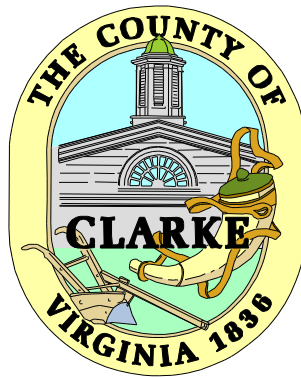


# Clarke County Board of Supervisors



## Regular Meeting Packet

April 18, 2017



# Clarke County Board of Supervisors Regular Meeting Agenda

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

Item	April 18, 2017	Packet Page
<b>Afternoon Session 1:00 PM</b>		
1. Call To Order		5
2. Adoption Of Agenda		6
3. Citizen's Comment Period		7
4. VDOT Update		8
5. Department of Social Services Activity Update by Angie Jones		9
6. Approval of Minutes. <b>Action: Approve the following minutes:</b>		
– March 21, 2017 BoS Regular Meeting		10
– April 4, 2017 BoS & SB FY2018 Budget and CY2017 Tax Rate Public Hearing		30
7. Board of Supervisors Personnel Committee Items		35
A. Expiration of Term for appointments expiring through May 2017. <b>Action: Approve Personnel Committee recommendation to reappointment:</b>		36
– Anne Caldwell to the Clarke County Historic Preservation Commission to an additional four-year term expiring May 31, 2021.		
– Robert York to the Clarke County Historic Preservation Commission to an additional four-year term expiring May 31, 2021.		
B. Personnel Policy Update Re Overtime Estimates. Action: Information only.		35
8. Board of Supervisors Work Session Items		44
A. Personnel Policy Review 04/04/2017 Revision. Action: Information only.		46
B. Closed Session with Robert Mitchell. Action: Information only.		44
9. Finance Committee Items		101
A. FY 17 Supplemental Appropriations and Transfers		101
a. Contribution to Barns of Rose Hill. <b>Action: The Finance Committee recommends, "Be it resolved that \$2,000 be transferred from the FY 17 professional services contingency to the Barns of Rose Hill budget, and payment made in the same amount, all for a contribution to an endowment fund whose purpose is to fund capital and operating expenses of the Barns of Rose Hill."</b>		102
b. Historic Preservation Commission. <b>Action: The Finance Committee recommends, "Be it resolved that \$1,000 be transferred from the contingency for professional services to the Historic Preservation Commission for the purpose of investigating a program whereby local funding would be provided to owners meeting certain criteria for the maintenance of historic structures."</b>		104

Note: The order in which Agenda items are considered may be changed to assure that public hearings are started as close as possible to the scheduled time Page 1 of 3

4/13/2017 11:14 AM



# Clarke County Board of Supervisors Regular Meeting Agenda

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

Item	April 18, 2017	Packet Page
B. FY 18 Budget Adjustments. <b>Action: The Finance Committee recommends the following adjustments with the exceptions that "h &amp; i" became known since the Committee meeting. These changes, along with distribution of salary increases to departmental budgets, are included in the budget documents proposed for adoption:</b>		105
a. Reduce Social Services \$2,867 because benefits were inadvertently computed on the new position, which is part-time.		105
b. Sales Tax estimate Sales Tax estimate. Two additional months were considered in the estimate. However, this does not result in any meaningful change to the overall estimate.		105
c. Machinery and Tools update +\$25,000		105
d. Convenience center update To be provided at meeting.		105
e. Reduce Town of Berryville EMT contribution from \$50,000 to \$33,000.		105
f. EMS Vehicle was budgeted at \$70,000 expenditure offset by \$40,000 revenue. Request was intended to be \$110,000 expenditure offset by 40,000 revenue, an increase of \$40,000 in local funds.		106
g. Revenue for Government Capital should be reduced \$9,628 reflecting a change to a dispatch center grant.		105
h. Regional Court Services +\$1,685 (new request).		105
i. Regional Jail -\$4,297		105
C. Bills and Claims. <b>Action: The Finance Committee recommends approval of the March 2017 Invoice History Report.</b>		115
D. Standing Reports. FYI: Reconciliation of Appropriations; Fund Balance; Expenditure Summary		123
10. FY2018 Budget, FY2018 Appropriations, and FY2017 Tax Rate. <b>Action: Tom Judge will distribute material at the meeting.</b>		135
11. Joint Administrative Services Board Update		136
12. Government Projects Update		137
13. Miscellaneous		138
14. Summary Of Required Action		139
15. Board Member Committee Status Reports		140
16. Closed Session [as necessary]		141
17. Adjournment		142

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

4/13/2017 11:14 AM



# Clarke County Board of Supervisors Regular Meeting Agenda

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

Item	April 18, 2017	Packet Page
<b><i>No Evening Session</i></b>		
Reports in April Packet:		143
1. Building Department		144
2. Commissioner of the Revenue		196
3. Economic Development		204
4. Fire & EMS		206
5. Handley Regional Library		207
6. Virginia Regional Transit		209
7. Septage Tracking Report 2016		210

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

4/13/2017 11:14 AM

# **Clarke County Board of Supervisors**

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## **Call to Order**

# **Clarke County Board of Supervisors**

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## **Adoption of Agenda**

# **Clarke County Board of Supervisors**

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## **Citizen Comment Period**

# Clarke County Board of Supervisors

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**VDOT**



# **Clarke County Board of Supervisors**

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## **Department of Social Services Activity Update by Angie Jones**

## Local Department of Social Services Profile Report, SFY 2016

**Locality Name:** Clarke     
 **FIPS:** 043     
 **Region:** Northern  
**Agency Level:**<sup>1</sup> I (One)     
 **HR Policy:**<sup>2</sup> Non-Deviating     
 **IT Support:**<sup>3</sup> Full     
 **Type of Agency Board:**<sup>4</sup> Administrative

<sup>1</sup> Refers to the local agency's level or size, varying from I (one) to III (three), with III being the largest. Last verified 12/31/2015.

<sup>2</sup> Refers to the local department's HR policy deviation from VDSS policies: jurisdiction-wide deviation (local policies only), Non-deviating, or partial deviating. Last verified 12/31/2015.

<sup>3</sup> Refers to the local agency's level of IT support from VDSS.

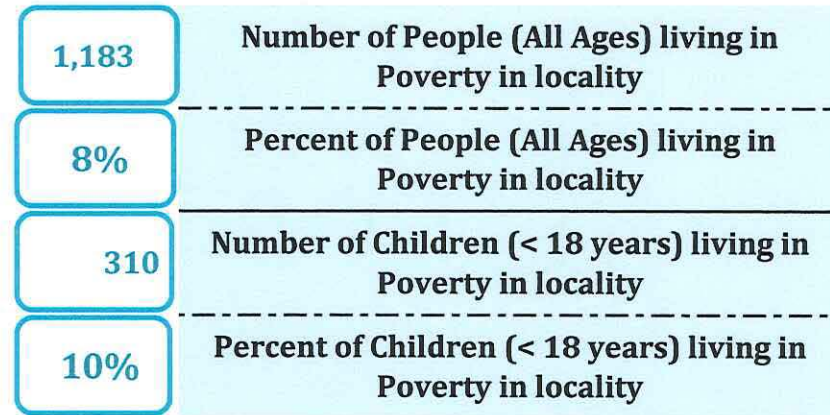
<sup>4</sup> Refers to the local agency's board type (administrative vs. advisory); for advisory boards, administrative entity is also stated. Last verified 12/31/2015.

Population, 2015	Clarke		Northern	Statewide
	Count	Percent	Percent	Percent
<b>Total Population</b>	<b>14,363</b>			
<b>By Age</b>				
<i>Children (0-17 years)</i>	3,052	21%	24%	22%
<i>Adults 18-64 years</i>	8,578	60%	64%	64%
<i>Adult 65+ years</i>	2,733	19%	12%	14%
<b>By Race &amp; Ethnicity</b>				
<i>White</i>	13,274	92%	74%	72%
<i>Black/African American</i>	788	5%	13%	21%
<i>Other race</i>	243	2%	13%	8%
<i>Hispanic/Latino</i>	690	5%	15%	9%

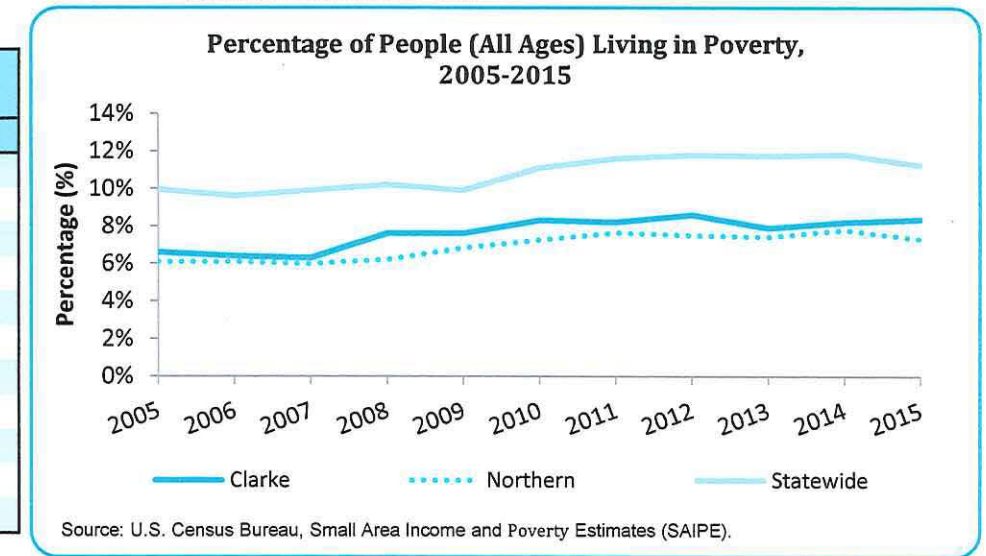
Source: Virginia Department of Health. Bridged race estimates come from the National Center for Health Statistics. "Other race" includes Asians, Hawaiians/Pacific Islanders, American Indians, and Alaskan Natives. Hispanic origin is not mutually exclusive of race.

Poverty Rate (%)	Clarke		Northern		Statewide	
	All ages	Children	All ages	Children	All ages	Children
2005	6.6%	7.9%	6.1%	7.5%	10.0%	13.3%
2006	6.4%	7.3%	6.1%	6.9%	9.6%	12.3%
2007	6.3%	7.4%	6.0%	7.2%	9.9%	12.9%
2008	7.6%	9.4%	6.2%	7.8%	10.2%	13.6%
2009	7.6%	9.4%	6.8%	8.6%	9.9%	14.0%
2010	8.3%	10.1%	7.2%	9.0%	11.1%	14.6%
2011	8.2%	10.3%	7.6%	9.9%	11.6%	15.6%
2012	8.6%	10.5%	7.5%	9.6%	11.8%	15.5%
2013	7.9%	9.9%	7.4%	9.6%	11.7%	15.7%
2014	8.2%	10.6%	7.8%	10.2%	11.8%	15.9%
2015	8.4%	10.4%	7.3%	9.1%	11.2%	15.0%

Source: U.S. Census Bureau, Small Area Income and Poverty Estimates (SAIPE).



Source: US Census Bureau, Small Area Income and Poverty Estimates (SAIPE). Estimates are for 2014.



Source: U.S. Census Bureau, Small Area Income and Poverty Estimates (SAIPE).

## Local Department of Social Services Profile Report, SFY 2016

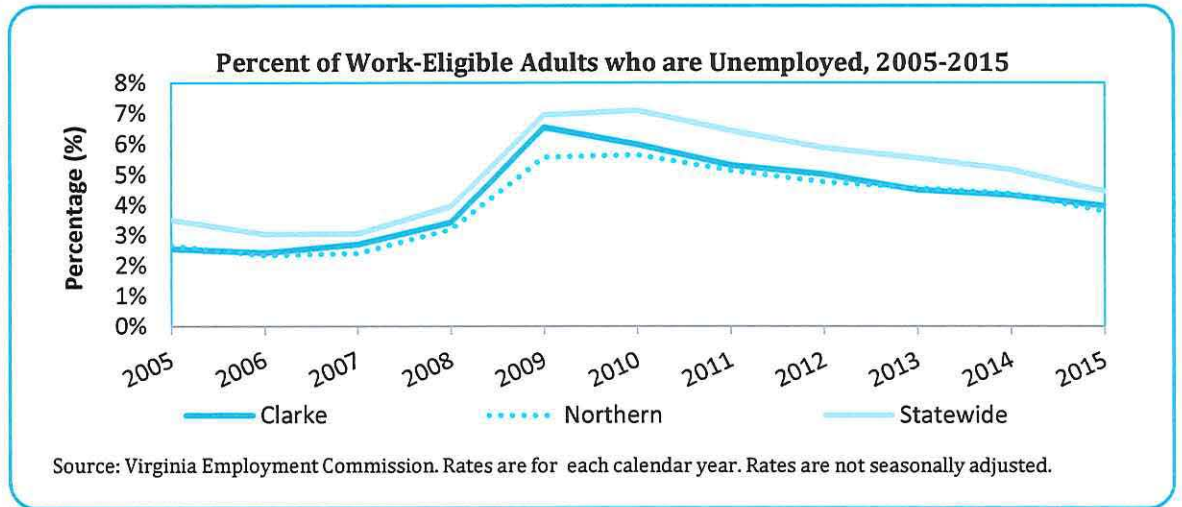
Locality Name: Clarke

FIPS: 043

Region: Northern

Unemployment	Clarke		Northern	Statewide
	Count	Rate (%)	Rate (%)	Rate (%)
2005	199	2.6%	2.7%	3.5%
2006	196	2.4%	2.3%	3.0%
2007	216	2.7%	2.4%	3.1%
2008	281	3.4%	3.2%	4.0%
2009	532	6.5%	5.6%	7.0%
2010	461	6.0%	5.6%	7.1%
2011	413	5.3%	5.1%	6.4%
2012	388	5.0%	4.8%	5.9%
2013	350	4.5%	4.6%	5.5%
2014	330	4.3%	4.4%	5.2%
2015	300	4.0%	3.8%	4.4%

Source: Virginia Employment Commission. Rates are not seasonally adjusted.

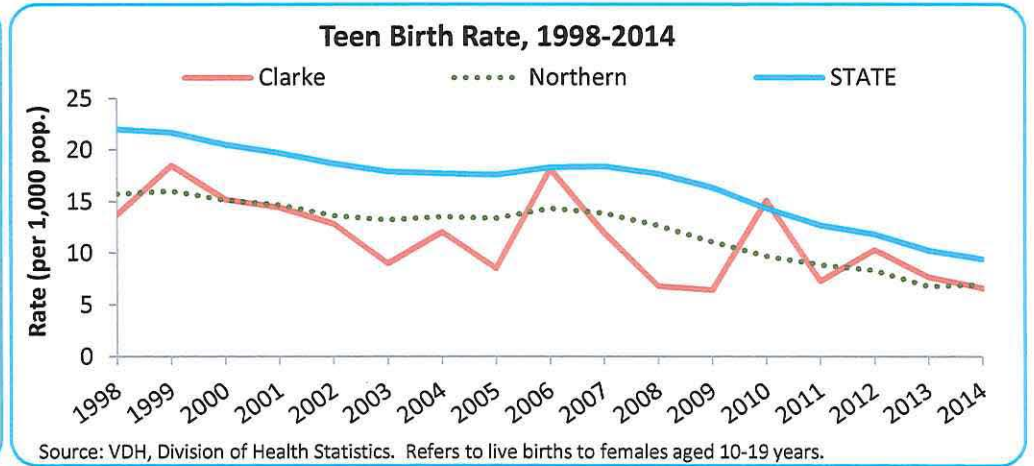
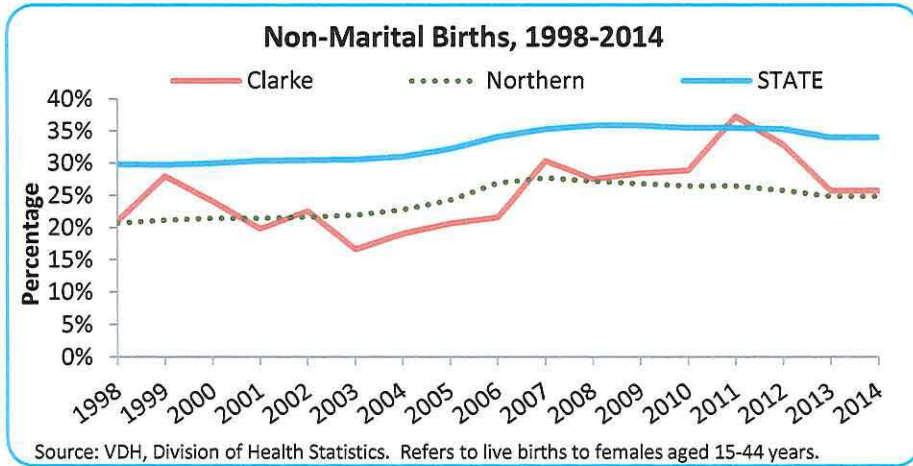


Births (2014)	Non-Marital Births			Teen Births				
	Clarke		Northern	Statewide	Clarke		Northern	Statewide
	Count	Percent	Percent	Percent	Count	Rate	Rate	Rate
<b>Total</b>	<b>34</b>	<b>26%</b>	<b>25%</b>	<b>34%</b>	<b>6</b>	<b>6.6</b>	<b>6.7</b>	<b>9.4</b>
White	34	27%	20%	25%	6	7.1	4.8	7.3
Black	0	0%	45%	65%	0	0.0	6.8	12.6
Other race	0	0%	28%	29%	0	0.0	17.2	18.0

Source: Virginia Department of Health. Based on records of live births among unmarried women aged 15-44 years and among teens aged 10-19 years. Teen birth rate is per 1,000 population.

34%

Percent of Children living in a single-parent household (2011-2015) (Source: U.S. Census Bureau, American Community Survey)



## Local Department of Social Services Profile Report, SFY 2016

Locality Name: **Clarke**

FIPS: **043**

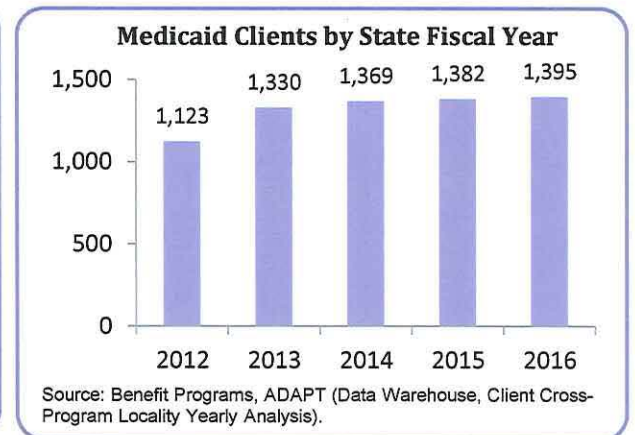
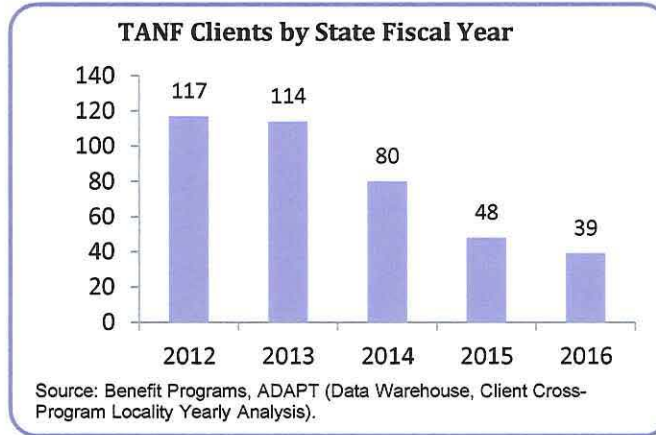
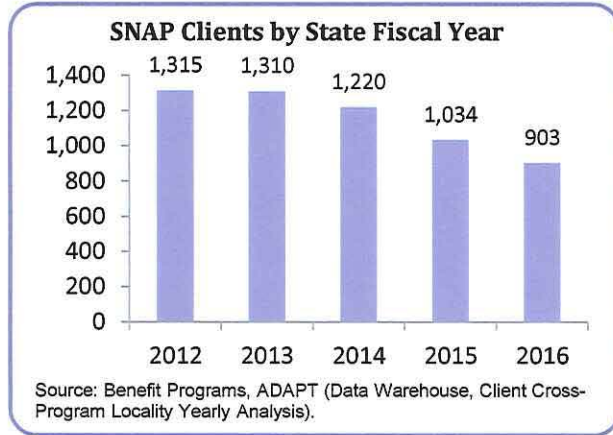
Region: **Northern**

Benefit Clients Served (unduplicated)	Benefit Program <sup>1</sup>				Child Care <sup>3</sup>
	SNAP	TANF	Medicaid	Program <sup>2</sup>	
2012	1,315	117	1,123	1,705	NA
2013	1,310	114	1,330	1,810	NA
2014	1,220	80	1,369	1,794	37
2015	1,034	48	1,382	1,710	55
2016	903	39	1,395	1,665	42

1,665

Residents who received benefits (SNAP, TANF or Medicaid) in SFY 2016

<sup>1</sup> Source: Benefit Programs, ADAPT (Data Warehouse, Client Cross-Program Locality Yearly Analysis). Unduplicated count within the locality (client may be counted again if she/he moved to another locality).  
<sup>2</sup> Received SNAP, TANF and/or Medicaid during the year. <sup>3</sup> Source: VaCMS (not available prior to 2014).



Benefit Client Demographics (SFY 2016)	By Age Group			Gender		Race			
	0-17 years	18-64 years	65+ years	Female	Male	White	Black	Other	Missing
SNAP	355	466	82	517	386	667	138	19	79
TANF	30	9	0	20	19	29	8	0	2
Medicaid <sup>1</sup>	713	520	162	792	603	1,129	171	46	41
Any Benefit Program <sup>2</sup>	781	707	177	929	736	1,334	205	49	77

Sources: Benefit Programs, ADAPT (Data Warehouse, Client Cross-Program Locality Yearly Analysis). <sup>1</sup> Excludes enrollees from state mental health hospitals. <sup>2</sup> Unduplicated number of clients who received SNAP, TANF, and/or Medicaid. "Other" race includes Asian, Hawaiian/Pacific Islander, American Indian/Alaskan Native, or multiracial clients. "NA" = Not available for reporting.

## Local Department of Social Services Profile Report, SFY 2016

Locality Name: **Clarke**      FIPS: **043**      Region: **Northern**

Households (Cases) Served	Benefit Program <sup>1</sup>			Energy Assistance (EA) <sup>2</sup>			Child Care <sup>3</sup>
	SNAP	TANF	Medicaid	Fuel	Cooling	Crisis	
2010	532	41	776	NA	NA	NA	NA
2011	618	43	794	NA	NA	NA	NA
2012	623	40	812	NA	NA	NA	NA
2013	600	38	816	104	52	11	NA
2014	561	29	830	101	43	15	29
2015	473	21	837	95	42	13	33
2016	431	17	818	90	38	8	27

<sup>1</sup> Source: VDSS ADAPT Data Mart (SNAP and TANF counts); MMIS Data Mart (Medicaid counts). Represent unduplicated cases. <sup>2</sup> Source: Energy Assistance Case (Household) Counts Agency Summary Reports. <sup>3</sup> Source: VaCMS (represent "families"; data not available prior to 2014).

Child Welfare Clients	Total Recipients	Race				Age Group (years)				
		White	Black	Other	Unknown	0-5	6-10	11-15	16-18	19+
Children in foster care (as of Sept. 30)	10	10	0	0	0	4	3	3	0	0
Children exited to adoption (FFY 2016)	0	0	0	0	0	0	0	0	0	0
Children receiving adoption assistance	6	2	2	2	0	0	3	1	1	1

Sources: Division of Family Services, VCWOR/OASIS. "Children in Foster Care" is a point-in-time count as of 9/30/2016. "Children Exited to Adoption" is reported for the federal fiscal year, ending September 30. "Children Receiving Adoption Assistance": children receiving adoption services as of 12/1/2016. Clients with missing race are included in total counts.

Child Protective Services (CPS)	Total Children	Race/Ethnicity*				Age Group (in years)				
		White	Black	Other	Unknown	Hispanic	Under 4	4 to 11	12 to 17	Unknown
Children in CPS referrals (SFY 2016)	176	154	12	0	0	5	26	66	60	24

Source: DFS, VCWOR/OASIS, "Children in CPS Referrals". \*Child may belong to more than one race. Hispanic origin is not mutually exclusive from race. Race subtotals do not add up to Total Children.

Adult Protective Services (APS)	Total Reports	Race*				Age Group (years)		
		White	Black	Other	Unknown	18-60	61 and older	Unknown
Adult subjects of APS Reports (2016)	57	37	4	1	15	11	46	0

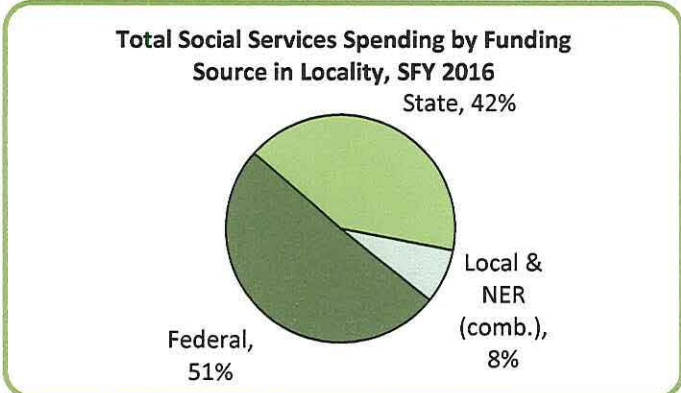
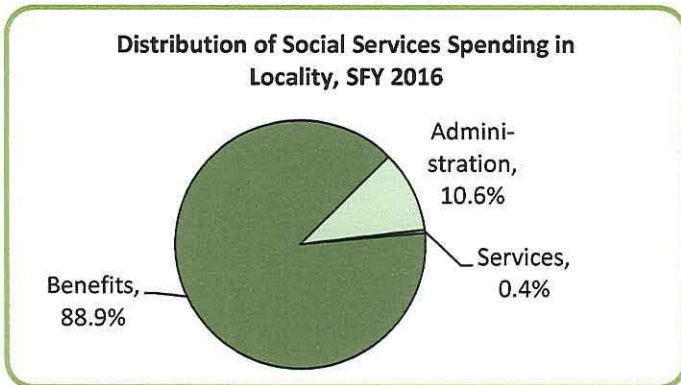
Source: Adult Services Adult Protective Services (ASAPS) system. \* Hispanic origin not reported. Race and age may be undercounted or overcounted.

## Local Department of Social Services Profile Report, SFY 2016

Locality Name: **Clarke**

FIPS: **043**

Region: **Northern**



Social Services Spending, SFY 2016 <i>Clarke</i>	Federal	State	Local & NER (comb.)	All Sources
<b>Administrative costs</b>	<b>\$565,177</b>	<b>\$149,199</b>	<b>\$691,046</b>	<b>\$1,405,422</b>
Staff and operations <sup>1</sup>	\$510,848	\$149,199	\$543,432	\$1,203,479
Other expenses <sup>2</sup>	\$54,328	\$0	\$147,615	\$201,943
<i>Admin costs - % by Funding Source</i>	40%	11%	49%	100%
<i>Admin costs - % Total SS spending</i>	8%	3%	67%	11%
<b>Services purchased for clients<sup>3</sup></b>	<b>\$32,176</b>	<b>\$5,404</b>	<b>\$16,394</b>	<b>\$53,974</b>
<i>Services - % by Funding Source</i>	60%	10%	30%	100%
<i>Services - % Total SS spending</i>	0%	0.1%	1.6%	0.4%
<b>Client Benefits Spending<sup>4</sup></b>	<b>\$6,084,007</b>	<b>\$5,333,199</b>	<b>\$322,854</b>	<b>\$11,740,060</b>
Medicaid & FAMIS <sup>5</sup>	\$5,127,243	\$4,850,619	\$61,562	\$10,039,423
SNAP	\$675,676	\$0	\$0	\$675,676
TANF	\$9,978	\$13,305	\$0	\$23,283
Energy Assistance	\$47,370	\$0	\$0	\$47,370
Foster care/adoption <sup>6</sup>	\$63,315	\$131,572	\$8	\$194,895
Comprehensive Services (Title IV-E) <sup>7</sup>	\$0	\$293,097	\$255,118	\$548,215
Child Care <sup>8</sup>	\$160,426	\$19,937	\$0	\$180,363
Other Benefits <sup>9</sup>	\$0	\$24,669	\$6,167	\$30,836
<i>Benefits - % by Funding Source</i>	52%	45%	3%	100%
<i>Benefits - % Total SS spending</i>	91%	97%	31%	89%
<b>Total SS Spending</b>	<b>\$6,681,360</b>	<b>\$5,487,801</b>	<b>\$1,030,294</b>	<b>\$13,199,456</b>
<b>SS Funding - % by Funding Source</b>	<b>51%</b>	<b>42%</b>	<b>8%</b>	<b>100%</b>

Source: LASER, Statewide Summary. Local expenses and expenses not eligible for reimbursement (NER) are combined.

\$13,199,456

Total amount spent on Social Services in the locality (SFY 2016)

\$1,030,294

Total amount spent on Social Services contributed by the locality (SFY 2016)

Social Services Staffing (as of 9/30/2016)	Direct	Indirect	NER	TOTAL	% of Total Positions
Number of Filled Positions	9	6	0	15	75.0%
Number of Unfilled Positions	5	0	0	5	25.0%
Total Number of Positions	14	6	0	20	100.0%
Percent of Positions Unfilled	36%	0%	NA	25%	
Pct. of Positions Unfilled-Statewide	19%	18%	28%	19%	

Source: LETS, Position Reimbursement And Status Report for State (run on 10/1/2016). Refers to number of positions regardless of percent of time assigned. Invalid filled positions and voluntary positions are excluded. NER= Not eligible for reimbursement.

## Local Department of Social Services Profile Report, SFY 2016

Locality Name:

Clarke

FIPS: 043

Region: Northern

### Total Social Services Spending, SFY2016

Notes: Budget line (BL) key for spending categories.

- (1) Local staff and operations: 850 (outstationed eligibility staff), 852 (dedicated Medicaid local effort), 855 (staff & operations base budget), 858 (staff & operations pass through), and 859 (SNAPET RD & IWR).
- (2) Other operational expenses: 000 (Miscellaneous), 805 (Pre-Occupancy Local Facilities Cost), and 843 (Central Service Cost Allocation).
- (3) Services purchased for clients: 217 (Guardianship Petitions), 824 (Other purchased services), 829 (Family Prevention, or SSBG), 833 (Adult Services), 844 (SNAPET Purchased Services), 861 (Independent Living Program - E&T Vouchers), 862 (Independent Living Program - Basic Allocation), 864 (Respite Care for Foster Families), 866 (Family Preservation/Support - Purchased Services), 871 (TANF/VIEW -Working, Transportation and Child Care), 872 (VIEW), 873 (IV-E Foster/Adoptive Parent Training - enhanced rate), 875 (IV-E Foster/Adoptive Parent Training - admin rate), 878 (Head Start Transition to Work Child Care), 881 (Fee for Child Care - Matching), 883 (Fee for Child Care - 100% Federal), 888 (Non-VIEW Repayment of VACMS), 889 (VIEW Repayment of VaCMS), 890 (Child Care Quality Initiative Program, and 895 (Adult Protective Services).
- (4) Medicaid, FAMIS, SNAP, TANF/TANF UP, Energy Assistance, Foster Care/Adoption, CSA, and Child Care are coming from Section III - Statewide Benefit Payments of the LASER report. Refugee Assistance payments are made at Local Health Districts, not LDSS.
- (5) Medicaid and FAMIS are combined. The SLH program was not funded in SFY 2015. Local expenses are reported for Medicaid only.
- (6) Foster care & adoption benefits: 811 (IV-E Foster Care), 812 (IV-E Adoption Assistance), 816 (International Home Studies), 817 (Special Needs Adoptions), 820 (Adoption Incentives).
- (7) CSA Costs are paid at the local level with reimbursement from the State Children's Services Act.
- (8) Child Care provider payments are made by VDSS through VACMS. Certain funds (871 and 881) are split 50%/50% between federal and state sources.
- (9) Other Benefit Payments: 804 (Auxiliary Grant), 808 (TANF - Manual checks), 810 (TANF - Emergency assistance), 813 (General Relief), 819 (Refugee Cash Assistance), 848 (TANF-UP - Manual checks), and 867 (TANF - Competitive Grant).

March 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, 2<sup>nd</sup> Floor, Berryville, Virginia conducted on Tuesday, March 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, Alison Teetor, Lora Walburn

#### Constitutional / State Offices

Pam Hess, Anthony “Tony” Roper, Travis Sumption

#### Press

Cathy Kuehner - The Winchester Star

#### Others Present

Ed Carter, Keith Dalton, A.R. “Pete” Dunning, Bill Howard, George Ohrstrom II, Karen Anderson, Wayne Webb, and other citizens

#### 1) Call to Order

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

#### 2) Adoption of Agenda

– Miscellaneous: Tax Relief for the Elderly by Supervisor Byrd



**Supervisor Catlett moved to adopt the agenda as amended. 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 pipe replacements on routes 604 and 621;
- Plan to continue with pipe replacement on Rt. 620;
- Completed Boom Axing slopes on Rt.50 and will continue with slopes on Rt. 340;
- Repaired potholes on routes 604, 621, 638, 690 and 255;
- Will be using paver to patch along Rt. 340 and regular patching operations on various other secondary's;
- Performed ditching operations on routes 622, 626 and 628;
- Removed downed trees and debris from recent wind event and danger trees along Rt. 601;
- Will be continuing with this effort along Rt. 50;
- Will conduct grading and stone application operations on all non-hard surfaced routes throughout the County;
- Performed litter removal on all primary's and high volume secondary's;
- Mobilized and responded to first major snow event.

At 1:05 pm, Vice Chair McKay joined the meeting.

Board Issues

- Millwood Bridge: Engineer reviewing today.
- Route 640: Will address citizen concerns while conducting shoulder work.
- Brucetown Bridge: Mr. Carter will check the status and report not back.
- Wadesville Area Stuffed Culvert: VDOT addressed.
- Route 612 Trash Collection: Charlie Monroe coordinated this effort.
- Curve: Traffic engineers reviewing.

5) Stream Grants Review by Alison Teetor

Alison Teetor presented an update to the Board on the Spout Run Project. A copy of her presentation is included in the March 2017 meeting material. At the conclusion of her presentation, Ms. Teetor directed citizens and Supervisors to <http://www.spoutrun.org> for more information.

Supervisor Daniel noted that \$70,000 of the grant funding was returned due to lack of landowner participation. Ms. Teetor explained some of the requirements for grant recipients including a ten-year commitment to maintain the stream.

Chairman Weiss thanked Ms. Teetor and the agencies cooperating in this effort including Trout Unlimited, Soil and Water Conservation District, Friends of the Shenandoah River, Piedmont Environmental Council, The Downstream Project, Natural Resource Conservation Service and Powhatan School.

Wayne Webb, Friends of the Shenandoah River, stated that the many years of effort on the Spout Run project were paying off with the stream showing no increase in nitrates.

Bill Howard, Downstream Project, thanked Alison Teetor for coordinating the project.

George Ohrstrom, II, Downstream Project, noted that the current federal budget proposes eliminating funding for of the Chesapeake Bay project, as well as other small water projects. He urged persons in attendance to contact their legislators to oppose the proposed decrease.

6) Drought Update by Alison Teetor

Alison Teetor presented an update to the Board on the real-time monitoring network and potential for drought in 2017.

7) Approval of Minutes

**Vice Chair McKay moved to approve the minutes for:**

- **February 21, 2017 BoS Regular Meeting as modified:**
  - o **Page 934 Change Supervisory Byrd provided comment to David Ash to read, "Supervisor Byrd would like staff to work on making the economic development goals a little less wordy and more specific."**
  - o **Page 940 Change from \$520,000 to \$525,000**
  - o **Page 941 Correct misspelling conducting to conducting.**
- **March 6, 2017 BoS FY2018 Budget Work Session 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

8) Consent Agenda

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

**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 21<sup>st</sup> day of March, 2017.

ATTEST 2017-02R

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

**Supervisor Catlett moved to approve the item 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

9) Board of Supervisors Personnel Item

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.

**03/21/2017 Action: Supervisor Daniel 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**

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

03/21/2017 Action: David Ash advised that following discussion, the Personnel Committee instructed staff to solicit input from Constitutional Officers.

**10) Board of Supervisors Work Session**

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

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

03/21/2017 Action: Chairman Weiss assured that review efforts would continue.

**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

03/21/2017 Action: Chairman Weiss summarized action taken at the March 13 Budget Work Session. He stated that the Finance Committee worked through all funding requests and were able to recommend a budget that reduced the tax rate by one cent and met the County needs including a 3 percent salary increase for County employees and \$376,000 capital project for communications.

11) Finance Committee

1. FY2017 Supplemental Appropriations

a. *Sheriffs Grant*

03/13/2017 Summary: 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."*

03/21/2017 Action: Tom Judge reviewed the request asking to amend the proposed resolution from information technology to general government budget.

**Vice Chair McKay moved to adopt the resolution 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

b. *Historic Resources Grant*

03/13/2017 Summary: 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."*

03/21/2017 Action: Tom Judge reviewed the request.

**Supervisor Byrd moved to adopt the resolution as recommended. The motion carried by the following vote:**

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

c. *Clerk of the Circuit Court.*

03/13/2017 Summary: 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."*

03/21/2017 Action: Tom Judge reviewed the request.

**Vice Chair McKay moved "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." 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. Emergency Vehicle Fund Balance Designation

03/13/2017 Summary: 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".*

03/21/2017 Action: **Vice Chair McKay moved to approve the resolution as recommended. 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. Health Rates

03/13/2017 Summary: 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.

**03/21/2017 Action: Supervisor Byrd moved to affirm approval of the FY2018 Health Benefit Rates as recommended. 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

**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 &amp; 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 &amp; 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 &amp; Other</i>			
Single	487.00	410.92	76.08
Dual	901.00	467.25	433.75
Family	1,315.00	680.98	634.02



4. Acceptance of Bills and Claims

03/13/2017 Summary: The Finance Committee recommends acceptance of this report.

03/21/2017 Action: **Supervisor Catlett moved to accept the February 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

5. Monthly Reports

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

12) Joint Administrative Services Board Update

Tom Judge informed the Board that implementation of the taxation portion of Tyler's Munis software was postponed from July until December.

13) Government Projects Update

David Ash provided the monthly project update.

- Convenience Center: Board determined at the budget work session that adequate funding was available. The County Administrator will instruct the engineer to proceed with site plan submission to the Planning Commission.
- Ballfield lighting project:
  - o Light fixtures in and tested.
  - o Consulting engineer was asked to review the lighting plan and verify that the lighting is as specified.
- Courthouse: No new information. Making progress upstairs. Waiting on materials.

14) Miscellaneous Items

Tax Relief for the Elderly By Supervisor Byrd

Supervisor Byrd informed the Supervisors that she had received a call from retired constituents that were finding that with medical bills and medicines both were going to have to go back to work. The constituent, already eligible for 10% tax relief for the elderly and disabled, asked if there was any way they could get 30% tax relief. She opined that it was a shame that good citizens, hard workers, find themselves in a real financial bind. She asked for review of the County's tax relief for the elderly and disabled financial thresholds. Supervisor Byrd opined that the County's population was aging with many still living in their own homes and she wanted them to stay in their own homes.

Chairman Weiss advised that the next step was to refer the matter to the Finance Committee for regulation and financial impact review and recommendation to the Board.

By consensus, the Supervisors agreed to forward the matter to the Finance Committee.

Village of Millwood Parking Issues

Vice Chairman McKay put forth parking issues in the Village of Millwood opining that ordinance review was necessary to help alleviate the problems.

Supervisor Daniel commented that parking was addressed in the County's Village Plan currently under review by the Planning Commission.

Brandon Stidham stated that parking was a relatively recent issue. He informed the Supervisors that he was still looking at how past staff handled the businesses that are there now to identify the problem. He said that one thing that makes this a big challenge is the fact that you can't pick up an engineering manual on parking calculations and how it will work for this particular situation. He reminded that peak periods are very different for this area. Mr. Stidham concluded that he first wanted to figure out if it is addressed in current ordinances then he would like staff to provide the Board with its recommendation.

Supervisor Catlett suggested caution noting that there were limitations in this particular area.

15) Summary of Required Action

<u>Item</u>	<u>Description</u>	<u>Responsibility</u>
1.	Process approved minutes.	Lora B. Walburn

<u>Item</u>	<u>Description</u>	<u>Responsibility</u>
2.	Process 2017-02R.	Lora B. Walburn
3.	Update appointment database and process notice of appointment.	Lora B. Walburn
4.	Continue review on personnel policy.	David Ash
5.	Refer review of financial thresholds of tax relief for the elderly and disabled to the Finance Committee for recommendation.	David Ash
6.	Planning staff provide recommendation to Board following review of the Millwood parking issues.	Brandon Stidham
7.	Litter Committee status.	David Ash.
8.	Kohn property update.	Lisa Cooke

16) Board Member Committee Status Reports

Supervisor Barbara J. Byrd

- Berryville Town Council:
  - Approved Skyline Academy resolution.
  - Discussed safety concerns with VDOT.
  - Discussed water and sewer rates. Set aside \$20,000 for a study.
  - Discussed budget. Reduced contribution to the County for EMS from \$50,000 to \$33,000.
- Conservation Easement Authority: One purchase and one donation. Randy Buckley named 2017 Chair.
- Litter Committee: Staff will follow up on status of this external committee.
- Northern Shenandoah Substance Abuse Coalition: Did not attend.
- Social Services: Did not attend.

Supervisor Terri Catlett

- Millwood Community:
  - Annual potluck scheduled for Monday, April 16, at 6 pm.
  - Supervisor Catlett and Brandon Stidham invited to speak on the village plan.
- Parks and Recreation Advisory Board:

- Did not meet in the last month.
- Chairman Weiss requested an update on the Kohn property.
- School Board:
  - Met February 27, which was also the annual School Board appreciation night.
  - High School performing the Sound of Music this weekend.
  - Sports teams have had good success this year.
  - Berryville Primary renovation on schedule.

Vice Chair Beverly McKay

- Clarke County Sanitary Authority:
  - Discussed budget and rates.
  - Implementation of monitoring system should increase efficiencies.
  - An unknown hauler emptied a load of septage during the night.
- NSVRC:
  - Distributed monthly staff report.
  - Brandon Stidham on executive committee.
  - Moving forward nicely.
- BCCGC:
  - Employee door repaired – hinges replaced.
  - Agreed to replace the AV system in the meeting wing.
  - Agreed to proceed with joint seal for the meeting room.

Supervisor Mary L.C. Daniel

- Library Advisory Council: Did not meet.
- Planning Commission: Did not meet. Annual Report distributed with packet.

Chairman David S. Weiss

- Fire and EMS Commission:
  - Developing SOP.
  - May have someone interested in the vacancy.
- EDAC:
  - Met last Friday.

- Christie Dunkle drafted changes to the MOU. Currently, the majority of the items set forth in the original document are complete.

#### 17) Closed Session

No Closed Session conducted.

Chairman Weiss recessed the meeting at 3:03 p.m.

Chairman Weiss reconvened the meeting at 6:33 p.m.

#### 18) Citizen Comment Period

No persons addressed the Board.

#### 19) 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.

Brandon Stidham, Director of Planning, summarized the proposed amendment. He explained that during the review process the Planning Commission addressed blacksmith / tinsmiths that could be allowable as an accessory use but are not permissible as special use. He also provided a definition of neighborhood [villages] and highway [intersections] commercial uses explaining that when initially designated the Planning Commission had taken into consideration existing businesses in these areas.

At 6:45 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.

**Supervisor Byrd moved to adopt TA-17-01, Agricultural Business Uses 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

Supervisor Daniel thanked Brandon Stidham for shepherding the amendment through the process.

Chairman Weiss thanked the Planning Commissioners and staff.

**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.**
- 5. Outdoor storage areas shall be secured with fencing. 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)

Next Regular Meeting Date

The next regular meeting of the Board of Supervisors is set for Tuesday, April 18, 2017, at 1:00 p.m. in the Berryville Clarke County Government Center, Main Meeting Room, 101 Chalmers Court, Berryville, Virginia.

20) Adjournment

At 6:47pm, being no further business, Chairman Weiss adjourned the meeting.

ATTEST: March 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

April 4, 2017

Clarke County Board Of Supervisors  
Clarke County School Board  
Budget and Tax Rate Public Hearing  
Main Meeting Room

1:00 p.m.

At the FY2018 Budget and CY2017 Tax Rate Public Hearing of the Board of Supervisors and the School Board of Clarke County, Virginia, held in the Berryville Clarke County Government Center, 101 Chalmers Court, 2<sup>nd</sup> Floor, Berryville, Virginia conducted on Tuesday, April 4, 2017.

#### Board of Supervisors Members

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

#### County Staff Present

David Ash, Brian Lichty, Lora Walburn

#### School Board Members

Present: Monica Singh-Smith - Buckmarsh / Blue Ridge District; Jon Turkel - Millwood / Pine Grove District; Tom Parker – Russell District; Absent: Chuyen Kochinsky - Berryville District; Chip Schutte – White Post District

#### School Staff Present

Chuck Bishop, Rick Catlett, Tom Judge, Renee Weir

#### Constitutional / State Offices

Pam Hess, Becky White, Anthony “Tony” Roper, Brian Rosenberry

#### Press

Cathy Kuehner - The Winchester Star

#### Others Present

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Board of Supervisors Meeting Minutes For April 4, 2017 – Budget & Tax Rate Public Hearing

Van Armacost, Jay Arnold, Jason Burns, and other citizens

1) Call to Order

At 7:33 p.m., Chairman Weiss called the Board of Supervisors meeting to order and called for a motion to adopt the agenda.

**Vice Chair McKay moved to adopt the 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

Chairman Weiss expressed thanks to all attending the meeting.

At 7:34 pm, Chairman Parker called the School Board meeting to order.

2) FY2108 Budget Public Hearing

Tom Judge, Director Joint Administrative Services, provided highlights of the proposed FY2018 Budget:

- Reduce Real Estate Tax rate \$.01 (-\$218,655).
- 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.
- Position Changes:
  - Add Human Services Assistant to Social Services: \$23,872.
  - Add additional on-call pay to Social Services: \$1,170.
  - Add additional part-time EMT: \$25,760.
  - Add to contingency full-time clerical to serve multiple departments: \$49,118.
- Add to General Government Capital \$376,746 to fund the first phase of the Communications System upgrade.
- Add \$200,000 for convenience center operations.

