 producers in attendance.
- Attended the Virginia Forage and Grasslands Council Winter meeting and agent Forage In-Service training.
- Represented local staff and PD 7 during a meeting of the Virginia State Youth Livestock program and state Fair Youth livestock program management committee.
- Served as livestock official and program advisor for the Skyline Youth stockman’s contest. Provided training materials, official scoring of testing materials and classes. 140 youth and adults participated.
- Teamed with Hash Auctions to advertise, facilitate and report for (2) Regional Hay Auctions.
- Conducted (2) Marketing and Buyer Recognition training for 4-H and FFa members. 40 youth and parents participated.
- Conducted (2) Swine Selection and management workshops for area 4-H and FFa members.
 - Developed fact sheet on Porcine Epidemic Diarrhea Virus for youth and adult swine producers.
 - Developed educational the following handouts “Management of Youth Project Pigs”, “Youth Swine Project Preparation”, “Nutrition for Youth Swine Project Pigs” and distributed to all PD 7 counties.
- Researched and Developed informational materials and suggested Biosecurity Protocols for all PD 7 Fair Associations, Swine Committees and Youth Livestock programs in response to the Porcine Epidemic Diarrhea Virus that is spreading across the United States.
- Conducted and developed educational materials for an Advance Showmanship and Ethics workshop for Youth adults attending the Virginia State Youth Swine Field at Va Tech. 75 youth and adults participated in this workshop.
- Collaborated with the Blue Ridge Rural Working Group to plan and facilitate the 11th annual “Forum For Rural Innovation” for 224 producers and land owners from the region.
 - This program featured speakers and presenters covering a variety of topics to assist producer/landowners with meeting local and state zoning regulations, producer testimonials and Q&A panel, The Virginia Beginning Farmers and Rancher Program, Current Research at West Virginia and Va Tech, and a variety of cutting edge production techniques.
 - I also facilitated the awards and recognition program.

- Installed a trap to assess whether or not Kudzu Bugs survived the winter in Virginia or migrated to the Northern Shenandoah valley. I continue to check this trap on a weekly basis as part of a State wide Monitoring effort.
- Collaborated with the Virginia Forage and Grasslands Council, Stay Tuff Fencing, Gallagher Fencing, and the Clermont Foundation to conduct an intensive fence construction meeting. 35 producers and land owners participated.
 - Developed educational fact sheet and present information on Virginia Fencing laws
 - Developed and presented educational information on “Fencing Budgets”
 - Participants constructed 390 feet of slip knot high tinsel fencing.
- Teamed with LFSWCD, NRCS staff and Bobby Clark to plan a Equine pasture and nutrient management workshop to be held during May in the Spout Run Watershed in Boyce.
- Served as Educational Advisor to the Blue Ridge Cattleman’s Association, Board of Directors meeting to plan the Spring and Summer educational meetings. Spring meeting is April 29th at Clermont Farm in Berryville and will feature a program on pasture Silvo Culture.
- Assisted the Virginia Cattleman’s Association with the management of their statewide spring meeting and managed the election process for District 5.
- Collaborated with Va Extension staff from around the state to provide facilitation support to the Virginia Beef Conference in Harrisonburg.
- Attending planning meetings and serve as an educational advisor to the Clarke County Fair Sheep, Swine, Beef and Goat committees, the Frederick county Fair Swine Committee and the Warren County Fair Youth Livestock show. Serve as educational resource to Youth Livestock educational programs in all PD7 counties.
- Provided organizational support and facilitation to the State graded Sheep and Goat Sale.
 - 18 participating producers who marketed 230 sheep and goats.
- Attended VCE State wide Conference and In-Service training.
- Began recruiting program for new members to the Warren County Extension Leadership Council.
- Work with Warren County Administrator and staff to provide accurate information for the 2015 budget process for the local Board of Supervisors.
- As Unit Coordinator, work with UAA to manage the office finances and ensure accurate accounting and timely reporting to both local and state funding partners.
- Collaborate with all unit staff to ensure that all activities comply with all federal civil rights requirements.
- Developed the NSV Livestock E-Update Newsletter and maintained the Northern Shenandoah Valley Agriculture and Natural Resources Blog and social networking presence.
- Interviewed by local news reporters on Managing Livestock during Extreme Weather conditions, and PEDv.
- Developed enterprise budgets and or ration formulations for 11 livestock producers.
- Collaborated with Warren Master Gardener volunteer staff to responded to 48 requests from local home and property owners requesting diagnostic and technical recommendations relating to:
 - Insect identification and control
 - Plant identification
 - Ornamental Disease control
- Responded to producer informational or other educational needs on animal health, livestock, production, forages and marketing issues as requested.

Other Activities

- Serve as VCE-Warren Unit Coordinator
- Serve as Educational Advisor to Blue Ridge Cattleman's Association
- Serve as Educational Advisor to Old Dominion Livestock Association
- Serve as Educational Advisor to the Clarke Area Wool Growers' Association
- Serve on Technical Review committee for Lord Fairfax Soil and Water District

Site Visits: 37

Client Contacts: 620

Virginia Cooperative Extension
Quarterly Agriculture Program Report
Robert A. Clark, Senior Extension Agent, Agriculture and Natural Resources
January – March 2014

Activities Related to All Counties:

- Coordinated an internet training session on Bed Bugs for Extension Agents in Virginia. Dr. Dini Miller completed the training. Twenty-one agents participated in the training.
- Assisted with the Commercial Pesticide Applicator Recertification Training, held at the Northern Virginia 4-H Educational Center. Two hundred thirty people attended the meeting.
- Coordinated a Next Generation Crop Fertilization Technology meeting in New Market. The meeting was attended by 35 people.
- Attended the three-day Virginia Cooperative Extension Annual Meeting in Blacksburg.
- Held a round-table discussion with six farmers and two biologists of the Virginia Department of Game and Inland Fisheries (DGIF) to discuss options for addressing bear damage. As a follow up, I documented the location of multiple fields to show DGIF the corn damaged by bears in 2014. DGIF is evaluating ideas to determine how to best address the situation.
- Exhibited a presentation “Basic Soils and Fertilizer” to the Northern Shenandoah Valley Master Gardener Training that was held at the Shenandoah County Extension Office.
- Organized and completed a survey of 12 Orchardgrass fields for a doctoral graduate student at Virginia Tech. This student researching and addressing the persistence and vigor problems with Orchardgrass.
- Installed a trap to assess whether or not Kudzu Bugs survived the winter in Virginia. I continue to check this trap on a weekly basis.
- Attended one Lord Fairfax Soil & Water Conservation District (LFSWCD) Board Meeting and two LFSWCD Technical Advisory Committee Meetings.
- Began co-organizing an athletic field management course with Mark Sutphin to be held in Winchester in the fall of 2014.
- Shenandoah County Sustainable Farm Demonstration:
 - Due to weather delays, the water line was installed and the clearing for the installation of additional fencing was prepared in late March. There is still significant fencing to be constructed and the frost-proof water trough needs to be installed.
 - Met with the Central High School Natural Resource Class to announce the winner of the sign contest. Work is ongoing to convert the winning poster into a sign. Twenty-two students from Central High School developed signs.
 - Met with Water Stewardship Group, a private consulting group, which is planning an evaluation of the Shenandoah County Sustainable Farm Demonstration to provide site specific feedback about the water quality benefit of the BMPs that are being installed on the farm.
 - Co-organized an open house with the Shenandoah County Extension Leadership Council featuring this project and the Shenandoah County Extension Farm Family Showcase. The event will be held on September 13.

