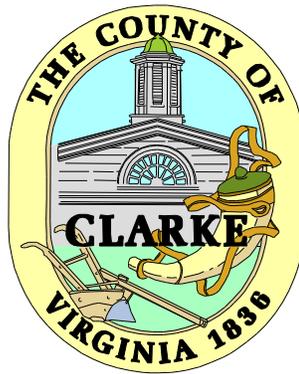


Clarke County Board of Supervisors



Regular Meeting Packet

March 21, 2017



Clarke County Board of Supervisors Regular Meeting Agenda

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

Item	March 21, 2017	Packet Page
Afternoon Session 1:00 PM		
1. Call To Order		5
2. Adoption Of Agenda		6
3. Citizen's Comment Period		7
4. VDOT Update		8
5. Stream Grants Review by Alison Teetor		9
6. Drought Update by Alison Teetor		14
7. Approval of Minutes. Action: Approve the following minutes:		
– February 21, 2017 BoS Regular Meeting		15
– March 6, 2017 BoS FY2018 Budget Work Session		38
8. Consent Agenda. Action: Approve Item A.		42
A. 2017-02R Resolution of Recognition and Appreciation of Suzanne Lore Mackall Commonwealth's Attorney for Clarke County 1998 to 2017		43
9. Board of Supervisors Personnel Committee Items		44
A. Expiration of Term for appointments expiring through April 2017. Action: Approve Personnel Committee recommendations to reappoint:		45
– Clifford Nelson to the Clarke County Planning Commission to an additional four-year term expiring April 30, 2021.		
– Anne Caldwell to the Clarke County Planning Commission to an additional four-year term expiring April 30, 2021.		
B. Personnel Policy Update. Action: Information only.		54
10. Board of Supervisors Work Session Items		53
A. Personnel Policy Review. Action: Information only.		54
B. FY2018 Budget. Action: Information only – at it March 13 Work Session, Supervisors authorized Tom Judge		109
11. Finance Committee Items		118
A. FY 17 Supplemental Appropriations		118
a. Sheriffs Grant. Action: The Finance Committee recommends, "Be it resolved that FY2017 budgeted expenditure and appropriations for the Fire and EMS Department be increased \$7,500, that \$7,500 revenue from the Commonwealth be recognized, and that budgeted information technology budget and appropriations in the amount of \$7,500 be transferred to Fire and Emergency Medical Services, all for the purpose of purchasing equipment related to Emergency Management."		119

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

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3/16/2017 11:35 AM



Clarke County Board of Supervisors Regular Meeting Agenda

Main Meeting Room Berryville / Clarke County Government Center
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Item	March 21, 2017	Packet Page
b. Historic Resources Grant. Action: The Finance Committee recommends, "Be it resolved that the Historic Preservation Commission budgeted expenditure and appropriation be increased \$9,500 and that revenue from the Commonwealth be recognized in the same amount, all for the purpose outlining a book regarding the architectural history of Clarke County."		125
c. Clerk of the Circuit Court. Action: The Finance Committee recommends, "Be it resolved that \$3,050 in budgeted expenditure be transferred from the minor capital contingency of the General Fund, to the Clerk of the Circuit Court for the replacement of a copier."		130
B. Emergency Vehicle Fund Balance Designation. Action: The Finance Committee recommends, "Be it resolved that a General Fund Balance Designation be made in the amount of \$30,000 and titled "Emergency Vehicles".		118
A. Health Rates. Action: The Finance Committee recommends approval.		131
B. Bills and Claims. Action: The Finance Committee recommends approval of the February 2017 Invoice History Report.		132
C. Standing Reports. FYI: Reconciliation of Appropriations; Fund Balance; Expenditure Summary; Capital Projects Status.		138
12. Joint Administrative Services Board Update		151
13. Government Projects Update		155
14. Miscellaneous		156
15. Summary Of Required Action		157
16. Board Member Committee Status Reports		158
17. Closed Session [as necessary]		159
Evening Session 6:30 pm		
18. Citizen's Comment Period		160
19. PH 17-03 TA-17-01, Agricultural Business Uses		162
20. Adjournment		184
Reports in March Packet:		
1. Building Department		186
2. Commissioner of the Revenue		260
3. Economic Development		268
4. Fire & EMS		277

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

Page 2 of 3

3/16/2017 11:35 AM



Clarke County Board of Supervisors Regular Meeting Agenda

Main Meeting Room Berryville / Clarke County Government Center
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Item	March 21, 2017	Packet Page
5. Handley Regional Library		278
6. Planning Department 2016 Annual Report		281
7. Virginia Regional Transit		323

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

Page 3 of 3

3/16/2017 11:35 AM

Clarke County Board of Supervisors

Call to Order

Clarke County Board of Supervisors

Adoption of Agenda

Clarke County Board of Supervisors

Citizen Comment Period

Clarke County Board of Supervisors

VDOT

MEMORANDUM

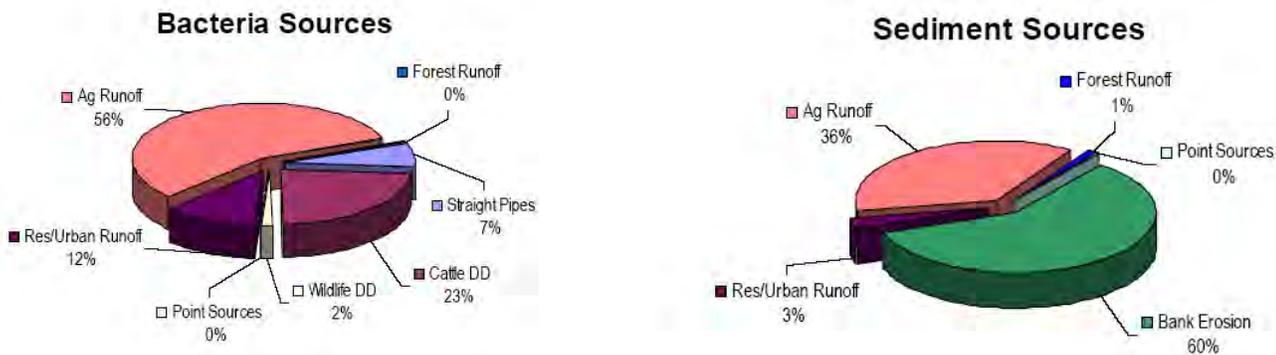
TO: Board of Supervisors, David Ash
FROM: Alison Teetor
SUBJECT: Update Spout Run TMDL
DATE: March 21, 2017

Spout Run has been designated an impaired waterway by the Department of Environmental Quality (DEQ) due to levels of bacteria and sediment that exceed water quality standards. Because of this designation a Total Maximum Daily Load (TMDL) study was completed in 2009 for Spout Run to identify sources of pollution and reductions needed to attain water quality standards. This is a similar process to that which has recently been completed for the Chesapeake Bay Watershed.

In order to develop the TMDL for Spout Run, DEQ conducted a series of meetings in the County to explain the TMDL process and requirements and get input from local stakeholders and citizens to make sure that the technical aspects of the study (including model inputs and assumptions) were accurate as well as acceptable to the community. In March 2010 the TMDL study was published.

A TMDL considers point sources such as residential, municipal, or industrial discharges and non-point sources such as residential, urban, or agricultural runoff. DEQ used a computer model to track bacteria from the source, to the land, to the stream, and then downstream to the Shenandoah River. To make sure that the predictions were accurate, the model was compared to bacteria samples collected from the stream from 1991 to 2008. The model was found to be accurate within about 5% of the measured data. For predicting sediment loads, DEQ used a computer model that considered the slope, soils, land cover, erodibility, and runoff to estimate the amount of soil eroded in the watershed and deposited in Spout Run. Similarly to the bacteria model, the sediment model was calibrated against real-world suspended sediment and flow measurements taken from the stream.

For Spout Run the following Pie Charts depict the sources for bacteria and sediment as identified through the study.



After figuring out where the bacteria and sediment in Spout Run are currently coming from, the computer models were used to figure out how much bacteria and sediment loads need to be reduced to clean up Spout Run and its tributaries. The following tables describe the reduction needs. More detailed results can be found in the report.

Source	Bacteria Reduction Needed (%)		
	Page Brook	Roseville Run	Spout Run
Straight Pipes	100%	100%	100%
Cattle DD	91%	83%	67%
Wildlife DD	0%	0%	0%
Permitted Point Sources	0%	0%	0%
Agricultural Runoff	50%	50%	67%
Residential/Urban Runoff	91%	83%	67%
Forest Runoff	0%	0%	0%

Source	Sediment Reduction Needed (%)
Res/Urban	30%
Crop	30%
Pasture	30%
Degraded Riparian Pasture	67%
Forest	0%
Transitional	30%
Point Sources	0%
Bank Erosion	67%

These are the basic results of the TMDL study. Once the TMDL is established, an Implementation Plan is developed that describes how the reduction goals will be reached. Typical ways that the reductions can be made include:

- Fencing out cattle from streams and provide alternative water sources
- Conducting stream bank restoration projects in areas where banks are actively eroding
- Leave a band of 35 – 100 ft along the stream natural so that it buffers or filters out bacteria and sediment from farm or residential land (a riparian buffer)
- Find and fix failing septic systems
- Pick up pet waste on residential and commercial land

Accomplishments

The County applied for and received 2 grants in 2014. The projects were completed by a dedicated group of individuals from Trout Unlimited, Friends of the Shenandoah River, The Downstream Project, Lord Fairfax Soil and Water Conservation District, Natural Resource Conservation Service, Department of Environmental Quality, Piedmont Environmental Council, and the citizens of Clarke County. Without the stakeholder cooperation none of the work would have been possible.

The first grant was from the National Fish and Wildlife Foundation (NFWF) grant through the Chesapeake Bay Stewardship Fund, Small Watershed Grants (SWG) Program. The County received \$141,600 with an \$87,822 match. The second grant was a Department of Environmental Quality 319 grant for \$292,666 with a \$216,718 match. Match amounts were provided by stakeholders and volunteers. Over the course of three years the following was accomplished using the grant funds:

Streambank Stabilization - Trout Unlimited (TU)

The riparian buffer planting and streambank restoration project was completed at Carter Hall in 2014. A total of 1,200 linear feet of stream bank was stabilized (600 feet each side), with habitat channel improvements, and riparian buffer planting. The second project was a

streambank restoration and tree planting on Snow Fielding's property east of Millwood. In all TU completed 1,000 linear feet of instream habitat improvement (so 2,000 feet of streambank). The riparian buffer was planted with a riparian seed mix of native grasses and forbs for just over 1 acre of new buffer. Riparian trees (approx. 300) were planted Nov 2016.

Livestock Exclusion and Riparian Buffers – Lord Fairfax Soil and Water Conservation District (LFSWCD)

A primary accomplishment was the successful completion of a livestock exclusion project on Scaleby, in all 17,310 linear feet of fencing was installed. This project fulfilled the match requirement for the NFWF grant. In addition this project represents 32% of the requirement outlined in the implementation plan.

Maynard Sipe protected 3,116 linear feet of streambank with livestock exclusion fencing. The project provided 5.8 acres of buffer area with an average buffer width of 35 feet. Two alternative water systems were installed.

Dunning Property - In all 8,000 linear feet of stream bank were protected. The project provided 26.4 acres of buffer area with an average buffer width of 35 feet. Two alternative water systems were installed.

Richard Farland installed 3,597 linear feet of fencing providing 35 acres of riparian buffer along Page Brook with 1 alternative water system.

Beautiful Buffers/Neighborhood Stewardship – Clarke County/Piedmont Environmental Council (PEC)

PEC conducted 2 sustainable landscaping workshops as an outreach effort to educate citizens in the watershed about options for landscaping covering topics such as yard care practices, garden ecology and backyard habitat creation.

Monitoring and Measuring Performance – Friends of the Shenandoah River/PEC

FOSR conducted bimonthly monitoring between 2013 and 2015 over 370 water samples were collected and analyzed. Data was analyzed in order to evaluate the response of the basin to the restoration projects and progress in meeting the E.coli TMDL for Spout Run. In addition, these data will be used to evaluate progress towards meeting Chesapeake Bay TMDL goals. Data analyses included: E. coli enumeration and water chemistry (pH,Temp,Turb, ortho P, total P, NH4, NO2+NO3, and total N). The results of this monitoring will be posted on the FOSR web site (The Water Window), which allows users to navigate between stations on a watershed map, download data and generate graphs. ADD LAG TIME INFO

Additional monitoring was conducted by PEC. Macro Invertebrate samples were collected at 4 different sites. PEC recruited and completed training for volunteers to collect samples using the Save Our Streams methodology. The benthic macroinvertebrates – insects, crustaceans, worms, snails and clams that live on the bottom of streams were collected to see what kind of life Spout Run and its tributaries currently support. Some macroinvertebrates are more tolerant of pollution than others. Benthic macroinvertebrate monitoring is particularly useful because it reveals not only the health of the streams, but also the health of the surrounding land in the watershed. Sensitive stream creatures need all the components of a healthy stream ecosystem, including shade trees and plants along waterways. When a watershed doesn't have

enough vegetation along its streams, many benthic macroinvertebrates will disappear. Those pollutants include nitrogen, phosphorus and sediment from fertilizer, livestock and erosion.

Collecting both kinds of information at the same sites in Spout Run over time will help identify baseline conditions, point to potential sources of the problems, and reveal if corrective measures solve the problems.

Multimedia Outreach & Marketing – Downstream Project (TDP)

Since the beginning of the Spout Run project supported by this initial grant, TDP has documented the progress of grant initiatives and specific restoration efforts, and presented them on spoutrun.org, the website created with grant funds for this purpose.

To date, there are over 15 individual video journal entries from project inception including fish counts, topographic studies, tree plantings, workshops, and targeted stream bank restoration efforts, including a very valuable before-and-after storm damage assessment which has been used repeatedly by our project partner, Trout Unlimited, in their own education and outreach.

There are over 34 individual project “blog” posts which have been utilized for social media sharing. The entire site, which will be maintained for the forcible future, serves as a repository for news and information related to the watershed as well as research data and relevant documents.

The final component of this grant, organized by The Downstream Project, was working with Chesapeake Commons and The Friends of the Shenandoah River to complete a visual mapping and data visualization tool for water quality water monitoring data. The “Water Window” is a groundbreaking piece of cloud-based software that will allow individual watersheds, including Spout Run, to search monitoring sites and receive data in a variety of charts and tables for further analysis.

Additional outreach efforts related to residential BMP’s included 2 postcards highlighting the 50% off over for septic pumpouts as well as other BMP cost share opportunities. A third mailing in newsletter format described both agricultural and residential opportunities. In addition, the Health Department was notified about the program to encourage residents to participate. In all, thirty septic tanks were pumped out, 1 house without indoor plumbing was hooked to public sewer, 5 septic repairs were completed, and 1 alternative septic system was installed.

Wetlands Restoration Project – Powhatan School

The wetlands restoration at Powhatan School successfully restored 1.1 acres of wetlands, in cooperation with the Natural Resource Conservation Service (NRCS). The project was conducted in accord with NRCS specification VA CPS 342 (Critical Area Planting).

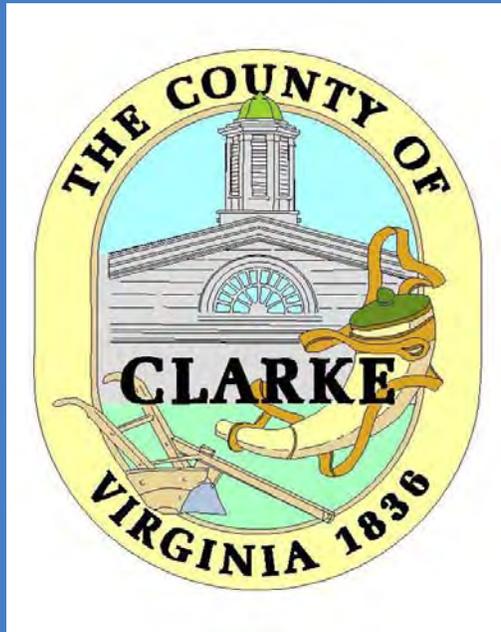
Residential/Urban Stormwater Program

Two turf to tree planting projects were completed. At Powhatan School approximately 185 trees were planted along Roseville Run. Students were involved with the tree planting that occurred on the Crocker Conservancy, a property held in easement by the County. An additional 28 trees were planted at the Millwood Country Club. A postcard detailing tree planting opportunities was mailed in 2015.

Conclusion

In all, the grant projects were very successful. Significant amounts of streambanks were fenced, resulting in creation of riparian buffers essential for filtering contaminants from runoff, and restricting access to streams from livestock which serves to reduce streambank erosion and direct fecal contamination of waterways. Streambank restoration reduced cut banks which cause erosion and created improved instream habitat for aquatic life. The biggest challenge of the project was getting landowner cooperation. Many areas for streambank restoration and riparian buffer establishment were identified but landowners were not interested in participating. The bad news is over \$85,250 was returned as not enough landowners participated. This highlights the problem with voluntary initiatives for water cleanup.

Water Quality Improvement Efforts in Clarke County, Virginia



Alison Teetor
Natural Resource Planner

Outline

- Clean Water Act
 - why its on our radar
- TMDL's what are they
 - the goal
- Status of Chesapeake Bay TMDL
- Impaired waters in Clarke Co
- Implementation Plan
 - how to get there
- Spout Run project

Clean Water Act

- Enacted by Congress in 1972, administered by the Environmental Protection Agency (EPA)
- The goal of the Clean Water Act is "to restore and maintain the chemical, physical, and biological integrity of the Nation's waters" (33 U.S.C §1251(a)).
- The Act establishes water quality standards

State's Role

VA Dept of Environmental Quality

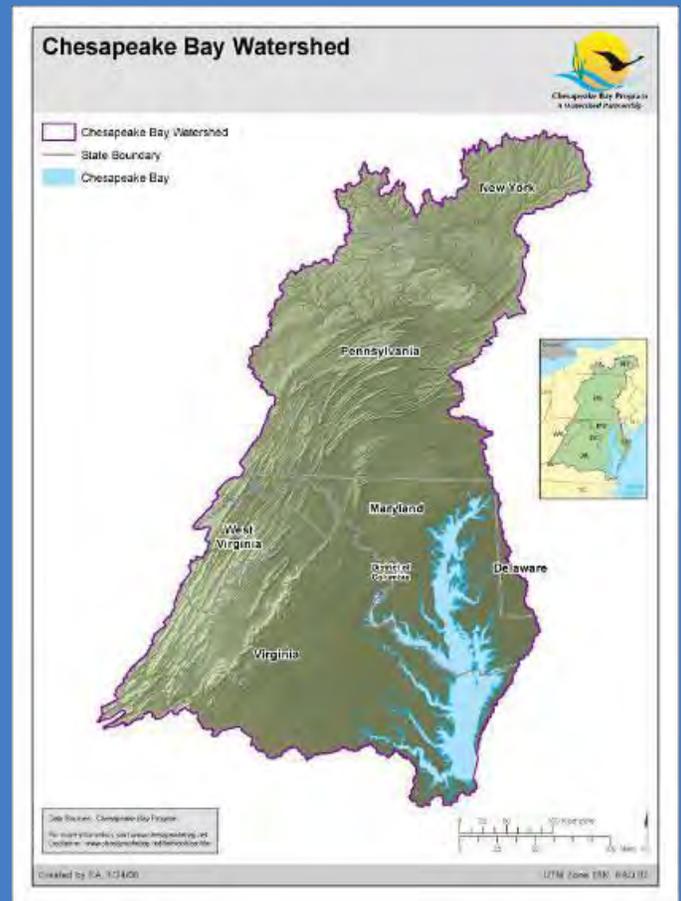
- States collect and analyze water samples
- Identify streams that don't meet water quality standards
- Submit a list of streams to EPA every 2 years.
- Identifies the pollutant causing the impairment
- Assigns a priority for development of Total Maximum Daily Loads (TMDL)

What is a TMDL?

- TMDL is an acronym for Total Maximum Daily Load and is a calculation of the maximum amount of a pollutant that a water body can receive and still safely meet water quality standards. "Pollution Diet"
 - "Point sources" like sewage treatment plants
 - regulatory
 - "Nonpoint sources" like polluted runoff from land
 - Not regulated
- Establishment of a TMDL is required under the federal Clean Water Act Section 303(d) if a waterway is impaired by pollutants and does not meet water quality standards.

Chesapeake Bay TMDL

- EPA sets pollution diet and oversees its achievement
- Restrictions on nitrogen, phosphorus and sediment
- Limits sufficient to meet states ' Bay clean water standards



Current Events

WEEKEND EDITION

The Winchester Star

Saturday, March 18, 2017

121st YEAR No. 217

WINCHESTER, VA

Funding could be cut from bay foundation

By ONOFRIO CASTIGLIA
The Winchester Star

WINCHESTER — President Donald Trump's budget proposal, released on Thursday, completely cuts the \$73 million Chesapeake Bay Program, established in 1983. Local environmental professionals say this would end aid to regional water treatment projects that cleanse the area's drinking water and

make waterways habitable for wildlife and recreation.

"Anybody, everybody is going to be impacted by these cuts," said Bill Prokopchak, a member of Winchester Trout Unlimited. "Anybody who breathes air and drinks water."

According to information provided by the Shenandoah Valley Network — a northern Valley environmental group based in Luray — \$9.28 million of the \$73

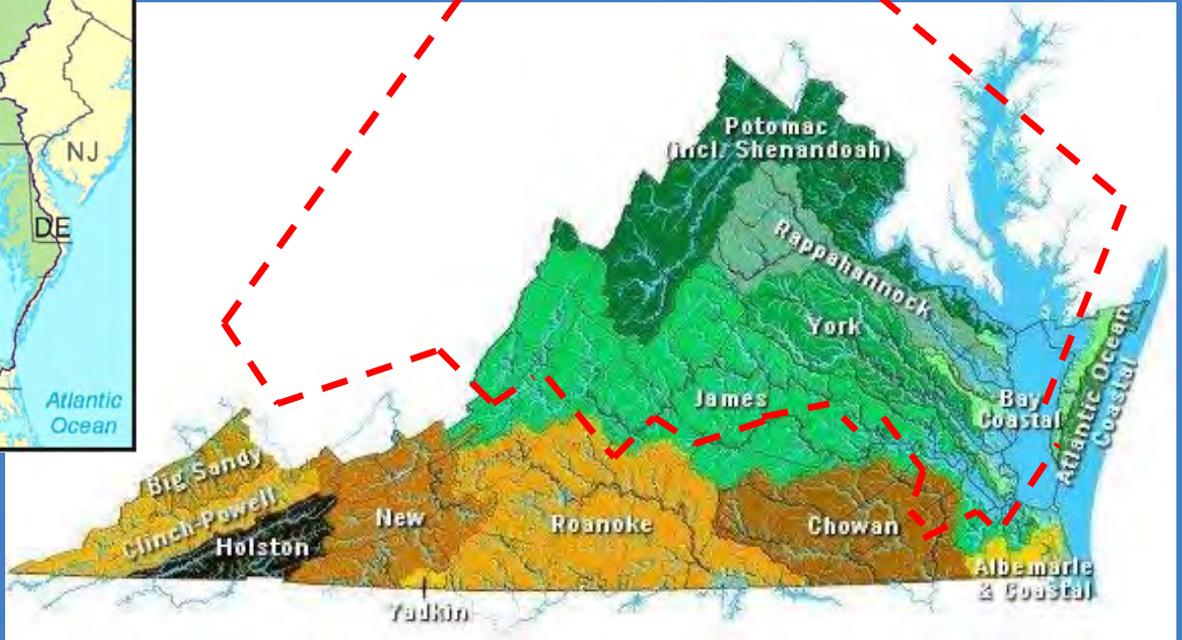
million is spent in Virginia annually. The bay cleanup funds are a part of the Environmental Protection Agency's (EPA) \$8.2 billion budget, about a third of which is hacked off in Trump's proposal.

"We had heard it was going to be reduced to \$5 million," said Kate Wofford, director of Shenandoah Valley Network. "Down to zero is just really alarming, for a lot of reasons."

Wofford's group works with farmers and landowners to take part in state and federal cost-sharing programs to restore or strengthen natural and urban filtration systems. Some of the money goes into federal water-quality monitoring. She said the benefit is evident, as the bay — the largest estuary in the United States — has been improving

See Bay, Page A14

Virginia's Chesapeake Bay Watershed



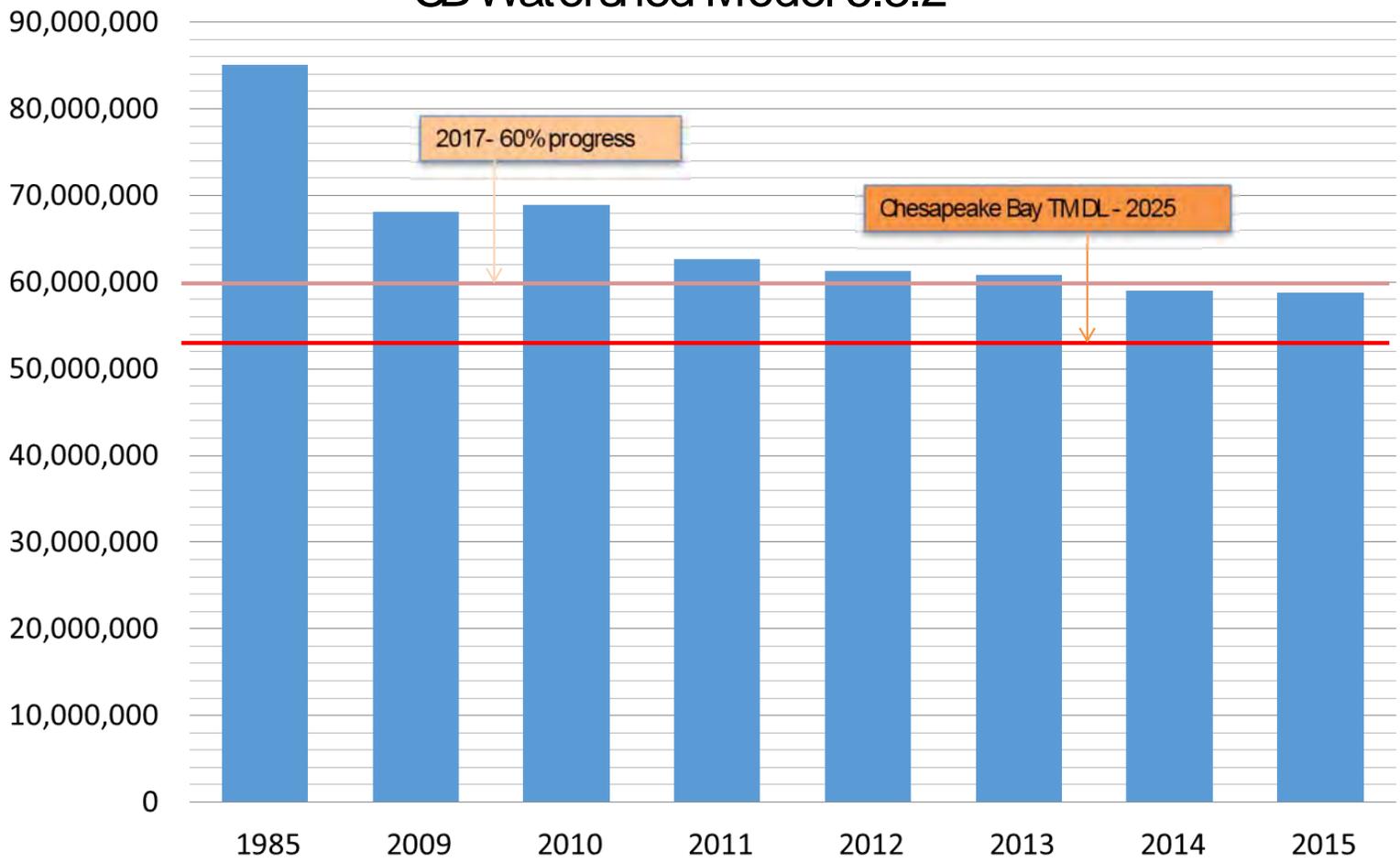
We Are Making Progress

- Blue crab population
- Bay grasses
- Dead zone forecast
- Reducing pollution
- Oyster populations



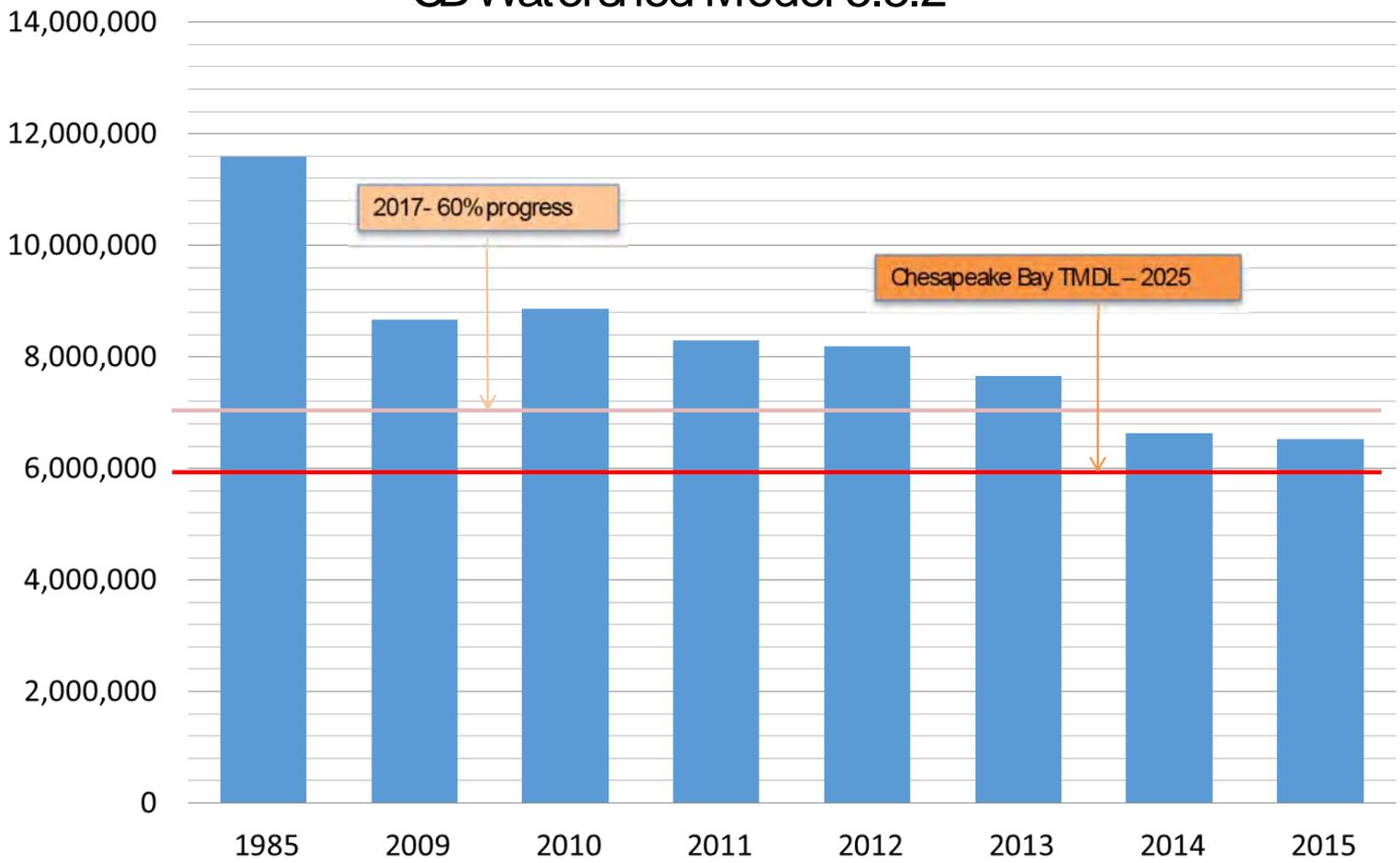
Virginia Nitrogen Loads (lbs/ year)

CB Watershed Model 5.3.2



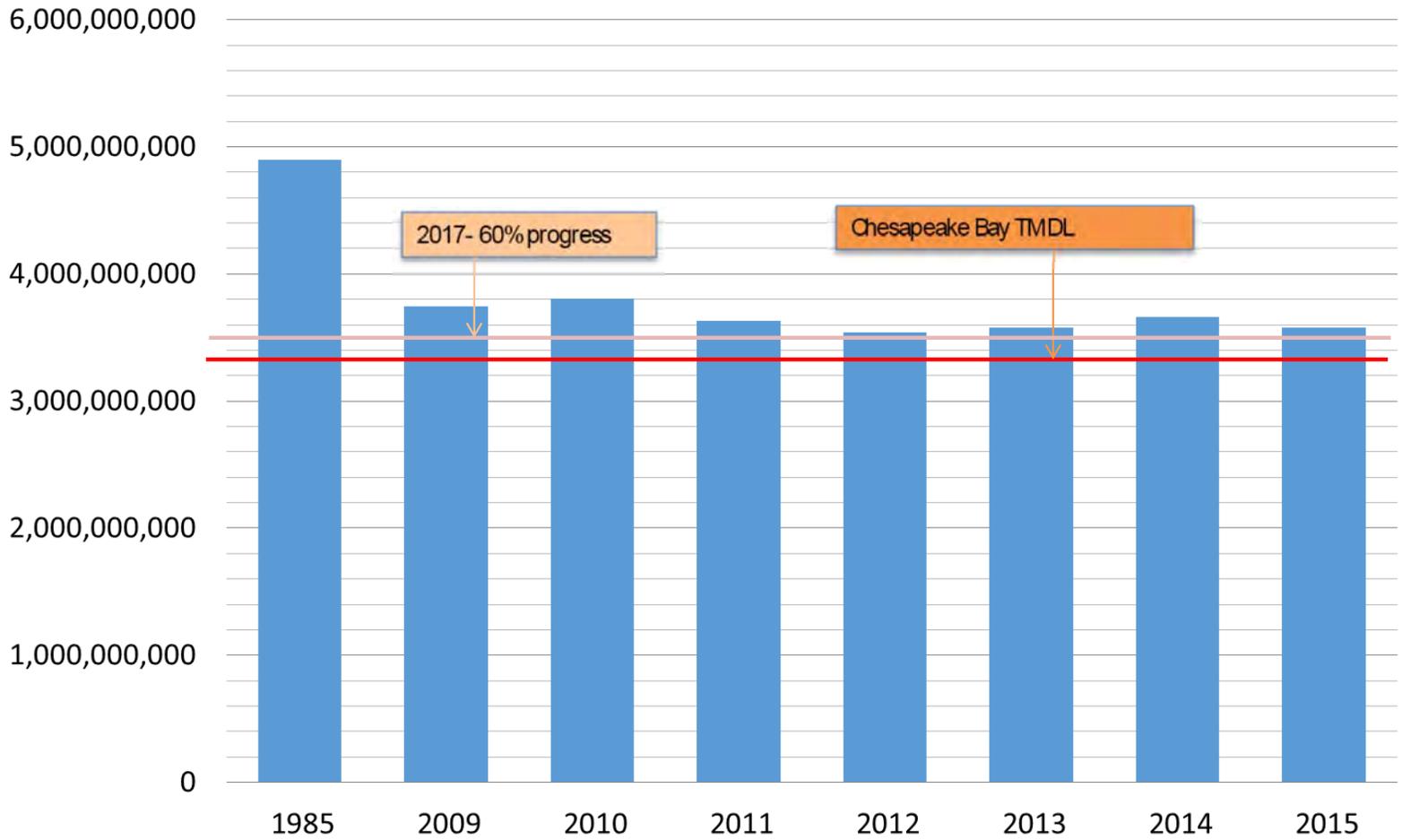
Virginia Phosphorus Loads (lbs/ year)

CB Watershed Model 5.3.2



Virginia Sediment Loads (lbs/ year)

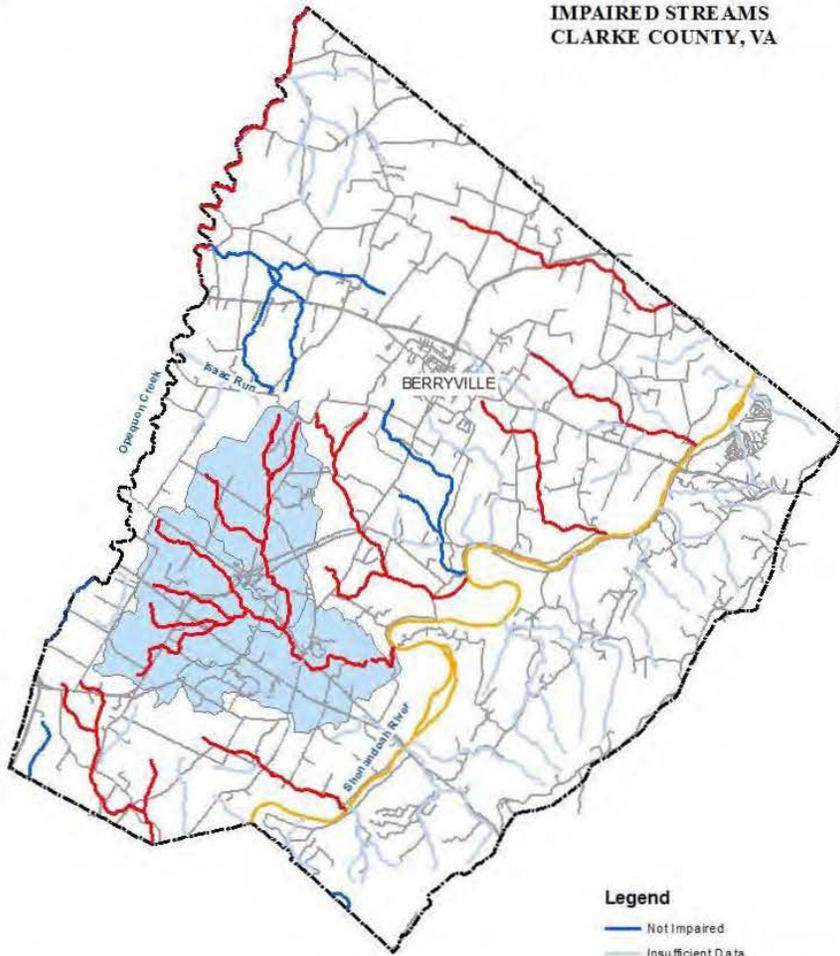
CB Watershed Model 5.3.2



Key Points

- Point source pollutant loads have significantly reduced due to waste water treatment plant upgrades, but these reductions will “level off” as growth occurs in the service areas of these plants
- Agricultural and urban source sectors have benefitted from “overachievement” of nutrient reductions from waste water treatment plants
- Although sediment loads from agricultural have decreased, these loads remain a primary source of sediment and further reductions are needed
- Need to address nutrient and sediment loads from urban sources
- State and local resources are limited

IMPAIRED STREAMS CLARKE COUNTY, VA



Legend

- Not Impaired
- Insufficient Data
- Impaired (Benthic/Coliform)
- Impaired (Mercury/PCB)
- - - County Boundary
- Roads
- Spout Run Watershed



Date: 5/20/2014

Path: G:\arcgis_map\Environmental\Water_Resource_Plan_maps\DEQ_data.mxd

**Total Maximum Daily Load Development to
Address Bacteria and Benthic Impairments
in the Spout Run Watershed,
Clarke County, Virginia**



Prepared by: Dr. Robert Brent, James Madison University

Prepared for: Virginia Department of Environmental
Quality

February 2010



Water Quality Improvement Plan

SPOUT RUN



Photo: Bill Howard, Downstream Project

A plan to reduce bacteria and sediment in the water

October 5, 2012

Prepared by

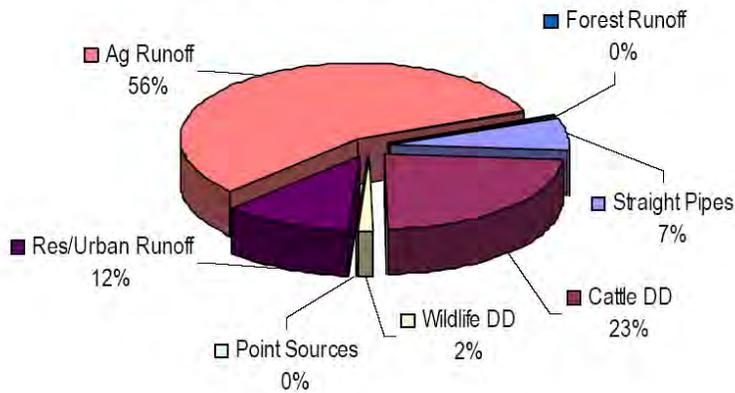
The Virginia Department of Conservation and Recreation

In Cooperation with
Local Stakeholders

The Virginia Department of Environmental Quality
Department of Biological Systems Engineering,
Virginia Tech Center for Watershed Studies

Sources of Impairment

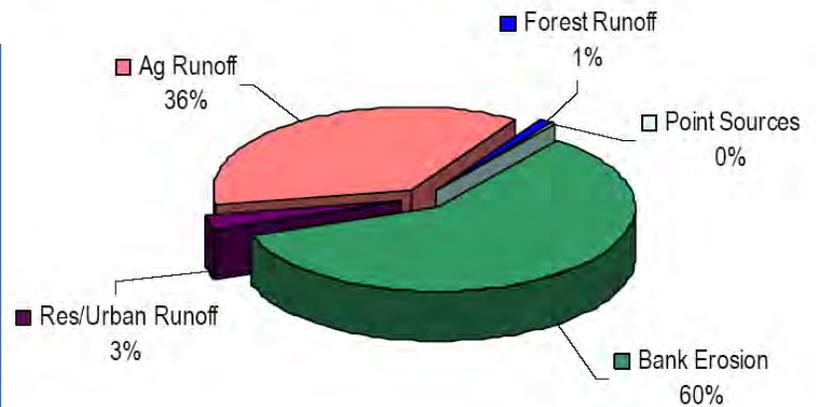
Bacteria Sources



Bacteria – their presence in drinking water indicates that disease-causing organisms (pathogens) could be in the water system.

Most pathogens that can contaminate water supplies come from the feces of humans or animals.

Sediment Sources



Why is Sediment a Problem?



This first picture shows cobble-sized sediments. Light and air can filter through to the streambed allowing macroinvertebrates and other aquatic life to thrive.



This second picture shows a streambed that has literally been smothered by fine sediment. Light and air cannot filter through to the streambed and macroinvertebrates and other aquatic wildlife such as small fishes cannot utilize the small spaces between sediment particles for spawning and food source.

Causes of Impairment

Causes of Impairment

Implementation Plan



Implementation Plan



Rain Barrels

Grants

National Fish and Wildlife Foundation

\$141,600 grant award

\$ 87,800 non-fed match

319 Water Quality

\$292,666 grant award

\$216,718 non-fed match

Match provided by cooperative agencies

No cost to County

other than in-kind match for grant administration



C-Spout Run: Restoring a Shenandoah Valley Spring Creek



Clarke County

Trout Unlimited

Soil & Water Conservation District

Friends of Shenandoah River

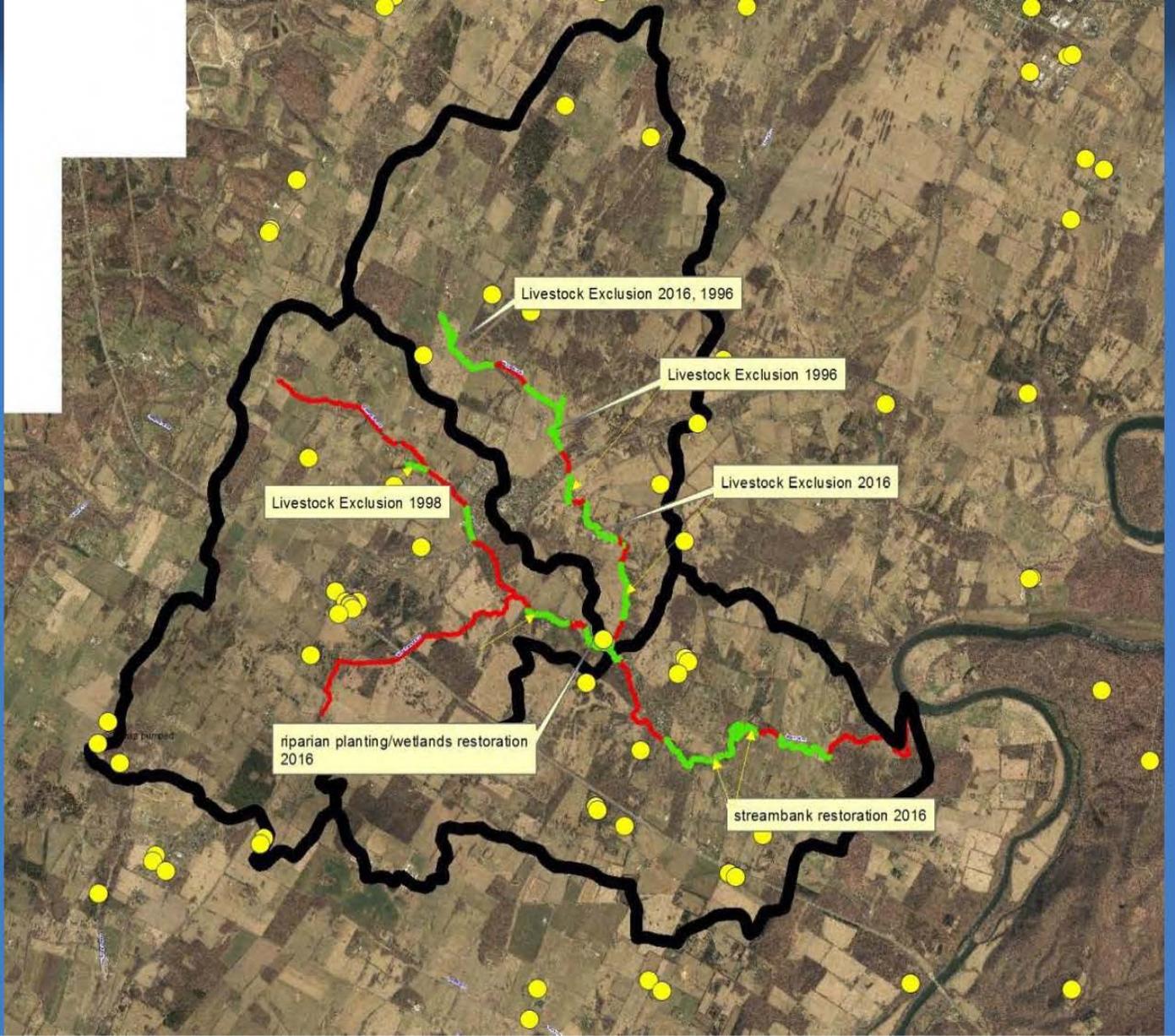
Piedmont Environmental Council

The Downstream Project

Natural Resource Conservation Service

Powhatan School

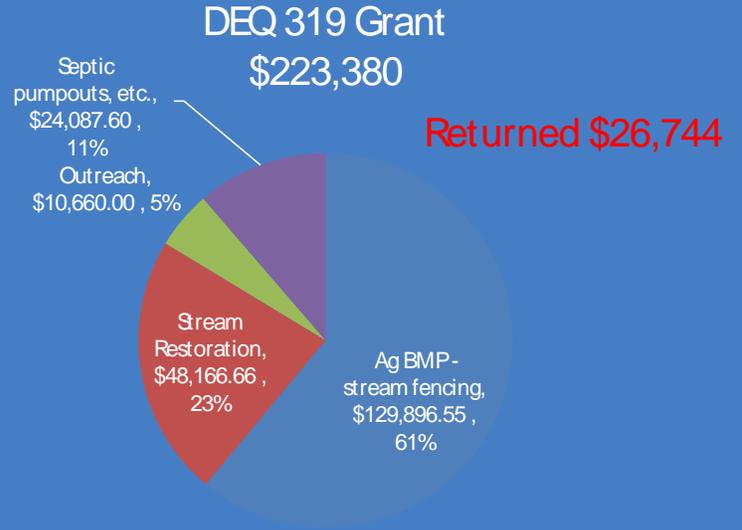
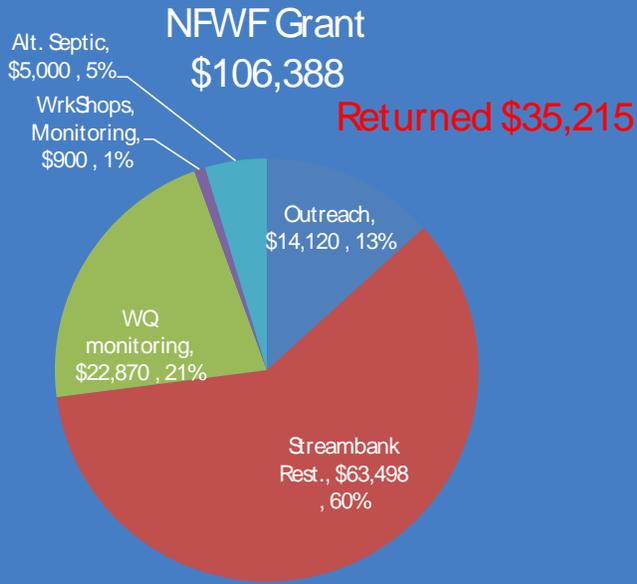




Accomplishments Spout Run

Agency	Practice	Extent Installed	Extent Installed Unit	Buffer acres
LFSWCD	Stream Exclusion with Grazing Land Management	17,310	Lin. Feet	5.8
	Stream Exclusion with Grazing Land Management	3597	Lin. Feet	35.0
	Stream Exclusion with Grazing Land Management	8215	Lin. Feet	26.4
	Stream Exclusion with Grazing Land Management	3116	Lin. Feet	5.8
	Total	32,238	Lin. Feet	73.0
	Educational Workshops	3	Count	
Trout Unlimited				
	Streambank Stabilization	1,200	Lin. Feet	2.0
	Streambank Stabilization	1,000	Lin. Feet	1.0
Clarke				
	Septic pump out	30	Count	
	Hook-up to public sewer	1	Count	
	Septic Repair	5	Count	
	Install Alternative System	1	Count	
PEC				
	Sustainable Landscape Workshops	2	Count	
	Macroinvertebrate Sampling	2	year	4 sites
NRCS				
	Wetlands Restoration	2	acres	
Downstream Project				
	www.spoutrun.org			
	3 postcard mailings	2250	count	
	Newsletter mailing	750	count	
	http:// waterwindow.fosr.org			
FOSR				
	WQ samples - coliform and	6	sites	monthly 2 yr
	water chemistry (pH,Temp,Turb, or tho P, total P, NH4, NO2+NO3,	8	sites	monthly 10 mo
Clarke				
	Tree planting	225	trees	2 sites

Grant Spending





Share this page: [social media icons]



Promoting agricultural stewardship and "beautiful buffers" program

C Spout Run seeks to inform and inspire successful watershed restoration in all Shenandoah Valley communities. Subscribe (below) to receive the latest news.

FEATURED VIDEOS



Featured News & Media

New Hope for Trout in Spout Run

POSTED ON AUGUST 2, 2016

Carter Hall Spring April 25, 2016 Downstream of Project Hope's Carter Hall spring, students from Ms. Robin Coultts lower school science class at Powhatan School released trout fry they had raised from eggs into Spout Run. For the last several years, the school has participated in Trout Unlimited's "Trout in the Classroom" program as part [...]

A Watershed Event: Concert for Clean Water in Clarke County

POSTED ON DECEMBER 3, 2014

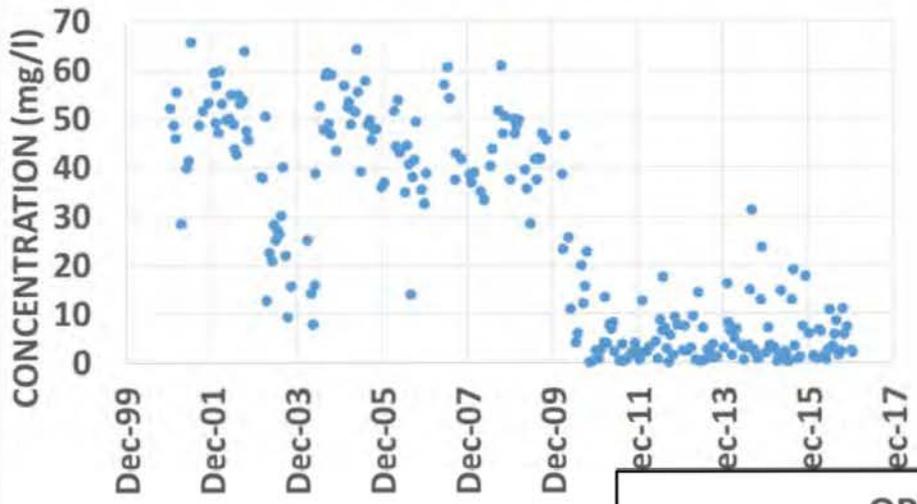
BERRYVILLE—Barns of Rose Hill. Saturday, January 3, 2015- Benefit performance by Where's Aubrey, with a guest appearance from the The Bitter Liberals! Ring in the new year, enjoy some special holiday refreshments, and help support clean water in Clarke County while you enjoy the always entertaining and inventive sounds of Where's Aubrey at Barns of [...]



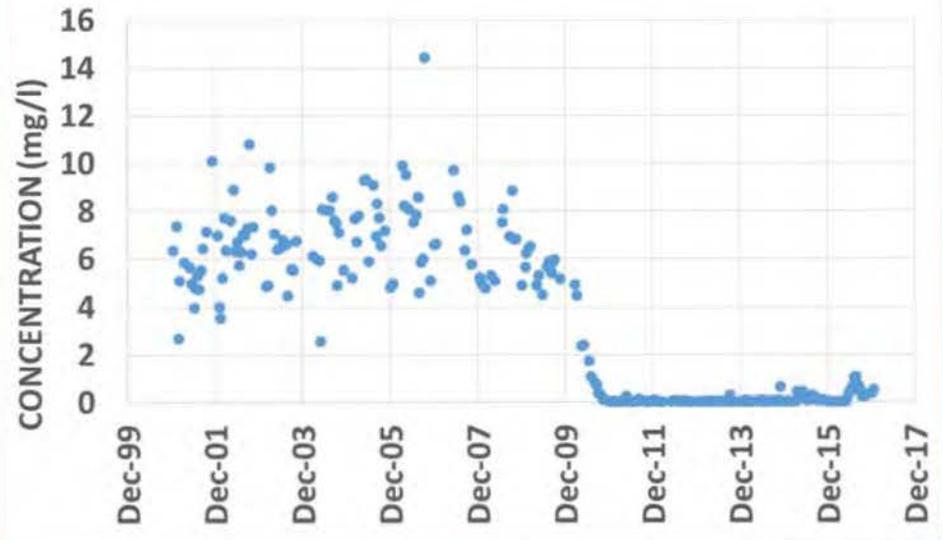
Water Quality Monitoring

- Friends of the Shenandoah River has been measuring actual pollution levels in Spout Run since 1997.
- Those pollutants include nitrogen, phosphorus and sediment from fertilizer, livestock and erosion.
- Collecting macroinvertebrate and WQ data will help identify baseline conditions, point to potential sources of the problems, and reveal if corrective measures solve the problems

NITRATE BOYCE WWTP



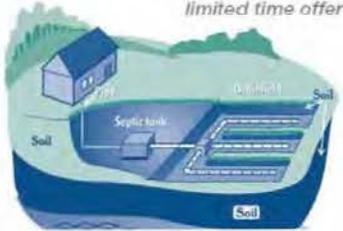
ORTHO P BOYCE WWTP



Spout Run Coupon

Here's what we will pay:
Septic System Repair cost-share up to \$4,500
Septic System replacement cost-share up to \$5,600
Septic System pumpouts 1/2 off

limited time offer — Spout Run watershed residents



Letting a septic system fail STINKS and poisons our water. We can help.

Prior to repair, replacement or pumping:

Contact: Alison Teetor, Natural Resource Planner, Clarke County, ateetor@clarkecounty.gov or 540-955-5134.

The program will process a reimbursement request to the property owner upon receipt of paid invoice.

Valid through
More information

Spout Run Coupon

The Spout Run Coupon

1/2 off Septic Pumpout!

limited time offer — Spout Run watershed residents

Letting a septic system fail STINKS and poisons our water. We can help.

This program is available to residents in the Spout Run watershed.

Prior to pumping:

Contact Alison Teetor, Natural Resource Planner, Clarke County, ateetor@clarkecounty.gov or 540-955-5134.

The program will process a reimbursement to the property owner for 50% of the cost of pumpout upon receipt of paid invoice.

valid through 12/31/2015

Additional offers: Connecting to public sewer \$2,000, septic system repair \$2,000, septic system replacement \$5,000



Streambank Restoration Tree Planting:

Plant a tree and send us the bill!



The program will process a reimbursement request to the property owner upon receipt of paid invoice.

Dirt in streams from failing banks hurts aquatic life. Planting trees improves water quality by reducing nutrient runoff both next to streams and in our yards. We can help.

This program is available to residents in the Spout Run watershed.

For information on reimbursement amounts contact:

Alison Teetor, Natural Resource Planner, Clarke County, ateetor@clarkecounty.gov or 540-955-5134.

Valid through March 31, 2016

More information at www.spoutrun.org



GINGER PERRY/The Winchester Star

Clay Morris, a parent volunteer, shows Powhatan students the proper way to plant a tree on Tuesday at the school's Crocker Conservancy. In total, 197 redbud, dogwood, flowering plum, sycamore, pine and oak trees will be planted.

Schoolwide conservation project grows at Powhatan

By AMY ALONZO
The Winchester Star

BOYCE — Earth Day has come and gone, but students and staff at the Powhatan School are committed to caring about the environment for more than one day each year.

The prekindergarten-through-eighth-grade private school is continuing to enhance and restore Crocker Conservancy, a 46.8-acre property donated to the school in 2011 by the Crocker family. The property has four distinct habitats — a riparian stream, a hardwood forest, a grass/wildflower meadow and a muck fen. The school has placed a conservation easement on the land to protect its natural features.

Nearly 200 native trees, including redbud, oak, dogwood and sycamore, are being planted on the property, and work is nearly completed on a 21-by-40-foot outdoor learning pavilion being constructed by a private donor.

Structural plans have been developed for both a wildlife observation deck in the wildflower meadow and a boardwalk in the fen.

"The idea is science classes ... can get closer without damaging it," Amy Sluss, the school's direc-

Nearly 200 native trees, including redbud, oak, dogwood and sycamore, are being planted.

tor of development, said Tuesday during a tour of the site. "Kids learn best when they're 'doing.' You can 'do' in the classroom, but you can 'do' a lot more outside."

Teachers use the site as an outdoor classroom regularly, said lower-school science teacher Robin Coutts, who was planting a redbud tree.

Last week, a second-grade class photographed wildflowers, she said, and fourth-graders studied flora and fauna.

"The kids are super enthusiastic and love to be outside," she said. "It's positive feedback from every angle — the nature and the kids."

Seventh-grade students taking a break from their math class were helping water the newly planted trees.

A one-mile mulched trail also

has been constructed around the site.

Restoration of the site is part of the school's 2015 capital campaign.

In January of that year, the school's board of trustees approved a \$1.395 million campaign to help fund various projects, including work on the conservancy. The school has raised \$1 million so far, Sluss said.

The 197 trees being planted on the site are part of a countywide project being funded through grants from the state Department of Environmental Quality and the National Fish and Wildlife Foundation, Alison Teetor, the county's natural resource planner, said in an email to Sluss.

"The Spout Run watershed, where Powhatan is located, has been listed as an impaired waterway by the Environmental Protection Agency," Teetor wrote. "Clarke County has received grant assistance ... to help clean up the waterways. A portion of these grant funds are being used to plant trees in the watershed and along stream banks as one of several efforts to improve water quality."

—Contact Amy Alonzo at aalonzo@winchesterstar.com



Powhatan School Wetlands Restoration



Calcareous Spring Marsh / Muck Fen, a very rare ecological community in Virginia.

This ecosystem type is ranked as Critically Imperiled and known from only a few occurrences in the world. It will be recorded as a significant natural community occurrence in the Natural Heritage Biotics database.



- Video of streambank restoration

Questions

Alison Teetor

Natural Resource Planner

Clarke County, VA

540-336-5567

ateetor@clarkecounty.gov

Clarke County Board of Supervisors

Drought Update

By Alison Teetor
Natural Resources Planner

February 21, 2017

Clarke County Board Of Supervisors
Regular Meeting
Main Meeting Room

1:00 p.m.

At a regular meeting of the Board of Supervisors of Clarke County, Virginia, held in the Berryville Clarke County Government Center, 101 Chalmers Court, 2nd Floor, Berryville, Virginia conducted on Tuesday, February 21, 2017.

Board Members

Present: Afternoon and Evening Session Mary L.C. Daniel – Berryville District; David S. Weiss - Buckmarsh / Blue Ridge District; Terri T. Catlett - Millwood / Pine Grove District; Barbara J. Byrd – Russell District; Bev B. McKay – White Post District; Absent: None

County Staff Present

David Ash, Tom Judge, Brian Lichty, Brandon Stidham, Lora Walburn

Constitutional / State Offices

Barbara Bosserman, Anthony “Tony” Roper

Press

Cathy Kuehner - The Winchester Star

Others Present

Ed Carter, Clif Balderson, Charlie Monroe and other citizens

1) Call to Order

Chairman Weiss called the afternoon session to order at 1:01 p.m.

2) Adoption of Agenda

- Zoning Ordinance Text Amendment TA-17-01 Set Public Hearing
- Finance Committee: Clarification Supplemental Appropriation Item D
- Miscellaneous: Special Election for Commonwealth Attorney Replacement

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

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

3) Citizens Comment Period

No persons addressed the Board.

4) VDOT Update

Ed Carter, Assistant Residency Administrator, with Charlie Monroe and Clif Balderson, appeared before the Board to provide the monthly update.

Maintenance

- Performed ditching operations on Rt. 627 and will continue in White Post area;
- Conducted brush cutting on Rt. 658; the median on Rt. 50 and used boom axe along slopes on Rt. 50; we will continue with boom axe operations along Rt. 50 this month;
- Removed hazardous trees on Rt. 340 with contractors and plan to continue with 72 that have been identified on Rt.601;
- Performed large item trash pickup on primary's and tree clean up after wind storm;
- Will be doing pipe replacements on routes 604, 620 and 621 and using the pipe flusher on Rt. 621;
- Will have an asphalt leveling crew at various locations on routes 7, 50 and 340 and the pothole patcher on routes 601, 606, 632, 649 and 255.

Projects

- Allen Road: our plan is to complete the hard surfacing on Allen Road this summer.

Board Issues

- Bridge Repair Submit by Supervisor Byrd: Under advisement.

- Curvatures on Route 7 Submit by Chairman Weiss: As a primary road, requires review by traffic engineering.
- Route 340 Intersection in Boyce – Dip in Road: Gutter pan presents safety issues for buses.
- Route 723 and Route 255 Near Millwood: Constituents find this area difficult to navigate. An improvement project is scheduled.
- Kimble Road, Triple J Road: Speed limit cannot be further lowered. VDOT suggests increased enforcement.
- Route 604: Recent improvements reduced maintenance needs on this road.
- Eagle Scout Project – Traffic Circle: Supervisor Daniel thanked VDOT, David Ash and Keith Dalton for prompt response. Clif Balderson recommended using solar panels to light the flag pole.

5) Approval of Minutes

Supervisor Byrd moved to approve the minutes for:

- **December 20, 2016 BoS Regular as modified:**
 - o **Book 22 Page 872 Strike Supervisor unavailable February 21.**
- **January 17, 2017 BoS Regular Meeting as modified:**
 - o **Book 22 Page 895 Add Robina Rich Bouffault, Chris Bates to others present.**
 - o **Book 22 Page 897 Change third bullet at bottom to read “Habitat model is based on need, ability to pay and willingness to partner.”**
 - o **Book 22 Page 898 Millwood House Second Bullet change to read “Exploring ways to move forward with the property and to keep with the Wells Fargo program requiring that these properties address community blight.”**

The motion carried by the following vote:

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

6) Consent Agenda

A. Soechtig Withdrawal Board of Septic and Well Appeal

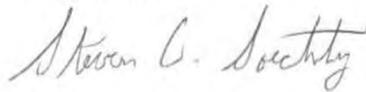
Dr. and Mrs. Steven A. Soechtig
Waterford, Virginia
8 February 2017

Board of Supervisors
Clarke County, Virginia

Dear Board Members:

In June of 2016 we submitted an appeal of the denial of a Drainfield Certification Letter for our Lot 23, Section B in the Paris Heights subdivision. A previous appeal had been denied by the Board of Septic and Well Appeals on 26 May. The appeals were in accordance with 143-11B(6) of the Clarke County Septic Ordinance. A revision of the Septic Ordinance that was approved by the Board of Supervisors on 20 December 2016 enabled us to resubmit our application for a Certification Letter in accordance with the ordinance revisions. The resubmitted application was approved and the Certification Letter was subsequently issued. Therefore, I am hereby withdrawing the appeal.

Respectfully,



Steven A. Soechtig

County of Clarke
FEB 08 REC'D
Received

B. Skyline Regional Criminal Justice Academy Agreement

**Resolution of the Clarke County Board of Supervisors to Enter Agreement Establishing
Skyline Regional Criminal Justice Academy
2017-01R**

WHEREAS, the Town Of Berryville, The County Of Clarke, The County Of Frederick, The Frederick County Emergency Communications Center, The Town Of Front Royal, The Lord Fairfax Community College, The Town Of Middletown, The Northwestern Regional Jail Authority, The RSW Regional Jail Authority, The Town Of Stephens City, The Town Of Strasburg, The County Of Warren, The City Of Winchester, And The County Of Rappahannock, have agreed to form a regional criminal justice academy pursuant to Section 15.2-1747 et. seq. of the Code of Virginia in order to furnish the highest achievable level of professional law enforcement and criminal justice-related training to

the participating jurisdictions through the development and operation of initial recruit training, continuing in-service training and advance training programs; and

WHEREAS, it is necessary for the participating members to enter into an agreement establishing the regional criminal justice academy that sets forth the relationship between the members and the regional criminal justice academy.

NOW, THEREFORE, BE IT RESOLVED, by the Clarke County Board of Supervisors as follows:

1. The Board hereby agrees to establish the Skyline Regional Criminal Justice Academy pursuant to Section 15.2-1747 et. seq. of the Code of Virginia.
2. At its regular meeting of February 21, 2017 the Board authorized the County Administrator to sign the Charter Agreement Establishing the Skyline Criminal Justice Academy, a copy of which is attached to this Resolution.

Attest

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

CHARTER AGREEMENT ESTABLISHING THE
SKYLINE REGIONAL CRIMINAL JUSTICE ACADEMY

THIS CHARTER AGREEMENT ("Agreement") is made this ____ day of April, 2017, by and among the TOWN OF BERRYVILLE, the COUNTY OF CLARKE, the COUNTY OF FREDERICK, the TOWN OF FRONT ROYAL, the LORD FAIRFAX COMMUNITY COLLEGE, the TOWN OF MIDDLETOWN, the NORTHWESTERN REGIONAL JAIL AUTHORITY, the RSW REGIONAL JAIL AUTHORITY, the TOWN OF STEPHENS CITY, the TOWN OF STRASBURG, the COUNTY OF WARREN, the CITY OF WINCHESTER, the COUNTY OF RAPPAHANNOCK (collectively the "Member Jurisdictions").

WHEREAS, the Member Jurisdictions are each currently members of the Rappahannock Regional Criminal Justice Academy; and

WHEREAS, the Member Jurisdictions have determined that it is in their best interest to withdraw as members of the Rappahannock Regional Criminal Justice Academy and to establish and operate a new criminal justice training academy to be known as the Skyline Regional Criminal Justice Academy; and

WHEREAS, on November 2, 2016, the Board of Directors of the Rappahannock Regional Criminal Justice Academy approved the withdrawal of the Member Jurisdictions effective June 30, 2017; and

WHEREAS, the Member Jurisdictions have each adopted a resolution to withdraw as a member of the Rappahannock Regional Criminal Justice Academy and to start training as a member of the Skyline Regional Criminal Justice Academy effective July 1, 2017; and

WHEREAS, the Member Jurisdictions desire to enter into this Agreement pursuant to Section 15.2-1747 of the Code of Virginia to provide for the establishment and operation of the Skyline Regional Criminal Justice Academy.

NOW THEREFORE, the Member Jurisdictions agree as follows:

SECTION 1. NAME

The Member Jurisdictions agree to create a regional criminal justice training academy pursuant to the provisions of Section 15.2-1747 of the Code of Virginia to be known as the Skyline Regional Criminal Justice Academy ("Academy").

SECTION 2. PRINCIPAL OFFICE

The principal office of the Academy shall initially be located at 2275 Third Street, Middletown, Virginia 22645 in the County of Frederick, Virginia. The principal office may be changed at such times and under such conditions as the Board may determine.

SECTION 3. BOARD OF DIRECTORS

The Board of Directors (the "Board") shall be composed as follows:

- (i) each county shall be represented by both the chief of police and sheriff. If a county does not have a chief of police, then only the sheriff shall serve as the member representing that county. Notwithstanding the above, the director of the Frederick County Emergency Communications Center shall serve as a member representing Frederick County in addition to its sheriff.
- (ii) each city shall be represented by its chief of police or other City Official appointed by the governing body and sheriff or other City Official appointed by the governing body. Notwithstanding any other provisions of this Charter, these members shall serve for terms as designated by the governing body.
- (iii) each town shall be represented by its chief of police.
- (iv) each regional jail shall be represented by its superintendent.
- (v) if a Member Jurisdiction is not a city, county, town or regional jail, then that Member Jurisdiction shall be represented by its chief law enforcement officer.

The members of the Board shall serve for a term coexistent with their employment as sheriff, chief of police, jail superintendent, chief law enforcement officer, or director of emergency communications center. Each member of the Board shall have one vote. A majority of the Board shall constitute a quorum, and a vote of the majority of the members of the Board voting shall be necessary for the passage of all items. Each member of the Board may appoint an alternate in writing to attend meetings and vote in place of the member. The Board may adopt by-laws governing the operation of the Board and Academy.

The Board shall annually elect a Chairman and Vice-Chairman to serve as Officers of the Board.

During the annual meeting, the Board shall also elect a secretary. The secretary need not be a member of the Board. The secretary shall keep written minutes of the meeting and deliver copies to the members of the Board. The Board shall fix such meeting times as it deems necessary.

SECTION 4. EXECUTIVE COMMITTEE

The Board may create an Executive Committee, which may exercise the powers and authority of the Academy between meetings of the Board as authorized by law. The Chairman of the Academy Board of Directors shall serve as the Chairman of the Executive Committee. The remaining members of the Executive Committee shall be determined by the Board.

SECTION 5. PURPOSE AND POWERS

The purpose of the Academy is to furnish the highest achievable level of professional law enforcement and criminal justice-related training to the participating jurisdictions through the development and operation of initial recruit training, continuing in-service training and advanced training programs. The Academy shall have all powers set forth in Sections 15.2-1747 *et seq.*, of the Code of Virginia, as amended, and other provisions of Virginia Law.

SECTION 6. ADDITIONAL MEMBERS

Other governmental units may become members of the Academy upon a resolution adopted by the governing body of the governmental unit requesting membership in the Academy and approval of the request by a two-thirds vote of the Board of the Academy, subject to such conditions as the Board may prescribe.

SECTION 7. WITHDRAWAL AS A MEMBER

Members may withdraw from the Academy as provided by Sections 15.2-1747 *et seq.*, of the Code of Virginia as the same may be amended.

SECTION 8. AMENDMENT OF AGREEMENT

This Agreement may be amended upon approval by three-fourths of the governing bodies of the then Member Jurisdictions.

SECTION 9. AUDIT

An annual, independent financial audit made by a Certified Public Accountant of the Academy, and any special funds, shall be conducted. Copies of all audits shall be sent to each Member Jurisdiction.

SECTION 10. FINANCE AND BUDGET

The Board shall adopt a budget for each fiscal year, and shall submit its approved budget to each Member Jurisdiction prior to January 1 of each year. Such budget shall estimate the amount of funds needed from each Member Jurisdiction to operate the Academy during the fiscal year beginning July 1. Each Member agrees to pay, subject to appropriation, a percentage of the total cost of operating the Academy for the next fiscal year (minus any grants or income from the training of non-members or other source), which percentage shall be determined by comparing the number of criminal justice officers (subject to mandatory training) employed by each Member Jurisdiction. Member Jurisdictions agree to make such payment to the Academy by such date established by the Board.

SECTION 11. EFFECTIVE DATE AND DURATION

This Agreement shall be effective from date of its approval by all of the governing bodies of the Member Jurisdictions. The Academy shall continue in effect in perpetuity unless dissolved by unanimous action of the governing bodies of the Member Jurisdictions. In the event this Agreement is terminated, payment and/or credit for the furnishing and use of real property owned by a Member Jurisdiction shall be adjusted ratable to the date of termination. All property shall be scheduled and valued by or at the direction of the Board and distributed in kind to the participants as nearly as is feasible in the same proportion as each participant contributed to acquiring it; however, one or more participants may purchase the interests of one or more of the other participants in the property.

SECTION 12. EXECUTION OF AGREEMENT

This Agreement may be signed in any number of counterparts, each of which is an original and all of which taken together form one single document.

WITNESS the following signatures:

TOWN OF BERRYVILLE

By: _____
Town Manager

Date: _____

COUNTY OF CLARKE

By: _____
County Administrator

Date: _____

COUNTY OF FREDERICK

By: _____
County Administrator

Date: _____

TOWN OF FRONT ROYAL

By: _____
Town Manager

Date: _____

LORD FAIRFAX COMMUNITY COLLEGE

By: _____
President

Date: _____

TOWN OF MIDDLETOWN

By: _____
Town Manager

Date: _____

NORTHWESTERN REGIONAL JAIL AUTHORITY

By: _____
Chairman

Date: _____

RSW REGIONAL JAIL AUTHORITY

By: _____
Chairman

Date: _____

TOWN OF STEPHENS CITY
By: _____ Date: _____
Town Manager

COUNTY OF RAPPAHANNOCK
By: _____ Date: _____
County Administrator

TOWN OF STRASBURG
By: _____ Date: _____
Town Manager

COUNTY OF WARREN
By: _____ Date: _____
County Administrator

CITY OF WINCHESTER
By: _____ Date: _____
City Manager

C. VACORP FY17-18 Acceptance to Renew Coverage

CLARKE COUNTY

2017-18 Acceptance to Renew Coverage

VACORP understands that local governments and school divisions have limited resources and that having contracted pricing locked in as early as possible within the budget process is very valuable. To assist you with your budget process, VACORP is offering to lock in your FY2016-17 pricing. VACORP will provide coverage for the new fiscal year at a price not to exceed your pricing for FY2016-17. This offer is being provided to select members that have met established claims performance and risk management criteria.

Please consider this offer, and if you would like to lock in your pricing for FY2017-18, please sign and return this form before March 1, 2017.

If you have questions about this offer, please contact VACORP Member Services at 844-986-2705.

2017-18 RENEWAL ACCEPTANCE:		
YES	NO	Renew all coverages as provided during the FY2016-17 Fiscal Year.
BILLING TERMS		
We select the billing terms indicated below for the following applicable coverages:		
Property & Casualty	<input type="checkbox"/>	Due and payable in full within 30 days of receipt
Workers' Compensation (select one)	<input type="checkbox"/>	Annual Payment, due and payable in full within 30 days of receipt; or
	<input type="checkbox"/>	Quarterly Installments, payable within 30 days of beginning of quarter
<small>A late charge of 1% per month (12% per annum) will be assessed for contributions received 30 days after the due date.</small>		

D. Amendment to Dark Fiber Lease Agreement

AMENDMENT TO DARK FIBER LEASE AGREEMENT

This Amendment to Dark Fiber Lease Agreement (“Amendment”) is entered into this third day of November, 2016 (the “Effective Date”), by and between Comcast of California/Maryland/Pennsylvania/Virginia/West Virginia, LLC, a limited liability company duly organized under the laws of the Commonwealth of Virginia (“Comcast”), Clarke County, Virginia (the “County”), and the Town of Berryville, Virginia (the “Town”). For purposes of this Agreement, Comcast, the County and the Town may be referred to collectively as the “Parties” and individually as a “Party.”

RECITALS

WHEREAS, on December 19, 2005, the County and the Town entered into a Dark Fiber Lease Agreement (the “Fiber Lease”) with Global Acquisition Partners, L.P., a/k/a Adelphia Cable Communications (“Adelphia”); and

WHEREAS, Comcast is the successor in interest to Adelphia; and

WHEREAS, Section 12 of the Fiber Lease states that the term of the Fiber Lease shall be for a period of ten years, followed by an indefinite number of annual renewals, at the discretion of the County and the Town; and

WHEREAS, the County and Comcast have recently reached agreement on the terms of the renewal of the cable television franchise granted by the County to Comcast (the “Renewed Franchise Agreement”); and

WHEREAS, the parties desire to amend the Fiber Lease to make the Fiber Agreement coterminous with the Renewed Franchise Agreement, and to address certain other issues; and

NOW THEREFORE, the Parties hereto, for good and valuable consideration, the receipt of which is acknowledged, hereby agree as follows.

TERMS AND CONDITIONS

1. Parties. All references to Adelphia in the Fiber Lease shall be revised to refer to Comcast.
2. Term of Fiber Lease. Through negotiation and by mutual agreement of the Parties, the Parties hereby agree that, notwithstanding anything in the Fiber Lease to the contrary and subject to the performance of each Party of its obligations under this Amendment, the Fiber Lease shall terminate on the same date as the Renewed Franchise Agreement, including any future extensions of the term thereof. To reflect this amendment of the term of the Fiber Lease, the Parties hereby agree that the Fiber Lease is hereby amended to (i) delete Section 12 (“Term”) in its entirety, and (ii) replace Section 12 with the following:

This Lease shall terminate on the same date as the Franchise Agreement between the County and Comcast dated as of November 3, 2016, including the initial term and any subsequent extensions of that term, but not including any renewal of the Franchise (the "Termination Date"). Upon such Termination Date, this Lease shall be of no further force and effect, subject to the right of the parties to negotiate a new agreement governing the same subject matter. In addition, the County, acting on behalf of the County and the Town, shall have the right to terminate this Agreement at any time upon sixty (60) days written notice to Comcast.

3. Maintenance Fee. The parties hereby agree that the Fiber Lease is hereby amended to (i) delete Section 11 ("Maintenance and Repair") in its entirety, and (ii) replace Section 11 with the following:

The County and Town agree, at their sole cost and expense, to maintain the Fiber Backbone. All maintenance work and repair on the Fiber Backbone shall be performed by Comcast, or its agents or contractors approved by Comcast, at the County and Town's sole expense. Such repairs and servicing shall be performed by qualified employees, agents, or contractors of Comcast in a good and workmanlike manner. Beginning on November 3, 2016, the County and the Town shall compensate Comcast for all such maintenance and repair of the Fiber Backbone by paying an annual maintenance fee of Three Thousand Six Hundred Dollars (\$3,600.00), adjusted by the annual average of the Consumer Price Index for all Urban Consumers (CPI-U) for the Washington-Baltimore CMSA, as published by the Bureau of Labor Statistics. Payment shall be due thirty (30) days after receipt of an invoice from Comcast. Comcast shall deliver the first such invoice no later than June 1, 2017, and annually thereafter. The County shall act as agent for payment on behalf of the Town, and invoices shall be sent to the County at the addresses designated by the County for delivery of notice. Under no circumstances shall the Town have any right to damages arising out of technical problems with the Fiber Network other than the costs of any repairs actually performed by the Town and only after Comcast declined to perform such repairs following written request.

4. Effect on Fiber Lease. Nothing in this Amendment shall release or discharge any of the Parties from any of their respective obligations or liabilities under the Fiber Lease, as amended hereby. Except as modified by this Amendment, the Fiber Lease shall remain in effect as written. In the event of any conflict between the Fiber Lease and this Amendment, this Amendment shall control. This Amendment shall not be modified, amended, supplemented or revised, except by a written document signed by all the Parties.
5. Notices. All notices, demands, requests or other communications given under this Amendment or the Fiber Lease shall be in writing and be given by personal delivery, certified mail, return receipt requested, or nationally recognized overnight courier service to the address set forth below or as may subsequently in writing be requested.

If to the County:

County Administrator
Clarke County
101 Chalmers Court
Berryville, VA 22611

With a copy to:

Board of Supervisors Meeting Minutes For February 21, 2017 – Regular Meeting

Director of Information Technology
Clarke County
101 Chalmers Court
Berryville, VA 22611

If to the Town:

Town Manager
Town of Berryville
101 Chalmers Court
Berryville, VA 22611

If to Comcast:

Comcast
600 Hays Avenue
Staunton, Virginia 24401
ATTN: Government Affairs Department

With copies to:

Comcast Cable
7850 Walker Drive, 2nd Floor
Greenbelt, MD 20770
Attn.: Government Affairs Department

And to:

Comcast Cable Northeast Division
676 Island Pond Rd.
Manchester, NH 03109
Attention: Government Affairs Department

6. Binding Effect/Governing Law/Severability. This Amendment shall be binding upon the Parties and their respective successors and assigns. This Amendment will be governed by the laws of the Commonwealth of Virginia, without regard to the conflicts of laws principles of such state. If any provision of this Amendment is found to be invalid or unenforceable, the validity and enforceability of the remaining provisions of this Amendment will not be affected or impaired.

* * *

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

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

7) Board of Supervisors Personnel Item

A. Expiration of Term for appointments expiring through April 2017

02/13/2017 Update: The Personnel Committee recommends:

- Reappoint Kathy Smart to a three-year term on the Berryville Area Development Authority expiring on March 31, 2020.
- Appoint Christina "Tia" Maggio to a four-year term on the Clarke County Library Advisory Council expiring April 15, 2021. Ms. Maggio replaces Ms. Kenlynn White, who resigned effective the end of the current term.
- Appoint Bette Brondstater to the Clarke County Library Advisory Council to serve the remainder of the term of Maxine Zinman expiring April 15, 2019. Ms. Zinman resigned in December 2016.
- Reappoint Dirck Holscher to a four-year term on the Clarke County Library Advisory Council expiring April 15, 2021.
- Reappoint Christopher Curran to a four-year term on the Clarke County Library Advisory Council ending April 15, 2021.

02/21/2017 Action: Vice Chair McKay moved to approve the appointments as recommended by the Personnel Committee. The motion carried by the following vote:

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

B. Personnel Policy Update

02/13/2017 Update: The Committee recommends the County Administrator to meet with Board Members and Constitution Officers to discuss implication and implementation of the proposed policy.

02/21/2017 Action: David Ash informed the Supervisors that the document was reviewed by legal counsel and deemed acceptable. Chairman Weiss asked members of the Board to read the proposed draft. He further requested that the Finance Committee review for fiscal impact.

8) Board of Supervisors Work Session

A. VDOT priorities for Allen Road and Lockes Mill Road.

02/13/2017 Summary: VDOT notified the Board that discussion of amending the six year plan was not needed. Available funding is sufficient to complete the Allen Road project.

02/21/2017 Action: See Item 4 for update.

B. BoS FY2017 Priorities.

02/13/2017 Summary: The 2017 priority list was reviewed and approved as presented with an understanding that priorities would be reconsidered should additional information become available on any of the prioritized matters.

02/21/2017 Action: David Ash summarized. No action taken.

C. Economic Development Strategic Plan 2014 Action Plan Items Review.

02/13/2017 Summary: The Economic Development Strategic Plan was discussed. The County Administrator was directed to use board member comments to provide guidance to the Economic Development Director on developing specific action plans to implement the strategy. A copy of the Economic Development Directors Report is included for review.

02/21/2017 Action: Highlights of discussion include:

- Supervisor Byrd provided comment to David Ash.
- Plan is a component of the Comprehensive Plan.
- David Ash, in conjunction with Supervisor Byrd, will work on implementing action items.
- Strategic Plan is a planning document. The Memorandum of Understanding document is the Economic Development Director's job description.
- Economic Development Director and Economic Development Advisory Committee input on Strategic Plan.

D. FY2018 Budget

02/13/2017 Summary: Board members held a general discussion about the status of the budget process. Finance Committee members solicited comment and questions from other board members at any time during the budget process.

02/21/2017 Action: David Ash summarized. No action taken.

9) Finance Committee

1. FY2017 Supplemental Appropriations

a. *Sheriffs Grant.*

"Be it resolved that FY 17 budgeted expenditure and appropriations for Sheriff's Department be increased \$11,712, and that revenue from the Commonwealth be recognized in the same amount, al/for the purpose of expending staff time on the objectives of the "Policing in the 21 Century" program."

02/21/2017 Action: Supervisor Daniel moved "Be it resolved that FY 17 budgeted expenditure and appropriations for Sheriff's Department be increased \$11,712, and that revenue from the Commonwealth be recognized in the same amount, al/for the purpose of expending staff time on the objectives of the "Policing in the 21 Century" program. The motion carried by the following vote:

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

b. *Conservation Easement Purchase: Johnston.*

"Be it resolved that FY 17 budgeted expenditure and appropriations for the Conservation Easement Fund be increased \$30,160, that VDACS revenue in the amount of \$15,080 be recognized, that that the Designation for Conservation Easement purchases be reduced in the same amount, all for the purpose of purchasing a Conservation Easement on the property of Bill & Jane Johnston. "

02/21/2017 Action: Supervisor Byrd moved to adopt the resolution as presented. The motion carried by the following vote:

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

c. *Conservation Easement Stewardship: Community Services Study.*

"Be it resolved that FY 17 budgeted expenditure and appropriations for the Conservation Easement Fund be increased \$11,894, from the Stewardship funds currently on balance for the purpose of a Community Services Study."

02/21/2017 Action: Supervisor Byrd moved to approve the resolution as presented. The motion carried by the following vote:

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

d. *General Government Capital Projects Fund: Greenway Court.*

"Be it resolved that FY 17 budgeted expenditure and appropriations for the General Government Capital Projects Fund be increased \$6,059, and that revenue from the Commonwealth be recognized in the amount \$3,340, and that donations in the amount of \$2,719 be recognized, all for the purpose of completing certain work on the Greenway Court restoration project . "

02/21/2017 Action: Tom Judge provided the requested clarification with the appropriate language for the proposed resolution. Vice Chair McKay moved to approve the resolution as presented. The motion carried by the following vote:

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

2. FY2018 Budget

The Committee discussed the FY2018 Budget as presented at February Board Work Session.

02/21/2017 Action: Highlights of review include:

- Consensus no tax increase.
- Meet needs but do so without tax increase.
- Schools proposing a 2% pay increase. General Government historically matches the Schools pay increase.

3. Acceptance of Bills and Claims

The Finance Committee recommends acceptance of this report.

02/21/2017 Action: **Supervisor Catlett moved to accept the January invoice history report as presented. The motion carried by the following vote:**

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

4. Monthly Reports

Reconciliation of Appropriations, Fund Balance, Expenditure Summary/YTD Budget Report, Capital Projects Status

10) Joint Administrative Services Board Update

Highlights of Tom Judge's update include:

- Health insurance decreased 3%.
- Utility billing running.
- Tax module implementation is in process.

11) Government Projects Update

David Ash provided the monthly project update.

- Convenience Center: Seeking drainfield onsite.
- Parks Pavilion: Seeking clarification from Stewart Dunn. Shelter will be placed in the apex of the loop – closer to the front of the loop.
- Ballfield lighting project: Project moving forward under the review of Maintenance Director.
- Courthouse:
 - o Commonwealth Attorney and Sheriff oppose transitioning attorney’s conference room to a waiting area citing security issues and noise.
 - o Maintenance Director is exploring ways to solve HVAC as far as possible with maintenance and repair.
 - o Courts would welcome a visit from members of the Board of Supervisors.

12) Miscellaneous Items

Zoning Ordinance Text Amendment TA-17-01 Set Public Hearing

Brandon Stidham reviewed TA-17-01 Agricultural Business Uses and answered questions from the Board. Chairman Weiss asked Mr. Stidham to include maps for the public hearing.

Supervisor Daniel moved to set public hearing for Tuesday, March 21, 2017, at 6:30 pm or as soon thereafter as the matter may be heard. The motion carried by the following vote:

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

Special Election for Commonwealth Attorney Replacement

David Ash advised the Supervisors that Commonwealth Attorney, Suzanne “Suni” Mackall, announced her resignation effective April 1 along with plans to announce the interim appointment of the Assistant Commonwealth Attorney, Anne Williams. Such action necessitates a special election to fill the vacated constitutional office.

Supervisor Daniel moved to instruct the County Attorney to file the petition and writ on behalf of the Board of Supervisors at the appropriate time. The motion carried by the following vote:

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

Broadband Implementation Committee

Chairman Weiss announced Supervisors Mary Daniel and Bev McKay as the Board of Supervisors' Chair appointments to the Broadband Implementation Committee.

13) Summary of Required Action

<u>Item</u>	<u>Description</u>	<u>Responsibility</u>
1.	Develop / process public hearing notice for TA17-01.	Lora B. Walburn
2.	Process approved minutes.	Lora B. Walburn
3.	Process Skyline Regional Criminal Justice Academy Resolution and Agreement.	Lora B. Walburn
4.	Execute and forward VACorp FY2017-2018 Acceptance to Renew.	David Ash
5.	Process Dark Fiber Lease Agreement.	Lora B. Walburn
6.	Update appointment database and process notice of appointment.	Lora B. Walburn
7.	Process letters of appointment and update database.	Lora B. Walburn
8.	Request areas of priority from Director of Economic Development.	David Ash

14) Board Member Committee Status Reports

Supervisor Barbara J. Byrd

- Berryville Town Council:
 - o Meetings well attended.

- Four persons have spoken out against the waiver of \$520,000 in fees for a senior housing developer.
- Formed a tree board.
- Planning improvements on Route 340 including crosswalks.
- Reevaluating size of pipes, hookup fees, and water meter fees.
- Establishing rules and regulations governing initiating contact with the Town's attorney.
- CEA: Conducted awards luncheon.
- Humane Foundation: Met last week. Will be adding a line fence to separate property. Citizens continue their generous support.
- Northern Shenandoah Substance Abuse Coalition: Meeting changed to February 24.
- Regional Jail: All board members reappointed. Parking lot lights addressed security issues.

Supervisor Terri Catlett

- Millwood Community: Did not meet.
- School Board:
 - Conducted budget public hearing.
 - Great deal of effort put into the budget.
 - CTE Committee: Meeting cancelled.
- Parks and Recreation Advisory Board: Did not meet.

Vice Chair Beverly McKay

- Clarke County Sanitary Authority:
 - Increased rates.
 - Changed the look of the bill.
 - Anderson and Associates hired to find an alternative source of water will have report by end of March.
 - Interlogic will perform remote monitoring.
 - Several telecommunications companies have approached regarding use of the tower.

Supervisor Mary L.C. Daniel

- Library Advisory Council:
 - Conducting eight summer programs.
 - Writing project this weekend.
 - Doing projects with the Barns of Rose Hill.
 - Involved in “community education.”
- Planning Commission:
 - Planning Commission Chair George Ohrstrom, II, appointed Planning Commissioners Jon Turkel and Robina Rich Bouffault to serve on the Broadband Implementation Committee.
 - Telecommunication subcommittee will make recommendation February 22
 - Conservation easement presented an award for sliding scale zoning.
 - Certified Planning Commissioner training will be conducted in Purcellville.
- Town of Berryville: Laura Patton retiring from the Town of Berryville. Her last day worked is Friday February 24.

Chairman David S. Weiss

- Fire and EMS Commission:
 - Did not attend.
 - Laure Wallace resigned.
- EDAC: Did not attend.

15) Closed Session

No Closed Session conducted.

Chairman Weiss recessed the meeting at 3:10 p.m.

Chairman Weiss reconvened the meeting at 6:30 p.m.

16) Citizen Comment Period

No persons addressed the Board.

17) PH 17-02 The Agricultural Land Plan

The Agricultural Land Plan is an implementing component of the Clarke County Comprehensive Plan. The purpose of the Plan is to outline the County’s symbiotic relationship with its agricultural industry including approaches to supporting and promoting agriculture as well as guidance for land use planning and development of regulatory tools to preserve farmland. The Plan was developed not only to provide tools and approaches for conserving farmland, but to establish and maintain policies and programs for the long-term prosperity of the County's agricultural industries.

Brandon Stidham, Director of Planning, reviewed the goals, objectives and strategies of the revised plan, which was originally adopted by the Supervisors in 1997.

At 6:42 pm, Chairman Weiss opened the public comment portion of the public hearing. Being no persons desiring to address the matter, Chairman Weiss closed the public hearing.

The Supervisors discussed flexibility in the proposed goals, objectives and strategies.

Supervisor Daniel stated that the Planning Commission put a great deal of research, discussion and review into the proposed revision commenting that the plan is critical to preserving, protecting agriculture, a primary goal for economic development in the County.

Chairman Weiss opined that the goals, objectives and strategies were good but expressed concern about setting expectations too high creating a burden on limited resources. Brandon Stidham assured that adjusting expectations was an inherent part of the plan.

Chairman Weiss asked questions regarding *Strategy (b). Consider developing regulations for landowners to create farmland of various sizes for purchase or lease. Establish design criteria to ensure that the regulations are not used to create large residential lots that are not farmed.* Brandon Stidham shared his vision on this concept.