- Reduce local tax funding for CSA \$307,969 based on reduced need.
- Reduce School Debt service \$843, 798 based on reduced need.

Following review, Chairman Weiss called for questions from the Board; being none, he called for technical questions from the audience. With no questions from the audience, Chairman Weiss asked Mr. Judge to explain pay-as-you-go funds. Mr. Judge explained that pay-as-you-go means paying cash not borrowing, a sound fiscally-conservative principle.

At 7:43 p.m., Chairman Weiss opened the public comment portion of the public hearing.

Jason Burns, Ebenezer Road, representing Blue Ridge Volunteer Fire and Rescue Company:

*“Thank you for your time tonight. I just want to reiterate the budget request came in from all three departments asking for an increase this year; and really, it may not be possible this year. But, we really need to look at it in the future because the financial burden of the fire department is exceeding what our people can do. We definitely need the help from the County. So, the cost of equipment, the time put into fundraise – we have some very talented people out there that volunteer that are spending a lot of time working bingo, doing fundraisers. Couple great examples: Brian Conrad at Boyce, excellent farm machinery guy, teaches us all kinds of stuff in classes; but he is probably working bingo two times a week to finance the fire department. Chris Shipe at Enders, excellent expert on the insurance industry, he could have had our insurance stuff done; but, he has multiple other things he does. If we were to free up our volunteers with some of this fundraising, we could do a lot more for the County that would be “where the rubber meets the road” actually providing services to citizens instead of worrying about where our next dollar is coming from.*

*Please keep in mind. Maybe it is too late to get it into this year’s budget what we requested; but, in future, please, we need the money. Thank you.”*

Chairman Weiss thanked Mr. Burns for his comments and his service, as well as the services provided by Blue Ridge.

Van Armacost, Walnut Street, Representing John H. Enders Volunteer Fire and Rescue Company:

*“When I joined in the ‘70’s, it was standing room only to get in a station. You had to impress the officers, knock out a couple weekends at fire school, take a quick CPR class, and you could ride in the truck. Now, it takes 210 hours of EMT, 32 hours EVOC, 16 hours emergency room training, precept for 10 calls – that is just to get on the ambulance and run BLS [Basic Life Support]. If you want to do ALS [Advanced Life Support], it is another 1,000 hours [training]. So, it is a huge commitment for a volunteer person.*

*Currently, Clarke has only 70 volunteers that ran 850 calls. There were 2,600 EMS calls last year. Three volunteer companies at 14 trucks, 5 ambulances, and 6 vehicles on the road, which we must maintain at all times. These dedicated men and women have outside jobs and give up time with their own families in order to provide a critically necessary service to the taxpayers of Clarke County. Currently, these volunteers are struggling to keep up with mandated training, fundraising, meetings, and, of course, the main focus of our cause, running calls.*

*The Board of Supervisors has initiated the Fire and EMS Commission to oversee the countywide fire and EMS system and has hired a director to run the daily operations within the system. These are great improvements and a step in the right direction.*

*I strongly encourage this Board to look into the future, foster this volunteer and paid system as we move into the future. You have a dedicated and committed director in place with 6 full-time employees and 16 part-time employees that can help lead the 3 volunteer companies in the right direction but it is going to take funding. Please be proactive and support the countywide fire and EMS system as we continue to grow and provide this critical need at greatly reduced cost to the taxpayer.”*

Chairman Weiss thanked Mr. Armacost for his comments and his service, as well as the services provided by Enders.

Being no other persons wishing to address the Boards, Chairman Weiss closed the public hearing at 7:49 pm.

Chairman Weiss noted that the Board cannot take formal action on the budget for a minimum of one week following public hearing as set forth in State statute

### 3) FY2017 Tax Rate Public Hearing

At 7:49 p.m., Chairman Weiss opened the public hearing for public comment. There being no persons desiring to speak, Chairman Weiss closed the tax rate public hearing.

Chairman Weiss commented that as previous Boards worked through construction funding a commitment was made to the citizens that if it were possible in the future the Supervisors would reduce taxes as the bond was paid down. He opined that the budget allows the County to keep its commitment while also meeting the needs of its citizens, schools, and departments.

Supervisor Byrd expressed appreciation to members of the Finance Committees of the Board of Supervisors and the School Board, as well as staff and former Supervisor John R. Staelin for their efforts on the FY2018 budget. She also thanked those persons providing fire and EMS to the County.

Chairman Weiss offered his personal thanks and appreciation to David Ash, Lora Walburn, Tom Judge and his staff. He further commented that it was a pleasure to have the School Board participate with the Supervisors. He opined that this kind of relationship makes life a much easier. He expressed appreciation for the efforts of the School Board and its staff.

Next Regular Meeting Date

The next regular meeting of the Board of Supervisors is set for Tuesday, April 18, 2017, at 1:00 p.m. in the Berryville Clarke County Government Center, Main Meeting Room, 101 Chalmers Court, Berryville, Virginia.

4) Adjournment

At 7:52 pm, being no further business, Chairman Weiss adjourned the Board of Supervisors.

Immediately following, Chairman Parker adjourned the School Board.

ATTEST: April 4, 2017

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David S. Weiss, Chair

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David L. Ash, County Administrator

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





## Personnel Committee Items

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

Monday, April 10, 2017 9:30 am

*Item No.*

*Description*

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

04/10/2017 Summary: Approve Personnel Committee recommended reappointment:

- Anne Caldwell to the Clarke County Historic Preservation Commission to an additional four-year term expiring May 31, 2021.
- Robert York to the Clarke County Historic Preservation Commission to an additional four-year term expiring May 31, 2021.

B. Personnel Policy Update Re Overtime Estimates

04/10/2017 Summary: The Committee reviewed and the issue was carried forward to the Finance Committee.

# Appointments by Expiration Through May 2017

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*Appt Date    Exp Date    Orig Appt Date:*

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*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

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*May 2017*

Clarke County Historic Preservation Commission 4 Yr

York	Robert	White Post District	6/18/2013	5/31/2017	6/18/2013
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Section 3-E-3-d Zoning Ord "shall consist of at least 5 members not to exceed 7 members; Members shall be residents of Clarke County with a demonstrated interest in and knowledge of the historic character of Clarke County. Reasonable effort to appoint at least 2 members with professional training or equivalent experience in 1 or more of the following: architecture, architectural history, historic preservation, archeology, land use planning, or related fields. Reasonable effort to appoint at least 1 member that is a professional architect or architectural historian. At least 1 member shall be appointed from the Planning Commission upon recommendation to the Board by the Planning Commission. After the establishment of an Historic District, at least 1 member shall be a resident of a local Historic District."

Caldwell	Anne	Millwood District	4/16/2014	5/31/2017	4/16/2014
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# Clarke County Committee Listing

			<i>Appt Date</i>	<i>Exp Date</i>
<i>Agricultural &amp; 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		
Weiss	David S.	BoS - Appointed Member	1/9/2017	12/31/2017
<i>Board of Septic &amp; 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

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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

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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	3/21/2017	4/30/2021
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	3/21/2017	4/30/2021

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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 &amp; 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 &amp; 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 &amp; 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, 2<sup>nd</sup> Floor**  
**101 Chalmers Court, Berryville, Virginia 22611**

**April 10, 2017 10:00 AM**

Item

No. Description

A. Personnel Policy Review 04/04/2017 Revision

04/10/2017 Summary: Subsequent to the review, the Board requested cost estimates for FY2018 implementation.

B. Closed Session with Robert Mitchell Pursuant to §2.2-3711-A7 Probable Litigation – Undisclosed

04/10/2017 Summary:

**Supervisor Byrd moved that the Clarke County Board of Supervisors enter Closed Session pursuant to Section 2.2-3711-A7 Code of Virginia re consultation with legal counsel re probable litigation - undisclosed. 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

**The members of the Board of Supervisors being assembled within the designated meeting place, with open doors and in the presence of members of the public and/or the media desiring to attend, Supervisor Daniel moved to reconvene in open session. The motion carried as follows:**

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

**Supervisor Daniel further moved to execute the following Certification of Closed Session:**

**CERTIFICATION OF CLOSED SESSION**

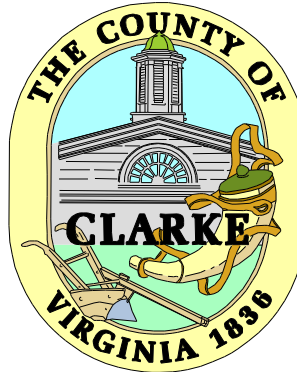
**WHEREAS, the Board of Supervisors of the County of Clarke, Virginia, has convened a closed meeting on the date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and**

**WHEREAS, Section 2.2-3700 of the Code of Virginia requires a certification by the Board of Supervisors of the County of Clarke, Virginia that such closed meeting was conducted in conformity with Virginia law.**

**NOW, THEREFORE BE IT RESOLVED, that the Board of Supervisors of the County of Clarke, Virginia, hereby certifies that, to the best of each members knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which the certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Board of Supervisors of the County of Clarke, Virginia. The motion was approved by the following roll-call vote:**

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

No action taken following Closed Session.



## *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 <sup>nd</sup> 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 Agency Personnel Administrator.

**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

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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 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.

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County of Clarke – Personnel Policies

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.

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.

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County of Clarke – Personnel Policies

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.

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County of Clarke – Personnel Policies

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 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.

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County of Clarke – Personnel Policies

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
- Employees of constitutional offices

**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.

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*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

<i>Employee Status</i>	<i>Years of Continuous Service</i>	<i>Monthly Accrual</i>	<i>Maximum Accrual</i>
	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

Note: Scheduled leave is taken at the employer's discretion. When granting an employee scheduled leave, Department Heads/Supervisors are required to:

- Ensure coverage of all required department activities; and,
- To be fair to all persons in the department with regard to the distribution of leave.

#### 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

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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.

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**

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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:

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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

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.

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;



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- 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*

MEMORANDUM

TO: Board of Supervisors

FR: Thomas Judge, Director of Joint Administrative Services

DT: 4/18/2017

RE: *April Finance Report*

1. **FY 17 Supplemental Appropriations and Transfers.** The Finance Committee should consider the following actions:
  - a. Contribution to Barns of Rose Hill. This action was carried forward from the March agenda. Attached are documents relating to the purpose of the endowment fund. *“Be it resolved that \$2,000 be transferred from the FY 17 professional services contingency to the Barns of Rose Hill budget, and payment made in the same amount, all for a contribution to an endowment fund whose purpose is to fund capital and operating expenses of the Barns of Rose Hill.”*
  - b. Historic Preservation Commission. *“Be it resolved that \$1,000 be transferred from the contingency for professional services to the Historic Preservation Commission for the purpose of investigating a program whereby local funding would be provided to owners meeting certain criteria for the maintenance of historic structures.”*
2. **FY 18 Budget Adjustments.** The following adjustments are recommended by the Finance Committee with the exceptions that “h & i” became known since the Committee meeting. These changes, along with distribution of salary increases to departmental budgets, are included in the budget documents proposed for adoption:
  - a. Reduce Social Services \$2,867 because benefits were inadvertently computed on the new position which is part-time.
  - b. Sales Tax estimate. Two additional months were considered in the estimate. However, this does not result in any meaningful change to the overall estimate.
  - c. Machinery and Tools update. +\$25,000
  - d. Convenience center update. To be provided at meeting.
  - e. Reduce Town of Berryville EMT contribution from \$50,000 to \$33,000.
  - f. EMS Vehicle was budgeted at \$70,000 expenditure offset by \$40,000 revenue. Request was intended to be \$110,000 expenditure offset by 40,000 revenue, an increase of \$40,000 in local funds.
  - g. Revenue for Government Capital should be reduced \$9,628 reflecting a change to a dispatch center grant.
  - h. *Regional Court Services. +\$1,685 (new request).*
  - i. *Regional Jail -\$4,297.*
3. **Bills and Claims.** This attached is recommended for approval.
4. **Standing Reports.** The following reports are attached: Reconciliation of Appropriations; Fund Balance; Expenditure Summary; Capital Projects Status.

**BARNS OF ROSE HILL - General Endowment Policy**

BARNS OF ROSE HILL Endowment Fund (the "Endowment") was created to ensure, to the degree reasonably possible, funds are available to keep pace with inflation and provide from the Fund, a regular source of income for operational expense and for needed capital improvements in perpetuity. To these ends, the Board of Directors has adopted the following spending policy for the Endowment, which will apply to all endowed funds unless a particular donor has otherwise stipulated specific spending restrictions.

In adopting this policy, the Endowment seeks an appropriate balance among three goals:

- ✓ Current income for operations
- Preservation of principal
- Capital appreciation

Authorized distribution during the Endowment's current fiscal year (ending December 31) shall not exceed 3.5% of the total market value of the endowment for the prior year ending December 31. Effective for the fiscal year ending December 31, 2019 and thereafter, authorized distribution from the Endowment shall not exceed 3.5% of the average total market value of the Endowment for the prior three years.

In calculating distributions from the Endowment Fund, consideration will be given to the use of both the Net Income and Net Capital Appreciation (defined as realized and unrealized appreciation in the fair market value of the investments) in excess of the fund's Historic Dollar Value (i.e. corpus). The Historic Dollar Value shall be determined in accordance with the Uniform Prudent Management of Institutional Funds Act, which defines Historic Dollar Value as "the aggregate fair value in dollars of an endowment at the time it became an endowment, each subsequent donation to the fund at the time it is made, and each accumulation made pursuant to a direction in the applicable gift instrument at the time the accumulation is added to the fund."

The Board of Directors of Barns of Rose Hill shall have discretion over whether or not distributions are made. If it is determined that a distribution is not needed in a current fiscal year, the Board may waive all or a portion of the distribution for the year.

Any exceptions or changes to this policy shall be made only upon the written approval of the Barns of Rose Hill Board of Directors.

This statement of spending policy is adopted on September 21, 2016

CLARKE COUNTY FY 18 BUDGET

Capital Outlay Request

Use this form to request a capital outlay item including furniture, equipment, vehicles, major maintenance, or other similar infrequent large dollar purchase. Use the Technology Request form for computers, printers, etc. Complete a separate sheet for each request, and attach additional information as necessary.

*Department, School, or Agency Name:*

Department of Planning/Historic Preservation Commission

*Account Manager or Contact Person:*

Brandon Stidham and Alison Teetor

*Object or Project Name:*

Historic Preservation Stabilization Funds

*Month & Year Needed:* July 2017

*New or Replacement?* n/a

*Cost:* \$10,000

*Non-local Revenue for Object:*

None

**JUSTIFICATION** Please justify your request below as succinctly, factually, and legibly as possible:

See attached memo

## Historic Preservation Stabilization Funds Historic Preservation Commission

### Background

The Board of Supervisors appointed the first seven-member Historic Preservation Commission (HPC), in 1987. It serves as the architectural review board for properties in the local historic districts. The County's 2013 Comprehensive Plan Objective 4 Historic Resources states:

"Conserve the County's historic character by preserving its historical and cultural resources for the aesthetic, social, and educational benefits of present and future citizens through the following policies and the Historic Resources Plan."

Policies under that objective include in part:

1. Develop innovative ways to protect and promote the economic and cultural importance of historic and archaeological resources.
2. Encourage and assist property owners to pursue State and National Register designation, either individually or through thematic nominations.
10. Promote community awareness and public education through use of a wide variety of media regarding tax incentives, designation procedures, design guidelines, and appropriate rehabilitation guidelines. Support the creation of literature on the historic resources of the County to acquaint the general public, and in particular new residents, with the County's rich cultural heritage. These activities should have the objective of informing property owners and residents of the value that historic preservation adds to their properties and community.
13. Investigate solutions to address the issue of demolition by neglect including public education initiatives, cooperative efforts, and regulatory tools provided by State law.

Demolition by neglect has become an increasing problem in the local historic districts with many of the contributing structures deteriorating to the point where the cost of their repair exceeds their value, and owners choose demolition. The HPC has struggled with finding an effective means of stabilizing and/or renovating these important historic resources. Efforts to date have included direct mailings of information on tax incentives and mothballing to residents in the local historic districts, researching and review of ordinances in other localities, and amending the building code to enforce (do we really do that?) maintenance of historic structures. None have effectively prevented the continued loss of the County's historic resources.

### Funding request

At their November 16<sup>th</sup> meeting, the Historic Preservation Commission, moved to request \$10,000 from the Board for the purpose of creating a fund to aid property owners in the stabilization of contributing structures within the county's local historic districts. The HPC will identify buildings within the districts in disrepair; develop criteria for prioritizing buildings based on owner income, importance of the structure to the historic district, and degree of deterioration. A return on investment of public funds will be realized through maintained and increased property values.



CLARKE COUNTY FY 18 BUDGET

Capital Outlay Request

Use this form to request a capital outlay item including furniture, equipment, vehicles, major maintenance, or other similar infrequent large dollar purchase. Use the Technology Request form for computers, printers, etc. Complete a separate sheet for each request, and attach additional information as necessary.

Department, School, or Agency Name: Fire, EMS and Emergency Management  
Account Manager or Contact Person: Brian Lichty  
Object or Project Name: Vehicle Replacement/Upgrade 2017-18

Month & Year Needed: August 2017 New or Replacement? Replacement  
Cost: \$70,000.00

Non-local Revenue for Object:

Source: Virginia Office of EMS-Rescue Squad Assistance Grant for second function of EMS-ALS non-transport vehicle.

Amount: \$40,000  
(Approximate)

**JUSTIFICATION** Please justify your request below as succinctly, factually, and legibly as possible:

This vehicle is to replace the current vehicle (2005 Ford Crown Victoria) with approximately 163,000 miles. This vehicle was used prior by the Clarke County Sheriff's Office. Due to the size and type of vehicle it is limited on capabilities. Replacement vehicle will serve the Clarke County Fire, EMS and Emergency Management Department in a two phases-as an Incident Management Vehicle (Command) and as an EMS-ALS non-transport vehicle.

This vehicle, a 2017 Ford Expedition will support the current Clarke County Fire and EMS incident management system by providing Fire Operations Command, Technical Rescue Operations Command and Emergency Medical Incident Command. Additionally, this vehicle will provide another resource in providing advanced life support services to meet the Clarke County Fire, EMS and Emergency Management Strategic Plan Goals #1-Fire and EMS Operations (strategy 1) and 4 - Resource Management (strategies 1, 2). The current life-cycle replacement of this vehicle will be 10years.

The purchase of this vehicle is broken into a two phase approach-

- Phase 1 - Purchase of vehicle and command elements-Fiscal Year 2018
  - Vehicle price with emergency lighting-\$45,723.75
    - Base Vehicle-\$38,781.23 (see attached)
    - Lights, radio and electronics - \$6942.02 (see attached)
  - Command Consul and equipment-\$15,000.00 (approximate cost)
  - Total Cost for phase 1 - \$60,723.75
  - Funding - single year request



- **Phase 2 – Purchase of advanced life support equipment-Fiscal Year 2019**
  - **Life Pack - \$30,000.00 (approximate cost)**
  - **Other EMS Equipment - \$10,000.00 (approximate cost)**
  - **Total Cost for phase 2- \$40,000.00**
  - **Primary Funding -Virginia Department of Health, Office of  
Emergency Medical Services – Rescue Squad Assistance Grant  
(RSAF) – Application for this grant will take place in 2017 and 2018.**
  - **Secondary Funding – single year request**

1	2017, Ford Expedition EL 4WD, - X3V41K/536 (Note: This base vehicle includes many options - Use the Delete options to remove any unwanted items.)	K1G	\$ 38,781.73					
				1	\$ 38,781.73		\$	
2	Additional Delivery Charges - (Note: 50 Miles are included in the base price of each vehicle.) Only enter miles in excess of 50. The spreadsheet will auto calculate the mileage by the qty of vehicles ordered.	n/a	\$ 1.80				\$	
A1	3.5L V8 EcoBoost Engine (Included)	99T	\$ -		\$ -		\$	
A2	6 speed automatic transmission (Included)	446	\$ -		\$ -		\$	
A3	*TOW PACKAGE CREDIT*	536	\$ (536.80)		\$ -		\$	
A4	SYNC (BLUETOOTH) *only available with SSV package*	52M	\$ 219.40	1	\$ 219.40		\$	
A5	SYNC (BLUETOOTH) *Non-SSV package* SYNC® with MyFord® Enhanced Voice Recognition Communications and Entertainment System, SiriusXM® Satellite Radio (*N/A in AK or HI* (Not Available in Alaska or Hawaii)), AM/FM Single-CD/Single 4.2" instrument cluster / 4.2" Center Stack w/rear view camera, Single-Zone Electronic Air Temperature Control (EATC) w/Rear Aux Control Compacer, SelectShift® automatic transmission with Progressive Range Select Seats, 3rd Row 60/40 Manual Bench, Cloth*	101A	\$ 1,079.66	1	\$ 1,079.66		\$	
A6	Skid Plates (Included)	41K	\$ -		\$ -		\$	
A7	SSV PACKAGE- *Deletes* 3rd Row seating, standard carpet flooring and floor mats, replace with Heavy Duty Rubber or Vinyls Floor Covering w/rubber or vinyl floor mats (deletes cloth seats replaced with vinyl covered seats)( Front bucket seats without center console in lieu of manufacturer standard front seats)	102A	\$ (3,060.47)	1	\$ (3,060.47)		\$	
A8	SSV 3RD ROW SEAT (3rd row seat included on NON-SSV model)	875	\$ 972.50		\$ -		\$	
A9	Fleet Convenience Package- Power Adj Pedals and reverse sensors	50F	\$ 393.95	1	\$ 393.95		\$	
A10	Running Boards (Req. with 102A)	186	\$ 433.80		\$ -		\$	
A11	Service Manual	HELM	\$ 224.56		\$ -		\$	
A12	All Weather floor mats	51R	\$ 77.27		\$ -		\$	
A13	REGULAR LENGTH EXPEDITION - 119" Wheel Base, 206" Length	U1G	\$ (2,435.40)		\$ -		\$	
A14	SSV PACKAGE FOR REGULAR LENGTH	102A	\$ (1,837.88)		\$ -		\$	
A14	Paint Color Option: Shadow Black (STD)	G1	\$ -		\$ -		\$	
A15	Paint Color Option: Bronze Fire (STD)	H7	\$ -		\$ -		\$	
A16	Paint Color Option: Green Gem (STD)	JW	\$ -		\$ -		\$	
A17	Paint Color Option: Magnello (STD)	J7	\$ -		\$ -		\$	
A18	Paint Color Option: Blue Jeans (STD)	N1	\$ -		\$ -		\$	
A19	Paint Color Option: Race Red (STD)	PQ	\$ -		\$ -		\$	
A20	Paint Color Option: Ingot Silver (STD)	UX	\$ -		\$ -		\$	
A21	Paint Color Option: Oxford White (STD)	Z1	\$ -	1	\$ -		\$	
A22	Paint Color Option: Ruby Red	RR	\$ 395.00		\$ -		\$	
<p style="font-size: 2em; opacity: 0.5; text-align: center;">Not for order use</p>				Total Qty for Each Base Vehicle plus Mileage & Options	1 ea	\$ 37,414.26	1 ea	#DIV/0!
				Column Totals for All Base Vehicle Plus Options	1	\$ 37,414.26	0	\$
Grand Total of all vehicles ordered on this spreadsheet: \$							37,414.26	
<p>Enter Other Information or Instructions in Yellow Block to the Right</p> <p>Note: Entities may not order anything other than what's stated above. Buyers must choose a color choice above - do not enter it here.</p>								
<p>Use this spreadsheet to configure your vehicle(s). You will need to use a separate column for each model type you are ordering. Use a separate spreadsheet for each model type ordered if it has different options. Only complete the Yellow cells in the spreadsheet with the Quantity for the base vehicle and each option you want to order. When you are done the actual order needs to be entered through the eVA PUNCHOUT Catalog. CLICK BELOW FOR PUNCH OUT ORDERING GUIDE</p>								

## Sheehy Ford - Municipal Sales & Service

641 Johnston Willis Drive - Richmond, VA 23236-3954

Phone: (804) 419-1364 - Fax: (804) 378-3685

### QUOTE

<p><b>Sold To:</b> Clarke County Sheriffs Office 100 North Church Street Berryville, VA 22611</p> <p><b>Contact:</b> Travis Sumption</p> <p><b>Phone:</b> (540) 955-5182 Ext. <b>Fax:</b> (540) 955-4111</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>R.O. No:</td><td></td></tr> <tr><td>Date:</td><td>11/02/16</td></tr> <tr><td>Quote #:</td><td>AAAQ9010</td></tr> <tr><td>P.O. Number:</td><td></td></tr> <tr><td>C/I Pay:</td><td>Customer</td></tr> <tr><td>Customer No:</td><td></td></tr> <tr><td>Rep:</td><td>Chet Smith</td></tr> </table>	R.O. No:		Date:	11/02/16	Quote #:	AAAQ9010	P.O. Number:		C/I Pay:	Customer	Customer No:		Rep:	Chet Smith
R.O. No:															
Date:	11/02/16														
Quote #:	AAAQ9010														
P.O. Number:															
C/I Pay:	Customer														
Customer No:															
Rep:	Chet Smith														
<p><b>Year:</b> 2017    <b>Make:</b> Ford    <b>Model:</b> Expedition    <b>V.I.N.:</b> TBA    <b>Stock No.:</b></p>															

QTY	Part Number	Product Description	Unit Price	Ext. Price	Shipping	Labor	Outside Contractor
		<b>UNMARKED UNIT, NO RADIO</b>			\$0.00	0.00	
1	R1	Federal Signal, Ignition Sense Solenoid Relay Kit	\$51.89	\$51.89	\$6.00	1.00	0.00
2	615506-6	8 Way Fuse Blocks, Required For Installation Of Emergency Equipment With One Fuse Block Hot All The Time And One Fuse Block Ignition Controlled	\$14.63	\$29.26	\$0.00	0.50	0.00
		<b>FRONT &amp; FRONT LIGHT SOLUTION</b>			\$0.00	0.00	
1	SA315P	Whelen 123db, 100 Watt Siren Speaker	\$236.40	\$236.40	\$0.00	1.00	0.00
1	SAK1	Whelen, Universal Speaker Bracket	\$28.80	\$28.80	\$0.00	0.00	0.00
1	UHF2150A	Whelen, Wig-Wags (Alternating) Headlight Light Flasher, (4) Flash Patterns (For (+) or (-) Switching)	\$52.16	\$52.16	\$2.00	2.50	0.00
1	BK0534EPD1SPB8	Push Bumper, Solina, for 2017 Ford Expedition.	\$279.23	\$279.23	\$77.90	2.00	0.00
1	HK0809EPD07	Wraps for Push Bumper on a 2017 Ford Expedition.	\$261.16	\$261.16	\$49.87	2.00	0.00
4	RSB03ZCR	Whelen "TIR3" Blue With Clear Lens", Horizontal Super LED With Black Flange, Surface Mount / Grill / Door / Pushbumper Lighthouse, Scan- Lock Flash Patterns Including Steady Burn And Synchronize Feature. MOUNTED ON PUSH BUMPER, 2 ON FRONT FLAT BAR AND ONE ON EACH OUTSIDE SURFACE, VERTICLE ORIENTATION AS HIGH AS POSSIBLE.	\$73.75	\$295.00	\$5.00	4.00	0.00
1	RBKT1	Whelen, (Sold In Pairs) Grill Brackets	\$18.00	\$18.00	\$5.00	0.00	0.00
1	IX08UFZ	Extra Low Profile Front Facing Super LED Inner Edge Interior Light Bar For Ford EXPEDITION, Driver & Passenger Section, Ten 3-LED Lamps, Upper Front Two Piece Unit, Individual Driver and Passenger Side Units, with Two LED Flashing/Take-Downs-ALL BLUE (Mounted Top Front Windshield)	\$777.00	\$777.00	\$0.00	2.00	0.00
		<b>CONSOLE &amp; INTERIOR</b>			\$0.00	0.00	
1	425-6177	Floor Plate, Jotlo, for 2016+ Ford Expedition, 28" Floor Plate Kit.	\$118.75	\$118.75	\$25.00	0.50	0.00
1	425-6232	Jotlo Desk, Law enforcement equipment console designed to mount 18 inches of radio and communications equipment in public safety vehicles. This console provides 9 inches of sloped and 9 inches of flat mounting surface for communications equipment cup holders or storage compartment. Sloped design allows consoles to be mounted from dash to between seats on our extruded aluminum	\$283.78	\$283.78	\$35.00	1.00	0.00

Continued on Next Page

Quote No: AAAQ9010

Page 1 of 3

1 of 3

QTY	Part Number	Product Description	Unit Price	Ext. Price	Shipping	Labor	Outside Contractor
1	295SLSA6	floor plate. Easy access top down installation uses simple hand tools and requires no drilling Whelen, Single Unit Siren, with 9-Switch Light Control and Standard Switching, With Timed Out Relay & 17 Scan-Lock Siren Tones	\$496.92	\$496.92	\$15.00	1.50	0.00
1	425-6096	4", Faceplate Whelen 295SLSA6 Controller	\$0.00	\$0.00	\$0.50	0.00	0.00
1	425-2968	2", Faceplate Three 12v Outlets	\$42.97	\$42.97	\$1.24	0.50	0.00
1	425-6117	3", Faceplate Motorola XLT2500 & APX6500	\$0.00	\$0.00	\$0.00	0.00	0.00
1	425-6036	4", Jollo, Dual Cup Holder Faceplate Mount	\$56.58	\$56.58	\$7.00	0.00	0.00
1	425-6036	Storage Compartment, Jollo Desk, with Adjustable Arm Rest.	\$88.66	\$88.66	\$27.01	0.50	0.00
		<b>SIDE &amp; REAR LIGHT SOLUTION</b>			\$0.00	0.00	
1	HG22PC72BB	Running Board Light, HG2, 2 piece, 72 inch, Blue LEDs	\$774.76	\$774.76	\$30.00	2.00	0.00
2	RSB03ZCR	Whelen "TIR3" Blue With Clear Lens", Horizontal Super LED With Black Flange, Surface Mount/ Grill / Door / Pushbumper Lighthouse, Scan- Lock Flash Patterns Including Steady Burn And Synchronize Feature. MOUNTED IN CARGO AREA REAR GLASS.	\$73.75	\$147.50	\$5.00	2.00	0.00
1	RBKT1	Whelen, (Sold In Pairs) Grill Brackets	\$18.00	\$18.00	\$5.00	0.00	0.00
1	D8BBBBO	Dominator 8 TIR3, Super-LED® Series 8 LAMP UNITS Blue/Blue, 30-1/16 Wide, SignalAlert 75, CometFlash® 75 SingleFlash 75, SingleFlash 160, SingleFlash 375, ActionFlash, ActionScan. MOUNTED TO CARGO AREA HEADLINER, FACING REAR.	\$496.95	\$496.95	\$0.00	2.00	0.00
1	DBKT5	Whelen, Dominator, Upper Rear Window Mounting Bracket Kit	\$18.73	\$18.73	\$0.00	0.00	0.00
1	VTX609B	Whelen, Vertex, "BLUE" (Sold In Pairs), Hide-A-Way Super-LED Lights, Single Self Contained Lighthoods With 26 Scan-Lock Flash Patterns & Steady Burn. MOUNTED IN CLEAR LENS OF BRAKE LIGHT ASSEMBLY.	\$183.10	\$183.10	\$0.00	2.00	0.00
1	VTX609R	Whelen, Vertex, "RED" (Sold In Pairs), Hide-A-Way Super-LED Lights, Single Self Contained Lighthoods With 26 Scan-Lock Flash Patterns & Steady Burn. MOUNTED IN RED LENS OF BRAKE LIGHT ASSEMBLY.	\$183.10	\$183.10	\$0.00	2.00	0.00
		<b>PRISONER TRANSPORT SOLUTION</b>			\$0.00	0.00	
1	TP-E-SL1-FS-F	Partition, Troy, Straight Flat Front Partition with Sliding Window, for 2017 Ford Expedition.	\$623.70	\$623.70	\$112.50	3.00	0.00
1	2-SAB-EXP07	Mounting Kit for Prisoner Partition in 2017 Ford Expedition, included with partition.	\$0.00	\$0.00	\$0.00	0.00	0.00
1	2-KB-PEXP07-F	Kick Panel, Flat, for Prisoner Partition in Ford Expedition.	\$94.50	\$94.50	\$15.60	0.00	0.00
1	TP-SSV07-R	Partition, Troy, Cargo Partition with diamond punch grate, for 2017 Ford Expedition.	\$415.80	\$415.80	\$112.50	2.50	0.00
		<b>CARGO STORAGE</b>			\$0.00	0.00	
1	CP-GB484012-PB	Troy Weapons Vault, Single Drawer with Push-Button Lock, 48"X40"X12".	\$1,595.00	\$1,595.00	\$230.00	2.00	0.00

Continued on Next Page

Quote No: AAAQ9010

Page 2 of 3

2 of 3

QTY	Part Number	Product Description	Unit Price	Ext. Price	Shipping	Labor	Outside Contractor		
<p><i>This Quote Expires 30 Days From Today.</i></p> <hr/> <p><i>Sincere &amp; Hospitable Employees Enthusiastically Helping You!</i></p>									
						Parts	\$7,667.60		
						Labor (Hours/Amt)	36.50	\$2,263.00	
						Sales Tax		\$0.47	
						Shipping		\$767.12	
						Outside Contract Work		\$0.00	
						Misc. Supplies		\$292.00	
			<b>Total</b>			<b>\$10,989.72</b>			

Quote No: AAAQ9010

Page 3 of 3

3 of 3

## Sheehy Ford - Municipal Sales & Service

641 Johnston Willis Drive - Richmond, VA 23236-3954

Phone: (804) 419-1364 - Fax: (804) 378-3685

### QUOTE

<b>Sold To:</b> Clarke County Fire & EMS	<b>R.O. No:</b>
	<b>Date:</b> 12/02/16
	<b>Quote #:</b> AAAQ9057
	<b>P.O. Number:</b>
<b>Contact:</b> Brian Lichty	<b>C/I Pay:</b> Customer
<b>Phone:</b> (540) 277-7993 <b>Ext.:</b>	<b>Customer No:</b>
<b>Fax:</b>	<b>Rep:</b> Chet Smith
<b>Year:</b> 2017 <b>Make:</b> Ford <b>Model:</b> Expedition <b>V.I.N.:</b> TBA <b>Stock No.:</b>	

QTY	Part Number	Product Description	Unit Price	Ext. Price	Shipping	Labor	Outside Contractor
		<b>UNMARKED UNIT, NO RADIO</b>			\$0.00	0.00	
1	R1	Federal Signal, Ignition Sense Solenoid Relay Kit	\$51.89	\$51.89	\$6.00	1.00	0.00
2	615506-6	6 Way Fuse Blocks, Required For Installation Of Emergency Equipment With One Fuse Block Hot All The Time And One Fuse Block Ignition Controlled	\$14.83	\$29.26	\$0.00	0.50	0.00
		<b>FRONT &amp; FRONT LIGHT SOLUTION</b>			\$0.00	0.00	
1	SA315P	Whelen 123db, 100 Watt Siren Speaker	\$236.40	\$236.40	\$0.00	1.00	0.00
1	SAK1	Whelen, Universal Speaker Bracket	\$28.80	\$28.80	\$0.00	0.00	0.00
1	UHF2150A	Whelen, Wig-Wags,(Alternating) Headlight Light Flasher, (4) Flash Patterns (For (+) or (-) Switching)	\$52.16	\$52.16	\$2.00	2.50	0.00
1	BK0534EPD1SPB8	Push Bumper, Setina, for 2017 Ford Expedition.	\$279.23	\$279.23	\$77.80	2.00	0.00
1	HK0809EPD07	Wraps for Push Bumper on a 2017 Ford Expedition.	\$261.16	\$261.16	\$49.87	2.00	0.00
4	RSB02ZCR	Whelen "TIR3" RED With Clear Lens",Horizontal Super LED With Black Flange, Surface Mount/ Grill / Door / Pushbumper Lighthouse, Scan- Lock Flash Patterns Including Steady Burn And Synchronize Feature. MOUNTED ON PUSH BUMPER, 2 ON FRONT FLAT BAR AND ONE ON EACH OUTSIDE SURFACE, VERTICLE ORIENTATION AS HIGH AS POSSIBLE.	\$73.75	\$295.00	\$5.00	4.00	0.00
1	RBKT1	Whelen. (Sold In Pairs) Grill Brackets	\$18.00	\$18.00	\$5.00	0.00	0.00
1	IX08UFZR	Extra Low Profile Front Facing Super LED Inner Edge Interior Light Bar For Ford EXPEDITION, Driver & Passenger Section, Ten 3-LED Lamps, Upper Front Two Piece Unit, Individual Driver and Passenger Side Units, with Two LED Flashing/Take-Downs-ALL RED (Mounted Top Front Windshield)	\$777.00	\$777.00	\$0.00	2.00	0.00
		<b>CONSOLE &amp; INTERIOR</b>			\$0.00	0.00	
1	425-6177	Floor Plate, Jotto, for 2016+ Ford Expedition, 28" Floor Plate Kit.	\$118.75	\$118.75	\$26.00	0.50	0.00
1	425-6232	Jotto Desk, Law enforcement equipment console designed to mount 18 inches of radio and communications equipment in public safety vehicles. This console provides 9 inches of sloped and 9 inches of flat mounting surface for communications equipment cup holders or storage compartment. Sloped design allows consoles to be mounted from dash to between seats on our extruded aluminum	\$283.78	\$283.78	\$35.00	1.00	0.00

Continued on Next Page

Quote No: AAAQ9057

Page 1 of 2

QTY	Part Number	Product Description	Unit Price	Ext. Price	Shipping	Labor	Outside Contractor
		floor plate. Easy access top down installation uses simple hand tools and requires no drilling					
1	295SLSA6	Whelen, Single Unit Siren, with 9-Switch Light Control and Standard Switching, With Timed Out Relay & 17 Scan-Lock Siren Tones	\$496.92	\$496.92	\$15.00	1.50	0.00
1	425-6096	4", Faceplate Whelen 295SLSA6 Controller	\$0.00	\$0.00	\$0.50	0.00	0.00
1	425-2968	2", Faceplate Three 12v Outlets	\$42.97	\$42.97	\$1.24	0.50	0.00
1	425-6117	3", Faceplate Motorola XLT2500 & APX6500	\$0.00	\$0.00	\$0.00	0.00	0.00
1	425-6038	4", Jotto, Dual Cup Holder Faceplate Mount	\$56.58	\$56.58	\$7.00	0.00	0.00
1	425-6036	Storage Compartment, Jotto Desk, with Adjustable Arm Rest.	\$88.56	\$88.56	\$27.01	0.50	0.00
		<b>SIDE &amp; REAR LIGHT SOLUTION</b>			\$0.00	0.00	
1	HG22PC72RR	Running Board Light, HG2, 2 piece, 72 inch, Blue LEDs	\$774.76	\$774.76	\$30.00	2.00	0.00
2	R3B02ZCR	Whelen "TIR3" RED With Clear Lens", Horizontal Super LED With Black Flange, Surface Mount/ Grill / Door / Pushbumper Lighthouse, Scan-Lock Flash Patterns Including Steady Burn And Synchronize Feature. MOUNTED IN CARGO AREA REAR GLASS.	\$73.75	\$147.50	\$5.00	2.00	0.00
1	RBKT1	Whelen, (Sold In Pairs) Grill Brackets	\$18.00	\$18.00	\$5.00	0.00	0.00
1	D8RRRRO	Dominator 8 TIR3, Super-LED® Series 8 LAMP UNITS RED/RED, 30-1/16 Wide, SignalAlert 75, CometFlash® 75 SingleFlash 75, SingleFlash 150, SingleFlash 375, ActionFlash, ActionScan. MOUNTED TO CARGO AREA HEADLINER, FACING REAR.	\$496.95	\$496.95	\$0.00	2.00	0.00
1	DBKT5	Whelen, Dominator, Upper Rear Window Mounting Bracket Kit	\$18.73	\$18.73	\$0.00	0.00	0.00
1	VTX609R	Whelen, Vertex, "RED" (Sold In Pairs), Hide-A-Way Super-LED Lights, Single Self Contained Lighthoods With 25 Scan-Lock Flash Patterns & Steady Burn. MOUNTED IN RED LENS OF BRAKE LIGHT ASSEMBLY.	\$183.10	\$183.10	\$0.00	2.00	0.00

*This Quote Expires 30 Days From Today.*

*Sincere & Hospitable Employees Enthusiastically Helping You!*

Parts	\$4,755.50
Labor (Hours/Amt)	27.00 \$1,674.00
Sales Tax	\$0.00
Shipping	\$296.52
Outside Contract Work	\$0.00
Misc. Supplies	\$216.00
<b>Total</b>	<b>\$6,942.02</b>

Quote No: **AAAQ9057**

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**FY 17 Budget Transfers**

4/11/2017

FROM	TO	AMOUNT	
<i>Professional Services</i>	<i>Barns of Rose Hill</i>	2,000	<i>Endowment</i>
<i>Minor Capital</i>	<i>Clerk of Circuit Court</i>	3,050	<i>Copier</i>
<i>Minor Capital</i>	<i>Commissioner</i>	600	<i>3 Chairs</i>
<i>Minor Capital</i>	<i>Commonwealth's Attorney</i>	350	<i>DVD Copier</i>
<i>Minor Capital</i>	<i>Registrar</i>	2,120	<i>4 Laptops</i>
<i>Professional Services</i>	<i>Historic Preservation Commission</i>	1,000	<i>Program to repair historic structures</i>



**Clarke County  
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VENDOR NAME	ACCOUNT DESC	FULL DESC	INVOICE DATE	AMOUNT
Amazon Acct	County Adm Materials &Supplies	Toner Cartridges	02/19/2017	282.48
Amazon Acct	EMS Materials & Supplies	OFFICE SUPPLIES, GENERAL	02/28/2017	29.99
Amazon Acct	Bldg Insp Materials & Supplies	Two Gas Detectors	02/14/2017	376.20
Amazon Acct	Inventory - Mtls & Supplies	OFFICE SUPPLIES, GENERAL	01/12/2017	95.99
Amazon Acct	Inventory - Mtls & Supplies	OFFICE SUPPLIES, GENERAL	01/30/2017	302.23
Amazon Acct	Inventory - Mtls & Supplies	OFFICE SUPPLIES, GENERAL	01/18/2017	112.86
Amazon Acct	Inventory - Mtls & Supplies	OFFICE SUPPLIES, GENERAL	01/03/2017	-2.99
Amazon Acct	Inventory - Mtls & Supplies	OFFICE SUPPLIES, GENERAL	01/12/2017	845.01
Amazon Acct	Inventory - Mtls & Supplies	OFFICE SUPPLIES, GENERAL	02/14/2017	989.36
Amazon Acct	Inventory - Mtls & Supplies	OFFICE SUPPLIES, GENERAL	01/18/2017	14.67
Amazon Acct	Inventory - Mtls & Supplies	HP 55x (CE255XD) Black High Yield	02/28/2017	331.37
Amazon Acct	Inventory - Mtls & Supplies	OFFICE SUPPLIES, GENERAL	01/12/2017	8.93
Amazon Acct	Inventory - Mtls & Supplies	OFFICE SUPPLIES, GENERAL	01/19/2017	44.88
Amazon Acct	Finance Central Purchasing	Central Store Order-Ricoh Cart	03/09/2017	119.74
Amazon Acct	Finance Materials & Supplies	Charger for Tom's Laptop	02/28/2017	8.72
<b>Amazon Acct Total</b>				<b>3,559.44</b>
Anderson Control	JGC Maintenanc Purchased Servi	rm Anderson Control install panic alarm system tra	03/04/2017	2,102.04
Anderson Control	Maintenanc Purchased Services	rm Anderson C 524 Westwood bad smoke decetor	03/04/2017	240.45
Anderson Control	Maintenanc Purchased Services	rm Anderson Control install panic alarm system tra	03/04/2017	1,250.50
<b>Anderson Control Total</b>				<b>3,592.99</b>
Angie Cooke	Programs Refunds	park refund	03/29/2017	250.00
<b>Angie Cooke Total</b>				<b>250.00</b>
Arnett, Betsy	HstPrvCom Board Member Fees	Attd @ HPC 3-15-17 mtg	03/17/2017	25.00
<b>Arnett, Betsy Total</b>				<b>25.00</b>
Association of Clerk	District C Dues Subscr & Memb	Registration for spring conference	03/16/2017	25.00
<b>Association of Clerk Total</b>				<b>25.00</b>
At&t	County Adm Telephone	Acct 287015712672 - Cell phones/govt/schools	02/23/2017	41.97
At&t	IT Telephone	Acct 287015712672 - Cell phones/govt/schools	02/23/2017	306.45
At&t	Registrar Telephone	Acct 287015712672 - Cell phones/govt/schools	02/23/2017	61.28
At&t	Comm Atty Telephone	Acct 287015712672 - Cell phones/govt/schools	02/23/2017	167.88
At&t	Sheriff Telephone	March Statement	03/01/2017	18.69
At&t	Sheriff Telephone	Acct 287015712672 - Cell phones/govt/schools	02/23/2017	1,021.38
At&t	Communicat Telephone	Acct 287015712672 - Cell phones/govt/schools	02/23/2017	172.42
At&t	EMS Telephone	Acct 287015712672 - Cell phones/govt/schools	02/23/2017	41.97
At&t	Bldg Insp Telephone	Acct 287015712672 - Cell phones/govt/schools	02/23/2017	179.33
At&t	AnimalCtrl Telephone	Acct 287015712672 - Cell phones/govt/schools	02/23/2017	14.00
At&t	Maintenanc Telephone	Acct 287015712672 - Cell phones/govt/schools	02/23/2017	62.97
At&t	Econ Dev Telephone	Acct 287015712672 - Cell phones/govt/schools	02/23/2017	41.97
<b>At&amp;t Total</b>				<b>2,130.31</b>
Atlantic Tactical	Sheriff Materials & Supplies	POLICE AND PRISON EQUIPMENT AN	03/22/2017	218.40
Atlantic Tactical	Sheriff Materials & Supplies	POLICE AND PRISON EQUIPMENT AN	03/22/2017	11,500.00
<b>Atlantic Tactical Total</b>				<b>11,718.40</b>
Attic Promotions	Programs Printing & Binding	Shirts Volleyball	03/02/2017	136.00
<b>Attic Promotions Total</b>				<b>136.00</b>
AZTEC Training Servi	Sheriff Travel - Sworn Staff	Training	03/20/2017	1,150.00
<b>AZTEC Training Servi Total</b>				<b>1,150.00</b>
Bank of Clarke	Treasurer Materials & Supplies	Deposit Slips - Treas. Office	02/22/2017	46.71
Bank of Clarke	Clk of CC Materials & Supplies	deposit slips	03/08/2017	58.15
<b>Bank of Clarke Total</b>				<b>104.86</b>
BB&T	IT Technology SW/OL Content	Apple/DRI/New Egg purchases	03/09/2017	414.98
BB&T	Sheriff Purchased Services	Statement	03/09/2017	45.00
BB&T	Sheriff Travel	Statement	03/09/2017	1,500.00
BB&T	Sheriff Travel - Sworn Staff	Credit Card Statement	03/09/2017	1,012.59
BB&T	Sheriff Mtls & Supplies Commun	Credit Card Statement	03/09/2017	401.09
BB&T	Sheriff Mtls & Supplies Commun	Statement	03/09/2017	15.78
BB&T	E-Ticket Mat'l and Supplies	Credit Card Statement	03/09/2017	184.20
BB&T	Sheriff Police Supplies	Credit Card Statement	03/09/2017	25.50
BB&T	Sheriff Office Supplies	Credit Card Statement	03/09/2017	166.10

