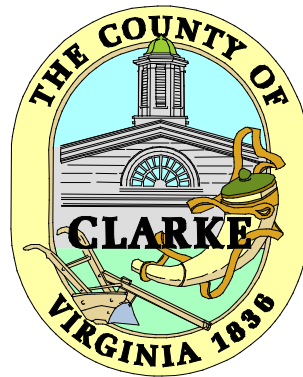


# Clarke County Board of Supervisors



## Regular Meeting Packet October 16, 2018



# Clarke County Board of Supervisors Regular Meeting Agenda

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

Item	October 16, 2018	Packet Page
<b>Afternoon Session 1:00 PM</b>		
1. Call To Order		5
2. Adoption Of Agenda		6
3. Citizen's Comment Period		7
4. VDOT		8
5. VACo 2018 Voting Credentials. Action: Assign Voting Delegates for the 2018 VACo Conference November 11 thru 13, 2018.		9
6. Legislative Priorities 2019. Action: Initial Review		13
7. Economic Development Services Contract. Action: Discussion and Direction.		38
8. BoS Minutes: September 18, 2018, Regular Meeting		39
9. Consent Agenda:		65
A. Resolution Adopting a Natural Hazards Mitigation Plan for Clarke County, Virginia 2018-12R - DRAFT		66
B. Conservation Easement Authority: Applications for Donation – Shockey, Williams		67
10. Board of Supervisors Personnel Committee Items for October 9, 2018		73
A. Expiration of Term for appointments expiring through December 2018. <b>Action: The Personnel Committee recommends:</b>		74
– Appoint Doug Lawrence to the Fire and EMS Commission at the recommendation of J. H. Enders Volunteer Fire and Rescue Company replacing Van Armacost. Mr. Lawrence's appointment expires August 31, 2019.		
– Reappoint Jacob White to the Fire and EMS Commission at the recommendation of Blue Ridge Volunteer Fire and Rescue Company to a term expiring August 31, 2019.		
B. Commonwealth Attorney Anne Williams Staffing. Action: Information Only.		73
11. Board of Supervisors Work Session Items for October 9, 2018		87
A. Clarke County Public Schools Career and Technical Education Update by Superintendent Chuck Bishop. Action: Information Only. Superintendent Bishop was unable to attend due to a scheduling conflict.		87
B. Fire and EMS Update by Director of Fire, EMS, and Emergency Management Brian Lichty Action: Information Only.		87
Distributed at Meeting		
C. Go Virginia Region 8 Board Enhanced Capacity Building Funds for the Shenandoah Valley Talent Solution Strategy Grant Application. <b>Action: Discussion.</b>		88
D. Legislative Priorities 2018. <b>Action: See Item 6.</b>		13
12. Board of Supervisors Finance Committee Items for October 9, 2018		99

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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10/11/2018 10:47 AM



# Clarke County Board of Supervisors Regular Meeting Agenda

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

Item	October 16, 2018	Packet Page
A. Supplemental Appropriation –		99
a) School Resource Officer. Action: The Finance Committee recommends: <i>"Be it resolved that FY 19 budgeted expenditure and appropriation to the Sheriff's budget be increased \$69,509, and Commonwealth revenue be increased \$31,327, and that the designation for Government Savings be decreased \$38,272, all for the purpose of providing an additional School Resource Officer to the Clarke County Public Schools."</i>		100
b) Grant from Blandy Farm to Clarke County Public Schools. Action: Subsequent to the Finance Committee meeting, the Superintendent requested the following action, as previously approved by the School Board: <i>"Be it resolved that FY 19 budgeted expenditure and appropriation to the School Operating Fund be increased \$53,013, and that revenue from Blandy Farm be recognized in the same amount, all for the purpose of carrying out an education program concerning the preservation of the Chesapeake Bay. "</i>		99
B. Transfers:		99
a) Public Information: <i>"Be it resolved that \$52,765 be transferred from the Contingency for Engineering and Architecture to the Public information Accounts"</i> .		107
b) Sheriffs Office: <i>"Be it resolved that \$38,896 be transferred from the Convenience Center operations account to Sheriff's Office salary and benefits for the purpose of correcting a budgeting error."</i>		107
c) Parks Admin Health Insurance: <i>"Be it resolved that \$7,790 be transferred from Personnel Contingency to Parks Admin to account for an addition to health insurance."</i>		107
d) Planning Admin Health Insurance: <i>"Be it resolved that \$7,793 be transferred From Personnel Contingency to Planning Admin to account for an addition to health insurance."</i>		107
C. FY 18 Year End Transfers. <i>"Be it resolved that budgeted expenditure be transferred per the attached statement for the purpose of covering overdrawn FY2018 accounts from underdrawn FY2018 accounts"</i> .		108
D. FY 18 to FY 19 Capital Carryover. <i>"Be it resolved that budgeted expenditure and revenue of the School Capital and Government Capital budgets be carried forward from FY2018 to FY2019 as stated in the documents attached "</i>		110
E. Bills and Claims Invoice History Report. Action: The Finance Committee recommends acceptance.		112
F. Standing Reports. Reconciliation of Appropriations. Action: Information only.		119
13. Government Projects Update		120

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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10/11/2018 10:47 AM



# Clarke County Board of Supervisors Regular Meeting Agenda

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

Item	October 16, 2018	Packet Page
14. Miscellaneous		121
15. Summary Of Required Action		122
16. Board Member Committee Status Reports		123
17. Closed Session [ <i>if necessary</i> ]		124
<hr/>		
<b><i>Evening Session 6:30 pm</i></b>		
18. Citizen's Comment Period		125
19. Cost of Community Services Report by Terance Rephann, Weldon Cooper		126
20. Adjournment		192
<hr/>		
Reports in October Packet:		192
– Building Department		193
– Commissioner of the Revenue		205
– Emergency Medical Services		223
– Handley Regional Library		224
– Virginia Transit Clarke County Demand Response Metrics		231
– Zoning And Subdivision Ordinance Update Project Progress Report		232

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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10/11/2018 10:47 AM



# Clarke County Board of Supervisors

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## Call to Order

# Adoption of Agenda

# Clarke County Board of Supervisors

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## Citizen Comment Period

# Clarke County Board of Supervisors

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**VDOT**

VACo 2018 Annual Meeting  
Voting Credentials Form

Form may be returned by mail, fax (804-788-0083) or email [vrussell@vaco.org](mailto:vrussell@vaco.org)

Voting Delegate:  
(Supervisor)

Name \_\_\_\_\_

Title \_\_\_\_\_

Locality \_\_\_\_\_

Alternate Delegate:  
(Supervisor)

Name \_\_\_\_\_

Title \_\_\_\_\_

Locality \_\_\_\_\_

Certified by:  
(Clerk of the Board)

Name \_\_\_\_\_

Title \_\_\_\_\_

Locality \_\_\_\_\_

---

VACo 2018 Annual Meeting  
Proxy Statement

\_\_\_\_\_ County authorizes the following person to cast its vote at the 2018 Annual Meeting of the Virginia Association of Counties on November 13, 2018.

\_\_\_\_\_, a non-elected official of this county.

**-OR-**

\_\_\_\_\_ a supervisor from \_\_\_\_\_ County.

This authorization is:

Uninstructed. The proxy may use his/her discretion to cast \_\_\_\_\_ County's votes on any issue to come before the annual meeting.

Instructed. The proxy is limited in how he/she may cast \_\_\_\_\_ County's votes. The issues on which he/she may cast those votes and how he/she should vote are:  
(List issues and instructions on the back of this form)

Certified by: Name \_\_\_\_\_

Title \_\_\_\_\_

Locality \_\_\_\_\_

**President**

Sherrin C. Alsop  
King and Queen County

**President-Elect**

Tim A. Reeves  
Wythe County

**First Vice President**

Stephen W. Bowen  
Nottoway County

**Second Vice President**

Jeff C. McKay  
Fairfax County

**Secretary-Treasurer**

Donald L. Hart, Jr.  
Accomack County

**Immediate Past President**

Mary W. Biggs  
Montgomery County

**Executive Director**

Dean A. Lynch, CAE

**General Counsel**

Phyllis A. Errico, Esq., CAE

**TO:** Chairs, County Board of Supervisors  
County Chief Administrative Officers

**FROM:** Dean A. Lynch, CAE  
Executive Director



**RE:** Voting Credentials for the VACo Annual Business Meeting

**DATE:** September 19, 2018

The 2018 Annual Business Meeting of the Virginia Association of Counties will be held on Tuesday, November 13, at 9:00 a.m. at the Omni Homestead in Bath County.

Article VI, VACo Bylaws, states that each county shall designate a representative of its board of supervisors to cast its vote(s) at the Annual Business Meeting. However, if a member of the board of supervisors cannot be present for this meeting, the Association's Bylaws allow a county to designate a non-elected official from your county or a member of a board of supervisors from another county to cast a proxy vote(s) for your county.

For your county to be certified to vote at the Annual Business Meeting, (1) your annual dues must be paid in full and (2) either a completed Voting Credentials Form or a Proxy Statement must be submitted to VACo by November 1, 2018. Alternatively, this information may be submitted to the **Credentials Committee at its meeting on Monday, November 12, at 1:00 p.m. in the Monroe Room** or to the conference registration desk before this meeting.

We look forward to seeing you in November.

1207 E. Main St., Suite 300  
Richmond, Va. 23219-3627

Phone: 804.788.6652  
Fax: 804.788.0083

Email: [mail@vaco.org](mailto:mail@vaco.org)  
Website: [www.vaco.org](http://www.vaco.org)

**President**  
Sherrin C. Alsop  
King and Queen County

**President-Elect**  
Tim A. Reeves  
Wythe County

**First Vice President**  
Stephen W. Bowen  
Nottoway County

**Second Vice President**  
Jeff C. McKay  
Fairfax County

**Secretary-Treasurer**  
Donald L. Hart, Jr.  
Accomack County


**Immediate Past President**  
Mary W. Biggs  
Montgomery County

**Executive Director**  
Dean A. Lynch, CAE

**General Counsel**  
Phyllis A. Errico, Esq., CAE

**TO:** Chairs, County Board of Supervisors  
County Chief Administrative Officers

**FROM:** Dean A. Lynch, CAE  
Executive Director



**RE:** Nominations for VACo leadership

**DATE:** September 19, 2018

During the 2018 VACo Annual Conference, the Nominating Committee will be recommending leadership positions for 2019. The Nominating Committee will meet at 4:00 p.m. in the Appalachian Room on Monday, November 12th during VACo's Annual Conference at the Omni Homestead.

## EXECUTIVE COMMITTEE NOMINATIONS

The Nominations Committee is charged to nominate candidates for the VACo Executive Committee. These positions include President, President-Elect, First Vice President, Second Vice President, and Secretary-Treasurer to be elected at the Annual Business Meeting. Please send your expressions of interest and nominations to the Committee or to VACo's Executive Director at [dlynch@vaco.org](mailto:dlynch@vaco.org).

## REGIONAL DIRECTOR NOMINATIONS

Pursuant to VACo's By-Laws, "regional directors shall be selected at the Annual Meeting by the member counties located within the region which the director will represent."

Regional caucuses will be scheduled during the Annual Meeting to select directors. Incumbent regional directors should chair the caucuses. Reports should be given to VACo's Executive Director by 6:00 p.m. on Monday, November 12th. The attached list shows the regional directors that must be selected.

1207 E. Main St., Suite 300  
Richmond, Va. 23219-3627

Phone: 804.788.6652  
Fax: 804.788.0083

Email: [mail@vaco.org](mailto:mail@vaco.org)  
Website: [www.vaco.org](http://www.vaco.org)



- Region 1.....John M. Seward (Surry County)
- Region 3.....Frank J. Thornton (Henrico County)
- Region 5.....Ann H. Mallek (Albemarle County)
- Region 6.....Barbara J. Byrd (Clarke County)
- Region 7.....Paul Trampe (Spotsylvania County)
- Region 8.....Maureen Caddigan (Prince William County)
- Region 8.....Daniel G. Storck (Fairfax County)
- Region 8.....Sharon Bulova (Fairfax County)
- Region 8.....Phyllis J. Randall (Loudoun County)
- Region 8.....John Vihstadt (Arlington County)
- Region 11.....Bill Thomasson (Bedford County)
- Region 12.....Adam Kidd (Bland County)

Past Presidents:  
 Mary Biggs  
 Judy Lyttle  
 Penelope A. Gross





## 2018 Legislative Priorities and Positions for Clarke County 11/21/2017 Revision

### Issue: Broadband

Clarke County urges the Commonwealth and Federal Government to assist communities in their efforts to deploy universal, affordable access to broadband for all areas, particularly in under-served and rural areas. Additionally, Clarke County opposes mandates that limit or restrict local use authority for the siting of telecommunications infrastructure or result in a negative fiscal impact to county budgets.

### Issue: Drug Courts, Treatment, and Substance Abuse Assistance

Clarke County urges the General Assembly to continue and expand the use of Drug Courts, treatment, and substance abuse assistance in an effort to provide a more complete and less costly alternative to employing only the criminal justice system to resolve the issues surrounding substance abuse.

### Issue: Education

Clarke County supports full funding of Virginia's Standards of Quality as recommended by the Board of Education. The Commonwealth should fund its share of the true cost of K-12 public education without reducing other parts of the budget affecting local government or shifting costs from the Commonwealth to localities.

In addition to meeting its obligations to fund fully instructional staff, Clarke County believes the Commonwealth should meet its obligation to fund fully the support side of K-12. Full restoration should be made of the cuts made in since 2009 in areas related to support staff funding including the elimination of the funding cap on support positions, reinstatement of the Cost of Competing funds for support staff, etc.

Clarke County supports legislation to adjust the calculation of the local Composite Index to base its Real Estate value calculations on use-value instead of true value in localities that have adopted use-value taxation.

### Issue: Ethics Rules

Clarke welcomes a review of the Commonwealth's Ethics Rules but believes that the rules that affect local jurisdictions and their Boards, Commissions, Authorities and Committees are strong enough today. Clarke cautions that any increase to the ethics rules affecting localities could prove detrimental to getting people to serve in local government positions. On the State level, Clarke supports the idea of recording the votes of individual members of the General Assembly at all subcommittee meetings.

### Issue: Funding for State Mandated Positions and Jails

Clarke County urges the Commonwealth to meet its full funding obligations for Constitutional Officers and their state mandated positions. In addition, Clarke requests that the state budget be amended to fund local and regional jails

## 2018 Legislative Priorities And Positions For Clarke County

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based on actual costs as determined by the Annual Jail Cost Report, published by the Compensation Board.

### Issue: Land Conservation

Clarke County supports the Purchase of Development Rights program, the Tax Credit program for the donation of easements, the transferability of tax credits.

### Issue: State Tax Reform, Cost and Revenue Shifting and State Year-end Surplus Funds

Clarke County calls upon the Commonwealth to restructure state income, sales and use taxes to address anachronistic tax policies. Tax reform is required to help buttress the Commonwealth's General Fund that finances most core government functions and must be stabilized to meet current and foreseeable core service demands. Failure to address this need has resulted in the unfair gradual shifting of costs and the outright reduction in aid to localities to balance the state budget. With each passing year Clarke County has been required to raise real estate taxes in order to incrementally subsidize a variety of traditionally state funded (or state shared) costs (Compensation Board, Registrar, Cooperative Extension, Line of Duty, Social Services and the court system for example). This cost shifting places a tremendous burden on a regressive real estate tax system. Cost shifting must stop and the tax system must be reformed to reduce the burden on the real estate tax. Action must be taken to restore "Aid to Localities".

At a minimum tax reform should meet the following criteria:

- Reduction of local dependence on the real estate tax.
- Address fairness in taxing structures and "level the playing field" to eliminate unequal treatment; for example, ensuring the collection of sales tax from internet sales thereby promoting uniformity and fairness in the tax treatment of businesses selling goods in the Commonwealth.
- Offset any change that reduces or eliminates an existing local funding source by a new or expanded source. Clarke County opposes repeal of the machinery and tools tax or the BPOL tax unless such offset is guaranteed.
- Ensure equal taxing authority to towns, cities and counties. Clarke County's support for equal taxing authority is broad and includes requesting and supporting action by the General Assembly for partial measures such as authorizing the imposition of meals tax and cigarette and tobacco tax without need for referendum.
- Protection of the commonwealth's general fund and preservation for core government functions such as public education, health and human services, public safety, natural resources and environmental services. Transportation maintenance and improvements should be paid by user fees.

## 2018 Legislative Priorities And Positions For Clarke County

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### Issue: Water Availability

Clarke County supports proactive state action in reviewing and establishing regulations and programs to ensure that localities water sources are protected and that water quantity, as well as quality be protected.

### Issue: Water Quality

Clarke County supports cost effective measures aimed at reducing loadings of pollutants in state waters from both point and non-point sources but urges the Commonwealth to consider the impacts of such measures will have on both local governments and agriculture. Further, Clarke believes reliable forms of financial and technical assistance will be required to help localities and agriculture meet the Commonwealth's goals with regard to water quality.

# 2018 Legislative Program

Virginia Association of Counties  
1207 E. Main St., Suite 300  
Richmond, VA 23219



October 16, 2018, Clarke County Board of Supervisors Regular Meeting Packet



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# 2018 Legislative Program Virginia Association of Counties

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Economic Development and Planning	p. 3
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Environment and Agriculture	p. 7
Finance	p. 12
General Government	p. 14
Health and Human Services	p. 16
Transportation	p. 18

39 **VACo's 2018 Overarching Legislative**  
40 **Priority Position**  
41  
42

43 Increase Education Funding

44 To assure each child in Virginia a quality education necessary for his or her success,  
45 VACo calls upon the Governor and General Assembly to fully fund the Standards of  
46 Quality as recommended by the Board of Education, where these recommendations  
47 coincide with prevailing local practice, as well as the Standards of Accreditation.  
48

49 The provision of a quality education for all Virginia's children is the most important  
50 function of state and local government. The infusion of K-12 funding provided in the  
51 2016 General Assembly session and the additional dollars supplied in 2017 were steps in  
52 **the right direction toward restoring the state's partnership with localities in fulfilling**  
53 this critical mission. However, when adjusted for inflation, state direct aid per-pupil  
54 spending on public education in FY 2018 is less than funding levels in FY 2006. With  
55 increased educational mandates, increased numbers of students, increased numbers of  
56 students with special needs, and state policy changes that decreased education funding,  
57 local school divisions have had to eliminate important academic programs, cut  
58 instructional and support staff, and increase class sizes, despite strong local efforts to  
59 improve efficiencies in public education.  
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82 ECONOMIC DEVELOPMENT AND  
83 PLANNING

84  
85 Priorities

86  
87 Broadband

88 VACo urges the Commonwealth and the Federal Government to assist  
89 communities in their efforts to deploy universal affordable access to broadband  
90 for all areas, particularly in underserved and rural areas. Additionally, VACo  
91 opposes mandates that limit or restrict local land use authority for the siting of  
92 telecommunications infrastructure or result in a negative fiscal impact to county  
93 budgets.

94  
95 Proffers and Growth Management Tools

96 VACo supports changes to the conditional zoning law to allow greater flexibility  
97 in the process for determining impacts to be addressed when considering an  
98 application for development.

99  
100 VACo also supports legislation that grants localities additional tools to adequately  
101 meet increasing needs for public services driven by new development without  
102 burdening current residents with the cost of new growth through increased real  
103 estate taxes. Such additional tools may include broad impact fee authority for all  
104 counties, and adequate public facilities provisions.

105  
106 Positions

107  
108 Land Use

109 VACo supports maintaining local authority to plan and regulate land use and  
110 opposes any legislation that weakens these key local responsibilities.

111  
112 Enhanced Coordination between Workforce System and K14  
113 Education

114 VACo supports changes in curriculum and funding that will increase the number  
115 of students leaving the K14 system with workforce ready credentials.

116  
117 VACo also supports innovative models for schools to give academic credit for  
118 students who earn industry workforce skills through certifications, or licensure  
119 from an approved education or training provider.

120  
121 Regulation of Home-based Businesses

122 VACo opposes any legislation that limits or restricts local authority to regulate  
123 home-based businesses, including short term rentals, regardless of whether  
124 services or goods are purchased through an online hosting platform.

125  
126

127 Affordable and Workforce Housing  
128 VACo supports maintaining federal and state funding and appropriate incentives  
129 to assist localities in fostering affordable housing, as well as workforce housing  
130 for employees such as teachers and first responders.

131  
132 Economic Development  
133 VACo supports economic development policies and programs that bolster local  
134 and regional development efforts by maintaining state funding and granting  
135 additional funding and authority to promote local and regional initiatives. This  
136 includes the provision of adequate funding for the Agriculture and Forestry  
137 Industries Development Fund (AFID); the Commonwealth Opportunity Fund;  
138 and the operations of the Virginia Economic Development Partnership (VEDP).  
139 **VACo also supports state funding for Virginia’s planning district commissions,**  
140 **which play a key role in addressing regional challenges.**

141  
142 Impacts of Federal and Military Facilities  
143 VACo supports maintaining federal and state funding and technical assistance to  
144 mitigate the impacts on counties affected by federal budget cuts and to sustain  
145 current and future federal facilities in Virginia. VACo supports state and local  
146 partnerships to work to prevent encroachment and non-compatible land uses  
147 next to military installations. VACo also supports workforce training and  
148 retraining for programs that support Defense activities in Virginia.

149  
150 Maintain Public Sector Role in Onsite Sewer Program  
151 VACo supports an onsite sewage program at the Virginia Department of Health  
152 (VDH) that protects public health and the environment in all regions of the  
153 Commonwealth. The Commonwealth should give special focus to addressing the  
154 challenge of failing septic systems and allow localities authority to develop and  
155 **implement policies that support the state’s program. VACo supports the private**  
156 **sector providing onsite sewage system design, installation and repair services, as**  
157 **long as the services can be provided at affordable rates and in a timely manner,**  
158 **and as long as VDH continues to provide these direct services as well.**

159  
160 Siting of Transmission Lines  
161 VACo supports requiring utilities to seek input from localities and property  
162 owners before any actions to construct, modify or enlarge transmission facilities.

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# EDUCATION

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## Priority

### Education Funding

VACo urges the General Assembly to provide full state funding for public education, including the Standards of Quality (SOQ) as recommended by the Board of Education, where these recommendations coincide with prevailing local practice; targeted incentive programs; capital and maintenance support; and teacher salaries. Full state funding should be achieved without reduction to other parts of state public education budgets or to other core services. The state must recognize that in FY 2016 local school divisions spent approximately \$3.9 billion above required local effort. VACo opposes proposals to divert state or local education funds from local school divisions. Major proposed changes to high school graduation standards will require additional resources to implement and those costs must be allocated fairly between the state and localities.

VACo supports the current practice whereby all year-end funds appropriated to the school divisions by the locality revert to the locality, retaining discretion with the governing body to evaluate and approve the reallocation of year-end fund balances.

## Positions

### Composite Index Appeal process

VACo supports legislation that would establish an appeals process for local governments to challenge computation of the Local Composite Index.

### Composite Index, Use Value

VACo supports legislation to adjust the calculation of the Local Composite Index for public school funding by directing the Department of Education to adjust its funding calculations for the local ability to pay by using the use-value assessment of real property, instead of the true value, in localities that have adopted use-value taxation.

### Charter Schools

VACo opposes legislation that provides authority for the State Board of Education to establish charter schools.

### Early Childhood

VACo supports efforts to increase at-risk children's access to high-quality, enriching learning environments, including flexibility for localities participating in the Virginia Preschool Initiative and Head Start.

219 Funding Support Personnel  
220 In addition to meeting its obligations to fully fund instructional staff, the  
221 Commonwealth should meet its obligation to fully fund the support side of K-12.  
222 Since 2009, Virginia has implemented sizable structural budget cuts to K-12,  
223 particularly in the area of support, costing localities more than \$1.7 billion per  
224 biennium statewide. VACo supports full restoration of these cuts, including  
225 elimination of the funding cap on support positions, and full reinstatement of the  
226 Cost of Competing Adjustment (COCA) for support staff. Adequate state funding  
227 for support staff and operations is critically important for the operation of any  
228 school system.

229  
230 Library System  
231 VACo supports maintaining the level of funding of financial aid to the library  
232 system at levels budgeted for FY 2018.

233  
234 School Safety  
235 VACo supports funding to improve school security, including but not limited to  
236 funding that would serve as an incentive for local school divisions to hire School  
237 **Resource Officers (SROs) to assure the protection of Virginia's school children.**

238  
239 Special Education Regional Tuition Reimbursement Program  
240 If a new model for distribution of funding for special education students with  
241 intense support needs is implemented, such a model should be phased in  
242 gradually, with state dollars provided to enable school divisions that would  
243 otherwise experience reductions in funding to continue to meet federal  
244 maintenance of effort requirements.

245  
246

# ENVIRONMENT AND AGRICULTURE

## Priorities

### Water Quality Improvement Funding

VACo supports effective partnerships among and across all levels of government to improve water quality.

VACo urges state and federal agencies to consider impacts on local governments of any initiatives intended to reduce loadings of pollutants into state waters from both point and non-point sources. In order for comprehensive, watershed-wide water quality improvement strategies to be effective, major and reliable forms of financial and technical assistance from federal and state governments will be necessary. VACo supports the goal of improved water quality, but will oppose provisions of any strategy that penalizes local governments by withdrawing current forms of financial assistance or imposing monitoring, management or similar requirements on localities without providing sufficient resources to accomplish those processes. VACo opposes the imposition of a state fee, tax or surcharge on water, sewer, solid waste or any service provided by a local government or authority.

### Hydraulic Fracturing

Advances in technology for the extraction of natural gas known as **“hydraulic fracturing”** has the potential to tap vast reserves in what are known as the Marcellus shale and Taylorsville Basin deposits. Concerns about how the process of hydraulic fracturing could impact both public and private groundwater supplies have been raised both regionally and nationally. VACo supports a state regulatory program that addresses these concerns while protecting the authority of local governments to regulate and/or ban this type of mining activity through their land use ordinances.

Specifically, VACo supports a regulatory program with the following components:

- A requirement for permit applicants to provide certification to the Department of Mines, Minerals and Energy that the activity and associated activities are consistent with applicable local ordinances;
- Authority for local governments to require documentation that all state requirements are met as a condition for local approval;
- Requirements for operators of hydraulic fracturing operations to demonstrate adequate financial assurance to ensure the availability of adequate resources to correct any damages that could result from drilling operations;

- 292 • Through a portion of permit fee revenues, establish a state fund to  
293 defray local costs that would be associated with the training of first  
294 responders as preparation for emergencies stemming from fracturing  
295 activities;
- 296
- 297 • To assure continuity in protection of health and natural resources, that  
298 provisions in the Memorandum of Agreement between DMME and  
299 DEQ of August 12, 2014 be strengthened and perpetually  
300 institutionalized by statute or regulation; and
- 301
- 302 • VACo supports the disclosure of all chemicals and chemical mixes used  
303 **in the “fracking” process prior to their use.**
- 304

## 305 Positions

### 307 Aquifer Protection

308 VACo supports initiatives by the state to assure adoption of actions to reduce  
309 **high chloride concentrations and loss of artesian head pressure in Virginia’s**  
310 aquifers. VACo also requests that the Commonwealth conduct a review of  
311 regulations, and promote education to promote reclamation of water on a local  
312 level for industrial and irrigation uses to offset future demands on all ground and  
313 surface water used for human consumption in the Commonwealth.

### 315 Biosolids

316 VACo contends that the land application of exceptional quality and Class B  
317 biosolids, when conducted properly, provides important benefits to the public  
318 **and Virginia’s agricultural sector. To reduce risks that might occur because of**  
319 improper land application, VACo supports an effective statewide program and  
320 regulations governing land application of biosolids that protect the environment,  
321 public health and safety. VACo also supports the ability of local governments to  
322 monitor compliance with such regulations. To address concerns of neighboring  
323 property owners, VACo supports the ability of local governments to suggest  
324 amendments to biosolids permits as they are being considered by the Department  
325 of Environmental Quality.

### 327 Dam Safety

328 VACo supports dam safety regulations that do not impose unreasonable costs on  
329 dam owners whose structures meet current safety standards. VACo encourages  
330 DCR to institute reasonable calculations of probable maximum precipitation  
331 rainfall amounts that accurately identify at-risk structures and facilitate the most  
332 efficient targeting of scarce resources to the neediest structures. VACo supports  
333 programs that keep downstream owners and developers aware of potential  
334 inundation zones. VACo also supports sufficient state and federal funding for the  
335 repair and maintenance of dams.

338 Energy Efficiency  
339 VACo endorses initiatives among all levels of government to reduce dependence  
340 upon foreign sources of energy, to reduce emissions of greenhouse gases and to  
341 improve energy efficiency. VACo supports production of renewable energy in  
342 Virginia through the implementation of Renewable Portfolio Standards. VACo  
343 also supports responsible policies that enable coal and natural gas extraction,  
344 processing and transport while protecting agriculture and water resources.  
345

346 Invasive Species and Noxious Weeds  
347 VACo supports adequate funding to implement the Virginia Invasive Species  
348 Management Plan. The Plan identifies strategies to prevent and control damage  
349 caused by invasive species. VACo supports amendments to the definition of  
350 **“noxious weeds” to enable a wider** number of known invasive plants to be  
351 considered for regulation by the Virginia Department of Agriculture and  
352 Consumer Services (VDACS), with consideration of any commercial impacts to  
353 Virginia growers and retailers, so that sales and transport of designated invasive  
354 plants can be prohibited in a manner that helps protect parks and green spaces,  
355 **with negligible impacts to Virginia’s nursery industry.**  
356

357 Land Conservation  
358 VACo supports targeted initiatives to facilitate the protection of land for  
359 conservation purposes. VACo also supports a Purchase of Development Rights  
360 program that includes state funding for the Virginia Land Conservation  
361 Foundation, and that provides incentives for landowners at all income levels to  
362 participate in the program. Such programs preserve prime soils for food  
363 production and protect important forestal land and environmentally sensitive  
364 areas in the Commonwealth.  
365

366 Large Utility Projects (Pipelines)  
367 VACo supports the provision of adequate direction and resources for the  
368 Department of Environmental Quality (DEQ) to improve monitoring and  
369 enforcement of Erosion and Sediment Control and Stormwater requirements by  
370 entities constructing large-scale utility projects. DEQ should conduct a review of  
371 the annual standards and specifications and construction general permit  
372 requirements for those projects to determine if they are providing adequate  
373 protection of water quality and natural resources.  
374

375 Non-Point Source Pollution  
376 VACo supports a well-financed state program to address the problem of non-  
377 point source runoff from agricultural operations. The program should effectively  
378 encourage implementation of priority best management practices such as  
379 nutrient management planning, use of cover crops, continuous no-till farming  
380 and development of forested riparian buffers and livestock stream exclusion.  
381  
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384

385 Southern Rivers Watershed  
386 VACo supports continued funding for the Southern Rivers Watershed  
387 Enhancement Program to improve water quality in non-Chesapeake Bay  
388 watersheds.

389  
390 Stormwater Programs

391 VACo supports adequate funding to enable local governments to meet ongoing  
392 costs associated with local stormwater management programs that became  
393 effective July 1, 2014. VACo believes it will be critical to evaluate the effectiveness  
394 of the fee structure in the Virginia Stormwater Management Permit regulations  
395 as the chief source of revenue for funding local stormwater management  
396 programs.

397  
398 VACo strongly opposes any legislation by the 2017 General Assembly that would  
399 amend any or all components of the Stormwater Management Laws that do not  
400 fully satisfy the resource and funding needs of the Department of Environmental  
401 Quality (DEQ) to administer, enforce and maintain the Stormwater Management  
402 Laws. VACo further opposes any legislation that would be in conflict with HB  
403 1173/SB 423 that passed the 2014 General Assembly and that would impose any  
404 additional mandates or financial burdens upon local governments. VACo  
405 supports legislation to correct the so-called **“donut hole” problem that currently**  
406 **requires “opt out”** local governments to enforce stormwater requirements for  
407 land disturbances between 2,500 square feet and 1 acre.

408  
409 VACo also supports legislation to:

- 410
- 411 • Amend Section 62.1-44.15:48 of the Code of Virginia to remove the  
412 requirement that proceeds from penalties must be used only for  
413 purposes mandated under that section of the Code.  
414
  - 415 • Remove the requirement from the Construction General Permit that  
416 **permittees must comply with Virginia’s post construction standards for**  
417 **water quality.**  
418
  - 419 • Amend Section 62.1-44.15:28 of the Code of Virginia to give localities  
420 **the ability to waive the state’s portion of the VSMP fees if a locality**  
421 **waiver policy has been implemented by a locality and approved by the**  
422 **Board. VACo also requests a new locality/state workload analysis to**  
423 **justify the state’s portion from the stormwater permit fee.** The new  
424 analysis should address long-term responsibilities placed on localities  
425 that previous studies ignored.  
426
  - 427 • **Amend Virginia’s Stormwater Management Law that would distribute**  
428 **a maximum of 10 percent of statewide stormwater fees revenue to the**  
429 **Virginia Stormwater Management Fund with the remaining 90 percent**  
430 **remaining with local governments.**  
431

- 432 • Amend Section 62.1-44.15:33 of the Code of Virginia to mandate that  
433 the State Water Control Board consider long-term maintenance costs  
434 of a Best Management practice when approving a local stormwater  
435 program.
- 436
- 437 • Support the continued work by the General Assembly in looking for  
438 any and all options to make stormwater solutions more effective from a  
439 cost and water quality point of view.
- 440
- 441 • Support innovative solutions to facilitate compliance with stormwater  
442 standards in a manner that would promote economic development  
443 while achieving water quality goals.
- 444

#### 445 Onsite Wastewater Systems

446 VACo supports legislation ensuring that potential buyers of real property are told  
447 about the type, size and maintenance requirements and associated costs of the  
448 wastewater systems on the property prior to the signing of the initial sales  
449 contract and the recordation of engineered systems plat and deed at the time of  
450 sale.

#### 451 Uranium Mining

452 VACo supports continuation of a moratorium on uranium mining and milling  
453 within the Commonwealth of Virginia.

#### 454 Virginia Cooperative Extension

455 VACo supports sufficient funding for the Virginia Cooperative Extension Service.

#### 456 Water Supply Planning

457 VACo supports appropriations adequate to ensure full funding by the state for the  
458 ongoing development and implementation of state-mandated water supply plans.

#### 459 Zoning Authority

460 VACo supports maintaining local zoning authority regarding solar farms for the  
461 purpose of protecting agriculture and other local considerations.

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# FINANCE

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## Priorities

### Local Finance

VACo supports the authority of county governments to levy and collect revenue from local business taxes.

### Equal Taxing Authority

VACo supports granting counties equal taxing authority to that enjoyed by cities and towns to enact local excise taxes without referendum, such as the authority to adopt a local meals tax without referendum and to levy and collect a tobacco tax.

## Positions

### Funding for State Mandated Positions and Jails

VACo urges the Commonwealth to meet its full funding obligations and provide flexibility in the use of state funds for compensation of constitutional officers and state-supported local employees.

VACo requests that jail per diem funding in the 2018-2020 biennial state budget be returned at least to 2010 levels, which were \$8 per day for local-responsible inmates and \$14 per day for state-responsible inmates. The current respective rates of \$4 and \$12 per day, respectively, are inadequate and represent an underfunded mandate on counties.

Additionally, VACo requests the state fully fund four quarters of per diem payments in the introduced budget and pay the medical costs of inmates using a cost-effective program jointly funded at the federal and state levels.

If the state mandates that mental health assessments be conducted for inmates of local and regional jails who appear to be suffering from mental illness, based on an initial screening, within 72 hours of that screening, the state must provide funding to support the necessary staffing to conduct such assessments.

VACo supports reinstating state payments (PILT) to counties that mitigate the impacts that state correctional and behavioral healthcare facilities on county revenue.

### **“Local Aid to the Commonwealth”**

VACo commends the Governor and the General Assembly for eliminating the **“Local Aid to the Commonwealth” in the 2015 session of the General Assembly** and opposes any reinstatement of this burden on local governments. Since 2009, local governments returned \$190 million in funding for state mandated services though through **“Local Aid to the Commonwealth.”**



525 Modernization of Communications and Sales Tax Structure  
526 VACo supports updating the Communications Sales and Use Tax (CSUT) to  
527 ensure that it reflects the modern telecommunications landscape, which has  
528 evolved since the CSUT took effect in January 2007. Similarly, VACo supports  
529 revising sales and use taxes to address modern patterns of consumption, such as  
530 online purchases.

531  
532 Provisions of Bond Referenda  
533 VACo supports the ability of counties to seek approval from voters of both the  
534 issuance of bonds and the authority to impose a food and beverage tax in a single  
535 referendum question. Such a referendum question would allow voters to approve  
536 the issuance of debt and the use of revenues derived from the food and beverage  
537 tax to repay the debt.

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# GENERAL GOVERNMENT

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## Priorities

### Local Authority

VACo supports relaxation of the Dillon Rule by granting and maintaining local authority and autonomy in matters including land use, revenue measures, procurement and other issues of local concern. VACo supports extending powers currently granted to some local governments to all local governments.

### Unfunded Mandates

VACo opposes unfunded mandates and shifting of fiscal responsibility from the state to localities for existing programs by the Commonwealth. When funding for a mandated program is altered, the mandate should be suspended until full funding is restored. When legislation with a cost to localities is passed by the General Assembly, the cost should be borne by the Commonwealth, and the legislation should contain a sunset clause providing that the mandate is not binding on localities until funding by the Commonwealth is provided.

## Positions

### Collective Bargaining for Public Employees

VACo opposes any effort to mandate collective bargaining for public employees.

### Next Generation 9-1-1 (NG9-1-1)

**VACo supports the Commonwealth's transition to Next Generation 9-1-1 (NG9-1-1)** in a way that does not unfairly burden localities, financially or otherwise. VACo only supports recalculations of current Public Safety Answering Point (PSAP) funding that hold localities harmless.

### Election Costs and Districts

VACo supports legislation that would decrease the costs of elections to localities. These costs include primaries, voting equipment, personnel and voting places. Cost reduction solutions include requiring parties to pay for primary elections, having one date for primary elections, using printed ballots, establishing countywide voting places and other similar measures. The state should provide adequate funding to localities for optical scan and other voting equipment and registrar costs. VACo also supports legislation to minimize or eliminate Split Voting Precincts.

### Ethics Reform

**VACo supports common sense efforts to strengthen Virginia's public** ethics and conflicts of interest laws that are applicable and practical at the local level.

586 Freedom of Information Act (FOIA)  
587 VACo opposes changes to the Virginia Freedom of Information Act that would  
588 impose additional burdens on localities.

589  
590 Grievance Hearings  
591 VACo supports legislation authorizing localities to use an administrative hearing  
592 officer and existing grievance panels and procedures, and opposes the mandate of  
593 a three-member panel. VACo also supports providing immunity to local  
594 government employees, officers, volunteers, administrative hearing officers and  
595 panel members for claims arising out of participation in personnel grievance  
596 procedures.

597  
598 Immigration Reform  
599 VACo supports federal legislation on immigration reform that (1) establishes a  
600 clear and understandable path to citizenship for those who are eligible; and (2)  
601 provides a funding stream sufficient to address the fiscal impact on state and  
602 local governments for any guest worker program and earned legalization  
603 program.

604  
605 Interoperability  
606 **VACo supports the state's goal that agencies and their representatives at the local,**  
607 regional, state and federal levels be able to communicate using compatible  
608 systems to respond more effectively during day-to-day operations and major  
609 emergencies. Local governments require dedicated federal and state funding  
610 sources to achieve this goal.

611  
612 Public Notice, Public Hearing and Public Procurement  
613 VACo supports legislation to reduce required newspaper advertising for public  
614 notices, public hearings and public procurement including legislation to give  
615 localities the option to use electronic or other forms of notification as an  
616 alternative to newspaper advertising.

617  
618 Public Safety – Body Worn Cameras  
619 VACo supports maintaining the ability for local governments to adopt policies  
620 and practices regarding body worn cameras that reflect local needs and fiscal  
621 realities.

622  
623 Sovereign Immunity  
624 **VACo opposes any substantive change in local governments' present defense of**  
625 sovereign immunity. VACo opposes bringing counties under the Virginia Tort  
626 Claims Act.

627  
628 Increased funding for Local Law Enforcement  
629 VACo supports increasing state assistance for police departments through "599"  
630 Aid to Localities. This funding is designed to equalize state funding between  
631 counties in which the sheriff's department provides law enforcement and those  
632 cities, counties and towns with a police department.

633 Disclosure of Information to Nongovernmental Entities for the  
634 Purposes of Tax Administration  
635 VACo supports legislation that would grant local officials the ability granted to  
636 the Department of Taxation to disclose information to non-governmental entities  
637 with which the locality has entered into a contract to provide services to assist it  
638 in the administration of refund processing or other services related to its  
639 administration of taxes.

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# HEALTH AND HUMAN RESOURCES

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## Priority

### Health and Human Resources Funding

VACo supports transparent state policies and funding to ensure the **Commonwealth's at-risk** families have access to high quality and appropriate services. The Commonwealth should provide full funding to localities and their state administrative entities for state-mandated human services and provide the necessary program flexibility to enable localities to provide comprehensive and case-tailored services.

## Positions

### Aging/Long-Term Care

VACo supports efforts that allow seniors to remain at home in a safe and secure environment. VACo urges the General Assembly to provide sufficient funding for companion services, in-home services and home delivered meals.

### Behavioral Healthcare

VACo supports continued funding by the Commonwealth sufficient to allow Community Services Boards (CSBs) to meet adequately the charge of providing services through a community-based system of care. State support for CSBs must be adequate to enable CSBs to provide the additional services mandated by the General Assembly to be phased in over the next several years. Realignment of the behavioral health funding structure to incentivize community-based treatment rather than use of state hospitals will require additional state dollars and must not rely on local funding to backfill unanticipated costs for hospitalization.

VACo supports the creation of additional Medicaid waiver slots to serve individuals with intellectual and developmental disabilities in the community, more than 11,000 of whom are currently on a wait list.

### **Children's** Services Act

VACo supports monitoring the implementation of policies by the State Executive Council that provide guidelines for public participation in its process of developing and adopting policy. VACo supports equitable cost-sharing between the state and localities for the costs involved in the placements of children in residential treatment facilities for non-educational reasons. VACo opposes proposals to limit state participation in funding services for children and youth who are mandated to be provided with special education and foster care services. VACo supports enhancing the ability of local school divisions to serve children with disabilities in their neighborhood schools.

725 Early Intervention  
726 VACo supports sustainable funding for Part C Early Intervention, which is an  
727 **entitlement program that provides services for Virginia’s infants and toddlers.**  
728 VACo also requests that the General Assembly address funding concerns by  
729 increasing state general funding. Underfunding this entitlement program puts  
730 pressure on local revenues to fill funding gaps for this mandated service.

731  
732 Emergency Medical Transportation  
733 VACo supports policies to protect consumers who require air ambulance services.

734  
735 Group Homes  
736 VACo encourages the state to enforce appropriate regulation of group homes to  
737 **ensure protection of residents’ health and safety.**

738  
739 Healthcare  
740 VACo supports continued state funding for offered dental care, school nurses and  
741 preventive services and maternal and child health programs through local health  
742 departments and local school systems. VACo encourages the state to prepare for  
743 emergency health services access to care and to develop and fund incentives that  
744 would alleviate the nursing shortages felt in many communities.

745  
746 Local EMS Involvement  
747 VACo supports increased local involvement in state EMS planning to ensure  
748 statewide needs are met.

749  
750 Prevention Services  
751 VACo supports increased state general funding for startup costs associated with  
752 community-based service programs. VACo recognizes programs such as Healthy  
753 Families, Comprehensive Health Investment Project (CHIP) of Virginia, Smart  
754 Beginnings, and Resource Mothers as important models and requests that the  
755 General Assembly provide additional funding for these home-based activities.  
756 Reductions in prevention programs will put numerous youth at risk of high-end  
757 CSA placements.

758  
759 Substance Abuse  
760 Efforts to address substance dependency must be comprehensive and  
761 coordinated with localities. The state should develop and support evidence-based  
762 prevention initiatives and should continue to improve access to treatment.

763  
764 Telehealth  
765 VACo supports the use of electronic information and telecommunications  
766 technologies to support long-distance clinical health care, patient and  
767 professional health-related education, public health and health administration.  
768 Flexibility in the delivery of these services is essential in meeting the needs of  
769 residents.

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# TRANSPORTATION

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## Priorities

### Transportation Funding

VACo believes that the 2018 session of the General Assembly must confront the funding challenges facing Virginia's transportation systems. Unless the 2018 legislature approves increased revenues for transportation needs that are separate, reliable and permanent (including dedicated funding for Metro), Virginia will continue to face a congestion and mobility crisis that is strangling economic growth, threatening public safety and negatively affecting the quality of life of all residents. VACo appreciates the funding provided through HB 2313 (2013), which was a significant step towards addressing the transportation needs **of the Commonwealth. However, it did not fully address the needs of Virginia's** transportation system (annual revenue estimates are \$153 million less than original projections) including:

- Providing more funding in the immediate future for roadways - The **amount of funding available for “Smart Scale” for the FY 2018-2023** Six Year Improvement Program was approximately 1/8 of the amount requested for proposed projects. Providing funding to address the secondary road needs of counties throughout the Commonwealth, as such funding has been vastly reduced over the past 10 years. While the Secondary Six Year Program (SSYP) effectively no longer exists, as those road funding formulas have been replaced by the State of Good Repair and Smart Scale process, projects previously funded under the SSYP do not always compete well in these new programs, resulting in unmet needs that continue to grow.
- Maintaining the existing funding levels for transit - The Virginia Department of Rail and Public Transportation (DRPT) has identified an average revenue gap of \$130 million annually over the next ten years for transit capital needs across the Commonwealth due to the depletion of transportation bonds, which must be addressed.
- Finding a dedicated funding solution for Metro – The State should provide sustainable funding today, and in the future, for Metro and give localities the authority to create dedicated funding sources for operating and capital expenses for WMATA contributions. The Commonwealth should also explore regional dedicated sources that follow the WMATA Compact funding formula.

- 813                   • Revenue Sharing - VACo supports a revenue sharing program that will be  
814 funded at a minimum of \$150 million on an annual basis. Reducing  
815 funding for Revenue Sharing will discourage local governments from  
816 seeking non-VDOT sources of revenue to meet their transportation needs.

817                   Local-State Cooperation

818 VACo also believes it is important to closely monitor and evaluate the  
819 **implementation of “Smart Scale” and all other processes employed in recent**  
820 years for distributing transportation funds.

821  
822 VACo is committed to the protection of local government authority to regulate  
823 land use. This authority must be recognized by the Virginia Department of  
824 Transportation (VDOT) and the Commonwealth Transportation Board (CTB)  
825 when evaluations are conducted to determine the consistency between local  
826 **transportation plans and the Commonwealth’s transportation priorities. VACo**  
827 **also opposes the reduction of local control that is associated with the CTB’s**  
828 process of designating Corridors of Statewide Significance and the  
829 implementation of Arterial Preservation. Additionally, VACo supports additional  
830 flexibility within the VDOT project approval process and standards to be  
831 **responsive to localities’ individual needs.**  
832

833                   Positions

834  
835                   Devolution of Secondary Roads

836 VACo opposes legislative or administrative initiatives that would transfer to  
837 counties the responsibility for the construction, maintenance or operation of new  
838 and existing roads.

839  
840                   Billboards

841 VACo supports a requirement that proposed billboards in the Virginia  
842 **Department of Transportation’s (VDOT) right of way conform to local zoning and**  
843 other applicable ordinances and local approval processes.  
844

845                   Highway Tolls

846 **VACo opposes the installation of toll facilities on Virginia’s interstate highways**  
847 until the Commonwealth Transportation Board has thoroughly reviewed and  
848 assessed the components of a long-term capital improvement program, has  
849 identified and compared all available funding alternatives and has adopted a  
850 proposal that matches capital improvements with realistically available funding  
851 sources.  
852

853                   Inter-Directional Signage Program

854 VACo supports a requirement that any signs installed under VDOT's Inter-  
855 Directional Sign Program, including the Tourist Oriented Directional Signs  
856 Program, conform to local ordinances, including any local approval processes.  
857  
858



859 Maintenance Priorities  
860 VACo supports a requirement imposed upon VDOT to implement a notification  
861 plan with the local governing body to establish maintenance priorities.

862  
863 Parking  
864 VACo supports general authority for counties to adopt ordinances regulating,  
865 including prohibiting, the parking of boats, RVs, utility trailers, campers, etc. on  
866 subdivision streets.

867  
868 Rail Enhancement Fund  
869 VACo supports authority for counties to approve Rail Enhancement Fund  
870 projects funded by the state and constructed within their jurisdictions.

871  
872 Railway Crossings  
873 VACo supports efforts to safely improve mobility issues on roads that cross  
874 railway lines.

875  
876 Road Construction and Maintenance  
877 VACo supports legislation that would prohibit VDOT from requiring localities to  
878 administer any transportation project without the consent of the local governing  
879 body.

880  
881 Transportation Network Companies  
882 VACo supports state regulation of transportation network companies as needed  
883 to ensure proper safety, liability, cleanliness, insurance coverage, local revenue,  
884 consideration of access for disabled riders, and equitable service in communities.  
885 VACo also supports the option of continued regulation of taxi companies at the  
886 local level.

887  
888 Truck Size and Weight  
889 VACo strongly opposes any legislation that seeks to increase truck size or weight  
890 beyond the current federal standards, thereby stressing the capacity of the  
891 **Commonwealth's road systems and putting highways, roads and bridges at risk of**  
892 increased damage or deterioration.

893  
894 Use of Transportation Tax Revenue  
895 VACo opposes taking any HB2313 transportation tax revenues for the use of non-  
896 transportation purposes.

897

# Economic Development Services Contract

*Action: Discussion and Direction*

September 18, 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, 2<sup>nd</sup> Floor, Berryville, Virginia conducted on Tuesday, September 18, 2018.

#### Board Members

Present Afternoon/Evening Session: Mary L.C. Daniel – Berryville District; David S. Weiss – Buckmarsh / Blue Ridge District; Terri T. Catlett - Millwood / Pine Grove District; Barbara J. Byrd – Russell District; Bev B. McKay – White Post District

Absent Afternoon/Evening Session: None

#### County Staff Present

David L. Ash, Cathy Kuehner, Brian Lichty, Brandon Stidham, Brianna R. Taylor, Lora B. Walburn

#### Constitutional / State Offices / Other Agencies

Barbara Bosserman, Brian Rosenberry, Tom Judge

#### Press

Mickey Powell – The Winchester Star; Bria Lloyd – WDVM, Nexstar Broadcasting, Inc.

#### Others Present

Ed Carter, Scott Alexander, George Archibald, Wendy Clatterbuck, Jeff Hinson; David Borger, Vincent Day, Frank Lee, Mary Ivie, Pete Maynard

#### 1) Call to Order

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

2) Adoption of Agenda

Supervisor Catlett 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

George Archibald, 27 West Main Street: Presented Chairman Weiss with a binder containing 158-pages of material compiled by Mr. Archibald. He made the following statement upon presentation:

**GEORGE ARCHIBALD**  
**27 WEST MAIN STREET**  
**BERRYVILLE, VIRGINIA 22611-1380**

TELEPHONE (540) 303-1477  
EMAIL: <archibaldgeorge65@gmail.com>

September 18, 2018

**Statement before Clarke County Board of Supervisors Regular Meeting**

Chairman Weiss and Members of our County Governing Body,

Board of Supervisors has a positive, comforting ring to it. You are, by law, the chief governing oversight and appropriations body of Clarke County and our community.

I come before you with request to take up this important responsibility with respect to the unfolding story at the Clarke County School Board, for which you are the statutory appropriating body and general overseer.

At your Board of Supervisors recent Personnel Committee meeting last Monday, September 10, I sought recognition and was invited by Chairman Weiss for cordial conversation and my request for this opportunity to bring you up to date on the public record before Clarke County Circuit Judge Alexander Iden, about which it is appropriate for you to be informed by me as Petitioner.

Today I present for your convenient review this packet with covering letter, including complete copy of the Amended Petition for Declaratory Judgment and Injunctive Relief, with Exhibits; filed Demurrer filed by defendant Clarke County School Board's present attorney in Fairfax, Virginia, retained under the Board's liability insurance policy issued by VACOR of Roanoke; and my own most recent filed pleading with published newspaper accounts which Judge Iden will have before him on September 26 for his own determination of further action.

This is for your oversight, which goes to the very heart of the genius that is Clarke County's governmental structure, with Joint Administrative Services under Director Tom Judge, who also as Deputy Clerk of the School Board ties you together with the Public School Division and governing Clarke County School Board itself whose appropriated \$26.95-million total 2018-19 operating, capital, and debt budgets comprise the largest share of total annual county expenditures.

Wendy Clatterbuck, 1982 Pyletown Road and member of the Millwood Community Association: Provided the following update from the most-recent meeting:

- Sheriff Roper, with Lee Coffelt, attended and gave presentations.
- Concerns for VDOT:
  - 40 MPH speed limit.
  - Placement of white line at stop on Route 255 and Route 50.
  - Main concern is speeding.
    - Add rumble strips.
    - Increased fine area in Village.

Vice McKay commented that the Clarke County Sheriff's Office uses speed trailers and often places law enforcement officers in the area.

#### 4) Virginia Department of Transportation [VDOT]

Ed Carter, Residency Administrator, introduced Scott Alexander, Assistant Residency Administrator. Mr. Carter provided the following update:

##### Maintenance:

- August, like most of the summer, was spent repairing flood damage from the inordinate amount of rain we have received.
- VDOT was able to perform some shoulder repairs on Route 50 and trim some trees for school bus on various secondary routes.
- VDOT completed mowing on the primary routes and began mowing on the secondaries.
- VDOT will continue mowing the secondary routes and plant mix repair on various routes.
- VDOT will be catching up on our grading operations on non-hard surfaced routes, weather permitting.
- VDOT will also be holding dry runs with equipment for winter preparations.

##### Projects:

- Rural Rustic:
  - VDOT is behind on its rural rustic road because of the weather.
  - VDOT is hoping to begin drainage and brush cutting by end of the year.

- Millwood Community Association Concerns:
  - Speed Recorder: VDOT has a new speed recorder that is blackened and less conspicuous to motorists, which will, hopefully, result in more nearly accurate readings.
  - Double-fine Areas: Mr. Carter will research the recently passed laws.
  - Rumble Strips:
    - Mr. Carter will direct traffic to study the area.
    - Typically placed on high volume primary or secondary roads along shoulders to alert drivers to drift.
    - Present difficulties for snow removal.
    - Localities are required to maintain.
  - Mr. Carter will provide a list of options for review.

