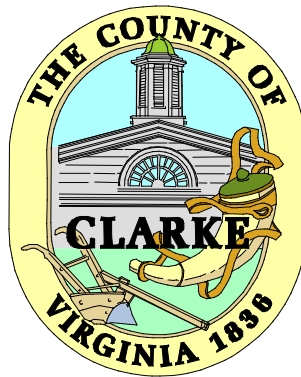


Clarke County Board of Supervisors



Regular Meeting Packet

May 15, 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	May 15, 2018	Packet Page
Afternoon Session 1:00 PM		
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2. Adoption Of Agenda		5
3. Citizen's Comment Period		6
4. People Inc. Presentation of 2017 Annual Report by Robert G. Goldsmith		7
5. Historic Resources Plan – Set Public Hearing		32
6. BoS Minutes: April 17, 2018, Regular Meeting		57
7. Consent Agenda:		86
A. Conservation Easement Authority:		87
a. Bittner Boundary Line Adjustment;		
b. RSP Enterprises grant application for easement purchase		
B. 2018-01P Proclamation in Appreciation of William and Virginia Elliott May 2018		90
1. Board of Supervisors Personnel Committee Items for May 7, 2018		91
A. Expiration of Term for appointments expiring through July 2018. Action: Information Only.		92
B. Springsted Responses to Recently-Reviewed Positions by David Ash. Action: Information Only.		93
2. Board of Supervisors Work Session Items for May 7, 2018		101
A. 2018 Ambulance Billing Changes – BOS Update #1 by Brian Lichty. Action: Information Only.		105
B. Fire & EMS Commission Letter in Support of the Initial Stipend Requests by the Blue Ridge and John H. Enders Volunteer Fire Departments. Action: Information Only.		106
C. Economic Development Strategic Plan Matrix Priorities Discussion. Action: Information Only.		108
D. Director of Public Information Announcement. Action: Information Only.		104
E. NexGen Broadband Letter of Support. Action: Information Only.		121
3. Board of Supervisors Finance Committee Items for May 7, 2018		122
A. Kohn Property Improvement Estimate. Action: Information Only.		123
B. Primary School Surplus Transfer. Action: Information Only. Finance Committee deferred action until the close of the current fiscal year.		122
C. FY2019 Appropriation Resolution. Action: Information Only.		122
D. Bills and Claims. Action: The Finance Committee recommends approval of the April 2018 Invoice History Report.		124

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

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Clarke County Board of Supervisors Regular Meeting Agenda

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

Item	May 15, 2018	Packet Page
E. Standing Reports. FYI: Expenditure Summary / YTD History Report Department / Agencies Reconciliation of Appropriation, General Fund Balance, Capital Projects. Action: Information only.		135
4. Government Projects Update		149
5. Miscellaneous		150
6. Summary Of Required Action		151
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Evening Session 6:30 pm		
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9. PH 18-05 Secondary Six-Year Plan for 2018/2019 - 2023/2024 in Clarke County, and on the Secondary System Construction Budget for Fiscal Year 2018		155
10. Adjournment		157
<hr/>		
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– Economic Development: Minutes April 26, 2018, Industrial Development Authority Board of Directors Quarterly Meeting Minutes		178
– Fire & EMS		190
– Handley Regional Library		191
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– Zoning And Subdivision Ordinance Update Project Progress Report		195

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

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5/9/2018 12:39 PM

Clarke County Board of Supervisors

Call to Order

Adoption of Agenda

Clarke County Board of Supervisors

Citizen Comment Period



RECEIVED

MAR - 2 2018

Clarke County

peopleinc.net

February 27, 2018

David L. Ashe
101 Chalmers Court, Suite B
Berryville, VA 22611

Dear Mr. Ash,

I write to request time on the agenda of the Clarke County Board of Supervisors for its meeting at 1:00 p.m. on May 15, 2018. My purpose is to present Board Members with People Incorporated's most recent annual report. I would, of course be happy to address any other topics that you or the Board desire. If May 15th is not a convenient date, please let me know and I will propose an alternative time.

Thank you for your assistance with this request.

Sincerely,

[Handwritten signature of Robert G. Goldsmith]

Robert G. Goldsmith
President and CEO

People Incorporated of Virginia

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People inc.

*Building Futures
Realizing Dreams™*



Annual Report 2017

ANNUAL REPORT 2017

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What can People do?

People Incorporated is a Virginia Community Action Agency dedicated to reaching these goals:

GOAL 1



People move out of poverty

- Increased educational level
- Improved life skills
- Improved health and sustainability
- Increased household income
- Ownership of additional assets

GOAL 2



Communities experience positive development

- Building community assets
- Spurring business growth
- Creating sustainable jobs

GOAL 3



Be an agency of excellence

- Demonstrate financial stability
- Be an employer of choice
- Practice effective partnerships

THE POWER OF HOPE, THE PATH TO SUCCESS

Hope is a powerful thing; it can change how we act and what our futures may hold. Hope springs eternal, but for it to survive there must be some plausible pathway to success. For 6,021 people in 2,849 families, this year People Incorporated created that pathway to success and kept hope alive.

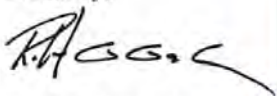
People Incorporated helps individuals, families and communities gain the assets that can be the foundations of pathways out of poverty. With People Incorporated's assistance, people acquired education, job skills, business skills, business ownership, home ownership, parenting skills, and better health care. They graduated, they received certifications, they were hired, they borrowed money and created jobs, they borrowed money and bought their first homes, they got a dentist and a family doctor, they moved into good quality affordable housing they took steps toward a better future, toward the fulfillment of their hopes and dreams. Communities gained new employers and new jobs, they gained new amenities, they gained assets for tourism development and downtown revitalization, their balance sheets improved, their prospects brightened and their hope grew.

It is inevitable that we will all encounter road blocks and suffer setbacks. Those assets that become the foundations of our pathways can also build our resiliency so that our setbacks are short-lived and those road blocks are hurdles that we learn how to clear. Thus our competence grows, our confidence grows and hope is alive.

That hope inspires people to give of themselves, to volunteer, to partner, to join the effort to provide opportunity and hope to others. The collective impact of all those volunteers, partners, collaborators combined with the dedicated service of a talented staff is how pathways are built, how they are traversed, how lives are improved and how hope is kept alive.

Helping people to build futures and change their lives is the hallmark of People Incorporated's work and as the following pages attest, we were able to help many people and communities do just that in 2017.

Sincerely,



Robert G. Goldsmith
President and C.E.O.



Building Futures, Realizing Dreams



People inc.

*Building Futures
Realizing Dreams™*

OUR PHILOSOPHY

Every person needs support from others. People Incorporated promotes the dignity of individuals and families, moves people into the economic mainstream, and works to develop existing strengths and resources within communities. All of our efforts are directed by the concerns, hopes, needs and dreams of the people we serve.

OUR MISSION

To provide opportunities for economically disadvantaged people to reach their goals in order to enhance their lives, their families, and their communities.

THE COMMUNITY ACTION PROMISE

Community Action changes people's lives, embodies the spirit of hope, improves communities, and makes America a better place to live. We care about the entire community, and we are dedicated to helping people help themselves and each other.



GOAL 1 People move out of poverty


What can People do? People Incorporated works directly to give families and individuals the tools to move out of poverty. Child and family development, housing, and community services help clients increase their educational level and build life skills. Community economic development services provide pathways for life-changing work and asset-building opportunities. The numbers and stories in this report represent real people and real change — building futures and realizing dreams.


HERE ARE SOME KEY OUTCOMES DEMONSTRATING PROGRESS

787  ADULTS AND CHILDREN OBTAIN HEALTHCARE

CUSTOMERS OWN ADDITIONAL ASSETS

15  FIRST-TIME HOMEBUYERS

43  CONSUMER LOANS

21  CUSTOMERS RECEIVE MICROLOANS TO START OR EXPAND BUSINESSES

CUSTOMERS INCREASE EDUCATIONAL LEVEL

107  INDIVIDUALS

CUSTOMERS INCREASE THEIR LIFE SKILLS

135  INCREASE WORK SKILLS AND COMPETENCIES

1,231  INCREASE ENTREPRENEURIAL AND FINANCIAL SKILLS

269  INCREASE HOMEOWNERSHIP AND FORECLOSURE EDUCATION

1,317  CUSTOMERS INCREASE THEIR HOUSEHOLD INCOME

CUSTOMERS INCREASE HOUSEHOLD INCOME  **\$1.2** MILLION RECEIVED

What can People do?



"How can a new set of policies give people a fair chance to succeed in the classroom, the workplace, and the home? Economic success requires people's initiative, but it also requires us, as a society, to untangle the web of disadvantages that make following the sequence difficult for some Americans. There are no silver bullets. Government cannot do this alone. But government has a role to play in motivating individuals and facilitating their climb up the economic ladder."

—Edward Rodrigue and Isabel V. Sawhill, *An Agenda for Reducing Poverty and Improving Opportunity*, The Brookings Institution, 2016



REAL VOICES: PEOPLE MOVE OUT OF POVERTY

Children obtain healthcare • Children develop school readiness • Increased work skills and competencies

Healthcare, hope, and a home

Kimberly Belisle already knew about People Incorporated, as her oldest daughter attended Head Start before entering kindergarten. When Kimberly became pregnant again, she was enrolled into CHIP (Comprehensive Health Investment Project). She has learned so much, such as she is her child's first teacher and what different milestones are for her children.

When she began looking for work she was having difficulty finding employment due to a felony. Her CHIP Home Visitor referred her to the agency's VA CARES program for assistance. CARES staff were able to assist Kimberly in getting a bonding letter for employment applications and she found employment quickly after receiving it. Now, Kimberly and her fiancé have started People Incorporated's Housing Counseling to figure out what they need to do in order to purchase a home. They have started working on their credit thanks to counseling services provided so far. She feels that her confidence and self-esteem have risen since becoming part of the agency. "People Incorporated has helped our family tremendously. Without them, I would feel totally lost."



Building Futures, Realizing Dreams

GOAL: PEOPLE MOVE OUT OF POVERTY

Child and Family Development Services

ACTIVITIES

301 children were served in Head Start and **182 children** were served in Early Head Start.

443 families served. Average monthly enrollment for Head Start was 120% and Early Head Start was 101% of funded enrollment.

92% of Head Start children and **96% of Early Head Start children** live between **0-130%** of poverty level (90% is required).

100% of the children in Head Start and Early Head Start received medical and dental exams.

15% of the children in Head Start and **15%** in Early Head Start have been diagnosed with developmental disabilities.

33 parents held a seat or served as an alternate on the policy council. Three of these were fathers.

3 parents served on the People Incorporated Board of Directors.

148 families set goals for themselves and achieved them.

606 parents and former parents of enrolled children provided **46,630 hours** of volunteer service and contributed **\$630,805** toward non-federal share.

713 community volunteers and businesses donated **10,978 hours** of their time and provided services and discounts to benefit children and families.

DICKENSON COUNTY CHILD DEVELOPMENT CENTER Children receive quality care so their parents are free to work or attend school, secure in knowing that their children are properly supervised and provided with child-appropriate activities that enhance their school experiences.

EARLY HEAD START Early Head Start provides center- and home-based education, health, and human services to pregnant women and families with children up to age three. Prenatal care and birth outcomes of pregnant women are improved and parents are more emotionally supportive of their children. Developmental and behavioral issues are identified early so that parents can understand how to address them and care for their children appropriately.

HEAD START Children ages three to five are better prepared to enter kindergarten through the provision of early childhood education, developmental screenings, health, nutrition, and human services. Their parents learn to support their family's development while reaching their own personal goals such as a GED or higher education.



KINDERGARTEN READINESS

Head Start children are assessed three times during the school year using Teaching Strategies GOLD, a research based online assessment tool, to monitor individual progress in the developmental areas of social, emotional, physical, language, literacy, cognitive and mathematics. Working together, teachers and families use the results to develop individualized education strategies to prepare each child for kindergarten. Early Head Start children are assessed four times per year and also receive individualized instruction to support their transition to Head Start. Also, children who are going to kindergarten are screened using the Pre-K PALS Assessment tool three times within a school year. It measures the child's knowledge of important emergent literacy fundamentals including: name writing, alphabet knowledge, beginning sound awareness, print and word awareness, rhyme awareness, and nursery rhyme awareness.

THESE PROGRESS OUTCOMES WERE MEASURED IN THE 2016 – 2017 SCHOOL YEAR:

Early Head Start children ages 1–2 years old achieved **14% growth** in the social emotional domain. Language skills grew by **15%**.

Head Start 3 year olds achieved **18% growth** in the social emotional domain and **15% growth** in literacy.

What can People do?

FAMILY ENGAGEMENT ACTIVITIES

Our Child and Family Development services provide opportunities for families to become engaged in their child's education by encouraging them to volunteer in their child's classroom, and to set educational goals for their child with their child's teacher. Through parent committee activities at each site, parents have the opportunity to assist staff in planning family engagement events and educational field trips. Each parent committee elects two representatives to serve on the program's policy council. Families are offered training sessions that will help them enhance current skills, gain new skills, and increase social capital. Participation in these groups and in the classroom provides a venue for parents to build upon leadership and advocacy skills. In 2016 these included, but were not limited to:

- 570 parents and former parents volunteered 44,631 hours in their child's classroom/home based visits, at group socialization and in completion of take-home activities



- 169 fathers identified their family needs through family assessment
- 151 fathers worked to set and achieve family goals
- 218 fathers participated in child development experiences for their child including home visits and parent-teacher conferences
- 69 fathers improved parenting skills through involvement in educational workshops



CHILDREN DEVELOP SKILLS FOR SCHOOL READINESS

HEAD START AND EARLY HEAD START FINANCIAL INFORMATION

FUNDING SOURCES

FEDERAL FUNDING	\$ 4,465,545
LOCAL FUNDING	\$ 21,870
TOTAL	\$ 4,487,415

EXPENDITURES AND BUDGET

Budget Category	2016-2017 Actual (%)*	2017-2018 Proposed (%)
Personnel	49.0%	49.0%
Fringe Benefits	25.0%	28.0%
Travel	<1.0%	<1.0%
Equipment	0.0%	<1.0%
Supplies	2.0%	2.0%
Contractual	0.0%	0.0%
Other	23.0%	20.0%
Total	100.0%	100.0%

* 2016-2017 actual is based on Head Start and Early Head Start funds for the budget period 12/01/16 through 6/30/17.

"The newest research finds 13% return on investment for comprehensive, high-quality, birth-to-five early education. This research analyzes a wide variety of life outcomes, such as health, crime, income, IQ, schooling and the increase in a mother's income after returning to work due to childcare."

—JAMES HECKMAN, HECKMANEQUATION.ORG

GOAL: PEOPLE MOVE OUT OF POVERTY

Housing Services

ACTIVITIES

Homeownership Services assisted

15 families in becoming homeowners.

331 clients gained knowledge and skills needed to become homeowners, improved their credit rating, received mortgage default counseling or reverse mortgages. **66 clients** were assisted with foreclosure prevention counseling.

910 low- to moderate-income individuals resided in People Incorporated's affordable rental housing properties.

18 chronically homeless individuals obtained Permanent Supportive Housing

187 low-income individuals obtained safe, affordable housing through **rental assistance** that fills the gap between the housing cost and the amount that their household can afford.

Weatherization repairs on 43 homes **improved living conditions** and **reduced energy bills** for 89 individuals.

Housing rehabilitation provided funding and construction management services to **8 households** to complete general housing renovations.

HOMELESS PREVENTION AND RAPID RE-HOUSING This program provides a variety of assistance that includes short-term or medium-term rental assistance, housing relocation, and stabilization services.

PERMANENT SUPPORTIVE HOUSING Chronically homeless individuals and families with disabilities receive housing and supportive services to move toward self-sufficiency. Services include job training, transportation, and assistance with mental health care and substance abuse counseling. Kings Mountain, in Bristol, Virginia, is single occupancy living for men. In Culpeper and Fauquier, the Foothills Housing Network Permanent Supportive Housing is scattered site leasing for individuals and families.

HOME OWNERSHIP Low- and moderate-income families receive one-on-one or group homeowner education and housing counseling services, including foreclosure prevention counseling. Down payment assistance is also provided to eligible individuals and families for homeownership.

AFFORDABLE RENTAL HOUSING A total of 578 units, consisting of one, two, and three bedroom apartments with affordable rents, are available to seniors, individuals, and families located throughout Virginia.

SECTION 8 RENTAL ASSISTANCE Rental assistance payments are available in Washington County for privately owned, scattered site existing housing.

WEATHERIZATION Eligible households receive energy audits and housing improvements including insulation and heating system repairs that increase energy efficiency and safety.

1136



FAMILIES AND INDIVIDUALS
IMPROVE HOUSING SITUATION



REAL VOICES: PEOPLE MOVE OUT OF POVERTY

Families and individuals improve housing situation

Permanent supportive housing

Due to inability to pay his rent, Marshall Banks was living on his social security disability in an RV pulled from a landfill in Culpeper County. The RV did not have electricity. In order to survive, he got a loan for a car so he could have access to heat and air—and used an outdoor grill to prepare food. Unfortunately, he was being charged \$50 per month to park in a lot but had to use most of his income for gas for the vehicle. Marshall remained homeless in the RV for over three years before he was told it was not meant for human habitation due to mold and lack of electricity. He began sleeping under bridges or anywhere he could until he was accepted into People Incorporated’s Permanent Supportive Housing (PSH) in Culpeper, with assistance from members of the Foothills Housing Network.

People Incorporated helped Marshall find a one bedroom apartment in a senior living community. He was given furniture and household goods through donations to the program. “The first night I was here, it was like heaven,” Marshall claimed. Marshall will be provided with rental assistance for a year but will only have to pay 30% of his income towards rent after that. Marshall’s next steps towards self-sufficiency are to get his driver’s license restored and credit in better condition.



REAL VOICES: PEOPLE MOVE OUT OF POVERTY

Families and individuals improve housing situation • Increase financial skills

Finding a way home

Early in 2017, Connie Stevens had to leave her home due to family disputes. She did not have a job, food, or a place to go. She was informed of People Incorporated’s Russell County Shelter. Once there, staff began helping her find a permanent home, furniture, clothing, and food. Connie was already working with another agency to assist her in getting her Social Security benefits but People Incorporated guided Connie through the process. Connie was in the shelter for a few months but she gained confidence, friends, and life skills to better prepare her for the next chapter. During this time, Connie was enrolled in Rapid Re-housing services where she qualified for rent, utility, and deposit assistance. With staff’s assistance, Connie was able to find a home in Lebanon. Connie is now in discussion with the landlord about renting to own the home. Connie stated, “If it wasn’t for People Incorporated, I’d be homeless and living on the streets somewhere. I appreciate all the help.”



Building Futures, Realizing Dreams

GOAL: PEOPLE MOVE OUT OF POVERTY

Community Services

ACTIVITIES

406 victims of domestic violence and/or sexual assault were assisted and **181** were provided with **court advocacy** services.

134 adults and children, all facing homelessness because of domestic violence, were sheltered.

112 children were provided with Court Appointed Special Advocates.

102 eligible adults received free dental care.

355 returning citizens received employment services and counseling.

81 obtained employment.

100% of students in the Improving Scholars program improved their performance in school.

85 high school students learned about the benefits of higher education through Project Discovery; **19** students graduated, **18** enrolled in college and **1** entered the military.

112 families including **170 children**, birth to age six, improve their health and quality of life.



COMPREHENSIVE HEALTH INVESTMENT PROJECT (CHIP) Families with children improve their self-sufficiency by reaching self-identified goals that strengthen the family unit. CHIP strives to help parents provide an environment where children grow up healthy, safe, and ready to learn.

COURT APPOINTED SPECIAL ADVOCATE (CASA) Abused and neglected children obtain safe, permanent homes with the assistance of a court assigned volunteer to represent the child's best interest. Children represented by CASA are less likely to spend time in long-term foster care and less likely to re-enter foster care.

DOMESTIC VIOLENCE SERVICES Survivors of domestic abuse or sexual assault achieve safety and independence as they receive housing and supportive assistance, including a 24-hour hotline service, temporary emergency shelter, referrals, support groups, transportation, and court advocacy for survivors of violence and sexual assault.

"Many factors, such as race and Hispanic origin, gender, citizenship, English-speaking ability and geographic location do influence work-life earnings but none had as much impact as education." —CENSUS.GOV

IMPROVING SCHOLARS At-risk middle and high school students are kept on the path toward academic and career goals with weekly guidance that improves their scholastic performance and helps them avoid delinquent behaviors.

PROJECT DISCOVERY Low-income high school students and potential first generation college students increase their chances of attending and succeeding in college by participating in this college access program, which provides workshops, leadership activities, and college campus visits.

VIRGINIA COMMUNITY ACTION RE-ENTRY SYSTEM (CARES) Returning citizens are assisted with the transition from state prison to life in the community by receiving supportive services including information, referral, counseling and employment assistance.

WASHINGTON COUNTY FREE DENTAL CLINIC Community dentists volunteer and provide tooth extractions for low-income individuals in Washington County.

REAL VOICES: PEOPLE MOVE OUT OF POVERTY

Customers increase educational level • Customers increase their life skills

Project Discovery: opportunity and leadership

Kaitlyn Allison was served by People Incorporated’s Project Discovery initiative for all four years of high school. She went on more than 10 campus visits and volunteered for Washington County’s Family Fun Day and Operation Christmas Child. Agency staff helped her with financial aid, college processes, preparation for college, and where she wanted to go after graduation.

Kaitlyn is currently attending Virginia Highlands Community College for her second Associate’s Degree. She graduated with an Associate’s degree in Arts & Science in May 2017 but decided she wanted to also get her Criminal Justice degree. She wants to continue her education and become a police officer or a parole officer for youth. “I wouldn’t have known what to do without Project Discovery and I still get help whenever I have a question,” Kaitlyn said.



Kaitlyn’s younger sister, Mackenzie, is currently in Project Discovery. She learned about the opportunity from her sister and has participated in the program for all four years of high school. She has gone on many campus visits, after school meetings, and learned information to assist her in her graduation plans. Mackenzie is currently a senior in high school and knows that she wants to attend Bluefield College or join the military. According to Mackenzie, “Project Discovery helped me so much.”

Both Kaitlyn (right) and Mackenzie (left) will remain involved with the program by serving as members of People Incorporated’s Local Advisory Board.



REAL VOICES: PEOPLE MOVE OUT OF POVERTY

Children obtain healthcare • Children develop school readiness

A future for Caynen

Zina Crowe was referred to People Incorporated by the local Community Services Board. A Family Advocate went to her home to discuss available services with Zina for her grandson, Caynen, who is a non-verbal, autistic child. Zina decided the Early Head Start home-based program suited them best. Once enrolled, staff assisted Zina with completion of paperwork needed to establish legal custody and with applying for Social Security and other benefits.

With assistance from People Incorporated, Zina was able to enroll Caynen in a special needs Pre-K 3 year old program to assist him with speech and occupational therapy services. Through the program, Caynen could attend Pre-K twice a week and remain in the home-based program.

After Caynen reached the age limit for the home-based program the family continued working with People Incorporated to access additional services through Comprehensive Health Investment Project (CHIP). Zina feels she has been provided many tools to assist with Caynen’s future. Zina says that, “Without People Incorporated, I don’t know what I would have done.”



SERVICE AREA AND OFFICE LOCATIONS

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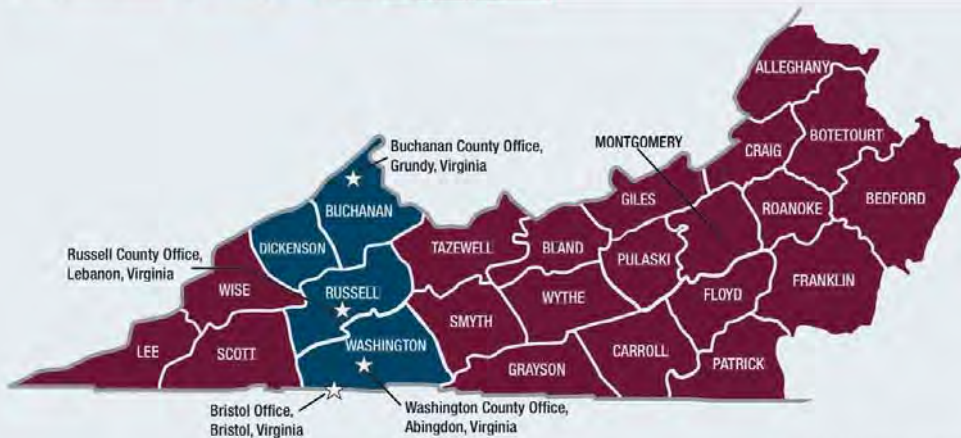
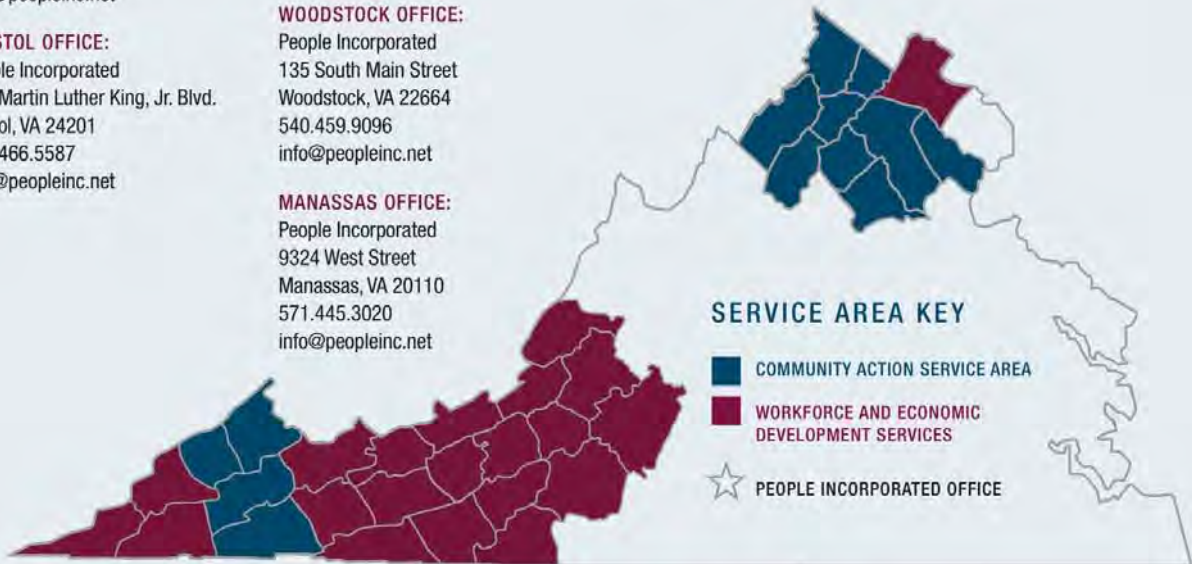
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Scan this QR code with your Smart Phone to visit www.peopleinc.net



GOAL 2



Communities experience positive development

People Incorporated works in partnership with business, government, industry, and educational institutions to positively impact communities throughout our 32-county Virginia service area. Through these efforts, specific goals for community development are achieved and sustained.

As a five-time New Markets Tax Credits (NMTC) Allocatee, People Incorporated innovates to find new and impactful ways of addressing the effects of poverty in the communities the agency serves. By using NMTCs to raise private investment capital, People Incorporated has been able to bring its community development lending to a new and dramatic scale, and significantly increase the volume, scope, velocity and impact of the investments that we make in predominantly rural low-income communities.

438



**JOBS CREATED OR RETAINED
AS A DIRECT RESULT OF
PEOPLE INCORPORATED**



REAL VOICES: COMMUNITIES EXPERIENCE POSITIVE DEVELOPMENT

Building community assets • Spurring business growth



The Bristol Hotel

The revitalization and repurposing of Bristol's tallest, most iconic building will have immediate and long-lasting impact on downtown Bristol and the Tri-Cities region. This project will provide 86 jobs within the first year, not including construction, and will grow to more than 100 jobs over the following five years after opening. As a result, The Bristol Hotel will contribute over \$2.6 million in local salaries and wages as well as over \$600,000 in additional state and local revenue. As the developer said, "The renewed activity centered around The Bristol Hotel as a destination will generate increased traffic for local businesses while elevating visibility for the Bristol community to further spawn economic growth and activity. While all of the sources of capital were vitally critical to the financing of the +\$25 million project, including federal and historic tax credits, bank loans, and grants from Virginia Tobacco Commission and City of Bristol, Virginia, the \$11.6 million in New Markets Tax Credit provided by People Incorporated was the 'game changer' in making The Bristol Hotel a reality."

GOAL: COMMUNITIES EXPERIENCE POSITIVE DEVELOPMENT

Community Economic Development Services

ACTIVITIES

895 free Federal income tax returns prepared.

Taxpayers saved approximately **\$179,000** in tax preparation fees and received **\$310,937** in EITC (earned income tax credit).

7 IDA participants graduated to start up or expand their business.

2 IDA participants graduated to pursue educational goals.

21 business loans closed totaling **\$1,310,191**.

13 micro loans totaling **\$332,043.51**.

17 businesses started or expanded due to financial services.

438 jobs were created or retained as a result of community economic development services.

23 business loans were repaid in full.

1,317 participants trained in financial literacy, microenterprise, or received one-on-one technical assistance.

43 consumer loans were closed, totaling **\$145,922**.

28 consumer loans paid in full.

EARNED INCOME TAX CREDIT OUTREACH PROGRAM Individuals and families are assisted to claim all eligible tax credits through free federal income tax preparation and electronic filing to maximize refunds.

BUSINESS LOAN SERVICES Access to capital for microenterprise and small business loans ensures that qualified business owners have the financing they need to grow their business to its full potential and create jobs.

TECHNICAL ASSISTANCE AND TRAINING Small business owners who receive technical assistance or attend business training workshops are better prepared to succeed in business and to strengthen their balance sheet.

CONSUMER LENDING The program offers an affordable alternative to payday and title lenders and provides access to credit counseling and financial literacy training to help borrowers get their finances back on track.

INDIVIDUAL DEVELOPMENT ACCOUNTS (IDA)

IDAs facilitate a pattern of regular savings for modest income working families using matching funds. Clients build assets and long-term economic security.

NINTH DISTRICT DEVELOPMENT FINANCING (NDDF) Local economies are enhanced through this specialty loan program that enables tourism-based business owners to start or expand their businesses with below market rate financing in the Ninth Congressional District of Virginia.

NEW MARKETS TAX CREDITS New Markets Tax Credits attract private investment to community development projects in low-income communities by offering tax credits to investors in return for qualified equity investments. The funds finance high impact businesses that create jobs and build opportunities and economic growth in low-income communities.



17

**BUSINESSES RECEIVED START-UP
OR EXPANSION LOANS**

REAL VOICES: COMMUNITIES EXPERIENCE POSITIVE DEVELOPMENT

Families and individuals improve housing situation • Consumer loans

Consumer loan enables home repairs

Velva Bostic and her husband were in desperate need of home repairs. After many years of deterioration, a leaking roof, and storm doors falling apart—the bathtub fell through the floor, breaking waterlines loose. Medical bills and trips to the doctor for her husband resulted in debt in the hundreds of thousands and they were unable to pay for repairs. Velva called People Incorporated to ask about a consumer loan. In summer 2017, she applied for a loan with her son putting up his mobile home as collateral. The application was approved quickly. As soon as Velva was able to pick up the loan, she went to purchase supplies for all the repairs needed. She used the funds to have someone rebuild the bathroom with a shower, fix the roof, water seal her porch and install two new storm doors. “I thank People Incorporated from the bottom of my heart for the help they were able to give me.” Velva stated.



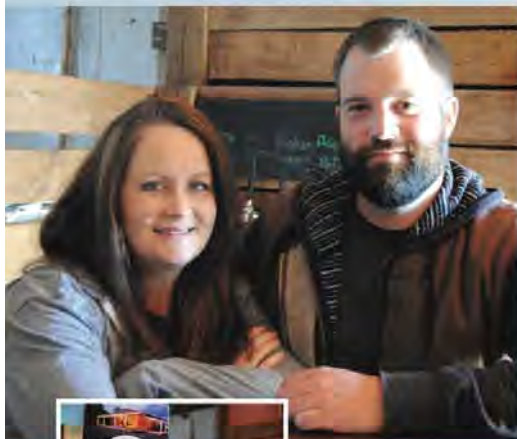
REAL VOICES: COMMUNITIES EXPERIENCE POSITIVE DEVELOPMENT

Building community assets • Spurring business growth

Old Trade Brewery

Housed in a remodeled horse barn, Old Trade Brewery is a small business start-up in Brandy Station, Culpeper County, Virginia. Garrett Thayer and his wife, Sara, prepared for this business venture for several years. They had saved money in order to apply for business loans through a traditional bank. However, several banks declined funding for the brewery. Thankfully, the Thayers were informed of People Incorporated’s business loans and were approved for over \$200,000 to make their dream come true.

Garrett did most of the carpentry, plumbing, and updates to the barn himself once funds were in hand. Once the barn was ready, the brewery opened in May 2017 and has since had over 3,000 customers. The brewery offers craft beer, food options (mainly local Virginia food), a dog park, children’s playground and entertainment. The brewery currently employs three part time employees and has growth plans for the near future, including expanding to hard cider and creating event space. “We would have had to start much smaller,” Garrett stated. “These funds allow us to buy the equipment we needed. I recommend People Incorporated all the time.”



Garrett and Sara Thayer, owners of Old Trade Brewery.

GOAL: COMMUNITIES EXPERIENCE POSITIVE DEVELOPMENT

Workforce Development Services

ACTIVITIES

57 adults attained gainful employment with an average wage of **\$14.36**.

74% of individuals completed training to advance job skills.

47 youth attained gainful employment with an average wage of **\$9.46**.

38 youth received vocational training leading to a certification or diploma.

204 youth exhibited new or improved job skills and/or advanced his or her education as a result of participation in **employment-focused training** and activities.

353 individuals who had become unemployed through no fault of their own received training and employment counseling services.

156 individuals obtained employment after furthering their education or receiving skills training through Dislocated Worker Program services.

WYTHEVILLE ONE-STOP CAMPUS As a Virginia Workforce Center, the One-Stop Campus provides a variety of employment, training, and career education services to job seekers, workers, employers, and youth.

DISLOCATED WORKER SERVICES Dislocated workers, unemployed through no fault of their own or who have received an official layoff notice, find employment through job training and employment services. Participants upgrade skills, obtain employment, improve job retention, and increase earnings.

ADULT SERVICES are designed to meet employer needs by helping job seekers upgrade skills, obtain employment, improve job retention, and increase earnings.

YOUTH SERVICES provide eligible youth with assistance in achieving academic and employment success. Effective and comprehensive activities, which include a variety of options for improving educational and skill competencies, provide effective connections to employers.



Workforce Development Offices and Service Areas



What can People do?

Because of changes to the coal-mining market, funding was made available through the (POWER) Partnerships for Opportunity and Workforce Economic Revitalization Grant to assist coal-mining employees that were displaced.

DISLOCATED WORKER SERVICES

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INDIVIDUALS OBTAIN EMPLOYMENT AFTER FURTHERING THEIR EDUCATION OR RECEIVING SKILLS TRAINING



REAL VOICES: COMMUNITIES EXPERIENCE POSITIVE DEVELOPMENT

Building community assets • Spurring business growth • Creating sustainable jobs

Dislocated Worker Services

Roop, Combs, and Powers

In May 2016, Kennametal, a coal-mining tool manufacturer in Chilhowie, Virginia, announced it would be closing its doors and 89 workers would lose their jobs. Because of changes to the coal-mining market, funding was made available through the (POWER) Partnerships for Opportunity and Workforce Economic Revitalization Grant to assist coal-mining employees that were displaced. Robert Roop, Paul Combs and Jimmy Powers were three of these employees.

They enrolled in People Incorporated's Dislocated Worker services shortly after their layoff. They had only worked at Kennametal, so the challenge and obstacles with starting over were intimidating. People Incorporated partnered with Wytheville Community College for their Powerline Worker Program. Due to this partnership, all three attended the eight week training course that prepared them for the career field. In addition, Jimmy Powers completed an additional six weeks training to obtain a Commercial Drivers License.

During the final week of training, representatives from Pike Electric were there to observe and take notes on all the students' progress. Individual interviews were conducted and the students were told Pike Electric would make a decision and contact them if a hire offer was forthcoming. After their June 2017 graduation, Robert, Paul, and Jimmy were offered employment with Pike Electric. They began their jobs on July 14th and "feel like a new adventure" has begun.



GOAL 3



Be an agency of excellence

Practice effective partnerships • Be an employer of choice • Demonstrate financial stability

BUILDING EFFECTIVE PARTNERSHIPS: FUNDING PARTNERS

Advantage Capital Partners
 APCO Weatherization Services
 Abingdon Green Apartments, LLC
 Abingdon Terrace Apartments, LLC
 Abingdon Village Apartments, LLC
 Appalachian Markets Capital Investment Fund, LLC
 Bristol, VA
 Brunswick Manor, LLC
 CHIP of Virginia
 Clinch View Manor, LLC
 Continental Tire Sumter, LLC
 Corporation for National and Community Service
 Dante Housing, LLC
 Deskins Apartments, LLC

Deutsche Bank
 Dickenson County, VA
 Fauquier County, VA
 Fahe
 Federal Emergency Management Agency
 Federal Home Loan Bank of Atlanta
 Friends of Southwest Virginia
 Health Resources and Services Administration
 Historic Masonic Theatre, LLC
 Individual Donors
 Jonesville Manor Apartments, LLC
 Knauf Insulation, Inc.
 LowCountry BioMass, LLC
 Morgan County Real Properties I, Inc
 Morgan County Real Properties II, Inc.

Neighborworks America
 New River Mount Rogers Workforce Investment Board
 Ninth District Development Financing, Inc.
 Norton Green Apartments, LLC
 Opportunity Finance Network
 PFVW, LLC
 Project Discovery of Virginia
 Pulaski Village Apartments, LLC
 Riverside Place Apartments, LLC
 Rural New Markets Fund, LLC
 SkyPAC Tenant, Inc.
 Sweetbriar, LP
 Tazewell County, VA
 Town of Haysi, VA
 Southwest Virginia Legal Aid Society
 Southwest Virginia Workforce Development Board
 Spruce Hill Apartments, LLC
 Tobacco Region Revitalization Commission
 Toms Brook Apartments, LLC
 UC Real Properties, Inc.
 U.S. Department of Agriculture
 U.S. Department of Criminal Justice Services
 U.S. Department of Energy

U.S. Department of Health and Human Services
 U.S. Department of Housing and Community Development
 U.S. Department of

Volunteer hours 2017
57,603

Housing and Urban Development
 U.S. Department of Treasury
 U.S. Small Business Administration
 Valley Vista Apartments, LLC
 Virginia Community Action Re-entry Solutions, Inc.
 Virginia Community Action Partnership
 Virginia Department of Health
 Virginia Department of Housing and Community Development
 Virginia Department of Social Services
 Virginia Housing Development Authority
 Internal Revenue Service
 Warren County, VA
 Washington County, VA
 Wells Fargo Foundation
 West Lance Apartments, LLC

Partnerships

People Incorporated works in partnership with business, government, industry, and educational institutions to positively impact communities throughout the service area.





BE AN AGENCY OF EXCELLENCE

People Incorporated of Virginia 2017 Board of Directors

Executive Committee

Chris Shortridge,
Chair, Buchanan County

David McCracken,
Vice Chair, Washington County

Alice Meade,
Secretary, Russell County

Vicki Porter,
Assistant Secretary, Russell County

John Ayers,
Treasurer, Shenandoah County

At-Large Members

Tommy Burris, *City of Bristol*

Tony Carter, *Warren County*

Ronald King, *City of Manassas*

Dennis Morris, *Shenandoah County*

Jan Selbo, *Fauquier County*

Board Members

Steven M. Botello

Dr. Janet L. Justice Crickmer

Betty Dean, Eula Ellison

Winona Fleenor, Linda Gibson

Yvette Goode, Bobbie Gullett

Crystal Hale, Sue Harless

Ashley Hartless, Coleen Hillerson

Tony Hooper, Elijah Johnson

Randi Knights, James Kraft

Stephanie Lillard, Phillip McCall

G. David Moore, Jr.

Kevin Mumpower

Jean Neal, John Richard Neese

Lisa Peacock, Doris C. Shuman

Billy P. Taylor, Larry H. Tiller

James E. Runion III

Kati Statzer, Danny Swartz

Nikole Williams, Wanda Williams

Larry D. Yates, Cathy M. Zielinski

A MESSAGE FROM THE BOARD OF DIRECTORS

This was a transformative year for People Incorporated; the changes that we made this year will increase our clients' success for years to come. For fifty-two years we excelled at developing and operating grant-funded programs that provided a range of anti-poverty services to people who wanted to enhance their lives, their families, and their communities. We are now becoming an organization that coordinates and marshals the resources that are needed to address the multiple needs of the individuals, families, and communities that we serve.

This year People Incorporated instituted a "no wrong door" policy, installed a new client assessment and management information system, and established a long-term follow-up and evaluation department. The staff and the Board have also identified long-term outcomes to be evaluated for the agency and each of its programs.

We believe that there is no silver bullet that will enable people to escape poverty. Low-income people often have more than one hurdle to clear in order to escape poverty, so they need multiple services and supports in order to make real progress. From this point forward, People Incorporated will help people assess their needs, develop goals, make plans, and create a unique bundle of services that address their needs and aspirations. When applicants approach any of our program staff, they complete an agency intake form that evaluates their need and eligibility for other services that we offer, as well as those offered by other service providers. With the applicants' permission, we will refer them to the appropriate person to apply for services, then we will follow-up to make sure that the services were received. Once people complete their service plans and are no longer our clients, we will follow-up with them to evaluate the impact of our services, to find ways to improve our effectiveness, and to determine if the former client could benefit from additional services.