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VENDOR NAME	ACCOUNT DESC	FULL DESC	INVOICE DATE	AMOUNT
BB&T	Sheriff Vehicle Repair Parts	Credit Card Statement	03/09/2017	62.62
BB&T	Sheriff Uniform Sworn Staff	Credit Card Statement	03/09/2017	157.68
BB&T	EMS Travel	Fire & EMS BB&T credit card invoice 3/9/17	03/09/2017	653.74
BB&T	AnimalCtrl Purchased Services	rm BBT Credit Card Chages for 2/9/17-3/8/17	03/09/2017	286.59
BB&T	Pool Materials & Supplies	supplies	03/01/2017	204.51
BB&T	Programs Materials & Supplies	supplies	03/01/2017	120.98
BB&T	JGC Maintenanc Materials & Sup	rm BBT Credit Card Chages for 2/9/17-3/8/17	03/09/2017	129.63
BB&T	JGC Maintenanc Cap Outla Replc	Apple/DRI/New Egg purchases	03/09/2017	420.15
BB&T	Maintenanc Materials & Supplie	rm BBT Credit Card Chages for 2/9/17-3/8/17	03/09/2017	49.48
BB&T	Maintenanc Materials & Supplie	rm BBT Credit Card Chages for 2/9/17-3/8/17	03/09/2017	127.13
BB&T	Finance Dues Subscr & Memb	Acct 1636 VAGP Membership/Legge	03/09/2017	35.00
BB&T	Sheriff Materials & Supplies	Statement	03/09/2017	80.99
BB&T	Sheriff Materials & Supplies	Credit Card Statement	03/09/2017	30.61
BB&T	Sheriff Materials & Supplies	Statement	03/09/2017	96.62
BB&T	Cnsrv Esmt Donation- Purch Svc	Services for CEA	03/17/2017	63.17
BB&T	Maintenanc Materials & Supplie	rm BBT Credit Card Chages for 2/9/17-3/8/17	03/09/2017	77.12
<b>BB&amp;T Total</b>				6,361.26
Bennett, Brenda	Finance Postal Svcs	postage/mileage	03/16/2017	9.55
Bennett, Brenda	Finance Local Mileage	postage/mileage	03/16/2017	8.56
<b>Bennett, Brenda Total</b>				18.11
Berryville Auto Part	Sheriff Purchased Services	Estimated Vehicle Repair for 1405	03/10/2017	75.00
Berryville Auto Part	Sheriff Office Supplies	Spark Plugs for Generator	03/11/2017	2.31
Berryville Auto Part	Sheriff Vehicle Repair Parts	Estimated Vehicle Repair for 1405	03/10/2017	43.51
Berryville Auto Part	Maintenanc Materials & Supplie	rm BAP Maint gas can	03/13/2017	18.61
Berryville Auto Part	Maintenanc Materials & Supplie	rm BAP Maint windshield washer fluid	03/13/2017	3.50
<b>Berryville Auto Part Total</b>				142.93
Berryville True Valu	Maintenanc Materials & Supplie	rm BH Maint fold up hex key for Dale	03/13/2017	7.49
Berryville True Valu	Maintenanc Materials & Supplie	rm BH Maint funnel	03/13/2017	3.79
Berryville True Valu	Maintenanc Materials & Supplie	rm BH Maint strap for Marks Truck	03/13/2017	24.99
Berryville True Valu	Programs Materials & Supplies	Key made	02/14/2017	4.00
<b>Berryville True Valu Total</b>				40.27
Blue Sky Towers	Sheriff Leases & Rentals	Tower, Transmitter, Antennae 03/01-04/01	03/01/2017	2,380.50
<b>Blue Sky Towers Total</b>				2,380.50
Bosserman, Barbara	Electoral Materials & Supplies	Costco Tote Reimburse	03/27/2017	7.36
Bosserman, Barbara	Registrar Travel	VEBA Mtg. Reg. Fee	03/06/2017	150.00
<b>Bosserman, Barbara Total</b>				157.36
Bouffault, Robina	Plan Com Board Member Fees	Attd @ PC brfing mtg 2-28-17	03/01/2017	50.00
<b>Bouffault, Robina Total</b>				50.00
Buckley, Randy	Plan Com Board Member Fees	Attd @ PC brfing mtg 2-28-17	03/01/2017	50.00
<b>Buckley, Randy Total</b>				50.00
BW Wilson Paper	Inventory - Mtls & Supplies	Customer 51015500 - copy paper/central store	03/07/2017	1,713.36
<b>BW Wilson Paper Total</b>				1,713.36
Caldwell, Anne	Plan Com Board Member Fees	Attd @ PC brfing mtg 2-28-17	03/01/2017	50.00
Caldwell, Anne	HstPrvCom Board Member Fees	Attd @ HPC 3-15-17 mtg	03/17/2017	25.00
<b>Caldwell, Anne Total</b>				75.00
Capelli, Len	Econ Dev Purchased Services	Econ Dev Director Feb 2017 Hours	02/23/2017	3,250.00
Capelli, Len	Econ Dev Purchased Services	Econ Dev Director 03-2017 Hours	03/26/2017	3,250.00
<b>Capelli, Len Total</b>				6,500.00
Cardillo, Robin Couc	Cnsrv Esmt Donation- Purch Svc	Services for CEA	03/08/2017	720.00
<b>Cardillo, Robin Couc Total</b>				720.00
Chatman, Stacey	Programs Purchased Services	contracted employee	03/15/2017	377.65
<b>Chatman, Stacey Total</b>				377.65
Chief Supply Corp	Sheriff Uniform Sworn Staff	Ankle Holster	03/01/2017	49.28
Chief Supply Corp	Sheriff Uniform Sworn Staff	Name Plates	03/20/2017	25.49
<b>Chief Supply Corp Total</b>				74.77
Clarke County Rurita	Programs Advertising	Advertising in Fair book	03/03/2017	50.00
<b>Clarke County Rurita Total</b>				50.00
Clarke County Treasu	New Park Shelter-Construction	Site Application	03/02/2017	625.00

**Clarke County  
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VENDOR NAME	ACCOUNT DESC	FULL DESC	INVOICE DATE	AMOUNT
<b>Clarke County Treasu Total</b>				625.00
Comcast	Telecommunications Online Tech	Government	03/27/2017	165.64
<b>Comcast Total</b>				165.64
Commercial Press	County Adm Printing & Binding	Hats	03/24/2017	477.77
Commercial Press	Com of Rev Materials & Supplie	Envelopes	01/27/2017	67.95
Commercial Press	Econ Dev Materials & Supplies	Business Cards Len Capelli	03/13/2017	39.95
<b>Commercial Press Total</b>				585.67
Consolidated Electri	JGC Maintenanc Purchased Servi	rm Consolidated 101 Chalmers replaced lights and p	03/07/2017	238.89
Consolidated Electri	JGC Maintenanc Purchased Servi	rm Consolidated 101 Chalmers LED flood light flag	03/13/2017	582.48
Consolidated Electri	Maintenanc Purchased Services	rm Consolidated 101 Chalmers replaced lights and p	03/07/2017	142.11
Consolidated Electri	Maintenanc Purchased Services	rm Consolidated 101 Chalmers LED flood light flag	03/13/2017	346.52
<b>Consolidated Electri Total</b>				1,310.00
Costco	Rec Center Merch for Resale	supplies	03/20/2017	149.88
Costco	Programs Materials & Supplies	supplies	03/20/2017	141.39
<b>Costco Total</b>				291.27
County of Frederick	RefuseDisp Intergov Svc Agreem	Refuse	03/03/2017	973.56
County of Frederick	RefuseDisp Intergov Svc Agreem	Refuse	03/03/2017	321.80
County of Frederick	RefuseDisp Intergov Svc Agreem	Refuse	02/21/2017	7,215.65
County of Frederick	RefuseDisp Intergov Svc Agreem	Refuse and container fee	03/20/2017	7,334.64
<b>County of Frederick Total</b>				15,845.65
Creative Print Solut	Programs Printing & Binding	Printing of the Core	03/03/2017	1,827.00
<b>Creative Print Solut Total</b>				1,827.00
CW Warthen	Clk of CC Materials & Supplies	casebinders	03/14/2017	741.50
<b>CW Warthen Total</b>				741.50
Daly Computers	JGC Maintenanc Materials & Sup	Acct 14506 ...EOC laptops and monitors	02/28/2017	444.55
Daly Computers	LEMPG Grant	Acct 14506 ...EOC laptops and monitors	02/28/2017	8,810.00
Daly Computers	Tk Improve Capital Outlay Repl	Acct 14506 ...EOC laptops and monitors	02/28/2017	2,815.00
Daly Computers	Maintenanc Materials & Supplie	Acct 14506 ...EOC laptops and monitors	02/28/2017	264.45
<b>Daly Computers Total</b>				12,334.00
Dehaven Berkeley	Sheriff Mtls & Supplies Commun	Cooler Rental	03/15/2017	9.00
Dehaven Berkeley	Sheriff Mtls & Supplies Commun	Water	03/03/2017	18.90
<b>Dehaven Berkeley Total</b>				27.90
DMV	Treasurer DMV Stop	Feb DMV Stops	02/28/2017	280.00
<b>DMV Total</b>				280.00
Downstream Project	Cnsrv Esmt Donation- Purch Svc	Domain Name Registration/Renewal	03/21/2017	25.00
<b>Downstream Project Total</b>				25.00
eCore Software Inc	EMS Purchased Services	One time setup fee	02/06/2017	50.00
eCore Software Inc	EMS Purchased Services	April Invoice Schedule system	03/24/2017	244.00
<b>eCore Software Inc Total</b>				294.00
ECore Software Inc.	EMS Purchased Services	Scheduling System Invoice 3/7/2017	03/07/2017	444.43
<b>ECore Software Inc. Total</b>				444.43
Election Systems	Electoral Maint Contracts	warranty	02/23/2017	62.50
<b>Election Systems Total</b>				62.50
Elevator Solutions	Maintenanc Purchased Services	rm Elevator S. 102 N. Elevator replace flex hose	03/09/2017	1,477.16
<b>Elevator Solutions Total</b>				1,477.16
Emmart Oil	Maintenanc Heating	rm Emmart 524 Westwood heating fuel	03/02/2017	194.92
<b>Emmart Oil Total</b>				194.92
Evident Inc	Sheriff Police Supplies	Evidence Supplies	03/03/2017	231.95
<b>Evident Inc Total</b>				231.95
Frederick-Winchester	Sanitation Intergov Svc Agreem	January 2017	02/27/2017	2,616.49
<b>Frederick-Winchester Total</b>				2,616.49
Galls/Best Uniforms	Sheriff Police Supplies	Uniforms / Police Supplies	03/07/2017	6.00
Galls/Best Uniforms	Sheriff Police Supplies	Uniform / Police Equipment	03/13/2017	32.50
Galls/Best Uniforms	Sheriff Police Supplies	Range Supplies	03/14/2017	161.94
Galls/Best Uniforms	Sheriff Uniform Sworn Staff	Uniforms / Police Supplies	03/07/2017	160.50
Galls/Best Uniforms	Sheriff Uniform Sworn Staff	boots	03/10/2017	170.79
Galls/Best Uniforms	Sheriff Uniform Sworn Staff	Uniform / Police Equipment	03/13/2017	284.71
Galls/Best Uniforms	Sheriff Uniform Sworn Staff	Uniforms	03/16/2017	6.00

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VENDOR NAME	ACCOUNT DESC	FULL DESC	INVOICE DATE	AMOUNT
Galls/Best Uniforms	Sheriff Uniform Sworn Staff	Uniforms	03/17/2017	348.41
Galls/Best Uniforms	Sheriff Uniform Sworn Staff	Uniforms	03/17/2017	138.44
<b>Galls/Best Uniforms Total</b>				1,309.29
Gardner, Shelly	Victim Witnes Matl & Supplies	Reimbursement for office supplies	03/07/2017	18.49
<b>Gardner, Shelly Total</b>				18.49
GCA	Maintenanc Custodial Contracts	rm GCA March 2017 Cleaning for County	03/01/2017	3,366.23
GCA	JGC Maintenanc Custodial Contr	rm GCA March 2017 Cleaning for County	03/01/2017	2,332.38
GCA	Maintenanc Custodial Contracts	rm GCA March 2017 Cleaning for County	03/01/2017	293.78
GCA	Maintenanc Custodial Contracts	rm GCA March 2017 Cleaning for County	03/01/2017	1,387.51
<b>GCA Total</b>				7,379.90
Golden Seal Enter	Sheriff Travel	Sheriff Roper Range Training	03/02/2017	150.00
<b>Golden Seal Enter Total</b>				150.00
Grainger Inc	Maintenanc Materials & Supplie	rm Graingers Maint lock lubbricant	03/10/2017	66.00
<b>Grainger Inc Total</b>				66.00
Gray, Ginger	Programs Purchased Services	contracted employee	03/15/2017	145.60
<b>Gray, Ginger Total</b>				145.60
Greatscapes	Maintenanc Purchased Services	rm Greatscapes County Complex 100-104 N fertilize	03/06/2017	225.00
<b>Greatscapes Total</b>				225.00
Grubb, Kristen	Programs Purchased Services	Contracted Employee	03/15/2017	145.60
<b>Grubb, Kristen Total</b>				145.60
Hall, Monahan	BoS Purchased Services	Comcst Renewal Matt Ames	03/07/2017	58.00
Hall, Monahan	Legal Svc Purchased Svcs	Legal General File February 2017	03/01/2017	577.50
Hall, Monahan	Plan Adm Purchased Services	Legal General File February 2017	03/01/2017	1,740.00
Hall, Monahan	Dev Rights Purchased Services	Legal Service for February 2017	03/03/2017	415.00
<b>Hall, Monahan Total</b>				2,790.50
Hon Company, The	Victim Witnes Matl & Supplies	Acct 119155-001 Victim Witness Furniture	03/02/2017	3,944.16
<b>Hon Company, The Total</b>				3,944.16
Hurt&Proffitt	Plan Admin Pass Thru Eng Fees	CC Solar site Plan Rev	03/24/2017	500.00
Hurt&Proffitt	Citizens Conv Ctr Eng & Archit	Convenience Center Review and	02/28/2017	1,440.15
Hurt&Proffitt	Citizens Conv Ctr Eng & Archit	Conv Center Spec Ret Wall	02/28/2017	246.40
<b>Hurt&amp;Proffitt Total</b>				2,186.55
Johnston, Jane	Programs Purchased Services	Contracted Employee	03/15/2017	550.55
<b>Johnston, Jane Total</b>				550.55
Kalbiam, Maral	HstPrvCom Purchased Services	Preservation Consulting Servic	03/07/2017	605.00
<b>Kalbiam, Maral Total</b>				605.00
KNS Technologies	Econ Dev Maint Svc Contracts	Website Maintenance (Tourism) December	12/07/2016	150.00
KNS Technologies	Econ Dev Maint Svc Contracts	Website Maintenance (Tourism) January	01/07/2017	150.00
KNS Technologies	Econ Dev Maint Svc Contracts	Website Maintenance (Tourism) February	02/07/2017	150.00
KNS Technologies	Econ Dev Maint Svc Contracts	Website Maintenance (Tourism) March	03/07/2017	150.00
<b>KNS Technologies Total</b>				600.00
Kruhm, Douglas	Plan Com Board Member Fees	Attd @ PC brfing mtg 2-28-17	03/01/2017	50.00
<b>Kruhm, Douglas Total</b>				50.00
Kustom Signals Inc	Sheriff Office Supplies	Batt Expanse Transceiver	03/07/2017	45.00
<b>Kustom Signals Inc Total</b>				45.00
Laura Schleef	Programs Refunds	Park Refund	03/09/2017	100.00
<b>Laura Schleef Total</b>				100.00
Lee, Frank	Plan Com Board Member Fees	Attd @ PC brfing mtg 2-28-17	03/01/2017	50.00
<b>Lee, Frank Total</b>				50.00
Logan Systems Inc	Clk of CC Maint Contracts	annual serv fee/contract for scanning/imaging	03/15/2017	10,700.00
Logan Systems Inc	Clk of CC Microfilming	computer indexing	03/15/2017	438.60
<b>Logan Systems Inc Total</b>				11,138.60
Lord Fairfax Commun	Lord FairfaxComm College Cont	FY 17 Qtr 2 Civic Contribution	02/27/2017	4,110.25
Lord Fairfax Commun	Lord FairfaxComm College Cont	FY 17 Qtr 3 Civic Contribution	02/27/2017	4,110.25
<b>Lord Fairfax Commun Total</b>				8,220.50
Malloy Ford	Maintenanc Materials & Supplie	Door Adjar lights stays on killing battery	02/22/2017	360.78
<b>Malloy Ford Total</b>				360.78
Malone, Gwendolyn	Plan Com Board Member Fees	Attd @ PC brfing mtg 2-28-17	03/01/2017	50.00
<b>Malone, Gwendolyn Total</b>				50.00

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VENDOR NAME	ACCOUNT DESC	FULL DESC	INVOICE DATE	AMOUNT
Mansfield Oil Co	Sheriff Vehicle Fuel	Fuel for 3/1-15/2017	03/20/2017	1,792.75
<b>Mansfield Oil Co Total</b>				1,792.75
Marconi, Gloria	Cnsrv Esmt Donation- Purch Svc	CEA services on winter newsletter	03/07/2017	450.00
<b>Marconi, Gloria Total</b>				450.00
Marple, Beth	Victim Witness Postal Svcs	reimburse postage	03/20/2017	6.65
<b>Marple, Beth Total</b>				6.65
Matsch Systems	IT Purchased Services	Net-Phacs Call Accounting Serv April 2017	03/01/2017	200.00
<b>Matsch Systems Total</b>				200.00
McFillen, Thomas W	BryDevAuth Board Member Fees	Attd @ BADA mtg 2-22-17	03/01/2017	25.00
<b>McFillen, Thomas W Total</b>				25.00
McIntosh, Anne	Equalize Purchased Services	2016 Meetings	01/03/2017	600.00
<b>McIntosh, Anne Total</b>				600.00
Montgomery, Christel	Programs Purchased Services	Contracted acct	03/29/2017	1,114.50
<b>Montgomery, Christel Total</b>				1,114.50
National Recreation	Parks Adm Dues Subscr & Memb	Dues	03/21/2017	600.00
<b>National Recreation Total</b>				600.00
Nelson, Clifford M	Plan Com Board Member Fees	Attd @ PC brfing mtg 2-28-17	03/01/2017	50.00
<b>Nelson, Clifford M Total</b>				50.00
NRADC	Regional Jail Joint Ops	FY 17 Fourth Quarter Operating Budget	03/03/2017	122,267.75
<b>NRADC Total</b>				122,267.75
Ohrstrom, George II	BryDevAuth Board Member Fees	Attd @ BAD 3-2-17 mtg	03/24/2017	25.00
<b>Ohrstrom, George II Total</b>				25.00
Olde Master Original	Sheriff Materials & Supplies	Retirement Gift	03/03/2017	147.50
<b>Olde Master Original Total</b>				147.50
Piedmont Geotechnica	Plan Admin Pass Thru Eng Fees	Resistivity Report 30-A-30	03/01/2017	235.00
Piedmont Geotechnica	Plan Admin Pass Thru Eng Fees	Resistivity rpt for 30A-A-93	03/01/2017	235.00
Piedmont Geotechnica	Plan Admin Pass Thru Eng Fees	Resistivity rpt 16-A-33	03/03/2017	235.00
Piedmont Geotechnica	Plan Admin Pass Thru Eng Fees	Review of Resistivity Report	03/07/2017	235.00
Piedmont Geotechnica	Plan Admin Pass Thru Eng Fees	ER Review	03/08/2017	235.00
<b>Piedmont Geotechnica Total</b>				1,175.00
Pitcock, Tracey	Programs Materials & Supplies	Dollar tree reimbursement	03/21/2017	3.18
<b>Pitcock, Tracey Total</b>				3.18
Pitney Bowes	IT Maint Contracts	Mailing Machine Lease-Govt Cen	03/01/2017	822.51
Pitney Bowes	District C Postal Svcs	Lease	03/01/2017	159.00
Pitney Bowes	J&D Court Postal Svcs	Leasing charges	03/01/2017	93.00
Pitney Bowes	Sheriff Postal Svcs	Postage Machine Rental	03/12/2017	90.46
<b>Pitney Bowes Total</b>				1,164.97
Power Pro-Tech	JGC Maintenanc Purchased Servi	rm Power Pro generator maintenance	02/28/2017	714.78
Power Pro-Tech	Maintenanc Purchased Services	rm Power Pro Park Generator Maintenance	02/28/2017	460.00
Power Pro-Tech	Maintenanc Purchased Services	rm Power Pro generator maintenance	02/28/2017	425.22
<b>Power Pro-Tech Total</b>				1,600.00
Premier Accounts Rec	EMS Purchased Services	Premier Accts Rec Mang Billing Invoice Feb 2017	03/03/2017	1,989.44
<b>Premier Accounts Rec Total</b>				1,989.44
Public Agency Traini	Sheriff Travel - Sworn Staff	Seminar ID 14871 / Moreland	03/14/2017	325.00
<b>Public Agency Traini Total</b>				325.00
Quarles Energy Servi	Maintenanc Heating	rm Quarles ACO heating fuel	03/06/2017	196.14
<b>Quarles Energy Servi Total</b>				196.14
Quill Corporation	J&D Court Materials & Supplies	Utility economy mat	03/09/2017	114.98
<b>Quill Corporation Total</b>				114.98
Rappahannock Electri	JGC Maintenanc Electric	rm REC 101 Chalmes Ct electric bill	03/07/2017	5,866.30
Rappahannock Electri	Maintenanc Electric	rm REC County electric bills for March 2017	03/07/2017	1,294.25
Rappahannock Electri	Maintenanc Electric	rm REC County electric bills for March 2017	03/07/2017	3,492.63
Rappahannock Electri	Maintenanc Electric	rm REC County electric bills for March 2017	03/07/2017	1,396.33
Rappahannock Electri	Maintenanc Electric	rm REC 225 Ramsburg ACO electric bill `	03/07/2017	514.54
Rappahannock Electri	Maintenanc Electric	rm REC County electric bills for March 2017	03/07/2017	152.75
Rappahannock Electri	Maintenanc Electric	rm REC County electric bills for March 2017	03/07/2017	2,755.77
Rappahannock Electri	Maintenanc Electric	rm REC County electric bills for March 2017	03/07/2017	199.79
Rappahannock Electri	Maintenanc Electric	rm REC County electric bills for March 2017	03/07/2017	84.09

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VENDOR NAME	ACCOUNT DESC	FULL DESC	INVOICE DATE	AMOUNT
Rappahannock Electri	Maintenanc Electric	rm REC County electric bills for March 2017	03/07/2017	45.35
Rappahannock Electri	Maintenanc Electric	rm REC County electric bills for March 2017	03/07/2017	35.72
Rappahannock Electri	Maintenanc Electric	rm REC County electric bills for March 2017	03/07/2017	927.97
Rappahannock Electri	Maintenanc Electric	rm REC County electric bills for March 2017	03/07/2017	260.25
<b>Rappahannock Electri Total</b>				17,025.74
Republic Services	LitterCtrl Purchased Services	Acct 3-0976-4784245 Litter/Recycle JWMS/CCHS	01/31/2017	784.07
Republic Services	LitterCtrl Purchased Services	Acct 3-0976-0015268 JGC-litter dumpster	02/26/2017	107.50
Republic Services	LitterCtrl Purchased Services	Acct 3-0976-4784245 Litter/Recycle JWMS/CCHS	02/28/2017	150.00
Republic Services	Maintenanc Maint Contracts	Acct 3-0976-0015268 Waste Dumpster-Government	01/26/2017	879.78
Republic Services	Maintenanc Maint Contracts	Acct 3-0976-0015268 Waste Dumpster-Govt.	02/26/2017	879.78
<b>Republic Services Total</b>				2,801.13
Rhodes, Clesta	Comm Atty Postal Svcs	Reimburse postage to CLR	02/24/2017	14.40
<b>Rhodes, Clesta Total</b>				14.40
Ricoh Usa	J&D Court Maint Contracts	Contract 2231815 Copier JDR court	03/18/2017	132.62
Ricoh Usa	Comm Atty Maint Contracts	Contract 3004805 Comm Atty Copier MP2852SP, SN:C	03/17/2017	95.85
Ricoh Usa	Parks Adm Maint Contracts	Contract 2231850 Copier Parks/Rec	03/19/2017	53.61
<b>Ricoh Usa Total</b>				282.08
Riddleberger Bros	JGC Maintenanc Purchased Servi	rm RBI 101 Chalmers chiller blows fuses	03/09/2017	1,771.78
Riddleberger Bros	Maintenanc Purchased Services	rm RBI 101 Chalmers chiller blows fuses	03/09/2017	1,054.03
<b>Riddleberger Bros Total</b>				2,825.81
Rose, Janine	Sheriff Travel - Sworn Staff	Mileage for Forfeited Asset Class in Richmond	03/10/2017	164.78
Rose, Janine	Sheriff Travel - Sworn Staff	Airfare to APCO Conference	03/27/2017	504.42
<b>Rose, Janine Total</b>				669.20
Schenck Foods Compan	Programs Materials & Supplies	Food for Afterschool	02/28/2017	100.90
Schenck Foods Compan	Programs Materials & Supplies	food	03/21/2017	244.79
<b>Schenck Foods Compan Total</b>				345.69
Secure Shred	District C Purchased Services	Shredding services 2/24/17	03/01/2017	249.00
Secure Shred	Sheriff Purchased Services	Monthly Shredding	03/01/2017	25.00
<b>Secure Shred Total</b>				274.00
Shentel	Telecommunications Online Tech	Government Shentel Dark Fiber	03/01/2017	690.00
Shentel	IT Leases & Rentals	Government Shentel Dark Fiber	03/01/2017	1,980.00
<b>Shentel Total</b>				2,670.00
Shred-It	Com of Rev Purchased Services	Jan/Feb/Mar	02/22/2017	70.77
Shred-It	Treasurer Purchased Services	October payment missed and Current charges	02/22/2017	47.18
<b>Shred-It Total</b>				117.95
Smart, Kathy	BryDevAuth Board Member Fees	Attd @ BADA mtg 2-22-17	03/01/2017	25.00
Smart, Kathy	BryDevAuth Board Member Fees	Attd @ BADA 3-22-17 mtg	03/24/2017	25.00
<b>Smart, Kathy Total</b>				50.00
Stieg, Bob	HstPrvCom Board Member Fees	Attd @ HPC 3-15-17 mtg	03/17/2017	25.00
<b>Stieg, Bob Total</b>				25.00
Supply Room, The	District C Materials & Supplie	Wipes/Spray	03/09/2017	11.63
<b>Supply Room, The Total</b>				11.63
T3 Corporation	JGC Maintenanc Cap Outla Replc	Rep Pujals/Govt IT equipment	02/15/2017	3,701.26
T3 Corporation	Maintenanc Captal Outlay Repla	Rep Pujals/Govt IT equipment	02/15/2017	1,823.01
<b>T3 Corporation Total</b>				5,524.27
Treasurer Of Virgini	Sheriff Purchased Services	Calibration Fees	03/14/2017	17.21
Treasurer Of Virgini	Plan Adm Dues Subscr & Memb	Notary Public renewal D. Bean	03/17/2017	45.00
<b>Treasurer Of Virgini Total</b>				62.21
Turkel, Jon	Plan Com Board Member Fees	Attd @ PC brfing mtg 2-28-17	03/01/2017	50.00
<b>Turkel, Jon Total</b>				50.00
Tyler Technologies	ERP Sys Purchased Services	ERP Implementation Costs C. Duncan Feb 13-15	02/25/2017	2,152.25
Tyler Technologies	ERP Sys Purchased Services	ERP Implementation Application services 03/01-05/3	03/01/2017	434.00
<b>Tyler Technologies Total</b>				2,586.25
University Of Virgin	Treasurer Travel	TAV Spring District Meeting	03/17/2017	160.00
<b>University Of Virgin Total</b>				160.00
USDA Rural Develop	RDA JGC Principal	March 2017 Debt Svc Pymt - Joint Gov Center	03/16/2017	7,956.20
USDA Rural Develop	RDA JGC Interest	March 2017 Debt Svc Pymt - Joint Gov Center	03/16/2017	13,018.80
<b>USDA Rural Develop Total</b>				20,975.00

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			INVOICE	
VENDOR NAME	ACCOUNT DESC	FULL DESC	DATE	AMOUNT
VAAO	Com of Rev Dues Subscr & Memb	Donna Peake/Page Smoot/Sue Braithwaite	01/06/2017	90.00
<b>VAAO Total</b>				90.00
Valley Doors Unlimit	JGC Maintenanc Purchased Servi	rm Valley Doors 101 Chalmers replace hinges on doo	03/20/2017	693.46
Valley Doors Unlimit	Maintenanc Purchased Services	rm Valley Doors 101 Chalmers replace hinges on doo	03/20/2017	412.54
<b>Valley Doors Unlimit Total</b>				1,106.00
Valley Health	EMS Materials & Supplies	WMC Supply Invoice Feb 2017	03/07/2017	1,756.86
<b>Valley Health Total</b>				1,756.86
Verizon	County Adm Telephone	Phone bill	02/26/2017	12.00
Verizon	Com of Rev Telephone	Phone bill	02/26/2017	8.00
Verizon	Treasurer Telephone	Phone bill	02/26/2017	4.00
Verizon	IT Telephone	Phone bill	02/26/2017	196.29
Verizon	Registrar Telephone	Phone bill	02/26/2017	4.00
Verizon	District C Telephone	Phone bill	02/26/2017	48.57
Verizon	J&D Court Telephone	Phone bill	02/26/2017	47.43
Verizon	Clk of CC Telephone	Phone bill	02/26/2017	76.92
Verizon	Comm Atty Telephone	Phone bill	02/26/2017	16.00
Verizon	Sheriff Telephone	Central Alarm	03/01/2017	997.70
Verizon	Sheriff Telephone	Acct 000012245193 38Y 3/1/2017 Statement	03/01/2017	1,002.04
Verizon	Sheriff Telephone	Account 000138953258 95Y March 1, 2017 Statement	03/01/2017	1.74
Verizon	Sheriff Telephone	Phone bill	02/26/2017	245.02
Verizon	Sheriff Telephone	Verizon Radio Tower	03/01/2017	42.10
Verizon	EMS Telephone	Phone bill	02/26/2017	45.01
Verizon	Probation Telephone	Phone bill	02/26/2017	4.00
Verizon	Bldg Insp Telephone	Phone bill	02/26/2017	8.00
Verizon	AnimalCtrl Telephone	Phone bill	02/26/2017	36.57
Verizon	Maintenanc Telephone	Phone bill	02/26/2017	36.57
Verizon	Parks Adm Telephone	Phone bill	02/26/2017	63.14
Verizon	Plan Adm Telephone	Phone bill	02/26/2017	20.00
Verizon	Coop Ext Telephone	Phone bill	02/26/2017	4.00
Verizon	Finance Telephone	Phone bill	02/26/2017	105.28
<b>Verizon Total</b>				3,024.38
Virginia Tech	Coop Ext VPI Agent	FY 2017 2nd Quarter Billing Salary	01/05/2017	9,709.24
<b>Virginia Tech Total</b>				9,709.24
VITA	BoS Telephone	January 2017	02/28/2017	2.98
VITA	County Adm Telephone	January 2017	02/28/2017	2.38
VITA	Com of Rev Telephone	January 2017	02/28/2017	3.36
VITA	Treasurer Telephone	January 2017	02/28/2017	2.64
VITA	IT Telephone	January 2017	02/28/2017	698.55
VITA	Registrar Telephone	January 2017	02/28/2017	2.06
VITA	District C Telephone	January 2017	02/28/2017	108.20
VITA	J&D Court Telephone	January 2017	02/28/2017	3.02
VITA	Clk of CC Telephone	January 2017	02/28/2017	2.75
VITA	Comm Atty Telephone	January 2017	02/28/2017	11.63
VITA	Sheriff Telephone	January 2017	02/28/2017	821.34
VITA	EMS Telephone	January 2017	02/28/2017	0.37
VITA	Probation Telephone	January 2017	02/28/2017	0.02
VITA	Bldg Insp Telephone	January 2017	02/28/2017	6.33
VITA	AnimalCtrl Telephone	January 2017	02/28/2017	0.35
VITA	Maintenanc Telephone	January 2017	02/28/2017	3.29
VITA	Parks Adm Telephone	January 2017	02/28/2017	14.52
VITA	Plan Adm Telephone	January 2017	02/28/2017	6.80
VITA	Coop Ext Telephone	January 2017	02/28/2017	6.42
VITA	Finance Telephone	January 2017	02/28/2017	2.00
VITA	Maintenanc Telephone	January 2017	02/28/2017	318.45
<b>VITA Total</b>				2,017.46
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	03/01/2017	425.00
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	03/02/2017	175.38
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	03/03/2017	692.00

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VENDOR NAME	ACCOUNT DESC	FULL DESC	INVOICE DATE	AMOUNT
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	03/06/2017	251.75
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	03/07/2017	62.62
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	03/08/2017	560.00
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	03/09/2017	14.00
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	03/10/2017	270.04
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	03/13/2017	153.49
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	03/15/2017	251.55
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	03/17/2017	90.83
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	03/20/2017	119.62
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	03/21/2017	93.31
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	03/22/2017	26.49
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	03/23/2017	117.07
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	03/24/2017	400.00
Wage Works	Finance Flex Reimbursement Py	Daily Flex Settlement	03/27/2017	734.31
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	03/28/2017	323.00
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	03/29/2017	3.60
Wage Works	Finance Flex Reimbursement Py	daily flex settlement	03/30/2017	324.18
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	03/31/2017	4.38
<b>Wage Works Total</b>				<b>5,092.62</b>
Walmart	Parks Adm Materials & Supplies	supplies acct 6032-2020-0056-0731	03/01/2017	25.94
Walmart	Rec Center Materials & Supplie	supplies acct 6032-2020-0056-0731	03/01/2017	25.50
Walmart	Rec Center Merch for Resale	supplies acct 6032-2020-0056-0731	03/01/2017	203.45
Walmart	Programs Materials & Supplies	supplies acct 6032-2020-0056-0731	03/01/2017	116.83
<b>Walmart Total</b>				<b>371.72</b>
Washington Gas	JGC Maintenanc Heating	101 Chalmers 02/14-03/15	03/17/2017	46.48
Washington Gas	Maintenanc Heating	100 N Church 02/14-03/15	03/17/2017	156.33
Washington Gas	Maintenanc Heating	104 N Church St 02/14-03/15	03/17/2017	549.18
Washington Gas	Maintenanc Heating	225 Al Smith 02/15-03/16	03/20/2017	534.00
Washington Gas	Maintenanc Heating	101 Chalmers 02/14-03/15	03/17/2017	27.65
<b>Washington Gas Total</b>				<b>1,313.64</b>
Winchester Fire Spri	Maintenanc Purchased Services	rm WSprinkler 104 N. repack OS&Y Valve	03/10/2017	180.00
<b>Winchester Fire Spri Total</b>				<b>180.00</b>
Winchester Star	Programs Advertising	Summer Employment Ad	02/22/2017	417.00
<b>Winchester Star Total</b>				<b>417.00</b>
York, Robin	HstPrvCom Board Member Fees	Attd @ HPC 3-15-17 mtg	03/17/2017	25.00
<b>York, Robin Total</b>				<b>25.00</b>
<b>Grand Total</b>				<b>336,336.95</b>



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	<b>Appropriations Resolution: Total</b>	<b>45,436,058</b>	<b>9,722,387</b>	<b>1,546,124</b>	<b>1,097,426</b>	<b>22,137,428</b>	<b>838,400</b>	<b>955,162</b>	<b>4,412,000</b>	<b>251,700</b>	<b>3,815,812</b>	<b>592,619</b>	<b>30,000</b>	<b>20,000</b>	<b>17,000</b>
	<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		15,000					-7,500							
3/21/2017	Historic Resources Grant: book		9,500												
	<b>Revised Appropriation</b>	<b>47,330,949</b>	<b>9,794,033</b>	<b>1,546,124</b>	<b>1,097,426</b>	<b>22,137,428</b>	<b>838,400</b>	<b>1,198,670</b>	<b>5,290,708</b>	<b>251,700</b>	<b>3,815,812</b>	<b>592,619</b>	<b>731,029</b>	<b>20,000</b>	<b>17,000</b>
	<b>Change to Appropriation</b>	<b>1,894,891</b>	<b>71,646</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>243,508</b>	<b>878,708</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>701,029</b>	<b>0</b>	<b>0</b>
	<b>Original Revenue Estimate</b>	<b>15,701,573</b>	<b>3,091,611</b>	<b>1,023,207</b>	<b>550,456</b>	<b>9,822,991</b>	<b>838,400</b>	<b>0</b>	<b>154,000</b>	<b>0</b>	<b>178,908</b>	<b>2,000</b>	<b>20,000</b>	<b>20,000</b>	<b>0</b>
	<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												
	<b>Revised Revenue Estimate</b>	<b>16,584,446</b>	<b>3,122,627</b>	<b>1,023,207</b>	<b>550,456</b>	<b>9,822,991</b>	<b>838,400</b>	<b>206,059</b>	<b>154,000</b>	<b>0</b>	<b>178,908</b>	<b>2,000</b>	<b>665,798</b>	<b>20,000</b>	<b>0</b>
	<b>Change to Revenue Estimate</b>	<b>882,873</b>	<b>31,016</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>206,059</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>645,798</b>	<b>0</b>	<b>0</b>
	<b>Original Local Tax Funding</b>	<b>29,734,485</b>	<b>6,630,776</b>	<b>522,917</b>	<b>546,970</b>	<b>12,314,437</b>	<b>0</b>	<b>955,162</b>	<b>4,258,000</b>	<b>251,700</b>	<b>3,636,904</b>	<b>590,619</b>	<b>10,000</b>	<b>0</b>	<b>17,000</b>
	<b>Revised Local Tax Funding</b>	<b>30,746,503</b>	<b>6,671,406</b>	<b>522,917</b>	<b>546,970</b>	<b>12,314,437</b>	<b>0</b>	<b>992,611</b>	<b>5,136,708</b>	<b>251,700</b>	<b>3,636,904</b>	<b>590,619</b>	<b>65,231</b>	<b>0</b>	<b>17,000</b>
	<b>Change to Local Tax Funding</b>	<b>1,012,018</b>	<b>40,630</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>37,449</b>	<b>878,708</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>55,231</b>	<b>0</b>	<b>0</b>

*Italics = Proposed actions*

Title: General Fund Balance FY 17

03/24/17

Source: Clarke County Joint Administrative Services

<u>Prior Titles</u>	<u>Prior</u>	<u>Current</u>
General Fund Balance Year End FY 15/16	13,598,905	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)
Emergency Vehicles	(30,000)	(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	(12,646,615)	(12,646,615)
FY 17 Supplemental Expenditure	(1,894,891)	(1,894,891)
FY 17 Supplemental Revenue	882,873	882,873
Undesignated	<b>270,000</b>	<b>270,000</b>

\*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 &amp; EMS Protective Equipment</i>	22,080
<i>Total</i>	<b>78,079</b>
<i>Conservation Easement Usage:</i>	<b>\$55,231</b>

**Clarke County  
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FUNCTION	ORG	OBJ	PROJECT	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	10,600.00	1,200.00	3,450.00	-250.00	101.80
11010	10000010	2100		BoS FICA	907	960	744.50	83.85	231.14	-15.64	101.60
11010	10000010	2300		BoS Health Ins	14,169	14,116	9,827.93	1,176.06	4,646.66	-358.59	102.50
11010	10000010	3000		BoS Purchased Services	5,000	5,000	958.00	58.00	0.00	4,042.00	19.20
11010	10000010	3600		BoS Advertising	5,600	5,600	3,446.30	0.00	2,201.65	-47.95	100.90
11010	10000010	5210		BoS Postal Services	300	300	381.98	0.00	0.00	-81.98	127.30
11010	10000010	5230		BoS Telephone	0	0	18.62	2.98	0.00	-18.62	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	0.00	0.00	1,975.08	10.20
11010	10000010	5810		BoS Dues, Subscrip & Member	5,500	5,500	5,181.04	0.00	0.00	318.96	94.20
11010	10000010	6000		BoS Materials & Supplies	500	500	1,496.89	0.00	0.00	-996.89	299.40
<b>11010 Total</b>	<b>Board of Supervisors</b>				<b>60,176</b>	<b>60,176</b>	<b>42,525.15</b>	<b>2,520.89</b>	<b>10,529.45</b>	<b>7,121.40</b>	<b>88.17</b>
12110	10000020	1100		County Adm Salaries	232,439	232,439	174,975.39	19,441.71	58,325.13	-861.52	100.40
12110	10000020	2100		County Adm FICA	15,788	16,006	11,752.08	1,432.17	4,463.02	-209.10	101.30
12110	10000020	2210		County Adm VRS Plans 1&2	19,730	19,808	14,855.40	1,650.60	5,235.85	-283.25	101.40
12110	10000020	2300		County Adm Health Ins	26,648	26,340	19,013.49	2,112.61	6,646.97	679.54	97.40
12110	10000020	2400		County Adm Life Insurance	3,045	3,057	2,292.21	254.69	807.86	-43.07	101.40
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	0.00	271.91	-49.81	103.80
12110	10000020	3500		County Adm Printing & Binding	1,000	1,000	477.77	477.77	0.00	522.23	47.80
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	462.17	56.35	211.55	326.28	67.40
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	0.00	0.00	1,295.00	13.70
12110	10000020	6000		County Adm Materials & Supplies	1,000	1,000	2,034.20	282.48	0.00	-1,034.20	203.40
12110	10000020	6008		County Adm Vehicle Fuel	1,000	1,000	381.49	0.00	0.00	618.51	38.10
<b>12110 Total</b>	<b>County Administrator</b>				<b>306,335</b>	<b>306,335</b>	<b>228,945.31</b>	<b>25,708.38</b>	<b>75,962.29</b>	<b>1,427.40</b>	<b>99.53</b>
12210	10000030	3000		Legal Svc Purchased Svcs	35,000	35,000	31,647.95	577.50	0.00	3,352.05	90.40
<b>12210 Total</b>	<b>Legal Services</b>				<b>35,000</b>	<b>35,000</b>	<b>31,647.95</b>	<b>577.50</b>	<b>0.00</b>	<b>3,352.05</b>	<b>90.42</b>
12310	10000040	1100		Com of Rev Salaries	148,796	148,796	110,605.86	12,289.54	36,868.62	1,321.52	99.10
12310	10000040	2100		Com of Rev FICA	10,340	10,340	7,733.41	860.45	2,556.23	50.36	99.50
12310	10000040	2210		Com of Rev VRS Plans 1&2	12,632	12,543	9,390.42	1,043.38	3,184.62	-32.04	100.30
12310	10000040	2300		Com of Rev Health Ins	22,367	22,456	16,841.61	1,871.29	5,697.63	-83.24	100.40
12310	10000040	2400		Com of Rev Life Insurance	1,950	1,950	1,448.91	160.99	491.37	9.72	99.50
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	427.26	70.77	0.00	-27.26	106.80
12310	10000040	3320		Com of Rev Maint Contracts	400	400	162.62	0.00	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	0.00	0.00	618.05	71.90
12310	10000040	5230		Com of Rev Telephone	200	200	89.46	11.36	0.00	110.54	44.70
12310	10000040	5500		Com of Rev Travel	1,500	1,500	1,985.99	0.00	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	742.50	90.00	0.00	257.50	74.30
12310	10000040	6000		Com of Rev Materials & Supplie	1,100	1,100	779.53	399.95	0.00	320.47	70.90
12310	10000040	8200		Com of Rev Capital Outlay Adds	0	600	0.00	0.00	363.03	236.97	60.50
<b>12310 Total</b>	<b>Commissioner of Revenue</b>				<b>205,850</b>	<b>206,450</b>	<b>152,088.13</b>	<b>16,797.73</b>	<b>49,541.62</b>	<b>4,820.25</b>	<b>97.67</b>
12320	10000050	3320		Assessor Maint Contracts	3,500	3,500	3,500.00	0.00	0.00	0.00	100.00
<b>12320 Total</b>	<b>Assessor</b>				<b>3,500</b>	<b>3,500</b>	<b>3,500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
12330	10000060	3000		Equalize Purchased Services	0	0	3,800.00	600.00	0.00	-3,800.00	100.00
<b>12330 Total</b>	<b>Equalization Board</b>				<b>0</b>	<b>0</b>	<b>3,800.00</b>	<b>600.00</b>	<b>0.00</b>	<b>-3,800.00</b>	<b>100.00</b>
12410	10000070	1100		Treasurer Salaries	180,638	180,638	134,514.81	14,946.09	44,838.27	1,284.92	99.30
12410	10000070	2100		Treasurer FICA	13,569	13,719	10,153.04	1,128.10	3,482.43	83.53	99.40
12410	10000070	2210		Treasurer VRS Plans 1&2	15,336	12,549	9,330.75	1,036.75	3,129.37	88.88	99.30
12410	10000070	2220		Treasurer VRS Hybrid	0	2,787	2,089.63	259.53	738.48	-41.11	101.50
12410	10000070	2300		Treasurer Health Ins	20,745	20,745	10,584.54	1,176.06	3,548.88	6,611.58	68.10
12410	10000070	2400		Treasurer Life Insurance	2,366	2,022	1,762.20	195.80	552.44	-292.64	114.50
12410	10000070	2510		Treasurer Disab Ins - Hybrid	0	194	145.26	16.14	48.45	0.29	99.90
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	188.72	47.18	0.00	111.28	62.90
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	2,540.00	280.00	0.00	-1,740.00	317.50
12410	10000070	3320		Treasurer Maint Contracts	200	200	162.62	0.00	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	0.00	0.00	10,652.26	48.00
12410	10000070	5230		Treasurer Telephone	1,600	1,600	999.66	6.64	0.00	600.34	62.50
12410	10000070	5500		Treasurer Travel	1,500	1,500	547.72	160.00	0.00	952.28	36.50
12410	10000070	5510		Treasurer Local Mileage	200	200	147.96	0.00	0.00	52.04	74.00