Supervisor Comments:

- Supervisor Byrd:
  - Speeding Crums Church and Triple J Roads: Two constituents have complained about excess speeds on these roads. Requested cooperation of the Sheriff's Office and placement of a speed recorder.  
  
Ed Carter suggested using the speed recorder first in the Village of Millwood, then to Triple J Road, and on to Crums Church Road. He cautioned that this process would stretch over a period of at least several weeks.
- Supervisor Catlett
  - Morgan's Mill Road: Road is washed out and ditches are very deep.
- Chairman Weiss:
  - Trees: Ed Carter will ask Scott Nye to contact David Weiss.
  - Site issues at Route 608 and Route 7 facing east: Johnson grass is tall in the island.
  - Doodles Store Route 612 & Route 7: Several factors creating site issues.
  - Route 608: Significant ditch issues going in area that connects with Lockes Mill Road.
  - Boom Road: Johnson grass is thick.

5) Approval of Minutes

Vice Chair McKay moved to approve the minutes for August 29, 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

6) Consent Agenda

- A. Amend Residency Requirement for the Planning Director to Include Adjacent Counties
- B. 2018 Hazard Mitigation Plan Synopsis & Adoption

**MEMORANDUM**

To: David Ash, County Administrator

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

Date: August 28th, 2018

RE: 2018 Hazard Mitigation Plan Synopsis & Adoption

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

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

The main areas of focus for Clarke County are focused in chapters 3 – Regional Setting, Chapter 5 – Capability Assessment, and Chapter 7 – Plan Maintenance.

In Chapter 3 of the plan there are several elements about the region to include:

- Population Density and Housing Unit Density (Clarke County Population Density – 79.8, Housing Unit Density-36)
- Location of Northern Shenandoah Valley Region in relation to Washington DC Watersheds, Wetlands, Elevation and Mountain Peak maps
- Climate Statistics
- 2010 Population Density mapping & Future Population Density
- Intercensal Population estimates to include age profiles
- Medium Household Incomes
- County top 5 Employers
- Number of housing units, to include density, occupancy and average value
- List of Critical Facilities (Schools, Police, Fire, Medical)
- List of Religious Institutions
- Major Road Identification to include Interstates, Highways and Railroads
- Transportation hubs, to include Airports, Busses, Trains
- Electrical & Gas Services Territories
- Water and Sewer system capabilities

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

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

It is my recommendation that the Clarke County Board of Supervisors adopts this plan. This plan will allow our agency to stay in compliance with current Federal and State laws and does not require a financial obligation.

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

- C. Endorse Lord Fairfax Emergency Medical Services Council for re-designation as a regional EMS Council serving the citizens of the Northern Shenandoah Valley within the Commonwealth of Virginia.

September 18, 2018



Lord Fairfax EMS Council, Inc.  
180 Prosperity Drive, Suite 1  
Winchester, VA 22602

Attention: Tracey McLaurin, Executive Director

This letter is in reference to the Lord Fairfax EMS Council's upcoming application for re-designation as a regional EMS Council serving the citizens of the Northern Shenandoah Valley within the Commonwealth of Virginia.

As the Clarke County Administrator within the Council's region of six jurisdictions, I support the Council's application for designation. The Council has been providing services to EMS providers and agencies within the region since 1976 and provides fundamental and comprehensive programs related to emergency medical services through training, continuing education classes, recertification classes, regional planning, and logistical support allowing the local agencies to have a "voice" at the state level concerning issues affecting emergency medical services within our county.

I endorse the Lord Fairfax EMS Council in their pursuit of this process as they continue their pursuit to further EMS services provided to the residents of our community.

Regards,  
David L. Ash, County Administrator

**Supervisor Catlett moved to adopt the Consent Agenda as presented. The motion carried by the following vote:**

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

7) Board of Supervisors Personnel Item

A. Expiration of Term for appointments expiring through August 2018

2018-09-10 Summary: The Personnel Committee recommends appointment:

- Doug Kruhm, Broadband Implementation Committee, to the remaining open-end appointment of Scott Krieder

- Betsy Pritchard, Shenandoah Area Agency on Aging, Inc. Board, to a four-year term expiring September 30, 2022, replacing Robina Rich Bouffault, having served the two-term limit, is ineligible for reappointment.

2018-09-18 Action: David Ash reviewed the Personnel Committee's recommendation. He informed the Supervisors that he had received Boyce Volunteer Fire Company's notice dated August 8, 2018, that its membership voted to reappoint George "Matt" Hoff to represent the organization on the Fire and EMS Commission.

**Vice Chair McKay moved to approve the Personnel Committee's recommendations and to accept the recommendation of Boyce Volunteer Fire Company and reappoint Matt Hoff to a term ending August 31, 2019. The motion carried by the following vote:**

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

Chairman Weiss instructed staff to communicate to volunteer companies Code of Clarke County Chapter 17 requirement for letters of recommendation from the individual volunteer companies for its representative on the Fire and EMS Commission.

**B. Clarke County Personnel Policy Re Health Insurance Eligibility for Retirees**

The following was inadvertently omitted in the July 1, 2017, Revision 16, total rewrite of PD-121101-05 Personnel Policies:

*PD-121101-05 Revision 15 Health Insurance Eligibility Retirement:*

*A regular full-time employee that has served Clarke County for a minimum of 10 years, and who is eligible to draw retirement payments from the Virginia Retirement System, may be a part of the health insurance retiree group, if the employee elects to join this group within thirty-one days subsequent to the termination date.*

*The premium for the retiree group membership shall be borne by the member and;*

*If membership is discontinued, there is no eligibility for reinstatement.*

*Dependents covered on the termination date can continue to be covered, but;*

*Dependents cannot be added subsequent to the termination date.*

2018-09-10 Summary: Research on this matter continues and information will be presented first to the Joint Administrative Services Board for its review and recommendation to the respective public bodies.

2018-09-18 Action: David Ash stated that the information is being collected by the Finance Director and will be presented to the Joint Administrative Services Board for review and recommendation to the Board of Supervisors.

C. Personnel Policies:

- Circuit Court Clerk's Office
- Commonwealth's Attorney's Office

2018-09-10 Summary: Initial review of the personnel policies from the Circuit Clerk and Commonwealth Attorney by the Supervisors found that the policies appeared to be comparable, but not identical. The Board directed the County Administrator to have the policies reviewed by the County Attorney.

2018-09-18 Action: David Ash advised that questions raised by the Committee were addressed with the County's attorney. Further, he made the affected offices aware of necessary changes. The Commonwealth Attorney is currently rewriting its policies to comply with federal labor standards. The County attorney will review once rewritten.

D. Other Matters Raised:

2018-09-10 Summary: The Sheriff, in accordance with Section 3.1.2 Clarke County Personnel Policies, requested the Board expedite the update of the current pay and classification plan that was first prepared in 2014.

2018-09-18 Action: David Ash summarized the Sheriff's request. The Personnel Committee recommends that it be considered during the FY2019 budget cycle.

Chairman Weiss opined that a combined effort between the Schools and General Government would be helpful. He further noted that pay plans are always a work in progress.

Supervisor Catlett contributed that methodology and how to address issues such as, raises, compression also required review in conjunction with the pay and classification plan update.

8) Board of Supervisors Work Session Items

Closed Session Pursuant to §2.2-3711-A6 Discussion of the investment of public funds where competition or bargaining is involved: Review Proposals for Economic Development Consultant

2018-09-10 Summary: At 10:00 am, Supervisor Byrd moved that the Clarke County Board of Supervisors enter Closed Session pursuant to 2.2-3711 A6 Discussion of the investment of public funds where competition or bargaining is involved: Review Proposals for Economic Development Consultant. 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 10:55 am, Supervisor Daniel left the meeting.

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 Byrd moved to reconvene in open session. The motion carried as follows:

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

Supervisor Byrd 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	-	Absent
Beverly B. McKay	-	Aye
David S. Weiss	-	Aye

Following return to open session, the Board, acting as the Committee, continued the Closed Session until Tuesday, September 18, 2018, at 10:30 am in the Second Floor County Wing Conference Room, Berryville Clarke County Government Center, 101 Chalmers Court, Suite B, Berryville, Virginia.

2018-09-18 Action: At 10:30 am, Supervisor Catlett moved that the Clarke County Board of Supervisors enter Closed Session pursuant to 2.2-3711 A6 Discussion of the investment of public funds where competition or bargaining is involved: Review Proposals for Economic Development Consultant. The motion carried by the following vote:

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

At 11:05 am, Supervisor Daniel joined the meeting.

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, Vice Chair McKay 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

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

#### CERTIFICATION OF CLOSED SESSION

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Board of Supervisors Meeting Minutes For September 18, 2018 – Regular Meeting

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

Following Closed Session, Chairman Weiss directed staff to negotiate a proposal and bring back to the Board of Supervisors for final action.

## 9) Board of Supervisors Finance Committee Items

### A. Supplemental Appropriations.

#### 1. *History through Architecture Book match.*

2018-09-10 Summary: The Finance Committee recommends the following: *"Be it resolved that Historic Preservation Commission budgeted expenditure and appropriation be increased \$17,000, that revenue from the Commonwealth be increased \$11,500, that revenue from donations be increased \$4,500, that a contribution from the General Fund be made in the amount of \$1,000, and that the designation for Government Savings be reduced by \$1,000, all for the purpose of implementing Phase 2 of the History through Architecture Book project."*

2018-09-18 Action: **Supervisor Catlett moved that the Board of Supervisors adopt the resolution approving the appropriation. The motion carried by the following vote:**

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

2. *LEOS for Fire and EMS.*

2018-09-10 Summary: The Fire and EMS Director proposes adding the LEOS benefit for full-time hazardous duty staff. Addition of this accelerated retirement benefit would move any Hybrid YRS employees to YRS Plan 2, and would increase the overall YRS rate for Government employees. Sheriff hazardous duty employees currently have this benefit at the 1.7% level. The Finance Committee recommends that an actuarial study be performed at the 1.7% level from funds currently budgeted in the Fire and EMS Department at a cost of \$1,250.

2018-09-18 Action: Tom Judge summarized the proposal and the Finance Committee's recommendation.

Vice Chair McKay asked for clarification of program eligibility of Boyce Volunteer Fire and Rescue paid staff. David Ash advised that the requested expansion of the LEOS program would only impact County employees.

B. Bills and Claims

2018-09-10 Summary: The Finance Committee recommends approval of the August 2018 Invoice History Report

2018-09-18 Action: **Supervisor Catlett moved to accept the August invoice history report as presented. The motion carried by the following vote:**

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

C. Standing Reports

FYI: Reconciliation of Appropriation, YTD Budget Report

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Board of Supervisors Meeting Minutes For September 18, 2018 – Regular Meeting

D. Closed Session Pursuant to 2.2-3711-A1 Concerning specific employees or appointees of the Board.

2018-09-10 Session Summary: At 11:20 am, Supervisor Catlett moved that the Clarke County Board of Supervisors Finance Committee enter Closed Session pursuant to §2.2-3711-A1. The motion carried by the following vote:

Terri T. Catlett - Aye  
David S. Weiss - Aye

At 11:55, the members of the Board of Supervisors Finance Committee, being assembled within the designated meeting place, with open doors, and in the presence of members of the public and/or the media desiring to attend, Supervisor Catlett moved to reconvene in open session. The motion carried as follows:

Terri T. Catlett - Aye  
David S. Weiss - Aye

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

**CERTIFICATION OF CLOSED SESSION**

WHEREAS, the Board of Supervisors Finance Committee 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 Finance Committee 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 Finance Committee 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 Finance Committee of the County of Clarke, Virginia. The motion was approved by the following roll-call vote:



Terri T. Catlett - Aye  
David S. Weiss - Aye

The Finance Committee took no action following its September 10, 2018, Closed Session.

## 10) Government Projects Update

David Ash provided the monthly project update.

- Convenience Center:
  - o Asphalt / pavement in place.
  - o Site is starting to assume a visual of the final look of the center.
- Old Courthouse / 104 North Church Street:
  - o Vendor applying multiple mortar joint samples to determine color and type.
  - o HVAC:
    - Have cost estimate for HVAC replacement.
    - HVAC is currently working.
    - Have not engaged a contractor.
    - Develop a timeline to define changeover date to a system that will not damage the building.
- Park Pavilion:
  - o Continued communication but no further work on site.
  - o Vendor acknowledged that the materials stored two years ago are probably not suitable for use.
  - o Vendor advised to contact Mike Legge with a date when it will complete the erection.
- Josephine Street Museum Roof: Staff instructed to seek update.
- Business Park Lot 18:
  - o Squatter is still occupying the property.
  - o Photos taken of the property last week and forwarded to the County Attorney.
  - o The County Attorney will make recommendation to the Industrial Development Authority.

- The Supervisors concurred that its position was to allow the squatter to remain until its crops were harvested, or until the end of November, as long as the squatter never again improperly used the property.
- The squatter still has not agreed that Business Park Lot 18 belongs to the Industrial Development Authority.
- Kohn Property Pond:
  - Repair put in place on the overflow pipe. Repair is holding, working, and pond has refilled to the point that there was a temporary overflow established to keep the water level lower.
  - Fishing:
    - Maintenance would like to place poles / add structures in the pond to support a fishing platform.
    - Intention is to replace the dock and, maybe, run it out a little further.
    - Maintenance does intend to add a dock at a later date once design is established. If a catch and release area is established, railing will be required.
  - Trees blocking the drive are cut down but not yet removed.
  - Property does need to be brush hogged again.
  - Hope to have house on property habitable by October.

## 11) Miscellaneous Items

### ERP Update

Highlights of Chairman Weiss' update on the County's integrated accounting system include:

- Clarke's Treasurer and IT Director researched other software options since Tyler Technologies Munis software is not tailored for tax implementation.
- Research indicated that while Munis is not designed for taxation there were no other comparable software programs in Tyler's price range.
- Other the next four to six months, IT, and the Offices of the Commissioner of the Revenue and the Treasurer, will be working toward trying to implement Tyler Technologies' tax system.
- IT, in conjunction with Tyler Technologies, must create work arounds and Tyler Technologies must customize.
- He expressed appreciation to the Treasurer and Commissioner of the Revenue for deciding to move forward with implementation

- It is understood that the transition will be difficult.
- Citizens need to understand that it will be difficult: there will be longer lines, things will take longer, billings may be incorrect, etc.
- It is difficult to get data converted for myriad reasons.

### New No Parking Signs

Supervisor Catlett asked for required actions, if any, for the Board to erect new no parking signs on Morgan's Mill Road where the Appalachian Trail crosses.

Chairman Weiss and David Ash responded that VDOT would conduct a study of the area to determine if it justifies no parking and brings its recommendation back to the Supervisors for its review and action.

### Joint Meeting with Clarke County Board of Supervisors and Berryville Town Council Re Jack Enders Boulevard

In response to Supervisor Byrd's query, David Ash informed the Board that he was working with staff to develop a scope for a traffic plan. Further, he had notified Keith Dalton of the Supervisors' willingness to meet with Council after the scope agreement was developed.

Chairman Weiss added that the meeting might occur in the latter part of October.

## 12) Summary of Required Action

<u>Item</u>	<u>Description</u>	<u>Responsibility</u>
1.	Process approved minutes.	Lora B. Walburn
2.	Process Lord Fairfax EMS Council letter of support.	Lora B. Walburn
3.	Process letters of appointment, update database.	Lora B. Walburn
4.	Send supplemental letter to Enders and Blue Ridge Volunteer Fire and Rescue Companies asking recommendations for representatives from their stations to serve on the Fire and EMS Commission.	David Ash
5.	Provide formal notice of adoption of the 2018 Hazard Mitigation Plan.	David Ash
6.	Inform Planning Director of Boards decision on residency requirements.	David Ash

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Board of Supervisors Meeting Minutes For September 18, 2018 – Regular Meeting

<u>Item</u>	<u>Description</u>	<u>Responsibility</u>
7.	Request status Josephine School Museum Roof project.	David Ash
8.	Develop HVAC deadline for HVAC change over at 104 North Church Street.	David Ash
9.	Check on status of brush hogging on Kohn property.	David Ash
10.	Contact legislators to schedule legislative luncheon.	Lora B. Walburn
11.	Update Water Resources Plan as amended.	Alison Teetor
12.	Request update from Director Lichty at a Work Session.	David L. Ash

### 13) Board Member Committee Status Reports

#### Supervisor Barbara J. Byrd

- Berryville Town Council: The Winchester Star article today provided excellent detail of the meeting.
- Committee Policy Management Team:
  - Attended meeting September 17.
  - Developing annual status report for the submission to the state.
  - Decided to move forward with County policy for electronic participation in public meetings.

#### Supervisor Terri T. Catlett

- Clarke County School Board:
  - School Board Work Session September 17:
    - Reviewed the seven persons interested in filling the Russell District vacancy.
    - Reviewed standards of learning, International Baccalaureate, and Advanced Placement results.
  - School Board Meeting August 27:
    - Blandy Experimental Farm helped write a grant with Debbie Biggs for watershed education for \$331,721 over three years. Spoke with Alison Teetor and the Schools about exploration of collaborative educational opportunities.
    - Tom Parker, Russel District School Board member, resigned.
    - Applied for a resource officer grant and should receive notification by mid-September.

- Discussed state-mandated life education curriculum.
- Millwood Community Association:
  - Lee Coffelt and Tony Roper gave presentations.
  - Citizens expressed concerns about traffic.
- HPC: Recently conducted a public hearing and approved Lockes Store expansion including enlarging the kitchen area and adding bathrooms that will be accessible from the exterior of the building. The Planning Commission may review in the near future.

Supervisor Mary L.C. Daniel

- Josephine Community School Museum: Participating in Open Door Tour for the Artisan Trail on November 3.
- Library Advisory Council: Did not meet
- Planning Commission:
  - October 5 public hearing for Robert Claytor site plan amendment.
  - Sanitary Authority discussed water and sewer hook up.
  - Ordinance Committee discussing by-right lattice towers.
- Sheriff Office:
  - Three new employees.
  - Speeding is the number one concern of Clarke County constituents.
  - Plan together for holiday leave balance elimination.
  - Deputy injured following a high-speed chase after a hit and run in a neighboring jurisdiction.
- Legislative Liaison:
  - Legislators requested contact in August or September to establish a date for the legislative meeting.
  - By consensus, the following dates were selected:
    - Thursday, November 15, 12 noon, Camino Real, 16 Crow St, Berryville, VA 22611; or,
    - Monday, December 10, 10 am, Meeting Room C, Berryville Clarke County Government Center, 101 Chalmers Court, Berryville
  - Instructed staff to contact legislators to determine availability.

Vice Chair Bev B. McKay

- BCCGC Joint Building Committee:
  - Jay Arnold appointed to the committee.
  - Securing the elevator after hours may be a very simple fix.
  - Relocation of drop boxes is estimated to cost \$3,800.
  - Discussed general building maintenance.
  - He will speak with Keith Dalton on gap in vegetation at the front entrance.
- Building and Grounds:
  - Facilities Tours:
    - Conducting tours with David Ash.
    - Chet Hobert Park trail.
    - Social Services: 19 employees in the building and overcrowding is a concern.
    - BCCGC basement.
    - Old School Board office.
    - Have not yet toured courthouses
- Broadband Implementation Committee:
  - WISPs have expressed interest in the addition of 80+ foot towers – considered small and inexpensive.
  - Doug Kruhm just appointed to the Committee replacing Scott Krieder.
  - Locality does not seem to fit the standard business model for many of the WISPs.
  - Lattice towers would make it more feasible to expand.
- Sanitary Authority:
  - Still looking for wells.
  - Conducting resistivity in two locations.
  - State has not fixed a deadline for locating an alternate site.
  - Discussed potential for two new hookups.
  - During the heavy rains, have had less than 20,000 gallons of filtration.
- White Post: Historic post knocked down by a vehicle. The replacement post will be electrified and lighted post as approved by VDOT.

Chairman David S. Weiss

– Fire & EMS Commission:

○ Clarke County Fire and Rescue Association:

- At its regular monthly meeting held September 12, 2018, Boyce Volunteer Fire Company voted to withdraw from the Clarke County Fire and Rescue Association effective immediately.

**BOYCE VOLUNTEER**



**FIRE COMPANY**

P.O. Box 285  
Boyce, VA 22620  
540.837.1228

September 13, 2018

To: G. Matthew Hoff  
Chairman, Clarke County Fire and Rescue Commission

From: Boyce Volunteer Fire Company, Inc.

The Boyce Volunteer Fire Company, Inc. at their regular monthly meeting, September 12<sup>th</sup>, 2018, by a vote of 11 to 6 with 7 abstentions, voted to withdraw from the Clarke County Fire and Rescue Association effective immediately. The general membership of the B.V.F.C. at this time feels this is in our best interest. We will continue to serve the citizens of Clarke County and the surrounding areas as the B.V.F.C. has strived to do since our establishment in 1959.

We look forward to working with the Board of Supervisors, Director, County Administrator, and the Fire Commission. We hope that Clarke County Fire and Rescue will continue to progress toward a unified public safety entity in the coming years.

*G. Matthew Hoff*  
G. Matthew Hoff  
President

*Samuel Buckley*  
Samuel Buckley  
Vice President

*Lisa Devers*  
Lisa Devers  
Secretary

*William Devers*  
William Devers  
Treasurer

*E. Lee Coffelt*  
E. Lee Coffelt  
Chief

*Bryan Conrad*  
Bryan Conrad  
Assistant Chief

*Rebecca White*  
Rebecca White  
At Large BOD

*Barbara Morris*  
Barbara Morris  
At Large BOD

*Dale Gardner II*  
Dale Gardner II  
At Large BOD

- The Fire and EMS Commission discussed the withdrawal including Boyce's position that it did not have appropriate representation in the Association.

- Several times after the Fire and EMS Commission has taken action the Association has disagreed with the Commission even though it was consulted in advance.
  - In the past, individual companies took budget requests to the Association; then, the Association would bring the budgets to Commission's Budget Committee. Now, the Director will meet with the individual company and present the budgets directly to the Commission's Budget Committee.
  - The Association's bylaws contain direction on votes that can be taken without a quorum present from each company rendering them unable to take action in some cases.
  - Since the formation of the Commission, the Association appears to be duplicative.
  - While having great respect for the traditions of each company, if the County is to function as a unit, the companies must move to the center. Two of three companies have indicated that the individual way is not meeting citizen needs in response times and getting out equipment, which is why the County created a unified system under a director.
  - Supervisors and others must recognize fire and rescue services can no longer be viewed as three individual companies but as a system that overlaps and can adroitly move as necessary.
  - The FY2019 Budget included an Emergency Medical Technician position at the Blue Ridge station. This position is temporary and subject to monthly evaluation as to effectiveness, efficiency. Currently indicate that the presence of this person has improved Blue Ridge's response time by nearly thirty five percent, as well as increased response times from other County companies.
  - Vice Chair McKay opined that the Association might have outlived its usefulness since creation of the Commission and hire of a fire and emergency services director.
  - Vice Chair McKay also noted that the companies had different cultures with Boyce favoring raising its own funds to reduce the tax burden and the other companies preferring to seek tax funding from the County.
  - Director Lichty maintains that two persons per shift at an individual firehouse is necessary to maintain safety and efficiency.
  - The Commission voted to continue to monitor response times on a month-to-month basis.
  - Chairman Weiss instructed staff to coordinate an update by Director Lichty at an upcoming Work Session.
- Industrial Development Authority: No update provided.

14) Closed Session Pursuant to §2.2-3711-A1 Specific Employee and §2.2-3711-A4 Privacy of Individuals in Personal Matters



At 1:56 pm, Supervisor Daniel moved that the Clarke County Board of Supervisors enter Closed Session pursuant to §2.2-3711-A1 Specific Employee and §2.2-3711-A4 Privacy of Individuals in Personal Matters. 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 2:45 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.

At 3:37 pm, **Supervisor McKay** moved to recess the meeting until 6:30 pm. The motion carried by the following vote:

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

Chairman Weiss reconvened the meeting at 6:32 pm

15) Citizens Comment Period

No citizens appeared to address the Board.

Bev McKay joined the meeting at 6:37 pm

16) PH 18-08 Water Resources Plan

Alison Teetor provided the Supervisors with a PowerPoint presentation on the Water Resources Plan. She specifically thanked Brandon Stidham, Director of Planning, and Robina Rich Bouffault, Planning Commissioner, for their assistance in the update.

Ms. Teetor informed the Supervisors that Piedmont Environmental Council provided comment supportive of the plan and additional recommendations to include such as adding stream miles, riparian buffer, and stream fencing. She stated that she did not have specific language but would add distances to the bulleted lists in Chapter 3.

In response to Supervisor Byrd's query, Ms. Teetor stated that plan review took approximately one year.

In response to Supervisor Catlett, Ms. Teetor informed the Supervisors that she had made contact with Clarke County Public Schools and Blandy Experimental Farm. She provided a copy of the draft Water Resources Plan and expressed a desire to work with them on educational efforts for Chesapeake Bay watersheds.

At 6:51 pm, Chairman Weiss opened the public comment portion of the public hearing.

Frank Lee, 205 Swan Avenue: Thanked Alison Teetor for putting the plan together. He opined that the changes were valid and would help move the county forward.

At 6:52 pm, Chairman Weiss closed the public hearing.

Supervisor Daniel commented that she was proud of the Water Resources Plan setting Clarke County. She remarked that the Plan represented good planning by great staff that knew and cared. She then commented that the next step was to determine how best to implement.

Alison Teetor expressed appreciation for the Board's support.

**Supervisor Byrd moved to approve the Water Resources Plan as modified adopting the Piedmont Environmental Councils recommendations to add stream miles, riparian buffers, and fencing in watershed areas. The motion carried by the following vote:**

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

Chairman Weiss commended Alison Teetor, Natural Resources Planner, Brandon Stidham, and the Planning Commission for their efforts. He stated that it was a good plan that set Clarke County apart.

He concluded by thanking members of the Board and staff for putting in such a long day covering a great deal of material.

## 17) Adjournment

Chairman Weiss adjourned the meeting at 6:54 pm.

## Next Regular Meeting Date

The next regular meeting of the Board of Supervisors is set for Tuesday, October 16, 2018, at 1:00 p.m. in the Berryville Clarke County Government Center, Main Meeting Room, 101 Chalmers Court, Berryville, Virginia.

ATTEST: September 18, 2018

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David S. Weiss, Chair

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David L. Ash, County Administrator

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

# Clarke County Board of Supervisors

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## Consent Agenda

- A. Resolution Adopting a Natural Hazards Mitigation Plan for Clarke County, Virginia 2018-12R – DRAFT
  
- B. Conservation Easement Authority: Applications for Donation – Shockey, Williams

# Clarke County Board of Supervisors



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

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

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

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

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

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

## Resolution Adopting a Natural Hazards Mitigation Plan for Clarke County, Virginia 2018-12R - DRAFT

**WHEREAS**, the Disaster Mitigation Act of 2000, as amended, requires that local governments develop and adopt natural hazard mitigation plans in order to receive certain federal assistance, and,

**WHEREAS**, a Hazard Mitigation Plan Update Steering Committee comprised of representatives from Clarke County, Frederick County, Clarke County, Shenandoah County, Warren County, the City of Winchester, was convened in order to study the Northern Shenandoah Valley's risks from and vulnerabilities to natural hazards, and to make recommendations on mitigating the effects of such hazards on the Northern Shenandoah Valley; and,

**WHEREAS**, a steering committee comprised of experienced emergency management and hazard response professionals worked with the Commission staff to develop a comprehensive natural hazard mitigation plan for the Northern Shenandoah Valley; and,

**WHEREAS**, the efforts of the steering committee members and the Northern Shenandoah Valley Regional Commission, in consultation with members of the public, private and non-profit sectors, have resulted in the development of a Hazard Mitigation Plan for the Northern Shenandoah Valley including Clarke County.

**NOW THEREFORE, BE IT RESOLVED** by the Board of Supervisors of the County of Clarke Virginia that the Hazard Mitigation Plan dated 2018 is hereby approved and adopted for Clarke County. A copy of the plan is on file in County Administration.

Adopted this 16<sup>th</sup> day of October, 2018.

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David S. Weiss, Chair

MEMORANDUM

TO: Board of Supervisors, Dave Ash  
FROM: Alison Teetor  
DATE: October 5, 2018  
SUBJECT: Applications for Donation – Shockey, Williams

The Conservation Easement Authority has given preliminary approval for the following easement donations (maps attached). The Authority requests the Board of Supervisors to authorize the Chairman of the Board of Supervisors to execute deeds, easements, and other documents necessary to the transactions.

**Don & Mary Shockey**

The Shockeys have submitted applications to donate easements for 3 properties. They have requested significant no build zones adjacent to the scenic byways as shown on the attached maps.

1) Walnut Hall Farm, Tax Map# 22-A-5A.

The property is located on the east side of Summerville Road (Route 652) approximately 8/10 mile north of the intersection with Pyletown Road (Route 620) at 1189 Walnut Hall Lane. The parcel consists of 271 acres, has 5 existing houses and 7 remaining DURs. The applicant would like to retire 5 of the 7 remaining DURs, and has requested permission to subdivide into 3 parcels with no parcel less than 50 acres.

The property is being and has been used historically as a horse farm. It primarily open pasture with scattered woodland. In reviewing the parcel all four of the criteria have been met, the Property Resource Score is 112.71, the applicant is retiring 5 DUR's, the parcel is within the Chapel Rural Historic District and includes several contributing structures, has frontage on two scenic byways, Summerville Road and Annfield Road, is within the groundwater recharge area, is next to an existing easement, the other portion of Walnut Hall, and is larger than 40 acres.

2) Callander Farm, Tax Map# 13-A-29.

The property is located on the north side of Annfield Road (Route 633) on the corner of Annfield Road and Janeville Rd. (Route 652) at 2224 Annfield Road. The parcel consists of 198 acres, has 2 existing houses and 4 remaining DURs. The applicant would like to retire 2 of the remaining DUR's.

The property is primarily open pasture with scattered woodland. In reviewing the parcel all four of the criteria have been met, the Property Resource Score is 94.8, the applicant is retiring 2 of the 4 remaining DURs, the parcel is within the Chapel Rural Historic District and includes several contributing structures, has frontage on a scenic byway, Annfield Road, is within the groundwater recharge area, is next to an existing easement, and is larger than 40 acres.

3) Tax Map# 22-A-2

The property is located on the south side of Annfield Road (Route 633) approximately 3/10 mile east of the intersection with Janeville Road (Route 652) at 1819 Annfield Road. The parcel consists of 29 acres, has 1 existing house and 1 remaining DUR. The applicant wishes to retire the remaining DUR.

In reviewing the parcel three of the four of the criteria have been met. The Property Resource Score is 56.06, the one remaining DUR is being extinguished, and it is next to an existing easement. It is less than 40 acres.

The property is primarily open pasture. It is within the groundwater recharge area. The parcel fronts on Annfield Road a State scenic byway and it is within the groundwater recharge area.

**Cabell Williams**

Mr. Williams has submitted applications for an easement donation for 2 parcels.

The properties are vacant but are currently accessed through at 960 Bishop Meade Road (Apple Hill). The parcels are adjacent to Carter Hall and were recently purchased by Mr. Williams from Project Hope. The properties area as follows:

Tax Map#	acres	DURs	ext. dwl.	Property Res. Score	land use	#criteria
30-A-16A	22	2	0	60	yes	3
30-A-30	83	4	0	64	yes	4

The parcels are zoned AOC and are in use value taxation, therefore in accord with the Commissioner of Revenue’s requirements, then an easement donation may be considered if at least two of the following four guidelines are met:

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

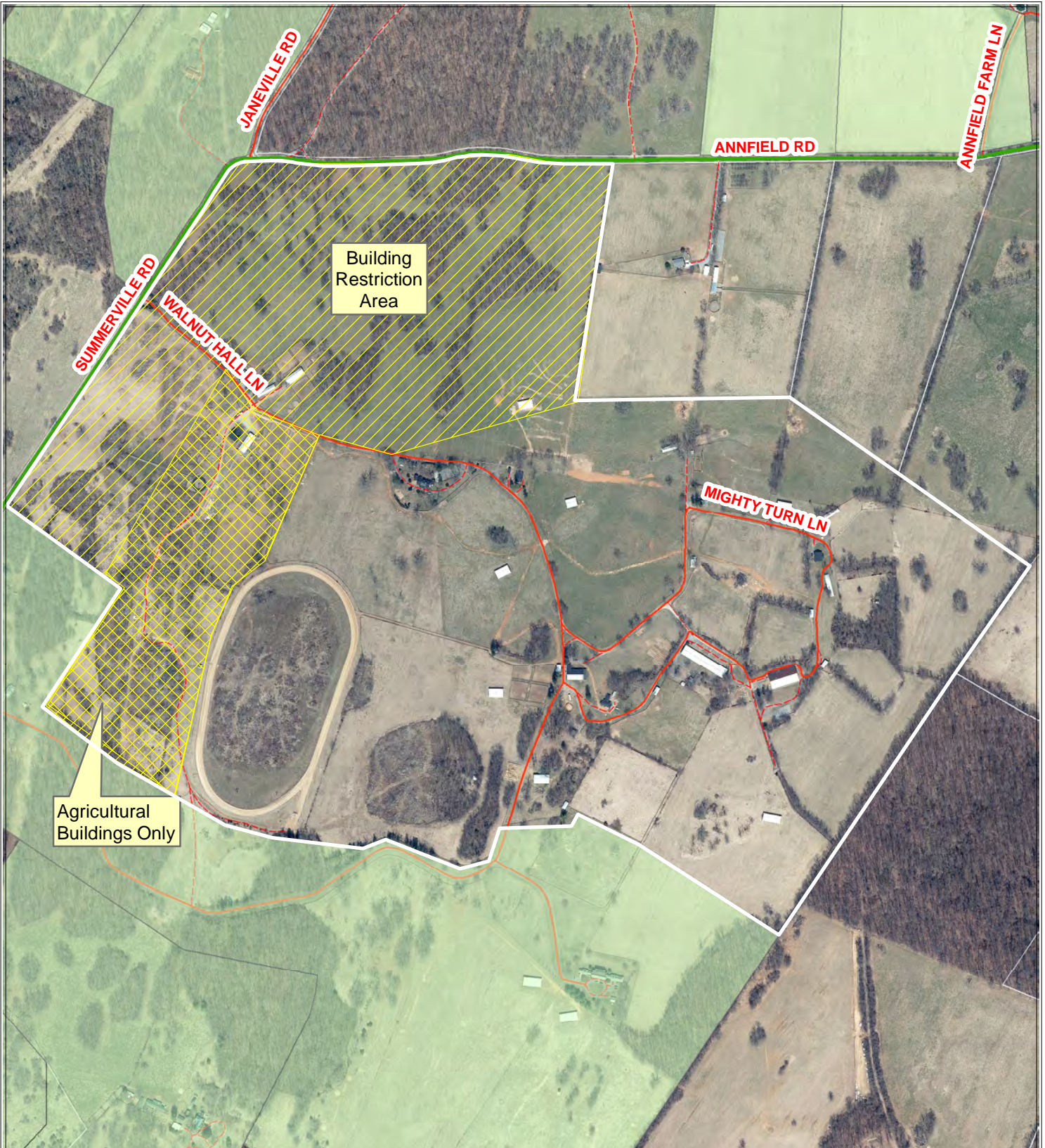
All the properties meet the criteria for donation. As shown on the attached map Spout Run extends along or within both properties, TM# 30-A-30 is adjacent to Millwood Rd. that is a scenic byway, both are adjacent to existing easements. The applicant would like to retire 1 DUR on TM# 30-A-16A, leaving 1 remaining DUR and retire 3 of the 4 DURs on TM# 30-A-30.

**Recommendation**

Approve the easement donations and authorize the chair to sign documents associated with the transaction.



# Exhibit B



**Callander II LLC**  
**Tax Map# 22-A-5A, 271 acres**  
**6 ext. dwlgs., 7 DURs**



Clarke County GIS  
 August 28, 2018

500 250 0 500 Feet



- Conservation Easement
- Roads
- Scenic Road
- Railroad
- Parcel Boundary

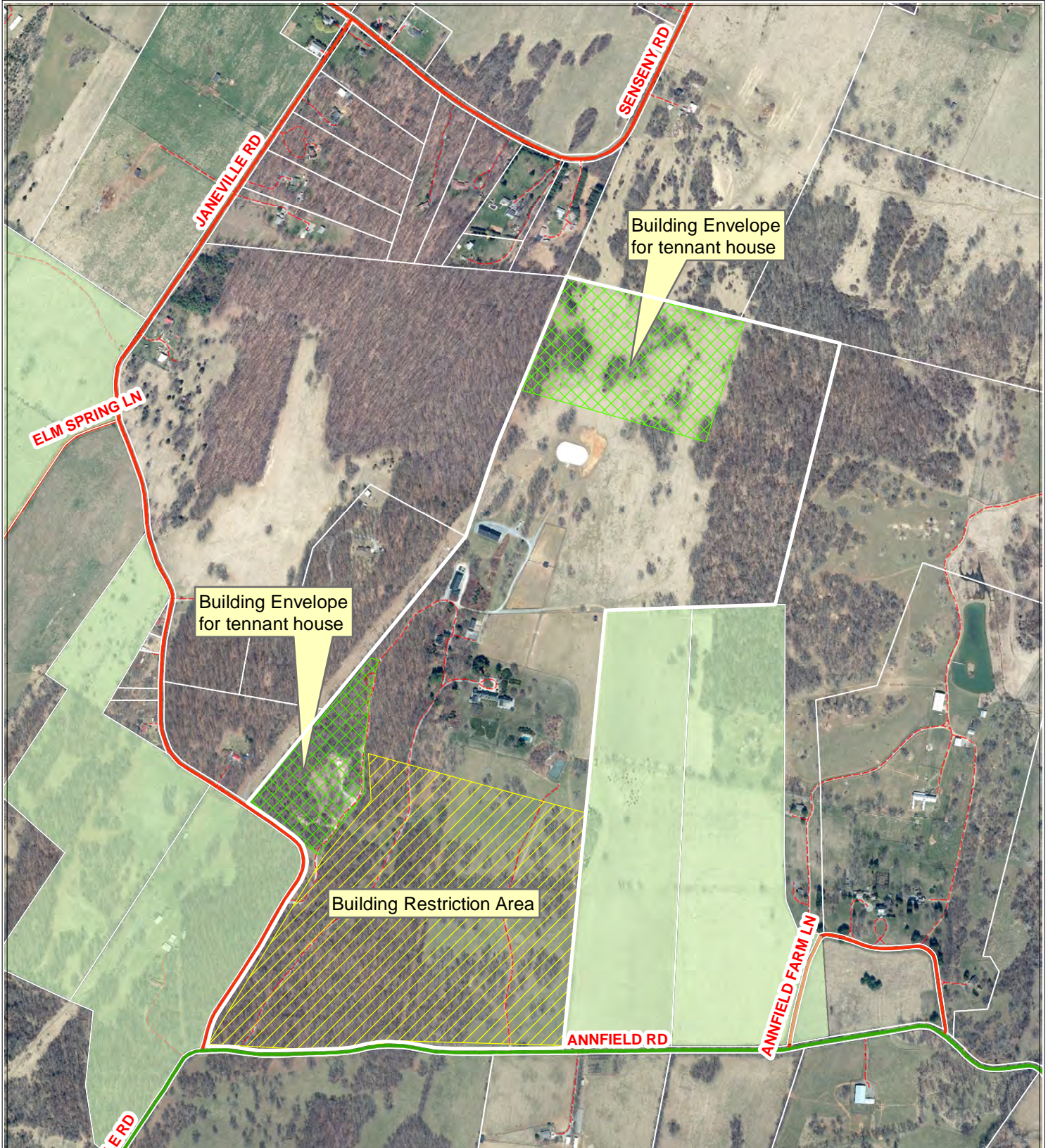
- Building Restriction Area
- Agricultural Buildings Only



Aerial Imagery 2015 Commonwealth of Virginia



# Exhibit B



**Callander Farm Trust**  
**Tax Map# 13-A-29, 198.1 acres**  
**2 ext. dwlgs., 4 DURs**



Clarke County GIS  
 October 12, 2017

600 300 0 600 Feet



- Conservation Easement
- Roads
- Scenic Road
- Railroad
- Parcel Boundary



Aerial Imagery 2015 Commonwealth of Virginia



# Exhibit B



**Donald Shockey**  
**TM# 22-A-2, 29.2 acres**  
**1 ext. dwl., 1 DUR**



Clarke County GIS  
August 28, 2018

100 50 0 100 Feet

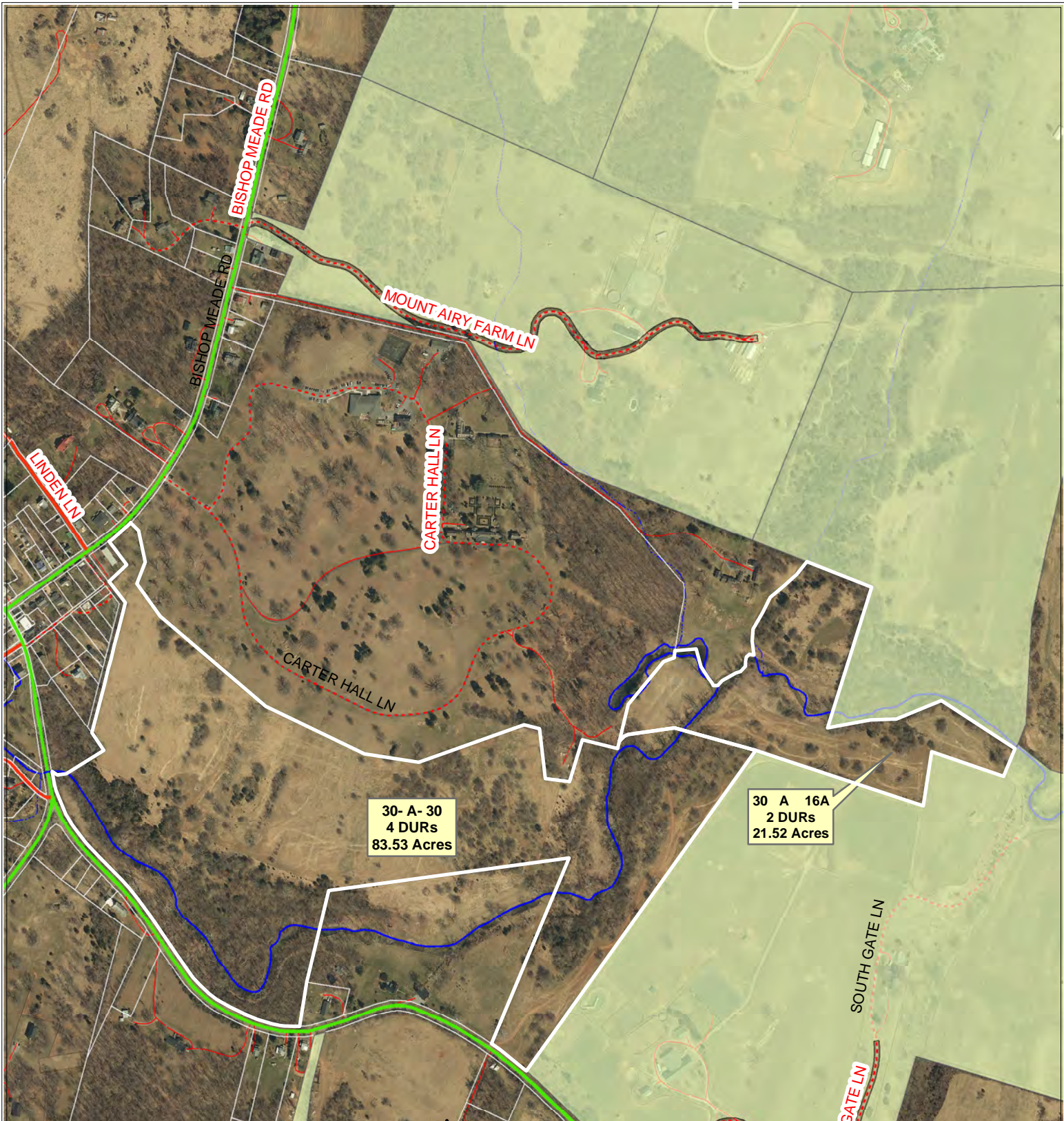


- Conservation Easement
- Roads
- Scenic Road
- Railroad
- Parcel Boundary



Aerial Imagery 2015 Commonwealth of Virginia





**George C. Williams**



September 13, 2018  
Clarke County GIS

400 200 0 400 Feet

October 16, 2018, Clarke County Board of Supervisors Regular Meeting Packet



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

**Location Map**





## Personnel Committee Items

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

Tuesday, October 9, 2018 9:30 am

*Item  
No.*

*Description*

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

2018-10-09 Summary: The Personnel Committee recommends:

- Appoint Doug Lawrence to the Fire and EMS Commission at the recommendation of J. H. Enders Volunteer Fire and Rescue Company replacing Van Armacost. The appointment expires August 31, 2019.
- Reappoint Jacob White to the Fire and EMS Commission at the recommendation of Blue Ridge Volunteer Fire and Rescue Company to a term expiring August 31, 2019.
- The Personnel Committee acknowledged the need to appoint members to the Industrial Development Authority prior to the end of October 2018.
- The Personnel Committee asked staff to adjust the appointments database to cease prompting the appointment of the Town of Boyce representative to the Parks and Recreation Advisory Board.
- The Personnel Committee will seek recommendation from the Shenandoah Valley Workforce Development Agency.

B. Commonwealth Attorney Anne Williams Staffing

2018-10-09 Summary: At the request of the Commonwealth Attorney, the Personnel Committee recommended accepting the Springsted recommendation to change the title from Legal Assistant/Administrative Assistant to Office Coordinator / Legal Assistant with no change in pay grade.



## Appointments by Expiration Through December 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>July 2018</i>					
Parks & Recreation Advisory Board			4 Yr		
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.					
<i>August 2018</i>					
Fire & EMS Commission					
Armcast, Jr.	Van	John H. Enders VFRC Rep	8/15/2017	8/31/2018	11/17/2015
The Commission shall consist of eight (8) members including: -1 member of the Board of Supervisors; The Clarke County Sheri; 1 representative from each of the volunteer fire and EMS companies; 3 citizens-at-large representing consumers of fire and EMS services. The 3 volunteer fire and EMS company representatives shall serve one-year terms and shall be appointed by the Board of Supervisors with recommendation to be provided by the volunteer companies. The 3 citizens-at-large shall be appointed for 4 year terms. The Sheriff shall serve a term coterminous with the term of office. The Board of Supervisors shall appoint a representative annually at or shortly after its annual organizational meeting to serve a one-year term					
White	Jacob	Blue Ridge VFRC Rep	8/15/2017	8/31/2018	8/19/2014
The Commission shall consist of eight (8) members including: -1 member of the Board of Supervisors; The Clarke County Sheri; 1 representative from each of the volunteer fire and EMS companies; 3 citizens-at-large representing consumers of fire and EMS services. The 3 volunteer fire and EMS company representatives shall serve one-year terms and shall be appointed by the Board of Supervisors with recommendation to be provided by the volunteer companies. The 3 citizens-at-large shall be appointed for 4 year terms. The Sheriff shall serve a term coterminous with the term of office. The Board of Supervisors shall appoint a representative annually at or shortly after its annual organizational meeting to serve a one-year term					
<i>October 2018</i>					
Industrial Development Authority of the Clarke County, Virginia			4 Yr		
Juday	David	Russell District	10/21/2014	10/30/2018	4/19/2005
Chair 2011 -2017					
Appointed by BOS; Oath of Office Required - Clerk of Circuit Court; 7 members, 1 BOS liaison (non-voting) and 6 others that are chosen on their expertise in the business field. Membership governed by IDA by-laws. 15.2-4904 No director shall be an officer or employee of the locality except in towns under 3,500					

			<i>Appt Date</i>	<i>Exp Date</i>	<i>Orig Appt Date:</i>
Industrial Development Authority of the Clarke County, Virginia			4 Yr		
Koontz	English	Buckmarsh District	6/16/2015	10/30/2018	6/16/2015
Vice Chair 2017					
Appointed by BOS; Oath of Office Required - Clerk of Circuit Court; 7 members, 1 BOS liaison (non-voting) and 6 others that are chosen on their expertise in the business field. Membership governed by IDA by-laws. 15.2-4904 No director shall be an officer or employee of the locality except in towns under 3,500					

*December 2018*

Barns of Rose Hill Board of Directors			3 Yr		
Cammack	Thomas		1/19/2016	12/31/2018	1/19/2016
A Board Member is elected for a three-year term and may serve a maximum of two terms. One member of the Board will be named by the Town Council of Berryville and will serve as liaison to the Town. One member will be named by the Clarke County Board of Supervisors and will serve as liaison to the County. The two liaisons will be considered regular Board Members, with the same rights and responsibilities as other Board Members. A director may be elected for up to two consecutive three-year terms, after which a year must be spent off the Board before consideration for Board re-appointment. A director's term shall begin January 1.					

Board of Septic & Well Appeals

Ohrstrom, II	George	Russell District; Planning Commission Chair	1/3/2018	12/31/2018	1/10/2014
1 Staff Rep; § 143-11. Appeals & variances. A. Board of Septic & Well Appeals 2. (a) the member of the Board of Supervisors, who serves as the Board's liaison to the Planning Commission, with The Vice Chair of the Board designated as his/her alternate, (b) a Chair of Planning Commission with the Vice Chair designated as his/her alternate, and (c) a member of the public, who is a resident of the county with the Vice Chair of the Planning Commission designated as his/her alternate. All members shall be appointed by the Board of Supervisors at their first regular meeting of each year.					
1 yr					

Buckley	Randy	White Post District; Planning Commission Vice Chair - Alternate	1/3/2018	12/31/2018	1/3/2018
1 Staff Rep; § 143-11. Appeals & variances. A. Board of Septic & Well Appeals 2. (a) the member of the Board of Supervisors, who serves as the Board's liaison to the Planning Commission, with The Vice Chair of the Board designated as his/her alternate, (b) a Chair of Planning Commission with the Vice Chair designated as his/her alternate, and (c) a member of the public, who is a resident of the county with the Vice Chair of the Planning Commission designated as his/her alternate. All members shall be appointed by the Board of Supervisors at their first regular meeting of each year.					

Clarke County Historic Preservation Commission

Kruhm	Doug	Planning Commission Representative	1/3/2018	12/31/2018	4/16/2013
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."					

Community Policy and Management Team

Acker	Denise	Northwestern Community Services	7/18/2017	12/31/2018	6/12/2017
2.2-5205 shall include, at a minimum, at least one elected official or appointed official or his designee from the governing body of a locality that is a member of the team, & the local agency heads or their designees of the following community agencies: community services board established pursuant to § 37.2-501, juvenile court services unit, dept of health, dss, & the local school div. The team shall also include a rep of a private org or assoc of providers for children's or family services if such organizations or associations are located within the locality, & a parent representative. Parent representatives who are employed by a public or private program that receives funds pursuant to this chapter or agencies represented on a community policy and management team may serve as a parent representative provided that they do not, as a part of their employment, interact directly on a regular and daily basis with children or supervise employees who interact directly on a daily basis with children. Notwithstanding this provision, foster parents may serve as parent representatives. Those persons appointed to represent community agencies shall be authorized to make policy and funding decisions for their agencies. COI - Parent & Private - SOEI file at time of original appointment only					

Community Policy and Management Team

Greene Colin VDH Representative 12/19/2017 12/31/2018 12/19/2017

Complete unexpired term of April Jenkins

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

Conservation Easement Authority

3 Yr

Thomas Walker Buckmarsh District 11/17/2015 12/31/2018 12/21/2010

Term begins 1/1/2013

Board of Directors 7 members, appointed by the BOS, to be comprised of 1 member from the BOS, 1 member from the PC and 5 Clarke County citizen members. At the first meeting of the BOS each calendar year, beginning the Board shall appoint 1 member from the membership of the BOS for a term of 1 year beginning Jan 1; 1 member from the Planning Commission for a 1 year term beginning May 1; and a member or members to fill expiring citizen member terms, for a term of three (3) years beginning Jan 1. Oath of Office Required.

Engel Peter White Post District 11/17/2015 12/31/2018 12/15/2009

Board of Directors 7 members, appointed by the BOS, to be comprised of 1 member from the BOS, 1 member from the PC and 5 Clarke County citizen members. At the first meeting of the BOS each calendar year, beginning the Board shall appoint 1 member from the membership of the BOS for a term of 1 year beginning Jan 1; 1 member from the Planning Commission for a 1 year term beginning May 1; and a member or members to fill expiring citizen member terms, for a term of three (3) years beginning Jan 1. Oath of Office Required.

