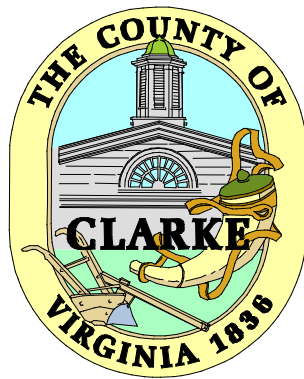


# Clarke County Board of Supervisors



## Regular Meeting Packet December 19, 2023



# Clarke County Board of Supervisors Regular Meeting Agenda

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

Item	December 19, 2023	Page
<b>Afternoon Session 1:00 PM</b>		
1.	Call To Order	6
2.	Adoption Of Agenda	7
3.	Citizen's Comment Period	8
4.	Resolution of Recognition & Appreciation for Sheriff Anthony W. "Tony" Roper (2023-23R)	10
5.	Resolution of Recognition & Appreciation for Senator Jill Vogel (2023-24R)	12
6.	Clarke County Sheriff's Office Accreditation Presentation	13
7.	VDOT Update	14
8.	FY23 Audit Presentation by Robinson Farmer Cox	15
9.	Approval of Minutes:	16
	– November 21, 2023 Regular Meeting	17
10.	Consent Agenda:	66
	– 36 E Main Street Lease Agreement with FISH of Clarke County, Inc.	67
	– Memorandum of Understanding Between Clarke County Department of Social Services and County of Clarke, Virginia	74
	– FY24 Agreement Between the Virginia Department of Health and the Clarke County Board of Supervisors for Funding and Services of the Lord Fairfax Health Department	78
11.	Set Public Hearing: Solar Power Plant Use and Regulations Text Amendment (PH2023-13: TA23-04)	90
12.	Update on Fire & EMS Commission	97
13.	Personnel Committee Items from December 11, 2023:	106
	A. Expiration of Term for appointments expiring through February 2024. <b>Action: The Personnel Committee recommends the following:</b>	107
	– Appoint Anne Cushman to replace Margaret Legard on the Board of Social Services for a four-year term that will expire December 31, 2027.	
	– Reappoint Barbara Byrd to the Board of Social Services for a four-year term that will expire December 31, 2027.	
	– Reappoint Chris Bates as the parent representative to the Community Policy & Management Team for a three-year term that will expire December 31, 2026.	
	– Reappoint Christy Dunkle as the Town of Berryville representative to the Economic Development Advisory Committee for a four-year term that will expire December 31, 2027.	
	– Reappoint Lisa Goshen to the Northwestern Community Services Board for a three-year term expiring December 31, 2026.	
	– Appoint Sheriff-Elect Travis Sumption to the Northwestern Regional Jail Authority for a four-year term that will expire December 31, 2027.	



# Clarke County Board of Supervisors Regular Meeting Agenda

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

Item	December 19, 2023	Page
	<ul style="list-style-type: none"><li>– Reappoint Chris Boies to the Northwestern Regional Jail Authority for a one-year term that will expire on December 31, 2024.</li><li>– Reappoint Susan Merriman to the Parks &amp; Recreation Advisory Board for a four-year term that will expire December 31, 2027.</li><li>– Reappoint Tom Elliston to the Parks &amp; Recreation Advisory Board for a four-year term that will expire December 31, 2027.</li><li>– Reappoint Emily Rhodes to the Parks &amp; Recreation Advisory Board for a four-year term that will expire December 31, 2027.</li><li>– Reappoint Berkeley Reynolds as the Town of Boyce representative to the Parks &amp; Recreation Advisory Board for a four-year term that will expire December 31, 2027.</li><li>– Reappoint Cathy Seal as alternate to the Shenandoah Valley Chief Local Elected Officials Consortium for a four-year term that will expire December 31, 2027.</li></ul>	
14.	Board of Supervisors Work Session Items from December 11, 2023:	122
	A. Continued Discussion: Campground Regulations Text Amendment (PH2023-12: TA23-01) <b>Action: By consensus, the Board decided to ask the Planning Commission to develop significant use regulations for campgrounds instead of removing campgrounds from the ordinance completely.</b>	123
15.	Finance Committee Items from December 11, 2023:	143
	A. FY24 Supplemental Appropriation Requests	
	1. Children’s Services Act <b>Action: The Finance Committee recommends, “Be it resolved that FY24 Children’s Services Act operating fund budgeted expenditure and appropriation be increased \$448,008, revenue budget and appropriation be increased by \$359,133, and fund balance designation for CSA be decreased in the amount of \$88,875, all for the purpose of receiving additional State revenue for the Children’s Services Act programs budget”.</b>	146
	2. Litter Prevention and Recycling Program Grant <b>Action: The Finance Committee recommends, “Be it resolved that FY24 Litter Control operating fund budgeted expenditure and appropriation be increased \$8,551.93, revenue budget and appropriation be increased by \$8,551.93, all for the purpose of receiving additional State revenue for the Litter Prevention and Recycling Program Grant”.</b>	149
	3. Additional \$5,000 ARPA for Sheriff’s Office <b>Action: The Finance Committee recommends, “Be it resolved that FY24 Government Capital Projects fund expenditure budget and appropriation be increased \$5,000 and that revenue budget and appropriation be increased by the same amount, all for the purpose of receiving additional ARPA revenue to be used to purchase bullet resistance vests for the Sheriff’s Office”.</b>	151



# Clarke County Board of Supervisors Regular Meeting Agenda

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

Item	December 19, 2023	Page
4.	Registrar's Office Grant <b>Action: The Finance Committee recommends, "Be it resolved that FY24 Government Capital Projects fund expenditure budget and appropriation be increased \$45,000 and that revenue budget and appropriation be increased in the same amount, all for the purpose of receiving a Virginia Department of Emergency Management grant to provide security improvements and equipment for the Registrar's Office".</b>	152
5.	Courthouse Green Project <b>Action: The Finance Committee recommends, "Be it resolved that FY24 Government Capital Projects fund expenditure budget and appropriation be increased \$83,425 for the Courthouse Green Project, and that fund balance designation for the County Courthouse Green Project be reduced by the same amount, all for the purpose providing budget for the next design phase of the Courthouse Green project".</b>	158
6.	Clarke County Public Schools <b>Action: The Finance Committee recommends, "Be it resolved that FY24 School Operating fund expenditure budget and appropriation be increased \$290,898 and that revenue budget and appropriation be increased by the same amount, all for the purpose of accepting additional State revenue from the Virginia Department of Education for the All-in Virginia Program Implementation and to provide a 2% salary increase to all CCPS employees, other than teachers who received a 7% increase when the FY24 budget was adopted".</b>	...
B.	Transfer Request From Operating Fund Budget to Capital Projects Fund Budget <b>Action: The Finance Committee recommends, "Be it resolved that FY24 budgeted expenditure of \$25,000 be transferred from the Clarke County Operating fund to the Clarke County Capital Projects fund, for the purpose of receiving \$25,000 from the Clarke County Health Department".</b>	...
C.	Update on Opioid Abatement Funds <b>Action: Information Only.</b>	175
D.	Bills and Claims <b>Action: The Finance Committee recommends approval of the November 2023 Invoice History Report.</b>	205
E.	Standing Reports: Year to Date Budget Report, Reconciliation of Appropriations, Capital Projects Report <b>Action: Information Only.</b>	215
16.	Joint Administrative Services Board Update	237
17.	Government Projects Update	238
18.	Miscellaneous Items	239
19.	Summary Of Required Action	240
20.	Board Member Committee Status Reports	241
21.	Closed Session pursuant to §2.2-3711(A)(3) to discuss the acquisition of real property for a public purpose	242
22.	Closed session pursuant to §2.2-3711(A)(7) to consult with legal counsel regarding actual or probable litigation	243



# Clarke County Board of Supervisors Regular Meeting Agenda

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

Item	December 19, 2023	Page
23. Adjournment		
Reports in Packet:		245
– VATI Project		246
– Building Department		247
– Commissioner of the Revenue		260

# Clarke County Board of Supervisors

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## Call to Order

# Clarke County Board of Supervisors

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## Adoption of Agenda

# **Clarke County Board of Supervisors**

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## **Citizen's Comment Period**



**Resolution of Recognition &  
Appreciation for Sheriff  
Anthony W. “Tony” Roper  
(2023-23R)**

# Clarke County Board of Supervisors



**Berryville Voting District**  
**Matthew E. Bass**  
(540) 955-5175

**Millwood Voting District**  
**Terri T. Catlett – Vice Chair**  
(540) 837-2328

**Russell Voting District**  
**Doug Lawrence**  
(540) 955-2144

**Buckmarsh Voting District**  
**David S. Weiss – Chair**  
(540) 955-2151

**White Post Voting District**  
**Bev B. McKay**  
(540) 837-1331

**County Administrator**  
**Chris Boies**  
(540) 955-5175

## Resolution of Recognition and Appreciation for Anthony W. “Tony” Roper 2023-23R

**WHEREAS**, Clarke County Sheriff Anthony W. “Tony” Roper began his law enforcement career as a 911 dispatcher after graduating from Clarke County High School in 1978, and he quickly advanced to correctional officer and then Sheriff’s Deputy; and

**WHEREAS**; over the years he has studied at Bluefield College, the Virginia Forensic Science Academy, the FBI National Academy at Quantico, and the National Sheriff’s Institute; and

**WHEREAS**, Tony first ran for sheriff – and was elected – in 2003, and voters re-elected Sheriff Roper to his fifth four-year term in November 2019; and

**WHEREAS**; under Tony’s leadership the Clarke County Sheriff’s Office has earned the prestigious “Accredited Agency” certification from the Virginia Law Enforcement Professional Standards Commission every four years for the past 16 years, most recently in 2023; and

**WHEREAS**, Tony has also served on the Virginia Alcohol Safety Action Program, the Virginia Center for Policing Innovation, the Northwestern Regional Jail Authority, and the Virginia Sheriffs’ Institute Board for which he was once president as well as many other community boards and initiatives; and,

**WHEREAS**, as a born-and-raised Clarke countian there are very few residents Tony does not know; and

**WHEREAS**, everyone who knows Tony knows he is truly kind, compassionate, honest, and fair; and

**WHEREAS**, after 45 years in law enforcement Sheriff Tony Roper – Clarke’s 25th sheriff since the county was established in 1836 – officially retires on Dec. 31, 2023,

**NOW, THEREFORE** the Clarke County Board of Supervisors does hereby salute Sheriff Anthony W. “Tony” Roper for his exemplary service to our community and the extraordinary humanity he demonstrates to everyone, every day.

**APPROVED AND ORDERED ENTERED** in the official records by the unanimous vote of the Clarke County Board of Supervisors’ members assembled on the 19th day of December 2023.

Attest: 2022-23R

\_\_\_\_\_  
David Weiss, Chair



**Resolution of Recognition &  
Appreciation for Senator Jill  
Holtzman Vogel  
(2023-24R)**



# Clarke County Board of Supervisors

Berryville Voting District  
Matthew E. Bass  
(540) 955-5175

Millwood Voting District  
Terri T. Catlett – Vice Chair  
(540) 837-2328

Russell Voting District  
Doug Lawrence  
(540) 955-2144

Buckmarsh Voting District  
David S. Weiss – Chair  
(540) 955-2151

White Post Voting District  
Bev B. McKay  
(540) 837-1331

County Administrator  
Chris Boies  
(540) 955-5175

## Resolution of Recognition and Appreciation for Senator Jill Vogel 2023-24R

**WHEREAS** Jill Holtzman Vogel was first elected to the Virginia State Senate in 2007; and

**WHEREAS** she was born and raised in the Shenandoah Valley and dutifully served Virginia's 27<sup>th</sup> district for four consecutive four-year terms; and

**WHEREAS**, Senator Vogel has been a powerful voice in the Virginia Senate, having served on the Finance Committee, General Laws and Technology Committee, the Rules Committee, and the Privileges and Elections Committee; and

**WHEREAS** during her sixteen-year tenure, she has faithfully advocated for Clarke County's interests in Richmond, provided exemplary constituent services, and devoted thousands of hours to attending events, answering phone calls, and being available when we have called on her; and

**WHEREAS** Senator Vogel has always been a strong ally and friend for Clarke County and its citizens; and

**WHEREAS** following an esteemed career, Senator Vogel decided to not seek re-election in 2023.

**NOW, THEREFORE, BE IT RESOLVED** by the Clarke County Board of Supervisors that Senator Jill Holtzman Vogel be recognized and congratulated for her service and dedication to the citizens of Clarke County.

**APPROVED AND ORDERED ENTERED** in the official records by the unanimous vote of the Clarke County Board of Supervisors assembled on the 19<sup>th</sup> day of December, 2023.

ATTEST 2023-24R

David S. Weiss, Chair



# **Clarke County Board of Supervisors**

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## **Clarke County Sheriff's Office Accreditation Presentation**

# Clarke County Board of Supervisors

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## VDOT Update

# **Clarke County Board of Supervisors**

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## **FY23 Audit Presentation by Robinson Farmer Cox**

# **Clarke County Board of Supervisors**

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## **Approval of Minutes**

- November 21, 2023 Regular Meeting



November 21, 2023

Clarke County Board of Supervisors  
Regular Meeting  
Main Meeting Room

1:00 pm

At a regular meeting of the Board of Supervisors of Clarke County, Virginia, held in the Berryville Clarke County Government Center, 101 Chalmers Court, 2<sup>nd</sup> Floor, Berryville, Virginia, conducted on Tuesday, November 21, 2023, at 1:00 pm.

Board Members Present:

- Matthew E. Bass - Berryville District
- Terri T. Catlett - Millwood/Pine Grove District
- Doug Lawrence - Russell District
- Beverly B. McKay - White Post District
- David S. Weiss - Buckmarsh/Blue Ridge District

County Staff Present: Chris Boies, Catherine Marsten, Cathy Kuehner, Brandon Stidham, Brenda Bennett, Wayne Whetsell

Constitutional Officers / State Offices / Other Agencies: Barbara Bosserman, Ed Carter, Bobby Boyce

Press: Mickey Powell, Winchester Star

Others Present: Jeff Hinson, Randolph Gray, various other citizens

1) *Call to Order*

Chairman Weiss called the meeting to order at 1:03 pm.

2) *Adoption of Agenda*

- Add Item 8A: *Resolution Designating Authority to Name Authorized Signers for Business Credit Card Administration*
- Add Item 14A: *Update on Proposed Rezoning of Friant Property*
- Add Item 16A: *Closed Session pursuant to §2.2-3711(A)(3)*

**Supervisor McKay moved to adopt the agenda as amended. The motion carried by the following vote:**

Matthew E. Bass	-	Aye
Terri T. Catlett	-	Aye
Doug M. Lawrence	-	Aye
Beverly B. McKay	-	Aye
David S. Weiss	-	Aye

3) *Citizen’s Comment Period*

Randolph Gray of Lime Marl Lane, Berryville

When I moved [to Lime Marl Lane] in 1985, I was told the road was going to be blacktop. Two-thirds have been and the last third has not. The folks who travel that section of the road drive as though they are responding to a three-alarm fire most of the time. I end up with all their dust. I would think that, after 38 years of gravel, manpower, and chemicals to hold the dust down, we may have gotten a little blacktop.

Secondly is Route 7. I drive a school bus east of the river on Blue Ridge Mountain Road, Raven Rocks Road, Pine Grove Road, and Good Shepherd Road. The traffic on Route 7 is horrendous. Trying to get on to Route 7 from those roads is a nightmare. We need to ask the Virginia State Police or the Sheriff’s Department for some help to do something to slow that traffic down. In the last month, there have been at least four accidents where I have to travel over to Route 50, come across Route 601. One morning I was thirty minutes late getting children to school because people just will not slow down.

Chairman Weiss

- Offered the Board’s thanks and compliments to Voter Registrar, Barbara Bosserman, and her staff for keeping things running smoothly during the recent election.

4) *VDOT Update*

Residency Administrator Ed Carter provided the following update for the month of November:

### Maintenance Matters

- Trimmed trees on Borden Springs Rd and will continue this month.
- Installed new pipe on Featherbed Ln and will be cleaning pipes on various other routes this month.
- Completed fall round of stabilized road grading and applied stone where needed.
- Completed fence-to-fence mowing on primary routes.
- Continued tree debris cleanup on Rt 601 and there is still more to be done this month.
- Addressed pothole repairs as they were reported.

### Board Matters

- Enhanced speed enforcement by the Sheriff's Office and Virginia State Police continuing on Route 7 as resources allow. Multiple stops have been made but speed recordings show little impact on driving habits.
- Virginia State Police reported that they wrote 26 tickets within the first two hours, and the Sheriff's Office reports similar activity. VDOT is unsure of what answer is, they are experiencing this issue on all roadways.
- Attended the citizen's meeting regarding the placement of speed tables in Millwood, a majority seemed to be in favor of the project, but VDOT is awaiting the group's final input to the Board.
- Traffic Engineering is working with their counterparts in NOVA regarding the speeding on Rt 50 and Rt 601, and were considering continuing Fauquier County's 45 mph limit through that intersection into the Clarke County side. However, samples taken there found that speeds on the Fauquier side were averaging in the 85<sup>th</sup> percentile at 68 mph. Traffic Engineering is reluctant to lower Clarke's side if it is not going to be enforced on the Fauquier side.
- Rt 340 closure for the rockslide repair project at Harpers Ferry is running on or slightly ahead of schedule. The project's contracted completion date is December 10.

### Supervisor Lawrence

- Asked if money has already been set aside for the project to widen lanes on Route 340 on the Clarke County side.
  - Mr. Carter advised that it has, as far as he knows. West Virginia is totally in charge of that project, which is reportedly still in the design phase.
- Further asked if there will be a traffic light installed on the Frederick County side of Route 7, immediately across the Opequon and where Route 37 is planned.
  - Ed Carter responded that there will be a light, eventually. Traffic from that subdivision will not be able to turn left onto Route 7 directly. Right-

of-way for Route 37 has been set aside between there and the treatment plant, but it is a hugely expensive, long-term project and there is a group constantly evaluating the area for it. There are other alternatives being looked at as well.

Chairman Weiss

- Inquired about plans to remove a problematic tree on Buckmarsh Street.
  - Mr. Carter advised that, due to the tree’s proximity to power lines, VDOT cannot take the tree down but they are working with the power company.
- Further advised that the white lines on Shepherds Mill Road are faded and need to be refreshed.

5) *Public Information Officer/Clarke-News Update*

Public Information Officer Cathy Kuehner presented the following:

- Clarke-News is designed to inform and engage residents, and it appears to be doing exactly that.
- Following internal testing in June, the first edition of this email newsletter was distributed on July 19.
- Since then, Clarke-News has been promoted on the county website, Facebook, the Clarke Monthly, and flyers with QR codes. The contact list grows with new subscribers added almost daily.
- iContact is the email marketing vendor and provides robust analytics.
- The most recent edition was sent to 740 recipients and carried an open rate of 71.8%. For reference, the average email open rate across all industries is 38.49%.
- Subscribers receive this newsletter every other Wednesday, and all issues are archived on the county website.
- Content is intentionally as brief as possible, with hyperlinks included so readers can access more detailed information if they so choose. The goal is to engage readers without overwhelming.

Chairman Weiss

- Asked how content for the newsletter is chosen.
  - Ms. Kuehner answered that she maintains a log of potential content, categorized according to relevance and timeliness and aims to include something uplifting or fun at the end.
- Further asked about feedback from citizens.
  - Cathy Kuehner responded that she solicits feedback regularly, but has not received any from citizens. She requests information and updates from county department heads and constitutional officers often.

6) *Approval of Minutes*

- Book 26, Page 403: Under “Board Matters”, clarify that VDOT will allow four speed tables total.

**Vice Chair Catlett moved to approve the minutes of the October 17, 2023 Regular Meeting and November 9, 2023 Legislative Luncheon as amended. The motion carried by the following vote:**

Matthew E. Bass	-	Aye
Terri T. Catlett	-	Aye
Doug M. Lawrence	-	Aye
Beverly B. McKay	-	Aye
David S. Weiss	-	Aye

7) *Consent Agenda*

**Supervisor McKay moved to approve the consent agenda as presented. The motion carried by the following vote:**

Matthew E. Bass	-	Aye
Terri T. Catlett	-	Aye
Doug M. Lawrence	-	Aye
Beverly B. McKay	-	Aye
David S. Weiss	-	Aye

- Application for Easement Donation – Joe & Tamara Myer

MEMORANDUM

TO: Board of Supervisors, Chris Boies  
FROM: Conservation Easement Authority Alison Teetor  
DATE: November 7, 2023  
SUBJECT: Request for final approval for easement donation – Joe and Tamara Myer

Joe and Tamara Myer have applied to the easement authority for approval of an easement donation. The property is located at 1689 Brigg Road and is identified by Tax Map# 23-A-55. It consists of 40.2 acres with 2 existing houses that were built prior to 1980, including the main house which is a contributing structure in the Greenway Rural Historic District. The applicant proposes to retire 2 of the 3 remaining DURs.

The parcel is zoned AOC and is currently in use value taxation, therefore in accord with the Commissioner of Revenue's requirements, then a donation may be considered if at least two of the following four guidelines are met:

- 1) the parcel's Property Resource Score is at least 35;
- 2) at least one dwelling unit right is extinguished by the conservation easement;
- 3) the parcel is adjacent to a parcel already under permanent conservation easement;
- 4) the property has a minimum area of 40 acres.

The property meets all 4 of the criteria. The property resource score is 78.8, the applicant is retiring 2 DURs, it is adjacent to 2 existing easements and it is just over 40 acres. Points were given for retiring 2 DURs, being within the Greenway Rural Historic District, being adjacent to 2 existing easements, containing a small stretch of Lewis Run and about 1 acre of steep slopes. Site visits occurred on September 19<sup>th</sup> and September 27<sup>th</sup>. The easement authority gave final approval and recommended approval to the Board of Supervisors October 13, 2023.

Recommendation

Give final approval to the easement donation for Joe and Tamara Myer, Tax Map# 23-A-55 and authorize the Chair to sign all necessary documents.



- Abstract of Votes November 2023

**ABSTRACT of VOTES**

Cast in CLARKE COUNTY, VIRGINIA  
at the 2023 November General and Special Elections held on November 07, 2023 for,

**Member, Senate of Virginia (1st District)**

NAMES OF CANDIDATES ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
Timmy F. French - Republican	2700
Emily G. Scott - Democratic	2286
Total Write-In votes [from Write-Ins Certifications] [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes] ** Please submit a Write-Ins Certification **	677
Total Number of Overvotes for Office	2

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 07, 2023, do hereby certify that the above is a true and correct Abstract of Votes cast at said election for the Member, Senate of Virginia (1st District).



ands this 13 day of November, 2023

Carol Kesterwelt, Chairman  
REN, Vice Chairman  
Kay Mauro Briggs, Secretary  
Kay Mauro Briggs, Acting Secretary



### ABSTRACT of VOTES

Cast in CLARKE COUNTY, VIRGINIA  
at the 2023 November General and Special Elections held on November 07, 2023 for,

#### Member, House of Delegates (31st District)

NAMES OF CANDIDATES ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
Delores R. Oates - Republican	3176
Steven E. Foreman - Democratic	2315
Grace E. Morrison - Independent	168
Total Write-In votes [from Write-Ins Certifications] [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes]	19
** Please submit a Write-Ins Certification **	
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 07, 2023, do hereby certify that the above is a true and correct Abstract of Votes cast at said election for the Member, House of Delegates (31st District).



hands this 13 day of November, 2023

Carol Steedwell, Chairman  
RC Mohr, Vice Chairman  
Kay Mason Brigg, Secretary  
Kay Mason Brigg, Acting Secretary

### ABSTRACT of VOTES

Cast in CLARKE COUNTY, VIRGINIA  
at the 2023 November General and Special Elections held on November 07, 2023 for,

#### Clerk of Court (Clarke County) District: CLARKE COUNTY

NAMES OF CANDIDATES ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
April F. Wilkerson	5031
Total Write-In votes [from Write-Ins Certifications] [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes] ** Please submit a Write-Ins Certification **	26
Total Number of Overvotes for Office	1

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 07, 2023, do hereby certify that the above is a true and correct Abstract of votes cast at said election for the Clerk of Court (Clarke County) and do, therefore, determine and declare the following person(s) has received the greatest number of votes cast for the Clerk of Court (Clarke County).

April F. Wilkerson


Given and hands this 13 day of NOVEMBER, 2023

Carol Hesterwell, Chairman

REN. [Signature], Vice Chairman

Kay Marano Bugaj, Secretary

Kay Marano Bugaj, Acting Secretary



### ABSTRACT of VOTES

Cast in CLARKE COUNTY, VIRGINIA  
at the 2023 November General and Special Elections held on November 07, 2023 for,

### Commonwealth's Attorney (Clarke County) District: CLARKE COUNTY

NAMES OF CANDIDATES ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
Anne M. Williams	4945
Total Write-In votes [from Write-Ins Certifications] [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes] ** Please submit a Write-Ins Certification **	43
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 07, 2023, do hereby certify that the above is a true and correct Abstract of votes cast at said election for the Commonwealth's Attorney (Clarke County) and do, therefore, determine and declare the following person(s) has received the greatest number of votes cast for the Commonwealth's Attorney (Clarke County).

Anne M. Williams



hands this 13 day of November, 2023

Carol Steyerwalt, Chairman  
RCA, Vice Chairman  
Kay Marano Buggie, Secretary  
Kay Marano Buggie, Acting Secretary

### ABSTRACT of VOTES

Cast in CLARKE COUNTY, VIRGINIA  
at the 2023 November General and Special Elections held on November 07, 2023 for,

#### Sheriff (Clarke County) District: CLARKE COUNTY

NAMES OF CANDIDATES ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
Travis M. Sumption	4980
Total Write-In votes [from Write-Ins Certifications] [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes] ** Please submit a Write-Ins Certification **	61
Total Number of Overvotes for Office	1

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 07, 2023, do hereby certify that the above is a true and correct Abstract of votes cast at said election for the Sheriff (Clarke County) and do, therefore, determine and declare the following person(s) has received the greatest number of votes cast for the Sheriff (Clarke County).

Travis M. Sumption



hands this 13 day of November, 2023

\_\_\_\_\_  
Carol Westwood, Chairman

\_\_\_\_\_  
RC Westwood, Vice Chairman

\_\_\_\_\_  
Key Marous Briggie, Secretary

\_\_\_\_\_  
Key Marous Briggie, Acting Secretary

### ABSTRACT of VOTES

Cast in CLARKE COUNTY, VIRGINIA  
at the 2023 November General and Special Elections held on November 07, 2023 for,

#### Commissioner of Revenue (Clarke County) District: CLARKE COUNTY

NAMES OF CANDIDATES ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
Donna Mathews Peake	4993
Total Write-In votes [from Write-Ins Certifications] [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes] ** Please submit a Write-Ins Certification **	22
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 07, 2023, do hereby certify that the above is a true and correct Abstract of votes cast at said election for the Commissioner of Revenue (Clarke County) and do, therefore, determine and declare the following person(s) has received the greatest number of votes cast for the Commissioner of Revenue (Clarke County).

Donna Mathews Peake



ends this 13 day of NOVEMBER, 2023

\_\_\_\_\_  
*Casol Stokesswell*, Chairman  
 \_\_\_\_\_  
*RCA*, Vice Chairman  
 \_\_\_\_\_  
*Ky Manno Brigg*, Secretary  
 \_\_\_\_\_  
*Ky Manno Brigg*, Acting Secretary

### ABSTRACT of VOTES

Cast in CLARKE COUNTY, VIRGINIA  
at the 2023 November General and Special Elections held on November 07, 2023 for,

#### Treasurer (Clarke County) District: CLARKE COUNTY

NAMES OF CANDIDATES ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
Sharon E. Keeler	4876
Total Write-In votes [from Write-Ins Certifications] [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes] ** Please submit a Write-Ins Certification **	46
Total Number of Overvotes for Office	2

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 07, 2023, do hereby certify that the above is a true and correct Abstract of votes cast at said election for the Treasurer (Clarke County) and do, therefore, determine and declare the following person(s) has received the greatest number of votes cast for the Treasurer (Clarke County).

Sharon E. Keeler



ands this 13 day of November, 2023

Carol Kesteven, Chairman  
R. M. ..., Vice Chairman  
Kay Marano Briggs, Secretary  
Kay Marano Briggs, Acting Secretary

### ABSTRACT of VOTES

Cast in CLARKE COUNTY, VIRGINIA  
at the 2023 November General and Special Elections held on November 07, 2023 for,

#### Member Board of Supervisors (Berryville District) District: BERRYVILLE DISTRICT

NAMES OF CANDIDATES ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
Matthew E. "Matt" Bass	868
Total Write-In votes [from Write-Ins Certifications] [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes] ** Please submit a Write-Ins Certification **	16
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 07, 2023, do hereby certify that the above is a true and correct Abstract of votes cast at said election for the Member Board of Supervisors (Berryville District) and do, therefore, determine and declare the following person(s) has received the greatest number of votes cast for the Member Board of Supervisors (Berryville District).

Matthew E. "Matt" Bass



ands this 13 day of November, 2023

Carol Skerwell, Chairman  
RLA, Vice Chairman  
Kay Marino Biggs, Secretary  
Kay Marino Biggs, Acting Secretary

### ABSTRACT of VOTES

Cast in CLARKE COUNTY, VIRGINIA  
at the 2023 November General and Special Elections held on November 07, 2023 for,

#### Member Board of Supervisors (Buckmarsh District)

District: BUCKMARSH DISTRICT

NAMES OF CANDIDATES ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
David S. Weiss	894
Total Write-In votes [from Write-Ins Certifications]	38
[Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes]	
** Please submit a Write-Ins Certification **	
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 07, 2023, do hereby certify that the above is a true and correct Abstract of votes cast at said election for the Member Board of Supervisors (Buckmarsh District) and do, therefore, determine and declare the following person(s) has received the greatest number of votes cast for the Member Board of Supervisors (Buckmarsh District).

David S. Weiss

Given under our hands this 13 day of November, 2023



Carol Stewart, Chairman

RC Mohr, Vice Chairman

Kay Marano Briggs, Secretary

Kay Marano Briggs, Acting Secretary



### ABSTRACT of VOTES

Cast in CLARKE COUNTY, VIRGINIA  
at the 2023 November General and Special Elections held on November 07, 2023 for,

#### Member Board of Supervisors (Millwood District) District: MILLWOOD DISTRICT

NAMES OF CANDIDATES ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
Terri Trimble Catlett	1071
Total Write-In votes [from Write-Ins Certifications] [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes] ** Please submit a Write-Ins Certification **	32
Total Number of Overvotes for Office	1

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 07, 2023, do hereby certify that the above is a true and correct Abstract of votes cast at said election for the Member Board of Supervisors (Millwood District) and do, therefore, determine and declare the following person(s) has received the greatest number of votes cast for the Member Board of Supervisors (Millwood District).

Terri Trimble Catlett


GIVEN AND SIGNED this 13 day of November, 2023

Carol Steyerwalt, Chairman

RE Arnold, Vice Chairman

Kay Marcus Briggs, Secretary

Kay Marcus Briggs, Acting Secretary



### ABSTRACT of VOTES

Cast in CLARKE COUNTY, VIRGINIA  
at the 2023 November General and Special Elections held on November 07, 2023 for,

#### Member Board of Supervisors (Russell District) District: RUSSELL DISTRICT

NAMES OF CANDIDATES ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
Douglas Moore Lawrence	1051
Total Write-In votes [from Write-Ins Certifications] [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes] ** Please submit a Write-Ins Certification **	20
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 07, 2023, do hereby certify that the above is a true and correct Abstract of votes cast at said election for the Member Board of Supervisors (Russell District) and do, therefore, determine and declare the following person(s) has received the greatest number of votes cast for the Member Board of Supervisors (Russell District).

Douglas Moore Lawrence

Given and this 13 day of November, 2023



Carol Westerman, Chairman

R. L. Hobbs, Vice Chairman

Kay Mason Briggs, Secretary

Kay Mason Briggs, Acting Secretary

### ABSTRACT of VOTES

Cast in CLARKE COUNTY, VIRGINIA  
 at the 2023 November General and Special Elections held on November 07, 2023 for,

#### Member Board of Supervisors (White Post District)

District: WHITE POST DISTRICT


NAMES OF CANDIDATES ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
Bev B. McKay, Jr.	881
Total Write-In votes [from Write-Ins Certifications] [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes] ** Please submit a Write-Ins Certification **	30
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 07, 2023, do hereby certify that the above is a true and correct Abstract of votes cast at said election for the Member Board of Supervisors (White Post District) and do, therefore, determine and declare the following person(s) has received the greatest number of votes cast for the Member Board of Supervisors (White Post District).

Bev B. McKay, Jr.

Given and signed this 13 day of November, 2023

Carol Steshenuel, Chairman  
RCA, Vice Chairman  
Kay Marcus Briggs, Secretary  
Kay Marcus Briggs, Acting Secretary



**ABSTRACT of VOTES**

Cast in CLARKE COUNTY, VIRGINIA  
 at the 2023 November General and Special Elections held on November 07, 2023 for,


**Member School Board (Berryville District)**  
 District: BERRYVILLE DISTRICT

NAMES OF CANDIDATES ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
Katherine F. Kerr-Hobert	831
Total Write-In votes [from Write-Ins Certifications] [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes] ** Please submit a Write-Ins Certification **	40
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 07, 2023, do hereby certify that the above is a true and correct Abstract of votes cast at said election for the Member School Board (Berryville District) and do, therefore, determine and declare the following person(s) has received the greatest number of votes cast for the Member School Board (Berryville District).

Katherine F. Kerr-Hobert

Gives this 13 day of November, 2023

 \_\_\_\_\_, Chairman  
 \_\_\_\_\_, Vice Chairman  
 \_\_\_\_\_, Secretary  
 \_\_\_\_\_, Acting Secretary

**ABSTRACT of VOTES**

Cast in CLARKE COUNTY, VIRGINIA  
 at the 2023 November General and Special Elections held on November 07, 2023 for,

**Member School Board (Buckmarsh District)**  
 District: BUCKMARSH DISTRICT


NAMES OF CANDIDATES ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
Monica H. Singh-Smith	649
Total Write-In votes [from Write-Ins Certifications] [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes] ** Please submit a Write-Ins Certification **	307
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 07, 2023, do hereby certify that the above is a true and correct Abstract of votes cast at said election for the Member School Board (Buckmarsh District) and do, therefore, determine and declare the following person(s) has received the greatest number of votes cast for the Member School Board (Buckmarsh District).

Monica H. Singh-Smith

Given and binds this 13 day of November, 2023

Carol Westwell, Chairman  
RCA Lomb, Vice Chairman  
Kay Marcus Bings, Secretary  
Kay Marcus Bings, Acting Secretary





★ VIRGINIA ★  
DEPARTMENT of ELECTIONS

WRITE-INS CERTIFICATION  
VA. CODE § 24.2-675

Complete this form **ONLY** if (i) the total number of write-ins is **10%** or more of the total number of votes cast for the office (for a cross-jurisdictional office, the total number across all jurisdictions), **OR** (ii) a write-in candidate was elected to the office.

Clarke County	11/07/2023	General Special Primary
Locality	Election Date (MM/DD/YY)	Circle Election Type(s)
Member School Board	Buckmarsh	Page 1 of 2
Office	District (if applicable)	

**WRITE-INS – SUMMARY**

	Total Votes Received (In Figures)
1. Invalid Write-Ins .....	11
	Enter Total Invalid
2. Valid Write-Ins .....	296
	Enter Total Valid
3. Total Write-Ins .....	307
["Total Write-Ins" must match the "Total Write-In Votes" line on the Abstract for this office.]	Add Lines 1 and 2

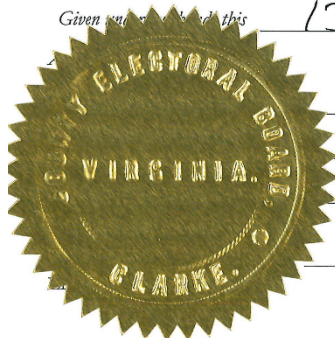
**VALID WRITE-INS – DETAIL**

List **valid** write-ins in alphabetical order below and on continuation pages, as needed. All **valid** write-ins when added together must equal total entered on line 2 above.

	Total Valid Votes Received (In Figures)
Bell, Michael .....	1
McCool, Diane .....	1
Lane-Smithwick, Michelle .....	294

We, the undersigned Electoral Board members, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on 11 / 07 / 2023, do hereby certify that, with the continuation pages indicated, the above is a true and correct certification of the write-in votes cast at said election for the office indicated above.

Given under my hand this 13 day of NOVEMBER, 2023.



Carol Speerwell \_\_\_\_\_, Chairman  
RCM \_\_\_\_\_, Vice Chairman  
Kay Marano Buggie \_\_\_\_\_, Secretary  
Kay Marano Buggie \_\_\_\_\_, Acting Secretary

Rev. 7/12/2018

### ABSTRACT of VOTES

Cast in CLARKE COUNTY, VIRGINIA  
at the 2023 November General and Special Elections held on November 07, 2023 for,

#### Member School Board (Millwood District) District: MILLWOOD DISTRICT

NAMES OF CANDIDATES ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
Michael P. Wilson	1009
Total Write-In votes [from Write-Ins Certifications] [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes] ** Please submit a Write-Ins Certification **	38
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 07, 2023, do hereby certify that the above is a true and correct Abstract of votes cast at said election for the Member School Board (Millwood District) and do, therefore, determine and declare the following person(s) has received the greatest number of votes cast for the Member School Board (Millwood District).

Michael P. Wilson

Gives and signs this 13 day of November, 2023



Carol Stegelmuller, Chairman  
R. A. ..., Vice Chairman  
Kay Marano Buggie, Secretary  
Kay Marano Buggie, Acting Secretary

### ABSTRACT of VOTES

Cast in CLARKE COUNTY, VIRGINIA  
at the 2023 November General and Special Elections held on November 07, 2023 for,

#### Member School Board (Russell District) District: RUSSELL DISTRICT

NAMES OF CANDIDATES ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
Casey D. Kennedy	992
Total Write-In votes [from Write-Ins Certifications] [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes] ** Please submit a Write-Ins Certification **	23
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 07, 2023, do hereby certify that the above is a true and correct Abstract of votes cast at said election for the Member School Board (Russell District) and do, therefore, determine and declare the following person(s) has received the greatest number of votes cast for the Member School Board (Russell District).

Casey D. Kennedy

Gives and this 13 day of November, 2023



Carol Hesterwell, Chairman

RCH, Vice Chairman

Roy Marcus Briggs, Secretary

Roy Marcus Briggs, Acting Secretary



### ABSTRACT of VOTES

Cast in CLARKE COUNTY, VIRGINIA  
at the 2023 November General and Special Elections held on November 07, 2023 for,


#### Member School Board (White Post District) District: WHITE POST DISTRICT

NAMES OF CANDIDATES ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
Clay T. Brumback	885
Total Write-In votes [from Write-Ins Certifications] [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes] ** Please submit a Write-Ins Certification **	17
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 07, 2023, do hereby certify that the above is a true and correct Abstract of votes cast at said election for the Member School Board (White Post District) and do, therefore, determine and declare the following person(s) has received the greatest number of votes cast for the Member School Board (White Post District).

Clay T. Brumback

Given and signed this 13 day of November, 2023

 \_\_\_\_\_, Chairman  
 \_\_\_\_\_, Vice Chairman  
 \_\_\_\_\_, Secretary  
 \_\_\_\_\_, Acting Secretary

### ABSTRACT of VOTES

Cast in CLARKE COUNTY, VIRGINIA  
at the 2023 November General and Special Elections held on November 07, 2023 for,

### Soil and Water Conservation Director Lord Fairfax District (Clarke County)

District: CLARKE COUNTY

NAMES OF CANDIDATES ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
Justin Mackay-Smith	2474
Randy M. Buckley	2596
Karen R. Andersen	2003
Total Write-In votes [from Write-Ins Certifications] [Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes] ** Please submit a Write-Ins Certification **	55
Total Number of Overvotes for Office	6

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 07, 2023, do hereby certify that the above is a true and correct Abstract of votes cast at said election for the Soil and Water Conservation Director Lord Fairfax District (Clarke County) and do, therefore, determine and declare the following person(s) has received the greatest number of votes cast for the Soil and Water Conservation Director Lord Fairfax District (Clarke County).

1. Justin Mackay-Smith
2. Randy M. Buckley


Given this 13 day of November, 2023

Carol Westwell, Chairman

R. C. Arlene, Vice Chairman

Kay Marano Briggs, Secretary

Kay Marano Briggs, Acting Secretary



### ABSTRACT of VOTES

Cast in CLARKE COUNTY, VIRGINIA  
at the 2023 November General and Special Elections held on November 07, 2023 for,


#### Mayor (Town of Boyce) District: BOYCE

NAMES OF CANDIDATES ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
Zachary B. Hudson	178
Total Write-In votes [from Write-Ins Certifications]	10
[Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes]	
** Please submit a Write-Ins Certification **	
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 07, 2023, do hereby certify that the above is a true and correct Abstract of votes cast at said election for the Mayor (Town of Boyce) and do, therefore, determine and declare the following person(s) has received the greatest number of votes cast for the Mayor (Town of Boyce).

Zachary B. Hudson

Given and certified this 13 day of November, 2023

 \_\_\_\_\_, Chairman  
 \_\_\_\_\_, Vice Chairman  
 \_\_\_\_\_, Secretary  
 \_\_\_\_\_, Acting Secretary

### ABSTRACT of VOTES

Cast in CLARKE COUNTY, VIRGINIA  
at the 2023 November General and Special Elections held on November 07, 2023 for,

#### Member Town Council (Berryville Ward 1) District: BERRYVILLE WARD 1

NAMES OF CANDIDATES ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
Willy M. Steinmetz	302
Total Write-In votes [from Write-Ins Certifications]	7
[Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes]	
** Please submit a Write-Ins Certification **	
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 07, 2023, do hereby certify that the above is a true and correct Abstract of votes cast at said election for the Member Town Council (Berryville Ward 1) and do, therefore, determine and declare the following person(s) has received the greatest number of votes cast for the Member Town Council (Berryville Ward 1).

Willy M. Steinmetz


Given and signed this 13 day of November, 2023

Carol Stetswell, Chairman

RCA Paul, Vice Chairman

Kay Marcus Briggs, Secretary

Kay Marcus Briggs, Acting Secretary



### ABSTRACT of VOTES

Cast in CLARKE COUNTY, VIRGINIA  
at the 2023 November General and Special Elections held on November 07, 2023 for,

#### Member Town Council (Town of Boyce)

District: BOYCE

NAMES OF CANDIDATES ON THE BALLOT	TOTAL VOTES RECEIVED (IN FIGURES)
Floyd O. Hudson	181
Total Valid Write-In votes for Berkeley H. Reynolds [from Write-Ins Certifications]	14
[Valid Write-Ins + Invalid Write-Ins = Total Write-In Votes] ** Please submit a Write-Ins Certification **	11
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on November 07, 2023, do hereby certify that the above is a true and correct Abstract of votes cast at said election for the Member Town Council (Town of Boyce) and do, therefore, determine and declare the following person(s) has received the greatest number of votes cast for the Member Town Council (Town of Boyce).

**1. Floyd O. Hudson**

**2. Berkeley H. Reynolds**

Gives this 13 day of November, 2023



Carol Chesbrough, Chairman

RC Ash, Vice Chairman

Key Marano Briggie, Secretary

Key Marano Briggie, Acting Secretary



★ VIRGINIA ★  
 DEPARTMENT of ELECTIONS

WRITE-INS CERTIFICATION  
 VA. CODE § 24.2-675

Complete this form **ONLY** if (i) the total number of write-ins is **10%** or more of the total number of votes cast for the office (for a cross-jurisdictional office, the total number across all jurisdictions), **OR** (ii) a write-in candidate was elected to the office.

Clarke County <small>Locality</small>	11/07/2023 <small>Election Date (MM/DD/YY)</small>	General Special Primary <small>Circle Election Type(s)</small>
Member Town Council <small>Office</small>	Town of Boyce <small>District (if applicable)</small>	Page 1 of 2

**WRITE-INS – SUMMARY**

	Total Votes Received (In Figures)
1. Invalid Write-Ins .....	3
	<small>Enter Total Invalid</small>
2. Valid Write-Ins .....	22
	<small>Enter Total Valid</small>
3. Total Write-Ins .....	25
	<small>Add Lines 1 and 2</small>

["Total Write-Ins" must match the "Total Write-In Votes" line on the Abstract for this office.]

**VALID WRITE-INS – DETAIL**


List valid write-ins in alphabetical order below and on continuation pages, as needed. All valid write-ins when added together must equal total entered on line 2 above.

	Total Valid Votes Received (In Figures)
Balon, Tammy .....	1
Davidson, Danny .....	2
Hott, Bonita .....	1

Continued on pages 2 through \_\_\_\_\_

We, the undersigned Electoral Board members, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on 11 / 07 / 2023, do hereby certify that, with the continuation pages indicated, the above is a true and correct certification of the write-in votes cast at said election for the office indicated above.

Given under my hand this 13 day of NOVEMBER, 2023.

Asw.  \_\_\_\_\_, Chairman  
 \_\_\_\_\_, Vice Chairman  
 \_\_\_\_\_, Secretary  
 \_\_\_\_\_, Acting Secretary

Rev. 7/12/2018



★ VIRGINIA ★  
DEPARTMENT of ELECTIONS

WRITE-INS CERTIFICATION  
CONTINUATION  
VA. CODE § 24.2-675

Clarke County <small>Locality</small>	11/7/2023 <small>Election Date (MM/DD/YY)</small>	General Special Primary <small>Circle Election Type(s)</small>
Member Town Council <small>Office</small>	Town of Boyce <small>District (if applicable)</small>	Page 2 of 2

**VALID WRITE-INS – DETAIL** (continued)

Continue to list **valid** write-ins in alphabetical order below and on additional continuation pages, as needed. All **valid** write-ins when added together must equal total entered on line 2 of page 1.

**Total Valid Votes  
Received  
(In Figures)**

Hott, Steve	2
Hough, David	1
McKay, Melissa	1
Reynolds, Berkeley	14

8) *Consideration of 2024-2029 Capital Improvements Plan*

County Administrator Chris Boies presented the following:

- The Board discussed the CIP in detail at their November 6 Work Session.
- The Planning Commission noted that the Route 7 Pedestrian Bridge is not currently in the Transportation Chapter of the Comprehensive Plan.

Chairman Weiss

- Noted that the CIP does not obligate the Board to fund the projects described, but it is a helpful planning tool.

**Supervisor McKay moved to adopt the 2024-2029 Capital Improvements Plan as presented, with the condition that the Route 7 Pedestrian Bridge will be removed from the Plan if that project is not included in the update to the Transportation Chapter of the Comprehensive Plan. The motion carried by the following vote:**

Matthew E. Bass	-	Aye
Terri T. Catlett	-	Aye
Doug M. Lawrence	-	Aye
Beverly B. McKay	-	Aye
David S. Weiss	-	Aye



### Clarke County Capital Improvement Plan 2024-2029

<u>Department</u>	<i>Projects by Department</i>	2024-25	2025-26	2026-27	2027-28	2028-29
		<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Year 4</u>	<u>Year 5</u>
<b>Broadband</b>	Grant Contribution for VATI	\$ 1,080,000	\$ -	\$ -	\$ -	\$ -
	<b>Total</b>	<b>\$ 1,080,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Double Tollgate Sewer</b>	Construction of DT pump station and F/M	\$ 2,500,000	\$ 1,000,000	\$ -	\$ -	\$ -
	Clarke portion of Crooked Run Force Main	\$ 2,500,000	\$ 1,000,000	\$ -	\$ -	\$ -
	<b>Total</b>	<b>\$ 5,000,000</b>	<b>\$ 2,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Fire &amp; Rescue</b>	Radio System Updgrade-Repeaters	\$ 105,000	\$ -	\$ -	\$ -	\$ -
	Radio Replacement	\$ 300,000	\$ 300,000	\$ -	\$ -	\$ -
	Cardiac Monitors	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -
	Apparatus	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
	<b>Total</b>	<b>\$ 505,000</b>	<b>\$ 400,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>
<b>Health/Human Services</b>	New Building and/or Space	\$ -	\$ 1,750,000	\$ -	\$ -	\$ -
	<b>Total</b>	<b>\$ -</b>	<b>\$ 1,750,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Judicial</b>	Courthouse Green Design	TBD	\$ -	\$ -	\$ -	\$ -
	Reconfigure Circuit Court Courtroom	\$ 300,000	\$ -	\$ -	\$ -	\$ -
	<b>Total</b>	<b>\$ 300,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Parks &amp; Recreation</b>	Parking for VFW Shelter/Baseball	\$ 125,000	\$ -	\$ -	\$ -	\$ -
	Pool House Renovations	\$ 50,000	\$ -	\$ -	\$ -	\$ -
	Shelter/restrooms for soccer	\$ -	\$ 100,000	\$ -	\$ -	\$ -
	Recreation Center Addition	\$ -	\$ -	\$ 650,000	\$ -	\$ -
	<b>Total</b>	<b>\$ 175,000</b>	<b>\$ 100,000</b>	<b>\$ 650,000</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Sanitary Authority</b>	Building, Roof, and Ventilation Repairs	\$ 445,000	\$ -	\$ -	\$ -	\$ -
	WWTP 10-year Recoating of Tanks	\$ 225,000	\$ -	\$ -	\$ -	\$ -
	VA Ave Lift Station Upgrade	\$ -	\$ 60,000	\$ -	\$ -	\$ -
	Roseville Lift Station Renovation	\$ -	\$ 60,000	\$ -	\$ -	\$ -
	Replace Millwood grinder pump stations	\$ -	\$ -	\$ 120,000	\$ -	\$ -
	Replace WWTP PLC Controls	\$ -	\$ -	\$ -	\$ 175,000	\$ -
	<b>Total</b>	<b>\$ 670,000</b>	<b>\$ 120,000</b>	<b>\$ 120,000</b>	<b>\$ 175,000</b>	<b>\$ -</b>
<b>School System</b>	School Bus Replacement	\$ 119,000	\$ 125,000	\$ 130,000	\$ 136,000	\$ -
	Boyce Roof Replacement	\$ 300,000	\$ -	\$ -	\$ -	\$ -
	Cooley Upper Secure Vestibule	\$ 50,000	\$ -	\$ -	\$ -	\$ -
	Cooley Lower Roof Top Units	\$ -	\$ 125,000	\$ -	\$ -	\$ -
	Cooley Upper Roof Replacement	\$ -	\$ 300,000	\$ -	\$ -	\$ -
	Cooley Upper Roof Top Units	\$ -	\$ 500,000	\$ -	\$ -	\$ -
	Cooley Lower Replace Ext. Doors/Jambs	\$ -	\$ -	\$ 100,000	\$ -	\$ -
	High School Building Automation	\$ -	\$ -	\$ 300,000	\$ -	\$ -
	Cooley Lower Building Automation	\$ -	\$ -	\$ 200,000	\$ -	\$ -
	Cooley Lower Roof Replacement	\$ -	\$ -	\$ -	\$ 300,000	\$ -
	Boyce Replace Gym HVAC	\$ -	\$ -	\$ -	\$ 100,000	\$ -
	Central Office Replace Roof Top Unit	\$ -	\$ -	\$ -	\$ -	\$ 60,000
	Softball/Baseball Field Lights	\$ -	\$ -	\$ -	\$ -	\$ 600,000
	<b>Total</b>	<b>\$ 469,000</b>	<b>\$ 1,050,000</b>	<b>\$ 730,000</b>	<b>\$ 536,000</b>	<b>\$ 660,000</b>
<b>Sheriff</b>	Replacement Vehicles	\$ 177,000	\$ 179,000	\$ 182,000	\$ 185,000	\$ 188,000
	Replacement Radios	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
	Upgrade in-car video/body camera system	\$ 270,000	\$ -	\$ -	\$ -	\$ -
	ECC Recorder Equipment	\$ -	\$ 50,000	\$ -	\$ -	\$ -
	ECC Phone System Replacement/Upgrade	\$ -	\$ -	\$ 150,000	\$ -	\$ -
	<b>Total</b>	<b>\$ 497,000</b>	<b>\$ 279,000</b>	<b>\$ 382,000</b>	<b>\$ 235,000</b>	<b>\$ 238,000</b>
<b>Transportation</b>	Pedestrian Bridge Route 7 App Trail	\$ -	\$ 5,000,000	\$ -	\$ -	\$ -
	<b>Total</b>	<b>\$ -</b>	<b>\$ 5,000,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>Total</b>	<b>\$ 8,696,000</b>	<b>\$ 10,699,000</b>	<b>\$ 1,932,000</b>	<b>\$ 996,000</b>	<b>\$ 948,000</b>

**8A) Resolution Designating Authority to Name Authorized Signers for Business Credit Card Administration (2023-22R)**

Chris Boies presented the following:

- This resolution is in response to an issue staff experienced recently.
- The county has a business credit card account with Truist Bank. Previously, the Finance Director was able to tell the bank which staff person would be handling the routine administration of the credit account.
- Staff received correspondence from Truist Bank advising that they require documentation to show that the authorized signers are approved by the Board of Supervisors. The current authorized signers on the account are the Finance Director and the Accounts Payable staff member who handles the day-to-day administration of the account.
- This resolution would allow the County Administrator to name the authorized signers for the business credit card account; however, the County Administrator must immediately notify the Joint Administrative Services Board of any changes he or she makes.
- This change is a result of the merger between BB&T and Suntrust. Prior to that, staff was able to administer the account and discuss issues like potential fraudulent charges without difficulty. Now, Truist will only discuss the account with the named authorized signers.

**Supervisor Lawrence**

- Asked if this would apply to fuel cards as well.
  - Chris Boies answered no, fuel cards are handled separately from the business credit card account.

**Supervisor Bass moved to adopt the Resolution Designating Authority to Name Authorized Signers for Business Credit Card Administration (2023-22R) as presented. The motion carried by the following vote:**

Matthew E. Bass	-	Aye
Terri T. Catlett	-	Aye
Doug M. Lawrence	-	Aye
Beverly B. McKay	-	Aye
David S. Weiss	-	Aye

### Clarke County Board of Supervisors



Berryville Voting District  
Matthew E. Bass  
(540) 955-5175

Millwood Voting District  
Terri T. Catlett – Vice Chair  
(540) 837-2328

Russell Voting District  
Doug Lawrence  
(540) 955-2144

Buckmarsh Voting District  
David S. Weiss – Chair  
(540) 955-2151

White Post Voting District  
Bev B. McKay  
(540) 837-1331

County Administrator  
Chris Boies  
(540) 955-5175

#### Resolution Designating Authority to Name Authorized Signers for Business Credit Card Administration 2023-22R

**WHEREAS** Clarke County has business credit card accounts with Truist for the daily purchase of goods and services necessary to operate the County government; and

**WHEREAS** these Truist credit card account statements are reviewed monthly by County department heads, Joint Administrative Services staff, and management; and

**WHEREAS** Truist requires a board resolution concerning naming designated authorized signers for the administration of these business credit card accounts.

**NOW, THEREFORE, BE IT RESOLVED** by the Clarke County Board of Supervisors that the County Administrator is authorized to name authorized signers for the Truist business credit card accounts. The County Administrator shall immediately inform members of the Joint Administrative Services Board when changes are made to the approved list of authorized signers for the Truist business credit card accounts.

**APPROVED AND ORDERED ENTERED** in the official records by the unanimous vote of the Clarke County Board of Supervisors' members assembled on the 21<sup>st</sup> day of November, 2023.

ATTEST 2023-22R

\_\_\_\_\_  
David S. Weiss, Chair

#### 9) Board of Supervisors Personnel Committee Items from November 6, 2023

##### A. Expiration of Term for Appointments Expiring through January 2024

2023-11-06 Summary: Following review, the Personnel Committee recommends the following:

- Appoint Ryan Reed to fill the unexpired term of Scott Kreider on the Planning Commission, a term that will expire April 30, 2024.

- Appoint Ted Guarrielo to replace George Cabell Williams on the Industrial Development Authority for a four-year term that will expire October 30, 2027.
- Appoint Marcy Cantatore to fill the unexpired term of Ben Cochran on the Industrial Development Authority, a term that will expire on October 30, 2025.

2023-11-21 Action: Chris Boies reviewed the above summary.

**Supervisor McKay moved to approve the Personnel Committee recommendations as presented. The motion carried by the following vote:**

Matthew E. Bass	-	Aye
Terri T. Catlett	-	Aye
Doug M. Lawrence	-	Aye
Beverly B. McKay	-	Aye
David S. Weiss	-	Aye

10) *Board of Supervisors Work Session Items from November 6, 2023*

Board of Supervisors Work Session Items  
 Berryville/Clarke County Government Center, 2<sup>nd</sup> Floor  
 101 Chalmers Court, Berryville, Virginia 22611  
 November 6, 2023, 10:00 am, Meeting Room AB

Board Members Present: David S. Weiss, Matthew E. Bass, Terri T. Catlett, Beverly B. McKay, Doug M. Lawrence

Board Members Absent: None

Officer / Staff Present: Chris Boies, Catherine Marsten, Cathy Kuehner, Brandon Stidham

Others Present: None

Press Present: Mickey Powell, Winchester Star

2023-11-06 Summary: At 10:02 am, Chairman Weiss called the meeting to order.

- A. Budget Priorities: The Board reviewed budget priorities from last year and, by consensus, decided that the two most important priorities are employee recruitment/retention and equalizing the real estate tax rate after the reassessment is completed.

- B. Capital Improvements Plan: Staff went through the entire Capital Improvements Plan included in the packet. There was discussion about removing the pedestrian bridge because the Transportation Plan of the Comprehensive Plan has not yet been adopted and there also discussion about moving the project out one more year.

By consensus, the Board agreed to forward the Plan for consideration at the regular meeting in November.

- C. Campground Regulations Text Amendment (PH2023-12: TA23-01): The Board continued discussion from the October 17 regular meeting on the proposed text amendment. Some members of the Board felt there were no viable places for commercial campgrounds in the county, while others advocated to keep commercial campgrounds in the ordinance as a special use permit, possibly with additional regulations and criteria. After a lengthy discussion, it was decided that each Board member would reach out to their respective Planning Commissioners about this topic.

By consensus, the Board decided to continue discussion of the text amendment at the December work session. The Board requested that staff provide examples of related ordinances from other localities.

At 11:27 am, Chairman Weiss adjourned the meeting.

2023-11-21 Action: Chris Boies reviewed the above summary:

- Per the Board’s request, staff has prepared and distributed examples of ordinances concerning campgrounds from other localities, in preparation for the Work Session discussion on December 11.

#### 11) Board of Supervisors Finance Committee Items from November 6, 2023

- A. FY24 Supplemental Appropriation Request for Additional Position in Treasurer’s Office: As of December 1, 2023, the State Compensation Board is funding an additional position for a Deputy I in the Treasurer’s Office. The Treasurer is requesting funding for this position. The attached memo outlines the estimated expenses, the corresponding FY24 State revenue from the Compensation Board, and the local funds needed.

2023-11-06 Summary: Following review, the Finance Committee recommends, “Be it resolved that the FY24 Treasurer’s Office operating budgeted expenditure and appropriation be increased \$52,545, revenue budget and appropriation be increased \$14,711, and fund balance designation for Government Savings be decreased in the amount of \$37,834, all for the purpose of providing an additional staff position and recognizing additional revenue of \$14,711 from the State Compensation Board.”

2023-11-21 Action: Brenda Bennett reviewed the above summary:

- The State Compensation Board is restoring a previously unfunded Deputy I position, though they are only partially funding it.
- This request is based on an annual salary of \$35,000, plus estimated benefits.

Supervisor Lawrence

- Questioned if the State Compensation Board is funding this position proportionally less than they do other deputy positions.
  - Brenda Bennett answered yes; they have usually been funding deputy positions at 50%.

Chairman Weiss

- Shared that the Treasurer indicated that this position could be dedicated to pursuing collecting delinquent taxes, which would improve overall tax collection rates.

Supervisor Bass

- Asked if the Treasurer asserts liens for delinquencies.
  - Ms. Bennett responded yes, they place liens on real estate and implement DMV stop fees for delinquent taxes.

**Supervisor McKay moved, be it resolved, that the FY24 Treasurer’s Office operating budgeted expenditure and appropriation be increased \$52,545, revenue budget and appropriation be increased \$14,711, and fund balance designation for Government Savings be decreased in the amount of \$37,834, all for the purpose of providing an additional staff position and recognizing additional revenue of \$14,711 from the State Compensation Board. The motion carried by the following vote:**

Matthew E. Bass	-	Aye
Terri T. Catlett	-	Aye
Doug M. Lawrence	-	Aye
Beverly B. McKay	-	Aye
David S. Weiss	-	Aye

B. FY24 1<sup>st</sup> Quarter Expenditure Review

2023-11-06 Summary: The Finance Committee reviewed the expenditure report, no action was taken.

2023-11-21 Action: Brenda Bennett reviewed the above summary:

- This report is an early look at expenditures.
- Staff has no concerns; the report did not show anything odd or unreasonable.

C. FY24 1<sup>st</sup> Quarter Revenue Review

2023-11-06 Summary: The Finance Committee reviewed the revenue report, no action was taken.

2023-11-21 Action: Brenda Bennett reviewed the above summary:

- At the time of this report, the December tax bills had not gone out yet.
- The report also includes 30 and 60-day accruals, which complicate things. Revenue received on some line items in July and August get booked back to the previous year in the accrual process.
- Meals tax, interest on bank deposits, and cigarette tax were trending higher. Personal property tax was trending lower but that is likely just due to timing.
- The 2<sup>nd</sup> Quarter review will give a better overall look at revenue.

D. FY24 Fund Balance Designations

2023-11-06 Summary: Following review, the Finance Committee recommends approving the fund balance designations as shown in the attached document.

2023-11-21 Action: Brenda Bennett reviewed the above summary:

- The final numbers for FY23 will be in next month's audit presentation.
- The fund balance shown is a \$1.2 million increase over last year, which is attributed to additional personal property tax revenue, capital projects carryforward, and expenditure savings.
- The county will complete several projects in the next few years and not have to issue debt for them. The county's philosophy of using savings and paying cash for these projects instead of issuing debt benefits taxpayers by avoiding costly interest payments.

**Chairman Weiss**

- Shared that the Finance Committee considered input from staff, fiscal policy, and last year’s data to develop the proposed designations.
- Added that the county is in a good financial position thanks in part to staff’s cooperation and responsible planning.

**Vice Chair Catlett moved to approve the FY24 Fund Balance Designations as presented. The motion carried by the following vote:**

Matthew E. Bass - Aye  
 Terri T. Catlett - Aye  
 Doug M. Lawrence - Aye  
 Beverly B. McKay - Aye  
 David S. Weiss - Aye

	Fiscal Year End 2022	6/30/2023	Notes
	Prior Year Designations	Fund Balance	
	17,745,176	19,018,415	not final audited fund balance - subject to minor adjustments
<i>Designations</i>			
Liquidity Designation@ 12% of FY 23 Budgeted Operating Revenue	(3,926,740.68)	(4,114,911.36)	
Stabilization Designation @ 5% of FY 23 Budgeted Operating Revenue	(981,685.17)	(1,714,546.40)	
Continuing Local GF Appropriations for Capital Projects	(794,925.00)	(1,375,076.00)	
Conservation Easements from Government Savings	(150,000)	(150,000)	Per fiscal policy
School Operating Savings	-	(97,957)	FY23 School Operating CF to FY24 Capital Pjts
Childrens Services Act Shortfall	(500,000)	(500,000)	
Parks Master Plan	(230,000)	(330,000)	
Fire & Rescue	(400,000)	(300,000)	
Government Savings (GenGov, JAS, DSS)	(500,000)	(330,000)	
Data and Communications Technology	(972,000)	(250,000)	
Leave Liability	(350,000)	(350,000)	
Community Facilities	(1,598,000)	(3,500,000)	
Economic Development	(150,000)	(150,000)	
Jack Enders Blvd Project	(280,000)	-	Not needed in FY24
County Courthouse Green Project	(100,000)	(200,000)	
Human Services space	(1,500,000)	(1,650,000)	DSS, NWCS, VDH
School Construction	(100,000)	(100,000)	
USGS Svcs	(50,000)	(50,000)	
Self Funded Health Insurance Account	(1,000,000)	(200,000)	
Broadband (All Points Broadband/VATI)	(2,700,000)	(1,080,000)	
Berryville Clarke County Joint Government Center-Reserved Fund Balance	(117,119)	(127,205)	Calculated reserve per USDA loan terms
Berryville Clarke County Joint Government Center-Unreserved Fund Balance	(150,000)	(50,000)	
Avenity Tax Software	(259,000)	-	Not needed in FY24
Government Capital Projects	(350,000)	(2,298,275)	Bdgt deficit-capital pjts paid from fund bal
FY22 Original Budget Surplus (Deficit)	3,634	-	
<b>TOTAL Designations</b>	<b>(17,155,836)</b>	<b>(18,917,971)</b>	
<b>Undesignated</b>	<b>589,340</b>	<b>100,444</b>	



- E. FY24 Appropriation of Remaining ARPA Funds: The remaining amount of ARPA funds is \$98,584.16. The Finance Committee discussed using these remaining funds for FY24 Capital Projects expenses.

2023-11-06 Summary: Following review, the Finance Committee recommends, “Be it resolved that FY24 Government Capital Projects fund budgeted expenditure and appropriation be increased \$98,584.16, and that deferred revenue in the same amount be recognized, all for the purpose of completing various small capital projects”.

2023-11-21 Action: Brenda Bennett reviewed the above summary:

- ARPA funds remaining after the broadband expenditures have been received but not appropriated. This deferred revenue will be recognized in FY24.
- Appropriating these funds to the capital projects fund will allow them to be used to complete various small capital projects.

Vice Chair Catlett

- Inquired if there would be any more funding sources related to Covid-19.
  - o Chris Boies answered that the only pandemic-related revenue that remains is a \$30,000 federal tourism grant, administered by the Virginia Tourism Corporation. Staff is working through the approval and expenditure process for those funds.

**Supervisor McKay moved, be it resolved, that FY24 Government Capital Projects fund budgeted expenditure and appropriation be increased \$98,584.16, and that deferred revenue in the same amount be recognized, all for the purpose of completing various small capital projects. The motion carried by the following vote:**

Matthew E. Bass	-	Aye
Terri T. Catlett	-	Aye
Doug M. Lawrence	-	Aye
Beverly B. McKay	-	Aye
David S. Weiss	-	Aye

- F. Bills and Claims

2023-11-06 Summary: Following review, the Finance Committee recommends approving the October 2023 Invoice History report.

2023-11-21 Action: Brenda Bennett reviewed the above summary.

**Vice Chair Catlett moved to approve the October 2023 Invoice History Report as presented. The motion carried by the following vote:**

Matthew E. Bass	-	Aye
Terri T. Catlett	-	Aye
Doug M. Lawrence	-	Aye
Beverly B. McKay	-	Aye
David S. Weiss	-	Aye

G. Standing Reports

- a. Year to Date Budget Report
- b. Reconciliation of Appropriations
- c. Capital Projects Report

2023-11-21 Action: Information Only.

12) *Joint Administrative Services Board Update*

Brenda Bennett advised the following:

- The Joint Administrative Services Board met on October 23 and discussed the outstanding issues with the third-party insurance administrator Benefit Plan Administrators (BPA).
- At that time, there were four outstanding items. Three items have since been resolved and staff expects resolution on the last item in the next two to three weeks.
- When that issue is resolved, the BPA-held fund account will be closed and the remaining funds will be returned to the county.
- Auditors were on-site during the first week of November and have assured staff that they will be able to present the final audit at the December 19 meeting.

13) *Government Projects Update*

Chris Boies provided the following update:

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Board of Supervisors Meeting Minutes – November 21, 2023 – Regular Meeting

- The United States Department of Agriculture approved the county as a drought designation area. This designation opens the door to various forms of assistance and resources to help mitigate the challenges the ongoing drought poses for our local agricultural community. Information about the assistance programs available through the Farm Service Agency is available on the county website.
- Congratulations to Voter Registrar Barbara Bosserman for a well-managed election season and for receiving a \$45,000 grant for election security. This grant requires no local match and will be used for various election security improvements. The grant is part of the 2023 State Homeland Security Grant Program from the U.S. Department of Homeland Security, Federal Emergency Management Agency, and is administered through the Virginia Department of Emergency Management.
- The county will soon have two openings for maintenance technicians; one employee was lost to Frederick County Public Schools and another is retiring at the end of December. These vacancies are significant, especially if the snow predictions for this winter are accurate, as the Maintenance Department only has six full-time technicians.
- Wampler Eanes will begin reassessment work in December. A summary of the reassessment process will go out in the next edition of ClarkeE-News and several updates to the public are already scheduled.
- Demolition work is underway at the pool as part of the zero-depth entry improvement project. The coping stones along the edge of the pool will be repaired and replaced, as well. The contractor will pour the new concrete in the spring, when temperatures are warmer.