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FUNCTION	ORG	OBJ	PROJECT	ACCOUNT DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	% USED
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	2,338.84	102.71	0.00	2,661.16	46.80
<b>12410 Total</b>	<b>Treasurer</b>				<b>275,354</b>	<b>275,354</b>	<b>196,780.34</b>	<b>19,355.00</b>	<b>56,718.43</b>	<b>21,855.23</b>	<b>92.06</b>
12510	10000080	1100		IT Salaries	133,844	133,844	103,502.18	11,778.02	35,334.06	-4,992.24	103.70
12510	10000080	2100		IT FICA	10,034	10,577	7,910.34	901.11	2,691.05	-24.39	100.20
12510	10000080	2210		IT VRS Plans 1&2	11,364	10,821	5,179.05	575.45	1,750.77	3,891.18	64.00
12510	10000080	2220		IT VRS Hybrid	0	0	3,396.00	474.50	1,350.55	-4,746.55	100.00
12510	10000080	2300		IT Health Ins	13,708	14,113	10,584.54	1,176.06	3,555.98	-27.52	100.20
12510	10000080	2400		IT Life Insurance	1,753	1,348	1,323.11	154.29	466.94	-442.05	132.80
12510	10000080	2510		IT Disab Ins - Hybrid	0	0	236.00	29.50	88.61	-324.61	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	3,611.79	200.00	450.00	-61.79	101.50
12510	10000080	3320		IT Maint Contracts	68,162	68,162	46,845.39	822.51	2,221.67	19,094.94	72.00
12510	10000080	5210		IT Postal Svcs	25	25	2.46	0.00	0.00	22.54	9.80
12510	10000080	5230		IT Telephone	35,000	35,000	17,062.20	1,201.29	8,938.68	8,999.12	74.30
12510	10000080	5240		Telecommunications Online Tech	0	0	4,916.84	855.64	6,394.20	-11,311.04	100.00
12510	10000080	5400		IT Leases & Rentals	0	0	13,860.00	1,980.00	4,932.00	-18,792.00	100.00
12510	10000080	5500		IT Travel	300	300	0.00	0.00	0.00	300.00	0.00
12510	10000080	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	6,802.98	414.98	718.40	-521.38	107.40
12510	10000080	8200		IT Capital Outlay Adds	7,000	7,000	5,889.23	0.00	0.00	1,110.77	84.10
<b>12510 Total</b>	<b>Data Processing/IT</b>				<b>294,840</b>	<b>294,840</b>	<b>232,019.81</b>	<b>20,563.35</b>	<b>68,892.91</b>	<b>-6,072.72</b>	<b>102.06</b>
13100	10000090	1300		Electoral Part Time Salaries	6,319	6,319	4,212.00	0.00	2,106.00	1.00	100.00
13100	10000090	2100		Electoral FICA	484	484	322.20	0.00	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	4,562.50	62.50	0.00	-62.50	101.40
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	0.00	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	2,073.14	7.36	0.00	-403.14	124.10
<b>13100 Total</b>	<b>Electoral Board and Officials</b>				<b>40,980</b>	<b>40,980</b>	<b>25,280.27</b>	<b>69.86</b>	<b>2,267.13</b>	<b>13,432.60</b>	<b>67.22</b>
13200	10000100	1100		Registrar Salaries	49,637	49,637	38,468.97	4,274.33	12,822.99	-1,654.96	103.30
13200	10000100	1300		Registrar Part Time Salaries	8,840	8,840	7,081.20	543.08	0.00	1,758.80	80.10
13200	10000100	2100		Registrar FICA	4,294	4,294	3,509.15	371.26	981.01	-196.16	104.60
13200	10000100	2210		Registrar VRS Plans 1&2	4,372	4,372	3,266.01	362.89	1,112.90	-6.91	100.20
13200	10000100	2400		Registrar Life Insurance	675	675	503.91	55.99	171.74	-0.65	100.10
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	0.00	31.61	43.06	78.50
13200	10000100	5210		Registrar Postal Svcs	750	750	1,052.74	0.00	0.00	-302.74	140.40
13200	10000100	5230		Registrar Telephone	1,000	1,000	550.37	67.34	169.00	280.63	71.90
13200	10000100	5500		Registrar Travel	1,470	1,470	853.00	150.00	0.00	617.00	58.00
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	0.00	0.00	-35.00	123.30
13200	10000100	6000		Registrar Materials & Supplies	725	725	544.81	0.00	0.00	180.19	75.10
13200	10000100	8200		Registrar Capital Outlay Adds	0	2,120	0.00	0.00	0.00	2,120.00	0.00
<b>13200 Total</b>	<b>Registrar</b>				<b>73,970</b>	<b>76,090</b>	<b>56,793.61</b>	<b>5,824.89</b>	<b>15,289.25</b>	<b>4,007.14</b>	<b>94.73</b>
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
<b>21100 Total</b>	<b>Circuit Court</b>				<b>12,180</b>	<b>12,180</b>	<b>12,701.05</b>	<b>0.00</b>	<b>0.00</b>	<b>-521.05</b>	<b>104.28</b>
21200	10000120	3000		District C Purchased Services	350	350	249.00	249.00	0.00	101.00	71.10
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	0.00	368.36	-420.00	240.00
21200	10000120	5210		District C Postal Svcs	700	700	477.00	159.00	0.00	223.00	68.10
21200	10000120	5230		District C Telephone	2,000	2,000	1,188.73	156.77	0.00	811.27	59.40
21200	10000120	5810		District C Dues Subscr & Memb	200	200	65.00	25.00	0.00	135.00	32.50
21200	10000120	6000		District C Materials & Supplie	600	600	128.15	11.63	0.00	471.85	21.40
<b>21200 Total</b>	<b>General District Court</b>				<b>4,420</b>	<b>4,420</b>	<b>2,610.55</b>	<b>601.40</b>	<b>368.36</b>	<b>1,441.09</b>	<b>67.40</b>
21300	10000125	5230		Magistrate Telephone	200	200	17.37	0.00	0.00	182.63	8.70
<b>21300 Total</b>	<b>Magistrate</b>				<b>200</b>	<b>200</b>	<b>17.37</b>	<b>0.00</b>	<b>0.00</b>	<b>182.63</b>	<b>8.69</b>
21510	10000130	5600		Blue Ridge Legal Svc Contr	1,500	1,500	1,500.00	0.00	0.00	0.00	100.00
<b>21510 Total</b>	<b>Blue Ridge Legal Services</b>				<b>1,500</b>	<b>1,500</b>	<b>1,500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
21600	10000140	3320		J&D Court Maint Contracts	700	700	353.46	132.62	126.54	220.00	68.60
21600	10000140	5210		J&D Court Postal Svcs	700	700	279.00	93.00	0.00	421.00	39.90

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FUNCTION	ORG	OBJ	PROJECT	ACCOUNT DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	% USED
21600	10000140	5230		J&D Court Telephone	700	700	452.17	50.45	0.00	247.83	64.60
21600	10000140	5810		J&D Court Dues Subscr & Memb	200	200	75.00	0.00	0.00	125.00	37.50
21600	10000140	6000		J&D Court Materials & Supplies	1,200	1,200	141.36	114.98	0.00	1,058.64	11.80
<b>21600 Total</b>	<b>Juvenile &amp; Domestic Relations</b>				<b>3,500</b>	<b>3,500</b>	<b>1,300.99</b>	<b>391.05</b>	<b>126.54</b>	<b>2,072.47</b>	<b>40.79</b>
21700	10000150	1100		Clk of CC Salaries	174,747	174,747	130,335.75	14,481.75	43,445.25	966.00	99.40
21700	10000150	2100		Clk of CC FICA	13,222	13,222	10,089.52	1,121.00	3,285.12	-152.64	101.20
21700	10000150	2210		Clk of CC VRS Plans 1&2	14,836	14,802	11,065.50	1,229.50	3,908.60	-172.10	101.20
21700	10000150	2300		Clk of CC Health Ins	14,079	14,113	10,584.54	1,176.06	3,720.94	-192.48	101.40
21700	10000150	2400		Clk of CC Life Insurance	2,290	2,290	1,707.39	189.71	603.08	-20.47	100.90
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	11,346.87	10,700.00	1,034.99	-381.86	103.20
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	4,607.10	438.60	0.00	1,892.90	70.90
21700	10000150	5210		Clk of CC Postal Svcs	3,500	3,500	1,411.86	0.00	0.00	2,088.14	40.30
21700	10000150	5230		Clk of CC Telephone	1,000	1,000	809.78	79.67	0.00	190.22	81.00
21700	10000150	6000		Clk of CC Materials & Supplies	6,500	6,500	4,438.00	799.65	0.00	2,062.00	68.30
<b>21700 Total</b>	<b>Clerk of the Circuit Court</b>				<b>252,874</b>	<b>252,874</b>	<b>186,570.00</b>	<b>30,215.94</b>	<b>55,997.98</b>	<b>10,306.02</b>	<b>95.92</b>
21910	10001440	1100	VWIT	Victim Witness Regular Salary	34,296	36,927	27,695.16	3,077.24	9,231.71	-0.02	100.00
21910	10001440	1300	VWIT	Victim Witness Part Time Salar	30,449	14,392	3,954.00	1,215.00	0.00	10,437.68	27.50
21910	10001440	2100	VWIT	Victim Witness FICA	2,623	3,930	2,424.84	328.75	706.16	798.72	79.70
21910	10001440	2210	VWIT	Victim Witness VRS Plans 1&2	2,912	3,135	2,351.34	261.26	787.26	-3.58	100.10
21910	10001440	2400	VWIT	VictimWit Life Insurance	449	484	362.79	40.31	121.49	-4.55	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	6.65	6.65	0.00	333.35	2.00
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	0.00	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	0.00	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 Mail & Supplies	0	6,420	4,215.94	3,962.65	0.00	2,204.06	65.70
<b>21910 Total</b>	<b>Victim and Witness Assistance</b>				<b>70,775</b>	<b>72,079</b>	<b>44,284.29</b>	<b>8,891.86</b>	<b>10,846.62</b>	<b>16,948.09</b>	<b>76.49</b>
21940	10000160	5600		Regional Crt Svc Entity Gift	4,494	4,494	4,494.00	0.00	0.00	0.00	100.00
<b>21940 Total</b>	<b>Regional Court Services</b>				<b>4,494</b>	<b>4,494</b>	<b>4,494.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
22100	10000170	1100		Comm Atty Salaries	241,513	241,513	176,565.25	19,616.55	58,849.66	6,098.09	97.50
22100	10000170	1300		Comm Atty Part Time Salaries	12,300	12,300	10,543.30	0.00	0.00	1,756.70	85.70
22100	10000170	2100		Comm Atty FICA	16,857	16,857	13,926.74	1,442.54	4,333.89	-1,403.63	108.30
22100	10000170	2210		Comm Atty VRS Plans 1&2	18,799	15,608	11,749.68	1,300.98	4,004.42	-146.10	100.90
22100	10000170	2220		Comm Atty VRS Hybrid	0	3,191	4,088.03	430.51	1,161.89	-2,058.92	164.50
22100	10000170	2300		Comm Atty Health Ins	20,040	20,040	17,655.03	1,267.77	3,893.60	-1,508.63	107.50
22100	10000170	2400		Comm Atty Life Insurance	2,900	2,900	2,440.20	256.98	787.28	-327.48	111.30
22100	10000170	2510		Comm Atty Disab Ins - Hybrid	0	0	282.51	25.33	76.26	-358.77	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	383.40	95.85	0.00	116.60	76.70
22100	10000170	5210		Comm Atty Postal Svcs	1,300	1,300	695.35	14.40	0.00	604.65	53.50
22100	10000170	5230		Comm Atty Telephone	3,000	3,000	1,565.05	195.51	852.00	582.95	80.60
22100	10000170	5500		Comm Atty Travel	6,050	6,050	2,187.12	0.00	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	254.81	59.55	0.00	1,745.19	12.70
22100	10000170	8200		Comm Atty Capital Outlay Adds	0	350	0.00	0.00	0.00	350.00	0.00
	<b>10000170 Total</b>	<b>Commonwealth's Attorney</b>			<b>328,504</b>	<b>328,854</b>	<b>244,756.06</b>	<b>24,705.97</b>	<b>73,959.00</b>	<b>10,138.94</b>	<b>96.92</b>
22100	10001420	1100	VSTOP	Comm Atty Salaries	8,625	8,625	19,978.16	2,219.80	6,659.40	-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	712.34	145.69	435.52	1,512.14	43.20
22100	10001420	2210	VSTOP	Comm Atty VRS Plans 1&2	3,398	870	478.26	57.68	174.52	217.22	75.00
22100	10001420	2220	VSTOP	Comm Atty VRS Hybrid	0	2,528	369.21	123.07	416.77	1,742.02	31.10
22100	10001420	2300	VSTOP	Comm Atty Health Ins	5,311	5,311	770.43	256.81	774.05	3,766.52	29.10
22100	10001420	2400	VSTOP	Comm Atty Life Insurance	525	525	134.34	29.08	87.68	302.98	42.30
22100	10001420	2510	VSTOP	Comm Atty Disab Ins - Hybrid	0	0	27.27	9.09	27.36	-54.63	100.00
	<b>10001420 Total</b>	<b>Violence Against Women Prev</b>			<b>28,995</b>	<b>28,995</b>	<b>22,470.01</b>	<b>2,841.22</b>	<b>8,575.30</b>	<b>-2,050.31</b>	<b>107.07</b>
<b>22100 Total</b>	<b>Commonwealth's Attorney - Total</b>				<b>357,499</b>	<b>357,849</b>	<b>267,226.07</b>	<b>27,547.19</b>	<b>82,534.30</b>	<b>8,088.63</b>	<b>97.74</b>
31200	10000180	1100		Sheriff Salaries	1,312,295	1,312,295	973,870.02	111,163.73	325,281.94	13,143.04	99.00
31200	10000180	1200		Sheriff Overtime	0	0	196.56	0.00	0.00	-196.56	100.00
31200	10000180	1300		Sheriff Part Time Salaries	43,000	43,000	27,452.80	2,719.91	0.00	15,547.20	63.80
31200	10000180	1660		Sheriff Emp Bonuses	0	0	1,750.00	500.00	0.00	-1,750.00	100.00
31200	10000180	2100		Sheriff FICA	97,216	97,216	73,726.59	8,365.67	23,319.73	169.68	99.80
31200	10000180	2210		Sheriff VRS Plans 1&2	103,361	103,361	74,377.28	8,303.16	26,450.27	2,533.45	97.50

**Clarke County  
YTD Budget Report  
March 31, 2017**

FUNCTION	ORG	OBJ	PROJECT	ACCOUNT DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	% USED
31200	10000180	2220		Sheriff VRS Hybrid	8,049	8,049	8,182.11	982.95	2,999.57	-3,132.68	138.90
31200	10000180	2300		Sheriff Health Ins	201,377	201,377	146,883.33	15,895.18	53,343.97	1,149.70	99.40
31200	10000180	2400		Sheriff Life Insurance	17,193	17,193	12,738.80	1,420.40	4,526.26	-72.06	100.40
31200	10000180	2510		Sheriff Disab Ins - Hybrid	560	560	568.50	62.70	200.49	-208.99	137.30
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	16,532.20	162.21	2,625.10	5,842.70	76.60
31200	10000180	3320		Sheriff Maint Contracts	121,033	130,333	99,058.10	0.00	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	1,182.66	90.46	0.00	1,017.34	53.80
31200	10000180	5230		Sheriff Telephone	55,000	55,000	27,202.65	4,150.01	6,378.68	21,418.67	61.10
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	19,561.50	2,380.50	5,278.50	3,160.00	88.70
31200	10000180	5500		Sheriff Travel	46,900	46,900	3,839.37	1,650.00	0.00	43,060.63	8.20
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	16,510.00	3,156.79	1,890.00	-18,400.00	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	4,065.00	0.00	0.00	-765.00	123.20
31200	10000180	6000		Sheriff Materials & Supplies	51,000	51,000	1,863.85	291.60	0.00	49,136.15	3.70
31200	10000180	6000	COS	Sheriff Mtls & Supplies Commun	0	0	1,687.02	444.77	125.95	-1,812.97	100.00
31200	10000180	6000	ETK	E-Ticket Mat'l and Supplies	0	0	289.05	184.20	0.00	-289.05	100.00
31200	10000180	6000	PSU	Sheriff Police Supplies	0	0	5,381.02	457.89	159.85	-5,540.87	100.00
31200	10000180	6000	SOS	Sheriff Office Supplies	0	0	2,694.43	213.41	56.94	-2,751.37	100.00
31200	10000180	6000	VRP	Sheriff Vehicle Repair Parts	0	0	14,559.29	106.13	3,812.49	-18,371.78	100.00
31200	10000180	6008		Sheriff Vehicle Fuel	60,000	60,000	27,604.12	1,792.75	0.00	32,395.88	46.00
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	6,285.02	1,341.30	0.00	-6,285.02	100.00
31200	10000180	6015		Sheriff Ammunition	12,500	12,500	7,590.57	0.00	3,162.78	1,746.65	86.00
	<b>10000180</b>	<b>Total</b>	<b>Sheriff</b>		<b>2,244,600</b>	<b>2,253,900</b>	<b>1,641,399.78</b>	<b>165,835.72</b>	<b>463,764.15</b>	<b>148,736.07</b>	<b>93.40</b>
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	4,103.68	847.48	0.00	-4,103.68	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
	<b>10001480</b>	<b>Total</b>	<b>VA Hwy Safety Enf - Alcohol</b>		<b>12,923</b>	<b>12,923</b>	<b>7,964.42</b>	<b>847.48</b>	<b>0.00</b>	<b>4,958.58</b>	<b>61.63</b>
31200	10001500	1200	DMVSP	DMV Speed Overtime	0	0	1,395.88	405.70	0.00	-1,395.88	100.00
31200	10001500	2100	40317	DMV Speed FICA	8,000	8,000	0.00	0.00	0.00	8,000.00	0.00
	<b>10001500</b>	<b>Total</b>	<b>VA Hwy Safety Enf - Speed</b>		<b>8,000</b>	<b>8,000</b>	<b>1,395.88</b>	<b>405.70</b>	<b>0.00</b>	<b>6,604.12</b>	<b>17.45</b>
31200	10001520	5500	41017	ICAC Travel	2,000	2,000	2,404.95	0.00	0.00	-404.95	120.20
31200	10001520	5500	ICAC	ICAC Travel	0	0	795.00	0.00	0.00	-795.00	100.00
31200	10001520	6000	41017	ICAC Materials & Supplies	2,000	2,000	0.00	0.00	0.00	2,000.00	0.00
	<b>10001520</b>	<b>Total</b>	<b>NOVA Int Cr Against Child</b>		<b>4,000</b>	<b>4,000</b>	<b>3,199.95</b>	<b>0.00</b>	<b>0.00</b>	<b>800.05</b>	<b>80.00</b>
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 Century Grant-Travel	0	1,410	0.00	0.00	0.00	1,410.00	0.00
31200	10001552	6000		Byrne-21st Century Grant Mat&Su	0	8,956	8,956.00	0.00	0.00	0.00	100.00
	<b>10001552</b>	<b>Total</b>	<b>DCJS Byrne Justice Assist</b>		<b>0</b>	<b>11,712</b>	<b>8,956.00</b>	<b>0.00</b>	<b>0.00</b>	<b>2,756.00</b>	<b>76.47</b>
31200	10001551	6000		DCJS Byrne Materials & Supplie	0	1,000	0.00	0.00	0.00	1,000.00	0.00
	<b>10001551</b>	<b>Total</b>	<b>DCJS Byrne Justice Assist</b>		<b>0</b>	<b>1,000</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,000.00</b>	<b>0.00</b>
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
	<b>10001550</b>	<b>Total</b>	<b>DCJS Byrne Justice Assist</b>		<b>1,510</b>	<b>1,510</b>	<b>485.29</b>	<b>0.00</b>	<b>0.00</b>	<b>1,024.71</b>	<b>32.14</b>
<b>31200 Total</b>	<b>Sheriff - Total</b>				<b>2,271,033</b>	<b>2,293,045</b>	<b>1,663,401.32</b>	<b>167,088.90</b>	<b>463,764.15</b>	<b>165,879.53</b>	<b>92.77</b>
31210	10000190	5600		Criminal Justice Training Ctr	19,593	19,593	21,157.43	0.00	0.00	-1,564.43	108.00
<b>31210 Total</b>	<b>Criminal Justice Training Ctr</b>				<b>19,593</b>	<b>19,593</b>	<b>21,157.43</b>	<b>0.00</b>	<b>0.00</b>	<b>-1,564.43</b>	<b>107.98</b>
31220	10000200	5600		Drug Task Force Entity Gift	12,500	12,500	5,436.60	0.00	0.00	7,063.40	43.50
<b>31220 Total</b>	<b>Drug Task Force</b>				<b>12,500</b>	<b>12,500</b>	<b>5,436.60</b>	<b>0.00</b>	<b>0.00</b>	<b>7,063.40</b>	<b>43.49</b>
31400	10000210	5230		Communicat Telephone	0	0	341.51	172.42	258.49	-600.00	100.00
<b>31400 Total</b>	<b>Communications</b>				<b>0</b>	<b>0</b>	<b>341.51</b>	<b>172.42</b>	<b>258.49</b>	<b>-600.00</b>	<b>100.00</b>
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
32200	10000220	5698		Vol Fire Fire Programs	29,337	29,337	29,349.00	0.00	0.00	-12.00	100.00
<b>32200 Total</b>	<b>Volunteer Fire Companies</b>				<b>140,485</b>	<b>140,485</b>	<b>91,258.80</b>	<b>0.00</b>	<b>0.00</b>	<b>49,226.20</b>	<b>64.96</b>
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
<b>32201 Total</b>	<b>Blue Ridge Volunteer Fire Co</b>				<b>51,200</b>	<b>51,200</b>	<b>38,550.00</b>	<b>0.00</b>	<b>0.00</b>	<b>12,650.00</b>	<b>75.29</b>
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

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FUNCTION	ORG	OBJ	PROJECT	ACCOUNT DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	% USED
<b>32202 Total</b>	<b>Boyce Volunteer Fire Co</b>				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
<b>32203 Total</b>	<b>Enders Volunteer Fire Co</b>				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	209,604.97	23,421.54	94,317.74	55,359.29	84.60
32310	10000260	1200		EMS Overtime	56,000	56,000	67,274.80	4,538.52	16,850.78	-28,125.58	150.20
32310	10000260	1300		EMS Part Time Salaries	117,000	117,000	114,447.85	13,513.56	0.00	2,552.15	97.80
32310	10000260	2100		EMS FICA	40,720	40,720	27,869.29	2,889.10	4,509.53	8,341.18	79.50
32310	10000260	2210		EMS VRS Plans 1&2	21,306	23,877	18,935.15	2,438.00	8,139.75	-3,197.90	113.40
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	38,450.49	4,716.39	14,516.86	6,994.65	88.30
32310	10000260	2400		EMS Life Insurance	4,550	4,620	3,077.42	376.17	1,256.05	286.53	93.80
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	34,574.84	2,727.87	0.00	2,925.16	92.20
32310	10000260	5210		EMS Postal Services	2,000	2,000	8.28	0.00	0.00	1,991.72	0.40
32310	10000260	5230		EMS Telephone	1,000	1,000	683.44	87.35	264.62	51.94	94.80
32310	10000260	5500		EMS Travel	10,000	10,000	711.61	653.74	0.00	9,288.39	7.10
32310	10000260	6000		EMS Materials & Supplies	10,000	10,000	9,512.57	1,786.85	0.00	487.43	95.10
32310	10000260	6008		EMS Vehicle Fuel	2,000	2,000	1,394.11	0.00	0.00	605.89	69.70
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	20,607.75	3,472.25	85.60
	<b>10000260 Total</b>	<b>Emergency Medical Services</b>			767,392	789,472	564,423.97	57,149.09	165,867.60	59,180.43	92.50
32310	10001700	6000		LEMPG Grant	0	15,000	8,810.00	8,810.00	1,960.00	4,230.00	71.80
	<b>10001700 Total</b>	<b>FEMA-VDEM LEMPG</b>			0	15,000	8,810.00	8,810.00	1,960.00	4,230.00	71.80
<b>32310 Total</b>	<b>Fire and Rescue Services</b>				767,392	804,472	573,233.97	65,959.09	167,827.60	63,410.43	92.12
32320	10000270	5600		Lord Fairfax EMS Contribution	5,422	5,422	5,422.00	0.00	0.00	0.00	100.00
<b>32320 Total</b>	<b>Lord Fairfax Emergency Medical</b>				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
<b>32400 Total</b>	<b>Forestry Services</b>				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	489,071.00	122,267.75	0.00	22,929.00	95.50
<b>33210 Total</b>	<b>Regional Jail</b>				512,000	512,000	489,071.00	122,267.75	0.00	22,929.00	95.52
33220	10000300	3840		Juv DetCtr Intergov Svc Agreeem	22,595	22,595	11,050.00	0.00	0.00	11,545.00	48.90
<b>33220 Total</b>	<b>Juvenile Detention Center</b>				22,595	22,595	11,050.00	0.00	0.00	11,545.00	48.90
33300	10000310	5230		Probation Telephone	500	500	35.34	4.02	0.00	464.66	7.10
33300	10000310	6000		Probation Materials & Supplies	300	300	0.00	0.00	0.00	300.00	0.00
<b>33300 Total</b>	<b>Probation Office</b>				800	800	35.34	4.02	0.00	764.66	4.42
34100	10000320	1100		Bldg Insp Salaries	119,087	119,087	95,117.33	10,938.44	39,584.83	-15,615.16	113.10
34100	10000320	2100		Bldg Insp FICA	8,337	8,337	6,691.44	771.89	2,753.68	-1,108.12	113.30
34100	10000320	2210		Bldg Insp VRS Plans 1&2	8,142	8,156	6,116.67	679.63	2,058.33	-19.00	100.20
34100	10000320	2220		Bldg Insp VRS Hybrid	1,968	1,954	1,743.28	249.04	1,247.57	-1,036.85	153.10
34100	10000320	2300		Bldg Insp Health Ins	21,124	21,124	17,602.21	1,995.00	6,189.83	-2,668.04	112.60
34100	10000320	2400		Bldg Insp Life Insurance	1,559	1,559	1,212.79	143.29	510.09	-163.88	110.50
34100	10000320	2510		Bldg Insp Disab Ins - Hybrid	137	137	121.12	17.30	86.71	-70.83	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	1,734.83	0.00	491.74	-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	0.00	0.00	125.09	16.60
34100	10000320	5230		Bldg Insp Telephone	1,380	1,380	1,002.46	193.66	721.06	-343.52	124.90
34100	10000320	5500		Bldg Insp Travel	2,000	2,000	766.11	0.00	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	1,259.90	376.20	0.00	740.10	63.00
34100	10000320	6008		Bldg Insp Vehicle Fuel	2,000	2,000	1,248.79	0.00	0.00	751.21	62.40
<b>34100 Total</b>	<b>Building Inspections</b>				172,409	172,409	136,873.52	15,364.45	53,643.84	-18,108.36	110.50
35100	10000330	1100		AnimalCtrl Salaries	63,398	63,398	48,969.21	5,865.19	17,595.57	-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	3,459.50	388.20	964.19	421.31	91.30
35100	10000330	2210		AnimalCtrl VRS Plans 1&2	3,576	3,576	2,693.61	299.29	902.30	-19.91	100.60
35100	10000330	2220		AnimalCtrl VRS Hybrid	1,807	1,807	1,552.03	198.67	374.09	-119.12	106.60
35100	10000330	2300		AnimalCtrl Health Ins	14,184	14,184	12,355.94	1,229.66	3,355.87	-1,527.81	110.80
35100	10000330	2400		AnimalCtrl Life Insurance	831	831	655.07	76.83	196.98	-21.05	102.50
35100	10000330	2510		AnimalCtrl Disab Ins - Hybrid	126	126	107.89	13.81	25.96	-7.85	106.20
35100	10000330	2700		AnimalCtrl Workers Comp	1,140	1,140	880.21	0.00	0.00	259.79	77.20
35100	10000330	3000		AnimalCtrl Purchased Services	8,000	8,000	4,363.72	286.59	0.00	3,636.28	54.50
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	106.95	0.00	0.00	93.05	53.50
35100	10000330	5110		AnimalCtrl Electric	750	750	0.00	0.00	0.00	750.00	0.00
35100	10000330	5230		AnimalCtrl Telephone	500	500	448.01	50.92	53.80	-1.81	100.40
35100	10000330	5500		AnimalCtrl Travel	1,000	1,000	0.00	0.00	0.00	1,000.00	0.00

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FUNCTION	ORG	OBJ	PROJECT	ACCOUNT DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	% USED
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	0.00	0.00	2,239.45	62.70
35100	10000330	6008		AnimalCtrl Vehicle Fuel	1,500	1,500	674.24	0.00	0.00	825.76	44.90
35100	10000330	6011		AnimalCtrl Clothing	500	500	0.00	0.00	0.00	500.00	0.00
<b>35100 Total</b>	<b>Animal Control</b>				<b>117,557</b>	<b>117,557</b>	<b>83,393.07</b>	<b>8,409.16</b>	<b>23,502.62</b>	<b>10,661.31</b>	<b>90.93</b>
35300	10000340	3000		Exam&Bury Purchased Services	1,000	1,000	120.00	0.00	0.00	880.00	12.00
<b>35300 Total</b>	<b>Med Examiner &amp; Indigent Burial</b>				<b>1,000</b>	<b>1,000</b>	<b>120.00</b>	<b>0.00</b>	<b>0.00</b>	<b>880.00</b>	<b>12.00</b>
42400	10000350	3840		RefuseDisp Intergov Svc Agreem	175,500	175,500	94,023.23	15,845.65	0.00	81,476.77	53.60
<b>42400 Total</b>	<b>Refuse Disposal</b>				<b>175,500</b>	<b>175,500</b>	<b>94,023.23</b>	<b>15,845.65</b>	<b>0.00</b>	<b>81,476.77</b>	<b>53.57</b>
42600	10000360	3000		LitterCtrl Purchased Services	0	0	2,291.57	1,041.57	1,273.43	-3,565.00	100.00
42600	10000360	6000		LitterCtrl Materials & Supplie	5,310	5,310	435.71	0.00	0.00	4,874.29	8.20
<b>42600 Total</b>	<b>Litter Control</b>				<b>5,310</b>	<b>5,310</b>	<b>2,727.28</b>	<b>1,041.57</b>	<b>1,273.43</b>	<b>1,309.29</b>	<b>75.34</b>
42700	10000370	3840		Sanitation Intergov Svc Agreem	33,750	33,750	18,315.43	2,616.49	0.00	15,434.57	54.30
42700	10000370	5600		Sanitation Entity Gift	207,000	207,000	207,000.00	0.00	0.00	0.00	100.00
<b>42700 Total</b>	<b>Sanitation</b>				<b>240,750</b>	<b>240,750</b>	<b>225,315.43</b>	<b>2,616.49</b>	<b>0.00</b>	<b>15,434.57</b>	<b>93.59</b>
43200	10000380	1100		Maintenanc Salaries	150,079	150,079	103,891.87	11,178.00	35,089.11	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	9,990.32	827.04	2,599.10	-2,113.42	120.20
43200	10000380	2210		Maintenanc VRS Plans 1&2	10,634	10,634	5,227.70	536.26	1,621.93	3,784.37	64.40
43200	10000380	2220		Maintenanc VRS Hybrid	1,852	1,852	3,129.90	535.93	1,471.26	-2,749.16	248.40
43200	10000380	2300		Maintenanc Health Ins	24,361	24,361	10,883.17	1,185.22	3,702.58	9,775.25	59.90
43200	10000380	2400		Maintenanc Life Insurance	1,966	1,966	1,344.97	146.44	459.97	161.06	91.80
43200	10000380	2510		Mainten Disab Ins - Hybrid	129	129	217.48	25.55	84.83	-173.31	234.30
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	8,244.65	225.00	0.00	13,755.35	37.50
43200	10000380	3320		Maintenanc Maint Contracts	99,485	99,485	54,399.83	1,759.56	3,103.58	41,981.59	57.80
43200	10000380	3340		Maintenanc Custodial Contracts	37,000	37,000	23,563.62	3,366.23	0.00	13,436.38	63.70
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	0.00	0.00	608.65	22.00
43200	10000380	5230		Maintenanc Telephone	2,750	2,750	966.72	102.83	337.79	1,445.49	47.40
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	25,684.59	485.16	0.00	9,315.41	73.40
43200	10000380	6008		Maintenanc Vehicle Fuel	4,780	4,780	1,623.61	0.00	0.00	3,156.39	34.00
	<b>10000380 Total</b>		<b>General Property Maintenance</b>		<b>446,955</b>	<b>446,955</b>	<b>323,357.61</b>	<b>20,373.22</b>	<b>48,470.15</b>	<b>75,127.24</b>	<b>83.19</b>
43200	10000890	3000		JGC Maintenanc Purchased Servi	25,000	25,000	22,855.11	6,103.43	1,917.70	227.19	99.10
43200	10000890	3320		JGC Maint Contracts	29,212	29,212	8,499.05	0.00	0.00	20,712.95	29.10
43200	10000890	3340		JGC Maintenanc Custodial Contr	26,000	26,000	16,326.66	2,332.38	0.00	9,673.34	62.80
43200	10000890	5110		JGC Maintenanc Electric	32,500	32,500	23,969.00	5,866.30	0.00	8,531.00	73.80
43200	10000890	5120		JGC Maintenanc Heating	5,500	5,500	2,410.03	46.48	0.00	3,089.97	43.80
43200	10000890	5130		JGC Maintenanc Water & Sewer	1,500	1,500	859.98	0.00	0.00	640.02	57.30
43200	10000890	6000		JGC Maintenanc Materials & Sup	3,500	3,500	768.64	574.18	444.55	2,286.81	34.70
43200	10000890	8100		JGC Maintenanc Cap Outla Replc	0	0	4,121.41	4,121.41	0.00	-4,121.41	100.00
43200	10000890	8200		JGC Maintenanc Capital Ou Adds	0	0	0.00	0.00	2,470.51	-2,470.51	100.00
	<b>10000890 Total</b>		<b>Maintenance - 101 Chalmers Court</b>		<b>123,212</b>	<b>123,212</b>	<b>79,809.88</b>	<b>19,044.18</b>	<b>4,832.76</b>	<b>38,569.36</b>	<b>68.70</b>
43200	10000900	3000		Maintenanc Purchased Services	7,244	7,244	5,994.17	0.00	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	7,005.15	1,294.25	0.00	5,084.85	57.90
43200	10000900	5120		Maintenanc Heating	1,600	1,600	751.40	156.33	0.00	848.60	47.00
43200	10000900	5130		Maintenanc Water & Sewer	3,750	3,750	1,942.60	0.00	0.00	1,807.40	51.80
43200	10000900	6000		Maintenanc Materials & Supplie	1,500	1,500	220.39	49.48	0.00	1,279.61	14.70
	<b>10000900 Total</b>		<b>Maintenance - 100 N Ch St/Radio T</b>		<b>29,684</b>	<b>29,684</b>	<b>20,339.76</b>	<b>1,500.06</b>	<b>0.00</b>	<b>9,344.24</b>	<b>68.52</b>
43200	10000910	3000		Maintenanc Purchased Services	5,000	5,000	2,368.16	1,477.16	0.00	2,631.84	47.40
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	18,567.41	3,492.63	0.00	13,328.59	58.20
43200	10000910	6000		Maintenanc Materials & Supplie	1,000	1,000	574.91	0.00	0.00	425.09	57.50
	<b>10000910 Total</b>		<b>Maintenance - 102 N Church St</b>		<b>39,896</b>	<b>39,896</b>	<b>24,556.78</b>	<b>4,969.79</b>	<b>0.00</b>	<b>15,339.22</b>	<b>61.55</b>
43200	10000920	3000		Maintenanc Purchased Services	9,500	9,500	1,834.50	180.00	0.00	7,665.50	19.30
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	6,961.06	1,396.33	0.00	4,309.94	61.80
43200	10000920	5120		Maintenanc Heating	3,500	3,500	2,543.53	549.18	0.00	956.47	72.70
43200	10000920	5130		Maintenanc Water & Sewer	900	900	304.80	0.00	0.00	595.20	33.90
43200	10000920	6000		Maintenanc Materials & Supplie	1,500	1,500	417.81	0.00	0.00	1,082.19	27.90
	<b>10000920 Total</b>		<b>Maintenance - 104/106 N Church St</b>		<b>28,771</b>	<b>28,771</b>	<b>15,540.00</b>	<b>2,125.51</b>	<b>0.00</b>	<b>13,231.00</b>	<b>54.01</b>
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	4,523.53	514.54	0.00	886.47	83.60
43200	10000930	5120		Maintenanc Heating	6,000	6,000	3,477.59	196.14	0.00	2,522.41	58.00
43200	10000930	5130		Maintenanc Water & Sewer	500	500	0.00	0.00	0.00	500.00	0.00



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FUNCTION	ORG	OBJ	PROJECT	ACCOUNT DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	% USED
43200	10000930	6000		Maintenanc Materials & Supplie	1,000	1,000	123.63	0.00	0.00	876.37	12.40
	<b>10000930 Total</b>		<b>Maintenance - 225 Ramsburg Ln</b>		18,560	18,560	12,255.75	710.68	0.00	6,304.25	66.03
43200	10000940	3000		Maintenanc Purchased Services	1,400	1,400	6,667.45	240.45	0.00	-5,267.45	476.20
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	1,257.94	152.75	0.00	188.06	87.00
43200	10000940	5120		Maintenanc Heating	2,500	2,500	713.18	194.92	0.00	1,786.82	28.50
43200	10000940	6000		Maintenanc Materials & Supplie	750	750	23.65	0.00	0.00	726.35	3.20
	<b>10000940 Total</b>		<b>Maintenance - 524 Westwood Road</b>		6,596	6,596	9,404.22	588.12	0.00	-2,808.22	142.57
43200	10000950	3000		Maintenanc Purchased Services	12,500	12,500	11,612.69	460.00	0.00	887.31	92.90
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	0.00	0.00	2,957.25	15.50
43200	10000950	5110		Maintenanc Electric	25,247	25,247	21,193.73	2,755.77	0.00	4,053.27	83.90
43200	10000950	5120		Maintenanc Heating	4,500	4,500	2,445.82	534.00	0.00	2,054.18	54.40
43200	10000950	5130		Maintenanc Water & Sewer	1,800	1,800	935.00	0.00	0.00	865.00	51.90
43200	10000950	6000		Maintenanc Materials & Supplie	5,000	5,000	899.11	0.00	0.00	4,100.89	18.00
	<b>10000950 Total</b>		<b>Maintenance - 225 Al Smith Cir Rec Ctr</b>		55,547	55,547	41,239.10	3,749.77	0.00	14,307.90	74.24
43200	10000960	3000		Maintenanc Purchased Services	16,000	16,000	4,742.94	0.00	0.00	11,257.06	29.60
43200	10000960	5110		Maintenanc Electric	3,350	3,350	2,408.46	199.79	0.00	941.54	71.90
43200	10000960	5130		Maintenanc Water & Sewer	2,700	2,700	1,339.40	0.00	0.00	1,360.60	49.60
43200	10000960	6000		Maintenanc Materials & Supplie	5,000	5,000	736.12	0.00	1,905.00	2,358.88	52.80
	<b>10000960 Total</b>		<b>Maintenance - 225 Al Smith Cir Ofc/Grounds</b>		27,050	27,050	9,226.92	199.79	1,905.00	15,918.08	41.15
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	4,514.01	84.09	0.00	551.99	89.10
43200	10000970	5130		Maintenanc Water & Sewer	20,000	20,000	5,241.60	0.00	0.00	14,758.40	26.20
43200	10000970	6000		Maintenanc Materials & Supplie	5,000	5,000	204.23	0.00	0.00	4,795.77	4.10
	<b>10000970 Total</b>		<b>Maintenance - 225 Al Smith Cir Pool</b>		39,566	39,566	10,732.71	84.09	0.00	28,833.29	27.13
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	650.97	45.35	0.00	389.03	62.60
43200	10000980	6000		Maintenanc Materials & Supplie	7,500	7,500	1,496.06	0.00	1,000.00	5,003.94	33.30
	<b>10000980 Total</b>		<b>Maintenance - 225 Al Smith Cir Baseball</b>		9,290	9,290	2,373.21	45.35	1,000.00	5,916.79	36.31
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	299.35	35.72	0.00	200.65	59.90
43200	10000990	6000		Maintenanc Materials & Supplie	8,500	8,500	2,973.34	127.13	1,338.12	4,188.54	50.70
	<b>10000990 Total</b>		<b>Maintenance - 225 Al Smith Cir Soccer</b>		10,300	10,300	4,478.03	162.85	1,338.12	4,483.85	56.47
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
	<b>10000995 Total</b>		<b>Maintenance - 106 N Church St Old Comm A</b>		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
	<b>10001000 Total</b>		<b>Maintenance - 32 E Main St</b>		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
	<b>10001010 Total</b>		<b>Maintenance - 36 E Main St</b>		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	0.00	0.00	3,840.06	30.20
43200	10001020	3320		Maintenanc Maint Contracts	1,900	1,900	3,505.86	0.00	0.00	-1,605.86	184.50
43200	10001020	3340		Maintenanc Custodial Contracts	0	0	2,056.46	293.78	0.00	-2,056.46	100.00
43200	10001020	5110		Maintenanc Electric	10,060	10,060	5,408.22	927.97	0.00	4,651.78	53.80
43200	10001020	5130		Maintenanc Water & Sewer	1,100	1,100	762.00	0.00	0.00	338.00	69.30
43200	10001020	6000		Maintenanc Materials & Supplie	1,000	1,000	64.88	0.00	0.00	935.12	6.50
	<b>10001020 Total</b>		<b>Maintenance - 311 E Main St</b>		19,560	19,560	13,457.36	1,221.75	0.00	6,102.64	68.80
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	1,855.77	260.25	0.00	1,144.23	61.90
43200	10001410	5120		Maintenanc Heating	2,200	2,200	1,556.21	0.00	0.00	643.79	70.70
43200	10001410	5130		Maintenanc Water & Sewer	250	250	255.00	0.00	0.00	-5.00	102.00
43200	10001410	6000		Maintenanc Materials & Supplie	1,500	1,500	0.00	0.00	0.00	1,500.00	0.00
	<b>10001410 Total</b>		<b>Maintenance - 129 Ramsburg Ln</b>		10,200	10,200	4,097.98	260.25	0.00	6,102.02	40.18
<b>43200 Total</b>	<b>General Property Maintenance - All Accounts</b>				873,187	873,187	571,759.77	55,035.41	57,546.03	243,881.20	72.07
51100	10000385	5600		Local Health Dept Contribution	220,000	220,000	165,000.00	0.00	0.00	55,000.00	75.00
<b>51100 Total</b>	<b>Local Health Department</b>				220,000	220,000	165,000.00	0.00	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
<b>51200 Total</b>	<b>Our Health</b>				5,000	5,000	5,000.00	0.00	0.00	0.00	100.00
52400	10000395	5600		N Shen Vally Sub Abuse Coal Co	15,000	15,000	15,000.00	0.00	0.00	0.00	100.00
<b>52400 Total</b>	<b>N Shen Valley Subst Abuse Coal</b>				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
<b>52500 Total</b>	<b>Northwestern Community Svcs</b>				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
<b>52800 Total</b>	<b>Concern Hotline</b>				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
<b>52900 Total</b>	<b>NW Works</b>				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	0.00	0.00	10,000.00	75.00