Economic Development Advisory Committee

4 Yr

Milleson John R. 2018 Chair, Banking, Finance 12/16/2014 12/31/2018 8/16/2011

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

Myer Dr. Eric Agriculture Rep, Business Owner 12/16/2014 12/31/2018 1/21/2003

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

Conrad Bryan H. Agriculture, Fire & Rescue 12/16/2014 12/31/2018 12/19/2000

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



Family Assessment and Planning Team

Myers-DePina	Martia	Northwestern Community Svcs Board Rep	2/20/2018	12/31/2018	2/20/2018
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§ 2.2-5207. Family assessment & planning team; membership; immunity from liability. Each community policy and management team shall establish and appoint one or more family assessment and planning teams as the needs of the community require. Each family assessment and planning team shall include representatives of the following community agencies who have authority to access services within their respective agencies: community services board established pursuant to § 37.2-501, juvenile court services unit, department of social services, and local school division. Each family, planning team also shall include a parent representative, may include a representative of the department of health at the request of the chair of the local community policy and management team. Parent representatives who are employed by a public or private program that receives funds pursuant to this chapter or agencies represented on a family assessment, planning team may serve as a parent representative provided that they do not, as a part of their employment, interact directly on a regular and daily basis with children or supervise employees who interact directly on a regular basis with children. Notwithstanding this provision, foster parents may serve as parent representatives. The family assessment and planning team may include a representative of a private organization or association of providers for children's or family services and of other public agencies. COI - Parent & Private - SOEI file at time of original appointment only

Allen	Gay	DSS - Foster Care Worker	7/18/2017	12/31/2018	6/12/2017
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§ 2.2-5207. Family assessment & planning team; membership; immunity from liability. Each community policy and management team shall establish and appoint one or more family assessment and planning teams as the needs of the community require. Each family assessment and planning team shall include representatives of the following community agencies who have authority to access services within their respective agencies: community services board established pursuant to § 37.2-501, juvenile court services unit, department of social services, and local school division. Each family, planning team also shall include a parent representative, may include a representative of the department of health at the request of the chair of the local community policy and management team. Parent representatives who are employed by a public or private program that receives funds pursuant to this chapter or agencies represented on a family assessment, planning team may serve as a parent representative provided that they do not, as a part of their employment, interact directly on a regular and daily basis with children or supervise employees who interact directly on a regular basis with children. Notwithstanding this provision, foster parents may serve as parent representatives. The family assessment and planning team may include a representative of a private organization or association of providers for children's or family services and of other public agencies. COI - Parent & Private - SOEI file at time of original appointment only

Northwestern Community Services Board 3 Yr

Harris	Celie	Millwood District	11/17/2015	12/31/2018	12/21/2010
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Fills unexpired term of Kathleen Ruffo  
2 Clarke County Members; 3 Term Limit [AKA Chapter 10 Board; 37.2-501(A)]

Parks & Recreation Advisory Board 4 Yr

Jones	Paul	Russell District; At Large	12/16/2014	12/31/2018
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(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 &amp; Forestal District Advisory Committee</i>				6 Yr
Buckley	Samuel	Landowner/Producer	8/18/2015	7/15/2021
Childs	Corey	Landowner	8/18/2015	7/15/2021
Day	Emily	Landowner/Producer	8/18/2015	7/15/2021
Dorsey	Tupper	Landowner/Producer	8/18/2015	7/15/2021
Gordon	Carolyn	Landowner	8/18/2015	7/15/2021
Haynes	Carole	Landowner	9/15/2015	7/15/2021
McKay	Beverly B.	BoS - Appointed Member	8/18/2015	7/15/2021
Peake	Donna	Commissioner of the Revenue	8/18/2015	7/15/2021
<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
Arnold, Jr.	Harry Lee	Berryville Town Council Representative	1/11/2018	
Ash	David L.	County Administrator		
Dalton	Keith	Berryville Town Manager		
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 &amp; 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	1/12/2015	
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	7/17/2018	7/15/2022
Melusen	Alan	Russell District	7/17/2018	7/15/2022
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	1/12/2015	
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
Kruhm	Doug	Buckmarsh / Battletown District	9/18/2018	
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

			<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	Buckmarsh District	11/21/2017	5/31/2019
Caldwell	Anne	Millwood District	4/18/2017	5/31/2021
Carter	Paige	White Post District	4/19/2016	5/31/2020
Catlett	Terri T.	BoS - Liaison	1/16/2018	12/31/2018
Kruhm	Doug	Planning Commission Representative	1/3/2018	12/31/2018
Stieg, Jr.	Robert	Millwood District	6/17/2014	5/31/2022
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
Kalbian	Maral	Millwood District	2/17/2015	4/15/2019
Payne	Lisa	Berryville District	7/17/2018	4/15/2021
<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	

			<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
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
Meredith	Mary	Staff Representative	1/2/2018	
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 &amp; EMS Commission</i>				
Armacost, Jr.	Van	John H. Enders VFRC Rep	8/15/2017	8/31/2018
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	9/18/2018	8/31/2019
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	White Post District	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>1 Yr</i>
Conrad	Bryan H.	Volunteer Representative; White Post District	8/15/2018	8/15/2019
Trent	Carolyn	Medical Professional	8/15/2018	8/15/2019
Wilson	Wade	Career Representative	8/15/2018	8/15/2019
<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
Roper	Anthony	Sheriff	1/1/2016	12/31/2019
Wyatt	Jimmy	Millwood District	11/17/2015	12/31/2019

*Monday, October 1, 2018*

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			<i>Appt Date</i>	<i>Exp Date</i>
<i>Northwestern Regional Juvenile Detention Center Commission</i>				1 Yr
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 &amp; Division of Court Services</i>				3 Yr
Roper	Anthony	Sheriff	12/20/2016	12/31/2019
<i>Old Dominion Community Criminal Justice Board</i>				3 Yr
Roper	Anthony	Sheriff	12/20/2016	12/31/2019
<i>Our Health</i>				3 Yr
Shipe	Diane	Buckmarsh District	7/19/2016	3/15/2019
<i>Parks &amp; Recreation Advisory Board</i>				1 Yr
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>				3 Yr
Hillerson	Coleen	Clarke County Rep Board of Directors	8/16/2016	7/31/2019
<i>Regional Airport Authority</i>				1 Yr
Ash	David L.	BoS - Alternate	1/16/2018	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>				4 Yr
Pritchard	Elizabeth		9/30/2018	9/30/2022
<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>				4 Yr
James	Patricia	Buckmarsh District	5/16/2017	11/9/2017
<i>Strategic Planning Committee</i>				1 Yr
Catlett	Terri T.	BoS - Appointed Member	1/16/2018	12/31/2018



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



**JOHN H. ENDERS FIRE CO., INC. & RESCUE SQUAD**

9 South Buckmarsh Street  
Berryville, Virginia 22611  
(540) 955-1110



**September 21, 2018**

**David Ash  
Clarke County Administrator  
110 Chalmers Court  
Berryville, VA, 22611**

**John H. Enders elected representative to the Commission**

**Mr. Ash,**

As you are aware Van Armacost has been John H. Enders Fire Companies representative for the Fire Commission. On July 26<sup>th</sup> the general membership of John H. Enders elected Doug Lawrence to be our new representative to the Fire Commission and replace Van Armacost. We submitted Doug's name to the Association, but I understand there has been some confusion and his appointment to the Commission has not been finalized.

John H. Enders would like to have Doug Lawrence appointed as our Fire Commission representative. He was elected to the position per our bylaws and company policy.

Doug has been engaged and has attended meetings but has not been formally appointed to the role.

Please contact me at 202-536-8669 (cell) or (540) 955-8190 (home), email, [president@endersfire.com](mailto:president@endersfire.com) if you have any questions or concerns regarding Doug as our appointee.

**Thank you,**

**Jason M Porter  
President**



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

**October 9, 2018 10:00 AM**

Item

No. Description

- A. Clarke County Public Schools Career and Technical Education Update by Superintendent Chuck Bishop

2018-10-09 Summary: Superintendent Chuck Bishop was unable to attend due to his required presence in the Circuit Court.

- B. Fire and EMS Update by Director of Fire, EMS, and Emergency Management Brian Lichty

2018-10-09 Summary: Brian Lichty provided an update to the Board on the operations of the Fire and Emergency Medical Services Department. Included in the update:

- Budget numbers for the fee-for-service program.
- Explanation of the staffing requirements.
- Heads-up on budget requests from volunteer fire companies.

Distributed at Meeting:

Go Virginia Region 8 Board Enhanced Capacity Building Funds for the Shenandoah Valley Talent Solution Strategy Grant Application

2018-10-09 Summary: David Ash distributed the request received Friday, October 5, 2018, 018. The Supervisors took no action.

Legislative Priorities

2018-10-09 Summary: David Ash distributed the 2018 Clarke County Board of Supervisors Legislative Priorities in advance of its scheduled review at the November 8 Work Session. The Supervisors instructed staff to:

- Research Legislative Priorities of the Virginia Association of Counties
- Department of Environmental Quality Tree Program.

October 5, 2018

Ashley Shickle  
Strategic Planner  
Northern Shenandoah Valley Regional Commission  
400 Kendrick Lane  
Front Royal, VA 22630

Dear Ms. Shickle,

The Clarke County Economic Development Authority is committed to supporting the application to Region 8 Go Virginia Board for enhanced capacity building funds for the Shenandoah Valley Talent Solutions Strategy. The proposed project will have both short-term as well as longer term results by improving the retention and attraction of young adults from regional high schools and university/community college by delivering programs and tactics to making them aware of the region's high wage, high demand careers. Ensuring businesses will have a pipeline of workers in the occupations that are needed to remain competitive.

The Clarke County Economic Development Authority is **(BRIEF Description of your organization)**

The Clarke County Economic Development Authority is making the following cash and in-kind contributions toward the GO Virginia Region 8 Shenandoah Valley Talent Solutions Strategy.

- \$4,000 as a cash match.
- \$1,500 as in-kind match through staff time/salary for the Executive Director

Best,

Len Capelli  
Executive Director



The Region 8 Council may award Enhanced Capacity Building funds for a project not suitable for a Per Capita Implementation grant award but that undertakes activities that the Regional Council may want to encourage through a small amount funding. Enhanced Capacity Building activities support analysis or other efforts that lead to project development and implementation. Examples could include activities such as a feasibility study, assessment or planning study, capacity building, and other similar initiatives that will lead to successful projects.

The Region 8 Council has the option to approve up to \$250,000 of its Regional Per Capita grant funds each fiscal year for Enhanced Capacity Building activities. Funding to a single proposal shall be no more than \$100,000.

### **Prepare**

- Applicants are strongly encouraged to contact the support organization, below, to discuss the project prior to completing a project application.
- Applicants must complete the attached application form.
- All projects must respond directly to the targeted industries and eligible activities outlined in the Region 8 Growth & Diversification Plan available on the Shenandoah Valley Partnership's website at: <https://theshenandoahvalley.com/govirginia/#resources>
- Project partners including at least two localities must be identified.
- Total budget costs including anticipated GO Virginia request and matching fund sources should be provided. A 1:1 match is required.

### **Deadlines**

Applications for GO Virginia Region 8 funds are due the first Friday of every other month as listed below:

- October 5, 2018

### **Submit**

*Completed applications should be submitted electronically to:*

Bonnie Riedesel, Executive Director  
Central Shenandoah Planning District Commission  
112 MacTanly Place  
(540) 885-5174  
Staunton, VA 24401  
[bonnie@cspdc.org](mailto:bonnie@cspdc.org)



**Region 8  
Project Application  
Enhanced Capacity Building Proposals**

**APPLICANT INFORMATION**

1. Applicant: Patrick Barker  
Name of Organization: Frederick County Economic Development Authority  
Street Address: 45 E. Boscawen St.  
City: Winchester  
Zip Code (5 digit AND +4): 22601
  
2. Project Primary Contact  
Name: Patrick Barker  
Title: Executive Director, Frederick County EDA  
E-mail: pbarker@yesfrederickva.com  
Phone: 540.635.0973

**PROJECT INFORMATION**

1. Project Name: Shenandoah Valley Talent Solutions Strategy
  
2. List partnering localities (*must be 2 or more*): The economic development organizations of Clarke County, Frederick County, Page County, Shenandoah County, Warren County, City of Winchester
  
3. List other partnering organizations: NA
  
4. Which Targeted Industry does the project address? (*Refer to Region 8 Economic Growth and Diversification Plan for descriptions*)
  - Biomedical/Biotechnical
  - Financial and Business Services
  - Health Care
  - Information Technology/Communications
  - Light Manufacturing
  - Transportation and Logistics
  - Value-Added Food Manufacturing
  
5. Which Framework Initiative and Strategy does the project address? More than one may be selected. (*Refer to Region 8 Economic Growth and Diversification Plan for descriptions*)
  - Talent Development**
    - Encourage Earn and Learn Programs
    - Expand Employability Skills Training
    - Engage Businesses with Sector Partnerships
    - Increase K-12 Educator Engagement with Industry

- Increase Talent Attraction
- Growing Existing Business Opportunities**
  - Create Public-Private Training Loan Pool
  - Develop Business Retention and Expansion Program
  - Create Additional Regional Tourism Destination Sites
  - Deploy Broadband Partnerships
  - Expand Marketing and Promotion
- Startups/Innovation/Commercialization Opportunities**
  - Increase Regional Research and Development Expenditures
  - Increase the Breadth and Depth of Entrepreneurial Ecosystem
  - Attract and Retain Entrepreneurial Companies as they Scale-Up
- Site Opportunities**
  - Site Readiness Investigation
  - Enhance Visibility of Existing Sites
  - Complete General Site Improvements
  - Create Industrial Mega Site
- Other Opportunities**
  - Identify Leadership for Plan Implementation
  - Develop Organizational Funding & Capacity Building for Plan Implementation

**6. Budget**

a.	GO Virginia Request for Enhanced Capacity Building Project	\$60,000
b.	8% GO Virginia Administrative Fee (8% of above GO Virginia Request for Project)	\$4,800
c.	Total GO Virginia Request ( <i>a + b</i> )	\$64,800
d.	Match Funds ( <i>must be at least 1:1</i> )	\$64,800
e.	Total Project Budget ( <i>c + d</i> )	\$129,600

List sources of match and indicate the status of each commitment:

- Clarke County has verbally committed to \$4,000 cash contribution, and \$1,500 of in-kind staff hours for a total of \$5,500

- Frederick County will contribute \$6,500 in cash, and share the large administrative requirements of the project with Winchester. The in-kind contribution for this service is a \$15,000 commitment.
- Page County will contribute \$5,000 cash match plus \$1,500 of in-kind staff hours for a total of \$6,500.
- Shenandoah County will provide cash match of \$6,000 and 50 staff hours to equal \$1,500 in-kind, for a total of \$7,500.
- Warren County has verbally committed to \$6,000 cash contribution and \$1,500 in-kind for a total of \$7,500.

## 7. Executive Summary

Provide a 1-page summary of the project that includes the following key pieces of information:

- Project description
- Connection to priorities in Region 8 Economic Growth and Diversification Plan
- Use of GO Virginia funds for project activities
- Transformative nature of project
- Localities involved
- Other project partners
- Project timeframe

The economic development organizations in the Northern Shenandoah Valley Region, including the counties of Clarke, Frederick, Page, Shenandoah, and Warren, and the City of Winchester will partner to procure a Talent Solutions Strategy focused on job seekers, university and community college graduates, and high school students.

This study should deliver actionable items, a solution to the talent shortage, with a focus on three areas: the retention of high school and college graduates to live and work in the Valley, development of the current labor force and job seekers to fulfill the needs of businesses in meaningful employment, and the attraction of workforce from outside the region. The region will expand on existing partnerships to build a region-wide Talent Solutions Team to implement the strategic recommendations from this study. The Talent Solutions team will be a collaboration of industry, education, non-profit partners with the support of local governments. Where the scope of implementation is beyond the skills of our Talent Solutions Team, we will partner again to procure services, likely resulting in a larger GO Virginia per capita proposal.

The execution of the project will require participation from businesses, institutions of higher education and their students/alumni, K-12 education and their students/alumni, and current job-seekers outside of the schools; and will incorporate data analysis, focus groups, in-depth interviews, and surveys of each of these stakeholder groups. We have the support of the Shenandoah Valley Workforce Development Board and Shenandoah University's Office of Alumni Affairs; and we have reached out to Superintendents of Education, Lord Fairfax Community College Workforce Solutions, Lord Fairfax Community College Academic and Student Affairs office, for additional letters of support. The Northern Shenandoah Valley has a track record of success with engaging the business community, and will rely on the local economic development organizations to coordinate business participation. We will include



large and small businesses from each of the target industry sectors identified within the Growth and Diversification Plan: Manufacturing, Food Processing, Information Technology, Biomedical/Biotechnical, Transportation and Logistics, and Healthcare.

We are requesting \$64,800 matched with \$70,000 including \$34,000 cash, and \$36,000 of in-kind commitment. Based on the scope of work related to workforce that was completed for the Region 8 Growth and Diversification Plan we have estimated the cost of each line item for this proposal. We feel this breakdown accurately represents the scope of work required to develop this Talent Solutions Strategy. Assuming that 8% of the GO Virginia funds will be allocated to project administration, \$60,000 will be utilized for project execution. Data analysis and strategy development will account for the largest portions of the budget at 25% each. Other line items include focus groups, in-depth interviews, and surveys. Matching funds and in-kind contributions will be utilized to organize meetings, assist with deployment of surveys, refine strategy items, and begin implementation.

This proposal responds directly to the Talent Development framework initiative in the Region 8 Growth and Diversification Plan. Within these recommendations there is reference to the difficulty filling middle-skill and high-skill jobs, the negative perception of the opportunities available in the region for recent graduates, the need to identify industry specific needs as they relate to workforce, and the need to mitigate the low unemployment rate throughout the region by attracting new talent. The development of the study and subsequent strategy will aim to resolve each of these matters. The outcomes of this study will provide strategic direction to fulfill the recommendations that focus specifically on increasing talent attraction, increasing K-12 engagement with industry, encouraging earn and learn programs, engaging businesses with sector partnerships, and expanding employability skills training.

The unemployment rate for our region is below 4%, employment in the region is at pre-recession levels and nearly a 20 year high; and businesses are growing. More than 3,000 new jobs will come to fruition in the next 2-4 years in Region 8; and that number does not include replacement demand. Without a talent solution we risk damaging our image as a great place for businesses to locate and expand. We are thinking of the impact of this project on the entire Region 8, and how we can eliminate the duplication of resources. We have already secured interest from the workforce development board and additional local economic development organizations throughout Region 8 to participate in projects identified in the Talent Solutions Strategy that satisfy a mutual need.

#### **APPLICATION QUESTIONS for ENHANCED CAPACITY BUILDING ACTIVITIES**

Please provide the following information about your proposed project:

1. Describe the service area of the project.

The economic development organizations from Clarke County, Frederick County, Page County, Shenandoah County, and Warren County, and the City of Winchester are collaborating on this Talent Solutions proposal. The total population of these communities represents 67% (657,674) of the people in GO Virginia Region 8 (983,256), and 100% of the Northern Shenandoah Valley Regional Commission (NSVRC) footprint. The participating region includes Shenandoah University, Christendom College, and Lord Fairfax Community College; as well as 6 public school divisions.

2. How does the project relate to the Region 8 Economic Growth and Diversification Plan and the goals of GO Virginia?

In the development of the Region 8 Growth and Diversification Plan, employers identified top workforce challenges, 36% of respondents identified “hiring a qualified workforce” as a challenge; 16% identified “employee retention” as a challenge; and 8% said “employee recruitment” was their greatest challenge.

Based on the low unemployment rate in the region, a recommendation was made within our Talent Development Framework Initiative to attract talent from outside the region to fill job openings, this proposal responds directly to that recommendation. It also addresses the need to retain the talent being developed at all levels: high school, community college and university. The creation of the Talent Solutions Team will support the recommendation to increase K-12 engagement with business and touch on increasing sector partnerships.

3. Identify the project’s goals, approach, and outcomes. Why is this project a priority for the region?

This proposal seeks to identify strategic items that can be executed to sustain a skilled, meaningfully employed workforce that meets the needs of our businesses, and allows for a high quality of life for workers. Once the economic development organizations, businesses, and education institutions have, in concert with the consultant, identified the action items, we plan to return to the GO Virginia Region 8 Council with an implementation proposal. A portion of the in-kind contribution of staff-time for this proposal will be used to begin the implementation phase of the delivered strategy.

GO Virginia Region 8 is represented by significantly diverse communities within its boundaries, while we have ideas of actionable items to solve the talent shortage locally, and we will benchmark with other successful initiatives, the deliverable of this study will define our ultimate approach. We expect that action items will resonate with localities outside of this proposal’s project area, and look forward to collaborating on larger scale implementation projects.

The action plan derived from the data analysis, focus groups, surveys, and interviews is a tangible outcome of this project. The development of the Talent Solutions Team is also a tangible outcome.

Identifying a specific, actionable Talent Solution Strategy is critical for our region to remain competitive in the economic development arena. Some of our communities are focused on intense business and job growth, while others prioritize business and job retention. In both cases, providing a sustainable, qualified workforce is the determining factor of success. As shown by the large local financial contribution to this proposal, our region is committed to delivering the workforce our businesses need to prosper.

4. Describe the project timeline and the specific project milestones that will be used to track project progress.

The request for proposals is being developed now, to go out once this proposal is awarded. We expect to secure the consultant within 30 days. These items should take place before, but no later than the first quarter of 2019.

Quarter 1, 2019:

- Secure consultant
- Establish the Talent Solutions Team
- Develop discussion guides, surveys, and detailed project calendar

Quarter 2, 2019:

- Hold 5 focus groups: 1) education leaders from colleges and universities as well as K-12; 2) corporate human resources professionals; 3) job-seekers of diverse backgrounds
- Conduct 50 in-depth interviews with human resources and operations directors
- Develop and launch randomized online survey

Quarter 3, 2019:

- Quantitative analysis
- Qualitative analysis
- Begin strategy development

Quarter 4, 2019:

- Refine strategic direction and establish action items
- Begin in house material development
- Determine opportunities for additional regional collaboration and consider an implementation proposal for per capita or competitive funds.

#### **REQUIRED ATTACHMENTS for ENHANCED CAPACITY BUILDING ACTIVITIES**

1. Completed Sources & Uses Template to provide the project budget overview
2. Letters of Match Commitment demonstrating that you have the required 1:1 match for the project
3. Letters of Support from partnering localities and organizations

#### ***Completed applications should be submitted electronically to:***

Bonnie Riedesel, Executive Director  
Central Shenandoah Planning District Commission  
112 MacTanly Place  
Staunton, VA 24401  
(540) 885-5174  
[bonnie@cspdc.org](mailto:bonnie@cspdc.org)

## **PROJECT REVIEW AND RECOMMENDATION**

Completed applications continue through the following steps:

1. On behalf of the Region 8 Council, Central Shenandoah Planning District Commission staff receives the application.
2. The Review Committee, a subcommittee of the Region 8 Council, evaluates the project proposal.
3. The Review Committee presents its project recommendation at a scheduled meeting of the full Region 8 Council.
4. The Region 8 Council acts on whether to approve the application for Enhanced Capacity Building funds.
5. Following its approval, the Region 8 Council submits a request for administrative approval with appropriate documentation to the Virginia Department of Housing and Community Development (DHCD).
6. When administratively approved by DHCD, funding for the project is committed. DHCD will execute a primary funding contract with the Northern Shenandoah Valley Regional Commission which serves as Region 8 Council's fiduciary support organization. An addendum will lay out the scope of work and roles and responsibilities of the project's partners.
7. The GO Virginia State Board is notified of all administrative approvals at its next scheduled Board meeting.
8. The project shall be completed within two years of funding.

## **ADDITIONAL INFORMATION**

For more information about GO Virginia or Region 8's application deadlines and guidelines, please go the Shenandoah Valley Partnership's website at:

<https://theshenandoahvalley.com/govirginia/>

## PROJECT SOURCES & USES

When submitting an application to the GO Virginia Board for funding consideration, the Support Organization will be required to complete a Project Budget in the Centralized Application Management System (CAMS).

The CAMS budget should include all activities that must be undertaken in order to achieve or exceed the performance measures outlined in the application. This spreadsheet will supplement the CAMS budget in order to present a complete list of all project sources and uses. Directions for each tab are listed below the table on each tab. Please add rows as necessary.

**Questions?** Please contact Jordan Snelling at [jordan.snelling@dhcd.virginia.gov](mailto:jordan.snelling@dhcd.virginia.gov) or (804)371-7029.

**In-Kind Contribution Form**

Support Organization: Northern Shenandoah Valley Regional Commission  
Regional Council: 8

**Contributor Information**

Name of Business/Individual: Clarke County EDA  
Name of Primary Contact: Len Capelli  
Address: 101 Chalmers Court, Suite B  
City: Berryville State: VA Zip: 22611  
Telephone: 540.955.5100 Email: [lcapelli@clarkecounty.gov](mailto:lcapelli@clarkecounty.gov)

**Contributed Goods or Services**

Description of Contributed Goods or Services: CEDA will dedicate up to 50 hours in staff time to this project to collaborate with other Economic Development Organizations in the Northern Shenandoah Valley.

Date(s) Contributed: \_\_\_\_\_

Real or Estimated Value of Contribution: \$ 1500

How was the value determined?:  Actual Value  Appraisal  Other

Please explain: \_\_\_\_\_

Who Made this Value Determination?: Len Capelli

Is there a restriction on the use of this contribution?:  No  Yes

If yes, what are the restrictions?: \_\_\_\_\_

Contribution Obtained or Supported with State funds?:  No  Yes

If yes, please provide the name of the State agency and grant/contract number: \_\_\_\_\_

10.4.2018

MEMORANDUM

TO: Board of Supervisors

FR: Thomas Judge, Director of Joint Administrative Services

DT: 10/16/2018

RE: *October Finance Report*

**1. FY 19 Supplemental Appropriations.**

- a. School Resource Officer. The Finance Committee recommends the following: *“Be it resolved that FY 19 budgeted expenditure and appropriation to the Sheriff’s budget be increased \$69,509, and Commonwealth revenue be increased \$31,327, and that the designation for Government Savings be decreased \$38,272, all for the purpose of providing an additional School Resource Officer to the Clarke County Public Schools.”*
- b. Grant from Blandy Farm to Clarke County Public Schools. Subsequent to the Finance Committee meeting, the Superintendent requested the following action, as previously approved by the School Board: *“Be it resolved that FY 19 budgeted expenditure and appropriation to the School Operating Fund be increased \$53,013, and that revenue from Blandy Farm be recognized in the same amount, all for the purpose of carrying out an education program concerning the preservation of the Chesapeake Bay.”*

**2. FY 19 Transfers.**

- a. Public Information. *“Be it resolved that \$52,765 be transferred from the Contingency for Engineering and Architecture to the Public Information Accounts”.*
- b. Sheriff’s Office. *“Be it resolved that \$38,896 be transferred from the Convenience Center operations account to Sheriff’s Office salary and benefits for the purpose of correcting a budgeting error.”*
- c. Parks Admin Health Ins. *“Be it resolved that \$7,790 be transferred from Personnel Contingency to Parks Admin to account for an addition to health insurance.”*
- d. Planning Admin Health Ins. *“Be it resolved that \$7,793 be transferred From Personnel Contingency to Planning Admin to account for an addition to health insurance.”*

**3. FY 18 Year End Transfers.** *“Be it resolved that budgeted expenditure be transferred per the attached statement for the purpose of covering overdrawn FY 18 accounts from underdrawn FY 18 accounts”.*

**4. FY 18 to FY 19 Capital Carryover.** *“Be it resolved that budgeted expenditure and revenue of the School Capital and Government Capital budgets be carried forward from FY 18 to FY 19 as stated in the documents attached.”*

**5. Bills and Claims.** This is recommended for approval.

**6. Standing Reports.** The [REDACTED] Reconciliation reports are attached.





COMMONWEALTH of VIRGINIA

Department of Criminal Justice Services

Shannon Dion  
Director

September 19, 2018

1100 Bank Street  
Richmond, Virginia 23219  
(804) 786-4000

Mr. David Ash  
County Administrator  
Clarke County  
101 Chalmers Court, Suite B  
Berryville, VA 22611-9998

Title: School Resource Officer/School Security Officer Grant Program

Dear Mr. Ash:

I am pleased to advise you that Grant Number 19-A4598FR19 for the above-referenced grant program has been approved in the amount of \$31,237 in State Special Funds and \$38,272 in Matching Funds for a total award of \$69,509.

Enclosed you will find a Statement of Grant Award and a Statement of Grant Award Special Conditions. To indicate your acceptance of the award and conditions, please sign the award acceptance and return electronically to [grantsmgmt@dcjs.virginia.gov](mailto:grantsmgmt@dcjs.virginia.gov) at the Virginia Department of Criminal Justice Services (DCJS). Please review the conditions carefully; as some require action on your part before we will disburse grant funds.

Also, enclosed are the Post Award Instructions and Reporting Requirements. Please refer to and read this information carefully as it contains details on processing financial and progress reports, as well as requesting awarded funds. *Remember all financial and progress reports, budget amendment requests and request for funds must be processed through our online Grants Management Information System (GMIS).*

We appreciate your interest in this grant program and will be happy to assist you in any way we can to assure your project's success. If you have questions, please contact Patrick Harris at (804) 786-5367 or by email at [patrick.harris@dcjs.virginia.gov](mailto:patrick.harris@dcjs.virginia.gov).

Sincerely,

Shannon Dion

Enclosures

cc: Chief Deputy Travis M. Sumption, Chief Deputy  
Mr. Thomas Judge, Finance Director  
Mr. Patrick Harris, DCJS Monitor



## Department of Criminal Justice Services

1100 Bank Street, 12th Floor, Richmond, VA 23219

### Statement of Grant Award/Acceptance

Subgrantee: Clarke County		Date: September 19, 2018	
Grant Period:		Grant Number:	
From: 10/01/2018	Through: 09/30/2019	19-A4598FR19	

Project Director	Project Administrator	Finance Officer
Chief Deputy Travis M. Sumption Chief Deputy Clarke Co. Sheriff's Office 100 North Church Street Berryville, VA 22611  Phone: (540) 955-5182 Email: tsumption@clarkecounty.gov	Mr. David Ash County Administrator Clarke County 101 Chalmers Court, Suite B Berryville, VA 22611-9998  Phone: (540) 955-5191 Email: dash@clarkecounty.gov	Mr. Thomas Judge Finance Director Clarke County 317 West Main Street, Suite B Berryville, VA 22611-9998  Phone: (540) 955-6172 Email: tjudge@clarkecounty.gov

### Grant Award Budget

Budget Categories	DCJS Funds			Local	TOTALS
	Federal	General	Special		
Travel	\$0	\$0	\$0	\$0	\$0
Supplies/Other	\$0	\$0	\$0	\$0	\$0
Personnel	\$0	\$0	\$31,237	\$38,272	\$69,509
Indirect Cost	\$0	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0	\$0
Consultant	\$0	\$0	\$0	\$0	\$0
<b>Totals</b>	\$0	\$0	\$31,237	\$38,272	\$69,509

This grant is subject to all rules, regulations, and criteria included in the grant guidelines and the special conditions attached thereto.

*Shannon Dion*

**Shannon Dion, Director**

The undersigned, having received the Statement of Grant Award/Acceptance and the Conditions attached thereto, does hereby accept this grant and agree to the conditions pertaining thereto, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

# STATEMENT OF GRANT AWARD SPECIAL CONDITIONS

Department of Criminal Justice Services  
1100 Bank Street, 12<sup>th</sup> Floor  
Richmond, Virginia 23219

## For the School Resource Officer Grant Program

Grantee: Clarke County

Grant Number: 19-A4598FR19

Title: School Resource Officer/School Security Officer

Date: September 19, 2018

The following conditions are attached to and made a part of this grant award:

1. Where the Statement of Grant Award reflects a required cash match contribution, the grantee agrees, by accepting the award, to provide the non-federal cash match as shown.
2. By signing the Statement of Grant Award/Acceptance, the grant recipient agrees:
  - to use the grant funds to carry out the activities described in the grant application, as modified by the terms and conditions attached to this award or by subsequent amendments approved by DCJS;
  - to adhere to the approved budget contained in this award and amendments made to it in accord with these terms and conditions;
  - and to comply with all terms, conditions and assurances either attached to this award or submitted with the grant application.
3. The Subgrantee agrees to submit such reports as requested by DCJS. Funds from this grant will not be disbursed, if any of the required Financial or Progress reports are overdue by more than 30 days unless you can show good cause for missing the reporting deadline.
4. Grant funds, including matching funds, may only be expended and/or obligated during the grant period. All legal obligations must be fulfilled no later than 90 days after the end of the grant period.
5. By accepting this grant, the recipient assures that funds made available through it will not be used to replace state or local funds that would, in the absence of this grant, be made available for the same purposes.
6. Subgrantee may follow their own established travel rates if they have an established travel policy. If a subgrantee does not have an established policy, then they must adhere to state travel policy. The state allows reimbursement for actual reasonable expenses. Please refer to the following IRS website for the most current mileage rate:  
<http://www.irs.gov/taxpros/article/0,,id=156624,00.html>: Transportation costs for air and rail must be at coach rates.
7. Within 60 days of the starting date of the grant, the subgrantee must initiate the project funded. If not started during this period, the subgrantee must report to the DCJS, by letter, the steps taken to initiate the project and the reasons for the delay and the expected starting date. If the project is not operational within 90 days of the start date, the subgrantee must receive approval in writing from the DCJS for a new implementation date or the DCJS may cancel and terminate the project and redistribute the funds to another program.
8. No amendment to the approved budget may be made without the prior approval of DCJS. No more than two (2) budget amendments will be permitted during the grant period. Budget amendments must be requested using the online Grants Management Information System, (GMIS), accompanied with a narrative. The deadline for all budget amendments to be submitted will be 45 days prior to the end of the grant period.
9. The subgrantee agrees to forward to the DCJS a copy of the scheduled audit of this grant award.

## Statement of Grant Award Special Conditions (Continued)

Grant No: 19-A4598FR19

10. The grantee agrees to comply with the Virginia Public Procurement Act <http://eva.virginia.gov/pages/eva-vppa.htm>. Procurement transactions, whether negotiated or advertised and without regard to dollar value, shall be conducted in a manner so as to provide maximum open and free competition. An exemption to this regulation requires the prior approval of the DCJS and is only given in unusual circumstances. Any request for exemption must be submitted in writing to the DCJS. Permission to make sole source procurements must be obtained from DCJS in advance.
11. Acceptance of this grant award by the local government applicant constitutes its agreement that it assumes full responsibility for the management of all aspects of the grant and the activities funded by the grant, including assuring proper fiscal management of and accounting for grant funds; assuring that personnel paid with grant funds are hired, supervised and evaluated in accord with the local government's established employment and personnel policies; and assuring that all terms, conditions and assurances—those submitted with the grant application, and those issued with this award—are complied with.
12. Any delegation of responsibility for carrying out grant-funded activities to an office or department not a part of the local government must be pursuant to a written memorandum of understanding by which the implementing office or department agrees to comply with all applicable grant terms, conditions and assurances. Any such delegation notwithstanding, the applicant acknowledges by its acceptance of the award its ultimate responsibility for compliance with all terms, conditions and assurances of the grant award.
13. PROJECT INCOME: Any funds generated as a direct result of DCJS grant funded projects are deemed project income. Project income must be reported on forms provided by DCJS. The following are examples of project income: Service fees; Client fees; Usage or Rental fees; sales of materials; income received from sale of seized and forfeited assets (cash, personal or real property included).
14. Prior to DCJS disbursing funds, the Subgrantee must comply with the following Special Conditions:



COMMONWEALTH of VIRGINIA

Department of Criminal Justice Services

NOTICE

Shannon Dion  
Director

1100 Bank Street  
Richmond, Virginia 23219  
(804) 786-4000

To: Grants Project Administrator  
From: Albert Stokes, DCJS Grants Manager  
Re: Post Award Instructions and Reporting Requirements  
PLEASE READ VERY CAREFULLY

- GRANT AWARD AND SPECIAL CONDITIONS:  
Please review your Award and Special Conditions very carefully. *Pay attention to the last Special Condition listed. This Special Condition may require additional documentation from you before grant funds can be released.* Sign and date the grant award acceptance and submit any Special Condition documentation by mail or email to:

Office of Grants Management  
Attn: Albert Stokes, Manager  
Department of Criminal Justice Services  
1100 Bank Street, 12<sup>th</sup> Floor  
Richmond, Virginia 23219  
[grantsmgmt@dcjs.virginia.gov](mailto:grantsmgmt@dcjs.virginia.gov)

- REPORTING REQUIREMENTS  
By accepting the accompanying grant award, you are agreeing to submit online quarterly progress and financial reports for this grant throughout the grant period, as well as final reports to close the grant. **No eligible current recipient of funding will be considered for continuation funding if, as of the continuation application due date, any of the required Financial and Progress reports for the current grant are more than thirty (30) days overdue.** For good cause, submitted in writing by the grant recipient, DCJS may waive this provision.

Financial reports and progress reports are due no later than the close of business on the 12<sup>th</sup> working day after the end of the quarter. Reports are required even if no expenditures have occurred during the quarter. **Requests for Funds will not be honored from grant recipients who do not fulfill this reporting obligation.** A schedule of due dates is also attached for your reference.

**PROGRESS REPORTS FOR DCJS**

Refer to our website: <http://www.dcjs.virginia.gov/> for submitting progress reports through our online Grants Management Information System (GMIS). In order to use this web-based system, if you have not previously done so, you must obtain a user name and password set up by your Finance Officer, whose name and contact information is listed on the attached Grant Statement of Award/Acceptance. You are required to use the online system to submit your progress reports.

Paper copies of Progress Reports are no longer accepted.

**FINANCIAL REPORTS**

Refer to our website for submitting financial reports through our online Grants Management Information System (GMIS). In order to use this web-based system, if you have not previously done so, you must obtain a user name and password set up by your Finance Officer, whose name and contact information is listed on the attached Grant Statement of Award/Acceptance. The address is <http://www.dcjs.virginia.gov/grantsAdministration/gmis/index.cfm?menuLevel=4>.

Paper copies of the financial reports are no longer accepted. You are required to use the online system in reporting your expenditures.

**REQUESTING GRANT FUNDS**

Refer to our website for requesting funds through our online Grants Management Information System (GMIS). In order to use this web-based system, if you have not previously done so, you must obtain a user name and password set up by your Finance Officer, whose name and contact information is listed on the attached Grant Statement of Award/Acceptance. \*Please note you can access this system using the same password assigned for the online financial reporting system.

The address is <http://www.dcjs.virginia.gov/grantsAdministration/gmis/index.cfm?menuLevel=4>.  
You are required to use the online system for requesting funds.

**BUDGET AMENDMENTS**

Budgets can be amended in most DCJS grant programs with prior approval. Please review your Special Conditions carefully to determine the requirements and procedures for amending budgets. Refer to our website for amending budgets through our online Grants Management Information System (GMIS). \*Please note again that you can access this system using the same password assigned for the online financial reporting system. This process can take up to (30) days for approval.

The address is <http://www.dcjs.virginia.gov/grantsAdministration/gmis/index.cfm?menuLevel=4>.

Paper copies of the Budget Amendments are no longer accepted! You are required to use the online system for submitting budget amendments.

**PROJECTED DUE DATES  
FINANCIAL & PROGRESS REPORTS**

*Reports are due by the 12th working day following the close of the quarter covered in the report.*

- Financial reports are required quarterly, even if no expenditures have occurred.

<i>QUARTER ENDING</i>	<i>DUE DATE</i>
9/30/2018	10/17/2018
12/31/2018	1/17/2019
3/31/2019	4/16/2019
6/30/2019	7/17/2019
9/30/2019	10/17/2019

*Please contact the appropriate DCJS staff person if you need assistance with the following:*

- Financial Reports and Request for Funds – DCJS Fiscal Services Manager, Bill Dodd, at 804/371-0638 or [bill.dodd@dcjs.virginia.gov](mailto:bill.dodd@dcjs.virginia.gov)
- GMIS – Complete and send an email to [grantsweb@dcjs.virginia.gov](mailto:grantsweb@dcjs.virginia.gov) citing the error message received, to request assistance from the GMIS IT Specialist, DeAndrea Williams.
- Progress Reports and Other Requests – your assigned DCJS Grant Program Monitor.
- If you have general questions, please contact Beverly Johnson at (804) 786-9055 or by e-mail at [beverly.johnson@dcjs.virginia.gov](mailto:beverly.johnson@dcjs.virginia.gov).

general programs 4/18

**FY 19 Budget Transfers**

9/28/2018

FROM	TO	AMOUNT
Personnel Contingency	Maintenance	
Eng and Arch. Contingency	Public Information	52,765
Convenience Center	Sheriff's Office Sal and Ben	38,896
Personnel Contingency	Parks Admin Health Ins	7,790
Personnel Contingency	Planning Admin Health Ins	7,793

Maintenance Technician



ACCOUNT DESCRIPTION	REVISED BUDGET	YTD EXPENDED	AVAILABLE	XFER	NOTES
11010 Board of Supervisors	57,265.00	52,914.91	4,350.09		
12110 County Administrator	371,960.00	371,608.05	351.95		
12120 Public Information Servi	-	7,927.13	(7,927.13)	7,928.00	New position in May
12210 Legal Services	35,000.00	20,595.78	14,404.22	(10,844.00)	
12310 Commissioner of Revenue	205,595.00	227,620.36	(22,025.36)	22,026.00	Leave payout; staff overlap
12320 Assessor	3,500.00	4,500.00	(1,000.00)	1,000.00	CAMRA price increase
12410 Treasurer	283,804.00	292,793.49	(8,989.49)	8,990.00	Unbudgeted health; remission of DMV Stop fees
12510 Data Processing/IT	296,879.00	286,948.17	9,930.83		
13100 Electoral Board and Offi	44,003.00	33,590.36	10,412.64	(147.00)	
13200 Registrar	78,482.00	78,628.92	(146.92)	147.00	
21100 Circuit Court	12,680.00	13,620.65	(940.65)	941.00	Copier
21200 General District Court	4,420.00	3,773.74	646.26		
21300 Magistrate	100.00	-	100.00		
21510 Blue Ridge Legal Service	1,500.00	1,500.00	-		
21600 Juvenile & Domestic Rela	3,500.00	2,523.65	976.35		
21700 Clerk of the Circuit Cou	254,374.00	267,044.46	(12,670.46)	12,671.00	PT Salaries
21910 Victim and Witness Assis	72,385.00	67,484.99	4,900.01		
21940 Regional Court Services	6,179.00	6,179.10	(0.10)	1.00	
22100 Commonwealth's Attorney	365,239.00	360,875.35	4,363.65		
31200 Sheriff	2,341,250.00	2,362,877.88	(27,160.86)	27,161.00	Primarily Communications OT
31210 Criminal Justice Trainin	20,000.00	18,720.00	1,280.00		
31220 Drug Task Force	12,500.00	10,498.67	2,001.33		
31400 Communications	-	-	-		
32200 Volunteer Fire Companies	154,593.00	155,777.95	(1,184.95)	1,185.00	Liability Insurance
32201 Blue Ridge Volunteer Fir	51,200.00	51,177.20	22.80		
32202 Boyce Volunteer Fire Co	51,600.00	51,569.60	30.40		
32203 Enders Volunteer Fire Co	77,800.00	77,746.80	53.20		
32310 Fire and Rescue Services	804,646.00	850,074.65	(45,428.65)	45,429.00	OT
32320 Lord Fairfax Emergency M	6,282.00	6,282.00	-		
32400 Forestry Services	2,712.00	2,711.52	0.48		
33210 Regional Jail	551,259.00	551,262.00	(3.00)	3.00	
33220 Juvenile Detention Cente	16,254.00	16,093.00	161.00		
33300 Probation Office	800.00	48.00	752.00		
34100 Building Inspections	211,515.00	192,149.21	19,365.79	(13,481.00)	
35100 Animal Control	118,496.00	109,811.45	8,684.55		
35300 Med Examiner & Indigent	500.00	1,040.00	(540.00)	540.00	
42400 Refuse Disposal	162,000.00	141,202.43	20,797.57		
42410 Solid Waste Convenience	50,000.00	-	50,000.00	(50,000.00)	
42600 Litter Control	5,310.00	5,297.95	12.05		
42700 Sanitation	240,750.00	235,781.39	4,968.61		
43200 General Property Mainten	857,854.00	730,414.24	128,342.64	(58,146.00)	
51100 Local Health Department	221,909.00	221,909.00	-		
51200 Our Health	6,500.00	6,500.00	-		
52400 N Shen Valley Subst Abus	15,000.00	15,000.00	-		
52500 Northwestern Community S	90,000.00	90,000.00	-		
52800 Concern Hotline	750.00	750.00	-		
52900 NW Works	1,000.00	1,000.00	-		
53230 Shenandoah Area Agency o	40,000.00	40,000.00	-		
53240 Loudoun Transit Service	19,302.00	19,302.00	-		
53250 FISH of Clarke County	1,000.00	1,000.00	-		
53600 Access Independence	1,000.00	1,000.00	-		
53700 The Laurel Ctr (Women's	2,500.00	2,500.00	-		
53710 Tax Relief for the Elder	212,501.00	173,815.00	38,686.00		
69100 Lord Fairfax Community C	15,788.00	15,788.00	-		
71100 Parks Administration	440,606.00	420,431.42	20,174.58		
71310 Recreation Center	109,130.00	100,547.86	8,582.14		
71320 Swimming Pool	84,214.00	58,572.81	25,641.19		
71350 Programs	241,427.00	190,202.18	48,524.32		
71360 Concession Stand	15,330.00	13,541.35	1,788.65		

72240 Barns of Rose Hill	5,000.00	5,000.00	-		
72700 VA Commission for the Ar	9,000.00	9,000.00	-		
73200 Handley Regional Library	223,757.00	223,757.00	-		
81110 Planning Administration	406,936.00	420,416.78	(13,480.78)	13,481.00	Allocation with Building Inspections
81120 Planning Commission	14,388.00	10,421.78	3,966.22		
81130 Berryville Dev Authority	2,300.00	150.00	2,150.00		
81140 Regional Airport Authori	2,500.00	2,500.00	-		
81310 Housing Services	2,500.00	2,500.00	-		
81400 Board of Zoning Appeals	3,519.00	6,434.20	(2,915.20)	2,916.00	Legal expenses
81510 Office of Economic Devel	61,575.00	47,103.83	14,471.17	(14,000.00)	
81530 Small Business Dev Cente	1,500.00	1,500.00	-		
81540 Blandy Experimental Farm	3,000.00	3,000.00	-		
81550 Berryville Main Street	2,500.00	2,500.00	-		
81800 Historic Preservation Co	7,900.00	7,633.31	266.69		
81910 Northern Shen Valley Reg	10,273.00	10,273.00	-		
82210 Water Quality Management	30,000.00	30,000.00	-		
82220 Friends of the Shenandoa	3,000.00	3,000.00	-		
82230 Board of Septic Appeals	1,565.00	811.40	753.60		
82400 LF Soil & Water Cons Dis	5,000.00	5,000.00	-		
82600 Bio-solids Application	6,990.00	1,230.52	5,759.48		
83100 Cooperative Extension Pr	43,712.00	39,996.05	3,715.95		
83400 4-H Center	2,300.00	2,300.00	-		
91600 Contingency Reserves	35,609.00	-	35,609.00	(35,609.00)	
Social Services			(37,733.00)	37,733.00	Leave payouts
School Debt Service			(75.00)	75.00	

NET

ACCOUNT DESCRIPTION	ORIGINAL APPROP	TRANFRS/A DJ	REVISED BUDGET	YTD EXPENDED	Proposed Adjustments	AVAILABLE BUDGET	Notes
94110 HVAC System Replacement	10,000	18,500	28,500	14,391		14,109	
94120 Roofing	10,000	111,039	121,039	0		121,039	
94130 Painting and Flooring	10,000	7,094	17,094	17,094		0	
94140 Landscaping	10,000	15,375	25,375	0		25,375	
94150 Asphalt, Sidewalk, Path	10,000	10,586	20,586	17,450		3,136	
94180 Courthouse Complex Repai	0	66,373	66,373	0		66,373	
94320 Auto Replacement	30,000	4,545	34,545	28,448		6,097	
94326 Fire/EMS Vehicle	110,000	5,264	115,264	99,421		0	
94328 RSAF-EMS Intubation Equi	0	27,241	27,241	25,433		0	
94331 Sheriff's Vehicles	50,000	1,150	51,150	49,465		1,685	
94409 Citizen's Convenience Ce	97,400	731,375	828,775	95,864		732,911	
94506 Greenway Court Preservat	0	2,254	2,254	2,253		0	
94601 Technology Improvements	40,000	101,087	141,087	61,748		79,339	
94602 Systems Integration	0	141,574	141,574	131,956		9,618	
94603 Mobile Radio System	376,746	44,829	421,575	7,530		414,045	
94607 E-Ticket Software	0	7,800	7,800	0		0	
94608 PSAP Call Handling Equip	92,792	0	92,792	86,810		0	
94609 RSAF Card Set Replacemen	15,000	0	15,000	0		0	
94702 Swimming Pool	0	53,378	53,378	0		53,378	
94703 Park Fencing	40,000	31,036	71,036	0		71,036	
94706 Park Sitework and Parkin	30,000	35,500	65,500	61,399		4,101	
94707 Recreation Center Additi	15,651	-14,431	1,220	0		1,220	
94708 Park-Kohn Prpty Developm	0	20,000	20,000	20,000		0	
94709 New Park Shelter	0	61,964	61,964	4,000		57,964	
94710 Park Trash Cans	0	14,431	14,431	13,930		501	
<b>EXPENSES</b>	<b>947,589</b>	<b>1,497,964</b>	<b>2,445,553</b>	<b>737,190</b>	<b>0</b>	<b>1,661,929</b>	
<b>Revenue</b>							
94310 Sheriff's Equipment	0	-653	-653	-848			
94326 Fire/EMS Vehicle	-40,000	21,232	-18,768	0		0	
94328 RSAF-EMS Intubation Equi	0	-27,241	-27,241	-10,715		-13,595	
94608 PSAP Call Handling Equip	-92,792	0	-92,792	-86,810		0	
94609 RSAF Card Set Replacemen	-15,000	0	-15,000	0		0	
Transfer from General Fund	0	-2,188,664	-2,188,664	-638,818		-1,648,333	
<b>REVENUE</b>	<b>-147,792</b>	<b>-2,195,326</b>	<b>-2,343,118</b>	<b>-737,190</b>	<b>0</b>	<b>-1,661,929</b>	
<b>Revenue Total</b>	<b>-147,792</b>	<b>-2,195,326</b>	<b>-2,343,118</b>	<b>-737,190</b>	<b>0</b>	<b>-1,661,929</b>	
<b>Expense Total</b>	<b>947,589</b>	<b>1,497,964</b>	<b>2,445,553</b>	<b>737,190</b>	<b>0</b>	<b>1,661,929</b>	
<b>Grand Total</b>	<b>799,797</b>	<b>-697,362</b>	<b>-102,435</b>	<b>0</b>	<b>0</b>	<b>0</b>	

FUNCTION	ACCOUNT DESCRIPTION	ORIGINAL APPROP	TRANFRS/ ADJSMTS	REVISED BUDGET	YTD ACTUAL	Proposed Adjustments	AVAILABLE BUDGET
61100	61100 Classroom Instruction	0	19,327	19,327	0.00		19,327
61110	61110 School Furniture Replace	25,000	19,871	44,871	41,181		3,690
61130	61130 Uniform Repl & Band Inst	20,000	69,942	89,942	6,527	-6,002	77,413
61140	61140 Athletics Equipment & Un	0	20,000	20,000	26,002	6,002	0
63500	63500 School Bus Purchases	162,000	64,000	226,000	224,472	-1,528	0
63700	63700 Other Veh & Equip Purcha	18,000	37,267	55,267	60,160	4,893	0
65100	65100 School Food Services	0	27,618	27,618	11,657	-11,778	4,183
66223	66223 Fencing	0	45,720	45,720	41,377		4,343
66233	66233 School Signage	0	17,871	17,871	8,627	-3,365	5,879
66250	66250 Fields and Playgrounds	0	13,360	13,360	1,888		11,472
66253	66253 Asphalt/Sidewalk/Track/C	0	80,847	80,847	54,287		26,560
66612	66612 Painting	100,000	79,929	179,929	10,965		168,964
66616	66616 Heating, Ventilation & A	50,000	235,591	285,591	98,072		187,519
66625	66625 Cooley Lower Campus Reno	0	23,634	23,634	0		23,634
66629	66629 Berryville Primary Renov	0	1,766,773	1,766,773	1,592,786	-173,987	0 Let \$173,987 go back to general fund
66636	66636 Roof Replacements	147,000	240,062	387,062	37,307		349,755
66644	66644 Flooring	20,000	27,060	47,060	19,799	-4,717	22,544
66645	66645 Security Improvements	0	363,165	363,165	105,817		257,348
66646	66646 Boyce School Repairs	0	50,000	50,000	0		50,000
66648	66648 Johnson Wms Middle Sch R	0	70,000	70,000	74,717	4,717	0
68100	68100 Technology Classroom Ins	0	67,998	67,998	63,044		4,954
68200	68200 Technology Inst Support	146,000	286,533	432,533	2,037		430,496
68300	68300 Technology Administratio	0	31,166	31,166	31,165		1
68301	68301 ERP System	0	79,119	79,119	31,761		47,358
68700	68700 Tech Fd Svc & Other Non-	0	0	0	11,778	11,778	0
115 68100	68100 Tech Bond	154,000	231,340	385,340	357,791		22,549
	<b>Expenses</b>	<b>842,000</b>	<b>3,968,193</b>	<b>4,810,193</b>	<b>2,913,217</b>	<b>-173,987</b>	<b>1,717,989</b> ✓
115 68800	68800 Tech Bond Revenue	-154,000	-226,340	-380,340	-357,791		-22,549 ✓
00000	Transfer from General Fund	0	-4,429,853	-4,429,853	-2,555,426		-1,695,440 ✓
	<b>Revenue</b>	<b>-154,000</b>	<b>-4,656,193</b>	<b>-4,810,193</b>	<b>-2,913,217</b>		<b>-1,717,989</b>
	<b>Revenue Total</b>	<b>-154,000</b>	<b>-4,656,193</b>	<b>-4,810,193</b>	<b>-2,913,217</b>		<b>-1,717,989</b>
	<b>Expense Total</b>	<b>842,000</b>	<b>3,968,193</b>	<b>4,810,193</b>	<b>2,913,217</b>		<b>1,717,989</b>
	<b>Grand Total</b>	<b>688,000</b>	<b>-688,000</b>	<b>0</b>	<b>0.00</b>		<b>0</b>

