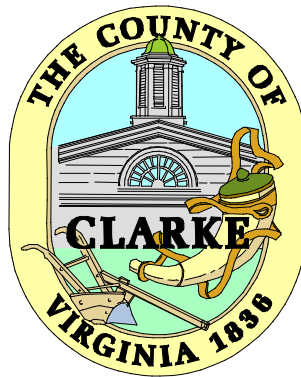


Clarke County Board of Supervisors



Regular Meeting Packet

April 17, 2018



Clarke County Board of Supervisors Regular Meeting Agenda

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

Item	April 17, 2018	Packet Page
Afternoon Session 1:00 PM		
1. Call To Order		5
2. Adoption Of Agenda		6
3. Citizen's Comment Period		7
4. VDOT Update		
A. Set Public Hearing SSYP 2018/2019		9
5. Request to Amend Special Event Permit Application Watermelon Park Fest, River & Roots, and Single-day Event Large Event Years 2018, 2019, 2020 Approved February 20, 2018		18
6. FY2019 Budget Review and Adoption 2018-03R with 2018-04R Appropriations Resolutions		22
7. CY2018 Tax Rates Review and Adoption 2018-05R		31
8. Update Removal of Structure Identified as 1862 Millwood Road		32
9. BoS Minutes:		
– February 20, 2018, Regular Meeting		36
– March 20, 2018, Regular Meeting		66
– April 3, 2018, Joint Board of Supervisors and School Board FY2019 Budget and CY2018 Tax Rate Public Hearing		98
10. Consent Agenda:		102
A. African American Civil Rights grant for the project entitled "Josephine City School Roof Project" for \$17,855. Recommendation: Authorize the County Administrator to sign necessary grant contracts and forms related to the grant. An appropriation request will be sent to the finance committee once the contract is approved.		103
11. Board of Supervisors Personnel Committee Items for April 9, 2018		104
A. Expiration of Term for appointments expiring through June 2018. Action: The Personnel Committee recommends reappointing the following:		105
– Aubrey Bogert, Clarke County Library Advisory Council, to a four-year term expiring April 15, 2022		
– Francis Lee, Clarke County Planning Commission, to a four-year term expiring April 30, 2022		
– Randy Buckley, Clarke county Planning Commission, to a four-year term expiring April 30, 2022		
– Doug Kruhm, Clarke County Planning Commission, to a four-year term expiring April 30, 2022		
B. Springsted Responses to Recently-Reviewed Positions by David Ash. Action: Information only.		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



Clarke County Board of Supervisors Regular Meeting Agenda

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

Item	April 17, 2018	Packet Page
12. Board of Supervisors Work Session Items for April 9, 2018		115
A. VDOT SSYP2018/2019. Action: See Item 4A.		117
B. Hazard Mitigation Plan. Action: Additional discussion.		123
C. Virginia Transit Proposed Route Adjustment. Action: Information only.		128
D. Closed Session Pursuant to §2.2-3711-A1 Specific employees or appointees of the Board. Action: See Item 19.		115
13. Board of Supervisors Finance Committee Items for April 9, 2018		129
A. Outstanding FY2019 Budget Modifications. Action: In the proposed budget that follows, and in the budget and appropriation resolutions that appear earlier in the Board's Agenda [Items 6 and 7]:		130
Advertised Deficit	22,024	
Sales Tax	-	
Sheriff OT	50,000	
RE Tax (solar farm)	35,273	
EMS Billing mid option	(83,291)	
Victim Witness	(1,416)	
Net Change	566	
Proposed Deficit	22,590	
B. Modifications to Purchasing Policy General Terms and Conditions. Action: Approval is recommended by the Joint Administrative Services Board and the BoS Finance Committee.		135
C. Bills and Claims. Action: The Finance Committee recommends approval of the March 2018 Invoice History Report.		153
D. Standing Reports. FYI: Reconciliation of Appropriation, General Fund Balance, Capital Projects, YTD Budget Report Departments / Agencies. Action: Information only.		161
14. Joint Administrative Services Update		175
15. Government Projects Update		178
16. Miscellaneous		179
17. Summary Of Required Action		180
18. Board Member Committee Status Reports		181
19. Closed Session Pursuant to §2.2-3711-A1 Specific employees or appointees of the Board.		182
20. Adjournment		183

No Evening Session 6:30 pm

Reports in April Packet:	184
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Note: The order in which Agenda items are considered may be changed to assure that public hearings are started as close as possible to the scheduled time Page 2 of 3

4/10/2018 3:16 PM



Clarke County Board of Supervisors Regular Meeting Agenda

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

Item	April 17, 2018	Packet Page
- Building Department		185
- Commissioner of the Revenue		196
- Fire & EMS		204
- Handley Regional Library		205
- Zoning And Subdivision Ordinance Update Project Progress Report		209

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

4/10/2018 3:16 PM

Clarke County Board of Supervisors

Call to Order

Adoption of Agenda

Clarke County Board of Supervisors

Citizen Comment Period

Clarke County Board of Supervisors

VDOT

**CLARKE COUNTY
SECONDARY
SYSTEM
IMPROVEMENT
PLAN
2018/19-2023/24**

DRAFT

Ed Carter

Edinburg Residency



MAJOR PROJECTS

ROUTE	ROAD NAME UPC #	FROM	TO	AVERAGE DAILY TRAFFIC COUNT	DESCRIPTION OF WORK	VICINITY	ESTIMATED COST	TENTATIVE AD/START DATE	COMMENTS
761	Old Charlestown Road UPC 98956	At Frederick/Clarke Co line		1200	Replace bridge structure		\$4,356,227	2020	Federal Funds
* 723	Old Winchester Road UPC 86316	.05 miles E County line	.05 miles W County line	880	Replace bridge structure		\$1,888,605	2018	Federal Funds

*Listed in Frederick County's Secondary Plan

Secondary System Clarke County Construction Program Estimated Allocations

Fund	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	Total
CTB Formula - Unpaved State	\$100,989	\$97,058	\$0	\$0	\$0	\$0	\$198,047
TeleFee	\$32,988	\$32,988	\$32,988	\$32,988	\$32,988	\$32,988	\$197,928
District Grant Unpaved	\$0	\$0	\$136,278	\$56,114	\$74,499	\$74,499	\$341,390
Total	\$133,977	\$130,046	\$169,266	\$89,102	\$107,487	\$107,487	\$737,365

NEW HARDSURFACE PROJECTS

PRIORITY	ROUTE	ROAD NAME UPC #	FROM	TO	LENGTH (miles)	AVERAGE DAILY TRAFFIC COUNT	VICINITY	ESTIMATED COST	TENTATIVE AD/START DATE	COMMENTS
1)	621	Lockes Mill Road UPC T15248	EHS 2.09 Miles E Rt. 608	1.09 Miles E Rt. 608	1.0	120		\$337,500	2020	Rural Rustic
2)	652	Janesville Road UPC 20260	Rt. 657	Rt. 633	1.4	170		\$315,500	2024	Rural Rustic

Planning Estimates-Typical Sections

	<u>Cost Per Mile</u>
1. Rural Rustic	\$ 305,000
2. Avg. 2-Lane Road Reconst.	\$ 809,952
3. 2-Lane Road New Location	\$ 2,230,800
4. Avg. 4-Lane Road Reconst.	\$ 2,415,128
5. Avg. 4-Lane Road New Location	\$ 4,461,600

QUESTIONS/COMMENTS

?

Public Hearing Notice - DRAFT

The Virginia Department of Transportation and the Board of Supervisors of Clarke County, in accordance with Section §33.2-331 of the Code of Virginia, will conduct a joint public hearing in the Berryville Clarke County Government Center Main Meeting Room, 101 Chalmers Court, 2nd Floor, Berryville, VA, on Tuesday, May 15, 2018, at 6:30 pm.

PH 18-05: The purpose of this public hearing is to receive public comment on the proposed Secondary Six-Year Plan for 2018/2019 - 2023/2024 in Clarke County, and on the Secondary System Construction Budget for Fiscal Year 2018. Copies of the proposed Plan and Budget may be reviewed at the Edinburg Residency Office of the Virginia Department of Transportation, located at 14031 Old Valley Pike Edinburg, Virginia or at the Clarke County offices located at 101 Chalmers Court, Suite B, Berryville, Virginia. All projects in the Secondary Six-Year Plan that are eligible for federal funds will be included in the Statewide Transportation Improvement Program (STIP), which documents how Virginia will obligate federal transportation funds.

Persons requiring special assistance to attend and participate in this hearing should contact the Virginia Department of Transportation at 1-800-367-7623. Any person who wishes to speak on this item is invited to attend the hearing.

David L. Ash - County Administrator

ADVERTISE: The Winchester Star

April 24, 2018
May 1, 2018

INVOICE: Attention: Lora B. Walburn
Clarke County Board of Supervisors
101 Chalmers Court, Suite B, Berryville, VA 22611

Contact: Lora B. Walburn 540-955-5175; Fax 955-5180

Code of Virginia

§ 33.2-331. Annual meeting with county officers; six-year plan for secondary state highways; certain reimbursements required.

For purposes of this section, "cancellation" means complete elimination of a highway construction or improvement project from the six-year plan.

The governing body of each county in the secondary state highway system may, jointly with the representatives of the Department as designated by the Commissioner of Highways, prepare a six-year plan for the improvements to the secondary state highway system in that county. Each such six-year plan shall be based upon the best estimate of funds to be available to the county for expenditure in the six-year period on the secondary state highway system. Each such plan shall list the proposed improvements, together with an estimated cost of each project so listed. Following the

preparation of the plan, the board of supervisors or other local governing body shall conduct a public hearing after publishing notice in a newspaper published in or having general circulation in the county once a week for two successive weeks and posting notice of the proposed hearing at the front door of the courthouse of such county 10 days before the meeting. At the public hearings, which shall be conducted jointly by the board of supervisors and the representative of the Department, the entire six-year plan shall be discussed with the citizens of the county and their views considered. Following the discussion, the local governing body, together with the representative of the Department, shall finalize and officially adopt the six-year plan, which shall then be considered the official plan of the county.

At least once in each calendar year, representatives of the Department in charge of the secondary state highway system in each county, or some representative of the Department designated by the Commissioner of Highways, shall meet with the governing body of each county in a regular or special meeting of the local governing body for the purpose of preparing a budget for the expenditure of improvement funds for the next fiscal year. The representative of the Department shall furnish the local governing body with an updated estimate of funds, and the board and the representative of the Department shall jointly prepare the list of projects to be carried out in that fiscal year taken from the six-year plan by order of priority and following generally the policies of the Board in regard to the statewide improvements to the secondary state highway system. Such list of priorities shall then be presented at a public hearing duly advertised in accordance with the procedure outlined in this section, and comments of citizens shall be obtained and considered. Following this public hearing, the board, with the concurrence of the representative of the Department, shall adopt, as official, a priority program for the ensuing year, and the Department shall include such listed projects in its secondary highways budget for the county for that year.

At least once every two years following the adoption of the original six-year plan, the governing body of each county, together with the representative of the Department, shall update the six-year plan of the county by adding to it and extending it as necessary so as to maintain it as a plan encompassing six years. Whenever additional funds for secondary highway purposes become available, the local governing body may request a revision in its six-year plan in order that such plan be amended to provide for the expenditure of the additional funds. Such additions and extensions to each six-year plan shall be prepared in the same manner and following the same procedures as outlined herein for its initial preparation. Where the local governing body and the representative of the Department fail to agree upon a priority program, the local governing body may appeal to the Commissioner of Highways. The Commissioner of Highways shall consider all proposed priorities and render a decision establishing a priority program based upon a consideration by the Commissioner of Highways of the welfare and safety of county citizens. Such decision shall be binding.

Nothing in this section shall preclude a local governing body, with the concurrence of the representative of the Department, from combining the public hearing required for revision of a six-year plan with the public hearing required for review of the list of priorities, provided that notice of such combined hearing is published in accordance with procedures provided in this section. All such six-year plans shall consider all existing highways in the secondary state highway system, including those in the towns located in the county that are maintained as a part of the secondary state highway system, and shall be made a public document.

If any county cancels any highway construction or improvement project included in its six-year plan after the location and design for the project has been approved, such county shall reimburse the Department the net amount of all funds expended by the Department for planning, engineering, right-of-way acquisition, demolition, relocation, and construction between the date on which project development was initiated and the date of cancellation. To the extent that funds from secondary highway allocations have been expended to pay for a highway construction or improvement project, all revenues generated from a reimbursement by the county shall be deposited into that same county's secondary highway allocation. The Commissioner of Highways may waive all or any portion of such reimbursement at his discretion.

The provisions of this section shall not apply in instances where less than 100 percent of the right-of-way is available for donation for unpaved highway improvements.

Code 1950; 1970, c. 322, § 33.1-70.01; 1977, c. 578; 1979, c. 64; 1981, c. 240; 1993, c. 802; 2001, cc. 105, 130; 2005, c. 645; 2011, cc. 434, 493; 2014, c. 805; 2015, c. 684.

The chapters of the acts of assembly referenced in the historical citation at the end of this section may not constitute a comprehensive list of such chapters and may exclude chapters whose provisions have expired.

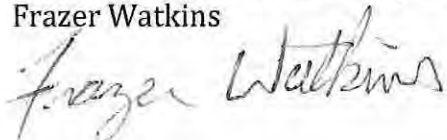
To: David Ash
Clarke County Administrator

From: Frazer Watkins
Shepherds Ford Productions LLC
20 Shepherds Ford Ln.
Bluemont, VA 20135
C: 540-539-2054
Fwatkins@shepherdsford.com

Re: Special Events permit change

Dear Mr. Ash,
Shepherds Ford Productions LLC would like to amend it's special event permit to include the sale of beer within a fenced area commonly referred to as a "beer garden". All required licensure, and procedures would be acquired and provided at the State standards by the vendor. Additional security will be scheduled during the regulated hours of operation. We believe that there is no significant change to operation of our event. We are also not sure how to apply the Agri-tourist aspect as these are local Farm Breweries bringing product to market, just as all our other Farmers Market participants do. We are not sure what approval if any is actually required. Your guidance on this matter would be greatly appreciated.

Our best regards to You and your staff,
Frazer Watkins



- b. VDOT with a plan calling for traffic control devices, signage, cones, barricades, or other activities to take place within the public right-of-way.
- i) **Security.** The applicant shall provide adequate on-site security for the entire duration of a Special Event to the satisfaction of the Sheriff with a security plan.
- j) **Food & Beverage.** The applicant shall provide for adequate preparation and provision of any food or beverage for consumption during the Special Event to the satisfaction of the Health Department (and the Virginia Alcohol Beverage Control Board, if alcoholic beverages are to be served) with a plan for preparing and providing food and beverages).
- k) **Illumination.** If outdoor lighting is to be utilized, such lights shall be located, or such shielding devices or other equipment shall be utilized so as to prevent unreasonable glow beyond the property on which the event is located. All necessary building permits shall be obtained before the event occurs.
- l) **Temporary Structures.** All necessary building permits shall be obtained before the event occurs for any temporary structures such as tents or amusement rides.
- m) **Sound.** Sound levels shall comply with the Clarke County Code § 120, which regulates noise.
- n) **Communication system.** If the premises are without adequate communications systems, the applicant shall make arrangements, approved by the County, to provide for substitute, additional, or alternate means of communication with public safety and other government officials.
- o) **Liability insurance.** The applicant shall provide evidence of adequate liability insurance. A certificate of insurance providing coverage in an amount of at least \$1 million dollars, naming the County of Clarke as an additional insured, and showing the date(s) of the event, shall have been received by the Administrator before an application is placed on a Board agenda for action.
- p) **Setbacks.** The approving entity may establish setbacks from property lines, rights of way, and access easements to the site of

Adjoining Property Owners.

Attach a copy of the notice sent to all adjoining property owners. [F1211-06C provides an example of the information required in the notice to adjoining property owners] Notice shall be sent to all adjacent property owners on the same date as the application is filed with the Administrator. The address for such owners shall be that found in the records of the Commissioner of the Revenue or, for properties not located in Clarke County, an equivalent source.

Attach a list of all adjacent property owners, with addresses.

Health Department Notice and Approvals:

Note: The Health Department must approve your plans for the following items. It is best you talk to the Health Department before you submit your plan to ensure it will be approved. Contact: 540-955-1033; 100 North Buckmarsh Street, Berryville, VA 22611

The Event Permit cannot be approved until after the Health Department has approved the plan.

✓ Check here if you have submitted your written plan to the Health Department and have their letter of approval attached to your application. Approval attached

✓ Check here if you have not submitted your plan to the Health Department. Not attached

Note: County Administration will submit your application to the Health Department for review; however, the Event Permit cannot be approved until after the Health Department has approved the plan.

d) Water supply. The applicant shall provide an ample supply of potable water for drinking and sanitation purposes on the premises of the Special Event by providing to the satisfaction of the Health Department the location and type of water facilities.

Statement of plan for providing water included with application including location and type of water facilities included in plan: _____

e) Toilet and/or lavatory facilities. The applicant shall provide adequate toilet and/or lavatory facilities for sanitation purposes on the premises of the Special Event to the satisfaction of the Health Department.

Statement of plan for providing sanitation facilities included in plan.: _____

f) Waste management. The applicant shall provide for the pickup and removal of refuse, trash, garbage, and rubbish from the site of the event on a daily basis, or more often if required by providing to the satisfaction of the Health Department the plans for pickup and removal of refuse and to clean up the premises and remove all trash and debris there from within 48 hours after the conclusion of the event.

Statement of plan for garbage, trash and sewage disposal included in plan.: _____

k) Food & Beverage. The applicant shall provide for adequate preparation and provision of any food or beverage for consumption during the Special Event to the satisfaction of the Health Department (and the Virginia Alcohol Beverage Control Board, if alcoholic beverages are to be served) with a plan for preparing and providing food and beverages).

Statement of plan to provide adequate preparation and provision of any food or beverage for consumption included in plan. _____

Will alcoholic beverages be served? No Yes If yes:

Virginia Alcohol Beverage Control Board Notice/Approval Date: _____ Approval attached.

Contact: www.abc.virginia.gov; 2901 Hermitage Road, P.O. Box 27491, Richmond, VA 23261

Local Fire & Rescue Company Notice and Approvals

Note: The local Fire & Rescue Company must approve your plans for the following items. It is best you talk to your local Fire and Rescue Company before you submit your plan to ensure it will be approved. Contact your local fire & rescue company. [Blue Ridge, Boyce, John Enders, or Shenandoah Farms]

The Event Permit cannot be approved until after the local fire and rescue company has approved the plan.

- ✓ Check here if you have submitted your written plan to the local fire and rescue company and have their letter of approval attached to your application. Approval attached
- ✓ Check here if you have not submitted your plan to the local fire and rescue company. Note: County Administration will submit your application to the local fire and rescue company for review. Not attached

g) Medical facilities. Adequate on-site medical facilities and emergency medical transport vehicles shall be provided to the satisfaction of the Chief of the Fire and Rescue Company providing service to the location at which the Special Event is to be held.

Statement of plan to provide adequate on-site medical facilities and emergency medical transport vehicles included in plan: _____

h) Fire protection. The applicant shall provide for adequate fire protection to the satisfaction of the Chief of the Fire Department providing service to the location at which the Special Event is to be held.

Statement of plan to provide adequate fire protection included in plan. _____

Sheriff's Notice and Approvals

Note: The Sheriff must approve your plans for the following items. It is best you contact him before you submit your plan to ensure it will be approved. Contact: 540-955-1234; 100 North Church Street, Berryville, VA 22611

The Event Permit cannot be approved until after the Sheriff has approved the plan.

- ✓ Check here if you have submitted your written plan to the Sheriff and have his letter of approval attached to your application. Approval attached

Clarke County Board of Supervisors



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

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

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

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

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

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

FY2019 Budget Resolution 2018-03R DRAFT

BE IT RESOLVED, by the Board of Supervisors of the County of Clarke, Virginia, in a meeting assembled this 17th day of April, 2018, a public hearing having been held on April 3, 2018, as required by statute, that the informative and fiscal planning budget for Clarke County for the fiscal year extending July 1, 2018 through June 30, 2019 be approved as follows:

	<i>FY17 Original Budget</i>	<i>FY17 Audited Actual</i>	<i>FY18 Adopted Budget</i>	<i>FY18 Revised Budget</i>	<i>FY19 Proposed Budget</i>	<i>Variance 19 Proposed-18 Adopted</i>
EXPENDITURE						
Board of Supervisors	60,176	56,051	57,265	57,265	58,459	1,194
County Administrator	306,335	308,924	313,136	371,960	378,976	65,840
Legal Services	35,000	44,860	35,000	35,000	35,000	-
Commissioner of Revenue	205,850	203,428	205,595	205,595	210,490	4,895
Assessor	3,500	3,500	3,500	3,500	4,500	1,000
Equalization Board	-	3,800	-	-	-	-
Treasurer	275,354	277,071	283,229	283,229	302,167	18,938
Information Technology	294,840	302,578	296,879	296,879	305,152	8,273
Electoral Board	40,980	37,571	44,003	44,003	44,503	500
General Registrar	73,970	77,424	78,482	78,482	82,638	4,156
Circuit Court	12,180	18,231	12,680	12,680	13,680	1,000
General District Court	4,420	4,549	4,420	4,420	4,320	(100)
Magistrate	200	17	100	100	40	(60)
Juvenile & Domestic Court	3,500	2,041	3,500	3,500	2,900	(600)
Clerk of the Circuit Court	252,874	245,478	254,374	254,374	264,897	10,523
Victim/Witness Coordinator	70,775	64,420	72,385	72,385	71,897	(488)
Blue Ridge Legal Services	1,500	1,500	1,500	1,500	1,500	-
Regional Court Services	4,494	4,494	6,179	6,179	6,500	321
Commonwealth Attorney	357,499	357,564	362,747	365,239	377,070	14,323
Sheriff	2,271,033	2,266,384	2,311,661	2,341,250	2,477,880	166,219
Criminal Justice Training Center	19,593	21,157	20,000	20,000	19,593	(407)
Drug Task Force	12,500	10,608	12,500	12,500	12,500	-
Fire and Rescue Services	767,392	783,586	804,646	804,646	993,830	189,184
Volunteer Fire Companies	140,485	116,341	118,153	154,593	172,200	54,047
Blue Ridge Volunteer Fire Company	51,200	51,050	51,200	51,200	66,250	15,050
Boyce Volunteer Fire Company	51,900	51,400	51,600	51,600	66,700	15,100
Enders Volunteer Fire Company	77,200	77,450	77,800	77,800	93,300	15,500
Lord Fairfax Emergency Medical Services	5,422	5,422	6,282	6,282	6,262	(20)
Forestry Service	2,712	2,712	2,712	2,712	2,874	162
Regional Jail	512,000	489,071	551,259	551,259	547,984	(3,275)
Juvenile Detention Service	22,595	22,098	16,254	16,254	13,179	(3,075)

www.clarkecounty.gov

101 Chalmers Court, Suite B
 Berryville, VA 22611

Telephone: [540] 955-5175

	FY17 Original Budget	FY17 Audited Actual	FY18 Adopted Budget	FY18 Revised Budget	FY19 Proposed Budget	Variance 19 Proposed-18 Adopted
Probation Office	800	47	800	800	500	(300)
Building Inspections	172,409	183,254	211,515	211,515	203,704	(7,811)
Animal Control	117,557	114,212	118,496	118,496	112,695	(5,801)
Medical Examiner & Indigent Burial	1,000	160	500	500	200	(300)
Refuse Disposal	175,500	142,851	162,000	162,000	150,000	(12,000)
Convenience Center	-	-	50,000	50,000	100,000	50,000
Litter Control	5,310	3,835	5,310	5,310	5,310	-
Sanitation	240,750	238,398	240,750	240,750	242,000	1,250
Maintenance/Buildings & Grounds	873,187	784,033	853,854	853,854	880,222	26,368
Local Health Department	220,000	220,000	221,909	221,909	154,126	(67,783)
Our Health	5,000	5,000	6,500	6,500	6,500	-
N Shen Valley Subs Abuse Coalition	15,000	15,000	15,000	15,000	15,000	-
Northwestern Community Services	88,000	88,000	90,000	90,000	92,000	2,000
Concern Hotline	750	750	750	750	750	-
NW Works (Disabilities)	1,000	1,000	1,000	1,000	1,000	-
Shenandoah Area Agency on Aging	40,000	40,000	40,000	40,000	40,000	-
Virginia Regional Transit	19,302	19,302	19,302	19,302	19,302	-
FISH (human services)	1,000	1,000	1,000	1,000	1,000	-
Laurel Center (Women's Shelter)	2,000	2,000	2,500	2,500	3,000	500
Access Independence (Disabilities)	750	750	1,000	1,000	1,000	-
Tax Relief for the Elderly	-	263,906	212,501	212,501	213,396	895
Lord Fairfax Community College	16,441	16,441	15,788	15,788	18,441	2,653
Parks Administration	407,878	385,303	440,606	440,606	449,034	8,428
Recreation Center	106,143	99,491	109,130	109,130	114,384	5,254
Swimming Pool	83,756	61,127	84,214	84,214	84,934	720
Concession Stand	15,301	15,157	15,330	15,330	16,130	800
Parks Programs	252,310	188,735	241,427	241,427	244,301	2,874
Barns of Rose Hill (arts)	5,000	7,000	5,000	5,000	5,000	-
Virginia Commission for Arts	10,000	10,000	10,000	9,000	9,000	(1,000)
Regional Library	206,513	206,513	223,757	223,757	232,000	8,243
Planning Administration	412,612	403,207	398,684	406,936	426,498	27,814
Housing Services	5,400	-	2,500	2,500	2,500	-
Board of Zoning Appeals	3,270	3,321	3,519	3,519	3,520	1
Office of Economic Development	80,000	49,599	61,575	61,575	64,100	2,525
Berryville Development Authority	2,000	475	2,300	2,300	900	(1,400)
Small Business Development Center	1,500	1,500	1,500	1,500	1,500	-
Berryville Main Street	-	-	2,500	2,500	2,500	-
Blandy Experimental Farm	3,000	3,000	3,000	3,000	3,000	-
Planning Commission	9,639	11,735	14,388	14,388	14,389	1
Board of Septic Appeals	1,016	749	1,565	1,565	1,566	1
Historic Preservation Commission	11,400	11,448	7,900	7,900	9,900	2,000
NSV Regional Planning District Commission	7,384	7,383	10,273	10,273	10,273	-
Regional Airport	2,500	2,500	2,500	2,500	2,500	-
Friends of the Shenandoah	3,000	3,000	3,000	3,000	3,000	-
Water Quality Monitoring	30,000	30,000	30,000	30,000	30,000	-
Lord Fairfax Soil & Water Conservation	5,000	5,000	5,000	5,000	5,000	-
Biosolids Application	10,028	618	6,990	6,990	1,001	(5,989)
Cooperative Extension	42,202	45,086	43,712	43,712	50,443	6,731
Northern Virginia 4-H Center	2,300	2,300	2,300	2,300	2,300	-

	<i>FY17 Original Budget</i>	<i>FY17 Audited Actual</i>	<i>FY18 Adopted Budget</i>	<i>FY18 Revised Budget</i>	<i>FY19 Proposed Budget</i>	<i>Variance 19 Proposed-18 Adopted</i>
Non-Departmental Legal/Prof. Contingency	70,000	-	112,000	50,684	138,000	26,000
Social Services	1,546,124	1,478,944	1,613,733	1,651,733	1,555,824	(57,909)
School Operations	22,137,428	21,487,287	22,535,741	22,535,741	23,270,676	734,935
School Food Service Fund	838,400	816,246	832,408	832,408	844,773	12,365
Comprehensive Services Act	1,097,426	756,714	478,689	478,689	269,499	(209,190)
Public Safety Fund	-	65,875	-	-	-	-
Conservation Easement	30,000	698,391	45,000	125,000	45,000	-
Shenandoah Farms Sanitary District	20,000	4,760	-	-	-	-
General Capital Improvements	955,162	1,045,734	947,589	2,407,812	597,000	(350,589)
School Capital Improvements	4,412,000	4,287,124	842,000	4,810,193	732,000	(110,000)
General Debt Service	251,700	251,700	251,700	251,700	251,700	-
School Debt Service	3,815,812	3,815,112	2,972,014	2,972,014	2,942,715	(29,299)
Joint Administrative Services	592,619	588,395	619,461	619,461	793,131	173,670
Unemployment Compensation	17,000	914	13,000	13,000	10,000	(3,000)
TOTAL EXPENDITURE	45,436,058	44,902,161	41,325,521	46,945,218	42,137,378	811,857
<i>Local Funds for Schools</i>	<i>20,209,341</i>	<i>19,352,914</i>	<i>15,886,734</i>	<i>19,628,587</i>	<i>16,439,311</i>	<i>552,577</i>
ESTIMATED REVENUE						
LOCAL REVENUE						
Current Real Estate Taxes	14,500,000	14,092,010	14,693,827	14,693,827	14,854,902	161,075
Delinquent Real Estate Taxes	50,000	159,930	42,639	42,639	114,041	71,402
Land Redemptions	-	3,743	-	-	-	-
Public Service Corporation Real Estate	482,255	487,565	475,887	475,887	496,356	20,469
Current Personal Property Taxes	4,475,997	4,291,056	4,610,712	4,610,712	4,823,300	212,588
Delinquent Personal Property Taxes	64,192	162,002	15,430	15,430	105,966	90,536
Mobile Home Taxes	1,099	1,075	1,183	1,183	1,131	(52)
Machinery and Tools Taxes	164,962	176,461	220,167	220,167	166,593	(53,574)
Penalties (All Property Taxes)	134,147	150,214	134,147	134,147	140,576	6,429
Interest (All Property Taxes)	131,901	120,399	133,477	133,477	147,371	13,894
Administrative Costs Delinq	12,360	11,753	11,406	11,406	11,406	(0)
DMV Stop Fee	453	3,460	2,340	2,340	3,460	1,120
Credit Card Fees	8,327	11,916	11,364	11,364	11,916	552
Sales and Use Taxes	886,732	898,361	959,874	959,874	950,000	(9,874)
Consumer's Utility Taxes	364,567	346,094	340,856	340,856	346,094	5,238
Consumption Tax	34,318	32,433	35,165	35,165	34,516	(649)
Business License Tax	31,135	22,890	25,172	25,172	25,172	-
Motor Vehicle Licenses	301,285	325,439	301,924	301,924	325,439	23,515
Recordation Taxes	258,490	309,762	262,385	262,385	291,749	29,364
Taxes on Wills	4,184	6,124	4,053	4,053	6,775	2,722
Transient Occupancy Tax	32,711	28,005	23,564	23,564	23,564	-
Animal Licenses	11,930	6,471	8,440	8,440	8,440	0
Animal Shelter Fees - Dogs & Cats	7,910	8,068	8,525	8,525	8,525	-
Dangerous Dog Registration	-	265	200	200	200	-
Land Use Application Fees Penalties	3,400	7,700	3,450	3,450	3,450	-
Land Use Application Fees	24,575	25,450	400	400	300	(100)
Transfer Fees	444	545	461	461	485	24
Zoning and Subdivision Permits	67,754	88,924	90,490	90,490	90,490	(0)

	<i>FY17 Original Budget</i>	<i>FY17 Audited Actual</i>	<i>FY18 Adopted Budget</i>	<i>FY18 Revised Budget</i>	<i>FY19 Proposed Budget</i>	<i>Variance 19 Proposed-18 Adopted</i>
Building Permits	163,987	242,160	200,000	200,000	196,245	(3,755)
Road Sign Fees	275	-	-	-	-	-
Sign Permits and Inspection Fees	360	3,493	488	488	1,927	1,439
Weapons Permits	7,000	5,605	5,959	5,959	7,000	1,041
New Dwelling Address Fee	2,275	4,420	3,380	3,380	3,055	(325)
Other permits, fees, and licenses	1,900	450	1,300	1,300	1,075	(225)
Court Fines and Forfeitures	310,095	352,279	310,095	310,095	310,095	-
Courthouse Security Fees	41,285	52,890	41,285	41,285	47,088	5,803
E-Ticket Fee	30,000	26,639	25,000	25,000	30,000	5,000
Interest on Bank Deposits	67,802	38,117	20,071	20,071	78,808	58,737
Rental of Property	55,947	61,000	55,947	55,947	61,000	5,053
Sheriff's Fees	800	-	796	796	796	0
DNA Fees - Blood Test	696	257	235	235	235	(0)
Commonwealth's Attorney Fees	1,777	1,742	1,776	1,776	1,749	(27)
Court Appointed Attorney	1,228	93	1,032	1,032	947	(85)
Central Alarm - Berryville	2,000	2,000	2,000	2,000	2,000	-
Fees for Ambulance & Rescue Services	325,000	409,373	354,920	354,920	447,911	92,991
Jail Processing Fee	1,890	1,287	1,825	1,825	1,825	(0)
EMS- Berryville	79,637	50,000	33,000	33,000	16,500	(16,500)
Wireless E-911	46,009	42,798	42,038	42,038	44,700	2,662
Humane Foundation Contribution	25,000	15,000	20,000	20,000	20,000	-
Recycling Rebate	20,011	21,311	21,311	21,311	22,109	798
Recreation Center Fees	34,995	39,027	33,931	33,931	36,500	2,569
Swimming Pool Fees	73,845	81,040	83,963	83,963	82,519	(1,444)
Concession Stand Revenue	12,500	16,834	14,336	14,336	16,500	2,164
Parks Programs Fees	275,000	261,419	277,140	277,140	265,000	(12,140)
Sale of Maps, Surveys, etc.	650	-	-	-	-	-
Sale of Publications	35	24	35	35	35	-
Mapping Fee	-	120	450	450	205	(245)
Engineer's Fees	8,670	500	10,000	10,000	10,000	-
Zoning Research Fee	1,182	-	-	-	-	-
Biosolids Application Fees	10,000	585	6,882	6,882	1,000	(5,882)
Payment in Lieu of Taxes	-	42,500	-	-	48,722	48,722
Rebates & Refunds	24,772	4,803	21,992	23,381	5,000	(16,992)
Miscellaneous Revenue	5,608	20,586	5,174	5,174	12,571	7,397
Gifts & Donations in Lieu of Taxes	2,750	45,400	31,645	31,645	2,750	(28,895)
Sale of Salvage & Surplus Property	6,075	182	3,680	3,680	3,697	17
Sale of Vehicles	6,100	2,599	4,433	4,433	4,433	(0)
Sale of Other Equipment	-	2,500	-	-	-	-
Insurance Adjustments	7,876	-	7,016	7,016	7,016	0
Cancelled Cks/NSF Fees	-	1,189	-	-	1,189	1,189
Loan Repayment	3,495	3,495	3,495	3,495	3,495	(0)
Insurance Recovery	13,058	5,982	13,002	13,002	13,002	0
Tsfr from Conservation Easement	-	2,500	-	-	-	-
Tsfr from Animal Trust	-	9,625	-	-	-	-
Welfare - Various	-	50,004	-	-	-	-
School Operations - Various	488,927	380,550	423,766	423,766	374,506	(49,260)
School Food Service Fund - Various	574,420	483,576	542,661	542,661	536,758	(5,903)
Public Safety Fund - Various	-	47,233	-	-	-	-

	FY17 Original Budget	FY17 Audited Actual	FY18 Adopted Budget	FY18 Revised Budget	FY19 Proposed Budget	Variance 19 Proposed-18 Adopted
Conservation Easement Fund - Various	20,000	115,814	-	-	-	-
General Capital Projects - Various	-	38,218	-	653	-	-
School Capital Projects	-	25,589	-	-	-	-
Shenandoah Farms Sanitary District Fees	20,000	-	-	-	-	-
Parks Construction Fund - Donations	-	802	-	-	-	-
School Debt Service - Interest	58,075	58,075	104,231	104,231	107,731	3,500
Joint Administrative Services - Refunds	2,000	539	2,000	2,000	2,000	-
TOTAL LOCAL REVENUE	24,890,135	24,850,339	25,149,828	25,151,870	25,821,910	672,082
REVENUE FROM THE COMMONWEALTH OF VIRGINIA						
Motor Vehicles Carrier's Taxes	23,382	22,640	24,138	24,138	25,047	909
Mobile Home Titling Taxes	-	1,207	-	-	-	-
Tax on Deeds (Grantor's Tax)	66,695	58,785	66,820	66,820	55,440	(11,380)
Quarterly Rental Tax	2,186	2,404	2,796	2,796	2,404	(392)
Personal Property Tax Relief	2,483,842	2,483,842	2,483,842	2,483,842	2,483,842	-
Communications Tax	430,180	405,302	415,390	415,390	415,390	0
Commonwealth's Attorney	192,722	189,964	195,575	195,575	194,140	(1,435)
Sheriff	768,916	752,055	771,856	771,856	782,973	11,117
Commissioner of Revenue	77,727	76,730	77,529	77,529	78,658	1,129
Treasurer	95,550	93,184	94,888	94,888	96,457	1,569
Registrar	39,797	37,029	36,601	36,601	37,700	1,099
Clerk of the Circuit Court	157,247	164,497	157,091	157,091	159,249	2,158
Spay & Neuter Fund Distribution	125	24	99	99	24	(75)
Fire Programs Fund	45,475	45,236	47,153	47,153	46,142	(1,011)
Litter Control	5,310	4,055	5,310	5,310	4,500	(810)
Virginia Commission for the Arts	5,000	5,000	5,000	4,500	4,500	(500)
Other Categorical Aid	-	1,946	-	-	973	973
Welfare - Various	1,023,207	990,156	1,072,068	1,072,068	970,388	(101,680)
School Operations - Various	8,668,432	8,699,716	8,939,299	8,939,299	9,107,288	167,989
School Lunch Program - State Match	6,980	9,801	10,862	10,862	12,015	1,153
Comprehensive Services Act - Various	550,456	285,079	239,688	239,688	138,977	(100,711)
Public Safety Fund - Asset Forfeiture	-	6,652	-	-	-	-
Conservation Easement - Grants	-	305,963	30,000	70,000	12,000	(18,000)
General Capital Projects - Various	-	200,000	147,792	126,560	-	(147,792)
School Capital Projects - Technology Bond	154,000	201,787	154,000	380,340	154,000	-
School Debt Service	-	-	-	-	-	-
TOTAL COMMONWEALTH REVENUE	14,797,229	15,043,053	14,977,797	15,222,405	14,782,107	(195,690)
FEDERAL REVENUE						
Payment in Lieu of Taxes	5,700	6,135	6,464	6,464	6,697	233
Emergency Management Assistance	-	7,721	-	-	-	-
State Criminal Alien Assistance Program	921	605	775	775	775	-
Crime Victims Assistance	70,775	63,798	70,775	70,775	72,191	1,416
Violence Against Women Grant	28,053	27,629	28,053	28,053	28,053	-

	<i>FY17 Original Budget</i>	<i>FY17 Audited Actual</i>	<i>FY18 Adopted Budget</i>	<i>FY18 Revised Budget</i>	<i>FY19 Proposed Budget</i>	<i>Variance 19 Proposed-18 Adopted</i>
DMV Alcohol Enforcement	12,870	10,913	11,859	11,859	10,000	(1,859)
DMV Speed Enforcement	8,000	2,315	5,005	5,005	5,000	(5)
Internet Crimes Against Children Task Force	4,000	4,050	4,000	4,000	4,000	-
Dept of Historic Resources	-	11,500	-	-	-	-
DOJ Vest Grant	-	-	-	-	500	500
ARRA Byrne Justice Assistance Grant	-	9,655	-	-	-	-
DOJ Local Law Enforcement Block Grant	1,510	906	1,118	1,118	500	(618)
Fire & Emergency Response Grant	-	-	-	-	7,500	7,500
Comprehensive Services Act	-	14,036	-	-	-	-
Conservation Easement - Federal Grants	-	233,625	-	-	-	-
School Operations - Various	665,632	773,248	723,071	723,071	649,259	(73,812)
School Food Service Fund - NSLP	257,000	296,987	278,885	278,885	296,000	17,115
General Capital Projects - Various	-	224,938	-	-	-	-
Sch Debt Svc - Build America Bond Subsidy	120,833	123,525	118,654	118,654	113,296	(5,358)
TOTAL FEDERAL REVENUE	1,175,294	1,811,587	1,248,659	1,248,659	1,193,771	(54,888)
TOTAL EXPENDITURES	45,436,058	44,902,161	41,325,521	46,945,218	42,137,378	811,857
TOTAL REVENUE	40,862,659	41,704,979	41,376,284	41,622,935	41,797,788	421,504
SURPLUS (DEFICIT)	(4,573,399)	(3,197,181)	50,763	(5,322,283)	(339,590)	(390,353)
FROM FUND BALANCE	4,573,399	3,197,181	(50,763)	5,322,283	339,590	390,353
NET	-	-	-	-	-	-

Adopted this 17th day of April 2018.

Attest

David L. Ash, County Administrator

Clarke County Board of Supervisors



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

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

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

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

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

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

FY2019 Appropriations Resolutions 2018-04R DRAFT

1. BE IT RESOLVED, by the Board of Supervisors of the County of Clarke, Virginia, that the following appropriations are hereby made for the period of July 1, 2018 through June 30, 2019, for the functions and purposes indicated:

General Fund

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

<i>Direct Revenue to the General Fund</i>	\$	10,825,060
<i>Total Appropriation</i>	\$	10,825,060

Social Services Fund

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

<i>Direct Revenue to Social Services Fund</i>	\$	970,388
<i>Transfer from General Fund</i>	\$	585,436
<i>Total Appropriation</i>	\$	1,555,824

School Operating Fund

To be expended only on order of the School Board:

<i>Direct Revenue to School Operating Fund</i>	\$	10,131,053
<i>Transfer from General Fund</i>	\$	13,139,623
<i>Total Appropriation</i>	\$	23,270,676

Comprehensive Services Fund

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

<i>Direct Revenue to Comprehensive Services Fund</i>	\$	138,977
<i>Transfer from General Fund</i>	\$	130,522
<i>Total Appropriation</i>	\$	269,499

Conservation Easement Fund

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

<i>Direct Revenue to Conservation Easement Fund</i>	\$	12,000
<i>Transfer from General Fund</i>	\$	33,000
<i>Total Appropriation</i>	\$	45,000

General Capital Projects Fund

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

<i>Direct Revenue to General Capital Projects Fund</i>	\$	-
<i>Transfer from General Fund</i>	\$	597,000
<i>Total Appropriation</i>	\$	597,000

School Capital Projects Fund

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

<i>Direct Revenue to the School Capital Projects Fund</i>	\$	154,000
<i>Transfer from General Fund</i>	\$	578,000
<i>Total Appropriation</i>	\$	732,000

School Debt Service Fund

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

<i>Direct Revenue to the School Debt Service Fund</i>	\$	221,027
<i>Transfer from General Fund</i>	\$	2,721,688
<i>Total Appropriation</i>	\$	2,942,715

Government Debt Service Fund

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

<i>Transfer from General Fund</i>	\$	251,700
<i>Total Appropriation</i>	\$	251,700

Joint Administrative Services Fund

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

<i>Direct Revenue to the Joint Administrative Services Fund</i>	\$	2,000
<i>Transfer from General Fund</i>	\$	791,131
<i>Total Appropriation</i>	\$	793,131

Unemployment Compensation Fund

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

<i>Transfer from General Fund</i>	\$	10,000
<i>Total Appropriation</i>	\$	10,000

TESTE:

David L. Ash, County Administrator

2. BE IT RESOLVED, by the Board of Supervisors of the County of Clarke, Virginia, that the Treasurer of Clarke County, Virginia is hereby authorized to honor Food Service warrants drawn by the School Board of Clarke County for the fiscal year 2017-2018 to the extent of the balance in such Food Service Fund as of 30, June, 2017, plus such receipts as may be deposited during the Fiscal Year 2017-2018.

TESTE:

David L. Ash, County Administrator

3. BE IT RESOLVED, by the Board of Supervisors of the County of Clarke, Virginia, that the Treasurer of Clarke County, Virginia, be and hereby is authorized to honor Public Safety Fund warrants drawn by the County of Clarke for the Fiscal Year 2017-2018 to the extent of the balance in such Drug Enforcement Fund as of 30, June, 2017, plus such receipts as may be deposited during the Fiscal Year 2017-2018.

TESTE:

David L. Ash, County Administrator

4. BE IT RESOLVED, by the Board of Supervisors of the County of Clarke, Virginia, that the Treasurer of Clarke County, Virginia, be and hereby is authorized to honor Joint Government Center Fund warrants drawn by the County of Clarke for the Fiscal Year 2017-2018 to the extent of the balance in such Joint Government Center Fund as of 30, June, 2017, plus such receipts as may be deposited during the Fiscal Year 2017-2018.

TESTE:

David L. Ash, County Administrator

Clarke County Board of Supervisors



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

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

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

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

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

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

CY2018 Tax Rate Resolution 2018-05R - DRAFT

BE IT RESOLVED, by the Board of Supervisors of the County of Clarke, Virginia in meeting assembled this 17th day of April, 2018, a public hearing having been held on April 3, 2018, as required by statute, that the tax rates for calendar year 2018, to support the budget for Clarke County for the fiscal year July 1, 2018, through June 30, 2019, be and hereby are fixed at:

All Tax Rates Are Based On Each \$100 of Assessed Valuation

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

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

Adopted this 18th day of April 2017.

Attest

David L. Ash, County Administrator

Update Removal of Structure Identified as 1862 Millwood Road

Clarke County Board of Supervisors



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

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

White Post Voting District
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(540) 955-2151

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

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

CERTIFIED MAIL, RETURN RECEIPT REQUESTED

NOTICE

Re: 1862 Millwood Road, Millwood, VA
Tax Parcel No. 30A-A-22

TO: Lloyd G. Edwards
3907 Greenway
Baltimore, MD 21218

This is Notice to you that:

1. The Clarke County Board of Supervisors has, by resolution, determined that the condition of the structure on the property is such that its deteriorated condition might endanger the public health and/or the safety of residents of the County; and,
2. The structure must be removed within sixty (60) days of receipt of this Notice; and,
3. If the structure is not removed within sixty (60) days of receipt of this Notice, the County will remove the structure, with the cost and expenses of removal to be chargeable to and payable by the owner and which may be collected by the County as taxes are collected and shall constitute a lien on the property.


David Ash, County Administrator

SENDER: COMPLETE THIS SECTION

■ Complete items 1, 2, and 3. Also complete item 4 if Restricted Delivery is desired.
■ Print your name and address on the reverse so that we can return the card to you.
■ Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

LLOYD G EDWARDS
3907 GREENWAY
BALTIMORE MD 21218

COMPLETE THIS SECTION ON DELIVERY

A. Signature Agent Addressee
Lloyd Edwards
B. Received by (Printed Name) Agent Addressee
ADD C. Date of Delivery

D. Is delivery address different from item 1? Yes
If YES, enter delivery address below: No
Clarke Co. Lloyd died in 1995

3. Service Type
 Certified Mail Express Mail
 Registered Return Receipt for Merchandise
 Insured Mail C.O.D.

4. Restricted Delivery? (Extra Fee) Yes

Article Number (Transfer from service label) 7011 2970 0002 1848 1331
Form 3811, February 2004 Domestic Return Receipt 102595-02-M-1540

U.S. Postal Service™
CERTIFIED MAIL™ RECEIPT
(Domestic Mail Only; No Insurance Coverage Provided)

For delivery information visit our website at www.usps.com.

OFFICIAL USE

Postage	\$ 4.1
Certified Fee	3.45
Return Receipt Fee (Endorsement Required)	2.75
Restricted Delivery Fee (Endorsement Required)	
Total Postage & Fees	\$ 6.67

Sent To: **LLOYD G EDWARDS**
3907 GREENWAY
BALTIMORE MD 21218

PS Form 3800, August 2006 See Reverse for Instructions



Special Notices 107

THE CLASSIFIED section of this newspaper is loaded with bargains!!! Read it and Save money every day.

Special Notices 107

GAS MISERS you'll find economy cars for sale in Classified. **SELLING** Your home? Run a quick action ad in these columns. Call 540-665-4949 or 540-667-3200 or submit your ads using our website: www.winchesterstar.com

Special Notices 107

LEGAL NOTICE

LEGAL NOTICE
Re: 1862 Millwood Road, Millwood, VA Tax Parcel No. 30A-A-22

TO: Lloyd G. Edwards 3907 Greenway Baltimore, MD 21218
This is Notice to you that:
1. The Clarke County Board of Supervisors has, by resolution, determined that the condition of the structure on the property is such that its deteriorated condition might endanger the public health and/or the safety of residents of the County; and,
2. The structure must be removed within sixty (60) days of receipt of this Notice; and,
3. If the structure is not removed within sixty (60) days of receipt of this Notice, the County will remove the structure, with the cost and expenses of removal to be chargeable to and payable by the owner and which may be collected by the County as taxes are collected and shall constitute a lien on the property.

David Ash - County Administrator

LEGAL NOTICE

LEGAL NOTICE
VIRGINIA: IN THE CIRCUIT COURT FOR THE CITY OF WINCHESTER
IN RE: LESTER EUGENE DERRICK (Deceased)

Case No.: CL18-152
Disposition of Remains:
ORDER FOR PUBLICATION
1. The object of this proceeding to be heard in the Circuit Court for the City of Winchester on the 12th day of April, 2018, at 8:30 A.M., is to move the Court to allow the Sheriff to proceed with the disposal of the remains of LESTER EUGENE DERRICK, together with such incidental expenses as may arise by operation of law, and that his estate, in whole or in part, be transferred to the City of Winchester in reimbursement thereof. The Sheriff of the City of Winchester has exercised good faith to contact all other known next of kin pursuant to Code of Virginia §32.1-309.2. An Affidavit having been made and filed that diligence has been used to ascertain the location of this next of kin it is hereby:
ORDERED that this order shall be published once a week for four successive weeks in the Winchester Star, a newspaper of general circulation in Winchester, Virginia.
ENTERED this 12th day of March, 2018.
N. Randolph Bryant Judge, Circuit Court
A COPY TESTE: Amanda Putrush, Deputy Clerk Winchester Circuit Court

PUBLIC HEARING NOTICE

The Town Council of Boyce, Virginia will hold a Public Hearing on Tuesday, April 3 at 7:30 p.m. or as soon thereafter as the matter may be heard in the Boyce Town Hall, 23 East Main Street, Boyce, Virginia to consider the following matters

The recent survey to allow chicken laying hens in the Town of Boyce was a very positive yes with little or no concerns. The public hearing is one more opportunity to voice any concerns before moving forward on this proposal.
If the meeting is cancelled because of inclement weather or some other reason, then the back-up meeting date is Tuesday at 7:30 a.m. one month after the scheduled meeting date.
Pertinent information in connection with the above matter is available to the public at the Boyce Town Hall during regular working hours.
Any person desiring to be heard regarding the above matter should appear at the appointed time and place. Written copies of statements at Public Hearings are requested but not required.
The Town of Boyce does not discriminate on the basis of handicapped status in admission to its programs and activities. Accommodations will be made for handicapped persons upon prior request.

Ruth A. Hayes
Town Manager/Treasurer

NOTICE OF PUBLIC HEARING

The Frederick County Planning Commission will hold a public hearing on **Wednesday, April 4, 2018 at 7:00 p.m.**, in the Board Room of the Frederick County Administration Building at 107 North Kent Street, Winchester, Virginia, to consider the following:

PUBLIC HEARING
Conditional Use Permit #02-18 for Alisha Feltner - which submitted for a cottage occupation for a nail salon. The property is located at 464 Layside Drive, Winchester, Virginia and is identified with Property Identification Number 51-A-129 in the Back Creek Magisterial District.
Conditional Use Permit #03-18 for Trumpet Vine Farm, LLC. - submitted for establishment of a special event facility in the RA (Rural Areas) Zoning District. The property is located at 266 Vaucluse Road, Stephens City, Virginia and is identified with Property Identification Number 85-A-6C in the Back Creek Magisterial District.
Interested citizens may appear before the Planning Commission to speak on the above items. A digital copy of the agenda will be available at the Handley Library and the Bowman Library the week of the meeting. Further information, including a digital copy of the agenda, may be obtained at the Department of Planning and Development, 107 North Kent Street, Winchester, Virginia, or by calling (540) 665-5651. You can also visit us on the web at: www.fcva.us/PCagendas.
Michael T. Ruddy, Director

Special Notices 107

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Hours: Mon - Sat 10am - 6pm
Call or stop by anytime
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Special Notices 107

NOTICE OF SUBSTITUTE TRUSTEE'S SALE OF COMMERCIAL PROPERTY

LOCATED AT
251 COMMONWEALTH COURT WINCHESTER, VA 22602

In accordance with the terms of that certain Deed of Trust, Assignment of Leases and Rents and Security Agreement, dated as of May 11, 2007, recorded May 15, 2007, as Instrument No. 070007987, in the land records of the Circuit Court of Frederick County, Virginia (the "Land Records"), executed by **RAINIER GM VIRGINIA ACQUISITIONS, LLC**, a Delaware limited liability company ("Acquisitions Borrower") and **RAINIER GMVA 1, LLC, RAINIER GMVA 2, LLC, RAINIER GMVA 3, LLC, RAINIER GMVA 4, LLC, RAINIER GMVA 5, LLC, RAINIER GMVA 6, LLC, RAINIER GMVA 7, LLC, RAINIER GMVA 8, LLC, RAINIER GMVA 11, LLC, and RAINIER GMVA 12, LLC**, each a Delaware limited liability company (the "Additional TIC Borrowers"), and together with Acquisitions Borrower, collectively, the "Original Borrowers") in favor of **ALEXANDER TITLE AGENCY, INCORPORATED**, a Virginia corporation, the prior trustee for indexing purposes ("Prior Trustee"), for the benefit of **BANK OF AMERICA, N.A.**, a national banking association (the "Original Beneficiary"), the obligations of Acquisitions Borrower thereunder having been subsequently assumed by **RAINIER GMVA 9, LLC, RAINIER GMVA 10, LLC, RAINIER GMVA 13, LLC, RAINIER GMVA 14, LLC, and RAINIER GMVA 15, LLC**, each a Delaware limited liability company (the "Assuming TIC Borrowers"), and together with the Additional TIC Borrowers, collectively, the "Borrowers"), as assigned by that certain Assignment of Mortgage, Assignment of Leases and Rents, Security Agreement, and Fixture Filing, to **WELLS FARGO BANK, N.A., AS TRUSTEE, IN TRUST FOR THE REGISTERED HOLDERS OF BANC OF AMERICA COMMERCIAL MORTGAGE INC., COMMERCIAL MORTGAGE PASS-THROUGH CERTIFICATES, SERIES 2007-4**, dated as of November 6, 2007 and recorded March 3, 2008, as Instrument No. 080002571 in the Land Records, currently in favor of **CONSTANTINOS G. PANAGOPOULOS, ESQ.** and **BRENDAN J. McCANN**, as trustees (together with their successors and assigns, the "Trustees"), pursuant to that certain Deed of Removal and Appointment of Substitute Trustees, dated March 9, 2018 and recorded March 13, 2018, as Instrument No. 180002289 in the Land Records, for the benefit of **BACM 2007-4 COMMONWEALTH COURT, LLC**, a Delaware limited liability company (together with its successors and assigns, the "Holder" and "Beneficiary"), pursuant to that certain Assignment of Deed of Trust, Assignment of Leases and Rents and Security Agreement, dated as of the 16th day of March, 2018 (as so amended, affected and/or assigned, and as otherwise amended, affected and/or assigned, the "Deed of Trust"), the Trustees, any one of whom may act (or any Substitute Trustees appointed by Beneficiary), will offer for sale at public auction, at the main public entrance to the Circuit Court for Frederick County, Virginia, located at 5 North Kent Street, Winchester, Virginia on Friday, March 30, 2018, at 2:00 P.M., all of the Borrower's right, title and interest in and to certain real property together with all improvements thereon and appurtenances thereto as described in the Deed of Trust, including, without limitation, that certain real property together with all improvements thereon and appurtenances thereto known as Tax Map ID No. 75-A-91B, and located at 251 Commonwealth Court, Winchester, VA 22602 (the "Property").

TERMS OF SALE:

Cash or certified funds. With respect to the bidding of the Property, a bidder's deposit of \$100,000.00 will be required in cash or certified funds made payable to **Ballard Spahr LLP** (which, as to Beneficiary or its assignee, nominee or affiliate, may be in the form of a credit against the unpaid indebtedness secured by the Deed of Trust). Settlement is to occur within thirty (30) days of the date of sale, otherwise Trustee(s) may cause the bidder's deposit to be forfeited. If the bidder's deposit is not forfeited, interest shall accrue on the balance of the purchase price from March 30, 2018, at the rate of ten percent (10%) per annum. In the event of default by the successful bidder, the deposit (plus any accrued interest) shall be forfeited and applied to the costs and expenses of the sale and the Trustees' fee, and the Property resold at the defaulting bidder's risk and expense. The defaulting bidder shall not be entitled to any surplus proceeds or profits resulting from any resale of the Property, and shall be liable for the payment of any deficiency in the purchase price resulting from the resale of the Property, all costs and expenses of both sales, attorneys' fees, auctioneer's fees and all other charges incurred by the Trustee(s). In the event settlement is delayed for any reason and the Property is purchased by someone other than the Beneficiary (or its assignee, nominee or affiliate), there shall be no abatement of interest caused by the delay. The sale is subject to post-sale confirmation that none of the Borrowers filed for protection under the U.S. Bankruptcy Code prior to the sale. In such event, the sale shall be null and void, and the successful bidder's sole remedy, in law or equity, shall be the return of its deposit without interest. All costs of conveyance, including examination of title, auctioneer's fees, if any, shall be borne by the purchaser including any grantor's tax and/or recordation taxes or charges incurred as a result of such sale. Purchaser assumes liability for payment of all taxes, ground rent, water rent, insurance premiums, and all public charges/assessments payable on an annual basis, including sanitary and/or metropolitan district charges, if applicable, from the date of sale. All risk of loss shall be on the successful bidder at the time as such bid is accepted and the Memorandum of Sale evidencing such sale is executed by purchaser and Trustee(s). Neither the Trustee(s) nor any other party guarantees or covenants to deliver or obtain possession of the Property for any purchaser. The Trustee(s) reserves the right to reject all bids, extend the time to receive bids, withdraw the Property from sale, waive or modify the deposit requirement, and/or extend the period of time for settlement. Should the Trustee(s) be unable, for any reason, in its sole discretion, to convey marketable title, the successful bidder's sole remedy in law or equity shall be the return of its deposit. Upon refund of the deposit, the sale shall be void and of no effect. Any additional terms will be announced at sale.