Supervisor Daniel moved to adopt the 2016 Revised Agricultural Land Plan as presented by Staff. The motion carried by the following vote:

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

Next Regular Meeting Date

The next regular meeting of the Board of Supervisors is set for Tuesday, March 21, 2017 at 1:00 p.m. in the Berryville Clarke County Government Center, Main Meeting Room, 101 Chalmers Court, Berryville, Virginia.

18) Adjournment

At 7:07 pm, being no further business, Chairman Weiss adjourned the meeting.

ATTEST: February 21, 2017

David S. Weiss, Chair

David L. Ash, County Administrator

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

March 6, 2017

Clarke County Board Of Supervisors
FY2018 Budget Work Session
Meeting Room AB

7:00 p.m.

At an FY2018 Budget Work Session of the Board of Supervisors of Clarke County, Virginia, held in the Berryville Clarke County Government Center, 101 Chalmers Court, 2nd Floor, Berryville, Virginia conducted on Monday, March 6, 2017.

Board Members: Present Barbara J. Byrd, Terri T. Catlett, Mary L.C. Daniel, Bev B. McKay, David S. Weiss; Absent: None

Staff Present: David Ash, Brian Lichty, Lora B. Walburn

School Board Members Present: Chuyen Kochinsky, Thomas Parker, Monica Singh-Smith

CCPS Staff Present: Chuck Bishop, Rick Catlett

Others Present: Robina Rich Bouffault, Tom Judge

Call to Order

Chairman Weiss called the work session to order at 7:00 p.m.

CCPS FY2018 Budget

Tom Judge, Director Joint Administrative Services, stated that last Monday the Clarke County School Board ended its budget deliberations and its' FY2018 request called for a decrease in local funding.

Thomas Parker, School Board Chair, addressed the Board of Supervisors. He spoke on behalf of Dr. Bishop and his fellow School Board members commenting that they were pleased to be here to present the FY2018 Budget for Clarke County Public Schools. He commented that a budget evolves over time and this budget started out with building level requests that would have totaled over a million dollars in personnel alone; however, the Superintendent took the time to evaluate the Schools' true needs. Chairman Parker opined that the School Board was in position that it did not have to deal with large increases in student population allowing it to utilize revenue growth from other sources and

Board of Supervisors Meeting Minutes For March 6, 2017 – FY2018 Budget Work Session

reallocations within its exiting budget to focus on improving outcomes for all students regardless of ability. He continued that the Schools could also focus on improving quality of instruction. He opined that the proposed budget helped the Schools do those things while providing a modest pay increase for teachers and staff charged with carrying out the Schools' mission day in and day out.

Chairman Parker concluded his comments thanking the Supervisors for its continued cooperation, as well as attendance at School meetings, joint budget meetings, and advisory board meetings.

Dr. Chuck Bishop, Superintendent Clarke County Public Schools, provided an overview of the School's FY2018 adopted budget. Highlights include:

- Based on ADM of 1940 students plus 45 PK students
- Local Composite Index remains .5437 for the second year of the biennium
- All line items have been reviewed for accuracy in predicting FY18 expenses
- Central Administration received requests for 15 new, restored or upgraded positions from building and district level leadership
- Conducted salary comparison between Winchester, Frederick and Clarke
- Budget recommendations are in alignment with both the Community Budget Survey and the CCPS Strategic Plan
- School-based allocations were increased slightly to provide additional resources
- Conducted community survey receiving 277 responses. Respondents selected advanced academic opportunities as the top priority.
- Proposed budget aligns with the strategic plans' four primary goals.
- Used a school-based allocation method that provides more money to principals in most categories.
- Personnel:
 - o Evergreen pay and classification comparison included jurisdictions with whom CCPS cannot compete; therefore, the scale was adjusted to compete with Winchester, Frederick County and Clarke County.
 - o Approved a reduction in master stipend in FY2016 from \$6,563 to \$4,250. Approximately 62% of teaching staff have a master degree.
 - o Improved teacher salary scale establishing a consistent 33-step index that provides an average 3% increase.
- Major budget factors [Page 13 of presentation]

o Salaries and Wages	\$452,396
o Employee Benefits	\$326,822

○ Materials and Supplies	\$ 55,488
○ Joint Operations [Blue Ridge Governor's School]	\$ 1,500
○ Purchase Services	(\$45,619)
○ Utilities, Travel, Leases	(\$51,040)
○ Food Service Contingency	(\$ 5,000)
○ Minor Capital	(\$ 1,425)
○ Net Total New Operating Expense	\$739,114
○ Additional Operating Revenue	\$263,145
○ Additional operating dollars needed to meet recommendation	\$475,969
– Budget Reduction Strategies [Page 14 of presentation]	
○ Health insurance decrease of 3.2%	(\$210,000)
○ Remove STEM teachers	(\$ 75,607)
○ Remove extra sections	(\$ 15,000)
○ Remove maker space	(\$ 7,500)
○ Reduce 2 elementary teachers (enrollment)	(\$163,914)
○ Eliminate Discovery Ed (online content)	(\$ 4,780)
○ Reduce 0.5 FTE SPED teacher	(\$ 22,000)
○ TOTAL REDUCTIONS	(\$498,801)
– What's Included? [Page 15 of presentation]	
○ 2% salary increase	
○ Transition Coordinator/SPED teacher	
○ EPF teacher (enrollment still pending)	
○ 0.5 ESL teacher	
○ 0.17 Band teacher (enrollment still pending)	
○ WBL stipend	
○ Gifted teacher- increase contract length	
○ Instructional supervisor- repurpose current position	
– County Operating Transfer Reduction of \$22,832	

Chairman Weiss complimented Dr. Bishop, School staff, and the School Board for their efforts and thanked Dr. Bishop for a very thorough, carefully laid out presentation.

Dr. Bishop reminded that the Code of Virginia requires a needs-based budget and the proposed budget met the Schools' needs.

Supervisors Catlett, Daniel and McKay also complimented the Schools' budget.

Supervisor Byrd praised the brevity of the School's budget and Dr. Bishop's clear, concise presentation.

Adjournment

Being no further business at 7:30 pm Chairman Weiss adjourned the meeting.

Next Regular Meeting Date

The next regular meeting of the Board of Supervisors is set for Tuesday, March 21, 2017 at 1:00 p.m. in the Berryville Clarke County Government Center, Main Meeting Room, 101 Chalmers Court, Berryville, Virginia.

ATTEST: March 6, 2017

David S. Weiss, Chair

David L. Ash, County Administrator

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

Consent Agenda

**A.2017-02R Resolution of Recognition
and Appreciation of Suzanne Lore
Mackall Commonwealth's Attorney
for Clarke County 1998 to 2017**

Clarke County Board of Supervisors



Berryville Voting District
Mary L.C. Daniel
(540) 955-1971

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

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

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

Russell Voting District
Barbara J. Byrd
(540) 955-1215

County Administrator
David L. Ash
(540) 955-5175

Resolution of Recognition and Appreciation of Suzanne Lore Mackall Commonwealth’s Attorney for Clarke County 1998 to 2017

WHEREAS, Suzanne Lore “Suni” Mackall was appointed and sworn as Commonwealth’s Attorney for Clarke County on April 22, 1998; and,

WHEREAS, she was first elected in a special election in November, 1998 wherein she ran unopposed, and she was subsequently re-elected without opposition for the next five election cycles and served until her retirement on April 1, 2017; and,

WHEREAS, during her tenure, and in order to best serve the interests of the citizens of Clarke County, she has overseen the expansion of the Commonwealth’s Attorney’s Office to include a full time Assistant Commonwealth’s Attorney, additional support staff and the institution of the Victim Witness Program; and,

WHEREAS, during her tenure, the Office of the Commonwealth’s Attorney has participated in the Multi-jurisdictional Grand Jury, V-STOP Program and the institution of the Drug Court; and,

WHEREAS, as a highly accomplished athlete herself, she has been a strong advocate for the inclusion of a physical fitness component in the rehabilitation of offenders; and,

WHEREAS, during her tenure, she has successfully prosecuted over fourteen murder cases (including capital murder and first-degree murder cases), violent felonies, lesser felonies, misdemeanors and traffic offenses with passion for the law, truth and justice yet tempered with unwavering compassion for victims and concern for the safety of the citizens of Clarke County.

NOW, THEREFORE, BE IT RESOLVED by the Clarke County Board of Supervisors that SUZANNE LORE MACKALL be recognized and congratulated for her service and that her dedication for the safety and wellbeing for all citizens of Clarke County be hereby memorialized as a token of the respect and high esteem in which she is held.

APPROVED AND ORDERED ENTERED in the official records by the unanimous vote of the members of the Clarke County Board of Supervisors assembled on the 21st day of March, 2017.

ATTEST 2017-02R

David S. Weiss, Chair





Personnel Committee Items

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

Monday, March 13, 2017 9:30 am

Item No.

Description

A. Expiration of Term for appointments expiring through April 2017.

03/13/2017 Summary: The Personnel Committee recommends appointment:

- Clifford Nelson to the Clarke County Planning Commission to an additional four-year term expiring April 30, 2021.
- Anne Caldwell to the Clarke County Planning Commission to an additional four-year term expiring April 30, 2021.

B. Personnel Policy Update

03/13/2017 Summary: The Personnel Committee reviewed the current draft.

Appointments by Expiration Through April 2017

Appt Date Exp Date Orig Appt Date:

February 2017

Fire & EMS Commission

Wallace	Laure	Citizen-at-large	9/1/2014	2/28/2017	8/19/2014
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Resigned 02/2017 Term Expires 08/31/2017

The Commission shall consist of eight (8) members including:
 -1 member of the Board of Supervisors; The Clarke County Sheri; 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

April 2017

Clarke County Planning Commission 4 Yr

Nelson	Clifford	Russell / Longmarsh District	4/16/2013	4/30/2017	4/19/2005
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Appointed by BOS; Oath of Office Required - Clerk of Circuit Court; Section 1-C-2 of the Zoning Ordinance states: "The Planning Commission shall consist of eleven members, appointed by the Board. Members of the Planning Commission shall be residents of the County, with there being 2 residents of each of the Board Election Districts. In addition, 1 member of the Commission shall be a member of the Board. Members of the Commission shall be qualified by knowledge and experience to make decisions on questions of community growth and development. At least 1/2 of the members of the Planning Commission shall be owners of real property in the County."

Caldwell	Anne	Millwood / Chapel District; Vice Chair	4/16/2013	4/30/2017	12/17/2002
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12/17/02 Appointed to Zoning Appeals; Vice Chair 2009 - Present

Appointed by BOS; Oath of Office Required - Clerk of Circuit Court; Section 1-C-2 of the Zoning Ordinance states: "The Planning Commission shall consist of eleven members, appointed by the Board. Members of the Planning Commission shall be residents of the County, with there being 2 residents of each of the Board Election Districts. In addition, 1 member of the Commission shall be a member of the Board. Members of the Commission shall be qualified by knowledge and experience to make decisions on questions of community growth and development. At least 1/2 of the members of the Planning Commission shall be owners of real property in the County."

Clarke County Committee Listing

			<i>Appt Date</i>	<i>Exp Date</i>
<i>Agricultural & Forestal District Advisory Committee</i>				6 Yr
Buckley	Samuel	Landowner/Producer	8/18/2015	7/15/2021
Childs	Corey	Landowner	8/18/2015	7/15/2021
Day	Emily	Landowner/Producer	8/18/2015	7/15/2021
Dorsey	Tupper	Landowner/Producer	8/18/2015	7/15/2021
Gordon	Carolyn	Landowner	8/18/2015	7/15/2021
Haynes	Carole	Landowner	9/15/2015	7/15/2021
McKay	Beverly B.	BoS - Appointed Member	8/18/2015	7/15/2021
Peake	Donna	Commissioner of the Revenue	8/18/2015	7/15/2021
Shenk	Philip	Landowner/Producer	8/18/2015	7/15/2021
<i>Barns of Rose Hill Board of Directors</i>				3 Yr
Cammack	Thomas		1/19/2016	12/31/2018
<i>BCCGC Joint Building Committee</i>				Open-End
Ash	David L.	County Administrator		
Dalton	Keith	Berryville Town Manager		
Kitselman	Allen	Berryville Town Council Representative		
McKay	Beverly B.	BoS - Appointed Member	1/11/2016	12/31/2017
<i>Berryville Area Development Authority</i>				4 Yr
McFillen	Thomas	Berryville District	10/18/2016	3/31/2018
Ohrstrom, II	George	Russell District	3/15/2016	3/31/2019
Smart	Kathy	White Post District	2/21/2017	3/31/2020
<i>Berryville/Clarke County Joint Committee for Economic Development and Tourism</i>				Ongoing
Arnold, Jr.	Harry Lee	BTC - Appointed Member		
Ash	David L.	County Administrator	1/9/2017	12/31/2017
Capelli	Len	Director of Economic Development	4/14/2015	
Dunkle	Christy	Staff Representative - Town		
Stidham	Brandon	Staff Representative - County	5/20/2014	
Weiss	David S.	BoS - Appointed Member	1/9/2017	12/31/2017
<i>Board of Septic & Well Appeals</i>				4 Yr
Blatz	Joseph	White Post District; Citizen Member	1/19/2016	2/15/2020
Caldwell	Anne	Millwood District; Planning Commission; Vice Chair - Alternate	1/8/2016	12/31/2017
Daniel	Mary L.C.	BoS - Alternate	1/9/2017	12/31/2017
McKay	Beverly B.	BoS - Vice Chair Appointed Member	1/9/2017	12/31/2017
Ohrstrom, II	George	Russell District; Planning Commission Chair	1/8/2015	12/31/2017

Monday, March 06, 2017

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			<i>Appt Date</i>	<i>Exp Date</i>
<i>Board of Social Services</i>				4 Yr
Butcher	Jeff		10/18/2016	7/15/2017
Byrd	Barbara J.	BoS - Appointed Member	1/9/2017	12/31/2017
Dodson	Gerald		10/18/2016	7/15/2020
Gray	Lynn	Berryville District	6/17/2014	7/15/2018
Pierce	Edwin Ralph	Berryville District	11/18/2014	7/15/2018
<i>Board of Supervisors</i>				4 Yr
Byrd	Barbara J.	Russell District	1/9/2017	12/31/2019
Catlett	Terri T.	Millwood/Pinegrove Districts	1/1/2016	12/31/2019
Daniel	Mary L.C.	Berryville District	1/1/2016	12/31/2019
McKay	Beverly B.	White Post District, Vice Chair	1/1/2016	12/31/2019
Weiss	David S.	Buckmarsh/Blue Ridge Districts; Chair	1/1/2016	12/31/2019
<i>Board of Supervisors Finance Committee</i>				1 Yr
Byrd	Barbara J.	BoS - Alternate	1/9/2017	12/31/2017
Catlett	Terri T.	BoS - Appointed Member	1/9/2017	12/31/2017
McKay	Beverly B.	BoS - Alternate	1/9/2017	12/31/2017
Weiss	David S.	BoS - Appointed Member	1/9/2017	12/31/2017
<i>Board of Supervisors Personnel Committee</i>				1 Yr
Byrd	Barbara J.	BoS - Alternate	1/9/2017	12/31/2017
McKay	Beverly B.	BoS - Appointed Member	1/9/2017	12/31/2017
Weiss	David S.	BoS - Appointed Member	1/9/2017	12/31/2017
<i>Board of Zoning Appeals</i>				5 Yr
Borel	Alain F.	White Post District	1/23/2014	2/15/2019
Caldwell	Anne	Millwood District	2/25/2015	2/15/2020
Kackley	Charles	Russell District	2/12/2008	2/15/2018
McKelvy	Pat	Alternate At Large	2/6/2014	2/15/2019
Means	Howard	Millwood District	2/15/2016	2/15/2021
Volk	Laurie	White Post District	2/18/2014	2/15/2019
<i>Broadband Implementation Committee</i>				
Bouffault	Robina Rich	White Post District	2/21/2017	
Daniel	Mary L.C.	Berryville District	2/21/2017	
McKay	Beverly B.	White Post District	2/21/2017	
Turkel	Jon	Millwood District	2/21/2017	
<i>Building and Grounds</i>				1 Yr
McKay	Beverly B.	BoS - Appointed Member	1/9/2017	12/31/2017
Weiss	David S.	BoS - Alternate	1/9/2017	12/31/2017

Monday, March 06, 2017

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			<i>Appt Date</i>	<i>Exp Date</i>
<i>Career and Technical Education Advisory Committee</i>				1 Yr
Catlett	Terri T.	BoS - Appointed Member	1/9/2017	12/31/2017
<i>Clarke County Historic Preservation Commission</i>				4 Yr
Arnett	Betsy	Berryville District	4/19/2016	5/31/2020
Caldwell	Anne	Millwood District	4/16/2014	5/31/2017
Carter	Paige	White Post District	4/19/2016	5/31/2020
Joyce	Jon	Buckmarsh District	6/16/2015	5/31/2019
Kruhm	Doug	Planning Commission Representative	1/6/2017	12/31/2017
Stieg, Jr.	Robert	Millwood District	6/17/2014	5/31/2018
Teetor	Alison	Staff Representative		
York	Robert	White Post District	6/18/2013	5/31/2017
<i>Clarke County Humane Foundation</i>				1 Yr
Byrd	Barbara J.	BoS - Liaison	1/9/2017	12/31/2017
<i>Clarke County Library Advisory Council</i>				4 Yr
Al-Khalili	Adeela	Buckmarsh District	3/17/2015	4/15/2019
Bogert	Aubrey	White Post District	9/20/2016	4/15/2018
Brondstater	Bette	Buckmarsh District	2/21/2017	4/15/2019
Curran	Christopher	Buckmarsh District	2/21/2017	4/15/2021
Daisley	Shelley	Russell District	5/17/2016	4/15/2020
Daniel	Mary L.C.	BoS - Liaison	1/9/2017	12/31/2017
Foster	Nancy	Russell District	4/19/2016	4/15/2020
Holscher	Dirck	Russell District	2/21/2017	4/15/2021
Kalbian	Maral	Millwood District	2/17/2015	4/15/2019
Maggio	Christina		2/21/2017	4/15/2021
<i>Clarke County Litter Committee</i>				1 Yr
Byrd	Barbara J.	BoS - Liaison	1/9/2017	12/31/2017
<i>Clarke County Planning Commission</i>				4 Yr
Bouffault	Robina Rich	White Post / Greenway District	3/15/2016	4/30/2020
Buckley	Randy	White Post District	1/23/2014	4/30/2018
Byrd	Barbara J.	BoS - Alternate	1/9/2017	12/31/2017
Caldwell	Anne	Millwood / Chapel District; Vice Chair	4/16/2013	4/30/2017
Daniel	Mary L.C.	BoS - Appointed Member	1/9/2017	12/31/2017
Kreider	Scott	Buckmarsh / Battletown District	3/15/2016	4/30/2020
Kruhm	Doug	Buckmarsh / Battletown District	3/18/2014	4/30/2018
Lee	Francis	Berryville District	5/20/2014	4/30/2018
Malone	Gwendolyn	Berryville District	3/15/2016	4/30/2020
Nelson	Clifford	Russell / Longmarsh District	4/16/2013	4/30/2017

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			<i>Appt Date</i>	<i>Exp Date</i>
Ohrstrom, II	George	Russell District; Chair	3/17/2015	4/30/2019
Stidham	Brandon	Staff Representative	4/30/2012	
Turkel	Jon	Millwood / Chapel District	3/17/2015	4/30/2019
<i>Clarke County Sanitary Authority</i>				<i>4 Yr</i>
DeArment	Roderick	White Post District, Chair	1/17/2017	1/5/2021
Dunning, Jr.	A.R.	White Post District, Treasurer/Secretary	11/19/2013	1/5/2018
Legge	Michael	Staff Representative		
Mackay-Smith, Jr.	Alexander	White Post District, Vice Chair	1/17/2017	1/5/2021
McKay	Beverly B.	BoS - Liaison	1/9/2017	12/31/2017
Myer	Joseph	Town of Boyce	11/17/2015	1/5/2020
Welliver	Ralph	Berryville District	7/19/2016	6/30/2020
<i>Conservation Easement Authority</i>				<i>3 Yr</i>
Buckley	Randy	White Post District	12/20/2016	12/31/2019
Byrd	Barbara J.	BoS - Appointed Member	1/9/2017	12/31/2017
Engel	Peter	White Post District	11/17/2015	12/31/2018
Jones	Michelle	Millwood / Pine Grove District	12/20/2016	12/31/2019
Ohrstrom, II	George	Russell District; Planning Commission Representative	3/15/2016	4/30/2019
Teetor	Alison	Staff Representative		
Thomas	Walker	Buckmarsh District	11/17/2015	12/31/2018
Wallace	Laure	Millwood District	12/20/2016	12/31/2019
<i>Constitutional Officer</i>				
Butts	Helen	Clerk of the Circuit Court	1/1/2016	12/31/2023
Keeler	Sharon	Treasurer	1/1/2016	12/31/2019
Mackall	Suzanne	Commonwealth Attorney	1/1/2016	12/31/2019
Peake	Donna	Commissioner of the Revenue	1/1/2016	12/31/2019
Roper	Anthony	Sheriff	1/1/2016	12/31/2019
<i>County Administrator</i>				
Ash	David L.	County Administrator	3/19/1991	
<i>Economic Development Advisory Committee</i>				<i>4 Yr</i>
Barb	Jim	Real Estate Rep, Business Owner	11/29/2013	12/31/2017
Conrad	Bryan H.	Agriculture, Fire & Rescue	12/16/2014	12/31/2018
Dunkle	Christy	Town of Berryville Representative	1/1/2016	12/31/2019
Kraybill	Christina	Berryville District, Business Owner	11/18/2014	12/31/2017
Milleson	John R.	Banking, Finance	12/16/2014	12/31/2018
Myer	Dr. Eric	Agriculture Rep, Business Owner	12/16/2014	12/31/2018
Pritchard	Elizabeth	Hospitality Industry	8/16/2016	8/31/2020
Weiss	David S.	BoS - Appointed Member	1/9/2017	12/31/2017

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			<i>Appt Date</i>	<i>Exp Date</i>
<i>Fire & EMS Commission</i>				
Armacost, Jr.	Van	John H. Enders VFRC Rep	10/18/2016	8/31/2017
Conrad	Bryan H.	Citizen-at-large	9/1/2015	8/31/2019
Hoff	Matt	Boyce VFRC Rep	10/18/2016	8/31/2017
Leffel	Elizabeth	Chair; Citizen-at-large	10/18/2016	8/31/2020
Lichty	Brian	Staff Representative	11/14/2016	
Roper	Anthony	Sheriff	1/1/2016	12/31/2019
Wallace	Laure	Citizen-at-large	9/1/2014	2/28/2017
Weiss	David S.	BoS - Representative	1/9/2017	12/31/2017
White	Jacob	Blue Ridge VFRC Rep	10/18/2016	8/31/2017
<i>Handley Regional Library Board</i> 4 Yr				
Leahy	Cindy		12/20/2016	11/30/2017
<i>Industrial Development Authority of the Clarke County, Virginia</i> 4 Yr				
Cochran	Mark	Buckmarsh District; Vice Chair 2015, 2016	9/17/2013	10/30/2017
Ferrell	Brian	Buckmarsh District	6/21/2016	10/30/2019
Frederickson	Allan	White Post District; Secretary / Treasurer 2016	9/17/2013	10/30/2017
Jones	Paul	Russell District	3/15/2016	10/30/2019
Juday	David	Russell District; Chair 2016	10/21/2014	10/30/2018
Koontz	English	Buckmarsh District	6/16/2015	10/30/2018
Pierce	Rodney	Buckmarsh District	10/18/2016	10/30/2020
Weiss	David S.	BoS - Liaison	1/9/2017	12/31/2017
<i>Joint Administrative Services Board</i> Open-End				
Ash	David L.	County Administrator	12/22/1993	
Bishop	Chuck	School Superintendent	7/1/2014	
Judge	Tom	Staff Representative	2/14/1994	
Keeler	Sharon	Treasurer	3/12/2005	
McKay	Beverly B.	BoS - Alternate	1/9/2017	12/31/2017
Schutte	Charles	School Board Representative	1/8/2012	
Weiss	David S.	BoS - Appointed Member	1/9/2017	12/31/2017
<i>Legislative Liaison and High Growth Coalition</i> 1 Yr				
Daniel	Mary L.C.	BoS - Liaison	1/9/2017	12/31/2017
<i>Lord Fairfax Community College Board</i> 4 Yr				
Daniel	William	Berryville District	7/19/2016	6/30/2020
<i>Lord Fairfax Emergency Medical Services Council</i> 3 Yr				
Burns	Jason	Career Representative; Buckmarsh District	4/21/2015	6/30/2018

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			<i>Appt Date</i>	<i>Exp Date</i>
Conrad	Bryan H.	Volunteer Representative; White Post District	6/17/2014	6/30/2017
Stidham	Angela	Medical Professional; White Post District	7/19/2016	6/30/2019
<i>Northern Shenandoah Valley Regional Commission</i>				<i>1 Yr</i>
Daniel	Mary L.C.	BoS - Alternate	1/9/2017	12/31/2017
McKay	Beverly B.	BoS - Appointed Member	1/9/2017	12/31/2017
Stidham	Brandon	Citizen Representative [Planning Director]	4/19/2016	1/31/2019
<i>Northwest Regional Adult Drug Treatment Court Advisory Committee</i>				<i>Open End</i>
Byrd	Barbara J.	Russell District	1/9/2017	12/31/2017
<i>Northwestern Community Services Board</i>				<i>4 Yr</i>
Brown	Audrey	White Post District	11/17/2015	12/31/2017
Harris	Celie	Millwood District	11/17/2015	12/31/2018
<i>Northwestern Regional Jail Authority</i>				<i>1 Yr</i>
Ash	David L.	BoS - Appointed Member	1/9/2017	12/31/2017
Byrd	Barbara J.	BoS - Liaison - Alternate	1/9/2017	12/31/2017
Roper	Anthony	Sheriff	1/1/2016	12/31/2019
Wyatt	Jimmy	Millwood District	11/17/2015	12/31/2019
<i>Northwestern Regional Juvenile Detention Center Commission</i>				<i>1 Yr</i>
Byrd	Barbara J.	BoS - Liaison	1/9/2017	12/31/2017
Wyatt	Jimmy	Millwood District	12/20/2016	12/20/2020
<i>Old Dominion Alcohol Safety Action Policy Board & Division of Court Services</i>				<i>3 Yr</i>
Roper	Anthony	Sheriff	12/20/2016	12/31/2019
<i>Old Dominion Community Criminal Justice Board</i>				<i>3 Yr</i>
Roper	Anthony	Sheriff	12/20/2016	12/31/2019
<i>Our Health</i>				<i>3 Yr</i>
Shipe	Diane	Buckmarsh District	7/19/2016	3/15/2019
<i>Parks & Recreation Advisory Board</i>				<i>1 Yr</i>
Catlett	Terri T.	BoS - Liaison	1/9/2017	12/31/2017
Heflin	Dennis	White Post District	12/20/2016	12/31/2019
Huff	Ronnie	Town of Berryville Representative	1/1/2016	12/31/2019
Jones	Paul	Russell District; At Large	12/16/2014	12/31/2018
Lichliter	Gary	Russell District	12/20/2016	12/31/2019
Rhodes	Emily	Buckmarsh District	11/17/2015	12/31/2019
Sheetz	Daniel A.	Berryville District	11/19/2013	12/31/2017
Smith	Tracy	Millwood District	3/15/2016	12/31/2017

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			<i>Appt Date</i>	<i>Exp Date</i>
Trenary	Randy	School Superintendent Designee	10/24/2013	
Wisecarver	Steve	Appointed by Town of Boyce	11/5/2013	12/31/2017
<i>People Inc. of Virginia</i>				3 Yr
Hillerson	Coleen	Clarke County Rep Board of Directors	8/16/2016	7/31/2019
<i>Regional Airport Authority</i>				1 Yr
Ash	David L.	BoS - Alternate	1/9/2017	12/31/2017
Crawford	John	Buckmarsh District	7/19/2016	6/30/2020
McKay	Beverly B.	BoS - Alternate	1/9/2017	12/31/2017
<i>Shenandoah Area Agency on Aging, Inc.</i>				4 Yr
Bouffault	Robina Rich	White Post District	10/21/2014	9/30/2018
<i>Shenandoah Valley Chief Local Elected Officials Consortium</i>				
Ash	David L.	BoS Designee for Chief Elected Official		
<i>Shenandoah Valley Workforce Investment Board</i>				4 Yr
James	Patricia	Buckmarsh District	9/17/2013	6/30/2017
<i>Towns and Villages: Berryville</i>				1 Yr
Byrd	Barbara J.	BoS - Liaison	1/9/2017	12/31/2017
Daniel	Mary L.C.	BoS - Liaison - Alternate	1/9/2017	12/31/2017
<i>Towns and Villages: Boyce</i>				1 Yr
Catlett	Terri T.	BoS - Liaison	1/9/2017	12/31/2017
McKay	Beverly B.	BoS - Liaison	1/9/2017	12/31/2017
<i>Towns and Villages: Millwood</i>				1 Yr
Catlett	Terri T.	BoS - Liaison	1/9/2017	12/31/2017
<i>Towns and Villages: Pine Grove</i>				1 Yr
Catlett	Terri T.	Bos - Liaison	1/9/2017	12/31/2017
Weiss	David S.	BoS - Liaison	1/9/2017	12/31/2017
<i>Towns and Villages: White Post</i>				1 Yr
McKay	Beverly B.	Bos - Liaison	1/9/2017	12/31/2017



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

March 13, 2017 10:00 AM

Item

No. Description

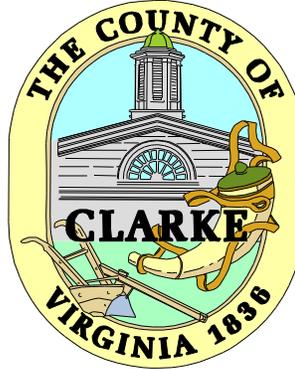
A. Review Personnel Policy – Draft Dated 02/28/2017

03/13/2017 Summary: Following review, the Supervisors referred the matter to the Finance Committee.

B. FY2018 Budget with Tom Judge

03/13/2017 Summary: Following review, **Supervisor Daniel moved to authorize Tom Judge to advertise the FY2018 Budget and FY2017 Tax Rate for public hearing on Tuesday, April 4, 2017, at 7:30 pm. The motion carried as follows:**

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



Personnel Policies Manual



County of Clarke – Personnel Policies

Distribution: All County Employees

Record of Revision

Revision No.	Revision Date	Description	Final Approval
12	07/07/2008	Add to Supporting Documents PD-121101-01 General Government Timesheet Procedure and form numbers; Update Military Leave from 44-75 to § 44-75.1. Militia state active duty; Update VI. Smoking/Use of Tobacco Products Policy from Virginia Indoor Clean Air Act 15.1-291.1 et seq. to § 15.2-2801 Statewide regulation of smoking et seq.; Grievance Procedure Coverage of Personnel Chapter 10.1 to Chapter 5 § 9.1-501 et seq. and 9.1-502 – and from 2.1-114.5:1C to 15.2-1507	
13	09/15/2009	Add Reduced Work Schedule Policy	
14	10/19/2010	Reformat Employee Privacy Policy; Add Contagious Temporary Illness Policy and Procedures; Remove Sections: Cash Advances for Travel, Credit Card Policy, Expense Policy – Credit Card Use, Allowable Expenses; Meal Reimbursement Policy; Travel / Convention / Seminar Policy. Add Section: Travel, Meal, And Mileage Reimbursements section to reference Procurement Policies and Procedures; Add to Supporting Documents: Clarke County Department Of Joint Administrative Services Purchasing Department Procurement Policies And Procedures	
15	5/15/2012	III Employee Benefits 12 Health Insurance A Eligibility <u>Remove</u> : <i>Participating employees and elected officials with at least eight (8) years of service or five (5) years of service with medical disability may remain on the County health insurance program on an individually paid basis after leaving service with the County. Such participants, who have left county service, and who discontinue participation, are not eligible for reinstatement.</i> <u>Replace With</u> : A regular full-time employee that has served Clarke County for a minimum of 10 years, and who is eligible to draw retirement payments from the Virginia Retirement System, may be a part of the health insurance retiree group, if the employee elects to join this group within thirty-one days subsequent to the termination date. The premium for the retiree group membership shall be borne by the member and, if membership is discontinued, there is no eligibility for reinstatement. Dependents covered on the termination date can continue to be covered, but dependents cannot be added subsequent to the termination date.	
16		Complete Rewrite	

Record of Revision

Revision No.	Revision Date	Description	Final Approval
New	06/15/1982	Prior 2003	7/1/82
1	02/19/1985	⋮	
2	05/19/1987	⋮	
3	12/15/1987	⋮	
4	05/16/1989	⋮	
5	12/19/1989	⋮	
6	03/20/1990	⋮	
7	12/20/1994	⋮	
8	06/1995	▼	
9	01/31/2003	Add Time Sheet Submission Requirements; Add County Smoking Ordinance and Policy Memo date 5/27/97 to VI Smoking/Tobacco Use Policy under Section VI; Add Travel / Convention / Seminar Policy – Memo Dated 02/25/93; Add Cash Advances for Travel Policy [undated]; Add Credit Card Policy [undated]; County Employee Expense Policy adopted 12/21/99; Delayed Opening – Closure Policy adopted 3/19/96; Sexual Harassment Policy 10/3/94; Non-discrimination Policy adopted 10/16/02; Drug-free Workplace Policy revised 11/1/95 – ratified by Board action 11/21/95; Grievance Procedure Adopted 6/15/82 Effective 7/1/82 amended 10/16/84; 7/21/87; 9/17/91	
10	01/01/2004	Sect III: 4.Comp. Leave – Add calculations for exempt & non-exempt and remove statement “hour-for-hour basis”; 11.Life Insurance – remove “under age 65” and change example from 9,200/20,000 to 22,600/46,000; 10.Retirement – Change from “The costs are shared...the County” to “The County bears the cost for the employee.” Remove 2 nd Paragraph An individual leaving ... monthly paycheck. Add Supporting Documents Section; Add Disciplinary Levels Sections; Revise Resignation & Termination Section to include processing guidelines for Annual Leave payouts and/or expense reports, as well as return of County property. Add under Policies: Employee Leave Authorization Requirements & add reference to section in Annual Leave Section; Add Absenteeism & Reporting Requirements	
11	9/21/2004	Add Employee Privacy Practices and Procedures for Privacy of Health Information; Expand list of Causes for Disciplinary Action. Page 6 Comp of Emp #2 Salary Adj Remove Para 2 Personnel records . . . for increases – Add to Para 4 “unless otherwise agreed”. Add to Disciple #3 Level 1 shall be documented “and kept . . file”. Add reference to Form F1211-13 to Level 2 & 3.; Add Employee Privacy Policy	

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Chapter 1 Organization and Administration

1.1 Adoption of Personnel Policies

The following information serves as the Personnel Policy Manual for Clarke County, adopted **Date Adopted**. Due to the changing environment and world we work in, it is subject to subsequent amendments as necessary. This manual supersedes all previous personnel manuals adopted by Clarke County.

The rules and regulations contained within the manual are established under authority of Section 15.2-1506 of the Code of Virginia, 1950, as amended.

The policies and procedures outlined herein shall apply to all personnel employed by Clarke County. The policies and procedures shall apply to employees of Constitutional Officers, where the Constitutional Officer has agreed to participate in this personnel system. This includes:

- Attorney for the Commonwealth
- Clerk of the Circuit Court
- Commissioner of the Revenue
- Sheriff
- Treasurer

Employees of the Constitutional Officers shall be excluded from the Grievance Procedure outlined within these policies.

The Constitutional Officers of Clarke County shall retain the right to their own hiring practices and terminations in accordance with all applicable statutes and regulations.

These policies and procedures shall not apply to employees of Clarke County Public Schools without specific action by that governing body to adopt the same.

In the event that any office or agency of Clarke County other than the Board of Supervisors adopts these policies and procedures, the officer or board involved shall exercise the authority assigned herein to the Agency Personnel Administrator, unless otherwise specified.

1.2 General Policy

It is the fundamental policy of the County of Clarke that a fair and uniform personnel management system be established for its employees in order to insure the most effective provision of services to the citizens of the community. Therefore, it shall be the policy of the County that:

- A. Its Equal Employment Opportunity policy includes its commitment to prohibit harassment against employees because of sex, gender, race, color, religion, national origin, age, disability or any other class protected by law.

- B. Equitable incentives and conditions of employment shall be established and maintained.
- C. Compensation shall be in accordance with duties assigned.
- D. Employees shall be expected to work productively and to demonstrate a considerate and friendly attitude towards persons with whom they come in contact during the course of their work.
- E. Employees shall adhere to the policies and procedures required of them and shall endeavor to serve the citizen and taxpayer to the best of their ability.

The County retains the sole right to exercise all managerial functions including, but not limited to:

- a) directing the work force.
- b) assigning, reassigning, supervising, disciplining, and dismissing employees.
- c) transferring or reassigning duties as necessary to provide services to the citizens of Clarke County.
- d) establishing, changing, altering, or deleting policies as may be deemed necessary to achieve the County's goals.
- e) altering at will the organization and structure of the County, as may be deemed necessary, within the statutory requirements of the Commonwealth of Virginia.

1.3 Purpose and Scope of Manual

This manual is intended to serve as a source of information concerning your employment with Clarke County and answers many of the questions most frequently asked by County employees concerning their employment with the County. If further information or advice about matters covered in this manual is needed, employees should contact your supervisor, department head, or County Administration.

The policies and procedures contained in this manual are internal guidelines, which do not create contractual rights and should not be interpreted to constitute binding contractual obligations. This manual is not, and shall not, be construed as an explicit or implied contract, nor shall it modify any existing 'at will' status of any County employee and shall not create a due process requirement in excess of federal or state constitutional or statutory requirements. The County reserves the right, in its sole judgment, to modify, amend, or rescind the provisions of this manual.

Much of the information contained in this manual is drawn from relevant laws, regulations, and policies of the state and federal government and the County. Should there be a conflict between

County of Clarke – Personnel Policies

any statement, fact or figure presented within these policies, and the prevailing laws, regulations, and policies, the latter takes precedence.

Employees have the responsibility to keep themselves informed of updates and revisions to the County's policy. Department heads are also responsible for maintaining a current manual within their department, which shall be available to all employees.

This manual will supersede any existing personnel policies in effect prior to the date of the publication of this manual. It applies to all regular, seasonal and temporary employees of Clarke County.

Additionally, it is the policy of the County to strive for safety in all activities and operations, and to carry out the commitment of compliance with health and safety laws applicable to the County by enlisting the help of all employees to ensure that public and work areas are free of hazardous conditions.

- A. To provide equitable conditions of employment for County employees;
- B. To establish and maintain uniform standards of employment and compensation and;
- C. To provide assistance to department directors and supervisors in their administration of personnel matters.

1.4 County Administration

The Code of Virginia, 1950, as amended, and the Code for the County of Clarke establish the powers of the Clarke County government. These powers are vested in a Board of Supervisors consisting of five (5) members, one from each of the County's five voting districts. The qualified voters of the respective districts elect members of the Board of Supervisors for a term of four years. The Clarke County Board of Supervisors is responsible for all policy matters, allocation and expenditure of funds and contract execution.

The County Administrator is a full-time official appointed by the Board of Supervisors. Board resolution and official Board action specify the duties of the Administrator's position, which include: Acting as the administrative head of the government, preparing the County's annual budget, and executing resolutions and orders of the Board.

In adoption of these policies, the Board has determined that the County Administrator shall be responsible for the administration of the County's personnel program. The County Administrator may delegate responsibility for administering the County personnel program to another full-time County employee. Decisions made by department directors administering these policies may be appealed by the affected employee to the County Administrator or his/her designee.

Under Virginia statutes, the Clarke County Board of Supervisors retains ultimate authority for all personnel under its auspices.

For the purposes of this manual the term “County Administration” will be used and includes the County Administrator.

1.5 Personnel Definitions

Administrative Leave – Leave with pay approved by the Agency Personnel Administrator as recommended by a department head and not covered by any other leave provision.

Agency Personnel Administrator – For employees of the County Board of Supervisors, the County Administrator shall be the Agency Personnel Administrator. For employees of Constitutional Officers, the Constitutional Officer by whom they are employed shall be the Agency Personnel Administrator.

Allocation – The assignment of a position to its appropriate class in relation to duties performed.

Anniversary Date – The date an employee commenced work in his/her position.

Applicant – An individual who indicates a specific interest in a current job vacancy for which the County is hiring; and provides all required information on an application form.

Appointment – The offer to and acceptance by a person of a position.

Authorized Absence – An absence approved by the employee’s supervisor after proper notification (reason for absence and estimated length of absence) is given to the supervisor.

Absent Without Leave (AWOL) – The term used for any unauthorized absence during a scheduled work period.

At Will Employment: Employment that can be terminated without cause or notice by either the employer or the employee.

Break in Service – Any separation from the service of Clarke County whether by resignation, retirement, layoff, dismissal, disability retirement, or absent without leave when the employee is subsequently re-employed. An authorized leave without pay shall not be considered as constituting a “break in service.”

Classification (Class) – A position or group of positions which are sufficiently alike in duties performed, degree of supervision and required, minimum requirements of education, experience or skill, and other such characteristics to be equitably assigned the same class title, same or similar qualification requirements, the same skill level, the same test of fitness, and the same salary range.

County of Clarke – Personnel Policies

Class Series – A number of positions involving the same character of work, but different as to the level of difficulty and responsibility.

Class Description – A formal written description of the class which defines the general character and scope of the duties and responsibilities of positions in the class.

Compensation Plan – The official schedule of pay approved by the Clarke County Board of Supervisors assigning one or more rates of pay to each class title, arranged schematically by classification series.

Constitutional Officer – Those persons identified as County officials who are elected in accordance with Article VII, Section 4 of the Constitution of Virginia, including the Sheriff, Treasurer, Commonwealth's Attorney, Commissioner of the Revenue, and Clerk of the Circuit Court.

Continuous Service – The total length of time an employee has been employed with Clarke County. Continuous service is defined as beginning with the date of employment and continues until the employee's retirement or other separation from the County.

County Administration – the County Administrator, or his/her designee.

Demotion – Movement from one class of position to another of a lower salary range in which the employee meets the minimum qualification requirements.

Dependent – A family member who is claimed as a dependent on the employee's Federal Income Tax Return.

Discipline – Action taken against an employee ranging from verbal reprimand to dismissal depending on the severity of the employee's unsatisfactory work performance or misconduct.

Dismissal – An involuntary separation of an individual's employment initiated by the County.

Employee – An individual who, in consideration of wages or salary for the benefit and under the control of the County and is compensated through the County payroll. "Employee" shall not include:

1. Members of the County's Board of Supervisors;
2. Constitutional officers and their employees, unless the officer has elected to be covered by the County's personnel system. Constitutional Officers may elect to become part of the County's Classification and Compensation system and Personnel Policies by executing an agreement with the Board of Supervisors at adoption of these Policies and upon the initiation of each term of office for the Constitutional Officer.;
3. Members of boards, commissions and authorities;
4. Employees of the Clarke County School Board; and

5. Independent contractors.

Essential Personnel – Employees who hold certain positions which provide necessary health, safety, and emergency County services regardless of adverse conditions.

Furlough - Mandatory time off from work with no pay which is used as an alternative to a layoff, initiated by the County, and through no fault of the employee. During a furlough an employee's benefits continue to be paid and leave accrued.

Incumbent – An employee occupying a position in the County service.

Layoff – A temporary or indefinite reduction in the workforce due to economic conditions, technological changes, lack of work, or other appropriate reasons, initiated by the County and usually through no fault of the employee.

Leave Without Pay - (LWOP) - is a temporary non-pay status and absence from duty that, in most cases, is granted at the employee's request. In most instances, granting LWOP is a matter of supervisory discretion and may be limited by agency policy. Employees, however, have an entitlement to LWOP in the following situations:

The Family and Medical Leave Act of 1993 (FMLA) (Public Law 103-3, February 5, 1993), provides covered employees with an entitlement to a total of up to 12 weeks of unpaid leave (LWOP) during any 12-month period for certain family and medical needs. (See 5 CFR part 630, subpart L.)

Employees may not be in a pay status while receiving workers' compensation payments for injuries occurring during the course of their employment.

Note: Employees should be aware that LWOP may affect eligibility for certain employee benefits.

Maternity Leave - Pregnancy, childbirth or related medical conditions associated with birth shall be treated as any other temporary disability with respect to sick leave, annual leave, compensatory time, and leave without pay.

Merit Salary Increase – An increase in compensation established in the Compensation Plan which may be granted to eligible employees after completion of the appropriate length of service and a performance evaluation rating which satisfies the requirements for advancement.

Military Leave - Employees shall be granted a leave of absence without loss of annual or sick leave for annual active duty training as a member of the National Guard or any reserve component for the Armed Forces of the United States, for a period not exceeding 15 calendar days.

An employee who is absent for militia duty under orders of the Governor pursuant to the Code of Virginia § 44-75.1 shall be entitled to a leave of absence with pay for the period of ordered absence.

A permanent employee who enters on active duty or who receives orders in any of the Armed Forces of the United States shall be entitled to military leave without pay and to reinstatement in a similar position upon return from active duty as prescribed by public law.

Nonessential Employee – An employee who is not required to work during adverse conditions. Adverse conditions are declared and defined by the Agency Personnel Administrator.

Performance Evaluation – A systematic review of employees in the effective accomplishment of their assigned duties and responsibilities. A recommendation for a salary increase may or may not be included in the evaluation.

Personnel File – Official file of information pertaining to each employee.

Position Classification Plan – The official system of grouping of similar positions into appropriate classes based upon the respective duties, typical tasks, and qualifications.

Promotion – Movement from one class of position to another of a higher salary range in which the employee meets the minimum qualification requirements.

Qualifications – The minimum education, experience, and any special job-related requirements which must be fulfilled by a person preliminary to appointment or promotion.

Reclassification – A change in the classification of a position or group of positions.

Re-Employment – When an employee's services are terminated and that employee is subsequently employed again with the County.

Reinstatement – The time an employee returns to work from an authorized leave of absence or goes from a non-pay status into a paid status. Reinstatement means that the employee is treated as if on leave without pay for the time he/she was away from the County.

Resignation – Voluntary separation initiated by an employee who chooses to leave the County service.

Salary Range – A level within a salary schedule into which job classes with similar job evaluation factors are placed for compensation purposes. Pay grades have a minimum rate, a midpoint rate, and a maximum rate and define what the County is willing to pay for a particular job. The midpoint of the pay grades approximates the market salary rate which would be paid for satisfactory performance.

Secondary (Outside) Employment – Employment in any capacity other than the employee's primary full-time job with Clarke County.

Supervisor – An employee who has the responsibility for directing and evaluating the work of other employees.

Suspension – A forced leave of absence without pay for disciplinary purposes.

Transfer – Movement of an employee from one position to another position. Transfers can take place within a department, between departments, between positions of the same pay range, or between positions of the same class.

Unauthorized Absence – Any absence from the job during a scheduled work period, without approval from the employee's immediate supervisor, or when an employee does not follow the proper request or verification procedure for an absence.

Vacancy – A position which has been newly established or which has been rendered vacant by resignation, retirement, or other removal of the previous incumbent.

Work Day – . A day is a 24-hour period beginning at 0000 and ending at 2400.

Work Place – Any County owned or leased property (including parking lots), any site where official duties (including business-related activities for or on behalf of the County) are being performed by a County employee during regular work hours, or while operating a motor vehicle or machine leased or owned by the County.

Work Week – The County's regular workweek, shall be seven consecutive days starting at 0000 on Sunday and ending 2400 on Saturday.

Work Schedule – standard work schedule shall be 40 hours per week. See exception below:

Exception: The Fair Labor Standards Act [FLSA] requires that all covered nonexempt employees be paid overtime pay at no less than time and one-half their regular rates of pay for all hours worked in excess of 40 in a workweek.

Section 7(k) of the FLSA provides that employees engaged in fire protection or law enforcement may be paid overtime on a "work period" basis.

A "work period" may be from 7 consecutive days to 28 consecutive days in length.

For work periods of at least 7 but less than 28 days, overtime pay is required when the number of hours worked exceeds the number of hours that bears the same relationship to 212 (fire) or 171 (law enforcement) as the number of days in the work period bears to 28. *For example, fire protection personnel are due overtime under such a plan after 106 hours worked during a 14-day work period, while law*

County of Clarke – Personnel Policies

enforcement personnel must receive overtime after 86 hours worked during a 14-day work period.

Under certain prescribed conditions, a State or local government agency may give compensatory time, at a rate of not less than one and one-half hours for each overtime hour worked, in lieu of cash overtime compensation. Employees engaged in police and fire protection work may accrue up to 480 hours of compensatory time.

An employee must be permitted to use compensatory time on the date requested unless doing so would "unduly disrupt" the operations of the agency.

Chapter 2 Employment

2.1 Equal Employment Opportunity

It is the policy of Clarke County to obtain the best matched applicants available for each position vacancy without regard to sex, race, color, religion, national origin, age, disability, or other reasons prohibited by law. Clarke County shall operate within the principles of equal employment opportunity guidelines set forth in Federal, State and local laws and regulations.

All activities relating to employment including recruitment, testing, selection, promotion, training and termination shall be conducted in a nondiscriminatory manner.

2.2 Open Door Policy

Clarke County practices an 'open door' policy in which any employee who wishes to meet with the Agency Personnel Administrator can do so by establishing an appointment through his/her immediate supervisor.

Although the County endorses an open door policy, employees are strongly encouraged to resolve any issues directly with the parties involved.

If the parties involved are unable to reach an agreement, the issue should be brought to the attention of their supervisor.

2.3 Rehire/ Reinstatement

An employee who voluntarily leaves the County in good standing shall be eligible for rehire. If an employee is rehired within six (6) months, no pre-employment tests need to be performed.

An employee who chose to leave the County and is in good standing and wishes to return within thirty (30) days of the separation, may be reinstated, at the Department Head's discretion, to their former position if vacant. A reinstated employee shall be considered to have been on a leave without pay status for the time of the separation.

2.4 Orientation

1. Agency Personnel Administrator will provide the employee with a job description, policies and other miscellaneous information. The new employee shall be directed to Joint Administrative Services to complete the necessary Federal and State tax forms and to obtain information on employee benefits.

2. The Immigration Reform and Control Act of 1986, makes it illegal for employers to employ anyone who is not authorized to work in the United States. All new employees are required to provide documents establishing their identity and authorization to work in the United States. A menu of approved documents is listed on Form I-9 (Employment Eligibility Verification), which must be completed by all new employees and verified by a representative of the County. Failure to provide the required documents within three (3) days of employment may result in automatic termination.
3. The Agency Personnel Administrator or designee will provide additional information to the new employee, including but not limited to:
 - a. Work standards and regulations
 - b. Hours of work, timesheets, leave requests
 - c. Duties of the position
 - d. Safety rules and procedures, location of safety or protective equipment
 - e. Tour of the work area, including location of equipment, supplies, etc.
 - f. Introduction to co-workers
 - g. Schedule for lunch and breaks
 - h. When and whom to report absence from work
 - i. Who is responsible for performance planning and evaluations

2.5 Employment Categories

All employees at the time of hiring shall be designated as either casual, part-time, regular full-time, regular part-time, seasonal, temporary.

Employees will be designated as salaried or hourly.

Employees in the following categories have no right of appeal through the grievance procedure: casual, part-time, seasonal, temporary.

Casual Employees are part-time employees with no fixed work schedule.

Part-time Employees are employees regularly scheduled to work an average of 24 hours per week.

Regular Full-Time Employees are selected to fill positions in the County that normally work a 40-hour week on a year-round basis.

Some regular full-time positions involve non-standard work hours to insure continuous operation.

Regular full-time employees receive full benefits, including retirement, group life, health insurance, sick leave, annual leave, military leave, paid holidays, and voluntary payroll deductions.

Regular Part-time Employees are hired when the employee's services are only needed for a part of a workday or workweek, and generally will work 25 or fewer hours per week.

Seasonal Employees are employed in a position generally for a length of time that normally will not exceed 120 days a year. This position may be either part-time or full-time and the employee does not receive County benefits. Employees in this category may be dismissed at any time and have no right of appeal through the grievance procedure.

Temporary Employees are selected to fill a position having a short or fixed term to accomplish a specific project or projects. This position may be either part-time or full-time and usually is for duration of less than one year. Temporary employees are not eligible for County benefits. Employees in this category may be dismissed at any time and have no right of appeal through the grievance procedure.

2.6 Employment Status

All positions shall be designated as either 'exempt' or 'non-exempt'.

Exempt Status will include employees classified as executive, administrative, or professional employees and other exempt classifications in accordance with the Fair Labor Standards Act and applicable regulations of the United States Department of Labor.

Non-Exempt Status will include employees not falling into one of the exempt categories as defined under the Fair labor Standards Act.

All non-exempt employees shall be eligible for overtime pay or compensatory time as defined by, and in accordance with, the Fair Labor Standards Act and applicable regulations of the United States Department of Labor.

2.7 Personnel Files

It is the County's objective to maintain complete and accurate personnel files on all full-time, part-time, temporary, and seasonal employees. These records are confidential; therefore, access is limited to the appropriate personnel.

All confidential information will be kept separately to comply with HIPAA regulations.

Agency Personnel Administrator shall maintain the County's official personnel records for all Clarke County employees employed by the agency. These personnel records include information

and official records to document employee's employment history with the County as well as information required to make these personnel rules effective.

The Personnel File will contain information such as, but not limited to:

- Completed application for employment
- Interview records
- Personnel Action forms
- Performance reviews
- Discipline records
- Training records
- Any polices that the employee had to review and sign.

It is the intent of the County to safeguard each employee's personal information in accordance with appropriate laws and regulations.

Benefit enrollment forms and like financial information shall be maintained by the Clarke County Joint Administrative Services Department.

An employee has the right to review his personnel record maintained by the Agency Personnel Administrator during normal County work hours by scheduling an appointment. The Agency Personnel Administrator or designee will be present while an employee is reviewing the contents of the file.

If the employee finds information that he believes is inaccurate, the employee may request in writing that this be changed or purged appropriately.

In addition, should an employee disagree with information in his official personnel record, he is encouraged to write a rebuttal for inclusion in his personnel record.

An employee is also encouraged to provide information (for example, letters of commendation or certifications) to the Agency Personnel Administrator for inclusion in his personnel record.

Purging of any information in the official personnel record may be done only with the approval of the Agency Personnel Administrator.

Department heads and supervisors may review the personnel record of any employee or prospective employee under their supervision by contacting the Agency Personnel Administrator.

Personnel files and the contents of the file are the property of Clarke County.

Chapter 3 Compensation

3.1 Position Classification and Pay Plan

County Administration is responsible for the administration of the Position Classification and Pay Plan. It is responsible to ensure that the plan is administered in a fair and equitable basis. Any situations that do not appear to be in accordance with the plan should be brought to the County Administrator's attention.

3.1.1 Interpretation

County Administration shall be responsible for applying the Position Classification and Pay Plan with respect to issues not specifically covered by the plan using the policies expressed herein as a guide.

3.1.2 Review and Revisions

Department heads shall be responsible for bringing to the attention of the County Administrator any substantial change in duties, responsibilities, or other factors affecting the classification of any position in their respective departments.

Upon receipt of such information, the County Administrator shall review the position and determine if the classification should be changed.

Agency Personnel Administrators should annually review agency job descriptions.

Plan Review:

The County Administrator, upon request of the Agency Personnel Administrator, shall review the Position Classification and Pay Plan for adequacy prior to the submission of the annual budget to the County Board of Supervisors.

In conducting the review, consideration shall be given to current cost of living and the County's financial position.

Based on the findings, the County Administrator may recommend revisions in the plan to the County Board of Supervisors.

3.1.3 Classifications

All full time regular County positions, with the exception of the County Administrator and Constitutional Officers, are included in the Position Classification and Pay Plan.

All regular positions in the County are grouped together into classifications.

Each position in the County is classified according to the type of work and the amount of responsibility in the position.

Similar positions with like duties and responsibilities are placed in the same pay grade.

Each position has an established pay grade and a specification describing the duties and qualifications of the position.

3.1.4 Classification of New Positions

To establish a new position in the County, the appropriate department head shall prepare a new personnel request form and a job description for the proposed position with the assistance of its Agency Personnel Administrator. The final draft should be submitted to the County Administrator for review and approval.

If the County Administrator approves the establishment of the new position, it shall be allocated to one of the classes in the Position Classification and Pay Plan. In the event a suitable class does not exist, the County Administrator shall establish a new position classification and assign an appropriate pay grade to the class.

The proposed position would be presented to the Personnel Committee of the Board of Supervisors for approval. With the approval of the Personnel Committee, the proposed position would be presented to the full Board of Supervisors for final approval.

3.1.5 Appeals and Reclassification

A request may be made to the County Administrator to review the position classification.

- Such requests shall be submitted, in writing, through the Agency Personnel Administrator.
- All requests for review of classification shall contain a statement of justification.
- The County Administrator's decision regarding classification shall be final.

An employee whose position is:

- Reclassified upward may receive ten (10) percent above the present salary, or the minimum of the new grade, whichever is higher.
- However, the employee will not be eligible to receive salary increases other than across the board pay level revisions or adjustments to that particular grade due to market adjustments for one year from the date of classification.

3.1.6 New Employees

A new employee of the County shall normally be paid the minimum rate of pay for the grade.

A new employee with unusual experience may be paid within the grade, commensurate with the performance capability associated with the experience.

Any rate paid to a new employee above the minimum for the classification requires a written description of the experience justifying the rate paid and written approval of the Agency Personnel Administrator.

3.1.7 Job Descriptions

All positions listed on the Position Classification Plan will have an associated job description.

Job descriptions will be reviewed, as necessary, by the supervisor and employee, on an annual basis at the time of the annual performance evaluation.

The Department Head will give any suggested revisions to Agency Personnel Administrator.

County Administration will update the job description and give to the County Administrator for approval.

Job descriptions may be updated more often as duties and responsibilities change.

The employee shall be given a copy of his/her respective job description.

County Administration will keep the official copy of all job descriptions.

3.2 Pay Policies

It is the policy and practice of Clarke County to accurately compensate employees and to do so in compliance with all applicable state and federal laws.

3.2.1 Payday Frequency Requirements

Employees will be paid monthly.

3.2.2 Working Hours

Forty (40) hours shall be the normal workweek for payroll calculations.

The workweek is defined as seven (7) consecutive 24-hour periods beginning on Sunday and ending on Saturday with a day beginning at 12:00 A.M.

All employees of the County shall be required to observe all practices relating to hours of work, safe working requirements and lunch periods. It is, therefore, fair for the County to expect the time paid for to be time worked, with due regard for health and safety.

Exception: Public Safety Personnel may be assigned different work works and pay periods in accordance with State and Federal law.

3.2.3 Record of Time Worked

Time records for all employees shall be retained according to schedule by the Agency Personnel Administrator.

Time records for all employees are required to be maintained on a monthly basis. *Note: Some departments/employees may use daily/alternate time records.*

All employees are required to submit their time record to their supervisors / department head for approval.

The department head is required to submit the department's time records to the Agency Personnel Administrator for all employees.

Time records for hourly employees must also be forwarded to Payroll for processing.

Failure to provide record may cause delays.

3.2.4 Garnishments, Tax Liens and Court Orders

Clarke County is obligated by federal and state law to withhold money from an employee's paycheck for child support, unpaid student loans, unpaid medical bills, unpaid taxes or any other judgment ordered by the Court. An additional fee shall be charged as provided by law.

3.2.5 Overtime and Compensatory Time

Non-exempt

All non-exempt employees will be compensated for overtime in accordance with the U.S. Fair Labor Standards Act or applicable State Statutes.

Overtime compensation will be paid at the rate of time and one-half for every scheduled hour of actual work over 40 hours.

Compensatory time will be accrued at the rate of one and one-half hour for every hour in excess of 40 hours worked in the event unscheduled overtime is authorized.

Compensatory time is to be used or compensated within the fiscal year it is earned. At the discretion of the Agency Personnel Administrator, accumulated compensatory hours may be paid down with greater frequency.

At the employees written request, no more than 80 hours of compensatory time can be carried forward to the next fiscal year.

At no time shall compensatory time exceed 240 hours.

All overtime must be approved by the Agency Personnel Administrator.

Exempt

Exempt employees are not paid overtime for work in excess of 40 hours.

Exempt employees are expected to manage schedules, staff, and workload such that the departmental objectives are met.

Exempt employees must use leave for any absence of eight hours or more.

Agency Personnel Administrators who determine that specific exempt employees are subject to unreasonable and/or duties that would be otherwise non-exempt, may provide supplemental compensation at a rate not exceeding time and one-half for those hours deemed unreasonable or non-exempt.

3.3 Employee Transfers

Employees may be transferred, either voluntarily or otherwise, from one job to another and from one location to another as may be required in order to meet the needs of the organization.

Every effort will be made to minimize personal hardships in the event of job reassignment or transfer.

The Agency Personnel Administrator retains complete discretion to determine both the location and place for the conduct of business and the assignments to each employee consistent with the employee's job specifications.

Reasons for transfers may include fluctuations in workloads and production flows, increased career opportunities, emergency requirements, and implementation of governmental mandates, health considerations, and personal preference.

3.3.1 Temporary Transfers

Temporary transfers may occur as job requirements may dictate.

Usually temporary transfers will not last longer than three (3) months, but may be extended an additional three (3) months with the approval of the Agency Personnel Administrator.

3.3.2 Employee Transfer Request

The County encourages existing County employees to seek out and apply for transfers, especially where said transfers result in promotions and upward mobility of employees.

The County will entertain a transfer at the employee's request if such action is consistent with the requirements of the County and such transfer does not disrupt the orderly and acceptable conduct of business.

A transfer to a new position within the same classification may occur, at the request of the employee, after that employee has held his current position for at least six months and has performed in a satisfactory manner.

3.3.3 Transfer Training Period

During an initial training period, transferred employees will be evaluated to determine the employees' suitability to the new position.

If it is determined that the employee is not suited for the new position, the employee may be subject to reassignment to another available position or terminated.

3.3.4 Compensation of Transferred Employees

Pay for transferred employees will be handled as follows:

- A. Employees transferred to a job within the same salary grade will continue to receive their existing rate of pay.
- B. Employees transferring at their request to a job at a lower grade may be paid within the pay grade of the new position, commencing with the start of the new job. The earning potential for the new grade will be lower, therefore limiting the earning potential.
- C. Employees transferring to a job with a higher grade will get the minimum of that grade. It will be at the discretion of the County Administrator to give the whole increase at once or to gradually increase the employee over the span of a specific time period. This may be done if the employee is increasing several grades.

Chapter 4 Paid Time Off and Other Absences

4.1 Holidays

Clarke County observes legal holidays established by State law and any other such days as may be designated by the Governor of the Commonwealth, the President of the United States and/or the Board of Supervisors.

The following holidays are authorized to be observed each year; however, the County will follow the State or federal government if additional holidays are approved by the Governor or the President of the United States after publication of the County's annual list of observed holidays.

1. New Year's Day (First day of January)
2. Lee-Jackson Day (Friday preceding the third Monday in January)
3. Martin Luther King Day (Third Monday in January)
4. Presidents Day (Third Monday in February)
5. Memorial Day (Last Monday in May)
6. Independence Day (4th of July)
7. Labor Day (First Monday in September)
8. Columbus Day and Yorktown Victory Day (Second Monday in October)
9. Veterans Day (11th of November)
10. Thanksgiving Day (Fourth Thursday in November)
11. The day after Thanksgiving (the Friday next following the fourth Thursday)
12. Christmas Day (25th of December)

Whenever any of such days falls on Saturday, the Friday next preceding such day, or whenever any of such days falls on Sunday, the Monday next following such day, and any day so appointed by the Governor of the Commonwealth or the President of the United States, shall be a legal holiday as to the transaction of all business.

4.1.1 Eligibility for Holiday Pay

Full-time employees shall be eligible for holiday pay from date of hire.

Permanent, part-time, hourly employees working an average of 24 hours per week shall be eligible for holiday pay after three (3) years continuous service.

4.2 Sick Leave

Clarke County recognizes the importance of providing quality benefits for its employees. All sick leave absences will be charged against the number of days earned or the employee's accumulated sick leave balance. Additional time off for sickness will be granted in accordance with the Family and Medical Leave Act.

VRS Plan Definitions

- VRS Plan 1: You are in VRS Plan 1 if your membership date is before July 1, 2010, and you were vested as of January 1, 2013. Members who are eligible for an optional retirement plan (ORP) and have prior service under VRS Plan 1 are not eligible to elect the Hybrid Retirement Plan and will select VRS Plan 1 or ORP.
- VRS Plan 2: You are in VRS Plan 2 if your membership date is from July 1, 2010, to December 31, 2013, or your membership date is before July 1, 2010, and you were not vested as of January 1, 2013. Members who are eligible for an optional retirement plan (ORP) and have prior service under VRS Plan 2 are not eligible to elect the Hybrid Retirement Plan and will select VRS Plan 2 or ORP.
- VRS Hybrid: You are in the Hybrid Retirement Plan if your membership date is on or after January 1, 2014 or members in VRS Plan 1 or VRS Plan 2, who elected to opt into the plan during the special election window in 2014.

4.2.1 Excused Absences

Under the sick leave plan, absences for the following reasons are acceptable:

- Absence due to personal illness and/or quarantine.
 - o In cases of excessive use of sick leave, the Agency Personnel Administrator reserves the right to request a doctor's certificate.
 - o Excessive is defined as:
 - Five [5] days or more of consecutive leave
 - Frequent intermittent use of leave
 - Questionable patterns of use.
- Absences due to illness in the immediate family requiring the attention of the employee.
- Absences due to medical or dental appointments.
- For sick leave purposes the "immediate family" is defined to include natural parents, foster parents, step-mother, step-father, wife, husband, children, brother, sister, daughter-in-law,

son-in-law, father-in-law, mother-in-law, sister-in-law, brother-in-law, grandparents, grandchildren, or any person who permanently resides on a continuing basis without interruption in the household of the employee.

4.2.2 Unexcused Absences or Abuse

In the event that an employee entitled to acquire and utilize sick leave is found to have used it for other than the allowable purposes identified under Excused Absences, then the employee's regular salary shall be reduced by an amount equal to the full salary for time taken, as well as such other disciplinary action the Agency Personnel Administrator deems appropriate, up to and including dismissal.

4.2.3 Donation of Sick Leave

A sick leave donation policy is hereby established by which Clarke County personnel may donate sick leave days to other personnel within the division. This policy is established in accordance with Policy GCBE Family and Medical Leave and shall pertain to the situations described in that policy.

The regulations governing the program are as follows:

- Personnel wishing to donate sick leave must complete the "Clarke County Leave Donation Form" and submit it their respective Agency Personnel Administrator.
- Requests for approval of the donation of sick leave shall be limited to situations in which an employee has used up all of his/her own compensated leave and another employee or employees agree to donate sick leave to him/her.
- The maximum number of hours for any combination of donations to any one employee is 80 hours per year. If an employee returns to work prior to the use of the additional donated hours, those donated hours will be retained by the receiving employee for future use.
- In the case of an extreme extenuating circumstance (hardship), the Agency Personnel Administrator may at his/her discretion grant an exception to the 80-hour maximum.

4.2.4 Accumulation

Plan 1 and 2

- A. Only employees under the VRS Plan 1 and 2 are eligible.
- B. Full-time personnel earn twelve [12] hours of sick leave per month of employment. Permanent, part-time, hourly employees working an average of 24 hours per week

are eligible for prorated sick leave.

- C. Leave will be posted on a monthly basis.
- D. Sick leave days shall be earned and credited as long as an employee is in a paid status. Unpaid FMLA and workers' compensation are not considered paid status for the purpose of earning sick leave.
- E. Sick leave may accumulate from year to year with no maximum accumulation.
- F. Upon termination, accumulated sick leave days shall be compensated as follows:
 - Employees must have worked for ten (10) continuous years for Clarke County.
 - Employees will be compensated at a rate of \$30.00 per day for accumulated (unused) sick leave up to a maximum of two hundred days.
 - A lump sum payment will be made upon termination for employees meeting the longevity requirement above.

Hybrid

- A. Sick leave is accumulated at twelve [12] hours per month for full-time employees.
- B. Only employees under the VRS Hybrid Plan are eligible.
- C. Leave will be posted on a monthly basis.
- D. Sick leave days shall be earned and credited as long as an employee is in a paid status. Unpaid FMLA and workers' compensation are not considered paid status for the purpose of earning sick leave.
- E. Sick leave may accumulate from year to year with a maximum accumulation of 90 days.
- G. Upon termination, accumulated sick leave days shall be compensated as follows:
 - Employees must have worked for ten (10) continuous years for Clarke County.
 - Employees will be compensated at a rate of \$30.00 per day for accumulated (unused) sick leave up to a maximum of ninety (90) days (8-hour days).

- A lump sum payment will be made upon termination for employees meeting the longevity requirement above.

4.2.5 VRS Hybrid Employees Short-term Disability Benefits

A. General

- VRS Hybrid Retirement Plan employees are provided a short-term disability benefit (STDB).
- Clarke County General Government has contracted with a third-party insurer to provide this benefit. Therefore, all eligibility requirements are dictated by the insurer.
- The insurer requires that the employee must be a VRS Hybrid Retirement Plan member for a waiting period of one year before being eligible for STDB. (The eligibility waiting period of one year is waived for work-related claims.)
- The benefit elimination period is waived for catastrophic or chronic conditions.
- STDB is provided to a hybrid employee during a sickness/disability.

B. Elimination Period

Once the employee has been deemed eligible for STDB, a benefit elimination period of seven calendar days must be satisfied before benefits are payable.

The required workdays during the benefit elimination period must be covered by the employee's paid sick leave (or other paid leave) or leave without pay.

Once the employee reaches Day 8 of the absence, the employee must report the absence to the insurer.

C. Compensation Benefit

The compensation benefit payable during the STDB absence is based on continuous months of service and will provide partial or full income replacement for a maximum of 125 days. Compensation is paid directly to the employee by the locality.

- If an employee works more than 20 hours during the benefit elimination period, a new benefit elimination period must be met before STDB begin.

The VRS Hybrid Retirement Plan employee will be permitted to supplement his/her income of less than 100 percent compensation by utilizing his/her earned sick and other paid leave balance to offset the difference in pay.

- The amount deducted to supplement the per diem rate will not exceed the full per diem rate of the pre-disability wage.

D. Long-term Disability

VRS Hybrid Retirement Plan employees are also provided a long-term disability (LTD) benefit that will begin upon the expiration of the maximum period of 125 days for which the employee receives STDB.

E. Employee Status During Short-term Disability

During the STDB absence, employees will remain “active” and all benefits will remain in force.

Employees must cooperate and adhere to all guidelines and requirements during the absence.

4.3 Personal Leave

Personal leave is granted in the amount of 24 hours per year. At the end of each calendar year, any unused personal leave is automatically converted to sick leave.

The use of personal leave to extend annual leave or holiday is highly discouraged.

Approval of absences from duty must be approved by the immediate supervisor prior to the use of personal leave.

4.4 Annual Leave

Full-time employees will accrue annual leave monthly up to the maximums shown below.

At the end of each calendar year, any unused annual leave beyond the maximum is automatically converted to sick leave unless scheduled leave has been revoked. In case of carry over, the employee must take the leave in the following year.

Any annual leave balance at the time of employment termination will be dealt with as specified herein.

<i>Employee Status</i>	<i>Years of Continuous Service</i>	<i>Monthly Accrual</i>	<i>Maximum Accrual</i>
Full-time	0-4 Years	12 hours	240 hours

	5-9 Years	14 hours	240 Hours
	10 + Years	16 hours	240 Hours
Permanent Part-time Working an Average 24 Hours Per Week	All Years	8 hours	240 Hours

4.5 Bereavement Leave

Clarke recognizes that the death of a family member can have a significant impact on an employee's ability to perform their duties. Bereavement leave will be authorized under the provisions of this policy in order to help our employees deal with the loss of a family member.

Bereavement leave is a form of administrative leave approved by the Agency Personnel Administrator. This leave is only used in conjunction with an employee's absence from work due to the death of a family member.

Bereavement leave is administrative in nature; therefore, employees do not accrue it or carry a balance.

Bereavement leave is not authorized for the death of a pet.

Eligibility for use: Only full-time employees are eligible to request and be authorized to use paid bereavement leave.

Frequency and duration: There is no limit on the number of times during a year that an employee may request bereavement leave. There is a limit on the number of bereavement leave days an employee may be authorized to take for each occurrence of the death of a family member.

An employee may use up to five (5) eight-hour days for the death of the employee's spouse/partner, child, step – child, foster child, parent, or step – parent, sister, brother, grandchild, grandparent, father/mother – in – law, brother/sister – in – law, permanent member of the employee's household, or a person whom the employee is the sole financial support. This category may also include individuals that are not related to the employee by blood or marriage.

An employee may utilize other accrued leave from their designated/identified personal leave account to take additional days beyond that provided for above.

4.6 Leave for Court Appearances

4.6.1 Jury Duty

Employees called for jury duty may be absent without loss of pay subject to verification of actual days served (verification to be provided by the Clerk of Court). However, if the employee is paid by the court system for jury duty, the employee forfeits their pay from Clarke County.

4.6.2 Subpoenas

Employees subpoenaed as court witnesses in relation to employment with Clarke County may be absent without loss of pay provided that a copy of the subpoena shall be transmitted to the Agency Personnel Administrator.

If an employee is subpoenaed for any court action not related to employment with Clarke County, that employee may be absent without loss of pay provided the employee uses personal leave.

4.7 Military Leave

Pursuant to Section 44-93 of the Code of Virginia, 1950, as amended, all employees of the County who are former members of the armed services or members of the organized reserve forces of any of the armed services of the United States, National Guard or naval militia shall be entitled to military leave in accordance with United States Government regulations, without loss of seniority, accrued leave or efficiency rating, on all days during which they are engaged in federally funded military duty, to include training duty or when called forth by the Governor.

There shall be no loss of pay for up to fifteen workdays during such leaves of absence; and when relieved from such duty, they shall be restored to positions held by them when ordered to duty as described under the "Uniformed Services Employment and Reemployment Rights Act of 1994."

The employee will be paid the higher of the County salary or the Military salary.

4.8 Leave Without Pay

Agency Personnel Administrator may grant regular employees leave without pay for a reasonable purpose.

Extended Leave of Absence Without Pay:

Requests for extended leave of absence without pay must be approved by the Agency Personnel Administrator.

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Employees on approved extended leave of absence do not accrue annual leave and sick leave credits.

An approved leave of absence without pay is not considered a break in service.

The County will continue to pay the group insurance premiums through the Virginia Retirement System for employees on extended leave of absence without pay in the same manner as it does for employees in pay status.

The employee will be responsible for paying his/her portion of the group health coverage if applicable.

It shall be the responsibility of the Agency Personnel Administrator to provide notice of leave without pay status to the Payroll Department.

4.9 Administrative Leave

An employee may be placed on administrative leave by their Department Head (with authorization of the Agency Personnel Administrator) when it is in the best interest of the County to remove the employee from the worksite.

The employee may be placed on administrative leave during an investigation.

The employee will stay on administrative leave as deemed necessary by the Agency Personnel Administrator.

The employee will be paid his/her full salary for the duration of the leave.

Time designated as administrative leave with pay will not be charged to the employee's paid leave.

4.10 Volunteer Fire and Rescue Calls

With permission from their immediate supervisor, employees who volunteer and are members of a Board recognized Clarke County fire department or rescue squad may be permitted to leave their jobsite when required to respond to an emergency call.

4.11 Voting and Elections

Clarke County encourages its employees to vote, as well as participate in the election process.

An employee of the County may serve as an Election Official if they:

- Are a qualified voter of the Commonwealth of Virginia.
- Agree to represent a recognized political party.
- Do not hold an elective office.
- Are not a deputy and/or employee of an elected official.
- Obtained approval of their supervisor.

The employee will not be required to use annual leave or compensatory time for the time missed from work.

4.12 Pay Upon Termination

4.12.1 General

Clarke County will compensate employees for annual and sick leave held in their personal accounts on their termination of employment as described below.

For the purposes of this policy, retirement through the Virginia Retirement System is treated as termination.

4.12.2 Full-time employees Plan 1 and 2

Accumulated sick leave days as follows:

Employees must have worked for ten (10) continuous years for Clarke County.

Employees will be compensated at a rate of \$30.00 per day for accumulated (unused) sick leave up to a maximum of 200 days.

A lump sum payment will be made upon termination for employee meeting the longevity requirement above.

Accumulated annual leave days as follows:

Employees earning annual leave will receive payment for earned, accumulated, unused annual leave days up to a maximum of 240 hours.

The rate of pay will be at the employee's hourly rate at the time of termination or retirement.

4.12.3 Hybrid employees

Accumulated sick leave days as follows:

Employees must have worked for ten (10) continuous years for Clarke County.

Employees will be compensated at a rate of \$30.00 per day for accumulated (unused) sick leave up to a maximum of 90 days.

A lump sum payment will be made upon termination for employee meeting the longevity requirement above.

Accumulated annual leave days as follows:

Employees earning annual leave will receive payment for earned, accumulated, unused annual leave days up to a maximum of 240 hours.

The rate of pay will be at the employee's hourly rate at the time of termination or retirement.

4.12.4 Part-time employees Plan 1 and 2

Accumulated sick leave days as follows:

Employees must have worked for ten (10) continuous years.

Employees will be compensated at a rate of \$10 per day for accumulated (unused) sick leave up to a maximum of 200 days.

A lump sum payment will be made upon termination.

Accumulated annual leave days as follows:

Employees earning annual leave will receive payment for earned, accumulated, unused annual leave days up to a maximum of 240 hours.

The rate of pay will be at the employee's hourly rate at the time of termination or retirement.

Chapter 5 Employee Responsibilities

5.1 Standards of Conduct and Performance

Clarke County has established Standards of Conduct, rules of personal conduct and standards of acceptable work performance for its employees. Violation of the established rules and/or unacceptable work performance may result in the imposition of corrective action. Such action is designed, and is to be used, as a corrective measure and shall not be based on an employee's race, color, religion, national origin, marital status, political affiliation, disability, sex or age.

The Standards of Conduct in this policy are designed to protect the well-being and rights of all employees to assure safe, efficient County operations; and to assure compliance with public law.

The Standards serve to:

1. Establish a fair and objective process for correcting or treating unacceptable conduct or work performance;
2. Distinguish between less serious and more serious actions of misconduct, and provide corrective action accordingly, and;
3. Limit corrective action to employee conduct occurring only when employees are at work or when otherwise representing the County in an official or work-related capacity, or where the conduct is otherwise work related.

The Standards of Conduct listed in this policy are intended to be illustrative but not all-inclusive. Accordingly, any action, even if not specifically listed in the policy, that in the judgment of the Department Head or Agency Personnel Administrator seriously undermines the effectiveness of the County activities or the employee's performance shall be treated consistent with the provisions of this policy.

5.1.1 Standards of Conduct

- A. The effective operation of the County requires that all public officials and the employees be independent, impartial and responsible to the citizens.
- B. Decisions and policy will be made through the proper channels of our government.
- C. The employees of Clarke County will maintain ethical conduct by setting forth actions that are compatible with the best interests of the County.
- D. No employee shall grant special consideration, treatment or an advantage to a citizen, or employee, which is not available to any other citizen or employee.
- E. Employees are expected to maintain timely and regular attendance at work.

- F. Employees are expected to meet established performance standards. Conditions or circumstances, as they become known, which will prevent employees from performing effectively or from completing their assigned tasks should be reported to the supervisor.

5.2 Secondary Employment

Employment with the County is primary.

In order to minimize the potential for conflict of interest, the County discourages any secondary employment.

Any employee seeking secondary employment shall discuss this with his/her immediate supervisor and obtain approval prior to accepting a position outside of County employment.

In the event that the secondary employment interferes with the employee's performance, attendance or ability to do his/her job, the employee may be asked to discontinue dual employment.

Employees who have secondary employment at the time of hire must notify their immediate supervisor and the Agency Personnel Administrator of this.

5.3 Conflict of Interest

As provided in The Virginia Conflict of Interests Act, Sections 2.2-1300 et seq, Code of Virginia, 1950, as amended, no employee of the County shall engage in any financial or other interest which might impact the performance of his/her duties.

Employees shall not, without proper authorization, disclose confidential information concerning Clarke County.

Employees shall not accept any gift or favor from a citizen, corporation, or firm that is intended to influence his/her decision or discharge of his/her duties. Any de minimus gift must be disclosed to the Agency Personnel Administrator.

Employees shall not represent private interests before the interests of the County, unless he/she is doing so as a member of a civic organization or is speaking on an issue of general public interest.

5.4 Attendance

Every employee is expected to be on the job during all hours assigned. Excessive absences or tardiness may lead to disciplinary action, up to and including termination.

All employees shall, in the event of a sick leave absence, notify his/her immediate supervisor as soon as possible or at least two hour prior to shift time. When requesting leave or reporting an absence, the employee must contact the supervisor or designee. Failure to notify a sick leave absence, as required, may subject the employee to disciplinary action.

5.5 Use of Computer Systems, Internet and Phones

Computer and networking systems, including e-mail, internet and all other County resources and equipment are considered County property.

The use of these systems, networks and equipment is limited to business purposes only, except as specifically set forth below.

Infrequent and very limited use of County telephones for brief local calls or short local faxes generally is permitted so long as it does not interfere with performance of the employee's duties, is consistent with all other County policies, is not disruptive to the County, and is not potentially disruptive or offensive to others.

Use of all other County resources, such as long distance telephone service, postal and shipping service, copiers, long-distance faxes, vehicles, equipment and/or office supplies and materials for any non-business purposes is generally not permitted, and may only be used with prior management approval as set forth below.

Use of computers and computer systems and networks for personal/professional development or continuing education reasons is permitted only where approved by management in advance. Please note, however, that such approved personal use of County computers may be considered a taxable fringe benefit.

5.5.1 Incidental Use

During or after normal working hours, employees may occasionally wish to access the Internet for non- work-related purposes, just as they might currently browse a newspaper in the County lobby or make occasional, short, non-work-related local telephone calls. The County recognizes that its employees have busy lives and long workdays and that this sometimes warrants such infrequent and limited personal use of the County's computers to access e-mail or the Internet for non-business purposes. Such infrequent and limited non-business use is generally permissible (subject to the restrictions below) so long as it does not interfere with the performance of the employee's duties, is consistent with all other County policies, is not

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disruptive to the County, and is not disruptive or potentially offensive to others. If an employee has any doubts about the meaning of infrequent and limited, he or she should consult his or her immediate supervisor or the Agency Personnel Administrator.

The County reserves the right to block and/or monitor Internet access to any sites that the County deems to be offensive or undesirable. In addition, employees found to be visiting sites that are not blocked but are subsequently found to be offensive are subject to review and possible disciplinary action. These offensive sites include, but are not limited to, sites focusing on pornography, violence, hate groups, games, and similarly objectionable material of no business relevance.

The County strives to maintain a productive, efficient workplace free of harassment of any type. The County therefore prohibits any use of its telephone systems, fax systems, computer systems and networks, e-mail, or the Internet that is disruptive and potentially offensive to others. The display or transmission of sexually explicit images, messages, or cartoons is prohibited. This also includes but is not limited to ethnic slurs, racial or sexual comments, off-color jokes, vulgarities, obscenities; or anything that may be construed as harassment, discrimination, or which is disrespectful of others.

Individuals should refrain from using computer systems, e-mail and the Internet for personal reasons except as permitted under this policy.

E-mail should be used no differently from County letterhead. All e-mail communications are considered County documents and are subject to subpoena. All e-mail correspondence should be complete and accurate in content. E-mail may not be used to solicit others for commercial ventures, religious or political causes, outside organizations or other non-business matters. Users of e-mail cannot assume privacy of the transmission. Users of e-mail and all other computer or internet resources waive any right to privacy in these communications and consent to the access and disclosure by authorized County employees. The County reserves the right to read and preserve the contents of e-mail and all other computer or internet communications, including contents of all files or messages created, transmitted, or stored using County resources.

5.5.2 Use of Licensed Software

The County purchases and licenses the use of various computer software for business purposes and does not own the copyright to this software.

Employees may only use software on County networks according to the software license agreement. County policy prohibits the illegal duplication of software and its related documentation.

The County maintains and supports hardware, software and network services for business use. Employees should use only the software and hardware provided. County policy prohibits

the loading of files and software or the altering of software setup and configuration without authorization from the systems administrator.

Some licenses allow for use of software by an individual on the computer in his or her office and on his/ her home or portable computer, provided that only one copy of the software is in use at a time. But not all vendors allow such copying. Employees should use the software only in accordance with the terms of the license agreement. Before you make a copy of software applications for use on a computer other than your primary work computer, check with the systems administrator.

Likewise, software that employees have licensed for use on their home computers may not be appropriate or authorized for use on their computers at work. Installing software not authorized by the County on your work computer can cause system problems. "Shareware" or software acquired for use at home cannot be supported by the network systems administrator and could introduce viruses into the system. Use of non- authorized software on County computers is prohibited, and can lead to disruption of work.

Employees should notify their immediate supervisors, Information Systems, or the Agency Personnel Administrator upon learning of any violations of this policy. Employees who violate this policy will be subject to disciplinary action up to and including termination of employment.

5.6 County-Owned Vehicles

County employees are responsible for the proper use and care of County-owned vehicles used in their work.

Any defects noted by the employee should be reported to the immediate supervisor as soon as possible.

Vehicles are to be used as authorized.

5.6.1 Accidents Involving County-Owned Vehicles

Employees involved in any accident while driving a County-owned motor vehicle must:

- (a) Immediately call 911 for first aid assistance if it is necessary.
- (b) Notify the Sheriff's Office or other law enforcement agency if accident is outside of Clarke County.
- (c) Obtain the names and addresses of the other person(s) involved in the accident.
- (d) Obtain the names and addresses of all witnesses present.
- (e) As soon as possible, notify their Department Head of the accident. It is the Department Head's responsibility to notify the Agency Personnel Administrator of the accident.

5.7 Keys to Facilities

Employees will be issued keys by to the offices and/or buildings on an as needed basis.

The keys are considered County-owned property.

Only County Maintenance is authorized to duplicate key to ensure that an accurate record of key holders is maintained.

Report lost keys immediately. Lost keys compromise security and replacement can be costly.

Upon separation, employees shall return keys to the Agency Personnel Administration or their immediate supervisor for reassignment.

5.8 Harassment

The County's support of its Equal Employment Opportunity policy includes its commitment to prohibit harassment against employees because of sex, gender, race, color, religion, national origin, age, disability or any other class protected by law. This prohibition covers illegal harassment by anyone in the workplace including supervisors, co-workers and even nonemployees.

The County expects its employees to treat each other with respect and courtesy.

County employees have the right to be free from inappropriate comments, unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature, or based on a person's protected class, when submission to or rejection of this conduct explicitly or implicitly affects an individual's employment, unreasonably interferes with an individual's work performance, or when such conduct creates an intimidating, hostile or offensive work environment.

The County will not tolerate discrimination or harassment.

5.8.1 Procedure

The following procedure applies to any harassment complaint:

- a) Any employee who feels he/she has been discriminated against or harassed because of his/her sex, gender, race or for any other improper reason should report the matter immediately to his or her immediate supervisor or the Agency Personnel Administrator. The employee may inform any of these persons of the complaint. Thus, for example, if the

employee prefers not to report it to his or her supervisor, the employee should report it to the Agency Personnel Administrator.

- b) Employees should not assume that County management knows about the situation. Please inform your supervisor or the Agency Personnel Administrator promptly of your problem so that it may be addressed.
- c) Employees should report the situation before it becomes severe or pervasive.
- d) Such reports or complaints can be made without fear of retaliation.
- e) Once on notice of complaint, the County will investigate it in a prompt, thorough, and impartial manner. The County will ensure as much confidentiality as is possible. The County will not retaliate against anyone who provides information during the County's investigation.
- f) The County will take immediate and appropriate corrective action if it determines that harassment has occurred in violation of this policy. Such action may include the suspension or discharge of the offender.

If you have any questions regarding this policy, or need information on complaint procedures, we urge you to contact your Agency Personnel Administrator.

5.9 Drug Free Workplace

In compliance with the Drug Free Workplace Act of 1988, the County shall:

1. Publish a policy notifying employees of the County's drug prohibitions in the workplace and specify any actions that will be taken against employees for violations of such policy.
2. Notify employees who are subject to the County's drug and alcohol abuse policy, that as a condition of employment with the County the employee will:
 - a. Abide by the terms of the drug and alcohol policy, and
 - b. Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction.
3. Notify any contracting agency within ten (10) days after receiving actual notice of such conviction.
4. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program by any employee who is so convicted.

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5. Make a good faith effort to continue to maintain a drug free workplace through implementation of this program.

5.9.1 Inspection

Inspections and searches conducted under this policy shall be for the purpose of determining adherence to County policy, fitness for duty and appropriate discipline. Law enforcement personnel investigating criminal activity shall not conduct inspections or searches pursuant to this policy.

The County reserves the right to search County-owned property, including vehicles, structures, buildings, equipment, computer and other electronic communication systems, furniture, offices, desks, lockers, files, file cabinets and containers at any time and for any reason.

All County employees are therefore strongly encouraged to refrain from storing on or in County owned property any personal article (including personal correspondence) they wish to protect from inspection by County officials.

By accepting or continuing employment, each County employee is deemed to have consented to unannounced searches of his or her own work area upon request.

Searches of an employee's person, personal vehicle or personal containers such as vehicles, purses, brief cases or lunch pails will not be conducted without the employee's consent. However, an employee's refusal to consent to reasonable searches of his person, vehicle or personal containers while on County property may result in disciplinary action up to and including discharge.

5.9.2 Drug Policy

Clarke County has long been committed to a safe and healthful working environment for its employees. Additionally, we have an obligation to the general public to conduct our operations safely and efficiently.

With this commitment and obligation in mind, the County is reaffirming its rules prohibiting alcohol and drug abuse. The County is also reaffirming its willingness to assist employees with alcohol or drug related problems to find the appropriate treatment for rehabilitation and recovery. In accordance with our long-standing policy, this notice is to reemphasize to our employees (and employees of other companies and contractors) that the abuse of drugs and alcohol poses a serious threat to the safety of our employees and the County's operations and to the public. Accordingly, the use, possession, being under the influence or having a detectable presence of drugs or alcohol in one's system (except where expressly authorized) or manufacture, distribution or sale of such substances on County premises or on-the-job or

any off-the-job abuse of such substances which adversely affects an employee's job performance or other County interests is prohibited.

Drugs and alcohol include any substance with the potential to produce effects of intoxication and/or the potential to produce physical, mental, emotional or behavioral changes which could adversely affect an employee's ability to safely and efficiently perform his job and specifically include marijuana, cocaine, amphetamines, barbiturates, heroin, opium and phencyclidine. The term County premises in this notice is used in its broadest sense, and includes all land, property, buildings, structures, cars, trucks, and all other means of conveyance owned or leased by the County, or otherwise being utilized for County business. The term on-the-job includes paid and unpaid meal periods during the business day and paid and unpaid overtime.

Employees who have drug and/or alcohol abuse problems are encouraged to request assistance through community agencies. The County will take no disciplinary action against employees who voluntarily seek such assistance. The existence of, or employee participation in, an employee assistance program does not, however, relieve any employees from compliance with the terms of this notice or other applicable standards governing performance and conduct.

Employees who violate this Drug and Alcohol Free Workplace Policy will be subject to disciplinary action up to and including discharge and may be allowed to participate in approved treatment as an alternative to discharge.

Employees of independent contractors and temporary agency employees who violate this policy will not be allowed to perform additional services on behalf of the County.

To further insure safe and healthy working conditions, the County may request an employee to participate in drug or alcohol testing for justifiable reasons.

The County also reserves the right to take other justifiable measures including the inspection of all County premises and the personal property of employees on County premises in order to insure compliance with this policy.

Participation in such testing and inspection is voluntary, but employees who refuse shall be deemed in violation of this Policy and subject to termination of employment.

Contractor employees who refuse shall not be permitted to perform further work for the County.

All records and information obtained by the County regarding alcohol and drug testing and the results and treatment of employees for chemical dependency will be confidentially maintained by restricting access on a need to know basis to those designated by management.

Drug and Alcohol Policy and Regulations

A. Purpose

The County of Clarke recognizes that drug and alcohol abuse are serious problems across America. It is, therefore, the goal of the County to establish and maintain a safe and healthy drug and-alcohol-free workplace for its employees, and to protect the safety of the public by providing the highest quality of service.

The County is committed to assisting employees who may be experiencing problems with drugs or alcohol. Employees with such problems are encouraged to seek counseling or other treatment prior to disciplinary or performance action being taken. The County's desire to assist employees does not relieve the County of its responsibility to maintain a drug- and alcohol-free workplace. The use of alcohol, illegal drugs, or the misuse of prescription drugs is not acceptable in the County workplace. Such behavior seriously affects job performance and can create a danger to the public and co-workers. In addition, the use of illegal drugs is not acceptable at any time or place. The policy and regulations pertaining to a drug- and alcohol-free workplace must be followed by all County employees.