Our new approach to how we provide services will increase the success of the people who come to us in a quest for a better life, while our new follow-up and evaluation capacity will also enable People Incorporated to manage to the outcomes that we have targeted. These core changes to the way that People Incorporated does business are transformational, and will provide for the long term stability and sustainability for the agency, and our clients, well into the future.

Sincerely,

Chris Shortridge
Chairman, Board of Directors
People Incorporated of Virginia



INDEPENDENT AUDITOR'S REPORT November 6, 2017

TO THE BOARD OF DIRECTORS, PEOPLE INCORPORATED OF VIRGINIA, ABINGDON, VIRGINIA

Report on Compliance for Each Major Federal Program

We have audited People Incorporated of Virginia and Affiliates' compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of People Incorporated of Virginia and Affiliates' major federal programs for the year ended June 30, 2017. People Incorporated of Virginia and Affiliates' major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of People Incorporated of Virginia and Affiliates' major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirement referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about People Incorporated of Virginia and Affiliates' compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of People Incorporated of Virginia and Affiliates' compliance.

Opinion on Each Major Federal Program

In our opinion, People Incorporated of Virginia and Affiliates, complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2017.

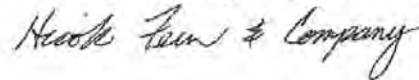
Report on Internal Control Over Compliance

Management of People Incorporated of Virginia and Affiliates is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered People Incorporated of Virginia and Affiliates' internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of People Incorporated of Virginia and Affiliates' internal control over compliance.

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency or combination of deficiencies, in internal control over compliance such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.



HICOK, FERN & COMPANY, CERTIFIED PUBLIC ACCOUNTANTS, November 6, 2017

*Hicok, Fern &
Company*

**Certified Public
Accountants**

Thomas M. Hicok,

CPA, CVA, MAFF¹⁻¹⁷

James H. Fern, CPA, CVA¹⁷

David B. Brown, CPA

Juan J. Garcia, CPA

Karen L. Jackson, CPA

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Abingdon, Virginia

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hicokfern&co@firmcpa.com

*Members of American
Institute of Certified
Public Accountants*

*Members of
Virginia Society of Certified
Public Accountants*

*All Accountants Licensed In Virginia
With Additional Licensures Noted: *KY;
**NC; **TN; **WV*

**Members of National Association of
Certified Valuation Analysts*

A complete copy of our
audited financial statements is
available at www.peopleinc.net or
upon request

STATEMENT OF CONSOLIDATED FINANCIAL POSITION For June 30, 2017

		Total
ASSETS		
Current Assets		
Cash and cash equivalents	\$	1,081,637
Vacation trust account		179,270
Receivables:		
Grants		1,979,892
Clients		127,946
Contracts		316,350
Rents, Interest, and Other (net of allowance of \$11,326)		111,543
Related Party		1,809,916
Inventory		58,845
Prepaid expenses		123,168
Other current assets		83,547
Total Current Assets	\$	5,872,114
Long-term Assets:		
Notes receivable (Net of allowance for bad debts of \$66,583)		3,678,816
Notes receivable - related party		4,368,734
Property, plant, & equipment		27,762,132
Accumulated depreciation		(8,317,958)
Total Long-term Assets		27,491,724
Other Assets:		
Deferred Developer Fees		3,064,464
Investments		576,647
Total Other Assets		3,641,111
Total Assets	\$	37,004,949
LIABILITIES & NET ASSETS		
Current Liabilities:		
Accounts payable	\$	961,759
Accrued expenses		480,510
Deferred revenue		309,334
Retainage Payable		117,263
Refundable deposits		1,341,525
Lines of Credit		454,705
Lease obligations payable - current		22,846
Notes payable - current		449,875
Total Current Liabilities	\$	4,137,817
Long-term Liabilities:		
Compensated absences		1,622,394
Lease obligations payable - net of current		-
Notes payable - net of current		3,738,748
Total Long-term Liabilities		5,361,142
Other Liabilities:		
Deferred Developer Fees		3,064,464
Total Other Liabilities		3,064,464
Total Liabilities	\$	12,563,423
NET ASSETS		
Unrestricted		
Undesignated		6,964,100
Board Designated - Reserve Fund		174,978
Total Unrestricted		7,139,078
Temporarily restricted		17,302,448
Total Net Assets		24,441,526
Total Liabilities & Net Assets	\$	37,004,949

Building Futures, Realizing Dreams

21

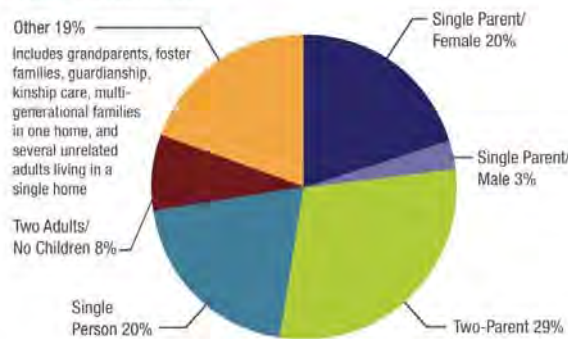
STATEMENT OF CONSOLIDATED ACTIVITIES

For the year ended June 30, 2017

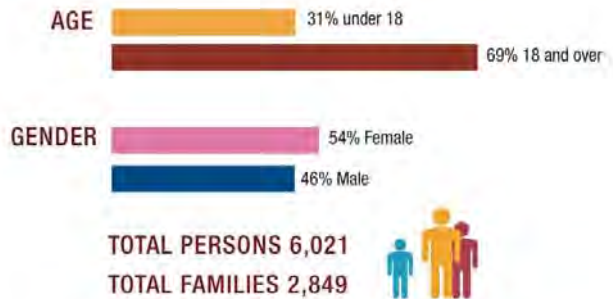
REVENUES	Unrestricted	Temporarily Restricted	Total
Grants	\$ 1,054,731	\$ 10,919,267	\$ 11,973,998
Other	2,177,971	78,594	2,256,565
Interest	144,957	84,065	229,022
Contributions	1,537	4,811	6,348
In-Kind	248,807	-	248,807
Net assets released from restrictions:			
Satisfaction of program restrictions	10,955,280	(10,955,280)	-
Total Revenues	14,583,283	(131,457)	14,714,740
EXPENSES			
Program Services			
Community Services	1,667,426	-	1,667,426
Community Development	766,336	-	766,336
Community Economic Development	840,766	-	840,766
Children & Family Services	4,331,462	-	4,331,462
Housing	3,197,509	-	3,197,509
Workforce Development	2,273,957	-	2,273,957
Support Services			
General and Administrative	1,692,724	-	1,692,724
Fundraising	345,020	-	345,020
Total Expenses	15,115,200	-	15,115,200
Change in Net Assets	(531,917)	131,457	(400,460)
Net Assets At Beginning of Year	7,670,995	17,170,991	24,841,986
Net Assets At End of Year	\$ 7,139,078	\$ 17,302,448	\$ 24,441,526

A complete copy of our audited financial statements is available at www.peopleinc.net or upon request.

FAMILY STRUCTURE

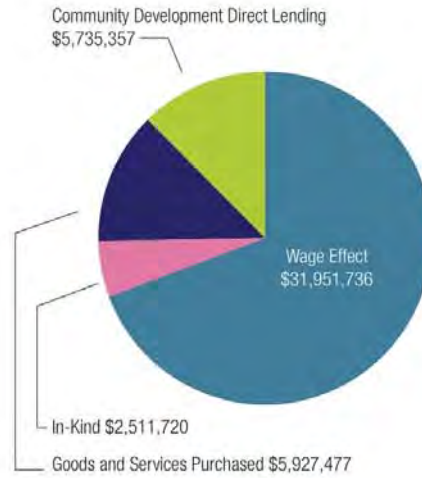


CLIENT PROFILE



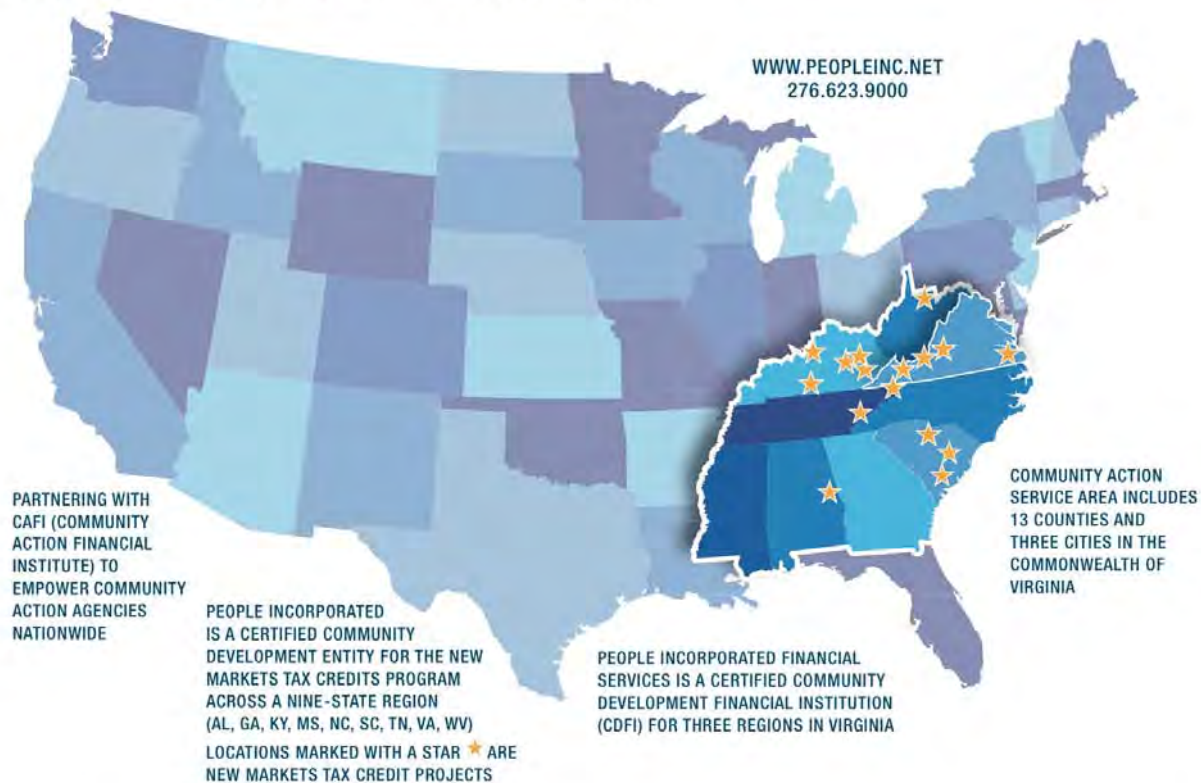
ANNUAL ECONOMIC IMPACT *Total, Fiscal Year 2017*

Wage Effect	\$ 31,951,736
Goods and Services Purchased	5,927,477
In-Kind	2,511,720
Community Development Direct Lending	5,735,357
Total Economic Impact	\$ 46,126,290



NATIONAL AND REGIONAL IMPACT

People Incorporated excitedly anticipates expanding our ability to meet our mission regionally and nationally as we continue to provide opportunities for economically disadvantaged people to reach their goals in order to enhance their lives, their families and their communities.



Building Futures, Realizing Dreams



Scan this QR code to donate with credit card through PayPal, or visit www.peopleinc.net/volunteer-donate.htm



1173 West Main Street | Abingdon, VA 24210
276.623.9000 | info@peopleinc.net
www.peopleinc.net

Memorandum

TO: Board of Supervisors
FROM: Alison Teetor
SUBJECT: Historic Resources Plan – Set public hearing
DATE: May 15, 2018

The Historic Resources Plan is an implementing component of the Clarke County Comprehensive Plan. The Historic Resources Plan outlines the County's goals and objectives in helping to preserve its numerous historic structures and properties. It contains background information on past and current historic preservation efforts, and details on rehabilitation standards and tax credit programs offered through State and Federal programs. Policies focus on the County's role to assist and facilitate property owners to place their properties on historic registries or in easement, to create ordinance language to protect existing historic resources, and to promote current and future historic preservation efforts.

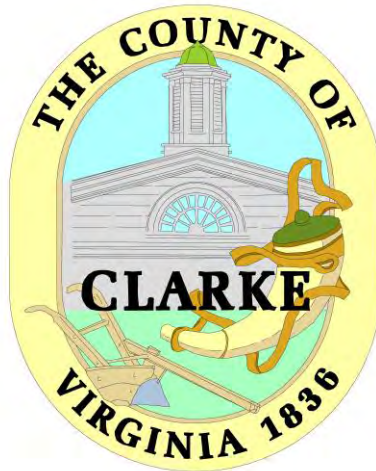
The HRP has been updated to incorporate new National Register Districts added since the last update in 2007. In addition, goals and objectives be added to the plan. Ms. Betsy Arnett will be at the meeting to describe the plan update in detail.

The Comprehensive Plan committee and the Planning Commission have recommended that the Board set Public Hearing for the attached Historic Resources Plan (HRP).

Recommendation

Set Public Hearing for the Historic Resources Plan for June 19th.

HISTORIC RESOURCES PLAN
Clarke County Comprehensive Plan
Implementing Component



2018 DRAFT REVISED PLAN

HISTORIC PRESERVATION COMMISSION (2018)

Betsy Arnett, Chair
Page Carter, Vice-Chair
Doug Kruhm, Planning Commission Liaison
Terri Catlett, Board of Supervisors Liaison
Katherine Berger
Anne Caldwell
Bob Stieg
Robin York

Maral S. Kalbian, Architectural Historian
Brandon Stidham, Planning Director
Alison Teetor, Natural Resources Planner

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

The Clarke County Historic Resources Plan was first adopted 2001 March 20, revised and readopted on 2007 March 20, and revised and readopted on DATE

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Clarke County History and Historic Resources

Native Americans inhabited the area of Clarke County for centuries before the first Europeans, with their African slaves, settled the region. Several prehistoric archeological sites have been discovered on the banks of the Shenandoah River in Clarke County, and records indicate that there are potentially thousands of such sites throughout the County. Native Americans passed through the Shenandoah Valley, a major trade route between present-day New York and Georgia. The Shenandoah River (“Daughter of the Stars”) and the Opequon Creek, are Indian-named, reflecting the heritage of the County's indigenous people. Although few Native American groups were resident in the Shenandoah Valley at the time of European settlement, the area remained within the territorial organization of tribes to the north and west.

Europeans first came into the Shenandoah Valley in the early 1700s. Thomas Fairfax, Sixth Baron Fairfax of Cameron (1693-1781), was the proprietor of the Northern Neck of Virginia as heir to the 1688 royal charter to the land between the Rappahannock and Potomac Rivers. Just less than half of Clarke County was part of a 50,212-acre grant given as payment by Lord Fairfax in 1730 to his agent Robert “King” Carter, the wealthiest and most prominent landholder in the Tidewater of Virginia. The remaining area of the County was distributed in smaller grants, either by the Council of Virginia or Lord Fairfax, or retained by him as the Manor of Greenway Court (his home after 1752) and as the Manor of Leeds. Several buildings and structures of the Greenway Court complex remain, including the 1761 Land Office. The village of White Post, near Greenway Court, grew up around the prominent post directing new settlers to Greenway Court. By tradition, the first post was erected in the early 1750s by George Washington, then a surveyor for Lord Fairfax.

Carter’s land in Clarke County was mostly unavailable for settlement until the mid-1700s when it was divided into tenancies and rented out to farmers. With the end of the Revolutionary War in 1783 and the commercial decline of tobacco, settlers from the Tidewater, most of whom were Carter’s descendents, began to move to Carter’s land in greater numbers. The Tidewater families imported their lifestyle, their appreciation of stylish architecture, their wealth, and the slave system, all of which are reflected in the structures they built. One of the Tidewater settlers was “King” Carter’s great-grandson, Nathaniel Burwell, builder of Carter Hall, the leading plantation in the County. The village of Millwood, near Carter Hall,

developed around a prominent commercial mill completed in 1786. It was operated by Burwell and Revolutionary War hero, General Daniel Morgan. The establishment of this and several other mills during the late eighteenth and early nineteenth centuries reflects the transition from tobacco planting to wheat farming by Tidewater families.

African slaves brought from the Tidewater made the settlement and production of large plantations possible in Clarke County. In the 1840 census, over 50% of the County's population was of African descent. By 2005, the percentage of African Americans in the County had dropped to less than 7%.

Pioneers migrating south from Pennsylvania, New York, New Jersey, and Maryland in search of rich farmlands formed the broad pattern of European settlement of the Lower Shenandoah Valley. These people were, for the most part, Scots-Irish, English Quakers, and Germans, and they settled in the portion of the northern Shenandoah Valley that today is known as Frederick County and, to a lesser extent, in what is now Clarke. Clarke County was part of Orange County until 1738, when Frederick County was established out of Orange. Clarke remained part of Frederick County until 1836, when it became a separate entity. The socio-economic differences between what is now Clarke and the rest of Frederick County, and the considerable distance to the county seat in Winchester, contributed to the separation of Clarke County from Frederick.

The Civil War brought an abrupt end to any new construction and growth in Clarke County. Two of the 384 primary Civil War battles identified by the Federal Civil War Site Advisory Commission occurred in Clarke County in 1864, the Battles of Cool Spring (800 casualties) and of Berryville (500 casualties). Other engagements and skirmishes took place as troops from both sides constantly passed through the County throughout the War, including Lee and his army on the way to Gettysburg in 1863. Numerous buildings, including houses, barns, and mills, were destroyed in 1864 as part of Sheridan's campaign to end the Shenandoah Valley's role as the "breadbasket of the Confederacy," providing Confederate troops with food and grain.

After the Civil War ended, recovery came slowly, and Clarke County saw little growth until the 1880s when the Shenandoah Valley Railroad (now Norfolk Southern) was constructed and provided improved access to larger markets.

2018 DRAFT REVISED HISTORIC RESOURCES PLAN

Clarke County was a highly productive agricultural county throughout the nineteenth century. According to 1860 census data, although Clarke was the smallest county in the Shenandoah Valley, it had the largest percentage of land in farms and ranked second in wheat production in the Valley. Wheat was the largest cash crop in the County until the early 20th century, when it was replaced by apple production. Clarke County's abundance of bluegrass has long made it a desirable location for horse breeding. The Tidewater families brought their thoroughbreds with them and began a tradition of horse breeding that has continued to the present. By the beginning of the 21st century, apple production declined, while beef and dairy cattle and horses were the mainstays of the local agricultural economy.

Berryville, incorporated in 1798, is the largest town in the County. It was first settled in 1775 and was originally known as Battletown, due to its rowdy taverns. Its location at the intersection of major roads leading to Alexandria, Baltimore, and Winchester made it the commercial center of the County and insured its selection as the seat of County government. Boyce, the second town of the County, was incorporated in 1910. It was originally settled in 1880 at the crossing of the Millwood-Winchester Turnpike (now Route 723) and the newly built Shenandoah Valley Railroad (now Norfolk Southern).

Today, Clarke County remains primarily rural, and agriculture is still one of its main sources of income. Berryville remains the commercial, governmental, and manufacturing center of the County. In the late 20th century, people increasingly moved to the County to construct new homes in rural settings, as well as restore older residences. In order to preserve the agricultural economy of the County and its rural character, the County enacted innovative land use regulations in 1980. These regulations limited residential growth in rural areas and focused new housing in the Berryville area.

The large number and diversity of historic structures and buildings accentuate Clarke County's rural and agricultural environment. A Countywide archeological assessment was completed in 1993 to survey the Native American presence. Possible sites of several palisade villages were located, as well as thousands of individual dwelling sites. All pre-World War II structures were also documented with reconnaissance-level surveys. A total of 962 historic properties were identified (each of which may include several structures), dating from the early 1700s through 1941 in the rural portions of the County. From approximately the same period, 236 historic structures and buildings were identified in Berryville, 100 in Boyce, 58 in

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Millwood, and 28 in White Post. Since then, approximately 300 additional historic properties in the county have been documented. Descriptions of all of these historic resources are available through DHR's database, Virginia Cultural Resources Information System (V-CRIS).

As a follow-up to the general identification of historic properties, more than 45% of the County has been placed in the Virginia Landmarks Register and the National Register of Historic Places, including the historic districts of Greenway (1993; 30 square miles), Long Marsh Run (1996; 16 square miles), Cool Spring Civil War Battlefield (1995; 6 square miles), Bear's Den (2008; 1,855 acres), Chapel (2013; 18 square miles), Berryville (1987; 150 acres), Boyce (2003; 102 acres), White Post (1983; 30 acres), and Josephine City (2015; 40 acres), as well as 28 individually listed structures. In addition, Greenway Court (the site of Lord Fairfax's home and land office) and Saratoga (the home of Daniel Morgan) have been designated National Historic Landmarks, the highest level of national recognition for an historic property.

Clarke County is part of the Mosby Heritage Area, the first heritage area designated in Virginia. Named for Colonel John S. Mosby, who operated in this area with his Rangers during the Civil War, this heritage area encompasses parts of six counties and seeks to preserve the unique historical, cultural and geographical resources of the region. Clarke is the only county included in its entirety. In addition, Clarke County is one of eight counties that constitute the Shenandoah Valley Battlefields National Historic District, established by Congress along with the Shenandoah Valley Battlefields Foundation, which preserves, interprets, coordinates, and promotes all the battlefields in the National Historic District.

Clarke County Historic Preservation Projects

While part of the Washington Metropolitan Statistical Area, Clarke County is on the rural fringe of Northern Virginia, an area that is quickly being developed. Clarke is fortunate to have many of its historic resources surviving to date. Several of the large estates have remained in family ownership or have been purchased by persons knowledgeable about and sympathetic toward historic preservation. The Clarke County Board of Supervisors has recognized the importance of historical resources to the community. They realize that by identifying and maximizing the benefits of these resources, future generations can make intelligent decisions about future development in the County.

Historic Preservation Commission. The Board of Supervisors (BOS) appoints the seven-member Historic Preservation Commission (HPC). Established in 1987, the HPC serves as the architectural review board for properties in the county-designated local historic districts.

The BOS recognizes that they will continue to support, through funding and staff time, historic preservation activities in the County. The HPC will bring priority projects to the BOS on annual basis, using Certified Local Government (CLG) grants and other funding opportunities to help offset the costs.

The Ordinance establishing the Historic Preservation Commission identifies its responsibilities as the following:

- Coordinate local historic preservation efforts with those of the Virginia Department of Historic Resources (DHR).
- Sponsor public information activities and publicize historic preservation efforts, such as: speaking engagements, handouts, press releases, films, and making awards to people who have made significant contributions to preserving the County's heritage.
- Report to the Planning Commission on its activities and make recommendations in an annual report to the Planning Commission and the BOS concerning the operation of the Preservation Commission and the status of Historic Preservation within the County.

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- Grant the right to display authorized plaques to commemorate buildings or sites that are important and significant physical features in Clarke County.
- Provide advice and recommendations to the Planning Commission on particular projects and developments, as specifically requested by the Planning Commission.
- Review projects and developments that may change or alter the historic character of an existing County Historic District and report findings to the Planning Commission.
- Issue Certificates of Appropriateness and formulate necessary administrative procedures, which shall include prescribed requirements for applications for such Certificates.
- Advise persons living within a County Historic District on measures that they may take to preserve the historic character of their District.
- Provide limited technical guidance to Clarke County citizens on questions regarding Historic Preservation such as the National Register of Historic Places, the Rehabilitation Tax Credits, Preservation Easements, and other related subjects.
- Develop specific guidelines for each County Historic District before establishment of each such District, to delineate specific criteria for the approval of Certificates of Appropriateness, based upon the criteria listed in County Zoning Ordinance Section 4-I-5-c and the distinctive characteristics and features of each District. After establishing a County Historic District, proposed changes or amendments to the specific guidelines for that District shall be reviewed by the Planning Commission before instituting or implementing such changes or amendments.
- Hold public meetings, as often as necessary, to fulfill the responsibilities assigned by this Ordinance.

County Historic Districts. At this time, two areas are designated as Local Historic Districts, one area in the village of White Post, encompassing 28 parcels, and seven parcels in the village of Millwood, primarily focused on its commercial core.

County Historic Rehabilitation Incentives. In 1990, Clarke County enacted legislation (Clarke County Code Section 11-24) that provides a ten-year freeze of a property's assessed value, if renovation on it is done according to The Secretary of the Interior's Guidelines for Rehabilitation and is approved by the HPC. As of 2017, several property owners have taken advantage of this initiative.

Current Historic Preservation Activities. Current projects and efforts of the Historic Preservation Commission include:

- The development of a publication that brings together the numerous archaeological and architectural studies of the County into one volume. The first phase of this project, developing a detailed outline of the book, was completed in June 2017.
- For several years, the HPC has focused on finding ways to discourage demolition by neglect of historic resources. This year (2017/2018) they received a Certified Local Government (CLG) Grant to make recommendations about developing a program that would select and prioritize buildings and applications for county stabilization funds.
- Find ways to discourage demolition by neglect of historic properties and encourage owners of abandoned historic properties to mothball them for later rehabilitation. Although priority is for properties within the county's local historic districts, a goal is to address all historic properties under threat.
- The HPC is interested in learning more about the history of several stone fish weirs that are located in the Shenandoah River. It is believed that these v-shaped stone structures were erected by Native Americans. Priority has been given to documenting and researching at least one of these structures.
- Continue to work closely with the Clarke County Building Department in order to fully document historic structures (outside of rural historic districts) before issuing a demolition permit.
- Continue to respond to citizens inquires regarding questions related to Historic Preservation issues and programs.

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Past Historic Preservation Accomplishments. Past accomplishments of the Historic Preservation Commission include:

DATE	DESCRIPTION OF PROJECT
1983	Listing of White Post to the National Register of Historic Places
1985	Survey of historic resources in Berryville, Millwood, and Boyce
1985	Listing of Berryville to the National Register of Historic Places
1989	Survey of rural historic properties in Clarke County - Phase 1
1991	Historic Access Corridor Overlay District
1992	Survey of rural historic properties in Clarke County - Phase 2
1992	Listing of Blandy Historic District to the National Register of Historic Places (700 acres)
1993	Listing of Greenway Rural Historic District to the National Register of Historic Places (19,000 acres)
1994	Archaeological Assessment of the County
1994	Listing of Josephine City School to the National Register of Historic Places (now the Josephine School Community Museum and the Clarke County African-American Cultural Center)
1995	Listing of Cool Spring Battlefield to the National Register of Historic Places (4,000 acres)
1995	Driving Tours highlighting historic sites
1996	Listing of Long Marsh Run Rural Historic District to the National Register of Historic Places (10,000 acres)
1996	Archaeological Mill Study
1997	Replacement of missing Historic Highway Markers
1999	New Historic Highway Markers
2000	Initiation of annual Clarke County Historic Preservation Awards Program
2000	Listing of Millwood Colored School to the National Register of Historic Places
2002	Renovation of Josephine School for use as the county's African-American Museum
2002	Completion of an African-American Historic Context and identification of communities
2003	Listing of Boyce to the National Register of Historic Places
2003	Rehabilitation Tax Credit for Old Clarke County Courthouse

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2004	Preliminary Information Form for the Bear's Den Rural Historic District
2004	Listing of Millwood Commercial Historic District to the National Register of Historic Places
2006	Greenway Court Architectural Assessment
2007	Henry A. Jordan Preservation Excellence fund for a planning session for Greenway Court
2007	Greenway Court - Continued Work
2007	Expansion of Greenway Historic District boundaries to include Ebenezer Baptist Church
2007	Listing of Bear's Den Rural Historic District to the National Register of Historic Places (2,000 acres)
2010	Greenway Court Phase 1 Rescue
2010	Chapel Rural Historic District Preliminary Information Form
2011	Architectural Survey of Chapel Rural Historic District
2012	National Register for Chapel Rural Historic District Form (11,496 acres)
2012	Architectural Survey and Preliminary Information Form for Josephine City Historic District.
2014	National Register for Josephine City Historic District
2014	Revised and expanded Historic District Walking and Driving Tour brochure
2017	Hurricane Sandy Grant for Greenway Court Repairs
2017	Detailed Outline for Book about Clarke County's Historical Resources

Clarke County has achieved the major milestone of having surveyed its historic resources and has made significant efforts in formally recognizing, protecting, and preserving these resources. In the future, efforts must be continued in the conservation of the County's heritage through public information and public assistance in compatible reuse projects. In addition, protecting the County's rich archaeological resources must also be a high priority. A balance between desires of property owners and respect for community identity must be achieved in order to benefit all.

Future Historic Preservation Activities. The Historic Preservation Commission has identified the following projects, programs, and initiatives for future consideration. Many of these projects are dependent upon funding, and the Commission will continue to seek grant funding to leverage local funding for historic preservation projects.

- Document under-represented historic resources, particularly Native American resources along the Shenandoah River and Opequon Creek, historic resources related to African-American history, and resources associated with other under-represented groups.
- Encourage more investigation of the county's archaeological resources.
- Update the architectural survey and National Register Historic District for the Town of Berryville and the village of White Post.
- Consider the creation of a National Register Rural Historic District in the northwestern part of Clarke County, which contains many early and significant historic resources.
- Encourage the update of older individual National Register nominations including Greenway Court, Old Chapel, the Burwell-Morgan Mill, Saratoga, Annfield, Carter Hall, Fairfield, The Tuleyries, and Clermont.
- Encourage community education about Historic Preservation incentives in the county.
- Encourage appropriate scale and form of new developments and construction within the county's historic villages and hamlets and investigate the possibility of initiating Conservation Districts in those areas.
- Work with the County Economic Development and Tourism authorities to maximize the economic benefits of the County's historic resources.
- Establish a Heritage Resources Roundtable that would meet bi-annually and that would include representatives from County and local organizations concerned with Historic Preservation.

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- Create a smartphone app with GPS navigation functionality from the driving tours of the historic resources in the County.
- Continue to seek opportunities for collaboration with state- and federally-owned properties in the County.
- Continue to seek grant funding from DHR as well as local foundations.
- Conduct periodic architectural surveys with the objective of maintaining an updated architectural database (with V-CRIS).
- Consider a plaque program whereby historically significant sites will be recognized.
- Work with residents wishing to identify and prepare nominations for individual properties and districts to the National Register of Historic Places.
- Work toward establishing a Heritage Tree program whereby exceptionally old, large, and grand trees are recognized for the contribution they make to the county's rich rural landscape.
- Work with the local officials in the Towns of Berryville and Boyce to help educate them about Historic Preservation opportunities available to them.
- Study, and possibly nominate to the Virginia Landmarks Register and the National Register of Historic Places, the site of the Battle of Berryville.

State and Federal Historic Preservation Programs in Clarke County

The Commonwealth of Virginia encourages historic preservation through enabling legislation for local historic overlay districts and through its Department of Historic Resources (DHR). The DHR is made up of architectural historians, architects, archaeologists, historians, and archivists who administer the state's preservation program and serve as the State Historic Preservation Office in the federal preservation system. In 1995, DHR opened a satellite office in Winchester to serve the northern portion of the state. The office moved to Stephens City in 2006 and is now known as the Northern Region Preservation Office. The DHR works with local governments, private citizens, and organizations to carry out preservation programs.

A large part of these programs is the documentation of historic properties. Clarke County has conducted four historic surveys, the last completed in 1992. These surveys have resulted in the documentation of more than 1,300 historic properties (some containing multiple structures) in the rural parts of the County, 236 in Berryville, 100 in Boyce, 58 in Millwood, and 28 in White Post. These surveys were partially funded with County money and partially with grants awarded by DHR.

After general documentation of the County's resources through surveying, registering each important building provides formal certification of its historic value. The Virginia Landmarks Register and the National Register of Historic Places provide formal certification of the local, statewide, or national importance of a resource (building, district, sites or object) with integrity of location, design, setting, materials, feeling, workmanship, and association, in addition to the following four Criteria for Evaluation:

1. Properties associated with events that have made a significant contribution to the broad patterns of our history.
2. Properties associated with the lives of persons significant in our past.
3. Properties that embody the distinctive characteristics of a type, period, or method of construction or that represent a significant and distinguishable entity whose components may lack individual distinction.

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4. Properties that have yielded, or may be likely to yield, information important in prehistory or history.

When considering properties for the National Register, the National Park Service may determine that a property has outstanding historic qualities and designate it a National Historic Landmark. Currently, two properties in the County are listed as National Historic Landmarks, in part because of their association with significant historic figures, Lord Fairfax and Daniel Morgan (Figure 1).

<u>Property Name</u>	<u>DHR File #</u>
1. Greenway Court	021-0028
2. Saratoga	021-0070

Twenty-six additional individual properties and ten historic districts are listed in the State and National Registers.

<u>Property Name</u>	<u>DHR File #</u>
1. Annfield	021-0002
2. Bethel Memorial Church	021-0035
3. Blandy Experimental Farm	021-0550
4. Burwell-Morgan Mill	021-0023
5. Carter Hall	021-0012
6. Chapel Hill	021-0014
7. Clermont	021-0019
8. Fairfield	021-0029
9. Farnley	021-0030
10. Glendale Farm	021-0034
11. Guilford	021-0039
12. Huntingdon	021-0188
13. Josephine City School	021-0177
14. Long Branch	021-0095
15. Lucky Hit	021-0045
16. Meadea	021-0618
17. Millwood Colored School	021-0192-0008
18. Norwood	021-0057
19. Old Chapel	021-0058
20. Old Clarke County Courthouse	021-0021
21. The River House	021-0064

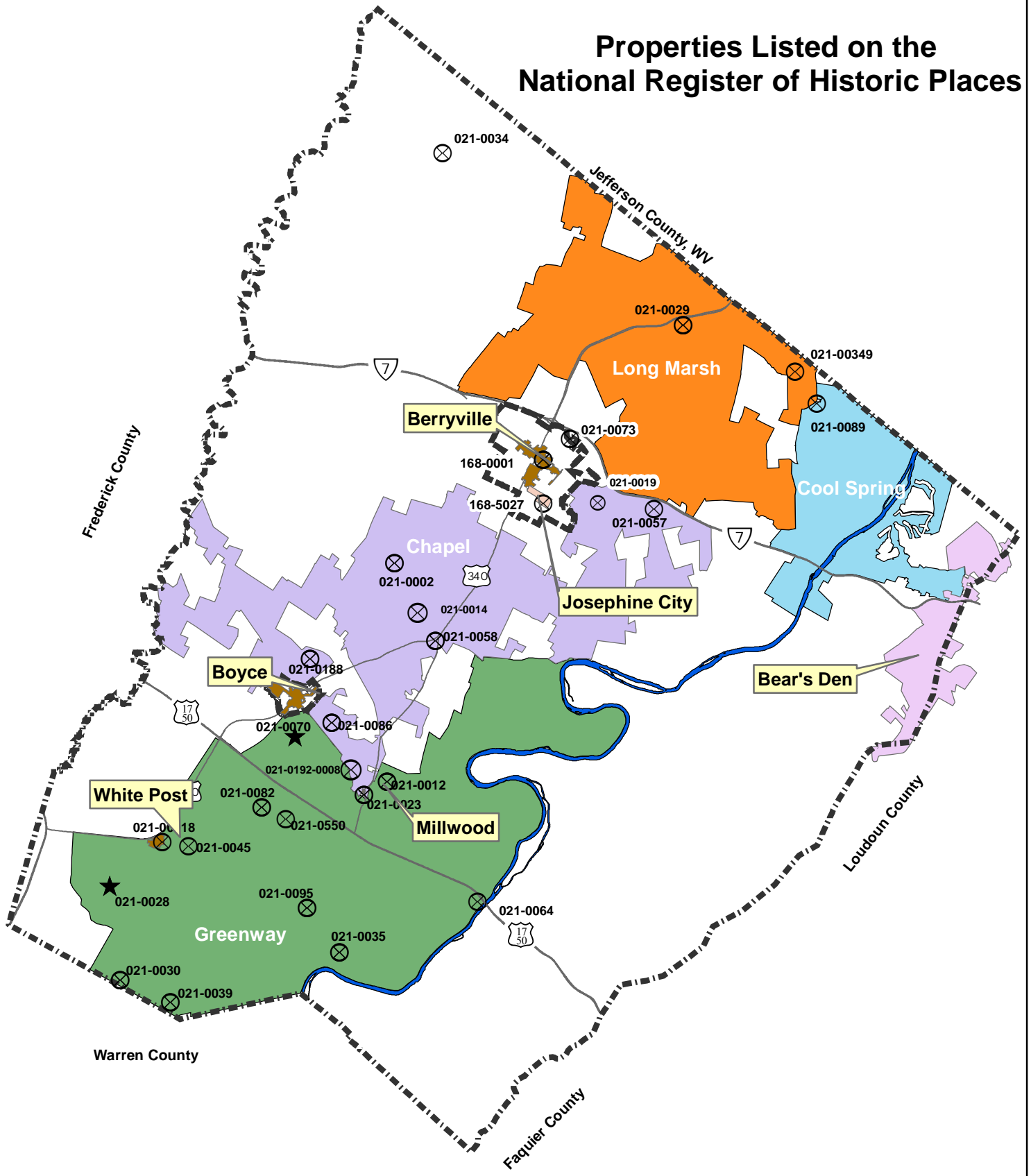
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22. Scaleby	021-0086
23. Smithfield	021-0349
24. Soldier's Rest	021-0073
25. The Tuleyries	021-0082
26. Wickliffe Church	021-0089

<u>District Name</u>	<u>DHR File #</u>
1. Bear's Den Rural Historic District 1,855 acres, 173 contributing resources*	021-5010
2. Berryville Historic District 150 acres, 314 contributing resources*	168-0012
3. Boyce Historic District 102 acres, 100 contributing resources*	172-0001
4. Chapel Rural Historic District 11,496 acres, 688 contributing resources*	021-5025
5. Cool Spring Battlefield Historic District 4,064 acres, 54 contributing resources*	021-0976
6. Greenway Rural Historic District 19,107 acres, 606 contributing resources*	021-0963
7. Josephine City Historic District 40 acres, 40 contributing resources*	168-5029
8. Long Marsh Run Rural Historic District 10,293 acres, 366 contributing resources*	021-0967
9. Millwood Commercial District 4 acres, 10 contributing resources*	021-0059
10. White Post Historic District 30 acres, 28 contributing resources*	021-0066

*Contributing resources include buildings, structures, sites, and objects.

Properties Listed on the National Register of Historic Places



1 0.5 0 1 Miles

Clarke County GIS
May 7, 2018



National Register Districts

- Cool Spring
- Greenway
- Long Marsh
- Blue Ridge
- Chapel
- Josephine City
- Berryville, Boyce, White Post, Millwood

Shenandoah River

- X National Register Properties
- ★ National Historic Landmark

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Many additional properties in the County could be potentially eligible for the Virginia Landmarks Register and the National Register of Historic Places, but they have not yet been officially evaluated by DHR.

Inclusion in the Virginia Landmarks Register and the National Register is an honor bestowed on historic properties by the state and federal governments. It recognizes the historic value of a property and encourages present and future owners to continue to exercise good stewardship. It accomplishes the following:

1. Increases public awareness of the significance of an historic resource and encourages its preservation.
2. Does not restrict the property owner from using private funds in any way. However, when federal funds, licenses, or permits are used, the project review process will consider the impact of the project on the property.
3. Provides financial benefits, mostly in the form of federal and state historic rehabilitation tax credits, for rehabilitation of listed buildings.
4. Allows owners of registered properties to donate historic preservation easements to DHR (which can reduce real estate taxes).
5. Allows owners to receive technical assistance from DHR for maintenance and rehabilitation.

Appendix

This appendix provides general information regarding:

1. The Four Approaches to the Treatment of Historic Buildings
2. The Secretary of the Interior's Standards for Rehabilitation
3. Tax Credits for Rehabilitation:
 - 3a. The Federal Rehabilitation Tax Credit Program
 - 3b. The State Rehabilitation Tax Credit Program

The U.S. National Park Service (NPS) and the Virginia Department of Historic Resources (DHR) are the sources of this information. More detailed information can be obtained on the websites that are provided.

1. The Four Approaches to the Treatment of Historic Properties

The four approaches to the treatment of historic buildings are: Preservation, Rehabilitation, Restoration, and Reconstruction. These four treatments are distinct but interrelated and are intended to assist users in making sound historic preservation decisions and promote the use of 'a common language' in the planning stages of work. The choice of treatment depends on a variety of factors, including the property's historical significance, physical condition, proposed use, and intended interpretation.

Preservation focuses on the maintenance and repair of existing historic materials and retention of a property's form as it has evolved over time.

Rehabilitation acknowledges the need to alter or add to a historic property to meet continuing or changing uses while retaining the property's historic character. This is the treatment used for the state and federal rehabilitation tax credits.

Restoration depicts a property at a particular period of time in its history, while removing evidence of other periods.

Reconstruction re-creates vanished or non-surviving portions of a property for interpretive purposes.

For more information, visit: www.nps.gov/tps/standards/four-treatments.htm and www.nps.gov/tps/standards/treatment-guidelines-2017.pdf

2. **The Secretary of the Interior's Standards for Rehabilitation**

The *Standards* were first codified in 1979 in response to a federal mandate requiring the establishment of policies for all programs under the authority of the Department of the Interior. The *Standards* enable the Department of the Interior to direct work undertaken on historic buildings. They are used in review of all federal projects involving historic properties listed on or eligible for listing in the National Register of Historic Places. Compliance with the *Standards* provides for the preservation of the historic and architectural integrity of buildings being rehabilitated. The *Standards* were most recently revised in 1992. These are the specific standards used in state and federal rehabilitation tax credit projects.