PROPERTY REPRESENTATIONS: MATTERS OF RECORD:

Property will be sold in an "AS IS" CONDITION WITHOUT REPRESENTATION OR WARRANTY OF ANY KIND, AND SUBJECT TO conditions, restrictions, reservations, easements, rights of way, liens and encumbrances of record affecting the Property or any other matter which would be disclosed by an accurate survey or inspection.

TRUSTEE'S CONDUCT OF SALE:

Trustee(s) may require a show of bidders' deposits before actual bidding begins. Bidders may be required to sign up in advance, giving name, address, phone number, and if they are bidding for any person and/or company, the name of such person or company. Trustee(s) shall be present to conduct and supervise the sale, but may employ an auctioneer to call the sale. Trustee(s) shall then conclude the sale of the Property by knocking down the Property to the bidder with the highest bid for the Property. Upon the conclusion of the sale and the knocking down of the Property, Trustee(s) shall execute a Memorandum of Sale with the purchaser, incorporating all terms and conditions of the sale.

Constantinos G. Panagopoulos, Esq.
Brendan J. McCann
Substitute Trustees

INFORMATION:

For more information, please contact **Brendan J. McCann** at (202) 661-7615 or via email at mccannb@ballardspahr.com. Please direct written inquiries to **Brendan J. McCann**, c/o **Ballard Spahr LLP**, 1909 K Street, NW, 12th Floor, Washington, DC 20006.

PUBLICATION DATES: March 21 and March 28, 2018; The Winchester Star

Special Notices 107

Special Notices 107

Special Notices 107

Special Notices 107

Special Notices 107

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Notices 101-153

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February 20, 2018

Clarke County Board of Supervisors
Regular Meeting
Main Meeting Room

1:00 p.m.

At a regular meeting of the Board of Supervisors of Clarke County, Virginia, held in the Berryville Clarke County Government Center, 101 Chalmers Court, 2nd Floor, Berryville, Virginia conducted on Tuesday, February 20, 2018.

Board Members

Present Afternoon Session February 20: 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 Afternoon: None

Present Morning Session February 21: 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 Afternoon: None

County Staff Present

David Ash, Brian Lichty, Brandon Stidham, Brianna R. Taylor, Alison Teetor, Lora B. Walburn

Constitutional / State Offices / Other Agencies

Travis Sumption; Clif Balderson, Ed Carter, Charlie Monroe; Tom Judge

Press

Cathy Kuehner - The Winchester Star

Others Present

Robina Rich Bouffault, Pete Maynard, Frazer Watkins, and other citizens

1) Call to Order

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

2) Adoption of Agenda

- Add to Miscellaneous: Discussion of Finance Committee’s request to recess the evening budget work session to conduct a recessed meeting of the Budget Finance Committee to complete line-item review of the FY2019 budget.

Vice Chair McKay 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

Wendy Clatterbuck, Boyce: spoke in opposition to the proposed hydroponic greenhouse on Senseny Road. She stated that she had attended Pete Maynard’s presentation because their farm was located approximately half a mile away. She informed the Board that she had moved from Loudoun County to for the peace and tranquility. She expressed fear and concern for the impact of the ten-acre greenhouse on the neighborhood and the aquifer. She put forth that according to USGS statistics the average person uses 100 gallons of water per day; so, opined that if the facility used 40,000 gallons per day, it would equate to the daily water usage of 400 people. She continued that during summer months the amount used could be greater than that used by 1,200 persons – greater than the population of the Town of Boyce. Ms. Clatterbuck noted that the Town of Berryville charges \$8.40 per thousand gallons. She concluded her comments stating that she found the project horrifying.

Pete Maynard, Berryville: distributed his written comments to the Board.

Dear Board Members,

I am writing to request that pursuant to the Code of Virginia, § 62.1-257 the Clarke County Board of Supervisors promptly petition the State Water Commission to conduct a "Ground Water Management Area Proceeding" to evaluate the potential impact on the aquifer and on the wells of surrounding properties of the proposed hydroponic growing facility on the property identified as Clarke County tax map parcels 12-A-33 and 12-A-331.

The code referenced above states in part, "the continued, unrestricted usage of ground water is contributing and will contribute to pollution and shortage of ground water. thereby jeopardizing the public welfare. safety and health. It is the purpose of this Act to recognize and declare that the right to reasonable control of all ground water resources within this Commonwealth belongs to the public and that in order to conserve. protect and beneficially utilize 'the ground water of this Commonwealth and to ensure the public welfare, safety and health, provision for management and control of ground water resources is essential."

Clearly, the intent of the act is to preserve and protect the health, safety and welfare of the citizens. That is the responsibility of the Board of Supervisors as well.

The proposed hydroponic growing facility will require between 111,000 and 200,000 gallons per day of new water from the aquifer (depending on what equipment, processes and water conservation methods are utilized) in the summer and slightly over half of that per day during the winter months. With the wells of surrounding residential properties already producing marginal amounts of water (+/- five gallons per minute) the proposed facility has significant potential for interfering with those residential wells. Further, there are indications that the ground water levels in the area are already declining and there are no indications to indicate a reversal of this trend. Given the above conditions, it is reasonably foreseeable that the water demand of the proposed hydroponic growing facility will overdraw the available ground water supply.

A ground water study conducted by competent and qualified professionals will assist the Clarke County Board of Supervisors to effectively evaluate the impacts of the proposed hydroponic growing facility. With this knowledge, and ONLY with this knowledge, will the Board be able to objectively evaluate the impacts of the proposed facility and fulfill its legally required oversight responsibilities.

I urge you to initiate the petition for the "Ground Water Management Area Proceeding" at the earliest opportunity.

*Respectfully,
// Digitally Signed//
Peter C. Maynard*

§ 62. I -254. Findings and purpose.

The General Assembly hereby determines and finds that, pursuant to the Groundwater Act of 1973, the continued, unrestricted usage of ground water is contributing and will contribute to pollution and shortage of ground water, thereby jeopardizing the public welfare, safety and health. It is the purpose of this Act to recognize and declare that the right to reasonable control of all ground water resources within this Commonwealth belongs to the public and that in order to conserve, protect and beneficially utilize the ground water of this Commonwealth and to ensure the public welfare. safety and

health, provision for management and control of ground water resources is essential. 1992, c. 812.

§62.1-257. When Board may initiate a ground water management area study proceeding; hearing required.

A. The Board upon its own motion or, in its discretion, upon receipt of a petition by any county, city or town within the area in question. may initiate a ground water management area proceeding, whenever in its judgment there may be reason to believe that:

- 1. Ground water levels in the area are declining or are expected to decline excessively;*
- 2. The wells of two or more ground water users within the area are interfering or may reasonably be expected to interfere substantially with one another;*
- 3. The available ground water supply has been or may be overdrawn; or*
- 4. The ground water in the area has been or may become polluted. Such pollution includes any alteration of the physical, chemical or biological properties of ground water which has a harmful or detrimental effect on the quality or quantity of such waters.*

B. If the Board finds that any one of the conditions required above exists, and further finds that the public welfare, safety and health require that regulatory efforts be initiated, the Board shall by regulation declare the area in question to be a ground water management area. The Board shall include in its regulation a definition of the boundaries of the ground water management area. The Board shall mail a copy of the regulation to the mayor or chairman of the governing body of each county, city or town within which any part of the area lies. 1992. c. 812.

Mr. Maynard made the following points.

- 1) Expert opinion on groundwater usage was sought; and, using known facility specifications, he provided an 111,000-gallon-per-day estimate for new water usage during summer months.
- 2) The Virginia Department of Health uses the estimate of 75 gallons of water per day per person – 300 gallons per day for a family of four.
- 3) The proposed buyers did drill a 6-inch, 400-foot-deep well on the property that yields 46 gallons per minute or 66,000 gallons per day. He opined that if the well does not provide enough for operations, other than meeting set back requirements, there is nothing to prevent the owners from drilling more wells.
- 4) Asked the Board to petition the State Water Control Board for a groundwater study.
- 5) Asked the Board to consider continuing monthly meetings of the Economic Development Advisory Committee meetings instead of bi-monthly as recently proposed by Len Capelli.

Chairman Weiss clarified *"Mr. Capelli is not doing anything on his own without direction from the Board. There is no collusion: We have been through this Mr. Maynard. We have explained it to you many, many times. You continue to impugn the integrity of the people who work for us. We don't appreciate that. It is not necessary. You have valid points. We've agreed that you have valid points. Personalization of it is not helpful for you. It is, frankly, annoying. So, thank you."*

Mr. Maynard responded that he would take that under advisement.

Timothy Johnson, Bluemont: spoke in opposition to the proposed hydroponic lettuce facility. He informed the Board that he recently submitted a piece to the Winchester Star addressing the proposed facility from an economic perspective and not environmental. He put forth that he had done a significant amount of research on the developer and had concerns. He strongly encouraged Board members to look at the depositions from Cuyahoga County involving the developer. He opined that it was apparent from the depositions, taken three years ago, that VFT Global played a shell game openly admitting that there were no assets in its companies. He asked the Board to do as much research as they could on this developing. Mr. Johnson concluded by expressing concern as a resident and business owner about the potentially adverse effect on taxes.

Richard Taylor, Opequon Road: spoke in opposition to the proposed hydroponic lettuce facility. He told the Board that he owns 66 acres with two homes and an outbuilding on the property and two wells, 495-feet deep and 285-feet deep. He expressed concern regarding the potential negative impact of the hydroponic greenhouse on groundwater, the economy, and property values. He wondered if there were any studies on the impact of such facilities on property values. He encouraged the Board to take a good hard look at this proposed use and urged it not to change the Clarke's character.

Chairman Weiss responded to comments stating, *"Ladies and gentlemen, I have been debating as to when to give a partial lecture; and, today is just as good as any day. Sliding scale zoning is, I believe, the second most restrictive zoning in the nation. We certainly have the most restrictive zoning in Virginia. Because it has been here so long, people have forgotten the legal basis for sliding scale zoning. The legal basis is production agriculture. Right to farm also falls in on this; but, sliding scale is based on production agriculture. That can be a very small production farm or a very large production farm."*

My statement today is not in favor of this facility; but, I am concerned that emails that I see and statements that I see that Clarke County mustn't change. Clarke County is going to change. It is a managed growth system that we have here. It is not a preventative growth system. That is in housing, agriculture, and industry; and, agriculture is an industry. I farm. I think you all know that. I farm a large farm. It is basically conventional but it does not have to be. If it is necessary for farmers to do

different things in different ways to make money in agriculture that is what they do. That is what Clarke County provides them a basis to do.

You can have the debate, if you wish, whether this is agriculture or not; but, if it produces food, according to the State, it is agriculture. This may or may not come and it has issues. But, that 85 acres, if you want to put in a poultry house, it takes about 15 acres of land; so, you could put 5 poultry houses on that. You could put a dairy on that. You can put large scale agriculture on smaller properties and they will have the effect that they have large uses in agriculture. That is how you all get food. That is how you have leather on your shoes to walk into the building with. That is how you have fuel to put in your car. So, while I appreciate the emotional aspect of this and the concern, this thing that we don't know what this is, has caused us all.

Let us not lose track of the fact that we are here as an agricultural community. The reason that folks live in relative isolation out in their houses, even if it happens to be a cluster of homes, is because we have a defensible sliding scale zoning based on production agriculture that can be a vineyard or whatever you want it to be. But, I repeat, agriculture uses resources.

So, we should all be very careful as a community, as a Board, that we do not let this type of structure and this new idea derail and put in jeopardy what we have done here for 30 years and what we hope to continue to do. The reason people move here is because of the people that came here before us that created this system. So, be careful as you go through this; be careful not to jeopardize the system.

Most importantly, we are all here for very little reimbursement to work with you and for you; and, the people that work for this County, the employees of this County, are dedicated people who could make more money elsewhere. But, they have chosen to stay here and live here. I repeat, there is no collusion. There is no desire to side step the public witnesses or authority that you have given us to represent you. As you can see, I find it rather irritating that our people are being accused of malfeasance; and, it is not happening. Encase someone wants to say that I protest too loudly, that is not the case. So, I will back myself down now; and, I appreciate you all being here. You are most welcome to come every month and we will continue to work through this process. But, those are my thoughts. The Board may or may not share them; but, they are on the record now. I hope that I have at least explained myself well. Thank you all.

Michelle Timberlake, Summerville farm: Stated that she had a production farm and produced cattle and she was concerned about well water usage. She put forth that an expert that had spoken in regard to the lettuce production facility made comment that in his expertise it would be 111,000 gallons of water usage per day during summer months and 40,000 gallons in winter months. She expressed concern for the production of her farm and asked who will be concerned about the production of their farm when, if, their wells go dry. She did note the land had not yet been purchased; but, that citizen's concerns were coming from the possible purchase and stated

purpose and did not want to get behind it wanting their concerns to be acknowledged and recognized not just for property values but for farm production. She stated that she wanted to continue to farm and was concerned about production too.

Jim Lamb, Moose Road: spoke in opposition to the proposed hydroponic greenhouse. He opined that the Board of Supervisor's task was the County as a whole. He furthered opined that he believed the community was asking the Board to ask the State to conduct a water study on the aquifer, the water system, to ensure that fifteen to twenty wells don't go dry if this facility is opened because it was going to use an astronomical amount of water. He put forth that 1,666 beef cattle, a very large-scale operation, would consume the same amount of water daily as proposed for this facility. He informed the Board that he raises beef on property close by the proposed facility and is concerned about the water.

4) VDOT Update

Ed Carter, Assistant Residency Administrator, provided the following update:

Maintenance

- Weather has limited VDOT's scope of operations to primarily brush cutting and boom axing.
- VDOT has been cutting brush on routes 617, 619, 653, and plan to continue on 653 and 672 this month.
- VDOT operated the boom ax on Rt. 601 and will continue on this route.
- VDOT plans to address low shoulders on primary's as weather permits.
- VDOT has mobilized for several weather events and even though they were small it still required significant preparation for each event. VDOT anticipates these same scenarios for the next several weeks.
- VDOT will be repairing potholes as they are reported.

Projects:

- Rt. 671 Bridge Replacement – Board discussion:
 - VDOT's Environmental group advised that the study would take two years; however, the funds are in a pot that expires in 2020. VDOT has determined to replace the bridge in its current alignment. The bridge will continue to flood but less often.

- Morgan Ford Bridge replacement – Road is now open but project is not yet complete. Remainder of work will be done under traffic with lane closures. Motorist can expect delays at certain times. Final completion date is scheduled for June of this year.

Board Issues:

- Rt. 638 Howellsville Road speed limits – Awaiting sign placement. Ready to go up as soon as Mr. Carter receives professional engineer's written approval.
- Parking improvements Rt. 7 Appalachian Trail:
 - VDOT still owns the R/W.
 - VDOT sent Alison Teetor the renewed permit to proceed with the project.
 - Six No Parking Between Signs placed on a half mile stretch on each side and at the entranceway will be erected before the end of the month if received.
- Tree trimming on Rt. 7 – Board discussion
 - VDOT reviewed today and did not find a sight-distance issue.
 - Trees are located on VDOT right of way and trimmed sides two years ago. Mr. Carter noted that removal of the trees would exhaust the entire tree-trimming budget for the year. He reminded that there were literally thousands of dead ash trees that need to be removed.
 - Chairman Weiss asked if VDOT could trim and maybe take down the first two trees.
 - Because mailboxes sit out from the trees, they present a greater sighting hazard.

Supervisor Comments:

- Supervisor Byrd:
 - Old Charlestown Road Bridge Replacement:
 - Last month the property owner informed the Board that VDOT had not spoken with him about the replacement and was against the Board's preferred option.
 - Mr. Carter advised that VDOT forwarded to David Ash and David Weiss an email which showed that the property owner was for that option.
 - VDOT met with the owner twice on site before the email was received from the property owner's engineer.
 - It was determined that there was a miscommunication between VDOT and the property owner; however, regardless of the property owner's position, VDOT, to preserve the funding, cannot pursue that option.

- Road Pre-treatment: VDOT has done a nice job of treating roads. Mr. Carter stated that it is brine solution with sodium chloride added below a certain temperature.

- Supervisor Catlett
 - 723 Bridge: Is still on the schedule and close to going out for advertisement.

- Supervisor Daniel
 - Proposed Hydroponic Greenhouse on Senseny Road:
 - No written request has been presented to VDOT; and without this, there is insufficient information to comment.
 - There have been some preliminary discussions.
 - VDOT recommendation for entranceway requirements depends on the amount of traffic generated by the facility, speed limit of the road, and sight distance.

5) Blue Ridge Food Bank Presentation by Kim Johnson

Kim Johnson, Blue Ridge Food Bank, appeared before the Supervisors to review service area, services provided, and activities. Highlights of her presentation include:

- Last year, provided food to persons in an area south from Lynchburg on both sides of the Blue Ridge, 25 towns, 8 cities, and 4 regions, including Clarke, in the Lord Fairfax District:
 - Average of 105,000 people per month.
 - 25.3 million pounds per year.
- Clarke County partners in food distribution include:
 - FISH on Main Street in Berryville – distributes food every Wednesday and Saturday.
 - Clarke County Distribution at Duncan Memorial Church – a coalition of 12 local churches – third Saturday of each month.
 - Christ Church Cares Millwood – monthly distribution on the first Saturday with the first Friday designated for seniors.
- Want to reach more of the food insecure population in Clarke County. Food insecure means a person that is not getting enough food and/or is uncertain about how they will secure their next meal.

- Feeding America’s annual survey estimates that last year there were 1,200 persons in Clarke County.
- Current distribution in the County reaches approximately 400 persons.
- An outreach effort is being planned that will include posters, letters, and identifying impediments to access with seniors in particular.
- Requesting the Board’s help in getting the word out to constituents.
- Working toward distributing more food including perishables. Perishables do present storage issues.
- Contact Information:
 - Angie Jones, Clarke County Department of Social Services
 - Wendy Clatterbuck, Christ Church Cares
 - Anne Cushman, FISH
- In response to Supervisor Byrd’s inquiry about the food stamp program, Ms. Johnson responded,
 - Foods stamps is a separate program administered by the federal government.
 - In her experience, only a relatively small percentage abuse the program.
 - Food insecurity and poverty are not synonymous and many that use the foods banks are have jobs, are working, and are not in the food stamp program.
- Transportation Issues:
 - Exploring options for those who cannot get to the pantries through delivery or shuttle service.
 - There are opportunities to do food delivery.
 - REACH program in Clarke delivers 20 bags of food through the Senior Center.
 - These programs relay heavily on volunteers.

Chairman Weiss stated that if the County could be of further assistance to let the Board know. He also thanked Ms. Johnson for her presentation and the good work she was doing in Clarke County and the region.

6) Special Event Permit Application Watermelon Park Fest, River & Roots, and Single-day Event Large Event Years 2018, 2019, 2020

To: Clarke County Board of Supervisors

Date: February 12, 2018

Special Event Permit Application:

- Watermelon Park Fest; Date: 9/20-22/2018; 2019 and 2020 – 4th Weekend in September; Estimated Attendance 3,500

- River and Roots Festival; Date: 6/29-30/2018; 2019 and 2020 – 4th Weekend in June; Estimated Attendance 1,500
- Single-day Event; Date TBD: Estimated Attendance 3,500

Applicant / Event Director: Frazer Watkins, Shepherds Ford Productions, LLC

History:

March 16, 2010 Public Hearing: no persons spoke. The BoS approved a five-year application.

County Administration received no complaints for permitted events at this location for the five-years application period.

January 20, 2015 Public Hearing: Piedmont Environmental Council spoke in support of the application particularly the River and Roots Festival opining that the event was well-managed, orderly, clean, and encouraged recreation and appreciation of the river. Frazer Watkins provided clarification and background information.

County Administration has received no complaints for permitted events at this location for the three-year application period.

Staff Recommendation:

Board of Supervisors waive public hearing requirement and approve the special event permit application subject to the following conditions:

Provide notice to County Administration 90 days in advance of the “To Be Determined” single-day event providing name, date, times and particulars as set forth in Code of Clarke County Chapter 57 Special Events.

Annual submission for each event insurance endorsement naming county as additional insured.

Applicant provide annual notification of event date[s] to County Administration.

Frazer Watkins joined the Supervisors to answer questions. Highlights include:

- Event has never reached the applied for 3,500. For several years, the number of attendees has stayed at 3,200 to 3,300.
- Event is popular.
- Chairman Weiss noted that this event is held in his district and he has never received a complaint. He stated that he did not see a need to conduct public hearing on this long-established event.
- Supervisor Byrd opined that the event had a good track record and was an asset to County.
- In 2019, Watermelon Park will be celebrating its 75th year and arrangements have been made to receive recognition from the County Music Hall of Fame.

Vice Chair McKay moved to approve the large Special Event Permit Application for 2018, 2019, and 2020. The motion carried by the following vote:

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

7) Approval of Minutes

Vice Chair McKay moved to approve the minutes 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) Board of Supervisors Personnel Item

A. Expiration of Term for appointments expiring through April 2018

02-08-2018 Summary: The Personnel Committee recommends:

- Appoint Martia Myers-DePina to Family Assessment and Planning Team serving the unexpired term of Vicki Normoyle. Term expires December 31, 2018.
- Recommend to the Clarke County Circuit Court Reappointment of Charles Kackley to the Board of Zoning Appeals for five-year term expiring February 15, 2023.

02-16-2018 Summary: David Ash presented the Personnel Committee's recommendations.

Supervisor Byrd moved to approve the recommendations for appointment. 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. Closed Session Pursuant to §2.2-3711-A1 Specific Employees or appointees of the Board - Individual Compensation and Leave Balance Review

February 12, 2018 Summary: Supervisor McKay moved to convene into Closed Session pursuant to §2.2-3711-A1. The motion carried as follows:

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

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

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

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

CERTIFICATION OF CLOSED SESSION

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

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

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

The motion was approved by the following roll-call vote:

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

No action was taken.

February 20, 2018 Action: See Closed Session Item 16.

9) Board of Supervisors Work Session Items

A. Chapter 165 Taxation Article III Vehicle License Tax Amendment CC-2018-02

February 12, 2018 Summary: The Board directed that this matter be placed on the February 20 agenda to set public hearing.

February 20, 2018 Action: David Ash reviewed the requested action advising that the proposed change was with the Town of Berryville and other local jurisdictions.

Supervisor Daniel moved to set the matter for public hearing at 6:30 pm, Tuesday, February 20, 2018. 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. Blue Ridge Volunteer Fire and Rescue Staffing Request

February 12, 2018 Summary: The Board discussed the staff options presented by Director Lichty and referred the matter to the EMS Commission for comment and advise. The Board also referred the Fire and Rescue Association request to the EMS Commission for comment and advise as the matters are inextricably related.

February 20, 2018 Action: David Ash provide a brief overview.

10) Board of Supervisors Finance Committee Items

A. Registrar Credit Card

February 12, 2018 Summary: The Finance Committee recommends approval.

February 20, 2018 Action: Tom Judge briefly reviewed.

Supervisor Catlett moved to approve the Registrar's request for a credit card. 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. Fire and EMS Grant.

February 12, 2018 Summary: Action: The Finance Committee recommends approval of the RSAF Grant: *"Be it resolved that Capital Projects Fund budgeted expenditure and appropriation be increased \$27,241, that \$13,595 revenue from the Commonwealth be recognized, and that \$13,646 revenue from Volunteer Fire Companies be recognized, all for the purpose of purchasing intubation devices for distribution to Volunteer Fire Companies."*

February 20, 2018 Action: Tom Judge summarized the requested action. Brian Lichty informed the Supervisors that Wade Wilson, jurisdiction coordinator, made the funding application.

Vice Chair McKay moved *"Be it resolved that Capital Projects Fund budgeted expenditure and appropriation be increased \$27,241, that \$13,595 revenue from the Commonwealth be recognized, and that \$13,646 revenue from Volunteer Fire Companies be recognized, all for the purpose of purchasing intubation devices for distribution to Volunteer Fire Companies."* The motion carried by the following vote:

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

C. Conservation Easement Purchase Dillon

February 12, 2018 Summary: *"Be it resolved that FY 18 budgeted expenditure and appropriations for the Conservation Easement Fund be increased \$22,500, that revenue from the Commonwealth be increased \$11,250, and that fund balance in the conservation easement fund be utilized in the amount of \$11,250, all for the purpose of purchasing a conservation easement on the Dillon property."*

February 20, 2018 Action: Tom Judge reviewed the request funding request recommended by the Conservation Easement Authority and the Supervisor's Finance Committee.

Supervisor Byrd moved *"Be it resolved that FY 18 budgeted expenditure and appropriations for the Conservation Easement Fund be increased \$22,500, that revenue from the Commonwealth be increased \$11,250, and that fund balance in the conservation easement fund be utilized in the amount of \$11,250, all for the purpose of purchasing a conservation easement on the Dillon property."* The motion carried by the following vote:

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

D. FY2019 Draft Budget Document

February 12, 2018 Summary: New documents will be provided for review on February 20.

February 20, 2018 Action: Tom Judge informed the full Board that the FY2019 Budget Finance Committee had reviewed a number of documents, which were to be discussed later this evening. Highlights of review include:

- Schools:
 - o The School Superintendent has proposed a budget.
 - o The School Board has not yet adopted its budget.
 - o CCPS \$793,000 operating increase includes:
 - 2.5% across-the-board salary increase for full-time, regular staff.
 - General Government Employee Salary Increase:
 - The Supervisors generally match General Government salary increases to School employee increase.
 - 2.5% salary increase is approximately \$55,000, which has not yet been included in the FY2019 budget.
 - The Budget Finance Committee will discuss further this evening, as well as new position requests.
 - 14% health insurance increase.
 - Addition of a new position called Competent Learner Model Coach.
- The Commissioner of the Revenue is finalizing personal property estimates.
- Waiting for final changes from the General Assembly.
- This evening the Budget Finance Committee will review requests on a line-item basis and make adjustments as necessary.
- New documents will be available tonight reflecting:
 - o Changes from the Commissioner of the Revenue with regard to real estate taxes.
 - o Other changes general government capital projects.

- Schools new request.
- Regional organization requests.
- Departmental line items.

E. Bills and Claims

February 12, 2018 Summary: The Finance Committee recommends approval of the January 2018 Invoice History Report

February 20, 2018 Action: Supervisor Catlett moved to accept the January invoice history report as presented. The motion carried by the following vote:

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

F. Standing Reports

FYI: Reconciliation of Appropriation, General Fund Balance, Capital Projects, YTD Budget Report

11) Joint Administrative Services Board

Tom Judge provided update. Highlights include:

- Main task is to get new taxation program implemented.
- Health insurance was discussed. If transfer to a new plan and decrease from three to two options, may realize a 7% reduction.
- Will discuss progress on taxation at the next regularly-scheduled meeting.
- Looking at April for implementation of taxation program.
- Senses that the Commissioner of the Revenue and Treasurer are gaining confidence.
- Munis be a better system than the one currently in use.

12) Government Projects Update

David Ash provided the monthly project update.

- Pavilion at Park:
 - Plans have been approved.
 - Waiting on contractor to fix a start-work date.
- Convenience Center:
 - Received approximately seven bids, which have been opened.
 - Bid has not yet been awarded.
 - Negotiating with the low bidder.
 - Expect to meet with the procurement officer this week to determine if it is with the total project budget.
 - Buying from national contracts and direct purchase of some of the equipment will be up to the County.
 - Still anticipate opening at the beginning of the fiscal year.
- Benches and Signs:
 - Budget Finance Committee is discussing.
 - Supervisor Byrd would like to have input and would like to make improvements on some the existing signs.
 - Signet Signs has worked up a sign that will be easier to read with better illustration.
 - John Staelin, Budget Finance Committee members, has interesting ideas on bench donation.

13) Miscellaneous Items

FY2019 Budget

- Currently, the deficit is down to a \$305,000.
- Pay Increase:
 - General government pay increase is not yet included.
 - County typically matches Schools' pay increase.
 - Pay raise is necessary to cover increased health insurance, which could result in overall reduction in pay for some even with the proposed 2.5% increase.
 - By consensus, the Supervisors agreed to a 2.5% pay increase.
- Broadband \$6,000 request:
 - Committee would like to create an operating budget.

- Want to continue utilizing outreach and consultant services.
- Committee has requested a \$10,000 set aside in the economic development budget for future infrastructure projects.
- County cannot demand that a provider bring service to a particular location.
- Historic Preservation Committee is requesting funds.
- Personal property revenues should be available by the end of next week.
- Funds:
 - Small surplus was included when the Supervisors' adopted the current budget.
 - Renovated the primary school using cash that reduced the fund.
 - Rainy Day Fund for unexpected events is 3% or \$857,000.
 - 12% liquidity is \$3.4 million.
 - Undesignated fund balance is between \$400,000 and \$500,000.
- Taxes:
 - Supervisors are sensitive to not raising taxes but are aware that there are needs that must be met.
 - If a tax increase is necessary, it should be an absolute minimum.
- Debt:
 - School debt has been falling off for the past several years.
 - Next year, school debt will drop by \$400,000.
 - Drop in school debt will not cover the consultant's estimate of \$536,000, for phase 2 upgrade the communication system.
- Facility Repair Projects:
 - Sheriff's Office building needs brickwork.
 - Railing issues at Circuit Courthouse.
 - May be able to address using FY2018 budget.
- Recess Board of Supervisors Regular Meeting:
 - Will recess the meeting following the afternoon session to allow more time for the Budget Finance Committee to review the FY2019 budget.
 - By consensus, the Board agreed to reconvene the meeting at 8:30 am, Wednesday, February 21, 2018, in Meeting Room C.
 - Budget Finance Committee will meet at 6:30 pm this evening for further budget review.

14) Summary of Required Action

<u>Item</u>	<u>Description</u>	<u>Responsibility</u>
1.	Process approved minutes.	Lora B. Walburn
2.	Compile notice of appointment and update database.	Lora B. Walburn
3.	Execute notice of appointment.	David Weiss
4.	Develop and process public hearing notice for CC 2018-02	Lora B. Walburn
5.	Send notice of approval Watermelon ParkFest, etc. to applicant and adjoining property owners.	Lora B. Walburn
6.	Update website calendar to show evening session recessed until 8:30 am, Wednesday, February 21, in Meeting Room C.	Lora B. Walburn

15) Board Member Committee Status Reports

Supervisor Barbara J. Byrd

- Berryville Town Council:
 - Long meeting going until almost 11 pm. Supervisor Byrd left at 9:45 pm.
 - Working on leases for property on Main Street and house behind the Barns of Rose Hill.
 - Discussed use of a dumpster to replace individual trash cans.
 - Resident, again, made comment about truck traffic on Route 340 and the speed.
 - Hiring freeze in place.
- Humane Foundation:
 - Meets tomorrow.
 - Will discuss shelter repairs.
 - Facility was built by Shockey and is now 14 years old.
- Northwest Regional Adult Drug Treatment Court Advisory Committee: Attended meeting.
- Northwestern Regional Jail Authority:
 - Discussed facility repairs, security upgrades, and rise in mental health issues in jail population.
 - Soliciting applications for a deputy superintendent.

 Board of Supervisors Meeting Minutes For February 20, 2018 – Regular Meeting

- Finance Committee:
 - Approved the search for the deputy superintendent.
 - Discussed establishing fiscal policy regarding fund balance and how it is to be used.
- Northwestern Regional Juvenile Detention Center Commission: Did not meet.
- Social Services:
 - Will miss the meeting this month.
 - Last month, discussed benches.
 - Ensure Social Services, FISH, Habitat for Humanity, and Shenandoah Area Agency on Aging have sufficient funding in the proposed budget.
 - Angie Jones, Director of Social Services, is retiring in July 2018. This position is filled by the Board of Social Services.

Supervisor Terri T. Catlett

- Clarke County Historic Preservation Commission:
 - Attended her first meeting, a portion of which was conducted at Lockes Store in Millwood.
 - Discussed separate building behind the tannery that will house a restaurant.
 - Working on Historic Resources Plan.
- Clarke County School Board:
 - Attended January 29 meeting that included the budget presentation.
 - Competent Learner Model position included in the presentation.
 - Monica Singh-Smith is the 2018 Chair.
 - School Board is adding to its meeting calendar a work session monthly / as needed.
- Financial Planning for Seniors:
 - Set up a meeting with the County Extension Agent, Karen Pouff.
 - Previous seminars have not been well attended.
 - Suggested holding a seminar at the Cooperative Extension offices after it moves to the 524 Westwood Road office.
 - Supervisor Byrd suggested conducting the seminar at the Senior Center.
- Parks and Recreation: Did not meet.

Supervisor Mary L.C. Daniel

- Planning Commission:
 - New appointee, Bob Glover, attended the meeting.
 - Continued delays with subdivision plan.
 - Zoning and subdivision ordinance project update is included in the Board packet this month.
 - March meeting will include a certificate of appropriateness for approval for re-facing the McDonalds in Waterloo.
- Broadband Implementation Committee:
 - Met Monday, January 22.
 - George Condyles and Kevin Manavich, NextGen Broadband, attended the meeting.
 - NextGen:
 - Will be laying backbone fiber through Clarke County.
 - Project started in Ashburn, Virginia and should be coming this way in April or May.
 - NextGen focuses on residential and home-based businesses.
 - NextGen does have a website with forms for interested parties to complete.
- Library Advisory Council:
 - Wi-Fi hot spots are available for a one-week check out per household.
 - Volunteers are needed particularly in the evenings.
 - Children’s Room is being updated.
 - New scanner and fax machine is available at no charge.
- Josephine Community School Museum:
 - Held a retreat to plan its calendar.
 - Received a list of questions about maintenance and improvements that are needed around the property. David Ash and David Weiss will review.
 - Developed list of books for the Book Club, as well as a series of events.
 - Will be included in the Clarke County Public Schools fourth-grade student field day.
- CCSO Liaison: Chief Deputy Sumption is managing day-to-day operations during Sheriff Roper’s medical leave.

Vice Chair Bev B. McKay

- Sanitary Authority:
 - o Attended the meeting.
 - o Continue to work on State’s mandate for alternate water source.
 - o New Finance Administrative Technician will assist Mike Legge, Purchasing Manager, with CCSA matters including billing.
 - o Chairman Weiss asked Mr. McKay to coordinate a Sanitary Authority presentation at the May Work Session.

Chairman David S. Weiss

- IDA:
 - o Mark Cochran elected Chair.
 - o William “Bill” Waite elected Secretary Treasurer.
 - o Reviewed investment policy.
 - o Christy Dunkle, Town of Berryville Planner, will make a formal request for funding of an updated hotel study.
- Fire & EMS Commission:
 - o Continues to work through issues and procedures.
 - o Making progress on the budget.
 - o Will review Blue Ridge Volunteer Fire and Rescue Company’s staffing request.

16) Closed Session Pursuant to §2.2-3711-A1, §2.2-3711-A7

At 3:12 pm, Supervisor Daniel moved that the Clarke County Board of Supervisors enter Closed Session pursuant to §2.2-3711-A1 Specific Employees or appointees of the Board *re Individual Compensation and Leave Balance Review*. §2.2-3711-A7 Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body; and consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel *re Hazardous Structure on Private Property*. 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

At 4:07 pm, 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.

Chairman Weiss recessed the meeting at 4:08 p.m.

Chairman Weiss reconvened the meeting at 8:30 a.m. in Meeting Room C to conduct the FY2019 Budget Work Session portion of the evening session of the Regular Meeting recessed until 8:30 a.m., Wednesday, February 21, 2018.

Chairman Weiss requested the addition of a Closed Session Pursuant to §2.2-3711-A1.

17) Citizens Comment Period

No citizens appeared to address the Board.

18) FY2019 Budget Work Session

Tom Judge provided an overview of the budget document. Highlights of review and discussion include:

- Deficit: \$602,963
- Pay as you go: \$317,000
- Net Deficit: \$285,963
- Salary Increase: 2.5% across the board included
- Personal property tax valuations should be available by late February.
- Personnel Changes:

FY 19 BUDGET
Source: Joint Services

Title	Department	Current	New	FY 19		
		Wage*	Wage	Change*	Approved	Notes
Maintenance Technician	Maintenance	-	40,000	40,000	2,000	Reclass
Commonwealth's Attorney PT	Commonwealth's Attorney	12,546	15,038	2,492	2,492	
Parks PT Admin		21,340	28,140	6,800	8,000	
Parks PT Rec Center		30,783	31,783	1,000	1,000	
Parks PT Programs		85,782	93,882	8,100	8,100	
Clerk of the Circuit Court		-	28,000	28,000	pending	40,941 sal and ben; \$26,476 Comp Board; \$14,465 local
EMT		-	48,000	48,000	48,000	
EMT		-	48,000	48,000	48,000	
Registrar PT		9,017	11,450	2,433	2,433	
Registrar		52,831	69,473	16,642	pending	
BMT OT		56,000	90,000	34,000	7,000	
Social Services Director payout		-	25,000	25,000	from designation	
Social Services Director overlap		-	16,000	16,000	no	
				276,467		

*Excludes benefits

PT 31,245
FT 123,772
2.5% increas 137,500
292,517

- o Circuit Court Position: Holding until receive State funding information.
- o Emergency Medical Technicians:
 - Adding two full-time positions.

- Need to clarify with Director Lichty that \$63,000 will be sufficient for overtime if the two requested positions and schedule changes are funded.
 - Requesting more in part-time salaries.
 - Registrar:
 - Electoral Board is lobbying the General Assembly to equate a Registrar's with a Treasurer's salary.
 - Raise would be an isolated situation outside of the pay and classification plan.
 - Social Services Director:
 - Will use leave liability funds to cover leave pay out.
 - Finance Committee is recommending that the County not budget for overlap.
 - Part-time Funding: \$31,245 added to cover Federal Insurance Contributions Act [FICA]
 - Full-time Funding: \$123,772 added to FICA, Virginia Retirement System, life insurance, health insurance.
 - County contributes \$12,000 per employee for health insurance.
- Minor Capital Requests:

CLARKE COUNTY
MINOR CAPITAL REQUESTS & ACTIONS
FY 19 BUDGET

Source	Item	Request Amount	FY 19	
			Revenue	System Approved Amount Status
Parks	Trash Cans	14,431		From Handicap Door
Parks	Floor Cleaner	9,302		No
Parks	Handicap door	16,651		Use for trash cans
Maintenance	Courthouse Benches	3,850		Included in FY 18 Capital Budget
Maintenance	Welcome signs	4,000		Transfer from FY 18 contingency to Maintenance
Maintenance	Annl Shltr W/tr Htr	8,500		From FY 18 Capital Budget HVAC
Commissioner	Unknown	500		Recommend FY 18 contingency if any
Total		56,234		-
<i>FY Contingency</i>		<i>15,000</i>		
	Welcome Signs	4,000		

- FY2019 not impacted - found ways to fund using existing FY2018 capital budget.
 - Will form a committee to review courthouse benches and welcome signs. Town of Berryville's Architectural Review Board has final approval of the benches.
- Recommended Appropriations from the Budget Finance Committee's February 20 Meeting:
- Total Change: \$152,000
 - Cut \$100,000 from Convenience Center staffing request.
 - Flat funded all outside agencies with a few exceptions:

- Broadband Implementation Committee: A new request from a new group, \$6,000 requested - \$5,000 recommended.
- Farmers Market: A new request, \$5,000 requested – No funding recommended.
- Gave Northwestern Community Services: Requested increase from \$88,000 to \$94,500 – recommend \$92,000
- Laurel Center: \$500 increase
- The Barns of Rose Hill: Requested a basic contribution and funds for endowment. Last year the Board did give a basic contribution to help the Barns take advantage of matching funds.

– Capital Budget:

FY 19 General Government Capital Budget

02/21/18

Government Projects	FY 2019 Projected	FY 2020 Projected	FY 2021 Projected	FY 2022 Projected	FY 2023 Projected	Notes
<i>Public Safety</i>						
Sheriff Vehicles	135,000	116,000	116,000	116,000	116,000	
Sheriff Court Security Electronic Control Arm						
Sheriff Weapons and Armor		10,000	10,000	10,000	10,000	
Communications: Radios System upgrade		562,085				
Camera System	35,000					
<i>Parks</i>						
<i>New Projects</i>						
Athletic Fields		200,000				Master Plan Update needed
Parks Westside	20,000					
<i>Major Capital Asset Renovation and Repair</i>						
Parks Replace ballfield and pool fencing	10,000	10,000	10,000	10,000	10,000	
<i>Community Development</i>						
Real Property Assessment	200,000					
Real Property Assessment System	112,000					
<i>General</i>						
<i>Regular Capital Asset Renovation and Repair</i>						
Technology	65,000	40,000	40,000	40,000	40,000	+25K FY 19 website upgrade
Vehicles	30,000	30,000	30,000	30,000	30,000	FY 19=Maintenance vehicle
General		50,000	50,000	50,000	50,000	Sufficient funding in FY 18
Court House Brick and handrail repairs						Moved \$41,500 to FY 18
FISH Porch and Boiler						Moved \$33,000 to FY 18
Totals	607,000	1,018,085	256,000	256,000	256,000	

Sources

<i>Total Revenue</i>	-	-	-	-	-
<i>Fund Balance for Capital (pay-as-you-go):</i>					
Parks Master Plan	30,000		128,000		
Data Technology (website/assessment system)	137,000				
Assessment from Gov Savings	150,000				
<i>Total Fund Balance for Capital</i>	317,000		128,000		
General Fund Transfer net of Revenue and Pay-as-you go	290,000	1,018,085	128,000	256,000	256,000

- Courthouse Security:
 - Removed security electronic control arm.
 - Camera system is under review.
- Assessment:
 - Reassessment included in FY2019 budget.
 - Add \$150,000 to cover cost of real property assessment
 - Software replacement for AS400 system included.
- Technology: \$25,000 to upgrade the website
- Emergency Services:
 - County owns two staff vehicles.
 - Director has been asked to compile an equipment inventory for all fire and rescue locations.
 - \$15,000 added for incentive system.
 - Director Lichty is developing a staffing system to maximize efficiencies.
 - Emergency Services FY2019 Proposed Budget:

	FY17 Original Budget	FY17 Audited Actual	FY18 Adopted Budget	FY18 Revised Budget	FY19 Proposed Budget	Variance 19 Proposed- 18 Adopted
Fire and Rescue Services	767,392	783,586	804,646	804,646	819,134	14,488
Volunteer Fire Companies	140,485	116,341	118,153	154,593	172,200	54,047
Blue Ridge Volunteer Fire Company	51,200	51,050	51,200	51,200	66,250	15,050
Boyce Volunteer Fire Company	51,900	51,400	51,600	51,600	66,700	15,100
Enders Volunteer Fire Company	77,200	77,450	77,800	77,800	93,300	15,500
Lord Fairfax Emergency Medical Services	5,422	5,422	6,282	6,282	6,262	(20)
Forestry Service	2,712	2,712	2,712	2,712	2,873	161

- Requests to be Funded Using FY2018 Budget:
 - New vehicle for Maintenance Department.
 - New vehicle for Building Department vehicle.
 - Repairs: Courthouse brick and railing.
 - Repairs / Replacement: County building currently occupied by FISH - porch and boiler.
- Items for Budget Finance Committee at 02-20-2018 Evening Meeting to Revisit:
 - Camera system
 - Convenience Center
 - Virginia Department of Health
 - Maintenance budget questions
- Animal Shelter reduced by \$7,844 due to changes in staff benefits.

Chairman Weiss put forth that the Budget Finance Committee was making progress and working to meet needs with as little financial impact on citizens as possible.

19) Closed Session Pursuant to §2.2-3711-A1

At 9:25 am, Supervisor Catlett moved that the Clarke County Board of Supervisors enter Closed Session pursuant to §2.2-3711-A1 Specific Employees or appointees of the Board *re Individual Compensation and Leave Balance Review*. 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

At 9:50 am, Supervisor Byrd left the Closed Session.

At 10:05 am, 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	-	Absent
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,

Board of Supervisors Meeting Minutes For February 20, 2018 – Regular Meeting

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

No action taken following Closed Session.

Next Regular Meeting Date

The next regular meeting of the Board of Supervisors is set for Tuesday, March 20, 2018, at 1:00 p.m. in the Berryville Clarke County Government Center, Main Meeting Room, 101 Chalmers Court, Berryville, Virginia.

20) Adjournment

At 10:06 am, Wednesday, February 21, being no further business, Chairman Weiss adjourned the meeting.

ATTEST: February 20/21, 2018

David S. Weiss, Chair

David L. Ash, County Administrator

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

March 20, 2018

Clarke County Board of Supervisors
Regular Meeting
Main Meeting Room

1:00 p.m.

At a regular meeting of the Board of Supervisors of Clarke County, Virginia, held in the Berryville Clarke County Government Center, 101 Chalmers Court, 2nd Floor, Berryville, Virginia conducted on Tuesday, March 20, 2018.

Board Members

Present Afternoon 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 Afternoon: None

Present 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 Afternoon: None

County Staff Present

David Ash, Brian Lichty, Brandon Stidham, Brianna R. Taylor

Constitutional / State Offices / Other Agencies

Travis Sumption; Tom Judge

Press

Cathy Kuehner - The Winchester Star

Others Present

Howard Means, Bre Bogert

1) Call to Order

Board of Supervisors Meeting Minutes For March 20, 2018 – Regular Meeting

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

Chairman Weiss thanked those present for venturing forth on this snowy day.

2) Adoption of Agenda

- VDOT: Unable to attend.
- Add to Miscellaneous: Burn Ban Notices – Impose and Rescind

Vice Chair McKay moved to adopt the agenda as modified. The motion carried by the following vote:

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

3) Citizens Comment Period

Chairman Weiss informed those present that before the citizens comment period he wanted to make a statement for himself. *“Last month, I defended the integrity of our staff; and, I think that was an appropriate defense. However, the manner in which I did it was abrupt and was not appropriate. So, I’ve spoken with Mr. Maynard; and, he accepted my apology. I apologize to the Board and, also, to the public at large.”*

Howard Means, Millwood: spoke in support of the proposed destruction the derelict property in Millwood. He remarked on how grateful he was to see the demolition of the Millwood building. He asked if the Board would consider removing the shed on the property as well.

Supervisor Byrd provided anecdotal comments on the old mills in the County. She thanked Mr. Means for his efforts.

Supervisor Daniel contributed that on April 20 fourth-grade students in Clarke County Public Schools and Powhatan would be visiting Josephine School Museum, Clermont Farm, and Burwell-Morgan Mill.

Chairman Weiss thanked Mr. Means.

4) VDOT Update

Due to inclement weather responsibilities, the Virginia Department of Transportation was unable to send a representative. Ed Carter, Assistant Residency Administrator, provided the following update via email:

Maintenance

- Completed litter pickup on all primary's and high volume secondary's.
- Performed Boom-axe operations on routes 601 and 613.
- Cleaned up trees and debris from recent wind damage and plan to remove hazardous tree from routes 601 and 611 this month.
- Started grading non-hard surfaced roads and stone application where needed and will continue this month as weather permits.
- Repaired potholes on various routes and will continue as they are reported.
- Plan to repair ditch on Rt. 649 near Providence Chapel Church and perform shoulder repairs on primary routes as weather permits.
- Mobilized for some weather events and will continue as forecast dictate.

Projects:

- Rt. 671 Bridge Replacement: Design and environmental work is moving forward.
- Morgan Ford Bridge Replacement: Continuing on schedule.

Board Issues:

- Rt. 638 Speed Limits – Discussion
- Rt. 7 Sight Distance Issue – Reviewing request to remove minimal trees at driveway entrance. Researching available funding.

Supervisor Comments:

- Supervisor Byrd:
 - Crossover on Route 340 by 340 Depot: Culvert needs to be repaired / replaced.
- Chairman Weiss
 - Raven Rocks Road Speed Limit Issue: Request status update.

5) Discussion of Resolution to Remove the Structure Identified as 1862 Millwood Road 2018-02R

Resolution to Remove Structure Identified as 1862 Millwood Road
2018-02R

The Board of Supervisors of Clarke County hereby, resolves, finds, and directs as follows:

1. The structure located on the property in the Village of Millwood identified as 1862 Millwood Road, (Tax Parcel No. 30A-A-22), due to its deteriorated condition, is determined to be a structure which might endanger the public health and/or the safety of residents of the County.
2. The County Administrator shall prepare and send to the owner of the property a Notice (i) that the Board of Supervisors has, by resolution, determined that the condition of the structure on the property is such that its deteriorated condition might endanger the public health and/or the safety of residents of the County, (ii) that the owner must remove the structure within sixty (60) days of receipt of the Notice, and (iii) that if the structure is not removed within sixty (60) days of receipt of the Notice the County will remove the structure, with the cost and expenses of removal to be chargeable to and payable by the owner and which may be collected by the County as taxes are collected and shall constitute a lien on the property.
3. The County Administrator shall send the Notice to the owner and shall publish the Notice in accordance with the provisions of Virginia Code § 15.2-906.

Adopted this 20th day of March, 2018.

David L. Ash, County Administrator

David Ash explained that in adopting the resolution the Board would be finding that the structure is a hazard to public health and safety; and once that has been determined, formal notice is provided to the owner. If the owner does not respond in the sixty days included in the notice, the County can undertake the removal and add it to the tax bill for collection.

Highlights of Board discussion include:

- Public hearing is not a requirement for this action.
- Sixty-day notice period begins on date of owner receipt of notice.
- The Board can extend past the sixty-day notice period.
- All agreed to a sixty-day notice period.
- Middle of structure collapsed this winter.
- Contractor that performs demolition will determine what materials can be salvaged.
- Board agreed that it would prefer owner removal.

- Chairman Weiss noted that this is a limited action taken by the Board against a structure in extreme condition and is not indicative of the Board's desire to take on derelict home or invade constituent's property rights.

Supervisor Catlett moved to remove the Structure Identified as 1862 Millwood Road 2018-02R. The motion carried by the following vote:

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

6) Approval of Minutes

Vice Chair Daniel moved to approve the minutes for March 5, 2018, as presented. The motion carried by the following vote:

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

7) Consent Agenda

A. Lord Fairfax Health District Locality Agreement FY2018

COMMONWEALTH OF VIRGINIA DEPARTMENT OF HEALTH

STATEMENT OF AGREEMENT WITH the Board of Supervisors of Clarke County

Under this agreement, which is created in satisfaction of the requirements of § 32.1-31 of the *Code of Virginia* (1950), as amended, the Virginia Department of Health, over the course of one fiscal year, will pay an amount not to exceed \$338,269 from the state general fund to support the cooperative budget in accordance with appropriations by the General Assembly, and in like time frame, the Board of Supervisors of Clarke County will provide by appropriation and in equal quarterly payments a sum of \$221,909 local matching funds and \$0.00 one-hundred percent local funds for a total of \$221,909 local funds. These joint funds will be distributed in timely installments, as services are rendered in the operation of the Clarke County Health Department, which shall perform public health services to the Commonwealth as indicated in Attachment A(1.), and will perform services required by local ordinances as indicated in Attachment A(2.). Payments from the local government are due on the third Monday of each fiscal quarter.

The term of this agreement begins July 1, 2017. This agreement will be automatically extended on a state fiscal year to year renewal basis under the terms and conditions of the original agreement unless written notice of termination is provided by either party. Such written notice shall be given at least 60 days prior to the beginning of the fiscal year in which the termination is to be effective. Any increase or decrease in funding allocation shall be made by an amendment to this agreement.

The parties agree that:

1. Under this agreement, as set forth in paragraphs A, B, C, and D below, the Commonwealth of Virginia and the Virginia Department of Health shall be responsible for providing liability insurance coverage and will provide legal defense for state employees of the local health department for acts or occurrences arising from performance of activities conducted pursuant to state statutes and regulations.
 - A. The responsibility of the Commonwealth and the Virginia Department of Health to provide liability insurance coverage shall be limited to and governed by the Self-Insured General Liability Plan for the Commonwealth of Virginia, established under § 2.2-1837 of the Code of Virginia. Such insurance coverage shall extend to the services specified in Attachments A(1.) and A(2.), unless the locality has opted to provide coverage for the employee under the Public Officials Liability Self-Insurance Plan, established under § 2.2-1839 of the Code or under a policy procured by the locality.
 - B. The Commonwealth and the Virginia Department of Health will be responsible for providing legal defense for those acts or occurrences arising from the performance of those services listed in Attachment A(1.), conducted in the performance of this contract, as provided for under the Code of Virginia and as provided for under the terms and conditions of the Self-Insured General Liability Plan for the Commonwealth of Virginia.
 - C. Services listed in Attachment A(2.), any services performed pursuant to a local ordinance, and any services authorized solely by Title 15.2 of the Code of Virginia, when performed by a state employee, are herewith expressly excepted from any requirements of legal defense or representation by the Attorney General or the Commonwealth. For purposes of assuring the eligibility of a state employee performing such services for liability coverage under the Self-Insured General Liability Plan of the Commonwealth of Virginia, the Attorney General has approved, pursuant to § 2.2-507 of the Code of Virginia and the Self-Insured General Liability Plan of the Commonwealth of Virginia, the legal representation of said employee by the city or county attorney, and the Board of Clarke County hereby expressly agrees to provide the legal defense or representation at its sole expense in such cases by its local attorney.
 - D. In no event shall the Commonwealth or the Virginia Department of Health be responsible for providing legal defense or insurance coverage for local government employees.
2. Title to equipment purchased with funds appropriated by the local government and

transferred to the state, either as match for state dollars or as a purchase under appropriated funds expressly allocated to support the activities of the local health department, will be retained by the Commonwealth and will be entered into the Virginia Fixed Asset Accounting and Control System. Local appropriations for equipment to be locally owned and controlled should not be remitted to the Commonwealth, and the local government's procurement procedures shall apply in the purchase. The locality assumes the responsibility to maintain the equipment and all records thereon.

- Amendments to or modifications of this contract must be agreed to in writing and signed by both parties.

Marissa J. Levine, MD MPH, FAAFP, Local authorizing officer signature
State Health Commissioner Virginia Department of Health

Approved as to form by the Office of the Attorney General on August 4, 2017.

