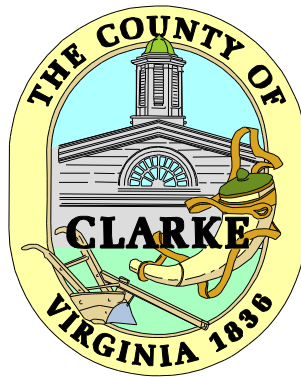


Clarke County Board of Supervisors



Regular Meeting Packet

April 19, 2016



Clarke County Board of Supervisors Regular Meeting Agenda

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

Item	April 19, 2016	Packet Page
Afternoon Session 1:00 PM		
1. Call To Order		5
2. Adoption Of Agenda		6
3. Citizen's Comment Period		7
4. VDOT Update		8
5. Hunt Country Cluster [at Historic Long Branch] Large, 3-Year Special Event Permit Application. Action: Set Public Hearing Tuesday, May 17, 2016 at 6:30 pm or as soon thereafter as the matter may be heard.		9
6. Revised Berryville Area Plan Discussion. Action: Consider modification and/or approval.		33
7. Approval of Minutes. Action: Approve the following minutes:		
– February 16, 2016 Regular Meeting		34
– March 15, 2016 Regular Meeting		76
8. Consent Agenda. Action: Approve the following items:		119
– 2016-03R Resolution of Appreciation and Recognition of Service Wilson Kirby		120
– 2016-05R Resolution of Appreciation and Recognition of Service Dwight Brown		121
– Conservation Easement Digges Boundary Line Adjustment		122
9. Board of Supervisors Personnel Committee		128
A. Expiration of Term for appointments expiring through July 2016. Action: Adopt Personnel Committee recommendations:		129
– Reappoint Brandon Stidham to the Northern Shenandoah Valley Regional Commission to serve a three-year term expiring January 31, 2019.		
– Reappoint Nancy Foster Clarke County Library Advisory Council to serve a four-year term expiring April 15, 2020.		
B. Personnel Policy Review. Action: Information only.		128
10. Board of Supervisors Work Session		140
A. Northwestern Regional Jail Authority Presentation. Action: Information only.		144
B. Potential Issue with "Waterworks" Regulations in Zoning Ordinance. Action: Information only.		158
C. Code of Clarke County, Virginia Proposed Amendment CC-2016-02 Chapter 24 Officers and Employees Article IV Employment, licensing and volunteer service; background check. Action: Set Public Hearing for Tuesday, May 17, 2016 at 6:30 pm or as soon thereafter as the matter may be heard.		160
D. Closed Session Pursuant to §2.2-3711-A7 Consultation with legal counsel and briefings		140

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

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Clarke County Board of Supervisors Regular Meeting Agenda

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

Item	April 19, 2016	Packet Page
	by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body; and consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. Action: Information only.	
11. Board of Supervisors Finance Items		162
1. FY2016 Supplemental Appropriations. Action: Adopt Finance Committee recommendations approval of the following:		162
a. Salary Increase Adjustments. The Finance Committee recommends the following: <i>"Be it resolved that the attached adjustments totaling \$49,696 be transferred from the personnel contingency to respective departments to cover the salary increase granted earlier this fiscal year"</i> .		163
b. Greenway Court. The following action is proposed: <i>"Be it resolved that the FY 16 General Government Capital Projects fund budget be increased \$33,900, and the same appropriated, and that revenue from the Commonwealth be recognized in the amount of \$23,900, and revenue from the Greenway Court Foundation recognized in the amount of \$10,000, all for the purpose of restoring the Greenway Court historic structures."</i>		162
2. Modification to Planning Fees and Request for Waiver. The Finance Committee heard a citizen request for refund of a portion of planning fees arising from a situation where a boundary line adjustment results in the need for a rezoning. This situation results in a fee that is disproportionate to the review time required by County staff. The Planning Director proposed bringing forward a recommendation for a new fee to cover such situations at the May Finance Committee. Since the Committee meeting it has become clear that the full fee has already been paid, though the check has not been cashed. Action: The Board should consider two options:		162
a. Grant a waiver now that would refund a portion of the fee, and consider the policy next month.		
b. Consider the policy next month, and adopt it with a retroactive clause that would ensure that this particular case was treated under the new policy, including a refund if applicable.		
3. Bills and Claims – Invoice History Report. Action: Accept March Bills and Claims – Invoice History Report.		168
4. Standing Reports		
Reconciliation of Appropriations		178
General Fund Balance		179
Expenditure Summary – YTD Budget Report		180
12. Joint Administrative Services Board Update by Tom Judge		190

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

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Clarke County Board of Supervisors Regular Meeting Agenda

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

Item	April 19, 2016	Packet Page
13. Government Projects Update		194
14. Miscellaneous		195
15. Summary Of Required Action		196
16. Board Member Committee Status Reports		197
17. Closed Session <i>[as necessary]</i>		198
18. Adjournment		199
<hr/>		
No Evening Session		
<hr/>		
Reports in April Packet:		200
1. Building Department		201
2. Commissioner of the Revenue		210
3. Fire & EMS		219
4. Handley Regional Library		220
5. Virginia Regional Transit		223

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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4/13/2016 12:50 PM

Clarke County Board of Supervisors

Call to Order

Clarke County Board of Supervisors

Adoption of Agenda

Clarke County Board of Supervisors

Citizen Comment Period

Clarke County Board of Supervisors

VDOT



County of Clarke
David Ash, County Administrator

Special Event Permit Application

To: Clarke County Board of Supervisors

Date: April 12, 2016

Name: The Hunt Country Cluster

Size: Large [8,500 over a five-day period]

Location: Historic Long Branch Plantation (Rt. 624 & 626) 830 Long Branch Lane Millwood, Virginia 2264

Dates: Multi-year: September 29, 30, October 1, 2, and 3, 2016 and years 2017 and 2018

Applicant / Event Director: Roger K. Riggins; Hunt Country Cluster Director Of Show Operations; For Warrenton Kennel Club, Inc., Old Dominion Kennel Club Of Northern Virginia, Inc., Charlottesville-Albemarle Kennel Club, Inc., and Middleburg Kennel Club, Inc.

History:

- 2006: First large one-year special event permit application approved.
- 2007: Second large one-year special event permit application approved.
- 2008: Third large one-year special event permit application approved.
- 2009: Fourth large one-year special event permit application approved.
- 2010: First large three-year special event permit application approved.
- 2013: Second large three-year special event permit application approved.
- 2016: Submission of third large three-year special event permit application for Board review.

Complaints / Issues: None 2006 to present.

Staff Recommendation: Set for public hearing on Tuesday, May 17, 2016, at 6:30 pm or as soon thereafter as the matter may be heard.



**County of Clarke
Application Special Event Permit
Code of Clarke County Chapter 57**

Special Event Permit Application

ROGER K. RIGGINS; HUNT COUNTRY CLUSTER DIRECTOR OF SHOW OPERATIONS; FOR

WARRENTON KENNEL CLUB, INC., OLD DOMINION KENNEL CLUB OF NORTHERN VIRGINIA, INC., CHARLOTTESVILLE-ALBEMARLE KENNEL CLUB, INC., AND MIDDLEBURG KENNEL CLUB, INC.

Applicant Name and Organization if applicable [Please Print]

10516 ELK RUN ROAD CATLETT, VIRGINIA 20119

Applicant/Organization Address [Please Print]

(540) 788-9992

N/A

RoleraFarm@aol.com

Telephone No.

Fax No.

Email Address

THE HUNT COUNTRY CLUSTER

Name of Event

HISTORIC LONG BRANCH PLANTATION (RT. 624 & 626) 830 LONG BRANCH LANE MILLWOOD, VIRGINIA 22646

Location of Event

Date[s]: SEPTEMBER 29, 30, OCTOBER 1, 2, and 3, 2016

Event No.:

If submitting application for multiple events, please number [1, 2, 3, etc.]

Estimate the number of Attendees (Maximum expected) 8,500 FOR ALL FIVE (5) DAYS

Total expected over entire timeframe, not the maximum at any one time. When calculating the number of persons attending an event, Code 57-2: Persons Attending an Event – The number of participants and spectators that is the cumulative total number of people entering the site of a Special Event on an Event Day. For Events with multiple consecutive Event Days, the Day with the greatest number of persons attending shall be used to determine whether an Event is Small, Medium, or Large.

§ 57-2 Special Event Type and § 57-5 Permit Fees

Yes No Multiple Events: Note: Multiple Event applications for special event permits may be submitted together for a single parcel of property.