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.

6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

3. Tax Credits for Rehabilitation

Rehabilitation Tax Credits are dollar-for-dollar reductions in income tax liability for taxpayers who rehabilitate historic buildings. Credits are available from both the federal government and the State of Virginia. The amount of the credit is based on total rehabilitation costs. The federal credit is 20% of eligible rehabilitation expenses. The state credit is 25% of eligible rehabilitation expenses. In some cases, taxpayers can qualify under both programs, allowing them to claim credits of 45% of their eligible rehabilitation expenses.

Rehabilitation is the process of returning a property to a state of utility, through repair or alteration, which makes possible an efficient contemporary use while preserving those portions and features of the property which are significant to its

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historic, architectural, and cultural values. In order to receive tax credits (either on a state or national level), the rehabilitation work needs to be done according to the *Secretary of the Interior's Standards for Rehabilitation*. The *Standards* are to be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.

The rehabilitation, re-use, and preservation of Virginia's historic residential and commercial buildings are good for the state's economy according to a study conducted by Virginia Commonwealth University in 2013. The benefits of bringing old buildings back to life ripples across the economy and through local communities, adding upwards of an estimated \$3.9 billion to the commonwealth's economic health. Those rehabilitation expenses and their domino effect have also created more than 31,000 full and part-time jobs during a 17-year period and generated an estimated \$133 million in state and local tax revenues.

Both the federal and state tax credit programs are administered in Virginia through the Department of Historic Resources. Federal rehabilitation tax credits are only available for income-producing properties, whereas the state tax credits is available for owner-occupied, as well as income-producing buildings.

A building must be designated a "certified historic structure" to qualify for the tax credit.

The credits described above are available only for Certified Historic Structures, defined as follows.

Under the federal program, a certified historic structure is one that is either:

- Listed individually in the National Register of Historic Places, or
- Certified as "contributing" to a district that is so listed.

Under the state program, a certified historic structure is one that is:

- Individually listed in the Virginia Landmarks Register, or
- Certified as eligible for listing, or
- Certified as a contributing structure in a district that is so listed.

With a few exceptions, a Virginia property that is listed in one of these registers is listed in the other. Certification that a building contributes to a listed district (or for purposes of the state credit is *eligible* for individual listing) is obtained only by submitting Part 1 of the tax credit application.

DHR has records of all properties in Virginia that are listed in the National Register, and records of all registered historic districts on their website at www.dhr.virginia.gov (search under Clarke County).

Applying for the credit is a three-part process. **Part 1** requests certification that the building is historic and therefore eligible for the program. **Part 2** requests certification that the proposed rehabilitation work appears to be consistent with the Secretary's *Standards*. Part 2 is the most complex part of the application. It requires a description of each significant architectural feature of the property and how it will be treated in the rehabilitation as well as photographs documenting the current condition. **Part 3** requests certification that the completed work is consistent with the Secretary's Standards. Photographs showing the completed work must accompany Part 3. For the state credit, if the eligible expenses exceed \$100,000, a CPA certification is also required.

The federal regulations governing the National Park Service's review of tax credit applications are found at 36 CFR 67. The regulations governing the use of the tax credit itself (the IRS regulations) are found at 26 CFR 1.48-12. The Virginia legislation authorizing the state tax credit is found at *Virginia Code*. §58.1-339.2.

3a. The Federal Rehabilitation Tax Credit Program

A 20% income tax credit is available for the rehabilitation of historic, income-producing buildings that are determined by the Secretary of the Interior, through the National Park Service to be "certified historic structures."

The State Historic Preservation Office (DHR) and the National Park Service review the rehabilitation work to ensure that it complies with the Secretary's Standards for Rehabilitation. The Internal Revenue Service defines qualified rehabilitation expenses on which the credit may be taken. Owner-occupied residential properties do not qualify for the federal rehabilitation tax credit.

To learn more about this credit, visit: <https://www.nps.gov/tps/tax-incentives/before-you-apply.htm>

3b. The State Rehabilitation Tax Credit Program

A 25% income tax credit is available for the rehabilitation of historic, owner-occupied or income-producing buildings that are determined to be “certified historic structures.”

The state tax credit, which reduces the taxpayer’s Virginia Income Tax liability, is calculated as 25 % of the eligible rehabilitation expenses. DHR issues certifications of buildings and rehabilitations, so that property owners can claim the credits. The Virginia Department of Taxation has full authority to determine tax treatment questions.

The tax credit is available to the owners of a qualified rehabilitated building. Generally, the credits are claimed for the tax year in which the rehabilitation is completed and the building is placed in service. An approved Historic Preservation Certification Application, Part 3, “Request for Certification of Completed Work” should be filed with the tax return claiming the credit.

The credit is 25% of the eligible rehabilitation expenses. If the amount of such credit exceeds the taxpayer's tax liability for such taxable year, the amount that exceeds the tax liability may be carried over for credit against the income taxes of such taxpayer in the next five taxable years or until the full credit is used, whichever occurs first. Credits granted to a partnership or electing small business corporation (S corporation) shall be passed through to the partners or shareholders, respectively.

In 2014, a report from the VCU Center for Urban and Regional Development on the positive economic impacts of historic rehabilitation tax credit programs in Virginia was completed and can be accessed at:

www.dhr.virginia.gov/pdf_files/VCU_Historic%20Tax%20Credit%20Report_FINAL_21-1-2014.pdf.

More information can be found by visiting:
www.dhr.virginia.gov/tax_credits/tax_credit.htm.

April 17, 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, April 17, 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

County Staff Present

David Ash, Brian Lichty, Brandon Stidham

Constitutional / State Offices / Other Agencies

Barbara Bosserman, Tony Roper; Tom Judge, Annette Gilley

Press

Cathy Kuehner - The Winchester Star

Others Present

George Archibald, Bre Bogert, Robina Rich Bouffault, Jason Burns, John Crockett

1) Call to Order

Chairman Weiss called the afternoon session to order at 1:04 p.m.

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) Citizens Comment Period

No citizens addressed the Board during the designated period.

4) VDOT Update

Ed Carter, Assistant Residency Administrator, with Cliff Balderson Residency Administrator, provided the following update:

Maintenance

- VDOT removed hazardous trees on Rt. 601 and cut brush along Rt. 654 and will continue this month along Rt. 674.
- Picked up large trash items along various routes thru-out the county and began grading and stone application on non-hard surfaced routes.
- VDOT will continue with grading operations this month as weather permits.
- Conducted pipe flushing operations on routes 606 and 640.
- VDOT will be replacing pipe on Rt. 638.
- VDOT will be performing patching operations in preparation for surface treatment this summer.
- VDOT mobilized for a couple of weather events and repaired numerous potholes.

Projects:

- Rt. 671 Bridge Replacement: On schedule
- Morgan Ford Bridge Replacement: Scheduled for completion in June
- SSYP: Seeking Board direction for future expenditures.

Supervisor Comments:

- Supervisor Byrd:
 - Culvert at Crossover on Route 340 by 340 Depot: David Ash sent a photograph of the area to VDOT. Repair options under consideration.

- Vice Chair McKay
 - Route 522 Shoulders: Huge drop-off on the shoulders on the north side needs repair. VDOT will review.

- Chairman Weiss
 - Raven Rocks Road Speed Limit Issue:
 - Road did not meet warrants for speed limit change during a review conducted by VDOT several years ago.
 - Cautionary signage is specific to a geometric attribute of a particular section of highway.
 - Another formal study can be initiated at a cost of \$5,000.
 - Chairman Weiss asked that a speed trailer be set up to aid in determining whether another formal study is necessary.

Set Public Hearing SSYP

Highlights of Ed Carter's review and Board discussion include:

- Distributed a map of a portion of Lockes Mill Road that is currently funded for hard surface treatment just past the main entrance of Watermelon Park.
- Consider hard surfacing the remaining portion of Lockes Mill from Watermelon Park to Chilly Hollow Road – an additional 1.2 miles at an estimated \$301,000.
- Janesville Road:
 - Hard surface is scheduled for 2023/2024.
 - Board can move funds to complete Lockes Mill Road; however, this would move back Janesville Road 2024/2025 or later.
 - Funds in County-wide can be applied.
 - Can be moved forward on the priority list placing the additional 1.2-mile section of Lockes Mill Road after Janesville.

- Tele-fee funds are not included for 2019-2024, projected \$32,000 per year.
- Like gravel roads, the speed limit on rural rustic roads is 35 MPH.
- VDOT uses a brine solution for dust control. IT does not use hard salt or oil-base treatments.
- The Board agreed to revise the Priority List as follows:
 - Lockes Mill 1st portion
 - Move Janesville up.
 - Add Lockes Mill 2nd portion following Janesville.

Supervisor Catlett moved to set joint public hearing with VDOT on the Secondary Six Year Plan and Priorities as revised, paving Lockes Mill Road, followed by Janesville Road, then going back and finishing the second portion of Lockes Mill Road, for Tuesday, May 15, 2018, at 6:30 pm or as soon thereafter as the matter may be heard. The motion carried by the following vote:

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

Ed Carter informed the Board that Cliff Balderson, Residency Engineer, is retiring May 15, 2018; and, he will be acting Residency Administrator until the position replaced.

Cliff Balderson addressed the Board and expressed his gratitude for it being such a great Board to work with including its former members, A.R. "Pete" Dunning, Jr., Mike Hobert, and John Staelin. He remarked that Clarke is a great county and wished all the best.

Mr. Carter and Mr. Balderson advised that Charlie Monroe, VDOT's Maintenance Superintendent for Clarke County, had accepted the position of Maintenance Operations Manager over a four-county area. Mr. Monroe will work out of the Winchester office.

Chairman Weiss expressed the Board appreciation to Mr. Balderson for his service, assistance, and pleasant demeanor. He wished him well in future endeavors.

- 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

Shepherds Ford Productions LLC would like to amend its 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*

§ 57.7. Special Event requirements. 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).

David Ash reviewed the request to amend. Highlights of Board discussion include:

- Other approved events where alcohol was/is served include Rhythm and Brews, Vintage Wine Festival, Balloon and Wine Festival.
- Alcohol is currently allowed on premises during Watermelon Parkfest but the requested amendment would allow the sale of alcohol by vendors.

Supervisor Byrd moved to accept the amendment. 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) FY2019 Budget Review and Adoption 2018-03R with 2018-04R Appropriations Resolutions

Tom Judge reviewed the FY2019 proposed budget. Highlights include:

- Changes made from the advertised budget were reviewed by the Finance Committee at its April 9 meeting.
- Ruling on solar farm excluded portions of the frame as machinery and tools resulting in a \$35,000 reduction.

- EMS billing: Includes balance billing and billing for non-transport situations. Finance Committee decided to include two enhanced billing options to help cover expenditures for volunteer incentives, overtime, and additional staffing.
 - o Brian Lichty provided additional information:
 - A flat fee of \$150 will be charged to persons treated without transport if assessment or care is provided by responder[s].
 - City of Winchester bills in the same manner proposed by Clarke.
- Additional \$14,016 for Victim Witness.
- All items were included in the budget resolution before the Board for action.
- Appropriation resolutions authorizes agencies to expend funds.

FY2019 Budget

Vice Chair McKay moved to accept the FY2019 Budget with modifications reviewed by Tom Judge. 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

**FY2019 Budget Resolution
2018-03R**

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

Board of Supervisors Meeting Minutes For April 17, 2018 – Regular Meeting

	FY17 Original Budget	FY17 Audited Actual	FY18 Adopted Budget	FY18 Revised Budget	FY19 Proposed Budget	Variance 19 Proposed- 18 Adopted
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)
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	-

Board of Supervisors Meeting Minutes For April 17, 2018 – Regular Meeting

	FY17 Original Budget	FY17 Audited Actual	FY18 Adopted Budget	FY18 Revised Budget	FY19 Proposed Budget	Variance 19 Proposed- 18 Adopted
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	5,000	5,000	5,000	5,000	5,000	-

Board of Supervisors Meeting Minutes For April 17, 2018 – Regular Meeting

	FY17 Original Budget	FY17 Audited Actual	FY18 Adopted Budget	FY18 Revised Budget	FY19 Proposed Budget	Variance 19 Proposed- 18 Adopted
Conservation						
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	-
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
Local Funds for Schools	20,209,341	19,352,914	15,886,734	19,628,587	16,439,311	552,577
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)

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	FY17 Original Budget	FY17 Audited Actual	FY18 Adopted Budget	FY18 Revised Budget	FY19 Proposed Budget	Variance 19 Proposed- 18 Adopted
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	3,400	7,700	3,450	3,450	3,450	-
Penalties	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)
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

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	FY17 Original Budget	FY17 Audited Actual	FY18 Adopted Budget	FY18 Revised Budget	FY19 Proposed Budget	Variance 19 Proposed- 18 Adopted
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	-	-	-	-
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

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	FY17 Original Budget	FY17 Audited Actual	FY18 Adopted Budget	FY18 Revised Budget	FY19 Proposed Budget	Variance 19 Proposed- 18 Adopted
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						

Board of Supervisors Meeting Minutes For April 17, 2018 – Regular Meeting

	FY17 Original Budget	FY17 Audited Actual	FY18 Adopted Budget	FY18 Revised Budget	FY19 Proposed Budget	Variance 19 Proposed- 18 Adopted
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	-
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 AdministratorFY2019 Appropriations Resolutions

Supervisor Byrd moved to accept the four FY2019 Appropriations Resolutions.
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

**FY2019 Appropriations Resolutions
2018-04R**

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
Total Appropriation	\$	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
Total Appropriation	\$	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
Total Appropriation	\$	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
Total Appropriation	\$	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
Total Appropriation	\$	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
Total Appropriation	\$	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
Total Appropriation	\$	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
Total Appropriation	\$	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
Total Appropriation	\$	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
Total Appropriation	\$	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
Total Appropriation	\$	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 2018-2019 to the extent of the balance in such Food Service Fund as of 30, June, 2018, plus such receipts as may be deposited during the Fiscal Year 2018-2019.

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 2018-2019 to the extent of the balance in such Drug Enforcement Fund as of 30, June, 2018, plus such receipts as may be deposited during the Fiscal Year 2018-2019.

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 2018-2019 to the extent of the balance in such Joint Government Center Fund as of 30, June, 2018, plus such receipts as may be deposited during the Fiscal Year 2018-2019.

TESTE:

David L. Ash, County Administrator

7) CY2018 Tax Rates Review and Adoption 2018-05R

Tom Judge briefly reviewed the proposed tax rates emphasizing that the tax rates for calendar-year 2018 remained the same as calendar-year 2017.

Supervisor Byrd moved to adopt the CY2018 Tax Rates Resolution. 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

**CY2018 Tax Rate Resolution
2018-05R**

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

Chairman Weiss, on behalf of the Board, thanked Tom Judge, Joint Administrative Services Staff, David Ash, County Administrative Staff, Constitutional Officers, and other staff that assisted in the budget process.

8) Update on Removal of Structure Identified as 1862 Millwood Road

David Ash provided the following update:

- Copies of the notice sent to the land owner, the return receipt, as well as a copy of the legal notice in the Winchester Star were included in the meeting packet.
- Owner of record died in 1995. Gretchen Edwards, heir of Lloyd Edwards, and her son, John, are working to resolve the issue.
- The property owner has been responsive and initiated contact with County Administration and the Building Department.
- Property owner was notified that a meeting between the contractor and the County's Building Official was mandatory.
- In the Friday, April 13, 2018, Winchester Star, the property owner placed an advertisement for a contractor.
- The County Administrator will bring back to the Board as necessary.

9) Approval of Minutes

- February 20, 2018, Regular Meeting. Discussed use of "proposed" for hydroponic
- March 20, 2018, Regular Meeting
- April 3, 2018, Joint Board of Supervisors and School Board FY2019 Budget and CY2018 Tax Rate Public Hearing

Vice Chair McKay moved to approve the minutes for:

- February 20, 2018, as presented.
- March 20, 2018, as presented use of proposed is not incorrect but a restatement
- April 3, 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

10) Consent Agenda

African American Civil Rights grant for the project entitled "Josephine City School Roof Project" for \$17,855.

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.

Supervisor Byrd 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

11) Board of Supervisors Personnel Item

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 “Frank” 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

04-17-2018 Action: **Vice Chair McKay 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 Update by David Ash.

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

04-17-2018 Action: Highlights of review and discussion include:

- This is an ongoing conversation specific to certain employees that are currently listed as exempt.
- Sheriff requests authorizing the change in class until such a time as the issue is resolved by the attorneys and counsel of the Sheriff's Association.
- FLSA status is already a complex issue made more so by recent court cases specific to first-responders.
- Requesting a short term action that would allow the County to pay overtime until resolved.
- Job descriptions approved by external contractor establish the positions as exempt; however, attorneys are suggesting that the positions are non-exempt.
- Review is ongoing and positions may be reclassified.

Supervisor Daniel moved to approve making the exception until such a time as the matter was resolved. 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

12) Board of Supervisors Work Session Items

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.

04-17-2018 Action: See Item 4.

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.

04-17-2018 Action: David Ash reminded that this is a regional plan dealing with hazardous response. The Northern Shenandoah Valley Regional Commission is looking for adoption by localities once complete.

John Crocket, NSVRC representative, informed the Board that the document was going back to the Commonwealth for edits and then to the Virginia Department of Emergency Management for review.

Chairman Weiss expressed the Board's appreciation for NSVRC's work on the plan.

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.

04-17-2018 Action: David Ash informed the Board that Virginia Transit had been advised to make adjustments as necessary.

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

04-09-2018 Summary: 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.

04-17-2018 Action: No action taken at the regular meeting.

13) Board of Supervisors Finance Committee Items

A. Outstanding FY2019 Budget Modifications.

04-09-2018 Summary: 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]:

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

04-17-2018 Action: Tom Judge remarked these items were reviewed and incorporated in the adoption of the budget earlier in the agenda.

B. Modifications to Purchasing Policy General Terms and Conditions.

04-09-2018 Summary: Approval is recommended by the Joint Administrative Services Board and the BoS Finance Committee.

04-17-2018 Action: Tom Judge stated that the proposed changes provided clarification, changes in insurance amounts, and performance bonds.

Supervisor Catlett moved to approve modifications to the Purchasing Policy General Terms and Conditions. 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. Bills and Claims

04-09-2018 Summary: The Finance Committee recommends approval of the March 2018 Invoice History Report

04-17-2018 Action: **Supervisor Catlett moved to accept the March 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

D. Standing Reports

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

14) Joint Administrative Services Board

Tom Judge provided update. Highlights include:

- Taxation Implementation:
 - o Work continues on the final modules.
 - o Go live delayed until late June.
 - o Gordon Russell working for the last several weeks to ensure accurate data transfer.
 - o The Commissioner of the Revenue and Treasurer's Offices attended more training.

15) Government Projects Update

David Ash provided the monthly project update.

- Convenience Center:
 - o Notice this morning that nutrient credit purchase has been processed.
 - o Need to get permit.
 - o Ground has not been broken.
 - o Surveyors have been on site.
 - o Aerial work is complete but not received.
- Park Pavilion: Contractor erecting the steel for pavilion needs 24 hours of dry weather.
- Welcome signs: Supervisor Byrd and Maintenance Director, Joey Braithwaite, met to discuss. VDOT approval is need for location.
- Animal Shelter Water heaters: County Administrator has approved.

16) Miscellaneous Items

No Miscellaneous items identified.

17) Summary of Required Action

<u>Item</u>	<u>Description</u>	<u>Responsibility</u>
1.	Process Resolutions 2018-03R, 2018-04R, 208-05R	Lora B. Walburn
2.	Process approved minutes.	Lora B. Walburn
3.	Process SSYP hearing notice and coordinate with VDOT.	Lora B. Walburn
4.	Compile notice of appointment and update database.	Lora B. Walburn
5.	Execute notice of appointment.	David Weiss

18) Board Member Committee Status Reports

Supervisor Barbara J. Byrd

- Board of Social Services:
 - Seeking person to fill Director position.
 - David Ash, with Tom Judge, will work together on salary.
 - Employee brunch will be held at John’s Dinner.
- Berryville Town Council: Unable to attend.
- Humane Foundation: Did not meet due to inclement weather.
- Northwestern Regional Jail Authority: Meeting at 10 am.
- Northwestern Regional Juvenile Detention Center Commission: Meeting at 11:30 following the Jail Authority.
- Drug Court: Will be able to attend this month.
- World War I and World War II: Unable to attend meetings.

Supervisor Terri T. Catlett

- Clarke County Historic Preservation Commission:
 - Attended meeting.
 - Discussed house in White Post including demolition permit and owner.
 - Reviewed Maral Kalbian’s book.
- Clarke County School Board:
 - Attended March meeting.

- Attended work session last evening.
 - Work session held in the regular meeting room.
 - Many members of staff present.
 - Staff presented and explained competent learner model.
- Career and Technical Advisory Committee:
 - Committee has a new chair.
 - Several persons are interested in becoming members
- Parks and Recreation: Meeting not held due to lack of a quorum.
- Strategic Plan Committee: Group met to review. The Plan is a “living document” that will require ongoing review.
- Village of Millwood:
 - Association recently held a clean-up event. had recent clean up.
 - Betsy Arnett, Historic Association, spoke at a meeting conducted at Project Hope.

Supervisor Mary L.C. Daniel

- Clarke County Library Council:
 - Trivia night at the Barns tomorrow night usually done in conjunction with Historic Association.
 - Summer reading program in the works.
 - Looking for recommendations for young male volunteers to read favorite childhood books.
 - Began planning of the tenth anniversary April 17, 2019.
- Clarke County Planning Commission:
 - Hitchen major subdivision request delayed again.
 - Kentland minor event on for May meeting.
- Josephine School Community Museum Board:
 - Board agreed on the grant proposed under Item 10.
 - An excellent program was held over the weekend on desegregation of schools.
- Legislative: Nothing to report.
- Sheriff Department: Discussed issues reviewed under Item 11 B.

Vice Chair Bev B. McKay

- Broadband Implementation Committee by Bev McKay and Mary Daniel:
 - Adding fiber and cable is a long, slow, arduous process and the County does not build these networks.
 - Representatives from ComCast and Shentel attended the meeting.
 - Planning another meeting with ComCast, Shentel, and WISPS [Wireless Internet Service Provider].
 - Comcast sent three representatives to the meeting.
 - The providers present did not agree to provide internet county-wide although attempts were made to get a pledge to provide services to underserved population.
 - ComCast covered its program that provides flat-fee broadband at low cost [\$9.99] per month to any family that has a child that is eligible for the free or reduced lunch program or affordable/subsidized housing.
 - A county-wide coverage map was reviewed; while ComCast appeared interested it uses linear miles and the County uses square miles.
 - Big accomplishment that well-established service providers are coming to the table to discuss expansion.
- Economic Development Advisory Committee: Meeting scheduled for May 16.
- Northern Shenandoah Valley Regional Commission: Meets this Thursday; however, he will be unable to attend.
- Sanitary Authority:
 - Met this morning.
 - Still seeking an alternate water source.
 - Discussing possibility of a retreat to conduct facilities review.
 - Preliminary discussion on mapping of pipes / system:
 - All new construction is mapped but older portions are not in the system.
 - Need to locate valves.
 - GPS provides more nearly accurate recordation.
- Town of Boyce: Considering allowing chickens in town.

Chairman David S. Weiss

- Fire & EMS Commission:
 - Continues to review and work through issues.

- Tentative discussion of Blue Ridge Volunteer Fire and Rescue Company staffing will be continued next month.
- JAS: Tom Judge covered the meeting earlier in the meeting.
- IDA: Quarterly meeting scheduled for April 26.

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

At 2:50 pm, 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 3:50 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.

Next Regular Meeting Date

The next regular meeting of the Board of Supervisors is set for Tuesday, May 15, 2018, at 1:00 p.m. in the Berryville Clarke County Government Center, Main Meeting Room, 101 Chalmers Court, Berryville, Virginia.

20) Adjournment

At 3:51 pm, being no further business, Chairman Weiss adjourned the meeting.

ATTEST: March 20, 2018

David S. Weiss, Chair

David L. Ash, County Administrator

Recorded and transcribed by Lora B. Walburn, Deputy Clerk to the Board of Supervisors

Consent Agenda

- A) Conservation Easement Authority:
 - a. Bittner Boundary Line Adjustment
 - b. RSP Enterprises grant application for easement purchase

- B) 2018-01P Black Penny Proclamation

MEMORANDUM

TO: Board of Supervisors, David Ash
FROM: Conservation Easement Authority, Alison Teetor
DATE: May 4, 2018
SUBJECT: Items for consent agenda
a. Bittner Boundary Line Adjustment
b. RSP Enterprises grant application for easement purchase

The Conservation Easement Authority has approved the following actions requests the Board of Supervisors to authorize the Chairman of the Board of Supervisors and County administrator to execute deeds, easements, and other documents necessary to the transactions.

a. Bittner Boundary Line Adjustment

The Bittner property is located at 185 Blue Bird Lane in Calmes Neck. The Tax Map# is 31-1-91 the other property is Tax Map# 31-1-84 located at 222 Barred Owl Lane (see attached Plat). The Bittner property is in conservation easement and therefore requires approval by both the Easement Authority and County Board of Supervisors. The applicant is requesting approval so as to adjust .2 acres from each property so there is no net change in acreage for either property. The small area is being adjusted to provide the neighbor with parking area and Ms. Bittner with additional river access.

c. RSP Enterprises – easement purchase grant funds

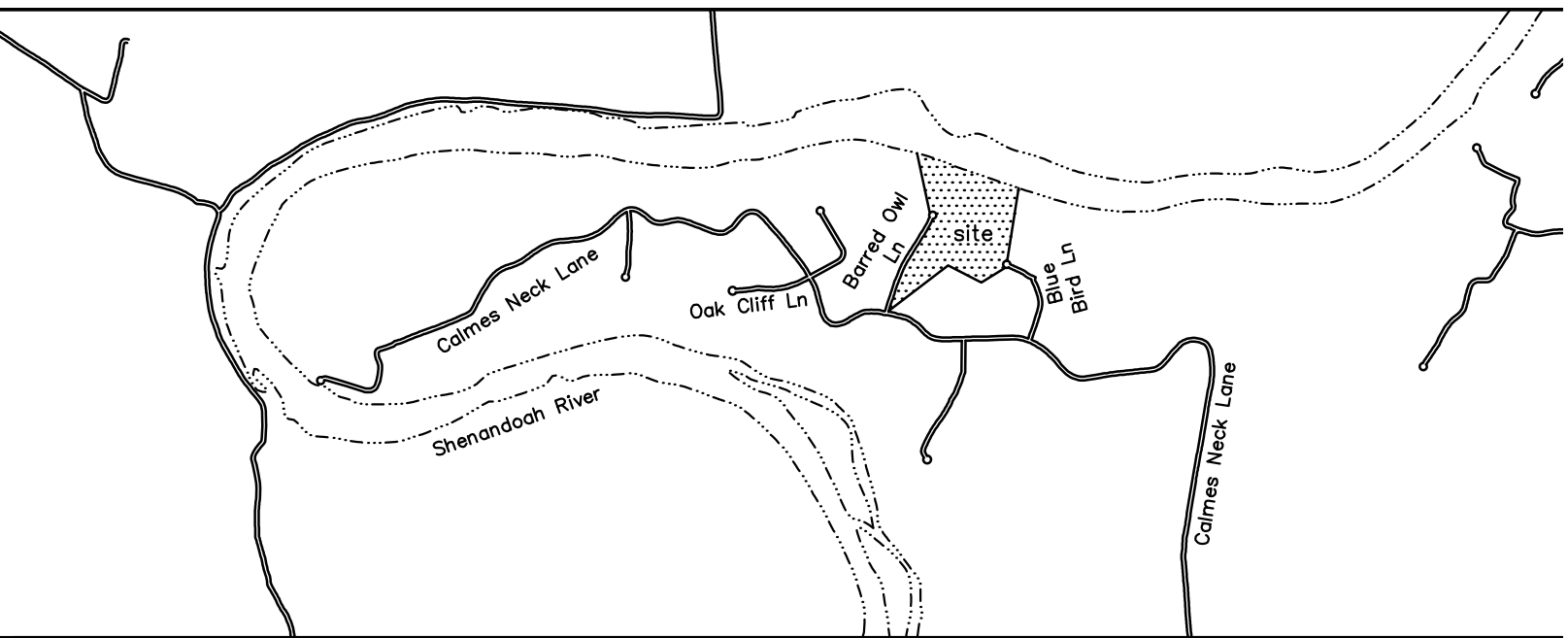
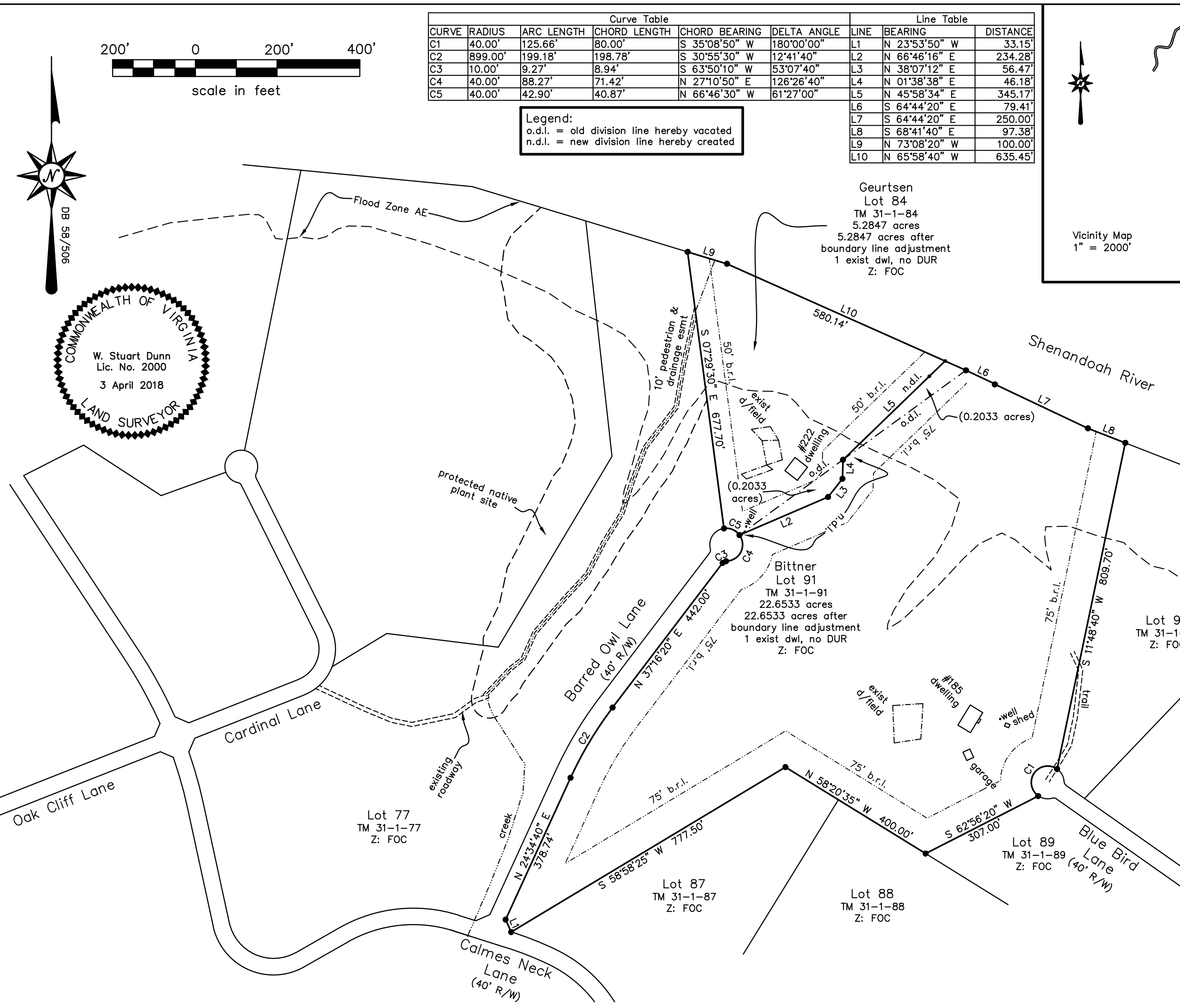
Betsy Pritchard, co-owner RSP Enterprises (Smithfield Farm) has applied to the easement authority for approval of an easement purchase using grant funds. The property is located 568 Smithfield Lane off of Wickliffe Road adjacent to the West Virginia line. The property is identified by Tax Map# 10-A-6. It consists of 214 acres with 5 DUR's and 3 existing dwellings. There is an additional 1.5 acres with 1 DUR that will likely be merged in prior to easement recordation. The primary use is for grazing and hay production. The applicant proposes to retire all of the 6 remaining DURs.

The property meets all of the 4 criteria. The property resource score is 125.69. The applicant would retire all of the 6 remaining DURs. It is next to an existing easement, property that the Pritchard's own and placed in easement in 2009, and it is more than 40 acres. Points were given for retiring 6 DURs, having a perennial stream, a house listed individually on the National Historic Register. Having frontage on a scenic byway, and being owned by the same family for more than 200 years.

Potential grant opportunities include ALE (formally FRPP) federal, and the Virginia Land Conservation Fund (state). This is an excellent candidate for grant funds as it has nearly 100% prime soils, is listed on the National Historic Register and has numerous contributing structures in the Long Marsh Rural Historic District.

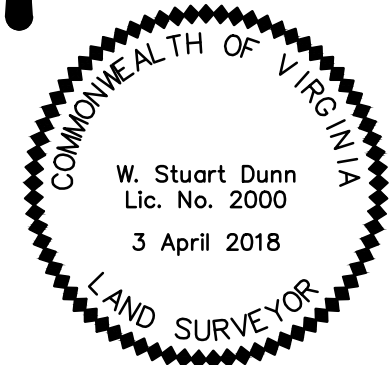
Recommendation

Approve the above items and authorize the Chair and County administrator to sign necessary documents.



Curve Table					Line Table		
CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE	LINE BEARING	DISTANCE
C1	40.00'	125.66'	80.00'	S 35°08'50" W	180°00'00"	L1 N 23°53'50" W	33.15'
C2	899.00'	199.18'	198.78'	S 30°55'30" W	12°41'40"	L2 N 66°46'16" E	234.28'
C3	10.00'	9.27'	8.94'	S 63°50'10" W	53°07'40"	L3 N 38°07'12" E	56.47'
C4	40.00'	88.27'	71.42'	N 27°10'50" E	126°26'40"	L4 N 01°38'38" E	46.18'
C5	40.00'	42.90'	40.87'	N 66°46'30" W	61°27'00"	L5 N 45°58'34" E	345.17'
						L6 S 64°44'20" E	79.41'
						L7 S 64°44'20" E	250.00'
						L8 S 68°41'40" E	97.38'
						L9 N 73°08'20" W	100.00'
						L10 N 65°58'40" W	635.45'

Legend:
 o.d.l. = old division line hereby vacated
 n.d.l. = new division line hereby created



Surveyor's Certificate: I, W. Stuart Dunn, a duly authorized Land Surveyor in the Commonwealth of Virginia, do hereby certify that the lands herein adjusted are in the names of Frits Geurtsen and Jane Geurtsen (TM 31-1-84), and Sandra Bittner (TM 31-1-91) and were acquired by them as certified in the Owners' Certificate. I certify that these tracts of land are properly and accurately described and are within the boundaries of the original tracts and that the monuments designated hereon have been set in accordance with the Subdivision Ordinance of Clarke County, Virginia.

W. Stuart Dunn, CLS #2000
 Berryville, Virginia

Owners' Certificate: The undersigned fee simple owners hereby certify that the foregoing boundary line adjustment of: (a) 0.2033 acres, being a portion of an existing 5.2847 acre parcel, TM 31-1-84, recorded in the name of Frits Geurtsen and Jane Geurtsen in Deed Book 622, Page 899, to be adjusted into an existing 22.6533 acre parcel, TM 31-1-91, recorded in the name of Sandra Bittner in Deed Book 598, Page 602, and (b) 0.2033 acres, being a portion of TM 31-1-84 to be adjusted into TM 31-1-91, with 5.2847 acres being the adjusted area of TM 31-1-84 and 22.6533 acres the adjusted area of TM 31-1-91, is made with the free consent and in accordance with the desires of the undersigned owners, trustees if any, of said lands and the same is hereby confirmed and submitted for record in the Office of the Clerk of the Circuit Court of Clarke County, Virginia.

Frits Geurtsen
 222 Barred Owl Lane, Boyce, VA 22620

Jane Geurtsen

Sandra Bittner
 PO Box 135, Clifton, VA 20124

Commonwealth of Virginia, County of Clarke, to wit: I, _____, a Notary Public for said County of Clarke, do hereby certify that Frits Geurtsen, Jane Geurtsen and Sandra Bittner, whose names are signed in the Owners' Certificate, have acknowledged the same before me.

My commission expires:

Notary Public:
 Given under my hand this _____ day of _____, 2018.

Notary Public

Notes:

- (1) Setbacks as follows:
 Lot 84: 50' from the edge of all rights-of-way, 50' from all property lines, 50 feet from any intermittent stream, 100 feet from any perennial stream, spring or sinkhole
 Lot 91: 75' from the edge of all rights-of-way, 75' from all property lines, 50 feet from any intermittent stream, 100 feet from any perennial stream, spring or sinkhole
- (2) No subdivision for 3 years before or after a timber harvest operation. No pre-harvest plan accepted for 3 years after subdivision approval. Vegetative buffer for commercial forestry of 50' along public rights-of-way and 25' along property lines, tree thinning is allowed up to 50% of crown cover within buffer.
- (3) Vegetated buffers and clearing limits: total area allowed for clearing (for each house, accessory buildings, and drainfield, not including driveways and may not include drainfield if no other option. For slopes of 7% up to 15% under 800 foot elevation, no limit. New houses on parcels of 4 acres or more must retain existing woody vegetation within 25' of all property lines, 50' from the edge of public rights-of-way, 25' from the edge of private access easements.
- (4) Before fertilizers and pesticides are used for lawn or landscaping purposes, a soil test should be conducted. The application of such chemicals shall be limited due to the potential for groundwater contamination and should not exceed that determined necessary by the soil test.
- (5) The rural location and limited access of this property, combined with adverse weather conditions, may delay or totally impede the timely response of emergency service agencies (police, fire, medical) despite their best efforts. The County of Clarke will be held harmless and not be subject to liability claims for damage to property, personal injury, or loss of life under such conditions.
- (6) These parcels are in the FOC (forestal - open space - conservation) Zoning District. Forestry is the primary economic activity of this zoning district and is necessary for the health and viability of the forest resource itself. Owners, residents, other users of property in the FOC District may be subjected to inconvenience, discomfort and the possibility of injury to property and health arising from forestry operations even though conducted in accordance with best management practices and/or in accordance with existing laws and regulations of the Commonwealth and County. Such forestry operations may generate noise, odors and dust, may involve the operation of machinery, including heavy equipment and chain saws. Debris such as tree-tops and limbs may be left on site at the conclusion of a forestry operation. Owners, occupants and users of land in the FOC District should be prepared to accept such inconvenience or discomfort as a normal and necessary aspect of living in a zoning district in a county with a strong rural character and an active forestal sector.
- (7) Propane tanks 500 gallons or larger shall be placed underground to promote fire safety.
- (8) Lot 91 is subject to a Deed of Gift of Easement with the Clarke County Conservation Easement Authority recorded in Deed Book 491, Page 163.

Approval:
 This re-arrangement of property lines is excepted from the Clarke County Subdivision Ordinance pursuant to Section 10-D-2 of said ordinance and is in accordance with the Clarke County Easement Authority.