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

LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(1.)
VIRGINIA DEPARTMENT OF HEALTH COMMUNITY HEALTH SERVICES

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

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

CodeLinks- 32.1-36 , 32.1-36.1 , 32.1-39			
Tuberculosis control screening, diagnosis, treatment, and surveillance 32.1-49, 32.1-50.1, and 32.1-54 Code Links- 32.1-49 , 32.1-50 , 32.1-50.1			X
FAMILYPLANINGSERVICES	Income A only	Defined by Federal Regulations	All
Clinic services including drugs and Contraceptive supplies Family Planning Population Research Act of 1970, Title X Code Link- 32.1-77 , 42 U.S.C 300 et seq., and 42 CFR Part 59		X	
Pregnancy testing and counseling Family Planning Population Research Act of 1970, Title X Code Link-32.1-77, 42 U.S.C. 300 et seq., and 42 CFR Part 59\		X	
CHILDHEALTHSERVICES	Income A only	Defined by Federal Regulations	All
Children Specialty Services; diagnosis, treatment, follow-up, and parent teaching 32.1-77, 32.1-89 and 32.1-90 Code Links-32.1-77, 32.1-89, 32.1-90			
Screening for genetic traits and inborn errors of metabolism, and provision of dietary supplements Code Links-32.1-65, 32.1-67, 32.1-68			
Well child care up to age 19 Board of Health Code Link-32.1-77			X
WIC: Federal grant requirement Public Law 108-265 as amended, Child Nutrition Act of 1966; Child Nutrition and WIC Reauthorization Act 2009 Code Link-32.1-351.2		X	
EPSDT: DMAS MOA Social Security Act section 1905(r) (5) Code Link-32.1-11			X
Blood lead level testing Code Link-32.1-46.1, 32.1-46.2			X
Outreach, Patient and Community Health Education Code Link-32.1-11, 32.1-11.3,			X
Community Education Code Link-32.1-11, 32.1-23			X
Pre-school Physicals for school entry Code Link-22.1-270			X
Disabled disability Waiver Screenings DMAS MOA Code Link-32.1-330			X
Services for Children with Special health care needs Title V, Social Security Act Code Link-32.1-77			X
Child restraints in motor vehicles Code Link-46.2-1095, 46.2-1097		X	
Babycare: DMAS MOA		X	
MATERNALHEALTHSERVICES	Income A only	Defined by Federal Regulations	All
Prenatal and post partum care for low risk and intermediate risk		X	

women, Title V, Social Security Act Code Link-32.1-77			
Babycare Services: DMAS MOA		X	
WIC: Federal grant requirement Public Law 108-265 as amended, Child Nutrition Act of 1966; Child Nutrition and WIC Reauthorization Act 2009 Code Link 42 U.S.C §1786 and 7CFR Part 26		X	

Local Government Agreement, Attachment A(1)
Virginia Department of Health Community Health Services
Environmental Services Environmental Health Services
Basic Public Health Services to be Assured by Local Health Departments

The following services performed in accordance with the provisions of the Code of Virginia, the regulation of the Board of Health and/or VDH agreements with other state or federal agencies.	
Ice cream/frozen desserts: Under the agency's Memorandum of Agreement (MOA) with the Virginia Department of Agriculture and Consumer Services (VDACS), the local health department is responsible for initiating the issuance, suspension, reinstatement and revocation of permits for all frozen desserts plants which are an integral part of any premises, including Grade "A" milk plants, hotels, restaurants, and mobile units where frozen desserts are frozen or partially frozen or dispensed for retail sale.	X
Investigation of communicable diseases: Pursuant to §§ 32.1-35 and 32.1-39 of the Code of the Code of Virginia, the local health director and local staff are responsible for investigating any outbreak or unusual occurrence of a preventable disease that the Board of Health requires to be reported. Code Links- 32.1-35 , 32.1-39	X
Marinas: Pursuant to § 32.1-246 of the Code of Virginia, local health department staff are responsible for permitting marinas and other places where boats are moored and is responsible for inspecting them to ensure that their sanitary fixtures and sewage disposal facilities are in compliance with the Marina Regulations (12VAC5-570-10 et seq.) Code Link- 32.1-246	X
Migrant labor camps: Pursuant to §§ 32.1-203-32.1-211 of the Code of Virginia, local health departments are responsible for issuing, denying, suspending and revoking permits to operate migrant labor camps. Local health departments also must inspect migrant labor camps and ensure that the construction, operation and maintenance of such camps are in compliance with the Rules and Regulations Governing Migrant Labor Camps (12VAC5-501-10 et seq.). Code Links- 32.1 Chapter 6 Article 6	X
Milk: Pursuant to §§ 3.2-5206, 3.2-5208 of the Code of Virginia and the agency's MOA with VDACS, the local health department is responsible for issuing, denying, suspending and revoking permits for Grade "A" milk processing plants which offer milk and or milk products for sale in Virginia. Local health department are also responsible for the inspection of Grade "A" milk plants for compliance with the Regulations Governing Grade "A" Milk (2VAC5-490-10). Code Links- 3.2-5206 , 3.2-5208	X
Alternative discharging sewage systems: Pursuant to § 32.1-164(A) of the Code of Virginia, local health department are responsible for issuing, denying and revoking construction and operation permits for alternative discharging systems of serving individual family dwellings with flows less than or equal to 1,000 gallons per day on a monthly average. Local health departments are also required to conduct regular inspections of alternative discharging systems in order to ensure that their construction and operation are in compliance with the Alternative Discharging Sewage Treatment Regulations for Individual Family Dwellings (12VAC5-640- 10 et seq.). CodeLink- 32.1-164	X

<p>Onsite sewage systems: Pursuant to § 32.1-163 et seq. of the Code of Virginia, local health department staff is responsible for reviewing and processing site evaluations and designs of onsite sewage systems in accordance with applicable state regulations and may perform such evaluations and designs as allowed. Local health department staff is also responsible for issuing, denying and revoking construction and operation permits for conventional and alternative onsite sewage systems. Local health department staff are responsible for assuring that onsite sewage systems are inspected at time of construction for compliance with the Sewage Handling and Disposal Regulations (12VAC5-610-20 et seq.; "SHDR") and the Alternative Onsite Sewage System Regulations (12VAC5-613-10 et seq.; "AOSS Regulations"); local health department staff may perform such inspections as required. Local health department staff is also responsible for assuring the performance, operation, and maintenance of onsite sewage systems are in compliance with the SHDR and AOSS Regulations. Code Link-32.1-163</p>	<p>X</p>
<p>Rabies: Pursuant to § 3.2-6500 et seq. of the Code of Virginia, the local health department is responsible for investigating complaints and reports of suspected rabid animals exposing a person, companion animal, or livestock to rabies. Code Link- 3.2-6500</p>	<p>X</p>
<p>Restaurants/eating establishments: Pursuant to § 35.1-14 of the Code of Virginia, local health departments are responsible for issuing, denying, renewing, revoking and suspending permits to operate food establishments. In addition, local health departments are required to conduct at least one annual inspection of each food establishment to ensure compliance with the requirements of the Food Regulations (12VAC5-421-10 et seq.). These regulations include requirements and standards for the safe preparation, handling, protection, and preservation of food; the sanitary maintenance and use of equipment and physical facilities; the safe and sanitary supply of water and disposal of waste and employee hygiene standards. Code Link- 35.1-14</p>	<p>X</p>
<p>Sanitary surveys: The local health department is responsible for assuring that surveys are conducted of properties which include soil evaluations and identification of potential sources of contamination; local health department staff may perform such inspections as required. The surveys are conducted in order to determine site suitability for onsite sewage systems, alternative discharging systems and wells. Code Link-32.1-11</p>	<p>X</p>
<p>Single home sewage discharge Code Link-32.1-164</p>	
<p>Hotels/Motels: In accordance with § 35.1-13 of the Code of Virginia, local health department staff is responsible for issuing, denying, revoking and suspending permits to operate hotels. The local health department is responsible for conducting inspections of hotels to ensure compliance with the Hotel Regulations (12VAC5-431-10 et seq.). These regulations include requirements and standards for physical plant sanitation; safe and sanitary housekeeping and maintenance practices; safe and sanitary water supply and sewage disposal and vector and pest control. Code Link-35.1-13</p>	<p>X</p>
<p>Water supply sanitation-Inspection of Water Supplies Code Link- 15.2-2144</p>	<p>X</p>
<p>Wells: Pursuant to § 32.1-176.4, and the resulting authority provided by the Board, local health departments are responsible for issuing, denying and revoking construction permits and inspection statements for private wells. Local health departments are also responsible for inspecting private wells to ensure that their construction and location are in compliance with the Private Well Regulations. (12VAC5-630-10 et seq.) Code Link-32.1-176.4</p>	<p>X</p>
<p>Homes for adults: The local health department, at the request of the Department of Social Services (DSS) will inspect DSS-permitted homes for adults to evaluate their food safety operations, wastewater disposal and</p>	<p>X</p>

general environmental health conditions. (22VAC40-80-160(B)(3))	
<p>Juvenile Justice Institutions: Pursuant to § 35.1-23 of the Code of Virginia and the agency’s memorandum of understanding with the Department of Corrections, local health departments are responsible for conducting at least one annual unannounced inspection of juvenile justice institutions in order to evaluate their kitchen facilities, general sanitation and environmental health conditions. CodeLink-35.1-23</p>	X
<p>Jail inspections: Pursuant to § 53.1-68 of the Code of Virginia and the agency’s memorandum of understanding with the Department of Corrections, local health departments are responsible for conducting at least one annual unannounced inspection of correction facilities in order to evaluate their kitchen facilities, general sanitation and environmental health conditions. Code Link-53.1-68</p>	X
<p>Daycare centers: At the request of DSS will inspect DSS-permitted daycare centers to evaluate their food safety operations, wastewater disposal and general environmental health conditions. (22VAC40-80-160(B)(3))</p>	X
<p>Radon Pursuant to § 32.1-229, local health department may assist VDH Central Office with Radon testing and analysis. Code Link-32.1-229.</p>	X
<p>Summer camps/Campgrounds: Pursuant to §§ 35.1-16 and 35.1-17 of the Code of Virginia and the corresponding regulations, local health departments are responsible for issuing, denying, and revoking permits to operate summer camps and campgrounds. The local health department is responsible for conducting inspections of summer camps and campgrounds not less than annually to ensure that their construction, operation and maintenance are in compliance with the Regulations for Summer Camps (12VAC5-440-10 et seq.) and the Rules and Regulations Governing Campgrounds (12VAC5-450-10 et seq.). Code Links-35.1-16, 35.1-17</p>	X

**Community Health Services
Other Public Health Services
Basic Public Health Services To Be Assured By Local Health Departments**

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

Local Government Agreement, Attachment A(1.)

Virginia Department Of Health
Community Health Services
Optional Public Health Services

COMMUNICABLE DISEASE SERVICES	Income A only	Defined by Federal Regulations	All
Foreign Travel Immunizations			X
Other:			
CHILD HEALTH SERVICES			
School health services			
Sick child care			
Other:			
Community Education			X
MATERNAL HEALTH SERVICES	Income A only	Defined by Federal Regulations	All
Funds for deliveries			
Funds for special tests and drugs			
Diagnosis, treatment, and referral for gynecological problems			
Other:			
Community Education			X
FAMILY PLANNING SERVICES	Income A only	Defined by Federal Regulations	All
Nutrition Education			X
Preventive Health Services			X
Pre-Conception Health Care			X
Other: Community Education			X
GENERAL MEDICAL SERVICES	Income A only	Defined by Federal Regulations	All
Activities of Daily Living			
Community Education			X
General Clinic Services (100% Locally Funded)			
Outreach			X
Occupational health services			
Personal care			
Pharmacy services-Alternate Drug Delivery Site			X
Hypertension screening, referral, and counseling			X
Respite care services			
Other:			
SPECIALTY CLINIC SERVICES (List)	Income A only	Defined by Federal Regulations	All
DENTAL HEALTH SERVICES	Income A only	Defined by Federal Regulations	All
Preventive Clinic Services - Children		X	
Preventive Clinic Services - Adults			

Restorative Clinic Services			
Community Education			X
Other:			

Local Government Agreement, Attachment A(2.)
Virginia Department of Health Community Health Services
Public Health Services Provided Under Local Ordinances or Contract with Local Governments
Optional Public Health Services

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

LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(2.)
VIRGINIA DEPARTMENT OF HEALTH COMMUNITY HEALTH SERVICES
PUBLIC HEALTH SERVICES PROVIDED UNDER
LOCAL ORDINANCES OR CONTRACT WITH LOCAL GOVERNMENTS
OPTIONAL PUBLIC HEALTH SERVICES

For Each Service Provided, Check Block for Highest Income Level Served			
	Income A only	Defined by Federal Regulations	All

Employee physicals			
Primary care for inmates in local jails or correctional institutions			
Other medical services (List)			
Other (please list)			
Please see attachment 043_FY18A			X

B. Board of Supervisors Approval of Conservation Easement Authority Deed Template Change in Response to Recent State Supreme Court Judgment

MEMORANDUM

TO: Board of Supervisors, David Ash
 FROM: Conservation Easement Authority, Alison Teetor
 DATE: March 13, 2018
 SUBJECT: Revised Deed of Easement template

The Conservation Easement Authority has proposed changes to its deed template that must receive final approval from the Board of Supervisors. The changes are in response to the recent State Supreme Court judgment described below.

In 2016, Supreme Court of Virginia heard a case between Wetlands America Trust, Inc. v. White Cloud Nine Ventures regarding a conservation easement ambiguity resolved in favor of allowing construction. Wetlands America Trust, Inc. (WAT) holds a conservation easement on Virginia property owned by White Cloud Nine Ventures, L.P. (White Cloud). White Cloud purchased the property to lease it to a related entity to use for a vineyard, grazing and milking cows, raising wheat, constructing a building to be used for a creamery, bakery, wine storage, and the tasting, sampling and sale of wine, cheese and bakery products. White Cloud began construction of the building, an adjoining parking lot, a new road and a new bridge. WAT sued, seeking a declaratory judgment that the construction and intended “commercial use” violated the conservation easement’s restrictive covenants. The trial court denied the declaratory judgment and the Supreme Court upheld the lower court’s opinion. Crucial to White Cloud’s victory in this case were provisions in WAT’s deed template that were ambiguous.

As a result of the court case the Virginia Outdoors Foundation and Piedmont Environmental Council recently updated their deed templates to strengthen the ambiguous sections relating to commercial uses. The Easement Authority last updated their deed template in March 2016 but had not addressed any of the issues discussed in the Court case. Beginning in May 2017, staff obtained copies of the new templates from VOF and PEC and Michelle Jones, attorney and member of the Easement Authority, reviewed the changes and made recommendations to strengthen the Authority’s template. After many months of discussion and final review and approval by Mr. Mitchell, the Authority approved and recommends approval of the attached template.

Recommendation

Approve the revised deed template as presented.

Supervisor Catlett moved to adopt the Consent Agenda. 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) Board of Supervisors Personnel Item

A. Expiration of Term for appointments expiring through May 2018

03-12-2018 Summary: The Personnel Committee recommends:

- Thomas McFillen to an additional four-year term on the Berryville Area Development Authority expiring 3/31/2022

03-20-2018 Summary: Supervisor Daniel moved to approve the recommendations for appointment. 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. Springsted Responses to Recently-Reviewed Positions by David Ash.

03-12-2018 Summary: David Ash reported on status. The Committee is awaiting additional information from attorneys.

03-20-2018 Summary: David Ash advised that he is waiting on information from the Sheriff's office.

9) Board of Supervisors Work Session Items

03-12-2018 Summary: Board Members: Present: Barbara J. Byrd, Terri T. Catlett, Mary L.C. Daniel, Bev B. McKay, David S. Weiss Absent: None

General Government Staff Present: David Ash, Brian Lichty, Brandon Stidham, Lora B. Walburn

Constitutional Staff Present: Tom Judge

Joint Administrative Services Staff Present: Tom Judge

Board of Supervisors Meeting Minutes For March 20, 2018 – Regular Meeting

Press Present: Cathy Kuehner

Chairman Weiss called the Board of Supervisors Work Session and FY2019 Budget Work Session to order at 10 am.

Tom Judge requested the addition of Item C Convenience Center Funding Request.

Supervisor Daniel moved to adopt the agenda as amended adding Item C Convenience Center Funding Request. 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

A. Consideration Sewer Easement William Genda, Historic Rosemont Manor

03-12-2018 Summary: David Ash reviewed the Mr. Genda's request to add a second connection to that portion of the sanitary sewer system belonging to the County. Highlights of discussion include:

- Rosemont Manor already has one hook up to the County's sewer system of which County employees were unaware.
- County's sewer system services the DG Cooley Upper and Lower Campus' and Parks and Recreation with Senior Center.
- Other businesses along Route 7 connected to the County's system are: Ruritan, St. Bridgett's Church, Todd Carlisle's property, the former skating rink.
- Agreement:
 - o A similar private user agreement is proposed.
 - o Will include a statement "that the sewer service extended is an accommodation; that the County is not in the business of providing "public" sewer, that the costs of operations, maintenance, repair or upgrade will be shared with users of the systems on a pro-rated basis as the need for such arises.
 - o Applicant will bear all costs including attorney's fees.
 - o Applicant will be asked to provide a schematic of the original / existing connection.

By consensus, the Board instructed David Ash to contact Mr. Genda and relay the Board's direction and to confirm with the Town sewer line and sewer system capacity.

03-20-2018 Action: David Ash reported the following:

- Working out details with Mr. Genda, applicant, and Robert Mitchell, County Attorney.
- Once complete, he will bring back to the Supervisors for further review.

- Keith Dalton, Berryville Town Manager, has not expressed any concerns during the course of several conversations on the matter.
- The whole of the County's is reinforced with liner.

B. FY2019 Budget Work Session with Tom Judge

03-12-2018 Summary: Tom Judge distributed the final draft of the FY2019 Budget and CY2018 Tax Rates. Highlights of review include:

- Tax rate: No Change
- Budget includes:
 - o 2.5% employee salary increase
 - o 14% health insurance increase
 - o Addition of two Emergency Medical Technicians
 - o Funding for Emergency Medical Technician schedule adjustments
 - o Volunteer incentive program
 - o \$15,000 more per volunteer company
 - o \$200,000 for reassessment
 - o \$112,000 appraisal software
 - o \$125,000 operation cost for Munis software program
- State Budget:
 - o General Assembly ended its session without adopting a budget.
 - o Further consideration of Circuit Court Clerk's request for a full-time position is dependent upon the State's budget.
 - o Many items could be affected by the State budget; however, Mr. Judge does not believe it will have a significant impact.
- Tax revenue estimates will be refined prior to adoption of the FY2019 budget.
- Determination of tax assessments for the solar farm are under review and could be adjusted.
- Tax Relief for the Elderly and Disabled reflects estimate based on FY2018 actual. If an applicant qualifies for tax relief, it will be granted regardless of budgeted amount.
- Reduction in Department of Social Services budget reflects transition of the joint foster care program to Frederick County. Social Services Director Angie Jones did warn the FY2019 Budget Finance Committee that her department's downward trend could change.
- Pay-as-you-go funds are used for one-time expenditures.
- General government projects are down with several projects to be completed with FY2018 funds.

- Surplus equipment is disposed most often on an on-line auction site.

In response to suggestions by Supervisor Catlett, Mr. Judge agreed to improve the index order of budget documents on line.

Chairman Weiss expressed appreciation to department heads for thoroughly vetting requests prior to submission.

Vice Chair McKay moved to set public hearing on Tuesday, April 3, 2018 at 7:30 pm, or as soon thereafter as the matter may be heard, in the Berryville Clarke County Government Center Main Meeting Room, 101 Chalmers Court, 2nd Floor, Berryville, VA, for FY2019 Budget and CY2018 Tax Rates and advertise the budget and tax rates 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

03-20-2018 Action: David Ash reminded that the Supervisors have set public hearing on the FY2019 Budget and CY2018 Tax Rates for April 3, 2018.

C. Convenience Center Funding Request

03-12-2018 Summary: Tom Judge distributed the following information for Board consideration and action.

Convenience Center

Estimated Cost:	\$900,115
Spent or encumbered to date:	\$151,410
Available budget:	\$592,989
Needed supplement:	\$155,716

"Be it resolved that General Capital Projects budgets of \$102,434 for Economic Development and \$53,282 for Asphalt, Sidewalk, and Path repairs be transferred to the Convenience Center Capital project."

ESTIMATED BUDGET FOR CLARKE COUNTY CONVENIENCE CENTER**Paid To Date**

A/E Services to Date	\$ 105,420.05
Fees/Permits to Date	\$ 6,329.00
Advertising to Date	\$ 586.30
Jerry McDonald-Excavation Services	\$ 2,350.00
Total To Date	\$ 114,685.35

Encumbered but Not Yet Paid

Well Drilling Services	\$ 17,345.00
A/E Services	\$ 19,380.20
Encumbered to Date	\$ 36,725.20

Estimated Future Expenses

Pine Knoll Bid	\$ 546,371.00
One Marathon RJ575-HD Compactor (from Big Stuff, Inc.-NJPA)	\$ 65,821.00
Two RJ-40-OC 40-Yard Octagon Compaction Containers (from Bucks Fabricating)	\$ 16,870.00
Three 30-Yard Recycling Bins (Big Stuff, Inc.)	\$ 19,350.00
Shed for Staff/Employee	\$ 6,300.00
Concrete Slab for Shed	\$ 3,000.00
Nutrient Credits for 1.08 pounds of phosphorus	\$ 24,840.00
Electrical work needed by Rappahannock Electric	\$ 25,000.00
Security Cameras	\$ 3,000.00
Signage	\$ 1,500.00
Well Pump	\$ 1,000.00
Total Estimated Future Expenses	\$ 713,052.00
5% Contingency	\$ 35,652.60
Total Project Cost	\$ 900,115.15

Tom Judge informed the Board that the total project cost estimate was calculated using low bid, expenditures to date, and funds still encumbered for a total project cost of \$900,115.15.

Chairman Weiss made the Board aware that this was a time-sensitive decision noting that the County must have all funds available before entering the contract.

There was some discussion about available funds including return of unexpended funds from the Schools' Primary renovation project, which has not been finalized by Superintendent Bishop, who continues to work with H&W Construction to resolve final charges for liquidated damages.

Tom Judge assured the Supervisors that anticipated carryover funds would be available to replenish funds.

Supervisor Daniel moved to adopt the resolution *"Be it resolved that General Capital Projects budgets of \$102,434 for Economic Development and \$53,282 for Asphalt, Sidewalk, and Path repairs be transferred to the Convenience Center Capital project."*
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

Being no further business, Chairman Weiss adjourned the Board of Supervisors Work Session and FY2019 Budget Work Session at 11:03 am, Monday, March 12, 2018.

03-12-2018 Action: David Ash reminded the Board that at its March 12 Work Session action was taken to adopt funds for the Convenience Center budget.

10) Board of Supervisors Finance Committee Items

A. Budget Transfers

a) *Park Trail*

03-12-2018 Summary: The Finance Committee recommends approval. "Be it resolved that \$10,500 budgeted expenditure and appropriation be transferred from the General Fund minor capital contingency to the General Capital Projects fund."

03-20-2018 Action: Tom Judge summarized the requested action.

Supervisor Byrd commented that she received a thank you letter from a constituent thanking the Board for the Park renovations.

Supervisor Catlett moved to approve *"Be it resolved that \$10,500 budgeted expenditure and appropriation be transferred from the General Fund minor capital contingency to the General Capital Projects fund."* 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) *FISH Building Porch*

03-12-2018 Summary: The Finance Committee recommends approval. Action: "Be it resolved that \$6,693 be transferred from the General Government Capital Projects fund roofing project to the flooring project for repair and/or replacement of the FISH building porch."

03-20-2018 Action: Tom Judge summarized the request. Highlights of Board comment and review include:

- Repairs were recently made to the porch at 32 East Main.
- Historical products will be used for the repair at 36 East Main.

Vice Chair McKay moved to approve *"Be it resolved that \$6,693 be transferred from the General Government Capital Projects fund roofing project to the flooring project for repair and/or replacement of the FISH building porch."* The motion carried by the following vote:

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

c) *Park Trash Cans*

March 12, 2018 Summary: The Finance Committee recommends approval. Action: *"Be it resolved that \$14,431 be transferred from the General Government Capital Projects fund Recreation Center account to a new account for the purchase of trash cans at the Park."*

March 20, 2018 Action: Tom Judge briefly reviewed. Highlights of discussion and review include:

- Seeking to procure squirrel-proof trash cans.
- Intend to place these trash cans in problem areas and repurpose the existing trash cans in areas with fewer squirrel problems.

Vice Chair McKay moved to approve *"Be it resolved that \$14,431 be transferred from the General Government Capital Projects fund Recreation Center account to a new account for the purchase of Trash cans at the Park."* 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. Bills and Claims

03-12-2018 Summary: The Finance Committee recommends approval of the February 2018 Invoice History Report

03-20-2018 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

C. Standing Reports

FYI: Reconciliation of Appropriation, General Fund Balance, Capital Projects, YTD Budget Report

11) Joint Administrative Services Board

Tom Judge provided update. Highlights include:

- Taxation Implementation:
 - o There are issues with the conversion.
 - o Will met for training on Thursday, March 22, at 9 am to 5 pm in the 1st Floor Conference Room.
 - o This will be the tenth pass at the data conversion.
 - o Will review to ensure data is being correctly converted.
 - o Will meet again on Friday, March 23, to discuss whether everyone feels confident in going live on April 9.
 - o Friday meeting will include the Commissioner of the Revenue, Treasurer, Clarke County Director of Information Technology and Information Systems.
 - o Will discuss recommended action at the Joint Administrative Services Board meeting on Monday, March 26.

- Purchasing Policy: Will discuss proposed changes at the March 26 meeting.

Chairman Weiss added that when the County does go live with the taxation module there may be glitches and other things that may be difficult. He asked citizens to be patient with the Offices of the Treasurer and the Commissioner of the Revenue.

Supervisor Byrd asked for an update on the budget.

Tom Judge responded that there were some issues that will have to be resolved before the final adoption of the budget. He assured that he had not seen any changes since the Board of Supervisors last saw the budget on March 12. He reminded that there were still issues with taxes on the solar farm, potential Health Department savings, re-estimate of sales tax, and General Assembly budget. Mr. Judge informed the Board that the Governor and the House of Representatives were very close in budget; however, the County would lose \$130,000 in the Senate bill. He opined that the County could be adopting its budget before the State budget is adopted.

12) Government Projects Update

David Ash provided the monthly project update.

- 36 East Main:
 - Porch:
 - Funds approved earlier in the meeting.
 - Will work with the Maintenance Director to complete in the FY2018 budget.
 - Boiler Replacement:
 - Discussed with the Maintenance Director.
 - Looking at changing from fuel oil to gas, which may cost more initial; but, overall, should result in lower utility bills.
- Kohn Park:
 - Selected a vendor through the Regional Commission.
 - Attempting to getting paperwork lined up.
 - Vendor study will provide a boundary survey, location of any structures or features, and topography.
- Park Pavilion:
 - Awaiting submission of engineer-approved fasteners. From the information provided to the Building Official, the fasteners that were specified were determined to be obsolete and no longer manufactured.
 - The slab has not been poured.
 - The area has been graded out.

- Footers have been poured.
- Because this was a past vendor with a good history, there was no bid bond or performance bond required. The Joint Administrative Services Board will be reviewing changes in procurement policy to avoid being in this position in future. Vendor was paid for the materials but never returned to complete the erection.
- Park Trail:
 - Is complete.
 - Trail took more stone than originally estimated.
 - Thus far, received only positive comments on the trail.
- Solar Farm:
 - Received a preliminary inquiry from an entrepreneur expressing interest in leasing the County property next to the substation for a solar farm.
 - Area of interest is at the west side of the Park where the soccer fields are located.

13) Miscellaneous Items

Local Burn Ban

David Ash informed the Board that on March 15 he imposed a burning ban at the request of Brian Lichty, Director of Fire, Emergency Medical Services, and Emergency Operations, and two of the volunteer Fire Chiefs, which he rescinded earlier today due to the current weather conditions with freezing rain, ice, sleet, and snow forecast for today and tomorrow.

Mr. Ash reminded that even though the local ban was lifted State law still applies to burning in the County.

Burning Ban Enacted

To: Director E911 Pam Hess
Sheriff Tony Roper
Chief Deputy Sheriff Travis Sumption

PC: Brian Lichty

Date: March 15, 2018

At the request of the Director of Fire, EMS, and Emergency Management Brian Lichty, I am exercising the authority delegated to me by the Board of Supervisors pursuant to Chapter 93, Article I, Section 93.3 to impose a prohibition on outdoor burning within the County of Clarke, to include without limitation, training fires, campfires, warming fires, brush piles, household trash,

stumps, fields, or any other material capable of spreading fire. The sole exception to this ban is the use of grills or stoves designed and used for preparing food and which contain fuel and fire within a metal or masonry container.

This ban shall be effective immediately, and shall continue in effect until such time as conditions warrant the repeal of the ban by either the County Administrator or the Board of Supervisors.

Violation of the ban authorized by Chapter 93, Article I, Section 93.3 of the County Code shall be considered a Class I misdemeanor and penalties imposed for violation of this ordinance shall be in addition to those imposed for violation of other state or local ordinances.

Individuals who have conducted outdoor burning activities within the last two weeks are asked to check the burn locations to verify that the fires are completely out. Extremely low humidity and predicted high winds greatly increase the potential of a rekindle of previous fires.

Individuals having questions regarding this matter should contact the County Administrator at (540) 955-5113.

David L. Ash

Burning Ban Rescinded

To: Director E911 Pam Hess,
Sheriff Tony Roper
Chief Deputy Sheriff Travis Sumption

CC: Brian Lichty

From: David L. Ash, County Administrator

Date: March 20, 2018

As a result of the recent rainfall and the more moderate weather forecast for the immediate future, I am exercising the authority delegated to me by the Board of Supervisors pursuant to Chapter 93, Article I, Section 93.3 to rescind at 4 pm, Tuesday, March 20, 2018, the local prohibition on outdoor burning within the County of Clarke, imposed on March 15, 2018.

Please take note that this action does not rescind the limitations on outdoor burning imposed by Chapter 10.1-1142 of the Code of Virginia, as amended, which restricts burning to the hours between 4:00 p.m. and 12:00 midnight and imposes other restrictions on the nature and location of permissible fires. Neither does it prohibit the imposition or continuation of burning bans or regulations by agencies or organizations otherwise authorized or empowered to impose such regulations or bans.

Individuals are encouraged to use good judgment and discretion before lighting any outdoor fire and to take proper precautions to insure that the fire is controlled during the hours burning is permitted. Any fire so ignited should not be left unattended until it is completely extinguished.

Individuals having questions regarding this matter should contact the Director of Fire, Emergency Services, and Emergency Operations at (540) 955-5113.

Evening Session

Due to inclement weather, Chairman Weiss polled the Supervisors on whether the evening session should be held. By consensus, the Supervisors agreed to conduct the evening session at the set time and location.

14) Summary of Required Action

<u>Item</u>	<u>Description</u>	<u>Responsibility</u>
1.	Process approved minutes.	Lora B. Walburn
2.	Process Lord Fairfax Health Department Locality Agreement.	Lora B. Walburn
3.	Compile notice of appointment and update database.	Lora B. Walburn
4.	Execute notice of appointment.	David Weiss
5.	Notify VDOT to look at the culvert for possible repair or removal at the cross over on Route 340 just south of the 340 Depot.	David Ash
6.	Request an update from VDOT on Raven Rock Road speed issues.	David Ash
7.	Request from VDOT date of repair for Millwood Bridge on Route 723.	David Ash
8.	Fix typographical errors on proposed 1862 Millwood Road Property resolution 2018-02R.	Lora B. Walburn
9.	Work with Robert Mitchell on preparing and providing notice to the property owner.	David Ash
10.	Update County Code CC 2018-02.	Lora B. Walburn

15) Board Member Committee Status Reports

Supervisor Barbara J. Byrd

- Berryville Town Council:
 - Passed craft beverage manufacturing.
 - Two motions brought forward:

- New business should be directed to / first handled by staff before it is handled by individual members of Council. Item passed.
- Better use of Town staff time. Item will come back to Council for review and action.
- Humane Foundation: Depending on weather, it may meet tomorrow.
- Northwestern Regional Juvenile Detention Center Commission: Will meet next month.
- School Safety Comments:
 - Five years ago, a group reviewing school safety met over an undetermined length of time at Johnson Williams Middle School.
 - The group included police officers from Fairfax, local safety persons, Sheriff, State Police, and School Administration.
 - The group included concerned constituents with expertise in this field.

Supervisor Terri T. Catlett

- Clarke County Historic Preservation Commission: Meets on Wednesday.
- Clarke County School Board:
 - School Safety:
 - Will meet quarterly with the law enforcement.
 - Randy Trenary, Director of Operations Clarke County Public Schools, will make a presentation at an upcoming work session.
 - Clarke County students participated in the one-month anniversary memorial for students of the recent shooting tragedy in Florida.
 - School Board now conducts monthly work sessions. At last work session:
 - Discussed strategic plan.
 - Discussed Department of Education's new policy defining school requirements.
 - During citizen comment, two out-of-county teachers with children enrolled in Clarke County schools cited concerns about the high cost of tuition and asked the School Board to look at the tuition fees for teachers' children as a way of addressing teacher retention.
- Parks and Recreation: Did not meet.

Supervisor Mary L.C. Daniel

- Planning Commission:

- Passed a resolution for Jon Turkel, former Planning Commissioner and current Clarke County School Board member elected in November 2017 to fill the unexpired term of Dennis Graham, Millwood / Pine Grove Districts.
- Subdivision has again been deferred.
- Approved a two lot subdivision.
- Approved Certificate of Appropriateness for Waterloo McDonalds Restaurant renovation.
- Planning Administration 2017 Annual Report included in the March 20, 2018, Board packet.
- Broadband Implementation Committee:
 - No date set for the next meeting.
 - Working on round table discussions.
- Library Advisory Council:
 - Did not meet.
 - Friends of the Handley Library will conduct a used book sale at Bowman Library March 20 through March 24.
- Josephine Community School Museum:
 - Received African Civil Rights grant from the National Park Services to repair the museum roof.
 - Alison Teetor, Maral Kalbian, and the Museum Board worked together to secure the grant.
 - Museum must wait for approval before it can start repair.
 - Chairman Weiss asked David Ash to coordinate repair efforts.

Vice Chair Bev B. McKay

- BCCGC Joint Building Committee:
 - David Ash is 2018 Chair.
 - Electric vehicle charging facilities:
 - Can receive a free charging station; however, the Town and County must pay for the electricity.
 - While credit / debit card stations are available, a courtesy station is under discussion.
 - Grant comes from Tesla and it will give the equipment if the customer agrees not to charge for usage.

- Discussed potential locations.
- Charge times vary but could take several hours.
- Could be an economic development tool.
- No recommendation by JBC - item still under discussion.
- Northern Shenandoah Valley Regional Commission: Did not meet.
- Sanitary Authority:
 - Continued discussion of well location to back up the spring.
 - Have received some position responses from land owners.
 - Missed Water Sampling:
 - Due to a software malfunction, the company responsible for water sampling missed the December / January quarterly sample and, subsequently, did not send in a report to the Virginia Department of Health.
 - To avoid problems in future, the company has updated its software.
 - Water sampling for trihalomethane and haloacetic acid.
 - Company must send a letter to all clients.
 - Water quality was good before and after the missed test.
 - Virginia Health Department report states, “No violations of the Commonwealth of Virginia Waterworks regulations were noted except not having the samples.”

Chairman David S. Weiss

- Fire & EMS Commission: Due to lack of a quorum, Commission did not meet.

Chairman Weiss recessed the meeting at 2:16 p.m.

Chairman Weiss reconvened the meeting at 6:32 p.m.

16) Citizens Comment Period

No citizens appeared to address the Board.

17) PH 18-02: CC-2018-02 Chapter 165 Taxation Article III Vehicle License Tax

David Ash reviewed the proposed amendment.

At 6:35 pm, Chairman Weiss opened the public comment portion of the public hearing. Being no one present desiring to speak, Chairman Weiss closed the public hearing.

Vice Chair McKay moved to approve the amendment as presented. 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

Article III Vehicle License Tax¹

[Adopted 1-19-1988 as Secs. 8-31through 8-37 of the 1987 Code]

§ 165-18. Violations and penalties.

Amended 93-01-19;
93-04-20; 97-05-20

The owner or operator of any motor vehicle, trailer or semitrailer who fails to obtain and display any required local license or who displays upon a motor vehicle, trailer or semitrailer any license of the county after its expiration date shall, upon conviction, be punished by a fine not to exceed that of a Class 4 misdemeanor, provided that a violation of this section may not be discharged by payment of a fine except upon presentation of satisfactory evidence that the required license has been obtained.

Amended 1-19-1993; 4-20-1993; 5-20-1997: Provide for penalties for failure to obtain and display the required local license.

§ 165-19. Persons and vehicles subject to tax; presentation of Virginia vehicle registration cards.

A. All motor vehicles, trailers, semitrailers and other vehicles normally garaged, stored or parked in the county shall be subject to the provisions of this article. When such normal location of a vehicle cannot be determined and the domicile of its owner is in this county, the vehicle shall also be subject to the provisions of this article.

B. Subsection A shall not apply to any vehicle exempted by the Code of Virginia, § 46.2-755. Limitations on imposition of motor vehicle license taxes and fees, or other law.F45F²

¹Editor's Note: See ~ 46.2-752 of the Code of Virginia, authority for assessment of taxes and license fees. See also Art. XIV, Motor Vehicle License Tax Exemption.

² Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. I).

- C. All persons subject to the provisions of this article who have been issued state vehicle licenses shall present their state registration cards to the Commissioner of the Revenue for issuance of a county vehicle license.

§ 165-20. Annual tax imposed; when and to whom tax payable. [Amended 4-20-1993]

There is hereby levied, assessed and charged an annual vehicle license tax on motor vehicles, trailers and semitrailers owned by residents of the county, payable to the Treasurer annually during the period January 1 through February 15, as fixed from time to time by resolution of the Board.

§ 165-21. Proration of tax. [Amended 4-20-1993]

With respect to any motor vehicle, trailer or semitrailer first garaged, stored or parked within the county after July 1, the county vehicle license tax shall be 1/2 of the annual tax.

§ 165-22. Specifications for licenses; issuance and attachment to vehicles; procurement by county for issuance to vehicle owners. [Amended 07-07-17]

- A. One permanent vehicle decal or other sticker with a number, the words "Clarke County" inscribed thereon shall be issued for each vehicle licensed and shall be attached to such vehicle in this manner: The permanent decal or other sticker shall be securely attached to such vehicle in such a manner that it will be clearly visible from the rear thereof, except on any vehicle with a windshield, in which case the decal or other sticker shall be placed on the windshield to the right of and adjacent to the state inspection sticker, no higher than three inches from the bottom of the windshield of such vehicle.
- B. The Treasurer shall procure the decals or other stickers and forms for the administration of this article, payment thereof to be appropriated from the general county fund.

§ 165-23. Payment of personal property tax required.

No vehicle shall be licensed by the county unless and until the applicant for such license shall have produced satisfactory evidence that all property taxes have been paid which have been properly assessed or are assessable against the applicant by the county.

§ 165-24. Fee for transfer or reissuance.

A fee shall be charged for the transfer or reissue of any county vehicle license.

§ 165-25. License period of validity. [Added 07-07-17]

The license tax year under the terms of this Article shall commence on the first day of January and shall expire on the thirty-first [31] of December of the calendar year. The permanent license shall be valid as long as:

- (1) the vehicle is normally garaged, stored, or parked in the county and owned by the licensee, and
- (2) all license taxes assessed against the vehicle owner pursuant to this article have been paid. Display of an invalid license on a motor vehicle shall be deemed a violation of this Article and subject to the penalties set forth in section 165- 18 above.

Amendments Chapter
165-Article III

2007-07-17

165-22 Amend and 165-25 The Clarke County Board of Supervisors proposes this ordinance be adopted amending Chapter 165 Article III Vehicle License Tax changing § 165-22. Specifications for licenses; issuance and attachment to vehicles; procurement by county for issuance to vehicle owners to state permanent decal and adding § 165-25. License period of validity setting forth the requirements for validity to become effective January 1, 2008.

Next Regular Meeting Date

The next regular meeting of the Board of Supervisors is set for Tuesday, April 17, 2018, at 1:00 p.m. in the Berryville Clarke County Government Center, Main Meeting Room, 101 Chalmers Court, Berryville, Virginia.

18) Adjournment

At 6:55 pm, being no further business, Chairman Weiss adjourned the meeting.

ATTEST: March 20, 2018

David S. Weiss, Chair

David L. Ash, County Administrator

Afternoon Session recorded by Brianna Taylor, Administrative Assistant County Administration. Evening Session recorded by David Ash, County Administrator – Clerk to the Board of Supervisors. Recordings and notes transcribed by Lora B. Walburn, Deputy Clerk to the Board of Supervisors

April 3, 2018

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

1:00 p.m.

At the FY2019 Budget and CY2018 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, 2nd Floor, Berryville, Virginia conducted on Tuesday, April 3, 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, Lisa Cooke, Brian Lichty, Brianna Taylor, Lora Walburn

School Board Members

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

School Staff Present

Chuck Bishop, Rick Catlett, Tom Judge, Renee Weir

Constitutional / State Offices

Anthony “Tony” Roper, Travis Sumption, Brian Rosenberry

Press

Cathy Kuehner - The Winchester Star

Others Present

Board of Supervisors Meeting Minutes For April 3, 2018 – Budget & Tax Rate Public Hearing

Jason Burns, Gwen Malone, 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.

At 7:33 pm, Chairman Singh-Smith called the School Board meeting to order.

2) Adoption of 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

3) FY2109 Budget Public Hearing

Tom Judge, Director Joint Administrative Services, provided highlights of the proposed FY2019 Budget:

- Budget is premised on no change to tax rates.
- Across the Board 2.5% salary increase = \$560K.
- Across the Board 14% health insurance premium increase = \$310K.
- Fire and Emergency Medical:
 - Two additional Emergency Medical Technician positions (\$112K). Change from five to seven full-time positions.
 - Volunteer Incentive Program = \$15K
 - Additional \$15,000 stipend for each of the three companies (\$45K).
- +\$50,000 for convenience center operations.
- \$200,000 for property reassessment plus \$112,000 for appraisal software.
- \$125,000 annual Tyler Munis cost now included in Joint Administrative Services budget.
- \$74,744 for new School Division position: Competent Learner Model Coach.

- Tax rates unchanged.

Chairman Weiss called for questions from Board members and the audience.

Supervisor Byrd requested clarification of tax relief funding estimate.

Tom Judge advised that he would be asking the Budget Finance Committee to review the estimate and adjust if needed.

Chairman Weiss added that tax relief would be granted to all qualified applicants regardless of the budgeted amount.

At 7:41 p.m., Chairman Weiss opened the public comment portion of the public hearing. Being no persons wishing to address the Boards, Chairman Weiss closed the public hearing.

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

Following brief discussion, by consensus, the Supervisors agreed to move action on the budget to its afternoon session of the April 17, 2018, Regular Meeting.

4) FY2018 Tax Rate Public Hearing

Tom Judge reviewed the tax rate resolution for calendar year 2018. He restated that tax rates were unchanged from calendar year 2017.

At 7:46 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.

By consensus, the Supervisors agreed to move action on the tax rates to its afternoon session of the April 17, 2018, Regular Meeting.

Chairman Weiss thanked the School Board and its staff for developing a budget that was transparent and thorough.

On behalf of the Board of Supervisors, Chairman Weiss expressed gratitude to department heads and constitutional officers for preparing reasonable, well-thought-out budgets and requests that made the Board's job easier.

Next Regular Meeting Date

The next regular meeting of the Board of Supervisors is set for Tuesday, April 17, 2018, at 1:00 p.m. in the Berryville Clarke County Government Center, Main Meeting Room, 101 Chalmers Court, Berryville, Virginia.

5) Adjournment

At 7:48 pm, being no further business, Chairman Weiss adjourned the Board of Supervisors.

Immediately following, Chairman Singh-Smith adjourned the School Board.

ATTEST: April 3, 2018

David S. Weiss, Chair

David L. Ash, County Administrator

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

Consent Agenda

- A) African American Civil Rights grant for the project entitled "Josephine City School Roof Project" for \$17,855. Recommendation: Authorize the County Administrator to sign necessary grant contracts and forms related to the grant. An appropriation request will be sent to the finance committee once the contract is approved.

MEMORANDUM

TO: Board of Supervisors, David Ash
FROM: Historic Preservation Commission, Alison Teetor
DATE: April 4, 2018
SUBJECT: African American Civil Rights grant

The Historic Preservation Commission has received a grant from the National Park Service African American Civil Rights grant for the project entitled "**Josephine City School Roof Project**" for **\$17,855**.

This project is a straight forward replacement of an existing modern metal roof on the main portion of the historic building.

Description of work:

- 1) Remove the existing modern v-crimp metal roofing on the main building (the small side wing roof does not require repair).
- 2) Remove the guttering on the south side and four feet of spouting on the north side.
- 3) Replace the southeast rake board and eight feet of the northeast rake, which are beyond repair.
- 4) Paint the new woodwork.
- 5) Repair/replace the bottom sheathing boards as needed.
- 6) Install a three-foot wide ice and water shield along the eaves.
- 7) Install 24" 26-gauge pre-painted standing-seam roofing over underlayment.
- 8) Flash one brick chimney.
- 9) Install pre-painted RT 200 snow guards- one per seam.
- 10) Install 45 feet of 6" half round strap-hung galvanized guttering.
- 11) Install 5 feet of 4" round galvanized spouting.
- 12) Remove all debris incurred by this work.

Staff will work with the procurement office to select an established roofing contractor with experience working on historically-significant buildings. The work will be carefully monitored and documented by the county's architectural historian to ensure that all work meets the Secretary of the Interior's Standards for Rehabilitation. The work will be planned and reviewed in compliance with Section 106. Clarke County has successfully completed similar projects in partnership with the Virginia SHPO (VDHR) and is looking forward to doing this again.

Recommendation

Authorize the County Administrator to sign necessary grant contracts and forms related to the grant. An appropriation request will be sent to the finance committee once the contract is approved.



Personnel Committee Items

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

Monday, April 9, 2018 9:30 am

Item No.

Description

A. Expiration of Term for appointments expiring through June 2018.

04-09-2018 Summary: The Personnel Committee recommends reappointing the following:

- Aubrey Bogert, Clarke County Library Advisory Council, to a four-year term expiring April 15, 2022
- Francis Lee, Clarke County Planning Commission, to a four-year term expiring April 30, 2022
- Randy Buckley, Clarke county Planning Commission, to a four-year term expiring April 30, 2022
- Doug Kruhm, Clarke County Planning Commission, to a four-year term expiring April 30, 2022

B. Springsted Responses to Recently-Reviewed Positions Update by David Ash

04-09-2018 Summary: David Ash advised that those responses were being further reviewed by the attorneys representing the County and Sheriff's Association.

Appointments by Expiration Through June 2018

			<i>Appt Date</i>	<i>Exp Date</i>	<i>Orig Appt Date:</i>
<i>November 2017</i>					
Shenandoah Valley Workforce Development Board			4 Yr		
James	Patricia	Buckmarsh District	5/16/2017	11/9/2017	9/17/2013
Left area 11-09-2017 expires 6-30-2021					
Beginning July 1, 2011, the term of appointment for SVWIB members shall be 4 years, with terms ending on June 30 of the year the term ends. Members may be eligible to serve two full consecutive terms.					
<i>February 2018</i>					
Board of Zoning Appeals			5 Yr		
Kackley	Charles	Russell District	2/12/2008	2/15/2018	4/9/1998
02-22-2018 Recommendation Sent to Circuit Court					
Appointed by Circuit Court; BOS letter of recommendation to Clerk. Oath of Office Required - Clerk of Circuit Court; 5 total members: 1 member may be on the Planning Commission Pg 1114 Supv Manual; other 4 have been generally 1 from each magisterial district, although not required.; Section 7-A-1 of the Zoning Ord states: "The Board shall consist of 5 residents of Clarke Co. Members of the Board shall hold no other public office in the locality except that 1 may be a member of the Clarke Co Planning Commission."					
<i>April 2018</i>					
Clarke County Library Advisory Council			4 Yr		
Bogert	Aubrey	White Post District	9/20/2016	4/15/2018	9/20/2016
10 Members and 1 BOS liaison					
Clarke County Planning Commission					
Lee	Francis	Berryville District	5/20/2014	4/30/2018	5/20/2014
Appointed by BOS; Oath of Office Required - Clerk of Circuit Court; Section 1-C-2 of the Zoning Ordinance states: "The Planning Commission shall consist of eleven members, appointed by the Board. Members of the Planning Commission shall be residents of the County, with there being 2 residents of each of the Board Election Districts. In addition, 1 member of the Commission shall be a member of the Board. Members of the Commission shall be qualified by knowledge and experience to make decisions on questions of community growth and development. At least 1/2 of the members of the Planning Commission shall be owners of real property in the County."					
Buckley	Randy	White Post District; 2018 Vice Chair	1/23/2014	4/30/2018	1/23/2014
Fill unexpired term of Clay Brumback expiring 4/30/2014; Vice Chair 01/03/2018					
Appointed by BOS; Oath of Office Required - Clerk of Circuit Court; Section 1-C-2 of the Zoning Ordinance states: "The Planning Commission shall consist of eleven members, appointed by the Board. Members of the Planning Commission shall be residents of the County, with there being 2 residents of each of the Board Election Districts. In addition, 1 member of the Commission shall be a member of the Board. Members of the Commission shall be qualified by knowledge and experience to make decisions on questions of community growth and development. At least 1/2 of the members of the Planning Commission shall be owners of real property in the County."					
Kruhm	Doug	Buckmarsh / Battletown District	3/18/2014	4/30/2018	3/19/2013
Fill unexpired term of Richard Thuss					
Appointed by BOS; Oath of Office Required - Clerk of Circuit Court; Section 1-C-2 of the Zoning Ordinance states: "The Planning Commission shall consist of eleven members, appointed by the Board. Members of the Planning Commission shall be residents of the County, with there being 2 residents of each of the Board Election Districts. In addition, 1 member of the Commission shall be a member of the Board. Members of the Commission shall be qualified by knowledge and experience to make decisions on questions of community growth and development. At least 1/2 of the members of the Planning Commission shall be owners of real property in the County."					

May 2018

Thursday, March 29, 2018

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Clarke County Committee Listing

			<i>Appt Date</i>	<i>Exp Date</i>
<i>Agricultural & Forestal District Advisory Committee</i>				6 Yr
Buckley	Samuel	Landowner/Producer	8/18/2015	7/15/2021
Childs	Corey	Landowner	8/18/2015	7/15/2021
Day	Emily	Landowner/Producer	8/18/2015	7/15/2021
Dorsey	Tupper	Landowner/Producer	8/18/2015	7/15/2021
Gordon	Carolyn	Landowner	8/18/2015	7/15/2021
Haynes	Carole	Landowner	9/15/2015	7/15/2021
McKay	Beverly B.	BoS - Appointed Member	8/18/2015	7/15/2021
Peake	Donna	Commissioner of the Revenue	8/18/2015	7/15/2021
<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	1/16/2018	12/31/2018
<i>Berryville Area Development Authority</i>				4 Yr
McFillen	Thomas	Berryville District	3/20/2018	3/31/2022
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	1/16/2018	12/31/2018
Capelli	Len	Director of Economic Development	4/14/2015	
Dunkle	Christy	Staff Representative - Town		
Weiss	David S.	BoS - Appointed Member	1/16/2018	12/31/2018
<i>Board of Septic & Well Appeals</i>				4 Yr
Blatz	Joseph	White Post District; Citizen Member	1/19/2016	2/15/2020
Buckley	Randy	White Post District; Planning Commission Vice Chair - Alternate	1/3/2018	12/31/2018
Daniel	Mary L.C.	BoS - Alternate	1/16/2018	12/31/2018
Fincham	Ryan	Staff Representative		
McKay	Beverly B.	BoS - Vice Chair Appointed Member	1/16/2018	12/31/2018
Ohrstrom, II	George	Russell District; Planning Commission Chair	1/3/2018	12/31/2018

Thursday, March 29, 2018

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			<i>Appt Date</i>	<i>Exp Date</i>
<i>Board of Social Services</i>				1 Yr
Byrd	Barbara J.	BoS - Appointed Member	1/16/2018	12/31/2018
Dodson	Gerald	Berryville District	10/18/2016	7/15/2020
Gray	Lynn	Berryville District	6/17/2014	7/15/2018
Melusen	Alan	2010 Chair	9/19/2017	7/15/2018
Smith	James	Berryville District	8/15/2017	7/15/2021
<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	1/16/2018	12/31/2018
Catlett	Terri T.	BoS - Appointed Member	1/16/2018	12/31/2018
McKay	Beverly B.	BoS - Alternate	1/16/2018	12/31/2018
Weiss	David S.	BoS - Appointed Member	1/16/2018	12/31/2018
<i>Board of Supervisors Personnel Committee</i>				1 Yr
Byrd	Barbara J.	BoS - Alternate	1/16/2018	12/31/2018
McKay	Beverly B.	BoS - Appointed Member	1/16/2018	12/31/2018
Weiss	David S.	BoS - Appointed Member	1/16/2018	12/31/2018
<i>Board of Zoning Appeals</i>				5 Yr
Borel	Alain F.	White Post District	1/23/2014	2/15/2019
Brumback	Clay	White Post District	12/20/2017	2/15/2019
Caldwell	Anne	Millwood District	2/25/2015	2/15/2020
Fincham	Ryan	Staff Representative		
Kackley	Charles	Russell District	2/12/2008	2/15/2018
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	1/16/2018	12/31/2018
Kreider	Scott	Buckmarsh / Battletown District	2/21/2017	
McKay	Beverly B.	White Post District	1/16/2018	12/31/2018
<i>Building and Grounds</i>				1 Yr
McKay	Beverly B.	BoS - Appointed Member	1/16/2018	12/31/2018
Weiss	David S.	BoS - Alternate	1/16/2018	12/31/2018

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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	1/16/2018	12/31/2018
<i>Clarke County Historic Preservation Commission</i>				4 Yr
Arnett	Betsy	Berryville District	4/19/2016	5/31/2020
Berger	Katherine		11/21/2017	5/31/2019
Caldwell	Anne	Millwood District	4/18/2017	5/31/2021
Carter	Paige	White Post District	4/19/2016	5/31/2020
Catlett	Terri T.	BoS - Liaison	1/16/2018	12/31/2018
Kruhm	Doug	Planning Commission Representative	1/3/2018	12/31/2018
Stieg, Jr.	Robert	Millwood District	6/17/2014	5/31/2018
Teetor	Alison	Staff Representative		
York	Robert	White Post District	4/18/2017	5/31/2021
<i>Clarke County Humane Foundation</i>				1 Yr
Byrd	Barbara J.	BoS - Liaison	1/16/2018	12/31/2018
<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	Berryville 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	1/16/2018	12/31/2018
Foster	Nancy	Russell District	4/19/2016	4/15/2020
Graves	Suzette	Berryville District	11/21/2017	4/15/2021
Holscher	Dirck	Russell District	2/21/2017	4/15/2021
Kalbman	Maral	Millwood District	2/17/2015	4/15/2019
<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; 2018 Vice Chair	1/23/2014	4/30/2018
Byrd	Barbara J.	BoS - Alternate	1/16/2018	12/31/2018
Caldwell	Anne	Millwood / Chapel District	3/21/2017	4/30/2021
Daniel	Mary L.C.	BoS - Appointed Member	1/16/2018	12/31/2018
Glover	Robert	Millwood District	1/16/2018	4/30/2019
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
Ohrstrom, II	George	Russell District; Chair	3/17/2015	4/30/2019

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			<i>Appt Date</i>	<i>Exp Date</i>
Stidham	Brandon	Staff Representative	4/30/2012	
<i>Clarke County Sanitary Authority</i>				4 Yr
DeArment	Roderick	White Post District, Chair	1/17/2017	1/5/2021
Dunning, Jr.	A.R.	White Post District, Treasurer/Secretary	1/16/2018	1/5/2022
Legge	Michael	Staff Representative		
Mackay-Smith, Jr.	Alexander	White Post District, Vice Chair	1/17/2017	1/5/2021
McKay	Beverly B.	BoS - Liaison	1/16/2018	12/31/2018
Myer	Joseph	Town of Boyce	11/17/2015	1/5/2020
Welliver	Ralph	Berryville District	7/19/2016	6/30/2020
<i>Community Policy and Management Team</i>				
Acker	Denise	Northwestern Community Services	7/18/2017	12/31/2018
Bauserman	Ellen	CCPS Director Pupil Svcs	7/18/2017	12/31/2019
Byrd	Barbara J.	BoS - Appointed Member	1/16/2018	12/31/2018
Goshen	Lisa	Parent Representative	11/21/2017	12/31/2020
Greene	Colin	VDH Representative	12/19/2017	12/31/2018
Jones	Angie	Director Clarke County DSS	7/18/2017	12/31/2019
Legrys	Mark	Court Services Unit Supervisor	7/18/2017	12/31/2019
Obradovic	Laura	Private Provider - Grafton School	7/18/2017	12/31/2020
<i>Conservation Easement Authority</i>				3 Yr
Bacon	Rives	Berryville District	8/15/2017	12/31/2019
Buckley	Randy	White Post District	12/20/2016	12/31/2019
Byrd	Barbara J.	BoS - Appointed Member	1/16/2018	12/31/2018
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
<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
Peake	Donna	Commissioner of the Revenue	1/1/2016	12/31/2019
Roper	Anthony	Sheriff	1/1/2016	12/31/2019
Williams	Anne	Commonwealth Attorney	11/7/2017	12/31/2019
<i>County Administrator</i>				
Ash	David L.	County Administrator	3/19/1991	
<i>Director of Economic Development</i>				
Capelli	Len	Director of Economic Development		

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			<i>Appt Date</i>	<i>Exp Date</i>
<i>Economic Development Advisory Committee</i>				4 Yr
Barb	Jim	Real Estate Rep, Business Owner	12/19/2017	12/31/2021
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	2018 Vice Chair, Berryville District, Business Owner	12/19/2017	12/31/2021
McKay	Beverly B.	BoS - Appointed Member	1/16/2018	12/31/2018
Milleson	John R.	2018 Chair, 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
<i>Family Assessment and Planning Team</i>				
Allen	Gay	DSS - Foster Care Worker	7/18/2017	12/31/2018
Davis	Sara	Parent Representative	8/15/2017	12/31/2020
Myers-DePina	Martia	Northwestern Community Svcs Board Rep	2/20/2018	12/31/2018
Phillips	Courtney	26th District Court Svcs Unit	10/17/2017	12/31/2019
Rousseau	Christian	Private Provider - Intensive Supervisor & Counseling	6/12/2017	12/31/2020
Thompson	Christine	CCPS - Social Worker	7/18/2017	12/31/2019
<i>Fire & EMS Commission</i>				
Armacost, Jr.	Van	John H. Enders VFRC Rep	8/15/2017	8/30/2018
Conrad	Bryan H.	Citizen-at-large	9/1/2015	8/31/2019
Harrison	Diane	Citizen-at-large	6/20/2017	8/31/2021
Hoff	Matt	Boyce VFRC Rep	8/15/2017	8/31/2018
Lichty	Brian	Staff Representative	11/14/2016	
Nicholson	Andrew	Citizen-at-large	10/17/2017	8/31/2020
Roper	Anthony	Sheriff	1/1/2016	12/31/2019
Weiss	David S.	BoS - Representative	1/16/2018	12/31/2018
White	Jacob	Blue Ridge VFRC Rep	8/15/2017	8/31/2018
<i>Handley Regional Library Board</i>				4 Yr
Leahy	Cindy		11/21/2017	11/30/2021
<i>Industrial Development Authority of the Clarke County, Virginia</i>				4 Yr
Cochran	Mark	Buckmarsh District; Chair 2018	10/17/2017	10/30/2021
Ferrell	Brian	Buckmarsh District; Vice Chair 2018	6/21/2016	10/30/2019
Jones	Paul	Russell District	3/15/2016	10/30/2019
Juday	David	Russell District	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

			<i>Appt Date</i>	<i>Exp Date</i>
Waite	William	Millwood District; Secretary/Treasurer 2018	10/31/2017	10/30/2021
Weiss	David S.	BoS - Liaison	1/16/2018	12/31/2018
<i>Joint Administrative Services Board</i>				<i>Open-End</i>
Ash	David L.	County Administrator	12/22/1993	
Bishop	Chuck	School Superintendent	7/1/2014	
Judge	Tom	Staff Representative	2/14/1994	
Keeler	Sharon	Treasurer	3/12/2005	
McKay	Beverly B.	BoS - Alternate	1/16/2018	12/31/2018
Schutte	Charles	School Board Representative	1/8/2012	
Weiss	David S.	BoS - Appointed Member	1/16/2018	12/31/2018
<i>Josephine School Community Museum Board</i>				
Daniel	Mary L.C.	BoS - Liaison	1/16/2018	12/31/2018
<i>Legislative Liaison and High Growth Coalition</i>				<i>1 Yr</i>
Daniel	Mary L.C.	BoS - Liaison	1/16/2018	12/31/2018
<i>Lord Fairfax Community College Board</i>				<i>4 Yr</i>
Daniel	William	Berryville District	7/19/2016	6/30/2020
<i>Lord Fairfax Emergency Medical Services Council</i>				<i>3 Yr</i>
Burns	Jason	Career Representative; Buckmarsh District	4/21/2015	6/30/2018
Conrad	Bryan H.	Volunteer Representative; White Post District	5/16/2017	6/30/2020
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	1/16/2018	12/31/2018
McKay	Beverly B.	BoS - Appointed Member	1/16/2018	12/31/2018
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	1/16/2018	12/31/2018
<i>Northwestern Community Services Board</i>				<i>3 Yr</i>
Brown	Audrey	White Post District	11/21/2017	12/31/2020
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	1/16/2018	12/31/2018
Byrd	Barbara J.	BoS - Liaison - Alternate	1/16/2018	12/31/2018

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			<i>Appt Date</i>	<i>Exp Date</i>
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	1/16/2018	12/31/2018
Wyatt	Jimmy	Millwood District	12/20/2016	12/20/2020
<i>Old Dominion Alcohol Safety Action Policy Board & Division of Court Services</i>				<i>3 Yr</i>
Roper	Anthony	Sheriff	12/20/2016	12/31/2019
<i>Old Dominion Community Criminal Justice Board</i>				<i>3 Yr</i>
Roper	Anthony	Sheriff	12/20/2016	12/31/2019
<i>Our Health</i>				<i>3 Yr</i>
Shipe	Diane	Buckmarsh District	7/19/2016	3/15/2019
<i>Parks & Recreation Advisory Board</i>				<i>1 Yr</i>
Catlett	Terri T.	BoS - Liaison	1/16/2018	12/31/2018
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	12/19/2017	12/31/2021
Smith	Tracy	Millwood District	12/19/2017	12/31/2021
Trenary	Randy	School Superintendent Designee	10/24/2013	
Wisecarver	Steve	Appointed by Town of Boyce	1/2/2018	7/31/2018
<i>People Inc. of Virginia</i>				<i>3 Yr</i>
Hillerson	Coleen	Clarke County Rep Board of Directors	8/16/2016	7/31/2019
<i>Regional Airport Authority</i>				<i>1 Yr</i>
Ash	David L.	BoS - Alternate	1/16/2018	12/31/2018
Crawford	John	Buckmarsh District	7/19/2016	6/30/2020
McKay	Beverly B.	BoS - Alternate	1/16/2018	12/31/2018
<i>Shenandoah Area Agency on Aging, Inc.</i>				<i>4 Yr</i>
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 Development Board</i>				<i>4 Yr</i>
James	Patricia	Buckmarsh District	5/16/2017	11/9/2017

Thursday, March 29, 2018

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			<i>Appt Date</i>	<i>Exp Date</i>
<i>Strategic Planning Committee</i>				1 Yr
Catlett	Terri T.	BoS - Appointed Member	1/16/2018	12/31/2018
<i>Towns and Villages: Berryville</i>				1 Yr
Byrd	Barbara J.	BoS - Liaison	1/16/2018	12/31/2018
Daniel	Mary L.C.	BoS - Liaison - Alternate	1/16/2018	12/31/2018
<i>Towns and Villages: Boyce</i>				1 Yr
Catlett	Terri T.	BoS - Liaison	1/16/2018	12/31/2018
McKay	Beverly B.	BoS - Liaison	1/16/2018	12/31/2018
<i>Towns and Villages: Millwood</i>				1 Yr
Catlett	Terri T.	BoS - Liaison	1/16/2018	12/31/2018
<i>Towns and Villages: Pine Grove</i>				1 Yr
Catlett	Terri T.	BoS - Liaison	1/16/2018	12/31/2018
Weiss	David S.	BoS - Liaison	1/16/2018	12/31/2018
<i>Towns and Villages: White Post</i>				1 Yr
McKay	Beverly B.	BoS - Liaison	1/16/2018	12/31/2018

			<i>Appt Date</i>	<i>Exp Date</i>	<i>Orig Appt Date:</i>
Clarke County Historic Preservation Commission			4 Yr		
Stieg, Jr.	Robert	Millword District	6/17/2014	5/31/2018	1/23/2014
Fill unexpired term of Thomas Gilpin					
Section 3-E-3-d Zoning Ord "shall consist of at least 5 members not to exceed 7 members; Members shall be residents of Clarke County with a demonstrated interest in and knowledge of the historic character of Clarke County. Reasonable effort to appoint at least 2 members with professional training or equivalent experience in 1 or more of the following: architecture, architectural history, historic preservation, archeology, land use planning, or related fields. Reasonable effort to appoint at least 1 member that is a professional architect or architectural historian. At least 1 member shall be appointed from the Planning Commission upon recommendation to the Board by the Planning Commission. After the establishment of an Historic District, at least 1 member shall be a resident of a local Historic District."					

