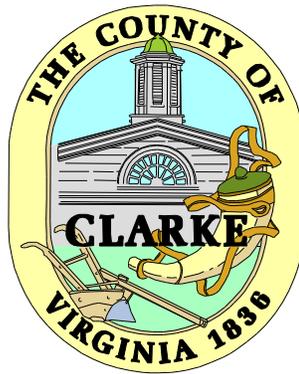


Clarke County Board of Supervisors



Regular Meeting Packet

October 18, 2016



Clarke County Board of Supervisors Regular Meeting Agenda

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

| Item | October 18, 2016 | Packet Page |
|--|------------------|-------------|
| Afternoon Session 1:00 PM | | |
| 1. Call To Order | | 6 |
| 2. Adoption Of Agenda | | 7 |
| 3. Citizen's Comment Period | | 8 |
| 4. VDOT Update | | 9 |
| 5. Shenandoah Farms Sanitary District Update. <i>Circuit Court hearing date set for Wednesday, November 16, 2016, 1:00 pm.</i> | | 10 |
| 6. Discussion Christ Church formal request for Clarke County Sanitary Authority to consider extending the Millwood Sewer District from its current position on Bishop Meade Road to the Christ Church's property at 797 Bishop Meade Road. | | 15 |
| 7. Set Public Hearing on Text Amendment CC-2016-06 to the Clarke County Code §143-9 "Septic Ordinance" [Tuesday, December 20, 2016, at 6:30 pm or as soon thereafter as the matter may be heard.] | | 18 |
| 8. Set Public Hearing AFD-16-01 – Riley [Tuesday, December 20, 2016, at 6:30 pm or as soon thereafter as the matter may be heard] | | 21 |
| 9. Set Public Hearing 2016 Revised Waterloo Area Plan and Double Tollgate Area Plan [Tuesday, December 20, 2016, at 6:30 pm or as soon thereafter as the matter may be heard] | | 33 |
| 10. Approval of Minutes. Action: Approve the following minutes: | | |
| – September 20, 2016 Regular Meeting | | 93 |
| – September 23, 2016 Continued Meeting | | 134 |
| 11. Consent Agenda. Action: No Items | | N/A |
| 12. Board of Supervisors Personnel Committee | | 136 |
| A. Expiration of Term for appointments expiring through December 2016. Action: Approve Personnel Committee recommendations: | | 137 |
| – Tom McFillen, Berryville Area Development Authority, to complete the unexpired term of Wingate Mackay-Smith. Term expires March 31, 2018 | | |
| – Gerald Dotson, Board of Social Services, to a term expiring July 15, 2020. Mr. Dotson replaces Robert Ferrebee. | | |
| – Jeff Butcher, Board of Social Services, to complete the unexpired term of Dwight Brown. Term expires July 15, 2017 | | |
| – Elizabeth "Beth" Leffel, Fire and EMS Commission – Citizen-at-large, to a term expiring August 31, 2020. | | |
| – George Hoff, Fire and EMS Commission – Boyce Volunteer Fire and Rescue | | |

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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10/13/2016 9:54 AM



Clarke County Board of Supervisors Regular Meeting Agenda

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

| Item | October 18, 2016 | Packet Page |
|------|---|-------------|
| | Company representative, to a term expiring August 31, 2017. | |
| | - Van Armacost, Fire and EMS Commission – John H. Enders Volunteer Fire and Rescue Company representative, to a term expiring August 31, 2017. | |
| | - Jacob White, Fire and EMS Commission – Blue Ridge Volunteer Fire and Rescue Company representative, to a term expiring August 31, 2017. | |
| | - Rodney Pierce, Industrial Development Authority of the Clarke County, Virginia, to a term expiring October 30, 2020. | |
| B. | Personnel Policy Update. Action: Information only. | 136 |
| 13. | Board of Supervisors Work Session | 147 |
| A. | Closed Session Pursuant to §2.2-3711-A7: 1) Continued Discussion of Soechtig Appeal; 2) Shenandoah Farms Sanitary District; 3) FY2016 Audit Issue. Action: Information only. | 147 |
| 14. | Board of Supervisors Finance Items | 206 |
| 1. | FY2016 Year-End Appropriation Adjustments. Action: The Finance Committee recommends: "Be it resolved that FY 16 budgeted expenditure, appropriation, and revenue be adjusted." | 206 |
| 2. | FY2017 Supplemental Requests and Potential Requests. | 206 |
| a. | EMS Uniforms. Action: The Finance Committee makes no recommendation. | 206 |
| b. | Equine Alliance Economic Development Funding Request. Action: The Finance Committee offers no recommendation and refers this matter to the full Board of Supervisors for discussion. | 206 |
| c. | Certified Planning Commissioner program. Action: Finance Committee recommends, reappropriation of \$1,750 for training of two Planning Commission members. <i>"Be it resolved that the FY 17 Planning Commission budgeted expenditure and appropriation be increased \$1, 750, and be it further resolved that the designation for government savings be reduced in the same amount."</i> | 206 |
| d. | Ballfield Lighting. Action: A firm price for this project is being sought. Bids will be opened October 13, and the goal is to present an appropriation action at the October Regular Board of Supervisors meeting. | 206 |
| e. | General District Court Renovation. Action: Information only. | 207 |
| f. | Recreational Center Structural Issue. Action: Information only. | 207 |
| g. | Handsome Brook Grant. Action: The Finance Committee recommends: <i>"Be it resolved that the FY17 General Capital Projects Fund expenditure and appropriation be increased \$200,000, and that revenue from the Commonwealth be recognized in the same amount, and that this sum be subsequently transferred to the Industrial</i> | 207 |

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 2 of 4

10/13/2016 9:54 AM



Clarke County Board of Supervisors Regular Meeting Agenda

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

| Item | October 18, 2016 | Packet Page |
|--|------------------|-------------|
| <i>Development Authority, all to provide an Economic Development Incentive for Handsome Brook LLC to locate an egg processing facility in Clarke County."</i> | | |
| 3. FY 16 Capital Projects Carryovers. Action: The Finance Committee recommends: "Be it resolved that FY 16 Budgets and Appropriations for Capital Projects for Government and Schools be carried over to FY17." | | 208 |
| 4. FY 16 Conservation Easement Carryover. Action: Information only. | | 207 |
| 5. Fund Balance Designations. Action: Designations can be adopted by the full board this month, or at their November 3 meeting. In addition to the items above, items the Committee should consider include: the Commonwealth shortfall, Berryville EMS contribution, Convenience Center Operating costs, and Communications upgrades. | | 210 |
| 6. Sheriff Items. | | |
| a. Salary Discrepancies. Action: Information only. | | 211 |
| b. Technology Requests. Action: Information only. | | 214 |
| 7. Vehicle Decals. Action: Information only. | | 218 |
| 8. VDOT Land Use Permits. Action: Information only. | | 219 |
| 9. Bills and Claims – Invoice History Report. Action: The Finance Committee recommends acceptance September Bills and Claims – Invoice History Report. | | 220 |
| 10. Standing Reports. Action: Information only. | | |
| - Expenditure Summary – YTD Budget Report | | 230 |
| - Reconciliation of Appropriations | | 240 |
| 15. Joint Administrative Service Board Update by Thomas Judge | | 241 |
| 16. Government Projects Update | | 244 |
| 17. Miscellaneous | | 245 |
| 18. Summary Of Required Action | | 246 |
| 19. Board Member Committee Status Reports | | 247 |
| 20. Closed Session [as necessary] | | 248 |

Evening Session 6:30 pm

Joint Public Hearing with Berryville Town Council, Boyce Town Council and Clarke County Board of Supervisors

| | |
|--|-----|
| 21. PH 16-22 ComCast Franchise Agreement | 250 |
|--|-----|

Regular Meeting Evening Session Clarke County Board of Supervisors

| | |
|------------------------------|-----|
| 22. Citizen's Comment Period | 286 |
|------------------------------|-----|

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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10/13/2016 9:54 AM



Clarke County Board of Supervisors Regular Meeting Agenda

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

| Item | October 18, 2016 | Packet Page |
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| 23. PH 16-23 TA-16-03 Addition of Farm Distilleries as a Permitted Use in the AOC and FOC Districts; Use of Waterworks by Farm Breweries, Farm Wineries, and Farm Distilleries | | 287 |
| 24. Adjournment | | 295 |
| Reports in October Packet: | | 296 |
| 1. Building Department | | 297 |
| 2. Commissioner of the Revenue | | 307 |
| 3. Economic Development | | 314 |
| 4. Fire & EMS | | 315 |
| 5. Virginia Regional Transit | | 316 |
| 2016 Legislative Priorities – Scheduled for review at the November 3, 2016 Regular Meeting | | 317 |

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

10/13/2016 9:54 AM

Clarke County Board of Supervisors

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

VIRGINIA :

IN THE CIRCUIT COURT OF CLARKE COUNTY

In re: Abolishment of Clarke County Shenandoah Farms
Sanitary District

Civil Case No. CL16003813-00

PETITION

Comes now the Petitioner, the Board of Supervisors of Clarke County, Virginia, ("Board") by counsel, pursuant to Va. Code §21-117.1, and states the following in support of this Petition:

1. By Order of this Court entered on October 21, 2015, the Clarke County Shenandoah Farms Sanitary District ("Sanitary District") was created.

2. By Order of this Court entered on January 11, 2016, the boundaries of the Sanitary District were established.

3. Pursuant to the Order entered on October 21, 2015, the purposes of the Sanitary District were set forth as:

"(i) to provide for the maintenance and improvement of existing and platted private roads in the Clarke County portion of the Shenandoah Farms Subdivision" ("Private Road Maintenance");

COPY

“(ii) to provide for the maintenance, operation and improvement of the common areas and recreational facilities in the subdivision” (“Recreation Area Maintenance”); and

“(iii) to provide for miscellaneous items necessary for the operation and administration of the Sanitary District, including the employment of technical and clerical help and the payment of taxes, utility bills and insurance” (“Management Services”).”

4. Pursuant to the Order entered on October 21, 2015, the Board is the governing body of the Sanitary District, and is vested with all of the powers and obligations set forth in the governing provisions of the Code of Virginia.

5. Since the creation of the Sanitary District by this Court, the Board has undertaken to study and obtain information as to what would be required to properly accomplish the purposes of the Sanitary District.

6. Both private roads and public roads are located in the Sanitary District, there being 119 lots located on private roads and 75 lots located on public roads.

7. The Board has determined that the largest portion of funds raised from assessments on properties in the Sanitary District would need to be used for Private Road Maintenance.

8. The Board has further determined that owners of lots on public roads would receive little or no benefit from the portion of assessments for Private Road Maintenance; that it would inequitable to assess public road

lots for Private Road Maintenance; and that the public road lots should not be assessed for Private Road Maintenance.

9. The Board has further determined that in order to have sufficient funds from assessments for Private Road Maintenance (in addition to assessments for Recreation Area Maintenance and Management Services, which would be assessed on all lots) the amount of the necessary total assessments on private road lots would be so great as to make the funding of the Sanitary District impractical of accomplishment.

10. No obligations have been incurred by the Sanitary District.

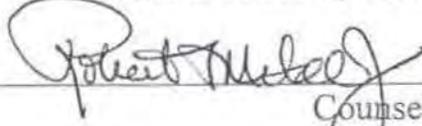
11. Filed with this Petition and made a part hereof are petitions signed by eighty-nine (89) qualified voters residing within the boundaries of the Sanitary District, being greater than the petition of fifty (50) qualified voters as required by Va. Code §21-117.1.

WHEREFORE, pursuant to Va. Code §21-117.1, the Board prays the Court as follows:

- A. To fix a date for a hearing on this Petition;
- B. To hold a hearing on the Petition;
- C. Upon the hearing to enter an order abolishing the Sanitary District; and
- D. For such other and future relief as may be proper.

BOARD OF SUPERVISORS OF
CLARKE COUNTY, VIRGINIA

By: _____


Counsel

Robert T. Mitchell, Jr., Esquire
VSB No. 3190
Hall, Monahan, Engle, Mahan & Mitchell
9 East Boscawen Street
P. O. Box 848
Winchester, VA 22601
Email: rmitchell@hallmonahan.com
Telephone: 540-662-3200
Fax: 540-662-4304
Counsel for Board of Supervisors of
Clarke County, Virginia

Linney Center
215 E. Cork Street
Winchester, VA
For more INFO,
call 540-667-8865

first of two required news-
paper legal notices. Objec-
tions should be registered
at www.abc.virginia.gov or
800-552-3200.

Notices 107
540-665-4949

LEGAL NOTICE
VIRGINIA:
IN THE CIRCUIT COURT OF
CLARKE COUNTY
**NOTICE OF HEARING
ON PETITION TO ABOLISH
THE CLARKE COUNTY
SHENANDOAH FARMS
SANITARY DISTRICT**
NOTICE is hereby given, pursuant to
Va. Code §21.117.1, that on the 16th day
of November, 2016, at 1:00 p.m., in the
courtroom of the Circuit Court of Clarke
County, Virginia, at 102 North Church
Street, Berryville, Virginia, a hearing will
be held on the Petition of the Clarke
County Board of Supervisors to abolish
the Clarke County Shenandoah Farms
Sanitary District.
BOARD OF SUPERVISORS OF
CLARKE COUNTY, VIRGINIA
Robert T. Mitchell, Jr., Esquire
Hall, Monahan, Engle, Mahan & Mitchell
9 East Boscawen Street
P.O. Box 848
Winchester, VA 22601
Counsel for Board of Supervisors of
Clarke County, Virginia

STATE OF CONNECTICUT
SUPERIOR COURT
DOCKET # FA 09-4010138-5
**Notice To
Catherine L. Fleming**
The Court has reviewed the Motion for Order
of Notice and the Complaint/ Application/
Motion which asks for:
other (specify):
Motion for Modification
The Court finds that the current address of
the party to be notified is unknown and that
all reasonable efforts to find him/her have
failed. The Court also finds that the last
known address of the party to be notified
was:
925 Cedar Creek Grade, Suite 100
Winchester, VA 22601
The Court Orders that notice be given to the
party to be notified by having a State Mar-
shall or other proper officer place a legal no-
tice in: Print Media a newspaper circulating
in Winchester, VA containing a true and at-
tested copy of this Order of Notice, and, if ac-
companying a Complaint for divorce
(dissolution of marriage), complaint for disso-
lution of civil union, legal separation or annul-
ment, or if accompanying an Application for
custody or visitation, a statement that Auto-
matic Court Orders have been issued in the
case as required by Section 25-5 of the Con-
necticut Practice Book and are a part of the
complaint/Application on file with the Court.
The notice should appear before Oct. 12,
2016 and proof of service shall be filed with
this Court.
Robert Jackson, Assistant Clerk,
J. Stephen Woods, State Marshall

LEGAL NOTICE
VIRGINIA:
IN THE CIRCUIT COURT OF
CLARKE COUNTY
GRACE BAUMEISTER, et al.,
Plaintiffs,
v
Civil Action No. CL16003812-00
HEBERT ZISCHKAU, JR, et al,
Defendants
ORDER OF PUBLICATION
TO:
Herbert Zischkau, Jr., 1445 Mt. Laurel
Drive, Winter Springs, FL 32708
Judith A. Swartz, 203 Tyndale Drive,
O'Fallon MO 63366
Janet L. Stoneburner, 408 Greenview
Street, Upper Sandusky, OH 43351-
9309
James H. Zischkau, 2443 Chandler
Drive, Fort Myers, FL 33907-4310
Scott Maricle, 1506 Brawne Avenue,
Northwest, Olympia, WA 98502
Randall Lee Stewart, 3714 Columbia
Street, Vancouver WA 98660 Laurie
Lee Stewart, State of Washington
(specific address unknown)
Heirs, devisees, successors in
interest, and/or assigns of deceased
Members of the Minnehaha Hunting
and Fishing Club, an unincorporated
association of Wilmerding, Penn-
sylvania, as Parties Unknown.
The object of this suit is to quiet title to
and establish title in the plaintiffs to a cer-
tain tract of land located in Greenway
Magisterial District, Clarke County,
Virginia, containing 8.388 acres, more or
less, and located on the south side of
Virginia Route 638, and identified as
Clarke County Tax Map No. 38-A-30.
An affidavit having been made and signed
that Herbert Zischkau, Jr., Judith A. Swartz,
Janet L. Stoneburner, James H. Zischkau,
Scott Maricle, Randall Lee Stewart, and
Laurie Lee Stewart are nonresidents of the
Commonwealth of Virginia and that their last
known post office addresses are as indicated
above, and that there may be unknown heirs,
devisees, successors in interest, and/or
assigns of deceased members of the
Minnehaha Hunting and Fishing Club, an
unincorporated association of Wilmerding,
Pennsylvania, as parties unknown.
It is hereby ORDERED that each of the
said parties appear on or before December
21, 2016, and do whatever is necessary to
protect their interest in said land.
It is further ORDERED that this Order of
Publication be published once a week for four
consecutive weeks in The Winchester Star, a
newspaper of general circulation in County of
Clarke, Virginia.
Helen Butts,
Clerk of Circuit Court of Clarke County, Virginia
Date: October 6, 2016
I ask for this:
Robert T. Mitchell, Jr., Esquire
Hall, Monahan, Engle, Mahan & Mitchell
9 East Boscawen Street
P.O. Box 848
Winchester, VA 22601
Phone: 540-662-3200
Email: rtmitchel@hallmonahan.com
Counsel for Plaintiffs

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Clarke County Sanitary Authority

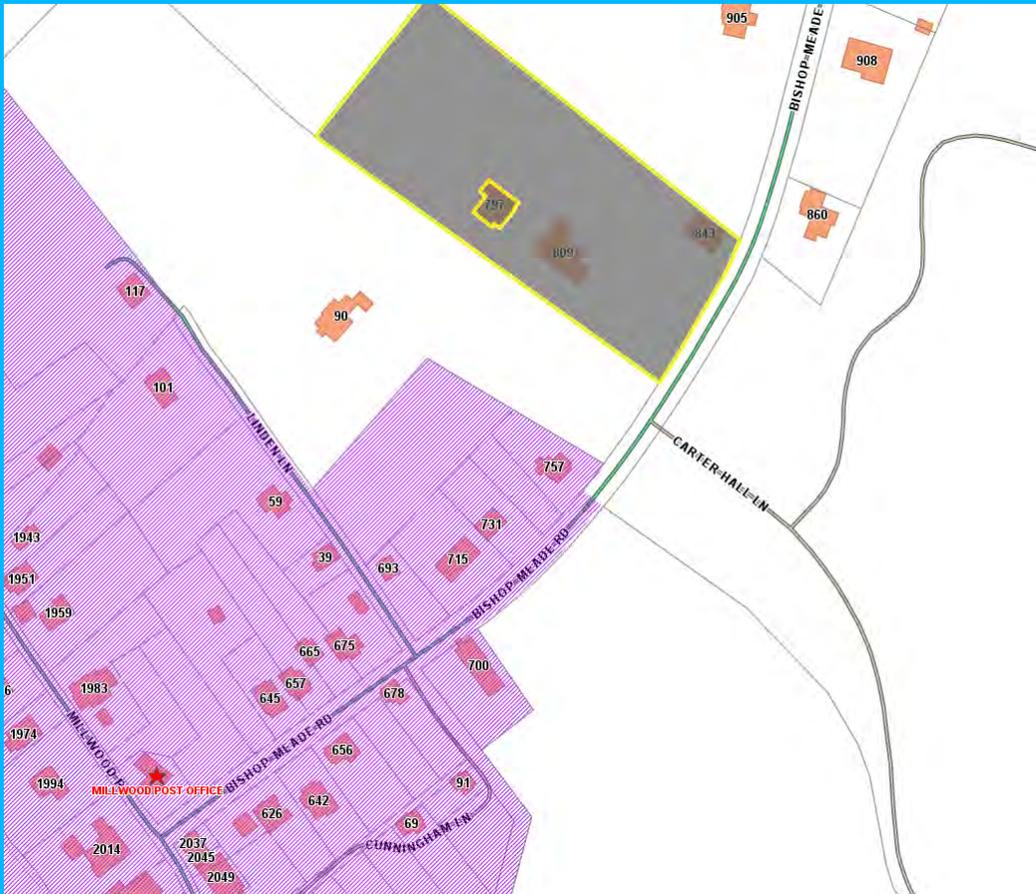
Rod DeArment, Chairman
Alexander Mackay-Smith
A. R. Dunning, Jr.
Joseph Myer
Ralph Welliver

October 6, 2016

Dear Chairman Weiss,

The Christ Church in Millwood has recently notified the Clarke County Sanitary Authority that they have encountered some problems with their septic system and are interested in connecting to the public sewer system.

The Church is located at 797 Bishop Meade Road in Millwood. This property is located outside of the Millwood Sewer District. A small map is seen below.

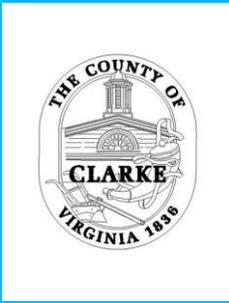


The area shaded in pink represents the Millwood Sewer District.
The area in gray is the Church property.

CCSA Administration

P.O. Box 327
129 Ramsburg Lane
Berryville, VA 22611

540-955-5185
540-955-0456 (fax)



Clarke County Sanitary Authority

Rod DeArment, Chairman
Alexander Mackay-Smith
A. R. Dunning, Jr.
Joseph Myer
Ralph Welliver

The Church has indicated that they would be willing to pay for the extension of the sewer main, the availability fee, and any associated equipment and materials (simplex station, alarm, control box, etc) that would be needed for a properly functioning sewer connection for the Church.

The Sanitary Authority Board has discussed this request at its last Board Meeting and there were no objections to accepting the Church's request. However, the Sanitary Authority Board is without authority to accept the Church's request unless the Board of Supervisors chooses to extend the sewer district to include the Church's property.

At its scheduled meeting on the morning of October 18th, the Clarke County Sanitary Authority will act on a formal request to consider extending the Millwood Sewer District from its current position on Bishop Meade Road to the Church's property at 797 Bishop Meade Road. We will promptly notify you of the Sanitary Authority's action before the Board of Supervisors meet in the afternoon.

Note that the by extending the district in this fashion, a total of two properties would be added into the district, the Church and 90 Linden Lane. Note that both of these properties are currently connected to the public water system.

Thank you for your time and consideration,

Rod DeArment
Chairman
Clarke County Sanitary Authority

CCSA Administration

P.O. Box 327
129 Ramsburg Lane
Berryville, VA 22611

540-955-5185
540-955-0456 (fax)

2000-10-17 Add § 180-30. Exclusive Service Area Town of Boyce

2002-05-21 Amend § 180-30.

Article VII Millwood Exclusive Service Area

[Added 02-05-21]

§ 180-31. *Millwood Exclusive Service Area* The contiguous properties located in or near the village of Millwood and which were identified on January 1, 2002, by the following Clarke County Tax Parcel identification are hereby designated the “Millwood Sewer Exclusive Service Area” for purposes of this chapter: (1) Block 29-A, parcels 16 and 17A and (2) Block 30A-A, parcels 1-34, 41-62, 64-76, 78-86, 88-92, 24A, 41A, 44A, 43A, 46A, 70A, and 92A.

§ 180-32. *Millwood Sewer Exclusive Service Area Sewage Collection System* Sewage collection lines and facilities to be constructed between the Town of Boyce and the Millwood Sewer Exclusive Service Area, and the Millwood Sewer Exclusive Service Area, for the transport of sewage to the Boyce Wastewater Treatment Plant, are hereby designated the “Millwood Sewer Exclusive Service Area Sewage Collection System” for the purposes of this chapter.

§ 180-33. *Exclusive Service Area* The Millwood Sewer Exclusive Service Area is hereby designated the exclusive service area for the Millwood Sewer Exclusive Service Area Sewage Collection System, and no property outside of the Millwood Sewer Exclusive Service Area shall be served by the Millwood Sewer Exclusive Service Area Sewage Collection System.

*Amendments Chapter
180-Article VII*

2002--05-21 Add Article VII § 180-31. Millwood Exclusive Service Area, § 180-32. Millwood Sewer Exclusive Service Area Sewage Collection System, § 180-33. Exclusive Service Area

Article VIII - Clarke County Sanitary Sewer Use

[Added 2004-07-20]

180-34. Clarke County Sanitary Authority Sewer Use

Article I – General
Provisions

180-34.1. *Purpose* The purpose of this Ordinance is to provide for the beneficial public use of the Clarke County Treatment Works through regulation of sewer construction, sewer use, and wastewater discharges; to provide for



Clarke County Planning Department
101 Chalmers Court, Suite B
Berryville, Virginia 22611
(540) 955-5132

TO: Clarke County Board of Supervisors

FROM: Ryan Fincham, Senior Planner & Alison Teetor, Natural Resources Planner

SUBJECT: Proposed Text Amendment to change setbacks to springs in Non-Karts areas in the Clarke County Septic Ordinance

DATE: October 12, 2016

As requested, Staff has researched the required setbacks regarding springs and proposed onsite sewage systems, specifically alternative onsite sewage disposal systems. Staff is proposing no changes to spring setbacks in Karst soil areas.

In Non-Karst soil areas, staff is proposing a text amendment based on research findings. The recommended changes to Clarke County Septic Ordinance 143-9 are:

- Change the setback to a spring located downslope from a proposed drainfield from 500 feet to 200 feet*.
- Change the setback to a spring upslope from a proposed drainfield from 200 feet to 100 feet.
- *Allow a reduction to the 200' setback to a spring located downslope from a proposed drainfield with satisfied conditions.

Staff recommends the Board Set Public Hearing on Text Amendment CC-2016-06 to the Clarke County Code §143-9 “Septic Ordinance” for the December 20, 2016 regular meeting.

Text Amendment CC-2016-06

Chapter 143 Clarke County Code (Septic Ordinance)

§143-9-TBD

For lots of record in existence prior to November 17, 1987, the setback distance from a spring at a lower elevation than a proposed onsite sewage system may be reduced below 200' provided:

- 1) The spring location, the proposed onsite sewage disposal area, and the impact area between the two features shall be identified as Non-Karst soil areas.
- 2) The spring is not used as a domestic drinking water supply or identified as a developed spring by the Virginia Department of Health.
- 3) The minimum allowable setback is 100 feet.
- 4) The proposed onsite sewage disposal system disperses at least a "TL-3 effluent" standard as defined by the Virginia Department of Health Regulations for Alternative Onsite Sewage Systems as effluent that has been treated to produce BOD₅ and TSS concentrations equal to or less than 10 mg/l each.
- 5) A detailed public health and safety narrative report shall be provided by a licensed Onsite Soil Evaluator. This report shall include:
 - a) Explanation of the site conditions and design of the septic system
 - b) Assurance that all conditions noted in this section are satisfied.
 - c) An affidavit stating that an onsite sewage disposal system is unable to be located on the property meeting this requirement and that the location of the proposed onsite sewage system meets this requirement to the greatest extent possible being located as far from the spring as is feasible.
 - d) A listing of recommendations to mitigate any potential degradation of and effect on the groundwater.
- 6) The proposed onsite sewage disposal system meets all State and County requirements.

Table 1
[Amended 05-03-15]

Minimum Separation Distances
Minimum Distance From

| Structure or Topographic Features | Soil Treatment Area or Vault Privies (feet) | Septic Tanks (feet) | All Other Parts of the Septic System (feet) |
|--|---|---------------------|---|
| Slopes greater than 25% | Not permitted | N/A | N/A |
| Free flowing streams, natural lakes or impounded waters (measured from edge) | 100 | 100 | 50 |
| Intermittent stream | 50 | 50 | 50 |
| Drainageways (measured from low point) | 50 | 50 | N/A |
| Wells | 100 | 100 | 50 |
| Discernible edge of sinkholes and cave entrances | 100 | 100 | 50 |
| Springs at a lower elevation than the septic system | KARST: 500 NON-KARST: 200* | 500 200* | 100 100 |
| Springs at a higher elevation than the septic system | KARST: 200 NON-KARST: 100 | 200 100 | 100 100 |
| Utility Easement (edge of) Upslope Downslope | 10 25 | 10 25 | 10 10 |

NOTES: N/A = Not applicable.

** May be reduced in accordance with 143-9-TBD*

C. Floodplain. New Onsite Sewage Systems shall not be permitted in the floodway portion of the Flood Plain District.

D. Replacement, repairs, and expansions of existing approved onsite sewage systems, may encroach on minimum separation distances for site features listed in Table I, so long as they are no closer to those features than the existing onsite sewage system and so long as the encroachment is not likely to cause a significant threat to public health or the environment as determined by the Health Department. [Added 99-08-17, Amended 10-06-15]

E. Easements. Easements for off-site installation of onsite sewage systems are not permitted:

**CLARKE COUNTY AGRICULTURAL & FORESTAL DISTRICT
NEW APPLICATION FOR 2016**

New Application

The following County property owners have filed applications to add new parcels to the District:

- **George E. & Sun H. Riley**
 - Zoned AOC
 - Located at 2246 Russell Road
 - Tax Map #6-A-53B
 - 11.61 acres
 - LESA score – 72.87 (minimum score of 72 required)
 - This parcel adjoins land currently in the District - Tax Map Parcel #6-A-54A (33 acres) to the East and Tax Map Parcels #6-3-2 (8.48 acres) and #6-3-3 (11.62 acres) to the South across Russell Road.

AFD Committee Recommendation

At their August 25, 2016 annual meeting, the Agricultural and Forestal Committee voted 9 to 0 to recommend to the Planning Commission acceptance of the parcel.

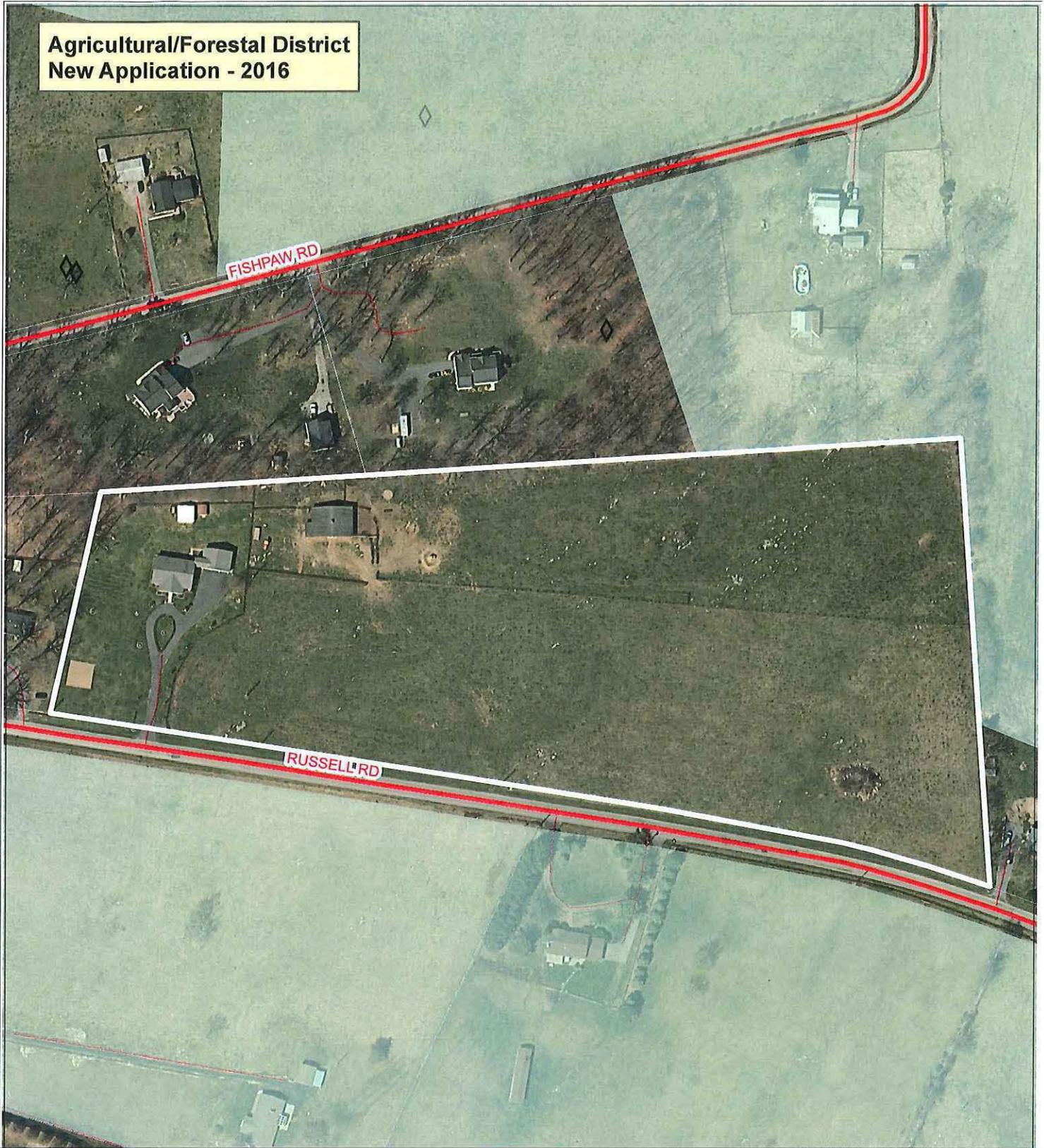
Planning Commission Recommendation

Following a duly advertised Public Hearing on October 7, 2016, the Planning Commission voted unanimously to recommend acceptance of the parcel into the Clarke County AFD.

Staff Recommendation

Schedule Public Hearing for the Board of Supervisors' December 20, 2016 meeting. Staff recommends acceptance of this parcel into the Clarke County Agricultural & Forestal District.

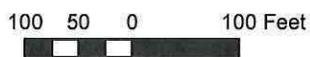
**Agricultural/Forestal District
New Application - 2016**



Geroge & Sun Riley
TM# 6-A-53B, 11.61 acres



Clarke County GIS
 July 27, 2016



- Agricultural/Forestal District
- Parcel Boundary
- Public Road
- Private Road
- Scenic Byway

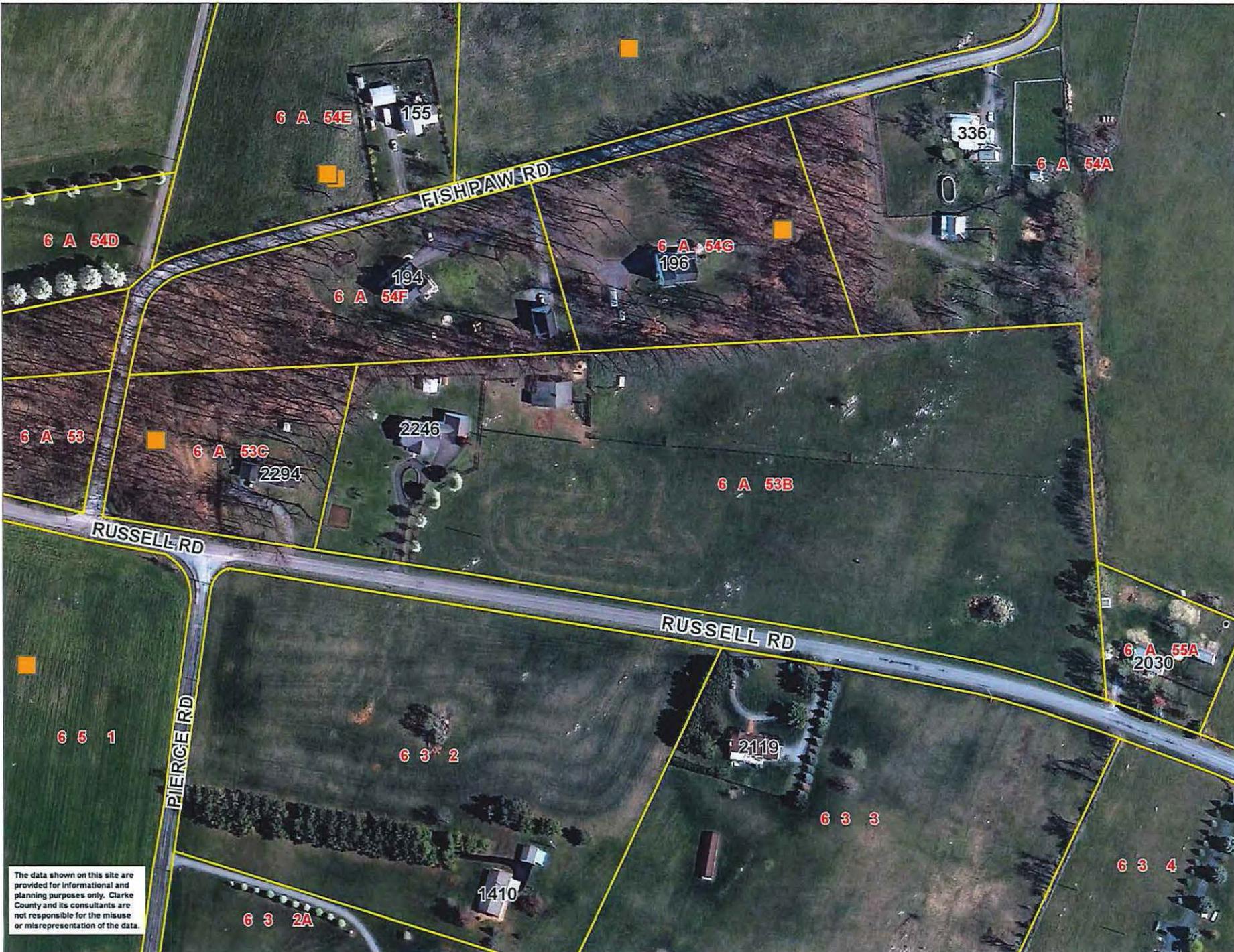
Location Map



Aerial Imagery 2015 Commonwealth of Virginia



- Public
- Points of Interest
- Springs
- Sinkholes
- Parcels With Orthos
- Towns
- Clarke County Boundary
- Major Roads
 - Interstate
 - US Highway
 - State Highway
- Surrounding Counties Opaque
- Surrounding Counties Non Op



The data shown on this site are provided for informational and planning purposes only. Clarke County and its consultants are not responsible for the misuse or misrepresentation of the data.

CLARKE COUNTY

Agricultural and Forestal District (AFD) Program



APPLICATION TO ADD PROPERTIES TO THE CLARKE COUNTY AGRICULTURAL AND FORESTAL DISTRICT (AFD)

SECTION A: To be completed by applicant

1. Landowner Information:

Printed Name: George E. & Sun H. Riley

Home Address: 2246 Russell Rd Berryville VA. 22611

Phone/Email: 540-955-4148 / vette7499@gmail.com

2. Information for Property Proposed for Inclusion in AFD (attach additional sheets if necessary):

- Parcel 1 Address (if available):

2246 Russell

Tax Map Number: 6 A 53B

Acreage: 11.61

- Parcel 2 Address (if available):

Tax Map Number: _____

Acreage: _____

- Parcel 3 Address (if available):

Tax Map Number: _____

Acreage: _____

Clarke County Planning Department
101 Chalmers Court, Suite B
Berryville, VA 22611 (540) 955-5132

CLARKE COUNTY

Agricultural and Forestal District (AFD) Program

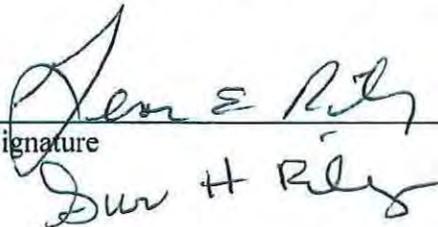


3. Do you own properties currently in the AFD? YES NO

If YES, please list Tax Map Numbers and Acreages for Each Parcel:

The information that I have provided is accurate to the best of my knowledge. I understand that if my property is added to the County Agricultural & Forestal District, it shall be subject to Code of Virginia Chapter 43 (Agricultural and Forestal Districts Act) and the following conditions established in Chapter 48, Code of Clarke County (Agricultural and Forestal District) for the term of the District:

- Only one (1) additional lot may be created through minor subdivision during the term of the District except for parcels proposed for inclusion to the district as open space per §48-2(E) of the County Code.
- Boundary line adjustments between parcels where one of the parcels is not in the District shall be permitted if the parcel located in the District is receiving land. If the parcel located in the District is transferring land (either with or without a dwelling unit right), the parcel shall be limited to only one such boundary line adjustment during the term of the district and such boundary line adjustment shall be in lieu of the parcel's one (1) subdivision right for the District term.
- No District parcel shall be rezoned to a zoning district other than Agricultural-Open Space-Conservation (AOC) or Forestal-Open Space-Conservation (FOC).
- No Special Use Permit (SUP) shall be granted for a District parcel except for farm wineries, livestock auction markets, small-scale processing of specialty fruits and vegetables, and veterinary services, animal hospitals, and breeding kennels.
- Withdrawal of property from the District prior to the end of the term shall only be permitted for good and reasonable cause including financial hardship approaching confiscation of property or the death of a landowner of record.


Signature

6/30/16
Date

Clarke County Planning Department
101 Chalmers Court, Suite B
Berryville, VA 22611 (540) 955-5132

CLARKE COUNTY

Agricultural and Forestal District (AFD) Program



SECTION B: To be completed by Department of Planning Staff

- 1. Projected District Term 2016-2022
- 2. Date Submitted to AFD Advisory Committee June 30, 2015
- 3. Date Submitted to Planning Commission _____
Public Hearing Held on _____
- 4. Date submitted to Board of Supervisors _____
Public Hearing Held on _____
Board of Supervisors action _____
- 5. GIS Map of Property/Properties Attached YES NO

PROCEDURE FOR ADDING LAND TO THE CLARKE COUNTY AGRICULTURAL AND FORESTAL DISTRICT (AFD)

- 1. Upon receipt of an application(s) for addition to the District, the applications shall be forwarded to the AFD Advisory Committee. The Advisory Committee shall review the application(s) and forward their recommendations to the Planning Commission.
- 2. The Planning Commission shall hold a Public Hearing on the application(s) and provide notice of the Hearing in accordance with Code of Virginia §15.2-4307. Following the Public Hearing, the Commission shall forward their recommendations to the Board of Supervisors.
- 3. The Board of Supervisors shall hold a Public Hearing on the application(s). Following the Public Hearing, the Board shall act to add the land to the District, add the land to the District subject to modifications, or deny the request.
- 4. Land may be added to the District at any time as set forth in Code of Virginia §15.2-4310. There is no fee to apply for inclusion in the District.

Form #15

Clarke County Planning Department
101 Chalmers Court, Suite B
Berryville, VA 22611 (540) 955-5132

Page 3 of 3

LESA CALCULATION

NAME : RILEY GEORGE E & SUN H
 TAX MAP# : 6 A 53B
 ACRES : 12

| LAND EVALUATION | | | SITE ASSESSMENT | | |
|--|-------------|----------------|---|------------|-------------|
| SOIL TYPE | AREA (ACRE) | RELATIVE VALUE | CRITERIA | MAX. VALUE | CALC. VALUE |
| 51B | 0.23 | 23.37 | 1) Size of farm | 7.0 | 2.31 |
| 45B | 2.43 | 242.58 | 2) Compatible w/ comprehensive plan | 6.0 | 6 |
| 32B | 2.44 | 200.24 | 3) Adjacent to agricultural use | 5.0 | 3.75 |
| 48B | 0.09 | 5.06 | 4i) Access to water/sewer | 4.0 | 4 |
| 5B | 6.46 | 381.39 | 4ii) Road frontage | 2.4 | 2.4 |
| | ===== | ===== | 4iii) Limited access artery impairing use | 2.0 | 2 |
| | 11.65 | 852.64 | 4iv) Utility easements/ROW impairing use | 1.6 | 1.6 |
| | | | 4b) Zoning/land use | 4.0 | 4 |
| | | | 4c) Mineral rights leased | 1.0 | 1 |
| | | | 5a) Scenic easement | 3.0 | 0 |
| | | | 5b) Ag. district | 2.7 | 1.8 |
| | | | 5c) Ag. zoning | 2.1 | 2.1 |
| | | | 5d) Historic or scenic resources | 1.5 | 0 |
| | | | 6) Distance to town | 2.0 | 2 |
| | | | 7) Water resources | 1.0 | 0 |
| | | | | ===== | ===== |
| | | | | 45.3 | 32.96 |
| LE = $\frac{\text{TOT. REL. VAL.}}{\text{TOT. ACRES}} = \frac{852.64}{11.65} = 73.19$ | | | SA = $\frac{\text{TOT. CALC. VAL.}}{\text{TOT. MAX. VAL.}} \times 100 = \frac{32.96}{45.3} \times 100 = 72.76$ | | |

LESA = (WF)(LE) + (1-WF)(SA) = (.25)(73.19) + (.75)(72.76) = **72.87**

IF AREA ≥ 40 ACRE, THEN WF = .33
 IF AREA < 40 ACRE, THEN WF = .25

This parcel has a LESA score of _____
 Half of the LESA score is _____
 This is the score used for the Property Resource Score.



RILEY GEORGE E & SUN H
 6 A 53B 12



Clarke County GIS
 July 27, 2016



Soil Rating for
 Agricultural Production

| | | | |
|---|-------|---|------|
|  | Prime |  | Fair |
|  | Good |  | Poor |

ANNUAL REVIEW PROCESS FOR NEW AGRICULTURAL AND FORESTAL DISTRICT APPLICATIONS

Summary

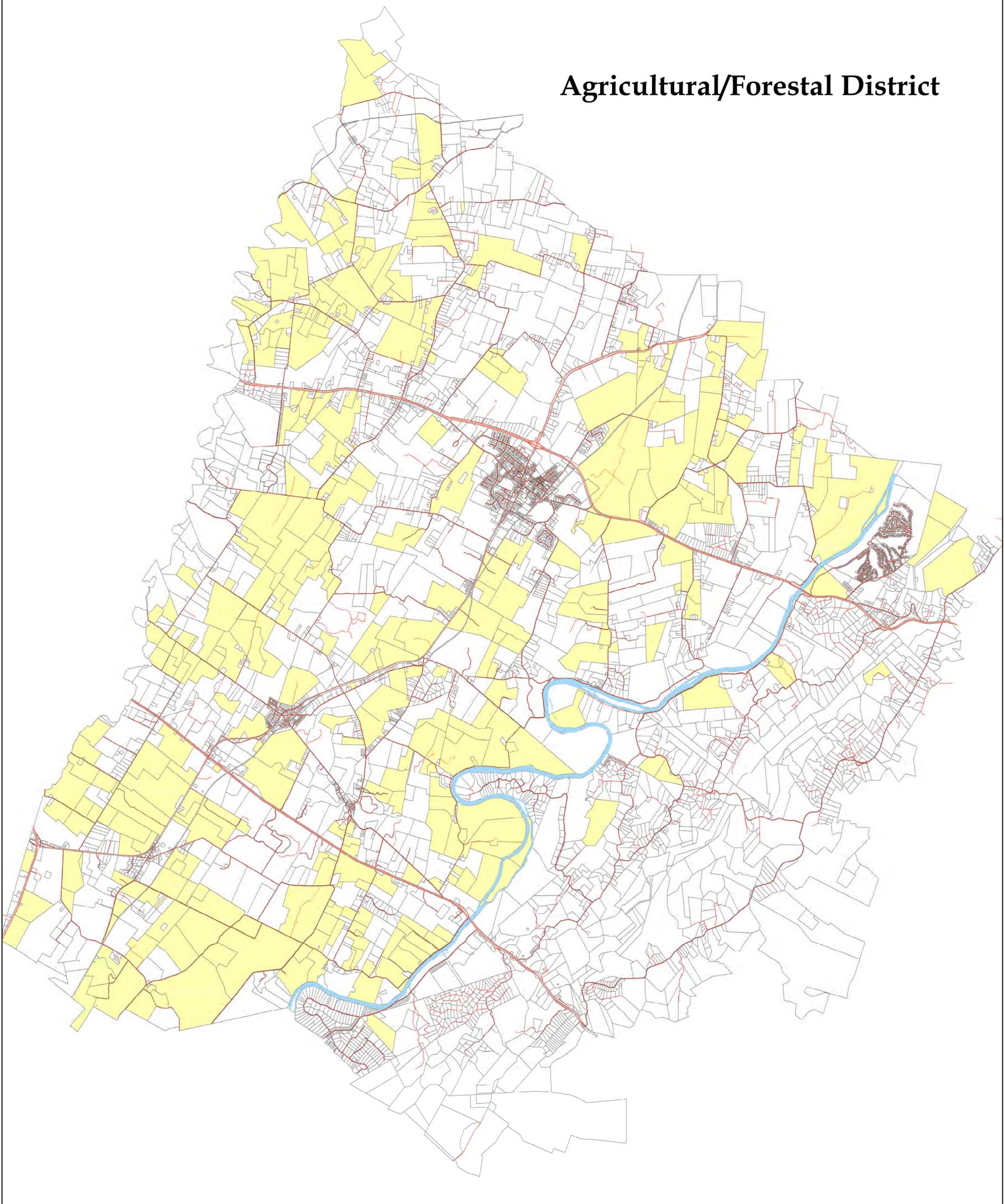
- A review period for additions to the Agricultural & Forestal District (AFD) will be held annually during the District term.
- The process for adding land to the District is found in Code of Virginia §15.2-4307.
- The annual deadline for applications to be filed would be July 1. Applications would be reviewed first by the AFD Advisory Committee, then the Planning Commission, and finally the Board of Supervisors. Required public hearings would be held in conjunction with the Commission and Board reviews of the applications.
- Staff would publicize the annual review process beginning in spring with a posting to the County website and distribution of information with the spring tax bill mailing.
- New applications will be considered annually for each year of the District term. Any applications that are accepted for inclusion in the District will be approved for the remainder of the current District term. This will enable all District properties to follow the same six-year term.

Sample Timeline

- **Mid-April** – Staff posts notice of the annual review process for new applications to the County website and works with the Treasurer’s Office to include information in the spring tax billing.
- **Early May** – Spring tax bill goes out to County property owners.
- **July 1** – Deadline to file applications for new additions to the District.
- **First Thursday in August** – AFD Advisory Committee holds annual meeting to review new applications. Formal recommendations on each application are made. In the event that a site visit is desired on specific applications, action may be deferred to a second meeting held on the third Thursday in August.
- **First Friday in September** – Planning Commission reviews new applications and recommendations from the Advisory Committee. Commission schedules required public hearing on the new applications for October.
- **First Friday in October** – Planning Commission holds required public hearing on new applications and forwards recommendations to the Board of Supervisors.

- **Third Tuesday in October** – Board of Supervisors reviews new applications and recommendations from the Advisory Committee and Planning Commission. Board schedules required public hearing for November.
- **Third Thursday in November** – Board of Supervisors holds required public hearing on new applications and takes action to approve or deny the requests.

Agricultural/Forestal District



Clarke County



1 0.5 0 1 Miles



Clarke County GIS
August 1, 2016



 Agr. & For. District (35,528 acres)

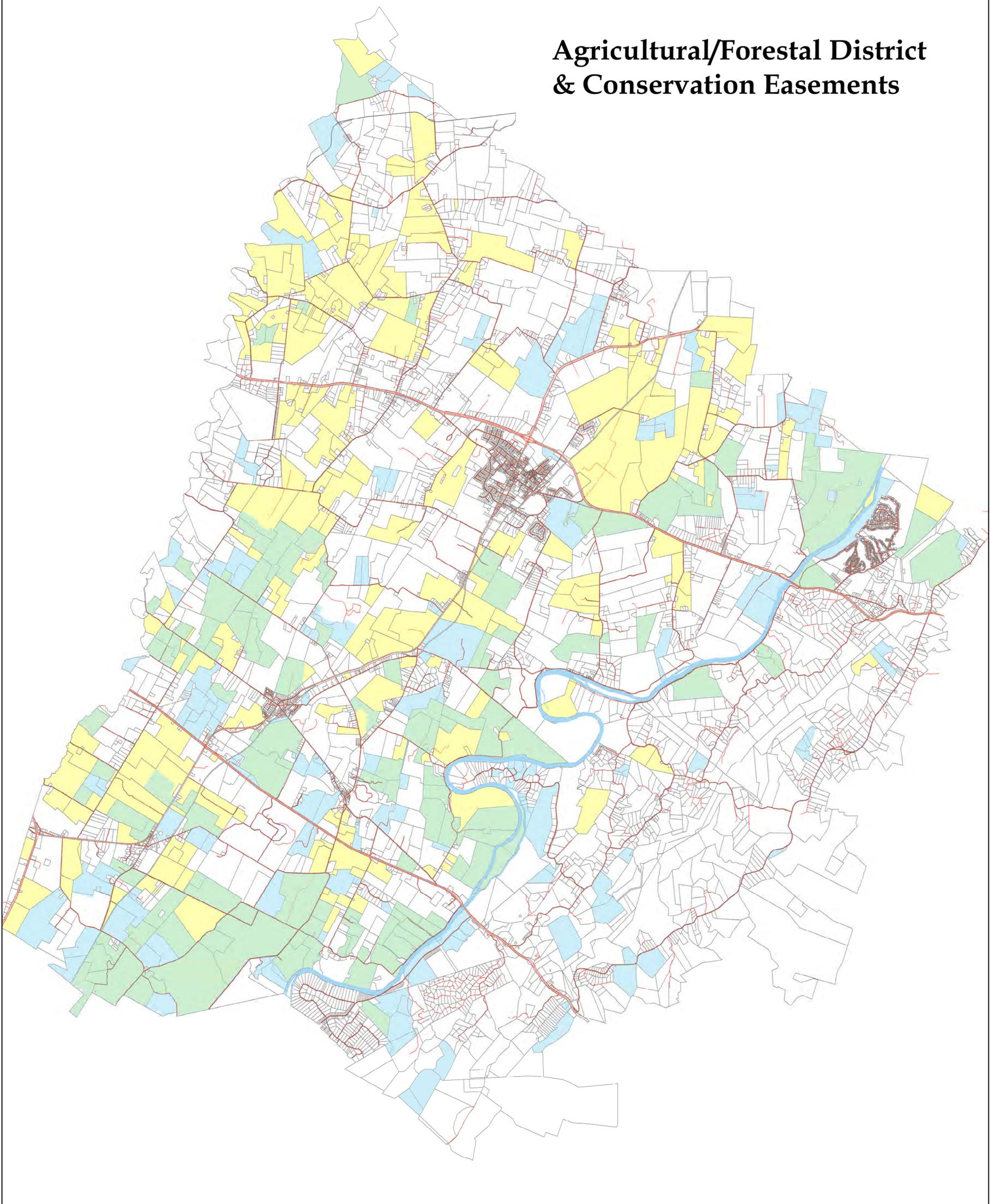
 Roads

 Shenandoah River

 Parcel Boundary

Path: G:\arcgis_maps\AFD_2015\AFD_final_15.mxd

Agricultural/Forestral District & Conservation Easements



Clarke County



1 0.5 0 1 Miles



Clarke County GIS
August 1, 2016



- Agr. & For. District (35,528 acres)
- Conservation Easement (24,242 acres)
- Agr. & For. District and Cons. Easement
- Roads
- Shenandoah River
- Parcel Boundary

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Clarke County Planning Department
101 Chalmers Court, Suite B
Berryville, Virginia 22611
(540) 955-5132

TO: Board of Supervisors

FROM: Brandon Stidham, Planning Director

RE: Revised 2016 Waterloo and Double Tollgate Area Plans

DATE: October 7, 2016

Enclosed for your review are the Revised 2016 Waterloo Area Plan and the Revised 2016 Double Tollgate Area Plan. These revisions are the result of work completed over a four month period by the Planning Commission's Business Intersection Area Plans Subcommittee (Robina Bouffault, Gwendolyn Malone, Anne Caldwell, Len Capelli). The Commission held separate Public Hearings on both Area Plans at their October 7 meeting and voted unanimously to recommend adoption by the Board of Supervisors.

Some key items to note about the revised Area Plans:

- The Area Plans are designed to accomplish the following:
 - Ensure that appropriate land is provided for highway commercial uses
 - Plan for necessary public utilities and infrastructure to support these uses
 - Ensure that the character of development in the plan areas enhances the overall character of the County
- Both Area Plans were developed using a format similar to the one used in recent Plan updates including:
 - An Introduction section with Plan Purpose, historical information, and relevant guidance from the Comprehensive Plan and related plans (Chapter I). The section also includes a discussion of the original Plans' policies and strategies and the degree to which they have been implemented.
 - A formal Goals statement with recommended Objectives and Strategies (Chapter II).
 - A Conclusion section addressing future plan updates (Chapter III).
- Both Area Plans have been coordinated with the recommendations of the 2013 Comprehensive Plan and the Economic Development Strategic Plan.
- No expansion of the Waterloo or Double Tollgate plan areas is proposed with these revisions as neither area is substantially developed at this time.

- Both Area Plans also recommend maintaining the current Highway Commercial land use pattern without modification to the form and scale or density of the plan areas.
- The Double Tollgate Area Plan Goals, Objectives, and Strategies reflect its status as a “deferred growth area” as recommended by the Comprehensive Plan. This means that County investment in public infrastructure should be delayed until such time as it is applicable and economically feasible to do so. This status is due to the slower than anticipated growth and development of surrounding areas than was projected in the original Area Plan.

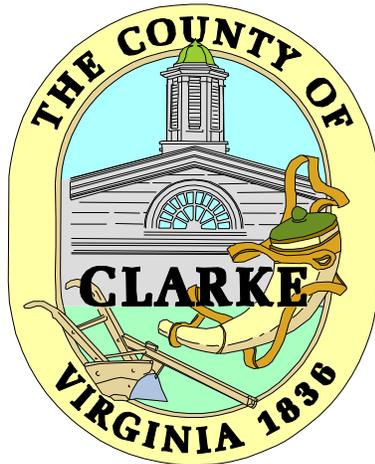
The revised Area Plan references certain development triggers that could take place within the County and in adjoining counties to signal re-evaluation of the deferred growth area status. These triggers could include new opportunities to obtain public water and sewer capacity from adjacent localities or changes in the Commonwealth’s plans for the former Department of Corrections property adjoining to the southeast of the plan area. Since the Area Plan will be scheduled for review on a five-year basis and with the Comprehensive Plan also being evaluated every five years, there will be opportunities in the near future to re-evaluate the deferred growth status.

Staff recommends that the Board of Supervisors schedule separate public hearings on both Area Plans for the December 20, 2016 meeting. Due to advertising requirements, there would not be sufficient time to advertise a public hearing for the Board’s November 3 meeting.

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

Waterloo Area Plan

Clarke County Comprehensive Plan Implementing Component Plan



Revised Draft - October 2016
Planning Commission
Public Hearing

ACKNOWLEDGEMENTS

CLARKE COUNTY PLANNING COMMISSION

George L. Ohrstrom, II, Chair (Russell Election District)
Anne Caldwell, Vice Chair (Millwood Election District)
Frank Lee (Berryville Election District)
Gwendolyn Malone (Berryville Election District)
Scott Kreider (Buckmarsh Election District)
Douglas Kruhm (Buckmarsh Election District)
Jon Turkel (Millwood Election District)
Cliff Nelson (Russell Election District)
Randy Buckley (White Post Election District)
Robina Bouffault (White Post Election District)
Mary L.C. Daniel (Board of Supervisors representative)

BUSINESS INTERSECTION AREA PLANS SUBCOMMITTEE

Robina Bouffault (White Post Election District)
Anne Caldwell (Millwood Election District)
Gwendolyn Malone (Berryville Election District)
Len Capelli (Director of Economic Development and Tourism) – Staff Representative

CLARKE COUNTY BOARD OF SUPERVISORS

David Weiss, Chair (Buckmarsh Election District)
Beverly B. McKay, Vice-Chair (White Post Election District)
Terri T. Catlett (Millwood Election District)
Barbara Byrd (Russell Election District)
Mary L.C. Daniel (Berryville Election District)

CLARKE COUNTY PLANNING DEPARTMENT

Brandon Stidham, Planning Director
Ryan Fincham, Senior Planner/Zoning Administrator
Alison Teetor, Natural Resource Planner
Debbie Bean, Administrative Assistant

Clarke County Planning Department
101 Chalmers Court, Suite B
Berryville, VA 22611
540-955-5132

DATE OF PLANNING COMMISSION PUBLIC HEARING AND ADOPTION:

To be determined

DATE OF BOARD OF SUPERVISORS PUBLIC HEARING AND ADOPTION:

To be determined

**2016 WATERLOO AREA PLAN REVISED DRAFT
(October 2016)**

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APPENDIX

- **Map 1 -- Waterloo Plan Area**

- **VDOT Traffic Counts for Waterloo Plan Area 2001-2015**

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2016 WATERLOO AREA PLAN REVISED DRAFT (October 2016)

I. INTRODUCTION

A. Plan Purpose and History

Purpose

The Waterloo and Double Tollgate Area Plans were developed to provide specific guidance for land use decision-making in two of the County's major primary highway intersections. These Business Intersection Area Plans are implementing components of the ~~2013~~ Clarke County Comprehensive Plan. As noted in the Comprehensive Plan, both intersections are ideally suited for "highway commercial" uses -- business activities that serve and depend upon vehicular access to convey customers. The Area Plans help ensure that appropriate land is provided for highway commercial uses, that necessary public utilities are available to support these uses, and that the character of development enhances the overall character of the County.

Chapter I contains a history of the Waterloo Area Plan, how it was originally developed, and the degree to which the original recommended policies have been implemented over time. The Chapter also includes an overview of recommendations from the 2013 Comprehensive Plan and pertinent component plans that were used to guide the revision of the Area Plan. Chapter II contains the Area Plan's Goals, Objectives, and Strategies that were created to reflect the County's current planning recommendations, demographics, and status of development. Chapter III describes the process for updating the Area Plan on a periodic basis.

The Area Plan's Goals, Objectives, and Strategies (Chapter II) should be used to provide guidance to Waterloo Area property owners, elected and appointed officials, and other interested stakeholders regarding the County's approach to managing the development of this key business intersection. The Area Plan should be applied in tandem with the County's Comprehensive Plan, Economic Development Strategic Plan, Transportation Plan, and other relevant component plans.

Creation of the Area Plan

The Waterloo Area Plan was originally adopted by the Board of Supervisors on August 15, 1995 as the County's first Business Intersection Area Plan and a component of the 1994 Comprehensive Plan. Prior to adoption of the 1994 Comprehensive Plan, the Board of Supervisors adopted a resolution on February 15, 1994 to endorse "the orderly commercial development of the Waterloo Area." The resolution also included the following:

- Direct the Planning Commission, the Economic Development Committee, and the Planning Department to work cooperatively in formulating a comprehensive plan for the ultimate development of the Waterloo commercial area.
- Direct that wastewater recycling technology ~~by~~be incorporated in the plan to serve the wastewater needs of the commercial area.
- Place high priority on the implementation of commercial development and support compatible short-range actions that serve to hasten commercial development.

2016 WATERLOO AREA PLAN REVISED DRAFT (October 2016)

To develop the Area Plan, the Planning Commission formed the Waterloo Area Plan Committee in October 1994 with the purpose of recommending appropriate types of uses and amount of commercial acreage that would generate the most net revenue for the County given the nature of the area's physical conditions, public facilities (access, water/sewer, stormwater), and the existing development pattern. The Committee consisted of three Commissioners and six property owners from the general area. Of these members, one also served on the Board of Supervisors and two served on the Clarke County Sanitary Authority. The Committee held a total of nineteen meetings. 44 property owners in the immediate vicinity of the intersection were notified by mail of every meeting in addition to members of the Board of Supervisors, Planning Commission, and Economic Development Committee. Committee meetings were held in the Board of Supervisors meeting room in Berryville and at the Lone Oak Restaurant in Waterloo.



Figure 1: Farm market, ice cream stand, and fast food restaurant - northeastern quadrant

The initial charge of the Committee was to identify the appropriate types of land uses and amount of commercial acreage for the Waterloo Plan Area. A real estate valuation and economic advisory company was hired as a marketing consultant to assist the Committee in making these determinations. Once the appropriate level of development based on short and long term market conditions was determined, the Committee identified what transportation, public water, public sewer, and stormwater improvements would be necessary. A civil engineering consultant was also retained to assist in making these technical determinations. County Staff assisted the Committee with taxation and other fiscal impact issues. Finally, the Committee addressed issues of safety and appearance.

The resultant Waterloo Area Plan consisted of the Committee's findings on the following topic areas as supported by the consultants' and County Staff's research:

- Land use
- Marketing, tourism, and taxation
- Transportation
- Stormwater
- Water
- Sewer
- Safety
- Appearance

2016 WATERLOO AREA PLAN REVISED DRAFT (October 2016)

The Committee's recommendations were included within several of these topic area sections which are discussed in detail in Subsection C below.

B. Physical Description and Statistics

In conjunction with the 1995 Plan adoption, the Board of Supervisors also approved the rezoning of approximately 30.7 acres from Agricultural-Open Space-Conservation (AOC) to Highway Commercial (CH). These properties, in addition to the 18.4 acres at the intersection's core that was previously zoned Highway Commercial, form the approximately 49.1 acres that make up the Plan Area (Map 1). All of the parcels or portions of parcels located within the Plan Area boundaries are currently zoned Highway Commercial. The entire Plan Area is currently served by public water and public sewer through the Clarke County Sanitary Authority and is included in the Exclusive Sewer Service District.

Highway Commercial (CH) District

The intent of the Highway Commercial Zoning District is set forth in the 2016 Zoning Ordinance (§3-A-13) as follows:

This district is intended to provide sufficient space in appropriate locations for a wide variety of commercial activities, generally serving a wide area and located on primary highways with more than 5,000 trips per day. The uses in this district should not be characterized by extensive warehousing, frequent heavy trucking activity, open storage of materials, or the nuisance factors of dust, odor, and noise associated with light industrial activities.

The list of permitted and special uses in the District is as follows:

Permitted uses (by-right; no approval by Board of Supervisors required):

- Agricultural, horticultural, and forestry uses and structures
- Cemeteries
- Churches and other places of religious assembly
- Clubs, lodges (private)
- Community services
- Farm machinery sales and service
- Farm supplies and sales
- Financial institution
- Garages for storage and repair of motor vehicles when in a completely enclosed structure
- Gasoline filling stations for servicing and repair of motor vehicles when in a completely enclosed structure



Figure 2: Convenience store/gas station - northwestern quadrant

2016 WATERLOO AREA PLAN REVISED DRAFT (October 2016)

- Motor vehicle sales, service, and rental
- Motels
- Nurseries, greenhouses (commercial)
- Offices
- Professional services
- Public utility uses and structures, except extensive storage or storage as a primary purpose
- Restaurants
- Retail and Service Businesses (with a maximum gross floor area of 15,000 sq. ft. for each free-standing business or for each business in a shopping center)
- Theaters, indoor
- Undertaking establishments, mortuaries, funeral homes
- Volunteer fire and/or rescue squads
- Veterinary services, animal hospitals, Commercial Boarding Kennels, Breeding Kennels

Accessory uses (by-right; customarily accessory and clearly incidental and subordinate to the permitted principal uses and structures):

- Dwelling unit, provided:
 - Such unit is in conjunction with any principal permitted use or structure;
 - Only one such unit per establishment; and
 - Such unit may be occupied only by the owner, manager, watchman, or caretaker of the establishment, and their immediate family
- Indoor storage
- Parking areas and loading spaces
- Structures (in combination with any other supporting structures) less than 50 feet high for commercial and noncommercial communication antennae
- Wind Turbine, Small (not more than two structures 100 feet in height or less for a small wind turbine generating electrical energy primarily for onsite usage)

Special uses (require approval of a special use permit by the Board of Supervisors following Planning Commission review/recommendation and Public Hearings before the Commission and Board):

- Bowling alleys
- Dance halls
- Enclosed outdoor storage
- Feed and grain mill
- Firearms sales and service
- Mini-storage units and, as an accessory use, outdoor vehicle storage
- Monopoles greater than 50 feet in height for telecommunication antennae
- Pool rooms, billiard parlors, game arcades
- Recreational structures and uses (commercial)

2016 WATERLOO AREA PLAN REVISED DRAFT (October 2016)

- Restaurants with entertainment, nightclubs, taverns, bars
- Retail and Service Businesses (with a gross floor area of more than 15,000 square feet but less than 50,000 square feet each free-standing business or for each business in a shopping center)
- Shops for welding, blacksmith, tinsmith, woodworking
- Stone cutting, monument works
- Theaters, outdoor
- Truck stop (no motor freight terminal)
- Warehousing
- Wind Turbine, Small (three or more structures 100 feet in height or less for a small wind turbine generating electrical energy primarily for on-site usage)
- Wind Turbine, Small (structures greater than 100 feet in height for a small wind turbine generating electrical energy primarily for on-site usage)



Figure 3: Convenience store/gas station - southeastern quadrant

Historic Access Corridor Overlay District (HC)

The Plan Area is also included within the County's Historic Access Corridor Overlay District (HC) as set forth in §3-E-4 of the Zoning Ordinance. The purpose of the HC Overlay District is listed as follows:

“...to promote and protect the health, safety, comfort, and general welfare of the community through establishing high quality design criteria. The purpose of the quality design criteria is to achieve architectural control of the buildings, structures, places, and areas of new development along the arterial streets or highways which are significant routes of tourist access to the County, municipalities in the County, to designated historic landmarks, buildings, structures or district therein, or in a contiguous county or municipality. The purpose of architectural control is to preserve and enhance areas of special historical, cultural, architectural or archaeological significance. The protection of these vital corridors will help stabilize and improve property values, protect and enhance the designated area's attraction to tourists and visitors, and will support and stimulate complimentary development appropriate to the prominence afforded properties contiguous to significant arterial routes. Benefits attributable to the promotion of superior design and appearance of structures constructed and altered along arterial highways will ultimately promote the public health, safety, and general welfare of the citizens of Clarke County.”

2016 WATERLOO AREA PLAN REVISED DRAFT (October 2016)

In addition to complying with site development plan requirements for new commercial uses or expansion/modifications to existing uses, applicants must also comply with the HC Overlay District’s design requirements. The design requirements for the Waterloo Plan Area govern architectural style and form, building height, roofs, exterior walls, windows and doors, and structural details. Compliance with these design requirements is evaluated during the site development plan review process and is approved by Planning Commission issuance of a certificate of appropriateness.

Inventory of Existing Businesses and Uses in the Plan Area

The Plan Area contains a variety of business uses on all four quadrants of the primary highway intersection. The chart below summarizes the existing uses according to location and account code reference included in Map 1 of the Appendix.

| Use | Intersection Quadrant | Code Reference (see Map 1 in Appendix) |
|--|-----------------------|--|
| Convenience store/gas | NW | 4565, 5740, 7915 |
| Farm market/ice cream | NE | 5915 |
| Fast food restaurant | NE | 7839 |
| Mini storage and landscaping supply | NE | 5916, 8521 |
| Painting shop and electrical contractor | NE | 5781 |
| Convenience store/gas, accessory fast food | SE | 7955 |
| Undeveloped commercial lots | SE | 9260, 9303, 9304, 9305, 9306 |
| Auto repair shop and restaurant | SW | 5739 |

The convenience store complex and undeveloped commercial lots in the southeastern quadrant are part of an overall commercial development that includes a future public street that will connect northbound US 340 with the existing Virginia Department of Transportation Park and Ride Lot located to the east of the Plan Area (7951). There are also significant undeveloped areas in the northwestern (4538) and southwestern (5739) quadrants of the primary highway intersection.

C. Original Plan Strategies and Action Items

This section outlines the strategies and action items listed in the original Waterloo Area Plan and the degree to which each recommendation was or was not implemented.

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1. Land Use

The Land Use section was intended to identify the optimal form and density of commercial development in the Plan Area to aid in land use decision-making and in creating zoning ordinance provisions to govern development. The key use type identified was Highway Commercial with a specific recommendation to exclude light industrial uses as that type of development would be better supported in and around the Berryville Area. The County's marketing consultant recommended a specific amount of commercial area to be provided in the Plan Area and included revenue projections generated by future businesses over a 15 year time frame. These recommendations were used in the 1995 administrative rezoning of Plan Area properties to Highway Commercial. Administrative rezoning of properties in conjunction with the Area Plan adoption was recommended, however piecemeal rezoning of properties was discouraged as being inconsistent with the Plan's goals.

Regarding the layout of the Plan Area, a generally equal distribution of commercial zoning among the intersection's four quadrants was recommended with the VDOT Park and Ride lot serving as a logical eastern boundary to the commercial activity in the southeast quadrant.

The Land Use section recommended amending the Zoning Ordinance to allow hotels and motels as permitted uses instead of special uses. Motels are currently listed as a permitted use in the Highway Commercial District.



Figure 4: VDOT Park & Ride Lot

2. Marketing, Tourism, and Taxation

This section – containing recommendations that are a precursor to the County's current Economic Development Strategic Plan – recommended that promotion of the properties in the Plan Area should be left up to the private sector as there would be limited fiscal benefit to the County marketing these properties. The lone exception was the promotion of "visitor-related activities" that the Plan projected "would have a positive impact on the highway commercial business anticipated in this area and on local tax revenue." Also recommended was that the County actively pursue "natural resources and heritage tourism potential" as a low-cost source of tax revenues. Such tourism efforts would help to keep visitors in the County overnight and allow for cross-promotion of all of the County's attractions.

Specific recommendations offered included the development of a visitor center in Waterloo and consideration of meals and lodging taxes. The County has since partnered in the development of

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a centrally-located visitor center in Berryville at the Barns of Rose Hill, making a visitor center at Waterloo unnecessary. While a meals tax has not been implemented by the County, a transient occupancy tax has been adopted by the Board of Supervisors.

3. Transportation

The Transportation section begins by posing two questions to be answered:

- Does the existing intersection at U.S. Routes 340 and 50/17 have the capacity to support new commercial activities?
- What infrastructure guidelines should be developed through a rezoning process to support future economic development in the vicinity?

The Area Plan answered the first question in the affirmative, noting that the existing road system “can support highway commercial development for the next 20 years with minor intersection improvements.” Development is recommended to be “staged” so not to overload the existing system. These recommendations, for the most part, have been confirmed in 2016. Development has occurred gradually since 1995 with periodic road and turn lane improvements taking place with individual projects. The intersection is functioning at an acceptable level of service and has benefited from an overall drop in average daily traffic over the past 15 years (see Table).

The Area Plan recommended VDOT to conduct a study of the intersection to determine the necessary improvements. This study was completed and a framework was developed that now appears in the County’s Transportation Plan as a recommended improvement project:

Intersection of US Route 340 (Lord Fairfax Highway) and US Routes 50/17 (John Mosby Highway) at Waterloo.

Planning Cost Estimate: \$2,100,000

Assessed Need/Description:

The Waterloo intersection is one of the County’s two designated business growth areas and additional safety and capacity improvements are necessary to facilitate economic development. Some functional improvements were added to the intersection in conjunction with development of a convenience store/gas station complex on the southeast quadrant. As new development occurs at the intersection, the scope and type of improvements should be evaluated based on the projected traffic to be generated by the new uses. The cost of some portions of this project could be assumed by the development community as part of their projected traffic impacts.

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Recommendation:

Project – Safety and capacity improvements at intersection. Improve two existing right turn lanes to current urban design standards and reconfigure the north and south sides of the intersection to add capacity when new development occurs.

This project was first added to the County’s transportation priorities list in 1992. Partial funding for engineering design was approved (UPC 54384) and full funding is sought to complete the design phase of the project.

The Area Plan also included recommendations on driveway spacing requirements, design of local access roads, pedestrian access, requirements for turn lane and acceleration lane improvements, and median crossover closures. Since the development of the Area Plan, VDOT has adopted access management and related design standards that supersede the need for the County to adopt their own design requirements. Under current regulations, new or expanding projects are required to demonstrate compliance with VDOT entrance design standards and projects of a certain size or projected traffic volume are also required to conduct traffic impact analyses (TIAs). The TIA identifies the most intensive land use scenario proposed by the development project and calculates required improvements based on vehicle trips per day, projected turning movements, and vehicle types among other information. These standards, as opposed to local regulations, govern the design and construction of transportation improvements.

Additional recommendations included requesting VDOT to review their signage for potential consolidation/elimination, landscaping of the U.S. 50/17 median, and provision of local access roads and interparcel access.

4. Stormwater

Including a section on stormwater management was important in 1995 as very few rural localities regulated stormwater impacts beyond the scope of erosion and sediment control ordinances and there was no State oversight of stormwater programs outside of urbanized areas. For most rural counties, VDOT provided recommendations on stormwater management on a limited basis when it involved impacts to the public road system. Component plan recommendations such as this helped the County to take a proactive approach with adoption of a stormwater management ordinance and design manual in 2010.

In 2016, the Virginia Department of Environmental Quality (DEQ) is responsible for managing and overseeing stormwater impacts on projects that disturb one acre or more through the Virginia Stormwater Management Program (VSMP). Clarke County is an “opt-out” locality and allows DEQ to manage the VSMP permitting process exclusively.

Given this regulatory program structure, no recommendations on stormwater management are necessary.

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5. Public Water and Sewer

The Plan included brief sections on public water and sewer, noting that public water was brought to the Plan Area in 1994 and that the County was pursuing public sewer at the time. As noted earlier, the Plan Area is now fully served by public water and public sewer. No specific recommendations were offered by these sections.

6. Safety

This section highlighted the concern that with increased commercial development could also come an increase in crime in the Plan Area. The Plan recommended law enforcement “call boxes” to be installed on each quadrant. This recommendation is no longer necessary with the widespread use of wireless telecommunications.

General recommendations are made to monitor accident history for potential road safety improvements and also to monitor development impacts on fire and rescue services.

D. **Guidance from the 2013 Comprehensive Plan and Related Component Plans**

Two of the items in the 2013 Comprehensive Plan’s Statement of Purpose identify growth areas such as the Waterloo Plan Area as the location to direct future development and infrastructure investments:

- ***Land use decision-making shall emphasize directed, controlled growth on a rural, small-town scale in designated areas where public infrastructure can be efficiently provided. These areas include the Towns of Berryville and Boyce as well as other villages and business intersections described in this Plan and its Implementing Component Plans.***



Figure 5: Future commercial-access public road -- southeastern quadrant

- ***The County will focus its resources on infrastructure and economic development projects to serve the designated growth areas. Residents and businesses in rural areas should continue to expect rural levels of service.***

The Comprehensive Plan specifically addresses designated growth areas and the Waterloo Area in Objective 9 – Designated Growth Areas for Development:

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Encourage business and residential development in designated growth areas to implement the principles of 1) preserving open space, farmland, natural beauty, cultural features, and critical environmental areas, and 2) improving the quality of life and services in existing towns and directing development towards these existing towns. Provide for nonresidential business development at the intersections of two or more federally-designated primary highways (U.S. Routes 50/17 and 340 and U.S. Routes 340 and 522) through the following policies, the Berryville Area Plan, the Waterloo Area Plan, and the Double Tollgate Area Plan.

Policies

- Promote business activities at Waterloo (U.S. Routes 50/17 and 340) through provision of public water and sewer services and provision of areas zoned for business uses. An area plan should be maintained to identify: 1) the specific boundaries and mixes of uses, 2) the way public services are to be provided, and 3) the way proposed activities will be integrated with surrounding uses, especially agricultural, residential, and parcels held in permanent conservation easement. The boundary of the adopted Waterloo Area Plan should not be expanded until the land area addressed by the Plan is substantially developed, and the Plan should be periodically reviewed and updated.*

Chapter III of the Comprehensive Plan speaks to the Business Intersection Area Plans specifically:

- **Chapter III – Business Intersection Area Plans (pp. III-11-12):**

The Board of Supervisors adopted the Waterloo Area Plan in August 1995 and adopted the Double Tollgate Area Plan in May 2002. The County’s proposed Economic Development Strategic Plan will likely require additions and changes to the Area Plans, both of which will be reviewed concurrently with the development of the Economic Development Strategic Plan. The Double Tollgate Area Plan will also be amended to establish a deferred growth approach as recommended in the draft revised Comprehensive Plan.

1. Summary

The County has two intersections of major arterial highways that are federally-designated routes: Waterloo (US Routes 50/17 & 340), and Double Tollgate (US Routes 340 & 522). These are uniquely well-suited locations for business activities dependent upon



Figure 6: Mini-storage and landscaping supply - northeastern quadrant

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vehicular traffic. Area plans are necessary to insure that appropriate parcels are provided for such development, that the necessary utility services are available, and that the character of the development enhances the character of the County.

The original Waterloo Area Plan calls for an increase in the area zoned Highway Commercial from 18 acres to 49 acres, an expansion of uses in the Highway Commercial Zoning District, a provision of road networks in the commercial area, and an updating of stormwater management requirements. Since the last revision of the Plan, development has occurred in the southeastern quadrant of the intersection with the addition of a convenience store complex and a VDOT commuter parking lot...

Both the Waterloo and Double Tollgate Area Plans include specific maps to identify the boundaries of the Areas to ensure that development is confined to the parcels immediately surrounding the designated intersections...

2. Priorities for the Next Few Years

As noted above, both Area Plans will likely be amended to include new strategies developed through the creation of the Economic Development Strategic Plan, and the Double Tollgate Area Plan will be amended to establish deferred growth policies for the Plan Area. Since both areas can be significantly impacted by new development and infrastructure projects both in and near the Plan Areas, it is recommended that both Area Plans be reviewed on the same five-year schedule as the Comprehensive Plan.

3. Major Policies

Both the Waterloo and Double Tollgate Area Plans provide recommendations regarding the scope and type of development that is desired, recommended changes to land use ordinances to manage and facilitate development and use types, policies to ensure sufficient utility capacity and transportation improvements, and strategies to maximize tax revenue generation and to encourage sustainable development.

The County's Economic Development Strategic Plan provides the following recommendations on the Waterloo Area:

Action B.7. Continue to promote well-designed commercial development in the Waterloo Area. (Longer Term Priority)

Note: Step #1 below "Review and revise the Area Plan..." could be a nearer term priority in conjunction with ongoing County planning staff work program.

The Waterloo area has some potential for additional highway commercial development, although it is not as competitive for light industrial as areas in and around Berryville. However, given the area's good regional access via Rt. 50, the County can and should

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continue to promote well-designed and well accessed commercial development here. There is currently no clear need to expand the planned size or capacity of the area.

Action Steps:

- (1) Review and revise the Waterloo Area Plan to ensure that it reflects the current goals and policies of the new Comprehensive Plan.***
- (2) Review the Zoning Ordinance and Zoning Map, and the Subdivision Ordinance to ensure that the regulations reflect and support the County's policies for this area, with particular attention to signage, interparcel access, and pedestrian circulation.***

It is important as the County's Comprehensive Plan and related component plans develop over time that the recommendations of the Waterloo Area Plan are also kept up to date and coordinated with these Plans.

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II. PLAN GOALS, OBJECTIVES, AND STRATEGIES

This Chapter contains the Waterloo Area Plan's Goals, Objectives, and Strategies. The Goals Statement depicts the purpose and long-term expectations of the Area Plan in its most general terms. Objectives are specific expressions of the topics to be addressed in furtherance of the Goals Statement. Strategies are detailed action items to be followed to implement the Area Plan's Goals and Objectives.

A. Goals Statement

The Goals of the 2016 Waterloo Area Plan are as follows:

1. Facilitate the availability of broadband wired and wireless internet access and telecommunications for businesses and nearby residents.
2. Develop proactive strategies to facilitate new business development and expansion of existing businesses in the Plan Area.
3. Ensure that the Waterloo Plan Area remains an attractive, marketable location for new and existing businesses and a destination for both local and out-of-area customers.
4. Maintain the current boundaries of the Plan Area, its current form and scale, and its current capacity for development while remaining open to expansion when build-out is substantially complete.

B. Plan Objectives and Strategies

Objective 1. Set aside funding annually in the County budget for investment in capital projects to support the Waterloo Plan Area.

Strategy (a). Pursue funding opportunities with Federal and State agencies, or through private sector partnerships, to expand wired and wireless broadband and telecommunications infrastructure in the Waterloo Plan Area.

Strategy (b). Evaluate alternative methods of funding transportation network improvements such as revenue sharing or other new or existing programs established by the General Assembly or Commonwealth Transportation Board.

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Objective 2. Pursue approaches to make public water and sewer connectivity more affordable for new and existing businesses.

Strategy (a). Continue to fund and promote the Waterloo Water and Sewer Availability Fee Subsidy Program.

Strategy (b). Study alternative methods of calculating public water and sewer fees that have proven to be successful and business-friendly in other localities.

Objective 3. Establish and maintain regulations to ensure quality and efficient site development standards and compatible uses.

Strategy (a). Ensure that new development is limited to highway commercial uses and agricultural support businesses that are compatible with the scale and character of the Plan Area. Prohibit the development of new residential uses in the Plan Area with the exception of owner-occupied or caretaker-occupied residences that are accessory to a business use.

Strategy (b). Consider allowing agricultural support businesses and uses that are compatible or complementary to the Agricultural-Open Space-Conservation (AOC) District on parcels in close proximity to the Waterloo Plan Area with direct access to a primary highway.

Strategy (c). Evaluate site design standards that incorporate public safety elements for business owners, employees, and customers including but not limited to Crime Prevention through Environmental Design (CPTED) techniques.

Strategy (d). Work cooperatively with the Virginia Department of Transportation (VDOT) and private developers to fund transportation improvement projects that are consistent with the County's Transportation Plan. Work with private developers specifically on voluntary provision of improvements to prevent degradation of the level of service of the Waterloo intersection and associated turn lanes.

Strategy (e). Maintain the high standards of existing site development regulations including but not limited to landscaping, outdoor lighting, screening/buffering, and parking. Ensure that new or amended regulations effectively balance the need to remain "business-friendly" with the County's desire for high quality development.

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III. CONCLUSION

A land use plan is only as good as the degree to which it is implemented so it is critical to work towards researching, evaluating, and pursuing the recommendations set forth in this Area Plan. Likewise, a land use plan is only effective if it is kept up to date and reflects the community's current conditions, needs, and impacts.

It is recommended that the Area Plan be reviewed on a five-year review schedule according to the following process:

1. On a five-year schedule from the adoption date of the current Waterloo Area Plan, the Planning Commission shall adopt a resolution addressing the status of the Plan, whether it should be updated, and to what degree it should be updated. This resolution may come in one of the following forms:

- A finding that the current Plan recommendations are sufficient and that no amendment is necessary.
- A finding that changes in the community warrants a comprehensive review and update of the Plan. An example would be the release of decennial Census data and growth projections.
- A finding that the Plan does not address, or inadequately addresses, a specific topic area or areas warranting a focused update of the Plan. While the update may have a specific purpose, the review should remain comprehensive to ensure that all impacts are carefully evaluated.

2. It is recommended that at the beginning of year four in the five-year schedule, the Commission should begin work evaluating the Plan status. This can be accomplished as a committee of the whole or by designating a special subcommittee. Plan status should be evaluated by considering factors including, but not limited to:

- Recent release of updated demographics.
- Recent updates to the County Comprehensive Plan.
- Impact of new development projects since the previous Plan update.
- Impact of recently completed capital projects or transportation improvements.
- Any other subject not addressed or inadequately addressed by the current Plan.

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While not recommended, a proposal may be considered to amend the Area plan outside of the scope of the Plan's five-year review cycle. Frequent, piecemeal changes to the Plan can result in the document becoming fragmented and inconsistent. It can also devalue the importance of the document as a long-range planning guideline. For these reasons, interim amendments are strongly discouraged.

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APPENDIX

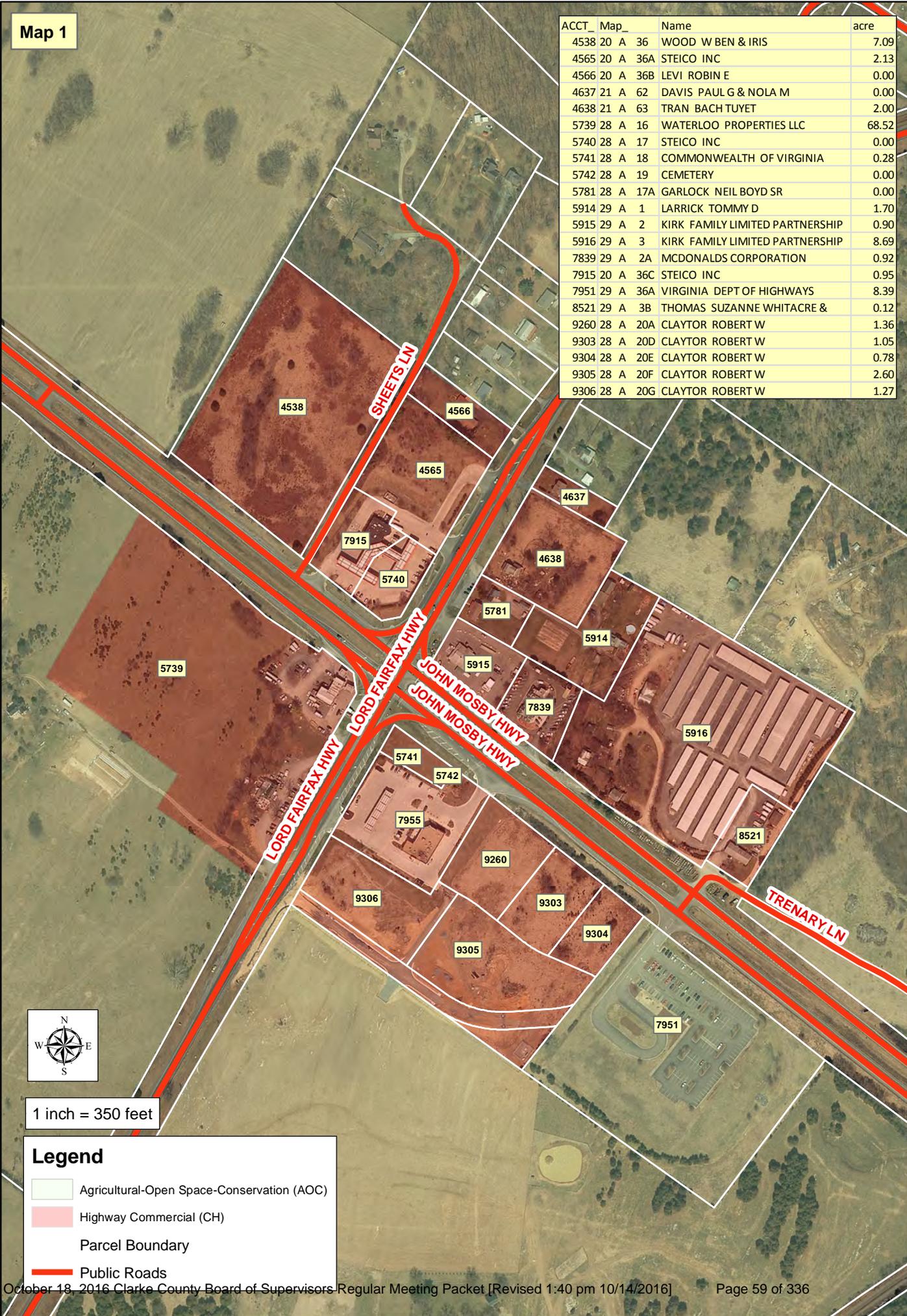
Map 1 – Waterloo Plan Area

VDOT Traffic Counts for Waterloo Plan Area 2001-2015

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Map 1

| ACCT_ | Map_ | Name | acre |
|-------|----------|---------------------------------|-------|
| 4538 | 20 A 36 | WOOD W BEN & IRIS | 7.09 |
| 4565 | 20 A 36A | STEICO INC | 2.13 |
| 4566 | 20 A 36B | LEVI ROBIN E | 0.00 |
| 4637 | 21 A 62 | DAVIS PAUL G & NOLA M | 0.00 |
| 4638 | 21 A 63 | TRAN BACH TUYET | 2.00 |
| 5739 | 28 A 16 | WATERLOO PROPERTIES LLC | 68.52 |
| 5740 | 28 A 17 | STEICO INC | 0.00 |
| 5741 | 28 A 18 | COMMONWEALTH OF VIRGINIA | 0.28 |
| 5742 | 28 A 19 | CEMETERY | 0.00 |
| 5781 | 28 A 17A | GARLOCK NEIL BOYD SR | 0.00 |
| 5914 | 29 A 1 | LARRICK TOMMY D | 1.70 |
| 5915 | 29 A 2 | KIRK FAMILY LIMITED PARTNERSHIP | 0.90 |
| 5916 | 29 A 3 | KIRK FAMILY LIMITED PARTNERSHIP | 8.69 |
| 7839 | 29 A 2A | MCDONALDS CORPORATION | 0.92 |
| 7915 | 20 A 36C | STEICO INC | 0.95 |
| 7951 | 29 A 36A | VIRGINIA DEPT OF HIGHWAYS | 8.39 |
| 8521 | 29 A 3B | THOMAS SUZANNE WHITACRE & | 0.12 |
| 9260 | 28 A 20A | CLAYTOR ROBERT W | 1.36 |
| 9303 | 28 A 20D | CLAYTOR ROBERT W | 1.05 |
| 9304 | 28 A 20E | CLAYTOR ROBERT W | 0.78 |
| 9305 | 28 A 20F | CLAYTOR ROBERT W | 2.60 |
| 9306 | 28 A 20G | CLAYTOR ROBERT W | 1.27 |



1 inch = 350 feet

Legend

- Agricultural-Open Space-Conservation (AOC)
- Highway Commercial (CH)
- Parcel Boundary
- Public Roads

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**VDOT TRAFFIC COUNTS FOR WATERLOO PLAN AREA
2001-2015**

| Road Segment | 2001 | 2005 | 2010 | 2014 | 2015 (est) |
|---|-------------|-------------|-------------|-------------|-------------------|
| Westbound US 17/50-Fauquier County Line to Rt. 723 | 16000 | 15000 | 11000 | 13000 | 13000 |
| Westbound US 17/50- Rt. 723 to Rt. 255 | 15000 | 14000 | 11000 | 12000 | 11000 |
| Westbound US 17/50 - Rt. 255 to US 340 (Waterloo) | 14000 | 14000 | 11000 | 12000 | 12000 |
| Westbound US 17/50 - US 340 (Waterloo) to Frederick County Line | 14000 | 13000 | 9600 | 11000 | 10000 |
| Eastbound US 50 - Frederick County Line to US 340 (Waterloo) | 14000 | 13000 | 9600 | 11000 | 10000 |
| Eastbound US 50 - US 340 (Waterloo) to Rt. 255 | 14000 | 14000 | 11000 | 12000 | 12000 |
| Eastbound US 50 - Rt. 255 to Rt. 723 | 15000 | 14000 | 11000 | 12000 | 11000 |
| Eastbound US 50 - Rt. 723 to Fauquier County Line | 16000 | 15000 | 11000 | 13000 | 13000 |
| | | | | | |

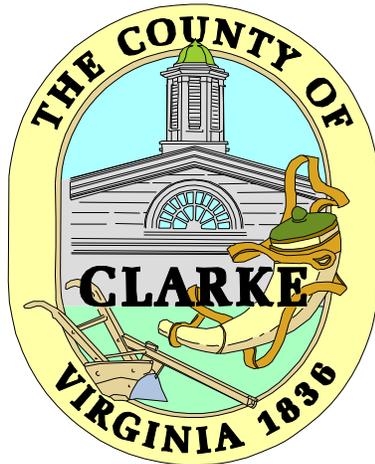
Note - Traffic Counts are represented as Annual Average Daily Trips (AADT)

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Double Tollgate Area Plan

Clarke County Comprehensive Plan

Implementing Component Plan



Revised Draft - October 2016
Planning Commission
Public Hearing

ACKNOWLEDGEMENTS

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DATE OF PLANNING COMMISSION PUBLIC HEARING AND ADOPTION:

To be determined

DATE OF BOARD OF SUPERVISORS PUBLIC HEARING AND ADOPTION:

To be determined

2016 DOUBLE TOLLGATE AREA PLAN INITIAL DRAFT

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APPENDIX

- **Map 1 – Double Tollgate Plan Area**
- **VDOT Traffic Counts for Double Tollgate Plan Area 2001-2015**

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2016 DOUBLE TOLLGATE AREA PLAN REVISED DRAFT (October 2016)

I. INTRODUCTION

A. Plan Purpose and History

Purpose

The Double Tollgate and Waterloo Area Plans were developed to provide specific guidance for land use decision-making in two of the County's major primary highway intersections. These Business Intersection Area Plans are implementing components of the ~~2013~~ Clarke County Comprehensive Plan. As noted in the Comprehensive Plan, both intersections are ideally suited for "highway commercial" uses -- business activities that serve and depend upon vehicular access to convey customers. The Area Plans help ensure that appropriate land is provided for highway commercial uses, that necessary public utilities are available to support these uses, and that the character of development enhances the overall character of the County.

Chapter I contains a history of the Double Tollgate Area Plan, how it was originally developed, and the degree to which the original recommended policies have been implemented over time. The Chapter also includes an overview of recommendations from the 2013 Comprehensive Plan and pertinent component plans that were used to guide the revision of the Area Plan. Chapter II contains the Area Plan's Goals, Objectives, and Strategies that were created to reflect the County's current planning recommendations, demographics, and status of development. Chapter III describes the process for updating the Area Plan on a periodic basis.

The Area Plan's Goals, Objectives, and Strategies (Chapter II) should be used to provide guidance to Double Tollgate Area property owners, elected and appointed officials, and other interested stakeholders regarding the County's approach to managing the development of this key business intersection. The Area Plan should be applied in tandem with the County's Comprehensive Plan, Economic Development Strategic Plan, Transportation Plan, and other relevant component plans.

Development of the Area Plan

The Double Tollgate Area Plan was first adopted by the Board of Supervisors on May 21, 2002 as the County's second Business Intersection Area Plan and a component of the 2001 Comprehensive Plan. The Plan's purpose is "to identify the specific boundaries and mixes of uses, the way public services are to be provided, and the way proposed activities will be integrated with surrounding uses, especially agricultural and residential" in the Double Tollgate Plan Area (2001 Comprehensive Plan Objective 6, Policy 3).

Development of the Area Plan began September 2000 with a Board of Supervisors resolution requesting the Planning Commission to prepare and recommend a "Double Tollgate Intersection Area Plan" by July 1, 2001. This resolution included the following assumptions for the Commission to base the Area Plan Development:

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- Assumption 1 – The Shenandoah (formerly Wheatlands) development in Frederick County (Lake Frederick) is completed.
- Assumption 2 – The land zoned industrial in Warren County is fully developed.
- Assumption 3 – There is sewage capacity (50,000 gallons per day) available for commercial development at the Double Tollgate intersection.