- Educating Farmers about No-Till:
 - Exhibited a self-made presentation at a regional NRCS meeting in Petersburg that overviewed the Grant titled, "Slug Management in Corn and Soybean."
 - Assisted with a no-till drill and planter clinic held at Valley Fertilizer and Chemical in Mt. Jackson. The meeting was primarily organized by NRCS.
 - Assisted with two cover crop research plots located in southern Shenandoah County.
 - Held two phone meetings with Lonza Chemical to organize a system for field testing a new type of slug bait. I anticipate field testing that product in the spring of 2014.
 - Prepared a report for Extension Administration summarizing the impact of slugs on no-till farming and overall farm profitability. This report was done as part of a request that Extension hire a new Entomology Specialist who would focus on this issue.
 - Assisted with the Virginia No-Till Alliance Meeting in Harrisonburg. Over 250 people attended the meeting. I recorded all presentations made at this meeting. They have been posted to the following web site:
 - [http://offices.ext.vt.edu/shenandoah/programs/anr/CropandSoilEnvironmenta/Sciences/Presentations at the 2014 VANTAGE Meeting in Harrisonburg VA.html](http://offices.ext.vt.edu/shenandoah/programs/anr/CropandSoilEnvironmenta/Sciences/Presentations%20at%20the%202014%20VANTAGE%20Meeting%20in%20Harrisonburg%20VA.html)
 - Summarized data from a survey of management practices and their effect on slug feeding pressure. The report is presently being reviewed by multiple specialists from multiple states.
- Composting Large Animal Mortality:
 - No major activity related to this issue.
- Virginia Cooperative Extension District Program Leadership Team (DPLT):
 - Coordinated DPLT training for new agents at the Northern District Office in Harrisonburg. I also made a brief presentation on Situation Analysis. Ten new agents attended.
 - Participated in three phone meetings of the DPLT.
 - Presently organizing training sessions that will be held on April 4 (via phone) and on May 2 (at the Madison County Extension Office).
 - Called seven new agents to initiate dialogue and to assess their understanding of the Programming Process.
- Newsletters = 2.

Activities Related to Specific Counties:

Clarke County

- Farm Visits/Client Contacts: 5/50

Frederick County

- Farm Visits/Client Contacts: 2/60

Page County

- Farm Visits/Client Contacts: 10/80

Shenandoah County

- Farm Visits/Client Contacts: 20/150
- Coordinated two meetings of the Shenandoah County Extension Leadership Council.

Warren County

- Farm Visits/Client Contacts: 2/150

Agriculture & Natural Resources Program Review

Mark Sutphin, Associate Extension Agent ANR, Horticulture

540.665.5699 mark.sutphin@vt.edu

Programs: January 1, 2014 – March 31, 2014

Activities related to all five counties in the Northern Shenandoah Valley/PD7 (Clarke, Frederick, Page, Shenandoah, and Warren):

- Assisted with Coordination of Commercial Fruit Production Training
 - Mid Atlantic Fruit and Vegetable Convention in Hershey, PA (three day conference) - 85 Virginia State Horticulture Society participants (-3,000 total attendees)
 - Winchester Area Commercial Fruit Production School in Winchester, VA (one day conference) - 75 participants
 - Serve on the Virginia Farm Bureau Federation Apple Marketing Committee
 - Met with Extension viticulture associate and 7 individuals considering and researching vineyard development and production
- Advised and Assisted Greenhouse & Nursery Association
 - Shenandoah Valley Nursery & Greenhouse Association Annual Winter Short Course at Blue Ridge Community College (one day conference) -32 participants
- Supervised and Advised Northern Shenandoah Valley Master Gardener Association
 - 125 Virginia Cooperative Extension volunteers serve as Master Gardeners and interns in the Northern Shenandoah Valley and offer outreach to our communities by offering over 40 educational programs teaching horticultural and environmentally sound practices
 - Taught three courses for the 2014 Master Gardener Training Class in the Northern Shenandoah Valley where 16 individuals are completing -60hours of instructional teaching
- Coordinated and Facilitated the Program Activities for Commercial Pesticide Recertification
 - 2014 Commercial Pesticide Applicator Recertification Program at the Northern Virginia 4-H Center in Front Royal, VA (one day conference) – 232 participants
 - Mid Atlantic Fruit and Vegetable Convention in Hershey, PA (three day conference)- 6 participants recertified as VA applicators
- Coordinated Private Pesticide Recertification Opportunities
 - Mid Atlantic Fruit and Vegetable Convention in Hershey, PA (three day conference)- 17 participants recertified as VA applicators
 - Winchester Area Commercial Fruit Production School Winchester, VA (one day conference)- 41 participants recertified
- GAP (Good Agricultural Practices) Certification
 - Individual training with 3 producers to aid them in acquiring USDA GAP Certification to take measures to reduce the possibility of food borne illness and food contamination during the production, harvest, and packaging processes to ensure a safer food supply and to increase market possibilities for producers

Client Contacts/Farm Visits (additional to programs previously mentioned)

- 124 Plant & Plant Products Contacts

Media

- Interviewed for 1 article published in The Winchester Star to inform the community about Virginia Cooperative Extension
- Virginia Cooperative Extension Master Gardener Volunteers published 10 articles in The Winchester Star:
 - “Planting natives may reap healthier habits”
 - “40 students finish the Junior Master Gardener program”
 - “Feast of Epicurus always served tasty asparagus”
 - “Tips about watering, mulch, deer, and more”
 - “Garden symposium is geared to novices as well as veterans”
 - “Master gardeners celebrate 20 years assisting public”
 - “Tips to prevent garden injuries”
 - “Hiding the ugly areas in the garden”
 - “Shamrocks are known by many other names”
 - “Container gardening can be very simple with most plantings”

Professional Development

- Mid-Atlantic Fruit & Vegetable Conference, Hershey, PA
- VCE Annual In-Service, Blacksburg, VA
- VCE Grape Pruning Workshop, Leesburg, VA
- Harry F. Byrd Jr. Byrd School of Business – Annual Business Symposium, Winchester, VA

Other Activities

- Advise 4 James Wood High School students for a Service Learning Project on youth gardening programs
- Serve as VCE-Frederick County Unit Coordinator
- Serve as Public Director on Virginia Farm Bureau Apple Marketing Committee
- Serve on the state VCE Master Gardener College Planning Team
- Serve on the state VCE Water Quality Team
- Serve on the VT Foundation – J. Fred Thwaite Account Committee

2013 ANNUAL REPORT – DEPARTMENT OF PLANNING

1. Introduction

The Department of Planning provides professional planning, code enforcement, project management, and technical services to support Clarke County's planning and land use objectives. Staffing consists of four full-time employees (Director, Zoning Administrator, Natural Resources Planner, and Administrative Assistant). The Department previously had a full-time code enforcement officer but that position was eliminated in conjunction with the FY2012 budget. The total appropriated budget for the Department (FY2013-2014) is \$476,431.

Department Functions and Responsibilities:

- Ordinance enforcement (Zoning, Subdivision, and various County Code provisions such as the Septic and Well Ordinance)
- Provide day to day customer service to citizens, appointed and elected officials, developers, and other stakeholders
- Process, present, and make recommendations on zoning map amendments (rezonings) and special use permits
- Draft, present, and make recommendations on text amendments to the Zoning, Subdivision, and other County ordinances
- Long-range planning activities including management of the County's Comprehensive Plan and implementing component plans
- Natural resource planning activities including water resource protection and water quality improvement projects
- Manage continuing activities to support the Spout Run TMDL implementation plan
- Manage the County's conservation easement program
- Maintain the County's database of dwelling unit rights (DURs)
- Manage the County's historic preservation program
- Coordinate County economic development activities
- Oversee the County's energy management program
- Oversee the County's biosolids monitoring program
- Conduct commercial site plan reviews
- Review and process subdivision plats and boundary line adjustments
- Administer the stormwater ordinance and erosion and sediment control ordinances in conjunction with the Building Department
- Zoning review of all County building permits
- Zoning review of all County business licenses
- Apply for and manage grants to support County projects
- Provide planning and zoning technical assistance to the Town of Boyce
- Staff support to numerous boards and committees including:
 - Planning Commission
 - Berryville Area Development Authority
 - Conservation Easement Authority
 - Historic Preservation Commission
 - Board of Zoning Appeals
 - Board of Septic and Well Appeals

- Industrial Development Authority
- Economic Development Advisory Committee
- Litter Committee
- Provide support to the County’s geographic information system (GIS) program and staff.
- Represent the County on various regional committees through the Northern Shenandoah Valley Regional Commission (NSVRC)
- Coordinate/manage projects community development projects and other special projects as assigned by the County Administrator or Board of Supervisors
- Administrative functions including managing the Department website and developing/presenting the Department’s annual report to the Board of Supervisors

Departmental Goals

1. Deliver professional-level technical guidance in the following subject areas:
 - a. Land use planning
 - b. Zoning and subdivision ordinance development and application
 - c. Environmental and natural resource planning
 - d. Land conservation
 - e. Historic preservation
 - f. Energy management
 - g. Economic development
 - h. Transportation
 - i. State legislative items
 - j. Capital outlay planning
2. Conduct effective enforcement of County ordinances
3. Provide quality customer service across numerous platforms
4. Maximize finite County resources

2. Summary of Activities

In calendar year 2013, the Department managed two significant planning projects – the update of the County’s Comprehensive Plan and the drafting of the County’s new Economic Development Strategic Plan. Both projects involved extensive work with the Planning Commission and public outreach to gather information and solicit feedback on the plan development process. At the direction of the Board of Supervisors, the Department provided staff support to the County’s Fire & Emergency Services (EMS) workgroup that was formed to address staffing concerns from the volunteer fire and EMS companies. These projects are discussed in greater detail below.