June 2018

Lord Fairfax Emergency Medical Services Council			3 Yr		
Burns	Jason	Career Representative; Buckmarsh District	4/21/2015	6/30/2018	5/19/2009
3 Clarke County Members; 3-year term; 3 consecutive terms limit; Each locality will be represented with at least 1 volunteer and 1 career EMS provider. The following classes and categories of individuals, organizations, and professions will be eligible as members of the Board: Consumers; Governmental Representatives; Hospital Administration; Physicians; Nurses; Rescue Squads and Fire Companies					



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

April 9, 2018 10:00 AM

Item
 No. Description

- A. Virginia Department of Transportation SSYP 2018/2019 by Ed Carter, Assistant Residency Administrator VDOT-Edinburg Residency

04-09-2018 Summary: Ed Carter distributed the draft SSYP 2018/19 – 2023/24. The matter will be on the April 17, 2018, Regular Meeting Agenda to set public hearing at the May 15, 2018, Regular Meeting.

- B. Hazard Mitigation Plan by Brian Lichty, Director Fire, Emergency Medical Services, and Emergency Management

04-09-2018 Summary: Brian Lichty and John Crockett, Northern Shenandoah Valley Regional Commission, appeared before the Board to describe the purpose of the Hazard Mitigation Plan explaining that the plan must be adopted by one jurisdiction within the region to be considered valid by FEMA. Additional discussion is planned for the April 17 Regular Meeting.

- C. Virginia Transit Proposed Schedule Change

04-09-2018 Summary: The Board concurred in Virginia Regional Transits request to reschedule hours to better serve its riders.

- D. Closed Session Pursuant to §2.2-3711-A1 Specific employees or appointees of the Board with David Ash, County Administrator

Supervisor Daniel moved that the Clarke County Board of Supervisors enter Closed Session pursuant to 2.2-3711 A1 Specific employees or appointees of the Board. The motion carried by the following vote:

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

No action taken following Closed Session.

**CLARKE COUNTY
SECONDARY
SYSTEM
IMPROVEMENT
PLAN
2018/19-2023/24**

DRAFT

Ed Carter

Edinburg Residency



MAJOR PROJECTS

ROUTE	ROAD NAME UPC #	FROM	TO	AVERAGE DAILY TRAFFIC COUNT	DESCRIPTION OF WORK	VICINITY	ESTIMATED COST	TENTATIVE AD/START DATE	COMMENTS
761	Old Charlestown Road UPC 98956	At Frederick/Clarke Co line		1200	Replace bridge structure		\$4,356,227	2020	Federal Funds
* 723	Old Winchester Road UPC 86316	.05 miles E County line	.05 miles W County line	880	Replace bridge structure		\$1,888,605	2018	Federal Funds

*Listed in Frederick County's Secondary Plan

Secondary System Clarke County Construction Program Estimated Allocations

Fund	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	Total
CTB Formula - Unpaved State	\$100,989	\$97,058	\$0	\$0	\$0	\$0	\$198,047
TeleFee	\$32,988	\$32,988	\$32,988	\$32,988	\$32,988	\$32,988	\$197,928
District Grant Unpaved	\$0	\$0	\$136,278	\$56,114	\$74,499	\$74,499	\$341,390
Total	\$133,977	\$130,046	\$169,266	\$89,102	\$107,487	\$107,487	\$737,365

NEW HARDSURFACE PROJECTS

PRIORITY	ROUTE	ROAD NAME UPC #	FROM	TO	LENGTH (miles)	AVERAGE DAILY TRAFFIC COUNT	VICINITY	ESTIMATED COST	TENTATIVE AD/START DATE	COMMENTS
1)	621	Lockes Mill Road UPC T15248	EHS 2.09 Miles E Rt. 608	1.09 Miles E Rt. 608	1.0	120		\$337,500	2020	Rural Rustic
2)	652	Janesville Road UPC 20260	Rt. 657	Rt. 633	1.4	170		\$315,500	2024	Rural Rustic

Planning Estimates-Typical Sections

	<u>Cost Per Mile</u>
1. Rural Rustic	\$ 305,000
2. Avg. 2-Lane Road Reconst.	\$ 809,952
3. 2-Lane Road New Location	\$ 2,230,800
4. Avg. 4-Lane Road Reconst.	\$ 2,415,128
5. Avg. 4-Lane Road New Location	\$ 4,461,600

QUESTIONS/COMMENTS

?



County of Clarke, Virginia
Department of Fire, EMS and Emergency Management
Director Brian Lichty



MEMORANDUM

To: David Ash, County Administrator

From: Brian Lichty, Director Fire, EMS and Emergency Management

Cc:

Date: April 4, 2018

RE: 2017 Hazardous Mitigation Plan Review-BOS Work Session

Below you find a briefing of information pertaining to the Hazard Mitigation Plan 2017 update.

The Northern Shenandoah Valley Regional Hazard Mitigation Plan has been prepared by the Northern Shenandoah Valley Regional Commission (NSVRC) in coordination with a regional steering committee, state agencies, and public input. This plan was adopted in 2012 and has undergone the required 5 year review. This plan serves to identify strategies to facilitate locality readiness and enhance response and resilience in the fact of hazards to protect life and property. The plan includes;

- Identification of various natural hazards that affect the region;
- Ranking hazards identified in terms of threat;
- Assessment of potential losses to infrastructure, population, and operations from hazards;
- Identification of goals and actions to mitigate hazards for each jurisdiction;
- Updated listing of strategies to guide future hazard mitigation efforts and an
- Outline of a mechanism to monitor the plan in the future planning period.

The main areas of focus for Clarke County are focused in chapters 3 – Regional Setting, Chapter 5 – Capability Assessment, and Chapter 7 – Plan Maintenance In Chapter 3 of the plan there are several elements about the region to include;

- Population Density and Housing Unit Density (Clarke County Population Density – 79.8, Housing Unit Density-36)
- Location of Northern Shenandoah Valley Region in relation to Washington DC
- Watersheds, Wetlands, Elevation and Mountain Peak maps
- Climate Statistics
- 2010 Population Density mapping & Future Population Density
- Intercensal Population estimates to include age profiles

Office: 540-955-5113

101 Chalmers Ct., Suite B
Berryville, VA 22611

Fax: 540-955-5180

- Medium Household Incomes
- County top 5 Employers
- Number of housing units, to include density, occupancy and average value
- List of Critical Facilities (Schools, Police, Fire, Medical)
- List of Religious Institutions
- Major Road Identification to include Interstates, Highways and Railroads
- Transportation hubs, to include Airports, Busses, Trains
- Electrical & Gas Services Territories
- Water and Sewer system capabilities

In Chapter 5 of the plan a review and inventory from each jurisdiction's relevant ordinances, comprehensive plans, capital improvement programs, and other programs and policies to identify strengths and weakness that might preclude the implementation of this plan. Clarke County does have a Comprehensive plan, an EOP, CIP and Municipal Code.

In Chapter 7 of the plan the referenced FEMA guidance is identified and the requirements within for proper adoption. Furthermore there is a plan to for future revisions and updates. This plan meets and exceeds Federal Hazard Mitigation planning. A full draft of the plan can be found at; <http://www.nsvregion.org/hazard-mitigation.html>

BY ADOPTING THIS PLAN THERE IS NO COMMITMENT TO ANY ACTIONS, FINANCIAL OR PROCEDURAL. THE ADOPTION OF THIS PLAN ASSISTS IN IDENTIFYING HAZARDS FOR THE MITIGATION, PREPARDNESS, RESPONSE AND RECOVERY OF EMERGENCY MANAGEMENT IN THE COUNTY.

Clarke County

Table 5.2 – Clarke County Action Plan to Implement Mitigation Strategies

Mitigation Action	Priority	Clarke County, Town of Berryville, Town of Boyce			
		Hazard(s)	Goals (1-6)/ Actions (A-D)	Responsible Dept/ Status	Funding Source
Work with local media outlets to increase awareness of natural hazards. Implement seasonal hazard awareness weeks or days (e.g., hurricane preparedness week, winter weather awareness day).	H	All	2 /D.1, D.D.2, D.3, D.4	Communications, Emergency Management/ In progress	VDEM
Conduct public education on the principles of "sheltering in place."	M	All	6 /A.1-A.6	Planning / In progress	VDEM
Educate residents and business owners about reducing possible wind-borne debris (e.g., anchoring storage sheds, moving outdoor furniture indoors, trimming trees).	M	hurricane, Tornado, Severe Storm	5, 6 /A.1-A.6, D.1-D.3	Planning/ In progress	VDEM
Encourage public and private water conservation plans, including consideration of rainwater catchment system.	M	Drought	5, 6 /A.1-A.6, D.1-D.3	Planning/ In progress	VDEM
Work with the Virginia Department of Forestry to implement the FIREWISE program in Clarke County and localities.	M	Wildfires	5, 6 /A.1-A.6, D.1-D.3	Planning/ In progress	VDEM
Identify means to coordinate, collect and store damage assessment data in GIS format for each natural hazard event that causes death, injury and or property damage.	H	All	2 /B.1-B.5, D.4	GIS, Planning/ In progress	Locality, VDEM
Consider providing necessary electrical hook-up, wiring, and switches to allow readily accessible connections to emergency generators at key critical public facilities.	M	All	4 /C.1-C.4, D.1-D.4	Emergency Management/ In progress	VDEM

Coordinate with the state to update and digitize community Flood Insurance Rate Maps (FIRMs).	M	Flood	1, 2 /C.1-C.4, D.1-D.4	GIS, Planning/ In progress	VDEM
Link structure value data with tax parcel GIS database to increase accuracy of loss estimates	M	All	1, 2 /C.1-C.4, D.1-D.4	GIS, Planning/ In progress	VDEM
Encourage purchase of NOAA radios. Provide NOAA weather radios to public facilities.	H	All	2 /D.1, D.D.2, D.3, D.4	Communications, Emergency Management/ In progress	VDEM
Investigate critical community facilities, such as County administrative offices, shelters (non-school buildings), fire stations and police stations, to evaluate their resistance to flood and wind hazards.	H	Flood, hurricane, Tornado, Severe Storm	1,2, 4 /B.1-B.6, C.1-C.4, D.1-D.4	Emergency Management/ In progress	VDEM
Prioritize facilities in known hazard areas (e.g., floodplains). Acquire, remediate, elevate repetitive loss properties	H	Flood	1, 4/C.1-C.4, D.1-D.4	Emergency Management/ In progress	VDEM
Identify program of corrective actions to improve stormwater systems' capacity to handle major rain events.	L	Flood	1, 3/B.3-B.5, D.1, D.2	Planning/ In progress	Locality, VDEM
Investigate, develop, or enhance Reverse 911 system or other public notification system.	H	All	5, 6 /A.1, A.5, D.1-D.4	Emergency Management/ In progress	VDEM
Continue to enforce zoning and building codes to prevent/control construction within the floodplain.	M	Flood	3 /B.1 -B.2, C.2, D.1	Planning/ In progress	Locality
Identify and protect critical recharge zones in high risk areas.	M	Flood	3 /B.2	Planning/ In progress	Locality
Work with the Virginia Department of Forestry to review local zoning and subdivision ordinances to identify areas to include wildfire mitigation principles.	L	Wildfires	3 /B.2	Planning, Emergency Management/ In progress	Locality, DOF, VDEM

Work with mobile home parks to construct community wind shelters or to identify and publicize nearby shelters for residents.	L	Hurricane, Tornados, Storms, Snow	5, 6 /A.1-A.6, D.1-D.4	Planning, Emergency Management/ In progress	VDEM
Inspect and clear debris from stormwater drainage system. Encourage VDOT to execute this strategy if needed.	L	Flood, hurricane, Tornado, Severe Storm, Snow, Ice, Landslide	2, 4 /C.2, D.1-D.4	Emergency Management/ In progress	VDEM, VDOT

Table 5.2 – Clarke County Action Plan to Implement Mitigation Strategies

Frederick County

Table 5.3 – Frederick County Action Plan to Implement Mitigation

Clarke County**lwalburn@clarkecounty.gov**

Route adjustment

From : Eric Levdahl <eric@vatransit.org>

Tue, Apr 03, 2018 04:42 PM

Subject : Route adjustment

📎 1 attachment

To : lwalburn@clarkecounty.gov

Ms. Walburn,

Mr. Shawn Free left our organization and I am the interim Transit Manager so I wanted to introduce myself and reopen the lines of communications between the VRT Operations center and the folks in Clarke County.

Will you be my primary contact in Clarke or should I also be in communications with anyone else?

Do you have any questions, concerns, or recommendations?

I do have one topic I'd like to open up to discussion. Mr Poe our primary driver on the Clarke route and our dispatchers are saying that the Friday Walmart run has grown in popularity and they occasionally have to turn down a rider for this trip. The reason we are occasionally unable to accommodate all request is because two of the riders that want this trip live in different corners of the county and the bus won't have time to pick up both these folks and still make the run and stay within the contracted service hours.

The drivers suggestion is to add an additional trip to the Winchester Walmart on Wednesdays this will allow us to accommodate everyone who wants to get to Walmart and to relieve the crowding that is now occurring (9 riders + 1 or 2 wheel chair passengers plus all the groceries they can carry). Both the driver and the scheduler do not feel that this will negatively impact those riders that want to go to destinations in Berryville and this will not change the agreed upon service hours.

Please let me know your thoughts,

Eric

Eric Levdahl

Interim Transit Manager

**image002.jpg**

2 KB

MEMORANDUM

TO: Board of Supervisors

FR: Thomas Judge, Director of Joint Administrative Services

DT: 4/17/2018

RE: *April Finance Report*

1. **FY 19 Budget Modifications.**

The following modifications to the advertised budget are included in the proposed budget that follows, and in the budget and appropriation Resolutions that appear earlier in the Board's Agenda:

Advertised Deficit	22,024
Sales Tax	-
Sheriff OT	50,000
RE Tax (solar farm)	35,273
EMS Billing mid option	(83,291)
Victim Witness	(1,416)
Net Change	566
Proposed Deficit	22,590

2. **Modifications to Purchasing Policy General Terms and Conditions.** Modifications to the Purchasing Policy General Terms and Conditions are attached. Approval is recommended by the Joint Administrative Services Board and the Finance Committee.
3. **Bills and Claims.** This is recommended for approval.
4. **Standing Reports.** The following report is attached: Reconciliation of Appropriations. General Fund Balance. Capital Projects. YTD Budget Report Departments / Agencies

**CLARKE COUNTY PROPOSED BUDGET
FOR THE FISCAL YEAR**

	FY17	FY17	FY18	12/31/17	FY19	FY19	Variance	Change from	Total
	Original	Audited	Adopted	FY18	Original	Proposed	19 Proposed-	3/6/2018	Change
	Budget	Actual	Budget	Budget	Request	Budget	18 Adopted		to date
EXPENDITURE									
Board of Supervisors	60,176	56,051	57,265	57,265	58,459	58,459	1,194	-	-
County Administrator	306,335	308,924	313,136	371,960	370,839	378,976	65,840	-	8,137
Legal Services	35,000	44,860	35,000	35,000	35,000	35,000	-	-	-
Commissioner of Revenue	205,850	203,428	205,595	205,595	208,790	210,490	4,895	-	1,700
Assessor	3,500	3,500	3,500	3,500	4,500	4,500	1,000	-	-
Equilization Board	-	3,800	-	-	-	-	-	-	-
Treasurer	275,354	277,071	283,229	283,229	299,855	302,167	18,938	-	2,312
Information Technology	294,840	302,578	296,879	296,879	300,876	305,152	8,273	-	4,276
Electoral Board	40,980	37,571	44,003	44,003	44,503	44,503	500	-	-
General Registrar	73,970	77,424	78,482	78,482	78,451	82,638	4,156	-	4,187
Circuit Court	12,180	18,231	12,680	12,680	13,680	13,680	1,000	-	-
General District Court	4,420	4,549	4,420	4,420	4,320	4,320	(100)	-	-
Magistrate	200	17	100	100	40	40	(60)	-	-
J&D Court	3,500	2,041	3,500	3,500	2,900	2,900	(600)	-	-
Clerk of the Circuit Court	252,874	245,478	254,374	254,374	262,616	264,897	10,523	-	2,281
Victim/Witness Coordinator	70,775	64,420	72,385	72,385	70,775	71,897	(488)	-	1,122
Blue Ridge Legal Services	1,500	1,500	1,500	1,500	1,500	1,500	-	-	-
Regional Court Services	4,494	4,494	6,179	6,179	6,500	6,500	321	-	-
Commonwealth Attorney	357,499	357,564	362,747	365,239	371,802	377,070	14,323	-	5,268
Sheriff	2,271,033	2,266,384	2,311,661	2,341,250	2,390,878	2,477,880	166,219	50,000	87,002
Criminal Justice Training Center	19,593	21,157	20,000	20,000	19,593	19,593	(407)	-	-
Drug Task Force	12,500	10,608	12,500	12,500	12,500	12,500	-	-	-
Fire and Rescue Services	767,392	783,586	804,646	804,646	819,134	993,830	189,184	-	174,696
Volunteer Fire Companies	140,485	116,341	118,153	154,593	172,200	172,200	54,047	-	-
Blue Ridge Volunteer Fire Company	51,200	51,050	51,200	51,200	66,250	66,250	15,050	-	-
Boyce Volunteer Fire Company	51,900	51,400	51,600	51,600	66,700	66,700	15,100	-	-
Enders Volunteer Fire Company	77,200	77,450	77,800	77,800	93,300	93,300	15,500	-	-
Lord Fairfax Emergency Medical Services	5,422	5,422	6,282	6,282	6,262	6,262	(20)	-	-
Forestry Service	2,712	2,712	2,712	2,712	2,712	2,874	162	-	162
Regional Jail	512,000	489,071	551,259	551,259	547,984	547,984	(3,275)	-	-
Juvenile Detention Service	22,595	22,098	16,254	16,254	12,990	13,179	(3,075)	-	189
Probation Office	800	47	800	800	500	500	(300)	-	-
Building Inspections	172,409	183,254	211,515	211,515	199,760	203,704	(7,811)	-	3,944
Animal Control	117,557	114,212	118,496	118,496	110,652	112,695	(5,801)	-	2,043
Medical Examiner & Indigent Burial	1,000	160	500	500	200	200	(300)	-	-
Refuse Disposal	175,500	142,851	162,000	162,000	150,000	150,000	(12,000)	-	-
Convenience Center	-	-	50,000	50,000	200,000	100,000	50,000	-	(100,000)
Litter Control	5,310	3,835	5,310	5,310	5,310	5,310	-	-	-
Sanitation	240,750	238,398	240,750	240,750	242,000	242,000	1,250	-	-
Maintenance/Buildings & Grounds	873,187	784,033	853,854	853,854	881,163	880,222	26,368	-	(941)
Local Health Department	220,000	220,000	221,909	221,909	222,879	154,126	(67,783)	-	(68,753)
Our Health	5,000	5,000	6,500	6,500	6,500	6,500	-	-	-
N Shen Valley Subst Abuse Coal	15,000	15,000	15,000	15,000	15,000	15,000	-	-	-
Northwestern Community Services	88,000	88,000	90,000	90,000	94,500	92,000	2,000	-	(2,500)
Concern Hotline	750	750	750	750	750	750	-	-	-
NW Works	1,000	1,000	1,000	1,000	6,000	1,000	-	-	(5,000)
Shenandoah Area Agency on Aging	40,000	40,000	40,000	40,000	40,000	40,000	-	-	-
Loudoun Transit Service	19,302	19,302	19,302	19,302	19,302	19,302	-	-	-
FISH	1,000	1,000	1,000	1,000	1,000	1,000	-	-	-
Laurel Center	2,000	2,000	2,500	2,500	4,000	3,000	500	-	(1,000)
Access Independence (serves the disabled)	750	750	1,000	1,000	1,000	1,000	-	-	-
Tax Relief for the Elderly	-	263,906	212,501	212,501	270,000	213,396	895	-	(56,604)
Lord Fairfax Community College	16,441	16,441	15,788	15,788	18,441	18,441	2,653	-	-
Parks Administration	407,878	385,303	440,606	440,606	431,491	449,034	8,428	-	17,543
Recreation Center	106,143	99,491	109,130	109,130	111,800	114,384	5,254	-	2,584
Swimming Pool	83,756	61,127	84,214	84,214	84,934	84,934	720	-	-
Concession Stand	15,301	15,157	15,330	15,330	16,130	16,130	800	-	-
Parks Programs	252,310	188,735	241,427	241,427	234,457	244,301	2,874	-	9,844
Barns of Rose Hill	5,000	7,000	5,000	5,000	11,000	5,000	-	-	(6,000)
Virginia Commission for Arts	10,000	10,000	10,000	9,000	9,000	9,000	(1,000)	-	-
Regional Library	206,513	206,513	223,757	223,757	232,000	232,000	8,243	-	-
Planning Administration	412,612	403,207	398,684	406,936	412,941	426,498	27,814	-	13,557
Housing Services	5,400	-	2,500	2,500	7,500	2,500	-	-	(5,000)
Board of Zoning Appeals	3,270	3,321	3,519	3,519	3,520	3,520	1	-	-
Office of Economic Development	80,000	49,599	61,575	61,575	67,100	64,100	2,525	-	(3,000)
Berryville Development Authority	2,000	475	2,300	2,300	2,300	900	(1,400)	-	(1,400)
Small Business Development Center	1,500	1,500	1,500	1,500	8,500	1,500	-	-	(7,000)

**CLARKE COUNTY PROPOSED BUDGET
FOR THE FISCAL YEAR**

	FY17 Original Budget	FY17 Audited Actual	FY18 Adopted Budget	12/31/17 FY18 Revised Budget	FY19 Original Request	FY19 Proposed Budget	Variance 19 Proposed- 18 Adopted	Change from 3/6/2018	Total Change to date
Berryville Main Street	-	-	2,500	2,500	10,000	2,500	-	-	(7,500)
Blandy Experimental Farm	3,000	3,000	3,000	3,000	4,000	3,000	-	-	(1,000)
Planning Commission	9,639	11,735	14,388	14,388	14,389	14,389	1	-	-
Board of Septic Appeals	1,016	749	1,565	1,565	1,566	1,566	1	-	-
Historic Preservation Commission	11,400	11,448	7,900	7,900	10,150	9,900	2,000	-	(250)
NSV Regional Planning District Commissior	7,384	7,383	10,273	10,273	10,273	10,273	-	-	-
Regional Airport	2,500	2,500	2,500	2,500	2,500	2,500	-	-	-
Friends of the Shenandoah	3,000	3,000	3,000	3,000	4,000	3,000	-	-	(1,000)
Water Quality Management	30,000	30,000	30,000	30,000	30,000	30,000	-	-	-
Lord Fairfax Soil & Water Conservation	5,000	5,000	5,000	5,000	7,800	5,000	-	-	(2,800)
Biosolids Application	10,028	618	6,990	6,990	1,001	1,001	(5,989)	-	-
Cooperative Extension	42,202	45,086	43,712	43,712	50,443	50,443	6,731	-	-
Northern Virginia 4-H Center	2,300	2,300	2,300	2,300	2,300	2,300	-	-	-
Non-Departmental Legal/Prof. Contingency	70,000	-	112,000	50,684	70,000	138,000	26,000	-	68,000
Social Services	1,546,124	1,478,944	1,613,733	1,651,733	1,503,744	1,555,824	(57,909)	-	52,080
School Operations	22,137,428	21,487,287	22,535,741	22,535,741	23,270,676	23,270,676	734,935	-	-
School Food Service	838,400	816,246	832,408	832,408	844,773	844,773	12,365	-	-
Comprehensive Services Act	1,097,426	756,714	478,689	478,689	301,306	269,499	(209,190)	-	(31,807)
Public Safety Fund	-	65,875	-	-	-	-	-	-	-
Conservation Easement	30,000	698,391	45,000	125,000	45,000	45,000	-	-	-
Shenandoah Farms Sanitary District	20,000	4,760	-	-	-	-	-	-	-
General Capital Improvements	955,162	1,045,734	947,589	2,407,812	724,800	597,000	(350,589)	-	(127,800)
School Capital Improvements	4,412,000	4,287,124	842,000	4,810,193	811,000	732,000	(110,000)	-	(79,000)
General Debt Service	251,700	251,700	251,700	251,700	251,700	251,700	-	-	-
School Debt Service	3,815,812	3,815,112	2,972,014	2,972,014	2,942,715	2,942,715	(29,299)	-	-
Joint Administrative Services	592,619	588,395	619,461	619,461	779,588	793,131	173,670	-	13,543
Unemployment Compensation	17,000	914	13,000	13,000	10,000	10,000	(3,000)	-	-
TOTAL EXPENDITURE	45,436,058	44,902,161	41,325,521	46,945,218	42,171,263	42,137,378	811,857	50,000	(33,885)
<i>Local Funds for Schools</i>	<i>20,209,341</i>	<i>19,352,914</i>	<i>15,886,734</i>	<i>19,628,587</i>	<i>16,518,311</i>	<i>16,439,311</i>	<i>552,577</i>	<i>-</i>	<i>(79,000)</i>
ESTIMATED REVENUE									
LOCAL REVENUE									
Current Real Estate Taxes	14,500,000	14,092,010	14,693,827	14,693,827	14,582,636	14,854,902	161,075 *	(35,273)	272,266
Delinquent Real Estate Taxes	50,000	159,930	42,639	42,639	114,041	114,041	71,402 *	-	-
Land Redemptions,	-	3,743	-	-	-	-	- *	-	-
Public Service Corporation Real Estate	482,255	487,565	475,887	475,887	496,356	496,356	20,469 *	-	-
Current Personal Property Taxes	4,475,997	4,291,056	4,610,712	4,610,712	4,511,189	4,823,300	212,588 *	-	312,111
Delinquent Personal Property Taxes	64,192	162,002	15,430	15,430	105,966	105,966	90,536 *	-	-
Mobile Home Taxes	1,099	1,075	1,183	1,183	1,131	1,131	(52) *	-	-
Machinery and Tools Taxes	164,962	176,461	220,167	220,167	174,876	166,593	(53,574) *	-	(8,283)
Penalties (All Property Taxes)	134,147	150,214	134,147	134,147	140,576	140,576	6,429 *	-	-
Interest (All Property Taxes)	131,901	120,399	133,477	133,477	147,371	147,371	13,894 *	-	-
Administrative Costs Delinq	12,360	11,753	11,406	11,406	11,406	11,406	(0) *	-	-
DMV Stop Fee	453	3,460	2,340	2,340	3,460	3,460	1,120 *	-	-
Credit Card Fees	8,327	11,916	11,364	11,364	11,916	11,916	552 *	-	-
Sales and Use Taxes	886,732	898,361	959,874	959,874	950,000	950,000	(9,874) *	-	-
Consumer's Utility Taxes	364,567	346,094	340,856	340,856	346,094	346,094	5,238 *	-	-
Consumption Tax	34,318	32,433	35,165	35,165	34,516	34,516	(649) *	-	-
Business License Tax	31,135	22,890	25,172	25,172	25,172	25,172	- *	-	-
Motor Vehicle Licenses	301,285	325,439	301,924	301,924	325,439	325,439	23,515 *	-	-
Recordation Taxes	258,490	309,762	262,385	262,385	291,749	291,749	29,364 *	-	-
Taxes on Wills	4,184	6,124	4,053	4,053	6,775	6,775	2,722 *	-	-
Transient Occupancy Tax	32,711	28,005	23,564	23,564	23,564	23,564	- *	-	-
Animal Licenses	11,930	6,471	8,440	8,440	8,440	8,440	0	-	-
Animal Shelter Fees - Dogs & Cats	7,910	8,068	8,525	8,525	8,525	8,525	-	-	-
Dangerous Dog Registration	-	265	200	200	200	200	-	-	-
Land Use Application Fees Penalty	3,400	7,700	3,450	3,450	3,450	3,450	-	-	-
Land Use Application Fees	24,575	25,450	400	400	300	300	(100)	-	-
Transfer Fees	444	545	461	461	485	485	24	-	-
Zoning and Subdivision Permits	67,754	88,924	90,490	90,490	90,490	90,490	(0)	-	-
Building Permits	163,987	242,160	200,000	200,000	196,245	196,245	(3,755)	-	-
Road Sign Fees	275	-	-	-	-	-	-	-	-
Sign Permits and Inspection Fees	360	3,493	488	488	1,927	1,927	1,439	-	-
Weapons Permits	7,000	5,605	5,959	5,959	7,000	7,000	1,041	-	-
New Dwelling Address Fee	2,275	4,420	3,380	3,380	3,055	3,055	(325)	-	-
Other permits, fees, and licenses	1,900	450	1,300	1,300	1,075	1,075	(225)	-	-

**CLARKE COUNTY PROPOSED BUDGET
FOR THE FISCAL YEAR**

	FY17 Original Budget	FY17 Audited Actual	FY18 Adopted Budget	12/31/17 FY18 Revised Budget	FY19 Original Request	FY19 Proposed Budget	Variance 19 Proposed- 18 Adopted	Change from 3/6/2018	Total Change to date
Court Fines and Forfeitures	310,095	352,279	310,095	310,095	310,095	310,095	-	-	-
Courthouse Security Fees	41,285	52,890	41,285	41,285	47,088	47,088	5,803	-	-
E-Ticket Fee	30,000	26,639	25,000	25,000	30,000	30,000	5,000	-	-
Interest on Bank Deposits	67,802	38,117	20,071	20,071	78,808	78,808	58,737 *	-	-
Rental of Property	55,947	61,000	55,947	55,947	61,000	61,000	5,053 *	-	-
Sheriff's Fees	800	-	796	796	796	796	0	-	-
DNA Fees - Blood Test	696	257	235	235	235	235	(0)	-	-
Commonwealth's Attorney Fees	1,777	1,742	1,776	1,776	1,749	1,749	(27)	-	-
Court Appointed Attorney	1,228	93	1,032	1,032	947	947	(85)	-	-
Central Alarm - Berryville	2,000	2,000	2,000	2,000	2,000	2,000	-	-	-
Fees for Ambulance & Rescue Services	325,000	409,373	354,920	354,920	364,620	447,911	92,991	83,291	83,291
Jail Processing Fee	1,890	1,287	1,825	1,825	1,825	1,825	(0)	-	-
EMS - Berryville	79,637	50,000	33,000	33,000	33,000	16,500	(16,500)	-	(16,500)
Wireless E-911	46,009	42,798	42,038	42,038	44,700	44,700	2,662	-	-
Humane Foundation Contribution	25,000	15,000	20,000	20,000	20,000	20,000	-	-	-
Recycling Rebate	20,011	21,311	21,311	21,311	22,109	22,109	798	-	-
Recreation Center Fees	34,995	39,027	33,931	33,931	36,500	36,500	2,569	-	-
Swimming Pool Fees	73,845	81,040	83,963	83,963	82,519	82,519	(1,444)	-	-
Concession Stand Revenue	12,500	16,834	14,336	14,336	16,500	16,500	2,164	-	-
Parks Programs Fees	275,000	261,419	277,140	277,140	265,000	265,000	(12,140)	-	-
Sale of Maps, Surveys, etc.	650	-	-	-	-	-	-	-	-
Sale of Publications	35	24	35	35	35	35	-	-	-
Mapping Fee	-	120	450	450	205	205	(245)	-	-
Engineer's Fees	8,670	500	10,000	10,000	10,000	10,000	-	-	-
Zoning Research Fee	1,182	-	-	-	-	-	-	-	-
Biosolids Application Fees	10,000	585	6,882	6,882	1,000	1,000	(5,882)	-	-
Payments in Lieu of Tax	-	42,500	-	-	48,722	48,722	48,722	-	-
Rebates & Refunds	24,772	4,803	21,992	23,381	5,000	5,000	(16,992) *	-	-
Miscellaneous Revenue	5,608	20,586	5,174	5,174	12,571	12,571	7,397 *	-	-
Gifts & Donations in Lieu of Taxes	2,750	45,400	31,645	31,645	2,750	2,750	(28,895) *	-	-
Sale of Salvage & Surplus Property	6,075	182	3,680	3,680	3,697	3,697	17 *	-	-
Sale of Vehicles	6,100	2,599	4,433	4,433	4,433	4,433	(0) *	-	-
Sale of Other Equipment	-	2,500	-	-	-	-	-	-	-
Insurance Adjustments	7,876	-	7,016	7,016	7,016	7,016	0 *	-	-
Cancelled Cks/NSF Fees	-	1,189	-	-	1,189	1,189	1,189 *	-	-
Loan Repayment	3,495	3,495	3,495	3,495	3,495	3,495	(0) *	-	-
Transfer from Conservation Easement	-	2,500	-	-	-	-	-	-	-
Tsfr from Animal Trust	-	9,625	-	-	-	-	-	-	-
Insurance Recovery	13,058	5,982	13,002	13,002	13,002	13,002	0 *	-	-
Welfare	-	50,004	-	-	-	-	-	-	-
School Operations	488,927	380,550	423,766	423,766	374,506	374,506	(49,260)	-	-
School Food Service	574,420	483,576	542,661	542,661	536,758	536,758	(5,903)	-	-
Public Safety Fund	-	47,233	-	-	-	-	-	-	-
Conservation Easement	20,000	115,814	-	-	-	-	-	-	-
General Capital Projects	-	38,218	-	653	-	-	-	-	-
School Capital Projects	-	25,589	-	-	-	-	-	-	-
Shenandoah Farms Sanitary District Fees	20,000	-	-	-	-	-	-	-	-
Parks Construction Fund	-	802	-	-	-	-	-	-	-
School Debt Service	58,075	58,075	104,231	104,231	107,731	107,731	3,500	-	-
Joint Administrative Services	2,000	539	2,000	2,000	2,000	2,000	-	-	-
TOTAL LOCAL REVENUE	24,890,135	24,850,339	25,149,828	25,151,870	25,179,025	25,821,910	672,082	48,018	642,885
REVENUE FROM THE COMMONWEALTH OF VIRGINIA									
Motor Vehicles Carrier's Taxes	23,382	22,640	24,138	24,138	25,047	25,047	909 *	-	-
Mobile Home Titling Tax	-	1,207	-	-	-	-	-	-	-
Tax on Deeds (Grantor's Tax)	66,695	58,785	66,820	66,820	55,440	55,440	(11,380) *	-	-
Quarterly Rental Tax	2,186	2,404	2,796	2,796	2,404	2,404	(392) *	-	-
Personal Property Tax Relief	2,483,842	2,483,842	2,483,842	2,483,842	2,483,842	2,483,842	-	-	-
Communications Tax	430,180	405,302	415,390	415,390	415,390	415,390	0 *	-	-
Commonwealth's Attorney	192,722	189,964	195,575	195,575	194,140	194,140	(1,435)	-	-
Sheriff	768,916	752,055	771,856	771,856	782,973	782,973	11,117	-	-
Commissioner of Revenue	77,727	76,730	77,529	77,529	78,658	78,658	1,129	-	-
Treasurer	95,550	93,184	94,888	94,888	96,457	96,457	1,569	-	-
Registrar	39,797	37,029	36,601	36,601	37,700	37,700	1,099	-	-
Clerk of the Circuit Court	157,247	164,497	157,091	157,091	159,249	159,249	2,158	-	-
Spay & Neuter Fund Distribution	125	24	99	99	24	24	(75)	-	-
Fire Programs Fund	45,475	45,236	47,153	47,153	46,142	46,142	(1,011)	-	-
Litter Control	5,310	4,055	5,310	5,310	4,500	4,500	(810)	-	-

**CLARKE COUNTY PROPOSED BUDGET
FOR THE FISCAL YEAR**

	FY17 Original Budget	FY17 Audited Actual	FY18 Adopted Budget	12/31/17 FY18 Revised Budget	FY19 Original Request	FY19 Proposed Budget	Variance 19 Proposed- 18 Adopted	Change from 3/6/2018	Total Change to date
Virginia Commission for the Arts	5,000	5,000	5,000	4,500	4,500	4,500	(500)	-	-
Other Categorical Aid	-	1,946	-	-	973	973	973	-	-
Welfare	1,023,207	990,156	1,072,068	1,072,068	970,388	970,388	(101,680)	-	-
School Operations	8,668,432	8,699,716	8,939,299	8,939,299	9,107,288	9,107,288	167,989	-	-
School Food Service	6,980	9,801	10,862	10,862	12,015	12,015	1,153	-	-
Comprehensive Services Act	550,456	285,079	239,688	239,688	138,977	138,977	(100,711)	-	-
Public Safety Fund	-	6,652	-	-	-	-	-	-	-
Conservation Easement	-	305,963	30,000	70,000	12,000	12,000	(18,000)	-	-
General Capital Projects	-	200,000	147,792	126,560	-	-	(147,792)	-	-
School Capital Projects	154,000	201,787	154,000	380,340	154,000	154,000	-	-	-
TOTAL COMMONWEALTH REVENUE	14,797,229	15,043,053	14,977,797	15,222,405	14,782,107	14,782,107	(195,690)	-	-
FEDERAL REVENUE									
Payment in Lieu of Taxes	5,700	6,135	6,464	6,464	6,697	6,697	233 *	-	-
Emergency Management Assistance	-	7,721	-	-	-	-	-	-	-
State Criminal Alien Assistance Program	921	605	775	775	775	775	-	-	-
Crime Victims Assistance	70,775	63,798	70,775	70,775	70,775	72,191	1,416	1,416	1,416
Violence Against Women Grant	28,053	27,629	28,053	28,053	28,053	28,053	-	-	-
DMV Alcohol Enforcement	12,870	10,913	11,859	11,859	10,000	10,000	(1,859)	-	-
DMV Speed Enforcement	8,000	2,315	5,005	5,005	5,000	5,000	(5)	-	-
Internet Crimes Against Children Task Force	4,000	4,050	4,000	4,000	4,000	4,000	-	-	-
Dept of Historic Resources	-	11,500	-	-	-	-	-	-	-
DOJ Vest Grant	-	-	-	-	500	500	500	-	-
Byrne Justice Assistance Grant	-	9,655	-	-	-	-	-	-	-
DOJ Local Law Enforcement Block Grant	1,510	906	1,118	1,118	500	500	(618)	-	-
LEMPG Grant	-	-	-	-	7,500	7,500	7,500	-	-
Comprehensive Services Act	-	14,036	-	-	-	-	-	-	-
Conservation Easement	-	233,625	-	-	-	-	-	-	-
School Operations	665,632	773,248	723,071	723,071	649,259	649,259	(73,812)	-	-
School Food Service	257,000	296,987	278,885	278,885	296,000	296,000	17,115	-	-
General Capital Projects	-	224,938	-	-	-	-	-	-	-
School Debt Service	120,833	123,525	118,654	118,654	113,296	113,296	(5,358)	-	-
TOTAL FEDERAL REVENUE	1,175,294	1,811,587	1,248,659	1,248,659	1,192,355	1,193,771	(54,888)	1,416	1,416
BUDGET BALANCE PROCEDURE									
TOTAL EXPENDITURES	45,436,058	44,902,161	41,325,521	46,945,218	42,171,263	42,137,378	811,857	50,000	(33,885)
TOTAL REVENUE	40,862,659	41,704,979	41,376,284	41,622,935	41,153,488	41,797,788	421,504	49,434	644,301
SURPLUS (DEFICIT)	(4,573,399)	(3,197,181)	50,763	(5,322,283)	(1,017,775)	(339,590)	(390,353)	(566)	678,186
FROM FUND BALANCE	4,573,399	3,197,181	(50,763)	5,322,283	1,017,775	339,590	390,353	566	(678,186)
NET	-	-	-	-	-	-	-	-	-

SURPLUS/DEFICIT ADJUSTMENTS:

TOTAL SURPLUS (DEFICIT) ADJUSTMENTS	-
ADJUSTED SURPLUS (DEFICIT)	<u>(339,590)</u>
PAY-AS-YOU-GO:	
PARKS MASTER PLAN	30,000
ASSESSMENT FROM GOVT SAVINGS	150,000
DATA AN COMMUNICATIONS TECHNOLOGY	137,000
TOTAL PAY-AS-YOU-GO	<u>317,000</u>
SURPLUS (DEFICIT) NET OF PAY-AS-YOU-GO	<u>(22,590)</u>

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

	2018
1. Real Estate, including the real estate of public service corporations**	\$ 0.710
2. Tangible personal property except machinery and tools and qualified Fire and Rescue Vehicles*	\$ 4.496
3. Tangible Machinery and tools	\$ 1.250
4. Tangible personal property of qualified Fire & Rescue Vehicles*	\$ 2.248

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

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



County of Clarke, Virginia
Department of Fire, EMS and Emergency Management
Director Brian Lichty



MEMORANDUM

To: Tom Judge, JAS Director
 From: Brian Lichty, Director Fire, EMS and Emergency Management
 Cc: David Ash, County Administrator
 Date: January 8th, 2017
 RE: Increased Revenue Options

Per your request I have examined several different methods for increasing revenue for the Ambulance Fee-For-Service Program. Below you will find a list of possible revenue options as presented by the Fire-EMS Commission Budget sub-committee.

- 1) Add patient balance billing to the fee for service program. In billing patient balances the revenue in this program could raise considerably. This would continue with the "soft billing" practices currently used.
- 2) Add billing for non-transport incidents. Considerable amounts of incident conclude with no transport therefore no fees collected. The billing for non-transport services is now being allowed by many insurance companies.
- 3) Establishment of a "Fire Levy" by the county. This is allowed by the Code of Virginia Title 27-23.1 and would designate a portion of the tax collected specifically for Fire-EMS needs. This allows an increase when needed and advises the public on what part of their tax is used for Fire-EMS services.

	Collections		
	40%	45%	50%
Patient Balances	\$61,857	\$69,569	\$77,321
Non-Transport	\$12,180	\$13,702	\$15,225
Total	\$74,037	\$83,291	\$92,546

Should you have any further questions please feel free to contact me.

Office: 540-955-5113

101 Chalmers Ct., Suite B
 Berryville, VA 22811

Fax: 540-955-5180

COUNTY OF CLARKE
GENERAL TERMS AND CONDITIONS

These General Terms and Conditions are required for all sealed and unsealed written solicitations issued by the County of Clarke. The County of Clarke includes the Clarke County Board of Supervisors and General Government, the Clarke County School Board and School System, and all other agencies, boards, and commissions under the fiscal direction of the Clarke County Board of Supervisors.

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A. **COMPETITION INTENDED:** It is Clarke County's intent that this document permits competition. It shall be the prospective bidder's responsibility to advise the Director of Joint Administrative Services in writing if any language requirements, specifications, etc., or any combinations thereof, inadvertently restrict or limit the requirements stated in this document to a single source. The Director of Joint Administrative Services must receive such notification not later than ten (10) calendar days prior to the date set for the bids to close.

B. **INQUIRIES:** If any prospective bidder has questions about the specifications or other solicitation documents, the prospective bidder shall contact the Director of Joint Administrative Services, no later than seven (7) days before the due date.

Any changes after the bid is advertised will be official only when submitted in writing and signed by the Director of Joint Administrative Services.

Any and all changes will be made by addendum and sent to all recorded holders of the bid documents.

All addenda issued will become part of the bid.

For a list of specific persons available to discuss this bid, see Points of Contact.

C. **INCONSISTENCY IN PROVISIONS:** In the event there are inconsistencies between the General Terms and Conditions and any other schedules contained herein, the first shall govern.

D. **COOPERATIVE PURCHASING:** It is the desire of Clarke County that all other jurisdictions be allowed to "ride the bid" and enter in to a contract with any successful Contractor chosen by Clarke County, based on mutual agreement between successful Contractor(s) and other jurisdiction(s).

If this bid is used as a cooperative IFB issued by Clarke County, the following would apply:

1. Clarke County is acting as the "Contracting Agent" for the jurisdictions concerned and shall not be held liable for any costs, damages, etc., incurred by any other jurisdiction.
2. Each jurisdiction will execute its own purchase orders with the Contractor(s) and be invoiced accordingly, in accordance with each jurisdiction's purchasing policy and procedures.
3. For copies of other jurisdictions' terms and conditions, Contractor must contact them.

E. **ETHICS IN PUBLIC CONTRACTING:** The provisions contained in Article 6 of the Virginia Public Procurement Act (VPPA) as set forth in the 1950 Code of Virginia, as amended, shall be applicable to all contracts solicited or entered in to by Clarke County. A copy of these provisions may be obtained from the Director of Joint Administrative Service upon request.

By submitting their bids, all bidders certify that their bids are made without collusion or fraud and that they have not offered or received any kickbacks or inducements from any other bidder, supplier, manufacturer or Subcontractor in connection with their bid, and that they have not conferred to any public employee having official responsibility for this procurement transaction any payment, loan, subscription, advance, deposit of money, services or anything of more than nominal value, present or promised, unless consideration of substantially equal or greater value was exchanged.

The provisions referenced above supplement, but do not supersede, other provisions of law including, but not limited to, the Virginia Conflict of Interest Act (§2.2-3100 et. Seq.). The provisions apply not

withstanding the fact that the conduct described may not constitute a violation of the Virginia Conflict of Interests Act. To the extent that violations of the ethical standards of conduct constitute violations of the Code of Virginia, they shall be punishable as provided therein. Such sanctions shall be in addition to the civil remedies set forth.

By entering into a contract, the bidder conveys, sells, assigns, and transfers to Clarke County, all rights, title and interest in and to all causes of the action it may now have or hereafter acquire under the anti-trust laws of the United States and the Commonwealth of Virginia, relating to the particular goods or services purchased or acquired by Clarke County, under said contract.

Consistent and continued tie bidding could cause rejection of bids by Clarke County and/or investigation for anti-trust violations.

E. F. TAX-EXEMPT STATUS: Since municipalities and school districts are exempt from all direct federal and state taxes, Clarke County is tax-exempt and will provide a tax-exempt certificate upon request.

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F. Contractor is responsible for paying any and all taxes on any purchases that it directly makes.

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G. **APPLICABLE LAWS AND COURTS:** This solicitation and any resulting contract shall be governed by the laws of the Commonwealth of Virginia. All Court proceedings shall be held in the Commonwealth of Virginia. The contractor shall comply with all applicable federal, state and local laws, rules, ordinances, and regulations.

H. **FIRM BID PRICING:** Clarke County requires the bid price remains firm for ninety (90) days after date of the bid opening, during which period bids may not be withdrawn. "Discount from list" bids are not acceptable unless requested.

I. **TIE BIDS:** The Joint Administrative Services Department and all other departments of Clarke County making purchases of services, supplies, material or equipment, shall, in making purchases of same, give preference to services, supplies, material or equipment sold by Clarke County and the State of Virginia vendors, in that order, in all cases of tie bids, quality and service being equal.

J. **ANTI-DISCRIMINATION:** Every individual or firm bidding must be an Equal Opportunity Employer as defined by federal law and the Code of Virginia, Virginia Public Procurement Act as amended: "Section 2.2-4311, Employment Discrimination by Contractor Prohibited" which reads:

All public bodies shall include in every contract of more than \$10,000 the following provisions:

1. During the performance of this contract, the contractor agrees as follows:

a. The contractor will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, age, disability, or other basis prohibited by state law relating to discrimination in employment, except where there is a bona fide occupational qualification reasonably necessary to the normal operation of the contractor. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.

b. The contractor, in all solicitations or advertisements for employees placed by or on behalf of the contractor, will state that such contractor is an equal opportunity employer.

c. Notices, advertisements and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient for the purpose of meeting the requirements of this section.

2. The contractor will include the provisions of the foregoing paragraphs a, b and c in every subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

K. IMMIGRATION REFORM AND CONTROL ACT OF 1986: By submitting their bids, bidders certify that they do not and will not during the performance of this contract employ illegal alien workers or otherwise violate the provisions of the Federal Immigration Reform and Control Act of 1986.

L. DEBARMENT STATUS: By submitting a bid, the bidder certifies that they are not currently debarred by the Federal Government, Commonwealth of Virginia, or by any City, Town, or County from submitting bids or proposals on contracts for the type of goods and/or services covered by this solicitation, nor are they an agent of any person or entity that is currently so debarred.

M. RESPONSE FORM PROCEDURES:

1. Response Forms must be signed and received at the Purchasing Office, before the opening hour.
2. Sealed Bids and Sealed Proposals offered by fax and or telephone will not be accepted.
3. Quotes offered by fax will be accepted; however, telephone quotes will not be accepted.
4. All Response Forms delivered in person must be delivered to the Purchasing Office.
5. In submitting a Response Form, the bidder signifies that he/she is fully informed as to the extent and character of the supplies, materials, equipment and/or services necessary to perform this project in accordance with all documents constituting the bid and will comply satisfactorily with the bid documents.
6. Further, the bidder signifies that when necessary he/she has inspected the site on which the work shall be done and is aware of all conditions affecting the execution of the work contained within the bid documents. Failure to visit the site will in no way relieve the successful bidder from performance under the contract.
7. All information required by the solicitation must be supplied to constitute a responsive bid. All information submitted including prices should be typed so as to insure legibility. However, the bidder's signature shall be handwritten in ink in order for the bid to be considered.
8. The bidder expressly warrants that the price or prices quoted herein are not the result of an agreement or understanding expressed or implied with any other bidder or bidders.

9. By submitting a Response Form, bidders certify that they are not currently debarred by Clarke County from submitting bids, proposals or quotes on contracts, nor are they an agent of any person or entity that is currently debarred by Clarke County from submitting bids, proposals or quotes.
10. Any Response Form submitted with corrections must have corrections initialed by the person who signed the original. The unit price will prevail in the event an error is made in computing totals.
11. All prices for materials are to be F.O.B. Destination, prepaid and allowed. Except as otherwise specified herein, standard commercial packaging, packing and shipping containers shall be used. All shipping containers shall be legibly marked or labeled on the outside with purchase order, commodity description, and quantity.
12. The successful bidder shall not assign, transfer, convey, sublet, or otherwise dispose of the contract or his/her right, title, or interest therein, or his/her power to execute written consent of Clarke County.
13. Bidders are encouraged to have a representative at the bid opening if information on the bids submitted is desired.
14. Bids will be opened at the advertised local prevailing time, but Clarke County officials reserve the right to take sufficient time to study the various bids and then make the awards. Bids will be awarded as promptly as possible after the closing date.
15. Unless otherwise specified, Response Forms must be submitted in triplicate and will be received at:

Clarke County Purchasing Office
129 Ramsburg Lane
Berryville VA 22611

16. Sealed Bid envelopes must be clearly marked, with the IFB number and project name, on the outside, lower left corner as follows:

Sealed Bid – Do Not Open
IFB # _____
PROJECT NAME _____

17. Sealed Bids will be received up to the advertised time and date at the Clarke County Purchasing Office and at the appointed time will be opened publicly and read allowed. The clock on the Purchasing Office's wall will be used to log the time each bid/proposal is received.
18. If more than one bid opening is held the same date, bids will be opened in succession as numbered and lettered (A, B, C, etc.).
 - a. Late bids will not be accepted. Bids received in the mail will be returned to the bidder unopened (provided properly sealed and marked as indicated above). Failure to comply with conditions set forth herein may result in removal of bid (all/part) from consideration.

- b. All contracts, unless otherwise specifically stated, shall provide materials/commodities in new, first class condition, fresh stock, latest model, design or pack. This shall include any containers suitable for shipment, usage and/or storage unless otherwise indicated within this document. Verbal agreements to the contrary will not be recognized.
- c. Any items or parts of any equipment listed in this solicitation which are not fully described or are omitted from such specifications and which are clearly necessary for the completion of such equipment and its appurtenance shall be considered a part of such equipment although not directly specified or called for in the specifications.
- d. By law, Clarke County will not receive any materials, products, or chemicals that may be hazardous to an employee's health, unless accompanied by a Material Safety Data Sheet (MSDS) when products and/or chemicals are received. **MSDS must be submitted to Clarke County in triplicate.**

N. BID WITHDRAWALS

- 1. A bidder, for contract other than for public construction, may request withdrawal of his/her bid before award, by submitting a written request to the Director of Joint Administrative Services.
- 2. After bid/proposal opening, corrections shall be permitted only to the extent that the vendor can show by clear and convincing evidence that a mistake of a nonjudgmental character was made, the nature of the mistake, and the price actually intended. After the opening, no changes in prices or other provisions of bids/proposals prejudicial to the interest of the County or fair competition shall be permitted. In lieu of bid correction, a low bidder/offeree alleging a material mistake of fact may be permitted to withdraw its bid/proposal if:
 - a. the mistake is clearly evident on the face of the bid/proposal document but the intended correct bid/proposal is not similarly evident; or
 - b. the vendor submits evidence which clearly and convincingly demonstrates that a mistake was made. All decisions to permit the correction or withdrawal of bids, or to cancel awards or contracts based on bid mistakes, shall be supported by a written determination made by the Director of Joint Administrative Services.
- 3. If bid bonds were tendered with the bid, Clarke County may exercise its right of collection. No bid may be withdrawn under this paragraph when the result would be the awarding of the contract on another bid of the same bidder in which the ownership of the withdrawing bidders is more than five percent (5%).
- 4. If a bid is withdrawn under the authority of this paragraph, the lowest qualified remaining bid shall be deemed to be the low bid.
- 5. Except as otherwise provided by regulation, all decisions to permit the correction or withdrawal of bids, or to cancel awards or contracts based on bid mistakes shall be supported by a written determination made by the Director of Joint Administrative Services.
- 6. No bidder who is permitted to withdraw a bid shall, for compensation, supply any material or labor or to perform any subcontract or other work agreement for the person or firm to whom the

contract is awarded or otherwise benefit, directly or indirectly, from the performance of the project for which the withdrawn bid was submitted.

O. AWARD SPECIFICS

1. Clarke County reserves the right to accept, reject and/or cancel all or any part of any Response Form, and to waive minor technicalities.
2. Awards will be made to the lowest responsive and responsible bidder(s), provided services and quality are considered to be equal to (or better than) that offered by other bidders, and the right is reserved to make the award to other than the lowest bidder when it is in the best interest of Clarke County. Further, Clarke County will be the sole judge as to conditions affecting such interest.
3. Clarke County may make such reasonable investigations as deemed proper and necessary to determine the ability of the bidder to perform the work and/or furnish the item(s), and the bidder shall furnish to Clarke County all such information and data for this purpose, as may be requested.
4. Clarke County reserves the right to inspect bidder's physical facilities before award to satisfy questions regarding the bidder's capabilities.
5. Clarke County further reserves the right to reject any bid, proposal or quote if the evidence submitted by, or investigations of, such bidder fails to satisfy Clarke County, that such bidder is properly qualified to carry out the obligations of the contract and to complete the work and/or furnish the item(s) contemplated therein.
6. Clarke County reserves the right to conduct any test/inspection it may deem advisable to assure supplies and services conform to the specification.
7. A contract shall not be assignable by the Contractor, in whole or part, without the written consent of Clarke County.
8. Unless otherwise specified, the right is reserved to make award based on all work and/or items, or on any part of work/items, whichever is in the best interest of Clarke County.
9. The right is reserved to cancel any contract and reject deliveries of any products or materials not in accordance with the specifications. All returns or exchanges will be at the Contractor's expense. Clarke County shall be the sole and final judge.
10. The Contractor shall pay all sales, consumer, use and other similar taxes for work or portions thereof provided by the Contractor which are legally enacted at the time bids are received, whether or not yet effective.
11. The right is reserved to decide when a deviation from specifications is of sufficient consequence, when measured against the purpose for which the item will be purchased, to justify including it for consideration. Clarke County shall be the sole and final judge.