The resolution also requested three specific recommendations to be provided by the Planning Commission:

- Recommendation 1 – An appropriate area to be zoned commercial in the vicinity of the Double Tollgate intersection based on :
 - Assumption 3 above,
 - The anticipated level of traffic at this intersection in 2020, and
 - The population in the area in 2020 that would be served by commercial development at this intersection.
- Recommendation 2 – Transportation improvements for that portion of Lord Fairfax Highway (Routes 277 and 340) within one mile of the Double Tollgate intersection and all of Stonewall Jackson Highway (Routes 340 and 522) based on the planned development at this intersection and in adjoining counties.
- Recommendation 3 – Any other actions consistent with the County Comprehensive Plan that the Commission concludes would be fiscally beneficial to the County or are necessary to promote and encourage appropriate business activity at this intersection.

The Planning Commission formed the Double Tollgate Area Plan Committee on October 6, 2000 to conduct the work requested by the Board of Supervisors. Eight Committee meetings were held from October 2000 to May 2001 and three consultants were hired to provide research and recommendations to support the Area Plan development. All of the resultant consultant studies listed below were included as appendices to the original Area Plan document:

- Economics, land use planning, and real estate consultant (RKG Associates) – Produced the Double Tollgate Area Land Use Impact Study
- Civil engineer (Chester Engineers) – Produced the Double Tollgate Area Transportation and Utility Services Study
- Historic resources consultant (Maral Kalbian, Architectural Historian) – Produced the Historical and Architectural Overview of the Double Tollgate Community

The Committee's work resulted in the development of eight policies to guide land use decision-making in the Double Tollgate Planning Area. These policies are described in detail in Subsection C below. The Board of Supervisors adopted the Double Tollgate Area Plan and the eight recommended policies on May 21, 2002.

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2012 Planning Commission Double Tollgate Committee

Nine years after the Area Plan adoption, the Board of Supervisors at their May 24, 2011 meeting discussed the possibility of funding a study recommended by Planning Staff to determine the cost and feasibility of bringing public water and sewer to the Plan Area. Staff presented preliminary engineering figures developed in March 2011 indicating the following estimated costs:

- Development of a central water system -- \$2 million
- Development of a sewage collection system including pump stations -- \$2 million
- Construction of a new sewage treatment plant -- \$1.8 million to \$4.5 million depending upon size and technology

Based on these figures and the current size of the Double Tollgate Plan Area, these projects would cost the County approximately \$160,000 per acre. Staff indicated that the main purpose of this study would be to determine whether allowing development of a larger-scale development in the Plan Area would create an economy of scale to justify the infrastructure investment and

provide an economic benefit to the County. As an alternative to public sewer development, Planning Staff indicated that allowing businesses to use commercial drainfields – which are currently prohibited by the County’s well and septic ordinance – could also be studied. Following discussion of the proposal, the Board voted to forward the matter to the Planning Commission for



Figure 1: Convenience store -- northwestern quadrant

further study and to provide recommendations on future

development of the Plan Area. The Commission’s study was to take into account that public water and sewer is unlikely to be developed for an extended time period and was to recommend appropriate modifications to the Double Tollgate Area Plan.

The Planning Commission formed the Double Tollgate Committee on February 3, 2012 consisting of seven commissioners with support from Planning Staff and Virginia Department of Health Staff. The Committee met six times from March to May 2012 and produced a detailed Double Tollgate Area Report that was approved by the full Commission on July 6, 2012. The report contained the following Summary of Consensus Findings:

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1. *No cost-effective, publicly-provided sewage treatment option was identified. The committee investigated other options than were presented in the Chester Engineering report of 2011. This issue will be re-visited during the 2012 Comprehensive Plan update.*
2. *Given current economic conditions, the committee did not entertain the option of amending regulations to allow for a wider range of private septic systems. The committee recommends deferring consideration of such short-term amendments until long-term planning for the area is evaluated anew during the 2012 Comprehensive Plan update.*
3. *At present, any commercial development at Double Tollgate will need to rely on owner-financed, individual sewage treatment options under our current regulations.*
4. *There may be long-range availability of cost-effective public sewer which would make commercial development at Double Tollgate more attractive than at present. However this is unpredictable due to current economic conditions.*
5. *There is no current cost-effective source of public water. Individual wells will be required for any commercial development.*
6. *Given the above difficulties regarding commercial development at Double Tollgate, no changes to the Highway Commercial acreage at Double Tollgate are recommended.*
7. *It is not recommended that a consultant be engaged specifically to evaluate Double Tollgate. However, any consultant utilized for the 2012 Comprehensive Plan update will be asked to address Double Tollgate issues, particularly with regard to allowed uses and other Zoning Ordinance changes. During this review, triggers for public investment in sewer/water infrastructure should be developed and clearly defined to address future demand.*
8. *For near-term commercial development, the county should focus on those areas with already existing or readily available sewer and water, given the sewer/water difficulties at Double Tollgate.*
9. *Long-term, the attraction for private commercial development at Double Tollgate is difficult to predict. As noted above, an identified series of triggers should prompt re-evaluation of public investment in Double Tollgate infrastructure in the future.*
10. *The county should consider unique commercial enterprises which do not require sewer/water availability, such as an expanded solar farm, in the Double Tollgate area. Joint venture with the Commonwealth and the Department of Corrections could be pursued.*

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The Board of Supervisors accepted the Double Tollgate Committee's report at their August 21, 2012 meeting. The Board requested that the Commission set a high priority for updating the Area Plan immediately following completion of the Comprehensive Plan review and also directed Staff to issue a request for proposals to hire an economic development consultant to aid in the update of the Comprehensive Plan and implementing component plans. These requests were incorporated into the adoption of the revised 2013 Comprehensive Plan in March 2014 and the adoption of the County's first Economic Development Strategic Plan in October 2014. Both of these plans contain policies and strategies resulting from the work of the Double Tollgate Committee. These items are discussed in detail in Subsection D below.

B. Physical Description and Statistics

The Double Tollgate Plan Area consists of parcels totaling approximately 24 acres that were zoned Highway Commercial (CH) prior to the Area Plan adoption, and parcels or portions of parcels totaling approximately 20.5 acres that were rezoned to the CH District on May 13, 2013 by the Board of Supervisors (see Map 1). There is currently no public water or public sewer service to the properties in the Plan Area. The Plan Area is bisected by two Federal primary highways (Stonewall Jackson Highway/US 522 and Lord Fairfax Highway/US 340) and one State primary highway (Lord Fairfax Highway/Route 277). Other secondary public roads serving the Plan Area include Double Tollgate Road/Rt. 670 and Highland Corners Road/Rt. 669.

Highway Commercial (CH) District

The intent of the Highway Commercial Zoning District is set forth in the 2016 Zoning Ordinance (§3-A-13) as follows:

This district is intended to provide sufficient space in appropriate locations for a wide variety of commercial activities, generally serving a wide area and located on primary highways with more than 5,000 trips per day. The uses in this district should not be characterized by extensive warehousing, frequent heavy trucking activity, open storage of materials, or the nuisance factors of dust, odor, and noise associated with light industrial activities.

The list of permitted and special uses in the District is as follows:

Permitted uses (by-right; no approval by Board of Supervisors required):

- Agricultural, horticultural, and forestry uses and structures
- Cemeteries
- Churches and other places of religious assembly
- Clubs, lodges (private)
- Community services
- Farm machinery sales and service
- Farm supplies and sales

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- Financial institution
- Garages for storage and repair of motor vehicles when in a completely enclosed structure
- Gasoline filling stations for servicing and repair of motor vehicles when in a completely enclosed structure
- Motor vehicle sales, service, and rental
- Motels
- Nurseries, greenhouses (commercial)
- Offices
- Professional services
- Public utility uses and structures, except extensive storage or storage as a primary purpose
- Restaurants
- Retail and Service Businesses (with a maximum gross floor area of 15,000 sq. ft. for each free-standing business or for each business in a shopping center)
- Theaters, indoor
- Undertaking establishments, mortuaries, funeral homes
- Volunteer fire and/or rescue squads
- Veterinary services, animal hospitals, Commercial Boarding Kennels, Breeding Kennels



Figure 2: Tourist attraction/retail shop - southwestern quadrant

Accessory uses (by-right; customarily accessory and clearly incidental and subordinate to the permitted principal uses and structures):

- Dwelling unit, provided:
 - Such unit is in conjunction with any principal permitted use or structure;
 - Only one such unit per establishment; and
 - Such unit may be occupied only by the owner, manager, watchman, or caretaker of the establishment, and their immediate family
- Indoor storage
- Parking areas and loading spaces
- Structures (in combination with any other supporting structures) less than 50 feet high for commercial and noncommercial communication antennae
- Wind Turbine, Small (not more than two structures 100 feet in height or less for a small wind turbine generating electrical energy primarily for onsite usage)

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Special uses (require approval of a special use permit by the Board of Supervisors following Planning Commission review/recommendation and Public Hearings before the Commission and Board):

- Bowling alleys
- Dance halls
- Enclosed outdoor storage
- Feed and grain mill
- Firearms sales and service
- Mini-storage units and, as an accessory use, outdoor vehicle storage
- Monopoles greater than 50 feet in height for telecommunication antennae
- Pool rooms, billiard parlors, game arcades
- Recreational structures and uses (commercial)
- Restaurants with entertainment, nightclubs, taverns, bars
- Retail and Service Businesses (with a gross floor area of more than 15,000 square feet but less than 50,000 square feet each free-standing business or for each business in a shopping center)
- Shops for welding, blacksmith, tinsmith, woodworking
- Stone cutting, monument works
- Theaters, outdoor
- Truck stop (no motor freight terminal)
- Warehousing
- Wind Turbine, Small (three or more structures 100 feet in height or less for a small wind turbine generating electrical energy primarily for on-site usage)
- Wind Turbine, Small (structures greater than 100 feet in height for a small wind turbine generating electrical energy primarily for on-site usage)



Figure 3: View of Double Tollgate intersection from the north

Historic Access Corridor Overlay District (HC)

The Plan Area is also included within the County's Historic Access Corridor Overlay District (HC) as set forth in §3-E-4 of the Zoning Ordinance. The purpose of the HC Overlay District is listed as follows:

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“...to promote and protect the health, safety, comfort, and general welfare of the community through establishing high quality design criteria. The purpose of the quality design criteria is to achieve architectural control of the buildings, structures, places, and areas of new development along the arterial streets or highways which are significant routes of tourist access to the County, municipalities in the County, to designated historic landmarks, buildings, structures or district therein, or in a contiguous county or municipality. The purpose of architectural control is to preserve and enhance areas of special historical, cultural, architectural or archaeological significance. The protection of these vital corridors will help stabilize and improve property values, protect and enhance the designated area's attraction to tourists and visitors, and will support and stimulate complimentary development appropriate to the prominence afforded properties contiguous to significant arterial routes. Benefits attributable to the promotion of superior design and appearance of structures constructed and altered along arterial highways will ultimately promote the public health, safety, and general welfare of the citizens of Clarke County.”

In addition to complying with site development plan requirements for new commercial uses or expansion/modifications to existing uses, applicants must also comply with the HC Overlay District’s design requirements. The design requirements for the Double Tollgate Plan Area govern architectural style and form, building height, roofs, exterior walls, windows and doors, and structural details. Compliance with these design requirements is evaluated during the site development plan review process and is approved by Planning Commission issuance of a certificate of appropriateness.

Inventory of Existing Businesses and Uses in the Plan Area

The Plan Area contains a mix of business and residential uses along with agricultural, public, and institutional uses immediately adjacent to the Plan Area. Business uses are focused at the intersection of US 522, US 340, and Rt. 277. The chart below summarizes the existing uses according to location and account code reference included in Map 1 of the Appendix.

| Use | Intersection Quadrant | Code Reference (see Map 1 in Appendix) |
|---------------------------|-----------------------|--|
| Convenience store | NW | 5702 |
| Flea market | NW | 5690, 5698, 5701 |
| Church | NE | 5707 |
| Retail business | NE | 5697 |
| Tourist attraction/retail | SW | 5703, 5704, 5705 |
| Vacant | SE | 9023 |
| Residential/other | NE | 5696, 5718, 5719, 5720, 5721 |

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Uses of note immediately adjacent to the Plan Area include the former Department of Corrections facility to the southeast (7911) and the Potomac Edison power substation to the northeast (8226). Also to the northeast on the Gibson property (5673), the Board of Supervisors in June 2016 approved a special use permit for the construction of the County's first solar power plant on approximately 223 acres. Developments in Frederick County within two miles of and potentially impacting the Plan Area include the Lake Frederick residential community to the south and the Winchester South Marketplace retail development to the north. Both developments are located in Frederick County.



Figure 4: Location of future solar power plant north of Plan Area

C. Original Plan Policies

Plan Assumptions and Current Conditions

As noted in Subsection A, the Area Plan was developed under the direction of three assumptions provided by the Board of Supervisors.

- ***Assumption 1 – The Shenandoah (formerly Wheatlands) development in Frederick County (Lake Frederick) is completed.***

Residential development at Lake Frederick was adversely impacted by the economic downturn in the late 2000s, resulting in a much slower pace of development than originally projected. Amended development plans have been approved by Frederick County to facilitate development which has experienced an increase in recent years. As of 2016, the development remains incomplete.

- ***Assumption 2 – The land zoned industrial in Warren County is fully developed.***

As of 2016, approximately 15% of Warren County's industrial-zoned land along the US 340/522 corridor between Fairgrounds Road and Interstate 66 is undeveloped. Warren County Planning Staff indicates that there is an additional 800 acres of agricultural land that is planned for

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industrial uses in the future, resulting in a total of 36% of undeveloped industrial land along this corridor.

- ***Assumption 3 – There is sewage capacity (50,000 gallons per day) available for commercial development at the Double Tollgate intersection.***

Per May 2016 correspondence by Planning Staff with Frederick County Sanitary Authority Staff, there is no excess public sewer capacity available to serve properties outside the current service area that is contiguous with the boundaries of the Lake Frederick development. Properties that cannot be served currently by public sewer include Frederick County properties adjacent or near



Figure 5: Undeveloped property -- southeastern quadrant

the Lake Frederick service district in addition to Double Tollgate Plan Area properties. State environmental law changes that were adopted in the mid-2000s impacted the operations and available treatment capacity of municipal sewage treatment plants. State regulations will likely continue to be an impediment to expansion of sewage treatment capacity from Frederick County into the future.

An additional issue related to the original Area Plan development is projected traffic impact. The Double Tollgate Area Study for Transportation and Utility Services (prepared by Chester Engineers) was used to base the Area Plan's transportation policy recommendations. The Study indicated that the majority of traffic volume increase would come from outside the Double Tollgate Plan Area. The Study also references a 1998 study of the US 522/340 Corridor from the I-66 interchange in Warren County to a location 4.2 miles north of the interchange. This study projects as many as 108,716 trips per day with full build-out of the land uses in Warren County. Based on recent (2015) traffic counts, the highest volume segment in the Plan Area – northbound US 340/522 between the Warren County line and the Double Tollgate intersection is only 17,000 trips per day (see complete Table in the Appendix).

Policies

This section outlines the original eight policies that were adopted in the Area Plan and the degree to which each policy was or was not implemented.

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Policy 1. Forty-eight acres of highway commercial uses will be the appropriate level of commercial development at the Double Tollgate intersection based on projected economic trends for the vicinity over the next 15 to 20 years, highway access criteria, and ownership patterns (see map). This 48-acre area is comprised of 24 acres currently zoned Highway Commercial and another 24 acres currently in the Agricultural-Open Space-Conservation (AOC) Zoning District. The most significant single property for future commercial uses is the 13-acre area in the southeast corner of the primary highway intersection now owned by the Virginia Department of Corrections. This area could be a prime retail site in the future for a neighborhood commercial center and could contain a portion of a regional stormwater management pond. The eastern and southern limits of the additional commercial areas coincide with median openings in Routes 340 and 522 located in accord with preferred access management principles.

The current Plan Area remains unchanged since the Double Tollgate Area Plan's original adoption. The 13-acre parcel referenced in the Policy at the southeastern corner of the primary highway intersection remains undeveloped as of 2016 with no pending or proposed plan of development in place. This parcel is now in private ownership and is no longer owned by the Department of Corrections.

Policy 2. Currently, there is no economic need to expand the area zoned Highway Commercial. However, applying Highway Commercial Zoning to the 24-acre area now zoned AOC is consistent with the Comprehensive Plan policy: "Promote business activities at the intersections of ... primary highways ... through ... provision of additional areas zoned for business uses." Such a rezoning shows the seriousness of the County's commitment to provide for commercial development in this area. Demonstration of this commitment is critical to enabling the transfer of the approximate 13 acres owned by the Virginia Department of Corrections to a private development entity. Applying Highway Commercial Zoning to the designated commercial area also specifically identifies the area to be served by central water, sewer, and stormwater facilities, thus giving validity to such service request. Finally, establishing Highway Commercial Zoning for the designated expansion area reduces the hurdles of governmental review of proposed commercial development when market forces dictate its appropriateness.

The Board of Supervisors implemented the Policy's recommendations on the Plan Area boundaries by rezoning the previously-zoned AOC properties to Highway Commercial in 2003.

Policy 3. The allowed uses in the Highway Commercial Zoning District are suitable to accommodate the types of uses that are likely to locate at this commercial area. Future commercial uses will primarily serve nearby residential neighborhoods and passing motorists.

The current list of Highway Commercial District uses (referenced in Subsection B above) supports the service goals of Policy 3.

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Policy 4. *In order to benefit more fully from the anticipated highway commercial uses, the County should review its tax structure and consider establishment of a meals tax. A meals tax of up to 4% may be established with approval by voter referendum. This tax has been established in adjoining jurisdictions.*

The County has not adopted a meals tax as recommended by Policy 4.

Policy 5. *VDOT is requested to include improvements to the Double Tollgate intersection in its Primary Highway Plan. These improvements should include additional turn lanes at the intersection and expansion of Route 277 and Route 340 to four lanes, in a 150 right-of-way, from the Frederick County line to a point 1000 feet east of the Double Tollgate intersection. Special attention should be provided to the design of these turn lanes to improve traffic safety. Median openings on Routes 277 and 340 should be approximately 1000 feet away from the Double Tollgate intersection. Existing median openings on Routes 340 and 522 should be shifted to points approximately 1300 feet north and south of the Double Tollgate intersection (see map). In addition, the anticipated significant increase in traffic volume on Route 522 in Clarke County is a cause for concern from a safety point of view. These concerns warrant allocation of transportation resources and, therefore, this two-mile segment of Route 522 should be a priority for primary highway planning.*

While transportation improvements to the Double Tollgate intersection have not been included in the Commonwealth Transportation Board's (CTB) Six Year Improvement Plan or other State funding plan, the following project is included in the County's 2013 Transportation Plan as a priority project:

Intersection of US Route 340/277 (Lord Fairfax Highway) and US Route 522 (Stonewall Jackson Highway) at Double Tollgate.

Planning Cost Estimate: ***\$2,100,000***

Assessed Need/Description:

This dangerous intersection has experienced an increase in traffic of over 30% since 2001 and has insufficient turn lanes and through lane capacity. The Double Tollgate intersection is one of the County's two designated business growth areas and currently contains a gas station/convenience store, church, flea market, and tourist attraction (Dinosaur Land). Traffic is expected to increase in the coming years as large-scale residential development occurs in nearby Lake Frederick (2,000+ units in Frederick County) in addition to further development in Frederick and Warren Counties along the corridor.

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Recommendation:

Project – Safety and capacity improvements at intersection. Improve existing right and left turn lanes to current urban design standards and the reconfiguration of the north and south sides of the intersection to add through capacity when new development occurs.

This project was first added to the County’s priorities list in 1997.

Policy 6 is also transportation-related and addresses issues similar to and overlapping issues in Policy 5:

Policy 6. Commercial site plans shall be designed to comply with the following access management standards for Routes 277, 340, and 522. Uses on site plans shall be able to directly access primary highways. Site plans shall show not more than one right-in/right-out curb cut on each of the primary highways, located approximately 500 feet from the Double Tollgate intersection. Site plans shall be designed to provide for inter-parcel access through driveway connections and frontage roads. Site plans shall provide for additional right-of-way for primary and secondary roads to implement the improvements described in policy 6 and provide for the safe movement of vehicles. Access management standards shall be applied with some flexibility for uses in existing structures.

Policy 5 includes recommendations on turn lane design and crossover locations, and Policy 6 includes recommendations on access management standards and interparcel access. Since the development of the Area Plan, VDOT has adopted access management and related design standards that supersede the need for the County to adopt their own design requirements. Under current regulations, new or expanding projects are required to demonstrate compliance with VDOT entrance design standards and projects of a certain size or projected traffic volume are also required to conduct traffic impact analyses (TIAs). The TIA identifies the most intensive land use scenario proposed by the development project and calculates required improvements based on vehicle trips per day, projected turning movements, and vehicle types among other information. These standards, as opposed to local regulations, govern the design and construction of transportation improvements.

It should also be noted that Policy 6 states that site plans shall provide for additional right-of-way for primary and secondary road improvements. Absent voluntary provision by property owners or developers, land for right-of-way cannot be required as a condition of approval of a site development plan.

Policy 7. Commercial uses in new structures shall be served by central water and sewer facilities. Central water and sewer service shall be sought from the appropriate authorities in Frederick County and/or in cooperation with the Virginia Department of Corrections.

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The Plan Area is not currently served by public water and sewer and no plans or proposals to develop or expand these services currently exist either with Frederick County or the Department of Corrections.

Policy 8. A private regional stormwater pond or ponds, incorporating Best Management Techniques (BMTs), is encouraged.

As of 2016, no development has occurred in the Plan Area to require stormwater management features or retention ponds.



Figure 6: Department of Corrections property located to south of Plan Area

In accordance with changes to State law in 2014, the Virginia Department of Environmental Quality (DEQ) is responsible for managing and overseeing stormwater impacts on projects that disturb one acre or more through the Virginia Stormwater Management Program (VSMP). Clarke County is an “opt-out” locality and allows DEQ to manage the VSMP permitting process exclusively. Any future development of regional stormwater ponds would be under the regulatory authority of DEQ.

D. Guidance from the 2013 Comprehensive Plan and Related Component Plans

Two of the items in the 2013 Comprehensive Plan’s Statement of Purpose identify growth areas such as the Double Tollgate Plan Area as the location to direct future development and infrastructure investments:

- *Land use decision-making shall emphasize directed, controlled growth on a rural, small-town scale in designated areas where public infrastructure can be efficiently provided. These areas include the Towns of Berryville and Boyce as well as other villages and business intersections described in this Plan and its Implementing Component Plans.*
- *The County will focus its resources on infrastructure and economic development projects to serve the designated growth areas. Residents and businesses in rural areas should continue to expect rural levels of service.*

The Comprehensive Plan specifically addresses designated growth areas and the Double Tollgate Area in Objective 9 – Designated Growth Areas for Development:

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Encourage business and residential development in designated growth areas to implement the principles of 1) preserving open space, farmland, natural beauty, cultural features, and critical environmental areas, and 2) improving the quality of life and services in existing towns and directing development towards these existing towns. Provide for nonresidential business development at the intersections of two or more federally-designated primary highways (U.S. Routes 50/17 and 340 and U.S. Routes 340 and 522) through the following policies, the Berryville Area Plan, the Waterloo Area Plan, and the Double Tollgate Area Plan.

Policy 5, however, recommends designating the Plan Area as a deferred growth area as a result of delays in projected development within and in proximity to the Plan Area and limited access to public water and sewer from Frederick County.

5. *Designate the Double Tollgate area (U.S. Routes 340 and 522) as a deferred growth area and delay county investment in infrastructure until such time as it is applicable and economically feasible. Feasibility should be triggered through evaluation of factors such as the quantity and long-term stability of growth in the immediate area, the availability of public water and public sewer capacity, and compliance with any adequate public facility measures that are developed. Once it is feasible to do so, promote business activities at Double Tollgate through provision of public water and sewer services and provision of additional areas zoned for business uses.*

The Double Tollgate Area plan should be maintained to identify: 1) the specific boundaries and mixes of uses, 2) the way public services are to be provided, and 3) the way proposed activities will be integrated with surrounding uses, especially agricultural, residential, and parcels held in permanent conservation easement. The boundary of the adopted Double Tollgate Area Plan should not be expanded until the land area addressed by the Plan is substantially developed, and the Plan should be periodically reviewed and updated.

Chapter III of the Comprehensive Plan speaks to the Business Intersection Area Plans specifically:

- **Chapter III – Business Intersection Area Plans (pp. III-11-12):**

The Board of Supervisors adopted the Waterloo Area Plan in August 1995 and adopted the Double Tollgate Area Plan in May 2002. The County's proposed Economic Development Strategic Plan will likely require additions and changes to the Area Plans, both of which will be reviewed concurrently with the development of the Economic Development Strategic Plan. The Double Tollgate Area Plan will also be amended to establish a deferred growth approach as recommended in the draft revised Comprehensive Plan.

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1. Summary

The County has two intersections of major arterial highways that are federally-designated routes: Waterloo (US Routes 50/17 & 340), and Double Tollgate (US Routes 340 & 522). These are uniquely well-suited locations for business activities dependent upon vehicular traffic. Area plans are necessary to insure that appropriate parcels are provided for such development, that the necessary utility services are available, and that the character of the development enhances the character of the County...

The original Double Tollgate Area Plan calls for an increase in the area zoned Highway Commercial at this intersection from 24 acres to 44 acres, establishment of access management standards to protect the carrying capacity of the primary highways, and provision of central water and sewer service. While there has been a substantial increase in the volume of traffic on Route 522, no new private development has occurred since adoption of the Plan. Much of the planning associated with this Area Plan was based upon anticipated growth around nearby Lake Frederick (in excess of 2,000 new residential units) and other areas in Frederick and Warren Counties, as well as availability of public sewer from Frederick County. By 2013 and as a result of the downturn in the economy, only a fraction of the anticipated new growth had occurred in this area. Also, new state water quality requirements have reduced Frederick's available wastewater capacity. Given these changed circumstances and the costs for the County to extend public utilities to serve this area, the Comprehensive Plan recommends designating the Double Tollgate Area as a deferred growth area. The Area Plan will have to be reviewed and amended to add development triggers to indicate when and under what circumstances growth should occur in this Area.

Both the Waterloo and Double Tollgate Area Plans include specific maps to identify the boundaries of the Areas to ensure that development is confined to the parcels immediately surrounding the designated intersections...

2. Priorities for the Next Few Years

As noted above, both Area Plans will likely be amended to include new strategies developed through the creation of the Economic Development Strategic Plan, and the Double Tollgate Area Plan will be amended to establish deferred growth policies for the Plan Area. Since both areas can be significantly impacted by new development and infrastructure projects both in and near the Plan Areas, it is recommended that both Area Plans be reviewed on the same five-year schedule as the Comprehensive Plan.

3. Major Policies

Both the Waterloo and Double Tollgate Area Plans provide recommendations regarding the scope and type of development that is desired, recommended changes to land use ordinances to manage and facilitate development and use types, policies to ensure sufficient utility capacity and transportation improvements, and strategies to maximize tax revenue generation and to encourage sustainable development.

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The County's Economic Development Strategic Plan provides the following recommendations on the Double Tollgate Area:

Action B.6. Pursue Partnerships to Provide Public Water and Sewer to the Double Toll Gate Area. (Longer Term Priority)

Note: Step #7 below "Review and revise the Area Plan..." could be a nearer term priority in conjunction with ongoing County planning staff work program.

This area is situated on Route 340/522, an important highway connecting the Berryville, Front Royal and Winchester areas. There is landowner interest for commercial development in this area, but the County would have to partner with landowners – and possibly other government agencies – to provide public water and sewer to the area. An advantage to Clarke County for development in the Double Toll Gate area is its location at the western edge of the County where any increases in land use intensity and traffic generation from economic development will have a relatively small impact on most Clarke County residents. To increase the likelihood of economic development in this area, the County needs to take a leadership role.

Action Steps:

- (1) Update and affirm the prospects and feasibility of the various options available for providing utilities to the area, including options for the source, design, ownership, financing, and timing for utilities.***
- (2) Continually monitor, on a regular, ongoing basis, the status of these options and be prepared to help facilitate public and/or private sector initiatives for providing utility service to this area, including the potential for public investment. Monitoring should include the market environment, including growth triggers from Warren and Frederick counties, and any expansions or changes in water and sewer plans or policies in those counties.***
- (3) Review and revise the Area Plan to ensure that it reflects the current goals and policies of the new Comprehensive Plan.***
- (4) Review the Zoning Ordinance and Zoning Map, and the Subdivision Ordinance to ensure that the regulations reflect and support the County's policies for this area.***

Schedule: FY 2017+

Responsibility: Board of Supervisors; Planning Director

Estimated Cost: TBD

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It is important as the County's Comprehensive Plan and related component plans develop over time that the recommendations of the Double Tollgate Area Plan are also kept up to date and coordinated with these Plans.

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II. PLAN GOALS, OBJECTIVES, AND STRATEGIES

This Chapter contains the 2016 Double Tollgate Area Plan's Goals, Objectives, and Strategies. The Goals Statement depicts the purpose and long-term expectations of the Area Plan in its most general terms. Objectives are specific expressions of the topics to be addressed in furtherance of the Goals Statement. Strategies are detailed action items to be followed to implement the Area Plan's Goals and Objectives.

As described in Chapter I, the three assumptions upon which the original Area Plan's recommendations were based have not been met as of 2016 and are not expected to be met in the near future. As a result, the revised Area Plan's Goals, Objectives, and Strategies reflect the Comprehensive Plan's recommendation that Double Tollgate be designated as a "deferred growth area."

A. Goals Statement

The Goals of the 2016 Double Tollgate Area Plan are as follows:

1. Designate Double Tollgate as a deferred growth area and develop policies to identify when the County should take proactive steps to facilitate economic growth.
2. Maintain the current boundaries of the Plan Area, its current form and scale, and its current capacity for development while remaining open to expansion when build-out is substantially complete.
3. Facilitate the availability of broadband wired and wireless internet access and telecommunications for businesses and nearby residents.

B. Plan Objectives and Strategies

Objective 1. Identify development triggers to indicate when Double Tollgate should no longer be considered a deferred growth area and when the County should take proactive steps and investments to facilitate economic growth.

Strategy (a). Continue to evaluate the quantity and long-term stability of growth in areas surrounding Double Tollgate. Activities to evaluate include, but are not limited to:

- (1) Expansion of public water and sewer service areas by Frederick or Warren Counties.
- (2) Changes in land use plan designations and zoning map amendments by Frederick or Warren Counties.

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- (3) Impact of future development/re-development of the Department of Corrections facility to the south of the Plan Area.

Strategy (b). Develop metrics such as level of service criteria or adequate public facilities measures to quantify the need for future public infrastructure investments, such as transportation or public water and sewer.

Strategy (c). Establish policies in conjunction with the Economic Development Strategic Plan to determine when the County should invest in economic development projects or tools for new and existing businesses within the Plan Area.

Objective 2. Pursue funding opportunities with Federal and State agencies, or through private sector partnerships, to expand wired and wireless broadband and telecommunications infrastructure in the Double Tollgate Plan Area.

Objective 3. Establish and maintain regulations to ensure quality and efficient site development standards and compatible uses.

Strategy (a). Ensure that new development is limited to highway commercial uses and agricultural support businesses that are compatible with the scale and character of the Plan Area. Prohibit the development of new residential uses in the Plan Area with the exception of owner-occupied or caretaker-occupied residences that are accessory to a business use.

Strategy (b). Consider allowing agricultural support businesses and uses that are compatible or complementary to the Agricultural-Open Space-Conservation (AOC) District on parcels in close proximity to the Double Tollgate Plan Area with direct access to a primary highway.

Strategy (c). Evaluate site design standards that incorporate public safety elements for business owners, employees, and customers including but not limited to Crime Prevention through Environmental Design (CPTED) techniques.

Strategy (d). Work cooperatively with the Virginia Department of Transportation (VDOT) and private developers to fund transportation improvement projects that are consistent with the County's Transportation Plan. Work with private developers specifically on voluntary provision of improvements to prevent degradation of the level of service of the Double Tollgate intersection and associated turn lanes.

Strategy (e). Maintain the high standards of existing site development regulations including but not limited to landscaping, outdoor lighting, screening/buffering, and parking. Ensure that new or amended regulations effectively balance the need to remain "business-friendly" with the County's desire for high quality development.

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III. CONCLUSION

A land use plan is only as good as the degree to which it is implemented so it is critical to work towards researching, evaluating, and pursuing the recommendations set forth in this Area Plan. Likewise, a land use plan is only effective if it is kept up to date and reflects the community's current conditions, needs, and impacts.

It is recommended that the Area Plan be reviewed on a five-year review schedule according to the following process:

1. On a five-year schedule from the adoption date of the current Double Tollgate Area Plan, the Planning Commission shall adopt a resolution addressing the status of the Plan, whether it should be updated, and to what degree it should be updated. This resolution may come in one of the following forms:

- A finding that the current Plan recommendations are sufficient and that no amendment is necessary.
- A finding that changes in the community warrants a comprehensive review and update of the Plan. An example would be the release of decennial Census data and growth projections.
- A finding that the Plan does not address, or inadequately addresses, a specific topic area or areas warranting a focused update of the Plan. While the update may have a specific purpose, the review should remain comprehensive to ensure that all impacts are carefully evaluated.

2. It is recommended that at the beginning of year four in the five-year schedule, the Commission should begin work evaluating the Plan status. This can be accomplished as a committee of the whole or by designating a special subcommittee. Plan status should be evaluated by considering factors including, but not limited to:

- Recent release of updated demographics.
- Recent updates to the County Comprehensive Plan.
- Impact of new development projects since the previous Plan update.
- Impact of recently completed capital projects or transportation improvements.
- Any other subject not addressed or inadequately addressed by the current Plan.

2016 DOUBLE TOLLGATE AREA PLAN REVISED DRAFT (October 2016)

While not recommended, a proposal may be considered to amend the Area plan outside of the scope of the Plan's five-year review cycle. Frequent, piecemeal changes to the Plan can result in the document becoming fragmented and inconsistent. It can also devalue the importance of the document as a long-range planning guideline. For these reasons, interim amendments are strongly discouraged.

APPENDIX

Map 1 – Double Tollgate Area

VDOT Traffic Counts for Double Tollgate Plan Area 2001-2015

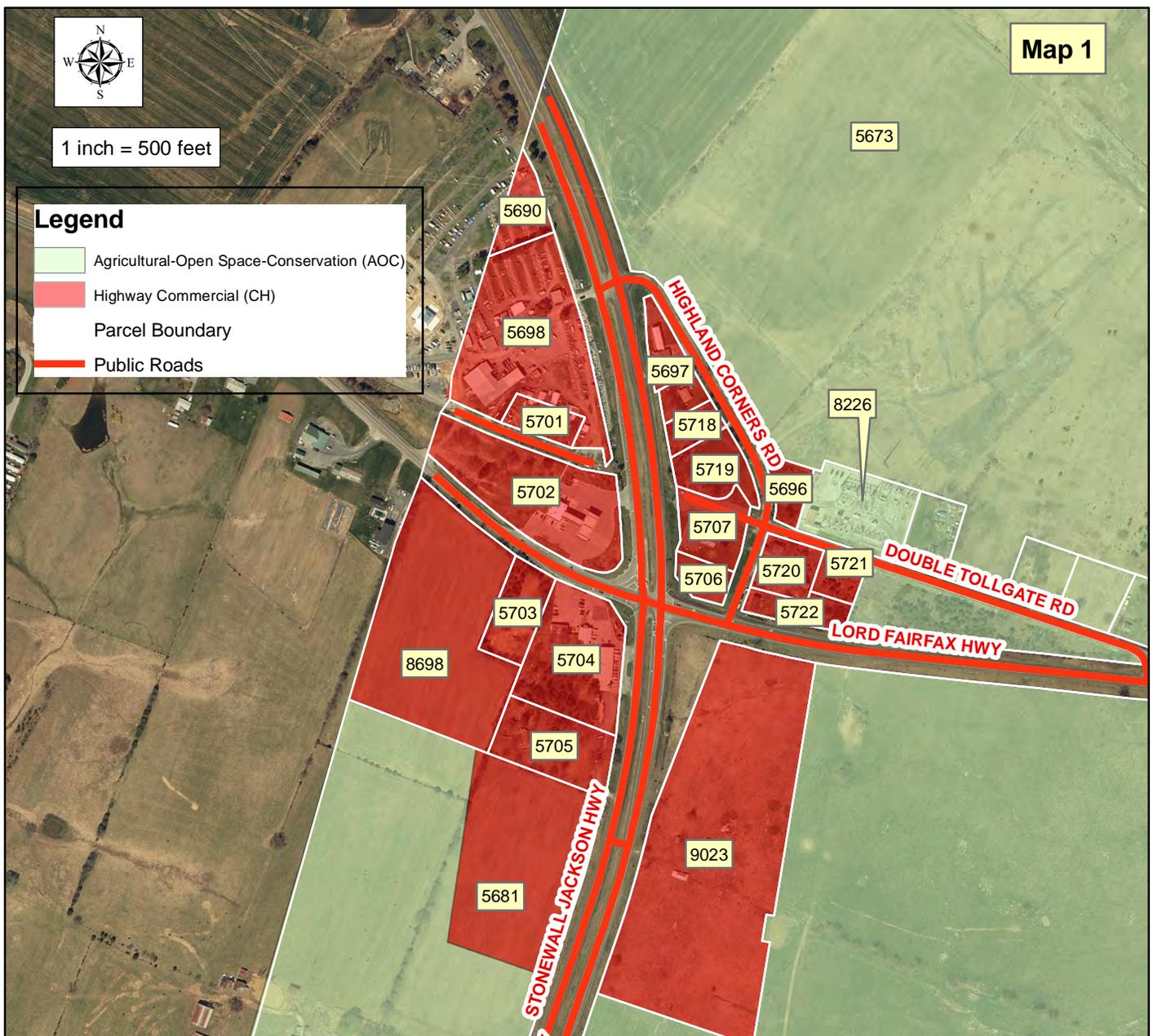
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1 inch = 500 feet

Legend

- Agricultural-Open Space-Conservation (AOC)
- Highway Commercial (CH)
- Parcel Boundary
- Public Roads



| ACCT | Map_ | Name | acre |
|------|----------|------------------------------------|--------|
| 5673 | 27 A 5 | GIBSON MONTIE W JR & PEARLE | 234.84 |
| 5681 | 27 A 12 | BENTON SADIE M TRUSTEE | 5.58 |
| 5690 | 27 A 5A | GIBSON MONTIE W JR & PEARLE | 0.78 |
| 5696 | 27A A 7 | FREEMAN MARTHA LUCILLE | 0.38 |
| 5697 | 27A A 8 | DOUBLE TOLLGATE EMPORIUM LLC | 0.63 |
| 5698 | 27A A 9 | ROYSTON EHELMAN PROPERTIES | 5.13 |
| 5701 | 27A A 11 | LESAGE LESLIE JOHN | 0.57 |
| 5702 | 27A A 12 | SEJ ASSET MANAGEMENT & INVESTMENT | 3.26 |
| 5703 | 27A A 13 | TNS&L PROPERTY PARTNERSHIP | 1.06 |
| 5704 | 27A A 14 | TNS&L PROPERTY PARTNERSHIP | 2.80 |
| 5705 | 27A A 15 | TNS&L PROPERTY PARTNERSHIP | 1.74 |
| 5706 | 27A A 16 | JOMAX LC | 0.47 |
| 5707 | 27A A 17 | ESCALADE LLC | 1.08 |
| 5718 | 27A 2 B | MARSHALL JOSEPHINE ET | 0.45 |
| 5719 | 27A 2 C | MARSHALL TYRONE K ET AL | 0.96 |
| 5720 | 27A 3 A | SADEGHZADEH MOHSEN | 0.77 |
| 5721 | 27A 3 B | SADEGHZADEH MOHSEN | 0.47 |
| 5722 | 27A 3 C | SADEGHZADEH MOHSEN | 0.67 |
| 7911 | 27 A 10A | VIRGINIA PUBLIC BUILDING AUTHORITY | 6.31 |
| 8226 | 27 A 4D | POTOMAC EDISON COMPANY | 1.79 |
| 8698 | 27 A 10A | COMX LLC | 6.66 |
| 9023 | 27 A 10B | HORTON INVESTMENTS LLC | 11.92 |

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**VDOT TRAFFIC COUNTS FOR DOUBLE TOLLGATE PLAN AREA
2001-2015**

| Road Segment | 2001 | 2005 | 2010 | 2014 | 2015 (est) |
|--|-------------|-------------|-------------|-------------|-------------------|
| Northbound US 340/522 - Warren County Line to Double Tollgate Intersection | 13000 | 19000 | 18000 | 16000 | 17000 |
| Northbound US 522 - Double Tollgate Intersection to Frederick County Line | 12000 | 14000 | 14000 | 13000 | 14000 |
| Northbound US 340 - Double Tollgate Intersection to Rt. 658 (White Post) | 6100 | 7700 | 6300 | 7300 | 7700 |
| Northbound US 340 - Rt. 658 (White Post) to US 50 (Waterloo) | 6500 | 8100 | 6600 | 7600 | 7800 |
| Northbound US 340 - US 50 (Waterloo) to Boyce Town Limits | 6400 | 8700 | 6900 | 8100 | 8300 |

Note - Traffic Counts are represented as Annual Average Daily Trips (AADT)

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September 20, 2016

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, September 20, 2016.

Board Members Present

Mary L.C. Daniel – Berryville District; David S. Weiss - Buckmarsh / Blue Ridge District;
Terri T. Catlett - Millwood / Pine Grove District; Barbara J. Byrd – Russell District

Board Members Absent

Afternoon Session: Bev B. McKay – White Post District

Evening Session: Bev B. McKay – White Post District

Staff Present

David Ash, Ryan Fincham, Tom Judge, Brandon Stidham, Alison Teetor, Lora Walburn

Constitutional / State Offices

Beth Marple, Travis Sumption, Anne Williams

Press

Cathy Kuehner - The Winchester Star

Others Present

Jason Burns, Jean Hess, Len Capelli, Pat Dickinson, Robert Mitchell, Gwen Malone, Scott Smalley, Steven A. Soechtig, Barbara M. Soechtig and other citizens

1) Call to Order

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

2) Adoption of Agenda

David Ash requested the addition of the following items:

- Add with VDOT - Alison Teetor Pollinator Group Planting Project
- 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.

Supervisor Byrd moved to adopt the agenda as modified. The motion carried by the following vote:

| | |
|------------------|----------|
| Barbara J. Byrd | - Aye |
| Terri T. Catlett | - Aye |
| Mary L.C. Daniel | - Aye |
| Beverly B. McKay | - Absent |
| David S. Weiss | - Aye |

3) Citizens Comment Period

Diana Kincannon, 294 Milton Valley Lane, Berryville, Chair - Barns of Rose Hill Board: provided a brief report to the Supervisors. Highlights include:

- Thanked the County for its ongoing support of the Barns.
- Presented eight music programs from a variety of styles including bluegrass, classical guitar, jazz and tuvan throat singing over the last 60 days.
- Other programs include:
 - Weekly jam sessions for musicians.
 - One historical speaker.
 - One open-mike event for poetry reading.
 - Five children’s educational programs with the Library over the summer.
- Collecting audience data.
 - Between 800 to 1,000 people every two month.
 - Between 5,000 and 6,000 people per year.
 - Many visitors are coming from outside the immediate area.
 - Believe that the Barns is affecting local tourism.

- Believe that new signage on Route 7 is responsible for increased traffic to the visitor's center.
- September 11 celebrated its fifth anniversary as an open, functioning community arts and education center. Approximately 150 persons attended.
- Planning a yuletide feast for December 11 that will include artwork from a Russian artist with a cello concert by the artist's wife.
- Stuart M. Perry donated tons of gravel applied at the loading entrance.
- Raising funds to repaint the full exterior.
- Committed to providing quality programs in the arts and quality community services including educational programs.

Supervisor Byrd thanked Mrs. Kincannon for her efforts.

Mrs. Kincannon remarked that the Barns relies on volunteers and the community's good will.

Supervisor McDaniel joined the meeting at 1:10 pm.

Diane Harrison, 325 South Church Street, Berryville: provided a brief summary of the Studio Tour and Artisan Trail. Highlights include:

- Studio Tour 2016 planned for October 1 and 2 from 10 am to 5 pm.
 - Bringing 30 artists to 22 different sites.
 - Most artists will be in their own studios.
- Artisan Trail
 - Trail is year-around.
 - Kick off conducted at the George Washington Hotel in Winchester at which Supervisor Daniel gave a speech.
 - Trail has a large number of artisans from Clarke County.
 - Trail helps support tourism in the area.

Chairman Weiss thanked Ms. Harrison for her efforts.

4) VDOT Update

Ed Carter, Assistant Residency Administrator, with Charlie Monroe and Maintenance Operations Manager, Bill Stover, appeared before the Board to provide the monthly update.

Mr. Carter introduced Bill Stover, VDOT's new Maintenance Operations Manager, who has more than forty years' experience, most recently worked in Stephens City, and now will be Charlie Monroe's supervisor.

Chairman Weiss welcomed Mr. Stover to Clarke County and expressed the Board's appreciation for VDOT's service in the County.

Maintenance:

- Completed the first round of all mowing and weed eating on primary and secondary routes and 95% of the second round on our secondary routes.
- VDOT will complete our second round of secondary routes this month. The second round of primaries will begin after the butterfly season.
- Applied plant mix patching and skin patching on Rt. 761 from Rt. 661 to Frederick County line and will complete remainder with plant mix patching this month.
- VDOT will be continuing with skin patching on various routes this month in anticipation of scheduled surface treatment.
- Graded and applied dust control on routes 637 and 621. We will continue with grading operations on remaining non-hard surfaced routes this month.
- VDOT did some brush control spraying on Rt. 7 and plan to continue on Rt. 50.

Board issues:

- Lake Frederick signal warrants study – has been started and is expected to be complete within the next several weeks.
 - Camera has been positioned to monitor.
 - No more reportable accidents in the area.
 - Traffic engineers do not believe that dual left turns will be necessary.
 - VDOT conducts review of every fatal accident.
 - Shoulder repair on Route 522: one side complete; VDOT will seek update from Warren County on its portion.
- VDOT is working in partnership with pollinator group. Volunteers will be helping to plant over 1,500 plants.
 - Alison Teetor briefly summarized the pollinator group's planting project. Highlights include:
 - September 22 at 10 am, group is planting a large plot at the back of the Park and Ride on Route 50
 - Thanked VDOT for working to facilitate the project.

- Planting species that provide habitat for butterflies, bees and other pollinators needed for agriculture.
- Hoping this activity will encourage other counties and communities to create these planting areas.
- Approximately sixty to seventy-five students from Loudoun County will be assisting.
- Working with master gardeners and naturalists.
- Blandy is represented on the panel.

Chairman Weiss thanked Ms. Teetor for her efforts. He advised that he was unable to attend the planting.

Supervisor Byrd

- Old Charlestown Road and Summit Road: Expressed appreciation for application of plant mixture.
- Westwood Road First Sharp Curve: Scrub trees in wooded area causing sight distance issues.
- Dead Ash Tree Removal: VDOT discussing for more than a year and will be addressing statewide. Until a solution is reached, should a tree be deemed particularly dangerous, contact VDOT.
- Junk Trees / Invasive Species: VDOT addressing area by area.
- No Parking Signs by Route 340 Cigarette Store: Planning Commission is reviewing the matter. County Planning notified the property owner notified of issues.
- Allen Road: Looks great.

Supervisor Catlett

- Millwood Crosswalk Painting: Community is hoping to have project completed before the October 1 and 2 events.
- Janesville Road Dust Control: Chemicals applied this summer.

Supervisor Daniel

- Round-about 45 MPH speed limit: VDOT conducted no speed limit studies to change the posted 45 MPH speed limit.

5) Victim Witness Annual Update by Beth Marple

Beth Marple, Victim Witness Director, appeared before the Board to provide the first annual update. Highlights include:

- For FY2016, provided services to:
 - 107 new victims, figure does not include cases carried over from FY2015.
 - 76 new witnesses, figure does not include law enforcement.
- Keeping up with restitution monitor.
- Keeping up with General District Court dates.
- Monitored \$186,864 and collected \$30,889.95.
- To explain services provided by this position, shared examples from two cases.
- National Night Out held in August.
 - Officer Joey Shoremount Berryville Police Department and Victim Witness Director headed up the event.
 - Local businesses donated door prizes, time and food.
 - Fifteen community service providers participated from Berryville Police Department, Clarke County Sheriff's Office, Virginia State Police, Mount Weather, Blue Ridge Volunteer Fire and Rescue Company, J. H. Enders Volunteer Fire and Rescue Company, Boyce Volunteer Fire and Rescue Company, District 11 probation and parole, the Laurel Center, Clarke County Health Department, Clarke County Social Services, Clarke County Animal Shelter, and Virginia Department of Aging and Rehabilitation.
 - Personal thank you notes and certificates were given to all the community service providers.
- FY2016 Expenditures – Update on request to extend time limit to use \$1,304 carry over – less than \$20 remaining.
- FY2017: Anxious to hire part-time person. Still waiting for County response.
- Purchased a color printer with FY2016 money

Supervisor Catlett thanked Mrs. Marple for her presentation and service.

Supervisor Daniel expressed her appreciation.

Chairman Weiss expressed thanks for a job well done.

6) Hecate Energy Clarke County, LLC Economic Benefits Agreement

TO: Board of Supervisors

FROM: Brandon Stidham, Planning Director

SUBJECT: Hecate Energy Clarke County, LLC Economic Benefits Agreement

DATE: September 13, 2016

Attached [*below in minutes*] you will find a draft Economic Benefits Agreement provided by Hecate Energy Clarke County, LLC in accordance with Condition #15 of the special use permit to operate a solar power plant that was approved by the Board on June 21, 2016:

15. Payment Agreement. Prior to the issuance of a land disturbance permit, the Applicant shall enter into a written agreement with the County providing for payments to the County in addition to real estate taxes, and compliance with said agreement shall be a condition of this Special Use Permit.

In summary, Hecate agrees to provide a one-time “good neighbor payment” of \$85,000 and ongoing annual payments for a twenty-five year period according to the attached Schedule A upon commencement of the project. Because the facility will be constructed in two phases, 50% of the “good neighbor payment” will be made prior to issuance of the land disturbance permit for each project phase. Additionally, 50% of the annual payment amount will be made upon commencement of Phase I with the remaining 50% being paid upon commencement of Phase II according to Schedule A. These payments will be in addition to the annual real estate tax payments for the property and the rollback taxes that will be owed as a result of converting the property from agricultural/land use status. This agreement has been reviewed and approved by the County Attorney and the tax and payment amounts were developed in consultation with the Commissioner of the Revenue.

Staff recommends that the Board pass a formal motion to authorize the County Administrator to execute the Economic Benefits Agreement. This will enable Hecate to move forward with obtaining land disturbance and building permits. If you have any questions or concerns in advance of the meeting, please do not hesitate to contact me.

Economic Benefits Agreement

This Economic Benefits Agreement, dated the ____ day of _____, 2016, is by and between the BOARD OF SUPERVISORS OF CLARKE COUNTY, VIRGINIA (“County”) party of the first part, whose mailing address is 101 Chalmers Court, Suite B, Berryville, Virginia 22611 and HECATE ENERGY CLARKE COUNTY LLC, its successors or assigns (“Hecate”), whose mailing address is 621 W. Randolph St., Chicago, IL 60661.

RECITALS:

WHEREAS, Grantees made application for a special use permit applicable to a parcel of real estate (“the Parcel”), specifically identified as Tax Map #27-A-5, for a 20 – megawatt solar photovoltaic project (“Project”), a solar energy facility within the meaning of the Clarke County Zoning Ordinance, allowed by special use permit in the agricultural district in which the Parcel lies; and

Whereas, changing the use of the Parcel from agricultural use to a solar energy facility in accordance with the application may eliminate or reduce various personal property taxes including, but not limited to, taxes on the personal property installed in connection with the project which may not be assessed as a result of Code of Virginia §58.1-3660, which was enacted after Hecate began

its effort to obtain zoning clearance for its project and which eliminated certain economic benefits which both parties expected the County to realize from the project; and

Whereas, the special use permit (SUP-16-01 was approved by the County, which special use permit contains Condition No. 15 which provides that “Prior to the issuance of a land disturbance permit, the Applicant shall enter into a written agreement with the County providing for payments to the County in addition to real estate taxes . . .”; and

Whereas, Hecate wishes and offers to ameliorate any possible negative economic consequences of its Project, including but not limited to those caused by Code of Virginia §58.1-3660, and to enter into this agreement in compliance with Condition No. 15 of SUP-16-01.

NOW, THEREFORE, the parties agree as follows:

1. Hecate will be responsible for the payment of Roll Back taxes to the County as a result of the Parcel being no longer eligible for land use real estate tax treatment, the Roll Back taxes being estimated to be \$42,946.24;
2. The County has agreed to allow the Project to be constructed in phases and therefore agrees that the total economic benefit package will be split into two separate projects. Prior to the issuance of the first land disturbance permit, Hecate will make a “good neighbor” payment in the amount of \$42,500, with the second “good neighbor” payment in the amount of \$42,500 to be due and payable prior to the issuance of the second land disturbance permit. The total “good neighbor” payments shall not exceed \$85,000 in total for the Project.
3. In addition to the “good neighbor” payments described above, Hecate shall pay the County annually upon commencement of Phase I of the Project, for a period of twenty-five (25) years, the minimum sum shown on attached Schedule A for Phase I Construction, which sum shall not include the annual real estate taxes payable on the Parcel.
4. In addition to the “good neighbor” payments described above, and in addition to the annual payments under Phase I of the Project described above, Hecate shall pay the County annually upon commencement of Phase II of the Project, for a period of twenty-five (25) years, the minimum sum shown on attached Schedule A for Phase II Construction, which sum shall not include the annual real estate taxes on the Parcel.

Witness the following signatures and seals:

BOARD OF SUPERVISORS OF
CLARKE COUNTY, VIRGINIA

By: _____
County Administrator

HECATE ENERGY CLARKE COUNTY, LLC.

By: _____

SCHEDULE A
Minimum annual payments and “good neighbor” payments (“GNP”)

| Phase I Construction | | Phase II Construction | |
|----------------------|-----------------|-----------------------|-----------------|
| GNP | \$42,500 | GNP | \$42,500 |
| Year 1 | \$20,992 | Year 1 | \$20,992 |
| Year 2 | \$21,397 | Year 2 | \$21,397 |
| Year 3 | \$21,814 | Year 3 | \$21,814 |
| Year 4 | \$22,241 | Year 4 | \$22,241 |
| Year 5 | \$22,676 | Year 5 | \$22,676 |
| Year 6 | \$23,120 | Year 6 | \$23,120 |
| Year 7 | \$23,582 | Year 7 | \$23,582 |
| Year 8 | \$24,053 | Year 8 | \$24,053 |
| Year 9 | \$24,534 | Year 9 | \$24,534 |
| Year 10 | \$25,024 | Year 10 | \$25,024 |
| Year 11 | \$25,524 | Year 11 | \$25,524 |
| Year 12 | \$26,034 | Year 12 | \$26,034 |
| Year 13 | \$26,555 | Year 13 | \$26,555 |
| Year 14 | \$27,086 | Year 14 | \$27,086 |
| Year 15 | \$27,627 | Year 15 | \$27,627 |
| Year 16 | \$28,179 | Year 16 | \$28,179 |
| Year 17 | \$28,742 | Year 17 | \$28,742 |
| Year 18 | \$29,317 | Year 18 | \$29,317 |
| Year 19 | \$29,903 | Year 19 | \$29,903 |
| Year 20 | \$30,500 | Year 20 | \$30,500 |
| Year 21 | \$31,110 | Year 21 | \$31,110 |
| Year 22 | \$31,732 | Year 22 | \$31,732 |
| Year 23 | \$32,366 | Year 23 | \$32,366 |
| Year 24 | \$33,013 | Year 24 | \$33,013 |
| Year 25 | <u>\$33,673</u> | Year 25 | <u>\$33,673</u> |
| Total | \$713,295 | Total | \$713,295 |

Brandon Stidham summarized the economic benefits agreement.

Following brief discussion, **Supervisor Catlett moved to direct the County Administrator to execute the agreement. The motion carried by the following vote:**

| | |
|------------------|----------|
| Barbara J. Byrd | - Aye |
| Terri T. Catlett | - Aye |
| Mary L.C. Daniel | - Aye |
| Beverly B. McKay | - Absent |
| David S. Weiss | - Aye |

- 7) Set Public Hearing TA-16-03 Addition of Farm Distilleries as a Permitted Use in the AOC and FOC Districts; Use of Waterworks by Farm Breweries, Farm Wineries, and Farm Distilleries

Brandon Stidham provided a brief overview of the proposed text amendment. Points of interest:

- No comment at Planning Commission’s public hearing.
- VDH do not take issue with drainfields at this point.
- Food preparation was discussed at length.

Supervisor Byrd moved to set public hearing for Tuesday, October 18, 2016, at 6:30 pm or as soon thereafter as the matter may be heard. The motion carried by the following vote:

| | |
|------------------|----------|
| Barbara J. Byrd | - Aye |
| Terri T. Catlett | - Aye |
| Mary L.C. Daniel | - Aye |
| Beverly B. McKay | - Absent |
| David S. Weiss | - Aye |

8) Approval of Minutes

Supervisor Byrd requested change to:

- Page 695 change “Supervisor Byrd” to “Chairman Weiss” Shepherds Mill Road Route 612

Supervisor Daniel requested changes to:

- Page 694 bottom paragraph change "you" to "Mr. Archibald.”
- Page 696 change "LFCC and Clarke County” to “LFCC and Clarke County High School.”
- Page 696 the last line change "eight" to "eighth".
- Page 708 Change “gym” to PokémonGo location, with a gem.”

Supervisor Byrd moved to approve as corrected the minutes for August 16, 2016 Regular Meeting. The motion carried by the following vote:

| | |
|------------------|----------|
| Barbara J. Byrd | - Aye |
| Terri T. Catlett | - Aye |
| Mary L.C. Daniel | - Aye |
| Beverly B. McKay | - Absent |
| David S. Weiss | - Aye |

9) Consent Agenda

Lord Fairfax Health Department 2016-2017 Locality AgreementCOMMONWEALTH OF VIRGINIA
DEPARTMENT OF HEALTH

STATEMENT OF AGREEMENT WITH the Board of Supervisors of Clarke County

Under this agreement, which is created in satisfaction of the requirements of § 32.1-31 of the *Code of Virginia* (1950), as amended, the Virginia Department of Health, over the course of one fiscal year, will pay an amount not to exceed \$335,359 from the state general fund to support the cooperative budget in accordance with appropriations by the General Assembly, and in like time frame, the **Board of Supervisors of Clarke County** will provide by appropriation and in equal quarterly payments a sum of \$220,000 local matching funds and \$0 one-hundred percent local funds for a total of **\$220,000** local funds. These joint funds will be distributed in timely installments, as services are rendered in the operation of the **Clarke County Health Department**, which shall perform public health services to the Commonwealth as indicated in Attachment A(1.), and will perform services required by local ordinances as indicated in Attachment A(2.). Payments from the local government are due on the third Monday of each fiscal quarter.

The term of this agreement begins July 1, 2016. This agreement will be automatically extended on a state fiscal year to year renewal basis under the terms and conditions of the original agreement unless written notice of termination is provided by either party. Such written notice shall be given at least 60 days prior to the beginning of the fiscal year in which the termination is to be effective. Any increase or decrease in funding allocation shall be made by an amendment to this agreement.

The parties agree that:

1. Under this agreement, as set forth in paragraphs A, B, C, and D below, the Commonwealth of Virginia and the Virginia Department of Health shall be responsible for providing liability insurance coverage and will provide legal defense for state employees of the local health department for acts or occurrences arising from performance of activities conducted pursuant to state statutes and regulations.
 - A. The responsibility of the Commonwealth and the Virginia Department of Health to provide liability insurance coverage shall be limited to and governed by the Self-Insured General Liability Plan for the Commonwealth of Virginia, established under § 2.2-1837 of the Code of Virginia. Such insurance coverage shall extend to the services specified in Attachments A(1.) and A(2.), unless the locality has opted to provide coverage for the employee under the Public Officials Liability Self-Insurance Plan, established under § 2.2-1839 of the Code or under a policy procured by the locality.
 - B. The Commonwealth and the Virginia Department of Health will be responsible for providing legal defense for those acts or occurrences arising from the performance of those services listed in Attachment A(1.), conducted in the performance of this contract, as provided for under the Code of Virginia and as provided for under the terms and conditions of the Self-Insured General Liability Plan for the Commonwealth of Virginia.

LGA-Revised June 2015

- C. Services listed in Attachment A(2.), any services performed pursuant to a local ordinance, and any services authorized solely by Title 15.2 of the Code of Virginia, when performed by a state employee, are herewith expressly excepted from any requirements of legal defense or representation by the Attorney General or the Commonwealth. For purposes of assuring the eligibility of a state employee performing such services for liability coverage under the Self-Insured General Liability Plan of the Commonwealth of Virginia, the Attorney General has approved, pursuant to § 2.2-507 of the Code of Virginia and the Self-Insured General Liability Plan of the Commonwealth of Virginia, the legal representation of said employee by the city or county attorney, and the **Board of Clarke County** hereby expressly agrees to provide the legal defense or representation at its sole expense in such cases by its local attorney.
 - D. In no event shall the Commonwealth or the Virginia Department of Health be responsible for providing legal defense or insurance coverage for local government employees.
2. Title to equipment purchased with funds appropriated by the local government and transferred to the state, either as match for state dollars or as a purchase under appropriated funds expressly allocated to support the activities of the local health department, will be retained by the Commonwealth and will be entered into the Virginia Fixed Asset Accounting and Control System. Local appropriations for equipment to be locally owned and controlled should not be remitted to the Commonwealth, and the local government's procurement procedures shall apply in the purchase. The locality assumes the responsibility to maintain the equipment and all records thereon.
 3. Amendments to or modifications of this contract must be agreed to in writing and signed by both parties.

 Marissa J. Levine, MD MPH, FAAFP
 State Health Commissioner
 Virginia Department of Health

 Local authorizing officer signature

 Authorizing officer printed name

 Authorizing officer title

 Date

 Date

Approved as to form by the Office of the Attorney General on August 29, 2011.

Attachments: Local Government Agreement, Attachment A(1.)
 Local Government Agreement, Attachment A(2.)

LGA-Revised June 2015

LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(1.)

VIRGINIA DEPARTMENT OF HEALTH
COMMUNITY HEALTH SERVICES

BASIC PUBLIC HEALTH SERVICES TO BE ASSURED BY LOCAL HEALTH DEPARTMENTS
INCOME LEVEL A IS DEFINED BY THE BOARD OF HEALTH TO BE MEDICALLY INDIGENT (32.1-11)

| For Each Service Provided, Check Block for Highest Income Level Served | | | |
|---|---------------|--------------------------------|---------------------------------------|
| COLLABORATIVE COMMUNITY HEALTH IMPROVEMENT PROCESS | Income A only | Defined by Federal Regulations | All (specify income level if not ALL) |
| Assure that ongoing collaborative community health assessment and strategic health improvement planning processes are established. To include public health, health care systems and community partners. As provided for in §32.1-122.03 Code Link-32.1-122.03; State Health Plan Link Virginia Plan for Well-Being 2016-2020 | | | X |
| COMMUNICABLE DISEASE SERVICES | Income A only | Defined by Federal Regulations | All (specify income level if not ALL) |
| Immunization of patients against certain diseases, including Childhood Immunizations As provided for in 32.1-46 Code Link-32.1-46 | | | X |
| Immunization of patients against certain diseases, including Childhood Immunizations As provided for in 32.1-46 Code Link-32.1-46 | | | X |
| Sexually transmitted disease screening, diagnosis, treatment, and surveillance 32.1-57, Districts may provide counseling Code Link-32.1-57 | | | X |
| Surveillance and investigation of disease 32.1-35 and 32.1-39 Code Links-32.1-35, 32.1-39, 32.1-43 | | | X |
| HIV/AIDS surveillance, investigation, and sero prevalence survey 32.1-36, 32.1-36.1, 32.1-39 Code Links-32.1-36, 32.1-36.1, 32.1-39 | | | X |
| Tuberculosis control screening, diagnosis, treatment, and surveillance 32.1-49, 32.1-50.1, and 32.1-54 Code Links-32.1-49, 32.1-50, 32.1-54 | | | X |
| FAMILY PLANING SERVICES | Income A only | Defined by Federal Regulations | All |
| Clinic services including drugs and Contraceptive supplies Family Planning Population Research Act of 1970, Title X Code Link-32.1-77, 32.1-325 | | X | |
| Pregnancy testing and counseling Family Planning Population Research Act of 1970, Title X Code Link-32.1-77, 32.1-325 | | X | |

revised 08/2016

1

LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(1.)

VIRGINIA DEPARTMENT OF HEALTH
COMMUNITY HEALTH SERVICES

BASIC PUBLIC HEALTH SERVICES TO BE ASSURED BY LOCAL HEALTH DEPARTMENTS
INCOME LEVEL A IS DEFINED BY THE BOARD OF HEALTH TO BE MEDICALLY INDIGENT (32.1-11)

| CHILD HEALTH SERVICES | Income A only | Defined by Federal Regulations | All |
|---|------------------|--------------------------------------|-----|
| Children Specialty Services; diagnosis, treatment, follow-up, and parent teaching 32.1-77, 32.1-89 and 32.1-90 Code Links-32.1-77, 32.1-89, 32.1-90 | | | X |
| Screening for genetic traits and inborn errors of metabolism, and provision of dietary supplements Code Links-32.1-65, 32.1-69 | | | X |
| Well child care up to age <u>19</u> (enter year) Board of Health Code Link-32.1-77 | | | X |
| WIC : Federal grant requirement Public Law 108-265 as amended, Child Nutrition Act of 1966; Child Nutrition and WIC Reauthorization Act 2009 Code Link-32.1-351.2 | | X | |
| EPSDT: DMAS MOA Social Security Act section 1905(r) (5) Code Link-32.1-11 | | | X |
| Blood lead level testing Code Link-32.1-46.1, 32.1-46.2 | | | X |
| Outreach, Patient and Community Health Education Code Link-32.1-11, 32.1-11.3, | | | X |
| Community Education Code Link-32.1-11, 32.1-23 | | | X |
| Pre-school Physicals for school entry Code Link-22.1-270 | | | X |
| Disabled disability Waiver Screenings DMAS MOA Code Link-32.1-330 | | | X |
| Services for Children with Special health care needs Title V, Social Security Act Code Link-32.1-77 | | | X |
| Child restraints in motor vehicles Code Link-46.2-1095, 46.2-1097 | | | X |
| Babycare: DMAS MOA | | | X |
| MATERNAL HEALTH SERVICES | Income A only | Defined by Federal Regulations | All |
| Prenatal and post partum care for low risk and intermediate risk women , Title V, Social Security Act Code Link-32.1-77 | | X | |
| Babycare Services: DMAS MOA | | X | |
| WIC: Federal grant requirement Public Law 108-265 as amended, Child Nutrition Act of 1966; Child Nutrition and WIC Reauthorization Act 2009 Code Link-32.1-351.2 | | X | |

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LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(1.)

VIRGINIA DEPARTMENT OF HEALTH
COMMUNITY HEALTH SERVICES

ENVIRONMENTAL HEALTH SERVICES
BASIC PUBLIC HEALTH SERVICES TO BE ASSURED BY LOCAL HEALTH DEPARTMENTS

| | |
|---|---|
| <p>The following services performed in accordance with the provisions of the Code of Virginia, the regulation of the Board of Health and/or VDH agreements with other state or federal agencies.</p> | |
| <p>Ice cream/frozen desserts: Under the agency's Memorandum of Agreement (MOA) with the Virginia Department of Agriculture and Consumer Services (VDACS), the local health department is responsible for initiating the issuance, suspension, reinstatement and revocation of permits for all frozen desserts plants which are an integral part of any premises, including Grade "A" milk plants, hotels, restaurants, and mobile units where frozen desserts are frozen or partially frozen or dispensed for retail sale.</p> | X |
| <p>Investigation of communicable diseases: Pursuant to §§ 32.1-35 and 32.1-39 of the Code of the Code of Virginia, the local health director and local staff are responsible for investigating any outbreak or unusual occurrence of a preventable disease that the Board of Health requires to be reported. Code Links-32.1-35, 32.1-39</p> | X |
| <p>Marinas: Pursuant to §32.1-246 of the Code of Virginia, local health department staff are responsible for permitting marinas and other places where boats are moored and is responsible for inspecting them to ensure that their sanitary fixtures and sewage disposal facilities are in compliance with the Marina Regulations (12VAC5-570-10 et seq.) Code Link-32.1-246</p> | X |
| <p>Migrant labor camps: Pursuant to §§ 32.1-203-32.1-211 of the Code of Virginia, local health departments are responsible for issuing, denying, suspending and revoking permits to operate migrant labor camps. Local health departments also must inspect migrant labor camps and ensure that the construction, operation and maintenance of such camps are in compliance with the Rules and Regulations Governing Migrant Labor Camps (12VAC5-501-10 et seq.). Code Links-32.1-203, 32.1-211</p> | X |
| <p>Milk: Pursuant to §§ 3.2-5130, 3.2-5206, 3.2-5208 of the Code of Virginia and the agency's MOA with VDACS, the local health department is responsible for issuing, denying, suspending and revoking permits for Grade "A" milk processing plants which offer milk and or milk products for sale in Virginia. Local health department are also responsible for the inspection of Grade "A" milk plants for compliance with the Regulations Governing Grade "A" Milk (2VAC5-490-10). Code Links-3.2-5130, 3.2-5206, 3.2-5208</p> | X |
| <p>Alternative discharging sewage systems: Pursuant to § 32.1-164(A) of the Code of Virginia, local health department are responsible for issuing, denying and revoking construction and operation permits for alternative discharging systems of less than 1000 gallons per day serving single family dwellings. Local health departments are also required to conduct regular inspections of alternative discharging systems in order to ensure that their construction and operation are in compliance with the Alternative Discharging Regulations (12VAC5-640-10 et seq.). Code Link-32.1-164</p> | X |
| <p>Onsite sewage systems: Pursuant to §32.1-163 et seq. of the Code of Virginia, local health department staff is responsible for performing site evaluations and designs of onsite sewage systems. Local health department staff is also responsible for issuing, denying and revoking construction and operation permits for conventional and alternative onsite sewage systems. Local health department staff are also responsible for inspecting the construction of onsite sewage systems for compliance with the Sewage Handling and Disposal Regulations (12VAC5-610-20 et seq.,"SHDR") and the Alternative Onsite Sewage System Regulations (12VAC5-613-10 et seq.,"AOSS Regulations). Local health department is also responsible for ensuring the performance, operation and maintenance of onsite sewage systems are in compliance with the SHDR and AOSS Regulations. Code Link-32.1-163</p> | X |
| <p>Rabies: Pursuant to §3.2-6500 et seq. of the Code of Virginia, the local health department is responsible for investigating complaints and reports of suspected rabid animals exposing a person, companion animal, or livestock to rabies. Code Link- 3.2-6500</p> | X |

LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(1.)

VIRGINIA DEPARTMENT OF HEALTH
COMMUNITY HEALTH SERVICES

ENVIRONMENTAL HEALTH SERVICES

BASIC PUBLIC HEALTH SERVICES TO BE ASSURED BY LOCAL HEALTH DEPARTMENTS

| | |
|--|---|
| <p>Restaurants/eating establishments: Pursuant to §35.1-14 of the Code of Virginia, local health departments are responsible for issuing, denying, renewing, revoking and suspending permits to operate food establishments. In addition, local health departments are required to conduct at least one annual inspection of each food establishment to ensure compliance with the requirements of the Food Regulations (12VAC5-421-10 et seq.). These regulations include requirements and standards for the safe preparation, handling, protection, and preservation of food; the sanitary maintenance and use of equipment and physical facilities; the safe and sanitary supply of water and disposal of waste and employee hygiene standards. Code Link- 35.1-14</p> | X |
| <p>Sanitary surveys: The local health department is responsible for conducting surveys of properties which include soil evaluations and identification of potential sources of contamination. The surveys are conducted in order to determine site suitability for onsite sewage systems, alternative discharging systems and wells. Code Link-32.1-11, 32.1-43</p> | X |
| <p>Single home sewage discharge Code Link-32.1-164</p> | |
| <p>Hotels/Motels: In accordance with §35.1.13 of the Code of Virginia, local health department staff is responsible for issuing, denying, revoking and suspending permits to operate hotels. The local health department is responsible for conducting inspections of hotels to ensure compliance with the Hotel Regulations (12VAC5-431-10 et seq.). These regulations include requirements and standards for physical plant sanitation; safe and sanitary housekeeping and maintenance practices; safe and sanitary water supply and sewage disposal and vector and pest control. Code Link-35.1-13</p> | X |
| <p>Water supply sanitation-Inspection of Water Supplies Code Link- 15.2-2144</p> | X |
| <p>Wells: Pursuant to §32.1-176.2, local health departments are responsible for issuing, denying and revoking construction permits and inspection statements for private wells. Local health departments are also responsible for inspecting private wells to ensure that their construction and location are in compliance with the Private Well Regulations (12VAC5-630-10 et seq.). Code Link-32.1-176.2</p> | X |
| <p>Homes for adults: The local health department, at the request of the Department of Social Services (DSS) will inspect DSS-permitted homes for adults to evaluate their food safety operations, wastewater disposal and general environmental health conditions.</p> | X |
| <p>Juvenile Justice Institutions: Pursuant to §35.1-23 of the Code of Virginia and the agency's memorandum of understanding with the Department of Corrections, local health departments are responsible for conducting at least one annual unannounced inspection of juvenile justice institutions in order to evaluate their kitchen facilities, general sanitation and environmental health conditions. Code Link-35.1-23</p> | X |
| <p>Jail inspections: Pursuant to § 53.1-68 of the Code of Virginia and the agency's memorandum of understanding with the Department of Corrections, local health departments are responsible for conducting at least one annual unannounced inspection of correction facilities in order to evaluate their kitchen facilities, general sanitation and environmental health conditions. Code Link-53.1-68</p> | X |
| <p>Daycare centers: At the request of DSS will inspect DSS-permitted daycare centers to evaluate their food safety operations, wastewater disposal and general environmental health conditions.</p> | X |
| <p>Radon Pursuant to §32.1-229 local health department may assist VDH Central Office with Radon testing and analysis. Code Link-32.1-229.</p> | X |
| <p>Summer camps/ Campgrounds: Pursuant to 35.1-16 and 35.1-17 of the Code of Virginia, local health departments are responsible for issuing, denying, revoking and suspending permits to operate summer camps and campgrounds. The local health department is responsible for conducting inspections of summer camps and campgrounds not less than annually to ensure that their construction, operation and maintenance are in compliance with the Regulations for Summer Camps (12VAC5-440-10 et seq.) and the Rules and Regulations for Campgrounds (12VAC5-450-10 et seq.). Code Links-35.1-16, 35.1-17</p> | X |

LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(1.)

VIRGINIA DEPARTMENT OF HEALTH
COMMUNITY HEALTH SERVICES

OTHER PUBLIC HEALTH SERVICES
BASIC PUBLIC HEALTH SERVICES TO BE ASSURED BY LOCAL HEALTH DEPARTMENTS

| | |
|---|---|
| The following services performed in accordance with the provisions of the Code of Virginia, the regulations of the Board of Health and/or the policies and procedures of the State Department of Health | |
| Medicaid Nursing Home Screening DMAS MOA Code Link- <u>32.1-330</u> | X |
| Comprehensive Services Act 2.2-5201-2.2-5211 Code Link- <u>2.2-5201, 2.2-5211</u> | X |
| Vital Records (Death Certificates) Code Link- <u>32.1-254, 32.1-255, 32.1-272</u> | X |
| Early Intervention Services Community Policy and Management Teams (CPMT) Interagency Coordinating Council (Infants/Toddlers) Code Link- <u>2.2-5305, 2.2-5306</u> | X |
| Immunizations for maternity and post-partum patients Code Link- <u>32.1-11, 32.1-325, 54.1-3408.</u> | X |
| AIDS Drug Assistance Program (ADAP) Code Link- <u>32.1-11,32.1-330</u> | X |
| Emergency Preparedness and Response Code Link- <u>32.1-42, 32.1-43, 32.1-229.</u> | X |
| HIV Counseling, Testing and Referral Code Link- <u>32.1-37.2</u> | X |
| | |
| | |

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LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(1.)

VIRGINIA DEPARTMENT OF HEALTH
COMMUNITY HEALTH SERVICES

OPTIONAL PUBLIC HEALTH SERVICES

| For Each Service Provided, Check Block for Highest Income Level Served | | | |
|--|------------------|--------------------------------------|-----|
| | Income A only | Defined by Federal Regulations | All |
| COMMUNICABLE DISEASE SERVICES | | | |
| Foreign Travel Immunizations | | | |
| Other: | | | |
| CHILD HEALTH SERVICES | | | |
| School health services | | | |
| Sick child care | | | |
| Other: | | | |
| Community Education | | | X |
| | | | |
| | | | |
| MATERNAL HEALTH SERVICES | | | |
| Funds for deliveries | | | |
| Funds for special tests and drugs | | | |
| Diagnosis, treatment, and referral for gynecological problems | | | |
| Other: | | | |
| Community Education | | | X |
| FAMILY PLANNING SERVICES | | | |
| Nutrition Education | | | |
| Preventive Health Services | | | |
| Pre-Conception Health Care | | | |
| Other: Community Education | | | X |

Revised 08/2016

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LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(1.)

VIRGINIA DEPARTMENT OF HEALTH
COMMUNITY HEALTH SERVICES

OPTIONAL PUBLIC HEALTH SERVICES

| For Each Service Provided, Check Block for Highest Income Level Served | | | |
|--|---------------|--------------------------------|-----|
| GENERAL MEDICAL SERVICES | Income A only | Defined by Federal Regulations | All |
| Activities of Daily Living | | | |
| Community Education | | | X |
| General Clinic Services (100% Locally Funded) | | | |
| Outreach | | | |
| Occupational health services | | | |
| Personal care | | | |
| Pharmacy services-Alternate Drug Delivery Site | | | |
| Hypertension screening, referral, and counseling | | | X |
| Respite care services | | | |
| Other: | | | |
| SPECIALTY CLINIC SERVICES (List) | Income A only | Defined by Federal Regulations | All |
| | | | |
| | | | |
| DENTAL HEALTH SERVICES | Income A only | Defined by Federal Regulations | All |
| Preventive Clinic Services - Children | | | |
| Preventive Clinic Services - Adults | | | |
| Restorative Clinic Services | | | |
| Community Education | | | |
| Other: | | | |

LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(2.)

VIRGINIA DEPARTMENT OF HEALTH
COMMUNITY HEALTH SERVICES

PUBLIC HEALTH SERVICES PROVIDED
UNDER LOCAL ORDINANCE

| Neither the <i>Code of Virginia</i> nor Regulations of the Board of Health requires the following services to be provided by the local health department | Place an X in this column if service is provided for locality | Local ordinance code cite | Provide a brief description of local ordinance requirements |
|--|---|-----------------------------------|--|
| Accident Prevention | | | |
| Air Pollution | | | |
| Bird Control | | | |
| Employee Physicals | | | |
| General Environmental | X | Chapter 61,124,137 | Animals, Nuisances, and Property Maintenance – Investigate Complaints |
| Housing - BOCA & local building codes | X | Chapter 124, 137 | Nuisance and Property Maintenance-Investigate Complaints |
| Insect control | X | Chapter 124, 137 | Nuisance and Property Maintenance-Investigate Complaints |
| Noise | | | |
| Plumbing | | | |
| Radiological Health | | | |
| Rodent Control | X | Chapter 124, 137 | Nuisance and Property Maintenance-Investigate Complaints |
| Solid Waste | X | Chapter 137 | Property Maintenance-Investigate Complaints |
| Swimming facilities | | | |
| Weeds | X | Chapter 137 | Property Maintenance-Investigate Complaints |
| Smoking Ordinances | | | |
| Other environmental services (identify) | | | |
| Building Permit Walkover | X | Chapter 143 / Code of VA 32.1-165 | Safe, Adequate, and Proper Review per Code |
| Local Septic Ordinance | X | Chapter 143 | Determination of adequate site requirements and proper documentation per Ordinance |
| Local Well ordinance | X | Chapter 184 | Determination of adequate site requirements and proper documentation per Ordinance |
| | | | |

VIRGINIA DEPARTMENT OF HEALTH
COMMUNITY HEALTH SERVICES
PUBLIC HEALTH SERVICES PROVIDED UNDER
LOCAL ORDINANCES OR CONTRACT WITH LOCAL GOVERNMENTS
OPTIONAL PUBLIC HEALTH SERVICES

| For Each Service Provided, Check Block for Highest Income Level Served | | | |
|---|------------------|--------------------------------------|-----|
| | Income A only | Defined by Federal Regulations | All |
| Employee physicals | | | |
| Primary care for inmates in local jails or correctional institutions | | | |
| Other medical services (List) | | | |
| Other (please list) | | | |
| Please see attachment 043_FY14A | | | X |
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Addendum 043_FY17A Clarke County

The Health District will convene a meeting with pertinent Clarke County staff no later than February 28 to delineate current County and State Environmental Health service needs as well as project future needs.

The Lord Fairfax Health District will staff the Board of Septic and Well Appeals with an assigned staff person as well as a back-up staff person. Clarke County Government will communicate directly with assigned health department staff and the Environmental Health Supervisor as to meeting requirements. The county will provide annual feedback to the Environmental Health Supervisor concerning the quality of assistance received.

Clarke County government will provide training to both Environmental Health Specialists Senior and the Clarke County Environmental Health Supervisor in the use of GPS technology to document the location of private onsite septic drain fields and wells and proper interface with the County's GIS mapping system. Once training is completed, the Health District will provide use of at least one GPS unit to the Clarke County Environmental Health staff. Staff will include documentation of private onsite septic drain field and well locations in all future permitting activities, recording this data in the State's VENIS database and also sharing this data with Clarke County government. In addition, staff will collect this data, as time allows, on existing wells and drain fields – for instance, when investigating environmental health complaints that involve either wells or private onsite septic drain fields.

Clarke County Health Department will distribute Clarke County government's environmental health educational brochures and written materials to customers and clients. Clarke County government will provide training and information concerning their local environmental initiatives to all health department support and environmental health staff so that staff will be able to support the county's needs in this area.

The Lord Fairfax Health District will develop and implement a strategy to increase the sharing of desired data with Clarke County government. It will include promoting the provision of GW-2 forms.

The Lord Fairfax Health District and Clarke County will complete an assessment of duties and services desired in Environmental Health no later than May 1 Yearly. This assessment will be used to evaluate current Environmental Health and Support staffing levels.

1. The Health District will convene a meeting with pertinent Clarke County staff no later than February 28 Yearly to delineate current County and State Environmental Health service needs as well as project future needs.
2. Complete a staffing level evaluation for Environmental Health and Support (clerical) staff by May 1, Yearly.
3. Add GPS coordinates to future well and private onsite sewage disposal system VENIS records and share with county.
4. Distribute requested County materials to customers.
5. Staff the Board of Septic and Well Appeals with a primary and back-up staffer.
6. Develop a strategy to provide requested data to the County routinely.

Attachment 043 FY17 A

Deed of Easement Clarke County School Board and County of Clarke, Virginia Ballfield, Trail and Fence

THIS DEED OF EASEMENT, dated this 20th day of September, 2016, is by and between the COUNTY SCHOOL BOARD OF CLARKE COUNTY, VIRGINIA, party of the first part, hereinafter called Grantor, and the COUNTY OF CLARKE, VIRGINIA, party of the second part, hereinafter called Grantee.

WHEREAS, Grantor is the owner of that certain parcel of land located at the southwest intersection of West Main Street and Westwood Road, in Longmarsh Magisterial District, Clarke County, Virginia; and

WHEREAS, the Grantor's aforesaid property is adjoined on the west by property of the Grantee, on which is located the Clarke County Recreation Park; and

WHEREAS, there is a walking trail and a sports field located on the Grantee's aforesaid property; and

WHEREAS, a small portion of the walking trail and sports field are located on the aforesaid property of Grantor; and

Prepared By: Robert T. Mitchell, Jr., Esquire
Hall, Monahan, Engle, Mahan & Mitchell
9 East Boscawen Street
Winchester, VA 22601

Title Company: None

WHEREAS, Grantee desires to obtain an easement from the Grantor to permit the location of a portion of the walking trail and sports field, and a light pole to be used in conjunction with the sports field, to be located on the property of Grantor; and

WHEREAS, the Grantee, County School Board of Clarke County, Virginia, by resolution adopted on , 2016, authorized the conveyance of the hereinafter described easement to the Grantee and authorized and empowered the Chairman of the School Board to execute a Deed of Easement for that purpose.

NOW, THEREFORE, Grantor does hereby grant and convey unto the Grantee an easement for the location of a portion of a walking trail, a portion of a sports field, and a light pole on the aforesaid property of Grantor, the location of said easement being more particularly shown and described on the attached plat of W. Stuart Dunn, L.S., dated May 31, 2016.

The Grantee shall have the right to mow, trim, and remove weeds, shrubbery, or other obstructions in the easement area, reasonably deemed by it to interfere with the use of the easement area for the purposes intended.

The Grantee and its agents shall have full and free use of the said easement for the purposes named, and shall have all rights and privileges reasonably necessary to the exercise of its easement rights.

The Grantee joins in this Deed of Easement to indicate his acceptance of this easement and the terms set forth herein.

WITNESS the following signatures and seals:

By: COUNTY OF CLARKE COUNTY,
VIRGINIA
Chairman, Board of Supervisors

STATE OF VIRGINIA AT LARGE
_____ OF _____, To-wit: (SEAL)

The foregoing instrument was acknowledged before me this day of , 2016, by , Chairman of the Board of Supervisors of Clarke County, Virginia.

My Commission expires _____

APPROVED AS TO FORM:
Robert T. Mitchell, Jr., Esquire
County Attorney

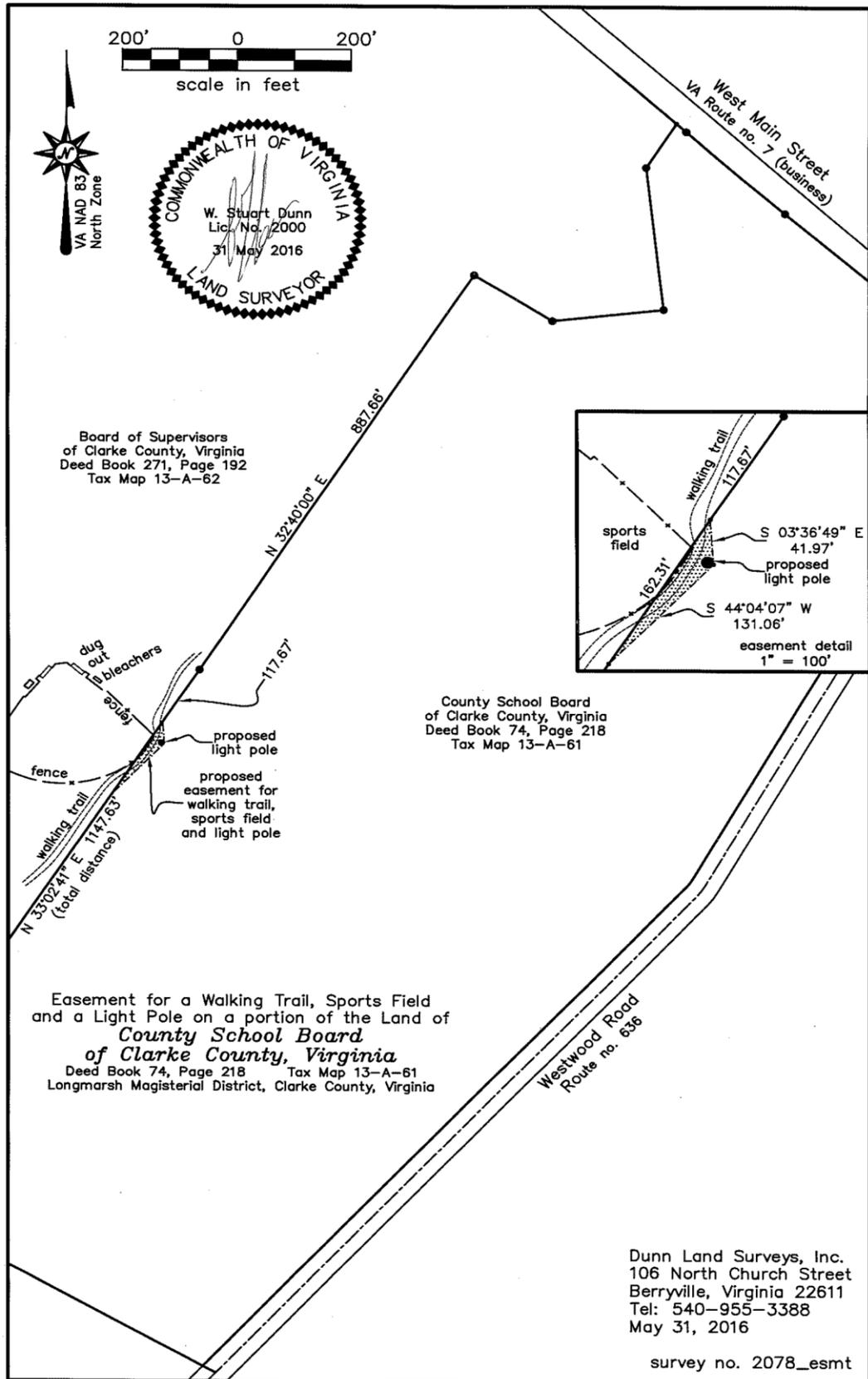
NOTARY PUBLIC
Notary Registration No.

COUNTY SCHOOL BOARD OF
CLARKE COUNTY, VIRGINIA
By: Chairman, School Board (SEAL)

STATE OF VIRGINIA AT LARGE
_____ OF _____, To-wit: (SEAL)

The foregoing instrument was acknowledged before me this day of , 2016, by , Chairman of the Clarke County School Board of Supervisors of Clarke County, Virginia.

My Commission expires _____



Supervisor Catlett moved to accept the items on the Consent Agenda as presented. The motion carried by the following vote:

| | |
|------------------|----------|
| Barbara J. Byrd | - Aye |
| Terri T. Catlett | - Aye |
| Mary L.C. Daniel | - Aye |
| Beverly B. McKay | - Absent |
| David S. Weiss | - Aye |

10) Board of Supervisors Personnel Item

A. Expiration of Term for appointments expiring through September 2016

09-12-2016 Summary: The Personnel Committee recommends reappointment:

- Aubrey "Bre" Bogert Clarke County Library Advisory Council to fill the unexpired term of Kevin Dunbar expiring April 15, 2018.

09-20-2016 Action: Supervisor Daniel moved to approve the appointment as recommended by the Personnel Committee. The motion carried by the following vote:

| | |
|------------------|----------|
| Barbara J. Byrd | - Aye |
| Terri T. Catlett | - Aye |
| Mary L.C. Daniel | - Aye |
| Beverly B. McKay | - Absent |
| David S. Weiss | - Aye |

B. Consideration of Hourly Rate Adjustment for EMT's Hired October 1, 2014

09-12-2016 Summary: The Personnel Committee recommends adjusting to current standard part-time EMT's hourly rate for employees hired October 1, 2014 or earlier.

09-20-2016 Action: David Ash briefly reviewed the hourly rate adjustment. Supervisor Byrd moved to approve the Personnel Committee recommendation. The motion carried by the following vote:

| | |
|------------------|----------|
| Barbara J. Byrd | - Aye |
| Terri T. Catlett | - Aye |
| Mary L.C. Daniel | - Aye |
| Beverly B. McKay | - Absent |
| David S. Weiss | - Aye |

11) Board of Supervisors Work Session

A. Clarke County School Board Update by Chuyen Kochinsky, Chair, with Chuck Bishop, Superintendent

09-12-2016 Summary: The Superintendent updated the Board on the Schools' accomplishments for 2015/2016 and discussed the Schools' improvement strategy for 2016/2017. The Superintendent also provided an update on the special education program. The Board also discussed status of the Primary School capital project with the Superintendent.

09-20-2016 Summary: David Ash summarized the update.

B. NSVRC Update by Brandon Davis, Director

09-12-2016 Summary: Mr. Davis introduced himself as the newly appointed director of the Northern Shenandoah Valley Regional Commission, reviewed the Commission's activities highlighting its efforts in water quality and economic development. He offered to work with the Supervisors in the future in addressing issues of concern to Clarke County.

09-20-2016 Summary: David Ash summarized the update.

C. Joint Administrative Services Relocation Discussion

09-12-2016 Summary: The Board discussed the potential relocation of Joint Administrative Services to the soon-to-be-renovated Primary School building.

09-20-2016 Summary: David Ash summarized the discussion reminding that the Board made no decision at the Work Session.

Chairman Weiss reopened the discussion.

Supervisor Byrd addressed space issues in the BCCGC. She suggested moving Cooperative Extension and Economic Development to the proposed space at Primary and keeping Joint Administrative Services in its current location to keep it on neutral territory.

David Ash reminded that any change to the proposed plan required School Board approval.

Supervisor Catlett expressed concern about incompatible hours of operation for Virginia Cooperative Extension and Clarke County Public Schools.

David Ash noted that the suggested office space was separated from the School's space and had a separate entrance.

Supervisor Daniel opined that there was no clear, easy answer. She noted that one of Joint Administrative Services' great strengths was that while joint was independent. She put forth that she was inclined to proceed with the move to Primary with the caveat that it might have to relocate in future.

Chairman Weiss stated that the School Board needed direction from the Board of Supervisors so that it could instruct its architect.

Chairman Weiss stated that Economic Development would not be relocated to an area that was out of touch with County offices.

David Ash stated that he would contact the School Superintendent between sessions regarding the School Board's deadline for decision.

Chairman Weiss instructed Mr. Ash to report his findings at the evening session.

12) Board of Supervisors Finance Items

1. State Budget Shortfall.

09-12-2016 Summary: From Sep 1 Richmond Times-Dispatch: RICHMOND, Va. (AP) - Virginia Gov. Terry McAuliffe is asking his administration's agency heads to suggest where to cut state spending to help bridge an estimated \$1.5 billion budget gap. The Virginian-Pilot reports that McAuliffe's chief of staff, Paul Reagan, sent a memo to agency heads asking them to submit proposal of how to cut spending by 5 percent. The proposals are due Sept. 20. Last week, McAuliffe warned Virginia lawmakers to brace for "tough decisions ahead" to address the new budget shortfall, which is driven largely by lower-than-expected income and sales tax collections.

2. List of potential upcoming Supplemental Requests.

09-12-2016 Summary: The FY 16 year end General Fund balance will be available next month. The disposition of any unspent funds can be determined at that time. The following is a list of potential candidates for appropriation or designation:

a. *EMS Uniforms.*

There is a request for \$6,500 carryover funds for EMS uniforms.

09-20-2016 Summary: Tom Judge advised that the requested funding does not appear to be available at this point.

b. Equine Alliance Economic Development Funding Request.

The Equine Alliance requests funding of \$10,043 to perform a census of equine groups in Clarke County.

c. Certified Planning Commissioner program.

The Planning Director requests reappropriation of \$1,750 for training of two Planning Commission members.

d. Ball Field Lighting.

A firm price for this project is being sought.

09-20-2016 Summary: Chairman Weiss provided the following update:

- No “ballpark” cost is available at this time.
- Worst-case estimate is approximately \$90,000 for the total project.
- Little League committed \$35,000.
- Clarke County Parks and Recreation committed \$25,000
- Services are difficult to quantify.
- Rock provides uncertainty.
- Project will be rebid in the next two weeks.
- October 11, Finance Committee hopes to review and formulate a recommendation to the Supervisors for action at the October 18 meeting.

e. General District Court Renovation.

Additional renovations may be needed.

09-20-2016 Summary: Tom Judge advised that the funds previously budget have been spent but more renovations are needed.

f. *Recreation Center structural issue.*

An issue at the Recreation Center is being investigated.

09-20-2016 Summary: David Ash advised that during the expansion stress cracks on the interior and exterior of the south-corner rear wall of the gymnasium were detected and repaired. Now, separation has been detected on the north corner. A structural engineer is in the process of providing advice and estimates to stabilize the wall.

3. Fire and Rescue Funding.

09-12-2016 Summary: A history of Fire and EMS funding was reviewed.

09-20-2016 Summary: Highlights of discussion include:

- Funding includes a full year of fee-for-service collection, associated expenditures for part-time EMT's, the Director, and the EMS Billing Coordinator.
- Fee-for-service revenue allows the County to enhance services, increase staffing, cover uniforms, equipment, etc. but does not offset the localities costs.
- Fee-for-service collections are approximately 80%.
- Increased expenditures for purchased services are primarily attributable to a third-party billing agency. It also includes vehicle repair and software costs.
- Increased expenditure in materials and supplies includes turnout equipment and resupply of ambulances. David Ash informed the Board that as a direct result of implementing fee-for-service the hospital now charges the County for the medical supplies provided to restock an ambulance.

4. FY 18 Budget Direction.

09-12-2016 Summary: The Finance Committee discussed potential changes to the budget process for FY 18. Items of discussion included the likelihood of funding shortfalls from the Commonwealth, Convenience Center operating costs, substitute clerical needs, and a more formal role for the Fire and EMS Commission.

5. Acceptance of Bills and Claims

09-12-2016 Summary: Acceptance of this report is recommended.

09-20-2016 Action: Supervisor Catlett moved to accept the August invoice history report as presented. The motion carried by the following vote:

| | |
|------------------|----------|
| Barbara J. Byrd | - Aye |
| Terri T. Catlett | - Aye |
| Mary L.C. Daniel | - Aye |
| Beverly B. McKay | - Absent |
| David S. Weiss | - Aye |

6. Monthly Reports.

Reconciliation of Appropriations, Expenditure Summary.