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<b>53230 Total</b>	<b>Shenandoah Area Agency on Aging</b>				40,000	40,000	30,000.00	0.00	0.00	10,000.00	75.00
53240	10000440	5600		Virginia Regional Transit Cont	19,302	19,302	9,651.00	0.00	0.00	9,651.00	50.00
<b>53240 Total</b>	<b>VA Regional Transp Assn</b>				19,302	19,302	9,651.00	0.00	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
<b>53250 Total</b>	<b>FISH of Clarke County</b>				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
<b>53600 Total</b>	<b>Access Independence</b>				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
<b>53700 Total</b>	<b>The Laurel Ctr (Women's Shltr)</b>				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	12,330.75	8,220.50	0.00	4,110.25	75.00
<b>69100 Total</b>	<b>Lord Fairfax Community College</b>				16,441	16,441	12,330.75	8,220.50	0.00	4,110.25	75.00
71100	10000480	1100		Parks Adm Salaries	258,547	258,547	191,356.83	21,261.87	63,785.61	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	14,171.79	1,495.30	4,983.66	1,692.55	91.90
71100	10000480	2210		Parks Adm VRS Plans 1&2	23,824	23,824	16,246.17	1,805.13	5,456.73	2,121.10	91.10
71100	10000480	2300		Parks Adm Health Ins	46,519	46,519	29,598.03	3,288.67	9,935.04	6,985.93	85.00
71100	10000480	2400		Parks Adm Life Insurance	3,676	3,676	2,506.77	278.53	842.00	327.23	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	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	1,467.83	53.61	1,261.82	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	0.00	0.00	1,702.26	14.80
71100	10000480	5230		Parks Adm Telephone	1,000	1,000	614.23	77.66	0.00	385.77	61.40
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	1,358.00	600.00	0.00	902.00	60.10
71100	10000480	6000		Parks Adm Materials & Supplies	5,156	5,156	896.94	122.14	0.00	4,259.06	17.40
71100	10000480	6008		Parks Adm Vehicle Fuel	700	700	290.45	0.00	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
<b>71100 Total</b>	<b>Parks Administration</b>				407,878	407,878	284,218.24	28,982.91	86,264.86	37,394.90	90.83
71310	10000490	1100		Rec Center Salaries	45,779	45,779	35,618.40	3,957.60	11,872.80	-1,712.20	103.70
71310	10000490	1300		Rec Center Part Time Salaries	30,179	30,179	20,369.69	2,439.52	0.00	9,809.31	67.50
71310	10000490	2100		Rec Center FICA	5,068	5,068	4,250.49	485.76	896.33	-78.82	101.60
71310	10000490	2210		Rec Center VRS Plans 1&2	3,887	3,887	3,024.00	336.00	1,011.18	-148.18	103.80
71310	10000490	2300		Rec Center Health Ins	7,056	7,056	5,292.27	588.03	1,769.59	-5.86	100.10
71310	10000490	2400		Rec Center Life Insurance	600	600	466.56	51.84	156.04	-22.60	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	2,824.54	25.50	0.00	5,845.46	32.60
71310	10000490	6012		Rec Center Merch for Resale	3,000	3,000	906.05	353.33	0.00	2,093.95	30.20
<b>71310 Total</b>	<b>Recreation Center</b>				106,143	106,143	74,372.51	8,237.58	15,705.94	16,064.55	84.87
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	1,055.30	204.51	0.00	2,344.70	31.00
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	0.00	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
<b>71320 Total</b>	<b>Swimming Pool</b>				83,756	83,756	46,843.81	204.51	1,100.00	35,812.19	57.24
71350	10000510	1100		Programs Salaries	53,868	53,868	27,353.79	3,039.31	9,117.93	17,396.28	67.70
71350	10000510	1300		Programs Part Time Salaries	84,100	84,100	56,040.14	3,985.08	0.00	28,059.86	66.60
71350	10000510	2100		Programs FICA	8,924	8,924	6,236.82	521.52	825.95	1,861.23	79.10
71350	10000510	2210		Programs VRS Plans 1&2	2,977	2,977	2,322.36	258.04	775.74	-121.10	104.10
71350	10000510	2300		Programs Health Ins	7,056	7,056	5,292.27	588.03	1,767.85	-4.12	100.10
71350	10000510	2400		Programs Life Insurance	459	459	358.29	39.81	119.73	-19.02	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	24,478.19	2,333.90	48,354.67	-18,832.86	134.90
71350	10000510	3500		Programs Printing & Binding	7,000	7,000	3,417.00	1,963.00	3,821.00	-238.00	103.40
71350	10000510	3600		Programs Advertising	3,000	3,000	906.10	467.00	0.00	2,093.90	30.20
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	0.00	0.00	477.00	52.30
71350	10000510	5830		Programs Refunds	3,500	3,500	2,599.00	350.00	0.00	901.00	74.30

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71350	10000510	6000		Programs Materials & Supplies	12,500	12,500	5,686.74	732.07	0.00	6,813.26	45.50
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	0.00	2,573.00	-1,628.96	123.30
<b>71350 Total</b>	<b>Parks Programs</b>				<b>252,310</b>	<b>252,310</b>	<b>144,705.26</b>	<b>14,277.76</b>	<b>67,355.87</b>	<b>40,248.87</b>	<b>84.05</b>
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
<b>71360 Total</b>	<b>Concession Stand</b>				<b>15,301</b>	<b>15,301</b>	<b>8,216.74</b>	<b>0.00</b>	<b>0.00</b>	<b>7,084.26</b>	<b>53.70</b>
72240	10000527	5600		Barns of Rose Hill Contr	5,000	5,000	5,000.00	0.00	0.00	0.00	100.00
<b>72240 Total</b>	<b>Barns of Rose Hill</b>				<b>5,000</b>	<b>5,000</b>	<b>5,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
72700	10000530	5600		VA Comm for Arts Contr	10,000	10,000	10,000.00	0.00	0.00	0.00	100.00
<b>72700 Total</b>	<b>VA Commission for the Arts</b>				<b>10,000</b>	<b>10,000</b>	<b>10,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
73200	10000540	5600		Handley Regional Library Contr	206,513	206,513	154,884.75	0.00	0.00	51,628.25	75.00
<b>73200 Total</b>	<b>Handley Regional Library</b>				<b>206,513</b>	<b>206,513</b>	<b>154,884.75</b>	<b>0.00</b>	<b>0.00</b>	<b>51,628.25</b>	<b>75.00</b>
81110	10000550	1100		Plan Adm Salaries	297,536	297,536	207,455.15	23,620.94	72,555.21	17,525.64	94.10
81110	10000550	2100		Plan Adm FICA	22,528	22,528	15,756.88	1,794.21	5,597.52	1,173.60	94.80
81110	10000550	2210		Plan Adm VRS Plans 1&2	23,293	23,318	17,488.44	1,943.16	5,891.57	-62.01	100.30
81110	10000550	2220		Plan Adm VRS Hybrid	1,968	1,943	124.52	62.26	311.90	1,506.58	22.50
81110	10000550	2300		Plan Adm Health Ins	25,212	25,212	16,112.03	1,881.70	5,760.85	3,339.12	86.80
81110	10000550	2400		Plan Adm Life Insurance	3,898	3,898	2,717.69	309.44	957.15	223.16	94.30
81110	10000550	2510		Plan Adm Disab Ins - Hybrid	137	137	8.66	4.33	21.68	106.66	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	6,958.75	1,740.00	0.00	3,041.25	69.60
81110	10000550	3140		Plan Adm Engineer & Architect	10,000	10,000	0.00	-1,800.00	0.00	10,000.00	0.00
81110	10000550	3140	PTPLN	Plan Admin Pass Thru Eng Fees	0	0	3,475.00	3,475.00	14,200.00	-17,675.00	100.00
81110	10000550	3320		Plan Adm Maint Contracts	300	300	726.94	0.00	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	0.00	0.00	426.00	85.80
81110	10000550	5210		Plan Adm Postal Svcs	1,000	1,000	250.41	0.00	0.00	749.59	25.00
81110	10000550	5230		Plan Adm Telephone	400	400	230.98	26.80	0.00	169.02	57.70
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	0.00	0.00	425.43	57.50
81110	10000550	5810		Plan Adm Dues Subscr & Memb	300	300	45.00	45.00	0.00	255.00	15.00
81110	10000550	6000		Plan Adm Materials & Supplies	2,500	2,500	830.78	0.00	35.30	1,633.92	34.60
81110	10000550	6000	RBP15	Plan Adm Materials & Supplies	200	200	0.00	0.00	0.00	200.00	0.00
81110	10001600	3000		VA DHR LocGovt Grant - Book	0	9,500	5,000.00	0.00	4,500.00	0.00	100.00
<b>81110 Total</b>	<b>Planning Administration</b>				<b>412,612</b>	<b>422,112</b>	<b>287,447.01</b>	<b>33,102.84</b>	<b>110,014.57</b>	<b>24,650.42</b>	<b>94.16</b>
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	0.00	0.00	-40.00	100.00
81120	10000560	3160		Plan Com Board Member Fees	8,000	8,000	6,940.00	400.00	0.00	1,060.00	86.80
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
<b>81120 Total</b>	<b>Planning Commission</b>				<b>9,639</b>	<b>11,389</b>	<b>9,162.59</b>	<b>400.00</b>	<b>0.00</b>	<b>2,226.41</b>	<b>80.45</b>
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	400.00	100.00	0.00	100.00	80.00
81130	10000570	3600		BryDevAuth Advertising	500	500	0.00	0.00	0.00	500.00	0.00
<b>81130 Total</b>	<b>Berryville Dev Authority</b>				<b>2,000</b>	<b>2,000</b>	<b>400.00</b>	<b>100.00</b>	<b>0.00</b>	<b>1,600.00</b>	<b>20.00</b>
81140	10000580	5600		Regional Airport Auth Contr	2,500	2,500	1,875.00	0.00	0.00	625.00	75.00
<b>81140 Total</b>	<b>Regional Airport Authority</b>				<b>2,500</b>	<b>2,500</b>	<b>1,875.00</b>	<b>0.00</b>	<b>0.00</b>	<b>625.00</b>	<b>75.00</b>
81310	10000590	5600		Help with Housing Contrib	5,400	5,400	0.00	0.00	0.00	5,400.00	0.00
<b>81310 Total</b>	<b>Help With Housing</b>				<b>5,400</b>	<b>5,400</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5,400.00</b>	<b>0.00</b>
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
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
<b>81400 Total</b>	<b>Board of Zoning Appeals</b>				<b>3,270</b>	<b>3,270</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,270.00</b>	<b>0.00</b>
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	31,028.75	6,500.00	0.00	26,321.25	54.10
81510	10000610	3320		Econ Dev Maint Svc Contracts	0	0	1,200.00	600.00	450.00	-1,650.00	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	338.22	41.97	213.00	-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

Clarke County  
YTD Budget Report  
March 31, 2017

FUNCTION	ORG	OBJ	PROJECT	ACCOUNT DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	% USED
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	357.70	39.95	0.00	992.30	26.50
<b>81510 Total</b>	<b>Office of Economic Development</b>				<b>80,000</b>	<b>80,000</b>	<b>35,004.67</b>	<b>7,181.92</b>	<b>663.00</b>	<b>44,332.33</b>	<b>44.58</b>
81530	10000620	5600		Small Bus Dev Ctr Contrib	1,500	1,500	1,500.00	0.00	0.00	0.00	100.00
<b>81530 Total</b>	<b>Small Business Dev Center</b>				<b>1,500</b>	<b>1,500</b>	<b>1,500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
81540	10000630	5600		Blandy Exp Farm Contrib	3,000	3,000	3,000.00	0.00	0.00	0.00	100.00
<b>81540 Total</b>	<b>Blandy Experimental Farm</b>				<b>3,000</b>	<b>3,000</b>	<b>3,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
81800	10000640	3000		HstPrvCom Purchased Services	6,000	6,000	5,225.00	605.00	775.00	0.00	100.00
81800	10000640	3160		HstPrvCom Board Member Fees	1,000	1,000	625.00	100.00	0.00	375.00	62.50
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
<b>81800 Total</b>	<b>Historic Preservation Comm</b>				<b>11,400</b>	<b>11,400</b>	<b>5,850.00</b>	<b>705.00</b>	<b>775.00</b>	<b>4,775.00</b>	<b>58.11</b>
81910	10000650	5600		NSVRC EntityGift	7,384	7,384	7,383.44	0.00	0.00	0.56	100.00
<b>81910 Total</b>	<b>Northern Shen Valley Reg Comm</b>				<b>7,384</b>	<b>7,384</b>	<b>7,383.44</b>	<b>0.00</b>	<b>0.00</b>	<b>0.56</b>	<b>99.99</b>
82210	10000660	3000		Water Qual Purchased Services	30,000	30,000	7,500.00	0.00	15,000.00	7,500.00	75.00
<b>82210 Total</b>	<b>Water Quality Management</b>				<b>30,000</b>	<b>30,000</b>	<b>7,500.00</b>	<b>0.00</b>	<b>15,000.00</b>	<b>7,500.00</b>	<b>75.00</b>
82220	10000670	5600		Friends of Shenandoah Contr	3,000	3,000	3,000.00	0.00	0.00	0.00	100.00
<b>82220 Total</b>	<b>Friends of the Shenandoah</b>				<b>3,000</b>	<b>3,000</b>	<b>3,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
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
<b>82230 Total</b>	<b>Board of Septic Appeals</b>				<b>1,016</b>	<b>1,016</b>	<b>359.02</b>	<b>0.00</b>	<b>0.00</b>	<b>656.98</b>	<b>35.34</b>
82400	10000690	5600		Lord Fairfax S&W Contr	5,000	5,000	5,000.00	0.00	0.00	0.00	100.00
<b>82400 Total</b>	<b>LF Soil &amp; Water Cons Dist</b>				<b>5,000</b>	<b>5,000</b>	<b>5,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
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
<b>82600 Total</b>	<b>Bio-solids Application</b>				<b>10,028</b>	<b>10,028</b>	<b>618.12</b>	<b>0.00</b>	<b>0.00</b>	<b>9,409.88</b>	<b>6.16</b>
83100	10000710	3320		Coop Ext Maint Contracts	0	0	576.57	0.00	145.45	-722.02	100.00
83100	10000710	3841		Coop Ext VPI Agent	40,202	40,202	19,308.84	9,709.24	0.00	20,893.16	48.00
83100	10000710	5210		Coop Ext Postal Svcs	0	0	208.51	0.00	0.00	-208.51	100.00
83100	10000710	5230		Coop Ext Telephone	0	0	94.35	10.42	0.00	-94.35	100.00
83100	10000710	6000		Coop Ext Materials & Supplies	2,000	2,000	175.99	0.00	0.00	1,824.01	8.80
<b>83100 Total</b>	<b>Cooperative Extension Program</b>				<b>42,202</b>	<b>42,202</b>	<b>20,364.26</b>	<b>9,719.66</b>	<b>145.45</b>	<b>21,692.29</b>	<b>48.60</b>
83400	10000720	5600		4-H Center EntityGift	2,300	2,300	2,300.00	0.00	0.00	0.00	100.00
<b>83400 Total</b>	<b>4-H Center</b>				<b>2,300</b>	<b>2,300</b>	<b>2,300.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>100.00</b>
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	11,930	0.00	0.00	0.00	11,930.00	0.00
<b>91600 Total</b>	<b>Contingency Reserves</b>				<b>70,000</b>	<b>66,930</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>66,930.00</b>	<b>0.00</b>
<b>Grand Total</b>					<b>9,722,387</b>	<b>9,794,033</b>	<b>7,018,803.85</b>	<b>724,602.63</b>	<b>1,485,105.73</b>	<b>1,290,123.42</b>	<b>86.83</b>

# Clarke County Board of Supervisors

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## FY2018 Budget, FY2018 Appropriations, and FY2017 Tax Rate

Action: Tom Judge will distribute material at  
the meeting.

# **Clarke County Board of Supervisors**

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## **Joint Administrative Services Board Update**

# **Clarke County Board of Supervisors**

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## **Government Projects Update**

# **Clarke County Board of Supervisors**

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## **Miscellaneous Items**



Board of Supervisors  
Summary of Required Actions Status Report

<i>Meeting/Letter Date</i>	<i>Item</i>	<i>Description</i>	<i>Responsibility</i>	<i>Status</i>	<i>Date Complete</i>
3/21/2017	2079	Process approved minutes.	Lora B. Walburn	Complete	3/22/2017
3/21/2017	2080	Process 2017-02R.	Lora B. Walburn	Complete	3/21/2017
3/21/2017	2081	Update appointment database and process notice of appointment	Lora B. Walburn	Complete	3/21/2017
3/21/2017	2082	Continue review on personnel policy.	David Ash	Ongoing; Added to 04/10 Personnel Committee and Work Session	4/5/2017
3/21/2017	2083	Refer review of financial thresholds of tax relief for the elderly and disabled to the Finance Committee for recommendation.	David Ash	Referred to Finance Committee	3/29/2017
3/21/2017	2084	Planning staff provide recommendation to Board following review of the Millwood parking issues.	Brandon Stidham	Meeting conducted	
3/21/2017	2085	Litter Committee status.	David Ash	DLA notified Alison Teetor, who will follow up with Supervisor Byrd	3/29/2017
3/21/2017	2086	Kohn property update.	Lisa Cooke	DLA notified	3/23/2017

Upon completion, please provide status update to Lora Walburn for database entry.  
April 18, 2017 Clarke County Board of Supervisors Regular Meeting Packet

4/10/2017  
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# **Clarke County Board of Supervisors**

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## **Board Member Committee Status Reports**

# Clarke County Board of Supervisors

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## **Closed Session** *[as necessary]*

# **Clarke County Board of Supervisors**

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## **Adjournment**

# **Clarke County Board of Supervisors**

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## **Reports:**

- 1. Building Department**
- 2. Commissioner of the Revenue**
- 3. Economic Development**
- 4. Fire & EMS**
- 5. Handley Regional Library**
- 6. Virginia Regional Transit**
- 7. Septage Tracking Report 2016**

04/05/2017 12:40  
2600acather

Clarke County  
PERMITS ISSUED ANALYSIS

P 1  
pipiarpt

DEPARTMENT: [Building Inspections](#)

PROJECT TYPE	PERMITS FROM 03/01/17 TO 03/31/17				PERMITS YEAR TO DATE			
	ISSUED	VOIDED	EST VALUE	FEES	ISSUED	VOIDED	EST VALUE	FEES
<a href="#">Residential Accessory</a>								
<a href="#">Residential Accessory</a>	2	0	89,490	952.76	5	0	198,570	1,903.44
<a href="#">Residential Electric</a>	1	0	0	81.60	3	0	0	229.50
PROJECT TOTALS	3	0	89,490	1,034.36	8	0	198,570	2,132.94
<a href="#">Residential Addition</a>								
<a href="#">Residential Building Addition</a>	1	0	27,036	124.09	2	0	108,144	746.38
<a href="#">Residential Electric</a>	0	0	0	.00	2	0	0	153.00
<a href="#">Residential Mechanical</a>	2	0	0	122.40	2	0	0	122.40
PROJECT TOTALS	3	0	27,036	246.49	6	0	108,144	1,021.78
<a href="#">Commercial Accessory</a>								
<a href="#">Commercial Building Addition</a>	2	0	638,700	4,051.64	4	0	639,750	4,674.04
<a href="#">Commercial Electric</a>	1	0	0	377.40	1	0	0	377.40
PROJECT TOTALS	3	0	638,700	4,429.04	5	0	639,750	5,051.44
<a href="#">Commercial Temporary Trailer</a>								
<a href="#">Commercial Electric</a>	0	0	0	.00	1	0	0	66.30
PROJECT TOTALS	0	0	0	.00	1	0	0	66.30
<a href="#">Residential Garage</a>								
<a href="#">Residential Garage</a>	1	0	53,836	497.11	2	0	137,956	1,133.22
<a href="#">Residential Electric</a>	2	0	0	137.70	4	0	0	321.30
<a href="#">Residential Mechanical</a>	0	0	0	.00	1	0	0	81.60
<a href="#">Residential Plumbing</a>	0	0	0	.00	1	0	0	81.60
PROJECT TOTALS	3	0	53,836	634.81	8	0	137,956	1,617.72
<a href="#">Residential New</a>								
<a href="#">Residential Building New</a>	5	0	1,714,313	10,987.70	15	0	6,428,086	35,213.51
<a href="#">Residential Electric-New</a>	5	0	0	.00	15	0	0	.00
<a href="#">Major Land Disturbance</a>	4	0	0	1,000.00	6	0	0	1,500.00
<a href="#">Residential Gas</a>	0	0	0	.00	2	0	0	81.60
<a href="#">Residential Mechanical-New</a>	5	0	0	.00	15	0	0	.00
<a href="#">Residential Plumbing-New</a>	5	0	0	.00	15	0	0	.00
PROJECT TOTALS	24	0	1,714,313	11,987.70	68	0	6,428,086	36,795.11
<a href="#">Commercial Remodel</a>								
<a href="#">Commercial Building Remodel</a>	2	0	40,500	347.90	6	0	2,602,510	12,311.53
<a href="#">Commercial Electric</a>	1	0	0	86.70	4	0	0	719.10
<a href="#">Residential Electric</a>	1	0	0	56.10	1	0	0	56.10
<a href="#">Commercial Gas</a>	1	0	0	61.20	1	0	0	61.20
<a href="#">Commercial Mechanical</a>	0	0	0	.00	1	0	0	1,336.20
<a href="#">Commercial Plumbing</a>	0	0	0	.00	1	0	0	963.90
<a href="#">Residential Plumbing</a>	1	0	0	71.40	1	0	0	71.40
PROJECT TOTALS	6	0	40,500	623.30	15	0	2,602,510	15,519.43

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DEPARTMENT: [Building Inspections](#)

PROJECT TYPE	PERMITS FROM 03/01/17 TO 03/31/17				PERMITS YEAR TO DATE			
	ISSUED	VOIDED	EST VALUE	FEES	ISSUED	VOIDED	EST VALUE	FEES
<a href="#">Residential Deck/Porch no Roof</a>	3	0	0	153.00	5	0	0	255.00
<a href="#">Deck or Porch w/o Roof</a>								
PROJECT TOTALS	3	0	0	153.00	5	0	0	255.00
<a href="#">Residential Deck/Porch w/Roof</a>	4	0	0	254.00	5	0	0	305.00
<a href="#">Deck/Porch with Roof</a>	0	0	0	.00	1	0	0	56.10
<a href="#">Residential Electric</a>								
PROJECT TOTALS	4	0	0	254.00	6	0	0	361.10
<a href="#">RESIDENTIAL REMODEL</a>								
<a href="#">Residential Building Remodel</a>	5	0	343,200	1,677.31	19	0	806,625	4,677.87
<a href="#">Commercial Electric</a>	0	0	0	.00	1	0	0	86.70
<a href="#">Residential Electric</a>	5	0	0	566.10	16	0	0	1,433.10
<a href="#">Residential Gas</a>	1	0	0	40.80	1	0	0	40.80
<a href="#">Residential Mechanical</a>	3	0	0	408.00	4	0	0	489.60
<a href="#">Commercial Plumbing</a>	0	0	0	.00	1	0	0	137.70
<a href="#">Residential Plumbing</a>	6	0	0	846.60	14	0	0	1,428.00
PROJECT TOTALS	20	0	343,200	3,538.81	56	0	806,625	8,293.77
<a href="#">Solar Array System</a>								
<a href="#">Residential Building Remodel</a>	0	0	0	.00	1	0	6,000	102.00
<a href="#">Deck or Porch w/o Roof</a>	1	0	0	51.00	1	0	0	51.00
<a href="#">Residential Electric</a>	1	0	0	66.30	2	0	0	183.60
PROJECT TOTALS	2	0	0	117.30	4	0	6,000	336.60
<a href="#">Demolition of Building</a>								
<a href="#">Demolition Permit</a>	1	0	0	51.00	5	0	0	255.00
<a href="#">Major Land Disturbance</a>	0	0	0	.00	1	0	0	250.00
PROJECT TOTALS	1	0	0	51.00	6	0	0	505.00
<a href="#">Commercial Cert of Occupancy</a>								
<a href="#">Comm Cert of Use &amp; Occ</a>	0	0	0	.00	1	0	0	61.20
<a href="#">Commercial Electric</a>	0	0	0	.00	1	0	0	61.20
<a href="#">Commercial Plumbing</a>	0	0	0	.00	1	0	0	91.80
PROJECT TOTALS	0	0	0	.00	3	0	0	214.20
<a href="#">Commercial Electric Permit</a>								
<a href="#">Commercial Electric</a>	1	0	0	66.30	1	0	0	66.30
PROJECT TOTALS	1	0	0	66.30	1	0	0	66.30
<a href="#">Residential Electric Permit</a>								
<a href="#">Residential Electric</a>	7	0	0	402.90	26	0	0	1,606.50
<a href="#">Residential Mechanical</a>	0	0	0	.00	1	0	0	81.60
PROJECT TOTALS	7	0	0	402.90	27	0	0	1,688.10

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DEPARTMENT: [Building Inspections](#)

PROJECT TYPE	PERMITS FROM 03/01/17 TO 03/31/17				PERMITS YEAR TO DATE			
	ISSUED	VOIDED	EST VALUE	FEES	ISSUED	VOIDED	EST VALUE	FEES
<a href="#">Commercial Gas Permit</a> <a href="#">Commercial Gas</a>	0	0	0	.00	1	0	0	61.20
PROJECT TOTALS	0	0	0	.00	1	0	0	61.20
<a href="#">Residential Gas Permit</a> <a href="#">Residential Gas</a>	2	0	0	81.60	10	0	0	413.10
PROJECT TOTALS	2	0	0	81.60	10	0	0	413.10
<a href="#">Land Disturbance</a> <a href="#">Major Land Disturbance</a>	3	0	0	250.00	4	0	0	500.00
PROJECT TOTALS	3	0	0	250.00	4	0	0	500.00
<a href="#">Commercial Mechanical Permit</a> <a href="#">Commercial Mechanical</a>	2	0	0	209.10	13	0	0	494.70
PROJECT TOTALS	2	0	0	209.10	13	0	0	494.70
<a href="#">Residential Mechanical Permit</a> <a href="#">Residential Electric</a> <a href="#">Residential Mechanical</a>	0 3	0 0	0 0	.00 244.80	1 7	0 0	0 0	56.10 653.60
PROJECT TOTALS	3	0	0	244.80	8	0	0	709.70
<a href="#">Residential Plumbing Permit</a> <a href="#">Residential Gas</a> <a href="#">Residential Plumbing</a>	1 1	0 0	0 0	40.80 81.60	1 2	0 0	0 0	40.80 122.40
PROJECT TOTALS	2	0	0	122.40	3	0	0	163.20
<a href="#">Swimming Pool In Ground</a> <a href="#">Residential Electric</a> <a href="#">Swimming Pool In Ground</a>	2 2	0 0	0 0	158.10 204.00	3 3	0 0	0 0	234.60 356.00
PROJECT TOTALS	4	0	0	362.10	6	0	0	590.60
DEPARTMENT TOTALS	96	0	2,907,075	24,809.01	264	0	10,927,641	76,857.29
REPORT TOTALS	96	0	2,907,075	24,809.01	264	0	10,927,641	76,857.29

\*\* 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 03/01/17 - 03/31/17	PERMITS YEAR TO DATE		
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	FEES
<a href="#">170058</a>		375 GUN BARREL RD <a href="#">RAY CLARK</a>			<a href="#">4530</a>			
B170058	<a href="#">BRA</a>	ISSUED	02/06/17	09/08/17	0	.00	34,200	356.98
E170058	<a href="#">ERL</a>	ISSUED	02/08/17	09/08/17	0	.00	0	102.00
APPLICATION TOTALS						.00		458.98
<a href="#">170071</a>		313 WALNUT ST <a href="#">COWGILL JOHN A &amp; MARILYN J</a>			<a href="#">1442</a>			
B170071	<a href="#">BRA</a>	ISSUED	02/17/17	08/23/17	0	.00	17,280	79.32
E170071	<a href="#">ERL</a>	ISSUED	02/21/17	08/23/17	0	.00	0	45.90
APPLICATION TOTALS						.00		125.22
<a href="#">170090</a>		140 SYCAMORE LN <a href="#">ATWELL JEFFREY A</a>			<a href="#">6143</a>			
B170090	<a href="#">BRA</a>	ISSUED	02/23/17	08/22/17	0	.00	57,600	514.38
APPLICATION TOTALS						.00		514.38
<a href="#">170108</a>		160 BELL HOLLOW LN <a href="#">RUSSELL BRIAN J &amp; STEPHANIE M</a>			<a href="#">5642</a>			
B170108	<a href="#">BRA</a>	ISSUED	03/10/17	09/06/17	28,800	332.19	28,800	332.19
E170108	<a href="#">ERL</a>	ISSUED	03/10/17	09/06/17	0	81.60	0	81.60
APPLICATION TOTALS						413.79		413.79
<a href="#">170135</a>		169 JOHN MOSBY HWY <a href="#">STEVE FLEMING</a>			<a href="#">7216</a>			
B170135	<a href="#">BRA</a>	ISSUED	03/21/17	09/17/17	60,690	620.57	60,690	620.57
APPLICATION TOTALS								620.57
PROJECT TOTALS					89,490	1,034.36	198,570	2,132.94

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Clarke County  
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DEPARTMENT: [Building Inspections](#)  
PROJECT : [Residential Addition](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE			PERMITS 03/01/17 - 03/31/17	PERMITS YEAR TO DATE			
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEEES	EST VALUE	FEEES	
<a href="#">160813</a>		3687 LORD FAIRFAX HWY <a href="#">EDMONDS SHAWN &amp; TUMIYEM SCHUBERT</a>			<a href="#">1213</a>				
B160813	<a href="#">BRAD</a>	ISSUED	01/05/17	08/09/17	0	.00	81,108	622.29	
APPLICATION TOTALS						.00		622.29	
<a href="#">160817</a>		30 STONEBRIER LN <a href="#">GRAY BENJAMIN J &amp; STEFANIE M</a>			<a href="#">224</a>				
E160817	<a href="#">ERL</a>	ISSUED	01/10/17	09/09/17	0	.00	0	56.10	
APPLICATION TOTALS						.00		56.10	
<a href="#">160829</a>		9116 JOHN MOSBY HWY <a href="#">GRUBBS PRESTON D</a>			<a href="#">4544</a>				
E160829	<a href="#">ERL</a>	ISSUED	02/21/17	08/23/17	0	.00	0	96.90	
M160829	<a href="#">Res Mech</a>	ISSUED	03/29/17	09/25/17	0	81.60	0	81.60	
APPLICATION TOTALS						81.60		178.50	
<a href="#">170142</a>		13 BEL VOI DR <a href="#">JACKSON DAVID A &amp; JOYCE A</a>			<a href="#">7514</a>				
B170142	<a href="#">BRAD</a>	ISSUED	03/21/17	09/17/17	27,036	124.09	27,036	124.09	
M170142	<a href="#">Res Mech</a>	ISSUED	03/21/17	09/17/17	0	40.80	0	40.80	
APPLICATION TOTALS									
PROJECT TOTALS						27,036	164.89	108,144	1,021.78

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Clarke County  
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DEPARTMENT: [Building Inspections](#)  
PROJECT : [Commercial Accessory](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE			PERMITS 03/01/17 - 03/31/17	PERMITS YEAR TO DATE			
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	FEES	
<a href="#">170017</a>		627 MOSBY BLVD <a href="#">SCHOOL BOARD OF CLARKE COUNTY</a>			<a href="#">1119</a>				
B170017	<a href="#">BCA</a>	ISSUED	01/10/17	07/09/17	0	.00	300	561.20	
APPLICATION TOTALS						.00		561.20	
<a href="#">170033</a>		25 JACK ENDERS BLVD <a href="#">BERRYVILLE GRAPHICS INC</a>			<a href="#">2245</a>				
B170033	<a href="#">BCA</a>	ISSUED	01/19/17	07/18/17	0	.00	750	61.20	
APPLICATION TOTALS						.00		61.20	
<a href="#">170159</a>		1526 LIONS LN <a href="#">NORTHERN VA LIONS YOUTH CAMP INC</a>			<a href="#">6973</a>				
B170159	<a href="#">BCA</a>	ISSUED	03/30/17	09/26/17	51,840	237.95	51,840	237.95	
APPLICATION TOTALS						237.95		237.95	
<a href="#">170162</a>		<a href="#">GIBSON MONTIE W JR &amp; PEARL E</a>			<a href="#">5673</a>				
B170162	<a href="#">BCA</a>	ISSUED	03/30/17	09/26/17	586,860	3,813.69	586,860	3,813.69	
E170162	<a href="#">Com Elctrc</a>	ISSUED	03/30/17	09/26/17	0	377.40	0	377.40	
APPLICATION TOTALS						4,191.09		4,191.09	
PROJECT TOTALS						638,700	4,429.04	639,750	5,051.44

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DEPARTMENT: [Building Inspections](#)  
PROJECT : [Commercial Temporary Trailer](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE			PERMITS 03/01/17 - 03/31/17		PERMITS YEAR TO DATE	
			ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	FEES
<a href="#">160843</a>	317 WEST MAIN ST <a href="#">CLARKE COUNTY PRIMARY SCHOOL</a>	<a href="#">1947</a>						
PERMIT NUMBER	TYPE	STATUS						
E160843	<a href="#">Com Elctrc</a>	ISSUED	02/02/17	08/03/17	0	.00	0	66.30
APPLICATION TOTALS						.00		66.30
PROJECT TOTALS					0	.00	0	66.30

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DEPARTMENT: [Building Inspections](#)  
PROJECT : [Residential Garage](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE			PERMITS 03/01/17 - 03/31/17	PERMITS YEAR TO DATE			
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEEES	EST VALUE	FEEES	
<a href="#">160800</a>		311 SOUTH CHURCH ST <a href="#">JOHNSON BROCK</a>			<a href="#">2244</a>				
E160800	<a href="#">ERL</a>	ISSUED	03/31/17	09/27/17	0	81.60	0	81.60	
APPLICATION TOTALS						81.60		81.60	
<a href="#">160807</a>		2247 PARSHALL RD <a href="#">HART JANE A</a>			<a href="#">5339</a>				
E160807	<a href="#">ERL</a>	ISSUED	01/09/17	07/08/17	0	.00	0	81.60	
APPLICATION TOTALS						.00		81.60	
<a href="#">170027</a>		182 AUBURN RD <a href="#">VANNESS GARY W &amp; NANCI L</a>			<a href="#">2651</a>				
B170027	<a href="#">BRG</a>	ISSUED	01/18/17	07/17/17	0	.00	84,120	636.11	
E170027	<a href="#">ERL</a>	ISSUED	01/18/17	07/17/17	0	.00	0	102.00	
M170027	<a href="#">Res Mech</a>	ISSUED	01/18/17	07/17/17	0	.00	0	81.60	
P170027	<a href="#">Res Plmbg</a>	ISSUED	01/18/17	07/17/17	0	.00	0	81.60	
APPLICATION TOTALS						.00		901.31	
<a href="#">170133</a>		4071 OLD CHARLES TOWN RD <a href="#">JAMES MARTZ</a>			<a href="#">7667</a>				
B170133	<a href="#">BRG</a>	ISSUED	03/17/17	09/13/17	53,836	497.11	53,836	497.11	
E170133	<a href="#">ERL</a>	ISSUED	03/17/17	09/13/17	0	56.10	0	56.10	
APPLICATION TOTALS						553.21		553.21	
PROJECT TOTALS						53,836	634.81	137,956	1,617.72



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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	FEE
P170041	<a href="#">Res Plmb N</a>	ISSUED	01/23/17 07/22/17	0	0	.00	0	.00
APPLICATION TOTALS						.00		2,104.40

<a href="#">170043</a>		425 WRIGHTS MILL RD <a href="#">FARMER DONNA K &amp; EDWARD A WHETZEL</a>		<a href="#">208</a>		PERMITS 03/01/17 - 03/31/17		PERMITS YEAR TO DATE	
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEE	EST VALUE	FEE	
B170043	<a href="#">BRN</a>	ISSUED	02/06/17	08/05/17	0	.00	340,987	1,565.13	
E170043	<a href="#">Res Elec N</a>	ISSUED	02/06/17	08/05/17	0	.00	0	.00	
M170043	<a href="#">Res Mech N</a>	ISSUED	02/06/17	08/05/17	0	.00	0	.00	
P170043	<a href="#">Res Plmb N</a>	ISSUED	02/06/17	08/05/17	0	.00	0	.00	
APPLICATION TOTALS						.00		1,565.13	

<a href="#">170044</a>		720 MCGUIRE CIR <a href="#">RICHMOND AMERICAN HOMES</a>		<a href="#">9132</a>		PERMITS 03/01/17 - 03/31/17		PERMITS YEAR TO DATE	
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEE	EST VALUE	FEE	
B170044	<a href="#">BRN</a>	ISSUED	01/23/17	07/22/17	0	.00	463,916	2,129.37	
E170044	<a href="#">Res Elec N</a>	ISSUED	01/23/17	07/22/17	0	.00	0	.00	
M170044	<a href="#">Res Mech N</a>	ISSUED	01/23/17	07/22/17	0	.00	0	.00	
P170044	<a href="#">Res Plmb N</a>	ISSUED	01/23/17	07/22/17	0	.00	0	.00	
APPLICATION TOTALS						.00		2,129.37	

<a href="#">170047</a>		1980 TRIPLE J RD <a href="#">LEMARR RONALD L &amp; SUSAN D</a>		<a href="#">9246</a>		PERMITS 03/01/17 - 03/31/17		PERMITS YEAR TO DATE	
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEE	EST VALUE	FEE	
B170047	<a href="#">BRN</a>	ISSUED	02/02/17	08/01/17	0	.00	553,653	3,163.27	
E170047	<a href="#">Res Elec N</a>	ISSUED	02/02/17	08/01/17	0	.00	0	.00	
L170047	<a href="#">MAJOR LAND</a>	ISSUED	02/02/17	08/01/17	0	.00	0	250.00	
M170047	<a href="#">Res Mech N</a>	ISSUED	02/02/17	08/01/17	0	.00	0	.00	
P170047	<a href="#">Res Plmb N</a>	ISSUED	02/02/17	08/01/17	0	.00	0	.00	
APPLICATION TOTALS						.00		3,413.27	

<a href="#">170057</a>		375 GUN BARREL RD <a href="#">RAY CLARK</a>		<a href="#">4530</a>		PERMITS 03/01/17 - 03/31/17		PERMITS YEAR TO DATE	
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEE	EST VALUE	FEE	
B170057	<a href="#">BRN</a>	ISSUED	02/06/17	09/08/17	0	.00	639,921	3,457.23	
E170057	<a href="#">Res Elec N</a>	ISSUED	02/06/17	09/08/17	0	.00	0	.00	
M170057	<a href="#">Res Mech N</a>	ISSUED	02/06/17	09/08/17	0	.00	0	.00	
P170057	<a href="#">Res Plmb N</a>	ISSUED	02/06/17	09/08/17	0	.00	0	.00	
APPLICATION TOTALS						.00		3,457.23	

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Clarke County  
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DEPARTMENT: [Building Inspections](#)  
PROJECT : [Residential New](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE			PERMITS 03/01/17 - 03/31/17	PERMITS YEAR TO DATE
			EST VALUE	FEES	EST VALUE	FEES
<a href="#">170076</a>	559 GRANDDADDY LN <a href="#">LCT LLC</a>	<a href="#">9341</a>				
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEES
B170076	<a href="#">BRN</a>	ISSUED	02/16/17	09/15/17	0	.00
E170076	<a href="#">Res Elec N</a>	ISSUED	02/16/17	09/15/17	0	.00
M170076	<a href="#">Res Mech N</a>	ISSUED	02/16/17	09/15/17	0	.00
P170076	<a href="#">Res Plmb N</a>	ISSUED	02/16/17	09/15/17	0	.00
APPLICATION TOTALS					.00	3,504.93
<a href="#">170087</a>	733 MCGUIRE CIR <a href="#">RICHMOND AMERICAN HOMES</a>	<a href="#">9099</a>				
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEES
B170087	<a href="#">BRN</a>	ISSUED	02/27/17	08/26/17	0	.00
E170087	<a href="#">Res Elec N</a>	ISSUED	02/27/17	08/26/17	0	.00
M170087	<a href="#">Res Mech N</a>	ISSUED	02/27/17	08/26/17	0	.00
P170087	<a href="#">Res Plmb N</a>	ISSUED	02/27/17	08/26/17	0	.00
APPLICATION TOTALS					.00	1,590.37
<a href="#">170088</a>	713 MCGUIRE CIR <a href="#">RICHMOND AMERICAN HOMES</a>	<a href="#">9094</a>				
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEES
B170088	<a href="#">BRN</a>	ISSUED	02/27/17	08/26/17	0	.00
E170088	<a href="#">Res Elec N</a>	ISSUED	02/27/17	08/26/17	0	.00
M170088	<a href="#">Res Mech N</a>	ISSUED	02/27/17	08/26/17	0	.00
P170088	<a href="#">Res Plmb N</a>	ISSUED	02/27/17	08/26/17	0	.00
APPLICATION TOTALS					.00	3,107.84
<a href="#">170122</a>	78 BURCH LN <a href="#">LYNN GRINNA</a>	<a href="#">6106</a>				
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEES
B170122	<a href="#">BRN</a>	ISSUED	03/10/17	09/06/17	359,133	2,272.22
E170122	<a href="#">Res Elec N</a>	ISSUED	03/10/17	09/06/17	0	.00
L170122	<a href="#">MAJOR LAND</a>	ISSUED	03/10/17	09/06/17	0	250.00
M170122	<a href="#">Res Mech N</a>	ISSUED	03/10/17	09/06/17	0	.00
P170122	<a href="#">Res Plmb N</a>	ISSUED	03/10/17	09/06/17	0	.00
APPLICATION TOTALS					2,522.22	2,522.22
<a href="#">170124</a>	888 TRAPP HILL RD <a href="#">BERNARD THOMPSON</a>	<a href="#">1218</a>				



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PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 03/01/17 - 03/31/17 EST VALUE	PERMITS 03/01/17 - 03/31/17 FEES	PERMITS YEAR TO DATE EST VALUE	PERMITS YEAR TO DATE FEES
DEPARTMENT: <a href="#">Building Inspections</a>								
PROJECT : <a href="#">Residential New</a>								
DETAIL								
APPLICATION REF	LOCATION OWNER		PARCEL CODE					
B170124	<a href="#">BRN</a>	ISSUED	03/13/17	09/09/17	366,994	2,308.30	366,994	2,308.30
E170124	<a href="#">Res Elec N</a>	ISSUED	03/13/17	09/09/17	0	.00	0	.00
L170124	<a href="#">MAJOR LAND</a>	ISSUED	03/13/17	09/09/17	0	250.00	0	250.00
M170124	<a href="#">Res Mech N</a>	ISSUED	03/13/17	09/09/17	0	.00	0	.00
P170124	<a href="#">Res Plmb N</a>	ISSUED	03/13/17	09/09/17	0	.00	0	.00
APPLICATION TOTALS						2,558.30		2,558.30

[170125](#) 1725 MOUNT CARMEL RD [6225](#)  
[LICKING VALLEY CONSTRUCTION CORP](#)

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 03/01/17 - 03/31/17 EST VALUE	PERMITS 03/01/17 - 03/31/17 FEES	PERMITS YEAR TO DATE EST VALUE	PERMITS YEAR TO DATE FEES
B170125	<a href="#">BRN</a>	ISSUED	03/16/17	09/12/17	357,736	2,265.81	357,736	2,265.81
E170125	<a href="#">Res Elec N</a>	ISSUED	03/16/17	09/12/17	0	.00	0	.00
L170125	<a href="#">MAJOR LAND</a>	ISSUED	03/16/17	09/12/17	0	250.00	0	250.00
M170125	<a href="#">Res Mech N</a>	ISSUED	03/16/17	09/12/17	0	.00	0	.00
P170125	<a href="#">Res Plmb N</a>	ISSUED	03/16/17	09/12/17	0	.00	0	.00
APPLICATION TOTALS						2,515.81		2,515.81

[170136](#) 3143 CASTLEMAN RD [2620](#)  
[LSM MANAGEMENT LLC](#)

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 03/01/17 - 03/31/17 EST VALUE	PERMITS 03/01/17 - 03/31/17 FEES	PERMITS YEAR TO DATE EST VALUE	PERMITS YEAR TO DATE FEES
B170136	<a href="#">BRN</a>	ISSUED	03/22/17	09/18/17	353,815	2,247.81	353,815	2,247.81
E170136	<a href="#">Res Elec N</a>	ISSUED	03/22/17	09/18/17	0	.00	0	.00
L170136	<a href="#">MAJOR LAND</a>	ISSUED	03/22/17	09/18/17	0	250.00	0	250.00
M170136	<a href="#">Res Mech N</a>	ISSUED	03/22/17	09/18/17	0	.00	0	.00
P170136	<a href="#">Res Plmb N</a>	ISSUED	03/22/17	09/18/17	0	.00	0	.00
APPLICATION TOTALS						2,497.81		2,497.81

[170138](#) 4440 EBENEZER RD [6399](#)  
[BEN SIMS](#)

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 03/01/17 - 03/31/17 EST VALUE	PERMITS 03/01/17 - 03/31/17 FEES	PERMITS YEAR TO DATE EST VALUE	PERMITS YEAR TO DATE FEES	
B170138	<a href="#">BRN</a>	ISSUED	03/20/17	09/16/17	276,635	1,893.56	276,635	1,893.56	
E170138	<a href="#">Res Elec N</a>	ISSUED	03/20/17	09/16/17	0	.00	0	.00	
M170138	<a href="#">Res Mech N</a>	ISSUED	03/20/17	09/16/17	0	.00	0	.00	
P170138	<a href="#">Res Plmb N</a>	ISSUED	03/20/17	09/16/17	0	.00	0	.00	
APPLICATION TOTALS						1,893.56		1,893.56	
PROJECT TOTALS						1,714,313	11,987.70	6,428,086	36,795.11

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DEPARTMENT: [Building Inspections](#)  
PROJECT : [Commercial Remodel](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE			PERMITS 03/01/17 - 03/31/17	PERMITS YEAR TO DATE
			EST VALUE	FEEES	EST VALUE	FEEES
<a href="#">170010</a>	<a href="#">317 WEST MAIN ST CLARKE COUNTY PRIMARY SCHOOL</a>	<a href="#">1947</a>				
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 03/01/17 - 03/31/17	PERMITS YEAR TO DATE
B170010	<a href="#">BCR</a>	ISSUED	01/09/17	09/08/17	EST VALUE	FEEES
E170010	<a href="#">Com Elctrc</a>	ISSUED	02/16/17	09/08/17	0	2,505,760
M170010	<a href="#">Com Mech</a>	ISSUED	01/12/17	09/08/17	0	0
P170010	<a href="#">Com Plmbg</a>	ISSUED	01/12/17	09/08/17	0	0
APPLICATION TOTALS					.00	14,301.34
<a href="#">170021</a>	<a href="#">225 AL SMITH CIR BOARD OF SUPERVISORS</a>	<a href="#">1056</a>				
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 03/01/17 - 03/31/17	PERMITS YEAR TO DATE
B170021	<a href="#">BCR</a>	ISSUED	01/18/17	08/13/17	EST VALUE	FEEES
E170021	<a href="#">Com Elctrc</a>	ISSUED	02/06/17	08/13/17	0	0
APPLICATION TOTALS					.00	168.30
<a href="#">170055</a>	<a href="#">MOUNT CARMEL METHODIST CHURCH</a>	<a href="#">7165</a>				
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 03/01/17 - 03/31/17	PERMITS YEAR TO DATE
B170055	<a href="#">BCR</a>	ISSUED	02/02/17	08/21/17	EST VALUE	FEEES
APPLICATION TOTALS					.00	102.00
<a href="#">170073</a>	<a href="#">11 EAST MAIN ST ONE EAST MAIN LLC</a>	<a href="#">2115</a>				
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 03/01/17 - 03/31/17	PERMITS YEAR TO DATE
B170073	<a href="#">BCR</a>	ISSUED	02/14/17	09/13/17	EST VALUE	FEEES
E170073	<a href="#">Com Elctrc</a>	ISSUED	02/14/17	09/13/17	0	56,250
G170073	<a href="#">Com Gas</a>	ISSUED	03/06/17	09/13/17	0	0
APPLICATION TOTALS					61.20	385.69
<a href="#">170127</a>	<a href="#">23 WEST MAIN ST KENNY WILLIAMS CONSTRUCTION INC</a>	<a href="#">8517</a>				
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 03/01/17 - 03/31/17	PERMITS YEAR TO DATE
B170127	<a href="#">BCR</a>	ISSUED	03/17/17	09/13/17	EST VALUE	FEEES
E170127	<a href="#">ERL</a>	ISSUED	03/20/17	09/16/17	0	0
P170127	<a href="#">Res Plmbg</a>	ISSUED	03/20/17	09/16/17	0	0
APPLICATION TOTALS					102.00	102.00
					56.10	56.10
					71.40	71.40