Yes No Multiple Year: Note: No application for a special event may be filed more than one year before an event is to be held or before the first Event Day for applications for multiple special event permits, except for an application for a special event that is substantially the same as a special event that has been previously approved.

Yes No Has this/these event[s] been previously approved by the Board of Supervisors?

Type	Event	No. Events In Application	Fee
<input type="checkbox"/>	Small Special Event – Special Events for 150 to 499 persons attending five [5] or fewer event days per calendar year.	One [1] Event Two [2] or More Events In An Application Up to Five [5]	\$100 \$100 1st Event \$50 Each Event 2-5
<input type="checkbox"/>	Medium Special Event – Special Events for <u>150</u>	One [1] Event in Application	\$100

	to <u>499</u> persons attending with six [6] or more event days in a calendar year.	Two [2] or More Events In An Application	\$100 1st Event \$50 Each Event 2-9 + Cost of PH Notice
<input type="checkbox"/>	Medium Special Event – Special Events for <u>500</u> to <u>999</u> persons attending	Each Event	\$250 + Cost of PH Notice
<input checked="" type="checkbox"/>	Large Special Event – Special Events of 1000 or more persons attending an event.	Each Event	\$500 + Cost of PH Notice

Instructions and Notes:

- √ Make checks payable to Clarke County Treasurer.
- √ Attach check or receipt from the Treasurer with this form and include with application. If submitting for two or more events, attach to first event application only.
- √ Payment of the Special Event Permit Fee shall not eliminate or substitute for any requirement for any business license or any other permit(s) that may be required by any federal, state, or local statutes, ordinances, rules, or regulations. Applicants are responsible for insuring that all such permits, licenses, and certificates are obtained from the appropriate authority.

§ 57-4 Scaled Drawing

Medium and Large Events – attach drawing depicting the following: Small Event: Not required.

- (a) The areas for performances or activities and for grandstands or seats, showing the location of all aisles for pedestrian travel and other crowd-control measures.
- (b) All physical facilities existing or to be constructed on the premises, including, but not limited to, fences, ticket booths, grandstands, and stages.
- (c) The location, capacity, and nature of all temporary lighting, sound, and public address facilities.
- (d) The location, capacity, and nature of all temporary water, toilet, and all other public health-related facilities.
- (e) Vehicle ingress, egress, and parking plan, to include emergency vehicle access.

§ 57.7. Special Event Requirements

All Special Events shall comply with the following terms, conditions, and requirements, unless express exception is requested and granted in any permit issued. The Administrator may waive any of the following for Small Special Events based on circumstances unique to the proposed event.

Instructions: Answer all the following. Enter NA if you do not think issue is applicable. If completing the form on a computer place your answers in the blanks provided. If completing the form manually, attach a separate piece of paper and answer the questions in order.

General Information:

- a) **Event hours.** Unless specifically approved by the reviewing entity, no stage presentation, music, dance, or other performance or activity shall take place at a special event between the hours of 12:00 am and 7:00 am.

Date(s) and time(s) of the event: SEPTEMBER 29, 30, OCTOBER 1, 2, and 3, 2016 HOURS: 8:00 am to 7:00 pm

If multiple days, which day do you anticipate to have the highest attendance and an estimate of attendance: SUNDAY, OCTOBER 2; ESTIMATED ATTENDANCE 2,500

- b) Admission regulated.** The applicant shall regulate admission by ticket or other means acceptable to the County, so as to insure that the number of persons attending an event does not exceed the number allowed by terms of the permit. Copy of Ticket or badge of admission Attached **OR**

Statement of the plan for controlling admission to the event: RECORD OF FEE PAID AT THE GATE AND TOTAL ENTRIES OF DOGS

- c) Limits to attendance.** The applicant shall not sell, give, or distribute a greater number of tickets than the number that the permit allows to attend. The applicant shall not admit any persons to an outdoor event if such admission would result in a greater number of persons present than allowed by the permit. Total number of tickets to be offered for sale: _____

- p) Liability insurance.** The applicant shall provide evidence of adequate liability insurance. A certificate of insurance providing coverage in an amount of at least \$1 million dollars, naming the County of Clarke as an additional insured, and showing the date(s) of the event, shall have been received by the Administrator before an application is approved.

Certificate of insurance attached. No Yes

- r) Permission for Entry.** F1211-06D Attached. The applicant shall provide written permission for the Administrator, designee, all duly constituted law enforcement officers to enter the property at any time during the Special Event to determine compliance with the approved permit and the provisions of this chapter.

Adjoining Property Owners.

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

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

Health Department Notice and Approvals:

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

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

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

- ✓ Check here if you have not submitted your plan to the Health Department. Not attached
Note: County Administration will submit your application to the Health Department for review; however, the Event Permit cannot be approved until after the Health Department has approved the plan.

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

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

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

Statement of plan for providing sanitation facilities included in plan.: ONE (1) GRAY WATER DISPOSAL & PORT-A-JOHNS; TWENTY (20) STANDARD UNITS. TWO (2) HANDICAPPED UNITS WITH SERVICE ON FRI., SAT. & SUN., AND THREE (3) FREE-STANDING SINKS WITH SERVICE

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

Statement of plan for garbage, trash and sewage disposal included in plan.: TWO (2) 30-YARD DUMPSTERS. AND ONE HUNDRED (100) TRASH CANS PROVIDED BY HISTORIC LONG BRANCH.

g) Medical facilities. Adequate on-site medical facilities shall be provided to the satisfaction of the Health Department.

Statement of plan to provide adequate on-site medical facilities included in plan: BOYCE VOLUNTEER FIRE & RESCUE CO. PROVIDING STAFFED BLS AMBULANCE UNIT ON-SITE TO PROVIDE FIRST AID SERVICES & TRANSPORTATION

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

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

Will alcoholic beverages be served? No Yes If yes:

Virginia Alcohol Beverage Control Board Notice/Approval Date:

Approval attached.

Local Fire & Rescue Company Notice and Approvals

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

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

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

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

Statement of plan to provide adequate on-site medical facilities and emergency medical transport vehicles included in plan: BOYCE VOLUNTEER FIRE & RESCUE CO. PROVIDING STAFFED BLS AMBULANCE UNIT ON-SITE TO PROVIDE FIRST AID SERVICES & TRANSPORTATION

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

Statement of plan to provide adequate fire protection included in plan. FIRE EXTINGUISHERS PLACED IN ALL TENTS. AND NOTIFICATION SENT TO LOCAL FIRE DEPARTMENT OF THE DATES OF THE EVENT.

Sheriff's Notice and Approvals

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

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

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

i) **Traffic and parking control.** The applicant shall provide for adequate ingress, egress and parking for the Special Event to the satisfaction of the Sheriff, the State Police and the Virginia Department of Transportation.

Statement of plan to provide adequate ingress and egress included in plan. ASSISTANCE PROVIDED BY MR. JOSEPH H. LEWIS OF HISTORIC LONG BRANCH; STATE AND LOCAL LAW ENFORCEMENT, AS WELL AS VDOT-APPROVED, CERTIFIED, TRAFFIC CONTROL.

State Police Notice/Approval Date: _____ Approval attached.
Contact: 540-869-2000; 3680 Valley Pike, Winchester, Virginia 22602

Statement of plan to provide traffic Control devices, signage, cones, barricades or other activities to take place within the public right-of-way. MR. JOSEPH H. LEWIS OF HISTORIC LONG BRANCH WILL HAVE AN ESTIMATED ELEVEN (11) ATTENDANTS TO DIRECT & PARK VECHILES IN THREE PASTURES TOTALING 96 ACRES. ADDITIONAL ASSISTANCE PROVIDED BY STATE & LOCAL LAW ENFORCEMENT; IF NECESSARY.

VDOT Notice/Approval Date: _____ Approval attached.

j) **Security.** The applicant shall provide adequate on-site security for the entire duration of a Special Event to the satisfaction of the Sheriff with a security plan.