13) Government Projects Update

David Ash provided the monthly project update.

- Ballfield lighting project: See detail under Item 12. d.
- Convenience Center:
 - o Design continues.
 - o Still have some issue to resolve including sanitary facilities for operators.
 - o Funding may be available spring 2016.
 - o Need to consider operations budgets for FY2018 budget year.
- Fire & EMS Director Replacement:
 - o Sought legal counsel on process.
 - o Propose to appoint several persons to assist in interview including a Supervisors and a member of the Fire & EMS Commission.
- BCCGC Security:
 - o Written procedures are needed.
 - o Bids received today.
 - o Need to meet with tenants to ensure there is an understanding on how it works.

14) Miscellaneous Items

No miscellaneous items were identified.

15) Summary of Required Action

| <u>Item</u> | <u>Description</u> | <u>Responsibility</u> |
|-------------|--|-----------------------|
| 1. | Process Hecate Agreement. | Brandon Stidham |
| 2. | Find taxable value outside its use value solar farm. | Brandon Stidham |
| 3. | Develop and process public hearing notice. | Lora B. Walburn |
| 4. | Process approved minutes. | Lora B. Walburn |
| 5. | Execute LFHD locality agreement. | David Ash |
| 6. | Process and forward LFHD locality agreement. | Lora B. Walburn |
| 7. | Execute deed of easement. | David Weiss |
| 8. | Process and forward deed of easement. | Lora B. Walburn |
| 9. | Update appointment database and process notice of appointment. | Lora B. Walburn |
| 10. | Provide Payroll notice of pay rate adjustment. | Lora B. Walburn |
| 11. | Contact Chuck Bishop re School Board deadline for JAS relocation. | David Ash |
| 12. | Update and process amendment CC-2016-04, CC2016-05 to County Code. | Lora B. Walburn |
| 13. | Add continued meeting to discussion Joint Administrative Services relocation to County calendar. | Susanne Vaughan |

16) Board Member Committee Status Reports

Supervisor Barbara J. Byrd

- Board of Social Services: Identified persons for BoS consideration for appointment.
- Clarke County Humane Foundation: Mets tomorrow. Saturday is annual rabies clinic.
- Conservation Easement: Scheduling conflict.
- NW Juvenile Detention Center: No meeting.
- Regional Jail Authority: No meeting.
- Town of Berryville: Microphones did not work.

- Northern Shenandoah Substance Abuse Coalition: Lauren Cummins secured a federal grant for the drug court.

Supervisor Terri Catlett

- Parks and Recreation Advisory Board: No meeting.
- School Board:
 - Met August 22.
 - All schools accredited.
 - Seventeen persons spoke regarding the foreign exchange program.
 - School Board will conduct further review of foreign exchange program.
 - Discussed AP, IB and dual enrollment.
 - Will provide Supervisors details of the planned Richard Lewis memorial run scheduled for October 8, 2016.

Supervisor Mary L.C. Daniel

- Library Advisory Council:
 - Did not meet.
 - Orientation conducted with Laurine Kennedy.
 - On October 4, admission to the Alamo Draffhouse is free to those presenting a library card.
- Planning Commission: Met in September.
- Artisan Trail:
 - Attended artisan trail inaugural event.
 - Discussed economic impact of artisan industry in Virginia.
 - Board might wish to consider establishing a trail with wineries, breweries, distilleries.

Chairman David S. Weiss

- Fire and EMS Commission:
 - New director is focus.
 - Working on standard operating guidelines.
 - Response times are good but still experiencing issues getting out.
- Economic Development Advisory Committee:

- Meets tomorrow.
- Len Capelli working with community.
- MOU committee between town and county has not met for several months and the Board should evaluate next steps.

17) 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 specific to Shenandoah Farms Sanitary District.

At 3:04 p.m., **Supervisor Byrd moved that the Clarke County Board of Supervisors enter Closed Session pursuant to Section 2.2-3711-A7 Code of Virginia re consultation with legal counsel. The motion carried by the following vote:**

| | |
|------------------|----------|
| Barbara J. Byrd | - Aye |
| Terri T. Catlett | - Aye |
| Mary L.C. Daniel | - Aye |
| Beverly B. McKay | - Absent |
| David S. Weiss | - Aye |

At 3:45 p.m., 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 Byrd moved to reconvene in open session. The motion carried as follows:**

| | |
|------------------|----------|
| Barbara J. Byrd | - Aye |
| Terri T. Catlett | - Aye |
| Mary L.C. Daniel | - Aye |
| Beverly B. McKay | - Absent |
| David S. Weiss | - Aye |

Supervisor Daniel 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 |
| Terri T. Catlett | - Aye |
| Mary L.C. Daniel | - Aye |
| Beverly B. McKay | - Absent |
| David S. Weiss | - Aye |

No action was taken on matters discussed in closed session.

Chairman Weiss recessed the meeting at 4:15 p.m.

Chairman Weiss called the evening session to order at 6:30 p.m.

18) Citizen Comment Period

No persons addressed the Board.

19) PH 16-19: Appeal of Board of Septic Appeals Decision - Steven Soechtig Continued Public Hearing

Case Update: The applicant's attorney, Scott Smalley, submitted a request for continuance on July 15, 2016. Therefore, this matter was withheld from the July 19, 2016 agenda, and placed on the next regular meeting agenda for September 20, 2016. There has been no further actions or information provided by the applicant or their agents since the June meeting.

Ryan Fincham briefly summarized the appeal filed by Steven Soechtig in response to staff's recommendation for denial.

At 6:35 pm, Chairman Weiss opened the public comment portion of the public hearing.

Steven Soechtig, applicant, addressed the Board.

*My comments tonight will deal with:
The definition of a spring for the ordinance;
The zoning staff's interpretation and application of that definition
My determination of the correct interpretation and application
Zoning staff comments on the correct interpretation*

*The spring definition contains nine items.
Item 1) is a physical description of a spring as an issue of water from the ground.*

This is the basic definition of a spring.

Items 2 thru 9 either identify known important springs in the county or describe the utility of springs as sources of water. These are criteria.

The zoning staff interpretation of the definition is incorrect because it applies only the basic spring definition and does not consider any of the criteria for importance or utility. As a result, every issue of water in the county regardless of where the spring is located, how much water it produces, where the water flows to, or how the water it is used, will be subject to the extended separation requirements of the ordinance. If this is what the definition intends then why are there nine items where one would suffice? If the criteria in items 2) thru 9) do not contribute to the selection of a spring for the ordinance, then they serve no purpose for the definition.

In fact, item 1 cannot serve the purpose for selection of a spring because it is too generic, too subjective, and contains no distinct measure of significance.

The true purpose of item 1) is to ensure that the water sources referred to in items 2) thru 9) are springs rather than wells or other sources. Item 1) provides what we refer to as a necessary (but not sufficient) condition for selection of a spring. No feature may be further considered for selection unless it meets the necessary condition. However, it must also meet a further criterion of significance as contained in items 2) thru 9). This is the logical interpretation of the definition.

As you know from its report, the zoning staff does not agree with the validity of the logical interpretation. They claim to have found no evidence in minutes and reports from past meetings that the logical interpretation of the spring definition was considered by the authors. My review of the notes and minutes reveals otherwise.

The minutes from January to April 2004 show considerable concern that the spring definition was too subjective and needed additional and distinct criteria. Moreover, the existing spring definition in the septic ordinance was a listing of criteria but no

definition of a spring. They were already using the basic logical interpretation but did not have the necessary condition as is provided by a definition.

For the update, the authors combined the basic spring definition from the well ordinance with the criteria in the Septic ordinance. But there is no indication they intended the basic definition to replace the existing criteria for selection of a spring. In fact they added additional criteria to enhance the complete definition.

The zoning department claims that staff is bound by the plain meaning of the ordinance. But this plain meaning is apparently limited to the physical description in the first item of the definition. While this description does provide the plain meaning of a spring as one may find in a dictionary or textbook, it is not complete or sufficient to define a spring for the purpose of the ordinance.

By applying only item1) the zoning department selected a spring that has a very limited issue of water with a discharge channel that connects to no identified stream. Instead, the water is reabsorbed into the ground within a relatively short distance from the place of issue. The spring provides no drinking water to persons or animals, has never been developed, and is on no list. It satisfies no criterion of significance and should not be included among those springs requiring setbacks. The denial of the drainfield should be reversed.

Scott Smalley, legal counsel to Mr. Soechtig: On September 16, I gave Mr. Fincham a letter, accompanied by a letter from Steven White, soil scientist and the on-site alternate evaluator for this site. Using the references Mr. White gave, the soils at this site are actually quite good and quite deep and the drainfield is situated as far as possible, as far as is feasible, from the spring. We also have a TL3 alternative system; and we point out that this is the existing lot of record that under all of your current regulations could be fully developed except for the spring definition.

We also point out different localities definitions, setbacks, for a spring. Your ordinance is far in excess of any other ordinance. It is further that you provide no exception for a lot of record. I am proposing that we take a halt and see whether we can amend the definition to satisfy your public health concerns and the same situation for this existing lot of record. Let us see if we can work something out. That is what I am proposing and that is what I proposed in my letter to Mr. Fincham. Thank you.

Being no further persons desiring to address the Board, at 6:45 pm, Chairman Weiss closed the public hearing.

Chairman Weiss indicated that the Board could act to deny or to hold action pending further review.

Responding to Supervisor Byrd, Mr. Fincham explained that there were drainfields on adjacent lots. He noted that the spring's outflow spreads out and the down slope stream starts down slope from there.

Mr. Soechtig added that proposed drainfield would be 700 feet from the intermittent stream.

Supervisor Catlett thanked everyone for the information provided and opined that this was a good time to postpone action.

Ryan Fincham clarified for Supervisor Daniel that he did not distribute Mr. Smalley's September 16 letter prior to the meeting.

Chairman Weiss, noting that legislative action was requested in Mr. Smalley's September 16 letter and in the absence of Vice Chair McKay, with consensus from the Board, continued the matter to the October 11, 2016, Board of Supervisors Work Session.

20) PH 16-20 CC-2016-04 Chapter 154

Description:

Proposed amendment to repeal Chapter 154, Stormwater Management, of the Code of Clarke County. The purpose of the amendment is to comply with recent changes to the Stormwater Management Act (Code of Virginia §62.1-44.15:24 et seq.) which only allow localities that are Virginia Stormwater Management Program (VSMP) authorities to adopt stormwater ordinances that are more stringent than State requirements. Clarke County has chosen to opt-out of operating a local VSMP. The proposed amendment also avoids duplicitous local regulation of stormwater management by allowing the Virginia Department of Environmental Quality (DEQ) to serve as the sole regulatory authority for stormwater management in Clarke County.

Requested Action:

Conduct the advertised public hearing and take action either to adopt the proposed text amendment, adopt the amendment with recommended changes, or to defer action to address any outstanding concerns.

Brandon Stidham reviewed the proposed code amendment.

At 7:58 pm, Chairman Weiss opened the public comment portion of the public hearing. Being no further persons desiring to address the Board, Chairman Weiss closed the public hearing.

Supervisor Byrd moved to adopt 2016-14R as presented. The motion carried by the following vote:

| | |
|------------------|-------|
| Barbara J. Byrd | - Aye |
| Terri T. Catlett | - Aye |
| Mary L.C. Daniel | - Aye |

Beverly B. McKay - Absent
David S. Weiss - Aye

**Resolution to Repeal County Code Chapter 154 – Stormwater Management
2016-14R**

Whereas, Chapter 154 – Stormwater Management – was adopted as part of the Code of Clarke County by the Board of Supervisors on August 17, 2010 in accordance with the Virginia Stormwater Management Act; and

Whereas, the purpose of the Chapter is to establish minimum stormwater management requirements and controls to protect properties, safeguard the general health, safety, and welfare of the public residing in watersheds within this jurisdiction, as well as to protect, sustain, recycle, and enhance the surface and ground water resources of Clarke County; and

Whereas, the Chapter contains provisions that are more stringent than current State Code requirements with regards to water quality standards for phosphorus removal and minimum area of land disturbance that trigger stormwater management requirements; and

Whereas, the Virginia General Assembly recently adopted changes to the Virginia Stormwater Management Act that authorize localities to adopt and enforce provisions that are more stringent than State Code requirements provided that (1) the locality has agreed to “opt-in” to managing the Virginia Stormwater Management Program (VSMP) and (2) the Virginia Department of Environmental Quality has reviewed and approved the more stringent local provisions; and

Whereas, the County chose to “opt-out” of assuming responsibility for management of the VSMP locally and therefore is not authorized under State law to enforce stormwater management regulations that are more stringent than State code requirements; and

Whereas, repealing Chapter 154 will comply with the Code of Virginia requirements and will avoid duplicitous local regulation of stormwater management by allowing the Virginia Department of Environmental Quality to serve as the sole regulatory authority for stormwater management in Clarke County.

Now Therefore, Be It Resolved that the Clarke County Board of Supervisors hereby repeals County Code Chapter 154 – Stormwater Management.

Adopted at the regular meeting of the Clarke County Board of Supervisors in Clarke County, Virginia held on September 20, 2016 following duly advertised Public Hearing.

David L. Ash, County Administrator
Clerk to the Board of Supervisors

21) PH 16-21 CC-2016-05 Chapter 17

Chapter 17 Fire, Emergency Medical Services (EMS), And Emergency Management, Department Of. The Clarke County Board of Supervisors shall consider amending the Clarke County Code to amend Chapter 17 §17-6 Fire and EMS Commission B. Membership Composition

David Ash reviewed the proposed code amendment to adjust Fire and EMS Commission membership composition. He reminded that the terms would begin September 1 for all new members.

At 7:05 pm, Chairman Weiss opened the public comment portion of the public hearing.

Jean Hess, 393 Evergreen Lane, Bluemont, spoke in support of the amendment. She opined that it might be good to have a variety on the Commission that includes the citizen appointee and representatives from each volunteer fire company.

Being no further persons desiring to address the Board, at 7:08 pm, Chairman Weiss closed the public hearing.

Supervisor Daniel confirmed that a letter expressing support of the amendment was written by Beth Leffel, Chair Fire and EMS Commission.

Supervisor Byrd moved to adopt as presented the amendment to Chapter 17 Section 17-6. The motion carried by the following vote:

| | |
|------------------|----------|
| Barbara J. Byrd | - Aye |
| Terri T. Catlett | - Aye |
| Mary L.C. Daniel | - Aye |
| Beverly B. McKay | - Absent |
| David S. Weiss | - Aye |

Chapter 17 Fire, Emergency Medical Services (EMS), And Emergency Management, Department Of

| | |
|-------------------------------|---|
| §17-6 Fire and EMS Commission | B. Membership Composition; Term. The Commission shall consist of seven (7) eight (8) members including: One (1) member of the Board of Supervisors; The Clarke County Sheriff; Two (2) representatives recommended by the Clarke County Fire and Rescue Association to represent Fire and EMS services respectively; One (1) representative from each of the volunteer fire and EMS companies; and Three (3) citizens-at-large representing consumers of fire and EMS services. |
|-------------------------------|---|

~~The two (2) Fire and Rescue Association~~ **three (3) volunteer fire and EMS company** representatives shall serve one-year terms **and shall be appointed by the Board of Supervisors with recommendation**

to be provided by the volunteer companies.

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.

The Board of Supervisors shall appoint a representative annually at or shortly after its annual organizational meeting to serve a one-year term.

22) Recess

David Ash informed the Supervisors that Chuck Bishop, School Superintendent, had advised that the Schools had two to three weeks to make a decision on the relocation of Joint Administrative Services.

By consensus, the Supervisors agreed to continue the meeting to 1 pm on Friday, September 23, 2016, subject to confirmation of availability of Vice Chair McKay to attend the meeting

At 7:23 pm, Chairman Weiss recessed the meeting until 1:00 pm, Friday, September 23, 2016.

Next Regular Meeting Date

The next regular meeting of the Board of Supervisors is set for Tuesday, October 18, 2016 at 1:00 p.m. in the Berryville Clarke County Government Center, Main Meeting Room, 101 Chalmers Court, Berryville, Virginia.

ATTEST: September 20, 2016

David S. Weiss, Chair

David L. Ash, County Administrator

Minutes recorded and transcribed by: Lora B. Walburn, Deputy Clerk to the Board of Supervisors

September 23, 2016

Clarke County Board Of Supervisors
Meeting Room AB

1:00 p.m.

At a continued session of the Board of Supervisors of Clarke County, Virginia, held in the Berryville Clarke County Government Center, 101 Chalmers Court, 2nd Floor, Berryville, Virginia on Friday, September 23, 2016.

Supervisors Present

Barbara J. Byrd – Russell District; Terri T. Catlett - Millwood / Pine Grove District; Mary L.C. Daniel – Berryville District; Bev B. McKay – White Post District; David S. Weiss - Buckmarsh / Blue Ridge District

Supervisors Absent

None

County Staff Present

David Ash, Tom Judge

Press

None

Others Present

None

1. Call to Order

At 1:01 p.m., Chairman Weiss called the Board of Supervisors reconvened the regular meeting continued from Tuesday, September 20, 2016.

2. Joint Administrative Services Relocation

Highlights of the Supervisor's continued discussion include:

Pros:

- Addresses some of the County's space issues.
- More economical operation.
- Better utilization of office space.
- Enhanced security.
- Offices will be on the first floor.
- Separate entrance for JAS.
- Sets a tone for the community that its elected officials are committed to working together.

Cons:

- Potential strained relations between future leaders.
- Loss of autonomy for JAS.
- School location offers less space.
- Move will be expensive.
- Move will be disruptive.
- Current location provides greater confidentiality for visitors.

Vice Chair McKay moved to approve relocation of the Joint Administrative Services into the old Primary School [317 East Main Street, Berryville] with a Memorandum of Understanding between entities establishing a five-year initial term with a two-year notice. The motion carried by the following vote:

| | | |
|------------------|---|-----|
| Barbara J. Byrd | - | Nay |
| Terri T. Catlett | - | Nay |
| Mary L.C. Daniel | - | Aye |
| Beverly B. McKay | - | Aye |
| David S. Weiss | - | Aye |

3. Adjournment

At 1:33 pm, Chairman Weiss adjourned the Clarke County Board of Continued Meeting.

ATTEST: September 23, 2016

David S. Weiss, Chair

David L. Ash, County Administrator

Minutes Recorded by David L. Ash, Clerk Board of Supervisors
Transcribed by: Lora B. Walburn, Deputy Clerk, Board of Supervisors



Personnel Committee Items

Berryville/Clarke County Government Center, 2nd Floor
101 Chalmers Court, Berryville, Virginia 22611

Tuesday, October 11, 2016 9:30 am

Item No.

Description

A. Expiration of Term for appointments expiring through December 2016

10/11/2016 Summary: The Personnel Committee recommends appointment of the following:

- Tom McFillen, Berryville Area Development Authority, to complete the unexpired term of Wingate Mackay-Smith. Term expires March 31, 2018
- Gerald Dotson, Board of Social Services, to a term expiring July 15, 2020. Mr. Dotson replaces Robert Ferrebee.
- Jeff Butcher, Board of Social Services, to complete the unexpired term of Dwight Brown. Term expires July 15, 2017
- Elizabeth "Beth" Leffel, Fire and EMS Commission – Citizen-at-large, to a term expiring August 31, 2020.
- George Hoff, Fire and EMS Commission – Boyce Volunteer Fire and Rescue Company representative, to a term expiring August 31, 2017.
- Van Armacost, Fire and EMS Commission – John H. Enders Volunteer Fire and Rescue Company representative, to a term expiring August 31, 2017.
- Jacob White, Fire and EMS Commission – Blue Ridge Volunteer Fire and Rescue Company representative, to a term expiring August 31, 2017.
- Rodney Pierce, Industrial Development Authority of the Clarke County, Virginia, to a term expiring October 30, 2020.

B. Personnel Policy Update

10/11/2016 Summary: The Personnel Committee discussed the current status of the Personnel Policy revision. David Ash, County Administrator, was asked to provide the most current draft by the end of November as time allowed.

Appointments by Expiration Through December 2016

Appt Date Exp Date Orig Appt Date:

July 2016

| | | | | | |
|---|------------|---------------------|-----------|-----------|-----------|
| Berryville Area Development Authority | | | 3 Yr | | |
| Mackay-Smith | Wingate E. | White Post District | 4/1/2015 | 7/18/2016 | 3/17/2015 |
| Term expires 3/31/2018 | | | | | |
| 3 members appointed by the BOS and 3 members appointed by the BTC; Membership set by the County/Town Annexation Agreement of 1988 | | | | | |
| Board of Social Services | | | 4 Yr | | |
| Ferrebee | Robert | Millwood District | 4/16/2013 | 7/15/2016 | 4/16/2013 |
| 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. | | | | | |

August 2016

| | | | | | |
|---|-----------|--|------------|-----------|-----------|
| Fire & EMS Commission | | | | | |
| Leffel | Elizabeth | Chair; Citizen-at-large | 9/1/2014 | 8/31/2016 | 8/19/2014 |
| Membership Comp; Term. The Commission shall consist of (7) members including (1) member of the BoS; the Clarke County Sheriff; (2) representatives recommended by the Clarke County Fire & Rescue Association to represent Fire & EMS services respectively; and (3) citizens-at-large representing consumers of fire and EMS services. The (2) Fire & Rescue Association representatives shall serve one-year terms. The (3) citizens-at-large shall be appointed for initial terms of (1) year, (2) years, and (3) years and thereafter for (4) year terms. The Sheriff shall serve a term coterminous with the term of office. The BoS shall appoint a representative annually at or shortly after their annual organizational meeting to serve a one-year term. | | | | | |
| Hoff | Matt | Volunteer Association / EMS Issues / Boyce VFC | 11/17/2015 | 8/31/2016 | 8/19/2014 |
| Membership Comp; Term. The Commission shall consist of (7) members including (1) member of the BoS; the Clarke County Sheriff; (2) representatives recommended by the Clarke County Fire & Rescue Association to represent Fire & EMS services respectively; and (3) citizens-at-large representing consumers of fire and EMS services. The (2) Fire & Rescue Association representatives shall serve one-year terms. The (3) citizens-at-large shall be appointed for initial terms of (1) year, (2) years, and (3) years and thereafter for (4) year terms. The Sheriff shall serve a term coterminous with the term of office. The BoS shall appoint a representative annually at or shortly after their annual organizational meeting to serve a one-year term. | | | | | |

September 2016

| | | | | | |
|---|--------|---------------------|-----------|-----------|-----------|
| Board of Social Services | | | 4 Yr | | |
| Brown | Dwight | Berryville District | 4/16/2013 | 9/20/2016 | 7/21/2009 |
| Resigned per Supv Byrd 09-2016 Expires 07/15/2017 | | | | | |
| 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. | | | | | |

October 2016

| | | | | | |
|--|--------|--------------------|-----------|------------|------------|
| Industrial Development Authority of the Clarke County, Virginia | | | 4 Yr | | |
| Pierce | Rodney | Buckmarsh District | 8/19/2008 | 10/30/2016 | 10/22/1999 |
| 10/30/04; Reappointment 9/21/04 | | | | | |
| Appointed by BOS; Oath of Office Required - Clerk of Circuit Court; 7 members, 1 BOS liaison (non-voting) and 6 others that are chosen on their expertise in the business field. Membership governed by IDA by-laws. 15.2-4904 No director shall be an officer or employee of the locality except in towns under 3,500 | | | | | |

December 2016

Board of Septic & Well Appeals

| | | | | | |
|----------|------|--|----------|------------|-----------|
| Caldwell | Anne | Millwood District; Planning Commission; Vice Chair - Alternate | 1/8/2016 | 12/31/2016 | 1/10/2014 |
|----------|------|--|----------|------------|-----------|

1 Staff Rep; § 143-11. Appeals & variances. A. Board of Septic & Well Appeals 2. (a) the member of the Board of Supervisors, who serves as the Board's liaison to the Planning Commission, with The Vice Chair of the Board designated as his/her alternate, (b) a Chair of Planning Commission with the Vice Chair designated as his/her alternate, and (c) a member of the public, who is a resident of the county with the Vice Chair of the Planning Commission designated as his/her alternate. All members shall be appointed by the Board of Supervisors at their first regular meeting of each year.

| | | | | | |
|--------------|--------|---|----------|------------|-----------|
| Ohrstrom, II | George | Russell District; Planning Commission Chair | 1/8/2015 | 12/31/2016 | 1/10/2014 |
|--------------|--------|---|----------|------------|-----------|

1 Staff Rep; § 143-11. Appeals & variances. A. Board of Septic & Well Appeals 2. (a) the member of the Board of Supervisors, who serves as the Board's liaison to the Planning Commission, with The Vice Chair of the Board designated as his/her alternate, (b) a Chair of Planning Commission with the Vice Chair designated as his/her alternate, and (c) a member of the public, who is a resident of the county with the Vice Chair of the Planning Commission designated as his/her alternate. All members shall be appointed by the Board of Supervisors at their first regular meeting of each year.

Conservation Easement Authority 3 Yr

| | | | | | |
|-------|----------|--------------------------------|-----------|------------|-----------|
| Jones | Michelle | Millwood / Pine Grove District | 2/18/2014 | 12/31/2016 | 2/18/2014 |
|-------|----------|--------------------------------|-----------|------------|-----------|

Board of Directors 7 members, appointed by the BOS, to be comprised of 1 member from the BOS, 1 member from the PC and 5 Clarke County citizen members. At the first meeting of the BOS each calendar year, beginning the Board shall appoint 1 member from the membership of the BOS for a term of 1 year beginning Jan 1; 1 member from the Planning Commission for a 1 year term beginning May 1; and a member or members to fill expiring citizen member terms, for a term of three (3) years beginning Jan 1. Oath of Office Required.

| | | | | | |
|---------|-------|---------------------|------------|------------|-----------|
| Buckley | Randy | White Post District | 11/19/2013 | 12/31/2016 | 6/18/2002 |
|---------|-------|---------------------|------------|------------|-----------|

Board of Directors 7 members, appointed by the BOS, to be comprised of 1 member from the BOS, 1 member from the PC and 5 Clarke County citizen members. At the first meeting of the BOS each calendar year, beginning the Board shall appoint 1 member from the membership of the BOS for a term of 1 year beginning Jan 1; 1 member from the Planning Commission for a 1 year term beginning May 1; and a member or members to fill expiring citizen member terms, for a term of three (3) years beginning Jan 1. Oath of Office Required.

| | | | | | |
|---------|-------|-------------------|------------|------------|------------|
| Wallace | Laure | Millwood District | 11/19/2013 | 12/31/2016 | 10/18/2011 |
|---------|-------|-------------------|------------|------------|------------|

Fill unexpired term of Jane Radford

Board of Directors 7 members, appointed by the BOS, to be comprised of 1 member from the BOS, 1 member from the PC and 5 Clarke County citizen members. At the first meeting of the BOS each calendar year, beginning the Board shall appoint 1 member from the membership of the BOS for a term of 1 year beginning Jan 1; 1 member from the Planning Commission for a 1 year term beginning May 1; and a member or members to fill expiring citizen member terms, for a term of three (3) years beginning Jan 1. Oath of Office Required.

Northwestern Regional Juvenile Detention Center Commission 4 Yr

| | | | | | |
|-------|-------|-------------------|-----------|------------|------------|
| Wyatt | Jimmy | Millwood District | 1/15/2013 | 12/20/2016 | 10/17/2000 |
|-------|-------|-------------------|-----------|------------|------------|

1 Clarke County Member; 4-year term

Old Dominion Alcohol Safety Action Policy Board & Division of Court Services 3 Yr

| | | | | | |
|-------|---------|---------|------------|------------|-----------|
| Roper | Anthony | Sheriff | 11/19/2013 | 12/31/2016 | 6/18/2013 |
|-------|---------|---------|------------|------------|-----------|

Complete unexpired term of Jerry Johnson

1 Clarke County Member

| | <i>Appt Date</i> | <i>Exp Date</i> | <i>Orig Appt Date:</i> |
|---|------------------|-----------------|------------------------|
| Old Dominion Community Criminal Justice Board | 3 Yr | | |
| Roper Anthony Sheriff | 11/19/2013 | 12/31/2016 | 6/18/2013 |
| Complete unexpired term of Jerry Johnson | | | |
| 1 Clarke County Member | | | |

| | | | |
|-----------------------------------|-----------|------------|-----------|
| Parks & Recreation Advisory Board | 4 Yr | | |
| Heflin Dennis White Post District | 1/15/2013 | 12/31/2016 | 9/16/2008 |

(9) voting members on the Advisory Board. Six (6) members shall be appointed by the BOS to represent the 5 voting districts and 1 at large. The Superintendent of Schools or their designee shall serve on the Advisory Board. The Town Councils for Berryville, Boyce shall each appoint a representative to serve on the Advisory Board. The BOS shall also designate 1 member of the BOS to serve as a non-voting liaison to the Advisory Board. The Advisory Board will accept applications from high-school aged Clarke County residents and each year appoint two (2) to serve as non-voting members.

| | | | |
|---------------------------------|-----------|------------|------------|
| Lichliter Gary Russell District | 1/15/2013 | 12/31/2016 | 11/18/1997 |
|---------------------------------|-----------|------------|------------|

(9) voting members on the Advisory Board. Six (6) members shall be appointed by the BOS to represent the 5 voting districts and 1 at large. The Superintendent of Schools or their designee shall serve on the Advisory Board. The Town Councils for Berryville, Boyce shall each appoint a representative to serve on the Advisory Board. The BOS shall also designate 1 member of the BOS to serve as a non-voting liaison to the Advisory Board. The Advisory Board will accept applications from high-school aged Clarke County residents and each year appoint two (2) to serve as non-voting members.

Clarke County Committee Listing

| | | | <i>Appt Date</i> | <i>Exp Date</i> |
|--|------------|--|------------------|-----------------|
| <i>Agricultural & Forestal District Advisory Committee</i> | | | | 6 Yr |
| Buckley | Samuel | Landowner/Producer | 8/18/2015 | 7/15/2021 |
| Childs | Corey | Landowner | 8/18/2015 | 7/15/2021 |
| Day | Emily | Landowner/Producer | 8/18/2015 | 7/15/2021 |
| Dorsey | Tupper | Landowner/Producer | 8/18/2015 | 7/15/2021 |
| Gordon | Carolyn | Landowner | 8/18/2015 | 7/15/2021 |
| Haynes | Carole | Landowner | 9/15/2015 | 7/15/2021 |
| McKay | Beverly B. | BoS - Appointed Member | 8/18/2015 | 7/15/2021 |
| Peake | Donna | Commissioner of the Revenue | 8/18/2015 | 7/15/2021 |
| Shenk | Philip | Landowner/Producer | 8/18/2015 | 7/15/2021 |
| <i>Barns of Rose Hill Board of Directors</i> | | | | 3 Yr |
| Cammack | Thomas | | 1/19/2016 | 12/31/2018 |
| <i>BCCGC Joint Building Committee</i> | | | | Open-End |
| Ash | David L. | County Administrator | | |
| Dalton | Keith | Berryville Town Manager | | |
| Kitselman | Allen | Berryville Town Council Representative | | |
| McKay | Beverly B. | BoS - Appointed Member | 1/11/2016 | 12/31/2016 |
| <i>Berryville Area Development Authority</i> | | | | 3 Yr |
| Mackay-Smith | Wingate E. | White Post District | 4/1/2015 | 7/18/2016 |
| Ohrstrom, II | George | Russell District | 3/15/2016 | 3/31/2019 |
| Smart | Kathy | White Post District | 1/23/2014 | 3/31/2017 |
| <i>Berryville/Clarke County Joint Committee for Economic Development and Tourism</i> | | | | Ongoing |
| Arnold, Jr. | Harry Lee | BTC - Appointed Member | | |
| Ash | David L. | County Administrator | 1/11/2016 | 12/31/2016 |
| Capelli | Len | Director of Economic Development | 4/14/2015 | |
| Dunkle | Christy | Staff Representative - Town | | |
| Stidham | Brandon | Staff Representative - County | 5/20/2014 | |
| Weiss | David S. | BoS - Appointed Member | 1/11/2016 | 12/31/2016 |
| <i>Board of Septic & Well Appeals</i> | | | | 4 Yr |
| Blatz | Joseph | White Post District; Citizen Member | 1/19/2016 | 2/15/2020 |
| Caldwell | Anne | Millwood District; Planning Commission; Vice Chair - Alternate | 1/8/2016 | 12/31/2016 |
| Daniel | Mary L.C. | BoS - Alternate | 1/11/2016 | 12/31/2016 |
| McKay | Beverly B. | BoS - Vice Chair Appointed Member | 1/11/2016 | 12/31/2016 |
| Ohrstrom, II | George | Russell District; Planning Commission Chair | 1/8/2015 | 12/31/2016 |

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| | | | <i>Appt Date</i> | <i>Exp Date</i> |
|--|-------------|---------------------------------------|------------------|-----------------|
| <i>Board of Social Services</i> | | | | 4 Yr |
| Brown | Dwight | Berryville District | 4/16/2013 | 9/20/2016 |
| Byrd | Barbara J. | BoS - Appointed Member | 1/11/2016 | 12/31/2016 |
| Ferrebee | Robert | Millwood District | 4/16/2013 | 7/15/2016 |
| Gray | Lynn | Berryville District | 6/17/2014 | 7/15/2018 |
| Pierce | Edwin Ralph | Berryville District | 11/18/2014 | 7/15/2018 |
| <i>Board of Supervisors</i> | | | | 4 Yr |
| Byrd | Barbara J. | Russell District | 1/1/2016 | 12/31/2019 |
| Catlett | Terri T. | Millwood/Pinegrove Districts | 1/1/2016 | 12/31/2019 |
| Daniel | Mary L.C. | Berryville District | 1/1/2016 | 12/31/2019 |
| McKay | Beverly B. | White Post District, Vice Chair | 1/1/2016 | 12/31/2019 |
| Weiss | David S. | Buckmarsh/Blue Ridge Districts; Chair | 1/1/2016 | 12/31/2019 |
| <i>Board of Supervisors Finance Committee</i> | | | | 1 Yr |
| Byrd | Barbara J. | BoS - Alternate | 1/11/2016 | 12/31/2016 |
| Catlett | Terri T. | BoS - Appointed Member | 1/11/2016 | 12/31/2016 |
| McKay | Beverly B. | BoS - Alternate | 1/11/2016 | 12/31/2016 |
| Weiss | David S. | BoS - Appointed Member | 1/11/2016 | 12/31/2016 |
| <i>Board of Supervisors Personnel Committee</i> | | | | 1 Yr |
| Byrd | Barbara J. | BoS - Alternate | 1/11/2016 | 12/31/2016 |
| McKay | Beverly B. | BoS - Appointed Member | 1/11/2016 | 12/31/2016 |
| Weiss | David S. | BoS - Appointed Member | 1/11/2016 | 12/31/2016 |
| <i>Board of Zoning Appeals</i> | | | | 5 Yr |
| Borel | Alain F. | White Post District | 1/23/2014 | 2/15/2019 |
| Caldwell | Anne | Millwood District | 2/25/2015 | 2/15/2020 |
| 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 | 2/15/2016 | 2/15/2021 |
| Volk | Laurie | White Post District | 2/18/2014 | 2/15/2019 |
| <i>Building and Grounds</i> | | | | 1 Yr |
| McKay | Beverly B. | BoS - Appointed Member | 1/11/2016 | 12/31/2016 |
| Weiss | David S. | BoS - Alternate | 1/11/2016 | 12/31/2016 |
| <i>Career and Technical Education Advisory Committee</i> | | | | 1 Yr |
| McKay | Beverly B. | BoS - Appointed Member | 1/11/2016 | 12/31/2016 |
| <i>Clarke County Historic Preservation Commission</i> | | | | 4 Yr |
| Arnett | Betsy | Berryville District | 4/19/2016 | 5/31/2020 |
| Caldwell | Anne | Millwood District | 4/16/2014 | 5/31/2017 |

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| | | | <i>Appt Date</i> | <i>Exp Date</i> |
|---|-------------|--|------------------|-----------------|
| Carter | Paige | White Post District | 4/19/2016 | 5/31/2020 |
| Joyce | Jon | Buckmarsh District | 6/16/2015 | 5/31/2019 |
| Kruhm | Doug | Planning Commission Representative | 2/16/2016 | 4/30/2017 |
| Stieg, Jr. | Robert | Millwood District | 6/17/2014 | 5/31/2018 |
| Teetor | Alison | Staff Representative | | |
| York | Robert | White Post District | 6/18/2013 | 5/31/2017 |
| <i>Clarke County Humane Foundation</i> | | | | <i>1 Yr</i> |
| Byrd | Barbara J. | BoS - Liaison | 1/11/2016 | 12/31/2016 |
| <i>Clarke County Library Advisory Council</i> | | | | <i>4 Yr</i> |
| Al-Khalili | Adeela | Buckmarsh District | 3/17/2015 | 4/15/2019 |
| Bogert | Aubrey | White Post District | 9/20/2016 | 4/15/2018 |
| Curran | Christopher | Buckmarsh District | 4/16/2013 | 4/15/2017 |
| Daisley | Shelley | Russell District | 5/17/2016 | 4/15/2020 |
| Daniel | Mary L.C. | BoS - Liaison | 1/11/2016 | 12/31/2016 |
| Foster | Nancy | Russell District | 4/19/2016 | 4/15/2020 |
| Holscher | Dirck | Russell District | 4/16/2013 | 4/15/2017 |
| Kalbian | Maral | Millwood District | 2/17/2015 | 4/15/2019 |
| White | Kenlynne | Berryville District | 7/15/2014 | 4/15/2017 |
| Zinman | Maxine | Russell District | 3/17/2015 | 4/15/2019 |
| <i>Clarke County Litter Committee</i> | | | | <i>1 Yr</i> |
| Byrd | Barbara J. | BoS - Liaison | 1/11/2016 | 12/31/2016 |
| <i>Clarke County Planning Commission</i> | | | | <i>4 Yr</i> |
| Bouffault | Robina Rich | White Post / Greenway District | 3/15/2016 | 4/30/2020 |
| Buckley | Randy | White Post District | 1/23/2014 | 4/30/2018 |
| Byrd | Barbara J. | BoS - Alternate | 1/11/2016 | 12/31/2016 |
| Caldwell | Anne | Millwood / Chapel District; Vice Chair | 4/16/2013 | 4/30/2017 |
| Daniel | Mary L.C. | BoS - Appointed Member | 1/11/2016 | 12/31/2016 |
| Kreider | Scott | Buckmarsh / Battletown District | 3/15/2016 | 4/30/2020 |
| Kruhm | Doug | Buckmarsh / Battletown District | 3/18/2014 | 4/30/2018 |
| Lee | Francis | Berryville District | 5/20/2014 | 4/30/2018 |
| Malone | Gwendolyn | Berryville District | 3/15/2016 | 4/30/2020 |
| Nelson | Clifford | Russell / Longmarsh District | 4/16/2013 | 4/30/2017 |
| Ohrstrom, II | George | Russell District; Chair | 3/17/2015 | 4/30/2019 |
| Stidham | Brandon | Staff Representative | 4/30/2012 | |
| Turkel | Jon | Millwood / Chapel District | 3/17/2015 | 4/30/2019 |
| <i>Clarke County Sanitary Authority</i> | | | | <i>4 Yr</i> |
| DeArment | Roderick | White Post District, Chair | 6/25/2015 | 1/5/2017 |
| Dunning, Jr. | A.R. | White Post District, Treasurer/Secretary | 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 |
| McKay | Beverly B. | BoS - Liaison | 1/11/2016 | 12/31/2016 |
| Myer | Joseph | Town of Boyce | 11/17/2015 | 1/5/2020 |
| Welliver | Ralph | Berryville District | 7/19/2016 | 6/30/2020 |
| <i>Conservation Easement Authority</i> | | | | <i>3 Yr</i> |
| Buckley | Randy | White Post District | 11/19/2013 | 12/31/2016 |
| Byrd | Barbara J. | BoS - Appointed Member | 1/11/2016 | 12/31/2016 |
| Engel | Peter | White Post District | 11/17/2015 | 12/31/2018 |
| Jones | Michelle | Millwood / Pine Grove District | 2/18/2014 | 12/31/2016 |
| Ohrstrom, II | George | Russell District; Planning Commission Representative | 3/15/2016 | 4/30/2019 |
| Teetor | Alison | Staff Representative | | |
| Thomas | Walker | Buckmarsh District | 11/17/2015 | 12/31/2018 |
| Wallace | Laure | Millwood District | 11/19/2013 | 12/31/2016 |
| <i>Constitutional Officer</i> | | | | |
| Butts | Helen | Clerk of the Circuit Court | 1/1/2016 | 12/31/2023 |
| Keeler | Sharon | Treasurer | 1/1/2016 | 12/31/2019 |
| Mackall | Suzanne | Commonwealth Attorney | 1/1/2016 | 12/31/2019 |
| Peake | Donna | Commissioner of the Revenue | 1/1/2016 | 12/31/2019 |
| Roper | Anthony | Sheriff | 1/1/2016 | 12/31/2019 |
| <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 | 12/16/2014 | 12/31/2018 |
| Dunkle | Christy | Town of Berryville Representative | 1/1/2016 | 12/31/2019 |
| Kraybill | Christina | Berryville District, Business Owner | 11/18/2014 | 12/31/2017 |
| Milleson | John R. | Banking, Finance | 12/16/2014 | 12/31/2018 |
| Myer | Dr. Eric | Agriculture Rep, Business Owner | 12/16/2014 | 12/31/2018 |
| Pritchard | Elizabeth | Hospitality Industry | 8/16/2016 | 8/31/2020 |
| Weiss | David S. | BoS - Appointed Member | 1/11/2016 | 12/31/2016 |
| <i>Fire & EMS Commission</i> | | | | |
| Armacost, Jr. | Van | Volunteer Association / Fire Issues / John H. Enders VFC | 11/17/2015 | 8/31/2017 |
| Conrad | Bryan H. | Citizen-at-large | 9/1/2015 | 8/31/2019 |
| Davis | Frank | Staff Representative | 9/1/2014 | |
| Hoff | Matt | Volunteer Association / EMS Issues / Boyce VFC | 11/17/2015 | 8/31/2016 |

| | | | <i>Appt Date</i> | <i>Exp Date</i> |
|--|------------|---|------------------|-----------------|
| Leffel | Elizabeth | Chair; Citizen-at-large | 9/1/2014 | 8/31/2016 |
| Roper | Anthony | Sheriff | 1/1/2016 | 12/31/2019 |
| Wallace | Laure | Citizen-at-large | 9/1/2014 | 8/31/2017 |
| Weiss | David S. | BoS - Representative | 1/11/2016 | 12/31/2016 |
| <i>Handley Regional Library Board</i> | | | | <i>4 Yr</i> |
| Myer | Tamara | Town of Boyce | 8/20/2013 | 11/30/2017 |
| <i>Industrial Development Authority of the Clarke County, Virginia</i> | | | | <i>4 Yr</i> |
| Cochran | Mark | Buckmarsh District; Vice Chair 2016 | 9/17/2013 | 10/30/2017 |
| Ferrell | Brian | Buckmarsh District | 6/21/2016 | 10/30/2019 |
| Frederickson | Allan | White Post District; Secretary / Treasurer 2016 | 9/17/2013 | 10/30/2017 |
| Jones | Paul | Russell District | 3/15/2016 | 10/30/2019 |
| Juday | David | Russell District; Chair 2016 | 10/21/2014 | 10/30/2018 |
| Koontz | English | Buckmarsh District | 6/16/2015 | 10/30/2018 |
| Pierce | Rodney | Buckmarsh District | 8/19/2008 | 10/30/2016 |
| Weiss | David S. | BoS - Liaison | 1/11/2016 | 12/31/2016 |
| <i>Joint Administrative Services Board</i> | | | | <i>Open-End</i> |
| Ash | David L. | County Administrator | 12/22/1993 | |
| Bishop | Chuck | School Superintendent | 7/1/2014 | |
| Judge | Tom | Staff Representative | 2/14/1994 | |
| Keeler | Sharon | Treasurer | 3/12/2005 | |
| McKay | Beverly B. | BoS - Alternate | 1/11/2016 | 12/31/2016 |
| Schutte | Charles | School Board Representative | 1/8/2012 | |
| Weiss | David S. | BoS - Appointed Member | 1/11/2016 | 12/31/2016 |
| <i>Legislative Liaison and High Growth Coalition</i> | | | | <i>1 Yr</i> |
| Daniel | Mary L.C. | BoS - Liaison | 1/11/2016 | 12/31/2016 |
| <i>Lord Fairfax Community College Board</i> | | | | <i>4 Yr</i> |
| Daniel | William | Berryville District | 7/19/2016 | 6/30/2020 |
| <i>Lord Fairfax Emergency Medical Services Council</i> | | | | <i>3 Yr</i> |
| Burns | Jason | Career Representative; Buckmarsh District | 4/21/2015 | 6/30/2018 |
| Conrad | Bryan H. | Volunteer Representative; White Post District | 6/17/2014 | 6/30/2017 |
| Stidham | Angela | Medical Professional; White Post District | 7/19/2016 | 6/30/2019 |
| <i>Northern Shenandoah Valley Regional Commission</i> | | | | <i>1 Yr</i> |
| Daniel | Mary L.C. | BoS - Alternate | 1/11/2016 | 12/31/2016 |
| McKay | Beverly B. | BoS - Appointed Member | 1/11/2016 | 12/31/2016 |

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| | | | <i>Appt Date</i> | <i>Exp Date</i> |
|---|------------|--|------------------|-----------------|
| Stidham | Brandon | Citizen Representative [Planning Director] | 4/19/2016 | 1/31/2019 |
| <i>Northwest Regional Adult Drug Treatment Court Advisory Committee</i> | | | | <i>Open End</i> |
| Byrd | Barbara J. | Russell District | 5/17/2016 | |
| <i>Northwestern Community Services Board</i> | | | | <i>4 Yr</i> |
| Brown | Audrey | White Post District | 11/17/2015 | 12/31/2017 |
| Harris | Celie | Millwood District | 11/17/2015 | 12/31/2018 |
| <i>Northwestern Regional Jail Authority</i> | | | | <i>1 Yr</i> |
| Ash | David L. | BoS - Appointed Member | 1/11/2016 | 12/31/2016 |
| Byrd | Barbara J. | BoS - Liaison - Alternate | 1/11/2016 | 12/31/2016 |
| Roper | Anthony | Sheriff | 1/1/2016 | 12/31/2019 |
| Wyatt | Jimmy | Millwood District | 11/17/2015 | 12/31/2019 |
| <i>Northwestern Regional Juvenile Detention Center Commission</i> | | | | <i>1 Yr</i> |
| Byrd | Barbara J. | BoS - Liaison | 1/11/2016 | 12/31/2016 |
| Wyatt | Jimmy | Millwood District | 1/15/2013 | 12/20/2016 |
| <i>Old Dominion Alcohol Safety Action Policy Board & Division of Court Services</i> | | | | <i>3 Yr</i> |
| Roper | Anthony | Sheriff | 11/19/2013 | 12/31/2016 |
| <i>Old Dominion Community Criminal Justice Board</i> | | | | <i>3 Yr</i> |
| Roper | Anthony | Sheriff | 11/19/2013 | 12/31/2016 |
| <i>Our Health</i> | | | | <i>3 Yr</i> |
| Shipe | Diane | Buckmarsh District | 7/19/2016 | 3/15/2019 |
| <i>Parks & Recreation Advisory Board</i> | | | | <i>1 Yr</i> |
| Catlett | Terri T. | BoS - Liaison | 1/11/2016 | 12/31/2016 |
| Heflin | Dennis | White Post District | 1/15/2013 | 12/31/2016 |
| Huff | Ronnie | Town of Berryville Representative | 1/1/2016 | 12/31/2019 |
| Jones | Paul | Russell District; At Large | 12/16/2014 | 12/31/2018 |
| Lichliter | Gary | Russell District | 1/15/2013 | 12/31/2016 |
| Rhodes | Emily | Buckmarsh District | 11/17/2015 | 12/31/2019 |
| Sheetz | Daniel A. | Berryville District | 11/19/2013 | 12/31/2017 |
| Smith | Tracy | Millwood District | 3/15/2016 | 12/31/2017 |
| Trenary | Randy | School Superintendent Designee | 10/24/2013 | |
| Wisecarver | Steve | Appointed by Town of Boyce | 11/5/2013 | 12/31/2017 |
| <i>People Inc. of Virginia</i> | | | | <i>3 Yr</i> |
| Hillerson | Coleen | Clarke County Rep Board of Directors | 8/16/2016 | 7/31/2019 |
| <i>Regional Airport Authority</i> | | | | <i>1 Yr</i> |

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| | | | <i>Appt Date</i> | <i>Exp Date</i> |
|---|-------------|---|------------------|-----------------|
| Ash | David L. | BoS - Alternate | 1/11/2016 | 12/31/2016 |
| Crawford | John | Buckmarsh District | 7/19/2016 | 6/30/2020 |
| McKay | Beverly B. | BoS - Alternate | 1/11/2016 | 12/31/2016 |
| <i>Shenandoah Area Agency on Aging, Inc.</i> | | | | 4 Yr |
| Bouffault | Robina Rich | White Post District | 10/21/2014 | 9/30/2018 |
| <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 | Buckmarsh District | 9/17/2013 | 6/30/2017 |
| <i>Towns and Villages: Berryville</i> | | | | 1 Yr |
| Byrd | Barbara J. | BoS - Liaison | 1/11/2016 | 12/31/2016 |
| Daniel | Mary L.C. | BoS - Liaison - Alternate | 1/11/2016 | 12/31/2016 |
| <i>Towns and Villages: Boyce</i> | | | | 1 Yr |
| Catlett | Terri T. | BoS - Liaison | 1/11/2016 | 12/31/2016 |
| McKay | Beverly B. | BoS - Liaison | 1/11/2016 | 12/31/2016 |
| <i>Towns and Villages: Millwood</i> | | | | 1 Yr |
| Catlett | Terri T. | BoS - Liaison | 1/11/2016 | 12/31/2016 |
| <i>Towns and Villages: Pine Grove</i> | | | | 1 Yr |
| Catlett | Terri T. | Bos - Liaison | 1/11/2016 | 12/31/2016 |
| Weiss | David S. | BoS - Liaison | 1/11/2016 | 12/31/2016 |
| <i>Towns and Villages: White Post</i> | | | | 1 Yr |
| McKay | Beverly B. | Bos - Liaison | 1/11/2016 | 12/31/2016 |



Board of Supervisors Work Session Agenda

Berryville/Clarke County Government Center, 2nd Floor
101 Chalmers Court, Berryville, Virginia 22611

Tuesday, October 11, 2016 10:00 AM

| Item No. | Description |
|----------|-------------|
|----------|-------------|

- A. §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.
- 1) Continued Discussion of Soechtig Appeal
 - 2) Shenandoah Farms Sanitary District
 - 3) FY2016 Audit Issue

Supervisor Daniel moved to convene into Closed Session pursuant to §2.2-3711-A7. The motion carried as follows:

| | |
|------------------|-------|
| Barbara J. Byrd | - Aye |
| Terri T. Catlett | - Aye |
| Mary L.C. Daniel | - Aye |
| Beverly B. McKay | - 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, **Supervisor Daniel moved to reconvene in open session. The motion carried as follows:**

| | |
|------------------|-------|
| Barbara J. Byrd | - Aye |
| Terri T. Catlett | - Aye |
| Mary L.C. Daniel | - Aye |
| Beverly B. McKay | - Aye |
| David S. Weiss | - Aye |

Supervisor Daniel 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 |
| Terri T. Catlett | - | Aye |
| Mary L.C. Daniel | - | Aye |
| Beverly B. McKay | - | Aye |
| David S. Weiss | - | Aye |

The Board took no action on matters discussed in Closed Session.

E. SCOTT SMALLEY
ATTORNEY AT LAW

16 NORTH CHURCH STREET
BERRYVILLE, VIRGINIA 22611

TELEPHONE (540) 955-2123
FAX (540) 955-1804
PLEASE REPLY TO: P.O. BOX 644

September 16, 2016

Mr. Ryan Fincham
Clarke County
Senior Planner & Zoning Administrator
101 Chalmers Court, Suite B
Berryville, Virginia 22611

RE: Appeal of the Board of Septic and Well Appeals Decision;
Owners and Applicants: Steven A. Soechtig and Barbara M. Soechtig
Property: Lot No. 23, containing 1.575 acres
Paris Heights, Section "B" Subdivision,
Clarke County, Virginia.

Dear Ryan:

I represent the above owners and applicants.

My clients acquired the above property by deed dated April 3, 1969, recorded April 10, 1969 from Chapel Investments Co. of record in the Clarke County land records in Deed Book 83 at Page 648.

At our meeting on August 17, 2016 with Stephen White, Soil Scientist with Greenway Engineering, Inc., who did the soil work for the septic drainfield application for this property, Stephen White opined that if the alleged spring in question were not located on this property that he believes he could, under current regulations, obtain a septic drainfield permit for a 3 to 4 bedroom conventional system. This means that from the date of acquisition in 1969 to 2004 when the current definition of spring, as currently interpreted by the County Zoning Administrator, was adopted, my clients could have constructed a 3 to 4 bedroom home on this lot, which residential use is the only economic viable use of this property. It further means that the soils on this lot, in this drainfield location are not in issue but, the spring definition, as interpreted by the Zoning Administrator, and the constitutional issues surrounding the application of that definition are in issue.

For purposes of this appeal and action on this appeal by the Board of Supervisors, I am not going to discuss the definition of spring and the Zoning Administrator's interpretation of that definition. I am letting my client, Steven A. Soechtig, address that issue at the public hearing on September 20, 2016.

Further, I believe we all understand the concept that government action in the instant case should only be asserted in order to protect the public health and safety and if the government action in protection of the public health and safety does not significantly advance the alleged threat to the public health and safety and the action is greater than is

Mr. Ryan Fincham
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necessary to achieve the health and safety purposes then, that government action can interfere with constitutionally protected property rights.

What I would like now to address is a framework that would address the public health and safety concerns for the Soechtig's lot of record and also would allow residential development on the Soechtig's lot.

I enclose a letter to me dated September 15, 2016 from Stephen White, AOSE, LPSS of Greenway Engineering, Inc. This letter discusses the setback requirements from a spring under state regulations and adjacent and nearby counties. It also references the TL3 alternative system and regulations for same that he is recommending for the septic drainfield in question and references that the drainfield is located as far from the spring, as is feasible.

This letter further sets forth that based on the quality of the soils (no "limiting features") in the 4 test pits, the depth of the soils without finding any limiting features, the high level of pretreatment of effluent required by a TL3 alternative system and the fact that the drainfield is sited as far from the spring, as is feasible, that there is no risk to the public health and that any further study of this site is not required (resistivity testing in this instance would add no new recommendations). Thus, a setback of 500 feet from the spring is excessive, is overkill and serves no public purpose.

I attach the Virginia Administrative Code Regulations for Alternative Onsite Sewage Systems adopted December 7, 2011. I note that there has been no update to the Septic Ordinance setback from spring requirement since the date of adoption of these regulations. Further, there has been no study done by the County to justify the setback from spring requirement for alternative systems since that date of adoption. The lack of study done by the County to justify its setback requirement for alternative systems as well as Clarke County's setback requirement as compared to state and other jurisdiction's requirements further indicates the arbitrariness of Clarke County's setback from springs requirement for alternative systems in nonKarst geologic areas.

We believe now that alternative systems are permitted and with the greater depth of soils with no limiting features required by Clarke County, that a setback from an undeveloped spring in this nonKarst geology is not required, and the current ordinance, in this instant case, is obsolete. However, if the Board of Supervisors will not exempt this case from the spring setback requirement in the Septic Ordinance, based on the above, we request that the Septic Ordinance be amended as follows and that this application be approved based on the following amendment to the Septic Ordinance:

Mr. Ryan Fincham
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For any application for a sewage disposal system for a lot of record as of the date of adoption of this amendment where the system will be located within 500 feet of a spring, the applicant or the applicant's agent shall file a detailed narrative report on the site, site conditions and design of the septic system including a listing of recommendations to mitigate any potential degradation of and effect on the groundwater. Further, the drainfield shall be sited on the lot so as to be located as far from the spring, as is feasible. The County's designated agent shall review the report and approve or disapprove the application based on the findings and recommendations of the report, including the siting of the drainfield. Any denial shall be in writing and shall reference what are the negative impacts on groundwater not addressed by the applicant. The applicant shall have the right of appeal of any such denial to the Board of Septic Appeals.

Please let me know if you or members of the Board of Supervisors have any questions or comments or would like to discuss the matter in further detail.

Sincerely yours,



E. Scott Smalley

enclosures/w

cc: Mr. and Mrs. Soechtig
Robert T. Mitchell, Jr., Esq.



151 Windy Hill Lane
Winchester, VA 22602

September 15, 2016

E. Scott Smalley, Esq.
16 North Church Street
P.O. Box 644
Berryville, VA 22611

Re: Paris Heights Subdivision, Section B, Lot 23 – Tax Map 40A-1-23
Steven and Barbara Soechtig - Property Owners

Dear Scott:

As part of our meeting on August 17, 2016, we discussed the setback requirements from septic systems (drainfields) to springs. Chapter 143 of the Clarke County Code, which is the Septic Ordinance (the ordinance), requires a 500 foot separation from a spring to a soil treatment area, when the spring is lower in elevation. For comparison, I have researched the requirements from a spring to a septic system as outlined in the state regulations and other nearby counties.

The Virginia Department of Health's (VDH) Sewage Handling and Disposal Regulations (SHDR) only require a setback if the spring is "developed". Table 4.2 of the SHDR requires a 100 foot separation if the "developed" spring is upslope of the drainfield and 200 feet if the spring is downslope. The regulations do not define "developed spring". My understanding of the phrase "developed" would be to indicate that the spring has been altered to be used as a source for water consumption. Commonly a concrete box or structure is placed in or around the spring, along with a holding tank and/or pump. Since the regulations do not discuss undeveloped springs, there is no setback from a drainfield to an undeveloped spring.

Loudoun County requires the same setbacks as outlined above in the SHDR, except when in the Limestone Overlay District. When the property is located in the Limestone Overlay District, the code requires "(1) one hundred (100) feet from a spring, measured from the first emergence of the spring or (2) two hundred (200) feet from a spring when the first emergence of the spring is on a slope greater than 15% and is downslope from the proposed sewage disposal system. However, for a lot of record existing on February 17, 2010, an individual sewage disposal system for a principal residential structure may be permitted within the setback if it is constructed in compliance with all recommendations of a geophysical study conducted for such site, and such drainfield is sited on the lot so as to be located as far from the Spring, as is feasible." This regulation is found in Chapter 1066.11 of the Loudoun County Code,

Engineers Surveyors Planners Environmental Scientists Laboratory
Telephone 540-662-4185 Fax 540-722-9528
www.greenwayeng.com

referencing Private Sewage Disposal Systems. I have attached the section of code for reference. The Soechtig's property is not located in karst or limestone geology.

Frederick and Shenandoah Counties do not have any local ordinances that require additional setbacks from springs to drainfields above the requirements of the SHDR as outlined above.

It is also important to note that the drainfield for the property is proposed as a TL3 alternative onsite sewage system (AOSS). A TL3 system requires a high level of pre-treatment of the wastewater. This means that the wastewater will be treated to an approved level prior to going into the disposal area. These systems also require a compliance sample and an annual maintenance and monitoring inspection from a licensed operator. This type of system is a benefit since the wastewater is treated prior to entering the soil. The AOSS regulations also require "a 50% reduction of Total Nitrogen as compared to a conventional gravity drainfield system." The AOSS regulations were implemented after Clarke County began allowing alternative systems. It could be suggested that alternative systems require less of a setback than conventional systems because the quality of the effluent is "cleaner" and these systems are to be inspected annually through the maintenance and monitoring requirement outlined in the AOSS regulations.

There were 4 test pits evaluated within the proposed drainfield area. The 4 test pits did not show any "limiting features", as defined in the ordinance, down to 41 inches. The soils evaluated in the test pits are very good soils for drainfield disposal. The drainfield trenches are proposed to be installed at 15 inches, which indicated that there is at least 26 inches of suitable soil for the treated wastewater to filter through. The ordinance only requires 18 inches of suitable soil below the trench bottom. If the test pits were excavated deeper, it is reasonable to assume that the suitable soil might extend deeper than 41 inches.

The proposed septic system is 167.9 feet from the spring. This is as far from the spring as could be feasibly obtained. Representatives of the Clarke County Health Department made a site visit on November 13, 2015 to review the soil and location of the proposed septic system. It was determined that the soil and proposed septic system location meets all state and county regulations, with exception of the spring setback.

In the meeting, we also discussed the requirements of the electrical resistivity (ER) testing. In Clarke, this is only required in the limestone and karst areas of the county. This property is not located in the karst area and is in a different physiographic province than the karst areas. I am not aware of any jurisdiction that requires the ER test for drainfields in non-karst areas. I do not believe that this test is necessary in non-karst areas.

In summary, the proposed drainfield area meets all VDH state regulations. The proposed drainfield area meets all Clarke County regulations, except for the 500 foot spring setback. In comparison to the Loudoun County spring to drainfield setback distance, the proposed drainfield location meets the Loudoun County regulation. The soil evaluation showed very suitable soils for drainfield disposal. The proposed drainfield is as far from the spring as feasible. The drainfield system is proposed as a TL3 alternative system with the 50% Total Nitrogen reduction requirement as outlined in the AOSS regulations. It is my professional opinion that it is unlikely that the septic system as described above, if permitted, installed, and maintained in accordance with all regulations, would pose a public health risk with regards to the distance to the spring.

Please let me know if anything else is needed.

Sincerely,



Stephen White, AOSE, LPSS
Greenway Engineering, Inc.

Cc: Steven and Barbara Soechtig Property Owners – via email

Attachments: Loudoun County Code Chapter 1066 – Private Sewage Disposal System
Regulations

September 16, 2016

Mr. Ryan Fincham
Senior Planner & Zoning Administrator
101 Chalmers Court, Suite B
Berryville, Virginia 22611

RE: Appeal of the Board of Septic and Well Appeals Decision;
Owners and Applicants: Steven A. Soechtig and Barbara M. Soechtig
Property: Lot No. 23, containing 1.575 acres
Paris Heights, Section "B" Subdivision,
Clarke County, Virginia.

Dear Ryan:

I represent the above owners and applicants.

My clients acquired the above property by deed dated April 3, 1969, recorded April 10, 1969 from Chapel Investments Co. of record in the Clarke County land records in Deed Book 83 at Page 648.

At our meeting on August 17, 2016 with Stephen White, Soil Scientist with Greenway Engineering, Inc., who did the soil work for the septic drainfield application for this property, Stephen White opined that if the alleged spring in question were not located on this property that he believes he could, under current regulations, obtain a septic drainfield permit for a 3 to 4 bedroom conventional system. This means that from the date of acquisition in 1969 to 2004 when the current definition of spring, as currently interpreted by the County Zoning Administrator, was adopted, my clients could have constructed a 3 to 4 bedroom home on this lot, which residential use is the only economic viable use of this property. It further means that the soils on this lot, in this drainfield location are not in issue but, the spring definition, as interpreted by the Zoning Administrator, and the constitutional issues surrounding the application of that definition are in issue.

For purposes of this appeal and action on this appeal by the Board of Supervisors, I am not going to discuss the definition of spring and the Zoning Administrator's interpretation of that definition. I am letting my client, Steven A. Soechtig, address that issue at the public hearing on September 20, 2016.

Further, I believe we all understand the concept that government action in the instant case should only be asserted in order to protect the public health and safety and if the government action in protection of the public health and safety does not significantly advance the alleged threat to the public health and safety and the action is greater than is

Mr. Ryan Fincham
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necessary to achieve the health and safety purposes then, that government action can interfere with constitutionally protected property rights.

What I would like now to address is a framework that would address the public health and safety concerns for the Soechtig's lot of record and also would allow residential development on the Soechtig's lot.

I enclose a letter to me dated September 15, 2016 from Stephen White, AOSE, LPSS of Greenway Engineering, Inc. This letter discusses the setback requirements from a spring under state regulations and adjacent and nearby counties. It also references the TL3 alternative system and regulations for same that he is recommending for the septic drainfield in question and references that the drainfield is located as far from the spring, as is feasible.

This letter further sets forth that based on the quality of the soils (no "limiting features") in the 4 test pits, the depth of the soils without finding any limiting features, the high level of pretreatment of effluent required by a TL3 alternative system and the fact that the drainfield is sited as far from the spring, as is feasible, that there is no risk to the public health and that any further study of this site (resistivity testing in this instance would add no new recommendations is not required). Thus, a setback of 500 feet from the spring is excessive, is overkill and serves no public purpose.

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We believe now that alternative systems are permitted and with the greater depth of soils with no limiting features required by Clarke County, that a setback from an undeveloped spring in this nonKarst geology is not required, and the current ordinance, in this instant case, is obsolete for not having revised the setback for alternative systems. However, if the Board of Supervisors will not exempt this case from the spring setback requirement in the Septic Ordinance, based on the above, we request that the Septic Ordinance be amended as follows and that this application be approved based on the following amendment to the Septic Ordinance:

Mr. Ryan Fincham
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Please let me know if you or members of the Board of Supervisors have any questions or comments or would like to discuss the matter in further detail.

Sincerely yours,

E. Scott Smalley

enclosures/w

cc: Mr. and Mrs. Soechtig
Robert T. Mitchell, Jr., Esq.

REGULATIONS FOR ALTERNATIVE ONSITE SEWAGE SYSTEMS

12 VAC 5-613-10 et seq.

December 7, 2011

Part I

General

12VAC5-613-10. Definitions.

The following words and terms used in this chapter shall have the following meanings. Terms not defined in this chapter shall have the meanings prescribed in Chapter 6 (§ 32.1-163 et seq.) of Title 32.1 of the Code of Virginia or in 12VAC5-610 unless the plain reading of the language requires a different meaning.

"Alternative onsite sewage system," "AOSS," or "alternative onsite system" means a treatment works that is not a conventional onsite sewage system and does not result in a point source discharge.

"Best management practice" means a conservation or pollution control practice approved by the division, such as wastewater treatment units, shallow effluent dispersal fields, saturated or unsaturated soil zones, or vegetated buffers, that manages nutrient losses or other potential pollutant sources to minimize pollution of water resources.

"Biochemical oxygen demand, five-day" or "BOD₅" means the quantitative measure of the amount of oxygen consumed by bacteria while stabilizing, digesting, or treating biodegradable organic matter under aerobic conditions over a five-day incubation period; BOD₅ is expressed in milligrams per liter (mg/l).

"Board" means the State Board of Health.

"Chesapeake Bay Watershed" means the following Virginia river basins: Potomac River Basin (see 9VAC25-260-390 and 9VAC25-260-400), James River Basin (see 9VAC25-260-410, 9VAC25-260-415, 9VAC25-260-420, and 9VAC25-260-430), Rappahannock River Basin (see 9VAC25-260-440), Chesapeake Bay and small coastal basins (see 9VAC25-260-520, Section 2 through Section 3g), and the York River Basin (see 9VAC25-260-530).

"Conventional onsite sewage system" means a treatment works consisting of one or more septic tanks with gravity, pumped, or siphoned conveyance to a gravity distributed subsurface drainfield.

"Department" means the Virginia Department of Health.

"Direct dispersal of effluent to ground water" means less than six inches of vertical separation between the point of effluent application or the bottom of a trench or other excavation and ground water.

"Disinfection" means a process used to destroy or inactivate pathogenic microorganisms in wastewater to render them non-infectious.

"Dissolved oxygen" or "DO" means the concentration of oxygen dissolved in effluent, expressed in mg/l or as percent saturation, where saturation is the maximum amount of oxygen that can theoretically be dissolved in water at a given altitude and temperature.

"Division" means the Division of Onsite Sewage and Water Services, Environmental Engineering, and Marina Programs within the department

"Effluent" means sewage that has undergone treatment.

"General approval" means that a treatment unit has been evaluated in accordance with the requirements of this chapter and 12VAC5-610 and approved for TL-2 or TL-3 in accordance with this chapter.

"GPD/sf" means gallons per day per square foot.

"Ground water" means any water, except capillary moisture, beneath the land surface in the zone of saturation or beneath the bed of any stream, lake, reservoir, or other body of surface water wholly or partially within the boundaries of this Commonwealth, whatever the subsurface geologic structure in which such water stands, flows, percolates, or otherwise occurs. Ground water includes a seasonal or perched water table.

"High-level disinfection" means a disinfection method that results in a fecal coliform concentration less than or equal to 2.2 colonies/100 ml. Chlorine disinfection requires a minimum total residual chlorine (TRC) concentration at the end of a 30 minute contact time of 1.5 mg/l. Ultraviolet disinfection requires a minimum dose of 50,000 $\mu\text{W}\cdot\text{sec}/\text{cm}^2$. Influent turbidity to the disinfection unit shall be less than or equal to 2 Nephelometric turbidity units (NTU) on average.

"Ksat" means saturated hydraulic conductivity.

"Large AOSS" means an AOSS that serves more than three attached or detached single-family residences with a combined average daily sewage flow greater than 1,000 GPD or a structure with an average daily sewage flow in excess of 1,000 GPD.

"Limiting feature" means a feature of the soil that limits or intercepts the vertical movement of water, including seasonal, perched or permanent water table, pans, soil restrictions, and pervious or impervious bedrock.

"Local health department" means the local health department having jurisdiction over the AOSS.

"Maintenance" means performing adjustments to equipment and controls and in-kind replacement of normal wear and tear parts such as light bulbs, fuses, filters, pumps, motors, or other like components. Maintenance includes pumping the tanks or cleaning the building sewer on a periodic basis. Maintenance shall not include replacement of tanks, drainfield piping, and distribution boxes or work requiring a construction permit and an installer.

"MGD" means million gallons per day.

"MPI" means minutes per inch.

"Operate" means the act of making a decision on one's own volition to (i) place into or take out of service a unit

process or unit processes or (ii) make or cause adjustments in the operation of a unit process at a treatment works.

"Operation" means the biological, chemical, and mechanical processes of transforming sewage or wastewater to compounds or elements and water that no longer possess an adverse environmental or health impact.

"Operator" means any individual employed or contracted by any owner who is licensed or certified under Chapter 23 (§ 54.1-2300 et seq.) of Title 54.1 of the Code of Virginia as being qualified to operate, monitor and maintain an alternative onsite sewage system.

"Organic loading rate" means the biodegradable fraction of chemical oxygen demand (BOD, biodegradable fats, oils, and grease and volatile solids) delivered to a treatment component in a specified time interval expressed as mass per time or area; examples include pounds per day, pounds per cubic foot per day (pretreatment), or pounds per square foot per day (infiltrative surface or pretreatment). For a typical residential system, these regulations assume that biochemical loading (BOD₅) equals organic loading.

"Owner" means the Commonwealth or any of its political subdivisions, including sanitary districts, sanitation district commissions and authorities, or any individual, any group of individuals acting individually or as a group, or any public or private institution, corporation, company, partnership, firm, or association that owns or proposes to own a sewerage system or treatment works.

"pH" means the measure of the acid or base quality of water that is the negative log of the hydrogen ion concentration.

"Pollution" means such alteration of the physical, chemical, or biological properties of any state waters as will or is likely to create a nuisance or render such waters (i) harmful or detrimental or injurious to the public health, safety, or welfare or to the health of animals, fish, or aquatic life; (ii) unsuitable with reasonable treatment for use as present or possible future sources of public water supply; or (iii) unsuitable for recreational, commercial, industrial, agricultural, or other reasonable uses. Pollution shall include any discharge of untreated sewage into state waters.

"Point source discharge" means any discernible, confined, and discrete conveyance including, but not limited to, any pipe, ditch, channel, tunnel, conduit, well, discrete fissure, container, rolling stock, concentrated animal feeding operation, landfill leachate collection system, vessel, or other floating craft from which pollutants are or may be discharged. This term does not include return flows from irrigated agriculture or agricultural storm water run-off.

"Project area" means one or more recorded lots or a portion of a recorded lot owned by the owner of an AOSS or controlled by easement upon which an AOSS is located or that is contiguous to a soil treatment area and that is designated as such for purposes of compliance with the performance requirements of this chapter. In the case of an AOSS serving multiple dwellings, the project area may include multiple recorded lots as in a subdivision.

"Project area boundary" or "project boundary" means the physical limits of the three-dimensional length, width, and depth of the project area, whereby each dimension is identified as follows: (i) the horizontal component is the

length and width of the project area; (ii) the upper vertical limit is the ground surface in and around the AOSS; and (iii) the lower vertical limit is the limiting feature.

"Renewable operating permit" means an operation permit that expires and must be revalidated at a predetermined frequency or schedule in accordance with this chapter.

"Reportable incident" means one or more of the following: an alarm event lasting more than 24 hours; an alarm event that reoccurs; any failure to achieve one or more performance requirements; removal of solids; replacement of media; or replacement of any major component of the system including electric and electronic components, pumps, blowers, and valves. The routine cleaning of effluent filters is not a reportable incident.

"Saturated hydraulic conductivity" means a quantitative measure of a saturated soil's capacity to transmit water when subjected to a hydraulic gradient.

"Settleable solids" means a measure of the volume of suspended solids that will settle out of suspension within a specified time, expressed in milliliters per liter (ml/l).

"Sewage Handling and Disposal Regulations" means 12VAC5-610 or its successor.

"Small AOSS" means an AOSS that serves no more than three attached or detached single-family residences with a combined average flow of less than or equal to 1,000 GPD, or a structure with an average daily sewage flow of less than or equal to 1,000 GPD.

"Soil treatment area" means the physical location in the naturally occurring soil medium where final treatment and dispersal of effluent occurs.

"Standard disinfection" means a disinfection process that results in a fecal coliform concentration of less than or equal to 200 colonies/100 ml. Chlorine disinfection requires a minimum TRC concentration at the end of a 30 minute contact time of 1.0 mg/l. Influent TSS to the disinfection unit shall average 30 mg/l or less.

"Standard engineering practice" means the care, diligence, competence, and judgment that a reasonably prudent and experienced professional engineer licensed in the Commonwealth of Virginia would exercise given the circumstances, including site and soil conditions, of a particular AOSS design.

"State waters" means all water, on the surface and under the ground, wholly or partially within or bordering the Commonwealth or within its jurisdiction, including wetlands.

"Subsurface drainfield" means a system installed within the soil and designed to accommodate treated sewage from a treatment works.

"Surface waters" means: (i) all waters that are currently used, were used in the past, or may be susceptible to use in interstate or foreign commerce, including all waters that are subject to the ebb and flow of the tide; (ii) all interstate waters, including interstate wetlands; (iii) all other waters such as intrastate lakes, rivers, streams (including intermittent streams), mudflats, sandflats, wetlands, sloughs, prairie potholes, wet meadows, playa lakes, or natural

ponds and the use, degradation, or destruction of which would affect or could affect interstate or foreign commerce including any such waters: (a) that are or could be used by interstate or foreign travelers for recreational or other purposes; (b) from which fish or shellfish are or could be taken and sold in interstate or foreign commerce; or (c) that are used or could be used for industrial purposes by industries in interstate commerce; (iv) all impoundments of waters otherwise defined as surface waters under this definition; (v) tributaries of waters identified in clauses (i) through (iv) of this definition; (vi) the territorial sea; and (vii) wetlands adjacent to waters (other than water that are themselves wetlands) identified in clauses (i) through (vi) of this definition.

"Total nitrogen" or "TN" means the measure of the complete nitrogen content of wastewater including all organic, inorganic, and oxidized forms expressed in mg/l as nitrogen.

"Total residual chlorine" or "TRC" means a measurement of the combined available chlorine and the free available chlorine available in a sample after a specified contact time.

"Total suspended solids" or "TSS" means a measure of the mass of all suspended solids in a sample typically measured in milligrams per liter (mg/l).

"Treatment level 2 effluent" or "TL-2 effluent" means secondary effluent as defined in 12VAC5-610-120 that has been treated to produce BOD₅ and TSS concentrations equal to or less than 30 mg/l each.

"Treatment level 3 effluent" or "TL-3 effluent" means effluent that has been treated to produce BOD₅ and TSS concentrations equal to or less than 10 mg/l each.

"Treatment unit" or "treatment system" means a method, technique, equipment, or process other than a septic tank or septic tanks used to treat sewage to produce effluent of a specified quality before the effluent is dispersed to a soil treatment area.

"Turbidity" means a measurement of the relative clarity of effluent as a result of the presence of varying amounts of suspended organic and inorganic materials or color.

"Vertical separation" means the vertical distance between the point of effluent application to the soil or the bottom of a trench or other excavation and a limiting feature of the soil treatment area such as seasonal high ground water, bedrock, or other restriction.

"Wetlands" means those areas that are inundated or saturated by surface or ground water at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions. Wetlands generally include swamps, marshes, bogs, and similar areas .

12VAC5-613-20. Purpose and authority.

A. Pursuant to the requirements of §§ 32.1-12 , 32.1-163.6, and 32.1-164 of the Code of Virginia, the board has promulgated this chapter to:

1. Establish a program for regulating the operation and maintenance of alternative onsite sewage systems;

2. Establish performance requirements for alternative onsite sewage systems;
3. Establish horizontal setbacks for alternative onsite sewage systems that are necessary to protect public health and the environment;
4. Discharge the board's responsibility to supervise and control the safe and sanitary collection, conveyance, transportation, treatment, and disposal of sewage by onsite sewage systems and treatment works as they affect the public health and welfare;
5. Protect the quality of surface water and ground water;
6. Guide the commissioner in determining whether a permit or other authorization for an alternative onsite sewage system shall be issued or denied; and
7. Inform owners, applicants, onsite soil evaluators, system designers, and other persons of the requirements for obtaining a permit or other authorization for an AOSS.

B. The division may, as it deems necessary, develop best management practices for the purposes of recognizing acceptable methods to reduce pollution from AOSSs.

12VAC5-613-30. Applicability and scope.

A. As provided in this section, this chapter governs the design, construction, and operation of AOSSs.

B. Part II of this chapter, Performance Requirements, applies only to AOSSs with applications filed on or after December 7, 2011.

C. Any AOSS with an application filed prior to December 7, 2011, is subject to the performance requirements contained in the regulations in effect at the time the system was permitted or the performance requirements contained in the operation permit.

D. Small AOSSs designed, constructed, permitted, and operated in accordance with this chapter; the prescriptive design, location, and construction criteria of 12VAC5-610-20; and the policies and procedures of the department are presumed to comply with the ground water quality requirements of 12VAC5-613-90 A.

E. Part III of this chapter, Operation and Maintenance Requirements, shall apply to all AOSSs, including those with applications filed prior to December 7, 2011.

F. Requirements for renewable operation permits contained in this chapter shall apply only to AOSSs with applications filed on or after December 7, 2011.

G. The laboratory sampling requirements of this chapter apply only to AOSSs with applications filed on or after December 7, 2011.

H. Any AOSS with an application filed prior to December 7, 2011, is subject to the laboratory sampling requirements contained in the regulations in effect at the time the system was permitted or the sampling requirements

contained in the operation permit.

I. AOSSs designed pursuant to § 32.1-163.6 of the Code of Virginia are subject to the following requirements:

1. Performance requirements of this chapter unless waived pursuant to 12VAC5-613-210;
2. Horizontal setback requirements of this chapter;
3. Operation, maintenance, inspection, and sampling requirements of this chapter; and
4. Standard engineering practice.

J. Dispersal of treated or untreated sewage to a wetland that is subject to permitting by the Virginia Department of Environmental Quality pursuant to the requirements of Title 62.1 of the Code of Virginia is specifically excluded from this chapter.

K. Spray irrigation systems are subject to permitting by the Virginia Department of Environmental Quality and are specifically excluded from this chapter.

L. Treatment units for small AOSSs that are recognized by the department as generally approved for TL-2 or TL-3 as of December 7, 2011, shall retain such status for a period of five years from December 7, 2011, after which the units shall be evaluated pursuant to the requirements of this chapter.

M. After December 7, 2011, new applications for general approval for TL-2 or TL-3 shall be subject to the requirements of this chapter. The department may continue to evaluate any treatment unit for small AOSSs that is undergoing evaluation as of December 7, 2011, using the protocol in place on the date of application for general approval.

N. The additional nutrient requirements for AOSSs in the Chesapeake Bay watershed contained in 12VAC5-613-90 D shall take effect on December 7, 2013.

12VAC5-613-40. Relationship to other regulations.

A. This chapter is supplemental to 12VAC5-610 (Sewage Handling and Disposal Regulations).

B. All procedures pertaining to enforcement, minimum requirements for filing applications, and processing of applications, including appeals and case decisions contained in the Sewage Handling and Disposal Regulations shall apply to the permitting of AOSSs under this chapter.

C. In any case where there is a conflict between this chapter and the Sewage Handling and Disposal Regulations, this chapter shall control.

D. This chapter supersedes Table 5.4 of the Sewage Handling and Disposal Regulations for all AOSSs designed to disperse TL-2 or TL-3 effluent. Table 5.4 of the Sewage Handling and Disposal Regulations (12VAC5-610-950) shall govern the design of any AOSS designed to disperse septic tank effluent to the soil treatment area unless waived pursuant to 12VAC5-613-210.

E. All plans and specifications for AOSSs shall be properly sealed by a professional engineer licensed in the Commonwealth pursuant to Title 54.1 of the Code of Virginia unless such plans are prepared pursuant to an exemption from the licensing requirements of Title 54.1 of the Code of Virginia. All AOSS designs prepared by a professional engineer shall be reviewed by the department pursuant to § 32.1-163.6 of the Code of Virginia unless otherwise designated in writing by the professional engineer.

F. When AOSS designs are prepared pursuant to an exemption from the licensing requirements of Title 54.1 of the Code of Virginia, the designer shall provide a certification statement in a form approved by the division identifying the specific exemption under which the plans and specifications were prepared and certifying that the designer is authorized to prepare such plans pursuant to the exemption.

G. Each application under § 32.1-163.6 of the Code of Virginia shall include a site and soil characterization report using the Field Book for Describing and Sampling Soils, Version 2.0, National Soil Survey Center, Natural Resources Conservation Service, U.S. Department of Agriculture, September 2002. The report may contain such information that the designer deems appropriate; however, it must describe the following minimum attributes of the site of the proposed soil treatment area:

1. Depth to limiting features, seasonal or perched water tables, pans, restrictions, or pervious or impervious bedrock;
2. Slope of the project area;
3. Ksat or percolation rate at the proposed installation depth and at depths below the soil treatment area to demonstrate compliance with this chapter. Ksat or percolation rate may be estimated for small AOSSs. The Ksat or percolation rate must be measured using an appropriate device for large AOSSs;
4. Landscape or landform; and
5. Project area along with those physical features in the vicinity of the proposed AOSS normally associated with plans for onsite sewage systems; such physical features include streams, bodies of water, roads, utilities, wells and other drinking water sources, existing and proposed structures, and property boundaries.

12VAC5-613-50. Violations and enforcement.

A. Subject to the limitations of 12VAC5-613-30.B, failure by any owner of an AOSS to achieve one or more performance requirements prescribed by this chapter or specified for the AOSS shall be a violation of this chapter.

B. Failure by any owner to comply with the conditions of an operation permit shall be a violation of this chapter.

C. Failure by any owner to accomplish any mandated visit, operation, maintenance, repair, monitoring, sampling, reporting, or inspection requirement prescribed by this chapter shall be a violation of this chapter.

D. Failure by any owner to follow the approved operation and maintenance manual (O&M manual) shall be deemed a violation of this chapter when such failure results in the failure to achieve one or more performance

requirements prescribed by this chapter.

E. Failure by any operator to perform any mandated activity in accordance with 12VAC5-613-110, 12VAC5-613-120, 12VAC5-613-180, or 12VAC5-613-190 shall be a violation of this chapter.

F. Nothing in this chapter shall be construed to limit the authority of the board, the commissioner, or the department to enforce this chapter or to enforce the requirements of 12VAC5-610.

G. In accordance with the Sewage Handling and Disposal Regulations and § 32.1-25 of the Code of Virginia, the commissioner may take such samples and conduct such monitoring, including ground water samples and monitoring, that he deems necessary to enforce this chapter.

H. The board, commissioner, and department may use any lawful means to enforce this chapter including voiding a construction or operation permit, imposition of civil penalties, or criminal prosecution pursuant to § 32.1-27 of the Code of Virginia.

I. Except when there is additional evidence that an AOSS has failed to achieve one or more of the performance requirements of this chapter or when a licensed operator has filed a report indicating that an AOSS cannot be returned to normal function via routine maintenance, the department shall not rely solely on the results of an individual grab sample to establish the factual basis for a violation of this chapter.

12VAC5-613-60. Operation permits and land records.

A. The department shall not issue an operation permit for an AOSS until the property owner has recorded an instrument that complies with § 15.2-2157 E of the Code of Virginia in the land records of the circuit court having jurisdiction over the site of the AOSS. The local health department shall receive legal documentation indicating that the instrument has been duly recorded before issuance of the operation permit.

B. When all or part of the project area is to be used in the management of nitrogen from a large AOSS, the property owner or the owner of the AOSS shall record legal documentation in the land records of the circuit court having jurisdiction over the site of the AOSS. Such documentation shall contain assurances that the land area will be protected and preserved in accordance with the management methods established by the designer. The local health department shall receive legal documentation indicating that the instrument has been duly recorded before issuance of the operation permit.

C. All large AOSSs and any AOSS permitted pursuant to 12VAC5-613-90 C shall be subject a renewable operating permit. Such permits shall be issued for a period of five years. The owner of the AOSS shall apply for a new permit at least 180 days prior to the expiration date.

12VAC5-613-70. General approval testing and evaluation.

The division shall develop a protocol to verify the expected performance of treatment units of small AOSSs that meet TL-2 or TL-3 effluent quality. The protocol to evaluate and test field performance of TL-3 treatment units shall

include the following minimum requirements:

1. The manufacturer shall evaluate at least 20 treatment units installed in the Commonwealth of Virginia for single family residences occupied full-time, year-round throughout the testing and evaluation period;
2. The manufacturer shall provide the division with quarterly results of influent and effluent samples measuring, at a minimum, BOD and TSS for each installed treatment unit;
3. Operation and maintenance shall be performed on each treatment unit during the evaluation period in accordance with the provisions of this chapter; and
4. An independent third party with no stake in the outcome of the approval process shall oversee and administer the testing and evaluation protocol. Examples of an independent third party include faculty members in an appropriate program of an accredited college or university, a licensed professional engineer experienced in the field of environmental engineering, or a testing firm that is acceptable to the division.

Part II
Performance Requirements

12VAC5-613-80. Performance requirements; general.

All AOSS designed, constructed, and operated pursuant to this chapter shall comply with the following performance requirements unless waived pursuant to 12VAC5-613-210:

1. The presence of raw or partially treated sewage on the ground's surface or in adjacent ditches or waterways is prohibited;
2. The exposure of insects, animals, or humans to raw or partially treated sewage is prohibited;
3. The backup of sewage into plumbing fixtures is prohibited;
4. The direct dispersal of effluent into ground water shall comply with 12VAC5-613-90 C;
5. All treatment units and treatment systems shall be designed for the anticipated receiving wastewater characteristics and peak flow;
6. Dosing of the treatment unit or treatment system shall accommodate the design peak flow within the treatment unit's rated capacity;
7. The AOSS shall be designed so that all components are of sufficient structural integrity to minimize the potential of physical harm to humans and animals;
8. The conveyance system for any AOSS shall be designed and installed with sufficient structural integrity to resist inflow and infiltration and to maintain forward flow;
9. The AOSS shall be designed to minimize noise, odor, or other nuisances at the property boundary;
10. Maximum trench bottom hydraulic loading rates for pressure-dosed systems using TL-2 and TL-3 effluent are found in Table 1 and are to be used as follows:
 - a. The designer is responsible for reducing loading rates according to the features and properties of the soils in the soil treatment area as well as for reducing loading rates for other types of dispersal;
 - b. Adherence to the maximum trench bottom hydraulic loading rate criteria herein does not assure or guarantee that other performance requirements of this chapter, including effluent dispersal or ground water quality, will be met. It is the designer's responsibility to ensure that the proposed design is adequate to achieve all performance requirements of this chapter;
 - c. Trench bottom hydraulic loading rates for pressure-dosed systems shall not exceed the values in Table 1;
 - d. Hydraulic loading rates shall be incrementally reduced from the TL-2 values in Table 1 when a treatment unit or system is not designed to achieve TL-2 or TL-3. In such cases, the designer shall, for

monitoring purposes, specify the effluent quality of the treatment unit. If the specified BOD₅ exceeds 60 mg/l, the designer shall use loading rates for septic tank effluent;

e. Trench bottom hydraulic loading rates for gravity dosed systems shall be reduced from the values in Table 1; and

f. Area hydraulic loading rates for systems such as drip dispersal, pads, and mounds shall be reduced from the values in Table 1 and shall reflect standard engineering practice.

Table 1

Maximum Pressure-Dosed Trench Bottom Hydraulic Loading Rates

| Percolation Rate (MPI) | Saturated hydraulic conductivity (cm/day) | TL-2 Effluent (gpd/sf) | TL-3 Effluent (gpd/sf) |
|------------------------|---|------------------------|------------------------|
| ≤15 | > 17 | 1.8 | 3.0 |
| 15 to 25 | 15 to 17 | 1.4 | 2.0 |
| >25 to 45 | 10 to < 15 | 1.2 | 1.5 |
| >45 to 90 | 4 to < 10 | 0.8 | 1.0 |
| >90 | < 4 | 0.4 | 0.5 |

11. Septic tank effluent may only be discharged to a soil treatment area when the vertical separation to a limiting feature consists of at least 18 inches of naturally-occurring, in-situ soil. AOSSs designed to disperse septic tank effluent require at least 12 inches of soil cover over the soil treatment area;

12. Whenever the depth to a permeability limiting feature on the naturally occurring site is less than 18 inches as measured from the ground surface, whenever the treatment works does not provide at least 18 inches of vertical separation to a permeability limiting feature, or whenever the design is for a large AOSS, then the following shall apply:

- a. The designer shall demonstrate that (i) the site is not flooded during the wet season, (ii) there is a hydraulic gradient sufficient to move the applied effluent off the site, and (iii) water mounding will not adversely affect the functioning of the soil treatment area or create ponding on the surface;
- b. For large AOSSs, the department may require the owner to monitor the degree of saturation beneath the soil treatment area to verify that water mounding is not affecting the vertical separation; and
- c. For any system in which artificial drainage is proposed as a method to meet the requirements of this chapter, the designer shall provide calculations or other documentation sufficient to demonstrate the effectiveness of the proposed drainage.

13. The following minimum effluent quality shall be met for the described vertical separation to limiting feature as measured from the point of effluent application or the bottom of the trench or other excavation:

Table 2
Minimum Effluent Requirements for Vertical Separation to Limiting Features

| Vertical Separation | Minimum Effluent Quality |
|---|---------------------------------|
| ≥18" (requires naturally occurring, undisturbed soils) | Septic |
| <18" to 12" (requires minimum 6" of naturally occurring, undisturbed soils) | TL-2 |
| 0" to <12" | TL-3 and standard disinfection* |

*Note: Where direct dispersal of effluent to ground water occurs, effluent quality shall be governed by 12VAC5-613-90 C.

14. The designer shall specify methods and materials that will achieve the performance requirements of this chapter whenever sand, soil, or soil-like material is used to increase the vertical separation.

15. All treatment units or treatment systems shall prevent the bulking of solids to the treatment area.

12VAC5-613-90. Performance requirements; ground water protection.

A. The AOSS shall not pose a greater risk of ground water pollution than systems otherwise permitted pursuant to 12VAC5-610. After wastewater has passed through a treatment unit or septic tank and through the soil in the soil treatment area, the concentration of fecal coliform organisms shall not exceed 2.2 cfu/100 ml at the lower vertical limit of the project area boundary.

B. Each large AOSS shall comply with TN limit of 5 mg/l at the project area boundary. Prior to the issuance of a construction permit, the designer shall demonstrate compliance with this requirement through modeling or other calculations. Such demonstration may incorporate multiple nitrogen removal methods such as pretreatment, vegetative uptake (only for AOSSs with shallow soil treatment areas), denitrification, and other viable nitrogen management methods. Ground water and other monitoring may be required at the department's discretion.

C. AOSSs with direct dispersal of effluent to ground water are subject to the following requirements:

1. If the concentration of any constituent in ground water is less than the limits set forth at 9VAC25-280, the natural quality for the constituent shall be maintained; natural quality shall also be maintained for all constituents not set forth in 9VAC25-280. If the concentration of any constituent in ground water exceeds the limit in the standard for that constituent, no addition of that constituent to the naturally occurring concentration shall be made. The commissioner shall consult with the Department of Environmental Quality prior to granting

any variance from this subsection.

2. Ground water and laboratory sampling in accordance with 12VAC5-613-100 G.

3. The treatment unit or system shall comply with the following at a minimum:

a. The effluent quality from the treatment unit or system shall be measured prior to the point of effluent application to the soil treatment area and shall be as follows: BOD₅ and TSS concentrations each equal to or less than 5 mg/l; fecal coliform concentrations less than or equal to 2.2 col/100 ml as a geometric mean with no sample exceeding 14 col/100 ml; and TN concentration of less than 5 mg/l;

b. High level disinfection is required; and

c. Treatment systems shall incorporate filtration capable of demonstrating compliance with an average turbidity of less than or equal to 2 NTU prior to disinfection.

4. Gravity dispersal to the soil treatment area is prohibited.

5. Loading rates to the soil treatment area shall not exceed the loading rates in Table 1 of this section.

6. A renewable operating permit shall be obtained and maintained in accordance with 12VAC5-613-60 C.

7. The designer shall provide sufficient hydrogeologic analysis to demonstrate that a proposed AOSS will function as designed for the life of the structure served without degradation of the soil treatment area. This shall include a determination of ground water flow direction and rate.

D. The following additional nutrient requirements apply to all AOSSs in the Chesapeake Bay Watershed:

1. All small AOSSs shall provide a 50% reduction of TN as compared to a conventional gravity drainfield system; compliance with this subdivision may be demonstrated through the following:

a. Compliance with one or more best management practices recognized by the division such as the use of a NSF 245 certified treatment; or

b. Relevant and necessary calculations provided to show one or both of the following:

(1) Effluent TN concentration of 20 mg/l measured prior to application to the soil dispersal field; or

(2) A mass loading of 4.5 lbs N or less per person per year at the project boundary provided that no reduction for N is allotted for uptake or denitrification for the dispersal of effluent below the root zone (>18 inches below the soil surface).

2. All large AOSSs up to and including 10,000 gallons per day shall provide a 50% reduction of TN at the project boundary as compared to a conventional gravity drainfield system. Compliance with this subdivision may be demonstrated as follows:

a. A demonstrated effluent quality of less than or equal to 20 mg/l TN measured prior to application to the soil treatment area; or

b. In situ monitoring of the treatment works within 24 vertical inches of the point of effluent application to the soil treatment area to demonstrate the effluent leaving the treatment works has a TN concentration of less than or equal to 20 mg/l. The designer shall identify an intermediate compliance point within the treatment system and a corresponding TN concentration for use in the event that a representative in situ sample cannot be obtained. The intermediate compliance point and the corresponding TN concentration for use must be approved by the department and shall be conditions of the operation permit.

The AOSS operation permit shall be conditioned upon compliance with the constituent concentrations approved pursuant to this subdivision.

3. All large AOSSs over 10,000 gallons per day shall comply with the following TN requirements:

a. A demonstrated effluent quality of less than or equal to 8 mg/l TN measured prior to application to the soil treatment area; or

b. In situ monitoring of the treatment works within 24 vertical inches of the point of effluent application to the soil treatment area to demonstrate the effluent leaving the treatment works has a TN concentration of less than or equal to 5 mg/l. The designer shall identify an intermediate compliance point within the treatment system and a corresponding TN concentration for use in the event that a representative in situ sample cannot be obtained. The intermediate compliance point and the corresponding TN concentration for use must be approved by the department and shall be conditions of the operation permit.

The AOSS operation permit shall be conditioned upon compliance with the constituent concentrations approved pursuant to this subdivision.

4. For direct dispersal of effluent to groundwater in the Chesapeake Bay Watershed, TN concentration shall be less than or equal to 3 mg/l and total phosphorus concentration shall be less than or equal to 0.3 mg/l.

12VAC5-613-100. Performance requirements; laboratory sampling and monitoring.

A. Laboratory sampling is not required for any small AOSS with an installed soil treatment area that is sized for septic tank effluent and complies with the requirements of 12VAC5-610 for septic tank effluent.

B. All effluent samples must be taken at the end of all treatment, prior to the point where the effluent is discharged to the soil treatment area unless changed pursuant to 12VAC5-613-90 or 12VAC5-613-210. The designer shall identify the sampling points. When required, the sampling point for chlorine disinfection shall be at the end of the chlorine contact tank if TRC is to be used to measure compliance.

C. All sampling and monitoring shall be conducted according to procedures approved under 40 CFR Part 136 or alternative methods approved by the U.S. Environmental Protection Agency unless other procedures have been specified in this chapter.

D. The owner of each small AOSS must ensure that an initial grab sample of the effluent from the treatment unit

is collected within 180 days of system operation. The sample must be analyzed in accordance with 40 CFR Part 136 or alternative methods approved by the U.S. Environmental Protection Agency within the first 180 days of operation. Thereafter, if the treatment unit has received general approval, a grab sample is required once every five years. Samples shall be analyzed for BOD₅ and, if disinfection is required, fecal coliform. Treatment units utilizing chlorine disinfection may alternatively sample for TRC instead of fecal coliform. Sample results shall be submitted to the local health department by the 15th of the month following the month in which the sample was taken.

E. For small AOSSs that utilize a treatment unit that has not received general approval, in addition to the initial sample required by subsection D of this section, four additional grab samples of the effluent from the treatment unit shall be collected, analyzed, and submitted to the department within the first two years of operation and annually thereafter. The interval for collecting the samples shall not be less than quarterly or more than semiannually. Sample results shall be submitted to the local health department by the 15th of the month following the month in which the sample was taken. After two years of sampling in accordance with this subsection, the owner may submit a request to the department to reduce the sampling frequency to once every five years. The department shall grant such requests if the mean of five or more consecutive samples complies with the applicable performance requirements of this chapter.