B. Policy and Regulations

1. The County of Clarke maintains a drug-and alcohol-free workplace for all of its employees. "Workplace" is defined in the Glossary of these Rules and Regulations.
2. Any drug or alcohol test that results in a "positive" reading will be subject to the County's Drug and Alcohol Policy and Regulations.
3. No employee shall unlawfully manufacture, distribute, dispense, possess, or use on or in the workplace any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, or any other controlled substance, as defined in Schedules I through V of Section 202 of the Controlled Substances Act (21 U.S.C. §812) and as further defined by the Code of Federal Regulation (21 CFR §§1300.11 through 1300.15).
4. As a condition of employment, each employee shall notify his supervisor of his conviction of any criminal drug law no later than five (5) days after such conviction.
5. As a condition of employment, each employee shall abide by the terms of the County's policy and regulations respecting a drug- and alcohol-free workplace.
6. The possession and/or consumption of alcohol and/or illegal drugs in the workplace are prohibited. This prohibition covers the entire period between the time when the employee initially reports to work to the time when the employee finally leaves work at the end of his shift inclusive of all breaks and meals.

7. Violation of this policy and regulations will result in appropriate disciplinary action up to and including termination.
8. For purposes of maintaining a workplace free of drugs and alcohol, the County of Clark reserves the right to search all County workplaces, as defined in the Glossary of these Rules and Regulations.
9. Employees who have separated from County employment as a result of a positive drug and/or alcohol test will not be entitled to re-employment except in certain circumstances as determined by the County Administrator, Director of Social Services or Constitutional Officer.
10. All employees are subject to reasonable suspension and post-accident drug and alcohol testing.

C. Drug Testing

1. Reasons for testing: Drug tests may be required in the following cases:
 - a. When an applicant for a County position, critical to the safety and security of employees or the public, has been given a conditional offer of employment subject to a negative drug test result.
 - b. When there is reasonable suspicion that a County employee, regardless of position, is under the influence of illegal drugs.
 - c. When a County employee has been authorized to return to work at the recommendation of the County's Medical Review Officer and the Agency Personnel Administrator after testing positive for drug use and after referral to appropriate counseling programs
 - d. When an employee has been referred to the Employee Assistance Program because he/she is seeking assistance due to drug use.
 - e. Commercial Driver's License Holders: As required by the Omnibus Transportation Employee Testing Act of 1991 and implementing regulations of the Office of Drug & Alcohol Policy & Compliance, and the Federal Highway Administration (49 CFR, Parts 40 and 382, et. al.) all employees and applicants who hold or are offered a position that requires a Commercial Driver's License (CDL) as a condition of employment and continued employment will be tested for drugs under the following conditions:
 - i. Pre-employment
 - ii. Random
 - iii. Post-accident:
 1. The employee receives a citation.
 2. A fatality or injury treated away from the scene has occurred.

3. One or more vehicles are towed.
4. The employee should be promptly tested for both drugs and alcohol (within 2 hours).
5. Reasonable suspicion.
6. Return to work after positive test and follow-up.

2. Refusal to Submit to Drug Test

Refusal by an employee to submit to a drug test immediately when requested will be considered a positive test result. A refusal is defined in 49 CFR Part 40 and includes, but is not limited to, failure to appear for testing for any reason, leaving the testing site without prior notice acceptable to the County, or failure to complete and sign an authorization and consent form.

5.10 Workplace Violence

Due to the increasing incidence of violent activities in the workplace, the County is implementing this policy to state our strong opposition to acts of aggression or violence in the workplace. This includes, but is not limited to, intimidating, threatening or hostile behaviors, physical abuse, vandalism, arson, sabotage, or use of weapons.

In addition, jokes or comments regarding violent events that further promote violent events will not be tolerated and may result in disciplinary action.

The purpose of this policy is to minimize the risk of personal injury to employees and others at work, and damage to County property.

It is our belief that through the steps outlined below we can identify stresses in the workplace early on and develop a risk-reducing violence prevention program. It is important that you become familiar with the provisions of this policy.

We wish to stress that the County does not expect you to become an expert in psychology or to physically subdue a threatening or violent individual. In fact, we discourage employees from engaging in a physical confrontation with a potentially violent individual. However, we do expect that you exercise reasonable judgment in identifying potentially dangerous situations. It is essential that all employees recognize that before any physical acts of violence occur, there often are behaviors exhibited by individuals engaging in such acts. Such behaviors include:

- Co-workers displaying overt resentment, anger and hostility;
- Co-workers making ominous threats like bad things are going to happen to a particular person or a catastrophic event might occur;

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- Co-workers whose work performance has deteriorated suddenly and/or significantly;
- Co-workers who display irresponsible, irrational or inappropriate behavior;
- Co-workers who brandish weapons in the workplace.

5.10.1 Prohibited Conduct

Threats, threatening language, or any other acts of aggression or violence made toward or by any County employees will not be tolerated.

For purposes of this policy, a threat includes any attempts to intimidate or instill fear in others, menacing gestures, flashing of concealed weapons, stalking, verbal or physical abuse, or other hostile, aggressive, injurious, and destructive actions undertaken for the purpose of domination or intimidation, where one may fear bodily injury.

County property covered by this policy includes, without limitation, all County owned or leased building and surrounding areas such as sidewalks, walkways, driveways, and parking lots. County vehicles are covered by this policy at all times regardless of whether or not they are located on County property.

The County reserves the right to conduct searches and inspections of employee's personal effects or County provided materials in situations meeting the definition of "reasonable-cause" and when a supervisor and the Agency Personnel Administrator agree on the "reasonable-cause" decision.

Illegal and/or unauthorized articles discovered or articles deemed to be dangerous weapons may be taken into custody and may be turned over to law enforcement representatives, as appropriate.

Any employee who refuses to submit to a search, or who is found in possession of prohibited or dangerous articles, will be subject to disciplinary action up to and including termination.

5.10.2 Threat Reporting Procedures

All potentially dangerous situations including threats should be reported to a supervisor or the Agency Personnel Administrator. The key is to report any incident involving conduct prohibited by this policy. Employees who feel they have been subjected to any of the behaviors listed above are required to immediately report the incident to a supervisor. Complaints will be treated seriously and will be investigated.

Employees who observe or have knowledge of any violation of this policy should immediately report it to management.

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All threats will be investigated. We will take appropriate action and look to employees for support of this policy.

Based upon findings, disciplinary action may be taken against the offender.

Employees are empowered to contact the proper law enforcement authorities without first advising the Agency Personnel Administrator (or simultaneously with informing above mentioned) if they believe an immediate safety threat exists.

5.11 Domestic Violence

In order to create a safe, productive workplace, Clarke County is committed to providing information, resources, and support for employees and management who are responding to domestic violence concerns.

Clarke County treats all employees fairly and will not discriminate against an employee in any employment actions because the employee is, or perceived to be, a victim of domestic violence.

To enable employees to seek assistance for domestic violence needs, it is encouraged that management respond to employees who are victims of domestic violence in an open minded manner. Respecting the employees' need for confidentiality whenever possible, we reserve the right to disclose limited information and take action when it is clearly necessary to protect the safety of Clarke County employees.

5.11.1 Education and Training

Clarke County believes that offering employees opportunities to increase their awareness of domestic violence helps to prevent and reduce the impact of domestic violence in the lives of our staff.

The County provides workplace educational and informational resources to employees whenever feasible.

5.11.2 Safety and Security

Clarke County will not tolerate any acts of threat or domestic violence against any employee while on County property or while conducting County business.

Employees who threaten, harass, or abuse any one either at the workplace or from the workplace, may be subject to disciplinary action, up to and including termination.

Employees who become aware of threats or acts of domestic violence that may occur or have occurred in the workplace must immediately inform their supervisor. In addition, employees

with Orders of Protection or restraining orders that reference the worksite, must provide their supervisor or Agency Personnel Administrator with a copy of the order.

5.11.3 Employees Who Commit Acts of Domestic Violence

An employee who is found guilty of committing an act of domestic violence in the workplace may be subject to disciplinary action, up to and including termination.

Further, if an employee is found using any County resources such as work time, workplace phones, fax machines, mail, electronic mail or any other means to commit an act of domestic violence may be subject to disciplinary action, up to and including termination.

5.12 Discipline

It is the policy of the County that all employees are expected to comply with the County's standards of behavior as set forth in these policies.

Any non-compliance with these standards must be remedied and can be subject to one or more disciplinary actions.

The supervisor or Agency Personnel Administrator shall consider the severity of the non-compliance and shall utilize the disciplinary action available in a progressive manner.

5.12.1 Progressive Discipline

In general, the County follows a progressive discipline approach. This will give most employees an opportunity to correct the problem before more serious disciplinary actions are taken.

In addition to the process outlined below, alternate strategies such as performance improvement plans, mediation, conflict resolution and demotions may be used on a case-by-case basis. These actions are to be utilized when it serves the County's best interest to resolve the problem in the least negative and most cost effective manner.

In the event it becomes necessary to take disciplinary action against an employee the supervisor shall have the following guidelines available:

- a. Discussion: Meet with and advise the employee of the nature of the problem and the action necessary to correct the situation. This action may be considered informative in nature and usually will not result in any entry in the employee's personnel file; however, the supervisor/Agency Personnel Administrator should document the conversation for reference.

- b. Warning: A verbal reprimand of the employee followed by a written entry in the personnel files indicating the actions taken.
- c. Written Notice: Issue a written reprimand to the employee advising him /her of facts involved and advising that such action is being recorded in the employee's personnel file.
- d. Suspension: Place the employee on leave with or without pay pending completion of any investigation, court action or other such matter that is deemed to be serious enough to warrant suspension. Employees suspended from work will not accrue or receive any employee benefits during their suspensions. Suspension shall not exceed thirty (30) working days.
- e. Termination: Terminate the employee from his/her employment. This should be a last resort when serious misconduct remains uncorrected or when initial misconduct is so significant that the employment must be terminated. In the event a supervisor recommends dismissal a complete review will be made by the Agency Personnel Administrator of the facts surrounding the request. If dismissal is warranted, the employee will be given a final notification form and an opportunity to respond.

5.12.2 Resignation with Pending Charges to Terminate

An employee who wishes to resign during the termination process may do so by submitting a letter of resignation to the Department Head / Agency Personnel Administrator. If the letter of resignation is accepted in lieu of termination, the letter of resignation will be placed in the employee's personnel file.

5.12.3 Appeal

Only employees subject to the grievance procedure who believe they have been improperly disciplined may use the grievance procedures set forth herein to have their views considered.

5.12.4 Notification

No disciplinary action that results in suspension or dismissal shall occur until the employee has been notified in writing by the supervisor or Agency Personnel Administrator.

5.12.5 List of Offenses Typically Addressed Through Progressive Discipline

Listed below are some of the infractions which are typically addressed through progressive discipline, however disciplinary action is not limited to the offenses listed. Please note that Clarke County reserves the right to determine the level of seriousness of the offense and what course of action will be taken.

- Rude, abusive, indecent or threatening language to employees of the public;

County of Clarke – Personnel Policies

- Failure to attend scheduled meetings or training sessions;
- Absences without approved leave;
- Inadequate or unsatisfactory work performance;
- Disruptive behavior;
- Careless workmanship or negligence of a minor nature;
- Violation of a County policy;
- Abuse of County property;
- Violating a safety rule where there is not a threat of bodily harm;
- Failure to follow a supervisor's instructions;
- Unsatisfactory attendance or excessive tardiness;
- Conviction of a moving traffic violation while using a County-owned vehicle.

5.12.6 List of Offenses Addressed Through More Serious Discipline

Listed below are some of the infractions which are typically addressed through more serious discipline, however disciplinary action is not limited to these offenses listed.

- Charged with a felony or convicted of a misdemeanor;
- Theft or misappropriation of funds or resources;
- Falsifying any official County document;
- The willful giving of false statements;
- Unsafe or illegal conduct that could result in endangering oneself, other employees or property, and/ or the public;
- Fighting and/ or other acts of physical violence;
- Absence in excess of three days without proper authorization or a satisfactory reason;
- Gambling on County property or during work hours;
- Sleeping during normal work hours for employees other than those who sleeping facilities are provided, such as fire and emergency medical services personnel ;
- Insubordination;
- Sexual, racial or any other form of harassment;
- Theft or unauthorized removal of County records or property;
- Participating in any kind of slow down or similar concerted interference with County operations;
- Gross negligence;

- Willfully or negligently damaging or defacing County property.

5.13 Separation of Employment

The termination of an employee's service in the County may be the choice of the employee to either resign or retire, or the choice of the County to reduce the work force or to dismiss the individual. Whatever the reason for the separation, this final employee action, t closes the entire personnel file, must be documented.

An exit interview will be held between the exiting employee and the Agency Personnel Administrator. This interview is encouraged in all voluntary terminations and retirement.

During the exit interview, the employee may discuss reasons for leaving and the status of benefits and compensation. This is not intended as a counseling or grievance session.

End of Document

AGENDA

FY 18 Budget Process

March 13, 2017 10:00 am

JGC

1. Documents:

- a. Net Tax Funding.
- b. Proposed Budget and Tax rates.
- c. General Government Capital Budget.

2. Highlights:

- a. Reduce Real Estate Tax rate \$.01 (-\$218,655).
- b. Budget funds for a salary increase in the amount of 3% of current salary (\$636,000 including the impact on benefits) to agencies funded by the County, including Public Schools, Social Services, and Joint Administrative Services, to be further distributed by those agencies based on the pay and classification systems in use by those agencies. Note that this does not mean that each individual employee receives a 3% salary increase.
- c. Position Changes:
 - i. Add Human Services Asst to Social Services: \$23,872.
 - ii. Add additional on-call pay to Social Services: \$1,170.
 - iii. Add additional part-time EMT: \$25,760.
 - iv. Add to contingency full-time clerical to serve multiple departments: \$49,118.
- d. Add to General Government Capital \$376,746 to fund the first phase of the Communications System upgrade.
- e. Add \$200,000 for convenience center operations.
- f. Reduce local tax funding for CSA \$307,969 based on reduced need.
- g. Reduce School Debt service \$843,798 based on reduced need.

Net Tax Funding

FUND	FY 2017 Budget	Variance	Percent Variance	FY 2018 Proposed
EXPENDITURE				
General	9,722,387	604,411	6.2%	10,326,798
Social Services	1,546,124	70,476	4.6%	1,616,600
School Operating	22,137,428	398,313	1.8%	22,535,741
School Food Service	838,400	(5,992)	-0.7%	832,408
CSA	1,097,426	(618,737)	-56.4%	478,689
Conservation Easement	30,000	15,000	50.0%	45,000
Shenandoah Farms Sanitary District Fees	20,000	(20,000)	-100.0%	-
Government Capital Projects	955,162	(144,973)	-15.2%	810,189
School Capital Projects	4,412,000	(3,570,000)	-80.9%	842,000
Government Debt Service	251,700	-	0.0%	251,700
School Debt Service	3,815,812	(843,798)	-22.1%	2,972,014
Joint Services Fund	592,619	26,842	4.5%	619,461
Unemployment Compensation	17,000	(4,000)	-23.5%	13,000
Total	45,436,058	(4,092,458)	-9.0%	41,343,600
CATEGORICAL REVENUE				
General	3,128,051	32,183	1.0%	3,160,234
Social Services	1,023,207	48,861	4.8%	1,072,068
School Operating	9,822,991	263,146	2.7%	10,086,137
School Food Service	838,400	(5,992)	-0.7%	832,408
CSA	550,456	(310,768)	-56.5%	239,688
Conservation Easement	20,000	10,000	50.0%	30,000
Shenandoah Farms Sanitary District Fees	20,000	(20,000)	-100.0%	-
Government Capital Projects	-	157,420	0.0%	157,420
School Capital Projects	154,000	-	0.0%	154,000
Government Debt Service	-	-	0.0%	-
School Debt Service	178,908	43,977	24.6%	222,885
Joint Services Fund	2,000	-	0.0%	2,000
Unemployment Compensation	-	-	0.0%	-
Total	15,738,013	218,827	1.4%	15,956,840
NON-CATEGORICAL REVENUE REQUIRED				
General	6,594,336	572,228	8.7%	7,166,564
Social Services	522,917	21,615	4.1%	544,532
School Operating	12,314,437	135,167	1.1%	12,449,604
School Food Service	-	-	0.0%	-
CSA	546,970	(307,969)	-56.3%	239,001
Shenandoah Farms Sanitary District Fees	-	-	0.0%	-
Conservation Easement	10,000	5,000	50.0%	15,000
Government Capital Projects	955,162	(302,393)	-31.7%	652,769
School Capital Projects	4,258,000	(3,570,000)	-83.8%	688,000
Government Debt Service	251,700	-	0.0%	251,700
School Debt Service	3,636,904	(887,775)	-24.4%	2,749,129
Joint Services Fund	590,619	26,842	4.5%	617,461
Unemployment Compensation	17,000	(4,000)	-23.5%	13,000
Total	29,698,045	(4,311,285)	-14.5%	25,386,760
BUDGET BALANCING				
GF Estimated Non-categorical revenue	25,124,645	296,426	1.2%	25,421,071
Rounding Adjustments	-	-	-	-
Surplus/(Deficit)	(4,573,399)	4,607,711	-100.8%	34,312
Pay-as-you-go	4,288,772	(4,288,772)	-100.0%	-
Surplus/(Deficit) Net of pay-as-you-go	(284,627)	318,939	-112.1%	34,312
Pay-as-you-go Elements				
CCSA Sewer Shortfall	150,000	-	-	-
Landfill Costs	50,000	-	-	-
Convenience Center	612,000	-	-	-
Primary School Renovation	1,250,000	-	-	-
Additional Primary Renovation Funds	2,073,914	-	-	-
Comprehensive Services	73,858	-	-	-
Vehicle Replacements	59,000	-	-	-
Parks Master Plan	20,000	-	-	-
Data & Communications Technology	-	-	-	-
	4,288,772	-	-	-

**CLARKE COUNTY PROPOSED BUDGET
FOR THE FISCAL YEAR
COMMENCING JULY 1, 2017 AND ENDING JUNE 30, 2018**

	FY16 Original Budget	FY16 Audited Actual	FY17 Adopted Budget	01/31/17 FY17 Revised Budget	FY18 Proposed Budget	Variance 18 Proposed- 17 Adopted
EXPENDITURE						
Board of Supervisors	58,964	56,713	60,176	60,176	57,265	(2,911)
County Administrator	300,415	302,700	306,335	306,335	305,181	(1,154)
Legal Services	70,000	28,576	35,000	35,000	35,000	-
Commissioner of Revenue	203,717	205,187	205,850	205,850	202,790	(3,060)
Assessor	3,500	3,500	3,500	3,500	3,500	-
Treasurer	268,891	270,514	275,354	275,354	279,648	4,294
Information Technology	280,244	272,613	294,840	294,840	291,783	(3,057)
Electoral Board	43,308	31,337	40,980	40,980	44,003	3,023
General Registrar	72,797	72,837	73,970	73,970	76,486	2,516
Circuit Court	12,680	13,585	12,180	12,180	12,680	500
General District Court	3,700	6,548	4,420	4,420	4,420	-
Magistrate	400	97	200	200	100	(100)
J&D Court	2,990	4,568	3,500	3,500	3,500	-
Clerk of the Circuit Court	248,563	250,722	252,874	252,874	251,749	(1,125)
Victim/Witness Coordinator	41,976	44,835	70,775	72,079	70,775	-
Blue Ridge Legal Services	1,500	1,500	1,500	1,500	1,500	-
Regional Court Services	4,494	4,494	4,494	4,494	4,494	-
Commonwealth Attorney	269,236	277,260	328,504	328,504	331,999	3,495
Commonwealth Attorney Grants	40,754	26,468	28,995	28,995	28,053	(942)
Sheriff	2,162,805	2,163,335	2,244,600	2,253,900	2,245,551	951
Sheriff's Grants	15,181	18,632	26,433	27,433	21,982	(4,451)
Criminal Justice Training Center	18,582	19,067	19,593	19,593	20,000	407
Drug Task Force	12,500	11,557	12,500	12,500	12,500	-
Fire and Rescue Services	621,643	695,504	767,392	789,472	779,142	11,750
Volunteer Fire Companies	66,652	70,485	140,485	140,485	118,153	(22,332)
Blue Ridge Volunteer Fire Company	51,742	51,088	51,200	51,200	51,200	-
Boyce Volunteer Fire Company	52,264	51,800	51,900	51,900	51,600	(300)
Enders Volunteer Fire Company	77,927	77,040	77,200	77,200	77,800	600
Lord Fairfax Emergency Medical Services	5,422	5,422	5,422	5,422	6,282	860
Forestry Service	2,712	2,712	2,712	2,712	2,712	-
Regional Jail	515,422	520,768	512,000	512,000	555,556	43,556
Juvenile Detention Service	31,008	30,560	22,595	22,595	16,254	(6,341)
Probation Office	800	70	800	800	800	-
Building Inspections	144,092	134,503	172,409	172,409	206,494	34,085
Animal Control	128,744	101,856	117,557	117,557	115,940	(1,617)
Medical Examiner & Indigent Burial	1,000	100	1,000	1,000	500	(500)
Refuse Disposal	100,000	135,558	175,500	175,500	162,000	(13,500)
Convenience Center	-	-	-	-	200,000	200,000
Litter Control	3,000	3,270	5,310	5,310	5,310	-
Sanitation	162,377	162,827	240,750	240,750	240,750	-
Maintenance/Buildings & Grounds	824,209	785,712	873,187	873,187	849,126	(24,061)
Local Health Department	218,594	218,594	220,000	220,000	221,909	1,909
Our Health	5,000	5,000	5,000	5,000	6,500	1,500
N Shen Valley Subst Abuse Coal	-	15,000	15,000	15,000	15,000	-
Northwestern Community Services	88,000	88,000	88,000	88,000	90,000	2,000
Concern Hotline	750	750	750	750	750	-
NW Works	1,000	1,000	1,000	1,000	1,000	-
Shenandoah Area Agency on Aging	40,000	40,000	40,000	40,000	40,000	-
Loudoun Transit Service	19,302	19,302	19,302	19,302	19,302	-

**CLARKE COUNTY PROPOSED BUDGET
FOR THE FISCAL YEAR
COMMENCING JULY 1, 2017 AND ENDING JUNE 30, 2018**

	FY16 Original Budget	FY16 Audited Actual	FY17 Adopted Budget	01/31/17 FY17 Revised Budget	FY18 Proposed Budget	Variance 18 Proposed- 17 Adopted
FISH	1,000	1,000	1,000	1,000	1,000	-
Laurel Center	2,000	2,000	2,000	2,000	2,500	500
Access Independence (serves the disabled)	750	750	750	750	1,000	250
Tax Relief for the Elderly	-	219,993	-	-	212,501	212,501
Lord Fairfax Community College	15,580	15,580	16,441	16,441	15,788	(653)
Parks Administration	391,613	377,304	407,878	407,878	431,043	23,165
Recreation Center	102,423	99,307	106,143	106,143	106,806	663
Swimming Pool	87,154	66,656	83,756	83,756	82,821	(935)
Concession Stand	14,841	12,454	15,301	15,301	15,241	(60)
Parks Programs	254,084	201,798	252,310	252,310	238,126	(14,184)
Barns of Rose Hill	5,000	5,000	5,000	5,000	5,000	-
Virginia Commission for Arts	10,000	10,000	10,000	10,000	10,000	-
Regional Library	190,000	190,000	206,513	206,513	223,757	17,244
Planning Administration	379,873	384,128	412,612	412,612	389,025	(23,587)
Rain Barrel Program	200	-	-	-	-	-
Housing Services	5,400	5,400	5,400	5,400	2,500	(2,900)
Board of Zoning Appeals	3,470	3,321	3,270	3,270	3,520	250
Office of Economic Development	109,544	47,928	80,000	80,000	61,575	(18,425)
Berryville Development Authority	4,100	1,676	2,000	2,000	2,300	300
Small Business Development Center	1,500	1,500	1,500	1,500	1,500	-
Berryville Main Street	-	-	-	-	2,500	2,500
Blandy Experimental Farm	3,000	3,000	3,000	3,000	3,000	-
Planning Commission	22,250	8,041	9,639	11,389	14,389	4,750
Board of Septic Appeals	720	2,034	1,016	1,016	1,566	550
Historic Preservation Commission	8,000	7,861	11,400	11,400	7,900	(3,500)
NSV Regional Planning District Commission	7,329	7,329	7,384	7,384	10,273	2,889
Regional Airport	2,500	2,500	2,500	2,500	2,500	-
Friends of the Shenandoah	3,000	3,000	3,000	3,000	3,000	-
Water Quality Management	30,000	30,000	30,000	30,000	30,000	-
Lord Fairfax Soil & Water Conservation	5,000	5,000	5,000	5,000	5,000	-
Biosolids Application	14,459	4,860	10,028	10,028	6,882	(3,146)
Cooperative Extension	40,736	41,633	42,202	42,202	43,712	1,510
Northern Virginia 4-H Center	2,300	2,300	2,300	2,300	2,300	-
Non-Departmental Legal/Prof. Contingency	182,000	250	70,000	70,000	248,734	178,734
Social Services	1,445,745	1,458,685	1,546,124	1,546,124	1,616,600	70,476
School Operations	21,537,710	20,827,138	22,137,428	22,137,428	22,535,741	398,313
School Food Service	820,245	808,455	838,400	838,400	832,408	(5,992)
Comprehensive Services Act	972,948	591,785	1,097,426	1,097,426	478,689	(618,737)
Public Safety Fund	-	170,394	-	-	-	-
Conservation Easement	30,000	288,361	30,000	688,975	45,000	15,000
Shenandoah Farms Sanitary District	-	-	20,000	20,000	-	(20,000)
General Capital Improvements	735,930	755,711	955,162	2,690,813	810,189	(144,973)
School Capital Improvements	852,000	1,195,033	4,412,000	7,573,063	842,000	(3,570,000)
General Debt Service	345,700	345,700	251,700	251,700	251,700	-
School Debt Service	3,846,945	3,846,945	3,815,812	3,815,812	2,972,014	(843,798)
Joint Administrative Services	577,953	576,215	592,619	592,619	619,461	26,842
Unemployment Compensation	17,000	12,706	17,000	17,000	13,000	(4,000)
TOTAL EXPENDITURE	40,380,859	39,944,298	45,436,058	51,027,181	41,343,600	(4,092,458)
<i>Local Funds for Schools</i>	<i>16,136,654</i>	<i>15,651,350</i>	<i>20,209,341</i>	<i>23,070,688</i>	<i>15,886,733</i>	<i>(4,322,608)</i>

**CLARKE COUNTY PROPOSED BUDGET
FOR THE FISCAL YEAR
COMMENCING JULY 1, 2017 AND ENDING JUNE 30, 2018**

	FY16 Original Budget	FY16 Audited Actual	FY17 Adopted Budget	01/31/17 FY17 Revised Budget	FY18 Proposed Budget	Variance 18 Proposed- 17 Adopted	
ESTIMATED REVENUE							
LOCAL REVENUE							
Current Real Estate Taxes	14,208,241	14,321,261	14,500,000	14,500,000	14,693,827	193,827	*
Delinquent Real Estate Taxes	48,189	15,293	50,000	50,000	42,639	(7,361)	*
Land Redemptions	-	33,824	-	-	-	-	*
Proceeds from Delinquent Land Sale	-	-	-	-	-	-	*
Public Service Corporation Real Estate	419,200	439,021	482,255	482,255	475,887	(6,368)	*
Delinquent Taxes on Public Service Corp	-	-	-	-	-	-	*
Current Personal Property Taxes	4,023,605	4,044,253	4,475,997	4,475,997	4,610,712	134,715	*
Delinquent Personal Property Taxes	45,000	4,126	64,192	64,192	15,430	(48,762)	*
Mobile Home Taxes	876	989	1,099	1,099	1,183	84	*
Machinery and Tools Taxes	174,014	172,247	164,962	164,962	195,167	30,205	*
Delinquent Taxes on Machinery & Tools	-	-	-	-	-	-	*
Penalties (All Property Taxes)	132,583	137,932	134,147	134,147	134,147	(0)	*
Interest (All Property Taxes)	110,189	132,565	131,901	131,901	133,477	1,576	*
Administrative Costs Delinq	12,235	9,712	12,360	12,360	11,406	(954)	*
DMV Stop Fee	480	2,340	453	453	2,340	1,887	*
Credit Card Fees	7,000	9,315	8,327	8,327	11,364	3,037	*
Sales and Use Taxes	871,738	877,365	886,732	886,732	959,874	73,142	*
Consumer's Utility Taxes	379,174	340,856	364,567	364,567	340,856	(23,711)	*
Consumption Tax	35,950	33,942	34,318	34,318	35,165	846	*
Communications Tax	442,829	415,515	430,180	430,180	415,390	(14,790)	*
Business License Tax	31,136	26,563	31,135	31,135	25,172	(5,963)	*
Franchise License Tax	12,319	-	-	-	-	-	*
Motor Vehicle Licenses	298,038	308,678	301,285	301,285	301,924	639	*
Recordation Taxes	252,095	274,788	258,490	258,490	262,385	3,895	*
Taxes on Wills	11,254	4,631	4,184	4,184	4,053	(131)	*
Circuit Court Online Land Record Fees	-	-	-	-	-	-	*
Transient Occupancy Tax	32,618	23,564	32,711	32,711	23,564	(9,147)	*
Animal Licenses	7,683	4,950	11,930	11,930	8,440	(3,490)	*
Animal Shelter Fees - Dogs & Cats	10,087	8,235	7,910	7,910	8,525	615	*
Spay & Neuter Fund Distribution	180	29	125	125	99	(26)	*
Dangerous Dog Registration	-	35	-	-	200	200	*
Land Use Application Fees Penalty	3,600	3,200	3,400	3,400	3,450	50	*
Land Use Application Fees	-	400	24,575	24,575	400	(24,175)	*
Transfer Fees	448	498	444	444	461	17	*
Zoning and Subdivision Permits	112,166	78,823	67,754	67,754	90,490	22,736	*
Building Permits	152,845	173,825	163,987	163,987	200,000	36,013	*
Road Sign Fees	-	-	275	275	-	(275)	*
New Dwelling Address Fee	2,275	3,380	2,275	2,275	3,380	1,105	*
Mapping Fee	450	310	-	-	450	450	*
Sign Permits and Inspection Fees	221	775	360	360	488	128	*
Rain Barrel Sales	200	-	-	-	-	-	*
Weapons Permits	5,579	4,769	7,000	7,000	5,959	(1,041)	*
Other permits, fees, and licenses	1,950	950	1,900	1,900	1,300	(600)	*
Court Fines and Forfeitures	250,000	282,771	310,095	310,095	310,095	-	*
DNA Fees - Blood Test	261	191	696	696	235	(461)	*
Courthouse Security Fees	52,000	28,428	41,285	41,285	41,285	-	*

**CLARKE COUNTY PROPOSED BUDGET
FOR THE FISCAL YEAR
COMMENCING JULY 1, 2017 AND ENDING JUNE 30, 2018**

	FY16 Original Budget	FY16 Audited Actual	FY17 Adopted Budget	01/31/17 FY17 Revised Budget	FY18 Proposed Budget	Variance 18 Proposed- 17 Adopted
E-Ticket Fee	-	16,691	30,000	30,000	25,000	(5,000)
Local Jury Fees	95	-	-	-	-	-
Interest on Bank Deposits	54,143	33,559	67,802	67,802	20,071	(47,731) *
Rental of Property	7,000	51,824	55,947	55,947	55,947	- *
Sheriff's Fees	797	796	800	800	796	(4)
Commonwealth's Attorney Fees	1,743	1,869	1,777	1,777	1,776	(1)
Law Library Fee	-	-	-	-	-	-
Court Appointed Attorney	1,174	263	1,228	1,228	1,032	(196)
Central Alarm - Berryville	2,000	2,000	2,000	2,000	2,000	-
Fees for Ambulance & Rescue Services	275,000	354,920	325,000	325,000	354,920	29,920
Jail Processing Fee	1,779	1,245	1,890	1,890	1,825	(65)
Revenue from Shared Costs - Berryville	67,777	67,920	79,637	79,637	50,000	(29,637)
Wireless E-911	37,610	41,729	46,009	46,009	42,038	(3,971)
Humane Foundation Contribution	25,000	25,000	25,000	25,000	20,000	(5,000)
Recycling Rebate	38,013	20,011	20,011	20,011	21,311	1,300
Recreation Center Fees	35,042	34,352	34,995	34,995	33,931	(1,064)
Swimming Pool Fees	76,420	76,319	73,845	73,845	83,963	10,118
Concession Stand Revenue	15,000	13,520	12,500	12,500	14,336	1,836
Parks Programs Fees	265,000	282,003	275,000	275,000	277,140	2,140
Sale of Maps, Surveys, etc.	-	-	650	650	-	(650)
Sale of Publications	25	30	35	35	35	-
Zoning Research Fee	-	-	1,182	1,182	-	(1,182)
Engineer's Fees	10,654	13,735	8,670	8,670	10,000	1,330
Biosolids Application Fees	14,458	5,454	10,000	10,000	6,882	(3,118)
Rebates & Refunds	24,772	12,400	24,772	24,772	21,992	(2,780) *
Gifts & Donations in Lieu of Taxes	22,933	31,645	-	-	31,645	31,645 *
Donations	5,000	-	2,750	2,750	-	(2,750) *
Sale of Salvage & Surplus Property	3,681	3,902	6,075	6,075	3,680	(2,395) *
Sale of Vehicles	2,253	(91)	6,100	6,100	4,433	(1,667) *
Insurance Adjustments	7,876	6,527	7,876	7,876	7,016	(860) *
Miscellaneous Revenue	3,894	73,840	5,608	5,608	5,174	(434) *
Loan Repayment	3,495	3,495	3,495	3,495	3,495	(0) *
Transfer from Animal Control Fund	-	-	-	-	-	-
Transfer from Parks Construction Fund	-	600	-	-	-	- *
Tsfr from Capital Projects - Industrial Park	-	-	-	-	-	- *
Tsfr from Public Safety	-	50,000	-	-	-	-
Insurance Recovery	13,754	22,619	13,058	13,058	13,002	(56) *
Welfare	-	61,461	-	-	-	-
Comprehensive Services Act	-	3,278	-	-	-	-
School Operations	398,543	546,003	488,927	488,927	423,766	(65,161)
School Food Service	536,300	533,227	574,420	574,420	542,661	(31,759)
Public Safety Fund	-	9,671	-	-	-	-
Conservation Easement	-	69,071	20,000	20,000	30,000	10,000
General Capital Projects	-	10,000	-	35,000	-	-
School Capital Projects Proffers	-	-	-	-	-	-
School Capital Projects	-	13,996	-	25,589	-	-
Shenandoah Farms Sanitary District Fees	-	-	20,000	20,000	-	(20,000)
Parks Construction Fund	-	1,747	-	-	-	-
General Debt Service	-	9,910	-	-	-	-
School Debt Service	52,463	52,463	58,075	58,075	104,231	46,156

**CLARKE COUNTY PROPOSED BUDGET
FOR THE FISCAL YEAR
COMMENCING JULY 1, 2017 AND ENDING JUNE 30, 2018**

	FY16 Original Budget	FY16 Audited Actual	FY17 Adopted Budget	01/31/17 FY17 Revised Budget	FY18 Proposed Budget	Variance 18 Proposed- 17 Adopted
Joint Administrative Services	3,000	2,725	2,000	2,000	2,000	-
Unemployment Fund	-	-	-	-	-	-
TOTAL LOCAL REVENUE	24,155,402	24,782,079	25,320,440	25,381,029	25,587,317	266,877
REVENUE FROM THE COMMONWEALTH OF VIRGINIA						
Motor Vehicles Carrier's Taxes	24,373	25,445	23,382	23,382	24,138	756 *
Mobile Home Titling Tax	-	300	-	-	-	-
Tax on Deeds (Grantor's Tax)	53,719	78,420	66,695	66,695	66,820	125 *
Quarterly Rental Tax	3,546	2,575	2,186	2,186	2,796	610 *
Personal Property Tax Relief	2,483,842	2,483,842	2,483,842	2,483,842	2,483,842	- *
Circuit Court Online Land Records	-	-	-	-	-	-
Commonwealth's Attorney	187,157	189,622	192,722	192,722	195,575	2,853
Sheriff	749,413	760,380	768,916	768,916	771,856	2,940
Commissioner of Revenue	75,178	76,581	77,727	77,727	77,529	(198)
Treasurer	92,369	93,654	95,550	95,550	94,888	(662)
Medical Examiner	-	-	-	-	-	-
Registrar	39,797	46,944	39,797	39,797	36,601	(3,196)
Clerk of the Circuit Court	152,728	165,271	157,247	157,247	157,091	(156)
Litter Control	6,171	5,310	5,310	5,310	5,310	-
Other Categorical Aid	430	-	-	-	-	-
Extradition	2,000	-	-	-	-	-
Fire Programs Fund	42,135	46,452	45,475	45,475	47,153	1,678
Virginia Commission for the Arts	5,000	5,000	5,000	5,000	5,000	-
Historic Preservation Grants	-	-	-	-	-	-
Welfare	981,846	978,394	1,023,207	1,023,207	1,072,068	48,861
School Operations	8,631,798	8,792,555	8,668,432	8,668,432	8,939,299	270,867
School Food Service	8,000	7,542	6,980	6,980	10,862	3,882
Comprehensive Services Act	499,836	225,809	550,456	550,456	239,688	(310,768)
Public Safety Fund	-	5,349	-	-	-	-
Conservation Easement	5,000	141,488	-	319,399	-	-
General Capital Projects	-	9,057	-	200,000	157,420	157,420
School Capital Projects	154,000	54,598	154,000	428,127	154,000	-
School Debt Service	-	-	-	-	-	-
TOTAL COMMONWEALTH REVENUE	14,198,338	14,194,588	14,366,924	15,160,450	14,541,936	175,012
FEDERAL REVENUE						
Payment in Lieu of Taxes	5,971	6,464	5,700	5,700	6,464	764 *
Miscellaneous Federal Revenue	2,477	-	-	-	-	- *
Crime Victims Assistance	39,024	44,920	70,775	72,079	70,775	-
DMV Alcohol Enforcement	10,625	12,552	12,870	12,870	11,859	(1,011)
DMV Speed Enforcement	4,000	1,167	8,000	8,000	5,005	(2,995)
Internet Crimes Against Children Task Force	6,000	3,573	4,000	4,000	4,000	-
DOJ Vest Grant	-	-	-	-	-	-
DOJ Local Law Enforcement Block Grant	2,181	923	1,510	1,510	1,118	(392)
State Criminal Alien Assistance Program	862	921	921	921	775	(146)
Byrne Justice Assistance Grant	-	-	-	1,000	-	-
Violence Against Women Grant	28,053	28,731	28,053	28,053	28,053	-
Fire & Emergency Response Grant	140,000	-	-	-	-	-
Org Crime Drug Enforcement Task Force	-	-	-	-	-	-
Comprehensive Services Act	-	12,231	-	-	-	-
Conservation Easement	-	-	-	239,425	-	-
Public Safety Fund	-	10,613	-	-	-	-

**CLARKE COUNTY PROPOSED BUDGET
FOR THE FISCAL YEAR
COMMENCING JULY 1, 2017 AND ENDING JUNE 30, 2018**

	FY16 Original Budget	FY16 Audited Actual	FY17 Adopted Budget	01/31/17 FY17 Revised Budget	FY18 Proposed Budget	Variance 18 Proposed- 17 Adopted
School Operations	743,329	603,248	665,632	665,632	723,071	57,439
School Food Service	274,980	300,878	257,000	257,000	278,885	21,885
General Capital Projects	145,067	88,345	-	350,704	-	-
School Capital Projects	-	-	-	-	-	-
School Debt Service	120,833	121,711	120,833	120,833	118,654	(2,179)
TOTAL FEDERAL REVENUE	1,523,402	1,236,278	1,175,294	1,767,727	1,248,659	73,365

BUDGET BALANCE PROCEDURE

TOTAL EXPENDITURES	40,380,859	39,944,298	45,436,058	51,027,181	41,343,600	(4,092,458)
TOTAL REVENUE	39,877,143	40,212,944	40,862,658	42,309,207	41,377,912	515,253
SURPLUS (DEFICIT)	(503,716)	268,647	(4,573,399)	(8,717,974)	34,312	4,607,711
FROM FUND BALANCE	503,716	(268,647)	4,573,399	8,717,974	(34,312)	(4,607,711)
NET	-	-	-	-	-	-

SURPLUS/DEFICIT ADJUSTMENTS:

TOTAL SURPLUS (DEFICIT) ADJUSTMENTS

ADJUSTED SURPLUS (DEFICIT)

PAY-AS-YOU-GO:

DATA AN COMMUNICATIONS TECHNOLOGY

TOTAL PAY-AS-YOU-GO

SURPLUS (DEFICIT) NET OF PAY-AS-YOU-GO

-
34,312
-
34,312

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

	2017
1. Real Estate, including the real estate of public service corporations**	\$ 0.710
2. Tangible personal property except machinery and tools and qualified Fire and Rescue Vehicles*	\$ 4.496
3. Tangible Machinery and tools	\$ 1.250
4. Tangible personal property of qualified Fire & Rescue Vehicles*	\$ 2.248

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

* Personal Property Tax Relief by the Commonwealth of Virginia for vehicles valued between \$1,001 and \$20,000 isstill to be determined.

Government Projects	FY 2018 Proposed	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected
<i>Public Safety</i>					
Sheriff Vehicles	50,000	116,000	116,000	116,000	116,000
Sheriff Court Security Electronic Control Arm					
Sheriff Weapons and Armor		10,000	10,000	10,000	10,000
Communications: Radios System upgrade	376,746		562,085		
Communications: Card Set Replacement	15,000				
Communications: Phone System Hardware Replacement	92,792				
Fire & EMS Director Vehicle	70,000				
<i>Parks</i>					
New Projects					
Athletic Fields			200,000		
Major Capital Asset Renovation and Repair					
Parks Replace ballfield and pool fencing	40,000	10,000	10,000	10,000	10,000
Recreation Center: Handicap Accessible Door	15,651				
Parks: Trail Renovation	30,000				
<i>Community Development</i>					
Real Property Assessment		200,000			
<i>General</i>					
Regular Capital Asset Renovation and Repair					
Technology	40,000	40,000	40,000	40,000	40,000
Vehicles	30,000	30,000	30,000	30,000	30,000
General	50,000	50,000	50,000	50,000	50,000
Totals	810,189	456,000	1,018,085	256,000	256,000

Sources

Communications Card Set through EMD grant from RSAF	15,000				
Communications Phone System through Wireless Board	92,792				
Fire & EMS Director Vehicle EMS-ALS Grant	40,000				
<i>Total Revenue</i>	147,792	-	-	-	-
<i>Fund Balance for Capital (pay-as-you-go):</i>					
Data and Communications Technology			128,000		
<i>Total Fund Balance for Capital</i>	0	-	128,000	-	-
General Fund Transfer net of Revenue and Pay-as-you go	662,397	456,000	890,085	256,000	256,000

MEMORANDUM

TO: Board of Supervisors

FR: Thomas Judge, Director of Joint Administrative Services

DT: 3/21/2017

RE: *March Finance*

1. **FY 17 Supplemental Appropriations and Transfers.** The Finance Committee recommends approval of the following actions:
 - a. **Emergency Management Grant.** Please see the attached grant received by the Fire and Emergency Medical Services Department:
"Be it resolved that FY 17 budgeted expenditure and appropriations for the Fire and EMS Department be increased \$7,500, that \$7,500 revenue from the Commonwealth be recognized, and that budgeted information technology budget and appropriations in the amount of \$7,500 be transferred to Fire and Emergency Medical Services, all for the purpose of purchasing equipment related to Emergency Management."
 - b. **Historic Resources Grant.** Please see the attached grant received by the Historic Preservation Commission: *"Be it resolved that the Historic Preservation Commission budgeted expenditure and appropriation be increased \$9,500 and that revenue from the Commonwealth be recognized in the same amount, all for the purpose outlining a book regarding the architectural history of Clarke County."*
 - c. **Clerk of the Circuit Court.** Please see attached memo:
"Be it resolved that \$3,050 in budgeted expenditure be transferred from the minor capital contingency of the General Fund, to the Clerk of the Circuit Court for the replacement of a copier."
2. **Emergency Vehicle Fund Balance Designation.** *"Be it resolved that a General Fund Balance Designation be made in the amount of \$30,000 and titled "Emergency Vehicles".*
- 3.
4. **Health Rates.** Please find attached the health rates for FY 18. These have been approved by Joint Administrative Services and the School Board, and are proposed for approval by the Board of Supervisors. Approval of these rates is recommended by the Finance Committee.
5. **Bills and Claims.** This attached is recommended for approval.
6. **Standing Reports.** The following reports are attached: Reconciliation of Appropriations; Fund Balance; Expenditure Summary; Capital Projects Status.



COMMONWEALTH of VIRGINIA
Department of Emergency Management

JEFFREY D. STERN, Ph. D.
State Coordinator

BRETT A. BURDICK
Chief Deputy Coordinator

SUSAN L. MONGOLD
Deputy Coordinator

10501 Trade Court
North Chesterfield, Virginia 23236-3713
(804) 897-6500
(TDD) 674-2417
FAX (804) 897-6506

August 8, 2016

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

RE: FY 2016 Emergency Management Performance Grant

Dear Mr. Ash:

The Virginia Department of Emergency Management (VDEM) is pleased to announce the allocation of the **2016 Emergency Management Performance Grant (EMPG) (CFDA # 97.042)** 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, 2016 (Public Law 114-113)*. Your locality has been allocated funding for:

Project Title: 2016 Local Emergency Management Performance Grant (LEMPG)

Federal Grant Allocation: \$7,500
Subrecipient's Required Cost Share/Match Amount: \$7,500
Total Project: \$15,000
Obligation Period: July 1, 2016 – June 30, 2017

***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 satisfactory review of your application package submission and approval of a budget application in VDEM's Electronic Grants Management System (eGMS).* You must initiate these steps, described under *Accessing Your Allocation*, within 30 days from the date of this notification.

"Working to Protect People, Property and Our Communities"

Program Purpose

The purpose of the EMPG Program is to make grants to states to assist state and local governments in preparing for all hazards as authorized by the *Robert T. Stafford Disaster Relief and Emergency Assistance Act* (42 U.S.C. 5121 et seq.). Title VI of the *Stafford Act* authorizes FEMA to make grants for the purpose of providing a system of emergency preparedness for the protection of life and property in the United States from hazards and to vest responsibility for emergency preparedness jointly in the federal government, states, and their political subdivisions. The federal government, through the EMPG Program, provides necessary direction, coordination, and guidance, and provides necessary assistance, as authorized in this title, to support a comprehensive all hazards emergency preparedness system.

The FY 2016 EMPG Program plays an important role in the implementation of Presidential Policy Directive 8 (PPD-8) by supporting the development and sustainment of core capabilities. Core capabilities are essential for the execution of each of the five mission areas outlined in the National Preparedness Goal (NPG). The development and sustainment of these core capabilities are not exclusive to any single level of government or organization, but rather require the combined effort of the whole community. The FY 2016 EMPG Program supports all core capabilities in the prevention, protection, mitigation, response, and recovery mission areas based on allowable costs. Examples of tangible outcomes from the EMPG Program include building and sustaining emergency management capabilities through:

- Building and sustaining core capabilities identified in the NPG,
- Approved emergency plans,
- Completion of Threat and Hazard Identification Risk Assessment (THIRA),
- Development and maintenance of multi-year Training and Exercise Plans (TEPs)
- Targeted training and verification of personnel capability, and
- Whole Community approach to security and emergency management.

VDEM recognizes the critical role of emergency management at the local level. Strong local emergency management programs keep the Commonwealth safer, and allow state and local government to respond and recover effectively and efficiently when an emergency or disaster occurs. The objective of the LEMPG, then, is to support your locality's efforts to develop and maintain a Comprehensive Emergency Management Program.

Important Award Terms and Conditions

Subrecipients must comply with the following federal requirements:

- FY 2016 Emergency Management Performance Grant Program (EMPG) Notice of Funding Opportunity (NOFO)
FY 2016 Emergency Management Performance Grant Program NOFO

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Mr. David L. Ash
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- Department of Homeland Security Standard Terms and Conditions for 2016
DHS Standard Terms and Conditions for 2016
- 2 CFR Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards
2 CFR Part 200 Uniform Administrative Requirements

Cost Share/Match

The federal share that is used towards the EMPG Program budget must not exceed 50 percent of the total budget. The subrecipient must equally match (cash or in-kind) the federal contribution pursuant to Sections 611(j) and 613 of the *Robert T. Stafford Disaster Relief and Emergency Assistance Act* (Pub. L. No. 93-288), as amended, (42 U.S.C. §§ 5121 et seq.). Unless otherwise authorized by law, federal funds cannot be matched with other federal funds. FEMA administers cost matching requirements in accordance with 2 CFR §200.306 located at <http://www.ecfr.gov>. To meet matching requirements, the contributions must be verifiable, reasonable, allowable, allocable, and necessary under the grant program and must comply with all federal requirements and regulations.

Management and administration (M&A)

Your local EMA may retain and use up to 5% of the award for local management and administration purposes. M&A activities are those directly related to managing and administering EMPG Program funds, such as financial management and monitoring. It should be noted that salaries of state and local emergency managers are not typically categorized as M&A, unless the state or local emergency management agency (EMA) chooses to assign personnel to specific M&A activities.

Accessing Your Allocation

To access your allocation, you must complete the following steps within 30 days from the date of this notification:

Step 1: Complete these documents and submit electronically as one package to your Grants Administrator:

- Point of Contact (POC) Form
- FEMA Environmental and Historic Preservation (EHP) Screening Form
 - All projects must comply with EHP requirements. Subrecipients must not obligate and/or expend any (federal and/or non-federal matching) funds on any project having the potential to impact environments planning and historical preservation resources without the prior approval of FEMA. For

“Working to Protect People, Property and Our Communities”

Mr. David L. Ash
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more information, please visit <http://www.vaemergency.gov/em-community/grants/> or contact your Grants Administrator.

- Assurances- Non-construction Form
- FEMA 20-16C Form
- SF-LLL – Certification Regarding Lobbying Form
- Work Elements
 - These Work Elements describe the items to be completed by your locality during the period of performance and are designed to enhance local capabilities in the areas of planning, training and exercises, situational awareness, and capability reporting. Your VDEM Chief Regional Coordinator can provide technical assistance and guidance in completing these Work Elements.

Step 2: Log in to the VDEM Electronic Grants Management System (eGMS) at <https://www.ttegms.com/virginia/login.cfm> to complete and submit a budget application for your allocation. If you do not have access to eGMS, please contact your Grants Administrator.

[Click on Grant Management, Budget Application, from the drop-down menu. Click the link named 2016 Local Emergency Management Performance Grant (LEMPG) to complete your budget application.]

Notification of budget approval will be sent through an eGMS automated email message to the subrecipient point of contact entered in the budget application.

Reporting

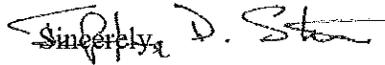
Subrecipients are obligated to submit quarterly progress reports as a condition of their award. The report, found at <http://www.vaemergency.gov/em-community/grants/all-grant-forms>, must be based on the approved EMPG Program Work Plan and budget application. Quarterly progress reports must be submitted to your Grants Administrator by email within 15 days following the end of the quarter.

Within 30 days following the end of the period of performance, subrecipients must submit a final progress report detailing all accomplishments throughout the period of performance along with the completed Work Elements. After these reports have been 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.

“Working to Protect People, Property and Our Communities”

Mr. David L. Ash
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July 27, 2016

Please initiate the steps described under *Accessing Your Allocation* within 30 days from the date of this notification. If you have any questions regarding this award, please contact Shannon Girouard, Grants Administrator, in the Grants Office at (804) 897-9769 or shannon.girouard@vdem.virginia.gov.

 Sincerely,
J. Stern

Jeffrey D. Stern, Ph.D.

JDS/SMG

cc: Mr. David L. Ash Coordinator, Emergency Management
Mr. Ted Costin, Director of Regional Support, West Division
Mr. Mark Stone, Chief Regional Coordinator, Region 2

“Working to Protect People, Property and Our Communities”

LEMPG GRANT 2016

LEMPG GRANT FUNDING (\$7,500.00)

	Item	Description	Qty	Cost per Item	Total Cost
1	LG 65" TV - LG65UX340C	TV used with video conference (polycom) system EOC	1	\$1,585.00	\$1,585.00
2	TV Stand - Luxor FP4000	Stand to hold tv-make mobile for EOC	1	\$275.00	\$275.00
3	Computer - Lenovo ThinkCentre M900z10F2	Computers (upgrades for EOC computers) for ESFs	4	\$1,317.00	\$5,268.00
4					\$0.00
5					\$0.00
6					\$0.00
7					\$0.00
8					\$0.00

TOTAL SPENT- \$7,128.00
TOTAL REMAINING- \$372.00

LEMPG LOCAL FUNDING (\$7,500.00)

	Item	Description	Qty	Cost per Item	Total Cost
1	Computer - Lenovo ThinkCentre M900z10F2	Computers (upgrades for EOC computers) for ESFs	6	\$1,317.00	\$7,902.00
2	ATT December 2016 Bill	Phone for 540-277-7993-Licly	1	\$41.97	\$41.97
3					\$0.00
4					\$0.00
5					\$0.00
6					\$0.00
7					\$0.00
8					\$0.00

TOTAL SPENT- \$7,943.97
TOTAL REMAINING- \$443.97

TOTAL PROJECT FUNDING BALANCE- \$15,000.00



COMMONWEALTH of VIRGINIA

Department of Historic Resources

2801 Kensington Avenue, Richmond, Virginia 23221

Molly Joseph Ward
Secretary of Natural Resources

Julie V. Langan
Director

Tel: (804) 367-2323
Fax: (804) 367-2391
www.dhr.virginia.gov

July 18, 2016

Alison Teetor, Natural Resource Planner
101 Chalmers Ct, Suite B
Berryville, VA 22611

RE: 2016-17 CLG Grant Agreement

Dear Ms. Teetor:

I am pleased to enclose an agreement for your 2016-17 CLG Grant for \$9,500 for Clarke County to complete an outline for a book entitled *Clarke County, Virginia History through Architecture*. Congratulations and we look forward to working with you on this project.

Please sign this agreement and return it to **Aubrey Von Lindern, Northern Regional Preservation Office, Department of Historic Resources, P.O. Box 519** in the next ten days. If you have any questions, you are welcome to contact Aubrey at (540) 868-7029.

Sincerely,

Julie V. Langan
Director
Virginia Department of Historic Resources

Administrative Services
10 Courthouse Ave.
Petersburg, VA 23803
Tel: (804) 862-6408
Fax: (804) 862-6196

Eastern Region Office
2801 Kensington Avenue
Richmond, VA 23221
Tel: (804) 367-2323
Fax: (804) 367-2391

Western Region Office
962 Kime Lane
Salem, VA 24153
Tel: (540) 387-5443
Fax: (540) 387-5446

Northern Region Office
5357 Main Street
PO Box 519
Stephens City, VA 22655
Tel: (540) 868-7029
Fax: (540) 868-7033

**Certified Local Government Grant Agreement
2016-2017**

This agreement entered into this 18st day of July, 2016, by the Commonwealth of Virginia, Department of Historic Resources (DHR), and Clarke County, the Certified Local Government (CLG), WITNESS that DHR and the CLG, in consideration of the mutual covenants, promises, and agreements herein contained, agree that the grant awarded by DHR to the CLG shall be described below:

Project Title: Book Outline, Clarke County, Virginia History through Architecture

Grant Amount: \$9500 Matching Share: \$6,086 Total Project Costs: \$15,586

Grant Period: July 15, 2016,* through June 30, 2017.

*Actual start date is the date of full execution of agreement.

This grant agreement incorporates the following documents:

- (1) **This signed form;**
- (2) **DHR Request for Applications – 2016-2017 CLG Subgrant Program, dated April 15, 2016;**
- (3) **Grant Application from the Clarke County dated May 26, 2016;**
- (4) **Any negotiated modifications thereto, all of which are referenced below:**
 - a. Any publications produced with grant funds must include the language concerning NPS financial assistance and nondiscrimination as shown below:

This publication has been financed in part with Federal funds from the National Park Service, U.S. Department of the Interior. However, the contents and opinions do not necessarily reflect the view or policies of the U.S. Department of the Interior. This program receives Federal financial assistance for identification and protection of historic properties. Under Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and the Age Discrimination Act of 1975, as amended, the U.S. Department of the Interior prohibits discrimination on the basis of race, color, national origin, disability or age in its federally assisted programs. If you believe you have been discriminated against in any program, activity, or facility as described above, or if you desire further information, please write to: Office of Equal Opportunity, National Park Service, 1849 C Street, NW, Washington, D.C. 20240.

Page 2, Clarke County
July 18, 2016

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

CERTIFIED LOCAL GOVERNMENT

**COMMONWEALTH OF VIRGINIA
DEPT. OF HISTORIC RESOURCES**

Signature: Alison Teetor

Signature: Julie V. Langan

Name: Alison Teetor

Name: Julie V. Langan

Title: Natural Resource Planner

Title: Director

Date: 8/13/16

Date: 8.9.16

PROJECT BUDGET

Category	Description	Grant Funds	Applicant Match*
Personnel (Use this category for local government staff who will be working on the proposed grant project)	Period: 2015 Jul 1 – 2016 Jun 30 Title: Natural Resource Planner (for planning) Salary/Wage: \$33.38 x 5 hours Fringe Benefits: 28 % Title: Planning Dept. Secretary Salary/Wage: \$20.78 x 2 hours Fringe Benefits: 35% Title: Accountant Salary/Wage: \$28.61 x 6 hours Fringe Benefits: 35% Title: County Administrator Salary/Wage: \$68.27 x 1 hours Fringe Benefits: 27%		\$ 167 \$ 47 \$ 41 \$ 14 \$ 171 \$ 60 \$ 68 \$ 18
Travel	Purpose: Mode: Lodging/Meals: Calculation:		\$
Contracts	Service: Architectural Historian Contract Amount: \$15,000	\$ 9,500	\$ 5,500
Other			
Volunteers	Title: Hours: ____ x \$7.25 per hour Period:		
Totals		\$ 9,500	\$ 6,086 (39%)

Attach documentation (resumes, vitae, certifications) for all staff that will be associated with this project. Please replicate this form, as needed to provide complete budget information for the proposed grant project.

* For the 2016-17 competition, a 30 % matching share is recommended, but not required. CLGs that can offer a 50 % cash match will receive bonus points during the evaluation process. The only exception to this recommended match is for proposals to host a training workshop for all CLGs, non-profit heritage groups, and others or for a membership.

SOURCES OF MATCHING SHARE

	DONOR	SOURCE	AMOUNT
Cash*	Clarke County Board of Supervisors	General Fund	\$1,000
	Clarke County Conservation Easement Authority	Cash In Hand	\$2,500
	The Clermont Foundation	Cash in Hand	\$2,000
In-kind Services**	Clarke County Board of Supervisors	General Fund	\$ 586
Volunteer Time			
Grand Total			\$6,086

* General funds not previously appropriated for in-kind services.

** Funds appropriated for salaries, fringe benefits, supplies, etc.

Certification:

I certify that the matching share identified above is available, is a necessary and reasonable contribution to achieving the scope of work proposed and documentation of the expenses will be provided to support the reimbursement request.

Signature



Title: County Administrator

Date: 5/26/16

Clarke County

tjudge@clarkecounty.gov

New Copier for Circuit Court Clerk

From : Tom Judge <tjudge@clarkecounty.gov>

Fri, Feb 17, 2017 02:26 PM

Subject : New Copier for Circuit Court Clerk**To :** Helen Butts <hbutts@courts.state.va.us>, Mike Legge <mlegge@clarkecounty.gov>

I will take to the Finance committee in March:

A request to transfer \$3050 from General Fund contingency to purchase a new copier for the Circuit Court Clerk.

Thomas J. Judge, Director of Joint Administrative Services,
Clarke County, 540-955-6172

FY 18 Monthly Health Benefit Rates

Effective 5/15/2017

Source: Joint Administrative Services

A. Plan Rates

	<u>Cost</u>	<u>Employer</u>	<u>Employee</u>
<u>KA 250 Plan Option</u>			
<i>Regular Full Time</i>			
Single	674.00	569.66	104.34
Dual	1,247.00	621.58	625.42
Family	1,820.00	907.28	912.72
<i>Transportation, Food Service & Other</i>			
Single	674.00	480.67	193.33
Dual	1,247.00	524.48	722.52
Family	1,820.00	765.55	1,054.45
<u>KA 500 Plan Option</u>			
<i>Regular Full Time</i>			
Single	620.00	569.66	50.34
Dual	1,147.00	621.58	525.42
Family	1,674.00	907.28	766.72
<i>Transportation, Food Service & Other</i>			
Single	620.00	480.67	139.33
Dual	1,147.00	524.48	622.52
Family	1,674.00	765.55	908.45
<u>TLC High Deductible</u>			
<i>Regular Full Time</i>			
Single	487.00	487.00	.00
Dual	901.00	553.75	347.25
Family	1,315.00	807.05	507.95
<i>Transportation, Food Service & Other</i>			
Single	487.00	410.92	76.08
Dual	901.00	467.25	433.75
Family	1,315.00	680.98	634.02

**Clarke County
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VENDOR NAME	ACCOUNT DESC	FULL DESC	INVOICE DATE	AMOUNT
Ahold Financial Serv	Programs Materials & Supplies	Martins Winchester store 6283 acct 221224	12/02/2016	30.47
Ahold Financial Serv Total				30.47
APCO	Sheriff Dues Subscr & Memb	Membership Dues	02/01/2017	230.00
APCO Total				230.00
Arc Water Treatment	JGC Maintenanc Purchased Servi	rm ARC 101 Chalmers Ct water treatment	02/01/2017	70.85
Arc Water Treatment	Maintenanc Purchased Services	rm ARC 101 Chalmers Ct water treatment	02/01/2017	42.15
Arc Water Treatment Total				113.00
At&t	County Adm Telephone	Acct 287015712672	01/23/2017	41.97
At&t	IT Telephone	Acct 287015712672	01/23/2017	122.56
At&t	Registrar Telephone	Acct 287015712672	01/23/2017	61.28
At&t	Comm Atty Telephone	Acct 287015712672	01/23/2017	167.88
At&t	Sheriff Telephone	Acct 287015712672	01/23/2017	1,018.05
At&t	Communicat Telephone	Acct 287015712672	01/23/2017	169.09
At&t	EMS Telephone	Acct 287015712672	01/23/2017	41.97
At&t	Bldg Insp Telephone	Acct 287015712672	01/23/2017	159.07
At&t	AnimalCtrl Telephone	Acct 287015712672	01/23/2017	14.00
At&t	Maintenanc Telephone	Acct 287015712672	01/23/2017	62.97
At&t	Econ Dev Telephone	Acct 287015712672	01/23/2017	41.97
At&t Total				1,900.81
Attic Promotions	Pool Merch for Resale	Swim Caps	01/30/2017	366.20
Attic Promotions Total				366.20
BB&T	Registrar Travel	Trans 1/18 Post 1/19	02/09/2017	149.56
BB&T	EMS Travel	Fire & EMS BB&T credit card statement 2/9/17	02/09/2017	835.40
BB&T	EMS Materials & Supplies	Trans 1/30 Post 1/31	02/09/2017	279.00
BB&T	Bldg Insp Travel	Building \$77.05 Required Training	02/07/2017	77.05
BB&T	AnimalCtrl Materials & Supplie	rm BB&T credit card charges 01-09-17 to 02-05-17	02/09/2017	681.50
BB&T	Maintenanc Materials & Supplie	rm BB&T credit card charges 01-09-17 to 02-05-17	02/09/2017	1,495.80
BB&T	Parks Adm Purchased Services	Refund for amazon charge	02/09/2017	-99.99
BB&T	Maintenanc Materials & Supplie	rm BB&T credit card charges 01-09-17 to 02-05-17	02/09/2017	107.67
BB&T	Maintenanc Materials & Supplie	rm BB&T credit card charges 01-09-17 to 02-05-17	02/09/2017	131.93
BB&T	Cnsvr Esmt Donation- Mat & Sup	Services for CEA	02/24/2017	546.44
BB&T	Gen Dist Crt Repairs CO Replac	rm BB&T credit card charges 01-09-17 to 02-05-17	02/09/2017	514.56
BB&T Total				4,718.92
Berryville Auto Part	Sheriff Purchased Services	Estimated Vehicle Repair for 1405	02/03/2017	120.00
Berryville Auto Part	Sheriff Purchased Services	Credit Memo for invoice 113822 / 98411	02/03/2017	-75.00
Berryville Auto Part	Sheriff Purchased Services	Estimated Vehicle Repair for 1303	02/10/2017	20.00
Berryville Auto Part	Sheriff Purchased Services	Estimated Vehicle Repair for 1601	02/03/2017	40.00
Berryville Auto Part	Sheriff Vehicle Repair Parts	Estimated Vehicle Repair for 1405	02/03/2017	42.03
Berryville Auto Part	Sheriff Vehicle Repair Parts	Credit Memo for invoice 113822 / 98411	02/03/2017	-13.59
Berryville Auto Part	Sheriff Vehicle Repair Parts	Estimated Vehicle Repair for 1303	02/10/2017	137.27
Berryville Auto Part	Sheriff Vehicle Repair Parts	Estimated Vehicle Repair for 1402	02/10/2017	11.97
Berryville Auto Part	Sheriff Vehicle Repair Parts	Estimated Vehicle Repair for 1601	02/03/2017	22.26
Berryville Auto Part	Maintenanc Materials & Supplie	rm BAP Maint Grease for shop	02/08/2017	20.39
Berryville Auto Part	Maintenanc Materials & Supplie	rm BAP Maint repairs to 2002 dakota steering colum	02/10/2017	312.38
Berryville Auto Part Total				637.71
Berryville True Valu	Maintenanc Materials & Supplie	rm BH Maint glide pads	02/10/2017	8.49
Berryville True Valu	JGC Maintenanc Materials & Sup	rm BH 101 Chalmers Ct , brs raised plug	02/16/2017	8.14
Berryville True Valu	Maintenanc Materials & Supplie	rm BH 102 N. Church rubber diaphram	02/17/2017	3.29
Berryville True Valu	Maintenanc Materials & Supplie	rm BH 104 N. Church base caulk filler	02/01/2017	21.27
Berryville True Valu	Maintenanc Materials & Supplie	rm BH 104 N. Church nuts and washer brush	02/02/2017	26.05
Berryville True Valu	Maintenanc Materials & Supplie	rm BH 104 N. Church machine screws	02/10/2017	3.69
Berryville True Valu	Maintenanc Materials & Supplie	rm BH ACO boat snap for flag pole	02/16/2017	15.96
Berryville True Valu	Maintenanc Materials & Supplie	rm BH Park Baseball rebar	02/07/2017	18.87
Berryville True Valu	Maintenanc Materials & Supplie	rm BH 101 Chalmers Ct , brs raised plug	02/16/2017	4.85
Berryville True Valu Total				110.61
Bosserman, Barbara	Registrar Materials & Supplies	Hand Cart	02/03/2017	27.37
Bosserman, Barbara Total				27.37
Bouffault, Robina	Plan Com Board Member Fees	Attd @ 1-3-17 & 1-6-17 PC Mtgs	02/06/2017	100.00
Bouffault, Robina Total				100.00
BSN Sports Inc	Maintenanc Materials & Supplie	rm BSN Soccer nets	01/27/2017	209.98
BSN Sports Inc Total				209.98
Buckley, Randy	Plan Com Board Member Fees	Attd @ 1-3-17 & 1-6-17 PC Mtgs	02/06/2017	100.00

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VENDOR NAME	ACCOUNT DESC	FULL DESC	INVOICE DATE	AMOUNT
Buckley, Randy Total				100.00
Caldwell, Anne	Plan Com Board Member Fees	Attd @ PC 1-3-17 & 1-6-17 mtgs	02/06/2017	100.00
Caldwell, Anne Total				100.00
Capelli, Len	Econ Dev Purchased Services	Len Capelli Econ Dev Dir January 2017	02/06/2017	2,047.50
Capelli, Len Total				2,047.50
Cardillo, Robin Couc	Cnsvr Esmt Donation- Purch Svc	Service for CEA	02/08/2017	1,413.62
Cardillo, Robin Couc Total				1,413.62
Chatman, Stacey	Programs Purchased Services	contracted employee	02/15/2017	546.00
Chatman, Stacey Total				546.00
Coalition of High Gr	BoS Dues, Subscrip & Member	2017 Member Contribution 14,363 \$0.025	01/20/2017	359.08
Coalition of High Gr Total				359.08
Comcast	Sheriff Purchased Services	Comcast High-Speed Internet	02/21/2017	87.27
Comcast Total				87.27
Commercial Press	Treasurer Materials & Supplies	letterhead	01/20/2017	74.25
Commercial Press	Treasurer Materials & Supplies	Envelopes	01/20/2017	114.88
Commercial Press	Treasurer Materials & Supplies	Envelopes	01/27/2017	244.25
Commercial Press	Sheriff Office Supplies	Business Cards for Jason Hough	01/27/2017	49.90
Commercial Press Total				483.28
Commissioners of Rev	Com of Rev Travel	Page & Donna retreat in Staunton	02/17/2017	80.00
Commissioners of Rev Total				80.00
Consolidated Electri	JGC Maintenanc Purchased Servi	rm Consolidated 101 Chalmers Ct pole lights	01/31/2017	115.37
Consolidated Electri	Maintenanc Purchased Services	rm Consolidate Rec pole lights	01/31/2017	135.00
Consolidated Electri	Maintenanc Purchased Services	rm Consolidated 101 Chalmers Ct pole lights	01/31/2017	68.63
Consolidated Electri Total				319.00
Crown Trophy	Cnsvr Esmt Donation- Mat & Sup	Engraved Plate	02/17/2017	35.00
Crown Trophy Total				35.00
Daly Computers	IT Capital Outlay Adds	1 NUC & KVM	10/31/2016	266.00
Daly Computers	IT Capital Outlay Adds	video cables for main meeting room	02/08/2017	108.00
Daly Computers	IT Capital Outlay Adds	KVM switch	02/20/2017	20.00
Daly Computers Total				394.00
DDL Business Sys	Parks Adm Maint Contracts	Contract 10240-13	01/25/2017	104.16
DDL Business Sys Total				104.16
Dehaven Berkeley	Maintenanc Water & Sewer	rm Dehaven Maint Feb 2017 cooler rent	02/14/2017	11.00
Dehaven Berkeley	Maintenanc Water & Sewer	rm Dehaven Maint water	02/02/2017	18.85
Dehaven Berkeley	Maintenanc Water & Sewer	rm Dehaven 100 N. Feb 2017 cooler rental	02/14/2017	9.00
Dehaven Berkeley Total				38.85
Department of State	Programs Dues Subscr & Memb	Back ground check acct A0026	02/01/2017	20.00
Department of State Total				20.00
Derek Hetz	Programs Refunds	Refund	01/30/2017	190.00
Derek Hetz Total				190.00
DMV	Treasurer DMV Stop	stop payments	01/31/2017	220.00
DMV Total				220.00
Foxs Pizza	Programs Materials & Supplies	Pizza Parents night out	02/11/2017	37.50
Foxs Pizza Total				37.50
Galls/Best Uniforms	Sheriff Uniform Sworn Staff	Uniforms	02/07/2017	104.87
Galls/Best Uniforms Total				104.87
GCA	Maintenanc Maint Contracts	rm GCA County Cleaning for Feb 2017	02/01/2017	3,366.23
GCA	JGC Maint Contracts	rm GCA County Cleaning for Feb 2017	02/01/2017	2,332.38
GCA	Maintenance Custodial Contract	rm GCA Rec Center clean Senior Center	01/31/2017	127.60
GCA	Maintenanc Maint Contracts	rm GCA County Cleaning for Feb 2017	02/01/2017	293.78
GCA	Maintenanc Maint Contracts	rm GCA County Cleaning for Feb 2017	02/01/2017	1,387.51
GCA Total				7,507.50
Grainger Inc	Maintenanc Materials & Supplie	rm Grainger Baseball carriage bolts for drag	02/09/2017	32.10
Grainger Inc	Maintenanc Materials & Supplie	rm Grainger Baseball carriage bolts for drag	02/10/2017	128.40
Grainger Inc Total				160.50
Gray, Ginger	Programs Purchased Services	contracted employee	02/15/2017	182.00
Gray, Ginger	Programs Purchased Services	contracted employee	02/01/2017	109.20
Gray, Ginger Total				291.20
Grubb, Kristen	Programs Purchased Services	Contracted Employee	02/15/2017	195.65
Grubb, Kristen Total				195.65
Hall, Monahan	Legal Svc Purchased Svcs	PA \$207.50;PC \$40;Treas \$40;Audit \$40	02/03/2017	80.00
Hall, Monahan	Plan Adm Purchased Services	PA \$207.50;PC \$40;Treas \$40;Audit \$40	02/03/2017	207.50

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VENDOR NAME	ACCOUNT DESC	FULL DESC	INVOICE DATE	AMOUNT
Hall, Monahan	Plan Com Purchased Services	PA \$207.50;PC \$40;Treas \$40;Audit \$40	02/03/2017	40.00
Hall, Monahan	Dev Rights Purchased Services	Legal Service Jan '17	02/08/2017	1,072.50
Hall, Monahan Total				1,400.00
Hurt&Proffitt	Citizens Conv Ctr Eng & Archit	Convenience Center Review and	01/31/2017	125.90
Hurt&Proffitt	Citizens Conv Ctr Eng & Archit	Add'l svcs for retaining wall design-Conv Center	01/31/2017	616.00
Hurt&Proffitt Total				741.90
Independent Statione	Clk of CC Materials & Supplies	Acct ETCPN00016	01/19/2017	8.25
Independent Statione Total				8.25
Johnston, Jane	Programs Purchased Services	Contracted Employee	02/15/2017	491.40
Johnston, Jane Total				491.40
Kalbiam, Maral	HstPrvCom Purchased Services	Consulting services for HPC Jan '17	02/02/2017	1,320.00
Kalbiam, Maral Total				1,320.00
Kruhm, Douglas	Plan Com Board Member Fees	Attd @ 1-3-17 & 1-6-17 PC mtgs	02/06/2017	100.00
Kruhm, Douglas Total				100.00
Lee, Frank	Plan Com Board Member Fees	Attd @ 1-3-17 & 1-6-17 PC Mtgs	02/06/2017	100.00
Lee, Frank Total				100.00
Les Johns	Programs Refunds	Refund	01/30/2017	170.00
Les Johns Total				170.00
LexisNexis	BoS Materials & Supplies	sv-4-17-3-18_VA Advance Legislative Service	01/16/2017	114.44
LexisNexis Total				114.44
Lichty, Brian	EMS Purchased Services	Fire&EMS Director re-location	02/15/2017	2,000.00
Lichty, Brian Total				2,000.00
Logan Systems Inc	Clk of CC Microfilming	computer indexing	02/15/2017	451.39
Logan Systems Inc Total				451.39
Lord Fairfax Health	Local Health Dept Contribution	#rd Qtr FY 17 Local Commitment	01/24/2017	55,000.00
Lord Fairfax Health Total				55,000.00
Lord Fairfax Soil &	Spout EPA Purchased Services	Spout Run 319 grant-Personnel tracking form	01/26/2017	338.67
Lord Fairfax Soil & Total				338.67
Lowes	Maintenanc Materials & Supplie	rm Lowes 104 N. Church top choice boards	02/01/2017	30.10
Lowes	Maintenanc Materials & Supplie	rm Lowes park baseball steel rebar pins	02/07/2017	64.40
Lowes Total				94.50
Mackall, Suzanne	Comm Atty Travel	Reimburse Criminal Law Seminar mileage	02/10/2017	97.58
Mackall, Suzanne Total				97.58
Malone, Gwendolyn	Plan Com Board Member Fees	Attd @ 1-3-17 & 1-7-17 PC mtgs	02/06/2017	50.00
Malone, Gwendolyn Total				50.00
Mansfield Oil Co	County Adm Vehicle Fuel	rm Mansfield fuel for 1/16/17 to 1/31/17	02/02/2017	25.82
Mansfield Oil Co	EMS Vehicle Fuel	rm Mansfield fuel for 1/16/17 to 1/31/17	02/02/2017	364.98
Mansfield Oil Co	EMS Vehicle Fuel	rm Mansfield fuel for 2/1/17 to 2/16/17 for County	02/17/2017	130.96
Mansfield Oil Co	Bldg Insp Vehicle Fuel	rm Mansfield fuel for 1/16/17 to 1/31/17	02/02/2017	114.66
Mansfield Oil Co	Bldg Insp Vehicle Fuel	rm Mansfield fuel for 2/1/17 to 2/16/17 for County	02/17/2017	121.51
Mansfield Oil Co	AnimalCtrl Vehicle Fuel	rm Mansfield fuel for 1/16/17 to 1/31/17	02/02/2017	52.45
Mansfield Oil Co	AnimalCtrl Vehicle Fuel	rm Mansfield fuel for 2/1/17 to 2/16/17 for County	02/17/2017	23.49
Mansfield Oil Co	Maintenanc Vehicle Fuel	rm Mansfield fuel for 2/1/17 to 2/16/17 for County	02/17/2017	183.08
Mansfield Oil Co	Parks Adm Vehicle Fuel	rm Mansfield fuel for 1/16/17 to 1/31/17	02/02/2017	8.59
Mansfield Oil Co	Parks Adm Vehicle Fuel	rm Mansfield fuel for 2/1/17 to 2/16/17 for County	02/17/2017	33.39
Mansfield Oil Co Total				1,058.93
Marple, Beth	VictimWit Travel Local Mileage	Reimburse local mileage Crime Solvers	02/08/2017	16.08
Marple, Beth Total				16.08
McFillen, Thomas W	BryDevAuth Board Member Fees	Attd @ BADA 1-25-17 mtg	02/01/2017	25.00
McFillen, Thomas W Total				25.00
Montgomery, Christel	Programs Purchased Services	Contracted acct	02/23/2017	1,359.38
Montgomery, Christel Total				1,359.38
National Elevator	JGC Maintenanc Purchased Servi	rm NEIS Elevator Inspection 101 Chalmers Ct	02/03/2017	90.29
National Elevator	Maintenanc Purchased Services	rm NEIS Elevator Inspection 100 N. Church St	02/03/2017	144.00
National Elevator	Maintenanc Purchased Services	rm NEIS Elevator Inspection 102 N. Church St	02/03/2017	144.00
National Elevator	Maintenanc Purchased Services	rm NEIS Elevator Inspection 104 N. Church St	02/03/2017	144.00
National Elevator	Maintenanc Purchased Services	rm NEIS Elevator Inspection 311 E. Main	02/03/2017	144.00
National Elevator	Maintenanc Purchased Services	rm NEIS Elevator Inspection 101 Chalmers Ct	02/03/2017	53.71
National Elevator Total				720.00
Nelson, Clifford M	Plan Com Board Member Fees	Attd @ 1-3-17 & 1-6-17 PC mtgs	02/06/2017	50.00
Nelson, Clifford M Total				50.00
Ohrstrom, George II	Plan Com Board Member Fees	Attd 1-3-17 & 1-3-17 PC Mtgs	02/06/2017	50.00

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VENDOR NAME	ACCOUNT DESC	FULL DESC	INVOICE DATE	AMOUNT
Ohrstrom, George II	BryDevAuth Board Member Fees	Attd @ BADA 1-25-17 mtg	02/01/2017	25.00
Ohrstrom, George II Total				75.00
Pitney Bowes	Sheriff Postal Svcs	Ink for Postage Machine	02/10/2017	67.76
Pitney Bowes Total				67.76
Police and Sheriffs	Sheriff Uniform Sworn Staff	ID Cards	02/02/2017	17.49
Police and Sheriffs Total				17.49
PoliceOne	Sheriff Travel - Sworn Staff	Instructor Re-cert Class - J Herron	02/13/2017	225.00
PoliceOne Total				225.00
Premier Accounts Rec	EMS Purchased Services	Premier Accts Rec Mang Billing Invoice Jan 17	02/03/2017	2,220.70
Premier Accounts Rec Total				2,220.70
Purchase Power	BoS Postal Services	Postage	01/23/2017	77.69
Purchase Power	Com of Rev Postal Svcs	Postage	01/23/2017	989.14
Purchase Power	Treasurer Postal Svcs	Postage	01/23/2017	555.43
Purchase Power	IT Postal Svcs	Postage	01/23/2017	0.47
Purchase Power	Electoral Postal Svcs	Postage	01/23/2017	797.24
Purchase Power	Registrar Postal Svcs	Postage	01/23/2017	168.54
Purchase Power	Clk of CC Postal Svcs	Postage	01/23/2017	258.70
Purchase Power	EMS Postal Services	Postage	01/23/2017	1.14
Purchase Power	Bldg Insp Postal Svcs	Postage	01/23/2017	11.91
Purchase Power	Parks Adm Postal Svcs	Postage	01/23/2017	38.55
Purchase Power	Plan Adm Postal Svcs	Postage	01/23/2017	103.24
Purchase Power	Coop Ext Postal Svcs	Postage	01/23/2017	90.81
Purchase Power	Finance Postal Svcs	Postage	01/23/2017	213.78
Purchase Power Total				3,306.64
Quarles Energy Servi	Maintenanc Heating	rm Quarles ACO heating fuel	02/14/2017	546.39
Quarles Energy Servi	Maintenanc Heating	rm Quarles 129 Ramsburg heating lp gas	01/27/2017	558.08
Quarles Energy Servi Total				1,104.47
Rappahannock Electri	JGC Maintenanc Electric	rm REC 101 Chalmers Ct electric bill	02/09/2017	3,016.95
Rappahannock Electri	Maintenanc Electric	rm REC All County electric	02/09/2017	925.60
Rappahannock Electri	Maintenanc Electric	rm REC All County electric	02/09/2017	3,425.16
Rappahannock Electri	Maintenanc Electric	rm REC All County electric	02/09/2017	1,028.18
Rappahannock Electri	Maintenanc Electric	rm REC ACO electric bill	02/09/2017	387.08
Rappahannock Electri	Maintenanc Electric	rm REC All County electric	02/09/2017	108.74
Rappahannock Electri	Maintenanc Electric	rm REC All County electric	02/09/2017	2,239.17
Rappahannock Electri	Maintenanc Electric	rm REC All County electric	02/09/2017	132.93
Rappahannock Electri	Maintenanc Electric	rm REC All County electric	02/09/2017	67.16
Rappahannock Electri	Maintenanc Electric	rm REC All County electric	02/09/2017	28.24
Rappahannock Electri	Maintenanc Electric	rm REC All County electric	02/09/2017	30.44
Rappahannock Electri	Maintenanc Electric	rm REC All County electric	02/09/2017	755.91
Rappahannock Electri	Maintenanc Electric	rm REC All County electric	02/09/2017	194.87
Rappahannock Electri	Maintenanc Electric	rm REC 101 Chalmers Ct electric bill	02/09/2017	1,794.78
Rappahannock Electri Total				14,135.21
Ricoh Usa	County Adm Maint Contracts	Customer #4786703	02/16/2017	387.14
Ricoh Usa	Com of Rev Maint Contracts	Customer 4786703	02/13/2017	88.88
Ricoh Usa	Treasurer Maint Contracts	Customer 4786703	02/13/2017	88.89
Ricoh Usa	Registrar Maint Contracts	Customer #4786703	02/16/2017	45.01
Ricoh Usa	District C Maint Contracts	Contract 4225631	02/01/2017	37.50
Ricoh Usa	J&D Court Maint Contracts	Contract 4225631	02/01/2017	37.50
Ricoh Usa	Plan Adm Maint Contracts	Customer #4786703	02/16/2017	261.09
Ricoh Usa	Coop Ext Maint Contracts	Customer #4786703	02/16/2017	207.09
Ricoh Usa	IT Maint Contracts	Customer 4786703	02/12/2017	43.01
Ricoh Usa Total				1,196.11
Riddleberger Bros	Maintenanc Purchased Services	rm RBI Rec Center no heat in gym	01/30/2017	348.50
Riddleberger Bros	Maintenanc Purchased Services	rm RBI Rec/Senior Center repairs reach in freezer	02/09/2017	764.40
Riddleberger Bros Total				1,112.90
Schenck Foods Compan	Programs Materials & Supplies	Afterschool	02/14/2017	207.40
Schenck Foods Compan Total				207.40
Shenandoah Area Agen	SAAA EntityGift	FY 17 Qtr 3 Civic Contribution	02/07/2017	10,000.00
Shenandoah Area Agen Total				10,000.00
Shred-It	Treasurer Purchased Services	shredding services	01/22/2017	23.59
Shred-It Total				23.59
Signet Screen Printi	Programs Advertising	Easter egg hunt sign	02/17/2017	50.00

**Clarke County
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VENDOR NAME	ACCOUNT DESC	FULL DESC	INVOICE DATE	AMOUNT
Signet Screen Printi Total				50.00
Smart, Kathy	BryDevAuth Board Member Fees	Attd @ BADA 01-25017 mtg	02/01/2017	25.00
Smart, Kathy Total				25.00
Southern Software In	Sheriff Maint Contracts	RMS Renewal 3/1/17 - 2/28/18	02/01/2017	5,149.00
Southern Software In Total				5,149.00
Sponsellers Flower S	BoS Miscellaneous Expenditures	sv-arrangement-Keeler	01/31/2017	60.00
Sponsellers Flower S Total				60.00
Teetor, Alison	Plan Adm Local Mileage	Mileage to Harrisonburg VA	02/17/2017	89.88
Teetor, Alison Total				89.88
Treasurer Of Virgini	Registrar Dues Subscr & Memb	Notary renewal	02/24/2017	45.00
Treasurer Of Virgini	Sheriff Travel - Sworn Staff	School Safety Training Forum	02/15/2017	125.00
Treasurer Of Virgini	Victim Witness Travel	Order #296766-140856-1, Registration Beth Marple	02/13/2017	100.00
Treasurer Of Virgini Total				270.00
Turkel, Jon	Plan Com Board Member Fees	Attd @ 1-3-17 & 1-6-17 PC mtgs	02/06/2017	100.00
Turkel, Jon Total				100.00
Uline	LitterCtrl Materials & Supplie	Recycling Containers	02/15/2017	435.71
Uline Total				435.71
USDA Rural Develop	RDA JGC Principal	Feb 2017 Debt Svc Pymt - Joint Gov Center	02/16/2017	6,538.42
USDA Rural Develop	RDA JGC Interest	Feb 2017 Debt Svc Pymt - Joint Gov Center	02/16/2017	14,436.58
USDA Rural Develop Total				20,975.00
Valley Health	EMS Materials & Supplies	WMC Supply Invoice Jan 2017	02/06/2017	1,484.20
Valley Health Total				1,484.20
Verizon	Sheriff Telephone	February Statement	02/01/2017	997.03
Verizon Total				997.03
Virginia Municipal C	County Adm Dues Subscr & Memb	Membership dues 2017	02/01/2017	30.00
Virginia Municipal C Total				30.00
Virginia Regional Tr	Virginia Regional Transit Cont	Civic Contribution FY 17 Qtr 2	02/16/2017	4,825.50
Virginia Regional Tr Total				4,825.50
VRAV	Registrar Dues Subscr & Memb	Membership dues Barbara Bosserman	02/15/2017	140.00
VRAV Total				140.00
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	02/17/2017	192.00
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	02/01/2017	47.71
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	02/02/2017	700.50
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	02/03/2017	283.55
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	02/06/2017	518.56
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	02/07/2017	479.11
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	02/08/2017	478.21
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	02/09/2017	101.45
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	02/10/2017	63.04
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	02/13/2017	235.13
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	02/14/2017	672.85
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	02/15/2017	232.96
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	02/16/2017	607.00
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	02/20/2017	283.79
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	02/21/2017	100.00
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	02/22/2017	44.88
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	02/23/2017	807.11
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	02/24/2017	277.41
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	02/27/2017	60.91
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	02/28/2017	180.00
Wage Works	Finance Purchased Services	Flex plan monthly admin & compliance fees	01/30/2017	412.25
Wage Works Total				6,778.42
Walmart	Parks Adm Materials & Supplies	supplies	02/02/2017	69.64
Walmart	Rec Center Materials & Supplie	supplies	02/02/2017	27.62
Walmart	Rec Center Merch for Resale	supplies	02/02/2017	164.67
Walmart	Programs Materials & Supplies	supplies	02/02/2017	249.15
Walmart Total				511.08
Washington Redskins	Programs Merch for Resale	Redskin Tickets	02/17/2017	4,821.00
Washington Redskins Total				4,821.00
Winchester Fire Spri	JGC Maintenanc Purchased Servi	rm Winchester Sprink 101 Chalmers check 2 heads pr	02/06/2017	119.13
Winchester Fire Spri	Maintenanc Purchased Services	rm Winchester Sprink 101 Chalmers check 2 heads pr	02/06/2017	70.87
Winchester Fire Spri Total				190.00

**Clarke County
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VENDOR NAME	ACCOUNT DESC	FULL DESC	INVOICE DATE	AMOUNT
Winchester Regional	Regional Airport Auth Contr	FY 17 Qtr 3 Civic Contribution	01/31/2017	625.00
Winchester Regional Total				625.00
Winchester Star	BoS Advertising	LBW PH 17-01	01/31/2017	185.90
Winchester Star	Parks Adm Dues Subscr & Memb	Paper subscription	02/15/2017	118.00
Winchester Star	Plan Adm Advertising	PH Notice for TA-17-01	02/01/2017	572.00
Winchester Star Total				875.90
Grand Total				171,112.56

Clarke Co. Reconciliation of Appropriations Year Ending June 30, 2017

13-Mar-17

Date	Total	General Fund	Soc Svcs Fund	CSA Fund	Sch Oper Fund	Food Serv Fund	GG Cap Fund	School Cap Fund	GG Debt Fund	School Debt Fund	Joint Fund	Conservation Easements	Shen Farm Sanitary	Unemploy. Fund
04/12/16 Appropriations Resolution: Total	45,436,058	9,722,387	1,546,124	1,097,426	22,137,428	838,400	955,162	4,412,000	251,700	3,815,812	592,619	30,000	20,000	17,000
<i>Adjustments:</i>														
7/19/2016 County Radio Maintenance		9,300												
7/19/2016 Moore & Dorsey Conservation Easement												160,000		
8/16/2016 Victim Witness Grant Carryover		1,304												
10/18/2016 Handsome Brook Grant							200,000							
10/18/2016 Planning Commissioner Training		1,750												
10/18/2016 Ball Field Lighting							44,949							
12/20/2016 School Operating Carryover								878,708						
12/20/2016 Conservation Easement: Susan Digges												70,500		
12/20/2016 Conservation Easement: Digges Farm												111,375		
12/20/2016 Conservation Easement: Cool Spring												317,100		
12/20/2016 Sheriff's Grant: Naxolone		1,000												
12/20/2016 Fire & EMS Personal Protective Equipment		22,080												
2/14/2017 Sheriff's Grant: Police In 21st Century		11,712												
2/14/2017 Greenway Court Restoration							6,059							
2/14/2017 Conservation Easement Purchase: Johnston												30,160		
2/14/2017 Stewardship: Community Services Study												11,894		
3/21/2017 Sheriff Grant: Emergency Management		7,500												
3/21/2017 Historic Resources Grant: book		9,500												
Revised Appropriation	47,330,949	9,786,533	1,546,124	1,097,426	22,137,428	838,400	1,206,170	5,290,708	251,700	3,815,812	592,619	731,029	20,000	17,000
Change to Appropriation	1,894,891	64,146	0	0	0	0	251,008	878,708	0	0	0	701,029	0	0
Original Revenue Estimate	15,701,573	3,091,611	1,023,207	550,456	9,822,991	838,400	0	154,000	0	178,908	2,000	20,000	20,000	0
<i>Adjustments:</i>														
7/19/2016 Moore & Dorsey Conservation Easement VDACS												80,000		
7/19/2016 Moore & Dorsey Conservation Easement CE FB												80,000		
8/16/2016 Victim Witness Grant Carryover		1,304												
10/18/2016 Handsome Brook Grant							200,000							
12/20/2016 Conservation Easement: Susan Digges												56,750		
12/20/2016 Conservation Easement: Digges Farm												90,812		
12/20/2016 Conservation Easement: Cool Spring												311,262		
12/20/2016 Sheriff's Grant: Naxolone		1,000												
2/14/2017 Sheriff's Grant: Police In 21st Century: State		11,712												
2/14/2017 Greenway Court Restoration: State							3,340							
2/14/2017 Greenway Court Restoration: Donation							2,719							
2/14/2017 Conservation Easement: Johnston - VDACS												15,080		
2/14/2017 Stewardship balance												11,894		
3/21/2017 Sheriff Grant: Emergency Management		7,500												
3/21/2017 Historic Resources Grant: book		9,500												
Revised Revenue Estimate	16,584,446	3,122,627	1,023,207	550,456	9,822,991	838,400	206,059	154,000	0	178,908	2,000	665,798	20,000	0
Change to Revenue Estimate	882,873	31,016	0	0	0	0	206,059	0	0	0	0	645,798	0	0
Original Local Tax Funding	29,734,485	6,630,776	522,917	546,970	12,314,437	0	955,162	4,258,000	251,700	3,636,904	590,619	10,000	0	17,000
Revised Local Tax Funding	30,746,503	6,663,906	522,917	546,970	12,314,437	0	1,000,111	5,136,708	251,700	3,636,904	590,619	65,231	0	17,000
Change to Local Tax Funding	1,012,018	33,130	0	0	0	0	44,949	878,708	0	0	0	55,231	0	0