12. Should the delivery of any part of an order be delayed beyond time specified, or should any portion of the products delivered fail to comply with the specifications, Clarke County shall have the right to buy at market price for immediately delivery, and any excess cost of same over the price named herein is to be paid by the Contractor or deducted from any money due him/her thereafter.
13. If delay is foreseen, the Contractor shall give thirty (30) days prior written notice to the Director of Joint Administrative Services. Clarke County has the right to extend delivery date if reasons appear, in the sole discretion of Clarke County, to be valid. The Contractor must keep Clarke County advised at all times of status of order.
14. Default in promised delivery (without accepted reasons) or failure to meet specifications, authorizes the Joint Administrative Services Department to purchase supplies, equipment or services elsewhere and charge the full increase in cost and handling to the defaulting Contractor.
15. **The Joint Administrative Services Department will permit NO SUBSTITUTIONS OR CANCELLATIONS after award without written approval.**
16. When Clarke County notifies a bidder, in writing, of its acceptance of the bidder's price(s) of any goods or services, this notification will signify the effective date of the acceptance of this contract.
17. Cancellation of a contract for any reason may result in the removal of the successful bidder's name from the mailing list for future bidding. If the cancellation is for non-performance of the contract, such cancellation may be at the successful bidder's expense.
18. All guarantees and warranties required shall be furnished by the Contractor and shall be delivered to the Purchasing Office before final payment on the contract is made. Unless otherwise stated, the manufacturer's standard warranty applies.

P. JUSTIFICATION FOR TERMINATION

1. Clarke County may terminate this contract in whole or part whenever the Director of Joint Administrative Services shall determine that such a termination is in the best interest of Clarke County.
2. Any such termination shall be effected by delivery to the Contractor at least ten (10) business days prior to the termination of a written Notice of Termination specifying the extent to which performance shall be terminated and the date upon which such termination becomes effective.
3. An equitable adjustment in the contract price shall be made for completed service, but no amount shall be allowed for anticipated profit or unperformed services.
4. If any work or service hereunder is in progress, but not completed as of the date of termination, then this contract may be extended upon written approval by Clarke County until said work or service is completed and accepted.
5. Possible reasons for termination are:

- a. Termination for Convenience -- in the event this contract is terminated or cancelled upon request and for the convenience of Clarke County, without the required ten (10) days advance written notice, then Clarke County shall negotiate reasonable termination costs, if applicable.
- b. Termination for Cause -- termination by Clarke County for cause, default or negligence on the part of the Contractor shall be excluded from the foregoing provision; termination costs, if any, shall not apply. The ten (10) days advance notice requirement is waived in the event of Termination for Cause.
- c. Termination Due to Unavailability of Funds in Succeeding Fiscal Years -- when funds are not appropriated or otherwise made available to support continuation of performance in a subsequent fiscal year, the contract shall be cancelled and the Contractor shall be reimbursed for the reasonable value of any non-recurring costs incurred but not amortized in the price of the supplies or services delivered under the contract.

Q. DRUG FREE WORKPLACE: Every individual or firm bidding must be an Equal Opportunity Employer as defined by federal law and the Code of Virginia, Virginia Public Procurement Act as amended: "Section 2.2-4312, Drug-free Workplace to be Maintained by Contractor; Required Contract Provisions" which reads:

All public bodies shall include in every contract over \$10,000 the following provisions:

During the performance of this contract, the contractor agrees to (i) provide a drug-free workplace for the contractor's employees; (ii) post in conspicuous places, available to employees and applicants for employment, a statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the contractor's workplace and specifying the actions that will be taken against employees for violations of such prohibition; (iii) state in all solicitations or advertisements for employees placed by or on behalf of the contractor that the contractor maintains a drug-free workplace; and (iv) include the provisions of the foregoing clauses in every subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

For the purposes of this section, "drug-free workplace" means a site for the performance of work done in connection with a specific contract awarded to a contractor in accordance with this chapter, the employees of whom are prohibited from engaging in the unlawful manufacture, sale, distribution, dispensation, possession or use of any controlled substance or marijuana during the performance of the contract.

R. INSURANCE REQUIREMENTS: By signing and submitting a bid or proposal under this solicitation, the bidder or offeror certifies that if awarded the contract, it will have the following insurance coverage at the time the contract is awarded. For construction contracts, if any subcontractors are involved, the subcontractor will have workers' compensation insurance in accordance with §2.2-4332 and 65.2-800 et seq. of the Code of Virginia. The bidder or offeror further certifies that the contractor and any subcontractors, at any tier, will maintain these insurance coverage during the entire term of the contract and that all insurance coverage will be provided by insurance companies authorized to sell insurance in Virginia by the Virginia State Corporation Commission.

1. Please note the below insurance requirements are guideline minimum amounts only, and, depending on the goods/services required, may be increased or decreased. Any changes in insurance requirements will be referenced within this document, under Specific Reference to General Terms and Conditions.
2. The successful bidder shall procure, maintain and provide proof of insurance coverage for injuries to persons and/or property damage as may arise from, or in conjunction with, the work performed on behalf of Clarke County by the bidder, his/her agents, representatives, employees or Subcontractors.
3. Actual proof of coverage as contained herein shall be submitted to Clarke County Purchasing Office within five (5) days after award has been made and before any work starts, services are provided, or goods are delivered.
4. The bidder shall maintain such coverage for the duration of the contract period for "occurrence" policies. "Claims made" policies must be in force, or that coverage purchased, for three (3) years after contract completion date.
5. The Certificate of Insurance shall be properly completed as follows:
 - a. It shall name "Clarke County, Virginia, its officers, officials, employees, volunteers and agents (as their interest may appear)" as "Certificate Holder".
 - b. It shall list "Clarke County, Virginia, its officers, officials, employees, volunteers and agents (as their interest may appear) added as an additional insured" under "Description of Operations/Locations/Vehicles/Exclusions Added by Endorsement/Special Provisions".
 - c. This provision may not apply to Professional Liability or Workers' Compensation/Employers' Liability.
6. The Certificate of Insurance shall be for a minimum of the following:
 - a. Worker's Compensation- Statutory requirements and benefits. Coverage is compulsory for employers of three or more employees, to include the employer. Contractors who fail to notify the County of Clarke of increases in the number of employees that change their workers' compensation requirements under the Code of Virginia during the course of the contract shall be in noncompliance with the contract.
 - b. Employer's Liability - \$100,000
 - c. General Liability – per occurrence \$1,000,000.00

This coverage shall be as broad as: Comprehensive General Liability endorsed to include Broad Form, Bodily Injury and Property Damage, Personal and Advertising Injury, and Commercial General Liability form including Products/completed Liability Operations.
 - d. Automobile Liability – per occurrence \$1,000,000.00

Coverage shall be sufficient to cover all vehicles owned, used or hired by the bidder, his/her agents, representatives, employees and/or Subcontractors.

e. Product Liability \$1,000,000.00

Refer to General Liability above.

f. Professional Liability/Errors and Omissions Coverages are required when soliciting those services as follows:

<u>Profession/Service</u>	<u>Limits</u>
Accounting	\$1,000,000 per occurrence, \$3,000,000 aggregate
Architecture	\$2,000,000 per occurrence, \$6,000,000 aggregate
Asbestos Design, Inspection or Abatement Contractors	\$1,000,000 per occurrence, \$3,000,000 aggregate
Health Care Practitioner (to include Dentists, aggregate Licensed Dental Hygienists, Optometrists, Registered or Licensed Practical Nurses, Pharmacists, Physicians, Podiatrists, Chiropractors, Physical Therapists, Physical Therapist Assistants, Clinical Psychologists, Clinical Social Workers, Professional Counselors, Hospitals, or Health Maintenance Organizations.)	\$2,000,000 <u>\$350,000</u> per occurrence, \$3,000,000 <u>7,050,000</u>
**(This complies with §8.01-581.15 of the Code of Virginia)	
Insurance/Risk Management	\$1,000,000 per occurrence, \$3,000,000 aggregate
Landscape/Architecture	\$1,000,000 per occurrence, \$1,000,000 aggregate
Legal	\$1,000,000 per occurrence, \$5,000,000 aggregate
Professional Engineer	\$2,000,000 per occurrence, \$6,000,000 aggregate
Surveying	\$1,000,000 per occurrence, \$1,000,000 aggregate

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7. The Contractor's insurance company shall provide thirty (30) days written notice to Clarke County before any cancellation, suspension, or void of coverage, in whole or part, where such provision is reasonable.
8. Contractor shall be responsible for making sure any/all Subcontractors each provide a Certificate of Insurance and meet all of Clarke County's insurance requirements.
9. All deductibles or self-insured retention shall appear on the certificate(s) and shall be subject to approval by Clarke County. At the option of Clarke County, either the insurer shall reduce or eliminate such deductible or self-insured retention; or the bidder shall be required to obtain a bond guaranteeing payment of losses and related claims expenses.

10. Failure to comply with any reporting provisions of the policy(ies) shall not affect coverage provided to Clarke County, its officers/officials, agents, employees and volunteers.
11. The insurer shall agree to waive all rights of subrogation against Clarke County, its officers/officials, agents, employees and volunteers for any act, omission or condition of premises by which the parties may be held liable by reason of negligence.
12. The bidder shall furnish Clarke County with the Certificate(s) of Insurance including endorsements affecting coverage. The certificates are to be signed by a person authorized by the insurance company(ies) to bind coverage on its behalf. If executed by a broker, a notarized copy of authorization to bind or certify coverage must be attached.
13. All insurance shall be placed with insurers maintaining an *A.M. Best* rating of no less than A: VII. If *A.M. Best* rating is less than A: VII, approval must be received from the Director of Joint Administrative Services.
14. All coverage designated herein shall be as broad as the Insurance Services Office ((SO) forms filed for use with the Commonwealth of Virginia.

S. BOND REQUIREMENTS

1. Any necessary bonds will be referenced within this document, under Specific Reference to General Terms and Conditions and the requirements are outlined below.

- a. **Bid Bonds** – Each bidder shall accompany their bid with a bid bond or certified check in the amount of five percent (5%) of the amount bid. Such bond shall serve as liquidated damages and be forfeited in the event the successful bidder fails to enter into the contract.

If a bid bond is required and stated in an invitation for bid and a bidder submits a bid without a bid bond, the bidder will be considered non-responsive and shall be disqualified.

- b. **Performance and Payment Bonds** – The successful Contractor shall furnish both a performance and payment bond, each in the amount equal to one hundred percent (100%) of the contract as security for the faithful performance of this contract.

c.) One or more surety companies authorized to do business in Virginia shall execute each of the bonds and the contractor shall select the surety company. Required bonds shall be payable to the County.

3. Any other special bonding requirements will be listed under Specific Reference to General Terms and Conditions.

4. All bonds shall be obtained at bidder's expense and shall be included in the bid price.

T. PERMITS AND LICENSES

1. Clarke County will attempt to make reference, within this document, to any necessary permits and licenses under Special Terms and Conditions. However, the contractor is ultimately responsible for ensuring that he/she has all the required permits and licenses.

2. For convenience purposes only, the following most commonly required permits and licenses are listed with their respective contact information.

Clarke County Building Permit

Per instructions from Building Department Office
Phone 540-955-5112

Clarke County Business License

Per instructions from Commissioner of the Revenue's Office
Phone 540-955-5108

Virginia State Contractor's License

Per VA Board for Contractors Statutes Title 54.1, Chapter 11
Phone 804-367-8500

Town of Berryville Since some of the county and school property is located within the limits of the Town of Berryville, Contractor is advised to check with the Town office to see what permits and licenses might be required for those projects. The Town Office phone number is 540-955-1099.

3. Clarke County does not waive any fees involved in securing Clarke County (or any other) permits. Any required permits and licenses are to be obtained at bidder's or Contractor's expense and to be included in the bid price.

4. All permit/license numbers must be indicated on or attached to the Response Form of this document.

U. PAYMENTS TO CONTRACTOR

1. Contractor warrants having clear title to all materials and supplies by submission of invoice being presented for payment.

2. All submitted invoices shall reflect the contract number and/or purchase order number, a detailed itemized breakdown of all charges, and (unless otherwise specified) shall be delivered to:

Clarke County Accounts Payable
524 Westwood Road
Berryville VA 22611

(v) 540-955-6171 (f) 540-955-0676

a. All submitted invoices shall show payer identification as follows:

b. Individual Contractors shall provide social security number.

- c. Proprietorships, Partnerships and/or Corporations shall provide their federal employer identification number.
- d. Payment will be made thirty (30) days after receipt of proper invoice, or thirty (30) days after receipt of all goods or inspection and acceptance of work, whichever is later.
- e. Payment shall not preclude Clarke County from making a claim for adjustment on any item later found not to have been in accordance with the contract.
- f. Unreasonable Charges. Under certain emergency procurements and for most time and material purchases, final job costs cannot be accurately determined at the time orders are placed. In such cases, contractors should be put on notice that final payment in full is contingent on a determination of reasonableness with respect to all invoiced charges. Charges that appear to be unreasonable will be researched and challenged, and that portion of the invoice held in abeyance until a settlement can be reached. Upon determining that invoiced charges are not reasonable, the County of Clarke shall promptly notify the contractor as to those charges that it considers unreasonable and the basis for the determination. A contractor may not institute legal action unless a settlement cannot be reached within thirty (30) days of notification.

g Materials delivered shall be installed prior to invoicing, or else surety is to be provided.

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V. PAYMENTS TO SUBCONTRACTORS

- 1. Any mention of the term "subcontractor(s)" in this section shall include any and all sub-tier Contractors.
- 2. A Contractor awarded the contract under this solicitation is hereby obligated to:
 - a. Pay the Subcontractor(s) within seven (7) days of the Contractor's receipt of payment from Clarke County for the proportionate share of payment received for work performed by the Subcontractor(s) under the contract or to notify Clarke County and the Subcontractor(s), in writing of the Contractor's intention to withhold payment and the reason.
 - b. Pay the Subcontractor(s) interest at the rate of one percent (1%) per month (unless otherwise provided under the terms of the contract) on all amounts owed by the Contractor that remain unpaid seven (7) days following receipt of payment from Clarke county, except for amounts withheld as stated above.
 - c. The date of mailing of any payment by U. S. mail is deemed to be payment to the addressee.
 - d. A Contractor's obligation to pay an interest charge to a Subcontractor may not be construed to be an obligation on the part of Clarke County.

- e. By submitting an invoice, the contractor agrees that all subcontractors have been paid or will be paid and the Contractor shall be responsible for resolving any and all claims submitted by the subcontractors.

W. DISPUTES

1. Contractual claims, whether for money or other relief, shall be submitted in writing no later than sixty (60) calendar days after final payment; however, written notice of the Contractor's intention to file such claim shall have been given at the time of the occurrence or beginning of the work upon which the claim is based.
2. Nothing herein shall preclude a contract from requiring submission of an invoice for final payment within a certain time after completion and acceptance of the work or acceptance of the goods. Pendency of claims shall not delay payment of amount agreed due in the final payment.

X. PROTEST OF AWARD OR DECISION TO AWARD

1. Any bidder or offeror who desires to protest the award or decision to award a contract shall submit such protest, in writing, to the Director of Joint Administrative Services, no later than ten (10) calendar days after the award announcement or decision to award, whichever occurs first.
2. No protest shall lie for a claim that the selected bidder or offeror is not a responsible bidder or offeror.
3. Written protest shall include basis for the protest and relief sought.

Y. USE OF BRAND NAMES

1. Unless otherwise provided within this document, the name of a certain brand, make or manufacturer does not restrict bidders to the specific brand, make or manufacturer names; it conveys the general style, type, character, and/or quality of the article desired, and any article which Clarke county in its sole discretion determines to be the equal of that specified, considering quality, workmanship, economy of operation, and suitability for the purpose intended, shall be accepted.
2. Any catalog, brand name or manufacturer's reference used in the bid invitation is descriptive – not restrictive – it is to indicate the type and quality desired.
3. Bids on brands of like nature and quality will be considered.
4. If other than brand specified is offered, illustrations and complete description (manufacturer, brand or trade name, catalog number, etc.) must be submitted with bid. Please note that samples may be required.
5. If bidder makes no other bid and takes no exception to the specifications or reference data, the bidder will be required to furnish brand names, numbers, etc., as specified.
6. Bidders, by their signature and submission of bid, certify that any/all item(s) bid upon meet and/or exceed the specifications.

Z. PAYMENT OF CLARKE COUNTY TAXES

1. All bidders located or owning property in Clarke County shall assure that all real and personal property taxes are paid before submitting a bid.
2. Clarke County will verify payment of all real and personal property taxes by the successful bidder before the award of any contract.

AA. NOTICE OF REQUIRED DISABILITY LEGISLATION COMPLIANCE

1. Clarke County is required to comply with state and federal disability legislation: §504 of The Rehabilitation Act (RA) of 1973, The Americans with Disabilities Act (ADA) for 1990 Title II, and the Virginians with Disabilities Act (VDA) of 1990.
2. Specifically, Clarke County may not, through its contractual and/or financial arrangements, directly or indirectly, avoid compliance with Title II of the ADA, Public Law 101-336, which prohibits discrimination on the basis of disability by public entities.
3. Subtitle A protects qualified individuals with disability from services, programs, or activities of all state and local governments. It extends the prohibition of discrimination in federally assisted programs established by the RA of 1973 Section 504 to all activities of state and local governments, including those that do not receive federal financial assistance, and incorporates specific prohibitions of discrimination on the basis of disability in Titles I, III, and V of the ADA. The VDA of 1990 follows the RA of 1973, Section 504.

BB. CONTRACT QUANTITIES

1. The quantities specified in this document are estimated only, and are given for the information of bidders and not for the purpose of bid evaluation. They do not indicate the actual quantity to be ordered, since such volume will depend upon requirements that develop during the contract period.
2. Quantities shown shall not be construed to represent any amount which Clarke County shall be obligated to purchase under the contract, or relieve the Contractor of obligation to fill all orders placed by Clarke County.
3. No bid will be considered which stipulates that Clarke County shall guarantee to order a specific quantity of any item.

CC. DEVIATIONS: If there is any deviation in any bid from that prescribed in the Scope of Services, the appropriate line in the Scope of Work/Services shall be ruled out and the substitution clearly indicated and submitted with the Bid Response Form. Clarke County reserves the right to determine the responsiveness of any deviation(s).

DD. SAFETY

1. All Contractors and Subcontractors performing services for Clarke County are required to and shall comply with all Occupational Safety and Health Administration

(OSHA), state and county Safety and Occupational Health Standards and any other applicable rules and regulations.

2. Also, all Contractors and Subcontractors shall be held responsible for the safety of their employees and any unsafe acts or conditions that may cause injury or damage to any persons or property within and around the work site area under this contract.

EE. **HOLD HARMLESS CLAUSE:** Bidders shall provide that, during the term of this contract, including any warranty period, for the firm indemnifying, defending and holding harmless of Clarke County, its officials, employees, agents, representatives thereof, from all suits, actions or claims of any kind, including attorney's fees, brought on account of any personal injuries, damages or violations of rights, sustained by any person or property in consequence of any neglect in safeguarding contract work or on account of any act or omission by the Contractor or Contractor's employees, or from any claims or amounts arising from violation of any law, bylaw, ordinance, regulation or decree. The bidder also agrees that this clause shall include claims involving infringement of patent or copyright.

FF. **REFERENCES:** All bidders shall include with their Response Form a list of current references for whom comparable work has been performed or to whom comparable goods have been provided. A separate attachment has been provided and must be completed entirely and returned with the bid. Failure to include Reference Form may be ample cause for rejection of bid as non-responsive.

GG. **FEDERAL/STATE LAWS AND COUNTY ORDINANCES:** Any and all Federal and Commonwealth of Virginia Laws and County Ordinances that are not referenced or stated in the County's General Terms and Conditions shall apply to all contracts/orders.

HH. **ANTITRUST:** By entering into a contract, the contractor conveys, sells, assigns, and transfers to the County of Clarke all rights, title and interest in and to all causes of action it may now have or hereafter acquire under the antitrust laws of the United States and the Commonwealth of Virginia, relating to the particular goods or services purchases or acquired by the County of Clarke under said contract.

II. **DEFAULT:** In case of failure to deliver goods or services in accordance with the contract terms and conditions, the County of Clarke, after due oral or written notice, may procure them from other sources and hold the contractor responsible for any resulting additional purchase and administrative costs. This remedy shall be in addition to any other remedies that the County may have.

JJ. **TYPES OF CONTRACT CLAUSES THAT THE COUNTY SHALL ATTEMPT TO REMOVE FROM VENDOR CONTRACTS.** Some, but not all, examples of clauses that may delay or stop a contract from being signed are shown below:

- a. The County shall attempt to remove late fee clauses.
- b. The County shall attempt to remove one-time fee clauses, such as administrative, restocking, and documentation fees.
- c. The County shall attempt to remove clauses involving the adjustment of payments due on a fixed-price contract (without prior County approval).

- d. The County shall attempt to remove clauses that provide the vendor with an automatic renewal of a contract unless County notification is provided within a particular time frame.
- e. The County shall attempt to remove clauses where the County is asked to reimburse a vendor for its expenses to refurbish equipment or materials that have been leased by the County to ensure that the vendor can resell or release the item.
- f. The County shall attempt to remove clauses where the County is asked to provide a security deposit.
- g. The County shall attempt to remove any clauses that disclaim warranties.
- h. The County shall attempt to remove any clauses that put time constraints on the County's right to file legal action.
- i. The County shall attempt to remove indemnity clauses from all contracts. If the complete removal of an indemnity clause can not be agreed upon, the County shall ensure that the maximum amount of liability is satisfactory. The County also may attempt to include its own indemnity clause in which the County's maximum amount of liability is clearly stated.
- j. The Clarke County Treasurer must approve any contract that allows a vendor to directly debit/charge the County's bank account.
- k. All Court proceedings shall be held in the Commonwealth of Virginia.

When a specific contract clause can not be agreed upon, the County reserves the right to end negotiations with the respective vendor and begin negotiations with another vendor.

KK. SEVERABILITY OF CONTRACT: In the event that any provision shall be adjudged or decreed to be invalid, such ruling shall not invalidate the entire Agreement but shall pertain only to the provision in question and the remaining provisions shall continue to be valid, binding and in full force and effect.

LL. The County reserves the right to waive or amend any of its General Terms and Conditions if the Purchasing Agent and/or Joint Administrative Board deem it to be in the best interest of the County.

END OF GENERAL TERMS AND CONDITIONS
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**Clarke County
Invoice History Report
March 31, 2018**

			INVOICE	
VENDOR NAME	ACCOUNT DESC	FULL DESC	DATE	AMOUNT
Amazon Acct	Com of Rev Capital Outlay Adds	Fellowes Lotus Sit Stand Works	02/05/2018	364.00
Amazon Acct	Com of Rev Capital Outlay Adds	Fellowes Lotus Sit Stand Works	02/05/2018	367.98
Amazon Acct	Com of Rev Capital Outlay Adds	Fellowes Lotus Sit Stand Works	02/05/2018	364.02
Amazon Acct	Treasurer Noncap Office Equip	Varidesk return	01/12/2018	-375.00
Amazon Acct	Comm Atty Noncap Office Equip	Standing Desk	02/06/2018	179.99
Amazon Acct	Sheriff Materials & Supplies	Boxes req by Deputy Chambers t	01/29/2018	31.76
Amazon Acct	Sheriff Police Supplies	OFFICE SUPPLIES, GENERAL	01/29/2018	27.17
Amazon Acct	EMS Materials & Supplies	OFFICE SUPPLIES, GENERAL	02/05/2018	5.49
Amazon Acct	EMS Materials & Supplies	COMPUTER ACCESSORIES AND SUPPL	02/05/2018	55.90
Amazon Acct	JAS Inventory -Mtls & Supplies	credit	02/07/2018	-0.01
Amazon Acct	JAS Inventory -Mtls & Supplies	Supplies for Central Store	02/07/2018	34.12
Amazon Acct	JAS Inventory -Mtls & Supplies	Supplies for Central Store	02/07/2018	12.90
Amazon Acct	JAS Inventory -Mtls & Supplies	central store refund	01/12/2018	-1.78
Amazon Acct	JAS Inventory -Mtls & Supplies	Office Supplies for Central St	02/02/2018	216.08
Amazon Acct	JAS Inventory -Mtls & Supplies	Supplies for Central Store	01/23/2018	31.15
Amazon Acct	JAS Inventory -Mtls & Supplies	central store refund	01/12/2018	-4.61
Amazon Acct	JAS Inventory -Mtls & Supplies	Supplies for Central Store	02/07/2018	37.38
Amazon Acct	Finance Materials & Supplies	W-2 Envelopes	01/23/2018	124.64
Amazon Acct	Sheriff Materials & Supplies	OFFICE SUPPLIES, GENERAL	01/24/2018	298.48
Amazon Acct Total				1,769.66
American Red Cross	Programs Purchased Services	First Aid	02/28/2018	252.00
American Red Cross Total				252.00
At&t	Communicat Telephone	Acct 287015712672 School/Gov c	02/23/2018	256.88
At&t	County Adm Telephone	Acct 287015712672 School/Gov c	02/23/2018	42.10
At&t	IT Telephone	Acct 287015712672 School/Gov c	02/23/2018	123.60
At&t	Registrar Telephone	Acct 287015712672 School/Gov c	02/23/2018	61.50
At&t	Comm Atty Telephone	Acct 287015712672 School/Gov c	02/23/2018	168.40
At&t	Sheriff Telephone	Monthly Statement	03/01/2018	16.26
At&t	Sheriff Telephone	Acct 287015712672 School/Gov c	02/23/2018	1,359.09
At&t	EMS Telephone	Acct 287015712672 School/Gov c	02/23/2018	81.34
At&t	Bldg Insp Telephone	Acct 287015712672 School/Gov c	02/23/2018	170.28
At&t	AnimalCtrl Telephone	Acct 287015712672 School/Gov c	02/23/2018	14.13
At&t	Maintenanc Telephone	Acct 287015712672 School/Gov c	02/23/2018	49.17
At&t	Econ Dev Telephone	Acct 287015712672 School/Gov c	02/23/2018	42.10
At&t	VictimWit Telephone	Acct 287015712672 School/Gov c	02/23/2018	42.10
At&t Total				2,426.95
BB&T	BoS Dues, Subscrip & Member	Co Admin BoS FOIA Books, Bldg ICC Training	03/09/2018	120.00
BB&T	Registrar Travel	Hotel for Barbara Bosserman	02/14/2018	306.49
BB&T	Sheriff Travel - Sworn Staff	Statement	03/09/2018	68.51
BB&T	Sheriff Travel - Sworn Staff	Legislative Meetings - G Lichliter	03/09/2018	193.56
BB&T	Sheriff Office Supplies	Statement	03/09/2018	31.71
BB&T	Sheriff Uniform Communications	Statement	03/09/2018	442.13
BB&T	Sheriff Uniform Sworn Staff	Statement	03/09/2018	38.02
BB&T	EMS Travel	BB&T Credit Card-Fire & EMS March 2018	03/09/2018	1,595.88
BB&T	EMS Materials & Supplies	BB&T Credit Card-Fire & EMS March 2018	03/09/2018	43.47
BB&T	Bldg Insp Purchased Services	Co Admin BoS FOIA Books, Bldg ICC Training	03/09/2018	209.00
BB&T	Bldg Insp Materials & Supplies	Co Admin BoS FOIA Books, Bldg ICC Training	03/09/2018	43.55
BB&T	AnimalCtrl Materials & Supplie	rm BB&T Credit Card 02-09-18 to 03-08-18	03/09/2018	714.74
BB&T	Maintenanc Materials & Supplie	rm BB&T Credit Card 02-09-18 to 03-08-18	03/09/2018	82.64
BB&T	Parks Adm Materials & Supplies	Supplies	03/07/2018	63.38
BB&T	Rec Center Materials & Supplie	Supplies	03/07/2018	179.37
BB&T	Programs Dues Subscr & Memb	Supplies	03/07/2018	50.00
BB&T	Programs Materials & Supplies	Supplies	03/07/2018	69.21
BB&T	Plan Adm Materials & Supplies	PA & CEA supplies	03/14/2018	259.95
BB&T	JGC Maintenanc Materials & Sup	rm BB&T Credit Card 02-09-18 to 03-08-18	03/09/2018	225.84
BB&T	Maintenanc Materials & Supplie	Tennis Nets and Center Straps	03/09/2018	1,162.00
BB&T	Sheriff Materials & Supplies	Statement	03/09/2018	71.59
BB&T	Sheriff Materials & Supplies	Statement	03/09/2018	48.07
BB&T	Cnsrv Esmt Donation- Purch Svc	PA & CEA supplies	03/14/2018	356.00

**Clarke County
Invoice History Report
March 31, 2018**

			INVOICE	
VENDOR NAME	ACCOUNT DESC	FULL DESC	DATE	AMOUNT
BB&T	Maintenanc Materials & Supplie	rm BB&T Credit Card 02-09-18 to 03-08-18	03/09/2018	134.35
BB&T Total				6,509.46
Berryville Auto Part	Sheriff Purchased Services	Vehicle Repair - 1203	09/28/2016	145.00
Berryville Auto Part	Sheriff Purchased Services	Vehicle Repair - 1502	08/30/2017	185.00
Berryville Auto Part	Sheriff Purchased Services	Vehicle Repair - 1405	10/27/2017	24.00
Berryville Auto Part	Sheriff Purchased Services	Vehicle Repair - 1405	03/02/2018	298.00
Berryville Auto Part	Sheriff Purchased Services	Vehicle Repair - 0801	03/06/2018	45.00
Berryville Auto Part	Sheriff Purchased Services	CCSO - Vehicle Repair - 1501	03/12/2018	40.00
Berryville Auto Part	Sheriff Purchased Services	CCSO Vehicle Repair - 1601	03/14/2018	150.00
Berryville Auto Part	Sheriff Purchased Services	CCSO Vehicle Repair - 1303	03/14/2018	210.00
Berryville Auto Part	Sheriff Purchased Services	CCSO - Vehicle Repair 1503	03/16/2018	40.00
Berryville Auto Part	Sheriff Police Supplies	batteries	11/23/2016	9.00
Berryville Auto Part	Sheriff Police Supplies	battery	10/07/2017	3.99
Berryville Auto Part	Sheriff Police Supplies	Batteries	12/13/2017	3.98
Berryville Auto Part	Sheriff Police Supplies	511-Batteries	03/06/2018	12.00
Berryville Auto Part	Sheriff Police Supplies	HDMI	11/21/2017	32.00
Berryville Auto Part	Sheriff Vehicle Repair Parts	Vehicle Repair - 1402	09/27/2016	239.06
Berryville Auto Part	Sheriff Vehicle Repair Parts	Vehicle Repair - 1203	09/28/2016	126.15
Berryville Auto Part	Sheriff Vehicle Repair Parts	Cleaning Supplies for Cars	01/27/2017	6.95
Berryville Auto Part	Sheriff Vehicle Repair Parts	Vehicle Repair - 1502	08/30/2017	261.05
Berryville Auto Part	Sheriff Vehicle Repair Parts	Vehicle Repair - 1405	03/02/2018	317.74
Berryville Auto Part	Sheriff Vehicle Repair Parts	Vehicle Repair - 0801	03/06/2018	87.61
Berryville Auto Part	Sheriff Vehicle Repair Parts	CCSO - Vehicle Repair - 1501	03/12/2018	19.74
Berryville Auto Part	Sheriff Vehicle Repair Parts	CCSO - Battery	03/13/2018	92.39
Berryville Auto Part	Sheriff Vehicle Repair Parts	CCSO Vehicle Repair - 1601	03/14/2018	240.47
Berryville Auto Part	Sheriff Vehicle Repair Parts	CCSO Vehicle Repair - 1303	03/14/2018	444.62
Berryville Auto Part	Sheriff Vehicle Repair Parts	CCSO - Vehicle Repair 1503	03/16/2018	19.74
Berryville Auto Part	EMS Miscellaneous	Fire/EMS Directors car oil change/service	03/16/2018	40.82
Berryville Auto Part	Maintenanc Materials & Supplie	rm BAP Maint past due invoice snowscrapper 1/22/16	01/22/2016	8.53
Berryville Auto Part	Maintenanc Materials & Supplie	rm BAP Maint unpaid invoices oil	09/19/2017	2.26
Berryville Auto Part Total				3,105.10
Berryville True Valu	Maintenanc Materials & Supplie	rm BH Maint chain saw blade	03/15/2018	32.99
Berryville True Valu	Programs Materials & Supplies	Supplies	03/01/2018	26.97
Berryville True Valu	Maintenanc Materials & Supplie	rm BH 104 N. Church carbin cutter and grinder	03/08/2018	17.28
Berryville True Valu Total				77.24
Blatz, Joseph	BrdSepApp Board Member Fees	Attd @ BSA 3-9-18 mtg	03/13/2018	25.00
Blatz, Joseph Total				25.00
Blossman Gas, Inc.	Maintenanc Heating	rm Blossman 100 N. Church LP	02/16/2018	11.30
Blossman Gas, Inc.	Maintenanc Heating	rm Blossman ACO LP Gas	01/12/2018	739.33
Blossman Gas, Inc.	Maintenanc Heating	rm Blossman ACO LP Gas	01/26/2018	627.75
Blossman Gas, Inc.	Maintenanc Heating	rm Blossman ACO LP Gas	02/05/2018	389.24
Blossman Gas, Inc.	Maintenanc Heating	rm Blossman ACO LP Gas	02/23/2018	533.04
Blossman Gas, Inc.	Maintenanc Heating	rm Blossom ACO lp gas	03/09/2018	239.02
Blossman Gas, Inc.	Maintenanc Heating	rm Blossman ACO lp gas	03/09/2018	103.62
Blossman Gas, Inc. Total				2,643.30
Blue Sky Towers	Sheriff Leases & Rentals	Tower, Transmitter 03/01-04/01	03/01/2018	2,380.50
Blue Sky Towers Total				2,380.50
Bouffault, Robina	Plan Com Board Member Fees	Attd @ PC March mtgs	03/05/2018	100.00
Bouffault, Robina Total				100.00
Buckley, Randy	Plan Com Board Member Fees	Attd @ March PC mtgs	03/05/2018	100.00
Buckley, Randy Total				100.00
Caldwell, Anne	Plan Com Board Member Fees	Attd @ 2-27-18 mtg	03/05/2018	50.00
Caldwell, Anne Total				50.00
Capelli, Len	Econ Dev Purchased Services	Econ Dir Period 2 2018 Hours	03/07/2018	3,022.50
Capelli, Len Total				3,022.50
Carroll Construction	Park Trail Improvements	Park Trail Rehabilitation	02/23/2018	18,000.00
Carroll Construction Total				18,000.00
Chatman, Stacey	Programs Purchased Services	Contracted Employee	03/15/2018	294.84
Chatman, Stacey Total				294.84

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VENDOR NAME	ACCOUNT DESC	FULL DESC	DATE	AMOUNT
Chief Supply Corp	Sheriff Police Supplies	First Defense Aerosol	03/02/2018	69.63
Chief Supply Corp	Sheriff Police Supplies	waist chains	03/12/2018	46.56
Chief Supply Corp Total				116.19
Christal Hartley	Programs Refunds	Refund	03/19/2018	35.00
Christal Hartley Total				35.00
Clarke County Health	Programs Dues Subscr & Memb	Tb test	03/01/2018	13.66
Clarke County Health Total				13.66
Clarke County Rurita	Programs Advertising	Fair Book	03/05/2018	50.00
Clarke County Rurita Total				50.00
Clarke County Treasu	BoS Purchased Services	replenish petty cash	03/19/2018	23.00
Clarke County Treasu	County Adm Travel	replenish petty cash	03/19/2018	24.95
Clarke County Treasu	County Adm Dues Subscr & Memb	replenish petty cash	03/19/2018	105.00
Clarke County Treasu	Treasurer Postal Svcs	replenish petty cash	03/19/2018	7.25
Clarke County Treasu	Treasurer Materials & Supplies	replenish petty cash	03/19/2018	31.92
Clarke County Treasu	Electoral Postal Svcs	replenish petty cash	03/19/2018	107.15
Clarke County Treasu	Parks Adm Postal Svcs	replenish petty cash	03/19/2018	118.54
Clarke County Treasu Total				417.81
Comcast	IT Telecomm Online Tech	Clarke County Government	02/23/2018	174.33
Comcast	Sheriff Purchased Services	Comcast High-Speed Internet	03/19/2018	100.35
Comcast Total				274.68
Commercial Press	BoS Miscellaneous Expenditures	shirts-Taylor_Walburn	02/23/2018	64.55
Commercial Press	Treasurer Materials & Supplies	Envelopes - Treas. Office	02/16/2018	393.75
Commercial Press	Treasurer Materials & Supplies	Letterhead - Treas. Office	03/09/2018	116.01
Commercial Press	Electoral Printing & Binding	Envelopes	02/16/2018	98.75
Commercial Press	Registrar Materials & Supplies	Envelopes	02/16/2018	65.25
Commercial Press Total				738.31
ComputerPlus	IT Maint Contracts	IBM Hardware Support - 04/01-04/30	03/01/2018	127.00
ComputerPlus Total				127.00
CORE STATES GROUP	Zoning & Subdiv Permits & Fees		03/19/2018	50.00
CORE STATES GROUP Total				50.00
Costco	Programs Materials & Supplies	TV for programs	03/06/2018	279.98
Costco Total				279.98
County of Frederick	RefuseDisp Intergov Svc Agreem	refuse	03/02/2018	684.36
County of Frederick	RefuseDisp Intergov Svc Agreem	Refuse	03/02/2018	4.48
County of Frederick Total				688.84
Crystal Springs	Parks Adm Leases & Rentals	office water	03/05/2018	16.20
Crystal Springs Total				16.20
CW Warthen	Clk of CC Materials & Supplies	1 plain receipt book	03/05/2018	223.82
CW Warthen Total				223.82
DDL Business Sys	Parks Adm Maint Contracts	Contract 10240-13 Copier SN C7	02/25/2018	122.32
DDL Business Sys Total				122.32
Dehaven Berkeley	Comm Atty Materials & Supplies	Water bill 3/5/2018	03/05/2018	27.00
Dehaven Berkeley	Sheriff Mtls & Supplies Commun	Water	03/05/2018	27.05
Dehaven Berkeley	Sheriff Office Supplies	Water	03/05/2018	14.00
Dehaven Berkeley Total				68.05
DMV	Treasurer DMV Stop	Feb. 2018 DMV Stops	02/28/2018	550.00
DMV Total				550.00
Donald Riesgraf	Programs Refunds	Refund	03/07/2018	90.00
Donald Riesgraf Total				90.00
Downstream Project	Cnsrv Esmt Donation- Purch Svc	Domain name renewal	03/05/2018	25.00
Downstream Project Total				25.00
Emergency Medical	RSAF-EMS Intubation Equip	Laryngoscopes	02/28/2018	20,326.26
Emergency Medical	RSAF-EMS Intubation Equip	Laryngoscopes	03/01/2018	119.50
Emergency Medical Total				20,445.76
Evident Inc	Sheriff Police Supplies	Evidence Supplies	03/02/2018	744.90
Evident Inc Total				744.90
Fedex	Treasurer Postal Svcs	Planning & Treas. Office - Fed Ex	03/13/2018	14.71
Fedex	Plan Adm Postal Svcs	Planning & Treas. Office - Fed Ex	03/13/2018	17.56
Fedex Total				32.27

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VENDOR NAME	ACCOUNT DESC	FULL DESC	INVOICE DATE	AMOUNT
Frederick-Winchester	Sanitation Intergov Svc Agreem	February 2018	03/16/2018	2,616.49
Frederick-Winchester Total				2,616.49
Galls/Best Uniforms	Sheriff Uniform Sworn Staff	Long Sleeved Shirts - Mowery	03/01/2018	102.26
Galls/Best Uniforms	Sheriff Uniform Sworn Staff	shirts - hough	03/01/2018	60.00
Galls/Best Uniforms	Sheriff Uniform Sworn Staff	Uniform Jacket - Herron	03/01/2018	125.99
Galls/Best Uniforms Total				288.25
Gardner, Shelly	VictimWit Travel Local Mileage	Reimburse mileage to 3/1/18 VA DOC training	03/06/2018	26.27
Gardner, Shelly Total				26.27
Glock Professional,	Sheriff Travel	Armor Course - J Herron	03/19/2018	250.00
Glock Professional, Total				250.00
Glover, Robert P.	Plan Com Board Member Fees	Attd@ PC March mtgs	03/05/2018	100.00
Glover, Robert P. Total				100.00
Gray, Ginger	Programs Purchased Services	Contracted Employee	03/01/2018	182.00
Gray, Ginger	Programs Purchased Services	Contracted Employee	03/15/2018	309.40
Gray, Ginger Total				491.40
Greatscapes	Maintenanc Maint Contracts	rm Great Scapes county compound fertilize	03/12/2018	225.00
Greatscapes Total				225.00
Grubb, Kristen	Programs Purchased Services	contracted	03/15/2018	241.15
Grubb, Kristen Total				241.15
Hall, Monahan	Legal Svc Purchased Svcs	Plan Admin, BoS, Code Change, FOIA	03/01/2018	1,610.00
Hall, Monahan	Plan Adm Purchased Services	Plan Admin, BoS, Code Change, FOIA	03/01/2018	2,902.50
Hall, Monahan	Cnsrv Esmt Donation- Purch Svc	Title Exam for N Dillion	03/13/2018	170.00
Hall, Monahan Total				4,682.50
Hurt&Proffitt	Citizens Conv Ctr Eng & Archit	Conv center Bidding & CA - Const Phase Assist.	02/28/2018	793.00
Hurt&Proffitt Total				793.00
John H Enders Fire	Enders Volunteer Fire Co Contr	FY 18 Qtr 3 (Jan-Mar) Civic Contribution	03/02/2018	18,750.00
John H Enders Fire Total				18,750.00
Kalbiam, Maral	Plan Adm Pass Thru Eng Fees	Services for the PC Feb 2018	03/12/2018	1,100.00
Kalbiam, Maral Total				1,100.00
Kennedy, Jacob	Sheriff Vehicle Repair Parts	Car Battery	02/18/2018	202.17
Kennedy, Jacob Total				202.17
KNS Technologies	Econ Dev Maint Svc Contracts	Website Maintenance February	03/01/2018	150.00
KNS Technologies Total				150.00
Kristi Thiel	Programs Refunds	Refund	03/06/2018	66.00
Kristi Thiel Total				66.00
Kruhm, Douglas	Plan Com Board Member Fees	Attd @ March 2018 PC mtgs	03/05/2018	100.00
Kruhm, Douglas Total				100.00
Kustom Signals Inc	Sheriff Purchased Services	PL3 Recertification	03/19/2018	796.00
Kustom Signals Inc Total				796.00
Language Line Servc	Sheriff Purchased Services	Interpretation	02/28/2018	133.05
Language Line Servc Total				133.05
Lee, Frank	Plan Com Board Member Fees	Attd @ March PC mtgs	03/05/2018	100.00
Lee, Frank Total				100.00
LexisNexis	Sheriff Purchased Services	February 2018 Commitment	02/28/2018	50.00
LexisNexis Total				50.00
Malone, Gwendolyn	Plan Com Board Member Fees	Attd @ PC March mtgs	03/05/2018	100.00
Malone, Gwendolyn Total				100.00
Mansfield Oil Co	Sheriff Vehicle Fuel	Fuel for 2/16/2018 - 2/28/2018	03/06/2018	1,496.10
Mansfield Oil Co	Sheriff Vehicle Fuel	Fuel for 3/1/18 - 3/15/2018	03/19/2018	1,972.56
Mansfield Oil Co Total				3,468.66
Marconi, Gloria	Cnsrv Esmt Donation- Purch Svc	CEA Services	03/07/2018	450.00
Marconi, Gloria Total				450.00
Marple, Beth	VictimWit Travel Local Mileage	Reimburse mileage 3/1/18 VA DOC training	03/06/2018	26.27
Marple, Beth Total				26.27
Matsch Systems	IT Purchased Services	Clarke Net Phacs Call April 2018	03/01/2018	200.00
Matsch Systems Total				200.00
McKay, Beverly	BrdSepApp Board Member Fees	Attd # BSA 03-09-2018 mtg	03/14/2018	25.00
McKay, Beverly Total				25.00
Montgomery, Christel	Programs Purchased Services	Contracted Employee	03/20/2018	2,159.06

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VENDOR NAME	ACCOUNT DESC	FULL DESC	INVOICE DATE	AMOUNT
Montgomery, Christel Total				2,159.06
Motorola Solutions	Sheriff Purchased Services	Reinstalled repaired unit in vehicle	01/29/2018	90.00
Motorola Solutions	Sheriff Police Supplies	Reinstalled repaired unit in vehicle	01/29/2018	410.47
Motorola Solutions Total				500.47
Nelson, Clifford M	Plan Com Board Member Fees	Attd @ PC March mtgs	03/05/2018	100.00
Nelson, Clifford M Total				100.00
Northern Virginia Da	Treasurer Advertising	Treasurer classified	02/28/2018	246.99
Northern Virginia Da Total				246.99
Office Depot	Com of Rev Materials & Supplie	TN330 Cartridge	02/21/2018	40.62
Office Depot	JAS Inventory -Mtls & Supplies	Supplies for Central Store	03/07/2018	54.64
Office Depot Total				95.26
Ohrstrom, George II	Plan Com Board Member Fees	Attd @ PC March mtgs	03/05/2018	100.00
Ohrstrom, George II	BrdSepApp Board Member Fees	Attd @ BSA 3-9-18 mtg	03/13/2018	25.00
Ohrstrom, George II Total				125.00
Pitney Bowes	IT Maint Contracts	Acct 0016575109 Treas mail mac	03/01/2018	822.51
Pitney Bowes	District C Postal Svcs	Leasing charges	03/01/2018	150.00
Pitney Bowes	Sheriff Postal Svcs	meter rental	03/12/2018	82.47
Pitney Bowes Total				1,054.98
Premier Accounts Rec	EMS Purchased Services	Premier Accts Rec Mang Billing Invoice Feb 2018	03/05/2018	1,795.20
Premier Accounts Rec Total				1,795.20
Rappahannock Electri	JGC Maintenanc Electric	rm REC County Electric Bill	03/08/2018	2,575.80
Rappahannock Electri	Maintenanc Electric	rm REC County Electric Bill	03/08/2018	731.37
Rappahannock Electri	Maintenanc Electric	rm REC County Electric Bill	03/08/2018	2,391.63
Rappahannock Electri	Maintenanc Electric	rm REC County Electric Bill	03/08/2018	867.13
Rappahannock Electri	Maintenanc Electric	rm REC County Electric Bill	03/08/2018	467.36
Rappahannock Electri	Maintenanc Electric	rm REC County Electric Bill	03/08/2018	84.57
Rappahannock Electri	Maintenanc Electric	rm REC County Electric Bill	03/08/2018	2,107.59
Rappahannock Electri	Maintenanc Electric	rm REC County Electric Bill	03/08/2018	292.13
Rappahannock Electri	Maintenanc Electric	rm REC County Electric Bill	03/08/2018	134.87
Rappahannock Electri	Maintenanc Electric	rm REC County Electric Bill	03/08/2018	24.42
Rappahannock Electri	Maintenanc Electric	rm REC County Electric Bill	03/08/2018	43.97
Rappahannock Electri	Maint Kohn Prop-Elec Svcs	rm REC County Electric Bill	03/08/2018	21.00
Rappahannock Electri	Maintenanc Electric	rm REC County Electric Bill	03/08/2018	660.60
Rappahannock Electri	Maintenanc Electric	rm REC County Electric Bill	03/08/2018	199.22
Rappahannock Electri	Maintenanc Electric	rm REC County Electric Bill	03/08/2018	1,532.34
Rappahannock Electri Total				12,134.00
Republic Services	LitterCtrl Purchased Services	Acct 3-0976-0015268 Gov't Dump	02/28/2018	60.00
Republic Services	LitterCtrl Purchased Services	Acct 3-0976-4784245 Litter Bin	02/28/2018	110.00
Republic Services	Maintenanc Maint Contracts	Acct 3-0976-0015268 Gov't Dump	02/28/2018	526.32
Republic Services	JGC Maint Contracts	Acct 3-0976-0015268 Gov't Dump	02/28/2018	60.79
Republic Services	Maintenanc Maint Contracts	Acct 3-0976-0015268 Gov't Dump	02/28/2018	36.17
Republic Services Total				793.28
Ricoh Usa	County Adm Maint Contracts	#3981298 Admin shared copier #	02/28/2018	637.54
Ricoh Usa	Com of Rev Maint Contracts	Contract 2443767 COTR/Treas co	02/09/2018	48.73
Ricoh Usa	Treasurer Maint Contracts	Contract 2443767 COTR/Treas co	02/09/2018	48.72
Ricoh Usa	Registrar Maint Contracts	#3981298 Admin shared copier #	02/28/2018	301.99
Ricoh Usa	Sheriff Maint Contracts	MPC3004EX Copier Maintenance;	03/01/2018	73.69
Ricoh Usa	Bldg Insp Maint Contracts	Contract 3328573 Building Dept	02/11/2018	122.71
Ricoh Usa	AnimalCtrl Maint Svc Contracts	MP402SPF, C91136454 Copier Mai	03/01/2018	9.98
Ricoh Usa	AnimalCtrl Noncap Office Equip	New Copier MP402SPF	12/07/2017	1,594.00
Ricoh Usa	Plan Adm Maint Contracts	#3981298 Admin shared copier #	02/28/2018	738.20
Ricoh Usa	IT Maint Contracts	Contract 2443765 Purchasing co	02/11/2018	76.52
Ricoh Usa Total				3,652.08
Roper, Tony	Sheriff Travel	VSI Meeting in Richmond	03/12/2018	185.92
Roper, Tony Total				185.92
Royston, Jamie	Bldg Insp Dues Subscr & Memb	reimburse for VBCOA 2018 membership dues	03/08/2018	15.00
Royston, Jamie Total				15.00
Schenk Foods Compan	Programs Materials & Supplies	Food Afterschool food	03/13/2018	151.92
Schenk Foods Compan Total				151.92

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Shentel	IT Telecomm Online Tech	Government Shentel Dark Fiber	03/01/2018	1,980.00
Shentel	IT Leases & Rentals	Government Shentel Dark Fiber	03/01/2018	690.00
Shentel Total				2,670.00
Sherry Clem	Programs Refunds	Refund	03/06/2018	40.00
Sherry Clem Total				40.00
Shred-It	Com of Rev Purchased Services	shredding on site	03/05/2018	23.59
Shred-It	Treasurer Purchased Services	Shred Services - Treas Office	02/22/2018	23.59
Shred-It Total				47.18
Sponsors Flower S	BoS Miscellaneous Expenditures	Dish Garden_Drummonds-	02/28/2018	56.00
Sponsors Flower S	BoS Miscellaneous Expenditures	flowers-Roper	02/28/2018	87.50
Sponsors Flower S Total				143.50
Supply Room, The	District C Materials & Supplie	lysol wipes	03/06/2018	4.46
Supply Room, The	District C Materials & Supplie	Lysol wipes	03/07/2018	4.75
Supply Room, The	JAS Inventory -Mtls & Supplies	Supplies for Central Store	03/07/2018	281.69
Supply Room, The Total				290.90
Tire World	Sheriff Vehicle Repair Parts	Tires - 1405	03/02/2018	508.72
Tire World Total				508.72
Treasurer Of Virgini	Exam&Bury Purchased Services	medical exam	03/16/2018	20.00
Treasurer Of Virgini	Programs Dues Subscr & Memb	Annual Fee	02/27/2018	105.00
Treasurer Of Virgini	VictimWit Travel	Reg. Fee Shelly Gardner: Intersections of Violence	03/12/2018	125.00
Treasurer Of Virgini Total				250.00
TrueShred	Registrar Purchased Services	Shredding Service	03/09/2018	42.00
TrueShred Total				42.00
US Postmaster	Clk of CC Postal Svcs	6 rolls stamps	03/08/2018	300.00
US Postmaster Total				300.00
USDA Rural Develop	RDA JGC Principal	March 2018 Debt Svc Pymt- Joint Gov Center	03/16/2018	8,220.73
USDA Rural Develop	RDA JGC Interest	March 2018 Debt Svc Pymt- Joint Gov Center	03/16/2018	12,754.27
USDA Rural Develop Total				20,975.00
Valley Health	EMS Materials & Supplies	WMC Supply Invoice Feb 2018	03/09/2018	854.61
Valley Health Total				854.61
Verizon	County Adm Telephone	phone bill	02/26/2018	12.00
Verizon	Com of Rev Telephone	phone bill	02/26/2018	8.00
Verizon	Treasurer Telephone	phone bill	02/26/2018	4.00
Verizon	IT Telephone	phone bill	02/26/2018	208.60
Verizon	Registrar Telephone	phone bill	02/26/2018	4.00
Verizon	District C Telephone	phone bill	02/26/2018	58.11
Verizon	J&D Court Telephone	phone bill	02/26/2018	55.25
Verizon	Clk of CC Telephone	phone bill	02/26/2018	85.31
Verizon	Comm Atty Telephone	phone bill	02/26/2018	16.00
Verizon	Sheriff Telephone	Central Alarm	03/01/2018	1,014.79
Verizon	Sheriff Telephone	phone bill	02/26/2018	252.69
Verizon	Sheriff Telephone	Verizon Radio Tower	03/01/2018	43.61
Verizon	EMS Telephone	phone bill	02/26/2018	46.25
Verizon	Probation Telephone	phone bill	02/26/2018	4.00
Verizon	Bldg Insp Telephone	phone bill	02/26/2018	8.00
Verizon	AnimalCtrl Telephone	phone bill	02/26/2018	40.96
Verizon	Maintenanc Telephone	phone bill	02/26/2018	40.96
Verizon	Parks Adm Telephone	phone bill	02/26/2018	65.25
Verizon	Plan Adm Telephone	phone bill	02/26/2018	20.00
Verizon	Coop Ext Telephone	phone bill	02/26/2018	4.00
Verizon	Finance Telephone	phone bill	02/26/2018	114.06
Verizon Total				2,105.84
Virginia Regional Tr	Virginia Regional Transit Cont	FY 18 Civic Contribution Qtrs 2 & 3	03/07/2018	9,651.00
Virginia Regional Tr Total				9,651.00
VITA	BoS Telephone	Bill date 01/31/18	01/31/2018	0.78
VITA	BoS Telephone	Phone charges	02/28/2018	2.26
VITA	County Adm Telephone	Bill date 01/31/18	01/31/2018	1.10
VITA	County Adm Telephone	Phone charges	02/28/2018	3.03
VITA	Com of Rev Telephone	Bill date 01/31/18	01/31/2018	2.75

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VENDOR NAME	ACCOUNT DESC	FULL DESC	DATE	AMOUNT
VITA	Com of Rev Telephone	Phone charges	02/28/2018	2.39
VITA	Treasurer Telephone	Charges Treasurers phone	03/01/2018	6.12
VITA	Treasurer Telephone	Bill date 01/31/18	01/31/2018	3.83
VITA	Treasurer Telephone	Phone charges	02/28/2018	3.80
VITA	IT Telephone	Bill date 01/31/18	01/31/2018	654.84
VITA	IT Telephone	Phone charges	02/28/2018	999.50
VITA	Registrar Telephone	Bill date 01/31/18	01/31/2018	5.02
VITA	Registrar Telephone	Phone charges	02/28/2018	5.57
VITA	District C Telephone	Bill date 01/31/18	01/31/2018	111.25
VITA	District C Telephone	Phone charges	02/28/2018	110.77
VITA	J&D Court Telephone	Bill date 01/31/18	01/31/2018	1.30
VITA	J&D Court Telephone	Phone charges	02/28/2018	3.46
VITA	Clk of CC Telephone	Bill date 01/31/18	01/31/2018	3.08
VITA	Clk of CC Telephone	Phone charges	02/28/2018	3.84
VITA	Comm Atty Telephone	Bill date 01/31/18	01/31/2018	7.14
VITA	Comm Atty Telephone	Phone charges	02/28/2018	14.17
VITA	Sheriff Telephone	Bill date 01/31/18	01/31/2018	839.89
VITA	Sheriff Telephone	Phone charges	02/28/2018	865.42
VITA	EMS Telephone	Bill date 01/31/18	01/31/2018	1.36
VITA	EMS Telephone	Phone charges	02/28/2018	0.10
VITA	Bldg Insp Telephone	Bill date 01/31/18	01/31/2018	4.16
VITA	Bldg Insp Telephone	Phone charges	02/28/2018	3.90
VITA	AnimalCtrl Telephone	Bill date 01/31/18	01/31/2018	1.63
VITA	AnimalCtrl Telephone	Phone charges	02/28/2018	1.97
VITA	Maintenanc Telephone	Bill date 01/31/18	01/31/2018	0.78
VITA	Maintenanc Telephone	Phone charges	02/28/2018	1.36
VITA	Parks Adm Telephone	Bill date 01/31/18	01/31/2018	3.49
VITA	Parks Adm Telephone	Phone charges	02/28/2018	8.82
VITA	Plan Adm Telephone	Bill date 01/31/18	01/31/2018	11.16
VITA	Plan Adm Telephone	Phone charges	02/28/2018	12.22
VITA	Coop Ext Telephone	Bill date 01/31/18	01/31/2018	9.09
VITA	Coop Ext Telephone	Phone charges	02/28/2018	5.41
VITA	Finance Telephone	Bill date 01/31/18	01/31/2018	0.71
VITA	Finance Telephone	Phone charges	02/28/2018	2.56
VITA	Maintenanc Telephone	Bill date 01/31/18	01/31/2018	381.57
VITA	Maintenanc Telephone	Phone charges	02/28/2018	444.80
VITA Total				4,546.40
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	03/01/2018	307.18
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	03/02/2018	144.21
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	03/05/2018	1,192.04
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	03/06/2018	160.73
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	03/07/2018	569.20
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	03/09/2018	298.10
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	03/12/2018	513.14
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	03/13/2018	330.91
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	03/14/2018	503.67
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	03/15/2018	534.75
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	03/16/2018	55.50
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	03/19/2018	323.00
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	03/20/2018	68.26
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	03/21/2018	18.69
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	03/22/2018	13.02
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	03/23/2018	130.62
Wage Works Total				5,163.02
Walmart	Rec Center Materials & Supplie	Supplies	02/28/2018	68.98
Walmart	Rec Center Merch for Resale	Supplies	02/28/2018	180.85
Walmart	Programs Materials & Supplies	Supplies	02/28/2018	299.80
Walmart Total				549.63
Washington Redskins	Programs Merch for Resale	Washington Redskin Tickets	03/08/2018	4,821.00

**Clarke County
Invoice History Report
March 31, 2018**

VENDOR NAME	ACCOUNT DESC	FULL DESC	INVOICE DATE	AMOUNT
Washington Redskins Total				4,821.00
Winchester Star	BoS Advertising	PH18-02 CC2018-02; Trea Dep Clk 1	02/28/2018	328.90
Winchester Star	Treasurer Advertising	PH18-02 CC2018-02; Trea Dep Clk 1	02/28/2018	120.00
Winchester Star	Parks Adm Advertising	Employment Ad	03/01/2018	417.00
Winchester Star Total				865.90
Grand Total				178,131.41