Statement of plan to provide adequate on-site security included in plan. MR. JOSEPH H. LEWIS OF HISTORIC LONG BRANCH WILL BE CONTRACTED TO HANDLE SECURITY.
F1211-

Building Department Notice and Approvals

Note: The Building Department must approve your plans for the following items. It is best you contact the Building Department before you submit your plan to:

- Obtain approval of the actual event; AND
- Apply for any necessary permits and schedule any necessary inspections. *Prior to the event being opened to the public or participants, applicable permits and inspections must be complete. These include, but not limited to: portable lighting, electrical systems, gas systems, tents, portable structures, amusements ride including inflatables and climbing walls. Also, the Building Department inspects emergency vehicle access.*

Contact: 540-955-5112; 101 Chalmers Court, Suite B, Berryville, VA 22611

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

- ✓ Check here if you have submitted your written plan to the Building Department and have their letter of approval attached to your application. Approval attached
- ✓ Check here if you have not submitted your plan to the Building Department. Not attached
- Note: County Administration will submit your application to the Building Department for review; however the applicant is responsible for obtaining any necessary Building Department permits and scheduling any/all inspections.

l) Lighting/Illumination. If lighting is to be utilized, such lights shall be located, or such shielding devices or other equipment shall be utilized so as to prevent unreasonable glow beyond the property on which the event is located.

Will outdoor lighting be utilized? No Yes

m) Temporary Structures. All necessary building permits shall be obtained before the event occurs for any temporary structures such as tents or amusement rides. Will temporary structures be utilized? No Yes

Type[s] of temporary structures: TENTS

o) Communication system. If the premises are without adequate communications systems, the applicant shall make arrangements, approved by the County, to provide for substitute, additional, or alternate means of communication with public safety and other government officials.

Will substitute, additional, or alternate means of communication be utilized? No Yes If yes:

Plan for adequate communications systems included with application. PA SYSTEM. WALKIE TALKIES, and CELL PHONES.

t) Necessary Safety Services. The operator of the Special Event shall provide any services necessary to provide appropriate levels of safety over and above what public agencies determine that they are able to provide. Additional Safety Services Required? No Yes If yes:

List safety services: _____

Applicant Additional Information:

Use this area for additional information, if applicable:

Acknowledgements, Affirmations, Signature

By my signature below, I affirm that I have read and agree to abide by the following terms and conditions. Further, I affirm that the information provided in this application is true and accurate to the best of my knowledge.

§ 57.4 (a) Submission and Acceptance. No application shall be submitted, or accepted, unless presented on the required forms along with all additional required plans, documents, approvals, fees, and other material required by this ordinance.

§ 57.7 (m) Sound. Applicant agrees to comply with the Clarke County Code Chapter § 120 that regulates noise.

§ 57.7 (p) Setbacks. The approving entity may establish setbacks from property lines, rights of way, and access easements to the site of public assembly or parking for participants or spectators for a Special Event as determined necessary by the approving entity depending on site characteristics, the type of event, the anticipated number of participants and spectators, and the impact on adjacent property owners.

§ 57.7 (r) Other laws and rules. The applicant shall comply with all federal, state and local laws, ordinances and regulations, including zoning ordinance provisions and any special use provisions applicable to the property.

§ 57.3 (b) Other Permits and Responsibility: The permit required by this ordinance, or the exemptions provided herein, shall not eliminate or substitute for any requirement for any business license or any other permit(s)

which may be required by any federal, state, or local statutes, ordinances, rules, or regulations. Applicants are responsible for insuring that all such permits, licenses, and certificates are obtained from the appropriate authority.

§ 57.8. Deposit. I am aware that a deposit may be required. As a condition of granting the permit, the Administrator or the Board may require the payment of a deposit to cover anticipated public clean-up costs, law enforcement costs, and/or emergency services costs beyond what is usual and customary. The applicant shall be responsible for such costs in excess of any deposit, and the applicant shall be refunded any portion of a deposit not needed to cover such costs.

§ 57.9. Permit not transferable. I am aware that this permit is not transferable.

§ 57.10. Revocation or suspension of permit. I am aware that this permit may be revoked for suspendedA permit issued under the provisions of Chapter 57 may be revoked or suspended by the entity that approved the permit. The Sheriff or his/her designee may temporarily suspend the permit pending consideration, by the entity that approved the permit, of action to revoke or suspend a permit. Such action by the approving entity or the Sheriff or designee may be taken for any of the following reasons:

- a) Any violation of one or more of the requirements or any violation of one or more of the terms and conditions of a permit issued hereunder.
- b) Any material misrepresentation in the application for a permit.
- c) Any change in the ownership of the location of the permitted event, unless there is provided a signed statement from the new owner to confirm that the new owner has given permission for the specific Special Event to be held.
- d) Any material change in the condition of the facilities or ability of contracted organizations to provide required services or equipment.
- e) Any state of emergency, disaster, hazardous weather condition, or other threat to the public health, safety, and welfare that has been declared or is anticipated to occur such that continuation of the event is deemed to be an undue or unnecessary risk to the participants, general public, or public safety providers.
- f) Upon revocation or suspension of the permit, the permittee shall immediately cancel and/or terminate the event and provide for orderly dispersal of those in attendance.

Applicant Signature

April 12, 2016

Date

MR. ROGER K. RIGGINS;
THE HUNT COUNTRY CLUSTER DIRECTOR
OF SHOW OPERATIONS FOR WARRENTON
KENNEL CLUB, INC., OLD DOMINION
KENNEL CLUB OF NORTHERN VIRGINIA,
INC., CHARLOTTESVILLE-ALBEMARLE
KENNEL CLUB, INC., AND MIDDLEBURG
KENNEL CLUB, INC.

Printed Name



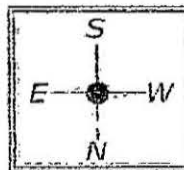
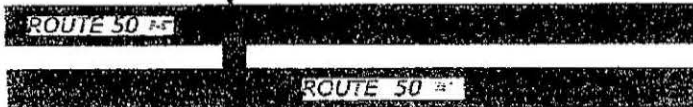
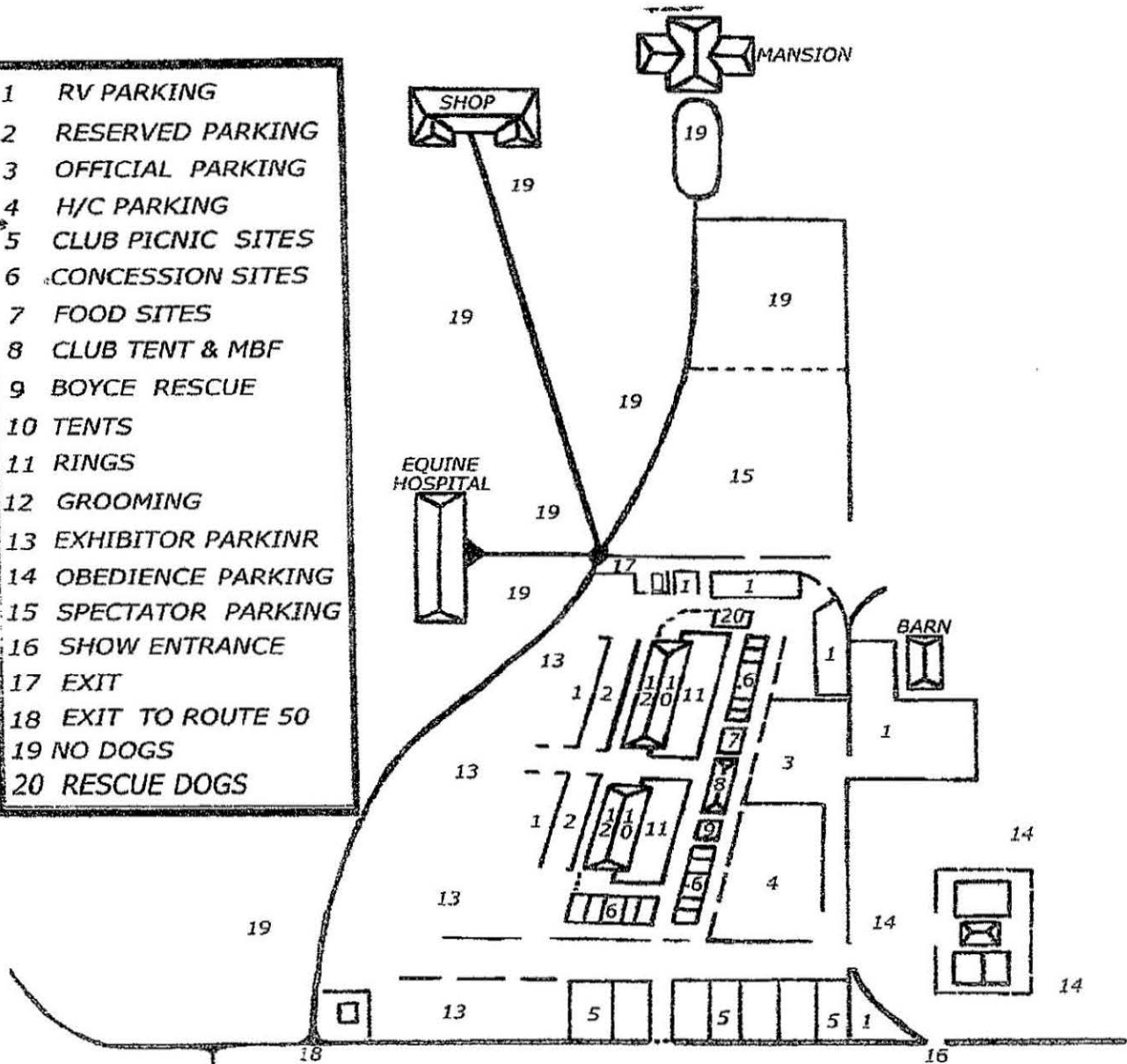
THE HUNT COUNTRY CLUSTER

Warrenton Kennel Club, Inc.
and
Old Dominion Kennel Club of Northern Virginia, Inc.