Italics = Proposed actions

Title: General Fund Balance FY 17

03/13/17

Source: Clarke County Joint Administrative Services

Prior Titles

	<u>Prior</u>	<u>Current</u>
General Fund Balance Year End FY 15/16	13,598,905	13,598,905
Expenditure FY 15/16	(26,981,867)	(26,981,867)
Revenue FY 15/16	27,311,595	27,311,595
General Fund Balance Year End FY 15/16	13,928,633	13,928,633

Designations

Liquidity Designation @ 12% of FY 16/17 Budgeted Operating Revenue	(\$3,390,324)	(\$3,390,324)
Stabilization Designation @ 3% of FY 16/17 Budgeted Operating Revenue	(847,581)	(847,581)
Continuing Local GF Appropriations for Capital Projects	(3,087,639)	(3,087,639)
Conservation Easements from Government Savings	(98,231)	(98,231)
Comprehensive Services Act Shortfall	(166,866)	(166,866)
Parks Master Plan	(80,000)	(80,000)
<i>Emergency Vehicles</i>		(30,000)
Government Savings (GenGov, JAS, DSS)*	(169,575)	(169,575)
Data and Communications Technology	(128,000)	(128,000)
Leave Liability	(75,000)	(75,000)
FY 16/17 Original Budget Surplus (Deficit)	(4,573,399)	(4,573,399)
TOTAL Designations	(12,616,615)	(12,646,615)
FY 17 Supplemental Expenditure	(1,877,891)	(1,894,891)
FY 17 Supplemental Revenue	865,873	882,873
Undesignated	300,000	270,000

*The following uses for these funds have occurred since July 1 and are reflected above:

<i>Planning Commissioner Training</i>	1,750
<i>Baseball Field Lighting</i>	44,949
<i>Communications System Maintenance</i>	9,300
<i>Fire & EMS Protective Equipment</i>	22,080
<i>Total</i>	78,079
<i>Conservation Easement Usage:</i>	\$55,231

**Clarke County
YTD Budget Report
February 28, 2017**

FUNCTION	ORG	OBJ	PROJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	% USED
11010	10000010	1300		BoS Part Time Salaries	13,800	13,800	9,400.00	1,250.00	4,600.00	-200.00	101.40
11010	10000010	2100		BoS FICA	907	960	660.65	87.68	311.84	-12.49	101.30
11010	10000010	2300		BoS Health Ins	14,169	14,116	8,651.87	1,176.06	5,715.81	-251.68	101.80
11010	10000010	3000		BoS Purchased Services	5,000	5,000	900.00	0.00	0.00	4,100.00	18.00
11010	10000010	3600		BoS Advertising	5,600	5,600	3,074.50	185.90	0.00	2,525.50	54.90
11010	10000010	5210		BoS Postal Services	300	300	381.98	77.69	0.00	-81.98	127.30
11010	10000010	5230		BoS Telephone	0	0	15.64	0.00	0.00	-15.64	100.00
11010	10000010	5300		BoS Insurance	7,200	7,200	7,118.00	0.00	0.00	82.00	98.90
11010	10000010	5500		BoS Travel	5,000	5,000	2,526.97	0.00	0.00	2,473.03	50.50
11010	10000010	5800		BoS Miscellaneous Expenditures	2,200	2,200	224.92	60.00	0.00	1,975.08	10.20
11010	10000010	5810		BoS Dues, Subscrip & Member	5,500	5,500	5,181.04	359.08	0.00	318.96	94.20
11010	10000010	6000		BoS Materials & Supplies	500	500	1,496.89	114.44	0.00	-996.89	299.40
11010 Total	Board of Supervisors				60,176	60,176	39,632.46	3,310.85	10,627.65	9,915.89	83.52
12110	10000020	1100		County Adm Salaries	232,439	232,439	155,533.68	19,441.71	77,766.84	-861.52	100.40
12110	10000020	2100		County Adm FICA	15,788	16,006	10,319.91	1,432.17	5,863.23	-177.14	101.10
12110	10000020	2210		County Adm VRS Plans 1&2	19,730	19,808	13,204.80	1,650.60	6,849.37	-246.17	101.20
12110	10000020	2300		County Adm Health Ins	26,648	26,340	16,900.88	2,112.61	8,717.67	721.45	97.30
12110	10000020	2400		County Adm Life Insurance	3,045	3,057	2,037.52	254.69	1,056.83	-37.35	101.20
12110	10000020	2700		County Adm Workers Comp	285	285	229.48	0.00	0.00	55.52	80.50
12110	10000020	3000		County Adm Purchased Svcs	1,000	1,000	280.00	0.00	0.00	720.00	28.00
12110	10000020	3320		County Adm Maint Contracts	1,300	1,300	1,077.90	387.14	271.91	-49.81	103.80
12110	10000020	3500		County Adm Printing & Binding	1,000	1,000	0.00	0.00	0.00	1,000.00	0.00
12110	10000020	5210		County Adm Postal Svcs	100	100	0.00	0.00	0.00	100.00	0.00
12110	10000020	5230		County Adm Telephone	1,000	1,000	405.82	41.97	253.52	340.66	65.90
12110	10000020	5500		County Adm Travel	500	500	523.34	0.00	0.00	-23.34	104.70
12110	10000020	5800		County Adm Miscellaneous Expen	0	0	385.39	0.00	0.00	-385.39	100.00
12110	10000020	5810		County Adm Dues Subscr & Memb	1,500	1,500	205.00	30.00	0.00	1,295.00	13.70
12110	10000020	6000		County Adm Materials & Supplies	1,000	1,000	1,751.72	69.68	282.48	-1,034.20	203.40
12110	10000020	6008		County Adm Vehicle Fuel	1,000	1,000	368.21	25.82	0.00	631.79	36.80
12110 Total	County Administrator				306,335	306,335	203,223.65	25,446.39	101,061.85	2,049.50	99.33
12210	10000030	3000		Legal Svc Purchased Svcs	35,000	35,000	31,070.45	80.00	0.00	3,929.55	88.77
12210 Total	Legal Services				35,000	35,000	31,070.45	80.00	0.00	3,929.55	88.77
12310	10000040	1100		Com of Rev Salaries	148,796	148,796	98,316.32	12,289.54	49,158.16	1,321.52	99.10
12310	10000040	2100		Com of Rev FICA	10,340	10,340	6,872.96	860.45	3,409.95	57.09	99.40
12310	10000040	2210		Com of Rev VRS Plans 1&2	12,632	12,543	8,347.04	1,043.38	4,220.01	-24.05	100.20
12310	10000040	2300		Com of Rev Health Ins	22,367	22,456	14,970.32	1,871.29	7,556.73	-71.05	100.30
12310	10000040	2400		Com of Rev Life Insurance	1,950	1,950	1,287.92	160.99	651.13	10.95	99.40
12310	10000040	2700		Com of Rev Workers Comp	165	165	147.61	0.00	0.00	17.39	89.50
12310	10000040	3000		Com of Rev Purchased Services	400	400	356.49	0.00	0.00	43.51	89.10
12310	10000040	3320		Com of Rev Maint Contracts	400	400	162.62	88.88	380.12	-142.74	135.70
12310	10000040	3500		Com of Rev Printing & Binding	400	400	151.00	0.00	0.00	249.00	37.80
12310	10000040	4100		Com of Rev Data Processing	1,900	1,900	0.00	0.00	0.00	1,900.00	0.00
12310	10000040	5210		Com of Rev Postal Svcs	2,200	2,200	1,581.95	989.14	0.00	618.05	71.90
12310	10000040	5230		Com of Rev Telephone	200	200	78.10	0.00	0.00	121.90	39.10
12310	10000040	5500		Com of Rev Travel	1,500	1,500	1,985.99	80.00	0.00	-485.99	132.40
12310	10000040	5510		Com of Rev Local Mileage	500	500	0.00	0.00	0.00	500.00	0.00
12310	10000040	5810		Com of Rev Dues Subscr & Memb	1,000	1,000	652.50	0.00	0.00	347.50	65.30
12310	10000040	6000		Com of Rev Materials & Supplie	1,100	1,100	379.58	183.65	0.00	720.42	34.50
12310 Total	Commissioner of Revenue				205,850	205,850	135,290.40	17,567.32	65,376.10	5,183.50	97.48
12320	10000050	3320		Assessor Maint Contracts	3,500	3,500	3,500.00	0.00	0.00	0.00	100.00
12320 Total	Assessor				3,500	3,500	3,500.00	0.00	0.00	0.00	100.00
12330	10000060	3000		Equalize Purchased Services	0	0	3,200.00	0.00	0.00	-3,200.00	100.00
12330 Total	Equalization Board				0	0	3,200.00	0.00	0.00	-3,200.00	100.00
12410	10000070	1100		Treasurer Salaries	180,638	180,638	119,568.72	14,946.09	59,784.36	1,284.92	99.30
12410	10000070	2100		Treasurer FICA	13,569	13,719	9,024.94	1,128.10	4,608.34	85.72	99.40
12410	10000070	2210		Treasurer VRS Plans 1&2	15,336	12,549	8,294.00	1,036.75	4,163.75	91.25	99.30
12410	10000070	2220		Treasurer VRS Hybrid	0	2,787	1,830.10	218.51	956.88	0.02	100.00
12410	10000070	2300		Treasurer Health Ins	20,745	20,745	9,408.48	1,176.06	4,722.39	6,614.13	68.10
12410	10000070	2400		Treasurer Life Insurance	2,366	2,022	1,566.40	195.80	747.85	-292.25	114.50
12410	10000070	2510		Treasurer Disab Ins - Hybrid	0	194	129.12	16.14	64.58	0.30	99.80
12410	10000070	2700		Treasurer Workers Comp	200	200	178.75	0.00	0.00	21.25	89.40
12410	10000070	3000		Treasurer Purchased Services	300	300	141.54	23.59	0.00	158.46	47.20
12410	10000070	3180		Treasurer Credit Card Fees	600	600	5,299.86	0.00	0.00	-4,699.86	883.30
12410	10000070	3190		Treasurer DMV Stop	800	800	2,260.00	220.00	0.00	-1,460.00	282.50
12410	10000070	3320		Treasurer Maint Contracts	200	200	162.62	88.89	380.11	-342.73	271.40
12410	10000070	3500		Treasurer Printing & Binding	9,500	9,500	5,573.24	0.00	0.00	3,926.76	58.70
12410	10000070	3600		Treasurer Advertising	1,500	1,500	0.00	0.00	0.00	1,500.00	0.00
12410	10000070	5210		Treasurer Postal Svcs	20,500	20,500	9,847.74	555.43	0.00	10,652.26	48.00
12410	10000070	5230		Treasurer Telephone	1,600	1,600	993.02	0.00	0.00	606.98	62.10
12410	10000070	5500		Treasurer Travel	1,500	1,500	387.72	0.00	0.00	1,112.28	25.80

**Clarke County
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FUNCTION	ORG	OBJ	PROJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	% USED
12410	10000070	5510		Treasurer Local Mileage	200	200	147.96	0.00	0.00	52.04	74.00
12410	10000070	5810		Treasurer Dues Subscr & Memb	800	800	375.00	0.00	0.00	425.00	46.90
12410	10000070	6000		Treasurer Materials & Supplies	5,000	5,000	2,236.13	433.38	0.00	2,763.87	44.70
12410 Total	Treasurer				275,354	275,354	177,425.34	20,038.74	75,428.26	22,500.40	91.83
12510	10000080	1100		IT Salaries	133,844	133,844	91,724.16	11,778.02	47,112.08	-4,992.24	103.70
12510	10000080	2100		IT FICA	10,034	10,577	7,009.23	901.11	3,588.11	-20.34	100.20
12510	10000080	2210		IT VRS Plans 1&2	11,364	10,821	4,603.60	575.45	2,322.09	3,895.31	64.00
12510	10000080	2220		IT VRS Hybrid	0	0	2,921.50	399.50	1,749.72	-4,671.22	100.00
12510	10000080	2300		IT Health Ins	13,708	14,113	9,408.48	1,176.06	4,727.33	-22.81	100.20
12510	10000080	2400		IT Life Insurance	1,753	1,348	1,168.82	154.29	620.54	-441.36	132.70
12510	10000080	2510		IT Disab Ins - Hybrid	0	0	206.50	29.50	118.09	-324.59	100.00
12510	10000080	2700		IT Workers Comp	150	150	131.31	0.00	0.00	18.69	87.50
12510	10000080	3000		IT Purchased Services	4,000	4,000	3,411.79	18.94	650.00	-61.79	101.50
12510	10000080	3320		IT Maint Contracts	68,162	68,162	46,022.88	0.00	3,044.18	19,094.94	72.00
12510	10000080	5210		IT Postal Svcs	25	25	2.46	0.47	0.00	22.54	9.80
12510	10000080	5230		IT Telephone	35,000	35,000	15,860.91	122.56	9,245.13	9,893.96	71.70
12510	10000080	5240		Telecommunications Online Tech	0	0	3,895.56	2,484.00	7,084.20	-10,979.76	100.00
12510	10000080	5400		IT Leases & Rentals	0	0	11,880.00	-2,484.00	6,912.00	-18,792.00	100.00
12510	10000080	5500		IT Travel	300	300	0.00	0.00	0.00	300.00	0.00
12510	10000080	5810		IT Dues Subscr & Memb	0	0	0.00	-18.94	0.00	0.00	0.00
12510	10000080	6000		IT Materials & Supplies	2,500	2,500	708.37	0.00	0.00	1,791.63	28.30
12510	10000080	6008		IT Vehicle Fuel	0	0	58.02	0.00	0.00	-58.02	100.00
12510	10000080	6040		IT Technology SW/OL Content	7,000	7,000	6,388.00	0.00	718.40	-106.40	101.50
12510	10000080	8200		IT Capital Outlay Adds	7,000	7,000	5,889.23	394.00	0.00	1,110.77	84.10
12510 Total	Data Processing/IT				294,840	294,840	211,290.82	15,530.96	87,891.87	-4,342.69	101.47
13100	10000090	1300		Electoral Part Time Salaries	6,319	6,319	4,212.00	2,106.00	2,106.00	1.00	100.00
13100	10000090	2100		Electoral FICA	484	484	322.20	161.10	161.13	0.67	99.90
13100	10000090	2700		Electoral Workers Comp	12	12	6.09	0.00	0.00	5.91	50.80
13100	10000090	3000		Electoral Purchased Services	7,300	7,300	2,099.52	0.00	0.00	5,200.48	28.80
13100	10000090	3160		Electoral Board Member Fees	10,875	10,875	6,855.00	0.00	0.00	4,020.00	63.00
13100	10000090	3320		Electoral Maint Contracts	4,500	4,500	4,500.00	0.00	0.00	0.00	100.00
13100	10000090	3500		Electoral Printing & Binding	6,000	6,000	2,596.40	0.00	0.00	3,403.60	43.30
13100	10000090	3600		Electoral Advertising	240	240	115.60	0.00	0.00	124.40	48.20
13100	10000090	5210		Electoral Postal Svcs	750	750	1,087.87	797.24	0.00	-337.87	145.00
13100	10000090	5400		Electoral Leases & Rentals	1,200	1,200	920.00	0.00	0.00	280.00	76.70
13100	10000090	5500		Electoral Travel	900	900	0.00	0.00	0.00	900.00	0.00
13100	10000090	5510		Electoral Local Mileage	570	570	249.95	0.00	0.00	320.05	43.90
13100	10000090	5810		Electoral Dues Subscr & Memb	160	160	180.00	0.00	0.00	-20.00	112.50
13100	10000090	6000		Electoral Materials & Supplies	1,670	1,670	2,065.78	0.00	0.00	-395.78	123.70
13100 Total	Electoral Board and Officials				40,980	40,980	25,210.41	3,064.34	2,267.13	13,502.46	67.05
13200	10000100	1100		Registrar Salaries	49,637	49,637	34,194.64	4,274.33	17,097.32	-1,654.96	103.30
13200	10000100	1300		Registrar Part Time Salaries	8,840	8,840	6,538.12	650.00	0.00	2,301.88	74.00
13200	10000100	2100		Registrar FICA	4,294	4,294	3,137.89	379.44	1,307.99	-151.88	103.50
13200	10000100	2210		Registrar VRS Plans 1&2	4,372	4,372	2,903.12	362.89	1,472.79	-3.91	100.10
13200	10000100	2400		Registrar Life Insurance	675	675	447.92	55.99	227.27	-0.19	100.00
13200	10000100	2700		Registrar Workers Comp	57	57	59.68	0.00	0.00	-2.68	104.70
13200	10000100	3000		Registrar Purchased Services	1,400	1,400	112.00	0.00	0.00	1,288.00	8.00
13200	10000100	3320		Registrar Maint Contracts	200	200	125.33	45.01	31.61	43.06	78.50
13200	10000100	5210		Registrar Postal Svcs	750	750	1,052.74	168.54	0.00	-302.74	140.40
13200	10000100	5230		Registrar Telephone	1,000	1,000	483.03	61.28	230.28	286.69	71.30
13200	10000100	5500		Registrar Travel	1,470	1,470	703.00	149.56	0.00	767.00	47.80
13200	10000100	5510		Registrar Local Mileage	400	400	481.44	0.00	0.00	-81.44	120.40
13200	10000100	5810		Registrar Dues Subscr & Memb	150	150	185.00	185.00	0.00	-35.00	123.30
13200	10000100	6000		Registrar Materials & Supplies	725	725	544.81	39.37	0.00	180.19	75.10
13200 Total	Registrar				73,970	73,970	50,968.72	6,371.41	20,367.26	2,634.02	96.44
21100	10000110	5841		Circuit C Juror Pay	2,000	2,000	2,130.00	0.00	0.00	-130.00	106.50
21100	10000110	5842		Circuit C Jury Comm	180	180	180.00	0.00	0.00	0.00	100.00
21100	10000110	7000		Circuit Ct Pyt to Joint Ops	10,000	10,000	10,391.05	0.00	0.00	-391.05	103.90
21100 Total	Circuit Court				12,180	12,180	12,701.05	0.00	0.00	-521.05	104.28
21200	10000120	3000		District C Purchased Services	350	350	0.00	0.00	0.00	350.00	0.00
21200	10000120	3150		District C Legal Svcs	270	270	151.03	0.00	0.00	118.97	55.90
21200	10000120	3320		District C Maint Contracts	300	300	351.64	37.50	368.36	-420.00	240.00
21200	10000120	5210		District C Postal Svcs	700	700	318.00	0.00	0.00	382.00	45.40
21200	10000120	5230		District C Telephone	2,000	2,000	1,031.96	0.00	0.00	968.04	51.60
21200	10000120	5810		District C Dues Subscr & Memb	200	200	40.00	0.00	0.00	160.00	20.00
21200	10000120	6000		District C Materials & Supplie	600	600	116.52	0.00	0.00	483.48	19.40
21200 Total	General District Court				4,420	4,420	2,009.15	37.50	368.36	2,042.49	53.79
21300	10000125	5230		Magistrate Telephone	200	200	17.37	0.00	0.00	182.63	8.70
21300 Total	Magistrate				200	200	17.37	0.00	0.00	182.63	8.69
21510	10000130	5600		Blue Ridge Legal Svc Contr	1,500	1,500	1,500.00	0.00	0.00	0.00	100.00

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FUNCTION	ORG	OBJ	PROJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	% USED
21510 Total	Blue Ridge Legal Services				1,500	1,500	1,500.00	0.00	0.00	0.00	100.00
21600	10000140	3320		J&D Court Maint Contracts	700	700	220.84	37.50	259.16	220.00	68.60
21600	10000140	5210		J&D Court Postal Svcs	700	700	186.00	0.00	0.00	514.00	26.60
21600	10000140	5230		J&D Court Telephone	700	700	401.72	0.00	0.00	298.28	57.40
21600	10000140	5810		J&D Court Dues Subscr & Memb	200	200	50.00	0.00	0.00	150.00	25.00
21600	10000140	6000		J&D Court Materials & Supplies	1,200	1,200	26.38	0.00	0.00	1,173.62	2.20
21600 Total	Juvenile & Domestic Relations				3,500	3,500	884.94	37.50	259.16	2,355.90	32.69
21700	10000150	1100		Clk of CC Salaries	174,747	174,747	115,854.00	14,481.75	57,927.00	966.00	99.40
21700	10000150	2100		Clk of CC FICA	13,222	13,222	8,968.52	1,121.00	4,380.85	-127.37	101.00
21700	10000150	2210		Clk of CC VRS Plans 1&2	14,836	14,802	9,836.00	1,229.50	5,110.78	-144.78	101.00
21700	10000150	2300		Clk of CC Health Ins	14,079	14,113	9,408.48	1,176.06	4,872.37	-167.85	101.20
21700	10000150	2400		Clk of CC Life Insurance	2,290	2,290	1,517.68	189.71	788.58	-16.26	100.70
21700	10000150	2700		Clk of CC Workers Comp	200	200	173.69	0.00	0.00	26.31	86.80
21700	10000150	3000		Clk of CC Purchased Services	3,000	3,000	0.00	0.00	0.00	3,000.00	0.00
21700	10000150	3320		Clk of CC Maint Contracts	12,000	12,000	646.87	0.00	1,034.99	10,318.14	14.00
21700	10000150	3500		Clk of CC Printing & Binding	1,000	1,000	0.00	0.00	0.00	1,000.00	0.00
21700	10000150	3510		Clk of CC Microfilming	6,500	6,500	4,168.50	451.39	0.00	2,331.50	64.10
21700	10000150	5210		Clk of CC Postal Svcs	3,500	3,500	1,223.86	258.70	0.00	2,276.14	35.00
21700	10000150	5230		Clk of CC Telephone	1,000	1,000	730.11	0.00	0.00	269.89	73.00
21700	10000150	6000		Clk of CC Materials & Supplies	6,500	6,500	3,638.35	101.75	0.00	2,861.65	56.00
21700 Total	Clerk of the Circuit Court				252,874	252,874	156,166.06	19,009.86	74,114.57	22,593.37	91.07
21910	10001440	1100	VWIT	Victim Witness Regular Salary	34,296	36,927	24,617.92	3,077.24	12,308.95	-0.02	100.00
21910	10001440	1300	VWIT	Victim Witness Part Time Salar	30,449	14,392	2,739.00	198.00	0.00	11,652.68	19.00
21910	10001440	2100	VWIT	Victim Witness FICA	2,623	3,930	2,096.09	250.95	941.58	892.05	77.30
21910	10001440	2210	VWIT	Victim Witness VRS Plans 1&2	2,912	3,135	2,090.08	261.26	1,048.08	-3.14	100.10
21910	10001440	2400	VWIT	VictimWit Life Insurance	449	484	322.48	40.31	161.73	-0.48	100.10
21910	10001440	2700	12716	VictimWit Workers Comp	46	0	0.00	0.00	0.00	0.00	0.00
21910	10001440	2700	VWIT	Victim Witness Workers Comp	0	46	40.05	0.00	0.00	5.95	87.10
21910	10001440	3000	12716	VictimWit Purchased Services	0	188	176.11	0.00	0.00	11.54	93.90
21910	10001440	3000	VWIT	Victim Witness Purchased Servi	0	650	0.00	0.00	0.00	650.00	0.00
21910	10001440	5210	VWIT	Victim Witness Postal Svcs	0	340	0.00	0.00	0.00	340.00	0.00
21910	10001440	5500	12716	VictimWit Travel	0	594	859.00	0.00	0.00	-265.00	144.60
21910	10001440	5500	VWIT	Victim Witness Travel	0	4,070	1,676.70	100.00	0.00	2,393.30	41.20
21910	10001440	5510	12716	VictimWit Local Mileage	0	455	449.13	0.00	0.00	5.77	98.70
21910	10001440	5510	VWIT	VictimWit Travel Local Mileage	0	137	16.08	16.08	0.00	120.92	11.70
21910	10001440	5810	VWIT	VictimWit Dues Subscr & Memb	0	245	50.00	0.00	0.00	195.00	20.40
21910	10001440	6000	12716	VictimWit Materials & Supplies	0	67	6.50	0.00	0.00	60.95	9.60
21910	10001440	6000	VWIT	Victim Witness Matl & Supplies	0	6,420	253.29	6.40	3,944.16	2,222.55	65.40
21910 Total	Victim and Witness Assistance				70,775	72,079	35,392.43	3,950.24	18,404.50	18,282.07	74.64
21940	10000160	5600		Regional Crt Svc Entity Gift	4,494	4,494	4,494.00	0.00	0.00	0.00	100.00
21940 Total	Regional Court Services				4,494	4,494	4,494.00	0.00	0.00	0.00	100.00
22100	10000170	1100		Comm Atty Salaries	241,513	241,513	156,948.70	19,616.55	78,466.21	6,098.09	97.50
22100	10000170	1300		Comm Atty Part Time Salaries	12,300	12,300	10,543.30	2,521.44	0.00	1,756.70	85.70
22100	10000170	2100		Comm Atty FICA	16,857	16,857	12,484.20	1,631.46	5,762.85	-1,390.05	108.20
22100	10000170	2210		Comm Atty VRS Plans 1&2	18,799	15,608	10,448.70	1,300.98	5,290.84	-131.54	100.80
22100	10000170	2220		Comm Atty VRS Hybrid	0	3,191	3,657.52	343.01	1,504.45	-1,970.97	161.80
22100	10000170	2300		Comm Atty Health Ins	20,040	20,040	16,387.26	1,855.80	7,525.77	-3,873.03	119.30
22100	10000170	2400		Comm Atty Life Insurance	2,900	2,900	2,183.22	256.98	1,041.93	-325.15	111.20
22100	10000170	2510		Comm Atty Disab Ins - Hybrid	0	0	257.18	25.33	101.56	-358.74	100.00
22100	10000170	2700		Comm Atty Workers Comp	245	245	239.58	0.00	0.00	5.42	97.80
22100	10000170	3320		Comm Atty Maint Contracts	500	500	287.55	0.00	95.85	116.60	76.70
22100	10000170	5210		Comm Atty Postal Svcs	1,300	1,300	680.95	0.00	0.00	619.05	52.40
22100	10000170	5230		Comm Atty Telephone	3,000	3,000	1,369.54	167.88	1,019.88	610.58	79.60
22100	10000170	5500		Comm Atty Travel	6,050	6,050	2,187.12	97.58	0.00	3,862.88	36.20
22100	10000170	5549		Comm Atty Witness Travel Expen	500	500	0.00	0.00	0.00	500.00	0.00
22100	10000170	5810		Comm Atty Dues Subscr & Memb	2,500	2,500	2,180.01	0.00	0.00	319.99	87.20
22100	10000170	6000		Comm Atty Materials & Supplies	2,000	2,000	195.26	28.00	0.00	1,804.74	9.80
	10000170 Total Commonwealth's Attorney				328,504	328,504	220,050.09	27,845.01	100,809.34	7,644.57	97.67
22100	10001420	1100	VSTOP	Comm Atty Salaries	8,625	8,625	17,758.36	2,219.80	8,879.20	-18,012.56	308.80
22100	10001420	1300	VSTOP	Comm Atty Part Time Salaries	8,476	8,476	0.00	0.00	0.00	8,476.00	0.00
22100	10001420	2100	VSTOP	Comm Atty FICA	2,660	2,660	566.65	145.69	580.84	1,512.51	43.10
22100	10001420	2210	VSTOP	Comm Atty VRS Plans 1&2	3,398	870	420.58	57.68	231.96	217.46	75.00
22100	10001420	2220	VSTOP	Comm Atty VRS Hybrid	0	2,528	246.14	123.07	539.64	1,742.22	31.10
22100	10001420	2300	VSTOP	Comm Atty Health Ins	5,311	5,311	513.62	256.81	1,030.21	3,767.17	29.10
22100	10001420	2400	VSTOP	Comm Atty Life Insurance	525	525	105.26	29.08	116.69	303.05	42.30
22100	10001420	2510	VSTOP	Comm Atty Disab Ins - Hybrid	0	0	18.18	9.09	36.43	-54.61	100.00
	10001420 Total Violence Against Women Prev				28,995	28,995	19,628.79	2,841.22	11,414.97	-2,048.76	107.07
22100 Total	Commonwealth's Attorney - Total				357,499	357,499	239,678.88	30,686.23	112,224.31	5,595.81	98.43
31200	10000180	1100		Sheriff Salaries	1,312,295	1,312,295	862,706.29	109,138.12	433,709.26	15,879.45	98.80
31200	10000180	1200		Sheriff Overtime	0	0	196.56	0.00	0.00	-196.56	100.00

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31200	10000180	1300		Sheriff Part Time Salaries	43,000	43,000	24,732.89	3,213.93	0.00	18,267.11	57.50
31200	10000180	1660		Sheriff Emp Bonuses	0	0	1,250.00	0.00	0.00	-1,250.00	100.00
31200	10000180	2100		Sheriff FICA	97,216	97,216	65,360.92	8,213.85	31,136.94	718.14	99.30
31200	10000180	2210		Sheriff VRS Plans 1&2	103,361	103,361	66,074.12	8,303.16	34,426.55	2,860.33	97.20
31200	10000180	2220		Sheriff VRS Hybrid	8,049	8,049	7,199.16	862.02	3,739.48	-2,889.64	135.90
31200	10000180	2300		Sheriff Health Ins	201,377	201,377	130,988.15	15,992.54	68,420.65	1,968.20	99.00
31200	10000180	2400		Sheriff Life Insurance	17,193	17,193	11,318.40	1,420.40	5,876.62	-2.02	100.00
31200	10000180	2510		Sheriff Disab Ins - Hybrid	560	560	505.80	62.70	254.36	-200.16	135.70
31200	10000180	2700		Sheriff Workers Comp	22,116	22,116	26,820.10	0.00	0.00	-4,704.10	121.30
31200	10000180	2800		Sheriff Leave Pay	0	0	9,433.02	0.00	0.00	-9,433.02	100.00
31200	10000180	2860		Sheriff LODA	7,500	7,500	7,586.42	0.00	0.00	-86.42	101.20
31200	10000180	3000		Sheriff Purchased Services	25,000	25,000	13,943.97	279.54	3,217.00	7,839.03	68.60
31200	10000180	3320		Sheriff Maint Contracts	121,033	130,333	99,058.10	5,149.00	203.63	31,071.27	76.20
31200	10000180	3350		Sheriff Insured Repair Svcs	2,000	2,000	2,167.56	0.00	0.00	-167.56	108.40
31200	10000180	3500		Sheriff Printing & Binding	1,000	1,000	315.30	0.00	0.00	684.70	31.50
31200	10000180	5210		Sheriff Postal Svcs	2,200	2,200	1,092.20	67.76	0.00	1,107.80	49.60
31200	10000180	5230		Sheriff Telephone	55,000	55,000	23,052.64	2,015.08	7,400.06	24,547.30	55.40
31200	10000180	5300		Sheriff Insurance	15,000	15,000	16,623.84	0.00	0.00	-1,623.84	110.80
31200	10000180	5400		Sheriff Leases & Rentals	28,000	28,000	17,181.00	0.00	7,659.00	3,160.21	88.70
31200	10000180	5500		Sheriff Travel	46,900	46,900	2,189.37	0.00	0.00	44,710.63	4.70
31200	10000180	5500	CST	Sheriff Travel - Communication	0	0	2,002.00	0.00	3,948.00	-5,950.00	100.00
31200	10000180	5500	SST	Sheriff Travel - Sworn Staff	0	0	11,863.21	350.00	895.00	-12,758.21	100.00
31200	10000180	5800		Sheriff Miscellaneous Expendit	1,000	1,000	62.71	0.00	0.00	937.29	6.30
31200	10000180	5810		Sheriff Dues Subscr & Memb	3,300	3,300	3,540.00	230.00	0.00	-240.00	107.30
31200	10000180	6000		Sheriff Materials & Supplies	51,000	51,000	1,258.62	46.80	218.40	49,522.98	2.90
31200	10000180	6000	COS	Sheriff Mtls & Supplies Commun	0	0	1,233.25	187.10	0.00	-1,233.25	100.00
31200	10000180	6000	ETK	E-Ticket Mat'l and Supplies	0	0	104.85	0.00	0.00	-104.85	100.00
31200	10000180	6000	PSU	Sheriff Police Supplies	0	0	4,923.13	0.00	0.00	-4,923.13	100.00
31200	10000180	6000	SOS	Sheriff Office Supplies	0	0	2,481.02	49.90	0.00	-2,481.02	100.00
31200	10000180	6000	VRP	Sheriff Vehicle Repair Parts	0	0	12,640.23	199.94	4,235.16	-16,875.39	100.00
31200	10000180	6008		Sheriff Vehicle Fuel	60,000	60,000	22,689.79	0.00	0.00	37,310.21	37.80
31200	10000180	6011		Sheriff Clothing	8,000	8,000	15.49	0.00	0.00	7,984.51	0.20
31200	10000180	6011	CSU	Sheriff Uniform Communications	0	0	721.50	0.00	0.00	-721.50	100.00
31200	10000180	6011	SSU	Sheriff Uniform Sworn Staff	0	0	4,943.72	122.36	0.00	-4,943.72	100.00
31200	10000180	6015		Sheriff Ammunition	12,500	12,500	7,465.20	0.00	3,162.78	1,872.02	85.00
	10000180	Total Sheriff			2,244,600	2,253,900	1,465,740.53	155,904.20	608,502.89	179,656.58	92.03
31200	10001480	1200		DMV Alcohol Grant Overtime	12,923	12,923	0.00	0.00	0.00	12,923.00	0.00
31200	10001480	1200	40216	DMV Alcohol Grant Overtime	0	0	2,501.74	0.00	0.00	-2,501.74	100.00
31200	10001480	1200	DMVAL	DMV Alcohol Grant Overtime	0	0	3,256.20	1,166.38	0.00	-3,256.20	100.00
31200	10001480	6000	DMVAL	DMV Alcohol Grant Mat&Sup	0	0	1,359.00	0.00	0.00	-1,359.00	100.00
	10001480	Total VA Hwy Safety Enf - Alcohol			12,923	12,923	7,116.94	1,166.38	0.00	5,806.06	55.07
31200	10001500	1200	DMVSP	DMV Speed Overtime	0	0	990.18	140.21	0.00	-990.18	100.00
31200	10001500	2100	40317	DMV Speed FICA	8,000	8,000	0.00	0.00	0.00	8,000.00	0.00
	10001500	Total VA Hwy Safety Enf - Speed			8,000	8,000	990.18	140.21	0.00	7,009.82	12.38
31200	10001520	5500	41017	ICAC Travel	2,000	2,000	2,404.95	0.00	0.00	-404.95	120.20
31200	10001520	6000	41017	ICAC Materials & Supplies	2,000	2,000	0.00	0.00	0.00	2,000.00	0.00
	10001520	Total NOVA Int Cr Against Child			4,000	4,000	2,404.95	0.00	0.00	1,595.05	60.12
31200	10001552	1100		DCJS Byrne-21st Century Sal	0	1,346	0.00	0.00	0.00	1,346.00	0.00
31200	10001552	5500		Byrne-21st Cenury Grant-Travel	0	1,410	0.00	0.00	0.00	1,410.00	0.00
31200	10001552	6000		Byrne-21st CenturyGrant Mat&Su	0	8,956	0.00	0.00	0.00	8,956.00	0.00
	10001552	Total DCJS Byrne Justice Assist			0	11,712	0.00	0.00	0.00	11,712.00	0.00
31200	10001551	6000		DCJS Byrne Materials & Supplie	0	1,000	0.00	0.00	0.00	1,000.00	0.00
	10001551	Total DCJS Byrne Justice Assist			0	1,000	0.00	0.00	0.00	1,000.00	0.00
31200	10001550	1200		DCJS Byrne Overtime	1,510	1,510	0.00	0.00	0.00	1,510.00	0.00
31200	10001550	1300		DCJS Byrne Part Time Salaries	0	0	454.70	0.00	0.00	-454.70	100.00
31200	10001550	2100		DCJS Byrne FICA	0	0	30.59	0.00	0.00	-30.59	100.00
	10001550	Total DCJS Byrne Justice Assist			1,510	1,510	485.29	0.00	0.00	1,024.71	32.14
31200 Total	Sheriff - Total				2,271,033	2,293,045	1,476,737.89	157,210.79	608,502.89	207,804.22	90.94
31210	10000190	5600		Criminal Justice Training Ctr	19,593	19,593	19,593.00	0.00	0.00	0.00	100.00
31210 Total	Criminal Justice Training Ctr				19,593	19,593	19,593.00	0.00	0.00	0.00	100.00
31220	10000200	5600		Drug Task Force Entity Gift	12,500	12,500	5,436.60	0.00	0.00	7,063.40	43.50
31220 Total	Drug Task Force				12,500	12,500	5,436.60	0.00	0.00	7,063.40	43.49
31400	10000210	3000		Communicat Purchased Services	0	0	0.00	-87.27	0.00	0.00	0.00
31400	10000210	5230		Communicat Telephone	0	0	169.09	169.09	-2,310.96	2,141.87	100.00
31400	10000210	6000		Communicat Materials & Supplie	0	0	0.00	-174.10	0.00	0.00	0.00
31400 Total	Communications				0	0	169.09	-92.28	-2,310.96	2,141.87	100.00
32200	10000220	3000		Vol Fire Purchased Services	70,000	70,000	0.00	0.00	0.00	70,000.00	0.00
32200	10000220	5300		Vol Fire Co Insurance	0	0	44,807.00	0.00	0.00	-44,807.00	100.00
32200	10000220	5600		Vol Fire Companies Entity Gift	25,000	25,000	0.00	0.00	0.00	25,000.00	0.00
32200	10000220	5697		Vol Fire 4 for Life	16,148	16,148	17,102.80	0.00	0.00	-954.80	105.90

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32200	10000220	5698		Vol Fire Fire Programs	29,337	29,337	29,349.00	0.00	0.00	-12.00	100.00
32200 Total	Volunteer Fire Companies				140,485	140,485	91,258.80	0.00	0.00	49,226.20	64.96
32201	10000230	2860		Blue R VF LODA	1,200	1,200	1,050.00	0.00	0.00	150.00	87.50
32201	10000230	5600		Blue Ridge Vol Fire Co Contrib	50,000	50,000	37,500.00	0.00	0.00	12,500.00	75.00
32201 Total	Blue Ridge Volunteer Fire Co				51,200	51,200	38,550.00	0.00	0.00	12,650.00	75.29
32202	10000240	2860		Boyce VF LODA	1,900	1,900	1,400.00	0.00	0.00	500.00	73.70
32202	10000240	5600		Boyce Volunteer Fire Co Contr	50,000	50,000	25,000.00	0.00	0.00	25,000.00	50.00
32202 Total	Boyce Volunteer Fire Co				51,900	51,900	26,400.00	0.00	0.00	25,500.00	50.87
32203	10000250	2860		Enders VF LODA	2,200	2,200	2,450.00	0.00	0.00	-250.00	111.40
32203	10000250	5600		Enders Volunteer Fire Co Contr	75,000	75,000	56,250.00	0.00	0.00	18,750.00	75.00
32203 Total	Enders Volunteer Fire Co				77,200	77,200	58,700.00	0.00	0.00	18,500.00	76.04
32310	10000260	1100		EMS Salaries	359,282	359,282	186,183.43	23,600.88	117,739.28	55,359.29	84.60
32310	10000260	1200		EMS Overtime	56,000	56,000	62,736.28	6,937.94	20,582.25	-27,318.53	148.80
32310	10000260	1300		EMS Part Time Salaries	117,000	117,000	100,934.29	11,663.59	0.00	16,065.71	86.30
32310	10000260	2100		EMS FICA	40,720	40,720	24,980.19	2,946.11	6,034.04	9,705.77	76.20
32310	10000260	2210		EMS VRS Plans 1&2	21,306	23,877	16,497.15	2,438.00	10,493.66	-3,113.81	113.00
32310	10000260	2220		EMS VRS Hybrid	9,689	7,118	1,009.98	0.00	5,053.34	1,054.68	85.20
32310	10000260	2300		EMS Health Ins	59,962	59,962	33,734.10	4,627.34	18,924.11	7,303.79	87.80
32310	10000260	2400		EMS Life Insurance	4,550	4,620	2,701.25	376.17	1,619.24	299.51	93.50
32310	10000260	2510		EMS Disab Ins - Hybrid	673	603	70.18	0.00	351.18	181.64	69.90
32310	10000260	2700		EMS Workers Comp	24,510	24,510	25,742.66	0.00	0.00	-1,232.66	105.00
32310	10000260	2800		EMS Annual Leave Payouts	0	0	2,607.61	0.00	0.00	-2,607.61	100.00
32310	10000260	2860		EMS LODA	2,700	2,700	2,677.58	0.00	0.00	22.42	99.20
32310	10000260	3000		EMS Purchased Services	37,500	37,500	31,846.97	4,220.70	0.00	5,653.03	84.90
32310	10000260	5210		EMS Postal Services	2,000	2,000	8.28	1.14	0.00	1,991.72	0.40
32310	10000260	5230		EMS Telephone	1,000	1,000	596.09	41.97	306.59	97.32	90.30
32310	10000260	5500		EMS Travel	10,000	10,000	57.87	835.40	0.00	9,942.13	0.60
32310	10000260	6000		EMS Materials & Supplies	10,000	10,000	7,725.72	1,819.20	29.99	2,244.29	77.60
32310	10000260	6008		EMS Vehicle Fuel	2,000	2,000	1,320.12	495.94	0.00	679.88	66.00
32310	10000260	6011		EMS Clothing	6,500	6,500	5,771.14	0.00	0.00	728.86	88.80
32310	10000260	8200		EMS Capital Outlay Adds	2,000	24,080	0.00	0.00	0.00	24,080.00	0.00
32310 Total	Fire and Rescue Services				767,392	789,472	507,200.89	60,004.38	181,133.68	101,137.43	87.19
32320	10000270	5600		Lord Fairfax EMS Contribution	5,422	5,422	5,422.00	0.00	0.00	0.00	100.00
32320 Total	Lord Fairfax Emergency Medical				5,422	5,422	5,422.00	0.00	0.00	0.00	100.00
32400	10000280	5600		Forestry Svcs Entity Gift	2,712	2,712	2,711.52	0.00	0.00	0.48	100.00
32400 Total	Forestry Services				2,712	2,712	2,711.52	0.00	0.00	0.48	99.98
33210	10000290	7000		Regional Jail Joint Ops	512,000	512,000	366,803.25	0.00	0.00	145,196.75	71.60
33210 Total	Regional Jail				512,000	512,000	366,803.25	0.00	0.00	145,196.75	71.64
33220	10000300	3840		Juv DetCtr Intergov Svc Agreem	22,595	22,595	11,050.00	0.00	0.00	11,545.00	48.90
33220 Total	Juvenile Detention Center				22,595	22,595	11,050.00	0.00	0.00	11,545.00	48.90
33300	10000310	5230		Probation Telephone	500	500	31.32	0.00	0.00	468.68	6.30
33300	10000310	6000		Probation Materials & Supplies	300	300	0.00	0.00	0.00	300.00	0.00
33300 Total	Probation Office				800	800	31.32	0.00	0.00	768.68	3.92
34100	10000320	1100		Bldg Insp Salaries	119,087	119,087	84,178.89	10,938.44	50,523.26	-15,615.15	113.10
34100	10000320	2100		Bldg Insp FICA	8,337	8,337	5,919.55	771.89	3,522.97	-1,105.52	113.30
34100	10000320	2210		Bldg Insp VRS Plans 1&2	8,142	8,156	5,437.04	679.63	2,735.26	-16.30	100.20
34100	10000320	2220		Bldg Insp VRS Hybrid	1,968	1,954	1,494.24	249.04	1,496.22	-1,036.46	153.00
34100	10000320	2300		Bldg Insp Health Ins	21,124	21,124	15,607.21	1,995.00	8,178.05	-2,661.26	112.60
34100	10000320	2400		Bldg Insp Life Insurance	1,559	1,559	1,069.50	143.29	652.90	-163.40	110.50
34100	10000320	2510		Bldg Insp Disab Ins - Hybrid	137	137	103.82	17.30	103.98	-70.80	151.70
34100	10000320	2700		Bldg Insp Workers Comp	1,425	1,425	1,739.68	0.00	0.00	-314.68	122.10
34100	10000320	3000		Bldg Insp Purchased Services	0	0	447.00	0.00	0.00	-447.00	100.00
34100	10000320	3320		Bldg Insp Maint Contracts	1,900	1,900	1,584.03	0.00	642.54	-326.57	117.20
34100	10000320	3500		Bldg Insp Printing & Binding	400	400	0.00	0.00	0.00	400.00	0.00
34100	10000320	5210		Bldg Insp Postal Svcs	150	150	24.91	11.91	0.00	125.09	16.60
34100	10000320	5230		Bldg Insp Telephone	1,380	1,380	808.80	159.07	900.39	-329.19	123.90
34100	10000320	5500		Bldg Insp Travel	2,000	2,000	766.11	77.05	0.00	1,233.89	38.30
34100	10000320	5810		Bldg Insp Dues Subscr & Memb	800	800	45.00	0.00	0.00	755.00	5.60
34100	10000320	6000		Bldg Insp Materials & Supplies	2,000	2,000	879.70	114.95	376.20	744.10	62.80
34100	10000320	6008		Bldg Insp Vehicle Fuel	2,000	2,000	1,174.36	236.17	0.00	825.64	58.70
34100 Total	Building Inspections				172,409	172,409	121,279.84	15,393.74	69,131.77	-18,002.61	110.44
35100	10000330	1100		AnimalCtrl Salaries	63,398	63,398	43,104.02	5,865.19	23,460.76	-3,166.78	105.00
35100	10000330	1300		AnimalCtrl Part Time Salaries	9,000	9,000	3,325.00	0.00	0.00	5,675.00	36.90
35100	10000330	2100		AnimalCtrl FICA	4,845	4,845	3,071.30	388.20	1,351.84	421.86	91.30
35100	10000330	2210		AnimalCtrl VRS Plans 1&2	3,576	3,576	2,394.32	299.29	1,200.89	-19.21	100.50
35100	10000330	2220		AnimalCtrl VRS Hybrid	1,807	1,807	1,353.36	198.67	572.73	-119.09	106.60
35100	10000330	2300		AnimalCtrl Health Ins	14,184	14,184	11,126.28	1,229.66	4,583.93	-1,526.21	110.80
35100	10000330	2400		AnimalCtrl Life Insurance	831	831	578.24	76.83	273.69	-20.93	102.50
35100	10000330	2510		AnimalCtrl Disab Ins - Hybrid	126	126	94.08	13.81	39.77	-7.85	106.20
35100	10000330	2700		AnimalCtrl Workers Comp	1,140	1,140	880.21	0.00	0.00	259.79	77.20

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35100	10000330	3000		AnimalCtrl Purchased Services	8,000	8,000	4,077.13	0.00	0.00	3,922.87	51.00
35100	10000330	3320		AnimalCtrl Maint Svc Contracts	100	100	41.14	0.00	33.86	25.00	75.00
35100	10000330	3500		AnimalCtrl Printing & Binding	200	200	0.00	0.00	0.00	200.00	0.00
35100	10000330	5110		AnimalCtrl Electric	750	750	0.00	0.00	0.00	750.00	0.00
35100	10000330	5230		AnimalCtrl Telephone	500	500	397.09	14.00	67.80	35.11	93.00
35100	10000330	5500		AnimalCtrl Travel	1,000	1,000	0.00	0.00	0.00	1,000.00	0.00
35100	10000330	5510		AnimalCtrl Local Mileage	100	100	0.00	0.00	0.00	100.00	0.00
35100	10000330	6000		AnimalCtrl Materials & Supplie	6,000	6,000	3,760.55	724.80	0.00	2,239.45	62.70
35100	10000330	6008		AnimalCtrl Vehicle Fuel	1,500	1,500	621.10	75.94	0.00	878.90	41.40
35100	10000330	6011		AnimalCtrl Clothing	500	500	0.00	0.00	0.00	500.00	0.00
35100 Total	Animal Control				117,557	117,557	74,823.82	8,886.39	31,585.27	11,147.91	90.52
35300	10000340	3000		Exam&Bury Purchased Services	1,000	1,000	100.00	0.00	0.00	900.00	10.00
35300 Total	Med Examiner & Indigent Burial				1,000	1,000	100.00	0.00	0.00	900.00	10.00
42400	10000350	3840		RefuseDisp Intergov Svc Agreem	175,500	175,500	78,177.58	0.00	0.00	97,322.42	44.50
42400 Total	Refuse Disposal				175,500	175,500	78,177.58	0.00	0.00	97,322.42	44.55
42600	10000360	3000		LitterCtrl Purchased Services	0	0	1,250.00	0.00	1,750.00	-3,000.00	100.00
42600	10000360	6000		LitterCtrl Materials & Supplie	5,310	5,310	435.71	435.71	0.00	4,874.29	8.20
42600 Total	Litter Control				5,310	5,310	1,685.71	435.71	1,750.00	1,874.29	64.70
42700	10000370	3840		Sanitation Intergov Svc Agreem	33,750	33,750	15,698.94	0.00	0.00	18,051.06	46.50
42700	10000370	5600		Sanitation Entity Gift	207,000	207,000	207,000.00	0.00	0.00	0.00	100.00
42700 Total	Sanitation				240,750	240,750	222,698.94	0.00	0.00	18,051.06	92.50
43200	10000380	1100		Maintenanc Salaries	150,079	150,079	92,713.87	11,178.00	46,267.11	11,098.02	92.60
43200	10000380	1300		Maintenanc Part Time Salaries	0	0	2,000.00	0.00	0.00	-2,000.00	100.00
43200	10000380	2100		Maintenanc FICA	10,476	10,476	9,163.28	827.04	3,422.37	-2,109.65	120.10
43200	10000380	2210		Maintenanc VRS Plans 1&2	10,634	10,634	4,691.44	536.26	2,156.30	3,786.26	64.40
43200	10000380	2220		Maintenanc VRS Hybrid	1,852	1,852	2,593.97	283.47	1,753.27	-2,495.24	234.70
43200	10000380	2300		Maintenanc Health Ins	24,361	24,361	9,697.95	1,185.22	4,881.96	9,781.09	59.80
43200	10000380	2400		Maintenanc Life Insurance	1,966	1,966	1,198.53	146.44	605.72	161.75	91.80
43200	10000380	2510		Mainten Disab Ins - Hybrid	129	129	191.93	25.55	110.23	-173.16	234.20
43200	10000380	2700		Maintenanc Workers Comp	4,560	4,560	4,426.20	0.00	0.00	133.80	97.10
43200	10000380	2800		Maintenanc Leave Pay	0	0	28,410.01	0.00	0.00	-28,410.01	100.00
43200	10000380	3000		Maintenanc Purchased Services	22,000	22,000	8,019.65	0.00	0.00	13,980.35	36.50
43200	10000380	3320		Maintenanc Maint Contracts	99,485	99,485	52,640.27	3,366.23	4,863.14	41,981.59	57.80
43200	10000380	3340		Maintenanc Custodial Contracts	37,000	37,000	20,197.39	0.00	0.00	16,802.61	54.60
43200	10000380	3600		Maintenanc Advertising	1,200	1,200	0.00	0.00	0.00	1,200.00	0.00
43200	10000380	5120		Maintenanc Heating	400	400	0.00	0.00	0.00	400.00	0.00
43200	10000380	5130		Maintenanc Water & Sewer	780	780	171.35	29.85	0.00	608.65	22.00
43200	10000380	5230		Maintenanc Telephone	2,750	2,750	863.89	62.97	400.76	1,485.35	46.00
43200	10000380	5300		Maintenanc Insurance	37,253	37,253	39,181.62	0.00	0.00	-1,928.62	105.20
43200	10000380	5400		Maintenanc Leases & Rentals	1,500	1,500	0.00	0.00	0.00	1,500.00	0.00
43200	10000380	5500		Maintenanc Travel	750	750	0.00	0.00	0.00	750.00	0.00
43200	10000380	6000		Maintenanc Materials & Supplie	35,000	35,000	23,024.77	1,837.06	1,361.36	10,613.87	69.70
43200	10000380	6008		Maintenanc Vehicle Fuel	4,780	4,780	1,573.51	183.08	0.00	3,206.49	32.90
	10000380 Total	General Property Maintenance			446,955	446,955	300,759.63	19,661.17	65,822.22	80,373.15	82.02
43200	10000890	3000		JGC Maintenanc Purchased Servi	25,000	25,000	16,680.83	395.64	1,917.70	6,401.47	74.40
43200	10000890	3320		JGC Maint Contracts	29,212	29,212	8,499.05	2,332.38	0.00	20,712.95	29.10
43200	10000890	3340		JGC Maintenanc Custodial Contr	26,000	26,000	13,994.28	0.00	0.00	12,005.72	53.80
43200	10000890	5110		JGC Maintenanc Electric	32,500	32,500	18,102.70	3,016.95	0.00	14,397.30	55.70
43200	10000890	5120		JGC Maintenanc Heating	5,500	5,500	2,363.55	0.00	0.00	3,136.45	43.00
43200	10000890	5130		JGC Maintenanc Water & Sewer	1,500	1,500	764.43	0.00	0.00	735.57	51.00
43200	10000890	6000		JGC Maintenanc Materials & Sup	3,500	3,500	194.46	20.27	0.00	3,305.54	5.60
43200	10000890	8100		JGC Maintenanc Cap Outla Replc	0	0	0.00	0.00	3,768.26	-3,768.26	100.00
	10000890 Total	Maintenance - 101 Chalmers Court			123,212	123,212	60,599.30	5,765.24	5,685.96	56,926.74	53.80
43200	10000900	3000		Maintenanc Purchased Services	7,244	7,244	5,994.17	144.00	0.00	1,249.83	82.70
43200	10000900	3320		Maintenanc Maint Contracts	3,500	3,500	4,426.05	0.00	0.00	-926.05	126.50
43200	10000900	5110		Maintenanc Electric	12,090	12,090	5,710.90	925.60	0.00	6,379.10	47.20
43200	10000900	5120		Maintenanc Heating	1,600	1,600	595.07	0.00	0.00	1,004.93	37.20
43200	10000900	5130		Maintenanc Water & Sewer	3,750	3,750	1,688.60	9.00	0.00	2,061.40	45.00
43200	10000900	6000		Maintenanc Materials & Supplie	1,500	1,500	170.91	0.00	0.00	1,329.09	11.40
	10000900 Total	Maintenance - 100 N Ch St/Radio T			29,684	29,684	18,585.70	1,078.60	0.00	11,098.30	62.61
43200	10000910	3000		Maintenanc Purchased Services	5,000	5,000	891.00	144.00	0.00	4,109.00	17.80
43200	10000910	3320		Maintenanc Maint Contracts	2,000	2,000	3,046.30	0.00	0.00	-1,046.30	152.30
43200	10000910	5110		Maintenanc Electric	31,896	31,896	15,074.78	3,425.16	0.00	16,821.22	47.30
43200	10000910	6000		Maintenanc Materials & Supplie	1,000	1,000	574.91	3.29	0.00	425.09	57.50
	10000910 Total	Maintenance - 102 N Church St			39,896	39,896	19,586.99	3,572.45	0.00	20,309.01	49.10
43200	10000920	3000		Maintenanc Purchased Services	9,500	9,500	1,654.50	144.00	0.00	7,845.50	17.40
43200	10000920	3320		Maintenanc Maint Contracts	2,100	2,100	3,478.30	0.00	0.00	-1,378.30	165.60
43200	10000920	5110		Maintenanc Electric	11,271	11,271	5,564.73	1,028.18	0.00	5,706.27	49.40
43200	10000920	5120		Maintenanc Heating	3,500	3,500	1,994.35	0.00	0.00	1,505.65	57.00
43200	10000920	5130		Maintenanc Water & Sewer	900	900	254.00	0.00	0.00	646.00	28.20

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43200	10000920	6000		Maintenanc Materials & Supplie	1,500	1,500	417.81	81.11	0.00	1,082.19	27.90
	10000920 Total			Maintenance - 104/106 N Church St	28,771	28,771	13,363.69	1,253.29	0.00	15,407.31	46.45
43200	10000930	3000		Maintenanc Purchased Services	5,000	5,000	1,361.00	0.00	0.00	3,639.00	27.20
43200	10000930	3320		Maintenanc Maint Contracts	650	650	2,770.00	0.00	0.00	-2,120.00	426.20
43200	10000930	5110		Maintenanc Electric	5,410	5,410	4,008.99	387.08	0.00	1,401.01	74.10
43200	10000930	5120		Maintenanc Heating	6,000	6,000	3,281.45	546.39	0.00	2,718.55	54.70
43200	10000930	5130		Maintenanc Water & Sewer	500	500	0.00	0.00	0.00	500.00	0.00
43200	10000930	6000		Maintenanc Materials & Supplie	1,000	1,000	123.63	123.63	0.00	876.37	12.40
	10000930 Total			Maintenance - 225 Ramsburg Ln	18,560	18,560	11,545.07	1,057.10	0.00	7,014.93	62.20
43200	10000940	3000		Maintenanc Purchased Services	1,400	1,400	6,427.00	0.00	0.00	-5,027.00	459.10
43200	10000940	3320		Maintenanc Maint Contracts	500	500	742.00	0.00	0.00	-242.00	148.40
43200	10000940	5110		Maintenanc Electric	1,446	1,446	1,105.19	108.74	0.00	340.81	76.40
43200	10000940	5120		Maintenanc Heating	2,500	2,500	518.26	0.00	0.00	1,981.74	20.70
43200	10000940	6000		Maintenanc Materials & Supplie	750	750	23.65	0.00	0.00	726.35	3.20
	10000940 Total			Maintenance - 524 Westwood Road	6,596	6,596	8,816.10	108.74	0.00	-2,220.10	133.66
43200	10000950	3000		Maintenanc Purchased Services	12,500	12,500	10,952.19	1,112.90	0.00	1,547.81	87.60
43200	10000950	3320		Maintenanc Maint Contracts	3,000	3,000	3,610.00	0.00	0.00	-610.00	120.30
43200	10000950	3340		Maintenance Custodial Contract	3,500	3,500	542.75	127.60	0.00	2,957.25	15.50
43200	10000950	5110		Maintenanc Electric	25,247	25,247	18,437.96	2,239.17	0.00	6,809.04	73.00
43200	10000950	5120		Maintenanc Heating	4,500	4,500	1,911.82	0.00	0.00	2,588.18	42.50
43200	10000950	5130		Maintenanc Water & Sewer	1,800	1,800	799.00	0.00	0.00	1,001.00	44.40
43200	10000950	6000		Maintenanc Materials & Supplie	5,000	5,000	899.11	0.00	0.00	4,100.89	18.00
	10000950 Total			Maintenance - 225 Al Smith Cir Rec Ctr	55,547	55,547	37,152.83	3,479.67	0.00	18,394.17	66.89
43200	10000960	3000		Maintenanc Purchased Services	16,000	16,000	4,003.34	135.00	0.00	11,996.66	25.00
43200	10000960	5110		Maintenanc Electric	3,350	3,350	2,208.67	132.93	0.00	1,141.33	65.90
43200	10000960	5130		Maintenanc Water & Sewer	2,700	2,700	1,198.40	0.00	0.00	1,501.60	44.40
43200	10000960	6000		Maintenanc Materials & Supplie	5,000	5,000	688.70	131.93	0.00	4,311.30	13.80
	10000960 Total			Maintenance - 225 Al Smith Cir Ofc/Grounds	27,050	27,050	8,099.11	399.86	0.00	18,950.89	29.94
43200	10000970	3000		Maintenanc Purchased Services	9,500	9,500	772.87	0.00	0.00	8,727.13	8.10
43200	10000970	5110		Maintenanc Electric	5,066	5,066	4,429.92	67.16	0.00	636.08	87.40
43200	10000970	5130		Maintenanc Water & Sewer	20,000	20,000	5,221.60	0.00	0.00	14,778.40	26.10
43200	10000970	6000		Maintenanc Materials & Supplie	5,000	5,000	204.23	0.00	0.00	4,795.77	4.10
	10000970 Total			Maintenance - 225 Al Smith Cir Pool	39,566	39,566	10,628.62	67.16	0.00	28,937.38	26.86
43200	10000980	3000		Maintenanc Purchased Services	750	750	226.18	0.00	0.00	523.82	30.20
43200	10000980	5110		Maintenanc Electric	1,040	1,040	605.62	28.24	0.00	434.38	58.20
43200	10000980	6000		Maintenanc Materials & Supplie	7,500	7,500	1,417.06	243.77	1,000.00	5,082.94	32.20
	10000980 Total			Maintenance - 225 Al Smith Cir Baseball	9,290	9,290	2,248.86	272.01	1,000.00	6,041.14	34.97
43200	10000990	3000		Maintenanc Purchased Services	1,300	1,300	1,205.34	0.00	0.00	94.66	92.70
43200	10000990	5110		Maintenanc Electric	500	500	263.63	30.44	0.00	236.37	52.70
43200	10000990	6000		Maintenanc Materials & Supplie	8,500	8,500	2,846.21	209.98	1,338.12	4,315.67	49.20
	10000990 Total			Maintenance - 225 Al Smith Cir Soccer	10,300	10,300	4,315.18	240.42	1,338.12	4,646.70	54.89
43200	10000995	3320		Maintenanc Maint Contracts	250	250	382.50	0.00	0.00	-132.50	153.00
43200	10000995	6000		Maintenance Mtls and Supplies	1,000	1,000	0.00	0.00	0.00	1,000.00	0.00
	10000995 Total			Maintenance - 106 N Church St Old Comm At	1,250	1,250	382.50	0.00	0.00	867.50	30.60
43200	10001000	3000		Maintenanc Purchased Services	750	750	0.00	0.00	0.00	750.00	0.00
43200	10001000	6000		Maintenanc Materials & Supplie	500	500	0.00	0.00	0.00	500.00	0.00
	10001000 Total			Maintenance - 32 E Main St	1,250	1,250	0.00	0.00	0.00	1,250.00	0.00
43200	10001010	3000		Maintenanc Purchased Services	5,000	5,000	0.00	0.00	0.00	5,000.00	0.00
43200	10001010	3320		Maintenanc Maint Contracts	0	0	432.00	0.00	0.00	-432.00	100.00
43200	10001010	6000		Maintenanc Materials & Supplie	500	500	75.96	0.00	0.00	424.04	15.20
	10001010 Total			Maintenance - 36 E Main St	5,500	5,500	507.96	0.00	0.00	4,992.04	9.24
43200	10001020	3000		Maintenanc Purchased Services	5,500	5,500	1,659.94	144.00	0.00	3,840.06	30.20
43200	10001020	3320		Maintenanc Maint Contracts	1,900	1,900	3,505.86	293.78	0.00	-1,605.86	184.50
43200	10001020	3340		Maintenanc Custodial Contracts	0	0	1,762.68	0.00	0.00	-1,762.68	100.00
43200	10001020	5110		Maintenanc Electric	10,060	10,060	4,480.25	755.91	0.00	5,579.75	44.50
43200	10001020	5130		Maintenanc Water & Sewer	1,100	1,100	660.40	0.00	0.00	439.60	60.00
43200	10001020	6000		Maintenanc Materials & Supplie	1,000	1,000	57.90	0.00	0.00	942.10	5.80
	10001020 Total			Maintenance - 311 E Main St	19,560	19,560	12,127.03	1,193.69	0.00	7,432.97	62.00
43200	10001410	3000		Maintenanc Purchased Services	2,500	2,500	90.00	0.00	0.00	2,410.00	3.60
43200	10001410	3320		Maintenanc Maint Contracts	750	750	341.00	0.00	0.00	409.00	45.50
43200	10001410	5110		Maintenanc Electric	3,000	3,000	1,595.52	194.87	0.00	1,404.48	53.20
43200	10001410	5120		Maintenanc Heating	2,200	2,200	1,556.21	558.08	0.00	643.79	70.70
43200	10001410	5130		Maintenanc Water & Sewer	250	250	195.50	0.00	0.00	54.50	78.20
43200	10001410	6000		Maintenanc Materials & Supplie	1,500	1,500	0.00	0.00	0.00	1,500.00	0.00
	10001410 Total			Maintenance - 129 Ramsburg Ln	10,200	10,200	3,778.23	752.95	0.00	6,421.77	37.04
43200 Total	General Property Maintenance - All Accounts				873,187	873,187	512,496.80	38,902.35	73,846.30	286,843.90	67.15
51100	10000385	5600		Local Health Dept Contribution	220,000	220,000	165,000.00	55,000.00	0.00	55,000.00	75.00
51100 Total	Local Health Department				220,000	220,000	165,000.00	55,000.00	0.00	55,000.00	75.00
51200	10000390	5600		Our Health Entity Gift	5,000	5,000	5,000.00	0.00	0.00	0.00	100.00
51200 Total	Our Health				5,000	5,000	5,000.00	0.00	0.00	0.00	100.00

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52400	10000395	5600		N Shen Vally Sub Abuse Coal Co	15,000	15,000	15,000.00	0.00	0.00	0.00	100.00
52400 Total	N Shen Valley Subst Abuse Coal				15,000	15,000	15,000.00	0.00	0.00	0.00	100.00
52500	10000400	5600		NW Community Svc Entity Gift	88,000	88,000	66,000.00	0.00	0.00	22,000.00	75.00
52500 Total	Northwestern Community Svcs				88,000	88,000	66,000.00	0.00	0.00	22,000.00	75.00
52800	10000410	5600		Concern Hotline Entity Gift	750	750	750.00	0.00	0.00	0.00	100.00
52800 Total	Concern Hotline				750	750	750.00	0.00	0.00	0.00	100.00
52900	10000420	5600		NW Works Entity Gift	1,000	1,000	0.00	0.00	0.00	1,000.00	0.00
52900 Total	NW Works				1,000	1,000	0.00	0.00	0.00	1,000.00	0.00
53230	10000430	5600		SAAA EntityGift	40,000	40,000	30,000.00	10,000.00	0.00	10,000.00	75.00
53230 Total	Shenandoah Area Agency on Aging				40,000	40,000	30,000.00	10,000.00	0.00	10,000.00	75.00
53240	10000450	5600		Virginia Regional Transit Cont	19,302	19,302	9,651.00	4,825.50	0.00	9,651.00	50.00
53240 Total	VA Regional Transp Assn				19,302	19,302	9,651.00	4,825.50	0.00	9,651.00	50.00
53250	10000445	5600		FISH of Clarke County Contr	1,000	1,000	1,000.00	0.00	0.00	0.00	100.00
53250 Total	FISH of Clarke County				1,000	1,000	1,000.00	0.00	0.00	0.00	100.00
53600	10000450	5600		Access Independence Contr	750	750	0.00	0.00	0.00	750.00	0.00
53600 Total	Access Independence				750	750	0.00	0.00	0.00	750.00	0.00
53700	10000460	5600		Laurel Center Contribution	2,000	2,000	0.00	0.00	0.00	2,000.00	0.00
53700 Total	The Laurel Ctr (Women's Shltr)				2,000	2,000	0.00	0.00	0.00	2,000.00	0.00
69100	10000470	5600		Lord FairfaxComm College Cont	16,441	16,441	4,110.25	0.00	0.00	12,330.75	25.00
69100 Total	Lord Fairfax Community College				16,441	16,441	4,110.25	0.00	0.00	12,330.75	25.00
71100	10000480	1100		Parks Adm Salaries	258,547	258,547	170,094.96	21,261.87	85,047.48	3,404.56	98.70
71100	10000480	1300		Parks Adm Part Time Salaries	16,020	16,020	9,401.22	0.00	0.00	6,618.78	58.70
71100	10000480	2100		Parks Adm FICA	20,848	20,848	12,676.49	1,495.30	6,474.09	1,697.42	91.90
71100	10000480	2210		Parks Adm VRS Plans 1&2	23,824	23,824	14,441.04	1,805.13	7,256.16	2,126.80	91.10
71100	10000480	2300		Parks Adm Health Ins	46,519	46,519	26,309.36	3,288.67	13,214.06	6,995.58	85.00
71100	10000480	2400		Parks Adm Life Insurance	3,676	3,676	2,228.24	278.53	1,119.65	328.11	91.10
71100	10000480	2700		Parks Adm Workers Comp	13,110	13,110	10,930.95	0.00	0.00	2,179.05	83.40
71100	10000480	3000		Parks Adm Purchased Services	0	0	0.00	-99.99	0.00	0.00	0.00
71100	10000480	3180		Parks Adm Credit Card Fees	3,500	3,500	2,720.22	0.00	0.00	779.78	77.70
71100	10000480	3320		Parks Adm Maint Contracts	6,241	6,241	1,166.34	104.16	1,563.31	3,511.35	43.70
71100	10000480	3500		Parks Adm Printing & Binding	200	200	1,307.00	0.00	0.00	-1,107.00	653.50
71100	10000480	3600		Parks Adm Advertising	1,148	1,148	0.00	0.00	0.00	1,148.00	0.00
71100	10000480	5210		Parks Adm Postal Svcs	1,999	1,999	296.74	38.55	0.00	1,702.26	14.80
71100	10000480	5230		Parks Adm Telephone	1,000	1,000	536.57	0.00	0.00	463.43	53.70
71100	10000480	5400		Parks Adm Leases & Rentals	530	530	385.97	0.00	0.00	144.03	72.80
71100	10000480	5500		Parks Adm Travel	1,500	1,500	168.60	0.00	0.00	1,331.40	11.20
71100	10000480	5810		Parks Adm Dues Subscr & Memb	2,260	2,260	758.00	118.00	0.00	1,502.00	33.50
71100	10000480	6000		Parks Adm Materials & Supplies	5,156	5,156	774.80	144.84	0.00	4,381.20	15.00
71100	10000480	6008		Parks Adm Vehicle Fuel	700	700	290.45	41.98	0.00	409.55	41.50
71100	10000480	6011		Parks Adm Clothing	1,100	1,100	500.50	0.00	0.00	599.50	45.50
71100 Total	Parks Administration				407,878	407,878	254,987.45	28,477.04	114,674.75	38,215.80	90.63
71310	10000490	1100		Rec Center Salaries	45,779	45,779	31,660.80	3,957.60	15,830.40	-1,712.20	103.70
71310	10000490	1300		Rec Center Part Time Salaries	30,179	30,179	17,930.17	3,010.13	0.00	12,248.83	59.40
71310	10000490	2100		Rec Center FICA	5,068	5,068	3,764.73	529.42	1,195.11	108.16	97.90
71310	10000490	2210		Rec Center VRS Plans 1&2	3,887	3,887	2,688.00	336.00	1,346.79	-147.79	103.80
71310	10000490	2300		Rec Center Health Ins	7,056	7,056	4,704.24	588.03	2,356.94	-5.18	100.10
71310	10000490	2400		Rec Center Life Insurance	600	600	414.72	51.84	207.82	-22.54	103.80
71310	10000490	2700		Rec Center Workers Comp	1,254	1,254	1,195.51	0.00	0.00	58.49	95.30
71310	10000490	3600		Rec Center Advertising	200	200	0.00	0.00	0.00	200.00	0.00
71310	10000490	5810		Rec Center Dues Subscr & Memb	0	0	91.00	0.00	0.00	-91.00	100.00
71310	10000490	5830		Rec Center Refunds	450	450	334.00	0.00	0.00	116.00	74.20
71310	10000490	6000		Rec Center Materials & Supplie	8,670	8,670	2,799.04	27.62	0.00	5,870.96	32.30
71310	10000490	6012		Rec Center Merch for Resale	3,000	3,000	552.72	164.67	0.00	2,447.28	18.40
71310 Total	Recreation Center				106,143	106,143	66,134.93	8,665.31	20,937.06	19,071.01	82.03
71320	10000500	1300		Pool Part Time Salaries	60,251	60,251	37,241.34	0.00	0.00	23,009.66	61.80
71320	10000500	2100		Pool FICA	4,751	4,751	2,937.06	0.00	0.00	1,813.94	61.80
71320	10000500	2300		Pool Health Ins	0	0	112.79	0.00	0.00	-112.79	100.00
71320	10000500	3000		Pool Purchased Services	1,500	1,500	289.00	0.00	0.00	1,211.00	19.30
71320	10000500	5500		Pool Travel	350	350	0.00	0.00	0.00	350.00	0.00
71320	10000500	5810		Pool Dues Subscr & Memb	1,000	1,000	920.00	0.00	1,100.00	-1,020.00	202.00
71320	10000500	5830		Pool Refunds	300	300	496.00	0.00	0.00	-196.00	165.30
71320	10000500	6000		Pool Materials & Supplies	3,400	3,400	850.79	0.00	0.00	2,549.21	25.00
71320	10000500	6011		Pool Clothing	1,204	1,204	17.00	0.00	0.00	1,187.00	1.40
71320	10000500	6012		Pool Merch for Resale	1,000	1,000	375.88	366.20	0.00	624.12	37.60
71320	10000500	6026		Pool Chemicals	10,000	10,000	3,399.44	0.00	0.00	6,600.56	34.00
71320 Total	Swimming Pool				83,756	83,756	46,639.30	366.20	1,100.00	36,016.70	57.00
71350	10000510	1100		Programs Salaries	53,868	53,868	24,314.48	3,039.31	12,157.24	17,396.28	67.70
71350	10000510	1300		Programs Part Time Salaries	84,100	84,100	52,055.06	5,403.65	0.00	32,044.94	61.90
71350	10000510	2100		Programs FICA	8,924	8,924	5,715.30	630.02	1,042.41	2,166.29	75.70
71350	10000510	2210		Programs VRS Plans 1&2	2,977	2,977	2,064.32	258.04	1,033.58	-120.90	104.10

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71350	10000510	2300		Programs Health Ins	7,056	7,056	4,704.24	588.03	2,355.42	-3.66	100.10
71350	10000510	2400		Programs Life Insurance	459	459	318.48	39.81	159.51	-18.99	104.10
71350	10000510	2700		Programs Workers Comp	1,026	1,026	915.25	0.00	0.00	110.75	89.20
71350	10000510	3000		Programs Purchased Services	54,000	54,000	22,144.29	2,883.63	50,688.57	-18,832.86	134.90
71350	10000510	3500		Programs Printing & Binding	7,000	7,000	1,454.00	0.00	5,648.00	-102.00	101.50
71350	10000510	3600		Programs Advertising	3,000	3,000	439.10	50.00	0.00	2,560.90	14.60
71350	10000510	5210		Programs Postal Svcs	100	100	15.00	0.00	0.00	85.00	15.00
71350	10000510	5400		Programs Leases & Rentals	300	300	65.00	0.00	0.00	235.00	21.70
71350	10000510	5500		Programs Travel	500	500	0.00	0.00	0.00	500.00	0.00
71350	10000510	5560		Programs Group Trip	3,500	3,500	1,985.30	0.00	0.00	1,514.70	56.70
71350	10000510	5810		Programs Dues Subscr & Memb	1,000	1,000	523.00	20.00	0.00	477.00	52.30
71350	10000510	5830		Programs Refunds	3,500	3,500	2,249.00	360.00	0.00	1,251.00	64.30
71350	10000510	6000		Programs Materials & Supplies	12,500	12,500	4,954.67	524.52	0.00	7,545.33	39.60
71350	10000510	6011		Programs Clothing	1,500	1,500	455.05	0.00	0.00	1,044.95	30.30
71350	10000510	6012		Programs Merch for Resale	7,000	7,000	6,055.96	4,821.00	2,573.00	-1,628.96	123.30
71350 Total	Parks Programs				252,310	252,310	130,427.50	18,618.01	75,657.73	46,224.77	81.68
71360	10000520	1300		Concession Part Time Salaries	4,125	4,125	3,493.42	0.00	0.00	631.58	84.70
71360	10000520	2100		Concession FICA	376	376	267.26	0.00	0.00	108.74	71.10
71360	10000520	6000		Concession Materials & Supplie	100	100	32.98	0.00	0.00	67.02	33.00
71360	10000520	6012		Concession Merch for Resale	10,700	10,700	4,423.08	0.00	0.00	6,276.92	41.30
71360 Total	Concession Stand				15,301	15,301	8,216.74	0.00	0.00	7,084.26	53.70
72240	10000527	5600		Barns of Rose Hill Contr	5,000	5,000	5,000.00	0.00	0.00	0.00	100.00
72240 Total	Barns of Rose Hill				5,000	5,000	5,000.00	0.00	0.00	0.00	100.00
72700	10000530	5600		VA Comm for Arts Contr	10,000	10,000	10,000.00	0.00	0.00	0.00	100.00
72700 Total	VA Commission for the Arts				10,000	10,000	10,000.00	0.00	0.00	0.00	100.00
73200	10000540	5600		Handley Regional Library Contr	206,513	206,513	154,884.75	0.00	0.00	51,628.25	75.00
73200 Total	Handley Regional Library				206,513	206,513	154,884.75	0.00	0.00	51,628.25	75.00
81110	10000550	1100		Plan Adm Salaries	297,536	297,536	183,834.21	23,620.94	96,176.16	17,525.63	94.10
81110	10000550	2100		Plan Adm FICA	22,528	22,528	13,962.67	1,794.21	7,384.43	1,180.90	94.80
81110	10000550	2210		Plan Adm VRS Plans 1&2	23,293	23,318	15,545.28	1,943.16	7,826.62	-53.90	100.20
81110	10000550	2220		Plan Adm VRS Hybrid	1,968	1,943	62.26	62.26	374.06	1,506.68	22.50
81110	10000550	2300		Plan Adm Health Ins	25,212	25,212	14,230.33	1,881.70	7,632.66	3,349.01	86.70
81110	10000550	2400		Plan Adm Life Insurance	3,898	3,898	2,408.25	309.44	1,265.33	224.42	94.20
81110	10000550	2510		Plan Adm Disab Ins - Hybrid	137	137	4.33	4.33	26.00	106.67	22.10
81110	10000550	2700		Plan Adm Workers Comp	6,840	6,840	6,898.71	0.00	0.00	-58.71	100.90
81110	10000550	3000		Plan Adm Purchased Services	10,000	10,000	5,218.75	207.50	0.00	4,781.25	52.20
81110	10000550	3140		Plan Adm Engineer & Architect	10,000	10,000	1,800.00	0.00	0.00	8,200.00	18.00
81110	10000550	3320		Plan Adm Maint Contracts	300	300	726.94	261.09	183.39	-610.33	303.40
81110	10000550	3500		Plan Adm Printing & Binding	1,500	1,500	0.00	0.00	0.00	1,500.00	0.00
81110	10000550	3600		Plan Adm Advertising	3,000	3,000	2,574.00	572.00	0.00	426.00	85.80
81110	10000550	5210		Plan Adm Postal Svcs	1,000	1,000	250.41	103.24	0.00	749.59	25.00
81110	10000550	5230		Plan Adm Telephone	400	400	204.18	0.00	0.00	195.82	51.00
81110	10000550	5500		Plan Adm Travel	1,000	1,000	218.50	0.00	0.00	781.50	21.90
81110	10000550	5510		Plan Adm Local Mileage	1,000	1,000	574.57	89.88	0.00	425.43	57.50
81110	10000550	5810		Plan Adm Dues Subscr & Memb	300	300	0.00	0.00	0.00	300.00	0.00
81110	10000550	6000		Plan Adm Materials & Supplies	2,500	2,500	830.78	16.24	0.00	1,669.22	33.20
81110	10000550	6000	RBP15	Plan Adm Materials & Supplies	200	200	0.00	0.00	0.00	200.00	0.00
81110	10001200	3140	PTPLN	Plan Admin Pass Thru Eng Fees	0	0	0.00	0.00	14,200.00	-14,200.00	100.00
81110 Total	Planning Administration				412,612	412,612	249,344.17	30,865.99	135,068.65	28,199.18	93.17
81120	10000560	1300		Plan Com Part Time Salaries	500	500	400.00	0.00	0.00	100.00	80.00
81120	10000560	2100		Plan Com FICA	39	39	25.49	0.00	0.00	13.51	65.40
81120	10000560	2300		Plan Com Health Ins	0	0	756.61	0.00	0.00	-756.61	100.00
81120	10000560	2700		Plan Com Workers Comp	0	0	0.49	0.00	0.00	-0.49	100.00
81120	10000560	3000		Plan Com Purchased Services	0	0	40.00	40.00	0.00	-40.00	100.00
81120	10000560	3160		Plan Com Board Member Fees	8,000	8,000	6,540.00	750.00	0.00	1,460.00	81.80
81120	10000560	3600		Plan Com Advertising	1,000	1,000	0.00	0.00	0.00	1,000.00	0.00
81120	10000560	5210		Plan Com Postal Svcs	100	100	0.00	0.00	0.00	100.00	0.00
81120	10000560	5500		Plan Com Travel	0	1,750	1,000.00	0.00	0.00	750.00	57.10
81120 Total	Planning Commission				9,639	11,389	8,762.59	790.00	0.00	2,626.41	76.94
81130	10000570	3000		BryDevAuth Purchased Services	1,000	1,000	0.00	0.00	0.00	1,000.00	0.00
81130	10000570	3160		BryDevAuth Board Member Fees	500	500	300.00	75.00	0.00	200.00	60.00
81130	10000570	3600		BryDevAuth Advertising	500	500	0.00	0.00	0.00	500.00	0.00
81130 Total	Berryville Dev Authority				2,000	2,000	300.00	75.00	0.00	1,700.00	15.00
81140	10000580	5600		Regional Airport Auth Contr	2,500	2,500	1,875.00	625.00	0.00	625.00	75.00
81140 Total	Regional Airport Authority				2,500	2,500	1,875.00	625.00	0.00	625.00	75.00
81310	10000590	5600		Help with Housing Contrib	5,400	5,400	0.00	0.00	0.00	5,400.00	0.00
81310 Total	Help With Housing				5,400	5,400	0.00	0.00	0.00	5,400.00	0.00
81400	10000600	1300		BrdZonApp Part Time Salaries	250	250	0.00	0.00	0.00	250.00	0.00
81400	10000600	2100		BrdZonApp FICA	20	20	0.00	0.00	0.00	20.00	0.00
81400	10000600	3000		BrdZonApp Purchased Services	2,000	2,000	0.00	0.00	0.00	2,000.00	0.00

Clarke County
YTD Budget Report
February 28, 2017

FUNCTION	ORG	OBJ	PROJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	% USED
81400	10000600	3160		BrdZonApp Board Member Fees	500	500	0.00	0.00	0.00	500.00	0.00
81400	10000600	3600		BrdZonApp Advertising	500	500	0.00	0.00	0.00	500.00	0.00
81400 Total	Board of Zoning Appeals				3,270	3,270	0.00	0.00	0.00	3,270.00	0.00
81510	10000610	1300		Econ Dev Part Time Salaries	11,354	11,354	0.00	0.00	0.00	11,354.00	0.00
81510	10000610	2100		Econ Dev FICA	871	871	0.00	0.00	0.00	871.00	0.00
81510	10000610	3000		Econ Dev Purchased Services	57,350	57,350	24,528.75	2,047.50	0.00	32,821.25	42.80
81510	10000610	3320		Econ Dev Maint Svc Contracts	0	0	600.00	0.00	450.00	-1,050.00	100.00
81510	10000610	3500		Econ Dev Printing & Binding	2,500	2,500	0.00	0.00	0.00	2,500.00	0.00
81510	10000610	3600		Econ Dev Advertising	1,700	1,700	0.00	0.00	0.00	1,700.00	0.00
81510	10000610	5230		Econ Dev Telephone	0	0	296.25	41.97	254.97	-551.22	100.00
81510	10000610	5500		Econ Dev Travel	900	900	0.00	0.00	0.00	900.00	0.00
81510	10000610	5510		Econ Dev Local Mileage	1,500	1,500	0.00	0.00	0.00	1,500.00	0.00
81510	10000610	5600		Ofc of Econ Dev Contrib	750	750	0.00	0.00	0.00	750.00	0.00
81510	10000610	5800		Econ Dev Miscellaneous Expendi	0	0	1,080.00	0.00	0.00	-1,080.00	100.00
81510	10000610	5810		Econ Dev Dues Subscr & Memb	1,725	1,725	1,000.00	0.00	0.00	725.00	58.00
81510	10000610	6000		Econ Dev Materials & Supplies	1,350	1,350	317.75	0.00	0.00	1,032.25	23.50
81510 Total	Office of Economic Development				80,000	80,000	27,822.75	2,089.47	704.97	51,472.28	35.66
81530	10000620	5600		Small Bus Dev Ctr Contrib	1,500	1,500	1,500.00	0.00	0.00	0.00	100.00
81530 Total	Small Business Dev Center				1,500	1,500	1,500.00	0.00	0.00	0.00	100.00
81540	10000630	5600		Blandy Exp Farm Contrib	3,000	3,000	3,000.00	0.00	0.00	0.00	100.00
81540 Total	Blandy Experimental Farm				3,000	3,000	3,000.00	0.00	0.00	0.00	100.00
81800	10000640	3000		HstPrvCom Purchased Services	6,000	6,000	4,620.00	1,320.00	1,380.00	0.00	100.00
81800	10000640	3160		HstPrvCom Board Member Fees	1,000	1,000	525.00	0.00	0.00	475.00	52.50
81800	10000640	3600		HstPrvCom Advertising	300	300	0.00	0.00	0.00	300.00	0.00
81800	10000640	5210		HstPrvCom Postal Svcs	100	100	0.00	0.00	0.00	100.00	0.00
81800	10000640	5500		HstPrvCom Travel	500	500	0.00	0.00	0.00	500.00	0.00
81800	10000640	6000		HstPrvCom Materials & Supplies	3,500	3,500	0.00	0.00	0.00	3,500.00	0.00
81800 Total	Historic Preservation Comm				11,400	11,400	5,145.00	1,320.00	1,380.00	4,875.00	57.24
81910	10000650	5600		NSVRC EntityGift	7,384	7,384	7,383.44	0.00	0.00	0.56	100.00
81910 Total	Northern Shen Valley Reg Comm				7,384	7,384	7,383.44	0.00	0.00	0.56	99.99
82210	10000660	3000		Water Qual Purchased Services	30,000	30,000	7,500.00	0.00	15,000.00	7,500.00	75.00
82210 Total	Water Quality Management				30,000	30,000	7,500.00	0.00	15,000.00	7,500.00	75.00
82220	10000670	5600		Friends of Shenandoah Contr	3,000	3,000	3,000.00	0.00	0.00	0.00	100.00
82220 Total	Friends of the Shenandoah				3,000	3,000	3,000.00	0.00	0.00	0.00	100.00
82230	10000680	1300		BrdSepApp Part Time Salaries	200	200	0.00	0.00	0.00	200.00	0.00
82230	10000680	2100		BrdSepApp FICA	16	16	0.00	0.00	0.00	16.00	0.00
82230	10000680	3000		BrdSepApp Purchased Services	0	0	340.48	0.00	0.00	-340.48	100.00
82230	10000680	3160		BrdSepApp Board Member Fees	200	200	0.00	0.00	0.00	200.00	0.00
82230	10000680	3600		BrdSepApp Advertising	500	500	0.00	0.00	0.00	500.00	0.00
82230	10000680	5210		BrdSepApp Postal Svcs	100	100	18.54	0.00	0.00	81.46	18.50
82230 Total	Board of Septic Appeals				1,016	1,016	359.02	0.00	0.00	656.98	35.34
82400	10000690	5600		Lord Fairfax S&W Contr	5,000	5,000	5,000.00	0.00	0.00	0.00	100.00
82400 Total	LF Soil & Water Cons Dist				5,000	5,000	5,000.00	0.00	0.00	0.00	100.00
82600	10000700	1300		Biosolids Part Time Salaries	8,000	8,000	437.75	0.00	0.00	7,562.25	5.50
82600	10000700	2100		Biosolids FICA	500	500	33.49	0.00	0.00	466.51	6.70
82600	10000700	2700		Biosolids Workers Comp	228	228	0.00	0.00	0.00	228.00	0.00
82600	10000700	5510		Biosolids Local Mileage	1,300	1,300	146.88	0.00	0.00	1,153.12	11.30
82600 Total	Bio-solids Application				10,028	10,028	618.12	0.00	0.00	9,409.88	6.16
83100	10000710	3320		Coop Ext Maint Contracts	0	0	576.57	207.09	145.45	-722.02	100.00
83100	10000710	3841		Coop Ext VPI Agent	40,202	40,202	9,599.60	0.00	0.00	30,602.40	23.90
83100	10000710	5210		Coop Ext Postal Svcs	0	0	208.51	90.81	0.00	-208.51	100.00
83100	10000710	5230		Coop Ext Telephone	0	0	83.93	0.00	0.00	-83.93	100.00
83100	10000710	6000		Coop Ext Materials & Supplies	2,000	2,000	175.99	22.88	0.00	1,824.01	8.80
83100 Total	Cooperative Extension Program				42,202	42,202	10,644.60	320.78	145.45	31,411.95	25.57
83400	10000720	5600		4-H Center EntityGift	2,300	2,300	2,300.00	0.00	0.00	0.00	100.00
83400 Total	4-H Center				2,300	2,300	2,300.00	0.00	0.00	0.00	100.00
91600	10000730	1000		Reserve Personal	20,000	20,000	0.00	0.00	0.00	20,000.00	0.00
91600	10000730	3140		Reserve Engineer & Architect	15,000	15,000	0.00	0.00	0.00	15,000.00	0.00
91600	10000730	3150		Reserve Legal Svcs	20,000	20,000	0.00	0.00	0.00	20,000.00	0.00
91600	10000730	8000		Reserve Capital Outlay	15,000	15,000	0.00	0.00	0.00	15,000.00	0.00
91600 Total	Contingency Reserves				70,000	70,000	0.00	0.00	0.00	70,000.00	0.00
Grand Total					9,722,387	9,769,533	6,262,339.79	587,910.72	1,896,698.58	1,610,494.63	83.52

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Clarke County
YEAR-TO-DATE BUDGET REPORT

P 1
glytdbud

FOR 2017 07

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
94110 HVAC System Replacement	11,000	10,300	21,300	23,984.00	.00	-2,684.00	112.6%
94120 Roofing	0	136,633	136,633	.00	.00	136,633.00	.0%
94130 Painting and Flooring	0	20,787	20,787	.00	20,860.00	-73.00	100.4%
94140 Landscaping	0	15,375	15,375	.00	.00	15,375.00	.0%
94150 Asphalt, Sidewalk, Path	0	72,500	72,500	5,927.18	.00	66,572.82	8.2%
94180 GenDist Court Bldg Repair	0	72,973	72,973	4,660.13	2,565.00	65,747.87	9.9%
94310 Sheriff's Equipment	0	1,330	1,330	847.50	.00	482.50	63.7%
94320 Auto Replacement	30,000	1,483	31,483	26,937.81	.00	4,545.19	85.6%
94331 Sheriff's Vehicles	80,100	1,493	81,593	80,078.41	.00	1,514.59	98.1%
94409 Citizen's Convenience Center	612,000	29,742	641,742	10,409.20	18,870.80	612,462.00	4.6%
94502 Econ Development Construction	0	102,434	102,434	.00	.00	102,434.00	.0%
94503 Spout Run Improvement NFWF	0	35,214	35,214	.00	.00	35,214.00	.0%
94504 Spout Run Improvement EPA	0	270,393	270,393	177,184.69	.00	93,208.31	65.5%
94506 Greenway Court Preservation	0	53,227	53,227	57,032.50	4,860.00	-8,665.50	116.3%
94507 Egg Plant Facility	0	200,000	200,000	200,000.00	.00	.00	100.0%
94601 Technology Improvements	40,000	75,100	115,100	.00	.00	115,100.00	.0%
94602 Systems Integration	60,000	168,346	228,346	57,781.68	2,066.79	168,497.53	26.2%
94603 Mobile Radio System	0	120,354	120,354	73,000.00	.00	47,354.00	60.7%
94606 Telecommunic & Broadband Stud	30,000	0	30,000	24,750.00	300.00	4,950.00	83.5%
94607 E-Ticket Software	29,562	0	29,562	12,012.00	17,550.00	.00	100.0%
94702 Swimming Pool	42,500	119,900	162,400	143.00	.00	162,257.00	.1%
94703 Park Fencing	0	31,036	31,036	.00	.00	31,036.00	.0%
94704 Old Park Office	0	20,313	20,313	.00	.00	20,313.00	.0%
94705 Park Lighting	0	65,918	65,918	3,863.00	36,650.00	25,405.00	61.5%
94708 Park-Kohn Prpty Master Plan	20,000	0	20,000	.00	.00	20,000.00	.0%
94709 New Park Shelter	0	90,800	90,800	41,987.00	30,307.50	18,505.50	79.6%
94803 Tourism Signs	0	20,000	20,000	19,910.80	.00	89.20	99.6%
GRAND TOTAL	955,162	1,735,651	2,690,813	820,508.90	134,030.09	1,736,274.01	35.5%

** END OF REPORT - Generated by Thomas Judge **

3. ERP

Taxation

- To date, worked with Tyler 12 days on system set up - 3 more days scheduled for March.
- Focusing on data clean up prior to import.

Assessments

- Requested quote but company has not yet responded.