Clarke Co. **Reconciliation of Appropriations** Year Ending June 30, 2018

02-Apr-18

Date	Total	General Fund	Soc Svcs Fund	CSA Fund	Sch Oper Fund	Food Serv Fund	GG Cap Fund	School Cap Fund	GG Debt Fund	School Debt Fund	Joint Fund	Conservation Easements	Unemploy. Fund
04/18/17 Appropriations Resolution: Total	41,325,521	10,174,186	1,613,733	478,689	22,535,741	832,408	947,589	842,000	251,700	2,972,014	619,461	45,000	13,000
<i>Adjustments:</i>													
6/20/2017 Commission on the Arts		-1,000											
7/18/2017 Fairfield Conservation Easement												80,000	
8/15/2017 VFD Worker's Compensation		23,995											
8/15/2017 VFD Accident and Sickness		12,445											
8/15/2017 EMS Equipment							5,264						
9/19/2017 Blue Ridge Hospice Donation		1,389											
10/10/2017 Broadband Implementation Committee		1,386											
10/10/2017 Stabilization of Historic Structures Program		6,866											
11/9/2017 Social Services Vehicles			38,000										
12/19/2018 School Carryover								682,253					
12/19/2017 Past LODA Liability (Sheriff)		28,200											
2/20/2018 Conservation Easement - Dillon												22,500	
2/20/2018 Fire and EMS Grant - Intubation							27,241						
3/20/2018 Park Trail		-10,500					10,500						
Revised Appropriation	42,254,060	10,236,967	1,651,733	478,689	22,535,741	832,408	990,594	1,524,253	251,700	2,972,014	619,461	147,500	13,000
Change to Appropriation	928,539	62,781	38,000	0	0	0	43,005	682,253	0	0	0	102,500	0
Original Revenue Estimate	15,930,212	3,143,234	1,072,068	239,688	10,086,137	832,408	147,792	154,000		222,885	2,000	30,000	0
<i>Adjustments:</i>													
6/20/2017 Commission on the Arts		-500											
7/18/2017 Fairfield Conservation Easement (VDACS)												40,000	
7/18/2017 Fairfield Conservation Easement (CE FB)												40,000	
8/15/2017 RSAF Grant for EMS Equipment							-21,232						
9/19/2017 Blue Ridge Hospice Donation		1,389											
10/10/2017 Stabilization of Historic Structures Program -State		5,366											
2/20/2018 Conservation Easement - Dillon (VDACS)												11,250	
2/20/2018 Conservation Easement - Dillon (CE FB)												11,250	
2/20/2018 Fire and EMS Grant - Intubation - RSAF							13,595						
2/20/2018 Fire and EMS Grant - Intubation - VFDs							13,646						
Revised Revenue Estimate	16,044,976	3,149,489	1,072,068	239,688	10,086,137	832,408	153,801	154,000	0	222,885	2,000	132,500	0
Change to Revenue Estimate	114,764	6,255	0	0	0	0	6,009	0	0	0	0	102,500	0
Original Local Tax Funding	25,395,309	7,030,952	541,665	239,001	12,449,604	0	799,797	688,000	251,700	2,749,129	617,461	15,000	13,000
Revised Local Tax Funding	26,209,084	7,087,478	579,665	239,001	12,449,604	0	836,793	1,370,253	251,700	2,749,129	617,461	15,000	13,000
Change to Local Tax Funding	813,775	56,526	38,000	0	0	0	36,996	682,253	0	0	0	0	0

Italics = Proposed actions

Title: General Fund Balance FY 18
 Source: Clarke County Joint Administrative Services

04/02/18

<u>Prior Titles</u>	<u>Prior</u>	<u>Current</u>
General Fund Balance Year End 16/17	14,480,729	14,480,729
Expenditure 16/17	(31,043,062)	(31,043,062)
Revenue 16/17	28,153,952	28,153,952
General Fund Balance Year End FY 16/17	11,591,619	11,591,619
<u>Designations</u>		
Liquidity Designation @ 12% of FY 17/18 Budgeted Operating Revenue	(\$3,430,717)	(\$3,430,717)
Stabilization Designation @ 3% of FY 17/18 Budgeted Operating Revenue	(857,679)	(857,679)
Continuing Local GF Appropriations for Capital Projects	(4,411,471)	(4,411,471)
Conservation Easements from Government Savings	(150,000)	(150,000)
School Operating Transfer	-	-
Comprehensive Services Act Shortfall	(300,000)	(300,000)
Parks Master Plan	(100,000)	(100,000)
Emergency Vehicles	(50,000)	(50,000)
Government Savings (GenGov, JAS, DSS)*	(370,864)	(370,864)
Data and Communications Technology	(150,000)	(150,000)
Leave Liability	(100,000)	(100,000)
Community Facilities	(300,000)	(300,000)
Economic Development	(100,000)	(100,000)
FY 17/18 Original Budget Surplus (Deficit)	50,762	50,762
TOTAL Designations	(10,269,969)	(10,269,969)
FY 17/18 Supplemental Expenditure	(901,298)	(901,298)
FY 17/18 Supplemental Revenue	87,523	87,523
Undesignated With FY 18 Supplementals	507,875	507,875



04/02/2018 11:06
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Clarke County
YEAR-TO-DATE BUDGET REPORT

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FOR 2018 09

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
94110 HVAC System Replacement	10,000	18,500	28,500	.00	.00	28,500.00	.0%
94120 Roofing	10,000	111,440	121,440	.00	.00	121,440.00	.0%
94130 Painting and Flooring	10,000	6,693	16,693	3,693.00	.00	13,000.00	22.1%
94140 Landscaping	10,000	15,375	25,375	.00	.00	25,375.00	.0%
94150 Asphalt, Sidewalk, Path	10,000	10,586	20,586	150.00	.00	20,436.00	.7%
94180 Courthouse Complex Repairs	0	66,373	66,373	.00	.00	66,373.00	.0%
94320 Auto Replacement	30,000	4,545	34,545	.00	28,447.96	6,097.04	82.4%
94326 Fire/EMS Vehicle	110,000	5,264	115,264	99,420.93	767.95	15,075.12	86.9%
94328 RSAFE-EMS Intubation Equip	0	27,241	27,241	20,445.76	3,618.20	3,177.04	88.3%
94331 Sheriff's Vehicles	50,000	1,150	51,150	49,465.10	.00	1,684.90	96.7%
94409 Citizen's Convenience Center	97,400	731,375	828,775	44,137.75	61,565.20	723,072.05	12.8%
94506 Greenway Court Preservation	0	2,254	2,254	2,253.00	.00	1.00	100.0%
94601 Technology Improvements	40,000	101,087	141,087	56,455.13	.00	84,631.87	40.0%
94602 Systems Integration	0	141,574	141,574	96,587.62	13,193.75	31,792.63	77.5%
94603 Mobile Radio System	376,746	44,829	421,575	.00	.00	421,575.00	.0%
94607 E-Ticket Software	0	7,800	7,800	.00	.00	7,800.00	.0%
94608 PSAP Call Handling Equipment	92,792	0	92,792	.00	86,809.55	5,982.45	93.6%
94609 RSAFE Card Set Replacement	15,000	0	15,000	.00	.00	15,000.00	.0%
94702 Swimming Pool	0	53,378	53,378	.00	.00	53,378.00	.0%
94703 Park Fencing	40,000	31,036	71,036	.00	.00	71,036.00	.0%
94706 Park Sitework and Parking	30,000	35,500	65,500	18,000.00	45,902.00	1,598.00	97.6%
94707 Recreation Center Addition	15,651	-14,431	1,220	.00	.00	1,220.00	.0%
94708 Park-Kohn Prpty Master Plan	0	20,000	20,000	.00	20,000.00	.00	100.0%
94709 New Park Shelter	0	61,964	61,964	.00	23,770.00	38,194.00	38.4%
94710 Park Trash Cans	0	14,431	14,431	.00	.00	14,431.00	.0%
GRAND TOTAL	947,589	1,497,964	2,445,553	390,608.29	284,074.61	1,770,870.10	27.6%

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

**Clarke County
YTD Budget Report
March 31, 2018**

FUNCTION	ORG	OBJ	PROJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	% USED
11010	10000010	1300		BoS Part Time Salaries	13,800	13,800	10,350.00	1,150.00	3,450.00	0.00	100.00
11010	10000010	2100		BoS FICA	963	963	729.82	81.46	245.62	-12.44	101.30
11010	10000010	2300		BoS Health Ins	13,672	13,672	10,253.88	1,139.32	4,150.94	-732.82	105.40
11010	10000010	3000		BoS Purchased Services	2,000	2,000	1,443.00	23.00	0.00	557.00	72.20
11010	10000010	3600		BoS Advertising	5,600	5,600	1,489.13	328.90	1,864.05	2,246.82	59.90
11010	10000010	5210		BoS Postal Services	500	500	203.55	0.00	0.00	296.45	40.70
11010	10000010	5230		BoS Telephone	30	30	18.56	3.04	0.00	11.44	61.90
11010	10000010	5300		BoS Insurance	7,200	7,200	7,491.00	0.00	0.00	-291.00	104.00
11010	10000010	5500		BoS Travel	5,000	5,000	1,170.88	0.00	0.00	3,829.12	23.40
11010	10000010	5800		BoS Miscellaneous Expenditures	2,200	2,200	2,883.95	208.05	0.00	-683.95	131.10
11010	10000010	5810		BoS Dues, Subscrip & Member	5,500	5,500	4,686.35	120.00	0.00	813.65	85.20
11010	10000010	6000		BoS Materials & Supplies	800	800	709.76	0.00	0.00	90.24	88.70
11010 Total	Board of Supervisors				57,265	57,265	41,429.88	3,053.77	9,710.61	6,124.51	89.30
12110	10000020	1100		County Adm Salaries	240,300	283,085	207,724.94	23,275.01	69,825.19	5,534.87	98.00
12110	10000020	2100		County Adm FICA	16,077	17,176	14,713.89	1,722.83	4,933.05	-2,470.94	114.40
12110	10000020	2210		County Adm VRS Plans 1&2	20,401	20,401	15,301.08	1,700.12	5,100.37	-0.45	100.00
12110	10000020	2220		County Adm VRS Hybrid	0	3,311	2,483.37	275.93	827.78	-0.15	100.00
12110	10000020	2300		County Adm Health Ins	24,559	35,447	24,896.82	2,616.26	8,246.91	2,303.27	93.50
12110	10000020	2400		County Adm Life Insurance	3,149	3,659	2,744.19	304.91	914.71	0.10	100.00
12110	10000020	2510		County Adm Disab Ins - Hybrid	0	231	172.62	19.18	57.53	0.85	99.60
12110	10000020	2700		County Adm Workers Comp	250	250	194.00	0.00	0.00	56.00	77.60
12110	10000020	2800		County Adm Annual Leave Payout	0	0	401.25	0.00	0.00	-401.25	100.00
12110	10000020	3000		County Adm Purchased Svcs	1,000	1,000	1,204.00	0.00	0.00	-204.00	120.40
12110	10000020	3150		County Adm Legal Svcs	0	0	805.00	0.00	0.00	-805.00	100.00
12110	10000020	3320		County Adm Maint Contracts	1,300	1,300	1,409.73	637.54	109.27	-219.00	116.80
12110	10000020	3500		County Adm Printing & Binding	1,000	1,000	300.31	0.00	0.00	699.69	30.00
12110	10000020	5210		County Adm Postal Svcs	100	100	0.46	0.00	0.00	99.54	0.50
12110	10000020	5230		County Adm Telephone	1,000	1,000	460.74	58.23	263.65	275.61	72.40
12110	10000020	5500		County Adm Travel	500	500	975.79	24.95	0.00	-475.79	195.20
12110	10000020	5810		County Adm Dues Subscr & Memb	1,500	1,500	697.80	105.00	0.00	802.20	46.50
12110	10000020	6000		County Adm Materials & Supplies	1,000	1,000	952.76	0.00	0.00	47.24	95.30
12110	10000020	6008		County Adm Vehicle Fuel	1,000	1,000	641.73	0.00	0.00	358.27	64.20
12110 Total	County Administrator				313,136	371,960	276,080.48	30,739.96	90,278.46	5,601.06	98.49
12210	10000030	3000		Legal Svc Purchased Svcs	35,000	35,000	16,792.50	1,610.00	0.00	18,207.50	48.00
12210	10000030	6000		Legal Svc Materials & Supplies	0	0	233.20	0.00	0.00	-233.20	100.00
12210 Total	Legal Services				35,000	35,000	17,025.70	1,610.00	0.00	17,974.30	48.64
12310	10000040	1100		Com of Rev Salaries	149,759	149,759	114,274.88	12,309.58	38,230.26	-2,746.14	101.80
12310	10000040	1200		Com of Rev Overtime	0	0	620.55	0.00	0.00	-620.55	100.00
12310	10000040	1300		Com of Rev Part Time Salaries	0	0	34.53	0.00	0.00	-34.53	100.00
12310	10000040	2100		Com of Rev FICA	10,445	10,445	9,324.47	866.58	2,583.88	-1,463.35	114.00
12310	10000040	2210		Com of Rev VRS Plans 1&2	12,715	12,715	8,569.61	797.46	2,392.38	1,753.01	86.20
12310	10000040	2220		Com of Rev VRS Hybrid	0	0	495.26	247.63	742.88	-1,238.14	100.00
12310	10000040	2300		Com of Rev Health Ins	21,754	21,754	15,181.03	1,243.16	3,890.10	2,682.87	87.70
12310	10000040	2400		Com of Rev Life Insurance	1,962	1,962	1,475.89	161.26	483.77	2.34	99.90
12310	10000040	2510		Com of Rev Disab Ins - Hybrid	0	0	34.42	17.21	51.63	-86.05	100.00
12310	10000040	2700		Com of Rev Workers Comp	160	160	122.00	0.00	0.00	38.00	76.30
12310	10000040	2800		Com of Rev Leave Payouts	0	0	15,971.40	0.00	0.00	-15,971.40	100.00
12310	10000040	3000		Com of Rev Purchased Services	0	0	2,358.85	23.59	0.00	-2,358.85	100.00
12310	10000040	3320		Com of Rev Maint Contracts	300	300	171.19	48.73	128.81	0.00	100.00
12310	10000040	3500		Com of Rev Printing & Binding	300	300	0.00	0.00	0.00	300.00	0.00
12310	10000040	3600		Com of Rev Advertising	100	100	0.00	0.00	0.00	100.00	0.00
12310	10000040	4100		Com of Rev Data Processing	1,900	1,900	2,157.79	0.00	0.00	-257.79	113.60
12310	10000040	5210		Com of Rev Postal Svcs	2,200	2,200	1,396.29	0.00	0.00	803.71	63.50
12310	10000040	5230		Com of Rev Telephone	200	200	91.18	13.14	0.00	108.82	45.60
12310	10000040	5500		Com of Rev Travel	1,500	1,500	1,968.99	0.00	0.00	-468.99	131.30
12310	10000040	5510		Com of Rev Local Mileage	500	500	87.74	0.00	0.00	412.26	17.50
12310	10000040	5810		Com of Rev Dues Subscr & Memb	800	800	927.50	0.00	0.00	-127.50	115.90
12310	10000040	6000		Com of Rev Materials & Supplie	1,000	1,000	471.49	40.62	81.24	447.27	55.30
12310	10000040	8200		Com of Rev Capital Outlay Adds	0	0	1,096.00	1,096.00	0.00	-1,096.00	100.00
12310 Total	Commissioner of Revenue				205,595	205,595	176,831.06	16,864.96	48,584.95	-19,821.01	109.64
12320	10000050	3320		Assessor Maint Contracts	3,500	3,500	4,500.00	0.00	0.00	-1,000.00	128.60
12320 Total	Assessor				3,500	3,500	4,500.00	0.00	0.00	-1,000.00	128.57
12410	10000070	1100		Treasurer Salaries	182,404	182,404	135,652.25	15,156.94	45,470.85	1,280.90	99.30
12410	10000070	2100		Treasurer FICA	13,747	13,747	10,030.31	1,061.22	3,444.84	271.85	98.00
12410	10000070	2210		Treasurer VRS Plans 1&2	12,616	12,616	8,796.65	813.97	2,441.93	1,377.42	89.10
12410	10000070	2220		Treasurer VRS Hybrid	2,701	2,701	2,387.81	472.85	1,376.25	-1,063.06	139.40
12410	10000070	2300		Treasurer Health Ins	13,672	13,672	14,443.58	2,046.60	5,230.87	-6,002.45	143.90
12410	10000070	2400		Treasurer Life Insurance	2,390	2,390	1,802.94	198.56	595.68	-8.62	100.40
12410	10000070	2510		Treasurer Disab Ins - Hybrid	199	199	165.90	32.86	98.58	-65.48	132.90
12410	10000070	2700		Treasurer Workers Comp	200	200	148.00	0.00	0.00	52.00	74.00
12410	10000070	2800		Treasurer Leave Pay	0	0	2,007.61	0.00	0.00	-2,007.61	100.00

**Clarke County
YTD Budget Report
March 31, 2018**

FUNCTION	ORG	OBJ	PROJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	% USED
12410	10000070	3000		Treasurer Purchased Services	300	300	537.31	23.59	0.00	-237.31	179.10
12410	10000070	3180		Treasurer Credit Card Fees	10,000	10,000	6,163.86	0.00	0.00	3,836.14	61.60
12410	10000070	3190		Treasurer DMV Stop	3,000	3,000	3,305.00	550.00	0.00	-305.00	110.20
12410	10000070	3320		Treasurer Maint Contracts	300	300	171.16	48.72	128.84	0.00	100.00
12410	10000070	3500		Treasurer Printing & Binding	9,500	9,500	5,488.90	0.00	0.00	4,011.10	57.80
12410	10000070	3600		Treasurer Advertising	500	500	366.99	366.99	0.00	133.01	73.40
12410	10000070	5210		Treasurer Postal Svcs	23,000	23,000	9,350.32	21.96	0.00	13,649.68	40.70
12410	10000070	5230		Treasurer Telephone	1,600	1,600	1,374.17	17.75	0.00	225.83	85.90
12410	10000070	5400		Treasurer Leases and Rentals	0	0	110.00	0.00	0.00	-110.00	100.00
12410	10000070	5500		Treasurer Travel	1,500	1,500	0.00	0.00	0.00	1,500.00	0.00
12410	10000070	5510		Treasurer Local Mileage	300	300	0.00	0.00	0.00	300.00	0.00
12410	10000070	5810		Treasurer Dues Subscr & Memb	800	800	375.00	0.00	0.00	425.00	46.90
12410	10000070	6000		Treasurer Materials & Supplies	4,500	4,500	3,806.73	595.48	73.80	619.47	86.20
12410	10000070	6035		Treasurer Noncap Office Equip	0	0	0.00	-375.00	0.00	0.00	0.00
12410 Total	Treasurer				283,229	283,229	206,484.49	21,032.49	58,861.64	17,882.87	93.69
12510	10000080	1100		IT Salaries	145,576	145,576	109,181.97	12,131.33	36,393.99	0.04	100.00
12510	10000080	2100		IT FICA	11,091	11,091	8,354.43	928.27	2,772.59	-36.02	100.30
12510	10000080	2210		IT VRS Plans 1&2	7,113	7,113	5,336.91	592.99	1,778.97	-2.88	100.00
12510	10000080	2220		IT VRS Hybrid	4,938	4,938	3,932.64	436.96	1,233.67	-228.31	104.60
12510	10000080	2300		IT Health Ins	13,672	13,672	10,253.88	1,139.32	3,444.60	-26.48	100.20
12510	10000080	2400		IT Life Insurance	1,908	1,908	1,430.28	158.92	476.76	0.96	99.90
12510	10000080	2510		IT Disab Ins - Hybrid	365	365	273.33	30.37	91.10	0.57	99.80
12510	10000080	2700		IT Workers Comp	150	150	116.00	0.00	0.00	34.00	77.30
12510	10000080	3000		IT Purchased Services	13,026	13,026	4,712.00	200.00	450.00	7,864.00	39.60
12510	10000080	3320		IT Maint Contracts	36,400	36,400	33,380.18	949.51	1,838.51	1,181.31	96.80
12510	10000080	5210		IT Postal Svcs	100	100	1.82	0.00	0.00	98.18	1.80
12510	10000080	5230		IT Telephone	13,900	13,900	6,762.46	1,986.54	357.52	6,780.02	51.20
12510	10000080	5240		IT Telecomm Online Tech	10,380	10,380	9,207.58	2,154.33	1,470.00	-297.58	102.90
12510	10000080	5400		IT Leases & Rentals	23,760	23,760	16,530.00	690.00	9,210.00	-1,980.00	108.30
12510	10000080	5500		IT Travel	100	100	0.00	0.00	0.00	100.00	0.00
12510	10000080	5810		IT Dues Subscr & Memb	100	100	0.00	0.00	0.00	100.00	0.00
12510	10000080	6000		IT Materials & Supplies	2,000	2,000	706.32	0.00	0.00	1,293.68	35.30
12510	10000080	6008		IT Vehicle Fuel	300	300	32.13	0.00	0.00	267.87	10.70
12510	10000080	6035		IT Noncap Office Equip	0	0	355.36	0.00	0.00	-355.36	100.00
12510	10000080	6040		IT Technology SW/OL Content	8,000	8,000	1,715.00	0.00	0.00	6,285.00	21.40
12510	10000080	6050		IT Noncap Technology Hardware	4,000	4,000	2,521.17	0.00	23.99	1,454.84	63.60
12510	10000080	8200		IT Capital Outlay Adds	0	0	226.04	0.00	0.00	-226.04	100.00
12510 Total	Data Processing/IT				296,879	296,879	215,029.50	21,398.54	59,541.70	22,307.80	92.49
13100	10000090	1300		Electoral Part Time Salaries	6,319	6,319	4,286.73	0.00	2,031.27	1.00	100.00
13100	10000090	2100		Electoral FICA	484	484	327.92	0.00	164.36	-8.28	101.70
13100	10000090	2700		Electoral Workers Comp	10	10	5.00	0.00	0.00	5.00	50.00
13100	10000090	3000		Electoral Purchased Services	7,300	7,300	2,542.40	0.00	0.00	4,757.60	34.80
13100	10000090	3160		Electoral Board Member Fees	11,200	11,200	5,423.00	0.00	0.00	5,777.00	48.40
13100	10000090	3320		Electoral Maint Contracts	5,400	5,400	4,949.24	0.00	0.00	450.76	91.70
13100	10000090	3500		Electoral Printing & Binding	6,000	6,000	2,077.13	98.75	0.00	3,922.87	34.60
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	283.11	107.15	0.00	466.89	37.70
13100	10000090	5400		Electoral Leases & Rentals	2,000	2,000	572.96	0.00	0.00	1,427.04	28.60
13100	10000090	5500		Electoral Travel	1,500	1,500	0.00	0.00	0.00	1,500.00	0.00
13100	10000090	5510		Electoral Local Mileage	900	900	165.64	0.00	0.00	734.36	18.40
13100	10000090	5810		Electoral Dues Subscr & Memb	200	200	360.00	0.00	0.00	-160.00	180.00
13100	10000090	6000		Electoral Materials & Supplies	1,700	1,700	544.89	0.00	6.99	1,148.12	32.50
13100 Total	Electoral Board and Officials				44,003	44,003	21,653.62	205.90	2,202.62	20,146.76	54.22
13200	10000100	1100		Registrar Salaries	52,831	52,831	39,623.22	4,402.58	13,207.74	0.04	100.00
13200	10000100	1300		Registrar Part Time Salaries	9,017	9,017	6,623.95	701.00	0.00	2,393.05	73.50
13200	10000100	2100		Registrar FICA	4,732	4,732	3,562.40	393.14	1,010.39	159.21	96.60
13200	10000100	2210		Registrar VRS Plans 1&2	4,485	4,485	3,364.02	373.78	1,121.34	-0.36	100.00
13200	10000100	2400		Registrar Life Insurance	692	692	519.03	57.67	173.02	-0.05	100.00
13200	10000100	2700		Registrar Workers Comp	75	75	49.00	0.00	0.00	26.00	65.30
13200	10000100	3000		Registrar Purchased Services	1,400	1,400	176.00	42.00	0.00	1,224.00	12.60
13200	10000100	3320		Registrar Maint Contracts	200	200	511.49	301.99	38.51	-350.00	275.00
13200	10000100	5210		Registrar Postal Svcs	750	750	606.31	0.00	0.00	143.69	80.80
13200	10000100	5230		Registrar Telephone	1,000	1,000	563.98	76.09	248.87	187.15	81.30
13200	10000100	5500		Registrar Travel	1,500	1,500	1,203.53	306.49	0.00	296.47	80.20
13200	10000100	5510		Registrar Local Mileage	650	650	350.39	0.00	0.00	299.61	53.90
13200	10000100	5810		Registrar Dues Subscr & Memb	150	150	140.00	0.00	0.00	10.00	93.30
13200	10000100	6000		Registrar Materials & Supplies	1,000	1,000	440.42	71.95	0.00	559.58	44.00
13200 Total	Registrar				78,482	78,482	57,733.74	6,726.69	15,799.87	4,948.39	93.69
21100	10000110	5841		Circuit C Juror Pay	3,000	3,000	1,380.00	0.00	0.00	1,620.00	46.00
21100	10000110	5842		Circuit C Jury Comm	180	180	180.00	0.00	0.00	0.00	100.00
21100	10000110	6035		Circuit C Noncap Office Equip	0	0	56.00	0.00	0.00	-56.00	100.00

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FUNCTION	ORG	OBJ	PROJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	% USED
21100	10000110	7000		Circuit Ct Pyt to Joint Ops	9,500	9,500	10,490.85	0.00	0.00	-990.85	110.40
21100 Total	Circuit Court				12,680	12,680	12,106.85	0.00	0.00	573.15	95.48
21200	10000120	3000		District C Purchased Services	350	350	0.00	0.00	0.00	350.00	0.00
21200	10000120	3150		District C Legal Svcs	270	270	0.00	0.00	0.00	270.00	0.00
21200	10000120	3320		District C Maint Contracts	300	300	327.03	0.00	222.97	-250.00	183.30
21200	10000120	5210		District C Postal Svcs	700	700	468.00	150.00	0.00	232.00	66.90
21200	10000120	5230		District C Telephone	2,000	2,000	1,127.16	280.13	0.00	872.84	56.40
21200	10000120	5810		District C Dues Subscr & Memb	200	200	50.00	0.00	0.00	150.00	25.00
21200	10000120	6000		District C Materials & Supplie	600	600	341.58	100.51	215.89	42.53	92.90
21200 Total	General District Court				4,420	4,420	2,313.77	530.64	438.86	1,667.37	62.28
21300	10000125	5230		Magistrate Telephone	100	100	0.00	0.00	0.00	100.00	0.00
21300 Total	Magistrate				100	100	0.00	0.00	0.00	100.00	0.00
21510	10000130	5600		Blue Ridge Legal Svc Contr	1,500	1,500	1,500.00	0.00	0.00	0.00	100.00
21510 Total	Blue Ridge Legal Services				1,500	1,500	1,500.00	0.00	0.00	0.00	100.00
21600	10000140	3000		J&D Court Purchased Services	0	0	240.00	0.00	0.00	-240.00	100.00
21600	10000140	3320		J&D Court Maint Contracts	700	700	530.78	0.00	219.22	-50.00	107.10
21600	10000140	5210		J&D Court Postal Svcs	700	700	186.00	0.00	300.00	214.00	69.40
21600	10000140	5230		J&D Court Telephone	700	700	475.76	60.01	0.00	224.24	68.00
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	69.03	0.00	0.00	1,130.97	5.80
21600	10000140	6035		J&D Court Noncap Office Equip	0	0	0.00	0.00	147.92	-147.92	100.00
21600 Total	Juvenile & Domestic Relations				3,500	3,500	1,576.57	60.01	667.14	1,256.29	64.11
21700	10000150	1100		Clk of CC Salaries	176,012	176,012	133,274.31	14,825.83	44,477.49	-1,739.80	101.00
21700	10000150	1300		Clk of CC Part Time Salaries	0	0	8,625.00	1,230.00	0.00	-8,625.00	100.00
21700	10000150	2100		Clk of CC FICA	13,322	13,322	10,978.09	1,241.92	3,367.02	-1,023.11	107.70
21700	10000150	2210		Clk of CC VRS Plans 1&2	14,943	14,943	10,615.05	1,258.72	3,776.14	551.81	96.30
21700	10000150	2300		Clk of CC Health Ins	13,672	13,672	10,253.88	1,139.32	3,558.30	-140.18	101.00
21700	10000150	2400		Clk of CC Life Insurance	2,305	2,305	1,745.91	194.22	582.65	-23.56	101.00
21700	10000150	2700		Clk of CC Workers Comp	200	200	143.00	0.00	0.00	57.00	71.50
21700	10000150	3000		Clk of CC Purchased Services	3,000	3,000	279.00	0.00	0.00	2,721.00	9.30
21700	10000150	3320		Clk of CC Maint Contracts	12,000	12,000	327.92	0.00	25.00	11,647.08	2.90
21700	10000150	3500		Clk of CC Printing & Binding	600	600	0.00	0.00	0.00	600.00	0.00
21700	10000150	3510		Clk of CC Microfilming	6,500	6,500	4,131.36	0.00	0.00	2,368.64	63.60
21700	10000150	5210		Clk of CC Postal Svcs	3,500	3,500	1,663.56	300.00	0.00	1,836.44	47.50
21700	10000150	5230		Clk of CC Telephone	1,000	1,000	760.00	92.23	0.00	240.00	76.00
21700	10000150	5810		Clk of CC Dues Subscr & Memb	320	320	0.00	0.00	0.00	320.00	0.00
21700	10000150	6000		Clk of CC Materials & Supplies	7,000	7,000	3,761.57	242.41	0.00	3,238.43	53.70
21700	10000150	6035		Clk of CC Noncap Office Equip	0	0	1,400.00	0.00	0.00	-1,400.00	100.00
21700 Total	Clerk of the Circuit Court				254,374	254,374	187,958.65	20,524.65	55,786.60	10,628.75	95.82
21910	10001440	1100	VWIT	VictimWit Regular Salary	38,035	39,584	28,688.18	3,187.57	9,562.72	1,333.10	96.60
21910	10001440	1300	VWIT	VictimWit Part Time Sal	14,727	17,550	9,592.50	1,050.00	0.00	7,957.50	54.70
21910	10001440	2100	VWIT	VictimWit FICA	4,037	4,270	2,931.97	324.56	731.74	606.29	85.80
21910	10001440	2210	VWIT	VictimWit VRS Plans 1&2	3,229	3,248	2,426.49	270.63	812.10	9.41	99.70
21910	10001440	2400	VWIT	VictimWit Life Insurance	498	502	374.40	41.76	125.31	2.29	99.50
21910	10001440	2700	VWIT	VictimWit Workers Comp	50	50	42.00	0.00	0.00	8.00	84.00
21910	10001440	3000	VWIT	VictimWit Purchased Servi	650	400	0.00	0.00	0.00	400.00	0.00
21910	10001440	5210	VWIT	VictimWit Postal Svcs	340	147	0.00	0.00	0.00	147.00	0.00
21910	10001440	5230	VWIT	VictimWit Telephone	0	504	305.17	42.10	156.83	42.00	91.70
21910	10001440	5500	VWIT	VictimWit Travel	4,070	3,906	2,032.13	125.00	0.00	1,873.87	52.00
21910	10001440	5510	VWIT	VictimWit Travel Local Mileage	137	214	94.91	52.54	0.00	119.09	44.40
21910	10001440	5810	VWIT	VictimWit Dues Subscr & Memb	245	245	150.00	0.00	0.00	95.00	61.20
21910	10001440	6000	VWIT	VictimWit Matl & Supplies	6,367	1,765	378.93	0.00	0.00	1,386.07	21.50
21910	10001440	6035	VWIT	VictimWit Noncap Ofc Equip	0	0	0.00	0.00	139.01	-139.01	100.00
21910 Total	Victim and Witness Assistance				72,385	72,385	47,016.68	5,094.16	11,527.71	13,840.61	80.88
21940	10000160	5600		Regional Crt Svc Entity Gift	6,179	6,179	6,179.10	0.00	0.00	-0.10	100.00
21940 Total	Regional Court Services				6,179	6,179	6,179.10	0.00	0.00	-0.10	100.00
22100	10000170	1100		Comm Atty Salaries	237,159	237,159	177,968.65	19,796.41	59,389.24	-198.89	100.10
22100	10000170	1300		Comm Atty Part Time Salaries	12,546	15,038	10,304.56	1,092.65	0.00	4,733.44	68.50
22100	10000170	2100		Comm Atty FICA	17,833	17,833	14,302.02	1,505.57	4,337.46	-806.48	104.50
22100	10000170	2210		Comm Atty VRS Plans 1&2	15,761	5,387	3,933.18	432.48	1,296.77	157.05	97.10
22100	10000170	2220		Comm Atty VRS Hybrid	4,116	14,490	12,001.89	1,248.24	3,584.63	-1,096.52	107.60
22100	10000170	2300		Comm Atty Health Ins	21,574	21,574	17,923.65	1,881.35	5,705.97	-2,055.62	109.50
22100	10000170	2400		Comm Atty Life Insurance	3,107	3,107	2,458.74	259.33	777.80	-129.54	104.20
22100	10000170	2510		Comm Atty Disab Ins - Hybrid	304	304	834.03	86.74	260.19	-790.22	359.90
22100	10000170	2700		Comm Atty Workers Comp	260	260	253.00	0.00	0.00	7.00	97.30
22100	10000170	3320		Comm Atty Maint Contracts	500	500	287.55	0.00	95.85	116.60	76.70
22100	10000170	5210		Comm Atty Postal Svcs	1,300	1,300	403.79	0.00	0.00	896.21	31.10
22100	10000170	5230		Comm Atty Telephone	3,000	3,000	1,558.53	205.71	674.60	766.87	74.40
22100	10000170	5500		Comm Atty Travel	5,500	5,500	1,876.49	0.00	0.00	3,623.51	34.10
22100	10000170	5549		Comm Atty Witness Travel Expen	500	500	98.10	0.00	0.00	401.90	19.60
22100	10000170	5810		Comm Atty Dues Subscr & Memb	3,000	3,000	2,311.50	0.00	0.00	688.50	77.10

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FUNCTION	ORG	OBJ	PROJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	% USED
22100	10000170	6000		Comm Atty Materials & Supplies	2,000	1,885	1,048.13	27.00	0.00	836.87	55.60
22100	10000170	6035		Comm Atty Noncap Office Equip	0	115	336.86	179.99	0.00	-221.86	292.90
	10000170 Total			Commonwealth's Attorney	328,460	330,952	247,900.67	26,715.47	76,122.51	6,928.82	97.91
22100	10001420	1100	VSTOP	Comm Atty Salaries	26,882	26,882	19,969.58	2,219.77	6,659.29	253.13	99.10
22100	10001420	2100	VSTOP	Comm Atty FICA	1,769	1,769	787.32	167.88	503.61	478.07	73.00
22100	10001420	2210	VSTOP	Comm Atty VRS Plans 1&2	713	713	487.44	57.68	173.48	52.08	92.70
22100	10001420	2220	VSTOP	Comm Atty VRS Hybrid	1,477	1,477	392.31	130.77	392.94	691.75	53.20
22100	10001420	2300	VSTOP	Comm Atty Health Ins	2,985	2,985	495.75	165.25	499.20	1,990.05	33.30
22100	10001420	2400	VSTOP	Comm Atty Life Insurance	352	352	135.78	29.08	87.39	128.83	63.40
22100	10001420	2510	VSTOP	Comm Atty Disab Ins - Hybrid	109	109	27.27	9.09	27.31	54.42	50.10
	10001420 Total			Violence Against Women Prog Ex	34,287	34,287	22,295.45	2,779.52	8,343.22	3,648.33	89.36
22100 Total	Commonwealth's Attorney				362,747	365,239	270,196.12	29,494.99	84,465.73	10,577.15	97.10
31200	10000180	1100		Sheriff Salaries	1,337,533	1,337,533	1,002,344.05	112,159.80	335,887.74	-698.79	100.10
31200	10000180	1200		Sheriff Overtime	0	0	45,847.17	6,623.98	0.00	-45,847.17	100.00
31200	10000180	1300		Sheriff Part Time Salaries	43,860	43,860	18,101.81	2,654.50	0.00	25,758.19	41.30
31200	10000180	1660		Sheriff Emp Bonuses	0	0	1,500.00	0.00	0.00	-1,500.00	100.00
31200	10000180	2100		Sheriff FICA	100,251	100,251	78,011.25	8,838.21	24,278.37	-2,038.62	102.00
31200	10000180	2210		Sheriff VRS Plans 1&2	102,404	102,404	75,093.48	8,297.73	24,893.08	2,417.44	97.60
31200	10000180	2220		Sheriff VRS Hybrid	7,959	7,959	9,631.87	1,174.61	3,482.30	-5,155.17	164.80
31200	10000180	2300		Sheriff Health Ins	178,475	178,475	151,759.56	16,679.38	62,321.09	-35,605.65	119.90
31200	10000180	2400		Sheriff Life Insurance	17,107	17,107	13,073.07	1,461.58	4,420.93	-387.00	102.30
31200	10000180	2510		Sheriff Disab Ins - Hybrid	588	588	669.53	81.65	244.90	-326.43	155.50
31200	10000180	2700		Sheriff Workers Comp	28,000	28,000	22,093.00	0.00	0.00	5,907.00	78.90
31200	10000180	2800		Sheriff Leave Pay	0	0	8,137.40	0.00	0.00	-8,137.40	100.00
31200	10000180	2860		Sheriff LODA	8,000	36,200	32,200.44	0.00	0.00	3,999.56	89.00
31200	10000180	3000		Sheriff Purchased Services	28,000	28,000	16,774.71	2,306.40	516.00	10,709.29	61.80
31200	10000180	3000	CST	Sheriff Purchased Services Com	0	0	729.00	0.00	0.00	-729.00	100.00
31200	10000180	3320		Sheriff Maint Contracts	132,002	132,002	49,138.85	73.69	660.45	82,202.70	37.70
31200	10000180	3320	ETK	Sheriff E-Ticket Maint Svc	0	0	4,950.00	0.00	0.00	-4,950.00	100.00
31200	10000180	3350		Sheriff Insured Repair Svcs	2,000	2,000	0.00	0.00	0.00	2,000.00	0.00
31200	10000180	3500		Sheriff Printing & Binding	1,000	1,000	752.33	0.00	0.00	247.67	75.20
31200	10000180	5210		Sheriff Postal Svcs	2,200	2,200	1,116.37	82.47	0.00	1,083.63	50.70
31200	10000180	5230		Sheriff Telephone	55,000	55,000	26,818.96	4,391.75	2,347.70	25,833.34	53.00
31200	10000180	5300		Sheriff Insurance	15,000	15,000	16,133.22	0.00	0.00	-1,133.22	107.60
31200	10000180	5400		Sheriff Leases & Rentals	28,000	28,000	21,464.50	2,380.50	7,141.50	-606.00	102.20
31200	10000180	5500		Sheriff Travel	50,000	50,000	1,384.00	250.00	0.00	48,616.00	2.80
31200	10000180	5500	CST	Sheriff Travel - Communication	0	0	2,208.88	0.00	0.00	-2,208.88	100.00
31200	10000180	5500	SST	Sheriff Travel - Sworn Staff	0	0	18,515.02	262.07	0.00	-18,515.02	100.00
31200	10000180	5550		Sheriff Extradition of Prisone	0	0	24.59	0.00	0.00	-24.59	100.00
31200	10000180	5800		Sheriff Miscellaneous Expendit	1,000	2,389	1,388.67	0.00	0.00	1,000.33	58.10
31200	10000180	5810		Sheriff Dues Subscr & Memb	3,300	3,300	3,409.99	0.00	0.00	-109.99	103.30
31200	10000180	6000		Sheriff Materials & Supplies	51,000	51,000	6,293.93	119.41	0.00	44,706.07	12.30
31200	10000180	6000	COS	Sheriff Mtls & Supplies Commun	0	0	1,987.53	27.05	0.00	-1,987.53	100.00
31200	10000180	6000	ETK	Sheriff E-Tkt Mat'l & Supplies	25,000	25,000	14,065.98	0.00	879.00	10,055.02	59.80
31200	10000180	6000	PSU	Sheriff Police Supplies	0	0	5,202.91	1,359.70	121.63	-5,324.54	100.00
31200	10000180	6000	SOS	Sheriff Office Supplies	0	0	3,325.34	45.71	224.01	-3,549.35	100.00
31200	10000180	6000	VRP	Sheriff Vehicle Repair Parts	0	0	18,339.16	2,566.41	40.33	-18,379.49	100.00
31200	10000180	6008		Sheriff Vehicle Fuel	50,000	50,000	32,581.48	3,468.66	0.00	17,418.52	65.20
31200	10000180	6011		Sheriff Clothing	8,000	8,000	18.00	0.00	0.00	7,982.00	0.20
31200	10000180	6011	CSU	Sheriff Uniform Communications	0	0	2,639.23	442.13	132.00	-2,771.23	100.00
31200	10000180	6011	SSU	Sheriff Uniform Sworn Staff	0	0	4,939.62	326.27	307.66	-5,247.28	100.00
31200	10000180	6015		Sheriff Ammunition	14,000	14,000	6,534.26	0.00	7,359.66	106.08	99.20
	10000180 Total			Sheriff	2,289,679	2,319,268	1,719,199.16	176,073.66	475,258.35	124,810.49	94.62
31200	10001480	1200		DMV Alcohol Grant Overtime	0	0	1,244.93	182.19	0.00	-1,244.93	100.00
31200	10001480	1200	DMVAL	DMV Alcohol Grant Overtime	11,859	11,859	5,271.97	928.68	0.00	6,587.03	44.50
31200	10001480	6000	DMVAL	DMV Alcohol Grant Mat&Sup	0	0	3,448.50	0.00	3,448.50	-6,897.00	100.00
	10001480 Total			VA Hwy Safety Enf-Alcohol Exp	11,859	11,859	9,965.40	1,110.87	3,448.50	-1,554.90	113.11
31200	10001500	1200	DMVSP	DMV Speed Overtime	5,005	5,005	4,135.17	676.23	0.00	869.83	82.60
	10001500 Total			VA Hwy Safety Enf - Speed Exp	5,005	5,005	4,135.17	676.23	0.00	869.83	82.62
31200	10001520	5500	41017	ICAC Travel	2,000	2,000	0.00	0.00	0.00	2,000.00	0.00
31200	10001520	5500		ICAC ICAC Travel	0	0	13.11	0.00	0.00	-13.11	100.00
31200	10001520	6000	41017	ICAC Materials & Supplies	2,000	2,000	0.00	0.00	0.00	2,000.00	0.00
31200	10001520	6000		ICAC ICAC Materials & Supplies	0	0	929.99	0.00	0.00	-929.99	100.00
	10001520 Total			NOVA Int Cr Against Child Exp	4,000	4,000	943.10	0.00	0.00	3,056.90	23.58
31200	10001552	1100		Byrne 21st Century Grant Sal	0	0	0.00	0.00	5,687.53	-5,687.53	100.00
	10001552 Total			DCJS Byrne-21st Century Police	0	0	0.00	0.00	5,687.53	-5,687.53	100.00
31200	10001551	6000		DCJS Byrne Materials & Supplie	1,118	1,118	997.98	0.00	0.00	120.02	89.30
	10001551 Total			DCJS Byrne JAG-Naloxone	1,118	1,118	997.98	0.00	0.00	120.02	89.26
31200 Total	Sheriff				2,311,661	2,341,250	1,735,240.81	177,860.76	484,394.38	121,614.81	94.81
31210	10000190	5600		Criminal Justice Training Ctr	20,000	20,000	18,720.00	0.00	0.00	1,280.00	93.60
31210 Total	Criminal Justice Training Ctr				20,000	20,000	18,720.00	0.00	0.00	1,280.00	93.60

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FUNCTION	ORG	OBJ	PROJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	% USED
31220	10000200	5600		Drug Task Force Entity Gift	12,500	12,500	4,610.63	0.00	0.00	7,889.37	36.90
31220 Total	Drug Task Force				12,500	12,500	4,610.63	0.00	0.00	7,889.37	36.89
31400	10000005	5230		Communicat Telephone	0	0	1,739.45	256.88	330.55	-2,070.00	100.00
31400 Total	Communications				0	0	1,739.45	256.88	330.55	-2,070.00	100.00
32200	10000220	2510		Vol Fire Disab Ins - Hybrid	0	12,445	12,445.00	0.00	0.00	0.00	100.00
32200	10000220	2700		Vol Fire Worker's Compensation	0	23,995	23,995.00	0.00	0.00	0.00	100.00
32200	10000220	5300		Vol Fire Co Insurance	46,000	46,000	47,663.97	0.00	0.00	-1,663.97	103.60
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	17,153	17,153	16,623.98	0.00	0.00	529.02	96.90
32200	10000220	5698		Vol Fire Fire Programs	30,000	30,000	30,050.00	0.00	0.00	-50.00	100.20
32200 Total	Volunteer Fire Companies				118,153	154,593	130,777.95	0.00	0.00	23,815.05	84.60
32201	10000230	2860		Blue Ridge Vol Fire Co LODA	1,200	1,200	1,177.20	0.00	0.00	22.80	98.10
32201	10000230	5600		Blue Ridge Vol Fire Co Contrib	50,000	50,000	37,500.00	0.00	0.00	12,500.00	75.00
32201 Total	Blue Ridge Volunteer Fire Co				51,200	51,200	38,677.20	0.00	0.00	12,522.80	75.54
32202	10000240	2860		Boyce Volunteer Fire Co LODA	1,600	1,600	1,569.60	0.00	0.00	30.40	98.10
32202	10000240	5600		Boyce Volunteer Fire Co Contr	50,000	50,000	37,500.00	0.00	0.00	12,500.00	75.00
32202 Total	Boyce Volunteer Fire Co				51,600	51,600	39,069.60	0.00	0.00	12,530.40	75.72
32203	10000250	2860		Enders Volunteer Fire Co LODA	2,800	2,800	2,746.80	0.00	0.00	53.20	98.10
32203	10000250	5600		Enders Volunteer Fire Co Contr	75,000	75,000	56,250.00	18,750.00	0.00	18,750.00	75.00
32203 Total	Enders Volunteer Fire Co				77,800	77,800	58,996.80	18,750.00	0.00	18,803.20	75.83
32310	10000260	1100		EMS Salaries	379,038	379,038	258,676.49	27,746.55	128,183.23	-7,821.72	102.10
32310	10000260	1200		EMS Overtime	56,000	56,000	89,473.62	6,053.89	0.00	-33,473.62	159.80
32310	10000260	1300		EMS Part Time Salaries	111,600	111,600	96,723.14	7,971.84	0.00	14,876.86	86.70
32310	10000260	2100		EMS FICA	37,709	37,709	31,136.10	2,867.09	6,693.49	-120.59	100.30
32310	10000260	2210		EMS VRS Plans 1&2	27,934	27,934	22,600.26	2,511.14	7,533.38	-2,199.64	107.90
32310	10000260	2220		EMS VRS Hybrid	4,245	4,245	2,460.56	307.57	922.69	861.75	79.70
32310	10000260	2300		EMS Health Ins	64,679	64,679	47,025.82	5,334.92	17,308.95	344.23	99.50
32310	10000260	2400		EMS Life Insurance	4,966	4,966	3,867.00	434.94	1,304.77	-205.77	104.10
32310	10000260	2510		EMS Disab Ins - Hybrid	295	295	170.96	21.37	64.12	59.92	79.70
32310	10000260	2700		EMS Workers Comp	26,200	26,200	17,631.00	0.00	0.00	8,569.00	67.30
32310	10000260	2860		EMS LODA	2,900	2,900	1,931.49	0.00	0.00	968.51	66.60
32310	10000260	3000		EMS Purchased Services	48,000	48,000	27,827.64	1,795.20	0.00	20,172.36	58.00
32310	10000260	5210		EMS Postal Services	300	300	8.93	0.00	0.00	291.07	3.00
32310	10000260	5230		EMS Telephone	1,200	1,200	921.37	129.05	326.11	-47.48	104.00
32310	10000260	5500		EMS Travel	10,000	10,000	6,121.06	1,595.88	0.00	3,878.94	61.20
32310	10000260	5800		EMS Miscellaneous	0	0	119.79	40.82	0.00	-119.79	100.00
32310	10000260	6000		EMS Materials & Supplies	11,800	11,800	12,795.89	959.47	1,573.17	-2,569.06	121.80
32310	10000260	6008		EMS Vehicle Fuel	2,500	2,500	1,390.59	0.00	0.00	1,109.41	55.60
32310	10000260	6011		EMS Clothing	6,500	6,500	1,422.91	0.00	0.00	5,077.09	21.90
32310	10000260	6035		EMS Noncap Office Equip	0	0	78.70	0.00	0.00	-78.70	100.00
32310	10000260	6040		EMS Technology SW/OL Content	0	0	998.00	0.00	0.00	-998.00	100.00
32310	10000260	8200		EMS Capital Outlay Adds	8,780	8,780	13,536.79	0.00	450.00	-5,206.79	159.30
10000260 Total	Emergency Medical Services				804,646	804,646	636,918.11	57,769.73	164,359.91	3,367.98	99.58
32310	10001700	6000		LEMPG Grant	0	0	1,936.89	0.00	0.00	-1,936.89	100.00
10001700 Total	FEMA-VDEM LEMPG				0	0	1,936.89	0.00	0.00	-1,936.89	100.00
32310 Total	Fire and Rescue Services				804,646	804,646	638,855.00	57,769.73	164,359.91	1,431.09	99.82
32320	10000270	5600		Lord Fairfax EMS Contribution	6,282	6,282	6,282.00	0.00	0.00	0.00	100.00
32320 Total	Lord Fairfax Emergency Medical				6,282	6,282	6,282.00	0.00	0.00	0.00	100.00
32400	10000280	5600		Forestry Svcs Entity Gift	2,712	2,712	2,711.52	0.00	0.00	0.48	100.00
32400 Total	Forestry Services				2,712	2,712	2,711.52	0.00	0.00	0.48	99.98
33210	10000290	7000		Regional Jail Joint Ops	551,259	551,259	413,447.25	0.00	0.00	137,811.75	75.00
33210 Total	Regional Jail				551,259	551,259	413,447.25	0.00	0.00	137,811.75	75.00
33220	10000300	3840		Juv DetCtr Intergov Svc Agreem	16,254	16,254	8,046.00	0.00	0.00	8,208.00	49.50
33220 Total	Juvenile Detention Center				16,254	16,254	8,046.00	0.00	0.00	8,208.00	49.50
33300	10000310	5230		Probation Telephone	500	500	36.00	4.00	0.00	464.00	7.20
33300	10000310	6000		Probation Materials & Supplies	300	300	0.00	0.00	0.00	300.00	0.00
33300 Total	Probation Office				800	800	36.00	4.00	0.00	764.00	4.50
34100	10000320	1100		Bldg Insp Salaries	144,263	144,263	101,399.76	11,266.64	33,799.91	9,063.33	93.70
34100	10000320	2100		Bldg Insp FICA	10,238	10,238	7,195.89	800.41	2,388.92	653.19	93.60
34100	10000320	2210		Bldg Insp VRS Plans 1&2	8,401	8,401	6,300.36	700.04	2,100.13	0.51	100.00
34100	10000320	2220		Bldg Insp VRS Hybrid	3,847	3,847	2,308.41	256.49	769.48	769.11	80.00
34100	10000320	2300		Bldg Insp Health Ins	24,559	24,559	17,394.03	1,932.67	5,845.30	1,319.67	94.60
34100	10000320	2400		Bldg Insp Life Insurance	1,890	1,890	1,328.40	147.60	442.78	118.82	93.70
34100	10000320	2510		Bldg Insp Disab Ins - Hybrid	267	267	160.38	17.82	53.47	53.15	80.10
34100	10000320	2700		Bldg Insp Workers Comp	1,800	1,800	2,429.00	0.00	0.00	-629.00	134.90
34100	10000320	3000		Bldg Insp Purchased Services	0	0	408.00	209.00	0.00	-408.00	100.00
34100	10000320	3320		Bldg Insp Maint Contracts	1,900	1,900	574.88	122.71	125.12	1,200.00	36.80
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	15.26	0.00	0.00	134.74	10.20
34100	10000320	5230		Bldg Insp Telephone	3,500	3,500	1,636.91	186.34	536.06	1,327.03	62.10
34100	10000320	5500		Bldg Insp Travel	2,500	2,500	0.00	0.00	0.00	2,500.00	0.00

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FUNCTION	ORG	OBJ	PROJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	% USED
34100	10000320	5810		Bldg Insp Dues Subscr & Memb	800	800	105.00	15.00	0.00	695.00	13.10
34100	10000320	6000		Bldg Insp Materials & Supplies	4,000	4,000	467.95	43.55	0.00	3,532.05	11.70
34100	10000320	6008		Bldg Insp Vehicle Fuel	3,000	3,000	1,777.94	0.00	0.00	1,222.06	59.30
34100 Total	Building Inspections				211,515	211,515	143,502.17	15,698.27	46,061.17	21,951.66	89.62
35100	10000330	1100		AnimalCtrl Salaries	72,493	72,493	51,332.79	5,848.50	17,545.50	3,614.71	95.00
35100	10000330	2100		AnimalCtrl FICA	4,833	4,833	3,543.95	400.21	1,198.69	90.36	98.10
35100	10000330	2210		AnimalCtrl VRS Plans 1&2	3,699	3,699	2,781.45	309.05	927.15	-9.60	100.30
35100	10000330	2220		AnimalCtrl VRS Hybrid	2,455	2,455	1,361.44	187.48	562.46	531.10	78.40
35100	10000330	2300		AnimalCtrl Health Ins	14,295	14,295	7,303.20	621.58	1,873.20	5,118.60	64.20
35100	10000330	2400		AnimalCtrl Life Insurance	950	950	639.28	76.62	229.85	80.87	91.50
35100	10000330	2510		AnimalCtrl Disab Ins - Hybrid	171	171	94.63	13.03	39.09	37.28	78.20
35100	10000330	2700		AnimalCtrl Workers Comp	950	950	946.00	0.00	0.00	4.00	99.60
35100	10000330	2800		AnimalCtrl Leave Pay	0	0	696.77	0.00	0.00	-696.77	100.00
35100	10000330	3000		AnimalCtrl Purchased Services	8,000	8,000	5,445.38	0.00	0.00	2,554.62	68.10
35100	10000330	3320		AnimalCtrl Maint Svc Contracts	100	100	57.06	9.98	78.90	-35.96	136.00
35100	10000330	3500		AnimalCtrl Printing & Binding	200	200	210.75	0.00	0.00	-10.75	105.40
35100	10000330	5110		AnimalCtrl Electric	750	750	0.00	0.00	0.00	750.00	0.00
35100	10000330	5230		AnimalCtrl Telephone	500	500	477.01	58.69	67.47	-44.48	108.90
35100	10000330	5500		AnimalCtrl Travel	1,000	1,000	0.00	0.00	0.00	1,000.00	0.00
35100	10000330	5510		AnimalCtrl Local Mileage	100	100	0.00	0.00	0.00	100.00	0.00
35100	10000330	6000		AnimalCtrl Materials & Supplie	6,000	6,000	5,631.90	736.29	0.00	368.10	93.90
35100	10000330	6008		AnimalCtrl Vehicle Fuel	1,500	1,500	886.38	0.00	0.00	613.62	59.10
35100	10000330	6011		AnimalCtrl Clothing	500	500	341.26	0.00	0.00	158.74	68.30
35100	10000330	6035		AnimalCtrl Noncap Office Equip	0	0	1,594.00	1,594.00	0.00	-1,594.00	100.00
35100 Total	Animal Control				118,496	118,496	83,343.25	9,855.43	22,522.31	12,630.44	89.34
35300	10000340	3000		Exam&Bury Purchased Services	500	500	160.00	20.00	0.00	340.00	32.00
35300 Total	Med Examiner & Indigent Burial				500	500	160.00	20.00	0.00	340.00	32.00
42400	10000350	3840		RefuseDisp Intergov Svc Agreem	162,000	162,000	87,578.85	688.84	0.00	74,421.15	54.10
42400 Total	Refuse Disposal				162,000	162,000	87,578.85	688.84	0.00	74,421.15	54.06
42410	10000355	3000		ConvenienceCtr Purchased Svcs	50,000	50,000	0.00	0.00	0.00	50,000.00	0.00
42410 Total	Solid Waste Convenience Center				50,000	50,000	0.00	0.00	0.00	50,000.00	0.00
42600	10000360	3000		LitterCtrl Purchased Services	0	0	1,979.95	170.00	780.37	-2,760.32	100.00
42600	10000360	6000		LitterCtrl Materials & Supplie	5,310	5,310	0.00	0.00	0.00	5,310.00	0.00
42600 Total	Litter Control				5,310	5,310	1,979.95	170.00	780.37	2,549.68	51.98
42700	10000370	3840		Sanitation Intergov Svc Agreem	33,750	33,750	20,931.92	2,616.49	0.00	12,818.08	62.00
42700	10000370	5600		Sanitation Entity Gift	207,000	207,000	207,000.00	0.00	0.00	0.00	100.00
42700 Total	Sanitation				240,750	240,750	227,931.92	2,616.49	0.00	12,818.08	94.68
43200	10000380	1100		Maintenanc Salaries	138,161	138,161	101,822.65	11,504.09	34,905.50	1,432.85	99.00
43200	10000380	2100		Maintenanc FICA	10,195	10,195	7,486.37	844.02	2,633.83	74.80	99.30
43200	10000380	2210		Maintenanc VRS Plans 1&2	6,628	6,628	4,863.63	551.17	1,653.51	110.86	98.30
43200	10000380	2220		Maintenanc VRS Hybrid	3,505	3,505	3,386.28	378.99	876.76	-758.04	121.60
43200	10000380	2300		Maintenanc Health Ins	13,779	13,779	10,901.09	1,205.59	3,660.49	-782.58	105.70
43200	10000380	2400		Maintenanc Life Insurance	1,809	1,809	1,338.95	150.69	452.11	17.94	99.00
43200	10000380	2510		Maintenanc Disab Ins - Hybrid	316	316	235.36	26.33	79.01	1.63	99.50
43200	10000380	2700		Maintenanc Workers Comp	4,600	4,600	3,877.00	0.00	0.00	723.00	84.30
43200	10000380	3000		Maintenanc Purchased Services	32,000	32,000	5,041.71	0.00	6,180.48	20,777.81	35.10
43200	10000380	3320		Maintenanc Maint Contracts	99,500	99,500	39,632.31	751.32	3,706.93	56,160.76	43.60
43200	10000380	3340		Maintenanc Custodial Contracts	37,000	37,000	30,296.07	0.00	0.00	6,703.93	81.90
43200	10000380	3600		Maintenanc Advertising	1,200	1,200	449.24	0.00	0.00	750.76	37.40
43200	10000380	5110		Maintenanc Electric	0	0	28.37	0.00	0.00	-28.37	100.00
43200	10000380	5120		Maintenanc Heating	400	400	0.00	0.00	0.00	400.00	0.00
43200	10000380	5130		Maintenanc Water & Sewer	750	750	228.55	0.00	0.00	521.45	30.50
43200	10000380	5230		Maintenanc Telephone	2,000	2,000	952.89	92.27	210.77	836.34	58.20
43200	10000380	5300		Maintenanc Insurance	40,000	40,000	41,034.60	0.00	0.00	-1,034.60	102.60
43200	10000380	5400		Maintenanc Leases & Rentals	1,000	1,000	0.00	0.00	0.00	1,000.00	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	19,350.91	126.42	0.00	15,649.09	55.30
43200	10000380	6008		Maintenanc Vehicle Fuel	4,800	4,800	2,226.75	0.00	0.00	2,573.25	46.40
43200	10000380	8200		Maintenanc Capital Outlay Adds	0	4,000	0.00	0.00	0.00	4,000.00	0.00
10000380 Total	General Property Maintenance				433,393	437,393	273,152.73	15,630.89	54,359.39	109,880.88	74.88
43200	10000890	3000		JGC Maintenanc Purchased Servi	25,000	25,000	3,562.46	0.00	0.00	21,437.54	14.20
43200	10000890	3320		JGC Maint Contracts	10,000	10,000	4,255.13	60.79	2,369.36	3,375.51	66.20
43200	10000890	3340		JGC Maintenanc Custodial Contr	26,000	26,000	20,991.42	0.00	0.00	5,008.58	80.70
43200	10000890	5110		JGC Maintenanc Electric	35,000	35,000	20,738.79	2,575.80	0.00	14,261.21	59.30
43200	10000890	5120		JGC Maintenanc Heating	5,500	5,500	3,059.23	0.00	0.00	2,440.77	55.60
43200	10000890	5130		JGC Maintenanc Water & Sewer	1,500	1,500	812.19	0.00	0.00	687.81	54.10
43200	10000890	6000		JGC Maintenanc Materials & Sup	3,500	3,500	523.76	225.84	0.00	2,976.24	15.00
10000890 Total	Maintenance 101 Chalmers Court				106,500	106,500	53,942.98	2,862.43	2,369.36	50,187.66	52.88
43200	10000900	3000		Maintenanc Purchased Services	7,250	7,250	1,477.28	0.00	400.00	5,372.72	25.90
43200	10000900	3320		Maintenanc Maint Contracts	3,500	3,500	4,484.25	0.00	0.00	-984.25	128.10
43200	10000900	5110		Maintenanc Electric	12,100	12,100	6,814.60	731.37	0.00	5,285.40	56.30