Clarke County Zoning Administrator date: _____

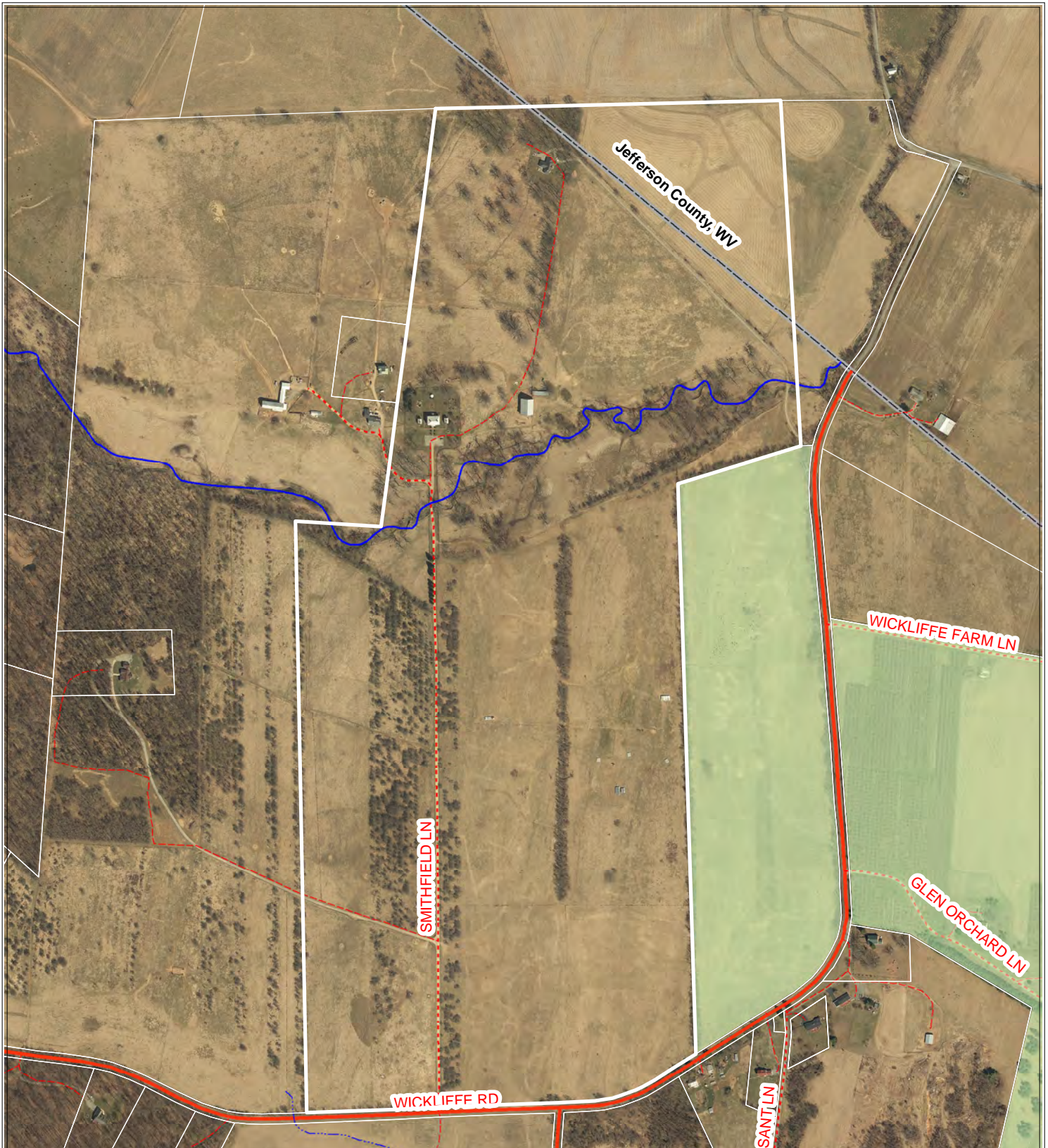
Chairperson Clarke County Easement Authority date: _____

Area Table:			
5.2847 acres	area of Lot 84	(1 exist dwl, no DUR)	
0.2033 acres	adjusted into Lot 91		
0.2033 acres	portion of Lot 91	(1 exist dwl, no DUR)	
5.2847 acres	adjusted area of Lot 84	(1 exist dwl, no DUR)	
22.6533 acres	area of Lot 91	(1 exist dwl, no DUR)	
0.2033 acres	adjusted into Lot 84		
0.2033 acres	portion of Lot 84	(1 exist dwl, no DUR)	
22.6533 acres	adjusted area of Lot 91	(1 exist dwl, no DUR)	

Boundary Line Adjustment of the Lands of
Frits Geurtsen and Jane Geurtsen
 Deed Book 622, Page 899 TM 31-1-84
 Lot 84, Calmes Neck Estates, Section 1
 and Sandra Bittner
 Deed Book 598, Page 602 Tax Map 31-1-91
 Lot 91, Calmes Neck Estates, Section 1
 Deed Book 58, Page 506
 Chapel Magisterial District, Clarke County, Virginia

Dunn Land Surveys, Inc.
 106 North Church Street
 Berryville, Virginia 22611
 Tel: 540-955-3388
 April 3, 2018

survey no. 1588_bla84



RSP Enterprises
 TM# 10-A-6, 214 acres,
 3 exempt., 5 DURs

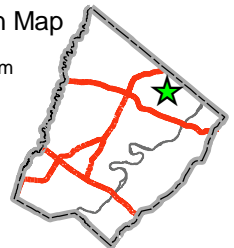
670 335 0 670 Feet

Clarke County GIS
 April 9, 2018



- Parcel Boundary
- Conservation Easement
- Public Road
- Private Road
- Intermittent Stream
- Perennial Stream

Location Map



Aerial Imagery 2015 Commonwealth of Virginia

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

PROCLAMATION IN APPRECIATION OF William and Virginia Elliott May 2018

WHEREAS, William “Bill” and Virginia “Ginny” Elliott owned and operated Black Penny Antiques and Lighting for 42 years, contributing to the economic stability and overall beauty of the Clarke community;

WHEREAS, Bill and Ginny Elliott built a reputation for offering quality antiques, custom-built lamps and excellent repair services that attracted loyal customers from both near and far;



WHEREAS, the Elliotts lived in an historic Millwood home next to their unique shop and made significant improvements to the mid-1800s home and the circa 1830s shop that was originally a dairy barn as well as an early 1800s log cabin on the property;

WHEREAS, the Elliotts decided to retire and close Black Penny Antiques and Lighting in April 2018 so they might travel and spend time with family and friends;

NOW, THEREFORE BE IT RESOLVED, the Clarke County Board of Supervisors does hereby issue this proclamation in appreciation of Bill and Ginny Elliott, respected residents of Clarke County and beloved shopkeepers whose Black Penny Antiques and Lighting was a destination for thousands of people for more than four decades.

IN WITNESS THEREOF, I have set my hand and caused the seal of the County of Clarke, Virginia, to be affixed this proclamation on the 15th day of May, 2018.

Attest:

David Weiss, Chair 2018-1P



Personnel Committee Items

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

Monday, May 7, 2018 9:30 am

Item No.

Description

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

05/07/2018 Summary: The Personnel Committee made no recommendations for appointment at the time of the meeting but requested staff to confirm the following:

- Check vacancy and eligibility to serve on the Lord Fairfax Emergency Medical Service Council.
- Check appointment of Steve Wisecarver to determine if a vacancy exists.

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

05/07/2018 Summary: David Ash advised that updated information on exempt / non-exempt was forwarded to the county attorney.

Appointments by Expiration Through July 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>May 2018</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."					
<i>June 2018</i>					
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					
<i>July 2018</i>					
Board of Social Services			4 Yr		
Gray	Lynn	Berryville District	6/17/2014	7/15/2018	4/16/2014
Appointed by BOS; 2 Term Limit - eligible for reappointment 2 years after expiration of second term; Oath of Office Required - Clerk of Circuit Court; BOS appoints 3 qualified citizens of the county, 1 of whom may be a member of the BOS ; § 15.2-412.					
Melusen	Alan	2010 Chair	9/19/2017	7/15/2018	12/17/2002
Served two-term limit - eligible for reappointment 2 years after 12/15/2010; Pierce replaced 2010; Appointed 09-2017					
Appointed by BOS; 2 Term Limit - eligible for reappointment 2 years after expiration of second term; Oath of Office Required - Clerk of Circuit Court; BOS appoints 3 qualified citizens of the county, 1 of whom may be a member of the BOS ; § 15.2-412.					
Parks & Recreation Advisory Board					
Wisecarver	Steve	Appointed by Town of Boyce	1/2/2018	7/31/2018	12/31/2001
Reappointed by Boyce Town Council 01-02-2018 for a term to end upon his move to Berryville					
(9) voting members on the Advisory Board. Six (6) members shall be appointed by the BOS to represent the 5 voting districts and 1 at large. The Superintendent of Schools or their designee shall serve on the Advisory Board. The Town Councils for Berryville, Boyce shall each appoint a representative to serve on the Advisory Board. The BOS shall also designate 1 member of the BOS to serve as a non-voting liaison to the Advisory Board. The Advisory Board will accept applications from high-school aged Clarke County residents and each year appoint two (2) to serve as non-voting members.					

Clarke County Committee Listing

			<i>Appt Date</i>	<i>Exp Date</i>
<i>Agricultural & Forestal District Advisory Committee</i>				6 Yr
Buckley	Samuel	Landowner/Producer	8/18/2015	7/15/2021
Childs	Corey	Landowner	8/18/2015	7/15/2021
Day	Emily	Landowner/Producer	8/18/2015	7/15/2021
Dorsey	Tupper	Landowner/Producer	8/18/2015	7/15/2021
Gordon	Carolyn	Landowner	8/18/2015	7/15/2021
Haynes	Carole	Landowner	9/15/2015	7/15/2021
McKay	Beverly B.	BoS - Appointed Member	8/18/2015	7/15/2021
Peake	Donna	Commissioner of the Revenue	8/18/2015	7/15/2021
<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

			<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
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	5/2/2018	2/12/2023
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
<i>Career and Technical Education Advisory Committee</i>				1 Yr

Tuesday, May 8, 2018

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			<i>Appt Date</i>	<i>Exp Date</i>
Catlett	Terri T.	BoS - Appointed Member	1/16/2018	12/31/2018
<i>Clarke County Historic Preservation Commission</i>				<i>4 Yr</i>
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	Millword 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>				<i>1 Yr</i>
Byrd	Barbara J.	BoS - Liaison	1/16/2018	12/31/2018
<i>Clarke County Library Advisory Council</i>				<i>4 Yr</i>
Al-Khalili	Adeela	Buckmarsh District	3/17/2015	4/15/2019
Bogert	Aubrey	White Post District	4/17/2018	4/15/2022
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
Kalbiam	Maral	Millwood District	2/17/2015	4/15/2019
<i>Clarke County Planning Commission</i>				<i>4 Yr</i>
Bouffault	Robina Rich	White Post / Greenway District	3/15/2016	4/30/2020
Buckley	Randy	White Post District; 2018 Vice Chair	4/17/2018	4/30/2022
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	4/17/2018	4/30/2022
Lee	Francis	Berryville District	4/17/2018	4/30/2022
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
Stidham	Brandon	Staff Representative	4/30/2012	

Tuesday, May 8, 2018

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			<i>Appt Date</i>	<i>Exp Date</i>
<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		

			<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

Tuesday, May 8, 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

Tuesday, May 8, 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



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

May 7, 2018 10:00 AM

Item
No.

Description

At 10:00 am, Chairman Weiss called the May 7, 2018, Board of Supervisors Work Session to order.

A. 2018 Ambulance Billing Changes – BOS Update #1 by Brian Lichty

05/07/2018 Summary: Brian Lichty, Director Fire, Emergency Medical Services, and Emergency Operations joined the Board to provide update on ambulance billing changes. Highlights of review and discussion include:

- Flat fee for treated not transported [TNT] set at \$150. Currently, Blue Cross / Blue Shield allows \$360.
- Medicare and Medicaid cover transport but do not cover treated not transported.
- The County will allow hardship waivers, full or partial, set on national standards.
- Credit card options:
 - o Billing company: Waiting for response outlining fees.
 - o Treasurer:
 - Prefer to keep in house.
 - Treasurer approves as long as the cost is not borne by her department.
 - Convenience fee for credit card payments is a flat rate; however, the Treasurer is working to set up as a percentage.
 - One-time, set-up fee of \$250.

Following review and discussion, the Board expressed support for:

- Balance billing.
- Credit card option through the Treasurer's Office.

David Ash distributed and reviewed Clarke County Fiscal Policy, Revenue Policies.

Clarke County Fiscal Policy Revenue Policies

3. **User Fee Creation.** The County, where possible, will institute user fees and charges for programs and services in the County. Expenditure recovery rates will be established for these programs and services. These rates may be set for full cost recovery, or at some lesser rate, but should be expressed as a percent of total cost to include debt and capital costs as well as operational costs. User Fee revenue shall be used only for related program expenditure.
4. **User Fee Review.** The County will regularly review user fee charges and related expenditures to determine if pre-established recovery goals are being met.

Chairman Weiss clarified that fees collected for emergency medical services were user fees; and, under County Policy, these revenues are used to cover emergency medical services activities. He assured that the County would continue to adhere to established policy and that the Board of Supervisors was committed to using these funds for emergency medical services. Chairman Weiss concluded by stating that the additional fees should minimize taxpayer burden while providing a means for end users to receive service without undue financial burden.

B. Fire & EMS Commission Letter in Support of the Initial Stipend Requests by the Blue Ridge and John H. Enders Volunteer Fire Departments

05/07/2018 Summary: Highlights of Board discussion include:

- Letter from Clarke County Fire and Rescue Association dated February 7, 2018, sent from the Board of Supervisors to the Fire and EMS Commission for review and recommendation.
- The Fire and EMS Commission did not agree with the stipends requested in the February 7 letter and made other recommendations that were included in the FY2019 Budget to include:
 - o Two additional Emergency Medical Technician positions (\$112K). Change from five to seven full-time positions.
 - o Volunteer Incentive Program = \$15K
 - o Additional \$15,000 stipend for each of the three companies (\$45K).
- April 13, 2018, Letter from Fire and EMS Commission:
 - o The intent of the Fire and EMS Commission letter is to show support for the volunteer system.
 - o The Fire and EMS Commission is aware that it is too late to fund the Clarke County Fire and Rescue Association request of February 2018 in the FY2019 budget.
 - o Matt Hoff, Fire and EMS Commission Chair and member of Boyce Volunteer Fire and Rescue Company, abstained from the vote to approve sending the letter of support.

- Boyce Volunteer Fire and Rescue Company, while it does need funds, did not support the Clarke County Fire and Rescue Association request to double individual stipends.
- Neither the Supervisors nor the Commission dictate to the individual volunteer companies how to use stipends provided by the County using taxpayer dollars.
- Fire and EMS Commission, in conjunction with Brian Lichty, are reviewing service areas, staffing options, equipment needs, and upcoming projects.
- At the request of the Board of Supervisors, Chairman David Weiss, Fire and EMS Commission liaison and Board of Supervisors Finance Committee member, with Supervisor Terry Catlett, Board of Supervisors Finance Committee member, will relay to the Fire and EMS Commission at its next meeting, May 10, 2018, the following:
 - o The Supervisors support the emergency services system.
 - o The Supervisors fully funded the Fire and EMS Commission request presented for the FY2019 budget advertised, public hearing held, and Board-approved April 17, 2018.
 - o While it is too late to consider a request to double stipends for two volunteer companies for the FY2019 budget, the Commission should begin planning for FY2020 now.

C. Economic Development Strategic Plan Matrix Priorities Discussion

05/07/2018 Summary: David Ash explained that the contract for the Economic Development Director had expired April 15; and, he was seeking Board direction on its top priorities for the position for inclusion in the Request for Proposals. Following discussion, the Board agreed on the following:

- Support existing businesses assisting with expansion efforts and other growth activities.
- Seek to attract new businesses that support current businesses operating in the locality.
- Represent the County with business enterprises, business groups and organizations, real estate professionals, developers, and other stakeholders who are engaged in local, regional, state and national economic development.
- Provide referrals and educational opportunities for existing and potential business owners.

David Ash will work with Mike Legge on RFP development. He will also update the Economic Development Strategic Plan Action Matrix for further review by the Board.

In subsequent discussion, the Board concurred on tasking review and recommendation of the Economic Development Strategic Plan to the Economic Development Advisory Committee and the Industrial Development Authority. Final recommendation from these bodies presented to the Planning Commission for its consideration.

D. Director of Public Information Announcement

05/07/2018 Summary: Chairman Weiss introduced Cathy Kuehner as the Director of Public Information, a new position with the County.

E. NexGen Broadband Letter of Support

05/07/2018 Summary: Supervisor Daniel, member of the Broadband Implementation Committee, reviewed the request by NexGen Broadband for a letter of support. Highlights include:

- NexGen is a private company planning an expansion from Ashburn, Virginia to Ohio.
- Applying for a USDA grant intended to aid rural services.
- Seeking to provide residential broadband service from spine on Route 7.
- Not requesting funding.
- Support letter endorses localities need for services not the company.

Brandon Stidham suggested that the letter of support be contingent upon NexGen providing David Ash a copy of the grant application. Further, the letter of support makes it clear that the County is not providing financial support.

Vice Chair McKay moved to approve a letter of support for NexGen provided a copy of the grant application is provided to the County Administrator and further, making it clear that the Board of Supervisor is not committing to any funding. 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 11:50 am, Chairman Weiss adjourned the Work Session.



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



2018 Ambulance Billing Changes – BOS Update #1

A meeting was held with the billing company on Monday April 23 to review changes and actions needed prior to July 1, 2018 implementation.

A follow-up/progress meeting with billing company has been scheduled for June 7th, 2018.

Treated-Not-Transported (TNT)

- a) A flat fee of \$150.00 established
- b) Evaluating 2 different scanners for units
- c) Confirming process for uploading scanned/pictures insurance cards into reporting software

Patient Balance Billing

- a) A \$10.00 or less balance write-off established
- b) Options for credit card payments
 - a. Through County Treasure or
 - b. Through Billing Company
- c) Drafts are being worked on for statement structure
- d) Determined no updated is needed for the privacy flyers currently on units
- e) Drafts are being worked on for Hardship Waivers
- f) Hardship Waivers
 - a. Will be put on Clarke County Billing webpage
 - b. Will be reviewed by Billing Coordinator using national standards
- g) Evaluating discount for prompt payment

Other Items

- a) Working on Scheduling 3 EMS Provider Information sessions
- b) Working on Scheduling 3 Public Information sessions
- c) Plan to contact Winchester Star for article/press release



County of Clarke, Virginia

Fire – EMS Commission



April 13th, 2018

David Weiss
Chairman
County of Clarke
Board of Supervisors

Dear Mr. Weiss,

During this month's Fire-EMS Commission meeting the letter from the Clarke County Fire & Rescue Association was reviewed per the Boards request. This letter was in support of the initial stipend requests by the Blue Ridge and John H. Enders Volunteer Fire Departments. After a discussion period, a motion was made and passed to support the contents of this letter.

The Commission thanks you for the opportunity to review this letter and any opportunity to assist in the future. Should you have any further questions please feel free to contact me.

Sincerely,

Matt Hoff
Chairman
Clarke County Fire-EMS Commission

CLARKE COUNTY FIRE & RESCUE ASSOCIATION
P O BOX 758
BERRYVILLE, VIRGINIA 22611

Clarke County Board of Supervisors

February 7, 2018

Re: Budget Requests

Dear Supervisor,

At the January regular meeting of the Clarke County Fire and Rescue Association held on January 22, 2018, the Association voted to support the requested increase in funding for the Blue Ridge Volunteer Fire Company and the John H. Enders Fire Company. Boyce Volunteer Fire Company did not request any increase in funding this year.

As you are aware, both the Blue Ridge Volunteer Fire Co. and the John H. Enders Fire Co. each requested to double their funding. This increase in funds would cost the County an additional \$125,000 and bring BRVFC's funding level to \$100,000 and JHEFC funding to \$150,000.

The Association feels that this increase in funds will go a long way in helping both the Blue Ridge Volunteer Fire Co. and the John H. Enders Fire Co. to support the County in serving the community and providing the essential services to the community. These funds will be utilized to support the Strategic Plan adopted by the Clarke County Fire and EMS Commission to help the companies meet NFPA standards for equipment and to pay for training to ensure that our volunteers are better able to serve the community, as well as being able to meet day to day expenses incurred for supplies and equipment replacement.

The Clarke County Fire and Rescue Association seeks your support in increasing the budget request of the Blue Ridge Volunteer Fire Co. from \$50,000 to \$100,000 and the John H. Enders Fire Co. from \$75,000 to \$150,000.

Sincerely,

John Udy
President

cc: David Weiss, Bev McKay, Barbara Byrd, Mary Daniel, Terri Catlett, Dave Ash, Lora Walburn, JC Blaylock (Chief 1), Lee Coffelt (Chief 4), Jason Burns (Chief 8), Brian Lichty

Economic Development Strategic Plan: Action Matrix

Strategy / Action	Responsibility	Schedule	Status
Goal A: Increase Collaboration and Capacity for Supporting Compatible Economic Development			
Strategy 1: Expand Overall Planning and Economic Development Efforts	BoS, Staff	FY2015	
Action A.1. Clarify the Role of Economic Development in the County's General Growth Management Strategy Maintain a clear and consistent posture toward development and preservation, in accord with the goals and strategies of the updated Comprehensive Plan and the new Economic Development Strategic Plan. Ensure that all provisions support and do not undermine the broader County growth management strategy while also generating adequate growth in the County's tax base.	BoS, Staff	FY2015	BoS 05/07/2018: Keep on plan.
Action A.2. Remove Real and Perceived Barriers to Desirable Economic Development	BoS, PD, EDD	FY2015	BoS 05/07/2018: Responsibility BoS, Planning Director, Economic Development Director.
1) Formally announce and promote the new and refined strategies and actions that are contained in the Economic Development Strategic Plan.	BoS, Staff	FY2015	BoS Adopted 10/14/2014 following public hearing.
<ul style="list-style-type: none"> Issue a press release upon adoption of the new economic development strategic plan. 	BoS, Staff	FY2015	
<ul style="list-style-type: none"> Put the announcement of the new plan on the Board of Supervisors and Planning Commission meeting agendas for recognition. 	BoS, Staff	FY2015	
<ul style="list-style-type: none"> Have County officials attend meetings with local civic groups and business organizations to present and promote the Strategic Plan during the months following adoption. 	BoS, Staff	FY2015	
2) Promote ongoing awareness and understanding of the new economic development strategies among all County personnel	BoS, PI	FY2015	BoS 05/07/2018: Responsibility BoS, PIO

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Economic Development Strategic Plan: Action Matrix

Strategy / Action	Responsibility	Schedule	Status
and through all County communications, including the web site, public meetings, etc. This is an ongoing assignment for all County officials and personnel, who should be knowledgeable about the plan and how it affects their mission, and their roles and responsibilities in implementing it.			
3) Decide how and whether to clarify that the County is pro-economic development, but only for the types of activities it wants. Like most places, the County has a “brand”, even if it is somewhat informal. In its promotional efforts, the County can shape this brand to reinforce its planning goals, include promoting the county as a great place for those who want a rural lifestyle oriented toward small town quality of life and outdoor activities, which will help to attract creative young people, and high income seniors.	BoS, Staff	FY2015	
<ul style="list-style-type: none"> Enhance the County’s website to serve as a strong marketing tool for economic development. 	BoS, Staff	FY2015	FY2016 Added yesclarkecounty.com, clarketurism.com; 05-07-2018 Created Director of Public Information position.
<ul style="list-style-type: none"> Retain an expert e-marketing firm to rebuild the economic development portion of the website or create a separate linked site. 	BoS, Staff	FY2015	FY2016 Added yesclarkecounty.com, clarketurism.com.
<ul style="list-style-type: none"> Consider retaining such firm to run the website and/or to train County staff to do so. 	BoS, Staff	FY2015	05/07/2018 Created Director of Public Information position.
<ul style="list-style-type: none"> Explore the potential of sharing costs with neighboring jurisdictions and regional organizations, and possible tie-ins to the tourism marketing efforts. 	BoS, Staff	FY2015	
4) Use the new economic development strategies as guidelines for all interactions between the County and businesses. Priority subject to funding decisions:	BoS, Staff	FY2015	
5) Revise/streamline zoning and permitting regulations as needed.	Planning	FY2015	Stidham 05/2018: Ordinance update

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Economic Development Strategic Plan: Action Matrix

Strategy / Action	Responsibility	Schedule	Status
Review regulations that could affect business attraction and retention; review event-permitting processes (county with town)	Director		project underway.
a. Evaluate the zoning and subdivision ordinances to identify any regulatory and procedural provisions that have the potential to unduly restrict or encumber compatible economic development activities, including review of current use lists of by-right and special uses, and the speed and complexity of the County's, Town's review processes.	PD	FY2015	Stidham 05/2018: See 5 above.
b. If any potential problems are identified, create and evaluate potential alternative provisions that would strike a better balance of County goals, and refine these alternatives so that they can be adopted as amendments to the current regulations.	PD	FY2015	Stidham 05/2018: See 5 above.
c. Work closely with the Town of Berryville to ensure that the County and Town regulations are coordinated to achieve mutually desired policy outcomes, e.g. development in and around the Town in the annexation area and revitalization of the downtown.	PD	FY2015	Stidham 05/2018: See 5 above.
6) Inventory all existing businesses in County and Towns; categorize by type, location, revenue; include names and contact data. [to be conducted after the economic development capacity is expanded through Action A.3 below]	BoS, Staff	FY2015	BoS 05/07/2018: Identified as key component. 11/2016: Flyer included with tax bills soliciting business information. Business listing from Commissioner of the Revenue added to website.
Action A.3. Establish a formal economic development program in coordination with the Town of Berryville	BoS, BTC, CA, TM	FY2014	
1) Form a joint County-Town committee that would explore partnering and cost-sharing strategies for tourism and economic development.	BoS, BTC, CA, TM	FY2014	10/2014: Formed Joint Committee for Economic Development and Tourism.

Economic Development Strategic Plan: Action Matrix

Strategy / Action	Responsibility	Schedule	Status
<ul style="list-style-type: none"> Inventory and assess economic development activities currently done collaboratively by County and Town staffs. Identify opportunities for reducing redundancy. 	BoS, BTC, CA, TM	FY2014	
<ul style="list-style-type: none"> Explore a more formal integration of economic development functions so as to make the “boundary” between County and Town functions as “seamless” as possible. A Memorandum of Understanding (MOU) would memorialize such agreements. 	BoS, BTC, CA, TM	FY2014	10/2014: MOU executed by BTC, BoS.
2) Identify the professional capacity needed to fulfill the enhancements to the economic development program. Most of the duties and activities are either currently underway, are identified in this plan, or are standard practice in local economic development offices. Duties typically include:	BoS, BTC, CA, TM	FY2014	
<ul style="list-style-type: none"> Working with property owners to determine issues and opportunities for their sites and how to upgrade site suitability 	BoS, BTC, CA, TM	FY2014	
<ul style="list-style-type: none"> Actively seeking to attract new businesses and assisting existing businesses with expansion efforts and other growth activities. 	BoS, BTC, CA, TM	FY2014	BoS 05/07/2018: Identified as a priority.
<ul style="list-style-type: none"> Maintaining on-going communications with the local community regarding economic development issues and activities, and serving as a key liaison to local government agencies for the business community. 	BoS, BTC, CA, TM	FY2014	BoS 05/07/2018: Identified as a priority.
<ul style="list-style-type: none"> Collecting, analyzing, and disseminating data about local economic development markets, resources, etc. 	BoS, BTC, CA, TM	FY2014	
<ul style="list-style-type: none"> Evaluating existing economic development resources including infrastructure, site availability and readiness, market demand, etc 	BoS, BTC, CA, TM	FY2014	BoS 05/07/2018: Identified as a priority.

Economic Development Strategic Plan: Action Matrix

Strategy / Action	Responsibility	Schedule	Status
<ul style="list-style-type: none"> Conducting marketing and promotional efforts for the local economic initiatives. 	BoS, BTC, CA, TM	FY2014	
<ul style="list-style-type: none"> Serving as point of contact and liaison to public and private sector partners and sister agencies; and 	BoS, BTC, CA, TM	FY2014	
<ul style="list-style-type: none"> Providing staff support to the Industrial Development Authority, Economic Development Advisory Committee and Clarke County Tourism Alliance (if it is resurrected in fulfillment of Action C.4). Identify what roles County staff should fulfill and what roles, if any, consultants or contractors should fulfill, particularly in the early set-up stages. 	BoS, BTC, CA, TM	FY2014	07/2016: Executive Assistant County Administration assigned to clerk IDA, EDAC. Added packets and minutes to webpages. Updated IDA page to include bylaws, rules of procedure, Waterloo Area Water and Sewer Availability Fee Subsidy Program, and bond application.
3) Identify how the additional capacity fits into the current organizational structure, including the relationship between County and Town economic development activities, and how the County and Town might be able to share the costs and benefits of enhanced economic development functions.	BoS, BTC, CA, TM	FY2014	
4) Create (or update) job and/or program descriptions and retain the appropriate professional assistance.	BoS, BTC, CA, TM	FY2014	01/2015: Job description created for Director of Economic Development and Tourism.
<ul style="list-style-type: none"> Choose the priority for allocating resources between business retention and development and tourism coordination. 	BoS, BTC, CA, TM	FY2014	
5) Allocate funding and retain appropriate professional staff. Priority subject to funding decisions:	BoS, BTC, CA, TM	FY2015	
Action A.4. Upgrade web-based marketing, branding, and promotion, partly in coordination with neighboring jurisdictions and including greater use of social media technology.	Economic Development Director	FY2015	Capelli 04/2018: Done. Includes Artisan Trail, GoVirginia, Shenandoah Valley Regional Partnership, Spirit Trail
1) Develop and implement a new marketing system to promote the County's, Town's economic development message,	EDD	FY2015	Capelli 04/2018: Done. Includes web sites, Facebook, Twitter

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Economic Development Strategic Plan: Action Matrix

Strategy / Action	Responsibility	Schedule	Status
including new or enhanced website.			
a) Create marketing plan – branding strategy, marketing system with logo, style guide, etc. for County economic development that would help strengthen the association of Clarke County’s key brand features in the minds of target audiences.	EDD	FY2015	Capelli 04/2018: Beautiful Clarke County, Historic Berryville.
b) Work with web designer to create an Economic Development website design and preliminary cost estimate – minimal upgrade	EDD	FY2015	Capelli 04/2018: Done.
c) Retain expert assistance to design, implement and maintain a more robust website, including optimize search engine visibility, enhance social media marketing thru Facebook, Twitter, and blogs, coordinate joint efforts with all regional partners, create a media kit for distribution.	EDD	FY2014	Capelli 04/2018: Done. Working with Shenandoah Valley Regional Partnership.
2) Attend selected, occasional conferences and trade shows. This is a mid-term priority action and would focus limited resources on events with best prospect for beneficial return.	EDD	FY2016	Capelli 04/2018: Only Ag and Tourism related
Strategy 2. Increase Direct Revenues to Fund Economic Development	BoS, BTC, CA, TM	FY2016	
Action A.5. Examine cost/benefit of increasing Transient Occupancy Tax (TOT) and establishing Business & Professional Occupational Licensing (BPOL)	BoS, BTC, CA, TM	FY2015	
Strategy 3. Promote Suitable Housing Development	Planning Directors	FY2016-17	
Action A.6 Ensure that Comprehensive Plans and Zoning and Subdivision Ordinances of County and Towns allow and encourage diverse, walkable, connected, accessible, human-scale development patterns.	PDS	FY2016-17	

Economic Development Strategic Plan: Action Matrix

Strategy / Action	Responsibility	Schedule	Status
Goal B: Retain, Attract, and Develop Compatible and Innovative Industry	EDD	FY2015-16	BoS 05/07/2018: Identified as a priority. Capelli 04/2018: Ongoing.
Strategy 1. Promote Compatible Industrial Development	EDD	FY2015-16	Capelli 04/2018: Limited due to workforce IDA 04/2018: Waterloo Area Water and Sewer Availability Subsidy Program finalized. One existing business expressing interest in program.
Action B.1. Implement Business Retention Strategies	EDD	FY2015-16	Capelli 04/2018: Consistently ongoing. C2M gardening grant
1) Maintain and enhance the working relationships between the County and Town governments, business enterprises, business groups and organizations, real estate professionals, developers, and other stakeholders who are engaged in local and regional economic development, through the future economic development staff and the other collaboration actions identified in this plan.	EDD	FY2015-16	BoS 05/07/2018: Identified as a priority. Capelli 04/2018: Ongoing. Workforce Development, GoVirginia
2) Establish a formal visitation or survey program that allows the County and Towns to collect, organize and assess input from key businesses in each economic sector, in order to monitor the local economic development climate.	EDD	FY2015-16	Capelli 04/2018: Ongoing. Collecting emails.
3) Assist local businesses (and prospects) on an as-needed basis by providing information and contacts with government (local, state, federal) and private sources of business assistance.	EDD	FY2015-16	Capelli 04/2018: Ongoing.
4) Establish a "strike team" of key County and Town officials and staff to respond to prospect visits, incentive requests, and retention issues.	EDD	FY2015-16	Capelli 04/2018: As needed.
Action B.2. Partner with industrial landowners, users, and developers and the Town of Berryville to develop currently or potentially available industrial land	EDD	FY2015-16	Capelli 04/2018: Open.

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Economic Development Strategic Plan: Action Matrix

Strategy / Action	Responsibility	Schedule	Status
1) Organize, consolidate and update information about available and potential sites; maintain this database; make it easily available through the web. Work with property owners, the Town and Main Street to establish list of potential commercial, business and industrial properties for lease or sale. Place list on economic development website, and advise realtors.	EDD	FY2015-16	Capelli 04/2018: Featured property list on yesclarkecounty.com
2) Evaluate and rank all existing and potential sites in terms of current level of readiness for development.	EDD	FY2015-16	Capelli 04/2018: None ready.
3) Identify specific actions needed to upgrade the level of readiness for each site.	EDD	FY2015-16	Capelli 04/2018: None ready.
4) Identify what incentives the County and Town might provide, including funding, loans, infrastructure assistance, permits, etc. Such incentives would be in conjunction with actions by the owners to provide the maximum amount of leverage of local government assistance, and could involve increased funding for the County's Industrial Development Authority.	EDD	FY2015-16	Capelli 04/2018: Case by case. Limited involvement. 04/2018: IDA finalized Waterloo Area Water and Sewer Availability Fee Subsidy Program.
5) Establish a list of types of businesses desired in the County and which are feasible to attract or develop, and contact appropriate businesses to determine interest.	EDD	FY2015-16	Capelli 04/2018: Food processing, small industry / business, agri-business, agri-tourism.
6) Report on success of above actions to Board of Supervisors, Town Council, and Planning Commissions. Ongoing	EDD	CY2014-15	Capelli 04/2018: Weekly reports to the BoS.
Action B.3. Pursue Tax Increment Financing (TIF) (<i>Longer Term Priority</i>)	EDD, BoS	FY2016-17	Capelli 04/2018: Open.
1) Evaluate the feasibility and suitability for a TIF if new public infrastructure will benefit a site	EDD, BoS	FY2016-17	Capelli 04/2018: Open.
a. Identify the area or areas for the TIF district designation (Note – this may involve collaborating with the Town of Berryville. It may also involve determining whether a joint, inter-jurisdictional TIF is possible. This may also involve	EDD, BoS	FY2016-17	Capelli 04/2018: N/A

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Economic Development Strategic Plan: Action Matrix

Strategy / Action	Responsibility	Schedule	Status
determining whether special consulting assistance is necessary for this strategy).			
b. Allocate funding to support the actions necessary to establish a TIF.	EDD, BoS	FY2016-17	Capelli 04/2018: N/A
c. Conduct feasibility studies to determine whether development or redevelopment could take place within an acceptable timeframe without the assistance that would be provided by the TIF district.	EDD, BoS	FY2016-17	Capelli 04/2018: Open.
d. Prepare a forecast of the costs and revenues for the project.	EDD, BoS	FY2016-17	Capelli 04/2018: Open.
e. Analyze the long-term economic benefit to the local economy for the term of the TIF district, including the total impact of TIF districts on the tax base.	EDD, BoS	FY2016-17	Capelli 04/2018: Open.
f. Prepare a maintenance plan for the TIF district's projects, including ongoing and future capital costs, revenue sources, and any risk sharing between the County and any third party of private sector partners, including backup for project revenue, ongoing maintenance, project reporting and monitoring, etc.	EDD, BoS	FY2016-17	Capelli 04/2018: Open.
2) <u>If</u> the evaluation affirms feasibility, implement the TIF.	EDD, BoS	FY2016-17	Capelli 04/2018: N/A
a. Prepare a development or redevelopment plan that includes detailed performance measures, steps for monitoring and evaluating the plan, and outlining future benefits and burdens under alternative economic scenarios.	EDD, BoS	FY2016-17	Capelli 04/2018: N/A
b. Affirm viability of any third-party or private sector partners.	EDD, BoS	FY2016-17	Capelli 04/2018: N/A
c. Obtain input from all parties involved, including the public.	EDD, BoS	FY2016-17	Capelli 04/2018: Open

Economic Development Strategic Plan: Action Matrix

Strategy / Action	Responsibility	Schedule	Status
d. Periodically evaluate the performance of the TIF district	EDD, BoS	FY2016-17	Capelli 04/2018: Open
Strategy 2. Initiate Long-Term Development Opportunities	BoS, PD	Ongoing	
Action B.4. Continue to collaborate with the Town of Boyce.	BoS, PD	Ongoing	
Action B.5. Support Efforts to Expand Retail and Office Space.	PD's	Ongoing	
1) Urban Design: Support the efforts of the Town of Berryville in promoting the long-term physical improvement of the downtown area.	PD's	Ongoing	
2) Information: Support the efforts of the Town of Berryville to establish or upgrade the process for collecting, updating and disseminating physical and market data for the downtown area.	PD's	Ongoing	
Action B.6. Pursue Partnerships to Provide Public Water and Sewer to the Double Toll Gate Area. (Longer Term Priority]	BoS, PD	FY2017	
1) Update and affirm the prospects and feasibility of the various options available for providing utilities to the area, including options for the source, design, ownership, financing, and timing for utilities.	BoS, PD	FY2017	
2) Continually monitor, on a regular, ongoing basis, the status of these options and be prepared to help facilitate public and/or private sector initiatives for providing utility service to this area, including the potential for public investment.	BoS, PD	FY2017	
3) Review and revise the Area Plan to ensure that it reflects the current goals and policies of the new Comprehensive Plan.	BoS, PD	FY2017	
4) Review the Zoning Ordinance and Zoning Map, and the Subdivision Ordinance to ensure that the regulations reflect and support the County's policies for this area.	BoS, PD	FY2017	
Action B.7. Continue to promote well-designed commercial development in the Waterloo Area. (Longer Term Priority)	BoS	FY2017+	

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Economic Development Strategic Plan: Action Matrix

Strategy / Action	Responsibility	Schedule	Status
1) Review and revise the Waterloo Area Plan to ensure that it reflects the current goals and policies of the new Comprehensive Plan.	BoS	FY2017+	
2) Review the Zoning Ordinance and Zoning Map, and the Subdivision Ordinance to ensure that the regulations reflect and support the County's policies for this area, with particular attention to signage, interparcel access, and pedestrian circulation.	BoS	FY2017+	
Action B.8. Promote Rural Economic Innovation (including compatible home-based businesses) (Longer Term Priority)	EDD, PD	FY2017	Capelli 04/2018: Ongoing. Artisan Trail, brewery, distillery, add ons as requested.
1) Provide critical information needed by businesses. Information on economic and demographic trends are especially valuable for the County to promulgate, as well as information on connections and linkages, as described in #3 below.	EDD, PD	FY2017	
2) <i>Maintain and continually improve the high quality of life</i> , and a local culture that embraces creativity, growth and change in the local business sectors.	EDD, PD	FY2017	Capelli 04/2018: Working with Berryville Main Street.
3) <i>Enhance connections</i> between businesses and the people and organizations that can help them prosper through sharing information with business associations, universities, service providers, etc.	EDD, PD	FY2017	Capelli 04/2018: Facebook, web posts, etc.
4) <i>Cultivate talent and creativity</i> by fostering an environment that supports individuals and firms who use art or design in their products and services, as well as fostering a community spirit and culture that values innovation and creativity within the business community and local economy.	EDD, PD	FY2017	Capelli 04/2018: Artisan Trail, artisan tours.
5) <i>Use local resources</i> as the basis for innovation and growth. Local products and processes, local talent, and the local quality of life can all provide the identity and "brand" that will further	EDD, PD	FY2017	Capelli 04/2018: Promote local business on website, Facebook.

Economic Development Strategic Plan: Action Matrix

Strategy / Action	Responsibility	Schedule	Status
distinguish Clarke County from other areas.			
6) <i>Promote the enhancement of broadband access.</i>	EDD, PD	FY2017	Capelli 04/2018: Ongoing.
7) <i>Foster the further development of home-based and farm-based businesses by evaluating and modifying the zoning regulations as needed to ensure a proper balance between land use compatibility and efficient review and approval processing.</i>	EDD, PD	FY2017	Stidham 05/2018: Ongoing. Waterworks and Agri-business text amendments adopted. Ordinance update project underway.
Goal C. Increase the Vitality of Agriculture and Tourism	EDD	Ongoing	Capelli 04/2018: Farm tours, Facebook, radio.
Strategy 1. Foster Growth and Vitality of the Agricultural Industry	EDD	Ongoing	Capelli 04/2018: Seminars, consultants.
Action C.1. Promote information and understanding of the local agricultural industry.	EDD	Ongoing	
Action C.2. Promote activities that support local agriculture, including farm tours, "buy local" initiatives, "pick-your-own" enterprises, Farmers Markets, Community Supported Agriculture (CSAs), etc., in conjunction with enhancement of the County's website for all economic development components.	EDD	Ongoing	Capelli 04/2018: Farm tours, Christmas tree farms, equine, Facebook.
Strategy 2 Promote Tourism Development [coordinate with Tourism Strategic Plan]	EDD	2014, Ongoing	Capelli 04/2018: Shenandoah Valley Regional Partnership
Action C.3. Improve regional cooperation and coordination in marketing and promotion.	EDD	2014, Ongoing	Capelli 04/2018: Artisan Trail, Spirit Trail, Appalachian Trail, Virginia Tourism, Virginia.org
1) Create a Tourism Organization and Marketing Plan.	EDD	2014	
2) Identify all current and potential tourism partners and stakeholders internally and externally to the County (both public and private sector).	EDD	2014	
3) Determine how staff support is provided – separate tourism office, or County's economic development office.	BoS, BTC	2014	

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Economic Development Strategic Plan: Action Matrix

Strategy / Action	Responsibility	Schedule	Status
4) Secure an economic development/tourism coordinator to oversee implementation, marketing and development.	BoS, BTC	2014	
Action C.4. Establish/Revive "Tourism Advisory Committee" [and/or resurrect Clarke County Tourism Alliance (CCTA)]	BoS, BTC, CA	2014-15	
Action C.5. Promote Development of Increased Accommodation Capacity	BoS, BTC, CA	2014-15	
Strategy 3. Promote Equine Development (<i>Longer Term Priority</i>)	EDD	FY2017	Capelli 04/2018: Ongoing
Action C.6 Conduct a detailed study of the equine industry	EDD	FY2017	Capelli 04/2018: N/A
1) Identify the scope of the study and funding resources.	EDD	FY2017	Capelli 04/2018: N/A
2) Issue an RFP for the work.	EDD	FY2017	Capelli 04/2018: N/A
3) Retain the firm to conduct the study.	EDD	FY2017	Capelli 04/2018: N/A
4) Assess, promulgate, and implement the findings.	EDD	FY2017	Capelli 04/2018: N/A
Action C.7 Strengthen businesses in the local equestrian industry	EDD	FY2017	Capelli 04/2018: N/A
1) Develop a county or regional website devoted to the industry, offering up to date information on hay pricing, horse shows, and other business trends. (This could be in conjunction with the overall effort to upgrade the County's website for economic development marketing and tourism). Any such efforts should build on the success of the existing Equine Alliance and be an outgrowth or enhancement of that group. Businesses in the industry include stables and breeders, but also support businesses such as farriers, saddle-makers/marketers, and specialty construction companies.	EDD	FY2017	Capelli 04/2018: Working to support.