FALL SHOW SITE LAYOUT

- | | |
|----|-------------------|
| 1 | RV PARKING |
| 2 | RESERVED PARKING |
| 3 | OFFICIAL PARKING |
| 4 | H/C PARKING |
| 5 | CLUB PICNIC SITES |
| 6 | CONCESSION SITES |
| 7 | FOOD SITES |
| 8 | CLUB TENT & MBF |
| 9 | BOYCE RESCUE |
| 10 | TENTS |
| 11 | RINGS |
| 12 | GROOMING |
| 13 | EXHIBITOR PARKING |
| 14 | OBEDIENCE PARKING |
| 15 | SPECTATOR PARKING |
| 16 | SHOW ENTRANCE |
| 17 | EXIT |
| 18 | EXIT TO ROUTE 50 |
| 19 | NO DOGS |
| 20 | RESCUE DOGS |





County of Clarke
Application Special Event Permit
Code of Clarke County Chapter 57

Right of Entry Permission Form

I, ROGER K. RIGGINS, HCC DIRECTOR the applicant for a special event permit as
OF SHOW OPERATIONS

Permit Applicant's Name [Please print legibly.]

required by Article II of Chapter 57 of the Code of Clarke County, Virginia, that event
 titled: THE HUNT COUNTRY CLUSTER

shall take place on SEPTEMBER 29, 30, OCTOBER 1, 2, and 3, 2016 at
 Specify Date[s]

Historic Long Branch Plantation 830 Long Branch Lane Millwood, VA 22646

Event Location and/or Address

in Clarke County, Virginia, and I, ELIZABETH RYAN, CREATIVE DIRECTOR at
HISTORIC LONG BRANCH PLANTATION

Landowner or Leaseholder's Name

the landowner/ leaseholder of such event location, give our permission for the County Administrator, the county's lawful agents or duly constituted law enforcement officers to go upon the aforementioned property where the special event will take place at any time for the purpose of determining compliance with the provisions of Article II of Chapter 57 of the Code of Clarke County, Virginia. This permission shall specifically include the period of set up and shut down of the event.

We understand that any of the above referenced-officials shall have the right to revoke any permit issued under the aforementioned article upon noncompliance with any of its provisions and conditions.

Roger K. Riggins
 Permit Applicant

Secondary Signature[s] If Applicable

Elizabeth Ryan
 Event Location Owner/Leaseholder

Secondary Signature[s] If Applicable

Permit Applicant

Event Location Owner/Leaseholder

POLICY NUMBER: RHS4892823 20 COMMERCIAL GENERAL LIABILITY

Policy Effective: 2/20/2016 Policy Expiration Date: 2/20/2017

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED - DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(ies) and City

**THE COUNTY OF CLARKE
101 CHALMERS COURT, SUITE B
BERRYVILLE, VA 22611**

A. **Section II - Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

- 1. In the performance of your ongoing operations; or
- 2. In connection with your premises owned by or rented to you.

However:

- 1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
- 2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to **Section III - Limits Of Insurance**:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

- 1. Required by the contract or agreement; or
- 2. Available under the applicable Limits of Insurance shown in the Declarations;

whichever is less.

This endorsement shall not increase the applicable Limits of Insurance shown in the Declarations.

****USING CLUB DESIGNATED AREAS AT: 830 LONG BRANCH LANE, MILLWOOD, VA., ON CLUB DESIGNATED DATES AND TIMES THROUGHOUT THE POLICY PERIOD FOR ORGANIZED DOG CLUB ACTIVITIES.**



CERTIFICATE OF LIABILITY INSURANCE

OLDDOMI-01 ADOCTEUR

DATE (MM/DD/YYYY)
2/11/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

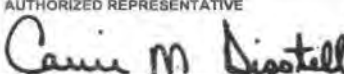
PRODUCER Sportsmen's Insurance Agency Plan P O Box #799 Cape Vincent, NY 13618	CONTACT NAME: PHONE (A/C, No, Ext): (315) 654-2068		FAX (A/C, No): (315) 654-3097	
	E-MAIL ADDRESS:			
INSURED Old Dominion Kennel Club of Northern Virginia 49 Distan Court Keswick, VA 22947	INSURER(S) AFFORDING COVERAGE		NAIC #	
	INSURER A : Hanover Insurance Company		22292	
	INSURER B :			
	INSURER C :			
	INSURER D :			
	INSURER E :			

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	X	RHS4892823 20	02/20/2016	02/20/2017	EACH OCCURRENCE	\$ 2,000,000
						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000
						MED EXP (Any one person)	\$ 5,000
						PERSONAL & ADV INJURY	\$ 2,000,000
						GENERAL AGGREGATE	\$ 4,000,000
						PRODUCTS - COMP/OP AGG	\$ 4,000,000
							\$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident)	\$
						BODILY INJURY (Per person)	\$
						BODILY INJURY (Per accident)	\$
						PROPERTY DAMAGE (Per accident)	\$
							\$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$					EACH OCCURRENCE	\$
						AGGREGATE	\$
							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A			PER STATUTE	OTH-ER
						E.L. EACH ACCIDENT	\$
						E.L. DISEASE - EA EMPLOYEE	\$
						E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
FOR ORGANIZED DOG CLUB ACTIVITIES.

CERTIFICATE HOLDER The County of Clarke 101 Street Chalmers Court, Suite B Berryville, VA 22611	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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CERTIFICATE OF LIABILITY INSURANCE

MIDDLE-4 OP ID: ENG

DATE (MM/DD/YYYY)
04/12/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Equisure, Inc. 13790 E Rice Pl Ste 100 Aurora, CO 80015 House Account	CONTACT NAME: Equisure, Inc. PHONE (A/C, No, Ext): 800-752-2472 FAX (A/C, No): 303-614-6967 E-MAIL ADDRESS: info@equisure-inc.com
INSURER(S) AFFORDING COVERAGE	
INSURER A: Lloyds, London	NAIC # 112200
INSURED Middleburg Kennel Club, Inc. 6016 Valley Green Drive Broad Run, VA 20137	
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER: 1

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR VWD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		B123082343A16-MIDDLE-4	04/28/2016	04/28/2017	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A					<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Certificate holder is additional insured as to the general liability exposure of the Middleburg Kennel Club, Inc. but only with respects to the occurrences related to the Middleburg Kennel Club All-Breed Dog Show to be held October 3, 2016 only. Revised 4/12/16

CERTIFICATE HOLDER <div style="text-align: right;">000000</div> County of Clarke, Historic Long Branch Plantation, Commonwealth of Virginia 6016 Valley Green Dr Broad Run, VA 20137	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
--	--

**List of Property Owners Adjoining Historic Long Branch Plantation
as of March 9, 2016**

**Mr. and Mrs. William Bowen
858 Nelson Road
White Post, Virginia 22663**

**Mr. and Mrs. Andrew Ferrari
735 Nelson Road
White Post, Virginia 22663**

**Mr. and Mrs. Michael Flagg
Post Office Box 121
Millwood, Virginia 22646**

**Mr. and Mrs. Langdon Greenhalgh
965 Red Gate Road
Boyce, Virginia 22620**

**Mr. and Mrs. Justin Mackay-Smith
466 Montana Hall Lane
White Post, Virginia 22663**

**Mr. and Mrs. Charles McIntosh
Post Office Box 243
Millwood, Virginia 22646**

**JBM, LLC
Post Office Box 125
Millwood, Virginia 22646**

**Mr. and Mrs. Beverly McKay
Post Office Box 1
Millwood, Virginia 22646**

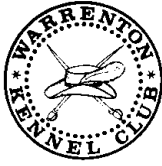
**Ms. Caroline McKay and Mr. James Rieger
Post Office Box 311
Millwood, Virginia 22646**