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43200	10000900	5120		Maintenanc Heating	1,600	1,600	943.34	11.30	1,000.00	-343.34	121.50
43200	10000900	5130		Maintenanc Water & Sewer	3,750	3,750	2,713.60	0.00	0.00	1,036.40	72.40
43200	10000900	6000		Maintenanc Materials & Supplie	1,500	1,500	1,391.39	0.00	0.00	108.61	92.80
	10000900	Total	Maintenance 100N Ch St/Radio T		29,700	29,700	17,824.46	742.67	1,400.00	10,475.54	64.73
43200	10000910	3000		Maintenanc Purchased Services	4,000	4,000	1,688.11	0.00	0.00	2,311.89	42.20
43200	10000910	3320		Maintenanc Maint Contracts	2,000	2,000	3,104.50	0.00	0.00	-1,104.50	155.20
43200	10000910	5110		Maintenanc Electric	30,000	30,000	17,656.83	2,391.63	0.00	12,343.17	58.90
43200	10000910	6000		Maintenanc Materials & Supplie	1,000	1,000	2,403.48	0.00	0.00	-1,403.48	240.30
	10000910	Total	Maintenance 102 N Church St		37,000	37,000	24,852.92	2,391.63	0.00	12,147.08	67.17
43200	10000920	3000		Maintenanc Purchased Services	11,000	11,000	14,692.44	0.00	0.00	-3,692.44	133.60
43200	10000920	3320		Maintenanc Maint Contracts	2,100	2,100	3,536.50	0.00	0.00	-1,436.50	168.40
43200	10000920	5110		Maintenanc Electric	11,271	11,271	6,930.34	867.13	0.00	4,340.66	61.50
43200	10000920	5120		Maintenanc Heating	3,500	3,500	1,980.58	0.00	0.00	1,519.42	56.60
43200	10000920	5130		Maintenanc Water & Sewer	750	750	787.40	0.00	0.00	-37.40	105.00
43200	10000920	6000		Maintenanc Materials & Supplie	1,500	1,500	555.39	17.28	0.00	944.61	37.00
	10000920	Total	Maintenance 104/106 N Church S		30,121	30,121	28,482.65	884.41	0.00	1,638.35	94.56
43200	10000930	3000		Maintenanc Purchased Services	5,000	5,000	8,174.92	0.00	0.00	-3,174.92	163.50
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	5,500	5,500	4,029.85	467.36	0.00	1,470.15	73.30
43200	10000930	5120		Maintenanc Heating	6,000	6,000	5,597.56	2,632.00	6,000.00	-5,597.56	193.30
43200	10000930	5130		Maintenanc Water & Sewer	500	500	0.00	0.00	0.00	500.00	0.00
43200	10000930	6000		Maintenanc Materials & Supplie	1,000	1,000	41.88	0.00	0.00	958.12	4.20
	10000930	Total	Maintenance 225 Ramsburg Ln		18,650	18,650	20,614.21	3,099.36	6,000.00	-7,964.21	142.70
43200	10000940	3000		Maintenanc Purchased Services	2,500	2,500	310.16	0.00	0.00	2,189.84	12.40
43200	10000940	3320		Maintenanc Maint Contracts	500	500	742.00	0.00	0.00	-242.00	148.40
43200	10000940	5110		Maintenanc Electric	1,500	1,500	1,189.59	84.57	0.00	310.41	79.30
43200	10000940	5120		Maintenanc Heating	2,500	2,500	292.62	0.00	0.00	2,207.38	11.70
43200	10000940	6000		Maintenanc Materials & Supplie	750	750	317.77	0.00	0.00	432.23	42.40
	10000940	Total	Maintenance 524 Westood Rd		7,750	7,750	2,852.14	84.57	0.00	4,897.86	36.80
43200	10000950	3000		Maintenanc Purchased Services	12,500	12,500	12,065.75	0.00	202.69	231.56	98.10
43200	10000950	3320		Maintenanc Maint Contracts	1,500	1,500	3,610.00	0.00	0.00	-2,110.00	240.70
43200	10000950	3340		Maintenance Custodial Contract	3,500	3,500	765.60	0.00	0.00	2,734.40	21.90
43200	10000950	5110		Maintenanc Electric	25,250	25,250	19,625.84	2,107.59	0.00	5,624.16	77.70
43200	10000950	5120		Maintenanc Heating	5,000	5,000	2,859.80	0.00	0.00	2,140.20	57.20
43200	10000950	5130		Maintenanc Water & Sewer	2,000	2,000	969.00	0.00	0.00	1,031.00	48.50
43200	10000950	6000		Maintenanc Materials & Supplie	6,000	6,000	482.60	0.00	0.00	5,517.40	8.00
	10000950	Total	Maint 225 Al Smith Cir Rec Ctr		55,750	55,750	40,378.59	2,107.59	202.69	15,168.72	72.79
43200	10000960	3000		Maintenanc Purchased Services	20,000	20,000	7,612.97	0.00	0.00	12,387.03	38.10
43200	10000960	5110		Maintenanc Electric	5,000	5,000	2,323.10	292.13	0.00	2,676.90	46.50
43200	10000960	5130		Maintenanc Water & Sewer	2,700	2,700	1,312.80	0.00	0.00	1,387.20	48.60
43200	10000960	6000		Maintenanc Materials & Supplie	6,000	6,000	1,532.24	1,162.00	0.00	4,467.76	25.50
	10000960	Total	Maint 225 Al Smith Cir Ofc/Gro		33,700	33,700	12,781.11	1,454.13	0.00	20,918.89	37.93
43200	10000970	3000		Maintenanc Purchased Services	9,500	9,500	278.66	0.00	0.00	9,221.34	2.90
43200	10000970	5110		Maintenanc Electric	6,000	6,000	4,489.23	134.87	0.00	1,510.77	74.80
43200	10000970	5130		Maintenanc Water & Sewer	22,000	22,000	4,911.40	0.00	0.00	17,088.60	22.30
43200	10000970	6000		Maintenanc Materials & Supplie	5,000	5,000	325.08	0.00	0.00	4,674.92	6.50
	10000970	Total	Maint 225 Al Smith Cir Pool		42,500	42,500	10,004.37	134.87	0.00	32,495.63	23.54
43200	10000980	3000		Maintenanc Purchased Services	750	750	339.60	0.00	0.00	410.40	45.30
43200	10000980	5110		Maintenanc Electric	1,040	1,040	201.29	24.42	0.00	838.71	19.40
43200	10000980	6000		Maintenanc Materials & Supplie	5,000	5,000	131.72	0.00	1,990.00	2,878.28	42.40
	10000980	Total	Maint 225 Al Smith Cir Basebal		6,790	6,790	672.61	24.42	1,990.00	4,127.39	39.21
43200	10000990	3000		Maintenanc Purchased Services	1,300	1,300	1,409.63	0.00	0.00	-109.63	108.40
43200	10000990	5110		Maintenanc Electric	500	500	413.52	43.97	0.00	86.48	82.70
43200	10000990	6000		Maintenanc Materials & Supplie	8,500	8,500	4,037.66	0.00	0.00	4,462.34	47.50
	10000990	Total	Maint 225 Al Smith Cir Soccer		10,300	10,300	5,860.81	43.97	0.00	4,439.19	56.90
43200	10000995	3000		Maint 106 N Church-Purch Svcs	0	0	200.50	0.00	0.00	-200.50	100.00
43200	10000995	3320		Maintenanc Maint Contracts	250	250	382.50	0.00	0.00	-132.50	153.00
43200	10000995	6000		Maintenance Mtls and Supplies	1,000	1,000	0.00	0.00	0.00	1,000.00	0.00
	10000995	Total	Maint - 106N Church Old Comm At		1,250	1,250	583.00	0.00	0.00	667.00	46.64
43200	10000991	5110		Maint Kohn Prop-Elec Svcs	0	0	21.00	21.00	0.00	-21.00	100.00
	10000991	Total	Kohn Property		0	0	21.00	21.00	0.00	-21.00	100.00
43200	10001000	3000		Maintenanc Purchased Services	750	750	0.00	0.00	0.00	750.00	0.00
43200	10001000	6000		Maintenanc Materials & Supplie	500	500	0.00	0.00	0.00	500.00	0.00
	10001000	Total	Maintenance 32 E Main St		1,250	1,250	0.00	0.00	0.00	1,250.00	0.00
43200	10001010	3000		Maintenanc Purchased Services	5,000	5,000	0.00	0.00	0.00	5,000.00	0.00
43200	10001010	3320		Maintenanc Maint Contracts	0	0	432.00	0.00	0.00	-432.00	100.00
43200	10001010	6000		Maintenanc Materials & Supplie	500	500	135.82	0.00	0.00	364.18	27.20
	10001010	Total	Maintenance 36 E Main St		5,500	5,500	567.82	0.00	0.00	4,932.18	10.32
43200	10001020	3000		Maintenanc Purchased Services	8,000	8,000	1,390.78	0.00	0.00	6,609.22	17.40
43200	10001020	3320		Maintenanc Maint Contracts	2,000	2,000	2,976.50	0.00	293.78	-1,270.28	163.50
43200	10001020	3340		Maintenanc Custodial Contracts	0	0	2,644.03	0.00	0.00	-2,644.03	100.00

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43200	10001020	5110		Maintenanc Electric	11,000	11,000	5,297.71	660.60	0.00	5,702.29	48.20
43200	10001020	5130		Maintenanc Water & Sewer	1,200	1,200	635.00	0.00	0.00	565.00	52.90
43200	10001020	6000		Maintenanc Materials & Supplie	1,000	1,000	1,231.44	0.00	0.00	-231.44	123.10
	10001020	Total	Maintenance 311 E Main St		23,200	23,200	14,175.46	660.60	293.78	8,730.76	62.37
43200	10001410	3000		Maintenanc Purchased Services	2,500	2,500	280.41	0.00	0.00	2,219.59	11.20
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	1,759.25	199.22	0.00	1,240.75	58.60
43200	10001410	5120		Maintenanc Heating	2,500	2,500	1,953.05	0.00	2,500.00	-1,953.05	178.10
43200	10001410	5130		Maintenanc Water & Sewer	250	250	459.00	0.00	0.00	-209.00	183.60
43200	10001410	6000		Maintenanc Materials & Supplie	1,500	1,500	312.93	0.00	0.00	1,187.07	20.90
	10001410	Total	Maintenance 129 Ramsburg Ln		10,500	10,500	5,105.64	199.22	2,500.00	2,894.36	72.43
43200 Total	General Property Maintenance				853,854	857,854	511,872.50	30,341.76	69,115.22	276,866.28	67.73
51100	10000385	5600		Local Health Dept Contribution	221,909	221,909	110,954.50	0.00	0.00	110,954.50	50.00
51100 Total	Local Health Department				221,909	221,909	110,954.50	0.00	0.00	110,954.50	50.00
51200	10000390	5600		Our Health Entity Gift	6,500	6,500	6,500.00	0.00	0.00	0.00	100.00
51200 Total	Our Health				6,500	6,500	6,500.00	0.00	0.00	0.00	100.00
52400	10000395	5600		N Shen Vally Sub Abuse Coal Co	15,000	15,000	11,250.00	0.00	0.00	3,750.00	75.00
52400 Total	N Shen Valley Subst Abuse Coal				15,000	15,000	11,250.00	0.00	0.00	3,750.00	75.00
52500	10000400	5600		NW Community Svc Entity Gift	90,000	90,000	67,500.00	0.00	0.00	22,500.00	75.00
52500 Total	Northwestern Community Svcs				90,000	90,000	67,500.00	0.00	0.00	22,500.00	75.00
52800	10000410	5600		Concern Hotline Entity Gift	750	750	750.00	0.00	0.00	0.00	100.00
52800 Total	Concern Hotline				750	750	750.00	0.00	0.00	0.00	100.00
52900	10000420	5600		NW Works Entity Gift	1,000	1,000	0.00	0.00	0.00	1,000.00	0.00
52900 Total	NW Works				1,000	1,000	0.00	0.00	0.00	1,000.00	0.00
53230	10000430	5600		SAAA EntityGift	40,000	40,000	30,000.00	0.00	0.00	10,000.00	75.00
53230 Total	Shenandoah Area Agency on Agin				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	14,476.50	9,651.00	0.00	4,825.50	75.00
53240 Total	Loudoun Transit Service				19,302	19,302	14,476.50	9,651.00	0.00	4,825.50	75.00
53250	10000445	5600		FISH of Clarke County Contr	1,000	1,000	1,000.00	0.00	0.00	0.00	100.00
53250 Total	FISH of Clarke County				1,000	1,000	1,000.00	0.00	0.00	0.00	100.00
53600	10000450	5600		Access Independence Contr	1,000	1,000	0.00	0.00	0.00	1,000.00	0.00
53600 Total	Access Independence				1,000	1,000	0.00	0.00	0.00	1,000.00	0.00
53700	10000460	5600		Laurel Center Contribution	2,500	2,500	0.00	0.00	0.00	2,500.00	0.00
53700 Total	The Laurel Ctr (Women's Shltr)				2,500	2,500	0.00	0.00	0.00	2,500.00	0.00
53710	10000465	5600		Tax Relief for the Elderly	212,501	212,501	0.00	0.00	0.00	212,501.00	0.00
53710 Total	Tax Relief for the Elderly				212,501	212,501	0.00	0.00	0.00	212,501.00	0.00
69100	10000470	5600		Lord FairfaxComm College Cont	15,788	15,788	11,841.00	0.00	0.00	3,947.00	75.00
69100 Total	Lord Fairfax Community College				15,788	15,788	11,841.00	0.00	0.00	3,947.00	75.00
71100	10000480	1100		Parks Adm Salaries	291,397	291,397	217,394.28	24,154.92	72,464.76	1,537.96	99.50
71100	10000480	1300		Parks Adm Part Time Salaries	16,340	16,340	12,819.45	240.00	0.00	3,520.55	78.50
71100	10000480	2100		Parks Adm FICA	21,897	21,897	16,595.16	1,777.66	5,284.20	17.64	99.90
71100	10000480	2210		Parks Adm VRS Plans 1&2	22,311	22,311	18,456.93	2,050.77	6,152.26	-2,298.19	110.30
71100	10000480	2220		Parks Adm VRS Benefits -Hybrid	2,428	2,428	0.00	0.00	0.00	2,428.00	0.00
71100	10000480	2300		Parks Adm Health Ins	45,067	45,067	26,985.18	2,848.30	11,298.54	6,783.28	84.90
71100	10000480	2400		Parks Adm Life Insurance	3,818	3,818	2,847.78	316.42	949.28	20.94	99.50
71100	10000480	2510		Parks Adm Disab Ins - Hybrid	169	169	0.00	0.00	0.00	169.00	0.00
71100	10000480	2700		Parks Adm Workers Comp	11,200	11,200	7,281.00	0.00	0.00	3,919.00	65.00
71100	10000480	3000		Parks Adm Purchased Services	0	0	430.98	0.00	0.00	-430.98	100.00
71100	10000480	3180		Parks Adm Credit Card Fees	4,000	4,000	3,522.83	0.00	0.00	477.17	88.10
71100	10000480	3320		Parks Adm Maint Contracts	6,324	6,324	963.70	122.32	2,086.30	3,274.00	48.20
71100	10000480	3500		Parks Adm Printing & Binding	513	513	0.00	0.00	0.00	513.00	0.00
71100	10000480	3600		Parks Adm Advertising	1,176	1,176	417.00	417.00	0.00	759.00	35.50
71100	10000480	5210		Parks Adm Postal Svcs	1,432	1,432	569.37	118.54	0.00	862.63	39.80
71100	10000480	5230		Parks Adm Telephone	1,000	1,000	647.32	77.56	0.00	352.68	64.70
71100	10000480	5400		Parks Adm Leases & Rentals	530	530	21.92	16.20	0.00	508.08	4.10
71100	10000480	5500		Parks Adm Travel	1,800	1,800	320.75	0.00	0.00	1,479.25	17.80
71100	10000480	5810		Parks Adm Dues Subscr & Memb	2,248	2,248	275.00	0.00	0.00	1,973.00	12.20
71100	10000480	6000		Parks Adm Materials & Supplies	5,156	5,156	1,446.35	93.63	0.00	3,709.65	28.10
71100	10000480	6008		Parks Adm Vehicle Fuel	700	700	229.31	0.00	0.00	470.69	32.80
71100	10000480	6011		Parks Adm Clothing	1,100	1,100	352.90	0.00	0.00	747.10	32.10
71100 Total	Parks Administration				440,606	440,606	311,577.21	32,233.32	98,235.34	30,793.45	93.01
71310	10000490	1100		Rec Center Salaries	48,916	48,916	36,823.89	4,084.42	12,253.26	-161.15	100.30
71310	10000490	1300		Rec Center Part Time Salaries	30,783	30,783	18,548.29	3,218.45	0.00	12,234.71	60.30
71310	10000490	2100		Rec Center FICA	6,051	6,051	4,204.50	555.16	925.82	920.68	84.80
71310	10000490	2210		Rec Center VRS Plans 1&2	4,153	4,153	3,120.93	346.77	1,040.30	-8.23	100.20
71310	10000490	2300		Rec Center Health Ins	6,836	6,836	5,126.94	569.66	1,712.82	-3.76	100.10
71310	10000490	2400		Rec Center Life Insurance	641	641	481.59	53.51	160.52	-1.11	100.20
71310	10000490	2700		Rec Center Workers Comp	1,250	1,250	1,691.00	0.00	0.00	-441.00	135.30
71310	10000490	3500		Rec Center Printing & Binding	0	0	18.45	0.00	0.00	-18.45	100.00
71310	10000490	3600		Rec Center Advertising	400	400	100.95	0.00	0.00	299.05	25.20
71310	10000490	5830		Rec Center Refunds	600	600	695.16	0.00	0.00	-95.16	115.90

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71310	10000490	6000		Rec Center Materials & Supplie	6,500	6,500	2,791.11	248.35	0.00	3,708.89	42.90
71310	10000490	6012		Rec Center Merch for Resale	3,000	3,000	876.64	180.85	0.00	2,123.36	29.20
71310 Total	Recreation Center				109,130	109,130	74,479.45	9,257.17	16,092.72	18,557.83	82.99
71320	10000500	1200		Pool Overtime	0	0	802.69	0.00	0.00	-802.69	100.00
71320	10000500	1300		Pool Part Time Salaries	61,546	61,546	35,214.62	0.00	0.00	26,331.38	57.20
71320	10000500	2100		Pool FICA	4,708	4,708	2,749.47	0.00	0.00	1,958.53	58.40
71320	10000500	2300		Pool Health Ins	0	0	90.82	0.00	0.00	-90.82	100.00
71320	10000500	3000		Pool Purchased Services	1,500	1,500	35.00	0.00	0.00	1,465.00	2.30
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	1,150.00	0.00	0.00	-150.00	115.00
71320	10000500	5830		Pool Refunds	680	680	210.00	0.00	0.00	470.00	30.90
71320	10000500	6000		Pool Materials & Supplies	2,000	2,000	628.62	0.00	0.00	1,371.38	31.40
71320	10000500	6011		Pool Clothing	1,010	1,010	70.00	0.00	0.00	940.00	6.90
71320	10000500	6012		Pool Merch for Resale	1,420	1,420	340.00	0.00	0.00	1,080.00	23.90
71320	10000500	6026		Pool Chemicals	10,000	10,000	2,325.57	0.00	0.00	7,674.43	23.30
71320 Total	Swimming Pool				84,214	84,214	43,616.79	0.00	0.00	40,597.21	51.79
71350	10000510	1100		Programs Salaries	37,566	37,566	28,292.22	3,143.58	9,430.74	-156.96	100.40
71350	10000510	1300		Programs Part Time Salaries	85,782	85,782	46,395.41	4,499.45	0.00	39,386.59	54.10
71350	10000510	2100		Programs FICA	9,466	9,466	5,646.21	577.14	721.46	3,098.33	67.30
71350	10000510	2210		Programs VRS Plans 1&2	3,189	3,189	2,402.01	266.89	800.67	-13.68	100.40
71350	10000510	2300		Programs Health Ins	6,836	6,836	5,168.95	582.73	1,711.56	-44.51	100.70
71350	10000510	2400		Programs Life Insurance	492	492	370.62	41.18	123.54	-2.16	100.40
71350	10000510	2700		Programs Workers Comp	1,000	1,000	2,623.00	0.00	0.00	-1,623.00	262.30
71350	10000510	3000		Programs Purchased Services	54,000	54,000	23,617.16	3,438.45	28,963.21	1,419.63	97.40
71350	10000510	3500		Programs Printing & Binding	7,000	7,000	2,614.00	0.00	4,393.00	-7.00	100.10
71350	10000510	3600		Programs Advertising	2,000	2,000	624.40	50.00	0.00	1,375.60	31.20
71350	10000510	5210		Programs Postal Svcs	100	100	38.53	0.00	0.00	61.47	38.50
71350	10000510	5400		Programs Leases & Rentals	300	300	0.00	0.00	0.00	300.00	0.00
71350	10000510	5500		Programs Travel	1,000	1,000	114.00	0.00	0.00	886.00	11.40
71350	10000510	5560		Programs Group Trip	5,600	5,600	2,266.06	0.00	870.00	2,463.94	56.00
71350	10000510	5810		Programs Dues Subscr & Memb	1,400	1,400	856.66	168.66	0.00	543.34	61.20
71350	10000510	5830		Programs Refunds	4,500	4,500	3,603.38	231.00	0.00	896.62	80.10
71350	10000510	6000		Programs Materials & Supplies	12,500	12,500	5,585.28	827.88	0.00	6,914.72	44.70
71350	10000510	6011		Programs Clothing	1,500	1,500	331.45	0.00	0.00	1,168.55	22.10
71350	10000510	6012		Programs Merch for Resale	7,196	7,196	4,883.32	4,821.00	4,821.00	-2,508.32	134.90
71350 Total	Programs				241,427	241,427	135,432.66	18,647.96	51,835.18	54,159.16	77.57
71360	10000520	1300		Concession Part Time Salaries	4,208	4,208	2,712.31	0.00	0.00	1,495.69	64.50
71360	10000520	2100		Concession FICA	322	322	207.51	0.00	0.00	114.49	64.40
71360	10000520	6000		Concession Materials & Supplie	100	100	0.00	0.00	0.00	100.00	0.00
71360	10000520	6012		Concession Merch for Resale	10,700	10,700	4,458.35	0.00	0.00	6,241.65	41.70
71360 Total	Concession Stand				15,330	15,330	7,378.17	0.00	0.00	7,951.83	48.13
72240	10000527	5600		Barns of Rose Hill Contr	5,000	5,000	0.00	0.00	0.00	5,000.00	0.00
72240 Total	Barns of Rose Hill				5,000	5,000	0.00	0.00	0.00	5,000.00	0.00
72700	10000530	5600		VA Comm for Arts Contr	10,000	9,000	9,000.00	0.00	0.00	0.00	100.00
72700 Total	VA Commission for the Arts				10,000	9,000	9,000.00	0.00	0.00	0.00	100.00
73200	10000540	5600		Handley Regional Library Contr	223,757	223,757	167,817.75	0.00	0.00	55,939.25	75.00
73200 Total	Handley Regional Library				223,757	223,757	167,817.75	0.00	0.00	55,939.25	75.00
81110	10000550	1100		Plan Adm Salaries	282,890	282,890	218,965.86	24,329.54	72,988.63	-9,064.49	103.20
81110	10000550	2100		Plan Adm FICA	21,412	21,412	16,615.47	1,844.92	5,558.22	-761.69	103.60
81110	10000550	2210		Plan Adm VRS Plans 1&2	24,018	24,018	18,013.14	2,001.46	6,004.35	0.51	100.00
81110	10000550	2220		Plan Adm VRS Hybrid	0	0	577.08	64.12	192.37	-769.45	100.00
81110	10000550	2300		Plan Adm Health Ins	20,508	20,508	16,406.19	1,822.91	5,525.00	-1,423.19	106.90
81110	10000550	2400		Plan Adm Life Insurance	3,706	3,706	2,868.39	318.71	956.15	-118.54	103.20
81110	10000550	2510		Plan Adm Disab Ins - Hybrid	0	0	40.14	4.46	13.37	-53.51	100.00
81110	10000550	2700		Plan Adm Workers Comp	7,050	7,050	6,565.00	0.00	0.00	485.00	93.10
81110	10000550	3000		Plan Adm Purchased Services	15,000	15,000	12,660.00	2,902.50	0.00	2,340.00	84.40
81110	10000550	3140		Plan Adm Engineer & Architect	5,000	5,000	4,457.65	0.00	0.00	542.35	89.20
81110	10000550	3140	PTPLN	Plan Adm Pass Thru Eng Fees	10,000	10,000	5,100.00	1,100.00	0.00	4,900.00	51.00
81110	10000550	3320		Plan Adm Maint Contracts	1,000	1,000	1,420.94	738.20	136.06	-557.00	155.70
81110	10000550	3500		Plan Adm Printing & Binding	1,500	2,886	1,657.88	0.00	0.00	1,228.12	57.40
81110	10000550	5210		Plan Adm Postal Svcs	1,200	1,200	463.94	17.56	0.00	736.06	38.70
81110	10000550	5230		Plan Adm Telephone	400	400	249.31	43.38	0.00	150.69	62.30
81110	10000550	5500		Plan Adm Travel	1,000	1,000	0.00	0.00	0.00	1,000.00	0.00
81110	10000550	5510		Plan Adm Local Mileage	1,000	1,000	373.84	0.00	0.00	626.16	37.40
81110	10000550	5810		Plan Adm Dues Subscr & Memb	300	300	0.00	0.00	0.00	300.00	0.00
81110	10000550	6000		Plan Adm Materials & Supplies	2,500	2,500	1,470.42	313.75	0.00	1,029.58	58.80
81110	10000550	6000	RBP15	Plan Adm Materials & Supplies	200	200	0.00	0.00	0.00	200.00	0.00
	10000550 Total	Planning Administration			398,684	400,070	307,905.25	35,501.51	91,374.15	790.60	99.80
81110	10001602	3000		VA DHR LocGov Grant StPur Svcs	0	6,866	0.00	0.00	0.00	6,866.00	0.00
10001602 Total	VA DHR LocGov Grant-Stabl Prgm				0	6,866	0.00	0.00	0.00	6,866.00	0.00
81110 Total	Planning Administration				398,684	406,936	307,905.25	35,501.51	91,374.15	7,656.60	98.12

Clarke County
YTD Budget Report
March 31, 2018

FUNCTION	ORG	OBJ	PROJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	% USED
81120	10000560	1300		Plan Com Part Time Salaries	500	500	600.00	100.00	0.00	-100.00	120.00
81120	10000560	2100		Plan Com FICA	38	38	38.54	6.46	0.00	-0.54	101.40
81120	10000560	3160		Plan Com Board Member Fees	8,000	8,000	6,007.40	850.00	0.00	1,992.60	75.10
81120	10000560	3600		Plan Com Advertising	4,000	4,000	800.80	0.00	0.00	3,199.20	20.00
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	1,750	1,750	0.00	0.00	0.00	1,750.00	0.00
81120 Total	Planning Commission				14,388	14,388	7,446.74	956.46	0.00	6,941.26	51.76
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	900	900	100.00	0.00	0.00	800.00	11.10
81130	10000570	3600		BryDevAuth Advertising	300	300	0.00	0.00	0.00	300.00	0.00
81130	10000570	5210		BryDevAuth Postal Svcs	100	100	0.00	0.00	0.00	100.00	0.00
81130 Total	Berryville Dev Authority				2,300	2,300	100.00	0.00	0.00	2,200.00	4.35
81140	10000580	5600		Regional Airport Auth Contr	2,500	2,500	1,875.00	0.00	0.00	625.00	75.00
81140 Total	Regional Airport Authority				2,500	2,500	1,875.00	0.00	0.00	625.00	75.00
81310	10000590	5600		Help with Housing Contrib	2,500	2,500	2,500.00	0.00	0.00	0.00	100.00
81310 Total	Housing Services				2,500	2,500	2,500.00	0.00	0.00	0.00	100.00
81400	10000600	1300		BrdZonApp Part Time Salaries	250	250	0.00	0.00	0.00	250.00	0.00
81400	10000600	2100		BrdZonApp FICA	19	19	0.00	0.00	0.00	19.00	0.00
81400	10000600	3000		BrdZonApp Purchased Services	2,000	2,000	5,222.50	0.00	0.00	-3,222.50	261.10
81400	10000600	3160		BrdZonApp Board Member Fees	500	500	225.00	0.00	0.00	275.00	45.00
81400	10000600	3600		BrdZonApp Advertising	700	700	986.70	0.00	0.00	-286.70	141.00
81400	10000600	5210		BrdZonApp Postal Svcs	50	50	0.00	0.00	0.00	50.00	0.00
81400 Total	Board of Zoning Appeals				3,519	3,519	6,434.20	0.00	0.00	-2,915.20	182.84
81510	10000610	3000		Econ Dev Purchased Services	55,000	55,000	23,640.50	3,022.50	0.00	31,359.50	43.00
81510	10000610	3320		Econ Dev Maint Svc Contracts	1,050	1,050	1,050.00	150.00	600.00	-600.00	157.10
81510	10000610	5230		Econ Dev Telephone	600	600	336.35	42.10	173.65	90.00	85.00
81510	10000610	5500		Econ Dev Travel	200	200	645.01	0.00	0.00	-445.01	322.50
81510	10000610	5800		Econ Dev Miscellaneous Expendi	2,000	2,000	0.00	0.00	0.00	2,000.00	0.00
81510	10000610	5810		Econ Dev Dues Subscr & Memb	1,725	1,725	10,500.00	0.00	0.00	-8,775.00	608.70
81510	10000610	6000		Econ Dev Materials & Supplies	1,000	1,000	544.25	0.00	0.00	455.75	54.40
81510 Total	Office of Economic Development				61,575	61,575	36,716.11	3,214.60	773.65	24,085.24	60.88
81530	10000620	5600		Small Bus Dev Ctr Contrib	1,500	1,500	1,500.00	0.00	0.00	0.00	100.00
81530 Total	Small Business Dev Center				1,500	1,500	1,500.00	0.00	0.00	0.00	100.00
81540	10000630	5600		Blandy Exp Farm Contrib	3,000	3,000	3,000.00	0.00	0.00	0.00	100.00
81540 Total	Blandy Experimental Farm				3,000	3,000	3,000.00	0.00	0.00	0.00	100.00
81550	10000635	5600		B'ville Main St Contribution	2,500	2,500	2,500.00	0.00	0.00	0.00	100.00
81550 Total	Berryville Main Street				2,500	2,500	2,500.00	0.00	0.00	0.00	100.00
81800	10000640	1300		HstPrvCom Part Time Salaries	0	0	25.00	0.00	0.00	-25.00	100.00
81800	10000640	2100		HstPrvCom FICA	0	0	1.91	0.00	0.00	-1.91	100.00
81800	10000640	3000		HstPrvCom Purchased Services	6,000	6,000	3,685.00	0.00	0.00	2,315.00	61.40
81800	10000640	3160		HstPrvCom Board Member Fees	1,000	1,000	425.00	0.00	0.00	575.00	42.50
81800	10000640	3600		HstPrvCom Advertising	300	300	543.40	0.00	0.00	-243.40	181.10
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 Total	Historic Preservation Comm				7,900	7,900	4,680.31	0.00	0.00	3,219.69	59.24
81910	10000650	5600		NSVRC EntityGift	10,273	10,273	8,763.19	0.00	0.00	1,509.81	85.30
81910 Total	Northern Shen Valley Reg Comm				10,273	10,273	8,763.19	0.00	0.00	1,509.81	85.30
82210	10000660	3000		Water Qual Purchased Services	30,000	30,000	15,000.00	0.00	15,000.00	0.00	100.00
82210 Total	Water Quality Management				30,000	30,000	15,000.00	0.00	15,000.00	0.00	100.00
82220	10000670	5600		Friends of Shenandoah Contr	3,000	3,000	3,000.00	0.00	0.00	0.00	100.00
82220 Total	Friends of the Shenandoah				3,000	3,000	3,000.00	0.00	0.00	0.00	100.00
82230	10000675	1300		BrdSepApp Part Time Salaries	200	200	0.00	0.00	0.00	200.00	0.00
82230	10000675	2100		BrdSepApp FICA	15	15	0.00	0.00	0.00	15.00	0.00
82230	10000675	3000		BrdSepApp Purchased Services	500	500	0.00	0.00	0.00	500.00	0.00
82230	10000675	3160		BrdSepApp Board Member Fees	250	250	75.00	75.00	0.00	175.00	30.00
82230	10000675	3600		BrdSepApp Advertising	500	500	0.00	0.00	0.00	500.00	0.00
82230	10000675	5210		BrdSepApp Postal Svcs	100	100	0.00	0.00	0.00	100.00	0.00
82230 Total	Board of Septic Appeals				1,565	1,565	75.00	75.00	0.00	1,490.00	4.79
82400	10000690	5600		Lord Fairfax S&W Contr	5,000	5,000	5,000.00	0.00	0.00	0.00	100.00
82400 Total	LF Soil & Water Cons Dist				5,000	5,000	5,000.00	0.00	0.00	0.00	100.00
82600	10000700	1300		Biosolids Part Time Salaries	5,100	5,100	824.01	0.00	0.00	4,275.99	16.20
82600	10000700	2100		Biosolids FICA	390	390	63.04	0.00	0.00	326.96	16.20
82600	10000700	2700		Biosolids Workers Comp	200	200	0.00	0.00	0.00	200.00	0.00
82600	10000700	5510		Biosolids Local Mileage	1,300	1,300	343.47	0.00	0.00	956.53	26.40
82600 Total	Bio-solids Application				6,990	6,990	1,230.52	0.00	0.00	5,759.48	17.60
83100	10000710	3320		Coop Ext Maint Contracts	0	0	233.88	0.00	0.00	-233.88	100.00
83100	10000710	3841		Coop Ext VPI Agent	41,412	41,412	13,976.26	0.00	0.00	27,435.74	33.70
83100	10000710	5210		Coop Ext Postal Svcs	100	100	0.00	0.00	0.00	100.00	0.00
83100	10000710	5230		Coop Ext Telephone	200	200	82.45	18.50	0.00	117.55	41.20
83100	10000710	5810		Coop Ext Dues Subscr & Memb	0	0	90.00	0.00	0.00	-90.00	100.00
83100	10000710	6000		Coop Ext Materials & Supplies	2,000	2,000	20.01	0.00	0.00	1,979.99	1.00

**Clarke County
YTD Budget Report
March 31, 2018**

FUNCTION	ORG	OBJ	PROJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	% USED
83100 Total	Cooperative Extension Program				43,712	43,712	14,402.60	18.50	0.00	29,309.40	32.95
83400	10000720	5600		4-H Center EntityGift	2,300	2,300	2,300.00	0.00	0.00	0.00	100.00
83400 Total	4-H Center				2,300	2,300	2,300.00	0.00	0.00	0.00	100.00
91600	10000730	1000		Reserve Personal	62,000	684	0.00	0.00	0.00	684.00	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	500	0.00	0.00	0.00	500.00	0.00
91600 Total	Contingency Reserves				112,000	36,184	0.00	0.00	0.00	36,184.00	0.00
Grand Total					10,174,186	10,236,967	7,127,198.01	580,924.44	1,498,740.84	1,611,028.15	84.26

Joint Administrative Services Board
March 26, 2018 Regular Meeting 10:00 am

At a regular meeting of the Joint Administrative Services Board held on Monday, March 26, 2018, at 10:00 am in the Meeting Room AB, Berryville Clarke County Government Center, 101 Chalmers Court, 2nd Floor, Berryville, Virginia.

Members Present: David Ash, Chuck Bishop, Sharon Keeler, Chip Schutte, David Weiss

Members Absent: None

Staff Present: Tom Judge, Brianna Taylor, Donna Peake

Others Present: None

1. Call to Order - Determination of Quorum

At 10:00 am, Chairman David Weiss called the meeting to order having determined that a quorum was present.

2. Approval of Minutes

Chuck Bishop, seconded by Sharon Keeler, moved to approve the February 26, 2018 minutes as presented. The motion carried by the following voice vote:

David Ash	- Absent
Chuck Bishop	- Aye
Sharon Keeler	- Aye
Chip Schutte	- Absent
David Weiss	- Aye

David Ash joined at 10:02 am

3. Purchasing Policy Proposed Amendments

Tom Judge explained the three proposed amendments to the General Terms and Conditions of the Purchasing Policy.

- o Page 61- Add Section F. Contractor is responsible for paying any and all taxes on any purchases that it directly makes
- o Page 69- Section F. Health Care Practitioner change from 2,000,000 per occurrence, 3,000,000 aggregate to \$2,350,000 per occurrence, \$7,050,000 aggregate
- o Page 72- Add Section G. Materials delivered shall be installed prior to invoicing, or else surety is to be provided.

Chip Schutte joined at 10:10 am.

David Ash, seconded by Chuck Bishop, moved to adopt the proposed amendments to the General Terms and Conditions of the Purchasing Policy. The motion carried by the following voice vote:

David Ash	- Aye
Chuck Bishop	- Aye
Sharon Keeler	- Aye
Chip Schutte	- Aye
David Weiss	- Aye

4. ERP Update

Tom Judge stated-

- o Training was held last week but conversions were not properly communicated so training was done on old data.
- o Staff (Gordon, Tom, Sharon, and Donna) met last Friday and discussed the status of the project. The conversions and forms were the key things that would cause problems.
- o Contacted Tyler last Friday afternoon and they agree. Discussed postponing to Go Live June 26th- 28th, 2018. With follow up training from Tyler in late July.
- o This would give few more months to train on our own and communicate with Tyler with any issues that are found.

Sharon Keeler stated that postponing would allow for her staff to have training days actually working in Tyler training ourselves. Staff would log in individually so that they can make sure that all the permissions are correct. She also mentioned that it might help if we could budget in for dual monitors for each desk because there are many pages that need to be flipped through and being able to do split screen would be helpful.

Donna Peake stated that it would help in her office as well to train individually to make sure permissions are there where needed.

Sharon Keeler, seconded by Chip Schutte, moved to postpone the Go Live date to June 26th, 2018. The motion carried by the following voice vote:

David Ash	- Aye
Chuck Bishop	- Aye
Sharon Keeler	- Aye
Chip Schutte	- Aye
David Weiss	- Aye

5. Next Meeting

The next regularly scheduled meeting is set for April 23, 2018.

6. Adjournment

At 10:25 am, Chairman David Weiss adjourned the meeting

Minutes Recorded and Transcribed by Brianna R. Taylor

Government Projects Update

Miscellaneous Items

Board of Supervisors
Summary of Required Actions Status Report

<i>Year</i>	<i>Meeting/Letter Date</i>	<i>Item</i>	<i>Description</i>	<i>Responsibility</i>	<i>Status</i>	<i>Date Complete</i>	<i>Review Date</i>
2018	1/16/2018	2146	Update 2018 Priorities & Positions.	David Ash	In process		
2018	1/16/2018	2149	Update County Code CC-2018-01	Lora B. Walburn	Hold for CC-2018-02 Public Hearing March 20	3/28/2018	
2018	3/20/2018	2156	Process approved minutes.	Lora B. Walburn	Complete	3/23/2018	
2018	3/20/2018	2157	Process Lord Fairfax Health Department Locality Agreement	Lora B. Walburn	Complete	3/26/2018	
2018	3/20/2018	2158	Compile notice of appointment and update database	Lora B. Walburn	Complete	3/23/2018	
2018	3/20/2018	2159	Execute notice of appointment.	David Weiss	Complete	3/26/2018	
2018	3/20/2018	2160	Notify VDOT to look at the culvert for possible repair or removal at the cross over on Route 340 just south of the 340 Depot.	David Ash	Complete	3/20/2018	
2018	3/20/2018	2161	Request an update from VDOT on Raven Rock Road speed issues	David Ash	Complete	3/20/2018	
2018	3/20/2018	2162	Request from VDOT date of repair for Millwood Bridge on Route 723	David Ash	Complete	3/20/2018	
2018	3/20/2018	2163	Fix typographical errors on proposed 1862 Millwood Road Property resolution 2018-02R.	Lora B. Walburn	Complete	3/22/2018	
2018	3/20/2018	2164	Work with Robert Mitchell on preparing and providing notice to the property owner.	David Ash	Complete	3/26/2018	
2018	3/20/2018	2165	Update County Code CC 2018-02.	Lora B. Walburn	Complete	3/28/2018	

Upon completion, please provide status update to Lora Walburn for database entry.
April 17, 2018, Clarke County Board of Supervisors Regular Meeting Packet

Board Member Committee Status Reports

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

Clarke County Board of Supervisors

Adjournment

Clarke County Board of Supervisors

Reports:

1. Building Department
2. Commissioner of the Revenue
3. Fire & EMS
4. Handley Regional Library
5. Zoning and Subdivision Ordinance Update
Project Progress Report

Building Department - Clarke County
New Single Family Dwellings 2018

	Battletown	Berryville	Boyce	Chapel	Greenway	Longmarsh	TOTAL	COMMENTS
January	2						2	
February			2	1			3	
March	1	1		2	1	1	6	
April								
May								
June								
July								
August								
September								
October								
November								
December								
TOTAL							11	

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Clarke County
INSPECTION REPORT

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Building Inspections

INSPECTIONS PERFORMED: 03/01/18 to 03/31/18

INSPECTION	DATE	BY	RSLT	PROJECT	CITY	AREA	LOCATION	OWNER	INSP ID	T
Final Closing Mechan	03/01/18	BT	P	MechPer-R	BYC		11 WEST MAIN ST	BOYCE BAPTIST CHURCH PA	5484	A
Gas Tank	03/01/18	BT	P	Elec Per-C	CLK	GNWY	6004 JOHN MOSBY HWY	MCCONVILLE LESTER & CAT	5513	A
Gas Line Pressure Te	03/01/18	BT	P	Elec Per-C	CLK	GNWY	6004 JOHN MOSBY HWY	MCCONVILLE LESTER & CAT	5514	A
Final Closing Gas	03/01/18	BT	P	Elec Per-C	CLK	GNWY	6004 JOHN MOSBY HWY	MCCONVILLE LESTER & CAT	5528	A
Plumbing Groundworks	03/02/18	BT	P	NRSF	BVL	BVL	408 DELANY CT	RICHMOND AMERICAN HOMES	4505	A
Fireplace Flue	03/02/18	BT	P	NRSF	CLK	BLTN	235 ASHLEY WOODS LN	LUCERNONI WAYNE A & MAR	5523	A
Sewer Line	03/02/18	BT	P	NRSF	BVL	BVL	408 DELANY CT	RICHMOND AMERICAN HOMES	5524	A
Framing	03/02/18	BT	P	Rmdl Res	BVL	BVL	769 MCGUIRE CIR	GATCHELL DREW ALLYNSON	4760	A
Electrical Rough In	03/02/18	BT	P	Rmdl Res	BVL	BVL	769 MCGUIRE CIR	GATCHELL DREW ALLYNSON	5512	A
Gas Line	03/02/18	BT	P	Gas Per-R	BVL	BVL	210 RICE ST	SMITH DEBORAH A	5254	A
Electrical Rough In	03/02/18	BT	P	ELEC RES	BVL	BVL	210 RICE ST	SMITH DEBORAH A	5469	A
Water Line	03/02/18	BT	P	NRSF	BVL	BVL	408 DELANY CT	RICHMOND AMERICAN HOMES	5525	A
Framing	03/05/18	BT	P	Accessory	CLK	BLTN	19548 BLUE RIDGE MTN RD	MARK STIVERS	4370	A
Footings Porch/Deck	03/05/18	BT	P	NRSF			374 CLIFTON RD	WHITE SAMUEL STUART	5532	A
Insulation	03/05/18	BT	P	Rmdl Res	CLK	BLTN	19548 BLUE RIDGE MTN RD	MARK STIVERS	1704	A
Plumbing Rough In	03/05/18	BT	P	Rmdl Res	CLK	BLTN	19548 BLUE RIDGE MTN RD	MARK STIVERS	5531	A
Final Closing Mechan	03/05/18	BT	P	MechPer-R	BVL	CHPL	3624 SENSENY RD	CRIM NETTIE M	5085	A
Electrical Rough In	03/05/18	BT	P	Rmdl Res	BYC	CHPL	731 BISHOP MEADE RD	CRESCENT RIVER PROPERTI	5530	A
Final Closing Electr	03/05/18	BT	P	Rmdl Res	CLK	GNWY	169 JOHN MOSBY HWY	STEVE FLEMING	5526	A
Final Closing Buildi	03/05/18	BT	P	Rmdl Res	CLK	GNWY	169 JOHN MOSBY HWY	STEVE FLEMING	5527	A
Final Closing Electr	03/06/18	BT	P	Rmdl Res	BYC	CHPL	284 MILL LN	WILLIAMS, ANNE	5559	A
Final Closing Buildi	03/06/18	BT	P	Rmdl Res	BYC	CHPL	284 MILL LN	WILLIAMS, ANNE	5560	A
Final Closing Plumbi	03/06/18	BT	P	Rmdl Res	BYC	CHPL	284 MILL LN	WILLIAMS, ANNE	5534	A
Final Closing Electr	03/06/18	BT	F	Rmdl Res	BYC	CHPL	284 MILL LN	WILLIAMS, ANNE	5535	A
Final Closing Buildi	03/06/18	BT	F	Rmdl Res	BYC	CHPL	284 MILL LN	WILLIAMS, ANNE	5134	A
Final Closing Mechan	03/06/18	BT	P	MechPer-R	BVL	CHPL	6000 SENSENY RD	FELTNER WILBUR M & HELE	5309	A
Final Closing Electr	03/06/18	BT	P	ELEC RES	CLK	CHPL	6000 SENSENY RD	FELTNER WILBUR M & HELE	4280	A
Framing	03/06/18	BT	F	Rmdl Res	BYC	CHPL	731 BISHOP MEADE RD	CRESCENT RIVER PROPERTI	5489	A
Plumbing Groundworks	03/06/18	BT	P	NRSF	BVL	BVL	417 DELANY CT	RICHMOND AMERICAN HOMES	4826	A
Sewer Line	03/06/18	BT	P	NRSF	BVL	BVL	417 DELANY CT	RICHMOND AMERICAN HOMES	5540	A
Water Line	03/06/18	BT	P	NRSF	BVL	BVL	417 DELANY CT	RICHMOND AMERICAN HOMES	5541	A
Final Closing Electr	03/07/18	BT	P	Rmdl Comm	BVL	BVL	2 EAST MAIN ST	BANK OF CLARKE COUNTY	5562	A
Final Closing Buildi	03/07/18	BT	P	Rmdl Comm	BVL	BVL	2 EAST MAIN ST	BANK OF CLARKE COUNTY	4532	A
Gas Line Pressure Te	03/07/18	BT	P	NRSF	BVL	BVL	417 MADDEN ST	SILVER LAKE PROPERTIES	5558	A
Footings	03/07/18	BT	P	Deck/Porch	BYC	BYC	4 NORTH GREENWAY AVE	FRIESS DAVID W	4952	A
Framing	03/07/18	BT	P	Rmdl Res	BYC	CHPL	731 BISHOP MEADE RD	CRESCENT RIVER PROPERTI	5561	A
Electrical Rough In	03/08/18	BT	P	NRSF	BLMT		1221 BEECHWOOD LN	RUMEL INC	5603	A
Electric Service	03/08/18	BT	P	ELEC RES	BVL	BVL	213 JOSEPHINE ST	PAGE BARBARA J	5587	A
Framing	03/08/18	BT	P	NRSF	BLMT		1221 BEECHWOOD LN	RUMEL INC	4657	A
Plumbing Rough In	03/08/18	BT	P	NRSF	BLMT		1221 BEECHWOOD LN	RUMEL INC	4663	A
Mechanical Rough In	03/08/18	BT	P	NRSF	BLMT		1221 BEECHWOOD LN	RUMEL INC	4665	A
Final Closing Plumbi	03/09/18	BT	P	Rmdl Res	BVL	LNGM	1435 STRINGTOWN RD	THURMAN FARM LLC	5606	A
Meeting with Inspect	03/12/18	BT	P	Rmdl Res	BVL	BVL	795 MCGUIRE CIR	RUSSELL S. BROWN	5608	A
Gas Line	03/12/18	BT	P	Gas Per-R	WHPT	GNWY	1070 BERRYS FERRY RD	STOCK E KENDALL & LAURA	5565	A
Gas Line Pressure Te	03/12/18	BT	P	MechPer-R	BVL	BVL	104 LIBERTY ST	SAWYER RICHARD F	5604	A
Insulation	03/12/18	BT	P	Rmdl Res	BYC	CHPL	731 BISHOP MEADE RD	CRESCENT RIVER PROPERTI	5490	A
Gas Tank	03/12/18	BT	P	Gas Per-R	WHPT	GNWY	1070 BERRYS FERRY RD	STOCK E KENDALL & LAURA	5605	A
Final Closing Buildi	03/13/18	BT	P	Deck/Porch	BVL	CHPL	1555 LOCKES MILL RD	STONDS LC	5195	A
Insulation	03/13/18	BT	P	NRSF	BLMT		1221 BEECHWOOD LN	RUMEL INC	4658	A
Water Line	03/13/18	BT	P	NRSF	BLMT		1221 BEECHWOOD LN	RUMEL INC	5612	A
Footings	03/13/18	BT	P	Deck/Porch	BYC	CHPL	1983 MILLWOOD RD	SHILOH BAPTIST OF MILLW	5451	A
Ditch Electric	03/13/18	BT	P	Deck/Porch	CLK	BLTN	18099 RAVEN ROCKS RD	KIDBY SCOTT W & MELISSA	5621	A

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Clarke County
INSPECTION REPORT

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Building Inspections

INSPECTIONS PERFORMED: 03/01/18 to 03/31/18

INSPECTION	DATE	BY	RSLT	PROJECT	CITY	AREA	LOCATION	OWNER	INSP ID	T
Electrical Rough In	03/13/18	BT	P	Deck/Porch	CLK	BLTN	18099 RAVEN ROCKS RD	KIDBY SCOTT W & MELISSA	5622	A
Final Closing Electr	03/13/18	BT	F	Deck/Porch	CLK	BLTN	18099 RAVEN ROCKS RD	KIDBY SCOTT W & MELISSA	5623	A
Final Closing Buildi	03/14/18	BT	P	Rmdl Res	BVL	BVL	769 MCGUIRE CIR	GATCHELL DREW ALLYNSON	4762	A
Final Closing Electr	03/14/18	BT	P	Rmdl Res	BVL	BVL	769 MCGUIRE CIR	GATCHELL DREW ALLYNSON	5664	A
Plumbing Rough In	03/14/18	BT	P	Accessory	CLK	CHPL	482 PYLETOWN RD	HEATON KELLY B	5665	A
Final Closing Electr	03/14/18	BT	P	ELEC RES	BYC	GNWY	1848 SHENANDOAH RIVER LN	HAMMOCK JERRY L & LINDA	5611	A
Electrical Rough In	03/14/18	BT	P	Rmdl Res	BVL	LNGM	405 TRIPLE J RD	ZIERCHER JOHN R JR & K	5654	A
Framing	03/14/18	BT	P	Rmdl Res	BVL	LNGM	405 TRIPLE J RD	ZIERCHER JOHN R JR & K	5571	A
Plumbing Rough In	03/14/18	BT	P	Rmdl Res	BVL	LNGM	405 TRIPLE J RD	ZIERCHER JOHN R JR & K	5655	A
Insulation	03/15/18	BT	P	Rmdl Res	BVL	LNGM	405 TRIPLE J RD	ZIERCHER JOHN R JR & K	5572	A
Final Closing Mechan	03/15/18	BT	P	MechPer-R	BVL	LNGM	2445 KIMBLE RD	WOODYARD MAUDE I TRUSTE	5615	A
Gas Line Pressure Te	03/16/18	BT	P	Gas Per-C	BVL	BVL	516 JACK ENDERS BLVD	MC GEE HOLDINGS LLC	5619	A
Framing	03/16/18	BT	F	Rmdl Res	BVL	LNGM	144 DEER WOOD LN	ELIZABETH S. HARRINGTON	5667	A
Final Closing Plumbi	03/16/18	BT	P	PlumPer-R	BVL	BVL	312 HERMITAGE BLVD	DULEY MATTHEW T & ASHLE	5442	A
Electric Service	03/16/18	BT	P	ELEC RES	BYC	CHPL	1004 PYLETOWN RD	MASTERS GLENN	5674	A
Electrical Rough In	03/16/18	BT	P	Rmdl Res	BVL	LNGM	144 DEER WOOD LN	ELIZABETH S. HARRINGTON	5670	A
Plumbing Rough In	03/16/18	BT	P	Rmdl Res	BVL	LNGM	144 DEER WOOD LN	ELIZABETH S. HARRINGTON	5671	A
Framing	03/16/18	BT	P	Deck/Porch	BYC	BYC	4 NORTH GREENWAY AVE	FRIESS DAVID W	4953	A
Final Closing Mechan	03/20/18	BT	P	MechPer-R	BVL	BVL	300 DUNLAP DR	STANTON DONALD R & PATR	5539	A
Final Closing Electr	03/22/18	BT	P	NRSF	BVL	LNGM	315 POPE LN	POPE, JASON	4678	A
Final Closing Plumbi	03/22/18	BT	P	NRSF	BVL	LNGM	315 POPE LN	POPE, JASON	4681	A
Final Closing Mechan	03/22/18	BT	P	NRSF	BVL	LNGM	315 POPE LN	POPE, JASON	4683	A
Final Closing Electr	03/22/18	BT	P	Rmdl Res	BVL	LNGM	1435 STRINGTOWN RD	THURMAN FARM LLC	5695	A
Final Closing Buildi	03/22/18	BT	F	NRSF	BVL	LNGM	315 POPE LN	POPE, JASON	4684	A
Final Closing Gas	03/22/18	BT	P	Gas Per-C	BVL	BVL	516 JACK ENDERS BLVD	MC GEE HOLDINGS LLC	5620	A
Final Closing Plumbi	03/23/18	BT	F	PlumPer-R	BVL	BVL	506 MOSBY BLVD	SAXTON DAVID G & SUSAN	5686	A
Electric Service	03/23/18	BT	P	ELEC RES	BVL	LNGM	1375 WRIGHTS MILL RD	HENRY MELIUS	5703	A
Final Closing Electr	03/23/18	BT	P	Rmdl Res	BVL	BVL	109 SOUTH BUCKMARSH ST	HUGHES JULIE	2259	A
Final Closing Plumbi	03/23/18	BT	P	Rmdl Res	BVL	BVL	109 SOUTH BUCKMARSH ST	HUGHES JULIE	2261	A
Final Closing Mechan	03/23/18	BT	P	Rmdl Res	BVL	BVL	109 SOUTH BUCKMARSH ST	HUGHES JULIE	2264	A
Final Closing Buildi	03/23/18	BT	P	Rmdl Res	BVL	BVL	109 SOUTH BUCKMARSH ST	HUGHES JULIE	2267	A
Final Closing Buildi	03/23/18	BT	P	Accessory	CLK	GNWY	147 SHENANDOAH RIVER LN	LICKING VALLEY CONSTRUC	3367	A
Plumbing Rough In	03/30/18	BT	P	Add Res	BVL	BVL	16 ROSEMONT MANOR LN	GENDA LAND HOLDINGS LLC	5792	A
Final Closing Gas	03/30/18	BT	P	Elec Per-C	CLK	GNWY	6004 JOHN MOSBY HWY	MCCONVILLE LESTER & CAT	5757	A
Final Closing Plumbi	03/30/18	BT	P	NRSF	CLK	BLTN	235 ASHLEY WOODS LN	LUCERNONI WAYNE A & MAR	3288	A
Final Closing Mechan	03/30/18	BT	P	NRSF	CLK	BLTN	235 ASHLEY WOODS LN	LUCERNONI WAYNE A & MAR	3290	A
Gas Tank	03/30/18	BT	P	ELEC RES	BLMT	BLTN	32651 MOUNT WEATHER RD	COULSON URSULA E M	5758	A
Final Closing Buildi	03/30/18	BT	P	Rmdl Res	BVL	BVL	220 HENDERSON CT	CURRY, DON	5199	A
Gas Line	03/30/18	BT	P	ELEC RES	BLMT	BLTN	32651 MOUNT WEATHER RD	COULSON URSULA E M	5759	A
Final Closing Plumbi	03/30/18	BT	P	Rmdl Res	BVL	BVL	220 HENDERSON CT	CURRY, DON	5780	A
Footings	03/30/18	BT	P	Add Res	BVL	CHPL	235 LEWIS FARM LN	LESMAN ROBERT G & ANN S	5772	A
Meeting with Inspect	03/30/18	BT	P	Rmdl Res	CLK	BLTN	167 POPLAR LN	TIDWELL KELLY	5745	A
Electrical Rough In	03/30/18	BT	P	ELEC RES	BVL	BLTN	2945 CASTLEMAN RD	MILLS, BRADY	5337	A
Final Closing Electr	03/30/18	BT	P	Rmdl Res	BVL	BVL	220 HENDERSON CT	CURRY, DON	5781	A
Final Closing Gas	03/30/18	BT	P	Elec Per-C	CLK	GNWY	6004 JOHN MOSBY HWY	MCCONVILLE LESTER & CAT	5788	A
Insulation	03/30/18	BT	P	Rmdl Res	BVL	BVL	412 CUSTER CT	WIITA WILLIAM R JR & PA	5662	A
Framing	03/30/18	BT	P	Add Res	BVL	BVL	16 ROSEMONT MANOR LN	GENDA LAND HOLDINGS LLC	4611	A
Mechanical Rough In	03/30/18	BT	P	Add Res	BVL	BVL	16 ROSEMONT MANOR LN	GENDA LAND HOLDINGS LLC	5787	A
Framing	03/30/18	BT	P	NRSF	BVL	BLTN	108 HAMPTON LN	CATLETT KEN	5789	A
Electrical Rough In	03/30/18	BT	P	NRSF	BVL	BLTN	108 HAMPTON LN	CATLETT KEN	5790	A
Mechanical Rough In	03/30/18	BT	P	NRSF	BVL	BLTN	108 HAMPTON LN	CATLETT KEN	5791	A