4. Health Insurance: Local Choice Renewal

- FY2018 3.2% rate reduction.
- FY2018 benefits changes:
 - o LiveHealth Online EAP will now be available for accessing member's four free counseling sessions.
 - o LiveHealth Online will be available for accessing Future Moms with Breastfeeding Support, at no extra cost

Vice Chair Weiss, seconded by Chuck Bishop, moved to accept the FY2018 Health Insurance Rates. The motion carried by the following vote:

David Ash	- Aye
Chuck Bishop	- Aye
Sharon Keeler	- Aye
Charles "Chip" Schutte	- Aye
David Weiss	- Aye

Draft for Approval April 24, 2017

FY 18 Monthly Health Benefit Rates

Effective 5/15/2017

Source: Joint Administrative Services

A. Plan Rates	Cost	Employer	Employee	Employer	Employer	FY 18 Employer Annual
				FY 18 Share*	FY 17 Share*	
<u>KA 250 Plan Option</u>						
<i>Regular Full Time</i>						
Single	674.00	569.66	104.34	85%	84%	6,836
Dual	1,247.00	621.58	625.42	50%	50%	7,459
Family	1,820.00	907.28	912.72	50%	50%	10,887
Rounding difference shifts year to year in KA 250.						
<i>Transportation, Food Service & Other</i>						
Single	674.00	480.67	193.33	71%	71%	5,768
Dual	1,247.00	524.48	722.52	42%	42%	6,294
Family	1,820.00	765.55	1,054.45	42%	42%	9,187
<u>KA 500 Plan Option</u>						
<i>Regular Full Time</i>						
Single	620.00	569.66	50.34	92%	92%	6,836
Dual	1,147.00	621.58	525.42	54%	54%	7,459
Family	1,674.00	907.28	766.72	54%	54%	10,887
<i>Transportation, Food Service & Other</i>						
Single	620.00	480.67	139.33	78%	78%	5,768
Dual	1,147.00	524.48	622.52	46%	46%	6,294
Family	1,674.00	765.55	908.45	46%	46%	9,187
<u>TLC High Deductible</u>						
<i>Regular Full Time</i>						
Single	487.00	487.00	.00	100%	100%	5,844
Dual	901.00	553.75	347.25	61%	61%	6,645
Family	1,315.00	807.05	507.95	61%	61%	9,685
<i>Transportation, Food Service & Other</i>						
Single	487.00	410.92	76.08	84%	84%	4,931
Dual	901.00	467.25	433.75	52%	52%	5,607
Family	1,315.00	680.98	634.02	52%	52%	8,172
B. Account Contributions						
<u>Regular Full Time</u>						
TLC Health Savings Account Contribution (single)		82.66				992
TLC Health Savings Account Contribution (dual)		67.83				814
TLC Health Savings Account Contribution (family)		100.23				1,203
<u>Transportation, Food Service & Other</u>						
TLC Health Savings Account Contribution (single)		69.75				837
TLC Health Savings Account Contribution (dual)		57.23				687
TLC Health Savings Account Contribution (family)		84.57				1,016
C. Total Employer Cost Per Group Health Member						
<u>Regular Full Time</u>						
Single Health		569.66				
Dual Health		621.58				
Family Health		907.28				
TLC Single Health & "HSA"		569.66				
TLC Dual Health & "HSA"		621.58				
TLC Family Health & "HSA"		907.28				
<u>Transportation & Food Service</u>						
Single Health		480.67				
Dual Health		524.48				
Family Health		765.55				
TLC Single Health & "HSA"		480.67				
TLC Dual Health & "HSA"		524.48				
TLC Family Health & "HSA"		765.55				
					Overall Change	
						-3.20%

Note: Where two employees are married, and they together opt for either a dual or family option, the employer will pay two times the single employer contribution for the plan option selected.

METHOD:

- Force TLC employee single contribution to zero.
- Force 500 rates to percentage contributions from prior year.
- Force 250 employer contribution to same as 500 contribution.
- Force "HSA" contribution so total employer equal across plans.

5. Health Insurance: Preliminary COVA Local rates

Tom Judge reviewed preliminary COVA information. Highlights include:

- Program will not go into effect until this time next year – if at all.
- COVA rates are higher.
- State asking jurisdictions to agree to continued consideration. Tom Judge recommends discontinuing.
- Further consideration does not obligate the locality.

By consensus, the Board agreed to continue consideration until more information was available.

6. Next Meeting

David Ash, seconded by Chuck Bishop, moved to cancel the March 27 meeting. The motion carried by the following vote:

David Ash	-	Aye
Chuck Bishop	-	Aye
Sharon Keeler	-	Aye
Charles "Chip" Schutte	-	Aye
David Weiss	-	Aye

The next regularly scheduled meeting is set for April 24.

7. Adjournment

At 1:14 pm, Chip Schutte adjourned the meeting.

Minutes Recorded by David Ash; Transcribed by Lora B. Walburn

Clarke County Board of Supervisors

Government Projects Update

Clarke County Board of Supervisors

Miscellaneous Items

Board of Supervisors
Summary of Required Actions Status Report

Year	Meeting/Letter Date	Item	Description	Responsibility	Status	Date Complete
2017	1/17/2017	2062	Follow up with Alison Teetor on energy report.	David Ash	3/3 Not yet available	
2017	1/17/2017	2070	Follow up with Loudoun County contact re recycled glass.	Supervisor Daniel		
2017	2/21/2017	2071	Develop / process public hearing notice for TA17-01.	Lora B. Walburn	Complete	2/23/2017
2017	2/21/2017	2072	Process approved minutes.	Lora B. Walburn	Complete	2/24/2017
2017	2/21/2017	2073	Process Skyline Regional Criminal Justice Academy Resolution and Agreement.	Lora B. Walburn	Complete	2/22/2017
2017	2/21/2017	2074	Execute and forward VACorp FY2017-2018 Acceptance to Renew.	David Ash	Complete	2/23/2017
2017	2/21/2017	2075	Process Dark Fiber Lease Agreement.	Lora B. Walburn	Complete	2/23/2017
2017	2/21/2017	2076	Update appointment database and process notice of appointment.	Lora B. Walburn	Complete	2/24/2017
2017	2/21/2017	2077	Process letters of appointment and update database.	Lora B. Walburn	Complete	2/24/2017
2017	2/21/2017	2078	Request areas of priority from Director of Economic Development.	David Ash	See EDAC action plan in 03/2017 Packete	3/13/2017

Clarke County Board of Supervisors

Board Member Committee Status Reports

Clarke County Board of Supervisors

Closed Session *[as necessary]*

Clarke County Board of Supervisors

Citizen Comment Period

Public Hearing Notices

The Clarke County Board of Supervisors will hold a public hearing on Tuesday, March 21, 2017 at 6:30PM, or as soon thereafter as the matter may be heard, in the Main Meeting Room, 2nd floor, Berryville-Clarke County Government Center, 101 Chalmers Court, Berryville, Virginia to consider the following matter.

PH 17-03 TA-17-01, Agricultural Business Uses. Proposed text amendment to amend §3-A-1 (Agricultural-Open Space-Conservation District – AOC), §3-A-2 (Forestal-Open Space-Conservation District – FOC), §3-A-3 (Rural Residential District – RR), §3-A-12 (Neighborhood Commercial District – CN), §3-A-13 (Highway Commercial District – CH), §3-C (Supplementary Regulations), and Article 9 (Definitions) of the Zoning Ordinance. The following amendments are proposed:

- Add “farm machinery sales and service” and “farm supplies sales” as permitted and special uses in the AOC District based on floor area limitations along with new supplementary regulations and definitions for each use.
- Amend definition of “agriculture” to more accurately reflect the County’s agricultural industry and to include “horticulture.”
- Delete definition of “horticulture” and permitted uses in the AOC, FOC, and RR Districts.
- Add “The wholesale or retail sale of agricultural products, grown or processed in conjunction with an agricultural operation, that is clearly accessory and incidental to that agricultural operation” as a new accessory use in the AOC and FOC Districts.
- Delete definition and supplementary regulations for “Processing of agricultural products not totally produced in Clarke County (excluding wineries, breweries, cideries, and distilleries)” and special uses in the AOC and FOC Districts.
- Delete “Nurseries, greenhouses (commercial)” as permitted uses in the CN and CH Districts.
- Add “Historic mill” as a new permitted use in the AOC and CN Districts along with a new definition and supplementary regulations.
- Additional changes are provided for clarity purposes.

Any person desiring to be heard regarding the above matter should appear at the appointed time and place. Written copies of statements at public hearings are requested but not required. Copies of the aforementioned plan and related documents are available to the public in the Clarke County Planning Department during regular working hours. Copies of the current and proposed plan may also be downloaded from the County website at www.clarkecounty.gov (<http://www.clarkecounty.gov>).

Pertinent information in connection with the above matters is available to the public in Clarke County Administration during regular working hours. Any person desiring to be heard regarding the above matters should appear at the appointed time and place. Written copies of statements at public hearings are requested but not required.

David L. Ash, County Administrator



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

TO: Board of Supervisors

FROM: Brandon Stidham, Planning Director

SUBJECT: TA-17-01, Agricultural Business Uses

DATE: March 13, 2017

For your reference following the Staff Report for the Agricultural Business Uses text amendment (TA-17-01), you will find maps depicting the County parcels that are zoned either Highway Commercial (CH) or Neighborhood Commercial (CN). Staff was asked to provide this information by the Board at the February 21 meeting for demonstrative purposes. The maps are organized as follows:

- Route 7 and Triple J Road, Route 7 and Kimble Road (CH zoning)
- US 340 north of Berryville (CH zoning)
- Route 7 and Chilly Hollow Road, Route 7 and Shepherd's Mill Road (CH and CH zoning)
- Waterloo (CH zoning)
- Millwood (CN zoning)
- Double Tollgate (CH zoning)
- White Post (CN zoning)
- Howellsville Road/Shenandoah Farms (CN zoning)

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

ZONING ORDINANCE TEXT AMENDMENT (TA-17-01)

Agricultural Business Uses

March 21, 2017 Board of Supervisors Meeting – PUBLIC HEARING

STAFF REPORT – Department of Planning

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

Description:

Proposed text amendment to amend §3-A-1 (Agricultural-Open Space-Conservation District – AOC), §3-A-2 (Forestal-Open Space-Conservation District – FOC), §3-A-3 (Rural Residential District – RR), §3-A-12 (Neighborhood Commercial District – CN), §3-A-13 (Highway Commercial District – CH), §3-C (Supplementary Regulations), and Article 9 (Definitions) of the Zoning Ordinance. The following amendments are proposed:

- Add “farm machinery sales and service” and “farm supplies sales” as permitted and special uses in the AOC District based on floor area limitations along with new supplementary regulations and definitions for each use.
- Amend definition of “agriculture” to more accurately reflect the County’s agricultural industry and to include “horticulture.”
- Delete definition of “horticulture” and permitted uses in the AOC, FOC, and RR Districts.
- Add “The wholesale or retail sale of agricultural products, grown or processed in conjunction with an agricultural operation, that is clearly accessory and incidental to that agricultural operation” as a new accessory use in the AOC and FOC Districts.
- Delete definition and supplementary regulations for “Processing of agricultural products not totally produced in Clarke County (excluding wineries, breweries, cideries, and distilleries)” and special uses in the AOC and FOC Districts.
- Delete “Nurseries, greenhouses (commercial)” as permitted uses in the CN and CH Districts.
- Add “Historic mill” as a new permitted use in the AOC and CN Districts along with a new definition and supplementary regulations.
- Additional changes are provided for clarity purposes.

Requested Action:

Conduct scheduled Public Hearing and take formal action on the proposed text amendment. Staff has no outstanding concerns with the adoption of this text amendment.

Background:

This proposed text amendment was developed in response to a July 19, 2016 request from the Board of Supervisors to the Planning Commission. The Board requested the Commission to evaluate agricultural business uses that are currently allowed only in the Highway Commercial (CH) or Neighborhood Commercial (CN) Districts and to determine whether they would be appropriate in the Agricultural-Open Space-Conservation District (AOC). The Board also noted

that the evaluation should, at a minimum, include the following:

1. Determine whether such uses should be limited to properties with direct access to primary highways.
2. Determine whether such uses should be added to the AOC District as by-right or special uses.

The Commission began work on the request as a committee of the whole at their August 30, 2016 Briefing Meeting. This work included an in-depth review of the agricultural business uses that are currently allowed in the AOC, CH, and CN Districts and the applicable definitions and supplementary regulations for these uses. The Commission also reviewed historical information on how and why these uses and their applicable regulations were amended over the past 20 years. Regarding the current Ordinance provisions, specific items that were discussed are as follows, organized by topical area:

Agricultural Support Businesses

- Farm supplies sales businesses are allowed by-right in the CH District and by special use in the CN District. These businesses are not an allowable use in the AOC District.
- Farm machinery sales and service businesses are allowed by-right in the CH District but are not an allowable use in the AOC District.

Retail Sales of Agricultural Products

- Agricultural products can only be sold on AOC-zoned property by-right as a wayside stand. A wayside stand can only be operated as a Home Occupation, the products sold must be “produced primarily on the premises,” and the wayside stand must clearly be a secondary use of the property.
- Sales of agricultural products that do not meet the requirements of a wayside stand are allowed only by special use permit for “retail and service businesses” per §3-A-1-a-3-q.
- “Nurseries, greenhouses (commercial)” are allowed by-right in the CH and CN Districts but are not an allowable use in the AOC District.

“Agriculture” and “Horticulture”

- “Agriculture” and “horticulture” are included in the Ordinance as separate uses with their own definitions:
 - **“Agriculture”** – *The use of land devoted to agricultural products and the processing of such agricultural products that are produced in Clarke County. Bio-Solids Land Application shall be considered an agricultural activity. (§9-B-4)*
 - **“Horticulture”** – *The use of land devoted to the production of fruit of all kinds (including berries, grapes, and nuts), ornamental plants and products, and*

vegetables. (§9-B-97)

- The use “nurseries, greenhouses (commercial)” is not defined and does not have supplementary regulations so it is unclear how this use relates to “horticulture.”

Production and Processing of Agricultural Products

- Production and processing of agricultural products is allowed by-right under “agriculture” with the exception of the following:
 - If the agricultural products are not totally produced in the County, a special use permit is required even if only a small portion of the products come from outside of the County. Wineries, breweries, cideries, and distilleries are specifically exempted from this requirement.
 - Small scale processing of fruit and vegetables (defined in §9-B-164) also requires a special use permit regardless of whether the products are produced in Clarke County.
 - Feed and grain mills are a special use in the CH District but are not an allowable use in the AOC District or the CN District.

Following the in-depth review of the current Ordinance provisions and how they have been applied over the years, the Commission focused their discussion on the following key issues:

1. Should agricultural-related businesses that are currently allowed only in the CH and CN Districts be allowed in the AOC District and, if so, should they be allowed by right with site plan approval by the Planning Commission or by special use permit and site plan approval by the Board of Supervisors? These uses include:
 - Farm machinery sales and service
 - Farm supplies and sales
 - Nurseries, greenhouses (commercial)
 - Feed and grain mill
2. How should the prohibition of “nurseries, greenhouses (commercial)” be reconciled with the definition of “horticulture” and the use’s by-right allowance in the AOC District? Is there a reason to have a definition of “horticulture” that is separate from the definition of “agriculture?”
3. Should a different approach be taken with the sale and processing of agricultural products in the AOC District? More specifically, is distinguishing between products produced entirely in the County and not totally produced in the County the appropriate metric to use?

The Commission’s recommended text amendment attempts to address each of these issues in total along with correcting inconsistencies and any provisions that may be unclear. The next section outlines the proposed changes and the rationale for each change.

Staff Analysis – Proposed Text Amendment Language

The recommended text amendment language is described below using the topical areas noted earlier in this report.

Agricultural Support Businesses – Farm Machinery Sales and Service/Farm Supplies Sales

To address the Board of Supervisors’ original request, the Commission recommends adding the following uses to the AOC District:

- Farm machinery sales and service
- Farm supplies sales (amended from “farm supplies and sales” for clarity purposes)

These uses would be allowed by-right if the proposed building or buildings contain a total floor area of less than 12,000 square feet, and would be allowed by special use permit if the proposed building or buildings have a total floor area of 12,000 square feet or greater. In researching ways to address the maximum allowable floor areas for these uses, it was determined that the State Building Code typically requires structures housing these types of uses to have sprinkler systems installed for fire suppression if they are 12,000 square feet or greater in size. If these uses are developed in the AOC District, they would not have access to public water and would likely be required to have a large water storage tank to support on-demand usage of the sprinkler system. Given that such a tank could provide additional lot coverage and visual impacts, it was determined that the 12,000 square foot building code requirement would be an appropriate metric to use in distinguishing between a by-right and special use.

To aid the Commission’s discussion, Staff also presented the Commission with rough estimates of similar businesses currently operating in Winchester, Frederick County, Front Royal, and other nearby areas. With the exception of a few very large facilities in excess of 60,000 square feet, most existing businesses have floor areas between 10,000 square feet and 25,000 square feet. It is the Commission’s position that providing a special use permit option gives developers of these businesses the flexibility to develop stores 12,000 square feet or greater in size while simultaneously allowing the Commission and Board of Supervisors the ability to impose conditions to address potential impacts on a case by case basis.

In addition to the new uses, the text amendment also recommends new definitions and supplementary regulations for each use. The supplementary regulations would only apply to these uses when they are developed in the AOC District and would include the following:

- A site development plan per Article 6 is required and shall include a plan for the effective onsite containment and offsite disposal of waste fluids, fertilizers, pesticides, and other chemicals in accordance with State law. Onsite disposal of waste fluids and chemicals would be prohibited.
- Businesses would only be allowed on AOC-zoned properties that have frontage on a Federal primary highway (US 340, US 522, US 50/17) or a four-lane divided State

primary highway (VA 7) and shall have a commercial entrance approved by the Virginia Department of Transportation.

- For farm machinery sales and service businesses, all service activities shall be conducted within an enclosed building, no outdoor storage shall be permitted, outdoor display of machinery is permitted within the building envelope and must be shown on the site development plan, and service/repair activities are limited to farm machinery and equipment (e.g., tractors, combines, harvesters). No repairs may be conducted on automobiles, heavy trucks, or other motor vehicles.
- For farm supplies sales, outdoor storage of supplies shall only be permitted within the rear yard building envelope, must be shown on the site development plan, and must be secured with fencing. Outdoor display of supplies shall only be permitted in a maximum 750 square foot area within the building envelope. Retail sale of non-agricultural merchandise is allowed so long as the sale of such merchandise is accessory and clearly incidental to the sale of farm supplies.

Agricultural Support Businesses – Historic Mills

In discussing the fact that “feed and grain mills” are not allowed in the AOC District, it was noted that this was intended to prevent large milling operations from locating outside of the County’s business intersections. The Commission however noted that the Ordinance does not address the County’s two historic mills – Burwell-Morgan Mill located on 15 Tannery Lane in Millwood (zoned CN) and Locke’s Mill located at 1600 Locke’s Mill Road (zoned AOC).

To address this issue, the Commission has recommended creating a new permitted use in the CN and AOC Districts called “historic mill.” The new proposed definition would specifically identify Burwell-Morgan Mill and Locke’s Mill as the only “historic mills” and the new proposed supplementary regulations would allow the historic mills to continue operating for the primary purposes of grinding grains and conducting historical/educational activities. Retail sales would be permitted so long as the activity is accessory and clearly incidental to the primary purposes of the historic mill. Any expansion of the existing mill footprint or construction of new structures or parking would require a site development plan approval per Article 6 and, in the case of Burwell-Morgan Mill, compliance with the Zoning Ordinance provisions regarding structures in Historic Districts (§3-E-3).

Retail Sales of Agricultural Products – Definition of “Agriculture”

As previously noted, the Commission also reviewed the current Ordinance provisions regarding the sale of agricultural products by a farm or other agricultural operation. One of the two main issues is how the Ordinance currently defines “agriculture”:

The use of land devoted to agricultural products and the processing of such agricultural products that are produced in Clarke County. Bio-Solids Land Application shall be considered an agricultural activity.

Paired with the current special use in the AOC and FOC Districts – “Processing of agricultural products not totally produced in Clarke County (excluding wineries, breweries, cideries, and distilleries)” – it was noted that the current rules allow farms to process agricultural products by-right but only if those products were totally produced within the County. If the products being

produced come from outside of the County, a special use permit is required. Commission and Planning Staff noted that this approach presents application and enforcement difficulties as it would require County staff to determine the origin of the agricultural products that are processed on a farm.

In consultation with the County Attorney, he recommended replacing the current definition of “agriculture” with one adapted from Fauquier County’s definition that focuses more clearly and appropriately on the nature of agriculture in the County. The proposed new definition is as follows:

The use of land for (i) tilling of the soil, (ii) the growing of crops or plant growth of any kind, including fruit, flowers, and ornamental plants, (iii) pasturage, (iv) dairying, or (v) the raising of poultry and/or livestock.

The proposed definition also incorporates “horticulture” into the definition of “agriculture,” as the Commission was in agreement that horticulture is part of agriculture and not a separate use. As such, the text amendment recommends deletion of “horticulture” as a listed use in the AOC, FOC, and RR Districts along with the definition of “horticulture.”

Also pertaining to the current definition of “agriculture,” it was noted that “Bio-Solids Land Application” is specifically listed as an “agricultural activity” within the current definition. Per the County Attorney’s recommendation, this would be removed from the definition of “agriculture” and would be listed as a new accessory use in the AOC and FOC Districts. The Commission was also concerned that listing this activity as a use in the Ordinance could give the appearance that the County is promoting the use. Staff recommended retaining the use in order to make Bio-Solids applicators and property owners aware of the County’s regulations on land application of Bio-Solids. To address the Commission’s concern and to reflect the fact that localities cannot prohibit land application of Bio-Solids per State law, the Commission recommends listing the new accessory use as follows:

“Bio-Solids Land Application, to the extent required by State law”

Retail Sales of Agricultural Products – Onsite Sale of Products by Farm

The other main issue addressed by the Commission regarding the sale of agricultural products is the onsite sale of such products by a farm or other agricultural operation, such as a nursery or greenhouse. As noted above, agricultural products can only be sold on AOC-zoned property by-right as a “wayside stand.” A “wayside stand” can only be operated as a Home Occupation, the products sold must be “produced primarily on the premises,” and the “wayside stand” must clearly be a secondary use of the property. Sales of agricultural products that do not meet the requirements of a wayside stand are allowed only by special use permit for “retail and service businesses.” While it may have been the practice over time to presume that onsite sale of farm products is part of “agriculture,” this activity is not clearly supported by current Ordinance language.

To address this issue, the proposed text amendment would add the following new accessory use to the AOC and FOC Districts:

“The wholesale or retail sale of agricultural products, grown or processed in conjunction with an agricultural operation, that is clearly accessory and incidental to that agricultural operation.”

This change would clarify that a farm may sell – either wholesale or retail – products that are grown or processed as part of that farm’s operations. It would not allow any retail sale of products or items that are **not** grown or produced by the farm. It would allow products to be sold that are processed with products that are not produced by that farm. An example would be an apple producer selling baked goods made with apples grown on that farm along with ingredients not produced on the farm. In the case of agricultural operations composed of multiple parcels, onsite sales may take place on any parcel where the farm’s operations are occurring. No site plan would be required – any structure housing the sales activities would have to meet building envelope requirements for accessory structures in the AOC District. Any resale of products not produced in conjunction with the farm would require a special use permit and site plan as a “Retail and Service Business.” To continue with the apple producer example referenced above, the apple producer would not be allowed to sell apples grown by another farm or crafts manufactured by an outside artisan or company.

Since the proposed changes would no longer focus on whether an agricultural product is produced inside or outside of Clarke County, but whether the product being sold onsite was produced in whole or in part by that agricultural operation, the proposed text amendment would also delete the following special use in the AOC and FOC Districts along with its corresponding Supplementary Regulations:

“Processing of agricultural products not totally produced in Clarke County (excluding wineries, breweries, cideries, and distilleries)”

Related to this issue is that of the “nurseries, greenhouses (commercial)” use. This use is allowed by-right in the CH and CN Districts but not in the AOC District. The Commission recommends deletion of the “nurseries, greenhouses (commercial)” use because the proposed changes to the definition of agriculture and the new proposed accessory use would allow wholesale and retail sale of agricultural products produced through horticulture onsite by an agricultural operation in the AOC District. A nursery or greenhouse that primarily sells plants that are grown offsite and not in conjunction with an agricultural operation would be allowed by right with site plan approval in the CH and CN Districts, and by special use permit in the AOC District, as a “retail and service business.”

One additional minor change to an existing use as it appears in the FOC District (§3-A-2-a-3-k) is proposed for clarity purposes:

*“**Small scale Processing of Fruit and Vegetables**”*

The purpose of change is to reconcile the special use with the term as it is defined in §9-B-164. The term is correctly depicted in the list of special uses in the AOC District.

Planning Commission Recommendation:

Following a duly advertised Public Hearing on February 3, 2017, the Planning Commission voted 9-0-2 (Kreider, Nelson absent) to recommend adoption of the proposed text amendment. No one spoke for or against the text amendment at the Commission's Public Hearing.

Staff Recommendation:

Staff has no outstanding concerns with the adoption of the text amendment.

History:

- | | |
|---------------------------|--|
| January 6, 2017. | Commission voted 10-0-1 (Buckley absent) to schedule Public Hearing for the February 3, 2016 meeting. |
| February 3, 2017. | Commission voted 9-0-2 (Kreider, Nelson absent) to recommend adoption of the proposed text amendment. |
| February 21, 2017. | Commission voted unanimously to schedule Public Hearing for the March 21, 2017 meeting. |
| March 21, 2017. | Placed on the Board of Supervisors meeting agenda and advertised for Public Hearing. |

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

Agricultural Support Businesses

Farm Machinery Sales and Service/Farm Supplies Sales

• **District uses:**

Add the following as new permitted uses in the Agricultural-Open Space-Conservation (AOC) District (§3-A-1-a-1):

- *Farm machinery sales and service*
- *Farm supplies sales*

Add the following as new special uses in the Agricultural-Open Space-Conservation (AOC) District (§3-A-1-a-3):

- *Farm machinery sales and service with floor area ~~in excess of 15,000~~ 12,000 square feet or greater.*
- *Farm supplies sales with floor area ~~in excess of 15,000~~ 12,000 square feet or greater.*

Edit the following uses for clarity purposes:

- Farm supplies ~~and~~ sales (§3-A-12-a-3-c – Neighborhood Commercial District; §3-A-13-a-1-g – Highway Commercial District)

• **Definitions (Article 9):**

Add the following new definitions:

- *Farm machinery sales and service -- Buildings and land used for the onsite sale of machinery, equipment, and parts, and/or for the onsite service of machinery and equipment, manufactured primarily for use by an agricultural operation.*
- *Farm supplies sales -- Buildings and land used for the onsite sale of supplies that are primarily produced or manufactured for use by an agricultural operation.*

• **Supplementary Regulations (§3-C-2):**

Add the following new supplementary regulations:

Farm Machinery Sales and Service

The following regulations shall apply to such uses that are proposed in the Agricultural-Open Space-Conservation (AOC) District:

1. *Approval of a site development plan by the Planning Commission per Article 6 shall be required. A plan for the effective onsite containment and offsite disposal of waste fluids and other chemicals in accordance with State requirements shall be provided with the site development plan. No onsite disposal of waste fluids or chemicals shall be permitted.*
2. *The property on which a farm machinery sales and service business is located shall have frontage on a Federal primary highway (US 340, US 522, US 50/17) or four-lane divided State primary highway (VA 7) and shall have a commercial entrance approved by the Virginia Department of Transportation (VDOT).*
3. *The total floor area of the building or buildings used for farm machinery sales and service shall not exceed 11,999 square feet without an approved special use permit.*
4. *All service activities shall be conducted within an enclosed building.*
5. *No outdoor storage shall be permitted. Outdoor display of machinery shall be permitted within the building envelope and shall be designated on the site plan.*
6. *Service and repair activities shall be limited to farm machinery and equipment including but not limited to farm tractors, combines, harvesters, and the like. No service or repair of automobiles, heavy trucks, or other motor vehicles shall be permitted.*

Farm Supplies Sales

The following regulations shall apply to such uses that are proposed in the Agricultural-Open Space-Conservation (AOC) District:

1. *Approval of a site development plan by the Planning Commission per Article 6 shall be required. A plan for the effective onsite containment and offsite disposal of fertilizers, pesticides/herbicides, and chemicals in accordance with State requirements shall be provided with the site development plan. No onsite disposal of fertilizers, pesticides/herbicides, or chemicals shall be permitted.*
2. *The property on which a farm supplies sales business shall have frontage on a Federal primary highway (US 340, US 522, US 50/17) or four-lane divided State primary highway (VA 7) and shall have a commercial entrance approved by the Virginia Department of Transportation (VDOT).*
3. *The total floor area of the building or buildings used for farm supplies sales shall not exceed 11,999 square feet without an approved special use permit.*

4. *Outdoor storage of supplies shall only be permitted within the rear yard building envelope and shall be designated on the site plan. Outdoor storage areas shall be secured with fencing.*
5. *Outdoor display of supplies shall only be permitted in a designated area within the building envelope not to exceed 750 square feet.*
6. *Retail sale of non-agricultural merchandise is allowed so long as sale of such merchandise is accessory and clearly incidental to the sale of farm supplies.*

Feed and Grain Mills

- **District uses:**
Add the following as a new permitted use in the Agricultural-Open Space-Conservation District (§3-A-1-a-1) and the Neighborhood Commercial District (§3-A-12-a-1):

- *Historic Mill*

- **Definitions (Article 9):**
Add the following new definition:

HISTORIC MILL -- One of the County's two 18th Century water mills -- Burwell-Morgan Mill (15 Tannery Lane) and Locke's Mill (1600 Locke's Mill Road) -- originally constructed for the grinding of grains.

- **Supplementary Regulations (§3-C-2):**
Add the following new supplementary regulations:

Historic Mill

1. ***Primary uses that are permitted at an historic mill include grinding of grains and historical/educational activities.***
2. ***Retail sales are permitted so long as the activity is accessory and clearly incidental to the primary uses.***
3. ***Any expansion of the existing mill footprint as of the adoption date of this ordinance, or construction of new structures or parking areas on the same parcel, shall require site development plan approval per Article 6 and compliance with Section 3-E-3, Historic Districts, if applicable.***

Retail Sales of Agricultural Products

Definition of “Agriculture”

- **Definitions (Article 9):**

- Amend the current definition of “agriculture” as follows:

- ***~~AGRICULTURE: The use of land devoted to agricultural products and the processing of such agricultural products that are produced in Clarke County. Bio-Solids Land Application shall be considered an agricultural activity.~~***
- ***AGRICULTURE: The use of land for (i) tilling of the soil, (ii) the growing of crops or plant growth of any kind, including fruit, flowers, and ornamental plants, (iii) pasturage, (iv) dairying, or (v) the raising of poultry and/or livestock.***

- Delete the current definition for “horticulture”:

- ***~~HORTICULTURE: The use of land devoted to the production of fruit of all kinds (including berries, grapes, and nuts), and ornamental plants and products, and vegetables.~~***

- **District uses:**

Delete the current permitted use:

- ***Horticulture --***

- Agricultural-Open Space-Conservation (AOC) District (§3-A-1-a-1-c)
- Forestal-Open Space-Conservation (FOC) District (§3-A-2-a-1-c)
- Rural Residential (RR) District (§3-A-3-a-1-b)

- **District uses:**

Add the following as a new accessory use in the Agricultural-Open Space-Conservation (AOC) District and the Forestal-Open Space-Conservation (FOC) District:

- ***Bio-Solids Land Application, to the extent required by State law.*** (§3-A-1-a-2-g and §3-A-2-a-2-f)

Onsite Sale of Products by Farm

- **District uses:**
Add the following as a new accessory use in the Agricultural-Open Space-Conservation (AOC) District and the Forestal-Open Space-Conservation (FOC) District:
 - *The wholesale or retail sale of agricultural products, grown or processed in conjunction with an agricultural operation, that is clearly accessory and incidental to that agricultural operation.* (§3-A-1-a-2-f and (§3-A-2-a-2-f)

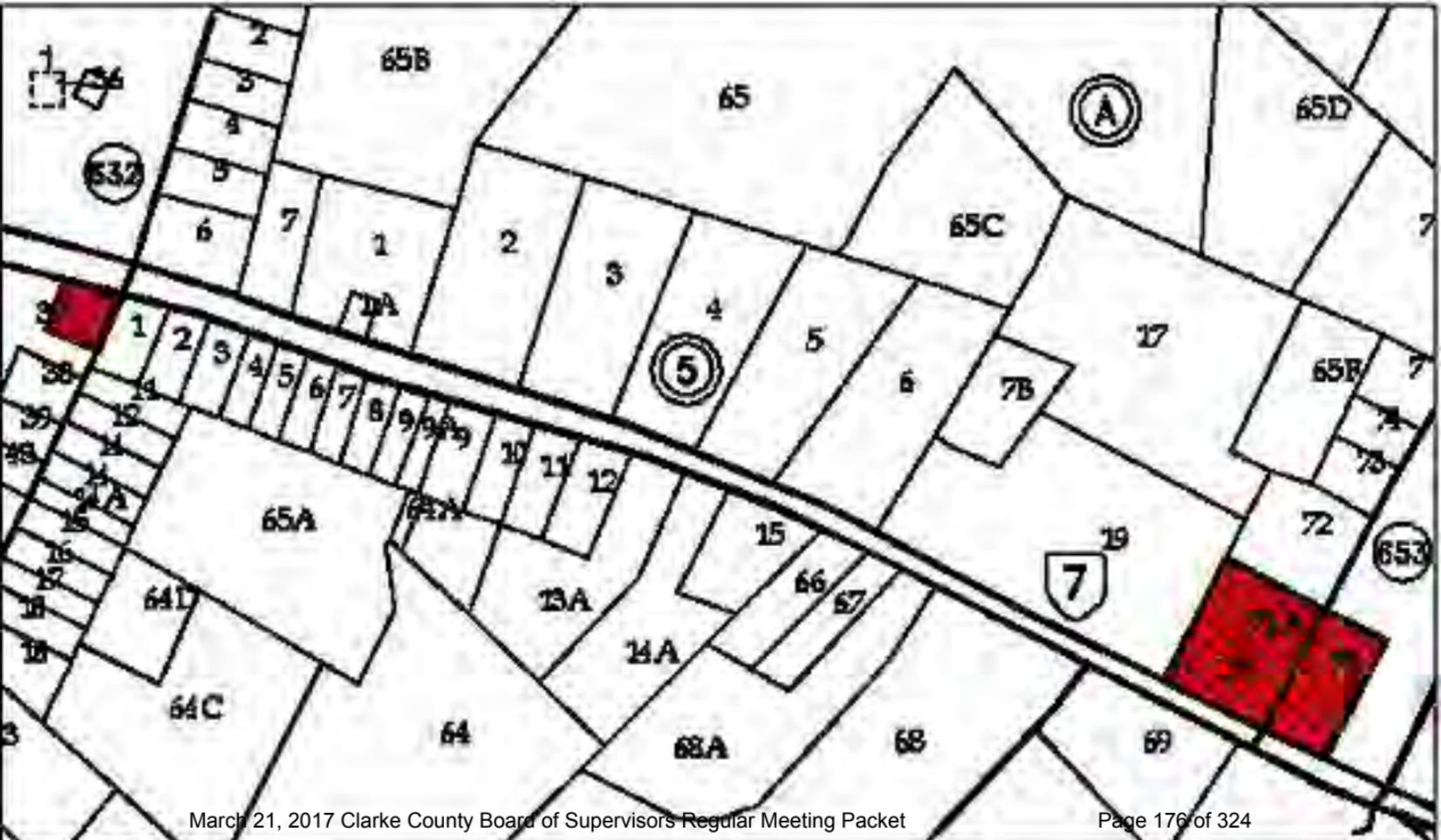
- **District uses:**
Delete the current special use:
 - ~~*Processing of agricultural products not totally produced in Clarke County (excluding wineries, breweries, cideries, and distilleries) --*~~
Agricultural-Open Space-Conservation (§3-A-1-a-3-m) and Forestal-Open Space-Conservation (§3-A-2-a-3-j) Districts.

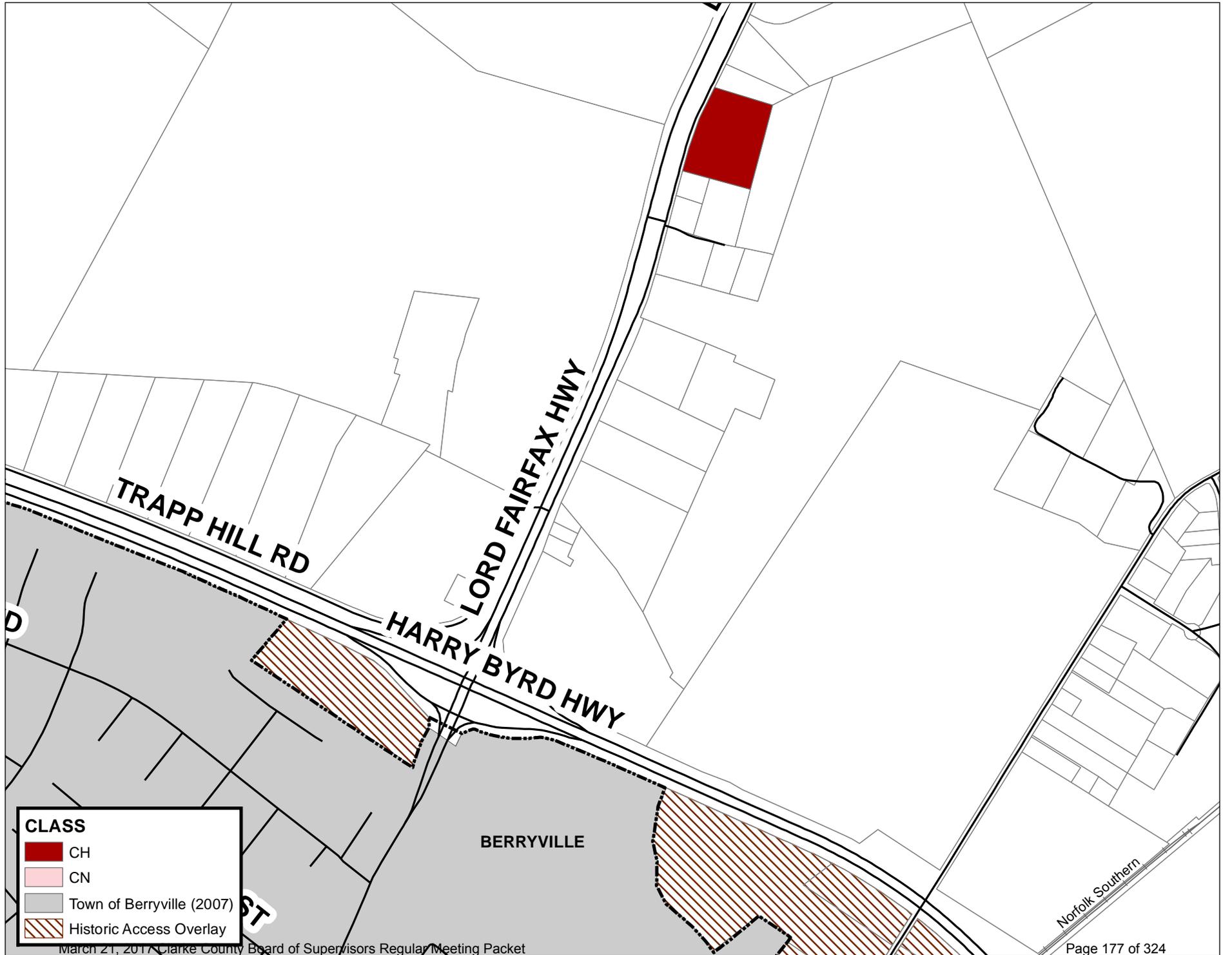
- **Supplementary Regulations (§3-C-2):**
Delete the current supplementary regulation:
 - **Processing of Agricultural Products Not Totally Produced in Clarke County (§3-C-2-z)**

~~*Processing of Agricultural Products Not Totally Produced in Clarke County: An applicant proposing the Processing of Agricultural Products not totally produced in Clarke County shall submit a site plan, per Section 6 of this Ordinance, subject to administrative approval by the Zoning Administrator. Any facilities used for such processing shall be set back at least 500 feet from incorporated town limits, the Berryville Annexation Area, the Rural Residential Zoning District, and parcels less than six acres in area.*~~

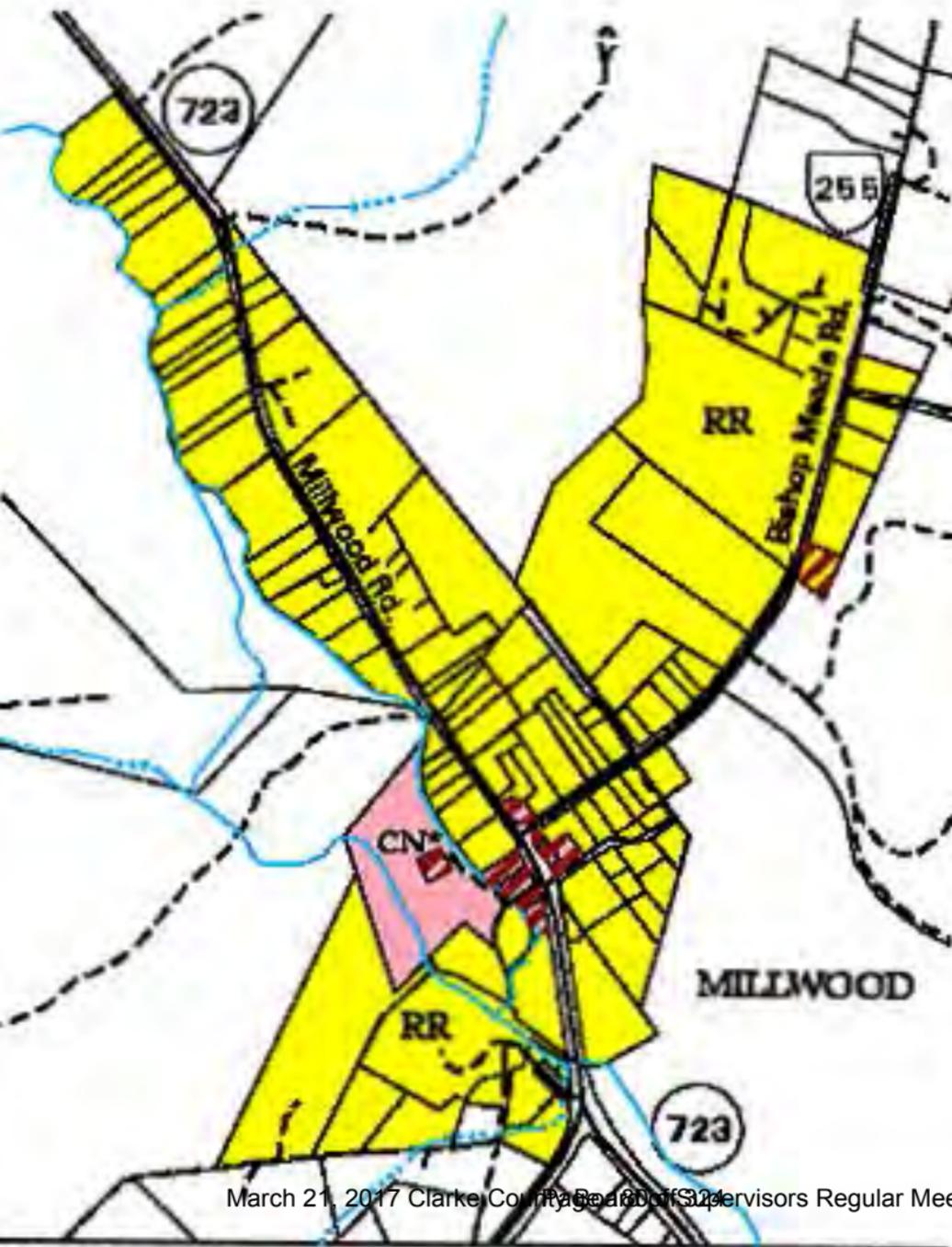
- **District uses:**
Delete the current permitted use:
 - ~~*Nurseries, greenhouses (commercial) –*~~
 - Highway Commercial (CH) District (§3-A-13-a-1-m)
 - Neighborhood Commercial (CN) District (§3-A-12-a-1-h)

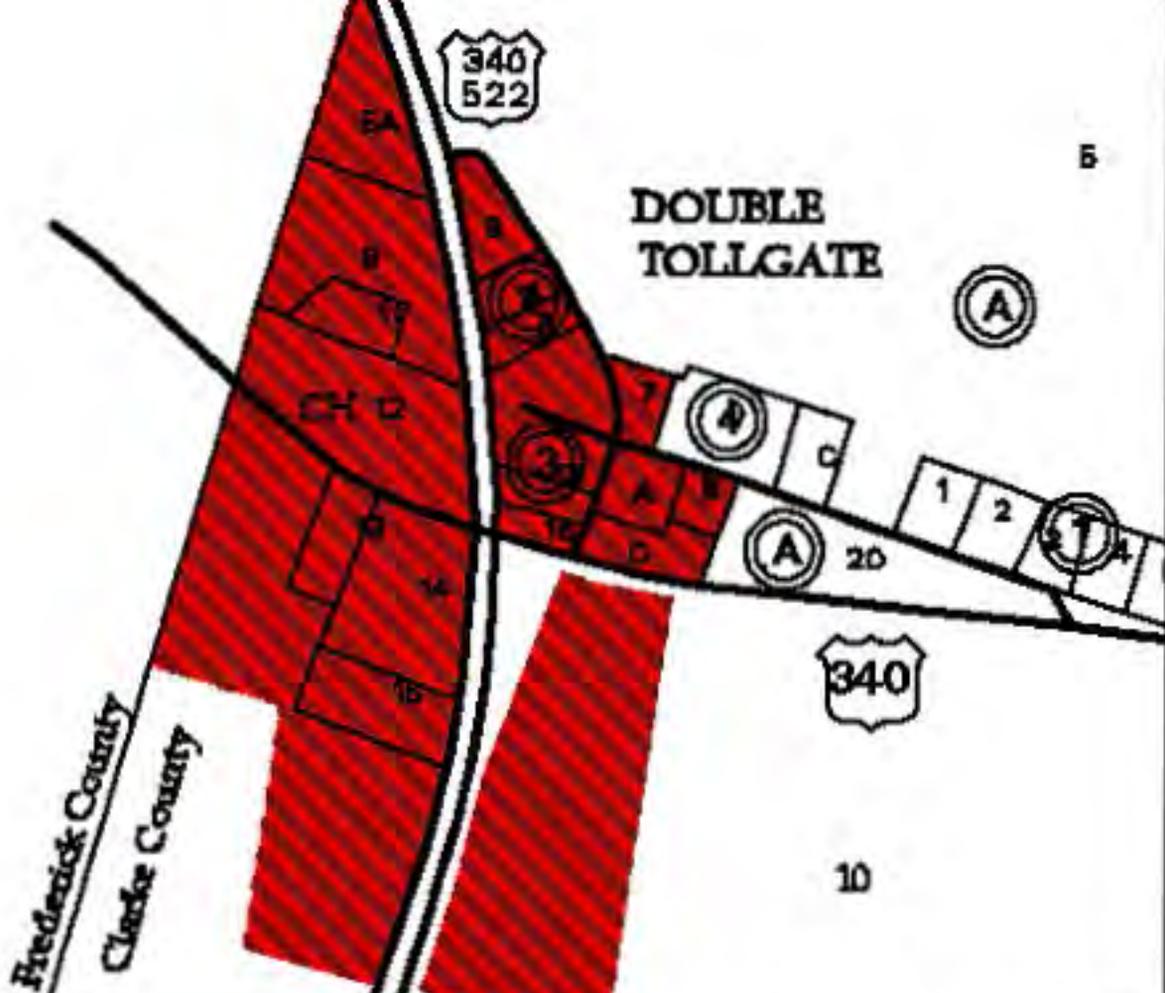
- Amend the current special use to be consistent with the defined term:
 - *Small Scale* Processing of Fruit and Vegetables – Forestal-Open Space-Conservation District (§3-A-2-a-3-k)

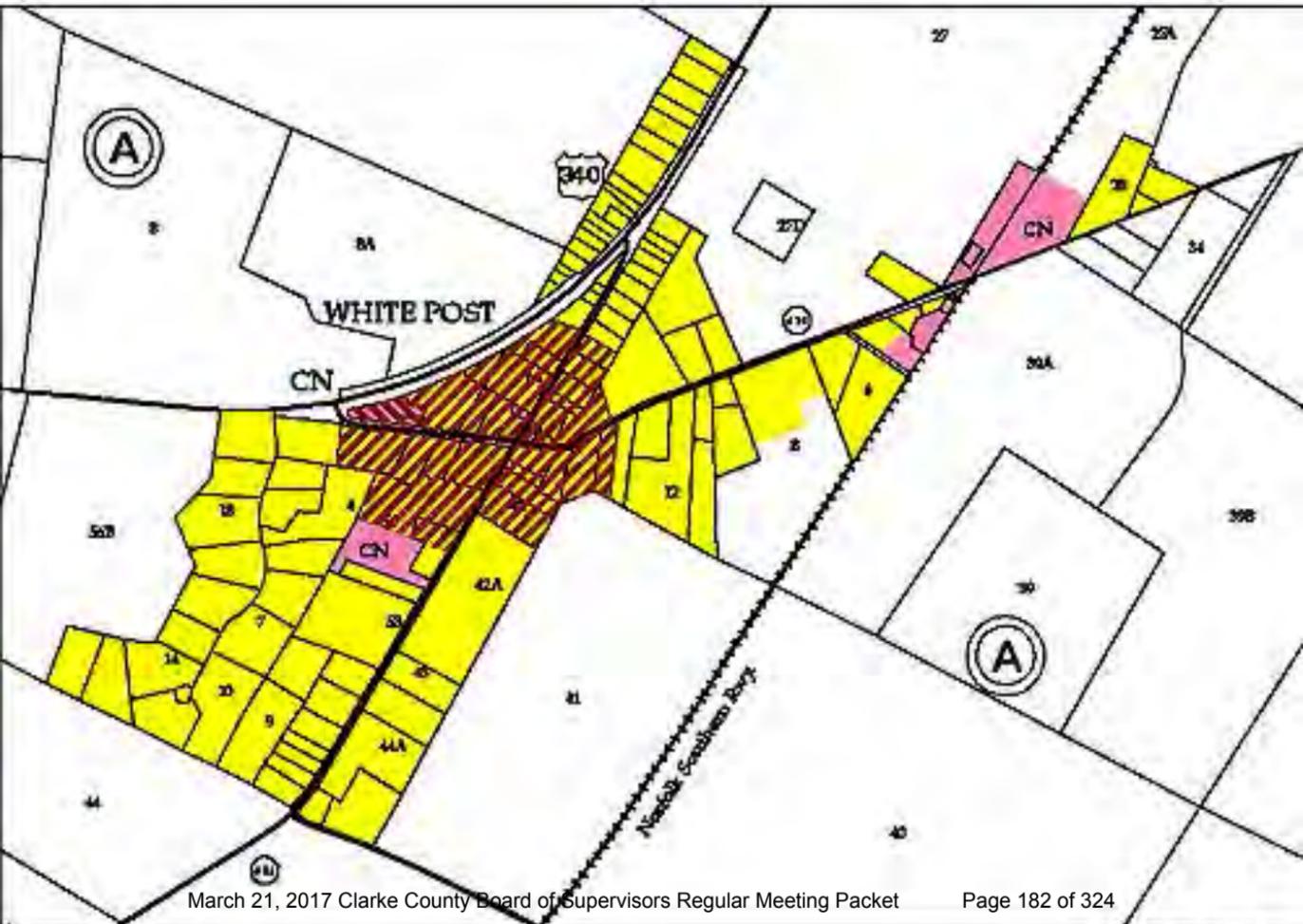


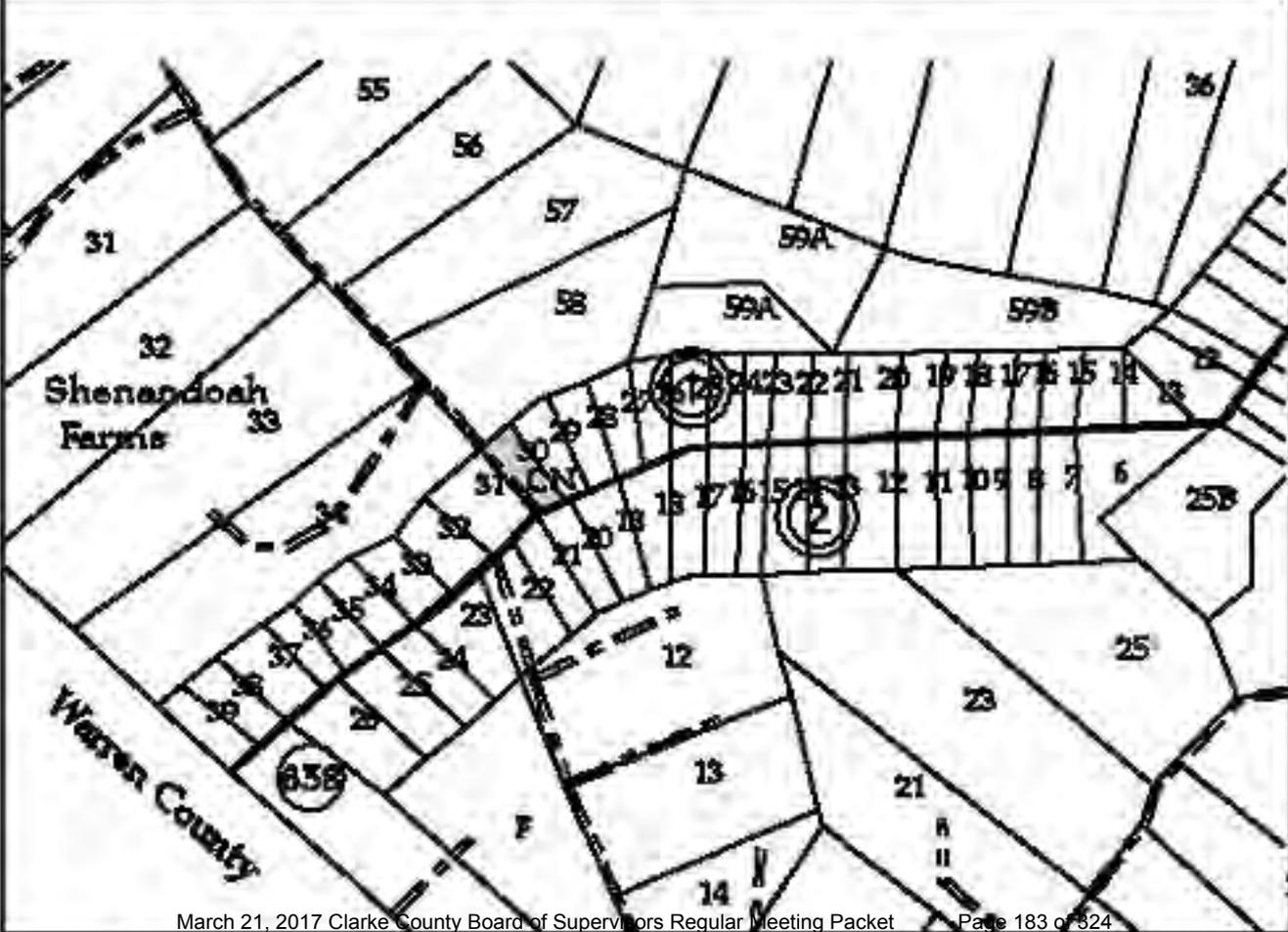












Tax Map 37A1

Scale: 1" = 2000'

Clarke County Board of Supervisors

Adjournment

Clarke County Board of Supervisors

Reports:

- 1. Building Department: February 2017 & Year-end 2016**
- 2. Commissioner of the Revenue**
- 3. Economic Development**
- 4. Fire & EMS**
- 5. Handley Regional Library**
- 6. Planning Department 2016 Annual Report**
- 7. Virginia Regional Transit**

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Clarke County
INSPECTION REPORT

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Building Inspections

INSPECTIONS PERFORMED: 02/01/17 to 02/28/17

INSPECTION	DATE	BY	RSLT	PROJECT	CITY	AREA	LOCATION	OWNER	INSP ID	T
Insulation	02/02/17	BT	P	Add Res	BVL	BVL	116 SOUTH CHURCH ST	TUCKAHOE SOLUTIONS INC	1034	A
Fireplace Throat	02/02/17	BT	P	NRSF			3575 LORD FAIRFAX HWY	MANOCHEHRI-KALANTARI	1038	A
Water Line	02/02/17	BT	P	NRSF	BVL	BVL	420 DELANY CT	TERRY WALLACE	1035	A
Footings	02/02/17	BT	P	Add Res	CLK	GNWY	9116 JOHN MOSBY HWY	GRUBBS PRESTON D	378	A
Framing	02/03/17	BT	P	Rmdl Res	CLK	GNWY	1040 KENNEL RD	FERRELL BRIAN E	869	A
Electric Service	02/03/17	BT	P	ELEC RES	CLK	CHPL	1654 LOCKES MILL RD	AIRLIE ENTERPRICES LC	898	A
Fire Off Mechanical	02/06/17	BT	P	Gas Per-R	CLK	LNGM	850 PIERCE RD	STONERIDGE INVESTMENTS	1029	A
Final Closing Gas	02/06/17	BT	P	Gas Per-R	CLK	LNGM	850 PIERCE RD	STONERIDGE INVESTMENTS	1033	A
Final Closing Electr	02/07/17	BT	P	Deck/Porch	BVL	BVL	775 MCGUIRE CIR	DICK SMALL	1117	A
Electrical Rough In	02/07/17	BT	P	Rmdl Res	BVL	BVL	117 EAST MAIN ST	AL ATTAR REAL ESTATE HO	914	A
Final Closing Buildi	02/07/17	BT	P	Deck/Porch	BVL	BVL	754 MCGUIRE CIR	MIKE HUFF	844	A
Final Closing Buildi	02/07/17	BT	P	Deck/Porch	BVL	BVL	775 MCGUIRE CIR	DICK SMALL	519	A
Fireplace Throat	02/07/17	BT	P	NRSF			3575 LORD FAIRFAX HWY	MANOCHEHRI-KALANTARI	1120	A
Water Line	02/07/17	BT	P	NRSF			3575 LORD FAIRFAX HWY	MANOCHEHRI-KALANTARI	1121	A
Plumbing Rough In	02/07/17	BT	P	Rmdl Res	BVL	BVL	117 EAST MAIN ST	AL ATTAR REAL ESTATE HO	917	A
Meeting with Inspect	02/09/17	BT	P	Add Res	CLK	BLTN	3687 LORD FAIRFAX HWY	EDMONDS SHAWN & TUMIYEM	1143	A
Electrical Rough In	02/09/17	BT	P	Add Res	BVL	BVL	216 CHAMBERLAIN ST	DILLON LAWRENCE P & ELI	325	A
Electrical Rough In	02/09/17	BT	P	Rmdl Res	BVL	BVL	312 JOSEPHINE ST	SLAUGHTER EDITH L	1089	A
Plumbing Rough In	02/09/17	BT	P	Rmdl Res	BVL	BVL	312 JOSEPHINE ST	SLAUGHTER EDITH L	1090	A
Framing	02/09/17	BT	P	Rmdl Res	BVL	BVL	312 JOSEPHINE ST	SLAUGHTER EDITH L	1103	A
Framing	02/09/17	BT	P	NRSF	BVL	BVL	732 MCGUIRE CIR	RICHMOND AMERICAN HOMES	443	A
Electrical Rough In	02/09/17	BT	P	NRSF	BVL	BVL	732 MCGUIRE CIR	RICHMOND AMERICAN HOMES	445	A
Electric Service	02/09/17	BT	P	NRSF	BVL	BVL	732 MCGUIRE CIR	RICHMOND AMERICAN HOMES	446	A
Plumbing Rough In	02/09/17	BT	P	NRSF	BVL	BVL	732 MCGUIRE CIR	RICHMOND AMERICAN HOMES	449	A
Mechanical Rough In	02/09/17	BT	P	NRSF	BVL	BVL	732 MCGUIRE CIR	RICHMOND AMERICAN HOMES	451	A
Gas Rough In	02/09/17	BT	P	NRSF	BVL	BVL	732 MCGUIRE CIR	RICHMOND AMERICAN HOMES	1116	A
Plumbing Groundworks	02/10/17	BT	P	Rmdl Comm	BVL	BVL	317 WEST MAIN ST	CLARKE COUNTY PRIMARY S	1138	A
Electrical Rough In	02/10/17	BT	P	Add Res	CLK	LNGM	30 STONEBRIER LN	GRAY BENJAMIN J & STEFA	245	A
Insulation	02/13/17	BT	P	NRSF	BVL	BVL	732 MCGUIRE CIR	RICHMOND AMERICAN HOMES	444	A
Insulation	02/14/17	BT	P	Rmdl Res	BVL	BVL	312 JOSEPHINE ST	SLAUGHTER EDITH L	271	A
Final Closing Electr	02/14/17	BT	P	Rmdl Res	CLK	CHPL	3347 SENSENY RD	MARKLEY BRUCE L & SUSAN	833	A
Final Closing Buildi	02/14/17	BT	P	Rmdl Res	CLK	CHPL	3347 SENSENY RD	MARKLEY BRUCE L & SUSAN	841	A
Electric Service	02/15/17	BT	P	NRSF	BLTN		19616 BLUE RIDGE MTN RD	MARUSICH JOHN & KRISTE	219	A
Footings	02/15/17	BT	P	NRSF	BVL	BVL	420 DELANY CT	TERRY WALLACE	427	A
Final Closing Gas	02/15/17	BT	P	Gas Per-R	BVL	BVL	9 BUNDY ST	MCCLENAHAN NICHOLAS JAM	1147	A
Electric Service	02/15/17	BT	P	ELEC RES	CLK	LNGM	364 HONEY LN	GIRONDO THOMAS C & CATH	1145	A
Slab Porch/Deck	02/16/17	BT	P	NRSF	BLTN		19616 BLUE RIDGE MTN RD	MARUSICH JOHN & KRISTE	1231	A
Slab Garage/Carport	02/16/17	BT	P	NRSF	BLTN		19616 BLUE RIDGE MTN RD	MARUSICH JOHN & KRISTE	1232	A
Gas Line Pressure Te	02/16/17	BT	P	NRSF	BVL	BVL	420 DELANY CT	TERRY WALLACE	1217	A
Framing	02/16/17	BT	P	Rmdl Res	BVL	BVL	114 EAST MAIN ST	TUCKER LAURA GOFORTH	744	A
Final Closing Buildi	02/16/17	BT	F	Rmdl Res	BVL	BVL	114 EAST MAIN ST	TUCKER LAURA GOFORTH	756	A
Sewer Line	02/17/17	BT	P	NRSF	BVL	BVL	717 MCGUIRE CIR	RICHMOND AMERICAN HOMES	1277	A
Water Line	02/17/17	BT	P	NRSF	BVL	BVL	717 MCGUIRE CIR	RICHMOND AMERICAN HOMES	1278	A
Framing	02/17/17	BT	P	Rmdl Res	BVL	BVL	312 HENDERSON CT	JULIE ATWELLQ	1234	A
Electrical Rough In	02/17/17	BT	P	Rmdl Res	BVL	BVL	312 HENDERSON CT	JULIE ATWELLQ	1236	A
Mechanical Rough In	02/21/17	BT	P	NRSF	BVL	BVL	726 MCGUIRE CIR	RICHMOND AMERICAN HOMES	310	A
Electric Service	02/21/17	BT	P	NRSF	BVL	BVL	726 MCGUIRE CIR	RICHMOND AMERICAN HOMES	305	A
Plumbing Rough In	02/21/17	BT	P	NRSF	BVL	BVL	726 MCGUIRE CIR	RICHMOND AMERICAN HOMES	308	A
Gas Rough In	02/21/17	BT	P	NRSF	BVL	BVL	726 MCGUIRE CIR	RICHMOND AMERICAN HOMES	1310	A
Plumbing Groundworks	02/21/17	BT	P	NRSF	BVL	BVL	717 MCGUIRE CIR	RICHMOND AMERICAN HOMES	946	A
Plumbing Groundworks	02/21/17	BT	P	NRSF	BVL	BVL	720 MCGUIRE CIR	RICHMOND AMERICAN HOMES	994	A
Framing	02/21/17	BT	P	NRSF	BVL	BVL	726 MCGUIRE CIR	RICHMOND AMERICAN HOMES	302	A

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Clarke County
INSPECTION REPORT

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Building Inspections

INSPECTIONS PERFORMED: 02/01/17 to 02/28/17

INSPECTION	DATE	BY	RSLT	PROJECT	CITY	AREA	LOCATION	OWNER	INSP ID	T
Electrical Rough In	02/21/17	BT	P	NRSF	BVL	BVL	726 MCGUIRE CIR	RICHMOND AMERICAN HOMES	304	A
Sewer Line	02/21/17	BT	P	NRSF	BVL	BVL	420 DELANY CT	TERRY WALLACE	1311	A
Sewer Line	02/21/17	BT	P	NRSF	BVL	BVL	720 MCGUIRE CIR	RICHMOND AMERICAN HOMES	1279	A
Water Line	02/21/17	BT	P	NRSF	BVL	BVL	720 MCGUIRE CIR	RICHMOND AMERICAN HOMES	1280	A
Water Line Ditch	02/22/17	BT	P	NRSF	CLK		375 GUN BARREL RD	RAY CLARK	1312	A
Plumbing Groundworks	02/22/17	BT	P	NRSF	CLK		375 GUN BARREL RD	RAY CLARK	1313	A
Slab	02/22/17	BT	P	Garage	CLK	BLTN	19421 BLUE RIDGE MTN RD	REID THEODORE S & WANDA	1314	A
Footings	02/22/17	BT	P	Accessory	CLK	BLTN	688 PINE GROVE RD	TAPSCOTT ROGER WAYNE	394	A
Framing	02/24/17	BT	P	Rmdl Comm	BVL	BVL	208 NORTH BUCKMARSH ST	GIORDANO GEORGANNE	1332	A
Framing	02/24/17	BT	P	Rmdl Comm	BVL	BVL	11 EAST MAIN ST	ONE EAST MAIN LLC	1378	A
Plumbing Groundworks	02/24/17	BT	P	Rmdl Comm	BVL	BVL	317 WEST MAIN ST	CLARKE COUNTY PRIMARY S	1350	A
Final Closing Mechan	02/24/17	BT	F	MechPer-R	CLK	CHPL	25 CHESTNUT COOMBE LN	ANDRAE SCOTT & PAZ	1249	A
Insulation	02/24/17	BT	P	NRSF	BVL	BVL	726 MCGUIRE CIR	RICHMOND AMERICAN HOMES	303	A
Footings	02/27/17	BT	P	Garage	CLK	BLTN	182 AUBURN RD	VANNESS GARY W & NANCI	845	A
Framing	02/27/17	BT	P	Rmdl Res	CLK	LNGM	158 BEYDLER LN	SHETTER WILLIAM B & PAM	927	A
Plumbing Rough In	02/27/17	BT	P	Rmdl Res	CLK	LNGM	158 BEYDLER LN	SHETTER WILLIAM B & PAM	932	A
Final Closing Electr	02/27/17	BT	P	Rmdl Res	BVL	BVL	529 SOUTH CHURCH ST	PEACE WILLIAM K & CONST	673	A
Final Closing Plumbi	02/27/17	BT	P	Rmdl Res	BVL	BVL	529 SOUTH CHURCH ST	PEACE WILLIAM K & CONST	675	A
Electric Service	02/27/17	BT	P	NRSF	CLK		375 GUN BARREL RD	RAY CLARK	1095	A
Footings Pool	02/27/17	BT	P	SPIG	CLK	BLTN	2682 WICKLIFFE RD	BRANDON FERGUSON	1400	A
Trench	02/27/17	BT	P	SPIG	CLK	BLTN	2682 WICKLIFFE RD	BRANDON FERGUSON	1401	A
Final Closing Buildi	02/27/17	BT	P	Rmdl Res	BVL	BVL	529 SOUTH CHURCH ST	PEACE WILLIAM K & CONST	681	A
Framing	02/28/17	BT	P	Rmdl Res	CLK	CHPL	3347 SENSENY RD	MARKLEY BRUCE L & SUSAN	1417	A
Electrical Rough In	02/28/17	BT	P	Rmdl Res	CLK	CHPL	3347 SENSENY RD	MARKLEY BRUCE L & SUSAN	1418	A
Gas Tank	02/28/17	BT	P	Gas Per-R	CLK	GNWY	2799 SWIFT SHOALS RD	H. GEORGE WHITE, JR.	1419	A
Gas Line	02/28/17	BT	P	Gas Per-R	CLK	GNWY	2799 SWIFT SHOALS RD	H. GEORGE WHITE, JR.	1335	A
Final Closing Gas	02/28/17	BT	P	Gas Per-R	CLK	GNWY	2799 SWIFT SHOALS RD	H. GEORGE WHITE, JR.	1337	A
INSPECTOR TOTALS: 79 INSPECTIONS FEES: .00 PAID TO DATE: .00 UNPAID: .00										
Sewer Line	02/02/17	JR	P	Rmdl Comm	BVL	BVL	317 WEST MAIN ST	CLARKE COUNTY PRIMARY S	1086	A
Gas Line Pressure Te	02/02/17	JR	P	Gas Per-R	BVL	BVL	9 BUNDY ST	MCCLENAHAN NICHOLAS JAM	1045	A
Final Closing Gas	02/02/17	JR	F	Gas Per-R	BVL	BVL	9 BUNDY ST	MCCLENAHAN NICHOLAS JAM	1046	A
Fireplace Hearth	02/02/17	JR	P	NRSF			3575 LORD FAIRFAX HWY	MANOCHEHRI-KALANTARI	1056	A
Footings	02/02/17	JR	P	Rmdl Res	CLK	GNWY	169 JOHN MOSBY HWY	STEVE FLEMING	1047	A
Plumbing Groundworks	02/02/17	JR	F	Add Res	CLK	CHPL	1732 MILLWOOD RD	HOLLOWAY PAULINE E TRUS	1067	A
Sewer Line	02/02/17	JR	P	Add Res	CLK	CHPL	1732 MILLWOOD RD	HOLLOWAY PAULINE E TRUS	1068	A
Final Closing Mechan	02/02/17	JR	P	MechPer-R	BVL	BVL	222 ORCHARD DR	HUFF RONALD L & VICKIE	1004	A
Water Line	02/02/17	JR	P	Add Res	CLK	CHPL	1732 MILLWOOD RD	HOLLOWAY PAULINE E TRUS	1069	A
Footings	02/02/17	JR	P	Deck/Porch	BVL	BVL	754 MCGUIRE CIR	MIKE HUFF	842	A
Ditch Electric	02/02/17	JR	P	Rmdl Res	BYC	BYC	121 WEST MAIN ST	MYERS, BARRY D.	1041	A
Slab	02/02/17	JR	P	Garage	CLK	GNWY	191 BUTLER LN	CANTRELL CLIFFORD B & J	1039	A
Electric Service	02/03/17	JR	P	Trailer	BVL	BVL	317 WEST MAIN ST	CLARKE COUNTY PRIMARY S	526	A
Footings	02/06/17	JR	P	Demolition	BVL	BVL	317 WEST MAIN ST	CLARKE COUNTY PRIMARY S	1431	A
Insulation	02/06/17	JR	P	Rmdl Res	BYC	BYC	121 WEST MAIN ST	MYERS, BARRY D.	1432	A
Framing	02/06/17	JR	P	Rmdl Res	BYC	BYC	121 WEST MAIN ST	MYERS, BARRY D.	1433	A
Electrical Rough In	02/06/17	JR	P	Rmdl Res	BYC	BYC	121 WEST MAIN ST	MYERS, BARRY D.	1434	A
Plumbing Rough In	02/06/17	JR	P	Rmdl Res	BYC	BYC	121 WEST MAIN ST	MYERS, BARRY D.	1435	A
Final Closing Electr	02/06/17	JR	P	ELEC RES	BYC	BYC	121 WEST MAIN ST	DEAN ANNE B	690	A
Final Closing Buildi	02/06/17	JR	P	Garage	CLK	GNWY	191 BUTLER LN	CANTRELL CLIFFORD B & J	135	A
Footings	02/06/17	JR	P	Rmdl Comm	CLK	LNGM	225 AL SMITH CIR	BOARD OF SUPERVISORS	808	A
Ditch Electric	02/06/17	JR	P	Rmdl Comm	CLK	LNGM	225 AL SMITH CIR	BOARD OF SUPERVISORS	1118	A



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Clarke County
INSPECTION REPORT

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Building Inspections

INSPECTIONS PERFORMED: 02/01/17 to 02/28/17

INSPECTION	DATE	BY	RSLT	PROJECT	CITY	AREA	LOCATION	OWNER	INSP ID	T
Fireplace Flue	02/07/17	JR	P	NRSF	CLK		487 ANAMARIA LN	LICKING VALLEY CONSTRUC	1135	A
PreDemolition Inspec	02/07/17	JR	P	Demolition	CLK	BLTN	188 CANNON BALL RD	DAVIS GREGORY & JOANN C	1119	A
Plumbing Groundworks	02/07/17	JR	P	Rmdl Comm	BVL	BVL	317 WEST MAIN ST	CLARKE COUNTY PRIMARY S	1071	A
Footings	02/07/17	JR	P	Rmdl Comm		CHPL		MOUNT CARMEL METHODIST	1072	A
Footings	02/07/17	JR	P	Rmdl Res	CLK	CHPL	3269 BISHOP MEADE RD	HILLERSON JAY A &	695	A
Framing	02/07/17	JR	P	Rmdl Res	CLK	CHPL	3269 BISHOP MEADE RD	HILLERSON JAY A &	696	A
Final Closing Mechan	02/08/17	JR	P	Mech Per-C	BVL	BVL	104 NORTH CHURCH ST	CLARKE COUNTY	1141	A
Backfill	02/09/17	JR	P	NRSF	CLK		7117 HOWELLSVILLE RD	LICKING VALLEY CONSTRUC	1132	A
Plumbing Groundworks	02/09/17	JR	P	NRSF	CLK		7117 HOWELLSVILLE RD	LICKING VALLEY CONSTRUC	1133	A
Framing	02/09/17	JR	P	Deck/Porch	BVL	BVL	110 BATTLETOWN DR	MITCHELL SARA	586	A
Electric Service	02/13/17	JR	P	Rmdl Comm	CLK	LNGM	225 AL SMITH CIR	BOARD OF SUPERVISORS	812	A
Framing	02/14/17	JR	P	NRSF		BLTN	3575 LORD FAIRFAX HWY	MANOCHEHRI-KALANTARI	335	A
Electrical Rough In	02/14/17	JR	P	NRSF		BLTN	3575 LORD FAIRFAX HWY	MANOCHEHRI-KALANTARI	337	A
Plumbing Rough In	02/14/17	JR	P	NRSF		BLTN	3575 LORD FAIRFAX HWY	MANOCHEHRI-KALANTARI	341	A
Mechanical Rough In	02/14/17	JR	P	NRSF		BLTN	3575 LORD FAIRFAX HWY	MANOCHEHRI-KALANTARI	343	A
Electric Service	02/14/17	JR	P	Garage	CLK	LNGM	525 SUMMIT POINT RD	HUTCHINSON STEVEN	1156	A
Framing	02/15/17	JR	P	Rmdl Comm	BVL	BVL	11 EAST MAIN ST	ONE EAST MAIN LLC	1199	A
Electrical Rough In	02/15/17	JR	P	Rmdl Comm	BVL	BVL	11 EAST MAIN ST	ONE EAST MAIN LLC	1201	A
Final Closing Electr	02/15/17	JR	P	ELEC RES	CLK	GNWY	62 ROCKY BANK LN	MEANS IHRIE POU CARR &	1171	A
Electric Service	02/16/17	JR	P	ELEC RES	BVL	BVL	112 RICE ST	JOHN SEELY	1124	A
Final Closing Electr	02/16/17	JR	P	ELEC RES	BVL	BVL	112 RICE ST	JOHN SEELY	1125	A
Mechanical Rough In	02/16/17	JR	P	ELEC RES	BVL	BVL	122 WEST MAIN ST	CHAMBERS TIMOTHY J & KI	1230	A
Electrical Rough In	02/16/17	JR	P	ELEC RES	BVL	BVL	122 WEST MAIN ST	CHAMBERS TIMOTHY J & KI	900	A
Footings	02/16/17	JR	P	Rmdl Comm	BVL	BVL	208 NORTH BUCKMARSH ST	GIORDANO GEORGANNE	254	A
Final Closing Buildi	02/21/17	JR	P	Rmdl Comm		CHPL		MOUNT CARMEL METHODIST	1085	A
Insulation	02/22/17	JR	P	NRSF		BLTN	3575 LORD FAIRFAX HWY	MANOCHEHRI-KALANTARI	336	A
Electrical Rough In	02/22/17	JR	P	Rmdl Res	CLK	LNGM	158 BEYDLER LN	SHETTER WILLIAM B & PAM	929	A
Final Closing Electr	02/23/17	JR	P	Rmdl Res	BVL	BVL	117 EAST MAIN ST	AL ATTAR REAL ESTATE HO	916	A
Final Closing Plumbi	02/23/17	JR	P	Rmdl Res	BVL	BVL	117 EAST MAIN ST	AL ATTAR REAL ESTATE HO	918	A
Final Closing Buildi	02/23/17	JR	P	Rmdl Res	BVL	BVL	117 EAST MAIN ST	AL ATTAR REAL ESTATE HO	924	A
Electric Service	02/23/17	JR	P	Accessory	BVL	BVL	313 WALNUT ST	COWGILL JOHN A & MARILY	1176	A
Electric Service	02/23/17	JR	P	Rmdl Res	CLK	CHPL	3449 LOCKES MILL RD	MILLER JOHN U JR	1437	A
Footings Porch/Deck	02/23/17	JR	P	Add Res	CLK	GNWY	9116 JOHN MOSBY HWY	GRUBBS PRESTON D	1331	A
Electric Service	02/23/17	JR	P	ELEC RES	CLK	LNGM	1829 WITHERS LARUE RD	HERREN THOMAS W & SYDNE	1130	A
Final Closing Electr	02/23/17	JR	P	ELEC RES	CLK	LNGM	1829 WITHERS LARUE RD	HERREN THOMAS W & SYDNE	1131	A
Framing	02/24/17	JR	P	NRSF			119 GOOD SHEPHERD RD	MARGARET MILEY	1315	A
Mechanical Rough In	02/24/17	JR	P	NRSF			119 GOOD SHEPHERD RD	MARGARET MILEY	1316	A
Insulation	02/24/17	JR	P	NRSF		BLTN	119 GOOD SHEPHERD RD	MARGARET MILEY	8	A
Ditch Electric	02/27/17	JR	P	NRSF			3575 LORD FAIRFAX HWY	MANOCHEHRI-KALANTARI	1438	A
Framing	02/28/17	JR	P	NRSF	BVL	BVL	721 MCGUIRE CIR	RICHMOND AMERICAN HOMES	571	A
Electrical Rough In	02/28/17	JR	P	NRSF	BVL	BVL	721 MCGUIRE CIR	RICHMOND AMERICAN HOMES	573	A
Electric Service	02/28/17	JR	P	NRSF	BVL	BVL	721 MCGUIRE CIR	RICHMOND AMERICAN HOMES	574	A
Plumbing Rough In	02/28/17	JR	P	NRSF	BVL	BVL	721 MCGUIRE CIR	RICHMOND AMERICAN HOMES	577	A
Mechanical Rough In	02/28/17	JR	P	NRSF	BVL	BVL	721 MCGUIRE CIR	RICHMOND AMERICAN HOMES	579	A
Gas Rough In	02/28/17	JR	P	NRSF	BVL	BVL	721 MCGUIRE CIR	RICHMOND AMERICAN HOMES	1416	A

INSPECTOR TOTALS:	67	INSPECTIONS	FEEES:	.00	PAID TO DATE:	.00	UNPAID:	.00
DEPARTMENT TOTALS:	146	INSPECTIONS	FEEES:	.00	PAID TO DATE:	.00	UNPAID:	.00
REPORT TOTALS:	146	INSPECTIONS	FEEES:	.00	PAID TO DATE:	.00	UNPAID:	.00

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Clarke County
INSPECTION REPORT

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Building Inspections

INSPECTIONS PERFORMED: 02/01/17 to 02/28/17

INSPECTION TYPE SUMMARY	COUNT	INSPECTOR SUMMARY	COUNT	RESULT SUMMARY	COUNT
Backfill	1	Bernie Thompson	79	FAIL	5
Ditch Electric	3	Jamie Royston	67	PASS	141
Electric Service	14				
Electrical Rough In	14				
Final Closing Building	8				
Final Closing Electric	8				
Final Closing Gas	4				
Final Closing Mechanical	3				
Final Closing Plumbing	2				
Fire Off Mechanical or Gas	1				
Fireplace Flue	1				
Fireplace Hearth	1				
Fireplace Throat	2				
Footings	11				
Footings Pool	1				
Footings Porch/Deck	1				
Framing	17				
Gas Line	1				
Gas Line Pressure Test	2				
Gas Rough In	3				
Gas Tank	1				
Insulation	7				
Mechanical Rough In	6				
Meeting with Inspector	1				
Plumbing Groundworks	8				
Plumbing Rough In	8				
PreDemolition Inspection	1				
Sewer Line	5				
Slab	2				
Slab Garage/Carport	1				
Slab Porch/Deck	1				
Trench	1				
Water Line	5				
Water Line Ditch	1				

TOTAL INSPECTIONS: 146

INSPECTIONS COMPLETED FROM: 2/01/2017 to 2/28/2017

DATE INSP	PERMIT #/INSP #	ADDRESS	INSPECTOR	RESULTS	REINSPECTION?
2/01/2017	E-16-160703-002	BELLRINGER LANE BERRYVILLE	JHR	A	N/A
2/01/2017	P-17-017805-002	MAIN STREET BERRYVILLE 21	JHR	A	N/A
2/02/2017	B-16-160621-001	MCGUIRE CIRCLE BERRYVILLE 741	JHR	A	N/A
2/02/2017	E-16-160621-001	MCGUIRE CIRCLE BERRYVILLE 741	JHR	A	N/A
2/02/2017	E-16-160621-002	MCGUIRE CIRCLE BERRYVILLE 741	JHR	A	N/A
2/02/2017	M-16-160621-001	MCGUIRE CIRCLE BERRYVILLE 741	JHR	A	N/A
2/02/2017	M-16-160621-002	MCGUIRE CIRCLE BERRYVILLE 741	JHR	A	N/A
2/02/2017	P-16-160621-004	MCGUIRE CIRCLE BERRYVILLE 741	JHR	A	N/A
2/02/2017	B-16-160583-004	AMERICA LANE BLUEMONT 155	JHR	A	N/A
2/02/2017	B-16-160614-002	HEMLOCK LANE BLUEMONT 267	JHR	A	N/A
2/03/2017	E-17-017807-001	LORD FAIRFAX HWY. BERRYVILLE	BET	A	N/A
2/03/2017	M-16-160582-001	HEMLOCK LANE BLUEMONT 612	BET	A	N/A
2/03/2017	E-16-160625-001	W. MAIN STREET BERRYVILLE	JHR	A	N/A
2/03/2017	B-16-160505-006	SALEM CHURCH RD. BOYCE 2520	JHR	A	N/A
2/03/2017	B-15-150653-001	S. CHURCH ST. BERRYVILLE 323	JHR	A	N/A
2/03/2017	E-15-150653-002	S. CHURCH ST. BERRYVILLE 323	JHR	A	N/A
2/06/2017	B-16-160621-002	MCGUIRE CIRCLE BERRYVILLE 741	JHR	A	N/A
2/06/2017	E-17-017803-001	RED GATE RD. WHITE POST 2593	BET	A	N/A
2/06/2017	B-15-150666-002	SHEPHERDS MILL RD. BERRYVIL	JHR	A	N/A
2/06/2017	G-17-017806-001	OLD WATERLOO RD. BOYCE 135	BET	A	N/A
2/06/2017	B-15-150653-002	S. CHURCH ST. BERRYVILLE 323	BET	A	N/A
2/06/2017	B-15-150575-002	BURWELL CT., BERRYVILLE 513	BET	A	N/A
2/07/2017	B-16-160575-002	MCGUIRE CIRCLE BERRYVILLE 745	BET	A	N/A
2/07/2017	E-16-160575-003	MCGUIRE CIRCLE BERRYVILLE 745	BET	A	N/A
2/07/2017	B-16-160575-006	MCGUIRE CIRCLE BERRYVILLE 745	BET	A	N/A
2/07/2017	M-16-160575-004	MCGUIRE CIRCLE BERRYVILLE 745	BET	A	N/A
2/07/2017	P-16-160575-007	MCGUIRE CIRCLE BERRYVILLE 745	BET	A	N/A
2/09/2017	M-16-160666-001	JOSEPHINE ST. BERRYVILLE 312	BET	A	N/A
2/09/2017	P-16-160706-002	BELLRINGER LANE BERRYVILLE	JHR	A	N/A
2/09/2017	B-16-160583-005	AMERICA LANE BLUEMONT 155	JHR	A	N/A
2/09/2017	B-16-160663-001	SPRINGSBURY RD. BERRYVILLE	BET	A	N/A
2/09/2017	E-16-160293-001	BELLRINGER LANE BERRYVILLE	JHR	A	N/A
2/10/2017	M-16-160682-001	JACKSON DRIVE BERRYVILLE 320	BET	A	N/A
2/10/2017	P-17-017809-001	S. GREENWAY AVE. BOYCE 1	JHR	A	N/A
2/10/2017	B-16-160287-008	LOCKES MILL RD BERRYVILLE	JHR	V	NO
2/10/2017	E-16-160287-003	LOCKES MILL RD BERRYVILLE	JHR	A	N/A
2/10/2017	M-16-160287-003	LOCKES MILL RD BERRYVILLE	JHR	A	N/A
2/10/2017	P-16-160287-002	LOCKES MILL RD BERRYVILLE	JHR	A	N/A
2/10/2017	P-16-160282-005	ALDER LANE, BLUEMONT 535	BET	A	N/A
2/13/2017	B-14-140510-003	SOUTH GREENWAY AVE. BOYCE 27	JHR	A	N/A
2/13/2017	B-16-160554-004	GOOD SHEPHERD RD. BLUEMONT	JHR	A	N/A
2/13/2017	E-16-160554-003	GOOD SHEPHERD RD. BLUEMONT	JHR	A	N/A
2/13/2017	B-16-160566-002	MOOSE RD. BERRYVILLE 549	JHR	A	N/A
2/14/2017	P-16-160615-003	CASTLEMAN RD. BERRYVILLE	BET	A	N/A
2/14/2017	P-16-160625-001	W. MAIN STREET BERRYVILLE	BET	A	N/A
2/15/2017	P-16-160240-003	ANAMARIA LANE, FRONT ROYAL	BET	A	N/A
2/16/2017	B-16-160625-001	W. MAIN STREET BERRYVILLE	BET	A	N/A
2/16/2017	E-16-160625-002	W. MAIN STREET BERRYVILLE	BET	A	N/A
2/16/2017	M-16-160625-001	W. MAIN STREET BERRYVILLE	BET	A	N/A
2/16/2017	P-16-160625-002	W. MAIN STREET BERRYVILLE	BET	A	N/A
2/16/2017	M-16-160625-002	W. MAIN STREET BERRYVILLE	BET	A	N/A
2/17/2017	B-16-160549-003	CRUMS CHURCH RD. BERRYVILLE	JHR	A	N/A

INSPECTIONS COMPLETED FROM: 2/01/2017 to 2/28/2017

DATE INSP	PERMIT #/INSP #	ADDRESS	INSPECTOR	RESULTS	REINSPECTION?
2/17/2017	E-17-017803-002	RED GATE RD. WHITE POST 2593	JHR	A	N/A
2/17/2017	B-16-160549-007	CRUMS CHURCH RD. BERRYVILLE	JHR	A	N/A
2/17/2017	E-16-160549-002	CRUMS CHURCH RD. BERRYVILLE	JHR	A	N/A
2/17/2017	P-16-160549-002	CRUMS CHURCH RD. BERRYVILLE	JHR	A	N/A
2/17/2017	B-16-160062-004	EAGLE ROCK LANE, BLUEMONT	JHR	V	NO
2/17/2017	B-16-160312-012	RAVEN ROCKS RD. BLUEMONT	BET	A	N/A
2/17/2017	B-16-160583-006	AMERICA LANE BLUEMONT 155	BET	A	N/A
2/21/2017	B-14-140256-015	HARRY BYRD HIGHWAY 5540	JHR	A	N/A
2/21/2017	B-16-160604-005	FISHPAW RD. BERRYVILLE 974	JHR	V	NO
2/21/2017	E-16-160604-003	FISHPAW RD. BERRYVILLE 974	JHR	V	NO
2/21/2017	M-16-160604-002	FISHPAW RD. BERRYVILLE 974	JHR	A	N/A
2/21/2017	P-16-160604-005	FISHPAW RD. BERRYVILLE 974	JHR	V	NO
2/21/2017	P-16-160625-003	W. MAIN STREET BERRYVILLE	BET	A	N/A
2/22/2017	E-17-160663-001	SPRINGSBURY RD. BERRYVILLE	JHR	V	NO
2/22/2017	M-17-017810-001	E. MAIN STREET BERRYVILLE 102	BET	A	N/A
2/22/2017	B-16-160625-002	W. MAIN STREET BERRYVILLE	BET	A	N/A
2/22/2017	B-16-160604-006	FISHPAW RD. BERRYVILLE 974	JHR	A	N/A
2/22/2017	E-16-160604-004	FISHPAW RD. BERRYVILLE 974	JHR	A	N/A
2/22/2017	P-16-160604-006	FISHPAW RD. BERRYVILLE 974	JHR	A	N/A
2/22/2017	E-15-150168-001	WESTWOOD RD., BERRYVILLE	JHR	A	N/A
2/22/2017	B-15-150168-001	WESTWOOD RD., BERRYVILLE	JHR	A	N/A
2/24/2017	E-16-160602-003	HERMITAGE BLVD. BERRYVILLE	BET	A	N/A
2/24/2017	E-16-160264-001	ROSEMONT MANOR LN., BERRYVIL	BET	A	N/A
2/24/2017	B-16-160264-002	ROSEMONT MANOR LN., BERRYVIL	BET	A	N/A
2/24/2017	P-17-160499-001	W. MAIN ST BERRYVILLE 1	BET	A	N/A
2/27/2017	E-17-160663-002	SPRINGSBURY RD. BERRYVILLE	BET	A	N/A
2/28/2017	B-16-160583-008	AMERICA LANE BLUEMONT 155	BET	A	N/A
2/28/2017	E-16-160583-001	AMERICA LANE BLUEMONT 155	BET	A	N/A
2/28/2017	B-16-160264-003	ROSEMONT MANOR LN., BERRYVIL	JHR	A	N/A
2/28/2017	B-16-160583-007	AMERICA LANE BLUEMONT 155	BET	A	N/A

TOTAL # of INSPECTIONS: 82

APPROVED: 76 FAILED: 6 CONDITIONAL: 0

Application Refe Location**Owner**

160500	1202 SWIFT SHOALS RD	MCCOY REBECCA W TRUSTEE
160501		MARGARET MILEY
160503	535 ALDER LN	PROTECH BUILDERS LLC
160504	201 TOM WHITACRE CIR	TOWN OF BERRYVILLE
160505	18399 BLUE RIDGE MTN RD	FOX WAYNE F & KIMBERLY J POLAND
160506	6 LIBERTY ST	COOK PAUL H & MARY A
160507	19646 BLUE RIDGE MTN RD	KURT HOFFMAN
160508	24 TANNERY LN	LEE EDWARD A & MONICA VILLEGAS
160509	808 BOOM RD	FRAZIER DONN A
160510	72 LIME MARL LN	LLOYD JAMES H
160511	1375 WRIGHTS MILL RD	HENRY MELIUS
160800	311 SOUTH CHURCH ST	JOHNSON BROCK
160801	207 CHILLY HOLLOW RD	NALLS DAVID M & MARY A
160802	191 BUTLER LN	CANTRELL CLIFFORD B & JAN W
160803	1440 BEECHWOOD LN	THIEL JOHN R & EVELYN JORAN-THIEL
160804	420 DELANY CT	TERRY WALLACE
160805	105 GRIGSBY LN	NEWCOMBE KERRY & JEFFREY D GRUBB
160807	2247 PARSHALL RD	HART JANE A
160808	127 EAST FAIRFAX ST	COUMES DALE L
160809	116 SOUTH CHURCH ST	TUCKAHOE SOLUTIONS INC
160810	204 BATTLETOWN DR	ABRERA RICHARD E & JULIE W
160811	19616 BLUE RIDGE MTN RD	MARUSICH JOHN & KRISTEN
160813	3687 LORD FAIRFAX HWY	EDMONDS SHAWN & TUMIYEM SCHUBERT
160814	19421 BLUE RIDGE MTN RD	REID THEODORE S & WANDA S
160815	508 PYLETOWN RD	SHAW DRAKE B & CATHRYN C
160816	525 SUMMIT POINT RD	HUTCHINSON STEVEN
160817	30 STONEBRIER LN	GRAY BENJAMIN J & STEFANIE M
160818	208 NORTH BUCKMARSH ST	GIORDANO GEORGANNE
160819	312 JOSEPHINE ST	SLAUGHTER EDITH L
160820	19315 BLUE RIDGE MTN RD	JONATHAN ENGLISH
160821	303 LIME MARL LN	SUMMERFIELD TIMOTHY L & LISA L
160822	726 MCGUIRE CIR	RICHMOND AMERICAN HOMES OF
160823	156 WEST CRESCENT ST	FRANCISCO SANDOVAL
160824	216 CHAMBERLAIN ST	DILLON LAWRENCE P & ELIZABETH C
160825	3575 LORD FAIRFAX HWY	MANOCHEHRI-KALANTARI
160826	487 ANAMARIA LN	LICKING VALLEY CONSTRUCTION
160827	121 WEST MAIN ST	DEAN ANNE B
160828	5720 HARRY BYRD HWY	TALLEY KEVIN L
160829	9116 JOHN MOSBY HWY	GRUBBS PRESTON D
160831	688 PINE GROVE RD	TAPSCOTT ROGER WAYNE
160832	32 EAST MAIN ST	BOARD OF SUPERVISORS OF CLARKE CO
160833	201 JACKSON DR	OSBORNE STUART D
160834	749 MCGUIRE CIR	RICHMOND AMERICAN HOMES OF
160835	420 DELANY CT	TERRY WALLACE
160836	20 SOUTH CHURCH ST	DOLLAR GENERAL STORE
160837	732 MCGUIRE CIR	RICHMOND AMERICAN HOMES