A summary of the land use requests and special projects conducted in 2013 is included below.

A. Zoning Map Amendments

No new rezoning applications were filed for review in 2013. The Board of Supervisors approved two rezoning requests in 2013 that were originally filed in 2012:

- RZ-12-01, Mahlon A. Jones (D&B Management Services, Inc.). Request to conditionally re-zone 5.74 acres in two parcels from Agricultural-Open Space-Conservation (AOC) to Highway Commercial (CH) with proffered conditions. Approved by the Board of Supervisors on March 19, 2013.
- RZ-12-02, Daniel & Kristine Hamilton. Request to re-zone 4,965 square feet of a 20,252 parcel from AOC to Rural Residential (RR). The rezoning was requested to reconcile a boundary line adjustment between two properties of unlike zoning in Shenandoah Retreat. Approved by the Board of Supervisors on January 15, 2013.

B. Special Use Permits

Two special use permit (SUP) requests were filed in 2013:

- SUP-13-01, Blue Ridge Wildlife Center. Request approval of a Special Use and Site Plan for Veterinarian Services and Community Services (Educational) per §3-A-1-a-3(g) and (u) of the Zoning Ordinance. The property is identified as Tax Map 31-A-3, located at 930 Tilthammer Mill Road in the Millwood Election District, and is zoned Agricultural Open-Space Conservation (AOC). Approved by the Board of Supervisors on September 18, 2013.
- SUP-13-02, Gina Schaecher (Happy Tails Development, LLC). 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. The property is located at the 300 block of Bellevue Lane, Tax Map #20-2-9, in the White Post Election District, and is zoned Agricultural-Open Space-Conservation (AOC). The Board of Supervisors ultimately denied the request on April 15, 2014.

C. Text Amendments

One Zoning Ordinance text amendment was processed by the Department in 2013. No Subdivision Ordinance text amendments were proposed during the year.

- TA-13-01, Maximum Lot Size Exception. Proposed text amendment to amend section, §3-A-1-b-(3), Maximum Lot Size Exception Criteria of the Clarke County Zoning Ordinance. This section of the ordinance provides for a maximum lot size exception if the parcel has been placed in conservation easement. The purpose of the text amendment is to require a property owner to retire at least one (1) dwelling unit right (DUR) if the property is being placed in easement in order to qualify for a maximum lot size exception. The amendment was adopted by the Board of Supervisors on November 19, 2013.

D. Site Plans

There were ten site plans reviewed in 2013. Seven plans were minor and approved administratively. One site plan amendment was approved by the Planning Commission. Two site plans were reviewed by the Board of Supervisors in conjunction with the two special use permit applications referenced above.

- SP-13-01, Shentel Communications. Administrative approval of a Site Plan amendment to exchange or install additional equipment and/or antennas to an existing wireless telecommunications facility identified as Tax Map #23-A-8B, located at 1531 Springsbury Road, Buckmarsh Electoral District, zoned Agricultural Open-Space Conservation (AOC). Approved by Staff on January 9, 2013.
- SP-13-02, AT&T Mobility (Town of Berryville, property owner). Administrative approval of a Site Plan amendment to install an unmanned wireless communications facility consisting of the installation of (1) new equipment cabinet within an existing 15'-0" x 10'-6" AT&T equipment shelter and associated appurtenances within an existing 80'-0" x 70'-0" fenced compound identified as Tax Map #14-A-6 located at 201 Tom Whitacre Circle, Russell Election District, zoned Agricultural Open-Space Conservation (AOC). Approved by Staff on January 23, 2013.
- SP-13-03, AT&T Mobility (Clarke County Sanitary Authority, property owner) requests administrative approval of a Site Plan amendment to install and repair coaxial cable, modifications and upgrades to antenna systems and the installation of cabinets and data transmission circuits on the existing telecommunications facility identified as Tax Map #21A1-A-13 located at 4 South Greenway Avenue in the Town of Boyce, zoned Business (B). Approved by Staff on April 8, 2013.
- SP-13-04, AT&T Mobility (Shenandoah Valley Tower Properties, property owner) requests administrative approval of a Site Plan amendment to install antennas on existing guyed tower with equipment placed on existing concrete pad on the property identified as Tax Map #23-A-8B located at 1531 Springsbury Road, Buckmarsh Electoral District, zoned Agricultural Open-Space Conservation (AOC). Approved by Staff on April 8, 2013.
- SP-13-05, Shentel Communications, (Richard & Mary Dimmel, property owners) request administrative approval of a Site Plan amendment to upgrade an existing telecommunications site on the property identified as Tax Map #29-A-18A located at 4 Rose Airy Lane, White Post Electoral District, zoned Agricultural Open-Space Conservation (AOC). Approved by Staff on March 18, 2013.
- SP-13-06, Clarke County Public Schools. Request approval of a Site Plan Amendment to construct additions to the former High School. The property is identified as Tax Map #13-A-61, located at 388 Westwood Road in the Russell Election District zoned Agricultural Open-Space Conservation (AOC). Approved by the Planning Commission on June 7, 2013.
- SP-13-07, Blue Ridge Wildlife Center. Request approval of a Special Use and Site Plan for Veterinarian Services and Community Services (Educational) per §3-A-1-a-3(g) and (u) of the Zoning Ordinance. The property is identified as Tax Map 31-A-3, located at 930 Tilthammer Mill Road in the Millwood Election District, and is zoned Agricultural Open-Space Conservation (AOC). Approved by the Board of Supervisors on September

18, 2013.

- SP-13-08, Gina Schaecher (Happy Tails Development, LLC). 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. The property is located at the 300 block of Bellevue Lane, Tax Map #20-2-9, in the White Post Election District, and is zoned Agricultural-Open Space-Conservation (AOC). The Board of Supervisors ultimately denied the request on April 15, 2014.
- SP-13-09, Shentel Personal Communications. Request administrative approval of a Site Plan amendment to replace 2 existing cabinets with 2 new cabinets; install one new cabinet and replace 6 existing antennas with 6 new antennas and install 1 new fiber distribution box on H-frame to existing concrete pad on the property identified as Tax Map #25-A-8A located at 131 Retreat Road, Buckmarsh Election District, zoned Forestal Open-Space-Conservation (FOC). Approved by Staff on October 9, 2013.
- SP-13-10, Shentel Personal Communications. Request administrative approval of a Site Plan amendment to replace 2 existing cabinets; install one new cabinet; install one new fiber distribution box of H-frame; and replace 3 existing antennas with six new antennas on the property identified as Tax Map #16-A-33 located at 426 Quarry Road, Buckmarsh Election District, zoned Agricultural Open-Space Conservation (AOC). Approved by Staff on November 27, 2013.

E. Subdivisions

1. Major Subdivisions. There were no major subdivisions filed for review in 2013.
2. Minor Subdivisions. There were two minor subdivisions with maximum lot size exception requests filed for review in 2013.
 - MS-13-01, John and Mary Rutherford. Request approval of a two lot Minor Subdivision and Maximum Lot Size Exception for the property identified as Tax Map #3-10-3, located at 22 Swimley Road in the Russell Election District zoned Agricultural Open-Space Conservation. Approved by the Planning Commission on April 5, 2013.
 - MS-13-02, Richard and Mary Dimmel. Request approval of a two lot Minor Subdivision and Maximum Lot Size Exception for the property identified as Tax Map #29-A-18A, located at 6004 John Mosby Highway (White Post Election District) zoned Agricultural Open-Space Conservation. Approved by the Planning Commission on July 12, 2013.

F. Board of Zoning Appeals

No variance applications were filed in 2013 but one appeal of the zoning administrator's determination was filed:

- BZA-13-01, James J. Corbalis, III is appealing the Zoning Administrator's determination that an exemption (dwelling) did not exist on the property as of October 17, 1980, and identified as Tax Map parcel #23-1-3E located at 1531 Springsbury Road, Buckmarsh Election District, zoned Agricultural Open-Space Conservation (AOC). The Zoning Administrator's determination was upheld by the BZA on July 30, 2013.

G. Board of Septic Appeals

Three requests for variances to the Clarke County Septic Ordinance were reviewed in 2013.