F. Sampling and monitoring requirements for AOSS treatment systems with flows greater than 1,000 GPD are contained in Table 3:

Table 3
Sampling and Monitoring for Large AOSSs

| PLANT SIZE | >2.0 MGD | >1.0 - to 2.0 MGD | > 100,000 GPD to 1.0 MGD | > 40,000 GPD to 100,000 GPD | >10,000 GPD to 40,000 GPD | >1,000 GPD to 10,000 GPD |
|----------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|---------------------------|--------------------------|
| Flow | Totalizing, Indicating, & Recording | Measured | Measured or Estimate |
| BOD ₅ , TSS | 24-HC* 1/day | 24-HC 5 days/wk | 8-HC 3 days/wk | 4-HC 1 day/wk | Grab quarterly | Grab 1/yr |
| Total Nitrogen | 24-HC weekly | 24-HC weekly | 8-HC monthly | 4-HC quarterly | Grab quarterly | Grab 1/yr |
| TRC, End of Contact Tank** | Grab daily | Grab daily | Grab weekly | Grab weekly | Grab weekly | Grab 1/yr |
| Fecal Coliform*** | Grab weekly | Grab weekly | Grab monthly | Grab monthly | Grab quarterly | Grab 1/yr |

*HC – hourly, flow weighted composite samples

**if disinfection required and chlorine used

***if disinfection required and a disinfectant other than chlorine used

G. Systems with direct dispersal to ground water as described in 12VAC5-613-90 C shall comply with the following:

1. Small AOSS treatment systems:

- a. Shall incorporate a method to remotely monitor the operation of treatment units and processes, including the status of the disinfection unit, and automatically notify the operator and local health department if an alarm condition occurs;
- b. Shall be sampled quarterly in accordance with 12VAC5-613-90 C and as defined in the renewable operating permit; and

- c. No treatment units or systems shall be deemed generally approved.
2. Large AOSSs must be continuously monitored for the proper operation of all treatment units. If the wastewater treatment works is not manned 24 hours a day, telemetry shall be provided that monitors all critical systems, including turbidity into the disinfection unit and the functionality of the disinfection unit, and notifies the operator and local health department if an alarm condition occurs.
- a. Treatment works with a design flow of less than 40,000 GPD shall be sampled at least monthly in accordance with 12VAC5-613-90 C and as defined in the renewable operating permit.
 - b. Treatment works with a design flow of 40,000 GPD or greater shall be sampled at the frequency specified in Table 3 of this section. Total phosphorus and other limited parameters not listed in Table 3 of this section shall be conducted at a frequency defined in the renewable operating permit. The treatment works must comply with the continuous operability requirements of a Reliability Class I rating as described in 9VAC25-790. Appropriate backup power sources, equipment redundancy, and failsafe modes must be in place.
3. Ground water monitoring is required for all large AOSSs with direct dispersal of effluent to the ground water and such monitoring shall be conducted in accordance with the renewable operating permit.

12VAC5-613-110. Performance requirements; field measurements, sampling, and observations.

A. For treatment units or treatment systems with flows greater than 1,000 GPD and less than or equal to 40,000 GPD, the following parameters shall be evaluated or tested when applicable: flow, pH, TRC, DO, odor, turbidity (visual), and settleable solids.

B. For treatment systems with flows greater than 40,000 GPD, the operator shall follow the operational and control testing requirements of the O&M manual.

Part III

Operation and Maintenance Requirements

12VAC5-613-120. Operator responsibilities.

A. Whenever an operator performs a visit that is required by this chapter or observes a reportable incident, he shall document the results of that visit in accordance with 12VAC5-613-190 or as otherwise specified in the operation permit.

B. Whenever an operator performs a visit that is required by this chapter, he shall do so in such a manner as to accomplish the various responsibilities and assessments required by this chapter through visual or other observations and through laboratory and field tests that are required by this chapter or that he deems appropriate.

C. Each operator shall keep an electronic or hard copy log for each AOSS for which he is responsible. The operator shall provide a copy of the log to the owner. In addition, the operator shall make the log available to the department upon request. At a minimum, the operator shall record the following items in the log:

1. Results of all testing and sampling;
2. Reportable incidents;
3. Maintenance, corrective actions, and repair activities that are performed other than for reportable incidents;
4. Recommendations for repair and replacement of system components;
5. Sludge or solids removal; and
6. The date reports were given to the owner.

D. When performing activities pursuant to a visit that is required by this chapter, the operator is responsible for the entire AOSS, including treatment components and soil treatment area components and the operator shall follow the approved O&M manual.

12VAC5-613-130. Sludge and solids removal.

Any person who pumps or otherwise removes sludge or solids from any septic tank or treatment unit of an AOSS shall file a report with the appropriate local health department on a form approved by the division.

12VAC5-613-140. Owner responsibilities.

It is the owner's responsibility to do the following:

1. Have the AOSS operated and maintained by an operator;
2. Have an operator visit the AOSS at the frequency required by this chapter;
3. Have an operator collect any samples required by this chapter;
4. Keep a copy of the log provided by the operator on the property where the AOSS is located in electronic or hard copy form, make the log available to the department upon request, and make a reasonable effort to

transfer the log to any future owner;

5. Follow the O&M manual and keep a copy of the O&M manual in electronic or hard copy form for the AOSS on the property where the AOSS is located, make the O&M manual available to the department upon request, and make a reasonable effort to transfer the O&M manual to any future owner; and

6. Comply with the onsite sewage system requirements contained in local ordinances adopted pursuant to the Chesapeake Bay Preservation Act (§ 10.1-2100 et seq. of the Code of Virginia) and the Chesapeake Bay Preservation Area Designation and Management Regulations (9VAC10-20) when an AOSS is located within a Chesapeake Bay Preservation Area.

12VAC5-613-150. Operator requirements for AOSS with flows up to 40,000 GPD, minimum frequency of visits.

The owner of each AOSS shall have that AOSS visited by an operator in accordance with Table 4.

Table 4

Minimum Operator Visit Frequency for AOSSs up to 40,000 GPD

| Avg. Daily Flow | Initial Visit | Regular visits following initial visit |
|---------------------------|--|--|
| ≤1,000 GPD | Within 180 calendar days of the issuance of the operation permit | Every 12 months |
| >1,000 GPD to 10,000 GPD | First week of actual operation | Quarterly |
| >10,000 GPD to 40,000 GPD | First week of actual operation | Monthly |

12VAC5-613-160. Operator requirements for systems with flows greater than 40,000 GPD.

A. AOSSs with average daily flows greater than 40,000 GPD shall be attended by a licensed operator and manned in accordance with the recommendations specified in the Sewage Collection and Treatment Regulations for sewage treatment works (9VAC25-790).

B. When the operating staff cannot be physically present at the treatment works site during the designated manning hours, then the operating staff shall have a method in place for an operator to respond to the operation and maintenance needs of the treatment works within the timeframe provided by the O&M manual or as otherwise directed by the department.

C. Attendance by the operator pursuant to this section shall not be waived.

D. The department may reduce operator or staffing requirements when automatic monitoring, telemetry, or other electronic monitoring or process controls are employed. All reductions must be approved by the division director.

12VAC5-613-170. Operation and maintenance manual.

A. This chapter outlines the minimum requirements for operation, maintenance, sampling, and inspection of AOSSs. Operation, maintenance, sampling, and inspection schedules for some AOSSs may exceed these minimum requirements, in which case the designer is responsible for determining such additional requirements based upon the proposed use, design flow, project area, loading rates, nitrogen removal, treatment level, and other factors.

B. Prior to the issuance of an operation permit, the owner shall ensure that an O&M manual is submitted to the local health department for approval.

C. The O&M manual shall be easily understood by any potential owner and shall include the following minimum items:

1. Basic information on the AOSS design including treatment unit capacity, installation depth, pump operating conditions, a list of the components comprising the AOSS, a dimensioned site layout, sampling locations, and contact information for replacement parts for each unit process;
2. A list of any control functions and how to use them;
3. All operation, maintenance, sampling, and inspection schedules for the AOSS, including any requirements that exceed the minimum requirements of this chapter;
4. The performance (laboratory) data sampling and reporting schedule;
5. The limits of the AOSS design and how to operate the system within those design limits;
6. For systems with flows greater than 40,000 GPD, the O&M manual shall include operational and control testing recommendations that shall be based upon 9VAC25-790-970; and
7. Other information deemed necessary or appropriate by the designer.

12VAC5-613-180. Mandatory visits; inspection requirements.

When an operator is required to make a visit to an AOSS the operator shall, at a minimum, accomplish the following:

1. Inspect all components of the AOSS and conduct field measurements, sampling, and other observations required by this chapter, the O&M manual, or deemed necessary by the operator to assess the performance of the AOSS and its components.
2. Review and evaluate the operation of the AOSS, perform routine maintenance, make adjustments, and replace worn or dysfunctional components with functionally equivalent parts such that the system can reasonably be expected to return to normal operation.
3. If the AOSS is not functioning as designed or in accordance with the performance requirements of this chapter and, in the operator's professional judgment, cannot be reasonably expected to return to normal operation.

operation through routine operation and maintenance report immediately to the owner the remediation efforts necessary to return the AOSS to normal operation.

12VAC5-613-190. Reports.

When required to file a report, the operator shall complete the report in a form approved by the division. In accordance with § 32.1-164 H of the Code of Virginia, the operator shall file each report using a web-based system and pay the required fee. The operator may, solely at his own discretion, file reports in addition to those required by this chapter. Each report shall be filed by the 15th of the month following the month in which the visit occurred and shall include the following minimum elements:

1. The name and license number of the operator;
2. The date and time of the report;
3. The purpose of the visit, such as required visit, follow-up, or reportable incident;
4. A summary statement stating whether:
 - a. The AOSS is functioning as designed and in accordance with the performance requirements of this chapter;
 - b. After providing routine operation and maintenance, the operator believes the AOSS will return to normal operation; or
 - c. The system is not functioning as designed or in accordance with the performance requirements of this chapter and additional actions are required by the owner to return the AOSS to normal operation;
5. All maintenance performed or adjustments made, including parts replaced;
6. The results of field measurements, sampling, and observations;
7. The name of the laboratory that analyzed samples, if appropriate; and
8. A statement certifying the date the operator provided a copy of the report in electronic or hard copy form to the owner.

Part IV

Horizontal Setback Requirements

12VAC5-613-200. Horizontal setback requirements.

AOSSs designed pursuant to § 32.1-163.6 of the Code of Virginia are subject to the following horizontal setbacks that are necessary to protect public health and the environment:

1. The horizontal setback distances as found in 12VAC5-610 that apply to public and private drinking water sources of all types, including wells, springs, reservoirs, and other surface water sources, except that in cases where an existing sewage system is closer to a private drinking water source, the AOSS shall be no closer to the drinking water source than the existing sewage system;
2. The horizontal setback distances that apply to shellfish waters as found in 12VAC5-610;
3. The horizontal setback distances that apply to sink holes as found in 12VAC5-610;
4. A five foot horizontal separation to a wetland that is subject to permitting by the Virginia Department of Environmental Quality pursuant to the requirements of Title 62.1 of the Code of Virginia; and
5. Unless the AOSS complies with the ground water protection requirements of 12VAC5-613-90.C, a horizontal separation between the soil treatment area and any drainage trench or excavation that comes within six inches vertically of ground water shall be as follows:
 - a. AOSSs utilizing septic tank effluent shall be subject to a horizontal separation contained in 12VAC5-610;
 - b. AOSSs utilizing TL-2 or TL-3 (without disinfection) shall be subject to a horizontal separation of 20 feet; and
 - c. AOSSs utilizing TL-3 with disinfection shall be subject to a horizontal separation of 10 feet.

Part V

Waivers from Certain Performance Requirements

12VAC5-613-210. Waivers from certain performance requirements.

A. A professional engineer designing a treatment works pursuant to § 32.1-163.6 of the Code of Virginia may deviate from the design criteria in subdivisions 10, 11, and 13 of 12VAC5-613-80 and from the laboratory sampling location specified in 12VAC5-613-100 B through F in accordance with this part.

B. Designs pursuant to this part shall at a minimum be substantiated by:

1. Documentation from applicable engineering standards, texts, or other publications;
2. Relevant peer-reviewed research; or
3. Regulations or technical guidance from other states or the U.S. Environmental Protection Agency.

C. The soil treatment area shall be adequately sized to accommodate the hydraulic and organic capacity of the underlying soil to be used;

D. Sampling and monitoring pursuant to 12VAC5-613-100 B through F may be accomplished either in situ, immediately beneath the soil treatment area and within 24 inches of the point of effluent application, or within the treatment system at a point identified by the design engineer.

1. The professional engineer shall provide a sampling and monitoring plan to demonstrate that the design complies with the water quality standards in 12VAC5-613-90.
2. For in situ monitoring, the design engineer shall specify locations within the soil treatment area's zone of influence (i.e., mounding) where samples representative of the effluent quality being achieved by the treatment works can be collected. Monitoring wells or lysimeters shall be located at least six inches above any seasonal or permanent water table. Monitoring may be conducted using sampling wells, lysimeters, or other methods approved by the department. Suction lysimeters may not be used for fecal coliform monitoring.
3. The design engineer shall identify an intermediate compliance point (or points) within the treatment system along with corresponding constituent concentrations (e.g., BOD₅, fecal coliforms) for use if in situ monitoring is not desired or if an in situ sample cannot be obtained for any reason. The intermediate compliance point and the corresponding constituent concentrations shall be approved by the department. The AOSS operation permit shall be conditioned upon compliance with the constituent concentrations approved pursuant to this subdivision.

E. The following additional performance requirements shall apply to in situ monitoring:

1. BOD₅ less than or equal to 5 mg/l.
2. Fecal coliforms less than or equal to 2.2 col/100 ml.

F. The frequency of sampling shall be in accordance with 12VAC5-613-100.

CHAPTER 1066
Private Sewage Disposal Systems

EDITOR'S NOTE: This chapter was re-enacted in its entirety by Ordinance 94-05, passed February 16, 1994.

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| 1066.01 | Definitions. | 1066.12 | Design and location requirements for subsurface disposal fields. |
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| 1066.07 | Responsibility of owner of system. | 1066.18 | Individual sewage disposal systems within the limestone overlay district approved prior to February 17, 2010. |
| 1066.08 | Fees. | 1066.99 | Penalty. |
| 1066.09 | Installation, replacement or repair of individual systems within 300 feet of a sanitary sewer. | Appendix I: | Bond requirements. |
| 1066.10 | Effluent pump systems. | Appendix II: | Minimum distances. |
| 1066.11 | Determining suitability of subsurface disposal systems. | | |

CROSS REFERENCES

Approval of sewerage systems by counties - see Code of Va. ' ' 15.2-2126 et seq.
 Construction of sewers generally - see S.U. & P.S. Ch. 1060
 Use of sewers; building sewers and connections - see S.U. & P.S. Ch. 1064
 Pretreatment of wastewater - see S.U. & P.S. Ch. 1068
 Sewerage facilities in subdivisions - see P. & Z. 1245.08

1066.01 DEFINITIONS.

As used in this chapter:

- (a) Approving authority@ means the County Health Director or his or her duly authorized agent.
- (b) Approved method of the disposal of sewage@ means water carriage disposal of sewage to an approved public or private sewage treatment system; water carriage disposal of sewage to an approved septic tank system or other approved individual disposal system; or non-water carriage disposal of human excrement only to an approved pit privy or other approved privy facility.
- (c) ACR horizon@ means the mineral horizons or layers of weathered bedrock and saprolite, such as granite or partly consolidated soft bedrock, such as sandstone, siltstone or shale, with bulk density or consolidation such that roots cannot enter. The material can be dug with difficulty with a spade, and chunks of gravel size will disperse more or less completely in overnight slaking with water or sodium hexametaphosphate solution. The

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- horizon layer is equivalent to the material underlying the paralithic contact of soil taxonomy.
- (d) ADrainageway@ means the concave portion of the landscape in which surface water or rain water runoff gathers intermittently to flow to a lower elevation.
 - (e) AFlood plain@ means the land bordering a stream, built-up to unconsolidated sediments from overflow of the stream and subject to inundation when the stream is at flood stage.
 - (f) AHealth Department@ means the same as the approving authority.
 - (g) AHealth Director@ means the same as the approving authority.
 - (h) AImpervious strata@ means soil or soil materials with an estimated or measured percolation rate in excess of 120 minutes per inch, including lithic rock, paralithic rock and CR horizons.
 - (i) AIndividual sewage disposal system@ means a complete system for the collection, treatment and/or disposal of sewage.
 - (j) AInspection@ means surveillance procedures as used by the Health Department to determine compliance with the provisions of this chapter.
 - (k) ALimestone outcrop belt@ means those areas underlaid by carbonate bedrock, including, but not limited to, Triassic-Jurassic Leesburg limestone conglomerate and Cambrian limestones and dolomites, and which have landscapes with carbonate bedrock outcrops, sinks, sinkholes and solution channels in bedrock, and which often exhibit aspects of Karst or Karren topography.
 - (l) ALimestone Overlay District@ means those areas of the County, as shown on the County's Zoning Map, which are subject to the Limestone Overlay Zoning District, as set forth in the Loudoun County Revised 1993 Zoning Ordinance, as amended from time to time.
 - (m) ALithic rock@ means partially weathered rock material which cannot be bored using a standard, hand-operated three and one-quarter inch barrel auger and sixteen-inch cross handle.
 - (n) AMarshes and swamps@ means periodically wet or continually flooded areas with the land surface not deeply submerged.
 - (o) AMicrotopography@ means small-scale, local differences in topography, including mounds, swales or pits, that are only a few feet in diameter and with elevation differences of up to six feet.
 - (p) AParalithic rock@ means weathered rock material which may be found above lithic rock and below the natural soil (surface and subsoil) and which conforms to the U.S. Department of Agriculture, Soil Conservation Service (USDA-SCS) definition of ACR horizon,@ excluding the slaking requirements.
 - (q) APercolation test@ means a standardized water test used to determine the rate of water absorption by soil.
 - (r) ASanitary pit privy@ means a pit and/or chamber for receiving non-water carriage of human waste, over which is placed a privy house with seats.
 - (s) ASeasonal water table@ means an observed water table and/or that portion of the soil profile where a color change has occurred as a result of saturated soil conditions. Typical colors are gray, black or less than Chroma 2 on the Munsell Soil Color Chart.
 - (t) ASeptic tank@ means a settling tank in which part of the heavy solids are settled and the organic solids decompose by anaerobic bacterial action.

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- (u) ASewage@ means human excrement and the liquid wastes derived from dwellings, business establishments, institutions and other structures or places used for human habitation, employment or congregation, exclusive of those wastes derived from industrial processes.
- (v) ASewage treatment system@ means a complete system for the collection of sewage and the process of biological and/or chemical reduction of the waste with a subsequent discharge into a receiving stream.
- (w) ASlope@ means the incline surface of a hill, mountain, etc., or any part of the surface of the earth. ASlope@ also means the angle at which such surfaces deviate from the horizontal, commonly expressed in percent.
- (x) ASoil analysis@ means a systematic approach to evaluation of soil conditions by a qualified professional soils technician.
- (y) ASubsurface disposal field (drainfield)@ means the process of sewage disposal in which the effluent from a septic tank is applied to the land by distribution beneath the ground surface.
- (z) ATemporary privy@ means a portable privy with a vault used for the collection and storage of human excrement for a specified period of time.
(Ord. 94-05. Passed 2-16-94; Ord. 10-02. Passed 2-17-10; Ord. 10-05. Passed 5-4-10.)

1066.02 APPROVED METHOD OF SEWAGE DISPOSAL REQUIRED.

(a) No person shall use or occupy, or rent or lease for use or occupancy, any house, trailer, mobile home, whether self-propelled or not, warehouse, public or private building or other structure or gathering place in which there is human habitation, employment or congregation, until such house, trailer, mobile home, warehouse, public or private building or other structure or gathering place is supplied with an adequate, approved method for the disposal of sewage as provided for in this chapter.

(b) Following the effective date of this chapter, no person shall construct a new dwelling unit unless and until it can be furnished with minimum sanitary facilities to include a toilet, hand lavatory, tub and/or shower and kitchen sink, inasmuch as these minimum facilities are necessary to good sanitation. All such fixtures shall be supplied with hot and cold running water, with the exception of the flush toilet. In new units intended for purposes other than use as dwelling units where tubs and/or showers are not necessary for sanitation, minimum facilities shall consist of at least a toilet and hand lavatory with hot and cold running water. (Ord. 94-05. Passed 2-16-94.)

1066.03 PERMIT REQUIRED FOR INDIVIDUAL SYSTEMS.

(a) General. No person shall install, construct, alter, repair or extend, or allow to be installed, constructed, altered, repaired or extended, any individual sewage disposal and/or treatment system in the County without first applying for and obtaining a valid permit therefor in the name of a specific person for a specific location. Permits for installation, construction, alteration, repair or extension of sewage disposal systems shall be issued by the Health Department. In addition, no person shall change, renovate, alter or remodel any structure served by an individual sewerage system unless and until such is done in accordance with a valid health permit or under written approval of the Health Department stating such will not cause an increased loading on the sewerage system.

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(b) Application for Permit. Application shall be made on forms furnished by the Health Department and shall contain a clear description of the location and dimensions of the land or lot on which the sewage disposal system is to be installed, altered or repaired. Transfer of property may include transfer of the permits provided that all conditions of the permit remain in effect and provided that any change in the proposal requires the written approval of the Health Department. The Health Director shall require such tests, plans and/or specifications as the Health Director deems necessary to determine the adequacy and desirability of the proposed system, and such information shall be made a part of the permit records.

(c) Approval or Denial of Permit. When the Health Director is satisfied that a proposed system is adequate for the conditions under which a system is to be installed and used, a written permit to proceed with construction shall be issued. Otherwise, a permit shall be denied in writing stating the specific reason for denial.

(d) Voidance of Permits. Material changes in site conditions upon which a permit to install a sewage disposal and/or treatment system was based shall automatically void the permit. No person shall proceed with construction until such time as further written approval has been obtained from the Health Department, in accordance with this chapter. Notwithstanding any other provision of this chapter, permits shall be automatically cancelled should the Health Director later determine that a potential health hazard would be created by continuing installation.

(e) Building Permit. No person shall be entitled to obtain a building permit in the County until such time as he has obtained a valid sewage disposal permit from the Health Department where such a permit is required to provide for adequate sewage disposal.
(Ord. 94-05. Passed 2-16-94.)

1066.04 LICENSE AND BOND REQUIREMENTS.

(a) Installation License. No person shall install, repair or contract to install or repair individual sewage disposal and/or treatment systems or parts thereof without first obtaining an installation license therefor from the Health Department. Such license requirement shall not apply to an individual person who installs not more than three such systems on his own property within one year or twelve consecutive months.

The installation license is to be issued by the Health Department upon written application, payment of a license fee and presentation of satisfactory evidence that the applicant has a working knowledge of the installation of sewage disposal and/or treatment systems as well as the provisions of this chapter, as shall be determined by the passage of a standard written examination administered by the Health Department, provided that bonding requirements as set forth in subsection (d) hercof have been met.

The aforesaid requirement of a written examination shall not apply to those persons who installed three systems approved by the Health Department within six months prior to the adoption of this chapter or to those persons who installed five systems approved by the Health Department within twelve months prior to the adoption of this chapter, provided that such persons comply with all other requirements of this chapter, provided, further, that such persons attend a special course in instruction as to the provisions of this chapter conducted by the Health Department, and provided, further, that such persons obtain their license within six months following the effective date of this chapter.

(b) **Septic Tank Cleaner's License.** No person shall engage in the business of cleaning septic tanks, settling tanks and/or vaults designed to hold or retain solids and/or liquids in conjunction with any sewage disposal system, by whatever name called, without first obtaining a septic tank cleaner's license from the Health Department.

The septic tank cleaner's license shall be issued by the Health Department upon written application and payment of a license fee, provided that the applicant gives evidence that he can comply with the following requirements.

(1) Equipment requirements.

A. The tank into which sewage is pumped or delivered and carried is to be fully watertight.

B. All inlets and outlets to such tanks shall be fully enclosed and provided with watertight valves.

C. Suction and discharge hoses shall be watertight and provision shall be made for carrying such hoses in a manner that will prevent any spillage or leakage.

D. All exposed surfaces shall be painted and maintained in a clean and sanitary condition by frequent washings.

E. The name and address of the person owning or operating such equipment shall be painted on the vehicle in letters at least four inches high so as to be visible from either side of the vehicle.

F. A copy of the septic tank cleaner's license shall be carried in the glove compartment of each vehicle operated.

(2) Disposal sites. (EDITOR'S NOTE: Paragraph (b)(2) was repealed by Ordinance 94-05, passed February 16, 1994.)

(c) **License to Conduct Percolation Tests.** No person shall conduct a percolation test for purposes of this chapter without first obtaining a percolation test license from the Health Department. Such license shall be issued upon written application and payment of a license fee, provided that the applicant has a satisfactory knowledge of percolation testing procedures, as shall be determined by the passage of a standard written examination to be administered by the Health Department.

(d) Bonding. All persons required to have a license under this chapter shall furnish bond payable to the County in the amount specified in Appendix I following this chapter for specific licenses, with surety approved by the Treasurer of the County and conditioned to indemnify and save harmless the County, as well as any other person, from all expenses and damages that may be caused by any neglect, omission or defective or inadequate work done by such licensee, his agent, employee or representative. Where such work is deemed defective or inadequate by the Health Department and is not corrected within ten days of written notice to do so, the Health Department may declare the bond forfeited and shall use the proceeds therefrom to correct such work and, in addition, to pay all damages which may have been occasioned to any person by reason of such neglect, omission or defective or inadequate work. Such bond shall be deposited with the County Treasurer and shall be in force for a period of not less than the period of the license.

(e) Revocation of Licenses. Any person having a license required by this chapter who is convicted of a violation of any of the provisions of this chapter or who fails to correct a violation of any of the provisions of this chapter, upon written notice to do so, shall, in addition to forfeiture of bond, be subject to a suspension or loss of his license and/or a refusal to renew his license by the Health Department.

(f) Renewal of Licenses. All licenses are annual and shall be renewed between January 1 and January 15 of each year and are not proratable. A request for renewal is to be submitted to the Health Department in writing and is the responsibility of the license holder. Examination shall not be necessary for renewal.

(Ord. 94-05. Passed 2-16-94.)

1066.05 INSPECTIONS.

The County Health Director may inspect the entire system of sewage disposal and/or treatment maintained at all premises in the County for the purpose of determining if such is being operated and maintained in a sanitary manner. Such inspection shall be done at reasonable times and, whenever practical, in the company of the owner or occupant of the premises.

In addition, the Health Director or his authorized agent shall make such inspections as may be deemed necessary during the construction of any sewage disposal and/or treatment system installed in the County to determine compliance with the requirements of this chapter. No person shall use, allow to be used or cause to be used, any system until after the Health Department has inspected and approved the same in writing. No part of any system shall be covered until it is inspected and approved by the Health Department, and any such part which has been covered prior to inspection shall be uncovered for inspection upon order of the Health Director. In extraordinary circumstances, the Health Director or his authorized agent may give final approval of any system, although incomplete, when reasonable professional judgment indicates a revisit is not practical or feasible. The inspection form shall indicate such waiver.

(Ord. 94-05. Passed 2-16-94.)

1066.06 NEGLECT OR MISUSE OF SYSTEMS.

No owner, tenant or lessee of any premises properly supplied with an approved method of disposal of sewage shall misuse or neglect such a system or any part thereof so as to cause it to cease to be sanitary.

1066.07 RESPONSIBILITY OF OWNER OF SYSTEM.

The issuance of a permit, subsequent installation and acceptance of the individual sewage disposal system upon inspection by the Health Department does not denote or imply any guarantee of such system, and it shall be the responsibility of the owner, or any subsequent owner of the system, to maintain, repair or replace any system which has ceased to function in a sanitary manner. (Ord. 94-05. Passed 2-16-94.)

1066.08 FEES.

The County shall establish, set and charge such fees as it deems necessary and reasonable to defray the cost of permits and/or licenses as are required to be issued under this chapter. (Ord. 94-05. Passed 2-16-94.)

1066.09 INSTALLATION, REPLACEMENT OR REPAIR OF INDIVIDUAL SYSTEMS WITHIN 300 FEET OF A SANITARY SEWER.

If an approved public or private sewer is within 300 feet of any new building or structure for which sewage disposal is required, the property owner shall connect to the sewer, provided that the owner of the sewer permits such a connection.

Should an existing individual sewerage system cease to operate in a sanitary manner or should alterations be required to provide safe and adequate treatment, and the building or structure to be served is within 300 feet of an approved public or private sewer, the property owner shall connect to the sewer, provided that the owner of the sewer allows such a connection. (Ord. 94-05. Passed 2-16-94.)

1066.10 EFFLUENT PUMP SYSTEMS.

The use of sewage ejectors, lift stations or pumps on raw sewage lines to septic tanks are prohibited. This shall not apply to effluent from the septic tank which may be collected in a separate tank and pumped to the subsurface disposal field distribution box, provided a check valve and flow velocity reducing device are used prior to entering the distribution box. For lifts in excess of fifteen feet, the applicant may be required to submit plans and a manufacturer's guarantee of performance. All such installations shall provide for the ability to fill the subsurface disposal field tile to six-tenths capacity and shall be installed according to manufacturer's specifications. (Ord. 94-05. Passed 2-16-94.)

1066.11 DETERMINING SUITABILITY OF SUBSURFACE DISPOSAL SYSTEMS.

(a) Subdivisions. The owner shall submit plans and specifications of the sewage disposal and/or treatment system where such is required, together with the plans and specifications of the proposed water supply system, to the Health Department for approval, and such plans and specifications shall be approved prior to the start of any construction or building.

The Director of Health shall develop procedures to evaluate subdivisions served by on-site sewage disposal systems, consistent with the LSDO and Standard Regulations.

Approval of a lot by the Health Department does not denote, nor is it intended to imply, final approval; it merely represents initial findings in accordance with the criteria at such time. Prior to construction on any lot, it shall be necessary to apply for and obtain a permit from the Health Department, and such permit shall be issued in accordance with the standards at the time the application is made. The Health Department shall take into consideration the specific proposal and the previous findings, but shall not be obligated by those findings should it later be determined that a health hazard would result by allowing installation of a subsurface disposal field.

(b) Individual Lots. A permit for construction of a subsurface disposal field on an individual lot or property shall be issued after completion of a satisfactory investigation which indicates that such a system can be installed and is expected to perform in a sanitary manner so as not to create a health hazard. The following information may be used in determining suitability:

(1) The experience of the Health Department as supported by field investigation and soil evaluations;

(2) Information submitted on behalf of an applicant by a qualified professional consultant in the field of waste disposal and/or treatment of domestic waste or related subjects, which information shall be evaluated by the Health Department, as submitted, prior to approval;

(3) Results of actual percolation tests conducted on the property in the area of the proposed subsurface disposal field, which tests are to be conducted by the Health Department or by a qualified field representative licensed to conduct such tests in the County; and

(4) Information on file with the Health Department as to previous evaluation and/or tests on the property.

(c) Evaluation; Conflicts. Soil evaluations for a subsurface absorption system shall follow a systematic approach. Reports submitted for subsurface absorption systems shall be detailed soil/site investigations, as described in subsection (h) hereof. Evaluations shall indicate whether or not the soils meet the criteria specified herein for the installation of the type of on-site sewage disposal system proposed. In addition to information gathered during the soils and geotechnical investigation, the topography, available area, proximity to ground and drinking water supplies, proximity to bodies of water, rates of water absorption by the soil horizon proposed for use, or a combination of any of the above, shall also be considered in such evaluation. If absorption rate problems are suspected and there is no indication of a water table, percolation tests may be required, but their results shall not be presumptive, prima-facie or conclusive evidence as to the suitability for effluent absorption.

When discrepancies exist between these and other State or local agency codes or regulations, the more restrictive will apply.

(d) Site and Structure Identification. A site sketch, prepared by the applicant, is to accompany all applications for permits to construct on-site sewage disposal systems and must show accurately:

- (1) The dimensions of the property.
- (2) Proposed and/or existing structures and driveways.
- (3) Underground utilities.
- (4) Adjacent soil absorption sewage disposal systems.
- (5) Bodies of water.
- (6) Drainageways.
- (7) Wells and springs within a 200-foot radius of the center of the proposed drainfield.

A photogrammetric map of the site to be evaluated, approved or denied by the Health Department shall be provided by the applicant. This map must meet the criteria described in subsection (h) hereof.

(e) Physical Features.

- (1) Subsurface absorption systems shall not be placed on slopes greater than twenty-five percent.
- (2) Unfavorable microtopography may preclude the use of certain sites which have otherwise favorable soil characteristics.
- (3) Placement of subsurface soil absorption systems in fill material is prohibited.
- (4) Outside of the Limestone Overlay District no individual sewage disposal system shall be placed closer than 100 feet from the low point of a sinkhole nor closer than fifty feet from the outer edge of a sinkhole. Sinkholes will be considered to exist with or without knowledge of the size, orientation or presence of subterranean voids, since the surface collapse evidences subsidence into such a void. Distances from rock outcrops may be imposed and additional geologic information required in accordance with a geotechnical report, as described in Section 6.150 of the Loudoun County *Facilities Standards Manual*, where limestone or other environmentally critical rock formations are encountered.
- (5) Within the Limestone Overlay District no individual sewage disposal system shall be placed closer than 100 feet from the rim of a sinkhole/swallet/closed depression, from a cave opening, or from a Perennial Sinking Stream provided, however, that such setback may be reduced by up to fifty percent if a geophysical study, conducted in accord with Section 6.151 of the *Facilities Standards Manual*, concludes that the risks of collapse and groundwater contamination are non-existent or insignificant for the proposed location and use, except that no reduction shall be allowed for any Perennial Sinking Stream, nor for any Sinkhole, Swallet, Closed Depression or Cave Opening that receives an intermittent or Perennial Sinking Stream. However, for a lot of record existing on February 17, 2010, an individual sewage disposal system for a principal residential structure may be permitted within the setback if it is constructed in compliance with all recommendations of the Geophysical Study and such individual sewage disposal system is sited on the lot so as to be located as far

from the rim of the sinkhole/swallet/closed depression, cave opening, or Perennial Sinking Stream as is feasible. No such individual sewage disposal system shall be allowed if the geophysical study shows subsidence or groundwater contamination poses a serious risk to public health or safety or to the safety of residents or users of the residential structure unless the design of the individual sewage disposal system is certified, both structurally and geotechnically, by a professional engineer.

- (6) Within the Limestone Overlay District no individual sewage disposal system shall be placed closer than fifty feet from a rock outcrop, underground solution channel within 45 feet of the surface, or other Karst/Sensitive Environmental features, (except Springs or features identified in Section 1066.11(e)(5)). Distances from such features maybe reduced by up to fifty percent if a geophysical study, conducted in accord with Section 6.151 of the *Facilities Standards Manual*, concludes that the risks of collapse and groundwater contamination are not a concern for the proposed location and use. However, for a lot of record existing on February 17, 2010, an individual sewage disposal system for a principal residential structure may be permitted within the setback if it is constructed in compliance with all recommendations of the geophysical study and such individual sewage disposal system is sited on the lot so as to be located as far from the rock outcrop, underground solution channel within 45 feet of the surface, or other Karst/Sensitive Environmental feature, (except Springs or features identified in Section 1066.11(e)(5)), as is feasible. No such individual sewage disposal system shall be allowed if the Geophysical Study shows subsidence or groundwater contamination poses a serious risk to public health or safety or to the safety of residents or users of the residential structure unless the design of the drainfield is certified, both structurally and geotechnically, by a professional engineer.
- (7) Within the Limestone Overlay District no individual sewage disposal system shall be placed closer than: (1) one hundred (100) feet from a spring, measured from the first emergence of the spring or (2) two hundred (200) feet from a spring when the first emergence of the spring is on a slope greater than 15% and is downslope from the proposed sewage disposal system. However, for a lot of record existing on February 17, 2010, an individual sewage disposal system for a principal residential structure may be permitted within the setback if it is constructed in compliance with all recommendations of a geophysical study conducted for such site, and such drainfield is sited on the lot so as to be located as far from the Spring, as is feasible. No such individual sewage disposal system shall be allowed if the geophysical study shows subsidence or groundwater contamination poses a serious risk to public health or safety or to the safety of residents or users of the residential structure unless the design of the individual sewage disposal system is certified, both structurally and geotechnically, by a professional engineer.

(f) Soil Profiles and Patterns.

- (1) Depth of profile hole. The minimum depth of the profile hole shall be six feet, unless prevented or made unnecessary by some physical feature of the soil, such as

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gray coloration, rock or when a potential horizon is found at a lesser depth. When a potential soil horizon is considered for use, the soil evaluation shall be extended below the soil horizon, with potential for use to insure that there is no interference with seasonal water tables, lithic rock, paralithic rock or other impervious strata.

- (2) Number and location of profile holes. A minimum of five holes is necessary to determine the design requirements of an area for the placement of any absorption trenches. The size of the area investigated shall be based on the soil class encountered. Holes shall be evenly placed to bound the area under consideration with one hole installed in the center. If more than one area is required in which to install the absorption trenches, each area shall be evaluated with at least three soil borings. The actual area and number of borings necessary shall be determined on a case-by-case basis.
- (g) Characteristics of Soils That Determines Suitability.
- (1) Estimation of soil texture. The soil texture shall be estimated by field testing. The field test that shall be applied is contained in Appendix F of the Sewage Handling Regulations and is entitled AField Guide to Soil Texture Classes.@ Laboratory estimation of texture by sieve and sedimentation and analysis may be substituted for the field test at the owner's request and expense. Samples shall be collected by the laboratory under supervision of the local Health Department or the Department of Environmental Resources.
 - (2) CR horizons. See the definition in Section 1066.01(c).
 - (3) Class IV soils. The use of soils exhibiting characteristics of Class IV soils, as described in the Interpretive Guide to the Use of Soils Maps, Loudoun County, Virginia, for on-site sewage disposal systems, is prohibited.

(h) Requirements for a Detailed Soil Site Investigation. Detailed soil-site investigation reports generated for any proposed on-site sewage disposal facility are required by and are to be submitted to the Loudoun County Health Department. A detailed soil-site investigation report is required for any land development sewage effluent proposals and may be required by the Health Department for any other on-site sewage disposal facility which is not exclusively regulated by the State. Technical standards for such investigations are contained in this chapter and current State regulations on this subject. This investigation shall be submitted to the Health Department for review and recommendation in accordance with Section 8.110.D.2 of Chapter 8 of the Loudoun County Facilities Standards Manual. A detailed investigation may also be required by the Director for specialized land use applications such as solid waste operations, composting facilities or other similar uses.

The detailed soil-site investigation report should include the following, where appropriate, unless determined by the Director, at the request of the developer, to be inapplicable based upon sound engineering principals:

- (1) Results of field investigation.
 - A. A map, drawn to 1:2,400 scale (1 inch = 200 feet) and larger, as requested on a sheet twenty-four inches by thirty-six inches. Where small tracts are

involved, an eight by eleven-inch sheet may be acceptable, provided it complies with all other requirements set forth herein.

- B. Existing water supplies within 200 feet of the property and sewage disposal systems on the property.
 - C. The location of all borings and backhoe pits. Test holes/pits are to be numbered and located dimensionally, including surface elevations.
 - D. The location of all numbered proposed on-site sewage disposal systems, if applicable. All subsurface soil absorption systems must be shown in contour and delineated by five borings or pits. In addition, site locations within the Limestone Overlay District and those underlaid by limestone/limestone conglomerate, shall be examined in cross section to a depth of 45 feet minimum, using technology such as electrical resistivity, to determine the presence of karst features. Karst features, such as voids and solution channels, may be grounds for denial of the site.
 - E. The following items as they relate to the proposal, if required:
 - 1. The landscape type and position, the slope and the surface drainage.
 - 2. The soil morphology, including the texture, color, structure, consistency, depth, lithologic discontinuities, boundaries, etc.
 - 3. The permeability, internal drainage and perched water tables.
 - 4. The parent material and associated problems.
 - 5. Restrictive layers.
 - F. The soil evaluation form.
- (2) Recommendation and conclusions.
- A. The following items shall be included in the report when drainfields are proposed:
 - 1. Recommendations for use as on-site sewage disposal sites, including depth of installation, type of system, relative suitability and modifications.
 - 2. Recommendations and conclusions for repairing malfunctioning on-site sewage disposal systems or designing modified on-site sewage disposal systems.
 - 3. Where on-site sewage disposal is proposed, potential impacts on ground and surface water, loading rates and vegetative cover.
 - B. The following shall be included in the report where applicable to other proposed uses:
 - 1. Recommendations for vegetative stabilization (lime, fertilization/seeding types and rates, stockpiling topsoil).
 - 2. Conclusions on soil mineralogy.
 - 3. Recommendations on the suitability of the site for land application of Class A sewage sludge. (See Article 7 of the Virginia Sewerage Regulations and Chapter 1090 of these Codified Ordinances.)
 - 4. Conclusions on soil chemistry.

5. Recommendations regarding the suitability of the site for spray irrigation.
 6. Recommendations for additional tests for geotechnical study.
- (3) Appendix A: field logs. Soil profile descriptions taken from soil boring/backhoe pits should include:
- A. The boring/pit number.
 - B. The depth, thickness and description of each horizon, including paralithic and lithic contacts encountered.
 - C. Locations of all samples taken and analyses to be conducted on each sample.
 - D. The depth to perched water and/or the ground water table if observed (or if indicated by soil color patterns).
 - E. The name of the person responsible for the description and sampling.
- (4) Appendix B: field testing. If field tests, such as percolation test or permeability tests, have been conducted, the results should be included.
- A. Percolation tests.
 - B. Permeability tests, including a description of the profile.
 - C. Piezometer observations, including readings, depth, date of readings, rainfall data and soil profile (if available for the site).
- (5) Appendix C: laboratory data. Laboratory data produced to support the report shall be included.
(Ord. 94-05. Passed 2-16-94; Ord. 10-02. Passed 2-17-10; Ord. 10-05. Passed 5-4-10.)

1066.12 DESIGN AND LOCATION REQUIREMENTS FOR SUBSURFACE DISPOSAL FIELDS.

(a) Design.

- (1) Distance to rock. The minimum acceptable separation distance, both vertical and horizontal, from the absorption trench bottom and sidewalls to lithic rock, rock outcroppings, CR horizons and pans, is one foot. However, in the limestone outcrop belt, horizontal and vertical separation between lithic rock and trench bottoms and sidewalls is four feet (see Table 4.4 of the Virginia Sewage Handling and Disposal Regulations, AMinimum Separation Distances@).
- (2) Depth to seasonal water table. As used herein, Aseasonal water table@ means that portion of the soil profile where a color change has occurred in the soil as a result of saturated soil conditions or where soil concretions have formed. Typical colors are gray mottlings, solid gray or black. The depth in the soil at which these conditions first occur is termed the Aseasonal water table.@ The minimum separation distance from the absorption trench bottom to the seasonal water table is two feet.
- (3) Blasting. The use of any explosive materials within 100 feet of the soil disposal system or within fifty feet of any remaining portion of the sewage conveyance, treatment or dosing system is specifically prohibited. Lithic rock encountered during installation will necessitate a redesign of the system permitted and will be handled on a case-by-case basis.

- (4) Size. The size of the subsurface disposal field shall be based on the square footage of the trench bottoms and shall consist of a minimum of 600 square feet (300 linear feet on a twenty-four inch trench) of subsurface disposal trench bottom.

(b) Location. The location and installation of the sewage disposal system and each part thereof shall be such that, with reasonable maintenance, the system will function in a sanitary manner and will not create a nuisance or endanger the safety of any domestic water supply. In determining a suitable location for the system, consideration shall be given to the size and shape of the lot, the slope of the natural and finished grade, the depth of the ground water table, the proximity to existing or future water supplies and the possible expansion of the system. Minimum location requirements, as set forth in Appendix II, following this chapter, shall be met.

Where a sewage disposal system is located by easement off the lot of the structure it serves, the Health Director or his or her designee shall establish special design and performance standards, procedures and forms necessary to ensure identification, protection and maintenance of the sewage disposal system to be located on that easement.

The subsurface disposal field shall be located on the lot, tract or parcel of land which it serves. However, subsurface disposal fields on off-site easements may be permitted in the following situations:

- (1) A permit was issued for the sewage disposal system prior to January 17, 1989.
- (2) The sewage disposal system is proposed to replace a failing sewage disposal system.
- (3) The lot was shown to be served by the off-site easement on a preliminary plan of subdivision approved prior to January 17, 1989.
- (4) The lot was shown on a preliminary plan of subdivision or plan of family subdivision accepted for review by the Department of Planning, Zoning and Community Development prior to January 17, 1989.
- (5) The sewage disposal system is proposed to serve an existing lot of record as of January 17, 1989, for which no approved on-site disposal system can be found.
- (6) Sewage disposal systems shall be situated on permanent, dedicated open space, but only where specifically permitted by the Subdivision Regulations and the Zoning Code of the County.
- (7) Multiple existing structures on any parcel currently served by on-site sewage disposal systems may use easements for sewage disposal systems if a division of that parcel cannot be reasonably accomplished without the use of easements.
- (8) For lots in the A-3 or A-10 Zoning District on which an approved sewage disposal site exists, an off-site easement on an adjacent lot located along the common property boundary line may be approved if, in the determination of the Planning Commission, use of such easement will better meet the intent of the Subdivision Regulations through the creation of more orderly lot configurations, better dwelling locations, better buffering between lots or improved road configuration or access.

(c) Reserve Absorption Area Sites. Sufficient suitable soils shall be available on each lot, or available to each lot by easement or other device approved by the Director, to allow repair and/or extension of the on-site sewage disposal system for a period of time equal to:

- (1) The reasonably anticipated life expectancy of the structure (interpreted as 100 percent repair area); or
- (2) In an area designated by an adopted area plan for future central sewer service by the Loudoun County Sanitation Authority or an incorporated town, the planned availability date of that sewer service or fifty percent of the originally required soil area, whichever is greater.

Soil disposal systems are considered, for purposes of this section, to have a life expectancy of thirty years. Lots proposed for approval in these areas shall contain sewer utility easements designed to facilitate future sewer line construction and installation. Evidence of consultation regarding design with the Loudoun County Sanitation Authority or sewage treatment plant operator is required prior to Health Department approval.

(d) Site Preparation and Alteration.

(1) Removal of vegetation. Vegetation, such as maples, willows and other plant species with extremely hydrophilic (water loving) root systems, shall be moved at least ten feet from the actual absorption areas. All trees should be removed from the absorption area. The local agent of the Virginia Department of Forestry will arbitrate any dispute as to the hydrophilic nature of any tree or shrub.

(2) Field marking of pretreatment and distribution systems. The preferred method of permanent marking of pretreatment and distribution components is with a ferrous metal pipe sleeve within a corrugated PVC drain pipe to permit electromagnetic location by metal detector.

(3) Drainage. No person shall divert water from his or her property onto that of another person, other than into natural drainageways, unless site grading plans, as described in Chapter 5.000 of the Loudoun County Facilities Standards Manual, are prepared and approved by the Directors of the Departments of Health and Building and Development.

(4) Grass swale. A shallow, man-made drainageway designed to divert and channel surface water run-off, especially sheet flow, covered with permanent vegetation, such as sod or grass, shall be prepared, where necessary. Cross-sectional dimensions are normally six feet wide by one foot deep.

(5) Placement of utilities.

A. Subsurface soil absorption systems shall not be placed in an underground utility easement. No buried utility services, water lines, electrical lines, gas lines, etc., shall traverse the subsurface soil absorption system area, nor shall the buried service be closer than ten feet to the system.

B. The placement of subsurface soil absorption systems under overhead utility lines is prohibited where heavy equipment must traverse the system in order to service and maintain the utility line. (Ord. 94-05. Passed 2-16-94.)

1066.13 PERMIT REQUIRED FOR PIT PRIVIES.

No person shall erect, install or allow to be erected or installed a pit privy without first obtaining a permit therefor from the Health Department in accordance with the following provisions.

(a) Private Individual Residences; Business Establishments. Subsequent to the effective date of this chapter, no person shall construct pit privy facilities for sanitary waste disposal in an individual residence or business establishment, inasmuch as a complete plumbing system with appropriate fixtures is necessary to good sanitation, and it shall not be satisfactory to the intent of this chapter to construct a dwelling or other structure which should have plumbing and household waste fixtures, in total or in part, present or future, which cannot and will not be able to provide for such wastes. This section shall not apply to the repair of or replacement of existing privies, nor shall it apply to the construction of new facilities where such construction is a temporary method of waste disposal not to exceed six months, in conjunction with a construction site or like use. All privies shall be constructed or repaired in accordance with plans and specifications as provided by the Health Department and are to be inspected and approved by the Health Department prior to use.

(b) Temporary Pit Privy Use. In lieu of a permanent type of structure and for the purpose of disposal of human excrement for temporary use, the following type of holding privy may be used for a specified period of time at a specific location as prescribed by the Health Officer.

- (1) Building; vents and door. A building may be used which may be on skids for movability, so constructed as to be flytight and rodentproof, with vents near the ceiling covered with sixteen mesh copper wire screen, or equivalent, and with a self-closing, flytight door.
- (2) Seat box, hole and vent. The seat and seat box shall be so constructed as to be easily cleanable and to cover completely a corrosion-resistant, waterproof, metal or other approved material tank of sufficient capacity. The tank shall have all opening directly under the seat hole. Where necessary, an approved sleeve shall be provided between the seat and the tank. The tank shall be vented through or near the roof with a sixteen mesh screen covering.
- (3) Maintenance. The tank shall be cleaned out at least once weekly or more often as necessary to prevent the contents from filling the tank above two-thirds of its capacity. Cleaning of the tank shall be done by a licensed contractor with approved equipment as required in Section 1066.04(b). Chemicals approved by the Health Department shall be added as often as necessary to liquefy wastes and prevent objectionable odors. Daily washing of the toilet seat and the inside of the building shall be required. Toilet tissue shall be provided at all times. The privy shall be maintained in such a way that it will not endanger the public health or create a nuisance.

(Ord. 94-05. Passed 2-16-94.)

1066.14 CONSTRUCTION OF OTHER INDIVIDUAL SYSTEMS.

Plans for any sewage disposal and/or sewage treatment system not specifically covered by this chapter shall be submitted in triplicate to the County Health Department for approval. Such systems shall be permitted only when the manner of disposal and/or treatment is satisfactory to the Health Department and, in the case of discharges, is satisfactory to the Health Department and the State Water Control Board, so as not to create a health hazard and/or undue stream quality degradation, provided that such systems can be demonstrated to provide adequate and safe sewage disposal and/or treatment.

(Ord. 94-05. Passed 2-16-94.)

1066.15 NOTICE TO CORRECT.

If the Health Officer finds a violation of any of the provisions of this chapter or a violation of any of the provisions of a permit and/or license as issued under this chapter, he shall direct the owner or person to whom the permit and/or license was issued, by written notice, to make the necessary corrections within such reasonable period as specified therein. No person shall fail to comply with such notice within such period.

(Ord. 94-05. Passed 2-16-94.)

1066.16 EQUITABLE REMEDIES.

In addition to the penalty provided in Section 1066.99, the Health Director may initiate injunction, mandamus, abatement or any other appropriate action to prevent, enjoin, abate or remove a violation of any of the provisions of this chapter.

(Ord. 94-05. Passed 2-16-94.)

1066.17 SEPTIC TANKS, HOLDING TANKS, PUMP TANKS, TREATMENT UNITS AND TANKS FOR OTHER ONSITE WASTEWATER USES.

(a) Depth. The maximum cover over a tank containing wastewater shall not exceed 48 inches.

(b) Location. Tanks shall not be placed in low areas or swales subject to drainage, channeling of rainfall, or ponding of water. Tanks shall be protected with controlled backfill when shrink-swell soil is present. If water table indications are observed or measured above penetrations or tank seams, a water table reduction system must be installed to lower the water table below the seam or penetration.

(c) Structural Soundness. Tanks shall be structurally sound as determined by an engineer design with appropriate safety factors, and watertight verified through appropriate testing and compliance monitored by the Loudoun County Health Department. All tanks shall be designed and certified by a professional engineer, licensed and qualified to perform structural design in the State of Virginia. The engineer shall contemplate all reasonably expected loading conditions, including burial depth, tank full to top of riser, an empty tank installed with water table at top of ground, vehicular traffic and any other reasonable expected loading conditions. The manufacturer shall certify that all tanks manufactured meet the engineer design. Tanks may only be installed in accordance with the design standards specified.

(d) Penetrations. All tank lids shall be manufactured with risers pre-cast into the top of the tank. Risers shall terminate a maximum of six inches below finished grade. Manufacturers shall install watertight boots at all penetrations. Boots for all tanks must meet ASTM C-923. Boots for concrete tanks must meet ASTM C-923 and have a clamp assembly to resist pipe deformation.

(e) Tank Testing. All tanks shall be watertight, including inlet and outlet pipe penetrations, and the riser assembly. The installer shall, on all watertight tanks, complete one of the following tests during, or in conjunction with a Loudoun County Health Department or other approved construction inspection. In high water table conditions the Health Director is authorized to require a water tightness test of the entire treatment and conveyance system.

(1) Water test procedure. A water test is to be performed by installing the tank, connecting inlet and outlet piping (with caps), installing risers as necessary, and filling with water two inches above the tank into the riser for 24 hours. The tank penetrations must be visible. The water level is to be marked in the riser. The tank is to be refilled to the mark and observed for one hour. If the level has not dropped the tank passes.

- (2) Vacuum test procedure. A vacuum test is performed by plugging inlet and outlet piping, installing risers, and using a vacuum pump to pull a negative pressure of four inches of mercury. The tank must hold this vacuum for five minutes with no more than a 10% variation in pressure.

If tanks fail either test, repairs must be completed and the test repeated until satisfactory.

(Ord. 09-19. Passed 12-15-09.)

1066.18 INDIVIDUAL SEWAGE DISPOSAL SYSTEMS WITHIN THE LIMESTONE OVERLAY DISTRICT APPROVED PRIOR TO FEBRUARY 17, 2010.

After February 17, 2010 all individual sewage disposal systems within the Limestone Overlay District shall be installed in conformance with the setback provisions of this chapter except for any individual sewage disposal system approved by the Loudoun County Health Department prior to February 17, 2010 by (i) a Sewage Disposal System Construction Permit; (ii) a Health Department Certification Letter; or (iii) a written approval from the Loudoun County Health Department to satisfy subdivision submission or review requirements.

(Ord. 10-02. Passed 2-17-10; Ord. 10-05. Passed 5-4-10.)

1066.99 PENALTY.

(EDITOR'S NOTE: See Section 202.99 for general Code penalty if no specific penalty is provided.)

APPENDIX I

Bond Requirements

| | |
|--------------------------|-------------|
| Installation license | |
| Bond requirement | \$10,000.00 |
| Septic tank cleaner | |
| Bond requirement | 3,000.00 |
| Percolation test license | |
| Bond requirement | 2,000.00 |

Note:

1. Licenses are issued annually and are not proratable.
2. Permit fees are not charged when existing, in-use sewage disposal facilities are being upgraded or replaced.
(Ord. 94-05. Passed 2-16-94.)

APPENDIX II

Minimum Distances

| | Wells (Water Sources) (in ft.) | Impound -ed Waters (in ft.) | Streams (in ft.) | Property Lines (in ft.) | Base- ments (in ft.) | Top Edge of Banks and Cuts (in ft.) | *Sinkholes; Cave Openings; & Perennial Sinking Streams (in ft.) | *Other Karst/scn- sitive Features (except Springs) (in ft.) |
|---------------------------------|---|--------------------------------------|---------------------|-------------------------------|----------------------------|---|---|---|
| Subsurface Disposal Field | 100 | 50 | 50 | 10 | 20 | 20 | 100 | 50 |
| Septic Tank | 50 | 50 | 50 | 10 | 10 | 10 | 100 | 50 |

Note: The above distances are the absolute minimum; where deemed necessary to protect the environment and public health, the Health Department may require greater distances.

- * applicable only within the Limestone Overlay District; such setback shall be reduced by up to 50% if the geophysical study, as required by Section 4-1905 of the Revised 1993 Zoning Ordinance, as amended, concludes that the risks of collapse and groundwater contamination are non-existent or insignificant for the proposed location and use, except that no reduction shall be approved for any perennial sinking stream, nor for any sinkhole, swallet, closed depression or cave opening that receives either a perennial or intermittent sinking stream. However, for a lot of record existing on February 17, 2010, an individual sewage disposal system for a principal residential structure may be permitted within the setback if it is constructed in compliance with Section 1066.11(e)(5) or 1066.11(e)(6), as applicable. AOther Karst/Sensitive Features@ shall include Rock Outcrops, Underground Solution Channels within 45 feet of the surface, and other underground features that may affect the proposed development.

In addition, within the Limestone Overlay District subsurface disposal fields and septic tanks shall be located at least 1) one hundred (100) feet from a spring, measured from the first emergence of the spring or 2) two hundred (200) feet from a spring when the first emergence of the spring is on a slope greater than 15% and is downslope from the subsurface disposal field or septic tank, as applicable. However, for a lot of record existing on February 17, 2010, an individual sewage disposal system for a principal residential structure may be permitted within the setback if it is constructed in compliance with Section 1066.11(e)(7).

In such installations where Class I or Class II wells (as per Section 1040.12(b) of this Streets, Utilities and Public Services Code) are constructed, the 100-foot distance between the well and the subsurface disposal field may be reduced, provided that geological conditions indicate that such would be satisfactory.

(Ord. 94-05. Passed 2-16-94; Ord. 10-02. Passed 2-17-10.)

2009 Replacement

MEMORANDUM

TO: Board of Supervisors

FR: Thomas Judge, Director of Joint Administrative Services

DT: 10/18/2016

RE: *October Finance Report*

1. **FY 16 Year-End Appropriation Adjustments.** The Committee should consider the following action: *“Be it resolved that FY 16 budgeted expenditure, appropriation, and revenue be adjusted as follows:”*

| From | To | Amount | Reason |
|---------------------|----------------------------------|--------|---------------------------------|
| Contingency | Assessor | 100 | Contract more than budget |
| DMV Stop Fee Rev | Treasurer | 1,624 | Credit Card Merchant Fees |
| Circuit Court Clerk | Circuit Court | 905 | Joint Operations (Video Link) |
| GD Court | Juvenile Court | 1,578 | New Copier |
| Contingency | GD Court | 1,108 | Public Defender |
| Drug Task Force | Criminal Justice Training Center | 486 | Increased Center Costs |
| Fire Programs Rev | Fire Programs Exp | 3,834 | Actual grant increase |
| Contingency | Boyce VDF | 1.00 | LODA estimate variance |
| Contingency | Fire & Rescue Serv | 62,080 | Personnel, Purch Serv, Supplies |
| Contingency | Refuse Disposal | 35,559 | Rate Increase |
| Contingency | Litter Control | 271 | Dumpster rental cost |
| Contingency | Sanitation | 451 | FCSA rate increase |
| Economic Dev | Planning Admin | 7,283 | Purchased Services |
| Contingency | Brd of Septic Appeals | 1,315 | Purchased Services |
| Soc Services Rev | Social Services Exp | 12,940 | Rent Cost covered by revenue |
| School Debt Rev | School Debt Exp | 1.00 | Estimation variance |
| Conserv Ease FB | Conserv Ease Exp | 18,362 | Purchase ancillary costs |

2. **FY 17 Supplemental Requests and Potential Requests.** The FY 16 year end General Fund balance will be available next month. The disposition of any unspent funds can be determined at that time. The following is a list of potential candidates for appropriation or designation:
 - a. *EMS Uniforms.* There is a request for \$6,500 carryover funds for EMS uniforms. However, the final accounting shows no carryover available. The Finance Committee recommends no action at this time.
 - b. *Equine Alliance Economic Development Funding Request.* The Equine Alliance requests funding of \$10,043 to perform a census of equine groups in Clarke County. The Finance Committee offers no recommendation and refers this matter to the full Board of Supervisors for discussion.
 - c. *Certified Planning Commissioner program.* The Planning Director requests, and the Finance Committee recommends, reappropriation of \$1,750 for training of two Planning Commission members. These funds are available. *“Be it resolved that the FY 17 Planning Commission budgeted expenditure and appropriation be increased \$1,750, and*

be it further resolved that the designation for government savings be reduced in the same amount.”

- d. *Ball Field Lighting.* A firm price for this project is being sought. Bids will be opened October 13, and the goal is to present an appropriation action at the October Regular Board of Supervisors meeting.
 - e. *General District Court Renovation.* Additional renovations may be needed. There is no estimate, but this matter should be taken into account when considering designations.
 - f. *Recreation Center structural issue.* An issue at the Recreation Center is being investigated. There is no estimate, but this matter should be taken into account when considering fund balance designations.
 - g. *Handsome Brook Grant.* The following action is recommended: *“Be it resolved that the FY 17 General Capital Projects Fund expenditure and appropriation be increased \$200,000, and that revenue from the Commonwealth be recognized in the same amount, and that this sum be subsequently transferred to the Industrial Development Authority, all to provide an Economic Development Incentive for Handsome Brook LLC to locate an egg processing facility in Clarke County.”*
3. **FY 16 Capital Projects Carryovers.** Please see the attached calculation. *“Be it resolved that FY 16 Budgets and Appropriations for Capital Projects for Government and Schools be carried over to FY 17 according to the attached calculation.”*
 4. **FY 16 Conservation Easement Carryover.** There is no carryover for this fund.
 5. **Fund Balance Designations.** The Committee should consider fund balance designations based on the final FY 16 General Fund Balance sheet attached. These designations can be adopted by the full board this month, or at their November 3 meeting. In addition to the items above, items the Committee should consider include: the Commonwealth shortfall, Berryville EMS contribution, Convenience Center Operating costs, and Communications upgrades.
 6. **Sheriff Items.**
 - a. **Salary Discrepancies.** See Springsted and current scales attached, along with analysis of discrepancies. This matter was discussed in light of the upcoming budget process. The percentage increase and dollar cost necessary to fund the Sheriff’s request will be shared.
 - b. **Technology Requests.** Please find summary from the Communications Study attached along with two grant fund technology requests. These requests will be coming forward during the FY 18 budget process.
 7. **Vehicle Decals.** See the attached information. The Finance Committee recommended no action at this time.
 8. **VDOT Land Use Permits.** See the attached information. The Finance Committee recommended no action at this time.
 9. **Bills and Claims.** The Finance Committee recommends acceptance of this report.
 10. **Standing Reports.** Attached are the Expenditure Summary and Reconciliation of

Consultation and Support for the 2016 Clarke County (Va.) Equine Census

A proposal submitted to
The Clarke County Board of Supervisors by
The Center for Survey Research at the University of Virginia
June 2016

Note: This proposal is subject to review and approval by the University of Virginia Office of Sponsored Programs.

CSR is an interdisciplinary research and service organization currently in its 28th year of operation all under the leadership of its founder and Director, Dr. Thomas M. Guterbock. CSR offers experience in first-rate survey techniques, academic credentials, and a commitment to providing superior service to our government, non-profit and private-sector clients. Our services include the full range of survey-related tasks: design, implementation, analysis and presentation of results. Depending on the needs of our clients, we offer telephone calling, face-to-face interviewing, mail surveys, focus group studies, and web-based data collection. Since its inception in 1988, CSR has completed hundreds of funded projects, completed many thousands of telephone, mail and in-person interviews, reported results, and archived data for future use. CSR has an annual budget of approximately \$700,000, and works on about 30 projects annually.

CSR's staff includes two full-time professional researchers with extensive backgrounds in project design and management; highly skilled part-time research assistants drawn at various times from graduate programs in statistics, sociology, public health sciences, economics, politics, and psychology; and administrative support personnel. In addition, CSR can access the expertise of associated faculty in the University's social science departments, engineering, business, education, and medical schools, and other units of the Weldon Cooper Center for Public Service.

Our staff has gained extensive experience with surveys and social science data analysis for a wide variety of clients in the scientific community, state and local government, health care, education, the non-profit sector, and private industry. We have experience in all aspects of design, sampling, question wording, field operations, analysis, and quality control. Our specialty is the custom design of mid-sized projects, often utilizing the most innovative approaches in questionnaire design, administration and analysis. Senior staff members make frequent contributions to the academic and professional survey research literature.

For most of our telephone-based surveys, CSR uses the WinCATI system developed by Sawtooth Software. Our Computer Assisted Telephone Interviewing (CATI) laboratory facility at Charlottesville has 23 interviewing stations and includes an audio-monitoring system and video monitoring capability. We support a regular staff of trained interviewers and lab supervisors. For our mail-out surveys, we employ the proven methodologies of the Dillman "Tailored Design Method." For our web-based surveys, we use Qualtrics software.

CSR operates from a single site at 2400 Old Ivy Road in Charlottesville. Offices of management and the research staff adjoin the custom-designed spaces used for telephone interviewing, mail-out preparation and the training of interviewing staff, allowing for close coordination between staff members on project implementation. This is University-owned space located close to the University Grounds and convenient to student residences. For more about CSR, please refer to our website: <http://surveys.virginia.edu/>.

Summary of Benefits Offered by CSR

- Expertise in a wide variety of survey methods.
- Unparalleled reputation for rigor and independence.
- Staff with expertise in a variety of academic disciplines.
- Outstanding experience with surveys on local government issues and citizen satisfaction.
- Expertise in sampling designs for complex studies.
- Reputation and legitimacy of UVa encourages respondent participation.
- Resources of the Weldon Cooper Center for Public Service at the University of Virginia.
- Leading providers of telephone and mail survey data collection services.
- Proven process skills for building consensus around survey objectives, methods, and techniques tailored to local needs.
- Experience in effective communication of survey results to decision-makers, elected leaders, and citizens.

Key features of the proposed scope of work

1. CSR will use its recent experience with equine surveys to provide consultation to Clarke County and local equine affinity groups such as the Clarke County Equine Alliance to assist in the design, execution and analysis of a census of equines domiciled in Clarke County.
2. CSR staff will take part in some field data collection work as part of consultation and training activities, but CSR will not have responsibility for overall data collection.
3. Clarke County will have primary responsibility for developing the survey questionnaire and other instrumentation. CSR will provide feedback and recommendations about the draft questionnaire and other instrumentation.
4. The survey will be conducted in English only.
5. CSR recommends conducting a pre-test of the survey to ensure that instrumentation, programming and survey procedures are correct.
6. CSR will work with Clarke County to set up data entry procedures and database(s). This proposal assumes that CSR staff will enter the data collected by volunteers in the field.
7. CSR will provide a written statement of methods to include a disposition report and response rate calculations.
8. Note that CSR calculates response rates according to guidelines promulgated by the American Association for Public Opinion Research (AAPOR). CSR cannot guarantee response rates. Cooperation rates, qualification rates and other rates in addition to or in place of response rates are sometimes reported by researchers. See http://www.aapor.org/AM/Template.cfm?Section=Standard_Definitions2&Template=/CM/ContentDisplay.cfm&ContentID=3156 for more on these issues.
9. CSR will prepare an electronic labeled data file in SPSS format. Other formats such as Excel can be discussed.
10. CSR will not prepare a written report of findings. Instead, CSR will prepare a brief bulleted summary of findings.
11. CSR will deliver the data, methods summary and summary of findings to Clarke County in electronic format.

Senior Staff

Thomas M. Guterbock, Ph.D.

Director, Center for Survey Research

Dr. Thomas Guterbock is Director of the Center for Survey Research, Professor of Sociology and Research Professor of Public Health Sciences at the University of Virginia. He is a nationally known survey methodologist and researcher. In his capacity as founding director of CSR, he has been involved in over 400 funded survey projects, covering telephone, mail-out, in-person, and Internet modes as well as multi-mode projects. He has wide experience working with academic, private-sector and government clients and is known for his skill in survey design and in devising smoothly flowing questionnaires.

Prof. Guterbock's training and background (B.A. from Yale, Ph.D. from the University of Chicago) include both qualitative field methods and advanced multivariate statistical methods. He teaches survey methods at the graduate level at U.Va.

He is a frequent presenter of research papers at the annual meetings of the American Association for Public Opinion Research and served on the AAPOR Executive Council as the elected 2006-2007 Standards Chair. He served as 2010-11 President of the Association of Academic Survey Research Organizations, is one of the originators of the Quantitative Collaborative initiative in Arts & Sciences, and is convener of the Data Gathering Methods Study Group at UVa.

James M. Ellis, Ph.D., Director of Research

Dr. Ellis has been the principal investigator since January 2013 for the non-respondent follow-up telephone portion of the Pregnancy Risk Assessment Monitoring System (PRAMS) for the Virginia Department of Health. He has also led employee surveys for Stafford County, Charlottesville City, the Darden School, Prince William County, and the Office of the President of UVa. He was principal investigator for the 2011 Commonwealth of Virginia Department of Conservation and Recreation needs assessment, a large mail and web-based survey about outdoor recreational needs and inventory. He has also led studies for U.S. Customs and Border Patrol, the Virginia Department of Agriculture and Consumer Services, and other local Virginia governments in addition to those mentioned above. Dr. Ellis has presented methods papers at several annual meetings of the American Association for Public Opinion Research and has published in several journals. He has presented survey results to a number of boards and executive audiences, members of the Virginia General Assembly, and the Governor of Virginia and members of his Cabinet.

Dr. Ellis received his Ph.D. in Educational Research and Evaluation from Virginia Commonwealth University in 2011. He also holds a Bachelor's degree from the University of Virginia, a Master's degree in Mass Communications from VCU, and a Master's degree in Survey Methodology from the Joint Program in Survey Methodology at the University of Maryland-College Park.

Budget

NOTE: CSR cannot guarantee response rates. This budget proposal is informal and subject to review and approval by UVA.

| Clarke County Equine Census Draft Budget | | | | |
|--|-------------------------------|--------------|------|-------------|
| May 31, 2016 | | | | |
| EB = Executive B staff (Ellis) | | | | |
| RA = Research Assistant staff (TBA) | | | | |
| Travel | | | | |
| 3 | trips | | | |
| 3 | hrs round trip travel time | | | |
| 9 | total travel hours | | | |
| \$60.00 | car rental, expenses per trip | | | |
| travel time | | hours | | \$2,054.25 |
| | EB travel | \$131.25 | 9 | \$1,181.25 |
| | RA travel | \$77.00 | 9 | \$693.00 |
| | car rental, expenses | \$180.00 | | \$180.00 |
| consultation and meetings | | | | \$2,191.00 |
| | EB | \$175.00 | 9 | \$1,575.00 |
| | RA | \$77.00 | 8 | \$616.00 |
| data entry | | | | \$2,400.00 |
| | forms | | 1200 | |
| | forms per hr | | 15 | |
| | CB | \$30.00 | 80 | \$2,400.00 |
| setup and supervision | | | | \$679.00 |
| | EB | \$175.00 | 3 | \$525.00 |
| | RA | \$77.00 | 2 | \$154.00 |
| methods, summary, data files | | | | \$1,974.00 |
| | EB | \$175.00 | 6 | \$1,050.00 |
| | RA | \$77.00 | 12 | \$924.00 |
| total direct | | | | \$9,298.25 |
| | F&A | | 0.08 | \$743.86 |
| | Total | | | \$10,042.11 |

Clarke County Government Capital Projects

FY2016 Proposed Capital Projects Carryforward

10/4/2016

| ACCOUNT DESCRIPTION | AVAILABLE BUDGET | PROPOSED CHANGE | PROPOSED FY16 CARRYFORWARD |
|-------------------------------------|-------------------------|------------------------|-----------------------------------|
| 94110 HVAC System Replacement | 10,300 | | 10,300 |
| 94120 Roofing | 136,633 | | 136,633 |
| 94130 Painting and Flooring | 20,787 | | 20,787 |
| 94140 Landscaping | 15,375 | | 15,375 |
| 94150 Asphalt, Sidewalk, Path | 72,500 | | 72,500 |
| 94180 GenDist Court Bldg Repai | 72,973 | | 72,973 |
| 94310 Sheriff's Equipment | 1,330 | | 1,330 |
| 94320 Auto Replacement | 1,483 | | 1,483 |
| 94331 Sheriff's Vehicles | 1,493 | | 1,493 |
| 94340 Voting Equipment | 742 | -742 | 0 |
| 94401 Sheriff's Building Renov | 9,343 | -9,343 | 0 |
| 94409 Citizen's Convenience Ce | 29,742 | | 29,742 |
| 94502 Econ Development Constr | 102,434 | | 102,434 |
| 94601 Technology Improvements | 75,100 | | 75,100 |
| 94602 Systems Integration | 168,346 | | 168,346 |
| 94603 Mobile Radio System | 120,353 | | 120,353 |
| 94702 Swimming Pool | 119,900 | | 119,900 |
| 94703 Park Fencing | 31,036 | | 31,036 |
| 94704 Old Park Office | 20,313 | | 20,313 |
| 94705 Park Lighting | -20,335 | 20,335 | 0 |
| 94706 Park Sitework and Parkin | 41,304 | -20,335 | 20,969 |
| 94709 New Park Shelter | 90,800 | | 90,800 |
| 94802 Reassessment | 5,085 | -5,085 | 0 |
| 94803 Tourism Signs | 20,000 | | 20,000 |
| 94504 Spout Run Improvement EP | 270,393 | | 270,393 |
| 94503 Spout Run Improvement NF | 35,214 | | 35,214 |
| 94506 Greenway Court Preservat | 53,227 | | 53,227 |
| 94326 Fire/EMS Chase Vehicle | 65,000 | -65,000 | 0 |
| 94327 Fire/EMS Pers Protective | 89,530 | -89,530 | 0 |
| Expense Totals | 1,660,402 | -169,700 | 1,490,702 |
| | | | |
| 94310 Sheriffs Equipment | 1,500 | 0 | 1,500 |
| 94709 New Park Shelter (Rotary) | 25,000 | 0 | 25,000 |
| 94803 Tourism Signs (Berryville) | 10,000 | 0 | 10,000 |
| 94504 Spout Run Improvement EPA | 270,763 | 0 | 270,763 |
| 94503 Spout Run Improvement NFWF | 35,214 | 0 | 35,214 |
| 94506 Greenway Court (Fed) | 43,227 | 0 | 43,227 |
| 660 FEMA Chase Vehicle Grant | 59,800 | -59,800 | 0 |
| 665 FEMA Protective Equipment Grant | 85,267 | -85,267 | 0 |
| Revenue Totals | 530,771 | -145,067 | 385,704 |
| | | | |
| Local Transfer | | | 1,104,998 |

Clarke County Schools Capital Projects
 FY2016 Proposed Capital Projects Carryforward
 10/4/2016

| ACCOUNT DESCRIPTION | AVAILABLE BUDGET | PROPOSED CHANGE | PROPOSED FY16 CARRYFORWARD |
|--|------------------|-----------------|----------------------------|
| 61100 Classroom Instruction (Dorsch Scholarship) | 25,589 | | 25,589 |
| 61110 School Furniture Replacement | 46,378 | | 46,378 |
| 61130 Uniform Repl & Band Inststruments | 7,073 | | 7,073 |
| 61140 Athletics Equipment & Uniforms | 6,366 | | 6,366 |
| 63500 School Bus Purchases | 11,800 | | 11,800 |
| 63700 Other Veh & Equip Purchases | 5,391 | | 5,391 |
| 65100 School Food Services | 13,242 | | 13,242 |
| 66223 Fencing | 30 | -30 | 0 |
| 66233 School Signage | 8,440 | | 8,440 |
| 66250 Fields and Playgrounds | 15,000 | | 15,000 |
| 66253 Asphalt/Sidewalk/Track/Court | 59,767 | | 59,767 |
| 66310 Space Needs Study | 0 | | 0 |
| 66501 Modular Classroom Removal | 5,278 | | 5,278 |
| 66612 Painting | 39,697 | | 39,697 |
| 66616 Heating, Ventilation & AC Rep | 348,626 | | 348,626 |
| 66625 Cooley Lower Campus Renovation | 76,874 | | 76,874 |
| 66627 Cooley Upper Campus Renovation | 0 | | 0 |
| 66628 Cooley Upper - Landscape | 2,263 | | 2,263 |
| 66629 Berryville Primary Renovation | 504,374 | | 504,374 |
| 66636 Roof Replacements | 397,502 | | 397,502 |
| 66637 School Security System Grant | 0 | | 0 |
| 66640 Radon Testing/Remediatio | 17,725 | | 17,725 |
| 66644 Flooring | 18,291 | | 18,291 |
| 66645 Security Improvements | 206,561 | | 206,561 |
| 68100 Technology Classroom Inst | 21,099 | | 21,099 |
| 68200 Technology Inst Support | 118,533 | | 118,533 |
| 68301 ERP System | 52,359 | | 52,359 |
| 68700 Tech Fd Svc & Other Non-Inst | 0 | | 0 |
| <u>115- Technology Bond</u> | | | |
| 68100 Technology Classroom Ins | 274,127 | | 274,127 |
| 68300 Technology Administratio | 0 | | 0 |
| 68800 Technology Facilities | 0 | | 0 |
| <u>156 STEM-H Partnership</u> | | | |
| 61100 Classroom Instruction | 376 | -376 | 0 |
| Expense Totals | 2,282,763 | -406 | 2,282,357 |
| Dorsch Scholarship | 25,589 | | 25,589 |
| VPSA Technology Bond Proceeds | 247,127 | | 247,127 |
| Reveue Totals | 272,716 | | 272,716 |
| Local Transfer | | | 2,009,641 |

Title: General Fund Balance

Source: Clarke County Joint Administrative Services

| <u>Prior Titles</u> | <u>Prior</u> | <u>Current</u> |
|---|---------------|----------------|
| General Fund Balance Year End FY 15/16 | 13,636,042 | 13,598,905 |
| Expenditure FY 15/16 | (27,155,570) | (26,981,867) |
| Revenue FY 15/16 | 27,118,433 | 27,311,595 |
| General Fund Balance Year End FY 15/16 | 13,598,905 | 13,928,633 |
| <u>Designations</u> | | |
| Liquidity Designation @ 12% of FY 16/17 Budgeted Operating Revenue | (\$3,278,655) | (\$3,390,324) |
| Stabilization Designation @ 3% of FY 16/17 Budgeted Operating Revenue | (819,664) | (847,581) |
| Continuing Local GF Appropriations for Capital Projects | (2,497,453) | (3,114,639) |
| School Capital/Debt | (1,250,000) | |
| Government Construction/Debt | (600,578) | |
| Property Acquisition | (265,000) | |
| Conservation Easements from Government Savings | (153,462) | (153,462) |
| Community Facilities | (\$156,000) | |
| Comprehensive Services Act Shortfall | (240,724) | (166,866) |
| Parks Master Plan | (100,000) | (80,000) |
| School Operating Carryover | - | (878,708) |
| Government Savings (GenGov, JAS, DSS) | (500,000) | (367,823) |
| Energy Efficiency | (50,000) | |
| Data and Communications Technology | (128,000) | (128,000) |
| Recycling and Convenience Center | (814,336) | |
| Regional Jail Capital Needs | (100,000) | |
| Vehicle Replacements | (59,000) | |
| Landfill costs | (50,000) | |
| Leave Liability | (75,000) | (75,000) |
| Economic Development | (200,000) | |
| CCSA Sewer Fund Shortfall | (150,000) | |
| FY 16/17 Original Budget Surplus (Deficit) | (503,716) | (4,573,399) |
| TOTAL Designations | (11,991,588) | (13,775,802) |
| | | |
| FY 16/17 Expenditure Supplemental | (1,553,655) | (370,604) |
| FY 16/17 Revenue Supplemental | 446,338 | 361,304 |
| | | |
| Undesignated | 500,000 | 143,531 |

Springsted Compensation Study July 2014

County of Clarke, Virginia
Pay Scale

Implementation Option B – without selected school benchmarks

| | |
|--------------------|--------|
| % Between Grades: | 5% |
| Range: | 60.0% |
| Starting midpoint: | 26,500 |

| Grade | Salary Range | | | Hourly @ 2080 | | |
|-------|--------------|------------|------------|---------------|-------|-------|
| | Min | Mid | Max | Min | Mid | Max |
| 1 | 20,384.62 | 26,500.00 | 32,615.38 | 9.80 | 12.74 | 15.68 |
| 2 | 21,403.85 | 27,825.00 | 34,246.15 | 10.29 | 13.38 | 16.46 |
| 3 | 22,474.04 | 29,216.25 | 35,958.46 | 10.80 | 14.05 | 17.29 |
| 4 | 23,597.74 | 30,677.06 | 37,756.38 | 11.35 | 14.75 | 18.15 |
| 5 | 24,777.63 | 32,210.92 | 39,644.20 | 11.91 | 15.49 | 19.06 |
| 6 | 26,016.51 | 33,821.46 | 41,626.41 | 12.51 | 16.26 | 20.01 |
| 7 | 27,317.33 | 35,512.53 | 43,707.73 | 13.13 | 17.07 | 21.01 |
| 8 | 28,683.20 | 37,288.16 | 45,893.12 | 13.79 | 17.93 | 22.06 |
| 9 | 30,117.36 | 39,152.57 | 48,187.78 | 14.48 | 18.82 | 23.17 |
| 10 | 31,623.23 | 41,110.20 | 50,597.17 | 15.20 | 19.76 | 24.33 |
| 11 | 33,204.39 | 43,165.71 | 53,127.02 | 15.96 | 20.75 | 25.54 |
| 12 | 34,864.61 | 45,323.99 | 55,783.38 | 16.76 | 21.79 | 26.82 |
| 13 | 36,607.84 | 47,590.19 | 58,572.54 | 17.60 | 22.88 | 28.16 |
| 14 | 38,438.23 | 49,969.70 | 61,501.17 | 18.48 | 24.02 | 29.57 |
| 15 | 40,360.14 | 52,468.19 | 64,576.23 | 19.40 | 25.23 | 31.05 |
| 16 | 42,378.15 | 55,091.60 | 67,805.04 | 20.37 | 26.49 | 32.60 |
| 17 | 44,497.06 | 57,846.18 | 71,195.29 | 21.39 | 27.81 | 34.23 |
| 18 | 46,721.91 | 60,738.49 | 74,755.06 | 22.46 | 29.20 | 35.94 |
| 19 | 49,058.01 | 63,775.41 | 78,492.81 | 23.59 | 30.66 | 37.74 |
| 20 | 51,510.91 | 66,964.18 | 82,417.45 | 24.76 | 32.19 | 39.62 |
| 21 | 54,086.45 | 70,312.39 | 86,538.33 | 26.00 | 33.80 | 41.60 |
| 22 | 56,790.78 | 73,828.01 | 90,865.24 | 27.30 | 35.49 | 43.69 |
| 23 | 59,630.31 | 77,519.41 | 95,408.50 | 28.67 | 37.27 | 45.87 |
| 24 | 62,611.83 | 81,395.38 | 100,178.93 | 30.10 | 39.13 | 48.16 |
| 25 | 65,742.42 | 85,465.15 | 105,187.88 | 31.61 | 41.09 | 50.57 |
| 26 | 69,029.54 | 89,738.41 | 110,447.27 | 33.19 | 43.14 | 53.10 |
| 27 | 72,481.02 | 94,225.33 | 115,969.63 | 34.85 | 45.30 | 55.75 |
| 28 | 76,105.07 | 98,936.59 | 121,768.11 | 36.59 | 47.57 | 58.54 |
| 29 | 79,910.32 | 103,883.42 | 127,856.52 | 38.42 | 49.94 | 61.47 |
| 30 | 83,905.84 | 109,077.59 | 134,249.35 | 40.34 | 52.44 | 64.54 |
| 31 | 88,101.13 | 114,531.47 | 140,961.81 | 42.36 | 55.06 | 67.77 |
| 32 | 92,506.19 | 120,258.05 | 148,009.90 | 44.47 | 57.82 | 71.16 |
| 33 | 97,131.50 | 126,270.95 | 155,410.40 | 46.70 | 60.71 | 74.72 |
| 34 | 101,988.07 | 132,584.50 | 163,180.92 | 49.03 | 63.74 | 78.45 |
| 35 | 107,087.48 | 139,213.72 | 171,339.96 | 51.48 | 66.93 | 82.37 |

Clarke County, Virginia
Sorted by Grade; Showing Title and Range Schematic
Implementation Option B – without selected school benchmarks

| Department | Title | Proposed Range | | | |
|-----------------------------|---|----------------|------------|------------|------------|
| | | Grade | Min | Mid | Max |
| Animal Shelter | kennel Attendant I | 4 | 23,597.74 | 30,477.06 | 37,756.38 |
| Administrative/Support | Office Assistant | 6 | 26,016.51 | 33,821.46 | 41,626.41 |
| Commissioner of the Revenue | Deputy Commissioner of the Revenue I | 6 | 26,016.51 | 33,821.46 | 41,626.41 |
| Treasurer | Deputy Treasurer I | 6 | 26,016.51 | 33,821.46 | 41,626.41 |
| Maintenance | Maintenance Assistant | 7 | 27,317.33 | 35,512.53 | 43,707.73 |
| Social Services | Office Associate I | 7 | 27,317.33 | 35,512.53 | 43,707.73 |
| Administration | Central Receptionist/Administrative Assistant | 8 | 28,683.20 | 37,288.16 | 45,893.12 |
| Circuit Court | Deputy Circuit Court Clerk | 8 | 28,683.20 | 37,288.16 | 45,893.12 |
| Commissioner of the Revenue | Deputy Commissioner of the Revenue II | 8 | 28,683.20 | 37,288.16 | 45,893.12 |
| Parks and Recreation | Administrative Support Technician | 8 | 28,683.20 | 37,288.16 | 45,893.12 |
| Treasurer | Deputy Treasurer II | 8 | 28,683.20 | 37,288.16 | 45,893.12 |
| Building | Permit Technician | 9 | 30,117.36 | 39,152.57 | 48,187.78 |
| Parks and Recreation | Customer Service Specialist | 9 | 30,117.36 | 39,152.57 | 48,187.78 |
| Building | Administrative Assistant/Permit Technician | 10 | 31,623.23 | 41,110.20 | 50,597.17 |
| Commissioner of the Revenue | Deputy Commissioner of the Revenue III | 10 | 31,623.23 | 41,110.20 | 50,597.17 |
| Planning | Administrative Assistant - Planning | 10 | 31,623.23 | 41,110.20 | 50,597.17 |
| Sheriff's Department | Administrative Assistant - Sheriff | 10 | 31,623.23 | 41,110.20 | 50,597.17 |
| Social Services | Office Associate II | 10 | 31,623.23 | 41,110.20 | 50,597.17 |
| Social Services | Human Services Assistant II | 10 | 31,623.23 | 41,110.20 | 50,597.17 |
| Treasurer | Deputy Treasurer III | 10 | 31,623.23 | 41,110.20 | 50,597.17 |
| Communications | Communications Specialist | 11 | 33,204.39 | 43,165.71 | 53,127.02 |
| Maintenance | Maintenance Technician I | 11 | 33,204.39 | 43,165.71 | 53,127.02 |
| Social Services | Administrative Program Assistant II | 12 | 34,864.61 | 45,323.99 | 55,783.38 |
| Commonwealth's Attorney | Legal Assistant/Administrative Assistant | 13 | 36,607.84 | 47,590.19 | 58,572.54 |
| Maintenance | Maintenance Technician II | 13 | 36,607.84 | 47,590.19 | 58,572.54 |
| Parks and Recreation | Childcare Specialist | 13 | 36,607.84 | 47,590.19 | 58,572.54 |
| Building | Building Inspector | 14 | 38,438.23 | 49,969.70 | 61,501.17 |
| Parks and Recreation | Recreation Program Coordinator | 14 | 38,438.23 | 49,969.70 | 61,501.17 |
| Sheriff's Department | Court Services Officer | 14 | 38,438.23 | 49,969.70 | 61,501.17 |
| Administration | Deputy Clerk to the Board of Supervisors/Executive Assistant | 15 | 40,360.14 | 52,468.19 | 64,576.23 |
| Circuit Court | Chief Deputy Circuit Court Clerk | 15 | 40,360.14 | 52,468.19 | 64,576.23 |
| EMS | Firefighter/EMT - Intermediate | 15 | 40,360.14 | 52,468.19 | 64,576.23 |
| Information Technology | Information Technology/Geographic Information Systems Technician | 15 | 40,360.14 | 52,468.19 | 64,576.23 |
| Parks and Recreation | Administrative Services Manager - Parks and Recreation | 15 | 40,360.14 | 52,468.19 | 64,576.23 |
| Planning | Zoning/Code Enforcement Officer | 15 | 40,360.14 | 52,468.19 | 64,576.23 |
| Sheriff's Department | Deputy Sheriff | 15 | 40,360.14 | 52,468.19 | 64,576.23 |
| Social Services | Benefit Programs Specialist II | 15 | 40,360.14 | 52,468.19 | 64,576.23 |
| Planning | Biosolids Monitor | 16 | 42,378.15 | 55,091.60 | 67,805.04 |
| Sheriff's Department | Deputy Sheriff Investigator | 16 | 42,378.15 | 55,091.60 | 67,805.04 |
| Animal Shelter | Animal Shelter Manager | 17 | 44,497.06 | 57,846.18 | 71,195.29 |
| Communications | Assistant Director of E-911 Communications | 17 | 44,497.06 | 57,846.18 | 71,195.29 |
| Maintenance | Office Manager - Maintenance | 17 | 44,497.06 | 57,846.18 | 71,195.29 |
| Parks and Recreation | Recreation Center Manager/Facilities Superintendent | 17 | 44,497.06 | 57,846.18 | 71,195.29 |
| Sheriff's Department | Court Services Sergeant | 17 | 44,497.06 | 57,846.18 | 71,195.29 |
| Victim Witness | Victim Witness Director | 17 | 44,497.06 | 57,846.18 | 71,195.29 |
| Planning | Natural Resources Planner | 18 | 46,721.91 | 60,738.49 | 74,755.06 |
| Sheriff's Department | Deputy Sheriff Sergeant | 18 | 46,721.91 | 60,738.49 | 74,755.06 |
| Sheriff's Department | Deputy Sheriff Investigations Sergeant | 18 | 46,721.91 | 60,738.49 | 74,755.06 |
| Social Services | Family Services Specialist II | 18 | 46,721.91 | 60,738.49 | 74,755.06 |
| Communications | Director of E-911 Communications | 19 | 49,058.01 | 63,775.41 | 78,492.81 |
| Information Technology | Information Technology/Geographic Information Systems Administrator | 19 | 49,058.01 | 63,775.41 | 78,492.81 |
| Registrar | General Registrar | 19 | 49,058.01 | 63,775.41 | 78,492.81 |
| Social Services | Benefit Programs Supervisor | 19 | 49,058.01 | 63,775.41 | 78,492.81 |
| Planning | Zoning Administrator | 21 | 54,086.45 | 70,312.39 | 86,538.33 |
| Social Services | Administrative Services Manager - Social Services | 21 | 54,086.45 | 70,312.39 | 86,538.33 |
| Building | Building Official | 22 | 56,790.78 | 73,823.01 | 90,865.24 |
| EMS | Emergency Medical Services Director | 22 | 56,790.78 | 73,823.01 | 90,865.24 |
| Administration | Director of Human Resources | 25 | 65,742.42 | 85,465.15 | 105,187.88 |
| Administration | Director of Economic Development | 25 | 65,742.42 | 85,465.15 | 105,187.88 |
| Commissioner of the Revenue | Commissioner of the Revenue | 25 | 65,742.42 | 85,465.15 | 105,187.88 |
| Commonwealth's Attorney | Assistant Commonwealth's Attorney | 25 | 65,742.42 | 85,465.15 | 105,187.88 |
| Sheriff's Department | Chief Deputy Sheriff | 25 | 65,742.42 | 85,465.15 | 105,187.88 |
| Treasurer | Treasurer | 25 | 65,742.42 | 85,465.15 | 105,187.88 |
| Information Technology | Director of Information Technology | 26 | 69,029.54 | 89,738.41 | 110,447.27 |
| Maintenance | Director of Maintenance | 26 | 69,029.54 | 89,738.41 | 110,447.27 |
| Parks and Recreation | Director of Parks and Recreation | 26 | 69,029.54 | 89,738.41 | 110,447.27 |
| Planning | Director of Planning | 26 | 69,029.54 | 89,738.41 | 110,447.27 |
| Circuit Court | Circuit Court Clerk | 27 | 72,481.02 | 94,225.33 | 115,969.63 |
| EMS | Director of Fire, Emergency Medical Services and Emergency Operations | 27 | 72,481.02 | 94,225.33 | 115,969.63 |
| Sheriff's Department | Sheriff | 28 | 76,105.07 | 98,936.59 | 121,768.11 |
| Social Services | Director of Social Services | 28 | 76,105.07 | 98,936.59 | 121,768.11 |
| Administration | County Attorney | 29 | 79,910.32 | 103,883.42 | 127,856.52 |
| Commonwealth's Attorney | Commonwealth's Attorney | 29 | 79,910.32 | 103,883.42 | 127,856.52 |
| Administration | County Administrator | 35 | 107,087.48 | 139,213.72 | 171,339.96 |

Board of Supervisors Meeting Minutes For July 19, 2016 – Regular Meeting

CLARKE COUNTY SHERIFF'S OFFICE
SALARY DISCREPENCIES BETWEEN CURRENT FY2017 OPTION B

| Name | Position | GRADE | FY 2017 Salary | Option B MIN | Option B MID | Option B MAX | CY 17 YOS |
|---------------|-------------------------|-------|----------------|--------------|--------------|--------------|-----------|
| SUMPTION | CHIEF DEPUTY | 25 | \$70,056.00 | \$65,742.42 | \$85,465.15 | \$105,187.88 | 23 |
| ROSENBERRY | COURTS SGT | 17 | \$60,727.00 | \$44,497.06 | \$57,846.18 | \$71,195.29 | 32 |
| KENNEDY | DEPUTY SHERIFF | 15 | \$38,883.00 | \$40,360.14 | \$52,468.19 | \$64,576.23 | 1 |
| CURTIS | DEPUTY SHERIFF | 15 | \$42,466.00 | \$40,360.14 | \$52,468.19 | \$64,576.23 | 8 |
| ERMERINS | DEPUTY SHERIFF | 15 | \$48,753.00 | \$40,360.14 | \$52,468.19 | \$64,576.23 | 12 |
| HERRON | DEPUTY SHERIFF | 15 | \$46,707.00 | \$40,360.14 | \$52,468.19 | \$64,576.23 | 9 |
| JEWELL | DEPUTY SHERIFF | 15 | \$42,466.00 | \$40,360.14 | \$52,468.19 | \$64,576.23 | 8 |
| LICHLITER | DEPUTY SHERIFF | 15 | \$65,755.00 | \$40,360.14 | \$52,468.19 | \$64,576.23 | 41 |
| MCDONALD | DEPUTY SHERIFF | 15 | \$45,428.00 | \$40,360.14 | \$52,468.19 | \$64,576.23 | 3 |
| VACANT | DEPUTY SHERIFF | 15 | | \$40,360.14 | \$52,468.19 | \$64,576.23 | 0 |
| MORELAND | DEPUTY SHERIFF | 15 | \$38,883.00 | \$40,360.14 | \$52,468.19 | \$64,576.23 | 1 |
| MASON | INVESTIGATOR | 16 | \$50,615.00 | \$42,378.15 | \$55,091.60 | \$67,805.04 | 12 |
| HOUGH | PATROL SERGEANT | 18 | \$49,880.00 | \$46,721.91 | \$60,738.49 | \$74,755.06 | 5 |
| PUTNAM | INVESTIGATIONS SERGEANT | 18 | \$61,941.00 | \$46,721.91 | \$60,738.49 | \$74,755.06 | 11 |
| CHAMBERS | PATROL SERGEANT | 18 | \$57,108.00 | \$46,721.91 | \$60,738.49 | \$74,755.06 | 12 |
| ROPER | SHERIFF | 28 | \$87,463.00 | \$76,105.07 | \$98,936.59 | \$121,768.11 | 38 |
| ROSE | OFFICE MGR | 10 | \$44,495.00 | \$31,623.23 | \$41,110.20 | \$50,597.17 | 9 |
| HESS | ECC Director | 19 | \$62,244.00 | \$49,058.01 | \$63,775.41 | \$78,492.81 | 30 |
| WHITE | Astistant ECC Director | 17 | \$44,547.00 | \$44,497.06 | \$57,846.18 | \$71,195.29 | 19 |
| HAMMOND | Com Spec- CTO | 11 | \$35,182.00 | \$33,204.39 | \$43,165.71 | \$53,127.02 | 21 |
| WILKERSON | Comm Spec- CTO | 11 | \$38,311.00 | \$33,204.39 | \$43,165.71 | \$53,127.02 | 16 |
| RICHARDS | Comm Spec | 11 | \$37,107.00 | \$33,204.39 | \$43,165.71 | \$53,127.02 | 11 |
| ENGEL | Comm Spec- CTO | 11 | \$32,845.00 | \$33,204.39 | \$43,165.71 | \$53,127.02 | 4 |
| DAWSON | Comm Spec | 11 | \$32,845.00 | \$33,204.39 | \$43,165.71 | \$53,127.02 | 4 |
| WRIGHT | Comm Spec | 11 | \$32,244.00 | \$33,204.39 | \$43,165.71 | \$53,127.02 | 3 |
| DUNCAN | Comm Spec | 11 | \$32,244.00 | \$33,204.39 | \$43,165.71 | \$53,127.02 | 3 |
| KERNS | Comm Spec | 11 | \$32,244.00 | \$33,204.39 | \$43,165.71 | \$53,127.02 | 9 |
| HAGER | Comm Spec | 11 | \$32,244.00 | \$33,204.39 | \$43,165.71 | \$53,127.02 | 1 |
| | | | | | | | |
| | | | | | | | |
| BELOW MINIMUM | | | | | | | |
| | | | | | | | |

Phase 1 (2017/2018)

Clarke County's Goals for Phase 1 include:

- Replace Back room equipment at ECC (P25 Conventional Core)
 - Replace console equipment at ECC
 - Conduct preventative maintenance of all existing subscriber equipment
 - Obtain necessary frequencies for expansion of system including microwave backhaul
 - Begin engineering design work for the Shentel tower site
- ESTIMATED TOTAL COSTS: \$423,000.00**

OCG recommended services to support the County through Phase 1:

- OCG will develop the SOW for procurement of the console/back room equipment and review the proposal received
 - OCG will oversee the implementation of the dispatch consoles and the back room "core" equipment
 - OCG will work with coordinators to identify the VHF and microwave frequencies
 - OCG will perform an RF analysis and work with the frequency coordinator for approval to modify FCC licenses to move to Shentel tower and add the simulcast site
 - OCG will assist the County to develop the detailed scope and tower site agreement (MOU) with Shentel
 - OCG will assist the County to develop the plan for the migration from Springsbury to Shentel
- ESTIMATED TOTAL COSTS: \$25,100.00**

Phase 2 (2018/2019)

Clarke County's Goals for Phase 2 include:

- Replace existing tower at ECC
 - Construct and move operations from Springsbury Road to the Shentel tower site
 - Implement microwave backhaul between ECC – Shentel – Mt. Weather
 - Implement necessary antenna structure upgrades at the Mt. Weather site
- ESTIMATED TOTAL COSTS: \$523,000.00**

OCG recommended services to support the County through Phase 2:

- OCG will develop the SOW for:
 - the replacement of the ECC tower
 - the construction of the Shentel communications site and microwave backhaul network
 - the migration of the VHF system equipment from Springsbury to Shentel
 - the necessary upgrades at the Mt. Weather site including microwave backhaul
- OCG will oversee construction of the new monopole antenna at ECC

- OCG will oversee construction of the communications site at Shentel
 - OCG will oversee construction of the new microwave backhaul system
 - OCG will oversee the implementation of the VHF system at Shentel
- ESTIMATED TOTAL COSTS: \$39,085.00**

Phase 3 (2019/2020)

Clarke County's Goals for Phase 3 include:

- Implement Millwood site and upgrade system to simulcast
 - Integrate Millwood into the microwave backhaul system
- ESTIMATED TOTAL COSTS: \$272,325.00**

OCG recommended services to support the County through Phase 3:

- OCG will develop the SOW for:
 - the development of the Millwood Water Tank communications site and microwave backhaul network
 - the implementation of the VHF simulcast site and equipment
 - OCG will oversee construction of the new communications site at Millwood
 - OCG will oversee the implementation of the microwave backhaul network to add the Millwood Water Tank site to the system
 - OCG will oversee the installation, functional testing, and coverage testing of the VHF infrastructure equipment Millwood Water Tank
- ESTIMATED TOTAL COSTS: \$32,010.00**

Phase 4 (2020/2021)

Clarke County's Goals for Phase 4 include:

- Implement vehicle repeaters for Fire/EMS equipment
- ESTIMATED TOTAL COSTS: \$412,000.0**
- Purchase system spares as needed
- ESTIMATED TOTAL COSTS: \$14,685.00**

OCG recommended services to support the County through Phase 4:

- OCG will develop the SOW for:
 - the purchase and installation of vehicle repeaters
 - OCG will develop a recommended list of spare parts for the County to purchase
- ESTIMATED TOTAL COSTS: \$3,360.00**

Use this form to request technology improvements including hardware, software, telephone service, training, programming, and maintenance. Complete a separate sheet for each project. Attach additional information as necessary.