**Mr. and Mrs. David P. Roberts
Post Office 177
White Post, Virginia 22663**

**Ms. Catherine Stimpson
Rosney Stables, LLC
310 Red Gate Road
Boyce, Virginia 22620**

**Ms. Doris Stimpson
304 Nelson Road
Boyce, Virginia 22620**

**HFS Investments, LLC
c/o Bob Bruce
211 S. Loudoun Street
Winchester, Virginia 22601**



THE HUNT COUNTRY CLUSTER
*Warrenton Kennel Club, Inc.,
Old Dominion Kennel Club of Northern Virginia, Inc.,
Charlottesville-Albemarle Kennel Club, Inc.,
and Middleburg Kennel Club, Inc.*



Monday, April 11, 2016

**Mr. and Mrs. Property Owner
Address
City, Virginia Zip Code**

Dear Property Owner,

This notice is to advise adjoining property owners that a special event application has been forwarded this day to the County of Clarke, Virginia for the following event to be conducted at:

Location: HISTORIC LONG BRANCH PLANTATION in MILLWOOD, VIRGINIA

Event: The 13th. ANNUAL HUNT COUNTRY CLUSTER

**Presented by WARRENTON KENNEL CLUB, INC., OLD DOMINION KENNEL CLUB INC.,
Charlottesville-Albemarle Kennel Club, Inc., and Middleburg Kennel Club, Inc.**

Dates: Thursday, September 29 through Monday, October 3, 2016

Hours: September 29 & 30, and October 1, 2 & 3 - 8:00 a.m. to 7:00 p.m.,

Summary of Events: Five (5) days of American Kennel Club (AKC) Sanctioned Dog Shows offering Conformation, Junior Showmanship Competition, Obedience Trials, and Rally Obedience Trials.

If you have questions, concerns, or would care to review the full text of the application, please contact:

**Mr. Roger K. Riggins; Hunt Country Cluster Director of Show Operations
10516 Elk Run Road Catlett, Virginia 20119**

E-Mail: RoleraFarm@aol.com Phone: (540) 788-9992

- OR -

**Ms. Elizabeth Ryan; Historic Long Branch Plantation Creative Director
Post Office Box 241 Millwood, Virginia 22646**

E-mail: eryl@visitlongbranch.org Phone: (540) 837-1856 ext. # 13

If you are unable to reach either of the contacts listed above, you may contact the County Administrator at (540) 955-5100.

Regards,

**Mr. Roger K. Riggins
HCC Director of Show Operations**



THE HUNT COUNTRY CLUSTER
*Warrenton Kennel Club, Inc.,
Old Dominion Kennel Club of Northern Virginia, Inc.,
Charlottesville-Albemarle Kennel Club, Inc.,
and Middleburg Kennel Club, Inc.*
10516 Elk Run Road Catlett, VA 20119
E-mail: RoleraFarm@aol.com Phone: (540) 788-9992



Monday, April 11, 2016

Mr. James Royston, II, Building Official
Clarke County Building Department
101 Chalmers Court, Suite B
Berryville, Virginia 22611
Email: jroyston@clarkecounty.gov
Email CC: acather@clarkecounty.gov

Dear Mr. Royston,

Thank you for your assistance last year in making our dog show event at Historic Long Branch a great success.

Since everyone once again was delighted with the facilities at Historic Long Branch, we would like to return. The next event range of dates is September 29, 30, October 1, 2, and 3, 2016.

In accordance with local regulations, this letter is sent to provide official notification and request permission from your office to hold this upcoming event. We do expect to have about the same number of exhibitors as last year ... Friday [26 September], approximately 1,065, Saturday [27 September], approximately 1,632, and on Sunday [28 September], approximately 1,657. With the addition of the Thursday and Monday shows in 2016; the number of exhibitors will be approximately 950 each day.

We intend to contract again this year with Southern Tent Company to have tents erected on the property.

We further request, and will greatly appreciate, your written confirmation by May 1, 2016, in order that the requirements of our Clarke County application be fulfilled.

Thank you in advance for your continued support. Please feel free to contact me at home: (540) 788-9992 or cell: (540) 498-8187 should you have any questions or require additional information.

We look forward to your timely response.

Sincerely,
Roger K. Riggins
Roger K. Riggins
HCC Director of Show Operations



THE HUNT COUNTRY CLUSTER
Warrenton Kennel Club, Inc.,
Old Dominion Kennel Club of Northern Virginia, Inc.,
Charlottesville-Albemarle Kennel Club, Inc.,
and Middleburg Kennel Club, Inc.
10516 Elk Run Road Catlett, VA 20119
E-mail: RoleraFarm@aol.com Phone: (540) 788-9992



Monday, April 11, 2016

Mr. Frank Davis
Director of Clarke County Fire, EMS and Emergency Management
101 Chalmers Court, Suite B
Berryville, Virginia 22611
Email: fdavis@clarkecounty.gov
Regarding - Boyce Volunteer Fire & Rescue Company

Dear Mr. Davis,
Thank you for your assistance last year in making our dog show event at Historic Long Branch a great success. You and your staff provided us with the best emergency care we have ever had.

Since everyone once again was delighted with the facilities at Historic Long Branch, we would like to return. The next event range of dates is September 29, 30, October 1, 2, and 3, 2016.

In accordance with local regulations, this letter is sent to provide official notification and request permission from your office to hold this upcoming event. We do expect to have about the same number of exhibitors as last year ... Friday [26 September], approximately 1,065, Saturday [27 September], approximately 1,632, and on Sunday [28 September], approximately 1,657. With the addition of the Thursday and Monday shows in 2016; the number of exhibitors will be approximately 950 each day.

We would greatly appreciate it if Boyce Fire and Rescue Company can provide backup first aid / emergency service, including ambulance, for EMS and transportation, staffed by driver and EMT-B for this event. The shows will start at 8:00 am and then end around 5:00 pm each day.

Additionally, we will provide lunch for the volunteers, as well as car passes, for other personnel and their families.

We further request, and will greatly appreciate, your written confirmation by May 1, 2016, in order that the requirements of our Clarke County application be fulfilled.

Thank you in advance for your continued support. Please feel free to contact me at home: (540) 788-9992 or cell: (540) 498-8187 should you have any questions or require additional information.


We look forward to your timely response.

Sincerely,
Roger K. Riggins
Roger K. Riggins
HCC Director of Show Operations

Clarke County

lwalburn@clarkecounty.gov

Fwd: The 2016 Hunt Country Cluster

From : Frank Davis <fdavis@clarkecounty.gov> Tue, Apr 12, 2016 02:11 PM
Subject : Fwd: The 2016 Hunt Country Cluster  1 attachment
To : Lora Walburn <lwalburn@clarkecounty.gov>, Lee
Coffelt <lcoffelt@gmail.com>

Lora,

County Fire & EMS is ok with this request. I have forwarded to Boyce for action

Frank Davis
Director
Clarke County Va. Fire & EMS
540-955-5113 O
240-446-4007 C
fdavis@clarkecounty.gov

From: "Roger Riggins" <hcc.dirshowop@gmail.com>
To: fdavis@clarkecounty.gov
Sent: Tuesday, April 12, 2016 12:52:55 PM
Subject: The 2016 Hunt Country Cluster

Dear Mr. Davis,
I have attached the letter regarding our event this fall at Historic Long Branch.
Sincerely,
Roger K. Riggins
HCC Director of Show Operations

 **BoyceFire_FrankDavis2016.doc**
39 KB



THE HUNT COUNTRY CLUSTER
*Warrenton Kennel Club, Inc.,
Old Dominion Kennel Club of Northern Virginia, Inc.,
Charlottesville-Albemarle Kennel Club, Inc.,
and Middleburg Kennel Club, Inc.*
10516 Elk Run Road Catlett, VA 20119
E-mail: RoleraFarm@aol.com Phone: (540) 788-9992



Monday, April 11, 2016

Clarke County Health Department
Attention: Ms. Marsha Duckstein
100 N. Buckmarsh Street
Berryville, Virginia 22611

Dear Ms. Duckstein,

Thank you for your assistance last year in making our dog show event at Historic Long Branch a great success.

Since everyone once again was delighted with the facilities at Historic Long Branch, we would like to return. The next event range of dates is September 29, 30, October 1, 2, and 3, 2016.

In accordance with local regulations, this letter is sent to provide official notification and request permission from your office to hold this upcoming event. We do expect to have about the same number of exhibitors as last year ... Friday [26 September], approximately 1,065, Saturday [27 September], approximately 1,632, and on Sunday [28 September], approximately 1,657. With the addition of the Thursday and Monday shows in 2016; the number of exhibitors will be approximately 950 each day.