- BSA-13-01, Carolyn Mellen. Requests a variance from the Clarke County Well Ordinance in order to locate a proposed addition closer to an existing well than is allowed by the Ordinance. The parcel is identified as Clarke County Tax Map 6-((3))-2 located at 1410 Pierce Road, Longmarsh Magisterial District, zoned Agricultural-Open Space-Conservation (AOC). Approved on May 30, 2013.
- BSA-13-02, George L. Ohrstrom, II. Requests a variance from the Clarke County Septic Ordinance to locate a proposed house more than 400 feet from a drainfield. The parcel is identified as Clarke County Tax Map 12-((A))-42 located in the 400 block of Sunny Canyon Lane, Russell Election District, zoned Agricultural-Open Space-Conservation (AOC). Approved on October 2, 2013.
- BSA-13-03, Hunter Associates, LLC (Tom Kelleher, Agent). Requests a variance from the Clarke County Septic Ordinance in order to locate a proposed house more than 400 feet from a drainfield. The parcel is identified as Clarke County Tax Map 26-((A))-107 located at 475 Ebenezer Road, Buckmarsh Election District, zoned Forestal Open Space-Conservation (FOC). Approved on October 2, 2013.

H. Town of Boyce Activities

No land use requests or text amendments were processed for review by the Town of Boyce in 2013.

I. Other Administrative Reviews

Planning Department Staff reviewed and approved 11 boundary line adjustments and 6 administrative subdivisions (divisions consisting of lots 100 acres or larger) in 2013.

J. Special Projects

Several special projects were undertaken by the Department during the year:

- (1) Planning projects. The following projects were undertaken by the Department as staff support to the County Planning Commission:
 - 2013 Comprehensive Plan Update. The Planning Commission and Staff completed their work on the revised 2013 Comprehensive Plan with the Commission's formal recommendation to adopt the revised Plan on October 17, 2013. Development of the revised Plan included completion of the initial draft and informal public comment sessions in the spring. Development of the final

draft took place over the summer as the Commission worked to fine tune the initial draft and to incorporate comments received during the public comment sessions. The Board of Supervisors ultimately adopted the 2013 Plan on March 18, 2014.

- 2013 Transportation Component Plan. In order to comply with recently adopted State code requirements, the Commission and Staff worked to revise the County's Transportation Component Plan as a standalone document consistent with the other component plans. The previous version (adopted in 2007) was incorporated into the 2007 Comprehensive Plan as a section of Chapter III. Other changes required by State law included provision of a detailed road inventory based on functional classification, planning-level cost estimates of the priority projects, and an explanation of how the County's transportation and land use philosophies are coordinated. Following receipt of notice by the Virginia Department of Transportation, the Commission voted to recommend adoption of the revised Transportation Plan on October 17, 2013. The Plan was ultimately adopted by the Board on March 18, 2014.
- Economic Development Strategic Plan. Conducted as a parallel process to the Comprehensive Plan update, Staff worked with consultant Herd Planning on the County's first Economic Development Strategic Plan in 2013. The majority of the plan development activities involved research including soliciting feedback from the public and key stakeholders. An economic development visioning meeting was held on February 13 to identify the County's strengths and weaknesses, and was followed up in April with a series of targeted roundtable discussions involving members of specific business and industry sectors. In November, a subcommittee composed of members of the Planning Commission and Economic Development Advisory Committee was formed to work with Herd Planning and Staff to develop the draft strategic plan.
- Berryville Area Plan Update. The Berryville Area Development Authority (BADA) continued work on the rewriting of the Berryville Area Plan that began in 2012. The BADA conducted a mapping exercise in February that involved a detailed review of each sub-area, their current land use, and projected uses and build-out in the future. The purpose of the exercise was to determine if any changes need to be proposed to any of the sub-areas. Due to workload issues, Town and County Planning Staffs were not able to complete additional tasks towards the development of a revised draft Plan in 2013.

(2) Economic development projects.

- Waterloo availability fee subsidy program. Beginning in 2012, Planning Staff worked in conjunction with the Industrial Development Authority (IDA) and Clarke County Sanitary Authority to develop an economic development incentive program aimed at subsidizing availability fees for new public utility hookups in the Waterloo growth area. This project was completed in 2013 with the

refinement of project details and the adoption of the program by the Board of Supervisors, IDA, and Sanitary Authority in June 2013.

(3) Other projects:

- Fire & EMS Workgroup. In response to concerns about volunteer staffing needs raised in a letter to the County and Town of Berryville from Chief Harold Rohde (John H. Enders Volunteer Fire and Rescue Company), the Board of Supervisors appointed a Fire & EMS Workgroup to evaluate the issues and provide a detailed report containing their recommendations. The Planning Director was assigned to staff this Workgroup and to assist with the development of the report. A kickoff meeting was held on September 11 and several meetings were conducted through early December. The Workgroup wrapped up its assignment and provided a report to the Board of Supervisors in January 2014.
- Stormwater Ordinance. Staff worked cooperatively in 2013 with the Northern Shenandoah Valley Regional Commission (NSVRC) in response to the 2012 state mandate that all localities adopt a compliant Virginia Stormwater Management Program by July 2014. Work towards this project included submission of a package in March to the Department of Conservation & Recreation (DCR) containing our stormwater ordinance and design manual, a staffing plan, and a funding plan with the formal request that our program be evaluated for compliance with State regulations. Staff attended several meetings at NSVRC with our regional counterparts to continuously evaluate the evolving program requirements as stormwater oversight passed from DCR to the Department of Environmental Quality (DEQ), and to develop outreach methods to inform the development community of the upcoming changes.

3. Building Permits

A. Residential Permits. Residential construction increased in 2013 from previous year with a total of 28 permits for new dwelling units issued. A total of 21 permits were issued for parcels located outside of the towns, 6 permits were issued in the Town of Berryville, and 1 permit was issued in Boyce. The 28 permits issued were the highest annual total since 2008 when 43 permits were issued.

Residential Building Permits Issued, 2000-2013

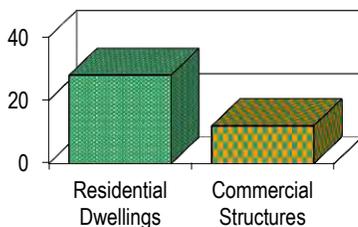
| | County | Berryville | Boyce | TOTAL |
|------|--------|------------|-------|-------|
| 2013 | 21 | 6 | 1 | 28 |
| 2012 | 16 | 4 | 0 | 20 |
| 2011 | 16 | 1 | 0 | 17 |
| 2010 | 10 | 4 | 9 | 23 |
| 2009 | 11 | 1 | 12 | 24 |
| 2008 | 20 | 0 | 23 | 43 |
| 2007 | 39 | 6 | 12 | 57 |
| 2006 | 41 | 25 | 14 | 80 |
| 2005 | 65 | 141 | 15 | 221 |
| 2004 | 81 | 45 | 4 | 130 |
| 2003 | 72 | 53 | 2 | 127 |
| 2002 | 78 | 49 | 2 | 129 |
| 2001 | 86 | 50 | 2 | 138 |
| 2000 | 68 | 33 | 0 | 101 |

B. Total Permits -- Valuation

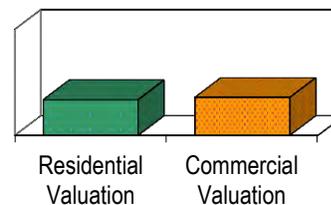
Building permit valuation, all use types for permits issued in 2013

| Permits | Number of Structures/Permits | Valuation |
|---|------------------------------|---------------------|
| Residential Structures | 28 | \$ 6,713,000 |
| Commercial/Institutional Structures | 12 | \$ 7,148,000 |
| Miscellaneous Permits Issued ¹ | 729 | \$ 3,387,600 |
| Total | | \$17,248,600 |

NUMBER ISSUED



VALUATION



¹ Miscellaneous permits include all other building permits issued excluding residential dwellings and commercial buildings

BUILDING PERMITS

Residential, Commercial, Institutional and Miscellaneous Structures

| Year | Res/Com/ Institutional Structures | Valuation | Miscellaneous Permits | Valuation |
|------|---|---------------------------|--------------------------|--------------|
| 2013 | 40 | \$13,861,000 | 729 | \$ 3,387,600 |
| 2012 | 26 | \$ 7,111,000 | 739 | \$ 6,604,350 |
| 2011 | 17 | \$ 5,769,000 | 733 | \$ 6,612,624 |
| 2010 | 24 | \$28,726,000 ² | 761 | \$ 8,604,700 |
| 2009 | 27 | \$ 7,277,000 | 837 | \$ 6,059,200 |
| 2008 | 48 | \$12,912,975 | 1144 | \$ 8,326,400 |
| 2007 | 60 | \$15,191,130 | 1384 | \$10,529,175 |
| 2006 | 91 | \$14,425,000 | 1652 | \$10,813,187 |
| 2005 | 224 | \$47,305,833 | 2541 | \$55,290,268 |
| 2004 | 132 | \$23,423,005 | 2031 | \$30,588,005 |
| 2003 | 133 | \$24,642,470 | 1840 | \$34,050,768 |
| 2002 | 135 | \$30,716,883 | 1955 | \$38,470,828 |
| 2001 | 145 | \$24,534,731 | 1732 | \$31,735,432 |
| 2000 | 103 | \$16,161,845 | 1862 | \$22,859,869 |