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

<u>VENDOR NAME</u>	<u>ORG</u>	<u>ACCOUNT DESC</u>	<u>FULL DESC</u>	<u>INVOICE DATE</u>	<u>AMOUNT</u>
Ace Photo	23512810	Cnsrv Esmt Donation- Purch Svc	Gift Certificates for photo contest	09/04/2018	\$ 1,800.00
<b>Ace Photo Total</b>					\$ 1,800.00
Aetna Provider Resol	10000775	Rev Rf Insurance Claim Reimb	Insurance refund 18-16045 overpaid mileage	09/26/2018	\$ 11.00
<b>Aetna Provider Resol Total</b>					\$ 11.00
Amazon Acct	10000180	Sheriff Mtls & Supplies Commun	ITEM: Plantronics 80354-01 Ea	08/01/2018	\$ 41.93
Amazon Acct	10000180	Sheriff E-Tkt Mat'l & Supplies	E-Ticket Paper	08/02/2018	\$ 56.00
Amazon Acct	10000180	Sheriff Police Supplies	Phone case and uniform accesor	07/18/2018	\$ 25.72
Amazon Acct	10000180	Sheriff Police Supplies	Batteries	07/19/2018	\$ 18.38
Amazon Acct	10000180	Sheriff Police Supplies	Phone case and uniform accesor	07/23/2018	\$ (7.67)
Amazon Acct	10000180	Sheriff Police Supplies	Batteries	07/19/2018	\$ 100.37
Amazon Acct	10000180	Sheriff Police Supplies	Batteries	07/19/2018	\$ 7.60
Amazon Acct	10000180	Sheriff Police Supplies	Phone case and uniform accesor	07/18/2018	\$ 30.71
Amazon Acct	10000180	Sheriff Police Supplies	Holster and Mag Pouch for Lich	07/20/2018	\$ 95.20
Amazon Acct	10000180	Sheriff Police Supplies	Holster and Mag Pouch for Lich	07/20/2018	\$ 19.99
Amazon Acct	10000180	Sheriff Police Supplies	POLICE AND PRISON EQUIPMENT AN	07/31/2018	\$ 35.98
Amazon Acct	10000180	Sheriff Office Supplies	Printer part to fix Livescan p	07/13/2018	\$ 83.18
Amazon Acct	10000260	EMS Materials & Supplies	Sandusky Lee shelves	07/19/2018	\$ 179.98
Amazon Acct	107	JAS Inventory -Mtls & Supplies	Supplies for Central Store (fl	07/16/2018	\$ 24.45
Amazon Acct	107	JAS Inventory -Mtls & Supplies	State Flags for Central Store	08/07/2018	\$ 71.90
Amazon Acct	107	JAS Inventory -Mtls & Supplies	Supplies for Central Store-Lam	07/10/2018	\$ 70.50
Amazon Acct	107	JAS Inventory -Mtls & Supplies	Supplies for Central Store (fl	07/18/2018	\$ 193.48
Amazon Acct	10700010	Finance Materials & Supplies	Wireless Keyboard and Mouse fo	07/30/2018	\$ 25.34
Amazon Acct	10700010	Finance Noncap Office Equip	HON Utility Table	07/17/2018	\$ 217.54
<b>Amazon Acct Total</b>					\$ 1,290.58
Anderson Control	10000950	Maintenanc Purchased Services	rm Anderson C Rec change batteries	09/04/2018	\$ 149.90
Anderson Control	10001020	Maintenanc Purchased Services	rm Anderson C. 311 E. Main alarm monitoring	09/07/2018	\$ 252.00
Anderson Control	23100010	Sheriff Materials & Supplies	Camera system for the District	08/30/2018	\$ 371.20
Anderson Control	30104310	Sheriff Eq Materials & Supplie	Camera system for the District	08/30/2018	\$ 10,000.00
<b>Anderson Control Total</b>					\$ 10,773.10
At&t	10000180	Sheriff Telephone	Monthly Charges	09/01/2018	\$ 25.18
<b>At&amp;t Total</b>					\$ 25.18
Bagspot Pet Waste	10000490	Rec Center Materials & Supplie	Mutt Mitts	09/10/2018	\$ 275.80
<b>Bagspot Pet Waste Total</b>					\$ 275.80
Bank of Clarke	10000150	Clk of CC Materials & Supplies	checks	09/28/2018	\$ 57.77
<b>Bank of Clarke Total</b>					\$ 57.77
Barenklau, Mark	10000260	EMS Travel	Fire & EMS Barenklau Exp Report DICO Training 9/18	09/28/2018	\$ 519.44
<b>Barenklau, Mark Total</b>					\$ 519.44
BB&T	10000010	BoS Purchased Services	brt VMCA Region III, IT, CoAd Edu, VACO Edu	09/17/2018	\$ 900.00
BB&T	10000020	County Adm Purchased Svcs	brt VMCA Region III, IT, CoAd Edu, VACO Edu	09/17/2018	\$ 195.00
BB&T	10000020	County Adm Travel	brt VMCA Region III, IT, CoAd Edu, VACO Edu	09/17/2018	\$ 28.38
BB&T	10000080	IT Technology SW/OL Content	brt VMCA Region III, IT, CoAd Edu, VACO Edu	09/17/2018	\$ 88.20
BB&T	10000080	IT Noncap Technology Hardware	brt VMCA Region III, IT, CoAd Edu, VACO Edu	09/17/2018	\$ 87.46
BB&T	10000100	Registrar Travel	Westfield Marriott - VRVAV Conference	08/09/2018	\$ 512.96
BB&T	10000180	Sheriff Travel - Communication	Statement	09/11/2018	\$ (6.81)
BB&T	10000180	Sheriff Travel - Sworn Staff	Monthly Stmt	09/10/2018	\$ 1,271.32
BB&T	10000180	Sheriff Travel - Sworn Staff	SRO Conference	09/11/2018	\$ 34.41
BB&T	10000180	Sheriff Travel - Sworn Staff	Statement	09/11/2018	\$ 637.63
BB&T	10000180	Sheriff Travel - Sworn Staff	Forensic Recert Conf - Ermerins	09/11/2018	\$ 295.85
BB&T	10000180	Sheriff Dues Subscr & Memb	Statement	09/11/2018	\$ 125.00
BB&T	10000180	Sheriff Materials & Supplies	Statement	09/11/2018	\$ 25.42
BB&T	10000180	Sheriff Office Supplies	Monthly Stmt	09/10/2018	\$ 100.93
BB&T	10000180	Sheriff Vehicle Fuel	Statement	09/11/2018	\$ 43.45
BB&T	10000180	Sheriff Uniform Communications	Statement	09/11/2018	\$ 68.00
BB&T	10000180	Sheriff Uniform Sworn Staff	Monthly Stmt	09/10/2018	\$ 104.04
BB&T	10000260	EMS Purchased Services	Fire & EMS BB&T credit card statement 9-10-18	09/10/2018	\$ 45.00
BB&T	10000260	EMS Travel	Fire & EMS BB&T credit card statement 9-10-18	09/10/2018	\$ 2,534.65
BB&T	10000260	EMS Miscellaneous	Fire & EMS BB&T credit card statement 9-10-18	09/10/2018	\$ 113.72
BB&T	10000260	EMS Materials & Supplies	Fire & EMS BB&T credit card statement 9-10-18	09/10/2018	\$ 92.75
BB&T	10000480	Parks Adm Dues Subscr & Memb	supplies	08/29/2018	\$ 90.00
BB&T	10000480	Parks Adm Materials & Supplies	supplies	08/29/2018	\$ 444.65
BB&T	10000510	Programs Group Trip	supplies	08/29/2018	\$ 476.00
BB&T	10000510	Programs Materials & Supplies	supplies	08/29/2018	\$ 36.98
BB&T	10000550	Plan Adm Dues Subscr & Memb	Supplies & VAZO Membership	09/20/2018	\$ 50.00
BB&T	10000550	Plan Adm Materials & Supplies	Supplies & VAZO Membership	09/20/2018	\$ 66.94
BB&T	23112890	Sheriff Materials & Supplies	Monthly Stmt	09/10/2018	\$ 28.29
BB&T	23112890	Sheriff Materials & Supplies	Statement	09/11/2018	\$ 25.99
<b>BB&amp;T Total</b>					\$ 8,516.21
Berryville Auto Part	10000180	Sheriff Purchased Services	CCSO Vehicle Repair	09/04/2018	\$ 25.00
Berryville Auto Part	10000180	Sheriff Purchased Services	CCSO Vehicle Repair - Towing 1503	09/04/2018	\$ 75.00
Berryville Auto Part	10000180	Sheriff Purchased Services	CCSO Vehicle Repair - 1003	09/04/2018	\$ 570.00
Berryville Auto Part	10000180	Sheriff Purchased Services	CCSO Vehicle Repair - 1304	09/04/2018	\$ 120.00

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

<u>VENDOR NAME</u>	<u>ORG</u>	<u>ACCOUNT DESC</u>	<u>FULL DESC</u>	<u>INVOICE DATE</u>	<u>AMOUNT</u>
Berryville Auto Part	10000180	Sheriff Purchased Services	CCSO Vehicle Repair - 1302	09/04/2018	\$ 40.00
Berryville Auto Part	10000180	Sheriff Purchased Services	CCSO Vehicle Repair 1304	09/04/2018	\$ 360.00
Berryville Auto Part	10000180	Sheriff Purchased Services	CCSO Vehicle Repair - 1304	09/04/2018	\$ 600.00
Berryville Auto Part	10000180	Sheriff Purchased Services	CCSO Vehicle Repair - 1303	09/13/2018	\$ 215.00
Berryville Auto Part	10000180	Sheriff Purchased Services	CCSO Vehicle Repair - 1304	09/13/2018	\$ 129.00
Berryville Auto Part	10000180	Sheriff Purchased Services	CCSO Vehilce Repair - 1304	09/13/2018	\$ 180.00
Berryville Auto Part	10000180	Sheriff Purchased Services	CCSO Vehicle Repair - 1601	09/22/2018	\$ 40.00
Berryville Auto Part	10000180	Sheriff Purchased Services	CCSO Vehicle Repair - 1302	09/24/2018	\$ 75.00
Berryville Auto Part	10000180	Sheriff Vehicle Repair Parts	CCSO Vehicle Repair	09/04/2018	\$ 80.00
Berryville Auto Part	10000180	Sheriff Vehicle Repair Parts	CCSO Vehicle Repair - 1003	09/04/2018	\$ 550.53
Berryville Auto Part	10000180	Sheriff Vehicle Repair Parts	CCSO Vehicle Repair - 1304	09/04/2018	\$ 172.81
Berryville Auto Part	10000180	Sheriff Vehicle Repair Parts	CCSO Vehicle Repair - 1302	09/04/2018	\$ 19.74
Berryville Auto Part	10000180	Sheriff Vehicle Repair Parts	CCSO Vehicle Repair 1304	09/04/2018	\$ 1,588.40
Berryville Auto Part	10000180	Sheriff Vehicle Repair Parts	CCSO Vehicle Repair - 1304	09/04/2018	\$ 386.20
Berryville Auto Part	10000180	Sheriff Vehicle Repair Parts	CCSO Vehicle Repair - Car Wash Supplies	09/10/2018	\$ 11.73
Berryville Auto Part	10000180	Sheriff Vehicle Repair Parts	CCSO Vehicle Repair - 1303	09/13/2018	\$ 302.11
Berryville Auto Part	10000180	Sheriff Vehicle Repair Parts	CCSO Vehilce Repair - 1304	09/13/2018	\$ 769.51
Berryville Auto Part	10000180	Sheriff Vehicle Repair Parts	CCSO Vehicle Repair	09/13/2018	\$ 106.22
Berryville Auto Part	10000180	Sheriff Vehicle Repair Parts	CCSO Vehicle Repair - 1401	09/18/2018	\$ 47.39
Berryville Auto Part	10000180	Sheriff Vehicle Repair Parts	CCSO Vehicle Repair - 1601	09/22/2018	\$ 24.03
Berryville Auto Part	10000380	Maintenanc Materials & Supplie	rm BAP Maint washer fluid	09/24/2018	\$ 4.27
<b>Berryville Auto Part Total</b>					<b>\$ 6,491.94</b>
Berryville Farm	10000960	Maintenanc Materials & Supplie	rm BFS Park round up bags	09/07/2018	\$ 33.59
<b>Berryville Farm Total</b>					<b>\$ 33.59</b>
Berryville True Valu	10000330	AnimalCtrl Materials & Supplie	rm BH ACO batteries	09/21/2018	\$ 8.99
Berryville True Valu	10000380	Maintenanc Materials & Supplie	rm BH Maint 2 cyc oil	09/11/2018	\$ 20.94
Berryville True Valu	10000380	Maintenanc Materials & Supplie	rm BH Maint Shop	09/21/2018	\$ 37.45
Berryville True Valu	10000900	Maintenanc Materials & Supplie	rm BH 100 N. Church St flapper , valve	09/19/2018	\$ 18.97
Berryville True Valu	10000960	Maintenanc Materials & Supplie	rm BH Park sand and snap links	09/14/2018	\$ 17.06
Berryville True Valu	10000960	Maintenanc Materials & Supplie	rm BH Park Barrel bolts	09/17/2018	\$ 7.58
Berryville True Valu	10000960	Maintenanc Materials & Supplie	rm BH Park paint trays for Saturday crew	09/26/2018	\$ 32.13
Berryville True Valu	10000970	Maintenanc Materials & Supplie	rm BH Pool shower handle	09/20/2018	\$ 37.99
Berryville True Valu	30104409	Citizens Convenience Ctr	rm BH CCCC sinker nail	09/17/2018	\$ 24.96
Berryville True Valu	30104409	Citizens Convenience Ctr	rm BH CCCC anchors and washers	09/18/2018	\$ 22.38
Berryville True Valu	30104409	Citizens Convenience Ctr	rm BH CCCC union slip concern	09/18/2018	\$ 36.98
Berryville True Valu	30104409	Citizens Convenience Ctr	rm BH CCCC Stud and clamp connector	09/24/2018	\$ 31.54
Berryville True Valu	30104409	Citizens Convenience Ctr	rm BH CCCC one hole strap staple and switch box	09/25/2018	\$ 14.53
Berryville True Valu	30104409	Citizens Convenience Ctr	rm BH CCCC light fixture box/knock out	09/25/2018	\$ 28.96
Berryville True Valu	30104409	Citizens Convenience Ctr	rm BH CCCC 250' 12/2 w/g cable	09/25/2018	\$ 57.99
Berryville True Valu	30104409	Citizens Convenience Ctr	rm BH CCCC ceiling box lamp holder	09/25/2018	\$ 8.98
<b>Berryville True Valu Total</b>					<b>\$ 407.43</b>
Blue Sky Towers	10000180	Sheriff Leases & Rentals	Tower, Transmittal, Antennae L	09/01/2018	\$ 2,380.50
<b>Blue Sky Towers Total</b>					<b>\$ 2,380.50</b>
Bottom Line Telecomm	30104601	Tk Improve Capital Outlay Repl	IP Phones	09/05/2018	\$ 45.05
<b>Bottom Line Telecomm Total</b>					<b>\$ 45.05</b>
Bouffault, Robina	10000560	Plan Com Board Member Fees	Attd @ PC September mtgs	09/11/2018	\$ 100.00
<b>Bouffault, Robina Total</b>					<b>\$ 100.00</b>
Broy & Son Pump	10000890	JGC Maintenanc Purchased Servi	rm Broy&Son 101 Chalmers unstop sewer	09/18/2018	\$ 178.70
Broy & Son Pump	74000010	Maintenanc Purchased Services	rm Broy&Son 101 Chalmers unstop sewer	09/18/2018	\$ 106.30
<b>Broy &amp; Son Pump Total</b>					<b>\$ 285.00</b>
Buckley, Randy	10000560	Plan Com Board Member Fees	Attd @ PCSeptember mtgs	09/11/2018	\$ 100.00
<b>Buckley, Randy Total</b>					<b>\$ 100.00</b>
Buddy Dunlap	10000510	Programs Purchased Services	contracted employcee	08/31/2018	\$ 1,700.00
<b>Buddy Dunlap Total</b>					<b>\$ 1,700.00</b>
Caldwell, Anne	10000560	Plan Com Board Member Fees	Attd @ Sept PC mtgs	09/11/2018	\$ 100.00
<b>Caldwell, Anne Total</b>					<b>\$ 100.00</b>
Capelli, Len	10000610	Econ Dev Purchased Services	lbw Econ Dev Dir Capelli Pd 08 Hours	09/03/2018	\$ 3,250.00
<b>Capelli, Len Total</b>					<b>\$ 3,250.00</b>
Cardillo, Robin Couc	23512810	Cnsrv Esmt Donation- Purch Svc	Services for CEA photo contest	09/04/2018	\$ 1,440.00
<b>Cardillo, Robin Couc Total</b>					<b>\$ 1,440.00</b>
CEIA	10000180	Sheriff Police Supplies	Power cable for metal detector	08/23/2018	\$ 288.88
<b>CEIA Total</b>					<b>\$ 288.88</b>
Chatman, Stacey	10000510	Programs Purchased Services	contracted employee	09/17/2018	\$ 145.60
<b>Chatman, Stacey Total</b>					<b>\$ 145.60</b>
Chief Supply Corp	10000180	Sheriff Uniform Sworn Staff	Boots - Seabright	09/11/2018	\$ 316.74
Chief Supply Corp	10000180	Sheriff Uniform Sworn Staff	Duty Belt	09/19/2018	\$ 47.74
<b>Chief Supply Corp Total</b>					<b>\$ 364.48</b>
Clarke County Treasu	10000510	Programs Group Trip	Summer Camp field Trips done by Schools	07/06/2018	\$ 92.44
<b>Clarke County Treasu Total</b>					<b>\$ 92.44</b>
Combs Wastewater Man	10000480	Parks Adm Leases & Rentals	Portable Toilet	09/03/2018	\$ 70.00
<b>Combs Wastewater Man Total</b>					<b>\$ 70.00</b>

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Comcast	10000080	IT Telecomm Online Tech	Government internet	08/23/2018	\$ 165.64
Comcast	10000080	IT Telecomm Online Tech	internet	09/23/2018	\$ 174.58
<b>Comcast Total</b>					\$ 340.22
Commercial Press	10000100	Registrar Materials & Supplies	#10 Window Envelopes	08/27/2018	\$ 74.25
Commercial Press	10000320	Bldg Insp Materials & Supplies	Business cards for Jamie Royston	09/21/2018	\$ 39.95
<b>Commercial Press Total</b>					\$ 114.20
Commonwealth Industr	10000180	Sheriff Police Supplies	Fuses (Road Flares)	08/17/2018	\$ 529.90
<b>Commonwealth Industr Total</b>					\$ 529.90
ComputerPlus	10000080	IT Maint Contracts	IBM Hardware Support-AS400	09/01/2018	\$ 127.00
<b>ComputerPlus Total</b>					\$ 127.00
Consolidated Electri	10000960	Maintenanc Purchased Services	rm Consolidated Park Tennis C replace light, balla	09/04/2018	\$ 1,421.00
<b>Consolidated Electri Total</b>					\$ 1,421.00
County of Frederick	10000350	RefuseDisp Intergov Svc Agreem	refuse	09/05/2018	\$ 885.40
<b>County of Frederick Total</b>					\$ 885.40
CPI	10000180	Sheriff Miscellaneous Expendit	Annual OpenFox License and Maintenance	09/16/2018	\$ 520.20
<b>CPI Total</b>					\$ 520.20
Craig's Firearms	10000180	Sheriff Ammunition	POLICE AND PRISON EQUIPMENT AN	08/30/2018	\$ 368.60
<b>Craig's Firearms Total</b>					\$ 368.60
Daly Computers	10000080	IT Noncap Technology Hardware	Yealink test phones	07/30/2018	\$ 698.00
Daly Computers	30104601	Tk Improve Capital Outlay Repl	6 workstation computers	09/17/2018	\$ 7,374.00
<b>Daly Computers Total</b>					\$ 8,072.00
Dehaven Berkeley	10000170	Comm Atty Materials & Supplies	water bill September	09/17/2018	\$ 27.00
Dehaven Berkeley	10000180	Sheriff Mtls & Supplies Commun	Water	09/17/2018	\$ 40.05
Dehaven Berkeley	10000180	Sheriff Office Supplies	Water	09/17/2018	\$ 14.00
Dehaven Berkeley	10000380	Maintenanc Water & Sewer	rm Dehaven Cooler rental 9/3/18	09/13/2018	\$ 11.00
Dehaven Berkeley	10000380	Maintenanc Water & Sewer	rm Dehaven Maint water	09/17/2018	\$ 14.00
<b>Dehaven Berkeley Total</b>					\$ 106.05
DMV	10000070	Treasurer DMV Stop	dmv releases	08/31/2018	\$ 1,100.00
<b>DMV Total</b>					\$ 1,100.00
eCore Software Inc	10000260	EMS Purchased Services	Fire & EMS ePro Scheduler Software Oct 2018	09/24/2018	\$ 170.00
<b>eCore Software Inc Total</b>					\$ 170.00
Fire Protection	10000380	Maintenanc Purchased Services	rm Fire Protect Main Shop and spares	07/12/2018	\$ 59.75
Fire Protection	10000890	JGC Maintenanc Purchased Servi	rm Fire Prot fish & 311 E. fire ext inspec	07/12/2018	\$ 37.30
Fire Protection	10000930	Maintenanc Purchased Services	rm Fire Prot fish & 311 E. fire ext inspec	07/12/2018	\$ 7.00
Fire Protection	10000940	Maintenanc Purchased Services	rm Fire Prot fish & 311 E. fire ext inspec	07/12/2018	\$ 8.50
Fire Protection	10001010	Maintenanc Purchased Services	rm Fire Prot fish & 311 E. fire ext inspec	07/12/2018	\$ 54.20
Fire Protection	10001020	Maintenanc Purchased Services	rm Fire Prot fish & 311 E. fire ext inspec	07/12/2018	\$ 27.00
Fire Protection	74000010	Maintenanc Purchased Services	rm Fire Prot fish & 311 E. fire ext inspec	07/12/2018	\$ 22.20
<b>Fire Protection Total</b>					\$ 215.95
Frederick-Winchester	10000370	Sanitation Intergov Svc Agreem	August 2018	09/11/2018	\$ 2,616.49
<b>Frederick-Winchester Total</b>					\$ 2,616.49
GCA	10000380	Maintenanc Custodial Contracts	rm GCA County Cleaning for Sept 2018	09/01/2018	\$ 3,366.23
GCA	10000890	JGC Maintenanc Custodial Contr	rm GCA County Cleaning for Sept 2018	09/01/2018	\$ 2,332.38
GCA	10001020	Maintenanc Custodial Contracts	rm GCA County Cleaning for Sept 2018	09/01/2018	\$ 293.78
GCA	74000010	Maintenanc Custodial Contracts	rm GCA County Cleaning for Sept 2018	09/01/2018	\$ 1,387.51
<b>GCA Total</b>					\$ 7,379.90
Glover, Robert P.	10000560	Plan Com Board Member Fees	Attd @ PC September mtgs	09/11/2018	\$ 100.00
<b>Glover, Robert P. Total</b>					\$ 100.00
Grainger Inc	10000330	AnimalCtrl Materials & Supplie	rm Graingers ACO staples 3/8" heavy duty	09/18/2018	\$ 62.30
<b>Grainger Inc Total</b>					\$ 62.30
Gray, Ginger	10000510	Programs Purchased Services	Contracted employee	08/31/2018	\$ 200.20
Gray, Ginger	10000510	Programs Purchased Services	Contracted Employee	09/17/2018	\$ 182.00
<b>Gray, Ginger Total</b>					\$ 382.20
Grubb, Kristen	10000510	Programs Purchased Services	contracted employee	09/17/2018	\$ 142.45
<b>Grubb, Kristen Total</b>					\$ 142.45
Hall, Monahan	10000030	Legal Svc Purchased Svcs	lbw PA, Boundary, FOIA, Water	09/04/2018	\$ 947.50
Hall, Monahan	10000550	Plan Adm Purchased Services	lbw PA, Boundary, FOIA, Water	09/04/2018	\$ 577.50
<b>Hall, Monahan Total</b>					\$ 1,525.00
Hurt&Proffitt	30104409	Citizens Conv Ctr Eng & Archit	A/E Services for Convenience C	09/14/2018	\$ 2,327.00
<b>Hurt&amp;Proffitt Total</b>					\$ 2,327.00
Internal Revenue Ser	10000020	County Adm Health Ins	Late penalty PCORI for filing FY17 late	09/10/2018	\$ 101.51
<b>Internal Revenue Ser Total</b>					\$ 101.51
John H Enders Fire	10000250	Enders Volunteer Fire Co Contr	FY19 Q1 Allocation	08/20/2018	\$ 22,500.00
<b>John H Enders Fire Total</b>					\$ 22,500.00
Judge, Thomas	10700010	Finance Materials & Supplies	Supplies for JAS	10/03/2018	\$ 5.27
<b>Judge, Thomas Total</b>					\$ 5.27
Kalbman, Maral	10000550	Plan Adm Pass Thru Eng Fees	Consulting services for the PC	09/04/2018	\$ 325.00
Kalbman, Maral	10000640	HstPrvCom Purchased Services	HPC Consulting Services	09/04/2018	\$ 650.00
<b>Kalbman, Maral Total</b>					\$ 975.00
Kathryn Rounds	10000510	Programs Refunds	Refund	09/18/2018	\$ 50.00
<b>Kathryn Rounds Total</b>					\$ 50.00



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KNS Technologies	10000610	Econ Dev Maint Svc Contracts	Website Maintenance August 2018	09/03/2018	\$ 150.00
<b>KNS Technologies Total</b>					\$ 150.00
Kruhm, Douglas	10000560	Plan Com Board Member Fees	Attd @ PC September mtgs	09/11/2018	\$ 100.00
<b>Kruhm, Douglas Total</b>					\$ 100.00
Kunkel, Marie	10000180	Sheriff Purchased Services	Instructor for Sworn Staff Training	09/21/2018	\$ 250.00
<b>Kunkel, Marie Total</b>					\$ 250.00
Kustom Signals Inc	10000180	Sheriff Purchased Services	Tuning Fork Certification	09/18/2018	\$ 772.00
<b>Kustom Signals Inc Total</b>					\$ 772.00
Language Line Servic	10000180	Sheriff Purchased Services	Over the Phone Interpretation	08/31/2018	\$ 18.45
<b>Language Line Servic Total</b>					\$ 18.45
Lee, Frank	10000560	Plan Com Board Member Fees	Attd @ PC September mtgs	09/11/2018	\$ 100.00
<b>Lee, Frank Total</b>					\$ 100.00
LexisNexis	10000010	BoS Dues, Subscrip & Member	lbw 12-18 thru 11-19 VA Adv CRT Rules & Prac Full	09/10/2018	\$ 112.46
LexisNexis	10000020	County Adm Dues Subscr & Memb	lbw VA Admin Law Appdx 2018E	09/20/2018	\$ 51.08
LexisNexis	10000180	Sheriff Purchased Services	Monthly Service Fees	08/31/2018	\$ 50.00
<b>LexisNexis Total</b>					\$ 213.54
Logan Systems Inc	10000150	Clk of CC Microfilming	Computer indexing	09/15/2018	\$ 480.84
<b>Logan Systems Inc Total</b>					\$ 480.84
Lord Fairfax Health	10000385	Local Health Dept Contribution	2nd Qtr commitment 2019	09/20/2018	\$ 47,840.50
<b>Lord Fairfax Health Total</b>					\$ 47,840.50
Lowes	10000380	Maintenanc Materials & Supplie	rm Lowes CCC and Maint door frame and drill	09/24/2018	\$ 94.06
Lowes	10000380	Maintenanc Materials & Supplie	rm Lowes Kohn Property lumber	09/25/2018	\$ 369.76
Lowes	10000940	Maintenanc Materials & Supplie	rm Lowes 524 W. Conven Center wedges and nonskid	09/07/2018	\$ 87.00
Lowes	30104409	Citizens Convenience Ctr	rm Lowes 524 W. Conven Center wedges and nonskid	09/07/2018	\$ 39.54
Lowes	30104409	Citizens Convenience Ctr	rm Lowes CCCC return door frame	09/24/2018	\$ (92.63)
Lowes	30104409	Citizens Convenience Ctr	rm Lowes CCCC toilet lumber,	09/17/2018	\$ 547.54
Lowes	30104409	Citizens Convenience Ctr	rm Lowes CCC and Maint door frame and drill	09/24/2018	\$ 131.49
Lowes	30104409	Citizens Convenience Ctr	rm Lowes Conv. Center supplies	09/14/2018	\$ 1,335.32
Lowes	30104409	Citizens Convenience Ctr	rm Lowes Conven Center sheathing and roll alum	09/11/2018	\$ 245.54
Lowes	30104409	Citizens Convenience Ctr	rm Lowes CCCC return R13 insulation	09/17/2018	\$ (238.08)
<b>Lowes Total</b>					\$ 2,519.54
Malone, Gwendolyn	10000560	Plan Com Board Member Fees	Attd @ PC September mtgs	09/11/2018	\$ 100.00
<b>Malone, Gwendolyn Total</b>					\$ 100.00
Mansfield Oil Co	10000020	County Adm Vehicle Fuel	rm Mansfield Oil fuel for 8/16/18-8/31/18	09/04/2018	\$ 55.53
Mansfield Oil Co	10000020	County Adm Vehicle Fuel	rm MOil fuel charges 9/1/18-9/15/18	09/17/2018	\$ 51.58
Mansfield Oil Co	10000180	Sheriff Vehicle Fuel	Fuel for 8/16 - 8/31/2018	09/04/2018	\$ 2,216.14
Mansfield Oil Co	10000180	Sheriff Vehicle Fuel	Fuel for 9/1 - 9/15/2018	09/17/2018	\$ 2,329.85
Mansfield Oil Co	10000260	EMS Vehicle Fuel	rm Mansfield Oil fuel for 8/16/18-8/31/18	09/04/2018	\$ 123.71
Mansfield Oil Co	10000260	EMS Vehicle Fuel	rm MOil fuel charges 9/1/18-9/15/18	09/17/2018	\$ 109.10
Mansfield Oil Co	10000320	Bldg Insp Vehicle Fuel	rm Mansfield Oil fuel for 8/16/18-8/31/18	09/04/2018	\$ 110.38
Mansfield Oil Co	10000320	Bldg Insp Vehicle Fuel	rm MOil fuel charges 9/1/18-9/15/18	09/17/2018	\$ 105.01
Mansfield Oil Co	10000330	AnimalCtrl Vehicle Fuel	rm Mansfield Oil fuel for 8/16/18-8/31/18	09/04/2018	\$ 49.40
Mansfield Oil Co	10000330	AnimalCtrl Vehicle Fuel	rm MOil fuel charges 9/1/18-9/15/18	09/17/2018	\$ 51.51
Mansfield Oil Co	10000380	Maintenanc Vehicle Fuel	rm Mansfield Oil fuel for 8/16/18-8/31/18	09/04/2018	\$ 150.18
Mansfield Oil Co	10000380	Maintenanc Vehicle Fuel	rm MOil fuel charges 9/1/18-9/15/18	09/17/2018	\$ 359.35
Mansfield Oil Co	10000480	Parks Adm Vehicle Fuel	rm Mansfield Oil fuel for 8/16/18-8/31/18	09/04/2018	\$ 19.36
Mansfield Oil Co	10000480	Parks Adm Vehicle Fuel	rm MOil fuel charges 9/1/18-9/15/18	09/17/2018	\$ 8.51
<b>Mansfield Oil Co Total</b>					\$ 5,739.61
Marconi, Gloria	23512810	Cnsrv Esmt Donation- Purch Svc	Services for CEA	09/07/2018	\$ 500.00
<b>Marconi, Gloria Total</b>					\$ 500.00
Marple, Beth	10001440	VictimWit Travel	Training, Richmond, DCJS 9/9/2018	09/12/2018	\$ 360.84
<b>Marple, Beth Total</b>					\$ 360.84
Matsch Systems	10000080	IT Purchased Services	Clarke Net Phacs Call October 2018	09/06/2018	\$ 200.00
<b>Matsch Systems Total</b>					\$ 200.00
Maurice Electrical	30104409	Citizens Convenience Ctr	rm Maurice CCCC 2x2 lights, wire	09/17/2018	\$ 327.07
<b>Maurice Electrical Total</b>					\$ 327.07
McCormick Paint Work	10000960	Maintenanc Materials & Supplie	rm McCormick Park paint for Saturday work crew	09/26/2018	\$ 357.29
<b>McCormick Paint Work Total</b>					\$ 357.29
Miller, Sue	10000510	Programs Purchased Services	contracted employee	09/17/2018	\$ 127.40
<b>Miller, Sue Total</b>					\$ 127.40
Motorola Solutions	10000180	Sheriff Purchased Services	Check DVRs	09/14/2018	\$ 135.00
<b>Motorola Solutions Total</b>					\$ 135.00
Nelson, Clifford M	10000560	Plan Com Board Member Fees	Attd@PC September mtg	09/07/2018	\$ 50.00
<b>Nelson, Clifford M Total</b>					\$ 50.00
Northern Shenandoah	10000650	NSVRC EntityGift	Fiscal Year 2019	09/04/2018	\$ 1,417.20
<b>Northern Shenandoah Total</b>					\$ 1,417.20
NRADC	10000290	Regional Jail Joint Ops	Expense for FY2018-2019 budget second quarter	09/04/2018	\$ 133,250.00
<b>NRADC Total</b>					\$ 133,250.00
Ohrstrom, George II	10000560	Plan Com Board Member Fees	Attd @ PC September mtgs	09/11/2018	\$ 50.00
<b>Ohrstrom, George II Total</b>					\$ 50.00
Our Health Inc	10000390	Our Health Entity Gift	FY19 Q1 Allocation	07/01/2018	\$ 1,625.00

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<b>Our Health Inc Total</b>					\$ 1,625.00
Peake, Donna	10000040	Com of Rev Travel	mileage to Roanoke for cor conference	09/10/2018	\$ 207.10
Peake, Donna	10000040	Com of Rev Travel	hotel for cor in Roanoke	09/10/2018	\$ 456.48
<b>Peake, Donna Total</b>					\$ 663.58
Pitney Bowes	10000080	IT Maint Contracts	Acct 0016575109 Treas mail mac	09/01/2018	\$ 822.51
Pitney Bowes	10000120	District C Postal Svcs	leasing charges	09/01/2018	\$ 150.00
Pitney Bowes	10000140	J&D Court Postal Svcs	leasing charges	09/01/2018	\$ 93.00
Pitney Bowes	10000180	Sheriff Postal Svcs	Postage Machine Rental Invoice	09/11/2018	\$ 82.47
<b>Pitney Bowes Total</b>					\$ 1,147.98
Police and Sheriffs	10000180	Sheriff Uniform Sworn Staff	ID Card	09/13/2018	\$ 17.50
<b>Police and Sheriffs Total</b>					\$ 17.50
PowerSecure Service	10000890	JGC Maintenanc Purchased Servi	rm Power S. 101 Chalmers cap for generator	09/06/2018	\$ 73.06
PowerSecure Service	74000010	Maintenanc Purchased Services	rm Power S. 101 Chalmers cap for generator	09/06/2018	\$ 43.47
<b>PowerSecure Service Total</b>					\$ 116.53
Premier Accounts Rec	10000260	EMS Purchased Services	Premier Accts Rec Mang Billing Invoice August 2018	09/06/2018	\$ 1,897.20
<b>Premier Accounts Rec Total</b>					\$ 1,897.20
Prime Media	10000180	Sheriff E-Tkt Mat'l & Supplies	E-Ticket Thermal Paper	09/04/2018	\$ 370.58
<b>Prime Media Total</b>					\$ 370.58
Public Agency Traini	10000180	Sheriff Travel - Sworn Staff	Cell Phone Technology Seminar - Moreland	08/29/2018	\$ 350.00
<b>Public Agency Traini Total</b>					\$ 350.00
Purchase Power	10700010	Finance Postal Svcs	Postage	09/05/2018	\$ 220.72
<b>Purchase Power Total</b>					\$ 220.72
Rappahannock Electri	10000890	JGC Maintenanc Electric	rm REC County Electric Bills 8/1/18-9/1/18	09/07/2018	\$ 2,976.84
Rappahannock Electri	10000900	Maintenanc Electric	rm REC County Electric Bills 8/1/18-9/1/18	09/07/2018	\$ 1,023.42
Rappahannock Electri	10000910	Maintenanc Electric	rm REC County Electric Bills 8/1/18-9/1/18	09/07/2018	\$ 1,781.62
Rappahannock Electri	10000920	Maintenanc Electric	rm REC County Electric Bills 8/1/18-9/1/18	09/07/2018	\$ 1,010.93
Rappahannock Electri	10000930	Maintenanc Electric	rm REC County Electric Bills 8/1/18-9/1/18	09/07/2018	\$ 955.12
Rappahannock Electri	10000940	Maintenanc Electric	rm REC County Electric Bills 8/1/18-9/1/18	09/07/2018	\$ 253.51
Rappahannock Electri	10000950	Maintenanc Electric	rm REC County Electric Bills 8/1/18-9/1/18	09/07/2018	\$ 3,582.05
Rappahannock Electri	10000970	Maintenanc Electric	rm REC County Electric Bills 8/1/18-9/1/18	09/07/2018	\$ 1,291.18
Rappahannock Electri	10000980	Maintenanc Electric	rm REC County Electric Bills 8/1/18-9/1/18	09/07/2018	\$ 22.65
Rappahannock Electri	10000990	Maintenanc Electric	rm REC County Electric Bills 8/1/18-9/1/18	09/07/2018	\$ 58.89
Rappahannock Electri	10000991	Maint Kohn Prop-Elec Svcs	rm REC County Electric Bills 8/1/18-9/1/18	09/07/2018	\$ 21.00
Rappahannock Electri	10001020	Maintenanc Electric	rm REC County Electric Bills 8/1/18-9/1/18	09/07/2018	\$ 728.96
Rappahannock Electri	10001410	Maintenanc Electric	rm REC County Electric Bills 8/1/18-9/1/18	09/07/2018	\$ 288.60
Rappahannock Electri	74000010	Maintenanc Electric	rm REC County Electric Bills 8/1/18-9/1/18	09/07/2018	\$ 1,770.91
<b>Rappahannock Electri Total</b>					\$ 15,765.68
RECREONICS INC	10000480	Parks Adm Postal Svcs	Lane line reel	08/27/2018	\$ 48.95
RECREONICS INC	10000500	Pool Capital Outlay Adds	Lane line reel	08/27/2018	\$ 2,601.77
RECREONICS INC	10000500	Pool Capital Outlay Adds	Shipping charges not paid on original invoices	08/27/2018	\$ 327.50
<b>RECREONICS INC Total</b>					\$ 2,978.22
Rick Elrod	23512810	Cnsrv Esmt Donation- Purch Svc	Reimbursement of commercial appraisal	09/14/2018	\$ 750.00
<b>Rick Elrod Total</b>					\$ 750.00
Safeware	10000260	EMS Materials & Supplies	Multigas detector	09/05/2018	\$ 2,573.10
<b>Safeware Total</b>					\$ 2,573.10
Schaller, Graham	10000180	Sheriff Purchased Services	Instructor for Sworn Staff Classes	09/21/2018	\$ 250.00
<b>Schaller, Graham Total</b>					\$ 250.00
Schenck Foods Compan	10000510	Programs Materials & Supplies	food	09/11/2018	\$ 269.90
<b>Schenck Foods Compan Total</b>					\$ 269.90
Secure Shred	10000180	Sheriff Purchased Services	Shred Services	09/04/2018	\$ 50.00
<b>Secure Shred Total</b>					\$ 50.00
Sheehy Ford	10000180	Sheriff Vehicle Repair Parts	CCSO Vehicle Repair - Siron Control	08/31/2018	\$ 385.38
<b>Sheehy Ford Total</b>					\$ 385.38
Shentel	10000080	IT Telecomm Online Tech	Government Shentel Dark Fiber	09/01/2018	\$ 1,983.89
Shentel	10000080	IT Leases & Rentals	Government Shentel Dark Fiber	09/01/2018	\$ 690.00
<b>Shentel Total</b>					\$ 2,673.89
Shred-It	10000070	Treasurer Materials & Supplies	shred	08/22/2018	\$ 26.77
<b>Shred-It Total</b>					\$ 26.77
Solenberger	30104409	Citizens Convenience Ctr	rm Solenberger Coven Center anchors	09/07/2018	\$ 92.58
<b>Solenberger Total</b>					\$ 92.58
Specialties Inc	10000330	AnimalCtrl Materials & Supplie	rm Sepcialties ACO cat boxes and cat trays	09/06/2018	\$ 837.38
<b>Specialties Inc Total</b>					\$ 837.38
Supply Room, The	10000140	J&D Court Materials & Supplies	Toner for fax	08/21/2018	\$ 74.89
Supply Room, The	107	JAS Inventory -Mtls & Supplies	Supplies for Central Store	08/28/2018	\$ 99.36
<b>Supply Room, The Total</b>					\$ 174.25
Swimming Pool Purcha	10000500	Pool Chemicals	rm SPPRC Pool pressure test and dive call	09/11/2018	\$ 1,000.00
<b>Swimming Pool Purcha Total</b>					\$ 1,000.00
TrueShred	10000100	Registrar Purchased Services	Document Shredding 8/24/2018	08/24/2018	\$ 42.00
<b>TrueShred Total</b>					\$ 42.00
US Geological Survey	10000660	Water Qual Purchased Services	Continued Appraisal of N. Shen Aquifer	09/27/2018	\$ 7,500.00
<b>US Geological Survey Total</b>					\$ 7,500.00

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

<u>VENDOR NAME</u>	<u>ORG</u>	<u>ACCOUNT DESC</u>	<u>FULL DESC</u>	<u>INVOICE DATE</u>	<u>AMOUNT</u>
US Specialty Coating	10000960	Maintenanc Materials & Supplie	rm US Specialty Park ecostripe white paint	08/28/2018	\$ 88.56
<b>US Specialty Coating Total</b>					\$ 88.56
USDA Rural Develop	40100020	RDA JGC Principal	Sept 2018 Debt Svc Pymt - Joint Gov Center	09/17/2018	\$ 7,007.62
USDA Rural Develop	40100020	RDA JGC Interest	Sept 2018 Debt Svc Pymt - Joint Gov Center	09/17/2018	\$ 13,967.38
<b>USDA Rural Develop Total</b>					\$ 20,975.00
Vacorp	10000220	Vol Fire Worker's Compensation	Fire & EMS WComp supplimental invoice 17-18	07/01/2018	\$ 1,341.00
<b>Vacorp Total</b>					\$ 1,341.00
Valley Car Wash	10000180	Sheriff Purchased Services	Car Washes for 7/11 - 8/29/2018	08/29/2018	\$ 206.40
<b>Valley Car Wash Total</b>					\$ 206.40
Valley Health	10000260	EMS Materials & Supplies	WMC EMS Supply Invoice Aug 2018	09/05/2018	\$ 584.64
<b>Valley Health Total</b>					\$ 584.64
Verizon	10000020	County Adm Telephone	Phone bill	08/26/2018	\$ 12.00
Verizon	10000040	Com of Rev Telephone	Phone bill	08/26/2018	\$ 8.00
Verizon	10000070	Treasurer Telephone	Phone bill	08/26/2018	\$ 4.00
Verizon	10000080	IT Telephone	Phone bill	08/26/2018	\$ 206.93
Verizon	10000080	IT Telephone	PRI lines	08/26/2018	\$ 2,192.02
Verizon	10000100	Registrar Telephone	Phone bill	08/26/2018	\$ 4.00
Verizon	10000120	District C Telephone	Phone bill	08/26/2018	\$ 51.77
Verizon	10000140	J&D Court Telephone	Phone bill	08/26/2018	\$ 56.49
Verizon	10000150	Clk of CC Telephone	Phone bill	08/26/2018	\$ 85.40
Verizon	10000170	Comm Atty Telephone	Phone bill	08/26/2018	\$ 16.00
Verizon	10000180	Sheriff Telephone	Phone bill	08/26/2018	\$ 267.46
Verizon	10000260	EMS Telephone	Phone bill	08/26/2018	\$ 46.48
Verizon	10000310	Probation Telephone	Phone bill	08/26/2018	\$ 4.00
Verizon	10000320	Bldg Insp Telephone	Phone bill	08/26/2018	\$ 8.00
Verizon	10000330	AnimalCtrl Telephone	Phone bill	08/26/2018	\$ 41.05
Verizon	10000380	Maintenanc Telephone	Phone bill	08/26/2018	\$ 41.05
Verizon	10000480	Parks Adm Telephone	Phone bill	08/26/2018	\$ 65.34
Verizon	10000550	Plan Adm Telephone	Phone bill	08/26/2018	\$ 20.00
Verizon	10000710	Coop Ext Telephone	Phone bill	08/26/2018	\$ 4.00
Verizon	10700010	Finance Telephone	Phone bill	08/26/2018	\$ 114.10
Verizon	74000010	Maintenanc Telephone	PRI lines	08/26/2018	\$ 1,161.40
<b>Verizon Total</b>					\$ 4,409.49
Virginia Department	10000510	Programs Dues Subscr & Memb	Back Ground Checks	07/31/2018	\$ 60.00
<b>Virginia Department Total</b>					\$ 60.00
Virginia Sheriffs	10000180	Sheriff Dues Subscr & Memb	Membership dues	09/19/2018	\$ 1,455.00
<b>Virginia Sheriffs Total</b>					\$ 1,455.00
VITA	10000010	BoS Telephone	August Bill	08/31/2018	\$ 3.09
VITA	10000020	County Adm Telephone	August Bill	08/31/2018	\$ 2.59
VITA	10000040	Com of Rev Telephone	August Bill	08/31/2018	\$ 4.07
VITA	10000070	Treasurer Telephone	phone treasurer's office	09/04/2018	\$ 8.61
VITA	10000070	Treasurer Telephone	August Bill	08/31/2018	\$ 3.71
VITA	10000080	IT Telephone	August Bill	08/31/2018	\$ 86.33
VITA	10000100	Registrar Telephone	August Bill	08/31/2018	\$ 4.63
VITA	10000120	District C Telephone	August Bill	08/31/2018	\$ 150.06
VITA	10000140	J&D Court Telephone	August Bill	08/31/2018	\$ 4.38
VITA	10000150	Clk of CC Telephone	August Bill	08/31/2018	\$ 2.28
VITA	10000170	Comm Atty Telephone	August Bill	08/31/2018	\$ 13.58
VITA	10000180	Sheriff Telephone	August Bill	08/31/2018	\$ 845.78
VITA	10000320	Bldg Insp Telephone	August Bill	08/31/2018	\$ 5.12
VITA	10000330	AnimalCtrl Telephone	August Bill	08/31/2018	\$ 2.66
VITA	10000380	Maintenanc Telephone	August Bill	08/31/2018	\$ 1.05
VITA	10000480	Parks Adm Telephone	August Bill	08/31/2018	\$ 11.75
VITA	10000550	Plan Adm Telephone	August Bill	08/31/2018	\$ 0.87
VITA	10000710	Coop Ext Telephone	August Bill	08/31/2018	\$ 11.38
VITA	10700010	Finance Telephone	August Bill	08/31/2018	\$ 6.91
VITA	74000010	Maintenanc Telephone	August Bill	08/31/2018	\$ 77.67
<b>VITA Total</b>					\$ 1,246.52
Wage Works	73200010	Finance Flex Reimbursement Py	Daily Flex Settlement	09/03/2018	\$ 189.48
Wage Works	73200010	Finance Flex Reimbursement Py	Daily Flex Settlement	09/04/2018	\$ 15.30
Wage Works	73200010	Finance Flex Reimbursement Py	Daily Flex Settlement	09/05/2018	\$ 91.84
Wage Works	73200010	Finance Flex Reimbursement Py	Daily Flex Settlement	09/06/2018	\$ 397.45
Wage Works	73200010	Finance Flex Reimbursement Py	Daily Flex Settlement	09/07/2018	\$ 2,129.09
Wage Works	73200010	Finance Flex Reimbursement Py	Daily Flex Settlement	09/10/2018	\$ 1,298.15
Wage Works	73200010	Finance Flex Reimbursement Py	Daily Flex Settlement	09/11/2018	\$ 18.08
Wage Works	73200010	Finance Flex Reimbursement Py	Daily Flex Settlement	09/12/2018	\$ 71.12
Wage Works	73200010	Finance Flex Reimbursement Py	Daily Flex Settlement	09/13/2018	\$ 302.93
Wage Works	73200010	Finance Flex Reimbursement Py	Daily Flex Settlement	09/14/2018	\$ 494.39
Wage Works	73200010	Finance Flex Reimbursement Py	Daily Flex Settlement	09/17/2018	\$ 922.26
Wage Works	73200010	Finance Flex Reimbursement Py	Daily Flex Settlement	09/18/2018	\$ 90.00
Wage Works	73200010	Finance Flex Reimbursement Py	Daily Flex Settlement	09/19/2018	\$ 179.04

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

<u>VENDOR NAME</u>	<u>ORG</u>	<u>ACCOUNT DESC</u>	<u>FULL DESC</u>	<u>INVOICE DATE</u>	<u>AMOUNT</u>
Wage Works	73200010	Finance Flex Reimbursement Py	Daily Flex Settlement	09/20/2018	\$ 1,353.70
Wage Works	73200010	Finance Flex Reimbursement Py	Daily Flex Settlement	09/21/2018	\$ 181.15
Wage Works	73200010	Finance Flex Reimbursement Py	Daily Flex Settlement	09/24/2018	\$ 415.95
Wage Works	73200010	Finance Flex Reimbursement Py	Daily Flex Settlement	09/25/2018	\$ 65.46
Wage Works	73200010	Finance Flex Reimbursement Py	Daily Flex Settlement	09/26/2018	\$ 118.01
Wage Works	73200010	Finance Flex Reimbursement Py	Daily Flex Settlement	09/27/2018	\$ 689.56
Wage Works	73200010	Finance Flex Reimbursement Py	Daily Flex Settlement	09/28/2018	\$ 60.00
Wage Works	73200010	Finance Purchased Services	Monthly Invoice - September	09/25/2018	\$ 569.75
<b>Wage Works Total</b>					\$ 9,652.71
Walmart	10000490	Rec Center Materials & Supplie	supplies	08/17/2018	\$ 316.13
Walmart	10000490	Rec Center Merch for Resale	supplies	08/17/2018	\$ 97.58
<b>Walmart Total</b>					\$ 413.71
Washington Gas	10000890	JGC Maintenanc Heating	101 Chalmers Ct 08/15-09/14	09/18/2018	\$ 65.67
Washington Gas	10000900	Maintenanc Heating	100 N Church 08/15-09/14	09/18/2018	\$ 22.85
Washington Gas	10000920	Maintenanc Heating	104 N Church St 08/15-09/14	09/18/2018	\$ 20.45
Washington Gas	10000950	Maintenanc Heating	225 Al Smith 08/17-09/17	09/19/2018	\$ 98.21
Washington Gas	74000010	Maintenanc Heating	101 Chalmers Ct 08/15-09/14	09/18/2018	\$ 39.06
<b>Washington Gas Total</b>					\$ 246.24
Westervelt, Carol	10000090	Electoral Local Mileage	Mileage for VEBA Mtg-Vint Hill	09/13/2018	\$ 45.78
<b>Westervelt, Carol Total</b>					\$ 45.78
Winchester Printers	23512810	Cnsrv Esmt Donation- Purch Svc	CEA Banner	09/18/2018	\$ 136.00
Winchester Printers	23512810	Cnsrv Esmt Donation- Purch Svc	CEA-Receipt Invite	09/21/2018	\$ 120.00
Winchester Printers	23512810	Cnsrv Esmt Donation- Purch Svc	CEA-process mailing& postage	09/21/2018	\$ 411.31
Winchester Printers	23512810	Cnsrv Esmt Donation- Purch Svc	CEA-Summer '18 newsletter	09/21/2018	\$ 1,084.53
<b>Winchester Printers Total</b>					\$ 1,751.84
Winchester Regional	10000580	Regional Airport Auth Contr	FY19 Full Year Allocation	09/02/2018	\$ 2,500.00
<b>Winchester Regional Total</b>					\$ 2,500.00
Winchester Star	10000010	BoS Advertising	lbw PH18-07 BoS 08-29-2018	08/31/2018	\$ 314.60
Winchester Star	10000480	Parks Adm Advertising	Job Ad	08/29/2018	\$ 122.50
Winchester Star	10000640	HstPrvCom Advertising	2-Public Hearing Notices	09/07/2018	\$ 314.60
<b>Winchester Star Total</b>					\$ 751.70
<b>Grand Total</b>					\$ 375,267.74

Clarke Co. **Reconciliation of Appropriations** Year Ending June 30, 2019 10-Oct-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
04/17/18 Appropriations Resolution: Total	42,147,378	10,825,060	1,555,824	269,499	23,270,676	844,773	607,000	732,000	251,700	2,942,715	793,131	45,000	10,000
<i>Adjustments:</i>													
7/17/2018 Josephine School Museum Roof							18,785						
7/17/2018 Hawk Migration Signs		1,565											
7/17/2018 Bams of Rose Hill Endowment		5,000											
7/17/2018 Health Department		37,236											
8/29/2018 Parks Bench		709											
8/29/2018 Swimming Pool Lane Reel		2,924											
8/29/2018 Fire and EMS Gas Meters		2,000											
9/18/2018 Historic Architecture Book Phase 2		17,000											
9/18/2018 County Administration Leave payments		60,463											
10/16/2018 School Resource Officer		69,509											
10/16/2018 Blandy Grant for Chesapeake Bay					53,013								
10/16/2018 School Capital Projects Carryover from FY 18								1,717,989					
10/16/2018 Government Capital Projects Carryover from FY 18							1,661,929						
<b>Revised Appropriation</b>	<b>45,795,500</b>	<b>11,021,466</b>	<b>1,555,824</b>	<b>269,499</b>	<b>23,323,689</b>	<b>844,773</b>	<b>2,287,714</b>	<b>2,449,989</b>	<b>251,700</b>	<b>2,942,715</b>	<b>793,131</b>	<b>45,000</b>	<b>10,000</b>
<b>Change to Appropriation</b>	<b>3,648,122</b>	<b>196,406</b>	<b>0</b>	<b>0</b>	<b>53,013</b>	<b>0</b>	<b>1,680,714</b>	<b>1,717,989</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Original Revenue Estimate</b>	<b>15,735,680</b>	<b>3,261,462</b>	<b>970,388</b>	<b>138,977</b>	<b>10,131,053</b>	<b>844,773</b>	<b>0</b>	<b>154,000</b>		<b>221,027</b>	<b>2,000</b>	<b>12,000</b>	<b>0</b>
<i>Adjustments:</i>													
7/17/2018 Josephine School Museum Roof							17,785						
7/17/2018 Hawk Migration Signs		1,565											
8/29/2018 Parks Bench		709											
8/29/2018 Swimming Pool Lane Reel		2,924											
8/29/2018 Fire and EMS Gas Meters		2,000											
9/18/2018 Historic Architecture Book Phase 2: State		11,500											
9/18/2018 Historic Architecture Book Phase 2: Donations		4,500											
10/16/2018 School Resource Officer		31,237											
10/16/2018 Blandy Grant for Chesapeake Bay					53,013								
10/16/2018 School Capital Projects Carryover from FY 18								22,549					
10/16/2018 Government Capital Projects Carryover from FY 18							13,595						
<b>Revised Revenue Estimate</b>	<b>15,897,057</b>	<b>3,315,897</b>	<b>970,388</b>	<b>138,977</b>	<b>10,184,066</b>	<b>844,773</b>	<b>31,380</b>	<b>176,549</b>	<b>0</b>	<b>221,027</b>	<b>2,000</b>	<b>12,000</b>	<b>0</b>
<b>Change to Revenue Estimate</b>	<b>161,377</b>	<b>54,435</b>	<b>0</b>	<b>0</b>	<b>53,013</b>	<b>0</b>	<b>31,380</b>	<b>22,549</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Original Local Tax Funding</b>	<b>26,411,698</b>	<b>7,563,598</b>	<b>585,436</b>	<b>130,522</b>	<b>13,139,623</b>	<b>0</b>	<b>607,000</b>	<b>578,000</b>	<b>251,700</b>	<b>2,721,688</b>	<b>791,131</b>	<b>33,000</b>	<b>10,000</b>
<b>Revised Local Tax Funding</b>	<b>29,898,443</b>	<b>7,705,569</b>	<b>585,436</b>	<b>130,522</b>	<b>13,139,623</b>	<b>0</b>	<b>2,256,334</b>	<b>2,273,440</b>	<b>251,700</b>	<b>2,721,688</b>	<b>791,131</b>	<b>33,000</b>	<b>10,000</b>
<b>Change to Local Tax Funding</b>	<b>3,486,745</b>	<b>141,971</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,649,334</b>	<b>1,695,440</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

*Italics = Proposed actions*

# 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>
9/18/2018	2202	Process approved minutes.	Lora B. Walburn	Complete	9/19/2018
9/18/2018	2203	Process Lord Fairfax EMS Council letter of support.	Lora B. Walburn	Complete	9/21/2018
9/18/2018	2204	Process letters of appointment, update database.	Lora B. Walburn	Complete	9/21/2018
9/18/2018	2205	Send supplemental letter to Enders and Blue Ridge Volunteer Fire and Rescue Companies asking recommendations for representatives from their stations to serve on the Fire and EMS Commission.	David Ash	Complete	9/19/2018
9/18/2018	2206	Provide formal notice of adoption of the 2018 Hazard Mitigation Plan	Brian Lichty	Complete	10/4/2018
9/18/2018	2207	Inform Planning Director of Boards decision on residency requirements.	David Ash	Complete	9/19/2018
9/18/2018	2208	Request status Josephine School Museum Roof project.	David Ash	Complete	9/18/2018
9/18/2018	2209	Develop HVAC deadline for HVAC change over at 104 North Church Street	David Ash	Maint Dir developing	10/3/2018
9/18/2018	2210	Check on status of brush hogging on Kohn property	David Ash	Complete	9/19/2018
9/18/2018	2211	Contact legislators to schedule legislative luncheon.	Lora B. Walburn	Complete	9/19/2018
9/18/2018	2212	Update Water Resources Plan as amended.	Alison Teetor	Complete	9/19/2018
9/18/2018	2213	Request update from Director Lichty at a Work Session.	David Ash	Added to October agenda	10/1/2018

# Clarke County Board of Supervisors

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## 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

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## Closed Session

*[If deemed necessary]*

# Clarke County Board of Supervisors

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## Citizen Comment Period

## MEMORANDUM

TO: Board of Supervisors, David Ash  
FROM: Alison Teetor  
DATE: October 5, 2018  
SUBJECT: Cost of Community Services Study

In February 2017 the Board approved funding for a Cost of Community Services Study. The total cost of the study is \$11,894. A planning grant from the Governor's Agriculture and Forestry Industries Development Fund (AFID) is being applied for and will cover 50% of the cost. The Easement Authority proposes to use money from their Stewardship Fund to pay for the remaining 50%.