April 26, 2018

Company Name

Address

City, ST Zip

Re: **Nexgen Broadband, LLC Letter of Support**

To Whom It May Concern:

(Company Name/City) would like to express its support of Nexgen Broadband, LLC, and their proposal to bring high-speed broadband to (County/Town name).

Economic opportunity has not been as strong in our region due to a lack of high-speed internet. All communities have businesses and entrepreneurs that have services to offer, but our community has lagged behind due to a lack of competitive broadband services. Nexgen's proposal to bring high-speed internet to our area will help us to expand opportunities for existing businesses and attract new businesses. With this service, we hope to encourage our youth to stay within the community and bring local innovative ideas to the national and global marketplace.

The quality of life of our region is excellent. With the expansion of broadband services, we hope to see a significant economic change that benefits the entire region.

(I/We) encourage you to approve Nexgen Broadband, LLC's proposal for service to our area.

Sincerely,

Your Name Here

Title

MEMORANDUM

TO: Board of Supervisors

FR: Thomas Judge, Director of Joint Administrative Services

DT: 5/15/2018

RE: *May Finance Agenda*

1. **Kohn Property Improvement Estimate.** See estimate attached. There is \$15,000 budgeted in FY 19 for this work. The Finance Committee recommended that the County Administrator exclude central heating/air and therefore proceed with expenditure of \$3,750.
2. **Primary School Surplus.** The Clarke County School Board has announced a surplus of \$186,160 in the Primary School Renovation project. The committee discussed potential uses for these funds but deferred action until the close of the current fiscal year.
3. **FY 19 Appropriation Resolution.** Dates contained in appropriation resolutions relating to the Public Safety, Food Service, and Joint Government Center funds have been corrected in the records to reference fiscal year 2019 instead of 2018.
4. **Bills and Claims.** This is recommended for approval.
5. **Standing Reports.** The following reports are attached: Expenditure Summary. Reconciliation of Appropriations. General Fund Balance. Capital Projects.

Kohn Property

1 Mini Split	\$6,000.00	Cabin has Electric baseboard heat and no worki
2 Window blinds and or curtains	\$300.00	Material / Work In House
3 Refrigerator	\$600.00	Current unit very old and not holding temp
4 Spring house pump Inspection		In House
5 Water testing	??	
6 Tree trimming hanging over house		In House
7 Interior paint	\$250.00	Material / Work In House
8 Interior paint	\$1,000.00	Out source
9 Chimney Inspection		In house

Exterior

1 Deck and step repair	\$500.00	
2 Soffit and trim	\$800.00	Material / Work In House
Driveway Clearing		In House
Gate Install	\$300.00	Material / Work In House

\$9,750.00

\$6,000.00 mini spit heating and cooling is optional. We can continue to use base board heat and purchase a window unit A/C

**Clarke County
Invoice History Report
April 30, 2018**

VENDOR NAME	ACCOUNT DESC	FULL DESC	INVOICE DATE	AMOUNT
Amazon Acct	District C Materials & Supplie	TN420 Toner for Fax Machine	02/16/2018	77.96
Amazon Acct	District C Materials & Supplie	Fax Machine	02/09/2018	137.93
Amazon Acct	Sheriff Police Supplies	POLICE AND PRISON EQUIPMENT AN	02/21/2018	76.00
Amazon Acct	Sheriff Police Supplies	POLICE AND PRISON EQUIPMENT AN	02/21/2018	50.98
Amazon Acct	Sheriff Office Supplies	OFFICE SUPPLIES, GENERAL	02/12/2018	15.76
Amazon Acct	Sheriff Office Supplies	OFFICE SUPPLIES, GENERAL	02/13/2018	67.27
Amazon Acct	VictimWit Noncap Ofc Equip	Chair for Shelly Gardner	02/09/2018	139.01
Amazon Acct	JAS Inventory -Mtls & Supplies	Supplies for Central Store	02/13/2018	-3.71
Amazon Acct	JAS Inventory -Mtls & Supplies	Supplies for Central Store	02/12/2018	197.12
Amazon Acct	JAS Inventory -Mtls & Supplies	Supplies for Central Store	02/12/2018	51.64
Amazon Acct	Sheriff Materials & Supplies	OFFICE SUPPLIES, GENERAL	02/12/2018	699.96
Amazon Acct Total				1,509.92
American Red Cross	Pool Purchased Services	Swim Lessons	03/21/2018	300.00
American Red Cross	Pool Purchased Services	Lifeguarding review	04/11/2018	468.00
American Red Cross Total				768.00
Anderson Control	Maintenanc Purchased Services	rm Anderson C. Rec Center alarm monitoring	04/02/2018	252.00
Anderson Control Total				252.00
Arnett, Betsy	HstPrvCom Board Member Fees	Attd @ HPC 4-3-18 mtg	04/09/2018	25.00
Arnett, Betsy Total				25.00
At&t	County Adm Telephone	Acct 287015712672 School/Gov c	03/23/2018	42.10
At&t	IT Telephone	Acct 287015712672 School/Gov c	03/23/2018	113.60
At&t	Registrar Telephone	Acct 287015712672 School/Gov c	03/23/2018	61.50
At&t	Comm Atty Telephone	Acct 287015712672 School/Gov c	03/23/2018	168.40
At&t	Sheriff Telephone	Telephone Charges for April 2018	04/01/2018	58.23
At&t	Sheriff Telephone	Acct 287015712672 School/Gov c	03/23/2018	1,359.09
At&t	Communicat Telephone	Acct 287015712672 School/Gov c	03/23/2018	256.88
At&t	EMS Telephone	Acct 287015712672 School/Gov c	03/23/2018	81.34
At&t	Bldg Insp Telephone	Acct 287015712672 School/Gov c	03/23/2018	170.28
At&t	AnimalCtrl Telephone	Acct 287015712672 School/Gov c	03/23/2018	14.13
At&t	Maintenanc Telephone	Acct 287015712672 School/Gov c	03/23/2018	49.17
At&t	Econ Dev Telephone	Acct 287015712672 School/Gov c	03/23/2018	42.10
At&t	VictimWit Telephone	Acct 287015712672 School/Gov c	03/23/2018	42.10
At&t Total				2,458.92
Attic Promotions	Programs Printing & Binding	Volleyball Shirts	04/03/2018	136.00
Attic Promotions Total				136.00
BB&T	County Adm Miscellaneous Expen	BB&T Bldg, ED, IT, Co Ad	04/09/2018	51.41
BB&T	IT Materials & Supplies	BB&T Bldg, ED, IT, Co Ad	04/09/2018	68.94
BB&T	Sheriff Travel - Sworn Staff	Credit Card Statement	04/09/2018	974.00
BB&T	Sheriff Dues Subscr & Memb	Credit Card Statement	04/09/2018	150.00
BB&T	Sheriff Office Supplies	Credit Card Statement	04/09/2018	53.94
BB&T	Sheriff Office Supplies	Credit Card Statement	04/09/2018	39.14
BB&T	EMS Travel	BB&T Credit Card Statement Fire & EMS April 2018	04/09/2018	207.39
BB&T	EMS Miscellaneous	BB&T Credit Card Statement Fire & EMS April 2018	04/09/2018	19.21
BB&T	EMS Materials & Supplies	BB&T Credit Card Statement Fire & EMS April 2018	04/09/2018	369.51
BB&T	Bldg Insp Dues Subscr & Memb	BB&T Bldg, ED, IT, Co Ad	04/09/2018	612.51
BB&T	Bldg Insp Vehicle Fuel	BB&T Bldg, ED, IT, Co Ad	04/09/2018	209.00
BB&T	AnimalCtrl Materials & Supplie	rm BB&T credit card charges 3/14 to 04/06/18	04/09/2018	381.82
BB&T	Maintenanc Materials & Supplie	rm BB&T credit card charges 3/14 to 04/06/18	04/09/2018	39.59
BB&T	Parks Adm Leases & Rentals	Supplies	04/09/2018	100.00
BB&T	Rec Center Materials & Supplie	Supplies	04/09/2018	244.06
BB&T	Programs Materials & Supplies	Supplies	04/09/2018	594.78
BB&T	Econ Dev Materials & Supplies	BB&T Bldg, ED, IT, Co Ad	04/09/2018	147.41
BB&T	Maintenanc Materials & Supplie	rm BB&T credit card charges 3/14 to 04/06/18	04/09/2018	163.95
BB&T	Maintenanc Materials & Supplie	rm BB&T credit card charges 3/14 to 04/06/18	04/09/2018	97.85
BB&T	Maintenanc Materials & Supplie	Bell Gosset Pump for 102 N. Ch	04/09/2018	1,292.95
BB&T	Maintenanc Materials & Supplie	rm BB&T credit card charges 3/14 to 04/06/18	04/09/2018	110.62
BB&T	VictimWit Travel	Hotel for Beth Marple	04/09/2018	191.48
BB&T	Sheriff Materials & Supplies	Credit Card Statement	04/09/2018	88.27
BB&T	Sheriff Materials & Supplies	Credit Card Statement	04/09/2018	37.02

Clarke County
Invoice History Report
April 30, 2018

VENDOR NAME	ACCOUNT DESC	FULL DESC	INVOICE DATE	AMOUNT
BB&T	RSAF-EMS Intubation Equip	Extension Cable for EMS	04/09/2018	295.00
BB&T	RSAF-EMS Intubation Equip	Batteries for EMS	04/09/2018	149.75
BB&T Total				6,689.60
Berryville Auto Part	Sheriff Purchased Services	CCSO Vehicle Repair - 1102	03/27/2018	60.00
Berryville Auto Part	Sheriff Purchased Services	CCSO Vehicle Repair - 1304	03/30/2018	40.00
Berryville Auto Part	Sheriff Purchased Services	CCSO Vehicle Repair - 1303	03/30/2018	40.00
Berryville Auto Part	Sheriff Purchased Services	CCSO Vehicle Repair - 0801	04/03/2018	20.00
Berryville Auto Part	Sheriff Purchased Services	CCSO Vehicle Repair - 1701	04/09/2018	40.00
Berryville Auto Part	Sheriff Purchased Services	Vehicle Repair - 1304	04/09/2018	36.00
Berryville Auto Part	Sheriff Purchased Services	CCSO - Vehicle Repair 1401	04/17/2018	40.00
Berryville Auto Part	Sheriff Purchased Services	CCSO Vehicle Repair - 1302	04/17/2018	40.00
Berryville Auto Part	Sheriff Purchased Services	CCSO Vehicle Repair - 1402	04/17/2018	45.00
Berryville Auto Part	Sheriff Vehicle Repair Parts	CCSO Vehicle Repair - 1102	03/27/2018	239.89
Berryville Auto Part	Sheriff Vehicle Repair Parts	CCSO Vehicle Repair - 1304	03/30/2018	33.86
Berryville Auto Part	Sheriff Vehicle Repair Parts	CCSO Vehicle Repair - 1303	03/30/2018	19.74
Berryville Auto Part	Sheriff Vehicle Repair Parts	CCSO Vehicle Repair - 0801	04/03/2018	143.66
Berryville Auto Part	Sheriff Vehicle Repair Parts	CCSO_Vehicle Repair	04/04/2018	3.84
Berryville Auto Part	Sheriff Vehicle Repair Parts	CCSO Vehicle Repair - 1701	04/09/2018	21.42
Berryville Auto Part	Sheriff Vehicle Repair Parts	CCSO - Vehicle Repair 1401	04/17/2018	19.74
Berryville Auto Part	Sheriff Vehicle Repair Parts	CCSO Vehicle Repair - 1302	04/17/2018	19.74
Berryville Auto Part	Sheriff Vehicle Repair Parts	CCSO - Vehicle Repair 1501	03/21/2018	37.88
Berryville Auto Part Total				900.77
Berryville Farm	AnimalCtrl Materials & Supplie	rm BFS ACO hay and pellets	04/16/2018	16.97
Berryville Farm Total				16.97
Berryville True Valu	Registrar Materials & Supplies	Shelve supplies	04/19/2018	10.07
Berryville True Valu	Maintenanc Materials & Supplie	rm BH Maint hoe	04/06/2018	16.99
Berryville True Valu	Maintenanc Materials & Supplie	rm BH Maint eye and hook bolts	04/09/2018	9.16
Berryville True Valu	Maintenanc Materials & Supplie	rm BH Maint bolt and store real for cord	04/10/2018	13.07
Berryville True Valu	Maintenanc Materials & Supplie	rm BH Maint key ring and key	04/12/2018	6.79
Berryville True Valu	Maintenanc Materials & Supplie	rm BH Maint pins for snow blowers	03/22/2018	6.19
Berryville True Valu	Maintenanc Materials & Supplie	rm BH 102 N. Church Valve Elbow	03/31/2018	29.98
Berryville True Valu	Maintenanc Materials & Supplie	rm BH 104 N. Church baklite metal blast file	03/23/2018	10.78
Berryville True Valu	Maintenanc Materials & Supplie	rm BH 104 N. Church bit holder	04/02/2018	8.99
Berryville True Valu	Maintenanc Materials & Supplie	rm BH Pool coupling and elbow	04/20/2018	7.98
Berryville True Valu	Maintenanc Materials & Supplie	rm BH Pool couplings	04/21/2018	22.47
Berryville True Valu	Maintenanc Materials & Supplie	rm BH Soccer sand for sand bags	04/09/2018	21.96
Berryville True Valu	Maintenanc Materials & Supplie	rm BH 311 E. Main plumbing materials	04/23/2018	40.43
Berryville True Valu	Maintenanc Materials & Supplie	rm BH 311 E. Main St elbow and adapter for hwh	04/24/2018	4.87
Berryville True Valu Total				209.73
Bill & Bills Auto	Sheriff Purchased Services	Speedometer Calibration	04/23/2018	45.00
Bill & Bills Auto Total				45.00
Blossman Gas, Inc.	Maintenanc Heating	rm Blossom ACO lp gas heat	04/06/2018	497.01
Blossman Gas, Inc.	Maintenanc Heating	rm Blossman ACO lp gas	03/23/2018	370.71
Blossman Gas, Inc.	Maintenanc Heating	rm Blossman 129 Ramsburg LP Gas	03/23/2018	720.87
Blossman Gas, Inc. Total				1,588.59
Blue Ridge Volunteer	Blue Ridge Vol Fire Co Contrib	FY 18 Civic Contribution Qtr 4	04/01/2018	12,500.00
Blue Ridge Volunteer Total				12,500.00
Blue Sky Towers	Sheriff Leases & Rentals	Tower, Transmitter, 04/01-05/01	04/01/2018	2,380.50
Blue Sky Towers Total				2,380.50
BMS Direct	Treasurer Postal Svcs	Postage - 1st half 2018 Real Estate	04/17/2018	3,985.60
BMS Direct	Treasurer Postal Svcs	Postage - !st half 2018 Personal Property	04/17/2018	4,367.20
BMS Direct Total				8,352.80
Bosserman, Barbara	Electoral Materials & Supplies	Election Training Snacks	04/25/2018	39.54
Bosserman, Barbara	Registrar Local Mileage	VEBA/VRAV Conference Mileage 3/3/18	03/03/2018	165.68
Bosserman, Barbara Total				205.22
Bouffault, Robina	Plan Com Board Member Fees	Attd @ PC April mtgs	04/10/2018	100.00
Bouffault, Robina Total				100.00
Broy & Son Pump	JGC Maintenanc Purchased Servi	rm Broy&Son 101 Chalmers ct unstop sewer line	04/05/2018	178.70
Broy & Son Pump	JGC Maintenanc Purchased Servi	rm Broy 101 Chalmers unstop sewer line for the sec	04/12/2018	206.91

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VENDOR NAME	ACCOUNT DESC	FULL DESC	INVOICE DATE	AMOUNT
Broy & Son Pump	Maintenanc Purchased Services	rm BroySons 104 N. Church unstop sewer line	03/20/2018	330.00
Broy & Son Pump	Maintenanc Purchased Services	rm Broy Son Park turn on water for ball fields	03/20/2018	120.00
Broy & Son Pump	Maintenanc Purchased Services	rm Broy&Son Pool sol,der on valve and pipe to line	03/27/2018	302.94
Broy & Son Pump	Maintenanc Purchased Services	rm Broy&Son 101 Chalmers ct unstop sewer line	04/05/2018	106.30
Broy & Son Pump	Maintenanc Purchased Services	rm Broy 101 Chalmers unstop sewer line for the sec	04/12/2018	123.09
Broy & Son Pump Total				1,367.94
Broys Car Wash	Sheriff Purchased Services	March Car Washes	03/31/2018	51.00
Broys Car Wash Total				51.00
Buckley, Randy	Plan Com Board Member Fees	Attd @ PC April mtgs	04/10/2018	100.00
Buckley, Randy Total				100.00
BW Wilson Paper	JAS Inventory -Mtls & Supplies	Supplies for Central Store	03/13/2018	1,190.97
BW Wilson Paper Total				1,190.97
Caldwell, Anne	Plan Com Board Member Fees	Attd At April PC mtgs	04/10/2018	100.00
Caldwell, Anne	HstPrvCom Board Member Fees	Attd @ HPC 4-3-18 mtg	04/09/2018	25.00
Caldwell, Anne Total				125.00
Capelli, Len	Econ Dev Salaries	Econ Dev Len Capelli Pd3 2018	04/06/2018	3,250.00
Capelli, Len Total				3,250.00
Carousel Industries	Sheriff Maint Contracts	annual phone system maintenanc	04/03/2018	31,491.89
Carousel Industries	PSAP Call Handling Equipment	911 phone system upgrade	03/22/2018	86,809.55
Carousel Industries Total				118,301.44
Carroll Construction	Park Trail Improvements	Park Trail Rehabilitation	03/12/2018	43,398.94
Carroll Construction Total				43,398.94
Carter, Page	HstPrvCom Board Member Fees	Attd @ HPC 4-3-18 mtg	04/09/2018	25.00
Carter, Page Total				25.00
Casey Kennedy	Programs Refunds	refund	04/16/2018	9.38
Casey Kennedy Total				9.38
Catherine Levi	Circuit C Juror Pay	GRAND JURY 041618	04/16/2018	30.00
Catherine Levi Total				30.00
CBAY-VA	Cit Conv Ctr-Fees/Permits	Nutrient Credits for Convenien	03/29/2018	24,840.00
CBAY-VA Total				24,840.00
Chatman, Stacey	Programs Purchased Services	contracted employee	04/16/2018	296.67
Chatman, Stacey Total				296.67
Chet Erickson	Circuit C Juror Pay	GRAND JURY 041618	04/16/2018	30.00
Chet Erickson Total				30.00
City of Winchester	Juv DetCtr Intergov Svc Agreem	FY 18 Qtr 3 operations billing	04/04/2018	4,023.00
City of Winchester Total				4,023.00
Clarke County Sherif	Sheriff Purchased Services	Sheriff's Office Petty Cash 1/1/2018 - 4/2/2018	04/03/2018	20.00
Clarke County Sherif	Sheriff Postal Svcs	Sheriff's Office Petty Cash 1/1/2018 - 4/2/2018	04/03/2018	68.57
Clarke County Sherif	Sheriff Travel - Sworn Staff	Sheriff's Office Petty Cash 1/1/2018 - 4/2/2018	04/03/2018	15.27
Clarke County Sherif	Sheriff Mtls & Supplies Commun	Sheriff's Office Petty Cash 1/1/2018 - 4/2/2018	04/03/2018	19.98
Clarke County Sherif	Sheriff Materials & Supplies	Sheriff's Office Petty Cash 1/1/2018 - 4/2/2018	04/03/2018	14.92
Clarke County Sherif Total				138.74
Comcast	IT Telecomm Online Tech	Government	03/22/2018	165.64
Comcast	IT Leases & Rentals	2018 dark fiber lease	02/12/2018	1,800.00
Comcast	Sheriff Purchased Services	Comcast Monthly Fee	04/17/2018	91.85
Comcast Total				2,057.49
Commercial Press	County Adm Materials &Supplies	Commercial Press name plate and bus cards	04/20/2018	44.98
Commercial Press	Comm Atty Materials & Supplies	Stationery envelopes	03/23/2018	191.95
Commercial Press	Plan Adm Printing & Binding	Name Plate for PC	03/22/2018	8.40
Commercial Press Total				245.33
ComputerPlus	IT Maint Contracts	IBM Hardware Support - AS400	04/01/2018	127.00
ComputerPlus Total				127.00
Consolidated Electri	Maintenanc Purchased Services	rm Consolidated Elec Rec install 4 new lights	04/17/2018	649.00
Consolidated Electri Total				649.00
County of Frederick	RefuseDisp Intergov Svc Agreem	refuse	04/03/2018	1,094.76
County of Frederick	RefuseDisp Intergov Svc Agreem	refuse	04/03/2018	1,065.06
County of Frederick Total				2,159.82
County of Warren	RefuseDisp Intergov Svc Agreem	Refuse collection 3rd Quarter FY18	03/30/2018	4,682.97
County of Warren Total				4,682.97

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CQI Water Treatment	Maintenanc Purchased Services	Water Treatment Services	03/20/2018	112.86
CQI Water Treatment	Maintenanc Purchased Services	Water Treatment Services	03/20/2018	67.14
CQI Water Treatment Total				180.00
Creative Print Solut	Programs Printing & Binding	Contracted Employee	03/05/2018	1,785.00
Creative Print Solut Total				1,785.00
Crystal Springs	Parks Adm Leases & Rentals	Water for office	03/27/2018	22.20
Crystal Springs Total				22.20
DDL Business Sys	Clk of CC Maint Contracts	Contract 10240E-01 Circuit Ct	02/28/2018	25.00
DDL Business Sys	Clk of CC Maint Contracts	Contract 10240E-01 Circuit Ct	03/25/2018	26.12
DDL Business Sys	Parks Adm Maint Contracts	Contract 10240-13 Copier SN C7	03/25/2018	247.43
DDL Business Sys Total				298.55
Dehaven Berkeley	Comm Atty Materials & Supplies	April water bill	04/02/2018	27.00
Dehaven Berkeley	Sheriff Mtls & Supplies Commun	Water	04/02/2018	46.55
Dehaven Berkeley	Sheriff Mtls & Supplies Commun	Water Cooler Rental	03/15/2018	9.00
Dehaven Berkeley	Sheriff Office Supplies	Cooler Rental	04/13/2018	9.00
Dehaven Berkeley	Sheriff Office Supplies	Water	04/02/2018	14.00
Dehaven Berkeley	Maintenanc Water & Sewer	rm Dehaven water cooler rental for April 2018	04/13/2018	11.00
Dehaven Berkeley	Maintenanc Water & Sewer	rm Dehaven Maint water cooler rental	03/15/2018	11.00
Dehaven Berkeley	Maintenanc Water & Sewer	rm Dehaven Maint water	04/02/2018	7.50
Dehaven Berkeley	Maintenanc Water & Sewer	rm Dehaven 100 N. Church St water cooler rental	04/13/2018	9.00
Dehaven Berkeley	Maintenanc Water & Sewer	rm DeHaven 100 N. Church water cooler rental	03/15/2018	9.00
Dehaven Berkeley Total				153.05
DMV	Treasurer DMV Stop	DMV Stop Fees - March 2018	03/30/2018	1,000.00
DMV Total				1,000.00
Donald M. Marlow	Circuit C Juror Pay	GRAND JURY 041618	04/16/2018	30.00
Donald M. Marlow Total				30.00
eCore Software Inc	EMS Purchased Services	ePro Scheduler software lease Fire/EMS April 2018	03/22/2018	170.00
eCore Software Inc Total				170.00
Election Center	Registrar Purchased Services	VREO Renewal class 6/27/18	04/18/2018	99.00
Election Center Total				99.00
Emmart Oil	Maintenanc Heating	rm EOil 524 WW Rd heating oil	03/22/2018	229.54
Emmart Oil Total				229.54
Evident Inc	Sheriff Police Supplies	Evidence Supplies	03/22/2018	77.50
Evident Inc Total				77.50
Fedex	Plan Adm Postal Svcs	Three FedEx Deliveries	04/16/2018	59.63
Fedex Total				59.63
Fire Protection	Maintenanc Materials & Supplie	rm Fire Protection 100 N. Church firext for Travis	01/19/2018	86.45
Fire Protection Total				86.45
Frederick-Winchester	Sanitation Intergov Svc Agreem	March 2018	04/11/2018	2,616.49
Frederick-Winchester Total				2,616.49
Galls/Best Uniforms	Sheriff Uniform Sworn Staff	Pants	03/30/2018	50.95
Galls/Best Uniforms Total				50.95
GCA	Maintenanc Custodial Contracts	rm GCA County Cleaning for April 2018	04/01/2018	3,366.23
GCA	JGC Maintenanc Custodial Contr	rm GCA County Cleaning for April 2018	04/01/2018	2,332.38
GCA	Maintenanc Custodial Contracts	rm GCA County Cleaning for April 2018	04/01/2018	293.78
GCA	Maintenanc Custodial Contracts	rm GCA County Cleaning for April 2018	04/01/2018	1,387.51
GCA Total				7,379.90
General Dynamics	Sheriff Travel	Simunition Training Course	04/18/2018	320.00
General Dynamics Total				320.00
Glover, Robert P.	Plan Com Board Member Fees	Attd @ PC April mtgs	04/10/2018	100.00
Glover, Robert P. Total				100.00
Grainger Inc	Maintenanc Materials & Supplie	rm Graingers 311 E. Main & 104 NChurch door louver	03/14/2018	101.50
Grainger Inc	Maintenanc Materials & Supplie	rm Graingers 311 E. Main & 104 NChurch door louver	03/14/2018	101.50
Grainger Inc Total				203.00
Gray, Ginger	Programs Purchased Services	Contracted Employee	03/30/2018	145.60
Gray, Ginger	Programs Purchased Services	Contracted employee	04/16/2018	345.80
Gray, Ginger Total				491.40
Greatscapes	Maintenanc Purchased Services	rm Greatscapes County Grounds landscaping compound	03/30/2018	2,484.00
Greatscapes Total				2,484.00

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GreySteel	Sheriff Purchased Services	2018 Triad Presentation Speaker	03/20/2018	300.00
GreySteel Total				300.00
Grubb, Kristen	Programs Purchased Services	contracted employee	04/16/2018	100.10
Grubb, Kristen Total				100.10
Hall, Monahan	Legal Svc Purchased Svcs	brt Mitchell PA, Code, DSS, Millwood, Legal	04/03/2018	1,440.00
Hall, Monahan	Plan Adm Purchased Services	brt Mitchell PA, Code, DSS, Millwood, Legal	04/03/2018	247.50
Hall, Monahan	Dev Rights Purchased Services	CEA Services	04/09/2018	320.00
Hall, Monahan Total				2,007.50
Handley Regional	Handley Regional Library Contr	FY 18 Qtr 4 Civic Contribution	03/30/2018	55,939.25
Handley Regional Total				55,939.25
Heidi Brunt	County Adm Miscellaneous Expen	IIMC Region II Dinner-B. Taylor	04/18/2018	40.00
Heidi Brunt Total				40.00
Hurt&Proffitt	Maintenanc Purchased Services	Engineering for brick repair a	03/31/2018	3,850.00
Hurt&Proffitt	Citizens Conv Ctr Eng & Archit	A/E Services for Convenience Center	03/31/2018	3,029.00
Hurt&Proffitt Total				6,879.00
J.D. Power	Com of Rev Data Processing	nada values for p/p 2018	04/18/2018	2,014.72
J.D. Power Total				2,014.72
J.J. Keller	Legal Svc Purchased Svcs	JJ Keller Combo Posters 5yr	04/18/2018	1,253.18
J.J. Keller Total				1,253.18
Janet Alger	Circuit C Juror Pay	GRAND JURY 041618	04/16/2018	30.00
Janet Alger Total				30.00
Jay Shupe	Programs Refunds	Refund	03/22/2018	35.00
Jay Shupe Total				35.00
John H Enders Fire	Enders Volunteer Fire Co Contr	FY 18 Qtr 4 (April-June)	04/02/2018	18,750.00
John H Enders Fire Total				18,750.00
Johnston, Jane	Programs Purchased Services	Contracted Employee	03/30/2018	273.00
Johnston, Jane	Programs Purchased Services	Contracted Employee	04/16/2018	819.00
Johnston, Jane Total				1,092.00
Kalbiam, Maral	HstPrvCom Purchased Services	Consulting services for HPC	03/27/2018	990.00
Kalbiam, Maral Total				990.00
Keeler, Sharon	Treasurer Local Mileage	Mileage Reimbursement	04/18/2018	71.94
Keeler, Sharon Total				71.94
Kiln Doctor, The	Programs Materials & Supplies	Program Supplies	02/12/2018	61.70
Kiln Doctor, The Total				61.70
KNS Technologies	Econ Dev Maint Svc Contracts	Website Maintenance March	04/01/2018	150.00
KNS Technologies Total				150.00
Kruhm, Douglas	Plan Com Board Member Fees	Attd @ PC April mtgs	04/10/2018	100.00
Kruhm, Douglas	HstPrvCom Board Member Fees	Attd @ PC 4-7-18 mtg	04/09/2018	25.00
Kruhm, Douglas Total				125.00
Language Line Servic	Sheriff Purchased Services	Interpreter Services	03/31/2018	80.01
Language Line Servic Total				80.01
Lawfit/Firefit, LLC	Sheriff Travel - Sworn Staff	Lawfit Fitness Workshop Registration	04/10/2018	400.00
Lawfit/Firefit, LLC Total				400.00
Lee, Frank	Plan Com Board Member Fees	Attd @ PC April mtgs	04/10/2018	100.00
Lee, Frank Total				100.00
LexisNexis	Sheriff Purchased Services	Monthly Statement	03/31/2018	50.00
LexisNexis Total				50.00
Logan Systems Inc	Clk of CC Microfilming	COMPUTER INDEXING	04/15/2018	428.30
Logan Systems Inc Total				428.30
Lord Fairfax Commun	Lord FairfaxComm College Cont	FY 18 Qtr 4 Civic Contribution	04/17/2018	3,947.00
Lord Fairfax Commun Total				3,947.00
Luck Stone Corp	Maintenanc Materials & Supplie	Field Gem Ballfield Infield Mi	03/05/2018	1,990.00
Luck Stone Corp Total				1,990.00
Malone, Gwendolyn	Plan Com Board Member Fees	Attd @ PC April mtgs	04/10/2018	100.00
Malone, Gwendolyn Total				100.00
Mansfield Oil Co	County Adm Vehicle Fuel	rm MOil Fuel Charges 3/1/18 to 3/15/18	03/19/2018	33.78
Mansfield Oil Co	County Adm Vehicle Fuel	rm MOil fuel charges for County	04/02/2018	24.92
Mansfield Oil Co	Sheriff Vehicle Fuel	Fuel for 3/16 - 3/31/2018	04/02/2018	2,070.83
Mansfield Oil Co	Sheriff Vehicle Fuel	Fuel for 4/1/2018 - 4/15/2018	04/17/2018	2,198.88

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Mansfield Oil Co	EMS Vehicle Fuel	rm MOil fuel charges 4/1/18 to 4/15/18	04/17/2018	40.67
Mansfield Oil Co	EMS Vehicle Fuel	rm MOil Fuel Charges 3/1/18 to 3/15/18	03/19/2018	73.41
Mansfield Oil Co	EMS Vehicle Fuel	rm MOil fuel charges for County	04/02/2018	140.03
Mansfield Oil Co	Bldg Insp Vehicle Fuel	rm MOil fuel charges 4/1/18 to 4/15/18	04/17/2018	111.21
Mansfield Oil Co	Bldg Insp Vehicle Fuel	rm MOil Fuel Charges 3/1/18 to 3/15/18	03/19/2018	140.74
Mansfield Oil Co	Bldg Insp Vehicle Fuel	rm MOil fuel charges for County	04/02/2018	120.33
Mansfield Oil Co	AnimalCtrl Vehicle Fuel	rm MOil fuel charges 4/1/18 to 4/15/18	04/17/2018	41.07
Mansfield Oil Co	AnimalCtrl Vehicle Fuel	rm MOil fuel charges for County	04/02/2018	36.19
Mansfield Oil Co	Maintenanc Vehicle Fuel	rm MOil fuel charges 4/1/18 to 4/15/18	04/17/2018	129.77
Mansfield Oil Co	Maintenanc Vehicle Fuel	rm MOil Fuel Charges 3/1/18 to 3/15/18	03/19/2018	114.27
Mansfield Oil Co	Maintenanc Vehicle Fuel	rm MOil fuel charges for County	04/02/2018	258.15
Mansfield Oil Co	Parks Adm Vehicle Fuel	rm MOil fuel charges 4/1/18 to 4/15/18	04/17/2018	10.43
Mansfield Oil Co	Parks Adm Vehicle Fuel	rm MOil Fuel Charges 3/1/18 to 3/15/18	03/19/2018	24.10
Mansfield Oil Co	Parks Adm Vehicle Fuel	rm MOil fuel charges for County	04/02/2018	18.98
Mansfield Oil Co Total				5,587.76
Margaret Denney	Circuit C Juror Pay	GRAND JURY 041618	04/16/2018	30.00
Margaret Denney Total				30.00
Marple, Beth	VictimWit Travel	Reimburse Victim Rights Week event in Richmond	04/09/2018	180.49
Marple, Beth	VictimWit Travel	SART training registration reimbursement	03/30/2018	40.00
Marple, Beth	VictimWit Travel	Reimburse March Crime Solvers meeting expenses	03/14/2018	17.47
Marple, Beth	VictimWit Travel	Reimb exp. for Grant Writing FY19-21 training	03/29/2018	296.20
Marple, Beth	VictimWit Travel Local Mileage	Reimburse March Crime Solvers meeting expenses	03/14/2018	16.37
Marple, Beth Total				550.53
Matsch Systems	IT Purchased Services	Clarke Net Phacs Call Accounti	04/02/2018	200.00
Matsch Systems Total				200.00
Maurice Electrical	JGC Maintenanc Materials & Sup	rm BH 101 Chalmers Ct 4 light ballast and bulbs	04/02/2018	86.71
Maurice Electrical	Maintenanc Materials & Supplie	rm BH 101 Chalmers Ct 4 light ballast and bulbs	04/02/2018	51.59
Maurice Electrical Total				138.30
McDonald, Jerry C	Maintenanc Purchased Services	rm J McDonald ACO & Park grade add gravel	04/20/2018	150.00
McDonald, Jerry C	Maintenanc Purchased Services	rm J McDonald ACO & Park grade add gravel	04/20/2018	2,977.40
McDonald, Jerry C Total				3,127.40
Michael Lowe	Circuit C Juror Pay	GRAND JURY 041618	04/16/2018	30.00
Michael Lowe Total				30.00
Moore Medical Llc	Programs Materials & Supplies	Medical supplies	04/04/2018	58.16
Moore Medical Llc Total				58.16
National Recreation	Programs Dues Subscr & Memb	Dues	04/12/2018	650.00
National Recreation Total				650.00
Nelson, Clifford M	Plan Com Board Member Fees	Attd @ PC April mtgs	04/10/2018	100.00
Nelson, Clifford M Total				100.00
Northern Virginia Da	BoS Dues, Subscrip & Member	Newspaper renewal-5-4-2019	04/06/2018	135.20
Northern Virginia Da Total				135.20
Northwest Virginia R	Drug Task Force Entity Gift	1st Qrt 2018 DGTF Expenses	04/03/2018	2,955.70
Northwest Virginia R Total				2,955.70
Northwestern Communi	NW Community Svc Entity Gift	FY 18 Qtr 4 Civic Contribution	04/04/2018	22,500.00
Northwestern Communi Total				22,500.00
NRADC	Regional Jail Joint Ops	Qtr 4 Clarke Share of Operating Budget	03/01/2018	137,814.75
NRADC Total				137,814.75
NSVSAC	N Shen Vally Sub Abuse Coal Co	FY18 Qtr 4 Civic Contribution	04/02/2018	3,750.00
NSVSAC Total				3,750.00
Office Depot	County Adm Materials &Supplies	Dining Set for Break Room-2nd	04/12/2018	189.99
Office Depot	Com of Rev Materials & Supplie	TN330 Cartridges	03/26/2018	81.24
Office Depot	JAS Inventory -Mtls & Supplies	Supplies for Central Store	04/02/2018	54.67
Office Depot Total				325.90
Ohrstrom, George II	Plan Com Board Member Fees	Attd @ PC April mtgs	04/10/2018	100.00
Ohrstrom, George II Total				100.00
Omnicom Consulting	Radio System Study Pur Svc	Consulting Services for Phase	04/01/2018	7,530.00
Omnicom Consulting Total				7,530.00
Personius, Kristine	Programs Materials & Supplies	Supplies	04/09/2018	7.00
Personius, Kristine Total				7.00

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VENDOR NAME	ACCOUNT DESC	FULL DESC	INVOICE DATE	AMOUNT
Peter B Lacey LLC	Sheriff Purchased Services	Vehicle Repair	03/14/2018	250.00
Peter B Lacey LLC	Rev Rf Insurance Claim Reimb	Vehicle Repair	03/14/2018	1,003.90
Peter B Lacey LLC Total				1,253.90
Piedmont Geotechnica	Plan Adm Engineer & Architect	Review of Electrical Resisitvity Rpt	04/04/2018	240.00
Piedmont Geotechnica	Plan Adm Engineer & Architect	Review of Electrical Resistivity Rpt	04/11/2018	240.00
Piedmont Geotechnica	Plan Adm Engineer & Architect	Review of Electrical Resistivity Rpt	04/11/2018	240.00
Piedmont Geotechnica	Plan Adm Engineer & Architect	Review Electrical Resistivity Rpt	04/20/2018	240.00
Piedmont Geotechnica	Plan Adm Engineer & Architect	Review Elec Resisitvity rpt	03/22/2018	240.00
Piedmont Geotechnica Total				1,200.00
PowerSecure Service	JGC Maintenanc Purchased Servi	Generator PM Service	04/04/2018	476.52
PowerSecure Service	JGC Maintenanc Purchased Servi	Generator-Govt Center Library	04/10/2018	238.26
PowerSecure Service	Maintenanc Purchased Services	Generator PM Service	04/04/2018	700.00
PowerSecure Service	Maintenanc Purchased Services	Generator PM-CCPRD	04/10/2018	460.00
PowerSecure Service	Maintenanc Purchased Services	Generator PM Service	04/04/2018	283.48
PowerSecure Service	Maintenanc Purchased Services	Generator-Govt Center Library	04/10/2018	141.74
PowerSecure Service Total				2,300.00
Premier Accounts Rec	EMS Purchased Services	Premier Accts Rec Mang Billing Invoice March 2018	04/04/2018	1,973.87
Premier Accounts Rec Total				1,973.87
Prime Media	Sheriff E-Tkt Mat'l & Supplies	Thermal Paper	04/13/2018	370.26
Prime Media Total				370.26
Printelect	Electoral Materials & Supplies	Ballot Bin Insert	03/28/2018	60.00
Printelect Total				60.00
Purchase Power	BoS Postal Services	Postage through 3-15-18	04/01/2018	26.97
Purchase Power	County Adm Postal Svcs	Postage through 3-15-18	04/01/2018	14.26
Purchase Power	Com of Rev Postal Svcs	Postage through 3-15-18	04/01/2018	287.76
Purchase Power	Treasurer Postal Svcs	Postage through 3-15-18	04/01/2018	1,620.56
Purchase Power	Electoral Postal Svcs	Postage through 3-15-18	04/01/2018	26.79
Purchase Power	Registrar Postal Svcs	Postage through 3-15-18	04/01/2018	128.53
Purchase Power	Clk of CC Postal Svcs	Postage through 3-15-18	04/01/2018	211.25
Purchase Power	EMS Postal Services	Postage through 3-15-18	04/01/2018	6.77
Purchase Power	Bldg Insp Postal Svcs	Postage through 3-15-18	04/01/2018	9.64
Purchase Power	Parks Adm Postal Svcs	Postage through 3-15-18	04/01/2018	12.29
Purchase Power	Plan Adm Postal Svcs	Postage through 3-15-18	04/01/2018	44.35
Purchase Power	Coop Ext Postal Svcs	Postage through 3-15-18	04/01/2018	31.61
Purchase Power	Finance Postal Svcs	Postage through 3-15-18	04/01/2018	521.23
Purchase Power Total				2,942.01
Rappahannock Electri	JGC Maintenanc Electric	rm REC County Electric Bills	04/04/2018	2,746.73
Rappahannock Electri	Maintenanc Electric	rm REC County Electric Bills	04/04/2018	778.86
Rappahannock Electri	Maintenanc Electric	rm REC County Electric Bills	04/04/2018	2,712.33
Rappahannock Electri	Maintenanc Electric	rm REC County Electric Bills	04/04/2018	830.18
Rappahannock Electri	Maintenanc Electric	rm REC County Electric Bills	04/04/2018	477.76
Rappahannock Electri	Maintenanc Electric	rm REC County Electric Bills	04/04/2018	91.36
Rappahannock Electri	Maintenanc Electric	rm REC County Electric Bills	04/04/2018	2,138.85
Rappahannock Electri	Maintenanc Electric	rm REC County Electric Bills	04/04/2018	291.35
Rappahannock Electri	Maintenanc Electric	rm REC County Electric Bills	04/04/2018	154.27
Rappahannock Electri	Maintenanc Electric	rm REC County Electric Bills	04/04/2018	22.23
Rappahannock Electri	Maintenanc Electric	rm REC County Electric Bills	04/04/2018	45.31
Rappahannock Electri	Maint Kohn Prop-Elec Svcs	rm REC County Electric Bills	04/04/2018	21.00
Rappahannock Electri	Maintenanc Electric	rm REC County Electric Bills	04/04/2018	674.73
Rappahannock Electri	Maintenanc Electric	rm REC County Electric Bills	04/04/2018	210.29
Rappahannock Electri	Maintenanc Electric	rm REC County Electric Bills	04/04/2018	1,634.03
Rappahannock Electri Total				12,829.28
Republic Services	LitterCtrl Purchased Services	Acct 3-0976-0015268 Gov't Dump	03/31/2018	60.00
Republic Services	LitterCtrl Purchased Services	Acct 3-0976-4784245 Litter Bin	03/31/2018	240.00
Republic Services	Maintenanc Maint Contracts	Acct 3-0976-0015268 Gov't Dump	03/31/2018	549.74
Republic Services	JGC Maint Contracts	Acct 3-0976-0015268 Gov't Dump	03/31/2018	98.41
Republic Services	Maintenanc Maint Contracts	Acct 3-0976-0015268 Gov't Dump	03/31/2018	58.55
Republic Services Total				1,006.70
Rhodes, Clesta	Comm Atty Postal Svcs	Reimburse Priority/First class mail postage	03/23/2018	18.12