4. Subdivisions

The following statistics describe the subdivisions approved by the Planning Commission in 2013 for the unincorporated areas of the County, with the previous years for which records were compiled. Figures in Town Residential column include land in the Berryville Town Limits and Annexation Area, as well as the Town of Boyce through 2001.

| Year | Lots/Acres | County | Berryville | Boyce |
|------|------------|--------|------------|-------|
| | | Total | Total | Total |
| 2000 | Lots | 25 | 5 | |
| | Acres | 2125 | 72 | |
| 2001 | Lots | 72 | 3 | 6 |
| | Acres | 535 | 0 | 1 |
| 2002 | Lots | 40 | 100 | 3 |
| | Acres | 281 | 81 | 1 |
| 2003 | Lots | 34 | 70 | 43 |
| | Acres | 412 | 54 | 21 |
| 2004 | Lots | 30 | 71 | 5 |
| | Acres | 325 | 72 | 2 |
| 2005 | Lots | 31 | 99 | 71 |
| | Acres | 370 | 60 | 15 |
| 2006 | Lots | 36 | 10 | 1 |
| | Acres | 799 | 32 | <1 |

² Includes \$22,318,000 for new high school (2010)

| | | | | |
|------|-------|-----|---|----|
| 2007 | Lots | 25 | 1 | 2 |
| | Acres | 179 | 2 | 2 |
| 2008 | Lots | 25 | 0 | 0 |
| | Acres | 708 | 0 | 0 |
| 2009 | Lots | 6 | 0 | 1 |
| | Acres | 2 | 0 | <1 |
| 2010 | Lots | 5 | 0 | 0 |
| | Acres | 191 | 0 | 0 |
| 2011 | Lots | 8 | 0 | 0 |
| | Acres | 98 | 0 | 0 |
| 2012 | Lots | 6 | 0 | 0 |
| | Acres | 67 | 0 | 0 |
| 2013 | Lots | 4 | 0 | 0 |
| | Acres | 144 | 0 | 0 |

DWELLING UNIT RIGHTS

Dwelling Unit Rights (DURs) Used and Remaining by Election District

| Election District | DURs Allocated | DURs Remaining | % Remaining |
|--------------------------|-----------------------|-----------------------|--------------------|
| Berryville | 23 | 18 | 78.3% |
| Buckmarsh | 1,056 | 601 | 56.9% |
| Millwood | 1,932 | 1,067 | 55.2% |
| Russell | 1,573 | 706 | 44.9% |
| White Post | 1,966 | 1,307 | 66.5% |
| TOTAL | 6,550 | 3,699 | 56.6% |

5. Conservation Easements

Conservation Easements Added/Dwelling Units Retired, 1974-2013

| | VOF, OTHERS (acres) | COUNTY (acres) | DURs RETIRED * |
|-------------|------------------------------------|---------------------------|-------------------------------|
| 1974 | 72 | 0 | n/a |
| 1975 | 4 | 0 | n/a |
| 1976 | 195 | 0 | n/a |
| 1977 | 119 | 0 | n/a |
| 1978 | 667 | 0 | n/a |
| 1979 | 1,037 | 0 | n/a |
| 1980 | 166 | 0 | n/a |
| 1981 | 0 | 0 | n/a |
| 1982 | 100 | 0 | n/a |
| 1983 | 0 | 0 | n/a |
| 1984 | 0 | 0 | n/a |
| 1985 | 0 | 0 | n/a |
| 1986 | 0 | 0 | n/a |
| 1987 | 0 | 0 | n/a |
| 1988 | 807 | 0 | n/a |
| 1989 | 1,540 | 0 | n/a |
| 1990 | 2,503 | 0 | n/a |
| 1991 | 846 | 0 | n/a |
| 1992 | 64 | 0 | n/a |

| | VOF, OTHERS (acres) | COUNTY (acres) | DURs RETIRE D* |
|-----------------|------------------------------------|---------------------------|-------------------------------|
| 1993 | 328 | 0 | n/a |
| 1994 | 2 | 0 | n/a |
| 1995 | 95 | 0 | n/a |
| 1996 | 42 | 0 | n/a |
| 1997 | 336 | 0 | n/a |
| 1998 | 485 | 0 | n/a |
| 1999 | 951 | 0 | n/a |
| 2000 | 1,453 | 0 | n/a |
| 2001 | 764 | 0 | n/a |
| 2002 | 1,180 | 0 | n/a |
| 2003 | 133 | 145 | 3 |
| 2004 | 957 | 35 | 1 |
| 2005 | 943 | 314 | 5 |
| 2006 | 425 | 579 | 18 |
| 2007 | 285 | 1,261 | 45 |
| 2008 | 0 | 250 | 12 |
| 2009 | 230 | 484 | 13 |
| 2010 | 0 | 473 | 21 |
| 2011 | 210 | 582 | 18 |
| 2012 | 0 | 709 | 26 |
| 2013 | 1,120 | 612 | 15* |
| SUBTOTAL | 18,059 | 5,472 | |
| TOTAL | | 23,531 | 190 |

Conservation Easement Purchase Summary, 2003-2013

| CLARKE COUNTY CONSERVATION EASEMENT AUTHORITY EASEMENT PURCHASE SUMMARY | | | | | | | | | |
|--|----------------|---------------------|--|--------------------|--------------------------|--------------------|--------------------|--------------------|------------------------|
| YEAR | ACRES | DUR'S TERMINATED | | APPRAISED VALUE | DUR PURCHASE VALUE | OWNER SHARE | COUNTY SHARE * | GRANT SHARE | GRANT SOURCE |
| 2003 | 139.7 | 3 | | \$251,000 | | \$26,000 | \$225,000 | | |
| 2003 | 4.9 | 0 | | \$0 | | \$0 | \$0 | | |
| 2005 | 39.6 | 2 | | \$198,100 | | \$123,100 | \$75,000 | | |
| 2005 | 32 | 2 | | \$200,000 | | \$125,000 | \$50,000 | \$25,000 | SRCDC |
| 2006 | 99.93 | 3 | | \$131,500 | | \$445,133 | \$133,267 | | |
| 2006 | 74 | 3 | | \$508,800 | | \$166,575 | \$114,075 | \$228,150 | VOF |
| 2007 | 216 | 5 | | \$648,500 | | \$162,125 | \$8,062 | \$478,313 | FRPP, VLCF, VDACS |
| 2008 | 46.82 | 3 | | \$346,551 | | \$86,638 | \$86,638 | \$173,275 | FRPP |
| 2008 | 30 | 2 | | \$180,000 | | \$53,100 | \$42,300 | \$84,600 | FRPP |
| 2008 | 204 | 5 | | \$716,500 | | \$179,125 | \$27,750 | \$509,625 | FRPP, VLCF, VDACS |
| 2008 | 43 | 1 | | \$131,500 | | \$32,875 | \$16,437 | \$82,188 | FRPP, VDACS |
| 2010 | 11.48 | 1 | | | \$25,000 | | \$12,500 | \$12,500 | VDACS |
| 2010 | 19.8 | 2 | | | \$80,000 | | \$40,000 | \$40,000 | VDACS |
| 2010 | 10.5 | 1 | | | \$28,000 | | \$14,000 | \$14,000 | VDACS |
| 2010 | 133 | 6 | | | \$240,000 | | \$120,000 | \$120,000 | VDACS |
| 2010 | 145 | 5 | | | \$140,000 | | \$70,000 | \$70,000 | VDACS |
| 2010 | 38.1 | 2 | | | \$80,000 | | \$40,000 | \$40,000 | VDACS |
| 2010 | 47.6 | 2 | | | \$60,800 | | \$30,400 | \$30,400 | VDACS |
| 2010 | 15.18 | 1 | | | \$30,400 | | \$15,200 | \$15,200 | VDACS |
| 2011 | 60.00 | 2 | | \$240,500 | | \$60,125 | \$30,063 | \$150,312 | FRPP, VDACS |
| 2011 | 13.02 | 1 | | | \$13,000 | | \$6,500 | \$6,500 | VDACS |
| 2011 | 16.69 | 2 | | | \$25,000 | | \$12,500 | \$12,500 | VDACS |
| 2011 | 134.00 | 2 | | | \$80,000 | | \$40,000 | \$40,000 | VDACS |
| 2012 | 76.7 | 2 | | | \$80,000 | | \$40,000 | \$40,000 | VDACS |
| 2013 | 80.86 | 4 | | \$303,000 | | \$75,750 | \$5,488 | \$221,762 | FRPP, VDACS, PEC, VLCF |
| 2013 | 217.34 | 4 | | \$542,500 | | \$135,625 | \$32,813 | \$374,062 | FRPP, VDACS, PEC, VLCF |
| 2013 | 68.02 | 3 | | \$255,000 | | \$63,750 | \$5,625 | \$185,625 | FRPP, VDACS, PEC, VLCF |
| 2013 | 140 | 4 | | \$560,000 | | \$140,000 | \$97,500 | \$322,500 | VDACS, PEC, VLCF |
| | 1767.11 | 60 | | | Total | \$1,874,921 | \$1,391,118 | \$3,276,512 | |
| | | | | | % of Total | 28.7 | 21.3 | 50.1 | |