#### 14) *Miscellaneous Items*

##### A. Update on Proposed Rezoning of Friant Property

Clarke County Director of Planning, Brandon Stidham, presented the following:

- Town staff recently received updates to the application:
  - The applicant has reduced the maximum number of lots from 214 to 198; it appears that lots have been removed from the viewshed to the east of Bel Voi.
  - The concept plan now shows a connection, across the Bel Voi property, between the two halves of the proposed subdivision. It is unclear what, if any, agreement exists with that property owner.

- Previously, the application proffers included a cash amount for the Town to pursue that connection. That proffer has been removed.
- Proffer language regarding traffic connection has been updated. Construction traffic would use a proposed road through the Audley property to the east instead of using Battletown Estates. Proffer language does not discuss when a connection to Battletown Estates would be made and Town staff will likely have to clarify that.
- No site plan is required at this stage, so there are not high-level technical reviews of stormwater management. There are concerns about drainage with the plan submitted, particularly on the western side.
- If the rezoning is ultimately approved, the applicant would submit their stormwater management plan to the Department of Environmental Quality (DEQ) for review.
- A review letter from VDOT notes that the proposed main subdivision road through the Audley property would need to be dedicated as fee-simple in order to be accepted as a public road. That property is still within the county and has not been annexed, so there could be some questions as to the enforceability of a proffer involving land not owned by the applicant that is also outside of the Town limits.
- The continued public hearing is on the Town’s Planning Commission agenda for November 28.

Chairman Weiss

- Requested clarification on the rezoning application process.
  - Brandon Stidham advised that the applicant is requesting that all pieces of the Friant property be changed to DR-4 zoning. The Town can only rule on the application as a whole. Any reasons for denial must be focused on specific impacts not being properly mitigated.

Supervisor Bass

- Observed that the number of lots being proposed is a significant increase over the number allowed by right.
  - Mr. Stidham explained that the by-right number of lots (108) would be unrealistic to develop around the existing boundary lines and zonings, without significant reconfigurations. The Berryville Area Plan (BAP) describes in great detail what a development plan needs to show in order for the applicant to be granted additional dwelling units.

Chairman Weiss

- Shared that, when the language on floating DURs was developed, no one anticipated that the majority of them would be concentrated in one spot. From the county’s perspective, impacts to traffic and to the local schools are huge concerns, as is the need for sidewalks on Battletown Drive.

- Brandon Stidham added that the application proposes \$1,200 per unit to be used, at the Town’s discretion, to install sidewalk on Battletown Drive.

15) *Summary of Required Action*

<u>Item</u>	<u>Description</u>	<u>Responsibility</u>
1.	Process approved minutes	Catherine Marsten
2.	Execute approved resolutions and appointment letters	David Weiss
4.	Process appointments and resolutions	Catherine Marsten
5.	Process easement donation application	Lorien Lemmon
6.	Process bills & claims and finance items	Brenda Bennett
8.	Post approved CIP on county website	Cathy Kuehner
9.	Post reassessment information on county website	Cathy Kuehner

16) *Board Member Committee Status Reports*

Supervisor Doug Lawrence

Board of Social Services

- A new CSA Coordinator was hired.
- Local board recently passed a state desk audit.
- 121 children and 72 seniors signed up for the Angel Tree program, which is an increase from last year.
- The annual report is included in the packet and shows some notable trends.

School Board

- Meets November 27.

Regional Jail Authority

- Approved their requested budget for next year.
- Clarke’s share of the cost decreased.

### Vice Chair Terri Catlett

#### Career and Technical Education

- Planning to offer new classes in drone operation and accounting.
- Hosted a career day that was very successful.
- Has several new members, committee structure and operations may change.

#### Historic Preservation Commission

- Discussed a marker near Route 606 & Route 50 intersection to honor abolitionist John Underwood.
- Planning for upcoming budget requests and discussing CLG grants.

#### Clarke County Humane Foundation

- Received a request to share space at the shelter, but it did not seem to be a good fit.

#### Village of Millwood

- Christmas tree lighting event on December 3.

#### Planning Commission

- Nothing to report.

#### Community Policy & Management Team

- The new CSA Coordinator is getting acclimated.

### Supervisor Bev McKay

#### Town of Boyce

- Did not attend last meeting.
- Howards Lane is torn up due to construction activity.

#### Northern Shenandoah Valley Regional Commission

- \$4 million recycling grant will be announced at an event at the landfill on November 30.

#### Regional Airport Authority

- Nothing to report.

#### Conservation Easement Authority

- Nothing to report.

#### Sanitary Authority

- Discussed their Capital Improvements Plan and some structural maintenance at the treatment plant and building.
- Looked at CIP, discussed structural maintenance to WWTP.
- Had to clean membranes due to increased grease content at Roseville lift station.
- Water towers need to be cleaned, which requires specialized vendors.

#### Berryville-Clarke County Joint Building Committee

- Library statue bench will be installed on the north side of the library wing exterior.

Supervisor Matthew Bass

Board of Septic and Well Appeals

- Has not met.

Library Advisory Council

- Nothing to report.

Litter Committee

- Nothing to report.

Josephine School Community Museum Board

- Nothing to report.

Legislative Updates

- Nothing to report.

Northwestern Regional Adult Drug Treatment Court Advisory Committee

- Discussed a participation incentive program.

Northwestern Regional Juvenile Detention Center Commission

- Nothing to report.

Sheriff's Office

- Nothing to report.

Town of Berryville

- Update on rezoning application already given.

Parks and Recreation Advisory Board

- Nothing to report.

Chairman David Weiss

Berryville-Clarke County Joint Committee on Economic Development & Tourism

- Good progress on the tourism website and branding project.
- Reviewed the list of goals and priorities.
- Discussed ways to work with the Sheriff's Office to allow traffic to turn left out of the fairgrounds during events and access Berryville more easily.

Fire/EMS Commission

- Did not meet.

Industrial Development Authority

- Heard an update on the prison property and potential IDA involvement.
- Discussed potential community commercial kitchen and grant opportunities.

17) *Closed Session Pursuant to §2.2-3711(A)(3)*

**At 3:06 pm, Supervisor Bass moved to enter closed session pursuant to §2.2-3711-(A)(3) to discuss the acquisition of real property for a public purpose, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body. The motion carried by the following vote:**

Matthew E. Bass	-	Aye
Terri T. Catlett	-	Aye
Doug M. Lawrence	-	Aye
Beverly B. McKay	-	Aye
David S. Weiss	-	Aye

**At 3:30 pm, with 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 Bass moved to reconvene in open session. The motion carried as follows:**

Matthew E. Bass	-	Aye
Terri T. Catlett	-	Aye
Doug M. Lawrence	-	Aye
Beverly B. McKay	-	Aye
David S. Weiss	-	Aye

**Supervisor Bass 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:**

Matthew E. Bass - Aye  
Terri T. Catlett - Aye  
Doug M. Lawrence - Aye  
Beverly B. McKay - Aye  
David S. Weiss - Aye

No action was taken following the closed session.

**18) Adjournment**

Chairman Weiss adjourned the meeting at 3:30 pm.

**19) Next Regular Meeting Date**

The next regular meeting of the Board of Supervisors will be held on Tuesday, December 19, 2023, at 1:00 pm in the Berryville Clarke County Government Center, Main Meeting Room, 101 Chalmers Court, Berryville, Virginia.

ATTEST: November 21, 2023

\_\_\_\_\_  
David S. Weiss, Chairman

\_\_\_\_\_  
Chris Boies, County Administrator

\_\_\_\_\_  
Recorded and Transcribed by Catherine D. Marsten

# Clarke County Board of Supervisors

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## Consent Agenda

- 36 E Main Street Lease Agreement with FISH of Clarke County, Inc.
- Memorandum of Understanding Between Clarke County Department of Social Services and County of Clarke, Virginia
- FY24 Agreement Between the Virginia Department of Health and the Clarke County Board of Supervisors for Funding and Services of the Lord Fairfax Health Department

# Clarke County Board of Supervisors

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**Berryville Voting District**  
**Matthew E. Bass**  
**(540) 955-5175**

**Millwood Voting District**  
**Terri T. Catlett-Vice Chair**  
**(540) 837-2328**

**Russell Voting District**  
**Doug Lawrence**  
**(540) 955-2144**

**Buckmarsh Voting District**  
**David S. Weiss – Chair**  
**(540) 955-2151**

**White Post Voting District**  
**Bev B. McKay**  
**(540) 837-1331**

**County Administrator**  
**Chris Boies**  
**(540) 955-5175**

To: Board of Supervisors

From: Chris Boies

Re: FISH Lease

Date: December 6, 2023

Clarke County owns property located at 36 East Main Street in Berryville, which is used by FISH as the community food pantry. The property was previously leased to Help with Housing on April 16, 2013 and that lease was fully assigned to FISH on September 20, 2016. The original lease term was for five years and included an option to extend for an additional five-year term. That additional term expires this year so staff has worked with FISH on a new lease agreement for consideration by the Board.

We are proposing that the new lease period begins January 1<sup>st</sup> and lasts for a five-year term. The annual rent payment would be \$1 and there is an option to renew the lease for an additional five-year term. Following current practices, FISH would be responsible for all utility costs and minor building maintenance and the County would provide major building maintenance, lawn care, and outside building repairs.

**THIS LEASE AGREEMENT**, made and entered into this \_\_\_\_ day of \_\_\_\_\_, 202\_, by and between **THE COUNTY OF CLARKE, VIRGINIA**, a political subdivision of the Commonwealth of Virginia, hereinafter called the Lessor, and **FISH OF CLARKE COUNTY, INC.**, a Virginia non-stock corporation, hereinafter called the Lessee.

**WITNESSETH:**

For and in consideration of the rental sums reserved hereunder and the mutual promises and covenants herein contained, Lessor does hereby lease to Lessee the following described property upon the following terms and conditions:

1. **DESCRIPTION:** The Lessor hereby leases to the Lessee that certain lot or parcel of land, and the building located thereon lying and being situated in the Town of Berryville, County of Clarke, Virginia, and situated on that certain lot or parcel of land designated as Tax Map No. 14A2-A-75, and being the same property conveyed unto the Lessor by deed from Herman Bell Lloyd and Alice L. Lloyd dated November 13, 1984 and recorded in the Office of the Clerk of the Circuit Court of Clarke County in Deed Book 158 at Page 532, said lot being designated for street purposes as 36 East Main Street, Berryville, Virginia.
2. **TERM:** The term of this lease shall be five (5) years commencing upon January 1, 2024.
3. **RENT:** As rental for the leased premises, Lessee shall pay to Lessor the sum of One Dollar (\$1.00) per year, payable in advance on or before January 1, 2024 and on the first day of January of each succeeding year thereafter.
4. **OPTION TO EXTEND:** At the expiration of the primary term of this Lease, provided Lessee shall not be in default in the payment of rent or the performance of any of the covenants on its part to be performed, and except as hereinafter provided, Lessee shall have the option to renew this Lease for an additional term of five (5) years, upon giving written notice of the intention to renew to Lessor not less than ninety (90) days prior to expiration of the primary term. The terms and conditions on the renewal term shall be the same as set forth herein, except as to rent. Upon being notified of Lessee's intention to renew, Lessor shall advise Lessee of the rental amount for the renewal term not less than sixty (60) days prior to the expiration of the primary term; Lessee shall then notify Lessor not less than forty-five (45) days prior to expiration of the primary term whether Lessee shall elect to renew at the new rental rate. Provided, however, that if the Lessor intends to use the Property for its own uses at the expiration of the primary term, it

shall notify Lessee in writing not less than one (1) year prior to the expiration of the primary term, in which event the option to renew contained herein shall become null and void and in no further force and effect.

5. ASSIGNMENT: Lessee shall not assign this lease or sublet the described Property or any part thereof without the written consent of Lessor.
  
6. USE: The Property shall be used by the Lessee as office space, to maintain their organization's resources, and to centralize their operations, including the organization's usual and customary activities of sales and other distribution of food, clothing, and necessities to those in need. No other use of the Property shall be permitted without the prior express written consent of Lessor. No use of the Property may be maintained that would be in violation of any contractual obligation or duty of Lessor. Lessor shall have the right to terminate this Lease when, in its sole judgment, the Lessee is no longer using the Property for the approved use stated above or becomes inactive or unable to regularly use and maintain the Property for the approved purposes stated above.
  
7. UTILITIES AND HEAT: During the term of this Lease, Lessee shall be responsible for arranging and paying for all utilities (electricity, phone, water and sewer) and for fuel costs for heat (oil and/or gas).
  
8. BASEMENT: Lessor discloses and Lessee acknowledges that the basement of the Property is subject to water and moisture infiltration, especially in instances of heavy storm water. Such condition is mitigated and managed by a sump pump.  

Lessee is hereby put on notice that no guarantee is made by Lessor as to the fitness or usefulness of the Property's basement area for storage of any items that might be compromised by exposure to or contact with moisture.
  
9. PARKING: Three (3) parking spaces in the gravel lot directly behind the Property shall be reserved exclusively for Lessee's use. Lessor shall mark such spaces with appropriate signs or other markings. All other parking shall be subject to availability of shared use spaces in the gravel lot and unreserved spaces in the paved courthouse parking lot.

The gravel lot may be accessed by vehicular traffic from Church Street by way of the courthouse parking lot or from East Main Street by way of the driveway located on 34 East Main Street to the west of the Property.

Lessor shall provide for snow removal from the gravel lot in accordance with Lessor's established snow/inclement weather maintenance plan. All other snow removal shall be the sole responsibility of Lessee.

10. GRASSY AREA: Upon consent of the Lessor through the County Administrator, Lessee and Sub-Lessee are authorized to use the grassy area owned by Lessor located beyond the gravel lot for certain of their organization's special events and fundraisers. Such use shall be subject to conditions established by Lessor.

Lessee shall be solely responsible for damage or liability arising from such use of the space.

11. REPAIRS AND MAINTENANCE: Lessee agrees to maintain the Property in a good and sufficient state of repair and in a clean and healthy condition, loss by fire and ordinary wear and tear excepted.

Lessee agrees that, during the term of this Lease and any renewal thereof, Lessee shall do the following:

- A. Keep the interior plumbing systems in proper and substantial repair, including completing renovation of the upstairs bathroom facility;

Lessor agrees that, during the term of this Lease and any renewal thereof, Lessor shall do the following:

- A. Keep the exterior walls in proper and substantial repair;
- B. Keep the roof in proper and substantial repair;
- C. Keep the heating system in proper and substantial repair;
- D. Maintain exterior landscaping, including mowing the Property lawn; and
- E. Maintain the exterior of the building, including siding, paint, and windows.

It is agreed by the parties that Lessor is not an insurer and that Lessor's responsibility and liability for each of the terms of maintenance and repair set forth above shall be to make the proper repairs within a reasonable time after the necessity, nature, and location thereof has been called to Lessor's attention by Lessee.

12. EXTERIOR SIGNAGE: All signage must comply with requirements and restrictions imposed by the Town of Berryville.

- A. Permanent Signs: The Lessee shall have the right to place and maintain, on the exterior of the Property, at its own expense, necessary or appropriate signs identifying the organization located therein; provided, however that no such sign shall be placed without the prior approval of Lessor as to design and location, which approval shall not be unreasonably withheld.
- B. Temporary Signs: The Lessee shall have the right to place, from time to time, on the exterior of the Property, at their own expense, appropriate signs

advertising certain of the organization's events that are of interest to the public; provided however, that no such sign shall be placed without the prior approval of Lessor as to design and location, which approval shall not be reasonably withheld.

13. IMPROVEMENTS:

- A. Improvements by Lessee: Lessee shall have the right to make modifications and improvements to the Property to adapt it for Lessee's use of the Property as described above. However, no alterations of the building will be permitted without prior written consent of Lessor, which consent will not be unreasonably withheld. All interior work shall be subject to all Building Code and local permitting requirements.
- B. Improvements by Lessor: Lessor is under no obligation to make any improvements to Property. Lessee accepts Property as-is. Lessor reserves the right to address any exterior building features that it deems compromised or in disrepair by repairing or removing the feature.

14. DAMAGE OR DESTRUCTION: If the leased premises shall, without fault of Lessee, be destroyed or be so damaged as to become wholly or partially untenable by fire or by providential means, then, if the Lessor shall elect to rebuild or repair, this lease shall remain in force and Lessor shall rebuild or repair the premises within a reasonable time after such election, putting premises in as good condition as they were at time of destruction or damage, and for that purpose they may enter said premises, and rent shall abate during time the premises are untenable; but if Lessor does not elect, as aforesaid, to rebuild or repair, then Lessor shall have possession of the premises hereby let, Lessee shall deliver and surrender to Lessor possession of the premises, this lease shall terminate, and the Lessee shall have no obligation for the payment of rent from the date the premises became wholly or partially untenable.

15. DEFAULT: If any rent shall be due or unpaid for a period of twenty (20) days, or if default shall be made in any of the conditions or covenants herein contained, and if such a default should continue for thirty (30) days after written notification thereof is given to Lessee, Lessor shall have the right to terminate this lease and to recover any amounts due and owing by Lessee upon termination.

16. INSURANCE:

- A. Property Insurance: Lessor shall maintain in full force and effect during the term of this Lease Agreement a policy of hazard insurance on the Property

at Lessor's sole cost and expense, to its full insurable value. Such policy shall be sufficient to protect against loss incurred by damage or destruction by fire or other perils covered by the standard form of extended coverage endorsements to fire insurance policies in the Commonwealth of Virginia in effect at the time the policy is obtained.

Lessee shall be solely responsible for maintaining contents insurance for Lessee's personal property and equipment, should Lessee be so advised.

- B. Liability Insurance: Lessee shall maintain in effect throughout the terms of this Lease, and any extension thereof, general public liability insurance coverage with limits of at least One Million Dollars (\$1,000,000.00). Lessee shall annually provide Lessor with a proof of such insurance coverage. Lessor shall be listed as an additional named insured under said policy. The policy shall be subject to the term and condition that it shall not be cancelled prior to thirty (30) day written notice to Lessor. Failure to obtain or maintain such insurance shall be grounds for termination of this Lease Agreement by Lessor without further notice to Lessee.

17. INDEMNIFICATION: Lessee agrees to indemnify and hold Lessor harmless from any and all liability, cost, expense, including attorney's fees, which the Lessor may or shall be required to pay or undertake as a result of the use, occupancy and operation of the Property by the Lessee under this Lease.

18. NOTICES: Any notice, invoice, statement, instructions, or direction required or permitted by this Lease Agreement shall be addressed as follows:

A. To the Lessor: Clarke County Administrator  
101 Chalmers Court, Suite B  
Berryville VA 22611

B. To the Lessee: \_\_\_\_\_  
FISH of Clarke County, Inc.  
P.O. Box 1154  
Berryville VA 22611

19. MODIFICATION OF AGREEMENT: Any modification of this agreement or additional obligation assumed by either party in connection with this Lease Agreement shall be binding only if evidenced in writing and signed by each party or an authorized representative of each party.



20. MISCELLANEOUS:

- A. Entire Agreement: This Lease Agreement shall constitute the entire agreement between Lessor and Lessee. Any prior understanding or representation of any kind preceding the date of this agreement shall not be binding upon either party except to the extent to the extent incorporated in this Agreement.
- B. Governing Law: This Lease Agreement shall be governed by, construed, and enforced in accordance with the laws of the Commonwealth of Virginia, and any action brought to enforce its provisions shall be brought in the Circuit Court of Clarke County, Virginia.
- C. Provisions Several: The provisions of the Lease Agreement are several, and should a court of competent jurisdiction declare that any one or more of the provisions is unenforceable, the remainder shall remain in full force and effect.
- D. Attorneys' Fees: In the event that any legal action is taken in relation to this Lease Agreement, the unsuccessful party in the action shall pay to the successful party in addition to all sums that either party may be called on to pay, a reasonable sum for the successful party's attorney's fees.

WITNESS the following signatures and seals:

COUNTY OF CLARKE, VIRGINIA, Lessor

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

\_\_\_\_\_  
Printed Name and Title

FISH OF CLARKE COUNTY, INC., Lessee

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

\_\_\_\_\_  
Printed Name and Title

# Clarke County Board of Supervisors

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**Berryville Voting District**  
**Matthew E. Bass**  
**(540) 955-5175**

**Millwood Voting District**  
**Terri T. Catlett-Vice Chair**  
**(540) 837-2328**

**Russell Voting District**  
**Doug Lawrence**  
**(540) 955-2144**

**Buckmarsh Voting District**  
**David S. Weiss – Chair**  
**(540) 955-2151**

**White Post Voting District**  
**Bev B. McKay**  
**(540) 837-1331**

**County Administrator**  
**Chris Boies**  
**(540) 955-5175**

To: Board of Supervisors

From: Chris Boies

Re: Social Services Memorandum of Understanding

Date: December 11, 2023

The County and Department of Social Services (DSS) currently operate under a Memorandum of Understanding (MOU) approved in June of 2021. The MOU provides for DSS to use the County-owned building at 311 East Main Street in Berryville and for the County to be reimbursed by the Commonwealth for certain expenses related to the property. The current MOU is scheduled to expire on January 31, 2024.

One of the allowable reimbursable expenses for the property is depreciation based on schedules previously agreed to by the County and Commonwealth. Those schedules show the property to be fully depreciated in January of 2024. The Finance Guidelines Manual for Local Departments of Social Services does not allow us to charge rent or any further depreciation unless new capital improvements are made to the structure. The new proposed MOU is dated February 1, 2024 and contains all of the previous terms and conditions except that depreciation is removed as an allowable expense.

It is important to note that, once a new health and human services building is constructed, the County will once again be able to be reimbursed for depreciation on the section of the building occupied by DSS. The Clarke County Board of Social Services is expected to review and approve this new MOU at their December meeting. We respectfully request the Board's approval.

MEMORANDUM OF UNDERSTANDING

Between

Clarke County Department of Social Services

And

County of Clarke, Virginia

**PURPOSE:**

This Agreement (MOU) provides for the Clarke County Department of Social Services (CCDSS) to occupy office space located at 311 E. Main Street, Berryville, Virginia, 22611, and to provide the County of Clarke, Virginia reimbursement for the office space provided based on the operating costs of the building.

**PERIOD OF AGREEMENT:**

This Agreement replaces the existing agreement approved in June of 2021 and is effective February 1, 2024, until replaced by a future agreement approved by the Clarke County Board of Supervisors and Clarke County Board of Social Services.

**DESCRIPTION OF PROPERTY:**

The Clarke County DSS will occupy 5,819 square feet of the facility located at 311 East Main Street, Berryville, Virginia 22611. Reimbursement of facility costs is limited to the monthly proportionate share of general operating costs.

**GENERAL CONDITIONS:**

Reimbursement of facility costs will be provided for space occupied by the Clarke County DSS staff and any contract/volunteer positions that perform Department of Social Services functions. All payments arising hereunder are conditioned upon and subject to the annual appropriation of funding by the Commonwealth of Virginia to Clarke County Department of Social Services.

**OPERATING COSTS:**

Applicable operating costs will be provided for the facility are allowable based on the actual expense of the service or goods provided and supported by appropriate documentation.

- A. The Clarke County DSS is responsible for paying and will pay for the cost of the following services:
  - 1. Utilities (based on bills for actual usage for 311 E. Main St., Berryville, VA)
  - 2. Repair, maintenance, and renovations-including labor, materials, and supplies (based on actual time worked and materials used);
  - 3. Mowing and landscaping services (based on actual time worked and materials used);
  - 4. Snow removal (based on actual time worked)

5. Liability and property insurance (based on percentage calculated for CCDSS building, contents, and CCDSS vehicles)
6. Cleaning services for 311 E. Main Street (based on actual time worked)
7. Pest Control services (based on actual expenses incurred for building and services)
8. Security/Alarm Services (based on actual expenses incurred for building and services)
9. Other contractual services directly related to the repair and maintenance of the Clarke County Department of Social Services Facility as agreed upon
10. Other expenses incurred reasonably related to maintenance and repair of the CCDSS facility.

**MODIFICATIONS, RENOVATIONS AND FIXTURES:**

The Clarke County DSS agrees that no alterations, installations, and/or major renovations shall be done to the space provided without the County’s written consent. Such consent will not be unreasonably withheld.

The Clarke County DSS, at its sole cost and expense has the right to install and maintain any fixtures, equipment, facilities, and other improvements to conduct social services business on the premises. Upon termination of this agreement, the Clarke County DSS at its option and expense may remove from the premises all improvements, equipment, appliances or other property owned by it and shall deliver the premises in good order and condition, normal wear and tear excepted.

**MODIFICATIONS OR ADMENDMENTS:**

Should it become necessary for the County to make capital improvements to the building occupied by the Clarke County Department of Social Services, thus potentially changing its depreciation value, both parties agree to an amendment of this original Memorandum of Understanding new payment terms related to the capital expense associated therewith.

The parties agree that any modification or amendment of this MOU shall be in writing, signed by all parties before such modification or amendment shall have force or effect.

The Parties shall provide each other with notice as may be necessary under the MOU at the following addresses:

Attn: Director of Social Services

Attn: Clarke County Administrator

Clarke County Dept. of Social Services  
 311 East Main Street  
 Berryville, VA 22611

101 Chalmers Court  
 Berryville, VA 22611

IN WITNESS WHEREOF, the parties have caused this Agreement/MOU to be duly executed intending to be bound thereby,

Clarke County

\_\_\_\_\_

BY: Chris Boies, Clarke County Administrator

\_\_\_\_\_

Date

COMMONWEALTH OF VIRGINIA CITY/COUNTY OF CLARKE to wit:

The foregoing Agreement/MOU was acknowledged before me by \_\_\_\_\_

On the \_\_\_ day of \_\_\_\_\_, 2023, in the jurisdiction aforesaid.

My Commission expires \_\_\_\_\_, 20\_\_

\_\_\_\_\_

Notary Public

Clarke County Department of Social Services

\_\_\_\_\_

BY: Jennifer Parker, Director, Clarke CO. Dept.

Of Social Services

\_\_\_\_\_

Date

COMMONWEALTH OF VIRGINIA CITY/COUNTY OF CLARKE, to wit:

The foregoing Agreement/MOU was acknowledged before me by \_\_\_\_\_

On the \_\_\_ day of \_\_\_\_\_, 2023, in the jurisdiction aforesaid.

My Commission expires \_\_\_\_\_, 20\_\_

\_\_\_\_\_

Notary Public

**Electronic Signature Agreement Page**

**STATEMENT OF AGREEMENT TO  
PROCESS NEEDED SIGNATURES OF  
THE VIRGINIA DEPARTMENT OF  
HEALTH (VDH) LOCAL  
GOVERNMENT AGREEMENT  
ELECTRONICALLY**

VDH and The Clarke County Board of Supervisors agree to use electronic signatures, as authorized in Title 59.1, Chapter 42.1 Uniform Electronic Transactions Act of the Code of Virginia.

Chris Boies, Administrator  
Authorizing officer printed name and title

\_\_\_\_\_  
Authorizing officer signature

Robert W. Hicks  
Acting Deputy Commissioner, Community Health Services  
Virginia Department of Health

*Robert W. Hicks*  
Authorizing signature

**AGREEMENT BETWEEN THE VIRGINIA DEPARTMENT OF HEALTH AND THE CLARKE COUNTY BOARD OF SUPERVISORS FOR FUNDING AND SERVICES OF THE LORD FAIRFAX HEALTH DEPARTMENT**

This agreement (“Agreement”) for the services to be provided by the Lord Fairfax Health Department and the funding therefore is by and between the Virginia Department of Health (“VDH”) and Clarke County Board of Supervisors (collectively “the Parties”).

The Agreement is created in satisfaction of the requirements of § 32.1-31 of the Code of Virginia (1950), as amended, in order to operate the Lord Fairfax Health Department under the terms of this Agreement.

NOW, THEREFORE, in consideration of the covenants and agreements in this Agreement, the sufficiency of which is acknowledged, the Parties agree as follows.

§ 1. VDH, over the course of one fiscal year, will pay an amount not to exceed \$379,341.00, from the state general fund to support the cooperative budget in accordance with, and dependent upon, 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 \$220,000.00 local matching funds and \$5,000.00 one-hundred percent local funds for a total of \$225,000.00 local funds for this fiscal year.

*LB 12.06.23*

In addition, the Board of Supervisors has approved the Clarke County Health Department to carry forward \$90,370.00 in local matching funds for a total of \$310,370.00 matching funds and an additional \$24,154.00 in one-hundred percent local funds from the prior fiscal year closing locality balance.

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 in Clarke County 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.

§ 2. The term of the agreement begins July 1,2023. This Agreement will be automatically extended on a state fiscal year to year renewal basis under the existing terms and conditions of the Agreement unless timely 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.

§ 3. The Commonwealth of Virginia (“Commonwealth”) and VDH 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 VDH to provide liability insurance coverage shall be limited to and governed by the Commonwealth of Virginia Public Liability Risk Management Plan, established under § 2.2-1837 of the Code of Virginia (1950), as amended. 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 of Virginia (1950), as amended, or under a policy procured by the locality.
- B. The Commonwealth and VDH 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 Commonwealth of Virginia Public Liability Risk Management Plan.

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 (1950), as amended, when performed by a state employee, are herewith expressly exempted 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 Commonwealth of Virginia Public Liability Risk Management Plan , the Attorney General has approved, pursuant to § 2.2-507 of the Code of Virginia (1950), as amended, and the Commonwealth of Virginia Public Liability Risk Management Plan , the legal representation of said employee by the city or county attorney, and, the Board of Supervisors 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 VDH be responsible for providing legal defense or insurance coverage for local government employees.

§ 4. Title to equipment purchased with funds appropriated by the local government and transferred to the Commonwealth, 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.

§ 5. This Agreement may only be amended or otherwise modified by an instrument in writing signed by the Parties.

\_\_\_\_\_  
Robert W. Hicks  
Acting Deputy Commissioner  
Community Health Services  
Virginia Department of Health

\_\_\_\_\_  
Local authorizing officer signature  
  
Chris Boies  
Authorizing officer printed name

\_\_\_\_\_  
Date

Administrator  
Authorizing officer title

\_\_\_\_\_  
Tara Blackley, MA, MPH, MBA  
District Health Director  
Lord Fairfax Health District

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

Approved as to form by the Office of the Attorney General on July 23, 2018

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



LGA-Revised December 2022

CLARKE COUNTY LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(1.)

VIRGINIA DEPARTMENT OF HEALTH  
COMMUNITY HEALTH SERVICES

FIPS: 043

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- <a href="#">32.1-122.03</a> ; State Health Plan Link <a href="#">Virginia Plan for Well-Being 2016-2020</a>			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- <a href="#">32.1-46</a>			X
Sexually transmitted disease screening, diagnosis, treatment, and surveillance 32.1-57, Districts may provide counseling Code Link- <a href="#">32.1-57</a>			X
Surveillance and investigation of disease 32.1-35 and 32.1-39 Code Links- <a href="#">32.1-35</a> , <a href="#">32.1-39</a> , <a href="#">32.1-43</a>			X
HIV/AIDS surveillance, investigation, and sero prevalence survey 32.1-36, 32.1-36.1, 32.1-39 Code Links- <a href="#">32.1-36</a> , <a href="#">32.1-36.1</a> , <a href="#">32.1-39</a>			X
Tuberculosis control screening, diagnosis, treatment, and surveillance 32.1-49, 32.1-50.1, and 32.1-54 Code Links- <a href="#">32.1-49</a> , <a href="#">32.1-50</a> , <a href="#">32.1-50.1</a>			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- <a href="#">32.1-77</a> , 42 U.S.C 300 et seq., and 42 CFR Part 59		X	
Pregnancy testing and counseling Family Planning Population Research Act of 1970, Title X Code Link- <a href="#">32.1-77</a> , 42 U.S.C. 300 et seq., and 42 CFR Part 59		X	

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- <a href="#">32.1-77</a> , <a href="#">32.1-89</a> , <a href="#">32.1-90</a>			
Screening for genetic traits and inborn errors of metabolism, and provision of dietary supplements Code Links- <a href="#">32.1-65</a> , <a href="#">32.1-67</a> , <a href="#">32.1-68</a>			
Well child care up to age 19 Board of Health Code Link- <a href="#">32.1-77</a>			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 42 U.S.C. § 1786; 7 C.F.R. Part 26		X	
EPSDT: DMAS MOA Social Security Act section 1905(r) (5) Code Link- <a href="#">32.1-11</a>			
Blood lead level testing Code Link- <a href="#">32.1-46.1</a> , <a href="#">32.1-46.2</a>			X
Outreach, Patient and Community Health Education Code Link- <a href="#">32.1-11</a> , <a href="#">32.1-11.3</a> ,			X
Community Education Code Link- <a href="#">32.1-11</a> , <a href="#">32.1-23</a>			X
Pre-school Physicals for school entry Code Link- <a href="#">22.1-270</a>			X
Services for Children with Special health care needs Title V, Social Security Act Code Link- <a href="#">32.1-77</a>			X
Child restraints in motor vehicles Code Link- <a href="#">46.2-1095</a> , <a href="#">46.2-1097</a>		X	
Babycare, <b>Child</b> : 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- <a href="#">32.1-77</a>		X	
Babycare, <b>Maternal</b> : 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 42 U.S.C §1786 and 7CFR Part 26		X	

## LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(1.)

VIRGINIA DEPARTMENT OF HEALTH  
COMMUNITY HEALTH SERVICESENVIRONMENTAL HEALTH SERVICES  
BASIC PUBLIC HEALTH SERVICES TO BE **ASSURED** BY LOCAL HEALTH DEPARTMENTS

<p><b>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 and VDH policies. Data regarding the below services shall be entered in, or exported to, the statewide environmental health database for all available data fields. Local health department staff shall be responsible for responding to all complaints, constituent responses, media inquiries, and Freedom of Information Act request related to the following services.</b></p>	
<p><b>Investigation of communicable diseases:</b> 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-<a href="#">32.1-35</a>, <a href="#">32.1-39</a></p>	X
<p><b>Marinas:</b> 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-<a href="#">32.1-246</a></p>	
<p><b>Migrant labor camps:</b> 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-<a href="#">32.1 Chapter 6 Article 6</a></p>	X
<p><b>Milk:</b> Pursuant to §§ 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 departments 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- <a href="#">3.2-5206</a>, <a href="#">3.2-5208</a></p>	
<p><b>Alternative discharging sewage systems:</b> Pursuant to § 32.1-164(A) of the Code of Virginia, local health departments are responsible for issuing, denying and revoking construction and operation permits for alternative discharging systems serving individual family dwellings with flows less than or equal to 1,000 gallons per day on a monthly average. 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 Sewage Treatment Regulations for Individual Family Dwellings (12VAC5-640-10 et seq.). Code Link-<a href="#">32.1-164</a></p>	
<p><b>Onsite sewage systems:</b> Pursuant to § 32.1-163 et seq. of the Code of Virginia, local health department staff is responsible for reviewing and processing site evaluations and designs of onsite sewage systems in accordance with applicable state regulations and may perform such evaluations and designs as allowed. 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 responsible for assuring that onsite sewage systems are inspected at time of construction 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 staff may perform such inspections as required. Local health department staff is also responsible for assuring the performance, operation, and maintenance of onsite sewage systems are in compliance with the SHDR and AOSS Regulations. Code Link-<a href="#">32.1-163</a></p>	X
<p><b>Rabies:</b> 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- <a href="#">3.2-6500</a></p>	X

## LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(1.)

VIRGINIA DEPARTMENT OF HEALTH  
COMMUNITY HEALTH SERVICESENVIRONMENTAL HEALTH SERVICES  
BASIC PUBLIC HEALTH SERVICES TO BE **ASSURED** BY LOCAL HEALTH DEPARTMENTS

<p><b>Restaurants/eating establishments:</b> 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- <a href="#">35.1-14</a></p>	X
<p><b>Hotels/Motels:</b> 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-<a href="#">35.1-13</a></p>	X
<p><b>Wells:</b> Pursuant to § 32.1-176.4, and the resulting authority provided by the Board, 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-<a href="#">32.1-176.4</a></p>	X
<p><b>Homes for adults:</b> 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. (22VAC40-80-160(B)(3))</p>	X
<p><b>Juvenile Justice Institutions:</b> 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-<a href="#">35.1-23</a></p>	X
<p><b>Jail inspections:</b> 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-<a href="#">53.1-68</a></p>	X
<p><b>Daycare centers:</b> At the request of DSS will inspect DSS-permitted daycare centers to evaluate their food safety operations, wastewater disposal and general environmental health conditions. (22VAC40-80-160(B)(3))</p>	X
<p><b>Radon</b> Pursuant to § 32.1-229, local health department may assist VDH Central Office with Radon testing and analysis. Code Link-<a href="#">32.1-229</a>.</p>	X
<p><b>Summer camps/ Campgrounds:</b> Pursuant to §§ 35.1-16 and 35.1-17 of the Code of Virginia and the corresponding regulations, local health departments are responsible for issuing, denying, and revoking 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 Governing Campgrounds (12VAC5-450-10 et seq.). Code Links-<a href="#">35.1-16</a>, <a href="#">35.1-17</a></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	
Pre-Admission Screenings (PAS) DMAS MOA Code Link- <a href="#">32.1-330</a>	X
Comprehensive Services Act Community Policy and Management Teams (CPMT) 2.2-5201-2.2-5211 Code Link- <a href="#">2.2-5201</a> , <a href="#">2.2-5211</a>	X
Interagency Coordinating Council (Infants/Toddlers) Early Intervention Services Code Link- <a href="#">2.2-5305</a> , <a href="#">2.2-5306</a>	
Vital Records Code Link- <a href="#">32.1-254</a> , <a href="#">32.1-255</a> , <a href="#">32.1-272</a>	X
Immunizations for maternity and post-partum patients Code Link- <a href="#">32.1-11</a> , <a href="#">32.1-325</a> , <a href="#">54.1-3408</a> .	X
AIDS Drug Assistance Program (ADAP) Code Link- <a href="#">32.1-11</a> ,	X
Emergency Preparedness and Response Code Link- <a href="#">32.1-42</a> , <a href="#">32.1-43</a> et seq., <a href="#">32.1-229</a> ,	X
HIV Counseling, Testing and Referral Code Link- <a href="#">32.1-37.2</a>	X

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
<b>COMMUNICABLE DISEASE SERVICES</b>			
Foreign Travel Immunizations			X
Other:			
<b>CHILD HEALTH SERVICES</b>			
Disabled disability Waiver Screenings DMAS MOA Code Link- <a href="#">32.1-330</a> Other:			
Other: Community Education			X
Other: EDCD Waiver			X
<b>MATERNAL HEALTH SERVICES</b>	Income A only	Defined by Federal Regulations	All
Other: Community Education			X
<b>FAMILY PLANNING SERVICES</b>	Income A only	Defined by Federal Regulations	All
Nutrition Education		X	
Preventive Health Services		X	
Pre-Conception Health Care		X	
Other: Community Education			X
<b>MEDICAL SERVICES - Please identify services</b>	Income A only	Defined by Federal Regulations	All
Community Education			X
Pharmacy services-Alternate Drug Delivery Site			X
Hypertension screening, referral, and counseling			X
Other			

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

SPECIALTY CLINIC SERVICES - <b>Please identify services</b>	Income A only	Defined by Federal Regulations	All
N/A			
DENTAL HEALTH SERVICES - <b>Please identify services</b>	Income A only	Defined by Federal Regulations	All
WIC Dental Varnish		X	



LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(2.)

VIRGINIA DEPARTMENT OF HEALTH  
COMMUNITY HEALTH SERVICES

PUBLIC HEALTH ENVIRONMENTAL SERVICES PROVIDED  
**UNDER LOCAL ORDINANCE OR CONTRACT**

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
General Environmental	X	Chapter 61,124,137	Animals, Nuisances, and Property Maintenance – Investigate Complaints
Festivals	X	Chapter 86	Reviews to assure adequate sanitation and determine permits required for food service and lodging per Regulations
Building Permit Walkover	X	Code of VA 32.1-165	Safe, Adequate and Proper Review per Code
Local Septic Ordinance	X	Chapter 161	Issue permits per ordinance, which require 100% reserve. Pump and haul and hauler evaluations. License requirements for sewage haulers and septic systems installers.

**Set Public Hearing:  
Solar Power Plant Use and  
Regulations Text Amendment  
(PH2023-13: TA23-04)**

**ZONING ORDINANCE TEXT AMENDMENT (TA-23-04)**

**Solar Power Plant Use and Regulations**

**December 19, 2023 Board of Supervisors Meeting – SET PUBLIC HEARING**

**STAFF REPORT – Department of Planning**

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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.  
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**Description:**

Proposed text amendment to amend the use regulations for “solar power plant” per Section 5.2C (Business Uses) of the Zoning Ordinance. The amendment modifies the location restriction in Use Regulation 1 to state that solar power plants must be located adjacent to and all facilities located within one mile of the electrical substation located at 234 Double Tollgate Road (Tax Map #27A-4-D) or the electrical substation located at 362 Ramsburg Lane (Tax Map #13-A-62A). The term “behind-the-meter” solar is also clarified to include onsite consumption of solar-generated electricity and incidental resale through a net metering program.

**Requested Action:**

Schedule public hearing for the Board’s January meeting (tentatively scheduled for January 16, 2024).

**Background:**

A “solar power plant” is a business use set forth in Zoning Ordinance Section 5.2C and is defined as follows:

*A utility-scale commercial facility with a rated nameplate capacity greater than 100kW (DC), which uses solar energy specifically for the conversion of sunlight into electricity by photovoltaics (a technology that converts light directly into electricity).*

Use Regulation 1 establishes a strict limitation on the location and size of solar power plant sites. All plants that are not part of a “behind-the-meter” program are required to be located adjacent to and all facilities located within one mile of a pre-existing electrical substation of 138kV or higher voltage. There are two substations in the County that meet this specification – the Potomac Edison substation at 234 Double Tollgate Road (Tax Map #27A-4-D) and the Rappahannock Electric Cooperative (REC) substation located at 362 Ramsburg Lane (Tax Map # 13-A 62A).

One solar power plant has been approved since the 2010 adoption of this use and regulations – the 20MW Hecate Energy facility located in Double Tollgate (Phase I 10MW constructed and operational, Phase II 10MW to be constructed). One application for a new solar power plant is currently in process – Horus Virginia I LLC’s proposed 50MW plant located southwest of Berryville. These plant sites meet current requirements by being located or proposed to be located adjacent to these substation properties.

At their July 18, 2023 meeting, the Board of Supervisors voted unanimously on a resolution to initiate consideration of a text amendment that would propose the following changes to the “solar power plant” use and regulations:

1. Prohibit the development of any new solar power plants in the County.
2. Preserve solar power plants in existence or with zoning approval as conforming uses with the ability to expand within one mile of the pre-existing electrical substation which originally qualified the facility for development.
3. Protect the ability of County landowners to use “behind-the-meter” solar power primarily for their own onsite consumption and with incidental resale of excess power to service providers.

The Board adopted this resolution based on concerns that solar developers and some County property owners want the regulations to be relaxed so that solar power plants can be constructed in other parts of the County. Supervisors are also concerned with the potential loss of farmland due to conversion to nonfarm uses.

**Proposed Text Amendment:**

The text amendment accomplishes the Board’s three objectives set forth in the aforementioned resolution.

The Board’s first objective is to prohibit new solar power plant development. As noted previously, Use Regulation 1 strictly limits solar power plants to be located adjacent to and all facilities located within one mile of a 138kV or higher voltage substation. The Potomac Edison substation in Double Tollgate and the REC substation southwest of Berryville are the only two substations that meet this requirement. This current language can be interpreted as allowing new solar power plants in other areas of the County if future 138kV or higher voltage substations are built. Staff has interpreted that in this scenario the substation would have to be approved by special use permit and site development plan, constructed, and be operational before an application for a solar power plant could be filed for review.

To address this scenario and accomplish the Board’s first objective, the description of a qualifying substation in Use Regulation 1 is modified to read as follows:

*If such plant is not part of a “behind-the-meter” **solar** program, then such plant shall be adjacent to and all facilities located within one mile of ~~the a pre-existing~~ **electrical substation sub-station of 138-kV or higher voltage located at 234 Double Tollgate Road (Tax Map #27A-4-D) or the electrical substation located at 362 Ramsburg Lane (13-A-62A).***

The change would strengthen the location restriction by not allowing solar power plants to be developed adjacent to any future substations of 138kV or higher voltage that may be approved and constructed. This would limit development of all future solar power plants to the two existing substations operated by Potomac Edison and REC. This approach also furthers the

Board's second objective of ensuring that existing and approved solar power plants remain conforming rather than nonconforming uses. This includes Hecate Energy's Phase I and Phase II facilities and, if ultimately approved, the Horus Virginia I facility as all would comply with the proposed location restriction.

The text amendment also meets the Board's third objective of protecting the use of "behind-the-meter" solar which is electricity generated from solar panels primarily for onsite use. These systems are referred to "behind-the-meter" because the electricity is generated separately from the metered electricity provided by the electric service provider. Behind-the-meter solar can also include limited resale of excess power generated by the property owner to the electric service provider in exchange for credits, also known as "net metering." To reflect this practice and to further clarify the term, a new definition for behind-the-meter solar is proposed to be added at the end of Use Regulation 1:

***For the purposes of this regulation, "behind-the-meter" solar includes onsite consumption of electricity generated by solar panels and the incidental resale of excess electricity through a net metering program.***

This change would allow County property owners to continue to use solar energy generation and to participate in net metering programs without additional restrictions. Staff notes that behind-the-meter solar systems, whether ground-mounted and/or building-mounted solar arrays, are regulated as building features or accessory structures and are required to meet lot requirements such as building height limitations and setbacks. There are no specific limitations on the size of ground-mounted solar arrays aside from the limits that would be placed on other accessory structures. However the proposed language would require systems to be sized primarily to generate power for onsite use and a lesser or incidental amount of excess power to resell for credit via net metering.

### **Citizen Comments:**

There were five speakers at the Planning Commission's December 1, 2023 public hearing who spoke in opposition to the text amendment:

- **Bob Stieg (Clermont)** – Mr. Stieg opposed the text amendment on grounds that it does not distinguish between solar power plants that remove land from agricultural production from those which do not. He said that consideration was not given to incentivizing agrivoltaics in solar power plant projects.
- **John Bradfield (Durham, NC)** – Owns 400 acres in Clarke County off Route 7 near the Opequon Creek. Mr. Bradfield opposed the text amendment on the following grounds:
  - The County can get greater revenue from solar power plants than from farming.
  - Approval of the County's existing plants and not allowing any new plants is unfair to property owners.
  - Appearance concerns can be addressed through regulations.
  - Harvesting energy from the sun is no different from harvesting crops.

- The text amendment is inconsistent with Virginia law pertaining to the State’s goals to achieve carbon neutrality.
- Rob Propes (Urban Grid) – Mr. Propes represents the company that has been working with the owners of the Audley Farm to develop a solar power plant on that property. He said that they understood that a solar power plant on Audley would be prohibited by current rules. He added that they thought the County would work with Urban Grid to relax regulations if the project was designed to allow agricultural production to continue, to minimize impacts to nearby properties, and if buy-in could be obtained from neighboring property owners. He claimed that “broad support” was being obtained from the community at the time the Board of Supervisors adopted the resolution to initiate the text amendment.
- Selena Smart (Boyce) – Opposed the text amendment on grounds that solar is a better alternative to allowing farms to be developed residentially and supports farmers by allowing them to have options.
- Chris King (400 Blossom Drive, Berryville) – Solar is a “good deal all around” and provides tax dollars to the County that can be invested in new infrastructure. He added that eliminating solar power plants as an option for farmers will only hurt them, and also noted that the Audley project would have zero impact and only benefits for the community,

**Planning Commission Recommendation:**

Following a duly advertised public hearing on December 1, 2023, the Commission voted 8-1-1 (Ohrstrom NAY, Glover absent) to recommend adoption of the text amendment as presented by Staff.

In opposing the text amendment, Chair Ohrstrom said that he thought the Commission should have attempted to draft reasonable regulations to allow well-sited solar power plants. He said that he understands that allowing solar power plants establishes precedent that could make it difficult to turn down future applications and allow plants to be developed throughout the County. He added that he did not think this would ultimately happen.

**Staff Recommendation:**

Staff recommends the Board schedule public hearing for the January meeting (tentatively scheduled for January 16, 2024).

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**History:**

**July 18, 2023.**

**Board of Supervisors voted unanimously to initiate text amendment and forward to Planning Commission for development, public hearings, and formal recommendation to the Board.**

- August 29, 2023.** Placed on the Commission’s Work Session agenda for initial discussion.
- October 3, 2023.** Placed on the Commission’s Work Session agenda for continued discussion.
- November 3, 2023.** Commission voted 9-0-1 (Hunt absent) to schedule public hearing for the Commission’s December 1, 2023 Business meeting.
- December 1, 2023.** Commission voted 8-1-1 (Ohrstrom NAY, Glover absent) to recommend adoption of the text amendment.
- December 19, 2023.** Placed on the Board of Supervisors’ regular meeting agenda to schedule public hearing.

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**Ordinance Amendment Text (changes shown in bold italics with strikethroughs where necessary):**

<b>SOLAR POWER PLANT</b>	
<b>Permitted Use</b>	None
<b>Accessory Use</b>	None
<b>Special Use</b>	AOC

**Definition:**

A utility-scale commercial facility with a rated nameplate capacity greater than 100kW (DC), which uses solar energy specifically for the conversion of sunlight into electricity by photovoltaics (a technology that converts light directly into electricity).

**Use Regulations:**

The following regulations establish minimum requirements and standards for the placement, construction and modification of large photovoltaic solar power plants, while promoting the safe, effective and efficient use of such energy systems.

1. **Location.** If such plant is not part of a “behind-the-meter” *solar* program, then such plant shall be adjacent to and all facilities located within one mile of ~~the a pre-existing~~ electrical ~~substation~~ *sub-station of 138 kV or higher voltage located at 234 Double Tollgate Road (Tax Map #27A-4-D) or the electrical substation located at 362 Ramsburg Lane (13-A-62A).* *For the purposes of this regulation, “behind-the-meter” solar includes onsite consumption of electricity generated by solar panels and the incidental resale of excess electricity through a net metering program.*

# **Clarke County Board of Supervisors**

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## **Update on Fire & EMS Commission**



# Clarke County Board of Supervisors

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**Berryville Voting District**  
**Matthew E. Bass**  
**(540) 955-5175**

**Millwood Voting District**  
**Terri T. Catlett-Vice Chair**  
**(540) 837-2328**

**Russell Voting District**  
**Doug Lawrence**  
**(540) 955-2144**

**Buckmarsh Voting District**  
**David S. Weiss – Chair**  
**(540) 955-2151**

**White Post Voting District**  
**Bev B. McKay**  
**(540) 837-1331**

**County Administrator**  
**Chris Boies**  
**(540) 955-5175**

To: Board of Supervisors

From: Chris Boies

Re: Fire-EMS Commission

Date: December 6, 2023

The Fire-EMS Commission is scheduled to meet on December 14 to discuss the future of the Commission. The recommendation from the Commission will be presented to the Board at your December 19 meeting. If the Board decides to dissolve the Commission, you will need to approve text amendments to Chapter 17 of the Code of Clarke County. I have attached proposed changes that would be necessary. If the Board is ready to move forward with these changes, you will need to authorize a public hearing to be held on January 16. This would be the same evening as the text amendment on solar, should the Board move that item forward.

# Chapter 17 Fire, Emergency Medical Services (EMS), and Emergency Management

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## Chapter 17 Fire, Emergency Medical Services (EMS), and Emergency Management

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[HISTORY: Adopted by the Board of Supervisors of Clarke County 10-21-2014 as Chapter 17 of the 1997 Code as. Amendments noted where applicable.]

### Code of Virginia References

§ 18.2-414.1. Obstructing members of rescue squad in performance of mission; penalty.

§ 27-14. Ordinances as to fire/EMS departments, etc.

§ 27-15.1. Authority of chief or other officer in charge when answering alarm or operating at an emergency incident; penalty for refusal to obey orders.

§ 27-23.6. Provision of fire-fighting or emergency medical services.

§ 44-146.19. Powers and duties of political subdivisions.

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

- A. In order to help ensure the protection of citizens, visitors, and property of Clarke County, the firefighting, emergency medical services (EMS), and emergency management services are organized under a Department of Fire, Emergency Medical Services (EMS), and Emergency Management (“the Department”). These services shall be provided by using both County-employed and volunteer company firefighters and EMS personnel. As such, the County-recognized volunteer fire-fighting and EMS entities shall be deemed an instrumentality of the County and shall receive the full benefit and protections of the law while acting in that capacity.
- B. In order to effectively carry out the provisions of Subsection A of this section, the Department shall be organized to coordinate all fire, EMS, and emergency management and preparedness services within the County.
- C. The Department shall be composed of the County officials and County-employed staff (“the Staff”) of the Department, and the volunteer fire and EMS companies. The volunteer fire and EMS companies are recognized as entities of the Department and are an integral part of the County’s public safety program.

### *§17-2 Appointment of the Chief*

- A. The County Administrator shall appoint the head of the Department, who shall be known as the “Chief”. The Chief shall carry out the responsibilities set forth in §17.5. The Chief shall have no jurisdiction over the internal affairs of the volunteer companies. The Chief

shall report to the County Administrator and the Department Staff shall report to the Chief.

### *§17-3 Emergency Management*

- A. The County Administrator shall serve as the County's Director of Emergency Management. The responsibilities of the Director of Emergency Management may be delegated at the discretion of the County Administrator.
- B. The Chief shall serve as the County's Coordinator of Emergency Management and shall provide general management of the planning, preparation, and response for any disaster which impacts the County and requires implementation of the County's emergency operations plan.

### *§17-4 Responsibilities of the Department*

- A. The Department shall be responsible for coordinating and managing the services and functions as described above in §17-1 and in the sections below.
- B. The Department may employ Staff to perform a variety of functions to support fire, EMS, and emergency management services. These functions include but are not limited to firefighting, emergency medical services/EMT, volunteer recruitment/retention, grant writing, and administrative services. The Chief shall manage and oversee the Staff unless otherwise designated by the County Administrator.

### *§17-5 Responsibilities of the Chief*

- A. The Chief shall carry out the responsibilities and general management of the Department, shall establish and enforce Departmental policies, procedures, and guidelines consistent with this Chapter for the administration and operation of the Department. The Chief's specific responsibilities shall be as assigned by the County Administrator.
- B. The Chief shall have management oversight of the Department's Staff. Management oversight of the volunteer companies and volunteer staff shall be the responsibility of the chiefs of the individual companies and their respective governing boards.
- C. The Chief shall make periodic recommendations to the County Administrator and Board of Supervisors on how to effectively provide the best fire and emergency services available based on risk management principles within the parameters established by the Board for fiscal management and emergency response service level objectives. ~~Any recommendations proposed by the Chief that will have a substantive impact on the County's emergency response system or infrastructure impacting service delivery shall be reviewed by the Fire and EMS Commission prior to presenting the recommendations to the Board of Supervisors. The results of the Commission's review shall also be provided to the Board of Supervisors.~~

D. The Chief shall serve as a senior officer for fire and/or EMS and shall have the authority to take command of an incident on an as-needed basis in the absence of, or directed by, a volunteer chief. The Chief shall possess the skills, training, and certifications necessary to serve as a senior fire officer, senior EMS officer, or both. The Chief shall have the authorities granted by the Code of Virginia §27-15.1, §27-17, and §27-17.1.

~~§17-6 Fire and EMS Commission~~

~~A. The Board of Supervisors shall appoint a Fire and EMS Commission (“the Commission”) to provide planning level oversight of the Fire and EMS systems in the County; to oversee strategic planning efforts; and to provide a mechanism for collaboration and coordination among the Chief, the County Sheriff, volunteer companies, and the Board of Supervisors on issues impacting fire, EMS, and emergency management services.~~

~~B. The Commission shall work in coordination with the Chief on these issues, and the Chief shall provide staff support to the Commission. Membership Composition; Term. The Commission shall consist of eight (8) members including:~~

~~— One (1) member of the Board of Supervisors;~~

~~— The Clarke County Sheriff;~~

~~— 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 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.~~

~~C. Responsibilities of the Commission. The Commission shall have the following specific responsibilities to be completed in cooperation with the Chief:~~

~~1. Develop and maintain a Fire & EMS Strategic Plan.~~

~~2. Annually review the Emergency Operations Plan (EOP) and provide recommendations on changes to the Board of Supervisors.~~

~~3. Review and advise on implementation strategies for policy and protocol changes for Fire & EMS operations.~~

~~4. Provide platform for resolving policy and protocol disputes among the companies, the career staff, and/or with the emergency communications center.~~

- ~~5. Review and provide recommendations on budgetary matters including recommending the use of funding and service agreements.~~
- ~~6. Evaluate compliance with established performance objectives and develop recommendations to address deficiencies.~~
- ~~7. Support and promote annual emergency preparedness exercises.~~
- ~~8. Evaluate other related issues as requested by the Board of Supervisors.~~

~~The Commission shall also review and provide recommendations on any proposals by the Chief that will have a substantive impact on the County's emergency response system or infrastructure impacting service delivery.~~

### *§17-7 Recognition of Providers of Fire and Emergency Services*

- A. Volunteer organizations. The following volunteer organizations are hereby recognized as entities of the Clarke County Department of Fire, Emergency Medical Services (EMS), and Emergency Management and are hereby permitted to provide fire and EMS services in Clarke County:
  1. John H. Enders Fire Company and Rescue Squad
  2. Boyce Volunteer Fire Company
  3. Blue Ridge Volunteer Fire and Rescue Company 8
- B. Other organizations and groups. The following organizations and groups are hereby recognized as non-jurisdictional entities that are hereby permitted to provide fire and EMS services in Clarke County:
  1. Mount Weather Emergency Operations Center.
  2. Entities responding to Clarke County emergencies in accordance with mutual aid agreements.
- C. Response areas. Each of the organizations listed in §17-7(A) shall be assigned response areas that provide the best services to the citizens of the County. Response areas shall be determined among the volunteer companies and a written copy of the response areas shall be provided to the Chief, who shall maintain the copy and make it available to the Emergency Communications Center, ~~Commission~~, and the general public. Response areas may be reviewed and updated periodically. Non-jurisdictional entities listed in §17-7(B) may be assigned a response area if determined to be appropriate by the volunteer companies.

### *§17-8 Entities of County Fire and EMS Department*

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

- B. Each volunteer organization listed in §17-7(A) shall appoint a chief who shall be responsible for the overall direction and control of fire and EMS activities using federally-mandated NIMS protocols within the organization's respective first due response areas. Additionally, the chief shall ensure that the organization complies with all of the provisions of applicable laws, ordinances, and standard operating procedures/guidelines in coordination with the Department and shall advise and communicate the organization's operations and activities with the Chief.
- C. The fire and EMS Staff, when responding to calls, shall follow all applicable federal, state, and local regulations and will function under the same standards incorporating NIMS as noted in subsection B above.

*§17-9 Personnel Responsibility and Authority*

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

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

Every person present at the scene of any fire, medical, or rescue emergency shall be obedient to the orders of the senior officer in charge in any matter related to fire/medical/rescue matters; freedom of fire and EMS company, personnel, and apparatus to perform their duties or to function properly; and the maintenance of order at or near the scene of the emergency.

It shall be unlawful for any person to disobey any such order of the senior officer in charge.

The senior officer in charge shall have the authority to cause the arrest of persons who disobey such orders and to hold them in custody until the incident or danger is abated, at which time the violator shall be dealt with according to law.

*§17-11 Service fee for ambulance transport*

Code of Virginia References (§18.2-414.1; §27-14; 15.1; and 23.6; §44-146.19; §32.1-111.14; §38.2-3407.9)

*A. Purpose.* A service fee is hereby established for basic life support transport (BLS), advanced life support level 1 transport (ALS 1), advanced life support level 2 transport (ALS 2), and for ground transportation mileage on each person being transported by an emergency services organization that is authorized to provide emergency medical services in accordance with this Chapter.

*B. Definitions.* As used in this article, the following terms shall have the meanings indicated:

1. Advanced life support level 1 (ALS 1) – Medical treatment or procedures provided to a patient beyond the training of an EMT-Basic as defined by the National Emergency Medicine Services (EMS) Education and Practice Blueprint for the Emergency Medical Technician – Basic (EMT-Basic), but not ALS 2.
2. Advanced life support level 2 (ALS 2) – Advanced life support services provided to a patient, including one or more of the following medical procedures:
  - a. Defibrillation/cardioversion
  - b. Endotracheal intubation
  - c. Cardiac pacing
  - d. Chest decompression
  - e. Intraosseous line
  - f. Administration of three or more medications

*C. Fee Schedule.* The schedule of fees for emergency ambulance transport services shall be set by resolution of the



Clarke County Board of Supervisors and may be updated from time to time.

*D. Billing.*

1. Clarke County or its agent shall generate a bill for ambulance transports whose point of origin is within the boundaries of Clarke County. Billing, payment, and collection policies shall be established by resolution of the Board of Supervisors.
2. Clarke County may contract with a third-party that shall be designated as the County's agent for billing and related services.
3. Emergency medical services organizations shall submit information required for the County or its agent to generate a bill for such services including but not limited to call sheets/patient care reports. Due to the fact that patient care information is highly confidential under several state and Federal laws, such information will remain the responsibility of the organization responding to individual calls. Information shared under this subsection shall be that information reasonably necessary to accomplish the billing process or other arrangement as mutually agreed to by the providing agency and the County.

## Amendments Chapter 17

2014-10-21

Chapter 17 Added CC-2014-3

2015-01-20

Chapter 17 Fire, Emergency Medical Services (EMS), and Emergency Management, Department Of, Amendment to establish a service fee for ambulance transport. CC-2015-01

2016-09-20

Chapter 17 §17-6 Fire and EMS Commission B. Membership Composition

2023-09-19

Change "Director" to "Chief" and clarify EOP roles.



## Personnel Committee Items

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

December 11, 2023, 9:30 am

<i>Item</i>	<i>Description</i>
A.	<p>Expiration of Term for Appointments Expiring through February 2024</p> <p>2023-12-11 Summary: Following review, the Personnel Committee recommends the following:</p> <ul style="list-style-type: none"><li>– Appoint Anne Cushman to replace Margaret Legard on the Board of Social Services for a four-year term that will expire December 31, 2027.</li><li>– Reappoint Barbara Byrd to the Board of Social Services for a four-year term that will expire December 31, 2027.</li><li>– Reappoint Chris Bates as the parent representative to the Community Policy &amp; Management Team for a three-year term that will expire December 31, 2026.</li><li>– Reappoint Christy Dunkle as the Town of Berryville representative to the Economic Development Advisory Committee for a four-year term that will expire December 31, 2027.</li><li>– Reappoint Lisa Goshen to the Northwestern Community Services Board for a three-year term expiring December 31, 2026.</li><li>– Appoint Sheriff-Elect Travis Sumption to the Northwestern Regional Jail Authority for a four-year term that will expire December 31, 2027.</li><li>– Reappoint Chris Boies to the Northwestern Regional Jail Authority for a one-year term that will expire on December 31, 2024.</li><li>– Reappoint Susan Merriman to the Parks &amp; Recreation Advisory Board for a four-year term that will expire December 31, 2027.</li><li>– Reappoint Tom Elliston to the Parks &amp; Recreation Advisory Board for a four-year term that will expire December 31, 2027.</li><li>– Reappoint Emily Rhodes to the Parks &amp; Recreation Advisory Board for a four-year term that will expire December 31, 2027.</li><li>– Reappoint Berkeley Reynolds as the Town of Boyce representative to the Parks &amp; Recreation Advisory Board for a four-year term that will expire December 31, 2027.</li><li>– Reappoint Cathy Seal as alternate to the Shenandoah Valley Chief Local Elected Officials Consortium for a four-year term that will expire December 31, 2027.</li></ul>

# Appointments by Expiration Through February 2024

*Appt Date   Exp Date   Orig Appt Date:*

*August 2021*

Fire & EMS Commission 1 Yr

Beatty	David	Blue Ridge VFRC Rep	7/21/2020	8/31/2021	12/17/2019
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The Commission shall consist of eight (8) members including:  
 -1 member of the Board of Supervisors; The Clarke County Sheff; 1 representative from each of the volunteer fire and EMS companies; 3 citizens-at-large representing consumers of fire and EMS services. The 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 3 citizens-at-large shall be appointed for 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

*August 2023*

Fire & EMS Commission 4 Yr

Buckley	Randy	Citizen-at-Large	10/15/2019	8/31/2023	10/15/2019
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The Commission shall consist of eight (8) members including:  
 -1 member of the Board of Supervisors; The Clarke County Sheff; 1 representative from each of the volunteer fire and EMS companies; 3 citizens-at-large representing consumers of fire and EMS services. The 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 3 citizens-at-large shall be appointed for 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

1 Yr

Armocost, Jr.	Van	John H. Enders VFRC Rep	9/20/2022	8/31/2023	8/17/2021
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The Commission shall consist of eight (8) members including:  
 -1 member of the Board of Supervisors; The Clarke County Sheff; 1 representative from each of the volunteer fire and EMS companies; 3 citizens-at-large representing consumers of fire and EMS services. The 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 3 citizens-at-large shall be appointed for 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

Conrad	Bryan H.	Boyce VFRC Rep	9/20/2022	8/31/2023	8/17/2021
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The Commission shall consist of eight (8) members including:  
 -1 member of the Board of Supervisors; The Clarke County Sheff; 1 representative from each of the volunteer fire and EMS companies; 3 citizens-at-large representing consumers of fire and EMS services. The 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 3 citizens-at-large shall be appointed for 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

*October 2023*

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			<i>Appt Date</i>	<i>Exp Date</i>	<i>Orig Appt Date:</i>
Fire & EMS Commission			4 Yr		
Harrison	Diane	Citizen-at-large	8/17/2021	10/12/2023	6/20/2017

The Commission shall consist of eight (8) members including:  
 -1 member of the Board of Supervisors; The Clarke County Sheff; 1 representative from each of the volunteer fire and EMS companies; 3 citizens-at-large representing consumers of fire and EMS services. The 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 3 citizens-at-large shall be appointed for 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

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*November 2023*

Economic Development Advisory Committee			4 Yr		
Dodson	Reid	Russell District	11/23/2021	11/13/2023	6/15/2021

Members of the committee should include one or more people from all key government and business groups such as planning commission, board of supervisors, school board, industrial development authority, town of Berryville, chamber of commerce, and key business sectors such as agriculture, banking, realty, light industry, retail and tourism. Membership not limited. 4 year term.

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*December 2023*

Board of Social Services			4 Yr		
Legard	Margaret	Berryville District	1/1/2019	12/31/2023	12/17/2019

Appointed by BOS; 2 Term Limit - eligible for reappointment 2 years after expiration of second term; 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.

Byrd	Barbara J.	Russell District	1/1/2020	12/31/2023	12/17/2019
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Appointed by BOS; 2 Term Limit - eligible for reappointment 2 years after expiration of second term; 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.

Community Policy and Management Team			3 Yr		
Bates	Chris	Parent Representative	9/19/2023	12/31/2023	9/19/2023

2.2-5205 shall include, at a minimum, at least one elected official or appointed official or his designee from the governing body of a locality that is a member of the team, & the local agency heads or their designees of the following community agencies: community services board established pursuant to § 37.2-501, juvenile court services unit, dept of health, dss, & the local school div. The team shall also include a rep of a private org or assoc of providers for children's or family services if such organizations or associations are located within the locality, & a parent representative. Parent representatives who are employed by a public or private program that receives funds pursuant to this chapter or agencies represented on a community policy and management team may serve as a parent representative provided that they do not, as a part of their employment, interact directly on a regular and daily basis with children or supervise employees who interact directly on a daily basis with children. Notwithstanding this provision, foster parents may serve as parent representatives. Those persons appointed to represent community agencies shall be authorized to make policy and funding decisions for their agencies. COI - Parent & Private - SOEI file at time of original appointment only

Economic Development Advisory Committee			4 Yr		
Dunkle	Christy	Town of Berryville Representative	2/18/2020	12/31/2023	8/19/2003

Members of the committee should include one or more people from all key government and business groups such as planning commission, board of supervisors, school board, industrial development authority, town of Berryville, chamber of commerce, and key business sectors such as agriculture, banking, realty, light industry, retail and tourism. Membership not limited. 4 year term.