TOTAL # OF BUILDING PERMITS / VALUE: 0 0

CERTIFICATES OF OCCUPANCY

DATE ISSUED	ADDRESS	TYPE
2/06/2017	432 RETREAT RD. BLUEMONT 20135	PERMANENT
2/21/2017	745 MCGuire Cir, Berryville	Permanent
TOTAL PERMIT & INSPECTION FEES COLLECTED:		1,447.00
TOTAL OTHER REVENUE COLLECTED:		0.00
STATE SURCHARGE COLLECTED: COLLECTED:		26.90
TOTAL REVENUE COLLECTED:		1,473.90

OTHER PERMITS ISSUED:

TYPE	RES	COMM	FEES	VALUE
ELECTRICAL PERMIT	5	2	755.00	0
MECHANICAL PERMIT	2	0	220.00	0
PLUMBING PERMIT	1	2	370.00	0
TOTALS:	8	4	1,345.00	0

PROJECT CODE RECAP

PERMITS BY TYPE	# OF PERMITS	ESTIMATED VALUE
ELECTRIC PERMITS	7	0
MECHANICAL PERMITS	2	0
PLUMBING PERMITS	3	0
TOTALS	12	0

PERMITS BY AREA

DESCRIPTION	# OF PERMITS	ESTIMATED VALUE
CHAPEL DISTRICT	3	0
BATTLETOWN DISTRICT	1	0
LONGMARSH DISTRICT	1	0
BERRYVILLE DISTRICT	5	0
BOYCE DISTRICT	1	0
TOTALS	11	0

INSPECTIONS BY TYPE

PERMIT TYPE	# OF INSPECTIONS	RES	COMM
BUILDING PERMIT	32	30	2
ELECTRICAL PERMIT	22	19	3
GAS PERMIT	1	1	0
MECHANICAL PERMIT	11	11	0
PLUMBING PERMIT	16	13	3
TOTALS	82	74	8

160838	1732 MILLWOOD RD	HOLLOWAY PAULINE E TRUST
160839	677 STRINGTOWN RD	ALLISON ADAM R & TINA L
160840	567 SHENANDOAH RIVER LN	LITTLETON GREGORY A & ALBERTINA M
160841	775 MCGUIRE CIR	DICK SMALL
160842		SBA NETWORK SERVICES, LLC
160843	317 WEST MAIN ST	CLARKE COUNTY PRIMARY SCHOOL
160844	121 WEST MAIN ST	MYERS, BARRY D.
160845	400 KIMBLE RD	ALGER FRED H JR & JANET C
160846	409 WALNUT ST	HEARD JOHN A & ANN R
160847	381 BARBOUR LN	FAIRBANKS JEFFREY R & MARCIA A
160848	940 BROWNTOWN RD	GUM GREGORY L & DIANE
160849	614 BROWNTOWN RD	SNOW NICHOLAS D & M CATHLEEN MCCOY
160850	721 MCGUIRE CIR	RICHMOND AMERICAN HOMES
160851	317 WEST MAIN ST	CLARKE COUNTY PRIMARY SCHOOL
160852	110 BATTLETOWN DR	MITCHELL SARA
160854	725 MCGUIRE CIR	RICHMOND AMERICAN HOMES
160855	729 MCGUIRE CIR	RICHMOND AMERICAN HOMES
160856	714 MCGUIRE CIR	RICHMOND AMERICAN HOMES
160857	24 WEST MAIN ST	OAKWOOD FARMS BERRYVILLE LLC
160858	2270 CALMES NECK LN	INDIE DEVELOPMENT LLC
160859	2270 CALMES NECK LN	INDIE DEVELOPMENT LLC
160860	529 SOUTH CHURCH ST	PEACE WILLIAM K & CONSTANCE L
170001	161 PINE GROVE RD	INGRAM TIMOTHY A & CINDY S
170002	121 WEST MAIN ST	DEAN ANNE B
170003	137 ROSEVILLE CT	SZYMKOWIAK ALAN R
170004	3269 BISHOP MEADE RD	HILLERSON JAY A &
170005	289 HONEYSUCKLE LN	WOODLANDS ENTERPRISES
170006	17 LINCOLN AVE	SURFACE RICHARD W & VICTORIA S
170007	432 RETREAT RD	STEVE MACINTOSH
170009	222 LIBERTY ST	PEFFER WANDA ALLEEN
170010	317 WEST MAIN ST	CLARKE COUNTY PRIMARY SCHOOL
170011	24 WEST MAIN ST	OAKWOOD FARMS BERRYVILLE LLC
170012	114 EAST MAIN ST	TUCKER LAURA GOFORTH
170013	202 WALNUT ST	HINKLE MILTON P
170014	117 WALNUT HALL LN	WALNUT HALL FARM LLC
170015	116 CLARKE LN	ILLIANO MARIA A TRUSTEE
170016	401 HANCOCK CT	THORESEN FINN C & HOPE D
170017	627 MOSBY BLVD	SCHOOL BOARD OF CLARKE COUNTY
170018	5720 HARRY BYRD HWY	TALLEY KEVIN L
170019	7117 HOWELLSVILLE RD	LICKING VALLEY CONSTRUCTION CORP
170020	21931 BLUE RIDGE MTN RD	MORGAN ALEXIS A
170021	225 AL SMITH CIR	BOARD OF SUPERVISORS
170022	88 RAMSBURG LN	CLARKE COUNTY SCHOOL BOARD
170023	3125 CASTLEMAN RD	BETHEL BAPTIST CHURCH
170025	3347 SENSENY RD	MARKLEY BRUCE L & SUSAN L
170026	754 MCGUIRE CIR	MIKE HUFF
170027	182 AUBURN RD	VANNESS GARY W & NANJI L

170028	300 TREADWELL ST	LINCOLN JOHN R & JANET
170029		BURWELL CEMETERY INC
170030	24 WEST MAIN ST	OAKWOOD FARMS BERRYVILLE LLC
170031	127 EAST MAIN ST	SCHEER FRANK R II
170032	1040 KENNEL RD	FERRELL BRIAN E
170033	25 JACK ENDERS BLVD	BERRYVILLE GRAPHICS INC
170034	1654 LOCKES MILL RD	AIRLIE ENTERPRICES LC
170035	122 WEST MAIN ST	CHAMBERS TIMOTHY J & KIMBERLY A
170036	129 MANOR RD	BEACH KIMBERLY & BRYANT JASON
170037	251 OAKLEAF LN	DENNA COOPER
170038	117 EAST MAIN ST	AL ATTAR REAL ESTATE HOLDING, LLC
170039	158 BEYDLER LN	SHETTER WILLIAM B & PAMELA P
170040	717 MCGUIRE CIR	RICHMOND AMERICAN HOMES
170041	709 MCGUIRE CIR	RICHMOND AMERICAN HOMES
170042	425 WRIGHTS MILL RD	FARMER DONNA K & EDWARD A WHETZEL
170043	425 WRIGHTS MILL RD	FARMER DONNA K & EDWARD A WHETZEL
170044	720 MCGUIRE CIR	RICHMOND AMERICAN HOMES
170045	222 ORCHARD DR	HUFF RONALD L & VICKIE B
170046	344 BERRYS FERRY RD	LOWESBY LLC
170047	1980 TRIPLE J RD	LEMARR RONALD L & SUSAN D
170048	850 PIERCE RD	STONERIDGE INVESTMENTS LC
170049	21 EAST MAIN ST	HUDSON AUDREY B
6979	326 GREENSTONE LN	BELL KENNETH U

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Clarke County
PERMITS ISSUED ANALYSIS

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DEPARTMENT: [Building Inspections](#)

PROJECT TYPE	PERMITS FROM 02/01/17 TO 02/28/17				PERMITS YEAR TO DATE			
	ISSUED	VOIDED	EST VALUE	FEES	ISSUED	VOIDED	EST VALUE	FEES
Residential Accessory								
Residential Accessory	3	0	109,080	950.68	8	0	251,820	2,505.85
Residential Electric	2	0	0	147.90	2	0	0	147.90
PROJECT TOTALS	5	0	109,080	1,098.58	10	0	251,820	2,653.75
Residential Addition								
Residential Building Addition	0	0	0	.00	6	0	270,583	2,757.78
Residential Electric	1	0	0	96.90	4	0	0	316.20
Residential Plumbing	0	0	0	.00	2	0	0	224.40
PROJECT TOTALS	1	0	0	96.90	12	0	270,583	3,298.38
Commercial Accessory								
Commercial Building Addition	0	0	0	.00	2	0	1,050	622.40
PROJECT TOTALS	0	0	0	.00	2	0	1,050	622.40
Commercial Deck/Porch no Roof								
Deck or Porch w/o Roof	0	0	0	.00	1	0	0	51.00
PROJECT TOTALS	0	0	0	.00	1	0	0	51.00
Commercial Temporary Trailer								
Commercial Electric	1	0	0	66.30	1	0	0	66.30
Commercial Temporary Trailer	0	0	0	.00	1	0	0	61.20
PROJECT TOTALS	1	0	0	66.30	2	0	0	127.50
Residential Foundation								
Residential Foundation Permit	0	0	0	.00	1	0	0	51.00
PROJECT TOTALS	0	0	0	.00	1	0	0	51.00
Residential Garage								
Residential Garage	0	0	0	.00	11	0	494,553	4,019.99
Residential Building Remodel	0	0	0	.00	1	0	0	102.00
Residential Electric	0	0	0	.00	3	0	0	285.60
Residential Mechanical	0	0	0	.00	1	0	0	81.60
Residential Plumbing	0	0	0	.00	1	0	0	81.60
Zoning Acc Struct \$200	0	0	0	.00	1	0	0	200.00
PROJECT TOTALS	0	0	0	.00	18	0	494,553	4,770.79
Residential New								
Residential Building New	7	0	3,352,144	17,975.94	22	0	9,849,805	50,889.62
Residential Electric-New	7	0	0	.00	22	0	0	.00
Major Land Disturbance	2	0	0	500.00	4	0	0	1,000.00
Residential Gas	1	0	0	40.80	2	0	0	81.60
Residential Mechanical-New	7	0	0	.00	22	0	0	.00
Residential Plumbing-New	7	0	0	.00	22	0	0	.00
PROJECT TOTALS	31	0	3,352,144	18,516.74	94	0	9,849,805	51,971.22

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Clarke County
PERMITS ISSUED ANALYSIS

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DEPARTMENT: [Building Inspections](#)

PROJECT TYPE	PERMITS FROM 02/01/17 TO 02/28/17				PERMITS YEAR TO DATE			
	ISSUED	VOIDED	EST VALUE	FEES	ISSUED	VOIDED	EST VALUE	FEES
Commercial Remodel								
Commercial Building Remodel	2	0	56,250	360.19	5	0	2,646,010	12,349.19
Deck or Porch w/o Roof	0	0	0	.00	1	0	0	51.00
Commercial Electric	3	0	0	632.40	4	0	0	785.40
Commercial Mechanical	0	0	0	.00	2	0	0	1,397.40
Commercial Plumbing	0	0	0	.00	2	0	0	1,071.00
PROJECT TOTALS	5	0	56,250	992.59	14	0	2,646,010	15,653.99
Residential Deck/Porch no Roof								
Deck or Porch w/o Roof	2	0	0	102.00	7	0	0	357.00
PROJECT TOTALS	2	0	0	102.00	7	0	0	357.00
Residential Deck/Porch w/Roof								
Deck/Porch with Roof	0	0	0	.00	3	0	0	204.00
Residential Electric	0	0	0	.00	1	0	0	56.10
PROJECT TOTALS	0	0	0	.00	4	0	0	260.10
RESIDENTIAL REMODEL								
Residential Building Remodel	7	0	257,925	1,550.31	19	0	688,875	4,239.38
Commercial Electric	0	0	0	.00	1	0	0	86.70
Residential Electric	8	0	0	698.70	14	0	0	1,152.60
Residential Gas	0	0	0	.00	1	0	0	40.80
Residential Mechanical	1	0	0	81.60	1	0	0	81.60
Commercial Plumbing	0	0	0	.00	1	0	0	137.70
Residential Plumbing	6	0	0	418.20	11	0	0	734.40
PROJECT TOTALS	22	0	257,925	2,748.81	48	0	688,875	6,473.18
Solar Array System								
Residential Building Remodel	1	0	6,000	102.00	1	0	6,000	102.00
Deck or Porch w/o Roof	0	0	0	.00	1	0	0	51.00
Residential Electric	1	0	0	117.30	2	0	0	209.10
PROJECT TOTALS	2	0	6,000	219.30	4	0	6,000	362.10
Demolition of Building								
Demolition Permit	2	0	0	102.00	4	0	0	204.00
Major Land Disturbance	0	0	0	.00	1	0	0	250.00
PROJECT TOTALS	2	0	0	102.00	5	0	0	454.00
DEPARTMENT TOTALS	71	0	3,781,399	23,943.22	222	0	14,208,696	87,106.41
REPORT TOTALS	71	0	3,781,399	23,943.22	222	0	14,208,696	87,106.41

** END OF REPORT - Generated by Angela Cather **

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Clarke County
PERMITS ISSUED ANALYSIS

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DEPARTMENT: [Building Inspections](#)
PROJECT : [Residential Accessory](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE			PERMITS 02/01/17 - 02/28/17	PERMITS YEAR TO DATE		
			EST VALUE	FEES	EST VALUE	FEES		
160821	303 LIME MARL LN SUMMERFIELD TIMOTHY L & LISA L	4945						
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	FEES
B160821	BRA	ISSUED	11/18/16	05/17/17	0	.00	12,000	155.08
DESC OF WORK: 20' X 20' PRE-FAB STORAGE SHED								
PARTIES INVOLVED:								
CONT	SUMMERFIELD TIMOTHY L & LISA L							
O	SUMMERFIELD TIMOTHY L & LISA L							
OC	SUMMERFIELD TIMOTHY L & LISA L							
APPLICATION TOTALS						.00		155.08
160831	688 PINE GROVE RD TAPSCOTT ROGER WAYNE	5557						
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	FEES
B160831	BRA	ISSUED	11/22/16	05/21/17	0	.00	72,000	530.48
DESC OF WORK: 40' X 60' STORAGE BUILDING								
PARTIES INVOLVED:								
CONT	TAPSCOTT ROGER WAYNE							
O	TAPSCOTT ROGER WAYNE							
OC	TAPSCOTT ROGER WAYNE							
APPLICATION TOTALS						.00		530.48
160839	677 STRINGTOWN RD ALLISON ADAM R & TINA L	668						
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	FEES
B160839	BRA	ISSUED	12/09/16	06/07/17	0	.00	12,600	257.83
DESC OF WORK: Erect a prefab 14' x 30 Storage Building								
PARTIES INVOLVED:								
CONT	ALLISON ADAM R & TINA L							
O	ALLISON ADAM R & TINA L							
OC	ALLISON ADAM R & TINA L							
APPLICATION TOTALS						.00		257.83
160845	400 KIMBLE RD ALGER FRED H JR & JANET C	587						

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PERMITS ISSUED ANALYSIS

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PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 02/01/17 - 02/28/17 EST VALUE	PERMITS 02/01/17 - 02/28/17 FEES	PERMITS YEAR TO DATE EST VALUE	PERMITS YEAR TO DATE FEES
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DEPARTMENT: [Building Inspections](#)
PROJECT : [Residential Accessory](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE	ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	FEES
B160845	BRA ISSUED	0	12/27/16	06/25/17	22,140	.00	22,140	301.62
DESC OF WORK: ERECT A PREFAB STRUCTURE ON SITE 18' X 41'								
PARTIES INVOLVED: CONT ALGER FRED H JR & JANET C O ALGER FRED H JR & JANET C								
APPLICATION TOTALS						.00		301.62

[160859](#) 2270 CALMES NECK LN
[INDIE DEVELOPMENT LLC](#)

[9333](#)

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 02/01/17 - 02/28/17 EST VALUE	PERMITS 02/01/17 - 02/28/17 FEES	PERMITS YEAR TO DATE EST VALUE	PERMITS YEAR TO DATE FEES
B160859	BRA ISSUED	ISSUED	12/29/16	06/27/17	24,000	.00	24,000	310.16
DESC OF WORK: Boat House w/Bathroom Also Land Disturbance permit for .6 acre pond								
PARTIES INVOLVED: CONT SNEAD CHARLES H O INDIE DEVELOPMENT LLC								
APPLICATION TOTALS						.00		310.16

[170058](#) 375 GUN BARREL RD
[RAY CLARK](#)

[4530](#)

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 02/01/17 - 02/28/17 EST VALUE	PERMITS 02/01/17 - 02/28/17 FEES	PERMITS YEAR TO DATE EST VALUE	PERMITS YEAR TO DATE FEES
B170058	BRA ISSUED	ISSUED	02/06/17	08/05/17	34,200	356.98	34,200	356.98
E170058	ERL ISSUED	ISSUED	02/08/17	08/07/17	0	102.00	0	102.00
DESC OF WORK: Build a 30 X 38 s.f. Barn on site								
PARTIES INVOLVED: CONT RAY CLARK ELEC RAY CLARK O RAY CLARK								
APPLICATION TOTALS						458.98		458.98

[170071](#) 313 WALNUT ST
[COWGILL JOHN A & MARILYN J](#)

[1442](#)

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 02/01/17 - 02/28/17 EST VALUE	PERMITS 02/01/17 - 02/28/17 FEES	PERMITS YEAR TO DATE EST VALUE	PERMITS YEAR TO DATE FEES
B170071	BRA ISSUED	ISSUED	02/17/17	08/23/17	17,280	79.32	17,280	79.32
E170071	ERL ISSUED	ISSUED	02/21/17	08/23/17	0	45.90	0	45.90
DESC OF WORK:								

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DEPARTMENT: [Building Inspections](#)
PROJECT : [Residential Addition](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE			PERMITS 02/01/17 - 02/28/17	PERMITS YEAR TO DATE		
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	FEES
160809	116 SOUTH CHURCH ST TUCKAHOE SOLUTIONS INC	2109			PERMITS 02/01/17 - 02/28/17		PERMITS YEAR TO DATE	
B160809	BRAD	ISSUED	11/09/16	06/28/17	0	.00	0	465.80
P160809	Res Plmbg	ISSUED	11/09/16	06/28/17	0	.00	0	122.40
PARTIES INVOLVED:								
CONT	TUCKAHOE SOLUTIONS INC							
O	TUCKAHOE SOLUTIONS INC							
OC	TUCKAHOE SOLUTIONS INC							
PLUM	TUCKAHOE SOLUTIONS INC							
APPLICATION TOTALS						.00	588.20	
160813	3687 LORD FAIRFAX HWY EDMONDS SHAWN & TUMIYEM SCHUBERT	1213			PERMITS 02/01/17 - 02/28/17		PERMITS YEAR TO DATE	
B160813	BRAD	ISSUED	01/05/17	08/09/17	0	.00	81,108	622.29
DESC OF WORK: Add a 720 sf addition to existing home								
PARTIES INVOLVED:								
CONT	EDMONDS SHAWN & TUMIYEM SCHUBERT							
O	EDMONDS SHAWN & TUMIYEM SCHUBERT							
APPLICATION TOTALS						.00	622.29	
160817	30 STONEBRIER LN GRAY BENJAMIN J & STEFANIE M	224			PERMITS 02/01/17 - 02/28/17		PERMITS YEAR TO DATE	
B160817	BRAD	ISSUED	11/16/16	05/28/17	0	.00	97,329	696.74
E160817	ERL	ISSUED	01/10/17	07/09/17	0	.00	0	56.10
DESC OF WORK: Add a Foyer and Family Room Crawlspace foundationd								
PARTIES INVOLVED:								
CONT	GRAY BENJAMIN J & STEFANIE M							
ELEC	GRAY BENJAMIN J & STEFANIE M							
O	GRAY BENJAMIN J & STEFANIE M							
OC	GRAY BENJAMIN J & STEFANIE M							
APPLICATION TOTALS						.00	752.84	
160824	216 CHAMBERLAIN ST DILLON LAWRENCE P & ELIZABETH C	9295			PERMITS 02/01/17 - 02/28/17		PERMITS YEAR TO DATE	

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FEES

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 02/01/17 - 02/28/17 EST VALUE	FEES	PERMITS EST VALUE	YEAR TO DATE	FEES
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DEPARTMENT: [Building Inspections](#)
PROJECT : [Residential Addition](#)

DETAIL

APPLICATION REF	LOCATION	PARCEL CODE	EST VALUE	FEES	EST VALUE	FEES
B160824	OWNER ISSUED	0	0	.00	21,403	98.24
E160824	ISSUED	0	0	.00	0	56.10

DESC OF WORK:
Add a 190.4 s.f. sunroom addition

PARTIES INVOLVED:
CONT W. RICHARD WIITA, JR.
ELEC W. RICHARD WIITA, JR.
O DILLON LAWRENCE P & ELIZABETH C

APPLICATION TOTALS .00 154.34

[160829](#) 9116 JOHN MOSBY HWY [4544](#)
[GRUBBS PRESTON D](#)

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 02/01/17 - 02/28/17 EST VALUE	FEES	PERMITS EST VALUE	YEAR TO DATE	FEES
B160829	BRAD	ISSUED	12/09/16	08/23/17	0	.00	61,281	581.28	
E160829	ERL	ISSUED	02/21/17	08/23/17	0	96.90	0	96.90	

DESC OF WORK:
BUILD A 24' X 28' APPROX. ADDITION TO FRONT OF HOUSE
MASTER BEDROOM AND LIVING ROOM, Add Electric to addition

PARTIES INVOLVED:
CONT CHRISTOPHER VENABLE
ELEC WOODLAND CONSTRUCTION
O GRUBBS PRESTON D

APPLICATION TOTALS 96.90 678.18

[160838](#) 1732 MILLWOOD RD [6124](#)
[HOLLOWAY PAULINE E TRUST](#)

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 02/01/17 - 02/28/17 EST VALUE	FEES	PERMITS EST VALUE	YEAR TO DATE	FEES
B160838	BRAD	ISSUED	12/01/16	07/19/17	0	.00	9,462	293.43	
E160838	ERL	ISSUED	12/14/16	07/19/17	0	.00	0	107.10	
Pl60838	Res Plmbg	ISSUED	12/14/16	07/19/17	0	.00	0	102.00	

DESC OF WORK:
6' X 8' addition for bathroom

PARTIES INVOLVED:
CONT HOLLOWAY PAULINE E TRUST
ELEC HOLLOWAY PAULINE E TRUST
O HOLLOWAY PAULINE E TRUST
OC HOLLOWAY PAULINE E TRUST
PLUM HOLLOWAY PAULINE E TRUST

APPLICATION TOTALS .00 502.53
PROJECT TOTALS 0 96.90 270,583 3,298.38

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DEPARTMENT: [Building Inspections](#)
PROJECT : [Commercial Accessory](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE			PERMITS 02/01/17 - 02/28/17	PERMITS YEAR TO DATE	
			EST VALUE	FEEES	EST VALUE	FEEES	
170017	627 MOSBY BLVD SCHOOL BOARD OF CLARKE COUNTY	1119					
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 02/01/17 - 02/28/17	PERMITS YEAR TO DATE	
B170017	BCA	ISSUED	01/10/17	07/09/17	EST VALUE	FEEES	EST VALUE FEEES
DESC OF WORK:					0	.00	300 561.20
Install a new Scoreboard on High School Baseball field							
Set 2 poles for Solar timers on football field							
PARTIES INVOLVED:							
CONT TIME TECHNOLOGIES, INC.							
O SCHOOL BOARD OF CLARKE COUNTY							
APPLICATION TOTALS						.00	561.20
170033	25 JACK ENDERS BLVD BERRYVILLE GRAPHICS INC	2245					
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 02/01/17 - 02/28/17	PERMITS YEAR TO DATE	
B170033	BCA	ISSUED	01/19/17	07/18/17	EST VALUE	FEEES	EST VALUE FEEES
DESC OF WORK:					0	.00	750 61.20
Remove and replace skylights, Replace roof							
PARTIES INVOLVED:							
CONT BUILT RITE CONSTRUCTION							
O BERRYVILLE GRAPHICS INC							
APPLICATION TOTALS						.00	61.20
PROJECT TOTALS					0	.00	1,050 622.40

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DEPARTMENT: [Building Inspections](#)
PROJECT : [Commercial Deck/Porch no Roof](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE			PERMITS 02/01/17 - 02/28/17	PERMITS YEAR TO DATE	
			EST VALUE	FEES	EST VALUE	FEES	
160832	32 EAST MAIN ST BOARD OF SUPERVISORS OF CLARKE CO	1531					
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES			
B160832	Deck	ISSUED	11/21/16	05/20/17	0	.00	0 51.00
DESC OF WORK: REPLACE PORCH FLOORING BOARDS, REPAIR COLUMNS, ETC.							
PARTIES INVOLVED: CONT LANTZ CONSTRUCTION CO O BOARD OF SUPERVISORS OF CLARKE CO							
APPLICATION TOTALS					.00		51.00
PROJECT TOTALS			0		.00	0	51.00

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DEPARTMENT: [Building Inspections](#)
PROJECT : [Commercial Temporary Trailer](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE			PERMITS 02/01/17 - 02/28/17		PERMITS YEAR TO DATE	
			EST VALUE	FEEES	EST VALUE	FEEES		
160843	317 WEST MAIN ST CLARKE COUNTY PRIMARY SCHOOL	1947						
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES				
E160843	Com Elctrc	ISSUED	02/02/17	08/03/17	0	66.30	0	66.30
B160843	C Trailer	ISSUED	12/09/16	08/03/17	0	.00	0	61.20
DESC OF WORK:								
Set Temporary office trailer at Berryville Primary School								
Use during building Renovation								
PARTIES INVOLVED:								
CONT	H & W CONSTRUCTION CO INC							
ELEC	H & W CONSTRUCTION CO INC							
O	CLARKE COUNTY PRIMARY SCHOOL							
APPLICATION TOTALS					0	66.30	0	127.50
PROJECT TOTALS					0	66.30	0	127.50

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DEPARTMENT: [Building Inspections](#)
PROJECT : [Residential Foundation](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE			PERMITS 02/01/17 - 02/28/17		PERMITS YEAR TO DATE	
			ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	FEES
160804	420 DELANY CT TERRY WALLACE	9188						
B160804	Found RL		11/04/16	05/03/17	0	.00	0	51.00
DESC OF WORK: Foundation for future Single Family Dwelling								
PARTIES INVOLVED:								
CONT FREEDOM HOMES								
O TERRY WALLACE								
APPLICATION TOTALS						.00		51.00
PROJECT TOTALS					0	.00	0	51.00

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Clarke County
PERMITS ISSUED ANALYSIS

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DEPARTMENT: [Building Inspections](#)
PROJECT : [Residential Garage](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE			PERMITS 02/01/17 - 02/28/17	PERMITS YEAR TO DATE		
			EST VALUE	FEEES	EST VALUE	FEEES		
160800	311 SOUTH CHURCH ST JOHNSON BROCK	2244						
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEEES	EST VALUE	FEEES
B160800	BRG	ISSUED	11/07/16	05/28/17	0	.00	65,292	299.69
DESC OF WORK: 24' x 25' Garage								
PARTIES INVOLVED: CONT JOHNSON BROCK O JOHNSON BROCK								
APPLICATION TOTALS						.00		299.69
160802	191 BUTLER LN CANTRELL CLIFFORD B & JAN W	4573						
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEEES	EST VALUE	FEEES
B160802	BRG	ISSUED	11/21/16	08/06/17	0	.00	72,679	583.60
DESC OF WORK: 36' X 48' GARAGE POLE BARN DESIGN								
PARTIES INVOLVED: CONT CANTRELL CLIFFORD B & JAN W O								
APPLICATION TOTALS						.00		583.60
160803	1440 BEECHWOOD LN THIEL JOHN R & EVELYN JORAN-THIEL	4329						
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEEES	EST VALUE	FEEES
B160803	BRG	ISSUED	11/10/16	05/09/17	0	.00	50,472	231.66
DESC OF WORK: 30' X 40' DETACHED GARAGE								
PARTIES INVOLVED: CONT THIEL JOHN R & EVELYN-JORAN THIEL O THIEL JOHN R & EVELYN JORAN-THIEL								
APPLICATION TOTALS						.00		231.66
160805	105 GRIGSBY LN NEWCOMBE KERRY & JEFFREY D GRUBB	5326						
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEEES	EST VALUE	FEEES
B160805	BRG	ISSUED	11/04/16	05/03/17	0	.00	48,453	222.40

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DEPARTMENT: [Building Inspections](#)
PROJECT : [Residential Garage](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE		
CONT ELEC O	CONESTOGA BUILDING COMPANY LARRY S TAVENNER ELECTRICAL HUTCHINSON STEVEN			
APPLICATION TOTALS			.00	583.66

[160820](#) 19315 BLUE RIDGE MTN RD [6646](#)
[JONATHAN ENGLISH](#)

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 02/01/17 - 02/28/17 EST VALUE	FEEES	PERMITS YEAR TO DATE EST VALUE	DATE FEEES
B160820	BRG	ISSUED	11/21/16	05/20/17	0	.00	22,207	351.93
DESC OF WORK: DETACHED 2 CAR UNFINISHED LOG SIDING/ SHINGLED ROOF PARTIES INVOLVED: CONT BRICK STREET CONSTRUCTION LLC O JONATHAN ENGLISH								
APPLICATION TOTALS					.00			351.93

[160823](#) 156 WEST CRESCENT ST [4731](#)
[FRANCISCO SANDOVAL](#)

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 02/01/17 - 02/28/17 EST VALUE	FEEES	PERMITS YEAR TO DATE EST VALUE	DATE FEEES
B160823	BRG	ISSUED	11/16/16	05/15/17	0	.00	22,123	351.54
DESC OF WORK: 520 s.f. Detached Garage PARTIES INVOLVED: CONT FRANCISCO SANDOVAL O FRANCISCO SANDOVAL								
APPLICATION TOTALS					.00			351.54

[160828](#) 5720 HARRY BYRD HWY [2424](#)
[TALLEY KEVIN L](#)

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 02/01/17 - 02/28/17 EST VALUE	FEEES	PERMITS YEAR TO DATE EST VALUE	DATE FEEES
B160828	BRG	ISSUED	11/18/16	05/17/17	0	.00	30,283	389.00
DESC OF WORK: 30' X 24' GARAGE PARTIES INVOLVED: CONT TALLEY KEVIN L O TALLEY KEVIN L								
APPLICATION TOTALS					.00			389.00

[170027](#) 182 AUBURN RD [2651](#)

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PERMITS ISSUED ANALYSIS
VANNESS GARY W & NANCI L

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PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS EST VALUE	02/01/17 - 02/28/17 FEES	PERMITS EST VALUE	YEAR TO DATE	DETAIL
DEPARTMENT: Building Inspections									
PROJECT : Residential Garage									
APPLICATION REF		LOCATION			PARCEL CODE				
		OWNER							
B170027	BRG	ISSUED	01/18/17	07/17/17	0	.00	84,120	636.11	
E170027	ERL	ISSUED	01/18/17	07/17/17	0	.00	0	102.00	
M170027	Res Mech	ISSUED	01/18/17	07/17/17	0	.00	0	81.60	
P170027	Res Plmbg	ISSUED	01/18/17	07/17/17	0	.00	0	81.60	
DESC OF WORK:									
Build a free standing 40' X 40' Garage with a 10' X 40' storage area in the rear of structure									
PARTIES INVOLVED:									
CONT	VANNESS GARY W & NANCI L								
ELEC	VANNESS GARY W & NANCI L								
MECH	VANNESS GARY W & NANCI L								
O	VANNESS GARY W & NANCI L								
PLUM	VANNESS GARY W & NANCI L								
APPLICATION TOTALS						.00		901.31	
PROJECT TOTALS					0	.00	494,553	4,770.79	

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DEPARTMENT: [Building Inspections](#)
PROJECT : [Residential New](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE
160501	119 GOOD SHEPHERD RD MARGARET MILEY	5544

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 02/01/17 - 02/28/17 EST VALUE	FEEES	PERMITS YEAR TO DATE EST VALUE	FEEES
G160501	Res Gas	ISSUED	01/17/17	08/24/17	0	.00	0	40.80
DESC OF WORK: NEW SINGLE FAMILY DWELLING								

PARTIES INVOLVED:
CONT SELF
ELEC MARGARET MILEY
FUEL MARGARET MILEY
MECH MARGARET MILEY
O MARGARET MILEY
PLUM MARGARET MILEY

APPLICATION TOTALS .00 40.80

APPLICATION REF	LOCATION OWNER	PARCEL CODE
160811	19616 BLUE RIDGE MTN RD MARSICH JOHN & KRISTEN	6629

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 02/01/17 - 02/28/17 EST VALUE	FEEES	PERMITS YEAR TO DATE EST VALUE	FEEES
B160811	BRN	ISSUED	11/18/16	06/28/17	0	.00	312,300	2,056.46
E160811	Res Elec N	ISSUED	11/18/16	06/28/17	0	.00	0	.00
L160811	MAJOR LAND	ISSUED	11/18/16	06/28/17	0	.00	0	250.00
M160811	Res Mech N	ISSUED	11/18/16	06/28/17	0	.00	0	.00
P160811	Res Plmb N	ISSUED	11/18/16	06/28/17	0	.00	0	.00

DESC OF WORK:
SINGLE FAMILY DWELLING

PARTIES INVOLVED:
CONT PAUL C MCMICHAEL BUILDER
ELEC PAUL C MCMICHAEL BUILDER
MECH PAUL C MCMICHAEL BUILDER
O MARSICH JOHN & KRISTEN
PLUM PAUL C MCMICHAEL BUILDER

APPLICATION TOTALS .00 2,306.46

APPLICATION REF	LOCATION OWNER	PARCEL CODE
160822	726 MCGUIRE CIR RICHMOND AMERICAN HOMES OF	9133

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 02/01/17 - 02/28/17 EST VALUE	FEEES	PERMITS YEAR TO DATE EST VALUE	FEEES
B160822	BRN	ISSUED	11/17/16	05/16/17	0	.00	548,331	2,516.84
E160822	Res Elec N	ISSUED	11/17/16	05/16/17	0	.00	0	.00
M160822	Res Mech N	ISSUED	11/17/16	05/16/17	0	.00	0	.00
P160822	Res Plmb N	ISSUED	11/17/16	05/16/17	0	.00	0	.00

DESC OF WORK:

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Single Family Dwelling - Darby Elevation E, extended Living area, sunroom, 3 car garage, conservatory, finished basement

DEPARTMENT: [Building Inspections](#)
PROJECT : [Residential New](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE		
PARTIES INVOLVED:				
CONT	RICHMOND AMERICAN HOMES OF			
ELEC	RICHMOND AMERICAN HOMES OF			
MECH	RICHMOND AMERICAN HOMES OF			
O	RICHMOND AMERICAN HOMES OF			
PLUM	RICHMOND AMERICAN HOMES OF			
APPLICATION TOTALS			.00	2,516.84

APPLICATION REF	LOCATION OWNER	PARCEL CODE	PERMITS 02/01/17 - 02/28/17	PERMITS YEAR TO DATE				
160825	3575 LORD FAIRFAX HWY MANOCHEHRI-KALANTARI	697						
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	FEES
B160825	BRN	ISSUED	11/16/16	08/27/17	0	.00	597,954	3,628.61
E160825	Res Elec N	ISSUED	11/16/16	08/27/17	0	.00	0	.00
G160825	Res Gas	ISSUED	02/22/17	08/27/17	0	40.80	0	40.80
M160825	Res Mech N	ISSUED	11/16/16	08/27/17	0	.00	0	.00
P160825	Res Plmb N	ISSUED	11/16/16	08/27/17	0	.00	0	.00
DESC OF WORK:								
SINGLE FAMILY DWELLING - 4913 S.F. 2 STORY, 6 BEDROOMS, 4.5 BATHS								
PARTIES INVOLVED:								
CONT	WARFIELD HOMES INC							
ELEC	WARFIELD HOMES INC							
FUEL	VALLEY ENERGY COMPANY							
MECH	WARFIELD HOMES INC							
O	MANOCHEHRI-KALANTARI							
PLUM	WARFIELD HOMES INC							
APPLICATION TOTALS					40.80			3,669.41

APPLICATION REF	LOCATION OWNER	PARCEL CODE	PERMITS 02/01/17 - 02/28/17	PERMITS YEAR TO DATE				
160826	487 ANAMARIA LN LICKING VALLEY CONSTRUCTION	6855						
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	FEES
B160826	BRN	ISSUED	11/16/16	08/07/17	0	.00	338,809	2,178.93
E160826	Res Elec N	ISSUED	11/16/16	08/07/17	0	.00	0	.00
M160826	Res Mech N	ISSUED	11/16/16	08/07/17	0	.00	0	.00
P160826	Res Plmb N	ISSUED	11/16/16	08/07/17	0	.00	0	.00
DESC OF WORK:								
SINGLE FAMILY DWELLING 1700 S.F.								
PARTIES INVOLVED:								
CONT	LICKING VALLEY CONSTRUCTION							
ELEC	LICKING VALLEY CONSTRUCTION							
MECH	LICKING VALLEY CONSTRUCTION							
O	LICKING VALLEY CONSTRUCTION							
PLUM	LICKING VALLEY CONSTRUCTION							

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Clarke County
PERMITS ISSUED ANALYSIS

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DEPARTMENT: [Building Inspections](#)
PROJECT : [Residential New](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE		
APPLICATION TOTALS			.00	2,178.93

[160834](#) 749 MCGUIRE CIR [9103](#)
[RICHMOND AMERICAN HOMES OF](#)

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 02/01/17 - 02/28/17 EST VALUE	FEES	PERMITS YEAR TO DATE EST VALUE	FEES
B160834	BRN	ISSUED	11/30/16	05/29/17	0	.00	350,230	1,647.56
E160834	Res Elec N	ISSUED	11/30/16	05/29/17	0	.00	0	.00
M160834	Res Mech N	ISSUED	11/30/16	05/29/17	0	.00	0	.00
P160834	Res Plmb N	ISSUED	11/30/16	05/29/17	0	.00	0	.00

DESC OF WORK:
SINGLE FAMILY DWELLING - DANIEL - ELEVATION C

PARTIES INVOLVED:

CONT RICHMOND AMERICAN HOMES OF
ELEC RICHMOND AMERICAN HOMES OF
MECH RICHMOND AMERICAN HOMES OF
O RICHMOND AMERICAN HOMES OF
PLUM RICHMOND AMERICAN HOMES OF

APPLICATION TOTALS			.00	1,647.56
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[160835](#) 420 DELANY CT [9188](#)
[TERRY WALLACE](#)

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 02/01/17 - 02/28/17 EST VALUE	FEES	PERMITS YEAR TO DATE EST VALUE	FEES
B160835	BRN	ISSUED	11/29/16	05/28/17	0	.00	448,042	2,301.31
E160835	Res Elec N	ISSUED	11/29/16	05/28/17	0	.00	0	.00
M160835	Res Mech N	ISSUED	11/29/16	05/28/17	0	.00	0	.00
P160835	Res Plmb N	ISSUED	11/29/16	05/28/17	0	.00	0	.00

DESC OF WORK:
Single Family Dwelling

PARTIES INVOLVED:

CONT FREEDOM HOMES
ELEC FREEDOM HOMES
MECH FREEDOM HOMES
O TERRY WALLACE
PLUM FREEDOM HOMES

APPLICATION TOTALS			.00	2,301.31
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[160837](#) 732 MCGUIRE CIR [9134](#)
[RICHMOND AMERICAN HOMES](#)

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 02/01/17 - 02/28/17 EST VALUE	FEES	PERMITS YEAR TO DATE EST VALUE	FEES
B160837	BRN	ISSUED	11/30/16	05/29/17	0	.00	386,849	1,876.64
E160837	Res Elec N	ISSUED	11/30/16	05/29/17	0	.00	0	.00

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PERMITS ISSUED ANALYSIS

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DEPARTMENT: [Building Inspections](#)
PROJECT : [Residential New](#)

DETAIL

APPLICATION REF	LOCATION OWNER	ISSUED	EXPIRES	PARCEL CODE				
M160837	Res Mech N	ISSUED	11/30/16 05/29/17	0	.00	0	.00	
P160837	Res Plmb N	ISSUED	11/30/16 05/29/17	0	.00	0	.00	
DESC OF WORK:								
SINGLE FAMILY DWELLING - HEMINGWAY ELEVATION H TWO STORY, 4 BEDROOM								
PARTIES INVOLVED:								
CONT	RICHMOND AMERICAN HOMES OF							
ELEC	RICHMOND AMERICAN HOMES OF							
MECH	RICHMOND AMERICAN HOMES OF							
O	RICHMOND AMERICAN HOMES							
PLUM	RICHMOND AMERICAN HOMES OF							
APPLICATION TOTALS						.00		1,876.64

160850		721 MCGUIRE CIR RICHMOND AMERICAN HOMES		9096		PERMITS 02/01/17 - 02/28/17		PERMITS YEAR TO DATE	
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	FEES	
B160850	BRN	ISSUED	12/15/16	08/28/17	0	.00	394,113		1,859.98
E160850	Res Elec N	ISSUED	12/15/16	08/28/17	0	.00	0		.00
M160850	Res Mech N	ISSUED	12/15/16	08/28/17	0	.00	0		.00
P160850	Res Plmb N	ISSUED	12/15/16	08/28/17	0	.00	0		.00
DESC OF WORK:									
New Single Family Dwelling - Jessica, Elevation B 3 car side-load garage									
PARTIES INVOLVED:									
CONT	RICHMOND AMERICAN HOMES OF								
ELEC	RICHMOND AMERICAN HOMES OF								
MECH	RICHMOND AMERICAN HOMES OF								
O	RICHMOND AMERICAN HOMES								
PLUM	RICHMOND AMERICAN HOMES OF								
APPLICATION TOTALS						.00			1,859.98

160854		725 MCGUIRE CIR RICHMOND AMERICAN HOMES		9097		PERMITS 02/01/17 - 02/28/17		PERMITS YEAR TO DATE	
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	FEES	
B160854	BRN	ISSUED	12/27/16	07/25/17	0	.00	508,764		2,335.23
E160854	Res Elec N	ISSUED	12/27/16	07/25/17	0	.00	0		.00
M160854	Res Mech N	ISSUED	12/27/16	07/25/17	0	.00	0		.00
P160854	Res Plmb N	ISSUED	12/27/16	07/25/17	0	.00	0		.00
DESC OF WORK:									
New Single Family Dwelling - Darla-Elevation E 3 car side load garage, second floor loft									
PARTIES INVOLVED:									
CONT	RICHMOND AMERICAN HOMES OF								
ELEC	RICHMOND AMERICAN HOMES OF								
MECH	RICHMOND AMERICAN HOMES OF								
O	RICHMOND AMERICAN HOMES								

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DEPARTMENT: [Building Inspections](#)
PROJECT : [Residential New](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE		
PLUM	RICHMOND AMERICAN HOMES OF			
APPLICATION TOTALS			.00	2,335.23

[160855](#) 729 MCGUIRE CIR [9098](#)
[RICHMOND AMERICAN HOMES](#)

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 02/01/17 - 02/28/17 EST VALUE	FEES	PERMITS YEAR TO DATE EST VALUE	FEES
B160855	BRN	ISSUED	12/27/16	06/25/17	0	.00	546,560	2,508.71
E160855	Res Elec N	ISSUED	12/27/16	06/25/17	0	.00	0	.00
M160855	Res Mech N	ISSUED	12/27/16	06/25/17	0	.00	0	.00
P160855	Res Plmb N	ISSUED	12/27/16	06/25/17	0	.00	0	.00

DESC OF WORK:

New Single Family Dwelling - Daniel-Elevation C
3 car front load garage

PARTIES INVOLVED:

CONT RICHMOND AMERICAN HOMES OF
ELEC RICHMOND AMERICAN HOMES OF
MECH RICHMOND AMERICAN HOMES OF
O RICHMOND AMERICAN HOMES
PLUM RICHMOND AMERICAN HOMES OF

APPLICATION TOTALS			.00	2,508.71
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[160856](#) 714 MCGUIRE CIR [9131](#)
[RICHMOND AMERICAN HOMES](#)

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 02/01/17 - 02/28/17 EST VALUE	FEES	PERMITS YEAR TO DATE EST VALUE	FEES
B160856	BRN	ISSUED	12/27/16	07/19/17	0	.00	366,130	1,680.54
E160856	Res Elec N	ISSUED	12/27/16	07/19/17	0	.00	0	.00
M160856	Res Mech N	ISSUED	12/27/16	07/19/17	0	.00	0	.00
P160856	Res Plmb N	ISSUED	12/27/16	07/19/17	0	.00	0	.00

DESC OF WORK:

New Single Family Dwelling - Amherst-Elevation A

PARTIES INVOLVED:

CONT RICHMOND AMERICAN HOMES OF
ELEC RICHMOND AMERICAN HOMES OF
MECH RICHMOND AMERICAN HOMES OF
O RICHMOND AMERICAN HOMES
PLUM RICHMOND AMERICAN HOMES OF

APPLICATION TOTALS			.00	1,680.54
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[160858](#) 2270 CALMES NECK LN [9333](#)
[INDIE DEVELOPMENT LLC](#)

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 02/01/17 - 02/28/17 EST VALUE	FEES	PERMITS YEAR TO DATE EST VALUE	FEES
B160858	BRN	ISSUED	12/29/16	06/27/17	0	.00	337,950	2,073.00

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DEPARTMENT: [Building Inspections](#)
PROJECT : [Residential New](#)

DETAIL

APPLICATION REF	LOCATION OWNER	ISSUED	EXPIRES	PARCEL CODE	EST VALUE	FEE	PERMITS YEAR TO DATE EST VALUE	PERMITS YEAR TO DATE FEES
E160858	Res Elec N	ISSUED	12/29/16 06/27/17	0	.00	0	0	.00
L160858	MAJOR LAND	ISSUED	12/29/16 06/27/17	0	.00	0	0	250.00
M160858	Res Mech N	ISSUED	12/29/16 06/27/17	0	.00	0	0	.00
P160858	Res Plmb N	ISSUED	12/29/16 06/27/17	0	.00	0	0	.00

DESC OF WORK:

New Single Family Dwelling
Boat House with bathroom (Accessory Building)

PARTIES INVOLVED:

CONT SNEAD CHARLES H
ELEC SNEAD CHARLES H
MECH SNEAD CHARLES H
O INDIE DEVELOPMENT LLC
PLUM SNEAD CHARLES H

APPLICATION TOTALS .00 2,323.00

[170019](#) 7117 HOWELLSVILLE RD [6862](#)
[LICKING VALLEY CONSTRUCTION CORP](#)

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 02/01/17 - 02/28/17 EST VALUE	PERMITS 02/01/17 - 02/28/17 FEES	PERMITS YEAR TO DATE EST VALUE	PERMITS YEAR TO DATE FEES
B170019	BRN	ISSUED	02/02/17	08/09/17	209,884	1,587.17	209,884	1,587.17
E170019	Res Elec N	ISSUED	02/02/17	08/09/17	0	.00	0	.00
L170019	MAJOR LAND	ISSUED	02/02/17	08/09/17	0	250.00	0	250.00
M170019	Res Mech N	ISSUED	02/02/17	08/09/17	0	.00	0	.00
P170019	Res Plmb N	ISSUED	02/02/17	08/09/17	0	.00	0	.00

DESC OF WORK:

New Single Family Dwelling

PARTIES INVOLVED:

CONT LICKING VALLEY CONSTRUCTION CORP
ELEC LICKING VALLEY CONSTRUCTION CORP
MECH LICKING VALLEY CONSTRUCTION CORP
O LICKING VALLEY CONSTRUCTION CORP
PLUM LICKING VALLEY CONSTRUCTION CORP

APPLICATION TOTALS 1,837.17 1,837.17

[170040](#) 717 MCGUIRE CIR [9095](#)
[RICHMOND AMERICAN HOMES](#)

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 02/01/17 - 02/28/17 EST VALUE	PERMITS 02/01/17 - 02/28/17 FEES	PERMITS YEAR TO DATE EST VALUE	PERMITS YEAR TO DATE FEES
B170040	BRN	ISSUED	01/23/17	07/22/17	0	.00	439,237	2,016.10
E170040	Res Elec N	ISSUED	01/23/17	07/22/17	0	.00	0	.00
M170040	Res Mech N	ISSUED	01/23/17	07/22/17	0	.00	0	.00
P170040	Res Plmb N	ISSUED	01/23/17	07/22/17	0	.00	0	.00

DESC OF WORK:

New Single Family Dwelling - Darla Elevation B
3 car side load garage

PARTIES INVOLVED:

CONT RICHMOND AMERICAN HOMES OF

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Clarke County
PERMITS ISSUED ANALYSIS

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DEPARTMENT: [Building Inspections](#)
PROJECT : [Residential New](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE		
ELEC	RICHMOND AMERICAN HOMES OF			
MECH	RICHMOND AMERICAN HOMES OF			
O	RICHMOND AMERICAN HOMES OF			
PLUM	RICHMOND AMERICAN HOMES OF			
APPLICATION TOTALS			.00	2,016.10

[170041](#) 709 MCGUIRE CIR [9129](#)
[RICHMOND AMERICAN HOMES](#)

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 02/01/17 - 02/28/17 EST VALUE	FEES	PERMITS YEAR TO DATE EST VALUE	FEES
B170041	BRN	ISSUED	01/23/17	07/22/17	0	.00	458,476	2,104.40
E170041	Res Elec N	ISSUED	01/23/17	07/22/17	0	.00	0	.00
M170041	Res Mech N	ISSUED	01/23/17	07/22/17	0	.00	0	.00
P170041	Res Plmb N	ISSUED	01/23/17	07/22/17	0	.00	0	.00

DESC OF WORK:

New Single Family Dwelling - Hemingway elevation G
2 car front load garage

PARTIES INVOLVED:

CONT RICHMOND AMERICAN HOMES OF
ELEC RICHMOND AMERICAN HOMES OF
MECH RICHMOND AMERICAN HOMES OF
O RICHMOND AMERICAN HOMES
PLUM RICHMOND AMERICAN HOMES OF

APPLICATION TOTALS			.00	2,104.40
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[170043](#) 425 WRIGHTS MILL RD [208](#)
[FARMER DONNA K & EDWARD A WHETZEL](#)

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 02/01/17 - 02/28/17 EST VALUE	FEES	PERMITS YEAR TO DATE EST VALUE	FEES
B170043	BRN	ISSUED	02/06/17	08/05/17	340,987	1,565.13	340,987	1,565.13
E170043	Res Elec N	ISSUED	02/06/17	08/05/17	0	.00	0	.00
M170043	Res Mech N	ISSUED	02/06/17	08/05/17	0	.00	0	.00
P170043	Res Plmb N	ISSUED	02/06/17	08/05/17	0	.00	0	.00

DESC OF WORK:

New Single Family Dwelling - 2 Story, 3 bedroom
Attached garage

PARTIES INVOLVED:

CONT FARMER DONNA K & EDWARD A WHETZEL
ELEC DONNA FARMER
MECH DONNA FARMER
O FARMER DONNA K & EDWARD A WHETZEL
PLUM DONNA FARMER

APPLICATION TOTALS			1,565.13	1,565.13
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[170044](#) 720 MCGUIRE CIR [9132](#)
[RICHMOND AMERICAN HOMES](#)

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2600acather

Clarke County
PERMITS ISSUED ANALYSIS

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PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 02/01/17 - 02/28/17 EST VALUE	FEEES	PERMITS EST VALUE	YEAR TO DATE	FEES
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DEPARTMENT: [Building Inspections](#)
PROJECT : [Residential New](#)

DETAIL

APPLICATION REF	LOCATION	PARCEL CODE	ISSUED	EXPIRES	EST VALUE	FEEES	EST VALUE	YEAR TO DATE	FEES
B170044	BRN	0	01/23/17	07/22/17	0	.00	463,916	2,129.37	
E170044	Res Elec N	0	01/23/17	07/22/17	0	.00	0		.00
M170044	Res Mech N	0	01/23/17	07/22/17	0	.00	0		.00
P170044	Res Plmb N	0	01/23/17	07/22/17	0	.00	0		.00

DESC OF WORK:
New Single Family Dwelling - Donovan elevation G
3 car front load garage

PARTIES INVOLVED:
CONT RICHMOND AMERICAN HOMES OF
ELEC RICHMOND AMERICAN HOMES OF
MECH RICHMOND AMERICAN HOMES OF
O RICHMOND AMERICAN HOMES
PLUM RICHMOND AMERICAN HOMES OF

APPLICATION TOTALS .00 2,129.37

[170047](#) 1980 TRIPLE J RD [9246](#)
[LEMARR RONALD L & SUSAN D](#)

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 02/01/17 - 02/28/17 EST VALUE	FEEES	PERMITS EST VALUE	YEAR TO DATE	FEES
B170047	BRN	ISSUED	02/02/17	08/01/17	553,653	3,163.27	553,653	3,163.27	
E170047	Res Elec N	ISSUED	02/02/17	08/01/17	0	.00	0		.00
L170047	MAJOR LAND	ISSUED	02/02/17	08/01/17	0	250.00	0		250.00
M170047	Res Mech N	ISSUED	02/02/17	08/01/17	0	.00	0		.00
P170047	Res Plmb N	ISSUED	02/02/17	08/01/17	0	.00	0		.00

DESC OF WORK:
New Single Family Home

PARTIES INVOLVED:
CONT LEMARR RONALD L & SUSAN D
ELEC LEMARR RONALD L & SUSAN D
MECH LEMARR RONALD L & SUSAN D
O LEMARR RONALD L & SUSAN D
PLUM LEMARR RONALD L & SUSAN D

APPLICATION TOTALS 3,413.27 3,413.27

[170057](#) 375 GUN BARREL RD [4530](#)
[RAY CLARK](#)

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 02/01/17 - 02/28/17 EST VALUE	FEEES	PERMITS EST VALUE	YEAR TO DATE	FEES
B170057	BRN	ISSUED	02/06/17	08/05/17	639,921	3,457.23	639,921	3,457.23	
E170057	Res Elec N	ISSUED	02/06/17	08/05/17	0	.00	0		.00
M170057	Res Mech N	ISSUED	02/06/17	08/05/17	0	.00	0		.00
P170057	Res Plmb N	ISSUED	02/06/17	08/05/17	0	.00	0		.00

DESC OF WORK:
Single Family dwelling, 3 bedroom, 3.5 bath
attached garage included

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2600acather

Clarke County
PERMITS ISSUED ANALYSIS

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DEPARTMENT: [Building Inspections](#)
PROJECT : [Residential New](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE		
PARTIES INVOLVED:				
CONT	RAY CLARK			
ELEC	RAY CLARK			
MECH	RAY CLARK			
O	RAY CLARK			
PLUM	RAY CLARK			
APPLICATION TOTALS			3,457.23	3,457.23

170076	559 GRANDDADDY LN LCT LLC	9341						
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 02/01/17 - 02/28/17 EST VALUE	FEES	PERMITS YEAR TO DATE EST VALUE	FEES
B170076	BRN	ISSUED	02/16/17	08/15/17	584,125	3,504.93	584,125	3,504.93
E170076	Res Elec N	ISSUED	02/16/17	08/15/17	0	.00	0	.00
M170076	Res Mech N	ISSUED	02/16/17	08/15/17	0	.00	0	.00
P170076	Res Plmb N	ISSUED	02/16/17	08/15/17	0	.00	0	.00
DESC OF WORK: Build a new Single Family Dwelling								
PARTIES INVOLVED:								
CONT	CAPITAL BUILDERS, LLC							
ELEC	CAPITAL BUILDERS, LLC							
MECH	CAPITAL BUILDERS, LLC							
O	LCT LLC							
PLUM	CAPITAL BUILDERS, LLC							
APPLICATION TOTALS						3,504.93		3,504.93

170087	733 MCGUIRE CIR RICHMOND AMERICAN HOMES	9099						
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 02/01/17 - 02/28/17 EST VALUE	FEES	PERMITS YEAR TO DATE EST VALUE	FEES
B170087	BRN	ISSUED	02/27/17	08/26/17	346,486	1,590.37	346,486	1,590.37
E170087	Res Elec N	ISSUED	02/27/17	08/26/17	0	.00	0	.00
M170087	Res Mech N	ISSUED	02/27/17	08/26/17	0	.00	0	.00
P170087	Res Plmb N	ISSUED	02/27/17	08/26/17	0	.00	0	.00
DESC OF WORK: Single Family Dwelling - Daniel, elevation E sunroom, 2 car garage								
PARTIES INVOLVED:								
CONT	RICHMOND AMERICAN HOMES							
ELEC	RICHMOND AMERICAN HOMES							
MECH	RICHMOND AMERICAN HOMES							
O	RICHMOND AMERICAN HOMES							
PLUM	RICHMOND AMERICAN HOMES							
APPLICATION TOTALS						1,590.37		1,590.37

170088	713 MCGUIRE CIR	9094						
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Clarke County
PERMITS ISSUED ANALYSIS
RICHMOND AMERICAN HOMES

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PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 02/01/17 - 02/28/17 EST VALUE	PERMITS YEAR TO DATE EST VALUE	TO DATE FEES	FEES
DEPARTMENT: <u>Building Inspections</u>								
PROJECT : <u>Residential New</u>								
DETAIL								
APPLICATION REF		LOCATION OWNER			PARCEL CODE			
B170088	<u>BRN</u>	ISSUED	02/27/17	08/26/17	677,088	3,107.84	677,088	3,107.84
E170088	<u>Res Elec N</u>	ISSUED	02/27/17	08/26/17	0	.00	0	.00
M170088	<u>Res Mech N</u>	ISSUED	02/27/17	08/26/17	0	.00	0	.00
P170088	<u>Res Plmb N</u>	ISSUED	02/27/17	08/26/17	0	.00	0	.00
DESC OF WORK: Single Family Dwelling - Vanderbilt, elevation D sunroom, conserv., fin. basement, 3 car garage								
PARTIES INVOLVED:								
CONT	RICHMOND AMERICAN HOMES							
ELEC	RICHMOND AMERICAN HOMES							
MECH	RICHMOND AMERICAN HOMES							
O	RICHMOND AMERICAN HOMES							
PLUM	RICHMOND AMERICAN HOMES							
APPLICATION TOTALS						3,107.84		3,107.84
PROJECT TOTALS					3,352,144	18,516.74	9,849,805	51,971.22

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PERMITS ISSUED ANALYSIS

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DEPARTMENT: [Building Inspections](#)
PROJECT : [Commercial Remodel](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE
160818	208 NORTH BUCKMARSH ST GIORDANO GEORGANNE	1491

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 02/01/17 - 02/28/17		PERMITS YEAR TO DATE	
					EST VALUE	FEES	EST VALUE	FEES
B160818	BCR	ISSUED	11/16/16	08/16/17	0	.00	84,000	385.56
B160818B	Deck	ISSUED	12/01/16	08/16/17	0	.00	0	51.00
E160818	Com Elctrc	ISSUED	11/16/16	08/16/17	0	.00	0	153.00
M160818	Com Mech	ISSUED	11/16/16	08/16/17	0	.00	0	61.20
P160818	Com Plmbg	ISSUED	11/16/16	08/16/17	0	.00	0	107.10

DESC OF WORK:

REMODEL EXISTING INTO OFFICES, WAITING ROOM, KITCHEN,BATH.
ADD NEW DOORS, WINDOWS, REMOVE EXISTING

PARTIES INVOLVED:

CONT GIORDANO GEORGANNE
ELEC GIORDANO GEORGANNE
MECH GIORDANO GEORGANNE
O GIORDANO GEORGANNE
PLUM GIORDANO GEORGANNE

APPLICATION TOTALS .00 757.86

APPLICATION REF	LOCATION OWNER	PARCEL CODE
170010	317 WEST MAIN ST CLARKE COUNTY PRIMARY SCHOOL	1947

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 02/01/17 - 02/28/17		PERMITS YEAR TO DATE	
					EST VALUE	FEES	EST VALUE	FEES
B170010	BCR	ISSUED	01/09/17	08/07/17	0	.00	2,505,760	11,501.44
E170010	Com Elctrc	ISSUED	02/16/17	08/07/17	0	499.80	0	499.80
M170010	Com Mech	ISSUED	01/12/17	08/07/17	0	.00	0	1,336.20
P170010	Com Plmbg	ISSUED	01/12/17	08/07/17	0	.00	0	963.90

DESC OF WORK:

Remodel 31,662 sf of existing and construct a 826 sf addition to remodeled structure

PARTIES INVOLVED:

CONT H & W CONSTRUCTION CO INC
ELEC H & W CONSTRUCTION CO INC
MECH BLAUCH BROTHERS INC
O CLARKE COUNTY PRIMARY SCHOOL
PLUM BLAUCH BROTHERS INC

APPLICATION TOTALS 499.80 14,301.34

APPLICATION REF	LOCATION OWNER	PARCEL CODE
170021	225 AL SMITH CIR BOARD OF SUPERVISORS	1056

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 02/01/17 - 02/28/17		PERMITS YEAR TO DATE	
					EST VALUE	FEES	EST VALUE	FEES
B170021	BCR	ISSUED	01/18/17	08/13/17	0	.00	0	102.00
E170021	Com Elctrc	ISSUED	02/06/17	08/13/17	0	66.30	0	66.30

DESC OF WORK:

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 Addition of 4 poles and lights
 Electrical permit adds 200amp OH service on Pole

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DEPARTMENT: [Building Inspections](#)
 PROJECT : [Commercial Remodel](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE		
PARTIES INVOLVED:				
CONT	QUAD CONTRACTING LLC			
ELEC	WATERLOO ELECTRIC SERVICE LLC			
O	BOARD OF SUPERVISORS			
APPLICATION TOTALS			66.30	168.30

170055	MOUNT CARMEL METHODIST CHURCH	7165						
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 02/01/17 - 02/28/17 EST VALUE	PERMITS YEAR TO DATE EST VALUE	FEES	FEES
B170055	BCR	ISSUED	02/02/17	08/21/17	0	0	102.00	102.00
DESC OF WORK: Pour new footers, lay block, install treated plate								
PARTIES INVOLVED:								
CONT	CHAMBERLAIN CONSTRUCTION CORP.							
O	MOUNT CARMEL METHODIST CHURCH							
APPLICATION TOTALS					102.00			102.00

170073	11 EAST MAIN ST ONE EAST MAIN LLC	2115						
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 02/01/17 - 02/28/17 EST VALUE	PERMITS YEAR TO DATE EST VALUE	FEES	FEES
B170073	BCR	ISSUED	02/14/17	08/15/17	56,250	56,250	258.19	258.19
E170073	Com Elctrc	ISSUED	02/14/17	08/15/17	0	0	66.30	66.30
DESC OF WORK: Remodel 750 s.f. of existing interior								
PARTIES INVOLVED:								
CONT	R. E. BENNETT CONTRACTING							
ELEC	WATERLOO ELECTRIC SERVICE LLC							
O	ONE EAST MAIN LLC							
APPLICATION TOTALS					324.49			324.49
PROJECT TOTALS					56,250		992.59	2,646,010 15,653.99

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Clarke County
PERMITS ISSUED ANALYSIS

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DEPARTMENT: [Building Inspections](#)
PROJECT : [Residential Deck/Porch no Roof](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE			PERMITS 02/01/17 - 02/28/17	PERMITS YEAR TO DATE
			EST VALUE	FEES	EST VALUE	FEES
160808	127 EAST FAIRFAX ST COUMES DALE L	1696				
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEES
B160812	Deck	ISSUED	11/09/16	06/05/17	0	.00
B160812B	Deck	ISSUED	11/09/16	06/05/17	0	.00
DESC OF WORK:						
Extend front concrete slab to enlarge porch						
Extend back concrete slab to enlarge porch						
PARTIES INVOLVED:						
CONT	E ELECTRIC & TELECOM INC					
O	COUMES DALE L					
APPLICATION TOTALS					.00	102.00
160815	508 PYLETOWN RD SHAW DRAKE B & CATHRYN C	4694				
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEES
B102825	Deck	ISSUED	11/17/16	05/16/17	0	.00
DESC OF WORK:						
28' X 20' DECK						
PARTIES INVOLVED:						
CONT	SHAW DRAKE B & CATHRYN C					
O	SHAW DRAKE B & CATHRYN C					
OC	SHAW DRAKE B & CATHRYN C					
APPLICATION TOTALS					.00	51.00
160847	381 BARBOUR LN FAIRBANKS JEFFREY R & MARCIA A	906				
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEES
B160847	Deck	ISSUED	12/14/16	06/12/17	0	.00
DESC OF WORK:						
Build a 15' X 20' deck on rear of house						
PARTIES INVOLVED:						
CONT	FAIRBANKS JEFFREY R & MARCIA A					
CONT	IBUILD4U HANDYMAN SERVICE					
O	FAIRBANKS JEFFREY R & MARCIA A					
APPLICATION TOTALS					.00	51.00
160852	110 BATTLETOWN DR MITCHELL SARA	7531				

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PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 02/01/17 - 02/28/17 EST VALUE	PERMITS 02/01/17 - 02/28/17 FEES	PERMITS YEAR TO DATE EST VALUE	PERMITS YEAR TO DATE FEES
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DEPARTMENT: [Building Inspections](#)
PROJECT : [Residential Deck/Porch no Roof](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE	ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	FEES
B160852	Deck ISSUED	0	12/16/16	08/09/17	0	.00	0	51.00
DESC OF WORK: Construct a 5' X 10' porch with 2 steps and railing								
PARTIES INVOLVED: CONT FAIRLAWN LANDSCAPING, LLC O MITCHELL SARA								
APPLICATION TOTALS						.00		51.00

[170026](#) 754 MCGUIRE CIR [9139](#)
[MIKE HUFF](#)

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 02/01/17 - 02/28/17 EST VALUE	PERMITS 02/01/17 - 02/28/17 FEES	PERMITS YEAR TO DATE EST VALUE	PERMITS YEAR TO DATE FEES
B170026	Deck ISSUED		02/01/17	07/31/17	0	51.00	0	51.00
DESC OF WORK: Build a 6' X 12' addition to existing deck w/ landing and stairs								
PARTIES INVOLVED: CONT WILLIAMS KENNETH H & SANDRA K O MIKE HUFF								
APPLICATION TOTALS						51.00		51.00

[170061](#) 787 MCGUIRE CIR [9112](#)
[MAHMUT ERGEN](#)

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 02/01/17 - 02/28/17 EST VALUE	PERMITS 02/01/17 - 02/28/17 FEES	PERMITS YEAR TO DATE EST VALUE	PERMITS YEAR TO DATE FEES
B170061	Deck ISSUED		02/08/17	08/07/17	0	51.00	0	51.00
DESC OF WORK: Build a 20' X 16' deck with stairs and railing								
PARTIES INVOLVED: CONT MAHMUT ERGEN O MAHMUT ERGEN								
APPLICATION TOTALS						51.00		51.00
PROJECT TOTALS					0	102.00	0	357.00

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PERMITS ISSUED ANALYSIS

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DEPARTMENT: [Building Inspections](#)
PROJECT : [Residential Deck/Porch w/Roof](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE			PERMITS 02/01/17 - 02/28/17		PERMITS YEAR TO DATE	
			ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	FEES
160833	201 JACKSON DR OSBORNE STUART D	8021						
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	FEES
B160833	Deck w Rf	ISSUED	11/21/16	05/20/17	0	.00	0	51.00
DESC OF WORK: 56' X 48' PORCH LANDING WITH 2-3 STEPS DOWN								
PARTIES INVOLVED:								
CONT	A PLUS HANDYMAN, INC.							
O	OSBORNE STUART D							
APPLICATION TOTALS						.00	51.00	
160841	775 MCGUIRE CIR DICK SMALL	9109						
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	FEES
B160841	Deck w Rf	ISSUED	12/12/16	07/23/17	0	.00	0	102.00
E160841	ERL	ISSUED	01/19/17	07/23/17	0	.00	0	56.10
DESC OF WORK: Build a deck and screened in porch								
PARTIES INVOLVED:								
CONT	WILLIAMS KENNETH H & SANDRA K							
CONT	DOUGLAS D. SHONNARD							
ELEC	DOUGLAS D. SHONNARD							
O	DICK SMALL							
APPLICATION TOTALS						.00	158.10	
170003	137 ROSEVILLE CT SZYMKOWIAK ALAN R	8998						
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	FEES
B170003	Deck w Rf	ISSUED	01/09/17	07/08/17	0	.00	0	51.00
DESC OF WORK: Build a 9' 5" X 12' Deck off rear of house w/stairs on side								
PARTIES INVOLVED:								
CONT	CHRIS STRALEY							
O	SZYMKOWIAK ALAN R							
O	ERIC ONATE							
APPLICATION TOTALS						.00	51.00	
PROJECT TOTALS						0	260.10	

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DEPARTMENT: [Building Inspections](#)
PROJECT : [RESIDENTIAL REMODEL](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE			PERMITS 02/01/17 - 02/28/17	PERMITS YEAR TO DATE		
			EST VALUE	FEEES	EST VALUE	FEEES		
160810	204 BATTLETOWN DR ABRERA RICHARD E & JULIE W	7538						
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEEES	PERMITS	YEAR TO DATE
B160810	BRR	ISSUED	11/09/16	05/08/17	0	.00	71,700	329.10
E160810	ERL	ISSUED	11/09/16	05/08/17	0	.00	0	96.90
P160810	Res Plmbg	ISSUED	11/09/16	05/08/17	0	.00	0	61.20
DESC OF WORK:								
ATTIC BUILDOUT								
FOYER RENOVATION								
PARTIES INVOLVED:								
CONT	A BUILDING COMPANY INC							
ELEC	A BUILDING COMPANY INC							
O	ABRERA RICHARD E & JULIE W							
PLUM	A BUILDING COMPANY INC							
APPLICATION TOTALS						.00	487.20	
160819	312 JOSEPHINE ST SLAUGHTER EDITH L	2268						
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEEES	PERMITS	YEAR TO DATE
B160819	BRR	ISSUED	11/16/16	05/15/17	0	.00	120,000	550.80
E160819	ERL	ISSUED	01/18/17	07/17/17	0	.00	0	56.10
P160819	Res Plmbg	ISSUED	01/18/17	07/17/17	0	.00	0	91.80
DESC OF WORK:								
Remodel house								
Add sides to carport to enclose								
PARTIES INVOLVED:								
CONT	STRAWDERMAN, MICHAEL							
ELEC	STRAWDERMAN, MICHAEL							
O	SLAUGHTER EDITH L							
OC	STRAWDERMAN, MICHAEL							
PLUM	STRAWDERMAN, MICHAEL							
APPLICATION TOTALS						.00	698.70	
160827	121 WEST MAIN ST DEAN ANNE B	4697						
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEEES	PERMITS	YEAR TO DATE
B160827	BRR	ISSUED	11/21/16	05/20/17	0	.00	0	102.00
G160827	Res Gas	ISSUED	11/21/16	05/20/17	0	.00	0	40.80
DESC OF WORK:								
PARTIALLY ENCLOSE PORCH AND ADD STAIRS								
PARTIES INVOLVED:								
CONT	R E BENNETT CONTRACTING							

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PERMITS ISSUED ANALYSIS

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DEPARTMENT: [Building Inspections](#)
PROJECT : [RESIDENTIAL REMODEL](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE		
FUEL	R E BENNETT CONTRACTING			
O	DEAN ANNE B			
O	MYERS, BARRY D.			
APPLICATION TOTALS			.00	142.80

160840		567 SHENANDOAH RIVER LN LITTLETON GREGORY A & ALBERTINA M		6780		PERMITS 02/01/17 - 02/28/17		PERMITS YEAR TO DATE	
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	FEES	FEES
B160840	BRR	ISSUED	12/14/16	06/12/17	0	.00	33,750		154.92
E160840	ERL	ISSUED	12/14/16	06/12/17	0	.00	0		132.60
P160840	Res Plmbg	ISSUED	12/14/16	06/12/17	0	.00	0		40.80
DESC OF WORK: Remodel Kitchen									
PARTIES INVOLVED:									
CONT	J B CONSTRUCTION								
ELEC	J B CONSTRUCTION								
O	LITTLETON GREGORY A & ALBERTINA M								
OC	LITTLETON GREGORY A & ALBERTINA M								
PLUM	J B CONSTRUCTION								
APPLICATION TOTALS						.00	328.32		

160844		121 WEST MAIN ST MYERS, BARRY D.		4697		PERMITS 02/01/17 - 02/28/17		PERMITS YEAR TO DATE	
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	FEES	FEES
B160844	BRR	ISSUED	12/19/16	08/06/17	0	.00	0		102.00
E160844	ERL	ISSUED	12/28/16	08/06/17	0	.00	0		56.10
P160844	Res Plmbg	ISSUED	12/28/16	08/06/17	0	.00	0		51.00
DESC OF WORK: Create an elevator shaft withing existing House footprint									
PARTIES INVOLVED:									
CONT	WILKINS CONSTRUCTION								
ELEC	MYERS, BARRY D.								
FUEL	BLOSSMAN GAS INC								
O	MYERS, BARRY D.								
PLUM	MYERS, BARRY D.								
APPLICATION TOTALS						.00	209.10		

160860		529 SOUTH CHURCH ST PEACE WILLIAM K & CONSTANCE L		8885		PERMITS 02/01/17 - 02/28/17		PERMITS YEAR TO DATE	
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	FEES	FEES
B160860	BRR	ISSUED	01/03/17	07/02/17	0	.00	75,000		344.25

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DEPARTMENT: [Building Inspections](#)
PROJECT : [RESIDENTIAL REMODEL](#)

DETAIL

APPLICATION REF	LOCATION OWNER	ISSUED	EXPIRES	PARCEL CODE	EST VALUE	FEE	PERMITS YEAR TO DATE EST VALUE	PERMITS YEAR TO DATE FEES
E160860	ERL	01/03/17	07/02/17	0	0	.00	0	56.10
P160860	Res Plmbg	01/03/17	07/02/17	0	0	.00	0	71.40
DESC OF WORK: Remodel unfinished basement to finished living space with wet bar and half bath								
PARTIES INVOLVED:								
CONT	BRAITHWAITE CHRIS							
ELEC	ELECTRICIAN CONTRACTOR							
O	PEACE WILLIAM K & CONSTANCE L							
PLUM	R W BAYLISS SR							
APPLICATION TOTALS						.00		471.75

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 02/01/17 - 02/28/17 EST VALUE	PERMITS 02/01/17 - 02/28/17 FEES	PERMITS YEAR TO DATE EST VALUE	PERMITS YEAR TO DATE FEES
170004			3269 BISHOP MEADE RD HILLERSON JAY A &		4960			
B170004	BRR	ISSUED	01/05/17	08/07/17	0	.00	60,000	476.40
E170004	ERL	ISSUED	02/24/17	08/07/17	0	45.90	0	45.90
DESC OF WORK: Raise roof on back of house, build covered porch on E & N Remodel inside, replace 7 windows								
PARTIES INVOLVED:								
CONT	HILLERSON JAY A &							
ELEC	WATERLOO ELECTRIC SERVICE LLC							
O	HILLERSON JAY A &							
APPLICATION TOTALS						45.90		522.30

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 02/01/17 - 02/28/17 EST VALUE	PERMITS 02/01/17 - 02/28/17 FEES	PERMITS YEAR TO DATE EST VALUE	PERMITS YEAR TO DATE FEES
170012			114 EAST MAIN ST TUCKER LAURA GOFORTH		1536			
B170012	BRR	ISSUED	01/10/17	07/09/17	0	.00	30,000	137.70
DESC OF WORK: Remove gable roof from shed, add new prefab trusses Remove old and pour new slab in building								
PARTIES INVOLVED:								
CONT	GREG LEE BUILDERS LLC							
O	TUCKER LAURA GOFORTH							
O	GLENN MCINTIRE							
APPLICATION TOTALS						.00		137.70

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 02/01/17 - 02/28/17 EST VALUE	PERMITS 02/01/17 - 02/28/17 FEES	PERMITS YEAR TO DATE EST VALUE	PERMITS YEAR TO DATE FEES
170025			3347 SENSENY RD MARKLEY BRUCE L & SUSAN L		945			
B170025	BRR	ISSUED	01/12/17	08/28/17	0	.00	40,500	185.90

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PERMITS ISSUED ANALYSIS

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DEPARTMENT: [Building Inspections](#)
PROJECT : [RESIDENTIAL REMODEL](#)

DETAIL

APPLICATION REF	LOCATION OWNER	ISSUED	EXPIRES	PARCEL CODE	EST VALUE	FEES	PERMITS YEAR TO DATE EST VALUE	FEES
E170025	ERL	01/18/17	08/28/17	0	.00		0	56.10
DESC OF WORK: Converting 3 bedrooms w/walk in closets to 2 bedrooms w/walk in closets								
PARTIES INVOLVED:								
CONT	KEITH A. JOHNSON CONSTRUCTION, INC.							
ELEC	T & R SERVICES							
O	MARKLEY BRUCE L & SUSAN L							
APPLICATION TOTALS					.00			242.00

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 02/01/17 - 02/28/17 EST VALUE	FEES	PERMITS YEAR TO DATE EST VALUE	FEES
170032								
		1040 KENNEL RD FERRELL BRIAN E						
B170032	BRR	ISSUED	01/19/17	07/18/17	0	.00	0	102.00
DESC OF WORK: Install a water management system to sump pump in basement								
PARTIES INVOLVED:								
CONT	JES CONSTRUCTION							
O	FERRELL BRIAN E							
APPLICATION TOTALS					.00			102.00

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 02/01/17 - 02/28/17 EST VALUE	FEES	PERMITS YEAR TO DATE EST VALUE	FEES
170038								
		117 EAST MAIN ST AL ATTAR REAL ESTATE HOLDING, LLC						
B170038	BRR	ISSUED	01/20/17	08/23/17	0	.00	0	102.00
E170038	Com Elctrc	ISSUED	01/20/17	08/23/17	0	.00	0	86.70
E170038	Com Plmbg	ISSUED	01/20/17	08/23/17	0	.00	0	137.70
DESC OF WORK: Remove a divider wall 5' wide, add fixtures, install sinks and whirlpool chairs								
PARTIES INVOLVED:								
CONT	AL ATTAR REAL ESTATE HOLDING, LLC							
ELEC	AL ATTAR REAL ESTATE HOLDING, LLC							
O	AL ATTAR REAL ESTATE HOLDING, LLC							
PLUM	AL ATTAR REAL ESTATE HOLDING, LLC							
APPLICATION TOTALS					.00			326.40

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 02/01/17 - 02/28/17 EST VALUE	FEES	PERMITS YEAR TO DATE EST VALUE	FEES
170039								
		158 BEYDLER LN SHETTER WILLIAM B & PAMELA P						
B170039	BRR	ISSUED	01/23/17	08/22/17	0	.00	0	102.00
E170039	ERL	ISSUED	02/10/17	08/22/17	0	132.60	0	132.60

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DEPARTMENT: [Building Inspections](#)
PROJECT : [RESIDENTIAL REMODEL](#)

DETAIL

APPLICATION REF	LOCATION OWNER	ISSUED	EXPIRES	PARCEL CODE	EST VALUE	FEE	PERMITS EST VALUE	YEAR TO DATE FEE
P170039	Res Plmbg	02/23/17	08/22/17	0	81.60	0	81.60	
DESC OF WORK: Finish 2 rooms and a bath in the basement								
PARTIES INVOLVED:								
CONT	STEPHEN L. GEORGE, INC.							
ELEC								
O	SHETTER WILLIAM B & PAMELA P							
PLUM	JAMES C. DAWSON							
APPLICATION TOTALS						214.20		316.20

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS EST VALUE	PERMITS FEE	PERMITS EST VALUE	YEAR TO DATE FEE
170051								
		169 JOHN MOSBY HWY STEVE FLEMING			7216			
B170051	BRR	ISSUED	02/01/17	07/31/17	0	102.00	0	102.00
DESC OF WORK: Rebuild existing Log Cabin including foundation in same footprint.								
PARTIES INVOLVED:								
CONT	VERITAS CONTRACTING, LLC							
O	STEVE FLEMING							
APPLICATION TOTALS						102.00		102.00

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS EST VALUE	PERMITS FEE	PERMITS EST VALUE	YEAR TO DATE FEE
170072								
		2468 MOUNT CARMEL RD RIPLEY DAMIAN C & DEVON L BOWDEN			6354			
B170072	BRR	ISSUED	02/16/17	08/15/17	9,600	102.00	9,600	102.00
E170072	ERL	ISSUED	02/16/17	08/15/17	0	56.10	0	56.10
E170071-2	ERL	ISSUED	02/27/17	08/26/17	0	45.90	0	45.90
P170072	Res Plmbg	ISSUED	02/16/17	08/15/17	0	61.20	0	61.20
DESC OF WORK: Converting an existing screened in porch into a full bath Add Electric Service 200 amp on 2/27/2017								
PARTIES INVOLVED:								
CONT	RIPLEY DAMIAN C & DEVON L BOWDEN							
ELEC	RIPLEY DAMIAN C & DEVON L BOWDEN							
O	RIPLEY DAMIAN C & DEVON L BOWDEN							
PLUM	RIPLEY DAMIAN C & DEVON L BOWDEN							
APPLICATION TOTALS						265.20		265.20

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS EST VALUE	PERMITS FEE	PERMITS EST VALUE	YEAR TO DATE FEE
170077								
		312 HENDERSON CT JULIE ATWELLO			8144			

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DEPARTMENT: [Building Inspections](#)
PROJECT : [RESIDENTIAL REMODEL](#)

DETAIL

APPLICATION REF	LOCATION OWNER	ISSUED	EXPIRES	PARCEL CODE	EST VALUE	FEE	PERMITS YEAR TO DATE EST VALUE	FEE
B170077	BRR	02/16/17	08/15/17	56,025	257.15	56,025	257.15	
E170077	ERL	02/16/17	08/15/17	0	56.10	0	56.10	
P170077	Res Plmbg	02/16/17	08/15/17	0	71.40	0	71.40	
DESC OF WORK: Remodel basement								
PARTIES INVOLVED:								
CONT	BRAITHWAITE CHRIS							
ELEC	CHRIS BRAITHWAITE							
O	JULIE ATWELLQ							
PLUM	CHRIS BRAITHWAITE							
APPLICATION TOTALS						384.65	384.65	

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 02/01/17 - 02/28/17 EST VALUE	FEE	PERMITS YEAR TO DATE EST VALUE	FEE
170080			2689 SUMMIT POINT RD DYER WILLIAM G		158			
B170080	BRR	ISSUED	02/17/17	08/16/17	10,350	102.00	10,350	102.00
P170080	Res Plmbg	ISSUED	02/17/17	08/16/17	0	51.00	0	51.00
DESC OF WORK: Remodel basement with a waterproofing system with draintile and 2 sump pumps								
PARTIES INVOLVED:								
CONT	MID ATLANTIC WATERPROOFING OF VA, INC.							
O	DYER WILLIAM G							
PLUM	MID ATLANTIC WATERPROOFING OF VA, INC.							
APPLICATION TOTALS						153.00	153.00	

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 02/01/17 - 02/28/17 EST VALUE	FEE	PERMITS YEAR TO DATE EST VALUE	FEE
170084			3583 HARRY BYRD HWY HAGGARD HENRY K & GABRIELLE E		2609			
B170084	BRR	ISSUED	02/21/17	08/20/17	0	102.00	0	102.00
E170084	ERL	ISSUED	02/21/17	08/20/17	0	56.10	0	56.10
P170084	Res Plmbg	ISSUED	02/21/17	08/20/17	0	71.40	0	71.40
DESC OF WORK: Remodel Basement to include laundry, and mud rooms and half bath. Install plumbing and electricity								
PARTIES INVOLVED:								
CONT	HAGGARD HENRY K & GABRIELLE E							
ELEC	HAGGARD HENRY K & GABRIELLE E							
O	HAGGARD HENRY K & GABRIELLE E							
PLUM	HAGGARD HENRY K & GABRIELLE E							
APPLICATION TOTALS						229.50	229.50	

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 02/01/17 - 02/28/17 EST VALUE	FEE	PERMITS YEAR TO DATE EST VALUE	FEE
170085			3449 LOCKES MILL RD MILLER JOHN U JR		5250			

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PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 02/01/17 - 02/28/17 EST VALUE	FEES	PERMITS YEAR TO DATE EST VALUE	TO DATE FEES
DEPARTMENT: Building Inspections								
PROJECT : RESIDENTIAL REMODEL								
APPLICATION REF								
LOCATION OWNER								
B170085	BRR	ISSUED	02/22/17	08/23/17	133,200	661.39	133,200	661.39
E170085	ERL	ISSUED	02/22/17	08/23/17	0	209.10	0	209.10
DESC OF WORK: Remodel remaining structure on existing foundation after fire damage								
PARTIES INVOLVED:								
CONT	J & H CONSTRUCTION							
ELEC	MILLER JOHN U JR							
O	MILLER JOHN U JR							
APPLICATION TOTALS						870.49		870.49

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 02/01/17 - 02/28/17 EST VALUE	FEES	PERMITS YEAR TO DATE EST VALUE	TO DATE FEES	
170098									
719 MORNING STAR LN									
GILLIS CHRISTOPHER I									
8856									
B170098	BRR	ISSUED	02/28/17	08/27/17	48,750	223.77	48,750	223.77	
E170098	ERL	ISSUED	02/28/17	08/27/17	0	96.90	0	96.90	
M170098	Res Mech	ISSUED	02/28/17	08/27/17	0	81.60	0	81.60	
P170098	Res Plmbg	ISSUED	02/28/17	08/27/17	0	81.60	0	81.60	
DESC OF WORK: Finish 650 s.f. of space over garage, media/exercise room, bathroom and wet bar									
PARTIES INVOLVED:									
CONT	GILLIS CHRISTOPHER I								
ELEC	GILLIS CHRISTOPHER I								
MECH	GILLIS CHRISTOPHER I								
O	GILLIS CHRISTOPHER I								
PLUM	GILLIS CHRISTOPHER I								
APPLICATION TOTALS						483.87		483.87	
PROJECT TOTALS						257,925	2,748.81	688,875	6,473.18

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Clarke County
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DEPARTMENT: [Building Inspections](#)
PROJECT : [Solar Array System](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE			PERMITS 02/01/17 - 02/28/17	PERMITS YEAR TO DATE	
			EST VALUE	FEE	EST VALUE	FEE	
160849	614 BROWNTOWN RD SNOW NICHOLAS D & M CATHLEEN MCCOY	7767					
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEE	PERMITS YEAR TO DATE
B160849	Deck	ISSUED	12/14/16	06/12/17	0	.00	0 51.00
E160849	ERL	ISSUED	12/14/16	06/12/17	0	.00	0 91.80
DESC OF WORK:							
Install a ground mounted Solar Array System							
PARTIES INVOLVED:							
CONT	MOUNTAIN VIEW	SOLAR AND WIND					
ELEC	MOUNTAIN VIEW	SOLAR AND WIND					
O	SNOW NICHOLAS D & M CATHLEEN MCCOY						
APPLICATION TOTALS					.00		142.80
170081	375 DOUBLE WOOD LN WRIGHT PAMELA M TRUSTEE	8570					
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEE	PERMITS YEAR TO DATE
B170081	BRR	ISSUED	02/17/17	08/16/17	6,000	102.00	6,000 102.00
E170081	ERL	ISSUED	02/17/17	08/16/17	0	117.30	0 117.30
DESC OF WORK:							
Installation of 2 Solar Arrays, one on top of garage and the other mounted to top of the barn							
PARTIES INVOLVED:							
CONT	SUSTAINABLE TECHNOLOGY	INSTITUTE					
ELEC	SUSTAINABLE TECHNOLOGY	INSTITUTE					
ELEC	A POWER ELECTRIC, INC.						
O	WRIGHT PAMELA M TRUSTEE						
APPLICATION TOTALS						219.30	
PROJECT TOTALS					6,000	219.30	6,000 362.10

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DEPARTMENT: [Building Inspections](#)
PROJECT : [Demolition of Building](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE			PERMITS 02/01/17 - 02/28/17		PERMITS YEAR TO DATE	
			ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	FEES
170023	3125 CASTLEMAN RD BETHEL BAPTIST CHURCH	2622						
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	FEES
B170023	Demolition	ISSUED	01/12/17	07/11/17	0	.00	0	51.00
DESC OF WORK: Demolish building on site								
PARTIES INVOLVED:								
CONT	LSM MANAGEMENT LLC							
DEMO	LSM MANAGEMENT LLC							
O	BETHEL BAPTIST CHURCH							
APPLICATION TOTALS						.00	51.00	
170029	BURWELL CEMETERY INC	4965						
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	FEES
B170029	Demolition	ISSUED	01/17/17	07/16/17	0	.00	0	51.00
L170029	MAJOR LAND	ISSUED	01/17/17	07/16/17	0	.00	0	250.00
DESC OF WORK: Demolish building on property Major Land Disturbance to clear land								
PARTIES INVOLVED:								
DEMO	BURWELL CEMETERY INC							
O	BURWELL CEMETERY INC							
APPLICATION TOTALS						.00	301.00	
170054	188 CANNON BALL RD DAVIS GREGORY & JOANN CORNWELL	2447						
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	FEES
B170054	Demolition	ISSUED	02/02/17	08/07/17	0	51.00	0	51.00
DESC OF WORK: Demolish old home on property								
PARTIES INVOLVED:								
DEMO	GREGORY DAVIS							
O	DAVIS GREGORY & JOANN CORNWELL							
APPLICATION TOTALS						51.00	51.00	
170059	3449 LOCKES MILL RD MILLER JOHN U JR	5250						
PERMITS 02/01/17 - 02/28/17								
PERMITS YEAR TO DATE								

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 PERMIT NUMBER

TYPE

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 STATUS ISSUED

EXPIRES

EST VALUE

FEEES

EST VALUE

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 FEES

DEPARTMENT: [Building Inspections](#)
 PROJECT : [Demolition of Building](#)

DETAIL

APPLICATION REF	LOCATION OWNER	ISSUED	EXPIRES	PARCEL CODE	EST VALUE	FEEES	EST VALUE	FEES
B170059	Demolition	ISSUED	02/07/17 08/06/17	0	51.00		0	51.00

DESC OF WORK:
 Demolish home on site that was burned

PARTIES INVOLVED:
 CONT MILLER JOHN U JR
 DEMO MILLER JOHN U JR
 O MILLER JOHN U JR

APPLICATION TOTALS					51.00			51.00
PROJECT TOTALS				0	102.00		0	454.00
DEPARTMENT TOTALS				3,781,399	23,943.22		14,208,696	87,106.41
REPORT TOTALS				3,781,399	23,943.22		14,208,696	87,106.41
		PERMITS ISSUED		71			222	

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PERMIT SUMMARY REPORT FOR 2016

PRMT TYPE	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TTL	VALUE	FEES
BUILDING	13	14	29	28	28	29	26	19	22	29	4	2	243	26158283	152085.00
ELECTRICAL	18	12	24	29	26	31	23	28	23	29	12	11	266	0	14625.00
PLUMBING	2	2	19	13	10	22	12	15	13	10	5	3	126	5000	5710.00
MECHANICAL	15	9	17	12	13	19	8	13	11	15	11	9	152	10000	6705.00
EROSION	0	2	2	0	1	0	0	1	2	0	2	1	11	0	1700.00
GAS PERMIT	4	10	10	4	2	1	5	8	6	8	11	12	81	0	3580.00
DEMOLITION	0	0	1	0	1	1	2	1	1	0	0	0	7	50	350.00
TOTALS	52	49	102	86	81	103	76	85	78	91	45	38	886	26173333	184755.00

PROJECT CODE RECAP FOR PERMITS ISSUED: 1/01/2016 TO 12/31/2016

Description	# of Permits	Fees	Value
ADDITION COMMERCIAL	1	60.00	9,522
ACCESSORY BLDG RESIDENTIAL	13	4,621.00	513,221
ADDITION/REMODEL SINGLE	16	11,212.00	1,589,340
ADD/REM RESIDENCE SINGLE GARA	7	2,707.50	340,328
COMMERCIAL ACCESSORY	4	446.00	60,000
COMMERCIAL C/O	1	60.00	40
RESIDENTIAL CARPORT	1	140.00	7,160
DECK/PORCH	40	5,230.00	254,060
DEMOLITION OF BUILDING	7	350.00	50
ELECTRIC PERMITS	265	14,535.00	0
FIREPLACE/CHIMNEY	1	50.00	4,000
FOUNDATION PERMIT	1	50.00	0
GAS PERMITS	80	3,540.00	0
SCHOOLS/OFFICES GOVERNMENT	2	120.00	5,000
LAND DISTURBANCE PERMIT	11	1,700.00	0
MECHANICAL PERMITS	151	6,665.00	10,000
MODULAR/MANUFACTURED HOME	3	4,560.00	627,656
NEW RESIDENCE SINGLE FAMILY	48	103,464.00	18,724,497
NEW RESIDENCE TWO FAMILY	1	692.00	134,954
NEW SINGLE FAMILY GARAGE	1	389.00	30,283
OTHER NON RESIDENTIAL BUILDING	4	231.50	34,872
PLUMBING PERMITS	126	5,710.00	5,000
SWIMMING POOL/SPA	5	790.00	124,902
REMODEL CHURCH	1	2,629.50	584,324
REMODEL COMMERCIAL	3	630.00	134,795
RE-INSPECTION FEE	1	40.00	50
RELINE CHIMNEY	1	40.00	5,000