* Represents County funds used to purchase conservation easements; program began in 2003

Grant Sources

VDACS = Virginia Department of Agriculture and Consumer Services (State)

VLCF = Virginia Land Conservation Fund (State)

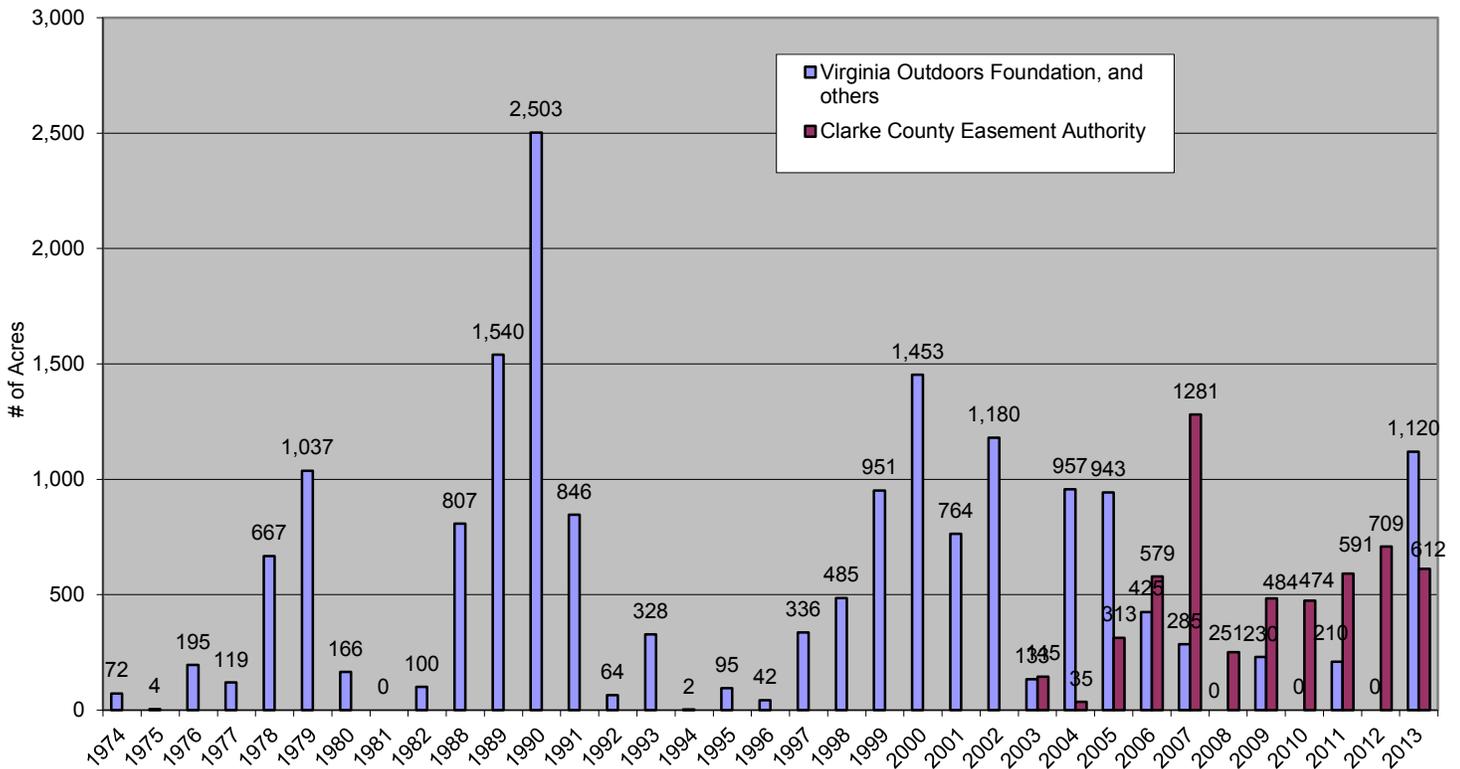
FRPP = Farm & Ranchland Protection Program (Federal)

SRCDC = Shenandoah Resource Conservation and Development Council (State)

VOF = Virginia Outdoors Foundation (State)

PEC = Piedmont Environmental Council

Conservation Easements – Virginia Outdoors Foundation, Virginia Department of Historic Resources & Clarke County Conservation Easement Authority



Note: No easements recorded 1983 through 1987

6. Biosolids Applications

On July 15, 1997 the Board of Supervisors approved the adoption of a text amendment establishing standards for the land application of bio-solids.

Beginning in 1998, two companies, Bio Gro and Recyc Systems applied biosolids in the County. Currently Synagro (formally Bio-Gro) and Wright Trucking spread on area farms. The following table summarizes the acreages applied each year.

In 2004, State law repealed Counties ability to regulate biosolid application beyond testing and monitoring. The change permits Counties to request reimbursement for expenses relating to monitoring and testing but eliminates increased setback standards that Clarke County had adopted to protect ground and surface water resources in sensitive karst areas.

Beginning January 1, 2008 the Virginia Department of Environmental Quality (DEQ) assumed regulatory oversight of all land application of treated sewage sludge, commonly referred to as biosolids. This action, which moves oversight of the Biosolids Use Regulations from the Virginia Department of Health to DEQ,

was at the direction of the 2007 General Assembly, which voted to consolidate the regulatory programs so that all persons land applying biosolids would be subject to uniform requirements, and to take advantage of the existing compliance and enforcement structure at DEQ.

Biosolids Applications

| Year | Acres | # Farms |
|----------------------|---------------|---------|
| 1998 | 180 | 2 |
| 1999 | 625 | 3 |
| 2000 | 0 | 0 |
| 2001 | 1830 | 11 |
| 2002 | 1145 | 11 |
| 2003 | 350 | 3 |
| 2004 | 150 | 4 |
| 2005 | 263 | 3 |
| 2006 | 950 | 9 |
| 2007 | 1,063 | 10 |
| 2008 | 1,307 | 13 |
| 2009 | 1,287 | 13 |
| 2010 | 1,989 | 21 |
| 2011 | 1,800 | 18 |
| 2012 | 1,539 | 18 |
| 2013 | 838 | 8 |
| 15 Year Total | 15,316 | |

DEQ has established an Office of Land Application Programs within the Water Quality Division to manage the biosolids program, as well as land application of industrial sludges, septage, livestock and poultry waste, and water reclamation and reuse. The Virginia Department of Health will continue to consult with DEQ and advise the public on health issues related to biosolids applications.

All applications have been closely monitored by County and State representatives and have been in compliance with all requirements. In accordance with State Regulations, Counties may be reimbursed for the testing and monitoring expenses; in 2013 the County was reimbursed \$10,201.58.

The total number of acres permitted for biosolids application in the County is 11,125, proportionately more biosolids than many other Counties in the area, averaging 18,000 wet tons per year. The biosolids contain about 5-8 pounds of nitrogen per ton of biosolids. There is interest and concern about the effect of biosolids application on the quality of ground water in Clarke County. In order to address this concern, the County applied for and received

2 grants totaling \$16,000 to monitor 10 springs in northern Shenandoah Valley for discharge, TN, TP, ammonia, ortho phosphate, nitrate-nitrite, E. coli, flow, general water chemistry. Springs are in located in karst areas. Purpose is to identify contribution of contamination from springs to surface waters to assist in 1) determining appropriate BMP's on agricultural lands and 2) impact of biosolids applications on water quality as compared to other fertilizer sources. A report detailing the study is available from the Planning Department.