**Clarke County
Invoice History Report
April 30, 2018**

VENDOR NAME	ACCOUNT DESC	FULL DESC	INVOICE DATE	AMOUNT
Rhodes, Clesta Total				18.12
Ricoh Usa	J&D Court Maint Contracts	Contract 2231815 JDR Ct copier	03/18/2018	126.46
Ricoh Usa	Comm Atty Maint Contracts	Cont#3004805 CommAtty copier S	03/15/2018	95.85
Ricoh Usa	Sheriff Maint Contracts	MPC3004EX Copier Maintenance;	04/01/2018	70.57
Ricoh Usa	AnimalCtrl Maint Svc Contracts	MP402SPF, C91136454 Copier Mai	04/01/2018	6.56
Ricoh Usa	Maintenanc Maint Contracts	Cont#2504773 Joint Maint copie	03/21/2018	18.86
Ricoh Usa	Parks Adm Maint Contracts	Maintenance: M3350B. SN: C4001	03/19/2018	14.09
Ricoh Usa	IT Maint Contracts	Cont#2034988 JAS copier SN 204	03/18/2018	262.91
Ricoh Usa Total				595.30
Riddleberger Bros	JGC Maintenanc Purchased Servi	rm RBI 101 Chalmers replace heating coil Library	03/23/2018	3,617.79
Riddleberger Bros	JGC Maintenanc Purchased Servi	rm RBI 101 Chalmers ct AHU 6 keeps recycling noise	03/29/2018	195.31
Riddleberger Bros	Maintenanc Purchased Services	rm RBI 104 N. Church replace blower motor and comp	04/16/2018	922.93
Riddleberger Bros	Maintenanc Purchased Services	rm RBI 101 Chalmers replace heating coil Library	03/23/2018	2,152.21
Riddleberger Bros	Maintenanc Purchased Services	rm RBI 101 Chalmers ct AHU 6 keeps recycling noise	03/29/2018	116.19
Riddleberger Bros Total				7,004.43
Roseville & Plaza Pe	AnimalCtrl Purchased Services	rm RVet ACO Rabies shots for 5 animals Abby chloe,	04/05/2018	81.25
Roseville & Plaza Pe	AnimalCtrl Purchased Services	rm RVet ACO rabies shots for Handsome and Tommy	04/12/2018	32.50
Roseville & Plaza Pe	AnimalCtrl Purchased Services	rm RVet ACO Rabies Jessie, Luna , Twitch	03/19/2018	51.62
Roseville & Plaza Pe	AnimalCtrl Purchased Services	rm RVet ACO Rabies Maddie , Brooke+ heartworm test	03/19/2018	73.70
Roseville & Plaza Pe	AnimalCtrl Purchased Services	rm RVet ACO Past Invoices rabies for Ziggy	11/16/2017	16.25
Roseville & Plaza Pe	AnimalCtrl Purchased Services	rm RVet ACO Past Invoices rabies for Tybard	11/28/2017	16.25
Roseville & Plaza Pe	AnimalCtrl Purchased Services	rm RVet ACO Past Invoices rabies for Coco	11/28/2017	16.25
Roseville & Plaza Pe	AnimalCtrl Purchased Services	rm RVet ACO Past Invoices exam and meds for Poly	11/30/2017	344.89
Roseville & Plaza Pe	AnimalCtrl Purchased Services	rm RVet ACO Past Invoices rabies for Gracie	12/12/2017	16.25
Roseville & Plaza Pe	AnimalCtrl Purchased Services	rm RVet ACO Past Invoices Exam straycat hot rod,r	12/14/2017	231.64
Roseville & Plaza Pe	AnimalCtrl Purchased Services	rm RVet ACO Past Invoices rabies for Fred	12/19/2017	16.25
Roseville & Plaza Pe	AnimalCtrl Purchased Services	rm RVet ACO Past Invoices rabies for Calypso	12/22/2017	16.25
Roseville & Plaza Pe	AnimalCtrl Purchased Services	rm RVet ACO rabies Roosevelt	12/28/2017	16.25
Roseville & Plaza Pe	AnimalCtrl Purchased Services	rm RVet ACO Rabies Cuddles, Smokey, Rocky the cat	12/28/2017	48.75
Roseville & Plaza Pe	AnimalCtrl Purchased Services	rm RVet ACO Rabies Brindle	02/02/2018	16.60
Roseville & Plaza Pe	AnimalCtrl Purchased Services	rm RVet ACO Rabies Chewy	02/02/2018	16.60
Roseville & Plaza Pe	AnimalCtrl Purchased Services	rm RVet ACO Rabies Daisy	02/02/2018	16.60
Roseville & Plaza Pe	AnimalCtrl Purchased Services	rm RVet ACO Rabies Meeko	02/02/2018	16.60
Roseville & Plaza Pe	AnimalCtrl Purchased Services	rm RVet ACO Rabies Patches	02/02/2018	16.60
Roseville & Plaza Pe	AnimalCtrl Purchased Services	rm RVet ACO Rabies Little Lucy	02/02/2018	16.25
Roseville & Plaza Pe Total				1,077.35
Schenck Foods Compan	Programs Materials & Supplies	Afterschool Food	04/03/2018	122.59
Schenck Foods Compan Total				122.59
Secure Shred	Sheriff Purchased Services	Shredding Service	04/02/2018	25.00
Secure Shred Total				25.00
Shannon-Baum Signs I	Maintenanc Materials & Supplie	rm SBAum Road Sign Berrys Ferry , Lord Fairfax	03/12/2018	144.00
Shannon-Baum Signs I Total				144.00
Shentel	IT Telecomm Online Tech	Government Shentel Dark Fiber	04/01/2018	1,980.00
Shentel	IT Leases & Rentals	Government Shentel Dark Fiber	04/01/2018	690.00
Shentel Total				2,670.00
Shred-It	Com of Rev Purchased Services	shredding service	04/18/2018	70.77
Shred-It	Treasurer Purchased Services	shred services	03/22/2018	23.59
Shred-It Total				94.36
Stieg, Bob	HstPrvCom Board Member Fees	Attd @ HPC 4-3-18 mtg	04/09/2018	25.00
Stieg, Bob Total				25.00
Supply Room, The	District C Materials & Supplie	Pens	04/17/2018	73.05
Supply Room, The	J&D Court Materials & Supplies	Cleaner/wipes/disinfectant/tissues	04/03/2018	54.41
Supply Room, The	JAS Inventory -Mtls & Supplies	Supplies for Central Store	04/09/2018	84.86
Supply Room, The	JAS Inventory -Mtls & Supplies	Credit for Invoice 3280344-0	04/18/2018	-84.86
Supply Room, The	JAS Inventory -Mtls & Supplies	Supplies for Central Store	03/15/2018	305.60
Supply Room, The Total				433.06
Swank Motion Picture	Programs Purchased Services	Contracted Employee	03/05/2018	1,294.00
Swank Motion Picture Total				1,294.00
Teetor, Alison	Plan Adm Local Mileage	Mileage conference Waynesboro, PA	03/27/2018	73.03

**Clarke County
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VENDOR NAME	ACCOUNT DESC	FULL DESC	INVOICE DATE	AMOUNT
Tector, Alison Total				73.03
Tire World	Sheriff Vehicle Repair Parts	Tires - 1304	04/19/2018	265.68
Tire World Total				265.68
TJ Distributors Inc	Maintenanc Purchased Services	rm TJ Dist RecCenter replace parts on BB Backstop	03/20/2018	2,675.00
TJ Distributors Inc Total				2,675.00
Todd Carlisle	Circuit C Juror Pay	GRAND JURY 041618	04/16/2018	30.00
Todd Carlisle Total				30.00
Tom Friend	Programs Refunds	Refund	04/05/2018	31.00
Tom Friend Total				31.00
Touch of Glass	County Adm Printing & Binding	A Touch of Glass Etching Awards	04/20/2018	210.00
Touch of Glass Total				210.00
Town of Berryville	JGC Maintenanc Water & Sewer	rm TOB Water & Sewer 101 Chalmers Ct	03/28/2018	111.48
Town of Berryville	Maintenanc Water & Sewer	rm TOB Water & Sewer 100 N. Church	03/28/2018	381.00
Town of Berryville	Maintenanc Water & Sewer	rm TOB Water & Sewer 104 N. Church st	03/28/2018	50.80
Town of Berryville	Maintenanc Water & Sewer	rm TOB Water & Sewer Rec Center	03/28/2018	136.00
Town of Berryville	Maintenanc Water & Sewer	rm TOB Water & Sewer little league park grounds	03/28/2018	15.00
Town of Berryville	Maintenanc Water & Sewer	rm TOB Water & Sewer park grounds	03/28/2018	218.40
Town of Berryville	Maintenanc Water & Sewer	rm TOB Water & Sewer Pool	03/28/2018	20.00
Town of Berryville	Maintenanc Water & Sewer	rm TOB Water & Sewer 313 E. Main	03/28/2018	25.40
Town of Berryville	Maintenanc Water & Sewer	rm TOB Water & Sewer 311 E. Main	03/28/2018	50.80
Town of Berryville	Maintenanc Water & Sewer	rm TOB Water & Sewer 129 Ramsburg Ln	03/28/2018	59.50
Town of Berryville	Maintenanc Water & Sewer	rm TOB Water & Sewer 101 Chalmers Ct	03/28/2018	66.32
Town of Berryville Total				1,134.70
Treasurer Of Virgini	Exam&Bury Purchased Services	medical exam 04/09/18	04/09/2018	20.00
Treasurer Of Virgini	Refunds	Asset Forefeiture-return of unspent Treasury funds	03/14/2018	5,412.72
Treasurer Of Virgini Total				5,432.72
University Of Virgin	Treasurer Travel	TAV Spring District Meeting - S Keeler	03/27/2018	80.00
University Of Virgin	Treasurer Travel	TAV Spring District Meeting - L Collins	03/27/2018	80.00
University Of Virgin Total				160.00
US Geological Survey	Water Qual Purchased Services	Continued Appraisal of the N.	04/11/2018	7,500.00
US Geological Survey Total				7,500.00
US Postmaster	Comm Atty Postal Svcs	Purchase Postage stamps	04/04/2018	250.00
US Postmaster Total				250.00
USDA Rural Develop	RDA JGC Principal	Apr 2018 Debt Svc Pymt-Joint Gov Center	04/16/2018	6,882.97
USDA Rural Develop	RDA JGC Interest	Apr 2018 Debt Svc Pymt-Joint Gov Center	04/16/2018	14,092.03
USDA Rural Develop Total				20,975.00
Valley Doors Unlimit	Maintenanc Materials & Supplie	rm VDoors Hand Held Programmer for CO Locks	04/05/2018	589.00
Valley Doors Unlimit	Maintenanc Materials & Supplie	rm Valley Doors 100 N. Church DL5300 lock	03/22/2018	967.21
Valley Doors Unlimit	Maintenanc Purchased Services	rm Valley Doors Rec C replace exiting door closer	03/29/2018	1,557.06
Valley Doors Unlimit Total				3,113.27
Valley Health	EMS Materials & Supplies	WMC EMS Supply Invoice March 2018	04/03/2018	384.04
Valley Health Total				384.04
Verizon	County Adm Telephone	phone bill	03/26/2018	12.00
Verizon	Com of Rev Telephone	phone bill	03/26/2018	8.00
Verizon	Treasurer Telephone	phone bill	03/26/2018	4.00
Verizon	IT Telephone	phone bill	03/26/2018	208.60
Verizon	Registrar Telephone	phone bill	03/26/2018	4.00
Verizon	District C Telephone	phone bill	03/26/2018	53.39
Verizon	J&D Court Telephone	phone bill	03/26/2018	52.96
Verizon	Clk of CC Telephone	phone bill	03/26/2018	85.31
Verizon	Comm Atty Telephone	phone bill	03/26/2018	16.00
Verizon	Sheriff Telephone	Central Alarm	04/02/2018	1,014.25
Verizon	Sheriff Telephone	Verizon Radio Tower	04/02/2018	43.45
Verizon	Sheriff Telephone	phone bill	03/26/2018	239.68
Verizon	EMS Telephone	phone bill	03/26/2018	45.11
Verizon	Probation Telephone	phone bill	03/26/2018	4.00
Verizon	Bldg Insp Telephone	phone bill	03/26/2018	8.00
Verizon	AnimalCtrl Telephone	phone bill	03/26/2018	40.96
Verizon	Maintenanc Telephone	phone bill	03/26/2018	40.96

**Clarke County
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VENDOR NAME	ACCOUNT DESC	FULL DESC	INVOICE DATE	AMOUNT
Verizon	Parks Adm Telephone	phone bill	03/26/2018	65.25
Verizon	Plan Adm Telephone	phone bill	03/26/2018	20.00
Verizon	Coop Ext Telephone	phone bill	03/26/2018	4.00
Verizon	Finance Telephone	phone bill	03/26/2018	113.92
Verizon Total				2,083.84
VGFOA	Finance Dues Subscr & Memb	Full membership 04/06-12/31	04/09/2018	45.00
VGFOA Total				45.00
Virginia Playground	New Park Shelter-Construction	Shelter for CCPRD (rollover concrete footings)	03/14/2018	4,000.00
Virginia Playground Total				4,000.00
Virginia's United La	Cnsrv Esmt Donation- Purch Svc	Sponsor/exhibitor CEA	03/22/2018	250.00
Virginia's United La Total				250.00
VITA	BoS Telephone	Phone October 2017 charges	01/17/2018	0.93
VITA	BoS Telephone	March Services	04/10/2018	1.67
VITA	County Adm Telephone	Phone October 2017 charges	01/17/2018	3.93
VITA	County Adm Telephone	March Services	04/10/2018	0.68
VITA	Com of Rev Telephone	Phone October 2017 charges	01/17/2018	2.50
VITA	Com of Rev Telephone	March Services	04/10/2018	4.93
VITA	Treasurer Telephone	Phone charges	04/03/2018	6.11
VITA	Treasurer Telephone	Phone October 2017 charges	01/17/2018	5.29
VITA	Treasurer Telephone	March Services	04/10/2018	3.67
VITA	IT Telephone	Phone October 2017 charges	01/17/2018	674.90
VITA	IT Telephone	March Services	04/10/2018	664.52
VITA	Registrar Telephone	Phone October 2017 charges	01/17/2018	6.73
VITA	Registrar Telephone	March Services	04/10/2018	13.23
VITA	District C Telephone	Phone October 2017 charges	01/17/2018	109.06
VITA	District C Telephone	March Services	04/10/2018	113.70
VITA	J&D Court Telephone	Phone October 2017 charges	01/17/2018	3.99
VITA	J&D Court Telephone	March Services	04/10/2018	2.29
VITA	Clk of CC Telephone	Phone October 2017 charges	01/17/2018	1.65
VITA	Clk of CC Telephone	March Services	04/10/2018	2.69
VITA	Comm Atty Telephone	Phone October 2017 charges	01/17/2018	10.95
VITA	Comm Atty Telephone	March Services	04/10/2018	9.64
VITA	Sheriff Telephone	Phone October 2017 charges	01/17/2018	843.89
VITA	Sheriff Telephone	March Services	04/10/2018	852.99
VITA	EMS Telephone	March Services	04/10/2018	0.22
VITA	Bldg Insp Telephone	Phone October 2017 charges	01/17/2018	4.09
VITA	Bldg Insp Telephone	March Services	04/10/2018	6.80
VITA	AnimalCtrl Telephone	Phone October 2017 charges	01/17/2018	1.48
VITA	AnimalCtrl Telephone	March Services	04/10/2018	2.58
VITA	Maintenanc Telephone	Phone October 2017 charges	01/17/2018	1.29
VITA	Maintenanc Telephone	March Services	04/10/2018	2.08
VITA	Parks Adm Telephone	Phone October 2017 charges	01/17/2018	18.12
VITA	Parks Adm Telephone	March Services	04/10/2018	17.01
VITA	Plan Adm Telephone	Phone October 2017 charges	01/17/2018	7.82
VITA	Plan Adm Telephone	March Services	04/10/2018	8.40
VITA	Coop Ext Telephone	Phone October 2017 charges	01/17/2018	6.61
VITA	Coop Ext Telephone	March Services	04/10/2018	5.92
VITA	Finance Telephone	Phone October 2017 charges	01/17/2018	2.62
VITA	Finance Telephone	March Services	04/10/2018	2.06
VITA	Maintenanc Telephone	Phone October 2017 charges	01/17/2018	395.49
VITA	Maintenanc Telephone	March Services	04/10/2018	398.10
VITA Total				4,220.63
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	04/02/2018	984.81
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	04/03/2018	30.00
Wage Works	Finance Flex Reimbursement Py	Daily flex settlment	04/04/2018	238.00
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	04/05/2018	515.02
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	04/06/2018	25.00
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	04/09/2018	3,453.50
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	04/10/2018	196.72

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VENDOR NAME	ACCOUNT DESC	FULL DESC	INVOICE DATE	AMOUNT
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	04/11/2018	62.63
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	04/12/2018	211.13
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	04/13/2018	942.00
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	04/16/2018	162.74
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	04/17/2018	294.30
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	04/18/2018	709.40
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	04/19/2018	51.29
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	04/20/2018	625.00
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	04/23/2018	483.44
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	04/24/2018	701.99
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	04/25/2018	305.93
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	04/26/2018	1,062.28
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	04/27/2018	578.45
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	04/30/2018	21.34
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	03/26/2018	160.94
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	03/28/2018	70.00
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	03/09/2018	69.27
Wage Works	Finance Flex Reimbursement Py	Daily flex settlement	03/30/2018	60.00
Wage Works	Finance Purchased Services	Monthly admin & compliance fee	04/24/2018	569.75
Wage Works	Finance Purchased Services	March Admin & Compliance Fees	03/23/2018	459.50
Wage Works Total				13,044.43
Walmart	Rec Center Materials & Supplie	Supplies	03/09/2018	72.57
Walmart	Rec Center Merch for Resale	Supplies	03/09/2018	59.36
Walmart	Programs Materials & Supplies	Supplies	03/09/2018	232.37
Walmart Total				364.30
Washington Gas	JGC Maintenanc Heating	101 Chalmers ct 03/16-04/13	04/17/2018	338.66
Washington Gas	Maintenanc Heating	100 N Church 03/16-04/13	04/17/2018	123.14
Washington Gas	Maintenanc Heating	100 N church st 02/14-03/15	03/19/2018	147.61
Washington Gas	Maintenanc Heating	104 N Church 03/16-04/13	04/17/2018	397.32
Washington Gas	Maintenanc Heating	104 N Church 02/14-03/15	03/19/2018	478.39
Washington Gas	Maintenanc Heating	225 Al Smith Cir 03/17-04/16	04/18/2018	435.38
Washington Gas	Maintenanc Heating	225 Al Smith Circle 02/15-03/16	03/20/2018	498.52
Washington Gas	Maintenanc Heating	101 Chalmers ct 03/16-04/13	04/17/2018	201.47
Washington Gas Total				2,620.49
Winchester Equipment	Maintenanc Materials & Supplie	rm BH Winchester Equip late charge gators tractor	02/28/2018	22.59
Winchester Equipment Total				22.59
Winchester Printers	Cnsrv Esmt Donation- Postal	CEA winter 2018 newsletter	03/27/2018	192.68
Winchester Printers	Cnsrv Esmt Donation- Mat & Sup	CEA winter 2018 newsletter	03/27/2018	894.68
Winchester Printers Total				1,087.36
Winchester Regional	Regional Airport Auth Contr	FY 18 Qtr 4 Civic Contribution	04/02/2018	625.00
Winchester Regional Total				625.00
Winchester Star	BoS Advertising	brt PH18-02 CC-2018-02 Legal Notice Millwood Prop	03/31/2018	453.30
Winchester Star	BoS Advertising	brt Winc Star Ad PH18-03 Budget PH18-04 Tax Rates	03/31/2018	1,864.05
Winchester Star	BoS Dues, Subscrip & Member	renewal for 5-2019	04/19/2018	125.00
Winchester Star	HstPrvCom Advertising	BSA & HPC public hearing ads	04/04/2018	314.60
Winchester Star	BrdSepApp Advertising	BSA Public Hearing Ad	04/04/2018	185.90
Winchester Star	BrdSepApp Advertising	BSA & HPC public hearing ads	04/04/2018	185.90
Winchester Star Total				3,128.75
Grand Total				656,766.83

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

24-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 Rldge Hospice Donaton		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						
5/15/2018 Primary School Surplus							186,160	-186,160					
Revised Appropriation	42,254,060	10,236,967	1,651,733	478,689	22,535,741	832,408	1,176,754	1,338,093	251,700	2,972,014	619,461	147,500	13,000
Change to Appropriation	928,539	62,781	38,000	0	0	0	229,165	496,093	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	1,022,953	1,184,093	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	223,156	496,093	0	0	0	0	0

Italics = Proposed actions

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

04/24/18

<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

Designations

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	(928,539)	(928,539)
FY 17/18 Supplemental Revenue	114,764	114,764
Undesignated With FY 18 Supplementals	507,875	507,875



04/30/2018 11:01
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Clarke County
YEAR-TO-DATE BUDGET REPORT

P 1
glytddb

FOR 2018 10

	ORIGINAL APPROP	TRNFRS/ ADJSTMTS	REVISED BUDGET	YTD EXPENDED	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
301 General Govt Capital Proj Fund							
94110 HVAC System Replacement	10,000	18,500	28,500	.00	14,390.65	14,109.35	50.5%
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	13,401.00	-401.00	102.4%
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 RSAF-EMS Intubation Equip	0	27,241	27,241	20,890.51	3,618.20	2,732.29	90.0%
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	72,006.75	39,991.20	716,777.05	13.5%
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	5,293.08	79,338.79	43.8%
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	7,530.00	17,570.00	396,475.00	6.0%
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	86,809.55	.00	5,982.45	93.6%
94609 RSAF 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	61,398.94	2,503.06	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 Development	0	20,000	20,000	.00	20,000.00	.00	100.0%
94709 New Park Shelter	0	61,964	61,964	4,000.00	19,770.00	38,194.00	38.4%
94710 Park Trash Cans	0	14,431	14,431	.00	.00	14,431.00	.0%
TOTAL General Govt Capital Proj Fund	947,589	1,497,964	2,445,553	560,660.53	178,946.85	1,705,945.62	30.2%
GRAND TOTAL	947,589	1,497,964	2,445,553	560,660.53	178,946.85	1,705,945.62	30.2%

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

**Clarke County
YTD Budget Report
April 30, 2018**

FUNCTION	ORG	OBJ	PROJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	% USED
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
12410	10000070	3000		Treasurer Purchased Services	300	300	560.90	0.00	0.00	-260.90	187.00
12410	10000070	3180		Treasurer Credit Card Fees	10,000	10,000	8,857.23	0.00	0.00	1,142.77	88.60
12410	10000070	3190		Treasurer DMV Stop	3,000	3,000	4,305.00	1,000.00	0.00	-1,305.00	143.50
12410	10000070	3320		Treasurer Maint Contracts	300	300	171.16	0.00	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	0.00	0.00	133.01	73.40
12410	10000070	5210		Treasurer Postal Svcs	23,000	23,000	19,323.68	9,973.36	0.00	3,676.32	84.00
12410	10000070	5230		Treasurer Telephone	1,600	1,600	1,393.24	0.00	0.00	206.76	87.10
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	160.00	160.00	0.00	1,340.00	10.70
12410	10000070	5510		Treasurer Local Mileage	300	300	71.94	71.94	0.00	228.06	24.00
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	0.00	73.80	619.47	86.20
12410	10000070	6035		Treasurer Noncap Office Equip	0	575	0.00	0.00	575.00	0.00	100.00
12410 Total	Treasurer				283,229	283,804	236,396.78	27,176.26	33,072.50	14,334.72	94.95
12510	10000080	1100		IT Salaries	145,576	145,576	121,313.30	12,131.33	24,262.66	0.04	100.00
12510	10000080	2100		IT FICA	11,091	11,091	9,282.70	928.27	1,848.40	-40.10	100.40
12510	10000080	2210		IT VRS Plans 1&2	7,113	7,113	5,929.90	592.99	1,185.98	-2.88	100.00
12510	10000080	2220		IT VRS Hybrid	4,938	4,938	4,369.60	436.96	822.45	-254.05	105.10
12510	10000080	2300		IT Health Ins	13,672	13,672	11,393.20	1,139.32	2,432.52	-153.72	101.10
12510	10000080	2400		IT Life Insurance	1,908	1,908	1,589.20	158.92	317.84	0.96	99.90
12510	10000080	2510		IT Disab Ins - Hybrid	365	365	303.70	30.37	60.73	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	4,912.00	0.00	250.00	7,864.00	39.60
12510	10000080	3320		IT Maint Contracts	36,400	36,400	33,507.18	0.00	1,711.51	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	8,424.08	0.00	243.92	5,232.00	62.40
12510	10000080	5240		IT Telecomm Online Tech	10,380	10,380	11,353.22	0.00	5,940.00	-6,913.22	166.60
12510	10000080	5400		IT Leases & Rentals	23,760	23,760	19,020.00	0.00	2,940.00	1,800.00	92.40
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	775.26	68.94	0.00	1,224.74	38.80
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	237,140.86	15,487.10	42,040.00	17,698.14	94.04
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	0.00	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	309.90	26.79	0.00	440.10	41.30
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	180.00	-180.00	0.00	20.00	90.00
13100	10000090	6000		Electoral Materials & Supplies	1,700	1,700	644.43	39.54	6.99	1,048.58	38.30
13100 Total	Electoral Board and Officials				44,003	44,003	21,599.95	-113.67	2,202.62	20,200.43	54.09
13200	10000100	1100		Registrar Salaries	52,831	52,831	44,025.80	4,402.58	8,805.16	0.04	100.00
13200	10000100	1300		Registrar Part Time Salaries	9,017	9,017	7,115.45	491.50	0.00	1,901.55	78.90
13200	10000100	2100		Registrar FICA	4,732	4,732	3,939.53	377.13	673.59	118.88	97.50
13200	10000100	2210		Registrar VRS Plans 1&2	4,485	4,485	3,737.80	373.78	747.56	-0.36	100.00
13200	10000100	2400		Registrar Life Insurance	692	692	576.70	57.67	115.35	-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	275.00	99.00	0.00	1,125.00	19.60
13200	10000100	3320		Registrar Maint Contracts	200	200	511.49	0.00	38.51	-350.00	275.00
13200	10000100	5210		Registrar Postal Svcs	750	750	734.84	128.53	0.00	15.16	98.00
13200	10000100	5230		Registrar Telephone	1,000	1,000	649.44	0.00	187.37	163.19	83.70
13200	10000100	5500		Registrar Travel	1,500	1,500	1,203.53	0.00	0.00	296.47	80.20
13200	10000100	5510		Registrar Local Mileage	650	650	516.07	0.00	0.00	133.93	79.40
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	460.17	19.75	397.30	142.53	85.70
13200 Total	Registrar				78,482	78,482	63,934.82	5,949.94	10,964.84	3,582.34	95.44

**Clarke County
YTD Budget Report
April 30, 2018**

FUNCTION	ORG	OBJ	PROJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	% USED
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	31.61	31.61	0.00	68.39	31.60
83100	10000710	5230		Coop Ext Telephone	200	200	98.98	0.00	0.00	101.02	49.50
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
83100 Total	Cooperative Extension	Program			43,712	43,712	14,450.74	31.61	0.00	29,261.26	33.06
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	19,925	0.00	0.00	0.00	19,925.00	0.00
91600	10000730	8000		Reserve Capital Outlay	15,000	0	0.00	0.00	0.00	0.00	0.00
91600 Total	Contingency Reserves				112,000	35,609	0.00	0.00	0.00	35,609.00	0.00
Grand Total					10,174,186	10,236,967	8,042,763.40	863,783.69	1,036,328.14	1,157,875.46	88.69

Government Projects Update

Miscellaneous Items

Board of Supervisors
Summary of Required Actions Status Report

<i>Meeting/Letter Date</i>	<i>Item</i>	<i>Description</i>	<i>Responsibility</i>	<i>Status</i>	<i>Date Complete</i>
1/16/2018	2146	Update 2018 Priorities & Positions.	David Ash	In process	2/20/2018
4/17/2018	2166	Process Resolutions 2018-03R, 2018-04R, 208-05R	Lora B. Walburn	Complete	4/23/2018
4/17/2018	2167	Process approved minutes.	Lora B. Walburn	Complete	4/23/2018
4/17/2018	2168	Process SSYP hearing notice and coordinate with VDOT.	Lora B. Walburn	Complete	4/23/2018
4/17/2018	2169	Compile notice of appointment and update database.	Lora B. Walburn	Complete	4/17/2018
4/17/2018	2170	Execute notice of appointment.	David Weiss	Complete	4/17/2018

Clarke County Board of Supervisors

Board Member Committee Status Reports

Supervisor Byrd:

- Board of Social Services
- Clarke County Humane Foundation
- Community Policy and Management Team
- Conservation Easement Authority
- Northwest Regional Adult Drug Treatment Court Advisory Committee
- Northwestern Regional Jail Authority
- Northwestern Regional Juvenile Detention Center Commission
- Towns and Villages: Berryville
- World War I and II Committee

Supervisor Catlett:

- Career and Technical Education Advisory Committee
- Clarke County Historic Preservation Commission
- Clarke County School Board
- Parks & Recreation Advisory Board
- Strategic Planning Committee
- Towns and Villages: Millwood

Supervisor Daniel:

- Broadband Implementation Committee
- Clarke County Library Advisory Council
- Clarke County Planning Commission
- Clarke County Sheriff's Office
- Josephine School Community Museum Board
- Legislative Liaison and High Growth Coalition

Supervisor McKay:

- Agricultural & Forestal District Advisory Committee
- BCCGC Joint Building Committee
- Board of Septic & Well Appeals
- Broadband Implementation Committee
- Building and Grounds
- Clarke County Sanitary Authority
- Economic Development Advisory Committee
- Housing and Community Services Board
- Northern Shenandoah Valley Regional Commission
- Towns and Villages: Boyce
- Towns and Villages: White Post

Supervisor Weiss:

- Clarke County Industrial Development Authority
- Fire & EMS Commission
- Joint Administrative Services Board
- Towns and Villages: Pine Grove
- Berryville/Clarke County Joint Committee for Economic Development and Tourism

Clarke County Board of Supervisors

Citizen Comment Period

Public Hearing Notices

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 (callto:1-800-367-7623). Any person who wishes to speak on this item is invited to attend the hearing.

David L. Ash - County Administrator

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
Secondary Unpaved Roads	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TeleFee	\$32,988	\$32,988	\$32,988	\$32,988	\$32,988	\$32,988	\$197,928
Residue Parcels	\$0	\$0	\$0	\$0	\$0	\$0	\$0
STP Converted from IM	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal STP - Bond Match	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Formula STP	\$0	\$0	\$0	\$0	\$0	\$0	\$0
MG Formula	\$0	\$0	\$0	\$0	\$0	\$0	\$0
BR Formula	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other State Match	\$0	\$0	\$0	\$0	\$0	\$0	\$0
State Funds	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Federal STP	\$0	\$0	\$0	\$0	\$0	\$0	\$0
District Grant - Unpaved	\$0	\$0	\$136,278	\$56,114	\$50,013	\$0	\$242,405
Total	\$133,977	\$130,046	\$169,266	\$89,102	\$83,001	\$32,988	\$638,380

Board Approval Date:

Residency Administrator

Date

County Administrator

Date

District: Staunton
 County: Clarke County
 Board Approval Date:

SECONDARY SYSTEM CONSTRUCTION PROGRAM (in dollars)

2019-20 through 2023-24

Route PPMS ID Accomplishment Type of Funds Type of Project Priority #	Road Name Project # Description FROM TO Length	Estimated Cost Ad Date	Previous Funding SSYP Funding Other Funding Total	Additional Funding Required	PROJECTED FISCAL YEAR ALLOCATIONS						Balance to complete	Traffic Count Scope of Work FHWA # Comments	
					2018-19	2019-20	2020-21	2021-22	2022-23	2023-24			
Rt.0621 106051 STATE FORCES/HIRED EQUIPMENT Migration 0004.06	Lockes Mill Road 0621021730 Lockes Mill Road - Secondary Unpaved Road Project 2.09 MI E Rt. 608 (Parshall Rd) 1.09 MI E Rt. 608 (Parshall Rd) 1.5	PE \$5,000 RW \$0 CON \$332,500 Total \$337,500 4/29/2022	\$68,745 \$0 \$68,745	\$268,755	\$100,989	\$23,963	\$0	\$0	\$0	\$0	\$0	\$143,803	120 Reconstruction w/o Added Capacity 17004
Rt.0652 -20260 STATE FORCES/HIRED EQUIPMENT State forces/Hired equip CN Only 0004.07	Janeville Road 0652021739 Janeville Road - Rural Rustic Rt. 657 - Senseny Road Rt. 633 - Annfield Road 1.4	PE \$0 RW \$0 CON \$315,500 Total \$315,500 12/30/2024	\$0 \$0 \$0	\$315,500	\$0	\$73,095	\$136,278	\$56,114	\$50,013	\$0	\$0	\$0	170 Reconstruction w/o Added Capacity 17004
Rt.4005 100204 NOT APPLICABLE S 9999.99	1204005 COUNTYWIDE ENGINEERING & SURVEY VARIOUS LOCATIONS IN COUNTY VARIOUS LOCATIONS IN COUNTY	PE \$0 RW \$0 CON \$413,759 Total \$413,759 3/1/2011	\$249,464 \$0 \$249,464	\$164,295	\$32,988	\$32,988	\$32,988	\$32,988	\$32,988	\$32,988	\$32,988	(\$33,633)	0 Preliminary Engineering 17015 MINOR SURVEY & PRELIMINARY ENGINEERING FOR BUDGET ITEMS AND INCIDENTAL TYPE WORK.