The study was completed by Terance J. Rephann, Ph.D, a Regional Economist with the Weldon Cooper Center for Public Service. It examines the revenues and expenditures for different land uses (i.e. agriculture, residential, commercial/industrial) for the most recent fiscal year for which complete financial and service data is available (FY17). The information was used to compute the ratio of expenditures-to-revenues for the different land use categories. In addition, the study also determined how conservation easements affect the composite index of locality ability to pay calculation for the county. The information provided shows show existing land uses affect the county budget and can be used for county planning.

Mr. Rephann will present the results of the study on October 16, 2018 at 6:30pm at the evening session of the Board of Supervisors business meeting.

# Clarke County, Virginia Cost of Community Services Study



Terance J. Rephann  
September 2018



# Clarke County, Virginia Cost of Community Services Study

Terance J. Rephann,  
Center for Economic and Policy Studies

September 2018



**WELDON COOPER  
CENTER FOR PUBLIC SERVICE**

*University of Virginia*



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**WELDON COOPER  
CENTER FOR PUBLIC SERVICE**  
*University of Virginia*

P.O. Box 400206  
Charlottesville, VA 22904  
(434) 982-5522 • FAX: (434) 982-5524 • TDD: (434) 982-HEAR  
Website: [www.coopercenter.org/](http://www.coopercenter.org/)

**Richmond**  
11 South 12th Street, Suite 225  
Richmond, VA 23219-4035  
(804) 371-0202 • FAX: (804) 371-0234 • TDD: (804) 982-HEAR

**Southwest**  
One College Avenue  
Wise, VA 24293  
(276) 328-0133 • FAX: (276) 328-0233 • TDD (540) 328-0191

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## EXECUTIVE SUMMARY

This study examines the cost of community services for land-use categories in Clarke County, Virginia for Fiscal Year 2017. Clarke County is a predominantly rural county on the western edge of the rapidly growing Washington–Arlington–Alexandria, DC–VA–MD–WV metropolitan statistical area, which saw its population grow 14.7 percent from 2000 to 2017 and is projected to grow an additional 10.0 percent by 2040. Continued residential growth concerns some current residents because of the potential loss of prime farmland and open space to development and possible negative fiscal impact of new residential development. The incremental taxable value of residential properties is often less than the public services demanded. As urbanization proceeds, communities often also require or demand higher levels of public services such as faster public safety responses, more parks and recreation services, and other urban amenities.

The Cost of Community Services (COCS) methodology was pioneered by the American Farmland Trust in the mid-1980s. It is loosely based on fiscal impact methodology, which attempts to gauge the net fiscal effects (revenues generated minus service expenditures created) of different types of new development on a community.

COCS studies require systematically assigning revenue and expenditures to particular land uses. They then compute the ratio of total expenditures required by land use to total revenues generated by land use. If the ratio is greater than one, then the land use generates less revenue than it requires in expenditures and creates a local fiscal deficit. If the ratio is less than one, then the land use requires less in the value of services than the revenue it generates a fiscal surplus.

COCS studies usually find that commercial/industrial and agriculture/open spaces ratios are much less than one, and residential ratios are higher than one. A recent comprehensive inventory of 125 COCS studies nationwide finds that the average ratio for residential is 1.18, commercial/industrial is 0.44, and agriculture is 0.50. An examination of seven

studies conducted in Virginia over the last 25 years indicates an average of 1.18, 0.38, and .33 respectively. COCS study outcomes can be expected to vary based on the particular service mix offered by the local government and certain methodological choices of the study. Cost of Community Services studies are descriptive rather than prescriptive: they provide a snapshot of current land use net fiscal contributions, and the ratios cannot necessarily be extrapolated to future development patterns. Moreover, fiscal benefits are only one of several available metrics of community impact or welfare available. Other metrics include economic output and social benefits.

In conducting the study for Clarke County, an effort was made to adhere closely to the methodology used by the American Farmland Trust (AFT). This meant that the land-use definitions used by the AFT in other studies were adopted here, including residential (property used for dwellings, including single-family homes, farmhouses, mobile homes and rental units, and associated yards), commercial and industrial (property used for business purposes other than agricultural or forestry, including mining, manufacturing, utilities, retail and wholesale trade, and services), and agriculture and open space (agricultural and forestry properties, in particular those parcels greater than 20 acres).

Data collection and analysis involved four stages. First, final budget revenue and expenditure information from budgets and/or financial reports was collected. Second, information on revenue generation and service use by land use was solicited from county departments. Third, county expenditures and revenues by line item were assigned to each land use. In doing so, a variety of methods were used to assign land uses, including payment and service usage records, staffing information by service area, information about the purpose and beneficiaries of federal and state government grants, departmental directors and staff estimates, and fallback ratios (a default option for budget land-use allocation purposes based on real property tax revenues used when other information is not available).



Results from the Cost of Community Services analysis show that residential land uses generated an estimated \$34.2 million in county revenues while consuming approximately \$42.3 million in county services in FY 2017 for a deficit of \$8.1 million. Commercial/industrial and agriculture/open space generated estimated surpluses of \$3.7 million and \$1.5 million respectively, resulting in a total FY 2017 budget deficit of \$2.9 million. The FY 2017 budget COCS ratio is computed by divided the total county budget expenditure by county revenue for each land use category. This calculation results in COCS ratios of 1.237 for residential land use, 0.234 for commercial/industrial land use, and 0.495 for agriculture/open space land use.

Since there was a negative fund balance generated in FY 2017, an additional calculation (termed a balanced-budget COCS ratio) was provided, assuming

that the fund balance is financed in the same proportion as existing FY 2017 expenditures by land use. These COCS ratios are computed by dividing the percentages of total expenditure by land use by the percentage of total revenue by land use. These calculations result in slightly lower COCS ratios of 1.157, 0.219, and 0.463 respectively.

These residential and industrial/commercial balanced budget COCS ratios are similar to those found in recent national and state studies. Residential and commercial/industrial are slightly lower than the Clarke County result while agriculture/open space is slightly higher. Additional analysis indicates that one reason for the higher agriculture/open space ratio is that Clarke County spends more on agriculture and open-space protection than other communities.

## INTRODUCTION

This study examines the cost of community services for land-use categories in Clarke County. Cost of Community Services (COCS) studies allocate local government expenditures and revenues to different land-use categories, usually residential, commercial/ industrial, and agricultural/open space, based on public service demand and tax revenue origin. Ratios are used to gauge the relative average demand placed on local government services in comparison to the tax revenue generated by the particular land use. Budget information for the 2017 fiscal year and service data from the same period is used. In addition to presenting land use expenditure-to-revenue ratios for the FY 2017 county budget, the study explores how varying some allocation rules and budget parameters affects

the overall results. The information provided by the study will show how existing land uses affect the county budget and can be used for county planning.

The study is divided into several sections. The first section examines Clarke County land use and budgetary characteristics and trends. The second section reviews the Cost of Community Services methodology, summarizes results from other studies, outlines limitations of the approach, and describes how researchers can allocate budget spending and revenue to particular land uses. The third section describes the methodology and data used for Clarke County in this report. The final section presents Clarke County Cost of Community Services results and some additional sensitivity analyses.



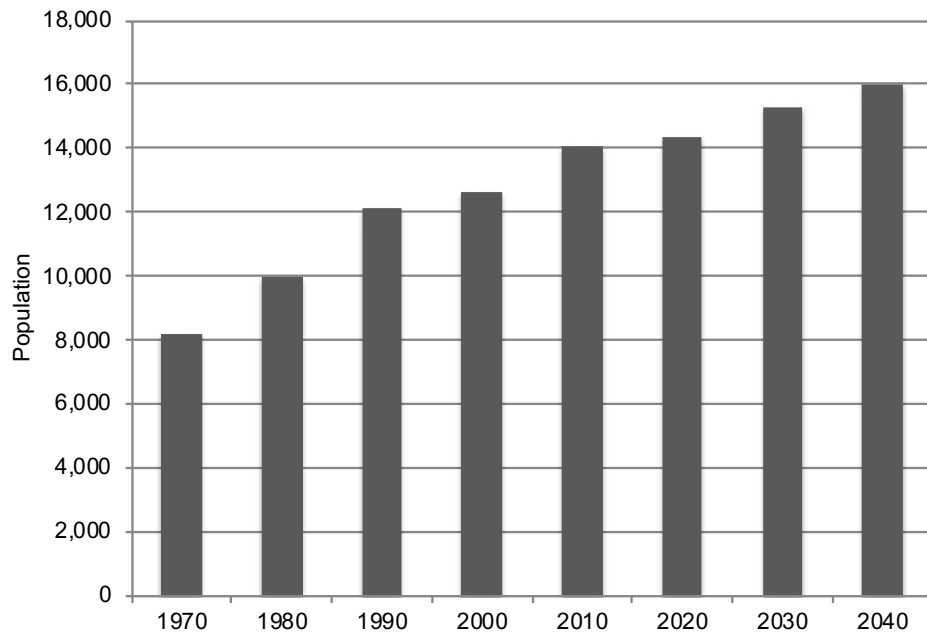
## SECTION 1 CLARKE COUNTY LAND USES AND BUDGET

Clarke County, Virginia is a rural county on the western edge of the rapidly growing Washington–Arlington–Alexandria, DC–VA–MD–WV metropolitan statistical area. The county’s population was an estimated 14,508 in 2017, which is up 14.7 percent from a level of 12,652 in 2000. It is projected to grow an additional 10.0 percent by 2040 (see **Figure 1.1**).

However, little farmland loss has occurred since the late 1980s and early 1990s due to local land-use policies.<sup>1</sup> Approximately 20 percent of Clarke County

<sup>1</sup> Clarke County supports land conservation and more compact urban settlement patterns in a variety of ways. The county comprehensive plan and zoning regulations define distinct agricultural/open space zones and encourage more compact residential development. The county uses sliding-scale zoning and maximum lot size requirements in

**Figure 1.1 Clarke County Population, Actual and Projected, 1970-2040**

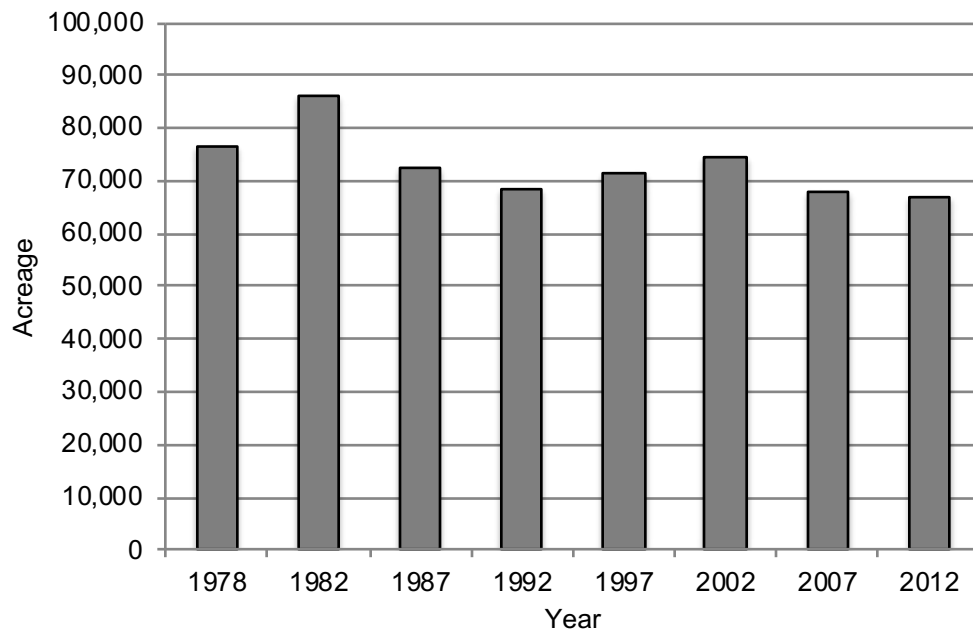


Source: U.S. Census Bureau and Weldon Cooper Center for Public Service

The county’s location between areas of rapid population growth has focused attention to the potential for urban spillover and consequent loss of prime farmland and open space to development. Increases in residential development could have negative fiscal impacts that result in excessive demand for existing public services and infrastructure or increased tax rates. The county has experienced some attrition in farmland over the last three decades (see **Figure 1.2**).

order to preserve agricultural and open space land. It also has established designated growth areas. The county has a use value tax assessment program and agricultural/forestry district, which assess eligible private agricultural, forestry, horticultural, and open space properties at their agricultural production values. The county has operated a conservation easement program since 2002, which combines state, non-profit organization, and local government funds for the purpose of purchasing developmental rights. It uses a Land Evaluation and Site Assessment (LESA) system in assessing the natural resources value of county land parcels. Lastly, the county employs a natural resource planner to support the county’s land preservation programming.

**Figure 1.2. Clarke County Farm Acreage, 1978-2012**



Source: National Agricultural Statistics Service, Census of Agriculture, Various Years; Note: 1992 and earlier years are not adjusted for survey nonresponse error and farm definition was expanded in later censuses.

is under permanent conservation easement (Clarke County 2014). Most of the county's conservation easements are located in the southwestern portion of the county (see **Figure 1.3**). Approximately 59 percent of county land area is farmland. Residential pressures eased in the aftermath of the recent recession (see **Figure 1.4**), but have been inching up to pre-recessionary levels in recent years.

Changes in Clarke County land-use patterns may affect the growth and composition of its budget. The incremental taxable value of residential taxable value of residential properties is often less than the public services demanded. As urbanization proceeds, communities also often require or demand higher levels of public services such as faster public safety responses, more parks and recreation services, and other urban amenities.

According to the *Comparative Report of Local Government Revenues and Expenditures* from the Virginia Auditor of Public Accounts, Clarke County raised \$42.6 million in revenue in FY 2017 compared to \$23.1 million in FY 2000. On a real per-

capita basis, locally derived revenues have been on an upward track since 2004, increasing from \$1,531 to \$1,936 in FY 2017 (see **Figure 1.5**). The county did not experience the marked decrease in revenues over the 2009-2013 period seen by other Virginia localities due to the drop in real property assessment resulting from the housing market crisis and receding state revenue contributions. The county appears to have been faster in raising nominal tax rates when property tax assessments began to drop.

Clarke County residents have slightly higher household incomes (\$71,980) and lower poverty rates than the state at large (\$66,149 over 2012-2016 and 11.0% respectively), and the county receives a smaller relative infusion of state K-12 educational funding because of its higher revenue capacity, which is used to distribute state aid.<sup>2</sup> Still, 59 per-

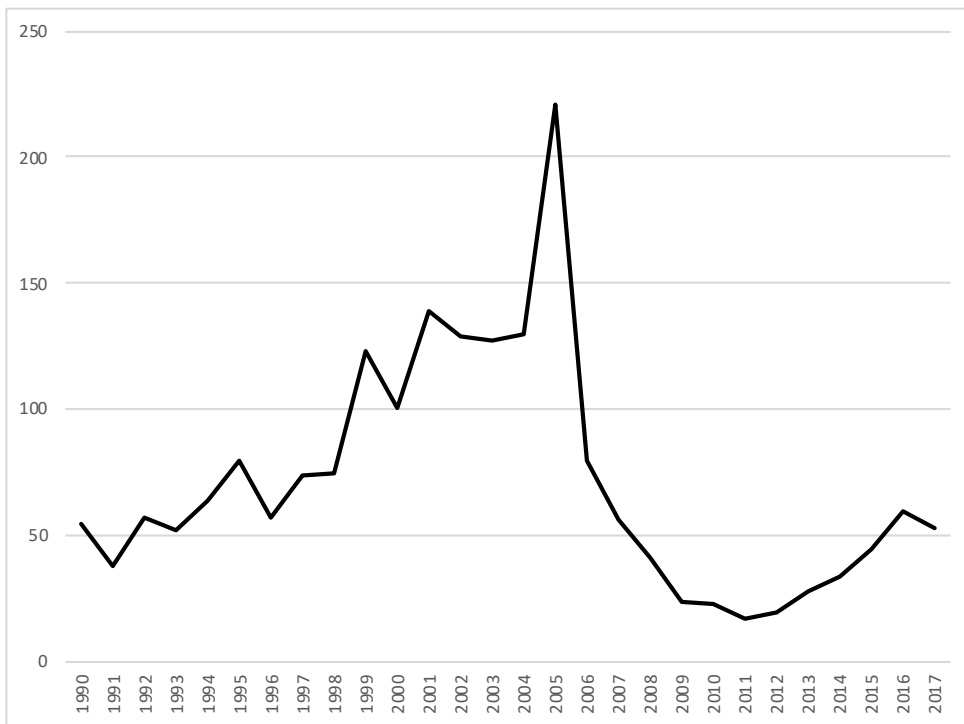
<sup>2</sup> The Virginia Department of Education 2018-2020 Commission on Local Government Composite Index of Local Ability to Pay of Virginia's local school divisions indicates that Clarke County ranked 20th highest among 135 localities with a composite index value of .55. This means that for many Standards of Quality funded educational programs, the state provides approximately 45 percent (1-.55X100 percent)

**Figure 1.3. Clarke County Land Use and Easement Maps**



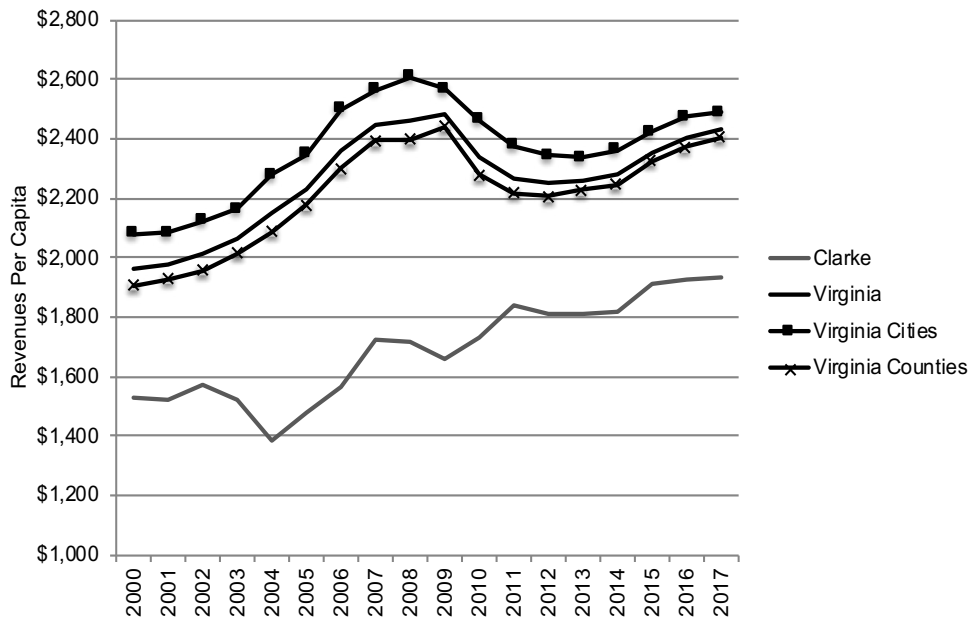
Source: Clarke County Information Technology Department

**Figure 1.4. Clarke County Residential Building Permits, 1990-2017**



Source: U.S. Census Bureau

**Figure 1.5. Real Revenues (2017 dollars) Per Capita, Clarke County and Virginia, 2000-2017**



Source: Auditor of Public Accounts, *Comparative Report of Local Government Revenues and Expenditures*

cent of local revenue is locally derived (see **Figure 1.6**) compared to 64 percent for all Virginia counties. In addition, Clarke County is more reliant on real property taxes than other counties. Fifty-eight percent of local revenue is derived from real property taxes compared to 55 percent for all Virginia counties.

On the expenditure side, the vast majority of expenditures (61 percent) are on education with the next highest percentage spent on public safety (12 percent) (see **Figure 1.7**). In comparison, all Virginia counties dedicated 58 percent of their expenditures to education and 15 percent on public safety

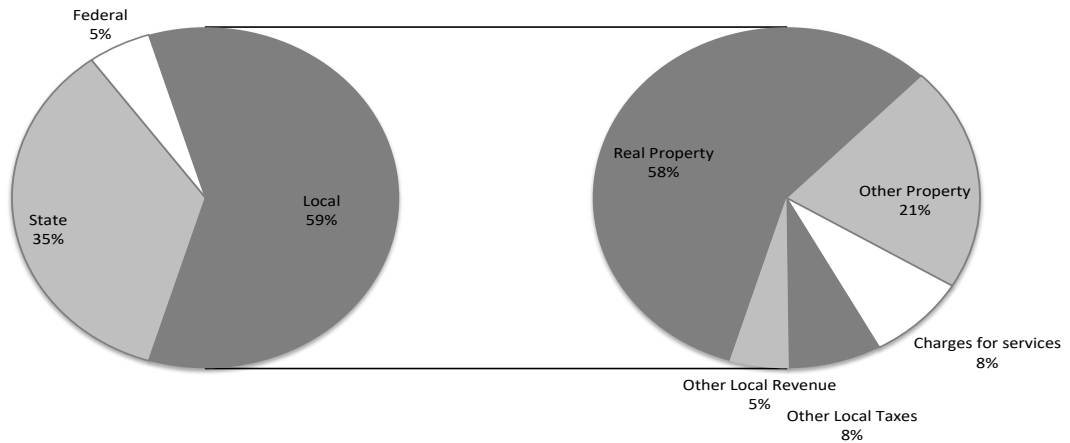
Like other communities in the state, Clarke County was negatively affected by the recent housing market turmoil and 2007-2009 recession. Residential property tax assessments as a percentage of total real property taxable assessments decreased in 2008

of eligible expenses. The average school division composite index is 0.39, while the average population-weighted school division composite index is 0.44.

from 73.8 percent to 69.5 percent in 2016 while the relative tax burden of commercial/industrial properties increased from 5.7 percent to 7.6 percent and agriculture properties increased from 20.6 percent to 22.9 percent (see **Figure 1.8**). Agriculturally zoned land value is largely determined by its use value as determined by the Commissioner of Revenue and has been constant over the period (see **Table 1.1**).<sup>3</sup> Even with land-use assessment, Clarke County agricultural relative real property contribu-

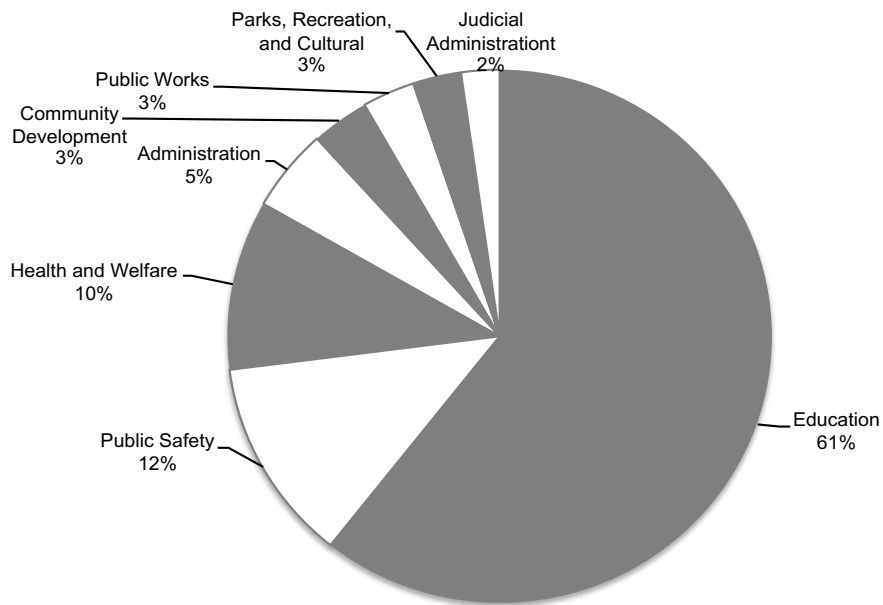
<sup>3</sup> The table shows Clarke County use values compared to State Land Evaluation and Advisory Council (SLEAC) computed values for agricultural class one (i.e., prime soil with low risk of flooding) crop acreage. The table shows values using both the income approach and rental approach. Virginia Cooperative Extension in cooperation with SLEAC (a committee established in 1973 to estimate the use value of agricultural, horticultural, forest, or open space land at its use value as compared to the market value) computes agricultural land uses based on the expected farm income per acre that farmers could expect based on market prices and average farm composition for the county. Beginning in 2011, it published cash agricultural land rental rates based on USDA National Agricultural Statistical Service survey data. Clarke County use values have been closer to the SLEAC rental rate than the amount using the income approach until 2017.

**Figure 1.6. Clarke County Revenue by Source, FY 2017**



Source: Auditor of Public Accounts, *Comparative Report of Local Government Revenues and Expenditures*

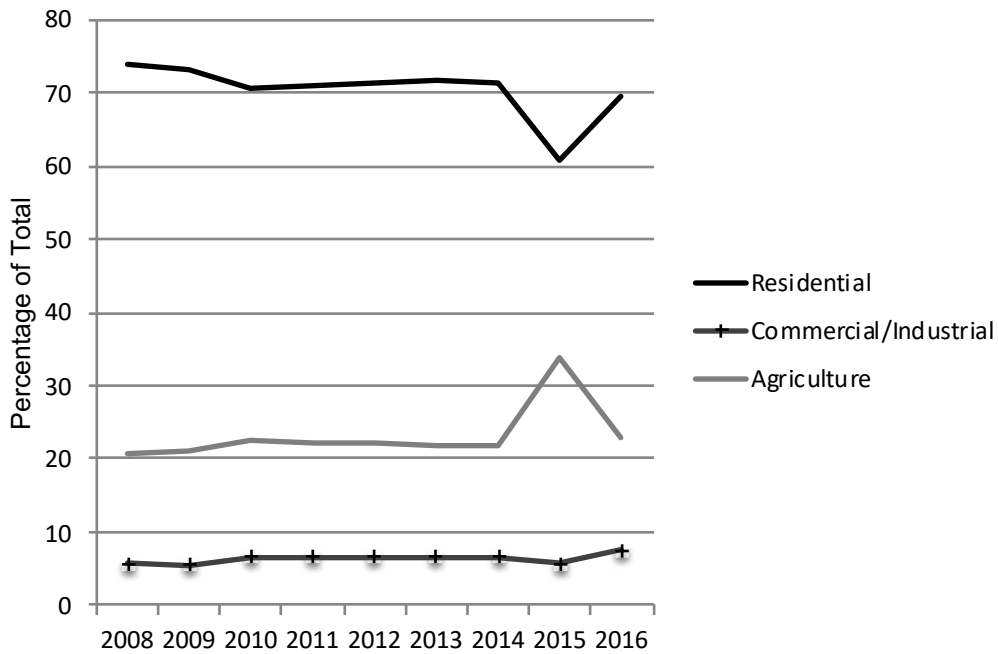
**Figure 1.7. Clarke County Maintenance and Operations Expenditures by Function, FY 2017**



Source: Auditor of Public Accounts, *Comparative Report of Local Government Revenues and Expenditures*



**Figure 1.8. Percentage of Assessed Value of Real Property by Land Use, 2008-2017**



Source: Weldon Cooper Center for Public Service, *Virginia Local Tax Rates*

tions are significantly higher than the state at large. The average statewide residential, commercial/industrial, and agricultural real property shares for counties are 75.2, 17.3, and 7.4 percent respectively.

Clarke County has higher use values because farmland rental value appears to be greater than its production value (see **Table 1.1**).

**Table 1.1 Clarke County Use Values and SLEAC Values by Fiscal Year**

Year	Use Value	Class I	
		SLEAC-Income	SLEAC-Rent
2010	400	180	NA
2011	400	140	NA
2012	400	150	330
2013	400	180	290
2014	400	240	400
2015	400	270	420
2016	400	280	470
2017	400	290	555

Source: Weldon Cooper Center for Public Service, *Virginia Local Tax Rates* and Virginia Cooperative Extension

## SECTION 2 COST OF COMMUNITY SERVICES METHODOLOGY

The section provides a general overview of the Cost of Community Services methodology and summarizes the findings of other national and Virginia community studies. It also discusses some limitations of such studies. The section ends with a description of alternative methods for allocating expenditures and revenues to land use categories.

### Cost of Community Services Studies

The Cost of Community Services (COCS) methodology was pioneered by the American Farmland Trust in the mid-1980s (Schmidt, Moore, and Alber 2014). It is loosely based on fiscal impact methodology, which attempts to gauge the net fiscal effects (revenues generated minus service expenditures created) of different types of new development on a community. The methodology grew out of a concern that new development in rural localities placed increasing demands on public services while sometimes generating insufficient tax revenues to cover the additional costs of the services provided. COCS studies provide a picture of which land uses (usually residential, industrial and commercial, and agriculture and open space) provide a net fiscal surplus or deficit at one point in time.

COCS studies require systematically assigning revenue and expenditures to particular land uses. They then compute the ratio of total expenditures required by land use to total revenues generated by land use.

If the ratio is greater than one, then the land use generates less revenue than it requires in expenditures and provides a local fiscal deficit. If the ratio is less than one, then the land use requires less in the value of services than the revenue it generates creating a fiscal surplus.

COCS study findings are remarkably robust across different jurisdictions. Most studies find that commercial/industrial and agriculture/open spaces ratios are much less than one, and residential ratios are higher than one. Kotchen and Schulte (2009) compiled information on 125 COCS studies conducted in the U.S. They found that the average ratio for residential is 1.18, commercial/industrial is 0.44, and agriculture is 0.50. The American Farmland Trust (2010) computed median ratios of 1.16, 0.35, and 0.29 respectively for 152 community studies. An examination of seven studies conducted in Virginia over the last 25 years (see **Table 2.1**) indicates average ratios of 1.18, 0.38, and .33 respectively.

COCS study outcomes can be expected to vary to some degree based on the particular service mix offered by the local government. For example, residential ratios tend to increase when school budgets represent a larger proportion of the local budget because these services are provided to residents while the revenues that support educational expenditures come from all land uses (DeBoer 2010; Kotchen and Schulte 2009). For the same reason,

**Table 2.1 Summary of Recent Virginia COCS Studies**

Locality	Year	Ratios			Source
		Residential	Comm./Ind.	Ag./Open Space	
Augusta County	1997	1:1.22	1:0.20	1:0.80	Valley Conservation Council
Bedford County	2005	1:1.07	1:0.40	1:0.25	American Farmland Trust
Clarke County	1994	1:1.26	1:0.21	1:0.15	Piedmont Environmental Council
Culpeper County	2003	1:1.22	1:0.41	1:0.32	American Farmland Trust
Fauquier County	2015	1:1.17	1:0.26	1:0.22	Weldon Cooper Center
Frederick County	2003	1:1.19	1:0.23	1:0.33	American Farmland Trust
Northampton County	1999	1:1.13	1:0.97	1:0.23	American Farmland Trust

Source: American Farmland Trust, Rephann (2015)

communities that offer services or financial assistance to the agriculture sector such as farmland easement purchases, cooperative extension services, and dedicated departments of agriculture, can be expected to have higher agricultural ratios, holding all else the same.

As discussed further below, COCS study results are also sensitive to certain methodological decisions adopted by the researcher. For this reason, Kotchen and Schulte (2009) recommend that researchers make their assumptions explicit and consider performing sensitivity analyses to instill greater confidence in the results.

### **Limitations of Cost of Community Services Studies**

Cost of Community Services studies describe the current land use revenue contributions and service loads. This information is sometimes used to support rural preservation efforts and to discourage residential development. Yet, COCS studies also have certain conceptual, methodological and interpretative limitations (Clapp et al. 2018; Kotchen and Schulte 2009; Deller 1999, Kelsey 1996), which are briefly described here:

**Sensitivity to methodological choices.** COCS study results can vary based on methodological decisions. First, differences can occur as a result of how jurisdictional boundaries are defined. For example, the exclusion of component units or special taxing districts that fund primary and secondary education can have a profound effect on the results. COCS studies conducted for communities such as incorporated towns that do not fund or operate school systems tend to show lower residential land use COCS ratios than jurisdictions that provide these services. Second, land-use definitions can also be important. For example, allocating farm housing (and the corresponding residential service load) to agriculture/open space land uses has been found to increase the agriculture/open source COCS ratio (Kotchen and Schulte 2009; Edwards and Jackson-Smith 2001). Third, studies vary in the precision with which they identify and allocate expenditures and revenues to land uses. The gold standard is actual records that

show which land-use categories pay taxes, fees, and fines and use services. However, this kind of information is often not available, and most studies use default options called “fallback ratios,” which are explained further below.

**Average versus marginal analysis.** COCS studies allocate costs and expenditures based on community wide averages by land use at one point in time. However, the resulting COCS ratios may not reflect the incremental fiscal impact of changes in land uses over time. First, communities that have underutilized capacity or that can exploit economies of scale in service delivery may experience lower marginal expenditure burdens than communities without these characteristics. Second, properties are also very heterogeneous within land-use categories. For instance, within the residential land-use category, individual multi-family residential units often generate lower revenues than single-family homes. The spatial configuration of properties also matters. More compact developments place lower demand on infrastructure and community services than decentralized development patterns. For these reasons, COCS studies are descriptive of current conditions and not predictive of changes in land uses at the margin.

**Market failures and tax incidence.** COCS studies allocate expenditures to those land uses based on service loads and payment source. However, the expenditure benefits and tax incidence may be more diffuse. Many locally provided services are public goods, which means that the consumers cannot be excluded from benefiting from them, and their consumption does not deplete the availability of the service. For example, police and fire protection benefits everyone, including those who are not directly affected by police and fire response by reducing hazard insurance rates, deterring misconduct, or preventing wider outbreaks of mischief, disease, and conflagration. Public services such as education, although they directly benefit residents, may improve productivity and earnings for businesses and farms. Furthermore, public improvements and services provided by spending may be capitalized into local land prices. Tax incidence may also differ from the source of tax collections. The entity that

pays the tax is not always the one that ultimately bears the tax because of tax shifting and tax exporting. Evidence suggests that the bulk of some taxes (e.g., hotel/motel taxes) is exported outside the community and therefore is not borne by any local land use. Other taxes, such as Business, Professional and Occupational License (BPOL) taxes, which are paid by businesses, may be at least partly shifted to the consumers of these services in the form of higher prices and to employees in the form of lower wages and benefits.

**Metrics of community welfare.** COCS studies only look at the fiscal benefits and costs of land-use configurations. Alternative metrics of wellbeing include economic impact (e.g., employment, output) and social costs and benefits (e.g., the market value of clean water and air). The land use impacts or benefits from these calculations are potentially quite different from COCS results. For instance, farms often have lower “economic multipliers” than commercial and industrial operations because of the absence of local supply chains. On the other hand, agricultural land and open space often provide significant environmental benefits that are not captured by economic or fiscal impact metrics.

### **Methods for Assigning Revenues and Expenditures to Land Uses**

The quality of a COCS study rests in large part on how accurately it can assign revenues and expenditures to particular land uses. Typically, revenue assignments are relatively more straightforward than expenditure assignments since records are often available showing which individuals or enterprises incurred a particular tax or fee.<sup>4</sup> In contrast, many government services are public goods, or accurate service user records are not maintained, making it more difficult to associate users with particular land uses.

<sup>4</sup> For some revenue sources, like the local option sales tax, no permanent record is made that identifies the taxpayer. In other instances, like property taxes, permits, and fees it is possible via address geocoding to associate an address on a record with an individual land parcel, and, thus with a particular land use.

A variety of different methods are available to assign revenues and expenditures to land uses. They include information drawn from: (a) payment and service usage records, (b) personnel records by service area, (c) imputation using secondary data sources, (d) land-use allocations derived from other COCS studies for comparable communities, (e) intergovernmental aid rules, (f) departmental directors and staff estimates, and (g) fallback ratios.

### ***Payment and Service Use Records***

Many local government departments keep records on the source of tax and fee payments or the utilization of services. The most obvious example is real property tax records, which report taxes paid by property parcels that are easily identifiable with particular land uses. In other instances, this information can be inferred using address records. For example, police and fire/EMS incident reporting systems contain information such as service call addresses or coordinates that allows one to geocode the service data and associate it with tax parcels.<sup>5</sup> In some instances, this information can be misleading or inaccurate. For instance, incident reports may mislabel an address or provide only a partial description (e.g., corner of 2nd and South streets), or incidents that occur in public right-of-ways will be attributed to nearby addresses.

There are some potential “grey areas” in making assignments. First, some property has dual business and commercial use. A business property may also include residential apartments. In addition, many individuals have home-based occupations or work as contractors out of the home. The property in question may have a commercial use but be located in a residentially zoned area. Second, nontaxable parcels (e.g., government and non-profit buildings and public right-of-ways) also generate service loads, which raise the issue of how to identify the

<sup>5</sup> Federal public safety reporting systems such as the National Fire Incident Reporting System (NFIRS), National EMS Information System (NEMSIS), and National Incident-Based Reporting System (NIBRS) have fields that identify the type of location (e.g., wildland/woods, processing/manufacturing area) and description of the area where the incident occurred that might be used to associate the incident with a land use.

users of the services at these non-taxable property parcel locations.

Another issue is using counts as a measure of service resource load. In certain circumstances, there may be other features of the service call that better represent the amount of resources used. For example, the cost of making a fire call may differ depending on the time responding and being on the scene, the number of personnel responding, the pieces of equipment used, etc.

#### *Personnel Hours by Service Area*

In some instances, service call or collection information may not be available. However, it may be possible to identify particular personnel who deal with specific types of customers. For instance, the FTE or compensation weighted FTE of employees serving households would be assigned to residential land use, while those exclusively serving business or agricultural customers could be assigned to those land uses. These totals could then be aggregated department-wide to provide a department land-use allocation.

#### *Imputation Methods*

In the absence of actual service use or personnel assignment, it may be possible to impute service usage by land use using other external data sources. One example of this method is provided by DeBoer (2010) who estimates average daily service population by land use using federal statistical agency population, employment and commuting data. This population headcount then becomes the basis for measuring public safety service load. Several studies use imputation methods to estimate road usage and wear by land use (for assigning the source of road construction and maintenance expenditures) with the aid of state and national data on vehicular registrations, number of trips, miles travelled, and vehicular loads (DeBoer 2010; Thorvaldson and Seidl 2009; Edwards and Jackson-Smith 2001).<sup>6</sup>

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<sup>6</sup> Road maintenance and construction is generally handled by the Commonwealth through the Virginia Department of Transportation (VDOT). Thus, it will not be considered

#### *Information from Other Studies*

Many COCS studies evaluate the same types of local revenues and expenditures. The land-use allocations made for these items may be transferable for similar types of communities. For instance, cooperative extension is offered in many counties with the county picking up a portion of the expenditures. Information from these studies could be used to inform the selection of land use allocations.

#### *Intergovernmental Aid Criteria*

Some governmental grant programs specify rules or formulas for assigning expenditures by jurisdiction. For example, a formula that heavily weighs resident population for awarding funds could be considered an award on the basis of residential land uses. The description of the purpose of a particular federal or state award may provide valuable clues about the land use targeted.

#### *Hybrid Methods*

It may be possible to combine different methods to obtain more accurate estimates of service use by land-use category. For instance, DeBoer (2010) uses a hybrid method that relies on property value information and average daily population by land use to assess public safety services usage. Another example of this method would be to combine personnel staffing information with service call information. If it is known that certain staff exclusively deal with particular land uses but other staff deal with multiple land uses, service calls could be used to as a weighting factor for the other staff members.

#### *Director and Staff Estimation*

Many times, precise records may not be kept, but departmental directors or staff may be able to offer an estimated breakdown of the amount of effort spent serving different constituencies such as households, businesses, or farmers. In the absence of

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in this study. However, in communities where local road maintenance is the responsibility of local governments, evidence has been offered that businesses and farmers make proportionally more use of local roads because of the additional wear and tear that heavy farm and business vehicles inflict on roads (DeBoer 2010)

any hard data or information such as that described above, these estimates may be useful in allocating expenditures and revenues to land uses.

### *Fall-back Ratios*

Almost all COCS studies use a “fall-back” ratio as a default option for budget land-use allocation purposes when other information is not available. This ratio is usually computed on the basis of real property tax revenue by land use. The rationale for the method is that property taxation provides a rough

estimate of user benefits.<sup>7</sup> Fall-back ratios are often used for allocating general administrative services expenditures to land uses since these services benefit everyone in the community. One issue in COCS analysis is whether to calculate real property tax revenue by taxable real property (which takes into consideration use value taxation) or assessed real property values when making the land use allocations. Most COCS studies (including AFT) rely on taxable real property values as a better indicator of the benefits received by different land uses.

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<sup>7</sup> The use value assessment method of using capitalized production values in lieu of comparable sales values provides a rough approximation of property values in locations except urban fringe areas where development pressures are high (Anderson 2012). Even in urban fringe areas, it is difficult to argue that these speculative values create additional costs for local government. DeBoer (2010) notes, however, that the choice of how to value farmland (i.e., use value or development value) can make a sizeable difference in agriculture land use COCS results.





## SECTION 3 CLARKE COUNTY STUDY DATA AND METHODOLOGY

At the start of this study, county officials, key departmental staff, and Conservation Easement Authority members were invited to a project meeting on May 11, 2018, to discuss the purpose, timeline, methodology, and data collection tasks for the study. This forum was used to solicit feedback on research design issues and definitions, discuss data collection options, and plan follow-up interviews to collect more detailed departmental level information. Resources distributed to staff included an FAQ (see Appendix A) that described the purpose and methodology of the study.

In conducting the study, an effort was made to closely adhere to the methodology used by the American Farmland Trust (AFT). This meant that the land use definitions used by the AFT in other studies was adopted and that farm household service demand and farm residential improvements were assigned to residential land use. It also meant that other COCS studies, including both AFT studies performed for Virginia counties and a previous study conducted by the Weldon Cooper Center for Public Service for Fauquier County, Virginia, were used to help guide land use allocation decisions when Clarke County information was not available.

The study proceeded in five stages. First, land-use categories were defined. Second, final budget revenue and expenditure information from budgets and/or financial reports was collected. Third, information on revenue generation and service use by land use was solicited from county departments. Fourth, county expenditures and revenues by line item were assigned to each land use. Lastly, the land-use allocations were summed up and expenditure to revenue ratios were computed by land use.

Each of the first four steps are described in more detail below while the last step is presented in the next section.

### *(1) Definition of land use categories*

Three land-use categories were defined: residential, commercial and industrial, and agricultural and open space:

**Residential:** Property used for dwellings, including single-family homes, farmhouses, mobile homes and rental units, and associated yards.

**Commercial and Industrial:** Property used for business purposes other than agricultural or forestry, including mining, manufacturing, utilities, retail and wholesale trade, and services.

**Agriculture and Open Space:** All agricultural and forestry properties, in particular those parcels greater than 20 acres.

### *(2) Collection of Final Budget Revenue and Expenditure Information*

FY 2017 budget information was utilized. Information on actual revenues and expenditures for FY 2017 was obtained from the 2017 CAFR (*Clarke County Financial Report for Year Ended June 30, 2017*) using Schedule 1 (Schedule of Revenues) and Schedule 2 (Schedule of Expenditures). When needed to form a more complete picture, more detailed breakdown of individual budget items was obtained from the Director of Joint Administrative Services.

*(3) Collection of Information on revenue generation and service use by land use was collected from county departments.*

From May through July, e-mail and phone contacts were made with department directors to solicit information for use in making land use allocations. Follow-up phone conversations with other key staff were arranged when suggested by directors.



*(4) Fourth, these assignments are allocated to budget expenditures and revenues by line item.*

The information collected from the third task was used to make land-use allocations for expenditure and revenue items. In a number of instances, individual departments were not able to furnish usable data because (a) tax, customer service, or caseload records were not stored in electronic formats or were not stored in formats that they could be easily associated with particular land uses or (b) the department contact was unable to provide estimates of the land use distribution of their customer or service base.

**Appendix B.** contains a more detailed description of the various assignment methods used for key budget categories. Some of the assignments depended on actual service usage and payment records. Some assignments are based on departmental estimates of service usage and payments based on their experiences providing the services or receiving the payments. Other assignments are based on analyst assignments of budget items based on descriptions of the purpose and usage of the budget item or AFT and Weldon Cooper Center for Public Service assignments used in other Virginia COCS studies.

## SECTION 4 RESULTS

This section presents the result of the land use allocations and computed cost of community services expenditures-to-revenues ratios by land use category. In addition to presenting the ratios for the FY 2017 county budget, several additional scenarios are designed to test the sensitivity of the results to different assumptions made in the analysis.

**Table 4.1** presents a summary of revenue and expenditure land-use category allocations by major budget item. A more detailed breakdown of the budget and description of allocation method used by item are provided in **Appendix C**. **Table 4.1** shows that residential land uses generated an estimated \$34.2 million in county revenues while consuming approximately \$42.3 million in county services, maintenance, and infrastructure in FY 2017 for a gap of \$8.1 million. Commercial/industrial and agriculture/open space generated estimated surpluses of \$3.7 million and \$1.5 million respectively, resulting in a total FY 2017 budget deficit of \$2.9 million. The FY 2017 budget COCS ratio is computed by dividing the total county budget expenditure by county revenue for each land use category. This calculation results in COCS ratios of 1.237 for residential land use, 0.234 for commercial/industrial land use, and 0.495 for agriculture/open space land use.

Since there was a negative fund balance generated in FY 2017, Weldon Cooper creates an additional scenario (termed a balanced-budget COCS ratio) where this fund balance is financed in the same proportion as existing FY 2017 revenues by land use.<sup>8</sup> These COCS ratios are computed by dividing the percentages of total expenditure by land use by the percentage of total revenue by land use. These calculations result in slightly lower COCS ratios of 1.157, 0.219, and 0.463 respectively.

<sup>8</sup> This “normalizing” adjustment is routinely reported in COCS studies (DeBoer 2010; Thorvaldson and Seidl 2009; Edwards and Jackson-Smith 2001).

These residential and industrial/commercial balanced budget COCS ratios are similar to those found in recent national studies. Kotchen and Schulte (2009) showed that the national average COCS ratios for 125 studies was 1.18 for residential, 0.44 for commercial/industrial, and 0.50 for agriculture/open space. Residential and commercial/industrial averages are slightly higher than the Clarke County results while agriculture/open space is about the same. On the other hand, the commercial/industrial ratio is more similar to Virginia COCS studies reported earlier in Table 2.1 (Residential 1.18, Commercial/Industrial 0.38 and Agriculture/Open Space 0.33).

One factor that contributes to a higher agriculture/open source COCS ratio for Clarke County than other Virginia localities is its relatively large Purchase of Development Rights program that results in the creation of conservation easements on undeveloped agricultural, forestal, and other open-space land. When expenditures and revenues associated with the county’s Conservation Easement Fund are removed from the FY 2017 budget, the COCS ratio for Agriculture/Open Space drops to 0.314 (see **Table 4.2**).<sup>9</sup> Two methodological changes would also decrease the agriculture/open space COCS ratio. Assigning farm residence assessed value to agriculture/open space land use instead of residential land use decreases the ratio to 0.386 from the 0.495 baseline. Similarly, removing the use value assessment taxation program and taxing agriculture/conservation land at full assessment would decrease the COCS ratio to 0.397. These changes increase the relative revenue contribution of agriculture/conservation land uses.

<sup>9</sup> Removal of the conservation easement program might be expected to have other fiscal impacts not considered here, including the loss of some state funding through the Standards of Quality program. This issue is addressed in Appendix D.

**Table 4.1 Clarke County Budget Allocations by Land Use**

<b>Revenues</b>			
	Residential	Commercial/ Industrial	Agriculture/ Open Space
General Property Taxes	\$15,148,766	\$2,822,031	\$1,940,641
Other Local Taxes	\$557,058	\$1,367,267	\$44,782
Permits, Fees, and Licenses	\$303,799	\$52,472	\$37,622
Fines and Forfeitures	\$349,242	\$3,037	\$0
Revenue from Use of Money and Property	\$111,223	\$4,611	\$8,090
Charges for Services	\$978,084	\$20,787	\$2,732
Recovered Costs	\$33,824	\$49,333	\$769
Miscellaneous Revenue	\$19,032	\$46,747	\$3,066
Total Revenue from Local Sources	\$17,501,028	\$4,366,286	\$2,037,702
State Government	\$4,051,129	\$199,278	\$123,185
Federal Government	\$116,940	\$9,872	\$1,609
Other Government Funds	\$1,740,125	\$226,869	\$727,353
School Board Funds	\$10,792,343	\$60,915	\$0
Total Revenue	\$34,201,565	\$4,863,219	\$2,889,849
(a) Revenues Percentage by Land Use	81.52	11.59	6.89
<b>Expenditures</b>			
	Residential	Commercial/ Industrial	Agriculture/ Open Space
General Government	\$1,516,863	\$175,697	\$211,042
Judicial	\$652,245	\$21,863	\$24,185
Public Safety	\$3,624,936	\$501,372	\$68,645
Public Works	\$990,843	\$74,744	\$103,531
Health and Welfare	\$656,708	\$0	\$0
Education--Community Colleges	\$16,441	\$0	\$0
Parks, Recreation, and Cultural	\$973,326	\$0	\$0
Community Development	\$401,067	\$86,683	\$89,850
Nondepartmental Operations	\$4,106	\$377	\$661
Total General Fund	\$8,836,534	\$860,736	\$497,915
Capital Projects	\$583,580	\$258,108	\$204,048
Debt Service	\$4,016,006	\$18,445	\$32,360
Other Governmental Funds	\$2,306,293	\$0	\$695,891
Public Schools	\$26,570,245	\$0	\$0
Total Expenditures	\$42,312,657	\$1,137,289	\$1,430,214
(b) Expenditures Percentage by Land Use	94.28	2.53	3.19
Gap (Expenditures-Revenues)	-\$8,111,092	\$3,725,930	\$1,459,636
COCS Ratio (Expenditures/Revenues)	1.237	0.234	0.495
Balanced Budget COCS Ratio ((b)/(a))	1.157	0.219	0.463

**Table 4.2 Clarke County Cost of Community Services Additional Budget Scenarios**

Scenario	Residential	Commercial/ Industrial	Agriculture/ Open Space
Remove Conservation Easement Program	1.241	0.234	0.314
Include Farm Residence in Agriculture/Open Space	1.297	0.234	0.386
Remove Use Value Assessment	1.283	0.234	0.397



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## APPENDIX A. DEPARTMENT MEMORANDUM

### COST OF COMMUNITY SERVICES STUDY FAQ

#### What is a Cost of Community Services study?

A Cost of community service (CCS) study allocates local government expenditures and revenues to different land use categories, usually residential, commercial/industrial, and agricultural/open space, based on assessments of municipal public service demands and the amount of revenues generated by land use. This information shows how existing land uses affect the county budget and can be used for county land use planning.

#### How are the land use categories defined?

**Residential:** Property used for dwellings, including single-family homes, farmhouses, mobile homes and rental units, and associated yards.

**Commercial and Industrial:** Property used for business purposes other than agricultural or forestry, including mining, manufacturing, utilities, retail and wholesale trade, and services.