PROJECT CODE RECAP FOR PERMITS ISSUED: 1/01/2016 TO 12/31/2016

Description	# of Permits	Fees	Value
RENEWAL PERMIT	5	250.00	60,000
AMUSEMENT RIDES	1	198.00	0
REMODEL-MINIMUM FEE (COMM)	10	3,526.00	792,067
REMODEL-MINIMUM FEE	1	40.00	18,750
REMODEL-MINIMUM FEE (RES)	45	8,318.50	1,981,583
SIGN PERMIT	2	240.00	17,372
SOLAR ARRAY	4	328.00	64,635
TENTS OVER 900'	15	720.00	0
TOWERS/MONOPOLES	2	120.00	19,872
TRAILER	1	40.00	0
TOTALS	881	184443.00	26,153,333



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DEPARTMENT: Building Inspections

PROJECT TYPE	PERMITS FROM 04/01/16 TO 12/31/16				PERMITS YEAR TO DATE			
	ISSUED	VOIDED	EST VALUE	FEES	ISSUED	VOIDED	EST VALUE	FEES
<u>Residential Accessory</u>								
<u>Residential Accessory</u>	6	0	175,546	1,905.75	6	0	175,546	1,905.75
<u>Residential Electric</u>	1	0	0	81.60	1	0	0	81.60
<u>Residential Plumbing</u>	1	0	0	61.20	1	0	0	61.20
PROJECT TOTALS	8	0	175,546	2,048.55	8	0	175,546	2,048.55
<u>Residential Addition</u>								
<u>Residential Building Addition</u>	5	0	189,475	2,135.49	5	0	189,475	2,135.49
<u>Residential Electric</u>	2	0	0	163.20	2	0	0	163.20
<u>Residential Plumbing</u>	2	0	0	224.40	2	0	0	224.40
PROJECT TOTALS	9	0	189,475	2,523.09	9	0	189,475	2,523.09
<u>Commercial Deck/Porch no Roof</u>								
<u>Deck or Porch w/o Roof</u>	1	0	0	51.00	1	0	0	51.00
PROJECT TOTALS	1	0	0	51.00	1	0	0	51.00
<u>Commercial Temporary Trailer</u>								
<u>Commercial Temporary Trailer</u>	1	0	0	61.20	1	0	0	61.20
PROJECT TOTALS	1	0	0	61.20	1	0	0	61.20
<u>Residential Foundation</u>								
<u>Residential Foundation Permit</u>	1	0	0	51.00	1	0	0	51.00
PROJECT TOTALS	1	0	0	51.00	1	0	0	51.00
<u>Residential Garage</u>								
<u>Residential Garage</u>	10	0	410,433	3,383.88	10	0	410,433	3,383.88
<u>Residential Building Remodel</u>	1	0	0	102.00	1	0	0	102.00
<u>Residential Electric</u>	1	0	0	102.00	1	0	0	102.00
<u>Zoning Acc Struct S200</u>	1	0	0	200.00	1	0	0	200.00
PROJECT TOTALS	13	0	410,433	3,787.88	13	0	410,433	3,787.88
<u>Commercial New</u>								
<u>Commercial Building New</u>	1	0	0	61.20	1	0	0	61.20
PROJECT TOTALS	1	0	0	61.20	1	0	0	61.20
<u>Residential New</u>								
<u>Residential Building New</u>	15	0	6,030,590	32,544.44	15	0	6,030,590	32,544.44
<u>Residential Electric-New</u>	15	0	0	.00	15	0	0	.00
<u>Major Land Disturbance</u>	4	0	0	1,000.00	4	0	0	1,000.00
<u>Residential Mechanical-New</u>	15	0	0	.00	15	0	0	.00
<u>Residential Plumbing-New</u>	15	0	0	.00	15	0	0	.00
PROJECT TOTALS	64	0	6,030,590	33,544.44	64	0	6,030,590	33,544.44
<u>Commercial Remodel</u>								
<u>Commercial Building Remodel</u>	1	0	84,000	385.56	1	0	84,000	385.56



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DEPARTMENT: Building Inspections

PROJECT TYPE	PERMITS FROM 04/01/16 TO 12/31/16				PERMITS YEAR TO DATE			
	ISSUED	VOIDED	EST VALUE	FEEES	ISSUED	VOIDED	EST VALUE	FEEES
<u>Deck or Porch w/o Roof</u>	1	0	0	51.00	1	0	0	51.00
<u>Commercial Electric</u>	1	0	0	153.00	1	0	0	153.00
<u>Commercial Mechanical</u>	1	0	0	61.20	1	0	0	61.20
<u>Commercial Plumbing</u>	1	0	0	107.10	1	0	0	107.10
PROJECT TOTALS	5	0	84,000	757.86	5	0	84,000	757.86
<u>Residential Deck/Porch no Roof</u>								
<u>Deck or Porch w/o Roof</u>	5	0	0	255.00	5	0	0	255.00
PROJECT TOTALS	5	0	0	255.00	5	0	0	255.00
<u>Residential Deck/Porch w/Roof</u>								
<u>Deck/Porch with Roof</u>	2	0	0	153.00	2	0	0	153.00
PROJECT TOTALS	2	0	0	153.00	2	0	0	153.00
RESIDENTIAL REMODEL								
<u>Residential Building Remodel</u>	5	0	225,450	1,238.82	5	0	225,450	1,238.82
<u>Residential Electric</u>	3	0	0	285.60	3	0	0	285.60
<u>Residential Gas</u>	1	0	0	40.80	1	0	0	40.80
<u>Residential Plumbing</u>	3	0	0	153.00	3	0	0	153.00
PROJECT TOTALS	12	0	225,450	1,718.22	12	0	225,450	1,718.22
<u>Solar Array System</u>								
<u>Deck or Porch w/o Roof</u>	1	0	0	51.00	1	0	0	51.00
<u>Residential Electric</u>	1	0	0	91.80	1	0	0	91.80
PROJECT TOTALS	2	0	0	142.80	2	0	0	142.80
DEPARTMENT TOTALS	124	0	7,115,494	45,155.24	124	0	7,115,494	45,155.24
REPORT TOTALS	124	0	7,115,494	45,155.24	124	0	7,115,494	45,155.24

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DEPARTMENT: Building Inspections
PROJECT : Residential Accessory

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE			PERMITS 04/01/16 - 12/31/16	PERMITS YEAR TO DATE		
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEE	EST VALUE	FEE
<u>160509</u>		808 BOOM RD <u>FRAZIER DONN A</u>			<u>2513</u>			
B160509	<u>BRA</u>	ISSUED	04/20/16	01/26/17	32,806	350.58	32,806	350.58
E160509	<u>EEL</u>	ISSUED	04/20/16	01/26/17	0	81.60	0	81.60
P160509	<u>Res Plmbg</u>	ISSUED	04/20/16	01/26/17	0	61.20	0	61.20
APPLICATION TOTALS						493.38		493.38
<u>160821</u>		303 LIME MARL LN <u>SUMMERFIELD TIMOTHY L & LISA L</u>			<u>4945</u>			
B160821	<u>BRA</u>	ISSUED	11/18/16	05/17/17	12,000	155.08	12,000	155.08
APPLICATION TOTALS						155.08		155.08
<u>160831</u>		688 PINE GROVE RD <u>TAPSCOTT ROGER WAYNE</u>			<u>5557</u>			
B160831	<u>BRA</u>	ISSUED	11/22/16	05/21/17	72,000	530.48	72,000	530.48
APPLICATION TOTALS						530.48		530.48
<u>160839</u>		677 STRINGTOWN RD <u>ALLISON ADAM R & TINA L</u>			<u>668</u>			
B160839	<u>BRA</u>	ISSUED	12/09/16	06/07/17	12,600	257.83	12,600	257.83
APPLICATION TOTALS						257.83		257.83
<u>160845</u>		400 KIMBLE RD <u>ALGER FRED H JR & JANET C</u>			<u>587</u>			
B160845	<u>BRA</u>	ISSUED	12/27/16	06/25/17	22,140	301.62	22,140	301.62
APPLICATION TOTALS						301.62		301.62
<u>160859</u>		2270 CALMES NECK LN <u>INDIE DEVELOPMENT LLC</u>			<u>9333</u>			
					PERMITS 04/01/16 - 12/31/16		PERMITS YEAR TO DATE	



PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEE	EST VALUE	DETAIL
DEPARTMENT: Building Inspections								
PROJECT : Residential Accessory								
APPLICATION REF		LOCATION OWNER			PARCEL CODE			
B160859	BRA	ISSUED	12/29/16	06/27/17	24,000	310.16	24,000	310.16
APPLICATION TOTALS						310.16		310.16
PROJECT TOTALS						2,048.55	175,546	2,048.55



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Clarke County
PERMITS ISSUED ANALYSIS

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DEPARTMENT: Building Inspections
PROJECT : Residential Addition

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE			PERMITS 04/01/16 - 12/31/16	PERMITS YEAR TO DATE		
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEE	EST VALUE	FEE
<u>160809</u>		116 SOUTH CHURCH ST <u>TUCKAHOE SOLUTIONS INC</u>			<u>2109</u>			
B160809	<u>BRAD</u>	ISSUED	11/09/16	06/28/17	0	465.80	0	465.80
P160809	<u>Res Plmbg</u>	ISSUED	11/09/16	06/28/17	0	122.40	0	122.40
APPLICATION TOTALS						588.20		588.20
<u>160817</u>		30 STONEBRIER LN <u>GRAY BENJAMIN J & STEFANIE M</u>			<u>224</u>			
B160817	<u>BRAD</u>	ISSUED	11/16/16	05/28/17	97,329	696.74	97,329	696.74
APPLICATION TOTALS						696.74		696.74
<u>160824</u>		216 CHAMBERLAIN ST <u>DILLON LAWRENCE P & ELIZABETH C</u>			<u>9295</u>			
B160824	<u>BRAD</u>	ISSUED	11/15/16	07/25/17	21,403	98.24	21,403	98.24
E160824	<u>ERL</u>	ISSUED	11/15/16	07/25/17	0	56.10	0	56.10
APPLICATION TOTALS						154.34		154.34
<u>160829</u>		9116 JOHN MOSBY HWY <u>GRUBBS PRESTON D</u>			<u>4544</u>			
B160829	<u>BRAD</u>	ISSUED	12/09/16	06/07/17	61,281	581.28	61,281	581.28
APPLICATION TOTALS						581.28		581.28
<u>160838</u>		1732 MILLWOOD RD <u>HOLLOWAY PAULINE E TRUST</u>			<u>6124</u>			
B160838	<u>BRAD</u>	ISSUED	12/01/16	07/19/17	9,462	293.43	9,462	293.43
E160838	<u>ERL</u>	ISSUED	12/14/16	07/19/17	0	107.10	0	107.10
P160838	<u>Res Plmbg</u>	ISSUED	12/14/16	07/19/17	0	102.00	0	102.00
APPLICATION TOTALS						502.53		502.53
PROJECT TOTALS					189,475	2,523.09	189,475	2,523.09



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Clarke County
PERMITS ISSUED ANALYSIS

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DEPARTMENT: [Building Inspections](#)
PROJECT : [Commercial Deck/Porch no Roof](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE			PERMITS 04/01/16 - 12/31/16	PERMITS YEAR TO DATE		
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEE	EST VALUE	FEE
160832		32 EAST MAIN ST BOARD OF SUPERVISORS OF CLARKE CO			1531			
B160832	Deck	ISSUED	11/21/16	05/20/17	0	51.00	0	51.00
APPLICATION TOTALS						51.00		51.00
PROJECT TOTALS					0	51.00	0	51.00



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Clarke County
PERMITS ISSUED ANALYSIS

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DEPARTMENT: Building Inspections
PROJECT : Commercial Temporary Trailer

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE			PERMITS 04/01/16 - 12/31/16	PERMITS YEAR TO DATE		
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEE	EST VALUE	FEE
<u>160843</u>		317 WEST MAIN ST <u>CLARKE COUNTY PRIMARY SCHOOL</u>			<u>1947</u>			
B160843	<u>C Trailer</u>	ISSUED	12/09/16	06/07/17	0	61.20	0	61.20
APPLICATION TOTALS						61.20		61.20
PROJECT TOTALS					0	61.20	0	61.20



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Clarke County
PERMITS ISSUED ANALYSIS

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DEPARTMENT: Building Inspections
PROJECT : Residential Foundation

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE			PERMITS 04/01/16 - 12/31/16	PERMITS YEAR TO DATE		
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEE	EST VALUE	FEE
<u>160804</u>		420 DELANY CT <u>TERRY WALLACE</u>			<u>918B</u>			
B160804	<u>Found RL</u>	ISSUED	11/04/16	05/03/17	0	51.00	0	51.00
APPLICATION TOTALS						51.00		51.00
PROJECT TOTALS					0	51.00	0	51.00



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Clarke County
PERMITS ISSUED ANALYSIS

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DEPARTMENT: Building Inspections
PROJECT : Residential Garage

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE			PERMITS 04/01/16 - 12/31/16	PERMITS YEAR TO DATE		
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEE	EST VALUE	FEE
<u>160800</u>		311 SOUTH CHURCH ST <u>JOHNSON BROCK</u>			<u>2244</u>			
B160800	BRG	ISSUED	11/07/16	05/28/17	65,292	299.69	65,292	299.69
APPLICATION TOTALS						299.69	299.69	
<u>160802</u>		191 BUTLER LN <u>CANTRELL CLIFFORD B & JAN W</u>			<u>4573</u>			
B160802	BRG	ISSUED	11/21/16	06/12/17	72,679	583.60	72,679	583.60
APPLICATION TOTALS						583.60	583.60	
<u>160803</u>		1440 BEECHWOOD LN <u>THIEL JOHN R & EVELYN JORAN-THIEL</u>			<u>4329</u>			
B160803	BRG	ISSUED	11/10/16	05/09/17	50,472	231.66	50,472	231.66
APPLICATION TOTALS						231.66	231.66	
<u>160805</u>		105 GRIGSBY LN <u>NEWCOMBE KERRY & JEFFREY D GRUBB</u>			<u>5326</u>			
B160805	BRG	ISSUED	11/04/16	05/03/17	48,453	222.40	48,453	222.40
APPLICATION TOTALS						222.40	222.40	
<u>160807</u>		2247 PARSHALL RD <u>HART JANE A</u>			<u>5339</u>			
B160807	BRG	ISSUED	11/08/16	06/01/17	24,226	111.20	24,226	111.20
B160807B	BRG	ISSUED	11/08/16	06/01/17	0	102.00	0	102.00
160807	Zoning 200	ISSUED	11/08/16		0	200.00	0	200.00
APPLICATION TOTALS						413.20	413.20	
<u>160814</u>		19421 BLUE RIDGE MTN RD <u>REID THEODORE S & WANDA S</u>			<u>6583</u>			
					PERMITS 04/01/16 - 12/31/16		PERMITS YEAR TO DATE	



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PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	DETAIL	
DEPARTMENT: <u>Building Inspections</u>									
PROJECT : <u>Residential Garage</u>									
APPLICATION REF		LOCATION OWNER			PARCEL CODE				
B160814	<u>BRG</u>	ISSUED	11/28/16	05/27/17	24,226	361.20	24,226	361.20	
APPLICATION TOTALS						361.20		361.20	
<u>160816</u>		<u>525 SUMMIT POINT RD HUTCHINSON STEVEN</u>			<u>728</u>				
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 04/01/16 - 12/31/16 EST VALUE	FEES	PERMITS YEAR TO DATE EST VALUE	FEES	
B160816	<u>BRG</u>	ISSUED	11/10/16	05/09/17	50,472	481.66	50,472	481.66	
E160816	<u>EEL</u>	ISSUED	11/10/16	05/09/17	0	102.00	0	102.00	
APPLICATION TOTALS						583.66		583.66	
<u>160820</u>		<u>19315 BLUE RIDGE MTN RD JONATHAN ENGLISH</u>			<u>6646</u>				
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 04/01/16 - 12/31/16 EST VALUE	FEES	PERMITS YEAR TO DATE EST VALUE	FEES	
B160820	<u>BRG</u>	ISSUED	11/21/16	05/20/17	22,207	351.93	22,207	351.93	
APPLICATION TOTALS						351.93		351.93	
<u>160823</u>		<u>156 WEST CRESCENT ST FRANCISCO SANDOVAL</u>			<u>4731</u>				
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 04/01/16 - 12/31/16 EST VALUE	FEES	PERMITS YEAR TO DATE EST VALUE	FEES	
B160823	<u>BRG</u>	ISSUED	11/16/16	05/15/17	22,123	351.54	22,123	351.54	
APPLICATION TOTALS						351.54		351.54	
<u>160828</u>		<u>5720 HARRY BYRD HWY TALLEY KEVIN L</u>			<u>2424</u>				
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 04/01/16 - 12/31/16 EST VALUE	FEES	PERMITS YEAR TO DATE EST VALUE	FEES	
B160828	<u>BRG</u>	ISSUED	11/18/16	05/17/17	30,283	389.00	30,283	389.00	
APPLICATION TOTALS						389.00		389.00	
PROJECT TOTALS					410,433	3,787.88	410,433	3,787.88	



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Clarke County
PERMITS ISSUED ANALYSIS

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DEPARTMENT: [Building Inspections](#)
PROJECT : [Commercial New](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE			PERMITS 04/01/16 - 12/31/16	PERMITS YEAR TO DATE		
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEE	EST VALUE	FEE
160504		201 TOM WHITACRE CIR TOWN OF BERRYVILLE			1118			
B160504	BCN	ISSUED	04/25/16	04/04/17	0	61.20	0	61.20
APPLICATION TOTALS					0	61.20	0	61.20
PROJECT TOTALS					0	61.20	0	61.20



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Clarke County
PERMITS ISSUED ANALYSIS

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DEPARTMENT: Building Inspections
PROJECT : Residential New

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE						
<u>160501</u>	119 GOOD SHEPHERD RD <u>MARGARET MILEY</u>	<u>5544</u>						
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 04/01/16 - 12/31/16 EST VALUE	FEES	PERMITS YEAR TO DATE EST VALUE	FEES
B160501	<u>BRN</u>	ISSUED	04/18/16	07/27/17	215,308	1,418.27	215,308	1,418.27
E160501	<u>Res Elec N</u>	ISSUED	04/18/16	10/15/16	0	.00	0	.00
L160501	<u>MAJOR LAND</u>	ISSUED	04/18/16	07/27/17	0	250.00	0	250.00
M160501	<u>Res Mech N</u>	ISSUED	04/18/16	10/15/16	0	.00	0	.00
P160501	<u>Res Plmb N</u>	ISSUED	04/18/16	10/15/16	0	.00	0	.00
APPLICATION TOTALS						1,668.27		1,668.27
<u>160507</u>	19646 BLUE RIDGE MTN RD <u>KURT HOFFMAN</u>	<u>7854</u>						
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 04/01/16 - 12/31/16 EST VALUE	FEES	PERMITS YEAR TO DATE EST VALUE	FEES
B160507	<u>BRN</u>	ISSUED	04/19/16	05/22/17	339,768	2,081.34	339,768	2,081.34
E160507	<u>Res Elec N</u>	ISSUED	04/19/16	05/22/17	0	.00	0	.00
L160507	<u>MAJOR LAND</u>	ISSUED	04/19/16	05/22/17	0	250.00	0	250.00
M160507	<u>Res Mech N</u>	ISSUED	04/19/16	05/22/17	0	.00	0	.00
P160507	<u>Res Plmb N</u>	ISSUED	04/19/16	05/22/17	0	.00	0	.00
APPLICATION TOTALS						2,331.34		2,331.34
<u>160511</u>	1375 WRIGHTS MILL RD <u>HENRY MELIUS</u>	<u>257</u>						
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 04/01/16 - 12/31/16 EST VALUE	FEES	PERMITS YEAR TO DATE EST VALUE	FEES
B160511	<u>BRN</u>	ISSUED	04/26/16		339,482	2,381.02	339,482	2,381.02
E160511	<u>Res Elec N</u>	ISSUED	04/26/16		0	.00	0	.00
M160511	<u>Res Mech N</u>	ISSUED	04/26/16		0	.00	0	.00
P160511	<u>Res Plmb N</u>	ISSUED	04/26/16		0	.00	0	.00
APPLICATION TOTALS						2,381.02		2,381.02
<u>160811</u>	19616 BLUE RIDGE MTN RD <u>MARUSICH JOHN & KRISTEN</u>	<u>6629</u>						
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 04/01/16 - 12/31/16 EST VALUE	FEES	PERMITS YEAR TO DATE EST VALUE	FEES
B160811	<u>BRN</u>	ISSUED	11/18/16	06/28/17	312,300	2,056.46	312,300	2,056.46
E160811	<u>Res Elec N</u>	ISSUED	11/18/16	06/28/17	0	.00	0	.00
L160811	<u>MAJOR LAND</u>	ISSUED	11/18/16	06/28/17	0	250.00	0	250.00
M160811	<u>Res Mech N</u>	ISSUED	11/18/16	06/28/17	0	.00	0	.00
P160811	<u>Res Plmb N</u>	ISSUED	11/18/16	06/28/17	0	.00	0	.00
APPLICATION TOTALS						2,306.46		2,306.46



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Clarke County
PERMITS ISSUED ANALYSIS
726 MCGUIRE CIR
RICHMOND AMERICAN HOMES OF

9133

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PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 04/01/16 - 12/31/16 EST VALUE	FEES	PERMITS YEAR TO DATE EST VALUE	FEES
DEPARTMENT: <u>Building Inspections</u>								
PROJECT : <u>Residential New</u>								
APPLICATION REF LOCATION PARCEL CODE								
B160822	<u>BRN</u>	ISSUED	11/17/16	05/16/17	548,331	2,516.84	548,331	2,516.84
E160822	<u>Res Elec N</u>	ISSUED	11/17/16	05/16/17	0	.00	0	.00
M160822	<u>Res Mech N</u>	ISSUED	11/17/16	05/16/17	0	.00	0	.00
P160822	<u>Res Plmb N</u>	ISSUED	11/17/16	05/16/17	0	.00	0	.00
APPLICATION TOTALS						2,516.84		2,516.84

160825 3575 LORD FAIRFAX HWY
MANOCHEHRI-KALANTARI

697

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 04/01/16 - 12/31/16 EST VALUE	FEES	PERMITS YEAR TO DATE EST VALUE	FEES
DEPARTMENT: <u>Building Inspections</u>								
PROJECT : <u>Residential New</u>								
APPLICATION REF LOCATION PARCEL CODE								
B160825	<u>BRN</u>	ISSUED	11/16/16	07/27/17	597,954	3,628.61	597,954	3,628.61
E160825	<u>Res Elec N</u>	ISSUED	11/16/16	07/27/17	0	.00	0	.00
M160825	<u>Res Mech N</u>	ISSUED	11/16/16	07/27/17	0	.00	0	.00
P160825	<u>Res Plmb N</u>	ISSUED	11/16/16	07/27/17	0	.00	0	.00
APPLICATION TOTALS						3,628.61		3,628.61

160826 487 ANAMARIA LN
LICKING VALLEY CONSTRUCTION

6855

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 04/01/16 - 12/31/16 EST VALUE	FEES	PERMITS YEAR TO DATE EST VALUE	FEES
DEPARTMENT: <u>Building Inspections</u>								
PROJECT : <u>Residential New</u>								
APPLICATION REF LOCATION PARCEL CODE								
B160826	<u>BRN</u>	ISSUED	11/16/16	07/25/17	338,809	2,178.93	338,809	2,178.93
E160826	<u>Res Elec N</u>	ISSUED	11/16/16	07/25/17	0	.00	0	.00
M160826	<u>Res Mech N</u>	ISSUED	11/16/16	07/25/17	0	.00	0	.00
P160826	<u>Res Plmb N</u>	ISSUED	11/16/16	07/25/17	0	.00	0	.00
APPLICATION TOTALS						2,178.93		2,178.93

160834 749 MCGUIRE CIR
RICHMOND AMERICAN HOMES OF

9103

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 04/01/16 - 12/31/16 EST VALUE	FEES	PERMITS YEAR TO DATE EST VALUE	FEES
DEPARTMENT: <u>Building Inspections</u>								
PROJECT : <u>Residential New</u>								
APPLICATION REF LOCATION PARCEL CODE								
B160834	<u>BRN</u>	ISSUED	11/30/16	05/29/17	350,230	1,647.56	350,230	1,647.56
E160834	<u>Res Elec N</u>	ISSUED	11/30/16	05/29/17	0	.00	0	.00
M160834	<u>Res Mech N</u>	ISSUED	11/30/16	05/29/17	0	.00	0	.00
P160834	<u>Res Plmb N</u>	ISSUED	11/30/16	05/29/17	0	.00	0	.00
APPLICATION TOTALS						1,647.56		1,647.56

160835 420 DELANY CT
TERRY WALLACE

9188

PERMITS 04/01/16 - 12/31/16 PERMITS YEAR TO DATE



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PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	DETAIL
DEPARTMENT: <u>Building Inspections</u>								
PROJECT : <u>Residential New</u>								
APPLICATION REF	LOCATION		PARCEL CODE					
	OWNER							
B160835	BRN	ISSUED	11/29/16	05/28/17	448,042	2,301.31	448,042	2,301.31
E160835	Res Elec N	ISSUED	11/29/16	05/28/17	0	.00	0	.00
M160835	Res Mech N	ISSUED	11/29/16	05/28/17	0	.00	0	.00
P160835	Res Plmb N	ISSUED	11/29/16	05/28/17	0	.00	0	.00
APPLICATION TOTALS						2,301.31		2,301.31
<u>160817</u>	<u>732 MCGUIRE CIR</u> <u>RICHMOND AMERICAN HOMES</u>				<u>9134</u>			
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 04/01/16 - 12/31/16 EST VALUE	FEES	PERMITS YEAR TO DATE EST VALUE	FEES
B160837	BRN	ISSUED	11/30/16	05/29/17	386,849	1,876.64	386,849	1,876.64
E160837	Res Elec N	ISSUED	11/30/16	05/29/17	0	.00	0	.00
M160837	Res Mech N	ISSUED	11/30/16	05/29/17	0	.00	0	.00
P160837	Res Plmb N	ISSUED	11/30/16	05/29/17	0	.00	0	.00
APPLICATION TOTALS						1,876.64		1,876.64
<u>160850</u>	<u>721 MCGUIRE CIR</u> <u>RICHMOND AMERICAN HOMES</u>				<u>9096</u>			
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 04/01/16 - 12/31/16 EST VALUE	FEES	PERMITS YEAR TO DATE EST VALUE	FEES
B160850	BRN	ISSUED	12/15/16	06/13/17	394,113	1,859.98	394,113	1,859.98
E160850	Res Elec N	ISSUED	12/15/16	06/13/17	0	.00	0	.00
M160850	Res Mech N	ISSUED	12/15/16	06/13/17	0	.00	0	.00
P160850	Res Plmb N	ISSUED	12/15/16	06/13/17	0	.00	0	.00
APPLICATION TOTALS						1,859.98		1,859.98
<u>160854</u>	<u>725 MCGUIRE CIR</u> <u>RICHMOND AMERICAN HOMES</u>				<u>9097</u>			
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 04/01/16 - 12/31/16 EST VALUE	FEES	PERMITS YEAR TO DATE EST VALUE	FEES
B160854	BRN	ISSUED	12/27/16	07/25/17	508,764	2,335.23	508,764	2,335.23
E160854	Res Elec N	ISSUED	12/27/16	07/25/17	0	.00	0	.00
M160854	Res Mech N	ISSUED	12/27/16	07/25/17	0	.00	0	.00
P160854	Res Plmb N	ISSUED	12/27/16	07/25/17	0	.00	0	.00
APPLICATION TOTALS						2,335.23		2,335.23
<u>160855</u>	<u>729 MCGUIRE CIR</u> <u>RICHMOND AMERICAN HOMES</u>				<u>9098</u>			
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 04/01/16 - 12/31/16 EST VALUE	FEES	PERMITS YEAR TO DATE EST VALUE	FEES
B160855	BRN	ISSUED	12/27/16	06/25/17	546,560	2,508.71	546,560	2,508.71
E160855	Res Elec N	ISSUED	12/27/16	06/25/17	0	.00	0	.00
M160855	Res Mech N	ISSUED	12/27/16	06/25/17	0	.00	0	.00



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Clarke County
PERMITS ISSUED ANALYSIS

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DEPARTMENT: Building Inspections
PROJECT : Residential New

DETAIL

APPLICATION REF	LOCATION OWNER	ISSUED	EXPIRES	PARCEL CODE	EST VALUE	FEE	PERMITS YEAR TO DATE EST VALUE	PERMITS YEAR TO DATE FEES
P160855	<u>Res Plmb N</u>	ISSUED	12/27/16 06/25/17	0	.00	0	0	.00
APPLICATION TOTALS					2,508.71		2,508.71	

<u>160856</u>				<u>714 MCGUIRE CIR</u>		<u>9131</u>		PERMITS 04/01/16 - 12/31/16		PERMITS YEAR TO DATE	
<u>RICHMOND AMERICAN HOMES</u>				ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	FEES	EST VALUE	FEES
B160856	<u>BRN</u>	ISSUED	12/27/16 07/19/17	12/27/16	07/19/17	366,130	1,680.54	366,130	1,680.54	1,680.54	
E160856	<u>Res Elec N</u>	ISSUED	12/27/16 07/19/17	0	0	0	.00	0	.00	0	.00
M160856	<u>Res Mech N</u>	ISSUED	12/27/16 07/19/17	0	0	0	.00	0	.00	0	.00
P160856	<u>Res Plmb N</u>	ISSUED	12/27/16 07/19/17	0	0	0	.00	0	.00	0	.00
APPLICATION TOTALS							1,680.54		1,680.54		

<u>160858</u>				<u>2270 CALMES NECK LN</u>		<u>9333</u>		PERMITS 04/01/16 - 12/31/16		PERMITS YEAR TO DATE	
<u>INDIE DEVELOPMENT LLC</u>				ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	FEES	EST VALUE	FEES
B160858	<u>BRN</u>	ISSUED	12/29/16 06/27/17	12/29/16	06/27/17	337,950	2,073.00	337,950	2,073.00	2,073.00	
E160858	<u>Res Elec N</u>	ISSUED	12/29/16 06/27/17	0	0	0	.00	0	.00	0	.00
L160858	<u>MAJOR LAND</u>	ISSUED	12/29/16 06/27/17	0	0	0	250.00	0	250.00	0	250.00
M160858	<u>Res Mech N</u>	ISSUED	12/29/16 06/27/17	0	0	0	.00	0	.00	0	.00
P160858	<u>Res Plmb N</u>	ISSUED	12/29/16 06/27/17	0	0	0	.00	0	.00	0	.00
APPLICATION TOTALS							2,323.00		2,323.00		
PROJECT TOTALS							6,030,590	33,544.44	6,030,590	33,544.44	



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Clarke County
PERMITS ISSUED ANALYSIS

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DEPARTMENT: [Building Inspections](#)
PROJECT : [Residential Deck/Porch no Roof](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE					PERMITS YEAR TO DATE		
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 04/01/16 - 12/31/16 EST VALUE	FEE	PERMITS EST VALUE	YEAR TO DATE FEE	
160808		127 EAST FAIRFAX ST COUNES DALE L			1696				
B160812	Deck	ISSUED	11/09/16	06/05/17	0	51.00	0	51.00	
B160812B	Deck	ISSUED	11/09/16	06/05/17	0	51.00	0	51.00	
APPLICATION TOTALS						102.00		102.00	
160815		508 PYLETOWN RD SHAW DRAKE B & CATRYN C			4694				
B102825	Deck	ISSUED	11/17/16	05/16/17	0	51.00	0	51.00	
APPLICATION TOTALS						51.00		51.00	
160847		381 BARBOUR LN FAIRBANKS JEFFREY R & MARCIA A			906				
B160847	Deck	ISSUED	12/14/16	06/12/17	0	51.00	0	51.00	
APPLICATION TOTALS						51.00		51.00	
160852		110 BATTLETOWN DR MITCHELL SARA			7531				
B160852	Deck	ISSUED	12/16/16	08/09/17	0	51.00	0	51.00	
APPLICATION TOTALS						51.00		51.00	
PROJECT TOTALS						0	255.00	0	255.00



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Clarke County
PERMITS ISSUED ANALYSIS

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DEPARTMENT: [Building Inspections](#)
PROJECT : [Residential Deck/Porch w/Roof](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE			PERMITS 04/01/16 - 12/31/16	PERMITS YEAR TO DATE		
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	EST VALUE	FEES	FEES
160833	201 JACKSON DR OSBORNE STUART D	8021						
B160833	Deck w Rf	ISSUED	11/21/16	05/20/17	0	0	51.00	51.00
APPLICATION TOTALS							51.00	51.00
160841	775 MCGUIRE CIR DICK SMALL	9109						
B160841	Deck w Rf	ISSUED	12/12/16	07/23/17	0	0	102.00	102.00
APPLICATION TOTALS							102.00	102.00
PROJECT TOTALS					0		153.00	153.00



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Clarke County
PERMITS ISSUED ANALYSIS

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DEPARTMENT: Building Inspections
PROJECT : RESIDENTIAL REMODEL

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE			
PROJECT TOTALS		225,450	1,718.22	225,450	1,718.22



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Clarke County
PERMITS ISSUED ANALYSIS

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DEPARTMENT: [Building Inspections](#)
PROJECT : [Solar Array System](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE			PERMITS 04/01/16 - 12/31/16	PERMITS YEAR TO DATE		
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	FEES
160849		614 BROWNTOWN RD SNOW NICHOLAS D & M CATHLEEN MCCOY						
B160849	Deck	ISSUED	12/14/16	06/12/17	0	51.00	0	51.00
E160849	ERL	ISSUED	12/14/16	06/12/17	0	91.80	0	91.80
APPLICATION TOTALS						142.80		142.80
PROJECT TOTALS					0	142.80	0	142.80
DEPARTMENT TOTALS					7,115,494	45,155.24	7,115,494	45,155.24
REPORT TOTALS					7,115,494	45,155.24	7,115,494	45,155.24
		PERMITS ISSUED			124		124	

** END OF REPORT - Generated by Angela Cather **

COUNTY OF CLARKE CIRCUIT COURT
 MONTH END DEEDS OF PARTITION AND CONVEYANCE
 LOCAL TAXATION DEPARTMENT
 COUNTY
 FOR FEBRUARY, 2017

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
02/01/17	17-213	PROFESSIONAL FORECLOSURE CORP	N WELLS FARGO BANK NA P O BOX 3476 FORT MILL, SC. 29715	N 76,672.67	DTF	100%
		RECORDED TIME: 03:02				
		DESCRIPTION 1: CHAPEL DISTRICT, 0.6315 ACRES				78,900 Imp.
		DATE OF DEED : 01/27/17 BOOK: 613 PAGE: 30 MAP: 21A2-A-29			PIN:	
		NUMBER PAGES : 0				
02/01/17	17-210	SCHEER, FRANK R; II; AT AL; TR Y	SCHEER, FRANK R, REV TR 12 E ROSEMONT AVE ALEXANDRIA, VA. 22301	N .00	DBS	100%
		RECORDED TIME: 10:15				
		DESCRIPTION 1: TOWN OF BOYCE				
		DATE OF DEED : 00/00/00 BOOK: 613 PAGE: 23 MAP: 21A1-A73			PIN:	
		NUMBER PAGES : 0				
02/01/17	4363	GOODSON, GARNETTE XPHILIA	N/A	.00	PROBATE	00%
		RECORDED TIME: 16:39	N/A			
		DESCRIPTION 1: 20% INTEREST IN PROPERTY IN CLARKE COUNTY				
		DATE OF DEED : 02/01/17 BOOK: 99 PAGE: 13 MAP:			PIN:	
		NUMBER PAGES : 0				
02/02/17	17-226	TREDWAY, SCOTT O, ETUX	N MEADOWS, TIMOTHY F 540 CATHER ROAD BERRYVILLE, VA. 22611	N 485,000.00	DBS	100%
		RECORDED TIME: 01:05				
		DESCRIPTION 1: LONGMARSH DISTRICT, LOT 3				462,100. Imp.
		DATE OF DEED : 00/00/00 BOOK: 613 PAGE: 81 MAP: 7-5-3			PIN:	
		NUMBER PAGES : 0				
02/02/17	17-215	RICHMOND AMERICAN HOMES OF VA	N BOIES, PETER & TRACY 774 MCGUIRE CIRCLE BERRYVILLE, VA. 22611	N 530,996.00	DBS	100%
		RECORDED TIME: 12:15				
		DESCRIPTION 1: BATTLETOWN DISTRICT, LOT 50				45,000. Vac.
		DATE OF DEED : 01/31/17 BOOK: 613 PAGE: 34 MAP: 14C-1-50			PIN:	
		NUMBER PAGES : 0				
02/02/17	17-217	BOSWELL, DEBORAH L	N FABIS, JOSEPH & MARGARET 165 TOY HILL LANE BLUEMONT, VA. 20135	N 375,000.00	DBS	100%
		RECORDED TIME: 12:25				
		DESCRIPTION 1: CHAPEL DISTRICT, LOT 6, 10.0445 ACRES W/RS				366,100. Imp
		DATE OF DEED : 01/25/17 BOOK: 613 PAGE: 50 MAP: 25-1-6			PIN:	
		NUMBER PAGES : 0				
02/03/17	17-235	HARRIS, LINDSAY	N SCHAFFER, PETER K, JR N/A	N .00	OPM	100%
		RECORDED TIME: 02:02				
		DESCRIPTION 1: BATTLETOWN DIST				
		DATE OF DEED : 00/00/00 BOOK: 12 PAGE: 56 MAP:			PIN:	
		NUMBER PAGES : 1				
02/03/17	17-233	CHAMBERLAIN JL, LLC	Y LEACH, JOSEPH A ET UX 220 CHAMBERLAIN ST BERRYVILLE, VA. 22611	Y .00	DBS	100%
		RECORDED TIME: 11:15				
		DESCRIPTION 1: LOT 2, SECT 3B, BATTLEFIELD EST TOWN OF BERRYVILLE				
		DATE OF DEED : 02/02/17 BOOK: 613 PAGE: 142 MAP:			PIN:	
		NUMBER PAGES : 0				

COUNTY OF CLARKE CIRCUIT COURT
 MONTH END DEEDS OF PARTITION AND CONVEYANCE
 LOCAL TAXATION DEPARTMENT
 COUNTY
 FOR FEBRUARY, 2017

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
02/06/17	17-252	ROBSON, KRISTIN B RECORDED TIME: 04:00 DESCRIPTION 1: BATTLETOWN DISTRICT, SHEN RETREAT, LOT 18 BLOCK 7 DATE OF DEED : 02/06/17 BOOK: 613 PAGE: 207 MAP: 17A2-11-16 & 18 NUMBER PAGES : 0	N SEYMOUR, BRYANT 189 EVERGREEN LANE BLUEMONT, VA. 20135	N .00	BG	100%
02/07/17	17-255	BLACKBURN, HAROLD T ET UX RECORDED TIME: 02:05 DESCRIPTION 1: LOT 13A, GREENWAY DIST DATE OF DEED : 02/06/17 BOOK: 613 PAGE: 239 MAP: 37A2-1-13 NUMBER PAGES : 0	N RUST, JAMES S, JR 6743 HOWELLSVILLE RD FRONT ROYAL, VA. 22630	N 212,000.00	DBS	100%
02/07/17	17-257	AUGIE LIMITED PARTNERSHIP RECORDED TIME: 02:20 DESCRIPTION 1: 98.4118 ACRES DATE OF DEED : 02/02/17 BOOK: 613 PAGE: 257 MAP: 22-A-17A&17B NUMBER PAGES : 0	Y WARFIELD, SHARON KINDER 2955 ALLEN RD BERRYVILLE, VA. 22611 CHAPEL DIST	Y .00	DBS	100%
02/07/17	17-258	AUGGIE LIMITED PARTNERSHIP RECORDED TIME: 02:21 DESCRIPTION 1: 188.77 ACRES DATE OF DEED : 02/02/17 BOOK: 613 PAGE: 260 MAP: 8-A-15 NUMBER PAGES : 0	Y WARFIELD, SHARON KINDER ET AL 209 SOUTHPOINT DR WILLIAMSBURG, VA. 23185 LONGMARSH DIST	Y .00	DBS	100%
02/07/17	17-259	AUGGIE LIMITED PARTNERSHIP RECORDED TIME: 02:22 DESCRIPTION 1: 89 ACRES DATE OF DEED : 02/02/17 BOOK: 613 PAGE: 263 MAP: 8-A-35 NUMBER PAGES : 0	Y WARFIELD, SHARON KINDER ET AL 209 CHORUS WAY MILLERSVILLE, MD. 21108 LONGMARSH DIST	Y .00	DBS	100%
02/08/17	17-266	DIENER, MICHAEL; TR RECORDED TIME: 11:10 DESCRIPTION 1: BATTLETOWN DISTRICT, SHEN RET, LOT 79 DATE OF DEED : 02/06/17 BOOK: 613 PAGE: 309 MAP: 17A2-12-79 NUMBER PAGES : 0	N DAY, JULIE; ET AL 3214 RIDGE VIEW CT #101 LAKE RIDGE, VA. 22192	N .00	DBS	100%
02/09/17	17-282	OWENS, PAM ET AL EXORS RECORDED TIME: 02:20 DESCRIPTION 1: GREENWAY DIST DATE OF DEED : 02/09/17 BOOK: 613 PAGE: 389 MAP: 27A-1-7 NUMBER PAGES : 0	N WRIGHT RENOVATIONS INC 124 PAGE CT WHITE POST, VA. 22663	N 146,000.00	DBS	100%
02/09/17	17-283	HALSEY, THOMAS M & KRISTIN L RECORDED TIME: 03:15 DESCRIPTION 1: LOT 3 - 8.3394 ACRES DATE OF DEED : 02/08/17 BOOK: 613 PAGE: 392 MAP: 12-A-5B NUMBER PAGES : 0	N DODSON, SHAWN P ET UX 104 DIXIE BELLE DR WINCHESTER, VA. 22602 CHAPEL DIST	N 130,000.00	DBS	100%

10,000.00 VAC.

170,300.00 Imp.

135,000.00 VAC

COUNTY OF CLARKE CIRCUIT COURT
MONTH END DEEDS OF PARTITION AND CONVEYANCE
LOCAL TAXATION DEPARTMENT
COUNTY
FOR FEBRUARY, 2017

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
02/10/17	4366	OSBORNE, STUART D RECORDED TIME: 09:53 DESCRIPTION 1: LOT 188, JACKSON DR DATE OF DEED : 02/10/17 BOOK: 9999 PAGE: 26 MAP: 14A7-7-188 NUMBER PAGES : 0	N/A N/A BATTLEFIELD ESTATES	.00	QUAL	00%
02/13/17	17-295	FULTZ, GARY & MARGARET RECORDED TIME: 03:08 DESCRIPTION 1: LONGMARSH DISTRICT, 6.87603 ACRES DATE OF DEED : 02/10/17 BOOK: 613 PAGE: 450 MAP: 7-A-103H NUMBER PAGES : 0	N RYAN, WILLIAM AND ZARA 1155 CRUMS CHURCH RD BERRYVILLE, VA. 22611	392,500.00	DBS	100% <i>391,300. Imp.</i>
02/14/17	17-300	BARBARA A KEEBLER TRUST RECORDED TIME: 11:20 DESCRIPTION 1: CHAPEL DISTRICT, 1.668 ACRES DATE OF DEED : 02/09/17 BOOK: 613 PAGE: 479 MAP: 37-A-12 NUMBER PAGES : 0	N KEEBLER, BARBARA, ET VIR 3445 SWIFT SHOALS RD BOYVE, VA. 22620	.00	DBS	100%
02/15/17	17-313	PROJECT HOPE-THE PEOPLE-TO-PEO RECORDED TIME: 02:48 DESCRIPTION 1: 26.52 ACRES CHAPEL DIST DATE OF DEED : 02/14/17 BOOK: 613 PAGE: 537 MAP: 30-A-16,16A NUMBER PAGES : 0	N WILLIAMS, GEORGE CABELL, III 5422 ALBIA RD BETHESDA, MD. 20816	2,103,000.00	DBS	100% <i>16-1,295,900 Imp</i> <i>16A-185,100. vac</i>
02/16/17	170004367	HAMPTON, PAUL DAVID RECORDED TIME: 10:08 DESCRIPTION 1: LOT 44, BERRYVILLE GLEN DATE OF DEED : 02/16/17 BOOK: 99 PAGE: 38 MAP: 14C-1-44 NUMBER PAGES : 0	N/A N/A TOWN OF BERRYVILLE	.00	QUAL	00%
02/16/17	17-316	CONRAD, SAMUEL G RECORDED TIME: 11:40 DESCRIPTION 1: PARCEL 1 - 0.4045 ACRE DATE OF DEED : 01/14/17 BOOK: 613 PAGE: 567 MAP: 21A1-A-96 NUMBER PAGES : 0	N SHERMAN, IAN A & ALLISON L 27 S GREENWAY AVE BOYCE, VA. 22620 TOWN OF BOYCE	183,000.00	DBS	100% <i>166,000. Imp</i>
02/17/17	17-328	REULING, FRANK H JR RECORDED TIME: 11:04 DESCRIPTION 1: 260 ACRES DATE OF DEED : 02/01/17 BOOK: 613 PAGE: 599 MAP: 23-A-2 NUMBER PAGES : 0	N REULING, FRANK H JR & TRESSA J N 494 LLEWELLYN LN BERRYVILLE, VA. 22611 CHAPEL DIST	.00	DG	100%
02/17/17	17-331	OAK, MICHAEL ET AL RECORDED TIME: 12:30 DESCRIPTION 1: TOWN OF BERRYVILLE, BATTLEFIELD EST, LOT 66 PICKETT CT DATE OF DEED : 02/10/17 BOOK: 613 PAGE: 604 MAP: 14A7-1-66 NUMBER PAGES : 0	N OAK, MICHAEL; ET UX 305 PICKETT COURT BERRYVILLE, VA. 22611	.00	DG	100%

COUNTY OF CLARKE CIRCUIT COURT
 MONTH END DEEDS OF PARTITION AND CONVEYANCE
 LOCAL TAXATION DEPARTMENT
 COUNTY
 FOR FEBRUARY, 2017

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
02/17/17	17-332	FANNIE MAE RECORDED TIME: 12:40 DESCRIPTION 1: CHAPEL DISTRICT DATE OF DEED : 01/18/17 BOOK: 613 NUMBER PAGES : 0	Y MIGUES, SAMUEL 2423 LOCKES MILL ROAD BERRYVILLE, VA. 22611 PAGE: 607 MAP: 23A-2-25	N 147,500.00	DBS	100%
						PIN: 186,200. Imp.
02/21/17	17-339	CARNELL, SHAWN M.E.; ETUX RECORDED TIME: 01:30 DESCRIPTION 1: LONGMARSH DIST., LOT D-1 3.5000 ACRES DATE OF DEED : 00/00/00 BOOK: 613 NUMBER PAGES : 0	N CARNELL, BARBARA J.E. 554 LEWISVILLE ROAD BERRYVILLE, VA. 22611 PAGE: 666 MAP: 9-9- D-1	.00	DG	100%
02/22/17	17-346	WEBB, MARY H RECORDED TIME: 02:40 DESCRIPTION 1: TOWN OF BERRYVILLE LOT 8 DATE OF DEED : 00/00/00 BOOK: 613 NUMBER PAGES : 0	N LITTLE, TRACEY C 202 JOSEPHINE STREET BERRYVILLE, VA. 22611 PAGE: 692 MAP: 14A6-3-A-8	186,500.00	DBS	100%
						PIN: 106,000. Imp.
02/23/17	17-357	JOYCE R SINGHAS ET ALS RECORDED TIME: 01:10 DESCRIPTION 1: LONGMARSH DIST DATE OF DEED : 00/00/00 BOOK: 12 NUMBER PAGES : 1	N JOYCE R SINGHAS ET ALS N/A PAGE: 57 MAP: 7-A-7E,71	.00	OPM	100%
02/23/17	17-360	SINGHAS, JOYCE R C ET AL RECORDED TIME: 01:13 DESCRIPTION 1: LOT 1 - 5.8888 ACRES DATE OF DEED : 02/22/17 BOOK: 613 NUMBER PAGES : 0	N SINGHAS, KENNETH L SR ET AL CLARKE CO VA, . LONGMARSH DIST MAP: 7-A-73,71	500.00	DBS	100%
02/23/17	4370	BATEMAN, HERBERT D RECORDED TIME: 09:00 DESCRIPTION 1: LOT 44, BL 4, SEC L DATE OF DEED : 02/23/17 BOOK: 99 NUMBER PAGES : 23	N/A N/A SHEN RET MAP: 17-A2-10-44	.00	COPY	00%
						BATTLETOWN DIST PIN:
02/23/17	4369	BATEMAN, LOIS MAE RECORDED TIME: 09:00 DESCRIPTION 1: LOT 44, BL 4, SEC 1 DATE OF DEED : 02/23/17 BOOK: 99 NUMBER PAGES : 12	N/A N/A SHEN RET MAP: 17-A2-10-44	.00	COPY	00%
						BATTLETOWN DIST PIN:
02/23/17	17-349	EDWARDS, JEAN CALLIS; TRUSTEE RECORDED TIME: 09:15 DESCRIPTION 1: CHAPEL DISTRICT, LOT 7, ASHBY RUN DATE OF DEED : 07/20/16 BOOK: 613 NUMBER PAGES : 0	Y HABERMEHL, JESSICA L 365 CLIFF LANE BLUEMONT, VA. 20135 CORRECT DB 604 PG 681 PAGE: 708 MAP: 32-1-7	.00	DBS	100%
						PIN:

COUNTY OF CLARKE CIRCUIT COURT
 MONTH END DEEDS OF PARTITION AND CONVEYANCE
 LOCAL TAXATION DEPARTMENT
 COUNTY
 FOR FEBRUARY, 2017

RECORDED	INSTRUMENT	GRANTOR	(X)	GRANTEE/ADDRESS	(X)	CONSIDERATION	TYPE	PERCENT
02/23/17	17-350	EDWARDS, JEAN CALLIS; TRUSTEE RECORDED TIME: 09:16 DESCRIPTION 1: CHAPEL DISTRICT, LOT 8 DATE OF DEED : 07/20/16 BOOK: 613 PAGE: 711 MAP: 32-1-8 NUMBER PAGES : 0	N	HABERMEHL, JESSICA L 365 CLIFF LANE BLUEMONT, VA. 20135 CORRECT DB 604 PG 678	N	.00	DBS	100%
02/23/17	17-352	CLARK, RAYMOND ET AL RECORDED TIME: 10:00 DESCRIPTION 1: GREENWAY DIST DATE OF DEED : 00/00/00 BOOK: 613 PAGE: 729 MAP: 20-A-27 NUMBER PAGES : 0	N	RAPPAHANNOCK ELECTRIC COOPEERA N/A	N	.00	DE	100%
02/23/17	17-353	MANOCHEHRI-KALANTARI, MANOCHEH RECORDED TIME: 10:01 DESCRIPTION 1: BATTLETOWN DIST DATE OF DEED : 00/00/00 BOOK: 613 PAGE: 732 MAP: 8-A-69 NUMBER PAGES : 0	N	RAPPAHANNOCK ELECT COOP N/A	N	.00	DE	100%
02/23/17	17-354	PENCE, BRIAN F ET AL RECORDED TIME: 10:02 DESCRIPTION 1: CHAPEL DIST DATE OF DEED : 00/00/00 BOOK: 613 PAGE: 735 MAP: 23-A-59 NUMBER PAGES : 0	N	RAPPAHANNOCK ELECT COOP N/A	N	.00	DE	100%
02/23/17	17-355	MOST REV MICHAEL F BURBIDGE, B RECORDED TIME: 10:03 DESCRIPTION 1: LONGMARSH DIST DATE OF DEED : 00/00/00 BOOK: 613 PAGE: 738 MAP: 7-13-2 NUMBER PAGES : 0	N	RAPPAHANNOCK ELECT COOP N/A	N	.00	DE	100%
02/24/17	17-374	LONGERBEAM, ANNE K RECORDED TIME: 02:00 DESCRIPTION 1: BATTLETOWN DIST DATE OF DEED : 02/24/17 BOOK: 613 PAGE: 834 MAP: 14-D2-1 NUMBER PAGES : 0	N	LONGERBEAM, ANNE K CLARKE CO VA, .	N	.00	DBS	100%
02/24/17	17-375	HITCHEN, PETER O RECORDED TIME: 02:05 DESCRIPTION 1: 60 ACRES DATE OF DEED : 02/20/17 BOOK: 613 PAGE: 837 MAP: 30-A-65,65A NUMBER PAGES : 0	N	HITCHEN, MELANIE D 497 LOCKES MILL RD BERRYVILLE, VA. 22611 GREENWAY DIST	N	.00	DG	100%
02/24/17	17-376	BOWEN, WILLIAM R ET AL RECORDED TIME: 03:25 DESCRIPTION 1: 20.08 ACRES DATE OF DEED : 00/00/00 BOOK: 613 PAGE: 842 MAP: 29-3-4 NUMBER PAGES : 15	Y	CLARKE CO CONSERVATION EASEMEN CLARKE CO VA, . GREENWAY DIST	Y	.00	DG	100%

COUNTY OF CLARKE CIRCUIT COURT
 MONTH END DEEDS OF PARTITION AND CONVEYANCE
 LOCAL TAXATION DEPARTMENT
 COUNTY
 FOR FEBRUARY, 2017

RECORDED	INSTRUMENT	GRANTOR	(X)	GRANTEE/ADDRESS	(X)	CONSIDERATION	TYPE	PERCENT
02/24/17	17-363	JEZIERSKI, DAVID A RECORDED TIME: 10:20 DESCRIPTION 1: TOWN OF BERRYVILLE, LOT 11 DATE OF DEED : 00/00/00 BOOK: 613 PAGE: 781 MAP: 14A210-B-11 NUMBER PAGES : 0	N	FOSBURG, STEPHANIE R ETVIR P.O. BOX 159 CROSS JUNCTION, VA. 22625	N	109,000.00	DBS	100%
								PIN: 94,400. Imp
02/24/17	17-370	NEE, PETER J ET AL RECORDED TIME: 11:55 DESCRIPTION 1: CHAPEL DIST DATE OF DEED : 00/00/00 BOOK: 613 PAGE: 791 MAP: 30A-A-59 NUMBER PAGES : 0	Y	CULLEN, PHYLLIS H ET AL P O BOX 130 MILLWOOD, VA. 22646	Y	.00	DBS	100%
02/24/17	17-372	POSTON, LINDA A & BRENDA G ELS RECORDED TIME: 12:41 DESCRIPTION 1: LOT 5, BLK A, BATTLETOWN DIST DATE OF DEED : 02/20/17 BOOK: 613 PAGE: 810 MAP: 14A3-2A-5 NUMBER PAGES : 0	N	ELSEA, CHAD & BRENDA G 16 BATTLETOWN DR BERRYVILLE, VA. 22611 WR/S	N	.00	DG	100%
02/24/17	4368	SPONSELLER, LOUISE R RECORDED TIME: 16:02 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 02/24/17 BOOK: 99 PAGE: 90 MAP: NUMBER PAGES : 0	N/A	N/A		.00	QUAL	00%
02/27/17	17-390	SHOCKLEY, JAMES M; ET AL RECORDED TIME: 02:10 DESCRIPTION 1: LONGMARSH DISTRICT, W/RS, LOT 1, 3.0 ACRES DATE OF DEED : 02/24/17 BOOK: 613 PAGE: 951 MAP: 4-A-10D NUMBER PAGES : 0	N	LIBBY, DONOVAN; ET UX 2601 SUMMIT POINT RD BERRYVILLE, VA. 22611	N	399,000.00	DBS	100%
								PIN: 355,300. Imp
02/27/17	17-381	SAUNDERS, TODD & LAURIE RECORDED TIME: 10:40 DESCRIPTION 1: TOWN OF BERRYVILLE, W/RS DATE OF DEED : 02/24/17 BOOK: 613 PAGE: 898 MAP: 14A5-A-5B NUMBER PAGES : 0	N	WILLIAMS, KENNETH & SANDRA 513 BURWELL COURT BERRYVILLE, VA. 22611	N	90,000.00	DBS	100%
								PIN: 86,500. Imp
02/27/17	17-387	RAMSBURG, ANDREW WILLIAM ET AL RECORDED TIME: 12:45 DESCRIPTION 1: 0.020 ACRE DATE OF DEED : 02/24/17 BOOK: 613 PAGE: 914 MAP: 14A5-A-82 NUMBER PAGES : 0	N	OLMSTEAD, HANNAH KIMBERLY 107 E MAIN ST BERRYVILLE, VA. 22611 TOWN OF BERRYVILLE	N	163,000.00	DBS	100%
								PIN: 139,200 Imp.
02/27/17	170004371	HUFF, AMMIE JOSHUA RECORDED TIME: 15:42 DESCRIPTION 1: DATE OF DEED : 02/27/17 BOOK: 99 PAGE: 98 MAP: NUMBER PAGES : 5	N/A	N/A		.00	QUAL	00%

COUNTY OF CLARKE CIRCUIT COURT
MONTH END DEEDS OF PARTITION AND CONVEYANCE
LOCAL TAXATION DEPARTMENT
COUNTY
FOR FEBRUARY, 2017

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
02/28/17	17-396	BLANKENSHIP, ERIC V RECORDED TIME: 09:56 DESCRIPTION 1: 39.0682 ACRES DATE OF DEED : 02/28/17 BOOK: 613 NUMBER PAGES : 0	N BRYANT, MARVIN DAVID, JR & MART N 717 OAK CLUSTER DR GREENWELL SPRINGS, LA. 70739 CHAPEL DIST WR/S PAGE: 997 MAP: 20-A-7	N 950,000.00	DBS	100%
				PIN:	595,200 Imp.	
02/28/17	170004372	ASHBY, BLANCHE J RECORDED TIME: 14:58 DESCRIPTION 1: DATE OF DEED : 02/28/17 BOOK: 99 NUMBER PAGES : 4	N/A N/A PAGE: 108 MAP:	.00	QUAL	00%
				PIN:		

COUNTY OF CLARKE CIRCUIT COURT
MONTH END DEEDS OF PARTITION AND CONVEYANCE
LOCAL TAXATION DEPARTMENT
COUNTY
FOR FEBRUARY, 2017

RECORDED INSTRUMENT GRANTOR (X) GRANTEE/ADDRESS (X) CONSIDERATION TYPE PERCENT

***** COUNTY DEEDS OF CORRECTION *****

02/23/17 17-351 HABERMEHL, JESSICA L N HODGES, JAMES P N .00 COR 100%
RECORDED TIME: 09:17 N/A
DESCRIPTION 1: CORRECT DB 604 PG 681 CHAPEL DISTRICT, LOT 7 & 8
DATE OF DEED : 00/00/00 BOOK: 613 PAGE: 714 MAP: 32-1-7 & 8 PIN:
NUMBER PAGES : 15

TOTAL COUNTY DEEDS OF PARTITION AND CONVEYANCE: 42
TOTAL NUMBER OF COUNTY DEEDS OF CORRECTION : 1
TOTAL NUMBER OF COUNTY WILL/FIDUCIARY : 8

Monthly Report

Clarke County Economic Development and Tourism

January, 2017

While I was on vacation for much of the month, I was able to stay involved by email and phone.

We are working with a new company that is interested in pursuing a local building and possibly having a rail spur restored. We are working with a new company that is interested in moving a food processing and manufacturing operation to Berryville.

I have been working with the Federal EDA, LFFCCSBDC and the LFCC Workforce Solutions to help several local companies hire, train and retain workers.

I am working with the group in the process of reorganizing the Clarke County Equine Alliance and will be hosting their new and revamped web site as well as featuring one horse operation for our Clarke County FarmTour to be held in May.

Farm Tour will have 4 farms, a meat operation, a vegetable operation, a dairy operation and an equine operation. The Farm Tour will be 2 days a Saturday and Sunday and will run from 10-5.

There will be an organizing meeting for a series of presentations to help existing and start up agri-business the second week in March. This session will introduce a series of seminars designed to help existing agricultural operations to be more profitable and to help those interested in starting an agri-business or agri-tourism business understand what it takes to get started and develop a set of objectives and a business plan.

I am working with one local company to try and find adequate space to grow as planned. They are approaching the limits of their existing lease space and need to move. They would like to stay in Berryville and we would like to keep them. I have talked to the EDA, LFFCCSBDC, LFCC Workforce Solutions and have presented the idea in a preliminary fashion to the Go Virginia Initiative. My thoughts, which are very preliminary at this point would be to acquire additional acreage for the industrial park and with grants and community sharing build a large warehouse facility with adjacent multiuse warehouse/assembly and light manufacturing space. Part of this would be an incubator with shared office support, individual offices with large open space behind with large roll doors.

So far it has generated interest, but it is too early to determine the best way to do it.

Economic Development Update

Clarke County Economic Development and Tourism

March 15, 2017

1. The Farm Tour is scheduled for April 29th, 2017. Three out of four farms have committed and we are working on a dairy operation. We are not inviting all farms to participate like Loudoun County, but rather limiting it to 4 farms which has been a successful number for Jefferson County. Loudoun has a very sophisticated Farm Tour app that they also use for other events, like tagging Christmas Trees and some wine tours.
2. The educational session for Farmers, Agri business, Agri tourism and Agri entertainment as well as for those interested in becoming engaged in any agricultural endeavor including farm based breweries and farm based distilleries is set for March 29th at 7:00 pm in the main meeting room of the Town and County Building. There will be 4 speakers giving presentations and then the speakers will sit in a panel and answer questions from the audience. The speakers are Dale Maza from LFFCC SBDC, Stephen Versen from VDACS, Chris Cook from Farm Bureau and FLAIRS and Allyssa Mark from The Virginia Beginning Farmer and Rancher Coalition.
3. Neighborhood Italian Kitchen should be opening in mid to late March, as their liquor license has been approved.
4. Continued interest in the Winchester Cold Storage Property
5. Working to develop additional land for the Industrial Park in order to try to facilitate additional building.
6. Interest in warehouse space on Cattleman or new manufactured building construction 100,000 to 200,000 sq. ft. range of size.
7. SVTP web site in beta and will be live. Major announcement and press release will be forthcoming in Late April or early May. Several tourism events happening in April, May and June. The SVTP was also the recipient of a \$25,000 marketing grant from VTC.
8. Adding capability of adding business name and information to the business license list. This will be a generic list of all businesses in the county and can be queried by a variety of selections.
9. Facebook ads continue to receive good response. More ads will be targeted for Clarke County specific events.
10. Starting an active interaction with the VTC in order to promote activities and events in Clarke County and Berryville.
11. Attended Economic Development Recognition Reception at the Governor's Mansion. Great networking with other rural economic development and tourism directors.
12. Attending several upcoming related events including the Forum for Rural Innovation in Winchester and the Fork to Table event in Luray.

IV. Action Plan

Guiding Principles:

- **Support the County's Comprehensive Plan** for concentrated population within a largely rural environment.
- **THE OFFICE OF ECONOMIC DEVELOPMENT AND TOURISM HAS CONSISTENTLY SOUGHT TO ATTRACT BUSINESSES THAT ARE COMPATIBLE WITH CLARKE COUNTY'S RURAL AND AGRICULTURAL DISPOSITION.**
- **Grow the tax base** as the primary objective, with a secondary objective to increase economic activity and adding new jobs.
- **RESEARCH HAS SHOWN THAT IN COMMUNITIES LIKE CLARKE COUNTY, BERRYVILLE, BOYCE AND MILLWOOD APPROPRIATE TOURISM IS AND SHOULD BE AN INTEGRAL PART OF ECONOMIC DEVELOPMENT. VISITORS ON THE STREETS HELP LOCAL BUSINESSES TO INCREASE PROFITS AND THIS SUCCESS PROMOTES AND ATTRACTS ADDITIONAL BUSINESSES AND SERVICES. PROVIDING SALES TAX AND FOOD TAX INCREASE FOR LOCAL GOVERNMENT.**
- **Build on past and current successes** in business development.
- **ATTRACTING BUSINESSES LIKE HANDSOME BROOK THAT CAN MAKE AN IMPACT IS ALWAYS A GOAL. WE CONTINUE TO WORK WITH VDAC AND VEDP TO GET THE TOTAL MESSAGE ABOUT CLARKE COUNTY AND BERRYVILLE. ADDITIONALLY WE ARE ACTIVE WITH THE NEW GO VIRGINIA INITIATIVE, THE SHENANDOAH VALLEY WORK FORCE DEVELOPMENT BOARD, LFFCCSBDC AND OTHER SOURCES FOR LEADS FOR NEW BUSINESS. WE ARE ALSO COMMITTED TO WORKING WITH EXISTING COMPANIES TO HELP THEM GROW AND KEEP THEM IN BERRYVILLE AND CLARKE COUNTY.**
- **Target short-term as well as long-term economic prospects.**
- **WE REACH OUT TO PROSPECTIVE BUSINESSES IN A VARIETY OF WAYS, BUT WE HAVE LIMITED ASSETS AND POTENTIAL SITES THAT ARE OF INTEREST. INFRASTRUCTURE LIMITATIONS INCLUDING WATER, ELECTRICITY, SEWERS AND FIBER ARE A PROBLEM.**
- **Foster close cooperation between the County and the Town of Berryville.**
- **WE HAVE TRIED TO WORK CLOSELY AND COOPERATIVELY WITH BERRYVILLE IN EVERY BUSINESS DEVELOPMENT SITUATION.**
- **Set and memorialize clear priorities and responsibilities.**

Major Initiatives for Action:

1. **Foster close collaboration between the County and Town of Berryville** through shared authority and investments.

2. **Expand the technical capacity of local government** to lead and support for economic development, particularly to:
 - Retain, expand, and recruit *compatible industry*
 - Promote *tourism*
 - *WE HAVE PROMOTED TOURISM IN A VARIETY OF WAYS. WE HAVE DEVELOPED A CLOSE RELATIONSHIP WITH THE VIRGINIA TOURISM CORPORATION. WE HAVE ADDED ALL TOURISM ASSETS TO THE VIRGINIA TRAVEL GUIDE. INCREASING FROM TWO TO EIGHTEEN THE SITES TO SEE IN CLARKE COUNTY*
 - *WE HAVE CREATED A NEW TOURISM WEB SITE AND AN ACTIVE FACEBOOK PAGE FOR TOURISM AND ECONOMIC DEVELOPMENT.*
 - *WE HAVE BEEN ABLE TO BECOME A MEMBER OF THE TOP OF VIRGINIA ARTISAN TRAIL AT ONE THIRD THE STANDARD INVESTMENT.*
 - *WE ARE A MEMBER OF THE NEW SHENANDOAH VALLEY TOURISM PARTNERSHIP WHICH IS JUST LAUNCHING ITS WEB SITE AND MARKETING AND ADVERTISING INITIATIVE. YOU HAVE ALL RECEIVED OR WILL RECEIVE AN INVITATION.*
 - *WE HAVE USED FACEBOOK TO PROMOTE DAY HIKING ON THE APPALACHIAN TRAIL TO THE POINT THAT IT CREATED A PARKING PROBLEM THAT WE ARE NOW TRYING TO SOLVE.*
 - *WE WORKED WITH AND SUPPORTED THE CLARKE COUNTY STUDIO TOUR INCLUDING APPLYING FOR AND RECEIVING A GRANT FROM THE VIRGINIA TOURISM CORPORATION TO INSURE IT WILL BE AN ONGOING EVENT.*
 - Foster growth and vitality of the *agricultural industry*
 - *WE HAVE CONSTANTLY SUPPORTED AND MARKETED AVARIETY OF AGRICULTURAL BUSINESSES ON THE ECONOMIC DEVELOPMENT WEB SITE AND THE TOURISM WEB SITE AND FACEBOOK.*
 - *WE ARE SPONSORING A SEMINAR MARCH 29 THAT IS FOCUSED ON IMPROVING PROFITABILITY OF FARMS, ADDING A VALUE ADD TO EXISTING PROGRAMS AND TO HELP THOSE INTERESTED IN AGRICULTURE, AGRIBUSINESS, AGRITOURISM, AND FARM BASED BREWERIES AND DISTILLERIES. THIS WILL BE FOLLOWED BY FOUR IN DEPTH SESSIONS ON BUSINESS PLANS, MARKETING, SOCIAL MEDIA AND OPERATIONS IF THERE IS DEMAND.*
3. **Upgrade the local economic development website** to improve e-marketing capability. BOTH THE ECONOMIC DEVELOPMENT AND TOURISM WEBSITES HAVE BEEN UPGRADED AND ARE NOW .COM SITES SO WE CAN PROMOTE LOCAL BUSINESSES.
4. **Improve the readiness of key industrial sites** through public/private partnerships. THIS HAS BEEN DIFFICULT TO ACOMPLISH BECAUSE OF AN APPARENT LACK OF INTEREST.

Organization of the Action Plan:

- **Immediate and short term priorities** based on urgency, importance, or prospect for quick

success, including those that require minimal, if any, additional costs and those that are very important and also reasonably feasible in terms of cost or level of effort.

- **Remaining priorities** are those that require greater cost/effort and/or have greater uncertainty and/or have less urgency.

Consolidated List of Top Priorities (Calendar 2014 through FY 2017)

Goal A. Increase Collaboration and Capacity for Supporting Compatible Economic Development

Strategy 1: Expand Overall Planning and Economic Development Efforts

Action A.1. Clarify role of economic development in County's general growth management strategy WORK CLOSELY WITH DAVID ASH, CONSULT WITH DAVID WEISS AND MEET WITH BOS SUPERVISORS WHEN POSSIBLE.

Action A.2. Remove real and perceived barriers to desirable economic development MADE PRESENTATION TO VEDP, KEEP IN TOUCH REGULARLY WITH VEDP AND NEIGHBORING COUNTIES. WORK WITH LOCAL REALESTATE.

Action A.3. Establish a formal economic development program in coordination with Town of Berryville WE HAD THE JOINT COMMITTEE BUT SINCE MOST OF THE MEMBERS HAD HEARD THE MATERIAL IN TWO OTHER SESSIONS IT HAS BEEN DISCONTINUED. A TOWN REPRESENTATIVE IN ADDITION TO CHRISTY DUNKLE HAS BEEN INVITED.

Action A.4. Upgrade web-based marketing, branding, and promotion

THIS IS ONGOING.

Strategy 2: Increase Direct Revenues to Fund Economic Development

Action A.5. Examine cost/benefit of increasing Transient Occupancy Tax (TOT) and establishing Business Professional and Occupational License (BPOL)

Goal B. Retain, Attract, and Develop Compatible and Innovative Industry

Strategy 1: Promote Compatible Industrial Development

Action B.1. Implement business retention strategies

Action B.2. Partner with industrial landowners and the Town

(Action B.3. Pursue Tax Increment Financing (TIF) is under Longer Term Priorities)

Strategy 2: Initiate Long-Term Development Opportunities

Action B.4. Continue to collaborate with the Town of Boyce.

Action B.5. Support Efforts to Expand Retail and Office Space.

(Note: Portions of Action B.6 and B.7 could be added as nearer term priorities – see note under longer-term priorities below)

Goal C. Increase the Vitality of Agriculture and Tourism

Strategy 1: Foster Growth and Vitality of the Agricultural Industry [*coordinate with*

Agricultural Land Plan]

Action C.1. Promote information and understanding of local agriculture

PROVIDING A SEMINAR MARCH 29. PLANNING A LOCAL FARM TOUR EARLY MAY, PATERNEDED AFTER JEFFERSON COUNTY WITH FOUR FARMS INITIALLY. ONE GRASS FED MEAT, ONE ORGANIC VEGETABLES, ONE DAIRY AND ONE EQUINE. THIS IS A ONE DAY TOUR THAT WILL BE ADVERTISED AND PROMOTED.

Action C.2. Promote activities that support local agriculture

Strategy 2: Promote Tourism Development [*coordinate with Tourism Strategic Plan*]

Action C.3. Improve regional cooperation and coordination in marketing and promotion

THIS IS THE PURPOSE OF THE SHENANDOAH VALLEY TOURISM PARTNERSHIP AS WELL AS THE ARTISAN TRAIL AND OUR PROMOTING OF BEING AN APPALACHIAN TRAIL COMMUNITY.

Action C.4. Establish/Revive a Tourism Advisory Committee
I HAVE SUGGESTED THIS WITH COMPLACENT RESPONSE.
Action C.5. Promote Development of Increased Accommodation
Capacity I HAVE WORKED WITH CHRISTY TO ATTRACT
PROMOTE AND HELP TO SECURE A TOURISM GRANT/GAP
FINANCING TO HELP SECURE A HOTEL. I HAVE MET
NUMEROUS TIMES WITH THE NEW OWNER OF THE BATTLE
TOWN AND WITH THE REALESTATE BROKER PRIOR TO THE
SALE.

Longer Term Priorities (FY 2018 and Beyond)

Goal A. Increase Collaboration and Capacity for Supporting Compatible Economic Development

Strategy 3. Promote Suitable Housing Development

Action A.6 Ensure that Comprehensive Plans and Zoning and Subdivision Ordinances of County and Town allow and encourage diverse, walkable, well-connected, accessible, human-scale patterns of development.

Goal B. Retain, Attract, and Develop Compatible and Innovative Industry

Strategy 1. Promote Compatible Industrial

Development Action B.3. Pursue Tax

Increment Financing (TIF)

Strategy 2. Pursue Long-Term Development Opportunities

Action B.6. Pursue Partnerships to Provide Public Water and Sewer to the Double Toll Gate Area. (*Note: Review of DTG Area Plan could be a nearer term priority in conjunction with ongoing County planning staff work program*).

Action B.7. Continue to promote well-designed commercial development in the Waterloo Area. (*Note: Review of Waterloo Area Plan could be a nearer term priority in conjunction with ongoing County planning staff work program*).

Action B.8. Promote Rural Economic

Innovation Goal C. Increase the Vitality of

Agriculture and Tourism Strategy 3.

Promote Equine Development

Action C.6 Conduct a detailed study of the equine industry in the local equestrian industry

Action C.7 Strengthen businesses

WE ARE WORKING WITH THE EQUINE ALLIANCE THAT IS REFOCUSING THEIR ORGANIZATION. WE WILL BE HOSTING THEIR WEB SITE AND CONTINUING TO PROMOTE EQUINE ACTIVITIES ON THE COUNTY CALENDAR AND THROUGH PROMOTION ON OUR WEB SITES AND FACEBOOK.

**Clarke County Fire & EMS
FY 16-17 Closing Balance Summary**

Description	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	YTD Totals
Billable Calls									
Enders (Co 1)	79	58	58	69	54	71	53	62	504
Boyce (Co 4)	22	12	15	11	6	19	14	10	109
Blue Ridge (Co 8)	6	4	10	11	9	8	9	4	61
Total # of Billable Calls	107	74	83	91	69	98	76	76	674
ALS Trips Billed	52	42	33	46	39	52	47	45	356
BLS Trips Billed	55	32	50	45	30	46	29	31	318
Total	107	74	83	91	69	98	76	76	674
Calls Dispatched									
Co 1 Career	64	53	44	61	52	73	51	50	448
Co 1 Volunteer	3	5	7	2	0	1	5	9	32
Co 1 Split	50	35	26	43	32	24	33	56	299
Co 4 Career	1	2	0	2	2	0	0	3	10
Co 4 Volunteer	5	9	8	4	5	5	14	14	64
Co 4 Split	15	5	8	10	5	20	9	2	74
Co 8 Career	0	0	0	0	0	0	0	0	0
Co 8 Volunteer	13	7	20	6	12	13	15	5	91
Co 8 Split	0	0	1	2	0	2	4	0	9
Unknown	12	2	3	2	2	6	0	6	33
Total # of Calls Dispatched	163	118	117	132	110	144	131	122	1037
Total Payments	\$32,086.55	\$44,691.71	\$32,857.11	\$35,412.90	\$33,013.01	\$31,401.28	\$31,724.23	\$28,420.62	\$269,607.41



Director's Report to the Library Board For December 2016

Submitted January 17, 2017

Holiday Programs

Residents celebrated the holidays at Handley Library throughout the entire month of December. First there was Gingerbread Jamboree on December 7, with 127 children who enjoyed stories, puppet shows, and costumed adults. Holiday-themed games like North Pole Ring Toss were a big hit. Next was Holly Jolly celebration on December 10 with 200 people, part of Old Town Winchester's celebration. Library programs featured holiday movies and stories throughout the month. The climax of the season and the year came December 31, when 250 people enjoyed five performances in Handley Library Auditorium as part of First Night Winchester.



Madeline MacNeil at A Little Noon Music December 9. She has performed for this Friends-sponsored series since it began in 1979.

Bowman Library was also Party Central for the holidays, and even the Paws for Reading dogs were dressed for the holidays and had treats for the readers. Teens celebrated at the annual Ugly Festive Party on December 16. Party goers enjoyed crazy games, ate dried out fruit cake and guzzled egg nog. The highlight of their party was a thieves' gift exchange with ugly and stupid gifts. The Apple Valley Ringers, a hand bell choir directed by Jacquetta Owen, gave a concert at Bowman Library on December 16.

Librarian-in-Training to Intern at Bowman Library

Kathy Evans will complete 150 hours of work at Handley Regional Library during her final semester of Clarion University's Master of Science in Information and Library Science program. She will work at the Information desks and Adult Programming events.

Library Staff Retreat

On December 2, library staff met at the Museum of the Shenandoah Valley (MSV) for an all-day training session. Guest speakers were Todd Drunagle of Tech Team Solutions, computer security; MSV staff, maker space demonstration; Donna Trillio, Northwest Community Services and Lisa Hyde, Winchester Police Department, office safety and crisis intervention, and George Dupuy, Northwest Community Services, health issues. Library staff members Mary Anton gave a session on outreach opportunities and changes in circulation, and Adrienne Davis demonstrated online resources.

Director John Huddy and Library Board members Lisa McCoig and Gene Schultz made service awards to staff who celebrated milestone service years in 2016. They were: Rebecca Ebert, 35 years; Barbara Dickinson and Elsie Stickley, 15 years; Cheryl Dowling, 10 years; Robyn Murphy, Cheryl Davis, and Amanda Henry, 5 years. Celebrating their first anniversary with the

library were Laura Beavers, Katie Horn, Christine Forbes, Jane Smith, Kathy Crosby, Susanna Gawrysiak, Samantha Steele, Amanda Acker, and Yvonne McDowell.

December Donations

Anderson Roofing and Sheet Metal Works, Inc., Steve Bauserman, Tom and Kathy Bell, Mr. and Mrs. J. D. Berlin, Julia Boudier, Peter Bullough, Patricia E. Burton, Melinda Childress, Cary Claytor, Nancy Lee Comer, John W. Dresely, Martha Dunston, Cynthia Ebert, Amy Fielder, Dr. and Mrs. Stephen Flax, Jeffrey Fowler, and Judy Fredericksen .

Friends of Handley Regional Library in honor of Trish Ridgeway, John and Gayle Goodloe, Mr. and Mrs. Vernon Grapes, Robin Grenke, Frederick and Mary Pat Gronauer, Greg and Kathie Hamlin, Melanie S. Henry, Mr. John Hudson, Joan Johnson, Kelly Kincannon, Mr. and Mrs. Robert H. Kirk, and Robin Koneczny. Judith Landes, and Renee Lavitz.

Robert and Ann Lesman, Joe Lizer, Gary A. Lofton, Mark and Sandra Lore, Shirley M. Louthan, Mr. and Mrs. A. Mackay-Smith Jr., Sharon Owen, Dorothy Pifer, Matthew Progen, Michael A. Rea, Trish Ridgeway, Jim Riley, Grace Ritzenberg, Joseph and Andrea Schmitt, Alice Seabright, Ron Shickle, Don Stewart, Gar and Michelle Sydnor, Joan Symmes, Nancy and Henry Tickner, William Westgard, and Kyle Williams.

Month at a Glance

21,642	Library visitors
56,090	Checkouts of books & materials
4,968	Checkouts of eBook, eMagazine, audiobook
68	In-house Library programs
1,944	Attendance at in-house Library programs
2	Outreach programs (presented outside the library)
212	Attendance at Outreach programs

Organizations that helped sponsor or participated in December programs

Aids Response Effort Inc.	Museum of the Shenandoah Valley
Bake eM	Northern Shenandoah Valley ESL Education Program
Blue Ridge Dog Training Club	Old Town Winchester
Books-a-Million	Shenandoah Valley Chess Club
Destinations to Explore	Shenandoah Valley Tapestry
eM Bake	Sherando High School
Embroidery Guild of America, Winchester Chapter	Thinker Toys
First Night Winchester	Valley Maker Association
Friends of Handley Regional Library	WHAG TV – Sierra Fox, Reporter
Literacy Volunteers of Winchester	Winchester Book Gallery
Martin’s Grocery Store	Winchester City Schools
Master Gardeners Educational Committee	
Mount Hideway Productions	

Outreach—where library staff went in December

Esther Boyd Animal Shelter
John Kerr Elementary School

HRL PROGRAMS FOR GROWN-UPS FEBRUARY

- 1 **Handley Library Behind-the-Scenes Tour**
4:30-7:30 PM Handley Rotunda
- 3 **Lunch and Learn...Eat the Mediterranean Way** -- With VA Cooperative Extension
12:00-1:00 PM Handley Benham Gallery
- 8 **Research Your Revolutionary War Ancestor**
6:30-8:00 PM Handley Archives
- 13 **Little Noon Music: VocalPoint--** Sponsored by Friends of HRL
12:00-1:00 PM Handley Auditorium
- 11 **Loyal Quaker & Brave Slave** (Professor Jonathan A. Noyalas, Speaker) -- Sponsored by Friends of HRL
2:00-4:00 PM Handley Auditorium
- 13 **Maker Mondays: Show & Tell** -- Presented with Valley Makers Association
6:00-8:00 PM Bowman Meeting Room
- 14 **Tapestry Workshop**
1:00-5:00 PM Handley Benham Gallery
- 18 **Handley Library Behind the Scenes Tour**
1:00-2:00 PM Handley Rotunda
- 18 **Cupid's Arrow: Love, Marriage and Morality in the Golden Age of Dutch Painting.**
Sponsored by Friends of HRL
2:00-4:00 PM Handley Auditorium
- 22 **Non-Fiction Writers Group**
6:30-8:00 PM Handley Archives
- 25 **History of St. Paul African Methodist Episcopal Church** -- Sponsored by Stewart Bell Jr. Archives
2:00-5:00 PM Handley Auditorium
- 27 **Money Clinic** -- With VA Cooperative Extension
6:00-7:30 PM Bowman Meeting Room

HRL PROGRAMS FOR GROWN-UPS

JANUARY

- 9 **Maker Mondays: Swap Meet** -- In Conjunction with Valley Makers Association
6:00-8:00 PM Bowman Meeting Room
- 10 **Tapestry Workshop** -- Sponsored by the Stewart Bell Jr. Archives
1:00-5:00 PM Handley Benham Gallery
- 11 **Songs of the Civil Rights Movement**
Sponsored by Friends of HRL
12:00-1:30 PM Handley Auditorium
- 11 **Chess (All Ages)**
4:30-7:30 PM Handley Children's Room
- 11 **Research Your Revolutionary War Ancestor**
6:30-8:00 PM Handley Archives
- 13 **Little Noon Music: Vocalist Kerensa Gray & pianist Caleb Nei** -- Sponsored by Friends of HRL
12:00-1:00 PM Handley Auditorium
- 20 **Lunch and Learn...Soup's On!** -- In Conjunction with VA Cooperative Extension
12:00-1:00 PM Handley Benham Gallery
- 21 **Handley Library Behind the Scenes Tour**
1:00-2:00 PM Handley Rotunda
- 25 **Chess (All Ages)**
4:30-6:30 PM Handley Children's Room
- 25 **Non-Fiction Writers Group**
6:30-8:00 PM Handley Archives
- 27 **Lunch and Learn...5 Ingredient Meals** -- In Conjunction with VA Cooperative Extension
12:00-1:00 PM Handley Benham Gallery
- 28 **Chess Extravaganza (All Ages)**
11:00 AM-3:00 PM Handley Auditorium & Benham Gallery (Rain Date: 02-04-2017)

2016 ANNUAL REPORT – DEPARTMENT OF PLANNING

1. Introduction

The Department of Planning provides professional planning, zoning, code enforcement, project management, and technical services to support Clarke County's planning and land use objectives. Staffing consists of four full-time employees (Director, Senior Planner/Zoning Administrator, Natural Resources Planner, and Administrative Assistant). A new Code Enforcement Officer-Inspector position was created in 2016 to be shared equally between the Planning Department and Building Department.

Department Functions and Responsibilities:

- Ordinance enforcement (Zoning, Subdivision, and various County Code provisions such as the Septic and Well Ordinance)
- Provide day to day customer service to citizens, appointed and elected officials, developers, and other stakeholders
- Process, present, and make recommendations on zoning map amendments (rezonings) and special use permits (SUPs)
- Draft, present, and make recommendations on text amendments to the Zoning, Subdivision, and other County ordinances
- Long-range planning activities including management of the County's Comprehensive Plan and ten (10) implementing component plans
- Natural resource planning activities including water resource protection and water quality improvement projects
- Manage continuing activities to support the Spout Run TMDL implementation plan
- Manage the County's conservation easement program
- Maintain the County's database of dwelling unit rights (DURs)
- Manage the County's historic preservation program
- Oversee the County's energy management program
- Oversee the County's biosolids monitoring program
- Conduct commercial site plan reviews
- Review and process subdivision plats and boundary line adjustments
- Administer the stormwater ordinance and erosion and sediment control ordinances in conjunction with the Building Department
- Zoning review of County building permits
- Zoning review of County business licenses
- Apply for and manage grants to support County projects
- Provide planning and zoning technical assistance to the Town of Boyce including:
 - Serve as the Zoning Administrator and subdivision agent for the town.
 - Provide daily customer service to persons seeking information on planning and zoning in Boyce
 - Conduct zoning review of building permits and business licenses
 - Process, present, and provide recommendations on applications for subdivision, site plan review, boundary line adjustment, rezoning, and special use permit
 - Serve as custodian for public documents pertaining to Town zoning applications
 - Attend meetings of the Town Planning Commission and Town Council and provide additional planning/zoning technical assistance when requested

- Staff support to numerous boards and committees including:
 - Planning Commission and Standing Committees/Special Subcommittees
 - Board of Zoning Appeals
 - Board of Septic and Well Appeals
 - Historic Preservation Commission
 - Conservation Easement Authority
 - Berryville Area Development Authority
 - Litter Committee
 - Other special committees designated by the Board of Supervisors
- Provide support to the County’s geographic information system (GIS) program
- Represent the County on various regional committees through the Northern Shenandoah Valley Regional Commission
- Coordinate/manage projects community development projects and other special projects as assigned by the County Administrator or Board of Supervisors
- Administrative functions including managing the Department website and developing/presenting the Department’s annual report to the Board of Supervisors

Departmental Goals

1. Deliver professional-level technical guidance in the following subject areas:
 - a. Land use planning
 - b. Zoning and subdivision ordinance development and application
 - c. Environmental and natural resource planning
 - d. Land conservation
 - e. Historic preservation
 - f. Energy management
 - g. Transportation
 - h. State legislative items
2. Conduct effective enforcement of County ordinances
3. Provide quality customer service across numerous platforms
4. Maximize finite County resources

2. Summary of Activities

Detailed descriptions of these and other projects undertaken by the Department, along with a summary of the land use requests processed by the Department in 2016, are included below.

A. Zoning Map Amendments

One new rezoning application was filed and approved in 2016.

- **RZ-16-01, Shenandoah Retreat Land Corporation/Philip Jones**

Approval of a rezoning request for a 2,223 square foot portion of the property identified as Tax Map #17A1-A-1, located west of 609 Laurel Lane in the Buckmarsh Election District, from Forestal Open-Space Conservation (FOC) to Rural Residential (RR). The Board of Supervisors approved this rezoning request on June 21, 2016.

B. Special Use Permits

One new special use permit application was filed and approved in 2016.

- **SUP-16-01/SP-16-01, Hecate Energy Clarke County LLC**
Hecate Energy Clarke County LLC requests approval of a Special Use Permit (SUP) and Site Plan (SP) to construct a 20MW solar power plant, large photovoltaic, on the property identified as Tax Map #27-A-5 located on the north side of Lord Fairfax Highway (U.S. 340) with frontage on the west side of Gun Barrel Road (Rt. 644), north of Double Tollgate Road (Rt. 670), north side of Highland Corners Road (Rt. 699), and on the east side of Stonewall Jackson Highway, in the White Post Election District and zoned Agricultural Open-Space Conservation (AOC). This application was approved by the Board of Supervisors on June 21, 2016.

C. Text Amendments

Four text amendments involving changes to the Zoning Ordinance were processed by the Department in 2016. Full text of each amendment is included in Appendix B:

- **TA-16-01, Public Outdoor Recreation Facility Lighting**
Proposed text amendment to amend §6-H-11, Outdoor Lighting Standards, of the Zoning Ordinance. The purpose of the amendment is to establish a new category for public outdoor recreation facility lighting including new lighting plan submission and design criteria requirements. The amendment was adopted by the Board of Supervisors on March 15, 2016.
- **TA-16-02, Streambank Protection Regulations**
Proposed text amendment to §3-E-1, Flood Plain District (FP), and §3-E-5, Stream Protection Overlay District, of the Zoning Ordinance. The purpose of the amendment is to establish to construction standards and regulations for the siting of boat landings, boat ramps, docks, decks, stairs, and similar structures along perennial streams including the Shenandoah River. The amendment also clarifies current ordinance language including referencing County Septic Ordinance regulations for the siting of portable privies and linking of complementary provisions in both sections. The amendment was adopted by the Board of Supervisors on March 15, 2016.
- **TA-16-03, Addition of Farm Distilleries as a Permitted Use in the AOC and FOC Districts; Use of Waterworks by Farm Breweries, Farm Wineries, and Farm Distilleries**
Proposed text amendment to amend §3-A-1-a, Agricultural-Open Space-Conservation District (AOC); §3-A-2-a, Forestal-Open Space Conservation District (FOC); §3-A-1-e and §3-A-2-e, Installation of Waterworks or Sewerage System & Treatment Works; §3-C, Supplementary Regulations; and §9-B, Definitions, of the Zoning Ordinance. The amendment was adopted by the Board of Supervisors on October 18, 2016.
- **TA-16-04, Amend Stormwater Management Regulations**
Proposed text amendment to amend Zoning Ordinance §3-A-8, Business Commercial (BC); §3-A-9, Business (B); §3-A-10, Business Park (BP); §3-E-1, Flood Plain District (FP); §4-F, Drainage; and Article 6, Site Development Plans; and to amend Subdivision

Ordinance Article 4, Procedure for Subdivision Approval; §8-I, Drainage; §8-J, Private Access Easements; and §11-A, Improvements. The purpose is to reconcile the Zoning and Subdivision Ordinances with the recent repeal of Chapter 154, Stormwater Management, of the Code of Clarke County. Former local stormwater management regulations will be replaced with reference to State regulations, and additional edits are proposed for clarity purposes. The amendment was adopted by the Board of Supervisors on January 17, 2017.

D. Site Plans

One site plan was approved by the Planning Commission in 2016.

- **SUP-16-01/SP-16-01, Hecate Energy Clarke County LLC**
Hecate Energy Clarke County LLC requests approval of a Special Use Permit (SUP) and Site Plan (SP) to construct a 20MW solar power plant, large photovoltaic, on the property identified as Tax Map #27-A-5 located on the north side of Lord Fairfax Highway (U.S. 340) with frontage on the west side of Gun Barrel Road (Rt. 644), north of Double Tollgate Road (Rt. 670), north side of Highland Corners Road (Rt. 699), and on the east side of Stonewall Jackson Highway, in the White Post Election District and zoned Agricultural Open-Space Conservation (AOC). This application was approved by the Board of Supervisors on June 21, 2016.

E. Administrative Site Plans

Ten Administrative Site Plans were approved by the Zoning Administrator in 2016.

- **ASP-16-01, T-Mobile**
Request administrative approval of a Site Plan Amendment to add new equipment within the existing lease area and install new microwave dish on the existing self-support tower at the facility on 20870 Blue Ridge Mountain Road. The property is identified as Tax Map \$30-2-1, in the Millwood election District, zoned Agricultural Open-Space Conservation (AOC). The Zoning Administrator approved this Administrative Site Plan on February 2, 2016.
- **ASP-16-02, Jaspreet Singh (Jim's Old Country Store)**
Request administrative approval of a Site Plan Amendment to install a walk-in beer cooler at Jim's Country Store. The property is identified as Tax Map #37A1-30 located at 26 Shenandoah River Lane in the White Post Election District, zoned Commercial Neighborhood (conditional rezoned) CN. The Zoning Administrator approved this Administrative Site Plan on February 12, 2016.
- **ASP-16-03, Verizon Wireless**
Request administrative approval of a Site Plan amendment to replace 12 existing antennas with 12 new antennas on existing tower located at 134 Mount Carmel Road, Tax Map 339-a-71, Millwood Election District, zoned Forestal Open-Space Conservation (FOC). The Zoning Administrator approved this Administrative Site Plan on March 8, 2016.