We request the Coordinators' Checklist, which will be completed and submitted 45 days prior to our event. We intend to contract again with Johnny Blue to have one (1) portable toilet for every 100 people and one (1) handicapped toilet for every 500 people attending this event.

We further request, and will greatly appreciate, your written confirmation by May 1, 2016, in order that the requirements of our Clarke County application be fulfilled.

Thank you in advance for your continued support. Please feel free to contact me at home: (540) 788-9992 or cell: (540) 498-8187 should you have any questions or require additional information.

We look forward to your timely response.

Sincerely,

Roger K. Riggins
HCC Director of Show Operations



THE HUNT COUNTRY CLUSTER
*Warrenton Kennel Club, Inc.,
Old Dominion Kennel Club of Northern Virginia, Inc.,
Charlottesville-Albemarle Kennel Club, Inc.,
and Middleburg Kennel Club, Inc.*
10516 Elk Run Road Catlett, VA 20119
E-mail: RoleraFarm@aol.com Phone: (540) 788-9992



Monday, April 11, 2016

Anthony W. Roper, Sheriff
Clarke County Sheriff's Office
100 North Church Street
Berryville, Virginia 22611

Dear Sheriff Roper,

Thank you for your assistance last year in making our dog show event at Historic Long Branch a great success.

Since everyone once again was delighted with the facilities at Historic Long Branch, we would like to return. The next event range of dates is September 29, 30, October 1, 2, and 3, 2016.

In accordance with local regulations, this letter is sent to provide official notification and request permission from your office to hold this upcoming event. We do expect to have about the same number of exhibitors as last year ... Friday [26 September], approximately 1,065, Saturday [27 September], approximately 1,632, and on Sunday [28 September], approximately 1,657. With the addition of the Thursday and Monday shows in 2016; the number of exhibitors will be approximately 950 each day.

Enclosed with this letter is a copy of our Disaster and Emergency Plan for last year, and a copy of last year's site layout. We will contract with Mr. Joseph Lewis of Historic Long Branch to handle security. The show will start at 8:00 am and end approximately at 5:00 pm each day. Of course we would obtain the required permit from VDOT to hold this event.

We further request, and will greatly appreciate, your written confirmation by May 1, 2016, in order that the requirements of our Clarke County application be fulfilled.

Thank you in advance for your continued support. Please feel free to contact me at home: (540) 788-9992 or cell: (540) 498-8187 should you have any questions or require additional information.

We look forward to your timely response.

Sincerely,

Roger K. Riggins
HCC Director of Show Operations



THE HUNT COUNTRY CLUSTER
*Warrenton Kennel Club, Inc.,
Old Dominion Kennel Club of Northern Virginia, Inc.,
Charlottesville-Albemarle Kennel Club, Inc.,
and Middleburg Kennel Club, Inc.*
10516 Elk Run Road Catlett, VA 20119
E-mail: RoleraFarm@aol.com Phone: (540) 788-9992



Monday, April 11, 2016

Mr. Bobby Boyce
Residency Administer
VDOT – Luray Residency
551 Mechanic Street
Luray, Virginia 22835

Dear Mr. Boyce,

Thank you for your assistance last year in making our dog show event at Historic Long Branch a great success.

Since everyone once again was delighted with the facilities at Historic Long Branch, we would like to return. The next event range of dates is September 29, 30, October 1, 2, and 3, 2016.

In accordance with local regulations, this letter is sent to provide official notification and request permission from your office to hold this upcoming event. We do expect to have about the same number of exhibitors as last year ... Friday [26 September], approximately 1,065, Saturday [27 September], approximately 1,632, and on Sunday [28 September], approximately 1,657. With the addition of the Thursday and Monday shows in 2016; the number of exhibitors will be approximately 950 each day.

We are submitting our VDOT application for your approval. However, the Clarke County Supervisors require evidence from us that we will be obtaining a VDOT permit for the event. If possible, could you please send us a letter stating that we have been in contact with VDOT, and are awaiting your approval subject to Warrenton Kennel Club, Inc. and Old Dominion Kennel Club of Northern Virginia, Inc. meeting all requirements before approval is granted. We believe this will help us in complying with the application requirements of the Clarke County Board of Supervisors.

We further request, and will greatly appreciate, your written confirmation by May 1, 2016, in order that the requirements of our Clarke County application be fulfilled.

Thank you in advance for your continued support. Please feel free to contact me at home: (540) 788-9992 or cell: (540) 498-8187 should you have any questions or require additional information.

We look forward to your timely response.

Sincerely,

Roger K. Riggins
HCC Director of Show Operations



THE HUNT COUNTRY CLUSTER
*Warrenton Kennel Club, Inc.,
Old Dominion Kennel Club of Northern Virginia, Inc.,
Charlottesville-Albemarle Kennel Club, Inc.,
and Middleburg Kennel Club, Inc.*
10516 Elk Run Road Catlett, VA 20119
E-mail: RoleraFarm@aol.com Phone: (540) 788-9992



Monday, April 11, 2016

Mr. Matthew C. Blacklock, Area Commander
Commonwealth of Virginia
Department of State Police
3680 Valley Pike
Winchester, Virginia 22602

Dear Commander Blacklock,
Thank you for your assistance last year in making our dog show event at Historic Long Branch a great success.

Since everyone once again was delighted with the facilities at Historic Long Branch, we would like to return. The next event range of dates is September 29, 30, October 1, 2, and 3, 2016.

In accordance with local regulations, this letter is sent to provide official notification and request permission from your office to hold this upcoming event. We do expect to have about the same number of exhibitors as last year ... Friday [26 September], approximately 1,065, Saturday [27 September], approximately 1,632, and on Sunday [28 September], approximately 1,657. With the addition of the Thursday and Monday shows in 2016; the number of exhibitors will be approximately 950 each day.

Enclosed with this letter is a copy of the letter you sent last year. We will contact VDOT, Sheriff Roper of Clarke County, and will contract with Mr. Lewis of Historic Long Branch for security inside our event.

We are writing you again this year to ensure there have been no changes in requirements since last year.

We further request, and will greatly appreciate, your written confirmation by May 1, 2016, in order that the requirements of our Clarke County application be fulfilled.

Thank you in advance for your continued support. Please feel free to contact me at home: (540) 788-9992 or cell: (540) 498-8187 should you have any questions or require additional information.

We look forward to your timely response.

Sincerely,

Roger K. Riggins
HCC Director of Show Operations

Clarke County Board of Supervisors

Revised Berryville Area Plan Discussion and Consideration for Adoption

February 16, 2016

Clarke County Board Of Supervisors
Regular Meeting
Main Meeting Room

1:00 p.m.

At a regular meeting of the Board of Supervisors of Clarke County, Virginia, held in the Berryville Clarke County Government Center, 101 Chalmers Court, 2nd Floor, Berryville, Virginia conducted on Tuesday, February 16, 2016.

Board Members Present

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

Board Members Absent

Afternoon Session: Terri T. Catlett

Evening Session: None

Staff Present

Afternoon Session: David Ash, Barbara Bosserman, Frank Davis, Tom Judge, Brandon Stidham, Travis Sumption

Evening Session: David Ash, Brandon Stidham

Constitutional Offices

Suni Mackall, Tony Roper

Others Present

Afternoon Session: Robina Rich Bouffault, Joshua David; Val Van Meter and other citizens

Evening Session: Chuck Bishop, Trevor Creany

1) Call to Order

Chairman Weiss called the afternoon session to order at 1:06 p.m.

Board of Supervisors Meeting Minutes For February 16, 2016 – Regular Meeting

2) Adoption of Agenda

Miscellaneous: CC-2016-01 - Potential Changes in Language to Item 23

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

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

3) Citizens Comment Period

No citizens appeared to address the Board.

4) VDOT

Clif Balderson, Residency Administrator, appeared before the Board to provide the monthly update.

Maintenance:

- Conducted grading operations on various non-hard surfaced roads in the County;
- Performed several pothole repairs and removed hazard trees on routes 340 and 606;
- The remainder of the month and part of February was spent dealing with a major snow event and the resulting flooding.
- VDOT had several equipment repair issues following the storm.
- This month we will continue with tree and brush removal along Rt. 7 east of Rt. 606,
- Pothole repairs and grading of non-hard surfaced roads.
- VDOT will conduct some ditching operations on various routes depending on the weather.