Department, School, or Agency Name: Clarke County Emergency Communications Center

Account Manager or Contact Person: Pamela L. Hess, Director

Technology Object or Project Name: Phone System Hardware Replacement

Month and Year Needed: July 2017 *New or Replacement?* Replacement *Cost:* \$102,419.64

Non-local Revenue for Object (if any):

Source: Wireless Services Board Grant

Amount: \$102,419.64

JUSTIFICATION Please justify your request below as succinctly, factually, and legibly as possible:

We are seeking to do a complete VESTA 9-1-1 hardware refresh of our current call handling equipment. Our existing equipment has reached the 5 year mark and is recommended by the vendor to replace our existing hardware. Along with this will be adding new equipment for VESTA Analytics for call counting and activity reporting. We feel that it is fiscally responsible to request the funding at this time to upgrade our equipment prior to it becoming an emergent situation or waiting until failures occur.

Use this form to request technology improvements including hardware, software, telephone service, training, programming, and maintenance. Complete a separate sheet for each project. Attach additional information as necessary.

Department, School, or Agency Name: Clarke County Emergency Communications Center

Account Manager or Contact Person: Pamela L. Hess, Director

Technology Object or Project Name: PowerPhone Card Set Replacement

Month and Year Needed: July 2017 *New or Replacement?* Replacement *Cost:* \$15,000.00

Non-local Revenue for Object (if any):

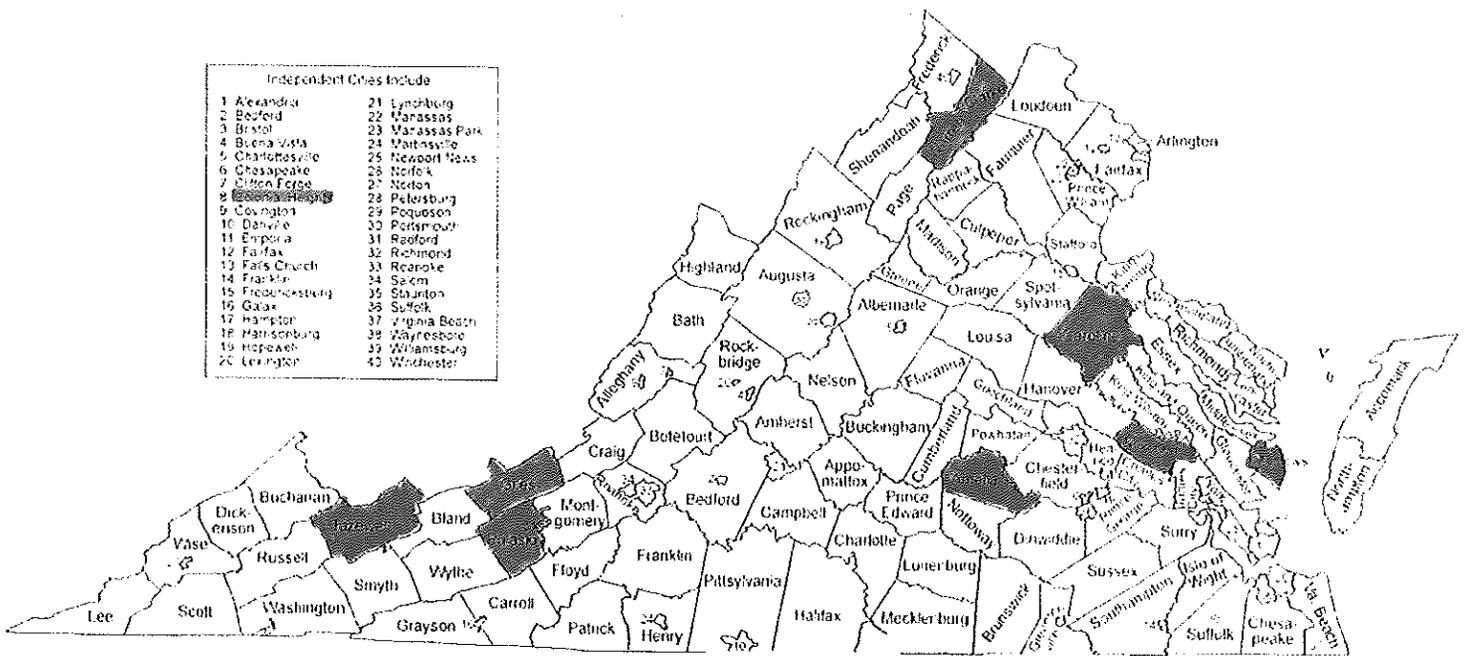
Source: Virginia Office of Emergency Medical Services EMD Grant through RSAF

Amount: \$15,000.00

JUSTIFICATION Please justify your request below as succinctly, factually, and legibly as possible:

The current Printed Paper Card Set that we use for our backup CACH (EMD) program from PowerPhone is going to be phased out. They will be replaced with software run on high end tablets. We will be seeking grant funds.

| Independent Cities Include | |
|----------------------------|-------------------|
| 1 Alexandria | 21 Lynchburg |
| 2 Bedford | 22 Manassas |
| 3 Bristol | 23 Manassas Park |
| 4 Buena Vista | 24 Martinsville |
| 5 Charlottesville | 25 Newport News |
| 6 Chesapeake | 26 Norfolk |
| 7 Clifton Forge | 27 Nottoway |
| 8 Falls Church | 28 Petersburg |
| 9 Covington | 29 Roanoke |
| 10 Danville | 30 Portsmouth |
| 11 Emporia | 31 Radford |
| 12 Fairfax | 32 Richmond |
| 13 Falls Church | 33 Roanoke |
| 14 Franconia | 34 Salem |
| 15 Fredericksburg | 35 Staunton |
| 16 Galax | 36 Suffolk |
| 17 Hampton | 37 Virginia Beach |
| 18 Hansotburg | 38 Waynesboro |
| 19 Hopewell | 39 Williamsburg |
| 20 Lexington | 40 Winchester |



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GREEN - PERMANENT Decals

[County, City or Town Letterhead]

“RESOLUTION”

WHEREAS, it becomes necessary from time to time for the *[County, City or Town]* of *[County, City or Town Name]* to obtain land use permits from the Virginia Department of Transportation to install, construct, maintain and operate certain public works and public utilities projects along, across over and upon highway systems of the Commonwealth of Virginia; and,

WHEREAS, expense, damage or injury may be sustained by the Commonwealth of Virginia growing out of granting to the *[County, City or Town]* of *[County, City or Town Name]* by the Virginia Department of Transportation of said permits for the work aforesaid;

NOW, THEREFORE, BE IT RESOLVED by the *[County, City or Town]* *[Board of Supervisors, City or Town Council]* this *[Date]* day of *[Month]*, *[Year]*:

Section 1: That in accordance with the provisions of Section 24VAC30-151-720 of the Land Use Permit Regulations of the Virginia Department of Transportation, the *[County, City or Town]* of *[County, City or Town Name]* does hereby grant assurances to the Virginia Department of Transportation (VDOT) that it shall in all respects comply with all of the conditions of the permit or permits that have been, or will be, granted to the *[County, City or Town]* of *[County, City or Town Name]* and that said jurisdiction does hereby certify that it will carry liability insurance for personal injury and property damage that may arise from the work performed under permit and/or from the operation of the permitted activity as follows: up to one-million dollars (\$1,000,000) each occurrence to protect the Commonwealth Transportation Board members and the Virginia Department of Transportation’s agents or employees; seventy-five thousand dollars (\$75,000) each occurrence to protect the Commonwealth Transportation Board, the Virginia Department of transportation or the Commonwealth of Virginia in the event of suit.

Section 2: That the County Administrator, City or Town Mayor, or their designee, be, and hereby is authorized to execute on behalf of the *[County, City or Town]* of *[County, City or Town Name]* all land use permits and related documents of the Virginia Department of Transportation.

Section 3: That this resolution shall be a continuing resolution and shall not be revoked unless and until sixty (60) days written notice of any proposed revocation be submitted to the Virginia Department of Transportation.

Section 4: That the *[County, City or Town]* of *[County, City or Town Name]* shall, if requested by the Virginia Department of Transportation, provide a letter that commits to using the surety provided by its contractor or to have the contractor execute a dual obligation rider that adds the Virginia Department of Transportation as an additional obligee to the surety bond provided to the locality, with either of these options guaranteeing the work performed within state maintained right-of-way under the terms of the land use permit for that purpose.

BE IT STILL FURTHER RESOLVED that the County Administrator, City or Town Mayor, or their designee, be, and hereby is authorized and directed to procure insurance required by Section 1 herein.

The foregoing Resolution was adopted by the [County Board of Supervisors, City or Town Council] at its regular meeting held on [Day, Month, Year] in [County, City or Town Name], Virginia.

*[Authorized Signature]
[Printed Name & Title]
[County, City or Town Name]*

**Clarke County
Invoice History Report
September 30, 2016**

| VENDOR NAME | ORG | ACCOUNT DESC | FULL DESC | INVOICE DATE | AMOUNT |
|-----------------------------------|----------|--------------------------------|--|--------------|-----------|
| American Red Cross | 10000500 | Pool CS | Lifeguard | 09/21/2016 | 89.00 |
| American Red Cross Total | | | | | 89.00 |
| Anderson and Associa | 10000890 | JGC Maintenanc CS | Professional Structural Engine | 08/31/2016 | 1,103.52 |
| Anderson and Associa | 30104409 | Citizens Convenience Ctr | Convenience Center Review | 08/31/2016 | 5,319.25 |
| Anderson and Associa | 74000010 | Maintenanc CS | Professional Structural Engine | 08/31/2016 | 656.48 |
| Anderson and Associa Total | | | | | 7,079.25 |
| Anderson Control | 10000900 | Maintenanc CS | rm Anderson 100 N. 4 wireless panic alarms systems | 09/13/2016 | 382.00 |
| Anderson Control | 10001020 | Maintenanc CS | rm AControl 311 EMain St alarm monitoring 12 mont | 09/01/2016 | 252.00 |
| Anderson Control Total | | | | | 634.00 |
| Arc Water Treatment | 10000890 | JGC Maintenanc CS | rm ARC 101 Chalmers water treatment | 09/01/2016 | 70.85 |
| Arc Water Treatment | 74000010 | Maintenanc CS | rm ARC 101 Chalmers water treatment | 09/01/2016 | 42.15 |
| Arc Water Treatment Total | | | | | 113.00 |
| ArchiveSocial | 10000080 | Technology SW/OL Content | One month of archivesocial economy package | 07/20/2016 | 2,388.00 |
| ArchiveSocial Total | | | | | 2,388.00 |
| Arnett, Betsy | 10000640 | HstPrvCom Board Fe | Attd @ 9-21-16 HPC mtg | 09/23/2016 | 25.00 |
| Arnett, Betsy Total | | | | | 25.00 |
| At&t | 10000020 | County Adm Telephone | 287015712672 | 08/24/2016 | 43.11 |
| At&t | 10000080 | IT Telephone | 287015712672 | 08/24/2016 | 122.70 |
| At&t | 10000100 | Registrar Telephone | 287015712672 | 08/24/2016 | 61.35 |
| At&t | 10000170 | Comm Atty Telephone | 287015712672 | 08/24/2016 | 172.44 |
| At&t | 10000180 | Sheriff Telephone | 287015712672 | 08/24/2016 | 1,018.27 |
| At&t | 10000180 | Sheriff Telephone | Mthly Stmt | 09/01/2016 | 103.14 |
| At&t | 10000210 | Communicat Telephone | 287015712672 | 08/24/2016 | 164.70 |
| At&t | 10000320 | Bldg Insp Telephone | 287015712672 | 08/24/2016 | 79.20 |
| At&t | 10000330 | AnimalCtrl Telephone | 287015712672 | 08/24/2016 | 14.05 |
| At&t | 10000380 | Maintenanc Telephone | 287015712672 | 08/24/2016 | 85.74 |
| At&t | 10000610 | Econ Dev Telephone | 287015712672 | 08/24/2016 | 43.11 |
| At&t Total | | | | | 1,907.81 |
| Atlantic Group | 30104606 | Telecommunic & Broadband Study | Telecommunications Consultant | 09/08/2016 | 3,375.00 |
| Atlantic Group Total | | | | | 3,375.00 |
| Atlantic Tactical | 10000180 | Sheriff Ammunition | Ranger 12ga 1 oz case of 250 | 09/09/2016 | 125.19 |
| Atlantic Tactical Total | | | | | 125.19 |
| Attic Promotions | 10000510 | Programs Clothing | Staff shirts | 08/11/2016 | 118.10 |
| Attic Promotions | 10000510 | Programs Clothing | Shirts After School | 08/31/2016 | 20.85 |
| Attic Promotions Total | | | | | 138.95 |
| Barns of Rose Hill | 10000527 | Barns of Rose Hill Contr | FY17 Civic Contribution | 08/27/2016 | 5,000.00 |
| Barns of Rose Hill | 10000530 | VA Comm for Arts Contr | FY17 Civic Contribution | 08/27/2016 | 7,000.00 |
| Barns of Rose Hill Total | | | | | 12,000.00 |
| Battery Mart | 10000920 | Maintenanc Mat&Sup | rm BMart 104 and JWMS batteries | 09/16/2016 | 65.90 |
| Battery Mart | 10000950 | Maintenanc Mat&Sup | rm BMart Rec batteries of emergency lights | 09/06/2016 | 41.70 |
| Battery Mart Total | | | | | 107.60 |
| BB&T | 10000010 | BoS Part Time Salaries | LBW 08-2016 BB&T Co Admin, BoS, EMS, IT | 09/09/2016 | 145.05 |
| BB&T | 10000010 | BoS Purchased Services | LBW 08-2016 BB&T Co Admin, BoS, EMS, IT | 09/09/2016 | 900.00 |
| BB&T | 10000010 | BoS Postal | LBW 08-2016 BB&T Co Admin, BoS, EMS, IT | 09/09/2016 | 22.95 |
| BB&T | 10000020 | County Adm Due & Memb | LBW 08-2016 BB&T Co Admin, BoS, EMS, IT | 09/09/2016 | 155.00 |
| BB&T | 10000080 | IT Mat&Sup | LBW 08-2016 BB&T Co Admin, BoS, EMS, IT | 09/09/2016 | 273.73 |
| BB&T | 10000180 | Sheriff CS | September Stmt | 09/09/2016 | 17.00 |
| BB&T | 10000180 | Sheriff Travel | Sept Statement | 09/09/2016 | 62.77 |
| BB&T | 10000180 | Travel | September Stmt | 09/09/2016 | 422.91 |
| BB&T | 10000180 | Travel | Sept Statement | 09/09/2016 | 304.00 |
| BB&T | 10000180 | Sheriff Mat&Sup | Sept Statement | 09/09/2016 | 190.39 |
| BB&T | 10000180 | Materials and Supplies | September Statement | 09/09/2016 | 183.75 |
| BB&T | 10000180 | Materials and Supplies | September Stmt | 09/09/2016 | 132.36 |
| BB&T | 10000180 | Materials and Supplies | September Stmt | 09/09/2016 | 177.13 |
| BB&T | 10000260 | EMS CS | LBW 08-2016 BB&T Co Admin, BoS, EMS, IT | 09/09/2016 | 1,985.00 |
| BB&T | 10000260 | EMS Travel | LBW 08-2016 BB&T Co Admin, BoS, EMS, IT | 09/09/2016 | 198.69 |
| BB&T | 10000260 | EMS Mat&Sup | LBW 08-2016 BB&T Co Admin, BoS, EMS, IT | 09/09/2016 | 179.45 |
| BB&T | 10000330 | AnimalCtrl Mat&Sup | rm BBT Credit Card Statement for 8/12/16 to 9/9/16 | 09/09/2016 | 328.26 |
| BB&T | 10000480 | Parks Adm Due & Memb | supplies | 08/31/2016 | 240.00 |
| BB&T | 10000510 | Programs Mat&Sup | supplies | 08/31/2016 | 200.60 |
| BB&T | 10000510 | Programs Mat&Sup | Trans 8/13 Post 8/14 | 09/09/2016 | 118.00 |
| BB&T | 10000550 | Plan Adm Travel | Services & goods for PA | 09/20/2016 | 95.00 |
| BB&T | 10000550 | Plan Adm Mat&Sup | Services & goods for PA | 09/20/2016 | 28.63 |

**Clarke County
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| | | | | INVOICE | |
|-----------------------------------|----------|-------------------------------|--|------------|-----------|
| VENDOR NAME | ORG | ACCOUNT DESC | FULL DESC | DATE | AMOUNT |
| BB&T | 10001520 | ICAC Travel | September Statement | 09/09/2016 | 297.02 |
| BB&T | 10001520 | ICAC Travel | September Stmt | 09/09/2016 | 606.30 |
| BB&T | 107 | Inventory - Mtls & Supplies | Trans 8/21 Post 8/22 | 09/09/2016 | 142.95 |
| BB&T | 107 | Inventory - Mtls & Supplies | Trans 8/28 Post 8/29 | 09/09/2016 | 71.98 |
| BB&T | 107 | Inventory - Mtls & Supplies | Trans 8/30 Post 8/31 | 09/09/2016 | 414.00 |
| BB&T | 23112890 | Sheriff Mat&Sup | September Stmt | 09/09/2016 | -346.17 |
| BB&T Total | | | | | 7,546.75 |
| Berryville Auto Part | 10000180 | Sheriff CS | Estimated Vehicle Repair for 1405 | 08/30/2016 | 45.00 |
| Berryville Auto Part | 10000180 | Sheriff CS | Estimated Vehicle Repair for 1301 | 08/31/2016 | 175.00 |
| Berryville Auto Part | 10000180 | Sheriff CS | Estimated Vehicle Repair for 1102 | 09/13/2016 | 90.00 |
| Berryville Auto Part | 10000180 | Sheriff CS | Estimated Vehicle Repair for 1502 | 09/13/2016 | 60.00 |
| Berryville Auto Part | 10000180 | Sheriff CS | Estimated Vehicle Repair for 1303 | 09/20/2016 | 64.00 |
| Berryville Auto Part | 10000180 | Sheriff CS | Estimated Vehicle Repair for 1404 | 09/20/2016 | 110.00 |
| Berryville Auto Part | 10000180 | Sheriff CS | Estimated Vehicle Repair for 1001 | 09/22/2016 | 60.00 |
| Berryville Auto Part | 10000180 | Sheriff CS | Estimated Vehicle Repair for 1303 | 09/26/2016 | 40.00 |
| Berryville Auto Part | 10000180 | Sheriff CS | Estimated Vehicle Repair for 1402 | 09/26/2016 | 160.00 |
| Berryville Auto Part | 10000180 | Materials and Supplies | Estimated Vehicle Repair for 1405 | 08/30/2016 | 456.03 |
| Berryville Auto Part | 10000180 | Materials and Supplies | Estimated Vehicle Repair for 1301 | 08/31/2016 | 471.77 |
| Berryville Auto Part | 10000180 | Materials and Supplies | Estimated Vehicle Repair for 1102 | 09/13/2016 | 89.27 |
| Berryville Auto Part | 10000180 | Materials and Supplies | Estimated Vehicle Repair for 1502 | 09/13/2016 | 33.65 |
| Berryville Auto Part | 10000180 | Materials and Supplies | Estimated Vehicle Repair for 1001 | 09/15/2016 | 17.90 |
| Berryville Auto Part | 10000180 | Materials and Supplies | Estimated Vehicle Repair for 1404 | 09/20/2016 | 203.94 |
| Berryville Auto Part | 10000180 | Materials and Supplies | Estimated Vehicle Repair for 1001 | 09/22/2016 | 64.42 |
| Berryville Auto Part | 10000180 | Materials and Supplies | Estimated Vehicle Repair for 1303 | 09/26/2016 | 30.49 |
| Berryville Auto Part | 10000180 | Materials and Supplies | Estimated Vehicle Repair for 1402 | 09/26/2016 | 170.19 |
| Berryville Auto Part | 10000380 | Maintenanc Mat&Sup | rm BAP Maint 10w30 oil | 09/02/2016 | 11.05 |
| Berryville Auto Part | 10000380 | Maintenanc Mat&Sup | rm BH Maint oil and antifreeze for truck | 09/09/2016 | 31.69 |
| Berryville Auto Part | 10000380 | Maintenanc Mat&Sup | rm BAP Maint battery for truck | 09/12/2016 | 102.99 |
| Berryville Auto Part | 10000380 | Maintenanc Mat&Sup | rm BAP Maint oil for Man truck | 09/16/2016 | 24.73 |
| Berryville Auto Part | 10000480 | Parks Adm Mat&Sup | supplies | 08/29/2016 | 9.99 |
| Berryville Auto Part Total | | | | | 2,522.11 |
| Berryville Farm | 10000330 | AnimalCtrl Mat&Sup | rm BFS ACO food for pig | 09/20/2016 | 11.85 |
| Berryville Farm | 10000990 | Maintenanc Mat&Sup | rm BFS Soccer feed sacks | 08/31/2016 | 0.90 |
| Berryville Farm Total | | | | | 12.75 |
| Berryville True Valu | 10000380 | Maintenanc Mat&Sup | rm BH Maint weedeater head | 08/30/2016 | 29.99 |
| Berryville True Valu | 10000380 | Maintenanc Mat&Sup | rm BH Maintenance tool box for keys | 09/01/2016 | 6.49 |
| Berryville True Valu | 10000380 | Maintenanc Mat&Sup | rm BH Maint 4 lights for maint shop | 09/22/2016 | 35.96 |
| Berryville True Valu | 10000480 | Parks Adm Mat&Sup | supplies | 09/25/2016 | 14.97 |
| Berryville True Valu | 10000890 | Maintenanc Mat&Sup | rm BH 101 Chalmers sealant , hitch pin clip | 08/30/2016 | 17.71 |
| Berryville True Valu | 10000890 | Maintenanc Mat&Sup | rm BH 101 Chalmers general fastners | 08/31/2016 | 11.12 |
| Berryville True Valu | 10000890 | Maintenanc Mat&Sup | rm BH 101 Chalmers ct MNT tape masonry bit | 09/01/2016 | 6.26 |
| Berryville True Valu | 10000900 | Maintenanc Mat&Sup | rm BH 100 N. Church calk and roller covers | 09/20/2016 | 12.56 |
| Berryville True Valu | 10000920 | Maintenanc Mat&Sup | rm BH Boyce/ 104 N. Church fastners/ sealant | 09/06/2016 | 30.98 |
| Berryville True Valu | 10000920 | Maintenanc Mat&Sup | rm BH 104 N. Church dual mpt aerator | 09/16/2016 | 10.98 |
| Berryville True Valu | 10000940 | Maintenanc Mat&Sup | rm BH 524 Westwood iron corners general fastners | 09/06/2016 | 23.65 |
| Berryville True Valu | 10000960 | Maintenanc Mat&Sup | rm BH Park playground general fastners | 09/19/2016 | 16.10 |
| Berryville True Valu | 74000010 | Maintenanc Mat&Sup | rm BH 101 Chalmers sealant , hitch pin clip | 08/30/2016 | 10.54 |
| Berryville True Valu | 74000010 | Maintenanc Mat&Sup | rm BH 101 Chalmers general fastners | 08/31/2016 | 6.62 |
| Berryville True Valu | 74000010 | Maintenanc Mat&Sup | rm BH 101 Chalmers ct MNT tape masonry bit | 09/01/2016 | 3.72 |
| Berryville True Valu Total | | | | | 237.65 |
| Blue Sky Towers | 10000180 | Sheriff Leases and Rentals | Setpember charges | 09/01/2016 | 2,070.00 |
| Blue Sky Towers Total | | | | | 2,070.00 |
| Bosserman, Barbara | 10000100 | Registrar Travel | SBE Meeting | 09/01/2016 | 7.63 |
| Bosserman, Barbara | 10000100 | Registrar Mileage | SBE Meeting | 09/01/2016 | 142.56 |
| Bosserman, Barbara | 10000100 | Registrar Mat&Sup | New Dept. Cell Phone Supplies | 09/24/2016 | 28.41 |
| Bosserman, Barbara Total | | | | | 178.60 |
| Bouffault, Robina | 10000560 | Plan Com Board Fe | Attd @ 8-30-16 & 9-2-16 PC mtgs | 09/06/2016 | 100.00 |
| Bouffault, Robina Total | | | | | 100.00 |
| Boyce Volunteer Fire | 10000240 | Boyce Volunteer Fire Co Contr | Civic Contribution Qtrs 1&2 FY17 | 09/01/2016 | 25,000.00 |
| Boyce Volunteer Fire Total | | | | | 25,000.00 |
| Brett D. Cashman | 10000110 | Circuit C Juror Pay | Jury Duty - 3 Days | 09/07/2016 | 90.00 |
| Brett D. Cashman Total | | | | | 90.00 |
| Brett G. Michael | 10000110 | Circuit C Juror Pay | Jury Duty - 1 Day | 09/07/2016 | 30.00 |

**Clarke County
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| VENDOR NAME | ORG | ACCOUNT DESC | FULL DESC | INVOICE DATE | AMOUNT |
|-----------------------------------|----------|--------------------------------|--|--------------|-----------|
| Brett G. Michael Total | | | | | 30.00 |
| Broys Car Wash | 10000180 | Sheriff CS | August Car Wash | 08/31/2016 | 48.00 |
| Broys Car Wash Total | | | | | 48.00 |
| Buckley, Randy | 10000560 | Plan Com Board Fe | Attd @ 9-2-16 PC mtg | 09/06/2016 | 50.00 |
| Buckley, Randy Total | | | | | 50.00 |
| BW Wilson Paper | 107 | Inventory - Mtls & Supplies | Customer 51015500 | 09/09/2016 | 1,609.36 |
| BW Wilson Paper Total | | | | | 1,609.36 |
| Caldwell, Anne | 10000560 | Plan Com Board Fe | Attd @ 8-30-16 & 9-2-16 pc mtgs | 09/06/2016 | 100.00 |
| Caldwell, Anne | 10000640 | HstPrvCom Board Fe | Attd @ HPC 9-21-16 mtg | 09/23/2016 | 25.00 |
| Caldwell, Anne Total | | | | | 125.00 |
| Cameron Troutt | 10000110 | Circuit C Juror Pay | Jury Duty - 1 day | 09/07/2016 | 30.00 |
| Cameron Troutt Total | | | | | 30.00 |
| Capelli, Len | 10000610 | Econ Dev CS | LBW Econ Dev Dir Hours 08-2016 | 08/29/2016 | 3,250.00 |
| Capelli, Len Total | | | | | 3,250.00 |
| Cardillo, Robin Couc | 23512810 | Cnsrv Esmt Donation- Purch Svc | Services for CEA Sept '16 | 09/09/2016 | 946.63 |
| Cardillo, Robin Couc Total | | | | | 946.63 |
| Carl G. Amundson | 10000110 | Circuit C Juror Pay | Jury Duty - 1 Day | 09/07/2016 | 30.00 |
| Carl G. Amundson Total | | | | | 30.00 |
| Cathy White | 10000510 | Programs Refunds | Refund | 09/08/2016 | 55.00 |
| Cathy White Total | | | | | 55.00 |
| Charles A. Alexander | 10000110 | Circuit C Juror Pay | Jury Duty - 1 day | 09/07/2016 | 30.00 |
| Charles A. Alexander Total | | | | | 30.00 |
| Charles Wellman | 10000510 | Programs Refunds | Park Refund | 08/26/2016 | 7.00 |
| Charles Wellman Total | | | | | 7.00 |
| Chatman, Stacey | 10000510 | Programs CS | Contracted Employee | 09/15/2016 | 341.25 |
| Chatman, Stacey Total | | | | | 341.25 |
| Chief Supply Corp | 30104331 | Sher Veh CO Repl | Equip for New Vehicle 1601 | 09/19/2016 | 108.07 |
| Chief Supply Corp Total | | | | | 108.07 |
| Clarke County Commun | 10000530 | VA Comm for Arts Contr | FY17 Civic Contribution | 07/01/2016 | 3,000.00 |
| Clarke County Commun Total | | | | | 3,000.00 |
| Clarke County Health | 10000330 | AnimalCtrl CS | rm CCHD Maint and ACO shots and tb evaluation | 09/02/2016 | 712.88 |
| Clarke County Health | 10000380 | Maintenanc CS | rm CCHD Maint and ACO shots and tb evaluation | 09/02/2016 | 26.96 |
| Clarke County Health | 10000510 | Programs Due & Memb | Training | 09/01/2016 | 33.48 |
| Clarke County Health Total | | | | | 773.32 |
| Combs Wastewater Man | 10000510 | Programs Lease&Rent | Portable Toilet | 08/31/2016 | 65.00 |
| Combs Wastewater Man | 10000960 | Maintenanc CS | rm Combs Park porta potti by the soccer fields | 08/30/2016 | 65.00 |
| Combs Wastewater Man | 10000960 | Maintenanc CS | rm Combs Park porta potti by the pool | 09/01/2016 | 65.00 |
| Combs Wastewater Man Total | | | | | 195.00 |
| Comcast | 10000080 | IT Telephone | Acct 901594957 Govt Internet | 09/01/2016 | 850.00 |
| Comcast | 10000180 | Sheriff CS | September Statement - 01626 754926-02-6 | 09/21/2016 | 87.27 |
| Comcast Total | | | | | 937.27 |
| Commercial Press | 10000040 | Com of Rev Printing | envelopes | 08/19/2016 | 151.00 |
| Commercial Press | 10000070 | Treasurer Mat&Sup | Letterhead - Treas Office | 09/16/2016 | 74.25 |
| Commercial Press | 10000180 | Sheriff Printing | Property Receipt Forms | 09/09/2016 | 54.50 |
| Commercial Press | 10000320 | Bldg Insp Mat&Sup | labels | 08/19/2016 | 87.90 |
| Commercial Press Total | | | | | 367.65 |
| Commissioners of Rev | 10000040 | Com of Rev Due & Memb | 2016-2017 dues | 08/30/2016 | 300.00 |
| Commissioners of Rev Total | | | | | 300.00 |
| County of Frederick | 10000350 | RefuseDisp Intergov | Clarke refuse | 09/06/2016 | 1,089.96 |
| County of Frederick | 10000350 | RefuseDisp Intergov | Refuse | 09/06/2016 | 103.00 |
| County of Frederick | 10000350 | RefuseDisp Intergov | shared expenses/refuse | 09/21/2016 | 9,561.02 |
| County of Frederick Total | | | | | 10,753.98 |
| CPI | 10000180 | Sheriff Maint Con | Annual OpenFox Messenger License / Maintenance | 09/20/2016 | 520.20 |
| CPI Total | | | | | 520.20 |
| CW Warthen | 10000150 | Clk of CC Mat&Sup | Civil Casebinders | 09/09/2016 | 299.80 |
| CW Warthen Total | | | | | 299.80 |
| Daniel Collins | 10000110 | Circuit C Juror Pay | Jury Duty - 1 Day | 09/07/2016 | 30.00 |
| Daniel Collins Total | | | | | 30.00 |
| David M. Hardesty | 10000110 | Circuit C Juror Pay | Jury Duty - 1 day | 09/07/2016 | 30.00 |
| David M. Hardesty Total | | | | | 30.00 |
| DDL Business Sys | 10000480 | Parks Adm Maint Con | Contract 10240-13 | 08/25/2016 | 201.54 |
| DDL Business Sys Total | | | | | 201.54 |
| Deborah Abercrombie | 10000110 | Circuit C Juror Pay | Jury Duty - 3 days | 09/07/2016 | 90.00 |

**Clarke County
Invoice History Report
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| VENDOR NAME | ORG | ACCOUNT DESC | FULL DESC | INVOICE DATE | AMOUNT |
|-----------------------------------|----------|-----------------------------|--|--------------|------------|
| Deborah Abercrombie Total | | | | | 90.00 |
| Deborah D. Liggins | 10000110 | Circuit C Juror Pay | Jury Duty - 1 day | 09/07/2016 | 30.00 |
| Deborah D. Liggins Total | | | | | 30.00 |
| Dehaven Berkeley | 10000180 | Materials and Supplies | Sept Cooler Rental | 09/14/2016 | 9.00 |
| Dehaven Berkeley | 10000180 | Materials and Supplies | Water (Comm Ctr) | 09/06/2016 | 24.85 |
| Dehaven Berkeley | 10000180 | Materials and Supplies | Water | 09/06/2016 | 12.90 |
| Dehaven Berkeley | 10000380 | Maintenanc Wat & Sew | rm Dehaven Maint water | 09/06/2016 | 12.90 |
| Dehaven Berkeley | 10000380 | Maintenanc Wat & Sew | rm Dehaven Maint water | 09/14/2016 | 11.00 |
| Dehaven Berkeley | 10000900 | Maintenanc Wat & Sew | rm Dehaven 100N. Church water | 09/14/2016 | 9.00 |
| Dehaven Berkeley Total | | | | | 79.65 |
| Department of Forest | 10000280 | Forestry Svcs Entity Gift | FY 17 County fire suppression pyt | 09/14/2016 | 2,711.52 |
| Department of Forest Total | | | | | 2,711.52 |
| Department of State | 10000320 | Bldg Insp CS | Background checks A1516 Billing 46219 | 09/01/2016 | 37.00 |
| Department of State | 10000510 | Programs Due & Memb | Background Checks | 09/01/2016 | 40.00 |
| Department of State Total | | | | | 77.00 |
| DMV | 10000070 | Treasurer DMV Stop | August 2016 DMV Stops | 08/31/2016 | 440.00 |
| DMV Total | | | | | 440.00 |
| Duane A. Welsh | 10000110 | Circuit C Juror Pay | Jury Duty - 1 Day | 09/07/2016 | 30.00 |
| Duane A. Welsh Total | | | | | 30.00 |
| Evident Inc | 10000180 | Materials and Supplies | Police Supplies | 09/07/2016 | 103.90 |
| Evident Inc Total | | | | | 103.90 |
| Ezra D. Isom Jr. | 10000110 | Circuit C Juror Pay | Jury Duty - 1 day | 09/07/2016 | 30.00 |
| Ezra D. Isom Jr. Total | | | | | 30.00 |
| Frederick-Winchester | 10000370 | Sanitation Intergov | August 2016 | 09/09/2016 | 2,616.49 |
| Frederick-Winchester Total | | | | | 2,616.49 |
| Frenzel, Greg | 10000180 | Travel | Mileage Reimbursement - Training | 08/04/2016 | 86.61 |
| Frenzel, Greg Total | | | | | 86.61 |
| Galls/Best Uniforms | 10000180 | Uniform & Wearing Apparel | Pants | 08/29/2016 | 47.79 |
| Galls/Best Uniforms | 10000180 | Uniform & Wearing Apparel | Uniforms | 09/06/2016 | 115.40 |
| Galls/Best Uniforms Total | | | | | 163.19 |
| GCA | 10000380 | Maintenanc Cust Con | rm GCA County Cleaning Service for Sept 2016 | 09/01/2016 | 3,366.23 |
| GCA | 10000890 | Maintenanc Cust Con | rm GCA County Cleaning Service for Sept 2016 | 09/01/2016 | 2,332.38 |
| GCA | 10000950 | Custodial Service Contracts | rm GCA Senior Center for August 2016 | 08/29/2016 | 127.60 |
| GCA | 10001020 | Custodial Service Contracts | rm GCA County Cleaning Service for Sept 2016 | 09/01/2016 | 293.78 |
| GCA | 74000010 | Maintenanc Cust Con | rm GCA County Cleaning Service for Sept 2016 | 09/01/2016 | 1,387.51 |
| GCA Total | | | | | 7,507.50 |
| General Sales of Vir | 10000380 | Maintenanc Mat&Sup | rm GSales maint cleaning supplies | 09/01/2016 | 503.95 |
| General Sales of Vir Total | | | | | 503.95 |
| George L. Ohrstrom | 10000110 | Circuit C Juror Pay | Jury Duty - 1 Day | 09/07/2016 | 30.00 |
| George L. Ohrstrom Total | | | | | 30.00 |
| Graves Mountain | 10001440 | Victim Witness Travel | Registration Fee - Training 092616 Beth Marple | 09/12/2016 | 25.00 |
| Graves Mountain Total | | | | | 25.00 |
| Gray, Ginger | 10000510 | Programs CS | Contracted Employee | 09/15/2016 | 182.00 |
| Gray, Ginger Total | | | | | 182.00 |
| Greatscapes | 10000380 | Maintenanc Maint Con | rm GreatScapes County Mow for August 2016 | 09/01/2016 | 10,050.00 |
| Greatscapes Total | | | | | 10,050.00 |
| Gregory S. Bigler | 10000110 | Circuit C Juror Pay | Jury Duty - 3 Days | 09/07/2016 | 90.00 |
| Gregory S. Bigler Total | | | | | 90.00 |
| Grubb, Kristen | 10000510 | Programs CS | Contracted Employee | 09/15/2016 | 273.00 |
| Grubb, Kristen Total | | | | | 273.00 |
| Hall, Monahan | 10000030 | Legal Svc CS | LBW PA 907.50; SFSD 2051.25; BoS 1391.25 | 09/02/2016 | 3,442.50 |
| Hall, Monahan | 10000030 | Legal Svc CS | Comcast Cable Francise | 09/12/2016 | 87.00 |
| Hall, Monahan | 10000550 | Plan Adm CS | LBW PA 907.50; SFSD 2051.25; BoS 1391.25 | 09/02/2016 | 907.50 |
| Hall, Monahan | 23500010 | Dev Rights CS | Legal services for Aug '16 | 09/08/2016 | 207.50 |
| Hall, Monahan | 23500010 | Dev Rights Moore & Dorsey | Moore & Dorsey | 09/07/2016 | 162,040.00 |
| Hall, Monahan Total | | | | | 166,684.50 |
| Harper and Company | 10000500 | Pool Chemicals | rm Harper Co Pool chemicals | 08/26/2016 | 1,575.00 |
| Harper and Company Total | | | | | 1,575.00 |
| Henry I. Ciotti | 10000110 | Circuit C Juror Pay | Jury Duty - 1 Day | 09/07/2016 | 30.00 |
| Henry I. Ciotti Total | | | | | 30.00 |
| Heritage Cheers | 10000500 | Pool Refunds | Park Refund | 08/29/2016 | 158.00 |
| Heritage Cheers Total | | | | | 158.00 |
| ILEETA | 10000180 | Sheriff Due & Memb | Membership | 09/16/2016 | 45.00 |

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| VENDOR NAME | ORG | ACCOUNT DESC | FULL DESC | INVOICE DATE | AMOUNT |
|-----------------------------------|----------|-------------------------|---|--------------|----------|
| ILEETA Total | | | | | 45.00 |
| James Baker | 10000110 | Circuit C Juror Pay | Jury Duty - 1 Day | 09/07/2016 | 30.00 |
| James Baker Total | | | | | 30.00 |
| James L. Carter | 10000110 | Circuit C Juror Pay | Jury Duty - 3 Days | 09/07/2016 | 90.00 |
| James L. Carter Total | | | | | 90.00 |
| James Quesenberry | 10000110 | Circuit C Juror Pay | Jury Duty - 3 Days | 09/07/2016 | 90.00 |
| James Quesenberry Total | | | | | 90.00 |
| John Butler | 10000110 | Circuit C Juror Pay | Jury Duty - 1 Day | 09/07/2016 | 30.00 |
| John Butler Total | | | | | 30.00 |
| John D. Ault III | 10000110 | Circuit C Juror Pay | Jury Duty - 3 days | 09/07/2016 | 90.00 |
| John D. Ault III Total | | | | | 90.00 |
| Joyce, Jon | 10000640 | HstPrvCom Board Fe | Attd @ 9-21-16 HPC mtg | 09/23/2016 | 25.00 |
| Joyce, Jon Total | | | | | 25.00 |
| Kalbiam, Maral | 10000640 | HstPrvCom CS | Consulting services Aug '16 | 09/06/2016 | 385.00 |
| Kalbiam, Maral Total | | | | | 385.00 |
| Karrie S. Friedlande | 10000110 | Circuit C Juror Pay | Jury Duty - 1 Day | 09/07/2016 | 30.00 |
| Karrie S. Friedlande Total | | | | | 30.00 |
| Kenneth J. Cartwrigh | 10000110 | Circuit C Juror Pay | Jury Duty - 1 Day | 09/07/2016 | 30.00 |
| Kenneth J. Cartwrigh Total | | | | | 30.00 |
| Kruhm, Douglas | 10000560 | Plan Com Board Fe | Attd @ 8-30-16 & 9-2-16 PC mtgs | 09/06/2016 | 100.00 |
| Kruhm, Douglas | 10000640 | HstPrvCom Board Fe | Attd @ HPC 9-21-16 mtg | 09/23/2016 | 25.00 |
| Kruhm, Douglas Total | | | | | 125.00 |
| Kustom Signals Inc | 10000180 | Materials and Supplies | Police Supplies - Battery Transceiver | 09/19/2016 | 74.00 |
| Kustom Signals Inc Total | | | | | 74.00 |
| Language Line Servic | 10000180 | Sheriff CS | Language Line Services | 08/31/2016 | 22.17 |
| Language Line Servic Total | | | | | 22.17 |
| Larry Dodson | 10000110 | Circuit C Juror Pay | Jury Duty - 1 Day | 09/07/2016 | 30.00 |
| Larry Dodson Total | | | | | 30.00 |
| Larry E. Cantrell Jr | 10000110 | Circuit C Juror Pay | Jury Duty - 1 Day | 09/07/2016 | 30.00 |
| Larry E. Cantrell Jr Total | | | | | 30.00 |
| Laurel K. Hoff | 10000110 | Circuit C Juror Pay | Jury Duty - 1 day | 09/07/2016 | 30.00 |
| Laurel K. Hoff Total | | | | | 30.00 |
| Lee S. Jones | 10000110 | Circuit C Juror Pay | Jury Duty - 3 Days | 09/07/2016 | 90.00 |
| Lee S. Jones Total | | | | | 90.00 |
| Lee, Frank | 10000560 | Plan Com Board Fe | Attd @ PC mtgs 8-30-16 & 9-2-16 | 09/06/2016 | 100.00 |
| Lee, Frank Total | | | | | 100.00 |
| LexisNexis | 10000010 | BoS Due & Memb | sv_VA Admin Law Appdx 2016 ED | 09/07/2016 | 49.08 |
| LexisNexis | 10000010 | BoS Due & Memb | sv_12-16-11-17 Renewal | 09/12/2016 | 101.19 |
| LexisNexis | 10000150 | Clk of CC Mat&Sup | VA POLICE CRIMES & VEH 2016 W/EBOOK | 08/25/2016 | 143.43 |
| LexisNexis | 10000170 | Comm Atty Due & Memb | VA Police Crimes & Vehic 16 (2 sets) | 08/25/2016 | 277.61 |
| LexisNexis Total | | | | | 571.31 |
| Logan Systems Inc | 10000150 | Clk of CC Microfilm | computer indexing | 09/15/2016 | 552.20 |
| Logan Systems Inc Total | | | | | 552.20 |
| Lowes | 10000490 | Rec Center Mat&Sup | Treated lumber/stagreen | 08/19/2016 | 142.13 |
| Lowes Total | | | | | 142.13 |
| Mackall, Suzanne | 10000170 | Comm Atty Travel | Reimburse DUI seminar registration | 08/31/2016 | 165.00 |
| Mackall, Suzanne Total | | | | | 165.00 |
| Malone, Gwendolyn | 10000560 | Plan Com Board Fe | Attd @ 8-30-16 brfing mtg | 09/06/2016 | 50.00 |
| Malone, Gwendolyn Total | | | | | 50.00 |
| Mansfield Oil Co | 10000020 | County Adm Veh Fuel | rm MOil Fuel Charges for 8/16/16 to 8/31/16 | 09/06/2016 | 12.06 |
| Mansfield Oil Co | 10000180 | Sheriff Veh Fuel | Fuel for 8/16 - 8/31/2016 | 09/06/2016 | 2,083.88 |
| Mansfield Oil Co | 10000320 | Bldg Insp Veh Fuel | rm MOil Fuel Charges for 8/16/16 to 8/31/16 | 09/06/2016 | 38.63 |
| Mansfield Oil Co | 10000330 | AnimalCtrl Veh Fuel | rm MOil Fuel Charges for 8/16/16 to 8/31/16 | 09/06/2016 | 64.11 |
| Mansfield Oil Co | 10000380 | Maintenanc Veh Fuel | rm MOil Fuel Charges for 8/16/16 to 8/31/16 | 09/06/2016 | 96.54 |
| Mansfield Oil Co | 10000480 | Parks Adm Veh Fuel | rm MOil Fuel Charges for 8/16/16 to 8/31/16 | 09/06/2016 | 36.73 |
| Mansfield Oil Co Total | | | | | 2,331.95 |
| Marcia Coss | 10000110 | Circuit C Juror Pay | Jury Duty - 1 Day | 09/07/2016 | 30.00 |
| Marcia Coss Total | | | | | 30.00 |
| Marple, Beth | 10001440 | VictimWit Local Mileage | Reimburse Travel mileage | 08/31/2016 | 89.38 |
| Marple, Beth | 10001440 | VictimWit Local Mileage | Mileage to Syria, VA training FY16 | 09/27/2016 | 71.93 |
| Marple, Beth Total | | | | | 161.31 |
| Marty Cook Masonry | 30104180 | Gen Dist Court Repairs | rm Mcook 104 N. Church Masonry repairs on outside | 09/09/2016 | 2,700.00 |
| Marty Cook Masonry Total | | | | | 2,700.00 |

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|-----------------------------------|----------|--------------------------------|---|------------|------------|--|
| VENDOR NAME | ORG | ACCOUNT DESC | FULL DESC | DATE | AMOUNT | |
| Matsch Systems | 1000080 | IT CS | Net-Phacs Call Accounting Serv | 09/01/2016 | 200.00 | |
| Matsch Systems Total | | | | | 200.00 | |
| Matthew J. Sheffield | 10000110 | Circuit C Juror Pay | Jury Duty - 1 Day | 09/07/2016 | 30.00 | |
| Matthew J. Sheffield Total | | | | | 30.00 | |
| Maurice Electrical | 10000910 | Maintenanc Mat&Sup | rm Maurice 102 N.Church fuses for HVAC | 09/13/2016 | 383.46 | |
| Maurice Electrical | 10000950 | Maintenanc Mat&Sup | rm Maurice Rec C 175 MH bulbs | 09/01/2016 | 190.53 | |
| Maurice Electrical | 10000950 | Maintenanc Mat&Sup | rm Maurice Recreation Center bulbs for gym | 09/08/2016 | 112.41 | |
| Maurice Electrical | 10000950 | Maintenanc Mat&Sup | rm Maurice Rec center ballast for gym | 09/06/2016 | 145.14 | |
| Maurice Electrical Total | | | | | 831.54 | |
| McCormick Paint Work | 10000990 | Maintenanc Mat&Sup | rm McCormick Soccer paint for field | 09/16/2016 | 1,274.40 | |
| McCormick Paint Work Total | | | | | 1,274.40 | |
| McDonald, Jerry C | 10000380 | Maintenanc CS | rn JC McDonald bushhog joesphine , park | 09/05/2016 | 635.00 | |
| McDonald, Jerry C Total | | | | | 635.00 | |
| Motorola Solutions | 23100010 | Sheriff Mat&Sup | Radios and DVR including insta | 08/31/2016 | 21,869.66 | |
| Motorola Solutions | 30104603 | Materials and Supplies | Radios and DVR including insta | 08/31/2016 | 73,000.00 | |
| Motorola Solutions Total | | | | | 94,869.66 | |
| Nelson, Clifford M | 10000560 | Plan Com Board Fe | Attd @ 8-30-16 & 9-2-16 PC mtgs | 09/06/2016 | 100.00 | |
| Nelson, Clifford M Total | | | | | 100.00 | |
| Northern Shenandoah | 10000650 | NSVRC EntityGift | FY 17 Regional Support | 09/20/2016 | 1,445.40 | |
| Northern Shenandoah Total | | | | | 1,445.40 | |
| Northern Virginia Da | 10000260 | EMS CS | LBW Emp Ad Dir Fire EMS | 08/31/2016 | 504.80 | |
| Northern Virginia Da Total | | | | | 504.80 | |
| NRADC | 10000290 | Regional Jail Joint Ops | FY17 Second Quarter operating budget | 09/01/2016 | 122,267.75 | |
| NRADC Total | | | | | 122,267.75 | |
| NSVSAC | 10000395 | N Shen Vally Sub Abuse Coal Co | FY 17 Civic Contribution | 09/19/2016 | 15,000.00 | |
| NSVSAC Total | | | | | 15,000.00 | |
| Office Depot | 107 | Inventory - Mtls & Supplies | Acct # 41685398 | 08/25/2016 | 75.27 | |
| Office Depot | 107 | Inventory - Mtls & Supplies | Acct 41685398 | 09/09/2016 | 583.72 | |
| Office Depot | 107 | Inventory - Mtls & Supplies | Acct 41685398 | 09/09/2016 | 235.97 | |
| Office Depot Total | | | | | 894.96 | |
| Ohrstrom, George II | 10000560 | Plan Com Board Fe | Attd @ 8-30-16 PC brfing mtg | 09/06/2016 | 50.00 | |
| Ohrstrom, George II Total | | | | | 50.00 | |
| Page B. Ferguson | 10000110 | Circuit C Juror Pay | Jury Duty - 1 Day | 09/07/2016 | 30.00 | |
| Page B. Ferguson Total | | | | | 30.00 | |
| Pitney Bowes | 1000080 | IT Maint Con | Mailing Machine Lease-Govt Cen | 08/31/2016 | 822.51 | |
| Pitney Bowes | 10000120 | District C Postal | leasing invoice | 08/31/2016 | 159.00 | |
| Pitney Bowes | 10000180 | Sheriff Postal | Acct 0010229034 Rental 10/1 - 12/31/16 | 09/11/2016 | 90.46 | |
| Pitney Bowes Total | | | | | 1,071.97 | |
| Police and Sheriffs | 10000180 | Uniform & Wearing Apparel | ID Badge | 09/19/2016 | 17.49 | |
| Police and Sheriffs Total | | | | | 17.49 | |
| Premier Accounts Rec | 10000260 | EMS CS | Premier Accts Rec Mang Billing Invoice Aug 2016 | 09/02/2016 | 3,128.42 | |
| Premier Accounts Rec Total | | | | | 3,128.42 | |
| Printelect | 10000090 | Electoral Mat&Sup | Voting Booths without light | 09/12/2016 | 1,024.60 | |
| Printelect | 10000090 | Electoral Mat&Sup | Ballot Box | 09/12/2016 | 474.00 | |
| Printelect Total | | | | | 1,498.60 | |
| Public Safety Traini | 10000180 | Travel | EDUCATIONAL/TRAINING SERVICES | 08/30/2016 | 895.00 | |
| Public Safety Traini Total | | | | | 895.00 | |
| Quarles Energy Servi | 10000930 | Maintenanc Heating | rm Quarles ACO lp gas | 08/29/2016 | 31.67 | |
| Quarles Energy Servi Total | | | | | 31.67 | |
| RAClarke Enterprises | 10000090 | Electoral Mat&Sup | 2016 Pres. Election Pin | 09/22/2016 | 160.00 | |
| RAClarke Enterprises Total | | | | | 160.00 | |
| Rappahannock Electri | 10000890 | Maintenanc Electric | rm REC 101 Chalmers Ct electric bill | 09/06/2016 | 3,091.77 | |
| Rappahannock Electri | 10000900 | Maintenanc Electric | rm REC 100,102 & 104 N.Church electric bill | 09/06/2016 | 820.27 | |
| Rappahannock Electri | 10000900 | Maintenanc Electric | rm REC 1531 Springsberry Rd electric bill | 09/06/2016 | 212.43 | |
| Rappahannock Electri | 10000910 | Maintenanc Electric | rm REC 100,102 & 104 N.Church electric bill | 09/06/2016 | 2,472.47 | |
| Rappahannock Electri | 10000920 | Maintenanc Electric | rm REC 100,102 & 104 N.Church electric bill | 09/06/2016 | 1,197.60 | |
| Rappahannock Electri | 10000920 | Maintenanc Electric | rm REC 104 N. Church electric bill | 09/06/2016 | 39.91 | |
| Rappahannock Electri | 10000930 | Maintenanc Electric | rm REC ACO electric bill | 09/06/2016 | 872.34 | |
| Rappahannock Electri | 10000940 | Maintenanc Electric | rm REC 524 Westwood Rd electric bill | 09/06/2016 | 211.53 | |
| Rappahannock Electri | 10000950 | Maintenanc Electric | rm REC R Center Park,Soccer pool electric bill | 09/06/2016 | 4,076.20 | |
| Rappahannock Electri | 10000960 | Maintenanc Electric | rm REC Park Pool BB electric bill | 09/06/2016 | 82.99 | |
| Rappahannock Electri | 10000960 | Maintenanc Electric | rm REC R Center Park,Soccer pool electric bill | 09/06/2016 | 116.90 | |
| Rappahannock Electri | 10000970 | Maintenanc Electric | rm REC Park Pool BB electric bill | 09/06/2016 | 466.76 | |

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|-----------------------------------|----------|----------------------|---|--------------|-----------|
| Rappahannock Electri | 10000970 | Maintenanc Electric | rm REC R Center Park,Soccer pool electric bill | 09/06/2016 | 1,092.58 |
| Rappahannock Electri | 10000980 | Maintenanc Electric | rm REC Park Pool BB electric bill | 09/06/2016 | 137.27 |
| Rappahannock Electri | 10000990 | Maintenanc Electric | rm REC R Center Park,Soccer pool electric bill | 09/06/2016 | 31.40 |
| Rappahannock Electri | 10001020 | Maintenanc Electric | rm REC 313 E. Main St electric bill | 09/06/2016 | 145.65 |
| Rappahannock Electri | 10001020 | Maintenanc Electric | rm REC 311 E. Main St electric bill | 09/06/2016 | 746.55 |
| Rappahannock Electri | 10001410 | Maintenanc Electric | rm REC 129 Ramsburg electric bill | 09/06/2016 | 288.75 |
| Rappahannock Electri | 74000010 | Maintenanc Electric | rm REC 101 Chalmers Ct electric bill | 09/06/2016 | 1,839.29 |
| Rappahannock Electri Total | | | | | 17,942.66 |
| Republic Services | 10000360 | LitterCtrl CS | Acct 3-0976-4784245 | 08/31/2016 | 150.00 |
| Republic Services | 10000380 | Maintenanc Maint Con | Acct 3-0976-0015268 | 08/28/2016 | 879.78 |
| Republic Services Total | | | | | 1,029.78 |
| Ricoh Usa | 10000020 | County Adm Maint Con | Customer 4786703 | 08/21/2016 | 295.00 |
| Ricoh Usa | 10000100 | Registrar Maint Con | Customer 4786703 | 08/21/2016 | 34.30 |
| Ricoh Usa | 10000550 | Plan Adm Maint Con | Customer 4786703 | 08/21/2016 | 198.94 |
| Ricoh Usa | 10000710 | Coop Ext Maint Con | Customer 4786703 | 08/21/2016 | 157.79 |
| Ricoh Usa Total | | | | | 686.03 |
| Riddleberger Bros | 10000380 | Maintenanc CS | rm RBI 104 N. Church conference room unit | 07/19/2016 | 328.50 |
| Riddleberger Bros | 10000890 | JGC Maintenanc CS | rm RBI 101 Chalmers Ct chiller blowing fuses | 08/30/2016 | 427.61 |
| Riddleberger Bros | 10000890 | JGC Maintenanc CS | rm RBI 101 Chalmers Ct IT Basement Room | 07/29/2016 | 1,503.65 |
| Riddleberger Bros | 10000950 | Maintenanc CS | rm RBI Rec Center replace carrier condensing unit | 08/31/2016 | 1,031.00 |
| Riddleberger Bros | 10000950 | Maintenanc CS | rm RBI Rec Center gym area leaking check unit | 07/19/2016 | 274.50 |
| Riddleberger Bros | 74000010 | Maintenanc CS | rm RBI 101 Chalmers Ct chiller blowing fuses | 08/30/2016 | 254.39 |
| Riddleberger Bros | 74000010 | Maintenanc CS | rm RBI 101 Chalmers Ct IT Basement Room | 07/29/2016 | 894.52 |
| Riddleberger Bros Total | | | | | 4,714.17 |
| Robert S. Barnette | 10000110 | Circuit C Juror Pay | Jury Duty - 1 Day | 09/07/2016 | 30.00 |
| Robert S. Barnette Total | | | | | 30.00 |
| Robin R. Broy | 10000110 | Circuit C Juror Pay | Jury Duty - 3 Days | 09/07/2016 | 90.00 |
| Robin R. Broy Total | | | | | 90.00 |
| Roger Tapscott II | 10000110 | Circuit C Juror Pay | Jury Duty - 1 day | 09/07/2016 | 30.00 |
| Roger Tapscott II Total | | | | | 30.00 |
| Roseville Vet Hospit | 10000330 | AnimalCtrl CS | rm RVet ACO kitten sprayed with bug spray exam | 07/26/2016 | 106.21 |
| Roseville Vet Hospit | 10000330 | AnimalCtrl CS | rm RVet ACO Rabies Shot for Xena | 08/06/2016 | 16.25 |
| Roseville Vet Hospit | 10000330 | AnimalCtrl CS | rm RVet ACO Rabies Shot for Stormy | 08/09/2016 | 16.25 |
| Roseville Vet Hospit | 10000330 | AnimalCtrl CS | rm RVet ACO rabies shot for Pug a Roo | 08/23/2016 | 16.25 |
| Roseville Vet Hospit Total | | | | | 154.96 |
| Sarah H. Thompson | 10000110 | Circuit C Juror Pay | Jury Duty - 1 day | 09/07/2016 | 30.00 |
| Sarah H. Thompson Total | | | | | 30.00 |
| Schenck Foods Compan | 10000510 | Programs Mat&Sup | Food for After School | 08/30/2016 | 285.94 |
| Schenck Foods Compan | 10000510 | Programs Mat&Sup | After School | 09/20/2016 | 98.90 |
| Schenck Foods Compan Total | | | | | 384.84 |
| Secure Shred | 10000180 | Sheriff CS | Shredding (2 pick-ups) | 09/01/2016 | 50.00 |
| Secure Shred Total | | | | | 50.00 |
| Shannon-Baum Signs I | 10000380 | Maintenanc Mat&Sup | rm ShannonBaum Maint road sign Stella Mae pvt ln | 09/15/2016 | 48.00 |
| Shannon-Baum Signs I | 10000380 | Maintenanc Mat&Sup | rm Shannon Maint EASY pvt ln sign | 09/15/2016 | 48.00 |
| Shannon-Baum Signs I Total | | | | | 96.00 |
| Sheehy Ford | 30104331 | Sher Veh CO Repl | Cust. No. 1676550 | 08/25/2016 | 46,177.98 |
| Sheehy Ford Total | | | | | 46,177.98 |
| Shenandoah Valley Wa | 10000500 | Pool Mat&Sup | Water | 09/01/2016 | 75.08 |
| Shenandoah Valley Wa Total | | | | | 75.08 |
| Shentel | 10000080 | IT Lease&Rent | Government Shentel Dark Fiber | 09/01/2016 | 1,980.00 |
| Shentel Total | | | | | 1,980.00 |
| Shred-It | 10000070 | Treasurer CS | Shred Services - Treas Office | 08/23/2016 | 23.59 |
| Shred-It Total | | | | | 23.59 |
| Skyline Paintball | 10000510 | Programs Group Trip | PLay camp field trip | 08/05/2016 | 570.00 |
| Skyline Paintball Total | | | | | 570.00 |
| Skyline Roofing Inc | 10000950 | Maintenanc CS | rm SRoofing Rec Center roofing repairs | 09/01/2016 | 515.76 |
| Skyline Roofing Inc Total | | | | | 515.76 |
| Southern Software In | 10000180 | Sheriff CS | EDUCATIONAL/TRAINING SERVICES | 09/09/2016 | 1,250.00 |
| Southern Software In Total | | | | | 1,250.00 |
| Steve Sharkey | 10000500 | Pool Refunds | Refund | 09/09/2016 | 3.00 |
| Steve Sharkey Total | | | | | 3.00 |
| Stieg, Bob | 10000640 | HstPrvCom Board Fe | Attd @ HPC 9-21-16 mtg | 09/23/2016 | 25.00 |
| Stieg, Bob Total | | | | | 25.00 |

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|-----------------------------------|----------|-----------------------------|---|--------------|----------|
| Supply Room, The | 107 | Inventory - Mtls & Supplies | Customer # 4506100 | 09/09/2016 | 154.96 |
| Supply Room, The Total | | | | | 154.96 |
| Suzanna L. Moberly | 10000110 | Circuit C Juror Pay | Jury Duty - 1 day | 09/07/2016 | 30.00 |
| Suzanna L. Moberly Total | | | | | 30.00 |
| Teetor, Alison | 10000550 | Plan Adm Mileage | Mileage to & from Harrisonburg | 08/31/2016 | 77.76 |
| Teetor, Alison | 10000550 | Plan Adm Mileage | Mileage to a PDH managers meeting | 09/20/2016 | 141.48 |
| Teetor, Alison Total | | | | | 219.24 |
| Theresa Africano | 10000110 | Circuit C Juror Pay | Jury Duty - 1 day | 09/07/2016 | 30.00 |
| Theresa Africano Total | | | | | 30.00 |
| Tire World | 10000180 | Materials and Supplies | Tires - 1405 | 09/01/2016 | 248.40 |
| Tire World | 10000180 | Materials and Supplies | Tires | 09/20/2016 | 248.40 |
| Tire World | 10000180 | Materials and Supplies | Tires | 09/23/2016 | 22.86 |
| Tire World Total | | | | | 519.66 |
| Town of Berryville | 10000890 | Maintenanc Wat & Sew | rm TOB 101 Chalmers water and sewer | 08/29/2016 | 111.48 |
| Town of Berryville | 10000970 | Maintenanc Wat & Sew | rm TOB Pool water and sewer | 08/29/2016 | 1,752.60 |
| Town of Berryville | 74000010 | Maintenanc Wat & Sew | rm TOB 101 Chalmers water and sewer | 08/29/2016 | 66.32 |
| Town of Berryville Total | | | | | 1,930.40 |
| Treasurer Of Virgini | 10000180 | Sheriff CS | Calibration fees | 08/30/2016 | 33.20 |
| Treasurer Of Virgini | 10000180 | Sheriff CS | Calibration | 09/20/2016 | 16.20 |
| Treasurer Of Virgini Total | | | | | 49.40 |
| Trips Auto | 10000180 | Sheriff CS | Trailer Repairs | 08/29/2016 | 140.00 |
| Trips Auto | 10000180 | Materials and Supplies | Trailer Repairs | 08/29/2016 | 435.50 |
| Trips Auto Total | | | | | 575.50 |
| Trophy World | 10000510 | Programs Mat&Sup | Medal. Ribbons | 08/24/2016 | 43.20 |
| Trophy World Total | | | | | 43.20 |
| Turkel, Jon | 10000560 | Plan Com Board Fe | Attd @ 8-30-16 & 9-2-16 PC mtgs | 09/06/2016 | 100.00 |
| Turkel, Jon Total | | | | | 100.00 |
| Tyler Technologies | 30104602 | ERP Sys CS | Application services Animal Lic,Bus Lic | 09/01/2016 | 434.00 |
| Tyler Technologies Total | | | | | 434.00 |
| University Of Virgin | 10000070 | Treasurer Travel | TAV Fall District Meeting | 09/23/2016 | 80.00 |
| University Of Virgin | 10000070 | Treasurer Travel | TAV Fall District Meeting | 09/23/2016 | 80.00 |
| University Of Virgin Total | | | | | 160.00 |
| US Postmaster | 10000150 | Clk of CC Postal | 4 Rolls Stamps | 09/12/2016 | 188.00 |
| US Postmaster Total | | | | | 188.00 |
| Valley Vet Supply | 10000330 | AnimalCtrl Mat&Sup | rm Valley Vet ACO cat shots felovaxiv | 08/24/2016 | 275.00 |
| Valley Vet Supply Total | | | | | 275.00 |
| Verizon | 10000020 | County Adm Telephone | Phone bill | 08/26/2016 | 11.25 |
| Verizon | 10000040 | Com of Rev Telephone | Phone bill | 08/26/2016 | 7.50 |
| Verizon | 10000070 | Treasurer Telephone | Phone bill | 08/26/2016 | 3.75 |
| Verizon | 10000080 | IT Telephone | High Speed Internet/IP Address | 08/24/2016 | 218.99 |
| Verizon | 10000080 | IT Telephone | Phone bill | 08/26/2016 | 189.84 |
| Verizon | 10000100 | Registrar Telephone | Phone bill | 08/26/2016 | 3.75 |
| Verizon | 10000120 | District C Telephone | Phone bill | 08/26/2016 | 46.72 |
| Verizon | 10000140 | J&D Court Telephone | Phone bill | 08/26/2016 | 45.14 |
| Verizon | 10000150 | Clk of CC Telephone | Phone bill | 08/26/2016 | 74.92 |
| Verizon | 10000170 | Comm Atty Telephone | Phone bill | 08/26/2016 | 15.00 |
| Verizon | 10000180 | Sheriff Telephone | Phone bill | 08/26/2016 | 145.32 |
| Verizon | 10000180 | Sheriff Telephone | RADIO COMMUNICATION EQUIPMENT, Tower | 09/01/2016 | 47.07 |
| Verizon | 10000210 | Communicat Telephone | Phone bill | 08/26/2016 | 140.44 |
| Verizon | 10000260 | EMS Telephone | Phone bill | 08/26/2016 | 41.36 |
| Verizon | 10000310 | Probation Telephone | Phone bill | 08/26/2016 | 3.75 |
| Verizon | 10000320 | Bldg Insp Telephone | Phone bill | 08/26/2016 | 7.50 |
| Verizon | 10000330 | AnimalCtrl Telephone | Phone bill | 08/26/2016 | 35.07 |
| Verizon | 10000380 | Maintenanc Telephone | Phone bill | 08/26/2016 | 35.07 |
| Verizon | 10000480 | Parks Adm Telephone | Phone bill | 08/26/2016 | 58.29 |
| Verizon | 10000550 | Plan Adm Telephone | Phone bill | 08/26/2016 | 18.75 |
| Verizon | 10000710 | Coop Ext Telephone | Phone bill | 08/26/2016 | 3.75 |
| Verizon | 10700010 | Finance Telephone | Phone bill | 08/26/2016 | 100.28 |
| Verizon Total | | | | | 1,253.51 |
| Virginia Department | 10000510 | Programs Due & Memb | Background Checks | 09/12/2016 | 30.00 |
| Virginia Department Total | | | | | 30.00 |
| VITA | 10000010 | BoS Telephone | July 2016 | 08/29/2016 | 2.00 |
| VITA | 10000020 | County Adm Telephone | July 2016 | 08/29/2016 | 1.59 |

**Clarke County
Invoice History Report
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| VENDOR NAME | ORG | ACCOUNT DESC | FULL DESC | INVOICE | |
|-----------------------------------|----------|----------------------|---|------------|-----------|
| | | | | DATE | AMOUNT |
| VITA | 10000040 | Com of Rev Telephone | July 2016 | 08/29/2016 | 1.07 |
| VITA | 10000070 | Treasurer Telephone | Mainframe Services Treas. Office | 09/08/2016 | 8.51 |
| VITA | 10000080 | IT Telephone | July 2016 | 08/29/2016 | 598.89 |
| VITA | 10000100 | Registrar Telephone | July 2016 | 08/29/2016 | 5.61 |
| VITA | 10000120 | District C Telephone | July 2016 | 08/29/2016 | 105.70 |
| VITA | 10000140 | J&D Court Telephone | July 2016 | 08/29/2016 | 8.47 |
| VITA | 10000150 | Clk of CC Telephone | July 2016 | 08/29/2016 | 1.80 |
| VITA | 10000170 | Comm Atty Telephone | July 2016 | 08/29/2016 | 12.37 |
| VITA | 10000180 | Sheriff Telephone | July 2016 | 08/29/2016 | 23.66 |
| VITA | 10000210 | Communicat Telephone | July 2016 | 08/29/2016 | 761.24 |
| VITA | 10000260 | EMS Telephone | July 2016 | 08/29/2016 | 0.24 |
| VITA | 10000310 | Probation Telephone | July 2016 | 08/29/2016 | 0.29 |
| VITA | 10000320 | Bldg Insp Telephone | July 2016 | 08/29/2016 | 4.74 |
| VITA | 10000330 | AnimalCtrl Telephone | July 2016 | 08/29/2016 | 1.15 |
| VITA | 10000380 | Maintenanc Telephone | July 2016 | 08/29/2016 | 5.02 |
| VITA | 10000480 | Parks Adm Telephone | July 2016 | 08/29/2016 | 12.82 |
| VITA | 10000550 | Plan Adm Telephone | July 2016 | 08/29/2016 | 9.32 |
| VITA | 10000710 | Coop Ext Telephone | July 2016 | 08/29/2016 | 8.43 |
| VITA | 10700010 | Finance Telephone | July 2016 | 08/29/2016 | 1.62 |
| VITA | 74000010 | Telephone | July 2016 | 08/29/2016 | 320.85 |
| VITA Total | | | | | 1,895.39 |
| VRPS | 10000510 | Programs Resale Sup | Kings Dominion Tickets | 09/08/2016 | 472.00 |
| VRPS Total | | | | | 472.00 |
| Wage Works | 73200010 | Finance Flex Rmb | Daily flex settlement | 08/24/2016 | 203.13 |
| Wage Works | 73200010 | Finance Flex Rmb | Daily flex settlement | 08/25/2016 | 625.44 |
| Wage Works | 73200010 | Finance Flex Rmb | daily flex settlement | 08/26/2016 | 289.68 |
| Wage Works | 73200010 | Finance Flex Rmb | daily flex settlement | 08/29/2016 | 548.20 |
| Wage Works | 73200010 | Finance Flex Rmb | Daily flex settlement | 08/30/2016 | 91.53 |
| Wage Works | 73200010 | Finance Flex Rmb | daily flex settlement | 08/31/2016 | 1,916.96 |
| Wage Works | 73200010 | Finance Flex Rmb | daily flex settlement | 09/01/2016 | 47.92 |
| Wage Works | 73200010 | Finance Flex Rmb | daily flex settlement | 09/02/2016 | 890.54 |
| Wage Works | 73200010 | Finance Flex Rmb | daily flex settlement | 09/05/2016 | 339.27 |
| Wage Works | 73200010 | Finance Flex Rmb | daily flex settlement | 09/06/2016 | 60.00 |
| Wage Works | 73200010 | Finance Flex Rmb | daily flex settlement | 09/07/2016 | 916.34 |
| Wage Works | 73200010 | Finance Flex Rmb | daily flex settlement | 09/08/2016 | 1,363.00 |
| Wage Works | 73200010 | Finance Flex Rmb | daily flex settlement | 09/09/2016 | 870.85 |
| Wage Works | 73200010 | Finance Flex Rmb | daily flex settlement | 09/12/2016 | 728.29 |
| Wage Works | 73200010 | Finance Flex Rmb | daily flex settlement | 09/13/2016 | 190.94 |
| Wage Works | 73200010 | Finance Flex Rmb | daily flex settlement | 09/14/2016 | 811.65 |
| Wage Works | 73200010 | Finance Flex Rmb | daily flex settlement | 09/15/2016 | 188.22 |
| Wage Works | 73200010 | Finance Flex Rmb | daily flex settlement | 09/16/2016 | 254.30 |
| Wage Works | 73200010 | Finance Flex Rmb | daily flex settlement | 09/19/2016 | 920.79 |
| Wage Works | 73200010 | Finance Flex Rmb | daily flex settlement | 09/20/2016 | 258.07 |
| Wage Works | 73200010 | Finance Flex Rmb | daily flex settlement | 09/21/2016 | 165.00 |
| Wage Works | 73200010 | Finance Flex Rmb | daiy flex settlement | 09/22/2016 | 248.86 |
| Wage Works | 73200010 | Finance Flex Rmb | daily flex settlement | 09/23/2016 | 1,265.18 |
| Wage Works | 73200010 | Finance Flex Rmb | daily flex settlement | 09/26/2016 | 733.69 |
| Wage Works | 73200010 | Finance Flex Rmb | daily flex settlement | 09/27/2016 | 261.28 |
| Wage Works | 73200010 | Finance Flex Rmb | daily flex settlement | 09/28/2016 | 317.22 |
| Wage Works | 73200010 | Finance Flex Rmb | daily flex settlement | 09/29/2016 | 892.43 |
| Wage Works | 73200010 | Finance Flex Rmb | daily flex settlement | 09/30/2016 | 312.67 |
| Wage Works | 73200010 | Finance CS | Flex plan monthly admin and compliance fees | 09/12/2016 | 359.75 |
| Wage Works Total | | | | | 16,071.20 |
| Washington Gas | 10000890 | Maintenanc Heating | 101 Chalmers Cir 08/10-09/09 | 09/13/2016 | 103.88 |
| Washington Gas | 10000900 | Maintenanc Heating | 100 N Church 08/10-09/09 | 09/13/2016 | 28.87 |
| Washington Gas | 10000920 | Maintenanc Heating | 104 N Church 08/10-09/09 | 09/13/2016 | 64.42 |
| Washington Gas | 10000950 | Maintenanc Heating | 225 Al Smith Cir 08/11-09/12 | 09/14/2016 | 81.92 |
| Washington Gas | 74000010 | Maintenanc Heating | 101 Chalmers Cir 08/10-09/09 | 09/13/2016 | 61.80 |
| Washington Gas Total | | | | | 340.89 |
| Westervelt, Carol | 10000090 | Electoral Mileage | Mileage-VEBA Mtg. Vint Hill | 09/15/2016 | 47.52 |
| Westervelt, Carol Total | | | | | 47.52 |
| William E. Hoddinott | 10000110 | Circuit C Juror Pay | Jury Duty - 1 Day | 09/07/2016 | 30.00 |
| William E. Hoddinott Total | | | | | 30.00 |

**Clarke County
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| VENDOR NAME | ORG | ACCOUNT DESC | FULL DESC | INVOICE DATE | AMOUNT |
|-----------------------------------|------------|--------------------------------|------------------------------------|---------------------|---------------|
| William Steinmetz II | 10000110 | Circuit C Juror Pay | Jury Duty - 1 day | 09/07/2016 | 30.00 |
| William Steinmetz II Total | | | | | 30.00 |
| Winchester Printers | 23512810 | Cnsrv Esmt Donation- Purch Svc | Newsletter and postage | 09/06/2016 | 1,002.73 |
| Winchester Printers Total | | | | | 1,002.73 |
| Winchester Regional | 10000580 | Regional Airport Auth Contr | FY 17 Quarterly Civic Contribution | 08/31/2016 | 625.00 |
| Winchester Regional Total | | | | | 625.00 |
| Winchester Star | 10000260 | EMS CS | LBW Employment Ad Dir | 09/01/2016 | 748.59 |
| Winchester Star | 10000550 | Plan Adm Advertise | PH Notice for TA-16-03 | 09/06/2016 | 457.60 |
| Winchester Star Total | | | | | 1,206.19 |
| York, Robin | 10000640 | HstPrvCom Board Fe | Attd @ HPC 9-21-16 mtg | 09/23/2016 | 25.00 |
| York, Robin Total | | | | | 25.00 |
| Zinman Properties I | 30124506 | Outbldg Rprs Grnwy Ct CO Repl | Greenway Court Rehabilitation | 09/20/2016 | 11,000.00 |
| Zinman Properties I Total | | | | | 11,000.00 |
| Grand Total | | | | | 650,961.41 |

**Clarke County
YTD Budget Report
September 30, 2016**

| FUNCTION | ORG | OBJ | PROJ | ACCOUNT DESCRIPTION | ORIGINAL APPROP | REVISED BUDGET | YTD EXPENDED | MTD EXPENDED | ENC/REQ | AVAILABLE BUDGET | % USED |
|--------------------|--------------------------------|------|------|--------------------------------|-----------------|----------------|------------------|------------------|-------------------|------------------|--------------|
| 11010 | 10000010 | 1300 | | BoS Part Time Salaries | 13,800 | 13,800 | 3,595.05 | 1,295.05 | 10,350.00 | -145.05 | 101.10 |
| 11010 | 10000010 | 2100 | | BoS FICA | 907 | 960 | 242.03 | 81.25 | 717.57 | 0.40 | 100.00 |
| 11010 | 10000010 | 2300 | | BoS Health Ins | 14,169 | 14,116 | 3,240.34 | 995.13 | 10,765.47 | 110.19 | 99.20 |
| 11010 | 10000010 | 3000 | | BoS Purchased Services | 5,000 | 5,000 | 1,306.00 | 900.00 | 0.00 | 3,694.00 | 26.10 |
| 11010 | 10000010 | 3600 | | BoS Advertising | 5,600 | 5,600 | 185.90 | 0.00 | 0.00 | 5,414.10 | 3.30 |
| 11010 | 10000010 | 5210 | | BoS Postal | 300 | 300 | 52.34 | 22.95 | 0.00 | 247.66 | 17.40 |
| 11010 | 10000010 | 5230 | | BoS Telephone | 0 | 0 | 2.00 | 0.00 | 0.00 | -2.00 | 100.00 |
| 11010 | 10000010 | 5300 | | BoS Insurance | 7,200 | 7,200 | 7,118.00 | 0.00 | 0.00 | 82.00 | 98.90 |
| 11010 | 10000010 | 5500 | | BoS Travel | 5,000 | 5,000 | 1,119.62 | 0.00 | 0.00 | 3,880.38 | 22.40 |
| 11010 | 10000010 | 5800 | | BoS Miscellaneous Expenditures | 2,200 | 2,200 | 0.00 | 0.00 | 0.00 | 2,200.00 | 0.00 |
| 11010 | 10000010 | 5810 | | BoS Due & Memb | 5,500 | 5,500 | 4,081.35 | 150.27 | 0.00 | 1,418.65 | 74.20 |
| 11010 | 10000010 | 6000 | | BoS Materials & Supplies | 500 | 500 | 109.53 | 0.00 | 0.00 | 390.47 | 21.90 |
| 11010 Total | Board of Supervisors | | | | 60,176 | 60,176 | 21,052.16 | 3,444.65 | 21,833.04 | 17,290.80 | 71.27 |
| 12110 | 10000020 | 1100 | | County Adm Salaries | 232,439 | 232,439 | 58,325.13 | 19,441.71 | 174,975.39 | -861.52 | 100.40 |
| 12110 | 10000020 | 2100 | | County Adm FICA | 15,788 | 16,006 | 4,284.93 | 1,428.31 | 11,776.78 | -55.71 | 100.30 |
| 12110 | 10000020 | 2210 | | County Adm VRS 1&2 | 19,730 | 19,808 | 4,951.80 | 1,650.60 | 14,921.23 | -65.03 | 100.30 |
| 12110 | 10000020 | 2300 | | County Adm Health Ins | 26,648 | 26,340 | 6,337.83 | 2,112.61 | 19,082.31 | 919.86 | 96.50 |
| 12110 | 10000020 | 2400 | | County Adm Life Ins | 3,045 | 3,057 | 764.07 | 254.69 | 2,302.33 | -9.40 | 100.30 |
| 12110 | 10000020 | 2700 | | County Adm WC | 285 | 285 | 229.48 | 0.00 | 0.00 | 55.52 | 80.50 |
| 12110 | 10000020 | 3000 | | County Adm CS | 1,000 | 1,000 | 280.00 | 0.00 | 0.00 | 720.00 | 28.00 |
| 12110 | 10000020 | 3320 | | County Adm Maint Con | 1,300 | 1,300 | 295.00 | 295.00 | 1,054.81 | -49.81 | 103.80 |
| 12110 | 10000020 | 3500 | | County Adm Printing | 1,000 | 1,000 | 1,134.31 | 0.00 | 0.00 | -134.31 | 113.40 |
| 12110 | 10000020 | 5210 | | County Adm Postal | 100 | 100 | 0.00 | 0.00 | 0.00 | 100.00 | 0.00 |
| 12110 | 10000020 | 5230 | | County Adm Telephone | 1,000 | 1,000 | 123.52 | 43.11 | 462.54 | 413.94 | 58.60 |
| 12110 | 10000020 | 5500 | | County Adm Travel | 500 | 500 | 0.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 12110 | 10000020 | 5810 | | County Adm Due & Memb | 1,500 | 1,500 | 155.00 | 155.00 | 0.00 | 1,345.00 | 10.30 |
| 12110 | 10000020 | 6000 | | County Adm Mat&Sup | 1,000 | 1,000 | 48.16 | 0.00 | 0.00 | 951.84 | 4.80 |
| 12110 | 10000020 | 6008 | | County Adm Veh Fuel | 1,000 | 1,000 | 67.94 | 12.06 | 0.00 | 932.06 | 6.80 |
| 12110 Total | County Administrator | | | | 306,335 | 306,335 | 76,997.17 | 25,393.09 | 224,575.39 | 4,762.44 | 98.45 |
| 12210 | 10000030 | 3000 | | Legal Svc CS | 35,000 | 35,000 | 4,397.00 | 3,529.50 | 0.00 | 30,603.00 | 12.60 |
| 12210 Total | Legal Services | | | | 35,000 | 35,000 | 4,397.00 | 3,529.50 | 0.00 | 30,603.00 | 12.56 |
| 12310 | 10000040 | 1100 | | Com of Rev Salaries | 148,796 | 148,796 | 36,868.62 | 12,289.54 | 110,605.86 | 1,321.52 | 99.10 |
| 12310 | 10000040 | 2100 | | Com of Rev FICA | 10,340 | 10,340 | 2,575.53 | 858.51 | 7,678.06 | 86.41 | 99.20 |
| 12310 | 10000040 | 2210 | | Com of Rev VRS 1&2 | 12,632 | 12,543 | 3,130.14 | 1,043.38 | 9,402.20 | 10.66 | 99.90 |
| 12310 | 10000040 | 2300 | | Com of Rev Health Ins | 22,367 | 22,456 | 5,613.87 | 1,871.29 | 16,859.77 | -17.64 | 100.10 |
| 12310 | 10000040 | 2400 | | Com of Rev Life Ins | 1,950 | 1,950 | 482.97 | 160.99 | 1,450.74 | 16.29 | 99.20 |
| 12310 | 10000040 | 2700 | | Com of Rev WC | 165 | 165 | 147.61 | 0.00 | 0.00 | 17.39 | 89.50 |
| 12310 | 10000040 | 3000 | | Com of Rev CS | 400 | 400 | 47.18 | 0.00 | 0.00 | 352.82 | 11.80 |
| 12310 | 10000040 | 3320 | | Com of Rev Maint Con | 400 | 400 | 0.00 | 0.00 | 0.00 | 400.00 | 0.00 |
| 12310 | 10000040 | 3500 | | Com of Rev Printing | 400 | 400 | 151.00 | 0.00 | 0.00 | 249.00 | 37.80 |
| 12310 | 10000040 | 4100 | | Com of Rev Data Proc | 1,900 | 1,900 | 0.00 | 0.00 | 0.00 | 1,900.00 | 0.00 |
| 12310 | 10000040 | 5210 | | Com of Rev Postal | 2,200 | 2,200 | 106.00 | 0.00 | 0.00 | 2,094.00 | 4.80 |
| 12310 | 10000040 | 5230 | | Com of Rev Telephone | 200 | 200 | 23.57 | 0.00 | 0.00 | 176.43 | 11.80 |
| 12310 | 10000040 | 5500 | | Com of Rev Travel | 1,500 | 1,500 | 1,316.10 | 0.00 | 0.00 | 183.90 | 87.70 |
| 12310 | 10000040 | 5510 | | Com of Rev Mileage | 500 | 500 | 0.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 12310 | 10000040 | 5810 | | Com of Rev Due & Memb | 1,000 | 1,000 | 300.00 | 0.00 | 0.00 | 700.00 | 30.00 |
| 12310 | 10000040 | 6000 | | Com of Rev Mat&Sup | 1,100 | 1,100 | 139.93 | 0.00 | 0.00 | 960.07 | 12.70 |
| 12310 Total | Commissioner of Revenue | | | | 205,850 | 205,850 | 50,902.52 | 16,223.71 | 145,996.63 | 8,950.85 | 95.65 |
| 12320 | 10000050 | 3320 | | Assessor Maint Con | 3,500 | 3,500 | 0.00 | 0.00 | 0.00 | 3,500.00 | 0.00 |
| 12320 Total | Assessor | | | | 3,500 | 3,500 | 0.00 | 0.00 | 0.00 | 3,500.00 | 0.00 |
| 12410 | 10000070 | 1100 | | Treasurer Salaries | 180,638 | 180,638 | 44,838.27 | 14,946.09 | 134,514.81 | 1,284.92 | 99.30 |
| 12410 | 10000070 | 2100 | | Treasurer FICA | 13,569 | 13,719 | 3,384.03 | 1,128.01 | 10,237.87 | 97.10 | 99.30 |
| 12410 | 10000070 | 2210 | | Treasurer VRS 1&2 | 15,336 | 12,549 | 3,110.25 | 1,036.75 | 9,335.21 | 103.54 | 99.20 |
| 12410 | 10000070 | 2220 | | Treasurer VRS Hybrid | 0 | 2,787 | 696.54 | 232.18 | 2,089.86 | 0.60 | 100.00 |
| 12410 | 10000070 | 2300 | | Treasurer Health Ins | 20,745 | 20,745 | 3,528.18 | 1,176.06 | 10,589.38 | 6,627.44 | 68.10 |
| 12410 | 10000070 | 2400 | | Treasurer Life Ins | 2,366 | 2,022 | 587.40 | 195.80 | 1,724.85 | -290.25 | 114.40 |
| 12410 | 10000070 | 2510 | | Disability Ins - Hybrid Plan | 0 | 194 | 48.42 | 16.14 | 145.23 | 0.35 | 99.80 |
| 12410 | 10000070 | 2700 | | Treasurer WC | 200 | 200 | 178.75 | 0.00 | 0.00 | 21.25 | 89.40 |
| 12410 | 10000070 | 3000 | | Treasurer CS | 300 | 300 | 47.18 | 23.59 | 0.00 | 252.82 | 15.70 |
| 12410 | 10000070 | 3180 | | Treasurer CredCrd Fe | 600 | 600 | 0.00 | 0.00 | 0.00 | 600.00 | 0.00 |
| 12410 | 10000070 | 3190 | | Treasurer DMV Stop | 800 | 800 | 800.00 | 440.00 | 0.00 | 0.00 | 100.00 |
| 12410 | 10000070 | 3320 | | Treasurer Maint Con | 200 | 200 | 0.00 | 0.00 | 0.00 | 200.00 | 0.00 |
| 12410 | 10000070 | 3500 | | Treasurer Printing | 9,500 | 9,500 | 0.00 | 0.00 | 0.00 | 9,500.00 | 0.00 |
| 12410 | 10000070 | 3600 | | Treasurer Advertise | 1,500 | 1,500 | 0.00 | 0.00 | 0.00 | 1,500.00 | 0.00 |
| 12410 | 10000070 | 5210 | | Treasurer Postal | 20,500 | 20,500 | 0.00 | 0.00 | 0.00 | 20,500.00 | 0.00 |
| 12410 | 10000070 | 5230 | | Treasurer Telephone | 1,600 | 1,600 | 950.76 | 8.51 | 0.00 | 649.24 | 59.40 |
| 12410 | 10000070 | 5500 | | Treasurer Travel | 1,500 | 1,500 | 160.00 | 160.00 | 0.00 | 1,340.00 | 10.70 |
| 12410 | 10000070 | 5510 | | Treasurer Mileage | 200 | 200 | 0.00 | 0.00 | 0.00 | 200.00 | 0.00 |
| 12410 | 10000070 | 5810 | | Treasurer Due & Memb | 800 | 800 | 375.00 | 0.00 | 0.00 | 425.00 | 46.90 |
| 12410 | 10000070 | 6000 | | Treasurer Mat&Sup | 5,000 | 5,000 | 640.62 | 143.25 | 0.00 | 4,359.38 | 12.80 |
| 12410 Total | Treasurer | | | | 275,354 | 275,354 | 59,345.40 | 19,506.38 | 168,637.21 | 47,371.39 | 82.80 |
| 12510 | 10000080 | 1100 | | IT Salaries | 133,844 | 133,844 | 32,834.06 | 11,778.02 | 106,002.18 | -4,992.24 | 103.70 |

**Clarke County
YTD Budget Report
September 30, 2016**

| FUNCTION | ORG | OBJ | PROJ | ACCOUNT DESCRIPTION | ORIGINAL APPROP | REVISED BUDGET | YTD EXPENDED | MTD EXPENDED | ENC/REQ | AVAILABLE BUDGET | % USED |
|--------------------|--|------|------|------------------------------|-----------------|----------------|-------------------|------------------|-------------------|------------------|---------------|
| 12510 | 10000080 | 2100 | | IT FICA | 10,034 | 10,577 | 2,518.22 | 904.44 | 8,073.36 | -14.58 | 100.10 |
| 12510 | 10000080 | 2210 | | IT VRS 1&2 | 11,364 | 10,821 | 1,726.35 | 575.45 | 5,186.93 | 3,907.72 | 63.90 |
| 12510 | 10000080 | 2220 | | IT VRS Hybrid | 0 | 0 | 849.00 | 424.50 | 3,828.98 | -4,677.98 | 100.00 |
| 12510 | 10000080 | 2300 | | IT Health Ins | 13,708 | 14,113 | 3,528.18 | 1,176.06 | 10,604.28 | -19.46 | 100.10 |
| 12510 | 10000080 | 2400 | | IT Life Ins | 1,753 | 1,348 | 397.37 | 154.29 | 1,391.13 | -440.50 | 132.70 |
| 12510 | 10000080 | 2510 | | Disability Ins - Hybrid Plan | 0 | 0 | 59.00 | 29.50 | 266.08 | -325.08 | 100.00 |
| 12510 | 10000080 | 2700 | | IT WC | 150 | 150 | 131.31 | 0.00 | 0.00 | 18.69 | 87.50 |
| 12510 | 10000080 | 3000 | | IT CS | 4,000 | 4,000 | 800.00 | 200.00 | 11,522.85 | -8,322.85 | 308.10 |
| 12510 | 10000080 | 3320 | | IT Maint Con | 68,162 | 68,162 | 41,439.96 | 822.51 | 3,866.69 | 22,855.35 | 66.50 |
| 12510 | 10000080 | 5210 | | IT Postal | 25 | 25 | 0.00 | 0.00 | 0.00 | 25.00 | 0.00 |
| 12510 | 10000080 | 5230 | | IT Telephone | 35,000 | 35,000 | 9,430.39 | 972.70 | 13,330.25 | 12,239.36 | 65.00 |
| 12510 | 10000080 | 5400 | | IT Lease&Rent | 0 | 0 | 1,980.00 | 0.00 | 21,780.00 | -23,760.00 | 100.00 |
| 12510 | 10000080 | 5500 | | IT Travel | 300 | 300 | 0.00 | 0.00 | 0.00 | 300.00 | 0.00 |
| 12510 | 10000080 | 5810 | | IT Due & Memb | 0 | 0 | 18.94 | 0.00 | 0.00 | -18.94 | 100.00 |
| 12510 | 10000080 | 6000 | | IT Mat&Sup | 2,500 | 2,500 | 273.73 | 273.73 | 0.00 | 2,226.27 | 10.90 |
| 12510 | 10000080 | 6040 | | Technology SW/OL Content | 7,000 | 7,000 | 6,388.00 | 0.00 | 0.00 | 612.00 | 91.30 |
| 12510 | 10000080 | 8200 | | IT CO Adds | 7,000 | 7,000 | 0.00 | 0.00 | 0.00 | 7,000.00 | 0.00 |
| 12510 Total | Data Processing/IT | | | | 294,840 | 294,840 | 102,374.51 | 17,311.20 | 185,852.73 | 6,612.76 | 97.76 |
| 13100 | 10000090 | 1300 | | Electoral PT Sal | 6,319 | 6,319 | 0.00 | 0.00 | 6,318.00 | 1.00 | 100.00 |
| 13100 | 10000090 | 2100 | | Electoral FICA | 484 | 484 | 0.00 | 0.00 | 120.83 | 363.17 | 25.00 |
| 13100 | 10000090 | 2700 | | Electoral WC | 12 | 12 | 6.09 | 0.00 | 0.00 | 5.91 | 50.80 |
| 13100 | 10000090 | 3000 | | Electoral CS | 7,300 | 7,300 | 0.00 | 0.00 | 0.00 | 7,300.00 | 0.00 |
| 13100 | 10000090 | 3160 | | Electoral Board Fe | 10,875 | 10,875 | 0.00 | 0.00 | 0.00 | 10,875.00 | 0.00 |
| 13100 | 10000090 | 3320 | | Electoral Maint Con | 4,500 | 4,500 | 4,500.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 13100 | 10000090 | 3500 | | Electoral Printing | 6,000 | 6,000 | 0.00 | 0.00 | 0.00 | 6,000.00 | 0.00 |
| 13100 | 10000090 | 3600 | | Electoral Advertise | 240 | 240 | 0.00 | 0.00 | 0.00 | 240.00 | 0.00 |
| 13100 | 10000090 | 5210 | | Electoral Postal | 750 | 750 | 6.80 | 0.00 | 0.00 | 743.20 | 0.90 |
| 13100 | 10000090 | 5400 | | Electoral Lease&Rent | 1,200 | 1,200 | 70.00 | 0.00 | 0.00 | 1,130.00 | 5.80 |
| 13100 | 10000090 | 5500 | | Electoral Travel | 900 | 900 | 0.00 | 0.00 | 0.00 | 900.00 | 0.00 |
| 13100 | 10000090 | 5510 | | Electoral Mileage | 570 | 570 | 47.52 | 47.52 | 0.00 | 522.48 | 8.30 |
| 13100 | 10000090 | 5810 | | Electoral Due & Memb | 160 | 160 | 0.00 | 0.00 | 0.00 | 160.00 | 0.00 |
| 13100 | 10000090 | 6000 | | Electoral Mat&Sup | 1,670 | 1,670 | 1,728.06 | 1,658.60 | 0.00 | -58.06 | 103.50 |
| 13100 Total | Electoral Board and Officials | | | | 40,980 | 40,980 | 6,358.47 | 1,706.12 | 6,438.83 | 28,182.70 | 31.23 |
| 13200 | 10000100 | 1100 | | Registrar Salaries | 49,637 | 49,637 | 12,822.99 | 4,274.33 | 38,468.97 | -1,654.96 | 103.30 |
| 13200 | 10000100 | 1300 | | Registrar PT Sal | 8,840 | 8,840 | 2,068.67 | 657.98 | 0.00 | 6,771.33 | 23.40 |
| 13200 | 10000100 | 2100 | | Registrar FICA | 4,294 | 4,294 | 1,146.79 | 379.84 | 2,942.90 | 204.31 | 95.20 |
| 13200 | 10000100 | 2210 | | Registrar VRS 1&2 | 4,372 | 4,372 | 1,088.67 | 362.89 | 3,271.58 | 11.75 | 99.70 |
| 13200 | 10000100 | 2400 | | Registrar Life Ins | 675 | 675 | 167.97 | 55.99 | 504.81 | 2.22 | 99.70 |
| 13200 | 10000100 | 2700 | | Registrar WC | 57 | 57 | 59.68 | 0.00 | 0.00 | -2.68 | 104.70 |
| 13200 | 10000100 | 3000 | | Registrar CS | 1,400 | 1,400 | 35.00 | 0.00 | 0.00 | 1,365.00 | 2.50 |
| 13200 | 10000100 | 3320 | | Registrar Maint Con | 200 | 200 | 34.30 | 34.30 | 122.64 | 43.06 | 78.50 |
| 13200 | 10000100 | 5210 | | Registrar Postal | 750 | 750 | 0.00 | 0.00 | 0.00 | 750.00 | 0.00 |
| 13200 | 10000100 | 5230 | | Registrar Telephone | 1,000 | 1,000 | 138.97 | 61.35 | 539.11 | 321.92 | 67.80 |
| 13200 | 10000100 | 5500 | | Registrar Travel | 1,470 | 1,470 | 521.20 | 7.63 | 0.00 | 948.80 | 35.50 |
| 13200 | 10000100 | 5510 | | Registrar Mileage | 400 | 400 | 340.20 | 142.56 | 0.00 | 59.80 | 85.10 |
| 13200 | 10000100 | 5810 | | Registrar Due & Memb | 150 | 150 | 0.00 | 0.00 | 0.00 | 150.00 | 0.00 |
| 13200 | 10000100 | 6000 | | Registrar Mat&Sup | 725 | 725 | 54.07 | 34.66 | 0.00 | 670.93 | 7.50 |
| 13200 Total | Registrar | | | | 73,970 | 73,970 | 18,478.51 | 6,011.53 | 45,850.01 | 9,641.48 | 86.97 |
| 21100 | 10000110 | 5841 | | Circuit C Juror Pay | 2,000 | 2,000 | 1,740.00 | 1,560.00 | 0.00 | 260.00 | 87.00 |
| 21100 | 10000110 | 5842 | | Circuit C Jury Comm | 180 | 180 | 0.00 | 0.00 | 0.00 | 180.00 | 0.00 |
| 21100 | 10000110 | 7000 | | Circuit Ct Pyt to Joint Ops | 10,000 | 10,000 | 0.00 | 0.00 | 0.00 | 10,000.00 | 0.00 |
| 21100 Total | Circuit Court | | | | 12,180 | 12,180 | 1,740.00 | 1,560.00 | 0.00 | 10,440.00 | 14.29 |
| 21200 | 10000120 | 3000 | | District C CS | 350 | 350 | 0.00 | 0.00 | 0.00 | 350.00 | 0.00 |
| 21200 | 10000120 | 3150 | | District C Legal S | 270 | 270 | 0.00 | 0.00 | 0.00 | 270.00 | 0.00 |
| 21200 | 10000120 | 3320 | | District C Maint Con | 300 | 300 | 37.50 | 0.00 | 112.50 | 150.00 | 50.00 |
| 21200 | 10000120 | 5210 | | District C Postal | 700 | 700 | 159.00 | 0.00 | 0.00 | 541.00 | 22.70 |
| 21200 | 10000120 | 5230 | | District C Telephone | 2,000 | 2,000 | 248.11 | 0.00 | 0.00 | 1,751.89 | 12.40 |
| 21200 | 10000120 | 5810 | | District C Due & Memb | 200 | 200 | 0.00 | 0.00 | 0.00 | 200.00 | 0.00 |
| 21200 | 10000120 | 6000 | | District C Mat&Sup | 600 | 600 | 8.98 | 0.00 | 0.00 | 591.02 | 1.50 |
| 21200 Total | General District Court | | | | 4,420 | 4,420 | 453.59 | 0.00 | 112.50 | 3,853.91 | 12.81 |
| 21300 | 10000125 | 5230 | | Telephone | 200 | 200 | 8.57 | 0.00 | 0.00 | 191.43 | 4.30 |
| 21300 Total | Magistrate | | | | 200 | 200 | 8.57 | 0.00 | 0.00 | 191.43 | 4.29 |
| 21510 | 10000130 | 5600 | | Blue Ridge Legal Svc Contr | 1,500 | 1,500 | 1,500.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 21510 Total | Blue Ridge Legal Services | | | | 1,500 | 1,500 | 1,500.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 21600 | 10000140 | 3320 | | J&D Court Maint Con | 700 | 700 | 37.50 | 0.00 | 112.50 | 550.00 | 21.40 |
| 21600 | 10000140 | 5210 | | J&D Court Postal | 700 | 700 | 0.00 | 0.00 | 0.00 | 700.00 | 0.00 |
| 21600 | 10000140 | 5230 | | J&D Court Telephone | 700 | 700 | 147.30 | 0.00 | 0.00 | 552.70 | 21.00 |
| 21600 | 10000140 | 5810 | | J&D Court Due & Memb | 200 | 200 | 50.00 | 0.00 | 0.00 | 150.00 | 25.00 |
| 21600 | 10000140 | 6000 | | J&D Court Mat&Sup | 1,200 | 1,200 | 0.00 | 0.00 | 0.00 | 1,200.00 | 0.00 |
| 21600 Total | Juvenile & Domestic Relations | | | | 3,500 | 3,500 | 234.80 | 0.00 | 112.50 | 3,152.70 | 9.92 |
| 21700 | 10000150 | 1100 | | Clk of CC Salaries | 174,747 | 174,747 | 43,445.25 | 14,481.75 | 130,335.75 | 966.00 | 99.40 |
| 21700 | 10000150 | 2100 | | Clk of CC FICA | 13,222 | 13,222 | 3,359.07 | 1,119.69 | 9,859.53 | 3.40 | 100.00 |