			<i>Appt Date</i>	<i>Exp Date</i>	<i>Orig Appt Date:</i>
Fire & EMS Commission			4 Yr		
Roper	Anthony	Sheriff	1/1/2020	12/31/2023	8/19/2014
<p>The Commission shall consist of eight (8) members including:            -1 member of the Board of Supervisors; The Clarke County Sheff; 1 representative from each of the volunteer fire and EMS companies; 3 citizens-at-large representing consumers of fire and EMS services. The 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 3 citizens-at-large shall be appointed for 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</p>					

Historic Preservation Commission					
Glover	Robert	Planning Commission Representative	12/13/2021	12/31/2023	12/13/2021
<p>Section 3-E-3-d Zoning Ord "shall consist of at least 5 members not to exceed 7 members; Members shall be residents of Clarke County with a demonstrated interest in and knowledge of the historic character of Clarke County. Reasonable effort to appoint at least 2 members with professional training or equivalent experience in 1 or more of the following: architecture, architectural history, historic preservation, archeology, land use planning, or related fields. Reasonable effort to appoint at least 1 member that is a professional architect or architectural historian. At least 1 member shall be appointed from the Planning Commission upon recommendation to the Board by the Planning Commission. After the establishment of an Historic District, at least 1 member shall be a resident of a local Historic District."</p>					

Northwestern Community Services Board			3 Yr		
Bodkin	Linda	Buckmarsh District	1/1/2022	12/1/2023	10/19/2021
2 Clarke County Members; 3 Term Limit [AKA Chapter 10 Board; 37.2-501(A)]					
Goshen	Lisa	Millwood District	9/21/2021	12/31/2023	9/21/2021
2 Clarke County Members; 3 Term Limit [AKA Chapter 10 Board; 37.2-501(A)]					

Northwestern Regional Jail Authority			4 Yr		
Roper	Anthony	Sheriff	1/1/2020	12/31/2023	1/1/2004
3 Clarke County Members; Sheriff - required appointment - concurrent with term of office; May appoint alternates					
			1 Yr		
Boies	Chris	BoS - Appointed Member	11/22/2022	12/31/2023	12/17/2019
3 Clarke County Members; Sheriff - required appointment - concurrent with term of office; May appoint alternates					

Parks & Recreation Advisory Board			4 Yr		
Merriman	Susan	White Post District	8/17/2021	12/31/2023	8/17/2021
<p>There shall be nine (9) voting members on the Advisory Board. Six (6) members shall be appointed by the Board of Supervisors to represent the five (5) voting districts and one (1) at large. The Superintendent of Schools or the Superintendent's designee shall serve on the Advisory Board. The Town Councils for Berryville and Boyce shall each appoint a representative to serve on the Advisory Board. The Board of Supervisors shall also designate one (1) member of the Board of Supervisors to serve as a non-voting liaison to the Advisory Board. All terms, except the student representatives, shall be staggered and the initial terms shall be established by random lot. All terms subsequent to the initial terms shall be (4) years.</p>					

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*Appt Date   Exp Date   Orig Appt Date:*

**Parks & Recreation Advisory Board** 4 Yr

Huff                      Ronnie                      Town of Berryville Representative                      2/18/2020                      12/31/2023

There shall be nine (9) voting members on the Advisory Board. Six (6) members shall be appointed by the Board of Supervisors to represent the five (5) voting districts and one (1) at large. The Superintendent of Schools or the Superintendent's designee shall serve on the Advisory Board. The Town Councils for Berryville and Boyce shall each appoint a representative to serve on the Advisory Board. The Board of Supervisors shall also designate one (1) member of the Board of Supervisors to serve as a non-voting liaison to the Advisory Board. All terms, except the student representatives, shall be staggered and the initial terms shall be established by random lot. All terms subsequent to the initial terms shall be (4) years.

Elliston                      Tom                      Russell District                      10/18/2022                      12/31/2023                      10/18/2022

There shall be nine (9) voting members on the Advisory Board. Six (6) members shall be appointed by the Board of Supervisors to represent the five (5) voting districts and one (1) at large. The Superintendent of Schools or the Superintendent's designee shall serve on the Advisory Board. The Town Councils for Berryville and Boyce shall each appoint a representative to serve on the Advisory Board. The Board of Supervisors shall also designate one (1) member of the Board of Supervisors to serve as a non-voting liaison to the Advisory Board. All terms, except the student representatives, shall be staggered and the initial terms shall be established by random lot. All terms subsequent to the initial terms shall be (4) years.

Rhodes                      Emily                      Buckmarsh District                      12/17/2019                      12/31/2023                      2/21/2012

There shall be nine (9) voting members on the Advisory Board. Six (6) members shall be appointed by the Board of Supervisors to represent the five (5) voting districts and one (1) at large. The Superintendent of Schools or the Superintendent's designee shall serve on the Advisory Board. The Town Councils for Berryville and Boyce shall each appoint a representative to serve on the Advisory Board. The Board of Supervisors shall also designate one (1) member of the Board of Supervisors to serve as a non-voting liaison to the Advisory Board. All terms, except the student representatives, shall be staggered and the initial terms shall be established by random lot. All terms subsequent to the initial terms shall be (4) years.

Reynolds                      Berkeley                      Appointed by Town of Boyce                      8/15/2023                      12/31/2023                      8/15/2023

There shall be nine (9) voting members on the Advisory Board. Six (6) members shall be appointed by the Board of Supervisors to represent the five (5) voting districts and one (1) at large. The Superintendent of Schools or the Superintendent's designee shall serve on the Advisory Board. The Town Councils for Berryville and Boyce shall each appoint a representative to serve on the Advisory Board. The Board of Supervisors shall also designate one (1) member of the Board of Supervisors to serve as a non-voting liaison to the Advisory Board. All terms, except the student representatives, shall be staggered and the initial terms shall be established by random lot. All terms subsequent to the initial terms shall be (4) years.

**Shenandoah Valley Chief Local Elected Officials Consortium**

Seal                      Cathy                      Alternate                      2/18/2020                      12/31/2023                      2/18/2020

The voting members of the consortium shall be the chief local elected official of each jurisdiction that is a party to the agreement or that official's duly appointed designee. The Chair of the SVWIB, or the Chair's duly appointed designee, shall serve as a voting member of the Consortium. The term of office for a Consortium member or designee shall coincide with the member's term as chief elected official for the member jurisdiction

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*January 2024*

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			<i>Appt Date</i>	<i>Exp Date</i>	<i>Orig Appt Date:</i>
Board of Septic & Well Appeals			1 Yr		
Staelin	John	Planning Commission Citizen Alternate	1/17/2023	1/31/2024	11/22/2022

1 Staff Rep; 12/21/2021 - Updated Chapter § 143-15. 1. Appeals of administrative interpretations of this article, and applications for variances, shall be heard by a Board of Septic and Well Appeals ("The Board"). 2. The Board of Septic and Well Appeals shall consist of three members: a.) a member of the Board of Supervisors, with any other member of the Board designated as his/her alternate. b.) a member of the of Planning Commission with any other member of the Planning Commission designated as his/her alternate, and c.) a member of the public, who is a resident of the county with a member 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 Representative	1/17/2023	1/31/2024	1/10/2014
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1 Staff Rep; 12/21/2021 - Updated Chapter § 143-15. 1. Appeals of administrative interpretations of this article, and applications for variances, shall be heard by a Board of Septic and Well Appeals ("The Board"). 2. The Board of Septic and Well Appeals shall consist of three members: a.) a member of the Board of Supervisors, with any other member of the Board designated as his/her alternate. b.) a member of the of Planning Commission with any other member of the Planning Commission designated as his/her alternate, and c.) a member of the public, who is a resident of the county with a member 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.

			1 yr		
Buckley	Randy	White Post District; Planning Commission Alternate, Vice-Chair	1/17/2023	1/31/2024	1/3/2018

1 Staff Rep; 12/21/2021 - Updated Chapter § 143-15. 1. Appeals of administrative interpretations of this article, and applications for variances, shall be heard by a Board of Septic and Well Appeals ("The Board"). 2. The Board of Septic and Well Appeals shall consist of three members: a.) a member of the Board of Supervisors, with any other member of the Board designated as his/her alternate. b.) a member of the of Planning Commission with any other member of the Planning Commission designated as his/her alternate, and c.) a member of the public, who is a resident of the county with a member 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.

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*February 2024*

Board of Septic & Well Appeals			4 Yr		
Irwin	Jenny	Citizen Representative	3/21/2023	2/15/2024	3/21/2023

1 Staff Rep; 12/21/2021 - Updated Chapter § 143-15. 1. Appeals of administrative interpretations of this article, and applications for variances, shall be heard by a Board of Septic and Well Appeals ("The Board"). 2. The Board of Septic and Well Appeals shall consist of three members: a.) a member of the Board of Supervisors, with any other member of the Board designated as his/her alternate. b.) a member of the of Planning Commission with any other member of the Planning Commission designated as his/her alternate, and c.) a member of the public, who is a resident of the county with a member 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.

Board of Zoning Appeals			5 Yr		
Volk	Laurie	White Post District	7/15/2019	2/15/2024	2/17/2004

Appointed by Circuit Court; BOS letter of recommendation to Clerk. Oath of Office Required - Clerk of Circuit Court; 5 total members: 1 member may be on the Planning Commission Pg 1114 Supv Manual; other 4 have been generally 1 from each magisterial district, although not required.; Section 7-A-1 of the Zoning Ord states: "The Board shall consist of 5 residents of Clarke Co. Members of the Board shall hold no other public office in the locality except that 1 may be a member of the Clarke Co Planning Commission."

			<i>Appt Date</i>	<i>Exp Date</i>	<i>Orig Appt Date:</i>
Board of Zoning Appeals			5 Yr		
Borel	Alain F.	White Post District	4/1/2019	2/15/2024	3/21/2000

Appointed by Circuit Court; BOS letter of recommendation to Clerk. Oath of Office Required - Clerk of Circuit Court; 5 total members: 1 member may be on the Planning Commission Pg 1114 Supv Manual; other 4 have been generally 1 from each magisterial district, although not required.; Section 7-A-1 of the Zoning Ord states: "The Board shall consist of 5 residents of Clarke Co. Members of the Board shall hold no other public office in the locality except that 1 may be a member of the Clarke Co Planning Commission."

Shenk	Philip	Alternate	6/15/2021	2/15/2024	6/15/2021
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Appointed by Circuit Court; BOS letter of recommendation to Clerk. Oath of Office Required - Clerk of Circuit Court; 5 total members: 1 member may be on the Planning Commission Pg 1114 Supv Manual; other 4 have been generally 1 from each magisterial district, although not required.; Section 7-A-1 of the Zoning Ord states: "The Board shall consist of 5 residents of Clarke Co. Members of the Board shall hold no other public office in the locality except that 1 may be a member of the Clarke Co Planning Commission."

Clarke County Sanitary Authority			4 Yr		
Coffelt	Lee	Town of Boyce	7/19/2022	2/15/2024	7/19/2022

The board of the Authority shall be appointed by the BOS and shall be composed of 5 members, 1 of whom shall be a resident of the Town of Boyce, each for a term of 4 years and until his successor is appointed and qualifies except appointments to fill vacancies, which shall be for the remainder of such un-expired term. The Town may submit a nominee or nominees to the BOS for its consideration in making the appointment of the Boyce resident member. From VA Code 15.2-5113 D) Alternate board members may also be selected. Such alternates shall be selected in the same manner and shall have the same qualifications as the board members except that an alternate for an elected board member need not be an elected official. Oath of Office Required.





# Information Data Sheet for Clarke County Board of Supervisors Appointees

Applicant/Appointee: Please complete the following information and return to Clarke County Administration, 101 Chalmers Court, Suite B, Berryville, VA 22611; or Fax 540-955-5180; or Email info@clarkecounty.gov

Name: Justin Sheppard Date: 11/08/2023

Address: 341 Hermitage Blvd Home Phone: [REDACTED]

Berryville, VA 22611 Office Phone: \_\_\_\_\_

Email: [REDACTED] Fax No.: \_\_\_\_\_

Employer: WE Bowers Inc. Occupation: Project Executive

Board/Committee of Interest: Berryville Area Development Authority

Qualifications for Appointment: Bachelors degree Construction Management  
Class A residential and commercial general contractor license, VA realtor  
20 years working in the construction industry

Current Civic / Community Activities including membership on boards, commissions, etc. in this or other jurisdictions: I am active in community youth sports, coaching youth soccer.

Will You Be Able to Attend the Regularly Scheduled Meetings?  Yes  No

Do You Foresee Any Possible Conflicts of Interest that Might Arise By Your Serving on this Committee?  Yes  No

If Yes, please explain: \_\_\_\_\_

### Additional Information or Comments:

I have 4 children and want to participate in ways that are beneficial to the community and to their future here in Clarke County.

I would like to use my construction industry and management experience to help Clarke County and the town of Berryville anyway I can.

# Clarke County Public Body Listing

			<i>Appt Date</i>	<i>Exp Date</i>
<i>Agricultural &amp; Forestal District Advisory Committee</i>				
Childs	Corey	Landowner	7/20/2021	7/15/2027
Conrad	Sam	Landowner/Producer	8/17/2021	7/15/2027
Day	Emily	Landowner/Producer	7/20/2021	7/15/2027
Dorsey	Tupper	Landowner/Producer	8/17/2021	7/15/2027
Hartsook	Shawna	Landowner/Producer	8/17/2021	7/15/2027
McKay	Beverly B.	BoS - Appointed Member	8/17/2021	7/15/2027
Peake	Donna	Commissioner of the Revenue	8/17/2021	7/15/2027
Shenk	Philip	Landowner/Producer	8/17/2021	7/15/2027
Simmons	Tait	Landowner	8/17/2021	7/15/2027
<i>Barns of Rose Hill Board of Directors</i>				
Cook	Peter		11/23/2021	12/31/2024
<i>BCCGC Joint Building Committee</i>				
Arnold, Jr.	Harry Lee	Berryville Town Council Representative	1/11/2018	
Boies	Chris	County Administrator	12/2/2019	
Dalton	Keith	Berryville Town Manager		
Marsten	Catherine	Clerk	1/1/2022	
McKay	Beverly B.	BoS - Appointed Member	1/17/2023	12/31/2023
<i>Berryville Area Development Authority</i>				
Ohrstrom, II	George	Russell District	12/13/2021	3/31/2025
Smart	Kathy	White Post District	3/21/2023	3/31/2026
Weiss	David S.	Buckmarsh/Blue Ridge District	4/19/2022	3/31/2025
<i>Berryville/Clarke County Joint Committee for Economic Development and Tourism</i>				
Arnold, Jr.	Harry Lee	BTC - Appointed Member		
Boies	Chris	Staff Representative - County Administrator	12/2/2019	
Brown	Michelle	Staff Representative - Director of Economic Development	7/10/2023	
Dalton	Keith	Staff Representative - Town Manager		
Dunkle	Christy	Staff Representative - Town - Alternate		
Ford	Indea	Clerk	11/7/2022	
Harrison	Diane	BTC - Appointed Member		
Lawrence	Doug	BoS - Appointed Member	1/17/2023	12/31/2023
Weiss	David S.	BoS - Appointed Member	1/17/2023	12/31/2023
<i>Board of Septic &amp; Well Appeals</i>				
Bass	Matthew	BoS - Appointed Member	1/17/2023	12/31/2023

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			<i>Appt Date</i>	<i>Exp Date</i>
Buckley	Randy	White Post District; Planning Commission Alternate, Vice-Chair	1/17/2023	1/31/2024
Camp	Jeremy	Staff Representative		
Irwin	Jenny	Citizen Representative	3/21/2023	2/15/2024
McKay	Beverly B.	BoS - Alternate	1/17/2023	12/31/2023
Ohrstrom, II	George	Russell District; Planning Commission Chair Representative	1/17/2023	1/31/2024
Staelin	John	Planning Commission Citizen Alternate	1/17/2023	1/31/2024

*Board of Social Services*

Byrd	Barbara J.	Russell District	1/1/2020	12/31/2023
Dabinett	Laura	Russell District	6/21/2022	7/15/2026
Dodson	Gerald	Berryville District	6/16/2020	7/15/2024
Lawrence	Doug	BoS - Appointed Member	1/18/2023	12/31/2023
Legard	Margaret	Berryville District	1/1/2019	12/31/2023
Parker	Jennifer	Staff Representative		
Smith	James	Berryville District	6/15/2021	7/15/2025
York	Robert	White Post District	6/21/2022	7/15/2026

*Board of Supervisors*

Bass	Matthew	Berryville District	11/3/2020	12/31/2023
Boies	Chris	Clerk	12/2/2019	
Catlett	Terri T.	Millwood/Pinegrove Districts, Vice Chair	1/1/2020	12/31/2023
Lawrence	Doug	Russell District	1/1/2020	12/31/2023
McKay	Beverly B.	White Post District	1/1/2020	12/31/2023
Weiss	David S.	Buckmarsh/Blue Ridge Districts; Chair	1/1/2020	12/31/2023

*Board of Supervisors Finance Committee*

Catlett	Terri T.	BoS - Appointed Member	1/17/2023	12/31/2023
McKay	Beverly B.	BoS - Alternate	1/17/2023	12/31/2023
Weiss	David S.	BoS - Appointed Member	1/17/2023	12/31/2023

*Board of Supervisors Personnel Committee*

Catlett	Terri T.	BOS - Alternate	1/17/2023	12/31/2023
McKay	Beverly B.	BoS - Appointed Member	1/17/2023	12/31/2023
Weiss	David S.	BoS - Appointed Member	1/17/2023	12/31/2023

*Board of Zoning Appeals*

Borel	Alain F.	White Post District	4/1/2019	2/15/2024
Brumback	Clay	White Post District	1/17/2023	2/15/2028
Camp	Jeremy	Staff Representative		
Means	Howard	White Post District	1/19/2021	2/15/2026
Shenk	Philip	Alternate	6/15/2021	2/15/2024
Staelin	John	Millwood District	12/5/2022	2/15/2025

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			<i>Appt Date</i>	<i>Exp Date</i>
Volk	Laurie	White Post District	7/15/2019	2/15/2024
<i>Broadband Implementation Committee</i>				
Dunning	Buster	White Post District	5/17/2022	6/30/2024
Houck	William	Citizen Representative	5/17/2022	6/30/2024
Lawrence	Doug	Russell District	1/17/2023	12/31/2023
McKay	Beverly B.	White Post District	1/17/2023	12/31/2023
<i>Building and Grounds</i>				
McKay	Beverly B.	BoS - Appointed Member	1/17/2023	12/31/2023
Weiss	David S.	BoS - Alternate	1/18/2022	12/31/2022
<i>Career and Technical Education Advisory Committee</i>				
Catlett	Terri T.	BoS - Appointed Member	1/17/2023	12/31/2023
<i>Clarke County Sanitary Authority</i>				
Armbrust	Wayne	White Post District; Vice Chair	11/17/2020	6/30/2024
Bauhan	Tom	White Post District; Sec/Treasurer	12/13/2021	1/5/2026
Bennett	Brenda	Assistant Treasurer	1/17/2023	
Coffelt	Lee	Town of Boyce	7/19/2022	2/15/2024
Conrad	Bryan H.	White Post District	1/17/2023	1/5/2025
DeArment	Roderick	White Post District; Chair	12/15/2020	1/5/2025
McKay	Beverly B.	BoS - Liaison	1/17/2023	12/31/2023
Meredith	Mary	Staff Representative	1/2/2018	
<i>Community Policy and Management Team</i>				
Acker	Denise	Northwestern Community Services	11/23/2021	12/31/2024
Bates	Chris	Parent Representative	9/19/2023	12/31/2023
Catlett	Terri T.	BoS - Appointed Member	1/17/2023	12/31/2023
Greene	Colin	Alternate - VDH Representative	11/23/2021	12/31/2024
Mair	Tavan	Private Provider - Connected Communities, Inc.	11/22/2022	12/31/2025
Moore	Frank	CCPS Representative	12/20/2022	12/31/2025
Parker	Jennifer	Director Clarke County DSS	1/19/2021	12/31/2022
Shirley	Leea	VDH Representative	11/23/2021	12/31/2024
<i>Conservation Easement Authority</i>				
Bacon	Rives	White Post District	11/22/2022	12/31/2025
Buckley	Randy	White Post District	11/22/2022	12/31/2025
Hedlund	John	Berryville District	3/15/2022	12/31/2024
Jones	Michelle	Millwood / Pine Grove District	11/22/2022	12/31/2025
McKay	Beverly B.	BoS - Appointed Member	1/17/2023	12/31/2023
Ohrstrom, II	George	Russell District; Planning Commission Representative	3/21/2023	4/30/2026

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			<i>Appt Date</i>	<i>Exp Date</i>
Thomas	Walker	Buckmarsh District	11/23/2021	12/31/2024
<i>Constitutional Officer</i>				
Keeler	Sharon	Treasurer	1/1/2020	12/31/2023
Peake	Donna	Commissioner of the Revenue	1/1/2020	12/31/2023
Roper	Anthony	Sheriff	1/1/2020	12/31/2023
Wilkerson	April	Clerk of the Circuit Court	11/3/2020	12/31/2023
Williams	Anne	Commonwealth Attorney	1/1/2020	12/31/2023
<i>County Administrator</i>				
Boies	Chris	County Administrator	12/2/2019	
<i>Director of Economic Development</i>				
Brown	Michelle	Director of Economic Development	7/10/2023	
<i>Economic Development Advisory Committee</i>				
Borel	Christian	White Post District	7/18/2023	12/31/2026
Brown	Michelle	Director of Economic Development	7/10/2023	
Dodson	Reid	Russell District	11/23/2021	11/13/2023
Dunkle	Christy	Town of Berryville Representative	2/18/2020	12/31/2023
Ford	Indea	Clerk	11/7/2022	
Gribble	Mark	Buckmarsh District	11/22/2022	12/31/2026
Kraybill	Christina	Berryville District, Business Owner	9/20/2022	12/31/2025
McKay	Beverly B.	BoS - Appointed Member	1/17/2023	12/31/2023
Milleson	John R.	Banking, Finance	11/22/2022	12/31/2026
Pritchard	Betsy	Hospitality Industry, agriculture	7/21/2020	8/31/2024
<i>Fire &amp; EMS Commission</i>				
Armacost, Jr.	Van	John H. Enders VFRC Rep	9/20/2022	8/31/2023
Beatty	David	Blue Ridge VFRC Rep	7/21/2020	8/31/2021
Buckley	Randy	Citizen-at-Large	10/15/2019	8/31/2023
Conrad	Bryan H.	Boyce VFRC Rep	9/20/2022	8/31/2023
Crawford	Michael	John H. Enders VFRC Alternate	10/19/2021	
Harrison	Diane	Citizen-at-large	8/17/2021	10/12/2023
Lawrence	Doug	BoS - Alternate	1/17/2023	12/31/2023
Loker	Randall	Citizen-at-large	7/21/2020	8/31/2024
Radford	Melanie	Staff Representative	10/19/2021	
Roper	Anthony	Sheriff	1/1/2020	12/31/2023
Weiss	David S.	BoS - Representative	1/17/2023	12/31/2023
<i>Handley Regional Library Board</i>				
Bacon	Rives		10/19/2021	11/30/2025
<i>Historic Preservation Commission</i>				

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			<i>Appt Date</i>	<i>Exp Date</i>
Al-Khalili	Adeela	Buckmarsh District	6/1/2022	5/31/2026
Arnett	Betsy	White Post District	4/21/2020	5/31/2024
Berger	Katherine	Buckmarsh District	4/18/2023	5/31/2027
Camp	Jeremy	Staff Representative		
Carter	Paige	White Post District	4/21/2020	5/31/2024
Catlett	Terri T.	BoS - Liaison	1/17/2023	12/31/2023
Thompson	Billy	White Post District	4/20/2021	5/31/2025
York	Robert	White Post District	4/20/2021	5/31/2025

*Humane Foundation*

Catlett	Terri T.	BoS - Liaison	1/17/2023	12/31/2023
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*Industrial Development Authority of the Clarke County, Virginia*

Brown	Michelle	Director of Economic Development	7/10/2023	
Cantatore	Marcy	Buckmarsh District	11/21/2023	10/30/2025
Ferrell	Brian	Millwood District	10/17/2023	10/30/2027
Ford	Indea	Clerk	11/7/2022	
George	James	Buckmarsh District	10/31/2022	10/30/2026
Guarrielo	Ted	Millwood District	11/21/2023	10/30/2027
Pierce	Rodney	Buckmarsh District	9/15/2020	10/30/2024
Preston	Isreal	Berryville District	10/18/2022	10/30/2026
Waite	William	Millwood District	10/31/2017	10/30/2025
Weiss	David S.	BoS - Liaison	1/17/2023	12/31/2023

*Joint Administrative Services Board*

Bennett	Brenda	Staff Representative	7/1/2020	
Boies	Chris	County Administrator	12/2/2019	
Catlett	Rick	School Superintendent	7/1/2023	
Keeler	Sharon	Treasurer	3/12/2005	
Marsten	Catherine	Recording Clerk	1/1/2022	
McKay	Beverly B.	BoS - Alternate	1/17/2023	12/31/2023
Schutte	Charles	School Board Representative	1/8/2012	
Weiss	David S.	BoS - Appointed Member	1/17/2023	12/31/2023

*Josephine School Community Museum Board*

Bass	Matthew	BoS - Liaison	1/17/2023	12/31/2023
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*Legislative Liaison and High Growth Coalition*

Bass	Matthew	BoS - Liaison	1/17/2023	12/31/2023
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*Library Advisory Council*

Al-Khalili	Adeela	Buckmarsh District	3/15/2022	4/15/2026
Bass	Matthew	BoS - Liaison	1/17/2023	12/31/2023

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			<i>Appt Date</i>	<i>Exp Date</i>
Bogert	Aubrey	White Post District	3/15/2022	4/15/2026
Brondstater	Bette	Berryville District	3/15/2022	4/15/2026
Daisley	Shelley	Russell District	4/21/2020	4/15/2024
Foster	Nancy	Russell District	4/21/2020	4/15/2024
Judge	Ann		3/21/2023	4/15/2025
Kalbian	Maral	Millwood District	3/15/2022	4/15/2026
Mitchell	Jessica	Berryville District	4/20/2021	4/15/2025
Payne	Lisa	Berryville District	4/20/2021	4/15/2025

*Litter Committee*

Bass	Matthew	BoS - Liasion	1/17/2023	12/31/2023
Bauhan	Tom	White Post District	9/21/2021	9/30/2024
Harrison	Ashley	Berryville District	9/21/2021	9/30/2024
Keim	John	Russell District	9/21/2021	9/30/2024
Lemmon	Lorien	Staff Representative	7/1/2023	
Maddox	Kristina	Staff Representative	7/1/2023	
Martin	Mary	White Post District	9/21/2021	9/30/2024
McMullen	Christina	Buckmarsh District	8/15/2023	9/30/2024

*Lord Fairfax Emergency Medical Services Council*

Conrad	Bryan H.	Volunteer Representative; White Post District	3/21/2023	3/15/2024
Trent	Carolyn	Medical Professional	3/21/2023	3/15/2024

*Lord Fairfax Soil & Water Conservation District*

Mackay-Smith	Justin	Soil and Water Conservation Director Lord Fairfax District	1/1/2019	12/31/2023
Webb	Wayne	Soil and Water Conservation Director Lord Fairfax District	1/1/2019	12/31/2023

*Northern Shenandoah Valley Regional Commission*

Bass	Matthew	BoS - Alternate	1/17/2023	12/31/2023
McKay	Beverly B.	BoS - Appointed Member	1/17/2023	12/31/2023
Stidham	Brandon	Citizen Representative [Planning Director]	12/13/2021	1/21/2025

*Northwest Regional Adult Drug Treatment Court Advisory Committee*

Bass	Matthew	BoS - Appointed Member	1/17/2023	12/31/2023
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*Northwestern Community Services Board*

Bodkin	Linda	Buckmarsh District	1/1/2022	12/1/2023
Goshen	Lisa	Millwood District	9/21/2021	12/31/2023
McKay	Beverly B.	BoS - Appointed Member	1/19/2021	12/31/2022

*Northwestern Regional Jail Authority*

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			<i>Appt Date</i>	<i>Exp Date</i>
Boies	Chris	BoS - Appointed Member	11/22/2022	12/31/2023
Lawrence	Doug	BoS - Liaison	1/17/2023	12/31/2023
Roper	Anthony	Sheriff	1/1/2020	12/31/2023

*Northwestern Regional Juvenile Detention Center Commission*

Bass	Matthew	BoS - Liaison	1/17/2023	12/31/2023
Roper	Anthony	Sheriff	9/21/2021	12/20/2024

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

Roper	Anthony	Sheriff	11/22/2022	12/31/2025
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*Old Dominion Community Criminal Justice Board*

Roper	Anthony	Sheriff	11/22/2022	12/31/2025
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*Our Health*

Shipe	Diane	Buckmarsh District	2/15/2022	3/15/2025
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*Parks & Recreation Advisory Board*

Bass	Matthew	BoS - Liaison	1/17/2023	12/31/2023
Elliston	Tom	Russell District	10/18/2022	12/31/2023
Hoff	Mitch	Berryville District	3/21/2023	12/31/2025
Huff	Ronnie	Town of Berryville Representative	2/18/2020	12/31/2023
Merriman	Susan	White Post District	8/17/2021	12/31/2023
Reynolds	Berkeley	Appointed by Town of Boyce	8/15/2023	12/31/2023
Rhodes	Emily	Buckmarsh District	12/17/2019	12/31/2023
Smith	Tracy	Millwood District	11/23/2021	12/31/2025
Trenary	Randy	School Superintendent Designee	10/24/2013	
Voelkel	Eric	At Large	11/22/2022	12/31/2026

*Planning Commission*

Buckley	Randy	White Post District	3/15/2022	4/30/2026
Catlett	Terri T.	BoS - Appointed Member	1/17/2023	12/31/2023
Dunning	Buster	White Post / Greenway District	4/21/2020	4/30/2024
Hunt	Pearce	Russell District	5/19/2020	4/30/2025
Lawrence	Doug	BoS - Alternate	1/17/2023	12/31/2023
Malone	Gwendolyn	Berryville District	4/21/2020	4/30/2024
Ohrstrom, II	George	Russell District	3/21/2023	4/30/2027
Reed	Ryan	Buckmarsh/Battletown District	11/21/2023	4/30/2024
Staelin	John	Millwood District	7/3/2022	4/30/2025
Stidham	Brandon	Staff Representative	4/30/2012	

*Regional Airport Authority*

Boies	Chris	BoS - Alternate	1/17/2023	12/31/2023
McKay	Beverly B.	BoS - Alternate	1/17/2023	12/31/2023

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			<i>Appt Date</i>	<i>Exp Date</i>
Melanson	Leslie	Russell District	5/19/2020	6/30/2024
<i>Shenandoah Area Agency on Aging, Inc.</i>				
Pritchard	Betsy	Buckmarsh District	7/19/2022	9/30/2026
<i>Shenandoah Valley Chief Local Elected Officials Consortium</i>				
Seal	Cathy	Alternate	2/18/2020	12/31/2023
<i>Strategic Planning Committee</i>				
Catlett	Terri T.	BoS - Appointed Member	1/17/2023	12/31/2023
<i>Towns and Villages: Berryville</i>				
Bass	Matthew	BoS - Liaison	1/17/2023	12/31/2023
McKay	Beverly B.	BoS - Alternate	1/17/2023	12/31/2023
<i>Towns and Villages: Boyce</i>				
Catlett	Terri T.	BoS - Liaison - Alternate	1/17/2023	12/31/2023
McKay	Beverly B.	BoS - Liaison	1/17/2023	12/31/2023
<i>Towns and Villages: Millwood</i>				
Catlett	Terri T.	BoS - Liaison	1/17/2023	12/31/2023
<i>Towns and Villages: Pine Grove</i>				
Catlett	Terri T.	BoS - Liaison	1/17/2023	12/31/2023
Weiss	David S.	BoS - Liaison	1/17/2023	12/31/2023
<i>Towns and Villages: White Post</i>				
McKay	Beverly B.	BoS - Liaison	1/17/2023	12/31/2023



Board of Supervisors Work Session Items  
Berryville/Clarke County Government Center, 2nd Floor  
101 Chalmers Court, Berryville, Virginia 22611

December 11, 2023, 10:00 AM, Meeting Room AB

Board Members Present: David S. Weiss, Matthew E. Bass, Terri T. Catlett,  
Beverly B. McKay, Doug M. Lawrence

Board Members Absent: None

Officer / Staff Present: Chris Boies, Cathy Kuehner, Brandon Stidham

Others Present: None

Press Present: Mickey Powell, The Winchester Star

2023-12-11 Summary: At 10:04 am, Chairman Weiss called the meeting to order.

- A. **Continued Discussion: Campground Regulations Text Amendment (PH2023-12: TA23-01)**: Planning Director Brandon Stidham reviewed campground ordinances in place in other surrounding localities. Each Board member expressed his or her thoughts on campgrounds. There was consensus to ask the Planning Commission to develop significant use regulations for campgrounds instead of removing campgrounds completely from the ordinance. The Board generally agreed that new campgrounds proposed should require a Special Use Permit, should not allow RV's, should not contain more than a certain number of campsites (a limit of 20 was mentioned), that there should be some requirement for the property owner to live on-site if the campground exceeded a certain size, and that regulations from other localities (and in some cases more stringent regulations) be incorporated into our ordinance. The Planning Commission's work would be reviewed by the Board in a work session before the Planning Commission schedules a public hearing on any proposed text amendments. There was also discussion on how to handle existing campsites on the river that may not meet current or proposed regulations, but there was no consensus on how to handle these circumstances.

At 10:51 am, Chairman Weiss adjourned the meeting.



## Clarke County Planning Department

101 Chalmers Court, Suite B

Berryville, Virginia 22611

(540) 955-5132

[www.clarkecounty.gov](http://www.clarkecounty.gov)

**TO: Board of Supervisors**

**FROM: Brandon Stidham, Planning Director**

**RE: Campground Regulations from Other Counties**

**DATE: November 21, 2023**

As a follow-up to the Board's November 6 discussion of the campground regulations text amendment (TA-23-01), attached are examples of regulations from other counties that allow commercial/permanent campground uses. Items of note for each set of regulations are summarized below. All of the counties referenced require either special use permit, conditional use permit, or special exception approval and in most cases site development plan approval.

### Frederick County

- Minimum lot size – 5 acres
- Maximum density – 10 campsites or cabins per acre
- Setback – Perimeter setback of 100 feet from campground boundary for all structures and campsites.
- Maximum of one residence is allowed in a campground to be occupied by the campground owner, manager, or an employee.
- Buffers and screening required based on adjacent zoning district.
- Must meet all Virginia Department of Health (VDH) requirements.

### Warren County

- Minimum lot size – 10 contiguous acres (implies that a campground can cover multiple lots of record)
- Maximum density:
  - 100 unit spaces with minimum size of 1800 square feet
  - Maximum 15 spaces per gross park area
  - Maximum 20 RV unit sites per acre
  - Minimum of 10 unit spaces
- Minimum separation of 20 feet between each unit site.
- Condition of soil, groundwater level, drainage, or topography of site shall not create hazards to the property nor to the health or safety of the occupants.
- RV unit sites to be well-drained and shall not be exposed to objectionable smoke, noise, odors, subsidence, erosion, or other adverse conditions.
- Use of motor/trail bikes, motorcycles, ATVs, and similar vehicles are prohibited unless approved in conjunction with the conditional use permit.

- Dust control -- Internal roads shall be constructed with a dust-free surface as approved by the BOS. Exposed ground surfaces shall be paved or covered with crushed stone/gravel or protected with vegetative growth to prevent erosion and dust.
- Minimum 75% of unit spaces shall be sufficiently wooded to provide adequate shade and camouflage from public view.
- Sites for commercial convenience centers (e.g., camp stores) shall be no larger than 10% of the campground area or one acre, whichever is less.
- Trash receptacles shall be provided within 150 feet of all RV sites and shall be emptied twice per week with trash to be removed from the campground and disposed of in accordance with state and county laws.
- Sanitary stations (dump stations for RV holding tanks) shall be provided in accordance with the Warren County building code and state law. Minimum of one station per 100 unit spaces. Sanitary stations shall be screened from view by solid fences or walls and shall be at least 50 feet from any unit space.
- Portable toilets are prohibited.
- Service buildings (bath houses with bathroom facilities) shall be provided in accordance with the county building code and state law.

### **Page County**

- Minimum lot size – 10 contiguous acres
- Maximum density:
  - 20 campsites per acre
  - Minimum 1600 square feet and 25 foot width for each campsite
- Minimum 20% of tract area shall be open space and/or recreation area of which no more than 50% shall be a body of water. Does not include campsites, service buildings, roads, or greenbelt.
- Setback – Minimum of 50 feet from property lines and a greenbelt shall be included within the setback area.
- Dust control -- Exposed ground surfaces shall be paved or covered with crushed stone/gravel or protected with vegetative growth to prevent erosion and dust.
- Lighting is required to be downcast.
- Outdoor fires shall be enclosed by a fire ring. All fire rings shall be enclosed by a durable, nonflammable material at least 8 inches in height. Firewood must originate in Page County and remain in Page County (potentially impossible to enforce).
- If perimeter fencing is not provided, the campground perimeter shall be blazed every 25 feet and a sign posted every 50 feet which states “NO CAMPERS BEYOND THIS POINT” in a minimum size of two-inch letters.
- Special use permit review shall be determined on a case-by-case basis for the following:
  - Quiet hours (includes use of generators)
  - Fireworks
  - Use of off-road vehicles
  - Additional buffer requirements adjacent to existing dwellings and areas of potential growth
  - Impact of traffic on nearby residences and mitigation thereof
- Health and sanitation requirements in accordance with VDH campground regulations.

- At least one service building (“A structure or portion thereof that is used to house sanitary facilities, such as water closets or lavatories. It may include other facilities for the convenience of the campground guests”) shall be provided and shall be constructed of cleanable, nonabsorbent materials and be maintained in good repair and in a clean and sanitary condition and meeting VDH and building code requirements.
- Campgrounds shall have direct access to a VDOT public street with appropriate frontage to accommodate entrances and exits. No entrance/exit shall be permitted through a residential zone. Campgrounds accessed via private roads shall have a 50 foot right of way and road condition, maintenance responsibilities, and servient tenant rights shall be considered in the special use permit review.
- Entrances and exits to meet VDOT requirements.
- Interior roads and accesses to individual sites shall consist at a minimum of an all-weather gravel surface. Interior roads shall be a minimum width of 10 feet for one-way traffic and 20 feet for two-way traffic. No campsite shall have direct access to a public street.
- If an onsite operator is not provided, a point of contact for the campground shall be designated and emergency contact information provided and posted conspicuously at the campground.

### **Loudoun County**

- Minimum lot size:
  - Up to 50 campsites – 40 acres (Level I small scale)
  - 51-100 campsites – 80 acres (Level II medium scale)
  - 101-150 campsites – 160 acres (Level III large scale)
  - 151 or more campsites – Special exception required
- Camping sites shall be a minimum of 1,250 square feet with a minimum width of 25 feet.
- Maximum structure size (excluding tent platforms):
  - Up to 50 campsites – 8,000 square feet
  - 51-100 campsites – 16,000 square feet
  - 101-150 campsites – 32,000 square feet
  - 151 or more campsites – Special exception required
- Setbacks:
  - Up to 50 campsites – 150 feet
  - 51-100 campsites – 200 feet
  - 101-150 campsites – 250 feet
  - Note – no setback listed for campgrounds with over 150 campsites
- Campgrounds shall not be used as permanent residences except for the owner or manager and permanent maintenance personnel.
- Minimum recreational area of 100 square feet per campsite shall be provided.
- One public telephone per 50 campsites shall be provided.
- Streets and walks shall be lighted every 400 feet.
- Service buildings with restroom and other facilities shall be provided in accordance with Loudoun County Health Department requirements.
- Dust control – All areas shall have sufficient ground cover to prevent erosion and blowing dust.

- Buffers and parking areas required according to county regulations. Lighting and noise to be consistent with county regulations.
- Access points to public road:
  - Up to 50 campsites – Maximum of one access point
  - All other sizes – Maximum of two access points exclusive of emergency-only access points.

**Fauquier County** – Has separate uses for “tent campground” and “recreational vehicle park”

**Tent Campground**

- Minimum lot size – 20 acres
- Maximum density – 1 campsite per acre
- Travel trailers and RVs are prohibited
- Only residential structure allowed shall be for the resident owner or manager.
- Direct access with a minimum width of 20 feet to a VDOT public road is required.
- 100 foot setback from property lines for structures and campsites.
- Parking and loading areas to be effectively screened.

**Recreational Vehicle Park**

- Minimum lot size – 20 acres
- Maximum density – 10 campsites per acre, minimum area of 1,600 square feet per campsite
- 100 foot setback from property lines for structures and campsites.
- Camping cabins are allowed but shall not exceed 10% of the total permitted campsites and each cabin shall not exceed 600 square feet.
- Electrical outlets shall be provided at each campsite.
- Central sanitary stations for disposal of effluent shall be provided along with central toilet and shower facilities for the sole use of park patrons.
- Direct access to and with a minimum 300 feet of frontage on a VDOT public road designated as a principal arterial or higher shall be required unless the BOS finds that the type and amount of traffic generated by the facility will not cause an undue impact on the neighbors or adversely affect traffic safety.
- Accessory commercial uses are permitted solely for park patrons including laundry, convenience store, and entertainment.
- Only residential structure allowed shall be for the resident owner or manager
- No patron shall reside in the park for more than 60 days.
- Public water or a central water system designed to public standards is required.
- Screening according to specified standards is required if park abuts residential uses or properties planned for residential use in the Comprehensive Plan.
- Mobile homes and inoperable/junk vehicles are prohibited.
- Park shall be located within a service district or adjacent to a service district on property under the same use as the property within the service district. No portion of the park located outside of the service district shall be connected to public sewer.

If you have any questions, please do not hesitate to contact me.

*Frederick County, VA  
Monday, November 20, 2023*

## Chapter 165. Zoning

### ARTICLE II. Supplementary Use Regulations; Parking; Buffers; and Regulations for Specific Uses

#### Part 204. Additional Regulations for Specific Uses

##### § 165-204.03. Campgrounds and tourist camps.

Where allowed, all campgrounds shall meet the following requirements:

- A. Minimum size. The minimum lot size for a campground shall be five acres.
- B. Density. The maximum allowed density for a campground shall be 10 campsites or cabins per acre.
- C. Perimeter setbacks. The perimeter setback from the boundary of the campground for all structures and campsites shall be 100 feet.
- D. Residences. No more than one permanent residence shall be allowed in a campground, which shall only be occupied by the owner, manager or an employee.
- E. Buffers and screens. Where campgrounds are allowed, zoning district separation buffers and screens, Category C as described by this chapter, shall be provided in relation to surrounding properties containing residential uses.
- F. Campgrounds shall meet all requirements of the Virginia Department of Health.

**§ 180-41. Commercial campgrounds.**

- A. Intent. These provisions are intended to ensure that recreational vehicles and tents within parks are operated in a safe and healthful manner.
- B. Status/requirements.
  - (1) Commercial campgrounds are subject to conditional uses permitted only in specifically named zoning districts. Except as otherwise provided in this chapter, a recreational vehicle used for dwelling purposes outside of a legally established and operated recreational vehicle park shall constitute a violation of this chapter.
  - (2) In addition to conditional use requirements, recreational vehicle parks are subject to the site plan requirements of this chapter. Notwithstanding other site plan requirements of this chapter, site plans for commercial campgrounds shall be drawn to a scale of not less than one inch equals 20 feet, shall be sufficient for the Zoning Administrator to determine that regulations of this chapter can and will be satisfied and shall include information describing surrounding land use, zoning, topography and vegetation. Site plans shall indicate all proposed streets, utilities and structures with specifications to indicate compliance with the provisions of these regulations.
- C. Standards.
  - (1) Density standards.
    - (a) No commercial campground shall contain more than 100 nor fewer than 10 unit spaces. The minimum unit space area shall be 1,800 square feet. The density of spaces provided for units shall not exceed 15 spaces per gross park acre and no one acre shall exceed 20 RV unit sites.
    - (b) The minimum area required for application and institution of a commercial campground shall be 10 contiguous acres.
  - (2) Proximity standards. Units shall be separated from each other and from other structures by a minimum of at least 20 feet. For purposes of this separation requirement, any accessory structure such as attached awnings, carports or individual storage facilities shall be considered a part of the unit.
- D. General requirements.
  - (1) Hazardous conditions.
    - (a) Condition of soil, groundwater level, drainage or topography shall not create hazards to the property nor to the health or safety of the occupants.
    - (b) RV unit sites shall be well drained and shall not be exposed to objectionable smoke, noise, odors, subsidence, erosion or other adverse conditions.



- (2) Other vehicles. The recreational use of motor bikes, trail bikes, motorcycles, all-terrain vehicles and similar vehicles within a commercial campground is hereby prohibited, unless permission has been specifically granted in conjunction with the conditional use permit approval.
- (3) Internal roads. Roads shall be constructed of a dust-free surface which is adequate for the types of vehicles to be accommodated and shall be approved by the Board of Supervisors.

E. Design standards.

- (1) Trees. At least 75% of the developed unit spaces shall be within areas sufficiently wooded to provide adequate shade for the unit space and camouflage from public view.
- (2) Buffer. In designing the campground, the applicant shall provide a minimum of 50 feet of undeveloped land along the total perimeter of the proposed site.
- (3) Dust control. Exposed ground surfaces in all parts of commercial campgrounds shall be paved or covered with crushed stone or gravel or protected with a vegetative growth that is capable of preventing soil erosion and eliminating objectionable dust.
- (4) Commercial sites. Sites for structures which will serve as commercial convenience centers shall be no larger than 10% of the total commercial campground or one acre whichever is the lesser.
- (5) Refuse disposal. Refuse collection receptacles shall be provided at locations within 150 feet of all recreational vehicle sites. Such receptacles shall be emptied at least twice weekly and all refuse shall be transported from the campground and disposed of in accordance with all applicable state and County laws and regulations.

F. Sanitary stations.

- (1) Stations required. Each commercial campground shall provide sanitary station(s) for the adequate and safe disposal of sewage from RV holding tanks. Such stations shall be constructed in accordance with the adopted Building Code<sup>1</sup> for Warren County and applicable state regulations. A minimum of one station shall be provided for each 100 unit spaces.
- (2) Screening. Sanitary stations shall be screened from other activities by visual barriers such as solid fences or walls and shall be separated from any unit space by a distance of at least 50 feet.
- (3) Portable toilets. In no case shall portable toilets be permitted within a commercial campground.

G. Service buildings. Each commercial campground shall be provided with one or

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1. Editor's Note: See Chapter 76, Building Construction.

more service buildings which contain an adequate number of toilet and sanitary facilities. Such service buildings shall be constructed in accordance with the adopted Building Code<sup>2</sup> for Warren County and applicable state regulations governing campgrounds.

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2. Editor's Note: See Chapter 76, Building Construction.

Chapter 128

CAMPGROUNDS

§ 128-1.	Purpose.	§ 128-6.	Health and sanitation requirements,
§ 128-2.	Adoption of statutory provisions.	§ 128-7.	Design of access to campground.
§ 128-3.	Definitions.	§ 128-8.	Yards and setbacks.
§ 128-4.	Enforcement; zoning; site plan requirements.	§ 128-9.	On-site operator.
§ 128-5.	Standards.	§ 128-10.	Violations and penalties.
		§ 128-11.	Conflicts.

[HISTORY: Adopted by the Board of Supervisors of the County of Page 5-11-1999; amended in its entirety 4-16-2013. Subsequent amendments noted where applicable.]

GENERAL REFERENCES

Trailers — See Ch. 109.

Vehicles and traffic — See Ch. 118.

Abandoned vehicles — See Ch. 115.

Zoning — See Ch. 125.

§ 128-1. Purpose.

The purpose of this chapter shall be to provide rules, regulations and standards for development of campgrounds in the County of Page, ensuring that the public health, safety and general welfare are protected; that orderly growth and development together with the conservation, protection and proper use of land shall be ensured; that proper provisions for all public facilities shall be made; and that Page County government is given appropriate control over the zoning and location of campgrounds in Page County.

§ 128-2. Adoption of statutory provisions.

All of the provisions and requirements of the laws of the State of Virginia contained in Title 35.1 pertaining to campgrounds and all of the provisions of Virginia's Department of Health Rules and Regulations Governing Campgrounds, known as 12 VAC 5-450-10 through 12 VAC 5-450-230, as amended, except those provisions and requirements which, by their very nature, can have no application to or within the County of Page, are hereby adopted and incorporated in this chapter by reference and made applicable within the County. Such provisions and requirements are hereby adopted mutatis mutandis, and made a part of this chapter as fully as if set forth at length herein, and it shall be unlawful for any person within the County to violate or fail, neglect or refuse to comply with any provision of Title 35.1 of the Code of Virginia, as amended, and the provisions of Virginia's Department of Health Rules and Regulations Governing Campgrounds, known as 12 VAC 5-450-10 through 12 VAC 5-450-230, as amended, which are adopted by this section, provided that in no event shall the penalty imposed for the violation of any provision or requirement hereby adopted exceed the penalty imposed for a

similar offense under the Code of Virginia. This incorporation is for the purpose of ensuring uniformity between the Code of the County of Page and state laws.

**§ 128-3. Definitions.**

As used in this chapter, unless the context requires otherwise or it is otherwise provided, the following terms shall have the meanings indicated:

**ACCESSORY USES** — Offices, recreational facilities, convenience stores, gift shops, service buildings, restrooms, dumping stations, showers, laundry facilities, storage units and other uses and structures customarily a part of the campground operation for the use of occupants.

**AUTHORITY HAVING JURISDICTION** — The organization, office or individual responsible for approving equipment, equipment installation, a permit or a procedure.

**CABIN/CAMPING** — A hard-sided shelter less than 400 square feet in area.

**CAMPERS** — Persons participating in camping.

**CAMPGROUND** — Includes, but is not limited to, a travel trailer camp, recreation camp, family campground, camping resort, camping community, or any other area, place, parcel, or tract of land, by whatever name called, on which three or more campsites are occupied or intended for occupancy, or facilities are established or maintained, wholly or in part, for the accommodation of camping units for periods of overnight or longer, whether the use of the campsites and facilities is granted gratuitously, or by rental fee, lease, or conditional sale, or by covenants, restrictions, and easements. "Campground" does not include a summer camp, migrant labor camp, or park for mobile homes as defined in § 35.1-16 and 32.1-203 of the Virginia Code, as amended, or a construction camp, storage area for unoccupied camping units, or property upon which the individual owner may choose to camp and not be prohibited or encumbered by covenants, restrictions, and conditions from providing his sanitary facilities within his property lines.

A. **PRIMITIVE SITE** — A campsite where no utility hookups are provided.

B. **DEVELOPED SITE** — A site accessible by vehicular traffic where Campsites are substantially developed with one, or more, utility, e.g., sewer, water and/or electricity.

**CAMPING UNIT** — A tent, tent trailer, travel trailer, camping trailer, pickup camper, motor home, camping cabin, and any other device or vehicular type structure for use as a temporary living quarter or shelter during periods of recreation, vacation, leisure time, or travel.

**CAMPSITE** — A plot of ground within a campground used or intended for the occupation by the camping unit or units under the control of a camper.

**DENSITY** — The number of campsites per unit of land on a tract or parcel.

**GREENBELT** — A strip of land, containing landscaping or other aesthetic site-obscuring features, intended to buffer potentially incompatible uses. Greenbelts may include utilities and other underground facilities but not camping units, buildings or recreation areas.

**MINIMUM PARCEL SIZE** — The minimum land area required to accommodate a campground.

**OCCUPANCY** — The presence of overnight guest(s) in a camping unit for a site, whether the use of the Campsites and facilities is granted gratuitously, or by rental fee.

**OPERATOR** — The owner of the campground or his/her designee.

OWNER — Person or entity holding title to the parcel on which the campground is located.

RECREATION AREA — A specific area of the campground, either of land or an area of water or a combination of land and water, which is designed and intended for the use or enjoyment of guests of the campground.

RENT — Compensation or other consideration given for a prescribed right, use, possession or occupancy of a campsite.

RENTAL/ON-SITE — A camping unit placed within a campground which is available for rental to guests.

RV'ERS — Individuals who use recreational vehicles for camping, those who stay for a day, week, or even up to seven months (extended stay) as an alternative to other types of lodging.

SERVICE BUILDING — A structure or portion thereof that is used to house sanitary facilities, such as water closets or lavatories. It may include other facilities for the convenience of the campground guests.

SITE — A plot of ground within a campground used or intended for the occupation by the camping unit or units under the control of a camper.

TENT — A portable shelter, consisting of synthetic fabrics or natural skins stretched over a flexed or rigid framework.

**§ 128-4. Enforcement; zoning; site plan requirements.**

- A. Enforcement. The Page County Zoning Administrator is the officer having enforcement authority.
- B. Zoning. Campgrounds may be allowed in Woodland-Conservation and Agricultural Districts by special use permit.
- C. Site Plan Requirements. In order to insure the provision of adequate, properly designed sanitation facilities at campgrounds, any person planning construction, major alteration or extensive addition to any campground shall, prior to the initiation of any such construction, submit to the Page County Health Department, complete plans, at a minimum scale of one inch to 50 feet, and statements which show the following:
  - (1) The proposed method and location of sewage disposal system.
  - (2) The proposed sources and location of the water supply.
  - (3) The number, location and dimensions of all campsites.
  - (4) The number, description and location of proposed sanitary facilities such as toilets, dump stations, sewer lines, etc.
  - (5) Name and address of applicant.
  - (6) Location, boundaries and dimension of the proposed project.
  - (7) The number, description and location of proposed motor vehicle parking spaces.
  - (8) The description and location of all interior roads.
  - (9) The description and location of all buildings and recreational areas.

- (10) The description of any landscaping plans.
  - (11) Such other pertinent information as the Virginia Health Commissioner or the Page County Health Department may deem necessary.
- D. Permit approval. Before any permit is issued for construction of, major alterations to, or extensive addition to any campground, the plans and specifications shall first be approved by the County Planning/Building/Zoning Office(s), Virginia Department of Transportation (VDOT) and the Page County Health Department, taking into account all of the provisions as set out herein, as well as such special conditions as may be imposed by the Planning Commission, and provided further that said plans and specifications are in accordance with state regulations governing campgrounds, including, but not limited to Title 35.1 of the Virginia Code, as amended, and the Virginia Department of Health's Rules and Regulations Governing Campgrounds, 12 VAC 5-450-10 through 12 VAC 5-450-230, as amended from time to time.

**§ 128-5. Standards.**

- A. Permitted camping units. Only tents, tent trailers, travel trailers, camping trailers, pickup campers, motor homes, or camping cabins, as defined above, or any other device or vehicular-type structure as may be developed, marketed and used by the camping trade for use as temporary living quarters or shelter during periods of recreation, vacation, leisure time, or travel shall be allowed.
- B. Permanent occupancy prohibited. No camping unit shall be used as a permanent place of abode, dwelling or business or for indefinite periods of time. Continuous occupancy extending beyond seven months in any twelve-month period shall be presumed to be permanent occupancy.
- C. Site requirement/density.
  - (1) The minimum parcel size shall be 10 contiguous acres.
  - (2) The average number of campsites per acre shall not exceed 20.
  - (3) Each campsite shall be a minimum of 1,600 square feet of space and shall not be less than 25 feet wide at its narrowest point.
  - (4) A minimum of 20% of the entire tract of land shall be open area and/or recreation area, of which no more than 50% can be a body of water. Campsites, service buildings, roads, or greenbelt shall not be included as open and/or recreation area.
  - (5) Exposed ground surfaces in all parts of a campground shall be paved or covered with crushed stone or gravel or protected with a vegetative growth or other natural growth that is capable of preventing soil erosion and eliminating objectionable dust.
  - (6) Each campsite shall be identified by number and section. Camping units within a campground shall be required to be located within the designated campsites.
- D. Lighting. Any lighting that is provided on the campground will be directed downwards, so as to not produce a glare on adjoining properties.
- E. Fires. Any outdoor fires on the campground shall be enclosed by a fire ring. All fire rings

shall be enclosed by a durable, nonflammable material at least eight inches in height. Firewood must originate in Page County and remain in Page County.

- F. Perimeter fencing. Where perimeter fencing is not provided, the campground shall be blazed every 25 feet, and a sign shall be posted every 50 feet which states: "NO CAMPERS BEYOND THIS POINT," in a minimum size of two-inch letters. The signs shall be posted on the property line of the campground.
- G. Special use permit requirements. The special use permit shall also consider the following on a site-by-site basis:
  - (1) Quiet hours (to include use of generators).
  - (2) Fireworks.
  - (3) Use of off-road vehicles.
  - (4) Additional buffer requirements adjacent to existing dwellings and areas of potential growth.
  - (5) Impact of traffic on nearby residences, and mitigation thereof.

**§ 128-6. Health and sanitation requirements.**

- A. Requirements. All health and sanitation requirements shall be in accordance with the Virginia Department of Health Rules and Regulations Governing Campgrounds (12 VAC 5-450 et al).
- B. Service building. Campgrounds must have a service building constructed of cleanable, nonabsorbent materials, maintained in good repair and in a clean and sanitary condition and meeting the requirements of the Virginia Department of Health Rules and Regulations Governing Campgrounds (12 VAC 5-450 et al.). All service buildings shall also conform to all existing Virginia and Page County Building Codes.

**§ 128-7. Design of access to campground.**

- A. Location and access.
  - (1) Direct access to public street. Except as stated below, no campground shall be located except with direct access to a public street maintained by VDOT with appropriate frontage thereon to permit appropriate design of entrances and exits. No entrance or exit from a campground shall be permitted through a residential zone.
  - (2) Private road. If the proposed campground parcel does not adjoin a public street, a fifty-foot deeded right-of-way, with appropriate frontage at the public street to permit appropriate design of entrances and exits, must be obtained to provide access to the parcel. Road condition, maintenance responsibilities, and the rights of the servient tenants shall be considered in the special use permit.
- B. Entrances and exits. Entrances and exits to campgrounds shall be designed for safe and convenient movement of traffic into and out of the campground and shall be designed to minimize marginal friction with free movement of traffic on adjacent streets. All traffic into or out of the campground shall be through such entrances and exits. Entrances shall be

constructed utilizing appropriate radii and grades to accommodate movement of all vehicles using/entering the campground. All entrances onto public roads shall meet VDOT requirements.

- C. Road requirements. Interior roads and access to individual sites shall consist at a minimum of an all-weather gravel surface. All interior roads shall be a minimum width of 10 feet for one-way traffic and 20 feet for two-way traffic. No campsite shall have direct access to a public street.

**§ 128-8. Yards and setbacks.**

The minimum setback from property lines shall be 50 feet; a greenbelt shall be included within the setback area.

**§ 128-9. On-site operator.**

If an on-site operator is not provided, a point of contact for the campground shall be designated and emergency contact information provided and posted conspicuously at the campground.

**§ 128-10. Violations and penalties.**

Any person, firm or corporation, whether as principal, agent, employee or otherwise, violating, causing or permitting the violation of any of the provisions of this chapter shall be guilty of a misdemeanor and, upon conviction thereof, may be fined up to \$2,500 or imprisoned for up to 12 months, or both. Such person, firm or corporation shall be deemed to be guilty of a separate offense for each and every day during which any portion of any violation of this chapter is committed, continued or permitted by such persons, firm or corporation and shall be punishable as herein provided.

**§ 128-11. Conflicts.**

If any provision of this chapter conflicts with any other provision of the Zoning Ordinance of the County of Page, Virginia, the more stringent provision shall apply.



day and boarding camp. This requirement shall not preclude an additional access for emergency vehicles only.

- (b) **Level II or III Day and Boarding Camp.** There shall be no more than two points of access to a road from a Level II or III day and boarding camp. This requirement shall not preclude an additional access for emergency vehicles only.

(E) **Parking.**

- (1) **General.** Parking shall be provided as required by Section 5-1102.
- (2) **Surface.** All parking and loading areas serving the use shall use a dust-free surfacing material as provided in the Facilities Standards Manual.

(F) **Exterior Lighting Standards.** All exterior lighting shall comply with the standards of Section 5-652(A) (Exterior Lighting Standards).

(G) **Noise Standards.** The use shall comply with the noise standards of Section 5-652(B) (Noise Standards).

**5-646**

**Campgrounds.** Campgrounds in the AR, TR, and JLMA districts shall comply with the following standards.

(A) **Intensity/Character.**

(1) **Site Size.**

- (a) The minimum lot area for a campground shall be 40 acres.
- (b) The minimum lot area for a campground shall increase based on the following standards.

Use	Scope of Use/Campsites	Lot Area (Minimum)
Level I—small scale	Up to 50 campsites	40 acres
Level II—medium scale	>50 up to 100 campsites	80 acres
Level III—large scale	>100 up to 150 campsites	160 acres
Level IV	> 150 campsites	Special exception pursuant to Section 6-1300

- (2) **Not Permanent Residence.** Campgrounds shall not be used as permanent residences, except for the owner or manager and permanent maintenance personnel.
- (3) **Camping Sites.** Camping sites shall be a minimum of 1,250 square feet and at least 25 feet in width.
- (4) **Recreational Area.** Each campground shall provide a recreational area consisting of 100 square feet per campsite.

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- (5) **Public Telephone.** At least one (1) public telephone shall be provided for each 50 campsites.
- (6) **Streets and Walks Lighted.** Streets and walks shall be lighted every 400 feet.
- (7) **Service Buildings.** Service buildings with restroom and other facilities shall be provided in accordance with the Loudoun County Health Department requirements.
- (8) **Groundcover.** All areas within a campground shall have sufficient groundcover to prevent erosion and blowing dust.

(B) **Size of Use.**

- (1) **Structure Size.** The size of structures (excluding tent platforms) used at a campground shall not exceed the following standards:

Use	Scope of Use/Campers	Total Size of Structures (Maximum)
Level I—small scale	Up to 50 campsites	8,000 square feet
Level II—medium scale	>50 up to 100 campsites	16,000 square feet
Level III—large scale	>100 up to 150 campsites	32,000 square feet
Level IV	>150 campsites	Special exception pursuant to Section 6-1300

- (C) **Location on Site/Dimensional Standards.** A campground shall be set back from lot lines as follows:

Use	Lot Area (Min)	Size of Structures (Max)	Setback from Lot Lines
Level I—small scale	40 acres	8,000 square feet	150 ft.
Level II—medium scale	80 acres	16,000 square feet	200 ft.
Level III—large scale	160 acres	32,000 square feet	250 ft.

(D) **Landscaping/Buffering/Screening.**

- (1) **Buffer.** The use shall comply with Section 5-1404(A)(6).
- (2) **Parking Areas.** Parking areas shall comply with Section 5-1407.

(E) **Roads/Access.**

- (1) **General Access Standards.** The use shall comply with the road access standards of Section 5-654.
- (2) **Driveways.** Driveways shall not be located within a required buffer yard area except as minimally necessary to access the site.
- (3) **Number of Access Points.**

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- (a) There shall be no more than one point of access to a public road from a Level I campground. This requirement shall not preclude an additional access for emergency vehicles only.
- (b) There shall be no more than two points of access to a public road from a Level II, III or IV campground. This requirement shall not preclude an additional access for emergency vehicles only.

**(F) Parking.**

- (1) **General.** Parking shall be provided as required by Section 5-1102.
- (2) **Surface.** All parking areas serving the use shall use a dust-free surfacing material as provided in the Facilities Standards Manual.

**(G) Exterior Lighting Standards.** All exterior lighting shall comply with the standards of Section 5-652(A) (Exterior Lighting Standards).

**(H) Noise Standards.** The use shall comply with the noise standards of Section 5-652(B) (Noise Standards).

**5-647**

**Cross-Country Ski Business and Eco-Tourism.** Any cross-country ski business and eco-tourism use in the AR, JLMA-20 and TR-10 districts shall comply with the following standards:

**(A) Intensity/Character of Use.** The hours of operation shall be limited to 6:00 a.m. to 9:00 p.m.

**(B) Size of Use.**

- (1) **Size of Use.** The minimum lot area of an eco-tourism use shall be 5 acres.
- (2) **Structure Size.** The size of structures used shall not exceed 5,000 square feet in gross floor area.
- (3) **Storage Areas.** The total area of storage areas shall not exceed 1000 square feet.

**(C) Roads/Access.**

- (1) **General Access Standards.** The eco-tourism use shall comply with the road access standards in Section 5-654.
- (2) **Number of Access Points.** There shall be no more than one point of access to a public road. This requirement shall not preclude an additional access for emergency vehicles only.

**(D) Exterior Lighting.** The only exterior lighting allowed for an eco-tourism use shall be for security purposes only.

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**Fauquier County (RC – Rural Conservation; RA – Rural Agricultural)**

**Camps, Recreation Grounds, Lodges, and Resorts – Special exception and site plan (RC and RA Districts)**

**5-906 Additional Standards for Camps and Recreation Grounds, Lodges and Resorts**

1. The minimum lot size requirement shall be twenty (20) acres.
2. No structure or campsite or athletic facility shall be located closer than 100 feet to any lot line.
3. No permit shall be issued for such a use until the applicant has furnished evidence that the proposed development meets all applicable State and local health requirements.
4. All parking and loading areas, swimming pools and tennis courts shall be effectively screened.

**Tent Campground – Special exception and site plan (RC and RA Districts)**

**5-907 Additional Standards for Tent Campground**

1. The minimum lot size requirement shall be twenty (20) acres.
2. Travel trailers and other residential vehicles are not allowed.
3. The only permanent structure allowed for residential use will be occupied by the resident owner or manager.
4. The facility shall have direct access by means of a travel-way twenty (20) feet in width to a road currently maintained by the State.
5. No structure or campsite shall be located closer than 100 feet to any lot line.
6. No permit shall be issued for such a use until the applicant has furnished evidence that the proposed development meets all applicable State and local health requirements.
7. Density shall not exceed one (1) campsite per acre.

**Recreational Vehicle Park – A lot, parcel or area of land designed and used for the accommodation of two (2) or more recreational vehicles for transient lodging purposes. Special exception and site plan (RA District)**

**5-908 Additional Standards for Recreational Vehicle Park**

1. Camping units are permitted within a Recreational Vehicle Park, provided the park shall be designed for and predominantly used by recreational vehicles.
  - a. Camping Cabins shall not exceed ten (10%) of the total permitted campsites.
  - b. Camping Cabins shall not exceed six hundred (600) square feet.

2. At a minimum, electrical outlets shall be provided at each individual campsite. Central sanitary stations for the disposal of effluent shall be provided along with central toilet and shower facilities. These facilities shall be for the sole use of the patrons of the park.
3. The property shall have direct access to and a minimum of three hundred (300) feet of frontage on a road designated as a principal arterial (or higher) in the Comprehensive Plan unless the Board of Supervisors finds that the type and amount of traffic generated by the facility is such that it will not cause an undue impact on the neighbors or adversely affect safety of road usage.
4. Accessory commercial uses are permitted, exclusively for the use of residents of the park (e.g., coin-operated laundry, convenience store, entertainment).
5. Density shall not exceed ten (10) campsites per acre.
6. Each campsite shall contain a minimum of 1,600 square feet.
7. No structure, campsite or athletic facility shall be located closer than 100 feet to any lot line.
8. No site plan shall be approved for such a use until the applicant has furnished evidence that the proposed development meets all applicable State and local health department requirements. Required approvals from the Virginia Department of Health shall be provided to the County prior to the approval of any site plan for the use.
9. One permanent residential occupancy shall be permitted for the resident owner or manager only. No other persons shall reside in the park for a period exceeding sixty (60) days.
10. The minimum lot size requirement shall be twenty (20) acres.
11. Public water or a Central Water System designed to public standards shall be required.
12. Screening shall be provided in the form of an unbroken strip of open space a minimum of fifty (50) feet wide and planted with one large evergreen tree with an ultimate height of forty (40) feet or greater for every ten (10) linear feet, plus one medium evergreen tree with an ultimate height of twenty (20) to forty (40) feet for every five (5) linear feet, plus one large deciduous tree with an ultimate height of fifty (50) feet or greater for each thirty (30) linear feet where the property abuts residential uses or properties planned for residential use in the Comprehensive Plan. The use of existing vegetation can be used to satisfy this requirement.
13. Mobile homes shall be strictly prohibited.
14. Inoperable and junk vehicles including recreational vehicles shall be prohibited.

15. The use shall be located within a Service District or immediately next to a Service District on property under the same use as the property within the Service District. For the purpose of this Section immediately next to a Service District shall not include properties located across a public street.
16. No portion of the recreational vehicle park use located outside of the Service District shall be connected to public sewer.



# Finance Committee Items

Berryville-Clarke County Government Center, 2<sup>nd</sup> Floor  
101 Chalmers Court, Berryville, Virginia 22611

December 11, 2023, Immediately following work session

Item

Description

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A. FY24 Supplemental Appropriation Requests

1. The Children's Services Act Office is requesting supplemental revenue and expenditure appropriation for several of their program budget lines. Each of the CSA's budgeted program lines qualify for additional revenue from the State; however, each of them require a local match. Therefore, the CSA Office is requesting additional expenditure budget and appropriation of \$448,008, with revenue from the State in the amount of \$359,133 and a local match of \$88,875.