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Clarke County
INSPECTION REPORT

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Building Inspections

INSPECTIONS PERFORMED: 03/01/18 to 03/31/18

INSPECTION	DATE	BY	RSLT	PROJECT	CITY	AREA	LOCATION	OWNER	INSP ID	T
INSPECTOR TOTALS:		103	INSPECTIONS				FEES: .00	PAID TO DATE: .00	UNPAID: .00	
Meeting with Inspect	03/05/18	JR	P	Demolition	BYC	CHPL	2438 PYLETOWN RD	BURKE, DANIEL	5536	A
Electric Service	03/05/18	JR	P	ELEC RES	BVL		651 NOBLE LN	UPDYKE JERRY L & WINIFR	2427	A
Electrical Rough In	03/05/18	JR	U	ELEC RES	BVL		651 NOBLE LN	UPDYKE JERRY L & WINIFR	5529	A
Final Closing Buildi	03/09/18	JR	P	Accessory	BYC	CHPL	2365 OLD CHAPEL RD	HOLSINGER PAUL & VIRGIN	5104	A
Footings	03/11/18	JR	PWC	Accessory	BLMT	BLTN	1036 RETREAT RD	HILL JAMES MICHAEL & SU	5091	A
Final Closing Electr	03/12/18	JR	P	Rmdl Res	CLK	GNWY	917 MANOR RD	BROWN JEREMY E & AMY M	2355	A
Final Closing Buildi	03/12/18	JR	P	Rmdl Res	CLK	GNWY	917 MANOR RD	BROWN JEREMY E & AMY M	2363	A
Final Closing Plumbi	03/12/18	JR	P	Rmdl Res	CLK	GNWY	917 MANOR RD	BROWN JEREMY E & AMY M	2357	A
Slab Porch/Deck	03/19/18	JR	P	NRSF	BVL	BVL	417 MADDEN ST	SILVER LAKE PROPERTIES	5687	A
Insulation	03/19/18	JR	F	NRSF		LNGM	374 CLIFTON RD	WHITE SAMUEL STUART	4353	A
Framing	03/20/18	JR	PWC	NRSF	CLK	CHPL	1980 TRIPLE J RD	LEMARR RONALD L & SUSAN	1016	A
Mechanical Rough In	03/20/18	JR	PWC	NRSF	CLK	CHPL	1980 TRIPLE J RD	LEMARR RONALD L & SUSAN	1024	A
Final Closing Buildi	03/20/18	JR	P	Add Res	CLK	BLTN	17641 RAVEN ROCKS RD	SISNEY ELZIE D & LAURI	4590	A
Electrical Rough In	03/20/18	JR	PWC	NRSF	CLK	CHPL	1980 TRIPLE J RD	LEMARR RONALD L & SUSAN	5672	A
Final Closing Electr	03/20/18	JR	P	Add Res	CLK	BLTN	17641 RAVEN ROCKS RD	SISNEY ELZIE D & LAURI	5677	A
Final Closing Plumbi	03/20/18	JR	P	Add Res	CLK	BLTN	17641 RAVEN ROCKS RD	SISNEY ELZIE D & LAURI	5678	A
Final Closing Mechan	03/20/18	JR	P	Add Res	CLK	BLTN	17641 RAVEN ROCKS RD	SISNEY ELZIE D & LAURI	5679	A
Framing	03/20/18	JR	P	Rmdl Res	BVL	LNGM	144 DEER WOOD LN	ELIZABETH S. HARRINGTON	5676	A
Final Closing Electr	03/20/18	JR	P	Accessory	CLK	CHPL	482 PYLETOWN RD	HEATON KELLY B	5680	A
Final Closing Plumbi	03/20/18	JR	P	Accessory	CLK	CHPL	482 PYLETOWN RD	HEATON KELLY B	5681	A
Final Closing Buildi	03/20/18	JR	P	Accessory	CLK	CHPL	482 PYLETOWN RD	HEATON KELLY B	4701	A
Insulation	03/20/18	JR	P	NRSF		LNGM	374 CLIFTON RD	WHITE SAMUEL STUART	5694	A
Final Closing Buildi	03/22/18	JR	P	Rmdl Res	BVL	LNGM	1435 STRINGTOWN RD	THURMAN FARM LLC	4928	A
Slab Porch/Deck	03/27/18	JR	P	NRSF	BLMT	BLTN	165 RATCLIFFE LN	MCGRANAHAN, BRIAN	5755	A
Final Closing Plumbi	03/27/18	JR	P	PlumPer-R	BVL	BVL	506 MOSBY BLVD	SAXTON DAVID G & SUSAN	5746	A
Electrical Rough In	03/27/18	JR	F	Elec Per-C	BYC	GNWY	49 POWHATAN LN	POWHATAN SCHOOL	5206	A
Gas Line Pressure Te	03/27/18	JR	P	Elec Per-C	CLK	GNWY	6004 JOHN MOSBY HWY	MCCONVILLE LESTER & CAT	5756	A
Electric Service	03/27/18	JR	P	ELEC RES	BVL	LNGM	638 STRINGTOWN RD	KRAUSER CARRIE C	5761	A
Final Closing Buildi	03/28/18	JR	P	Rmdl Res	BVL	BVL	221 WALNUT ST	FELTNER WENDY S	5303	A
Final Closing Electr	03/28/18	JR	P	Rmdl Res	BVL	BVL	221 WALNUT ST	FELTNER WENDY S	5782	A
Electrical Rough In	03/28/18	JR	P	Rmdl Res	BVL	BVL	412 CUSTER CT	WIITA WILLIAM R JR & PA	5753	A
Plumbing Rough In	03/28/18	JR	P	Rmdl Res	BVL	BVL	412 CUSTER CT	WIITA WILLIAM R JR & PA	5754	A
Framing	03/28/18	JR	P	Rmdl Res	BVL	BVL	412 CUSTER CT	WIITA WILLIAM R JR & PA	5661	A
Footings	03/28/18	JR	P	Deck/Porch	BVL	BVL	424 MONTGOMERY CT	PERKINS DAVID M	5710	A
Electric Service	03/28/18	JR	P	Nw Commrcl	BVL	BVL	450 MOSBY BLVD	BERRYVILLE HEALTH INVES	5771	A
Final Closing Gas	03/28/18	JR	P	Gas Per-R	WHPT	GNWY	1070 BERRYS FERRY RD	STOCK E KENDALL & LAURA	5567	A
Final Closing Plumbi	03/28/18	JR	P	PlumPer-R	WHPT	GNWY	1386 FEATHERBED RD	WENZEL FREDERICK D & ER	5569	A
Ditch Electric	03/28/18	JR	P	PlumPer-R	BVL	LNGM	1008 WADESVILLE RD	HEPNER PATRICIA	5743	A
Water Line	03/28/18	JR	P	PlumPer-R	BVL	LNGM	1008 WADESVILLE RD	HEPNER PATRICIA	5744	A
INSPECTOR TOTALS:		39	INSPECTIONS				FEES: .00	PAID TO DATE: .00	UNPAID: .00	
DEPARTMENT TOTALS:		142	INSPECTIONS				FEES: .00	PAID TO DATE: .00	UNPAID: .00	
REPORT TOTALS:		142	INSPECTIONS				FEES: .00	PAID TO DATE: .00	UNPAID: .00	

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Clarke County
INSPECTION REPORT

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Building Inspections

INSPECTIONS PERFORMED: 03/01/18 to 03/31/18

INSPECTION TYPE SUMMARY	COUNT	INSPECTOR SUMMARY	COUNT	RESULT SUMMARY	COUNT
Ditch Electric	2	Bernie Thompson	103	FAIL	9
Electric Service	6	Jamie Royston	39	PASS	128
Electrical Rough In	13			PASS WITH CONDITIONS	4
Final Closing Building	16			UNFOUNDED	1
Final Closing Electric	16				
Final Closing Gas	5				
Final Closing Mechanical	9				
Final Closing Plumbing	13				
Fireplace Flue	1				
Footings	5				
Footings Porch/Deck	1				
Framing	13				
Gas Line	3				
Gas Line Pressure Test	5				
Gas Tank	3				
Insulation	7				
Mechanical Rough In	4				
Meeting with Inspector	3				
Plumbing Groundworks	2				
Plumbing Rough In	7				
Sewer Line	2				
Slab Porch/Deck	2				
Water Line	4				
TOTAL INSPECTIONS:	142				

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Clarke County
INSPECTION REPORT

P 5
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ALL

INSPECTIONS PERFORMED: 03/01/18 to 03/31/18

INSPECTION TYPE SUMMARY	COUNT	INSPECTOR SUMMARY	COUNT	RESULT SUMMARY	COUNT
Ditch Electric	2	Bernie Thompson	103	FAIL	9
Electric Service	6	Jamie Royston	39	PASS	128
Electrical Rough In	13			PASS WITH CONDITIONS	4
Final Closing Building	16			UNFOUNDED	1
Final Closing Electric	16				
Final Closing Gas	5				
Final Closing Mechanical	9				
Final Closing Plumbing	13				
Fireplace Flue	1				
Footings	5				
Footings Porch/Deck	1				
Framing	13				
Gas Line	3				
Gas Line Pressure Test	5				
Gas Tank	3				
Insulation	7				
Mechanical Rough In	4				
Meeting with Inspector	3				
Plumbing Groundworks	2				
Plumbing Rough In	7				
Sewer Line	2				
Slab Porch/Deck	2				
Water Line	4				
TOTAL INSPECTIONS:	142				

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

Project Application Report - Building Dept

For Period: 3/1/2018 to 3/31/2018

Project Type	Project Number	Project Fees
Commercial Gas Permit	180105	61.20
Commercial New	180102	61.20
Commercial Remodel	180126	630.87
Demolition of Building	180093	51.00
Minor Land Disturbance	180114	50.00
Residential Accessory	180122	360.16
Residential Addition	180110	224.74
	180130	772.28
Residential Deck/Porch no Roof	180121	51.00
Residential Electric Permit	180101	45.90
	180103	45.90
	180108	45.90
	180109	45.90
	180113	45.90
	180115	112.20
	180119	102.00
	180127	45.90
Residential Garage	180129	590.50
Residential Gas Permit	180097	40.80
	180117	40.80
	180118	40.80
	180120	40.80
Residential Mechanical Permit	180094	40.80
	180104	40.80
Residential New	180096	1511.83
	180100	2436.27
	180106	2458.42
	180107	2277.69
	180123	3299.12
	180124	2268.54

Project Application Report - Building Dept

For Period: 3/1/2018 to 3/31/2018

Project Type	Project Number	Project Fees
Residential Plumbing Permit	180098	40.80
	180116	40.80
	180125	86.70
Residential Remodel	180092	643.22
	180095	96.90
	180099	229.50
	180111	860.88
	180112	198.90
	180128	1568.25
	180131	436.76
Swimming Pool In Ground	180091	352.00
	180132	204.00
Total		22597.93

Project Application Report - Building Dept

For Period: 3/1/2018 to 3/31/2018

Project Type	Project Number	Location	Owner	Estimated Building Value	Fees Blank = collected by another dept	Project Status
Commercial Gas Permit	180105	516 JACK ENDERS BLVD	MCGEE HOLDINGS LLC	\$0	\$61.20	ISSUED W/O CONDITIONS
Commercial New	180102	24 N BUCKMARSH ST	MSA PROPERTY INC	\$0	\$61.20	ISSUED W/O CONDITIONS
Commercial Remodel	180126	8152 JOHN MOSBY HWY	MCDONALDS CORPORATION	\$111,300	\$630.87	APP PENDING
Demolition of Building	180093	2438 PYLETOWN RD	BURKE, DANIEL	\$0	\$51.00	ISSUED W/O CONDITIONS
Minor Land Disturbance	180114	1141 OLD CHAPEL RD	SAMS ALLISON KARTER	\$0	\$50.00	ISSUED W/O CONDITIONS
Residential Accessory	180122	18099 RAVEN ROCKS RD	KIDBY SCOTT W & MELISSA PAGANO	\$24,000	\$360.16	ISSUED W/O CONDITIONS
Residential Addition	180110	18 PAGE ST	MCDONALD JEFFREY L & MARY E	\$37,850	\$224.74	ISSUED W/O CONDITIONS
	180130	235 LEWIS FARM LN	LESMAN ROBERT G & ANN S C	\$105,072	\$772.28	ISSUED W/O CONDITIONS
Residential Deck/Porch no Roof	180121	424 MONTGOMERY CT	PERKINS DAVID M	\$0	\$51.00	ISSUED W/O CONDITIONS
Residential Electric Permit	180101	213 JOSEPHINE ST	PAGE BARBARA J	\$0	\$45.90	ISSUED W/O CONDITIONS
	180103	1848 SHENANDOAH RIVER LN	HAMMOCK JERRY L & LINDA F	\$0	\$45.90	ISSUED W/O CONDITIONS
	180108	33 MOUNTAIN RIDGE LN	HILLYARD RODNEY L & TAMMY B	\$0	\$45.90	ISSUED W/O CONDITIONS
	180109	33 MOUNTAIN RIDGE LN	HILLYARD RODNEY L & TAMMY B	\$0	\$45.90	ISSUED W/O CONDITIONS
	180113	1004 PYLETOWN RD	MASTERS GLENN	\$0	\$45.90	ISSUED W/O CONDITIONS
	180115	32651 MOUNT WEATHER RD	COULSON URSULA E M	\$0	\$112.20	ISSUED W/O CONDITIONS

Project Application Report - Building Dept

For Period: 3/1/2018 to 3/31/2018

Project Type	Project Number	Location	Owner	Estimated Building Value	Fees <small>Blank = collected by another dept</small>	Project Status
Residential Electric Permit	180119	1375 WRIGHTS MILL RD	HENRY MELIUS	\$0	\$102.00	ISSUED W/O CONDITIONS
	180127	638 STRINGTOWN RD	KRAUSER CARRIE C	\$0	\$45.90	ISSUED W/O CONDITIONS
Residential Garage	180129	165 PASTORAL LN	CARL E REILLY	\$74,183	\$590.50	APP PENDING
Residential Gas Permit	180097	1070 BERRYS FERRY RD	STOCK E KENDALL & LAURA S	\$0	\$40.80	ISSUED W/O CONDITIONS
	180117	117 SELTENHORST LN	BARNES MURPHY L & MARTHA SUE BURK	\$0	\$40.80	ISSUED W/O CONDITIONS
	180118	727 BEECHWOOD LN	SKINNER ALEX & OLIVIA	\$0	\$40.80	ISSUED W/O CONDITIONS
	180120	1835 RUSSELL RD	STONERIDGE INVESTMENTS LC	\$0	\$40.80	ISSUED W/O CONDITIONS
Residential Mechanical Permit	180094	300 DUNLAP DR	STANTON DONALD R & PATRICIA L TRST	\$0	\$40.80	ISSUED W/O CONDITIONS
	180104	2445 KIMBLE RD	WOODYARD MAUDE I TRUSTEE	\$0	\$40.80	ISSUED W/O CONDITIONS
Residential New	180096	311 TREADWELL ST	WISECARVER STEPHEN	\$298,264	\$1,511.83	ISSUED W/O CONDITIONS
	180100	125 GRAND OAKS DR	OAKCREST BUILDERS INC	\$368,729	\$2,436.27	APP PENDING
	180106	558 MANOR RD	LICKING VALLEY CONSTRUCTION CORP	\$345,233	\$2,458.42	ISSUED W/O CONDITIONS
	180107	112 PIERCE RD	MATHENY CHARLES K JR & JOYCE A	\$294,747	\$2,277.69	ISSUED W/O CONDITIONS
	180123	236 TILTHAMMER MILL RD	CAPITAL BUILDERS LLC	\$539,502	\$3,299.12	ISSUED W/O CONDITIONS
	180124	1362 SHEPHERDS MILL RD	GROSHIRE WHITE LLC	\$326,087	\$2,268.54	ISSUED W/O CONDITIONS
Residential Plumbing Permit	180098	1386 FEATHERBED RD	WENZEL FREDERICK D & ERIN D	\$0	\$40.80	ISSUED W/O CONDITIONS

Project Application Report - Building Dept

For Period: 3/1/2018 to 3/31/2018

Project Type	Project Number	Location	Owner	Estimated Building Value	Fees <small>Blank = collected by another dept</small>	Project Status
Residential Plumbing Permit	180116	506 MOSBY BLVD	SAXTON DAVID G & SUSAN B	\$0	\$40.80	CLOSED W/ FINAL
	180125	1008 WADEVILLE RD	HEPNER PATRICIA	\$0	\$86.70	ISSUED W/O CONDITIONS
Residential Remodel	180092	254 GOOD SHEPHERD RD	BEACHMARK CONSTRUCTION CO	\$85,668	\$643.22	ISSUED W/O CONDITIONS
	180095	412 MONTGOMERY CT	TAYLOR CARRIE A	\$0	\$96.90	ISSUED W/O CONDITIONS
	180099	405 TRIPLE J RD	ZIERCHER JOHN R JR & K A ARTHUR	\$0	\$229.50	ISSUED W/O CONDITIONS
	180111	412 CUSTER CT	WIITA WILLIAM R JR & PATRICIA L	\$162,000	\$860.88	ISSUED W/O CONDITIONS
	180112	144 DEER WOOD LN	ELIZABETH S. HARRINGTON	\$0	\$198.90	ISSUED W/O CONDITIONS
	180128	121 ACADEMY ST	DUNPHY, THERESA	\$225,000	\$1,568.25	APP PENDING
	180131	406 BLOSSOM DR	CASTILLO, EDWIN	\$69,600	\$436.76	APP PENDING
Swimming Pool In Ground	180091	764 BENCH LN	HOFFMAN DONALD L JR & SUZETTE H	\$0	\$352.00	ISSUED W/O CONDITIONS
	180132	508 COBBLER DR	NEIMAN DARYN L & MICHELE C	\$0	\$204.00	APP PENDING

CLARKE COUNTY CIRCUIT COURT
MONTH END DEEDS OF PARTITION AND CONVEYANCE
LOCAL TAXATION DEPARTMENT
COUNTY
FOR MARCH, 2018

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
03/01/18	180354	FERRELL, BRIAN E	N SAVILLE, DAVID A; ETAL 488 LOCKES MILL RD BERRYVILLE, VA. 22611	N 850,000.00	DBS	100%
		RECORDED TIME: 10:54				
		DESCRIPTION 1: 44.5029 ACRES-CHAPEL DIST				647,200 w/imprv
		DATE OF DEED : 00/00/00 BOOK: 626 PAGE: 267 MAP:				PIN:
		NUMBER PAGES : 1				
03/01/18	18360	HOUSE BUYERS OF AMERICA INC	N SWEETPIRE, LLC 229 RITTER PLACE BERRYVILLE, VA. 22611	N 97,500.00	DBS	100%
		RECORDED TIME: 15:45				
		DESCRIPTION 1: TOWN OF BERRYVILLE, BATTLETOWN SUBD, LOT 34 SEC G				98,200 w/imprv
		DATE OF DEED : 02/28/18 BOOK: 626 PAGE: 297 MAP: 14A2-18-F-34				PIN:
		NUMBER PAGES : 3				
03/02/18	18361	KITTS, LOUISE; EXTRX	N CORBAT, PATRICIA L 41 LANHAM LANE BERRYVILLE, VA. 22611	N 185,000.00	DBS	100%
		RECORDED TIME: 09:45				
		DESCRIPTION 1: CHAPEL DISTRICT, 2.20 ACRES				178500 w/imprv
		DATE OF DEED : 02/22/18 BOOK: 626 PAGE: 300 MAP: 22-A-53				PIN:
		NUMBER PAGES : 3				
03/02/18	180362	HAYES, ROBIN L; ETAL	N HAYES, ROBIN L; ETAL 1631 WRIGHTS MILL RD BERRYVILLE, VA. 22611	N .00	DG	100%
		RECORDED TIME: 11:04				
		DESCRIPTION 1: LOT C-LONGMARSH DIST				
		DATE OF DEED : 00/00/00 BOOK: 626 PAGE: 404 MAP:				PIN:
		NUMBER PAGES : 2				
03/02/18	18364	MOORE, ROBERT	N BURNER, RICHARD QUINN 583 STRINGTOWN ROAD BERRYVILLE, VA. 22611	N 145,000.00	DBS	100%
		RECORDED TIME: 11:45				
		DESCRIPTION 1: LONGMARSH DISTRICT				128200 w/imprv
		DATE OF DEED : 03/02/18 BOOK: 626 PAGE: 320 MAP: 8-A-41				PIN:
		NUMBER PAGES : 2				
03/02/18	18366	JACOBS, ROBERT L; ETUX	N CRAIG, JAMES W 109 FIRST STREET BERRYVILLE, VA. 22611	N 145,000.00	DBS	100%
		RECORDED TIME: 12:30				
		DESCRIPTION 1: TOWN OF BERRYVILLE				122700 w/imprv
		DATE OF DEED : 02/28/18 BOOK: 626 PAGE: 337 MAP: 14A2-12-6-1				PIN:
		NUMBER PAGES : 2				
03/02/18	18369	RICHMOND AMERICAN HOMES OF VA	N KELLEY, STEVEN G 700 MCGUIRE CIRCLE BERRYVILLE, VA. 22611	N 590,000.00	DBS	100%
		RECORDED TIME: 12:40				
		DESCRIPTION 1: BATTLETOWN DISTRICT, LOT 71				100000 w/imprv
		DATE OF DEED : 02/28/18 BOOK: 626 PAGE: 361 MAP: 14C-1-71				PIN:
		NUMBER PAGES : 3				
03/05/18	18373	EQUITY TRUSTEES LLC	N FFC PROPERTIES LLC 17090 QUAIL CREEK CIRCLE HAMILTON, VA. 20158	N 117,992.02	DTF	100%
		RECORDED TIME: 11:55				
		DESCRIPTION 1: BATTLETOWN DISTRICT, SHEN RET				
		DATE OF DEED : 03/01/18 BOOK: 626 PAGE: 402 MAP: 17A2-12-108				PIN:
		NUMBER PAGES : 3				

↙
 17A2 12 108 4000 val
 17A2 12 109 5200 w/imprv
 17A2 12 110 181200 w/imprv
 17A2 12 111 3200 val
 17A2 12 112 3200 val

CLARKE COUNTY CIRCUIT COURT
 MONTH END DEEDS OF PARTITION AND CONVEYANCE
 LOCAL TAXATION DEPARTMENT
 COUNTY
 FOR MARCH, 2018

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
03/05/18	180000136	CARTER, THOMAS BAILEY RECORDED TIME: 13:21 DESCRIPTION 1: PROBATE WILL DATE OF DEED : 03/05/18 BOOK: 100 NUMBER PAGES : 4	N/A N/A PAGE: 938 MAP:	.00	PROBATE	00%
X						
03/06/18	180000139	BARTLEY, DOUGLAS RECORDED TIME: 11:02 DESCRIPTION 1: PROBATE WILL DATE OF DEED : 03/06/18 BOOK: 100 NUMBER PAGES : 5	N/A N/A PAGE: 946 MAP:	.00	PROBATE	00%
X						
03/07/18	18387	DELLINGER, GEORGE RECORDED TIME: 13:55 DESCRIPTION 1: BOOK 625 PAGE 974 DATE OF DEED : 03/07/18 BOOK: 626 NUMBER PAGES : 2	N GJD PROPERTIES 110 W MAIN ST BERRYVILLE, VA. 22611 PAGE: 484 MAP:	N .00	DBS	100%
✓						
03/09/18	18401	DEAN, WILLIAM RECORDED TIME: 14:20 DESCRIPTION 1: GREENWAY DISTRICT DATE OF DEED : 00/00/00 BOOK: 626 NUMBER PAGES : 2	N VELAQUEZ, MILAGROS 5078 JOHN MOSBY HWY BOYCE, VA. 22620 PAGE: 573 MAP: 30A46	N 280,000.00 <i>209,500 w/imprv</i>	DBS	100%
✓						
03/12/18	18413	MUELLER, CHRISTOPHER RECORDED TIME: 12:12 DESCRIPTION 1: DATE OF DEED : 02/28/18 BOOK: 626 NUMBER PAGES : 3	N HOME SAVINGS & TRUST 525 OLD FERRY LANE BLUEMONT, VA. 20135 PAGE: 628 MAP: 25B21	N 415,100.00	DBS	100%
03/12/18	18416	D & A PROPERTIES LLC RECORDED TIME: 12:35 DESCRIPTION 1: GREENWAY DISTRICT DATE OF DEED : 03/09/18 BOOK: 626 NUMBER PAGES : 2	N BALLENGER, WILLIAM; ETUX 121 VAN GOGH TERRACE WINCHESTER, VA. 22602 PAGE: 633 MAP: 30-A-31A	N 85,000.00 <i>67200 vac</i>	DBS	100%
✓						
03/12/18	18419	ROSS, ROBERT RECORDED TIME: 14:00 DESCRIPTION 1: DATE OF DEED : 03/07/18 BOOK: 626 NUMBER PAGES : 3	N ROSS FAMILY TRUST 4 MAPLE LANE BLUEMONT, VA. 20135 PAGE: 657 MAP: 17A21910	N .00	DBS	100%
✓						
03/12/18	18422	CRAMPTON, STEPHEN RECORDED TIME: 15:40 DESCRIPTION 1: BATTLETOWN DISTRICT DATE OF DEED : 03/09/18 BOOK: 626 NUMBER PAGES : 2	N BELAY, TADELE 105 HAVERFORD CT WINCHESTER, VA. 22602 PAGE: 662 MAP: 26A103A	N <u>31,000.00</u> <i>31000 vac</i>	DBS	100% <i>25000</i>
✓						

CLARKE COUNTY CIRCUIT COURT
 MONTH END DEEDS OF PARTITION AND CONVEYANCE
 LOCAL TAXATION DEPARTMENT
 COUNTY
 FOR MARCH, 2018

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
03/12/18	18423	FAIRFIELD FARM LLC RECORDED TIME: 16:00 DESCRIPTION 1: TRACT 1B, 38.01 ACRES DATE OF DEED : 02/27/18 BOOK: 626 NUMBER PAGES : 2	N VALLEY VENTURES FUND 2, LLC 159 FAIRFIELD LANE BERRYVILLE, VA. PAGE: 664 MAP: 9-3-1B	N 1,590,000.00 22611 2,047,500 imprv	DBS	100%
03/14/18	4480	PERZAN, JOSEPH ROY RECORDED TIME: 14:41 DESCRIPTION 1: PROBATE WILL DATE OF DEED : 03/14/18 BOOK: 100 NUMBER PAGES : 6	N/A N/A PAGE: 984 MAP:	.00	PROBATE	00%
03/16/18	18432	HAZELWOOD CORPORATION RECORDED TIME: 12:46 DESCRIPTION 1: CHAPEL DISTRICT, 196 ACRES DATE OF DEED : 03/15/18 BOOK: 626 NUMBER PAGES : 3	N NERD FARMS LLC P O BOX 142 PENN LAIRD, VA. PAGE: 739 MAP: 22-A-82	N 1,510,000.00 22846 58600 vac	DBS	100%
03/16/18	18436	FFC PROPERTIES LLC RECORDED TIME: 15:01 DESCRIPTION 1: GREENWAY DISTRICT, 2.9326 ACRES DATE OF DEED : 03/13/18 BOOK: 626 NUMBER PAGES : 3	N STEVENSON, JUDITH M 87 OLD WATERLOO ROAD BOYCE, VA. PAGE: 751 MAP: 21A1-A-109	N 325,000.00 22620 296500 w/imprv	DBS	100%
03/16/18	18438	MORELAND, KENNETH LEE; JR RECORDED TIME: 15:45 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 03/16/18 BOOK: 626 NUMBER PAGES : 3	N MORELAND, KENNETH JR; ETUX 18 LINCOLN AVENUE BERRYVILLE, VA. PAGE: 755 MAP: 14A4-2-1	N 22611 .00	DQC	100%
03/19/18	18440	TAVENNER, LARRY S; ETAL RECORDED TIME: 12:16 DESCRIPTION 1: DATE OF DEED : 00/00/00 BOOK: 13 NUMBER PAGES : 1	N TAVENNER, WILLIAM D N/A N/A, XX. 00000 0000 PAGE: 14 MAP: 39-A-14	N .00	OPM	100%
03/19/18	18441	TAVENNER, LARRY S; ETAL RECORDED TIME: 12:17 DESCRIPTION 1: GREENWAY DISTRICT DATE OF DEED : 03/05/18 BOOK: 626 NUMBER PAGES : 2	N TAVENNER, WILLIAM D N/A N/A, XX. 00000 0000 PAGE: 781 MAP: 39-A-14	N .00	DBS	100%
03/19/18	18442	SIMOND, DANYEL G; ET AL RECORDED TIME: 12:35 DESCRIPTION 1: BATTLETOWN DISTRICT, LOT 4, 5.001 ACRES DATE OF DEED : 03/16/18 BOOK: 626 NUMBER PAGES : 2	N BOSWELL, JEREMEY S; ETUX 150 MEADOWBROOK LANE BERRYVILLE, VA. PAGE: 783 MAP: 15-1-4	N 460,000.00 22611 426800 w/imprv	DBS	100%

CLARKE COUNTY CIRCUIT COURT
MONTH END DEEDS OF PARTITION AND CONVEYANCE
LOCAL TAXATION DEPARTMENT
COUNTY
FOR MARCH, 2018

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
03/19/18	18445	BURTON, BROWN DUDLEY; TR RECORDED TIME: 13:40 DESCRIPTION 1: CHAPEL DISTRICT, 2.235 ACRES DATE OF DEED : 03/07/18 BOOK: 626 NUMBER PAGES : 3	N BROWN, D BURTON; ETAL 411 NORTH BRADDOCK ST WINCHESTER, VA. 22601 PAGE: 817 MAP: 22-A-19A	N .00	DBS	100%
03/19/18	18446	LARRICK, DAISY M RECORDED TIME: 13:41 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 03/15/18 BOOK: 626 NUMBER PAGES : 7	N DAISY M LARRICK REVOCABLE TRUS 127 ROSEMONT CIRCLE BERRYVILLE, VA. 22611 PAGE: 820 MAP:	N .00	DBS	100%
03/19/18	180448	HAYES, THOMAS J RECORDED TIME: 16:02 DESCRIPTION 1: LOT 88, CHAPEL DIST DATE OF DEED : 00/00/00 BOOK: 626 NUMBER PAGES : 4	N MILLER, TODD ANTHONY; ETUX 152 CLUB HOUSE DR LEESBURG, VA. 20175 PAGE: 836 MAP:	N 50,000.00	DBS	100% <i>115300 vac</i>
03/20/18	180450	MILEY, HENRY AUGUSTINE; III RECORDED TIME: 08:45 DESCRIPTION 1: BATTLETOWN DIST DATE OF DEED : 00/00/00 BOOK: NUMBER PAGES : 5	N MILEY, HENRY AUGUSTINE; ETAL 1818 ACOMA TRAIL LANDERS, CA. 91185 PAGE: MAP:	N .00	DG	100%
03/22/18	18467	KEESLING, JAMES T; III RECORDED TIME: 10:00 DESCRIPTION 1: CHAPEL DISTRICT, DEED OF CORRECTION DATE OF DEED : 02/27/18 BOOK: 626 NUMBER PAGES : 3	N FREUND, JOHN AM 3811 EBENEZER ROAD BLUEMONT, VA. 20135 PAGE: 892 MAP: 25-1-4	N .00	DBS	100%
03/22/18	18468	FREUND, JOHN AM RECORDED TIME: 10:01 DESCRIPTION 1: CHAPEL DISTRICT, 2 LOTS DATE OF DEED : 03/19/18 BOOK: 626 NUMBER PAGES : 3	N DOUBLE WOOD FARM, LLC 3811 EBENEZER ROAD BLUEMONT, VA. 20135 PAGE: 895 MAP: 25-1-4	N 850,000.00	DBS	100% <i>25-1-4 50800 vac</i> <i>25-1-5 535,000 w/imprv.</i>
03/22/18	180469	GRIFFIN, MARK RECORDED TIME: 13:27 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 00/00/00 BOOK: 626 NUMBER PAGES : 2	Y GRIFFIN, MARK J 211 WALNU ST BERRYVILLE, VA. 22611 PAGE: 898 MAP:	Y .00	DQC	100%
03/22/18	180473	LUCERNOI, WAYNE A; ETUX RECORDED TIME: 13:48 DESCRIPTION 1: LOT E, CHAPEL DIST DATE OF DEED : 00/00/00 BOOK: 626 NUMBER PAGES : 3	Y LUCERNOI, WAYNE A; ETAL 235 ASHLEY WOODS LN BLUEMONT, VA. 20135 PAGE: 903 MAP:	Y .00	DBS	100%

CLARKE COUNTY CIRCUIT COURT
MONTH END DEEDS OF PARTITION AND CONVEYANCE
LOCAL TAXATION DEPARTMENT
COUNTY
FOR MARCH, 2018

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
03/23/18	180475	DEAN, WILLIAM B RECORDED TIME: 09:42 DESCRIPTION 1: TOWN OF BOYCE DATE OF DEED : 00/00/00 BOOK: 626 NUMBER PAGES : 2	N HURTADO, PEDRO 1 VA AVE BERRYVILLE, VA. 22611 PAGE: 910 MAP:	N 145,000.00 PIN: 122500 w/imprv	DBS	100%
03/23/18	18476	WELLS FARGO BANK NA RECORDED TIME: 12:30 DESCRIPTION 1: TOWN OF BOYCE DATE OF DEED : 00/00/00 BOOK: 626 NUMBER PAGES : 3	N BACKWOODS PROPERTIES LLC 2485 MARTINSBURG PIKE STEPHENSON, VA. 22656 PAGE: 916 MAP: 21A2-A-29	N 42,000.00 PIN: 78900 w/imprv	DBS	100%
03/26/18	18486	REILLY, CARL E; ET UX RECORDED TIME: 12:34 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 03/23/18 BOOK: 626 NUMBER PAGES : 2	N JEFFERIES, MARGARET; ETVIR 400 DELANY COURT BERRYVILLE, VA. 22611 PAGE: 963 MAP: 14A7-14-116	N 495,900.00 PIN: 410200 w/imprv	DBS	100%
03/26/18	18489	BIBB, ANITA M RECORDED TIME: 14:00 DESCRIPTION 1: PARCEL H LOT 1 CAREFREE ACRES GREENWAY DISTR DATE OF DEED : 03/22/18 BOOK: 626 NUMBER PAGES : 3	N BIBB, BENJAMIN 509 PUTNAM PLACE ALEXANDRIA, VA. 22302 PAGE: 978 MAP: 39-1-H	N .00 PIN:	DBS	100%
03/27/18	18496	SNYDER, BRIAN KEITH; ETAL RECORDED TIME: 09:31 DESCRIPTION 1: CHAPEL DISTRICT, 1.0400 ACRES DATE OF DEED : 03/26/18 BOOK: 627 NUMBER PAGES : 3	N RANKIN, JOHN-PAUL 1370 SENSENY ROAD BERRYVILLE, VA. 22611 PAGE: 9 MAP: 22-A-52	N 35,000.00 PIN: 112400 w/imprv	DBS	100%
03/27/18	18501	NIESEN, JESSICA J; CONSR RECORDED TIME: 14:47 DESCRIPTION 1: BATTLETOWN DISTRICT, LOT 14 DATE OF DEED : 03/22/18 BOOK: 627 NUMBER PAGES : 1	N SHENANDOAH RETREAT LAND CORP 256 HEMLOCK LANE BLUEMONT, VA. 20135 PAGE: 21 MAP: 17A3-26-2R-14	N .00 PIN:	DG	100%
03/27/18	18048	MADARIS, ELIZABETH A RECORDED TIME: 16:24 DESCRIPTION 1: 6.6689 ACFDS-BATTLETOWN DIST DATE OF DEED : 00/00/00 BOOK: 627 NUMBER PAGES : 2	N SMITH, JEREMIAH G; ETUX 1409 CALMES NECK LN BOYCE, VA. 22620 PAGE: 48 MAP:	N 457,500.00 PIN: 457500 w/imprv Consideration = 433000	DBS	100%
03/28/18	18507	DEPPA, MARY RECORDED TIME: 09:00 DESCRIPTION 1: QUITCLAIM DEED DATE OF DEED : 03/27/18 BOOK: 627 NUMBER PAGES : 2	N CLAY, PATRICK 886 CAREFREE LANE BOYCE, VA. 22620 PAGE: 69 MAP: 38 4 609	N .00 PIN:	DBS	100%

CLARKE COUNTY CIRCUIT COURT
MONTH END DEEDS OF PARTITION AND CONVEYANCE
LOCAL TAXATION DEPARTMENT
COUNTY
FOR MARCH, 2018

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
03/28/18	18509	LLOYD, RODNEY V; ETUX RECORDED TIME: 11:35 DESCRIPTION 1: BATTLETOWN DISTRICT, LOT 14 DATE OF DEED : 03/22/18 BOOK: 627 NUMBER PAGES : 2	N CHAVEZ ALONSO, JULIO C 105 CLARKE LAEN BERRYVILLE, VA. 22611 PAGE: 73 MAP: 15A-2-B-14	N 219,000.00	DBS	100% <i>162,300 w/imprv</i>
03/28/18	18511	DANIELS, WILLARD; JR RECORDED TIME: 12:20 DESCRIPTION 1: NO 612 BATTLETOWN DISTR DATE OF DEED : 03/26/18 BOOK: 627 NUMBER PAGES : 2	N HAYES, CODY ALLEN 281 SHEPHERDS HILL RD BERRYVILLE, VA. 22611 PAGE: 87 MAP: 16A18	N 219,000.00	DBS	100%
03/28/18	18513	IRWIN, ROBERT P RECORDED TIME: 13:24 DESCRIPTION 1: GREENWAY DISTRICT DATE OF DEED : 03/23/18 BOOK: 627 NUMBER PAGES : 2	N ROBERT IRWIN TRUST N/A N/A, XX. 00000 0000 PAGE: MAP: 38A22	N .00	DBS	100%
03/28/18	180000190	KIRK, JOHN RICHARD RECORDED TIME: 14:05 DESCRIPTION 1: PROBATE WILL DATE OF DEED : 03/28/18 BOOK: 101 NUMBER PAGES : 2	N/A N/A PAGE: 5 MAP:	.00	PROBATE	00%
03/28/18	18515	RASIAK, ELIZABETH A RECORDED TIME: 14:40 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 03/26/18 BOOK: 627 NUMBER PAGES : 2	N CARLISLE, LOGAN BARD 223 EAST FAIRFAX STREET BERRYVILLE, VA. 22611 PAGE: 107 MAP: 14A2-14-C-22	N 118,900.00	DBS	100% <i>91,100 w/imprv</i>
03/29/18	18519	THIEL, JOHN R; ETUX RECORDED TIME: 11:15 DESCRIPTION 1: LOT MERGER, BATTLETOWN DISTRICT, SHEN RET DATE OF DEED : 00/00/00 BOOK: 13 NUMBER PAGES : 1	N THIEL, JOHN R; ETUX N/A N/A, XX. 00000 0000 PAGE: 15 MAP: 17A4-26-2R-34	N .00	OPM	100%
03/29/18	18520	THIEL, JOHN R; ETUX RECORDED TIME: 11:16 DESCRIPTION 1: BATTLETOWN DISTRICT, SHEN RET DATE OF DEED : 03/10/18 BOOK: 627 NUMBER PAGES : 2	N THIEL, JOHN R; ETUX 1440 BEECHWOOD LANE BLUEMONT, VA. 20135 PAGE: 136 MAP: 17A4-26-2S-1	N .00	DBS	100%
03/29/18	18521	THIEL, JOHN R; ETUX RECORDED TIME: 11:17 DESCRIPTION 1: BATTLETOWN DISTRICT, SHEN RET DATE OF DEED : 03/10/18 BOOK: 627 NUMBER PAGES : 3	N THIEL, JOHN R; ETUX 1440 BEECHWOOD LANE BLUEMONT, VA. 20135 PAGE: 138 MAP: 17A4-26-2S-1	N .00	DBS	100%

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03/29/18	18522	THIEL, JOHN R; ETUX RECORDED TIME: 11:18 DESCRIPTION 1: BATTLETOWN DISTRICT, SHEN RET DATE OF DEED : 03/10/18 BOOK: 627 NUMBER PAGES : 2	N	THIEL, JOHN R; ETUX 1440 BEECHWOOD LANE BLUEMONT, VA. 20135	N	.00	DBS	100%
								PIN: <i>Consideration 14000</i>
03/29/18	180526	LEWIS & BURKE REAL ESTATE LLC RECORDED TIME: 16:10 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 03/29/18 BOOK: 627 NUMBER PAGES : 4	N	JONES, STEPHNIE DAWN 213 TYSON DRIVE BERRYVILLE, VA. 22611	N	26,000.00	DBS	100%
								PIN: <i>26000 vac</i>
03/29/18	180000193	LEWIS, EDWARD L RECORDED TIME: 16:13 DESCRIPTION 1: REAL ESTATE AFFDT DATE OF DEED : 03/29/18 BOOK: 101 NUMBER PAGES : 2	N/A	N/A		.00	REA	00%
								PIN:
03/30/18	18530	RUSSO, PAMELA RECORDED TIME: 10:52 DESCRIPTION 1: DATE OF DEED : 00/00/00 BOOK: 627 NUMBER PAGES : 1	N	HANSBARGER, JULLIAN N/A N/A, XX. 00000 0000	N	223,800.00	DBS	100%
								PIN:
03/30/18	18531	HUMMER, JAMES; JR RECORDED TIME: 14:15 DESCRIPTION 1: DATE OF DEED : 10/27/17 BOOK: 627 NUMBER PAGES : 5	N	PITTA, KENNETH N/A N/A, XX. 00000 0000	N	.00	DE	100%
								PIN:
03/30/18	18532	PIITA, KENNETH RECORDED TIME: 14:16 DESCRIPTION 1: CHAPEL DISTRICT DATE OF DEED : 03/30/18 BOOK: 627 NUMBER PAGES : 2	N	LAMAR, WILLIAM 895 CLIFTON RD BERRYVILLE, VA. 22611	N	135,000.00	DBS	100%
								PIN: <i>20400 vac</i>
03/30/18	18533	HEADLEY, KATHY A RECORDED TIME: 14:30 DESCRIPTION 1: CLARKE COUNTY SIDE PARCEL DATE OF DEED : 03/30/18 BOOK: 627 NUMBER PAGES : 3	N	KATHY HEADLY TRUST 171 SILENT HILL LANE WHITE POST, VA. 22663	N	.00	DBS	100%
								PIN:
03/30/18	18533	WEIDMAN-JANAK, KIMBERLY A RECORDED TIME: 15:30 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 03/20/18 BOOK: 627 NUMBER PAGES : 2	N	MUNDT, WALTER C; ETUX 304 STUART COURT BERRYVILLE, VA. 22611	N	350,000.00	DBS	100%
								PIN: <i>303700 w/ imprv</i>

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RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
03/30/18	18536	RICHMOND AMERICAN HOMES OF VIR	N ALLEN, TRAVIS L; ETUX 749 MGUIRE CIRCLE BERRYVILLE, VA. 22611	N 519,999.00	DBS	100%
		RECORDED TIME: 16:24				
		DESCRIPTION 1: BATTLETOWN DISTRICT, LOT 10, BERRYVILLE GLEN				
		DATE OF DEED : 03/29/18	BOOK: 627 PAGE: 201	MAP: 14C-1-10		
		NUMBER PAGES : 2				
				PIN:	437100 w/imprv	

TOTAL COUNTY DEEDS OF PARTITION AND CONVEYANCE: 53
TOTAL NUMBER OF COUNTY DEEDS OF CORRECTION : 0
TOTAL NUMBER OF COUNTY WILL/FIDUCIARY : 4

Clarke County Fire & EMS
FY 17-18 Closing Balance Summary

Description	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	YTD Totals
Billable Calls											
Enders (Co 1)	76	57	65	68	56	73	66	57	69		587
Boyce (Co 4)	8	7	9	10	13	9	12	14	8		90
Blue Ridge (Co 8)	6	4	6	7	5	6	5	5	8		52
Total # of Billable Calls	90	68	80	85	74	88	83	76	85		323
ALS Trips Billed	42	36	46	48	41	53	45	38	34		383
BLS Trips Billed	48	32	34	37	33	35	38	38	51		346
Total	90	68	80	85	74	88	83	76	85		729
Calls Dispatched											
Co 1 Career	51	52	38	57	53	49	40	25	56		421
Co 1 Volunteer	3	3	2	6	4	6	6	6	1		37
Co 1 Split	57	36	55	48	49	57	49	58	42		451
Co 4 Career	4	8	3	7	0	5	6	6	0		39
Co 4 Volunteer	1	1	5	5	11	7	1	1	5		37
Co 4 Split	12	7	8	11	10	4	15	15	9		91
Co 8 Career	0	0	0	0	0	0	0	0	0		0
Co 8 Volunteer	8	19	9	25	26	15	10	16	17		145
Co 8 Split	3	1	1	0	0	0	0	0	1		6
Unknown	1	1	0	0	0	0	3	0	4		9
Total # of Calls Dispatched	140	128	121	159	153	143	130	127	135		1236
Total Payments	\$35,399.39	\$32,794.29	\$26,481.68	\$32,989.12	\$33,645.60	\$28,862.07	\$39,176.09	\$27,618.51	\$32,897.78		\$289,864.53

**Director's Report to the Library Board
For February 2018**

Submitted March 20, 2018

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APR - 2 2018

Clarke County

Groundhog Day Bursts the Seams at Bowman Library, by Kim Bean

Bowman Library was filled to capacity on February 3 with activities for all ages and interest groups. With multiple events simultaneously taking place, there was a large crowd in attendance and the overflow parking lot was quite full. In addition to the Groundhog festivities (with real groundhogs and ice cream), there was a Houseplant clinic with the Master Gardeners, the Chess Club meeting with 30+ players, and the Friends book drop-off.



Master Gardener volunteers and participants at the Houseplant Health Clinic on February 3.

As last year, the synergy between the programs was fantastic. Chess players came over to see the groundhogs and eat ice cream; after dropping off books many came in to participate in one or more activities; and many kids and their parents had not only a fun experience and ice cream, but also got free house plants and information on how to grow them. Most importantly, once again, everyone at the library got so much more out their library visit than they expected.

More than Question Answerers

Library Reference staff can still help you find printed library materials, from your next favorite read to resources for your research project. But Adult Services continues to evolve to meet



customer needs. They can help set up email accounts, download eBooks, use the new ScanCenters, or load library apps like Libby onto your smartphone. The goal is to connect people with the information they need, whether it's in a book, magazine, online service or workshop. To meet the demand for hands-on learning, Adult Services staff and community partners are now sponsoring informational workshops. Using knowledge of our customers' interests, especially gardening, cooking, and health and wellness, the workshops started last fall on varied topics of gardening, router safety, and origami. Some future programs are Winter Sowing (March 19), Health Screening (April 4) Found Poetry (April 9), eBook how-to workshop (April 12), Knitting for First-Timers (April 21), and Herbs (May 12). Support is provided by Valley Makers Association, Friends of Handley Regional Library, and the Robinson Trust.

Harry Holloway leading the "Origami with Harry," a Program for Grown-Ups workshop on February 10.

Timers (April 21), and Herbs (May 12). Support is provided by Valley Makers Association, Friends of Handley Regional Library, and the Robinson Trust.



More than 30 chess participants also enjoyed some ice cream on February 3, Bowman Library.



A live groundhog made his appearance at Bowman Library to supplement Groundhog Bowman Bill puppet's prediction.

Month at a Glance

27,992	Library visitors
60,138	Checkouts of books & materials
5,625	Checkouts of eBook, eMagazine, audiobook
128	In-house Library programs
3,106	Attendance at in-house Library programs
3	Outreach programs (presented outside the library)
188	Attendance at Outreach programs

Organizations that helped sponsor or participated in February programs

ABC Mandarin School of Winchester	Mackenzie VanOver, Toogy Tales
Belle Grove Plantation	Magic Lantern Theater
Blue Ridge Dog Training Club	Middletown Elementary
Bob and Pauline Wells, "officials" at the Bowman Bill Groundhog Day event.	Multicultural Club—Collage
Clarke County Historical Society	Museum of the Shenandoah Valley
Clarke County Parks & Recreation	Shenandoah University interns.
Daughters of the American Revolution	Shenandoah Valley Chess Club
Dragon Fire Comics	Sneakers Educational Childcare
First Presbyterian Preschool	Stephens City UMC Daycare/Preschool
Four-Color Fantasies	Stepping Stones Homeschool Co-op
Frederick County Middle School Spelling Bee students and their teachers and families	Super Smarticles Academy
Frederick County Reading Association	Winchester Chapter of the Embroidery Guild of America, Tapestry Project
Grace Lutheran Preschool	Winchester City Sheriff's Office
Heritage Child Development Center	Winchester Day Preschool
International House of Pancakes-IHOP	Winchester Frederick County Historical Society
La Leche League, Natasha Ossinova	Winchester Montessori
Laurel Center	Winchester Public Schools Preschool
	WPS Spanish Enrichment Program Preschool

Outreach—where library staff went in February

Mom's Club of Winchester
Pawspalooza, Middletown Elementary School
Family Literacy Night, Apple Pie Ridge Elementary

Recent Donations

Kimberli and Elmo Ball, Jeannette and Robert G. Harper, George Kirkpatrick Jr., Friends of Handley Regional Library, Amanda Acker, Linda and Larry Sullivan in honor of Amos Myers, Winchester Little Theatre, Inc., Pearl Ebert, Robert Mitchell Jr., and Jordan Spivey.

Adult Services, Adrienne Davis

Adult Services had a busy month! Programming from a Houseplant Health Clinic with 90 (!) attendees to a Router Safety workshop was held and the public enjoyed them greatly. Staff took cross training with Circulation staff at TLC to improve customer services and staff worked on our social media to ensure our information is correct. Adrienne has also been working to train up two new staff persons, **Amelia Ritzenthaler and Lisa LaCivita.**

Bowman Operations, Kim Bean

In February, a funding request for furniture and equipment for the Bowman Library was submitted to the Friends for consideration for their FY2018-19 budget. Items included in the funding request were tables and chairs for additional seating in the lobby, tables and chairs and a storage cart for the meeting room, a label printer for Technical services, and funds to purchase display materials.

On February 13, Kim Bean met with Todd Drunagel and Steve King of Tech Team Solutions, for the first of regular monthly meetings, to discuss the Bowman Library's computers and technology. It was a substantive meeting with good discussion and we all came away with action lists.

Youth Services, Donna Hughes

The monthly "Meet a Sheriff" program at Handley Library became "Sweets with a Sheriff" during the month of February. The Winchester City Sheriff's Office donated 4 copies of each of their books, "Deputy Knowles Knows", and "Deputy Knowles Makes a Difference" to the Handley Regional Library System. Sheriff Les Taylor read "Deputy Knowles Knows" to families. After the story, Sheriff Taylor and many other members of the Sheriff's Office in attendance, decorated sugar cookies with families. The local media covered this program, as well.

Beanstack is chosen as the Summer Reading Program 2018 online platform. This program offers client support to create an online program that will increase our profile in encouraging summer reading and beyond; while offering a strong platform for community involvement.

Christine met with Kiersten and Emily, two interns from Shenandoah University, to plan and implement a bilingual storytime at Handley Library.

Business Manager and Handley Operations, Ann White

Handley Library joins Old Town Winchester in Chocolate Escape festivities:

Handley Library in partnership with the Magic Lantern Theatre participated in Old Town Winchester's Chocolate Escape weekend by holding a free screening of On the Town starring Gene Kelly, Frank Sinatra, and Ann Miller. Attendees were treated with traditional chocolate Italian rainbow cake bites.

PIC (person in charge) staff participated in emergency facility training: Staff members who are designated PICs received training on February 15th that would enable

them to act quickly in the event of a facility emergency. Training, conducted by Pat Ritchie, included fast response tips and tricks for issues such as running water, stuck elevators, alarms (of ALL sorts), and HVAC.

Networked Shared folders and backup to Server: Discussed with Tech Team the skeleton of the shared folder paradigm, i.e. Action Team, Adult Services, Youth Services, etc. They have created these folders on the server. Starting in March they will configure individual computers to access the shared file folders as well as configure individual computers to use the server as backup device as opposed to the online backups that are currently happening.

Friends of Handley Regional Library, Barbara Dickinson

Successful finale to the Little Noon Music Series took place in February. This is the longest running program series produces by the Friends of HRL. Area musicians attract wide age ranges to musical performances in Robinson Auditorium at Handley Library. Area musicians contact the Friends office throughout the year to try to perform in this 4-part series. The Friends compensate the musicians for this program series.

Circulation Services, Mary Anton

Mary has been working diligently with TLC and Tech Team to figure out various issues and getting new equipment up and on line. Her staff went to off-site training at TLC to prepare for an upcoming change in our new online circulation system. In addition Mary coordinated our three outreach activities this month.

Clarke County Library, Laurine Kennedy

The SCANNX machine was installed and is great. We have had a few glitches in set-up but patrons love it.

On February 17 we had the first Spring Garden Talk at the Barns. We had 22 in attendance.

Public Relations:

Monthly Message Campaign – Next focus will be on maximizing patron engagement on our “Big 3” social media platforms (Facebook, Twitter and Instagram). Committee members are taking steps that will counteract recent Facebook changes that may further negatively impact how much content our followers see in their feeds. The focus of Facebook posts has already moved away from program announcements and towards more engaging posts (fun questions, videos, etc.). Programs are now included as Facebook Events and promoted through paid ads. The changing effectiveness of Facebook creates an opportunity for committee members to focus more on Twitter and Instagram, which also further widens our audience reach.

ZONING AND SUBDIVISION ORDINANCE UPDATE PROJECT PROGRESS REPORT (APRIL 2018)

- Work Plan Items Completed to Date:
 - Step 1 – Adopt Work Plan, Project Policies and Timeline

- Work Plan Items in Process: Currently on schedule. The Committee is currently working through Step 2, Discuss and Provide Formal Direction on Policy Issues (projected for completion by May 31, 2018). Issues reviewed since the March report include:
 - Evaluate all current permitted, accessory, and special uses in each County zoning district (excluding Berryville Annexation Area Districts) (P27) – The Committee reviewed this issue at their February 28 meeting. Their work included evaluating whether current district assignments for each use are appropriate, determining whether use definitions and supplementary regulations accurately describe the uses as they are applied today, and removing terms and uses that are no longer used. The goal for the revised Zoning Ordinance is to have a list of uses with consistent terminology, definitions, and supplementary regulations.

 - Evaluate regulations for tenant houses, dwellings less than 600 square feet, and barn/accessory apartments (P26) – The Committee reviewed this issue at their meeting on March 14 which covers the different types of accessory dwellings that are currently allowed. The Committee evaluated the review processes for tenant houses (which require the use of DURs tied to the property area) and dwellings less than 600 square feet (allowance of one per property without a DUR subject to property area) with a particular focus on how Staff has applied the rules in different situations over the years. The Committee also evaluated what constitutes a “dwelling unit” and whether new regulations should be created for secondary dwelling units located within the footprint of the primary dwelling (e.g., “mother-in-law suite”).

- Upcoming Meetings Scheduled: Several of the upcoming meetings are dedicated to the discussion of a single large or complex issue. The Committee will be discussing the smaller policy and technical issues throughout the meeting schedule.
 - #10, Wednesday, April 11 (2:00PM) – Evaluate review processes and update where necessary (T17)

 - #11, Wednesday, April 25 (2:00PM) – Continued review of policy and technical issues

 - #12, Friday, May 4 (following Planning Commission Business Meeting) – Consider adding new regulations and a definition for “agritourism” (P18)

- #13, Wednesday, May 23 (2:00PM) – Complete review of policy and technical issues
- Staff Items In Process:
 - Development of “process maps” for each review process in the Zoning and Subdivision Ordinance – to be completed by March 30
 - Initial development of the Guidance Manual outline
 - County Attorney review of previous policy issues