Adjournment

Clarke County Board of Supervisors

Reports:

1. Building Department
2. Commissioner of the Revenue
3. Economic Development: Minutes April 26, 2018, Industrial Development Authority Board of Directors Quarterly Meeting Minutes
4. Fire & EMS
5. Handley Regional Library
6. Virginia Transit
7. 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	1	1	1	1	6	
April				2	1		3	
May								
June								
July								
August								
September								
October								
November								
December								
TOTAL							14	

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Clarke County
INSPECTION REPORT

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Building Inspections

INSPECTIONS PERFORMED: 04/01/18 to 04/30/18

INSPECTION	DATE	BY	RSLT	PROJECT	CITY	AREA	LOCATION	OWNER	INSP ID	T
Gas Line Pressure Te	04/02/18	BT	P	Gas Per-R	BVL	LNGM	1835 RUSSELL RD	STONERIDGE INVESTMENTS	5708	A
Gas Tank	04/02/18	BT	P	Gas Per-R	BVL	LNGM	1835 RUSSELL RD	STONERIDGE INVESTMENTS	5795	A
Gas Line	04/02/18	BT	P	Gas Per-R	BVL	LNGM	1835 RUSSELL RD	STONERIDGE INVESTMENTS	5796	A
Final Closing Mechan	04/02/18	BT	P	Garage	CLK	BLTN	79 HAWTHORNE LN	JAMES A. COLVILLE	5793	A
PreDemolition Inspec	04/02/18	BT	F	Demolition	BVL	LNGM	1083 WADESVILLE RD	SOLORIO GUADALUPE & ARS	5794	A
Electric Service	04/03/18	BT	P	ELEC RES	BVL	BVL	104 ISAAC CT	TROXELL EUGENE & LUCY	5431	A
Final Closing Buildi	04/03/18	BT	P	NRSF	BVL	LNGM	315 POPE LN	POPE, JASON	5805	A
Gas Line Pressure Te	04/03/18	BT	P	NRSF	CLK	BLTN	235 ASHLEY WOODS LN	LUCERNONI WAYNE A & MAR	5814	A
Plumbing Rough In	04/04/18	BT	P	Rmdl Res	BVL	BVL	795 MCGUIRE CIR	RUSSELL S. BROWN	5818	A
Framing	04/04/18	BT	P	Rmdl Res	BYC	GNWY	12470 LORD FAIRFAX HWY	LEVI ROBIN E	5824	A
Electrical Rough In	04/04/18	BT	P	Rmdl Res	BYC	GNWY	12470 LORD FAIRFAX HWY	LEVI ROBIN E	5827	A
Plumbing Rough In	04/04/18	BT	P	Rmdl Res	BYC	GNWY	12470 LORD FAIRFAX HWY	LEVI ROBIN E	5828	A
PreDemolition Inspec	04/04/18	BT	P	Demolition	BVL	LNGM	1083 WADESVILLE RD	SOLORIO GUADALUPE & ARS	5829	A
Footings	04/04/18	BT	P	NRSF		BLTN	160 RETREAT RD	MURDICK, ROBERT A	5137	A
Final Closing Plumbi	04/05/18	BT	P	Plum.Per-C	BYC		118 EAST MAIN ST	STELLA COMPANY LLC	5843	A
Sewer Line	04/05/18	BT	P	Plum.Per-C	BYC		118 EAST MAIN ST	STELLA COMPANY LLC	5844	A
Hydro Test	04/05/18	BT	P	Nw Commrc1	BVL	BVL	450 MOSBY BLVD	BERRYVILLE HEALTH INVES	5841	A
Insulation	04/05/18	BT	P	Garage	CLK	CHPL	105 GRIGSBY LN	NEWCOMBE KERRY & JEFFRE	5804	A
Final Closing Buildi	04/06/18	BT	P	Rmdl Comm	CLK	BLTN	120 COOL SPRING LN	COMMUNITY OF CISTERCIAN	4908	A
Final Closing Electr	04/06/18	BT	P	Rmdl Comm	CLK	BLTN	120 COOL SPRING LN	COMMUNITY OF CISTERCIAN	5849	A
Final Closing Plumbi	04/06/18	BT	P	Rmdl Comm	CLK	BLTN	120 COOL SPRING LN	COMMUNITY OF CISTERCIAN	5850	A
Final Closing Buildi	04/06/18	BT	P	Rmdl Res	BVL	BVL	412 MONTGOMERY CT	TAYLOR CARRIE A	5545	A
Final Closing Electr	04/06/18	BT	P	Rmdl Res	BVL	BVL	412 MONTGOMERY CT	TAYLOR CARRIE A	5696	A
Final Closing Electr	04/09/18	BT	P	NRSF	CLK	BLTN	235 ASHLEY WOODS LN	LUCERNONI WAYNE A & MAR	3285	A
Final Closing Buildi	04/09/18	BT	P	NRSF	CLK	BLTN	235 ASHLEY WOODS LN	LUCERNONI WAYNE A & MAR	3291	A
Electrical Rough In	04/09/18	BT	P	ELEC RES	BLMT	BLTN	32651 MOUNT WEATHER RD	COULSON URSULA E M	5682	A
Final Closing Electr	04/09/18	BT	P	ELEC RES	BLMT	BLTN	32651 MOUNT WEATHER RD	COULSON URSULA E M	5684	A
Footings	04/09/18	BT	P	Rmdl Res	BVL	BLTN	67 NORTH HILL LN	TIMOTHY K. LINDSEY	5851	A
Final Closing Buildi	04/09/18	BT	P	Deck/Porch	CLK	LNGM	739 PIERCE RD	GALLAGHER JAMES	4522	A
Final Closing Electr	04/10/18	BT	P	Garage	CLK	BLTN	182 AUBURN RD	VANNESS GARY W & NANCI	849	A
Final Closing Buildi	04/10/18	BT	P	Garage	CLK	BLTN	182 AUBURN RD	VANNESS GARY W & NANCI	850	A
Slab Basement	04/10/18	BT	P	NRSF		BLTN	3101 CASTLEMAN RD	CALDWELL, JAMES	5892	A
Slab	04/10/18	BT	P	NRSF		BLTN	3101 CASTLEMAN RD	CALDWELL, JAMES	5893	A
Gas Line Pressure Te	04/11/18	BT	P	NRSF		BVL	BLTN 108 HAMPTON LN	CATLETT KEN	5904	A
Plumbing Rough In	04/11/18	BT	P	NRSF		BVL	BLTN 108 HAMPTON LN	CATLETT KEN	2472	A
Footings	04/11/18	BT	P	Deck/Porch	BVL	BVL	5 WEST MAIN ST	MOLER JAMES D TRUSTS &	5485	A
Framing	04/11/18	BT	P	Garage	CLK	BLTN	79 HAWTHORNE LN	JAMES A. COLVILLE	4575	A
Plumbing Groundworks	04/11/18	BT	P	NRSF		GNWY	558 MANOR RD	LICKING VALLEY CONSTRUC	5630	A
Backfill	04/11/18	BT	P	NRSF			558 MANOR RD	LICKING VALLEY CONSTRUC	5891	A
Slab Basement	04/11/18	BT	P	NRSF			236 TILTHAMMER MILL RD	CAPITAL BUILDERS LLC	5886	A
Draintile	04/11/18	BT	P	NRSF			236 TILTHAMMER MILL RD	CAPITAL BUILDERS LLC	5887	A
Plumbing Groundworks	04/11/18	BT	P	NRSF			236 TILTHAMMER MILL RD	CAPITAL BUILDERS LLC	5888	A
Final Closing Plumbi	04/11/18	BT	P	Rmdl Res	CLK	LNGM	638 QUEENSHIP LN	TAYLOR ADRIAN U & TODD	3710	A
Plumbing Groundworks	04/11/18	BT	P	NRSF		BYC	205 PLEASANT HILL DR	OAKCREST BUILDERS	5371	A
Draintile	04/11/18	BT	P	NRSF		BYC	205 PLEASANT HILL DR	OAKCREST BUILDERS	5889	A
Waterproofing/Pargin	04/11/18	BT	P	NRSF		BYC	205 PLEASANT HILL DR	OAKCREST BUILDERS	5890	A
Final Closing Electr	04/12/18	BT	P	Rmdl Res	CLK	CHPL	1555 LOCKES MILL RD	STONDS LC	3092	A
Draintile	04/12/18	BT	P	Add Res	BVL	CHPL	235 LEWIS FARM LN	LESMAN ROBERT G & ANN S	5909	A
Final Closing Plumbi	04/12/18	BT	P	Rmdl Res	CLK	CHPL	1555 LOCKES MILL RD	STONDS LC	3094	A
Final Closing Gas	04/12/18	BT	P	Rmdl Res	CLK	CHPL	1555 LOCKES MILL RD	STONDS LC	3099	A
Final Closing Buildi	04/12/18	BT	P	Rmdl Res	CLK	CHPL	1555 LOCKES MILL RD	STONDS LC	3100	A
Final Closing Gas	04/13/18	BT	P	Gas Per-R	BVL	LNGM	1835 RUSSELL RD	STONERIDGE INVESTMENTS	5921	A

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Clarke County
INSPECTION REPORT

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Building Inspections

INSPECTIONS PERFORMED: 04/01/18 to 04/30/18

INSPECTION	DATE	BY	RSLT	PROJECT	CITY	AREA	LOCATION	OWNER	INSP ID	T
Final Closing Mechan Framing	04/13/18	BT	P	MechPer-R	BVL	LNGM	1835 RUSSELL RD	STONERIDGE INVESTMENTS	5918	A
Gas Line Pressure Te	04/13/18	BT	P	NRSF	CLK	LNGM	425 WRIGHTS MILL RD	FARMER DONNA K & EDWARD	977	A
Electrical Rough In	04/13/18	BT	P	MechPer-R	BVL	LNGM	1835 RUSSELL RD	STONERIDGE INVESTMENTS	5919	A
Mechanical Rough In	04/13/18	BT	P	NRSF	CLK	LNGM	425 WRIGHTS MILL RD	FARMER DONNA K & EDWARD	5937	A
Final Closing Buildi	04/13/18	BT	P	NRSF	CLK	LNGM	425 WRIGHTS MILL RD	FARMER DONNA K & EDWARD	5938	A
Footings	04/13/18	BT	P	Rmdl Res	BVL	LNGM	144 DEER WOOD LN	ELIZABETH S. HARRINGTON	5669	A
Final Closing Electr	04/13/18	BT	P	Garage	BVL	LNGM	933 RUSSELL RD	ROBERTS GEORGE R III &	5837	A
Plumbing Rough In	04/13/18	BT	P	Rmdl Res	BVL	LNGM	144 DEER WOOD LN	ELIZABETH S. HARRINGTON	5912	A
Final Closing Buildi	04/13/18	BT	P	NRSF	CLK	LNGM	425 WRIGHTS MILL RD	FARMER DONNA K & EDWARD	5910	A
Footings	04/13/18	BT	P	Deck/Porch	BVL	BVL	424 MONTGOMERY CT	PERKINS DAVID M	5712	A
Final Closing Electr	04/13/18	BT	P	Add Res	BYC	CHPL	185 BLUE BIRD LN	SANDRA BITTNER	5806	A
Footings	04/13/18	BT	P	Deck/Porch	CLK	BLTN	18099 RAVEN ROCKS RD	KIDBY SCOTT W & MELISSA	4996	A
Final Closing Buildi	04/16/18	BT	P	Deck/Porch	CLK	BLTN	18099 RAVEN ROCKS RD	KIDBY SCOTT W & MELISSA	5939	A
Final Closing Electr	04/16/18	BT	P	MechPer-R	BVL	BVL	324 SOUTH CHURCH ST	TUCKER, KATHY	5949	A
Footings	04/16/18	BT	P	Deck/Porch	BVL	BVL	713 MCGUIRE CIR	CRISP, KAREN	5815	A
Electrical Rough In	04/16/18	BT	P	Rmdl Res	BVL	BVL	795 MCGUIRE CIR	RUSSELL S. BROWN	5924	A
Slab Garage/Carport	04/16/18	BT	P	NRSF	CLK	BLTN	130 ASHLEY WOODS LN	ADELL KAMRAN & MARJANEH	5940	A
Slab Porch/Deck	04/16/18	BT	P	NRSF	CLK	BLTN	130 ASHLEY WOODS LN	ADELL KAMRAN & MARJANEH	5941	A
Slab Basement	04/16/18	BT	P	NRSF			558 MANOR RD	LICKING VALLEY CONSTRUC	5923	A
Framing	04/16/18	BT	P	Rmdl Res	BYC	CHPL	1769 BISHOP MEADE RD	WALKER ALLAN & TERRY GW	5856	A
Mechanical Rough In	04/16/18	BT	P	MechPer-R	BVL	BVL	324 SOUTH CHURCH ST	TUCKER, KATHY	5913	A
Final Closing Mechan	04/16/18	BT	P	MechPer-R	BVL	BVL	324 SOUTH CHURCH ST	TUCKER, KATHY	5915	A
Final Closing Buildi	04/17/18	BT	P	Deck/Porch	BVL	BVL	5 WEST MAIN ST	MOLER JAMES D TRUSTS &	5487	A
Footings	04/18/18	BT	P	Garage	BVL	BLTN	165 PASTORAL LN	CARL E REILLY	5767	A
Plumbing Groundworks	04/18/18	BT	P	NRSF	BVL	BLTN	1362 SHEPHERDS MILL RD	GROSHIRE WHITE LLC	5735	A
Final Closing Buildi	04/18/18	BT	P	Deck/Porch	BVL	BVL	713 MCGUIRE CIR	CRISP, KAREN	5817	A
Concrete Form	04/19/18	BT	P	Garage	BVL	BLTN	165 PASTORAL LN	CARL E REILLY	5963	A
Footings	04/19/18	BT	P	Deck/Porch	BVL	CHPL	2704 SPRINGSBURY RD	FRED W. DODSON, II	5878	A
Electrical Rough In	04/19/18	BT	P	NRSF	BVL	BVL	408 DELANY CT	RICHMOND AMERICAN HOMES	4502	A
Electric Service	04/19/18	BT	P	NRSF	BVL	BVL	408 DELANY CT	RICHMOND AMERICAN HOMES	4503	A
Framing	04/19/18	BT	P	NRSF	BVL	BVL	408 DELANY CT	RICHMOND AMERICAN HOMES	4500	A
Plumbing Rough In	04/19/18	BT	P	NRSF	BVL	BVL	408 DELANY CT	RICHMOND AMERICAN HOMES	4506	A
Mechanical Rough In	04/19/18	BT	P	NRSF	BVL	BVL	408 DELANY CT	RICHMOND AMERICAN HOMES	4508	A
Gas Rough In	04/19/18	BT	P	NRSF	BVL	BVL	408 DELANY CT	RICHMOND AMERICAN HOMES	5959	A
Framing	04/20/18	BT	P	NRSF		BLTN	160 RETREAT RD	MURDICK, ROBERT A	5138	A
Electrical Rough In	04/20/18	BT	P	NRSF		BLTN	160 RETREAT RD	MURDICK, ROBERT A	5140	A
Plumbing Rough In	04/20/18	BT	P	NRSF		BLTN	160 RETREAT RD	MURDICK, ROBERT A	5144	A
Mechanical Rough In	04/20/18	BT	P	NRSF		BLTN	160 RETREAT RD	MURDICK, ROBERT A	5146	A
Gas Rough In	04/20/18	BT	P	NRSF		BLTN	160 RETREAT RD	MURDICK, ROBERT A	5967	A
Mechanical Rough In	04/20/18	BT	P	Rmdl Res	BLMT	BLTN	254 GOOD SHEPHERD RD	BEACHMARK CONSTRUCTION	5969	A
Plumbing Groundworks	04/20/18	BT	P	Rmdl Res	BLMT	BLTN	254 GOOD SHEPHERD RD	BEACHMARK CONSTRUCTION	5964	A
Footings	04/20/18	BT	P	Deck/Porch	BVL	BVL	819 MCGUIRE CIR	NESTOR DARLENE	5895	A
Plumbing Rough In	04/20/18	BT	PRT	Nw Commrc1	BVL	BVL	450 MOSBY BLVD	BERRYVILLE HEALTH INVES	5968	A
Insulation	04/23/18	BT	P	NRSF	BVL	BVL	408 DELANY CT	RICHMOND AMERICAN HOMES	4501	A
Framing	04/23/18	BT	P	NRSF	BVL	BVL	417 DELANY CT	RICHMOND AMERICAN HOMES	4821	A
Electrical Rough In	04/23/18	BT	P	NRSF	BVL	BVL	417 DELANY CT	RICHMOND AMERICAN HOMES	4823	A
Electric Service	04/23/18	BT	P	NRSF	BVL	BVL	417 DELANY CT	RICHMOND AMERICAN HOMES	4824	A
Plumbing Rough In	04/23/18	BT	P	NRSF	BVL	BVL	417 DELANY CT	RICHMOND AMERICAN HOMES	4827	A
Mechanical Rough In	04/23/18	BT	P	NRSF	BVL	BVL	417 DELANY CT	RICHMOND AMERICAN HOMES	4829	A
Gas Rough In	04/23/18	BT	P	NRSF	BVL	BVL	417 DELANY CT	RICHMOND AMERICAN HOMES	5965	A
Tank Removal	04/23/18	BT	P	MechPer-R	BYC	CHPL	960 BISHOP MEADE RD	CABELL WILLIAMS	5989	A
Ditch Electric	04/23/18	BT	P	ELEC RES	BVL	BVL	320 DUNLAP DR	JORDAN HERBERT E & KARL	5971	A

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Clarke County
INSPECTION REPORT

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Building Inspections

INSPECTIONS PERFORMED: 04/01/18 to 04/30/18

INSPECTION	DATE	BY	RSLT	PROJECT	CITY	AREA	LOCATION	OWNER	INSP ID	T
Electric Service	04/24/18	BT	P	ELEC RES	BVL	LNGM	87 MOOSE RD	FREDDIE MAC	5996	A
Insulation	04/24/18	BT	P	NRSF	BVL	BLTN	108 HAMPTON LN	CATLETT KEN	2467	A
Final Closing Electr	04/24/18	BT	P	ELEC RES	BVL	LNGM	87 MOOSE RD	FREDDIE MAC	5997	A
Insulation	04/25/18	BT	P	NRSF	BVL	BLTN	160 RETREAT RD	MURDICK, ROBERT A	5139	A
Final Closing Electr	04/25/18	BT	P	ELEC RES	BVL	BVL	320 DUNLAP DR	JORDAN HERBERT E & KARL	5947	A
Insulation	04/25/18	BT	P	NRSF	BVL	BVL	417 DELANY CT	RICHMOND AMERICAN HOMES	4822	A
Final Closing Buildi	04/25/18	BT	P	Deck/Porch	BVL	BVL	732 MCGUIRE CIR	CALMET, ROB	5900	A
Framing	04/25/18	BT	P	Rmdl Res	BVL	BVL	795 MCGUIRE CIR	RUSSELL S. BROWN	5248	A
Plumbing Rough In	04/25/18	BT	P	Nw Commrc1	BVL	BVL	450 MOSBY BLVD	BERRYVILLE HEALTH INVES	5998	A
Plumbing Rough In	04/26/18	BT	P	Nw Commrc1	BVL	BVL	450 MOSBY BLVD	BERRYVILLE HEALTH INVES	6025	A
Footings	04/26/18	BT	P	Garage	BYC	CHPL	1141 OLD CHAPEL RD	SAMS ALLISON KARTER	5833	A
Slab Garage/Carport	04/26/18	BT	P	Garage	BVL	BLTN	165 PASTORAL LN	CARL E REILLY	6009	A
Final Closing Electr	04/26/18	BT	P	ELEC RES	BVL	BLTN	165 PASTORAL LN	CARL E REILLY	5907	A
Electric Service	04/26/18	BT	P	ELEC RES	BYC	GNWY	43 TANNERY LN	CLARKE COUNTY HISTORICA	5943	A
Air Test	04/26/18	BT	P	MechPer-R	BYC	CHPL	960 BISHOP MEADE RD	CABELL WILLIAMS	6007	A
Gas Rough In	04/27/18	BT	P	Nw Commrc1	BVL	BVL	450 MOSBY BLVD	BERRYVILLE HEALTH INVES	6017	A
Electric Service	04/30/18	BT	P	ELEC RES		BLTN		KKR 2 LC	6034	A
Final Closing Electr	04/30/18	BT	P	ELEC RES		BLTN		KKR 2 LC	6035	A
Framing Porch/Deck	04/30/18	BT	P	NRSF		LNGM	374 CLIFTON RD	WHITE SAMUEL STUART	6032	A

INSPECTOR TOTALS: 123 INSPECTIONS FEES: .00 PAID TO DATE: .00 UNPAID: .00

Final Closing Buildi	04/03/18	JR	P	Rmdl Res	BVL	LNGM	1435 STRINGTOWN RD	THURMAN FARM LLC	4928	A
Insulation	04/04/18	JR	F	Add Res	BVL	BVL	16 ROSEMONT MANOR LN	GENDA LAND HOLDINGS LLC	4612	A
Insulation	04/05/18	JR	P	Add Res	BVL	BVL	16 ROSEMONT MANOR LN	GENDA LAND HOLDINGS LLC	5845	A
Electric Service	04/09/18	JR	P	ELEC RES	BYC	GNWY	1031 OLD WATERLOO RD	MORGAN NANCY A & HILTON	5798	A
Electric Service	04/09/18	JR	P	ELEC RES	BLMT	BLTN	33 MOUNTAIN RIDGE LN	HILLYARD RODNEY L & TAM	5649	A
Electric Service	04/09/18	JR	P	ELEC RES	BLMT	BLTN	33 MOUNTAIN RIDGE LN	HILLYARD RODNEY L & TAM	5652	A
Final Closing Electr	04/10/18	JR	P	Rmdl Comm	CLK	CHPL	20615 BLUE RIDGE MTN RD	TOM RATH	3901	A
Framing	04/11/18	JR	PWC	Nw Commrc1	BVL	BVL	450 MOSBY BLVD	BERRYVILLE HEALTH INVES	5894	A
Framing	04/12/18	JR	P	Rmdl Res	BVL	BVL	121 ACADEMY ST	DUNPHY, THERESA	5764	A
Electric Service	04/12/18	JR	P	Rmdl Res	BVL	BVL	16 BATTLETOWN DR	POSTON LINDA & BRENDA E	5911	A
Meeting with Inspect	04/18/18	JR	P	Nw Commrc1	BVL	BVL	24 NORTH BUCKMARSH ST	MSA PROPERTY INC	5954	A
Final Closing Buildi	04/18/18	JR	P	Nw Commrc1	BVL	BVL	24 NORTH BUCKMARSH ST	MSA PROPERTY INC	5602	A
Electrical Rough In	04/20/18	JR	P	Rmdl Res	CLK	BLTN	19548 BLUE RIDGE MTN RD	MARK STIVERS	5966	A
Final Closing Electr	04/20/18	JR	P	Rmdl Res	BVL	BVL	6 ROCKCROFT DR	DONNELLY BOYD H & LISA	3581	A
Final Closing Plumbi	04/20/18	JR	P	Rmdl Res	BVL	BVL	6 ROCKCROFT DR	DONNELLY BOYD H & LISA	3583	A
Final Closing Buildi	04/20/18	JR	P	Rmdl Res	BVL	BVL	6 ROCKCROFT DR	DONNELLY BOYD H & LISA	3589	A
Framing	04/20/18	JR	P	Deck/Porch	CLK	BLTN	1278 CHILLY HOLLOW RD	MASSANOPOLI PAUL S & JU	3812	A
Final Closing Electr	04/23/18	JR	P	Elec Per-C	CLK	GNWY	49 POWHATAN LN	POWHATAN SCHOOL	5970	A
Fire Alarm System	04/25/18	JR	P	Nw Commrc1	BVL	BVL	450 MOSBY BLVD	BERRYVILLE HEALTH INVES	6003	A

INSPECTOR TOTALS: 19 INSPECTIONS FEES: .00 PAID TO DATE: .00 UNPAID: .00

Footings	04/04/18	RE	P	NRSF	BYC	BYC	205 PLEASANT HILL DR	OAKCREST BUILDERS	5365	A
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INSPECTOR TOTALS: 1 INSPECTIONS FEES: .00 PAID TO DATE: .00 UNPAID: .00

Footings	04/13/18	S&S	P	Deck/Porch	BVL	BVL	732 MCGUIRE CIR	CALMET, ROB	5898	A
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INSPECTOR TOTALS: 1 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: 04/01/18 to 04/30/18

INSPECTION	DATE	BY	RSLT	PROJECT	CITY AREA	LOCATION	OWNER	INSP ID	T	
DEPARTMENT TOTALS:		144	INSPECTIONS		FEES:	.00	PAID TO DATE:	.00	UNPAID:	.00
REPORT TOTALS:		144	INSPECTIONS		FEES:	.00	PAID TO DATE:	.00	UNPAID:	.00

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Clarke County
INSPECTION REPORT

P 5
piinhrpt

Building Inspections

INSPECTIONS PERFORMED: 04/01/18 to 04/30/18

INSPECTION TYPE SUMMARY	COUNT	INSPECTOR SUMMARY	COUNT	RESULT SUMMARY	COUNT
Air Test	1	Bernie Thompson	123	FAIL	2
Backfill	1	Jamie Royston	19	PARTIAL	1
Concrete Form	1	Ruckman Engineering PLC	1	PASS	140
Ditch Electric	1	Soil & Structure Consulting,	1	PASS WITH CONDITIONS	1
DrainTile	3				
Electric Service	10				
Electrical Rough In	8				
Final Closing Building	16				
Final Closing Electric	16				
Final Closing Gas	2				
Final Closing Mechanical	3				
Final Closing Plumbing	5				
Fire Alarm System	1				
Footings	12				
Framing	11				
Framing Porch/Deck	1				
Gas Line	1				
Gas Line Pressure Test	4				
Gas Rough In	4				
Gas Tank	1				
Hydro Test	1				
Insulation	7				
Mechanical Rough In	6				
Meeting with Inspector	1				
Plumbing Groundworks	5				
Plumbing Rough In	10				
PreDemolition Inspection	2				
Sewer Line	1				
Slab	1				
Slab Basement	3				
Slab Garage/Carport	2				
Slab Porch/Deck	1				
Tank Removal	1				
Waterproofing/Parging	1				

TOTAL INSPECTIONS: 144

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2600acather

Clarke County
INSPECTION REPORT

P 6
piinhrpt

ALL

INSPECTIONS PERFORMED: 04/01/18 to 04/30/18

INSPECTION TYPE SUMMARY	COUNT	INSPECTOR SUMMARY	COUNT	RESULT SUMMARY	COUNT
Air Test	1	Bernie Thompson	123	FAIL	2
Backfill	1	Jamie Royston	19	PARTIAL	1
Concrete Form	1	Ruckman Engineering PLC	1	PASS	140
Ditch Electric	1	Soil & Structure Consulting,	1	PASS WITH CONDITIONS	1
Draintile	3				
Electric Service	10				
Electrical Rough In	8				
Final Closing Building	16				
Final Closing Electric	16				
Final Closing Gas	2				
Final Closing Mechanical	3				
Final Closing Plumbing	5				
Fire Alarm System	1				
Footings	12				
Framing	11				
Framing Porch/Deck	1				
Gas Line	1				
Gas Line Pressure Test	4				
Gas Rough In	4				
Gas Tank	1				
Hydro Test	1				
Insulation	7				
Mechanical Rough In	6				
Meeting with Inspector	1				
Plumbing Groundworks	5				
Plumbing Rough In	10				
PreDemolition Inspection	2				
Sewer Line	1				
Slab	1				
Slab Basement	3				
Slab Garage/Carport	2				
Slab Porch/Deck	1				
Tank Removal	1				
Waterproofing/Parging	1				

TOTAL INSPECTIONS: 144

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

Project Application Report - Building Dept

For Period: 4/1/2018 to 4/30/2018

Project Type	Project Number	Project Fees
Commercial Electric Permit	180181	112.20
Commercial Mechanical Permit	180170	265.20
	180185	2499.00
Commercial New	180183	61.20
Commercial Plumbing Permit	180143	61.20
Demolition of Building	180184	51.00
Land Disturbance	180159	
	180161	250.00
Residential Accessory	180134	100.00
	180166	800.02
Residential Addition	180135	370.34
	180173	1059.90
Residential Deck/Porch no Roof	180137	51.00
	180147	51.00
	180150	151.00
	180153	51.00
	180154	51.00
	180155	201.00
Residential Electric Permit	180133	40.80
	180156	56.10
	180162	71.40
	180163	56.10
	180172	40.80
	180174	40.80
	180182	40.80
Residential Garage	180138	430.70
	180141	530.48
	180142	481.66
Residential Mechanical Permit	180144	40.80
	180152	81.60
	180157	178.50
	180158	40.80
	180167	81.60

Project Application Report - Building Dept

For Period: 4/1/2018 to 4/30/2018

Project Type	Project Number	Project Fees
Residential Mechanical Permit	180175	81.60
Residential New	180149	1906.08
	180160	2410.13
	180168	2488.28
Residential Plumbing Permit	180151	40.80
	180171	40.80
Residential Remodel	180136	978.59
	180139	255.00
	180145	473.34
	180146	174.20
	180148	158.10
	180176	481.03
	180177	331.50
Solar Array System	180140	168.30
	180169	168.30
	180178	168.30
Swimming Pool In Ground	180165	178.50
Tents Over 900 sq ft	180164	40.80
	180179	40.80
	180180	40.80
Total		19024.25

Project Application Report - Building Dept

For Period: 4/1/2018 to 4/30/2018

Project Type	Project Number	Location	Owner	Estimated Building Value	Fees Blank = collected by another dept	Project Status
Commercial Electric Permit	180181	100 S CHURCH ST	TOWN OF BERRYVILLE	\$0	\$112.20	ISSUED W/O CONDITIONS
Commercial Mechanical Permit	180170	110 N CHURCH ST	GRACE EPISCOPAL PARISH HOUSE	\$0	\$265.20	ISSUED W/O CONDITIONS
	180185	180 GRAFTON LN	GRAFTON SCHOOL INC	\$0	\$2,499.00	ISSUED W/O CONDITIONS
Commercial New	180183	36 E MAIN ST	COUNTY OF CLARKE	\$0	\$61.20	APP PENDING
Commercial Plumbing Permit	180143	118 E MAIN ST	STELLA COMPANY LLC	\$0	\$61.20	CLOSED W/ FINAL
Demolition of Building	180184	27 BYRD AVE	FORDENBACHER MARK	\$0	\$51.00	ISSUED W/O CONDITIONS
Land Disturbance	180159	0	RANDOLPH JOHN VILLAR	\$0		ISSUED W/O CONDITIONS
	180161	90 QUARRY RD	PERRY STUART M INC	\$0	\$250.00	ISSUED W/O CONDITIONS
Residential Accessory	180134	186 TOY HILL LN	BILLINGSLEY, CHARLES	\$0	\$100.00	WITHDRAWN
	180166	2215 SWIFT SHOALS RD	GILPIN THOMAS T & JEAN E R	\$97,609	\$800.02	ISSUED W/O CONDITIONS
Residential Addition	180135	185 BLUE BIRD LN	SANDRA BITTNER	\$26,217	\$370.34	ISSUED W/O CONDITIONS
	180173	182 AUBURN RD	GARY W. VANNESS	\$129,956	\$1,059.90	ISSUED W/O CONDITIONS
Residential Deck/Porch no Roof	180137	713 MCGUIRE CIR	CRISP, KAREN	\$0	\$51.00	ISSUED W/O CONDITIONS
	180147	717 MCGUIRE CIR	PATEL, NIRAV	\$0	\$51.00	ISSUED W/O CONDITIONS
	180150	2704 SPRINGSBURY RD	FRED W. DODSON, II	\$0	\$151.00	ISSUED W/O CONDITIONS
	180153	819 MCGUIRE CIR	NESTOR DARLENE	\$0	\$51.00	ISSUED W/O CONDITIONS

Project Application Report - Building Dept

For Period: 4/1/2018 to 4/30/2018

Project Type	Project Number	Location	Owner	Estimated Building Value	Fees Blank = collected by another dept	Project Status
Residential Deck/Porch no Roof	180154	732 MCGUIRE CIR	CALMET, ROB	\$0	\$51.00	CLOSED W/FINAL
	180155	282 KINSKY LN	OLMSTEAD, NATHANIEL	\$0	\$201.00	ISSUED W/O CONDITIONS
Residential Electric Permit	180133	1031 OLD WATERLOO RD	MORGAN NANCY A & HILTON	\$0	\$40.80	ISSUED W/O CONDITIONS
	180156	165 PASTORAL LN	CARL E REILLY	\$0	\$56.10	CLOSED W/FINAL
	180162	43 TANNERY LN	CLARKE COUNTY HISTORICAL ASSOC	\$0	\$71.40	ISSUED W/O CONDITIONS
	180163	320 DUNLAP DR	JORDAN HERBERT E & KARLA R	\$0	\$56.10	CLOSED W/FINAL
	180172	87 MOOSE RD	FREDDIE MAC	\$0	\$40.80	CLOSED W/FINAL
	180174	1036 RETREAT RD	HILL JAMES MICHAEL & SUSAN GAYE	\$0	\$40.80	ISSUED W/O CONDITIONS
	180182	0	KKR 2 LC	\$0	\$40.80	CLOSED W/FINAL
Residential Garage	180138	4455 RIVER RD	MAURER, CHARLES	\$39,368	\$430.70	ISSUED W/O CONDITIONS
	180141	1141 OLD CHAPEL RD	SAMS ALLISON KARTER	\$72,000	\$530.48	ISSUED W/O CONDITIONS
	180142	933 RUSSELL RD	ROBERTS GEORGE R III & CHRISTINE	\$50,472	\$481.66	ISSUED W/O CONDITIONS
Residential Mechanical Permit	180144	429 FREMONT CT	BENDER DAVID G & KIMBERLY A	\$0	\$40.80	ISSUED W/O CONDITIONS
	180152	16 BATTLETOWN DR	POSTON LINDA & BRENDA ELSEA	\$0	\$81.60	ISSUED W/O CONDITIONS
	180157	324 S CHURCH ST	TUCKER, KATHY	\$0	\$178.50	CLOSED W/FINAL
	180158	1835 RUSSELL RD	STONERIDGE INVESTMENTS LC	\$0	\$40.80	ISSUED W/O CONDITIONS
	180167	960 BISHOP MEADE RD	CABELL WILLIAMS	\$0	\$81.60	ISSUED W/O CONDITIONS

Project Application Report - Building Dept

For Period: 4/1/2018 to 4/30/2018

Project Type	Project Number	Location	Owner	Estimated Building Value	Fees Blank = collected by another dept	Project Status
Residential Mechanical Permit	180175	305 TAYLOR ST	SPITLER ROBERT W II & KERRI LEANN	\$0	\$81.60	ISSUED W/O CONDITIONS
Residential New	180149	750 MORGANS MILL RD	TAYLOR, NEEL	\$307,687	\$1,906.08	ISSUED W/O CONDITIONS
	180160	3444 CALMES NECK LN	BATHON STEPHEN R & GAYLE E	\$395,277	\$2,410.13	ISSUED W/O CONDITIONS
	180168	189 JUNIPER LN	WATTS BUILDERS & HOME IMPROVEMENTS	\$351,737	\$2,488.28	ISSUED W/O CONDITIONS
Residential Plumbing Permit	180151	792 SOLITUDE LN	ARNOLD FRANCIS M & AMELIA R	\$0	\$40.80	ISSUED W/O CONDITIONS
	180171	11 W MAIN ST	BOYCE BAPTIST CHURCH PARSONAGE	\$0	\$40.80	ISSUED W/O CONDITIONS
Residential Remodel	180136	16 BATTLETOWN DR	POSTON LINDA & BRENDA ELSEA	\$133,200	\$978.59	ISSUED W/O CONDITIONS
	180139	12470 LORD FAIRFAX HWY	LEVI ROBIN E	\$0	\$255.00	ISSUED W/O CONDITIONS
	180145	67 NORTH HILL LN	TIMOTHY K. LINDSEY	\$103,125	\$473.34	ISSUED W/O CONDITIONS
	180146	1769 BISHOP MEADE RD	WALKER ALLAN & TERRY GWENDLYN &	\$37,950	\$174.20	ISSUED W/O CONDITIONS
	180148	207 ACADEMY ST	MORRISON MALCOLM J & PATRICIA C	\$0	\$158.10	ISSUED W/O CONDITIONS
	180176	531 BARKER LN	CREECH, BONNIE	\$64,800	\$481.03	ISSUED W/O CONDITIONS
	180177	16 DORSEY ST	WITTA WILLIAM R III & COURTNEY M	\$60,000	\$331.50	APP PENDING
Solar Array System	180140	18099 RAVEN ROCKS RD	KIDBY SCOTT W & MELISSA PAGANO	\$0	\$168.30	ISSUED W/O CONDITIONS
	180169	1150 TILTHAMMER MILL RD	BURWELL BELINDA L & JAMES KLENKAR	\$0	\$168.30	ISSUED W/O CONDITIONS
	180178	1543 RED GATE RD	MCINTOSH CHARLES F & ALEXANDRA G	\$0	\$168.30	ISSUED W/O CONDITIONS

Project Application Report - Building Dept

For Period: 4/1/2018 to 4/30/2018

Project Type	Project Number	Location	Owner	Estimated Building Value	Fees <small>Blank = collected by another dept</small>	Project Status
Swimming Pool In Ground	180165	765 MCGUIRE CIR	TRAPNELL, MELANIE	\$0	\$178.50	ISSUED W/O CONDITIONS
Tents Over 900 sq ft	180164	830 LONG BRANCH LN	LONG BRANCH HISTORIC HOUSE AND FARM	\$0	\$40.80	ISSUED W/O CONDITIONS
	180179	830 LONG BRANCH LN	LONG BRANCH HISTORIC HOUSE AND FARM	\$0	\$40.80	ISSUED W/O CONDITIONS
	180180	830 LONG BRANCH LN	LONG BRANCH HISTORIC HOUSE AND FARM	\$0	\$40.80	ISSUED W/O CONDITIONS

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

PLANT GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
18538 CHRISTIAN, JERRY; JR RECORDED TIME: 09:00 DESCRIPTION 1: QUITCLAIM DEED GREENWAY DIST DATE OF DEED : 07/01/15 BOOK: 221 NUMBER PAGES : 2	N CHRISTIAN, VALERIE A 435 WILDCAT HOLLOW RD BOYCE, VA. 22620 MAP: 39 3 A	N .00	DBS	100%
18540 CHRISTIAN, JERRY; JR RECORDED TIME: 09:06 DESCRIPTION 1: GREENWAY DISTRICT DATE OF DEED : 03/26/18 BOOK: 627 NUMBER PAGES : 2	N CHRISTIAN, AMBER 435 WILDCAT HOLLOW RD BOYCE, VA. 22620 MAP: 393A	N .00	DBS	100%
18544 STAELIN, JOHN R RECORDED TIME: 11:00 DESCRIPTION 1: CHAPEL & TOWN OF BOYCE DISTRICTS MULTIPLE DATE OF DEED : 03/28/18 BOOK: 627 NUMBER PAGES : 5	N JOHN STAELIN & ELIZABETH LOCKE N/A N/A, XX. 00000 0000 MAP: 30AA60	N .00	DIT	100%
18547 COFFMAN, CONRAD RECORDED TIME: 15:43 DESCRIPTION 1: DATE OF DEED : 04/02/18 BOOK: 627 NUMBER PAGES : 3	N COFFMAN, KAYLEIGH 713 LAKEVIEW BOYCE, VA. 22620 MAP: 38 68 12A	N .00	DBSHW	100%
18553 BRANHAM, LARRY J RECORDED TIME: 14:01 DESCRIPTION 1: GREENWAY DISTRICT, 43.3949 ACRES DATE OF DEED : 04/02/18 BOOK: 627 NUMBER PAGES : 3	N BRANHAM, LARRY J; ETUX 983 FEATHERBED ROAD WHITE POST, VA. 22663 MAP: 27-A-8A	N .00	DBS	100%
180556 LEE, FRANCIS R RECORDED TIME: 15:55 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 04/03/18 BOOK: 627 NUMBER PAGES : 3	N MAPLES, CARL E; ETUX 207 SWAN AVE BERRYVILLE, VA. 22611 MAP: 14-A-4-A-30	N .00	DBS	100%
180559 MOZELESKI, DANIEL J; ETUX RECORDED TIME: 13:27 DESCRIPTION 1: LOT 6, CHAPEL DIST DATE OF DEED : 00/00/00 BOOK: 627 NUMBER PAGES : 2	N BROCK, JAMES; ETUX 643 LANDER LN BERRYVILLE, VA. 22611 MAP:	N 1,057,000.00	DBS	100%
18567 BROCK, JAMES M; III RECORDED TIME: 12:00 DESCRIPTION 1: GREENWAY DISTRICT, LOT 3, 2.8186 ACRES DATE OF DEED : 04/05/18 BOOK: 627 NUMBER PAGES : 3	N ZALENSKI, WALTER E; ETUX 1716 U STREET, NW WASHINGTON, DC. 20009 MAP: 29-A-18C	N 235,000.00	DBS	100%



(2) VAC 98,200
 H VAC 90,000

 188,200

VAC Lot 6 - 168,600
 w/impr 7 - 696,200
 VAC 8 192,200

 1,057,000

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

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
04/06/18	18568	WARFIELD HOMES INC	N ZALENSKI, WALTER E; ETUX 1716 U STREET, NW WASHINGTON, DC. 20009	N 90,000.00 ^{90,000}	DBS	100%
		RECORDED TIME: 12:01				
		DESCRIPTION 1: GREENWAY DISTRICT, LOT 6, 3.0 ACRES				
		DATE OF DEED : 04/05/18 BOOK: 627 PAGE: 365 MAP: 29-A-18F		PIN:		
		NUMBER PAGES : 2				
04/06/18	18569	ZALENSKI, WALTER E; ETUX	N WARFIELD HOMES 2955 ALLEN ROAD BERRYVILLE, VA. 22611	N 90,000.00 ^{90,000}	DBS	100%
		RECORDED TIME: 12:02				
		DESCRIPTION 1: GREENWAY DISTRICT, LOT 7, 3.0 ACRES				
		DATE OF DEED : 04/05/18 BOOK: 627 PAGE: 367 MAP: 29-A-18H		PIN:		
		NUMBER PAGES : 3				
04/06/18	18571	GOODEN, FLOYD L	N LICKING VALLEY CONSTRUCTION 1035 SHENANDOAH RIVER LA BOYCE, VA. 22620	N 65,000.00	DBS	100%
		RECORDED TIME: 14:01				
		DESCRIPTION 1: BATTLETOWN DISTRICT, 1.1206 ACRES				
		DATE OF DEED : 04/06/18 BOOK: 627 PAGE: 383 MAP: 26-A-7		PIN:		
		NUMBER PAGES : 1				
04/09/18	18576	FISHER, MARY B	N MARY FISHER TRUST N/A N/A, XX. 00000 0000	N .00	DG	100%
		RECORDED TIME: 10:40				
		DESCRIPTION 1: 103 ACRES GREENWAY DISTRICT				
		DATE OF DEED : 04/03/18 BOOK: 627 PAGE: 403 MAP:		PIN:		
		NUMBER PAGES : 3				
04/09/18	18582	DINIWIDDIE, MARY NELSON	N DINWIDDIE LIVING TRUST AGREEME N/A N/A, XX. 00000 0000	N .00	DG	100%
		RECORDED TIME: 12:05				
		DESCRIPTION 1: 61 ACRES LONGMARSH DISTRICT				
		DATE OF DEED : 03/26/18 BOOK: 627 PAGE: 423 MAP: 8A24A		PIN:		
		NUMBER PAGES : 4				
04/09/18	18587	PILKERTON, STEVEN	N BARKER, DAVID 761 LAUREL LANE BLUEMONT, VA. 20135	N 217,500.00	DBS	100%
		RECORDED TIME: 14:10				
		DESCRIPTION 1: SHENANDOAH RETREAT				
		DATE OF DEED : 04/06/18 BOOK: 627 PAGE: 431 MAP: 17A1886		PIN:		
		NUMBER PAGES : 3				
04/09/18	180000209	RHODEN, KERMIT SCOTT	N/A N/A	N .00	QUAL	00%
		RECORDED TIME: 14:30				
		DESCRIPTION 1: QUAL. AS EXECUTRIX				
		DATE OF DEED : 04/09/18 BOOK: 101 PAGE: 129 MAP:		PIN:		
		NUMBER PAGES : 4				
04/09/18	18562	PIDGEON, GUY	N EMMA, ROBERT MAXWELL 25 BATTLETOWN DR BERRYVILLE, VA. 22611	N 770,000.00	DBS	100%
		RECORDED TIME: 15:30				
		DESCRIPTION 1: BATTLETOWN DIST				
		DATE OF DEED : 04/09/18 BOOK: 627 PAGE: 464 MAP: 14-A-81		PIN:		
		NUMBER PAGES : 1				

90,000
VAC

90000
VAC

46, K
VAC

169,800
w/jimpV

689,800
w/jimpV

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

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
04/10/18	18595	STOCK, E KENDALL; ETUX RECORDED TIME: 09:00 DESCRIPTION 1: TOWN OF BOYCE DATE OF DEED : 04/04/18 BOOK: 627 NUMBER PAGES : 2	N WEAVER, ANNETTE CLAIRE 325 HOPKINS DRIVE BOYCE, VA. 22620 PAGE: 478 MAP: 21A5-1-14	N 387,500.00	DBS	100%
						346,400 w/impv
04/10/18	180000210	SIPE, JAMES E; JR RECORDED TIME: 11:54 DESCRIPTION 1: PROBATE WILL DATE OF DEED : 04/10/18 BOOK: 101 NUMBER PAGES : 6	N/A N/A PAGE: 137 MAP:	.00	PROBATE	00%
04/10/18	18597	ELSEA, MICHAEL E RECORDED TIME: 12:30 DESCRIPTION 1: BATTLETOWN DISTRICT, 4.14 ACRES DATE OF DEED : 04/03/18 BOOK: 627 NUMBER PAGES : 2	N WILLIAMSON, LEANNE 55 KELLY LANE BLUEMONT, VA. 20135 PAGE: 494 MAP: 26-A-20	N 370,000.00	DBS	100%
						320,400 w/impv
04/11/18	18606	BROWNE, KELLY J; ETAL RECORDED TIME: 15:35 DESCRIPTION 1: BATTLETOWN DISTRICT, LOT 2, 6.9307 ACRES DATE OF DEED : 04/06/18 BOOK: 627 NUMBER PAGES : 2	N ANDRADE, ALEX S; ETAL 1238 SHEPHERDS MILL ROAD BERRYVILLE, VA. 22611 PAGE: 531 MAP: 16-A-14A	N 449,900.00	DBS	100%
						405,700 w/impv
04/11/18	180608	DELANEY, WILLIAM A RECORDED TIME: 16:11 DESCRIPTION 1: LOT 1, KEENELAND SUBD DATE OF DEED : 00/00/00 BOOK: 627 NUMBER PAGES : 2	N WHITE, JEFFREY L 61 LANDER LANE BERRYVILLE, VA. 22611 PAGE: 554 MAP:	N 447,500.00	DBS	100%
						352,300 w/impv
04/12/18	180612	MCLAIN, DAVID H RECORDED TIME: 13:04 DESCRIPTION 1: LOT 8, TREADWELL SUBF., TOWN OF BERRYVILLE DATE OF DEED : 00/00/00 BOOK: 627 NUMBER PAGES : 3	N QUARTO, FRANK P; ETUX 16 BEL VOI DR BERRYVILLE, VA. 22611 PAGE: 579 MAP:	N 313,900.00	DBS	100%
						220,500 w/impv
04/12/18	180614	QUARTO, FRANK P; ETUX RECORDED TIME: 13:35 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 00/00/00 BOOK: NUMBER PAGES : 3	N WALLACE, TERRY A 420 DELANY COURT BERRYVILLE, VA. 22611 PAGE: 593 MAP: 14A714121	N .00	DBS	100%
04/13/18	18619	MASSIE SR FAMILY TRUST RECORDED TIME: 13:25 DESCRIPTION 1: TRIPLE J RD LONGMARSH DISTRICT DATE OF DEED : 04/06/18 BOOK: 627 NUMBER PAGES : 2	N MASSIE, BERNARD; JR 1563 TRIPLE J RD BERRYVILLE, VA. 22611 PAGE: 619 MAP: 13A22	N .00	DG	100%