2023-12-11 Summary: Following review, the Finance Committee recommends,

***"Be it resolved that FY24 Children's Services Act operating fund budgeted expenditure and appropriation be increased \$448,008, revenue budget and appropriation be increased by \$359,133, and fund balance designation for CSA be decreased in the amount of \$88,875, all for the purpose of receiving additional State revenue for the Children's Services Act programs budget".***

2. The Planning Department has received a Litter Prevention and Recycling Program grant in the amount of \$16,551.93. The current FY24 budget includes \$8,000 for this program. This request is for an additional \$8,551.93 in supplemental revenue and expenditure appropriation in order to recognize the full grant amount. There is no local match required.

2023-12-11 Summary: Following review, the Finance Committee recommends,

***"Be it resolved that FY24 Litter Control operating fund budgeted expenditure and appropriation be increased \$8,551.93, revenue budget and appropriation be increased by \$8,551.93, all for the purpose of receiving additional State revenue for the Litter Prevention and Recycling Program Grant".***

3. The Sheriff's Office has been awarded an additional \$5,000 in ARPA funds and is requesting supplemental expenditure and revenue appropriation for this amount with no local match required (see attached memo).

2023-12-11 Summary: Following review, the Finance Committee recommends,

***"Be it resolved that FY24 Government Capital Projects fund expenditure budget and appropriation be increased \$5,000 and that revenue budget and appropriation be increased by the same amount, all for the purpose of receiving additional ARPA revenue to be used to purchase bullet resistance vests for the***

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***Sheriff's Office***

4. The Registrar's Office has been awarded a State Homeland Security Grant from the Virginia Department of Emergency Management in the amount of \$45,000 for security improvements. The funds will be used for cameras to monitor the ballot box, programmable key pads for the equipment room, polling place signs, name/ID tags, and two backup generators. The Registrar is requesting \$45,000 supplemental revenue and expenditure appropriation for this grant and there is no local match required.

2023-12-11 Summary: Following review, the Finance Committee recommends, ***"Be it resolved that FY24 Government Capital Projects fund expenditure budget and appropriation be increased \$45,000 and that revenue budget and appropriation be increased in the same amount, all for the purpose of receiving a Virginia Department of Emergency Management grant to provide security improvements and equipment for the Registrar's Office"***.

5. Courthouse Green Project supplemental appropriation request of \$83,425 (see attached memo).

2023-12-11 Summary: Following review, the Finance Committee recommends, ***"Be it resolved that FY24 Government Capital Projects fund expenditure budget and appropriation be increased \$83,425 for the Courthouse Green Project, and that fund balance designation for the County Courthouse Green Project be reduced by the same amount, all for the purpose providing budget for the next design phase of the Courthouse Green project"***.

6. Clarke County Public Schools received additional State funding and is requesting supplemental expenditure and revenue appropriation of \$290,898. There is no local match required. The additional appropriation would be used for the following items:
  - a. \$218,607 All-in Virginia Plan. The total amount of All-in Virginia funds awarded to CCPS is \$321,709. However, the school division plans to spend \$218,607 in FY24 and the remainder in FY25. The All-in VA plan includes funds for High Intensity Academic Tutoring, Acceleration and Expansion of the Virginia Literacy Act, and Addressing Chronic Absenteeism.
  - b. \$72,291 Compensation Supplement. This will be used to provide additional salary compensation. When the FY24 (current year) budget was developed, teacher-scale employee salaries were increased by 7%. All other salaries were increased by 5%. The additional state funding will



Item

Description

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be used to increase the other salaries by an additional 2% effective January 1, 2024, bringing the salary increase for all employees to 7%.

2023-12-11 Summary: Following review, the Finance Committee recommends, ***“Be it resolved that FY24 School Operating fund expenditure budget and appropriation be increased \$290,898 and that revenue budget and appropriation be increased by the same amount, all for the purpose of accepting additional State revenue from the Virginia Department of Education for the All-in Virginia Program Implementation and to provide a 2% salary increase to all CCPS employees, other than teachers who received a 7% increase when the FY24 budget was adopted”.***

- B. Transfer Request from Operating Fund Budget to Capital Projects Fund Budget: The Clarke County Health Department had excess fund balance at the end of FY23. As a result, they are returning \$25,000 to Clarke County, which will create savings within the FY24 Operating Health Department expense budget. This request is to transfer that \$25,000 in savings from the operating fund budget to the Capital Projects fund budget line for the Health and Human Services Space Project. The transfer would help cover future expenses for that project.

2023-12-11 Summary: Following review, the Finance Committee recommends, ***“Be it resolved that FY24 budgeted expenditure of \$25,000 be transferred from the Clarke County Operating fund to the Clarke County Capital Projects fund, for the purpose of receiving \$25,000 from the Clarke County Health Department”.***

- C. Update on Opioid Abatement Funds: Information only (see attached memo).

2023-12-11 Summary: The Finance Committee heard an update from staff, no action was taken.

- D. Bills and Claims: (see attached) The Finance Committee should consider approval.

2023-12-11 Summary: Following review, the Finance Committee recommends approval of the November 2023 Invoice History Report.

- E. Standing Reports:

- Year to Date Budget Report
- Reconciliation of Appropriations
- Capital Projects Report

2023-12-11 Summary: Review only, no action taken.



DEPARTMENT OF SOCIAL SERVICES  
 311 EAST MAIN STREET  
 BERRYVILLE, VIRGINIA 22611  
 TELEPHONE (540)955-3700 • FAX (540)955-3958

**Memorandum**

To: Brenda Bennett  
 From: Nadia Acosta  
 Date: 12/07/23

RE: FY24 CSA Budget Supplemental Appropriation Request

It has been necessary for Clarke County CSA to provide mandated services for specific cases at a significantly higher amount than expected. As a result, some of the program line budgets have expenses and encumbrances that exceed the budget in the following areas:

CSA Code	Description	Munis Account	Budget	Balance as of 10.27.23	Projected Additional Needs through June 2024				
2E	Family Foster Care—children receiving basic maintenance	579009	\$20,000	-\$7,974	\$51,087				
2F	Community Based Services	579010	\$75,000	-\$147,867	\$134,475				
2F1	Community Transition Services—transition from Residential to Community	579011	\$0	-\$7500	\$7500				

To provide these mandated services, the Clarke County CSA is requesting that additional funding be added to cover the increased expenditures in FY24. The Clarke County CSA is unable to reallocate money between program budgets at this time because it is too soon to determine the needs for the remainder of the fiscal year.



DEPARTMENT OF SOCIAL SERVICES  
 311 EAST MAIN STREET  
 BERRYVILLE, VIRGINIA 22611  
 TELEPHONE (540)955-3700 • FAX (540)955-3958

Clarke County CSA has requested and received supplemental state funding for the following budget lines:

CSA Code	Description	Total FY24 Revised Estimated Expenses	Match Rate	State Share	Local Share
1E	Residential Education for Congregate Care	\$13,924	47.97%	\$7,244.97	\$6,679.53
2a	Treatment Foster Care for IV-E Eligible Youth	\$59,850.00	47.97%	\$31,139.95	\$28,710.05
2e	Family Foster Care—children receiving basic maintenance	\$40,196.00	47.97%	\$20,913.98	\$19,282.02
2f	Community Based Services	\$507,678.50	23.99%	\$385,886.43	\$121,792.07
2f.1	Community Transition Services	\$17,906.25	23.99%	\$13,610.64	\$4,295.71
2g	Special Education Private Day Placement	\$87,926.67	47.97%	\$45,748.25	\$42,178.42
2i	Psychiatric Hospitals/Crisis Stabilization Units	\$55,526.00	47.97%	\$28,890.18	\$26,635.82
		<b>\$783,007.82</b>		<b>\$533,434.20</b>	<b>\$249,573.62</b>

Because of the additional expenses, Clarke CSA is requesting supplemental appropriation of local funding in the amount of \$88,874 be added to the current local CSA funding, based on current community needs and increased expenditures in FY24.

Thank you,

Nadia Acosta  
 CSA Coordinator

CSA Budget	Munis GL Description	Munis GL Obj code	PO category	Projected Amts			FY24 Revised Budget	
				Approved State budget	used for Supp Request to State	Original FY24 budget		Spplmntl Approp.
				231,586				
21200020	CSA Srvc 1a FC IVE	579001	MAN (FC4E)					
21200020	CSA Srvc 1b FC Othr	579002	MAN (FC)					
21200020	CSA Srvc 1c ResCon	579003	MAN (RCDN or RCPA)				-	
21200020	CSA Srvc 1e ConEd	579004	MAN (ESCC)	44,935	13,924	65,000	(51,076)	13,924
21200020	CSA Srvc 2a TrFCIVE	579005	MAN (TF4E)	34,565	59,850	50,000	9,850	59,850
21200020	CSA Srvc 2a1 TrFC	579006	MAN (TF)	34,565		50,000	(50,000)	-
21200020	CSA Srvc 2c FmFCIVE	579007	MAN (FF4E)	17,283		25,000	(25,000)	-
21200020	CSA Srvc 2d FmFCMO	579008	retired catrgory			-	-	-
21200020	CSA Srvc 2e FmFCMIL	579009	MAN (FFOP)	13,826	40,196	20,000	20,196	40,196
21200020	CSA Srvc 2f Commtly	579010	MAN (CBS)	51,848	507,679	75,000	432,679	507,679
21200020	CSA Srvc 2f1 Trans	579011	MAN (CSTR)		17,906	-	17,906	17,906
21200020	CSA Srvc 2g SPED Pv	579012	MAN (ADP)	34,565	87,927	50,000	37,927	87,927
	CSA Srvc 2i PsyHosp				55,526	-	55,526	55,526
	Adj for Non-mandated actual exps						-	-
	<i>sub-total</i>			<b>231,586</b>	<b>783,008</b>	<b>335,000</b>	<b>448,008</b>	<b>783,008</b>
21200020	CSA Srvc 2h St w/DB	579013	WSS (SPS)	43,713	40,000	40,000	-	40,000
21200020	CSA Srvc 3 NoManCom	579014	NON (COMM)	19,220	10,000	10,000	-	10,000
21200020	CSA Srvc Miscellaneous Exp					-	-	-
	<i>sub-total</i>					<b>385,000</b>	<b>448,008</b>	<b>833,008</b>
21200010	CSA AdminPur SVC					1,500		1,500
21200010	CSA Admin Mat & Sup					500		500
21200010	CSA Admin PT Salaries					23,764		23,764
	<i>sub-total</i>					<b>25,764</b>		<b>25,764</b>
<b>TOTAL ORIGINAL CSA ADOPTED BDGT</b>						<b>410,764</b>		<b>858,772</b>

New CSA Bdgt afte

Munis Bdgt allocation by %

579004	19.40%
579005	14.93%
579006	14.93%
579007	7.46%
579009	5.97%
579010	22.39%
579012	14.93%
1	

CALCULATIONS FOR SUPPLEMENTAL APPROPRIATION REQUEST		
<u>Mandated Svcs Only</u>		
Total projected exp w/supplemental request	783,008	new projected for FY24
Less Original Exp Approp to Clarkes Bdgt	(335,000)	already appropriated with budget adoption
	448,008	<b>additional expense approp needed</b>
Total projected State Rev w/supplemental request	533,434	new projected for FY24
Less Original State Rev Approp Bdgt	(174,301)	already appropriated with budget adoption
	359,133	<b>additional state revenue approp needed</b>
Total projected Local Rev w/supplemental request	249,574	new projected for FY24
Less Original Local Rev Approp Bdgt	(160,700)	already appropriated with budget adoption
	88,874	<b>additional local revenue approp needed</b>

Fwd: FY2024 Non-Competitive Litter Prevention and Recycling Grant

**From:** ceds@deq.virginia.gov  
**To:** "Chris Boies" <cboies@clarkecounty.gov>, "Lorien Lemmon" <llemmon@clarkecounty.gov>  
**Cc:** "Lorien Lemmon" <llemmon@clarkecounty.gov>  
**Sent:** Monday, October 30, 2023 2:15:35 PM  
**Subject:** FY2024 Non-Competitive Litter Prevention and Recycling Grant



## Commonwealth of Virginia

### VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY

1111 E. Main Street, Suite 1400, Richmond, Virginia 23219  
 P.O. Box 1105, Richmond, Virginia 23218  
 (800) 592-5482 FAX (804) 698-4178  
[www.deq.virginia.gov](http://www.deq.virginia.gov)

Travis A. Voyles  
 Acting Secretary of Natural and Historic  
 Resources

Michael S. Rolband, PE, PWD, PWS  
 Emeritus, PE, PWD, PWS Emeritus  
 Director

(804) 698-4020

October 30, 2023

Chris Boies  
 County Administrator  
 Clarke County  
 101 Chalmers Ct.  
 Berryville, VA 22611

Dear Chris Boies:

I am pleased to inform you that a total grant award of **\$16,551.93** has been approved for the **Clarke County** Litter Prevention and Recycling Program activities and the Extended Polystyrene (EPS) campaign for the period of July 1, 2023 to June 30, 2024.

The total grant award amount above includes the following:

Non-Competitive Grant Award: \$12,513.00  
 EPS Campaign Amount: \$4,038.93

Processing of the grant awards is underway, and a payment for this amount should be received within the next two weeks if funds can be transferred electronically (EDI) or in thirty days if processing by check is required.

If you have any questions or need additional information, please contact Prina Chudasama at [prina.chudasama@deq.virginia.gov](mailto:prina.chudasama@deq.virginia.gov) or at (804) 659-1530.

Sincerely,

Sanjay Thirunagari  
 Programs Manager  
 Division of Land Protection & Revitalization

## 2024 Clarke County Litter Committee Budget Overview

### SUPPLIES

Grabbers/Vests/Gloves	\$ 400.00
Trash Bags, Contractor x5 boxes	\$ 158.40
Posts	\$ 300.00
Environmental Club Supplies (CCHS)	\$ 500.00
Collapsible Rolling Wagon Cart	\$ 104.99
Large Duffel Bag (for grabbers)	\$ 38.11
Safety Road Cones	\$ 112.00
Litter Crew Ahead Signs x2	\$ 677.34
Cargo Nets??	\$ -
	<b>\$ 2,290.84</b>

### PUBLIC OUTREACH

Pop Up Table	\$ 60.00
Pop Up Tent	\$ 129.99
Tent Weights	\$ 30.00
Tablecloth	\$ 179.00
Cloth Shopping Bags (100)	\$ 205.00
	<b>\$ 603.99</b>

### YOUTH EDUCATION

Coloring Books (600)	\$ 336.00
Crayons (600)	\$ 323.00
Drawstring backpacks	\$ 725.00
Storywalk	\$ 400.00
	<b>\$ 1,784.00</b>

### LAW ENFORCEMENT

Earth Day Law Enforcement	<b>\$ 800.00</b>
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### EPS CAMPAIGN

Containers, Cups, Lids	\$ 3,900.00
Paper, Stamps, Envelopes	\$ 138.00
	<b>\$ 4,038.00</b>

### RECYCLING

Pack Rat Hauling (Shenandoah River Keepers)	\$ 1,000.00
Purple Bin Program (ESTIMATE)	\$ 2,000.00
Dumpsters (ESTIMATE)	\$ 3,000.00
	<b>\$ 6,000.00</b>

### ADVERTISING

Clarke Monthly	\$ 1,000.00
	<b>\$ 1,000.00</b>

**Total Estimated Cost \$ 16,516.83**

Total Grant \$ 16,551.93

EPS \$ 4,038.93

Non-Competitive Grant \$ 12,513.00

*\*\*Items in red have been updated since the last review*



# Clarke County Sheriff's Office

## INTEROFFICE MEMORANDUM



DATE: November 16, 2023

TO: Chris Boies, County Administrator  
Brenda Bennet, JAS Director

FROM: Travis M. Sumption, Chief Deputy *TMS*

Cc: Anthony W. Roper, Sheriff

SUBJECT: Supplemental Appropriation – DCJS ARPA Funds

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On November 15, 2023, the Virginia Department of Criminal Justice Services informed Clarke County of an additional allocation of \$5,000 from the DCJS ARPA Funds. This comes in addition to the \$100,000 previously awarded to the Clarke County Sheriff's Office during the FY24 budget process, resulting in a revised total of \$105,000.

In light of this supplemental funding, I am formally requesting the Board of Supervisors to consider appropriating the newly allocated \$5,000 to our capital line designated for Sheriff's Equipment. The intended purpose of this appropriation is to facilitate the purchase of five Bullet Resistant Vests, enhancing the safety and capabilities of our Sheriff's Office.

It is important to note that there is no match requirement to accept these funds, making the allocation a valuable resource for advancing our law enforcement capabilities.

I am available to provide any additional information or address questions that may arise.

Mr. Chris Boies  
 County Administrator  
 Clarke County  
 101 Chalmers Court  
 Berryville, VA 22611

RE: FY 2023 State Homeland Security Grant Program (SHSP)

Dear Mr. Boies:

The Virginia Department of Emergency Management (VDEM) is pleased to announce the allocation of a **2023 State Homeland Security Grant Program (SHSP) CFDA 97.067** from the U.S. Department of Homeland Security (DHS) Federal Emergency Management Agency (FEMA). Appropriation authority for this program is *The Department of Homeland Security Appropriations Act, 2023 (Public Law 117-328)*. Your locality has been allocated funding for:

**EM Grants Application Title: FY23 SHSP Ensuring Election Security and Integrity NP**  
**Federal Grant Allocation: \$45,000.00**  
**Subrecipient's Required Cost Share/Match Amount: N/A**  
**Total Grant Award: \$45,000.00**  
**Period of Performance (POP): October 01, 2023 to June 30, 2025**

**\*\*All National Priority Projects (NP) are on HOLD until further notice\*\***

**\*This letter serves as notification of your allocation and is not an authorization to incur expenditures.** Funds will be formally awarded to your locality through a Grant Agreement issued by VDEM upon its execution following the approval your application package and budget submission in VDEM's electronic Grants Management System, VDEM EM Grants.

You must initiate these steps, described under Accessing Your Allocation, within 60 days from the date of this notification or funds may be re-allocated. If extenuating circumstances such as local board approval will prevent you from meeting the 60-day deadline, please notify your Grant Administrator as soon as possible.

#### OPT-Out Notice

Should your agency decide not to proceed with applying for the allocation, and "Opt-Out" notice must be submitted to VDEM **before 1/8/2024**. Please follow the below steps to submit your "Opt-Out" notice:

1. Login to your account at [vdem.emgrants.com](http://vdem.emgrants.com)
2. From you Agency's home page, click on the blue "Apply Now" button, then select the FY2023 SHSP grant and project type before clicking on the "Create" button.
3. Once the Application loads, select the "Opt-Out" option in the field asking about your agency's participation, then complete the remainder of the required fields.
4. Once done, click on the "Submit" button to submit your "Opt-Out" notice to VDEM.

#### Program Objectives

The objective of the State Homeland Security Program is to assist state and local preparedness activities that address high-priority preparedness gaps across all core capabilities that support terrorism preparedness. All supported investments are based on capability targets and gaps identified during the Threat and Hazard Identification and Risk Assessment (THIRA) process, and assessed in the State Preparedness Report (SPR).

The FY 2023 Homeland Security Grant Program (HSGP) supports state and local efforts to prevent terrorism and other catastrophic events and to prepare the Nation for the threats and hazards that pose the greatest risk to the security of the United States. References to these priorities can be found throughout this document. The FY 2023 HSGP provides funding to implement investments that enhance terrorism preparedness and serve to build, sustain, and deliver the 32 core capabilities essential to achieving the National Preparedness Goal (the Goal) of a secure and resilient Nation. The allowable costs under FY 2023 HSGP support the core capabilities across the five mission areas of Prevention, Protection, Mitigation, Response, and Recovery.

#### Important Award Terms and Conditions

Subrecipients must comply with the following federal requirements:

- FY 2023 Homeland Security Grant Program (HSGP) Notice of Funding Opportunity  
[Homeland Security Grant Program \(HSGP\) NOFO](#)
- Department of Homeland Security Standard Terms and Conditions for 2023  
[DHS Standard Terms and Conditions](#)
- 2 CFR Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards  
[2 CFR Part 200 Uniform Administrative Requirements](#)

#### Management and Administration (M&A)

Your local emergency management agency may retain and use up to five percent of the award for local management and administration purposes. M&A activities are those directly related to managing and administering SHSP Program funds, such as financial management and monitoring. It should be noted that salaries of local emergency managers are not typically categorized as M&A, unless the local emergency management agency chooses to assign personnel to specific M&A activities.

#### Indirect (Facilities & Administrative [F&A]) Costs

Indirect costs are allowable under this program, as described in 2 C.F.R. § 200.414. With the exception of recipients who have never received a negotiated, indirect cost rate as described in 2 C.F.R. § 200.414(f), recipients must have an approved indirect cost rate agreement with their cognizant Federal agency to charge indirect costs to this award. A copy of the approved rate (a fully executed, agreement negotiated with the applicant's cognizant Federal agency) is required at the time of application, and must be provided to FEMA before indirect costs are charged to the award.

#### Apply For Your Allocation

December 19, 2023 Clarke County Board of Supervisors Regular Meeting Packet  
 Your agency is hereby invited to complete and submit a Grant Application for the full amount of your organization's Total Grant Allocation amount. To do so, please follow these steps:



1. Register for and/or login to your account at vdem.emgrants.com.
2. From your Agency's home page, click on the blue "Apply Now" button, then select the FY2023 SHSP grant and project type before clicking on the "Create" button.
3. Complete the entire Application form online and upload all the listed required documents that apply to your specific Application. Also, as a part of the Grant Application, you will be required to complete and upload the attached Vendor Maintenance Form (VMF) and W-9 Form into the Grant Application portal.
4. Once completed, click on the "Submit" button to submit your Application to VDEM for review.

An email notification will be generated and sent when the Grant Agreement is ready for your review and execution. Steps to do so will be provided via that notification.

### **Requirements: Obtain and provide Unique Entity Identifier (UEI) and Register in the System for Award Management (SAM)**

Each applicant, unless they have a valid exception under 2 CFR 25.110, must:

- 1) Be registered in SAM.gov before application submission;
- 2) Provide a valid Unique Entity Identifier (UEI) in its application; and
- 3) Continue to always maintain an active System for Award Management (SAM) registration with current information during the Federal Award process.

Note that subrecipients do not need to have a valid UEI at the time of application; however, they must have a valid UEI in order to receive a subaward.

### Reporting

Subrecipients are obligated to submit **Quarterly Progress Reports** as a condition of their subaward. Quarterly progress reports must be uploaded directly into your vdem.emgrants.com account within **15 days** following the end of the quarter. The schedule for reporting is as follows:

### **Timetable and Deadlines for 2023 SHSP Progress Reporting** (includes SHSP, UASI and NSGP subawards):

[Quarter 1 of 7] Time Period: October 1, 2023 to December 31, 2023

**Quarter 1 Report Due: On or Before January 15, 2024**

[Quarter 2 of 7] Time Period: January 1, 2024 to March 31, 2024

**Quarter 2 Report Due: On or Before April 15, 2024**

[Quarter 3 of 7] Time Period: April 1, 2024 to June 30, 2024

**Quarter 3 Report Due: On or Before July 15, 2024**

[Quarter 4 of 7] Time Period: July 1, 2024 to September 30, 2024

**Quarter 4 Report Due: On or Before October 15, 2024**

[Quarter 5 of 7] Time Period: October 1, 2024 to December 31, 2024

**Quarter 5 Report Due: On or Before January 15, 2025**

[Quarter 6 of 7] Time Period: January 1, 2025 to March 31, 2025

**Quarter 6 Report Due: On or Before April 15, 2025**

[Quarter 7 of 7] Time Period: April 1, 2025 to June 30, 2025

**Quarter 7 Report Due: On or Before July 15, 2025**

### **HSGP Final Progress Reports:**

Due: On or Before July 30, 2025

**Within 30 days following the end of the period of performance**, subrecipients must upload a Final Progress Report detailing all accomplishments throughout the period of performance into their VDEM EM Grants account. After these reports have been submitted, reviewed and approved by the Grants Office and Chief Regional Coordinators, a close-out notice will be issued which will indicate the period of performance as closed, list any remaining funds that will be deobligated and address the record retention requirements for grant records. The subrecipient must return any funds that have been drawn down, but remain unliquidated in its financial records.

### **Period of Performance (POP) Extensions**

Extensions to this program are allowed. Extensions to the initial period of performance identified in the subaward will only be considered through formal, written requests addressed to VDEM and must contain specific and compelling justifications as to why an extension is required. Subrecipients are advised to coordinate with the Grant Administrator, as needed, when preparing an extension request. All extension requests must address the following:

1. Grant program, fiscal year, and subaward ID number in vdem.emgrants.com
2. Reason for delay that must include details of the legal, policy, or operational challenges that prevent the final outlay of awarded funds by the applicable deadline
3. Current status of the activity/activities and proposed remedies to address the cause of the performance delay
4. Proposed period of performance termination date and proposed project completion
5. Amount of funds drawn down to date
6. Remaining available funds, both Federal and non-Federal
7. Budget outlining how remaining Federal and non-Federal funds will be expended
8. Plan for completion, including milestones and timeframes for achieving each milestone, and the position/person responsible for implementing the plan for completion
9. Certification that the activity/activities will be completed within the proposed period of performance without any modification to the original Statement of Work, as described in the approved budget

Extension requests will be granted only due to compelling legal, policy, or operational challenges. Extension requests will only be considered for the following reasons:

- Contractual commitments by the grant recipient with vendors or subrecipients prevent completion of the project within the existing period of performance
- The project must undergo a complex environmental review that cannot be completed within existing period of performance
- Projects are long-term by design and therefore acceleration would compromise core programmatic goals
- Where other special circumstances exist

Recipients should electronically submit all extension requests to VDEM via vdem.emgrants.com **no later than 90 days prior to June 30, 2025**.

Please initiate the steps described under **Apply For Your Allocation within 60 days from the date of this notification**. If you have any questions regarding this award, please contact Shane Ahern at shane.ahern@vdem.virginia.gov.

Sincerely,

*Cheryl Adkins*  
Cheryl Adkins  
Chief Financial Officer

CA/sa

cc:

Ms. Barbara Bosserman, Director of Elections  
Mr. Jack King, Director of Regional Support, East Division  
Ms. Alexa Boggs, Chief Regional Coordinator, Region 2

**Shane Ahern**

Preparedness Grants Administrator, Financial Management Bureau  
Virginia Department of Emergency Management (VDEM)  
[shane.ahern@vdem.virginia.gov](mailto:shane.ahern@vdem.virginia.gov)  
[www.vaemergency.gov](http://www.vaemergency.gov)  
(C) 804.297.4051

SHSP Grant working document:

**Proposal Description** - Please provide a summary of your project and how it addresses the project type selected in 100 words or less. Please note that if you paste in excess of this limit the text will be truncated without warning.

Funds are needed to manage physical and cyber terrorism threats in all aspects surrounding the local election process. Items include: Security cameras to monitor exterior areas where voters will arrive and ballot box; Keypads or card swiping locks to limit and track access to secure areas; Equipment to produce and track staff identification cards; Cages or similar devices to secure voting equipment at the polling locations.

**Applicant Region Description** – Identify and describe the applicant region (name, the localities, agencies, partners, etc. to include population, sq. miles, population density, and any population influx due to tourism, education, or other attractions, regional governance, and other factors.)

The Clarke County Office of Elections is an elections department operating within the locality of Clarke County Virginia. The estimated 2022 population was 15,266 with 178 sq. miles.

Clarke County is located in the northern area of the Commonwealth of Virginia bordering Loudoun and Fauquier counties. It is included in the Washington, DC Metropolitan area and home to many Northern Virginia and DC commuters.

## **National Priorities**

If applicable, select a primary national priority, and secondary national priority (optional) that the project addresses.

### **Primary National Priority**

If applicable:

1. Select a primary national priority area the project addresses.
2. Select a secondary national priority that the project addresses. (Optional)
3. Provide a detailed description of how the project addresses the national priority area(s).

Primary National Priority: NPA 6-Enhancing Election Security

### **Secondary National Priority (Optional)**

Select a secondary national priority that the project addresses.

NPA 1 – Enhancing the Protection of Soft Targets/Crowded Spaces

### **National Priority Area(s) Description**

Enhancing Election Security and the Protection of Soft Targets/Crowded Spaces can be accomplished by adding security camera to monitor activities outside the building housing the elections office during the days leading up to and on election day. Providing an awareness when potentially dangerous or destructive activities are occurring so law enforcement agencies can be notified. Cameras will also serve to record and document suspicious and/or terroristic activities surrounding the area where our ballot box is located.

Interior security such as keypads or card swiping locks will serve to protect not only the voting equipment, but staff and volunteers serving during local, state and national elections. It will also serve as an access tracking tool to monitor individuals entering/exiting secure areas.

Cages or other locking mechanisms at the polling places will serve to protect the voting equipment from tampering or destruction when deployed to the precincts prior to election day through the time the equipment is picked up after election day.

### **State THIRA Risk Characterization Description**

Describe how the project links to known/emerging threats with a nexus to terrorism as identified and referenced in the State THIRA (Step One, FEMA CPG 201 3rd Edition).

### **Threat**

Describe the threat in the applicant region. Explain the proposal's nexus to terrorism, gangs, and/or violent criminal activity. Example:

FBI reports that a state sponsored hacker is attempting to break into computers controlling transportation systems.

### **Vulnerability**

Describe the vulnerability that this proposal addresses. Example: Transportation control systems are susceptible to cyber-attack from external threat.

### **Consequence**

Describe the consequences of not funding the project. Example: The region conducted a cyber-risk assessment and determined that an attack on one or more transportation control systems would cost the region \$800 million in damage and the economy. In addition, there would be significant dread from public not accustomed to this type of event.

# Clarke County Board of Supervisors



**Berryville Voting District**  
**Matthew E. Bass**  
(540) 955-5175

**Millwood Voting District**  
**Terri T. Catlett-Vice Chair**  
(540) 837-2328

**Russell Voting District**  
**Doug Lawrence**  
(540) 955-2144

**Buckmarsh Voting District**  
**David S. Weiss – Chair**  
(540) 955-2151

**White Post Voting District**  
**Bev B. McKay**  
(540) 837-1331

**County Administrator**  
**Chris Boies**  
(540) 955-5175

To: Finance Committee

From: Chris Boies

Re: Courthouse Green Design

Date: December 1, 2023

As you are aware, the Board voted to accept the Clarke County Courthouse Green Master Plan Final Report at your August 15, 223 meeting. This report contained a very high-level conceptual design for various improvements to the areas in front of both courthouses located on Church Street. The improvements included new sidewalks, landscaping, grading, and a location for a second feature as recommended by the Monument Committee.

The next phase of the design work is Design Development. Design development involves developing detailed plans for demolition and preservation, grading, planting, lighting and furnishings, signage, and includes the selection of project materials. This work will allow us to obtain a cost estimate for the construction phase. This work does NOT include final construction documents, which would be needed to bid this project, that work will require an additional contract amendment and approval from the Board. The proposed fee from RHI for this work is \$73,425.

Also not included in the design development work is assistance for the design contest for the second feature (if the Board chooses that process for the selection of the second feature). This work is addressed in the attached letter from RHI dated November 6. For this work, RHI would work on a time and materials basis, up to \$10,000, in assisting the County in managing the design contest. It is difficult to predict at this point the amount of work involved, which is why a time and materials approach is being proposed. This work could include helping the Board develop design parameters, subject matter (who to memorialize), appropriate scale and materials, budget, participation guidelines for entrants, general submission requirements, judging criteria, etc. An article describing generally how these processes can work is attached. We also anticipate some assistance with this process from a staff person at the Virginia Museum of Fine Arts.

The process could look something like the following but it is ultimately up to the Board on how to proceed. The Board would work with RHI to determine who to memorialize or at least define the time period in history. Possible materials that could be used (or conversely listing what you don't want to see), the maximum height and width, and other design elements are defined. A key determinant for artists on whether to participate or not is the final budget. Once documents defining the parameters and budget are set, the project is released and the County accepts proposals for a defined period of time. The proposals are then reviewed, a proposal selected, and negotiations begin with the successful bidder. If negotiations

are successful, this person or group builds the feature and is paid according to the negotiated contract. From what we have learned, the more things are defined and articulated in the design parameters, the better proposals that will be received. Some key factors for the Board to consider are how do you select the person(s) to be memorialized and how the winning proposal is selected (and by whom).

If the Board wishes to move forward to the next design phase (design development), a supplemental appropriation in the amount of \$73,425 will be needed for the capital budget. As a reminder, there is currently \$200,000 designated in fund balance for this project. If the Board wishes to move forward with developing documents to initiate a design contest for the second feature, an additional supplemental appropriation of \$10,000 is needed.



# CLARKE COUNTY COURTHOUSE GREEN DESIGN DEVELOPMENT SCOPE OF WORK

RHI #54670-02  
8/23/2023

## TASKS

1. Receive new topographic and utility survey.
2. Attend an all-day kickoff meeting in Berryville. Discussion topics may include the following:
  - Confirm study area boundary.
  - Resolve program and design features for Design Development.
  - Discuss method for addressing the location of the second monument.
  - Discuss schedule including deliverable due dates and meetings with County staff and leadership.
  - Discuss engagement with BoS and others.
  - Discuss contents of the final Design Development deliverable and its usefulness for fund raising.
  - Break for lunch.
  - Field check new topographical survey and design treatment areas.
3. Prepare 3D model of the study area for use in design studies and presentations.
4. Prepare draft Design Development package including the following:
  - Demolition and Preservation plan
  - Layout and materials plan
  - Grading plan
  - Planting plan
  - Lighting and furnishings plan
  - Wayfinding plan
  - Sections, elevations, details
  - 3D model of existing and proposed design
5. Prepare cost estimate.
6. Meet with staff virtually to review draft Design Development package and cost estimate.
7. Make refinements as discussed with staff.
8. Present Design Development package to BoS Chair and Vice Chair.
9. Prepare final Design Development package and updated cost estimate based upon comments received from staff and County BoS.
10. Submit final Design Development package to staff.

## Notes:

- 1) *The process for developing the second monument is not included in this Scope of Work. The work associated with the second monument would be on a separate track in the future.*
- 2) *Scopes of Work and fee for preparation of Construction Documents and Construction Administration will be determined at the end of Design Development phase.*
- 3) *Additional meetings and presentations would be compensated for on an hourly basis.*





**CLARKE COUNTY COURTHOUSE GREEN DESIGN DEVELOPMENT  
 FEE PROPOSAL (ATTACHMENT B)  
 I #54670-02  
 8/23/2023**

<i>Phase</i>	<i>Director</i>	<i>LA / PM</i>	<i>Land Arch</i>
1. <i>Receive and review new topographic data and utility survey.</i>	0	2	0
2. <i>Attend an all-day kickoff meeting in Berryville.</i>	8	8	8
3. <i>Prepare 3D model of the study area.</i>	2	12	40
4. <i>Prepare draft Design Development (DD) package.</i>	16	40	160
5. <i>Prepare cost estimate.</i>	2	4	8
6. <i>Meet with staff to review draft DD package and cost estimate.</i>	2	2	2
7. <i>Make refinements as discussed with staff.</i>	2	20	60
8. <i>Present DD package to BoS Chair and Vice Chair.</i>	2	2	2
9. <i>Prepare final DD package and updated cost estimate</i>	2	4	20
10. <i>Submit final Design Development package to staff.</i>	0	1	0
<i>Total Labor Hours</i>	36	95	300
<i>Hourly Rate</i>	\$275	\$175	\$115
<i>Labor Fee</i>	\$9,900	\$16,625	\$34,500
<i>Direct Expenses</i>	\$200		
<i>Subtotal</i>	\$61,225		
<i>Kohnan Starkey/Cost Estimator</i>	\$12,000		
<b>RHI TOTAL FEE</b>	<b>\$73,425</b>		



# CLARKE COUNTY COURTHOUSE GREEN DESIGN DEVELOPMENT TERMS AND CONDITIONS

RHI #54670-02  
8/23/2023

**Attachment ‘D’ to “Clarke County Courthouse Green Design Development - Contract for Landscape Architectural Services”** between Clarke County ("Client" or “Owner”) and Rhodeside & Harwell, Incorporated ("Landscape Architect").

The Owner and Landscape Architect agree to the Terms and Conditions as follows.

1. If Owner directs Landscape Architect to perform services as set forth in this Agreement without signing the Agreement, such verbal direction constitutes acceptance by Owner of the terms of this Agreement including the Standard Terms and Conditions attached hereto.

2. Project Schedule

A. The anticipated start date for design work is TBD. The Outlined Scope of Work in Attachment ‘A’ will require a total of 16 normal working weeks to complete after authorization to proceed. The anticipated duration for each sequential phase is as follows.

	<u>Weeks</u>
Schematic Design	8
Design Development	8
Construction Documents	TBD
Bid Negotiation	TBD
Construction Administration	TBD

B. If Landscape Architect or its consultants are delayed or prevented from performing services for any reason beyond their control, they shall be granted an extension equivalent to the period of delay in which to complete their services and their compensation shall be equitably adjusted. Owner agrees to render decisions timely as necessary for Landscape Architect and its consultants to provide services within this schedule.

C. If the services covered by this Agreement have not been completed within 5 months of the date hereof, compensation for Landscape Architect's and its consultants' services beyond that time shall be appropriately adjusted.

3. If requested and authorized by Owner, Landscape Architect will provide Additional Services for the Project. Any service not specifically included Scope of Work in Attachment ‘A’ is considered an Additional Service. Services will be billed per the hourly rates included in Attachment ‘B’ Fee Proposal.

A. Hourly rates are subject to an escalation rate of 3-5% per annum.

4. Fees and expenses shall be billed monthly and payable within fourteen days of receipt of invoice for services rendered to date. Amounts unpaid 30 days after the invoice date shall bear simple interest at the rate of 1 1/2% per month. No phase will be started until the previous phase’s payment has been received.

5. Inquiries and questions regarding any invoice shall be made within 14 days of receipt of the invoice. Failure to notify Landscape Architect within this time period shall constitute a waiver of any claim with respect to the content or accuracy of the invoice as well as acceptance of the services provided.

6. Owner agrees to pay reasonable attorney's fees, agency fees and other expenses or losses, prior to and through any trial and subsequent proceedings, incurred by Landscape Architect in the event Landscape Architect employs the services of an attorney or agency to collect sums due hereunder or to enforce any terms contained herein.

**CLARKE COUNTY COURTHOUSE GREEN  
DESIGN DEVELOPMENT  
TERMS AND CONDITIONS**

RHI #54670-02  
8/23/2023

7. **Owner's Responsibilities**
  - A. Owner shall provide full information regarding the requirements and budget for the Project and Landscape Architect and its consultants and their respective representatives and agents (hereafter "Landscape Architect") shall be entitled to rely on the accuracy and completeness thereof. Owner, for its own benefit may, from time to time on its own or retain others to perform certain tests, inspections, and analyses or other information and materials for use by Landscape Architect. Landscape Architect may and is expected to rely on such tests, inspections, analyses, opinions, data, reports, materials and other information without the need for independent evaluation and/or verification. Moreover, Owner agrees to indemnify, defend and hold Landscape Architect harmless from any and all losses, damages, and claims of any nature which may in any way arise out of or in connection with the use by Landscape Architect of the tests, inspections, analyses, opinions, data, reports, materials and other information prepared by Owner or others and furnished to Landscape Architect in connection with this Project.
  - B. Landscape Architect's Scope of Services does not provide for continuous supervision or exhaustive inspection of the work performed by the Contractor or subcontractors.
  - C. If Owner or Contractor becomes aware of any discrepancies, errors, or omissions in the Contract Documents, or of any unanticipated job or site conditions, or of any fault or defect in the Project or nonconformance with the design documents, or of any proposed field revisions, prompt written notice thereof shall be given by Owner to Landscape Architect.
  - D. Owner has the responsibility for the cost of construction and any costs that vary from or exceed any estimates or budgets.
  
8. **Contractor's Responsibilities** Landscape Architect shall be responsible only for the design shown in Landscape Architect's Contract Documents. Owner shall specifically hold Landscape Architect harmless from any and all claims or damages arising from or relating to the Contractor's failure to properly perform the work. Furthermore, Landscape Architect shall not be responsible for or have control over the means, methods, procedures of construction, dimensions, quantities or instructions for installation or performance of equipment or systems designed by the Contractor or site safety precautions employed by the Contractor or subcontractors on the Project, which remain the sole responsibility of the Contractor.
  
9. **Standard of Care.** Landscape Architect will perform services under this Agreement, consistent with that level of care and skill ordinarily exercised by members of Landscape Architect's and its consultants' profession, practicing under similar circumstances in the same or similar locality in the same period of time. No guarantees or warranties are included or intended in this Agreement or in any representation, opinion or otherwise of Landscape Architect. This representation and warranty are in lieu of all other warranties and representations, either express or implied.
  
10. **Use of Landscape Architect's Documents**
  - A. Documents prepared by Landscape Architect are Instruments of Service for use solely with respect to this Project. Landscape Architect retains all common law, statutory and other reserved rights, including the copyright thereto. Owner will not use or permit the reuse of the Instruments of Service except, as a condition precedent, by mutual agreement in writing with Landscape Architect.
  - B. Provided Owner is not in default under this Agreement, Owner may retain copies solely for information and reference in connection with occupancy and maintenance of the Project. However, such documents are not intended or represented to be suitable for use by Owner or others on extensions of the Project, for completion or implementation of the Project by others, or any other project. Owner further agrees to waive all claims against Landscape Architect resulting in any way from unauthorized changes or use of the Instruments of Service or completion of the Project without Landscape Architect's involvement.

**CLARKE COUNTY COURTHOUSE GREEN  
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8/23/2023

11. Construction Administration Services.
  - A. If Landscape Architect is required to assist Owner in bidding or in determining whether cause exists to terminate a contractor, pursuant to the terms of this Agreement or the construction contract, then Owner agrees to indemnify, defend and hold Landscape Architect harmless from any and all losses, damages and claims of any nature, which may in any way arise out of Landscape Architect's rendering of good faith advice to Owner on these topics.
  - B. Landscape Architect's visits to the construction site shall be for the sole purpose of becoming generally familiar with the progress and quality of the construction work within Landscape Architect's scope and to determine in general if the work, when completed, will be in accordance with the Contract Documents.
  
12. Termination, Suspension or Abandonment
  - A. In the event Landscape Architect does not receive payment when due, Landscape Architect may terminate or suspend services without breach of contract upon giving Owner seven (7) days written notice. In the event services are terminated or suspended, Landscape Architect has no obligation to deliver documents and any consequences (including delay) resulting from such termination or suspension are the sole responsibility of Owner. Landscape Architect shall be compensated for all services performed up to the date of termination together with all reimbursable expenses then due. Owner has the obligation to return all documents if Owner is in default under this Agreement.
  - B. Failure of Owner to make payments to Landscape Architect in accordance with this Agreement shall be considered substantial nonperformance and is sufficient cause for Landscape Architect to either suspend or terminate services.
  
13. Limitation of Liability. There are a variety of risks which potentially affect Landscape Architect by virtue of entering into an Agreement to perform professional services on Owner's behalf. In order for Owner to obtain the benefit of a fee which does not need to account for unlimited risks, Owner agrees to limit Landscape Architect's liability to Owner. To the fullest extent permitted by law, the total liability of Landscape Architect with regard to the Project under any and all theories of liability shall be limited to the total fee paid to Landscape Architect only, not including consultants, for the Project. Limitations on liability provided in the Agreement are business understandings between the parties and shall apply to all theories of liability, including breach of contract or warranty, tort including negligence, strict or statutory liability, or any other cause of action. No director, officer, shareholder, employee, representative or agent of the Landscape Architect shall have any individual liability to Owner. The limits of liability may be negotiated with appropriate compensation to Landscape Architect. Each party waives consequential damages for claims, disputes or other matters in question arising out of or relating to this agreement. Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action in favor of, any other person.
  
14. Insurance. Owner is obligated to carry adequate liability, property and fire insurance on the property where the Project is located for the duration of this Agreement and construction of the Project. Owner must present Landscape Architect with a certificate of insurance upon the signing of this Agreement. Owner hereby releases Landscape Architect from any liability for any loss or damage notwithstanding that such loss, damage or liability may arise out of the act or omission of Landscape Architect, if such loss or damage is covered by insurance benefiting Owner or was required to be covered by insurance pursuant to this Agreement.
  
15. Mediation/Litigation.
  - A. In addition to, and as a condition precedent to litigation, the parties shall endeavor to settle claims or disputes by non-binding mediation, in accordance with the Construction Industry Mediation Rules of the American Arbitration Association then in effect, unless the parties mutually agree otherwise. Any mediation shall be conducted in the [Commonwealth of Virginia] [District of Columbia].

**CLARKE COUNTY COURTHOUSE GREEN  
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- B. If mediation fails to resolve the claims or disputes, then all claims, disputes or other matters in question arising out of or related to this Agreement shall be determined by the [Circuit Court of Alexandria, Virginia] [Superior Court of Washington, D.C.] or the United States District Court for the [Eastern District of Virginia] [District of Columbia].
  - C. This Agreement shall be governed by the laws of the [Commonwealth of Virginia] [District of Columbia].
  - D. Both parties specifically waive their right to a jury trial to resolve any and all claims, including but not limited to those sounding in contract, tort or statute, against the other arising out of or connected in any way to the Project or this Agreement because the parties hereto believe that the complex commercial and professional aspects of their dealings with one another make a jury determination neither desirable nor appropriate.
- 16.** Limitation on Years to Bring Claim. Any and all claims and/or causes of action between the parties arising out of or relating to this Agreement shall be brought by either party within two (2) years of substantial completion of the Project or termination of this Agreement whichever is sooner.
- 17.** Assignment of Claims. Neither party shall assign nor transfer its interest or any claim arising under or related to this Agreement, including interest in and claims for any moneys due or to become due, without the written consent of the other party. Any such assignment or transfer shall be deemed void and invalid, the assignee shall acquire no rights as a result of any such assignment and the non-assigning party shall not recognize any such assignment.
- 18.** Certificate of Merit. Owner shall make no claim for professional negligence, either directly or in a third party claim, against Landscape Architect unless Owner has first provided Landscape Architect with a written certification executed by an independent design professional currently practicing in the discipline of the alleged defective design and licensed in the jurisdiction with the project is located. This certification shall: a) contain the name and license number of the certifier; b) specify each and every act or omission that the certifier contends is a violation of the applicable standard of care; and c) state in complete detail the basis for the certifier's opinion that each such act or omission constitutes such a violation.
- 19.** Access to Site. Landscape Architect shall have access to the Project site at all reasonable hours and shall be permitted to photograph the Project during construction and upon completion for its records and future use. Landscape Architect shall have the right to take photographs and make other reasonable promotional use of the Project, and Landscape Architect shall be given appropriate credit on all construction signs or other promotional materials concerning the Project.
- 20.** Hazardous Materials. Landscape Architect shall have no responsibility for the discovery, presence, handling, removal or disposal of or exposure of persons to hazardous materials in any form at the Project site, including but not limited to asbestos, asbestos products, polychlorinated biphenyl (PCB) or other toxic substances.
- 21.** Hidden Conditions. The Instruments of Service are based on observable conditions. A condition is hidden if it is concealed by existing finishes or cannot be investigated by reasonable visual observation. In the event Landscape Architect, in the performance of the services, uncovers a hidden condition, Landscape Architect shall not be responsible for costs associated with repairing, restoring, removing or otherwise correcting said condition. Landscape Architect shall have no responsibility for hidden conditions or any subsequent damage to persons or property related to any hidden conditions.
- 22.** Betterment. If due to Landscape Architect's breach of the standard of care, any required item or component of the Project is omitted from Landscape Architect's construction documents, Landscape Architect shall not be responsible for paying the cost to add such item or component to the extent that such item or component would have been otherwise necessary to the Project or otherwise adds value or

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betterment to the Project. In no event will Landscape Architect be responsible for any cost or expense that provides betterment, upgrade or enhancement of the Project.

- 23.** Covenant Not to Sue. Owner shall assure that the following covenant not to sue is contained in all other contractor agreements, and shall assure its enforcement: Contractor, or any successor, assignee or subrogee of Contractor, agrees not to bring any civil suit, action or other proceeding in law, equity or arbitration against Landscape Architect, or the officers, employees, agents or consultants, of Landscape Architect, for the enforcement of any action which Contractor may have arising out of or in any manner connected with the Project. Landscape Architect, its officers, employees, agents, and consultants are intended third-party beneficiaries of this covenant not to sue, who are entitled to enforce this covenant in law or equity.
- 24** Responsibility for Construction Cost:
- A. If the budget for the Cost of the Work for This Part of the Project is exceeded by the lowest bona fide bid or negotiated proposal, the Owner will decide to:
1. Give written approval of an increase in the budget;
  2. Authorize rebidding or renegotiating of the Project within a reasonable time;
  3. Terminate this Agreement;
  4. Direct the Landscape Architect to revise the Project scope and quality as required to reduce the Cost of the Work.
- B. If the Landscape Architect is instructed to proceed under Paragraph 24.A.4 above, the Landscape Architect, without additional compensation, shall modify the documents for which the Landscape Architect is responsible, so that the Landscape Architect may bear a reasonable portion of the burden of reducing the Cost of the Work for This Part of the Project as necessary to comply with the Owner's budget for the Cost of the Work. The modification of such documents without cost to the Owner shall be the limit of the Landscape Architect's responsibility under Paragraphs 12 – 13.
- 25** Neither party shall assign nor transfer its interest or any claim arising under or related to this Agreement, including interest in and claims for any moneys due or to become due, without the written consent of the other party. Any such assignment or transfer shall be deemed void and invalid, the assignee shall acquire no rights as a result of any such assignment and the non-assigning party shall not recognize any such assignment. Nothing contained in this agreement shall create a contractual relationship with, or a cause of action in favor of, any other person.
- 26** Landscape Architect shall acquire and maintain insurance at the limits as required below. Landscape Architect shall furnish to Owner certificates of insurance, evidencing the insurance required by this paragraph, and shall give at least thirty (30) days prior written notice to Landscape Architect in the event of cancellation, reduction, or non-renewal of such insurance. Landscape Architect shall add Owner as an additional insured on its policies except for professional liability insurance. Each policy and the certificates of insurance will include a Waiver of Subrogation. All policies shall be provided by an insurance carrier acceptable to Owner and rated by A. M. Best as "A-" or better. The cost of this insurance is at Landscape Architect's sole cost and expense. Landscape Architect shall be insured by and provide evidence of coverage for, at a minimum, the following:
- A. Comprehensive general liability insurance policy or policies provided by an acceptable insurance carrier with combined single limit bodily injury and property damage in the amount of at least \$1 Million.
  - B. Vehicular insurance for all vehicles used by Landscape Architect, its servants and agents, with combined single limit bodily injury and property damage for at least \$1 Million.
  - C. Statutory Worker's Compensation and Employers Liability Insurance.

**CLARKE COUNTY COURTHOUSE GREEN  
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- D. Errors and Omissions Liability coverage in the minimum amount of at least \$1 Million per claim and \$1 Million annual aggregate.
- E. Umbrella insurance of at least \$1,000,000 per occurrence providing additional coverage beyond the limits of all of the above referenced coverages.

**27** If any term or provision in this Agreement or application thereof shall be held to be invalid, the invalidity shall not affect the other terms and provisions of this Agreement which can be given effect without the invalid provision or applications, and to this end the provisions of this Agreement are declared to be severable.

END



November 6, 2023

Chris Boies, County Administrator  
Clarke County  
101 Chalmers Court, Suite B  
Berryville, VA 22611  
cboies@clarkecounty.gov

**Re: Courthouse Green Public Art Competition**

RHI #: 54670

Dear Chris,

Rhodeside Harwell (RHI) is delighted to have the opportunity to work with the County in preparing to launch a public art competition with the goal of commissioning a new monument for the Clarke County Courthouse Green.

As an initial step, RHI has agreed to provide professional services to the County in developing the process to be undertaken to carry out the competition in a time and materials effort not to exceed \$10,000 in fees for services performed.

RHI will perform research and discovery as well as meeting with representatives of the Virginia Museum of Fine Arts, the Clarke County Board of Supervisors, and other parties as requested by the County. RHI will help to define and document the County's goals and governing parameters for the competition and an outline of the process to be undertaken to execute the public art competition.

In order to formalize our agreement, please review the brief Terms and Conditions below, and indicate your acceptance of this contract by signing both original copies and returning one signed original to us.

**Terms and Conditions:**

Rhodeside Harwell (RHI) will perform services under this Agreement, consistent with the level of care and skill ordinarily exercised by members of Landscape Architect's and its consultants' profession, practicing under similar circumstances in the same or similar locality in the same period of time.

Documents prepared by RHI are Instruments of Service for use solely with respect to this Project to be used by Clark County (Client) as the basis for defining the scope of work to assist in carrying out the public art competition. RHI retains all common law, statutory and other reserved rights, including the copyright thereto. The County will not use or permit the reuse of the Instruments of Service except as a condition precedent by mutual agreement in writing with RHI.

Client agrees to waive all claims against RHI resulting in any way from unauthorized changes or use of the Instruments of Service, for completion of the Project without RHI's involvement, or for use of the Instruments of Service on other Projects.



Payments are due and payable thirty (30) days from the date of the RHI's invoice. Amounts unpaid thirty (30) days after the invoice date shall bear interest at the rate of 1.5% per month. In the event of termination of this Agreement prior to the completion of the Project, RHI shall be compensated for services performed prior to termination, together with Reimbursable Expenses then due.

Sincerely,  
**Rhodeside Harwell**

Accepted,  
**Clarke County, VA – Chris Boies**

 11/6/2023

Elliot Rhodeside, Director      Date  
Director

\_\_\_\_\_  
Name:                                      Date  
County Administrator

**Design Competition Organization Guidelines**

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This page describes how design competitions should be organized, different competition phases and actions that should be taken in each step is defined.

**Guidelines for Design Competition Organizers**

This guideline serves to have an understanding of how a design competition should be architected, constructed, launched, managed and maintained. Each phase is explored in great detail to provide a complete understanding of the complexity, requirements and knowhow required for organization of design competitions. Upon reading this article you will have a significant amount of information and solid, scientific ideas about how a competition should be executed from planning state to post-competition.

**Phases of a Design Competition**

Design competitions have five important phases as defined: first is a planning phase which is a design process itself, second is the construction and definition phase where exact definitions are made and the competition is formed, third is the launching phase where advertising and publicity begins, fourth is the management and execution phase where entries are collected and competition is run and finally we have a post-competition phase which starts after the competition is over.

**Phase 1: Non-Linear Initial Planning Phase**

Define what and how you want to achieve. This phase is where we define the visions and mission of the competition, together with insights regarding its organization. The elements we define in this step, is for internal usage purposes, we do not necessary share them with the public such as participants or press.

**1. Define Your Organization Goals**

Define your goals by choose one or some of design competition models. There are several dozens of models that could be utilized to derive benefits to organizers, participants and the society.

*Learn More:* Business and function models of design competitions.

**2. Define Your Budget Based**

Your goal defines your budget significantly, if you aim for prestige, you will need a high budget, if you aim for procurement, perhaps you might as well organize a contest rather than a design competition. Define budget for incentives, goals, guidelines, the platform etc.

*Learn More:* Design competition organization costs and budgets.

**3. Define Target Participant Audience**

Based on your organizational goals; point out the primary participant target for your design competition. Defining the target participant audience is especially required to develop a strong communication and media strategy and to run an effective advertising campaign through focused demographic and geographic targeting.

*Learn More:* Design competition participant profiles and segmentation.

**4. Define Communication And Media Strategy**

Who do you want to reach, where is your audience located, who is the audience, what do they read, watch or listen, which sites do they visit? How to reach them without being obtrusive? How many people do you need?

*Learn More:* Communication and media strategy for design competitions.

**5. Define Participation Guidelines For Entrants**

Competition guidelines for participants is composed of the information that the participants should want; competition brief, methodology, terms and agreements, entry-rules and how to entry details, time-frame, judging panel, patrons and sponsors.

*Learn More:* Preparing participation guidelines for design competition entrants.

**6. Define Roles And Actors**

Who is who in your design competition? Imagine and explain the roles of different partakers; such as the participants, sponsors, patrons, co-organizers, legal consultants, media-partners, jury members, pr-agents, mediators, solution-providers, coordination, management and support team. Define the core actors and their responsibilities along with what they put and what they get.

*Learn More:* Core actors of a design competition.

**7. Define Participation Incentives**

In this step, you must create and define a reason to attract and convince designers take their precious time to take part in your design competition. Some incentives would be: award money, prestige, realization possibilities, job opportunities etc. Your incentives will affect the number of people significantly.



DESIGN COMPETITION ORGANIZATION  
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FOR ORGANIZERS

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to filter the participants based on your demographic or geographic targeting. This also applies, if you would need to limit the number of participants. Furthermore, you might want only to accept participants that fulfill a certain prerequisite therefore you might want to have a competition that is invite-only. Finally, you might plan to run a closed competition, for example by a predefined participant base such as your institution colleagues etc.

*Learn More:* Defining eligibility conditions and exclusivity for design competitions.

### 9. Define Submission Requirements

Submission requirements are very important to manage the competition in the future, for instance would you require physical entries for an exhibition? Do you need designers to submit higher-resolution images so that they could be used for publishing a book? Do you need entrants to submit images in certain resolutions and dimensions so that they could be easily fit to a template? These kind of questions should be answered in advance.

*Learn More:* Submission requirements for design competitions.

## Phase 2: Construction Phase

Define exactly how you will achieve your defined organizational goals and how the competition should be organized in exact and clearly defined terms. This phase could be considered where we take further action to realize our initial organization plans by making decisions for each and every aspect of the design competition. Most of the elements defined in this step will be communicated to participants.

### 1. Define Core Communication Components

You should be firstly defining the core communication components composed of design competition name, title, subtitle, description, keywords, tagline and call to action text for your design competition. This does not include the competition brief, as brief should be defined distinctly.

*Learn More:* Core communication components of a design competition.

### 2. Define Participation Channels

This is where you define how participants could be able to join your competition and also contact with the organizers. We define website or online submission forms, address for sending physical entries if any and email address etc.

*Learn More:* Participation channels for design competitions.

### 3. Define your Brief

Explain what you expect from the participants in a clear manner. It is important to note that this is not what you want to achieve; this is what you expect participants to do so that you could achieve what you intended to achieve as you defined in the initial planning phase.

*Learn More:* How to write a design competition brief.

### 4. Define Evaluation Methodology

In this step, you should choose how the entries should be evaluated, judged, scored, voted, sorted, and ordered. It is important to define the evaluation methodology clearly and in detail as this information must be communicated to participants. Some evaluation methodologies do not require jury at all, but if there is a judging panel, we should also be defining the selection criteria for jury members and other relevant details.

*Learn More:* Evaluation methodologies used in design competitions.

### 5. Define Intellectual Property Rights

This is one of the most important aspects of your design competition, and should be clearly communicated to winners. The following questions of winners should be answered: What will happen to my designs? I.e. will they get published, will I get paid from this? Will I lose rights to my designs? Will I have to transfer the rights to my design to organizer, if I am selected as a winner?

*Learn More:* Intellectual property rights in design competitions.

### 6. Define the Reward

In this step, you should define the participation reward i.e. the total benefit provided to winning or participating entrants in forms of services rendered, prize money paid or benefits provided as you defined within your budget. You must also work on and decide the design and value of award trophy, winners' certificates, the prize sum or money, and other incentives that you had decided earlier. Especially rewards must be highlighted and communicated to prospective participants.

*Learn More:* Designing rewards schemas for design competitions.

### 7. Define Time-Frame and Structure

Clearly state when competition starts accepting registrations and entries, the deadline for submissions and registrations, the date of evaluation or judging, the duration of judging period, the date when the results are announced, and other dates where rewards are provided or services are given. Also define any foreseen deadline extensions, and structuring of the competition such as single phase, ladder etc.

*Learn More:* Time-Frame and structure of design competitions.

### 8. Define Participation Agreement

Based on the intellectual property rights, the evaluation methodology, and awards and prizes that you have selected, prepare a participation agreement for the entrants. The agreement must be carefully constructed to avoid future conflict and should be clearly made available to entrants.

*Learn More:* Participation and registration agreements for design competitions.

## Launching Phase

Before the competition could be launched, we should realize and communicate the prior choices, for instance by preparing visuals, posters, the website and also by launching the required advertisement and public relations campaigns.

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important to provide trust to the participants.

*Learn More:* Visual and communication materials design for design competitions.

### 2. Build or Choose the Participation Channel

Make sure your participation channel is active and works as intended and your competition is open to submissions. If you have built your own participation channel, you should also test it before its release. Make sure that your participation channel does not impose limits and restrictions that might lead to frustration, provide people multiple ways to join.

*Learn More:* Limitations and restrictions of different participation channels.

### 3. Define Management & Staff

In this step, you should define a management and assign staff for your competition. Try to answer the following questions: Who is going to answer the questions of the participants? Who will deal with the participants' issues? Who will help participants to upload images or to download brief? Who will be contacting magazines, media and press for advertising inquiries? Etc. Some of these functions might also be outsourced too.

*Learn More:* Managerial and staff requirements for organizing design competitions.

### 4. Quality Assessment

Before you would launch your competition, it might be a good idea to have an expert consultation regarding how well it would perform based on the brief, jury, budget, and other details. We have defined an in-depth system to determine the intrinsic quality score of a design competition based on all the transparency and key criteria that defines the competition.

*Learn More:* Quality score and assessment of design competitions.

### 5. Launch the Competition

Kick-start the design competition by aiming to reach the target audience. You should be using both your traditional channels and online channels to spread the word, for example through online advertising, press releases, public relation campaigns, asking friends, announcing through your social media channels, existing websites and direct advertising at magazines and other media, newsletter marketing and others.

*Learn More:* Public announcement and launching a design competition.

## Management Phase

In this phase, we have the platform ready, and the competition has already been launched after the public announcements. Now, we should be obeying the timeline that we have already announced.

### 1. Registration or Application Period

In this time period, entrants are able to register themselves by applying to take part in the competition. In most cases a single registration option could be used which immediately allows submission of entries, but in other scenarios, you might want to first filter the applicants. While registration, the most important aspect is to make sure that the participants agree to the terms and conditions.

*Learn More:* Managing registrations for design competitions.

### 2. Entry Collection Period

This is the most important time period where the participants are able to make submissions to the competition. These entries should meet the previously defined submission requirements, and a system should be provided to let designers know that their entry has been received and processed. Advanced systems would also allow designers to modify or withdraw their submissions until the competition is announced.

*Learn More:* Collecting submissions and entries for design competitions.

### 3. Interaction and Engagement Period

At this step, the organizer has the ability to provide feedbacks to entries through direct comments to designs, preliminary judging, initial scoring, first screening and via other mechanisms. Interaction period is usually parallel to the entry collection period and is very important to increase the number and quality of entries significantly if made correctly.

*Learn More:* Increasing number of entries and quality of submissions in a design competition.

### 4. Extension Period

Deadline extension is a systematic tool used commonly by competition organizers due to the "I'll do it the last day" approach of participating designers. The extensions allow significant number of additional design entries, and also provide opportunity to run a more effective advertising campaign as designers usually get serious in the last two weeks of a competition.

*Learn More:* Deadline extensions for design competitions.

### 5. Judging Period

Judging should be made at the time defined in the evaluation methodology. Some models allow you to have continued judging while the participation is still open, however more prestigious competition models require that the final judging is made only after the entry collection period is over.

*Learn More:* Judging entries in a design competition.

### 6. Announcing Results

In order to avoid any frustration, competition results must be announced as stated in the initial communication, and furthermore non-winners should be provided feedbacks or status updates. Results are usually announced by a press release, during a gala-night or through online channels. There exists best practices such as building special platforms, sharing photographs in social networks and others which could significantly increase the reach and impact of results announcements.

*Learn More:* Announcing results of a design competition.

### 7. Rewarding Winners

Rewards promised to award winners or runner-ups should be delivered as stated in the initial competition announcement and call for participation. In some cases, there might be tax issues for paying monetary awards

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There are several times, when the organizer should devote a significant budget for advertisement. Especially the following events should be communicated and advertised extensively: Call for submissions announcement, entries open announcement, two-weeks before deadline announcements, three-days left announcement, results-announced announcement, and winners-rewarded announcements.

*Learn More:* Announcement and publicity periods for design competitions.

## Post-Competition Maintenance Phase

At this phase, the competition is already over for the participants, but it is not indeed yet over for the organization. There are a few elements to be considered such as evaluation of results, further maintenance of the platform and others.

### 1. Evaluating Results and Goals Achievement

A Survey could be organized to measure how the organization of the design competition affected the partakers. Furthermore, media analysis could be run to assess the publicity impact of the competition organization as well. In addition, you could confirm the competition statistics to decide if the predefined goals are met. The evaluation is necessary in order to understand if it was worth to organize the competition in the first place. *Learn More:* Assessing the success of a design competition.

### 2. Planning for the Next Year

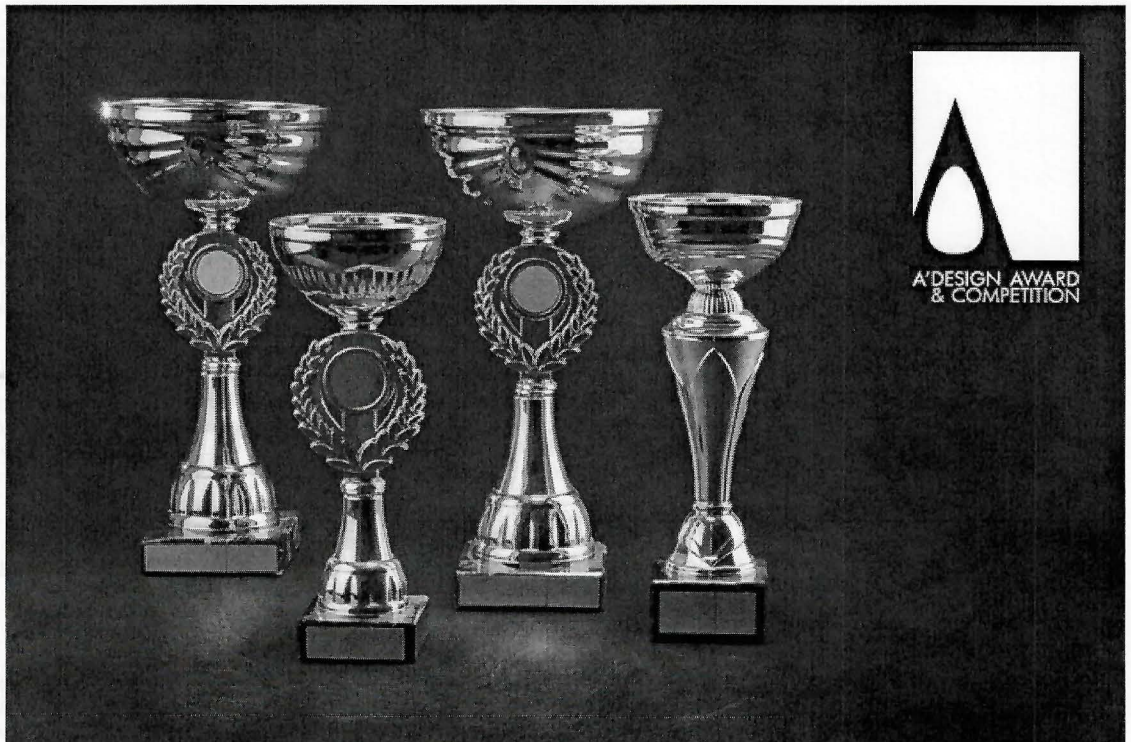
Based on the evaluation of the results and the achievement status of the goals, a new version of the design competition could be conceived, with improvements based on the feedbacks, testimonials and suggestions provided by the participants in order to provide a better, more positive experience for future entrants. *Learn More:* Improving a design competition based on participant feedbacks and survey.

### 3. Keeping the Communication Active

After the competition is over, it is intelligent to keep the platform open as it would lead further press appearances and publicity for the organizers and winners. Furthermore, the platform can be later re-vitalized in order to arrange a new version of the competition. However, your platform might die if communication might be ceased for a long period of time, therefore it is good to keep past participants informed every once in a while. *Learn More:* Engaging current and past design competition participants.

## Further Details & Knowhow:

- Fully Custom Design Competitions where A' Design Award organizes everything and provides full support for Competition Management, IT Functionality and Public Relations.
- Custom Design Competitions which run at A' Award website using our existing IT Platform and Participant Base.
- Learn also about different Sponsorship Types which could be an alternative to organizing a design competition.
- Learn about How to Write a Design Competition Brief to get the most out of your design competition organization.



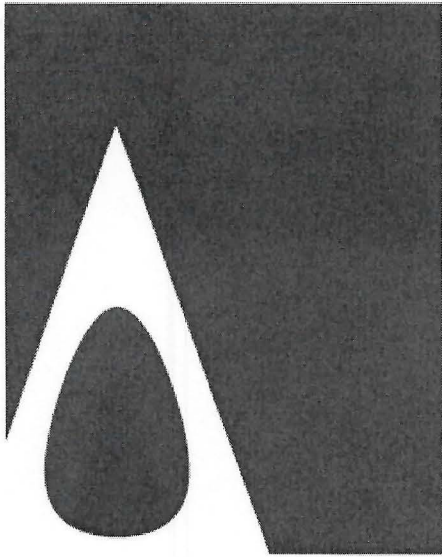
Do not try to organize your own design competition yourself; let us organize your design award by making use of our extensive experience, research and technology.