- **ASP-16-04, AT&T**
 Request administrative approval of a Site Plan amendment to install 3 new antennas, swapping 3 existing antennas for 3 new and adding 6 radios on the existing water tower cell site identified as Tax Map #14-A-6 located at 201 Tom Whitacre Circle, Russell Election District, zoned Agricultural Open-space Conservation (AOC). The Zoning Administrator approved this Administrative Site Plan on April 1, 2016.
- **ASP-16-05, Powhatan School, Inc.**
 Request administrative approval of a Site Plan amendment to construct a greenhouse and deck for the property identified as Tax Map #29-A-16, located at 49 Powhatan Lane in the White Post Election District zoned Agricultural Open-Space Conservation (AOC). The Zoning Administrator approved this Administrative Site Plan on July 19, 2016.
- **ASP-16-06, Shentel**
 Request administrative approval of a Site Plan Amendment for modifying an existing telecommunications facility with new antennas installed on the existing lattice tower and all ancillary equipment will be installed inside the existing fenced compound lease area on the property identified as Tax Map #13-A-61 located at 88 Ramsburg Lane in the Russell Election District and zoned Agricultural Open-Space Conservation (AOC). The Zoning Administrator approved this Administrative Site Plan on September 7, 2016.
- **ASP-16-07, AT&T**
 Request administrative approval of a Site Plan Amendment to replace three existing panel antennas with three proposed panel antennas and three proposed RRHs on existing mounts on an existing 140' tall water tank located at 14341 Lord Fairfax Highway and identified as Tax Map #28-A-27D, White Post Election District, zoned Agricultural Open-Space Conservation (AOC). The Zoning Administrator approved this Administrative Site Plan on October 24, 2016.
- **ASP-16-08, Verizon Wireless**
 Request administrative approval of a Site Plan Amendment for a 15' monopole extension and the installation of a 12' x 17' equipment pad, Verizon wireless outdoor equipment, 15 KW DC Generator, 12 antennas and 2 fiber lines to the existing monopole located at 4163 Harry Byrd Highway in the Buckmarsh Election District, zoned Agricultural Open-Space Conservation (AOC). The Zoning Administrator approved this Administrative Site Plan on October 24, 2016.
- **ASP-16-09, All Points Broadband**
 Request administrative approval of a Site Plan Amendment to install equipment on an existing concrete pad inside an existing compound and for the installation, maintenance and operation of broadband communications equipment on the existing tower at the property identified as Tax Map #13-A-61 located at 88 Ramsburg Lane in the Russell Election District and zoned Agricultural Open-Space Conservation (AOC). The Zoning Administrator approved this Administrative Site Plan on September 29, 2016.

- **ASP-16-10, Clarke County Parks & Recreation**

Request administrative approval of a Site Plan Amendment to install outdoor lighting for ball fields at the property identified at Tax Map #13-A-62 located at 225 Al Smith Circle in the Russell Election District and zoned Agricultural Open-Space Conservation (AOC). The Zoning Administrator approved this Administrative Site Plan on December 15, 2016.

F. Board of Zoning Appeals

One application was filed with the Board of Zoning Appeals in 2016.

- **BZA-16-01, Powhatan School, Inc.**

Request approval of a 50 foot variance from the 150 foot front yard setback requirement from the centerline of a secondary scenic byway to a proposed greenhouse and deck for the property identified as Tax Map 329-A-16, located at 49 Powhatan Lane in the White Post Election District zoned Agricultural Open-Space Conservation (AOC). The Board of Zoning Appeals approved this request on June 22, 2016.

G. Board of Septic Appeals

Two applications were filed with the Board of Septic Appeals in 2016.

- **BSA-16-01, Steven Soechtig**

Request approval of an administrative appeal of Staff's application of Chapter 143-9(B) and Table 1 of the Clarke County Septic Ordinance, specifically, "*The minimum separation distance from a Soil Treatment Area to springs at a lower elevation than the septic system is 500 feet.*" Staff's determination of a spring (meeting the definition in the Ordinance) being located on the property resulted in a Virginia Department of Health denial of an application for a sewage disposal system. The Board of Septic Appeals denied this request on May 26, 2016.

- **BSA-16-02 The Grace Ritzenberg Revocable Trust**

Request approval of a variance from the Clarke County Septic Ordinance Section 143-9-Table 1, specifically, "*The minimum separation distance from a Soil Treatment Area to springs at a lower elevation than the septic system is 500 feet.*" The Board of Septic Appeals approved this request on May 4, 2016.

H. Town of Boyce Activities

In 2016, Department Staff processed one boundary line adjustment application for the Town of Boyce in addition to review of zoning permit and business license applications throughout the year. Special technical assistance was provided on three matters for the Town:

- **Stormwater complaint.** Staff assisted the Town with the review of a complaint from a Town resident regarding stormwater coming through his back yard as a result of past development on the Boyce Volunteer Fire Department property. Planning Staff, with the assistance of Building Department Staff, coordinated with the property owner and Town officials to identify the specific concerns, conducted research into previous site plan approvals, and performed onsite inspections to determine compliance with the approved plans. In conjunction with the Town Attorney, a recommended course of action was provided to Town officials.

- Review of proposed antique mall. Staff also worked with Town officials regarding the proposed siting of an antique mall in a location that did not comply with Town Zoning Ordinance requirements. Staff spent considerable time researching the zoning history of the subject property and met on several occasions with the prospective business owner, property owner, and Town officials. A zoning determination letter was ultimately issued by Zoning Administrator Ryan Fincham at the request of the Town. This issue presented an opportunity to re-acquaint Town officials with the role of County Staff in providing planning and zoning technical assistance, and also resulted in the establishment of clearer procedures regarding review of business license applications between Town and County Staff.
- Bond release – Meadowview Subdivision. In the summer of 2016, the developer of Meadowview Subdivision requested the release of bonding for construction of improvements. While the water and sewer infrastructure had long been completed and subdivision streets had been accepted for maintenance by VDOT, final inspections and necessary paperwork had not been completed by the developer to authorize bond release. Staff worked with the Town Attorney, Sanitary Authority Staff, and the developer’s consultant to research the status of incomplete items and resolve them to enable bond release by Town Council.

I. Other Administrative Reviews

Planning Department Staff reviewed sixteen boundary line adjustment applications in 2016. Two administrative subdivisions (divisions consisting of lots 100 acres or larger) were filed in 2016.

J. Special Projects

In addition to land use and zoning activities, several special projects were undertaken by the Department during the year:

- Berryville Area Plan update. Town and County planning staffs completed the rewriting of the Berryville Area Plan – a project that began in 2012. The rewrite project consisted of editing, updating, and consolidating the current Plan into four chapters:
 - Chapter I – Introduction (containing background information, updated demographics, and new sections on the Town-County annexation agreements)
 - Chapter II – Plan Sub-Areas (includes updated descriptions and residential/commercial yield numbers for the designated Sub-Areas)
 - Chapter III – New chapter with clear statement of the Plan’s goals, objectives, and strategies
 - Chapter IV – Plan Implementation (plan conclusion containing implementation strategies and potential future growth areas)

Activities in 2016 included finalizing the revised Area Plan and making presentations on the draft as it proceeded through formal public hearings before the BADA, Town Council, and Board of Supervisors. The revised Area Plan was formally adopted by Town Council on May 10 and by the Board of Supervisors on May 17.

- Business Intersection Area Plans update – Waterloo and Double Tollgate Area Plans. Planning Staff worked with the Planning Commission’s Business Intersection Area Plans Subcommittee (consisting of Robina Bouffault, Anne Caldwell, Gwendolyn Malone, and Len Capelli) to revise and update the Waterloo and Double Tollgate Area Plans. The update project was designed to accomplish the following:
 - Review the original recommended policies for each plan, determine their degree of implementation, and identify which policies need to be updated. This evaluation included comparing the original assumptions and growth projections with the current state of growth in 2016.
 - Develop new policies and organize them in a goals/objectives/strategies format.
 - Integrate the recommendations of the 2013 Comprehensive Plan and the 2014 Economic Development Strategic Plan into the revised Area Plans.

The Subcommittee worked throughout the summer to develop revised Area Plan drafts. The Planning Commission held formal public hearings on October 7 and voted to recommend adoption of the drafts. The Board of Supervisors formally adopted both revised Area Plans following duly advertised public hearings on December 20.

- Agricultural Land Plan update. Planning Staff also worked with the Planning Commission’s Agricultural Land Plan Subcommittee to revise and update the Agricultural Land Plan. The Subcommittee was a collaboration between the Commission and the Agricultural & Forestal District (AFD) Advisory Committee – members included Robina Bouffault, Jon Turkel, and Randy Buckley from the Commission and Emily Day and Corey Childs from the Advisory Committee. Similar to the Business Intersection Area Plans update, the Agricultural Land Plan update project was designed to accomplish the following:
 - Review the original plan recommendations, determine their degree of implementation, and identify which policies need to be updated.
 - Develop new policies and organize them in a goals/objectives/strategies format.
 - Integrate the recommendations of the 2013 Comprehensive Plan and the 2014 Economic Development Strategic Plan.

The Subcommittee developed a recommended revised draft to the Commission in the fall and the Commission voted to recommend its adoption following public hearing on January 6, 2017. The Board of Supervisors voted to adopt the revised Area plan following a duly advertised public hearing on February 21, 2017.

- Telecommunications text amendment/Telecommunications Study. In order to support the Planning Commission’s ongoing efforts to revise the County’s regulations on telecommunications facilities to improve cellular, data, and broadband internet access, Staff worked with an engineering consultant to develop a Telecommunications Infrastructure and Broadband Study for Clarke County. The consultant was responsible for addressing the following items in the Study:

- Analyze the County’s current network of telecommunications facilities and its capacity for expansion both for cellular communications and high-speed data for internet applications.
- Determine where current and future communications needs are in the County and the optimal locations and heights for new monopoles to meet these needs.
- Identify new or emerging technologies accessible now or in the near future to provide telecommunications and high-speed internet access based on the County’s unique characteristics; recommend detailed strategies and funding opportunities for facilitating their development.

The Study is intended to be used to further develop the Commission’s Zoning Ordinance text amendment and to help the Board of Supervisors with strategies to make broadband internet options more diverse and available to more residents and businesses. Planning Staff worked in the spring with Joint Administrative Services Staff to develop and issue a Request for Proposals and select a consultant. The Atlantic Group was ultimately chosen and worked throughout the summer and fall to develop the Study in consultation with the Commission’s Telecommunications Subcommittee. The consultant’s final presentation of the Study was made to the Board of Supervisors on November 29 and the Board voted to accept the Study on December 20.

- MUNIS Implementation. Staff began active use of the Planning and Zoning module of the County’s new MUNIS system in Spring 2016 following extensive implementation activities throughout 2015 and early 2016. This module serves as an electronic database for the filing, processing, review, and ongoing records management of the Department’s land use and permit applications. The module is shared with the Building Department and connected to the Finance and Property modules to better coordinate permit reviews, cash handling, and historical record-keeping of changes to properties over time. Implementation activities included creating lists of all permit/application types and fees and inputting them into the MUNIS system; creating parallel lists for Boyce land use applications; identifying agencies involved in the review of specific permit/application types; and monitoring the transfer of critical property notes and DUR information from the AS400 system.

Upon “going live” with MUNIS, Staff has been inputting all land development applications into MUNIS including but not limited to site plans, boundary line adjustments, subdivisions, special use permits, rezonings, zoning permits, and business licenses. Staff has also worked extensively with Finance and IT staff and with other related departments to troubleshoot elements of MUNIS that are not working properly.

- Repeal of County Stormwater Management Ordinance. On June 15, 2016, the County was notified by Virginia Department of Environmental Quality (DEQ) staff that the County is not authorized under the Code of Virginia to enforce stormwater regulations that are more stringent than State regulations and that the County’s stormwater ordinance is “null and void.” State law only authorizes localities to have more stringent regulations if they are a Virginia Stormwater Management Program (VSMP) Authority responsible for issuing the State permits (an “opt in” locality). Localities such as Clarke County that have “opted out” of managing the VSMP process are prohibited under State law from

applying more stringent regulations. Those counties that have “opted in” and are VSMP Authorities can only have more stringent regulations if they are approved by the State to have such regulations.

Planning Staff worked in conjunction with the County Attorney to verify that DEQ’s position was accurate. This resulted in Staff developing a text amendment to remove the County’s stormwater ordinance from the County Code, and a companion text amendment to replace references to the County stormwater ordinance that appear in the Zoning and Subdivision Ordinances (TA-16-04). Staff also worked to adjust internal workflows and examine fee schedules to account for the removal of local stormwater review from our processes.

3. Building Permits

A. Residential Permits

A total of 66 permits to construct new single-family homes were issued in 2016. 29 were issued for parcels located outside of the towns and 36 permits were issued in the Town of Berryville. 1 permit was issued in the Town of Boyce.

Residential Building Permits Issued, 2000-2016

	County	Berryville	Boyce	TOTAL		County	Berryville	Boyce	TOTAL
2016	29	36	1	66	2004	81	45	4	130
2015	25	20	0	45	2003	72	53	2	127
2014	27	16	3	46	2002	78	49	2	129
2013	21	6	1	28	2001	86	50	2	138
2012	16	4	0	20	2000	68	33	0	101
2011	16	1	0	17					
2010	10	4	9	23					
2009	11	1	12	24					
2008	20	0	23	43					
2007	39	6	12	57					
2006	41	25	14	80					
2005	65	141	15	221					

B. Total Permits -- Valuation

Building permit valuation information is unavailable for 2016 due to technical problems with MUNIS.

4. Subdivisions

The table below lists the total number of new lots and acreage subdivided in the County and incorporated towns from 2000-2016. In 2016, nine minor subdivisions were approved by the Planning Commission resulting in the creation of nine new lots. Figures for Berryville include only subdivisions approved in the annexation area covered by the Berryville Area Plan.

Year	Lots/Acres	County	Berryville	Boyce
		Total	Total	Total
2000	Lots	25	5	
	Acres	2125	72	
2001	Lots	72	3	6
	Acres	535	0	1
2002	Lots	40	100	3
	Acres	281	81	1
2003	Lots	34	70	43
	Acres	412	54	21
2004	Lots	30	71	5
	Acres	325	72	2
2005	Lots	31	99	71
	Acres	370	60	15
2006	Lots	36	10	1
	Acres	799	32	<1
2007	Lots	25	1	2
	Acres	179	2	2
2008	Lots	25	0	0
	Acres	708	0	0
2009	Lots	6	0	1
	Acres	2	0	<1
2010	Lots	5	0	0
	Acres	191	0	0
2011	Lots	8	0	0
	Acres	98	0	0
2012	Lots	6	0	0
	Acres	67	0	0
2013	Lots	4	0	0
	Acres	144	0	0
2014	Lots	13	0	20
	Acres	252	0	6
2015	Lots	2	0	0
	Acres	18.71	0	0
2016	Lots	9	0	0
	Acres	175.7681	0	0

DWELLING UNIT RIGHTS

Dwelling Unit Rights (DURs) Used and Remaining by Magisterial District

Magisterial District	DURs Allocated	DURs Remaining	% Remaining
Greenway	1,590	1,092	68.7
Chapel	2,011	1,334	66.3
Battletown	1,496	779	52.1
Longmarsh	1,566	707	45.2
TOTAL	6,663	3,912	58.7

5. Conservation Easements

Conservation Easements Added/Dwelling Units Retired, 1974-2016

	VOF, OTHERS (acres)	COUNTY (acres)	DURs RETIRED
1974	72	0	n/a
1975	4	0	n/a
1976	195	0	n/a
1977	119	0	n/a
1978	667	0	n/a
1979	1,037	0	n/a
1980	166	0	n/a
1981	0	0	n/a
1982	100	0	n/a
1983	0	0	n/a
1984	0	0	n/a
1985	0	0	n/a
1986	0	0	n/a
1987	0	0	n/a
1988	807	0	n/a
1989	1,540	0	n/a
1990	2,503	0	n/a
1991	846	0	n/a
1992	64	0	n/a
1993	328	0	n/a
1994	2	0	n/a
1995	95	0	n/a
1996	42	0	n/a

	VOF, OTHERS (acres)	COUNTY (acres)	DURs RETIRED
1997	336	0	n/a
1998	485	0	n/a
1999	951	0	n/a
2000	1,453	0	n/a
2001	764	0	n/a
2002	1,180	0	n/a
2003	133	145	3
2004	957	35	1+13 lots in Boyce
2005	943	314	5
2006	425	579	18
2007	285	1,261	45
2008	0	250	12
2009	230	484	13
2010	0	473	21
2011	210	582	18
2012	0	709	26
2013	1,120	612	15
2014	65	404	15
2015	17	33	5
2016	0	1,262	30
SUBTOTAL		7,073	
TOTAL	18,140	25,213	240

Conservation Easement Purchase Summary, 2003-2016

YEAR	DUR'S TERMINATED	APPRAISED VALUE	DUR PURCHASE VALUE	OWNER SHARE	COUNTY SHARE*	GRANT SHARE	GRANT SOURCE
2003	3	\$251,000	\$0	\$26,000	\$225,000	\$0	
2003	0	\$0	\$0	\$0	\$0	\$0	
2005	2	\$198,100	\$0	\$123,100	\$75,000	\$0	
2005	2	\$200,000	\$0	\$125,000	\$50,000	\$25,000	SRDCD
2006	3	\$578,400	\$0	\$445,133	\$133,267	\$0	
2006	3	\$736,950	\$0	\$166,575	\$114,075	\$228,150	VOF
2007	5	\$1,126,813	\$0	\$162,125	\$8,062	\$478,313	VLCF, VDACS, FRPP
2008	3	\$346,551	\$0	\$86,638	\$86,638	\$173,275	FRPP
2008	2	\$180,000	\$0	\$53,100	\$42,300	\$84,600	FRPP
2008	5	\$716,500	\$0	\$179,125	\$27,750	\$509,625	VLCF, VDACS, FRPP
2008	1	\$131,500	\$0	\$32,875	\$16,437	\$82,188	VDACS, FRPP
2010	1	\$0	\$25,000	\$0	\$12,500	\$12,500	VDACS
2010	2	\$0	\$80,000	\$0	\$40,000	\$40,000	VDACS
2010	1	\$0	\$28,000	\$0	\$14,000	\$14,000	VDACS
2010	6	\$0	\$240,000	\$0	\$120,000	\$120,000	VDACS
2010	5	\$0	\$140,000	\$0	\$70,000	\$70,000	VDACS
2010	2	\$0	\$80,000	\$0	\$40,000	\$40,000	VDACS
2010	2	\$0	\$60,800	\$0	\$30,400	\$30,400	VDACS
2010	1	\$0	\$30,400	\$0	\$15,200	\$15,200	VDACS
2011	2	\$240,500	\$0	\$60,125	\$30,063	\$150,312	VDACS, FRPP
2011	1	\$0	\$13,000	\$0	\$6,500	\$6,500	VDACS
2011	2	\$0	\$25,000	\$0	\$25,000	\$0	
2011	2	\$0	\$80,000	\$0	\$40,000	\$40,000	VDACS
2012	2	\$0	\$80,000	\$0	\$40,000	\$40,000	VDACS
2012	4	\$345,500	\$0	\$86,375	\$20,000	\$239,125	PEC, VDACS, FRPP
2013	4	\$30,300	\$0	\$125,000	\$27,500	\$347,500	PEC, VLCF, VDACS, FRPP
2013	4	\$542,500	\$0	\$135,625	\$32,813	\$374,062	PEC, VLCF, VDACS, FRPP
2013	3	\$255,000	\$0	\$63,750	\$3,125	\$188,125	PEC, VLCF, VDACS, FRPP
2013	4	\$560,000	\$0	\$140,000	\$97,500	\$322,500	PEC, VLCF, VDACS
2014	3	\$0	\$69,600	\$0	\$34,800	\$34,800	VDACS
2014	2	\$173,500	\$0	\$43,375	\$2,718	\$128,468	PEC, VLCF, VDACS, FRPP
2014	3	\$194,500	\$0	\$48,625	\$687	\$145,187	VLCF, VDACS, FRPP
2014	1	\$0	\$0	\$0	\$20,000	\$20,000	VDACS
2014	2	\$0	\$60,000	\$0	\$30,000	\$30,000	VDACS
2016	1	\$0	\$40,000	\$0	\$20,000	\$20,000	VDACS
2016	3	\$0	\$120,000	\$0	\$60,000	\$60,000	VDACS
2016	2	\$0	\$80,000	\$0	\$40,000	\$40,000	VDACS
2016	2	\$0	\$32,000	\$0	\$16,000	\$16,000	VDACS
2016	2	\$0	\$32,000	\$0	\$16,000	\$16,000	VDACS
2016	4	\$0	\$64,000	\$0	\$32,000	\$32,000	VDACS
2016	2	\$0	\$32,000	\$0	\$16,000	\$16,000	VDACS
2016	3	\$74,500	\$0	\$18,625	\$9,313	\$46,562	VDACS, ALE
2016	2	\$140,500	\$0	\$35,125	\$17,563	\$87,812	VDACS, ALE
			Total	\$2,156,296	\$1,758,211	\$4,324,204	
			% of Total	26.2	21.3	52.5	

* Represents County funds used to purchase conservation easements; program began in 2003

Note – No easement purchases were made in 2015.

Grant Sources

VDACS = Virginia Department of Agriculture and Consumer Services (State)

VLCF = Virginia Land Conservation Fund (State)

FRPP = Farm & Ranchland Protection Program (Federal)

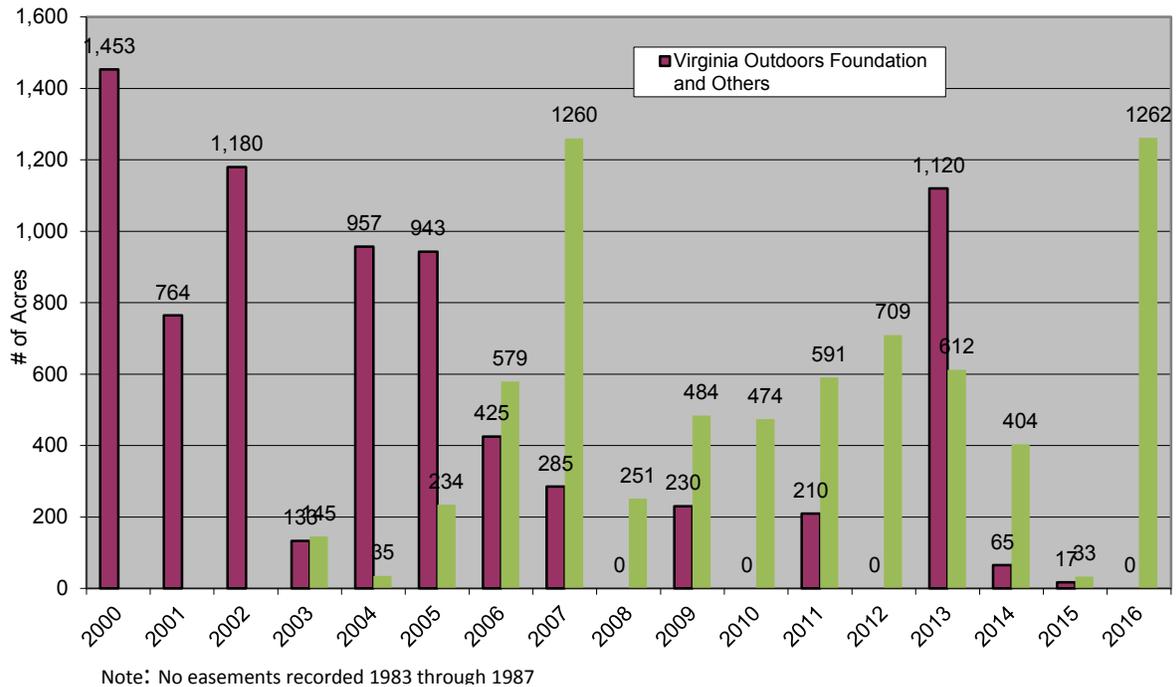
SRDCD = Shenandoah Resource Conservation and Development Council (State)

VOF = Virginia Outdoors Foundation (State)

PEC = Piedmont Environmental Council

The first conservation easement was recorded in 1974 by the Virginia Outdoors Foundation. Between 1974 and 1999 10,359 acres were placed in easement. The chart below details the acreage of easements by year from 2000 through 2016.

Conservation Easements – Virginia Outdoors Foundation, Virginia Department of Historic Resources & Clarke County Conservation Easement Authority



Special projects

- Greenway Court renovation project. The Clarke County Conservation Easement Authority holds an easement on Greenway Court and is charged with administering the rehabilitation of the historic structures and archeological surveys. In 2014, the County applied for and received a \$97,240 Hurricane Sandy Disaster Relief Assistance Grant to renovate the Land Office and Smoke House at Greenway Court. In addition, \$12,718 was provided by the Friends of Greenway Court; for an overall budget of \$109,858. Zinman Properties (Jay Hillerson) was awarded the contract and the work has been completed. An open house to view the work will be conducted in May 2017.
- Easement inspections program. A part-time intern was employed during the Summer of 2016 to perform compliance inspections on all properties containing easements held by the Clarke County Easement Authority. The intern was paid through the Authority’s stewardship fund and successfully completed onsite inspections and reports on approximately 90 properties. The Department expects this to be a reoccurring program and will maintain a database of inspection results.

6. Biosolids Applications

On July 15, 1997 the Board of Supervisors approved the adoption of a text amendment establishing standards for the land application of bio-solids.

Beginning in 1998, two companies, Bio Gro and Recyc Systems applied biosolids in the County. Currently Synagro (formally Bio-Gro) and Wright Trucking spread on area farms. The following table summarizes the acreages applied each year.

In 2004, State law repealed Counties ability to regulate biosolid application beyond testing and monitoring. The change permits Counties to request reimbursement for expenses relating to monitoring and testing but eliminates increased setback standards that Clarke County had adopted to protect ground and surface water resources in sensitive karst areas.

Beginning January 1, 2008 the Virginia Department of Environmental Quality (DEQ) assumed regulatory oversight of all land application of treated sewage sludge, commonly referred to as biosolids. This action, which moves oversight of the Biosolids Use Regulations from the Virginia Department of Health to DEQ, was at the direction of the 2007 General Assembly, which voted to consolidate the regulatory programs so that all persons land applying biosolids would be subject to uniform requirements, and to take advantage of the existing compliance and enforcement structure at DEQ.

Biosolids Applications

Year	Acres	# Farms
1998	180	2
1999	625	3
2000	0	0
2001	1830	11
2002	1145	11
2003	350	3
2004	150	4
2005	263	3
2006	950	9
2007	1,063	10
2008	1,307	13
2009	1,287	13
2010	1,989	21
2011	1,800	18
2012	1,539	18
2013	838	8
2014	1,784	23
2015	665	13
2016	61	1
19 Year Total	17,161	

DEQ has established an Office of Land Application Programs within the Water Quality Division to manage the biosolids program, as well as land application of industrial sludges, septage, livestock and poultry waste, and water reclamation and reuse. The Virginia Department of Health will continue to consult with DEQ and advise the public on health issues related to biosolids applications.

All applications have been closely monitored by County and State representatives and have been in compliance with all requirements. In accordance with State Regulations, Counties may be reimbursed for the testing and monitoring expenses; in 2016 the County was reimbursed \$590.07. Land applications were way down due two factors; 1) Blue Plains was formerly the source of much of the biosolids applied in Clarke County. As a result of significant process changes, Blue Plains generates less than half the volume of material as in the past, and their supply is not going primarily to Clarke; and 2) Milton Wright was formerly a major land applier in Clarke, but that operation has seen significant cutbacks in activity. The Piscataway biosolids contract is now held by another land applier who does not operate in Clarke.

The total number of acres permitted for biosolids application in the County is 11,125, proportionately more biosolids than many other

Counties in the area, averaging 18,000 wet tons per year. The biosolids contain about 5-8 pounds of nitrogen per ton of biosolids. There is interest and concern about the effect of biosolids application on the quality of ground water in Clarke County. In order to address this concern, the County applied for and received 2 grants in 2013, totaling \$16,000 to monitor 10 springs in northern

Shenandoah Valley for discharge, TN, TP, ammonia, ortho phosphate, nitrate-nitrite, E. coli, flow, general water chemistry. Springs are in located in karst areas. Purpose is to identify contribution of contamination from springs to surface waters to assist in 1) determining appropriate BMP's on agricultural lands and 2) impact of biosolids applications on water quality as compared to other fertilizer sources. A report detailing the study is available from the Planning Department.

7. Historic Preservation Commission Activities

No Certificates of Appropriateness were filed in 2016.

- ***Special projects***

The Historic Preservation Commission received a \$9,500 grant from the Department of Historic Resources to complete an outline for a book entitled "Clarke County, Virginia History through Architecture". This is the first of 3 phases needed to complete the book. The research and writing will be completed by Maral Kalbian, Architectural Historian. Match was contributed by the Board of Supervisors, \$1,000; the Conservation Easement Authority, \$2,500 and the Clermont Foundation, \$2,000.

APPENDIX A – Miscellaneous Activity Tables

1. Minor Subdivisions

2016 MINOR SUBDIVISIONS						
FILE #	NAME	DESCRIPTION	TAX MAP(S)	ZONING	ELECTION DISTRICT	ACTION
MS-16-01	William & Kathleen Weiss		16-4-21	AOC	Buckmarsh	Approved 2/5/16
MS-16-02 (SEE MLSE-16-01)	Byron B. Timberlake	19.7516 (MLSE) <u>83.2484 residual</u> 103 total	21-A-14	AOC	White Post	Approved 3/4/16
MS-16-03 (SEE MLSE-16-02)	Grace Ritzenberg	2 lots, 177.7502 ac.	16-A-39	AOC	Buckmarsh	Approved 6/10/16
MS-16-04 (SEE MLSE-16-03)	Moore & Dorsey, Inc.	2 lots, 116.5794 ac.	16-A-22	AOC	Buckmarsh	Approved 8/25/16
MS-16-05	James A. Wine, Jr. & Carol Flaherty	2 lots, 31.0680 ac.	32-A-77	FOC	Millwood	Approved 9/22/16
MS-16-06	Lindsay Harris/Peter Schaffer, Jr.	1 lot, 3.119 ac.	33-7-4	FOC	Millwood	Approved 2/3/17
MS-16-07	Gregory & Joann Davis	2 lots, 42.284 ac.	15-A-55	AOC	Buckmarsh	Approved 9/2/16
MS-16-08	Margaret Dillow, et al.	2 lots, 25.5128 ac.	7-A-7E	AOC	Russell	Approved 11/18/16
MS-16-09	Ronald DeHaven	2 lots, 47.933 ac.	6-A-16	AOC	Russell	Pending

2. Boundary Line Adjustments

2016 BOUNDARY LINE ADJUSTMENTS						
FILE #	NAME	DESCRIPTION	TAX MAP(S)	ZONING	ELECTION DISTRICT	ACTION
BLA-16-01	Bryan & Cynthia Casey		23-A-19 & 23-A-20	AOC	Buckmarsh	Approved 4/15/16
BLA-16-02	Robert E. Johnson		8-A-55D, 9-A-27 & 9-A-27A	AOC	Russell	Approved 3/7/16
BLA-16-03	Philip Jones		17A1-8-100A	FOC	Buckmarsh	Approved 6/22/16
BLA-16-04	Shenandoah Retreat Land Corp		17A2-10-105, 106, 107 & 108	RR	Buckmarsh	Approved 3/14/16

BLA-16-05	Kenneth Bell		38-A-44,45,47,48	AOC	White Post	Pending
BLA-16-06	Scott & Judith Tredway		7-5-1 & 7-5-3	AOC	Russell	Withdrawn 9/29/16
BLA-16-07	Indie Development, LLC (Charles Snead)		31-A-20 & 20A	FOC	Millwood	Approved 10/7/16
BLA-16-08	Dennis & Mary Godbold		2-A-4 & 4A	AOC	Russell	Approved 11/15/16
BLA-16-09	Donna Hayes		28-A-10 & 28-A-8A	AOC	White Post	Approved 10/11/16
BLA-16-10	Paul Massanopoli	Equal change of 6096.15 sq ft for each lot	24-A-30A & 24-A-30B	AOC	Buckmarsh	Approved 10/17/16
BLA-16-11	Robert Johnson & Teresa		16-A-58E & 16-A-58F	AOC	Buckmarsh	Approved 11/9/16
BLA-16-12	Cabin Properties, Inc. Agent: Scott Smalley		40A-A-4E,F,G, H, K & L	AOC	Millwood	Approved 12/7/16
BLA-16-13	Cabin Properties, Inc. Agent: Scott Smalley		40A-A-4I, J & M	AOC	Millwood	Approved 12/7/16
BLA-16-14B	Barry & Karen Myers/ William & Karen Dean		21A1-A-3 & 21A1-A-4	R-1	White Post	Approved 11/18/16
BLA-16-15	Margaret Dillow		7-A-7E & 7-A-7I	AOC	Russell	Approved 12/1/16
BLA-16-16	David & Mary Nalls		15-3-7A & 15-3-8	AOC	Buckmarsh	Approved 1/3/17
BLA-16-17	Auggie LTD, Partnership		8-A-35	AOC	Russell	Approved 1/19/17

2016 Home Occupation Permits

Name	Address	Map #	Date	Business Type
Abercrombie, Deborah	138 Leslie Lane Berryville, VA 22611	6-2-32	8/1/16	Deborah's Honey and Lace Place (Direct Sales Clothing)
Bernard, Joseph	17617 Raven Rocks Road Bluemont, VA 20135	18-A-5	9/20/16	Special Tactics, LLC (Defense & Security Consulting)
Bogert, Aubrey	15 Greenway Avenue Boyce, VA 22620	21A2-A-57A (Town of Boyce)	10/12/16	Bre Bogert Photography (photography services)
Bowman-Harlow, Gale	2330 Crums Church Road Berryville, VA 22611	7-A-112	9/27/16	Opus Oaks Artisan Workshop (art education & appreciation, gallery seasonal, workshops, teaching at are venues) (Business license only)
Brodd, Keith W.	145 Ebenezer Road Bluemont, VA 20135	26-A-104A	10/13/16	Mountainside Home Improvements (Handyman Services)
Buckley, Gary	11113 Harry Byrd Highway Berryville, VA 22611	7-A-48	3/28/16	Rest Easy Repairs (Home Repair)
Burkart, Mary Kay	472 Old Charles Town Road Berryville, VA 22611	3-A-3B	8/26/16	Rebound Equine Bodywork, LLC (Equine Performance Massage)
Cannon, Charles L., Jr.	294 River Park Lane Bluemont, VA 20135	32A-1-28	3/14/16	Cannon Electric
Casey, Michael & Melissa	778 Springsbury Road Berryville, VA 22611	14-A-58A	1/19/16	Adventureholics (Internet)
Conradi, Gregory G.	360 Ebenezer Road Bluemont, VA 20135	26-1-7	5/20/16	Eagle Landing Arms (Firearms & Accessories)
Devereux, Brooke Anthony	1671 Lockes Mill Road Berryville, VA 22611	23-A-11	6/21/16	Fencing
Duvall, Peggy	2053 Mill Road (PO Box 213) Millwood, VA 22646	30A-A-56	2/8/16	Art & Furniture Gallery
Flick, Carisa	107 W. Main Street Boyce, VA 22620	21A1-A-9 (Town of Boyce)	6/23/16	Apple Valley Lawn Care (Lawn mowing & snow removal)
Feltner, Wendy	230 Ironrail Lane Boyce, VA 22620	29-A-9	9/13/16	Cleaning Houses
Funkhouser, Justis	87 Old Waterloo Road Boyce, VA 22620	21A1-A-109	1/8/16	Lanes Home Improvements (repair services)
Gray, Charles	423 Russell Road Berryville, VA 22611	7A-2-1	12/5/16	Gary's Fleet Service (Mobile Repair)
Holter, Kathryn	741 Senseny Road Berryville, VA 22611	13-A-31B	5/12/16	Hacienda – Modern Vintage (home interior)
Hummer, Kevin	72 Lime Marl Lane Berryville, VA 22611	22D-1-5	4/18/16	Deal & Hummers Hardwood Floors
Johnson, C. Parker	19043 Blue Ridge Mountain Road Bluemont, VA 20135	26-A-134	7/13/16	Transient Occupancy Rental

Jones, David L.	21990 Blue Ridge Mountain Road Paris, VA 20130	40A-1-34	3/8/16	WMD Protection, LLC
Longerbeam, Jesse	469 Moose Road Berryville, VA 22611	6A-1-14	8/25/16	Jesse Longerbeam Contracting (Painting, drywall & carpentry work)
Mainello, Vicki S.	1875 Allen Road Berryville, VA 22611	4-4-7	1/4/16	Refit Your Way (promote fitness & health)
Marcum, Cheryl	P.O. Box 75 Bluemont, VA 20135	17A-4-A	2/29/16	Child Care
Martin, Garrett	9533 Howellsville Road Boyce, VA 22620	38-A-37C	4/29/16	VentureLife Films
McLean, William, III	486 Summerville Road Boyce, VA 22620	21-A-16	7/14/16	Quad Contracting, Inc. (construction)
Merriman, James Jr.	1982 Old Winchester Road Boyce, VA 22620	20-A-7A	6/8/16	Everyday Carry Box (internet business offering camping/survival items)
Metesh, Jennifer	303 Lime Marl Lane Berryville, VA 22611	22-A-33	2/24/16	Highfly Equine, LLC (traveling equine massage and PEMF therapy practitioner)
Morris, Tracey	50 Cherry Lane Bluemont, VA 20135	17-A-18	9/8/16	Tracey's Home Daycare
Nee, Phyllis	P.O. Box 358 Millwood, VA 22646		9/19/16	Interior Expressions (Business License only)
Poland, Robert	598 Timber Lane Bluemont, VA 20125	17A1-2-83	2/2/16	Carpentry
Runge, Howard	1307 Calmes Neck Lane Boyce, VA 22620	31-6-B	4/22/16	Runge Tech LLC Consulting
Simmons, Louis D., Sr.	17597 Raven Rocks Road Bluemont, VA 20135	18A-1-2	7/25/16	LDS Construction & Home Services, LLC
Talley, Macheldon A. P.	5720 Harry Byrd Highway Berryville, VA 22611	15-A-31	6/2/16	KMSO Stitch & Embroider (sewing, embroidery, repair & teaching)
Thompson, Dale L.	690 Gun Barrel Road White Post, VA 22663	20-A-26F	2/1/16	Dale L. Thompson, LLC (Property Management)
Turner, Ann	403 Mill Lane Boyce, VA 22620	22-1-10	8/1/16	The Flour House (Baking)
Weber, Judith	1048 Browntown Road Boyce, VA 22620	22-A-125	10/24/16	Judith Weber/dba NOVA Senior Law (Law practice)
Whitehouse, Frank D.	51 Stonecrest Lane Bluemont, VA 20135	33-8-1	11/23/16	FDW Consulting, LLC (Technology Consulting)
Villatoro, Vilma	131 Poston Lane Bluemont, VA 20135	32-8-7	8/30/16	The Maid Experts, LLC (Cleaning Services)
Villeceo, Jason	1190 Wrights Mill Road Berryville, VA 22611	6-5-4	10/11/16	Global Energy Solutions (lighting/electrian)
Watts, Carol	132 Bedrock Lane Berryville, VA 22611	7-A-103J	2/23/16	Just 2B Creative (Wood Decor)

4. Land Disturbance Permits

- a. Major**
None in 2016
- b. Minor**
None in 2016

5. Maximum Lot Size Exceptions

There were 4 Maximum Lot Size Exceptions filed in 2016.

6. Sign Permits

There were three sign permits issued in 2016.

7. Zoning Permits-under 200 sf and/or agricultural use only

Applicant	Address	Map #	Date	Affidavit	Purpose
Fred & Janet Alger, Jr.	400 Kimble Road Berryville, VA 22611	7-A-77	12/6/16	No	Carport for storage
Clarke County Public Schools	309 W. Main Street Berryville, VA 22611	13-A-61	12/19/16	No	Scoreboard
Clawson, Teresa (AG)	381 Springsbury Road Berryville, VA 22611	14-A-67B	3/14/16	Yes	Barn & Hay Shed
Hart, Gregory (AG)	775 Wadesville Road Berryville, VA 22611	3-11-4	6/21/16	Yes	Barn for Agriculture
Drake, Kyle (AG)	172 Triple J Road Berryville, VA 22611	7-A-47	6/17/16	Yes	36 x 48 barn for animal & feed
Hillerson, Jay	3269 Bishop Meade Road Boyce, VA 22620	22-A-49	12/2/16	No	Porch on existing dwelling
Holy Cross Abbey (AG)	901 Cool Spring Lane Berryville, VA 22611	16-A-53	3/31/16	Yes	Replacing barn destroyed in snow storm
Kline, Jason	43 Greenway Ave., South Boyce, VA 22620	21A1-A-103	10/19/16	ZP no BP	Storage shed
Koon, Robert W. (AG)	525 Fishpaw Road Berryville, VA 22611	6-A-60	10/17/16	Yes	Barn addition/ Milking parlor
Licking Valley Construction	7000 block of Howellsville Road	37A2-7-1	12/1/16	No	New House
Loe, Steven (AG)	936 Gun Barrel Road White Post, VA 22663	28-4-1	9/22/16	Yes	Pole shed for storage of farm equipment
Lunceford, Larry W.	76 Vista Lane White Post, VA 22663	28-7-19	5/25/16		12x20 storage bldg
Matthew White Builders, LLC	3143 Castleman Road Berryville, VA 22611	16-1-6	12/6/16	No	New House
Pence, Brian – Trustee	9724 Aman Chapel Road Great Falls, VA 22066	23-A-59	9/15/16	Yes	Barn

Pence, Stephen & Joelle	11990 Market Street, Unit 815 Reston, VA 20190	24-A-13F	4/4/16	Yes	Equipment barn, tractor, implements, garden tools
Moody, Andy	176 Lost Boys Lane Bluemont, VA 20135	26-A-127	6/17/16	Yes	40 x 36 barn for farm equipment
Moore & Dorsey	P.O. Box 152 Berryville, VA 22611	15-A-65	7/14/16	Yes	Agricultural Storage
Onorato, Danny	502 Richards Lane Alexandria, VA 22302	24-A-13D	6/17/16	Yes	36 X 24pole barn equipment storage
Snapp, Michael S	2029 Triple J Road Berryville, VA 22611	12-A-40E	10/31/16	Yes	Run-in Shed-Ag

APPENDIX B – 2016 ADOPTED TEXT AMENDMENTS

**ZONING ORDINANCE TEXT AMENDMENT (TA-16-01)
Public Outdoor Recreation Facility Lighting
(Adopted by the Board of Supervisors on March 15, 2016)**

Description:

Proposed text amendment to amend §6-H-11, Outdoor Lighting Standards, of the Zoning Ordinance. The purpose of the amendment is to establish a new category for public outdoor recreation facility lighting including new lighting plan submission and design criteria requirements.

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

6-H-11 Outdoor Lighting Standards

The purpose and intent of this section is to establish outdoor lighting standards that reduce the impacts of glare, light trespass, and over-lighting, promote safety and security and encourage energy conservation.

6-H-11-a General Outdoor Lighting Standards

1. ***Requirements for lighting fixtures; maximum installation height.***
 - a. All exterior light fixtures shall be a full cut-off type. Such light fixtures shall have flat cut-off lenses. The lenses of lights mounted into eaves or canopies shall be mounted so as to be flush or recessed. The direct light from exterior light fixture elements shall not be visible off the subject property.
 - b. No exterior light fixture shall be installed at a height greater than 25 feet above finished grade as measured from the bottom of the fixture.
 - c. ***This section shall not apply to the installation of public outdoor recreational lighting as set forth in Subsection 6 below.***
2. Flashing, revolving, intermittent, or high intensity beams used for exterior lighting shall be prohibited.
3. Up-cast lighting used to illuminate flags, signs, landscaping, buildings, or other objects and structures shall have directional control shields to prevent stray lighting and to ensure that no light source is visible from or causes glare on public right-of-ways or adjacent properties and shall be limited to 150 watts or less standard incandescent light elements or equivalent brightness (defined as 2500 lumens).

4. All exterior lighting shall be oriented not to direct glare or excessive illumination on streets in a manner that may distract or interfere with the vision of drivers on such roads and streets.
5. All canopy lighting shall be recessed and flush mounted. That portion of the canopy façade not included in the sign area shall not be illuminated.
6. ***Public outdoor recreational facility lighting.***
 - a. ***In addition to the general requirements of Subsection 7 below, photometric plans for public outdoor recreational facility lighting shall conform to the requirements set forth in the most current edition of the Illuminating Engineering Society of North America (IESNA) RP-6 Recommended Practice for Sports and Recreational Area Lighting and the IESNA Lighting Handbook. Appropriate lighting criteria shall be selected based on the class of play of the facility and participants as defined by the IESNA.***
 - b. ***For the purposes of this subsection, poles for the mounting of lighting fixtures shall be exempt from minimum setback requirements.***
 - c. ***Event hours – All events shall be scheduled so as to complete all activity before or as near to 11:00 p.m. as practical, but under no circumstances shall any illumination of the playing field, court, or track be permitted after 11:00 p.m. except to conclude an event that was reasonably scheduled to conclude prior to 11:00 p.m.***
 - d. ***Lighting fixtures shall be installed to meet the criteria of a full cutoff fixture and shall include internal and/or external glare-control louvers.***
 - e. ***Initial lighting levels shall not exceed the target levels specified by the IESNA by more than 30% to account for light loss factors such as lamp lumen depreciation and luminaire dirt depreciation.***
7. Photometric Plan Requirements
 - a. A photometric lighting plan shall be submitted and approved in conjunction with any required site plan. The photometric lighting plan shall be certified by the National Council on Qualifications for the Lighting Professions (NCQLP), or a ***Virginia*** licensed professional engineer, or architect.
 - b. All such plans shall include the following:
 - (1) Plans indicating the location on the premises of all lighting fixtures, both proposed and existing on the site, including a schematic layout of proposed outdoor lighting fixture locations that demonstrate adequate intensities and uniformity, and light coverage resulting from the proposed light layout.
 - (2) Description of all lighting fixtures, both proposed and existing, which shall include but are not limited to catalog cuts and illustrations by

manufactures that describes the equipment, including lamp types, wattage and initial lumen outputs, glare control devices, lamps, proposed placement of all fixtures, including engineering detail of fixtures, manufacturer, model and installation of same.

- (3) Photometric data, such as that furnished by manufacturers, or similar, showing the angle cut-off light emissions and glare control devices.
- (4) Lighting levels for exterior lighting, *except for public outdoor recreational facility lighting described in Subsection 6*, shall not exceed the following standards:
 - (a) 2.5 foot-candles for parking lots;
 - (b) 5 foot-candles at entrances from local rural/urban road entrances;
 - (c) 10 foot-candles along fronts of buildings, at loading docks, and at entrances from primary highways and rural/urban arterials and collectors;
 - (d) A uniformity ratio of 4:1 shall be provided across all parking lots, travelways, and private/public streets and roads. The project site shall be modeled with all lighting (building, canopy, parking, etc.) in operation.
 - (e) Lighting levels shall not exceed 0.2 foot-candles at any common property line.
 - (f) The first three measurements shall be made at the ground surface. The fourth measurement shall be made on a vertical face with the property line at five feet above the ground.

c. Field verification of installation required. Upon completion of lighting installation, the applicant shall provide written certification that the lighting is installed and operates in conformance with the approved photometric plan and the provisions of this ordinance.

8. Lighting Definitions

- a. Candela – The system of luminous intensity. One candela is one lumen per candle (steradian).
- b. Foot-Candle – A measure of light falling on a surface. One foot-candle is equal to the amount of light generated by one candle shining on one square foot surface located one foot away. Foot-candle measurements shall be made with a photometric light meter with a specified horizontal orientation.
- c. Foot-Candle (Average Maintained) – The average of a number of points of foot-candle calculations or foot-candle readings in a given area which have been adjusted to account for maintenance which includes luminaire dirt depreciation and lamp lumen depreciation.
- d. Glare – The sensation produced by a bright source within the visual field that is sufficiently brighter than the level to which the eyes are adapted to cause

annoyance, discomfort, or loss in visual performance and visibility. The magnitude of glare depends on such factors as the size, position, brightness of the source, and on the brightness level to which the eyes are adapted.

- e. Lighting Fixture – A complete lighting unit consisting of the lamp, lens, optical reflector, housing and electrical components necessary for ignition and control of the lamp, which may include ballast started and/or photo control.
- f. Lighting fixture, full cut-off – A lighting fixture from which a luminaire has zero candela intensity occurring at or above an angle of 90% above nadir.
- g. Light fixture, recessed canopy – An outdoor lighting fixture recessed into a canopy ceiling so that the light source is either completely flush or recessed within the underside of the canopy.
- h. Light Trespass – Unwanted light going beyond the property line and spilling over onto the adjacent or neighboring property. It can also represent the direct light (glare) that reduces a person's vision or ability to see.
- i. Luminaire – A complete lighting unit consisting of a lamp or lamps and the parts designed to distribute the light, to position and protect the lamp(s), and to connect the lamp(s) to the power supply.
- j. Nadir – The angle pointing directly downward from the luminaire.
- k. Public outdoor recreational facility lighting – Lighting fixtures and mounting structures designed to provide permanent outdoor lighting for public recreational and athletic fields and facilities, owned and/or operated by a unit of Federal, State, or local government or by the Clarke County Public Schools.***

ZONING ORDINANCE TEXT AMENDMENT (TA-16-02)
Streambank Protection Regulations
(Adopted by the Board of Supervisors on March 15, 2016)

Description:

Proposed text amendment to §3-E-1, Flood Plain District (FP), and §3-E-5, Stream Protection Overlay District, of the Zoning Ordinance. The purpose of the amendment is to establish to construction standards and regulations for the siting of boat landings, boat ramps, docks, decks, stairs, and similar structures along perennial streams including the Shenandoah River. The amendment also clarifies current ordinance language including referencing County Septic Ordinance regulations for the siting of portable privies and linking of complementary provisions in both sections.

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

3-E SCHEDULE OF OVERLAY DISTRICT REGULATIONS
(7/17/07)

3-E-1 Flood Plain District (FP)

3-E-1-b Permit and Application Requirements

(5/19/87)
(4/20/93)
(10/18/94)
(6/20/00)

1. All uses, activities, and development occurring within any Flood Plain District shall be undertaken only upon the issuance of property zoning and building permits. Such development shall be undertaken only in strict compliance with the provisions of the Ordinance and with all other applicable codes and ordinances, as amended and the Clarke County Subdivision Regulations. Prior to the issuance of any such permit, the Zoning ~~Officer~~ **Administrator** shall require all applications to include compliance with all applicable state and federal laws.
2. All zoning and building permit application for development within the Flood Plain District shall incorporate the following information:
 - a. For structures to be elevated, the elevation of the lowest floor (including basement).
 - b. For structures to be flood-proofed (non-residential only), the elevation to which the structure will be flood-proofed.
 - c. Base flood elevation data shall be provided for subdivision proposals and other proposed development (including manufactured home parks and subdivisions) that exceed five acres or fifty lots, whichever is the lesser.

d. Any other requirements as set forth in this section or in §3-E-5, Stream Protection Overlay District (SP).

3. Any encroachments, including fill, new construction, substantial improvements and other developments is prohibited unless certification (with supporting technical data) by a registered professional engineer is provided demonstrating that encroachments shall not result in any increase in flood levels during occurrence of the base flood discharge.
4. The placement of manufactured homes (mobile homes) is prohibited, except in an existing manufactured homes (mobile homes) park or subdivision. A replacement manufactured home may be placed on a lot in an existing manufactured home park or subdivision provided the anchoring, elevation, and encroachment standards are met.

3-E-1-c Permitted Uses (Exceptions) in the Floodway District

(5/19/87) The following uses and activities are permitted provided that they are in compliance with the provisions of the underlying area and are not prohibited by any other ordinance and provided that they do not require structures, fill, or storage of materials and equipment:

1. Agricultural uses, such as general farming, pasture, grazing, outdoor plant nurseries, horticulture, truck farming, forestry, sod farming, and wild crop harvesting.
2. Public and private recreational uses and activities, such as parks, day camps, picnic grounds, golf courses, **boat launching and swimming areas**, horseback riding and hiking trails, wildlife and nature preserves, game farms, fish hatcheries, trap and skeet game ranges, and hunting and fishing areas.
3. Accessory residential uses, such as yard areas, gardens, play areas, and pervious loading areas.
4. Accessory industrial and commercial uses, such as yard areas, pervious parking and loading areas, **airport landing strips**, etc.

3-E-1-d Use Regulations in the Flood Plain District

(5/19/87) In the flood plain district the following provisions shall apply:

- (4/20/93) 1. Under no circumstances shall any proposed use, activity, and/or
- (10/18/94) development adversely affect the capacity of the channels or floodways of
- (6/20/00) any watercourse, drainage ditch, or any other drainage facility or system.
- (10/18/11)

2. In riverine situations, adjacent communities and the Department of Conservation and Recreation (Division of Dam Safety and Floodplain Management) shall be notified prior to any alteration or relocation of a watercourse, and copies of such notifications shall be submitted to FEMA.
3. Uses and Structures Prohibited in the Flood Plain District:
 - a. Structures used for residential or non-residential use, either temporary or permanent, shall not be permitted in the Flood Plain District **except as set forth in subsection 4 below.**
 - b. Recreational vehicles shall not be located, within 100 feet of the Shenandoah River, from January 1 through March 31 of any year. ~~A truck camper or cap shall not be removed from its transporting vehicle nor shall wheels be removed from a trailer, within 100 feet of the Shenandoah River, at any time of the year.~~ **A truck camper or cap, located within 100 feet of the Shenandoah River, shall not be removed from its transporting vehicle nor shall wheels be removed from a trailer or recreational vehicle at any time of the year.**
 - c. There shall be no **land** disturbance of any kind within 100 feet of the Shenandoah River except as provided in Section 3-E-5, Stream Protection Overlay District.
4. The following uses may be permitted, with issuance of a Zoning and/or Building Permit, in the Flood Plain District limited by the regulations imposed by this section, the underlying zoning district, and the Uniform Statewide Building Code:
 - a. Recreational Vehicles located in the Flood Plain District between shall meet the following minimum requirements:
 - (1) be fully licensed and ready for highway use (a recreational vehicle is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices and has no permanently attached additions; or
 - (2) meet all the requirements for manufactured homes in this ordinance and the Uniform Statewide Building Code.
 - b. Agricultural uses which do not include utilization of structures with an aggregate floor area of more than 500 square feet. However, no structure for such uses shall be allowed within 100 feet of the Shenandoah River.
 - c. Recreational uses limited to parks, playgrounds, golf courses, driving ranges, ~~boat landings, docks,~~ picnic grounds, and transient amusement enterprises, provided such facilities are not usable for human

habitation.

(1) Structures with walls related to such uses shall not exceed an aggregate floor area of five hundred (500) square feet per parcel or have less than one hundred and two hundred (200) square feet. Such structures shall be set back at least 100 feet from the Shenandoah River.

(2) Structures without walls related to such uses shall not exceed an aggregated floor area of 1500 square feet per parcel or have less than 200 square feet. Such structures' roof framing shall be at least one foot above the 100-year flood elevation; however, the structures' height shall not be more than 15 feet above grade. Such structures shall be set back at least 500 feet from the Shenandoah River.

d. Accessory structures not more than 500 square feet or less than 200 square feet in floor area ~~to include~~ **limited to** roadside and park stands for the sale of food, fruit and vegetables, fishing bait, and boat rental, provided such facilities are not usable for human habitation. However, no structure for such uses shall be allowed within 100 feet of the Shenandoah River.

e. Construction of boat ramps, boat landings, docks (permanent or floating), and similar structures shall meet the requirements set forth in §3-E-5, Stream Protection Overlay District.

f. Siting of portable privies shall meet the requirements of the Clarke County Septic Ordinance (Chapter 143) and §3-E-5, Stream Protection Overlay District.

3-E-5

Stream Protection Overlay District (SP)

3-E-5-d

The following types of development shall be allowed in a stream buffer if allowed by the Zoning Ordinance and provided that the requirements of this section are satisfied:

1. A building or structure that existed as of 1 January 2000 may continue at such location.
2. However, any expansion or enlargement of such structure may not encroach upon the stream buffer more than the encroachment of the existing structure.
3. On-site or regional stormwater management facilities and temporary erosion and sediment control measures, provided that:
 - a. To the extent practical, as determined by the Natural Resource Planner, the location of such facilities shall be outside of the stream buffer;

- b. No more land shall be disturbed than is necessary to provide for construction and maintenance of the facility, as determined by the Natural Resource Planner;
 - c. The facilities are designed and constructed so as to minimize impacts to the functional value of the stream buffer and to protect water quality; and
4. ~~Water-dependent facilities~~; water wells; passive recreation access, such as pedestrian trails and bicycle paths; historic preservation; archeological activities; provided that all applicable federal, state and local permits are obtained.

5. Temporary siting of portable privies is allowed provided that they meet all requirements of the Clarke County Septic Ordinance and §3-E-1, Flood Plain District.

3-E-5-e

Types of development in a stream buffer that may be authorized by the Natural Resource Planner in the circumstances described below, provided that a mitigation plan is submitted and approved pursuant to section 3-E-5-f:

- 1. a lake, pond, or ecological/wetland restoration project;
 - 2. construction and maintenance of a driveway or roadway, if the Natural Resource Planner determines that the stream buffer would prohibit reasonable access to a portion of the lot which is necessary in order for the owner to have a reasonable use of the lot;
 - 3. construction, installation and maintenance of water and sewer facilities or sewage disposal systems, on parcels recorded before 1 January 2000 if the Natural Resource Planner determines that the stream buffer would prohibit the practical development of such facilities or systems;
 - 4. construction of a structure, on parcels recorded before 1 January 2000, if the Natural Resource Planner determines that the stream buffer would result in the loss of a building site, and there are no other available building sites outside the stream buffer on the parcel.
- 5. construction of boat ramps, boat landings, docks (permanent or floating) or similar structures provided that:**
- a. The property owner obtains any required State or Federal permits and provides copies of approved permits to the Natural Resources Planner prior to construction, if applicable;**
 - b. Land disturbance and construction plans satisfy all requirements of 3-E-1, Flood Plain District; and**
 - c. Land disturbance and construction plans are consistent with criteria for streambank construction listed in Subsections 6 and 7 below.**

6. Decks, docks and stairs; site and construction criteria. In the Stream Protection Overlay District, no stairways, decks, docks or other structures shall be constructed until a permit is obtained from the Natural Resource Planner. Stairways and decks shall meet the following design requirements:

- a. Stairways shall not exceed four feet in width. Wider stairs may be used for public open-space recreational properties.**
- b. Landings for stairs or decks shall not exceed 32 square feet in area.**
- c. Permanent canopies or roofs are not allowed on stairways, decks, or docks.**
- d. Stairways, docks, or decks may be either constructed above the ground on posts or pilings or placed into the ground provided they are designed and built in a manner that ensures control of soil erosion.**
- e. Stairways, docks or decks shall be located in the most visually inconspicuous portion of lots, as viewed from the river assuming summer leaf-on conditions, whenever practical.**

7. Private ramps: site and construction criteria. In the Stream Protection Overlay District, no private ramps shall be constructed until a permit is obtained from the Natural Resources Planner. Private ramps shall meet the following design requirements:

- a. The site can support a ramp without pilings, dredging, or other special site preparations.**
- b. Boat ramps with vehicular access shall have slopes no greater than 15% and no less than 12%.**
- c. Ramps shall be constructed of gravel, natural rock, steel matting, or other durable inorganic material not exceeding 7 inches in thickness.**
- d. Ramps shall be no more than 12 feet wide along the shore and 10 feet waterward of the shoreline or into a water depth of 4 feet, whichever is less.**
- e. Excavation of no more than 5 cubic yards (to create a suitable slope and launching area) and placement of no more than 5 cubic yards of crushed rock, gravel, clean sand, or small stone are allowed to provide a stable base or maintain use of the ramp.**
- f. Boat ramp construction requires erosion-control measures such as a floating silt fence to limit the spread of sediment stirred up by construction.**

3-E-5-f

An owner who seeks to develop in a stream buffer pursuant to section 3-E-5-e shall submit to the Natural Resource Planner for review and approval a mitigation plan as provided herein:

1. The owner shall submit a mitigation plan that satisfies the applicable requirements of this section, **a required processing fees of \$100** and a certification stating that all requirements of the approved plan will be complied with.
2. The mitigation plan shall be reviewed by the Natural Resource Planner to determine whether it complies with the requirements of this section and all other requirements of this article. The Natural Resource Planner shall approve or disapprove a mitigation plan within thirty days that a complete plan was

accepted for review. The decision shall be in writing and shall be communicated to the owner. If the plan is disapproved, the reasons for such disapproval shall be stated in the decision.

3. Each mitigation plan shall:
 - a. identify the impacts of proposed development on water quality and lands within the stream buffer;
 - b. ensure that, where development does take place within a stream buffer, it will be located on those portions of a site and in a manner that will be least disruptive to the natural functions of the stream buffer;
 - c. demonstrate and assure that development will be conducted using best management practices;
specify mitigation that will address water quality and stream buffer impacts;
and;
 - d. contain all other information requested by the Natural Resource Planner.
4. Each mitigation plan shall be evaluated by the Natural Resource Planner based on the following criteria:
 - a. whether all reasonable alternatives to development in the stream buffer have been explored and exhausted;
 - b. whether the development in the stream buffer is the minimum necessary and is conducted in a manner that will be least disruptive to the natural functions of the stream buffer; and
 - c. whether best management practices will effectively mitigate adverse impacts from the encroachment on the stream buffer and its natural functions.

ZONING ORDINANCE TEXT AMENDMENT (TA-16-03)
Addition of Farm Distilleries as a Permitted Use in the AOC and FOC Districts;
Use of Waterworks by Farm Breweries, Farm Wineries, and Farm Distilleries
(Adopted by the Board of Supervisors on October 18, 2016)

Description:

Proposed text amendment to amend §3-A-1-a, Agricultural-Open Space-Conservation District (AOC); §3-A-2-a, Forestal-Open Space Conservation District (FOC); §3-A-1-e and §3-A-2-e, Installation of Waterworks or Sewerage System & Treatment Works; §3-C, Supplementary Regulations; and §9-B, Definitions, of the Zoning Ordinance. The amendment serves two purposes:

1. To create a new permitted use, “farm distilleries,” in the AOC and FOC Districts, and to define and establish supplementary regulations for the use. Language is included to require zoning approval and issuance of a business license prior to operating a farm distillery including provision of approved private well and onsite septic system permits issued by the Virginia Department of Health.
2. To allow the use of a waterworks by farm breweries, farm wineries, and farm distilleries in the AOC and FOC Districts. This allowance is necessary in order to avoid potential conflicts with Code of Virginia regulations on these uses. The amendment also revises the definition of “waterworks” for clarification purposes.

Zoning Ordinance Amendment Text (proposed changes in bold italics with strikethroughs where necessary):

FARM DISTILLERIES

3-A-1 Agricultural-Open Space-Conservation District -- AOC

- 3-A-1-a Permitted Uses and Structures
1. Principal Uses and Structures
 - f. Wineries, Farm
 - g. Breweries, Farm
 - h. Distilleries, Farm***

3-A-2 Forestal-Open Space-Conservation District -- FOC

- 3-A-2-a Permitted Uses and Structures (FOC District)
1. Principal Uses and Structures
 - f. Wineries, Farm
 - g. Breweries, Farm
 - h. Distilleries, Farm***

3-C Supplementary Regulations

3-C-2-pp Distilleries, Farm

1. **Permitted Activities.** *A Farm Distillery may include the following activities:*
 - a. *The production and harvesting of agricultural products and the manufacturing of alcoholic beverages other than wine or beer;*
 - b. *The on-premises sale, tasting, or consumption of alcoholic beverages other than wine or beer during regular business hours in accordance with a contract between a distiller and the Alcoholic Beverage Control Board pursuant to the provisions of Subsection D of Code of Virginia §4.1-119;*
 - c. *The sale and shipment of alcoholic beverages other than wine or beer to licensed wholesalers and out-of-state purchasers in accordance with Title 4.1, regulations of the Alcoholic Beverage Control Board, and Federal law;*
 - d. *The storage and warehousing of alcoholic beverages other than wine or beer in accordance with Title 4.1, regulations of the Alcoholic Beverage Control Board, and Federal law; or*
 - e. *The sale of items related to alcoholic beverages other than wine or beer that are incidental to the sale of such alcoholic beverages.*
2. **Zoning Approval for Farm Distilleries.** *Prior to commencing operations, the owner of a farm distillery shall obtain zoning approval from the Department of Planning and a business license from the Commissioner of Revenue. As a prerequisite for zoning approval, the owner shall provide copies of approved private well and onsite septic system permits issued by the Virginia Department of Health for both domestic and process operations.*
3. **Special Events Conducted at Farm Distilleries.** *The owner or occupant of the property shall obtain such permit as required by Clarke County Code Chapter 57 (unless exempt under the provisions of §57.3.2) for an activity/event that is not primarily the on-premises sale, tasting, or consumption of alcoholic beverages other than wine or beer during regular business hours within the normal course of business of the farm distillery, but which constitutes a Special Event as defined in §57.2.*

9-B Definitions

DISTILLERY, FARM: *An establishment that produces alcoholic beverages other than wine or beer and is licensed as a limited distiller by the Commonwealth of Virginia.*

WATERWORKS REGULATIONS

Zoning Ordinance Amendment Text (proposed changes in bold italics with strikethroughs where necessary):

§3-A-1-e, Installation of Waterworks or Sewerage System & Treatment Works
No use in this District commencing operation after ~~7~~ July **1**, 1997 shall result in the installation of Waterworks or Sewerage System & Treatment Works. ***The prohibition on Waterworks usage shall not apply to farm breweries, farm wineries, and farm distilleries allowed as permitted uses by §3-A-1-a-1.***

§3-A-2-e, Installation of Waterworks or Sewerage System & Treatment Works
No use in this District commencing operation after July 1, 1997 shall result in the installation of Waterworks or Sewerage System & Treatment Works. ***The prohibition on Waterworks usage shall not apply to farm breweries, farm wineries, and farm distilleries allowed as permitted uses by §3-A-2-a-1.***

9-B Definitions

§9-B-193 Waterworks

A system that serves piped water for drinking or domestic use ***for:***

- a. the public; ***or***
- b. at least 15 connections; or
- c. an average of 25 individuals for at least 60 days out of the year, ~~***and.***~~

A waterworks shall include all structures, equipment, and appurtenances used in the storage, collection, purification, treatment, and distribution of pure water (except the piping and fixtures inside the building where such water is delivered).

**ZONING AND SUBDIVISION ORDINANCE TEXT AMENDMENT (TA-16-04)
Amend Stormwater Management Regulations
(Adopted by the Board of Supervisors on January 17, 2017)**

Proposed amendment text is included in the tables below. Changes are shown in red italics with strikethroughs where necessary:

ZONING ORDINANCE

Section	Title	Current	Proposed
3-A-8-g-5-b-3	BC District, Additional Regulations, Site Plan	b.Site plans shall include provisions for: (1) adequate public facilities, (2) development phasing, (3) stormwater management facilities to address the ultimate development coverage within the district, (4) lighting and signing, (5) building placement and lot configuration, and (6) other special site features and land use considerations deemed necessary to serve the district.	b.Site plans shall include provisions for: (1) adequate public facilities, (2) development phasing, (3) stormwater management facilities <i>that comply with State stormwater management regulations to address the ultimate development coverage within the district</i> , (4) lighting and signing, (5) building placement and lot configuration, and (6) other special site features and land use considerations deemed necessary to serve the district.
3-A-9-g-5-b-3	B District, Additional Regulations, Site Plan	b.Site plans shall include provisions for: (1) adequate public facilities, (2) development phasing, (3) stormwater management facilities to address the ultimate development coverage within the district, (4) lighting and signing, (5) building placement and lot configuration, and (6) other special site features and land use considerations deemed necessary to serve the district.	b.Site plans shall include provisions for: (1) adequate public facilities, (2) development phasing, (3) stormwater management facilities <i>that comply with State stormwater management regulations to address the ultimate development coverage within the district</i> , (4) lighting and signing, (5) building placement and lot configuration, and (6) other special site features and land use considerations deemed necessary to serve the district.
3-A-10-g-4-e	BP District, Site Plans and Special Use Permits	e. Site plans for development in BP Business Park Districts shall include provisions for (a) adequate public facilities, (b) development phasing, (c) stormwater management facilities to address the ultimate development coverage within the district, (d) lighting and signing, and (e) other special site features and land use considerations deemed necessary to serve the industrial district.	e. Site plans for development in BP Business Park Districts shall include provisions for (a) adequate public facilities, (b) development phasing, (c) stormwater management facilities <i>that comply with State stormwater management regulations to address the ultimate development coverage within the district</i> , (d) lighting and signing, and (e) other special site features and land use considerations deemed necessary to serve the industrial district.

3-E-1-e	Design Criteria for Utilities and Facilities in Flood Plain Districts	3. All storm drainage facilities shall be designed to convey the flow of surface waters without damage to persons or property. The proposed system shall insure drainage away from buildings and on-site waste disposal sites. The County may require a primarily underground system to accommodate frequent floods and a secondary surface system to accommodate larger, less frequent floods. Drainage plans shall be consistent with local and regional drainage plans. The facilities shall be designed to prevent the discharge of excess runoff onto adjacent properties.	3. All stormwater drainage facilities shall <i>comply with State stormwater management regulations be designed to convey the flow of surface waters without damage to persons or property. The proposed system shall insure drainage away from buildings and on-site waste disposal sites. The County may require a primarily underground system to accommodate frequent floods and a secondary surface system to accommodate larger, less frequent floods. Drainage plans shall be consistent with local and regional drainage plans. The facilities shall be designed to prevent the discharge of excess runoff onto adjacent properties.</i>
4-F	<i>Drainage-Stormwater Management</i>	When required by the Planning Commission or the Virginia Department of Transportation, drainage systems shall be provided by means of culverts, ditches, catch basins, cross drains, curbs and gutters, and any other facilities that are necessary to provide adequate drainage and disposal of surface and storm waters from or across all streets and adjoining properties. Appropriate drainage easements shall also be provided as required by the Planning Commission, Board of Supervisors, and/or the Virginia Department of Highways and Transportation.	When required by the Planning Commission or the Virginia Department of Transportation <i>or by State stormwater management regulations, drainage stormwater management</i> systems shall be provided by means of culverts, ditches, catch basins, cross drains, curbs and gutters, and any other facilities that are necessary to provide adequate drainage and disposal management of surface and storm waters from or across all streets and adjoining properties. <i>Stormwater management features shall comply with State stormwater management regulations.</i> Appropriate drainage easements shall also be provided as required by the Planning Commission, Board of Supervisors, and/or the Virginia Department of Highways and Transportation.

6-G-16	Site Development Plans; Contents	Provision for the adequate disposition of natural and storm water indicating the location, sizes, types, and grades of ditches, catch basins, detention ponds (showing 10-year and 100-year elevations), and pipes and connections to existing drainage systems. Plans shall be in accordance with the Berryville Stormwater System Master Plan.	<i>For projects located in the Berryville Annexation Area, P</i> rovision for the adequate disposition of natural and storm water indicating the location, sizes, types, and grades of ditches, catch basins, detention ponds (showing 10-year and 100-year elevations), and pipes and connections to existing drainage systems. Plans shall be in accordance with the Berryville Stormwater System Master Plan.
6-H-8	Site Development Plans; Improvements and Minimum Standards; Stormwater Management	Stormwater management facilities shall be provided in conjunction with land development activities, which require the submission of a Site Plan. An evaluation shall be performed for each proposed land development project in accord with Clarke County Code Chapter 154. Stormwater Management.	Stormwater management facilities shall be provided in conjunction with land development activities, which require the submission of a Site Plan. <i>All stormwater management facilities shall comply with State stormwater management regulations. A copy of the permit or approval letter from the State stormwater management program authority shall be provided as a condition of final site plan approval. An evaluation shall be performed for each proposed land development project in accord with Clarke County Code Chapter 154. Stormwater Management.</i>
6-H-15-e-4	Site Development Plans; Sinkhole and Karst Features; Requirements and Restrictions	Stormwater runoff shall be addressed as outlined in the Chesapeake Stormwater Network (CSN) Technical Bulletin No.1 “Stormwater Design Guidelines for Karst Terrain in the Chesapeake Bay Watershed” Version 2.	Stormwater runoff <i>management facilities shall comply with State stormwater management regulations for Karst Terrain be addressed as outlined in the Chesapeake Stormwater Network (CSN) Technical Bulletin No.1 “Stormwater Design Guidelines for Karst Terrain in the Chesapeake Bay Watershed” Version 2.</i>

**SUBDIVISION
ORDINANCE**

Section	Title	Current	Proposed
4-G-2-b-3	Action on Preliminary Plat	Has adequate drainage. In making this determination, it shall consider whether or not the surface or subsurface water retention and/or runoff is such that it constitutes a danger to the structural integrity of proposed dwelling units or other proposed on site structures, and whether or not proposed site grading and development will create harmful or damaging effects from erosion and siltation on downhill or downstream land.	<i>Complies with all State stormwater management regulations. Has adequate drainage. In making this determination, it shall consider whether or not the surface or subsurface water retention and/or runoff is such that it constitutes a danger to the structural integrity of proposed dwelling units or other proposed on site structures, and whether or not proposed site grading and development will create harmful or damaging effects from erosion and siltation on downhill or downstream land.</i>
4-H-1-a	Submission of Plans and Profiles	Five copies of the complete Construction Plans and Profiles, including storm sewer design computations and storm water inlet computations.	Five copies of the complete Construction Plans and Profiles, including storm sewer design computations and storm water inlet computations. <i>Where applicable, a copy of the permit or approval letter from the State stormwater management program authority shall be provided as a condition of record plat approval.</i>
8-I	Drainage	Subdivisions shall be protected from flood hazard and inundation by storm water, springs, and other surface waters. The design and construction of drainage facilities shall be such that all water courses traversing the subdivision and water emanating from outside and/or within the subdivision will be carried through and off the subdivision without creating an adverse drainage condition to roadway, residential sites, or residences to be installed within the tract, and without any injury to roadways, residential sites, residences, structures, farmland, or open space abutting or in the vicinity of the tract. Stormwater Management shall be designed as described in the Clarke County Code Chapter 154.	Subdivisions shall be protected from flood hazard and inundation by storm water, springs, and other surface waters. The design and construction of drainage facilities shall be such that all water courses traversing the subdivision and water emanating from outside and/or within the subdivision will be carried through and off the subdivision without creating an adverse drainage condition to roadway, residential sites, or residences to be installed within the tract, and without any injury to roadways, residential sites, residences, structures, farmland, or open space abutting or in the vicinity of the tract. Stormwater Management shall be designed as <i>required by State stormwater management regulations described in the Clarke County Code Chapter 154.</i>

8-J-2-c-15	Design Standards (private access easements)	storm drain culverts shall meet VDOT standards; and	<i>stormwater management features, including storm drain culverts, shall meet VDOT standards and State stormwater management regulations, if applicable ; and</i>
11-A-6	Improvements; <i>Drainage Stormwater Management</i>	When required by the Planning Commission or the Virginia Department of Transportation, drainage systems shall be provided by means of culverts, ditches, catch basins, cross drains, curbs and gutters, and any other facilities that are necessary to provide adequate drainage and disposal of surface and storm waters from or across all streets and adjoining properties. Appropriate drainage easements shall also be provided as required by the Planning Commission, Board of Supervisors, and/or the Virginia Department of Highways and Transportation.	When required by the Planning Commission or the Virginia Department of Transportation <i>or by State stormwater management regulations, drainage stormwater management</i> systems shall be provided by means of culverts, ditches, catch basins, cross drains, curbs and gutters, and any other facilities that are necessary to provide adequate drainage and disposal <i>management</i> of surface and storm waters from or across all streets and adjoining properties. <i>Stormwater management features shall comply with State stormwater management regulations.</i> Appropriate drainage easements shall also be provided as required by the Planning Commission, Board of Supervisors, and/or the Virginia Department of Highways and Transportation.

Virginia Regional Transit

Month: January 2017	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Mon	Tue
Route	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Scheduled Trips		0	4	10	6	12			13	3	11	6	16			9	0	10	9	7		6	8	11	12	10		6	4	173	
No Shows/Cancellations		0	1	0	0	10			9	3	0	1	0			1	0	0	0	0		2	6	0	4	0		4	0	41	
Add Ons		0	0	0	0	2			0	0	0	0	0			2	0	0	0	0		2	0	0	2	0		2	0	10	
Total Passengers Transported		0	3	10	6	4			4	0	11	5	16			10	0	10	9	7		6	2	11	10	10		4	4	142	

Holiday - No Service

Month: February 2017

Route	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	
Scheduled Trips	5	7	19			9	13	9	14	10			10	7	5	9	14			9	8	6	10	8			13	6	191
No Shows/Cancellations	0	0	0			2	6	0	0	2			0	0	0	0	4			3	0	0	0	0			0	2	19
Add Ons	1	0	0			0	0	3	0	0			2	0	0	0	4			0	1	0	0	0			0	2	13
Total Passengers Transported	6	7	19			7	7	12	14	8			12	7	5	9	14			6	9	6	10	8			13	6	185



NORTHERN SHENANDOAH VALLEY
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WOODSTOCK
Jacqueline Lambert*

*denotes Executive
Committee Member

March 16, 2017
NSVRC Staff Report

Program and Project Updates

This report is provided in order to highlight the status of projects and update the Commissioners on "The State of the Commission".

Housing and Community Development

Continuum of Care for Homelessness (CoC):

The CoC Executive Committee, the group's governing body, has convened in to begin a strategic planning process. The process will be ongoing for the next few months and the final plan will outline goals and action items for the CoC for the short term, until a new 10 Year Plan is created. Individuals who would like to participate in this process are encouraged to contact the CoC Coordinator.

Regional Housing Market Analysis:

NSVRC staff received a Memorandum of Agreement for the Regional Housing Market Analysis on March 3rd. Once executed, the project will begin as a collaborative arrangement among NSVRC, VCU, Housing Virginia, and VHDA. NSVRC staff and VCU staff have already met to delineate what each party will be responsible for contributing to the project. Much of the demographic information, background, and context will be generated by NSVRC staff, while VCU will be responsible for the synthesis, analysis, projections, and policy take-away points. Once this study is completed, VCU will visit our region and deliver presentations of this study's findings.

HOME Program:

Staff is evaluating potential projects for the 2017 Annual Action Plan, to be delivered to HUD at the end of June. Several partner agencies have submitted proposals for the use of HOME funds. Staff will work closely with the Housing and Community Services Policy board to determine the proposed course of action for the region's HOME funds before the projects are recommended by the full Commission board to the Winchester City Council for final approval.

The Winchester City Council approved allocating HOME funding to Habitat for Humanity Winchester-Frederick-Clarke in January. Staff has been working with Habitat leadership on a contract for over \$71,000 to create a homeownership development project at 507 Highland Avenue in Winchester. The HOME funds will be used to demolish a blighted house, build a new home, and provide direct financial assistance to the homebuyer in the form of downpayment assistance.



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The Front Royal Warren County Economic Development Authority's Workforce Housing project, partially funded by the HOME program, is awaiting final permits from the Department of Environmental Quality. Once approved by DEQ, NSVRC staff and EDA staff will work closely to advertise for construction contract bids in compliance with the Davis-Bacon prevailing wage requirements. This project meets the threshold for this requirement because the twelve housing units will be partially funded with federal dollars.

Worlds of Work (WoW) 2017:

Staff continues to serve on the planning committee for WoW. This includes attending meetings, promoting and attending the event and requesting grant funds through Wells Fargo for a financial donation.

Economic Development

Page County Broadband Authority:

The Page County Broadband Authority (PCBA) has met frequently over the last several months in an effort to increase its impact on the community. The annual audit was performed by Robinson, Farmer, Cox, and Associates, who issued an unmodified audit opinion with no findings. A public hearing was held on Tuesday, January 17 to accept public comment regarding the PCBA's proposed pricing structure. The new rate structure reflects a significant decrease.

The PCBA's network is a fiber optic network. What this means to customers is that they receive 100% of the full purchased speed in both directions, both uploading and downloading, whereas DSL and Cable often offer significantly diminished upload speeds in comparison to download speeds. Also with Cable and DSL, bandwidth is often shared by multiple users, especially at peak usage times. So for a business which requires dedicated access to the full speed and bandwidth that is purchased, a fiber optic connection is the only tool in our community's toolbox that can meet the need.

Page County Broadband Authority is a middle-mile provider, which means that it exists to help extend broadband into an area where the free-market business case wouldn't likely allow for expansion. However, it requires a last-mile partner to actually provide end-users with access. That partner, since the PCBA's inception, has been Shentel. Although the fiber optic access provided by the PCBA and its partner Shentel is of significant value to those users with the most advanced data needs, I would estimate that the existence of the broadband authority has played an even more significant role in influencing the service provision decisions of private sector internet service providers to offer more competitive options for rural broadband access in Page County. Without the competition provided by the PCBA, and the resulting potential for capturing market share, today Page County could have had access to fewer, and less competitive broadband options.

Broadband access through the PCBA's fiber network will almost always cost more than a competing DSL or Cable connection of similar published speed. However, the actual connection speed, two-way

communication, and dedicated bandwidth provided by fiber create a scenario in which two products that appear on the surface to be the same, are often actually very different.

That said, the Broadband Authority has an interest in providing competitive pricing that allows those businesses which could benefit from a high-speed fiber optic connection to feasibly access the technology. Therefore, after significant deliberation, the PCBA has restructured its pricing matrix to offer several lower-cost, higher-value options.

Building Collaborative Communities (BCC):

Staff has been working to showcase a web tool featuring many strategic and user-friendly interactive maps. The new maps will continue to be expanded on even after the BCC Grant's. The site can be used as both a trip building tool for visitors as well as a tool for local economic development authorities, planners, tourism offices, chambers of commerce, and the small business development authority to illustrate gaps in the region that future business owners can fill. A re-direct was created, www.sheandoahvalleyoutdoors.com, and localities have been sending in update requests to the various web apps. As data is being collected for the Hazard Mitigation Plan update, it is cross referenced for this purpose and is used to expand on the detail of the web apps. So far, the web page has been very well received. Staff attended a tourism meeting with the group Celebrate Shenandoah, and they were very interested in utilizing the map throughout their communities, as well as Shenandoah National Park.

Business District Revitalization:

NSVRC Staff is working with the Towns of Edinburg and Front Royal to complete their Business District Revitalization Planning Grants and submit competitive applications to the Virginia Department of Housing and Community Development. These applications will request Community Development Block Grant implementation funding and are due at the end of March. Staff has been working with the towns for over a year to develop their Revitalization Plans, which document the community's planning process and itemize the physical and economic improvement strategies and next steps. This work has been informed by significant public participation including business owners, property owners, civic groups, and other stakeholder involvement. The plans will be included in the application request for the funding to support the improvement projects identified.

Edinburg's Commercial District Revitalization Plan builds on the Town's work in revitalizing and promoting its Historic District, including the Town's partnership with the Edinburg Heritage Foundation for the rehabilitation and adaptive reuse of the Edinburg Mill, areas of sidewalk replacement, and the addition of historic style street lights and street signs. The Town is requesting implementation funding for a façade improvement program, the replacement of additional areas of sidewalk, the addition of several more historic light fixtures, and new wayfinding signage, including a permanent Historic District walking tour directional panel. The project also includes a community mural and the addition of two new crosswalks, among several other items. The Town is hosting the first of two public hearings on the proposed project on March 14th. The second will be held on March 21st.

Front Royal's Downtown Revitalization work has been termed Envision 2.0, as it represents the implementation and next phase of the Town vision, "Envision Front Royal," which was approved in 2014. Envision Front Royal, was developed largely through public input with an emphasis on economic



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development and the downtown. This implementation phase includes the construction of a bathroom and water fountain facility in the gazebo area, and the construction of an open-air, multi-purpose meeting space (for entertainment, farmers markets, etc.,) also in the gazebo area. The Town is also requesting implementation funding for a façade improvement program, and new wayfinding signage, among other items. The Town has hosted the first of two public hearings on the proposed project. The second is scheduled for March 13th.

R.I.S.E. (Regional Initiative Supporting Entrepreneurship):

The RISE Competition, sponsored by LFCC Small Business Development Center, will take place on April 18, 2017 from 5:30 – 8:00 p.m. at the Corron Center at LFCC. As the fiscal agent for this event, the Commission has collected \$7,600 in local business sponsorships and \$1,000 from a total of ten competing regional entrepreneurs.

Entrepreneurs seeking education and financial support for their businesses registered for the program are attending classes at LFCC and they will soon compete for the Judges' Choice Award by presenting their business to a panel of judges comprised of business development professionals. Competitors have up to five minutes to present and up to five minutes for Q & A from judges and the audience. The Judges' Choice Award winner will receive a cash award, marketing and promotions packages and other valuable in-kind services. The second award, People's Choice Award, will be determined by audience ballot.

The goal of RISE is to create a forum for discovering our regional entrepreneurial assets, to develop business assistance and educational programs in support of those assets, to create a diversified regional economy and to partner with our neighboring counties, cities and towns in establishing a regional brand.

D.M.O. Support – (Destination Marketing Organizations):

The Commission continues to serve as the fiscal agent and provide limited administrative support for the region's DMOs. The DMO group has recently branded itself as the Shenandoah Valley Tourism Partnership (SVTP), and is an organization made up primarily of Tourism Directors working to promote the Shenandoah Valley as a tourism destination. SVTP was recently awarded a Virginia Tourism Grant for \$25,000 for web development, regional branding, and marketing work. NSVRC serves as the fiscal agent and grant recipient of these pass-through funds.

Transportation

RideSmart - Transportation Demand Management (TDM):

Staff prepared and submitted the Fiscal Year 2018 RideSmart Work Plan and Grant Request to the Virginia Department of Rail and Public Transportation (DRPT) on February 1, 2017. The grant request included a 5% (\$10,860) overall increase and a 20% increase in program administration.

Staff has been working with Shenandoah University in regards to producing a new RideSmart commercial that will be aired beginning July 2017 via Comcast.

Staff was selected by DRPT to serve on the Metropolitan Washington Council of Governments (COG) Technical Selection Committee for a Long Distance Commuter Bus Study Request for Proposals (RFP). A total of five proposals were received and staff was tasked with scoring each of them. Staff participated in a committee meeting on March 6, 2017 to discuss scoring method and selection of a consultant for the study. Staff will also serve on the Study Steering Committee for this project.

Staff continues to serve on the I-66 Transit/TDM Working Group in regards to working with the VDOT NoVA District on the commuter bus that will originate from the Front Royal/Linden Park and Ride lots and travel into the NoVA/DC areas. Over the next few months staff will be working closely with VDOT to get the bus service launched and launch the marketing campaign.

Over the past several months, staff has been working with Warren County, the Regional Jail and businesses along the Route 522 Corridor to gauge interest in expanding a transit route in that area. Several stakeholder meetings were held in which NSVRC staff convened. Several businesses along the corridor made a financial commitment in order for Warren County to submit a grant to DRPT requesting funds to expand transit service on the corridor. On January 17, 2017 staff attended the Warren County BOS meeting in which a Resolution authorizing the Warren County Administrator, Doug Stanley, to work with the Northern Shenandoah Valley Regional Commission to execute and file application for funding to the VA Department of Rail and Public Transportation to provide regular trolley service to the corridor. The application was submitted on February 1, 2017. The next step will be the State grant application review process, which usually take 60 days.

Winchester/Frederick County Metropolitan Planning Organization (MPO):

Staff prepared and presented the FY2018 MPO Unified Planning Work Program (UPWP). The document details all transportation and transportation-related planning activities anticipated within the MPO planning area during the coming fiscal year which also includes managing a budget of \$453,593. The UPWP is presented to the MPO Technical Advisory Committee and the Policy Board for final approval in April. Staff also initiates the 20 day public comment period and advertising.

Work on the update of the MPO's Long Range Transportation Plan continues. A draft plan is expected to be available for review by the Project Steering Committee by March 17.

Consultants have completed an update of the MPO's Travel Demand Model. Documentation and staff training will be completed by the end of March.

The scope of the North Winchester Area Study, to identify options for the re-design of the I-81/Martinsburg Pike interchange (Exit 317) incidental to the replacement of aging bridges, is being reconsidered by VDOT Staunton District in light of a new departmental policy emphasizing repair over replacement. A revised scope will likely focus on identifying smaller, less costly solutions to safety and capacity issues in the study area.

Work on the update of Winchester Transit's (WinTran) Transit Development Plan continues. Staff serves as the lead project manager for this update which includes coordination between WinTran and the consultant, VHB.



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Staff continues to update the WinFred MPO website on a regular basis, ensuring compliance with FHWA, VDOT and DRPT.

Rural Transportation Planning Program:

Three of the five FY 2018 Smart Scale applications prepared and submitted by NSVRC staff last fall have been chosen to be recommended to the Commonwealth Transportation Board for funding. The successful applications address safety issues at three I-81 interchanges in Shenandoah, Warren and Frederick counties.

A study of downtown Front Royal parking needs was completed by staff and submitted with the Downtown Revitalization Plan as part of the Town's application package for CDBG funds.

Staff attended VDOT's annual winter Planning and Programming Meeting in Richmond on February 1st. PDC and MPO staff from across the state heard reports from VDOT and DRPT executives and the Federal Highway Administration on recent and upcoming initiatives. Highlights included a review and outlook of the Smart Scale programming process, and a presentation on the emergence of autonomous vehicles.

The Governor's Office of Intermodal Planning and Investment held an open house meeting in Winchester on February 7 to present for comment its draft list of recommended short-term transportation projects for the region for inclusion in the statewide multimodal transportation plan, VTrans. The meeting was well attended, and several comments were received. Staff forwarded to regional stakeholders an invitation to comment on-line by March 1.

The Transportation Planning Technical Committee will hold its next quarterly meeting on April 13. An agenda is forthcoming.

Natural Resources

Regional Tire Operations Program (RTOP):

The NSVRC Board authorized the Solid Waste Management Technical Committee (SWMTC) to purchase a new regional tire shredder using RTOP reserve funds in an amount not to exceed 10% or \$528,800, including an approximate trade-in value of \$100,000 for existing equipment. At the February 22, 2017 SWMTC meeting, the Committee reviewed bids received from two companies following a formal invitation to bid procedure in compliance with state procurement laws. The bids were scored based on reliability, cost and value analysis, equipment specification compliance and delivery timetables. One bid was determined to be non-compliant. The bid was awarded to Columbus McKinnon with an allowance of a \$100,000 trade-in value bringing the total cost of the shredder to \$523,450. This price is within the price estimate variance of 10% authorized by the NSVRC Board.

Staff posted the public notice of the award on the NSVRC website and mailed copies of the Bid Award to all bidders. The unsuccessful bidder had 10 days from the date of the award posting to protest the award. No protests were been filed and NSVRC issued a purchase order on March 10, 2017 proceeding with the purchase, which will be made in 3 cash payments using enterprise funds created by the RTOP program over the last 10 years.

On-Call Consultant Program:

During December 2016 staff prepared an RFP seeking proposals from qualified firms interested in being included on an on-call list for professional and non-professional consulting services. We received 27 proposals. Staff reviewed and scored proposals to narrow down the list for the interview phase. The interview panel consisted of Doug Stanley, Christy Dunkle and staff from the NSVRC. Interviews were held on Friday, March 3rd. Staff will move forward with securing contracts with a number of selected firms, all of which demonstrated high levels of expertise in their fields.

Hazard Mitigation

Hazard Mitigation Plan Update:

NSVRC has executed a grant contract for the Hazard Mitigation Plan update. Staff has reviewed the existing hazard mitigation plan, successful plans exhibited by FEMA, completed FEMA online independent study course IS-00318 - "Mitigation Planning for Local and Tribal Communities," began collection and review of GIS data, along with performing an initial assessment of risks and identification of vulnerabilities.

A large portion of the plan is centered on the analysis of FEMA's ArcGIS plugin, HAZUS. HAZUS analysis involves collection of very specific data related to hazard mitigation. Staff has derived a final list of the necessary data and began collection from the GIS departments across the region. As the data is collected, it is cleaned and input into the HAZUS software. Staff expects HAZUS analysis to be complete by next quarter.

A meeting was also held with regional emergency management officials, as well as two VDEM representatives. The meeting was held to help garner an idea of what FEMA will ultimately expect, and what the emergency management officials hope to gain from the updated Hazard Mitigation Plan. This meeting helped narrow our focus to flood insurance information first and foremost, and expanding on the report once those requirements are met.

Staff also had a call with Amy Howard, VDEM's Mitigation Planning Coordinator. She expressed the willingness to offer more time if we felt necessary, but thought we were on a good path to completing the update within the expected timeframe. She also emphasized that the plans importance in regards to the FEMA Flood Insurance Program requirements; but noted it should serve useful across all aspects of hazard mitigation. She will be invited to our kickoff meeting and plans to attend to offer any further advice on updating the plan.

Throughout the next quarter, staff will create and execute an outreach strategy to further promote the update, and garner support from the region's stakeholders and the public. A survey will be conducted and analyzed, after a committee review of the questionnaire, to determine and rank the public's hazard concerns. Also, staff expects to review the current plan's risk assessment and mitigation strategies, and detailing any new information introduced.