Clarke County
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| FUNCTION | ORG | OBJ | PROJ | ACCOUNT DESCRIPTION | ORIGINAL APPROP | REVISED BUDGET | YTD EXPENDED | MTD EXPENDED | ENC/REQ | AVAILABLE BUDGET | % USED |
|-----------------------|--|------|-------|--------------------------------|-----------------|----------------|------------------|------------------|-------------------|------------------|---------------|
| 21700 | 10000150 | 2210 | | Clk of CC VRS 1&2 | 14,836 | 14,802 | 3,688.50 | 1,229.50 | 11,117.31 | -3.81 | 100.00 |
| 21700 | 10000150 | 2300 | | Clk of CC Health Ins | 14,079 | 14,113 | 3,528.18 | 1,176.06 | 10,628.78 | -43.96 | 100.30 |
| 21700 | 10000150 | 2400 | | Clk of CC Life Ins | 2,290 | 2,290 | 569.13 | 189.71 | 1,715.39 | 5.48 | 99.80 |
| 21700 | 10000150 | 2700 | | Clk of CC WC | 200 | 200 | 173.69 | 0.00 | 0.00 | 26.31 | 86.80 |
| 21700 | 10000150 | 3000 | | Clk of CC CS | 3,000 | 3,000 | 0.00 | 0.00 | 0.00 | 3,000.00 | 0.00 |
| 21700 | 10000150 | 3320 | | Clk of CC Maint Con | 12,000 | 12,000 | 323.43 | 0.00 | 1,034.99 | 10,641.58 | 11.30 |
| 21700 | 10000150 | 3500 | | Clk of CC Printing | 1,000 | 1,000 | 0.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| 21700 | 10000150 | 3510 | | Clk of CC Microfilm | 6,500 | 6,500 | 1,538.48 | 552.20 | 0.00 | 4,961.52 | 23.70 |
| 21700 | 10000150 | 5210 | | Clk of CC Postal | 3,500 | 3,500 | 188.00 | 188.00 | 0.00 | 3,312.00 | 5.40 |
| 21700 | 10000150 | 5230 | | Clk of CC Telephone | 1,000 | 1,000 | 332.52 | 0.00 | 0.00 | 667.48 | 33.30 |
| 21700 | 10000150 | 6000 | | Clk of CC Mat&Sup | 6,500 | 6,500 | 791.80 | 645.22 | 0.00 | 5,708.20 | 12.20 |
| 21700 Total | Clerk of the Circuit Court | | | | 252,874 | 252,874 | 57,938.05 | 19,582.13 | 164,691.75 | 30,244.20 | 88.04 |
| 21910 | 10001440 | 1100 | VWIT | Victim Witness Regular Salary | 34,296 | 36,927 | 9,231.72 | 3,077.24 | 27,695.13 | 0.00 | 100.00 |
| 21910 | 10001440 | 1300 | VWIT | Victim Witness PT Salary | 30,449 | 14,392 | 0.00 | 0.00 | 0.00 | 14,391.68 | 0.00 |
| 21910 | 10001440 | 2100 | VWIT | Victim Witness FICA | 2,623 | 3,930 | 707.19 | 235.70 | 2,118.63 | 1,103.90 | 71.90 |
| 21910 | 10001440 | 2210 | VWIT | Victim Witness VRS 1 & 2 | 2,912 | 3,135 | 783.78 | 261.26 | 2,351.89 | -0.65 | 100.00 |
| 21910 | 10001440 | 2400 | VWIT | Victim Witness Group Life Ins | 449 | 484 | 120.93 | 40.31 | 362.90 | -0.10 | 100.00 |
| 21910 | 10001440 | 2700 | 12716 | VictimWit WC | 46 | 0 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| 21910 | 10001440 | 2700 | VWIT | Victim Witness Workers Comp | 0 | 46 | 40.05 | 0.00 | 0.00 | 5.95 | 87.10 |
| 21910 | 10001440 | 3000 | 12716 | VictimWit CS | 0 | 375 | 48.11 | 0.00 | 0.00 | 326.54 | 12.80 |
| 21910 | 10001440 | 3000 | VWIT | Victim Witness CS | 0 | 650 | 0.00 | 0.00 | 0.00 | 650.00 | 0.00 |
| 21910 | 10001440 | 5210 | VWIT | Victim Witness Postage | 0 | 340 | 0.00 | 0.00 | 0.00 | 340.00 | 0.00 |
| 21910 | 10001440 | 5500 | 12716 | VictimWit Travel | 0 | 1,188 | 859.00 | 0.00 | 0.00 | 329.00 | 72.30 |
| 21910 | 10001440 | 5500 | VWIT | Victim Witness Travel | 0 | 4,070 | 818.17 | 25.00 | 0.00 | 3,251.83 | 20.10 |
| 21910 | 10001440 | 5510 | 12716 | VictimWit Local Mileage | 0 | 910 | 449.13 | 161.31 | 0.00 | 460.77 | 49.40 |
| 21910 | 10001440 | 5510 | VWIT | VictimWit Travel Local Mileage | 0 | 137 | 0.00 | 0.00 | 0.00 | 137.00 | 0.00 |
| 21910 | 10001440 | 5810 | VWIT | Victim Witness Dues Sub & Mem | 0 | 245 | 0.00 | 0.00 | 0.00 | 245.00 | 0.00 |
| 21910 | 10001440 | 6000 | 12716 | VictimWit Mat&Sup | 0 | 135 | 27.23 | 27.23 | 0.00 | 108.22 | 20.10 |
| 21910 | 10001440 | 6000 | VWIT | Victim Witness Matl & Supplies | 0 | 6,420 | 0.00 | 0.00 | 0.00 | 6,420.00 | 0.00 |
| 21910 Total | Victim and Witness Assistance | | | | 70,775 | 73,383 | 13,085.31 | 3,828.05 | 32,528.55 | 27,769.14 | 62.16 |
| 21940 | 10000160 | 5600 | | Regional Crt Svc Entity Gift | 4,494 | 4,494 | 4,494.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 21940 Total | Regional Court Services | | | | 4,494 | 4,494 | 4,494.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 22100 | 10000170 | 1100 | | Comm Atty Salaries | 241,513 | 241,513 | 58,865.95 | 19,622.51 | 176,548.99 | 6,098.06 | 97.50 |
| 22100 | 10000170 | 1300 | | Comm Atty PT Sal | 12,300 | 12,300 | 3,201.46 | 1,390.72 | 0.00 | 9,098.54 | 26.00 |
| 22100 | 10000170 | 2100 | | Comm Atty FICA | 16,857 | 16,857 | 4,650.28 | 1,541.62 | 12,477.60 | -270.88 | 101.60 |
| 22100 | 10000170 | 2210 | | Comm Atty VRS 1&2 | 18,799 | 15,608 | 3,909.75 | 1,300.98 | 11,730.29 | -32.04 | 100.20 |
| 22100 | 10000170 | 2220 | | VRS Benefits - Hybrid Plan | 0 | 3,191 | 1,224.21 | 364.48 | 3,281.56 | -1,314.77 | 141.20 |
| 22100 | 10000170 | 2300 | | Comm Atty Health Ins | 20,040 | 20,040 | 5,824.21 | 1,855.80 | 16,729.16 | -2,513.37 | 112.50 |
| 22100 | 10000170 | 2400 | | Comm Atty Life Ins | 2,900 | 2,900 | 792.17 | 256.98 | 2,316.32 | -208.49 | 107.20 |
| 22100 | 10000170 | 2510 | | Disability Ins - Hybrid Plan | 0 | 0 | 85.08 | 25.33 | 228.04 | -313.12 | 100.00 |
| 22100 | 10000170 | 2700 | | Comm Atty WC | 245 | 245 | 239.58 | 0.00 | 0.00 | 5.42 | 97.80 |
| 22100 | 10000170 | 3320 | | Comm Atty Maint Con | 500 | 500 | 95.85 | 0.00 | 287.55 | 116.60 | 76.70 |
| 22100 | 10000170 | 5210 | | Comm Atty Postal | 1,300 | 1,300 | 0.00 | 0.00 | 0.00 | 1,300.00 | 0.00 |
| 22100 | 10000170 | 5230 | | Comm Atty Telephone | 3,000 | 3,000 | 410.09 | 172.44 | 1,852.16 | 737.75 | 75.40 |
| 22100 | 10000170 | 5500 | | Comm Atty Travel | 6,050 | 6,050 | 1,712.67 | 165.00 | 0.00 | 4,337.33 | 28.30 |
| 22100 | 10000170 | 5549 | | Comm Atty Witness | 500 | 500 | 0.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 22100 | 10000170 | 5810 | | Comm Atty Due & Memb | 2,500 | 2,500 | 1,987.61 | 277.61 | 0.00 | 512.39 | 79.50 |
| 22100 | 10000170 | 6000 | | Comm Atty Mat&Sup | 2,000 | 2,000 | 32.50 | 0.00 | 0.00 | 1,967.50 | 1.60 |
| 10000170 Total | Commonwealth's Attorney | | | | 328,504 | 328,504 | 83,031.41 | 26,973.47 | 225,451.67 | 20,020.92 | 93.91 |
| 22100 | 10001420 | 1100 | VSTOP | Salaries - Regular | 8,625 | 8,625 | 6,667.40 | 2,221.94 | 19,978.19 | -18,020.59 | 308.90 |
| 22100 | 10001420 | 1300 | VSTOP | Part Time Salaries - Regular | 8,476 | 8,476 | -8.04 | -2.14 | 0.00 | 8,484.04 | -0.10 |
| 22100 | 10001420 | 2100 | VSTOP | FICA Benefits | 2,660 | 2,660 | 337.14 | 145.67 | 1,307.38 | 1,015.48 | 61.80 |
| 22100 | 10001420 | 2210 | VSTOP | VRS Benefits - Plans 1 & 2 | 3,398 | 870 | 166.23 | 57.68 | 519.00 | 184.77 | 78.80 |
| 22100 | 10001420 | 2220 | VSTOP | VRS Benefits - Hybrid Plan | 0 | 2,528 | 261.54 | 130.77 | 1,177.07 | 1,089.39 | 56.90 |
| 22100 | 10001420 | 2300 | VSTOP | Hospital/Medical Plan Benefits | 5,311 | 5,311 | 513.62 | 256.81 | 2,310.91 | 2,486.47 | 53.20 |
| 22100 | 10001420 | 2400 | VSTOP | Group Life Insurance Benefits | 525 | 525 | 66.01 | 29.08 | 261.70 | 197.29 | 62.40 |
| 22100 | 10001420 | 2510 | VSTOP | Disability Ins - Hybrid Plan | 0 | 0 | 18.18 | 9.09 | 81.80 | -99.98 | 100.00 |
| 10001420 Total | Violence Against Women Prev | | | | 28,995 | 28,995 | 8,022.08 | 2,848.90 | 25,636.05 | -4,663.13 | 116.08 |
| 22100 Total | Commonwealth's Attorney - Total | | | | 357,499 | 357,499 | 91,053.49 | 29,822.37 | 251,087.72 | 15,357.79 | 95.70 |
| 31200 | 10000180 | 1100 | | Sheriff Salaries | 1,312,295 | 1,312,295 | 327,553.13 | 109,615.27 | 982,199.07 | 2,542.80 | 99.80 |
| 31200 | 10000180 | 1300 | | Sheriff PT Sal | 43,000 | 43,000 | 11,332.92 | 5,287.22 | 0.00 | 31,667.08 | 26.40 |
| 31200 | 10000180 | 1660 | | Employee Bonuses | 0 | 0 | 500.00 | 0.00 | 0.00 | -500.00 | 100.00 |
| 31200 | 10000180 | 2100 | | Sheriff FICA | 97,216 | 97,216 | 24,533.54 | 8,312.92 | 70,692.37 | 1,990.09 | 98.00 |
| 31200 | 10000180 | 2210 | | Sheriff VRS 1&2 | 103,361 | 103,361 | 25,058.76 | 8,352.92 | 75,451.20 | 2,851.04 | 97.20 |
| 31200 | 10000180 | 2220 | | Sheriff VRS Hybrid | 8,049 | 8,049 | 2,737.56 | 912.52 | 8,212.88 | -2,901.44 | 136.00 |
| 31200 | 10000180 | 2300 | | Sheriff Health Ins | 201,377 | 201,377 | 50,604.92 | 16,866.28 | 152,479.00 | -1,706.92 | 100.80 |
| 31200 | 10000180 | 2400 | | Sheriff Life Ins | 17,193 | 17,193 | 4,288.92 | 1,429.64 | 12,909.34 | -5.26 | 100.00 |
| 31200 | 10000180 | 2510 | | Sheriff DisIns Hybrid | 560 | 560 | 190.20 | 63.40 | 570.78 | -200.98 | 135.90 |
| 31200 | 10000180 | 2700 | | Sheriff WC | 22,116 | 22,116 | 25,242.10 | 0.00 | 0.00 | -3,126.10 | 114.10 |
| 31200 | 10000180 | 2860 | | Sheriff LODA | 7,500 | 7,500 | 7,586.42 | 0.00 | 0.00 | -86.42 | 101.20 |
| 31200 | 10000180 | 3000 | | Sheriff CS | 25,000 | 25,000 | 4,515.37 | 2,214.64 | 7,192.00 | 13,292.63 | 46.80 |
| 31200 | 10000180 | 3320 | | Sheriff Maint Con | 121,033 | 130,333 | 32,090.08 | 520.20 | 5,832.63 | 92,410.29 | 29.10 |

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| FUNCTION | ORG | OBJ | PROJ | ACCOUNT DESCRIPTION | ORIGINAL APPROP | REVISED BUDGET | YTD EXPENDED | MTD EXPENDED | ENC/REQ | AVAILABLE BUDGET | % USED |
|--------------------|--------------------------------------|------------------------------------|-------|--------------------------------|------------------|------------------|-------------------|-------------------|---------------------|-------------------|---------------|
| 31200 | 10000180 | 3350 | | Sheriff Ins Repair | 2,000 | 2,000 | 0.00 | 0.00 | 0.00 | 2,000.00 | 0.00 |
| 31200 | 10000180 | 3500 | | Sheriff Printing | 1,000 | 1,000 | 315.30 | 54.50 | 0.00 | 684.70 | 31.50 |
| 31200 | 10000180 | 5210 | | Sheriff Postal | 2,200 | 2,200 | 472.93 | 90.46 | 0.00 | 1,727.07 | 21.50 |
| 31200 | 10000180 | 5230 | | Sheriff Telephone | 55,000 | 55,000 | 2,953.82 | 1,168.48 | 11,508.40 | 40,537.78 | 26.30 |
| 31200 | 10000180 | 5300 | | Sheriff Insurance | 15,000 | 15,000 | 16,623.84 | 0.00 | 0.00 | -1,623.84 | 110.80 |
| 31200 | 10000180 | 5400 | | Sheriff Leases and Rentals | 28,000 | 28,000 | 6,210.00 | 0.00 | 18,630.00 | 3,160.00 | 88.70 |
| 31200 | 10000180 | 5500 | | Sheriff Travel | 46,900 | 46,900 | 1,338.58 | 62.77 | 0.00 | 45,561.42 | 2.90 |
| 31200 | 10000180 | 5500 | CST | Travel | 0 | 0 | 2,002.00 | 895.00 | 0.00 | -2,002.00 | 100.00 |
| 31200 | 10000180 | 5500 | SST | Travel | 0 | 0 | 1,408.00 | 726.91 | 0.00 | -1,408.00 | 100.00 |
| 31200 | 10000180 | 5800 | | Sheriff Misc | 1,000 | 1,000 | 35.01 | 0.00 | 0.00 | 964.99 | 3.50 |
| 31200 | 10000180 | 5810 | | Sheriff Due & Memb | 3,300 | 3,300 | 595.00 | 45.00 | 0.00 | 2,705.00 | 18.00 |
| 31200 | 10000180 | 6000 | | Sheriff Mat&Sup | 51,000 | 51,000 | 454.06 | 193.44 | 0.00 | 50,545.94 | 0.90 |
| 31200 | 10000180 | 6000 | COS | Materials and Supplies | 0 | 0 | 786.55 | 710.55 | 0.00 | -786.55 | 100.00 |
| 31200 | 10000180 | 6000 | PSU | Materials and Supplies | 0 | 0 | 2,081.32 | 236.26 | 0.00 | -2,081.32 | 100.00 |
| 31200 | 10000180 | 6000 | SOS | Materials and Supplies | 0 | 0 | 731.59 | 214.88 | 0.00 | -731.59 | 100.00 |
| 31200 | 10000180 | 6000 | VRP | Materials and Supplies | 0 | 0 | 4,530.77 | 1,639.02 | 9,040.91 | -13,571.68 | 100.00 |
| 31200 | 10000180 | 6008 | | Sheriff Veh Fuel | 60,000 | 60,000 | 6,744.97 | 2,083.88 | 0.00 | 53,255.03 | 11.20 |
| 31200 | 10000180 | 6011 | | Sheriff Clothing | 8,000 | 8,000 | 15.49 | 0.00 | 0.00 | 7,984.51 | 0.20 |
| 31200 | 10000180 | 6011 | SSU | Uniform & Wearing Apparel | 0 | 0 | 1,080.84 | 180.68 | 0.00 | -1,080.84 | 100.00 |
| 31200 | 10000180 | 6015 | | Sheriff Ammunition | 12,500 | 12,500 | 6,090.38 | 0.00 | 10,502.79 | -4,093.17 | 132.70 |
| | 10000180 Total | Sheriff | | | 2,244,600 | 2,253,900 | 570,704.37 | 161,876.84 | 1,365,221.37 | 317,974.26 | 85.89 |
| 31200 | 10001480 | 1200 | | Overtime | 12,923 | 12,923 | 0.00 | 0.00 | 0.00 | 12,923.00 | 0.00 |
| 31200 | 10001480 | 1200 | 40216 | DMV Alcohol Grant OT | 0 | 0 | 1,422.96 | 485.36 | 0.00 | -1,422.96 | 100.00 |
| | 10001480 Total | VA Hwy Safety Enf - Alcohol | | | 12,923 | 12,923 | 1,422.96 | 485.36 | 0.00 | 11,500.04 | 11.01 |
| 31200 | 10001500 | 2100 | 40317 | DMV Speed FICA | 8,000 | 8,000 | 0.00 | 0.00 | 0.00 | 8,000.00 | 0.00 |
| | 10001500 Total | VA Hwy Safety Enf - Speed | | | 8,000 | 8,000 | 0.00 | 0.00 | 0.00 | 8,000.00 | 0.00 |
| 31200 | 10001520 | 5500 | 41017 | ICAC Travel | 2,000 | 2,000 | 2,404.95 | 903.32 | 0.00 | -404.95 | 120.20 |
| 31200 | 10001520 | 6000 | 41017 | ICAC Mat&Sup | 2,000 | 2,000 | 0.00 | 0.00 | 0.00 | 2,000.00 | 0.00 |
| | 10001520 Total | NOVA Int Cr Against Child | | | 4,000 | 4,000 | 2,404.95 | 903.32 | 0.00 | 1,595.05 | 60.12 |
| 31200 | 10001550 | 1200 | | Overtime | 1,510 | 1,510 | 0.00 | 0.00 | 0.00 | 1,510.00 | 0.00 |
| 31200 | 10001550 | 1300 | | Part Time Salaries - Regular | 0 | 0 | 454.70 | 0.00 | 0.00 | -454.70 | 100.00 |
| 31200 | 10001550 | 2100 | | FICA Benefits | 0 | 0 | 30.59 | 0.00 | 0.00 | -30.59 | 100.00 |
| | 10001550 Total | DCJS Byrne Justice Assist | | | 1,510 | 1,510 | 485.29 | 0.00 | 0.00 | 1,024.71 | 32.14 |
| 31200 Total | Sheriff - Total | | | | 2,271,033 | 2,280,333 | 575,017.57 | 163,265.52 | 1,365,221.37 | 340,094.06 | 85.09 |
| 31210 | 10000190 | 5600 | | Criminal Justice Training Ctr | 19,593 | 19,593 | 19,593.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 31210 Total | Criminal Justice Training Ctr | | | | 19,593 | 19,593 | 19,593.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 31220 | 10000200 | 5600 | | Drug Task Force Entity Gift | 12,500 | 12,500 | 0.00 | 0.00 | 0.00 | 12,500.00 | 0.00 |
| 31220 Total | Drug Task Force | | | | 12,500 | 12,500 | 0.00 | 0.00 | 0.00 | 12,500.00 | 0.00 |
| 31400 | 10000210 | 3000 | | Communicat CS | 0 | 0 | 87.27 | 0.00 | 0.00 | -87.27 | 100.00 |
| 31400 | 10000210 | 5230 | | Communicat Telephone | 0 | 0 | 3,359.65 | 164.70 | 1,439.60 | -4,799.25 | 100.00 |
| 31400 | 10000210 | 6000 | | Communicat Mat&Sup | 0 | 0 | 56.00 | 28.00 | 0.00 | -56.00 | 100.00 |
| 31400 Total | Communications | | | | 0 | 0 | 3,502.92 | 192.70 | 1,439.60 | -4,942.52 | 100.00 |
| 32200 | 10000220 | 3000 | | Vol Fire CS | 70,000 | 70,000 | 0.00 | 0.00 | 0.00 | 70,000.00 | 0.00 |
| 32200 | 10000220 | 5600 | | Vol Fire Companies Entity Gift | 25,000 | 25,000 | 0.00 | 0.00 | 0.00 | 25,000.00 | 0.00 |
| 32200 | 10000220 | 5697 | | Vol Fire 4 for Life | 16,148 | 16,148 | 17,102.80 | 0.00 | 0.00 | -954.80 | 105.90 |
| 32200 | 10000220 | 5698 | | Vol Fire Fire Progs | 29,337 | 29,337 | 29,349.00 | 0.00 | 0.00 | -12.00 | 100.00 |
| 32200 Total | Volunteer Fire Companies | | | | 140,485 | 140,485 | 46,451.80 | 0.00 | 0.00 | 94,033.20 | 33.07 |
| 32201 | 10000230 | 2860 | | Blue R VF LODA | 1,200 | 1,200 | 1,050.00 | 0.00 | 0.00 | 150.00 | 87.50 |
| 32201 | 10000230 | 5600 | | Blue Ridge Vol Fire Co Contrib | 50,000 | 50,000 | 12,500.00 | 0.00 | 0.00 | 37,500.00 | 25.00 |
| 32201 Total | Blue Ridge Volunteer Fire Co | | | | 51,200 | 51,200 | 13,550.00 | 0.00 | 0.00 | 37,650.00 | 26.46 |
| 32202 | 10000240 | 2860 | | Boyce VF LODA | 1,900 | 1,900 | 1,400.00 | 0.00 | 0.00 | 500.00 | 73.70 |
| 32202 | 10000240 | 5600 | | Boyce Volunteer Fire Co Contr | 50,000 | 50,000 | 25,000.00 | 25,000.00 | 0.00 | 25,000.00 | 50.00 |
| 32202 Total | Boyce Volunteer Fire Co | | | | 51,900 | 51,900 | 26,400.00 | 25,000.00 | 0.00 | 25,500.00 | 50.87 |
| 32203 | 10000250 | 2860 | | Enders VF LODA | 2,200 | 2,200 | 2,450.00 | 0.00 | 0.00 | -250.00 | 111.40 |
| 32203 | 10000250 | 5600 | | Enders Volunteer Fire Co Contr | 75,000 | 75,000 | 18,750.00 | 0.00 | 0.00 | 56,250.00 | 25.00 |
| 32203 Total | Enders Volunteer Fire Co | | | | 77,200 | 77,200 | 21,200.00 | 0.00 | 0.00 | 56,000.00 | 27.46 |
| 32310 | 10000260 | 1100 | | EMS Salaries | 359,282 | 359,282 | 62,839.44 | 16,338.21 | 181,955.73 | 114,486.83 | 68.10 |
| 32310 | 10000260 | 1200 | | EMS Overtime | 56,000 | 56,000 | 20,888.20 | 6,391.44 | 51,907.66 | -16,795.86 | 130.00 |
| 32310 | 10000260 | 1300 | | EMS PT Sal | 117,000 | 117,000 | 36,501.38 | 12,927.26 | 0.00 | 80,498.62 | 31.20 |
| 32310 | 10000260 | 2100 | | EMS FICA | 40,720 | 40,720 | 8,561.88 | 2,513.84 | 13,311.91 | 18,846.21 | 53.70 |
| 32310 | 10000260 | 2210 | | EMS VRS 1&2 | 21,306 | 23,877 | 5,509.89 | 1,836.63 | 16,690.51 | 1,676.60 | 93.00 |
| 32310 | 10000260 | 2220 | | VRS Benefits - Hybrid Plan | 9,689 | 7,118 | 1,009.98 | 0.00 | 5,053.34 | 1,054.68 | 85.20 |
| 32310 | 10000260 | 2300 | | EMS Health Ins | 59,962 | 59,962 | 10,826.28 | 3,608.76 | 32,742.02 | 16,393.70 | 72.70 |
| 32310 | 10000260 | 2400 | | EMS Life Ins | 4,550 | 4,620 | 1,005.98 | 283.38 | 2,575.34 | 1,038.68 | 77.50 |
| 32310 | 10000260 | 2510 | | EMS DisIns Hybrid | 673 | 603 | 70.18 | 0.00 | 351.18 | 181.64 | 69.90 |
| 32310 | 10000260 | 2700 | | EMS WC | 24,510 | 24,510 | 20,979.66 | 0.00 | 0.00 | 3,530.34 | 85.60 |
| 32310 | 10000260 | 2860 | | EMS LODA | 2,700 | 2,700 | 2,677.58 | 0.00 | 0.00 | 22.42 | 99.20 |
| 32310 | 10000260 | 3000 | | EMS CS | 37,500 | 37,500 | 10,042.37 | 6,366.81 | 0.00 | 27,457.63 | 26.80 |
| 32310 | 10000260 | 5210 | | EMS Postal Services | 2,000 | 2,000 | 0.00 | 0.00 | 0.00 | 2,000.00 | 0.00 |
| 32310 | 10000260 | 5230 | | EMS Telephone | 1,000 | 1,000 | 126.14 | 0.00 | 0.00 | 873.86 | 12.60 |
| 32310 | 10000260 | 5500 | | EMS Travel | 10,000 | 10,000 | 198.69 | 198.69 | 0.00 | 9,801.31 | 2.00 |
| 32310 | 10000260 | 6000 | | EMS Mat&Sup | 10,000 | 10,000 | 1,206.09 | 179.45 | 0.00 | 8,793.91 | 12.10 |

**Clarke County
YTD Budget Report
September 30, 2016**

| FUNCTION | ORG | OBJ | PROJ | ACCOUNT DESCRIPTION | ORIGINAL APPROP | REVISED BUDGET | YTD EXPENDED | MTD EXPENDED | ENC/REQ | AVAILABLE BUDGET | % USED |
|--------------------|---|------|------|-------------------------------|-----------------|----------------|-------------------|-------------------|-------------------|-------------------|---------------|
| 32310 | 10000260 | 6008 | | EMS Veh Fuel | 2,000 | 2,000 | 74.29 | 0.00 | 0.00 | 1,925.71 | 3.70 |
| 32310 | 10000260 | 6011 | | EMS Clothing | 6,500 | 6,500 | 5,748.50 | 0.00 | 3,754.00 | -3,002.50 | 146.20 |
| 32310 | 10000260 | 8200 | | EMS CO Adds | 2,000 | 2,000 | 0.00 | 0.00 | 0.00 | 2,000.00 | 0.00 |
| 32310 Total | Fire and Rescue Services | | | | 767,392 | 767,392 | 188,266.53 | 50,644.47 | 308,341.69 | 270,783.78 | 64.71 |
| 32320 | 10000270 | 5600 | | Lord Fairfax EMS Contribution | 5,422 | 5,422 | 5,422.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 32320 Total | Lord Fairfax Emergency Medical | | | | 5,422 | 5,422 | 5,422.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 32400 | 10000280 | 5600 | | Forestry Svcs Entity Gift | 2,712 | 2,712 | 2,711.52 | 2,711.52 | 0.00 | 0.48 | 100.00 |
| 32400 Total | Forestry Services | | | | 2,712 | 2,712 | 2,711.52 | 2,711.52 | 0.00 | 0.48 | 99.98 |
| 33210 | 10000290 | 7000 | | Regional Jail Joint Ops | 512,000 | 512,000 | 244,535.50 | 122,267.75 | 0.00 | 267,464.50 | 47.80 |
| 33210 Total | Regional Jail | | | | 512,000 | 512,000 | 244,535.50 | 122,267.75 | 0.00 | 267,464.50 | 47.76 |
| 33220 | 10000300 | 3840 | | Juv DetCtr Intergov | 22,595 | 22,595 | 0.00 | 0.00 | 0.00 | 22,595.00 | 0.00 |
| 33220 Total | Juvenile Detention Center | | | | 22,595 | 22,595 | 0.00 | 0.00 | 0.00 | 22,595.00 | 0.00 |
| 33300 | 10000310 | 5230 | | Probation Telephone | 500 | 500 | 11.54 | 0.00 | 0.00 | 488.46 | 2.30 |
| 33300 | 10000310 | 6000 | | Probation Mat&Sup | 300 | 300 | 0.00 | 0.00 | 0.00 | 300.00 | 0.00 |
| 33300 Total | Probation Office | | | | 800 | 800 | 11.54 | 0.00 | 0.00 | 788.46 | 1.44 |
| 34100 | 10000320 | 1100 | | Bldg Insp Salaries | 119,087 | 119,087 | 26,553.37 | 10,543.17 | 113,507.83 | -20,974.20 | 117.60 |
| 34100 | 10000320 | 2100 | | Bldg Insp FICA | 8,337 | 8,337 | 1,839.38 | 739.92 | 4,930.58 | 1,567.04 | 81.20 |
| 34100 | 10000320 | 2210 | | Bldg Insp VRS 1&2 | 8,142 | 8,156 | 2,038.89 | 679.63 | 6,120.84 | -3.73 | 100.00 |
| 34100 | 10000320 | 2220 | | Bldg Insp VRS Hybrid | 1,968 | 1,954 | 0.00 | 0.00 | 0.00 | 1,954.00 | 0.00 |
| 34100 | 10000320 | 2300 | | Bldg Insp Health Ins | 21,124 | 21,124 | 5,161.77 | 2,112.61 | 13,730.50 | 2,231.73 | 89.40 |
| 34100 | 10000320 | 2400 | | Bldg Insp Life Ins | 1,559 | 1,559 | 314.61 | 104.87 | 944.44 | 299.95 | 80.80 |
| 34100 | 10000320 | 2510 | | Bldg Insp DisIns Hybrid | 137 | 137 | 0.00 | 0.00 | 0.00 | 137.00 | 0.00 |
| 34100 | 10000320 | 2700 | | Bldg Insp WC | 1,425 | 1,425 | 1,739.68 | 0.00 | 0.00 | -314.68 | 122.10 |
| 34100 | 10000320 | 3000 | | Bldg Insp CS | 0 | 0 | 37.00 | 0.00 | 0.00 | -37.00 | 100.00 |
| 34100 | 10000320 | 3320 | | Bldg Insp Maint Con | 1,900 | 1,900 | 1,300.00 | 0.00 | 0.00 | 600.00 | 68.40 |
| 34100 | 10000320 | 3500 | | Bldg Insp Printing | 400 | 400 | 0.00 | 0.00 | 0.00 | 400.00 | 0.00 |
| 34100 | 10000320 | 5210 | | Bldg Insp Postal | 150 | 150 | 0.00 | 0.00 | 0.00 | 150.00 | 0.00 |
| 34100 | 10000320 | 5230 | | Bldg Insp Telephone | 1,380 | 1,380 | 165.39 | 79.20 | 522.92 | 691.69 | 49.90 |
| 34100 | 10000320 | 5500 | | Bldg Insp Travel | 2,000 | 2,000 | 0.00 | 0.00 | 0.00 | 2,000.00 | 0.00 |
| 34100 | 10000320 | 5810 | | Bldg Insp Due & Memb | 800 | 800 | 0.00 | 0.00 | 0.00 | 800.00 | 0.00 |
| 34100 | 10000320 | 6000 | | Bldg Insp Mat&Sup | 2,000 | 2,000 | 189.20 | 0.00 | 0.00 | 1,810.80 | 9.50 |
| 34100 | 10000320 | 6008 | | Bldg Insp Veh Fuel | 2,000 | 2,000 | 178.81 | 38.63 | 0.00 | 1,821.19 | 8.90 |
| 34100 Total | Building Inspections | | | | 172,409 | 172,409 | 39,518.10 | 14,298.03 | 139,757.11 | -6,866.21 | 103.98 |
| 35100 | 10000330 | 1100 | | AnimalCtrl Salaries | 63,398 | 63,398 | 14,551.86 | 3,933.30 | 49,159.50 | -313.36 | 100.50 |
| 35100 | 10000330 | 1300 | | AnimalCtrl PT Sal | 9,000 | 9,000 | 980.00 | 980.00 | 0.00 | 8,020.00 | 10.90 |
| 35100 | 10000330 | 2100 | | AnimalCtrl FICA | 4,845 | 4,845 | 1,015.72 | 318.38 | 3,239.81 | 589.47 | 87.80 |
| 35100 | 10000330 | 2210 | | AnimalCtrl VRS 1&2 | 3,576 | 3,576 | 897.87 | 299.29 | 2,694.41 | -16.28 | 100.50 |
| 35100 | 10000330 | 2220 | | VRS Benefits - Hybrid Plan | 1,807 | 1,807 | 454.41 | 151.47 | 1,363.22 | -10.63 | 100.60 |
| 35100 | 10000330 | 2300 | | AnimalCtrl Health Ins | 14,184 | 14,184 | 3,688.98 | 1,229.66 | 11,068.68 | -573.66 | 104.00 |
| 35100 | 10000330 | 2400 | | AnimalCtrl Life Ins | 831 | 831 | 208.65 | 69.55 | 626.09 | -3.74 | 100.50 |
| 35100 | 10000330 | 2510 | | Disability Ins - Hybrid Plan | 126 | 126 | 31.59 | 10.53 | 94.73 | -0.32 | 100.30 |
| 35100 | 10000330 | 2700 | | AnimalCtrl WC | 1,140 | 1,140 | 880.21 | 0.00 | 0.00 | 259.79 | 77.20 |
| 35100 | 10000330 | 3000 | | AnimalCtrl CS | 8,000 | 8,000 | 1,254.27 | 867.84 | 0.00 | 6,745.73 | 15.70 |
| 35100 | 10000330 | 3320 | | Maintenance Service Contracts | 100 | 100 | 0.00 | 0.00 | 0.00 | 100.00 | 0.00 |
| 35100 | 10000330 | 3500 | | AnimalCtrl Printing | 200 | 200 | 0.00 | 0.00 | 0.00 | 200.00 | 0.00 |
| 35100 | 10000330 | 5110 | | AnimalCtrl Electric | 750 | 750 | 0.00 | 0.00 | 0.00 | 750.00 | 0.00 |
| 35100 | 10000330 | 5230 | | AnimalCtrl Telephone | 500 | 500 | 134.42 | 14.05 | 137.88 | 227.70 | 54.50 |
| 35100 | 10000330 | 5500 | | AnimalCtrl Travel | 1,000 | 1,000 | 0.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| 35100 | 10000330 | 5510 | | AnimalCtrl Mileage | 100 | 100 | 0.00 | 0.00 | 0.00 | 100.00 | 0.00 |
| 35100 | 10000330 | 6000 | | AnimalCtrl Mat&Sup | 6,000 | 6,000 | 1,822.72 | 615.11 | 0.00 | 4,177.28 | 30.40 |
| 35100 | 10000330 | 6008 | | AnimalCtrl Veh Fuel | 1,500 | 1,500 | 132.12 | 64.11 | 0.00 | 1,367.88 | 8.80 |
| 35100 | 10000330 | 6011 | | AnimalCtrl Clothing | 500 | 500 | 0.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 35100 Total | Animal Control | | | | 117,557 | 117,557 | 26,052.82 | 8,553.29 | 68,384.32 | 23,119.86 | 80.33 |
| 35300 | 10000340 | 3000 | | Exam&Bury CS | 1,000 | 1,000 | 0.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| 35300 Total | Med Examiner & Indigent Burial | | | | 1,000 | 1,000 | 0.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| 42400 | 10000350 | 3840 | | RefuseDisp Intergov | 175,500 | 175,500 | 31,034.68 | 10,753.98 | 0.00 | 144,465.32 | 17.70 |
| 42400 Total | Refuse Disposal | | | | 175,500 | 175,500 | 31,034.68 | 10,753.98 | 0.00 | 144,465.32 | 17.68 |
| 42600 | 10000360 | 3000 | | LitterCtrl CS | 0 | 0 | 450.00 | 150.00 | 2,550.00 | -3,000.00 | 100.00 |
| 42600 | 10000360 | 6000 | | LitterCtrl Mat&Sup | 5,310 | 5,310 | 0.00 | 0.00 | 0.00 | 5,310.00 | 0.00 |
| 42600 Total | Litter Control | | | | 5,310 | 5,310 | 450.00 | 150.00 | 2,550.00 | 2,310.00 | 56.50 |
| 42700 | 10000370 | 3840 | | Sanitation Intergov | 33,750 | 33,750 | 5,232.98 | 2,616.49 | 0.00 | 28,517.02 | 15.50 |
| 42700 | 10000370 | 5600 | | Sanitation Entity Gift | 207,000 | 207,000 | 114,000.00 | 0.00 | 0.00 | 93,000.00 | 55.10 |
| 42700 Total | Sanitation | | | | 240,750 | 240,750 | 119,232.98 | 2,616.49 | 0.00 | 121,517.02 | 49.53 |
| 43200 | 10000380 | 1100 | | Maintenanc Salaries | 150,079 | 150,079 | 35,382.16 | 11,999.12 | 113,412.54 | 1,284.30 | 99.10 |
| 43200 | 10000380 | 1300 | | Maintenanc PT Sal | 0 | 0 | 2,000.00 | 0.00 | 0.00 | -2,000.00 | 100.00 |
| 43200 | 10000380 | 2100 | | Maintenanc FICA | 10,476 | 10,476 | 4,928.56 | 3,058.46 | 8,330.60 | -2,783.16 | 126.60 |
| 43200 | 10000380 | 2210 | | Maintenanc VRS 1&2 | 10,634 | 10,634 | 1,755.68 | 390.88 | 3,519.82 | 5,358.50 | 49.60 |
| 43200 | 10000380 | 2220 | | VRS Benefits - Hybrid Plan | 1,852 | 1,852 | 1,024.74 | 606.61 | 5,810.59 | -4,983.33 | 369.10 |
| 43200 | 10000380 | 2300 | | Maintenanc Health Ins | 24,361 | 24,361 | 3,618.16 | 1,191.09 | 11,150.09 | 9,592.75 | 60.60 |
| 43200 | 10000380 | 2400 | | Maintenanc Life Ins | 1,966 | 1,966 | 438.85 | 157.19 | 1,469.22 | 57.93 | 97.10 |
| 43200 | 10000380 | 2510 | | Disability Ins - Hybrid Plan | 129 | 129 | 71.22 | 42.16 | 403.79 | -346.01 | 368.20 |
| 43200 | 10000380 | 2700 | | Maintenanc WC | 4,560 | 4,560 | 4,426.20 | 0.00 | 0.00 | 133.80 | 97.10 |

**Clarke County
YTD Budget Report
September 30, 2016**

| FUNCTION | ORG | OBJ | PROJ | ACCOUNT DESCRIPTION | ORIGINAL APPROP | REVISED BUDGET | YTD EXPENDED | MTD EXPENDED | ENC/REQ | AVAILABLE BUDGET | % USED |
|----------|-----------------------|------|------|---|-----------------|----------------|-------------------|------------------|-------------------|-------------------|--------------|
| 43200 | 10000380 | 2800 | | Maintenanc Leave Pay | 0 | 0 | 28,410.01 | 28,410.01 | 0.00 | -28,410.01 | 100.00 |
| 43200 | 10000380 | 3000 | | Maintenanc CS | 22,000 | 22,000 | 2,082.46 | 990.46 | 0.00 | 19,917.54 | 9.50 |
| 43200 | 10000380 | 3320 | | Maintenanc Maint Con | 99,485 | 99,485 | 22,009.34 | 10,929.78 | 8,346.61 | 69,129.05 | 30.50 |
| 43200 | 10000380 | 3340 | | Maintenanc Cust Con | 37,000 | 37,000 | 10,098.69 | 3,366.23 | 0.00 | 26,901.31 | 27.30 |
| 43200 | 10000380 | 3600 | | Maintenanc Advertise | 1,200 | 1,200 | 0.00 | 0.00 | 0.00 | 1,200.00 | 0.00 |
| 43200 | 10000380 | 5120 | | Maintenanc Heating | 400 | 400 | 0.00 | 0.00 | 0.00 | 400.00 | 0.00 |
| 43200 | 10000380 | 5130 | | Maintenanc Wat & Sew | 780 | 780 | 77.65 | 23.90 | 0.00 | 702.35 | 10.00 |
| 43200 | 10000380 | 5230 | | Maintenanc Telephone | 2,750 | 2,750 | 353.05 | 85.74 | 715.32 | 1,681.63 | 38.80 |
| 43200 | 10000380 | 5300 | | Maintenanc Insurance | 37,253 | 37,253 | 39,181.62 | 0.00 | 0.00 | -1,928.62 | 105.20 |
| 43200 | 10000380 | 5400 | | Maintenanc Lease&Rent | 1,500 | 1,500 | 0.00 | 0.00 | 0.00 | 1,500.00 | 0.00 |
| 43200 | 10000380 | 5500 | | Maintenanc Travel | 750 | 750 | 0.00 | 0.00 | 0.00 | 750.00 | 0.00 |
| 43200 | 10000380 | 6000 | | Maintenanc Mat&Sup | 35,000 | 35,000 | 4,685.91 | 846.20 | 15.00 | 30,299.09 | 13.40 |
| 43200 | 10000380 | 6008 | | Maintenanc Veh Fuel | 4,780 | 4,780 | 309.07 | 96.54 | 0.00 | 4,470.93 | 6.50 |
| | 10000380 Total | | | General Property Maintenance | 446,955 | 446,955 | 160,853.37 | 62,194.37 | 153,173.58 | 132,928.05 | 70.26 |
| 43200 | 10000890 | 3000 | | JGC Maintenanc CS | 25,000 | 25,000 | 3,379.01 | 3,105.63 | 6,897.00 | 14,723.99 | 41.10 |
| 43200 | 10000890 | 3320 | | JGC Maintenance Svc Con | 29,212 | 29,212 | 1,012.79 | 0.00 | 0.00 | 28,199.21 | 3.50 |
| 43200 | 10000890 | 3340 | | Maintenanc Cust Con | 26,000 | 26,000 | 6,997.14 | 2,332.38 | 0.00 | 19,002.86 | 26.90 |
| 43200 | 10000890 | 5110 | | Maintenanc Electric | 32,500 | 32,500 | 3,091.77 | 3,091.77 | 0.00 | 29,408.23 | 9.50 |
| 43200 | 10000890 | 5120 | | Maintenanc Heating | 5,500 | 5,500 | 188.48 | 103.88 | 0.00 | 5,311.52 | 3.40 |
| 43200 | 10000890 | 5130 | | Maintenanc Wat & Sew | 1,500 | 1,500 | 207.03 | 111.48 | 0.00 | 1,292.97 | 13.80 |
| 43200 | 10000890 | 6000 | | Maintenanc Mat&Sup | 3,500 | 3,500 | 35.09 | 35.09 | 0.00 | 3,464.91 | 1.00 |
| | 10000890 Total | | | Maintenance - 101 Chalmers Court | 123,212 | 123,212 | 14,911.31 | 8,780.23 | 6,897.00 | 101,403.69 | 17.70 |
| 43200 | 10000900 | 3000 | | Maintenanc CS | 7,244 | 7,244 | 879.82 | 382.00 | 0.00 | 6,364.18 | 12.10 |
| 43200 | 10000900 | 3320 | | Maintenanc Maint Con | 3,500 | 3,500 | 1,582.05 | 0.00 | 0.00 | 1,917.95 | 45.20 |
| 43200 | 10000900 | 5110 | | Maintenanc Electric | 12,090 | 12,090 | 1,233.20 | 1,032.70 | 0.00 | 10,856.80 | 10.20 |
| 43200 | 10000900 | 5120 | | Maintenanc Heating | 1,600 | 1,600 | 57.74 | 28.87 | 0.00 | 1,542.26 | 3.60 |
| 43200 | 10000900 | 5130 | | Maintenanc Wat & Sew | 3,750 | 3,750 | 500.60 | 9.00 | 0.00 | 3,249.40 | 13.30 |
| 43200 | 10000900 | 6000 | | Maintenanc Mat&Sup | 1,500 | 1,500 | 12.56 | 12.56 | 0.00 | 1,487.44 | 0.80 |
| | 10000900 Total | | | Maintenance - 100 N Ch St/Radio T | 29,684 | 29,684 | 4,265.97 | 1,465.13 | 0.00 | 25,418.03 | 14.37 |
| 43200 | 10000910 | 3000 | | Maintenanc CS | 5,000 | 5,000 | 0.00 | 0.00 | 0.00 | 5,000.00 | 0.00 |
| 43200 | 10000910 | 3320 | | Maintenanc Maint Con | 2,000 | 2,000 | 1,558.30 | 0.00 | 0.00 | 441.70 | 77.90 |
| 43200 | 10000910 | 5110 | | Maintenanc Electric | 31,896 | 31,896 | 2,472.47 | 2,472.47 | 0.00 | 29,423.53 | 7.80 |
| 43200 | 10000910 | 6000 | | Maintenanc Mat&Sup | 1,000 | 1,000 | 399.85 | 383.46 | 0.00 | 600.15 | 40.00 |
| | 10000910 Total | | | Maintenance - 102 N Church St | 39,896 | 39,896 | 4,430.62 | 2,855.93 | 0.00 | 35,465.38 | 11.11 |
| 43200 | 10000920 | 3000 | | Maintenanc CS | 9,500 | 9,500 | 913.50 | 0.00 | 0.00 | 8,586.50 | 9.60 |
| 43200 | 10000920 | 3320 | | Maintenanc Maint Con | 2,100 | 2,100 | 1,558.30 | 0.00 | 0.00 | 541.70 | 74.20 |
| 43200 | 10000920 | 5110 | | Maintenanc Electric | 11,271 | 11,271 | 1,277.42 | 1,237.51 | 0.00 | 9,993.58 | 11.30 |
| 43200 | 10000920 | 5120 | | Maintenanc Heating | 3,500 | 3,500 | 137.68 | 64.42 | 0.00 | 3,362.32 | 3.90 |
| 43200 | 10000920 | 5130 | | Maintenanc Wat & Sew | 900 | 900 | 76.20 | 0.00 | 0.00 | 823.80 | 8.50 |
| 43200 | 10000920 | 6000 | | Maintenanc Mat&Sup | 1,500 | 1,500 | 137.54 | 107.86 | 0.00 | 1,362.46 | 9.20 |
| | 10000920 Total | | | Maintenance - 104/106 N Church St | 28,771 | 28,771 | 4,100.64 | 1,409.79 | 0.00 | 24,670.36 | 14.25 |
| 43200 | 10000930 | 3000 | | Maintenanc CS | 5,000 | 5,000 | 1,109.00 | 0.00 | 0.00 | 3,891.00 | 22.20 |
| 43200 | 10000930 | 3320 | | Maintenanc Maint Con | 650 | 650 | 190.00 | 0.00 | 0.00 | 460.00 | 29.20 |
| 43200 | 10000930 | 5110 | | Maintenanc Electric | 5,410 | 5,410 | 1,601.14 | 872.34 | 0.00 | 3,808.86 | 29.60 |
| 43200 | 10000930 | 5120 | | Maintenanc Heating | 6,000 | 6,000 | 264.25 | 31.67 | 0.00 | 5,735.75 | 4.40 |
| 43200 | 10000930 | 5130 | | Maintenanc Wat & Sew | 500 | 500 | 0.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 43200 | 10000930 | 6000 | | Maintenanc Mat&Sup | 1,000 | 1,000 | 0.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| | 10000930 Total | | | Maintenance - 225 Ramsburg Ln | 18,560 | 18,560 | 3,164.39 | 904.01 | 0.00 | 15,395.61 | 17.05 |
| 43200 | 10000940 | 3000 | | Maintenanc CS | 1,400 | 1,400 | 0.00 | 0.00 | 0.00 | 1,400.00 | 0.00 |
| 43200 | 10000940 | 3320 | | Maintenanc Maint Con | 500 | 500 | 190.00 | 0.00 | 0.00 | 310.00 | 38.00 |
| 43200 | 10000940 | 5110 | | Maintenanc Electric | 1,446 | 1,446 | 390.78 | 211.53 | 0.00 | 1,055.22 | 27.00 |
| 43200 | 10000940 | 5120 | | Maintenanc Heating | 2,500 | 2,500 | 0.00 | 0.00 | 0.00 | 2,500.00 | 0.00 |
| 43200 | 10000940 | 6000 | | Maintenanc Mat&Sup | 750 | 750 | 23.65 | 23.65 | 0.00 | 726.35 | 3.20 |
| | 10000940 Total | | | Maintenance - 524 Westwood Road | 6,596 | 6,596 | 604.43 | 235.18 | 0.00 | 5,991.57 | 9.16 |
| 43200 | 10000950 | 3000 | | Maintenanc CS | 12,500 | 12,500 | 1,821.26 | 1,821.26 | 2,276.00 | 8,402.74 | 32.80 |
| 43200 | 10000950 | 3320 | | Maintenanc Maint Con | 3,000 | 3,000 | 190.00 | 0.00 | 0.00 | 2,810.00 | 6.30 |
| 43200 | 10000950 | 3340 | | Custodial Service Contracts | 3,500 | 3,500 | 127.60 | 127.60 | 0.00 | 3,372.40 | 3.60 |
| 43200 | 10000950 | 5110 | | Maintenanc Electric | 25,247 | 25,247 | 7,615.80 | 4,076.20 | 0.00 | 17,631.20 | 30.20 |
| 43200 | 10000950 | 5120 | | Maintenanc Heating | 4,500 | 4,500 | 224.43 | 81.92 | 0.00 | 4,275.57 | 5.00 |
| 43200 | 10000950 | 5130 | | Maintenanc Wat & Sew | 1,800 | 1,800 | 340.00 | 0.00 | 0.00 | 1,460.00 | 18.90 |
| 43200 | 10000950 | 6000 | | Maintenanc Mat&Sup | 5,000 | 5,000 | 655.78 | 489.78 | 0.00 | 4,344.22 | 13.10 |
| | 10000950 Total | | | Maintenance - 225 Al Smith Cir Rec Ctr | 55,547 | 55,547 | 10,974.87 | 6,596.76 | 2,276.00 | 42,296.13 | 23.86 |
| 43200 | 10000960 | 3000 | | Maintenanc CS | 16,000 | 16,000 | 260.00 | 130.00 | 0.00 | 15,740.00 | 1.60 |
| 43200 | 10000960 | 5110 | | Maintenanc Electric | 3,350 | 3,350 | 372.33 | 199.89 | 0.00 | 2,977.67 | 11.10 |
| 43200 | 10000960 | 5130 | | Maintenanc Wat & Sew | 2,700 | 2,700 | 366.00 | 0.00 | 0.00 | 2,334.00 | 13.60 |
| 43200 | 10000960 | 6000 | | Maintenanc Mat&Sup | 5,000 | 5,000 | 221.69 | 16.10 | 0.00 | 4,778.31 | 4.40 |
| | 10000960 Total | | | Maintenance - 225 Al Smith Cir Ofc/Grounds | 27,050 | 27,050 | 1,220.02 | 345.99 | 0.00 | 25,829.98 | 4.51 |
| 43200 | 10000970 | 3000 | | Maintenanc CS | 9,500 | 9,500 | 0.00 | 0.00 | 0.00 | 9,500.00 | 0.00 |
| 43200 | 10000970 | 5110 | | Maintenanc Electric | 5,066 | 5,066 | 3,068.72 | 1,559.34 | 0.00 | 1,997.28 | 60.60 |
| 43200 | 10000970 | 5130 | | Maintenanc Wat & Sew | 20,000 | 20,000 | 4,622.80 | 0.00 | 0.00 | 15,377.20 | 23.10 |
| 43200 | 10000970 | 6000 | | Maintenanc Mat&Sup | 5,000 | 5,000 | 104.95 | 0.00 | 0.00 | 4,895.05 | 2.10 |
| | 10000970 Total | | | Maintenance - 225 Al Smith Cir Pool | 39,566 | 39,566 | 7,796.47 | 1,559.34 | 0.00 | 31,769.53 | 19.70 |

**Clarke County
YTD Budget Report
September 30, 2016**

| FUNCTION | ORG | OBJ | PROJ | ACCOUNT DESCRIPTION | ORIGINAL APPROP | REVISED BUDGET | YTD EXPENDED | MTD EXPENDED | ENC/REQ | AVAILABLE BUDGET | % USED |
|--------------------|--|------|------|--|-----------------|----------------|-------------------|------------------|-------------------|-------------------|---------------|
| 43200 | 10000980 | 3000 | | Maintenanc CS | 750 | 750 | 0.00 | 0.00 | 0.00 | 750.00 | 0.00 |
| 43200 | 10000980 | 5110 | | Maintenanc Electric | 1,040 | 1,040 | 256.13 | 137.27 | 0.00 | 783.87 | 24.60 |
| 43200 | 10000980 | 6000 | | Maintenanc Mat&Sup | 7,500 | 7,500 | 937.69 | 0.00 | 0.00 | 6,562.31 | 12.50 |
| | 10000980 Total | | | Maintenance - 225 Al Smith Cir Baseball | 9,290 | 9,290 | 1,193.82 | 137.27 | 0.00 | 8,096.18 | 12.85 |
| 43200 | 10000990 | 3000 | | Maintenanc CS | 1,300 | 1,300 | 700.00 | 0.00 | 0.00 | 600.00 | 53.80 |
| 43200 | 10000990 | 5110 | | Maintenanc Electric | 500 | 500 | 62.34 | 31.40 | 0.00 | 437.66 | 12.50 |
| 43200 | 10000990 | 6000 | | Maintenanc Mat&Sup | 8,500 | 8,500 | 1,667.89 | 1,275.30 | 0.00 | 6,832.11 | 19.60 |
| | 10000990 Total | | | Maintenance - 225 Al Smith Cir Soccer | 10,300 | 10,300 | 2,430.23 | 1,306.70 | 0.00 | 7,869.77 | 23.59 |
| 43200 | 10000995 | 3320 | | Maintenance Service Contracts | 250 | 250 | 142.50 | 0.00 | 0.00 | 107.50 | 57.00 |
| 43200 | 10000995 | 6000 | | Materials and Supplies | 1,000 | 1,000 | 0.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| | 10000995 Total | | | Maintenance - 106 N Church St Old Comm At | 1,250 | 1,250 | 142.50 | 0.00 | 0.00 | 1,107.50 | 11.40 |
| 43200 | 10001000 | 3000 | | Maintenanc CS | 750 | 750 | 0.00 | 0.00 | 0.00 | 750.00 | 0.00 |
| 43200 | 10001000 | 6000 | | Maintenanc Mat&Sup | 500 | 500 | 0.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| | 10001000 Total | | | Maintenance - 32 E Main St | 1,250 | 1,250 | 0.00 | 0.00 | 0.00 | 1,250.00 | 0.00 |
| 43200 | 10001010 | 3000 | | Maintenanc CS | 5,000 | 5,000 | 0.00 | 0.00 | 0.00 | 5,000.00 | 0.00 |
| 43200 | 10001010 | 6000 | | Maintenanc Mat&Sup | 500 | 500 | 0.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| | 10001010 Total | | | Maintenance - 36 E Main St | 5,500 | 5,500 | 0.00 | 0.00 | 0.00 | 5,500.00 | 0.00 |
| 43200 | 10001020 | 3000 | | Maintenanc CS | 5,500 | 5,500 | 882.92 | 252.00 | 0.00 | 4,617.08 | 16.10 |
| 43200 | 10001020 | 3320 | | Maintenanc Maint Con | 1,900 | 1,900 | 1,634.30 | 0.00 | 0.00 | 265.70 | 86.00 |
| 43200 | 10001020 | 3340 | | Custodial Service Contracts | 0 | 0 | 881.34 | 293.78 | 0.00 | -881.34 | 100.00 |
| 43200 | 10001020 | 5110 | | Maintenanc Electric | 10,060 | 10,060 | 892.20 | 892.20 | 0.00 | 9,167.80 | 8.90 |
| 43200 | 10001020 | 5130 | | Maintenanc Wat & Sew | 1,100 | 1,100 | 152.40 | 0.00 | 0.00 | 947.60 | 13.90 |
| 43200 | 10001020 | 6000 | | Maintenanc Mat&Sup | 1,000 | 1,000 | 0.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| | 10001020 Total | | | Maintenance - 311 E Main St | 19,560 | 19,560 | 4,443.16 | 1,437.98 | 0.00 | 15,116.84 | 22.72 |
| 43200 | 10001410 | 3000 | | Maintenanc CS | 2,500 | 2,500 | 0.00 | 0.00 | 0.00 | 2,500.00 | 0.00 |
| 43200 | 10001410 | 3320 | | Maintenanc Maint Con | 750 | 750 | 95.00 | 0.00 | 0.00 | 655.00 | 12.70 |
| 43200 | 10001410 | 5110 | | Maintenanc Electric | 3,000 | 3,000 | 534.65 | 288.75 | 0.00 | 2,465.35 | 17.80 |
| 43200 | 10001410 | 5120 | | Maintenanc Heating | 2,200 | 2,200 | 0.00 | 0.00 | 0.00 | 2,200.00 | 0.00 |
| 43200 | 10001410 | 5130 | | Maintenanc Wat & Sew | 250 | 250 | 51.00 | 0.00 | 0.00 | 199.00 | 20.40 |
| 43200 | 10001410 | 6000 | | Maintenanc Mat&Sup | 1,500 | 1,500 | 0.00 | 0.00 | 0.00 | 1,500.00 | 0.00 |
| | 10001410 Total | | | Maintenance - 129 Ramsburg Ln | 10,200 | 10,200 | 680.65 | 288.75 | 0.00 | 9,519.35 | 6.67 |
| 43200 Total | General Property Maintenance - All Accounts | | | | 873,187 | 873,187 | 221,212.45 | 89,517.43 | 162,346.58 | 489,627.97 | 43.93 |
| 51100 | 10000385 | 5600 | | Local Health Dept Contribution | 220,000 | 220,000 | 0.00 | 0.00 | 0.00 | 220,000.00 | 0.00 |
| 51100 Total | Local Health Department | | | | 220,000 | 220,000 | 0.00 | 0.00 | 0.00 | 220,000.00 | 0.00 |
| 51200 | 10000390 | 5600 | | Our Health Entity Gift | 5,000 | 5,000 | 5,000.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 51200 Total | Our Health | | | | 5,000 | 5,000 | 5,000.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 52400 | 10000395 | 5600 | | N Shen Vally Sub Abuse Coal Co | 15,000 | 15,000 | 15,000.00 | 15,000.00 | 0.00 | 0.00 | 100.00 |
| 52400 Total | N Shen Valley Subst Abuse Coal | | | | 15,000 | 15,000 | 15,000.00 | 15,000.00 | 0.00 | 0.00 | 100.00 |
| 52500 | 10000400 | 5600 | | NW Community Svc Entity Gift | 88,000 | 88,000 | 0.00 | 0.00 | 0.00 | 88,000.00 | 0.00 |
| 52500 Total | Northwestern Community Svcs | | | | 88,000 | 88,000 | 0.00 | 0.00 | 0.00 | 88,000.00 | 0.00 |
| 52800 | 10000410 | 5600 | | Concern Hotline Entity Gift | 750 | 750 | 750.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 52800 Total | Concern Hotline | | | | 750 | 750 | 750.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 52900 | 10000420 | 5600 | | NW Works Entity Gift | 1,000 | 1,000 | 0.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| 52900 Total | NW Works | | | | 1,000 | 1,000 | 0.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| 53230 | 10000430 | 5600 | | SAAA EntityGift | 40,000 | 40,000 | 10,000.00 | 0.00 | 0.00 | 30,000.00 | 25.00 |
| 53230 Total | Shenandoah Area Agency on Aging | | | | 40,000 | 40,000 | 10,000.00 | 0.00 | 0.00 | 30,000.00 | 25.00 |
| 53240 | 10000440 | 5600 | | Virginia Regional Transit Cont | 19,302 | 19,302 | 0.00 | 0.00 | 0.00 | 19,302.00 | 0.00 |
| 53240 Total | VA Regional Transp Assn | | | | 19,302 | 19,302 | 0.00 | 0.00 | 0.00 | 19,302.00 | 0.00 |
| 53250 | 10000445 | 5600 | | FISH of Clarke County Contr | 1,000 | 1,000 | 1,000.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 53250 Total | FISH of Clarke County | | | | 1,000 | 1,000 | 1,000.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 53600 | 10000450 | 5600 | | Access Independence Contr | 750 | 750 | 0.00 | 0.00 | 0.00 | 750.00 | 0.00 |
| 53600 Total | Access Independence | | | | 750 | 750 | 0.00 | 0.00 | 0.00 | 750.00 | 0.00 |
| 53700 | 10000460 | 5600 | | Laurel Center Contribution | 2,000 | 2,000 | 0.00 | 0.00 | 0.00 | 2,000.00 | 0.00 |
| 53700 Total | The Laurel Ctr (Women's Shltr) | | | | 2,000 | 2,000 | 0.00 | 0.00 | 0.00 | 2,000.00 | 0.00 |
| 69100 | 10000470 | 5600 | | Lord FairfaxComm College Cont | 16,441 | 16,441 | 4,110.25 | 0.00 | 0.00 | 12,330.75 | 25.00 |
| 69100 Total | Lord Fairfax Community College | | | | 16,441 | 16,441 | 4,110.25 | 0.00 | 0.00 | 12,330.75 | 25.00 |
| 71100 | 10000480 | 1100 | | Parks Adm Salaries | 258,547 | 258,547 | 63,785.61 | 21,261.87 | 191,356.83 | 3,404.56 | 98.70 |
| 71100 | 10000480 | 1300 | | Parks Adm PT Sal | 16,020 | 16,020 | 5,607.72 | 1,968.75 | 0.00 | 10,412.28 | 35.00 |
| 71100 | 10000480 | 2100 | | Parks Adm FICA | 20,848 | 20,848 | 4,911.40 | 1,644.75 | 13,926.25 | 2,010.35 | 90.40 |
| 71100 | 10000480 | 2210 | | Parks Adm VRS 1&2 | 23,824 | 23,824 | 5,415.39 | 1,805.13 | 16,255.05 | 2,153.56 | 91.00 |
| 71100 | 10000480 | 2300 | | Parks Adm Health Ins | 46,519 | 46,519 | 9,866.01 | 3,288.67 | 29,612.61 | 7,040.38 | 84.90 |
| 71100 | 10000480 | 2400 | | Parks Adm Life Ins | 3,676 | 3,676 | 835.59 | 278.53 | 2,508.16 | 332.25 | 91.00 |
| 71100 | 10000480 | 2700 | | Parks Adm WC | 13,110 | 13,110 | 10,930.95 | 0.00 | 0.00 | 2,179.05 | 83.40 |
| 71100 | 10000480 | 3180 | | Parks Adm CredCrd Fe | 3,500 | 3,500 | 0.00 | 0.00 | 0.00 | 3,500.00 | 0.00 |
| 71100 | 10000480 | 3320 | | Parks Adm Maint Con | 6,241 | 6,241 | 455.34 | 201.54 | 2,044.66 | 3,741.00 | 40.10 |
| 71100 | 10000480 | 3500 | | Parks Adm Printing | 200 | 200 | 0.00 | 0.00 | 0.00 | 200.00 | 0.00 |
| 71100 | 10000480 | 3600 | | Parks Adm Advertise | 1,148 | 1,148 | 0.00 | 0.00 | 0.00 | 1,148.00 | 0.00 |
| 71100 | 10000480 | 5210 | | Parks Adm Postal | 1,999 | 1,999 | 215.00 | 0.00 | 0.00 | 1,784.00 | 10.80 |
| 71100 | 10000480 | 5230 | | Parks Adm Telephone | 1,000 | 1,000 | 186.78 | 0.00 | 0.00 | 813.22 | 18.70 |
| 71100 | 10000480 | 5400 | | Parks Adm Lease&Rent | 530 | 530 | 0.00 | 0.00 | 0.00 | 530.00 | 0.00 |
| 71100 | 10000480 | 5500 | | Parks Adm Travel | 1,500 | 1,500 | 0.00 | 0.00 | 0.00 | 1,500.00 | 0.00 |
| 71100 | 10000480 | 5810 | | Parks Adm Due & Memb | 2,260 | 2,260 | 295.00 | 215.00 | 0.00 | 1,965.00 | 13.10 |

**Clarke County
YTD Budget Report
September 30, 2016**

| FUNCTION | ORG | OBJ | PROJ | ACCOUNT DESCRIPTION | ORIGINAL APPROP | REVISED BUDGET | YTD EXPENDED | MTD EXPENDED | ENC/REQ | AVAILABLE BUDGET | % USED |
|--------------------|-----------------------------------|------|------|--------------------------------|-----------------|----------------|-------------------|------------------|-------------------|-------------------|---------------|
| 71100 | 10000480 | 6000 | | Parks Adm Mat&Sup | 5,156 | 5,156 | 447.72 | 76.27 | 0.00 | 4,708.28 | 8.70 |
| 71100 | 10000480 | 6008 | | Parks Adm Veh Fuel | 700 | 700 | 109.76 | 36.73 | 0.00 | 590.24 | 15.70 |
| 71100 | 10000480 | 6011 | | Parks Adm Clothing | 1,100 | 1,100 | 60.50 | 0.00 | 0.00 | 1,039.50 | 5.50 |
| 71100 Total | Parks Administration | | | | 407,878 | 407,878 | 103,122.77 | 30,777.24 | 255,703.56 | 49,051.67 | 87.97 |
| 71310 | 10000490 | 1100 | | Rec Center Salaries | 45,779 | 45,779 | 11,872.80 | 3,957.60 | 35,618.40 | -1,712.20 | 103.70 |
| 71310 | 10000490 | 1300 | | Rec Center PT Sal | 30,179 | 30,179 | 4,615.73 | 1,421.07 | 0.00 | 25,563.27 | 15.30 |
| 71310 | 10000490 | 2100 | | Rec Center FICA | 5,068 | 5,068 | 1,250.39 | 407.80 | 2,689.03 | 1,128.58 | 77.70 |
| 71310 | 10000490 | 2210 | | Rec Center VRS 1&2 | 3,887 | 3,887 | 1,008.00 | 336.00 | 3,024.73 | -145.73 | 103.70 |
| 71310 | 10000490 | 2300 | | Rec Center Health Ins | 7,056 | 7,056 | 1,764.09 | 588.03 | 5,293.51 | -1.60 | 100.00 |
| 71310 | 10000490 | 2400 | | Rec Center Life Ins | 600 | 600 | 155.52 | 51.84 | 466.71 | -22.23 | 103.70 |
| 71310 | 10000490 | 2700 | | Rec Center WC | 1,254 | 1,254 | 1,195.51 | 0.00 | 0.00 | 58.49 | 95.30 |
| 71310 | 10000490 | 3600 | | Rec Center Advertise | 200 | 200 | 0.00 | 0.00 | 0.00 | 200.00 | 0.00 |
| 71310 | 10000490 | 5830 | | Rec Center Refunds | 450 | 450 | 84.00 | 0.00 | 0.00 | 366.00 | 18.70 |
| 71310 | 10000490 | 6000 | | Rec Center Mat&Sup | 8,670 | 8,670 | 705.53 | 0.00 | 0.00 | 7,964.47 | 8.10 |
| 71310 | 10000490 | 6012 | | Rec Center Resale Sup | 3,000 | 3,000 | 35.72 | 0.00 | 0.00 | 2,964.28 | 1.20 |
| 71310 Total | Recreation Center | | | | 106,143 | 106,143 | 22,687.29 | 6,762.34 | 47,092.38 | 36,363.33 | 65.74 |
| 71320 | 10000500 | 1300 | | Pool PT Sal | 60,251 | 60,251 | 37,147.09 | 3,623.10 | 0.00 | 23,103.91 | 61.70 |
| 71320 | 10000500 | 2100 | | Pool FICA | 4,751 | 4,751 | 2,929.85 | 265.88 | 0.00 | 1,821.15 | 61.70 |
| 71320 | 10000500 | 2300 | | Pool Health Ins | 0 | 0 | 700.82 | 700.82 | 0.00 | -700.82 | 100.00 |
| 71320 | 10000500 | 3000 | | Pool CS | 1,500 | 1,500 | 1,009.00 | 89.00 | 0.00 | 491.00 | 67.30 |
| 71320 | 10000500 | 5500 | | Pool Travel | 350 | 350 | 0.00 | 0.00 | 0.00 | 350.00 | 0.00 |
| 71320 | 10000500 | 5810 | | Pool Due & Memb | 1,000 | 1,000 | 0.00 | 0.00 | 1,100.00 | -100.00 | 110.00 |
| 71320 | 10000500 | 5830 | | Pool Refunds | 300 | 300 | 496.00 | 3.00 | 0.00 | -196.00 | 165.30 |
| 71320 | 10000500 | 6000 | | Pool Mat&Sup | 3,400 | 3,400 | 871.01 | 75.08 | 0.00 | 2,528.99 | 25.60 |
| 71320 | 10000500 | 6011 | | Pool Clothing | 1,204 | 1,204 | 17.00 | 0.00 | 0.00 | 1,187.00 | 1.40 |
| 71320 | 10000500 | 6012 | | Pool Resale Sup | 1,000 | 1,000 | 9.68 | 0.00 | 0.00 | 990.32 | 1.00 |
| 71320 | 10000500 | 6026 | | Pool Chemicals | 10,000 | 10,000 | 3,379.22 | 0.00 | 0.00 | 6,620.78 | 33.80 |
| 71320 Total | Swimming Pool | | | | 83,756 | 83,756 | 46,559.67 | 4,756.88 | 1,100.00 | 36,096.33 | 56.90 |
| 71350 | 10000510 | 1100 | | Programs Salaries | 53,868 | 53,868 | 9,117.93 | 3,039.31 | 27,353.79 | 17,396.28 | 67.70 |
| 71350 | 10000510 | 1300 | | Programs PT Sal | 84,100 | 84,100 | 33,010.05 | 2,432.37 | 0.00 | 51,089.95 | 39.30 |
| 71350 | 10000510 | 2100 | | Programs FICA | 8,924 | 8,924 | 3,175.18 | 402.71 | 2,124.68 | 3,624.14 | 59.40 |
| 71350 | 10000510 | 2210 | | Programs VRS 1&2 | 2,977 | 2,977 | 774.12 | 258.04 | 2,322.71 | -119.83 | 104.00 |
| 71350 | 10000510 | 2300 | | Programs Health Ins | 7,056 | 7,056 | 1,764.09 | 588.03 | 5,293.13 | -1.22 | 100.00 |
| 71350 | 10000510 | 2400 | | Programs Life Ins | 459 | 459 | 119.43 | 39.81 | 358.40 | -18.83 | 104.10 |
| 71350 | 10000510 | 2700 | | Programs WC | 1,026 | 1,026 | 915.25 | 0.00 | 0.00 | 110.75 | 89.20 |
| 71350 | 10000510 | 3000 | | Programs CS | 54,000 | 54,000 | 9,051.52 | 796.25 | 44,567.08 | 381.40 | 99.30 |
| 71350 | 10000510 | 3500 | | Programs Printing | 7,000 | 7,000 | 1,207.00 | 0.00 | 1,207.00 | 4,586.00 | 34.50 |
| 71350 | 10000510 | 3600 | | Programs Advertise | 3,000 | 3,000 | 0.00 | 0.00 | 0.00 | 3,000.00 | 0.00 |
| 71350 | 10000510 | 5210 | | Programs Postal | 100 | 100 | 15.00 | 0.00 | 0.00 | 85.00 | 15.00 |
| 71350 | 10000510 | 5400 | | Programs Lease&Rent | 300 | 300 | 65.00 | 65.00 | 0.00 | 235.00 | 21.70 |
| 71350 | 10000510 | 5500 | | Programs Travel | 500 | 500 | 0.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 71350 | 10000510 | 5560 | | Programs Group Trip | 3,500 | 3,500 | 1,985.30 | 570.00 | 0.00 | 1,514.70 | 56.70 |
| 71350 | 10000510 | 5810 | | Programs Due & Memb | 1,000 | 1,000 | 173.48 | 103.48 | 0.00 | 826.52 | 17.30 |
| 71350 | 10000510 | 5830 | | Programs Refunds | 3,500 | 3,500 | 1,466.00 | 55.00 | 0.00 | 2,034.00 | 41.90 |
| 71350 | 10000510 | 6000 | | Programs Mat&Sup | 12,500 | 12,500 | 2,041.30 | 460.70 | 0.00 | 10,458.70 | 16.30 |
| 71350 | 10000510 | 6011 | | Programs Clothing | 1,500 | 1,500 | 330.05 | 20.85 | 0.00 | 1,169.95 | 22.00 |
| 71350 | 10000510 | 6012 | | Programs Resale Sup | 7,000 | 7,000 | 1,181.00 | 472.00 | 2,573.00 | 3,246.00 | 53.60 |
| 71350 Total | Parks Programs | | | | 252,310 | 252,310 | 66,391.70 | 9,303.55 | 85,799.79 | 100,118.51 | 60.32 |
| 71360 | 10000520 | 1300 | | Concession PT Sal | 4,125 | 4,125 | 3,493.42 | 989.63 | 0.00 | 631.58 | 84.70 |
| 71360 | 10000520 | 2100 | | Concession FICA | 376 | 376 | 267.26 | 75.71 | 0.00 | 108.74 | 71.10 |
| 71360 | 10000520 | 6000 | | Concession Mat&Sup | 100 | 100 | 32.98 | 0.00 | 0.00 | 67.02 | 33.00 |
| 71360 | 10000520 | 6012 | | Concession Resale Sup | 10,700 | 10,700 | 4,381.16 | 0.00 | 0.00 | 6,318.84 | 40.90 |
| 71360 Total | Concession Stand | | | | 15,301 | 15,301 | 8,174.82 | 1,065.34 | 0.00 | 7,126.18 | 53.43 |
| 72240 | 10000527 | 5600 | | Barns of Rose Hill Contr | 5,000 | 5,000 | 5,000.00 | 5,000.00 | 0.00 | 0.00 | 100.00 |
| 72240 Total | Barns of Rose Hill | | | | 5,000 | 5,000 | 5,000.00 | 5,000.00 | 0.00 | 0.00 | 100.00 |
| 72700 | 10000530 | 5600 | | VA Comm for Arts Contr | 10,000 | 10,000 | 10,000.00 | 10,000.00 | 0.00 | 0.00 | 100.00 |
| 72700 Total | VA Commission for the Arts | | | | 10,000 | 10,000 | 10,000.00 | 10,000.00 | 0.00 | 0.00 | 100.00 |
| 73200 | 10000540 | 5600 | | Handley Regional Library Contr | 206,513 | 206,513 | 51,628.25 | 0.00 | 0.00 | 154,884.75 | 25.00 |
| 73200 Total | Handley Regional Library | | | | 206,513 | 206,513 | 51,628.25 | 0.00 | 0.00 | 154,884.75 | 25.00 |
| 81110 | 10000550 | 1100 | | Plan Adm Salaries | 297,536 | 297,536 | 68,662.83 | 22,887.61 | 205,988.49 | 22,884.68 | 92.30 |
| 81110 | 10000550 | 2100 | | Plan Adm FICA | 22,528 | 22,528 | 5,213.94 | 1,737.98 | 15,709.27 | 1,604.79 | 92.90 |
| 81110 | 10000550 | 2210 | | Plan Adm VRS 1&2 | 23,293 | 23,318 | 5,829.48 | 1,943.16 | 17,502.75 | -14.23 | 100.10 |
| 81110 | 10000550 | 2220 | | VRS Benefits - Hybrid Plan | 1,968 | 1,943 | 0.00 | 0.00 | 0.00 | 1,943.00 | 0.00 |
| 81110 | 10000550 | 2300 | | Plan Adm Health Ins | 25,212 | 25,212 | 5,292.27 | 1,764.09 | 15,894.39 | 4,025.34 | 84.00 |
| 81110 | 10000550 | 2400 | | Plan Adm Life Ins | 3,898 | 3,898 | 899.49 | 299.83 | 2,700.65 | 297.86 | 92.40 |
| 81110 | 10000550 | 2510 | | Disability Ins - Hybrid Plan | 137 | 137 | 0.00 | 0.00 | 0.00 | 137.00 | 0.00 |
| 81110 | 10000550 | 2700 | | Plan Adm WC | 6,840 | 6,840 | 6,898.71 | 0.00 | 0.00 | -58.71 | 100.90 |
| 81110 | 10000550 | 3000 | | Plan Adm CS | 10,000 | 10,000 | 2,062.50 | 907.50 | 0.00 | 7,937.50 | 20.60 |
| 81110 | 10000550 | 3140 | | Plan Adm Eng & Arch | 10,000 | 10,000 | 600.00 | 0.00 | 0.00 | 9,400.00 | 6.00 |
| 81110 | 10000550 | 3320 | | Plan Adm Maint Con | 300 | 300 | 198.94 | 198.94 | 711.39 | -610.33 | 303.40 |
| 81110 | 10000550 | 3500 | | Plan Adm Printing | 1,500 | 1,500 | 0.00 | 0.00 | 0.00 | 1,500.00 | 0.00 |
| 81110 | 10000550 | 3600 | | Plan Adm Advertise | 3,000 | 3,000 | 457.60 | 457.60 | 0.00 | 2,542.40 | 15.30 |

**Clarke County
YTD Budget Report
September 30, 2016**

| FUNCTION | ORG | OBJ | PROJ | ACCOUNT DESCRIPTION | ORIGINAL APPROP | REVISED BUDGET | YTD EXPENDED | MTD EXPENDED | ENC/REQ | AVAILABLE BUDGET | % USED |
|--------------------|---------------------------------------|------|-------|-----------------------------|-----------------|----------------|------------------|------------------|-------------------|------------------|---------------|
| 81110 | 10000550 | 5210 | | Plan Adm Postal | 1,000 | 1,000 | 13.86 | 0.00 | 0.00 | 986.14 | 1.40 |
| 81110 | 10000550 | 5230 | | Plan Adm Telephone | 400 | 400 | 65.57 | 0.00 | 0.00 | 334.43 | 16.40 |
| 81110 | 10000550 | 5500 | | Plan Adm Travel | 1,000 | 1,000 | 95.00 | 95.00 | 0.00 | 905.00 | 9.50 |
| 81110 | 10000550 | 5510 | | Plan Adm Mileage | 1,000 | 1,000 | 356.78 | 141.48 | 0.00 | 643.22 | 35.70 |
| 81110 | 10000550 | 5810 | | Plan Adm Due & Memb | 300 | 300 | 0.00 | 0.00 | 0.00 | 300.00 | 0.00 |
| 81110 | 10000550 | 6000 | | Plan Adm Mat&Sup | 2,500 | 2,500 | 506.45 | 75.38 | 0.00 | 1,993.55 | 20.30 |
| 81110 | 10000550 | 6000 | RBP15 | Plan Adm Mat&Sup | 200 | 200 | 0.00 | 0.00 | 0.00 | 200.00 | 0.00 |
| 81110 | 10001200 | 3140 | PTPLN | Pass Through Engineer Fees | 0 | 0 | 0.00 | 0.00 | 14,200.00 | -14,200.00 | 100.00 |
| 81110 Total | Planning Administration | | | | 412,612 | 412,612 | 97,153.42 | 30,508.57 | 272,706.94 | 42,751.64 | 89.64 |
| 81120 | 10000560 | 1300 | | Plan Com PT Sal | 500 | 500 | 150.00 | 100.00 | 0.00 | 350.00 | 30.00 |
| 81120 | 10000560 | 2100 | | Plan Com FICA | 39 | 39 | 9.53 | 6.43 | 0.00 | 29.47 | 24.40 |
| 81120 | 10000560 | 2300 | | Plan Com Health Ins | 0 | 0 | 287.84 | 180.93 | 0.00 | -287.84 | 100.00 |
| 81120 | 10000560 | 2700 | | Plan Com WC | 0 | 0 | 0.49 | 0.00 | 0.00 | -0.49 | 100.00 |
| 81120 | 10000560 | 3160 | | Plan Com Board Fe | 8,000 | 8,000 | 1,100.00 | 750.00 | 0.00 | 6,900.00 | 13.80 |
| 81120 | 10000560 | 3600 | | Plan Com Advertise | 1,000 | 1,000 | 0.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| 81120 | 10000560 | 5210 | | Plan Com Postal | 100 | 100 | 0.00 | 0.00 | 0.00 | 100.00 | 0.00 |
| 81120 Total | Planning Commission | | | | 9,639 | 9,639 | 1,547.86 | 1,037.36 | 0.00 | 8,091.14 | 16.06 |
| 81130 | 10000570 | 3000 | | BryDevAuth CS | 1,000 | 1,000 | 0.00 | 0.00 | 0.00 | 1,000.00 | 0.00 |
| 81130 | 10000570 | 3160 | | BryDevAuth Board Fe | 500 | 500 | 0.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 81130 | 10000570 | 3600 | | BryDevAuth Advertise | 500 | 500 | 0.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 81130 Total | Berryville Dev Authority | | | | 2,000 | 2,000 | 0.00 | 0.00 | 0.00 | 2,000.00 | 0.00 |
| 81140 | 10000580 | 5600 | | Regional Airport Auth Contr | 2,500 | 2,500 | 1,250.00 | 625.00 | 0.00 | 1,250.00 | 50.00 |
| 81140 Total | Regional Airport Authority | | | | 2,500 | 2,500 | 1,250.00 | 625.00 | 0.00 | 1,250.00 | 50.00 |
| 81310 | 10000590 | 5600 | | Help with Housing Contrib | 5,400 | 5,400 | 0.00 | 0.00 | 0.00 | 5,400.00 | 0.00 |
| 81310 Total | Help With Housing | | | | 5,400 | 5,400 | 0.00 | 0.00 | 0.00 | 5,400.00 | 0.00 |
| 81400 | 10000600 | 1300 | | BrdZonApp PT Sal | 250 | 250 | 0.00 | 0.00 | 0.00 | 250.00 | 0.00 |
| 81400 | 10000600 | 2100 | | BrdZonApp FICA | 20 | 20 | 0.00 | 0.00 | 0.00 | 20.00 | 0.00 |
| 81400 | 10000600 | 3000 | | BrdZonApp CS | 2,000 | 2,000 | 0.00 | 0.00 | 0.00 | 2,000.00 | 0.00 |
| 81400 | 10000600 | 3160 | | BrdZonApp Board Fe | 500 | 500 | 0.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 81400 | 10000600 | 3600 | | BrdZonApp Advertise | 500 | 500 | 0.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 81400 Total | Board of Zoning Appeals | | | | 3,270 | 3,270 | 0.00 | 0.00 | 0.00 | 3,270.00 | 0.00 |
| 81510 | 10000610 | 1300 | | Econ Dev PT Sal | 11,354 | 11,354 | 0.00 | 0.00 | 0.00 | 11,354.00 | 0.00 |
| 81510 | 10000610 | 2100 | | Econ Dev FICA | 871 | 871 | 0.00 | 0.00 | 0.00 | 871.00 | 0.00 |
| 81510 | 10000610 | 3000 | | Econ Dev CS | 57,350 | 57,350 | 7,680.00 | 0.00 | 0.00 | 49,670.00 | 13.40 |
| 81510 | 10000610 | 3500 | | Econ Dev Printing | 2,500 | 2,500 | 0.00 | 0.00 | 0.00 | 2,500.00 | 0.00 |
| 81510 | 10000610 | 3600 | | Econ Dev Advertise | 1,700 | 1,700 | 0.00 | 0.00 | 0.00 | 1,700.00 | 0.00 |
| 81510 | 10000610 | 5230 | | Econ Dev Telephone | 0 | 0 | 88.18 | 43.11 | 463.04 | -551.22 | 100.00 |
| 81510 | 10000610 | 5500 | | Econ Dev Travel | 900 | 900 | 0.00 | 0.00 | 0.00 | 900.00 | 0.00 |
| 81510 | 10000610 | 5510 | | Econ Dev Mileage | 1,500 | 1,500 | 0.00 | 0.00 | 0.00 | 1,500.00 | 0.00 |
| 81510 | 10000610 | 5600 | | Ofc of Econ Dev Contrib | 750 | 750 | 0.00 | 0.00 | 0.00 | 750.00 | 0.00 |
| 81510 | 10000610 | 5800 | | Econ Dev Misc | 0 | 0 | 1,080.00 | 0.00 | 0.00 | -1,080.00 | 100.00 |
| 81510 | 10000610 | 5810 | | Econ Dev Due & Memb | 1,725 | 1,725 | 1,000.00 | 0.00 | 0.00 | 725.00 | 58.00 |
| 81510 | 10000610 | 6000 | | Econ Dev Mat&Sup | 1,350 | 1,350 | 0.00 | 0.00 | 0.00 | 1,350.00 | 0.00 |
| 81510 Total | Office of Economic Development | | | | 80,000 | 80,000 | 9,848.18 | 43.11 | 463.04 | 69,688.78 | 12.89 |
| 81530 | 10000620 | 5600 | | Small Bus Dev Ctr Contrib | 1,500 | 1,500 | 1,500.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 81530 Total | Small Business Dev Center | | | | 1,500 | 1,500 | 1,500.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 81540 | 10000630 | 5600 | | Blandy Exp Farm Contrib | 3,000 | 3,000 | 3,000.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 81540 Total | Blandy Experimental Farm | | | | 3,000 | 3,000 | 3,000.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 81800 | 10000640 | 3000 | | HstPrvCom CS | 6,000 | 6,000 | 1,210.00 | 385.00 | 5,175.00 | -385.00 | 106.40 |
| 81800 | 10000640 | 3160 | | HstPrvCom Board Fe | 1,000 | 1,000 | 150.00 | 150.00 | 0.00 | 850.00 | 15.00 |
| 81800 | 10000640 | 3600 | | HstPrvCom Advertise | 300 | 300 | 0.00 | 0.00 | 0.00 | 300.00 | 0.00 |
| 81800 | 10000640 | 5210 | | HstPrvCom Postal | 100 | 100 | 0.00 | 0.00 | 0.00 | 100.00 | 0.00 |
| 81800 | 10000640 | 5500 | | HstPrvCom Travel | 500 | 500 | 0.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 81800 | 10000640 | 6000 | | HstPrvCom Mat&Sup | 3,500 | 3,500 | 0.00 | 0.00 | 0.00 | 3,500.00 | 0.00 |
| 81800 Total | Historic Preservation Comm | | | | 11,400 | 11,400 | 1,360.00 | 535.00 | 5,175.00 | 4,865.00 | 57.32 |
| 81910 | 10000650 | 5600 | | NSVRC EntityGift | 7,384 | 7,384 | 7,383.44 | 1,445.40 | 0.00 | 0.56 | 100.00 |
| 81910 Total | Northern Shen Valley Reg Comm | | | | 7,384 | 7,384 | 7,383.44 | 1,445.40 | 0.00 | 0.56 | 99.99 |
| 82210 | 10000660 | 3000 | | Water Qual CS | 30,000 | 30,000 | 0.00 | 0.00 | 22,500.00 | 7,500.00 | 75.00 |
| 82210 Total | Water Quality Management | | | | 30,000 | 30,000 | 0.00 | 0.00 | 22,500.00 | 7,500.00 | 75.00 |
| 82220 | 10000670 | 5600 | | Friends of Shenandoah Contr | 3,000 | 3,000 | 3,000.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 82220 Total | Friends of the Shenandoah | | | | 3,000 | 3,000 | 3,000.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 82230 | 10000680 | 1300 | | BrdSepApp PT Sal | 200 | 200 | 0.00 | 0.00 | 0.00 | 200.00 | 0.00 |
| 82230 | 10000680 | 2100 | | BrdSepApp FICA | 16 | 16 | 0.00 | 0.00 | 0.00 | 16.00 | 0.00 |
| 82230 | 10000680 | 3000 | | BrdSepApp CS | 0 | 0 | 340.48 | 0.00 | 0.00 | -340.48 | 100.00 |
| 82230 | 10000680 | 3160 | | BrdSepApp Board Fe | 200 | 200 | 0.00 | 0.00 | 0.00 | 200.00 | 0.00 |
| 82230 | 10000680 | 3600 | | BrdSepApp Advertise | 500 | 500 | 0.00 | 0.00 | 0.00 | 500.00 | 0.00 |
| 82230 | 10000680 | 5210 | | BrdSepApp Postal | 100 | 100 | 0.00 | 0.00 | 0.00 | 100.00 | 0.00 |
| 82230 Total | Board of Septic Appeals | | | | 1,016 | 1,016 | 340.48 | 0.00 | 0.00 | 675.52 | 33.51 |
| 82400 | 10000690 | 5600 | | Lord Fairfax S&W Contr | 5,000 | 5,000 | 5,000.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 82400 Total | LF Soil & Water Cons Dist | | | | 5,000 | 5,000 | 5,000.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 82600 | 10000700 | 1300 | | Biosolids PT Sal | 8,000 | 8,000 | 0.00 | 0.00 | 0.00 | 8,000.00 | 0.00 |
| 82600 | 10000700 | 2100 | | Biosolids FICA | 500 | 500 | 0.00 | 0.00 | 0.00 | 500.00 | 0.00 |

Clarke County
YTD Budget Report
September 30, 2016

| FUNCTION | ORG | OBJ | PROJ | ACCOUNT DESCRIPTION | ORIGINAL APPROP | REVISED BUDGET | YTD EXPENDED | MTD EXPENDED | ENC/REQ | AVAILABLE BUDGET | % USED |
|--------------------|--------------------------------------|------|------|-----------------------|-----------------|----------------|--------------|--------------|--------------|------------------|--------|
| 82600 | 10000700 | 2700 | | Biosolids WC | 228 | 228 | 0.00 | 0.00 | 0.00 | 228.00 | 0.00 |
| 82600 | 10000700 | 5510 | | Biosolids Mileage | 1,300 | 1,300 | 0.00 | 0.00 | 0.00 | 1,300.00 | 0.00 |
| 82600 Total | Bio-solids Application | | | | 10,028 | 10,028 | 0.00 | 0.00 | 0.00 | 10,028.00 | 0.00 |
| 83100 | 10000710 | 3320 | | Coop Ext Maint Con | 0 | 0 | 157.79 | 157.79 | 564.23 | -722.02 | 100.00 |
| 83100 | 10000710 | 3841 | | Coop Ext VPI Agent | 40,202 | 40,202 | 0.00 | 0.00 | 0.00 | 40,202.00 | 0.00 |
| 83100 | 10000710 | 5230 | | Coop Ext Telephone | 0 | 0 | 19.68 | 0.00 | 0.00 | -19.68 | 100.00 |
| 83100 | 10000710 | 6000 | | Coop Ext Mat&Sup | 2,000 | 2,000 | 69.34 | 0.00 | 0.00 | 1,930.66 | 3.50 |
| 83100 Total | Cooperative Extension Program | | | | 42,202 | 42,202 | 246.81 | 157.79 | 564.23 | 41,390.96 | 1.92 |
| 83400 | 10000720 | 5600 | | 4-H Center EntityGift | 2,300 | 2,300 | 2,300.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 83400 Total | 4-H Center | | | | 2,300 | 2,300 | 2,300.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| 91600 | 10000730 | 1000 | | Reserve Personal | 20,000 | 20,000 | 0.00 | 0.00 | 0.00 | 20,000.00 | 0.00 |
| 91600 | 10000730 | 3140 | | Reserve Eng & Arch | 15,000 | 15,000 | 0.00 | 0.00 | 0.00 | 15,000.00 | 0.00 |
| 91600 | 10000730 | 3150 | | Reserve Legal S | 20,000 | 20,000 | 0.00 | 0.00 | 0.00 | 20,000.00 | 0.00 |
| 91600 | 10000730 | 8000 | | Reserve CO | 15,000 | 15,000 | 0.00 | 0.00 | 0.00 | 15,000.00 | 0.00 |
| 91600 Total | Contingency Reserves | | | | 70,000 | 70,000 | 0.00 | 0.00 | 0.00 | 70,000.00 | 0.00 |
| Grand Total | | | | | 9,722,387 | 9,734,295 | 2,577,931.90 | 754,907.49 | 3,986,862.47 | 3,169,500.63 | 67.44 |

Clarke Co. **Reconciliation of Appropriations** Year Ending June 30, 2017

04-Oct-16

| 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 | Shen Farm Sanitary | Unemploy. Fund |
|--|-------------------|------------------|------------------|------------------|-------------------|----------------|------------------|------------------|----------------|------------------|----------------|------------------------|--------------------|----------------|
| 04/12/16 Appropriations Resolution: Total | 45,436,058 | 9,722,387 | 1,546,124 | 1,097,426 | 22,137,428 | 838,400 | 955,162 | 4,412,000 | 251,700 | 3,815,812 | 592,619 | 30,000 | 20,000 | 17,000 |
| <i>Adjustments:</i> | | | | | | | | | | | | | | |
| 7/19/2016 County Radio Maintenance | | 9,300 | | | | | | | | | | | | |
| 7/19/2016 Moore & Dorsey Conservation Easement | | | | | | | | | | | | 160,000 | | |
| 8/16/2016 Victim Witness Grant Carryover | | 1,304 | | | | | | | | | | | | |
| 10/18/2016 Handsome Brook Grant | | | | | | | 200,000 | | | | | | | |
| Revised Appropriation | 45,806,662 | 9,732,991 | 1,546,124 | 1,097,426 | 22,137,428 | 838,400 | 1,155,162 | 4,412,000 | 251,700 | 3,815,812 | 592,619 | 190,000 | 20,000 | 17,000 |
| Change to Appropriation | 370,604 | 10,604 | 0 | 0 | 0 | 0 | 200,000 | 0 | 0 | 0 | 0 | 160,000 | 0 | 0 |
| Original Revenue Estimate | 15,701,573 | 3,091,611 | 1,023,207 | 550,456 | 9,822,991 | 838,400 | 0 | 154,000 | 0 | 178,908 | 2,000 | 20,000 | 20,000 | 0 |
| <i>Adjustments:</i> | | | | | | | | | | | | | | |
| 7/19/2016 Moore & Dorsey Conservation Easement VDACS | | | | | | | | | | | | 80,000 | | |
| 7/19/2016 Moore & Dorsey Conservation Easement CE FB | | | | | | | | | | | | 80,000 | | |
| 8/16/2016 Victim Witness Grant Carryover | | 1,304 | | | | | | | | | | | | |
| 10/18/2016 Handsome Brook Grant | | | | | | | 200,000 | | | | | | | |
| Revised Revenue Estimate | 16,062,877 | 3,092,915 | 1,023,207 | 550,456 | 9,822,991 | 838,400 | 200,000 | 154,000 | 0 | 178,908 | 2,000 | 180,000 | 20,000 | 0 |
| Change to Revenue Estimate | 361,304 | 1,304 | 0 | 0 | 0 | 0 | 200,000 | 0 | 0 | 0 | 0 | 160,000 | 0 | 0 |
| Original Local Tax Funding | 29,734,485 | 6,630,776 | 522,917 | 546,970 | 12,314,437 | 0 | 955,162 | 4,258,000 | 251,700 | 3,636,904 | 590,619 | 10,000 | 0 | 17,000 |
| Revised Local Tax Funding | 29,743,785 | 6,640,076 | 522,917 | 546,970 | 12,314,437 | 0 | 955,162 | 4,258,000 | 251,700 | 3,636,904 | 590,619 | 10,000 | 0 | 17,000 |
| Change to Local Tax Funding | 9,300 | 9,300 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

Italics = Proposed actions

| | | |
|------------------------|---|--------|
| Sharon Keeler | - | Aye |
| Charles "Chip" Schutte | - | Absent |
| David Weiss | - | Absent |

4. IRS Penalties.

Still waiting to hear back from IRS,

Per Tom Judge, legal counsel indicates it will be at least another two to three months before the matter is resolved.