# A'DESIGN AWARD & COMPETITION

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# A'DESIGN AWARD & COMPETITION

## BENEFITS

- THE DESIGN PRIZE
- WINNERS SERVICES
- PR CAMPAIGN
- PRESS RELEASE
- MEDIA CAMPAIGNS
- AWARD TROPHY
- AWARD CERTIFICATE
- AWARD WINNER LOGO
- PRIME DESIGN MARK
- BUY & SELL DESIGN
- DESIGN BUSINESS NETWORK
- AWARD SUPPLEMENT

## METHODOLOGY

- DESIGN AWARD JURY
- PRELIMINARY SCORE
- VOTING SYSTEM
- EVALUATION CRITERIA
- METHODOLOGY
- BENEFITS FOR WINNERS
- PRIVACY POLICY
- ELIGIBILITY
- FEEDBACK
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- AWARD YEARBOOK
- AWARD GALA NIGHT
- AWARD EXHIBITION

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- RESULTS ANNOUNCEMENT

## CONTACT US

- CONTACT US
- GET SUPPORT

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# Clarke County Board of Supervisors



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(540) 955-5175

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(540) 837-2328

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**Buckmarsh Voting District**  
**David S. Weiss – Chair**  
(540) 955-2151

**White Post Voting District**  
**Bev B. McKay**  
(540) 837-1331

**County Administrator**  
**Chris Boies**  
(540) 955-5175

To: Finance Committee

From: Chris Boies

Re: Opioid Funding

Date: December 1, 2023

As was discussed with the full Board, we convened a small work group to discuss possible uses for the opioid abatement funds received by the County. These funds are the result of a number of legal settlements being handled through the Virginia Attorney General's office. An allocation formula was developed to decide what percentage each locality received. To date Clarke County has received \$39,300. In addition to what has been received, various settlement schedules show the County receiving several thousand dollars a year going forward. There are also other settlements being considered by the courts, which may result in more funds for the County.

There are a number of restrictions on the use of these funds and some slight rule variations among the different settlement agreements. It is advised that localities apply the strictest rules for the expenditure of these funds to avoid any issues down the road with compliance (described as the gold standard). There is also additional funding the County can apply for through the Virginia Opioid Abatement Authority but there are strings attached to this funding also.

The work group discussed various possible uses of these funds. We reached out to Fire/Rescue, the School System, Sheriff's Office, and Social Services about possible uses for these funds. Below are the responses received:

Fire/Rescue-not interested

Sheriff's Office-interested in an early warning software, could be \$3,500 a year, meeting vendor in February.

Social Services-will develop a proposal to be included in the FY 25 budget.

Schools-They had a proposed use but it was covered through another funding source, may propose something for FY 25.

At this point there is no need for action by the Finance Committee. It is possible there will be a request for supplemental appropriation in the spring from the Sheriff's Office for the software program. Otherwise, requests for this available funding will come through the FY 25 budget process.

Commonwealth of Virginia  
Opioid Abatement Authority  
701 E. Franklin St., Suite 803  
Richmond, Virginia 23219

October 27, 2022

Chris Boies, County Administrator  
Clarke County  
101 Chalmers Court, Suite B  
Berryville, VA 22611

Via email to [cboies@clarkecounty.gov](mailto:cboies@clarkecounty.gov)

Dear Mr. Boies,

Earlier this year the Commonwealth of Virginia and all 133 cities and counties unanimously agreed to settle litigation involving several prescription opioid manufacturers and distributors. In accordance with a prior agreement between the Commonwealth and its cities and counties, 30% of all opioid settlement funds are paid directly to the cities and counties,<sup>1</sup> 15% to the Commonwealth, and 55% to the Opioid Abatement Authority (OAA). The OAA then further distributes funds to cities, counties, and state agencies.

Because your county is participating in these settlements, and because you will be eligible to draw additional funds from the OAA, I am writing to introduce myself and offer the assistance of the OAA with any questions you and your organization may have.

I have included the following key pieces of information for your review:

1. Estimated payments to your county from executed settlements;
2. Key considerations for city and county leaders; and,
3. An offer from the OAA to incentivize each city or county to meet the OAA's "gold standard" best practices pertaining to the use of settlement funds and data reporting.

I would like to call your specific attention to item #3 listed above. The OAA Board of Directors is offering each locality a generous and time sensitive incentive for the meeting OAA's "gold

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<sup>1</sup> The actual distribution to cities and counties is 22.5% because 7.5% is held in escrow on behalf of the localities in order to maintain a deficiency fund as described in the agreement.



October 27, 2022  
Page 2

standard” best practice in the use of your direct share opioid settlement funds. If your county would like to take advantage of this offer there are immediate steps you may need to take (as noted in the attachment).

Since additional opioid-related settlements may occur in the future, the OAA would like to establish an effective partnership with each city and county to ensure we are prepared to maximize the value and impact of these funds in combatting the opioid epidemic.

If you have any questions please contact me on my cell phone at (804) 572-8718 or by email at [tmcdowell@voaa.us](mailto:tmcdowell@voaa.us).

Sincerely,

*Anthony E. McDowell*

Anthony E. McDowell  
Executive Director

## Estimated Opioid Settlement Payment Schedule

Disclaimer: This worksheet provides an estimate of the annual payments that may be provided to your locality, based on best information currently available, in order to assist with longer term planning. Actual amounts are likely to vary depending on a number of possible variables that could impact the actual annual payments at both the national and statewide levels. Cities and counties are encouraged to seek out legal and financial confirmation of payments.

*"Distributors" means settlement payments from McKesson, AmerisourceBergan & Cardinal Health*

*"Janssen" means settlement payments from Janssen Pharmaceuticals (J&J)*

*"From OAA" means the amount reserved for the locality by the Opioid Abatement Authority*

*"25% Incentive" means the incentive from OAA to increase locality share in return for treating all opioid settlement funds in accordance with OAA requirements*

Clarke Settlement Funds FY 2022-2039					
<u>Fiscal Year</u>	<u>Distributors</u>	<u>Janssen</u>	<u>From OAA</u>	<u>Total</u>	<u>25% Incentive</u>
FY 2022	5,083	0	0	5,083	0
FY 2023	5,342	20,349	11,284	36,975	2,821
FY 2024	5,342	0	1,959	7,301	490
FY 2025	6,686	0	2,452	9,138	613
FY 2026	6,686	0	2,452	9,138	613
FY 2027	6,686	1,026	2,828	10,540	707
FY 2028	6,686	1,026	2,828	10,540	707
FY 2029	7,864	1,026	3,260	12,150	815
FY 2030	7,864	1,307	3,363	12,533	841
FY 2031	7,864	1,307	3,363	12,533	841
FY 2032	6,610	1,307	2,903	10,820	726
FY 2033	6,610	0	2,424	9,034	606
FY 2034	6,610	0	2,424	9,034	606
FY 2035	6,610	0	2,424	9,034	606
FY 2036	6,610	0	2,424	9,034	606
FY 2037	6,610	0	2,424	9,034	606
FY 2038	6,610	0	2,424	9,034	606
FY 2039	6,610	0	2,424	9,034	606
<b>Total</b>	<b>\$ 118,985</b>	<b>\$ 27,348</b>	<b>\$ 53,656</b>	<b>\$ 199,989</b>	<b>\$ 13,414</b>

**Opioid Settlement Funds  
and the  
Opioid Abatement Authority**

**Key Considerations for City and County Leaders**

1. As of October 18, 2022, two settlements have been finalized resulting in funds being distributed to the Commonwealth of Virginia and its cities and counties. Although these two settlements are similar, there are differences between them.
  - Cities and counties are receiving direct payments from the Distributors' Settlement (McKesson, Carinal Health, and AmericaSource Bergen) from 2022 through 2038.
  - Cities and counties are slated to receive payments from the Johnson & Johnson / Janssen Settlement from 2022 through 2031. The 2022 payment will include the value of the first four years, and then there will be no payments in 2023, 2024, and 2025. Payments will resume in 2026 and continue through 2031.
2. The settlement agreements address the uses and limitations of the funds received by cities and counties directly from these settlements. The settlement agreements are incorporated into a court order; therefore, any party with standing before the Court in these agreements can seek judicial remedies should that party feel the agreement is not being upheld by another party.
3. Each subsequent opioid settlement or award that is achieved by the Commonwealth is expected to be somewhat different from the others, as a result of the negotiations that were utilized to arrive at the agreement.
4. Regardless of the variation and differences that may exist between the different settlement agreements, the requirements imposed by the OAA will always meet or exceed the requirements of the individual settlement agreements. The OAA strongly recommends all cities and counties apply the OAA's "gold standard" best practices over the use of the direct share settlement funds that the cities and counties receive from the settling companies. The OAA is also offering a financial incentive to localities that agree to adopt these "gold standard" best practices (see attached).
5. Each city and county is entitled to a share of the OAA's annual abatement fund. In order to obtain this share, the city or county must apply for the funds, indicating the use and agreeing to certain terms and conditions.

6. On January 19, 2023, the OAA will open the application period for OAA funds to cities and counties. On this day the OAA will provide an in-person workshop with detailed information on the funding program. This workshop will be held in Richmond, Virginia, during a joint meeting of the Virginia Association of Counties and the Virginia Municipal League. Online information will also be provided for those who cannot attend in person.
7. **Here are steps you may need to take immediately in order to be able to take advantage of the OAA's incentive offer:**
  - a) Ensure that all opioid settlement revenues and expenditures are accounted for in a manner that ensures these funds can be reported the OAA at a later date.
  - b) Any expenditures of opioid settlement fund need to be in accordance with the allowable uses listed in the national settlement agreement "Exhibit E" which can be found on the OAA website at [www.voaa.us](http://www.voaa.us)
  - c) In order to be eligible for the OAA incentive, no opioid settlement funds can be used to supplant locally funded efforts, and no indirect charges are allowed at the local level.
  - d) If possible, the OAA recommends implementing and maintaining performance measures connected to all opioid settlement expenditures, including (for example) such factors as the number of clients served, amount of hours of education provided, etc.

*City and County Leaders,*

*The following policy was adopted by the Opioid Abatement Authority Board of Directors on October 24, 2022.*

*Any city or county that chooses to accept the incentive offer that is described in this policy should take steps immediately to ensure its opioid settlement funds are expended only as described in the policy and that careful financial records be maintained over the use of those funds.*

*For more information please contact:*

*Mr. Adam Rosatelli, Director of Finance  
Opioid Abatement Authority  
(804) 629-0522  
arosatelli@voaa.us*

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## **POLICY TO INCENTIVIZE CITIES AND COUNTIES TO USE AND REPORT DIRECT DISTRIBUTIONS FROM OPIOID SETTLEMENTS BY MEETING THE OAA “GOLD STANDARD”**

The Board of Directors (“Board”) of the Opioid Abatement Authority (“OAA”) is statutorily required to allocate a specific portion of the Opioid Abatement Fund (“Fund”) to each participating city and county (*see* Virginia Code § 2.2-2374(D)(2)). For purposes of this policy, this allocation will be referred to as the “OAA Distribution.”

In turn, each participating city and county has statutory obligations attached to the receipt of OAA Distributions (*see* Virginia Code § 2.2-2370(A)). These obligations are summarized below. For purposes of this policy these statutory obligations will be referred to collectively as the OAA “Gold Standard.”

- Participating cities and counties will only utilize OAA Distributions to fund efforts designed to treat, prevent, or reduce opioid use disorder or the misuse of opioids through evidence-based or evidence-informed methods, programs, or strategies;
- Participating cities and counties shall not supplant funding of an existing program nor collect indirect costs; and
- Participating cities and counties shall provide the Authority with information on implementation of said methods, programs, or strategies and allow such monitoring and review as may be required by the Authority.
- Participating cities and counties must agree to certain base terms and conditions established by the OAA Board of Directors before receiving any OAA Distributions.

In addition to receiving the OAA Distribution, each participating city and county will also receive distributions directly from the settling companies. For purposes of this policy, this allocation will be referred to as the “Direct Distribution.”

The use and reporting requirements of the Direct Distribution are outlined in the nationally-negotiated settlement agreements and not through State statute. These use and reporting requirements are not as stringent nor as clear as the OAA’s Gold Standard, and in fact the OAA Gold Standard will always meet or exceed the requirements of the settlement agreements.

To encourage participating cities and counties to use all of their Direct Distribution funds fully for remediation and abatement, and to encourage participating cities and counties to report the use of their Direct Distribution funds to the OAA for the purpose of ensuring statewide adherence to the various settlement agreements, the Board hereby offers a voluntary financial incentive to each participating city and county. For each fiscal year that a participating city or county agrees to use and report their Direct Distribution funds according to the same standards they are required to use and report their OAA Distribution funds (i.e., the Gold Standard), the Board agrees to increase that city or county’s OAA Distribution by 25% above the base amount for that same fiscal year.

As noted above, each year that a city or county applies for any OAA Distribution, it must first agree to a set of base terms and conditions set by the OAA Board. In addition to those base terms and conditions, there will also be an additional set of extra terms and conditions that only apply to cities and counties that elect to participate in the incentive. These extra terms and conditions will specify the requirements for participating in the incentive. In short, each city or county will communicate its decision as to whether it will participate in the incentive by completing and submitting this additional set of terms and conditions.

# Virginia's Opioid Settlements and the Opioid Abatement Authority

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Presented to the  
**Virginia Association of Counties**  
October 12, 2022

## Opioid Litigation involving States and state subdivisions

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- ✓ In late 2017 a federal judicial panel consolidated all federal opioid related litigation into single multi-district litigation (MDL).
- ✓ Has been described as the most complex civil case in US history.
- ✓ Virginia's settlements are based on agreements that were negotiated at the MDL level (nation-level) and entered as a final consent judgement by Richmond Circuit Court.



# Virginia's Participation in these Settlements

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- In Virginia, only the state and its direct subdivisions (cities and counties) can participate in these settlements.
- In late 2021-early 2022, the Virginia Attorney General's office worked with local attorneys and outside counsel representing localities, and with numerous associations, to encourage cities and counties to participate
  - ✓ Achieved 100% participation by the 133 cities and counties
  - ✓ Resulted in a signed MOU between the cities/counties and the Commonwealth
  - ✓ Local governments had to release any separate claims against the defendants.

# Virginia's MOU with Cities and Counties

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The MOU uses an allocation formula for cities and counties, based on harm per capita.

- Developed by Dr. Christopher J. Ruhm

UVA's Frank Batten School of Leadership & Public Policy

- Evaluated three variable for each city and county
  1. Virginia opioid-related emergency department visits
  2. Opioid-related deaths, as adjusted for known under-reporting of opioid deaths
  3. Opioid shipments (Morphine Milligram Equivalents (MMEs)) to localities.

# Three Key Elements Forming Virginia's Guidance for Opioid Settlement Fund Distribution

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- Settlement Agreements with the defendants (effective under Consent Judgment in the Circuit Court of the City of Richmond)
- Virginia's MOU with cities and counties
- *Code of Virginia* and in particular *Title 2.2, Chapter 22, Article 12*

*Should a difference exist between these guiding documents  
the Settlement Agreement / Court Order(s) generally will control*

# *Code of Virginia, Title 2.2, Chapter 22, Article 12*

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Established by the General Assembly in 2021

*Created the Opioid Abatement Authority as an **independent body** whose purpose is to abate and remediate the opioid epidemic in the Commonwealth through financial support from the Fund, in the form of grants, donations, or other assistance, for efforts to treat, prevent, and reduce opioid use disorder and the misuse of opioids in the Commonwealth.*

# OAA Board of Directors

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- Senator Todd Pillion (Chair)
- Dr. Sarah Melton (Vice Chair)
- Jim Holland (Treasurer)
- Victor Mckenzie (Secretary)
- HHR Secretary John Littel
- Delegate Jason Ballard
- Dr. James Thompson – Master Center
- Tim Spencer – Roanoke City Attorney
- Sharon Buckman – Piedmont CSB
- Daryl Washington – Fairfax CSB
- Sheriff Joe Baron – Norfolk City

# Who Can Receive Distributions from the OAA?

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- Only organizations that are parties to the legal action can receive distributions/grants
  - ✓ Participating Subdivisions - **Cities and Counties** that have signed the Virginia Settlement Memorandum of Understanding
  - ✓ **State Agencies**

*Cities, Counties, and State Agencies can partner with various organizations to provide services but they must adhere to procurement laws and must oversee the work*

## Settlements currently being paid to cities and counties in Virginia

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✓ “Distributors” Settlement:

- McKesson Corporation
- Cardinal Health, Inc.
- AmerisourceBergen Corporation

✓ Johnson and Johnson (Janssen Pharmaceuticals, Inc.)

## More about the Distributors and Janssen Settlements

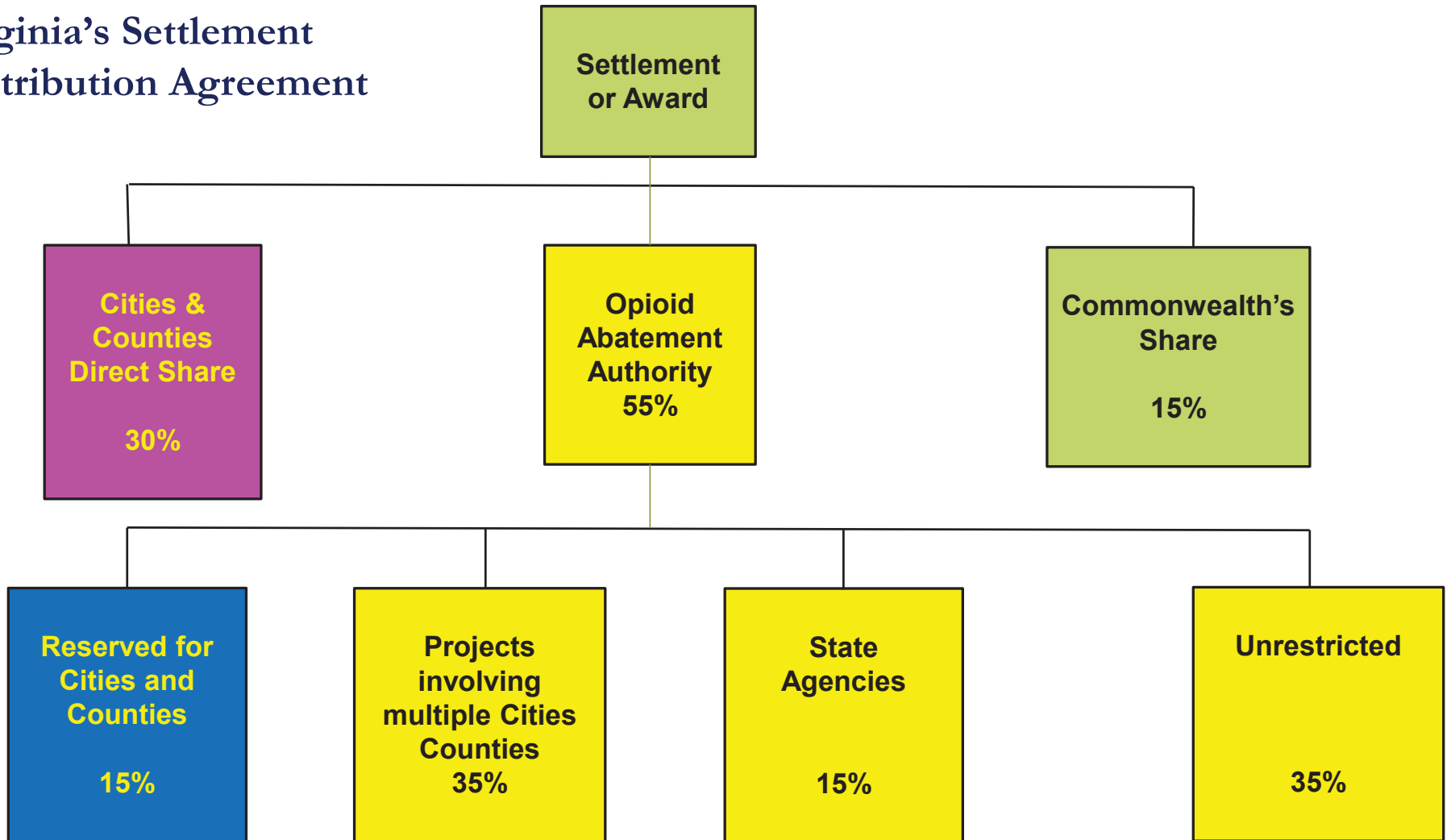
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- Distributors will pay a maximum of \$21 billion (nationwide) over 18 years
  - Requires a minimum of 85% be used for opioid remediation (statewide)
  - *Localities must either meet 85% or 100% depending on whether they had prior litigation*
- J&J / Janssen will pay a maximum of \$5 billion (nationwide) over ten years
  - Requires a minimum of 86.5% be used for opioid remediation (statewide)

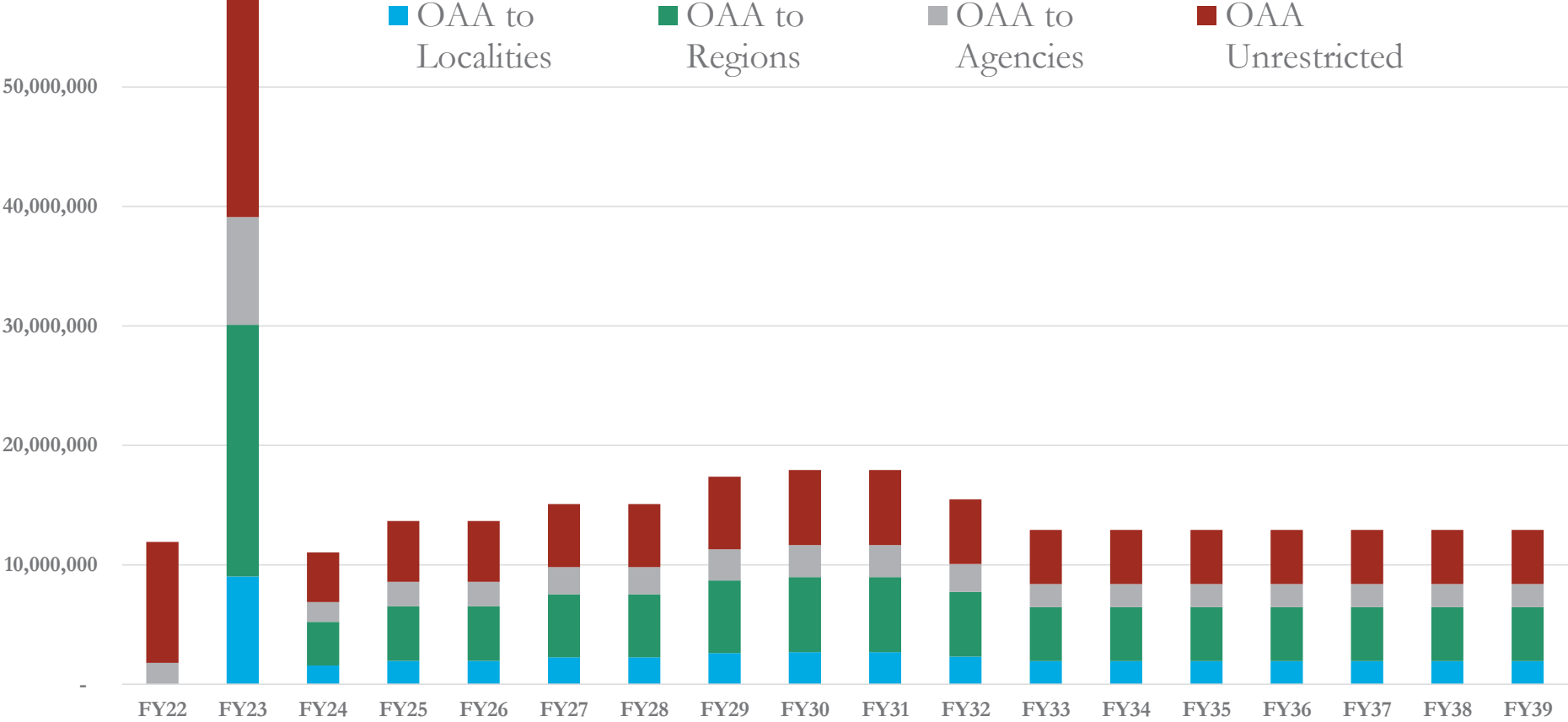
***Any use of any funds for non-remediation must be reported by the city/county to the court and to the defendant.***



# Virginia's Settlement Distribution Agreement



## Estimated OAA Settlement Distributions for Fiscal Years 2021 through 2039



# The Rules about how Direct Shares Can be used by Cities and Counties will be Different with each Settlement

- For Distributors and Janssen, all the funds are intended for “abatement” efforts – and certain percentages are required.

## Distributors

- ✓ 85% statewide for abatement efforts
- ✓ 85% for each city or county that had been litigating prior to the settlement
- ✓ 100% for each city or county that had not been litigating

## Janssen

- ✓ 86.5% statewide and for each city and county
- ANY funds used for any purpose other than abatement must be reported to the settlement administrator, to the settling companies, and to the general public.
- Localities may need to keep detailed records for how each dollar of each settlement is spent

# Common Questions about Direct Distributions from the Distributors and Janssen Settlements

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**Q: Can a portion of the funds be spent on non-abatement activities?**

*In some limited cases, although it is “disfavored” and requires notification to the settlement administrator, the settling companies, and the general public.*

**Q: Can the funds be used for the locality to reimburse itself for prior expenses?**

*Not specifically addressed*

**Q: Can funds replace local expenditures (supplant)?**

*Not specifically addressed in the agreements.*

**Q: How is the agreement monitored? What are the record keeping requirements?**

*Not specifically identified in the agreements, except through judicial (civil) action.*

## OAA Funds will have a much more clear set of rules

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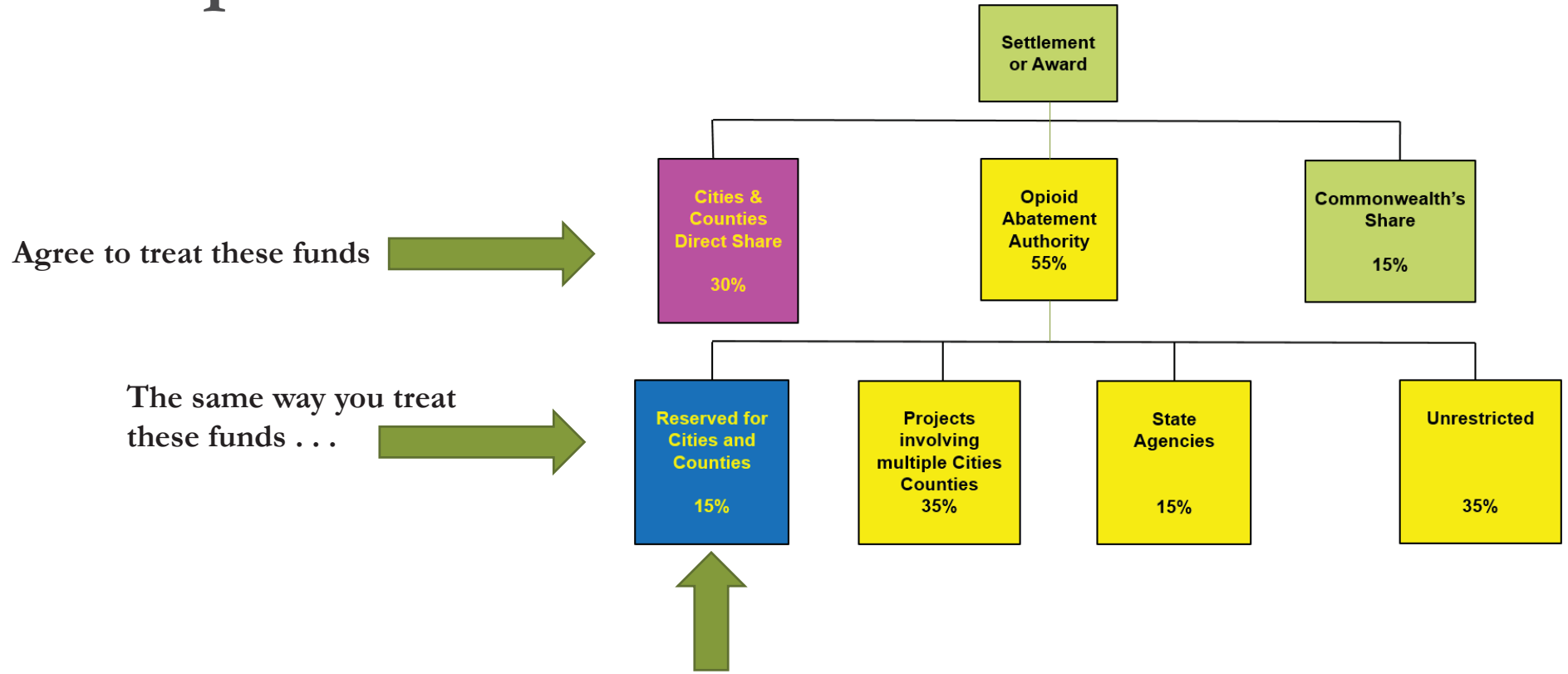
- 100% of the OAA's disbursements to cities, counties and state agencies must be spent on abatement efforts.
- There is no reimbursement of previous costs or supplanting allowed.
- No indirect charges allowed.
- Recipients must report outcomes to OAA on an annual basis, and allow OAA to monitor the programs.

# OAA Rules are the “Gold Standard” Best Practice for Managing Opioid Funds

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- OAA rules fully meet the requirements – and the intent – of the settlements.
- If a city or county chooses to apply the OAA “gold standard” rules to all of their opioid distributions, that city or county will always be in compliance with the settlements, even when there are differences in the various settlements.
- Much less administratively complex.
- Benefits the entire Commonwealth since we are all bound together in the agreements.
- OAA will be able to partner with and support the city or county if any judicial / civil questions arise.

# Proposed Incentive



and the OAA will increase your reserved share by 25%

# A few more details about OAA funding

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15% set aside for reserved distributions to each city and county.

- Formula-driven – qualifying projects will result in funding being provided according to the formula
- Cities/counties will need to apply
- This is where OAA is considering an incentive to increase the amount of funding by 25%

35% for efforts where cities/counties are partnering with each other

- These could be either solicited or unsolicited projects
- Not formula-driven – the Board will use discretion in making these awards

15% for state agencies

- Could be solicited or unsolicited

35% will be “discretionary” and can provide additional awards by the OAA to the categories listed above



## For Discretionary Awards Higher Priority Will be Given to:

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1. Programs or organizations with established record of success
2. Programs in communities with a high incidence of opioid use disorder or opioid death rate, relative to population
3. Programs in a historically economically disadvantaged communities
4. Include a monetary match from or on behalf of the applicant, with higher priority given to an effort with a larger matching amount (*the match can be composed of opioid direct share funding*)

# Coordination

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- OAA funding and involvement provides an opportunity to ensure coordination between state agencies, local governments, CSBs, and non-governmental organizations in the delivery of opioid abatement and remediation efforts.
- Funding will reflect a statewide vision with local stakeholders driving implementation.
- Coordination with other sources of funding (i.e., Federal funds and other grants) to avoid duplication of efforts.

# Timeline for the OAA

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- Setting up the office and hiring staff – now through December
- Grants Committee being formed
- “Listening Sessions” to be held across the Commonwealth
- Plan to release grant and distributions guidance to cities and counties soon after the 1<sup>st</sup> of the year, and begin accepting applications
  - ✓ Simultaneously roll out technical assistance
- First round of awards by March/April timeframe

For more information

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tmcdowell@voaa.us

(804) 572-8718

**[www.oaa.virginia.gov](http://www.oaa.virginia.gov)**

**Clarke County**  
**FY 24 Invoice History Report**  
**November 30, 2023**

VENDOR NAME	ACCOUNT DESC	FULL DESC	INVOICE DATE	AMOUNT
A&E Towing	Sheriff Pur Svcs	Motorcycle / Stolen motorcycle black	11/6/2023	80.00
	Sheriff Pur Svcs	Towing	11/6/2023	290.00
<b>A&amp;E Towing Total</b>				<b>370.00</b>
A&E Towing LLC	Sheriff Pur Svcs	Vehicle drove off road	11/6/2023	60.00
	Sheriff Pur Svcs	One Flat Tire on the Right Rear Passenger side	11/6/2023	150.00
<b>A&amp;E Towing LLC Total</b>				<b>210.00</b>
Ahold Financial Serv	Programs Mat & Sup	after school food	10/31/2023	20.35
<b>Ahold Financial Serv Total</b>				<b>20.35</b>
Allen, Dylan	Sheriff Uniform Sworn Staff	Sewing Patches on Uniforms - Allen	11/13/2023	40.00
<b>Allen, Dylan Total</b>				<b>40.00</b>
Allison, Loretta	Electoral Board Member Fees	11072023 Pre-processing	11/7/2023	75.00
<b>Allison, Loretta Total</b>				<b>75.00</b>
Amazon Acct	AnimalShltr Mat & Sup	cage card holders and clips, batteries	10/15/2023	216.68
	Clk of CC Mat & Sup	OFFICE SUPPLIES, GENERAL	10/25/2023	166.18
	Com of Rev Mat & Sup	office supplies	9/5/2023	91.43
	Com of Rev Mat & Sup	200 Pack Heavy Duty Sheet Protectors 8.5 x 11,	9/23/2023	42.95
	Comm Atty Mat & Sup	office supplies	10/23/2023	375.06
	Comm Atty Mat & Sup	Amazon Basics Wide Ruled Lined Writing Note Pad, 8	10/12/2023	14.51
	EMS Mat & Sup	Fine Stationery Walnut Certificate Award Plaque	11/2/2023	42.99
	EMS Mat & Sup	Perfect Desk Chair for The Modern Office, Stapler,	11/5/2023	228.47
	EMS Mat & Sup	HD DVD Player, CD Players for Home, DVD Players fo	10/12/2023	40.48
	FIRE/EMS Uniforms	Sport-Tek Women's 1/4 Zip Sweatshirt	10/26/2023	28.16
	FIRE/EMS Uniforms	Womens Fall Fashion 2023 Half Zip Pullover Long Sl	10/20/2023	(29.69)
	FIRE/EMS Uniforms	Half Zip Pullover Long Sleeve/Sport-Tek Women's 1/	10/18/2023	64.86
	Programs Mat & Sup	Curtains	11/2/2023	74.19
	Sheriff Eq Mat & Sup	Cables for new Fire Department Base Stations	11/14/2023	267.84
	JAS Inventory -Mtls & Supplies	Sheet Protectors	10/26/2023	75.75
<b>Amazon Acct Total</b>				<b>1,699.86</b>
American Tower	Sheriff Leases & Rentals	Tower, Transmittal, Antennae L	11/1/2023	2,737.58
<b>American Tower Total</b>				<b>2,737.58</b>
Anthem Health Plans	Rev Rf Ambulance Svcs Refunds	Fire-EMS refund-insurance overpayment	11/13/2023	199.35
	Rev Rf Ambulance Svcs Refunds	Fire-EMS refund-insurance overpayment	11/9/2023	96.51
<b>Anthem Health Plans Total</b>				<b>295.86</b>
Anthem HealthKeepers	Rev Rf Ambulance Svcs Refunds	Fire-EMS refund-insurance overpayment	11/8/2023	170.24
<b>Anthem HealthKeepers Total</b>				<b>170.24</b>
AppRiver	Sheriff Pur Svcs	Monthly Service - Sheriff's Office	11/19/2023	38.92
<b>AppRiver Total</b>				<b>38.92</b>
April Parkhurst	Programs Refunds	refund	11/17/2023	92.00
<b>April Parkhurst Total</b>				<b>92.00</b>
Arnett, Betsy	HstPrvCom Board Member Fees	Attd @ HPC Meeting 11/15/23	11/17/2023	25.00
<b>Arnett, Betsy Total</b>				<b>25.00</b>
At&t	IT Telephone	Cell Phones-School/Gov Acct 28	11/18/2023	47.96
	IT Telephone	Data Package-Cellular/Government	11/4/2023	38.41
	Maintenanc Telephone	Cell Phones-School/Gov Acct 28	11/18/2023	44.19
	Sheriff Telephone	Cell Phones-School/Gov Acct 28	11/18/2023	1,911.02
	Sheriff Telephone	Data Package-Cellular/Government	11/4/2023	806.55
	Sheriff Telephone	replaces Verizon part of Gen911 prj 9/16-10/15/23	10/16/2023	1,702.22
	County Adm Telephone	Cell Phones-School/Gov Acct 28	11/18/2023	46.71
	Registrar Telephone	Cell Phones-School/Gov Acct 28	11/18/2023	46.71
	Comm Atty Telephone	Cell Phones-School/Gov Acct 28	11/18/2023	83.34
	EMS Telephone	Data Package-Cellular/Government	11/4/2023	652.92
	Bldg Insp Telephone	Cell Phones-School/Gov Acct 28	11/18/2023	244.77
	AnimalShltr Telephone	Cell Phones-School/Gov Acct 28	11/18/2023	41.67
	Programs Telephone	Cell Phones-School/Gov Acct 28	11/18/2023	83.34
	Plan Adm Telephone	Data Package-Cellular/Government	11/4/2023	76.81
	Econ Dev Telephone	Cell Phones-School/Gov Acct 28	11/18/2023	41.67
	VictimWit Telephone	Cell Phones-School/Gov Acct 28	11/18/2023	41.67
	EMS LEMPG Grant-Telephone	Cell Phones-School/Gov Acct 28	11/18/2023	858.09
	Gen911 Telephone	replaces Verizon part of Gen911 prj 9/16-10/15/23	10/16/2023	2,491.27
<b>At&amp;t Total</b>				<b>9,259.32</b>
Atlantic Tactical	Sheriff PSU Mat & Sup	OC Spray	11/6/2023	169.80
<b>Atlantic Tactical Total</b>				<b>169.80</b>
Avenity	Avenity-TaxSoftwareReplacement	Implementation of Avenity's Co	11/8/2023	14,100.00
<b>Avenity Total</b>				<b>14,100.00</b>
AVENU SLS HOLDING LL	Treasurer Mat & Sup	HRS PRO WEB ADDITION - 36815695	11/6/2023	419.00
<b>AVENU SLS HOLDING LL Total</b>				<b>419.00</b>
Aziz Tombakoglu	General Check Refunds Account	Aziz Tombakoglu Cref PP 2014-2018	11/17/2023	278.39
<b>Aziz Tombakoglu Total</b>				<b>278.39</b>
Bank of America	Cnsrv Esmt Donation Pur Svcs	Clarke County Conservation Authority Dinner	10/31/2023	2,725.00
	EMS Travel	Hotel for EMS PWW Advisory Conf.	10/31/2023	1,076.70
	Sheriff Mat & Sup	Sheriff Retirement Gift	10/31/2023	1,273.99
	JAS Finance Mat & Sup	Replacement Arms for Chair	10/31/2023	(2.39)
	JAS Finance Mat & Sup	Office Sign	10/31/2023	104.99
	JAS Finance Mat & Sup	Replacement Arms/Pads for Office Chair	10/31/2023	95.03
	JAS Finance Dues & Memb	VAGP Class-M.Legge	10/31/2023	75.00
<b>Bank of America Total</b>				<b>5,348.32</b>

**Clarke County**  
**FY 24 Invoice History Report**  
**November 30, 2023**

VENDOR NAME	ACCOUNT DESC	FULL DESC	INVOICE DATE	AMOUNT
Barenklau, Mark	EMS Travel	Fire-EMS mileage reimbursement-class Nov 2023	11/13/2023	191.26
<b>Barenklau, Mark Total</b>				<b>191.26</b>
Bauhan, Thomas	Electoral Board Member Fees	OOE Training	11/7/2023	20.00
<b>Bauhan, Thomas Total</b>				<b>20.00</b>
Belco Music Group LL	Programs Pur Svcs	Music Classes	11/15/2023	370.00
<b>Belco Music Group LL Total</b>				<b>370.00</b>
Berger, Katherine	HstPrvCom Board Member Fees	Attd @ HPC Meeting 11/15/23	11/17/2023	25.00
<b>Berger, Katherine Total</b>				<b>25.00</b>
BERGHAUS PAUL FREDER	Personal Property Tax Current		11/16/2023	16.51
<b>BERGHAUS PAUL FREDER Total</b>				<b>16.51</b>
Berkeley Club Bevera	AnimalShltr Pur Svcs	cdm-animal shelter water delivery May	5/22/2023	15.34
	AnimalShltr Pur Svcs	cdm-animal shelter water delivery August	8/14/2023	32.04
	AnimalShltr Pur Svcs	cdm-animal shelter water delivery September	9/11/2023	32.04
	AnimalShltr Pur Svcs	cdm-animal shelter water delivery October	10/9/2023	32.04
	AnimalShltr Pur Svcs	cdm-animal shelter water delivery November	11/6/2023	40.39
	Comm Atty Mat & Sup	Water Bill November 2023	11/6/2023	68.19
	Maintenanc Water & Sewer	rm Berkeley Club Maint Water from Sept 23	9/5/2023	40.39
	Maintenanc Water & Sewer	rm Berkeley Club Maint Water from July 23	7/18/2023	48.74
	Maintenanc Water & Sewer	rm Berkeley Club Maint Water from March 2023	3/27/2023	40.39
	Maintenanc Water & Sewer	rm Berkeley Club Maint Water for Nov 23	11/7/2023	40.39
	Parks Adm Leases & Rentals	water rental	10/15/2023	10.00
	Sheriff COS Mat & Sup	Monthly Water Cooler Rental	11/14/2023	9.00
	Sheriff COS Mat & Sup	Water	7/1/2023	121.17
	Sheriff COS Mat & Sup	Water	7/19/2023	40.39
	Sheriff COS Mat & Sup	Water	9/15/2023	48.74
	Sheriff Mat & Sup	5 Gallon Bottle - Spring Water/Handling Fee	11/6/2023	23.69
	Sheriff Mat & Sup	5 Gallon Bottle - Spring Water	11/6/2023	23.69
	Sheriff SOS Mat & Sup	Water Cooler Rental	11/14/2023	9.00
	Parks Adm Mat & Sup	Water	11/6/2023	57.09
	County Adm Pur Svcs	cdm-BCCGC water delivery	6/23/2023	52.89
	County Adm Pur Svcs	cdm-BCCGC water delivery	11/6/2023	137.04
	Coop Ext Mat & Sup	4 five gallon spring water bottles & bottle deposit	11/8/2023	68.39
<b>Berkeley Club Bevera Total</b>				<b>991.04</b>
Bernstein, Laura	Electoral Board Member Fees	11072023 OOE	11/7/2023	96.00
<b>Bernstein, Laura Total</b>				<b>96.00</b>
Berryville True Valu	ChurchSt Maint Mat & Sup	rm BH 102 N. Church fluo tube	10/26/2023	21.98
	JGC Maintenance Mat & Sup	rm BH 101 Chalmers Formula 409 , Mag Eraser	11/21/2023	10.96
	Maintenanc Mat & Sup	rm BH Maint gas line for snow blower	11/13/2023	5.99
	Maintenanc Mat & Sup	rm BH Maint cable cutter	11/15/2023	39.99
	Maintenanc Mat & Sup	rm BH 101 Chalmers Formula 409 , Mag Eraser	11/21/2023	6.52
	104Church Maint Mat & Sup	rm BH 104 N. Church nuts and washers	11/3/2023	3.14
	AIOff Maint Mat & Sup	rm BH Park concrete mix	11/1/2023	26.97
	AIOff Maint Mat & Sup	rm BH Park concrete mix	11/14/2023	26.97
	AlSoc Maint Mat & Sup	rm BH Park Soccer quick link	11/15/2023	23.92
	AlPool Maint Mat & Sup	rm BH Pool rental for pump	11/9/2023	49.50
	AlPool Maint Mat & Sup	rm BH Pool cover , bit	11/15/2023	30.97
	AlPool Maint Mat & Sup	rm BH Pool nuts and washers	11/27/2023	5.58
	AlBase Maint Mat & Sup	rm BH Park Baseball Tarp	11/13/2023	79.99
	100 N Church Maint Mat & Sup	rm BH 100 N. Church Plaster	11/17/2023	8.49
	100 N Church Maint Mat & Sup	rm BH 100 N Church plaster of paris	11/27/2023	10.99
<b>Berryville True Valu Total</b>				<b>351.96</b>
Bigelow, William	Electoral Board Member Fees	11072023 Officer of Election	11/7/2023	145.00
<b>Bigelow, William Total</b>				<b>145.00</b>
Bill & Bills Auto	Sheriff Pur Svcs	Speedometer Check	11/8/2023	45.00
<b>Bill &amp; Bills Auto Total</b>				<b>45.00</b>
Blackburn	Electoral Board Member Fees	11/07/2023 Officer of Election	11/7/2023	94.25
<b>Blackburn Total</b>				<b>94.25</b>
Blauch Brother Inc	Circuit Court Chiller Replace	Chiller: Clarke County Circuit	11/14/2023	38,548.20
<b>Blauch Brother Inc Total</b>				<b>38,548.20</b>
Blue Ridge Volunteer	Electoral Leases & Rentals	11072023 Facility Use	11/28/2023	200.00
<b>Blue Ridge Volunteer Total</b>				<b>200.00</b>
Boies, Christopher	County Adm Travel	cdm-Boies VACo travel reimbursement	11/15/2023	396.01
<b>Boies, Christopher Total</b>				<b>396.01</b>
Boswell,Jeremy Shane	Electoral Board Member Fees	11072023 Officer of Election	11/7/2023	240.00
<b>Boswell,Jeremy Shane Total</b>				<b>240.00</b>
Boyce Volunteer Fire	Electoral Leases & Rentals	11072023 Facility Use	11/28/2023	100.00
<b>Boyce Volunteer Fire Total</b>				<b>100.00</b>
Bralove	Electoral Board Member Fees	11072023 Officer of Election	11/7/2023	96.00
<b>Bralove Total</b>				<b>96.00</b>
Brondstater	Electoral Board Member Fees	11082023 Officer of Election	11/7/2023	81.00
<b>Brondstater Total</b>				<b>81.00</b>
Brown & Brown	Vol Fire Co Insurance	Fire-EMS auto policy-addition of Medic 1-3	11/3/2023	826.00
<b>Brown &amp; Brown Total</b>				<b>826.00</b>
Brown,Melissa	Electoral Board Member Fees	11072023 Officer of Election	11/7/2023	305.00
<b>Brown,Melissa Total</b>				<b>305.00</b>
Buckley, Randy	Plan Com Board Member Fees	Attd @ 2023 PC Meetings 10/31/23 & 11/3/23	11/3/2023	100.00

**Clarke County  
FY 24 Invoice History Report  
November 30, 2023**

VENDOR NAME	ACCOUNT DESC	FULL DESC	INVOICE DATE	AMOUNT
<b>Buckley, Randy Total</b>				<b>100.00</b>
Burgess, Stephanie	Electoral Board Member Fees	11072023 Officer of Election	11/7/2023	305.00
<b>Burgess, Stephanie Total</b>				<b>305.00</b>
Burns,Connie	Electoral Board Member Fees	11072023 Officer of Election	11/7/2023	292.50
<b>Burns,Connie Total</b>				<b>292.50</b>
BUSER MARY JANE	Personal Property Tax Current		11/22/2023	48.94
<b>BUSER MARY JANE Total</b>				<b>48.94</b>
BW Wilson Paper	JAS Inventory -Mtls & Supplies	One pallet of copy paper	10/19/2023	0.00
	JAS Inventory -Mtls & Supplies	One pallet of copy paper	10/24/2023	0.00
	JAS Inventory -Mtls & Supplies	Two pallets of copy paper	10/19/2023	0.00
	JAS Inventory -Mtls & Supplies	Six Pallets of copy paper and other paper	10/17/2023	0.00
	JAS Inventory -Mtls & Supplies	Two pallets and other paper	10/19/2023	2,358.88
<b>BW Wilson Paper Total</b>				<b>2,358.88</b>
Cabinet & Appliance	AnimalShltr Pur Svcs	cdm-maytag washer repair	10/23/2023	179.96
<b>Cabinet &amp; Appliance Total</b>				<b>179.96</b>
Caldwell	Electoral Board Member Fees	11072023 Officer of Election	11/7/2023	153.00
<b>Caldwell Total</b>				<b>153.00</b>
Cardillo, Robin Couc	Cnsvr Esmt Donation Pur Svcs	CEA Services October 2023	11/10/2023	1,136.52
<b>Cardillo, Robin Couc Total</b>				<b>1,136.52</b>
Carol Coffelt	Recruitment/Retention-Tuition	Fire-EMS reimbursement for vol brochure reprint	10/23/2023	120.00
<b>Carol Coffelt Total</b>				<b>120.00</b>
Carter, Lane	HstPrvCom Board Member Fees	Attd @ HPC Meeting 11/15/23	11/17/2023	25.00
<b>Carter, Lane Total</b>				<b>25.00</b>
Chapman	Electoral Board Member Fees	11072023 Officer of Election	11/7/2023	156.00
<b>Chapman Total</b>				<b>156.00</b>
Clarke County Health	Programs Pur Svcs	tb test	10/31/2023	34.42
<b>Clarke County Health Total</b>				<b>34.42</b>
Clarke County Parks	Electoral Leases & Rentals	11072023 Facility Use	11/28/2023	100.00
<b>Clarke County Parks Total</b>				<b>100.00</b>
Clarke,David	Electoral Board Member Fees	11072023 Officer of Election	11/7/2023	305.00
<b>Clarke,David Total</b>				<b>305.00</b>
Combs Wastewater Man	AlBase Maint Pur Svcs	rm Combs Soccer and Baseball Porta Potties	10/30/2023	75.00
	AlSoc Maint Pur Svcs	rm Combs Soccer and Baseball Porta Potties	10/30/2023	225.00
<b>Combs Wastewater Man Total</b>				<b>300.00</b>
Comcast	IT Telecomm Online Tech	101 Chalmers Internet - 11/01-11/30	10/23/2023	218.91
	IT Telecomm Online Tech	101 Chalmers Internet - 12/01-12/31	11/23/2023	218.91
<b>Comcast Total</b>				<b>437.82</b>
Commercial Press	Bldg Insp Mat & Sup	Mechanical Inspection Stickers For Results	10/13/2023	94.50
	Bldg Insp Mat & Sup	Trade Permits & Building Pemit/ 92152	11/10/2023	406.00
	Com of Rev Mat & Sup	letterhead	11/4/2023	155.50
<b>Commercial Press Total</b>				<b>656.00</b>
County of Frederick	RefuseDisp Intergov Svc Agreem	County residence refuse Oct 2023	11/3/2023	1,090.64
	RefuseDisp Intergov Svc Agreem	New Citizens Center Refuse Oct 2023	11/3/2023	1,243.88
	RefuseDisp Intergov Svc Agreem	VDOT Clarke Refuse Oct 2023	11/3/2023	917.36
	RefuseDisp Intergov Svc Agreem	Refuse/container fee Oct 2023	11/20/2023	10,085.85
<b>County of Frederick Total</b>				<b>13,337.73</b>
CROSEN TARA MICHELLE	Motor Vehicle Licenses		11/3/2023	58.00
	Personal Property Tax Current		11/3/2023	1,083.34
<b>CROSEN TARA MICHELLE Total</b>				<b>1,141.34</b>
Davis, Donna	Electoral Board Member Fees	11072023 Officer of Election	11/7/2023	305.00
<b>Davis, Donna Total</b>				<b>305.00</b>
DDL Business Sys	Coop Ext Maint Contracts	Copier Maint SN: 1435-Coop. Ex	10/25/2023	16.78
	J&D Court Maint Contracts	Copier Maint. SN: 2081-J&D Cou	10/25/2023	190.26
<b>DDL Business Sys Total</b>				<b>207.04</b>
Deborah Phillips	Rec Center Refunds	refund	11/2/2023	80.00
<b>Deborah Phillips Total</b>				<b>80.00</b>
DeRosa	Electoral Board Member Fees	11072023 Officer of Election	11/7/2023	96.50
<b>DeRosa Total</b>				<b>96.50</b>
Discount Playground	Parks Adm Mat & Sup	Swing parts	11/16/2023	60.95
<b>Discount Playground Total</b>				<b>60.95</b>
DMV	Treasurer DMV Stop	DMV Stops - Oct 2023	10/31/2023	550.00
<b>DMV Total</b>				<b>550.00</b>
Doing Better Busines	JAS IT Maint Contracts	Copier Maint SN0781-Purchasing	10/29/2023	141.00
	Parks Adm Leases & Rentals	Copier Maint: SN: 0724-CCPRD	10/30/2023	222.87
	Parks Adm Maint Contracts	Copier Maint: SN:0015-Child Ca	11/8/2023	37.50
<b>Doing Better Busines Total</b>				<b>401.37</b>
DONOVAN SEAN	Real Property Tax Current		11/8/2023	2,498.80
<b>DONOVAN SEAN Total</b>				<b>2,498.80</b>
DS Smith Packing	AnimalShltr Mat & Sup	cdm-cardboard litter trays	10/3/2023	1,398.27
<b>DS Smith Packing Total</b>				<b>1,398.27</b>
Dunning, Buster	Plan Com Board Member Fees	Attd @ 2023 PC Meetings 10/31/23 & 11/3/23	11/3/2023	100.00
<b>Dunning, Buster Total</b>				<b>100.00</b>
eCore Software Inc	EMS Tech SW/OL	Fire-EMS ePro software lease Nov 2023	11/1/2023	327.15
<b>eCore Software Inc Total</b>				<b>327.15</b>
Elite Power	JGC Maintenanc Pur Svcs	rm Elite Power 101 Chalmers Library Generator repa	11/15/2023	310.80
	Maintenanc Pur Svcs	rm Elite Power 101 Chalmers Library Generator repa	11/15/2023	184.90

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VENDOR NAME	ACCOUNT DESC	FULL DESC	INVOICE DATE	AMOUNT
<b>Elite Power Total</b>				<b>495.70</b>
Emergency Medical	EMS Mat & Sup	Fire-EMS supply program	10/23/2023	522.80
	EMS Mat & Sup	Fire-EMS supply program	10/12/2023	15.09
	EMS Mat & Sup	Fire-EMS supply program	11/14/2023	919.92
	EMS Mat & Sup	Fire-EMS supply program	10/19/2023	91.45
<b>Emergency Medical Total</b>				<b>1,549.26</b>
FBI-LEEDA	Sheriff Travel	Registration - Darrell Curtis	10/25/2023	795.00
<b>FBI-LEEDA Total</b>				<b>795.00</b>
FIGERT RICHARD	Personal Property Tax Current		11/22/2023	110.70
<b>FIGERT RICHARD Total</b>				<b>110.70</b>
Fire Solutions Inc	AIRec Maint Contracts	rm Fire Solutions Rec Center Hood Fan Inspection	11/6/2023	194.00
<b>Fire Solutions Inc Total</b>				<b>194.00</b>
Fop Lodge 12	Sheriff Dues & Memb	Annual Dues	11/16/2023	320.00
<b>Fop Lodge 12 Total</b>				<b>320.00</b>
Frances Brock	Electoral Board Member Fees	11072023 Officer of Election	11/7/2023	318.00
<b>Frances Brock Total</b>				<b>318.00</b>
Fraser, Michael	Electoral Board Member Fees	11072023 Officer of Election	11/7/2023	220.00
<b>Fraser, Michael Total</b>				<b>220.00</b>
Frederick-Winchester	Sanitation Intergov Svc Agreem	Oct 2023 Service charge / Inv 3589	11/6/2023	2,664.81
<b>Frederick-Winchester Total</b>				<b>2,664.81</b>
Gallagher, James	Electoral Board Member Fees	11072023 Officer of Election	11/7/2023	87.58
<b>Gallagher, James Total</b>				<b>87.58</b>
Galls/Best Uniforms	FIRE/EMS Uniforms	Fire-EMS Class A hardware	10/12/2023	187.08
	FIRE/EMS Uniforms	Fire-EMS Class A hardware	10/16/2023	1,650.35
	FIRE/EMS Uniforms	Fire-EMS Class A hardware	10/19/2023	507.05
	FIRE/EMS Uniforms	Fire-EMS Class A hardware	10/4/2023	108.50
	FIRE/EMS Uniforms	Fire-EMS Class A hardware	10/17/2023	94.55
	Sheriff Uniform Sworn Staff	Eagle Insignia - Collar Brass	10/26/2023	45.86
<b>Galls/Best Uniforms Total</b>				<b>2,593.39</b>
GARNER ADAM GREGORY	Personal Property Tax Current		11/2/2023	560.99
<b>GARNER ADAM GREGORY Total</b>				<b>560.99</b>
Gary Cromeens	Electoral Board Member Fees	11072023 Officer of Election	11/7/2023	94.25
<b>Gary Cromeens Total</b>				<b>94.25</b>
General Sales of Vir	Maintenanc Mat & Sup	rm General Sales Maint cleaning supplies	10/31/2023	597.72
<b>General Sales of Vir Total</b>				<b>597.72</b>
Glover, Robert P.	Plan Com Board Member Fees	Attd @ 2023 PC Meetings 10/31/23 & 11/3/23	11/3/2023	100.00
<b>Glover, Robert P. Total</b>				<b>100.00</b>
GO Car Wash	Sheriff Pur Svcs	Monthly Car Washes Oct 2023	10/31/2023	80.00
<b>GO Car Wash Total</b>				<b>80.00</b>
Gordon, Teresa	Electoral Board Member Fees	11072023 Officer of Election	11/7/2023	165.00
<b>Gordon, Teresa Total</b>				<b>165.00</b>
Grainger Inc	Maintenanc Mat & Sup	rm Grainger Maint Polyrex grease	11/3/2023	19.86
	SWC Mat & Sup	rm Graingers CCCC absorbent pads	10/20/2023	53.61
<b>Grainger Inc Total</b>				<b>73.47</b>
Greg Walker	Electoral Board Member Fees	11/07/2023 Officer of Election	11/7/2023	265.00
<b>Greg Walker Total</b>				<b>265.00</b>
Groover	Electoral Board Member Fees	11072023 Officer of Election	11/7/2023	74.25
<b>Groover Total</b>				<b>74.25</b>
Hagarty, Lora	Electoral Board Member Fees	11072023 Officer of Election	11/15/2023	96.00
<b>Hagarty, Lora Total</b>				<b>96.00</b>
Hall, Monahan	Legal Svc Pur Svcs	cdm-sept&oct legal svcs	11/3/2023	707.50
	Plan Adm Pur Svcs	cdm-sept&oct legal svcs	11/3/2023	82.50
	Dev Rights Pur Svcs	cdm-sept&oct legal svcs	11/3/2023	207.50
	BrdZonApp Pur Svcs	cdm-sept&oct legal svcs	11/3/2023	872.50
<b>Hall, Monahan Total</b>				<b>1,870.00</b>
Hardesty, Larry	Electoral Board Member Fees	11072023 Officer of Election	11/15/2023	165.00
<b>Hardesty, Larry Total</b>				<b>165.00</b>
Hedlund, Natalie	Electoral Board Member Fees	11072023 Officer of Election	11/15/2023	245.00
<b>Hedlund, Natalie Total</b>				<b>245.00</b>
HEIDI PHELAN	General Overpayment Account	DOUBLE PAYMENT - CREDIT CARD	11/14/2023	1,050.00
<b>HEIDI PHELAN Total</b>				<b>1,050.00</b>
Hess, Pam	Sheriff Travel - Communication	Travel for Southern Software Conference	11/4/2023	833.33
<b>Hess, Pam Total</b>				<b>833.33</b>
Higgins, Orin J.	Electoral Board Member Fees	11072023 Officer of Election	11/15/2023	92.00
<b>Higgins, Orin J. Total</b>				<b>92.00</b>
Hillis-Carnes Engine	Plan Adm Pass Thru Eng Fees	RSTV-169/562 Kingsbury Rd/TM 4-A-20/Schulhof	11/6/2023	275.00
	Plan Adm Pass Thru Eng Fees	RSTV-5794/Gun Barrel Rd/TM 28-1-2/Martin	11/6/2023	275.00
<b>Hillis-Carnes Engine Total</b>				<b>550.00</b>
Holcomb, Kathy	Electoral Board Member Fees	11072023 Officer of Election	11/15/2023	337.50
<b>Holcomb, Kathy Total</b>				<b>337.50</b>
Home Paramount Pest	104Church Maint Pur Svcs	rm Home Paramount 104 N.Church Bee Treatment	10/11/2023	1,600.00
	AIOff Maint Mat & Sup	rm Home Paramount Park Treat Bees	9/5/2023	400.00
<b>Home Paramount Pest Total</b>				<b>2,000.00</b>
Hornbaker, Robert	Electoral Board Member Fees	11072023 Officer of Election	11/15/2023	265.00
<b>Hornbaker, Robert Total</b>				<b>265.00</b>
Hughes, Victoria	Electoral Board Member Fees	11072023 Officer of Election	11/15/2023	96.00



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VENDOR NAME	ACCOUNT DESC	FULL DESC	INVOICE DATE	AMOUNT
<b>Hughes, Victoria Total</b>				<b>96.00</b>
Hunt, Pearce W	Plan Com Board Member Fees	Attd @ 2023 PC Meetings 10/31/23	11/3/2023	50.00
<b>Hunt, Pearce W Total</b>				<b>50.00</b>
iHeartMEDIA	Rec Center Advertising	craft show	10/30/2023	528.00
<b>iHeartMEDIA Total</b>				<b>528.00</b>
ION Developers LLC	Building Permits	Bld Per Ref / CustomerID: 14400	11/1/2023	420.76
	Building Permits	Bld Per Ref / CustomerID: 14400	11/8/2023	126.23
<b>ION Developers LLC Total</b>				<b>546.99</b>
Ivie, Mary	Electoral Board Member Fees	11/07/2023 Officer of Election	11/7/2023	84.00
<b>Ivie, Mary Total</b>				<b>84.00</b>
John Bartosiewicz	Rec Center Refunds	refund	11/1/2023	80.00
<b>John Bartosiewicz Total</b>				<b>80.00</b>
John H Enders Fire	Electoral Leases & Rentals	11072023 Facility Use	11/28/2023	100.00
<b>John H Enders Fire Total</b>				<b>100.00</b>
Jones, Brenda	Electoral Board Member Fees	11/07/2023 Officer of Election	11/7/2023	96.00
<b>Jones, Brenda Total</b>				<b>96.00</b>
Journal, The	Rec Center Advertising	Ad for craft show	10/31/2023	55.00
<b>Journal, The Total</b>				<b>55.00</b>
Judy Klock	Rec Center Refunds	refund	11/1/2023	100.00
<b>Judy Klock Total</b>				<b>100.00</b>
Juniper Enterprises	Maintenanc Mat & Sup	rm BAP Maint Service 2019 F250 Joeys Truck	11/1/2023	80.31
	Maintenanc Mat & Sup	rm BAP Maint 2016 F250 State and Service rotate ti	11/3/2023	115.65
	Maintenanc Mat & Sup	rm BAP Maint 2017 F250 Service and State Inspectio	11/3/2023	81.39
	Maintenanc Mat & Sup	rm BAP Maint State Inspect and Service 2020 F250	11/9/2023	76.27
	Maintenanc Mat & Sup	rm BAP Maint 20 truck and snowbroom	11/13/2023	64.71
	Maintenanc Mat & Sup	rm BAP Maint tractor batteru	11/13/2023	88.68
	Maintenanc Mat & Sup	rm BAP Maint antifreeze	11/14/2023	33.35
	Maintenanc Mat & Sup	rm BAP Park 2008 Uplander state & service	11/15/2023	64.43
	Maintenanc Mat & Sup	rm BAP ACO 2005 Freestar State and Service	11/16/2023	68.50
	Maintenanc Mat & Sup	rm BAP BDept 2018 Explorer State & Service	11/21/2023	124.27
	Sheriff Pur Svcs	Sheriff's Office Vehicle Repair	11/14/2023	376.00
	Sheriff Pur Svcs	Sheriff's Office Vehicle Repair	11/16/2023	413.00
	Sheriff Pur Svcs	Sheriff's Office Vehicle Repair - 2103	10/30/2023	41.00
	Sheriff Pur Svcs	Sheriff's Office Vehicle Repair - 1404	11/3/2023	150.00
	Sheriff Pur Svcs	Sheriff's Office Vehicle Repair - 1304	10/27/2023	396.00
	Sheriff Pur Svcs	Sheriff's Office Vehicle Repair - 22-01	11/6/2023	41.00
	Sheriff Pur Svcs	Sheriff's Office Vehicle Repair - 20-02	11/7/2023	304.00
	Sheriff SOS Mat & Sup	Shipping	11/14/2023	13.13
	Sheriff VRP Mat & Sup	Sheriff's Office Vehicle Repair	11/14/2023	142.27
	Sheriff VRP Mat & Sup	Sheriff's Office Vehicle Repair	11/16/2023	76.36
	Sheriff VRP Mat & Sup	Sheriff's Office Vehicle Repair - 2103	10/30/2023	51.45
	Sheriff VRP Mat & Sup	Sheriff's Office Vehicle Repair - 1404	11/3/2023	60.03
	Sheriff VRP Mat & Sup	Sheriff's Office Vehicle Repair - 1304	10/27/2023	227.69
	Sheriff VRP Mat & Sup	Sheriff's Office Vehicle Repair - 22-01	11/6/2023	50.55
	Sheriff VRP Mat & Sup	Sheriff's Office Vehicle Repair - 20-02	11/7/2023	621.30
<b>Juniper Enterprises Total</b>				<b>3,761.34</b>
Kalbiam, Maral	HstPrvCom Pur Svcs	HPC Services for October 2023	11/1/2023	938.00
<b>Kalbiam, Maral Total</b>				<b>938.00</b>
Karl Riedel Architec	Circ Crthse Renovtn Eng & Arch	Courthouse/Eng Serv Contract 7/14/23 / Sep & Oct	11/2/2023	6,966.66
<b>Karl Riedel Architec Total</b>				<b>6,966.66</b>
Katherine White	Personal Property Tax Delinq		8/31/2023	58.78
<b>Katherine White Total</b>				<b>58.78</b>
Kelly Miller	Electoral Board Member Fees	11/07/2023 Officer of Election	11/7/2023	30.00
<b>Kelly Miller Total</b>				<b>30.00</b>
Kestner, Christine	Electoral Board Member Fees	11/07/2023 Officer of Election	11/7/2023	78.38
<b>Kestner, Christine Total</b>				<b>78.38</b>
Kimberly O'Donnell	Electoral Board Member Fees	11/07/2023 Officer of Election	11/7/2023	92.00
<b>Kimberly O'Donnell Total</b>				<b>92.00</b>
Kustom Signals Inc	Sheriff PSU Mat & Sup	Radio Parts	10/20/2023	163.00
	Sheriff VRP Mat & Sup	Parts for New Vehicles	10/30/2023	125.00
<b>Kustom Signals Inc Total</b>				<b>288.00</b>
Language Line Servic	Sheriff Pur Svcs	Interpretor Services	10/31/2023	61.20
<b>Language Line Servic Total</b>				<b>61.20</b>
Lawson,Terry	Electoral Board Member Fees	11/07/2023 Officer of Election	11/7/2023	165.00
<b>Lawson,Terry Total</b>				<b>165.00</b>
Leading Edge	FIRE/EMS Uniforms	Fire-EMS uniforms	11/1/2023	1,860.99
<b>Leading Edge Total</b>				<b>1,860.99</b>
Lee, Frank	Plan Com Board Member Fees	Attd @ 2023 PC Meetings 10/31/23 & 11/3/23	11/3/2023	100.00
<b>Lee, Frank Total</b>				<b>100.00</b>
Lee, Jacob R.	Electoral Board Member Fees	11/07/2023 Officer of Election	11/7/2023	96.00
<b>Lee, Jacob R. Total</b>				<b>96.00</b>
Lee, Jean	Electoral Board Member Fees	11/07/2023 Officer of Election	11/7/2023	84.00
<b>Lee, Jean Total</b>				<b>84.00</b>
Leon, Erik	EMS Travel	Fire-EMS class & mileage reimbursement 2023	11/10/2023	129.69
	EMS Pur Svcs-Employee Training	Fire-EMS class & mileage reimbursement 2023	11/10/2023	554.96
<b>Leon, Erik Total</b>				<b>684.65</b>