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

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
04/13/18	18621	COBERLY, NOAH B; ETUX RECORDED TIME: 15:26 DESCRIPTION 1: GREENWAY DISTRICT, TRACT 3, 1.1938 ACRES DATE OF DEED : 04/13/18 BOOK: 627 PAGE: 623 MAP: 28-A-35 NUMBER PAGES : 1	N MANFUSO, JENNIFER 982 BERRYS FERRY RD WHITE POST, VA. 22663	N 213,000.00	DBS	100%
						183,500 w/impv
04/16/18	18630	LANGHORNE TRUST RECORDED TIME: 15:05 DESCRIPTION 1: CHAPEL DISTRICT OLD CHAPEL RD DATE OF DEED : 04/16/18 BOOK: 627 PAGE: 681 MAP: 22A96A NUMBER PAGES : 1	N DONNELLY, DAVID SCOTT 231 MILTON VALLEY LN BERRYVILLE, VA. 22611	N 199,900.00	DBS	100%
						Lot A 85,700 Lot B 114,200 VAC
04/17/18	18634	PATMORE, SANDRA S RECORDED TIME: 09:25 DESCRIPTION 1: LONGMARSH DISTRICT, LOT 1, ALLEGHENY RIDGE, SEC 2 DATE OF DEED : 04/13/18 BOOK: 627 PAGE: 706 MAP: 3-7-1 NUMBER PAGES : 3	N SP CAPITAL LLC 19387 SW 79 PLACE CUTLER BAY, FL. 33157	N 495,000.00	DBS	100%
						421K w/impv
04/17/18	180000240	BROWN, MARY LEE RECORDED TIME: 11:13 DESCRIPTION 1: PROBATE WILL DATE OF DEED : 04/17/18 BOOK: 101 PAGE: 166 MAP: NUMBER PAGES : 6	N/A N/A	.00	PROBATE	00%
04/17/18	18638	SHENANDOAH HOUSES LLC RECORDED TIME: 12:50 DESCRIPTION 1: TOWN OF BERRYVILLE, LOT 12 DATE OF DEED : 04/13/18 BOOK: 627 PAGE: 731 MAP: 14A2-13-2 NUMBER PAGES : 2	N WHITE MAPLE LLC 1706 PEBBLE BEACH DRIVE VIENNA, VA. 22182	N 220,000.00	DBS	100%
						187,900 w/impv
04/17/18	180	WELLS FARGO BANK RECORDED TIME: 13:45 DESCRIPTION 1: LOT 4, BATTLETOWN DIST DATE OF DEED : 00/00/00 BOOK: 627 PAGE: 745 MAP: NUMBER PAGES : 2	N KOUTRAS, MARITZA 10436 NOLAN DR ROCKVILLE, MD. 20850	N 349,000.00	DBS	100%
						326,000 349K w/impv
04/17/18	180000248	TOMBLIN, CHARLES ELWOOD RECORDED TIME: 15:04 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 04/17/18 BOOK: 101 PAGE: 180 MAP: NUMBER PAGES : 0	N/A N/A	.00	REA	00%
04/19/18	180646	MARCY, MATTHEW A RECORDED TIME: 13:05 DESCRIPTION 1: BATTLETOWN DIST DATE OF DEED : 00/00/00 BOOK: 627 PAGE: 799 MAP: NUMBER PAGES : 2	N MARCY, MATTHEW A; TR 17644 RAVEN ROCKS RD BLUEMONT, VA. 20135	N .00	DBS	100%

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

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
04/19/18	18000255	BAKER, FOBERT D; JR	N/A N/A	.00	PROBATE	100%
✓		RECORDED TIME: 15:27 DESCRIPTION 1: PROBATE WILL DATE OF DEED : 04/19/18 BOOK: 101 NUMBER PAGES : 4	PAGE: 191 MAP:	PIN:		
04/20/18	18652	JEFFERIES, MARGARET; ET VIR	N JEFFERIES LIVING TRUST 400 DELANY COURT BERRYVILLE, VA. 22611	.00	DIT	100%
✓		RECORDED TIME: 09:24 DESCRIPTION 1: TOWN OF BERRYVILLE, LOT 116 BATTLEFIELD EST SEC 4B DATE OF DEED : 04/11/18 BOOK: 627 NUMBER PAGES : 3	PAGE: 829 MAP: 14A7-14-116	PIN:		
04/20/18	18653	MCCLAUGHRY, PATRICIA SUE	N SAME N/A N/A, XX. 00000 0000	.00	OPM	100%
✓		RECORDED TIME: 10:05 DESCRIPTION 1: BATTLETOWN DISTRICT, SHEN RET DATE OF DEED : 00/00/00 BOOK: 13 NUMBER PAGES : 1	PAGE: 16 MAP: 17A3-25-5	PIN:		
04/20/18	18656	TRUSTEES SERVICE OF VA	N FEDERAL HOME MORTGAGE CORP N/A N/A, XX. 00000 0000	245,600.00	DIT	100%
✓		RECORDED TIME: 15:15 DESCRIPTION 1: BOOK 496 PG 614 DATE OF DEED : 04/12/18 BOOK: 627 NUMBER PAGES : 4	PAGE: 846 MAP: 6A25	PIN: (F) 245,600 w/imp		
04/23/18	18659	WIITA, WILLIAM R; JR	N WIITA, WILLIAM R; III 150 LONGMARSH ROAD BERRYVILLE, VA. 22611	430,000.00	DBS	100%
		RECORDED TIME: 11:53 DESCRIPTION 1: LONGMARSH DISTRICT, LOT 1, 28.0358 ACRES DATE OF DEED : 04/20/18 BOOK: 627 NUMBER PAGES : 2	PAGE: 853 MAP: 7-A-117B	PIN:		419,500 w/imp ✓
04/25/18	18680	MEHTA, ARPIT S; ET AL	N HUYNH, TUYET LE PHAM 516 PAGE STREET BERRYVILLE, VA. 22611	420,000.00	DBS	100%
		RECORDED TIME: 11:14 DESCRIPTION 1: TOWN OF BERRYVILLE, LOT 61 DATE OF DEED : 04/24/18 BOOK: 627 NUMBER PAGES : 2	PAGE: 939 MAP: 14A2-13-61	PIN:		414,700 w/imp ✓
04/25/18	180682	LESAGE, LESLIE JOHN	N LESAGE, LESLIE JOHN; ETUX N/A N/A, XX. 00000 0000	.00	DG	100%
✓		RECORDED TIME: 11:35 DESCRIPTION 1: DATE OF DEED : 04/20/18 BOOK: 627 NUMBER PAGES : 2	PAGE: 942 MAP: 27A-A-11	PIN:		210,000
04/25/18	18683	SHEPHERD, JAMES	N PIERCE, DENNIS N/A N/A, XX. 00000 0000	391,000.00	DBS	100%
		RECORDED TIME: 14:05 DESCRIPTION 1: DATE OF DEED : 00/00/00 BOOK: 627 NUMBER PAGES : 2	PAGE: 944 MAP:	PIN:		391,000 Family Sale w/imp

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

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
04/27/18	18690	DEBUTTS, WILLIAM HUNTER RECORDED TIME: 11:30 DESCRIPTION 1: BOOK 29 PAGE 248 DATE OF DEED : 00/00/00 BOOK: 627 NUMBER PAGES : 4	N DEBUTTS LIVING TRUST N/A N/A, XX. 00000 0000	N .00	DBS	100%
04/27/18	18692	MYERS, GARY RECORDED TIME: 11:59 DESCRIPTION 1: BATTLETOWN DIST. DATE OF DEED : 04/27/18 BOOK: 627 NUMBER PAGES : 2	N DUNCAN, MARY 18039 RAVEN ROCKS RD BLUEMONT, VA. 20135	N 585,000.00	DBS	100%
04/27/18	18695	PROJECT HOPE RECORDED TIME: 13:50 DESCRIPTION 1: PLAT CHAPEL DISTRICT DATE OF DEED : 00/00/00 BOOK: 13 NUMBER PAGES : 1	N PROJECT HOPE N/A	N .00	OPM	100%
04/27/18	180696	GOMEZ, SALVADOR RECORDED TIME: 16:22 DESCRIPTION 1: LONGMARSH DIST DATE OF DEED : 00/00/00 BOOK: 628 NUMBER PAGES : 2	N FLORES, BRANDON 845 MOOSE RD BERRYVILLE, VA. 22611	N 189,200.00	DBS	100%
04/30/18	180701	BARGER, B WESLEY; JR RECORDED TIME: 11:35 DESCRIPTION 1: POWER OF ATTY DATE OF DEED : 00/00/00 BOOK: 628 NUMBER PAGES : 2	N ROSENBERG, JAY ROSENBERG; ESQ N/A N/A, XX. 00000 0000	N 323,600.00	DQC	100%
04/30/18	18702	MITCHELL, GREGORY W; II RECORDED TIME: 12:05 DESCRIPTION 1: BATTLETOWN DISTRICT, SHEN RET, LOT 43 DATE OF DEED : 04/27/18 BOOK: 628 NUMBER PAGES : 2	N SCALA, ANDREW; ETUX 399 REDBUD LANE BLUEMONT, VA. 20135	N 245,000.00	DBS	100%
04/30/18	180000272	SCHUTTE, BETTY G RECORDED TIME: 13:22 DESCRIPTION 1: QUAL AS EXECUTORS DATE OF DEED : 04/30/18 BOOK: 101 NUMBER PAGES : 4	N/A N/A	.00	QUAL	00%
04/30/18	18709	CITIBANK NA RECORDED TIME: 15:55 DESCRIPTION 1: LONGMARSH DISTRICT DATE OF DEED : 03/29/18 BOOK: 628 NUMBER PAGES : 3	N DZURILLA, ERIN 406 RUSSELL ROAD BERRYVILLE, VA. 22611	N 270,000.00	DBS	100%

513,000
w/imp

105,000

189,200
w/imp

323,600
w/imp

230,800
w/imp

TOTAL COUNTY DEEDS OF PARTITION AND CONVEYANCE: 43
 TOTAL NUMBER OF COUNTY DEEDS OF CORRECTION : 0
 TOTAL NUMBER OF COUNTY WILL/FIDUCIARY : 5

Industrial Development Authority of the Clarke County Virginia
Board of Directors
April 26, 2018 Minutes

A meeting of the Industrial Development Authority of the Clarke County Virginia held in the Berryville/Clarke County Government Center, Berryville, Virginia, on Thursday, April 26, 2018, at 1:00 PM.

Directors Present: Mark Cochran, Brian Ferrell, Paul Jones, David Juday, English Koontz, William Waite

Directors Absent: Paul Jones, Rodney Pierce

Board of Supervisors Liaison Present: David Weiss

County Staff Present: Lora Walburn

Others Present: Rob Goldsmith

1. Call to Order

At 1:00 pm, Mark Cochran called the meeting to order.

2. Adoption of Agenda

David Juday, seconded by English Koontz, moved to adopt the agenda as presented. The motion carried by the following vote:

Mark Cochran	-	Aye
Brian Ferrell	-	Aye
Paul Jones	-	Absent
David Juday	-	Aye
English Koontz	-	Aye
Rodney Pierce	-	Absent
William Waite	-	Aye

3. Presentation by People Inc.

Highlights of presentation by Rob Goldsmith, Executive Director, People, Inc., and Board discussion include:

- People Inc. is a nonprofit corporation, 501c3, educational, charitable organization.
- Started in 1963 as a community improvement group in a small, rural community.
- Known as a community action agency requiring:

- Anti-poverty mission.
- A particular structure for the Board of Directors:
 - A third representing persons served.
 - A third representing the community at large.
 - A third representing the localities having designated People Inc. as its community action agency.
 - Colleen Hillerson is Clarke County's representative on the Board of Directors.
- Main office located in Abingdon, Virginia. Shenandoah Valley Region served out of the Woodstock office.
- Offer the following services in Clarke County:
 - Volunteer income tax preparation – free service.
 - Earned income tax credit outreach program.
 - Offer loans as an alternative to pay-day lenders.
 - Provide budget and financial counseling to persons with financial challenges.
 - Key is to make loans at a much more moderate interest rate, consumer loans are prime plus 5%, to meet immediate needs and aid persons to get back on track.
 - Provide financial / housing counseling to persons wanting to become first-time home buyers.
 - Persons seeking counseling generally have credit issues.
 - Assist persons to formulate a plan to deal with credit issues to improve credit score so that they might qualify for a mortgage.
 - Do not provide permanent financing for home ownership.
 - Assist in preparing loan applications.
 - Work with Virginia Housing Authority and USDA Rural Development.
 - Provide down-payment assistance to persons provided counseling, typically running at about \$10,000 per household. Financial assistance provided as a forgivable loan; and if the buyer lives in the home over five years, the loan will be forgiven 20% for each year lived in the home.
 - Small business and micro enterprise lending services.
 - English Koontz worked with People Inc. on a community development block grant [CDBG] project.
 - No active CDBG in Clarke County at this time; however, there are grants currently available in Culpeper, Fauquier, Rappahannock, and Warren Counties.
 - Have not made any loans to persons in Clarke.
 - Currently, working with a couple of entrepreneurs in Clarke.

- Provide loans to persons unable to get a bank loan.
- Loans are prime plus 3%.
- Typically amortized over 10 years.
- Purpose of loans is to create jobs for low- to moderate-income persons and to help low- to moderate-income entrepreneurs to create wealth and equity in their businesses.
- Depending on the amount of money on hand, loans can be made up to a couple hundred thousand dollars.
- Currently, focusing on smaller loans.
- \$50,000 cap on microenterprise loans.
- Make approximately forty to fifty loans per year.
- Rules for loan include the applicant cannot get a bankable application and business cannot be engaged in anything illegal.
- Business type is entirely up to the entrepreneur.
- Majority of entrepreneur loans are for service businesses.
- Some retail but retail takes more money to have a viable storefront operation than People Inc. lends.
- On occasion, do participate in bank loans if above what People Inc. can loan.
- Cameron Gill is the contact persons on staff for business lending activities.
- Mr. Gill has been working in Clarke County with persons interested in business startups in conjunction with Len Capelli, Economic Development Director.
- Bank referrals are a source of a significant number of good loan applicants.
- Funding Sources:
 - Small Business Administration is the largest funding source.
 - Community development block grant programs.
 - Commercial banks.
- New markets tax credits. Only a tiny portion of Clarke residents are eligible under federal rules.
- Lord Fairfax Community College Small Business Development Center.
 - People Inc. works closely with LFCCSBDC.
 - Provide referrals to each other.
 - LFCCSBDC provides training and technical assistance to people but it does not have a source of lending.
- Not currently involved in any community revitalization projects, which are important and very rewarding.

Chairman Cochran expressed the Authority's appreciation for the presentation.

In conclusion, Mr. Goldsmith thanked the Authority for its time. He asked the Directors to help the organization find entrepreneurs and communities to work in. He noted that the communities in which it has been most effective are those communities where it had the strongest relationships with local government.

David Weiss informed the Authority that People Inc. would be addressing the Board of Supervisors at its May 15 meeting to provide its annual report. He commented that People Inc. was a good organization and has done very good work rehabbing old school buildings, including two in Shenandoah County.

English Koontz remarked that she periodically refers clients to People Inc. She opined that it was a wonderful program and the block grant program was phenomenal.

Treasurer Bill Waite, noting potential investment opportunities for People Inc., put forward that the Authority currently had \$150,000 that could be used to assist persons interested in growing and creating opportunities that would generate revenue and jobs.

4. Approval of Minutes

Bill Waite, seconded by David Juday, moved to approve the January 25, 2018, minutes as corrected changing David Weiss from Absent to Present. The motion carried as follows:

Mark Cochran	-	Aye
Brian Ferrell	-	Aye
Paul Jones	-	Absent
David Juday	-	Aye
English Koontz	-	Aye
Rodney Pierce	-	Absent
William Waite	-	Aye

Bill Waite, seconded by David Juday, moved to approve the April 11, 2018, minutes of the Finance Subcommittee as presented. The motion carried as follows:

Mark Cochran	-	Aye
David Juday	-	Aye
William Waite	-	Aye

5. Treasurer's Report

FY2018 YTD Check Log:

Action: The Treasurer recommends acceptance.

FY	Status	Check No.	Date	Description	Category	Credit	Debit	Balance	Additional Information
2018	Y	537	7/28/2017	Mark Cochran	Director Fees	\$ -	\$ 150.00	\$ 64,578.93	Meeting 02/20, 04/27, 7/27
2018	Y	538	7/28/2017	David Juday	Director Fees	\$ -	\$ 150.00	\$ 64,428.93	Meeting 02/20, 04/27, 7/27
2018	Y	539	7/28/2017	English Koontz	Director Fees	\$ -	\$ 100.00	\$ 64,328.93	Meeting 04/27, 7/27
2018	Y	540	7/28/2017	Rodney Pierce	Director Fees	\$ -	\$ 100.00	\$ 64,228.93	Meeting 02/20, 04/27
2018	Y	541	7/28/2017	Brian Ferrell	Director Fees	\$ -	\$ 100.00	\$ 64,128.93	Meeting 02/20, 07/27
2018	Y	542	7/28/2017	Allan Frederickson	Director Fees	\$ -	\$ 50.00	\$ 64,078.93	Meeting 07/27
2018	Y	543	8/14/2017	LFSBDC	Civic Contributions	\$ -	\$ 6,000.00	\$ 58,078.93	
2018	Y	Dep	9/13/2017	Grafton School	Bond Fees	\$ 18,322.50	\$ -	\$ 76,401.43	
2018	Y	Dep	9/18/2017	LFCC	Bond Fees	\$ 16,147.00	\$ -	\$ 92,548.43	
2018	Y	544	11/16/2017	Mark Cochran	Director Fees	\$ -	\$ 50.00	\$ 92,498.43	Meeting 10/26/2017
2018	Y	N/A	10/31/2017	Bank of Clarke County	Bank Fees	\$ -	\$ 18.00	\$ 92,480.43	Duplicate Bank Statements
2018	Y	545	11/16/2017	Robinson Farmer Cox	Audit	\$ -	\$ 1,635.00	\$ 90,845.43	FY16 Audit
2018	Y	546	11/16/2017	Brian Ferrell	Director Fees	\$ -	\$ 50.00	\$ 90,795.43	Meeting 10/26/2017
2018	Y	547	11/16/2017	Paul Jones	Director Fees	\$ -	\$ 50.00	\$ 90,745.43	Meeting 10/26/2017
2018	Y	548	11/16/2017	David Juday	Director Fees	\$ -	\$ 50.00	\$ 90,695.43	Meeting 10/26/2017
2018	Y	549	11/16/2017	English Koontz	Director Fees	\$ -	\$ 50.00	\$ 90,645.43	Meeting 10/26/2017
2018	Y	550	11/16/2017	Rodney Pierce	Director Fees	\$ -	\$ 50.00	\$ 90,595.43	Meeting 10/26/2017
2018	Y	Transfer	11/16/2017	Checking to Infinex Investments	Transfer	\$ -	\$ 50,000.00	\$ 40,595.43	
2018	Y	Dep	12/5/2017	Shenandoah University	Bond Fees	\$ 19,537.50	\$ -	\$ 60,132.93	Outstanding
2018	Y	Dep	12/29/2017	Shenandoah University	Bond Fees	\$ 3,907.50	\$ -	\$ 64,040.43	2017 Fees
2018	Y	551	1/25/2018	Robinson Farmer Cox	Audit	\$ -	\$ 1,675.00	\$ 62,365.43	FY17 Audit
2018	Y	Dep	2/8/2018	Lord Fairfax Community College	Bond Fees	\$ 3,563.49	\$ -	\$ 65,928.92	2017 Fees
2018	Y	Transfer	3/15/2018	MMDA Account Closure	Transfer	\$ 1,532.45	\$ -	\$ 67,461.37	Close account

Treasurer Bill Waite stated that for transparency the check log would be included in the quarterly meeting packets so that Directors and the public could see checking account activity.

English Koontz, seconded by Brian Ferrell, moved to accept the Treasurer’s report. The motion carried as follows:

- Mark Cochran - Aye
- Brian Ferrell - Aye
- Paul Jones - Absent
- David Juday - Aye
- English Koontz - Aye
- Rodney Pierce - Absent
- William Waite - Aye

Investments:

Action: The Finance Subcommittee recommends acceptance of the following:

- Transfer \$15,000 from checking to investments increasing investment balance to \$100,000.
- Continue to maximize dividends / interest to cover operating costs.
- Divide funds equality across portfolio.
- Review portfolio on an annual basis with Board of Directors.

Bill Waite briefly summarized the discussion from the April 11 Finance Subcommittee meeting specific to the Authority's investments. He informed the Directors that he would meet with Janice Kuhn at least twice per year.

David Juday, seconded by English Koontz, moved to adopt the recommended investment strategy. The motion carried as follows:

Mark Cochran - Aye
 Brian Ferrell - Aye
 Paul Jones - Absent
 David Juday - Aye
 English Koontz - Aye
 Rodney Pierce - Absent
 William Waite - Aye

FY2019 Budget:

Action: The Finance Subcommittee recommends approval.

Industrial Development Authority of the Clarke County, Virginia
 Proposed FY2019 Budget

<u>Expenditures Category</u>	<u>Amount</u>	
Advertising	\$ 400	Public Hearings
Audit	\$ 1,675	RFC
Civic Contributions	\$ 6,000	SBDC LFCC
Director Fees	\$ 1,400	Meeting Attendance
Insurance	\$ 1,300	VACorp
Postage	\$ 25	
Professional Services	\$ 1,250	Legal
Total Expenditures:	\$ 12,050	

<u>Revenues</u>	<u>Estimated Amount</u>	<u>Bond Balance as of 12/2017</u>
Bonds:		
Grafton School, Inc. Bond	\$ 1,100	\$ 3,035,000
LFCC Bond	\$ 3,400	\$ 7,714,039
Shenandoah University Bond	\$ 3,800	\$ 7,815,000
	\$ 8,300	
Interest Income:	\$ 3,000	
Total Revenue:	\$ 11,300	

Bill Waite reviewed the proposed budget noting that revenue and expenditure projections were subject to change.

English Koontz, seconded by Brian Ferrell, moved to approve the FY2019 Budget as recommended by the Finance Subcommittee. The motion carried as follows:

Mark Cochran - Aye

- Brian Ferrell - Aye
- Paul Jones - Absent
- David Juday - Aye
- English Koontz - Aye
- Rodney Pierce - Absent
- William Waite - Aye

Bonds Update:

Action: Information only.

Industrial Development Authority of the Clarke County, Virginia
Outstanding Bonds

Borrower	Bond Type	Date Issued / Resolution	Original Amount \$MM	2017 Fees \$K	Outstanding Balance 2017 \$MM	Date OB
BCCGC County of Clarke	Lease Revenue Bond	5/16/2007	\$4,822,000	N/A		6/30/2016
BCCGC Town of Berryville	Lease Revenue Bond	5/16/2007	\$2,327,000	N/A		6/30/2016
Grafton School, Inc.	Tax exempt Educational Facilities Revenue Refunding Bonds Series 2010	Loan 5/1/2010; Issued 5/28/2010	\$9,225,000	\$1,517.50	\$3,035,000	12/3/2010
Lord Fairfax Community College Educational Foundation, Inc.	Educational Facilities Revenue Bond Series 2012A [Tax exempt] \$8,400,000	11/14/2012; 12/28/2012	\$ 8,400,000	\$ 3,563.49	\$ 7,714,039.14	12/28/2016
Shenandoah University Project	Educational Facilities Revenue Bonds, Series 2011	12/08/2011; 12/15/2011; 12/27/2011; Issue Date 5/31/2012	\$7,815,000	\$3,907.50	\$7,815,000	12/27/2017
				\$8,988.49		

Treasurer Bill Waite stated that the Board was back on track with all bond fees current.

Bank of Clarke County Accounts – Signature Authority.

Action: Bank of Clarke County no longer requires countersignature. The Treasurer recommends amending Industrial Development Authority of the Clarke County, Virginia Bylaws Section 405: Remove “All check or money transfers exceeding \$499 shall be countersigned by the Treasurer and Chair.”

Treasurer Bill Waite, authorized signatory, explained that the Bank of Clarke County can no longer accept a dual signatory for checks of \$500 or greater. He put forth that since the check log would be reported quarterly it was transparent and he recommended that the requirement be removed from the Bylaws.

Mark Cochran, Chair, will complete the requisite paperwork to become an authorized signatory on the account.

David Juday, seconded by English Koontz, moved to approve the change to the Bylaws eliminating the secondary signature and continuing the practice with two authorizes signatures. The motion carried as follows:

Mark Cochran	-	Aye
Brian Ferrell	-	Aye
Paul Jones	-	Absent
David Juday	-	Aye
English Koontz	-	Aye
Rodney Pierce	-	Absent
William Waite	-	Aye

6. Old Business

Waterloo Area Water and Sewer Availability Fee Subsidy Program.

Action: The Finance Subcommittee recommends approval of program document and application form.

Highlights of review:

- Added a checkbox on the application form for new or existing business.
- Amended the application fee amounts.
- Mike Legge, Clerk to the Clarke County Sanitary Authority, reviewed the proposed program and application and supports approval of the documents.
- When approved, the documents will be added to the Authority's webpage on the County website.
- One Waterloo-area business has expressed interest in making application.

English Koontz, seconded by Bill Waite, moved to approve the program document and application form as presented. The motion carried as follows:

Mark Cochran	-	Aye
Brian Ferrell	-	Aye
Paul Jones	-	Absent
David Juday	-	Aye
English Koontz	-	Aye
Rodney Pierce	-	Absent
William Waite	-	Aye

Waterloo Area Water and Sewer - Availability Fee Subsidy Program

The Industrial Development Authority of the Clarke County, Virginia [IDA], in conjunction with the Clarke County Sanitary Authority [CCSA] and at the direction of the Clarke County Board of Supervisors, have developed this program to assist businesses in locating to the Waterloo Area. Interested owners shall make application to the IDA following the process below.

Application: shall include:

- A. The amount of the subsidy requested.
- B. A financial statement of the Owner. *In the case of a closely held corporation, partnership, or limited liability company, financial statements shall be filed for each owner of the entity holding an ownership interest of 10% or more.*
- C. Itemized listing of the local tax revenues that the Owner expects to generate during the contractual period to offset the subsidy amount. *The business owner shall provide detailed documentation to support the tax revenue projections.*
- D. A description/business plan of the business to be operated.
- E. Projected timetable for construction and for commencement of business operations.
- F. An Application Fee of \$250 or one percent (1%) of the total subsidy requested, whichever is greater. *Note: Applicant shall be responsible for legal fees, recording costs, and other incidental costs if incurred.*

Prior to Application Review: An Owner shall participate in a pre-application meeting with County staff and/or representatives from the IDA and CCSA to receive initial feedback on the application and to develop a draft payment schedule.

Application Review: The IDA shall review and act upon the application.

- The IDA may deny the application if it finds, in its sole discretion, that the Owner does not have sufficient financial strength to meet its financial commitments under the program or that the local tax revenue projections of the Owner are not reasonably realistic.
- The IDA may approve a subsidy for an amount less than requested by the Owner.
- Upon approval of an application, the IDA shall enter into an agreement with the Owner. *The IDA and CCSA may require a letter of credit or other form of surety for the Owner's obligations under the agreement, if deemed warranted by the IDA based upon its review of the financial information submitted by Owner.*

Waterloo Area Water and Sewer Availability Fee Subsidy Application

Application Date: _____ New Business Existing Business

Business Name of Applicant: _____

Owner Name: _____

Draft for Approval 07/26/2018

Name of Business Contact: _____

If different from owner

Mailing Address: _____

E-mail Address: _____

Telephone Number: _____

Business Name for which
subsidy being sought: _____

If different from business name of applicant.

Physical Address for which
subsidy being sought: _____

If different from business address above

Water subsidy requested: _____

Sewer subsidy requested: _____

Total subsidy requested: _____

Application Fee: _____

*\$250 or 1% of total subsidy requested whichever is
greater**

Attach the following:

- ✓ A financial statement of Owner. *In the case of a closely held corporation, partnership, or limited liability company, financial statements shall be filed for each owner of the entity holding an ownership interest of 10% or more.*
- ✓ Itemized listing of the local tax revenues that the Owner expects to generate during the contractual period to offset the subsidy amount. *The business owner shall provide detailed documentation to support the tax revenue projections.*
- ✓ A description/business plan of the business to be operated.
- ✓ Projected timetable for construction and for commencement of business operations.

*Note: The Authority has relied on the representations of the Applicant and has not independently verified the information contained in this application, including the financial records. The Authority makes no representation as to the accuracy of the information supplied by the Applicant or the creditworthiness of the Applicant. A valid application must be submitted signed by a representative of the Applicant having the authority to bind the Applicant. *Further, to induce the Industrial Development Authority of Clarke County, Virginia to consider this application, the Applicant agrees to pay all legal fees, recording fees, and other incidental costs of the Authority if applicable.*

Applicant Signature: _____

7. New Business

Director of Public Information

David Weiss told the Directors that the County had hired Cathy Kuehner as its first Director of Public Information, a new full-time position with the County. He remarked that the Supervisors felt that citizens and the County both believed that a centralized way to get out information to

citizens was a needed, necessary step. He indicated that duties were still to be defined; but, in the long-term, it would be good to have all areas utilize this position as a central source.

Mr. Weiss informed the Directors that Ms. Kuehner had held a similar position with a local university for approximately twenty years. He opined that she wrote well referring to her work covering Clarke County for the Winchester Star newspaper.

Mr. Weiss further noted that Ms. Kuehner would meet with the Authority in the future to help determine needs.

David Juday suggested that the Authority discuss at that time what information to provide to businesses interested in locating in Clarke.

Mr. Weiss commented that the Board of Supervisors included \$25,000 in the FY2019 Budget to revamp the County's website.

Hotel Study - Town of Berryville

Highlights of comments include:

- Due to time constraints, Christy Dunkle was unable to prepare a presentation for the Authority's April meeting.
- Questioned bringing in another consultant to perform a marketing study or review demographic information when it seems clear in the last study and clear in all the work that has been done by both the Town and County.
- Questioned updating the study without taking some action on the information already available.
- The Authority hopes to hear that there is an investment group interested in moving forward, and, then, to determine what it can do to assist in moving the project forward.
- The Authority needs to facilitate action.

Next Meeting

Chairman Cochran reminded the Board that the next meeting was scheduled for Thursday, July 26, 2018, at 1:00 pm.

8. Adjournment

At 1:53 pm, **English Koontz, seconded by Bill Waite, moved to adjourn. The motion carried by the following vote:**

Mark Cochran - Aye

Draft for Approval 07/26/2018

Brian Ferrell	-	Aye
Paul Jones	-	Absent
David Juday	-	Aye
English Koontz	-	Aye
Rodney Pierce	-	Absent
William Waite	-	Aye

Minutes recorded and transcribed by: Lora B. Walburn, Executive Assistant - County Administration

**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	55	642
Boyce (Co 4)	8	7	9	10	13	9	12	14	8	14	104
Blue Ridge (Co 8)	6	4	6	7	5	6	5	5	8	8	60
Total # of Billable Calls	90	68	80	85	74	88	83	76	85	77	323
ALS Trips Billed	42	36	46	48	41	53	45	38	34	40	423
BLS Trips Billed	48	32	34	37	33	35	38	38	51	37	383
Total	90	68	80	85	74	88	83	76	85	77	806
Calls Dispatched											
Co 1 Career	51	52	38	57	53	49	40	25	56	39	460
Co 1 Volunteer	3	3	2	6	4	6	6	6	1	6	43
Co 1 Split	57	36	55	48	49	57	49	58	42	43	494
Co 4 Career	4	8	3	7	0	5	6	6	0	3	42
Co 4 Volunteer	1	1	5	5	11	7	1	1	5	4	41
Co 4 Split	12	7	8	11	10	4	15	15	9	14	105
Co 8 Career	0	0	0	0	0	0	0	0	0	0	0
Co 8 Volunteer	8	19	9	25	26	15	10	16	17	15	160
Co 8 Split	3	1	1	0	0	0	0	0	1	2	8
Unknown	1	1	0	0	0	0	3	0	4	0	9
Total # of Calls Dispatched	140	128	121	159	153	143	130	127	135	126	1362
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	\$29,271.06	\$319,135.59

Director's Report to the Library Board For March 2018

Submitted April 17, 2018

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Clarke County

Highlights this Month:

Public Library Association conference:

With the gracious funding from the Robinson Trust we sent six staff and the Director to this essential if snowy conference in Philadelphia. Several key staffers had never been to a national conference before. With the upcoming RFID project these staffers got to visit with all the relevant vendors and get hands on experience with this technology and much more!

Below are just some of the takeaways from this event:

Eliminating the barriers to library services whenever possible. In each session, presenters highlighted their library's particular barriers or challenges to providing excellent service, and then outlined how they were overcoming them. Two sessions dealt with the idea of User-centered design to solve building design and services problems. One session covered the trend of eliminating fines for overdue children's items to eliminate a barrier for families. In another session, the presenters discussed their library's customer service training program which was created to remove barriers to good service and enhance the customer's library experience.

"Innovative Approaches to Circulating Wi-Fi Hotspots" was helpful since Clarke is the first of the three branches to do this. We are a testing ground to see what works and what doesn't. 4 libraries gave their experiences, from the huge NYC library system to much smaller. Some allow holds, some don't. I think it would be a good idea for Handley and Bowman to have half be "Hot Pics", and the other half to be allowed to have holds put on them.

Partnering with school systems to get library cards into the hands of all students. This involves being able to download student information from the schools into library databases. Three libraries shared their experiences of dealing with school and county administrators, negotiating memoranda of understanding, and the varied levels of access that each had chosen to offer. The contacts I made are probably as important as the information shared at PLA.

Successful programs are guided by a defined Library culture, philosophy, or brand.

A pattern that I found among the conference sessions pertaining to my areas of work and interests is staff members were able to define their library system's culture, philosophy, and/or brand. The most informative presenters were able to connect those guiding principles to the purpose and goals of their programs. Examples include a *Customer Service Philosophy* and *Learning Philosophy* that were each the basis of system wide training programs.

Handley Library Reference Desk Redesign:

The redesign of the Reference / Information desk is complete and creates a space that is both less visually cluttered and more open for patron use, interaction and enjoyment.

Before and After:



Month at a Glance

42,873	Library visitors
63,615	Checkouts of books & materials
6,276	Checkouts of eBook, eMagazine, audiobook
129	In-house Library programs
3,076	Attendance at in-house Library programs
7	Outreach programs (presented outside the library)
360	Attendance at Outreach programs

Organizations that helped sponsor or participated in March programs

Apple Blossom Mall	Shenandoah Discovery Museum
Apple Valley Reading Council	Shenandoah University interns.
Belle Grove Plantation	Shenandoah University students
Blue Ridge Dog Training Club	Shenandoah Valley Chess Club
Clarke County Parks & Recreation	Southern Academy of Irish Dance
Colonial Dames	Stonewall Elementary School
Dick Creasy, facilitator for history book club	Valley Makers Association
Dragon Fire Comics	Winchester Chapter of the Embroidery Guild of America, Tapestry Project
Four-Color Fantasies	Winchester City Sheriff's Office
Indian Hollow Elementary School	Winchester Book Gallery
La Leche League, Natasha Ossinova	
Old Town Winchester St. Patrick Day events	

Outreach—where library staff went in March

Apple Blossom Mall, Read Across America
Discovery Museum
Indian Hollow Elementary School
Museum of the Shenandoah Valley Heritage Conference
Sneakers Preschool
Stonewall Elementary School
Village at Orchard Ridge

Adult Services, Adrienne Davis

Adrienne and Tory Gallery went to the Villages at Orchard Ridge to give a demonstration of online resources to about thirty residents. Many questions were answered and one woman said “I’m so happy I came to this today!” John and Mary gave out library cards to all who needed them.

Another successful workshop for adults was given on Winter Sowing. The public asked at the end of the event about more upcoming fun events!

Bowman Operations, Kim Bean

With a generous donation of \$5,000 from Sandra Armstrong, the following new technology was purchased for the Bowman Library: Two touchscreen computers to replace the oldest PAC (Public access catalog) computers in the adult area, another game computer for the children’s area, and an XBOX game player. By eliminating the tired-looking, ailing, beige PAC computers, a highly visible area is now looking quite up-to-date and is much more functional.

The children's area now has four game computers with colorful, kid-friendly keyboards, and the XBOX will enhance the library's teen programming.

We delivered 200 paperback books to the Northwestern Regional Detention Center on March 28, bringing the total donated to the Center this fiscal year to 720 books. In a recent email, Lt. Tana Jones, of the Center's Support Services Division, expressed her appreciation for HRL's efforts: "I really appreciate the fact that the library is donating the books to our facility so that we can provide reading material for our inmate population. The partnership is very important and serves so many. Anything we can ever do for you, please let me know."

Youth Services, Donna Hughes

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

Donna read stories at the Read Across America event held at Apple Blossom Mall on March 1.

Business Manager and Handley Operations, Ann White

Annual Local Choice Health Benefits Administrator Meeting: Attended the annual meeting of benefits administrators conducted by the Virginia Department of Human Resources for The Local Choice health insurance employers. Brenda Fristoe also attended this meeting. Her attendance has enabled her to better understand the library's health insurance program and will be beneficial when we distribute open enrollment information to employees this spring.

Teen Room updates: Furnishings have arrived and are scheduled to be installed on April 6, 2018.

Friends of Handley Regional Library, Barbara Dickinson

The spring book sale for 2018 was the priority event for this month. Book drop-off morning on Saturday, March 10 brought many boxes of donations. These donations could not all be sorted and were completed at the Big Sort Monday, March 12. The library was closed for 2 days causing the sale to close due to bad weather. This is the only time weather has impacted the sale since Bowman Library opened 17 years ago. This sale takes over 800 volunteer hours to produce. Even with 2 less days, the book sale proceeds were \$18,698. This amount allowed the book sale to meet the Friends budget plan of \$50,000 in income for this year.

Circulation Services, Mary Anton

Negotiated an additional 25% savings (on top of a promotional 35% off) in the price of outside book returns to allow for a new drop at both Bowman and Handley within our budget.

Completed the last off-site TLC training session for Circulation and Adult Services staff. We anticipate cutting over to the web-based circulation module by the end of April.

Clarke County Library, Laurine Kennedy

Wi-Fi hotspots continue to be very popular. They never sit on the shelf for more than a half of a day. As time goes we are figuring new policies and checkout rules.

On March 17 the branch held the second Spring Garden Talk at the Barns of Rosehill. We had 21 in attendance.

Virginia Transit Clarke County Demand Response Metrics

Month	Service Days	Service Hours	Passengers	Miles Traveled
Jan-18	22	88	185	1162
Feb-18	20	80	148	1111
Mar-18	21	84	172	1208

**ZONING AND SUBDIVISION ORDINANCE UPDATE PROJECT
PROGRESS REPORT (MAY 2018)**

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

- Work Plan Items in Process: Additional meetings have been scheduled to revisit issues that have been forwarded to the County Attorney for review or tabled by the Committee for continued discussion. Issues reviewed or completed since the April report include:
 - Process Maps. Staff has completed the development of maps for each regulatory process in the Zoning and Subdivision Ordinances. In addition to being used as a tool to evaluate each process for the update project, the maps will also be used as a basis for the revised ordinance language and for customer-oriented information that will go in the new Guidance Manual. Each map includes a description of the process and a step-by-step outline from pre-application activities to final approval. The maps also include a list of Staff’s concerns for discussion by the Committee. A full evaluation of the process maps will take place following review of the policy and technical issues,

 - Evaluate site plan/subdivision plat review processes and update where necessary (T17) – The Committee reviewed this issue at their April 11 meeting using process maps prepared by Staff. Concerns discussed included combining the preliminary and record plat processes into a single-step process for subdivision review, creating formal processes for minor subdivisions and administrative review of site plan amendments, discussing whether to continue requiring public hearings for major subdivision and site plan applications, and whether to continue having the Commission as the approval authority for site plans.

The Committee also conducted extensive work on several smaller policy and technical issues at their April 25 meeting.

- Upcoming Meetings Scheduled:
 - #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) – Continue review of policy and technical issues

 - #14, Tuesday, June 5 (2:00PM) – Continue review of policy and technical issues; begin review of process maps

- #15, Thursday, June 21 (2:00PM) -- Continue review of policy and technical issues and the review of process maps
- #16, Wednesday, July 11 (2:00PM) – Complete review of policy and technical issues and the review of process maps
- Staff Items In Process:
 - Development of framework for Zoning and Subdivision Ordinances – due by May 31
 - County Attorney review of previous policy issues
 - Initial development of the Guidance Manual outline