5. W2s.

The IRS now requires that W2s be printed and mailed, unless the employee "opts in" to electronic delivery. We are working on ways to encourage employees to "opt in" by using ESS instead of paper or email.

Mail and email get lost when addresses change, but ESS remains active, and will continue to archive copies of W2s going forward.

Tom Judge put forth that his department would be encouraging all employees to sign up for electronic delivery only.

6. ERP Update.

a. Citizen Self-Service.

This module is still functioning in a limited fashion for the limited group of citizens (a half dozen employees) that are set up to access it. On-line payment capability is quite complicated but should be available soon. Its functionality will then be tested, and we can begin to slowly roll out the capability to those citizens who want it.

Tom Judge advised that Gordon Russell was working out the details.

b. Permits and Code Enforcement.

The current status of the Building Department's participation in this module should be discussed as a follow up to discussions in July.

Tom Judge stated that, when able, the Building Department would implement.

c. Utility Billing.

This module was scheduled to go live July 14, but was belatedly suspended when it was learned that the system could not accommodate the CCSA rate structure. The CCSA has revised its rates and we are rescheduled to go live in January.

d. Taxation.

The proposed schedule for this implementation is attached.

e. Upgrade from Munis 10.5 to Munis 11.2.

Tentatively scheduled for October 1. Users will be enrolled in Tyler University, a series of short (5 to 15 minute) online courses on various functions of the software. This self-training will be supplemented by support from JAS, IT, and Tyler support.

Tom Judge opined that the upgrade will provide many beneficial improvements.

7. VRS Hybrid Retirement Plan: default employee contribution.

Every three years ICMA will automatically increase voluntary employee contributions unless an employee opts out. The first such autoescalation is January 1, 2017. The opt out period is October 1 to December 15. We began notification of the 69 employees last week.

Tom Judge assured the Board that his department would continue communications with affected employees through December.

8. State Health Insurance Plan.

JAS took part in a preliminary webinar, and sent in a statement of initial interest along with permission for AON, the State's consultant, to review our claims experience to be provided by Anthem. The Commonwealth may provide a side-by-side comparison of the resulting plan with the Local Choice plan, but we won't likely know until December.

Tom Judge briefly reviewed.

9. Set Next Meeting

The next regularly scheduled meeting is set for Monday, October 24, 2016.

10. Adjournment

Being no further business, at 1:12 pm, Tom Judge adjourned the meeting.

Minutes Recorded and Transcribed by Lora B. Walburn

Clarke County Board of Supervisors

Government Projects Update

Clarke County Board of Supervisors

Miscellaneous Items

Board of Supervisors
Summary of Required Actions Status Report

| <i>Meeting/Letter Date</i> | <i>Item</i> | <i>Description</i> | <i>Responsibility</i> | <i>Status</i> | <i>Date Complete</i> |
|----------------------------|-------------|--|-----------------------|---------------|----------------------|
| 9/20/2016 | 2010 | Process Hecate Agreement. | Brandon Stidham | Complete | 9/29/2016 |
| 9/20/2016 | 2011 | Hecate - find taxable value outside its use value solar farm. | Brandon Stidham | | |
| 9/20/2016 | 2012 | Develop and process public hearing notice. | Lora B. Walburn | Complete | 9/21/2016 |
| 9/20/2016 | 2013 | Process approved minutes. | Lora B. Walburn | Complete | 9/30/2016 |
| 9/20/2016 | 2014 | Execute LFHD locality agreement. | David Ash | Complete | 9/26/2016 |
| 9/20/2016 | 2015 | Process and forward LFHD locality agreement. | Lora B. Walburn | Complete | 9/26/2016 |
| 9/20/2016 | 2016 | Execute deed of easement. | David Weiss | Complete | 9/20/2016 |
| 9/20/2016 | 2017 | Process and forward deed of easement. | Lora B. Walburn | Complete | 9/21/2016 |
| 9/20/2016 | 2018 | Update appointment database and process notice of appointment | Lora B. Walburn | Complete | 9/30/2016 |
| 9/20/2016 | 2019 | Provide Payroll notice of pay rate adjustment. | Lora B. Walburn | Complete | 9/21/2016 |
| 9/20/2016 | 2020 | Contact Chuck Bishop re School Board deadline for JAS relocation. | David Ash | Complete | 9/20/2016 |
| 9/20/2016 | 2021 | Update and process amendment CC-2016-04, CC2016-05 to County Code | Lora B. Walburn | Complete | 10/6/2016 |
| 9/20/2016 | 2022 | Add continued meeting to discussion Joint Administrative Services relocation to County calendar. | Susanne Vaughan | Complete | 9/21/2016 |

Clarke County Board of Supervisors

Board Member Committee Status Reports

Clarke County Board of Supervisors

Closed Session

Public Hearing Notices

Berryville Town Council, Boyce Town Council and the Clarke County Board of Supervisors will hold joint public hearing on Tuesday, October 18, 2016, at 6:30 PM, or as soon thereafter as the matter may be heard, in the Berryville Clarke County Government Center, Main Meeting Room, 101 Chalmers Court, 2nd Floor, Berryville, Virginia to consider the following matter:

PH 16-22: Cable Television Franchise Agreements between Comcast of California / Maryland / Pennsylvania / Virginia/West Virginia, LLC [Grantee] and the individual political subdivisions of the Commonwealth of Virginia the Town of Berryville, the Town of Boyce and the County of Clarke. Having determined that the financial, legal, and technical ability of the Grantee is reasonably sufficient to provide the services, facilities, and equipment necessary to meet the future cable-related needs of the community, desires to enter into this Franchise Agreement with the Grantee for the construction, operation and maintenance of a Cable System on the terms and conditions set forth herein.

Immediately following PH 16-22 in the same location, the Clarke County Board of Supervisors, will hold a public hearing to consider the following matter:

PH 16-23: TA-16-03 Addition of Farm Distilleries as a Permitted Use in the AOC and FOC Districts; Use of Waterworks by Farm Breweries, Farm Wineries, and Farm Distilleries

Proposed text amendment to amend §3-A-1-a, Agricultural-Open Space-Conservation District (AOC); §3-A-2-a, Forestal-Open Space Conservation District (FOC); §3-A-1-e and §3-A-2-e, Installation of Waterworks or Sewerage System & Treatment Works; §3-C, Supplementary Regulations; and §9-B, Definitions, of the Zoning Ordinance. The amendment serves two purposes:

1. To create a new permitted use, "farm distilleries," in the AOC and FOC Districts, and to define and establish supplementary regulations for the use. Language is included to require zoning approval and issuance of a business license prior to operating a farm distillery including provision of approved private well and onsite septic system permits issued by the Virginia Department of Health.
2. To allow the use of a waterworks by farm breweries, farm wineries, and farm distilleries in the AOC and FOC Districts. This allowance is necessary in order to avoid potential conflicts with Code of Virginia regulations on these uses. The amendment also revises the definition of "waterworks" for clarification purposes.

Pertinent information in connection with the above matters is available to the public in Clarke County Administration during regular working hours. Any person desiring to be heard regarding the above matters should appear at the appointed time and place. Written copies of statements at public hearings are requested but not required.

David L. Ash, County Administrator

KEY TERMS OF PROPOSED COMCAST FRANCHISE RENEWAL

1. Franchise Agreement:

- a. Each jurisdiction will continue to have a separate agreement with Comcast.
- b. Term of franchise: 15 years.
- c. Comcast continues to pay existing 5% state communications tax, or franchise fee if tax is ever repealed.
- d. Clarke County and the Town of Berryville have right to require up to 2 public, educational and governmental ("PEG") access channels on 9 months' notice. Boyce would receive the County's channels.
 - i. One channel would be used by the local governments, the other by the County school system.
 - ii. If request more than 3 years from the effective date of the new franchise, must pay cost of building connection between origination site and Comcast headend in Winchester.
- e. Communities can require Comcast to pay PEG capital fee of \$0.50 per subscriber per month on 90 days' notice; this fee would be collected from subscribers as a separate line item on bills.
- f. Comcast to provide free cable service at public buildings listed in Ex. A, plus additional locations within 200 feet of their plant, upon request.
- g. Agreement includes updated customer service standards and improved enforcement provisions.
- h. Comcast must serve upon request any home located within 400 feet of the public right-of-way, where there are at least 30 homes per mile along the right-of-way.

2. Fiber lease agreement:

- a. Clarke County and the Town of Berryville to pay \$3600/year for right to use existing fiber network.
- b. Agreement runs as long as the Franchise Agreement.

3. Side letter:

- a. Comcast to provide all existing equipment, at no charge.
- b. Comcast to provide up to 3 converters or other equipment to serve new public buildings, at no charge. If request more than 3, Comcast will charge standard rates.

**CABLE TELEVISION FRANCHISE AGREEMENT BETWEEN COMCAST and
CLARKE COUNTY, VIRGINIA**

This Franchise Agreement (hereinafter, the “Agreement” or “Franchise Agreement”) is made between Clarke County, a political subdivision of the Commonwealth of Virginia (hereinafter, “County”) and Comcast of California/Maryland/Pennsylvania/Virginia/West Virginia, LLC (hereinafter, “Grantee”).

The County, having determined that the financial, legal, and technical ability of the Grantee is reasonably sufficient to provide the services, facilities, and equipment necessary to meet the future cable-related needs of the community, desires to enter into this Franchise Agreement with the Grantee for the construction, operation and maintenance of a Cable System on the terms and conditions set forth herein.

SECTION 1 - Definition of Terms

For the purpose of this Franchise Agreement, capitalized terms, phrases, words, and abbreviations shall have the meanings ascribed to them in the Code of Virginia, Article 1.2, § 15.2-2108.19, and the Cable Communications Policy Act of 1984, as amended from time to time, 47 U.S.C. §§ 521 et seq. (the “Cable Act”), unless otherwise defined herein.

1.1 “Access Channel” means a video Channel, which Grantee shall make available to the County without charge for non-commercial public, educational, or governmental access use for the transmission of video programming as directed by the County.

1.2 “Act” means the Communications Act of 1934.

1.3 “Affiliate”, in relation to any Person, means another Person who owns or controls, is owned or controlled by, or is under common ownership or control with, such Person.

1.4 “Basic service tier” means the service tier that includes (i) the retransmission of local television broadcast channels and (ii) public, educational, and governmental access channels required to be carried on the basic tier.

1.5 “Cable Operator” means any Person or group of Persons that (A) provides Cable Service over a Cable System and directly or through one or more affiliates owns a significant interest in such Cable System or (B) otherwise controls or is responsible for, through any arrangement, the management and operation of a Cable System.

1.6 “Cable Service” means the one-way transmission to Subscribers of (i) video programming or (ii) other programming service, and Subscriber interaction, if any, which is required for the selection or use of such video programming or other programming service.

1.7 “Cable System” or “System” means any facility consisting of a set of closed transmission paths and associated signal generation, reception and control equipment that is designed to provide Cable Service that includes video programming and that is provided to multiple Subscribers within a community, except that such definition shall not include (i) a system that serves fewer than 20 Subscribers; (ii) a facility that serves only to retransmit the television signals of one or more television broadcast stations; (iii) a facility that serves only Subscribers without using any public right-of-way; (iv) a facility of a common carrier that is subject, in whole or in part, to the provisions of Title II of the Communications Act of 1934, 47 USC § 201 et seq., except that such facility shall be considered a Cable System to the extent such facility is used in the transmission of video programming directly to Subscribers, unless the extent of such use is solely to provide interactive on-demand services; (v) any facilities of any electric utility used solely for operating its electric systems; (vi) or any portion of a System that serves fewer than 50 Subscribers in any locality, where such portion is part of a larger System franchised in an adjacent locality; or (vii) an open video system that complies with § 653 of Title VI of the Communications Act of 1934, as amended, 47 U.S.C. § 573.

1.8 “Channel” shall be defined herein as it is defined under Section 602 of the Communications Act, 47 U.S.C. § 522(4).

1.9 “Communications Act” means the Communications Act of 1934, as amended.

1.10 “Control” means the ability to exercise *de facto* or *de jure* control over day-to-day policies and operations or the management of corporate affairs.

1.11 “County” means Clarke County, as organized and existing under the laws of the Commonwealth of Virginia, and the area within its territorial limits.

1.12 “Educational Access Channel” means an Access Channel available for the use of the Clarke County Public Schools.

1.13 “Effective Date” means June 30, 2015.

Comment [A1]: Revise.

1.14 “FCC” means the Federal Communications Commission or successor governmental entity thereto.

1.15 “Force majeure” means an event or events reasonably beyond the ability of Grantee to anticipate and control. "Force majeure" includes, but is not limited to, acts of God, incidences of terrorism, war or riots, labor strikes or civil disturbances, floods, earthquakes, fire, explosions, epidemics, hurricanes, tornadoes, environmental restrictions, governmental actions and restrictions, work delays caused by waiting for utility providers to service or monitor or provide access to utility poles to which Grantee’s facilities are attached or to be attached or conduits in which Grantee's facilities are located or to be located, and unavailability of materials or qualified labor to perform the work necessary.

1.16 “Franchise” means the initial authorization, or renewal thereof, issued by the County, whether such authorization is designated as a franchise, agreement, permit, license,

resolution, contract, certificate, ordinance, resolution or otherwise, which authorizes the construction and operation of the Cable System.

1.17 “Franchise Agreement” or “Agreement” means this Cable Franchise Agreement and any amendments or modifications hereto.

1.18 “Franchise Area” means the present legal boundaries of the County as of the Effective Date, and shall also include any additions thereto, by annexation or other legal means.

1.19 “Government Channel” means an Access Channel dedicated to carriage of programming related to the government of Clarke County, the County, and any other municipality located within Clarke County.

1.20 “Grantee” means Comcast of California/Maryland/Pennsylvania/Virginia/West Virginia, LLC.

1.21 “Gross Revenue” means all amounts which are received by Grantee from the operation of the Cable System to provide Cable Service in the Franchise Area. The Grantee shall maintain its books in accordance with generally accepted accounting principles (“GAAP”). Gross Revenue shall include, without limitation, the following:

1.21.1 Any revenue received from Subscribers, including but not limited to revenue for basic service, expanded basic service, other tier services, additional outlets, and pay-per-view service, or for the distribution of any other Cable Service, as defined by federal law, over the System;

1.21.2 Revenue received from Subscribers for installation, change in service and reconnection charges and similar fees, attributable to the provision of Cable Service;

1.21.3 Revenue received from Subscribers for converters, remote controls or other equipment leased or rented to Subscribers in connection with the delivery of Cable Services to such Subscribers;

1.21.4 Revenue received from Subscribers for service charges and late fees related to delinquent accounts, as attributable to the provision of Cable Service;

1.21.5 Revenue received from third parties, including advertising revenue, home shopping commissions, leased access payments (except as limited herein). In computing Gross Revenue from sources other than Grantee’s Subscribers, including without limitation, revenue derived from the sale of advertising, home shopping services, guide sales, the lease of channel capacity on its Cable System, or any other such revenues derived from the operation of the Cable System to provide Cable Service, the amount of such revenues attributable or allocated to Grantee shall be in accordance with GAAP.

1.21.6 Fees collected from Subscribers for the payment of cable franchise fees to be paid to the County; such cable franchise fees shall not be deemed to be taxes and are not deducted from the total gross revenue figure on which Franchise fees are paid.

Provided, however, that Gross Revenue shall not include: (i) refunds or rebates made to Subscribers or other third parties; (ii) any revenue which is received from the sale of merchandise over home shopping channels carried on the Cable System, but not including revenue received from home shopping channels for the use of the Cable Service to sell merchandise; (iii) any tax, fee, or charge collected by the Cable Operator and remitted to a governmental entity or its agent or designee, including without limitation a local public access or education group; (iv) program launch fees; (v) directory or advertising revenue including, but not limited to, yellow page, white page, banner advertisement, and electronic publishing; (vi) a sale of Cable Service for resale or for use as a component part of or for the integration into Cable Services to be resold in the ordinary course of business, when the reseller is required to pay or collect franchise fees or similar fees on the resale of the Cable Service; (vii) revenues received by any Affiliate or any other person in exchange for supplying goods or services used by the Cable Operator to provide Cable Service; and (viii) revenue derived from services classified as non-Cable Services under federal law, including, without limitation, revenue derived from Telecommunications Services and Information Services, and any other revenues attributed by the Cable Operator to non-Cable Services in accordance with rules, regulations, standards, or orders of the Federal Communications Commission.

1.22 “Information Services” shall be defined herein as it is defined under Section 3 of the Communications Act, 47 U.S.C. §153(20).

1.23 “Institutional Network” or “I-Net” means the fiber optic cable and related facilities constructed for Clarke County by Adelpia Cable LLC, the Grantee’s predecessor-in-interest, and any additional such facilities constructed at the County’s direction.

1.24 “Internet Access” means dial-up or broadband access service that enables Subscribers to access the Internet.

1.25 “Non-Cable Services” means any service that does not constitute the provision of Video Programming directly to multiple Subscribers in the Franchise Area including, but not limited to, Information Services, Internet Access, and Telecommunications Services.

1.26 “Normal Business Hours” means those hours during which most similar businesses in the community are open to serve customers. In all cases, “normal businesses hours” must include some evening hours at least one night per week and/or some weekend hours.

1.27 “Normal Operating Conditions” means those service conditions which are within the control of the Grantee. Those conditions which are not within the control of the Grantee include, but are not limited to, natural disasters, civil disturbances, power outages, telephone network outages, and severe or unusual weather conditions. Those conditions which are within the control of the Grantee include, but are not limited to, special promotions, pay-per-view events, rate increases, regular peak or seasonal demand periods, and maintenance or rebuild of the Cable System. *See* 47 C.F.R. § 76.309(c)(4)(ii).

1.28 “PEG” means public, educational, and governmental.

1.29 “Person” means any natural person or any association, firm, partnership, joint venture, corporation, or other legally recognized entity, whether for-profit or not-for profit, but shall not mean the County.

1.30 “Public Rights-of-Way” means the surface, the air space above the surface, and the area below the surface of any public street, road, highway, lane, path, alley, sidewalk, boulevard, drive, bridge, tunnel, parkway, waterway, easement, or similar property in which the County now or hereafter holds any property interest, which, consistent with the purposes for which it was dedicated, may be used for the purpose of installing and maintaining, a Cable System. No reference herein to the “Public Rights-of-Way” shall be deemed to be a representation or guarantee by the County that its interest or other right of control to use such property is sufficient to permit its use for such purposes, and the Grantee shall be deemed to gain only those rights to use as are properly in the County and as the County may have the undisputed right and power to give.

1.31 “Service Interruption” means the loss of picture or sound on one or more cable channels.

1.32 “Subscriber” means a Person who lawfully receives Cable Service delivered over the Cable System with Grantee’s express permission.

1.33 “Telecommunication Services” shall be defined herein as it is defined under Section 3 of the Communications Act, 47 U.S.C. § 153(46).

1.34 “Title VI” means Title VI of the Communications Act.

1.35 “Transfer” means any transaction in which (i) an ownership or other interest in the Grantee is transferred, directly or indirectly, from one Person or group of Persons to another Person or group of Persons, so that majority control of the Grantee is transferred; or (ii) the rights and obligations held by the Grantee under the Franchise granted under this Franchise Agreement are transferred or assigned to another Person or group of Persons. However, notwithstanding clauses (i) and (ii) of the preceding sentence, a transfer of the Franchise shall not include (a) transfer of an ownership or other interest in the Grantee to the parent of the Grantee or to another Affiliate of the Grantee; (b) transfer of an interest in the Franchise granted under this Franchise Agreement or the rights held by the Grantee under the Franchise granted under this Franchise Agreement to the parent of the Grantee or to another Affiliate of the Grantee; (c) any action that is the result of a merger of the parent of the Grantee; (d) any action that is the result of a merger of another Affiliate of the Grantee; or (e) a transfer in trust, by mortgage, or by assignment of any rights, title, or interest of the Grantee in the Franchise or the System used to provide Cable Service in order to secure indebtedness.

1.36 “Video programming” means programming provided by, or generally considered comparable to, programming provided by a television broadcast station.

SECTION 2 - Grant of Authority

2.1 Grant. The County hereby grants to the Grantee under the Code of Virginia and the Cable Act a nonexclusive Franchise authorizing the Grantee to construct and operate a Cable System in the Public Rights-of-Ways within the Franchise Area for the purpose of providing Cable Service, and for that purpose to erect, install, construct, repair, replace, reconstruct, maintain, or retain in any Public Rights-of-Way such poles, wires, cables, conductors, ducts, conduits, vaults, manholes, pedestals, amplifiers, appliances, attachments, and other related property or equipment as may be necessary or appurtenant to the Cable System. No privilege or power of eminent domain is bestowed by this grant; nor is such a privilege or power bestowed by this Agreement.

2.2 Term of Franchise. The term of the Franchise granted hereunder shall be fifteen (15) years, commencing upon the Effective Date of the Franchise, unless the Franchise is renewed or is lawfully terminated.

2.3 Renewal. Any renewal of this Franchise shall be governed by and comply with Section 626 of the Cable Act, as amended.

2.4 Reservation of Authority. Nothing in this Franchise Agreement shall be construed as a waiver of any codes or ordinances of general applicability promulgated by the County.

2.5 Grant Not Exclusive. The Franchise and the right it grants to use and occupy the Public Rights-of-Way to provide Cable Services shall not be exclusive, and the County reserves the right to grant other franchises for similar uses or for other uses of the Public Rights-of-Way, or any portions thereof, to any Person, or to make any such use themselves, at any time during the term of this Franchise Agreement.

2.6 Police Powers. Nothing in the Franchise Agreement shall be construed to prohibit the reasonable, necessary and lawful exercise of the County's police powers. However, if the reasonable, necessary and lawful exercise of the County's police power results in any material alteration of the terms and conditions of this Franchise, then the parties shall modify this Franchise Agreement to the mutual satisfaction of both parties to ameliorate the negative effects on the Grantee of the material alteration.

2.7 Competitive Equity. The Grantee acknowledges and agrees that the Franchising Authority reserves the right to grant one or more additional franchises to provide Cable Service within the Franchise Area; the Franchising Authority acknowledges and agrees that the franchise agreement shall be governed by §15.2-2108.26 of the Code of Virginia.

SECTION 3 - Construction and Maintenance of the Cable System

3.1 Permits and General Obligations. The Grantee shall be responsible for obtaining, at its own cost and expense, all generally applicable permits, licenses, or other forms of approval or authorization necessary to construct, operate, maintain or repair the Cable System, or any part thereof, prior to the commencement of any such activity. Construction, installation, and maintenance of the Cable System shall be performed in a safe, thorough and reliable manner

using materials of good and durable quality. All transmission and distribution structures, poles, other lines, and equipment installed by the Grantee for use in the Cable System in accordance with the terms and conditions of this Franchise Agreement shall be located so as to minimize the interference with the proper use of the Public Rights-of-Ways and the rights and reasonable convenience of property owners who own property that adjoins any such Public Rights-of-Way.

3.2 Conditions of Street Occupancy.

3.2.1 New Grades or Lines. If the grades or lines of any Public Rights-of-Way within the Franchise Area are lawfully changed at any time during the term of this Franchise Agreement, then the Grantee shall, upon reasonable advance written notice from the County (which shall not be less than ten (10) business days) and at its own cost and expense, protect or promptly alter or relocate the Cable System, or any part thereof, so as to conform with any such new grades or lines. However, to the extent any other users of the Public Rights-of-Way are compensated for the required relocation of the facilities, Grantee shall also be compensated in a similar fashion, to the extent any third party conditions governing the applicable funding allows for or does not preclude Grantee reimbursement.

3.2.2 Relocation at Request of Third Party. The Grantee shall, upon reasonable prior written request of any Person holding a permit issued by the County to move any structure, temporarily move its wires to permit the moving of such structure; provided (i) the Grantee may impose a reasonable charge on any Person for the movement of its wires, and such charge may be required to be paid in advance of the movement of its wires; and (ii) the Grantee is given not less than ten (10) business days advance written notice to arrange for such temporary relocation.

3.2.3 Restoration of Public Rights-of-Ways. If in connection with the construction, operation, maintenance, or repair of the Cable System, the Grantee disturbs, alters, or damages any Public Rights-of-Way, the Grantee agrees that it shall at its own cost and expense replace and restore any such Public Rights-of-Way to a condition reasonably comparable to the condition of the Public Rights-of-Way existing immediately prior to the disturbance.

3.2.4 Safety Requirements. The Grantee shall, at its own cost and expense, undertake all necessary and appropriate efforts to maintain its work sites in a safe manner in order to prevent failures and accidents that may cause damage, injuries or nuisances. All work undertaken on the Cable System shall be performed in substantial accordance with applicable FCC or other federal and state regulations and applicable safety codes. The Cable System shall not unreasonably endanger or interfere with the safety of Persons or property in the Franchise Area.

3.2.5 Trimming of Trees and Shrubbery. The Grantee shall have the authority to trim trees or other natural growth overhanging any of its Cable System in the Franchise Area so as to prevent contact with the Grantee's wires, cables, or other equipment. All such trimming shall be done at the Grantee's sole cost and expense. The Grantee shall be responsible for any damage caused by such trimming.

3.2.6 Aerial and Underground Construction. At the time of any Cable System construction, if all of the transmission and distribution facilities of all of the respective public or municipal utilities in the portion of the Franchise Area in which construction is being performed are underground, the Grantee shall place its Cable System's transmission and distribution facilities underground; provided that such underground locations are actually capable of accommodating the Grantee's cable and other equipment without technical degradation of the Cable System's signal quality. In any region(s) of the Franchise Area where the transmission or distribution facilities of the respective public or municipal utilities are both aerial and underground, the Grantee shall have the discretion to construct, operate, and maintain all of its transmission and distribution facilities, or any part thereof, aerially or underground. Nothing in this Section shall be construed to require the Grantee to construct, operate, or maintain underground any ground-mounted appurtenances such as Subscriber taps, line extenders, system passive devices, amplifiers, power supplies, pedestals, or other related equipment.

3.2.7. Undergrounding and Beautification Projects. In the event all users of the Public Rights-of-Way relocate aerial facilities underground as part of an undergrounding or neighborhood beautification project, Grantee shall participate in the planning for relocation of its aerial facilities contemporaneously with other utilities. However, to the extent any other users of the Public Rights-of-Way are compensated for the required relocation of the facilities, Grantee shall also be compensated in a similar fashion, to the extent the applicable funding allows for or does not preclude franchisee reimbursement.

SECTION 4 - Service Obligations

4.1 General Service Obligation.

4.1.1 The Grantee shall make Cable Service available to every residential dwelling unit within the Franchise Area where the minimum density is at least thirty (30) dwelling units per mile and is within one (1) mile as measured in strand footage from the nearest point on the Cable System trunk or feeder line from which a usable cable signal can be obtained. For purposes of this section, a home shall be counted as a "dwelling unit" if, and only if, such home is located within four hundred (400) feet of the public right of way. Subject to the density requirement, Grantee shall offer Cable Service to all new homes or previously unserved homes located within two hundred (200) feet of the Grantee's distribution cable at the standard installation rate. Should, through new construction, an area within the Franchise Area meet the density requirements, Franchisee shall provide Cable Service to such area within one (1) year after it confirms that the density requirements have been met following notice from the Franchising Authority that one or more residents has requested service.

4.1.2 The Grantee may impose an additional charge in excess of its regular installation charge, but not in excess of its actual cost which may include cost of material, labor, design and any necessary easements, for any service installation at a location that is more than two hundred (200) feet from the Public Rights-of-Way. Such additional charge shall be paid by the developer, home owners association, landowner or other Person requesting Cable Service in an area that does not meet the density and distance standards.

4.2 New Developments. The Grantee agrees to use commercially reasonable efforts to inform itself of all newly planned developments within the County and to work with developers to cooperate in pre-installation of facilities to support Cable Service.

4.3 Programming. The Grantee shall offer to all Subscribers a diversity of video programming services.

4.4 No Discrimination. The Grantee shall not discriminate or permit discrimination between or among any Persons in the availability of Cable Services or other services provided in connection with the Cable System in the Franchise Area. It shall be the right of all Persons to receive all available services provided on the Cable System so long as such Person's financial or other obligations to the Grantee are satisfied; provided, however, that the Grantee may deny service for good cause, including but not limited to theft of Grantee's services, vandalism of its property, or abuse or harassment of its representatives. Nothing contained herein shall prohibit the Grantee from offering bulk discounts, promotional discounts, package discounts, or other such pricing strategies as part of its business practice. Grantee shall assure that access to Cable Services is not denied to any group of potential residential cable Subscribers because of the income of the residents of the local area in which such group resides.

4.5 Provision of Maps to the County. The Grantee shall provide the County, upon written request and no more than once per calendar year an up-to-date strand map of its facilities in the Franchise Area. The County shall treat such maps as proprietary information, exempt from release or disclosure under the Virginia Freedom of Information Act, and shall use the maps only for purposes of planning and managing construction within and in the immediate vicinity of the public rights-of-way.

4.6 Additional Maps. Should the County request access to more detailed maps of the Cable System, then the Grantee shall permit the County to review such maps at a specified location in northern Virginia.

4.7 Removal and Relocation. In accordance with applicable law, the County shall have the power at any time to order and require the Grantee to remove or relocate any pole, wire, cable or other structure owned by the Grantee that is dangerous to life or property. In the event that the Grantee, after notice, fails or refuses to act within a reasonable time, the County shall have the power to remove or relocate the same at the sole cost and expense of the Grantee, which cost shall be summarized by the County.

SECTION 5 - PEG Services

5.1 PEG Channels

5.1.1 In order to ensure availability of PEG programming, Grantee shall make available up to two (2) Access Channels on the Basic Service Tier, upon request of the County. One Access Channel shall be designated as the Educational Access Channel, and the other shall be designated as the Government Access Channel (jointly, "PEG Channels"). The County may

request that Grantee make either or both PEG Channels available at any time by submitting a request in writing, and Grantee shall make the Channel or Channels available within nine (9) months of the date of the request.

5.1.2 The PEG Channels shall be carried on channel numbers to be assigned by Comcast at the time they are made available. Thereafter, PEG Channel assignments may be changed and the entity responsible for managing any affected PEG Channel shall be given thirty (30) days advance notice of the change. If the Grantee decides to change the channel designation for any of the PEG Channels, it must provide thirty (30) days prior written notice to the County, and shall reimburse the County, and/or the designated PEG provider in an amount not to exceed one thousand dollars (\$1000) for reasonable, documented costs incurred by the County or other PEG users, including, but not limited to, technical costs, logo modifications, stationary, promotion, and advertising.

5.1.3 Grantee shall provide an upstream fiber optic connection and all necessary headend equipment for the purpose of providing PEG Access video origination between the following locations and Grantee's headend within nine (9) months of receiving a written request from the County: the meeting chamber in the Berryville-Clarke County Government Center and Grantee's headend, and Clarke County High School. The upstream connections referred to in this paragraph shall be referred to as a "Return Link" or as the "Return Links." The Grantee shall maintain both upstream links in good operating condition, and shall ensure that such link is at all times capable of transmitting PEG Access programming signals from the origination point to the headend without material distortion or degradation, in accordance with applicable industry technical standards.

5.1.3.1 If the County submits a request for either or both of the Return Links on or before the third anniversary of the Effective Date, the Grantee shall provide the requested link or links at its sole cost and expense, at no cost to the County, and without itemizing the cost of the link or links on Subscriber bills. If, however, the County requests a link after the third anniversary of the Effective Date, the Grantee shall provide the requested link or links only if (i) the County agrees to bear the cost of construction and installation of the necessary fiber optic plan and equipment; (ii) the County consents to the itemization of Subscriber bills of the entire cost of such construction and installation; or (iii) the County and the Grantee agree on an alternative funding plan, which may consist of, without limitation a combination of payments by the County and itemization on Subscriber bills. The County may also submit a request for either or both Return Links in conjunction with the Town of Berryville, in which case references to the County in this paragraph shall be read to include the County and the Town.

5.1.4. Grantee shall not interfere with the ability of competing cable operators and open video system operators designated by the County (the "Competing Operators") to obtain the content of any of the programming on the PEG Channels. Grantee shall not object to the connection of compatible equipment to facilities located at the County's PEG programming origination facility or facilities by Competing Operators for the purpose of obtaining access to the PEG Channel signals and transporting such signals to their Subscribers by means of their

own facilities, nor shall Grantee object to the transmission of the PEG Channel signals by Competing Operators.

5.1.5. The PEG Channels shall be carried on the Basic Service tier. The Grantee shall monitor the two (2) PEG Access Channels for technical quality and shall ensure that they are maintained so that they are capable of transmitting signals in accordance with technical standards equivalent to those which apply to the Cable System's commercial channels. Grantee shall insure that there is no material degradation in the quality of the Access Channel signals that are received by the Grantee for distribution by Grantee over the Cable System, as a result of the condition of the Return Links or associated equipment owned by Grantee.

5.2 PEG and I-NET Capital Support. In support of the County's production of local PEG programming and the Institutional Network, if the County submits a written request, Grantee shall provide an annual capital grant to the County ("PEG and I-Net Capital Grant") in the amount of fifty cents (\$0.50) per Subscriber per month. Grantee's obligation to pay the PEG and I-Net Capital Grant shall commence ninety (90) days after the end of the billing quarter during which the County's request was received (the "Grant Commencement Date"). Such grant shall be used by the County for PEG access equipment, including, but not limited to, studio and portable production equipment, editing equipment and program playback equipment, or for renovation or construction of PEG access facilities, as well as for I-Net capital purposes. Payment of the PEG and I-Net grant shall be made annually. The PEG and I-Net Grant payment, along with a brief summary of the information upon which it is based, shall be delivered to the County annually, no later than sixty (60) days after each anniversary of the Grant Commencement Date.

5.3 PEG Indemnification. All local producers and users of any of the PEG facilities or Channels shall agree in writing to hold harmless Grantee and the County from any and all liability or other injury, including the reasonable cost of defending claims or litigation, arising from or in connection with claims for failure to comply with applicable federal laws, rules, regulations or other requirements of local, state or federal authorities; for claims of libel, slander, invasion of privacy, or the infringement of common law or statutory copyright; for unauthorized use of any trademark, trade name or service mark; for breach of contractual or other obligations owing to third parties by the producer or user; and for any other injury or damage in law or equity, which result from the use of a PEG facility or Channel. Furthermore, all local producers and users of any of the PEG facilities or Channels shall agree in writing, and the County shall require that such local producer or user agree in writing, to authorize Grantee to transmit programming consistent with this Agreement.

5.4 Itemization. To the extent permitted by federal law, the Grantee shall be allowed to recover the costs arising from the provision of the PEG and I-Net Grant from Subscribers and to include such costs as a separately billed line item on each Subscriber's bill. The parties agree that none of such costs constitutes or is part of any Franchise fee, and all such costs fall within one or more of the exceptions listed in 47 U.S.C. § 542.

5.5 I-Net Agreement. The County and the Grantee have agreed to the terms of a Fiber Use Agreement (the "Fiber Agreement"), pursuant to which the Grantee grants the County the continuing right to use the I-Net. The Grantee acknowledges that any and all payments made

to the Grantee by the County pursuant to the Fiber Agreement are capital in nature and that amounts payable to the Grantee pursuant to the Fiber Agreement may be paid from the PEG and I-Net Grant. The Grantee expressly waives any claim that such payments are prohibited by any provision of applicable law.

SECTION 6 - Communications Tax and Franchise Fee

6.1 Communications Tax. Grantee shall comply with the provisions of Section 58.1-645 *et seq.* of the Code of Virginia, pertaining to the Virginia Communications Sales and Use Tax, as amended (the “Communications Tax”), and Sections 6.2 through 6.6 of this Agreement shall not have any effect, for so long as the Communications Tax or a successor state or local tax that would constitute a franchise fee for purposes of 47 U.S.C. § 641, as amended, is imposed on the sale of Cable Services by the Grantee to Subscribers in the County.

6.2 Payment of Franchise Fee to County. In the event that the Communications Tax is repealed and no successor state or local tax is enacted that would constitute a franchise fee for purposes of 47 U.S.C. § 641, as amended, Grantee shall pay to the County a Franchise fee of five percent (5%) of annual Gross Revenue, beginning on the effective date of the repeal of such tax (the “Repeal Date”). Beginning on the Repeal Date, the terms of Section 6.2 through 6.6 of this Agreement shall take effect. In accordance with Title VI of the Communications Act, the twelve (12) month period applicable under the Franchise for the computation of the Franchise fee shall be a calendar year. Such payments shall be made no later than thirty (30) days following the end of each calendar quarter. Should Grantee submit an incorrect amount, Grantee shall be allowed to add or subtract that amount in a subsequent quarter, but no later than ninety (90) days following the close of the calendar year for which such amounts were applicable; such correction shall be documented in the supporting information required under Section 6.3 below.

6.3 Supporting Information. Each Franchise fee payment shall be accompanied by a brief report prepared by a representative of Grantee showing the basis for the computation, and a breakdown by major revenue categories (such as Basic Service, premium service, etc.). The County shall have the right to reasonably request further supporting information for each Franchise fee payment, subject to the confidentiality provision of Section 8.3.3.

6.4 Limitation on Franchise Fee Actions. The period of limitation for recovery of any Franchise fee payable hereunder shall be five (5) years from the date on which payment by Grantee is due.

6.5 Bundled Services. This Section 6.5 shall only apply if state or federal law does not otherwise address the computation of franchise fees or gross revenues in connection with the provision of Cable Service as part of a bundle or package with any Non-Cable Service. If the Grantee bundles Cable Service with Non-Cable Service, the Grantee agrees that it will not intentionally or unlawfully allocate such revenue for the purpose of evading the Franchise fee payments under this Agreement.

6.6. Audit.

6.6.1 Subject to the confidentiality requirements of Section 8.3.3 of this Agreement, the County, or such Person or Persons designated by the County, shall have the right to inspect and copy records and the right to audit and to recompute any amounts determined to be payable under this Franchise, without regard to by whom they are held. If an audit discloses an overpayment or underpayment of franchise fees or of the PEG and I-Net grant, the County shall notify the Grantee of such overpayment or underpayment within ninety (90) days of the date the audit was completed. The County, in its sole discretion, shall determine the completion date for any audit conducted hereunder. Audit completion is not to be unreasonably delayed by either party.

6.6.2 Subject to the confidentiality requirements of Section 8.3.3 of this Franchise, the Grantee shall be responsible for providing to the County all records necessary to confirm the accurate payment of franchise fees and the PEG and I-Net grant. The Grantee shall maintain such records for five (5) years. The County's audit expenses shall be borne by the County unless the audit determines the payment to the County should be increased by more than five percent (5%) in the audited period, in which case the costs of the audit shall be paid by the Grantee to the County within thirty (30) days following written notice to the Grantee by the County of the underpayment, which notice shall include a copy of the audit report. If recomputation results in additional revenue to be paid by Grantee to the County, such amount shall be subject to an interest charge of the Prime rate plus one percent (1%). If the audit determines that there has been an overpayment by the Grantee, the Grantee may credit any overpayment against its next payment; and, the County shall waive the interest charge on any past due amounts that were a result of such overpayment by the Grantee. The auditor shall not be compensated on a success based formula, e.g., payment based on a percentage of any underpayment, if any.

6.6.3 The audit provisions set forth in this subsection shall similarly apply to the PEG and I-NET support payments specified in subsection 5.2 of this Franchise.

SECTION 7 - Customer Service Standards; Customer Bills; and Privacy Protection

7.1 Customer Service Standards. Customer service requirements are set forth in Exhibit B, which shall be binding unless amended by written consent of the parties.

7.2 Customer Bills. Subscriber bills shall be designed in such a way as to present the information contained therein clearly and comprehensibly to Subscribers, and in a way that (i) is not misleading and (ii) does not omit material information. Notwithstanding anything to the contrary in Section 7.2, above, the Grantee may, in its sole discretion, consolidate costs on Subscriber bills as may otherwise be permitted by Section 622(c) of the Cable Act (47 U.S.C. §542(c)).

7.3 Privacy Protection. The Grantee shall comply with all applicable federal and state privacy laws, including Section 631 of the Cable Act and regulations adopted pursuant thereto.

SECTION 8 - Oversight and Regulation by County

8.1 **Oversight of Franchise.** In accordance with applicable law, the County shall have the right to oversee, regulate and, on reasonable prior written notice and in the presence of Grantee's employee, periodically inspect the construction, operation and maintenance of the Cable System in the Franchise Area, and all parts thereof, as necessary to monitor Grantee's compliance with the provisions of this Franchise Agreement.

8.2 **Technical Standards.** The Grantee shall comply with all applicable technical standards of the FCC as published in subpart K of 47 C.F.R. § 76. To the extent those standards are altered, modified, or amended during the term of this Franchise, the Grantee shall comply with such altered, modified or amended standards within a reasonable period after such standards become effective. The County shall have, upon written request, the right to obtain a copy of tests and records required to be performed pursuant to the FCC's rules.

8.3 **Maintenance of Books, Records, and Files.**

8.3.1 **Books and Records.** Throughout the term of this Franchise Agreement, the Grantee agrees that the County, upon reasonable prior written notice to the Grantee, may review such of the Grantee's books and records regarding the operation of the Cable System and the provision of Cable Service in the Franchise Area which are reasonably necessary to monitor Grantee's compliance with the provisions of this Franchise Agreement at the Grantee's business office, during normal business hours, and without unreasonably interfering with Grantee's business operations. Such books and records shall include any records required to be kept in a public file by the Grantee pursuant to the rules and regulations of the FCC. All such documents pertaining to financial matters that may be the subject of an inspection by the County shall be retained by the Grantee for a minimum period of three (3) years.

8.3.2 **File for Public Inspection.** Throughout the term of this Franchise Agreement, the Grantee shall maintain at its business office, in a file available for public inspection during normal business hours, those documents required pursuant to the FCC's rules and regulations.

8.3.3 **Proprietary Information.** Notwithstanding anything to the contrary set forth in this Section, the Grantee shall not be required to disclose information which it reasonably deems to be proprietary or confidential in nature, except as provided herein. The County shall further have the right to have independent consultants employed by the County review such disclosed information, contingent upon and subsequent to the execution by such consultants of any relevant non-disclosure agreements ("NDA") that may be required by the Franchisee. Such confidential information shall be subject to the following, to be applied as is most practicable for the purposes of this Agreement:

8.3.3.1 To the extent an exemption under the Virginia Freedom of Information Act permits the County to maintain the confidentiality of submitted information and the Grantee submits such information to the County, the County shall

maintain the confidentiality of such information and not disclose it to any public request;
or

8.3.3.2 To the extent that information provided to an accountant, attorney, consultant, or any other agent of the County (“County Consultant”) would not be subject to public disclosure under the Virginia Freedom of Information Act and the County instructs the Grantee to provide such information to the County Consultant as may be required by this Agreement, the Grantee shall provide such information to the County Consultant and the County shall not take possession of the information nor engage in any act that would jeopardize the confidentiality of such information; or,

8.3.3.3 Franchisee must provide the following documentation to the County: (i) specific identification of the information; (ii) statement attesting to the reason(s) the Franchisee believes the information is confidential; and (iii) statement that the documents are available at the Franchisee’s designated offices for inspection by the County.

8.3.4 At all times, the County shall take reasonable steps to protect the proprietary and confidential nature of any books, records, maps, plans or other County-requested documents that are provided pursuant to this Agreement to the extent they are designated as such by the Franchisee. Nothing in this Section shall be read to require the Franchisee to violate federal or state law protecting Subscriber privacy.

8.4 Records Required. The Grantee shall at all times maintain:

8.4.1 Records of all written complaints for a period of three years after receipt by the Grantee. The term “complaint” as used herein refers to complaints about any aspect of the Cable System or Grantee’s cable operations, including, without limitation, complaints about employee courtesy. Complaints recorded will not be limited to complaints requiring an employee service call;

8.4.2 Records of outages for a period of three years after occurrence, indicating date, duration, area, and the number of Subscribers affected, type of outage, and cause;

8.4.3 Records of service calls for repair and maintenance for a period of three years after resolution by Grantee, indicating the date and time service was required, the date of acknowledgment and date and time service was scheduled (if it was scheduled), and the date and time service was provided, and (if different) the date and time the problem was resolved; and

8.4.4 Records of installation/reconnection and requests for service extension for a period of three years after the request was fulfilled by Grantee, indicating the date of request, date of acknowledgment, and the date and time service was extended.

8.5 FCC Testing. Within fourteen (14) days of a written request by the County, a written report of test results of FCC performance testing will be provided to the County Manager.

8.6 Annual Report. Upon receipt of a written request from the County, and no later than one hundred twenty (120) days after the end of the Grantee's fiscal year, the Grantee shall submit a written report to the County, in a form reasonably satisfactory to the County, which shall include:

8.6.1 An annual summary of complaints, identifying both number and nature of the complaints received and an explanation of the disposition.

8.6.2 A copy of the Grantee's rules, regulations and policies available to Subscribers of the Cable System, including but not limited to (i) all Subscriber rates, fees and charges; (ii) copies of the Grantee's contract or application forms for Cable Services; and (iii) a detailed summary of the Grantee's policies concerning the processing of Subscriber complaints; delinquent Subscriber disconnect and reconnect policies; Subscriber privacy and any other terms and conditions adopted by the Grantee in connection with the provision of Cable Service to Subscribers.

8.7 Periodic Review.

8.7.1 The County may hold a performance evaluation hearing every year within sixty (60) days of each anniversary of the Effective Date of this Franchise. All such evaluation hearings shall be open to the public. The purpose of said evaluation hearing shall be to, among other things, (i) review the Grantee's compliance to the terms and conditions of this Franchise Agreement, with emphasis on PEG Access Channels, facilities and support; customer service and complaint response; and (ii) hear comments, suggestions and/or complaints from the public. The County shall provide the Grantee with advance, written notice regarding any known compliance matters that the County intends to address at the hearing.

8.7.2 The County shall have the right to question the Grantee on any aspect of this Franchise Agreement including, but not limited to, the operation, maintenance and/or removal of the Cable System. During review and evaluation by the County, the Grantee shall fully cooperate with the County and/or his or her designee(s), and produce such documents or other materials relevant to such review as are reasonably requested from the County. Any Subscriber or other Person may submit comments during such review hearing, either orally or in writing, and such comments shall be duly considered by the County.

8.7.3 Within sixty (60) days after the conclusion of such review hearing(s), the County may issue a written report with respect to the Grantee's compliance. If noncompliance is found which may result in a violation of any of the provisions of this Franchise Agreement, the Grantee shall respond in accordance with Section 12.1.

SECTION 9 - Transfer or Change of Control of Cable System or Franchise

9.1 No transfer of this Franchise shall occur without the prior written consent of the County, which consent shall not be unreasonably withheld, delayed or conditioned. No transfer shall be made to a Person, group of Persons or Affiliate that is not legally, technically and financially qualified to operate the Cable System and satisfy the obligations hereunder.

SECTION 10 - Insurance and Indemnity

10.1 **Insurance.** Throughout the term of this Franchise Agreement, the Grantee shall, at its own cost and expense, maintain Comprehensive General Liability Insurance and provide the County certificates of insurance designating the County and its officers, boards, commissions, councils, elected officials, agents and employees as additional insureds and demonstrating that the Grantee has obtained the insurance required in this Section. Such policy or policies shall be in the minimum amount of One Million Dollars (\$1,000,000.00) for bodily injury or death to any one person, and One Million Dollars (\$1,000,000.00) for bodily injury or death of any two or more persons resulting from one occurrence, and One Million Dollars (\$1,000,000.00) for property damage resulting from any one accident. Such policy or policies shall be non-cancelable except upon thirty (30) days prior written notice to the County. The Grantee shall provide workers' compensation coverage in accordance with applicable law. The Grantee shall indemnify and hold harmless the County from any workers compensation claims to which the Grantee may become subject during the term of this Franchise Agreement

10.2 **Indemnification.** The Grantee shall indemnify, defend and hold harmless the County, its officers, employees, and agents from and against any liability or claims resulting from property damage or bodily injury (including accidental death) that result from the Grantee's construction, operation, maintenance or removal of the Cable System, including, but not limited to, reasonable attorneys' fees and costs, provided that the County shall give the Grantee timely written notice of its obligation to indemnify and defend the County within a reasonable time of receipt of a claim or action pursuant to this Section. If the County determines that it is necessary for it to employ separate counsel, the costs for such separate counsel shall be the responsibility of the County.

SECTION 11 - System Description and Service

11.1 **System Capacity.** During the term of this Agreement the Grantee's Cable System shall be capable of providing a minimum of eighty (80) channels of video programming with satisfactory reception available to its Subscribers in the Franchise Area.

11.2 **Service to School and Government Buildings.** The Grantee shall provide without charge within the Franchise Area one (1) service outlet activated for Basic Service to each existing public building listed in Exhibit A, including, without limitation, each public school, each public library, each location occupied by the County police department, each location occupied by fire and rescue operations, and other locations occupied or used by the County government for county government purposes. The Grantee's obligation under Section 11.2, as it may be related to service locations outside of the Franchise Area, is contingent on the Grantee's right to reasonable access to facilities allowing it to serve those locations; notwithstanding the foregoing, the Grantee acknowledges that, as of the Effective Date, the Grantee has such access to all the facilities listed on Exhibit A. During the term of this Agreement, the County may designate additional such locations to receive one (1) service outlet activated for Basic Service

by submitting a request for service to the Grantee, and Grantee shall install the service outlet, including the drop line and any necessary equipment, within sixty (60) days of the County's designation for any drop up to but not exceeding two hundred (200) feet. Exhibit A shall be deemed amended accordingly. For all service outlets, if it is necessary to extend the Grantee's trunk or feeder lines more than two hundred (200) feet solely to provide service to any such school or public building, the County shall have the option either of paying Grantee's direct costs for such extension in excess of two hundred (200) feet, or of releasing Grantee from the obligation to provide service to such building. Furthermore, Grantee shall be permitted to recover, from any public building owner entitled to free service, the direct cost of installing, when requested to do so, more than one (1) outlet, or concealed inside wiring, or a service outlet requiring more than two hundred (200) feet of drop cable; provided, however, that Grantee shall not charge for the provision of Basic Service to the additional service outlets once installed. The County may extend its one (1) outlet to additional locations throughout the building at its own installation expense without an additional monthly fee for the provision of Basic Service to those locations.

11.3 Standby Power. The Grantee shall provide standby power generating capacity at the headend and at all hubs. The Grantee shall maintain motorized standby power generators capable of up to twenty-four (24) hours duration at the headend and all hubs, with automatic response systems to alert the Grantee's Local Management Center when commercial power is interrupted. The power supplies serving the distribution plant shall be capable of providing power to the Cable System for not less than two (2) hours, in the event of an electrical outage.

11.4 Emergency Alert System. Grantee shall comply with the Emergency Alert System requirements of the FCC in order that emergency messages may be distributed over the System.

SECTION 12 - Enforcement of Franchise

12.1 Notice of Violation. In the event that the County believes that Grantee has not complied with the terms of the Franchise, the County shall informally discuss the matter with Grantee. If these discussions do not lead to resolution of the problem, the County shall notify Grantee in writing of the exact nature of the alleged noncompliance.

12.2 Grantee's Right to Cure or Respond. Grantee shall have thirty (30) days from receipt of the written notice described in Section 13.1 to: (i) respond to the County, if Grantee contests (in whole or in part) the assertion of noncompliance; (ii) cure such default; or (iii) in the event that, by the nature of default, such default cannot be cured within the thirty (30) day period, initiate reasonable steps to remedy such default and notify the County of the steps being taken and the projected date that they will be completed.

12.3 Enforcement. Subject to applicable federal and state law and the terms and conditions of this Agreement, the County may apply one or a combination of the following remedies if the County determines that the Grantee is in default of any provision of the Franchise:

12.3.1 Seek specific performance of any provision, which reasonably lends itself to such remedy, as an alternative to damages; or

12.3.2 Commence an action at law for monetary damages or seek other equitable relief; or

12.3.3. In the case of a substantial material default of a material provision of the Franchise, seek to revoke the Franchise in accordance with Section 12.4; or,

12.3.4. Assess liquidated damages, or apply any other remedy provided for in this Agreement or applicable federal, state or local laws.

12.4 Revocation. Should the County seek to revoke the Franchise, the County shall give written notice to Grantee of its intent. The notice shall set forth the exact nature of the noncompliance. The Grantee shall have ninety (90) days from such notice to object in writing and to state its reasons for such objection. In the event the County has not received a satisfactory response from Grantee, it may then seek termination of the Franchise at a public hearing. The County shall cause to be served upon the Grantee, at least thirty (30) days prior to such public hearing, a written notice specifying the time and place of such hearing and stating its intent to revoke the Franchise.

12.4.1 At the designated hearing, Grantee shall be provided a fair opportunity for full participation, in accordance with the standards and procedures then applicable for legislative matters before the County Council.

12.4.2 Following the public hearing, Grantee shall be provided up to thirty (30) days to submit its proposed findings and conclusions in writing and thereafter the County shall determine (i) whether an Event of Default has occurred; (ii) whether such Event of Default is excusable; and (iii) whether such Event of Default has been cured or will be cured by the Grantee. The County shall also determine whether to revoke the Franchise based on the information presented, or, where applicable, grant additional time to the Grantee to effect any cure. If the County determines that the Franchise shall be revoked, the County shall promptly provide Grantee with a written decision setting forth its reasoning. Grantee may appeal such determination of the County to an appropriate court, which shall have the power to review the decision of the County *de novo*. Grantee shall be entitled to such relief as the court finds appropriate. Such appeal must be taken within sixty (60) days of Grantee's receipt of the determination of the County.

12.4.3 The County may, at its sole discretion, take any lawful action which it deems appropriate to enforce the County's rights under the Franchise in lieu of revocation of the Franchise.

12.5 Performance Guarantees.

12.5.1 To ensure the performance of its obligations under this Franchise, the Grantee shall establish a security fund in the form of a letter of credit for the County in the amount of twenty thousand dollars (\$20,000) (the "Security Fund"). Recovery under the letter of credit shall be in accordance with the procedures set forth in Section 12.6.3. If at the time of

recovery under the letter of credit by the County, the amounts available are insufficient to provide the total payment towards which the withdrawal is directed, the balance of such payment shall continue as the obligation of the Grantee to the County until it is paid. Within thirty (30) days of being notified that any amount has been recovered by the County, the Grantee shall restore the letter of credit to the total amount specified above.

12.5.2 To further ensure the Grantee's faithful performance of its obligations hereunder, the Grantee shall obtain and maintain during the entire term of the Franchise, and any renewal or extensions thereof, a performance bond from a financial institution licensed to do business in Virginia in the amount of ten thousand dollars (\$10,000).

12.6. Liquidated Damages.

12.6.1 Because the Grantee's failure to comply with provisions of this Franchise may result in injury to the County and because it may be difficult to quantify the extent of such injury, the County and the Grantee agree that, subject to the procedures in Section 12.6.3, liquidated damages may be assessable against the Grantee for certain violations of provisions of this Franchise, and that such liquidated damages may be chargeable to the Grantee's Security Fund up to the limits specified below in the event of non-payment by the Grantee. On an annual basis from the Effective Date of the Franchise, liquidated damages in total will not exceed ten thousand dollars (\$10,000) (the "Liquidated Damages Cap"). The Grantee hereby agrees that the liquidated damages specified herein are reasonable and do not constitute a penalty or fine. The liquidated damages shall not apply when non-compliance is caused by Force Majeure events and shall only apply from the date of notice being provided to the Grantee unless otherwise provided for or consistent with the time periods of notice and cure specific to certain liquidated damages.

12.6.1.1 Failure to supply information, reports, or filings lawfully required under the Franchise: **\$50 per day** for each day the violation continues after the Grantee is given a thirty (30) day period to cure the failure and then written notice has been provided to the Grantee by the County of such continuing violation;

12.6.1.2 Failure to file, obtain, maintain or replenish the security fund in a timely fashion: **\$200 per day**, following a fourteen (14) day cure period;

12.6.1.3 For violation of applicable technical standards established by the FCC or other lawful authority: **\$100 per day** for each day the violation continues after a thirty (30) day cure period;

12.6.1.4 For each day during which the County determines that the Grantee has violated customer service standards pursuant to Exhibit B, except for those standards set forth in Subsection 12.6.1.5 below: \$200 per violation, following a seven (7) day cure period, except that such cure period does not apply to customer service standards that themselves provide a time to act or a specific cure period;

12.6.1.5 For failure to meet customer service standards with regard to telephone answering time, time to transfer a call to a customer service representative,-or excessive busy signals: if such standards are not met according to the terms in which

such standards are established in Exhibit B: \$100 for each quarter in which such standards were not met if the failure was by less than 5%; \$200 for each quarter in which such standards were not met if the failure was by 5% or more but less than 15%; and \$300 for each quarter in which such standards were not met if the failure was by 15% or more;

12.6.1.6 For failure to comply with the requirements for the provision of PEG programming: **\$50 per day.**

12.6.2 The County Administrator or the Board of Supervisors may reduce or waive any of the above-listed liquidated damages if the County Administrator or the Board of Supervisors determines that such waiver is in the best interests of the County.

12.6.3 If the County Administrator, following reasonable notice to the Grantee to cure any problem (except for specific notice periods as may be contained in this Agreement) that might result in liquidated damages pursuant to the Agreement, determines that the assessment of liquidated damages is justified, he or she shall issue to the Grantee, by certified mail, a notice of intention to assess liquidated damages. The notice shall set forth the basis of the assessment, and shall inform the Grantee that liquidated damages will be assessed from the date of the notice unless the assessment notice is appealed for hearing before the Board of Supervisors and the Board of Supervisors rules (1) that the violation has been corrected, or (2) that an extension of the time or other relief should be granted, or (3) the Board of Supervisors disagrees with the findings of the County Administrator. If the Grantee desires a hearing before the Board of Supervisors, it shall send a written notice of appeal, by certified mail, to the County Administrator within ten (10) days of the date on which the County Administrator sent the notice of intention to assess liquidated damages. After the hearing, if the Board of Supervisors sustains, in whole or in part, the County Administrator's assessment of liquidated damages, the Board of Supervisors may at any time thereafter draw upon the security fund for the amount reviewed by the Board of Supervisors after providing the Grantee thirty (30) days to pay said amount. Unless the County Administrator indicates to the contrary, said liquidated damages shall be assessed beginning with the date on which the County Administrator sent the notice of intention to assess liquidated damages and continuing thereafter until such time as the violation ceases, as determined by the County Administrator.

12.7 Technical Violation. The County agrees that it is not its intention to subject the Grantee to penalties, fines, forfeitures or revocation of the Franchise for so-called "technical" breach(es) or violation(s) of the Franchise, which shall include, but not be limited, to instances or for matters where a violation or a breach of the Franchise by the Grantee was good faith error that resulted in no or minimal negative impact on the Subscribers within the Franchise Area.

SECTION 13 - Miscellaneous Provisions

13.1 Force Majeure. The Grantee shall not be held in default under, or in noncompliance with, the provisions of the Franchise, nor suffer any enforcement or penalty relating to noncompliance or default (including termination, cancellation or revocation of the

Franchise), where such noncompliance or alleged defaults occurred or were caused by events which constitute a Force Majeure, as defined herein.

13.2 Notice. All notices shall be in writing and shall be sufficiently given and served upon the other party by hand delivery, first class mail, registered or certified, return receipt requested, postage prepaid, or by reputable overnight courier service and addressed as follows:

To the County:

Clarke County
101 Chalmers Court, Suite B
Berryville, VA 22611
Attn: County Administrator

To the Grantee:

Comcast
600 Hays Avenue
Staunton, Virginia 24401
Attn: Paul Comes/Government Affairs Department

With copies to:

Comcast Cable
7850 Walker Drive, 2nd Floor
Greenbelt, MD 20770
Attn: Government Affairs Department

And to:

Comcast Cable Northeast Division
676 Island Pond Rd.
Manchester, NH 03109
Attention: Government Affairs Department

13.3 Entire Agreement. This Franchise Agreement, including all Exhibits, embodies the entire understanding and agreement of the County and the Grantee with respect to the subject matter hereof and supersedes all prior understandings, agreements and communications, whether written or oral. If the terms of this Agreement are materially altered due to changes in governing law (including but not limited to the law of the Franchisors), then the parties shall negotiate in good faith to reconstitute this Agreement in a form that is consistent with such law and also, to the maximum extent possible, is consistent with the original intent of Franchisee and the Franchisors and preserves the benefits bargained for by each party.

13.4 Severability. If any section, subsection, sentence, clause, phrase, or other portion of this Franchise Agreement is, for any reason, declared invalid, in whole or in part, by any

court, agency, commission, legislative body, or other authority of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent portion. Such declaration shall not affect the validity of the remaining portions hereof, which other portions shall continue in full force and effect.

13.5 Incorporation by Reference.

13.5.1 All presently and hereafter applicable conditions and requirements of federal, State and local laws, including but not limited to the rules and regulations of the FCC and the Commonwealth of Virginia, as they may be amended from time to time, are incorporated herein by reference to the extent not enumerated herein. All such general laws, rules and regulations, as amended, shall control the interpretation and performance of this Franchise to the extent that any provision of this Franchise conflicts with or is inconsistent with such laws, rules or regulations.

13.5.2 Should the Commonwealth of Virginia, the federal government or the FCC require Grantee to perform or refrain from performing any act the performance or non-performance of which is inconsistent with any provisions herein, the County and Grantee will thereupon, if they determine that a material provision herein is affected, modify any of the provisions herein to reflect such government action.

13.5.3 Governing Law. This Franchise Agreement shall be deemed to be executed in the Commonwealth of Virginia, and shall be governed in all respects, including validity, interpretation and effect, and construed in accordance with, the laws of the Commonwealth of Virginia, as applicable to contracts entered into and performed entirely within the Commonwealth.

13.6 Modification. No provision of this Franchise Agreement shall be amended or otherwise modified, in whole or in part, except by an instrument, in writing, duly executed by the County and the Grantee, which amendment shall be authorized on behalf of the County through the adoption of an appropriate resolution or order by the County, as required by applicable law.

13.7 No Third-Party Beneficiaries. Nothing in this Franchise Agreement is or was intended to confer third-party beneficiary status on any member of the public to enforce the terms of this Franchise Agreement.

13.8 No Waiver of Rights.

13.8.1 The failure of the County on one or more occasions to exercise a right or to require compliance or performance under this Franchise Agreement, the Cable Ordinance or any other applicable law shall not be deemed to constitute a waiver of such right or a waiver of compliance or performance by the County, nor to excuse Grantee from complying or performing, unless such right or such compliance or performance has been specifically waived in writing.

13.8.2 The failure of the Grantee on one or more occasions to exercise a right under this Franchise Agreement or applicable law, or to require performance under this Franchise Agreement, shall not be deemed to constitute a waiver of such right or of performance

of this Agreement, nor shall it excuse the County from performance, unless such right or performance has been specifically waived in writing.

13.9 Administration. The administration of this Agreement shall be vested in the County Administrator, or his or her designee. When not otherwise prescribed herein, all matters herein required to be filed with the County shall be filed with the Manager County Administrator.

IN WITNESS WHEREOF, this Franchise Agreement has been executed by the duly authorized representatives of the parties as set forth below, as of the date set forth below:

Attest: Clarke County
By: _____
Name: _____
Title: _____

Attest: Comcast of California/Maryland/Pennsylvania/Virginia/West Virginia, LLC.
By: _____
Name: Mary McLaughlin
Title: Regional Senior Vice President
Date: _____

EXHIBIT A

COUNTY FACILITIES LOCATED IN THE COUNTY TO BE PROVIDED COURTESY CABLE SERVICE

| Location | Address | |
|-------------------------|------------------|----------------------|
| Blue Ridge Fire Station | 131 Retreat Rd | Bluemont, VA 20135 |
| Rec Center | 370 Al Smith Cir | Berryville, VA 22611 |
| Cooley Upper Campus | 34 Westwood Rd | Berryville, VA 22611 |
| Cooley Lower Campus | 240 Westwood Rd | Berryville, VA 22611 |

COUNTY FACILITIES LOCATED IN THE TOWN OF BERRYVILLE TO BE PROVIDED COURTESY CABLE SERVICE

| Location | Address | |
|--------------------------------|------------------|----------------------|
| Government Center | 101 Chalmers Ct | Berryville, VA 22611 |
| Sheriff's Office | 100 N Church St | Berryville, VA 22611 |
| Circuit Court Building | 102 N Church St | Berryville, VA 22611 |
| General District Court | 104 N Church St | Berryville, VA 22611 |
| Social Services | 311 E Main St | Berryville, VA 22611 |
| Old Library | 36 E Main St | Berryville, VA 22611 |
| Enders Fire | 9 S Buckmarsh St | Berryville, VA 22611 |
| Johnson-Williams Middle School | 200 Swan Ave | Berryville, VA 22611 |
| School Board Office | 309 W Main St | Berryville, VA 22611 |
| Pupil Personnel | 321 W Main St | Berryville, VA 22611 |
| Alternative Education | 317 W Main St | Berryville, VA 22611 |
| High School | 627 Mosby Blvd | Berryville, VA 22611 |

COUNTY FACILITIES LOCATED IN THE TOWN OF BOYCE TO BE PROVIDED COURTESY CABLE SERVICE

| | | |
|-------------------------|------------------|-----------------|
| Boyce Fire Station | 15 Greenway Ave. | Boyce, VA 22620 |
| Boyce Elementary School | 309 W. Main St. | Boyce, VA 22620 |
| Sewer Plant | 162 Howards Ln. | Boyce, VA 22620 |

EXHIBIT B

CUSTOMER SERVICE STANDARDS

SECTION 1: DEFINITIONS

A. Respond: Grantee's investigation of a Service Interruption by receiving a Subscriber call and opening a trouble ticket, if required.

B. Service Call: The action taken by the Grantee to correct a Service Interruption the effect of which is limited to an individual Subscriber.

C. Significant Outage: A significant outage of the Cable Service shall mean any Service Interruption lasting at least four (4) continuous hours that affects at least ten percent (10%) of the Subscribers in the Franchise Area.

D. Standard Installation: Installations where the Subscriber is within two hundred (200) feet of trunk or feeder lines.

E. Normal Operating Conditions: Those service conditions which are within the control of the Franchisee. Those conditions which are not within the control of the Franchisee include, but are not limited to, natural disasters, civil disturbances, power outages, telephone network outages, and severe or unusual weather. Those conditions which are ordinarily within the control of the Franchisee include, but are not limited to, special promotions, pay-per-view events, rate increases, regular peak or seasonal demand periods, and maintenance or upgrade of the Cable System.

SECTION 2: TELEPHONE AVAILABILITY

A. The Grantee shall maintain a toll-free number to receive all calls and inquiries from Subscribers in the Franchise Area and/or residents regarding Cable Service. Grantee representatives trained and qualified to answer questions related to Cable Service in the Franchise Area must be available to receive reports of Service Interruptions twenty-four (24) hours a day, seven (7) days a week, and other inquiries at least forty-five (45) hours per week. Grantee representatives shall identify themselves by name when answering this number.

B. The Franchisee's toll-free telephone numbers will appear on Subscriber bills, the Franchisee's website and in the annual notice.

C. Grantee may use an Automated Response Unit ("ARU") or a Voice Response Unit ("VRU") to distribute calls. If a foreign language routing option is provided, and the

Subscriber does not enter an option, the menu will default to the first tier menu of English options.

After the first tier menu (not including a foreign language rollout), if Subscribers do not select any option, the ARU or VRU will forward the call to a queue for a live representative. The Grantee may reasonably substitute this requirement with another method of handling calls from Subscribers who do not have touch-tone telephones.

D. Under Normal Operating Conditions, calls received by the Grantee shall be answered within thirty (30) seconds. The Grantee shall meet this standard for ninety percent (90%) of the calls it receives at all call centers receiving calls from Subscribers in the County, as measured on a cumulative quarterly calendar basis. Measurement of this standard shall include all calls received by the Grantee at all call centers receiving calls from Subscribers in the County, whether they are answered by a live representative, by an automated attendant, or abandoned after 30 seconds of call waiting.

E. Under Normal Operating Conditions, callers to the Grantee shall receive a busy signal no more than three (3%) percent of the time during any calendar quarter.

F. Upon request from the County, but in no event more than once a quarter thirty (30) days following the end of each quarter, the Grantee shall report to the County the following for all call centers receiving calls from Subscribers except for temporary telephone numbers set up for national promotions:

(1) Percentage of calls answered within thirty (30) seconds as set forth in Subsection 2.D.

(2) Percentage of time Subscribers received busy signal when calling the customer service center as set forth in Subsection 2.E.

Subject to consumer privacy requirements, underlying activity will be made available to the County for review upon reasonable request.

G. At the Grantee's option, the measurements and reporting above may be changed from calendar quarters to billing or accounting quarters. The Grantee shall notify the County of such a change at least thirty (30) days in advance of any implementation.

SECTION 3: INSTALLATIONS AND SERVICE APPOINTMENTS

A. All installations will be in accordance with FCC rules, including but not limited to, appropriate grounding, connection of equipment to ensure reception of Cable Service, and the provision of required consumer information and literature to adequately inform the Subscriber in the utilization of the Grantee-supplied equipment and Cable Service. Drop wires in underground service areas that are temporarily placed above ground shall be buried within thirty (30) calendar days of the date and time of the temporary installation, except in those situations where weather conditions make trenching impractical.

B. Under Normal Operating Conditions, Standard Installations shall be performed within seven (7) business days after an order is placed.

The Grantee shall meet this standard under Normal Operating Conditions for ninety-five percent (95%) of the Standard Installations it performs, as measured on a calendar quarter basis.

C. The Grantee shall provide the County with a report upon request from the County, but in no event more than once a quarter thirty (30) days following the end of each quarter, noting the percentage of Standard Installations completed within the seven (7) day period. Those requested outside of the seven (7) day period by the Subscriber will be included as compliant. Subject to consumer privacy requirements, underlying activity will be made available to the County for review upon reasonable request.

At the Grantee's option, the measurements and reporting of above may be changed from calendar quarters to billing or accounting quarters. The Grantee shall notify the County of such a change not less than thirty (30) days in advance.

D. The Grantee will offer Subscribers "appointment window" alternatives for arrival to perform installations, Service Calls and other activities of a maximum four (4) hours scheduled time block during appropriate daylight available hours, usually beginning at 8:00 AM unless it is deemed appropriate to begin earlier by location exception. At the Grantee's discretion, the Grantee may offer Subscribers appointment arrival times other than these four (4) hour time blocks, if agreeable to the Subscriber. These hour restrictions do not apply to weekends.

E. Upon the Subscriber's request, the Grantee's service representatives will have the ability to issue service credits, at their sole discretion, to address Subscriber complaints related to missed appointments.

F. Under Normal Operating Conditions, the Grantee may not cancel an appointment with a Subscriber after the close of business on the business day prior to the scheduled appointment. If the Grantee representative is running late for an appointment with a Subscriber and will not be able to keep the appointment as scheduled, the Subscriber shall be contacted. The appointment shall be rescheduled, as necessary, at a time which is convenient for the Subscriber.

G. Between the time a new Subscriber is signed up for service and the time service is installed, he or she shall be afforded a right of rescission.

SECTION 4: SERVICE INTERRUPTIONS AND OUTAGES

A. The Grantee shall exercise commercially reasonable efforts to limit any Significant Outage for the purpose of maintaining, repairing, or constructing the Cable System. Except in an emergency or other situation necessitating a more expedited or alternative

notification procedure, the Grantee may schedule a Significant Outage for a period of more than four (4) hours during any twenty-four (24) hour period only after the County and each affected Subscriber in the Franchise Area have been given fifteen (15) days prior notice of the proposed Significant Outage. Notwithstanding the foregoing, Franchisee may perform modifications, repairs and upgrades to the System without prior notification between 12.01 a.m. and 6 a.m., which may interrupt service.

B. Grantee representatives who are capable of responding to Service Interruptions must be available to Respond twenty-four (24) hours a day, seven (7) days a week.

C. Under Normal Operating Conditions, the Grantee must Respond to a call from a Subscriber regarding a Service Interruption or other service problems within the following time frames:

(1) Within twenty-four (24) hours, including weekends, of receiving Subscriber calls respecting Service Interruptions in the Franchise Area.

(2) The Grantee must begin actions to correct all other Cable Service problems the next business day after notification by the Subscriber or the County of a Cable Service problem.

D. Under Normal Operating Conditions, the Grantee shall complete Service Calls within seventy-two (72) hours of the time Grantee commences to Respond to the Service Interruption, not including weekends and situations where the Subscriber is not reasonably available for a Service Call to correct the Service Interruption.

E. The Grantee shall meet the standard in Subsection D. of this Section for ninety percent (90%) of the Service Calls it completes, as measured on a quarterly basis.

F. The Grantee shall provide the County with a report upon request from the County, but in no event more than once a quarter within thirty (30) days following the end of each calendar quarter, noting the percentage of Service Calls completed within the seventy-two (72) hour period not including Service Calls where the Subscriber was reasonably unavailable for a Service Call within the seventy-two (72) hour period as set forth in this Section. Subject to consumer privacy requirements, underlying activity will be made available to the County for review upon reasonable request. At the Grantee's option, the above measurements and reporting may be changed for calendar quarters to billing or accounting quarters. The Grantee shall notify the County of such a change at least thirty (30) day in advance.

G. Under Normal Operating Conditions, the Grantee shall provide a credit upon Subscriber request when all Channels received by that Subscriber are out of service for a period of four (4) consecutive hours or more. The credit shall equal, at a minimum, a proportionate amount of the affected Subscriber(s) current monthly bill. In order to qualify for the credit, the Subscriber must promptly report the problem and allow the Grantee to verify the problem if requested by the Grantee. If Subscriber availability is required for repair, a credit will not be provided for such time, if any, that the Subscriber is not reasonably available.

H. Under Normal Operating Conditions, if a Significant Outage affects all Video Programming Cable Services for more than twenty-four (24) consecutive hours, the Grantee shall issue a credit to every affected Subscriber who contacts the Grantee in connection with such Outage, including, without limitation, to notify Grantee of the Outage, to request a credit, or to inquire as to the remedies available for loss of service related to the Outage. The credit shall be in the amount equal to the respective Subscriber's monthly recurring charges for the proportionate time the Cable Service was out, or in the amount equal to the charge for the basic plus enhanced basic level of service for the proportionate time the Cable Service was out, whichever is technically feasible or, if both are technically feasible, as determined by Grantee provided such determination is non-discriminatory. Such credit shall be reflected on Subscriber billing statements within the next available billing cycle following the outage. Failure to provide a credit in a timely manner in accordance with this section shall be deemed a violation of customer service standards, and subject to all applicable remedies, including, without limitation, liquidated damages pursuant to Section 13.7.1.5 of the Franchise Agreement.

I. With respect to service issues concerning Cable Services provided to County facilities, Grantee shall Respond to all inquiries from the County within four (4) hours and shall commence necessary repairs within twenty-four (24) hours under Normal Operating Conditions. If such repairs cannot be completed within twenty-four (24) hours, the Grantee shall notify the County in writing as to the reason(s) for the delay and provide an estimated time of repair.

J. The Grantee shall keep maintenance crew and repair staff to meet the Grantee's obligations under these Customer Service Standards.

SECTION 5: CUSTOMER COMPLAINTS

Under Normal Operating Conditions, the Grantee shall investigate Subscriber complaints referred by the County within seventy-two (72) hours. The Grantee shall notify the County of those matters that necessitate an excess of seventy-two (72) hours to resolve, but those matters must be resolved within fifteen (15) days of the initial complaint. The County may require reasonable documentation to be provided by the Grantee to substantiate the request for additional time to resolve the problem. For purposes of this Section, "resolve" means that the Grantee shall perform those actions, which, in the normal course of business, are necessary to investigate the Subscriber's complaint and advise the Subscriber of the results of that investigation.

SECTION 6: BILLING

A. Subscriber bills must be itemized to describe Cable Services purchased by Subscribers and related equipment charges. Bills shall clearly delineate activity during the billing period, including optional charges, rebates, credits, and aggregate late charges. Grantee shall, without limitation as to additional line items, be allowed to itemize as separate line items, Franchise fees, taxes and/or other governmentally imposed fees. The Grantee shall maintain records of the date and place of mailing of bills.

B. Every Subscriber with a current account balance sending payment directly to Grantee shall be given at least twenty (20) days from the date statements are mailed to the Subscriber until the payment due date.

C. A specific due date shall be listed on the bill of every Subscriber whose account is current. Delinquent accounts may receive a bill which lists the due date as upon receipt; however, the current portion of that bill shall not be considered past due except in accordance with Subsection 6.B. above.

D. Any Subscriber who, in good faith, disputes all or part of any bill shall have the option of withholding the disputed amount without disconnect or late fee being assessed until the dispute is resolved provided that:

(1) The Subscriber pays all undisputed charges;

(2) The Subscriber provides notification of the dispute to Grantee within five (5) days prior to the due date; and

(3) The Subscriber cooperates in determining the accuracy and/or appropriateness of the charges in dispute.

(4) It shall be within the Grantee's sole discretion to determine when the dispute has been resolved.

E. Under Normal Operating Conditions, the Grantee shall initiate investigation and resolution of all billing complaints received from Subscribers within five (5) business days of receipt of the complaint. Final resolution shall not be unreasonably delayed.

F. The Grantee shall provide a telephone number and address on the bill for Subscribers to contact the Grantee. The County, furthermore, hereby requests that Grantee omit publishing information specified in 47 C.F.R. § 76.952.

G. The Grantee shall forward a copy of any Cable Service related billing inserts or other mailing sent to Subscribers to the County upon written request.

H. The Grantee shall provide all Subscribers with the option of paying for Cable Service by check or an automatic payment option where the amount of the bill is automatically deducted from a checking account designated by the Subscriber. Grantee may in the future, at its discretion, permit payment by using a major credit card on a preauthorized basis. Based on credit history, at the option of the Grantee, the payment alternative may be limited.

SECTION 7: DEPOSITS, REFUNDS AND CREDITS

A. The Grantee may require refundable deposits from Subscribers with 1) a poor credit or poor payment history, 2) who refuse to provide credit history information to the

Grantee, or 3) who rent Subscriber equipment from the Grantee, so long as such deposits are applied on a non-discriminatory basis.

B. The Grantee shall refund or credit the Subscriber for the amount of the deposit collected for equipment, which is unrelated to poor credit or poor payment history, after one year and provided the Subscriber has demonstrated good payment history during this period. The Grantee shall pay interest on other deposits if required by law.

C. Under Normal Operating Conditions, refund checks will be issued within next available billing cycle following the resolution of the event giving rise to the refund, (e.g. equipment return and final bill payment).

D. Credits for Cable Service will be issued no later than the Subscriber's next available billing cycle, following the determination that a credit is warranted, and the credit is approved and processed. Such approval and processing shall not be unreasonably delayed.

E. Bills shall be considered paid when appropriate payment is received by the Grantee or its authorized agent. Appropriate time considerations shall be included in the Grantee's collection procedures to assure that payments due have been received before late notices or termination notices are sent.

SECTION 8: RATES, FEES AND CHARGES

A. The Grantee shall not, except to the extent expressly permitted by law, impose any fee or charge for Service Calls to a Subscriber's premises to perform any repair or maintenance work related to Grantee equipment necessary to receive Cable Service, except where such problem is caused by a negligent or wrongful act of the Subscriber (including, but not limited to a situation in which the Subscriber reconnects Grantee equipment incorrectly) or by the failure of the Subscriber to take reasonable precautions to protect the Grantee's equipment (for example, a dog chew).

B. The Grantee shall provide reasonable notice to Subscribers of the possible assessment of a late fee on bills or by separate notice.

SECTION 9: DISCONNECTION /DENIAL OF SERVICE

A. The Grantee shall not terminate Cable Service for nonpayment of a delinquent account unless the Grantee provides a notice of the delinquency and impending termination. The notice shall be mailed to the Subscriber to whom the Cable Service is billed. The notice of delinquency and impending termination may be part of a billing statement.

B. Cable Service terminated in error must be restored without charge within twenty-four (24) hours of notice. If a Subscriber was billed for the period during which Cable Service was terminated in error, a credit shall be issued to the Subscriber if the Service Interruption was reported by the Subscriber.

C. Nothing in these standards shall limit the right of the Grantee to deny Cable Service for non-payment of previously provided Cable Services, refusal to pay any required deposit, theft of Cable Service, damage to the Grantee's equipment, abusive and/or threatening behavior toward the Grantee's employees or representatives, or refusal to provide credit history information or refusal to allow the Grantee to validate the identity, credit history and credit worthiness via an external credit agency.

D. Charges for Cable Service will be discontinued at the time of the requested termination of service by the Subscriber, except equipment charges may be applied until equipment has been returned. No period of notice prior to requested termination of service can be required of Subscribers by the Grantee. No charge shall be imposed upon the Subscriber for or related to total disconnection of Cable Service or for any Cable Service delivered after the effective date of the disconnect request, unless there is a delay in returning Grantee equipment or early termination charges apply pursuant to the Subscriber's service contract. If the Subscriber fails to specify an effective date for disconnection, the Subscriber shall not be responsible for Cable Services received after the day following the date the disconnect request is received by the Grantee. For purposes of this subsection, the term "disconnect" shall include Subscribers who elect to cease receiving Cable Service from the Grantee and to receive Cable Service or other multi-channel video service from another Person or entity.

SECTION 10: COMMUNICATIONS WITH SUBSCRIBERS

A. All Grantee personnel, contractors and subcontractors contacting Subscribers or potential Subscribers outside the office of the Grantee shall wear a clearly visible identification card bearing their name and photograph. The Grantee shall make reasonable effort to account for all identification cards at all times. In addition, all Grantee representatives shall wear appropriate clothing while working at a Subscriber's premises. Every service vehicle of the Grantee and its contractors or subcontractors shall be clearly identified as such to the public. Specifically, Grantee vehicles shall have the Grantee's logo plainly visible. The vehicles of those contractors and subcontractors working for the Grantee shall have the contractor's / subcontractor's name plus markings (such as a magnetic door sign) indicating they are under contract to the Grantee.

B. All contact with a Subscriber or potential Subscriber by a Person representing the Grantee shall be conducted in a courteous manner.

C. The Grantee shall send annual notices to all Subscribers informing them that any complaints or inquiries not satisfactorily handled by the Grantee may be referred to the County.

D. All notices identified in this Section shall be by either:

(1) A separate document included with a billing statement or included on the portion of the monthly bill that is to be retained by the Subscriber; or

(2) A separate electronic notification.

E. The Grantee shall provide reasonable notice to Subscribers of any pricing changes or additional changes (excluding sales discounts, new products or offers) and, subject to the forgoing, any changes in Cable Services, including channel line-ups. Such notice must be given to Subscribers a minimum of thirty (30) days in advance of such changes if within the control of the Grantee, and the Grantee shall provide a copy of the notice to the County including how and where the notice was given to Subscribers.

F. The Grantee shall provide information to all Subscribers about each of the following items at the time of installation of Cable Services, annually to all Subscribers, at any time upon request, and, subject to Subsection 10.E., at least thirty (30) days prior to making significant changes in the information required by this Section if within the control of the Grantee:

(1) Products and Cable Service offered;

(2) Prices and options for Cable Services and condition of subscription to Cable Services. Prices shall include those for Cable Service options, equipment rentals, program guides, installation, downgrades, late fees and other fees charged by the Grantee related to Cable Service;

(3) Installation and maintenance policies including, when applicable, information regarding the Subscriber's in-home wiring rights during the period Cable Service is being provided;

(4) Channel positions of Cable Services offered on the Cable System;

(5) Complaint procedures, including the name, address and telephone number of the County, but with a notice advising the Subscriber to initially contact the Grantee about all complaints and questions;

(6) Procedures for requesting Cable Service credit;

(7) The availability of a parental control device;

(8) Grantee practices and procedures for protecting against invasion of privacy; and

(9) The address and telephone number of the Grantee's office to which complaints may be reported.

A copy of all notices to Subscribers required by this Subsection 10.F. will be given to the County as soon as possible.

G. Notices of changes in rates shall indicate the Cable Service new rates and old rates, if applicable.

H. Notices of changes of Cable Services and/or Channel locations shall include a description of the new Cable Service, the specific channel location, and the hours of operation of the Cable Service if the Cable Service is only offered on a part-time basis. In addition, should the channel location, hours of operation, or existence of other Cable Services be affected by the introduction of a new Cable Service, such information must be included in the notice.

I. Every notice of termination of Cable Service shall include the following information:

- (1) The name and address of the Subscriber whose account is delinquent;
- (2) The amount of the delinquency for all services billed;
- (3) The date by which payment is required in order to avoid termination of Cable Service; and,
- (4) The telephone number for the Grantee where the Subscriber can receive additional information about their account and discuss the pending termination.

Clarke County Board of Supervisors

Citizen Comment Period

ZONING ORDINANCE TEXT AMENDMENT (TA-16-03)
Addition of Farm Distilleries as a Permitted Use in the AOC and FOC Districts;
Use of Waterworks by Farm Breweries, Farm Wineries, and Farm Distilleries
October 18, 2016 Board of Supervisors Meeting – PUBLIC HEARING
STAFF REPORT – Department of Planning

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

Description:

Proposed text amendment to amend §3-A-1-a, Agricultural-Open Space-Conservation District (AOC); §3-A-2-a, Forestal-Open Space Conservation District (FOC); §3-A-1-e and §3-A-2-e, Installation of Waterworks or Sewerage System & Treatment Works; §3-C, Supplementary Regulations; and §9-B, Definitions, of the Zoning Ordinance. The amendment serves two purposes:

1. To create a new permitted use, “farm distilleries,” in the AOC and FOC Districts, and to define and establish supplementary regulations for the use. Language is included to require zoning approval and issuance of a business license prior to operating a farm distillery including provision of approved private well and onsite septic system permits issued by the Virginia Department of Health.
2. To allow the use of a waterworks by farm breweries, farm wineries, and farm distilleries in the AOC and FOC Districts. This allowance is necessary in order to avoid potential conflicts with Code of Virginia regulations on these uses. The amendment also revises the definition of “waterworks” for clarification purposes.

Requested Action:

Conduct scheduled Public Hearing and take formal action on the proposed text amendment. Staff has no outstanding concerns with the adoption of this text amendment.

Staff Discussion/Analysis:

This text amendment was prepared by the Planning Commission and Staff at the request of the Board of Supervisors. The Board at their April 11 work session requested the Commission to address a potential conflict between the Code of Virginia’s pre-emption of local government regulatory authority over farm wineries and farm breweries and the County’s prohibition on the use of “waterworks” by uses in the Agricultural-Open Space-Conservation (AOC) District. During the review of this issue, it was also determined that similar regulations and pre-emptions of local government authority had been extended to “farm distilleries” by the General Assembly – a use that is not currently recognized in the County Zoning Ordinance.

These two issues are addressed by this proposed text amendment and are presented separately below.

Addition of Farm Distilleries as a New Permitted Use in the AOC and FOC Districts

In 2015, the General Assembly added new language to the Code of Virginia (15.2-2288.3:2) that limits local regulation of the holders of “limited distiller’s licenses” in accordance with the Alcoholic Beverage Control Act (4.1-206). These new regulations mirror recently adopted rules limiting local regulation of farm wineries and farm breweries, essentially mandating that localities allow “farm distilleries” as a by-right use in agricultural zoning districts. Similar to farm wineries and farm breweries, State regulation of farm distilleries is as follows:

- Licenses are issued under the category of “limited distiller” and are limited to production of alcoholic beverages other than wine or beer at a maximum of 36,000 gallons per calendar year.
- The distillery must be located on land zoned agricultural and owned or leased by the distillery or its owner.
- Agricultural products used by the distillery in the manufacturing process must be grown on the farm (no language is included to quantify the minimum amount of agricultural products to be produced on the farm).
- Localities cannot regulate:
 - Production and harvesting of agricultural products and the manufacturing of alcoholic products other than wine or beer.
 - On-premises sale, tasting, or consumption of such beverages.
 - Sale and shipment of such beverages.
 - Storage and warehousing of such beverages.
 - Sale of items related to alcoholic beverages other than wine or beer that are incidental to the sale of such beverages.
- Localities may exempt distilleries from minimum parking, road access, or road upgrade requirements.

Since the Code of Virginia limits the degree to which localities may regulate farm distilleries in a very similar manner to State regulations regarding farm breweries and farm wineries, Staff recommends the addition of farm distilleries as a permitted use in the AOC and FOC Districts. Text amendment language is proposed in a similar fashion as the recently adopted farm brewery regulations and mirrors the regulatory scope set forth in the Code of Virginia. The text amendment accomplishes the following:

- Defines a “farm distillery” as an establishment that is regulated under a limited distiller’s license by the Commonwealth for the production of alcoholic beverages other than wine or beer.
- Establishes farm distilleries as permitted uses in the AOC and FOC Districts.

- Creates supplementary regulations for farm distilleries that mirror the activities listed in the Code of Virginia that localities cannot regulate. As noted above, this would include:
 - Manufacture of alcoholic beverages other than wine or beer at a maximum of 36,000 gallons per calendar year, and production of agricultural products used in the making of such alcoholic beverages.
 - Onsite sale, tasting and consumption of such beverages.
 - Direct sale and shipment of such beverages in accordance with state and federal laws.
 - Storing/warehousing of such beverages.
 - Sale of items related to alcoholic beverages other than wine or beer that are incidental to the sale of such beverages.

- Requires zoning approval and issuance of a County business license prior to commencing operations of a farm distillery. As a condition of zoning approval, copies of approved onsite private well and septic system permits issued by the Virginia Department of Health must be provided for both domestic and process operations.

- Notes that farm distilleries must obtain special event permits for any events that meet the requirement for such permit as defined in the County Code.

Commissioners also requested Staff to provide additional information on two issues that are addressed separately below:

Regulation of Food Preparation and Sales

Food preparation and sales at farm wineries, farm breweries, and farm distilleries are regulated under State law by two agencies – the Virginia Department of Agriculture and Consumer Services (VDACS) and the Virginia Department of Health (VDH). Each department’s regulatory authority depends upon the nature of the food preparation and sale and in some cases, regulatory oversight can overlap. VDACS regulates all establishments which manufacture, sell, expose, or offer food and drink products for sale (Code of Virginia §3.2-5100). VDH is responsible for inspecting restaurants including any place where food is served to the public, whether on or off premises, and any place where food is prepared (Code of Virginia §35.1-1 and 35.1-5).

Two memorandums of understanding (MOUs) were adopted in 2015 between the agencies to help clarify and distinguish their individual regulatory responsibilities. Per the MOUs, farm wineries, farm breweries, and farm distilleries are inspected by VDACS so long as the food service qualifies for inspection under the following criteria:

- Packaged food items such as sandwiches, crackers and similar items served “as is” or require reheating only.

- Ready to eat food items that are unpackaged or have their packaging removed to allow for limited preparation and/or reheating for immediate service only. Food preparation shall be limited to cutting, slicing and sandwich assembly.

Any operation that exceeds the above parameters for limited preparation “to the extent that they resemble a restaurant” will be inspected and permitted by VDH.

For the purposes of County zoning ordinance enforcement, farm wineries and farm breweries are permitted to sell food items provided that they fall under the criteria set forth above for VDACS oversight. Any farm winery or farm brewery proposing food service requiring VDH oversight would be considered a “restaurant,” which is not an allowed use in the AOC or FOC Districts unless operated under a “country inn” special use permit. If this text amendment is ultimately adopted by the Board of Supervisors, this regulatory approach would be extended to farm distilleries.

Minimum Lot Size Regulation

Commissioners also inquired as to whether the Code of Virginia allows localities to establish minimum lot size requirements for farm wineries, farm breweries, and farm distilleries. These uses are recognized as “agricultural activities” and the Code allows localities to create minimum lot sizes for the land area used for the activities. There is also no specific prohibition on lot size regulation in the applicable Code sections for these uses.

Per the County Attorney, the Code does establish a standard for local restrictions on farm wineries, farm breweries, and farm distilleries. Any regulation “shall be reasonable and shall take into consideration the economic impact of such restriction” and the agricultural nature of the activity. Neither the proposed farm distillery regulations nor the current Zoning Ordinance provisions for farm wineries and farm breweries establish a minimum lot size. If one is proposed to be established, it would have to meet this standard of review.

Waterworks Usage by Farm Breweries, Farm Wineries, and Farm Distilleries

An issue was brought to Planning Staff’s attention regarding the Zoning Ordinance’s prohibition on the installation of a waterworks for uses in the Agricultural-Open Space-Conservation (AOC) District. An identical provision is included in the Forestal-Open Space-Conservation (FOC) District regulations at §3-A-2-e.

The ordinance provision reads as follows:

§3-A-1-e, Installation of Waterworks or Sewerage System & Treatment Works

No use in this District commencing operation after 1 July 1997 shall result in the installation of Waterworks or Sewerage System & Treatment Works.

The term, “waterworks,” is defined in the Zoning Ordinance and is similar to the Virginia Department of Health’s (VDH) regulations for “waterworks.” The lone difference in the Zoning Ordinance is the prohibition on piped water for “the public” as listed in subsection a. The current definition reads as follows:

A system that serves piped water for drinking or domestic use

- a. the public;*
- b. at least 15 connections; or*

- c. *an average of 25 individuals for at least 60 days out of the year, and shall include all structures, equipment, and appurtenances used in the storage, collection, purification, treatment, and distribution of pure water (except the piping and fixtures inside the building where such water is delivered).*

The specific issue raised involves VDH's regulation of farm breweries and potentially farm wineries – by-right uses in the AOC and FOC Districts. These uses are now being required by VDH to utilize a well system that meets the definition of “waterworks” for drinking and domestic water uses. This is a recent policy shift that has occurred since the adoption of the farm breweries text amendment in 2015. This policy apparently does not extend to water that is used in the manufacturing process.

The County's prohibition on the use of “waterworks” would potentially be in conflict with Code of Virginia §15.2-2288.3 and §15.2-2288.3:1 – the sections of State code that limit a locality's ability to regulate certain activities of farm wineries and farm breweries. Since the nature of farm breweries and farm wineries is to be open to the public for tastings throughout the year, there is concern that the prohibition on the use of “waterworks” in the AOC and FOC Districts is in conflict with State regulations for these uses and would prevent them from operating as intended. The State regulations that require these uses to be allowed by-right in agricultural zoning districts also allow them to be open to the public and to offer tastings as part of their usual and customary activities.