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VENDOR NAME	ACCOUNT DESC	FULL DESC	INVOICE DATE	AMOUNT
LES	Sheriff Travel - Sworn Staff	Sexual Assault Investigation Class - Wyne	11/13/2023	425.00
<b>LES Total</b>				<b>425.00</b>
Levi, Ann	Electoral Board Member Fees	11/07/2023 Officer of Election	11/7/2023	180.00
<b>Levi, Ann Total</b>				<b>180.00</b>
LexisNexis	Sheriff Pur Svcs	Monthly Services Account 6714513	10/31/2023	200.00
	Sheriff Pur Svcs	Community Crime Map, 2023/10/01-2023/10/31	10/31/2023	104.00
<b>LexisNexis Total</b>				<b>304.00</b>
Logan Systems Inc	Clk of CC Microfilming	Indexing and Shipping for October 2023	11/15/2023	346.90
<b>Logan Systems Inc Total</b>				<b>346.90</b>
Loretta Smith	Programs Refunds	refund	11/17/2023	90.00
<b>Loretta Smith Total</b>				<b>90.00</b>
Love at First Bite	BoS Pur Svcs	cdm-legislative lunch catering	11/2/2023	705.00
<b>Love at First Bite Total</b>				<b>705.00</b>
Luck Stone Corp	AlBase Maint Mat & Sup	Field Gem Choice Infield Mix 20 ton	10/31/2023	1,104.04
<b>Luck Stone Corp Total</b>				<b>1,104.04</b>
MacMurtrie, Gwyneth	Electoral Board Member Fees	11/07/2023 Officer of Election	11/7/2023	240.00
<b>MacMurtrie, Gwyneth Total</b>				<b>240.00</b>
Malone, Gwendolyn	Plan Com Board Member Fees	Attd @ 2023 PC Meetings 10/31/23 & 11/3/23	11/3/2023	100.00
<b>Malone, Gwendolyn Total</b>				<b>100.00</b>
Mansfield Oil Co	Bldg Insp Vehicle Fuel	rm Mansfield Oil Fuel 10-16 to 10-31-2023	11/2/2023	116.52
	County Adm Vehicle Fuel	rm Mansfield Oil Fuel 10-16 to 10-31-2023	11/2/2023	127.68
	EMS Vehicle Fuel	rm Mansfield Oil Fuel 10-16 to 10-31-2023	11/2/2023	1,352.90
	Maintenanc Vehicle Fuel	rm Mansfield Oil Fuel 10-16 to 10-31-2023	11/2/2023	453.75
	Sheriff Vehicle Fuel	Fuel for 10/16 - 10/31/2023	11/2/2023	2,791.93
	Sheriff Vehicle Fuel	Fuel for 11/1 - 11/15/2023	11/20/2023	2,442.15
	AnimalShltr Vehicle Fuel	rm Mansfield Oil Fuel 10-16 to 10-31-2023	11/2/2023	53.47
	Parks Adm Vehicle Fuel	rm Mansfield Oil Fuel 10-16 to 10-31-2023	11/2/2023	13.84
<b>Mansfield Oil Co Total</b>				<b>7,352.24</b>
Marconi, Gloria	Cnsrv Esmt Donation Pur Svcs	CEA 2023 Fall CEA Newsletter	10/23/2023	450.00
<b>Marconi, Gloria Total</b>				<b>450.00</b>
Marks, Richard	Electoral Board Member Fees	11/07/2023 Officer of Election	11/7/2023	174.38
<b>Marks, Richard Total</b>				<b>174.38</b>
Marsten, Catherine	AnimalShltr Mat & Sup	cdm-reimbursement tablecloths & supplies	11/3/2023	74.44
	County Adm Mat & Sup	cdm-reimbursement tablecloths & supplies	11/3/2023	148.99
<b>Marsten, Catherine Total</b>				<b>223.43</b>
Maryland Fire Equipm	FIRE/EMS Uniforms	Fire-EMS uniforms	10/25/2023	299.39
	FIRE/EMS Uniforms	Fire-EMS uniforms	11/26/2023	57.16
<b>Maryland Fire Equipm Total</b>				<b>356.55</b>
MASON SOPHEE JEAN	Personal Property Tax Current		11/21/2023	323.13
<b>MASON SOPHEE JEAN Total</b>				<b>323.13</b>
Mason, Don	Sheriff Travel - Sworn Staff	Per Diem - Southern Software Conf	11/4/2023	231.50
<b>Mason, Don Total</b>				<b>231.50</b>
Meyercord Revenue	Treasurer Pur Svcs	Monthly Direct to Distributer	10/30/2023	25.00
<b>Meyercord Revenue Total</b>				<b>25.00</b>
Michael O'Donnell	Electoral Board Member Fees	11/07/2023 Officer of Election	11/7/2023	92.00
<b>Michael O'Donnell Total</b>				<b>92.00</b>
Miller, Sue	Programs Pur Svcs	Chair Yoga Classes	11/15/2023	215.60
<b>Miller, Sue Total</b>				<b>215.60</b>
Montgomery, Christel	County Adm Pur Svcs	cdm-employee wellness workshop	11/13/2023	150.00
<b>Montgomery, Christel Total</b>				<b>150.00</b>
Moore, Ronald	Electoral Board Member Fees	11/07/2023 Officer of Election	11/7/2023	87.50
<b>Moore, Ronald Total</b>				<b>87.50</b>
Motorola Solutions	Sheriff Maint Contracts	annual motorola maintenance/see comment note	11/2/2023	36,422.88
<b>Motorola Solutions Total</b>				<b>36,422.88</b>
MWI Animal Health	AnimalShltr Mat & Sup	cdm-post sx litter	11/16/2023	62.40
	AnimalShltr Mat & Sup	cdm-med & cleaning supplies	11/15/2023	256.91
	AnimalShltr Mat & Sup	Rescue Equipment Bundle 55GAL	11/16/2023	1,985.03
<b>MWI Animal Health Total</b>				<b>2,304.34</b>
Nelson, Willis	Electoral Board Member Fees	11/07/2023 Officer of Election	11/7/2023	220.00
<b>Nelson, Willis Total</b>				<b>220.00</b>
Nicholson, Lora	Sheriff Travel - Sworn Staff	Behavioral Health Summit - L Nicholson	11/15/2023	25.48
<b>Nicholson, Lora Total</b>				<b>25.48</b>
NOBLE	Sheriff Ammunition	Simunition Order - PO 20230783-00	10/31/2023	3,471.74
<b>NOBLE Total</b>				<b>3,471.74</b>
Office Depot	JAS Inventory -Mtls & Supplies	Central Store	10/20/2023	72.32
<b>Office Depot Total</b>				<b>72.32</b>
Ohrstrom, George II	Plan Com Board Member Fees	Attd @ 2023 PC Meetings 10/31/23 & 11/3/23	11/3/2023	100.00
	BryDevAuth Board Member Fees	Attd @ 2023 BADA Meeting 10/25/23	11/3/2023	25.00
<b>Ohrstrom, George II Total</b>				<b>125.00</b>
Palmetto GBA	Rev Rf Ambulance Svcs Refunds	Fire-EMS refund-insurance overpayment	11/8/2023	813.47
	Rev Rf Ambulance Svcs Refunds	Fire-EMS refund-insurance overpayment	11/13/2023	1,407.30
	Rev Rf Ambulance Svcs Refunds	Fire-EMS refund-insurance overpayment	11/9/2023	827.72
	Rev Rf Ambulance Svcs Refunds	Fire-EMS refund-insurance overpayment	11/25/2023	386.95
<b>Palmetto GBA Total</b>				<b>3,435.44</b>
Patriot Signage, Inc	Electoral Mat & Sup	Election Signs	9/26/2023	292.00
<b>Patriot Signage, Inc Total</b>				<b>292.00</b>

**Clarke County**  
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VENDOR NAME	ACCOUNT DESC	FULL DESC	INVOICE DATE	AMOUNT
Pitney Bowes	Treasurer Maint Contracts	Postage Machine-Treasurer FY20	10/18/2023	455.43
	Treasurer Postal Svcs	Machine Presort	11/11/2023	366.22
<b>Pitney Bowes Total</b>				<b>821.65</b>
Police and Sheriffs	EMS Mat & Sup	Fire-EMS career staff ID badges	11/28/2023	32.60
	EMS Mat & Sup	Fire-EMS career staff ID badges	11/22/2023	540.90
<b>Police and Sheriffs Total</b>				<b>573.50</b>
Pritchard, Elizabeth	Electoral Board Member Fees	11/07/2023 Officer of Election	11/7/2023	200.00
<b>Pritchard, Elizabeth Total</b>				<b>200.00</b>
Putnam, Patricia	Sheriff Travel - Sworn Staff	Women in LE Summit - Putnam	11/2/2023	350.70
<b>Putnam, Patricia Total</b>				<b>350.70</b>
Quarles Energy Servi	225Rams Maint Heating	rm Quarles ACO Propane Fuel	10/12/2023	629.38
	100 N Church Maint Heating	rm Quarles 100 N. Propane Fuel	10/11/2023	164.10
<b>Quarles Energy Servi Total</b>				<b>793.48</b>
Raddant, Louis	Electoral Board Member Fees	11/07/2023 Officer of Election	11/7/2023	92.00
<b>Raddant, Louis Total</b>				<b>92.00</b>
Raddant, Susan K.	Electoral Board Member Fees	11/07/2023 Officer of Election	11/7/2023	200.00
<b>Raddant, Susan K. Total</b>				<b>200.00</b>
Radial Tire	Maintenanc Mat & Sup	rm Radial Tire BDept 2 tires	11/21/2023	361.60
<b>Radial Tire Total</b>				<b>361.60</b>
Ramirez Landscape LI	Maintenanc Maint Contracts	rm Ramirez County Mowing Sept 2023	10/28/2023	5,960.00
	Maintenanc Maint Contracts	rm Ramirez County October 23 Mowing	11/12/2023	8,360.00
	SWC Pur Svcs	rm Ramirez County Mowing Sept 2023	10/28/2023	70.00
	SWC Pur Svcs	rm Ramirez County October 23 Mowing	11/12/2023	140.00
<b>Ramirez Landscape LI Total</b>				<b>14,530.00</b>
Rappahannock Electri	104Church Maint Electric	rm REC County Electric 10-01 to 11-01-2023	11/4/2023	813.71
	129Rams Maint Electric	rm REC County Electric 10-01 to 11-01-2023	11/4/2023	207.65
	225Rams Maint Electric	rm REC County Electric 10-01 to 11-01-2023	11/4/2023	592.20
	309WMain Maint Electrical Svcs	rm REC County Electric 10-01 to 11-01-2023	11/4/2023	64.05
	311EMain Maint Electric	rm REC County Electric 10-01 to 11-01-2023	11/4/2023	500.28
	524West Maint Electric	rm REC County Electric 10-01 to 11-01-2023	11/4/2023	204.45
	AlBase Maint Electric	rm REC County Electric 10-01 to 11-01-2023	11/4/2023	111.02
	AlOff Maint Electric	rm REC County Electric 10-01 to 11-01-2023	11/4/2023	539.57
	AlPool Maint Electric	rm REC County Electric 10-01 to 11-01-2023	11/4/2023	93.74
	AlRec Maint Electric	rm REC County Electric 10-01 to 11-01-2023	11/4/2023	1,255.09
	AlSoc Maint Electric	rm REC County Electric 10-01 to 11-01-2023	11/4/2023	36.43
	ChurchSt Maint Electric	rm REC County Electric 10-01 to 11-01-2023	11/4/2023	1,412.41
	JGC Maintenanc Electric	rm REC County Electric 10-01 to 11-01-2023	11/4/2023	4,677.61
	Maintenanc Electric	rm REC County Electric 10-01 to 11-01-2023	11/4/2023	2,766.75
	SWC Electrical Services	rm REC County Electric 10-01 to 11-01-2023	11/4/2023	107.45
100 N Church Maint Electric	rm REC County Electric 10-01 to 11-01-2023	11/4/2023	754.78	
<b>Rappahannock Electri Total</b>				<b>14,137.19</b>
Republic Services	JGC Maint Contracts	Waste Services-Gov't Dumpsters	10/31/2023	95.49
	LitterCtrl Pur Svcs	Waste Services-Gov't Dumpsters	10/31/2023	37.66
	Maintenanc Maint Contracts	Waste Services-Gov't Dumpsters	10/31/2023	1,140.63
	SWC Pur Svcs	Waste Services-Convenience Cen	10/31/2023	4,480.62
<b>Republic Services Total</b>				<b>5,754.40</b>
Richmond Times	Sheriff Dues & Memb	760-000170482348 Renewal	11/8/2023	352.87
<b>Richmond Times Total</b>				<b>352.87</b>
Ricoh Usa	J&D Court Maint Contracts	Copier Maint. SN 7533-General	11/1/2023	49.92
	Sheriff Maint Contracts	Copier Maint. SN: 9288-Sheriff	11/1/2023	169.12
	AnimalShlt Maint Svc Contracts	Copier Maint. SN: 6454-Animal	11/1/2023	18.63
	AnimalShlt Maint Svc Contracts	Finisher for Copier	11/7/2023	1,194.00
	District C Maint Contracts	Copier Maint. SN 7533-General	11/1/2023	49.92
	IT Maint Contracts	Copier Maint: SN: 8932	11/1/2023	325.00
<b>Ricoh Usa Total</b>				<b>1,806.59</b>
Riddleberger Bros	JGC Maintenanc Pur Svcs	rm RBU 101 Chalmers Ct IT No AC	10/25/2023	1,057.00
	JGC Maintenanc Pur Svcs	rm RBI 101 Chalmers Ct York Chiller fan motor	10/25/2023	865.10
	JGC Maintenanc Pur Svcs	rm RBI 101 Chalmers Ct chiller out of glycol	11/7/2023	383.54
	Maintenanc Pur Svcs	rm RBI 101 Chalmers Ct York Chiller fan motor	10/25/2023	514.64
	Maintenanc Pur Svcs	rm RBI 101 Chalmers Ct chiller out of glycol	11/7/2023	228.16
<b>Riddleberger Bros Total</b>				<b>3,048.44</b>
Ridgerunner Containe	SWC Pur Svcs	rm Ridgerunner CCCC Recycling Fees	10/31/2023	192.90
<b>Ridgerunner Containe Total</b>				<b>192.90</b>
Ronnie L. King	Plan Com Board Member Fees	Attd @ 2023 PC Meetings 10/31/23 & 11/3/23	11/3/2023	100.00
<b>Ronnie L. King Total</b>				<b>100.00</b>
Rose, Janine	Sheriff Travel - Sworn Staff	Travel for EA Ignite Conference	11/13/2023	2,383.63
<b>Rose, Janine Total</b>				<b>2,383.63</b>
Row, Lisa	Electoral Board Member Fees	11/07/2023 Officer of Election	11/7/2023	91.25
<b>Row, Lisa Total</b>				<b>91.25</b>
Ryder Truck Rental	Electoral Leases & Rentals	11072023 equipment delivery	11/13/2023	280.70
<b>Ryder Truck Rental Total</b>				<b>280.70</b>
SARDELIS KENDRA PAGE	Personal Property Tax Current		11/22/2023	202.14
<b>SARDELIS KENDRA PAGE Total</b>				<b>202.14</b>
Scarborough, Susan	Electoral Board Member Fees	11/07/2023 Officer of Election	11/7/2023	96.00
<b>Scarborough, Susan Total</b>				<b>96.00</b>
Schenk Foods Compan	Programs Mat & Sup	after school food	11/1/2023	272.33

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VENDOR NAME	ACCOUNT DESC	FULL DESC	INVOICE DATE	AMOUNT
<b>Schenck Foods Compan Total</b>				<b>272.33</b>
Secure Shred	Sheriff Pur Svcs	Monthly Shred Service	10/1/2023	50.00
<b>Secure Shred Total</b>				<b>50.00</b>
Sentara Health Plans	Rev Rf Ambulance Svcs Refunds	Fire-EMS refund-insurance overpayment	11/17/2023	244.02
<b>Sentara Health Plans Total</b>				<b>244.02</b>
Sheehy Ford	Sheriff DCJS VEHICLE Equip Grt	FY 24 Vehicle Order-4 vehicles	11/1/2023	43,670.00
<b>Sheehy Ford Total</b>				<b>43,670.00</b>
Sheikh	Electoral Board Member Fees	11/07/2023 Election Official	11/7/2023	184.00
<b>Sheikh Total</b>				<b>184.00</b>
Shentel	IT Leases & Rentals	Government Shentel Dark Fiber 11/1-11/30	11/1/2023	2,227.55
	IT Telecomm Online Tech	Government Shentel Dark Fiber 11/1-11/30	11/1/2023	1,007.59
	Maintenanc Telephone	Government Shentel Dark Fiber 11/1-11/30	11/1/2023	122.51
<b>Shentel Total</b>				<b>3,357.65</b>
Signet Screen Printi	Parks Adm Clothing	employee shirts	10/11/2023	639.23
<b>Signet Screen Printi Total</b>				<b>639.23</b>
Smart, Kathy	Electoral Board Member Fees	11/07/2023 Officer of Election	11/7/2023	92.00
	BryDevAuth Board Member Fees	Attd @ 2023 BADA Meeting 10/25/23	11/3/2023	25.00
<b>Smart, Kathy Total</b>				<b>117.00</b>
Smith,James	Electoral Board Member Fees	11/07/2023 Officer of Election	11/7/2023	145.00
<b>Smith,James Total</b>				<b>145.00</b>
Solenberger	AIOff Maint Mat & Sup	rm BH Park hydrant	11/15/2023	169.97
<b>Solenberger Total</b>				<b>169.97</b>
Southern Police Eq	Sheriff DCJS SUPPLS Equip Grt	New Firearms and Accesories	8/31/2023	292.00
	Sheriff DCJS SUPPLS Equip Grt	New Firearms and Accesories	9/6/2023	828.87
<b>Southern Police Eq Total</b>				<b>1,120.87</b>
Southern Refrigerati	524West Maint Mat & Sup	rm Southern Ref 524 Westwood Rd thermostat	10/24/2023	62.60
<b>Southern Refrigerati Total</b>				<b>62.60</b>
Spano, Joanne	Electoral Board Member Fees	11/07/2023 Officer of Election	11/7/2023	96.00
<b>Spano, Joanne Total</b>				<b>96.00</b>
SRFAX	IT Tech SW/OL	Online Fax service 11/06/23 - 12/05/23	11/6/2023	70.98
<b>SRFAX Total</b>				<b>70.98</b>
Staelin, John	Plan Com Board Member Fees	Attd @ 2023 PC Meetings 10/31/23 & 11/3/23	11/3/2023	100.00
<b>Staelin, John Total</b>				<b>100.00</b>
Stanley,Ikonen	Electoral Board Member Fees	11/07/2023 Officer of Election	11/7/2023	92.00
<b>Stanley,Ikonen Total</b>				<b>92.00</b>
Staples Technology S	Electoral Mat & Sup	Legal File Folders	10/28/2023	52.72
	JAS Inventory -Mtls & Supplies	Surge Protectors	10/28/2023	74.90
	JAS Inventory -Mtls & Supplies	Surge Protectors	10/5/2023	14.98
	JAS Inventory -Mtls & Supplies	Central Store-Laminating Pouches	10/28/2023	156.72
	JAS Inventory -Mtls & Supplies	Central Store	10/28/2023	602.58
	JAS Inventory -Mtls & Supplies	DVD-Rs	10/25/2023	90.68
<b>Staples Technology S Total</b>				<b>992.58</b>
Stephens	Electoral Board Member Fees	11/07/2023 Election Official	11/7/2023	42.00
<b>Stephens Total</b>				<b>42.00</b>
Stericycle	Com of Rev Pur Svcs	shredding for sept	11/17/2023	28.54
<b>Stericycle Total</b>				<b>28.54</b>
Stidham, Brandon	Plan Adm Local Mileage	November 2023 Mileage Reimbursements	11/17/2023	52.47
<b>Stidham, Brandon Total</b>				<b>52.47</b>
Stup, Elizabeth	Electoral Board Member Fees	11/07/2023 Officer of Election	11/7/2023	112.25
<b>Stup, Elizabeth Total</b>				<b>112.25</b>
Supply Room, The	District C Mat & Sup	clip binder	10/23/2023	87.00
	District C Mat & Sup	cork board 3x2	10/24/2023	91.00
	District C Mat & Sup	LLR Board cork 3x2	11/1/2023	91.00
<b>Supply Room, The Total</b>				<b>269.00</b>
Swank Motion Picture	Programs Pur Svcs	Movie nights-FY24	11/1/2023	20.00
<b>Swank Motion Picture Total</b>				<b>20.00</b>
TechClarity LLC	IT Tech SW/OL	3CX PBX Annual	8/24/2023	2,350.00
<b>TechClarity LLC Total</b>				<b>2,350.00</b>
Theis, Margie	Electoral Board Member Fees	11/07/2023 Officer of Election	11/7/2023	183.00
<b>Theis, Margie Total</b>				<b>183.00</b>
Thomas Norris	Electoral Board Member Fees	11/07/2023 Officer of Election	11/7/2023	99.00
<b>Thomas Norris Total</b>				<b>99.00</b>
Thompson, Billy	HstPrvCom Board Member Fees	Attd @ HPC Meeting 11/15/23	11/17/2023	25.00
<b>Thompson, Billy Total</b>				<b>25.00</b>
Thomson Reuters	Comm Atty Dues & Memb	November 2023	11/1/2023	81.00
<b>Thomson Reuters Total</b>				<b>81.00</b>
Tidal Wave Athletics	Programs Pur Svcs	Gymnastics classes	10/31/2023	994.50
	Programs Pur Svcs	Gymnastics classes	11/21/2023	940.50
<b>Tidal Wave Athletics Total</b>				<b>1,935.00</b>
Timothy Gowdy	Electoral Board Member Fees	11072023 Officer of Election	11/7/2023	87.50
<b>Timothy Gowdy Total</b>				<b>87.50</b>
Town of Berryville	104Church Maint Water & Sewer	rm TOB Water and Sewer 104 N. Church St	10/25/2023	58.14
	129Rams Maint Water & Sewer	rm TOB Water and Sewer 129 Ramsburg	10/25/2023	37.20
	309WMain Maint Water & Sewer	rm TOB Water and Sewer 309 W. Main St	10/25/2023	47.72
	311EMain Maint Water & Sewer	rm TOB Water and Sewer 313 E. Main St	10/25/2023	47.72
	311EMain Maint Water & Sewer	rm TOB Water and Sewer 311 E. Main St	10/25/2023	53.14

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VENDOR NAME	ACCOUNT DESC	FULL DESC	INVOICE DATE	AMOUNT
Town of Berryville	AIOff Maint Water & Sewer	rm TOB Water and Sewer Park LL	10/25/2023	28.40
	AIOff Maint Water & Sewer	rm TOB Water and Sewer Park Grounds House	10/25/2023	374.37
	AIPool Maint Water & Sewer	rm TOB Water and Sewer Pool	10/25/2023	91.24
	AIRec Maint Water & Sewer	rm TOB Water and Sewer Rec Center	10/25/2023	28.40
	Court Fines & Forfeitures	Court Fines - October 2023	11/1/2023	60.00
	JGC Maintenanc Water & Sewer	rm TOB Water and Sewer 101 Chalmers Ct	10/25/2023	148.02
	Maintenanc Water & Sewer	rm TOB Water and Sewer 101 Chalmers Ct	10/25/2023	88.06
	Pyts to Town of Berryville	Local Sales Tax Sept 2023 (Recv'd Nov 23)	11/27/2023	30,248.89
	100 N Church Maint Wtr & Sewr	rm TOB Water and Sewer 100 N. Church St	10/25/2023	358.18
	<b>Town of Berryville Total</b>			
Town of Boyce	Pyts to Town of Boyce	Local Sales Tax Sept 2023 (Recv'd Nov 23)	11/27/2023	5,098.90
<b>Town of Boyce Total</b>				<b>5,098.90</b>
Treasurer Of Virgini	Building Permits	1st Qtr 2% Levy on Permit Fees	10/16/2023	596.36
<b>Treasurer Of Virgini Total</b>				<b>596.36</b>
Truist Bank	AnimalShltr Mat & Sup	cdm-credit card BoS, CoAdmin, Econ, IT	11/9/2023	3.99
	BoS Travel	cdm-credit card BoS, CoAdmin, Econ, IT	11/9/2023	225.00
	County Adm Mat & Sup	cdm-credit card BoS, CoAdmin, Econ, IT	11/9/2023	215.42
	County Adm Miscellaneous Expen	cdm-credit card BoS, CoAdmin, Econ, IT	11/9/2023	90.72
	Econ Dev Mat & Sup	cdm-credit card BoS, CoAdmin, Econ, IT	11/9/2023	70.19
	Electoral Mat & Sup	Election supplies	11/9/2023	156.19
	EMS Miscellaneous	Fire-EMS credit card statement 11-9-23	11/9/2023	236.69
	EMS Postal Services	Fire-EMS credit card statement 11-9-23	11/9/2023	25.20
	EMS Travel	Fire-EMS credit card statement 11-9-23	11/9/2023	(191.34)
	EMS Vehicle Fuel	Fire-EMS credit card statement 11-9-23	11/9/2023	10.73
	FIRE/EMS Uniforms	Fire-EMS credit card statement 11-9-23	11/9/2023	1,717.78
	IT Tech SW/OL	cdm-credit card BoS, CoAdmin, Econ, IT	11/9/2023	308.07
	Maintenanc Mat & Sup	rm Truist Credit Card 10-10 to 10-27-23	11/9/2023	79.99
	Plan Adm Pur Svcs	VAZO Mgmt Exam Fee	11/9/2023	100.00
	Programs Pur Svcs	back ground check	10/16/2023	10.23
	Sheriff Dues & Memb	Subscription - Secure Safe	11/9/2023	19.80
	Sheriff Mat & Sup	314 Pizza - shift mtg	11/9/2023	25.63
	Sheriff Mat & Sup	Candy for the parade	11/9/2023	95.30
	Sheriff Mat & Sup	Foxs Pizza 10/15/23 - budget mtg	11/9/2023	65.76
	Sheriff Mat & Sup	Bojangles / SGTS MTG	11/9/2023	65.22
	Sheriff Mat & Sup	Camino Real / Shift mtg	11/9/2023	80.14
	Sheriff Mat & Sup	Pine Grove Restaurant - Reserves mtg	11/9/2023	31.68
	Sheriff PSU Mat & Sup	Monthly Statement	11/9/2023	34.21
	Sheriff PSU Mat & Sup	Dollar General - gym supplies	11/9/2023	42.91
	Sheriff PSU Mat & Sup	Amazon - office supplies	11/9/2023	63.61
	Sheriff Pur Svcs	Car wash 10/12/23	11/9/2023	16.00
	Sheriff Pur Svcs	my eye dr / Sumption glasses broken by suspect	11/9/2023	44.00
	Sheriff SOS Mat & Sup	Monthly Statement	11/9/2023	34.06
	Sheriff SOS Mat & Sup	Amazon - office supplies	11/9/2023	368.00
	Sheriff SOS Mat & Sup	Walgreens 10/10/23	11/9/2023	66.31
	Sheriff SOS Mat & Sup	Ledo Pizza 10/10/23 - Endangered person search	11/9/2023	63.84
	Sheriff SOS Mat & Sup	Amazon - presentation clicker	11/9/2023	31.58
	Sheriff SOS Mat & Sup	Amazon - color paper	11/9/2023	15.78
Sheriff SOS Mat & Sup	Lens Crafters glasses broken by suspect	11/9/2023	428.34	
Sheriff SOS Mat & Sup	staples office supplies	11/9/2023	50.50	
Sheriff SOS Mat & Sup	Southern States PBA	11/9/2023	235.00	
Sheriff SOS Mat & Sup	River City Diner - Herron/Sumption pick up vichiel	11/9/2023	48.21	
Sheriff Travel - Sworn Staff	Hotel - Reid Tech Class - Hernandez	11/9/2023	484.92	
Sheriff Travel - Sworn Staff	Inside the tape / training	11/9/2023	310.00	
Sheriff Uniform Sworn Staff	Amazon - Uniforms	11/9/2023	91.60	
Sheriff Uniform Sworn Staff	Amazon / uniforms	11/9/2023	17.09	
225Rams Maint Mat & Sup	rm Truist Credit Card 10-10 to 10-27-23	11/9/2023	2,228.95	
Sheriff Travel - Communication	Hotel - Southern Software Conf - Hess/White	11/9/2023	2,667.84	
EMS Pur Svcs-Employee Training	Fire-EMS credit card statement 11-9-23	11/9/2023	295.00	
County Adm Pur Svcs	cdm-credit card BoS, CoAdmin, Econ, IT	11/9/2023	117.89	
Plan Adm Mat & Sup	Otter October 2023	11/9/2023	16.99	
<b>Truist Bank Total</b>				<b>11,215.02</b>
TRUMP BRIAN KEITH	Personal Property Tax Current		11/22/2023	314.30
<b>TRUMP BRIAN KEITH Total</b>				<b>314.30</b>
TRUMP CALEB DALTON	Personal Property Tax Current		11/16/2023	242.59
<b>TRUMP CALEB DALTON Total</b>				<b>242.59</b>
United Healthcare In	Rev Rf Ambulance Svcs Refunds	Fire-EMS refund-insurance overpayment	11/8/2023	412.50
<b>United Healthcare In Total</b>				<b>412.50</b>
US Uniform & Supply	Sheriff Uniform Sworn Staff	SS Shirt	10/30/2023	81.49
	Sheriff Uniform Sworn Staff	Armorskin	10/30/2023	151.49
	Sheriff Uniform Sworn Staff	Polo Shirt	10/16/2023	81.45
<b>US Uniform &amp; Supply Total</b>				<b>314.43</b>
valgite	IT Dues & Memb	ValGITE annual dues	11/1/2023	50.00
<b>valgite Total</b>				<b>50.00</b>
Valley Health	EMS Mat & Sup	Fire-EMS supply program	11/1/2023	1,027.70
<b>Valley Health Total</b>				<b>1,027.70</b>
Vaught, Tara A	Electoral Board Member Fees	11/07/2023 Officer of Election	11/7/2023	98.38

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VENDOR NAME	ACCOUNT DESC	FULL DESC	INVOICE DATE	AMOUNT
<b>Vaught, Tara A Total</b>				<b>98.38</b>
Verizon	Clk of CC Telephone	phone bill - 3 accounts 10/26-11/25	10/25/2023	88.24
	Clk of CC Telephone	phone bill - 3 accounts 11/26-12/25	11/25/2023	87.52
	District C Telephone	phone bill - 3 accounts 10/26-11/25	10/25/2023	62.04
	District C Telephone	phone bill - 3 accounts 11/26-12/25	11/25/2023	62.61
	IT Telephone	phone bill - 3 accounts 10/26-11/25	10/25/2023	397.67
	IT Telephone	phone bill - 3 accounts 11/26-12/25	11/25/2023	393.78
	J&D Court Telephone	phone bill - 3 accounts 10/26-11/25	10/25/2023	60.32
	J&D Court Telephone	phone bill - 3 accounts 11/26-12/25	11/25/2023	56.89
	Maintenanc Telephone	phone bill - 3 accounts 10/26-11/25	10/25/2023	47.89
	Maintenanc Telephone	phone bill - 3 accounts 11/26-12/25	11/25/2023	47.17
	Sheriff Telephone	phone bill - 3 accounts 10/26-11/25	10/25/2023	274.88
	Sheriff Telephone	Includes Svcs for Sept and Oct	10/31/2023	104.40
	Sheriff Telephone	phone bill - 3 accounts 11/26-12/25	11/25/2023	246.72
	County Adm Telephone	phone bill - 3 accounts 10/26-11/25	10/25/2023	12.00
	County Adm Telephone	phone bill - 3 accounts 11/26-12/25	11/25/2023	12.00
	Com of Rev Telephone	phone bill - 3 accounts 10/26-11/25	10/25/2023	8.00
	Com of Rev Telephone	phone bill - 3 accounts 11/26-12/25	11/25/2023	8.00
	Treasurer Telephone	phone bill - 3 accounts 10/26-11/25	10/25/2023	4.00
	Treasurer Telephone	phone bill - 3 accounts 11/26-12/25	11/25/2023	4.00
	Registrar Telephone	phone bill - 3 accounts 10/26-11/25	10/25/2023	4.00
	Registrar Telephone	phone bill - 3 accounts 11/26-12/25	11/25/2023	4.00
	Comm Atty Telephone	phone bill - 3 accounts 10/26-11/25	10/25/2023	16.00
	Comm Atty Telephone	phone bill - 3 accounts 11/26-12/25	11/25/2023	16.00
	EMS Telephone	phone bill - 3 accounts 10/26-11/25	10/25/2023	49.03
	EMS Telephone	phone bill - 3 accounts 11/26-12/25	11/25/2023	47.74
	Probation Telephone	phone bill - 3 accounts 10/26-11/25	10/25/2023	4.00
	Probation Telephone	phone bill - 3 accounts 11/26-12/25	11/25/2023	4.00
	Bldg Insp Telephone	phone bill - 3 accounts 10/26-11/25	10/25/2023	8.00
	Bldg Insp Telephone	phone bill - 3 accounts 11/26-12/25	11/25/2023	8.00
	AnimalShltr Telephone	phone bill - 3 accounts 10/26-11/25	10/25/2023	47.89
	AnimalShltr Telephone	phone bill - 3 accounts 11/26-12/25	11/25/2023	47.17
	Parks Adm Telephone	phone bill - 3 accounts 10/26-11/25	10/25/2023	71.89
	Parks Adm Telephone	phone bill - 3 accounts 11/26-12/25	11/25/2023	71.17
	Plan Adm Telephone	phone bill - 3 accounts 10/26-11/25	10/25/2023	12.00
	Plan Adm Telephone	phone bill - 3 accounts 11/26-12/25	11/25/2023	12.00
	JAS Finance Telephone	phone bill - 3 accounts 10/26-11/25	10/25/2023	127.78
	JAS Finance Telephone	phone bill - 3 accounts 11/26-12/25	11/25/2023	126.34
<b>Verizon Total</b>				<b>2,655.14</b>
Veterinary Community	AnimalShltr Pur Svcs	cdm-Oct k9/fe vaccines	11/1/2023	750.00
<b>Veterinary Community Total</b>				<b>750.00</b>
VITA	Clk of CC Telephone	October phone bill 2023	11/1/2023	0.43
	District C Telephone	October phone bill 2023	11/1/2023	109.91
	IT Telephone	October phone bill 2023	11/1/2023	138.95
	J&D Court Telephone	October phone bill 2023	11/1/2023	0.03
	Maintenanc Telephone	October phone bill 2023	11/1/2023	64.26
	Sheriff Telephone	October phone bill 2023	11/1/2023	2,948.62
<b>VITA Total</b>				<b>3,262.20</b>
Wage Works	Flex Bens Pur Svcs	Admin fee for November	11/29/2023	407.00
<b>Wage Works Total</b>				<b>407.00</b>
Walmart	Programs Mat & Sup	supplies	11/8/2023	32.94
	Rec Center Mat & Sup	supplies	11/8/2023	84.20
	Rec Center Merch for Resale	supplies	11/8/2023	139.44
	Parks Adm Mat & Sup	supplies	11/8/2023	37.02
<b>Walmart Total</b>				<b>293.60</b>
Washington Gas	104Church Maint Heating	104 N Church 10/13-11/14	11/22/2023	319.98
	AlRec Maint Heating	225 AL SMITH CIR, Oct & Nov 2023 / 2 months	11/17/2023	2,024.62
	100 N Church Maint Heating	100 N Church 10/13-11/14	11/16/2023	101.66
<b>Washington Gas Total</b>				<b>2,446.26</b>
Watson, William	Electoral Board Member Fees	11072023 Equipment Custodian	11/7/2023	400.00
	Electoral Mat & Sup	Car Key Battery Reimbursement	11/7/2023	8.94
<b>Watson, William Total</b>				<b>408.94</b>
White, Rebecca	Sheriff Travel - Communication	Per Diem - Southern Software Conf	11/4/2023	231.50
<b>White, Rebecca Total</b>				<b>231.50</b>
Wilson, Karen	Electoral Board Member Fees	11/07/2023 Officer of Election	11/7/2023	94.00
<b>Wilson, Karen Total</b>				<b>94.00</b>
Winchester Printers	Cnsrv Esmt Donation Pur Svcs	CEA 2023 Fall Newsletter	10/23/2023	1,230.00
<b>Winchester Printers Total</b>				<b>1,230.00</b>
Winchester Star	BoS Advertising	cdm-Oct PH ads stnt 79686	10/31/2023	662.66
<b>Winchester Star Total</b>				<b>662.66</b>
Wright Shooting	Sheriff Travel - Sworn Staff	Pistol Mounted Optics Class - D Allen	10/29/2023	500.00
<b>Wright Shooting Total</b>				<b>500.00</b>
York, Robin	HstPrvCom Board Member Fees	Attd @ HPC Meeting 11/15/23	11/17/2023	25.00
<b>York, Robin Total</b>				<b>25.00</b>
<b>Grand Total</b>				<b>368,154.46</b>

**Clarke County**  
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FUNCTION	OBJECT	ACCOUNT DESCRIPTION	REVISED BUDGET	YTD EXPENDED	AVAILABLE BUDGET	% Used
11010-Board of Supervisors						
11010	1300	BoS Part Time Salaries	13,800.00	5,750.00	8,050.00	42%
11010	2100	BoS FICA	948.00	350.29	597.71	37%
11010	2300	BoS Health Ins	20,307.19	8,419.00	11,888.19	41%
11010	2700	BoS Worker's Comp	8.76	8.47	0.29	97%
11010	3000	BoS Pur Svcs	1,500.00	780.00	720.00	52%
11010	3600	BoS Advertising	5,600.00	1,466.06	4,133.94	26%
11010	5210	BoS Postal Services	500.00	11.97	488.03	2%
11010	5230	BoS Telephone	35.00	0.00	35.00	0%
11010	5300	BoS Insurance	4,200.00	3,969.00	231.00	95%
11010	5500	BoS Travel	4,000.00	1,589.38	2,410.62	40%
11010	5800	BoS Miscellaneous Expenditures	2,200.00	207.37	1,992.63	9%
11010	5810	BoS Dues & Memb	5,500.00	3,922.00	1,578.00	71%
11010	6000	BoS Mat & Sup	800.00	0.00	800.00	0%
<b>11010-Board of Supervisors Total</b>			<b>59,398.95</b>	<b>26,473.54</b>	<b>32,925.41</b>	<b>45%</b>
12110-County Administrator						
12110	1100	County Adm Salaries	275,542.56	112,697.15	162,845.41	41%
12110	1300	County Adm Part Time Salaries	42,184.00	12,032.15	30,151.85	29%
12110	2100	County Adm FICA	23,664.75	9,577.08	14,087.67	40%
12110	2210	County Adm VRS 1&2	19,446.00	8,102.65	11,343.35	42%
12110	2220	County Adm VRS Hybrid	11,685.00	4,868.75	6,816.25	42%
12110	2300	County Adm Health Ins	20,307.37	8,461.40	11,845.97	42%
12110	2400	County Adm Life Ins	3,625.00	1,510.10	2,114.90	42%
12110	2510	County Adm Dis Ins Hybrid	536.00	223.35	312.65	42%
12110	2700	County Adm Workers Comp	199.63	196.59	3.04	98%
12110	3000	County Adm Pur Svcs	6,000.00	1,411.05	4,588.95	24%
12110	3320	County Adm Maint Contracts	5,000.00	0.00	5,000.00	0%
12110	3500	County Adm Printing & Binding	200.00	0.00	200.00	0%
12110	3600	County Adm Advertising	500.00	0.00	500.00	0%
12110	5210	County Adm Postal Svcs	1,000.00	8.13	991.87	1%
12110	5230	County Adm Telephone	800.00	305.34	494.66	38%
12110	5500	County Adm Travel	2,500.00	746.52	1,753.48	30%
12110	5800	County Adm Miscellaneous Expen	2,000.00	580.60	1,419.40	29%
12110	5810	County Adm Dues & Memb	1,800.00	350.00	1,450.00	19%
12110	6000	County Adm Mat & Sup	4,000.00	1,130.71	2,869.29	28%
12110	6008	County Adm Vehicle Fuel	2,200.00	835.69	1,364.31	38%
<b>12110-County Administrator Total</b>			<b>423,190.31</b>	<b>163,037.26</b>	<b>260,153.05</b>	<b>39%</b>
12120-Public Information Serv						
12120	1100	Inform Salaries - Regular	47,694.00	19,872.60	27,821.40	42%
12120	2100	Inform FICA	3,649.00	1,508.52	2,140.48	41%
12120	2220	Inform VRS Hybrid	5,490.00	2,287.40	3,202.60	42%
12120	2300	Inform Health Ins	9,627.81	4,230.70	5,397.11	44%
12120	2400	Inform Life Ins	639.00	266.30	372.70	42%
12120	2510	Inform Dis Ins Hybrid	252.00	104.95	147.05	42%
12120	2700	Inform Workers Comp	29.71	29.27	0.44	99%
12120	3000	Inform Pur Svcs	6,000.00	7,577.90	(1,577.90)	126%
12120	5210	Inform Postal Svcs	100.00	0.00	100.00	0%

**Clarke County**  
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FUNCTION	OBJECT	ACCOUNT DESCRIPTION	REVISED BUDGET	YTD EXPENDED	AVAILABLE BUDGET	% Used
12120	5230	Inform Telephone	200.00	0.00	200.00	0%
12120	5500	Inform Travel	500.00	0.00	500.00	0%
12120	6000	Inform Mat & Sup	500.00	0.00	500.00	0%
12120	6035	Inform Noncap Ofc Equip	0.00	138.00	(138.00)	100%
<b>12120-Public Information Serv Total</b>			<b>74,681.52</b>	<b>36,015.64</b>	<b>38,665.88</b>	<b>48%</b>
12210-Legal Services						
12210	3000	Legal Svc Pur Svcs	35,000.00	2,857.50	32,142.50	8%
<b>12210-Legal Services Total</b>			<b>35,000.00</b>	<b>2,857.50</b>	<b>32,142.50</b>	<b>8%</b>
12310-Commissioner of Revenue						
12310	1100	Com of Rev Salaries	188,370.00	78,487.60	109,882.40	42%
12310	1300	Com of Rev Part Time Salaries	27,150.00	12,037.50	15,112.50	44%
12310	2100	Com of Rev FICA	15,064.00	6,389.50	8,674.50	42%
12310	2210	Com of Rev VRS 1&2	21,682.00	9,033.90	12,648.10	42%
12310	2300	Com of Rev Health Ins	35,169.82	14,735.10	20,434.72	42%
12310	2400	Com of Rev Life Ins	2,524.00	1,051.70	1,472.30	42%
12310	2700	Com of Rev Workers Comp	135.45	133.43	2.02	99%
12310	3000	Com of Rev Pur Svcs	1,800.00	281.08	1,518.92	16%
12310	3320	Com of Rev Maint Contracts	300.00	45.00	255.00	15%
12310	3500	Com of Rev Printing & Binding	300.00	0.00	300.00	0%
12310	3600	Com of Rev Advertising	100.00	0.00	100.00	0%
12310	4100	Com of Rev Data Processing	5,000.00	3,190.00	1,810.00	64%
12310	5210	Com of Rev Postal Svcs	2,000.00	769.00	1,231.00	38%
12310	5230	Com of Rev Telephone	200.00	48.00	152.00	24%
12310	5500	Com of Rev Travel	2,000.00	511.47	1,488.53	26%
12310	5510	Com of Rev Local Mileage	300.00	0.00	300.00	0%
12310	5810	Com of Rev Dues & Memb	800.00	275.00	525.00	34%
12310	6000	Com of Rev Mat & Sup	1,200.00	514.88	685.12	43%
12310	6035	Com of Rev Noncap Ofc Equip	200.00	0.00	200.00	0%
<b>12310-Commissioner of Revenue Total</b>			<b>304,295.27</b>	<b>127,503.16</b>	<b>176,792.11</b>	<b>42%</b>
12410-Treasurer						
12410	1100	Treasurer Salaries	231,550.00	92,266.04	139,283.96	40%
12410	2100	Treasurer FICA	16,646.00	6,958.40	9,687.60	42%
12410	2210	Treasurer VRS 1&2	11,165.00	4,652.20	6,512.80	42%
12410	2220	Treasurer VRS Hybrid	15,485.00	6,054.06	9,430.94	39%
12410	2300	Treasurer Health Ins	55,711.34	17,253.89	38,457.45	31%
12410	2400	Treasurer Life Ins	3,103.00	1,246.45	1,856.55	40%
12410	2510	Treasurer Dis Ins Hybrid	710.00	277.72	432.28	39%
12410	2700	Treasurer Workers Comp	144.25	142.10	2.15	99%
12410	2800	Treasurer Leave Pay	0.00	2,720.79	(2,720.79)	100%
12410	3000	Treasurer Pur Svcs	1,500.00	233.96	1,266.04	16%
12410	3180	Treasurer Credit Card Fees	30,000.00	5,128.18	24,871.82	17%
12410	3190	Treasurer DMV Stop	10,000.00	2,925.00	7,075.00	29%
12410	3320	Treasurer Maint Contracts	5,400.00	3,121.25	2,278.75	58%
12410	3500	Treasurer Printing & Binding	8,000.00	4,138.13	3,861.87	52%
12410	3600	Treasurer Advertising	500.00	0.00	500.00	0%
12410	5210	Treasurer Postal Svcs	29,000.00	1,702.80	27,297.20	6%
12410	5230	Treasurer Telephone	300.00	24.00	276.00	8%



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FUNCTION	OBJECT	ACCOUNT DESCRIPTION	REVISED BUDGET	YTD EXPENDED	AVAILABLE BUDGET	% Used
12410	5500	Treasurer Travel	3,000.00	608.02	2,391.98	20%
12410	5510	Treasurer Local Mileage	400.00	137.55	262.45	34%
12410	5810	Treasurer Dues & Memb	600.00	525.00	75.00	88%
12410	6000	Treasurer Mat & Sup	15,000.00	3,201.99	11,798.01	21%
<b>12410-Treasurer Total</b>			<b>438,214.59</b>	<b>153,317.53</b>	<b>284,897.06</b>	<b>35%</b>
12510-Data Processing/IT						
12510	1100	IT Salaries	187,264.00	78,026.85	109,237.15	42%
12510	2100	IT FICA	14,218.00	5,950.78	8,267.22	42%
12510	2210	IT VRS 1&2	12,652.00	5,271.80	7,380.20	42%
12510	2220	IT VRS Hybrid	8,902.00	3,709.10	5,192.90	42%
12510	2300	IT Health Ins	20,306.57	8,461.40	11,845.17	42%
12510	2400	IT Life Ins	2,509.00	1,045.55	1,463.45	42%
12510	2510	IT Dis Ins Hybrid	408.00	170.15	237.85	42%
12510	2700	IT Workers Comp	116.66	114.92	1.74	99%
12510	3320	IT Maint Contracts	5,500.00	1,625.00	3,875.00	30%
12510	5210	IT Postal Svcs	100.00	0.00	100.00	0%
12510	5230	IT Telephone	8,000.00	3,234.92	4,765.08	40%
12510	5240	IT Telecomm Online Tech	20,000.00	6,313.07	13,686.93	32%
12510	5400	IT Leases & Rentals	25,560.00	11,137.75	14,422.25	44%
12510	5500	IT Travel	1,000.00	0.00	1,000.00	0%
12510	5810	IT Dues & Memb	100.00	50.00	50.00	50%
12510	6000	IT Mat & Sup	2,000.00	0.00	2,000.00	0%
12510	6008	IT Vehicle Fuel	100.00	49.44	50.56	49%
12510	6040	IT Tech SW/OL	82,054.79	48,226.22	33,828.57	59%
12510	6050	IT Noncap Technology Hardware	45,000.00	9,690.25	35,309.75	22%
<b>12510-Data Processing/IT Total</b>			<b>435,791.02</b>	<b>183,077.20</b>	<b>252,713.82</b>	<b>42%</b>
13100-Electoral Board and Officials						
13100	1300	Electoral Part Time Salaries	7,232.00	2,561.28	4,670.72	35%
13100	2100	Electoral FICA	552.00	195.94	356.06	35%
13100	2700	Electoral Workers Comp	4.82	4.75	0.07	99%
13100	3000	Electoral Pur Svcs	9,165.00	4,273.25	4,891.75	47%
13100	3160	Electoral Board Member Fees	34,650.00	9,409.47	25,240.53	27%
13100	3320	Electoral Maint Contracts	9,000.00	5,835.50	3,164.50	65%
13100	3500	Electoral Printing & Binding	8,800.00	4,268.27	4,531.73	49%
13100	3600	Electoral Advertising	600.00	192.00	408.00	32%
13100	5210	Electoral Postal Svcs	4,100.00	784.83	3,315.17	19%
13100	5400	Electoral Leases & Rentals	3,150.00	780.70	2,369.30	25%
13100	5500	Electoral Travel	1,500.00	0.00	1,500.00	0%
13100	5510	Electoral Local Mileage	1,500.00	111.35	1,388.65	7%
13100	5810	Electoral Dues & Memb	200.00	200.00	0.00	100%
13100	6000	Electoral Mat & Sup	2,600.00	783.10	1,816.90	30%
13100	6035	Electoral Noncap Office Equip	1,400.00	0.00	1,400.00	0%
<b>13100-Electoral Board and Officials Total</b>			<b>84,453.82</b>	<b>29,400.44</b>	<b>55,053.38</b>	<b>35%</b>
13200-Registrar						
13200	1100	Registrar Salaries	130,218.00	52,840.90	77,377.10	41%
13200	1300	Registrar Part Time Salaries	10,856.00	4,323.61	6,532.39	40%
13200	2100	Registrar FICA	12,286.00	4,349.81	7,936.19	35%

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FUNCTION	OBJECT	ACCOUNT DESCRIPTION	REVISED BUDGET	YTD EXPENDED	AVAILABLE BUDGET	% Used
13200	2210	Registrar VRS 1&2	16,329.00	6,081.95	10,247.05	37%
13200	2300	Registrar Health Ins	20,153.38	8,461.40	11,691.98	42%
13200	2400	Registrar Life Ins	1,897.00	708.05	1,188.95	37%
13200	2700	Registrar Workers Comp	66.99	65.99	1.00	99%
13200	3000	Registrar Pur Svcs	1,540.00	64.00	1,476.00	4%
13200	3320	Registrar Maint Contracts	2,640.00	0.00	2,640.00	0%
13200	5210	Registrar Postal Svcs	2,024.00	517.68	1,506.32	26%
13200	5230	Registrar Telephone	1,100.00	257.34	842.66	23%
13200	5500	Registrar Travel	1,600.00	965.68	634.32	60%
13200	5510	Registrar Local Mileage	700.00	256.36	443.64	37%
13200	5810	Registrar Dues & Memb	300.00	0.00	300.00	0%
13200	6000	Registrar Mat & Sup	1,210.00	280.14	929.86	23%
<b>13200-Registrar Total</b>			<b>202,920.37</b>	<b>79,172.91</b>	<b>123,747.46</b>	<b>39%</b>
21100-Circuit Court						
21100	5841	Circuit C Juror Pay	7,000.00	600.00	6,400.00	9%
21100	5842	Circuit C Jury Comm	270.00	200.00	70.00	74%
21100	6000	Circuit C Mat & Sup	0.00	186.00	(186.00)	100%
21100	7000	Circuit Ct Pyt to Joint Ops	12,000.00	7,410.12	4,589.88	62%
<b>21100-Circuit Court Total</b>			<b>19,270.00</b>	<b>8,396.12</b>	<b>10,873.88</b>	<b>44%</b>
21200-General District Court						
21200	3000	District C Pur Svcs	3,000.00	3,000.00	0.00	100%
21200	3150	District C Legal Svcs	270.00	0.00	270.00	0%
21200	3320	District C Maint Contracts	700.00	410.09	289.91	59%
21200	5210	District C Postal Svcs	900.00	290.58	609.42	32%
21200	5230	District C Telephone	2,000.00	805.67	1,194.33	40%
21200	5500	District C Travel	500.00	0.00	500.00	0%
21200	5810	District C Dues & Memb	50.00	50.00	0.00	100%
21200	6000	District C Mat & Sup	700.00	606.74	93.26	87%
<b>21200-General District Court Total</b>			<b>8,120.00</b>	<b>5,163.08</b>	<b>2,956.92</b>	<b>64%</b>
21510-Blue Ridge Legal Services						
21510	5600	Blue Ridge Legal Svc Contr	1,500.00	1,500.00	0.00	100%
<b>21510-Blue Ridge Legal Services Total</b>			<b>1,500.00</b>	<b>1,500.00</b>	<b>0.00</b>	<b>100%</b>
21600-Juvenile & Domestic Relations						
21600	3000	J&D Court Pur Svcs	3,000.00	3,000.00	0.00	100%
21600	3320	J&D Court Maint Contracts	700.00	527.37	172.63	75%
21600	5210	J&D Court Postal Svcs	700.00	102.99	597.01	15%
21600	5230	J&D Court Telephone	700.00	347.09	352.91	50%
21600	5500	J&D Court Travel	500.00	0.00	500.00	0%
21600	5810	J&D Court Dues & Memb	50.00	50.00	0.00	100%
21600	6000	J&D Court Mat & Sup	750.00	0.00	750.00	0%
<b>21600-Juvenile &amp; Domestic Relations Total</b>			<b>6,400.00</b>	<b>4,027.45</b>	<b>2,372.55</b>	<b>63%</b>
21700-Clerk of the Circuit Court						
21700	1100	Clk of CC Salaries	209,768.00	87,403.30	122,364.70	42%
21700	2100	Clk of CC FICA	16,047.00	6,700.65	9,346.35	42%
21700	2210	Clk of CC VRS 1&2	14,285.00	5,952.15	8,332.85	42%
21700	2220	Clk of CC VRS Hybrid	9,860.00	4,108.05	5,751.95	42%
21700	2400	Clk of CC Life Ins	2,811.00	1,171.20	1,639.80	42%

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FUNCTION	OBJECT	ACCOUNT DESCRIPTION	REVISED BUDGET	YTD EXPENDED	AVAILABLE BUDGET	% Used
21700	2510	Clk of CC Dis Ins Hybrid	452.00	188.45	263.55	42%
21700	2700	Clk of CC Workers Comp	130.68	128.73	1.95	99%
21700	3000	Clk of CC Pur Svcs	4,435.00	1,935.00	2,500.00	44%
21700	3320	Clk of CC Maint Contracts	24,435.00	1,843.02	22,591.98	8%
21700	3510	Clk of CC Microfilming	7,000.00	1,985.37	5,014.63	28%
21700	5210	Clk of CC Postal Svcs	5,800.00	1,800.46	3,999.54	31%
21700	5230	Clk of CC Telephone	1,025.00	524.54	500.46	51%
21700	5810	Clk of CC Dues & Memb	370.00	370.00	0.00	100%
21700	6000	Clk of CC Mat & Sup	4,565.00	3,641.74	923.26	80%
<b>21700-Clerk of the Circuit Court Total</b>			<b>300,983.68</b>	<b>117,752.66</b>	<b>183,231.02</b>	<b>39%</b>
21910-Victim and Witness Assistance						
21910	1100	VictimWit Regular Salary	51,108.00	21,503.35	29,604.65	42%
21910	1300	VictimWit Part Time Sal	14,815.00	6,944.90	7,870.10	47%
21910	2100	VictimWit FICA	5,043.00	2,180.44	2,862.56	43%
21910	2210	VictimWit VRS 1&2	5,883.00	2,475.05	3,407.95	42%
21910	2400	VictimWit Life Ins	685.00	288.15	396.85	42%
21910	2700	VictimWit Workers Comp	41.24	40.45	0.79	98%
21910	3000	VictimWit Pur Svcs	150.00	0.00	150.00	0%
21910	5210	VictimWit Postal Svcs	500.00	0.00	500.00	0%
21910	5230	VictimWit Telephone	500.00	208.18	291.82	42%
21910	5500	VictimWit Travel	1,500.00	894.00	606.00	60%
21910	5810	VictimWit Dues & Memb	500.00	0.00	500.00	0%
21910	6000	VictimWit Mat & Sup	1,000.00	0.00	1,000.00	0%
<b>21910-Victim and Witness Assistance Total</b>			<b>81,725.24</b>	<b>34,534.52</b>	<b>47,190.72</b>	<b>42%</b>
21940-Regional Court Services						
21940	5600	Regional Crt Svc Entity Gift	8,000.00	8,000.00	0.00	100%
<b>21940-Regional Court Services Total</b>			<b>8,000.00</b>	<b>8,000.00</b>	<b>0.00</b>	<b>100%</b>
22100-Commonwealth's Attorney						
22100	1100	Comm Atty Salaries	328,524.61	136,948.50	191,576.11	42%
22100	1100	Comm Atty VSTOP Salaries	8,724.00	3,363.60	5,360.40	39%
22100	1300	Comm Atty Part Time Salaries	15,564.00	7,478.85	8,085.15	48%
22100	1300	Comm Atty VSTOP PT Salaries	18,511.00	7,712.80	10,798.20	42%
22100	2100	Comm Atty FICA	26,727.50	11,025.85	15,701.65	41%
22100	2100	Comm Atty VSTOP FICA	668.00	477.06	190.94	71%
22100	2210	Comm Atty VRS 1&2	15,927.00	2,782.68	13,144.32	17%
22100	2210	Comm Atty VSTOP VRS 1&2	1,004.00	361.77	642.23	36%
22100	2220	Comm Atty VRS Hybrid	21,885.60	13,005.40	8,880.20	59%
22100	2300	Comm Atty Health Ins	37,121.51	16,185.90	20,935.61	44%
22100	2400	Comm Atty Life Ins	4,402.41	1,838.04	2,564.37	42%
22100	2400	Comm Atty VSTOP Life Ins	117.00	42.11	74.89	36%
22100	2510	Comm Atty Dis Ins Hybrid	1,003.65	596.65	407.00	59%
22100	2700	Comm Atty Workers Comp	227.38	159.99	67.39	70%
22100	2700	Comm Atty VSTOP Workers Comp	5.44	5.17	0.27	95%
22100	3000	Comm Atty Pur Svcs	100.00	0.00	100.00	0%
22100	3320	Comm Atty Maint Contracts	750.00	503.10	246.90	67%
22100	5210	Comm Atty Postal Svcs	1,500.00	680.00	820.00	45%
22100	5230	Comm Atty Telephone	2,500.00	512.39	1,987.61	20%

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FUNCTION	OBJECT	ACCOUNT DESCRIPTION	REVISED BUDGET	YTD EXPENDED	AVAILABLE BUDGET	% Used
22100	5500	Comm Atty Travel	7,000.00	2,243.02	4,756.98	32%
22100	5549	Comm Atty Witness Travel Expen	1,500.00	0.00	1,500.00	0%
22100	5810	Comm Atty Dues & Memb	3,500.00	1,978.00	1,522.00	57%
22100	6000	Comm Atty Mat & Sup	3,500.00	1,835.39	1,664.61	52%
22100	6035	Comm Atty Noncap Office Equip	400.00	0.00	400.00	0%
22100	6040	Technology SW/OL Content	2,500.00	0.00	2,500.00	0%
<b>22100-Commonwealth's Attorney Total</b>			<b>503,663.10</b>	<b>209,736.27</b>	<b>293,926.83</b>	<b>42%</b>
31200-Sheriff - Total						
31200	1100	Sheriff Salaries	1,879,349.00	738,934.20	1,140,414.80	39%
31200	1200	Sheriff Overtime	33,500.00	61,890.75	(28,390.75)	185%
31200	1200	CITAC Overtime	5,000.00	0.00	5,000.00	0%
31200	1300	Sheriff Part Time Salaries	43,860.00	19,728.16	24,131.84	45%
31200	1660	Sheriff Emp Bonuses	27,500.00	22,000.00	5,500.00	80%
31200	2100	Sheriff FICA	149,015.00	65,037.46	83,977.54	44%
31200	2100	OCDETF Sheriff FICA	0.00	52.79	(52.79)	100%
31200	2210	Sheriff VRS 1&2	169,223.00	69,173.29	100,049.71	41%
31200	2220	Sheriff VRS Hybrid	43,588.00	16,001.60	27,586.40	37%
31200	2300	Sheriff Health Ins	266,100.53	108,753.47	157,347.06	41%
31200	2300	OCDETF Sheriff Hth Ins	0.00	95.85	(95.85)	100%
31200	2400	Sheriff Life Ins	24,776.00	9,915.93	14,860.07	40%
31200	2510	Sheriff Dis Ins Hybrid	2,000.00	734.04	1,265.96	37%
31200	2700	Sheriff Workers Comp	39,492.13	38,843.53	648.60	98%
31200	2800	Sheriff Leave Pay	0.00	4,563.49	(4,563.49)	100%
31200	2810	Sheriff Holiday Pay	59,715.00	26,232.82	33,482.18	44%
31200	2860	Sheriff LODA	21,137.02	20,981.73	155.29	99%
31200	3000	Sheriff Pur Svcs	40,000.00	11,687.33	28,312.67	29%
31200	3320	Sheriff Maint Contracts	202,284.00	103,103.40	99,180.60	51%
31200	3320	Sheriff E-Ticket Maint Svc	0.00	4,950.00	(4,950.00)	100%
31200	3350	Sheriff Insured Repair Svcs	2,100.00	0.00	2,100.00	0%
31200	3500	Sheriff Printing & Binding	1,050.00	0.00	1,050.00	0%
31200	5210	Sheriff Postal Svcs	2,320.00	512.40	1,807.60	22%
31200	5230	Sheriff Telephone	97,198.00	32,799.63	64,398.37	34%
31200	5300	Sheriff Insurance	12,000.00	10,258.56	1,741.44	85%
31200	5400	Sheriff Leases & Rentals	17,850.00	32,613.78	(14,763.78)	183%
31200	5500	Sheriff Travel	70,800.00	795.00	70,005.00	1%
31200	5500	Sheriff Travel - Communication	0.00	3,732.67	(3,732.67)	100%
31200	5500	Sheriff Travel - Sworn Staff	0.00	22,331.93	(22,331.93)	100%
31200	5800	Sheriff Miscellaneous Expendit	1,000.00	0.00	1,000.00	0%
31200	5810	Sheriff Dues & Memb	5,250.00	2,968.65	2,281.35	57%
31200	6000	Sheriff Mat & Sup	63,500.00	542.73	62,957.27	1%
31200	6000	Sheriff COS Mat & Sup	0.00	1,378.91	(1,378.91)	100%
31200	6000	Sheriff ETK Mat & Sup	25,000.00	17,717.17	7,282.83	71%
31200	6000	Sheriff PSU Mat & Sup	0.00	2,259.93	(2,259.93)	100%
31200	6000	Sheriff SOS Mat & Sup	0.00	3,608.48	(3,608.48)	100%
31200	6000	Sheriff VRP Mat & Sup	0.00	13,219.07	(13,219.07)	100%
31200	6000	ICAC Mat & Sup	5,000.00	0.00	5,000.00	0%
31200	6008	Sheriff Vehicle Fuel	66,000.00	28,828.67	37,171.33	44%

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FUNCTION	OBJECT	ACCOUNT DESCRIPTION	REVISED BUDGET	YTD EXPENDED	AVAILABLE BUDGET	% Used
31200	6011	Sheriff Clothing	15,650.00	0.00	15,650.00	0%
31200	6011	Sheriff Uniform Sworn Staff	0.00	3,511.45	(3,511.45)	100%
31200	6015	Sheriff Ammunition	28,000.00	21,147.43	6,852.57	76%
<b>31200-Sheriff - Total Total</b>			<b>3,419,257.68</b>	<b>1,520,906.30</b>	<b>1,898,351.38</b>	<b>44%</b>
31210-Criminal Justice Training Ctr						
31210	5600	Criminal Justice Training Ctr	21,723.00	21,723.00	0.00	100%
<b>31210-Criminal Justice Training Ctr Total</b>			<b>21,723.00</b>	<b>21,723.00</b>	<b>0.00</b>	<b>100%</b>
31220-Drug Task Force						
31220	5600	Drug Task Force Entity Gift	13,400.00	3,829.72	9,570.28	29%
<b>31220-Drug Task Force Total</b>			<b>13,400.00</b>	<b>3,829.72</b>	<b>9,570.28</b>	<b>29%</b>
32200-Volunteer Fire Companies						
32200	2510	Vol Fire Dis Ins Hybrid	11,000.00	10,323.00	677.00	94%
32200	2700	Vol Fire Worker's Comp	21,000.00	11,902.00	9,098.00	57%
32200	5300	Vol Fire Co Insurance	57,000.00	1,519.00	55,481.00	3%
32200	5600	Vol Fire Companies Entity Gift	25,000.00	0.00	25,000.00	0%
32200	5696	Recruitment/Retention-Tuition	10,500.00	309.39	10,190.61	3%
32200	5697	Vol Fire 4 for Life Grant	19,000.00	0.00	19,000.00	0%
32200	5698	Vol Fire Fire Programs	38,000.00	37,955.01	44.99	100%
32200	6000	Vol Fire Mat'l Suppls	500.00	0.00	500.00	0%
<b>32200-Volunteer Fire Companies Total</b>			<b>182,000.00</b>	<b>62,008.40</b>	<b>119,991.60</b>	<b>34%</b>
32201-Blue Ridge Volunteer Fire Co						
32201	2860	Blue Ridge Vol Fire Co LODA	1,776.50	1,711.90	64.60	96%
32201	5510	Blue Ridge Vol Fire Fee for Svc	8,000.00	5,333.44	2,666.56	67%
32201	5600	Blue Ridge Vol Fire Co Contrib	90,000.00	45,000.00	45,000.00	50%
<b>32201-Blue Ridge Volunteer Fire Co Total</b>			<b>99,776.50</b>	<b>52,045.34</b>	<b>47,731.16</b>	<b>52%</b>
32202-Boyce Volunteer Fire Co						
32202	2860	Boyce Volunteer Fire Co LODA	3,344.00	3,222.40	121.60	96%
32202	5510	Boyce Vol Fire Co Fee for Svc	25,000.00	5,375.11	19,624.89	22%
32202	5600	Boyce Volunteer Fire Co Contr	90,000.00	45,000.00	45,000.00	50%
<b>32202-Boyce Volunteer Fire Co Total</b>			<b>118,344.00</b>	<b>53,597.51</b>	<b>64,746.49</b>	<b>45%</b>
32203-Enders Volunteer Fire Co						
32203	2860	Enders Volunteer Fire Co LODA	5,434.00	5,236.40	197.60	96%
32203	5510	Enders Vol Fire Co Fee for Svc	80,000.00	45,165.27	34,834.73	56%
32203	5600	Enders Volunteer Fire Co Contr	90,000.00	45,000.00	45,000.00	50%
<b>32203-Enders Volunteer Fire Co Total</b>			<b>175,434.00</b>	<b>95,401.67</b>	<b>80,032.33</b>	<b>54%</b>
32310-Fire and Rescue Services						
32310	1100	EMS Salaries	1,085,000.00	464,090.19	620,909.81	43%
32310	1100	SAFER Grant Salaries	0.00	0.00	0.00	100%
32310	1200	EMS Overtime	100,000.00	98,100.16	1,899.84	98%
32310	1300	EMS Part Time Salaries	100,000.00	30,684.10	69,315.90	31%
32310	2100	EMS FICA	95,954.50	44,262.10	51,692.40	46%
32310	2100	SAFER Grant FICA	0.00	0.00	0.00	100%
32310	2210	EMS VRS 1&2	118,463.00	50,906.85	67,556.15	43%
32310	2210	SAFER Grant VRS 1&2	0.00	0.00	0.00	100%
32310	2220	EMS VRS Hybrid	6,422.00	2,676.00	3,746.00	42%
32310	2300	EMS Health Ins	214,203.53	81,641.05	132,562.48	38%
32310	2300	SAFER Grant Health Ins	0.00	0.00	0.00	100%