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 APPLICATION TOTALS

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DEPARTMENT: [Building Inspections](#)  
 PROJECT : [Commercial Remodel](#)

DETAIL

APPLICATION REF                      LOCATION OWNER                      PARCEL CODE

[170147](#)                      2037 MILLWOOD RD  
[PHYLISS NEE](#)

[6167](#)

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 03/01/17 - 03/31/17		PERMITS YEAR TO DATE	
					EST VALUE	FEES	EST VALUE	FEES
B170147	<a href="#">BCR</a>	ISSUED	03/22/17	09/18/17	40,500	245.90	40,500	245.90
E170147	<a href="#">Com Elctrc</a>	ISSUED	03/22/17	09/18/17	0	86.70	0	86.70
APPLICATION TOTALS						332.60		332.60
PROJECT TOTALS					40,500	623.30	2,602,510	15,519.43

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DEPARTMENT: [Building Inspections](#)

PROJECT : [Residential Deck/Porch no Roof](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE			PERMITS 03/01/17 - 03/31/17	PERMITS YEAR TO DATE			
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	FEES	
<a href="#">170026</a>		754 MCGUIRE CIR <a href="#">MIKE HUFF</a>			<a href="#">9139</a>				
B170026	<a href="#">Deck</a>	ISSUED	02/01/17	07/31/17	0	.00	0	51.00	
APPLICATION TOTALS						.00		51.00	
<a href="#">170061</a>		787 MCGUIRE CIR <a href="#">MAHMUT ERGEN</a>			<a href="#">9112</a>				
B170061	<a href="#">Deck</a>	ISSUED	02/08/17	08/07/17	0	.00	0	51.00	
APPLICATION TOTALS						.00		51.00	
<a href="#">170140</a>		20615 BLUE RIDGE MTN RD <a href="#">TOM RATH</a>			<a href="#">6573</a>				
B170140	<a href="#">Deck</a>	ISSUED	03/21/17	10/03/17	0	51.00	0	51.00	
APPLICATION TOTALS						51.00		51.00	
<a href="#">170144</a>		560 HONEY LN <a href="#">MAN FAN &amp; YANG BIN</a>			<a href="#">389</a>				
B170144	<a href="#">Deck</a>	ISSUED	03/21/17	09/17/17	0	51.00	0	51.00	
APPLICATION TOTALS						51.00		51.00	
<a href="#">170166</a>		207 RICE ST <a href="#">ANNA MAE HAYDEN</a>			<a href="#">1319</a>				
B170166	<a href="#">Deck</a>	ISSUED	03/31/17	09/27/17	0	51.00	0	51.00	
APPLICATION TOTALS						51.00		51.00	
PROJECT TOTALS						0	153.00	0	255.00

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DEPARTMENT: [Building Inspections](#)  
PROJECT : [Residential Deck/Porch w/Roof](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE			PERMITS 03/01/17 - 03/31/17	PERMITS YEAR TO DATE		
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	FEES
<a href="#">160841</a>		775 MCGUIRE CIR <a href="#">DICK SMALL</a>			<a href="#">9109</a>			
E160841	<a href="#">ERL</a>	ISSUED	01/19/17	07/23/17	0	.00	0	56.10
APPLICATION TOTALS						.00		56.10
<a href="#">170003</a>		137 ROSEVILLE CT <a href="#">SZYMKOWIAK ALAN R</a>			<a href="#">8998</a>			
B170003	<a href="#">Deck w Rf</a>	ISSUED	01/09/17	07/08/17	0	.00	0	51.00
APPLICATION TOTALS						.00		51.00
<a href="#">170105</a>		2371 PARSHALL RD <a href="#">HAMER JANET ERNST</a>			<a href="#">5338</a>			
B170105	<a href="#">Deck w Rf</a>	ISSUED	03/07/17	09/03/17	0	51.00	0	51.00
APPLICATION TOTALS						51.00		51.00
<a href="#">170107</a>		477 PINE GROVE RD <a href="#">MILLER JAMES F &amp; CARLA D</a>			<a href="#">5505</a>			
B170107	<a href="#">Deck w Rf</a>	ISSUED	03/10/17	09/13/17	0	51.00	0	51.00
APPLICATION TOTALS						51.00		51.00
<a href="#">170130</a>		104 ROSEVILLE CT <a href="#">MYER JOSEPH F &amp; TAMARA B</a>			<a href="#">9012</a>			
B170130	<a href="#">Deck w Rf</a>	ISSUED	03/27/17	09/23/17	0	51.00	0	51.00
APPLICATION TOTALS						51.00		51.00
<a href="#">170157</a>		3968 CALMES NECK LN <a href="#">TORCZON RICHARD L JR &amp; ANDREA G</a>			<a href="#">6289</a>			
B170157	<a href="#">Deck w Rf</a>	ISSUED	03/28/17	09/24/17	0	101.00	0	101.00

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DEPARTMENT: [Building Inspections](#)  
PROJECT : [Residential Deck/Porch w/Roof](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE			
APPLICATION TOTALS				101.00	101.00
PROJECT TOTALS		0	254.00	0	361.10

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DEPARTMENT: [Building Inspections](#)  
PROJECT : [RESIDENTIAL REMODEL](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE			PERMITS 03/01/17 - 03/31/17		PERMITS YEAR TO DATE	
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	FEES
<a href="#">160819</a>	<a href="#">312 JOSEPHINE ST SLAUGHTER EDITH L</a>				<a href="#">2268</a>			
E160819	<a href="#">ERL</a>	ISSUED	01/18/17	07/17/17	0	.00	0	56.10
P160819	<a href="#">Res Plmbg</a>	ISSUED	01/18/17	07/17/17	0	.00	0	91.80
APPLICATION TOTALS					.00		147.90	
<a href="#">160860</a>	<a href="#">529 SOUTH CHURCH ST PEACE WILLIAM K &amp; CONSTANCE L</a>				<a href="#">8885</a>			
B160860	<a href="#">BRR</a>	ISSUED	01/03/17	07/02/17	0	.00	75,000	344.25
E160860	<a href="#">ERL</a>	ISSUED	01/03/17	07/02/17	0	.00	0	56.10
P160860	<a href="#">Res Plmbg</a>	ISSUED	01/03/17	07/02/17	0	.00	0	71.40
APPLICATION TOTALS					.00		471.75	
<a href="#">170004</a>	<a href="#">3269 BISHOP MEADE RD HILLERSON JAY A &amp;</a>				<a href="#">4960</a>			
B170004	<a href="#">BRR</a>	ISSUED	01/05/17	09/09/17	0	.00	60,000	476.40
E170004	<a href="#">ERL</a>	ISSUED	02/24/17	09/09/17	0	.00	0	45.90
P170004	<a href="#">Res Plmbg</a>	ISSUED	03/28/17	09/24/17	0	91.80	0	91.80
APPLICATION TOTALS					91.80		614.10	
<a href="#">170012</a>	<a href="#">114 EAST MAIN ST TUCKER LAURA GOFORTH</a>				<a href="#">1536</a>			
B170012	<a href="#">BRR</a>	ISSUED	01/10/17	07/09/17	0	.00	30,000	137.70
APPLICATION TOTALS					.00		137.70	
<a href="#">170025</a>	<a href="#">3347 SENSENY RD MARKLEY BRUCE L &amp; SUSAN L</a>				<a href="#">945</a>			
B170025	<a href="#">BRR</a>	ISSUED	01/12/17	08/28/17	0	.00	40,500	185.90
E170025	<a href="#">ERL</a>	ISSUED	01/18/17	08/28/17	0	.00	0	56.10
APPLICATION TOTALS					.00		242.00	

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PERMITS ISSUED ANALYSIS  
1040 KENNEL RD  
FERRELL BRIAN E

6934

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PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 03/01/17 - 03/31/17 EST VALUE	PERMITS 03/01/17 - 03/31/17 FEES	PERMITS YEAR TO DATE EST VALUE	PERMITS YEAR TO DATE FEES
DEPARTMENT: <a href="#">Building Inspections</a>								
PROJECT : <a href="#">RESIDENTIAL REMODEL</a>								
DETAIL								
APPLICATION REF		LOCATION			PARCEL CODE			
B170032	<a href="#">BRR</a>	ISSUED	01/19/17	07/18/17	0	.00	0	102.00
APPLICATION TOTALS						.00		102.00

[170038](#) 117 EAST MAIN ST  
[AL ATTAR REAL ESTATE HOLDING, LLC](#) 2160

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 03/01/17 - 03/31/17 EST VALUE	PERMITS 03/01/17 - 03/31/17 FEES	PERMITS YEAR TO DATE EST VALUE	PERMITS YEAR TO DATE FEES
B170038	<a href="#">BRR</a>	ISSUED	01/20/17	08/23/17	0	.00	0	102.00
E170038	<a href="#">Com Elctrc</a>	ISSUED	01/20/17	08/23/17	0	.00	0	86.70
P170038	<a href="#">Com Plmbg</a>	ISSUED	01/20/17	08/23/17	0	.00	0	137.70
APPLICATION TOTALS						.00		326.40

[170039](#) 158 BEYDLER LN  
[SHETTER WILLIAM B & PAMELA P](#) 8350

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 03/01/17 - 03/31/17 EST VALUE	PERMITS 03/01/17 - 03/31/17 FEES	PERMITS YEAR TO DATE EST VALUE	PERMITS YEAR TO DATE FEES
B170039	<a href="#">BRR</a>	ISSUED	01/23/17	09/29/17	0	.00	0	102.00
E170039	<a href="#">ERL</a>	ISSUED	02/10/17	09/29/17	0	.00	0	132.60
P170039	<a href="#">Res Plmbg</a>	ISSUED	02/23/17	09/29/17	0	.00	0	81.60
APPLICATION TOTALS						.00		316.20

[170051](#) 169 JOHN MOSBY HWY  
[STEVE FLEMING](#) 7216

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 03/01/17 - 03/31/17 EST VALUE	PERMITS 03/01/17 - 03/31/17 FEES	PERMITS YEAR TO DATE EST VALUE	PERMITS YEAR TO DATE FEES
B170051	<a href="#">BRR</a>	ISSUED	02/01/17	07/31/17	0	.00	0	102.00
E170051	<a href="#">ERL</a>	ISSUED	03/27/17	09/23/17	0	188.70	0	188.70
APPLICATION TOTALS						188.70		290.70

[170072](#) 2468 MOUNT CARMEL RD  
[RIPLEY DAMIAN C & DEVON L BOWDEN](#) 6354

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 03/01/17 - 03/31/17 EST VALUE	PERMITS 03/01/17 - 03/31/17 FEES	PERMITS YEAR TO DATE EST VALUE	PERMITS YEAR TO DATE FEES
B170072	<a href="#">BRR</a>	ISSUED	02/16/17	08/15/17	0	.00	9,600	102.00
E170072	<a href="#">ERL</a>	ISSUED	02/16/17	08/15/17	0	.00	0	56.10
E170071-2	<a href="#">ERL</a>	ISSUED	02/27/17	08/26/17	0	.00	0	45.90
P170072	<a href="#">Res Plmbg</a>	ISSUED	02/16/17	08/15/17	0	.00	0	61.20
APPLICATION TOTALS						.00		265.20





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DEPARTMENT: [Building Inspections](#)  
PROJECT : [RESIDENTIAL REMODEL](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE	ISSUED	EXPIRES	EST VALUE	FEES	PERMITS YEAR TO DATE EST VALUE	PERMITS YEAR TO DATE FEES
E170098	<a href="#">ERL</a> ISSUED		02/28/17	08/27/17	0	.00	0	96.90
M170098	<a href="#">Res Mech</a> ISSUED		02/28/17	08/27/17	0	.00	0	81.60
P170098	<a href="#">Res Plmbg</a> ISSUED		02/28/17	08/27/17	0	.00	0	81.60
APPLICATION TOTALS						.00		483.87

[170106](#) 200 EAST MAIN ST  
[CAROL CAPPS](#)

[1587](#)

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 03/01/17 - 03/31/17 EST VALUE	PERMITS 03/01/17 - 03/31/17 FEES	PERMITS YEAR TO DATE EST VALUE	PERMITS YEAR TO DATE FEES
B170106	<a href="#">BRR</a>	ISSUED	03/24/17	09/20/17	103,950	477.14	103,950	477.14
E170106	<a href="#">ERL</a>	ISSUED	03/24/17	09/20/17	0	96.90	0	96.90
M170106	<a href="#">Res Mech</a>	ISSUED	03/24/17	09/20/17	0	163.20	0	163.20
P170106	<a href="#">Res Plmbg</a>	ISSUED	03/24/17	09/20/17	0	193.80	0	193.80
APPLICATION TOTALS						931.04		931.04

[170128](#) 201 WINDWOOD LN  
[JUSTIN MOYER](#)

[7393](#)

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 03/01/17 - 03/31/17 EST VALUE	PERMITS 03/01/17 - 03/31/17 FEES	PERMITS YEAR TO DATE EST VALUE	PERMITS YEAR TO DATE FEES
B170128	<a href="#">BRR</a>	ISSUED	03/15/17	09/11/17	67,500	309.83	67,500	309.83
E170128	<a href="#">ERL</a>	ISSUED	03/15/17	09/11/17	0	56.10	0	56.10
P170128	<a href="#">Res Plmbg</a>	ISSUED	03/15/17	09/11/17	0	51.00	0	51.00
APPLICATION TOTALS						416.93		416.93

[170132](#) POOL JOSEPH DAVID & MARTHA H

[8171](#)

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 03/01/17 - 03/31/17 EST VALUE	PERMITS 03/01/17 - 03/31/17 FEES	PERMITS YEAR TO DATE EST VALUE	PERMITS YEAR TO DATE FEES
B170132	<a href="#">BRR</a>	ISSUED	03/20/17	09/16/17	87,750	402.78	87,750	402.78
E170132	<a href="#">ERL</a>	ISSUED	03/21/17	09/17/17	0	56.10	0	56.10
P170132	<a href="#">Res Plmbg</a>	ISSUED	03/21/17	09/17/17	0	102.00	0	102.00
APPLICATION TOTALS						560.88		560.88

[170145](#) 19548 BLUE RIDGE MTN RD  
[MARK STIVERS](#)

[6578](#)

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 03/01/17 - 03/31/17 EST VALUE	PERMITS 03/01/17 - 03/31/17 FEES	PERMITS YEAR TO DATE EST VALUE	PERMITS YEAR TO DATE FEES
B170145	<a href="#">BRR</a>	ISSUED	03/21/17	09/17/17	84,000	385.56	84,000	385.56
E170145	<a href="#">ERL</a>	ISSUED	03/21/17	09/17/17	0	168.30	0	168.30
M170145	<a href="#">Res Mech</a>	ISSUED	03/21/17	09/17/17	0	163.20	0	163.20
P170145	<a href="#">Res Plmbg</a>	ISSUED	03/21/17	09/17/17	0	214.20	0	214.20
APPLICATION TOTALS						931.26		931.26

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Clarke County  
 PERMITS ISSUED ANALYSIS  
 207 SWAN AVE  
 MAPLES CARL H & PATRICIA K

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PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 03/01/17 - 03/31/17 EST VALUE	PERMITS 03/01/17 - 03/31/17 FEES	PERMITS YEAR TO DATE EST VALUE	PERMITS YEAR TO DATE FEES
DEPARTMENT: <a href="#">Building Inspections</a>								
PROJECT : <a href="#">RESIDENTIAL REMODEL</a>								
DETAIL								
APPLICATION REF		LOCATION			PARCEL CODE			
B170155	<a href="#">BRR</a>	OWNER ISSUED	03/24/17	09/20/17	0	102.00	0	102.00
APPLICATION TOTALS						102.00		102.00
PROJECT TOTALS					343,200	3,538.81	806,625	8,293.77

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DEPARTMENT: [Building Inspections](#)  
PROJECT : [Solar Array System](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE			PERMITS 03/01/17 - 03/31/17		PERMITS YEAR TO DATE		
			ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	FEES	
<a href="#">170081</a>	375 DOUBLE WOOD LN <a href="#">WRIGHT PAMELA M TRUSTEE</a>	<a href="#">8570</a>							
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	FEES	
B170081	<a href="#">BRR</a>	ISSUED	02/17/17	08/16/17	0	.00	6,000	102.00	
E170081	<a href="#">ERL</a>	ISSUED	02/17/17	08/16/17	0	.00	0	117.30	
APPLICATION TOTALS						.00		219.30	
<a href="#">170146</a>	281 VISTA LN <a href="#">SCHMICK LEON H JR &amp; BLANCA CORREA</a>	<a href="#">7893</a>							
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	FEES	
B170146	<a href="#">Deck</a>	ISSUED	03/22/17	09/18/17	0	51.00	0	51.00	
E170146	<a href="#">ERL</a>	ISSUED	03/22/17	09/18/17	0	66.30	0	66.30	
APPLICATION TOTALS						117.30		117.30	
PROJECT TOTALS						0	117.30	6,000	336.60

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DEPARTMENT: [Building Inspections](#)  
PROJECT : [Demolition of Building](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE			PERMITS 03/01/17 - 03/31/17		PERMITS YEAR TO DATE	
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	FEES
<a href="#">170023</a>	<a href="#">3125 CASTLEMAN RD BETHEL BAPTIST CHURCH</a>				<a href="#">2622</a>			
B170023	<a href="#">Demolition</a>	ISSUED	01/12/17	07/11/17	0	.00	0	51.00
APPLICATION TOTALS						.00	51.00	
<a href="#">170029</a>	<a href="#">BURWELL CEMETERY INC</a>				<a href="#">4965</a>			
B170029	<a href="#">Demolition</a>	ISSUED	01/17/17	07/16/17	0	.00	0	51.00
L170029	<a href="#">MAJOR LAND</a>	ISSUED	01/17/17	07/16/17	0	.00	0	250.00
APPLICATION TOTALS						.00	301.00	
<a href="#">170054</a>	<a href="#">188 CANNON BALL RD DAVIS GREGORY &amp; JOANN CORNWELL</a>				<a href="#">2447</a>			
B170054	<a href="#">Demolition</a>	ISSUED	02/02/17	08/07/17	0	.00	0	51.00
APPLICATION TOTALS						.00	51.00	
<a href="#">170059</a>	<a href="#">3449 LOCKES MILL RD MILLER JOHN U JR</a>				<a href="#">5250</a>			
B170059	<a href="#">Demolition</a>	ISSUED	02/07/17	08/06/17	0	.00	0	51.00
APPLICATION TOTALS						.00	51.00	
<a href="#">170126</a>	<a href="#">211 SWAN AVE SLATTERY NORMA</a>				<a href="#">1964</a>			
B170126	<a href="#">Demolition</a>	ISSUED	03/10/17	09/06/17	0	51.00	0	51.00
APPLICATION TOTALS						51.00	51.00	
PROJECT TOTALS						0	505.00	

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DEPARTMENT: [Building Inspections](#)  
PROJECT : [Commercial Cert of Occupancy](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE			PERMITS 03/01/17 - 03/31/17		PERMITS YEAR TO DATE	
			ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	FEES
<a href="#">170030</a>	24 WEST MAIN ST <a href="#">OAKWOOD FARMS BERRYVILLE LLC</a>	<a href="#">1516</a>						
CO170030	<a href="#">Comm CUO</a>		01/18/17		0	.00	0	61.20
E170030	<a href="#">Com Elctrc</a>		01/18/17	07/26/17	0	.00	0	61.20
P170030	<a href="#">Com Plmbg</a>		01/18/17	07/26/17	0	.00	0	91.80
APPLICATION TOTALS						.00		214.20
PROJECT TOTALS					0	.00	0	214.20

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DEPARTMENT: [Building Inspections](#)  
PROJECT : [Commercial Electric Permit](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE			PERMITS 03/01/17 - 03/31/17		PERMITS YEAR TO DATE	
			ISSUED	EXPIRES	EST VALUE	FEEES	EST VALUE	FEEES
<a href="#">170139</a>	418 FIRST ST <a href="#">DOUGLAS LEAMON M JR &amp; MARY ELLEN</a>	<a href="#">1907</a>			0	66.30	0	66.30
PERMIT NUMBER	TYPE	STATUS						
E170139	<a href="#">Com Elctrc</a>	ISSUED	03/20/17	09/16/17				
APPLICATION TOTALS						66.30		66.30
PROJECT TOTALS					0	66.30	0	66.30

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DEPARTMENT: [Building Inspections](#)  
PROJECT : [Residential Electric Permit](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE			PERMITS 03/01/17 - 03/31/17	PERMITS YEAR TO DATE		
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	FEES
<a href="#">170002</a>		<a href="#">121 WEST MAIN ST DEAN ANNE B</a>			<a href="#">4697</a>			
E170002	<a href="#">ERL</a>	ISSUED	01/03/17	08/06/17	0	.00	0	56.10
APPLICATION TOTALS						.00		56.10
<a href="#">170005</a>		<a href="#">289 HONEYSUCKLE LN WOODLANDS ENTERPRISES</a>			<a href="#">3252</a>			
E170005	<a href="#">ERL</a>	ISSUED	01/04/17	07/03/17	0	.00	0	40.80
APPLICATION TOTALS						.00		40.80
<a href="#">170006</a>		<a href="#">17 LINCOLN AVE SURFACE RICHARD W &amp; VICTORIA S</a>			<a href="#">1952</a>			
E170006	<a href="#">ERL</a>	ISSUED	01/04/17	07/03/17	0	.00	0	40.80
APPLICATION TOTALS						.00		40.80
<a href="#">170007</a>		<a href="#">432 RETREAT RD STEVE MACINTOSH</a>			<a href="#">5482</a>			
E170007	<a href="#">ERL</a>	ISSUED	01/04/17	07/03/17	0	.00	0	66.30
APPLICATION TOTALS						.00		66.30
<a href="#">170014</a>		<a href="#">117 WALNUT HALL LN WALNUT HALL FARM LLC</a>			<a href="#">4917</a>			
E170014	<a href="#">ERL</a>	ISSUED	01/09/17	07/08/17	0	.00	0	45.90
APPLICATION TOTALS						.00		45.90
<a href="#">170015</a>		<a href="#">116 CLARKE LN ILLIANO MARIA A TRUSTEE</a>			<a href="#">2539</a>			
E170015	<a href="#">ERL</a>	ISSUED	01/09/17	07/08/17	0	.00	0	45.90



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DEPARTMENT: [Building Inspections](#)  
PROJECT : [Residential Electric Permit](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE						
APPLICATION TOTALS					.00			45.90
<a href="#">170020</a>	21931 BLUE RIDGE MTN RD <a href="#">MORGAN ALEXIS A</a>	<a href="#">7345</a>						
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 03/01/17 - 03/31/17 EST VALUE	PERMITS 03/01/17 - 03/31/17 FEES	PERMITS YEAR TO DATE EST VALUE	PERMITS YEAR TO DATE FEES
E170020	<a href="#">ERL</a>	ISSUED	01/11/17	07/23/17	0	.00	0	102.00
APPLICATION TOTALS					.00			102.00
<a href="#">170034</a>	1654 LOCKES MILL RD <a href="#">AIRLIE ENTERPRICES LC</a>	<a href="#">5132</a>						
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 03/01/17 - 03/31/17 EST VALUE	PERMITS 03/01/17 - 03/31/17 FEES	PERMITS YEAR TO DATE EST VALUE	PERMITS YEAR TO DATE FEES
E170034	<a href="#">ERL</a>	ISSUED	01/24/17	07/23/17	0	.00	0	45.90
APPLICATION TOTALS					.00			45.90
<a href="#">170035</a>	122 WEST MAIN ST <a href="#">CHAMBERS TIMOTHY J &amp; KIMBERLY A</a>	<a href="#">1272</a>						
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 03/01/17 - 03/31/17 EST VALUE	PERMITS 03/01/17 - 03/31/17 FEES	PERMITS YEAR TO DATE EST VALUE	PERMITS YEAR TO DATE FEES
E170035	<a href="#">ERL</a>	ISSUED	01/19/17	08/16/17	0	.00	0	66.30
M170035	<a href="#">Res Mech</a>	ISSUED	01/19/17	08/16/17	0	.00	0	81.60
APPLICATION TOTALS					.00			147.90
<a href="#">170036</a>	129 MANOR RD <a href="#">BEACH KIMBERLY &amp; BRYANT JASON</a>	<a href="#">6898</a>						
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 03/01/17 - 03/31/17 EST VALUE	PERMITS 03/01/17 - 03/31/17 FEES	PERMITS YEAR TO DATE EST VALUE	PERMITS YEAR TO DATE FEES
E170036	<a href="#">ERL</a>	ISSUED	01/20/17	07/19/17	0	.00	0	45.90
APPLICATION TOTALS					.00			45.90
<a href="#">170046</a>	344 BERRYS FERRY RD <a href="#">LOWESBY LLC</a>	<a href="#">5830</a>						
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 03/01/17 - 03/31/17 EST VALUE	PERMITS 03/01/17 - 03/31/17 FEES	PERMITS YEAR TO DATE EST VALUE	PERMITS YEAR TO DATE FEES
E170046	<a href="#">ERL</a>	ISSUED	01/24/17	07/25/17	0	.00	0	45.90
APPLICATION TOTALS					.00			45.90
<a href="#">170060</a>	112 RICE ST <a href="#">JOHN SEELY</a>	<a href="#">1300</a>						

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PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 03/01/17 - 03/31/17 EST VALUE	PERMITS 03/01/17 - 03/31/17 FEES	PERMITS EST VALUE	YEAR TO DATE	FEES
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DEPARTMENT: [Building Inspections](#)  
PROJECT : [Residential Electric Permit](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE
E170060	<a href="#">ERL</a> ISSUED	02/08/17 08/16/17
APPLICATION TOTALS		

[170062](#) 1829 WITHERS LARUE RD [174](#)  
[HERREN THOMAS W & SYDNEY](#)

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 03/01/17 - 03/31/17 EST VALUE	PERMITS 03/01/17 - 03/31/17 FEES	PERMITS EST VALUE	YEAR TO DATE	FEES
E170062	<a href="#">ERL</a>	ISSUED	02/08/17	08/23/17	0	.00	0		45.90
APPLICATION TOTALS						.00			45.90

[170064](#) 364 HONEY LN [500](#)  
[GIRONDO THOMAS C & CATHY S](#)

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 03/01/17 - 03/31/17 EST VALUE	PERMITS 03/01/17 - 03/31/17 FEES	PERMITS EST VALUE	YEAR TO DATE	FEES
E170064	<a href="#">ERL</a>	ISSUED	02/13/17	08/12/17	0	.00	0		45.90
APPLICATION TOTALS						.00			45.90

[170066](#) 1173 LEEDS MANOR LN [5175](#)  
[BRIAN PENCE](#)

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 03/01/17 - 03/31/17 EST VALUE	PERMITS 03/01/17 - 03/31/17 FEES	PERMITS EST VALUE	YEAR TO DATE	FEES
E170066	<a href="#">ERL</a>	ISSUED	02/14/17	09/01/17	0	.00	0		45.90
APPLICATION TOTALS						.00			45.90

[170068](#) 490 MORGAN LN [7109](#)  
[POSTON DUANE L & FRANCES I](#)

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 03/01/17 - 03/31/17 EST VALUE	PERMITS 03/01/17 - 03/31/17 FEES	PERMITS EST VALUE	YEAR TO DATE	FEES
E170068	<a href="#">ERL</a>	ISSUED	02/14/17	08/13/17	0	.00	0		45.90
APPLICATION TOTALS						.00			45.90

[170070](#) 62 ROCKY BANK LN [6146](#)  
[MEANS IHRIE POU CARR & HOWARD B](#)

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 03/01/17 - 03/31/17 EST VALUE	PERMITS 03/01/17 - 03/31/17 FEES	PERMITS EST VALUE	YEAR TO DATE	FEES
E170070	<a href="#">ERL</a>	ISSUED	02/14/17	08/15/17	0	.00	0		122.40
APPLICATION TOTALS						.00			122.40

[170079](#) 407 WALNUT ST [1343](#)

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[GARLOCK NEIL BOYD](#)

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PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 03/01/17 - 03/31/17 EST VALUE	PERMITS 03/01/17 - 03/31/17 FEES	PERMITS YEAR TO DATE EST VALUE	PERMITS YEAR TO DATE FEES
DEPARTMENT: <a href="#">Building Inspections</a>								
PROJECT : <a href="#">Residential Electric Permit</a>								
DETAIL								
APPLICATION REF		LOCATION OWNER			PARCEL CODE			
E170079	<a href="#">ERL</a>	ISSUED	02/16/17	08/15/17	0	.00	0	40.80
APPLICATION TOTALS						.00		40.80

[170100](#) 13 BEL VOI DR [7514](#)  
[JACKSON DAVID A & JOYCE A](#)

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 03/01/17 - 03/31/17 EST VALUE	PERMITS 03/01/17 - 03/31/17 FEES	PERMITS YEAR TO DATE EST VALUE	PERMITS YEAR TO DATE FEES
E17100	<a href="#">ERL</a>	ISSUED	02/28/17	08/27/17	0	.00	0	153.00
APPLICATION TOTALS						.00		153.00

[170101](#) 289 HONEYSUCKLE LN [3252](#)  
[WOODLANDS ENTERPRISES](#)

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 03/01/17 - 03/31/17 EST VALUE	PERMITS 03/01/17 - 03/31/17 FEES	PERMITS YEAR TO DATE EST VALUE	PERMITS YEAR TO DATE FEES
E170101	<a href="#">ERL</a>	ISSUED	03/02/17	09/06/17	0	56.10	0	56.10
APPLICATION TOTALS						56.10		56.10

[170102](#) 445 PINE GROVE RD [5504](#)  
[THE VILLAGE MARKET](#)

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 03/01/17 - 03/31/17 EST VALUE	PERMITS 03/01/17 - 03/31/17 FEES	PERMITS YEAR TO DATE EST VALUE	PERMITS YEAR TO DATE FEES
E170102	<a href="#">ERL</a>	ISSUED	03/02/17	08/29/17	0	56.10	0	56.10
APPLICATION TOTALS						56.10		56.10

[170109](#) 19315 BLUE RIDGE MTN RD [6646](#)  
[JOHN ENGLISH](#)

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 03/01/17 - 03/31/17 EST VALUE	PERMITS 03/01/17 - 03/31/17 FEES	PERMITS YEAR TO DATE EST VALUE	PERMITS YEAR TO DATE FEES
E170109	<a href="#">ERL</a>	ISSUED	03/09/17	09/05/17	0	81.60	0	81.60
APPLICATION TOTALS						81.60		81.60

[170123](#) 1484 SENSENY RD [1036](#)  
[ROBERTS VINCENT D](#)

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 03/01/17 - 03/31/17 EST VALUE	PERMITS 03/01/17 - 03/31/17 FEES	PERMITS YEAR TO DATE EST VALUE	PERMITS YEAR TO DATE FEES
E170123	<a href="#">ERL</a>	ISSUED	03/10/17	09/06/17	0	81.60	0	81.60
APPLICATION TOTALS						81.60		81.60

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DEPARTMENT: [Building Inspections](#)  
PROJECT : [Residential Electric Permit](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE			PERMITS 03/01/17 - 03/31/17		PERMITS YEAR TO DATE	
			ISSUED	EXPIRES	EST VALUE	FEEES	EST VALUE	FEEES
<a href="#">170137</a>	12475 HARRY BYRD HWY <a href="#">DENNIS LARKOWSKI</a>	<a href="#">223</a>						
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEEES	EST VALUE	FEEES
E170137	<a href="#">ERL</a>	ISSUED	03/20/17	09/16/17	0	45.90	0	45.90
APPLICATION TOTALS						45.90		45.90
<a href="#">170143</a>	313 WALNUT ST <a href="#">COWGILL JOHN A &amp; MARILYN J</a>	<a href="#">1442</a>						
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEEES	EST VALUE	FEEES
E170143	<a href="#">ERL</a>	ISSUED	03/22/17	09/18/17	0	40.80	0	40.80
APPLICATION TOTALS						40.80		40.80
<a href="#">170163</a>	6939 LORD FAIRFAX HWY <a href="#">BROWN DONALD I</a>	<a href="#">2328</a>						
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEEES	EST VALUE	FEEES
E170163	<a href="#">ERL</a>	ISSUED	03/31/17	09/27/17	0	40.80	0	40.80
APPLICATION TOTALS						40.80		40.80
PROJECT TOTALS					0	402.90	0	1,688.10

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DEPARTMENT: [Building Inspections](#)  
PROJECT : [Commercial Gas Permit](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE			PERMITS 03/01/17 - 03/31/17		PERMITS YEAR TO DATE	
			ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	FEES
<a href="#">170022</a>	88 RAMSBURG LN <a href="#">CLARKE COUNTY SCHOOL BOARD</a>	<a href="#">1055</a>						
PERMIT NUMBER	TYPE	STATUS						
G170022	<a href="#">Com Gas</a>	ISSUED	01/12/17	07/11/17	0	.00	0	61.20
APPLICATION TOTALS						.00		61.20
PROJECT TOTALS					0	.00	0	61.20

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DEPARTMENT: [Building Inspections](#)  
PROJECT : [Residential Gas Permit](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE			PERMITS 03/01/17 - 03/31/17	PERMITS YEAR TO DATE		
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEEES	EST VALUE	FEEES
<a href="#">160857</a>		24 WEST MAIN ST <a href="#">OAKWOOD FARMS BERRYVILLE LLC</a>			<a href="#">1516</a>			
G160857	<a href="#">Res Gas</a>	ISSUED	01/12/17	07/11/17	0	.00	0	45.90
APPLICATION TOTALS						.00		45.90
<a href="#">170001</a>		161 PINE GROVE RD <a href="#">INGRAM TIMOTHY A &amp; CINDY S</a>			<a href="#">5485</a>			
G170001	<a href="#">Res Gas</a>	ISSUED	01/03/17	07/02/17	0	.00	0	40.80
APPLICATION TOTALS						.00		40.80
<a href="#">170018</a>		5720 HARRY BYRD HWY <a href="#">TALLEY KEVIN L</a>			<a href="#">2424</a>			
G170018	<a href="#">Res Gas</a>	ISSUED	01/12/17	07/11/17	0	.00	0	40.80
APPLICATION TOTALS						.00		40.80
<a href="#">170037</a>		251 OAKLEAF LN <a href="#">DENNA COOPER</a>			<a href="#">5480</a>			
G170037	<a href="#">Res Gas</a>	ISSUED	01/20/17	07/19/17	0	.00	0	40.80
APPLICATION TOTALS						.00		40.80
<a href="#">170048</a>		850 PIERCE RD <a href="#">STONERIDGE INVESTMENTS LC</a>			<a href="#">234</a>			
G170048	<a href="#">Res Gas</a>	ISSUED	01/30/17	07/29/17	0	.00	0	40.80
APPLICATION TOTALS						.00		40.80
<a href="#">170050</a>		9 BUNDY ST <a href="#">MCCLENAHAN NICHOLAS JAMES</a>			<a href="#">1481</a>			
G170050	<a href="#">Res Gas</a>	ISSUED	02/01/17	07/31/17	0	.00	0	40.80

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PERMITS ISSUED ANALYSIS

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DEPARTMENT: [Building Inspections](#)  
PROJECT : [Residential Gas Permit](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE						
APPLICATION TOTALS						.00		40.80
<a href="#">170074</a>	<a href="#">407 WALNUT ST GARLOCK NEIL BOYD</a>	<a href="#">1343</a>						
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 03/01/17 - 03/31/17 EST VALUE	FEES	PERMITS EST VALUE	YEAR TO DATE FEES
G170074	<a href="#">Res Gas</a>	ISSUED	02/14/17	08/13/17	0	.00	0	40.80
APPLICATION TOTALS						.00		40.80
<a href="#">170086</a>	<a href="#">2799 SWIFT SHOALS RD H. GEORGE WHITE, JR.</a>	<a href="#">6942</a>						
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 03/01/17 - 03/31/17 EST VALUE	FEES	PERMITS EST VALUE	YEAR TO DATE FEES
G170086	<a href="#">Res Gas</a>	ISSUED	02/23/17	08/28/17	0	.00	0	40.80
APPLICATION TOTALS						.00		40.80
<a href="#">170104</a>	<a href="#">375 GUN BARREL RD RAY CLARK</a>	<a href="#">4530</a>						
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 03/01/17 - 03/31/17 EST VALUE	FEES	PERMITS EST VALUE	YEAR TO DATE FEES
G170104	<a href="#">Res Gas</a>	ISSUED	03/07/17	09/03/17	0	40.80	0	40.80
APPLICATION TOTALS						40.80		40.80
<a href="#">170156</a>	<a href="#">2704 SPRINGSBURY RD FRED W. DODSON, II</a>	<a href="#">5180</a>						
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 03/01/17 - 03/31/17 EST VALUE	FEES	PERMITS EST VALUE	YEAR TO DATE FEES
G170156	<a href="#">Res Gas</a>	ISSUED	03/27/17	09/23/17	0	40.80	0	40.80
APPLICATION TOTALS						40.80		40.80
PROJECT TOTALS					0	81.60	0	413.10





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DEPARTMENT: [Building Inspections](#)  
PROJECT : [Commercial Mechanical Permit](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE			PERMITS 03/01/17 - 03/31/17	PERMITS YEAR TO DATE		
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	FEES
<a href="#">170011</a>					<a href="#">1516</a>			
			<a href="#">24 WEST MAIN ST OAKWOOD FARMS BERRYVILLE LLC</a>					
M170011	<a href="#">Com Mech</a>	ISSUED	01/06/17	07/05/17	0	.00	0	81.60
APPLICATION TOTALS						.00		81.60
<a href="#">170063</a>					<a href="#">1524</a>			
			<a href="#">104 NORTH CHURCH ST CLARKE COUNTY</a>					
M170063	<a href="#">Com Mech</a>	ISSUED	02/08/17	08/08/17	0	.00	0	.00
APPLICATION TOTALS						.00		.00
<a href="#">170067</a>					<a href="#">1947</a>			
			<a href="#">317 WEST MAIN ST CLARKE COUNTY PRIMARY SCHOOL</a>					
M170067	<a href="#">Com Mech</a>	ISSUED	02/16/17	08/15/17	0	.00	0	204.00
APPLICATION TOTALS						.00		204.00
<a href="#">170089</a>					<a href="#">1524</a>			
			<a href="#">100 NORTH CHURCH ST CLARKE COUNTY</a>					
M170089	<a href="#">Com Mech</a>	ISSUED	02/23/17	08/22/17	0	.00	0	.00
APPLICATION TOTALS						.00		.00
<a href="#">170091</a>					<a href="#">7994</a>			
			<a href="#">218 MOSBY BLVD BERRYVILLE UNITED METH</a>					
M170091	<a href="#">Com Mech</a>	ISSUED	02/23/17	08/22/17	0	.00	0	.00
APPLICATION TOTALS						.00		.00
<a href="#">170092</a>					<a href="#">1119</a>			
			<a href="#">627 MOSBY BLVD SCHOOL BOARD OF CLARKE COUNTY</a>					
M170092	<a href="#">Com Mech</a>	ISSUED	02/23/17	08/22/17	0	.00	0	.00

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PERMITS ISSUED ANALYSIS

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DEPARTMENT: [Building Inspections](#)  
PROJECT : [Commercial Mechanical Permit](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE						
APPLICATION TOTALS							.00	.00

APPLICATION REF	LOCATION OWNER	PARCEL CODE			PERMITS 03/01/17 - 03/31/17		PERMITS YEAR TO DATE	
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	FEES
<a href="#">170093</a>		101 CHALMERS CT <a href="#">TOWN OF BERRYVILLE</a>			<a href="#">2105</a>			
M170093	<a href="#">Com Mech</a>	ISSUED	02/23/17	08/22/17	0	.00	0	.00
APPLICATION TOTALS						.00		.00

APPLICATION REF	LOCATION OWNER	PARCEL CODE			PERMITS 03/01/17 - 03/31/17		PERMITS YEAR TO DATE	
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	FEES
<a href="#">170094</a>		200 SWAN AVE <a href="#">CLARKE COUNTY SCHOOL BOARD</a>			<a href="#">1968</a>			
M170094	<a href="#">Com Mech</a>	ISSUED	02/23/17	08/22/17	0	.00	0	.00
APPLICATION TOTALS						.00		.00

APPLICATION REF	LOCATION OWNER	PARCEL CODE			PERMITS 03/01/17 - 03/31/17		PERMITS YEAR TO DATE	
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	FEES
<a href="#">170095</a>		311 EAST MAIN ST <a href="#">COUNTY OF CLARKE</a>			<a href="#">2139</a>			
M170095	<a href="#">Com Mech</a>	ISSUED	02/23/17	08/22/17	0	.00	0	.00
APPLICATION TOTALS						.00		.00

APPLICATION REF	LOCATION OWNER	PARCEL CODE			PERMITS 03/01/17 - 03/31/17		PERMITS YEAR TO DATE	
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	FEES
<a href="#">170096</a>		119 WEST MAIN ST <a href="#">CLARKE COUNTY SCHOOL BOARD</a>			<a href="#">4701</a>			
M170096	<a href="#">Com Mech</a>	ISSUED	02/23/17	08/22/17	0	.00	0	.00
APPLICATION TOTALS						.00		.00

APPLICATION REF	LOCATION OWNER	PARCEL CODE			PERMITS 03/01/17 - 03/31/17		PERMITS YEAR TO DATE	
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	FEES
<a href="#">170097</a>		102 NORTH CHURCH ST <a href="#">CLARKE COUNTY</a>			<a href="#">1524</a>			
M170097	<a href="#">Com Mech</a>	ISSUED	02/23/17	08/22/17	0	.00	0	.00
APPLICATION TOTALS						.00		.00

APPLICATION REF	LOCATION OWNER	PARCEL CODE			PERMITS 03/01/17 - 03/31/17		PERMITS YEAR TO DATE	
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	FEES
<a href="#">170131</a>		401 GRAFTON LN <a href="#">GRAFTON SCHOOL INC</a>			<a href="#">2399</a>			
APPLICATION TOTALS						.00		.00





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Clarke County  
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DEPARTMENT: [Building Inspections](#)  
PROJECT : [Residential Mechanical Permit](#)

DETAIL

APPLICATION REF	LOCATION OWNER	ISSUED	EXPIRES	PARCEL CODE	EST VALUE	FEE	EST VALUE	FEE
M170151	<a href="#">Res Mech</a>	03/22/17	09/18/17	0	81.60	0	81.60	81.60
APPLICATION TOTALS					81.60		81.60	

[170154](#) 685 SALEM CHURCH RD  
[MOFFAT SCOTT M](#)

[8208](#)

PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	PERMITS 03/01/17 - 03/31/17 EST VALUE	FEE	PERMITS YEAR TO DATE EST VALUE	FEE
M170154	<a href="#">Res Mech</a>	ISSUED	03/29/17	09/25/17	0	81.60	0	81.60
APPLICATION TOTALS						81.60		81.60
PROJECT TOTALS					0	244.80	0	709.70

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Clarke County  
PERMITS ISSUED ANALYSIS

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DEPARTMENT: [Building Inspections](#)  
PROJECT : [Residential Plumbing Permit](#)

DETAIL

APPLICATION REF	LOCATION OWNER		PARCEL CODE		PERMITS 03/01/17 - 03/31/17		PERMITS YEAR TO DATE		
			ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	FEES	
<a href="#">170056</a>	<a href="#">2869 PARSHALL RD KELLY BRIAN &amp; PAMELA</a>		<a href="#">5309</a>						
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	FEES	
P170056	<a href="#">Res Plmbg</a>	ISSUED	02/02/17	08/01/17	0	.00	0	40.80	
APPLICATION TOTALS						.00		40.80	
<a href="#">170121</a>	<a href="#">289 HONEYSUCKLE LN WOODLANDS ENTERPRISES</a>		<a href="#">3252</a>						
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	FEES	
G170121	<a href="#">Res Gas</a>	ISSUED	03/09/17	09/05/17	0	40.80	0	40.80	
P170121	<a href="#">Res Plmbg</a>	ISSUED	03/09/17	09/05/17	0	81.60	0	81.60	
APPLICATION TOTALS						122.40		122.40	
PROJECT TOTALS						0	122.40	0	163.20

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Clarke County  
PERMITS ISSUED ANALYSIS

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DEPARTMENT: [Building Inspections](#)  
PROJECT : [Swimming Pool In Ground](#)

DETAIL

APPLICATION REF	LOCATION OWNER	PARCEL CODE			PERMITS 03/01/17 - 03/31/17		PERMITS YEAR TO DATE		
PERMIT NUMBER	TYPE	STATUS	ISSUED	EXPIRES	EST VALUE	FEES	EST VALUE	FEES	
<a href="#">170082</a>		2682 WICKLIFFE RD <a href="#">BRANDON FERGUSON</a>			<a href="#">2547</a>				
E170082	<a href="#">ERL</a>	ISSUED	02/22/17	09/01/17	0	.00	0	76.50	
B170082	<a href="#">Pool In</a>	ISSUED	02/22/17	09/01/17	0	.00	0	152.00	
APPLICATION TOTALS						.00		228.50	
<a href="#">170119</a>		545 MOUNT PROSPECT LN <a href="#">GREENE ANDREA K</a>			<a href="#">6947</a>				
E170119	<a href="#">ERL</a>	ISSUED	03/10/17	09/06/17	0	81.60	0	81.60	
B170119	<a href="#">Pool In</a>	ISSUED	03/10/17	09/06/17	0	102.00	0	102.00	
APPLICATION TOTALS						183.60		183.60	
<a href="#">170129</a>		159 MAJESTYS PRINCE LN <a href="#">WALNUT HALL FARM LLC</a>			<a href="#">4917</a>				
E170129	<a href="#">ERL</a>	ISSUED	03/15/17	09/11/17	0	76.50	0	76.50	
B170129	<a href="#">Pool In</a>	ISSUED	03/15/17	09/11/17	0	102.00	0	102.00	
APPLICATION TOTALS						178.50		178.50	
PROJECT TOTALS						0	362.10	0	590.60
DEPARTMENT TOTALS					2,907,075	24,809.01	10,927,641	76,857.29	
REPORT TOTALS					2,907,075	24,809.01	10,927,641	76,857.29	
PERMITS ISSUED					96		264		