7. Historic Preservation Commission Activities

During 2013, the Historic Preservation Commission (HPC) worked on updating the County's historic driving tour brochure to include additional sites throughout the County and new routes for tours. They discussed ways to better educate owners of historic structures on "mothballing" and planned to hold a workshop on the topic in the near future. The HPC also held their annual awards luncheon at the Battletown Inn in May.

No Certificates of Appropriateness were processed in 2013.

8. Cash Proffers

No new cash proffer funds were paid to the County in 2013.

PROFFER CONTRIBUTIONS to Schools or Emergency Services

| Year | Amount | Location | # of Lots |
|--------------|-----------------|--|-----------|
| 1993 | \$6,590 | Battlefield Estates – Lots 67A & 68A | 2 |
| 1994 | \$6,640 | Battlefield Estates – Lots 61A & 66A | 2 |
| 1995 | \$10,290 | Battlefield Estates – Lots 50A, 52A, 59A | 3 |
| 1996 | \$6,860 | Battlefield Estates – Lots 41A & 54A | 2 |
| 1997 | \$0 | | 0 |
| 1998 | \$3,700 | Battlefield Estates – Lot 26A | 1 |
| 1999 | \$7,460 | Battlefield Estates – Lot 186A & 194A | 2 |
| 2000 | \$7,720 | Battlefield Estates – Lots 102A & 196A | 2 |
| 2001 | \$0 | | 0 |
| 2002 | \$16,308 | Battlefield Estates – Lots 90A, 101A, 76A, & 87A | 4 |
| 2003 | \$0 | | 0 |
| 2004 | \$8,387 | Battlefield Estates – Lots 107A, 112A | 2 |
| 2005 | \$3,000 | Darbybrook Lot 32 | 1 |
| 2006 | \$18,000 | Darbybrook Lots 2-6 and 31 | 6 |
| 2007 | \$0 | | 0 |
| 2008 | \$0 | | 0 |
| 2009 | \$0 | | 0 |
| 2010 | \$0 | | 0 |
| 2011 | \$0 | | 0 |
| 2012 | \$0 | | 0 |
| 2013 | \$0 | | 0 |
| TOTAL | \$94,955 | | |

- Ketocin Land Co. (Battlefield Estates) has paid \$73,955 in school capital proffers for 20 houses out of the 40 additional houses allowed by the 1992 rezoning of a portion of Battlefield Estates.
- Brookfield Homes (Darbybrook) has paid \$21,000 (\$14,000 schools and \$7,000 emergency services) in capital proffers for 7 out of the 7 additional houses allowed by the 2005 rezoning of a portion of Darbybrook.

APPENDIX A – Miscellaneous Activity Tables

1. Minor Subdivisions

| File # | Name | Description | Tax Map # | Zoning/Election District | Action |
|------------------------------|------------------------|----------------------|------------------|----------------------------------|------------------|
| MS-13-01 | John & Mary Rutherford | 2-lot | 3-10-3 | AOC/Russell Election District | Approved 4/8/13 |
| MS-13-02 (See MLSE-13-01) | Richard & Mary Dimmel | 2-lot (The Moorings) | 29-A-18A | AOC/White Post Election District | Approved 7/12/13 |

2. Boundary Line Adjustments

| File # | Name | District | Tax Map # | Zoning | Action |
|---------------|---|---------------------------------|-----------------------------------|---------------|------------------|
| BLA-13-01 | Michael Hoffman | CH/LM | 12-A-37D | AOC | Approved 2/12/13 |
| BLA-13-02 | James (Joe) Lambert | LM/Russell Election District | 6-4-2 & 6-4-3 | AOC | Approved 2/12/13 |
| BLA-13-03 | Lucy & Stephen Dorick, Wm. Byrd & Richard Byrd | LM/Russell Election District | 13-A-31C & 14-A-11 | AOC | Approved 6/19/13 |
| BLA-13-04 | James & Bonnie McCarty | GW/White Post Election District | 29-A-9 & 10 | AOC | Approved 8/12/13 |
| BLA-13-05 | Robert W. Claytor | GW/White Post Election District | 28-A-20F & 20G | AOC | Approved 8/27/13 |
| BLA-13-06 | Stacy Finch (Runyon Est.) Phase 2 | CH/Millwood Election District | 12-A-33; 12-A-33D, 12-A-33E | AOC | Pending |
| BLA-13-07 | Stacy Finch (Runyon Est.) Phase 4 | CH/Millwood Election District | 12-A-33, 12-A-33C, 12-A-33F | AOC | Pending |
| BLA-13-08 | Stacy Finch (Runyon Est.) Phase 6 | CH/Millwood Election District | 12-A-33, 12-A-33B | AOC | Pending |
| BLA-13-09 | Stacy Finch (Runyon Est.) Phase 8 | CH/Millwood Election District | 12-A-33, 12-A-33G | AOC | Pending |
| BLA-13-10 | Stacy Finch (Runyon Est.) Phase 10 | CH/Millwood Election District | 12-A-33, 12-A-33H | AOC | Pending |
| BLA-13-11 | Stacy Finch (Runyon Est.) Phase 12 | CH/Millwood Election District | 12A-33, 33G, 33H & 33J 12-A-31 | AOC | Pending |

3. Home Occupation Permits

| Name | Address | Tax Map # | Date | Business type |
|------------------------|--|------------------|-------------|--|
| Almond, Wayne | 1830 Senseny Road Berryville, VA 22611 | 13-A-47A | 6/4/13 | Almond's Tree Service |
| Anderson, William Todd | 19414 Blue Ridge Mountain Rd Bluemont, VA 20135 | 34A-4-4 | 9/6/13 | Anderson's Electrical Service |
| Arzola, Jose G. Soto | 156 Quarry Road Berryville, VA 22611 | 16-A-35 | 9/23/13 | Joel Flooring, LLC (residential & commercial carpeting & flooring) |
| Berry, John E. | 3365 Papermill Road Winchester, VA 22602 | | 10/10/13 | General Contracting |
| Blaine, Abigail Hart | 3582 Shepherds Mill Road Berryville, VA 22611 | 10-A-4 | 1/15/13 | Monster Plumbing LLC (Plumbing) |
| Breeden, James W. | 1324 Wadesville Road Berryville, VA 22611 | 3A-1-5 | 8/2/13 | Integrated Automotive (automotive repair) |

| | | | | |
|------------------------------|--|---------------|----------|--|
| Bridge, Theresa | 184 W. Crescent St. Boyce, VA (Town of Boyce) | 21A1-A-37 | 4/3/13 | Craft shows,sell crafts on line |
| Brown, Adze | 2379 Morgans Mill Road Bluemont, VA 20135 | 32-A-65C | 4/1/13 | Bluemont Construction Services |
| Cather, Rebecca | 337 Cather Road Berryville, VA 22611 | 7-A-7F | 11/14/13 | Custom Design Creations |
| Dunmire, Daniel A., Jr. | 737 Lockes Mill road Berryville, VA 22611 | 23-A-43 | 6/18/13 | Blue Ridge Painting Plus |
| Graham, Stacey | 319 Barker Lane Bluemont, VA 20135 | 33-4-10 | 9/20/13 | SIG Services (virtual assistant) |
| Hagen, William A. | 273 Redbud Lane Bluemont, VA 20135 | 17A4-27-20-23 | 9/3/13 | William Hagen Estate Services, LLC (handyman repair & maintenance) |
| King, Robin | 877 Chilly Hollow Road Berryville, VA 22611 | 24-A-57 | 7/18/13 | Three Crows Gallery-Artist |
| Lobo, Ian | 220 Lafayette Lane Paris, VA 20139 | 40A-2-28 | 1/8/13 | Financial Consulting/Tax Preparing |
| McCauley, Mark A. | 132 Soldiers Lane Berryville, VA 22611 | 4-A-8E | 1/22/13 | Equipped, Inc. (Mobile Tool Sales) |
| Mason, Crystal | 76 Chapel Lane Boyce, VA 22620 | 22-1-20 | 4/15/13 | Brass Dynasty |
| Nalls, David Adam Coleman | 207 Chilly Hollow Road Berryville, VA 22611 | 15-A-18 | 10/24/13 | Mobile Repair of Equipment |
| Neumann, Knut | 325 Berry's Ferry Road White Post, VA 22663 | 28A-A-18 | 2/6/13 | KN Painting (painting, dry walling & wallpaper) |
| Nunn, Regina | 451 Linaburg Lane Berryville, VA 22611 | 3-A-43B | 1/13/13 | Designs by Regina (Interior design/decoration/grooms) |
| Olsen, Leif R., Jr. | 1959 Millwood Road Millwood, VA 22646 | 30A-A-71 | 9/30/13 | Labor, Construction |
| Pierce, Gerald W., Jr. | P.O. Box 521 Berryville, VA 22611 | 24-A-51 | 4/3/13 | GWP Power Solutions, LLC (mobile generator repair) |
| Rinehart, William | 295 Evergreen Lane Bluemont, VA 20135 | 17A2-11-28 | 1/8/13 | RineCo Clean (Roof Cleaning) |
| Ruszczyc, Cathy | 2291 Lockes Mill Road Berryville, VA 22611 | 23A-2-17 | 10/21/13 | Cleaning Business |
| Skinner, Andrew H. | 175 Tadpole Lane Bluemont, VA 20135 | 32-8-13 | 6/14/13 | Bluewater Kitchen, LLC |
| Stephens, E.T. | 525 Randalston Lane Bluemont, VA 20135 | | 12/30/13 | Horse boarding & animal ambulatory vet services |
| Updegraff, Ronald | P.O. Box 499 Boyce, VA 22620 | 32-A-65A | 4/12/13 | Grayson Construction |
| Upperman, James | 114 Summer Spring Lane Paris, VA 20130 | 39-13-3 | 4/29/13 | Jimmy's Handyman |
| Yost, Tracy | 982 Noble Lane Berryville, VA | 3-14-4 | 2/14/13 | Yost Contracting (plaster & drywall) |