Projects:

- Rural Rustic Allen Road: Waiting on environmental clearances for Allen Rd.

Board issues:

- Signage along Rt. 340 south from the West Virginia line to Berryville:
- Millwood:
 - Truck Restrictions: Waiting on signs to come in for installations.
 - Meeting with Millwood citizens on Monday the 22nd to discuss traffic issues.
- Rt. 642/Frederick/Clarke County: Speed study on Rt. 642 in Frederick/Clarke County was completed with recommendations for 55MPH posting and curve warning signs.

Vice Chairman McKay

- Route 522 Intersection with flashing lights at Lake Frederick: Mr. Balderson advised that the light does not meet the warrants for activation following signal analysis.

Supervisor Byrd

- Summit Point Road: Pot holes and shoulder issues.

Chairman Weiss

- Large Snow January 22-23: Good job considering the conditions. Responding to Board inquiry, Clif Balderson stated that VDOT had approximately twelve snow removal contractors on call.

5) Fire & EMS Commission Update / Report by Frank Davis, Director Fire & EMS

Highlights include:

- Fee for Service:
 - On budget for approximately \$30,000 per month.
 - Collecting 80% of bills, which is 30% better than some neighboring jurisdictions.
- Volunteer departments working to improve the 9% fail rate – failure to respond within ten minutes.
- Staff completed second day of training for the recently approved grant program.
- The City of Winchester submit a regional grant to rebuild a training center and included Clarke. Hope to find funding to help support. The training center would enable localities to train volunteers locally.

- Young volunteer programs active in the Boyce and Enders volunteer fire and rescue departments.
- Snow Storm: still in recovery stage. Paperwork submit for approximately \$44,000. Clarke opened a small emergency operations center, which eased the workload on E911. Code Red messages sent to citizens in advance of the storm.

Chairman Weiss expressed the Board’s appreciation and ongoing support of Mr. Davis’ activities and his efforts to coordinate programs and services with volunteer stations.

6) Approval of Minutes

Supervisor Byrd requested correction to Book 22 Page 434 Change Adult to Juvenile Detention Center.

Supervisor Byrd moved to approve the minutes for January 19, 2016 Regular Meeting as presented and February 8, 2016 FY2017 Budget Work Session as corrected. The motion carried by the following vote:

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

7) Consent Agenda

16-01P Proclamation Northern Shenandoah Valley disAbility Awareness Week April 9-15, 2016

**Proclamation Northern Shenandoah Valley disAbility Awareness Week April 9-15, 2016
2016-01P**

WHEREAS, the United States Congress enacted the Americans with Disabilities Act in 1990, prohibiting discrimination against people with disabilities in employment, public accommodations, transportation and telecommunications; and

WHEREAS, the Commonwealth of Virginia enacted the Virginians with Disabilities Act in 1985 to assure equal opportunity to persons with disabilities in the Commonwealth, and it is the policy of this Commonwealth to encourage and enable persons with disabilities to participate fully and equally in the social and economic life of the Commonwealth and to engage in remunerative employment; and

WHEREAS, people with disabilities often overcome common misunderstandings about their circumstances and make valuable contributions to their families and communities; and

WHEREAS, disability is a natural part of the human experience, and individuals with disabilities deserve the same rights as their peers to live independently, enjoy self-determination, make choices, contribute to society and participate fully in the American experience; and

WHEREAS, the community plays a central role in enhancing the lives of people with disabilities, and people with disabilities benefit from having a network of supportive friends and family, accommodating employers and community leaders who are aware of the needs and abilities of people with disabilities; and

WHEREAS, millions of people in the United States have disabilities and we all must make a conscious effort to discover their functional abilities and to remove the barriers met in their effort to acquire independence; and

WHEREAS, it is the goal of Access Independence, Inc. to involve the community in all aspects of disAbility Awareness Week and establish an atmosphere that supports awareness and education of on-going initiatives to enhance public understanding of, and appreciation for, abilities possessed by those of us who experience life with disabilities.

NOW, THEREFORE the Clarke County Board of Supervisors does hereby proclaim April 9-15, 2016 as Northern Shenandoah Valley disAbility Awareness Week 2016, and we call this observance to the attention of all of those people who live in the Clarke County to work together to raise awareness and understanding of the abilities of people with disabilities.

Adopted this 16th day of February 2016.

ATTEST:

David S. Weiss, Chair

2016-01R Resolution Congratulating Clarke County High School Football Team

**Resolution Congratulating Clarke County High School Football Team
2016-01R**

Team Roster:

- | | |
|---------------------|-----------------------|
| 1 Hunter Rogers | 14 Julius Palmer |
| 2 Gregory Shippa | 20 Nathaniel Barb |
| 3 Patrick Cleary | 21 Brett McDonald |
| 4 Jacob Parrott | 22 Joseph Davidson |
| 5 Jaxon Ottobre | 25 Jordon Turner |
| 6 Christopher Davis | 28 Robert Pryor |
| 7 Michael Fields | 32 Richard Nappi |
| 8 Matthew Dang | 37 James Martin |
| 10 Cole Lawson | 39 Zach Flynn |
| 12 Edward Buzalsky | 40 Daniel Braithwaite |
| 13 Zach Poole | 44 Lucas Rogers |
| | 46 Jack Benner |

50 Kaleb Langley
 51 William McLean
 52 Julius Grant
 53 Christian Camacho
 55 Joshua Wallace
 56 Cameron Marshall
 58 Zachary Melusen
 59 Lee Louthan
 60 Bryan Wallace
 61 Evan Whirley
 64 Nolan Hall
 66 Jacob Peace
 67 William Spalding, Jr.
 69 Daniel Roberts
 70 Kyle Anderson
 71 Hugh Kiser
 72 Johnny Fens
 73 Michael Shepherd
 75 Jesse Carroll
 76 Samuel White
 77 Dylan Thompson

80 Benjamin Sprouse
 81 Dalton Crandall
 83 Dietrich Tilley
 85 Andrew Bonett
 86 William Roper
 89 Stephen Clapp

Head Coach:
 Chris Parker
 Assistant Coaches:
 Casey Childs
 Brent Emmart
 Andre Kidrick
 Rick Sjostrom
 Matt Ernst
 Jon Novick
 Jesse Hudson
 Trainer:
 Lindsay Griego

WHEREAS, the Clarke County High School football team participated in the Group 2A state championship on Saturday, December 12, 2015; and,

WHEREAS, it is the first time in school history the Eagles football team participated in the final Virginia High School League game.

NOW, THEREFORE, BE IT RESOLVED that the Clarke County Board of Supervisors commends your accomplishment and acknowledges the dedicated efforts of the coaches and the superb skill of the athletes, as well as the support of the parents that took the Clarke County High School Football Team to the Group 2A State Championship final game.

Adopted this 16^h day of February 2016

ATTEST:

 David S. Weiss, Chair

2016-02R Resolution Congratulating Clarke County High School Zero Robotics Team

**Resolution Congratulating Clarke County High School Zero Robotics Team
 2016-02R**

WHEREAS, on January 25, 2016, the Clarke County High School Zero Robotics Team competed in the worldwide Zero Robotics High School Tournament 2015 ISS (International Space Station) Finals held aboard the Space Station with participants watching via a live broadcast at Massachusetts Institute of Technology [MIT]; and,

WHEREAS, Clarke’s Zero Robotics Team, Source Code;, competed individually through the preliminary rounds, then as part of an alliance with teams from California and Germany in the final rounds writing code to program robots, known as SPHERES, housed aboard the International Space Station; and,

WHEREAS, Clarke’s Zero Robotics Team finished in the top five teams internationally.

NOW, THEREFORE, BE IT RESOLVED that the Clarke County Board of Supervisors commends your accomplishment and acknowledges the stellar abilities of the team members: Ben Butler, Richard Catlett, Jackson Darman, Dakota Fletcher, Tyler Hardy, Caleb Jacobs, Julia Thompson, John Ulbrich, and Mark Ulbrich; the dedicated efforts of the mentors: Debbie Biggs, Phillip Facemire, Scott Hall, and Valerie Ulbrich, as well as the support of the parents.

Adopted this 16h day of February 2016

ATTEST:

David S. Weiss, Chair

CEA requests the BoS to authorize the BoS Chair to execute deeds, easements, and other documents necessary to complete the transactions: Request for Easement Donation – Larry and Linda Tavenner; Request for Easement DUR Purchase – William Tavenner

MEMORANDUM

TO: Board of Supervisors, David Ash

FROM: Alison Teetor

DATE: February 9, 2016

SUBJECT: Request for Easement Donation – Larry and Linda Tavenner

Request for Easement DUR Purchase – William Tavenner

The Clarke County Easement Authority has approved the following easements for purchase and donation. The Authority requests the Board of Supervisors to authorize the Chairman to execute deeds, easements, and other documents necessary to complete the transactions.