To address this issue, Staff recommends a text amendment that would exempt farm breweries and farm wineries from the waterworks prohibition in the AOC and FOC Districts. The prohibition on usage of a “sewerage system and treatment works” would remain as there is no conflict with VDH regulations or policies regarding onsite septic systems. Staff is also proposing minor amendments to the definition of “waterworks” for clarification purposes.

Staff's proposed language is narrowly drawn to remove the waterworks prohibition only for by-right farm breweries and farm wineries in an effort to avoid conflicting with State law requirements. The amendment would not extend to any other permitted or special uses in the AOC and FOC Districts. Staff did not identify any potential environmental concerns with allowing a waterworks to be used in this limited fashion with VDH regulation and oversight. Staff does note that the greater concern would be the impact on water quality of allowing a “sewerage system and treatment works” in the AOC and FOC Districts, and we do not recommend making any changes to this prohibition.

Staff notes that this issue is also likely to impact farm distilleries – a new permitted use that is also proposed with this text amendment. The proposed waterworks regulations text amendment language has been drafted to include farm distilleries in addition to farm breweries and farm wineries.

Planning Commission Recommendation:

Following a duly advertised Public Hearing on September 2, 2016, the Planning Commission voted 9-0-2 (Ohrstrom, Malone absent) to recommend adoption of the proposed text amendment.

Staff Recommendation:

Staff has no outstanding concerns with the adoption of the text amendment.

History:

- July 1, 2016.** Commission voted 9-0-2 (Caldwell, Turkel absent) to set public hearing for the Commission’s September 2, 2016 meeting.
- September 2, 2016.** Commission voted 9-0-2 (Ohrstrom, Malone absent) to recommend adoption of the proposed text amendment.
- September 20, 2016.** Board voted 4-0-1 (McKay absent) to schedule Public Hearing for the Board’s October 18, 2016 meeting.
- October 18, 2016.** Placed on the Board’s regular meeting agenda and advertised for Public Hearing.
-

Zoning Ordinance Amendment Text (proposed changes in bold italics with strikethroughs where necessary):

FARM DISTILLERIES

3-A-1 Agricultural-Open Space-Conservation District -- AOC

- 3-A-1-a Permitted Uses and Structures
1. Principal Uses and Structures
 - f. Wineries, Farm
 - g. Breweries, Farm
 - h. Distilleries, Farm***

3-A-2 Forestal-Open Space-Conservation District -- FOC

- 3-A-2-a Permitted Uses and Structures (FOC District)
1. Principal Uses and Structures
 - f. Wineries, Farm
 - g. Breweries, Farm
 - h. Distilleries, Farm***

3-C Supplementary Regulations

3-C-2-pp *Distilleries, Farm*

1. **Permitted Activities.** *A Farm Distillery may include the following activities:*
 - a. *The production and harvesting of agricultural products and the manufacturing of alcoholic beverages other than wine or beer;*
 - b. *The on-premises sale, tasting, or consumption of alcoholic beverages other than wine or beer during regular business hours in accordance with a contract between a distiller and the Alcoholic Beverage Control Board pursuant to the provisions of Subsection D of Code of Virginia §4.1-119;*
 - c. *The sale and shipment of alcoholic beverages other than wine or beer to licensed wholesalers and out-of-state purchasers in accordance with Title 4.1, regulations of the Alcoholic Beverage Control Board, and Federal law;*
 - d. *The storage and warehousing of alcoholic beverages other than wine or beer in accordance with Title 4.1, regulations of the Alcoholic Beverage Control Board, and Federal law; or*
 - e. *The sale of items related to alcoholic beverages other than wine or beer that are incidental to the sale of such alcoholic beverages.*
2. **Zoning Approval for Farm Distilleries.** *Prior to commencing operations, the owner of a farm distillery shall obtain zoning approval from the Department of Planning and a business license from the Commissioner of Revenue. As a prerequisite for zoning approval, the owner shall provide copies of approved private well and onsite septic system permits issued by the Virginia Department of Health for both domestic and process operations.*
3. **Special Events Conducted at Farm Distilleries.** *The owner or occupant of the property shall obtain such permit as required by Clarke County Code Chapter 57 (unless exempt under the provisions of §57.3.2) for an activity/event that is not primarily the on-premises sale, tasting, or consumption of alcoholic beverages other than wine or beer during regular business hours within the normal course of business of the farm distillery, but which constitutes a Special Event as defined in §57.2.*

9-B Definitions

DISTILLERY, FARM: *An establishment that produces alcoholic beverages other than wine or beer and is licensed as a limited distiller by the Commonwealth of Virginia.*

WATERWORKS REGULATIONS

Zoning Ordinance Amendment Text (proposed changes in bold italics with strikethroughs where necessary):

§3-A-1-e, Installation of Waterworks or Sewerage System & Treatment Works

No use in this District commencing operation after ~~1~~ July ***1***, 1997 shall result in the installation of Waterworks or Sewerage System & Treatment Works. ***The prohibition on Waterworks usage shall not apply to farm breweries, farm wineries, and farm distilleries allowed as permitted uses by §3-A-1-a-1.***

§3-A-2-e, Installation of Waterworks or Sewerage System & Treatment Works

No use in this District commencing operation after July 1, 1997 shall result in the installation of Waterworks or Sewerage System & Treatment Works. ***The prohibition on Waterworks usage shall not apply to farm breweries, farm wineries, and farm distilleries allowed as permitted uses by §3-A-2-a-1.***

9-B Definitions

§9-B-193 Waterworks

A system that serves piped water for drinking or domestic use ***for:***

- a. the public; ***or***
- b. at least 15 connections; or
- c. an average of 25 individuals for at least 60 days out of the year, ~~***and.***~~

A waterworks shall include all structures, equipment, and appurtenances used in the storage, collection, purification, treatment, and distribution of pure water (except the piping and fixtures inside the building where such water is delivered).

Clarke County Board of Supervisors

Adjournment

Clarke County Board of Supervisors

Monthly Reports:

- 1. Building Department**
- 2. Commissioner of the Revenue**
- 3. Economic Development**
- 4. Fire & EMS**
- 5. Virginia Regional Transit**

Supervisors Note: 2016 Legislative Priorities added to monthly reports; review scheduled for November 3, 2016 meeting.

RESIDENTIAL CONSTRUCTION

NEW SINGLE FAMILY

| Owner/Address | Description/Parcel ID | Estimated Value |
|--|----------------------------------|-----------------|
| BAKER, TOM & MICHELLE 160 VICTORY FARM LANE BLUEMONT 20135 | NEW RESIDENCE SINGLE 32 A 65A | 67,590 |
| DELRE, JOHN W. 2520 SALEM CHURCH RD. BOYCE 22620 | NEW RESIDENCE SINGLE 12A 16A | 182,942 |
| RICHMOND AMERICAN HOMES OF VIRGINIA, INC. 774 MCGUIRE CIRCLE BERRYVILLE 22611 | NEW RESIDENCE SINGLE 14C 1 50 | 532,603 |
| TOTALS: | 3 | 783,135 |
| TOTAL NEW RESIDENTAL CONSTRUCTION: | 3 | 783,135 |

RESIDENTIAL RENOVATIONS

| Owner/Address | Description/Parcel ID | Estimated Value |
|---|---------------------------------------|-----------------|
| QUASEBARTH, CHRIS 129 ROSEMONT CIRCLE BERRYVILLE 22611 | REMODEL-MINIMUM FEE 14A4 3 26 | 37,500 |
| LOWESBY LLC/WILLIAM & ANNE DEAN 230 LIME MARL LANE, BERRYVILLE 22611 | REMODEL-MINIMUM FEE 22 A 41 | 187,500 |
| YOCKEY, KELLY 2014 CRUMS CHURCH RD. BERRYVILLE 22611 | ADDITION/REMODEL SINGLE 7 3 1 | 22,530 |
| LEVERETTE, CHRISTOPHER 549 MOOSE RD. BERRYVILLE 22611 | ADDITION/REMODEL SINGLE 6A 1 18 | 45,060 |
| KELBLE, JEFFREY & ERIKA 3155 SWIFT SHOALS RD. BOYCE 22620 | ADDITION/REMODEL SINGLE 38 A 9 | 17,911 |
| LARRICK, JERRY & ROGENA 201 N. BUCKMARSH ST. BERRYVILLE 22611 | ADD/REM RESIDENCE SINGLE 14A1 A 76 | 26,245 |
| Hill, Robert 149 Sunset Lane Boyce 22620 | ADDITION/REMODEL SINGLE 22 3 13 | 16,339 |
| TOTALS: | 7 | 353,085 |

COMMERCIAL CONSTRUCTION

NEW COMMERCIAL STRUCTURES

| Owner/Address | Description/Parcel ID | Estimated Value |
|--|-----------------------|-----------------|
| SHENANDOAH MOBILE COMPANY 88 RAMSBURG LANE BERRYVILLE 22611 | TOWERS/MONOPOLES | 15,872 |
| SHENANDOAH MOBLIE, LLC 88 RAMSBURG LANE, BERRYVILLE 22611 | TOWERS/MONOPOLES | 4,000 |

| | | |
|----------------|----------|---------------|
| TOTALS: | 2 | 19,872 |
|----------------|----------|---------------|

COMMERCIAL RENOVATIONS

| Owner/Address | Description/Parcel ID | Estimated Value |
|--|-----------------------|-----------------|
| VIRGINIA MARINE INVESTMENTS, LLC 351 STATION RD. BERRYVILLE 22611 | REMODEL-MINIMUM FEE | 550,792 |
| ONE WEST MAIN ST., LLC 1 W. MAIN ST BERRYVILLE 22611 | REMODEL COMMERCIAL | 112,500 |
| TOTALS: | 2 | 663,292 |

OTHER BUILDING PERMITS

| Owner/Address | Description/Parcel ID | Estimated Value |
|--|--------------------------|-----------------|
| MILLER, JOHN U. JR. 3322 LOCKES MILL RD. BERRYVILLE 22611 | TENTS OVER 900' | 0 |
| PENCE, JOELLE & STEVE 155 AMERICA LANE BLUEMONT 20135 | TRAILER | 0 |
| LEMARR, RONALD & SUSAN TRIPLE J RD. BERRYVILLE 22611 | LAND DISTURBANCE PERMIT | 0 |
| PENCE, BRIAN & LEIGH LEEDS MANOR LANE BLUEMONT 20135 | LAND DISTURBANCE PERMIT | 0 |
| POWHATAN SCHOOL, INC. 49 POWHATAN LANE BOYCE 22620 | COMMERCIAL ACCESSORY | 25,000 |
| POWHATAN SCHOOL, INC. 49 POWHATAN LANE BOYCE 22620 | COMMERCIAL ACCESSORY | 20,000 |
| MELHUIH, WARD 19681 BLUE RIDGE MTN. RD. BLUEMONT 20135 | DECK/PORCH | 6,000 |
| ROBERTS, JAMES 723 CLIFTON RD. BERRYVILLE 22611 | NEW SINGLE FAMILY GARAGE | 30,283 |
| HUNT, PATRICIA 280 ANNFIELD RD. BERRYVILLE 22611 | ACCESSORY BLDG | 26,700 |
| WARRENTON KENNEL CLUB 830 LONG BRANCH LANE BOYCE 22620 | TENTS OVER 900' | 0 |
| TOTALS: | 10 | 107,983 |

DEMOLITION PERMIT

| Owner/Address | Description/Parcel ID | Estimated Value |
|--|------------------------|-----------------|
| HANSOME BROOK FARMS 208 FIRST STREET BERRYVILLE 22611 | DEMOLITION OF BUILDING | 0 |
| TOTALS: | 1 | 0 |

| | | |
|---|-----------|------------------|
| TOTAL # OF BUILDING PERMITS / VALUE: | 25 | 1,927,367 |
|---|-----------|------------------|

CERTIFICATES OF OCCUPANCY

| DATE ISSUED | ADDRESS | TYPE |
|-------------|-------------------------------------|-----------|
| 9/09/2016 | 754 MCGUIRE CIRCLE BERRYVILLE 22611 | PERMANENT |
| 9/23/2016 | 43 GORHAM LANE BOYCE 22620 | PERMANENT |

| | |
|---|------------------|
| TOTAL PERMIT & INSPECTION FEES COLLECTED: | 16,135.72 |
| TOTAL OTHER REVENUE COLLECTED: | 0.00 |
| STATE SURCHARGE COLLECTED: COLLECTED: | 255.13 |
| TOTAL REVENUE COLLECTED: | 16,390.85 |

OTHER PERMITS ISSUED:

| TYPE | RES | COMM | FEES | VALUE |
|-------------------|-----------|----------|-----------------|----------|
| ELECTRICAL PERMIT | 20 | 3 | 1,200.00 | 0 |
| GAS PERMIT | 4 | 2 | 280.00 | 0 |
| MECHANICAL PERMIT | 9 | 2 | 440.00 | 0 |
| PLUMBING PERMIT | 12 | 1 | 965.00 | 0 |
| TOTALS: | 45 | 8 | 2,885.00 | 0 |

PROJECT CODE RECAP

| PERMITS BY TYPE | # OF PERMITS | ESTIMATED VALUE |
|--------------------------------|--------------|------------------|
| ACCESSORY BLDG RESIDENTIAL | 1 | 26,700 |
| ADDITION/REMODEL SINGLE FAMILY | 4 | 101,840 |
| ADD/REM RESIDENCE SINGLE GARA | 1 | 26,245 |
| COMMERCIAL ACCESSORY STRUCTURE | 2 | 45,000 |
| DECK/PORCH | 1 | 6,000 |
| DEMOLITION OF BUILDING | 1 | 0 |
| ELECTRIC PERMITS | 23 | 0 |
| GAS PERMITS | 6 | 0 |
| LAND DISTURBANCE PERMIT | 2 | 0 |
| MECHANICAL PERMITS | 11 | 0 |
| NEW RESIDENCE SINGLE FAMILY | 3 | 783,135 |
| NEW SINGLE FAMILY GARAGE | 1 | 30,283 |
| PLUMBING PERMITS | 13 | 0 |
| REMODEL COMMERCIAL | 1 | 112,500 |
| REMODEL-MINIMUM FEE (COMM) | 1 | 550,792 |
| REMODEL-MINIMUM FEE (RES) | 2 | 225,000 |
| TENTS OVER 900' | 2 | 0 |
| TOWERS/MONOPOLES | 2 | 19,872 |
| TRAILER | 1 | 0 |
| TOTALS | 78 | 1,927,367 |

| PERMITS BY AREA | | |
|------------------------|---------------------|------------------------|
| DESCRIPTION | # OF PERMITS | ESTIMATED VALUE |
| GREENWAY DISTRICT | 6 | 62,911 |
| CHAPEL DISTRICT | 22 | 487,071 |
| BATTLETOWN DISTRICT | 4 | 30,000 |
| LONGMARSH DISTRICT | 15 | 117,745 |
| BERRYVILLE DISTRICT | 31 | 1,259,640 |
| BOYCE DISTRICT | 1 | 0 |
| TOTALS | 79 | 1,957,367 |

| INSPECTIONS BY TYPE | | | |
|----------------------------|-------------------------|------------|-------------|
| PERMIT TYPE | # OF INSPECTIONS | RES | COMM |
| BUILDING PERMIT | 76 | 75 | 1 |
| ELECTRICAL PERMIT | 52 | 49 | 3 |
| GAS PERMIT | 12 | 12 | 0 |
| MECHANICAL PERMIT | 35 | 34 | 1 |
| PLUMBING PERMIT | 35 | 34 | 1 |
| TOTALS | 210 | 204 | 6 |

Building Dept. - Clarke County
New Single Family Dwellings 2016

| | Battletown | Berryville | Boyce | Chapel | Greenway | Longmarsh | TOTAL | COMMENTS | | | |
|-----------|------------|------------|-------|--------|----------|-----------|-------|----------|--|--|--|
| January | | | | | | | 0 | | | | |
| February | | | | 1 | | | 1 | | | | |
| March | 1 | 8 | 1 | 1 | | | 11 | | | | |
| April | 2 | 5 | | | 1 | 1 | 9 | | | | |
| May | 2 | 3 | | 1 | | | 6 | | | | |
| June | | 3 | | 1 | 2 | | 6 | | | | |
| July | | 1 | | 2 | 1 | | 4 | | | | |
| August | 1 | 3 | | | 1 | | 5 | | | | |
| September | | 1 | | 2 | | | 3 | | | | |
| October | | | | | | | | | | | |
| November | | | | | | | | | | | |
| December | | | | | | | | | | | |
| TOTAL | 6 | 24 | 1 | 8 | 5 | 1 | 45 | | | | |
| | | | | | | | | | | | |

INSPECTIONS COMPLETED FROM: 9/01/2016 to 9/30/2016

| DATE INSP | PERMIT #/INSP # | ADDRESS | INSPECTOR | RESULTS | REINSPECTION? |
|-----------|-----------------|--------------------------------|-----------|---------|---------------|
| 9/01/2016 | G-16-160422-001 | DUNLAP DRIVE BERRYVILLE 408 | JHR | A | N/A |
| 9/01/2016 | P-16-160105-003 | PINE GROVE RD. BLUEMONT 509 | JHR | A | N/A |
| 9/01/2016 | M-16-160466-001 | SWAN AVE. BERRYVILLE 200 | JHR | A | N/A |
| 9/01/2016 | M-16-160105-001 | PINE GROVE RD. BLUEMONT 509 | JHR | A | N/A |
| 9/01/2016 | E-16-160474-001 | Swan Ave. Berryville 200 | JHR | A | N/A |
| 9/01/2016 | M-16-160350-001 | ROCK GATE LANE, WHITE POST 128 | JHR | V | NO |
| 9/01/2016 | B-16-160102-006 | SWAN AVE. BERRYVILLE 207 | JHR | A | N/A |
| 9/02/2016 | M-16-160350-002 | ROCK GATE LANE, WHITE POST 128 | JHR | A | N/A |
| 9/02/2016 | B-16-160286-006 | KIMBLE RD. BERRYVILLE 747 | JHR | A | N/A |
| 9/02/2016 | E-16-160286-003 | KIMBLE RD. BERRYVILLE 747 | JHR | A | N/A |
| 9/02/2016 | M-16-160286-002 | KIMBLE RD. BERRYVILLE 747 | JHR | A | N/A |
| 9/02/2016 | P-16-160286-002 | KIMBLE RD. BERRYVILLE 747 | JHR | A | N/A |
| 9/02/2016 | B-16-160282-001 | ALDER LANE, BLUEMONT 535 | JHR | A | N/A |
| 9/02/2016 | B-16-160350-002 | ROCK GATE LANE, WHITE POST 128 | JHR | A | N/A |
| 9/02/2016 | E-16-160350-001 | ROCK GATE LANE, WHITE POST 128 | JHR | A | N/A |
| 9/02/2016 | P-16-160350-004 | ROCK GATE LANE, WHITE POST 128 | JHR | A | N/A |
| 9/02/2016 | E-16-160500-001 | AMERICA LANE BLUEMONT | JHR | A | N/A |
| 9/02/2016 | B-16-160158-002 | RIVER PARK LANE, BLUEMONT 87 | JHR | A | N/A |
| 9/02/2016 | E-16-160158-001 | RIVER PARK LANE, BLUEMONT 87 | JHR | A | N/A |
| 9/02/2016 | M-16-160158-001 | RIVER PARK LANE, BLUEMONT 87 | JHR | A | N/A |
| 9/02/2016 | P-16-160158-001 | RIVER PARK LANE, BLUEMONT 87 | JHR | A | N/A |
| 9/02/2016 | E-16-160422-003 | DUNLAP DRIVE BERRYVILLE 408 | JHR | A | N/A |
| 9/02/2016 | B-16-160501-001 | MCGUIRE CIRCLE BERRYVILLE 824 | JHR | A | N/A |
| 9/02/2016 | E-16-160501-001 | MCGUIRE CIRCLE BERRYVILLE 824 | JHR | A | N/A |
| 9/02/2016 | B-16-160405-003 | FEATHERBED RD. WHITE POST 898 | JHR | A | N/A |
| 9/02/2016 | E-16-160405-003 | FEATHERBED RD. WHITE POST 898 | JHR | A | N/A |
| 9/02/2016 | P-16-160405-003 | FEATHERBED RD. WHITE POST 898 | JHR | A | N/A |
| 9/06/2016 | B-15-150604-011 | RUSSELL RD. BERRYVILLE 1091 | JHR | A | N/A |
| 9/06/2016 | B-16-160282-002 | ALDER LANE, BLUEMONT 535 | JHR | A | N/A |
| 9/06/2016 | B-16-160293-002 | BELLRINGER LANE BERRYVILLE | JHR | A | N/A |
| 9/06/2016 | B-16-160425-001 | OLD CHARLES TOWN RD. BERRYVI | JHR | V | NO |
| 9/06/2016 | M-16-160272-004 | MCGUIRE CIRCLE, BERRYVILLE 748 | JHR | A | N/A |
| 9/06/2016 | B-16-160217-003 | MCGUIRE CIRCLE BERRYVILLE 754 | JHR | A | N/A |
| 9/06/2016 | E-16-160217-003 | MCGUIRE CIRCLE BERRYVILLE 754 | JHR | V | NO |
| 9/06/2016 | M-16-160217-003 | MCGUIRE CIRCLE BERRYVILLE 754 | JHR | A | N/A |
| 9/06/2016 | P-16-160217-005 | MCGUIRE CIRCLE BERRYVILLE 754 | JHR | A | N/A |
| 9/06/2016 | B-16-160272-001 | MCGUIRE CIRCLE, BERRYVILLE 748 | JHR | A | N/A |
| 9/06/2016 | E-16-160272-001 | MCGUIRE CIRCLE, BERRYVILLE 748 | JHR | A | N/A |
| 9/06/2016 | E-16-160272-002 | MCGUIRE CIRCLE, BERRYVILLE 748 | JHR | A | N/A |
| 9/06/2016 | M-16-160272-001 | MCGUIRE CIRCLE, BERRYVILLE 748 | JHR | V | NO |
| 9/06/2016 | M-16-160272-002 | MCGUIRE CIRCLE, BERRYVILLE 748 | JHR | V | NO |
| 9/06/2016 | P-16-160272-003 | MCGUIRE CIRCLE, BERRYVILLE 748 | JHR | V | NO |
| 9/07/2016 | B-16-160350-003 | ROCK GATE LANE, WHITE POST 128 | JHR | A | N/A |
| 9/07/2016 | M-16-160350-003 | ROCK GATE LANE, WHITE POST 128 | JHR | A | N/A |
| 9/07/2016 | B-16-160301-003 | BELLRINGER LANE BERRYVILL | JHR | A | N/A |
| 9/07/2016 | B-16-160505-001 | SALEM CHURCH RD. BOYCE 2520 | JHR | A | N/A |
| 9/07/2016 | E-16-160517-001 | N. GREENWAY AVE. BOYCE 4 | JHR | A | N/A |
| 9/07/2016 | E-16-160217-004 | MCGUIRE CIRCLE BERRYVILLE 754 | JHR | A | N/A |
| 9/07/2016 | M-16-160272-003 | MCGUIRE CIRCLE, BERRYVILLE 748 | JHR | A | N/A |
| 9/07/2016 | P-16-160272-004 | MCGUIRE CIRCLE, BERRYVILLE 748 | JHR | A | N/A |
| 9/07/2016 | M-16-160426-002 | LORD FAIRFAX HWY. BERRYVILL | JHR | A | N/A |
| 9/07/2016 | E-16-160490-002 | LORD FAIRFAX HWY. BERRYVILL | JHR | A | N/A |

| DATE INSP | PERMIT #/INSP # | ADDRESS | INSPECTOR | RESULTS | REINSPECTION? |
|-----------|-----------------|-------------------------------|-----------|---------|---------------|
| 9/07/2016 | B-16-160425-003 | OLD CHARLES TOWN RD. BERRYVI | JHR | A | N/A |
| 9/09/2016 | B-16-160189-001 | LONG BRANCH LANE BOYCE 830 | JHR | A | N/A |
| 9/12/2016 | E-16-160476-001 | E. MAIN STREET BERRYVILLE 307 | JHR | A | N/A |
| 9/12/2016 | E-16-160515-001 | BISHOP MEADE RD. BOYCE 3095 | JHR | V | NO |
| 9/12/2016 | P-16-160516-001 | BISHOP MEADE RD. BOYCE 3095 | JHR | V | NO |
| 9/12/2016 | B-16-160277-001 | MCGUIRE CIRCLE BERRYVILLE 740 | JHR | V | NO |
| 9/12/2016 | E-16-160277-001 | MCGUIRE CIRCLE BERRYVILLE 740 | JHR | A | N/A |
| 9/12/2016 | E-16-160277-002 | MCGUIRE CIRCLE BERRYVILLE 740 | JHR | A | N/A |
| 9/12/2016 | M-16-160277-001 | MCGUIRE CIRCLE BERRYVILLE 740 | JHR | V | NO |
| 9/12/2016 | M-16-160277-002 | MCGUIRE CIRCLE BERRYVILLE 740 | JHR | V | NO |
| 9/12/2016 | P-16-160483-001 | SENSENY RD. BERRYVILLE 2928 | JHR | A | N/A |
| 9/12/2016 | B-16-160158-003 | RIVER PARK LANE, BLUEMONT 87 | JHR | A | N/A |
| 9/12/2016 | B-16-160233-006 | SENSENY RD. BERRYVILLE 3347 | JHR | A | N/A |
| 9/12/2016 | E-16-160233-002 | SENSENY RD. BERRYVILLE 3347 | JHR | A | N/A |
| 9/12/2016 | M-16-160233-002 | SENSENY RD. BERRYVILLE 3347 | JHR | A | N/A |
| 9/12/2016 | P-16-160233-002 | SENSENY RD. BERRYVILLE 3347 | MDI | A | N/A |
| 9/12/2016 | B-16-160486-001 | RETREAT RD. BLUEMONT 432 | JHR | A | N/A |
| 9/12/2016 | P-16-160486-001 | RETREAT RD. BLUEMONT 432 | JHR | A | N/A |
| 9/13/2016 | B-16-160401-001 | GRAFTON LANE, BERRYVILLE 180 | JHR | A | N/A |
| 9/13/2016 | B-15-150612-005 | OLD CHAPEL AVE., BOYCE 302 | JHR | V | NO |
| 9/13/2016 | P-15-150612-005 | OLD CHAPEL AVE., BOYCE 302 | JHR | V | NO |
| 9/13/2016 | E-16-160364-004 | EAGLE ROCK LANE, BLUEMONT | JHR | A | N/A |
| 9/13/2016 | B-16-160309-003 | S. BUCKMARSH ST. BERRYVILLE | JHR | A | N/A |
| 9/13/2016 | E-16-160309-002 | S. BUCKMARSH ST. BERRYVILLE | JHR | A | N/A |
| 9/13/2016 | M-16-160309-001 | S. BUCKMARSH ST. BERRYVILLE | JHR | A | N/A |
| 9/13/2016 | E-16-160384-002 | BISHOP MEADE RD. BOYCE 3095 | JHR | A | N/A |
| 9/13/2016 | E-16-160422-004 | DUNLAP DRIVE BERRYVILLE 408 | JHR | A | N/A |
| 9/13/2016 | B-14-140314-004 | MAPLE LANE, BLUEMONT, VA 225 | JHR | A | N/A |
| 9/13/2016 | P-16-160309-001 | S. BUCKMARSH ST. BERRYVILLE | JHR | A | N/A |
| 9/13/2016 | P-16-160529-001 | WALNUT ST. BERRYVILLE 407 | JHR | A | N/A |
| 9/13/2016 | P-16-160529-002 | WALNUT ST. BERRYVILLE 407 | JHR | A | N/A |
| 9/14/2016 | B-15-150423-009 | TIMBER LANE, BLUEMONT 560 | JHR | A | N/A |
| 9/14/2016 | B-16-160277-002 | MCGUIRE CIRCLE BERRYVILLE 740 | JHR | A | N/A |
| 9/14/2016 | B-16-160126-002 | Senseny Rd. Berryville 1370 | JHR | V | NO |
| 9/14/2016 | P-16-160462-003 | CHAMBERLAIN ST. BERRYVILLE | JHR | A | N/A |
| 9/14/2016 | G-16-160480-001 | ALDER LANE BLUEMONT 448 | JHR | A | N/A |
| 9/14/2016 | G-16-160480-002 | ALDER LANE BLUEMONT 448 | JHR | A | N/A |
| 9/14/2016 | G-16-160481-001 | ALDER LANE BLUEMONT 456 | JHR | A | N/A |
| 9/14/2016 | G-16-160481-002 | ALDER LANE BLUEMONT 456 | JHR | A | N/A |
| 9/14/2016 | B-16-160277-003 | MCGUIRE CIRCLE BERRYVILLE 740 | JHR | A | N/A |
| 9/14/2016 | M-16-160277-003 | MCGUIRE CIRCLE BERRYVILLE 740 | JHR | A | N/A |
| 9/14/2016 | P-16-160277-005 | MCGUIRE CIRCLE BERRYVILLE 740 | JHR | A | N/A |
| 9/14/2016 | B-16-160462-002 | CHAMBERLAIN ST. BERRYVILLE | JHR | A | N/A |
| 9/14/2016 | E-16-160538-001 | WILLOW LANE BERRYVILLE 202 | JHR | A | N/A |
| 9/15/2016 | E-16-160526-001 | LAUREL LANE, BLUEMONT 374 | JHR | A | N/A |
| 9/15/2016 | B-16-160328-001 | MCGUIRE CIRCLE BERRYVILLE 795 | JHR | A | N/A |
| 9/15/2016 | E-16-160328-001 | MCGUIRE CIRCLE BERRYVILLE 795 | JHR | A | N/A |
| 9/15/2016 | E-16-160328-002 | MCGUIRE CIRCLE BERRYVILLE 795 | JHR | A | N/A |
| 9/15/2016 | M-16-160328-001 | MCGUIRE CIRCLE BERRYVILLE 795 | JHR | A | N/A |
| 9/15/2016 | M-16-160328-002 | MCGUIRE CIRCLE BERRYVILLE 795 | JHR | A | N/A |
| 9/15/2016 | P-16-160328-004 | MCGUIRE CIRCLE BERRYVILLE 795 | JHR | A | N/A |
| 9/15/2016 | B-16-160534-001 | AMERICA LANE BLUEMONT 155 | JHR | A | N/A |

| DATE INSP | PERMIT #/INSP # | ADDRESS | INSPECTOR | RESULTS | REINSPECTION? |
|-----------|-----------------|--------------------------------|-----------|---------|---------------|
| 9/15/2016 | B-15-150612-006 | OLD CHAPEL AVE., BOYCE 302 | JHR | A | N/A |
| 9/15/2016 | P-15-150612-006 | OLD CHAPEL AVE., BOYCE 302 | JHR | A | N/A |
| 9/16/2016 | B-16-160175-001 | MILL LANE, BOYCE 403 | JHR | A | N/A |
| 9/16/2016 | E-16-160175-001 | MILL LANE, BOYCE 403 | JHR | A | N/A |
| 9/16/2016 | B-16-160329-001 | MCGUIRE CIRCLE BERRYVILLE 736 | JHR | V | NO |
| 9/16/2016 | E-16-160329-001 | MCGUIRE CIRCLE BERRYVILLE 736 | JHR | V | NO |
| 9/16/2016 | E-16-160329-002 | MCGUIRE CIRCLE BERRYVILLE 736 | JHR | V | NO |
| 9/16/2016 | M-16-160329-001 | MCGUIRE CIRCLE BERRYVILLE 736 | JHR | A | N/A |
| 9/16/2016 | M-16-160329-002 | MCGUIRE CIRCLE BERRYVILLE 736 | JHR | A | N/A |
| 9/16/2016 | P-16-160329-003 | MCGUIRE CIRCLE BERRYVILLE 736 | JHR | V | NO |
| 9/16/2016 | M-16-160105-002 | PINE GROVE RD. BLUEMONT 509 | JHR | A | N/A |
| 9/16/2016 | B-16-160483-002 | SENSENY RD. BERRYVILLE 2928 | JHR | A | N/A |
| 9/16/2016 | E-16-160483-001 | SENSENY RD. BERRYVILLE 2928 | JHR | A | N/A |
| 9/16/2016 | B-16-160425-002 | OLD CHARLES TOWN RD. BERRYVI | JHR | A | N/A |
| 9/16/2016 | B-16-160505-002 | SALEM CHURCH RD. BOYCE 2520 | JHR | A | N/A |
| 9/19/2016 | M-16-160483-001 | SENSENY RD. BERRYVILLE 2928 | JHR | A | N/A |
| 9/19/2016 | E-16-160483-002 | SENSENY RD. BERRYVILLE 2928 | JHR | A | N/A |
| 9/19/2016 | B-16-160484-001 | CATHER RD. BERRYVILLE 445 | JHR | A | N/A |
| 9/19/2016 | B-16-160312-002 | RAVEN ROCKS RD. BLUEMONT | JHR | A | N/A |
| 9/19/2016 | B-16-160328-003 | MCGUIRE CIRCLE BERRYVILLE 795 | JHR | V | NO |
| 9/20/2016 | P-16-160531-001 | BATTLETOWN DR. BERRYVILLE 10 | JHR | A | N/A |
| 9/20/2016 | B-16-160292-001 | HEMLOCK LANE, BLUEMONT 501 | JHR | V | NO |
| 9/20/2016 | E-16-160497-003 | SWIFT SHOALS RD. BOYCE 3155 | JHR | A | N/A |
| 9/20/2016 | B-16-160329-003 | MCGUIRE CIRCLE BERRYVILLE 736 | JHR | A | N/A |
| 9/20/2016 | B-16-160328-004 | MCGUIRE CIRCLE BERRYVILLE 795 | JHR | A | N/A |
| 9/20/2016 | B-16-160292-002 | HEMLOCK LANE, BLUEMONT 501 | JHR | V | NO |
| 9/20/2016 | G-16-160384-003 | BISHOP MEADE RD. BOYCE 3095 | JHR | A | N/A |
| 9/20/2016 | G-16-160384-004 | BISHOP MEADE RD. BOYCE 3095 | JHR | A | N/A |
| 9/20/2016 | M-16-160483-002 | SENSENY RD. BERRYVILLE 2928 | JHR | A | N/A |
| 9/20/2016 | B-16-160483-003 | SENSENY RD. BERRYVILLE 2928 | JHR | A | N/A |
| 9/20/2016 | E-15-150429-002 | WESTWOOD RD. BERRYVILLE 642 | JHR | A | N/A |
| 9/20/2016 | B-16-160549-002 | CRUMS CHURCH RD. BERRYVILLE | JHR | A | N/A |
| 9/21/2016 | B-16-160278-001 | MCGUIRE CIRCLE, BERRYVILLE 765 | JHR | A | N/A |
| 9/21/2016 | E-16-160278-001 | MCGUIRE CIRCLE, BERRYVILLE 765 | JHR | A | N/A |
| 9/21/2016 | E-16-160278-002 | MCGUIRE CIRCLE, BERRYVILLE 765 | JHR | A | N/A |
| 9/21/2016 | M-16-160278-001 | MCGUIRE CIRCLE, BERRYVILLE 765 | JHR | A | N/A |
| 9/21/2016 | M-16-160278-002 | MCGUIRE CIRCLE, BERRYVILLE 765 | JHR | A | N/A |
| 9/21/2016 | P-16-160453-001 | MCGUIRE CIRCLE BERRYVILLE 784 | JHR | A | N/A |
| 9/21/2016 | P-16-160453-002 | MCGUIRE CIRCLE BERRYVILLE 784 | JHR | A | N/A |
| 9/21/2016 | B-16-160527-001 | LOCKES MILL RD. BERRYVILLE | JHR | A | N/A |
| 9/22/2016 | M-16-160330-002 | GORHAM LANE BOYCE 43 | JHR | A | N/A |
| 9/22/2016 | P-16-160330-006 | GORHAM LANE BOYCE 43 | JHR | A | N/A |
| 9/22/2016 | B-16-160385-002 | MORNING STAR LANE, BOYCE 735 | JHR | A | N/A |
| 9/22/2016 | B-16-160444-002 | SHENANDOAH RIVER LN. FRONT R | JHR | A | N/A |
| 9/22/2016 | B-16-160292-003 | HEMLOCK LANE, BLUEMONT 501 | JHR | A | N/A |
| 9/22/2016 | P-16-160530-002 | BATTLETOWN DR. BERRYVILLE | JHR | A | N/A |
| 9/22/2016 | E-16-160519-001 | LANDER LANE BERRYVILLE 90 | JHR | V | NO |
| 9/22/2016 | B-16-160330-006 | GORHAM LANE BOYCE 43 | JHR | A | N/A |
| 9/22/2016 | E-16-160330-005 | GORHAM LANE BOYCE 43 | JHR | A | N/A |
| 9/23/2016 | B-16-160278-002 | MCGUIRE CIRCLE, BERRYVILLE 765 | JHR | A | N/A |
| 9/23/2016 | P-16-160278-005 | MCGUIRE CIRCLE, BERRYVILLE 765 | JHR | A | N/A |
| 9/23/2016 | E-15-150272-004 | OLD CHAPEL RD., BERRYVILLE | JHR | A | N/A |

INSPECTIONS COMPLETED FROM: 9/01/2016 to 9/30/2016

| DATE INSP | PERMIT #/INSP # | ADDRESS | INSPECTOR | RESULTS | REINSPECTION? |
|-----------|-----------------|--------------------------------|-----------|---------|---------------|
| 9/23/2016 | B-16-160018-001 | Pyletown Rd., Boyce 2713 | JHR | A | N/A |
| 9/26/2016 | E-16-160518-002 | STATION RD. BERRYVILLE 351 | JHR | V | NO |
| 9/26/2016 | B-16-160282-004 | ALDER LANE, BLUEMONT 535 | JHR | A | N/A |
| 9/26/2016 | B-16-160278-004 | MCGUIRE CIRCLE, BERRYVILLE 765 | JHR | V | NO |
| 9/26/2016 | B-16-160278-006 | MCGUIRE CIRCLE, BERRYVILLE 765 | JHR | V | NO |
| 9/26/2016 | B-16-160501-002 | MCGUIRE CIRCLE BERRYVILLE 824 | JHR | A | N/A |
| 9/26/2016 | B-16-160287-001 | LOCKES MILL RD BERRYVILLE | JHR | A | N/A |
| 9/26/2016 | B-14-140189-013 | ASHLEY WOODS LANE 34 | JHR | A | N/A |
| 9/26/2016 | P-16-160449-001 | MCGUIRE CIRCLE BERRYVILLE 757 | JHR | A | N/A |
| 9/26/2016 | P-16-160449-002 | MCGUIRE CIRCLE BERRYVILLE 757 | JHR | A | N/A |
| 9/27/2016 | B-16-160147-001 | MCGUIRE CIRCLE BERRYVILLE 790 | JHR | A | N/A |
| 9/27/2016 | P-16-160570-001 | STATION RD. BERRYVILLE 351 | JHR | A | N/A |
| 9/27/2016 | B-16-160549-004 | CRUMS CHURCH RD. BERRYVILLE | JHR | A | N/A |
| 9/27/2016 | B-16-160422-004 | DUNLAP DRIVE BERRYVILLE 408 | JHR | A | N/A |
| 9/27/2016 | E-16-160422-006 | DUNLAP DRIVE BERRYVILLE 408 | JHR | A | N/A |
| 9/27/2016 | B-16-160147-004 | MCGUIRE CIRCLE BERRYVILLE 790 | JHR | A | N/A |
| 9/27/2016 | E-16-160147-002 | MCGUIRE CIRCLE BERRYVILLE 790 | JHR | V | NO |
| 9/27/2016 | M-16-160147-003 | MCGUIRE CIRCLE BERRYVILLE 790 | JHR | A | N/A |
| 9/27/2016 | P-16-160147-005 | MCGUIRE CIRCLE BERRYVILLE 790 | JHR | A | N/A |
| 9/27/2016 | P-16-160147-006 | MCGUIRE CIRCLE BERRYVILLE 790 | JHR | A | N/A |
| 9/27/2016 | M-16-160147-004 | MCGUIRE CIRCLE BERRYVILLE 790 | JHR | A | N/A |
| 9/27/2016 | E-15-150526-002 | E. MAIN STREET, BERRYVILLE 732 | JHR | A | N/A |
| 9/27/2016 | M-15-150525-002 | E. MAIN ST. BERRYVILLE 732 | JHR | A | N/A |
| 9/27/2016 | B-16-160282-005 | ALDER LANE, BLUEMONT 535 | JHR | A | N/A |
| 9/27/2016 | B-16-160278-008 | MCGUIRE CIRCLE, BERRYVILLE 765 | JHR | A | N/A |
| 9/27/2016 | P-16-160453-003 | MCGUIRE CIRCLE BERRYVILLE 784 | JHR | A | N/A |
| 9/28/2016 | E-16-160562-002 | S. CHURCH STREET BERRYVILL 116 | JHR | A | N/A |
| 9/28/2016 | E-16-160301-002 | BELLRINGER LANE BERRYVILL | JHR | V | NO |
| 9/28/2016 | B-15-150297-006 | FELTNER RD., BLUEMONT, VA 1333 | JHR | A | N/A |
| 9/28/2016 | E-16-160556-002 | LOST BOYS LANE BLUEMONT 176 | JHR | A | N/A |
| 9/28/2016 | E-16-160513-002 | LONG BRANCH LANE BOYCE 830 | JHR | A | N/A |
| 9/28/2016 | G-16-160565-003 | ANAMARIA LANE, FRONT ROYAL | JHR | A | N/A |
| 9/28/2016 | G-16-160565-004 | ANAMARIA LANE, FRONT ROYAL | JHR | A | N/A |
| 9/28/2016 | G-16-160548-003 | MOUNT WEATHER RD. BLUEMONT | JHR | V | NO |
| 9/28/2016 | G-16-160548-004 | MOUNT WEATHER RD. BLUEMONT | JHR | V | NO |
| 9/28/2016 | B-15-150083-016 | PARSHALL RD., BERRYVILLE 2410 | JHR | V | NO |
| 9/28/2016 | E-15-150083-005 | PARSHALL RD., BERRYVILLE 2410 | JHR | V | NO |
| 9/28/2016 | E-15-150083-006 | PARSHALL RD., BERRYVILLE 2410 | JHR | V | NO |
| 9/28/2016 | G-15-150083-003 | PARSHALL RD., BERRYVILLE 2410 | JHR | A | N/A |
| 9/29/2016 | M-16-160221-002 | TANNERY LANE MILLWOOD 24 | JHR | A | N/A |
| 9/29/2016 | E-16-160221-003 | TANNERY LANE MILLWOOD 24 | JHR | A | N/A |
| 9/29/2016 | B-16-160221-006 | TANNERY LANE MILLWOOD 24 | JHR | A | N/A |
| 9/29/2016 | M-16-160384-001 | BISHOP MEADE RD. BOYCE 3095 | JHR | A | N/A |
| 9/29/2016 | B-16-160126-004 | Senseny Rd. Berryville 1370 | JHR | A | N/A |
| 9/29/2016 | M-16-160559-002 | EAST MAIN STREET BERRYVILLE | JHR | A | N/A |
| 9/29/2016 | E-16-160392-003 | HEMLOCK LANE BLUEMONT 501 | JHR | A | N/A |
| 9/29/2016 | B-16-160292-005 | HEMLOCK LANE, BLUEMONT 501 | JHR | A | N/A |
| 9/29/2016 | B-16-160147-007 | MCGUIRE CIRCLE BERRYVILLE 790 | JHR | A | N/A |
| 9/29/2016 | E-16-160147-004 | MCGUIRE CIRCLE BERRYVILLE 790 | JHR | A | N/A |
| 9/29/2016 | P-16-160384-007 | BISHOP MEADE RD. BOYCE 3095 | JHR | A | N/A |
| 9/29/2016 | B-16-160384-002 | BISHOP MEADE RD. BOYCE 3095 | JHR | A | N/A |
| 9/29/2016 | M-16-160384-002 | BISHOP MEADE RD. BOYCE 3095 | JHR | A | N/A |

INSPECTIONS COMPLETED FROM: 9/01/2016 to 9/30/2016

| DATE INSP | PERMIT #/INSP # | ADDRESS | INSPECTOR | RESULTS | REINSPECTION? |
|-----------|-----------------|-------------------------------|-----------|---------|---------------|
| 9/30/2016 | P-16-160477-001 | E. MAIN STREET BERRYVILLE 307 | JHR | A | N/A |
| 9/30/2016 | B-16-160190-001 | LONG BRANCH LANE BOYCE 830 | JHR | A | N/A |

TOTAL # of INSPECTIONS: 210

APPROVED: 178 FAILED: 32 CONDITIONAL: 0

COUNTY OF CLARKE CIRCUIT COURT
 MONTH END DEEDS OF PARTITION AND CONVEYANCE
 LOCAL TAXATION DEPARTMENT
 COUNTY
 FOR SEPTEMBER, 2016

| RECORDED | INSTRUMENT | GRANTOR | (X) GRANTEE/ADDRESS | (X) CONSIDERATION | TYPE | PERCENT |
|----------|------------|---|--|-------------------|------|---------|
| 09/01/16 | 16-1595 | HANAS, DANIEL M | N STONE, MARY PAT 1184 PARKER LANE BLUEMONT, VA. 20135 | N 359,900.00 | DBS | 100% |
| | | RECORDED TIME: 01:55 | | | | |
| | | DESCRIPTION 1: BATTLETOWN DISTRICT, SHEN RET, LOTS 50-54 | | | | |
| | | DATE OF DEED : 08/30/16 BOOK: 606 PAGE: 526 MAP: 17A1-1-50 | | | | |
| | | NUMBER PAGES : 0 | | | | |
| 09/01/16 | 16-1593 | RICHMOND AMERICAN HOMES OF VIR | N GATCHELL, DREW ALLYNSON & ELIZ N 769 MCGUIRE CIRCLE BERRYVILLE, VA. 22611 | N 569,087.00 | DBS | 100% |
| | | RECORDED TIME: 09:35 | | | | |
| | | DESCRIPTION 1: LOT 15, BERRYVILLE GLEN TOWN OF BERRYVILLE | | | | |
| | | DATE OF DEED : 08/29/16 BOOK: 606 PAGE: 505 MAP: 14C-1-15 | | | | |
| | | NUMBER PAGES : 0 | | | | |
| 09/01/16 | 4326 | KERNS, ROBERTA JEAN | N/A N/A | .00 | REA | 00% |
| | | RECORDED TIME: 11:05 | | | | |
| | | DESCRIPTION 1: LOT 2, BERRYVILLE LUMBER CO SUBD D/B 206 PG 510 | | | | |
| | | DATE OF DEED : 09/01/16 BOOK: 98 PAGE: 485 MAP: 14A3-4-2 | | | | |
| | | NUMBER PAGES : 0 | | | | |
| 09/06/16 | 16-1616 | REAL ESTATE INVESTMENT FIRM LL | N HP VIRGINIA I LLC N 180 N STETSON AVE., SUITE 3650 CHICAGO, IL. 60601 | N 370,000.00 | DBS | 100% |
| | | RECORDED TIME: 02:10 | | | | |
| | | DESCRIPTION 1: LOT 225A, BATTLEFIELD ESTATES, PHASE 6C TOWN OF BERRYVILLE | | | | |
| | | DATE OF DEED : 09/02/16 BOOK: 606 PAGE: 602 MAP: 14A7-8-225A | | | | |
| | | NUMBER PAGES : 0 | | | | |
| 09/07/16 | 16-1621 | COMMONWEALTH TRUSTEES (LORY CH | N BANK OF NEW YORK MELLON N 3000 BAYPORT DR, STE 880 TAMPA, FL. 33607 | N 240,786.56 | DTF | 100% |
| | | RECORDED TIME: 02:27 | | | | |
| | | DESCRIPTION 1: GREENWAY DISTRICT, LOTS 16 & 17 | | | | |
| | | DATE OF DEED : 07/13/16 BOOK: 606 PAGE: 642 MAP: 37A2-2-16 & 17 | | | | |
| | | NUMBER PAGES : 0 | | | | |
| 09/08/16 | 16-1628 | 183 HACKBERRY LN LLC | N 183 HACKBERRY LN LLC N 18777 BLUE RIDGE MTN RD BLUEMONT, VA, 20135 | N .00 | DBS | 100% |
| | | RECORDED TIME: 10:40 | | | | |
| | | DESCRIPTION 1: LOTS 14--19, SHEN RET BATTLETOWN DIST | | | | |
| | | DATE OF DEED : 08/23/16 BOOK: 606 PAGE: 682 MAP: | | | | |
| | | NUMBER PAGES : 0 | | | | |
| 09/09/16 | 16-1640 | HERRON, JAMES A | N HERRON, LANETTE R N 27 CALMES NECK LANE BOYCE, VA. 22620 | N .00 | DQC | 100% |
| | | RECORDED TIME: 03:23 | | | | |
| | | DESCRIPTION 1: CHAPEL DISTRICT, ONE ACRE MORE OR LESS | | | | |
| | | DATE OF DEED : 00/00/00 BOOK: 606 PAGE: 757 MAP: 31-A-12 | | | | |
| | | NUMBER PAGES : 0 | | | | |
| 09/09/16 | 16-1644 | HEADLEY, MICHAEL A | N HEADLEY, MICHAEL & TERESA R N 3114 BELLEVIEW AVE CHEVERLY, MD. 20785 | N .00 | DG | 100% |
| | | RECORDED TIME: 04:02 | | | | |
| | | DESCRIPTION 1: GREENWAY DISTRICT, DB 49 PG 861 | | | | |
| | | DATE OF DEED : 00/00/00 BOOK: 606 PAGE: 792 MAP: 27-A-16A | | | | |
| | | NUMBER PAGES : 0 | | | | |

COUNTY OF CLARKE CIRCUIT COURT
 MONTH END DEEDS OF PARTITION AND CONVEYANCE
 LOCAL TAXATION DEPARTMENT
 COUNTY
 FOR SEPTEMBER, 2016

| RECORDED | INSTRUMENT | GRANTOR | (X) GRANTEE/ADDRESS | (X) CONSIDERATION | TYPE | PERCENT |
|----------|------------|--|---|-------------------|---------|---------|
| 09/09/16 | 16-1645 | HEADLEY, MICHAEL A & TERESA, T | N HEADLEY FAMILY TRUST 3114 BELLEVIEW AVE CHEVERLY, MD. 20785 | N .00 | DBS | 100% |
| | | RECORDED TIME: 04:03 | | | | |
| | | DESCRIPTION 1: GREENWAY DISTRICT, DB 49, PG 861 | | | | |
| | | DATE OF DEED : 08/17/16 BOOK: 606 PAGE: 795 MAP: 27-A-16A | | | | |
| | | NUMBER PAGES : 0 | | | | |
| 09/09/16 | 16-1636 | FLETCHER, JOHN & CAROL | N TAYLOR, SUZANNE E 513 PAGE STREET BERRYVILLE, VA. 22611 | N 411,000.00 | DBS | 100% |
| | | RECORDED TIME: 12:36 | | | | |
| | | DESCRIPTION 1: TOWN OF BERRYVILLE, LOT 49, SECTION 2 | | | | |
| | | DATE OF DEED : 09/07/16 BOOK: 606 PAGE: 728 MAP: 14A2-13-49 | | | | |
| | | NUMBER PAGES : 0 | | | | |
| 09/12/16 | 16-1650 | WILLIAMS, JAMES THOMAS & TERES | N TUCKER, CHRISTOPHER A 159 OAK CLIFF LANE BOYCE, VA. 22620 | N 323,000.00 | DBS | 100% |
| | | RECORDED TIME: 01:45 | | | | |
| | | DESCRIPTION 1: LOT 28, CALMES NECK ESTATES 5.023 ACRES GREENWAY DIST | | | | |
| | | DATE OF DEED : 09/06/16 BOOK: 606 PAGE: 817 MAP: 31-1-28 | | | | |
| | | NUMBER PAGES : 0 | | | | |
| 09/13/16 | 160004327 | HANLINE, MABEL JENKINS | N/A | .00 | PROBATE | 00% |
| | | RECORDED TIME: 15:25 | N/A | | | |
| | | DESCRIPTION 1: PROBATE WILL | | | | |
| | | DATE OF DEED : 09/13/16 BOOK: 98 PAGE: 499 MAP: 4-A-16 | | | | |
| | | NUMBER PAGES : 1 | | | | |
| 09/13/16 | 160004328 | HANLINE, WESTFORD A; SR | N/A | .00 | PROBATE | 00% |
| | | RECORDED TIME: 15:28 | N/A | | | |
| | | DESCRIPTION 1: 1.21 ACRES IN LONGMARSH DISTRICT D/B 146 PG 237 | | | | |
| | | DATE OF DEED : 09/13/16 BOOK: 98 PAGE: 504 MAP: 4-A-16 | | | | |
| | | NUMBER PAGES : 2 | | | | |
| 09/14/16 | 16-1658 | HERMITAGE ESTATES LLC | N PERKINS, DAVID M & SUSAN REDBU N 424 MONTGOMERY CT BERRYVILLE, VA. 22611 | N 408,000.00 | DBS | 100% |
| | | RECORDED TIME: 01:25 | | | | |
| | | DESCRIPTION 1: LOT 185, HERMITAGE, PHASE IVB TOWN OF BERRYVILLE | | | | |
| | | DATE OF DEED : 09/12/16 BOOK: 606 PAGE: 869 MAP: 14A8-4-185 | | | | |
| | | NUMBER PAGES : 0 | | | | |
| 09/14/16 | 16-1660 | PROFESSIONAL FORECLOSURE CORPO | N WELLS FARGO BANK, NA 3476 STATEVIEW BLVD FORT MILL, SC. BATTLETOWN DIST | N 359,980.00 | DTF | 100% |
| | | RECORDED TIME: 02:40 | | | | |
| | | DESCRIPTION 1: TRACT 4 - 3 ACRES | | | | |
| | | DATE OF DEED : 09/09/16 BOOK: 606 PAGE: 883 MAP: 16-A-66B | | | | |
| | | NUMBER PAGES : 0 | | | | |
| 09/15/16 | 16-1671 | LANG, KIMBERLY L | N OAK, MICHAEL; ET AL 305 PICKETT COURT BERRYVILLE, VA. 22611 | N 335,000.00 | DBS | 100% |
| | | RECORDED TIME: 02:02 | | | | |
| | | DESCRIPTION 1: TOWN OF BERRYVILLE, LOT 66, PHASE 1A1 | | | | |
| | | DATE OF DEED : 09/12/16 BOOK: 606 PAGE: 936 MAP: 14A7-1-66 | | | | |
| | | NUMBER PAGES : 0 | | | | |

COUNTY OF CLARKE CIRCUIT COURT
MONTH END DEEDS OF PARTITION AND CONVEYANCE
LOCAL TAXATION DEPARTMENT
COUNTY
FOR SEPTEMBER, 2016

| RECORDED | INSTRUMENT | GRANTOR | (X) | GRANTEE/ADDRESS | (X) | CONSIDERATION | TYPE | PERCENT |
|----------|------------|---|-----|--|-----|---------------|------|---------|
| 09/15/16 | 16-1663 | MARTZ, JAMES F & BENITA G RECORDED TIME: 11:15 DESCRIPTION 1: 2.5 ACRES - LONGMARSH DIST DATE OF DEED : 00/00/00 BOOK: 606 PAGE: 899 MAP: 2-A-7B,7E NUMBER PAGES : 0 | N | MARTZ, JAMES F & BENITA G N/A | N | .00 | PM | 100% |
| 09/15/16 | 16-1664 | SCARBOROUGH, SUSAN & CARY RECORDED TIME: 11:55 DESCRIPTION 1: GREENWAY DISTRICT DATE OF DEED : 09/12/16 BOOK: 606 PAGE: 902 MAP: 37-A-3A NUMBER PAGES : 0 | N | WILSON, EDWARD; TRUSTEE ET AL N/A | N | .00 | DE | 100% |
| 09/15/16 | 16-1668 | WILSON, EDWARD T; ET AL RECORDED TIME: 11:59 DESCRIPTION 1: GREENWAY DISTRICT, 55.7167 ACRES DATE OF DEED : 09/15/16 BOOK: 606 PAGE: 910 MAP: 37-A-4 * 37-4 * NUMBER PAGES : 0 | N | GREENVILLE RGF, LLC 307 VIRGINIA AVENUE RICHMOND, VA. 23226 | N | 2,000,000.00 | DBS | 100% |
| 09/16/16 | 16-1678 | RICHMOND AMERICAN HOMES OF VA RECORDED TIME: 01:00 DESCRIPTION 1: LOT 46, BERRYVILLE GLEN DATE OF DEED : 09/15/16 BOOK: 606 PAGE: 989 MAP: 14C-1-46 NUMBER PAGES : 0 | N | HUFF, MICHAEL ANTHONY & ERIN D N 754 MCGUIRE CIRCLE BERRYVILLE, VA. 22611 | N | 488,916.00 | DBS | 100% |
| 09/16/16 | 16-1680 | MERAZ, RICHARD G, JR & KRISTEN RECORDED TIME: 01:10 DESCRIPTION 1: LOT 25, BATTLETOWN SUBD, SECT E DATE OF DEED : 09/10/16 BOOK: 607 PAGE: 1 MAP: 14A2-17E-25 NUMBER PAGES : 0 | N | NELSON, NICHOLAS R 200 RITTER PL BERRYVILLE, VA. 22611 | N | 124,500.00 | DBS | 100% |
| 09/16/16 | 16-1682 | LAND HOLDING LLC RECORDED TIME: 02:35 DESCRIPTION 1: 3 PARCELS - GREENWAY DIST DATE OF DEED : 09/14/16 BOOK: 607 PAGE: 18 MAP: 30-A-25--27 NUMBER PAGES : 0 | N | LDE LLC P O BOX 31 WINCHESTER, VA. 22604 | N | 210,000.00 | DBS | 100% |
| 09/16/16 | 16-1685 | ROSE, HORACE LESLIE, III & GWEN RECORDED TIME: 03:20 DESCRIPTION 1: LOT 12, 5.56 ACRES BATTLETOWN DIST DATE OF DEED : 05/31/16 BOOK: 607 PAGE: 30 MAP: 33-4-12 NUMBER PAGES : 0 | N | HART, KEVIN P & ELLEN M 203 BARKER LN BLUEMONT, VA. 20135 | N | 567,500.00 | DBS | 100% |
| 09/16/16 | 16-1676 | HUFF, HOWARD FRANKLIN, JR TR OF RECORDED TIME: 12:45 DESCRIPTION 1: CRESCENT ST - TOWN OF BOYCE DATE OF DEED : 08/12/16 BOOK: 606 PAGE: 975 MAP: 21A1-A-42 NUMBER PAGES : 0 | N | SANDOVAL, FRANCISCO 156 W CRESCENT ST BOYCE, VA. 22620 | N | 186,600.00 | DBS | 100% |

Commercial

25 245K
26 191K
27 212K

COUNTY OF CLARKE CIRCUIT COURT
MONTH END DEEDS OF PARTITION AND CONVEYANCE
LOCAL TAXATION DEPARTMENT
COUNTY
FOR SEPTEMBER, 2016

| RECORDED | INSTRUMENT | GRANTOR | (X) GRANTEE/ADDRESS | (X) CONSIDERATION | TYPE | PERCENT |
|----------|------------|--|---|-------------------|------|---------|
| 09/20/16 | 4331 | FINNEY, CHARLES P | N/A N/A | .00 | REA | 00% |
| | | RECORDED TIME: 15:01 | | | | |
| | | DESCRIPTION 1: LOT 18, CROWN ESTATE SUBD | TOWN OF BERRYVILLE | | | |
| | | DATE OF DEED : 09/20/16 BOOK: 98 PAGE: 583 | MAP: 14A1-1-18 | PIN: | | |
| | | NUMBER PAGES : 0 | | | | |
| 09/21/16 | 16-1695 | FOOD LION LLC | N SHOP N SAVE EAST PROP LLC N 11840 VALLEY VIEW RD EDEN PRAIRIE, MN. 55344 | 1,695,738.52 | DBS | 100% |
| | | RECORDED TIME: 03:20 | TOWN OF BERRYVILLE | | | |
| | | DESCRIPTION 1: 4.137 ACRES - LOTS 251C | | | | |
| | | DATE OF DEED : 09/19/16 BOOK: 607 PAGE: 80 | MAP: 14-5-251C | PIN: | | |
| | | NUMBER PAGES : 0 | | | | |
| 09/22/16 | 16-1705 | GREENHALGH, GEORGE P; III | N RED SALES LLC; TR N/A | .00 | DE | 100% |
| | | RECORDED TIME: 03:26 | | | | |
| | | DESCRIPTION 1: | | | | |
| | | DATE OF DEED : 00/00/00 BOOK: 607 PAGE: 174 | MAP: 30-A-98 | PIN: | | |
| | | NUMBER PAGES : 7 | | | | |
| 09/22/16 | 16-1708 | HITCHEN, PETER O | N SAME N/A | .00 | OPM | 100% |
| | | RECORDED TIME: 03:50 | | | | |
| | | DESCRIPTION 1: GREENWAY DISTRICT, CONSOLIDATION OF LANDS | | | | |
| | | DATE OF DEED : 00/00/00 BOOK: 12 PAGE: 33 | MAP: 30-A-65 | PIN: | | |
| | | NUMBER PAGES : 1 | | | | |
| 09/22/16 | 16-1698 | PULLEN, DONALD C & GUYLAINE B | N BAIER, KURT J & JODI M 302 OLD CHAPEL AVE BOYCE, VA. 22620 | 345,000.00 | DBS | 100% |
| | | RECORDED TIME: 11:45 | | | | |
| | | DESCRIPTION 1: TOWN OF BOYCE, 1 ACRE MORE OR LESS | | | | |
| | | DATE OF DEED : 09/21/16 BOOK: 907 PAGE: 101 | MAP: 21A2-A-24 | PIN: | | |
| | | NUMBER PAGES : 0 | | | | |
| 09/23/16 | 16-1719 | SHEPHERD, JAMES C & JEAN H | N PIERCE, TERESA D 116 SHEPHERDS MILL ROAD BERRYVILLE, VA. 22611 | .00 | DG | 100% |
| | | RECORDED TIME: 02:30 | | | | |
| | | DESCRIPTION 1: BATTLETOWN DISTRICT, LOTS 3 & 4, ARCADIA SUBD | | | | |
| | | DATE OF DEED : 09/15/16 BOOK: 607 PAGE: 215 | MAP: 16A-2-3 & 4 | PIN: | | |
| | | NUMBER PAGES : 0 | | | | |
| 09/23/16 | 16-1710 | MORGAN TRUST AGREEMENT | N MORGAN, BAYEAU B; III ET UX P O BOX 286 MILLWOOD, VA. 22646 | .00 | DG | 100% |
| | | RECORDED TIME: 11:40 | | | | |
| | | DESCRIPTION 1: CHAPEL DISTRICT, LOT 4, 1.7732 ACRES | | | | |
| | | DATE OF DEED : 09/23/16 BOOK: 607 PAGE: 185 | MAP: 30-A-1-4 | PIN: | | |
| | | NUMBER PAGES : 0 | | | | |
| 09/26/16 | 16-1733 | GARVIS, BRIAN D & PATRICIA H | N KING, RONALD L & PATRICIA A 213 CRAIGS RUN CT BERRYVILLE, VA. 22611 | 575,000.00 | DBS | 100% |
| | | RECORDED TIME: 01:40 | TOWN OF BERRYVILLE | | | |
| | | DESCRIPTION 1: LOT 63, CRAIGS RUN COURT | | | | |
| | | DATE OF DEED : 09/22/16 BOOK: 607 PAGE: 274 | MAP: 14A8-2-63 | PIN: | | |
| | | NUMBER PAGES : 0 | | | | |

Handwritten notes:
 3,250,000
 147,000
 443,800
 26,000

COUNTY OF CLARKE CIRCUIT COURT
 MONTH END DEEDS OF PARTITION AND CONVEYANCE
 LOCAL TAXATION DEPARTMENT
 COUNTY
 FOR SEPTEMBER, 2016

| RECORDED | INSTRUMENT | GRANTOR | (X) GRANTEE/ADDRESS | (X) CONSIDERATION | TYPE | PERCENT |
|----------|------------|--|---|-----------------------|---------|---------|
| 09/26/16 | 16-1727 | HAUN, ANITA DAWN | N PATE GARY DOUGLAS, JR 840 BOCH ROAD BERRYVILLE, VA. 22611 | N 195,000.00 | DBS | 100% |
| | | RECORDED TIME: 11:47 | | | | |
| | | DESCRIPTION 1: BATTLETOWN DISTRICT, LOT 1, BLOCK B | BRADFIELD SUBD, SEC 1 | | | |
| | | DATE OF DEED : 09/23/16 BOOK: 607 PAGE: 242 | MAP: 15A-1-B-1 | PIN: | | |
| | | NUMBER PAGES : 0 | | | | |
| 09/26/16 | 4332 | JEZISKI, FRANK CARL | N/A | .00 | REA | 00% |
| | | RECORDED TIME: 16:17 | N/A | | | |
| | | DESCRIPTION 1: LOT 11, BATTLETOWN SUBD., SEC B | TOWN OF BERRYVILLE | | | |
| | | DATE OF DEED : 09/26/16 BOOK: 98 PAGE: 585 | MAP: 14-A2-19-B-11 | PIN: | | |
| | | NUMBER PAGES : 0 | | | | |
| 09/27/16 | 16-1745 | TRUSTEE SERVICES OF VIRGINIA L N | FEDERAL NATIONAL MORTGAGE ASSN Y 14221 DALLAS PK DALLAS, TX. 75254 | 370,900.00 | DBS | 100% |
| | | RECORDED TIME: 02:01 | | | | |
| | | DESCRIPTION 1: LOT 219, TOWN OF BERRYVILLE | EWELL COURT | | | |
| | | DATE OF DEED : 09/23/16 BOOK: 607 PAGE: 367 | MAP: 14A7-8-219 | PIN: | | |
| | | NUMBER PAGES : 0 | | | | |
| 09/27/16 | 16-1739 | JOHNSTON, RJ & JESSICA | N BURNS, CONSTANCE 517 PAGE STREET BERRYVILLE, VA. 22611 | N 355,000.00 | DBS | 100% |
| | | RECORDED TIME: 12:10 | | | | |
| | | DESCRIPTION 1: TOWN OF BERRYVILLE, LOT 50, SEC 2 | | | | |
| | | DATE OF DEED : 09/20/16 BOOK: 607 PAGE: 316 | MAP: 14A2-13-50 | PIN: | | |
| | | NUMBER PAGES : 0 | | | | |
| 09/27/16 | 16-1741 | DONEGAN, STEPHEN G | N FLYNN, BRET & TIFFANY 3268 BORDENS SPRING ROAD WHITE POST, VA. 22663 | N 189,000.00 | DBS | 100% |
| | | RECORDED TIME: 12:11 | | | | |
| | | DESCRIPTION 1: GREENWAY DISTRICT, 1.29 ACRES | | | | |
| | | DATE OF DEED : 09/23/16 BOOK: 607 PAGE: 337 | MAP: 36-A-16 | PIN: | | |
| | | NUMBER PAGES : 0 | | | | |
| 09/27/16 | 4333 | MCCLAUGHRY, MAXWELL D | N/A | .00 | PROBATE | 00% |
| | | RECORDED TIME: 15:25 | N/A | | | |
| | | DESCRIPTION 1: LIFE ESTATE IN REAL PROPERTY | | | | |
| | | DATE OF DEED : 09/27/16 BOOK: 98 PAGE: 587 | MAP: | PIN: | | |
| | | NUMBER PAGES : 0 | | | | |
| 09/28/16 | 16-1747 | DELRE, JOHN W & SUSAN K MACKLI N | RAPPAHANNOCK ELECTRIC COOPERAT N N/A | .00 | DE | 100% |
| | | RECORDED TIME: 10:50 | | | | |
| | | DESCRIPTION 1: CHAPEL DIST | | | | |
| | | DATE OF DEED : 00/00/00 BOOK: 607 PAGE: 374 | MAP: 12-A-16+ | PIN: | | |
| | | NUMBER PAGES : 0 | | | | |
| 09/28/16 | 16-1749 | VIRTS, KEVIN M | N VIRTS PROPERTIES 11, LLC 43224 EVANS POND RD LEESBURG, VA. 20176 | N .00 | DBS | 100% |
| | | RECORDED TIME: 11:00 | | | | |
| | | DESCRIPTION 1: 5 TRACTS, CHAPEL, BATTLETOWN, TOWN OF | BERRYVILLE | | | |
| | | DATE OF DEED : 09/19/16 BOOK: 607 PAGE: 380 | MAP: 3-A-32+ | PIN: | | |
| | | NUMBER PAGES : 0 | | | | |

Handwritten notes:
 17th 200
 Leg imp
 311,547
 370,900
 Wimp
 37K
 Wimp
 180,000
 Wimp

COUNTY OF CLARKE CIRCUIT COURT
 MONTH END DEEDS OF PARTITION AND CONVEYANCE
 LOCAL TAXATION DEPARTMENT
 COUNTY
 FOR SEPTEMBER, 2016

| RECORDED | INSTRUMENT | GRANTOR | (X) GRANTEE/ADDRESS | (X) CONSIDERATION | TYPE | PERCENT |
|----------|------------|---|---|-------------------|------|---------------------------------|
| 09/29/16 | 16-1757 | MYER, ALFRED & PAULA RECORDED TIME: 03:03 DESCRIPTION 1: LONGMARSH DISTRICT, 35.7652 ACRES, W/RS DATE OF DEED : 09/29/16 BOOK: 607 PAGE: 454 MAP: 6-A-46 NUMBER PAGES : 0 | N GALLAGHER, JAMES; ET UX 19 PIERCE ROAD BERRYVILLE, VA. 22611 PIN: | N 610,500.00 | DBS | 100% <i>598.30 W/imp</i> |
| 09/29/16 | 16-1760 | LICKING VALLEY CONSTRUCTION CO RECORDED TIME: 04:18 DESCRIPTION 1: PARCEL 4B OF CAREFREE ACRES DATE OF DEED : 09/29/16 BOOK: 607 PAGE: 479 MAP: 39-5-4B NUMBER PAGES : 0 | N FLEMING, JAMES M, JR ET UX CLARKE CO VA, GREENWAY DIST WR/S PIN: | N 359,400.00 | DBS | 100% <i>96K Vac</i> |
| 09/29/16 | 16-1754 | DYKES, LARRY D RECORDED TIME: 12:05 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 09/28/16 BOOK: 607 PAGE: 425 MAP: 14A1-5-4A NUMBER PAGES : 0 | N HETZEL, ROBERT & STACY 343 RUSSELL RD BERRYVILLE, VA. 22611 PIN: | N 250,000.00 | DBS | 100% <i>96K Vac</i> |
| 09/30/16 | 16-1768 | WINE, JAMES A, JR & CAROL FLAHE RECORDED TIME: 02:41 DESCRIPTION 1: CHAPEL DISTRICT DATE OF DEED : 00/00/00 BOOK: 12 PAGE: 34-37 MAP: 32-A-77 NUMBER PAGES : 4 | N WINE, JAMES A, JR & CAROL FLAHE N/A PIN: | .00 | OPM | 100% |
| 09/30/16 | 16-1769 | FLAHERTY, CAROL & ROBERT J RECORDED TIME: 02:45 DESCRIPTION 1: LOT 2, WINE/FLAHERTY SUBD DATE OF DEED : 08/29/16 BOOK: 607 PAGE: 546 MAP: 32-A-77 (PORTION OF) NUMBER PAGES : 0 | N FLAHERTY, REBECCA A 13469 MTN RD LOVETTTSVILLE, VA. 20180 CHAPEL DIST PIN: | .00 | DG | 100% |
| 09/30/16 | 16-1770 | MCNIEL, ROBERT H, JR ET UX RECORDED TIME: 03:55 DESCRIPTION 1: 3.656 ACRES DATE OF DEED : 09/16/16 BOOK: 607 PAGE: 549 MAP: 26B-A-7 NUMBER PAGES : 0 | N MCNIEL, ROBERT H, JR 170 BANJO LN BLUEMONT, VA. 20135 BATTLETOWN DIST PIN: | .00 | DBS | 100% |
| 09/30/16 | 16-1762 | GALLAHAN, DAVID A RECORDED TIME: 09:00 DESCRIPTION 1: LOT 70, BLK 2A, UNII DATE OF DEED : 09/28/16 BOOK: 607 PAGE: 493 MAP: 17A2-28-70 NUMBER PAGES : 0 | N MOCK, DAVID 70 MAPLE LANE BLUEMONT, VA. 20135 SHEN, RET BATTLETOWN DIST PIN: | .00 | DG | 100% |
| 09/30/16 | 4334 | GILPIN, KENNETH N, III RECORDED TIME: 09:20 DESCRIPTION 1: 1/3 INTEREST IN 12 PARCELS DATE OF DEED : 09/30/16 BOOK: 98 PAGE: 597 MAP: 32-A-83D NUMBER PAGES : 0 | N/A N/A CHAPEL/GREENWAY PIN: | .00 | COPY | 00% |

COUNTY OF CLARKE CIRCUIT COURT
MONTH END DEEDS OF PARTITION AND CONVEYANCE
LOCAL TAXATION DEPARTMENT
COUNTY
FOR SEPTEMBER, 2016

RECORDED INSTRUMENT GRANTOR (X) GRANTEE/ADDRESS (X) CONSIDERATION TYPE PERCENT

***** DEEDS TRANSFER UPON DEATH *****

09/30/16 16-1763 THOMPSON, W R; III ET AL N THOMPSON, W R; IV N .00 DTD 100%
 RECORDED TIME: 10:50 P O DRAWER D WHITE POST, VA. 22663
 DESCRIPTION 1: GREENWAY DISTRICT, 110.4 ACRES AND 8.17 AC
 DATE OF DEED : 09/29/16 BOOK: 607 PAGE: 495 MAP: 28-A-27 & 42A PIN:
 NUMBER PAGES : 0

TOTAL COUNTY DEEDS OF PARTITION AND CONVEYANCE: 45
 TOTAL NUMBER OF COUNTY DEEDS OF CORRECTION : 0
 TOTAL NUMBER OF COUNTY WILL/FIDUCIARY : 4

October Report

Economic Development and Tourism

Last year we participated in the local regional entrepreneurship café. The IDA contributed \$500 and Bank of Clarke County was also a sponsor. This year the event will be held again with cash and other prizes presented to the winner. The scope of this competition seems to have changed and the new name is RISE, Regional initiative supporting entrepreneurship. We had one entrant from Clarke County last year. I am recommending that we publicize the event through our website and Facebook, but do not have an active involvement this year.

We are in the process of formulating a two step agricultural entrepreneurship course for the county. I have commitments from VDACS and People Virginia to participate. We will be talking to the Farm Bureau, the local high school programs and other sources of content to put this together. We will focus on agribusinesses, farm based breweries and distilleries as well as agri-tourism. We will also cover developing a business plan for farming whether it is crop driven or focused on raising meat. There will be availability to discuss equine operations as well. The first session will a two hour general introductory meeting followed by 4-6 more specific and focused sessions.

People Virginia will also be announcing a new Google Session to help local businesses of all types with improving their internet reach and productivity. This will be in conjunction with our department.

**Clarke County Fire & EMS
FY 16-17 Closing Balance Summary**

| Description | Jul-16 | Aug-16 | Sep-16 | Oct-16 | Nov-16 | Dec-16 | YTD Totals |
|------------------------------------|--------------------|--------------------|--------------------|----------|----------|----------|---------------------|
| Billable Calls | | | | | | | |
| Enders (Co 1) | 79 | 58 | 58 | | | | 195 |
| Boyce (Co 4) | 22 | 12 | 15 | | | | 49 |
| Blue Ridge (Co 8) | 6 | 4 | 10 | | | | 20 |
| Total # of Billable Calls | 107 | 74 | 83 | 0 | 0 | 0 | 264 |
| ALS Trips Billed | 52 | 42 | 33 | | | | 127 |
| BLS Trips Billed | 55 | 32 | 50 | | | | 137 |
| Total | 107 | 74 | 83 | 0 | 0 | 0 | 264 |
| Calls Dispatched | | | | | | | |
| Co 1 Career | 64 | 53 | 44 | | | | 161 |
| Co 1 Volunteer | 3 | 5 | 7 | | | | 15 |
| Co 1 Split | 50 | 35 | 26 | | | | 111 |
| Co 4 Career | 1 | 2 | 0 | | | | 3 |
| Co 4 Volunteer | 5 | 9 | 8 | | | | 22 |
| Co 4 Split | 15 | 5 | 8 | | | | 28 |
| Co 8 Career | 0 | 0 | 0 | | | | 0 |
| Co 8 Volunteer | 13 | 7 | 20 | | | | 40 |
| Co 8 Split | 0 | 0 | 1 | | | | 1 |
| Unknown | 12 | 2 | 3 | | | | 17 |
| Total # of Calls Dispatched | 163 | 118 | 117 | 0 | 0 | 0 | 398 |
| Total Payments | \$32,086.55 | \$44,691.71 | \$32,857.11 | | | | \$109,635.37 |

Virginia Regional Transit

Month: September 2016

| Route | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | | |
|------------------------------|----|----|---|---|---|---|----|----|---|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|--|-----|
| Scheduled Trips | 23 | 12 | | | | 6 | 11 | 8 | 7 | | | 12 | 4 | 19 | 13 | 17 | | | 11 | 5 | 11 | 9 | 14 | | | 10 | 9 | 9 | 18 | 10 | | 238 |
| No Shows/Cancellations | 3 | 0 | | | | 0 | 0 | 0 | 0 | | | 0 | 0 | 4 | 1 | 1 | | | 2 | 0 | 0 | 0 | 4 | | | 4 | 1 | 0 | 3 | 2 | | 25 |
| Add Ons | 0 | 4 | | | | 0 | 0 | 5 | 1 | | | 0 | 1 | 0 | 0 | 0 | | | 1 | 0 | 3 | 0 | 0 | | | 1 | 0 | 0 | 0 | 0 | | 16 |
| Total Passengers Transported | 20 | 16 | | | | 6 | 11 | 13 | 8 | | | 12 | 5 | 15 | 12 | 16 | | | 10 | 5 | 14 | 9 | 10 | | | 7 | 8 | 9 | 15 | 8 | | 229 |



2016 Legislative Priorities and Positions for Clarke County 10/20/2015

Issue: Education

Clarke County supports full funding of Virginia's Standards of Quality as recommended by the Board of Education. The Commonwealth should shoulder its share of the true cost of K-12 public education without reducing other parts of the budget affecting local government or shifting costs from the Commonwealth to localities.

In addition to meeting its obligations to fund fully instructional staff, Clarke County believes the Commonwealth should meet its obligation to fund fully the support side of K-12. Full restoration should be made of the cuts made in since 2009 in areas related to support staff funding including the elimination of the funding cap on support positions, reinstatement of the Cost of Competing funds for support staff, etc.

Clarke County supports legislation to adjust the calculation of the local Composite Index to base its Real Estate value calculations on use-value instead of true value in localities that have adopted use-value taxation.

Issue: Wireless and Broadband Access

Widespread deployment of broadband should be a top priority for the Commonwealth to ensure economic advantages, educational opportunities, the expansion of telemedicine and other modern initiatives. It is clear that Verizon Wireless, AT&T and the other internet, broadband and cellular providers will not provide wireless communication broadband service to rural areas unless they are given incentives or a mandate to do so. Clarke County asks that the Commonwealth take steps to encourage or require rural access to modern broadband and cellular technology to rural areas just as was done years ago when electrical and telephone service became important technologies.

Issue: State Tax Reform, Cost and Revenue Shifting and State Year-end Surplus Funds

Clarke County calls upon the Commonwealth to restructure state income, sales and use taxes to address anachronistic tax policies. Tax reform is required to help buttress the Commonwealth's General Fund that finances most core government functions and must be stabilized to meet current and foreseeable core service demands. Failure to address this need has resulted in the unfair gradual shifting of costs and the outright reduction in aid to localities to balance the state budget. With each passing year Clarke County has been required to raise real estate taxes in order to incrementally subsidize a variety of traditionally state funded (or state shared) costs (Compensation Board, Registrar, Cooperative Extension, Line of Duty, Social Services and the court system for example). This cost shifting places a tremendous burden on a regressive real estate tax system. Cost shifting must stop and the tax system must be reformed to reduce the burden on the real estate tax. Action must be

2016 Legislative Priorities And Positions For Clarke County

taken to restore "Aid to Localities".

At a minimum tax reform should meet the following criteria:

- Reduction of local dependence on the real estate tax.
- Address fairness in taxing structures and "level the playing field" to eliminate unequal treatment; for example, ensuring the collection of sales tax from internet sales thereby promoting uniformity and fairness in the tax treatment of businesses selling goods in the Commonwealth.
- Offset any change that reduces or eliminates an existing local funding source by a new or expanded source. Clarke County opposes repeal of the machinery and tools tax or the BPOL tax unless such offset is guaranteed.
- Ensure equal taxing authority to towns, cities and counties.
- Protection of the commonwealth's general fund and preservation for core government functions such as public education, health and human services, public safety, natural resources and environmental services. Transportation maintenance and improvements should be paid by user fees.

Issue: Funding for State Mandated Positions and Jails

Clarke County urges the Commonwealth to meet its full funding obligations for Constitutional Officers and their state mandated positions. In addition, Clarke requests that the FY2015 state budget be amended to fund local and regional jails based on actual costs as determined by the Annual Jail Cost Report, published by the Compensation Board.

Issue: Water Quality

Clarke County supports cost effective measures aimed at reducing loadings of pollutants in state waters from both point and non-point sources but urges the Commonwealth to consider the impacts of such measures will have on both local governments and agriculture. Further, Clarke believes reliable forms of financial and technical assistance will be required to help localities and agriculture meet the Commonwealth's goals with regard to water quality.

Issue: Land Conservation

Clarke County supports the Purchase of Development Rights program, the Tax Credit program for the donation of easements, the transferability of tax credits.

Issue: Local Ordinance Violations

Clarke County requests the repeal of budget language enacted by the 2012 General Assembly that required the deposit of local ordinance violation collections from General District Courts, Juvenile and Domestic Relations Courts, Combined District Courts and the Magistrate System to the State Treasury. This legislative action removed a source of local revenue for many localities. For other jurisdictions, it is added state bureaucracy that is unnecessary but results in localities and law enforcement spending extra time checking to make sure the funds that are destined for the locality are properly returned from Richmond and credited.

2016 Legislative Priorities And Positions For Clarke County

Issue: Ethics Rules

Clarke welcomes a review of the Commonwealth's Ethics Rules but believes that the rules that affect local jurisdictions and their Boards, Commissions, Authorities and Committees are strong enough today. Clarke cautions that any increase to the ethics rules affecting localities could prove detrimental to getting people to serve in local government positions. On the State level, Clarke supports the idea of recording the votes of individual members of the General Assembly at all subcommittee meetings.



**WYTHE COUNTY
RESOLUTION 2016-20**

WHEREAS, the County of Wythe, Virginia request that all Counties in Virginia have equal rights; and,

WHEREAS, the County of Wythe, respectively request that the Code of Virginia be amended to provide equal rights; and,

WHEREAS, the County of Wythe has been required to fund shortfalls in state and federal funding; and,

WHEREAS, the County of Wythe has identified a means to lessen the burden on property taxes by implementing a cigarette tax that has previously been approved for certain counties, and all cities and towns by state legislative action; and,

NOW, THEREFORE, BE IT RESOLVED, the Wythe County Board of Supervisors request that Section 58.1-3831 be amended to allow all Virginia Counties to have the power to levy tax upon the sale or use of cigarettes; and

FURTHER RESOLVED, that a copy of the requested changes be attached to this resolution.

This resolution was adopted by the Wythe County Board of Supervisors on the 27th day of September 2016. Supervisor Hale made the motion for adoption with Supervisor Gary Houseman seconding the motion. The roll call vote was:

Ayes: 7

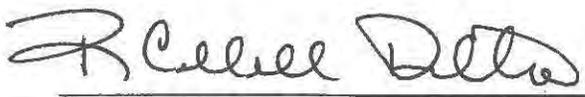
Nayes: 0

Absent: 0

Attest:



Timothy A. Reeves, Sr., Chairman
Wythe County Board of Supervisors



R. Cellell Dalton, County Administrator

CODE OF VIRGINIA

Title 58.1 Taxation

Chapter 38. Miscellaneous Taxes

§ 58.1-3831. Tax in certain counties.

~~Fairfax and Arlington Counties~~ **All counties in Virginia** shall have the power to levy tax upon the sale or use of cigarettes. Such tax shall be in such amount and on such terms as the governing body may by ordinances prescribe, not to exceed five cents per pack or the amount levied under state law, whichever is greater. The provisions of § 58.1-3830 shall apply to such counties, mutatis mutandis.

Code 1950, § 58-757.28; 1970, c. 512; 1971, Ex. Sess., c. 213; 1984, c. 675.

COUNTY ADMINISTRATOR
Neil A. Morgan



BOARD OF SUPERVISORS

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District 1
Sheila S. Noll
District 2
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District 3
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District 4
Thomas G. Shepperd, Jr.
District 5

August 26, 2016

Mr. David L. Ash
County Administrator
Clarke County
101 Chalmers Court, Ste. B
Berryville, Virginia 22611

Dear Mr. Ash:

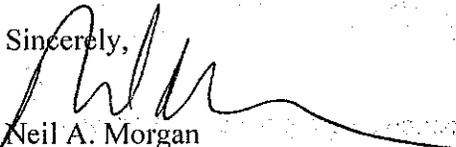
The York County Board of Supervisors has tasked me to develop and implement a legislative engagement strategy to seek General Assembly approval of changes to Section 58.1-3833 of the Code of Virginia that would equalize the meals taxation authority among cities, towns, and counties. We are well aware that requests for broader legislation to equalize all taxing authority of cities, towns, and counties have been proposed in the past and vigorously supported by the Virginia Association of Counties (VACo) and member counties, yet have been soundly defeated. Accordingly, our Board has decided that it wishes to focus on the meals tax authority with the objective of creating a coalition of counties and other constituencies that would support such an initiative. I'm happy to report that our preliminary discussions with the VACo Finance Committee and others concerning a focus on the meals tax alone have been productive and promising.

I am enclosing a short statement describing the current enabling statute, the application of meals taxes by cities, towns, and counties across the Commonwealth, and the specific factors that we believe make this initiative worthy of consideration for York and other counties. Our proposal would cap the opportunity at an 8 percent rate, which is consistent with the maximum rate established by any of the cities currently possessing the meals taxation authority, and would allow the authority to be exercised without need for a referendum.

Please consider identifying this as a potential legislative priority as you work with your Board to prepare for the 2017 General Assembly session. Of course, and as you well know, support for counties being granted such authority does not in any way obligate a governing body to actually adopt a new or increased meals tax, but would simply provide the opportunity to do so should the governing body of a county determine such an action to be an appropriate way to address revenue demands. Gaining that option, and having the opportunity to alleviate pressures on the real estate tax rate, is York's motivation.

Should you agree and wish to be involved or kept abreast of efforts to have this initiative introduced for consideration in the 2017 session of the General Assembly, please let me know either by letter, an email (Neil.Morgan@yorkcounty.gov), or a phone call (757-890-3320). Thanks for your consideration.

Sincerely,


Neil A. Morgan
County Administrator

Enclosure

224 Ballard Street • P.O. Box 532 • Yorktown, Virginia 23690-0532 • (757) 890-3320
Fax: (757) 890-4002 • TDD (757) 890-3621 • Email: bos@yorkcounty.gov
A Hampton Roads Community

Meals Tax Authority – Legislative Engagement

Introduction

Section 58.1-3833 of the Code of Virginia (see attached) authorizes counties to levy a tax on the purchase of all prepared and ready to eat food and beverages, at a rate not to exceed 4%, if approved in a voter referendum. The referendum may be initiated by a resolution adopted by the governing body or by a petition signed by at least 10% of the registered voters in the county. Five counties (Arlington, Roanoke, Rockbridge, Frederick, and Montgomery) have been granted an exemption from the referendum requirement, so their governing bodies can act on their own initiative. Meals taxes are assessed in addition to the retail sales tax, which in Hampton Roads is 6%.

Meals tax applies to:

- Prepared food and beverages (ready-to-eat) at restaurants, lunchrooms, cafeterias, coffee shops, cafes, taverns, delis, food trucks, etc.
- Alcoholic and non-alcoholic beverages served with a meal

Meals tax does not apply to:

- Groceries
- Food sold through vending machines

According to information compiled by the Weldon Cooper Center for Public Service for 2014, 47 of Virginia's 95 counties assessed a meals tax in 2014. Forty-six (46) counties reported a tax rate of between 3.1% and 4%, while one (Dickenson) reported a rate of 2%.¹ There are no restrictions on the use of the revenue generated by the meals tax; however, some localities earmark a portion or all of the revenue for a specific purpose.

It is important to note that towns and cities are not subject to the referendum process or the 4% cap on the meals tax rate. All 38 of Virginia's cities assess a meals tax, with the lowest rate being 4%, the highest 7.5%, and the median being 6%. The median rate assessed by the 104 towns with a meals tax is 5%, with a minimum of 2% and a maximum of 8%.

York County's meals tax rate is 4%, which will generate projected revenues of \$5.9 million in FY17. Each of the jurisdictions bordering York County imposes a meals tax (Hampton-7.5%, Newport News-7.5%, Poquoson-6%, Williamsburg-5%, James City County-4%, Gloucester-4%).

Issue

York County, like other Virginia counties, is heavily dependent on the real estate and personal property tax and, accordingly, has interest in alternative opportunities for revenue growth to meet increasing obligations and demands for County-funded programs and services. The constraint imposed by the current enabling legislation (4% rate cap) prevents the County from doing so and stands in contrast to the opportunities available to the four cities that border York

¹ Two other counties (Henrico and Middlesex) established a meals tax after the 2014 data was compiled, both at 4%.

Meals Tax Authority – Legislative Engagement

County. In a number of locations along those borders, restaurants are located on abutting properties (one in the county, one in the city) with differing meals tax rates. For many, and particularly in the case of the tourists and travelers, there likely is no awareness of the border or the different tax rate and, therefore, no impact (at least from a taxation standpoint) on which restaurant the prospective diner chooses to patronize (i.e., no competitive advantage or disadvantage). Undoubtedly, the same situation exists in many locations across the Commonwealth.

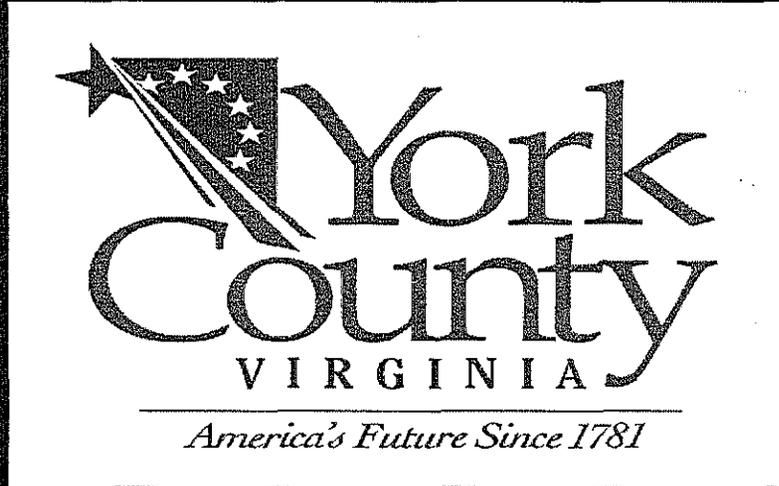
Real estate and personal property tax rate increases apply to all property-owning residents, regardless of their ability to pay. Conversely, dining out is largely a discretionary decision so the meals tax is paid by residents, as well as tourists and travelers, who dine out by choice, convenience, or other considerations.

As noted previously, York County's 4% meals tax is projected to generate \$5.9 million in revenue in FY2017. Increasing the County's rate from 4% to 5% (for example, to match the Williamsburg rate) would generate approximately \$1.4 million annually in additional revenue. If earmarked, for example, to enhance the Capital Improvements Program budget, the funding able to be devoted to County and School projects would be increased by almost 10%. In other words, a modest 5-cent increase in a \$5 fast food meal (20 cents meals tax @ 4% vs. 25 cents @ 5%) would help produce significant gains in the County's ability to address capital project needs.

York County has proposed and supported requests in past legislative sessions to amend the Code of Virginia to give counties the same taxing authority as towns and cities. This all-inclusive approach (which would add authority to tax cigarettes and admissions, and remove limitations on meals and transient occupancy) has not been supported by the General Assembly. Recognizing that opposition, the York County Board of Supervisors has determined that it would be prudent to focus on a proposal to provide counties with additional authority only for the meals tax.

Accordingly, the York County Board of Supervisors wishes to ascertain the interest of other counties and potential advocates in working cooperatively to engage, educate and influence members of the General Assembly regarding the disparity between cities/towns and counties regarding meals taxing authority with the objective of gaining support for legislation to equalize it in the 2017 session of the General Assembly. Specifically, the desired legislation would:

- Enable counties, on the initiative and action by their governing bodies (and without referendum), to establish a meals tax at a rate determined appropriate by the governing body, but not to exceed 8%.



Meals Tax Parity for Counties

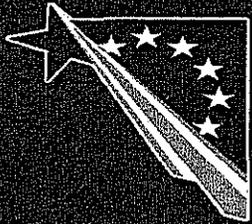
York County



Meals Tax Parity for Counties

- Section 58.1-3833 of COV currently authorizes Counties to levy a tax on the purchase of prepared and ready to eat food and beverages:
 - *At a rate not to exceed 4%*
 - *If approved by a referendum initiated by the governing body or by petition of at least 10% of registered voters*
 - *Arlington, Roanoke, Rockbridge, Frederick and Montgomery Counties are exempt from referendum requirement*
- Cities and Towns are not capped at 4% and are not subject to a referendum requirement

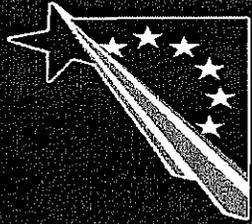
York County



Meals Tax Parity for Counties

- 47 of Virginia's 95 counties assessed a Meals Tax in 2014
 - Rates ranged from 3.1% to 4% (*only one County had a 2% rate*)
- All Cities (38) assessed a Meals Tax
 - Lowest - 4%
 - Highest - 7.5%
 - Median - 6%
- Cities bordering York County
 - Hampton / Newport News – 7.5%
 - Poquoson – 6%
 - Williamsburg – 5%

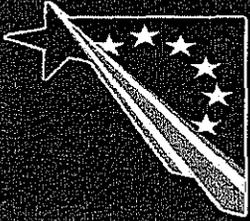
York County



Meals Tax Parity for Counties

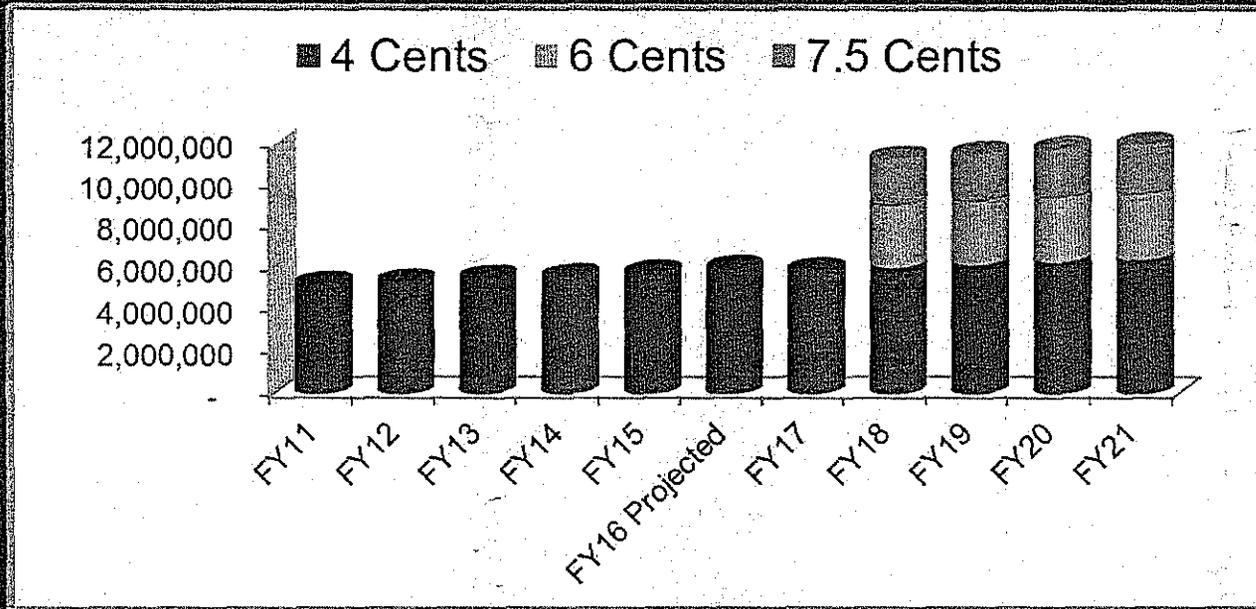
- Meals Tax parity would provide a revenue enhancement option to relieve pressures on Real Estate and Personal Property
- Dining out is largely discretionary – by choice or convenience
- Meals Taxes are paid by residents and tourists / travelers
- Decisions on dining destinations are not dependent on meals tax rates

York County



Meals Tax Parity for Counties

Impact of Potential Rate Increase for York County

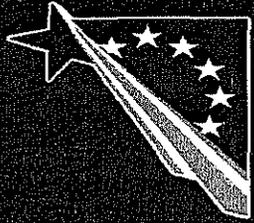


Increasing the rate from 4 cents to 6 cents provides additional revenue of \$3 million.

Increasing the rate to 7.5 cents adds \$5.3 million of additional revenue.

Note: 50% of Meals Taxes are Shared with the School Division.

York County



Meals Tax Parity for Counties

Legislative Proposal

Enable counties, on the initiative and action by their governing bodies (and without referendum), to establish a meals tax at a rate determined appropriate by the governing body, but not to exceed 8%.

York County