4. Land Disturbance Permits

a. **Major**
None in 2013

b. **Minor**

| Owner/Applicant | Address | Tax Map # | Date | Purpose |
|---|--|-----------|---------|------------|
| Omps, Aaron & Misty | 224 Bluebird Drive Stephens City, VA 22655 | 37A4-2-50 | 2/19/13 | Driveway |
| Hitchen, Peter O. | 497 Locke's Mill Rd. Berryville, VA 22611 | 30-A-65 | 3/4/13 | Driveway |
| Tranchitela, Chris/ Tranco Farms, Inc. | 19004 Harmony Church Rd. Leesburg, VA 20175 | 9-A-60D | 8/27/13 | Grain bins |

5. Maximum Lot Size Exceptions

| File # | Name | Tax Map # | Zoning/Election District | Status |
|------------------------------|-----------------------|-----------|----------------------------------|---------------------|
| MLSE-13-01 (See MS-13-02) | Richard & Mary Dimmel | 29-A-18A | White Post Election District/AOC | Approved 7/12/13 |

6. Sign Permits

| Applicant | Address | Date | Tax Map # | Sign Information |
|--------------------------|---|----------|---|--|
| 340 Depot | 3355 Lord Fairfax Highway Berryville, VA 22611 | 10/24/13 | 8-1-2 | 340 Fuel Depot |
| Adams, Lisa | 864 Shepherds Mill Road Berryville, VA 22611 | 10/2/13 | 16-A-21B | 612 Vineyard |
| Battletown Animal Clinic | 3823 Lord Fairfax Highway Berryville, VA 22611 | 7/8/13 | 14-1-1A | Battletown Animal Clinic |
| Fisher Auto Parts | 40 Kimble Rd., Ste. A Berryville, VA 22611 | 9/25/13 | 7-A-71 | Federated Auto parts logo & Fisher Auto Parts Name |
| Jacobson, Leroy | 3340 Crums Church Road Berryville, VA 22611 | 7/22/13 | 3-14-1B | Jacobson Christmas Tree Farm |
| LaRock, Dave | P.O. Box 6 Hamilton, VA 20159 | 4/18/13 | On private property throughout Clarke Cty | Dave LaRock for Delegate |

7. Zoning Permits-under 200 sf and/or agricultural use only

| Applicant | Address | Tax Map # | Date | Purpose |
|--------------------------|---|-----------|----------|-------------------------|
| Anderson, Kevin | 127 Concert Lane Berryville, VA 22611 | 7-6-4 | 4/24/13 | Vegetable greenhouse |
| Brock, Betty | 6 South Greenway Ave Boyce, VA 22620 | 21A1-A-19 | 7/17/13 | Outside Storage |
| Carter, Richard | 2161 Allen Road Berryville, VA 22611 | 4-A-10C | 4/27/13 | Barn |
| Faraday, Martha | 1793 Swimley Road Berryville, VA 22611 | 3-A-8A | 7/3/13 | Barn & Indoor Arena |
| Gibson, Michael | 4772 Senseny Road Berryville, VA 22611 | 12-A-1F | 12/10/13 | Ag/Horse |
| Gonzales, Abel & Rosario | 711 Crums Church Road | 7-7-1 | 8/12/13 | Storage Shed |

| | | | | |
|------------------------------------|--|----------|----------|-------------------------------------|
| | Berryville, VA 22611 | | | |
| Graf, Melanie | 735 Chestnut Lane Berryville, VA 22611 | 10-1-2 | 6/28/13 | Farm equipment & hay storage |
| Lamont, Stephen | 4740 John Mosby Hwy Boyce, VA 22620 | 30-A-23 | 7/31/13 | Storage Shed |
| Lanham, James | P.O. Box 252 Buckeystown, MD 21717 | 12-A-37C | 10/1/13 | Equipment & Animal working area |
| Lacey, Peter | 15436 Lord Fairfax Highway White Post, VA 22663 | 28-3-7 | 11/26/13 | Farm equipment building |
| Loe, Steve | 936 Gun Barrel Road White Post, VA 22636 | 28-4-1 | 5/15/13 | Enlarge existing barn |
| Mackay-Smith, Alexander & Leigh R. | 262 Meadows Lane White post, VA 22663 | 35-A-3B | 8/30/13 | Stable |
| Myers, William | 7276 Lord Fairfax Hwy Berryville, VA 22611 | 22-A-22 | 4/8/13 | Above ground pool |
| Phelan, Robert | 2683 Mount Carmel Rd Bluemont, VA 20135 | 32-A-29 | 8/8/13 | Auxillary bldg/ storage use only |
| Posthumus, Wm-Mary Larson | 812 Westwood Rd Berryville, VA 22611 | 13-A-55 | 6/14/13 | Pole Barn |
| Profundus (Audley Farm) | P.O. Box 510 Berryville, VA 22611 | 15-A-4 | 12/17/13 | Machine Shed |
| Tranchitella, Chris | (Tranco Farms, Inc.) Oakland Farm | 9-A-60D | 1/8/13 | Pole Barn |

APPENDIX B – Adopted Text Amendments (changes shown in bold italics with strikethroughs where necessary)

**ZONING ORDINANCE TEXT AMENDMENT (TA-13-01)
Maximum Lot Size Exception – Conservation Easement
As Adopted by the Board of Supervisors November 19, 2013**

Amendment Text (new or amended language in *bold italics*):

3-A-1-b Lot Requirements

1. For Single Family Detached Dwellings:

a. The maximum lot size is four acres. The maximum average lot size is three acres. The minimum lot size is two acres; provided, however, the minimum lot size is one acre for lots created from the subdivision of parcels existing on 20 March 2001 that contain less than four acres. The minimum lot width is 150 feet. The calculation of the maximum average lot size in a subdivision shall not include parcels with a maximum average lot size exception or a single residual parcel remaining from the subdivision of lots meeting the maximum average lot size requirements. A lot or lots may qualify for a maximum average lot size exception by meeting one of the following four criteria:

(3) the entire tract of land being divided, including, without limitation, any residual parcel(s) irrespective of area, has been placed under an easement granted to the Clarke County Conservation Easement Authority, the Virginia Board of Historic Resources, the Virginia Outdoor Foundation, and/or any other entity authorized to hold an open-space easement pursuant to the Virginia Open-Space Land Act (§10.21-1700, Code of Virginia) and approved by the Clarke County Board of Supervisors, and that all the parcels of land in the division are located in a manner consistent with the physiographic and/or historic characteristics of the property. *As to requests for a maximum lot size exception based upon the land having been placed in an easement held or co-held by the Clarke County Conservation Easement Authority (recorded after November 19, 2013), said easement must have included the termination of at least one (1) dwelling unit right in order for the property to qualify for a maximum lot size exception under this paragraph.*