\*\* END OF REPORT - Generated by Angela Cather \*\*

Building Department - Clarke County  
New Single Family Dwellings 2017

	Battletown	Berryville	Boyce Chapel	Greenway	Longmarsh	TOTAL	COMMENTS			
January		3				3				
February		2	1	2	2	7				
March	1		2	1	1	5				
April										
May										
June										
July										
August										
September										
October										
November										
December										
TOTAL	1	5	3	3	3	15				



**OTHER BUILDING PERMITS**

Owner/Address	Description/Parcel ID	Estimated Value
<b>TOTALS:</b>	<b>0</b>	<b>0</b>

<b>TOTAL # OF BUILDING PERMITS / VALUE:</b>	<b>0</b>	<b>0</b>
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**CERTIFICATES OF OCCUPANCY**

DATE ISSUED	ADDRESS	TYPE
2/06/2017	432 RETREAT RD. BLUEMONT 20135	PERMANENT

<b>TOTAL PERMIT &amp; INSPECTION FEES COLLECTED:</b>	<b>685.00</b>
<b>TOTAL OTHER REVENUE COLLECTED:</b>	<b>0.00</b>
<b>STATE SURCHARGE COLLECTED: COLLECTED:</b>	<b>13.70</b>
<b>TOTAL REVENUE COLLECTED:</b>	<b>698.70</b>

**OTHER PERMITS ISSUED:**

TYPE	RES	COMM	FEES	VALUE
ELECTRICAL PERMIT	3	0	285.00	0
GAS PERMIT	1	0	40.00	0
MECHANICAL PERMIT	2	0	160.00	0
PLUMBING PERMIT	2	0	200.00	0
<b>TOTALS:</b>	<b>8</b>	<b>0</b>	<b>685.00</b>	<b>0</b>

**PROJECT CODE RECAP**

PERMITS BY TYPE	# OF PERMITS	ESTIMATED VALUE
ELECTRIC PERMITS	3	0
GAS PERMITS	1	0
MECHANICAL PERMITS	2	0
PLUMBING PERMITS	2	0
<b>TOTALS</b>	<b>8</b>	<b>0</b>

**PERMITS BY AREA**

DESCRIPTION	# OF PERMITS	ESTIMATED VALUE
BATTLETOWN DISTRICT	4	0
LONGMARSH DISTRICT	3	0
BERRYVILLE DISTRICT	1	0
<b>TOTALS</b>	<b>8</b>	<b>0</b>

**INSPECTIONS BY TYPE**

PERMIT TYPE	# OF INSPECTIONS	RES	COMM
BUILDING PERMIT	29	23	6
ELECTRICAL PERMIT	18	16	2
GAS PERMIT	4	4	0
MECHANICAL PERMIT	6	6	0
PLUMBING PERMIT	13	13	0
<b>TOTALS</b>	<b>70</b>	<b>62</b>	<b>8</b>

DATE INSP	PERMIT #/INSP #	ADDRESS	INSPECTOR	RESULTS	REINSPECTION?
3/01/2017	E-16-160619-002	COOL SPRING LANE BERRYVILL	JHR	A	N/A
3/01/2017	B-16-160652-005	NEILL RD BERRYVILLE 197	JHR	A	N/A
3/01/2017	B-16-160652-006	NEILL RD BERRYVILLE 197	JHR	A	N/A
3/01/2017	P-17-017804-003	E. MAIN STREET BOYCE 127	BET	A	N/A
3/02/2017	P-17-160595-001	MILLWOOD RD. BERRYVILLE	BET	A	N/A
3/02/2017	B-16-160240-006	ANAMARIA LANE, FRONT ROYAL	JHR	A	N/A
3/02/2017	E-16-160240-004	ANAMARIA LANE, FRONT ROYAL	JHR	V	NO
3/02/2017	M-16-160240-002	ANAMARIA LANE, FRONT ROYAL	JHR	A	N/A
3/02/2017	P-16-160240-004	ANAMARIA LANE, FRONT ROYAL	JHR	A	N/A
3/02/2017	B-16-160360-011	SOUTH CHURCH ST. BERRYVILL	JHR	A	N/A
3/02/2017	E-16-160360-005	SOUTH CHURCH ST. BERRYVILL	JHR	A	N/A
3/02/2017	M-16-160360-002	SOUTH CHURCH ST. BERRYVILL	JHR	A	N/A
3/02/2017	P-16-160360-004	SOUTH CHURCH ST. BERRYVILL	JHR	A	N/A
3/02/2017	G-17-160360-001	SOUTH CHURCH ST. BERRYVILL	BET	A	N/A
3/06/2017	B-16-160432-008	PEACEFUL HOLLOW LN. BLUEMONT	JHR	A	N/A
3/06/2017	E-16-160432-003	PEACEFUL HOLLOW LN. BLUEMONT	JHR	A	N/A
3/06/2017	M-16-160432-003	PEACEFUL HOLLOW LN. BLUEMONT	JHR	V	NO
3/06/2017	P-16-160432-003	PEACEFUL HOLLOW LN. BLUEMONT	JHR	A	N/A
3/06/2017	B-16-160302-002	STELLA MAE LANE BLUEMONT 108	BET	A	N/A
3/06/2017	P-16-160302-002	STELLA MAE LANE BLUEMONT 108	BET	A	N/A
3/07/2017	E-17-160499-001	W. MAIN ST BERRYVILLE 1	BET	A	N/A
3/07/2017	B-16-160062-005	EAGLE ROCK LANE, BLUEMONT	JHR	V	NO
3/07/2017	E-16-160364-006	EAGLE ROCK LANE, BLUEMONT	JHR	V	YES
3/07/2017	M-16-160062-003	EAGLE ROCK LANE, BLUEMONT	JHR	A	N/A
3/07/2017	G-16-160062-003	EAGLE ROCK LANE, BLUEMONT	JHR	A	N/A
3/08/2017	B-15-150228-001	W. MAIN STREET, BERRYVILLE 1	JHR	A	N/A
3/08/2017	G-16-160718-002	GOOD SHEPHERD RD. BLUEMONT	BET	A	N/A
3/08/2017	B-16-160502-002	ROCKCROFT DRIVE BERRYVILLE 4	BET	A	N/A
3/08/2017	E-16-160502-002	ROCKCROFT DRIVE BERRYVILLE 4	BET	A	N/A
3/08/2017	P-16-160502-002	ROCKCROFT DRIVE BERRYVILLE 4	BET	A	N/A
3/08/2017	B-16-160018-006	Pyletown Rd., Boyce 2713	JHR	A	N/A
3/08/2017	B-16-160499-001	W. MAIN ST BERRYVILLE 1	BET	A	N/A
3/08/2017	B-16-160499-002	W. MAIN ST BERRYVILLE 1	BET	A	N/A
3/08/2017	B-16-160499-003	W. MAIN ST BERRYVILLE 1	BET	A	N/A
3/08/2017	B-16-160293-005	BELLRINGER LANE BERRYVILLE	JHR	A	N/A
3/08/2017	E-16-160293-002	BELLRINGER LANE BERRYVILLE	JHR	A	N/A
3/08/2017	B-16-160018-007	Pyletown Rd., Boyce 2713	JHR	A	N/A
3/08/2017	B-16-160018-008	Pyletown Rd., Boyce 2713	JHR	A	N/A
3/08/2017	B-16-160062-008	EAGLE ROCK LANE, BLUEMONT	JHR	A	N/A
3/10/2017	E-17-160354-001	PAGE BROOK LANE BOYCE 1040	JHR	V	NO
3/10/2017	B-16-160354-001	PAGE BROOK LANE BOYCE 1040	JHR	V	NO
3/10/2017	B-16-160641-004	MCGUIRE CIRCLE BERRYVILLE 753	BET	A	N/A
3/10/2017	E-16-160641-003	MCGUIRE CIRCLE BERRYVILLE 753	BET	A	N/A
3/10/2017	P-16-160641-005	MCGUIRE CIRCLE BERRYVILLE 753	BET	A	N/A
3/10/2017	E-16-160293-003	BELLRINGER LANE BERRYVILLE	JHR	A	N/A
3/10/2017	M-16-160293-001	BELLRINGER LANE BERRYVILLE	JHR	A	N/A
3/15/2017	E-17-017812-001	LAUREL LANE BLUEMONT 74	BET	V	NO
3/16/2017	E-16-160364-007	EAGLE ROCK LANE, BLUEMONT	JHR	A	N/A
3/16/2017	B-16-160062-006	EAGLE ROCK LANE, BLUEMONT	JHR	A	N/A
3/16/2017	G-16-160062-004	EAGLE ROCK LANE, BLUEMONT	JHR	A	N/A
3/20/2017	E-16-160293-004	BELLRINGER LANE BERRYVILLE	JHR	A	N/A
3/20/2017	B-16-160293-006	BELLRINGER LANE BERRYVILLE	BET	A	N/A

INSPECTIONS COMPLETED FROM: 3/01/2017 to 3/31/2017

DATE INSP	PERMIT #/INSP #	ADDRESS	INSPECTOR	RESULTS	REINSPECTION?
3/21/2017	P-16-160706-003	BELLRINGER LANE BERRYVILLE	BET	A	N/A
3/21/2017	B-16-160621-003	MCGUIRE CIRCLE BERRYVILLE 741	BET	A	N/A
3/21/2017	E-16-160621-003	MCGUIRE CIRCLE BERRYVILLE 741	BET	A	N/A
3/21/2017	P-16-160621-005	MCGUIRE CIRCLE BERRYVILLE 741	BET	A	N/A
3/21/2017	E-17-017812-002	LAUREL LANE BLUEMONT 74	BET	A	N/A
3/21/2017	B-16-160663-002	SPRINGSBURY RD. BERRYVILLE	BET	A	N/A
3/22/2017	M-17-160614-001	HEMLOCK LANE BLUEMONT 267	JHR	A	N/A
3/22/2017	P-17-160614-001	HEMLOCK LANE BLUEMONT 267	JHR	A	N/A
3/22/2017	E-16-160442-002	HEMLOCK LN. BLUEMONT 267	JHR	A	N/A
3/23/2017	B-16-160619-004	COOL SPRING LANE BERRYVILL	BET	C	NO
3/24/2017	B-16-160614-003	HEMLOCK LANE BLUEMONT 267	BET	A	N/A
3/24/2017	B-16-160614-004	HEMLOCK LANE BLUEMONT 267	BET	A	N/A
3/27/2017	B-16-160493-001	CHURCH LANE BOYCE 15	JHR	A	N/A
3/27/2017	B-15-150168-002	WESTWOOD RD., BERRYVILLE	JHR	A	N/A
3/30/2017	E-17-017813-001	SPRINGSBURY RD 2000	JHR	A	N/A
3/30/2017	B-16-160312-013	RAVEN ROCKS RD. BLUEMONT	BET	A	N/A
3/31/2017	P-17-160595-002	MILLWOOD RD. BERRYVILLE	JHR	A	N/A
3/31/2017	P-16-160583-002	AMERICA LANE BLUEMONT 155	BET	A	N/A

TOTAL # of INSPECTIONS: 70

APPROVED: 62 FAILED: 7 CONDITIONAL: 1

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INSPECTION REPORT

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Building Inspections

INSPECTIONS PERFORMED: 03/01/17 to 03/31/17

INSPECTION	DATE	BY	RSLT	PROJECT	CITY	AREA	LOCATION	OWNER	INSP ID	T
Framing	03/02/17	BT	P	Accessory	CLK	BLTN	688 PINE GROVE RD	TAPSCOTT ROGER WAYNE	395	A
Final Closing Mechan	03/02/17	BT	P	MechPer-R	CLK	CHPL	25 CHESTNUT COOMBE LN	ANDRAE SCOTT & PAZ	1436	A
Insulation	03/02/17	BT	P	NRSF	BVL	BVL	721 MCGUIRE CIR	RICHMOND AMERICAN HOMES	572	A
Electrical Rough In	03/03/17	BT	P	NRSF	BVL	BVL	420 DELANY CT	TERRY WALLACE	430	A
Footings	03/03/17	BT	P	Accessory	CLK		375 GUN BARREL RD	RAY CLARK	1104	A
Plumbing Rough In	03/03/17	BT	P	NRSF	BVL	BVL	420 DELANY CT	TERRY WALLACE	434	A
Mechanical Rough In	03/03/17	BT	P	NRSF	BVL	BVL	420 DELANY CT	TERRY WALLACE	436	A
Framing	03/03/17	BT	P	NRSF	BVL	BVL	420 DELANY CT	TERRY WALLACE	428	A
Final Closing Electr	03/03/17	BT	P	Add Res	CLK	CHPL	1732 MILLWOOD RD	HOLLOWAY PAULINE E TRUS	1445	A
Final Closing Electr	03/03/17	BT	P	ELEC RES	CLK	BLTN	445 PINE GROVE RD	THE VILLAGE MARKET	1444	A
Final Closing Buildi	03/03/17	BT	P	Add Res	CLK	CHPL	1732 MILLWOOD RD	HOLLOWAY PAULINE E TRUS	468	A
Framing	03/03/17	BT	P	Rmdl Res	CLK	LNGM	2689 SUMMIT POINT RD	DYER WILLIAM G	1254	A
Plumbing Rough In	03/03/17	BT	P	Rmdl Res	CLK	LNGM	2689 SUMMIT POINT RD	DYER WILLIAM G	1259	A
Final Closing Electr	03/06/17	BT	P	NRSF	CLK		487 ANAMARIA LN	LICKING VALLEY CONSTRUC	351	A
Final Closing Plumbi	03/06/17	BT	P	NRSF	CLK		487 ANAMARIA LN	LICKING VALLEY CONSTRUC	354	A
Final Closing Mechan	03/06/17	BT	P	NRSF	CLK		487 ANAMARIA LN	LICKING VALLEY CONSTRUC	356	A
Final Closing Buildi	03/06/17	BT	P	NRSF	CLK		487 ANAMARIA LN	LICKING VALLEY CONSTRUC	357	A
Plumbing Rough In	03/06/17	BT	F	NRSF		BLTN	19616 BLUE RIDGE MTN RD	MARUSICH JOHN & KRISTE	222	A
Electrical Rough In	03/06/17	BT	P	ELEC RES	CLK	BLTN	289 HONEYSUCKLE LN	WOODLANDS ENTERPRISES	1453	A
Framing	03/06/17	BT	P	NRSF		BLTN	19616 BLUE RIDGE MTN RD	MARUSICH JOHN & KRISTE	216	A
Electrical Rough In	03/06/17	BT	P	NRSF		BLTN	19616 BLUE RIDGE MTN RD	MARUSICH JOHN & KRISTE	218	A
Mechanical Rough In	03/06/17	BT	P	NRSF		BLTN	19616 BLUE RIDGE MTN RD	MARUSICH JOHN & KRISTE	224	A
Footings	03/06/17	BT	P	NRSF	CLK		7117 HOWELLSVILLE RD	LICKING VALLEY CONSTRUC	793	A
Electric Service	03/06/17	BT	P	NRSF	CLK		7117 HOWELLSVILLE RD	LICKING VALLEY CONSTRUC	797	A
Plumbing Rough In	03/07/17	BT	P	NRSF		BLTN	19616 BLUE RIDGE MTN RD	MARUSICH JOHN & KRISTE	1451	A
Water Line	03/07/17	BT	P	NRSF		BLTN	19616 BLUE RIDGE MTN RD	MARUSICH JOHN & KRISTE	1452	A
Framing	03/07/17	BT	P	NRSF		BVL	714 MCGUIRE CIR	RICHMOND AMERICAN HOMES	614	A
Electrical Rough In	03/07/17	BT	P	NRSF		BVL	714 MCGUIRE CIR	RICHMOND AMERICAN HOMES	616	A
Electric Service	03/07/17	BT	P	NRSF		BVL	714 MCGUIRE CIR	RICHMOND AMERICAN HOMES	617	A
Plumbing Rough In	03/07/17	BT	P	NRSF		BVL	714 MCGUIRE CIR	RICHMOND AMERICAN HOMES	620	A
Mechanical Rough In	03/07/17	BT	P	NRSF		BVL	714 MCGUIRE CIR	RICHMOND AMERICAN HOMES	622	A
Gas Rough In	03/07/17	BT	P	NRSF		BVL	714 MCGUIRE CIR	RICHMOND AMERICAN HOMES	1448	A
Final Closing Buildi	03/08/17	BT	P	Rmdl Res	CLK	LNGM	2689 SUMMIT POINT RD	DYER WILLIAM G	1266	A
Final Closing Plumbi	03/08/17	BT	P	Rmdl Res	CLK	LNGM	2689 SUMMIT POINT RD	DYER WILLIAM G	1260	A
Insulation	03/08/17	BT	P	NRSF	BVL	BVL	420 DELANY CT	TERRY WALLACE	429	A
Gas Line Pressure Te	03/10/17	BT	P	Rmdl Comm	BVL	BVL	11 EAST MAIN ST	ONE EAST MAIN LLC	1517	A
Plumbing Groundworks	03/10/17	ET	P	Garage	CLK	BLTN	182 AUBURN RD	VANNESS GARY W & NANCI	1514	A
Final Closing Gas	03/13/17	BT	P	Rmdl Comm	BVL	BVL	11 EAST MAIN ST	ONE EAST MAIN LLC	1563	A
Gas Tank	03/13/17	BT	P	Gas Per-R	CLK		375 GUN BARREL RD	RAY CLARK	1561	A
Gas Line	03/13/17	BT	P	Gas Per-R	CLK		375 GUN BARREL RD	RAY CLARK	1456	A
Final Closing Electr	03/13/17	BT	P	ELEC RES	CLK	BLTN	19315 BLUE RIDGE MTN RD	JOHN ENGLISH	1495	A
Plumbing Rough In	03/13/17	BT	P	PlumPer-R	CLK	BLTN	289 HONEYSUCKLE LN	WOODLANDS ENTERPRISES	1515	A
Gas Line Pressure Te	03/13/17	BT	F	PlumPer-R	CLK	BLTN	289 HONEYSUCKLE LN	WOODLANDS ENTERPRISES	1562	A
PreDemolition Inspec	03/13/17	BT	P	Demolition	BVL	BVL	211 SWAN AVE	SLATTERY NORMA	1560	A
Framing	03/15/17	BT	P	NRSF	BVL	BVL	725 MCGUIRE CIR	RICHMOND AMERICAN HOMES	590	A
Gas Rough In	03/15/17	BT	P	NRSF	BVL	BVL	725 MCGUIRE CIR	RICHMOND AMERICAN HOMES	1565	A
Plumbing Rough In	03/15/17	BT	P	NRSF	BVL	BVL	725 MCGUIRE CIR	RICHMOND AMERICAN HOMES	596	A
Mechanical Rough In	03/15/17	BT	P	NRSF	BVL	BVL	725 MCGUIRE CIR	RICHMOND AMERICAN HOMES	598	A
Electrical Rough In	03/15/17	BT	P	NRSF	BVL	BVL	725 MCGUIRE CIR	RICHMOND AMERICAN HOMES	592	A
Electric Service	03/15/17	BT	P	NRSF	BVL	BVL	725 MCGUIRE CIR	RICHMOND AMERICAN HOMES	593	A
Plumbing Rough In	03/15/17	BT	P	Rmdl Res	CLK	CHPL	2468 MOUNT CARMEL RD	RIPLEY DAMIAN C & DEVON	1190	A
Framing	03/15/17	BT	P	Rmdl Res	CLK	CHPL	2468 MOUNT CARMEL RD	RIPLEY DAMIAN C & DEVON	1185	A

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Building Inspections

INSPECTIONS PERFORMED: 03/01/17 to 03/31/17

INSPECTION	DATE	BY	RSLT	PROJECT	CITY	AREA	LOCATION	OWNER	INSP ID	T
Electrical Rough In	03/15/17	BT	P	Rmdl Res	CLK	CHPL	2468 MOUNT CARMEL RD	RIPLEY DAMIAN C & DEVON	1187	A
Slab Garage/Carport	03/16/17	BT	P	Garage	CLK	BLTN	182 AUBURN RD	VANNESS GARY W & NANCI	1605	A
Insulation	03/17/17	BT	P	NRSF	BVL	BVL	725 MCGUIRE CIR	RICHMOND AMERICAN HOMES	591	A
Final Closing Buildi	03/17/17	BT	P	Rmdl Res	CLK	GNWY	567 SHENANDOAH RIVER LN	LITTLETON GREGORY A &	516	A
Plumbing Rough In	03/17/17	BT	P	Rmdl Res	CLK	CHPL	201 WINDWOOD LN	JUSTIN MOYER	1587	A
Final Closing Electr	03/17/17	BT	P	Rmdl Res	CLK	GNWY	567 SHENANDOAH RIVER LN	LITTLETON GREGORY A &	508	A
Final Closing Plumbi	03/17/17	BT	P	Rmdl Res	CLK	GNWY	567 SHENANDOAH RIVER LN	LITTLETON GREGORY A &	510	A
Footings	03/20/17	BT	P	Accessory	CLK	BLTN	160 BELL HOLLOW LN	RUSSELL BRIAN J & STEPH	1481	A
Final Closing Buildi	03/20/17	BT	P	Garage	CLK	BLTN	19315 BLUE RIDGE MTN RD	JONATHAN ENGLISH	288	A
Footings	03/20/17	BT	P	Accessory	CLK	GNWY	140 SYCAMORE LN	ATWELL JEFFREY A	1366	A
Framing	03/20/17	BT	P	NRSF	CLK	CLK	7117 HOWELLSVILLE RD	LICKING VALLEY CONSTRUC	794	A
Gas Line Pressure Te	03/22/17	BT	P	PlumPer-R	CLK	BLTN	289 HONEYSUCKLE LN	WOODLANDS ENTERPRISES	1741	A
Insulation	03/22/17	BT	P	NRSF	CLK	CLK	7117 HOWELLSVILLE RD	LICKING VALLEY CONSTRUC	795	A
Footings	03/22/17	BT	P	Deck/Porch	CLK	CHPL	20615 BLUE RIDGE MTN RD	TOM RATH	1678	A
Insulation	03/22/17	BT	P	Rmdl Res	CLK	CHPL	2468 MOUNT CARMEL RD	RIPLEY DAMIAN C & DEVON	1186	A
Plumbing Rough In	03/24/17	BT	P	NRSF	CLK	CLK	375 GUN BARREL RD	RAY CLARK	1098	A
Water Line	03/24/17	BT	P	Garage	CLK	BLTN	182 AUBURN RD	VANNESS GARY W & NANCI	1747	A
Electric Service	03/24/17	BT	P	Elec Per-C	BVL	BLTN	418 FIRST ST	DOUGLAS LEAMON M JR & M	1676	A
Mechanical Rough In	03/24/17	BT	P	NRSF	CLK	CLK	375 GUN BARREL RD	RAY CLARK	1100	A
Water Line	03/24/17	BT	P	NRSF	BVL	BVL	720 MCGUIRE CIR	RICHMOND AMERICAN HOMES	1746	A
Sewer Line	03/24/17	BT	P	NRSF	BVL	BVL	733 MCGUIRE CIR	RICHMOND AMERICAN HOMES	1745	A
Water Line	03/24/17	BT	P	NRSF	BVL	BVL	733 MCGUIRE CIR	RICHMOND AMERICAN HOMES	1742	A
Footings	03/24/17	BT	P	Solar	CLK	GNWY	281 VISTA LN	SCHMICK LEON H JR & BLA	1743	A
Trench	03/24/17	BT	P	Solar	CLK	GNWY	281 VISTA LN	SCHMICK LEON H JR & BLA	1744	A
Slab Garage/Carport	03/24/17	BT	P	NRSF	CLK	CLK	559 GRANDDADDY LN	LCT LLC	1754	A
Electrical Rough In	03/24/17	BT	P	Rmdl Res	CLK	BLTN	3583 HARRY BYRD HWY	HAGGARD HENRY K & GABRI	1298	A
Plumbing Rough In	03/24/17	BT	P	Rmdl Res	CLK	BLTN	3583 HARRY BYRD HWY	HAGGARD HENRY K & GABRI	1301	A
Framing	03/24/17	BT	PRT	Rmdl Res	CLK	BLTN	3583 HARRY BYRD HWY	HAGGARD HENRY K & GABRI	1296	A
Framing	03/24/17	BT	P	Rmdl Comm	BVL	BVL	23 WEST MAIN ST	KENNY WILLIAMS CONSTRUC	1568	A
Footings	03/24/17	BT	P	Deck/Porch	CLK	BLTN	2371 PARSHALL RD	HAMER JANET ERNST	1459	A
Electrical Rough In	03/24/17	BT	P	Rmdl Comm	BVL	BVL	23 WEST MAIN ST	KENNY WILLIAMS CONSTRUC	1570	A
Plumbing Rough In	03/24/17	BT	P	Rmdl Comm	BVL	BVL	23 WEST MAIN ST	KENNY WILLIAMS CONSTRUC	1573	A
Footings	03/24/17	BT	P	NRSF	CLK	CLK	1980 TRIPLE J RD	LEMARR RONALD L & SUSAN	1015	A
Final Closing Electr	03/24/17	BT	P	Rmdl Res	CLK	CHPL	3347 SENSENY RD	MARKLEY BRUCE L & SUSAN	1739	A
Final Closing Buildi	03/24/17	BT	P	Rmdl Res	CLK	CHPL	3347 SENSENY RD	MARKLEY BRUCE L & SUSAN	1740	A
Framing	03/24/17	BT	P	NRSF	CLK	CLK	375 GUN BARREL RD	RAY CLARK	1092	A
Electrical Rough In	03/24/17	BT	P	NRSF	CLK	CLK	375 GUN BARREL RD	RAY CLARK	1748	A
Electric Service	03/27/17	BT	P	Garage	CLK	BLTN	182 AUBURN RD	VANNESS GARY W & NANCI	1770	A
Fireplace Plue	03/27/17	BT	P	NRSF	CLK	BLTN	19616 BLUE RIDGE MTN RD	MARUSICH JOHN & KRISTE	1755	A
Final Closing Electr	03/27/17	BT	P	Garage	CLK	BLTN	2247 PARSHALL RD	HART JANE A	157	A
Final Closing Buildi	03/27/17	BT	P	Garage	CLK	BLTN	2247 PARSHALL RD	HART JANE A	158	A
Final Closing Plumbi	03/29/17	BT	P	Rmdl Res	CLK	LNGM	158 BEYDLER LN	SHETTER WILLIAM B & PAM	933	A
Final Closing Buildi	03/29/17	BT	P	Rmdl Res	CLK	LNGM	158 BEYDLER LN	SHETTER WILLIAM B & PAM	939	A
Final Closing Buildi	03/29/17	BT	P	Rmdl Res	BVL	BVL	114 EAST MAIN ST	TUCKER LAURA COFORTH	1785	A
Footings	03/29/17	BT	P	Deck/Porch	CLK	CHPL	3968 CALMES NECK LN	TORCZON RICHARD L JR &	1777	A
Final Closing Electr	03/29/17	BT	P	Rmdl Res	CLK	LNGM	158 BEYDLER LN	SHETTER WILLIAM B & PAM	931	A
Slab Basement	03/30/17	BT	P	NRSF	CLK	CLK	78 BURCH LN	LYNN GRINNA	1806	A
Plumbing Groundworks	03/30/17	BT	P	NRSF	CLK	GNWY	78 BURCH LN	LYNN GRINNA	1526	A
Slab Garage/Carport	03/30/17	BT	P	Garage	BYC	BYC	156 WEST CRESCENT ST	FRANCISCO SANDOVAL	1786	A
Final Closing Electr	03/30/17	BT	P	Solar	CLK	BLTN	375 DOUBLE WOOD LN	WRIGHT PAMELA M TRUSTEE	1268	A
Final Closing Buildi	03/30/17	BT	P	Solar	CLK	BLTN	375 DOUBLE WOOD LN	WRIGHT PAMELA M TRUSTEE	1269	A
Concrete Form	03/30/17	BT	P	NRSF	CLK	CLK	1980 TRIPLE J RD	LEMARR RONALD L & SUSAN	1805	A

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Building Inspections

INSPECTIONS PERFORMED: 03/01/17 to 03/31/17

INSPECTION	DATE	BY	RSLT	PROJECT	CITY	AREA	LOCATION	OWNER	INSP ID	T
Insulation	03/30/17	BT	P	NRSF	CLK		375 GUN BARREL RD	RAY CLARK	1093	A
Sewer Line	03/30/17	BT	PRT	Rmdl Comm	BVL	BVL	317 WEST MAIN ST	CLARKE COUNTY PRIMARY S	1810	A
Plumbing Rough In	03/30/17	BT	PRT	Rmdl Comm	BVL	BVL	317 WEST MAIN ST	CLARKE COUNTY PRIMARY S	1811	A
Steel/Rebar Pool	03/31/17	BT	P	SPIG	CLK	BLTN	207 CHILLY HOLLOW RD	NALLS DAVID M & MARY A	123	A
Bonding Pool	03/31/17	BT	P	SPIG	CLK	BLTN	207 CHILLY HOLLOW RD	NALLS DAVID M & MARY A	1826	A
Slab	03/31/17	BT	P	Deck/Porch	CLK	BLTN	2371 PARSHALL RD	HAMER JANET ERNST	1828	A
Final Closing Mechan	03/31/17	BT	P	MechPer-R	CLK	CHPL	440 WINDWOOD LN	MOY ALBERT & BARBARA W	1738	A
INSPECTOR TOTALS:			111	INSPECTIONS	FEE:	.00	PAID TO DATE:	.00	UNPAID:	.00
Electric Service	03/01/17	JR	P	ELEC RES	CLK		1173 LEEDS MANOR LN	BRIAN PENCE	1158	A
Gas Tank	03/01/17	JR	P	NRSF			3575 LORD FAIRFAX HWY	MANOCHEHRI-KALANTARI	1421	A
Gas Line	03/01/17	JR	P	NRSF			3575 LORD FAIRFAX HWY	MANOCHEHRI-KALANTARI	1422	A
Water Line	03/01/17	JR	P	NRSF	CLK		7117 HOWELLSVILLE RD	LICKING VALLEY CONSTRUC	1430	A
Bonding Pool	03/01/17	JR	P	SPIG	CLK	BLTN	2682 WICKLIFFE RD	BRANDON FERGUSON	1420	A
Plumbing Rough In	03/01/17	JR	P	Rmdl Comm	BVL	BVL	208 NORTH BUCKMARSH ST	GIORDANO GEORGANNE	1429	A
Electrical Rough In	03/08/17	JR	P	NRSF	CLK		375 GUN BARREL RD	RAY CLARK	1094	A
Framing	03/08/17	JR	P	Accessory	CLK		375 GUN BARREL RD	RAY CLARK	1105	A
Electrical Rough In	03/08/17	JR	P	Accessory	CLK		375 GUN BARREL RD	RAY CLARK	1107	A
Electric Service	03/08/17	JR	P	Accessory	CLK		375 GUN BARREL RD	RAY CLARK	1108	A
Final Partial	03/08/17	JR	P	Rmdl Comm	BVL	BVL	208 NORTH BUCKMARSH ST	GIORDANO GEORGANNE	1496	A
Electric Service	03/08/17	JR	P	Rmdl Comm	BVL	BVL	208 NORTH BUCKMARSH ST	GIORDANO GEORGANNE	1497	A
Elevator shaft	03/08/17	JR	P	Rmdl Comm	BVL	BVL	317 WEST MAIN ST	CLARKE COUNTY PRIMARY S	1477	A
Electric Service	03/08/17	JR	F	Rmdl Res	CLK	CHPL	3269 BISHOP MEADE RD	HILLERSON JAY A &	699	A
Gas Line Pressure Te	03/09/17	JR	P	NRSF			3575 LORD FAIRFAX HWY	MANOCHEHRI-KALANTARI	1519	A
Insulation	03/09/17	JR	P	NRSF		BLTN	19616 BLUE RIDGE MTN RD	MARUSICH JOHN & KRISTE	217	A
Gas Line Pressure Te	03/09/17	JR	F	Rmdl Comm	BVL	BVL	11 EAST MAIN ST	ONE EAST MAIN LLC	1450	A
Insulation	03/09/17	JR	P	NRSF	BVL	BVL	714 MCGUIRE CIR	RICHMOND AMERICAN HOMES	615	A
Electric Service	03/09/17	JR	P	Rmdl Res	CLK	CHPL	3269 BISHOP MEADE RD	HILLERSON JAY A &	1518	A
Insulation	03/09/17	JR	F	Add Res	CLK	LNGM	30 STONEBRIER LN	GRAY BENJAMIN J & STEFA	244	A
Basement Stairs	03/13/17	JR	P	NRSF			119 GOOD SHEPHERD RD	MARGARET MILEY	1564	A
Footings	03/13/17	JR	P	Deck/Porch	CLK	BLTN	477 PINE GROVE RD	MILLER JAMES F & CARLA	1478	A
Final Closing Electr	03/13/17	JR	P	Rmdl Res	BVL	BVL	204 BATTLETOWN DR	ABRERA RICHARD E & JULI	182	A
Final Closing Plumbi	03/13/17	JR	P	Rmdl Res	BVL	BVL	204 BATTLETOWN DR	ABRERA RICHARD E & JULI	184	A
Final Closing Buildi	03/13/17	JR	P	Rmdl Res	BVL	BVL	204 BATTLETOWN DR	ABRERA RICHARD E & JULI	190	A
Slab Basement	03/15/17	JR	P	NRSF			559 GRANDDADDY LN	LCT LLC	1606	A
Final Closing Electr	03/15/17	JR	P	NRSF		BLTN	559 GRANDDADDY LN	LCT LLC	1223	A
Insulation	03/15/17	JR	P	Add Res	CLK	LNGM	30 STONEBRIER LN	GRAY BENJAMIN J & STEFA	1566	A
Footings	03/21/17	JR	P	Rmdl Comm	BVL	BVL	317 WEST MAIN ST	CLARKE COUNTY PRIMARY S	723	A
Framing	03/21/17	JR	F	Rmdl Res	CLK	CHPL	3269 BISHOP MEADE RD	HILLERSON JAY A &	1673	A
Electric Service	03/22/17	JR	P	ELEC RES	CLK	LNGM	12475 HARRY BYRD HWY	DENNIS LARKOWSKI	1659	A
Footings	03/22/17	JR	P	Deck/Porch	CLK	LNGM	560 HONEY LN	MAN FAN & YANG BIN	1699	A
Framing	03/27/17	JR	F	Rmdl Comm	CLK	CHPL	2037 MILLWOOD RD	PHYLISS NEE	1720	A
Electrical Rough In	03/27/17	JR	F	Rmdl Comm	CLK	CHPL	2037 MILLWOOD RD	PHYLISS NEE	1722	A
Footings	03/27/17	JR	P	Garage	BYC	BYC	156 WEST CRESCENT ST	FRANCISCO SANDOVAL	313	A
Framing	03/28/17	JR	P	Rmdl Res		BLTN		POOL JOSEPH DAVID & MAR	1611	A
Electrical Rough In	03/28/17	JR	P	Rmdl Res		BLTN		POOL JOSEPH DAVID & MAR	1613	A
Plumbing Rough In	03/28/17	JR	P	Rmdl Res		BLTN		POOL JOSEPH DAVID & MAR	1616	A
Final Closing Electr	03/28/17	JR	P	Rmdl Comm	CLK	LNGM	225 AL SMITH CIR	BOARD OF SUPERVISORS	813	A
Final Closing Buildi	03/28/17	JR	P	Rmdl Comm	CLK	LNGM	225 AL SMITH CIR	BOARD OF SUPERVISORS	821	A
Framing	03/28/17	JR	P	Rmdl Res	CLK	CHPL	201 WINDWOOD LN	JUSTIN MOYER	1582	A
Electrical Rough In	03/28/17	JR	P	Rmdl Res	CLK	CHPL	201 WINDWOOD LN	JUSTIN MOYER	1584	A

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Building Inspections

INSPECTIONS PERFORMED: 03/01/17 to 03/31/17

INSPECTION	DATE	BY	RSLT	PROJECT	CITY	AREA	LOCATION	OWNER	INSP ID	T	
Framing	03/28/17	JR	P	Deck/Porch	CLK	CHPL	20615 BLUE RIDGE MTN RD	TOM RATH	1679	A	
Framing	03/28/17	JR	P	Rmdl Res	CLK	CHPL	3269 BISHOP MEADE RD	HILLERSON JAY A &	1783	A	
Electrical Rough In	03/28/17	JR	P	Rmdl Res	CLK	CHPL	3269 BISHOP MEADE RD	HILLERSON JAY A &	1784	A	
Electric Service	03/28/17	JR	P	Rmdl Res	CLK	GNWY	169 JOHN MOSBY HWY	STEVE FLEMING	1051	A	
Framing	03/28/17	JR	P	Deck/Porch	CLK	LNGM	560 HONEY LN	MAN FAN & YANG BIN	1700	A	
Final Closing Electr	03/28/17	JR	P	NRSF	BVL	BVL	732 MCGUIRE CIR	RICHMOND AMERICAN HOMES	447	A	
Final Closing Plumbi	03/28/17	JR	P	NRSF	BVL	BVL	732 MCGUIRE CIR	RICHMOND AMERICAN HOMES	450	A	
Steel/Rebar Pool	03/28/17	JR	P	SPIG	CLK	GNWY	545 MOUNT PROSPECT LN	GREENE ANDREA K	1752	A	
Bonding Pool	03/28/17	JR	P	SPIG	CLK	GNWY	545 MOUNT PROSPECT LN	GREENE ANDREA K	1753	A	
Final Closing Mechan	03/28/17	JR	P	NRSF	BVL	BVL	732 MCGUIRE CIR	RICHMOND AMERICAN HOMES	452	A	
Final Closing Buildi	03/28/17	JR	P	NRSF	BVL	BVL	732 MCGUIRE CIR	RICHMOND AMERICAN HOMES	453	A	
Plumbing Groundworks	03/28/17	JR	P	NRSF	BVL	BVL	733 MCGUIRE CIR	RICHMOND AMERICAN HOMES	1776	A	
Plumbing Rough In	03/29/17	JR	P	Rmdl Res	CLK	CHPL	3269 BISHOP MEADE RD	HILLERSON JAY A &	701	A	
Final Closing Electr	03/29/17	JR	P	Solar	CLK	GNWY	281 VISTA LN	SCHMICK LEON H JR & BLA	1717	A	
Final Closing Buildi	03/29/17	JR	P	Solar	CLK	GNWY	281 VISTA LN	SCHMICK LEON H JR & BLA	1718	A	
Final Closing Buildi	03/30/17	JR	P	Deck/Porch	CLK	LNGM	560 HONEY LN	MAN FAN & YANG BIN	1701	A	
Electric Service	03/31/17	JR	P	ELEC RES	CLK	CHPL	6939 LORD FAIRFAX HWY	BROWN DONALD I	1835	A	
Framing	03/31/17	JR	P	Rmdl Comm	CLK	CHPL	2037 MILLWOOD RD	PHYLISS NEE	1830	A	
Electrical Rough In	03/31/17	JR	P	Rmdl Comm	CLK	CHPL	2037 MILLWOOD RD	PHYLISS NEE	1831	A	
INSPECTOR TOTALS:				61 INSPECTIONS		FEES:	.00	PAID TO DATE:	.00	UNPAID:	.00
DEPARTMENT TOTALS:				172 INSPECTIONS		FEES:	.00	PAID TO DATE:	.00	UNPAID:	.00
REPORT TOTALS:				172 INSPECTIONS		FEES:	.00	PAID TO DATE:	.00	UNPAID:	.00

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Clarke County  
INSPECTION REPORT

P 5  
piinhrpt

Building Inspections

INSPECTIONS PERFORMED: 03/01/17 to 03/31/17

INSPECTION TYPE SUMMARY	COUNT	INSPECTOR SUMMARY	COUNT	RESULT SUMMARY	COUNT
Basement Stairs	1	Bernie Thompson	111	FAIL	8
Bonding Pool	3	Jamie Royston	61	PARTIAL	3
Concrete Form	1			PASS	161
Electric Service	13				
Electrical Rough In	16				
Elevator shaft	1				
Final Closing Building	15				
Final Closing Electric	14				
Final Closing Gas	1				
Final Closing Mechanical	4				
Final Closing Plumbing	6				
Final Partial	1				
Fireplace Flue	1				
Footings	13				
Framing	20				
Gas Line	2				
Gas Line Pressure Test	5				
Gas Rough In	2				
Gas Tank	2				
Insulation	10				
Mechanical Rough In	5				
Plumbing Groundworks	3				
Plumbing Rough In	16				
PreDemolition Inspection	1				
Sewer Line	2				
Slab	1				
Slab Basement	2				
Slab Garage/Carport	3				
Steel/Rebar Pool	2				
Trench	1				
Water Line	5				

TOTAL INSPECTIONS: 172



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2600acather

Clarke County  
INSPECTION REPORT

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piinhrpt

ALL

INSPECTIONS PERFORMED: 03/01/17 to 03/31/17

INSPECTION TYPE SUMMARY	COUNT	INSPECTOR SUMMARY	COUNT	RESULT SUMMARY	COUNT
Basement Stairs	1	Bernie Thompson	111	FAIL	8
Bonding Pool	3	Jamie Royston	61	PARTIAL	3
Concrete Form	1			PASS	161
Electric Service	13				
Electrical Rough In	16				
Elevator shaft	1				
Final Closing Building	15				
Final Closing Electric	14				
Final Closing Gas	1				
Final Closing Mechanical	4				
Final Closing Plumbing	6				
Final Partial	1				
Fireplace Flue	1				
Footings	13				
Framing	20				
Gas Line	2				
Gas Line Pressure Test	5				
Gas Rough In	2				
Gas Tank	2				
Insulation	10				
Mechanical Rough In	5				
Plumbing Groundworks	3				
Plumbing Rough In	16				
PreDemolition Inspection	1				
Sewer Line	2				
Slab	1				
Slab Basement	2				
Slab Garage/Carport	3				
Steel/Rebar Pool	2				
Trench	1				
Water Line	5				

TOTAL INSPECTIONS: 172

\*\* END OF REPORT - Generated by Angela Cather \*\*

COUNTY OF CLARKE CIRCUIT COURT  
 MONTH END DEEDS OF PARTITION AND CONVEYANCE  
 LOCAL TAXATION DEPARTMENT  
 COUNTY  
 FOR MARCH, 2017

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
03/01/17	17-401	BRANDENBURG, EUGENE P RECORDED TIME: 01:30 DESCRIPTION 1: LOT 2, KEYSTONE ESTATES DATE OF DEED : 02/27/17 BOOK: 614 PAGE: 12 MAP: 6-1-2 NUMBER PAGES : 0	N KHAN, GOLMOHAMAD ET AL 126 ROSE HILL LN BERRYVILLE, VA. 22611 WR/S	N 338,750.00	DBS	100%
						318,200 w/impv
03/01/17	4373	KABRIEL, MARCIA GAIL RECORDED TIME: 13:43 DESCRIPTION 1: GREENWAY DISTRICT DATE OF DEED : 03/01/17 BOOK: 99 PAGE: 116 MAP: NUMBER PAGES : 20	N/A N/A	.00	COPY	00%
03/01/17	4374	STRINGHAM, ELEANOR LINDSEY RECORDED TIME: 13:47 DESCRIPTION 1: 30.94 ACRES DATE OF DEED : 03/01/17 BOOK: 99 PAGE: 133 MAP: 42-A-7 NUMBER PAGES : 20	N/A N/A APP TRAIL & WARREN CO LINE - GREENWAY DIST	.00	COPY	00%
03/02/17	17-412	RAMSEY, FRANK W, JR RECORDED TIME: 02:55 DESCRIPTION 1: BATTLETOWN DIST DATE OF DEED : 02/27/17 BOOK: 614 PAGE: 115 MAP: 15-A-34 NUMBER PAGES : 0	N MIDWAY FEDERAL CREDIT UNION P O BOX 232 BERRYVILLE, VA. 22611	N 45,316.61	DBS	100%
						7500 VAC
03/02/17	17-498	RICHMOND AMERICAN HOMES OF VA RECORDED TIME: 11:10 DESCRIPTION 1: TOWN OF BERRYVILLE DB 592 PG 115 DATE OF DEED : 00/00/00 BOOK: 614 PAGE: 85 MAP: 14C19 NUMBER PAGES : 0	N MATTESON, WILLIAM CHRISTOPHER 745 MCGUIRE CIRLE BERRYVILLE, VA. 22611	N 554,850.00	DBS	100%
						45K VAC
03/03/17	17-417	WILKENING, KENNETH J ET AL TR RECORDED TIME: 09:00 DESCRIPTION 1: LOT 244, TOWN OF BERRYVILLE DATE OF DEED : 11/25/15 BOOK: 614 PAGE: 118 MAP: 14A7-13-244 NUMBER PAGES : 0	N RAUCH, SHARON E TR OF IRREVOCA 612 PENDER CT BERRYVILLE, VA. 22611	N .00	DG	100%
03/03/17	17-420	VAN-HARRIS, SANDRA LEE & LINDA RECORDED TIME: 11:03 DESCRIPTION 1: PARCEL 1 - 5.1 ACRES DATE OF DEED : 03/03/17 BOOK: 614 PAGE: 122 MAP: 39-A-25 NUMBER PAGES : 0	N WATTS, DOUGLAS D & B SHARON WA 1109 WILDCAT HOLLOW RD BOYCE, VA. 22620 GREENWAY DIST WR/S	N 60,000.00	DBS	100%
						110K VAC
03/03/17	17-429	MICHAEL SCOTT OREARDICK, ET ALS RECORDED TIME: 11:13 DESCRIPTION 1: 5.1 ACRES - GREENWAY DIST DATE OF DEED : 03/03/17 BOOK: 614 PAGE: 135 MAP: 39-A-24 NUMBER PAGES : 0	N WATTS BUILDERS & HOME IMPROVEM 1109 WILDCAT HOLLOW RD BOYCE, VA. 22620	N 70,000.00	DBS	100%
						186,900 w/impv

COUNTY OF CLARKE CIRCUIT COURT  
 MONTH END DEEDS OF PARTITION AND CONVEYANCE  
 LOCAL TAXATION DEPARTMENT  
 COUNTY  
 FOR MARCH, 2017