**Agriculture and Open Space:** All agricultural and forestry properties, including those qualifying for use value taxation and vacant residential parcels greater than 20 acres.

#### What is the time period for the analysis?

Fiscal Year 2017

#### How should I assign departmental expenditures and revenues to various land uses?

I have several suggestions listed below.

For expenditures:

- (1) Administrative records on service use based on incident reports, case reports, etc.
- (2) Administrative records on hours of department staff time spent working with different types of customers (i.e., households, businesses, farmers and forest landowners).
- (3) Other method(s) based on departmental procedures (please describe)
- (4) Professional guestimates
- (5) If land use distributions cannot be estimated using (1)-(4), please state that that the distribution of department expenditures by land use are “unknown.”

For revenues:

- (1) Administrative records on addresses for charges for services, fees, fines, etc.



(2) Information on the purpose of a grant for categorical state or federal grant programs (for instance, if the grant is to be used to benefit businesses, attribute the revenue source to “commercial/industrial”).

(3) Other method(s) based on departmental procedures (please describe)

(4) Professional guestimates

(5) If land use distributions cannot be estimated using (1)-(4), please state that that the distribution of department revenues by land use are “unknown.”

### **How detailed should my departmental allocations be by budget category?**

A spreadsheet is being provided that contains a list of department expenditures and revenues by budget category. The first column contains a brief description of the expenditure or revenue category. The second column contains the FY 2017 Comprehensive Annual Financial Report (CAFR) budget figure for the expenditure or revenue budget category. The third through fifth columns provide spaces for you to estimate percentages of expenditure or revenue attributable to the three land uses. The sixth column provides a space for you to describe your method for estimating the land use breakdown for the expenditure or revenue category. The final column (“comments”) allows you to offer any other comments on the item. For instance, if your department is not responsible for collecting information related to the fee or charge, please indicate who is responsible and provide contact information.

### **What if I have additional questions?**

Please contact Terry Rephann at e-mail [trephann@virginia.edu](mailto:trephann@virginia.edu) or telephone (434) 982-4501. He would also be happy to call you or meet with you to discuss any methodological issues or concerns. He will follow up with you within two weeks to discuss any difficulties you might be encountering in completing this request.

## APPENDIX B. CLARKE COUNTY LAND USE ALLOCATION METHODS

This appendix describes how many of the major expenditure and revenue budget items were allocated to each land-use category.

Real property taxes were assigned using data from a real property tax file provided by the Commissioner of Revenue. Land Use allocations are based on taxable property values (which takes into consideration use value deferrals) by zoning category (Residential Single Family Urban, Residential Single Family Suburban, Residential Multiple Family, Commercial and Industrial, Agricultural (20-100 acres), Agricultural (>100 acres)). The first three residential categories were assigned to residential land use, Commercial and Industrial to commercial/industrial land use, and Agricultural (20-100 and >100 acres) to agricultural/open space land use. In calculating agricultural/open space tax values, home improvement values were not included but the value of other improvements (e.g., other farm-related structures such as barns and silos) were. **Table B.1** below shows the assessed and taxable values assigned to each land-use category.

**Table B.1. Allocation of Real Property Taxes by Land Use**

Property Class	Assessment	Taxable Value	Residential	Commercial/ Industrial	Agriculture/ Open Space
Residential Single Family Urban	\$433,389,600	\$432,965,018	\$432,965,018		
Residential Single Family Suburban	\$1,020,243,200	\$990,799,812	\$990,799,812		
Residential Multiple Family	\$9,405,600	\$9,327,668	\$9,327,668		
Commercial and Industrial	\$158,387,100	\$154,977,812		\$154,977,812	
Agricultural (20-100 acres)	\$476,889,900				
Agricultural (>100 acres)	\$340,690,500				
Total Agricultural	\$817,580,400				
less land use adjustment	-\$290,830,462				
equals adjusted ag value	\$526,749,938				
farmhouses	\$254,853,470	\$254,853,470	\$254,853,470		
Final ag land value	\$271,896,468	\$271,896,468			\$271,896,468
Total		\$2,114,820,248	\$1,687,945,968	\$154,977,812	\$271,896,468
Land Use Percentage			79.82%	7.33%	12.86%

Another major category of tax revenue, personal property taxes, was assigned to land uses using data from the personal property file tabulated by the Commissioner of Revenue. Personal property items were assigned to land use categories based on taxes paid.

**Table B.2. Allocation of Personal Property Taxes by Land Use**

Personal Property Category	Tax	Residential	Commercial/ Industrial	Agriculture/ Open Space
Automobiles	\$5,695,355	\$4,883,475	\$811,880	\$0
Mobile Homes	\$1,315	\$1,201	\$114	\$0
Machinery, Tools, Utility, and Industrial	\$704,298	\$0	\$666,238	\$38,060
Camper, Trailers, Motorcycles & Boats	\$299,512	\$299,512	\$0	0
Fire & Rescue	\$15,741	\$0	\$15,741	\$0
Other	\$171,806	\$0	\$135,663	\$36,143
Total	\$6,888,027	\$5,184,189	\$1,629,635	\$74,203
Land Use Percentage	100.00%	75.26%	23.66%	1.08%

The real property breakdown (79.825% residential, 7.33% commercial/industrial, 12.86% agricultural/open space) served as a fallback ratio for many budget items when other information was not available. Within the land use allocation calculation tables reported in Appendix C, these items are identified as “Fallback Real Property.” In the case of two departments (Commissioner of Revenue and Treasurer), different fallback percentages were used: the former based on all property tax revenues and the latter based on all local revenues (including taxes, fees, and fines).

Many budget items were exclusively allocated to an individual land use. In these cases, the allocation method is described as “Residential” (all residential), “Commercial/Industrial” (all commercial/industrial), or “Agriculture/Open Space” (all agriculture/open space). These assignments were based on information obtained from department directors and staff about the purpose of particular expenditures or descriptions of the purposes of specific federal and state grants. In some instances, a department director directly made the assessment/assignment. Examples of expenditures categorized “Residential” include the Board of Elections, Regional Jail, and Parks and Recreation. Exclusively agriculture/open space expenditures include the Conservation Easement Fund and Sprout Run improvements (a watershed improvement project).

Local option sales taxes were assigned to commercial/industrial land use. Local option sales tax revenues are distributed to localities on a point-of-sale basis and generally would not be collected without the presence of local commercial enterprises. This assignment method is the same as Renkow (2008) used in North Carolina study but differs from standard AFT methodology that identifies some retail purchases as business purchases (i.e., “machinery, equipment and supplies, professional equipment, service establishment equipment and hotels, motels, and tourist camps) and the remainder as residential (American Farmland Trust 1999, 2003a, 2003b, 2005).

Many public safety items (sheriff, fire and rescue, and emergency medical services) were assigned on the basis of public safety (fire and rescue, EMS, sheriff) incident reporting system data. The incident reports identified the street grid location of the incident, which were then assigned to parcels using geographical information system geocoding. Fire expenditures and related revenues were allocated to land uses using fire and rescue report land use allocations while EMS and Sheriff expenditures and revenues were allocated using their respective land use allocations. The analysis assigned incident reports for public right-of-ways locations to residential land use.

Monthly reports issued by the Planning Department and Building Department were used to assign building permits and inspection and zoning permit revenues and related expenditures. Planning Commission land

uses were calculated using the same land-use ratios as zoning permit revenues. Economic development was assigned to commercial/industrial while soil and water conservation district allocations were assigned to agriculture/open space. Fee revenues were assigned to land use based on applicant description. Cooperative Extension Program allocations were estimated using staff FTE.

Judicial areas (i.e., Circuit Court, District Court, Commonwealth Attorney), County Attorney, and Clerk of Court budgets items were allocated to land uses using information drawn from Circuit and District Court Caseload statistics for FY 2017 in combination with sampled records from the District Court and Circuit Court Online Case Information Civil and Criminal Justice Case Reports.<sup>10</sup> In order to more easily characterize the types of plaintiffs and defendants involved in criminal complaints and litigation, samples of weekly records were drawn for the weeks of July 11-15, 2016; September 12-16, 2016, January 23-27, 2017, and April 24-28, 2017. Court plaintiffs and defendants were identified as individuals, businesses, or farms based on information in the case records. For Circuit court activities, Circuit Court cases were used to make the land use allocations. For District Court activities, District Court cases were used. Cases which involved the Commonwealth Attorney were used to estimate effort expended on land use categories for the Commonwealth Attorney's Office.

For estimating Clerk of Court services by land use, a hybrid method was used. The Clerk of Court staffs three service areas (Land Record Division, Public Service Division, and Court Division). Land Record Division activities were assumed to be proportional to real property taxable value allocations. Public Service activity (largely marriages and wills) was assigned to residential land use. Court Division related activities assumed the same land use allocations as Circuit Court. These land use allocations were then weighted by their respective staff effort by service area as estimated by the Clerk of Court (75 percent Land Records, 15 percent Public Service, and 10 percent Court) to obtain the overall Clerk of Court distribution of land use effort (83.5 percent residential, 6.7 percent industrial/commercial, and 9.8 percent agricultural/open space).

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<sup>10</sup> This information can be found at the Virginia Judicial System website (<http://www.courts.state.va.us/caseinfo/>) under "Case Status and Information" and "Court Administration."



**APPENDIX C. LAND USE ALLOCATION OF CLARKE COUNTY REVENUES  
AND EXPENDITURE BY ITEM FOR FISCAL YEAR 2017**

**Table C-1 Revenue Allocation Factors and Allocation Method**

	FY17 Actual	Residential	Commercial/ Industrial	Agriculture/ Open Space	Allocation Method
<b>LOCAL SOURCES</b>					
<b>General property taxes:</b>					
Real property taxes	\$14,495,536	0.798	0.073	0.129	Real Property
Real and personal public service corporation taxes	\$487,565	0.000	1.000	0.000	Commercial/Industrial
Personal property taxes	\$4,453,059	0.753	0.237	0.011	Personal Property
Mobile home taxes	\$1,075	1.000	0.000	0.000	Residential
Machinery and tools taxes	\$176,461	0.000	1.000	0.000	Commercial/Industrial
Penalties	\$177,343	0.761	0.142	0.097	General Property Taxes
Interest	\$120,399	0.761	0.142	0.097	General Property Taxes
<b>Total General Property Taxes</b>	<b>\$19,911,438</b>				
<b>Other Local Taxes</b>					
Local sales and use taxes	\$898,361	0.000	1.000	0.000	Commercial/Industrial
Consumers' utility taxes	\$346,094	0.000	1.000	0.000	Commercial/Industrial
Consumption taxes	\$32,433	0.798	0.073	0.129	Fallback Real Property
Motor vehicle licenses	\$325,439	0.857	0.143	0.000	Automotive Personal Property
Taxes on recordation and wills	\$315,886	0.798	0.073	0.129	Fallback Real Property
Transient occupancy taxes	\$28,005	0.000	1.000	0.000	Commercial/Industrial
Business license taxes	\$22,890	0.000	1.000	0.000	Commercial/Industrial
<b>Total Other Local Taxes</b>	<b>\$1,969,108</b>				
<b>Permits, Privilege Fees, and Regulatory Licenses</b>					
Animal licenses	\$6,736	1.000	0.000	0.000	Residential
Land use application fees	\$33,150	0.000	0.000	1.000	Agriculture/Open Space
Animal shelter fees	\$8,068	1.000	0.000	0.000	Residential
Building and related permits	\$242,160	0.830	0.152	0.018	Building permit and inspection reports
Zoning and subdivision	\$88,924	0.824	0.176	0.000	Zoning fee reports
Transfer fees	\$545	0.771	0.133	0.096	Joint Administrative Services Director
Signs permits and inspection fees	\$3,493	1.000	0.000	0.000	Joint Administrative Services Director
Weapons permits	\$5,605	1.000	0.000	0.000	Residential
Other permits and fees	\$5,210	1.000	0.000	0.000	Residential
<b>Total Permits, Privilege Fees, and Regulatory Licenses</b>	<b>\$393,891</b>				

Table C.1 Revenue Allocation Factors and Allocation Method (continued)

	FY17 Actual	Residential	Commercial/ Industrial	Agriculture/ Open Space	Allocation Method
<b>Fines and Forfeitures</b>					
Court fines and forfeitures	\$352,279	0.991	0.009	0.000	Commonwealth Attorney Court Case Statistics
<b>Total Fines and Forfeitures</b>	\$352,279				
<b>Revenue from Use of Money and Property</b>					
Revenue from use of money	\$62,924	0.798	0.073	0.129	Fallback Real Property
Revenue from use of property	\$61,000	1.000	0.000	0.000	County Administrator
<b>Total Revenue from Use of Money and Property</b>	\$123,924				
<b>Charges for Services</b>					
Charges for emergency medical services	\$42,798	1.000	0.000	0.000	Residential
Charges for ambulance and rescue	\$409,373	1.000	0.000	0.000	Residential
Charges for courthouse security	\$52,890	0.952	0.046	0.002	District and Circuit Court Civil Case Statistics
Charges for jail processing	\$1,287	1.000	0.000	0.000	Residential
Court appointed attorney	\$93	1.000	0.000	0.000	Residential
Charges for other localities	\$52,000	0.726	0.259	0.015	Joint Administrative Services Director
Charges for Commonwealth's Attorney	\$1,742	0.991	0.009	0.000	Commonwealth Attorney Court Case Statistics
Charges for parks and recreation	\$398,319	1.000	0.000	0.000	Residential
Charges for engineer's fees/biosolids applications	\$1,085	0.000	0.000	1.000	Agriculture/Open Space
E-tickets	\$26,639	0.866	0.116	0.018	Sheriff incident reports
Other charges for services	\$15,377	0.866	0.116	0.018	Joint Administrative Services Director
<b>Total Charges for Services</b>	\$1,001,603				
<b>Miscellaneous</b>					
	\$68,845	0.276	0.679	0.045	Joint Administrative Services Director
<b>Recovered Costs</b>					
Rebates and refunds	\$4,957	1.000	0.000	0.000	Joint Administrative Services Director
Insurance recovery	\$5,982	0.798	0.073	0.129	Fallback Real Property
Gifts and donations in lieu of taxes	\$45,400	0.000	1.000	0.000	County Administrator
Sale of salvage	\$2,781	1.000	0.000	0.000	Joint Administrative Services Director



Table C.1 Revenue Allocation Factors and Allocation Method (continued)

	FY17 Actual	Residential	Commercial/ Industrial	Agriculture/ Open Space	Allocation Method
Loan repayment	\$3,495	0.000	1.000	0.000	Joint Administrative Services Director
Recycling and other rebates and refunds	\$21,311	1.000	0.000	0.000	Frederick County Landfill
<b>Total Recovered Costs</b>	\$83,926				
<b>Total revenue from local sources</b>	\$23,905,014				
<b>STATE GOVERNMENT</b>					
<b>Noncategorical Aid</b>					
Motor vehicle carriers' tax	\$22,640	0.000	1.000	0.000	Commercial/Industrial
Mobile home titling tax	\$1,207	1.000	0.000	0.000	Residential
Taxes on deeds	\$73,671	0.798	0.073	0.129	Fallback Real Property
Quarterly rental tax	\$2,404	0.000	1.000	0.000	Commercial/Industrial
Communications tax	\$405,302	0.798	0.073	0.129	Fallback Real Property
Personal property tax relief funds	\$2,483,842	1.000	0.000	0.000	Residential
<b>Total Noncategorical Aid</b>	\$2,989,066				
<b>Shared Expenses (Categorical)</b>					
Commonwealth's attorney	\$189,964	0.991	0.009	0.000	Commonwealth Attorney Case Statistics
Sheriff	\$752,055	0.866	0.116	0.018	Sheriff Incident Reports
Commissioner of revenue	\$76,730	0.761	0.142	0.097	Property Tax Revenues
Treasurer	\$93,184	0.730	0.185	0.085	Local Revenues
Registrar/electoral board	\$37,029	1.000	0.000	0.000	Residential
Clerk of the Circuit Court	\$164,497	0.745	0.067	0.188	Clerk of Court Hybrid Method
<b>Total Shared Expenses (Categorical)</b>	\$1,313,459				
<b>Other Categorical Aid</b>					
Fire programs fund	\$45,236	0.842	0.123	0.035	Fire Incident Reports
Litter control grant	\$4,055	1.000	0.000	0.000	Residential
Virginia Commission for the Arts	\$5,000	0.000	1.000	0.000	Commercial/Industrial
Other categorical aid	\$16,776	0.955	0.039	0.006	Joint Administrative Services Director
<b>Total Other Categorical Aid</b>	\$71,067				
<b>Total State Revenue</b>	\$4,373,592				

Table C.1 Revenue Allocation Factors and Allocation Method (continued)

	FY17 Actual	Residential	Commercial/ Industrial	Agriculture/ Open Space	Allocation Method
<b>FEDERAL GOVERNMENT</b>					
<b>Payments in Lieu of Taxes</b>	\$6,135	0.000	1.000	0.000	Commercial/Industrial
<b>Categorical Aid</b>					
Crime victim assistance	\$53,042	1.000	0.000	0.000	Residential
SCAAP grant	\$605	1.000	0.000	0.000	Residential
DMV 402 grant	\$13,228	0.866	0.116	0.018	Sheriff Incident Reports
SAFER grant	\$7,721	0.786	0.195	0.019	Fire/EMS Incident Reports
DHR grant	\$9,500	0.798	0.073	0.129	Fallback Real Property
Local law enforcement block grant	\$10,561	1.000	0.000	0.000	Residential
Violence against women formula grants	\$27,629	1.000	0.000	0.000	Residential
<b>Total categorical aid</b>	<b>\$122,286</b>				
<b>Total revenue from the federal government</b>	<b>\$128,421</b>				
<b>Total General Fund</b>	<b>\$28,407,027</b>				
<b>Special Revenue Funds</b>					
<b>Virginia Public Assistance Fund</b>					
Payments from other jurisdictions	\$44,128	1.000	0.000	0.000	Residential
Expenditure refunds	\$5,876	1.000	0.000	0.000	Residential
Revenue from the Commonwealth	\$277,301	1.000	0.000	0.000	Residential
Revenue from the federal government:	\$712,855	1.000	0.000	0.000	Residential
<b>Total Virginia Public Assistance Fund</b>	<b>\$1,040,160</b>				
<b>Comprehensive Services Act Fund</b>					
Revenue from the Commonwealth	\$285,079	1.000	0.000	0.000	Residential
Revenue from the federal government	\$14,036	1.000	0.000	0.000	Residential
<b>Total Comprehensive Services Fund</b>	<b>\$299,115</b>				

Table C.1 Revenue Allocation Factors and Allocation Method (continued)

	FY17 Actual	Residential	Commercial/ Industrial	Agriculture/ Open Space	Allocation Method
<b>Drug Enforcement Fund</b>					
Revenue from the use of money	\$478	0.781	0.219	0.000	Residual Drug Enforcement Fund main revenue average
Gifts and donations	\$46,754	0.750	0.250	0.000	Sheriff's Office
Total revenue from the Commonwealth (Asset forfeiture)	\$6,652	1.000	0.000	0.000	Residential
<b>Total Drug Enforcement Fund</b>	<b>\$53,884</b>				
<b>Animal Care Fund</b>					
Revenue from the use of money	\$3	1.000	0.000	0.000	Residential
Gifts and donations	\$225	1.000	0.000	0.000	Residential
<b>Total Animal Care Fund</b>	<b>\$228</b>				
<b>Conservation Easement Fund</b>					
Real property taxes	\$70,077	0.798	0.073	0.129	Fallback Real Property
Revenue from use of money	\$459	0.155	0.008	0.838	Residual Conservation Easement Fund Average
Miscellaneous	\$45,277	1.000	0.000	0.000	Natural Resource Officer
Revenue from the Commonwealth (Conservation easement grants)	\$305,963	0.000	0.000	1.000	Agriculture/Open Space
Revenue from the federal government (Conservation easement grants)	\$233,625	0.000	0.000	1.000	Agriculture/Open Space
<b>Total Conservation Easement Fund</b>	<b>\$655,401</b>				
<b>School Debt Service Fund</b>					
Expenditure refunds	\$58,075	1.000	0.000	0.000	Residential
Revenue from the federal government (BAB interest subsidy)	\$123,526	1.000	0.000	0.000	Residential
<b>Total School Debt Service Fund</b>	<b>\$181,601</b>				

Table C.1 Revenue Allocation Factors and Allocation Method (continued)

	FY17 Actual	Residential	Commercial/ Industrial	Agriculture/ Open Space	Allocation Method
Capital Projects Fund:					
<b>General Government Capital Projects Fund</b>					
Gifts and donations	\$38,218	0.740	0.260	0.000	Joint Administrative Services Director
Revenue from the Commonwealth	\$200,000	0.000	1.000	0.000	Joint Administrative Services Director
Revenue from the federal government	\$224,938	0.207	0.000	0.793	Joint Administrative Services Director
<b>Total General Government Capital Projects Fund</b>	<b>\$463,156</b>				
<b>Parks Construction Fund</b>					
Revenue from the use of money	\$225	1.000	0.000	0.000	Joint Administrative Services Director
Gifts and donations	\$577	1.000	0.000	0.000	Joint Administrative Services Director
<b>Total Parks Construction Fund</b>	<b>\$802</b>				
Total Primary Government	\$31,101,374				
<b>SCHOOL BOARD FUNDS</b>					
<b>School Operating Fund</b>					
Revenue from the use of property	\$60,915	0.000	1.000	0.000	Joint Administrative Services Director
Tuition	\$211,136	1.000	0.000	0.000	Residential
Town of Berryville Crossing	\$2,500	1.000	0.000	0.000	Joint Administrative Services Director
Facility use fees	\$3,162	1.000	0.000	0.000	Residential
Other miscellaneous	\$64,320	1.000	0.000	0.000	Residential
Private gifts and donations	\$12,590	1.000	0.000	0.000	Residential
Rebates and refunds	\$11,705	1.000	0.000	0.000	Residential
Insurance recoveries	\$1,590	1.000	0.000	0.000	Residential
Sale of equipment	\$14,223	1.000	0.000	0.000	Residential
Total revenue from the Commonwealth	\$8,699,714	1.000	0.000	0.000	Residential
Total revenue from the federal government	\$773,249	1.000	0.000	0.000	Residential
<b>Total School Operating Fund</b>	<b>\$9,855,104</b>				

Table C.1 Revenue Allocation Factors and Allocation Method (continued)

	FY17 Actual	Residential	Commercial/ Industrial	Agriculture/ Open Space	Allocation Method
<b>School Food Service Fund:</b>					
Revenue from the use of money	\$143	1.000	0.000	0.000	Residential
Cafeteria sales	\$437,997	1.000	0.000	0.000	Residential
Expenditure refunds and rebates	\$25,021	1.000	0.000	0.000	Residential
Revenue from the Commonwealth (School food program grant)	\$9,801	1.000	0.000	0.000	Residential
Revenue from the federal government (School food program grant)	\$296,987	1.000	0.000	0.000	Residential
<b>Total School Food Service Fund</b>	<b>\$769,949</b>				
<b>Capital Projects Funds</b>					
Donations	\$25,589	1.000	0.000	0.000	Joint Administrative Services Director
Other miscellaneous	\$829	1.000	0.000	0.000	Joint Administrative Services Director
Revenue from the Commonwealth (Technology grant)	\$201,787	1.000	0.000	0.000	Residential
<b>Total School Capital Projects Fund</b>	<b>\$228,205</b>				
<b>School Board</b>	<b>\$10,853,258</b>				
<b>Total Revenue</b>	<b>\$41,954,632</b>				

**Table C.2 Expenditure Allocation Factors and Allocation Method**

	FY17 Actual	Residential	Commercial/ Industrial	Agriculture/ Open Space	Allocation Method
<b>General Fund</b>					
<b>General Government</b>					
Board of supervisors	\$56,051	0.798	0.073	0.129	Fallback Real Property
County administrator	\$308,924	0.798	0.073	0.129	Fallback Real Property
Independent auditor	\$33,565	0.798	0.073	0.129	Fallback Real Property
Legal services	\$44,860	0.798	0.073	0.129	Fallback Real Property
Commissioner of revenue	\$203,428	0.761	0.142	0.097	Property Tax Revenues
Assessor	\$3,500	0.798	0.073	0.129	Fallback Real Property
Equalization board	\$3,800	1.000	0.000	0.000	Residential
Data processing	\$303,755	0.798	0.073	0.129	Fallback Real Property
Finance and purchasing	\$553,653	0.798	0.073	0.129	Fallback Real Property
Treasurer	\$277,071	0.730	0.185	0.085	Local Revenues
Board of elections	\$114,995	1.000	0.000	0.000	Residential
<b>Subtotal General Government</b>	<b>\$1,903,602</b>				
<b>Judicial</b>					
Circuit court	\$18,231	0.868	0.120	0.012	Circuit Court Case Statistics
General district court	\$4,549	0.970	0.030	0.000	District Court Case Statistics
Magistrate	\$17	1.000	0.000	0.000	Residential
Juvenile and domestic relations court	\$2,041	1.000	0.000	0.000	Residential
Clerk of the circuit court	\$245,478	0.835	0.067	0.098	Clerk of Court Hybrid Method
Victim Witness Program	\$64,420	1.000	0.000	0.000	Residential
Regional court services	\$4,494	1.000	0.000	0.000	Joint Administrative Services Director
Blue Ridge legal services	\$1,500	1.000	0.000	0.000	Residential
Commonwealth's attorney	\$357,564	0.991	0.009	0.000	Commonwealth Attorney Court Case Statistics
<b>Subtotal Judicial</b>	<b>\$698,294</b>				
<b>Public Safety</b>					
Sheriff	\$2,266,384	0.866	0.116	0.018	Sheriff Incident Reports
Criminal justice training	\$21,157	0.866	0.116	0.018	Sheriff Incident Reports
Drug task force	\$10,608	1.000	0.000	0.000	Residential
Emergency medical services	\$783,586	0.768	0.217	0.014	EMS Incident Reports

Table C.2 Expenditure Allocation Factors and Allocation Method (continued)

	FY17 Actual	Residential	Commercial/ Industrial	Agriculture/ Open Space	Allocation Method
Fire and rescue departments	\$296,241	0.842	0.123	0.035	Fire Incident Reports
Lord Fairfax Emergency Medical Services	\$5,422	0.768	0.217	0.014	EMS Incident Reports
Forestry services	\$2,712	0.160	0.008	0.832	Distribution of Acreage by Land Use
Regional jail	\$489,071	1.000	0.000	0.000	Residential
Juvenile detention home	\$22,098	1.000	0.000	0.000	Residential
Probation office	\$47	1.000	0.000	0.000	Residential
Building inspections	\$183,254	0.830	0.152	0.018	Building Permit and Inspection Reports
Animal control	\$114,212	1.000	0.000	0.000	Residential
Medical examiner	\$160	1.000	0.000	0.000	Residential
<b>Subtotal Public Safety</b>	<b>\$4,194,952</b>				
<b>Public Works</b>					
Refuse collection and disposal	\$142,851	1.000	0.000	0.000	Frederick County Landfill
Sanitation	\$238,398	0.916	0.073	0.011	Units using Public Sewer in Boyce and Millwood
Litter control program	\$3,835	1.000	0.000	0.000	Residential
General properties	\$784,033	0.798	0.073	0.129	Fallback Real Property
<b>Total public works</b>	<b>\$1,169,117</b>				
<b>Health and Welfare</b>	<b>\$656,708</b>	<b>1.000</b>	<b>0.000</b>	<b>0.000</b>	<b>Residential</b>
<b>Education</b>					
Lord Fairfax Community College	\$16,441	1.000	0.000	0.000	County Administrator
<b>Subtotal Education</b>	<b>\$16,441</b>				
<b>Parks, recreation, and cultural</b>					
Parks and recreation	\$749,813	1.000	0.000	0.000	Residential
Cultural enrichment	\$17,000	1.000	0.000	0.000	Residential
Contribution to Handley library	\$206,513	1.000	0.000	0.000	Residential
<b>Subtotal parks, recreation, and cultural</b>	<b>\$973,326</b>				

Table C.2 Expenditure Allocation Factors and Allocation Method (continued)

	FY17 Actual	Residential	Commercial/ Industrial	Agriculture/ Open Space	Allocation Method
<b>Community Development</b>					
Planning administration	\$403,207	0.798	0.073	0.129	Fallback Real Property
Office of Economic Development	\$49,599	0.000	1.000	0.000	Commercial/Industrial
Berryville Development Authority	\$475	0.000	1.000	0.000	Commercial/Industrial
Small business development center	\$1,500	0.000	1.000	0.000	Commercial/Industrial
Blandy Experimental Farm	\$3,000	1.000	0.000	0.000	Residential
Planning commission	\$11,735	0.824	0.176	0.000	Zoning fee reports
Board of septic appeals	\$749	1.000	0.000	0.000	Residential
Historic preservation	\$11,448	0.900	0.050	0.050	Natural Resource Planner
Northern Shenandoah Valley Regional Commission	\$7,383	0.798	0.073	0.129	Fallback Real Property
Regional airport	\$2,500	0.798	0.073	0.129	Fallback Real Property
Friends of the Shenandoah	\$3,000	0.000	0.000	1.000	Agriculture/Open Space
Water quality monitoring	\$30,000	0.798	0.073	0.129	Fallback Real Property
Lord Fairfax Soil and Water Conservation	\$5,000	0.000	0.000	1.000	Agriculture/Open Space
Biosolids Application	\$618	0.000	0.000	1.000	Agriculture/Open Space
Cooperative extension service	\$45,086	0.500	0.000	0.500	Cooperative Extension Staff Assignments
Northern Virginia 4-H Center	\$2,300	1.000	0.000	0.000	Residential
<b>Community Development Subtotal</b>	<b>\$577,600</b>				
<b>Nondepartmental</b>					
Miscellaneous	\$4,230	0.798	0.073	0.129	Fallback Real Property
Unemployment compensation	\$914	0.798	0.073	0.129	Fallback Real Property
<b>Subtotal Nondepartmental</b>	<b>\$5,144</b>				
<b>Total General Fund</b>	<b>\$25,886,287</b>				
<b>Special Revenue Funds</b>					
Virginia Public Assistance Fund	\$1,478,944	1.000	0.000	0.000	Residential
Comprehensive Services Act Fund:	\$756,714	1.000	0.000	0.000	Residential
Total Drug Enforcement Fund	\$65,875	1.000	0.000	0.000	Residential
Total Shenandoah Farms Sanitary District	\$4,760	1.000	0.000	0.000	County Administrator
Total Conservation Easement Fund	\$695,891	0.000	0.000	1.000	Agriculture/Open Space
<b>Subtotal Special Revenue Funds</b>	<b>\$3,002,184</b>				



Table C.2 Expenditure Allocation Factors and Allocation Method (continued)

	FY17 Actual	Residential	Commercial/ Industrial	Agriculture/ Open Space	Allocation Method
<b>Debt Service</b>					
Total School Debt Service Fund	\$3,815,111	1.000	0.000	0.000	Residential
Total Primary Government Debt Service	\$251,700	0.798	0.073	0.129	Fallback Real Property
<b>Subtotal Debt Service</b>	<b>\$4,066,811</b>				
<b>Capital Projects</b>					
Communications equipment	\$75,525	0.846	0.136	0.018	Sheriff, Fire, and EMS Incident Reports
Vehicles	\$26,938	0.798	0.073	0.129	Fallback Real Property
Baseball field lighting	\$10,663	1.000	0.000	0.000	Residential
Technology and equipment improvements	\$6,513	0.798	0.073	0.129	Fallback Real Property
Sheriff vehicles	\$80,078	0.866	0.116	0.018	Sheriff Incident Reports
Spout run improvements	\$177,523	0.000	0.000	1.000	Agriculture/Open Space
Greenway court preservation	\$57,033	1.000	0.000	0.000	Residential
Tourism signs	\$19,911	0.000	1.000	0.000	Commercial/Industrial
HVAC	\$23,984	0.798	0.073	0.129	Fallback Real Property
Systems integration	\$86,772	0.798	0.073	0.129	Fallback Real Property
Sheriff equipment	\$48,207	0.866	0.116	0.018	Sheriff Incident Reports
Parks - Shelter	\$49,150	1.000	0.000	0.000	Residential
Swimming pool	\$84,022	1.000	0.000	0.000	Residential
Painting and flooring	\$20,807	0.798	0.073	0.129	Fallback Real Property
Paving	\$5,927	0.798	0.073	0.129	Fallback Real Property
Buildings	\$6,600	0.798	0.073	0.129	Fallback Real Property
Egg plant grant	\$200,000	0.000	1.000	0.000	Commercial/Industrial
Citizens convenience center	\$66,082	1.000	0.000	0.000	Residential
<b>Subtotal Capital Projects</b>	<b>\$1,045,735</b>				
<b>Total Primary Government</b>	<b>\$18,309,914</b>				
<b>School Board</b>					
Instruction	\$16,874,326	1.000	0.000	0.000	Residential
Administration, attendance and health	\$1,426,458	1.000	0.000	0.000	Residential
Pupil transportation services	\$1,007,468	1.000	0.000	0.000	Residential
Operation and maintenance services	\$2,158,622	1.000	0.000	0.000	Residential
Administration of school food program	\$816,246	1.000	0.000	0.000	Residential
Total School Capital Projects Fund	\$4,287,125	1.000	0.000	0.000	Residential
<b>Subtotal School Board</b>	<b>\$26,570,245</b>				
<b>Total Expenditures</b>	<b>\$44,880,159</b>				

**Table C.3 Revenue Allocations by Land Use Category**

	Residential	Commercial/ Industrial	Agriculture/ Open Space
<b>LOCAL SOURCES</b>			
<b>General property taxes:</b>			
Real property taxes	\$11,569,627	\$1,062,259	\$1,863,650
Real and personal public service corporation taxes	\$0	\$487,565	\$0
Personal property taxes	\$3,351,540	\$1,053,547	\$47,972
Mobile home taxes	\$1,075	\$0	\$0
Machinery and tools taxes	\$0	\$176,461	\$0
Penalties	\$134,924	\$25,135	\$17,284
Interest	\$91,600	\$17,064	\$11,735
<b>Total General Property Taxes</b>	<b>\$15,148,766</b>	<b>\$2,822,031</b>	<b>\$1,940,641</b>
<b>Other Local Taxes</b>			
Local sales and use taxes	\$0	\$898,361	\$0
Consumers' utility taxes	\$0	\$346,094	\$0
Consumption taxes	\$25,886	\$2,377	\$4,170
Motor vehicle licenses	\$279,047	\$46,392	\$0
Taxes on recordation and wills	\$252,125	\$23,149	\$40,613
Transient occupancy taxes	\$0	\$28,005	\$0
Business license taxes	\$0	\$22,890	\$0
<b>Total Other Local Taxes</b>	<b>\$557,058</b>	<b>\$1,367,267</b>	<b>\$44,782</b>
<b>Permits, Privilege Fees, and Regulatory Licenses</b>			
Animal licenses	\$6,736	\$0	\$0
Land use application fees	\$0	\$0	\$33,150
Animal shelter fees	\$8,068	\$0	\$0
Building and related permits	\$200,999	\$36,741	\$4,420
Zoning and subdivision	\$73,267	\$15,658	\$0
Transfer fees	\$420	\$73	\$52
Signs permits and inspection fees	\$3,493	\$0	\$0
Weapons permits	\$5,605	\$0	\$0
Other permits and fees	\$5,210	\$0	\$0
<b>Total Permits, Privilege Fees, and Regulatory Licenses</b>	<b>\$303,799</b>	<b>\$52,472</b>	<b>\$37,622</b>
<b>Fines and Forfeitures</b>			
Court fines and forfeitures	\$349,242	\$3,037	\$0
<b>Total Fines and Forfeitures</b>	<b>\$349,242</b>	<b>\$3,037</b>	<b>\$0</b>

Table C.3 Revenue Allocations by Land Use Category (continued)

	Residential	Commercial/ Industrial	Agriculture/ Open Space
<b>Revenue from Use of Money and Property</b>			
Revenue from use of money	\$50,223	\$4,611	\$8,090
Revenue from use of property	\$61,000	\$0	\$0
<b>Total Revenue from Use of Money and Property</b>	<b>\$111,223</b>	<b>\$4,611</b>	<b>\$8,090</b>
<b>Charges for Services</b>			
Charges for emergency medical services	\$42,798	\$0	\$0
Charges for ambulance and rescue	\$409,373	\$0	\$0
Charges for courthouse security	\$50,372	\$2,410	\$107
Charges for jail processing	\$1,287	\$0	\$0
Court appointed attorney	\$93	\$0	\$0
Charges for other localities	\$37,737	\$13,480	\$782
Charges for Commonwealth's Attorney	\$1,727	\$15	\$0
Charges for parks and recreation	\$398,319	\$0	\$0
Charges for engineer's fees/biosolids applications	\$0	\$0	\$1,085
E-tickets	\$23,064	\$3,095	\$480
Other charges for services	\$13,313	\$1,787	\$277
<b>Total Charges for Services</b>	<b>\$978,084</b>	<b>\$20,787</b>	<b>\$2,732</b>
<b>Miscellaneous</b>	<b>\$19,032</b>	<b>\$46,747</b>	<b>\$3,066</b>
<b>Recovered Costs</b>			
Rebates and refunds	\$4,957	\$0	\$0
Insurance recovery	\$4,775	\$438	\$769
Gifts and donations in lieu of taxes	\$0	\$45,400	\$0
Sale of salvage	\$2,781	\$0	\$0
Loan repayment	\$0	\$3,495	\$0
Recycling and other rebates and refunds	\$21,311	\$0	\$0
<b>Total Recovered Costs</b>	<b>\$33,824</b>	<b>\$49,333</b>	<b>\$769</b>
<b>Total revenue from local sources</b>	<b>\$17,501,028</b>	<b>\$4,366,286</b>	<b>\$2,037,702</b>

Table C.3 Revenue Allocations by Land Use Category (continued)

	Residential	Commercial/ Industrial	Agriculture/ Open Space
<b>STATE GOVERNMENT</b>			
<b>Noncategorical Aid</b>			
Motor vehicle carriers' tax	\$0	\$22,640	\$0
Mobile home titling tax	\$1,207	\$0	\$0
Taxes on deeds	\$58,801	\$5,399	\$9,472
Quarterly rental tax	\$0	\$2,404	\$0
Communications tax	\$323,492	\$29,701	\$52,109
Personal property tax relief funds	\$2,483,842	\$0	\$0
<b>Total Noncategorical Aid</b>	<b>\$2,867,342</b>	<b>\$60,144</b>	<b>\$61,580</b>
<b>Shared Expenses (Categorical)</b>			
Commonwealth's attorney	\$188,326	\$1,638	\$0
Sheriff	\$651,124	\$87,379	\$13,551
Commissioner of revenue	\$58,377	\$10,875	\$7,478
Treasurer	\$68,221	\$17,020	\$7,943
Registrar/electoral board	\$37,029	\$0	\$0
Clerk of the Circuit Court	\$122,539	\$11,020	\$30,937
<b>Total Shared Expenses (Categorical)</b>	<b>\$1,125,616</b>	<b>\$127,933</b>	<b>\$59,910</b>
<b>Other Categorical Aid</b>			
Fire programs fund	\$38,091	\$5,551	\$1,594
Litter control grant	\$4,055	\$0	\$0
Virginia Commission for the Arts	\$0	\$5,000	\$0
Other categorical aid	\$16,026	\$650	\$101
<b>Total Other Categorical Aid</b>	<b>\$58,171</b>	<b>\$11,201</b>	<b>\$1,695</b>
<b>Total State Revenue</b>	<b>\$4,051,129</b>	<b>\$199,278</b>	<b>\$123,185</b>

Table C.3 Revenue Allocations by Land Use Category (continued)

	Residential	Commercial/ Industrial	Agriculture/ Open Space
<b>FEDERAL GOVERNMENT</b>			
<b>Payments in Lieu of Taxes</b>	\$0	\$6,135	\$0
<b>Categorical Aid</b>			
Crime victim assistance	\$53,042	\$0	\$0
SCAAP grant	\$605	\$0	\$0
DMV 402 grant	\$11,453	\$1,537	\$238
SAFER grant	\$6,068	\$1,504	\$150
DHR grant	\$7,582	\$696	\$1,221
Local law enforcement block grant	\$10,561	\$0	\$0
Violence against women formula grants	\$27,629	\$0	\$0
<b>Total categorical aid</b>	\$116,940	\$3,737	\$1,609
<b>Total revenue from the federal government</b>	\$116,940	\$9,872	\$1,609
<b>Total General Fund</b>	\$21,669,097	\$4,575,435	\$2,162,496
<b>Special Revenue Funds</b>			
<b>Virginia Public Assistance Fund</b>			
Payments from other jurisdictions	\$44,128	\$0	\$0
Expenditure refunds	\$5,876	\$0	\$0
Revenue from the Commonwealth	\$277,301	\$0	\$0
Revenue from the federal government:	\$712,855	\$0	\$0
<b>Total Virginia Public Assistance Fund</b>	\$1,040,160	\$0	\$0
<b>Comprehensive Services Act Fund</b>			
Revenue from the Commonwealth	\$285,079	\$0	\$0
Revenue from the federal government	\$14,036	\$0	\$0
<b>Total Comprehensive Services Fund</b>	\$299,115	\$0	\$0
<b>Drug Enforcement Fund</b>			
Revenue from the use of money	\$373	\$105	\$0
Gifts and donations	\$35,066	\$11,689	\$0
Total revenue from the Commonwealth (Asset forfeiture)	\$6,652	\$0	\$0
<b>Total Drug Enforcement Fund</b>	\$42,091	\$11,793	\$0

Table C.3 Revenue Allocations by Land Use Category (continued)

	Residential	Commercial/ Industrial	Agriculture/ Open Space
<b>Animal Care Fund</b>			
Revenue from the use of money	\$3	\$0	\$0
Gifts and donations	\$225	\$0	\$0
<b>Total Animal Care Fund</b>	<b>\$228</b>	<b>\$0</b>	<b>\$0</b>
<b>Conservation Easement Fund</b>			
Real property taxes	\$55,932	\$5,135	\$9,010
Revenue from use of money	\$71	\$4	\$384
Miscellaneous	\$45,277	\$0	\$0
Revenue from the Commonwealth (Conservation easement grants)	\$0	\$0	\$305,963
Revenue from the federal government (Conservation easement grants)	\$0	\$0	\$233,625
<b>Total Conservation Easement Fund</b>	<b>\$101,280</b>	<b>\$5,139</b>	<b>\$548,982</b>
<b>School Debt Service Fund</b>			
Expenditure refunds	\$58,075	\$0	\$0
Revenue from the federal government (BAB interest subsidy)	\$123,526	\$0	\$0
<b>Total School Debt Service Fund</b>	<b>\$181,601</b>	<b>\$0</b>	<b>\$0</b>
<b>Capital Projects Fund:</b>			
<b>General Government Capital Projects Fund</b>			
Gifts and donations	\$28,281	\$9,937	\$0
Revenue from the Commonwealth	\$0	\$200,000	\$0
Revenue from the federal government	\$46,567	\$0	\$178,371
<b>Total General Government Capital Projects Fund</b>	<b>\$74,848</b>	<b>\$209,937</b>	<b>\$178,371</b>
<b>Parks Construction Fund</b>			
Revenue from the use of money	\$225	\$0	\$0
Gifts and donations	\$577	\$0	\$0
<b>Total Parks Construction Fund</b>	<b>\$802</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Primary Government</b>	<b>\$23,409,222</b>	<b>\$4,802,304</b>	<b>\$2,889,849</b>

Table C.3 Revenue Allocations by Land Use Category (continued)

	Residential	Commercial/ Industrial	Agriculture/ Open Space
<b>SCHOOL BOARD FUNDS</b>			
<b>School Operating Fund</b>			
Revenue from the use of property	\$0	\$60,915	\$0
Tuition	\$211,136	\$0	\$0
Town of Berryville Crossing	\$2,500	\$0	\$0
Facility use fees	\$3,162	\$0	\$0
Other miscellaneous	\$64,320	\$0	\$0
Private gifts and donations	\$12,590	\$0	\$0
Rebates and refunds	\$11,705	\$0	\$0
Insurance recoveries	\$1,590	\$0	\$0
Sale of equipment	\$14,223	\$0	\$0
Total revenue from the Commonwealth	\$8,699,714	\$0	\$0
Total revenue from the federal government	\$773,249	\$0	\$0
<b>Total School Operating Fund</b>	<b>\$9,794,189</b>	<b>\$60,915</b>	<b>\$0</b>
<b>School Food Service Fund:</b>			
Revenue from the use of money	\$143	\$0	\$0
Cafeteria sales	\$437,997	\$0	\$0
Expenditure refunds and rebates	\$25,021	\$0	\$0
Revenue from the Commonwealth (School food program grant)	\$9,801	\$0	\$0
Revenue from the federal government (School food program grant)	\$296,987	\$0	\$0
<b>Total School Food Service Fund</b>	<b>\$769,949</b>	<b>\$0</b>	<b>\$0</b>
<b>Capital Projects Funds</b>			
Donations	\$25,589	\$0	\$0
Other miscellaneous	\$829	\$0	\$0
Revenue from the Commonwealth (Technology grant)	\$201,787	\$0	\$0
<b>Total School Capital Projects Fund</b>	<b>\$228,205</b>	<b>\$0</b>	<b>\$0</b>
<b>School Board</b>	<b>\$10,792,343</b>	<b>\$60,915</b>	<b>\$0</b>
<b>Total Revenue</b>	<b>\$34,201,565</b>	<b>\$4,863,219</b>	<b>\$2,889,849</b>
Percentage Land Use	81.52%	11.59%	6.89%

**Table C.4 Expenditure Allocations by Land Use Category**

	Residential	Commercial/ Industrial	Agriculture/ Open Space
<b>General Fund:</b>			
<b>General Government</b>			
Board of supervisors	\$44,737	\$4,108	\$7,206
County administrator	\$246,568	\$22,639	\$39,717
Independent auditor	\$26,790	\$2,460	\$4,315
Legal services	\$35,805	\$3,287	\$5,768
Commissioner of revenue	\$154,769	\$28,832	\$19,827
Assessor	\$2,794	\$256	\$450
Equalization board	\$3,800	\$0	\$0
Data processing	\$242,442	\$22,260	\$39,053
Finance and purchasing	\$441,899	\$40,573	\$71,182
Treasurer	\$202,263	\$51,283	\$23,524
Board of elections	\$114,995	\$0	\$0
<b>Subtotal General Government</b>	<b>\$1,516,863</b>	<b>\$175,697</b>	<b>\$211,042</b>
<b>Judicial</b>			
Circuit court	\$15,817	\$2,195	\$219
General district court	\$4,411	\$138	\$0
Magistrate	\$17	\$0	\$0
Juvenile and domestic relations court	\$2,041	\$0	\$0
Clerk of the circuit court	\$205,065	\$16,447	\$23,966
Victim Witness Program	\$64,420	\$0	\$0
Regional court services	\$4,494	\$0	\$0
Blue Ridge legal services	\$1,500	\$0	\$0
Commonwealth's attorney	\$354,481	\$3,083	\$0
<b>Subtotal Judicial</b>	<b>\$652,245</b>	<b>\$21,863</b>	<b>\$24,185</b>
<b>Public Safety</b>			
Sheriff	\$1,962,221	\$263,325	\$40,838
Criminal justice training	\$18,318	\$2,458	\$381
Drug task force	\$10,608	\$0	\$0
Emergency medical services	\$602,049	\$170,228	\$11,309
Fire and rescue departments	\$249,447	\$36,355	\$10,439
Lord Fairfax Emergency Medical Services	\$4,166	\$1,178	\$78
Forestry services	\$434	\$23	\$2,256
Regional jail	\$489,071	\$0	\$0
Juvenile detention home	\$22,098	\$0	\$0
Probation office	\$47	\$0	\$0



Table C.4 Expenditure Allocations by Land Use Category (continued)

	Residential	Commercial/ Industrial	Agriculture/ Open Space
Building inspections	\$152,106	\$27,804	\$3,345
Animal control	\$114,212	\$0	\$0
Medical examiner	\$160	\$0	\$0
<b>Subtotal Public Safety</b>	<b>\$3,624,936</b>	<b>\$501,372</b>	<b>\$68,645</b>
<b>Public Works</b>			
Refuse collection and disposal	\$142,851	\$0	\$0
Sanitation	\$218,380	\$17,288	\$2,730
Litter control program	\$3,835	\$0	\$0
General properties	\$625,777	\$57,455	\$100,801
<b>Total public works</b>	<b>\$990,843</b>	<b>\$74,744</b>	<b>\$103,531</b>
<b>Health and Welfare</b>	<b>\$656,708</b>	<b>\$0</b>	<b>\$0</b>
<b>Education</b>			
Lord Fairfax Community College	\$16,441	\$0	\$0
<b>Subtotal Education</b>	<b>\$16,441</b>	<b>\$0</b>	<b>\$0</b>
<b>Parks, recreation, and cultural</b>			
Parks and recreation	\$749,813	\$0	\$0
Cultural enrichment	\$17,000	\$0	\$0
Contribution to Handley library	\$206,513	\$0	\$0
<b>Subtotal parks, recreation, and cultural</b>	<b>\$973,326</b>	<b>\$0</b>	<b>\$0</b>
<b>Community Development</b>			
Planning administration	\$321,820	\$29,548	\$51,839
Office of Economic Development	\$0	\$49,599	\$0
Berryville Development Authority	\$0	\$475	\$0
Small business development center	\$0	\$1,500	\$0
Blandy Experimental Farm	\$3,000	\$0	\$0
Planning commission	\$9,669	\$2,066	\$0
Board of septic appeals	\$749	\$0	\$0
Historic preservation	\$10,303	\$572	\$572
Northern Shenandoah Valley Regional Commission	\$5,893	\$541	\$949
Regional airport	\$1,995	\$183	\$321
Friends of the Shenandoah	\$0	\$0	\$3,000
Water quality monitoring	\$23,945	\$2,198	\$3,857
Lord Fairfax Soil and Water Conservation	\$0	\$0	\$5,000

Table C.4 Expenditure Allocations by Land Use Category (continued)

	Residential	Commercial/ Industrial	Agriculture/ Open Space
Biosolids Application	\$0	\$0	\$618
Cooperative extension service	\$22,543	\$0	\$22,543
Northern Virginia 4-H Center	\$1,150	\$0	\$1,150
<b>Community Development Subtotal</b>	<b>\$401,067</b>	<b>\$86,683</b>	<b>\$89,850</b>
<b>Nondepartmental</b>			
Miscellaneous	\$3,376	\$310	\$544
Unemployment compensation	\$730	\$67	\$118
<b>Subtotal Nondepartmental</b>	<b>\$4,106</b>	<b>\$377</b>	<b>\$661</b>
<b>Total General Fund</b>	<b>\$8,836,534</b>	<b>\$860,736</b>	<b>\$497,915</b>
<b>Special Revenue Funds</b>			
Virginia Public Assistance Fund	\$1,478,944	\$0	\$0
Comprehensive Services Act Fund:	\$756,714	\$0	\$0
Total Drug Enforcement Fund	\$65,875	\$0	\$0
Total Shenandoah Farms Sanitary District	\$4,760	\$0	\$0
Total Conservation Easement Fund	\$0	\$0	\$695,891
<b>Subtotal Special Revenue Funds</b>	<b>\$2,306,293</b>	<b>\$0</b>	<b>\$695,891</b>
<b>Debt Service</b>			
Total School Debt Service Fund	\$3,815,111	\$0	\$0
Total Primary Government Debt Service	\$200,895	\$18,445	\$32,360
<b>Subtotal Debt Service</b>	<b>\$4,016,006</b>	<b>\$18,445</b>	<b>\$32,360</b>
<b>Capital Projects</b>			
Communications equipment	\$63,857	\$10,281	\$1,387
Vehicles	\$21,501	\$1,974	\$3,463
Baseball field lighting	\$10,663	\$0	\$0
Technology and equipment improvements	\$5,198	\$477	\$837
Sheriff vehicles	\$69,331	\$9,304	\$1,443
Spout run improvements	\$0	\$0	\$177,523
Greenway court preservation	\$57,033	\$0	\$0
Tourism signs	\$0	\$19,911	\$0
HVAC	\$19,143	\$1,758	\$3,084
Systems integration	\$69,257	\$6,359	\$11,156
Sheriff equipment	\$41,737	\$5,601	\$869

Table C.4 Expenditure Allocations by Land Use Category (continued)

	Residential	Commercial/ Industrial	Agriculture/ Open Space
Parks - Shelter	\$49,150	\$0	\$0
Swimming pool	\$84,022	\$0	\$0
Painting and flooring	\$16,607	\$1,525	\$2,675
Paving	\$4,731	\$434	\$762
Buildings	\$5,268	\$484	\$849
Egg plant grant	\$0	\$200,000	\$0
Citizens convenience center	\$66,082	\$0	\$0
<b>Subtotal Capital Projects</b>	<b>\$583,580</b>	<b>\$258,108</b>	<b>\$204,048</b>
<b>Total Primary Government</b>	<b>\$15,742,412</b>	<b>\$1,137,289</b>	<b>\$1,430,214</b>
<b>School Board</b>			
Instruction	\$16,874,326	\$0	\$0
Administration, attendance and health	\$1,426,458	\$0	\$0
Pupil transportation services	\$1,007,468	\$0	\$0
Operation and maintenance services	\$2,158,622	\$0	\$0
Administration of school food program	\$816,246	\$0	\$0
Total School Capital Projects Fund	\$4,287,125	\$0	\$0
<b>Subtotal School Board</b>	<b>\$26,570,245</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Expenditures</b>	<b>\$42,312,657</b>	<b>\$1,137,289</b>	<b>\$1,430,214</b>
Percentage Land Use	94.28%	2.53%	3.19%

## APPENDIX D. CONSERVATION EASEMENT IMPACT ON STATE TRANSFERS

Clarke County's Conservation Easement Program potentially affects county revenue collections through several different channels. Since conservation easements decrease property value appraisals, they can in theory decrease county real property tax collections. However, the vast majority of such properties would already likely participate in the county use value taxation program, which effectively limits the assessment of agriculture/open space properties to land value without development rights. Thus, the local revenue impact is likely negligible. Another revenue impact would occur through state formula-driven fiscal transfers. The county received \$4.4 million from the Commonwealth in FY 2017 for general fund activities, including payments to support Constitutional officers, categorical aid and non-categorical aid. More importantly, the county received \$8.7 million in revenue from the Commonwealth for the School Operating Fund, largely funding awarded through the state's Standards of Quality (SOQ) funding process. The latter program awards funds on the basis of local fiscal capacity; hence, localities demonstrating greater fiscal capacity, holding all else the same, receive smaller transfers. Fiscal capacity is measured by a Composite Index of Local Ability to Pay Formula measured by per capita weighting of property tax assessments, sales tax revenues, and resident adjusted gross income.<sup>11</sup>

**Table D.1** summarizes the impact of the county's Conservation Easement Program on property assessments. The county has 29,333 acres under permanent conservation easement with 434 acres aided with the assistance of county's Conservation Easement Authority funding in FY 2017 alone. The value of property rights removed per acre is estimated at \$2,800 to \$3,132. The lower-end estimate is based on a regression analysis of county tract land assessments with and without easements, controlling for total acreage and total easement acreage. The latter figure is based on easement appraisals submitted by property owners for development rights purchased over the period FY 2004 through FY 2017. Thus, county property assessment is likely \$82.1 million to \$91.9 million lower than would be the case otherwise. Adding this value back to the county property assessment rosters would raise county fiscal capacity as measured by total property tax assessments and would be reflected in a higher composite index of local ability-to-pay, which is inversely related to the state contribution towards eligible K-12 local school expenditures.