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FUNCTION	OBJECT	ACCOUNT DESCRIPTION	REVISED BUDGET	YTD EXPENDED	AVAILABLE BUDGET	% Used
32310	2400	EMS Life Ins	14,538.00	6,238.19	8,299.81	43%
32310	2400	SAFER Grant Group Life Ins	0.00	0.00	0.00	100%
32310	2510	EMS Dis Ins Hybrid	295.00	122.75	172.25	42%
32310	2700	EMS Workers Comp	33,816.44	30,299.19	3,517.25	90%
32310	2800	EMS Annual Leave Payouts	0.00	2,773.44	(2,773.44)	100%
32310	2810	EMS Holiday Pay	40,000.00	15,920.55	24,079.45	40%
32310	2860	EMS LODA	15,958.07	17,668.48	(1,710.41)	111%
32310	3000	EMS Pur Svcs	94,000.00	7,119.65	86,880.35	8%
32310	3000	EMS Pur Svcs-Employee Training	15,000.00	3,614.96	11,385.04	24%
32310	5210	EMS Postal Services	200.00	93.38	106.62	47%
32310	5230	EMS Telephone	1,550.00	1,864.36	(314.36)	120%
32310	5230	EMS LEMPG Grant-Telephone	0.00	3,628.12	(3,628.12)	100%
32310	5500	EMS Travel	12,000.00	8,660.14	3,339.86	72%
32310	5800	EMS Miscellaneous	4,500.00	536.69	3,963.31	12%
32310	6000	EMS Mat & Sup	40,000.00	20,474.78	19,525.22	51%
32310	6000	EMS Mat'l's and Supplies-Train	1,000.00	298.04	701.96	30%
32310	6000	EMS LEMPG Grant Mat & Sup	7,500.00	14,455.90	(6,955.90)	193%
32310	6008	EMS Vehicle Fuel	35,000.00	12,548.02	22,451.98	36%
32310	6011	FIRE/EMS Uniforms	28,000.00	11,965.85	16,034.15	43%
32310	6011	FIRE Personal Protection Equip	34,751.00	1,622.76	33,128.24	5%
32310	6011	Fire/EMS Ballistic PPE-ARPCF	4,500.00	4,500.00	0.00	100%
32310	6040	EMS Tech SW/OL	23,000.00	10,456.25	12,543.75	45%
<b>32310-Fire and Rescue Services Total</b>			<b>2,125,651.54</b>	<b>947,221.95</b>	<b>1,178,429.59</b>	<b>45%</b>
32320-Lord Fairfax Emergency Medical						
32320	5600	Lord Fairfax EMS Contribution	6,904.00	6,904.00	0.00	100%
<b>32320-Lord Fairfax Emergency Medical Total</b>			<b>6,904.00</b>	<b>6,904.00</b>	<b>0.00</b>	<b>100%</b>
32400-Forestry Services						
32400	5600	Forestry Svcs Entity Gift	2,874.00	2,874.00	0.00	100%
<b>32400-Forestry Services Total</b>			<b>2,874.00</b>	<b>2,874.00</b>	<b>0.00</b>	<b>100%</b>
33210-Regional Jail						
33210	7000	Regional Jail Joint Ops	541,010.00	251,519.00	289,491.00	46%
<b>33210-Regional Jail Total</b>			<b>541,010.00</b>	<b>251,519.00</b>	<b>289,491.00</b>	<b>46%</b>
33220-Juvenile Detention Center						
33220	3840	Juv Det Ctr Intergov Svc Agree	13,146.00	3,174.00	9,972.00	24%
<b>33220-Juvenile Detention Center Total</b>			<b>13,146.00</b>	<b>3,174.00</b>	<b>9,972.00</b>	<b>24%</b>
33300-Probation Office						
33300	5230	Probation Telephone	100.00	24.00	76.00	24%
33300	6000	Probation Mat & Sup	300.00	0.00	300.00	0%
<b>33300-Probation Office Total</b>			<b>400.00</b>	<b>24.00</b>	<b>376.00</b>	<b>6%</b>
34100-Building Inspections						
34100	1100	Bldg Insp Salaries	160,154.00	66,730.95	93,423.05	42%
34100	1300	Bldg Insp Part Time Salaries	22,390.00	4,497.21	17,892.79	20%
34100	2100	Bldg Insp FICA	13,296.00	5,147.42	8,148.58	39%
34100	2210	Bldg Insp VRS 1&2	9,051.00	3,771.30	5,279.70	42%
34100	2220	Bldg Insp VRS Hybrid	9,383.00	3,909.40	5,473.60	42%
34100	2300	Bldg Insp Health Ins	40,227.21	16,727.55	23,499.66	42%
34100	2400	Bldg Insp Life Ins	2,147.00	894.20	1,252.80	42%

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34100	2510	Bldg Insp Dis Ins Hybrid	430.00	179.30	250.70	42%
34100	2700	Bldg Insp Workers Comp	2,215.24	2,003.34	211.90	90%
34100	3000	Bldg Insp Pur Svcs	600.00	0.00	600.00	0%
34100	3320	Bldg Insp Maint Contracts	500.00	534.64	(34.64)	107%
34100	5210	Bldg Insp Postal Svcs	150.00	74.31	75.69	50%
34100	5230	Bldg Insp Telephone	2,500.00	1,271.28	1,228.72	51%
34100	5500	Bldg Insp Travel	500.00	0.00	500.00	0%
34100	5810	Bldg Insp Dues & Memb	1,000.00	0.00	1,000.00	0%
34100	6000	Bldg Insp Mat & Sup	6,500.00	1,727.12	4,772.88	27%
34100	6008	Bldg Insp Vehicle Fuel	3,000.00	1,106.25	1,893.75	37%
<b>34100-Building Inspections Total</b>			<b>274,043.45</b>	<b>108,574.27</b>	<b>165,469.18</b>	<b>40%</b>
35100-Animal Control						
35100	1100	AnimalShltr Salaries	85,600.00	38,039.93	47,560.07	44%
35100	1300	AnimalShltr Part Time Salaries	14,000.00	6,529.44	7,470.56	47%
35100	2100	AnimalShltr FICA	7,386.00	3,907.62	3,478.38	53%
35100	2220	AnimalShltr VRS Hybrid	9,853.00	4,410.46	5,442.54	45%
35100	2300	AnimalShltr Health Ins	20,205.01	7,538.94	12,666.07	37%
35100	2400	AnimalShltr Life Ins	1,147.00	513.47	633.53	45%
35100	2510	AnimalShltr Dis Ins Hybrid	451.00	202.32	248.68	45%
35100	2700	AnimalShltr Workers Comp	817.68	742.19	75.49	91%
35100	2800	AnimalShltr Leave Pay	0.00	8,377.06	(8,377.06)	100%
35100	3000	AnimalShltr Pur Svcs	18,000.00	8,858.51	9,141.49	49%
35100	3320	AnimalShltr Maint Svc Contracts	150.00	1,245.25	(1,095.25)	830%
35100	3500	AnimalShltr Printing & Binding	200.00	0.00	200.00	0%
35100	5230	AnimalShltr Telephone	500.00	488.46	11.54	98%
35100	5400	Anml Shelter Leases and Rental	0.00	1.00	(1.00)	100%
35100	5500	AnimalShltr Travel	400.00	0.00	400.00	0%
35100	5510	AnimalShltr Local Mileage	100.00	0.00	100.00	0%
35100	6000	AnimalShltr Mat & Sup	12,667.86	6,503.86	6,164.00	51%
35100	6008	AnimalShltr Vehicle Fuel	1,500.00	346.34	1,153.66	23%
35100	6011	AnimalShltr Clothing	500.00	0.00	500.00	0%
<b>35100-Animal Control Total</b>			<b>173,477.55</b>	<b>87,704.85</b>	<b>85,772.70</b>	<b>51%</b>
35300-Med Examiner & Indigent Burial						
35300	3000	Exam&Bury Pur Svcs	200.00	0.00	200.00	0%
<b>35300-Med Examiner &amp; Indigent Burial Total</b>			<b>200.00</b>	<b>0.00</b>	<b>200.00</b>	<b>0%</b>
42400-Refuse Disposal						
42400	3840	RefuseDisp Intergov Svc Agreem	194,400.00	54,600.59	139,799.41	28%
<b>42400-Refuse Disposal Total</b>			<b>194,400.00</b>	<b>54,600.59</b>	<b>139,799.41</b>	<b>28%</b>
42410-Solid Waste Convenience						
42410	1300	SWC PT Salaries - Regular	29,912.00	8,005.22	21,906.78	27%
42410	2100	SWC FICA	2,288.00	612.41	1,675.59	27%
42410	2700	Worker's Compensation	481.38	434.91	46.47	90%
42410	3000	SWC Pur Svcs	62,265.00	19,124.12	43,140.88	31%
42410	5110	SWC Electrical Services	2,000.00	387.28	1,612.72	19%
42410	5230	SWC Telephone	750.00	0.00	750.00	0%
42410	6000	SWC Mat & Sup	750.00	53.61	696.39	7%
<b>42410-Solid Waste Convenience Total</b>			<b>98,446.38</b>	<b>28,617.55</b>	<b>69,828.83</b>	<b>29%</b>

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FUNCTION	OBJECT	ACCOUNT DESCRIPTION	REVISED BUDGET	YTD EXPENDED	AVAILABLE BUDGET	% Used
42600-Litter Control						
42600	3000	LitterCtrl Pur Svcs	8,000.00	150.64	7,849.36	2%
<b>42600-Litter Control Total</b>			<b>8,000.00</b>	<b>150.64</b>	<b>7,849.36</b>	<b>2%</b>
42700-Sanitation						
42700	3840	Sanitation Intergov Svc Agreem	37,000.00	10,659.24	26,340.76	29%
42700	5600	Sanitation Entity Gift	207,000.00	0.00	207,000.00	0%
<b>42700-Sanitation Total</b>			<b>244,000.00</b>	<b>10,659.24</b>	<b>233,340.76</b>	<b>4%</b>
43200-General Property Maintenance - All Accounts						
43200	1100	Maintenanc Salaries	189,976.00	77,150.98	112,825.02	41%
43200	1100	CustdlSrvcs Sal	2,909.02	2,047.50	861.52	70%
43200	1100	JGC CustdlSrvcs Sal	10,846.93	7,156.63	3,690.30	66%
43200	1100	100NChurch CustdlSrvcs Sal	6,474.96	3,813.05	2,661.91	59%
43200	1100	102Church CustdlSrvcs Sal	12,950.00	7,626.15	5,323.85	59%
43200	1100	104Church CustdlSrvcs Sal	6,474.96	3,813.05	2,661.91	59%
43200	1100	524WMain CustdlSrvcs Sal	1,363.15	802.75	560.40	59%
43200	1100	311EMain CustdlSrvcs Sal	5,767.19	2,852.85	2,914.34	49%
43200	1100	129 Rams CustSvcs Sal-Regular	1,468.01	864.50	603.51	59%
43200	2100	Maintenanc FICA	13,837.00	5,630.64	8,206.36	41%
43200	2100	CustdlSrvcs FICA	209.80	149.30	60.50	71%
43200	2100	JGC CustdlSrvcs FICA	779.09	514.91	264.18	66%
43200	2100	100NChurch CustdlSrvcs FICA	455.09	268.00	187.09	59%
43200	2100	102Church CustdlSrvcs FICA	910.18	536.01	374.17	59%
43200	2100	104Church CustdlSrvcs FICA	455.09	268.00	187.09	59%
43200	2100	524WMain CustdlSrvcs FICA	95.86	56.45	39.41	59%
43200	2100	311EMain CustdlSrvcs FICA	414.25	204.91	209.34	49%
43200	2100	129 Rams CustSvcs FICA	100.19	59.00	41.19	59%
43200	2210	Maintenanc VRS 1&2	12,641.00	5,177.68	7,463.32	41%
43200	2220	Maintenanc VRS Hybrid	9,226.00	3,653.32	5,572.68	40%
43200	2220	CustdlSrvcs VRS Hybrid	118.10	83.15	34.95	70%
43200	2220	JGC CustdlSrvcs VRS Hybrid	440.40	286.85	153.55	65%
43200	2220	100NChurchCustdlSrvcs VRSHybr	262.95	154.85	108.10	59%
43200	2220	102Church CustdlSrvcs VRS Hyb	525.65	309.55	216.10	59%
43200	2220	104Church CustdlSrvcs VRSHybr	262.95	154.85	108.10	59%
43200	2220	524WMain CustdlSrvcs VRSHybr	55.36	32.60	22.76	59%
43200	2220	311EMain CustdlSrvcs VRS Hybr	234.17	115.82	118.35	49%
43200	2220	129 Rams CustSvcs VRS Hybrid	59.60	35.10	24.50	59%
43200	2300	Maintenanc Health Ins	27,384.57	9,736.19	17,648.38	36%
43200	2300	CustdlSrvcs HlthIns	469.27	330.30	138.97	70%
43200	2300	JGC CustdlSrvcs HlthIns	2,964.21	1,907.88	1,056.33	64%
43200	2300	100NChurch CustdlSrvcs HlthIns	1,480.15	871.65	608.50	59%
43200	2300	102Church CustdlSrvcs HlthIns	2,960.31	1,743.30	1,217.01	59%
43200	2300	104Church CustdlSrvcs HlthIns	1,480.15	871.65	608.50	59%
43200	2300	524WMain CustdlSrvcs HlthIns	311.60	183.50	128.10	59%
43200	2300	311EMain CustdlSrvcs HlthIns	1,576.10	779.63	796.47	49%
43200	2300	129 Rams CustSvcs Health Ins	923.43	543.80	379.63	59%
43200	2400	Maintenanc Life Ins	2,547.00	1,028.09	1,518.91	40%
43200	2400	CustdlSrvcs GrpLifeIns	38.97	27.45	11.52	70%



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FUNCTION	OBJECT	ACCOUNT DESCRIPTION	REVISED BUDGET	YTD EXPENDED	AVAILABLE BUDGET	% Used
43200	2400	JGC CustdlSrves GrpLifeIns	145.36	96.87	48.49	67%
43200	2400	100NChurch CustdlSrves GrpLife	86.77	51.10	35.67	59%
43200	2400	102Church CustdlSrves GrpLife	173.55	102.20	71.35	59%
43200	2400	104Church CustdlSrves GrpLife	86.77	51.10	35.67	59%
43200	2400	524WMain CustdlSrves GrpLife	18.25	10.75	7.50	59%
43200	2400	311EMain CustdlSrves GrpLifeI	77.26	38.22	39.04	49%
43200	2400	129 Rams CustSves Grp Life Ins	19.70	11.60	8.10	59%
43200	2510	Maintenanc Dis Ins Hybrid	423.00	167.60	255.40	40%
43200	2510	CustdlSrves DisInsHybrid	15.37	10.80	4.57	70%
43200	2510	JGC CustdlSrves DisInsHybrid	57.23	37.79	19.44	66%
43200	2510	100NChurchCustdlSrves DisInsHy	34.22	20.15	14.07	59%
43200	2510	102Church CustdlSrves DisInsHy	68.26	40.20	28.06	59%
43200	2510	104Church CustdlSrves DisInsHy	34.22	20.15	14.07	59%
43200	2510	524WMain CustdlSrves DisInsHy	7.22	4.25	2.97	59%
43200	2510	311EMain CustdlSrves DisInsHy	30.48	15.07	15.41	49%
43200	2510	129 Rams CustSvc Dis Ins Hyb	7.73	4.55	3.18	59%
43200	2700	Maintenanc Workers Comp	1,895.11	1,660.10	235.01	88%
43200	2700	CustdlSrves WrksComp	462.56	65.12	397.44	14%
43200	2700	JGC CustdlSrves WrksComp	2,751.10	230.31	2,520.79	8%
43200	2700	100NChurch CustdlSrves WrksCmp	1,029.73	121.28	908.45	12%
43200	2700	102Church CustdlSrves WrksComp	2,059.21	242.53	1,816.68	12%
43200	2700	104Church CustdlSrves WrksCmp	1,029.56	121.26	908.30	12%
43200	2700	524WMain CustdlSrves WrksCmp	216.76	25.53	191.23	12%
43200	2700	311EMain CustdlSrves WrksComp	917.06	86.41	830.65	9%
43200	2700	129 Rams CustSves WC	233.40	27.49	205.91	12%
43200	2750	CustdlSrves RHCC	29.63	20.90	8.73	71%
43200	2750	JGC CustdlSrves RHCC	110.63	72.98	37.65	66%
43200	2750	100NChurch CustdlSrves RHCC	66.06	38.90	27.16	59%
43200	2750	102Church CustdlSrves RHCC	132.03	77.75	54.28	59%
43200	2750	104Church CustdlSrves RHCC	66.06	38.90	27.16	59%
43200	2750	524WMain CustdlSrves RHCC	13.92	8.20	5.72	59%
43200	2750	311EMain CustdlSrves RHCC	58.84	29.09	29.75	49%
43200	2750	129 Rams CustSves RHCC	14.94	8.80	6.14	59%
43200	3000	Maintenanc Pur Svcs	37,000.00	0.00	37,000.00	0%
43200	3000	JGC Maintenanc Pur Svcs	16,000.00	5,116.67	10,883.33	32%
43200	3000	100 N Church Maint Pur Svcs	10,000.00	1,750.00	8,250.00	18%
43200	3000	ChurchSt Maint Pur Svcs	3,000.00	0.00	3,000.00	0%
43200	3000	104Church Maint Pur Svcs	12,000.00	1,971.00	10,029.00	16%
43200	3000	225Rams Maint Pur Svcs	10,000.00	0.00	10,000.00	0%
43200	3000	524West Maint Pur Svcs	1,000.00	800.00	200.00	80%
43200	3000	AIRec Maint Pur Svcs	8,000.00	998.36	7,001.64	12%
43200	3000	AIOff Maint Pur Svcs	15,000.00	450.00	14,550.00	3%
43200	3000	AIPool Maint Pur Svcs	3,000.00	0.00	3,000.00	0%
43200	3000	AIBase Maint Pur Svcs	750.00	150.00	600.00	20%
43200	3000	AI Soc Maint Pur Svcs	1,000.00	450.00	550.00	45%
43200	3000	106Church Maint Pur Svcs	1,000.00	0.00	1,000.00	0%
43200	3000	36EMain Maint Pur Svcs	500.00	500.00	0.00	100%

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FUNCTION	OBJECT	ACCOUNT DESCRIPTION	REVISED BUDGET	YTD EXPENDED	AVAILABLE BUDGET	% Used
43200	3000	311EMain Maint Pur Svcs	3,500.00	0.00	3,500.00	0%
43200	3000	309WMain Maint Pur Svcs	2,000.00	0.00	2,000.00	0%
43200	3000	129Rams Maint Pur Svcs	2,000.00	458.07	1,541.93	23%
43200	3320	Maintenanc Maint Contracts	41,000.00	34,262.22	6,737.78	84%
43200	3320	JGC Maint Contracts	5,500.00	4,367.48	1,132.52	79%
43200	3320	100 N Church Maint Contracts	6,000.00	5,315.33	684.67	89%
43200	3320	ChurchSt Maint Contracts	3,800.00	3,327.31	472.69	88%
43200	3320	104Church Maint Contracts	4,000.00	3,725.24	274.76	93%
43200	3320	225Rams Maint Contracts	3,500.00	2,982.24	517.76	85%
43200	3320	524West Maint Contracts	700.00	291.40	408.60	42%
43200	3320	AIRec Maint Contracts	3,500.00	2,664.03	835.97	76%
43200	3320	106Church Maint Contracts	500.00	405.30	94.70	81%
43200	3320	36EMain Maint Contracts	500.00	616.04	(116.04)	123%
43200	3320	311EMain Maint Contracts	4,500.00	3,603.84	896.16	80%
43200	3320	309WMain Maint Serv Contracts	750.00	8.50	741.50	1%
43200	3320	129Rams Maint Contracts	800.00	557.80	242.20	70%
43200	3320	AIOff Maint Contracts	400.00	0.00	400.00	0%
43200	3320	AIPool Maint Contracts	0.00	47.19	(47.19)	100%
43200	3320	32EMain Maint Contracts	0.00	85.75	(85.75)	100%
43200	3340	Maintenanc Custodial Contracts	0.00	0.00	0.00	100%
43200	3340	JGC Maintenanc Custodial Contr	0.00	0.00	0.00	100%
43200	3340	311EMain Maint Cus Contracts	0.00	0.00	0.00	100%
43200	3600	Maintenanc Advertising	1,200.00	0.00	1,200.00	0%
43200	5110	JGC Maintenanc Electric	46,000.00	16,518.24	29,481.76	36%
43200	5110	100 N Church Maint Electric	12,000.00	4,351.88	7,648.12	36%
43200	5110	ChurchSt Maint Electric	25,000.00	7,543.24	17,456.76	30%
43200	5110	104Church Maint Electric	11,000.00	4,174.20	6,825.80	38%
43200	5110	225Rams Maint Electric	7,500.00	3,432.41	4,067.59	46%
43200	5110	524West Maint Electric	2,000.00	1,130.34	869.66	57%
43200	5110	AIRec Maint Electric	25,000.00	8,199.76	16,800.24	33%
43200	5110	AIOff Maint Electric	5,500.00	2,182.88	3,317.12	40%
43200	5110	AIPool Maint Electric	9,000.00	4,668.37	4,331.63	52%
43200	5110	AIBase Maint Electric	700.00	218.53	481.47	31%
43200	5110	AI Soc Maint Electric	600.00	145.72	454.28	24%
43200	5110	311EMain Maint Electric	9,000.00	2,609.63	6,390.37	29%
43200	5110	309WMain Maint Electrical Svcs	1,500.00	370.24	1,129.76	25%
43200	5110	129Rams Maint Electric	3,000.00	980.84	2,019.16	33%
43200	5120	JGC Maintenanc Heating	7,000.00	3,901.84	3,098.16	56%
43200	5120	100 N Church Maint Heating	1,800.00	360.30	1,439.70	20%
43200	5120	104Church Maint Heating	4,000.00	1,688.61	2,311.39	42%
43200	5120	225Rams Maint Heating	7,000.00	629.38	6,370.62	9%
43200	5120	524West Maint Heating	2,000.00	0.00	2,000.00	0%
43200	5120	AIRec Maint Heating	6,500.00	2,024.62	4,475.38	31%
43200	5120	309WMain Maint Heating	2,500.00	0.00	2,500.00	0%
43200	5120	129Rams Maint Heating	4,000.00	0.00	4,000.00	0%
43200	5130	Maintenanc Water & Sewer	500.00	286.34	213.66	57%
43200	5130	JGC Maintenanc Water & Sewer	1,500.00	585.29	914.71	39%

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FUNCTION	OBJECT	ACCOUNT DESCRIPTION	REVISED BUDGET	YTD EXPENDED	AVAILABLE BUDGET	% Used
43200	5130	100 N Church Maint Wtr & Sewr	5,000.00	1,381.88	3,618.12	28%
43200	5130	104Church Maint Water & Sewer	1,000.00	257.98	742.02	26%
43200	5130	225Rams Maint Water & Sewer	300.00	0.00	300.00	0%
43200	5130	AIRec Maint Water & Sewer	2,000.00	445.79	1,554.21	22%
43200	5130	AIOff Maint Water & Sewer	5,000.00	1,305.68	3,694.32	26%
43200	5130	AIPool Maint Water & Sewer	15,000.00	6,907.52	8,092.48	46%
43200	5130	311EMain Maint Water & Sewer	1,200.00	419.70	780.30	35%
43200	5130	309WMain Maint Water & Sewer	1,200.00	190.88	1,009.12	16%
43200	5130	129Rams Maint Water & Sewer	600.00	116.43	483.57	19%
43200	5230	Maintenanc Telephone	2,000.00	501.06	1,498.94	25%
43200	5300	Maintenanc Insurance	47,605.00	45,600.68	2,004.32	96%
43200	5400	Maintenanc Leases & Rentals	1,000.00	0.00	1,000.00	0%
43200	5500	Maintenanc Travel	750.00	28.82	721.18	4%
43200	6000	Maintenanc Mat & Sup	35,000.00	13,474.35	21,525.65	38%
43200	6000	JGC Maintenance Mat & Sup	3,500.00	90.86	3,409.14	3%
43200	6000	100 N Church Maint Mat & Sup	1,500.00	130.71	1,369.29	9%
43200	6000	ChurchSt Maint Mat & Sup	1,500.00	109.76	1,390.24	7%
43200	6000	104Church Maint Mat & Sup	1,200.00	100.78	1,099.22	8%
43200	6000	225Rams Maint Mat & Sup	1,200.00	2,260.58	(1,060.58)	188%
43200	6000	524West Maint Mat & Sup	1,000.00	83.59	916.41	8%
43200	6000	AIRec Maint Mat & Sup	2,000.00	579.45	1,420.55	29%
43200	6000	AIOff Maint Mat & Sup	6,000.00	731.90	5,268.10	12%
43200	6000	AIPool Maint Mat & Sup	5,000.00	187.13	4,812.87	4%
43200	6000	AIBase Maint Mat & Sup	4,000.00	1,736.96	2,263.04	43%
43200	6000	AI Soc Maint Mat & Sup	8,500.00	4,217.13	4,282.87	50%
43200	6000	106Church Maint Mat & Sup	500.00	0.00	500.00	0%
43200	6000	Kohn Maint Mat & Sup	1,000.00	0.00	1,000.00	0%
43200	6000	32EMain Maint Mat & Sup	500.00	0.00	500.00	0%
43200	6000	36EMain Maint Mat & Sup	500.00	0.00	500.00	0%
43200	6000	311EMain Maint Mat & Sup	1,000.00	0.00	1,000.00	0%
43200	6000	309WMain Maint Mat & Sup	500.00	0.00	500.00	0%
43200	6000	129Rams Maint Mat & Sup	600.00	0.00	600.00	0%
43200	6000	CustdlSrvcs Materials&Supplies	3,608.98	425.06	3,183.92	12%
43200	6008	Maintenanc Vehicle Fuel	8,000.00	3,599.06	4,400.94	45%
<b>43200-General Property Maintenance - All Accounts Total</b>			<b>900,084.68</b>	<b>371,190.01</b>	<b>528,894.67</b>	<b>41%</b>
51100-Local Health Department						
51100	5600	Local Health Dept Contribution	225,000.00	112,500.00	112,500.00	50%
<b>51100-Local Health Department Total</b>			<b>225,000.00</b>	<b>112,500.00</b>	<b>112,500.00</b>	<b>50%</b>
51200-Our Health						
51200	5600	Our Health Entity Gift	6,500.00	6,500.00	0.00	100%
<b>51200-Our Health Total</b>			<b>6,500.00</b>	<b>6,500.00</b>	<b>0.00</b>	<b>100%</b>
52400-N Shen Valley Subst Abuse Coal						
52400	5600	N Shen Vally Sub Abuse Coal Co	15,000.00	7,500.00	7,500.00	50%
<b>52400-N Shen Valley Subst Abuse Coal Total</b>			<b>15,000.00</b>	<b>7,500.00</b>	<b>7,500.00</b>	<b>50%</b>
52500-Northwestern Community Svcs						
52500	5600	NW Community Svc Entity Gift	111,284.00	55,642.00	55,642.00	50%
<b>52500-Northwestern Community Svcs Total</b>			<b>111,284.00</b>	<b>55,642.00</b>	<b>55,642.00</b>	<b>50%</b>

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52800-Concern Hotline						
52800	5600	Concern Hotline Entity Gift	1,500.00	1,500.00	0.00	100%
<b>52800-Concern Hotline Total</b>			<b>1,500.00</b>	<b>1,500.00</b>	<b>0.00</b>	<b>100%</b>
52900-NW Works						
52900	5600	NW Works Entity Gift	5,000.00	5,000.00	0.00	100%
<b>52900-NW Works Total</b>			<b>5,000.00</b>	<b>5,000.00</b>	<b>0.00</b>	<b>100%</b>
53230-Shenandoah Area Agency on Aging						
53230	5600	Seniors First EntityGift	42,000.00	21,000.00	21,000.00	50%
<b>53230-Shenandoah Area Agency on Aging Total</b>			<b>42,000.00</b>	<b>21,000.00</b>	<b>21,000.00</b>	<b>50%</b>
53240-VA Regional Transp Assn						
53240	5600	Virginia Regional Transit Cont	24,960.00	12,480.00	12,480.00	50%
<b>53240-VA Regional Transp Assn Total</b>			<b>24,960.00</b>	<b>12,480.00</b>	<b>12,480.00</b>	<b>50%</b>
53250-FISH of Clarke County						
53250	5600	FISH of Clarke County Contr	2,000.00	2,000.00	0.00	100%
<b>53250-FISH of Clarke County Total</b>			<b>2,000.00</b>	<b>2,000.00</b>	<b>0.00</b>	<b>100%</b>
53600-Access Independence						
53600	5600	Access Independence Contr	2,000.00	2,000.00	0.00	100%
<b>53600-Access Independence Total</b>			<b>2,000.00</b>	<b>2,000.00</b>	<b>0.00</b>	<b>100%</b>
53700-The Laurel Ctr (Women's Shltr)						
53700	5600	Laurel Center Contribution	6,000.00	6,000.00	0.00	100%
<b>53700-The Laurel Ctr (Women's Shltr) Total</b>			<b>6,000.00</b>	<b>6,000.00</b>	<b>0.00</b>	<b>100%</b>
53710-Tax Relief for the Elde						
53710	5600	Tax Relief for the Elderly	215,000.00	0.00	215,000.00	0%
<b>53710-Tax Relief for the Elde Total</b>			<b>215,000.00</b>	<b>0.00</b>	<b>215,000.00</b>	<b>0%</b>
69100-Lord Fairfax Community College						
69100	5600	Laurel Ridge Comm College Cont	16,921.00	8,460.50	8,460.50	50%
<b>69100-Lord Fairfax Community College Total</b>			<b>16,921.00</b>	<b>8,460.50</b>	<b>8,460.50</b>	<b>50%</b>
71100-Parks Administration						
71100	1100	Parks Adm Salaries	333,830.00	139,095.45	194,734.55	42%
71100	1300	Parks Adm Part Time Salaries	26,036.00	15,720.77	10,315.23	60%
71100	2100	Parks Adm FICA	27,740.00	10,897.22	16,842.78	39%
71100	2210	Parks Adm VRS 1&2	38,424.00	16,009.85	22,414.15	42%
71100	2220	Parks Adm VRS Hybrid	0.00	0.00	0.00	100%
71100	2300	Parks Adm Health Ins	58,745.10	24,477.70	34,267.40	42%
71100	2400	Parks Adm Life Ins	4,474.00	1,863.85	2,610.15	42%
71100	2510	Parks Adm Dis Ins Hybrid	0.00	0.00	0.00	100%
71100	2700	Parks Adm Workers Comp	6,157.81	5,463.02	694.79	89%
71100	3000	Parks Adm Pur Svcs	570.00	0.00	570.00	0%
71100	3180	Parks Adm Credit Card Fees	12,999.00	1,680.34	11,318.66	13%
71100	3320	Parks Adm Maint Contracts	930.00	187.50	742.50	20%
71100	3500	Parks Adm Printing & Binding	395.00	70.00	325.00	18%
71100	3600	Parks Adm Advertising	1,500.00	0.00	1,500.00	0%
71100	5210	Parks Adm Postal Svcs	1,322.45	0.00	1,322.45	0%
71100	5230	Parks Adm Telephone	1,000.00	424.35	575.65	42%
71100	5400	Parks Adm Leases & Rentals	3,204.44	1,285.35	1,919.09	40%
71100	5500	Parks Adm Travel	2,190.00	52.75	2,137.25	2%
71100	5810	Parks Adm Dues & Memb	2,099.00	1,325.00	774.00	63%

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FUNCTION	OBJECT	ACCOUNT DESCRIPTION	REVISED BUDGET	YTD EXPENDED	AVAILABLE BUDGET	% Used
71100	6000	Parks Adm Mat & Sup	5,218.48	1,406.11	3,812.37	27%
71100	6008	Parks Adm Vehicle Fuel	1,000.00	195.88	804.12	20%
71100	6011	Parks Adm Clothing	1,300.00	639.23	660.77	49%
71100	8200	Parks Adm Capital Outlay Adds	969.01	969.01	0.00	100%
<b>71100-Parks Administration Total</b>			<b>530,104.29</b>	<b>221,763.38</b>	<b>308,340.91</b>	<b>42%</b>
71310-Recreation Center						
71310	1100	Rec Center Salaries	63,270.00	26,362.60	36,907.40	42%
71310	1300	Rec Center Part Time Salaries	64,744.00	19,686.11	45,057.89	30%
71310	2100	Rec Center FICA	9,739.00	3,498.32	6,240.68	36%
71310	2210	Rec Center VRS 1&2	7,282.00	3,034.35	4,247.65	42%
71310	2300	Rec Center Health Ins	10,153.76	4,230.70	5,923.06	42%
71310	2400	Rec Center Life Ins	848.00	353.25	494.75	42%
71310	2700	Rec Center Workers Comp	1,989.94	1,750.74	239.20	88%
71310	3600	Rec Center Advertising	1,000.00	583.00	417.00	58%
71310	5830	Rec Center Refunds	1,500.00	440.00	1,060.00	29%
71310	6000	Rec Center Mat & Sup	7,595.00	1,800.25	5,794.75	24%
71310	6012	Rec Center Merch for Resale	4,000.00	460.47	3,539.53	12%
71310	8200	Rec Center Capital Outlay Adds	0.00	5,996.05	(5,996.05)	100%
<b>71310-Recreation Center Total</b>			<b>172,121.70</b>	<b>68,195.84</b>	<b>103,925.86</b>	<b>40%</b>
71320-Swimming Pool						
71320	1200	Pool Overtime	0.00	137.44	(137.44)	100%
71320	1300	Pool Part Time Salaries	73,985.00	58,852.92	15,132.08	80%
71320	2100	Pool FICA	5,660.00	4,508.29	1,151.71	80%
71320	2300	Pool Health Ins	0.00	161.29	(161.29)	100%
71320	2700	Pool Workers Comp	1,160.80	1,011.83	148.97	87%
71320	3000	Pool Pur Svcs	1,500.00	0.00	1,500.00	0%
71320	5500	Pool Travel	275.00	0.00	275.00	0%
71320	5810	Pool Dues & Memb	1,800.00	1,365.00	435.00	76%
71320	5830	Pool Refunds	3,000.00	909.50	2,090.50	30%
71320	6000	Pool Mat & Sup	2,595.00	609.14	1,985.86	23%
71320	6011	Pool Clothing	1,745.00	0.00	1,745.00	0%
71320	6012	Pool Merch for Resale	680.00	0.00	680.00	0%
71320	6026	Pool Chemicals	10,000.00	1,455.93	8,544.07	15%
71320	8200	Pool Capital Outlay Adds	2,939.70	2,939.70	0.00	100%
<b>71320-Swimming Pool Total</b>			<b>105,340.50</b>	<b>71,951.04</b>	<b>33,389.46</b>	<b>68%</b>
71350-Parks Programs						
71350	1100	Programs Salaries	90,624.00	37,672.95	52,951.05	42%
71350	1300	Programs Part Time Salaries	135,659.00	40,874.78	94,784.22	30%
71350	2100	Programs FICA	14,725.00	5,896.72	8,828.28	40%
71350	2210	Programs VRS 1&2	10,407.00	4,336.15	6,070.85	42%
71350	2300	Programs Health Ins	9,626.84	4,013.35	5,613.49	42%
71350	2400	Programs Life Ins	1,212.00	504.80	707.20	42%
71350	2700	Programs Workers Comp	3,010.19	2,636.88	373.31	88%
71350	3000	Programs Pur Svcs	50,000.00	7,773.20	42,226.80	16%
71350	3500	Programs Printing & Binding	5,000.00	1,169.01	3,830.99	23%
71350	3600	Programs Advertising	2,000.00	0.00	2,000.00	0%
71350	5210	Programs Postal Svcs	100.00	0.00	100.00	0%

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FUNCTION	OBJECT	ACCOUNT DESCRIPTION	REVISED BUDGET	YTD EXPENDED	AVAILABLE BUDGET	% Used
71350	5230	Programs Telephone	0.00	294.22	(294.22)	100%
71350	5400	Programs Leases & Rentals	315.00	0.00	315.00	0%
71350	5560	Programs Group Trip	42,176.00	1,265.00	40,911.00	3%
71350	5810	Programs Dues & Memb	200.00	0.00	200.00	0%
71350	5830	Programs Refunds	11,000.00	1,099.00	9,901.00	10%
71350	6000	Programs Mat & Sup	15,000.00	3,563.99	11,436.01	24%
71350	6011	Programs Clothing	1,650.00	290.29	1,359.71	18%
71350	6012	Programs Merch for Resale	5,821.00	23.38	5,797.62	0%
<b>71350-Parks Programs Total</b>			<b>398,526.03</b>	<b>111,413.72</b>	<b>287,112.31</b>	<b>28%</b>
71360-Concession Stand						
71360	1300	Concession Part Time Salaries	6,324.00	5,101.77	1,222.23	81%
71360	2100	Concession FICA	484.00	390.31	93.69	81%
71360	6000	Concession Mat & Sup	250.00	88.02	161.98	35%
71360	6012	Concession Merch for Resale	15,800.00	5,132.62	10,667.38	32%
<b>71360-Concession Stand Total</b>			<b>22,858.00</b>	<b>10,712.72</b>	<b>12,145.28</b>	<b>47%</b>
72240-Barns of Rose Hill						
72240	5600	Barns of Rose Hill Contr	14,000.00	14,000.00	0.00	100%
<b>72240-Barns of Rose Hill Total</b>			<b>14,000.00</b>	<b>14,000.00</b>	<b>0.00</b>	<b>100%</b>
72700-VA Commission for the Arts						
72700	5600	VA Comm for Arts Contr	9,000.00	9,000.00	0.00	100%
<b>72700-VA Commission for the Arts Total</b>			<b>9,000.00</b>	<b>9,000.00</b>	<b>0.00</b>	<b>100%</b>
73200-Handley Regional Library						
73200	5600	Handley Regional Library Contr	325,989.00	162,994.50	162,994.50	50%
<b>73200-Handley Regional Library Total</b>			<b>325,989.00</b>	<b>162,994.50</b>	<b>162,994.50</b>	<b>50%</b>
81110-Planning Administration						
81110	1100	Plan Adm Salaries	328,157.00	135,583.33	192,573.67	41%
81110	1300	Plan Adm Part Time Salaries	36,000.00	16,146.30	19,853.70	45%
81110	2100	Plan Adm FICA	26,720.00	11,045.99	15,674.01	41%
81110	2210	Plan Adm VRS 1&2	23,868.00	9,944.90	13,923.10	42%
81110	2220	Plan Adm VRS Hybrid	13,904.00	5,660.75	8,243.25	41%
81110	2300	Plan Adm Health Ins	40,351.10	17,726.80	22,624.30	44%
81110	2400	Plan Adm Life Ins	4,397.00	1,816.76	2,580.24	41%
81110	2510	Plan Adm Dis Ins Hybrid	638.00	259.68	378.32	41%
81110	2700	Plan Adm Workers Comp	4,800.59	4,336.41	464.18	90%
81110	3000	Plan Adm Pur Svcs	15,000.00	1,838.75	13,161.25	12%
81110	3140	Plan Adm Engineer & Architect	20,000.00	825.00	19,175.00	4%
81110	3140	Plan Adm Pass Thru Eng Fees	10,000.00	4,475.00	5,525.00	45%
81110	3500	Plan Adm Printing & Binding	2,000.00	0.00	2,000.00	0%
81110	5210	Plan Adm Postal Svcs	1,200.00	175.40	1,024.60	15%
81110	5230	Plan Adm Telephone	400.00	354.20	45.80	89%
81110	5500	Plan Adm Travel	2,700.00	574.91	2,125.09	21%
81110	5510	Plan Adm Local Mileage	1,000.00	220.15	779.85	22%
81110	5810	Plan Adm Dues & Memb	150.00	478.66	(328.66)	319%
81110	6000	Plan Adm Mat & Sup	2,500.00	426.42	2,073.58	17%
<b>81110-Planning Administration Total</b>			<b>533,785.69</b>	<b>211,889.41</b>	<b>321,896.28</b>	<b>40%</b>
81120-Planning Commission						
81120	1300	Plan Com Part Time Salaries	500.00	100.00	400.00	20%

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FUNCTION	OBJECT	ACCOUNT DESCRIPTION	REVISED BUDGET	YTD EXPENDED	AVAILABLE BUDGET	% Used
81120	2100	Plan Com FICA	38.00	7.65	30.35	20%
81120	2700	Plan Com Workers Comp	7.66	6.79	0.87	89%
81120	3160	Plan Com Board Member Fees	8,000.00	3,200.00	4,800.00	40%
81120	3600	Plan Com Advertising	4,000.00	479.26	3,520.74	12%
81120	5210	Plan Com Postal Svcs	100.00	11.70	88.30	12%
81120	5500	Plan Com Travel	1,750.00	0.00	1,750.00	0%
<b>81120-Planning Commission Total</b>			<b>14,395.66</b>	<b>3,805.40</b>	<b>10,590.26</b>	<b>26%</b>
81130-Berryville Dev Authority						
81130	1300	BryDevAuth Part Time Salaries	0.00	50.00	(50.00)	100%
81130	2100	BryDevAuth FICA	0.00	3.82	(3.82)	100%
81130	3160	BryDevAuth Board Member Fees	900.00	100.00	800.00	11%
<b>81130-Berryville Dev Authority Total</b>			<b>900.00</b>	<b>153.82</b>	<b>746.18</b>	<b>17%</b>
81140-Regional Airport Authority						
81140	5600	Regional Airport Auth Contr	5,000.00	5,000.00	0.00	100%
<b>81140-Regional Airport Authority Total</b>			<b>5,000.00</b>	<b>5,000.00</b>	<b>0.00</b>	<b>100%</b>
81310-Help With Housing						
81310	5600	Habitat for Humanity	10,000.00	10,000.00	0.00	100%
<b>81310-Help With Housing Total</b>			<b>10,000.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>100%</b>
81400-Board of Zoning Appeals						
81400	1300	BrdZonApp Part Time Salaries	250.00	0.00	250.00	0%
81400	2100	BrdZonApp FICA	19.00	0.00	19.00	0%
81400	3000	BrdZonApp Pur Svcs	2,000.00	1,418.75	581.25	71%
81400	3160	BrdZonApp Board Member Fees	500.00	0.00	500.00	0%
81400	3600	BrdZonApp Advertising	700.00	0.00	700.00	0%
81400	5210	BrdZonApp Postal Svcs	50.00	0.00	50.00	0%
<b>81400-Board of Zoning Appeals Total</b>			<b>3,519.00</b>	<b>1,418.75</b>	<b>2,100.25</b>	<b>40%</b>
81510-Office of Economic Development						
81510	1100	Econ Dev Salaries	74,190.00	28,627.53	45,562.47	39%
81510	2100	Econ Dev FICA	6,445.00	2,144.08	4,300.92	33%
81510	2220	Econ Dev VRS Hybrid	9,696.00	2,781.60	6,914.40	29%
81510	2300	Econ Dev Health Ins	10,052.00	4,188.30	5,863.70	42%
81510	2400	Econ Dev Life Ins	1,129.00	323.84	805.16	29%
81510	2510	Econ Dev Dis Ins Hybrid	445.00	127.60	317.40	29%
81510	2700	Econ Dev Workers Comp	1,267.02	1,144.71	122.31	90%
81510	3000	Econ Dev Pur Svcs	45,000.00	1,187.23	43,812.77	3%
81510	3320	Econ Dev Maint Svc Contracts	2,000.00	0.00	2,000.00	0%
81510	3500	Econ Dev Printing & Binding	6,000.00	0.00	6,000.00	0%
81510	3600	Econ Dev Advertising	4,000.00	0.00	4,000.00	0%
81510	5210	Econ Dev Postal Svcs	100.00	24.10	75.90	24%
81510	5230	Econ Dev Telephone	550.00	208.17	341.83	38%
81510	5500	Econ Dev Travel	500.00	726.24	(226.24)	145%
81510	5510	Econ Dev Local Mileage	310.00	0.00	310.00	0%
81510	5600	Econ Dev Contr to Other Entit	0.00	0.00	0.00	100%
81510	5800	Econ Dev Miscellaneous Expendi	500.00	0.00	500.00	0%
81510	5810	Econ Dev Dues & Memb	13,927.00	6,054.00	7,873.00	43%
81510	6000	Econ Dev Mat & Sup	1,000.00	191.07	808.93	19%
<b>81510-Office of Economic Development Total</b>			<b>177,111.02</b>	<b>47,728.47</b>	<b>129,382.55</b>	<b>27%</b>

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FUNCTION	OBJECT	ACCOUNT DESCRIPTION	REVISED BUDGET	YTD EXPENDED	AVAILABLE BUDGET	% Used
81530-Small Business Dev Center						
81530	5600	Small Bus Dev Ctr Contrib	2,000.00	2,000.00	0.00	100%
<b>81530-Small Business Dev Center Total</b>			<b>2,000.00</b>	<b>2,000.00</b>	<b>0.00</b>	<b>100%</b>
81540-Blandy Experimental Farm						
81540	5600	Blandy Exp Farm Contrib	3,500.00	3,500.00	0.00	100%
<b>81540-Blandy Experimental Farm Total</b>			<b>3,500.00</b>	<b>3,500.00</b>	<b>0.00</b>	<b>100%</b>
81550-Berryville Main Street						
81550	5600	B'ville Main St Contribution	3,500.00	3,500.00	0.00	100%
<b>81550-Berryville Main Street Total</b>			<b>3,500.00</b>	<b>3,500.00</b>	<b>0.00</b>	<b>100%</b>
81800-Historic Preservation Comm						
81800	1300	HstPrvCom Part Time Salaries	0.00	575.00	(575.00)	100%
81800	2100	HstPrvCom FICA	0.00	43.99	(43.99)	100%
81800	3000	HstPrvCom Pur Svcs	9,500.00	2,898.00	6,602.00	31%
81800	3160	HstPrvCom Board Member Fees	1,000.00	275.00	725.00	28%
81800	3600	HstPrvCom Advertising	300.00	479.26	(179.26)	160%
81800	5210	HstPrvCom Postal Svcs	50.00	0.00	50.00	0%
81800	5500	HstPrvCom Travel	50.00	0.00	50.00	0%
81800	6000	HstPrvCom Mat & Sup	250.00	0.00	250.00	0%
<b>81800-Historic Preservation Comm Total</b>			<b>11,150.00</b>	<b>4,271.25</b>	<b>6,878.75</b>	<b>38%</b>
81910-Northern Shen Valley Reg Comm						
81910	5600	NSVRC EntityGift	11,866.59	11,867.00	(0.41)	100%
<b>81910-Northern Shen Valley Reg Comm Total</b>			<b>11,866.59</b>	<b>11,867.00</b>	<b>(0.41)</b>	<b>100%</b>
82210-Water Quality Management						
82210	3000	Water Qual Pur Svcs	30,760.00	8,305.00	22,455.00	27%
<b>82210-Water Quality Management Total</b>			<b>30,760.00</b>	<b>8,305.00</b>	<b>22,455.00</b>	<b>27%</b>
82220-Friends of the Shenandoah						
82220	5600	Friends of Shenandoah Contr	10,000.00	10,000.00	0.00	100%
<b>82220-Friends of the Shenandoah Total</b>			<b>10,000.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>100%</b>
82230-Board of Septic Appeals						
82230	1300	BrdSepApp Part Time Salaries	200.00	0.00	200.00	0%
82230	2100	BrdSepApp FICA	15.00	0.00	15.00	0%
82230	2700	BrdSepApp Workers Comp	6.90	0.00	6.90	0%
82230	3000	BrdSepApp Pur Svcs	500.00	0.00	500.00	0%
82230	3160	BrdSepApp Board Member Fees	250.00	0.00	250.00	0%
82230	3600	BrdSepApp Advertising	500.00	0.00	500.00	0%
82230	5210	BrdSepApp Postal Svcs	100.00	0.00	100.00	0%
<b>82230-Board of Septic Appeals Total</b>			<b>1,571.90</b>	<b>0.00</b>	<b>1,571.90</b>	<b>0%</b>
82400-LF Soil & Water Cons Dist						
82400	5600	Lord Fairfax S&W Contr	9,500.00	9,500.00	0.00	100%
<b>82400-LF Soil &amp; Water Cons Dist Total</b>			<b>9,500.00</b>	<b>9,500.00</b>	<b>0.00</b>	<b>100%</b>
82600-Bio-solids Application						
82600	1300	Biosolids Part Time Salaries	1,000.00	0.00	1,000.00	0%
82600	2100	Biosolids FICA	76.00	0.00	76.00	0%
82600	2700	Biosolids Workers Comp	15.33	13.59	1.74	89%
<b>82600-Bio-solids Application Total</b>			<b>1,091.33</b>	<b>13.59</b>	<b>1,077.74</b>	<b>1%</b>
83100-Cooperative Extension Program						
83100	3320	Coop Ext Maint Contracts	800.00	318.29	481.71	40%



**Clarke County**  
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FUNCTION	OBJECT	ACCOUNT DESCRIPTION	REVISED BUDGET	YTD EXPENDED	AVAILABLE BUDGET	% Used
83100	3841	Coop Ext VPI Agent	58,768.59	0.00	58,768.59	0%
83100	5210	Coop Ext Postal Svcs	500.00	35.91	464.09	7%
83100	5230	Coop Ext Telephone	200.00	0.00	200.00	0%
83100	5810	Coop Ext Dues & Memb	150.00	0.00	150.00	0%
83100	6000	Coop Ext Mat & Sup	1,500.00	68.39	1,431.61	5%
<b>83100-Cooperative Extension Program Total</b>			<b>61,918.59</b>	<b>422.59</b>	<b>61,496.00</b>	<b>1%</b>
83400-4-H Center						
83400	5600	4-H Center EntityGift	2,000.00	2,000.00	0.00	100%
<b>83400-4-H Center Total</b>			<b>2,000.00</b>	<b>2,000.00</b>	<b>0.00</b>	<b>100%</b>
91600-Contingency Reserves						
91600	1000	Reserve Personnel	19,638.00	0.00	19,638.00	0%
91600	3140	Reserve Engineer & Architect	5,000.00	0.00	5,000.00	0%
91600	3150	Reserve Legal Svcs	10,000.00	0.00	10,000.00	0%
91600	8000	Reserve Capital Outlay	20,000.00	0.00	20,000.00	0%
<b>91600-Contingency Reserves Total</b>			<b>54,638.00</b>	<b>0.00</b>	<b>54,638.00</b>	<b>0%</b>
92500-Rev Refunds - Ins Claim Reimb						
92500	5830	Rev Rf Insurance Claim Reimb	0.00	6,444.88	(6,444.88)	100%
<b>92500-Rev Refunds - Ins Claim Reimb Total</b>			<b>0.00</b>	<b>6,444.88</b>	<b>(6,444.88)</b>	<b>100%</b>
92600-Rev Refunds - Ambulance						
92600	5830	Rev Rf Ambulance Svcs Refunds	0.00	4,858.06	(4,858.06)	100%
<b>92600-Rev Refunds - Ambulance Total</b>			<b>0.00</b>	<b>4,858.06</b>	<b>(4,858.06)</b>	<b>100%</b>
<b>Grand Total</b>			<b>14,799,492.95</b>	<b>6,129,983.24</b>	<b>8,669,509.71</b>	<b>41%</b>

**Reconciliation of Appropriations**

Year Ending June 30, 2024

Date	Total	General Fund	Soc Svcs Fund	CSA Fund	Sch Oper Fund	Food Serv Fund	GG Cap Fund	School Cap Fund	GG Debt Fund	School Debt Fund	Joint Fund	Conservation Easements	Unemploy. Fund	Health Fund
<b>04/18/23 Appropriations Resolution: Total</b>	<b>54,257,910</b>	<b>14,737,603</b>	<b>2,013,734</b>	<b>410,764</b>	<b>27,585,063</b>	<b>1,565,391</b>	<b>3,621,318</b>	<b>779,256</b>	<b>251,700</b>	<b>2,289,543</b>	<b>903,538</b>	<b>90,000</b>	<b>10,000</b>	<b>0</b>
<i>Adjustments:</i>														
5/16/2023 Double Tollgate Pump Station Design Work							441,105							
8/15/2023 Barns of Rose Hill endowment fund match		5,000												
9/19/2023 Fire & Rescue PPE - ballistic vests		4,500												
9/19/2023 Fire & Rescue PPE - turnout gear		20,751												
10/17/2023 FY23 School Capital Carryforward										1,077,519				
10/17/2023 FY23 School Operating Carryforward										97,957				
10/17/2023 FY23 Government Capital Carryforward							1,155,765							
10/17/2023 Sheriff's Ofc PSAP Retention Grant		27,500												
10/17/2023 FY24 Parks Admin-park bench & swim team lap lanes		3,909												
10/17/2023 FY24 Capital Projects-Zero Depth Entry Pool								58,806						
11/21/2023 FY24 New Deputy 1 Position-Treasurer's Office		52,545												
11/21/2023 FY24 Capital Projects - Remaining ARPA funds								98,584						
12/19/2023 CSA FY24 supplemental request				448,008										
12/19/2023 Planning Dept - Addtl Litter Control Grant funds		8,552												
12/19/2023 Sheriff's Ofc - Addtl ARPA funds								5,000						
12/19/2023 Registrar's Ofc - VDEM Homeland Security Grant								45,000						
12/19/2023 Courthouse Greent Project								83,425						
12/19/2023 CCPS - Addtl State Rev (All-in VA & Comp Supp)					290,898									
<b>Revised Appropriation</b>	<b>58,182,734</b>	<b>14,860,360</b>	<b>2,013,734</b>	<b>858,772</b>	<b>27,875,961</b>	<b>1,565,391</b>	<b>5,509,003</b>	<b>1,954,732</b>	<b>251,700</b>	<b>2,289,543</b>	<b>903,538</b>	<b>90,000</b>	<b>10,000</b>	<b>0</b>
<b>Change to Appropriation</b>	<b>3,924,824</b>	<b>122,757</b>	<b>0</b>	<b>448,008</b>	<b>290,898</b>	<b>0</b>	<b>1,887,685</b>	<b>1,175,476</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Original Revenue Estimate</b>	<b>43,139,472</b>	<b>3,619,165</b>	<b>2,013,734</b>	<b>410,764</b>	<b>27,585,063</b>	<b>1,565,391</b>	<b>3,621,318</b>	<b>779,256</b>	<b>251,700</b>	<b>2,289,543</b>	<b>903,538</b>	<b>90,000</b>	<b>10,000</b>	<b>0</b>
<i>Adjustments:</i>														
9/19/2023 Fire & Rescue PPE - ballistic vests		4,500												
10/17/2023 FY23 School Capital Carryforward										815,064				
10/17/2023 FY23 Government Capital Carryforward							141,708							
10/17/2023 Sheriff's Ofc PSAP Retention Grant		27,500												
10/17/2023 FY24 Parks Admin-park bench & swim team lap lanes		3,909												
10/17/2023 FY24 Capital Projects-Zero Depth Entry Pool								58,806						
11/21/2023 FY24 New Deputy 1 Position-Treasurer's Office		14,711												
11/21/2023 FY24 Capital Projects - Remaining ARPA funds								98,584						
12/19/2023 CSA FY24 supplemental request				359,133										
12/19/2023 Planning Dept - Addtl Litter Control Grant funds		8,552												
12/19/2023 Sheriff's Ofc - Addtl ARPA funds								5,000						
12/19/2023 Registrar's Ofc - Homeland Security Grant VDEM								45,000						
12/19/2023 Courthouse Greent Project								83,425						
12/19/2023 CCPS - Addtl State Rev (All-in VA & Comp Supp)					290,898									
<b>Revised Revenue Estimate</b>	<b>45,096,262</b>	<b>3,678,337</b>	<b>2,013,734</b>	<b>769,897</b>	<b>27,875,961</b>	<b>1,565,391</b>	<b>4,053,841</b>	<b>1,594,320</b>	<b>251,700</b>	<b>2,289,543</b>	<b>903,538</b>	<b>90,000</b>	<b>10,000</b>	<b>0</b>
<b>Change to Revenue Estimate</b>	<b>1,956,790</b>	<b>59,172</b>	<b>0</b>	<b>359,133</b>	<b>290,898</b>	<b>0</b>	<b>432,523</b>	<b>815,064</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Original Local Tax Funding</b>	<b>11,118,438</b>	<b>11,118,438</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Revised Local Tax Funding</b>	<b>13,086,472</b>	<b>11,182,023</b>	<b>0</b>	<b>88,875</b>	<b>0</b>	<b>0</b>	<b>1,455,162</b>	<b>360,412</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Change to Local Tax Funding</b>	<b>1,968,034</b>	<b>63,585</b>	<b>0</b>	<b>88,875</b>	<b>0</b>	<b>0</b>	<b>1,455,162</b>	<b>360,412</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

*Italics = Proposed actions*

YEAR-TO-DATE BUDGET REPORT

FOR 2024 13

	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
<b>301 General Govt Capital Proj Fund</b>							
<b>000 Non-Categorical</b>							
94110 HVAC System Replacement	0	216,258	216,258	142,585.55	.00	73,672.45	65.9%
94120 Roofing	0	8,000	8,000	.00	8,465.00	-465.00	105.8%
94130 Painting and Flooring	0	12,683	12,683	.00	.00	12,683.00	.0%
94140 Landscaping	0	7,336	7,336	.00	.00	7,336.00	.0%
94141 Courthouse Green Project	0	22,529	22,529	1,786.25	8,721.22	12,021.53	46.6%
94182 Circuit Courthouse Renovation	0	15,000	15,000	8,005.25	4,536.00	2,458.75	83.6%
94310 Sheriff's Equipment	211,250	15,605	226,855	48,441.46	10,071.42	168,342.12	25.8%
94326 Fire/EMS Vehicle	50,000	0	50,000	50,000.00	.00	.00	100.0%
94327 Fire/EMS Pers Protective Equi	300,000	0	300,000	.00	.00	300,000.00	.0%
94331 Sheriff's Vehicles	228,750	23,689	252,439	174,628.32	36,025.23	41,785.45	83.4%
94410 Health & Human Svcs Space	0	15,000	15,000	.00	.00	15,000.00	.0%
94501 Berryville Business Park	0	23,243	23,243	515.96	8,500.00	14,227.04	38.8%
94505 Double TollGate	0	441,105	441,105	166,191.43	.00	274,913.57	37.7%
94601 Technology Improvements	0	1,118	1,118	.00	.00	1,118.00	.0%
94603 Mobile Radio System	445,000	-344,844	100,156	44,452.00	.00	55,704.00	44.4%
94604 911 Phone System	0	14,947	14,947	12,456.23	.00	2,490.77	83.3%
94610 Mobile Radios EMS	0	453,383	453,383	56,750.26	285,283.72	111,349.02	75.4%
94611 Avenity-Tax Software	0	244,600	244,600	26,850.13	192,749.87	25,000.00	89.8%
94702 Swimming Pool	200,000	86,951	286,951	.00	271,040.00	15,910.96	94.5%
94703 Park Repairs	0	66,850	66,850	.00	.00	66,850.00	.0%
94707 Recreation Center Addition	0	0	0	.00	4,200.00	-4,200.00	100.0%
94802 Reassessment	0	304,027	304,027	.00	303,140.00	887.00	99.7%
94803 Tourism Signs	0	28,197	28,197	.00	.00	28,197.00	.0%
TOTAL Non-Categorical	1,435,000	1,655,677	3,090,677	732,662.84	1,132,732.46	1,225,281.66	60.4%
<b>483 Library of VA Deed Book Restor</b>							
94804 DeedBookRestoration	26,318	0	26,318	.00	.00	26,318.00	.0%
TOTAL Library of VA Deed Book Restor	26,318	0	26,318	.00	.00	26,318.00	.0%
<b>501 ARPA Money</b>							
94606 Broadband	2,160,000	0	2,160,000	540,000.00	.00	1,620,000.00	25.0%
TOTAL ARPA Money	2,160,000	0	2,160,000	540,000.00	.00	1,620,000.00	25.0%

YEAR-TO-DATE BUDGET REPORT

FOR 2024 13								
	ORIGINAL APPROP	TRANFRS/ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED	
TOTAL General Govt Capital Proj Fund	3,621,318	1,655,677	5,276,995	1,272,662.84	1,132,732.46	2,871,599.66	45.6%	
GRAND TOTAL	3,621,318	1,655,677	5,276,995	1,272,662.84	1,132,732.46	2,871,599.66	45.6%	

\*\* END OF REPORT - Generated by Brenda Bennett \*\*

# **Clarke County Board of Supervisors**

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## **Joint Administrative Services Board Update**

# **Clarke County Board of Supervisors**

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## **Government Projects Update**

# Clarke County Board of Supervisors

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## Miscellaneous Items

# **Clarke County Board of Supervisors**

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## **Summary of Required Action**



# Clarke County Board of Supervisors

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## Board Member Committee Status Reports

### Matthew E. Bass

- Board of Septic & Well Appeals
- Library Advisory Council
- Litter Committee
- Sheriff's Office
- Josephine School Community Museum Board
- Legislative Liaison and High Growth Coalition
- Northwestern Regional Adult Drug Treatment Court Advisory Committee
- Northwestern Regional Juvenile Detention Center Commission
- Parks & Recreation Advisory Board
- Towns and Villages: Berryville

### Terri T. Catlett

- Career and Technical Education Advisory Committee
- Community Policy and Management Team
- Historic Preservation Commission
- Humane Foundation
- Planning Commission
- Strategic Planning Committee
- Towns and Villages: Millwood
- Towns and Villages: Pine Grove

### Doug M. Lawrence

- Berryville/Clarke County Joint Committee for Economic Development and Tourism
- Board of Social Services
- Broadband Implementation Committee
- Clarke County School Board
- Northwestern Regional Jail Authority

### Beverly B. McKay

- Agricultural & Forestal District Advisory Committee
- BCCGC Joint Building Committee
- Broadband Implementation Committee
- Building and Grounds
- Clarke County Sanitary Authority
- Conservation Easement Authority
- Economic Development Advisory Committee
- Northern Shenandoah Valley Regional Commission
- Towns and Villages: Boyce
- Towns and Villages: White Post

### David S. Weiss

- Berryville/Clarke County Joint Committee for Economic Development and Tourism
- Emergency Services
- Fire & EMS Commission
- Industrial Development Authority
- Joint Administrative Services Board
- Towns and Villages: Pine Grove

# Clarke County Board of Supervisors

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## Closed Session

Closed Session pursuant to §2.2-3711(A)(3) to discuss the acquisition of real property for a public purpose, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body.

# **Clarke County Board of Supervisors**

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## **Closed Session**

Closed Session pursuant to §2.2-3711(A)(7) to consult with legal counsel regarding actual litigation, where such consultation in open meeting would adversely affect the negotiating or litigating posture of the public body.

# **Clarke County Board of Supervisors**

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## **Adjournment**

# Clarke County Board of Supervisors

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## Reports:

- VATI
  - November Project Report
  - November Financial Report
- Building Department
  - November Single Family Dwellings Report
  - November Inspections Report
  - November Project Applications Report
- Commissioner of the Revenue
  - November Deed Transfers Report

**Broadband Monthly Report**

\* Indicates a required field.

Date due: 11/15/23

Organization: Northern Shenandoah Valley Regional Commission

Project: NSVRC 2022 Accelerated Fiber Deployment Initiative

**Expenditure**

Each expenditure field (i.e. Grant, Local/Private/Commonwealth Connect Fund Match) is required. Input 0 if funds from an expenditure category have not yet been spent or if no funds will be spent as the category does not apply to the project.

1) Expenditures to Date (Grant Funding)*	\$	176,500.00
2) Expenditures to Date (Local Match)*	\$	-
3) Expenditures to Date (Private Match) *	\$	-
4) Expenditures to Date (Commonwealth Connect Fund Match)*	N/A	
<b>Total Project Expenditures</b>	\$	176,500.00

**Performance**

- 1) # of Currently Serviceable Passings\*
- 2) # of Current Subscribers\*
- 3) # of Linear Feet of Fiber/Coax Completed\*
- 4) Milestones Achieved this Month
- 5) Milestones Overdue (Scheduled but Missed - Provide Explanation)
- 6) Milestones Scheduled per Milestone Timeline or Rescheduled (Overdue/Missed) for Next 30 Days
- 7) Contract Extension Needed\*
- 8) Contract Extension Date (If Applicable)

1) # of Currently Serviceable Passings*	0
2) # of Current Subscribers*	0
3) # of Linear Feet of Fiber/Coax Completed*	-
4) Milestones Achieved this Month	No Milestones expected to be achieved this month.
5) Milestones Overdue (Scheduled but Missed - Provide Explanation)	No Milestones overdue this month.
6) Milestones Scheduled per Milestone Timeline or Rescheduled (Overdue/Missed) for Next 30 Days	No Milestones rescheduled for this month.
7) Contract Extension Needed*	No
8) Contract Extension Date (If Applicable)	
9) Comments / Questions / Concerns	Low Level Design is underway. Materials procurement is underway. APB has collected field data on approximately 20,000 poles, submitted just over 10,000 pole attachment requests. While more than 1700 Notice to Proceeds (NTPs) have been received, APB needs significantly more NTPs to reach a large queue of constructable fiber miles. APB is also having to modify network designs throughout our planned footprint to reflect substantially reduced reliance on REC as a middle mile provider. The pricing for middle mile offered by REC in August of 2023 is more than three times the rate quoted by REC the week prior to submission of APB's VATI applications in 2021. This price increase has rendered REC fiber uneconomical throughout substantial portions of APB's planned networks. APB expects this redesign will add at least a calendar quarter to the project timeline in REC territory and significant cost to the overall project. Preliminary Design Ride Out (PDRO) has been completed in all project counties. APB is increasing the frequency of county and commission updates.

**Project Activity Progress Report**

Indicate the status of each project activity listed below by selecting an option from the corresponding dropdown menu. Some activities do not apply to all project types (e.g. Aerial Construction, Tower Foundation, etc.) If the activity is not applicable, select the "N/A (Wireless/Wireline Project)" option from the dropdown menu.