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
03/06/17	17-440	BURZIO, JOHN BRET, ET AL RECORDED TIME: 03:35 DESCRIPTION 1: PARCEL ON SWAN AVE - TOWN OF BERRYVILLE DATE OF DEED : 02/20/17 BOOK: 614 PAGE: 205 MAP: 14A5-A-33 NUMBER PAGES : 0	Y BURZIO, CATHERINE A 11 SWAN AVE BERRYVILLE, VA. 22611	Y .00	DBSHW	100%
03/06/17	17-430	STOVER, NATHAN; JR ET UX RECORDED TIME: 09:40 DESCRIPTION 1: TOWN OF BERRYVILLE, LOT 59 DATE OF DEED : 03/03/17 BOOK: 614 PAGE: 139 MAP: 14A8-2-59 NUMBER PAGES : 0	N JORAN, JOHN; ET UX 212 CRAIGS RUN COURT BERRYVILLE, VA. 22611	N 475,000.00	DBS	100% <i>357,400 w/impv</i>
03/06/17	170004382	HOPE, CHARLES WALTER RECORDED TIME: 14:44 DESCRIPTION 1: LOTS 1 & 4, BL 2D, SEC 1 BATTLETOWN DIST WR/S DATE OF DEED : 03/06/17 BOOK: 99 PAGE: 203 MAP: 17A2-20-4 NUMBER PAGES : 0	N/A N/A	.00	PROBATE	00%
03/07/17	17-451	CRIM, FLOYD G RECORDED TIME: 02:10 DESCRIPTION 1: PARCEL IN LONGMARSH DIST DATE OF DEED : 12/16/16 BOOK: 614 PAGE: 278 MAP: 9-A-5 NUMBER PAGES : 0	N CRIM, FRANK SPRINT, SR P O BOX 848 BERRYVILLE, VA. 22611	N 47,390.00	DBS	100% <i>Family sale 90,500 w/impv</i>
03/07/17	17-452	VEILLEUX, MARY F RECORDED TIME: 03:00 DESCRIPTION 1: LOT 9, BLK A, TREADWELL SUBD, SECT 1 TOWN OF BERRYVILLE DATE OF DEED : 00/00/00 BOOK: 614 PAGE: 282 MAP: 14A3-A-9 NUMBER PAGES : 0	N VEILLEUX, MARY F & WILLIAM J 100 BATTLETOWN DR BERRYVILLE, VA. 22611	N .00	DBS	100%
03/07/17	17-444	TAYLOR, MARION ET UX RECORDED TIME: 11:07 DESCRIPTION 1: LOT 97, SECT 2, APPLE GLEN TOWN OF BERRYVILLE DATE OF DEED : 01/13/17 BOOK: 614 PAGE: 240 MAP: 14A2-13-97 NUMBER PAGES : 0	N NATIONSTAR MORTGAGE LLC 8950 CYPRESS WATERS BLVD COPPELL, TX. 75019	N 400,353.86	DBS	100% <i>360K w/impv</i>
03/07/17	4384	CRIM, FRANK SPRING RECORDED TIME: 14:23 DESCRIPTION 1: 115.9008 ACRES DATE OF DEED : 03/07/17 BOOK: 99 PAGE: 217 MAP: 9-A-5 NUMBER PAGES : 0	N/A N/A D/B 206 PG 371	.00	QUAL	00%
03/07/17	4383	CRIM, LUCY SPRINT RECORDED TIME: 15:50 DESCRIPTION 1: 115 ACRES IN LONGMARSH DIST DATE OF DEED : 03/07/17 BOOK: 99 PAGE: 213 MAP: 9-A-5 NUMBER PAGES : 0	N/A N/A	.00	REA	00%

COUNTY OF CLARKE CIRCUIT COURT  
MONTH END DEEDS OF PARTITION AND CONVEYANCE  
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RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
03/08/17	17-457	MARY F VEILLEUX, ET UX RECORDED TIME: 11:00 DESCRIPTION 1: LOT 9, BLK A, TREADWELL SUBD DATE OF DEED : 03/07/17 BOOK: 614 PAGE: 291 NUMBER PAGES : 0	Y MARY F VEILLEUX & WILLIAM J VE Y 100 BATTLETOWN DR BERRYVILLE, VA. 22611 TOWN OF BERRYVILLE MAP: 14A3-2A-9	.00	DBS	100%
03/09/17	17-462	ZIMMERMAN, ALLISON RECORDED TIME: 09:00 DESCRIPTION 1: CHAPEL DISTRICT, LOT 25 DATE OF DEED : 03/01/17 BOOK: 614 PAGE: 314 NUMBER PAGES : 0	N WASSING, KELLIE 293 RIVER PARK LN BLUEMONT, VA. MAP: 32-A1-25,27	285,000.00	DBS	100%
03/10/17	17-470	FILBERT, BRENDA K RECORDED TIME: 02:20 DESCRIPTION 1: LONGMARSH DISTRICT DATE OF DEED : 03/10/17 BOOK: 614 PAGE: 353 NUMBER PAGES : 0	N STILLIONS, NOAH I; JR 147 GREGORY PLACE WINCHESTER, VA. 22603 MAP: 6A-2-1	.00	DG	100%
03/10/17	17-472	LARKIN, PATRICK; III ET UX RECORDED TIME: 03:10 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 03/10/17 BOOK: 614 PAGE: 366 NUMBER PAGES : 0	N GREGG, DENISE 15 LINCOLN AVENUE BERRYVILLE, VA. 22611 MAP: 14A4-1-C	248,800.00	DBS	100%
03/10/17	17-473	HABITAT FOR HUMANITY RECORDED TIME: 03:30 DESCRIPTION 1: CHAPEL DISTRICT DATE OF DEED : 03/10/17 BOOK: 614 PAGE: 368 NUMBER PAGES : 0	N KEDZIERSKI, MARK & WENDY 6027 LORD FAIRFAX HWY BERRYVILLE, VA. 22611 MAP: 30A-A-72	45,000.00	DBS	100%
03/10/17	170004386	MCKAY, SHIRLEY FRANCES RECORDED TIME: 16:08 DESCRIPTION 1: 0.227 ACRE ON S BUCKMARSH ST DATE OF DEED : 03/09/17 BOOK: 99 PAGE: 236 NUMBER PAGES : 0	N/A N/A TOWN OF BERRYVILLE MAP: 14A5-A-25	.00	PROBATE	00%
03/13/17	17-491	BATTLEFIELD CENTER TRUST RECORDED TIME: 02:46 DESCRIPTION 1: LOT 120, SECT 4B, BATTLEFIELD EST DATE OF DEED : 03/09/17 BOOK: 614 PAGE: 461 NUMBER PAGES : 0	N ZUBER, ROBERT A 416 DELANY CT BERRYVILLE, VA. 22611 TOWN OF BERRYVILLE MAP: 14A7-14-120	95,000.00	DBS	100%
03/13/17	17-494	KERN, ROBERT S RECORDED TIME: 02:56 DESCRIPTION 1: TRACT 1 - 30 ACRES DATE OF DEED : 03/04/17 BOOK: 614 PAGE: 483 NUMBER PAGES : 0	N DESROSIERS, MATTHEW L & LISA B N 2238 BISHOP MEADE RD BOYCE, VA. 22620 CHAPEL DIST MAP: 22-A-122A	720,000.00	DBS	100%

SK VAC ← → 248,100 w/impv

150,700 w/impv

103,100 w/impv

75K VAC

578,200 w/impv

COUNTY OF CLARKE CIRCUIT COURT  
 MONTH END DEEDS OF PARTITION AND CONVEYANCE  
 LOCAL TAXATION DEPARTMENT  
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RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
03/16/17	17-505	N&K SMART L.L.C	N SMART, NICHOLAS ET AL 208 KERSEY LN BOYCE, VA. 22620	N .00	DG	100%
		RECORDED TIME: 10:50				
		DESCRIPTION 1: 41 ACRES & 43.996 ACRES	GREENWAY DIST			
		DATE OF DEED : 03/03/17 BOOK: 614 PAGE: 552 MAP: 38-A-18,18B			PIN:	
		NUMBER PAGES : 0				
03/17/17	17-515	DRAWDY, DAVID D; ET UX	N DODSON, FRED W; II 2704 SPRINGSBURY ROAD BERRYVILLE, VA. 22611	N 529,900.00	DBS	100%
		RECORDED TIME: 04:15				
		DESCRIPTION 1: CHAPEL DISTRICT, LOT 1, 5.0 ACRES				
		DATE OF DEED : 03/17/17 BOOK: 614 PAGE: 581 MAP: 23-A-29A			PIN:	
		NUMBER PAGES : 0				436,000 w/impv
03/20/17	17-517	MCCLENAHAN, NICHOLAS JAMES	N SHEAR, THOMAS K 9 BUNDY STREET BERRYVILLE, VA. 22611	N 280,000.00	DBS	100%
		RECORDED TIME: 02:00				
		DESCRIPTION 1: TOWN OF BERRYVILLE				
		DATE OF DEED : 03/15/17 BOOK: 614 PAGE: 597 MAP: 14A2-A-23			PIN:	
		NUMBER PAGES : 0				247,700 w/impv
03/22/17	17-531	WELLS FARGO BANK	N SECRETARY HOUSING & URBAN DEVE Y 2401 NW 23RD ST,SUITE 1D OKLAHOMA CITY, OK. 73107	10.00	DBS	100%
		RECORDED TIME: 02:01				
		DESCRIPTION 1: CHAPEL DIST				
		DATE OF DEED : 03/14/17 BOOK: 614 PAGE: 630 MAP: 21-A2-A-29			PIN: (F)	
		NUMBER PAGES : 0				103,100 w/impv
03/22/17	17-532	FANNIE MAE	Y MULLINS-COHEN, GINA M 509 EWELL CT BERRYVILLE, VA. 22611	N 372,000.00	DBS	100%
		RECORDED TIME: 02:15				
		DESCRIPTION 1: LOT 219, EWELL CT	TOWN OF BERRYVILLE			
		DATE OF DEED : 03/08/17 BOOK: 614 PAGE: 634 MAP: 14A7-8-219			PIN: (F)	
		NUMBER PAGES : 0				370,900
03/22/17	17-527	MCNAMARA, GERALDINE B	N FOLTZ, DENIS W & KRISTIN E CLARKE CO VA, .	N .00	OPM	100%
		RECORDED TIME: 11:30				
		DESCRIPTION 1: LONGMARSH DIST				
		DATE OF DEED : 00/00/00 BOOK: 12 PAGE: 58 MAP: 6-A-57			PIN:	
		NUMBER PAGES : 1				
03/22/17	17-528	FOLTZ, DENIS W & KRISTIN E	Y MCNAMARA, GERALDINE B 1026 FISHPAW RD BERRYVILLE, VA. 22611	Y .00	DBS	100%
		RECORDED TIME: 11:36				
		DESCRIPTION 1: LONGMARSH DIST				
		DATE OF DEED : 00/00/00 BOOK: 614 PAGE: 623 MAP: 6-A-57C (PORTION)			PIN:	
		NUMBER PAGES : 0				
03/23/17	4387	DENSON, ROGER CARROLL	N/A N/A	.00	PROBATE	00%
		RECORDED TIME: 10:11				
		DESCRIPTION 1: 2.216 ACRES LONGMARSH DISTRICT				
		DATE OF DEED : 03/23/17 BOOK: 99 PAGE: 250 MAP: 7-A-83B			PIN:	
		NUMBER PAGES : 0				

COUNTY OF CLARKE CIRCUIT COURT  
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RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
03/23/17	170536	KARLE, REGIS R; III RECORDED TIME: 12:50 DESCRIPTION 1: GREENWAY DISTRICT, LOT 27, MTN SECTION, SHENA FARMS SUBD, W/RS DATE OF DEED : 03/22/17 BOOK: 614 NUMBER PAGES : 2	N SHIFFLER, MICHAEL 343 CHAPMAN LANE FRONT ROYAL, VA. 22630 PAGE: 649 MAP: 37A2-6-27	N 315,000.00 PIN:	DBS	100% 280,900 w/impv
03/23/17	4388	LAPOLE, CARROLL PAGE RECORDED TIME: 13:35 DESCRIPTION 1: DATE OF DEED : 03/23/17 BOOK: 99 NUMBER PAGES : 0	N/A N/A PAGE: 259 MAP:	.00 PIN:	REA	00%
03/23/17	170539	NATIONSTAR MORTGAGE LLC RECORDED TIME: 14:00 DESCRIPTION 1: LOT 97 SECT 2 APPLE GLEN TOWN OF BERRYVILL DATE OF DEED : 03/21/17 BOOK: 614 NUMBER PAGES : 2	N HOLMES HOMES, INC 525 BLOSSOM DR BERRYVILLE, VA. 22611 PAGE: 678 MAP: 14A2-3-97	N 311,325.00 PIN:	DBS	100% 360% w/impv
03/24/17	4389	BURNS, JOHN R RECORDED TIME: 12:07 DESCRIPTION 1: PARCELS I & II - 1.09 ACRES GREENWAY DIST D/B 100 PG 94 DATE OF DEED : 03/24/17 BOOK: 99 NUMBER PAGES : 4	N/A N/A PAGE: 261 MAP: 20-A-34	.00 PIN:	QUAL	00%
03/24/17	170545	KNIGHT, ROSALIE M RECORDED TIME: 13:46 DESCRIPTION 1: L02 - 33.9539 ACRES LONGMARSH DIST DATE OF DEED : 03/23/17 BOOK: 614 NUMBER PAGES : 2	N FABISZAK, SARAH E 4066 CRUMS CHURCH RD BERRYVILLE, VA. 22611 PAGE: 708 MAP:	N <del>430,700.00</del> PIN: 30A019C	DBS	100% 350K 430,700 w/impv
03/27/17	170550	CAPITAL BUILDERS LLC RECORDED TIME: 09:06 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 03/24/17 BOOK: 614 NUMBER PAGES : 2	N MCCLLENAHAN, NICHOLAS JAMES 552 SOUTH CHURCH STREET BERRYVILLE, VA. 22611 PAGE: 743 MAP: 14-A-40	N 219,000.00 PIN: Family sale	DBS	100% 60K VAC
03/27/17	170552	DIANA ZETLIN REVOCABLE INTER V RECORDED TIME: 10:00 DESCRIPTION 1: GREENWAY DISTRICT, SHEN FARMS, LOT 904, SECTI DATE OF DEED : 03/24/17 BOOK: 614 NUMBER PAGES : 3	N BLANCHARD, CORINNE M 19716 FOREST HIL LANE BLUEMONT, VA. 20135 PAGE: 760 MAP: 39-10-904	N 99,900.00 PIN:	DBS	100% 96,200 VAC.
03/27/17	170554	CANTER LLC RECORDED TIME: 11:45 DESCRIPTION 1: TOWN OF BERRYVILLE, LOT 18, SECTION E DATE OF DEED : 04/23/17 BOOK: 614 NUMBER PAGES : 2	N GABLE, BRADLEY J 20744 AIRMONT ROAD BLUEMONT, VA. 20135 PAGE: 765 MAP: 14A2-17-E-18	N 126,600.00 PIN:	DBS	100% 96,600 w/impv

COUNTY OF CLARKE CIRCUIT COURT  
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RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
03/27/17	170555	RANSIER, SHERRIE LYNN RECORDED TIME: 12:18 DESCRIPTION 1: LOT 125, BATTLEFIELD ESTATES, SECT 4B DATE OF DEED : 03/29/17 BOOK: 614 PAGE: 767 MAP: 14A7-14-125 NUMBER PAGES : 1	N TAYLOR, LYNN M; ET AL 409 DELANY CT BERRYVILLE, VA. 22611	N 365,000.00	DBS	100% <i>334,600</i>
03/27/17	170557	TREDWAY, SCOTT O; ET UX RECORDED TIME: 12:18 DESCRIPTION 1: LOTS 1 & 3, LONGMARSH DISTRICT DATE OF DEED : 03/27/17 BOOK: 614 PAGE: 783 MAP: 7-5-1 NUMBER PAGES : 2	N EDGEComb, CHRISTOPHER J; ET UX CATHER RD BERRYVILLE, VA. 22611	N 127,500.00	DBS	100% <i>110K VAC</i>
03/28/17	170569	MOCK, DAVID E RECORDED TIME: 12:36 DESCRIPTION 1: SHEN RETREAT, BATTLETOWN DISTRICT, LOT 2 DATE OF DEED : 03/28/17 BOOK: 614 PAGE: 823 MAP: 17A2-19-2 NUMBER PAGES : 2	N STRAHIN, SHAWN P 70 MAPLE LANE BLUEMONT, VA. 20135	N 198,000.00	DBS	100% <i>154,100 W/IMPV 4,000 VAC</i>
03/28/17	170573	MCCAGG, G S WINSLOW RECORDED TIME: 13:35 DESCRIPTION 1: CHAPEL DISTRICT, TRACY 1 10,611 SQ FT, TRACT 882 ASRES DATE OF DEED : 03/28/17 BOOK: 614 PAGE: 875 MAP: 30AA65 NUMBER PAGES : 2	Y MCCAGG, G S WINSLOW N/A N/A, XX. 00000 0000	N .00	DBSHW	100%
03/28/17	170576	HOFFMAN, MICHAEL E; ET UX RECORDED TIME: 14:00 DESCRIPTION 1: LOT 2 - 1 ACRE, CHAPEL DIST DATE OF DEED : 03/28/17 BOOK: 614 PAGE: 879 MAP: 30A-A-82A NUMBER PAGES : 2	N PUSKAR, CATHERINE M 6081 MARINEVIEW RD KING GEORGE, VA. 22485	N <del>80,000.00</del>	DBS	100% <i>55 K 80 K VAC</i>
03/29/17	170581	POTTS, ROY E; III RECORDED TIME: 12:31 DESCRIPTION 1: LONGMARSH DISTRICT DATE OF DEED : 03/29/17 BOOK: 614 PAGE: 891 MAP: 7-A-127 NUMBER PAGES : 2	N JOHNSON, ANTHONY W; II 1176 LONGMARSH ROAD BERRYVILLE, VA. 22611	N 320,000.00	DBS	100% <i>245,300 W/IMPV 103 K VAC</i>
03/29/17	170583	SMITH, SCOTT D; SR RECORDED TIME: 12:50 DESCRIPTION 1: LONGMARSH DISTRICT DATE OF DEED : 03/22/17 BOOK: 614 PAGE: 909 MAP: 8-A-25A NUMBER PAGES : 3	N SMITH, SCOTT D; SR 729 STRINGTOWN ROAD BERRYVILLE, VA. 22611	N .00	DBSHW	100% <i>126-A 481,900</i>
03/30/17	170590	NUCCIO, ARTHUR C; JR RECORDED TIME: 13:15 DESCRIPTION 1: 15.9456 ACRES DATE OF DEED : 03/28/17 BOOK: 614 PAGE: 987 MAP: NUMBER PAGES : 2	N ROYSTON, LARRY J; II 11865 HARRY BYRD HWY BERRYVILLE, VA. 22611 LONGMARSH DISTRICT	N <del>482,600.00</del>	DBS	100% <i>482,600 W/IMPV</i>

COUNTY OF CLARKE CIRCUIT COURT  
 MONTH END DEEDS OF PARTITION AND CONVEYANCE  
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RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
03/30/17	170591	MORELAND, KATHY ANN RECORDED TIME: 13:50 DESCRIPTION 1: BATTLETOWN DIST DATE OF DEED : 03/28/17 BOOK: 615 NUMBER PAGES : 2	N SWARTZ, PAUL; ET UX 16121 PUCRELLVILLE RD PURCELLVILLE, VA. 20132 PAGE: 1 MAP:	N <sup>75K</sup> <del>120,000.00</del>	DBS	100% <i>120K VAR</i>
03/31/17	170596	RICHMOND AMERICAN OF VIRGINIA, RECORDED TIME: 12:05 DESCRIPTION 1: LOT 11KBERRYVILLE GLEN DATE OF DEED : 03/29/17 BOOK: 615 NUMBER PAGES : 2	N CHARMO, MICHAEL WILLIAM 653 NCGYURE CIRCLE BERRYVILLE, VA. 22611 PAGE: 37 MAP:	N 403,460.00	DBS	100% <i>45K VAR</i>
03/31/17	170598	STEWART, BARBARA L RECORDED TIME: 13:00 DESCRIPTION 1: PARCEL A GREENWAY DIST DATE OF DEED : 03/28/17 BOOK: 615 NUMBER PAGES : 2	N GARDNER, BRIAN; ET UX 131 IKD WATERKII RD OLDHAMS, VA. 22529 PAGE: 53 MAP:	N 380,000.00	DBS	100% <i>319,900 w/impv</i>
03/31/17	170601	STUART PROPERTIES LLC RECORDED TIME: 15:15 DESCRIPTION 1: GREENWAY DISTRICT DATE OF DEED : 03/16/17 BOOK: 615 NUMBER PAGES : 2	N WHITE POST VILLAGE ASSOCIATION N P O BOX 222 WHITE POST, VA. 22663 PAGE: 69 MAP: 28A-A-34,36	.00	DG	100%
03/31/17	4390	WHITE, THOMAS FRASIER RECORDED TIME: 16:18 DESCRIPTION 1: GREENWAY DISTRICT DATE OF DEED : 03/31/17 BOOK: 99 NUMBER PAGES : 0	N/A N/A PAGE: 275 MAP:	.00	PROBATE	00%



COUNTY OF CLARKE CIRCUIT COURT  
MONTH END DEEDS OF PARTITION AND CONVEYANCE  
LOCAL TAXATION DEPARTMENT  
COUNTY  
FOR MARCH, 2017

RECORDED INSTRUMENT GRANTOR (X) GRANTEE/ADDRESS (X) CONSIDERATION TYPE PERCENT

\*\*\*\*\* COUNTY DEEDS OF CORRECTION \*\*\*\*\*

03/08/17 17-453 PROFESSIONAL FORECLOSURE CORP N WELLS FARGO BANK NA N .00 DCOR 100%  
RECORDED TIME: 09:44 CLARKE COUNTY VA, VA. 22611  
DESCRIPTION 1: DB 613, PG 30  
DATE OF DEED : 00/00/00 BOOK: 614 PAGE: 285 MAP: 21-A-2-A-29 PIN:  
NUMBER PAGES : 0

TOTAL COUNTY DEEDS OF PARTITION AND CONVEYANCE: 45  
TOTAL NUMBER OF COUNTY DEEDS OF CORRECTION : 1  
TOTAL NUMBER OF COUNTY WILL/FIDUCIARY : 8

Clarke County Economic Development and Tourism

Monthly Update

April, 2017

The Value Added Farming Session was quite successful. There were 18 attendees and they really seemed to appreciate the fact that the speakers were mostly new to them. We were able to provide new sources of information, funding, help for business plans and some interesting grants that will help existing farmers to expand operations by adding a new value add component to their offerings.

We had speakers from The Beginning Farmer and Rancher Coalition. They are affiliated with Virginia Tech and have some very interesting matching programs to help would be farmers find mentors or land that may be available to farm. The Farm Bureau has an affiliate FLAIR this is the non profit that works with farmers to provide up to a \$250,000 grant to add a value add to their offering. LFFCC SBDC presented a summary of the many confidential programs available to farmers and agricultural businesses. Finally People Inc. of Virginia talked about the many funding and training opportunities that they are able to offer in conjunction with local banks and other lending institutions. The representative from VDACS was not able to make the session, but his information was summarized for the audience.

Evaluation questionnaires showed that the audience thought that the session was very worthwhile, and that they would like additional sessions either one on one or in a group on the following topics:

Business Plan Counseling, Social Media and Marketing, Grants and Incentives, Loan Programs available, exploring new Value add to your ag business. Additionally several would like help with web sites, Facebook and social media.

We are exploring how best to put these seminars or sessions together to achieve the maximum benefit to our agricultural citizens.

The Farm Tour will take place on Saturday April 29<sup>th</sup>. There are four farms on the tour and the tour runs from 10:00am-5:00pm. Harvue Farm is the exception receiving visitors only until 2:00pm. The other farms are Almeda Farm, Chilly Hollow Vegetable Farm and Smith Meadows Meats at Smithfield Farm. Each farm is unique and different from the others to give visitors a better understanding of the many types of agricultural businesses in Clarke County and to better help them understand where their food comes from, as well as a behind the scenes look at an equine operation. We are fortunate because Almeda Farm is also hosting a Western Riding Show on the day of the tour.

We will be promoting the tour on Facebook, our web site, in the local papers and on local radio. We will be distributing brochures at the visitors center, local restaurants and the farm supply store. Additionally

the Farm Bureau will be sending out emails about the tour, and Virginia.Org will have an event posted on their web site.

We have had interest from several businesses to locate or start operations in Berryville and Clarke County. We are supplying information and trying to maintain interest in several of these companies as they would represent at least 30-50 new jobs for the county, but they are in a very preliminary stage at this time.

I have sent an email to Eric Meyer regarding the Equine Alliance. I am proposing that we work with the alliance and I will write a grant request to the Virginia Tourism Corporation for a marketing grant. This would be to help the Alliance better market the Equine Alliance Members to gain additional revenues through increased tourist and customer activities. I am exploring if we can use some or all of the money towards a detail survey. There are two levels of grants, \$10,000 with a matching dollar for dollar contribution on the part of the state and a \$50,000 grant with a 2:1 dollar requirement. We will determine which is best for this particular grant. We also have until early June to submit any other grant request ideas to the Virginia Tourism Corporation for marketing grants. I am confident that with some thought we may be able to assist merchants or service companies in Berryville or Clarke County with applying for an applicable Grant.

The analytics for both the Tourism and Economic Development web sites show between 65% and 75% new users who are viewing pages on the sites. We are averaging over 160 individual sessions with over 149 individual users.

We are promoting local events on Facebook, and last week had a reach of over 2,000 people just for the promotion of the Lockett's Spring Sale. Additionally there were 115 engagements and 15 shares of the event. There are over 930 likes for the Tourism page and over 130 likes for the economic development page.

The Shenandoah Valley Tourism Partnership will be having a major release announcement in May, details will follow. In conjunction with SVTP I was interviewed by Zoomer Radio out of Toronto who were visiting live in the Valley last week. I spoke about the Top of Virginia Artisan Trail and the many artist venues and unique shopping in Berryville and Clarke County.

On April 18, 19, and 20, I will be attending an agri-tourism seminar in Richmond.

On the 20th I will also be attending a Go Virginia Initiative orientation in Richmond.

**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	Mar-17	YTD Totals
<b>Billable Calls</b>										
Enders (Co 1)	79	58	58	69	54	71	53	62	59	563
Boyce (Co 4)	22	12	15	11	6	19	14	10	13	122
Blue Ridge (Co 8)	6	4	10	11	9	8	9	4	8	69
<b>Total # of Billable Calls</b>	<b>107</b>	<b>74</b>	<b>83</b>	<b>91</b>	<b>69</b>	<b>98</b>	<b>76</b>	<b>76</b>	<b>80</b>	<b>674</b>
ALS Trips Billed	52	42	33	46	39	52	47	45	39	395
BLS Trips Billed	55	32	50	45	30	46	29	31	41	359
<b>Total</b>	<b>107</b>	<b>74</b>	<b>83</b>	<b>91</b>	<b>69</b>	<b>98</b>	<b>76</b>	<b>76</b>	<b>80</b>	<b>754</b>
<b>Calls Dispatched</b>										
Co 1 Career	64	53	44	61	52	73	51	50	40	488
Co 1 Volunteer	3	5	7	2	0	1	5	9	8	40
Co 1 Split	50	35	26	43	32	24	33	56	46	345
Co 4 Career	1	2	0	2	2	0	0	3	11	21
Co 4 Volunteer	5	9	8	4	5	5	14	14	6	70
Co 4 Split	15	5	8	10	5	20	9	2	3	77
Co 8 Career	0	0	0	0	0	0	0	0	0	0
Co 8 Volunteer	13	7	20	6	12	13	15	5	7	98
Co 8 Split	0	0	1	2	0	2	4	0	0	9
Unknown	12	2	3	2	2	6	0	6	0	33
<b>Total # of Calls Dispatched</b>	<b>163</b>	<b>118</b>	<b>117</b>	<b>132</b>	<b>110</b>	<b>144</b>	<b>131</b>	<b>122</b>	<b>121</b>	<b>1158</b>
<b>Total Payments</b>	<b>\$32,086.55</b>	<b>\$44,691.71</b>	<b>\$32,857.11</b>	<b>\$35,412.90</b>	<b>\$33,013.01</b>	<b>\$31,401.28</b>	<b>\$31,724.23</b>	<b>\$28,420.62</b>	<b>\$31,534.63</b>	<b>\$301,142.04</b>

MAR 27 2017

Clarke County



## Director's Report to the Library Board For February 2017

Submitted March 21, 2017

### ***Overflowing fun at Bowman Library***

It was a wild, wonderful day at Bowman Library on Saturday, February 1. Simultaneously, three library events took place: the Groundhog Day Celebration (with a real groundhog), Stitch in Public Day, and the Chess Club, plus a homeowner's association meeting. The parking lot and overflow lot were quite full, and the children's area, adult area, lobby, and meeting room were thronged. One of best parts of having these events all at once was the synergy between the programs. Kids and parents who came for Groundhog Day also took a stitch. Some stitchers and chess players also saw the groundhog. A couple of homeowners came out and played chess. People from every group had ice cream. Everyone who came got more than they expected from their library visit and loved it.



Groundhog day participants at Bowman Library  
February 4, 2017

### ***Second annual Preschool Day Care Open House held at Handley Library***

While their children were occupied with building activities in the library's Construction Club, over 100 parents talked with representatives of eight preschools and day cares at Handley Library on February 11. Schools appreciate the opportunity to meet with parents and show them what they offer, and parents can save time by meeting with multiple schools in the same location.

### ***Archives Librarian Rebecca Ebert is awarded AAUW's Woman of the Year***



Rebecca Ebert in 2011 when she received the Martha Washington Medal by Col. James Wood II Chapter of the Sons of the American Revolution, for outstanding services to the SAR.

Rebecca "Becky" Ebert is the Archives Librarian for the Stewart Bell Jr. Archives, Handley Regional Library, which she established, and the Winchester-Frederick County Historical Society. In these positions, Rebecca has been responsible for reference services, collection development, accession and cataloging. Recognition as an outstanding archivist and historian has resulting in Rebecca's being a preferred consultant to area organizations who are establishing archives.

Rebecca's work as an archivist and historian and her dedication to the Shenandoah Valley and its people has been dignified by many awards both at a state and a local level. These include the Commonwealth Award from the Virginia Genealogical Society; the Robert Weatherton Award from the Coalition for Racial Unity, for outstanding service and commitment to the goals of the Coalition for Racial Unity; the Presidential Award of Appreciation, Winchester – Frederick Co. Historical Society; and the Commonwealth Award, Virginia Genealogical Society.

***What's with all those partners?***

Every month there is a list of community organizations participating in programs at the library. For the past several years, library staff has engaged expertise from other organizations to present workshops and programs at the library. The library has room for programs and the other organizations have expertise in their fields, and partnerships are an excellent way to benefit the community. Some recent examples of regular programs are chess, Maslenitza, Groundhog Day, Pokémon Trading Card games, Manga Art, Paws for Pleading and Kids Love to Color are all programs that are happening because of volunteer partnerships.

***Month at a Glance***

26,795	Library visitors
66,056	Checkouts of books & materials
4,957	Checkouts of eBook, eMagazine, audiobook
95	In-house Library programs
3,237	Attendance at in-house Library programs
4	Outreach programs (presented outside the library)
400	Attendance at Outreach programs

***Organizations that helped sponsor or participated in February programs***

American Association of University Women	Lisa A. Pruett, Frederick County Public Schools
Apple Country Head Start	Miranda & Ella Schnoor, local entertainers
Big Brothers and Big Sisters	Mountain View Christian Academy
Blue Ridge Dog Training Club	Museum of the Shenandoah Valley
Boys and Girls Club	Shenandoah Valley Tapestry
Boys and Girls Club of Northern Shenandoah Valley	Sierra Fox, Reporter – WHAG TV
Clarke County Historical Association	St. Paul AME Church
Daughters of American Revolution	Susie Gerometta, Frederick County Parent Resource Center
David Hubbard, Shenandoah Valley Chess Club	Todd Strader, local author
Dr. Diane Schnoor, Shenandoah Valley Discovery Museum	Valley Makers Association
Independent School of Winchester	Virginia Cooperative Extension
Irina Galunina and Kathi Bird, Embroidery Guild of America, Winchester Chapter	Winchester-Frederick County Historical Society
John Handley High School	

***Outreach—where library staff went in February***

Mexican Consulate at Shenandoah University
Middletown Elementary
Rotary Club of Clarke County
Shenandoah Valley Discovery Museum

Virginia Regional Transit

Month: March 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	29	30	31	
Scheduled Trips	7	7	12			10	7	7	8	12			8	0	2	16	8			8	11	2	9	22			8	7	4	13	6	194
No Shows/Cancellations	0	0	0			0	3	0	2	4			1	0	2	5	0			0	0	0	0	3			0	0	0	0	0	20
Add Ons	0	0	0			1	0	0	2	0			0	0	0	2	0			2	0	0	3	2			2	1	0	0	0	15
Total Passengers Transported	7	7	12			11	4	7	8	8			7	0	0	13	8			10	11	2	12	21			10	8	4	13	6	189

MEMORANDUM

TO: David Ash, Board of Supervisors  
FROM: Alison Teetor  
DATE: March 30, 2017  
SUBJECT: Tracking Septic Pumpouts

Background

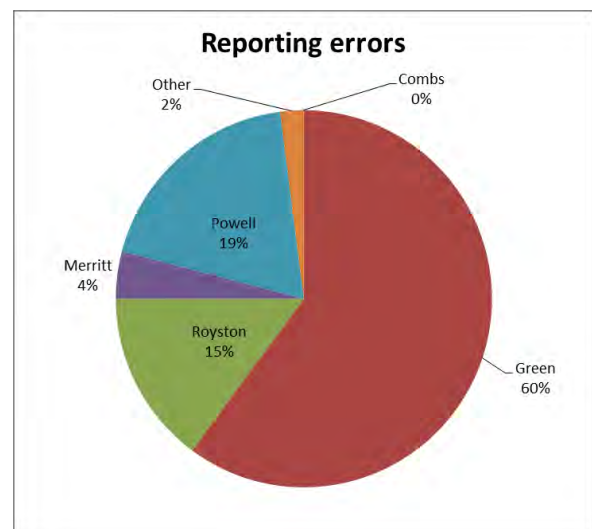
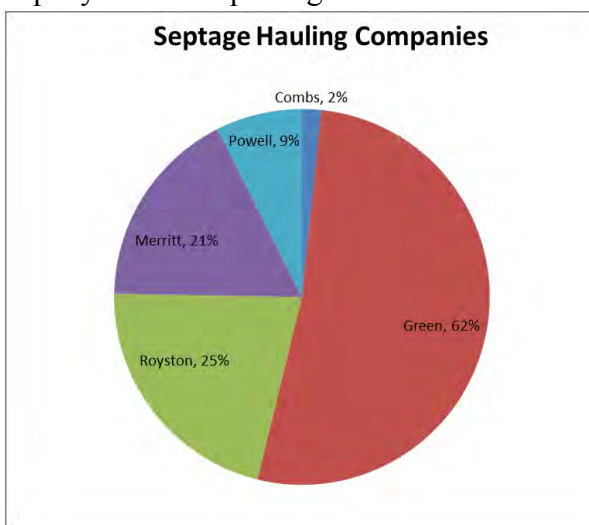
Beginning in January 2011, the Frederick-Winchester Service Authority (FWSA) has required Clarke County to verify that the septage disposed of at the Opequon Treatment Facility originated in Clarke, as outlined in the Agreement between the County and FWSA. This validation consists of cross-referencing the address of origin as supplied by the hauler with County records to validate that the address does exist in the County.

The Agreement provides that the County is allotted an average 5,000 gallons per day (daily average flow). "Daily average flow" as used herein means total monthly gallons delivered divided by the number of days in that month. Each month a spreadsheet is provided by the FWSA to Clarke. The spreadsheet is compiled from the hauler invoices and details the deliveries of septage. The detail includes the date, hauler, name and address of pumpout location, and volume in tons of septage pumped. In addition copies of all invoices from the haulers are compiled in a pdf for the month. The pdf is used to verify the spreadsheet accuracy as occasionally hauler handwriting is difficult to read.

Data Analysis

The primary purpose of the data review is to insure that the septage brought to the Opequon Treatment Facility and credited to the County does in fact originate in Clarke County. The following chart and graph summarize the number of pumpouts occurring monthly and indicates that a relatively small number either have not been verified or have originated outside of Clarke County. Of 3,167 pumpouts in 5 years, 139 could not be verified (4%). Lack of verification was generally the result of incomplete invoices or addresses that could not be identified as being located in the County.

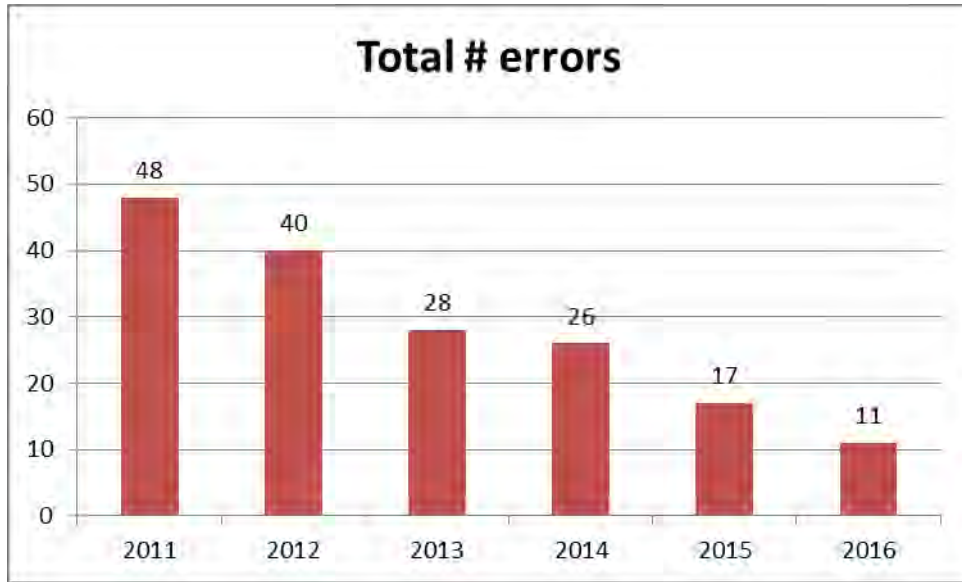
Seven different companies have pumped septage in the County; however 4 companies have conducted 98% of the pumpouts in the last 5 years. The companies include Greens Septic Service, Powell's Plumbing, Martin Septic Service who sold the company to Larry Royston, and Merritt Sanitation. Combs provides pumpout to port-a-john's exclusively, and in 2016 had little to no activity. The following chart details the percent pumpouts for each company and the reporting errors.



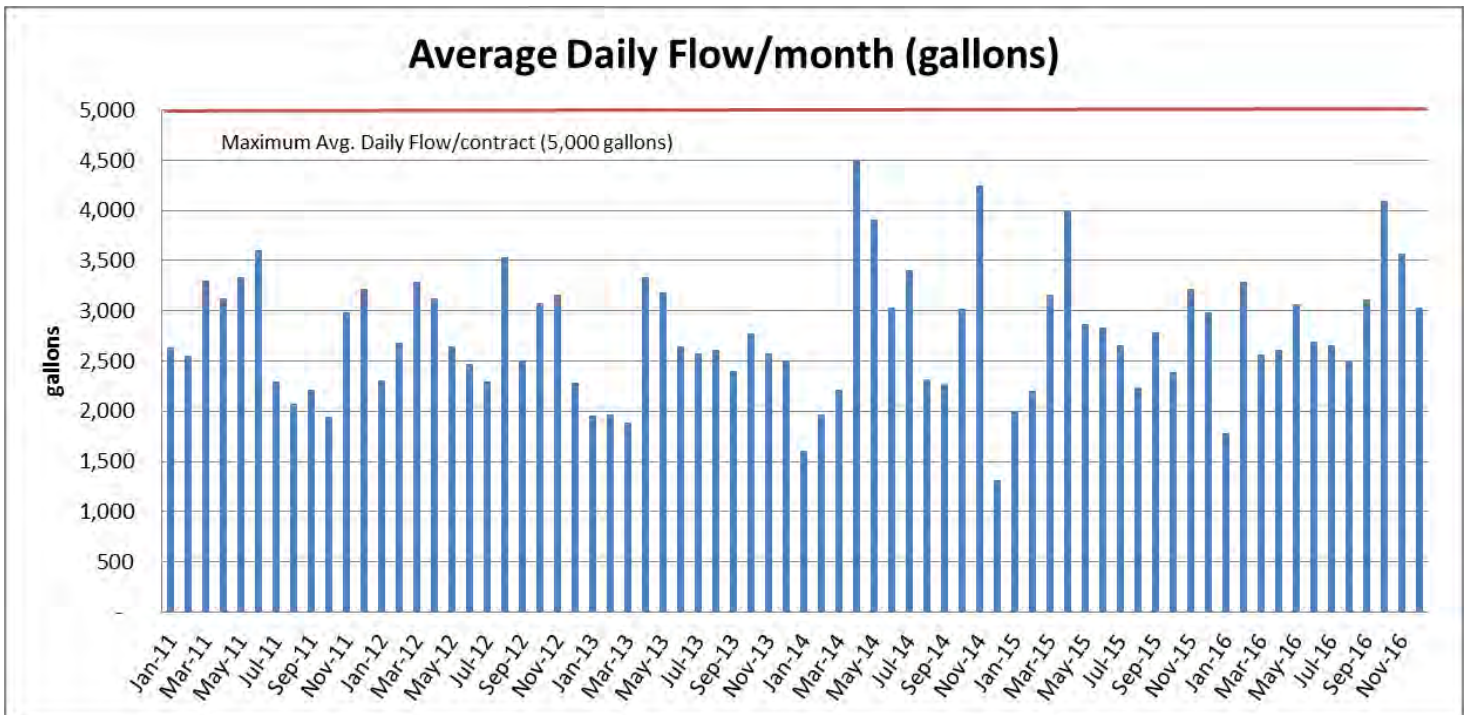
Greens Septic Service has conducted the majority of the pumpouts and also have the highest error rate however it is important to note that the error rate is very low relative to the number of pumpouts.

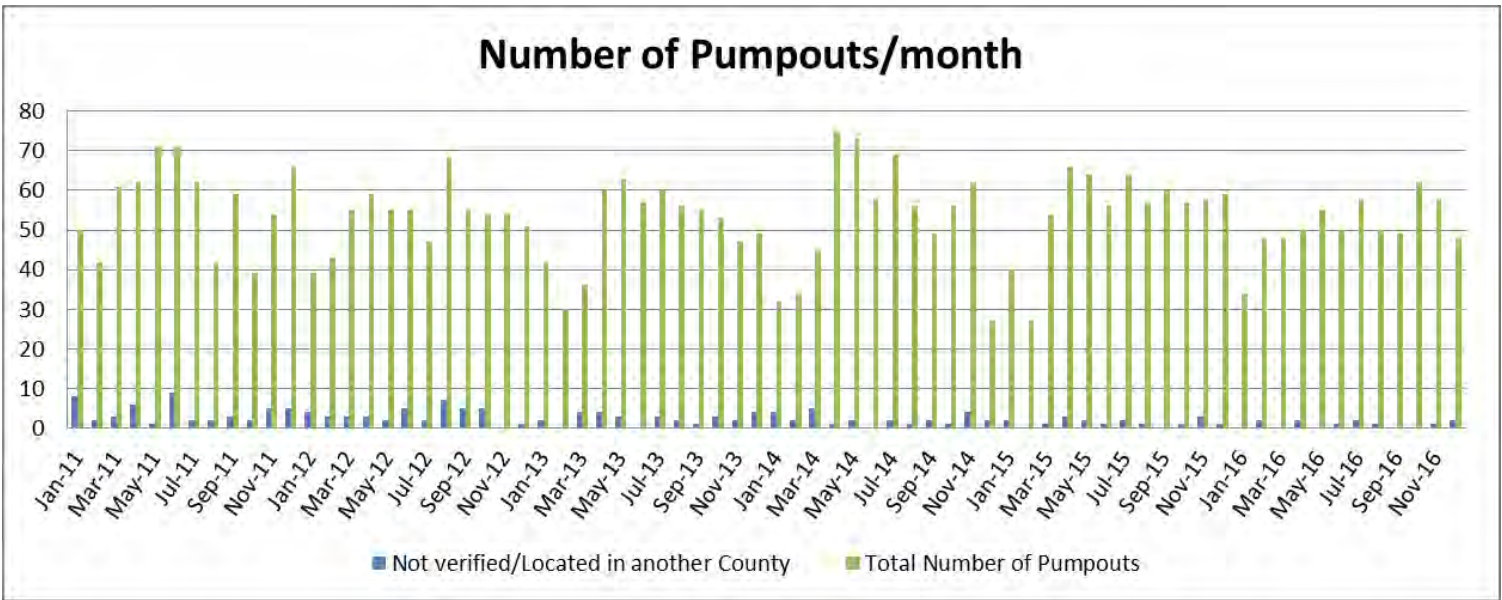


The total number of errors per year has gone down significantly over the last five years. A letter from the County Administrator was sent to the septic haulers in January 2014 explaining the County's contract with the FWSA and asking them to fill out Source Forms accurately and legibly.



The following graph details the average daily flow for the past 3 years. The Agreement with the FWSA allows for an average daily flow of 5,000 gallons per day. As indicated the average continues to be below the allotted 5,000 gallons.





**Conclusion**

The data over the 5 years is very consistent with regards to the number of pumpouts and average daily flow. Based on issues with verification due to incorrect addressing a letter will be sent to each of the 4 primary haulers requesting that drivers insure that address information on invoices is accurate and legible, the number of errors continues to go down.

**Recommendation**

Based on the flow levels it would appear that there is extra capacity available for Clarke County residents. The County adopted septic pumpout requirements in 1994. These were never implemented for several reasons; 1) a septage facility does not exist in the County and 2) an effective ordinance with fiscally responsible administration for tracking was never developed.

Periodic pumping of septic tanks is an important component of the maintenance of an onsite system to insure it functions as designed so as not to pollute groundwater. Chesapeake Bay TMDL recommendations include mandatory pumpouts every five to 7 years. Last year staff recommended that a mandatory septic pump out ordinance be developed and considered for adoption, this will be developed as time permits, this was recommended last year but the Board did not direct staff to prepare the mandatory pump out ordinance and program.