For Virginia counties, current benchmark composite values vary from a low of 0.1779 for Lee County in the Southwest coalfields to a maximum capped value of 0.8 for several Virginia localities, including four relatively wealthy localities in Northern Virginia. Clarke County's current value is 0.5506, ranking it 20th highest among Virginia localities. This value translates into a roughly 45 percent state contribution ( $(1 - .5506) \times 100$  percent) factor for eligible expenditures that are weighted by the composite index factor (e.g., basic instructional programs, vocational education, gifted education, special education, remedial services, textbooks, employer benefits, ESOL, and selected lottery financed programs), which is estimated to be approximately \$13.5 million in FY 2019.<sup>12</sup> If Clarke County conservation easements had not been created, the County would have an estimated \$82.1 million to \$91.9 million in additional property assessment, which would translate into higher composite indices of local ability-to-pay varying from a low of .5603 to a high of .5615. Thus, state contributions would decrease by approximately 1 percent translating into lost funding of approximately \$131,000 to \$147,000.

11 The Composite Index of Local-Ability-to-Pay formula is described in greater detail with supporting data at the Virginia Department of Education Budget and Grants Management website ([http://www.doe.virginia.gov/school\\_finance/budget/compositeindex\\_local\\_abilitypay/](http://www.doe.virginia.gov/school_finance/budget/compositeindex_local_abilitypay/)).

12 Eligible expenditure estimates scaled by the composite factor are described at the Virginia Department of Education using the Direct Aid Calculation Templates Budget Calculation Tools for the 2018-2020 Biennium. [http://www.doe.virginia.gov/school\\_finance/budget/calc\\_tools/index.shtml](http://www.doe.virginia.gov/school_finance/budget/calc_tools/index.shtml)

**Table D.1 Estimated Conservation Easement Impact on Clarke County State SOQ Funding**

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Acres under conservation easement	29,333
Acres added through county efforts in FY2017	434
Appraisal value (per acre) estimated	\$2,800
Appraisal value (per acre) recent history (FY 2004-FY2017)	\$3,132
Estimated value conservation easements (low)	\$82,122,133
Estimated value conservation easements (high)	\$91,870,956
Baseline SOQ value (FY18-FY20)	0.5506
Change to SOQ without conservation easements (low)	0.5603
Change to SOQ without conservation easements (high)	0.5615
Projected funding loss conservation without easements (FY19)--low	\$131,360
Projected funding loss without conservation easements (FY19)--high	\$146,953

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# Clarke County Board of Supervisors

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## Adjournment

# Clarke County Board of Supervisors

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## Reports:

1. Building Department
2. Commissioner of the Revenue
3. Fire & EMS
4. Handley Regional Library
5. Virginia Transit
6. 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	1					1	2	
June				3	1		4	
July	1					2	3	
August	1			2	1		4	
September	1	1	1				3	
October								
November								
December								
TOTAL	7	2	4	9	4	4	30	



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Clarke County  
INSPECTION REPORT

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Building Inspections

INSPECTIONS PERFORMED: 09/01/18 to 09/30/18

INSPECTION	DATE	BY	RSLT	PROJECT	CITY	AREA	LOCATION	OWNER	INSP ID	T
Final Closing Electr	09/04/18	BT	P	Rmdl Res	BVL	BVL	754 MCGUIRE CIR	HUFF, MIKE	2052	A
Final Closing Plumbi	09/04/18	BT	P	Rmdl Res	BVL	BVL	754 MCGUIRE CIR	HUFF, MIKE	2054	A
Final Closing Mechan	09/04/18	BT	P	Rmdl Res	BVL	BVL	754 MCGUIRE CIR	HUFF, MIKE	2057	A
Final Closing Buildi	09/04/18	BT	P	Rmdl Res	BVL	BVL	754 MCGUIRE CIR	HUFF, MIKE	2060	A
Gas Line	09/04/18	BT	P	Gas Per-R	BVL	BVL	115 NORTH BUCKMARSH ST	MCDERMOTT, JENNIFER	7515	A
Gas Tank	09/04/18	BT	P	Gas Per-R	BVL	BVL	115 NORTH BUCKMARSH ST	MCDERMOTT, JENNIFER	7542	A
Footings	09/04/18	BT	P	Add Res	BVL	CHPL	235 LEWIS FARM LN	LESMAN ROBERT G & ANN S	7547	A
Insulation	09/04/18	BT	P	NRSF	BYC	GNWY	82 THORNTON RD	ARTHUR, SEAN	7546	A
Electric Service	09/05/18	BT	P	ELEC RES	BVL	BLTN	581 GLEBE LN	COMMUNITY OF CISTERCIAN	7493	A
Final Closing Electr	09/05/18	BT	P	ELEC RES	BVL	BLTN	581 GLEBE LN	COMMUNITY OF CISTERCIAN	7494	A
Slab	09/05/18	BT	F	Nw Commrcl	BVL	BVL	16 ROSEMONT MANOR LN	GENDA LAND HOLDINGS LLC	7561	A
Electrical Rough In	09/05/18	BT	P	ELEC RES	BVL	BLTN	581 GLEBE LN	COMMUNITY OF CISTERCIAN	7492	A
Final Closing Buildi	09/05/18	BT	P	Rmdl Res	BVL	BVL	21 LINCOLN AVE	MCLAIN ASHLEY W	7163	A
Slab	09/05/18	BT	P	Elec Per-C	BVL	BLTN	90 QUARRY RD	PERRY STUART M INC	7549	A
Water Line	09/05/18	BT	P	Elec Per-C	BVL	BLTN	90 QUARRY RD	PERRY STUART M INC	7550	A
Gas Tank	09/06/18	BT	P	NRSF	BLMT	BLTN	165 RATCLIFFE LN	MCGRANAHAN, BRIAN	7563	A
Gas Line	09/06/18	BT	P	NRSF	BLMT	BLTN	165 RATCLIFFE LN	MCGRANAHAN, BRIAN	7583	A
Final Closing Gas	09/06/18	BT	P	NRSF	BLMT	BLTN	165 RATCLIFFE LN	MCGRANAHAN, BRIAN	7588	A
Electrical Rough In	09/06/18	BT	F	Rmdl Res	WHPT	GNWY	1086 GUN BARREL RD	SUMMERS TIMOTHY W & DON	7565	A
Gas Tank	09/06/18	BT	P	NRSF	CLK	BLTN	1494 EBENEZER RD	SORENSEN ERIC R & SUSAN	7586	A
Gas Line	09/06/18	BT	P	NRSF	CLK	BLTN	1494 EBENEZER RD	SORENSEN ERIC R & SUSAN	7587	A
Conduit	09/06/18	BT	P	Nw Commrcl	BVL	BVL	16 ROSEMONT MANOR LN	GENDA LAND HOLDINGS LLC	7584	A
Ditch Electric	09/06/18	BT	P	Nw Commrcl	BVL	BVL	16 ROSEMONT MANOR LN	GENDA LAND HOLDINGS LLC	7585	A
Footings	09/06/18	BT	P	NRSF	BVL		222 KEYSTONE LN	LANDIS, KIMBERLY S	6640	A
Plumbing Groundworks	09/06/18	BT	P	Nw Commrcl	BVL	BVL	16 ROSEMONT MANOR LN	GENDA LAND HOLDINGS LLC	7556	A
Ditch Electric	09/06/18	BT	P	Accessory	BYC	CHPL	2015 OLD CHAPEL RD	SHAFER SHANNON C & SARA	7560	A
Insulation	09/07/18	BT	P	Rmdl Res	BVL	CHPL	2319 LOCKES MILL RD	HARTSOOK WALLACE W JR &	7388	A
Slab	09/07/18	BT	P	Nw Commrcl	BVL	BVL	16 ROSEMONT MANOR LN	GENDA LAND HOLDINGS LLC	7566	A
Storage tank	09/07/18	BT	P	NRSF			124 GROUSE RIDGE LN	WRIGHT PAMELA M TRUSTEE	7595	A
Final Closing Plumbi	09/10/18	BT	P	ELEC RES	BVL	LNGM	2356 OLD CHARLES TOWN RD	SEFTON STACY L & CHRIST	7819	A
Final Closing Electr	09/10/18	BT	P	ELEC RES	BVL	LNGM	2356 OLD CHARLES TOWN RD	SEFTON STACY L & CHRIST	7020	A
Electrical Rough In	09/10/18	BT	P	Rmdl Res	WHPT	GNWY	1086 GUN BARREL RD	SUMMERS TIMOTHY W & DON	7596	A
Framing	09/10/18	BT	P	Add Res	BVL	LNGM	166 TURTLE LN	POST PATRICIA A & DONAL	7597	A
Electrical Rough In	09/10/18	BT	P	Add Res	BVL	LNGM	166 TURTLE LN	POST PATRICIA A & DONAL	7598	A
Electrical Rough In	09/11/18	BT	P	Add Res	BVL		219 ACADEMY ST	BACON JESSE C & RIVES H	7629	A
Final Closing Gas	09/11/18	BT	P	NRSF	CLK	BLTN	1494 EBENEZER RD	SORENSEN ERIC R & SUSAN	7618	A
Final Closing Mechan	09/11/18	BT	P	MechPer-R	BVL	BVL	413 MONTGOMERY CT	DICKINSON THOMAS E & PA	7452	A
Final Closing Gas	09/11/18	BT	P	Gas Per-R	BVL	BVL	616 PENDER CT	TURNER EDWARD A & BEVER	7555	A
Air Test	09/12/18	BT	P	Gas Per-R	BVL	BVL	208 CRAIGS RUN CT	MARSDEN PATRICK D & MIC	7620	A
Slab	09/12/18	BT	P	Garage	CLK	BLTN	1440 BEECHWOOD LN	THIEL JOHN R & EVELYN J	7628	A
Electrical Rough In	09/12/18	BT	P	Gas Per-R	BVL		208 CRAIGS RUN CT	MARSDEN PATRICK D & MIC	7627	A
Final Closing Electr	09/12/18	BT	F	NRSF		BLTN	3101 CASTLEMAN RD	CALDWELL, JAMES	5268	A
Final Closing Plumbi	09/12/18	BT	F	NRSF		BLTN	3101 CASTLEMAN RD	CALDWELL, JAMES	5271	A
Final Closing Mechan	09/12/18	BT	F	NRSF		BLTN	3101 CASTLEMAN RD	CALDWELL, JAMES	5273	A
Final Closing Electr	09/12/18	BT	P	ELEC RES	BLMT	BLTN	240 ASHLEY WOODS LN	KEISTER, BRADLEY	7617	A
Final Closing Gas	09/12/18	BT	F	NRSF		BLTN	3101 CASTLEMAN RD	CALDWELL, JAMES	7594	A
Final Closing Buildi	09/12/18	BT	F	NRSF		BLTN	3101 CASTLEMAN RD	CALDWELL, JAMES	5274	A
FOUNDATION	09/12/18	BT	P	NRSF	BVL		222 KEYSTONE LN	LANDIS, KIMBERLY S	7621	A
Insulation	09/12/18	BT	P	Add Res	BVL	LNGM	166 TURTLE LN	POST PATRICIA A & DONAL	7626	A
Final Closing Electr	09/13/18	BT	PRT	NRSF	BLMT	BLTN	165 RATCLIFFE LN	MCGRANAHAN, BRIAN	4852	A
Plumbing Groundworks	09/13/18	BT	P	NRSF	BLMT	BLTN	165 RATCLIFFE LN	MCGRANAHAN, BRIAN	4853	A
Final Closing Plumbi	09/13/18	BT	PRT	NRSF	BLMT	BLTN	165 RATCLIFFE LN	MCGRANAHAN, BRIAN	4855	A

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INSPECTION	DATE	BY	RSLT	PROJECT	CITY	AREA	LOCATION	OWNER	INSP ID	T
Final Closing Mechan	09/13/18	BT	P	NRSF	BLMT	BLTN	165 RATCLIFFE LN	MCGRANAHAN, BRIAN	4857	A
Final Closing Buildi	09/13/18	BT	PRT	NRSF	BLMT	BLTN	165 RATCLIFFE LN	MCGRANAHAN, BRIAN	4858	A
Final Closing Electr	09/13/18	BT	P	NRSF		BLTN	3101 CASTLEMAN RD	CALDWELL, JAMES	7658	A
Final Closing Electr	09/13/18	BT	P	ELEC RES	PRS	CHPL	21826 BLUE RIDGE MTN RD	MESSER SARAH MARIE & NI	7142	A
Plumbing Groundworks	09/13/18	BT	P	NRSF	BVL	LNGM	127 OLD TAVERN LN	WARFIELD HOMES INC	7112	A
Final Closing Plumbi	09/13/18	BT	P	NRSF		BLTN	3101 CASTLEMAN RD	CALDWELL, JAMES	7659	A
Final Closing Mechan	09/13/18	BT	P	NRSF		BLTN	3101 CASTLEMAN RD	CALDWELL, JAMES	7660	A
Final Closing Plumbi	09/13/18	BT	P	NRSF		BLTN	3101 CASTLEMAN RD	CALDWELL, JAMES	7661	A
Final Closing Buildi	09/13/18	BT	P	NRSF		BLTN	3101 CASTLEMAN RD	CALDWELL, JAMES	7662	A
Meeting with Inspect	09/13/18	BT	P	Rmdl Res	BVL	CHPL	41 LANHAM LN	CORBET, PATRICIA	7680	A
Final Closing Electr	09/14/18	BT	F	ELEC RES	CLK	BLTN	682 BENCH LN	DONNALLY RYAN K & AMAND	2937	A
Final Closing Electr	09/14/18	BT	P	NRSF		GNWY	558 MANOR RD	LICKING VALLEY CONSTRUC	5629	A
Final Closing Plumbi	09/14/18	BT	P	NRSF		GNWY	558 MANOR RD	LICKING VALLEY CONSTRUC	5632	A
Final Closing Mechan	09/14/18	BT	P	NRSF		GNWY	558 MANOR RD	LICKING VALLEY CONSTRUC	5634	A
Final Closing Buildi	09/14/18	BT	P	NRSF		GNWY	558 MANOR RD	LICKING VALLEY CONSTRUC	5635	A
Final Closing Gas	09/14/18	BT	P	Gas Per-R	BVL	BVL	411 DUNLAP DR	WALRAVEN KIP S & SAMANT	7608	A
Plumbing Rough In	09/14/18	BT	P	Rmdl Res	WHPT	GNWY	1086 GUN BARREL RD	SUMMERS TIMOTHY W & DON	7683	A
Plumbing Groundworks	09/14/18	BT	F	NRSF		LNGM	1744 LORD FAIRFAX HWY	KIMBLE, DAVID	6785	A
Plumbing Groundworks	09/17/18	BT	P	NRSF			1744 LORD FAIRFAX HWY	KIMBLE, DAVID	7691	A
Electric Service	09/17/18	BT	P	ELEC RES	BYC	BYC	201 OLD CHAPEL AVE	CROCKETT JOHN R & CINDY	7689	A
Final Closing Electr	09/17/18	BT	P	ELEC RES	BYC	BYC	201 OLD CHAPEL AVE	CROCKETT JOHN R & CINDY	7690	A
Insulation	09/18/18	BT	P	Add Res	BVL	BVL	219 ACADEMY ST	BACON JESSE C & RIVES H	7719	A
Electric Service	09/18/18	BT	P	ELEC RES		BLTN		KKR 2 LC	7469	A
Framing	09/18/18	BT	P	Accessory	BYC	GNWY	2215 SWIFT SHOALS RD	GILPIN THOMAS T & JEAN	5956	A
Electrical Rough In	09/18/18	BT	P	Accessory	BYC	GNWY	2215 SWIFT SHOALS RD	GILPIN THOMAS T & JEAN	7700	A
Plumbing Rough In	09/18/18	BT	P	Accessory	BYC	GNWY	2215 SWIFT SHOALS RD	GILPIN THOMAS T & JEAN	7703	A
Gas Line	09/18/18	BT	P	Accessory	BYC	GNWY	2215 SWIFT SHOALS RD	GILPIN THOMAS T & JEAN	7704	A
Final Closing Buildi	09/18/18	BT	P	Garage	BVL	BLTN	165 PASTORAL LN	CARL E REILLY	5770	A
Final Closing Electr	09/18/18	BT	P	Garage	BVL	BLTN	165 PASTORAL LN	CARL E REILLY	7705	A
Final Closing Gas	09/18/18	BT	P	Garage	BVL	BLTN	165 PASTORAL LN	CARL E REILLY	7706	A
Slab Basement	09/24/18	BT	P	NRSF	BVL	BVL	127 OLD TAVERN LN	WARFIELD HOMES INC	7750	A
Air Test	09/24/18	BT	P	MechPer-R	BLMT	BLTN	240 ASHLEY WOODS LN	KEISTER, BRADLEY	7741	A
Footings Porch/Deck	09/24/18	BT	P	Add Res	BVL	BVL	18 PAGE ST	MCDONALD JEFFREY L & MA	7748	A
Plumbing Rough In	09/24/18	BT	P	Rmdl Comm	BYC	CHPL	2049 MILLWOOD RD	LOCKE AND COMPANY LLC	7749	A
Footings	09/24/18	BT	P	Garage	BLMT	BLTN	240 ASHLEY WOODS LN	KEISTER, BRAD & KATIE	7444	A
Mechanical Rough In	09/24/18	BT	P	MechPer-R	BLMT	BLTN	240 ASHLEY WOODS LN	KEISTER, BRADLEY	7738	A
Final Closing Mechan	09/25/18	BT	F	NRSF	CLK	BLTN	130 ASHLEY WOODS LN	ADELL KAMRAN & MARJANEH	7753	A
Final Closing Buildi	09/25/18	BT	F	NRSF	CLK	BLTN	130 ASHLEY WOODS LN	ADELL KAMRAN & MARJANEH	4404	A
Footings	09/25/18	BT	P	Deck/Porch	BLMT	BLTN	196 HOLLY LN	JOHNSON, LORRI	7721	A
Framing	09/25/18	BT	P	NRSF	BLMT	CHPL	19706 BLUE RIDGE MTN RD	LICKING VALLEY CONSTRUC	7756	A
Electrical Rough In	09/25/18	BT	P	NRSF	BLMT	CHPL	19706 BLUE RIDGE MTN RD	LICKING VALLEY CONSTRUC	7757	A
Plumbing Rough In	09/25/18	BT	P	NRSF	BVL	LNGM	112 PIERCE RD	MATHENY CHARLES K JR &	7755	A
Final Closing Gas	09/25/18	BT	F	NRSF	CLK	BLTN	130 ASHLEY WOODS LN	ADELL KAMRAN & MARJANEH	7754	A
Electrical Rough In	09/26/18	BT	P	ELEC RES	CLK	LNGM	3844 LORD FAIRFAX HWY	BYRD HARRY F III TRUSTE	7077	A
Concrete Form	09/26/18	BT	P	Garage	BLMT	BLTN	240 ASHLEY WOODS LN	KEISTER, BRAD & KATIE	7775	A
Slab Garage/Carport	09/26/18	BT	P	Garage	BLMT	CHPL	2743 FROGTOWN RD	MICHAEL DENNIS R & DONN	7771	A
Mechanical Rough In	09/26/18	BT	P	NRSF	BVL	LNGM	112 PIERCE RD	MATHENY CHARLES K JR &	7770	A
Final Closing Electr	09/26/18	BT	P	Garage	CLK	CHPL	105 GRIGSBY LN	NEWCOMBE KERRY & JEFFRE	7776	A
Final Closing Buildi	09/26/18	BT	P	Garage	CLK	CHPL	105 GRIGSBY LN	NEWCOMBE KERRY & JEFFRE	7777	A
Mechanical Rough In	09/26/18	BT	P	Garage	BYC	CHPL	1141 OLD CHAPEL RD	SAMS ALLISON KARTER	7763	A
Final Closing Buildi	09/26/18	BT	F	Tents Lrg	BYC	CHPL	200 LOCKSLEY LN	BRADLEY RONALD M TRUST	7731	A
Gas Line Pressure Te	09/26/18	BT	P	Rmdl Res	BYC	CHPL	2752 OLD WINCHESTER RD	JAEGER TIMOTHY C & TRAC	7764	A

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INSPECTIONS PERFORMED: 09/01/18 to 09/30/18

INSPECTION	DATE	BY	RSLT	PROJECT	CITY	AREA	LOCATION	OWNER	INSP ID	T
Final Closing Plumbi	09/27/18	BT	PWC	Nw Commrc1	BVL	BVL	450 MOSBY BLVD	BERRYVILLE HEALTH INVES	4646	A
Electric Service	09/28/18	BT	P	ELEC RES	BVL	LNGM	1350 WESTWOOD RD	SZYMANSKI MICHAEL &KATH	7708	A
Final Closing Electr	09/28/18	BT	F	ELEC RES	BVL	LNGM	1350 WESTWOOD RD	SZYMANSKI MICHAEL &KATH	7709	A
Electrical Rough In	09/28/18	BT	P	Rmdl Res	CLK	BLTN	238 FOREST RIDGE LN	FARLEY, HEATH	4192	A
Plumbing Rough In	09/28/18	BT	F	Rmdl Res	CLK	BLTN	238 FOREST RIDGE LN	FARLEY, HEATH	4195	A
Mechanical Rough In	09/28/18	BT	P	Rmdl Res	CLK	BLTN	238 FOREST RIDGE LN	FARLEY, HEATH	4197	A
FOUNDATION	09/28/18	BT	P	NRSF			1744 LORD FAIRFAX HWY	KIMBLE, DAVID	7802	A
Plumbing Rough In	09/28/18	BT	P	Add Res	BLMT	BLTN	19055 BLUE RIDGE MTN RD	CHRISTIAN J GABRIEL	7797	A
Framing	09/28/18	BT	F	Rmdl Res	CLK	BLTN	238 FOREST RIDGE LN	FARLEY, HEATH	7798	A
Gas Rough In	09/28/18	BT	F	Rmdl Res	CLK	BLTN	238 FOREST RIDGE LN	FARLEY, HEATH	7799	A
Final Closing Buildi	09/28/18	BT	P	Tents Lrg	BYC	CHPL	200 LOCKSLEY LN	BRADLEY RONALD M TRUST	7801	A
Footings	09/28/18	BT	P	Deck/Porch	BLMT	BLTN	196 HOLLY LN	JOHNSON, LORRI	7796	A
Framing	09/28/18	BT	F	NRSF	BYC		131 CALMES NECK LN	MANGOLAS CHRISTOPHER MA	7053	A
Final Closing Mechan	09/28/18	BT	P	MechPer-R	BVL	BVL	325 EAST FAIRFAX ST	DIXON PETER B II & HEAT	7409	A
Footings	09/28/18	BT	F	Deck/Porch	BVL	BVL	720 MCGUIRE CIR	KAMPHUIS, ROBERT	7129	A
Electrical Rough In	09/28/18	BT	F	NRSF	BYC		131 CALMES NECK LN	MANGOLAS CHRISTOPHER MA	7055	A
Plumbing Rough In	09/28/18	BT	F	NRSF	BYC		131 CALMES NECK LN	MANGOLAS CHRISTOPHER MA	7059	A
Mechanical Rough In	09/28/18	BT	F	NRSF	BYC		131 CALMES NECK LN	MANGOLAS CHRISTOPHER MA	7061	A
Framing	09/28/18	BT	P	NRSF	BLMT		195 PINE GROVE RD	LICKING VALLEY CONSTRUC	6724	A
Electrical Rough In	09/28/18	BT	P	NRSF	BLMT		195 PINE GROVE RD	LICKING VALLEY CONSTRUC	6726	A
Electric Service	09/28/18	BT	P	NRSF	BLMT		195 PINE GROVE RD	LICKING VALLEY CONSTRUC	6727	A
Plumbing Rough In	09/28/18	BT	P	NRSF	BLMT		195 PINE GROVE RD	LICKING VALLEY CONSTRUC	6730	A
Mechanical Rough In	09/28/18	BT	P	NRSF	BLMT		195 PINE GROVE RD	LICKING VALLEY CONSTRUC	6732	A
Footings Porch/Deck	09/28/18	BT	P	NRSF	BLMT		195 PINE GROVE RD	LICKING VALLEY CONSTRUC	7803	A
Final Closing Electr	09/28/18	BT	PRT	Rmdl Res	BYC	CHPL	785 PYLETOWN RD	DARLINGTON, TARA	7804	A
Final Closing Plumbi	09/28/18	BT	P	Rmdl Res	BYC	CHPL	785 PYLETOWN RD	DARLINGTON, TARA	7805	A
Final Closing Buildi	09/28/18	BT	PRT	Rmdl Res	BYC	CHPL	785 PYLETOWN RD	DARLINGTON, TARA	6272	A
INSPECTOR TOTALS: 131 INSPECTIONS FEES: .00 PAID TO DATE: .00 UNPAID: .00										
Hydro Test	09/10/18	JR	F	Nw Commrc1	BVL	BVL	450 MOSBY BLVD	BERRYVILLE HEALTH INVES	7657	A
Water Line	09/11/18	JR	P	Com Access	BVL	BLTN	426 QUARRY RD	PERRY STUART M INC	7619	A
Water Line	09/12/18	JR	P	Com Access	BVL	BLTN	426 QUARRY RD	PERRY STUART M INC	7656	A
Fire Suppression Sys	09/13/18	JR	P	NRSF			124 GROUSE RIDGE LN	WRIGHT PAMELA M TRUSTEE	7663	A
Meeting with Inspect	09/13/18	JR	P	Rmdl Res	BVL	BVL	121 ACADEMY ST	DUNPHY, THERESA	7582	A
Electric Service	09/13/18	JR	P	NRSF	BYC	GNWY	82 THORNTON RD	ARTHUR, SEAN	7664	A
Hydro Test	09/14/18	JR	F	Nw Commrc1	BVL	BVL	450 MOSBY BLVD	BERRYVILLE HEALTH INVES	7692	A
Hydro Test	09/14/18	JR	Prt	Nw Commrc1	BVL	BVL	450 MOSBY BLVD	BERRYVILLE HEALTH INVES	7693	A
Electric Service	09/17/18	JR	P	Elec Per-C	BVL	BLTN	90 QUARRY RD	PERRY STUART M INC	6881	A
Final Closing Plumbi	09/17/18	JR	PRT	Nw Commrc1	BVL	BVL	450 MOSBY BLVD	BERRYVILLE HEALTH INVES	7717	A
Final Closing Electr	09/17/18	JR	PRT	Nw Commrc1	BVL	BVL	450 MOSBY BLVD	BERRYVILLE HEALTH INVES	7718	A
Electric Service	09/19/18	JR	P	NRSF	BYC		131 CALMES NECK LN	MANGOLAS CHRISTOPHER MA	7056	A
Mechanical Rough In	09/19/18	JR	P	Accessory	BYC	GNWY	2215 SWIFT SHOALS RD	GILPIN THOMAS T & JEAN	7720	A
Electric Service	09/20/18	JR	P	ELEC RES	BLMT	BLTN	19094 BLUE RIDGE MTN RD	MALYSHEV, PETER	7728	A
Final Closing Buildi	09/20/18	JR	P	Tents Lrg	BVL	BLTN	25 BATTLETOWN DR	EMMA, ROBERT	7701	A
Final Closing Buildi	09/20/18	JR	P	Tents Lrg	BVL	BVL	16 ROSEMONT MANOR LN	GENDA LAND HOLDINGS LLC	7694	A
Footings	09/20/18	JR	P	Deck/Porch	BYC	CHPL	698 TILTHAMMER MILL RD	ANDERSEN, CUNO	7543	A
Footings	09/21/18	JR	P	NRSF	BVL	BVL	27 BYRD AVE	FORDENBACHER MARK	7668	A
Ditch Electric	09/21/18	JR	P	NRSF	BYC	CHPL	1377 MOUNT CARMEL RD	SMITH B SCOTT & CONNIE	7730	A
Draintile	09/21/18	JR	P	NRSF	BYC	CHPL	1377 MOUNT CARMEL RD	SMITH B SCOTT & CONNIE	7751	A
Water Line	09/21/18	JR	P	NRSF	BYC	CHPL	1377 MOUNT CARMEL RD	SMITH B SCOTT & CONNIE	7752	A
Electrical Rough In	09/21/18	JR	F	NRSF	BLMT	CHPL	19706 BLUE RIDGE MTN RD	LICKING VALLEY CONSTRUC	7736	A

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Building Inspections

INSPECTIONS PERFORMED: 09/01/18 to 09/30/18

INSPECTION	DATE	BY	RSLT	PROJECT	CITY	AREA	LOCATION	OWNER	INSP ID	T
Framing	09/21/18	JR	F	NRSF	BLMT	CHPL	19706 BLUE RIDGE MTN RD	LICKING VALLEY CONSTRUC	7737	A
Footings Porch/Deck	09/21/18	JR	P	NRSF	BLMT	CHPL	750 MORGANS MILL RD	TAYLOR, NEEL	7735	A
Final Closing Electr	09/21/18	JR	P	Rmdl Res	WHPT	GNWY	400 SUGAR HILL RD	KEMPSON, KEN	7732	A
Final Closing Plumbi	09/21/18	JR	F	Rmdl Res	WHPT	GNWY	400 SUGAR HILL RD	KEMPSON, KEN	7733	A
Final Closing Mechan	09/21/18	JR	P	Rmdl Res	WHPT	GNWY	400 SUGAR HILL RD	KEMPSON, KEN	7734	A
Final Closing Buildi	09/21/18	JR	F	Rmdl Res	WHPT	GNWY	400 SUGAR HILL RD	KEMPSON, KEN	7404	A
Final Closing Electr	09/21/18	JR	PWC	Solar	FRYL	GNWY	483 ANAMARIA LN	WAGNER, HUNTER	6666	A
Final Closing Buildi	09/21/18	JR	PWC	Solar	FRYL	GNWY	483 ANAMARIA LN	WAGNER, HUNTER	6667	A
Final Closing Buildi	09/21/18	JR	P	Tents Lrg	WHPT	GNWY	830 LONG BRANCH LN	LONG BRANCH HISTORIC HO	7495	A
Framing	09/21/18	JR	F	NRSF	BVL	LNGM	112 PIERCE RD	MATHENY CHARLES K JR &	5637	A
Electrical Rough In	09/21/18	JR	P	NRSF	BVL	LNGM	112 PIERCE RD	MATHENY CHARLES K JR &	5639	A
Plumbing Rough In	09/21/18	JR	F	NRSF	BVL	LNGM	112 PIERCE RD	MATHENY CHARLES K JR &	5643	A
Mechanical Rough In	09/21/18	JR	F	NRSF	BVL	LNGM	112 PIERCE RD	MATHENY CHARLES K JR &	5645	A
Final Closing Mechan	09/25/18	JR	P	Mech Per-C	BVL	BLTN	401 GRAFTON LN	GRAFTON SCHOOL INC	7774	A
Insulation	09/25/18	JR	F	Rmdl Res	BVL	BVL	121 ACADEMY ST	DUNPHY, THERESA	5765	A
Final Partial	09/27/18	JR	PRT	Rmdl Res	BVL	BVL	121 ACADEMY ST	DUNPHY, THERESA	7742	A
Insulation	09/27/18	JR	P	Rmdl Res	BVL	BVL	121 ACADEMY ST	DUNPHY, THERESA	7806	A
Electric Service	09/27/18	JR	P	Rmdl Res	BYC	CHPL	2438 PYLETOWN RD	BURKE, DANIEL	7778	A
Final Closing Buildi	09/27/18	JR	P	Tents Lrg	WHPT	GNWY	830 LONG BRANCH LN	LONG BRANCH HISTORIC HO	7681	A
Final Closing Electr	09/27/18	JR	P	Tents Lrg	WHPT	GNWY	830 LONG BRANCH LN	LONG BRANCH HISTORIC HO	7682	A
Framing	09/27/18	JR	P	Rmdl Res	CLK	LNGM	3844 LORD FAIRFAX HWY	BYRD HARRY F III TRUSTE	7206	A
Plumbing Rough In	09/27/18	JR	P	Rmdl Res	CLK	LNGM	3844 LORD FAIRFAX HWY	BYRD HARRY F III TRUSTE	7768	A
Mechanical Rough In	09/27/18	JR	P	Rmdl Res	CLK	LNGM	3844 LORD FAIRFAX HWY	BYRD HARRY F III TRUSTE	7769	A
Electrical Rough In	09/27/18	JR	P	Rmdl Res	CLK	LNGM	3844 LORD FAIRFAX HWY	BYRD HARRY F III TRUSTE	7807	A
Gas Line Pressure Te	09/27/18	JR	P	Rmdl Res	CLK	LNGM	3844 LORD FAIRFAX HWY	BYRD HARRY F III TRUSTE	7808	A
PreDemolition Inspec	09/28/18	JR	P	Demolition	BVL	LNGM	786 KIMBLE RD	THURMAN FARMS LLC	7810	A
Final Closing Buildi	09/28/18	JR	P	Demolition	BVL	LNGM	786 KIMBLE RD	THURMAN FARMS LLC	7211	A
INSPECTOR TOTALS:		49	INSPECTIONS		FEES:	.00	PAID TO DATE:	.00	UNPAID:	.00
DEPARTMENT TOTALS:		180	INSPECTIONS		FEES:	.00	PAID TO DATE:	.00	UNPAID:	.00
REPORT TOTALS:		180	INSPECTIONS		FEES:	.00	PAID TO DATE:	.00	UNPAID:	.00



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INSPECTION TYPE SUMMARY	COUNT	INSPECTOR SUMMARY	COUNT	RESULT SUMMARY	COUNT
Air Test	2	Bernie Thompson	131	FAIL	32
Concrete Form	1	Jamie Royston	49	PARTIAL	9
Conduit	1			PASS	136
Ditch Electric	3			PASS WITH CONDITIONS	3
DrainTile	1				
Electric Service	10				
Electrical Rough In	15				
Final Closing Building	19				
Final Closing Electric	19				
Final Closing Gas	7				
Final Closing Mechanical	10				
Final Closing Plumbing	11				
Final Partial	1				
Fire Suppression System	1				
Footings	8				
Footings Porch/Deck	3				
FOUNDATION	2				
Framing	9				
Gas Line	4				
Gas Line Pressure Test	2				
Gas Rough In	1				
Gas Tank	3				
Hydro Test	3				
Insulation	6				
Mechanical Rough In	9				
Meeting with Inspector	2				
Plumbing Groundworks	5				
Plumbing Rough In	10				
PreDemolition Inspection	1				
Slab	4				
Slab Basement	1				
Slab Garage/Carport	1				
Storage tank	1				
Water Line	4				

TOTAL INSPECTIONS: 180

10/04/2018 14:02  
2600acather

Clarke County  
INSPECTION REPORT

P 6  
piinhrpt

ALL

INSPECTIONS PERFORMED: 09/01/18 to 09/30/18

INSPECTION TYPE SUMMARY	COUNT	INSPECTOR SUMMARY	COUNT	RESULT SUMMARY	COUNT
Air Test	2	Bernie Thompson	131	FAIL	32
Concrete Form	1	Jamie Royston	49	PARTIAL	9
Conduit	1			PASS	136
Ditch Electric	3			PASS WITH CONDITIONS	3
DrainTile	1				
Electric Service	10				
Electrical Rough In	15				
Final Closing Building	19				
Final Closing Electric	19				
Final Closing Gas	7				
Final Closing Mechanical	10				
Final Closing Plumbing	11				
Final Partial	1				
Fire Suppression System	1				
Footings	8				
Footings Porch/Deck	3				
FOUNDATION	2				
Framing	9				
Gas Line	4				
Gas Line Pressure Test	2				
Gas Rough In	1				
Gas Tank	3				
Hydro Test	3				
Insulation	6				
Mechanical Rough In	9				
Meeting with Inspector	2				
Plumbing Groundworks	5				
Plumbing Rough In	10				
PreDemolition Inspection	1				
Slab	4				
Slab Basement	1				
Slab Garage/Carport	1				
Storage tank	1				
Water Line	4				

TOTAL INSPECTIONS: 180

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

## Project Application Report - Building Dept

For Period: 9/1/2018 to 9/30/2018

Project Type	Project Number	Project Fees
Commercial Mechanical Permit	180454	
Residential Accessory	180445	99.57
Residential Addition	180433	312.05
Residential Deck/Porch no Roof	180430	201.00
	180431	408.00
	180444	107.10
	180446	201.00
Residential Electric Permit	180420	102.00
	180421	
	180427	66.30
	180439	45.90
	180443	45.90
	180448	45.90
Residential Gas Permit	180419	40.80
	180423	96.90
	180424	40.80
	180425	40.80
	180426	40.80
	180451	45.90
	180452	40.80
	180456	40.80
Residential Mechanical Permit	180438	81.60
	180441	40.80
	180447	81.60
	180450	81.60
	180453	122.40
Residential New	180422	1926.28
	180429	1795.48
	180435	1211.89
Residential Remodel	180428	1154.89
	180432	252.00
Solar Array System	180434	168.30

## Project Application Report - Building Dept

For Period: 9/1/2018 to 9/30/2018

Project Type	Project Number	Project Fees
Tents Over 900 sq ft	180436	188.70
	180437	0.00
	180440	40.80
	180442	40.80
	180449	40.80
Total		9250.26



## Project Application Report - Building Dept

For Period: 9/1/2018 to 9/30/2018

Project Type	Project Number	Location	Owner	Estimated Building Value	Fees <small>Blank = collected by another dept</small>	Project Status
Commercial Mechanical Permit	180454	401 GRAFTON LN	GRAFTON SCHOOL INC	\$0		CLOSED W/FINAL
Residential Accessory	180445	204 BATTLETOWN DR	ABRERA RICHARD E & JULIE W	\$10,800	\$99.57	ISSUED W/O CONDITIONS
Residential Addition	180433	1852 CRUMS CHURCH RD	GEORGE, JAMES	\$13,518	\$312.05	ISSUED W/O CONDITIONS
Residential Deck/Porch no Roof	180430	2167 SHEPHERDS MILL RD	GRETCHEN YOUNG	\$0	\$201.00	ISSUED W/O CONDITIONS
	180431	102 EAST MAIN ST	MILLER GANTT W III & KORLISS K	\$0	\$408.00	ISSUED W/O CONDITIONS
	180444	245 TYSON DR	CHINN CHRISTIAN S & KRISTINA R	\$0	\$107.10	ISSUED W/O CONDITIONS
	180446	196 HOLLY LN	JOHNSON, LORRI	\$0	\$201.00	ISSUED W/O CONDITIONS
Residential Electric Permit	180420	534 CAREFREE LN	FORBES MICHAEL TODD & KIMBERLEY D	\$0	\$102.00	ISSUED W/O CONDITIONS
	180421	280 BRIGGS RD	JONES JERRY A ETAL	\$0		WITHDRAWN
	180427	240 ASHLEY WOODS LN	KEISTER, BRADLEY	\$0	\$66.30	ISSUED W/O CONDITIONS
	180439	201 OLD CHAPEL AVE	CROCKETT JOHN R & CINDY L	\$0	\$45.90	CLOSED W/FINAL
	180443	1350 WESTWOOD RD	SZYMANSKI MICHAEL & KATHERINE HENRY	\$0	\$45.90	ISSUED W/O CONDITIONS
	180448	19094 BLUE RIDGE MTN RD	MALYSHEV, PETER	\$0	\$45.90	ISSUED W/O CONDITIONS
Residential Gas Permit	180419	616 PENDER CT	TURNER EDWARD A & BEVERLY A	\$0	\$40.80	CLOSED W/FINAL
	180423	208 CRAIGS RUN CT	MARSDEN PATRICK D & MICHELE Y	\$0	\$96.90	ISSUED W/O CONDITIONS
	180424	240 VALLEY VIEW LN	BURNS-PIEKARZ BARBARA &	\$0	\$40.80	ISSUED W/O CONDITIONS

## Project Application Report - Building Dept

For Period: 9/1/2018 to 9/30/2018

Project Type	Project Number	Location	Owner	Estimated Building Value	Fees Blank = collected by another dept	Project Status
Residential Gas Permit	180425	411 DUNLAP DR	WALRAVEN KIP S & SAMANTHA S	\$0	\$40.80	ISSUED W/O CONDITIONS
	180426	308 DUNLAP DR	FIELDS TERRY D & ELAINE MARGARET	\$0	\$40.80	ISSUED W/O CONDITIONS
	180451	41 LANHAM LN	CORBET, PATRICIA	\$0	\$45.90	ISSUED W/O CONDITIONS
	180452	19417 BLUE RIDGE MTN RD	KEVIN DEHART	\$0	\$40.80	ISSUED W/O CONDITIONS
	180456	1542 CHILLY HOLLOW RD	RUSSELL GORDON D	\$0	\$40.80	ISSUED W/O CONDITIONS
Residential Mechanical Permit	180438	3274 SHEPHERDS MILL RD	CURTIS FREDERICK L & MILDRED F	\$0	\$81.60	ISSUED W/O CONDITIONS
	180441	12394 LORD FAIRFAX HWY	GARDNER DALE A & SHIRLEY	\$0	\$40.80	ISSUED W/O CONDITIONS
	180447	300 ARCHER CT	KELLY JAMES J & MARSHA L	\$0	\$81.60	ISSUED W/O CONDITIONS
	180450	240 ASHLEY WOODS LN	KEISTER, BRADLEY	\$0	\$81.60	ISSUED W/O CONDITIONS
	180453	5 BUNDY ST	MCCRAY, CORY	\$0	\$122.40	ISSUED W/O CONDITIONS
Residential New	180422	124 GRAND OAKS DR	RICHMOND AMERICAN HOMES OF	\$280,059	\$1,926.28	ISSUED W/O CONDITIONS
	180429	109 BELL HOLLOW LN	SFERRA NICHOLAS A	\$211,914	\$1,795.48	ISSUED W/O CONDITIONS
	180435	27 BYRD AVE	FORDENBACHER MARK	\$221,807	\$1,211.89	ISSUED W/O CONDITIONS
Residential Remodel	180428	2438 PYLETOWN RD	BURKE, DANIEL	\$219,825	\$1,154.89	ISSUED W/O CONDITIONS
	180432	534 CAREFREE LN	FORBES MICHAEL TODD & KIMBERLEY D	\$0	\$252.00	ISSUED W/O CONDITIONS
Solar Array System	180434	119 ROCK DALE LN	MACKINTOSH ROBERT	\$0	\$168.30	ISSUED W/O CONDITIONS

## Project Application Report - Building Dept

For Period: 9/1/2018 to 9/30/2018

Project Type	Project Number	Location	Owner	Estimated Building Value	Fees <small>Blank = collected by another dept</small>	Project Status
Tents Over 900 sq ft	180436	830 LONG BRANCH LN	LONG BRANCH HISTORIC HOUSE AND FARM	\$0	\$188.70	CLOSED W/ FINAL
	180437	3449 LOCKES MILL RD	MILLER JOHN U JR	\$0	\$0.00	WITHDRAWN
	180440	16 ROSEMONT MANOR LN	GENDA LAND HOLDINGS LLC	\$0	\$40.80	ISSUED W/O CONDITIONS
	180442	25 BATTLETOWN DR	EMMA, ROBERT	\$0	\$40.80	ISSUED W/O CONDITIONS
	180449	200 LOCKSLEY LN	BRADLEY RONALD M TRUST	\$0	\$40.80	ISSUED W/O CONDITIONS

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

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
✓ 09/04/18	181546	CLAY, FORREST PATRICK RECORDED TIME: 09:12 DESCRIPTION 1: GREENWAY DIST DATE OF DEED : 00/00/00 BOOK: 632 NUMBER PAGES : 3	N DEPPA, MARY C 180 YOUNGS DR FRONT ROYAL, VA. 22630 PAGE: 465 MAP:	N .00	DG	100%
✓ 09/04/18	181547	ESTATE OF RICHARD H THOMAS RECORDED TIME: 10:15 DESCRIPTION 1: CHAPEL DISTRICT DATE OF DEED : 08/31/18 BOOK: 632 NUMBER PAGES : 3	N WATERLOO LLC 27 OLD WATERLOO ROAD BOYCE, VA. 22620 PAGE: 468 MAP: 21A1-A-107	N 75,000.00	DBS	100% . <i>106,600 w/imprv.</i>
✓ 09/04/18	181548	CLAWSON, THOMAS RECORDED TIME: 10:30 DESCRIPTION 1: BATTLETOWN DISTRICT DATE OF DEED : 08/27/18 BOOK: 632 NUMBER PAGES : 4	N CLAWSON TRUST 381 SPRINGSBURY RD BERRYVILLE, VA. 22611 PAGE: 471 MAP: 14A67B	N .00	DG	100%
✓ 09/04/18	181549	RICHMOND AMERICAN HOMES RECORDED TIME: 10:37 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 08/30/18 BOOK: 632 NUMBER PAGES : 3	N SAUERS, TODD 408 DELANY COURT BERRYVILLE, VA. 22611 PAGE: 475 MAP: 14A714118	N 546,859.00	DBS	100% <i>75,000 vac.</i>
✓ 09/04/18	181552	CANTATORE, MARCELLA RECORDED TIME: 11:10 DESCRIPTION 1: BATTLETOWN DISTRICT DATE OF DEED : 00/00/00 BOOK: 632 NUMBER PAGES : 2	N MSC RENTALS LLC N/A N/A, XX. 00000 0000 PAGE: 507 MAP: 14A215D20	N .00	DBS	100%
✓ 09/04/18	181557	BOWES, JACK E; ETUX RECORDED TIME: 13:28 DESCRIPTION 1: 10 ACRES, CHAPEL DIST DATE OF DEED : 00/00/00 BOOK: 632 NUMBER PAGES : 3	Y BOWERS, SYDNEY D; TRS 45 FOX WOODS LANE BOYCE, VA. 22620 PAGE: 517 MAP:	Y .00	DBS	100%
✓ 09/04/18	181561	TAPSCOTT, ROGER RECORDED TIME: 14:41 DESCRIPTION 1: BATTLETOWN DISTRICT DATE OF DEED : 08/28/18 BOOK: 632 NUMBER PAGES : 2	N MALIK, AAMIR 322 PINE GROVE RD BLUEMONT, VA. 20135 PAGE: 524 MAP: 26A113	N 407,000.00	DBS	100% <i>283,700 w/imprv</i>
X 09/06/18	181569	BOGATY, JAMES C RECORDED TIME: 09:35 DESCRIPTION 1: PLAT MAP DATE OF DEED : 00/00/00 BOOK: 13 NUMBER PAGES : 1	N BURNELL, CARL N/A N/A, XX. 00000 0000 PAGE: 39 MAP: 25A1B	N .00	OPM	100%

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

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
09/06/18 ✓	181573	SADLER, JULIAN MARCELL RECORDED TIME: 14:25 DESCRIPTION 1: BATTLETOWN DISRICT DATE OF DEED : 08/30/18 BOOK: 632 NUMBER PAGES : 3	N CARNAHAN, LAURA ANN 10776 HARRY BYRD HWY BERRYVILLE, VA. PAGE: 574 MAP: 7 6 1	N 480,000.00 PIN: 417,700 w/imprv.	DBS	100%
09/06/18 ✓	181575	GILLELAND, JASON D RECORDED TIME: 15:09 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 08/30/18 BOOK: 632 NUMBER PAGES : 1	N PARKER JR, THOMAS 105 ISSAC CT BERRYVILLE, VA. PAGE: 591 MAP: 14A84156	N 430,000.00 PIN: 414,500 w/imprv.	DBS	100%
09/06/18 ✓	181578	MALENKI & BIRDSOND REVOCABLE T RECORDED TIME: 16:05 DESCRIPTION 1: CHAPEL D ISTRICT, 0.5219 ACRES DATE OF DEED : 09/06/18 BOOK: 632 NUMBER PAGES : 2	N MALENKI, ANDREW 2821 LOCKES MILL ROAD BERRYVILLE, VA. PAGE: 627 MAP: 23A-2-6	N .00 PIN:	DBS	100%
09/07/18 ✓	181579	SMALLWOOD, SHEILA FAY RECORDED TIME: 09:25 DESCRIPTION 1: CHAPEL DISTRICT DATE OF DEED : 09/06/18 BOOK: 632 NUMBER PAGES : 2	N HUNTER, APRIL 3 VIRGINIA AVE BOYCE, VA. PAGE: 629 MAP: 21A223	N 235,000.00 PIN: 168,600 w/imprv.	DBS	100%
09/07/18 ✓	181582	COMPARETTO, GARY MARTIN RECORDED TIME: 13:45 DESCRIPTION 1: DEED IF CIBTRUBYTION DATE OF DEED : 00/00/00 BOOK: 632 NUMBER PAGES : 4	Y COMPARETTO, GARY; TR 995 PIERCE RD BERRYVILLE, VA. PAGE: 640 MAP: 5 ACRES, LONGMARSH D ST	Y .00 PIN:	DBS	100%
09/10/18 ✓	181584	CANTATORE, MARCELLA S RECORDED TIME: 11:11 DESCRIPTION 1: BATTLETOWN DISTRICT DATE OF DEED : 00/00/00 BOOK: 632 NUMBER PAGES : 2	Y CANTATORE, MARCELLA S; TR 439 HEMLOCK LANE BLUEMONT, VA. PAGE: 647 MAP:	Y .00 PIN:	DBS	100%
09/10/18 ✓	181585	ANDERSON, DAVE RECORDED TIME: 11:25 DESCRIPTION 1: LONGMARSH DISTRICT DATE OF DEED : 09/07/18 BOOK: 632 NUMBER PAGES : 3	N MCKEW, ROBERT E 84 TRIPLE J BERRYVILLE, VA. PAGE: 650 MAP: 7A38	N 205,000.00 PIN: 174,900 w/imprv.	DBS	100%
09/10/18 ✓	181588	SAMS, ALLISON RECORDED TIME: 13:50 DESCRIPTION 1: CHAPEL DATE OF DEED : 09/05/18 BOOK: 632 NUMBER PAGES : 2	N SAMS, JOSHUA N/A N/A, XX. 00000 0000 PAGE: 672 MAP: 22A98	N .00 PIN:	DG	100%

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

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
09/11/18	181600	HARRIS, SHARON D RECORDED TIME: 09:00 DESCRIPTION 1: BATTLETOWN DISTRICT DATE OF DEED : 09/10/18 BOOK: 632 NUMBER PAGES : 2	N BAILEY, BRIAN DALE 5682 HARRY BYRD HIGHWAY BERRYVILLE, VA. 22611 PAGE: 702 MAP: 15-A-29	N 170,000.00	DBS	100% <i>187,900 w/imprv.</i>
09/11/18	181602	GARRETT, EARL C; ETUX RECORDED TIME: 11:08 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 00/00/00 BOOK: 632 NUMBER PAGES : 3	Y GARRETT, EARL II; TR 424 FREMONT CT BERRYVILLE, VA. 22611 PAGE: 721 MAP:	Y .00	DBS	100%
09/11/18	181603	RUCKER, GERALD F; ETUX RECORDED TIME: 11:14 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 00/00/00 BOOK: 632 NUMBER PAGES : 3	Y RUCKER, GERALD F; TR 20 BATTLETOWN DR BERRYVILLE, VA. 22611 PAGE: 723 MAP:	Y .00	DBS	100%
09/11/18	181605	ESTANQUIERO, VITOR RECORDED TIME: 13:45 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 09/10/18 BOOK: 632 NUMBER PAGES : 2	N ADWERS, RYAN 794 MCGUIRE CIRCLE BERRYVILLE, VA. 22611 PAGE: 728 MAP: 14C154	N 450,000.00	DBS	100% <i>386,300 w/imprv.</i>
09/11/18	181607	MURPHY, TRACI R RECORDED TIME: 13:50 DESCRIPTION 1: BATTLETOWN DISTRICT DATE OF DEED : 09/07/18 BOOK: 632 NUMBER PAGES : 2	N EBY, MELISSA 568 BOOM RD BERRYVILLE, VA. 22611 PAGE: 751 MAP: 14A94	N 242,300.00	DBS	100% <i>196,300 w/imprv.</i>
09/22/18	181609	CLARKE, MARK M RECORDED TIME: 11:16 DESCRIPTION 1: LO 6, BATTLETOWN DISTRICT DATE OF DEED : 00/00/00 BOOK: 632 NUMBER PAGES : 2	N LIGGINS, MARIETTA L 4 OSBORNE ST BERRYVILLE, VA. 22611 PAGE: 773 MAP:	N .00	DQC	100%
09/13/18	181615	COLE, DAVID RECORDED TIME: 14:32 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 00/00/00 BOOK: 632 NUMBER PAGES : 2	N HUTCHISON, GREGORY 416 HANCOCK CT BERRYVILLE, VA. 22611 PAGE: 783 MAP: 14A71078	N 406,000.00	DBS	100% <i>326,600 w/imprv.</i>
09/14/18	181618	MNNW PARTNERSHIP RECORDED TIME: 10:45 DESCRIPTION 1: LONGMARSH DISTRICT DATE OF DEED : 09/14/18 BOOK: 632 NUMBER PAGES : 3	N TIMBERLAKE, BYRON PO BOX 238 BOYCE, VA. 22620 PAGE: 814 MAP: 6A32A	N 1,795,800.00	DBS	100%