1) VATI Project Type*	Wireline
<b>Planning Phase</b>	
2) Field Design and Engineering*	In Progress
3) Field Walkout*	In Progress
4) Permit Applications*	In Progress
<b>Execution Phase</b>	
5) Make Ready*	In Progress
6) Aerial Construction*	Pending Approval
7) Underground/Buried Construction*	Pending Approval
8) Fiber Splicing*	Not Started
9) Cabinet/Enclosure Installation*	Not Started
10) Tower Foundation*	N/A
11) Tower Erection*	N/A
12) Telecom Equipment Installation on Towers*	N/A
13) On-Site Electronics Installation*	Not Started
14) Cabinet In-Service*	Not Started
15) Tower In-Service*	N/A
<b>Monitoring and Controlling Phase</b>	
16) Quality Assurance Checks*	In Progress
17) Quality Control Verification*	In Progress
18) Service Available at All Locations*	No

Building Department - Clarke County  
New Single Family Dwellings 2023

	Battletown	Berryville	Boyce	Chapel	Greenway	Longmarsh	TOTAL
January	1	1	0	2	0	0	4
February	1	2	0	0	1	0	4
March	1	1	1	0	0	0	3
April	0	0	0	0	1	0	1
May	0	5	0	0	0	1	6
June	0	0	0	1	0	1	2
July	0	0	0	1	0	0	1
August	0	0	1	0	0	2	3
September	0	0	0	0	1	1	2
October	0	0	0	0	0	1	1
November	0	0	0	0	1	0	1
December							0
<b>TOTAL</b>	<b>3</b>	<b>9</b>	<b>0</b>	<b>4</b>	<b>4</b>	<b>6</b>	<b>28</b>

**COMMENTS**

INSPECTION REPORT

Building Inspections

INSPECTIONS PERFORMED: 11/01/23 to 11/30/23

INSPECTION	DATE	BY	RSLT	PROJECT	CITY	AREA	LOCATION	OWNER	INSP ID	T
Final Closing Buildi	11/01/23	DS	F	NRSF	BVL	BLTN	709 AUBURN RD	JONATHAN MORROW	30512	A
Final Closing Electr	11/01/23	DS	F	NRSF	BVL	BLTN	709 AUBURN RD	JONATHAN MORROW	30506	A
Final Closing Plumbi	11/01/23	DS	F	NRSF	BVL	BLTN	709 AUBURN RD	JONATHAN MORROW	30509	A
Final Closing Mechan	11/01/23	DS	F	NRSF	BVL	BLTN	709 AUBURN RD	JONATHAN MORROW	30511	A
Final Closing Gas	11/01/23	DS	F	NRSF	BVL	BLTN	709 AUBURN RD	JONATHAN MORROW	34194	A
Framing	11/01/23	DS	P	Deck/Porch	BVL	BLTN	1238 SHEPHERDS MILL RD	KROM CAROLINE	34165	A
Insulation	11/02/23	DS	P	Rmdl Res	BVL	BVL	202 WALNUT ST	HINKLE JOHN M	34249	A
Final Closing Electr	11/02/23	DS	P	Rmdl Res	BYC	CHPL	405 MILL LN	HEIDELBERGER TODD W & D	34280	A
Final Closing Buildi	11/02/23	DS	P	Rmdl Res	BYC	CHPL	405 MILL LN	HEIDELBERGER TODD W & D	34327	A
Electric Service	11/02/23	DS	P	ELEC RES	BYC	GNWY	125 BETHEL LN	LEWIS JOHN P & MARJORIE	34278	A
Final Closing Electr	11/03/23	DS	P	ELEC RES	BYC	GNWY	125 BETHEL LN	LEWIS JOHN P & MARJORIE	34324	A
Electric Service	11/13/23	DS	P	ELEC RES	BYC		96 GINNS RD	NOI VENTURES LLC	32055	A
Final Closing Buildi	11/13/23	DS	P	Rmdl Res	BVL	BVL	5 ROCKCROFT DR	KOYSH SCOTT D & AMY OWE	34340	A
water Line Ditch	11/13/23	DS	P	NRSF	BVL	LNGM	764 STRINGTOWN RD	MCCLINTIC JACKLYN ARDIN	34356	A
Framing	11/13/23	DS	P	Accessory	BLMT	BLTN	225 VILLAGE LN	MCCLAUGHRY STEVEN T	33080	A
Final Closing Buildi	11/13/23	DS	P	Accessory	BLMT	BLTN	225 VILLAGE LN	MCCLAUGHRY STEVEN T	33082	A
Gas Line Pressure Te	11/13/23	DS	P	Gas Per-R	BVL	BLTN	182 AUBURN RD	VAN NESS GARY W & MINDY	33315	A
Gas Line	11/13/23	DS	P	Gas Per-R	BVL	BLTN	182 AUBURN RD	VAN NESS GARY W & MINDY	34343	A
Slab	11/13/23	DS	P	NRSF	BVL	LNGM	758 SWIMLEY RD	FRANZ ROBERT WAYNE	34326	A
Bonding Pool	11/13/23	DS	P	SPIG	BYC	CHPL	346 SALEM CHURCH RD	GERENSKI EMILY	34330	A
Gas Line Pressure Te	11/13/23	DS	F	SPIG	BYC	CHPL	346 SALEM CHURCH RD	GERENSKI EMILY	34341	A
Gas Line	11/13/23	DS	F	SPIG	BYC	CHPL	346 SALEM CHURCH RD	GERENSKI EMILY	34342	A
Electrical Rough In	11/13/23	DS	P	ELEC RES	BYC	GNWY	180 RIVER HOUSE LN	STICKMAN JOSEPH NOLAND	33787	A
Ditch Electric	11/13/23	DS	P	ELEC RES	BYC	GNWY	180 RIVER HOUSE LN	STICKMAN JOSEPH NOLAND	34367	A
Fire Off Mechanical	11/13/23	DS	P	Gas Per-R	BVL	LNGM	90 LEWIS WILLIAMS LN	DEGEORGE ANNUNZIATO D &	34281	A
Final Closing Gas	11/13/23	DS	P	Gas Per-R	BVL	LNGM	90 LEWIS WILLIAMS LN	DEGEORGE ANNUNZIATO D &	34282	A
Final Closing Mechan	11/13/23	DS	P	MechPer-R	BVL	LNGM	90 LEWIS WILLIAMS LN	DEGEORGE ANNUNZIATO D &	34283	A
Final Closing Plumbi	11/13/23	DS	P	PlumPer-R	BYC	GNWY	125 BETHEL LN	LEWIS JOHN P & MARJORIE	34287	A
Slab Porch/Deck	11/14/23	DS	F	NRSF	BYC		1251 OLD WINCHESTER RD	STARLEY ERIC DREW & JAM	34372	A
Ditch Electric	11/14/23	DS	P	Rmdl Res	BYC	CHPL	70 COLONIAL LN	SOPER JOHN	34387	A
Electrical Rough In	11/14/23	DS	P	Rmdl Res	BYC	CHPL	70 COLONIAL LN	SOPER JOHN	34388	A
Footings	11/14/23	DS	P	Rmdl Res	BYC	CHPL	70 COLONIAL LN	SOPER JOHN	34434	A
Final Closing Electr	11/14/23	DS	P	Solar			533 WEEKS CT	FRASER DIANA	32932	A
Final Closing Buildi	11/14/23	DS	P	Solar			533 WEEKS CT	FRASER DIANA	32933	A
Gas Line	11/14/23	DS	P	Gas Per-R	PRS		225 SUMMER SPRINGS LN	WESTBROOK JONATHAN & CA	34337	A
Gas Line Pressure Te	11/14/23	DS	P	Gas Per-R	PRS		225 SUMMER SPRINGS LN	WESTBROOK JONATHAN & CA	34338	A
Electric Service	11/15/23	DS	P	NRSF	BVL		211 QUEENSHIP LN	WALLACE ROBERT & LAUREN	32106	A
Final Closing Buildi	11/15/23	DS	P	Deck/Porch	BLMT	BLTN	19315 BLUE RIDGE MTN RD	JOHNSTON RONALD	34392	A
Electric Service	11/15/23	DS	P	ELEC RES	FRYL	GNWY	70 SHEPHERD LN	SHELBY STEPHEN WILLIAM	34019	A
Gas Line	11/15/23	DS	F	Gas Per-R	FRYL	GNWY	70 SHEPHERD LN	SHELBY STEPHEN WILLIAM	34017	A
Gas Line Pressure Te	11/15/23	DS	F	Gas Per-R	FRYL	GNWY	70 SHEPHERD LN	SHELBY STEPHEN WILLIAM	34018	A
Final Closing Plumbi	11/15/23	DS	P	PlumPer-R	BVL	BVL	205 WALNUT ST	CHRESOHOS AGLAIA	34272	A
Sewer Line	11/15/23	DS	P	PlumPer-R	BVL	BVL	205 WALNUT ST	CHRESOHOS AGLAIA	34373	A
Framing	11/15/23	DS	P	Deck/Porch	BVL		317 TYSON DR	PIERCE EDWIN R & MARILY	34347	A
Slab Porch/Deck	11/16/23	DS	P	NRSF	BYC		1251 OLD WINCHESTER RD	STARLEY ERIC DREW & JAM	34433	A
Gas Line	11/16/23	DS	P	NRSF	BVL	BLTN	709 AUBURN RD	JONATHAN MORROW	34344	A
Gas Line Pressure Te	11/16/23	DS	P	NRSF	BVL	BLTN	709 AUBURN RD	JONATHAN MORROW	34345	A
Final Closing Gas	11/16/23	DS	P	Gas Per-R	BLMT	BLTN	104 LAUREL LN	COCHRAN LEE ANN SCHWOPE	34436	A
FOUNDATION	11/16/23	DS	P	Rmdl Res	BYC	CHPL	70 COLONIAL LN	SOPER JOHN	34447	A
Final Closing Electr	11/17/23	DS	P	Rmdl Res			526 WEEKS CT	GARCIA-MORENTE JOSE ALB	34466	A
Final Closing Plumbi	11/17/23	DS	P	Rmdl Res			526 WEEKS CT	GARCIA-MORENTE JOSE ALB	34467	A
Final Closing Buildi	11/17/23	DS	P	Rmdl Res			526 WEEKS CT	GARCIA-MORENTE JOSE ALB	34468	A



INSPECTION REPORT

Building Inspections

INSPECTIONS PERFORMED: 11/01/23 to 11/30/23

INSPECTION	DATE	BY	RSLT	PROJECT	CITY	AREA	LOCATION	OWNER	INSP ID	T
Gas Line	11/17/23	DS	P	Gas Per-R	FRYL	GNWY	70 SHEPHERD LN	SHELBY STEPHEN WILLIAM	34472	A
Gas Line Pressure Te	11/17/23	DS	P	Gas Per-R	FRYL	GNWY	70 SHEPHERD LN	SHELBY STEPHEN WILLIAM	34473	A
Footings	11/17/23	DS	P	Deck/Porch	BVL		604 WEEKS CT	REAMS MATTHEW ROBERT	33850	A
Final Closing Electr	11/17/23	DS	F	Solar	BVL	CHPL	8239 LORD FAIRFAX HWY	PORTILLO CARLSO & LEYVA	33985	A
Final Closing Buildi	11/17/23	DS	F	Solar	BVL	CHPL	8239 LORD FAIRFAX HWY	PORTILLO CARLSO & LEYVA	33986	A
Electric Service	11/17/23	DS	P	ELEC RES	BVL	LNGM	886 WADESVILLE RD	LEE ALBERT A & MARGARET	34350	A
Final Closing Electr	11/20/23	DS	P	NRSF	BVL		4065 SHEPHERDS MILL RD	MILLER BRYAN T & BERNAD	34168	A
Final Closing Plumbi	11/20/23	DS	P	NRSF	BVL		4065 SHEPHERDS MILL RD	MILLER BRYAN T & BERNAD	34169	A
Final Closing Buildi	11/20/23	DS	P	NRSF	BVL		4065 SHEPHERDS MILL RD	MILLER BRYAN T & BERNAD	34440	A
Final Closing Mechan	11/20/23	DS	P	NRSF	BVL		4065 SHEPHERDS MILL RD	MILLER BRYAN T & BERNAD	34441	A
Final Closing Buildi	11/20/23	DS	P	Deck/Porch	BVL		4065 SHEPHERDS MILL RD	MILLER BRYAN T & BERNAD	34166	A
Electrical Rough In	11/20/23	DS	P	Rmdl Res	BYC	GNWY	24 TANNERY LN	LEE EDWARD A & MONICA V	34456	A
Framing	11/20/23	DS	P	Rmdl Res	BYC	GNWY	24 TANNERY LN	LEE EDWARD A & MONICA V	34457	A
Plumbing Rough In	11/20/23	DS	P	Rmdl Res	BYC	GNWY	24 TANNERY LN	LEE EDWARD A & MONICA V	34455	A
Final Closing Buildi	11/20/23	DS	F	Deck/Porch	BVL	LNGM	2459 ALLEN RD	SMITH GARY & ROXANA	34454	A
Radon Vent	11/21/23	DS	P	Rmdl Res	BYC	CHPL	102 TILTHAMMER MILL RD	SWIMELEY JOSEPH ROBERT	34470	A
Insulation	11/21/23	DS	P	Rmdl Res	BYC	CHPL	102 TILTHAMMER MILL RD	SWIMELEY JOSEPH ROBERT	34471	A
Mechanical Rough In	11/21/23	DS	P	Rmdl Res	BYC	CHPL	102 TILTHAMMER MILL RD	SWIMELEY JOSEPH ROBERT	34469	A
Final Closing Electr	11/21/23	DS	F	Rmdl Res	BVL	BLTN	5973 LORD FAIRFAX HWY	GULDE SANDRA	34475	A
Final Closing Buildi	11/21/23	DS	F	Rmdl Res	BVL	BLTN	5973 LORD FAIRFAX HWY	GULDE SANDRA	34474	A
Final Closing Electr	11/21/23	DS	P	NRSF	BVL	LNGM			34546	A
Final Closing Plumbi	11/21/23	DS	F	NRSF	BVL	LNGM			34547	A
Final Closing Mechan	11/21/23	DS	F	NRSF	BVL	LNGM			34548	A
Final Closing Buildi	11/21/23	DS	F	NRSF	BVL	LNGM			34549	A
Electric Service	11/21/23	DS	F	ELEC RES	BLMT	BLTN	178 BEECHWOOD LN	JOHNSON THEODORE R	34231	A
Final Closing Gas	11/21/23	DS	F	Gas Per-R	BVL	CHPL	736 LANDER LN	BODNARUK ANDREW & ANN C	34409	A
Final Closing Plumbi	11/21/23	DS	F	PlumPer-R	BVL	CHPL	736 LANDER LN	BODNARUK ANDREW & ANN C	34411	A
Electric Service	11/21/23	DS	P	ELEC RES	BYC		19 EAST MAIN ST	KERNS ALEXANDER H	34478	A
Footings	11/21/23	DS	P	Add Res	BVL	BVL	12 RICE ST	JOHNSON NORMAN G III	34485	A
Slab	11/21/23	DS	P	Add Res	BVL	BVL	12 RICE ST	JOHNSON NORMAN G III	34489	A
Insulation	11/22/23	DS	P	Rmdl Res	BVL	BVL	504 SOUTH CHURCH ST	GABLE BRADLEY J & MELIN	34493	A
Framing	11/22/23	DS	P	Deck/Porch	BVL		604 WEEKS CT	REAMS MATTHEW ROBERT	33851	A
Final Closing Buildi	11/22/23	DS	P	Deck/Porch	BVL		604 WEEKS CT	REAMS MATTHEW ROBERT	33852	A
Gas Line	11/22/23	DS	P	Gas Per-R	FRYL	GNWY	289 MANOR RD	SAMS DELBERT G	34450	A
Gas Line Pressure Te	11/22/23	DS	P	Gas Per-R	FRYL	GNWY	289 MANOR RD	SAMS DELBERT G	34451	A
Plumbing Rough In	11/27/23	DS	P	NRSF	BLMT	BLTN	881 RETREAT RD	VILLAR ROBERT R	34567	A
Final Closing Electr	11/27/23	DS	F	Add Res	BYC	GNWY	773 OLD WINCHESTER RD	NEW MOON CONSTRUCTION L	34490	A
Final Closing Plumbi	11/27/23	DS	F	Add Res	BYC	GNWY	773 OLD WINCHESTER RD	NEW MOON CONSTRUCTION L	34491	A
Final Closing Mechan	11/27/23	DS	F	Add Res	BYC	GNWY	773 OLD WINCHESTER RD	NEW MOON CONSTRUCTION L	34492	A
Final Closing Buildi	11/27/23	DS	F	Add Res	BYC	GNWY	773 OLD WINCHESTER RD	NEW MOON CONSTRUCTION L	20296	A
Framing	11/27/23	DS	PRT	Rmdl Res	BVL	CHPL	LIME MARL LN	WHITTLESEY BRENT	34133	A
Electrical Rough In	11/27/23	DS	PRT	Rmdl Res	BVL	CHPL	LIME MARL LN	WHITTLESEY BRENT	34581	A
Plumbing Rough In	11/27/23	DS	F	Rmdl Res	BVL	CHPL	LIME MARL LN	WHITTLESEY BRENT	34582	A
Final Closing Buildi	11/27/23	DS	F	Deck/Porch	BVL		317 TYSON DR	PIERCE EDWIN R & MARILY	34348	A
Final Closing Buildi	11/28/23	DS	P	Rmdl Res	BVL	BLTN	5973 LORD FAIRFAX HWY	GULDE SANDRA	34588	A
Final Closing Electr	11/28/23	DS	P	Rmdl Res	BVL	BLTN	5973 LORD FAIRFAX HWY	GULDE SANDRA	34589	A
Sewer Line	11/28/23	DS	P	Rmdl Res	BVL	BVL	202 WALNUT ST	HINKLE JOHN M	34608	A
Shower Pan	11/28/23	DS	P	Rmdl Res	BVL	BVL	202 WALNUT ST	HINKLE JOHN M	34333	A
Final Closing Electr	11/28/23	DS	P	ELEC RES	BYC	GNWY	180 RIVER HOUSE LN	STICKMAN JOSEPH NOLAND	33789	A
Final Closing Electr	11/29/23	DS	P	Rmdl Res	BLMT	BLTN	1136 EBENEZER RD	NORTH OLIVER & ELIZABET	34583	A
Final Closing Mechan	11/29/23	DS	P	Rmdl Res	BLMT	BLTN	1136 EBENEZER RD	NORTH OLIVER & ELIZABET	34584	A
Final Closing Buildi	11/29/23	DS	P	Rmdl Res	BLMT	BLTN	1136 EBENEZER RD	NORTH OLIVER & ELIZABET	34585	A

INSPECTION REPORT

Building Inspections

INSPECTIONS PERFORMED: 11/01/23 to 11/30/23

INSPECTION	DATE	BY	RSLT	PROJECT	CITY	AREA	LOCATION	OWNER	INSP ID	T
Final Closing Gas	11/29/23	DS	P	Gas Per-R	BLMT	CHPL	17677 RAVEN ROCKS RD	THOMAS RICHIE T & ELIZA	34484	A
Final Closing Plumbi	11/29/23	DS	P	PlumPer-R	BLMT	CHPL	17677 RAVEN ROCKS RD	THOMAS RICHIE T & ELIZA	33824	A
Final Closing Mechan	11/29/23	DS	P	MechPer-R	BYC	CHPL	10566 LORD FAIRFAX HWY	MANGOLAS CHRISTOPHER J	34366	A
Gas Line	11/29/23	DS	P	Gas Per-R	WHPT	GNWY	912 WHITE POST RD	DUVALL JON C	34429	A
Insulation	11/30/23	DS	P	Rmdl Res	BVL	CHPL	LIME MARL LN	WHITTLESEY BRENT	34134	A
Gas Line	11/30/23	DS	P	Gas Per-R	BLMT	BLTN	1170 RETREAT RD	COLVARD ANITA L TRUSTEE	34422	A
Gas Line Pressure Te	11/30/23	DS	P	Gas Per-R	BLMT	BLTN	1170 RETREAT RD	COLVARD ANITA L TRUSTEE	34423	A
Gas Tank	11/30/23	DS	P	Gas Per-R	BLMT	BLTN	1170 RETREAT RD	COLVARD ANITA L TRUSTEE	34624	A
Gas Line Pressure Te	11/30/23	DS	P	Gas Per-R	WHPT	GNWY	912 WHITE POST RD	DUVALL JON C	34430	A
INSPECTOR TOTALS:		113 INSPECTIONS		FEES:		.00 PAID TO DATE:		.00 UNPAID:		.00
FOUNDATION	11/14/23	ECS	p	Rmdl Res	BVL		815 SWIMLEY RD	FUNK PRESTON S & CHRIST	34743	A
INSPECTOR TOTALS:		1 INSPECTIONS		FEES:		.00 PAID TO DATE:		.00 UNPAID:		.00
Electric Service	11/02/23	JR	P	ELEC RES	BVL	BVL	113 CAMERON ST	NIGHTINGALE INC TR	33503	A
Framing	11/02/23	JR	PWC	NRSF	BYC		3450 CALMES NECK LN	LEE JOHN JOSEPH SR & MA	32390	A
Electrical Rough In	11/02/23	JR	P	NRSF	BYC		3450 CALMES NECK LN	LEE JOHN JOSEPH SR & MA	32392	A
Gas Rough In	11/02/23	JR	P	NRSF	BYC		3450 CALMES NECK LN	LEE JOHN JOSEPH SR & MA	34242	A
Mechanical Rough In	11/02/23	JR	P	NRSF	BYC		3450 CALMES NECK LN	LEE JOHN JOSEPH SR & MA	32398	A
Final Closing Electr	11/03/23	JR	P	NRSF	BVL	BLTN	709 AUBURN RD	JONATHAN MORROW	34312	A
Final Closing Buildi	11/03/23	JR	PWC	NRSF	BVL	BLTN	709 AUBURN RD	JONATHAN MORROW	34316	A
Final Closing Mechan	11/03/23	JR	P	NRSF	BVL	BLTN	709 AUBURN RD	JONATHAN MORROW	34314	A
Final Closing Plumbi	11/03/23	JR	P	NRSF	BVL	BLTN	709 AUBURN RD	JONATHAN MORROW	34313	A
Plumbing Groundworks	11/06/23	JR	P	NRSF	BVL	LNGM	758 SWIMLEY RD	FRANZ ROBERT WAYNE	34325	A
Insulation	11/06/23	JR	P	NRSF			1543 EBENEZER RD	MITTELSTADT NICHOLAS J	34495	A
Final Closing Electr	11/06/23	JR	P	NRSF	BVL		320 TYSON DR	D R HORTON INC	34116	A
Final Closing Plumbi	11/06/23	JR	P	NRSF	BVL		320 TYSON DR	D R HORTON INC	34117	A
Final Closing Mechan	11/06/23	JR	P	NRSF	BVL		320 TYSON DR	D R HORTON INC	34118	A
Final Closing Gas	11/06/23	JR	P	NRSF	BVL		320 TYSON DR	D R HORTON INC	34119	A
Final Closing Buildi	11/06/23	JR	P	NRSF	BVL		320 TYSON DR	D R HORTON INC	34285	A
Insulation	11/06/23	JR	P	NRSF	BYC		3450 CALMES NECK LN	LEE JOHN JOSEPH SR & MA	32391	A
Fire Off Mechanical	11/06/23	JR	P	Gas Per-R	BVL	BVL	312 EARLY DR	STRICKLAND WILEY R & SH	33548	A
Final Closing Gas	11/06/23	JR	P	Gas Per-R	BVL	BVL	312 EARLY DR	STRICKLAND WILEY R & SH	34268	A
Well Pump Electrical	11/08/23	JR	P	ELEC RES	BYC	GNWY	440 WARFIELD LN	BREWER WALLACE E JR	34124	A
Ditch Electric	11/08/23	JR	P	ELEC RES	BYC	GNWY	440 WARFIELD LN	BREWER WALLACE E JR	34328	A
Electric Service	11/08/23	JR	P	ELEC RES	BYC	GNWY	440 WARFIELD LN	BREWER WALLACE E JR	34123	A
Final Closing Gas	11/08/23	JR	P	Gas Per-R	BYC	BYC	223 BRADFORD DR	LAMALFA CHARLES D & BON	33942	A
Final Closing Buildi	11/08/23	JR	P	Deck/Porch	BVL	BVL	241 TYSON DR	BOWEN DAVID & LORALEE	34370	A
Framing	11/08/23	JR	P	Deck/Porch	BVL	BVL	241 TYSON DR	BOWEN DAVID & LORALEE	34369	A
Final Closing Gas	11/08/23	JR	P	NRSF	BVL		361 TYSON DR	D R HORTON INC	34494	A
Final Closing Electr	11/08/23	JR	P	NRSF	BVL		361 TYSON DR	D R HORTON INC	31842	A
Final Closing Plumbi	11/08/23	JR	P	NRSF	BVL		361 TYSON DR	D R HORTON INC	31845	A
Final Closing Mechan	11/08/23	JR	P	NRSF	BVL		361 TYSON DR	D R HORTON INC	31847	A
Final Closing Buildi	11/08/23	JR	P	NRSF	BVL		361 TYSON DR	D R HORTON INC	31848	A
Final Closing Plumbi	11/08/23	JR	P	PlumPer-R	BYC	BYC	223 BRADFORD DR	LAMALFA CHARLES D & BON	33944	A
Final Closing Electr	11/08/23	JR	P	ELEC RES	BLMT	BLTN	512 REDBUD LN	MITCHELL DENNIS R & JAN	33975	A
Framing	11/08/23	JR	P	Accessory	BVL	CHPL	329 LLEWELLYN LN	BOOS JOSEPH FREDERICK &	34305	A
Framing	11/10/23	JR	P	Rmdl Res	BVL	BVL	504 SOUTH CHURCH ST	GABLE BRADLEY J & MELIN	31291	A
Electrical Rough In	11/10/23	JR	P	Rmdl Res	BVL	BVL	504 SOUTH CHURCH ST	GABLE BRADLEY J & MELIN	34321	A
Plumbing Rough In	11/10/23	JR	P	Rmdl Res	BVL	BVL	504 SOUTH CHURCH ST	GABLE BRADLEY J & MELIN	34323	A

INSPECTION REPORT

Building Inspections

INSPECTIONS PERFORMED: 11/01/23 to 11/30/23

INSPECTION	DATE	BY	RSLT	PROJECT	CITY	AREA	LOCATION	OWNER	INSP ID	T
Final Closing Buildi	11/10/23	JR	P	Rmdl Res	BYC		11 EAST MAIN ST	STAELIN JOHN R & ELIZAB	34329	A
Final Closing Buildi	11/10/23	JR	F	Deck/Porch	BVL	LNGM	2459 ALLEN RD	SMITH GARY & ROXANA	34332	A
Ditch Electric	11/10/23	JR	F	SPIG	BYC	CHPL	346 SALEM CHURCH RD	GERENSKI EMILY	34331	A
Final Closing Gas	11/14/23	JR	P	NRSF			1543 EBENEZER RD	MITTELSTADT NICHOLAS J	34368	A
Final Closing Buildi	11/14/23	JR	P	NRSF		BLTN	1543 EBENEZER RD	MITTELSTADT NICHOLAS J	32163	A
Final Closing Plumbi	11/14/23	JR	P	NRSF		BLTN	1543 EBENEZER RD	MITTELSTADT NICHOLAS J	32160	A
Final Closing Mechan	11/14/23	JR	P	NRSF		BLTN	1543 EBENEZER RD	MITTELSTADT NICHOLAS J	32162	A
Electric Service	11/14/23	JR	P	Elec Per-C	BLMT		1400 PARKER LN	SHENANDOAH RETREAT LAND	34256	A
Final Closing Electr	11/14/23	JR	P	NRSF		BLTN	1543 EBENEZER RD	MITTELSTADT NICHOLAS J	32157	A
Plumbing Rough In	11/15/23	JR	P	Rmdl Res	BYC	GNWY	24 TANNERY LN	LEE EDWARD A & MONICA V	34390	A
Ditch Electric	11/15/23	JR	P	SPIG	BYC	CHPL	346 SALEM CHURCH RD	GERENSKI EMILY	34396	A
Gas Line	11/15/23	JR	P	SPIG	BYC	CHPL	346 SALEM CHURCH RD	GERENSKI EMILY	34425	A
Gas Line Pressure Te	11/15/23	JR	P	SPIG	BYC	CHPL	346 SALEM CHURCH RD	GERENSKI EMILY	34426	A
Final Closing Electr	11/16/23	JR	P	NRSF		BVL	348 TYSON DR	D R HORTON INC	27319	A
Final Closing Buildi	11/16/23	JR	P	NRSF		BVL	348 TYSON DR	D R HORTON INC	27325	A
Final Closing Plumbi	11/16/23	JR	P	NRSF		BVL	348 TYSON DR	D R HORTON INC	27322	A
Final Closing Mechan	11/16/23	JR	P	NRSF		BVL	348 TYSON DR	D R HORTON INC	27324	A
Final Closing Gas	11/16/23	JR	P	NRSF		BVL	348 TYSON DR	D R HORTON INC	34435	A
Erosion & Sediment C	11/16/23	JR	P	Land Dis		BLTN		KINDER BAUERNHOF FARM I	34453	A
Final Closing Electr	11/23/23	JR	P	ELEC RES	BLMT	BLTN	159 HICKORY LN	MOCK ROGER LEE & LINDA	34225	A
Final Closing Mechan	11/27/23	JR	P	NRSF			415 BERRYS FERRY RD	GRAFTON SCHOOL INCORPOR	34445	A
Final Closing Electr	11/27/23	JR	P	NRSF			415 BERRYS FERRY RD	GRAFTON SCHOOL INCORPOR	34443	A
Final Closing Plumbi	11/27/23	JR	P	NRSF			415 BERRYS FERRY RD	GRAFTON SCHOOL INCORPOR	34444	A
Final Closing Gas	11/27/23	JR	P	NRSF			415 BERRYS FERRY RD	GRAFTON SCHOOL INCORPOR	34446	A
Electrical Rough In	11/28/23	JR	P	Rmdl Res	BVL	CHPL	LIME MARL LN	WHITTLESEY BRENT	34591	A
Final Closing Buildi	11/28/23	JR	P	NRSF	BLMT	BLTN	884 OLD FERRY LN	HERRING ERIC & KELLIE	34566	A
Final Closing Electr	11/28/23	JR	P	NRSF	BLMT	BLTN	884 OLD FERRY LN	HERRING ERIC & KELLIE	34563	A
Final Closing Plumbi	11/28/23	JR	P	NRSF	BLMT	BLTN	884 OLD FERRY LN	HERRING ERIC & KELLIE	34564	A
Final Closing Mechan	11/28/23	JR	P	NRSF	BLMT	BLTN	884 OLD FERRY LN	HERRING ERIC & KELLIE	34565	A
Electrical Rough In	11/28/23	JR	P	Rmdl Res	WHPT	GNWY	374 DEARMONT HALL LN	AMOS BILLI JO	34587	A
Shower Pan	11/28/23	JR	P	Rmdl Res	WHPT	GNWY	374 DEARMONT HALL LN	AMOS BILLI JO	34284	A
Electrical Rough In	11/28/23	JR	P	Rmdl Res	WHPT	GNWY	374 DEARMONT HALL LN	AMOS BILLI JO	34750	A
Mechanical Rough In	11/29/23	JR	F	NRSF	BLMT	BLTN	881 RETREAT RD	VILLAR ROBERT R	34601	A
Framing	11/29/23	JR	F	NRSF	BLMT	BLTN	881 RETREAT RD	VILLAR ROBERT R	34602	A
Electrical Rough In	11/29/23	JR	F	NRSF	BLMT	BLTN	881 RETREAT RD	VILLAR ROBERT R	34603	A
Final Closing Buildi	11/30/23	JR	PWC	NRSF			415 BERRYS FERRY RD	GRAFTON SCHOOL INCORPOR	34442	A
Final Closing Buildi	11/30/23	JR	P	NRSF			415 BERRYS FERRY RD	GRAFTON SCHOOL INCORPOR	34598	A

INSPECTOR TOTALS: 73 INSPECTIONS FEES: .00 PAID TO DATE: .00 UNPAID: .00

DrainTile	11/07/23	RE	P	Add Res	BVL	BLTN	2934 WICKLIFFE RD	TILFORD WALTER & STACEY	34579	A
Slab Basement	11/10/23	RE	P	Add Res	BVL	BLTN	2934 WICKLIFFE RD	TILFORD WALTER & STACEY	34580	A
Footings Porch/Deck	11/11/23	RE	P	Add Res	BYC	GNWY	3464 MILLWOOD RD	JOHNSON H REBECCA	34571	A
Footings	11/13/23	RE	P	Rmdl Res	BVL		815 SWIMLEY RD	FUNK PRESTON S & CHRIST	33327	A
Footings	11/15/23	RE	P	Rmdl Res	BYC	GNWY	80 ROCKY BANK LN	WILLIAMS DEBORA W	33997	A
FOUNDATION	11/15/23	RE	P	Rmdl Res	BVL		815 SWIMLEY RD	FUNK PRESTON S & CHRIST	34568	A
Footings	11/30/23	RE	P	Deck/Porch	BVL	CHPL	5609 SENSENY RD	GARVER JEROME H III & L	34604	A

INSPECTOR TOTALS: 7 INSPECTIONS FEES: .00 PAID TO DATE: .00 UNPAID: .00

DEPARTMENT TOTALS: 194 INSPECTIONS FEES: .00 PAID TO DATE: .00 UNPAID: .00

## INSPECTION REPORT

Building Inspections

INSPECTIONS PERFORMED: 11/01/23 to 11/30/23

INSPECTION	DATE	BY	RSLT	PROJECT	CITY AREA	LOCATION	OWNER	INSP ID	T	
REPORT TOTALS:		194	INSPECTIONS		FEES:	.00	PAID TO DATE:	.00	UNPAID:	.00

**INSPECTION REPORT**

Building Inspections

INSPECTIONS PERFORMED: 11/01/23 to 11/30/23

INSPECTION TYPE SUMMARY	COUNT	INSPECTOR SUMMARY	COUNT	RESULT SUMMARY	COUNT
Bonding Pool	1	Douglas Shaffer	113	FAIL	32
Ditch Electric	5	ECS Mid-Atlantic	1	PARTIAL	2
Drain Tile	1	Jamie Royston	73	PASS	157
Electric Service	10	Ruckman Engineering PLC	7	PASS WITH CONDITIONS	3
Electrical Rough In	10				
Erosion & Sediment Control	1				
Final Closing Building	29				
Final Closing Electric	22				
Final Closing Gas	12				
Final Closing Mechanical	14				
Final Closing Plumbing	17				
Fire Off Mechanical or Gas	2				
Footings	6				
Footings Porch/Deck	1				
FOUNDATION	3				
Framing	11				
Gas Line	10				
Gas Line Pressure Test	10				
Gas Rough In	1				
Gas Tank	1				
Insulation	6				
Mechanical Rough In	3				
Plumbing Groundworks	1				
Plumbing Rough In	5				
Radon Vent	1				
Sewer Line	2				
Shower Pan	2				
Slab	2				
Slab Basement	1				
Slab Porch/Deck	2				
Water Line Ditch	1				
Well Pump Electrical Connect	1				

TOTAL INSPECTIONS: 194

INSPECTION REPORT

ALL

INSPECTIONS PERFORMED: 11/01/23 to 11/30/23

INSPECTION TYPE SUMMARY	COUNT	INSPECTOR SUMMARY	COUNT	RESULT SUMMARY	COUNT
Bonding Pool	1	Douglas Shaffer	113	FAIL	32
Ditch Electric	5	ECS Mid-Atlantic	1	PARTIAL	2
Draintile	1	Jamie Royston	73	PASS	157
Electric Service	10	Ruckman Engineering PLC	7	PASS WITH CONDITIONS	3
Electrical Rough In	10				
Erosion & Sediment Control	1				
Final Closing Building	29				
Final Closing Electric	22				
Final Closing Gas	12				
Final Closing Mechanical	14				
Final Closing Plumbing	17				
Fire Off Mechanical or Gas	2				
Footings	6				
Footings Porch/Deck	1				
FOUNDATION	3				
Framing	11				
Gas Line	10				
Gas Line Pressure Test	10				
Gas Rough In	1				
Gas Tank	1				
Insulation	6				
Mechanical Rough In	3				
Plumbing Groundworks	1				
Plumbing Rough In	5				
Radon Vent	1				
Sewer Line	2				
Shower Pan	2				
Slab	2				
Slab Basement	1				
Slab Porch/Deck	2				
Water Line Ditch	1				
Well Pump Electrical Connect	1				

TOTAL INSPECTIONS: 194

\*\* END OF REPORT - Generated by Annabella Vega \*\*

## Project Application Report - Building Dept

For Period: 11/1/2023 to 11/30/2023

Project Type	Project Number	Project Fees
Commercial Electric Permit	230641	173.40
Commercial Remodel	230617	688.70
Demolition of Building	230656	51.00
Land Disturbance	230637	250.00
	230657	250.00
Residential Addition	230642	227.53
Residential Deck/Porch no Roof	230616	51.00
	230622	51.00
	230624	51.00
	230625	51.00
Residential Deck/Porch w/Roof	230658	343.80
	230663	51.00
Residential Electric Permit	230631	45.90
	230635	56.10
	230638	45.90
	230640	56.10
Residential Gas Permit	230619	40.80
	230627	45.90
	230629	40.80
	230632	40.80
	230633	40.80
	230634	40.80
	230645	40.80
	230648	40.80
	230650	40.80
	230653	40.80
Residential Mechanical Permit	230621	40.80
	230628	45.90
	230643	45.90
	230647	40.80
	230649	40.80
	230651	40.80
	230654	40.80

## Project Application Report - Building Dept

For Period: 11/1/2023 to 11/30/2023

Project Type	Project Number	Project Fees
Residential Mechanical	230659	40.80
Residential New	230655	2646.76
Residential Plumbing Permit	230620	40.80
	230630	40.80
Residential Remodel	230623	383.63
	230644	421.03
Solar Array System	230660	168.30
	230661	168.30
	230662	168.30
<b>Total</b>		<b>7231.05</b>



## Project Application Report - Building Dept

For Period: 11/1/2023 to 11/30/2023

Project Type	Project Number	Location	Owner	Estimated Building Value	Fees Blank = collected by another dept	Project Status
Commercial Electric Permit	230641	4163 HARRY BYRD HWY	PERRY STUART M INC	\$0	\$173.40	ISSUED W/O CONDITIONS
Commercial Remodel	230617	0	CLARKE COUNTY SANITARY AUTHORITY	\$0	\$688.70	ISSUED W/O CONDITIONS
Demolition of Building	230656	518 CLIFTON FARM LN	CLIFTON 1834 LLC	\$0	\$51.00	ISSUED W/O CONDITIONS
Land Disturbance	230637	518 CLIFTON FARM LN	CLIFTON 1834 LLC	\$0	\$250.00	ISSUED W/O CONDITIONS
	230657	11723 HARRY BYRD HWY	BUSHLAND LLC	\$0	\$250.00	ISSUED W/O CONDITIONS
Residential Addition	230642	12 RICE ST	JOHNSON NORMAN G III	\$17,348	\$227.53	ISSUED W/O CONDITIONS
Residential Deck/Porch no Roof	230616	317 TYSON DR	PIERCE EDWIN R & MARILYN R	\$0	\$51.00	ISSUED W/O CONDITIONS
	230622	349 TYSON DR	CONRAD ALLEN W & LAVONE E	\$0	\$51.00	ISSUED W/O CONDITIONS
	230624	329 JACKSON DR	FLOWERS CATHY	\$0	\$51.00	ISSUED W/O CONDITIONS
	230625	364 NORRIS ST	JONES ADWOA SERWAH	\$0	\$51.00	ISSUED W/O CONDITIONS
Residential Deck/Porch w/Roof	230658	5609 SENSENY RD	GARVER JEROME H III & LISA R	\$0	\$343.80	ISSUED W/O CONDITIONS
	230663	374 JOHN MOSBY HWY	ROOTES RICHARD A & CHRISTINE M	\$0	\$51.00	ISSUED W/O CONDITIONS
Residential Electric Permit	230631	8096 JOHN MOSBY HWY	KIRK FAMILY, LLC	\$0	\$45.90	ISSUED W/O CONDITIONS
	230635	751 KITCHEN LN	BLYTH MICHAEL AND KRISTEN	\$0	\$56.10	ISSUED W/O CONDITIONS
	230638	170 SHEPHERDS MILL RD	BRAZIE MICHAEL LEON	\$0	\$45.90	ISSUED W/O CONDITIONS
	230640	19 E MAIN ST	KERNS ALEXANDER H	\$0	\$56.10	ISSUED W/O CONDITIONS

## Project Application Report - Building Dept

For Period: 11/1/2023 to 11/30/2023

Project Type	Project Number	Location	Owner	Estimated Building Value	Fees Blank = collected by another dept	Project Status
Residential Gas Permit	230619	287 BARKER LN	BALL GREGORY	\$0	\$40.80	ISSUED W/O CONDITIONS
	230627	8 LEWIS FARM LN	OLIVER CLAUDIA A	\$0	\$45.90	ISSUED W/O CONDITIONS
	230629	736 LANDER LN	BODNARUK ANDREW & ANN C TRUST	\$0	\$40.80	ISSUED W/O CONDITIONS
	230632	405 HANCOCK CT	HEYMER ADRIAN PATRICK & MARY LEE	\$0	\$40.80	ISSUED W/O CONDITIONS
	230633	1170 RETREAT RD	COLVARD ANITA L TRUSTEE	\$0	\$40.80	ISSUED W/O CONDITIONS
	230634	912 WHITE POST RD	DUVALL JON C	\$0	\$40.80	ISSUED W/O CONDITIONS
	230645	220 TYSON DR	MALLERY JOHN W & LETTY S	\$0	\$40.80	ISSUED W/O CONDITIONS
	230648	305 HENDERSON CT	KOSIOREK MICHAEL D & BETHANY A	\$0	\$40.80	ISSUED W/O CONDITIONS
	230650	212 HENDERSON CT	THOMPSON GEORGE W & NANCY R	\$0	\$40.80	ISSUED W/O CONDITIONS
	230653	26 WILLIAMSTEAD LN	MORRISON NORMAN DEV & ELIZABETH D	\$0	\$40.80	ISSUED W/O CONDITIONS
Residential Mechanical Permit	230621	10566 LORD FAIRFAX HWY	MANGOLAS CHRISTOPHER J JR & SANDRA K	\$0	\$40.80	ISSUED W/O CONDITIONS
	230628	8 LEWIS FARM LN	OLIVER CLAUDIA A	\$0	\$45.90	ISSUED W/O CONDITIONS
	230643	10544 LORD FAIRFAX HWY	SHEIKH IQRA YOUSAF	\$0	\$45.90	ISSUED W/O CONDITIONS
	230647	220 TYSON DR	MALLERY JOHN W & LETTY S	\$0	\$40.80	ISSUED W/O CONDITIONS
	230649	305 HENDERSON CT	KOSIOREK MICHAEL D & BETHANY A	\$0	\$40.80	ISSUED W/O CONDITIONS
	230651	212 HENDERSON CT	THOMPSON GEORGE W & NANCY R	\$0	\$40.80	ISSUED W/O CONDITIONS

## Project Application Report - Building Dept

For Period: 11/1/2023 to 11/30/2023

Project Type	Project Number	Location	Owner	Estimated Building Value	Fees Blank = collected by another dept	Project Status
Residential Mechanical Permit	230654	26 WILLIAMSTEAD LN	MORRISON NORMAN DEV & ELIZABETH D	\$0	\$40.80	ISSUED W/O CONDITIONS
	230659	5 PULLIAM CT	MUNOS MATTHEW & MEGAN	\$0	\$40.80	ISSUED W/O CONDITIONS
Residential New	230655	96 GINNS RD	NOI VENTURES LLC	\$397,378	\$2,646.76	ISSUED W/O CONDITIONS
Residential Plumbing Permit	230620	287 BARKER LN	BALL GREGORY	\$0	\$40.80	ISSUED W/O CONDITIONS
	230630	736 LANDER LN	BODNARUK ANDREW & ANN C TRUST	\$0	\$40.80	ISSUED W/O CONDITIONS
Residential Remodel	230623	305 TAYLOR ST	SPITLER ROBERT W II & KERRI LEANN	\$38,025	\$383.63	ISSUED W/O CONDITIONS
	230644	10544 LORD FAIRFAX HWY	SHEIKH IQRA YOUSAF	\$37,500	\$421.03	ISSUED W/O CONDITIONS
Solar Array System	230660	2431 SPRINGSBURY RD	DAVIS LAURIE B & JOSEPH M SELLERS	\$0	\$168.30	ISSUED W/O CONDITIONS
	230661	325 TYSON DR	JENSEN RILEY ALLEN	\$0	\$168.30	ISSUED W/O CONDITIONS
	230662	329 TYSON DR	DOODY ROBERT ALAN	\$0	\$168.30	ISSUED W/O CONDITIONS

CLARKE COUNTY CIRCUIT COURT  
MONTH END DEEDS OF PARTITION AND CONVEYANCE  
LOCAL TAXATION DEPARTMENT  
COUNTY  
FOR NOVEMBER, 2023

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
11/01/23	231434	WEST, LAWRENCE EDMOND	N MATA, MILTON M 102 JOSEPHINE ST BERRYVILLE, VA. 22611	N 300,000.00	DBS	100%
		RECORDED TIME: 14:02				
		DESCRIPTION 1: TOWN OF BERRYVILLE				
		DATE OF DEED : 00/00/00 BOOK: 716	PAGE: 732 MAP: 14A58A12A			
		NUMBER PAGES : 2				
						151,400 w/impv
11/01/23	231437	VOLK, LAURIE L	N PEDEN, SHEILA JANET 163 GREENFIELDS LANE WHITE POST, VA. 22663	N 1,200,000.00	DBS	100%
		RECORDED TIME: 14:25				
		DESCRIPTION 1: GREENWAY DISTRICT LOT 3 3.1159 ACRES				
		DATE OF DEED : 00/00/00 BOOK: 716	PAGE: 764 MAP: 2883			
		NUMBER PAGES : 2				
						508,900 w/impv
11/01/23	231438	ANNA CATHERINE GILLIAM REVOCAB	N GILLIAM, ANNA CATHERINE 1681 MILLWOOD ROAD BOYCE, VA. 22620	N .00	DBS	100%
		RECORDED TIME: 14:30				
		DESCRIPTION 1:				
		DATE OF DEED : 11/01/23 BOOK: 716	PAGE: 766 MAP: 30A-A-83			
		NUMBER PAGES : 3				
11/01/23	231439	D R HORTON	N BATES, CHRISTOPHER; ET UX 365 TYSON DRIVE BERRYVILLE, VA. 22611	N 703,220.00	DBS	100%
		RECORDED TIME: 15:02				
		DESCRIPTION 1: TOWN OF BERRYVILLE, LOT 222				
		DATE OF DEED : 10/31/23 BOOK: 716	PAGE: 769 MAP: 14A8-5-222			
		NUMBER PAGES : 2				
						85K New Const
11/02/23	231441	BUCKNER, ROGER LEE	N BUCKNER, ROGER LEE N/A N/A, XX. 00000 0000	N .00	OPM	100%
		RECORDED TIME: 09:15				
		DESCRIPTION 1: CHAPEL DISTRICT				
		DATE OF DEED : 00/00/00 BOOK: 15	PAGE: 65 MAP: 23A44			
		NUMBER PAGES : 1				
11/02/23	231442	BUCKNER, ROGER LEE	N BUCKNER, ROGER LEE N/A N/A, XX. 00000 0000	N .00	DE	100%
		RECORDED TIME: 09:16				
		DESCRIPTION 1: CHAPEL DISTRICT				
		DATE OF DEED : 00/00/00 BOOK: 716	PAGE: 800 MAP: 23A44			
		NUMBER PAGES : 5				
11/03/23	230000090	KACKLEY, CHARLES WILLIAM	N/A N/A	N .00	QUAL	00%
		RECORDED TIME: 09:38				
		DESCRIPTION 1:				
		DATE OF DEED : 11/03/23 BOOK: 111	PAGE: 230 MAP:			
		NUMBER PAGES : 3				
11/03/23	231445	HURTADO, PEDRO	N HURTADO, PEDRO N/A N/A, XX. 00000 0000	N .00	DG	100%
		RECORDED TIME: 10:33				
		DESCRIPTION 1: 2 PARCELS				
		DATE OF DEED : 10/26/23 BOOK: 716	PAGE: 809 MAP: 21A1 A 31			
		NUMBER PAGES : 3				

CLARKE COUNTY CIRCUIT COURT  
MONTH END DEEDS OF PARTITION AND CONVEYANCE  
LOCAL TAXATION DEPARTMENT  
COUNTY  
FOR NOVEMBER, 2023

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
11/03/23	231446	HURTADO, PEDRO RECORDED TIME: 10:34 DESCRIPTION 1: BK 695 PG 568 DATE OF DEED : 10/26/23 BOOK: 716 NUMBER PAGES : 3	N HURTADO, ELISA N/A N/A, XX. 00000 0000 PAGE: 812 MAP: 21A2 2 1	N .00	DG	100%
11/03/23	230000091	PENDLETON, AGNES RECORDED TIME: 12:40 DESCRIPTION 1: DATE OF DEED : 11/03/23 BOOK: 111 NUMBER PAGES : 0	N/A N/A PAGE: 237 MAP:	.00	REA	00%
11/03/23	231451	HOEL, JOHN PORTER RECORDED TIME: 13:34 DESCRIPTION 1: BK 534 PG 430 DATE OF DEED : 00/00/00 BOOK: 15 NUMBER PAGES : 1	N SAME N/A N/A, XX. 00000 0000 PAGE: 66 MAP: 30 A 84	N .00	OPM	100%
11/03/23	231452	DRYER, JACOB RECORDED TIME: 13:52 DESCRIPTION 1: BK 680 PG 754 DATE OF DEED : 00/00/00 BOOK: 716 NUMBER PAGES : 2	N SAME N/A N/A, XX. 00000 0000 PAGE: 836 MAP: 17A1 8 108	N .00	PM	100%
11/03/23	231454	PAPPADAKIS, ANDY H RECORDED TIME: 15:38 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 11/02/23 BOOK: 716 NUMBER PAGES : 2	N TANG, SAI CHIU MARK 207 WALNUT ST BERRYVILLE, VA. 22611 PAGE: 840 MAP: 14A1 6 8	N 457,500.00	DBS	100%
11/06/23	230000092	MASON, JEFFREY RECORDED TIME: 10:42 DESCRIPTION 1: DATE OF DEED : 11/06/23 BOOK: NUMBER PAGES : 0	N/A N/A PAGE: MAP:	.00	REA	00%
11/06/23	231463	STOTLER, AMY LYNNEA RECORDED TIME: 13:32 DESCRIPTION 1: 28.0383 ACRES DATE OF DEED : 00/00/00 BOOK: 716 NUMBER PAGES : 5	N STOTLER, AMY LYNNEA PO BOX 132 MILLWOOD, VA. 22646 PAGE: 874 MAP: 30A45	N .00	DODS	100%
11/06/23	231464	STOTLER, AMY LYNNEA RECORDED TIME: 13:33 DESCRIPTION 1: 28.0383 ACRES DATE OF DEED : 00/00/00 BOOK: 716 NUMBER PAGES : 5	N STOTLER, ROBERT TODD PO BOX 132 MILLWOOD, VA. 22646 PAGE: 879 MAP: 30A45	N .00	DODS	100%

1393 ①

260,600  
W/impv

CLARKE COUNTY CIRCUIT COURT  
MONTH END DEEDS OF PARTITION AND CONVEYANCE  
LOCAL TAXATION DEPARTMENT  
COUNTY  
FOR NOVEMBER, 2023

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
11/08/23	231471	MARROW, DELORES A RECORDED TIME: 09:06 DESCRIPTION 1: LONGMARSH DATE OF DEED : 11/01/23 BOOK: 716 NUMBER PAGES : 2	N WALLACE, BRYAN H 246 MOOSE RD BERRYVILLE, VA. 22611	N 365,700.00	DBS	100%
						365,700 w/impv
11/08/23	231477	JOHNSON, CHRISTOPHER GERRIT RECORDED TIME: 13:58 DESCRIPTION 1: BATTLETOWN DISTRICT DATE OF DEED : 00/00/00 BOOK: 15 NUMBER PAGES : 1	N SAME N/A N/A, XX. 00000 0000	N .00	OPM	100%
11/09/23	231481	DUBON, LARIZA M RECORDED TIME: 15:40 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 00/00/00 BOOK: 716 NUMBER PAGES : 2	N SAME N/A N/A, XX. 00000 0000	N .00	PM	100%
11/13/23	231482	LEWIS, WILLIAM T RECORDED TIME: 09:32 DESCRIPTION 1: CHAPEL DISTRICT DATE OF DEED : 00/00/00 BOOK: 15 NUMBER PAGES : 1	N LEWIS, WILLIAM T N/A N/A, XX. 00000 0000	N .00	OPM	100%
11/13/23	231484	NERD FARMS LLC RECORDED TIME: 10:25 DESCRIPTION 1: DATE OF DEED : 00/00/00 BOOK: 716 NUMBER PAGES : 5	N AUGUSTINE, PAUL A 39745 ROCKY LANE LOVETTSVILLE, VA. 20180	N 500,000.00	DBS	100%
						Easement 53,700 VAC
11/13/23	231486	MARTENIS, CHARLES RECORDED TIME: 11:12 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 00/00/00 BOOK: 717 NUMBER PAGES : 3	N EARLY, SEAN E 308 STUART CT BERRYVILLE, VA. 22611	N 490,000.00	DBS	100%
						362,800 w/impv
11/13/23	231491	DR HORTON RECORDED TIME: 12:25 DESCRIPTION 1: LOT 236 HERMITAGE PHSE V DATE OF DEED : 11/09/23 BOOK: 717 NUMBER PAGES : 2	N RODRIGUEZ MEDINA, JUAN CARLOS 320 TYSON DR BERRYVILLE, VA. 22611	N 630,990.00	DBS	100%
						85K New Const
11/13/23	231493	DILZER, DONALD SCOTT; ET AL RECORDED TIME: 12:35 DESCRIPTION 1: BATTLETOWN DISTRICT DATE OF DEED : 10/02/23 BOOK: 717 NUMBER PAGES : 6	N DILZER AMENDED AND RESTATED RE 2810 CASTLEMAN ROAD BERRYVILLE, VA. 22611	N .00	DBS	100%

CLARKE COUNTY CIRCUIT COURT  
MONTH END DEEDS OF PARTITION AND CONVEYANCE  
LOCAL TAXATION DEPARTMENT  
COUNTY

FOR NOVEMBER, 2023

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
11/13/23	231494	HUGHES, SUSAN JEANETTE RECORDED TIME: 12:45 DESCRIPTION 1: BATTLETOWN DISTRICT, SHEN RET DATE OF DEED : 11/07/23 BOOK: 717 NUMBER PAGES : 6	N KINSEY, RIANNE P O BOX 318 BLUEMONT, VA. 20135 PAGE: 54 MAP: 17A2-22-243	N 3,000.00	DBS	100% 2K VAC
3963 ②	11/13/23	231501	SHIFFLETT, WILLIS M; SR RECORDED TIME: 14:34 DESCRIPTION 1: LONGMARSH DATE OF DEED : 11/13/23 BOOK: 717 NUMBER PAGES : 2	N SHIFFLETT, WILLIAM V 10803 HARRY BYRD HWY BERRYVILLE, VA. 22611 PAGE: 65 MAP: 7 B 2 4	N <del>244,400.00</del>	DBS 100% 130K Family sale 244,400 w/impv
612 ②	11/13/23	231502	DONOVAN, SEAN RECORDED TIME: 14:47 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 11/09/23 BOOK: 717 NUMBER PAGES : 2	N CIFALA, KAREN 112 RICE ST BERRYVILLE, VA. 22611 PAGE: 67 MAP: 14A1 A 66	N 454,900.00	DBS 100% 250,200 w/impv
1300 ①	11/14/23	231505	ANDERSON, JUDY JONES RECORDED TIME: 11:26 DESCRIPTION 1: BK 105 PG 553 DATE OF DEED : 11/08/23 BOOK: 717 NUMBER PAGES : 5	N ANDERSON, JUDY JONES 147 LONGWOOD LANE BLUEMONT, VA. 20135 PAGE: 94 MAP: 34A 4 4	.00	DBS 100%
	11/14/23	231506	HANSEN, RACHAEL A RECORDED TIME: 13:17 DESCRIPTION 1: GREENWAY DISTRICT DATE OF DEED : 00/00/00 BOOK: 717 NUMBER PAGES : 2	N HANSEN, RACHAEL A 918 MORNING STAR LANE BOYCE, VA. 22620 PAGE: 99 MAP: 20213	.00	DQC 100%
	11/14/23	231507	HUDSON, JOHN STEVEN RECORDED TIME: 13:41 DESCRIPTION 1: LOT 9 BK 47 PG 127 DATE OF DEED : 11/08/23 BOOK: 717 NUMBER PAGES : 2	N HOPE, JULIE 125 RIVER PARK LN BLUEMONT, VA. 20135 PAGE: 101 MAP: 32A 1 9	N 423,500.00	DBS 100% 178,800 w/impv
6521 ②	11/14/23	231511	METTLER, ELIZABETH KRAEMER RECORDED TIME: 14:01 DESCRIPTION 1: LONGMARSH DISTRICT DATE OF DEED : 00/00/00 BOOK: 717 NUMBER PAGES : 3	N DOODY, GEORGE EUGENE 216 BUSHLAND LN BERRYVILLE, VA. 22611 PAGE: 123 MAP: 13A46	N 1,400,000.00	DBS 100% VAC w/impv 528,700
1041 ⑤	11/14/23	231514	DILLOW, MARGARET R RECORDED TIME: 14:10 DESCRIPTION 1: 46.0195 ACRES DATE OF DEED : 00/00/00 BOOK: 717 NUMBER PAGES : 5	N CATHER, MICHAEL R 1089 RUSSELL ROAD BERRYVILLE, VA. 22611 PAGE: 137 MAP: 7A7H	N 243,600.00	DBS 100% Family 304,500 VAC
9355 ⑤						

CLARKE COUNTY CIRCUIT COURT  
MONTH END DEEDS OF PARTITION AND CONVEYANCE  
LOCAL TAXATION DEPARTMENT  
COUNTY

FOR NOVEMBER, 2023

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
11/14/23	231515	KINCANNON, KATHERINE RECORDED TIME: 15:32 DESCRIPTION 1: JANEVILLE ESTATES LOT 2 DATE OF DEED : 00/00/00 BOOK: 717 NUMBER PAGES : 4	N SAME N/A N/A, XX. 00000 0000	N .00	PM	100%
11/16/23	230000094	GIPSON, ANNA RUTH RECORDED TIME: 10:47 DESCRIPTION 1: DATE OF DEED : 11/16/23 BOOK: NUMBER PAGES : 7	N/A N/A	.00	PROBATE	00%
11/17/23	231523	MARKEE, NATHAN RECORDED TIME: 09:44 DESCRIPTION 1: CHAPEL LOT 3 ACRES DATE OF DEED : 11/16/23 BOOK: 717 NUMBER PAGES : 2	N PAYNE, THOMAS M 105 LORETTO DR CLEAR BROOK, VA. 22624	N 180,000.00	DBS	100%
					90K	VAC
11/17/23	231525	NESSERLRODTE, DONALD E RECORDED TIME: 14:44 DESCRIPTION 1: 7.07 ACRES DATE OF DEED : 00/00/00 BOOK: 717 NUMBER PAGES : 2	N BAILEY, ROBERT K; JR 22142 WINTER LAKE CT ASHBURN, VA. 20148	N 285,000.00	DBS	100%
						198,800 VAC
11/17/23	231526	SHENANDOAH RETREAT LAND CORP RECORDED TIME: 15:00 DESCRIPTION 1: BATTLETOWN DISTRICT DATE OF DEED : 11/15/23 BOOK: 717 NUMBER PAGES : 3	N KELLEY, NANCY PO 27 WHITE OAK LANE BLUEMONT, VA. 20135	N .00	DQC	100%
11/17/23	231527	LEMASTER, WILLIAM M RECORDED TIME: 15:03 DESCRIPTION 1: SHEN RETREAT LOT 55 BLOCK 7 DATE OF DEED : 00/00/00 BOOK: 717 NUMBER PAGES : 1	N SHENANDOAH RETREAT LAND CORP 256 HEMLOCK LN BLUEMONT, VA. 20135	N .00	DG	100%
11/20/23	231530	PRATT, LOWELL DORRANCE; JR RECORDED TIME: 11:16 DESCRIPTION 1: 180.8356 ACRES DATE OF DEED : 11/17/23 BOOK: 717 NUMBER PAGES : 6	N JONES, MATTHEW L 3706 N WOODROW ST ARLINGTON, VA. 22207	N 1,400,000.00	DBS	100%
					CCEA 254,700 EASmt w/impv	
11/20/23	231531	TERZIAN, PETER J RECORDED TIME: 11:29 DESCRIPTION 1: 22 ACRES LOT 3 DATE OF DEED : 00/00/00 BOOK: 717 NUMBER PAGES : 3	N BROCK, DANIEL J 584 COULSON LN BLUEMONT, VA. 20135	N 1,025,000.00	DBS	100%
					557,200 w/impv	

9/16/23  
11/6/23  
6  
5  
8507



CLARKE COUNTY CIRCUIT COURT  
MONTH END DEEDS OF PARTITION AND CONVEYANCE  
LOCAL TAXATION DEPARTMENT  
COUNTY

FOR NOVEMBER, 2023

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
11/20/23	231534	GUEVREMONT, MARC R RECORDED TIME: 11:47 DESCRIPTION 1: BK 56 PG 30 DATE OF DEED: 11/13/23 BOOK: 717 NUMBER PAGES: 4	N GUEREMONT, MARC ROLAND 9 CIRCLE RD BERRYVILLE, VA. 22611	N .00	DBS	100%
11/20/23	231537	JOHNSON, CHRISTOPHER GERRIT RECORDED TIME: 16:03 DESCRIPTION 1: SHENANDOAH RETREAT DATE OF DEED: 11/15/23 BOOK: 717 NUMBER PAGES: 2	N BOAN, TIMOTHY C 732 BELL LN BERRYVILLE, VA. 22611	N 127,500.00	DBS	100%
11/20/23	231538	ESTATE OF EVA KIBLER RECORDED TIME: 16:09 DESCRIPTION 1: TOWN OF BOYCE DATE OF DEED: 11/17/23 BOOK: 717 NUMBER PAGES: 3	N KERNS, KATHERINE 19 E MAIN ST BOYCE, VA. 22620	N 317,000.00	DBS	100%
11/21/23	231540	KELLEY, NANCY P RECORDED TIME: 09:13 DESCRIPTION 1: SHENANDOAH RETREAT DATE OF DEED: 11/20/23 BOOK: 717 NUMBER PAGES: 5	N FUOG, JOHN 27 WHITE OAK LN BLUEMONT, VA. 20135	N 275,000.00	DBS	100%
11/21/23	231543	ROSEN, CHRISTOPHER L RECORDED TIME: 11:15 DESCRIPTION 1: LOT 216 PHASE IV A HERMITAGE DATE OF DEED: 11/15/23 BOOK: 717 NUMBER PAGES: 2	N HINES, CHRISTINA 128 TYSON DR BERRYVILLE, VA. 22611	N 725,000.00	DBS	100%
11/21/23	231545	JOHNSON, LYNN W RECORDED TIME: 11:27 DESCRIPTION 1: GREENWAY DATE OF DEED: 11/15/23 BOOK: 717 NUMBER PAGES: 5	N MARQUEZ, STEPHEN O N/A N/A, XX. 00000 0000	N 1,150,000.00	DBS	100%
11/21/23	231548	FOOTHILL PROPERTIES LLC RECORDED TIME: 13:09 DESCRIPTION 1: LONGMARSH DISTRICT 64.55 ACRES DATE OF DEED: 00/00/00 BOOK: 717 NUMBER PAGES: 2	N BERRYVILLE FARMS VA LLC 40666 EARLE WALLACE CIRCLE STERLING, VA. 20166	N 461,000.00	DBS	100%
11/21/23	231551	BURNS, AGNES PENDLETON RECORDED TIME: 14:05 DESCRIPTION 1: GREENWAY DATE OF DEED: 11/20/23 BOOK: 717 NUMBER PAGES: 4	N JUSTICE, KENNETH 1756 MILLWOOD RD BOYCE, VA. 22620	N 179,000.00	DBS	100%

3040  
43  
3,195  
96

4572

3535  
36  
36223

1019

9402

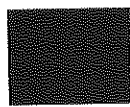
6215

39 2K  
42 4K  
43 4K

203,300  
w/impv  
24 188,700  
25 1K  
18 10,100

877,200  
352,700  
VAC

168,100  
w/impv



CLARKE COUNTY CIRCUIT COURT  
MONTH END DEEDS OF PARTITION AND CONVEYANCE  
LOCAL TAXATION DEPARTMENT  
COUNTY  
FOR NOVEMBER, 2023

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
11/22/23	231555	SETTER, ANGELA RECORDED TIME: 09:27 DESCRIPTION 1: SHEN RETREAT BLOCK 2D UNIT 1 DATE OF DEED : 00/00/00 BOOK: 717 NUMBER PAGES : 4	N SAME N/A N/A, XX. 00000 0000	N .00	PM	100%
11/22/23	231554	SETTER, ANGELA RECORDED TIME: 09:28 DESCRIPTION 1: SHEN RETREAT BLOCK 2D UNIT 1 DATE OF DEED : 00/00/00 BOOK: 717 NUMBER PAGES : 4	N SAME N/A N/A, XX. 00000 0000	N .00	PM	100%
11/27/23	231556	DEARMENT, RODERICK A RECORDED TIME: 10:52 DESCRIPTION 1: GREENWAY DATE OF DEED : 11/27/23 BOOK: 717 NUMBER PAGES : 3	N DONOHUE, TERENCE M N/A N/A, XX. 00000 0000	N .00	DBL	100%
11/27/23	231557	DEARMENT, RODERICK A RECORDED TIME: 10:53 DESCRIPTION 1: BK 538 PG 702 DATE OF DEED : 00/00/00 BOOK: 15 NUMBER PAGES : 1	N DONOHUE, TERENCE N/A N/A, XX. 00000 0000	N .00	OPM	100%
11/27/23	230000095	BURTON, BROWN DUDLEY RECORDED TIME: 12:31 DESCRIPTION 1: DATE OF DEED : 11/27/23 BOOK: NUMBER PAGES : 0	N/A N/A	.00	REA	00%
11/27/23	230000096	BURTON, NROWN DUDLEY RECORDED TIME: 12:31 DESCRIPTION 1: DATE OF DEED : 11/27/23 BOOK: NUMBER PAGES : 0	N/A N/A	.00	REA	00%
11/27/23	231559	D.R. HORTON INC RECORDED TIME: 13:11 DESCRIPTION 1: HERMITAGE LOT 223 DATE OF DEED : 00/00/00 BOOK: 717 NUMBER PAGES : 2	N HAYES, WILLIAM EDWARD 361 TYSONS DRIVE BERRYVILLE, VA. 22611	N 627,190.00	DBS	100%
11/28/23	230000097	SHROUT, RUTH SHIRLEY RECORDED TIME: 10:23 DESCRIPTION 1: DATE OF DEED : 11/28/23 BOOK: 111 NUMBER PAGES : 8	N/A N/A	.00	QUAL	00%

9566 ①

85K  
new const

CLARKE COUNTY CIRCUIT COURT  
MONTH END DEEDS OF PARTITION AND CONVEYANCE  
LOCAL TAXATION DEPARTMENT  
COUNTY  
FOR NOVEMBER, 2023

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
11/28/23 ② 137	231564	COCHRAN, THOMAS L RECORDED TIME: 14:11 DESCRIPTION 1: LONGMARSH DATE OF DEED : 11/20/23 BOOK: 717 NUMBER PAGES : 2	N FLACK, SAMANTHA LEE 1274 WADESVILLE RD BERRYVILLE, VA. 22611 PAGE: 445 MAP: 3A 1 3	N 315,000.00	DBS	100% 182,400 w/imp
11/28/23 ⑤ 48510	231566	STRAUSS, TREVOR RECORDED TIME: 14:48 DESCRIPTION 1: BATTLETOWN DATE OF DEED : 11/24/23 BOOK: 717 NUMBER PAGES : 2	N LEONARDO, ANTHONY 957 COULSON LN BLUEMONT, VA. 20135 PAGE: 472 MAP: 25 4 6	N 1,095,000.00	DBS	100% 592,600 w/imp
11/29/23 ② 8098	231567	HARDING, TONYA L RECORDED TIME: 13:13 DESCRIPTION 1: LONGMARSH DATE OF DEED : 11/27/23 BOOK: 717 NUMBER PAGES : 3	N TRACY, RICHARD P 2215 CRUMS CHURCH RD BERRYVILLE, VA. 22611 PAGE: 474 MAP: 7 A 117C	N 489,999.00	DBS	100% 315,100 w/imp
11/29/23 ① 9585	231569	DR HORTON RECORDED TIME: 13:26 DESCRIPTION 1: LOT 242 HERMITAGE PHASE V DATE OF DEED : 11/22/23 BOOK: 717 NUMBER PAGES : 4	N VALONDA, PEARL JOY FUENTESFINA 348 TYSON DR BERRYVILLE, VA. 22611 PAGE: 491 MAP: 14A8 5 242	N 659,990.00	DBS	100% 85K new const
11/29/23 ② 5754	231571	MALLALIEU, MARK RECORDED TIME: 14:18 DESCRIPTION 1: GREENWAY DATE OF DEED : 11/23/23 BOOK: 717 NUMBER PAGES : 5	N CAREY, LUANNE T PO BOX 120 MILLWOOD, VA. 22646 PAGE: 514 MAP: 28 A 29	N 145,000.00	DBS	100% 64,100 w/imp
11/30/23	231572	POULSHOT PROPERTIES RECORDED TIME: 10:53 DESCRIPTION 1: CHAPEL DATE OF DEED : 11/10/23 BOOK: 717 NUMBER PAGES : 2	N WOODWRAD, ANN BARTON BROWN N/A N/A, XX. 00000 0000 PAGE: 519 MAP: 29 A 16A	.00	DBS	100%
11/30/23	231574	LAMBERT, RUSSELL KEVIN RECORDED TIME: 11:35 DESCRIPTION 1: 08 ACRES BOYCE DATE OF DEED : 11/20/23 BOOK: 717 NUMBER PAGES : 3	N WINSATT, SHARON 104 SARATOGA AVE BOYCE, VA. 22620 PAGE: 522 MAP: 21A1 A 83	.00	DG	100%
11/30/23	231576	DODSON, FRED WILLIAM; II RECORDED TIME: 12:41 DESCRIPTION 1: CHAPEL DISTRICT 5.0 ACRES DATE OF DEED : 00/00/00 BOOK: 717 NUMBER PAGES : 2	N DODSON, STARSKY 2704 SPRINGSBURY ROAD BERRYVILLE, VA. 22611 PAGE: 527 MAP: 23A29A	.00	DG	100%

CLARKE COUNTY CIRCUIT COURT  
MONTH END DEEDS OF PARTITION AND CONVEYANCE  
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COUNTY

FOR NOVEMBER, 2023

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
11/30/23	230000098	MCDONALD, FREDA JANE RECORDED TIME: 14:37 DESCRIPTION 1: DATE OF DEED : 11/30/23 BOOK: 111 NUMBER PAGES : 0	N/A N/A PAGE: 317 MAP:	.00	QUAL	00%
11/30/23	230000099	MCDONALD, LEONARD BENTON RECORDED TIME: 14:38 DESCRIPTION 1: DATE OF DEED : 11/30/23 BOOK: 111 NUMBER PAGES : 4	N/A N/A PAGE: 319 MAP:	.00	PROBATE	00%
11/30/23	231578	JUDY, EVELYN M RECORDED TIME: 14:51 DESCRIPTION 1: GREENWAY DATE OF DEED : 11/21/23 BOOK: 717 NUMBER PAGES : 4	N 8555 JOHN S MOSBY LLC 6586 JOHN MOSBY HWY BOYCE, VA. 22620 PAGE: 530 MAP: 29A 15 A	N 2,900,000 <del>3,087,900.00</del>	DBS	1
11/30/23	231581	SAADULLA, SEYAR RECORDED TIME: 16:06 DESCRIPTION 1: 5.91 ACRES DATE OF DEED : 00/00/00 BOOK: 717 NUMBER PAGES : 3	N SEVEN BENDS LLC 537 BATTLE AVE WINCHESTER, VA. 22601 PAGE: 547 MAP: 6119	N 389,000.00 103,500 VAC <del>382,900</del>	DBS	100%
11/30/23	231584	APKE, VIRGINIA L RECORDED TIME: 16:09 DESCRIPTION 1: 19.1638 ACRES DATE OF DEED : 00/00/00 BOOK: 717 NUMBER PAGES : 3	N YEUN, FRANCIS 25984 TALAMORE DR CHANTILLY, VA. 20152 PAGE: 564 MAP: 39A77	N 485,000.00	DBS	100%

5948

295

7170

2,900,000

w/impv

3,092,900

103,500 VAC

~~382,900~~  
w/impv

406K  
w/impv