*6-A-32A 200,300 w/imprv.*  
*(TM) 7-A-19A 245,200 w/imprv.*  
*7-A-19 1,134,300 vac.*  
*14A2-A-140 124,300 w/imprv.*  
*14A2-A-32 91,700 w/imprv.*  


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*1,795,800*

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

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
09/14/18 ✓	181626	STANLEY, MATTHEW RECORDED TIME: 15:20 DESCRIPTION 1: BATTLETOWN DISTRICT, LOT 1, 1.5235 ACRES DATE OF DEED : 09/14/18 BOOK: 632 NUMBER PAGES : 2	N KURASHEV, ALEXANDER V; ETUX 18076 RAVEN ROCK ROAD BLUEMONT, VA. 20135 PAGE: 879 MAP: 26-A-66	N 279,900.00	DBS	100% <i>179,900 w/imprv.</i>
09/14/18 ✓	181629	GRAY, WANDA L; ETAL RECORDED TIME: 15:26 DESCRIPTION 1: CHAPEL DISTRICT DATE OF DEED : 09/12/18 BOOK: 632 NUMBER PAGES : 4	N JEEP, EDWARD LOUIS 734 BRIGGS ROAD BERRYVILLE, VA. 22611 PAGE: 900 MAP: 22-A-38	N 200,813.00	DBS	100% <i>172,100 w/imprv.</i>
09/17/18 X	181631	BERRYVILLE GRAPHICS RECORDED TIME: 11:40 DESCRIPTION 1: DEED OF EASEMENT DATE OF DEED : 00/00/00 BOOK: 632 NUMBER PAGES : 3	N VERIZON VIRGINIA INC N/A N/A, XX. 00000 0000 PAGE: 905 MAP: 14A6A1	N .00	DE	100%
09/17/18 ✓	181634	CATHEY, GEORGIE RECORDED TIME: 12:02 DESCRIPTION 1: CATHEY LIVING TRUST DATE OF DEED : 07/18/18 BOOK: 632 NUMBER PAGES : 3	N CATHEY, GEORIGIE 20739 CRESCENT POINT PL ASHBURN, VA. 20147 PAGE: 910 MAP: 31364A	N .00	DBS	100%
09/18/18 ✓	181644	BERRY, EDITH F RECORDED TIME: 13:15 DESCRIPTION 1: BATTLETOWN DIST DATE OF DEED : 00/00/00 BOOK: 632 NUMBER PAGES : 4	N CAMACHO-PEREZ, GUALBERTO CARLO N 335 FIRST ST BERRYVILLE, VA. 22611 PAGE: 965 MAP:	N 60,000.00	DBS	100% <i>56,900 w/imprv.</i>
09/18/18 ✓	181646	MCWILLIAMS, ALLAN RECORDED TIME: 13:48 DESCRIPTION 1: TOWN OF BERRY VILLE DATE OF DEED : 09/12/18 BOOK: 632 NUMBER PAGES : 3	N VANNOSTRAND, KURT 218 ACADEMY ST BERRYVILLE, VA. 22611 PAGE: 970 MAP: 14A1A15	N 440,000.00	DBS	100% <i>387,100 w/imprv.</i>
09/18/18 ✓	181649	HESSLER, KIMBERLEY RECORDED TIME: 16:29 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 09/11/18 BOOK: 632 NUMBER PAGES : 2	N MCWILLIAMS, ALLEN 305 TREADWELL ST BERRYVILLE, VA. 22611 PAGE: 991 MAP: 14A115-3	N 380,000.00	DBS	100% <i>307,900 w/imprv.</i>
09/18/18 ✓	181653	GREYSTONE DEVELOPERS INC RECORDED TIME: 12:53 DESCRIPTION 1: TOWN OF BOYCE DATE OF DEED : 00/00/00 BOOK: 633 NUMBER PAGES : 2	N RICHMOND AMERICAN HOMES 12220 SUNRISE VALLEY DR RESTON, VA. 20191 PAGE: 3 MAP:	N 362,500.00	DBS	100%

*21A3-1-22 45,000 vac.*  
*21A3-1-34 45,000 vac*  
*21A3-1-35 45,000 vac.*  
*21A3-1-37 45,000 vac*  
*21A3-1-38 45,000 vac.*  


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*225,000*

CLARKE COUNTY CIRCUIT COURT  
MONTH END DEEDS OF PARTITION AND CONVEYANCE  
LOCAL TAXATION DEPARTMENT  
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RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
09/20/18 ✓	181663	INDIE DEVELOPMENT LLC RECORDED TIME: 11:40 DESCRIPTION 1: PLATS MAP DATE OF DEED : 00/00/00 BOOK: 633 NUMBER PAGES : 2	N DUNN, STUART N/A N/A, XX. 00000 0000 PAGE: 71 MAP: 31A18	N .00	PM	100%
09/20/18 ✓	181666	ALG TRUSTEE RECORDED TIME: 11:45 DESCRIPTION 1: TRUSTEES DEED BATTLETOWN DISTRICT DATE OF DEED : 08/10/18 BOOK: 633 NUMBER PAGES : 4	N FANNIE MAE 350 EVERGREEN LANE BLUEMONT, VA. 20135 PAGE: 75 MAP: 17A211-74	Y 111,570.44	DBS	100% <i>132,100 w/ imprv.</i>
09/20/18 ✓	181667	LAVEY, FREDERICK RECORDED TIME: 13:50 DESCRIPTION 1: DATE OF DEED : 09/20/18 BOOK: 633 NUMBER PAGES : 4	N HALL, TIMOTHY 2032 ARCH DRIVE FALLS CHURCH, VA. 22043 PAGE: 79 MAP: 17A222171	N 115,000.00	DBS	100%
09/21/18 ✓	181670	MCARTOR, CHRISTOPHER M RECORDED TIME: 09:05 DESCRIPTION 1: GREENWAY DISTRICT, 7.46 ACRES DATE OF DEED : 09/10/18 BOOK: 633 NUMBER PAGES : 2	N MCARTOR, SANDRA LEIGH 599 SOLITUDE LANE BOYCE, VA. 22620 PAGE: 90 MAP: 39-11-1001	N .00	DQC	100%
09/21/18 ✓	181671	CRAWFORD, JOHN RECORDED TIME: 12:10 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 09/17/18 BOOK: 633 NUMBER PAGES : 1	N D&B PROPERTY ENTERPRISES 16899 OLIVER ST PAEONIAN SPRINGS, VA. 20129 PAGE: 92 MAP: 14A521	N 320,000.00	DBS	100% <i>280,800 w/ imprv.</i>
09/21/18 X	181673	SHIELDS, CHRISTOPHER RECORDED TIME: 13:25 DESCRIPTION 1: BATTLETOWN DISTRICT DATE OF DEED : 09/18/18 BOOK: 633 NUMBER PAGES : 3	N BUDD, BRIAN 1001 CAREFREE LANE BOYCE, VA. 22620 PAGE: 105 MAP: 385708	N 285,000.00	DBS	100%
09/24/18 ✓	181683	BAKER-WILLIAMS, BRANDON RECORDED TIME: 13:11 DESCRIPTION 1: TOWN OF BOYCE DATE OF DEED : 00/00/00 BOOK: 633 NUMBER PAGES : 2	N CONDREY, JOSEPH 10 ROBERTS LN BOYCE, VA. 22620 PAGE: 140 MAP:	N 263,800.00	DBS	100% <i>200,500 w/ imprv.</i>
09/24/18 ✓	181691	GORDON, CAROLYN LINDSAY RECORDED TIME: 14:51 DESCRIPTION 1: BATTLETOWN DISTRICT DATE OF DEED : 09/18/18 BOOK: 633 NUMBER PAGES : 3	N CAROLYN GORDON TRUST PO BOX 160 BLUEMONT, VA. 20135 PAGE: 169 MAP: 25A8	N .00	DG	100%

17A222-171 2,000 vac  
 17A222-257 5,000 vac  
 17A222-258 193,000 w/ imprv.  
 17A222-254 1,000 vac  
 -----  
 201,000



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

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
09/24/18 ✓	181692	BECK, JERI RECORDED TIME: 15:25 DESCRIPTION 1: CHAPEL DISTRICT DATE OF DEED : 09/20/18 BOOK: 633 NUMBER PAGES : 3	N SHEILDS, CHRISTOPHER 719 LAKEVIEW LANE BOYCE, VA. 22620 PAGE: 174 MAP: 386811	N 405,000.00	DBS	100% <i>290,400 w/imprv.</i>
09/24/18 ✓	181694	PARENTEAU, SONIA S RECORDED TIME: 16:25 DESCRIPTION 1: CHAPEL DATE OF DEED : 09/20/18 BOOK: 633 NUMBER PAGES : 2	N SMYTH JR, KEVIN 2977 CALMES NECK LANE BOYCE, VA. 22620 PAGE: 191 MAP: 31120	N 330,000.00	DBS	100% <i>302,800 w/imprv.</i>
09/25/18 ✓	181699	PARKER JR, THOMAS RECORDED TIME: 13:51 DESCRIPTION 1: LONGMARSH DISTRICT DATE OF DEED : 09/14/18 BOOK: 633 NUMBER PAGES : 2	N KING, THOMAS 222 STRINGTOWN RD BERRYVILLE, VA. 22611 PAGE: 227 MAP: 8A50A	N 491,000.00	DBS	100% <i>417,600 w/imprv.</i>
09/25/18 ✓	181701	NEWSOME, VIRGINIA RECORDED TIME: 15:48 DESCRIPTION 1: LONGMARSH DISTRICT DATE OF DEED : 09/14/18 BOOK: 633 NUMBER PAGES : 4	N SUNTRUST MORTGAGE 386 LEWISVILLE RD BERRYVILLE, VA. 22611 PAGE: 246 MAP: 9-9-D3	N 467,800.00	DBS	100% <i>391,400</i> <i>assessed value = 467,800 w/imprv.</i>
09/26/18 ✓	181702	CIE INTERNATIONAL RECORDED TIME: 12:01 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 09/21/18 BOOK: 633 NUMBER PAGES : 2	N 1881 REAL ESTATE LLC 2400 PARK DRIVE HARRISBURG, PA. 17110 PAGE: 250 MAP: 14A3A17	N 680,000.00	DBS	100% <i>574,500 w/imprv.</i>
09/27/18 ✓	181712	SAUNDERS, TODD R; ETUX RECORDED TIME: 13:29 DESCRIPTION 1: BATTLETOWN DIST DATE OF DEED : 00/00/00 BOOK: 633 NUMBER PAGES : 4	N SAUNDERS, TODD R 32853 MOUNT WEATHER RD BLUEMONT, VA. 20135 PAGE: 313 MAP:	.00	DBSHW	100%
09/27/18 ✓	181713	TOMBLIN, ROBERT E RECORDED TIME: 15:20 DESCRIPTION 1: LONGMARSH DISTRICT DATE OF DEED : 09/21/18 BOOK: 633 NUMBER PAGES : 3	N MARTIN, JOY 189 CATHER RD BERRYVILLE, VA. 22611 PAGE: 317 MAP: 7A7E	.00	DG	100%
09/28/18 ✓	181717	WELLS FARGO BANK RECORDED TIME: 09:00 DESCRIPTION 1: SPECIAL WARRANTY DATE OF DEED : 09/18/18 BOOK: 633 NUMBER PAGES : 3	N JO YONG, KYUNG 7340 LITTLE RIVER LANE THE PLAINS, VA. 20198 PAGE: 338 MAP: 2612	N 312,200.00	DBS	100% <i>312,200 w/imprv.</i>

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RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
09/28/18	181718	LACEY, ALLEN W; ETUX RECORDED TIME: 09:10 DESCRIPTION 1: LONGMARSH DISTRICT, LOT 28, MT PLEASANT SUBD DATE OF DEED : 09/27/18 BOOK: 633 PAGE: 341 MAP: 7B-1-18 NUMBER PAGES : 2	N ROSA, NICHOLAS Q 213 TRIPLE J ROAD BERRYVILLE, VA. 22611	N 293,600.00	DBS	100%
				PIN:	<i>278,900 w/imprv.</i>	
09/28/18	181722	CRESCENT RIVER PROPERTIES RECORDED TIME: 14:55 DESCRIPTION 1: CHAPEL DISTRICT DATE OF DEED : 09/18/18 BOOK: 633 PAGE: 374 MAP: 30AA91 NUMBER PAGES : 2	N BROOKS, ASHLYN 731 BISHOP MEADE RD BOYCE, VA. 22620	N 248,000.00	DBS	100%
				PIN:	<i>133,500 w/imprv.</i>	
09/28/18	181727	HANSEN, KENNETH C RECORDED TIME: 16:25 DESCRIPTION 1: BATTLETOWN DISTRICT, LOT 1, 8.5942 ACRES DATE OF DEED : 09/26/18 BOOK: 633 PAGE: 407 MAP: 26-2-1 NUMBER PAGES : 2	N NOON, ZENAS B; ET UX 17991 RAVEN ROCKS ROAD BLUEMONT, VA. 20135	N 605,000.00	DBS	100%
				PIN:	<i>591,800 w/imprv.</i>	

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

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

09/18/18 181629 GRAY, WANDA N JEEP, EDWARD LOUIS N .00 COR 100%  
RECORDED TIME: 16:29 734 BRIGGS RD BERRYVILLE, VA. 22611  
DESCRIPTION 1:  
DATE OF DEED : 09/12/18 BOOK: 632 PAGE: 993 MAP: PIN:  
NUMBER PAGES : 4

09/24/18 181676 KINDER BAUERNHOF FARM INC N THORPE, JEFFREY A N .00 DCOR 100%  
RECORDED TIME: 10:55 220 PLOW RUN LANE WINCHESTER, VA. 22602  
DESCRIPTION 1: LONGMARSH DISTRICT  
DATE OF DEED : 09/14/18 BOOK: 633 PAGE: 132 MAP: 7A35D PIN:  
NUMBER PAGES : 2

TOTAL COUNTY DEEDS OF PARTITION AND CONVEYANCE: 51  
TOTAL NUMBER OF COUNTY DEEDS OF CORRECTION : 2  
TOTAL NUMBER OF COUNTY WILL/FIDUCIARY : 0

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Received Co Admin 09-12-2018

INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
181335	ERICKSON, ERIC W; ETUX RECORDED TIME: 10:50 DESCRIPTION 1: CHAPEL DISTRICT, LOT 4, DATE OF DEED : 07/21/18 BOOK: 631 NUMBER PAGES : 2	N ERICKSON, ERIC W 355 DUKE LANE BLUEMONT, VA. 20135 41.6275 ACRES PAGE: 369 MAP: 24-A-20G	N .00	DG	100%
181336	SANDS, EDWARD RECORDED TIME: 11:45 DESCRIPTION 1: CHAPEL DISTRICT DATE OF DEED : 07/30/18 BOOK: 631 NUMBER PAGES : 2	N TERZIAN, BRIAN 524 ELM SPRINGS RD BERRYVILLE, VA. 22611 PAGE: 371 MAP: 12A43E	N 486,000.00	DBS	100%
181339	NERD FARMS LLC RECORDED TIME: 11:52 DESCRIPTION 1: CHAPEL DISTRICT DATE OF DEED : 07/20/18 BOOK: 631 NUMBER PAGES : 3	N TUMBELWOOD FARMS 1321 MERCHANT LANE MC LEAN, VA. 22101 PAGE: 388 MAP: 22A82	N 620,000.00	DBS	100%
181342	HAMMONDS, STACY RECORDED TIME: 13:10 DESCRIPTION 1: DATE OF DEED : 07/31/18 BOOK: 631 NUMBER PAGES : 2	N MCDONALD, ANDY SCOTT 219 BRADFORD DR BOYCE, VA. 22620 PAGE: 398 MAP: 21A5141	N 379,000.00	DBS	100%
181347	WATTS BUILDERS AND HOME IMPROV RECORDED TIME: 11:05 DESCRIPTION 1: EASEMENT AND PLAT MAP DATE OF DEED : 08/02/18 BOOK: 631 NUMBER PAGES : 3	N WATTS, DOUGLAS N/A N/A, XX. 00000 0000 PAGE: 449 MAP: 39A24	N .00	DE	100%
181349	WALKER, TORIAN RECORDED TIME: 16:25 DESCRIPTION 1: LONGMARSH DISTRICT DATE OF DEED : 07/31/18 BOOK: 631 NUMBER PAGES : 2	N WALKER, KELLAN 1140 OLD CHARLESTOWN RD BERRYVILLE, VA. 22611 PAGE: 453 MAP: 3A19B	N 271,000.00	DBS	100%
181353	ALBRECHT, MERRILIE RECORDED TIME: 16:29 DESCRIPTION 1: CHAPEL DATE OF DEED : 07/31/18 BOOK: 631 NUMBER PAGES : 2	N MARSHALL, SILVIA 127 W CRESCENT ST BOYCE, VA. 22620 PAGE: 473 MAP: 21A1A46	N 220,000.00	DBS	100%
181355	LANGHORNE, ELIZABETH A RECORDED TIME: 10:45 DESCRIPTION 1: CHAPEL DISTRICT DATE OF DEED : 07/30/18 BOOK: 631 NUMBER PAGES : 2	N LANGHORNE, JAMES 1371 OLD CHAPEL RD BOYCE, VA. 22620 PAGE: 487 MAP: 22A96	N 314,500.00	DBS	100%

1,510,400  
LAND SPLIT w/impv  
\$360,400 w/impv.  
\$220,100 w/impv.  
\$146,400 w/impv.  
629,000 Family w/impv

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RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
08/06/18	181360	WEBSTER, JEFFREY RECORDED TIME: 11:25 DESCRIPTION 1: NAME TRANSFER DATE OF DEED : 06/11/18 BOOK: 631 NUMBER PAGES : 3	N WEBSTER FAMILY TRUST 435 BENCH LANE BLUEMONT, VA. 20135 PAGE: 551 MAP:	N .00	DBS	100%
08/06/18	181364	SHMIDHEISER, WILLIAM E; III RECORDED TIME: 12:50 DESCRIPTION 1: DB 592 PG 316, CHAPEL DISTRICT, 66.4494 ACRES - FORECLOSURE OF HARDING/KOPECKI DATE OF DEED : 08/03/18 BOOK: 631 NUMBER PAGES : 4	N FFC PROPERTIES 17090 QUAIL CREEK CIRCUIT HAMILTON, VA. 20158 PAGE: 557 MAP: 12-A-1	N 612,000.00	DTF	100%
08/06/18	181369	KELLEY III, JAMES RECORDED TIME: 16:00 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 08/06/18 BOOK: 631 NUMBER PAGES : 2	N CURTIS, JOSHUA 308 BRECKINRIDGE COURT BERRYVILLE, VA. 22611 PAGE: 581 MAP: 14A7264	N 380,000.00	DBS	100%
08/07/18	181374	BERRYVILLE AL LLC RECORDED TIME: 09:20 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 12/07/17 BOOK: 631 NUMBER PAGES : 7	N TOWN OF BERRYVILLE N/A N/A, XX. 00000 0000 PAGE: 612 MAP: 14A7141	N .00	DBS	100%
08/07/18	181375	BATTLEFIELD CENTER TRUST RECORDED TIME: 09:22 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 05/08/17 BOOK: 631 NUMBER PAGES : 6	N TOWN OF BERRYVILLE N/A N/A, XX. 00000 0000 PAGE: 618 MAP: 145251B	N .00	DBS	100%
08/07/18	181376	AC ECHOLS TRUSTEE RECORDED TIME: 09:25 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 00/00/00 BOOK: 631 NUMBER PAGES : 2	N TOWN OF BERRYVILLE N/A N/A, XX. 00000 0000 PAGE: 30 MAP:	N .00	OPM	100%
08/07/18	181377	BERRYVILLE AL RECORDED TIME: 09:29 DESCRIPTION 1: DATE OF DEED : 00/00/00 BOOK: 631 NUMBER PAGES : 3	N TOWN OF BERRYVILLE N/A N/A, XX. 00000 0000 PAGE: 32 MAP:	N .00	OPM	100%
08/07/18	181380	HART, JANE A RECORDED TIME: 13:17 DESCRIPTION 1: BATTLETOWN DIST DATE OF DEED : 00/00/00 BOOK: 631 NUMBER PAGES : 2	N LAM, JEFFREY B 2247 PARSHALL RD BERRYVILLE, VA. 22611 PAGE: 639 638 MAP: 24-4-31 24-4-8	N 650,000.00	DBS	100%

\$1,333,300  
w/imprv.

\$335,400  
w/imprv.

308,200 w/imprv

336,900  
w/imprv

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RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
08/07/18	181383	HUBBARD, SCOTT RECORDED TIME: 13:23 DESCRIPTION 1: LONGMARSH DIST DATE OF DEED : 00/00/00 BOOK: 631 NUMBER PAGES : 2	N PLEDGIE, STEPHEN T 20 CRAIGS RUN CT BERRYVILLE, VA. 22611 PAGE: 653 MAP: 14A0-2-57	N 630,000.00	DBS	100% \$524,500 w/imprv.
08/07/18	181384	DUNCAN, ERNEST RECORDED TIME: 15:20 DESCRIPTION 1: GREENWAY DISTRCT DATE OF DEED : 07/23/18 BOOK: 631 NUMBER PAGES : 3	N AUTHIER, PIERRE 7193 HOWELLSVILLE RD BOYCE, VA. 22620 PAGE: 667 MAP: 37A274	N 335,000.00	DBS	100% \$280,500 w/imprv.
08/09/18	181388	ROELKER, DANIEL J; ETAL RECORDED TIME: 12:43 DESCRIPTION 1: CHAPEL DISTRICT DATE OF DEED : 08/03/18 BOOK: 631 NUMBER PAGES : 3	N ARMENTROUT, KENNETH E 155 SUMMERVILLE ROAD BOYCE, VA. 22620 PAGE: 695 MAP: 21-A-12	N 355,000.00	DBS	100% \$224,300 w/imprv.
08/10/18	181401	BACKWOODS PROPERTIES LLC RECORDED TIME: 12:40 DESCRIPTION 1: CHAPEL DISTRICT, 0.6315 ACRES DATE OF DEED : 08/10/18 BOOK: 631 NUMBER PAGES : 2	N FIGUEROA, LEONEL CRUZ; ETAL 1627 HENRY AVENUE WINCHESTER, VA. 22601 PAGE: 733 MAP: 21A2-A-29	N 75,000.00	DBS	100% \$78,900 w/imprv.
08/10/18	181404	LOMBARDO, VICTOR RECORDED TIME: 16:10 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 08/10/18 BOOK: 631 NUMBER PAGES : 2	N NEELEY, ROBERT 417 FREMONT COURT BERRYVILLE, VA. 22611 PAGE: 744 MAP: 14A7199	N 408,000.00	DBS	100% \$375,000 w/imprv.
08/13/18	181408	JACOBSON, LEROY RECORDED TIME: 11:00 DESCRIPTION 1: PLAT MAP DATE OF DEED : 00/00/00 BOOK: 13 NUMBER PAGES : 1	N JACOBSON, JEFFREY N/A N/A, XX. 00000 0000 PAGE: 35 MAP: 314C	N .00	OPM	100%
08/13/18	181409	JACOBSON, LEROY RECORDED TIME: 11:01 DESCRIPTION 1: LONGMARSH DISTRICT BOUNDARY LINE ADJ DATE OF DEED : 07/30/18 BOOK: 631 NUMBER PAGES : 4	N JACOBSON, JEFFREY N/A N/A, XX. 00000 0000 PAGE: 764 MAP: 13141C	N .00	DBS	100%
08/13/18	181420	FERRELL, BRIAN RECORDED TIME: 15:43 DESCRIPTION 1: DATE OF DEED : 07/18/18 BOOK: 631 NUMBER PAGES : 2	N FERRELL BROTHERS LLC 1384 ELLERSLIE DRIVE BERRYVILLE, VA. 22611 PAGE: 816 MAP: 23A54E	N .00	DBS	100%

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RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
08/14/18 ✓	181425	SMITH, DOUGLAS MATTHEW RECORDED TIME: 10:55 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 00/00/00 BOOK: 631 NUMBER PAGES : 3	N SMITH, DOUGLAS 300 STAYMAN DR BERRYVILLE, VA. 22611 PAGE: 851 MAP:	N .00	DG	100%
08/14/18 ✓	181427	GONZALEZ, AARON A; ETUX RECORDED TIME: 12:35 DESCRIPTION 1: TOWN OF BERRYVILLE, LOT 20 DATE OF DEED : 07/23/18 BOOK: 631 NUMBER PAGES : 3	N GONZALEZ, AARON A 3 TURNER COURT BERRYVILLE, VA. 22611 PAGE: 855 MAP: 14A9-1-20	N .00	DBS	100%
08/16/18 ✓	181434	EQUITY TRUSTEES LLC RECORDED TIME: 12:05 DESCRIPTION 1: BATTLETOWN DISTRICT DATE OF DEED : 07/13/18 BOOK: 631 NUMBER PAGES : 3	N LEEDS, CAROLYN 497 KINSKY LANE BERRYVILLE, VA. 22611 PAGE: 905 MAP: 24112	N 408,000.00	DBS	100% \$391,900 w/imprv.
08/16/18 ✓	181435	GARCIA JR, JOSE C RECORDED TIME: 15:10 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 08/03/18 BOOK: 631 NUMBER PAGES : 2	N DAVALOS, MICHAELS 206 DORSEY ST BERRYVILLE, VA. 22611 PAGE: 908 MAP: 14A11219	N 335,000.00	DBS	100% \$252,400 w/imprv.
08/17/18 ✗	181437	HERNANDEZ, ASHLEY RENEE RECORDED TIME: 10:00 DESCRIPTION 1: NAME CHANGE PERSUANT TO DIVORCE DATE OF DEED : 00/00/00 BOOK: 631 NUMBER PAGES : 2	N LOCKHART, ASHLEY RENEE N/A N/A, XX. 00000 0000 PAGE: 921 MAP:	N .00	ONC	100%
08/17/18 ✓	181442	WILLS, MICHAEL J; ETUX RECORDED TIME: 12:30 DESCRIPTION 1: GREENWAY DISTRICT DATE OF DEED : 08/15/18 BOOK: 631 NUMBER PAGES : 3	N LAVELLE, COREY CHARLES; ETUX 122 MANOR ROAD FRONT ROYAL, VA. 22630 PAGE: 929 MAP: 37A3-A-F	N 399,900.00	DBS	100% \$270,500 w/imprv.
08/17/18 ✓	181445	JACKSON, REUBEN RECORDED TIME: 16:18 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 07/15/18 BOOK: 631 NUMBER PAGES : 2	N JACKSON, LISA 332 WEST MAIN ST BERRYVILLE, VA. 22611 PAGE: 958 MAP: 14A1A3	N .00	DG	100%
08/17/18 ✓	181446	ENGELHART, ROGER C RECORDED TIME: 16:21 DESCRIPTION 1: BATTLETOWN DISTRICT DATE OF DEED : 08/16/18 BOOK: 631 NUMBER PAGES : 2	N GARBE, JANET EMMA 32668 MOUNT WEATHER RD BLUEMONT, VA. 20135 PAGE: 960 MAP: 34A4	N 225,000.00	DBS	100% \$172,300 w/imprv.

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08/20/18	180000499	MELVIN, PHYLLIS RECORDED TIME: 12:13 DESCRIPTION 1: PROBATE DATE OF DEED : 08/20/18 BOOK: 102 NUMBER PAGES : 4	N/A N/A PAGE: 103 MAP:	.00	PROBATE	00%
08/20/18	181454	TAYLOR, PHILIP E RECORDED TIME: 12:40 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 08/17/18 BOOK: 631 NUMBER PAGES : 3	N GABRIEL, CHRISTIAN JOHN; ETUX N 108 CHAMBERLAIN CT WINCHESTER, VA. 22603 PAGE: 986 MAP: 26-A-137	300,000.00	DBS	100% \$427,800 w/imprv.
08/20/18	181455	RUSSELL, THOMAS D; ETUX RECORDED TIME: 12:41 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 07/23/18 BOOK: 631 NUMBER PAGES : 3	N KING, RODNEY LEE; ETUX N 300 HARRIMAN BERRYVILLE, VA. 22611 PAGE: 989 MAP: 14A8-3-86	440,000.00	DBS	100% \$454,000 w/imprv.
08/20/18	181463	PERETZ, YOUNG RECORDED TIME: 16:02 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 08/16/18 BOOK: 632 NUMBER PAGES : 2	N YOUNG, SHERMAN N 500 WEST MAIN ST BERRYVILLE, VA. 22611 PAGE: 07 MAP: 14A8	280,000.00	DBS	100% \$201,200 w/imprv.
08/21/18	181464	POE, GLEN RAYMOND RECORDED TIME: 09:38 DESCRIPTION 1: BATTLETOWN DISTRICT, 2.2881 ACRES, PINE GROVE RESTAURANT DATE OF DEED : 08/17/18 BOOK: 632 NUMBER PAGES : 2	N RUMEL INC N P O BOX 9 PURCELLVILLE, VA. 20134 PAGE: 9 MAP: 26-A-86	250,000.00	DBS	100% \$300,100 w/imprv.
08/21/18	181465	MAUME, GAIL RECORDED TIME: 12:23 DESCRIPTION 1: DATE OF DEED : 00/00/00 BOOK: 13 NUMBER PAGES : 1	N NAYNE, GAIL N N/A PAGE: 36 MAP:	.00	OPM	100%
08/21/18	181466	ISGL PROPERTIES LLC RECORDED TIME: 14:00 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 08/17/18 BOOK: 632 NUMBER PAGES : 2	N SNYDER, EILEEN N 6 BEL VOI DRIVE BERRYVILLE, VA. 22611 PAGE: 11 MAP: 14A31F3	315,000.00	DBS	100% \$199,800 w/imprv.
08/21/18	181468	MCDONALD, JANET RECORDED TIME: 14:25 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 08/20/18 BOOK: 632 NUMBER PAGES : 5	N STAUB, CHRISTOPHER N PO BOX 94 ROUND HILL, VA. 20141 0000 PAGE: 28 MAP: 14A2A111	123,570.00	DBS	100% \$93,100 w/imprv.



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RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
08/22/18	181470	BEACHMARK CONST. RECORDED TIME: 10:55 DESCRIPTION 1: BATTLETOWN DISTRICT DATE OF DEED : 08/21/18 BOOK: 632 NUMBER PAGES : 3	N MELINIKOFF, CARYN 254 GOOD SHEPHERD RD BERRYVILLE, VA. 22611 PAGE: 53 MAP: 26BA4	N 225,000.00 \$111,900	DBS	100%
08/22/18	181473	DEASON, JONATHAN RECORDED TIME: 15:30 DESCRIPTION 1: CHAPEL DISTRICT DATE OF DEED : 08/20/18 BOOK: 632 NUMBER PAGES : 3	N LACAZE, JULIEN 1162 JOHN MOSBY HWY PARIS, VA. 20130 PAGE: 74 MAP: 39-A-67	N 268,500.00 \$245,200 assessed \$268,500 w/imprv.	DBS	100%
08/23/18	181483	MASSEY, ALLISON RECORDED TIME: 13:48 DESCRIPTION 1: LOT 20, GREENWAY DIST DATE OF DEED : 00/00/00 BOOK: 632 NUMBER PAGES : 2	N ZENDEL, SHERRY 128 BURCH LANE BOYCE, VA. 22620 PAGE: 107 MAP: 30-1-30	N 467,500.00 \$392,700 w/imprv.	DBS	100%
08/23/18	181485	SMITH, DOUGLAS BRYCE RECORDED TIME: 14:34 DESCRIPTION 1: CHAPEL DIST DATE OF DEED : 00/00/00 BOOK: 632 NUMBER PAGES : 2	N DEISBECK, DAVIDALLEN 3355 CALMES NECK LN BOYCE, VA. 22620 PAGE: 132 MAP: 31-1-30 31-1-31	N 379,600.00 \$299,000 assessed value	DBS	100%
08/24/18	181491	DAUGHTREY, THOMAS RECORDED TIME: 12:27 DESCRIPTION 1: DATE OF DEED : 08/23/18 BOOK: 632 NUMBER PAGES : 2	N GLOSS, CALVIN 3056 SWIFT SHOALS RD BOYCE, VA. 22620 PAGE: 174 MAP: 38A15B	N 780,000.00 \$475,900 w/imprv.	DBS	100%
08/27/18	181502	DOWNES, ERNEST C RECORDED TIME: 13:56 DESCRIPTION 1: CHAPEL DIST DATE OF DEED : 00/00/00 BOOK: 632 NUMBER PAGES : 2	N HICKORY KNOB, LLC 1007 CALMES NECK LANE BOYCE, VA. 22620 PAGE: 220 MAP:	N 850,000.00	DBS	100%
08/28/18	181507	MALYSHEV, PETER RECORDED TIME: 14:02 DESCRIPTION 1: PLATS MAP DATE OF DEED : 00/00/00 BOOK: 632 NUMBER PAGES : 3	N CHASE, JOSEPH N/A N/A, XX. 00000 0000 PAGE: 228 MAP: 26A143	.00	PM	100%
08/28/18	181511	RUSSELL, GORDON RECORDED TIME: 14:48 DESCRIPTION 1: DATE OF DEED : 00/00/00 BOOK: 632 NUMBER PAGES : 2	N RUSSELL, JEAN MARIE 1542 CHILLY HOLLOW RD BERRYVILLE, VA. 22611 PAGE: 243 MAP: 24A30E	.00	DG	100%

31-1-30 \$269,600  
w/imprv  
31-1-31 \$110,000  
vac

\$379,600

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08/29/18 ✓	181514	PRO-TEC BUILDERS LLC RECORDED TIME: 09:20 DESCRIPTION 1: BATTLETOWN DISTRICT, SHEN RET, LOTS 53 - 55 DATE OF DEED : 08/23/18 BOOK: 632 NUMBER PAGES : 3	N WEAVER, PAMELA 535 ALDER LANE BLUEMONT, VA. 20135 PAGE: 269 MAP: 17A2-12-53	N 335,000.00	DBS	100% \$250,900 W/IMPV.
08/29/18 ✓	181517	PROJECT HOPE RECORDED TIME: 11:45 DESCRIPTION 1: DATE OF DEED : 00/00/00 BOOK: 13 NUMBER PAGES : 1	N WILLIAMS III, GEORGE N/A N/A, XX. 00000 0000 PAGE: 37 MAP:	N .00	OPM	100%
08/29/18 ✓	181518	PROJECT HOPE RECORDED TIME: 11:46 DESCRIPTION 1: BOUNDARY LINE ADJUSTMENT DATE OF DEED : 08/27/18 BOOK: 632 NUMBER PAGES : 3	N WILLIAMS III, GEORGE 5422 ALBIA RD BETHESDA, MD. 20816 PAGE: 287 MAP: 30-A-15 30-A-16A	N 13,841.50	DBL	100% 185,100 VAC
08/29/18 ✓	181519	PROJECT HOPE RECORDED TIME: 11:48 DESCRIPTION 1: CHAPEL DISTRICT DATE OF DEED : 08/27/18 BOOK: 632 NUMBER PAGES : 9	N WILLIAMS III, GEORGE 5422 ALBIA RD BETHESDA, MD. 20816 PAGE: 290 MAP: 30-A-30	N 676,627.05	DBS	100% 613,200 VAC
08/30/18	181522	INDIE DEVELOPMENT RECORDED TIME: 09:41 DESCRIPTION 1: DATE OF DEED : 04/17/18 BOOK: 632 NUMBER PAGES : 6	N FOSTER, JEFF 21160 C1 SOUTH LAKES DR RESTON, VA. 20191 PAGE: 306 MAP: 30A20B	N .00	DBL	100%
08/30/18	181521	FOSTER, JEFF RECORDED TIME: 09:42 DESCRIPTION 1: DATE OF DEED : 04/25/18 BOOK: 632 NUMBER PAGES : 4	N INDIE DEVELOPMENT LLC 21160C1 SOUTHLAKES DR RESTON, VA. 20191 PAGE: 302 MAP:	N .00	DBL	100%
08/31/18 ✓	18528	MORRIS-MCNAIR RECORDED TIME: 11:05 DESCRIPTION 1: BATTLETOWN DISTRICT DATE OF DEED : 08/28/18 BOOK: 632 NUMBER PAGES : 2	N AMHERMAN, AMY PO BOX 132 MILLWOOD, VA. 22646 PAGE: 317 MAP: 14A58	N 525,000.00	DBS	100% 448,700 VAC
08/31/18 ✓	181532	LOCKE AND COMPANY RECORDED TIME: 12:00 DESCRIPTION 1: DATE OF DEED : 00/00/00 BOOK: 13 NUMBER PAGES : 1	N LOCKE AND COMPANY N/A N/A, XX. 00000 0000 PAGE: 38 MAP: 30A-A-56	N .00	OPM	100%

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

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
08/31/18	181533	SHIFFLETT, THOMAS E RECORDED TIME: 12:55 DESCRIPTION 1: CHAPEL DISTRICT, TRACT 3, 5.53 ACRES DATE OF DEED : 08/31/18 BOOK: 632 NUMBER PAGES : 2	N MARCEY, MARCELA 224 BARKER LANE BLUEMONT, VA. 20135 PAGE: 355 MAP: 33-4-3	N 415,000.00	DBS	100%
						\$366,000 w/imprv.
08/31/18	181534	BAILEY, DAVID M; ETUX RECORDED TIME: 13:05 DESCRIPTION 1: GREENWAY DIST DATE OF DEED : 00/00/00 BOOK: 632 NUMBER PAGES : 2	Y BAILEY, DAVID M 133 E MAIN ST BOYCE, VA. 22620 PAGE: 373 MAP:	Y .00	DBS	100%
08/31/18	181539	PEYTON, STEPHEN LEE RECORDED TIME: 14:10 DESCRIPTION 1: BATTLETOWN DISTRICT DATE OF DEED : 08/30/18 BOOK: 632 NUMBER PAGES : 3	N BOWMAN, GEOFFREY 136 ROSE HILL LANE BERRYVILLE, VA. 22611 PAGE: 401 MAP: 6-1-3	N 544,900.00	DBS	100%
						\$396,100 w/imprv.
08/31/18	181544	GARRETT, DANIEL RECORDED TIME: 16:20 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 08/30/18 BOOK: 632 NUMBER PAGES : 2	N FRAYSHER, CAROL 303 ARCHER CT BERRYVILLE, VA. 22611 PAGE: 445 MAP: 14A7442	N 349,200.00	DBS	100%
						\$312,400 w/imprv.

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

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

\*\*\*\*\* DEEDS TRANSFER UPON DEATH \*\*\*\*\*

08/07/18 181373 GARCIA, JOSE C; JR N GARCIA, DENA N .00 DTD 100%  
RECORDED TIME: 09:02 748 MCGUIRE CIRCLE BERRYVILLE, VA. 22611  
DESCRIPTION 1: TOWN OF BERRYVILLE, LOTS 18 & 19  
DATE OF DEED : 08/03/18 BOOK: 631 PAGE: 609 MAP: 14A1-12-19 PIN:  
NUMBER PAGES : 3

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

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
***** COUNTY DEEDS OF CORRECTION *****						
08/13/18	181411	HARDY, MARGARET RECORDED TIME: 13:35 DESCRIPTION 1: DATE OF DEED : 08/01/18 BOOK: 631 NUMBER PAGES : 4	N KELLER, BRIAN 306 WHITE OAK LANE BLUEMONT, VA. 20135 PAGE: 769 MAP: 17A214-35 PIN:	N .00	COR	100%
08/13/18	181412	HARDY, MARGARET RECORDED TIME: 13:42 DESCRIPTION 1: DEED OF CORR DATE OF DEED : 08/01/18 BOOK: 631 NUMBER PAGES : 4	N HAMMETT, CHARLES A 246 LAUREL LANE BLUEMONT, VA. 20135 PAGE: 773 MAP: 17A152 PIN:	N .00	COR	100%
08/14/18	181430	BUCKMARSH ENTERPRISES RECORDED TIME: 14:02 DESCRIPTION 1: DATE OF DEED : 00/00/00 BOOK: 631 NUMBER PAGES : 9	N RIDGEWAY, BRETT 12038 AXLINE RD LOVETTSVILLE, VA. 20180 PAGE: 888 MAP: 14A1A53 PIN:	N .00	COR	100%

TOTAL COUNTY DEEDS OF PARTITION AND CONVEYANCE: 60  
 TOTAL NUMBER OF COUNTY DEEDS OF CORRECTION : 3  
 TOTAL NUMBER OF COUNTY WILL/FIDUCIARY : 1

**Clarke County Fire & EMS  
FY 18-19 Closing Balance Summary**

Description	Jul-18	Aug-18	Sep-18	Oct-18	YTD Totals
<b>Billable Calls</b>					
Enders (Co 1)	63	71	82		216
Boyce (Co 4)	12	6	17		35
Blue Ridge (Co 8)	12	7	6		25
<b>Total # of Billable Calls</b>	<b>87</b>	<b>84</b>	<b>105</b>	<b>0</b>	<b>276</b>
ALS Trips Billed	29	36	40		105
BLS Trips Billed	52	37	47		136
TNT Trips Billed	6	11	18		35
<b>Total</b>	<b>87</b>	<b>84</b>	<b>105</b>	<b>0</b>	<b>276</b>
<b>Calls Dispatched</b>					
Co 1 Career	39	44	42		125
Co 1 Volunteer	2	7	9		18
Co 1 Split	33	42	40		115
Co 4 Career	6	6	1		13
Co 4 Volunteer	4	2	6		12
Co 4 Split	9	6	13		28
Co 8 Career	0	3	2		5
Co 8 Volunteer	12	9	11		32
Co 8 Split	9	8	6		23
Unknown	9	14	17		40
<b>Total # of Calls Dispatched</b>	<b>123</b>	<b>141</b>	<b>147</b>	<b>0</b>	<b>411</b>
Patient Payments	\$607.00	\$916.10	\$1,037.91		\$2,561.01
TNT Payments	\$0.00	\$150.00	\$735.00		\$885.00
<b>Total Payments</b>	<b>\$31,182.15</b>	<b>\$31,619.95</b>	<b>\$27,322.55</b>		<b>\$90,124.65</b>

## Director's Report to the Library Board August 2018

Submitted September 18, 2018

### *Valley Reads Summer Reading Program*

The Valley Reads Summer Reading Program for children, teens and adults was a regional attraction and success. Using the Beanstack online software assisted staff and customers to track reading progress. Local businesses generously lent their support providing items to be included in cellophane gift wrapped baskets and awarded as raffle prizes.

The top participants were announced at the Finale event on August 11 held at Bowman Library. Collectively, 2,012 participants read 17,312 hours. Pre-readers logged 19,048 books!



*A happy young patron was the winner of a set of Diary of a Wimpy Kid books with coupons & a notebook from local businesses.*

### *Fox 5 visits Handley!*

WTTG Fox 5 came out to Winchester for one of its "Zip Trips" and the Handley Library was featured during two of reporter Tucker Barnes' segments. One interview took place in front of Handley Library after its recent restoration cleaning and the other was an inside interview with the Director, John Huddy, on the history of the Library, Judge Handley, Dorothy Robinson, fun programs and services the libraries provide and that our ghosts are in fact "friendly ghosts".



## **Libraries in the News**

A report quote by the Institute of Museum and Library Services released August 2, 2018 states:

### **People Visited Public Libraries More Than a Billion Times in 2015**

“In today’s rapidly changing information environment, public libraries are flexing and responding to their communities,” said IMLS Director Dr. Kathryn K. Matthew. “We see this across indicators of resources, services, and usage. Our findings show robust use of reference services, the addition of more e-books and audiovisual materials to collections, and increased use of public access computers, for example. Libraries are offering more programs on everything from early childhood to workforce resources, and public participation is also rising.”

The 2015 report includes the following findings:

- Nearly 311 million Americans lived within a public library service area in 2015, an increase from 306 million in 2014.
- In 2015, there were 1.39 billion visits to public libraries or 4.48 visits per person.
- Public libraries offered 4.7 million programs in 2015, attended by nearly 107 million people, 5 million more attendees than the previous year.
- Public libraries made 1.31 billion collection items available to patrons and provided access to over a quarter million internet computers.

### ***Community Partnerships***

- Barefoot Puppets
- Belle Grove Plantation
- Blue Ridge Dog Training Club
- Blue Plate Books
- Clarke County Parks & Recreation
- Classical Conversation
- Community Music School of the Piedmont
- Ron Collins, Tampa Taiko Drums
- Four-Color Fantasies
- Jim Gill, Musician
- John Handley High School
- Johnny-O, Tricky-Person
- Sara Jones, writer
- La Leche League, Natasha Ossinova
- Little Gym of Winchester
- Little Hands to Little Hearts
- Master Gardeners from the Virginia Cooperative Extension Service
- Museum of the Shenandoah Valley
- Shenandoah Valley Chess Club
- Shenandoah Valley Discovery Museum
- Shine Yoga
- Stephens City Chess Club
- Tinkergarten



- Virginia Commission of the Arts
- Virginia Cooperative Extension
- Virginia State Parks
- Winchester Chapter of the Embroidery Guild of America, Tapestry Project
- Winchester Book Gallery
- Winchester City Sheriff's Office

***Outreach—where library staff went***

Apple Pie Ridge Elementary  
 Middletown Elementary  
 Mountain View Christian Academy  
 Museum of the Shenandoah Valley  
 Orchard View Elementary  
 Stonewall Elementary

**Adult Services, Adrienne Davis**

Over 250 people registered for the Adult Summer Reading 2018 “Reading Takes You Everywhere” Program at Handley Regional Library, which ran from Memorial Day through Labor Day. Reading logs earned participants Book Bucks (redeemable at the Friends of HRL Book Sale in October) and entries for prizes. In addition to a Grand Prize - two seats on the *One Book, One Community* bus tour to New York City (a \$300 value) - five additional prizes were drawn:

1. Season pass to Virginia State Parks (a \$66 value)
2. \$45 gift card to Blue Plate Books
3. \$45 gift card to Winchester Book Gallery
4. \$45 Amazon gift card
5. Handley Regional Library book bag with \$25 in Book Bucks

Adult Summer Reading Program 2018 also included special programming for the first time: The *Later in the Library* event in June to launch the program and a four part “Cooking Takes You Everywhere” Lunch and Learn series which was a feature article in the Winchester star!

**Bowman Operations, Kim Bean**

Preparations for the new Bowman Library video game collection were completed this month. Each of the 63 games in the collection required original cataloging and processing with a duplicate case system. Most of the games are rated E for Everyone, with a few games rated T for Teen, and M for Mature. The collection is now available for checkout by patrons.

We delivered 200 paperback books to the Northwestern Regional Detention Center on August 7. In appreciation for this continuing service, Lieutenant Tana Jones sent us a thank-you card: “Thank you for the support the Bowman Library has shown us here at the jail. The inmates are very appreciative of the new books that we are able to stock the book carts with. Our library has come a long way and I wanted to express my appreciation.”

### **Youth Services, Donna Hughes**

Katie Moss was a \$1,000 grant recipient from the Freedom to Read Foundation. These funds will assist in putting on an Edible Banned Books Festival on September 24 during ALA's Banned Books Week to support the Literacy Volunteers of the Winchester Area.

The Winchester Royals baseball team visited Bowman and Handley Libraries to meet with their fans and talk about their sport, their positions on the team, and read stories to the children.

Family Melody, led by Cheryl Costello, brought the music and history of settling the West by the Transcontinental Railroad and those seeking gold during the Gold Rush era.

Wildlife Ambassadors brought live animals to Clarke County Library to talk about their habitats.

"The Sound of Science" with the Franklin Institute Science Museum captivated families of all ages on Saturday, July 14. In the Robinson Auditorium they learned about everything from fire tornadoes to a floating cloud.

The "Cooking Takes You Everywhere" series at Handley Library began this month. Fifteen elementary children "traveled" to a different part of the world to learn more about the cuisine. Groups made different dishes from carefully dicing ingredients to mixing the final concoction that pulled the dish together. A book display about the country/region accompanied the program each week highlighting Italy, France and Mexico.

### **Business Manager and Handley Operations, Ann White**

Updates on the Robinson Projects:

- Touchscreen digital kiosk: Matt Swain is coordinating with Fast Signs for training on setup and design.
- Staff Computer replacement: The purchase order for phase two was issued in August and all items were received. The last (third) phase should be installed by the end of November.
- Wireless / On-demand printing: We are still awaiting the arrival of these devices. But, we are getting closer and anticipate a soft implementation at the Handley branch in late September. The target date for having the system up and running at both Handley and Bowman and ready for publicity is December, but could possibly be sooner.
- Paylocity: Paylocity services will be implemented in four phases. The second phase, online new hire onboarding is scheduled to be implemented the first week of September. We anticipate implementing the recruitment module in late September and then the time and attendance module in October. Once all modules are in place, employees will also use their account to clock in and out and place leave requests.
- Winchester City Capital Repair Project: Perry Eisenach visited Handley Library on August 3<sup>rd</sup>. He indicated that the city will be putting the project out to bid in December and that they anticipate beginning the project in the Spring.

Financial Updates:

Annual audit is underway. The auditors were onsite August 6<sup>th</sup> to 10<sup>th</sup>. The Finance Committee should receive a draft of the audit in late September and the final audit report should be presented just prior to the October board meeting.

**Friends of Handley Regional Library, Barbara Dickinson**

Tours of Handley Library continue to be very popular; one group was made up of 51 visitors! The Library Shop, managed by volunteers of the Friends, is visited by many of out-of-town guests who enjoy purchasing a Handley Library souvenir or a book to read as they continue their travels.

**Circulation/Outreach Services, Mary Anton**

Congratulations to Mary, Handley's Circulation Services Division Head, who was accepted into the 2019 Community Leadership Program!

Mary worked with Jeff Beavers on several issues, including wording for the RFID RFP as well as layout of system components at each location; launchpad borrowing policies; and updates to the wifi checkout paperwork.

**Clarke County Library, Laurine Kennedy**

The Clarke Advisory Council once again voted to give a donation to the Barns of Rose Hill. The Barns continues to be very supportive of the Library.

Plans are being made with the Director of the Clarke Historical Association to have Trivia Night monthly through the school year. It's a popular event and brings many people out to learn about our library.

**Archives, Becky Ebert**

The Archives Digitization Project is making great progress. Our digital collections are now linked with WorldCat which allows a greater number of people to view them. The James Wood Collection was a featured collection for August on the CONTENTdm website and also appeared on the OCLC Twitter, Facebook and Instagram pages. This has led to an increase of users, not just in the state of Virginia, but throughout the United States, and globally, as seen in Google Analytics. More material is added every month and we look forward to its continued use. This project is sponsored by the Robinson Fund.

# 11th Annual Handley Harvest Hoedown



Join us for:

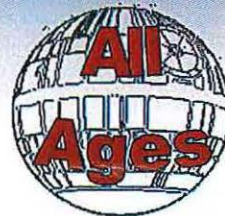
- Puppet Show
- Face Painting
- Games

Children can dress in costume!

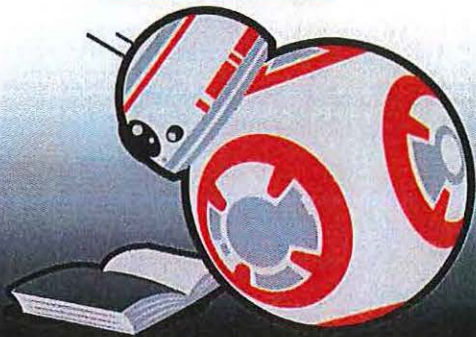
OCT 15 4:30 - 6:30

# STAR WARS READS DAY

A Public Library Serving Winchester, Radford, and Clarke Counties



Dress as your favorite character!



## Use the Force for Reading!

Join us at the Bowman Library for a Star Wars Storytime for all ages, including activities and crafts!

October 6<sup>th</sup> at 11:00 a.m.




**PUTTING YOUR GARDEN TO BED**  
 W/ MASTER GARDENER BOB GAIL

[WWW.HANDLEYREGIONAL.ORG](http://WWW.HANDLEYREGIONAL.ORG)

**OCTOBER 15TH  
 6 PM**      **BOWMAN LIBRARY**

**REGISTRATION REQUIRED\***




**THE FRIENDS WASHINGTON, DC BUS TRIP**  
 Wednesday, November 7, 2018  
**\$25 REGISTRATION FEE**

**Click for Details**


Visit One of Four Locations:  
 DAR Library, The National Archives,  
 The Library of Congress, The National Gallery of Art

**HANDLEY REGIONAL LIBRARY**      **FRIENDS**  
 Of Handley Regional Library

**Free!**      **Handley Library Sept. 27 & Bowman Library Oct. 2**  
**FLU SHOT & HEALTH SCREENING**



**All members of the public are invited.**      **AGES 18+**      **Sinclair Health Clinic**




**ALL AGES**

**SENSORY SENSITIVE STORYTIME**  
**SATURDAYS @ 11:30AM**  
**HANDLEY BENHAM GALLERY**

Enjoy an inclusive program geared especially for children on the autism spectrum and those with sensory integration challenges.

**REGISTRATION REQUIRED**

**HANDLEY REGIONAL LIBRARY**



## 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
Apr-18	21	84	174	1151
May-18	22	88	197	1469
Jun-18	21	84	203	1257
Jul-18	21	84	195	1321
Aug-18	23	92	233	1443

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

**Work Plan Items Completed to Date:**

- Step 1 – Adopt Work Plan, Project Policies and Timeline
- Step 3 – Approve Framework for Draft Ordinances.

**Work Plan Items in Process:**

- Step 2 -- Discuss and Provide Formal Direction on Policy Issues. Six Policy and Technical Issues remain for the Ordinances Committee’s review, all of which are currently under review by the County Attorney. Given the nature of these remaining issues, Staff is comfortable with proceeding with drafting the revisions.

Since the last progress report, the Committee met once on September 7 to review and provide further direction to Staff on three previously addressed policy issues.

- Step 4 -- Present Draft Ordinance Text by Chapter and by Subject. Staff has begun work on drafting the revisions which will be presented in increments to the Committee upon completion. Work underway as of the drafting of this report includes:
  - Development of the Combined Definitions article including moving all uses definitions to the new Uses Chapter of the Zoning Ordinance.
  - Development of the new Uses Chapter including combining all existing definitions and supplementary regulations (to be referred to as “use regulations”) and making edits as recommended by the Committee.

**Upcoming Meetings Scheduled:**

- #19, Wednesday, October 10 (10:00AM)

**Other Staff Items in Process:**

- County Attorney review of previous policy issues
- Initial development of the Guidance Manual outline
- Revise Work Plan upon completion of Step 2