Easement Donation/DUR purchase

The Tavenners have applied to place 2 parcels in conservation easement for the purpose of selling a DUR and completing a boundary line adjustment to create two 10 ½ acre parcels (See attached map). The purpose of the Boundary Line Adjustment is for the brothers to own equal parts of land that they had inherited.

William Tavenner owns a 16-acre parcel that has 2 DURs. The parcel is identified as tax map# 22-((A))-15 and is located in the 200 block of Annefield Rd. It is vacant and has 2 DUR’s. He would like to retire one of the DURs through a DUR purchase, to be approved on the Finance agenda item. The property is within the groundwater

recharge area, and fronts on Annefield Road, a state designated scenic byway. The parcel has been in the Tavenner family for between 30 and 50 years.

The parcel is zoned AOC is in use value taxation, in accord with the Commissioner of Revenue's requirements, therefore a DUR purchase 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.

The property meets 2 of the 4 criteria. The property resource score is 54.44, and 1 DUR is being retired. It is not next to an existing easement and it is under 40 acres. The second parcel is owned by Larry and Linda Tavenner, and is identified by Tax Map# 22-(A)-15A, consists of 5 acres with an existing house that was built in 1992. There are no remaining DUR's.

The parcel is zoned AOC and is not eligible for use value taxation, in accord with the Commissioner of Revenue, therefore a donation may be considered if it meets at three of the four following criteria:

- 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) it is adjacent to another easement;
- 4) the parcel offers protection of a locally significant natural or historic feature, as determined by the Easement Authority.

The property currently meets one of the criteria as the property resource score was over 35. The score was 48.49, with points being given for frontage on a state designated scenic byway (Annefield Rd.) and a primary highway (Route 340). A small section is within the groundwater recharge area, and it has been owned by the Tavenners since 1976 (nearly 40 years). The property will meet a second criteria when the adjacent property described above is placed in easement. A third criteria that could be considered is the prominent location of being on the corner of a scenic byway and a primary highway,

The Easement Authority has given final approval for both easements.

Recommendation: Approve the proposed easement donation and DUR Purchase as presented.

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

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

8) Set Public Hearing: TA-16-01, Public Outdoor Recreation Facility Lighting

Proposed text amendment to amend §6-H-11, Outdoor Lighting Standards, of the Zoning Ordinance. The purpose of the amendment is to establish a new category for public outdoor recreation facility lighting including new lighting plan submission and design criteria requirements.

Brandon Stidham provided a brief summary of the proposed text amendment and an explanation of the event hours segment.

Supervisor Byrd moved to set public hearing for March 15, 2016 at 6:30 pm or as soon thereafter as the matter may be heard. The motion carried by the following vote:

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

9) Set Public Hearing: TA-16-02, Streambank Protection Regulations

Proposed text amendment to §3-E-1, Flood Plain District (FP), and §3-E-5, Stream Protection Overlay District, of the Zoning Ordinance. The purpose of the amendment is to establish to construction standards and regulations for the siting of boat landings, boat ramps, docks, decks, stairs, and similar structures along perennial streams including the Shenandoah River. The amendment also clarifies current ordinance language including referencing County Septic Ordinance regulations for the siting of portable privies and linking of complementary provisions in both sections.

Brandon Stidham reviewed the proposed amendment.

- Warren County has something similar in place.
- The amendment covers the Opequon.
- Staff is discussion means of public notification.

Supervisor Daniel moved to set public hearing for March 15, 2016 at 6:30 pm or as soon thereafter as the matter may be heard. The motion carried by the following vote:

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

10) Set Public Hearing: 2015 Berryville Area Plan

With the completion of the BADA's work, the next step is for the Board of Supervisors and Town Council to hold formal Public Hearings and to take formal action to adopt the revised Plan. As of the drafting of this report, Town Council intends to hold a work session to discuss the revised Plan before scheduling a formal Public Hearing. Town and County Staff have also discussed the possibility of scheduling a Joint Public Hearing on the revised Plan between the Board and Town Council.

The Board may want to consider scheduling a similar work session prior to setting a Public Hearing date. You may also want to consider delegating authority to Staff to establish the Public Hearing date in the event that Town Council may be interested in coordinating a Joint Public Hearing. It should be noted that identical actions must be taken by the Board and Town Council in order to adopt the revised Plan so coordination and discussion of any concerns raised among the memberships will be important.

Brandon Stidham provided an overview of the proposed changes and briefed the Board on next steps for review and final adoption of the 2015 Berryville Area Plan.

Overview of Proposed Changes: The primary tasks that were undertaken in the update process are as follows:

- Improve the document's overall organization and readability. Over the years, Staff received many comments that the current Plan is difficult for the average person to read and comprehend due to excessive use of technical jargon and organizational issues. The revised Plan document has been rewritten throughout in plain language and is condensed from the current eight chapters to four clearly organized chapters – Introduction (Chapter I); Berryville Area Plan Sub-Areas (Chapter II); Goals, Objectives, and Policies (Chapter III); and Plan Implementation and Conclusion (Chapter IV).
- Update demographics and current public infrastructure conditions. Staff has provided updated demographic information on population and employment from the 2010 Census, Weldon-Cooper Center projections, Virginia Employment Commission, and other resources. We have also included updated background information on public

infrastructure in the Annexation Area including public water and sewer, transportation network, schools, and recreation resources.

- Provide background information on annexation and the shared approach to land use decision-making. The revised Plan includes a section on the creation and scope of the Town-County Annexation Area Agreement, the creation of the Berryville Area Plan and BADA, and an overview of the land use application review responsibilities between the Town and County. These are new elements that are not in the current Plan.
- Review and update the Plan’s Goals and Objectives. Chapter III of the revised Plan contains an updated list of Goals and Objectives to account for current and future projected development and needs. The current Plan does not contain a clear, concise Goals statement so a new one was developed in the revised Plan. The revised Objectives address eight subject areas – Environment, Transportation, Housing, Land Use, Public Facilities, Economic Development, Urban Design, and Implementation.
- Update the current development patterns in the descriptions of the Sub-Areas and the Future Land Use and Projected Development Yields Table. The current Table includes development information dating back to the 1992 Plan adoption with only minor updates from previous Plan amendments. Maximum development capacity information was also provided by the original Plan consultant without the benefit of a Geographic Information System (GIS). The revised Table makes use of the more accurate data from the County GIS and identifies current levels of build-out and remaining “unused” dwelling units from the Plan’s original allocation. There are no recommendations for increasing the overall number of dwelling units in this Plan update.
- Evaluate the need for any changes to the Sub-Area descriptions and boundaries. The BADA and Staff updated each Sub-Area description to include current development patterns and build-out as well as to add new descriptive titles. Some Sub-Areas that have reached maximum build-out or have no future development potential are recommended for removal from the Plan. Where applicable, some Sub-Area boundaries have been modified to reflect the limits of existing development.
- Identify adjacent County areas that may be considered for potential future inclusion as new annexation areas and Sub-Areas. The revised Plan includes a new section that identifies three “potential future growth areas” – areas of land adjacent to the Annexation Area that could be considered for future inclusion as an Annexation Area with Sub-Area designations. These are noted as general areas to be studied as short or long-term priorities and include potential recommended use types and development constraints. Language is also included that outlines a process for developing a potential future growth area into an annexation area.
- Provide recommendations on the impact of plan implementation. A new section is included in Chapter IV of the revised Plan to address the type and scope of developer funded improvements, capital project contributions, and other proffered contributions to public infrastructure in the Annexation Area. This section is intended to guide

developers, public officials, and Staff in the evaluation of new development applications.

- Address regularly-scheduled reviews of the Plan and the procedure for evaluating interim amendments to the Plan. The revised Plan also contains procedures for conducting periodic reviews and considering Plan amendments. It is recommended that the governing bodies conduct a regularly-scheduled review of the Plan once every five years to determine whether the Plan needs to be updated and to what degree. Separate processes are recommended to address interim Plan amendments that are initiated by the governing bodies and amendments that are requested by citizens and other stakeholders.

By consensus, the Board agreed to continue discussion of the Plan at its March 7, 2016 10:00 am Work Session.

The Board did not set the matter for public hearing.

11) Board of Supervisors Personnel Item

A. Expiration of Term for appointments expiring through May 2016

02-08-2016 Summary: The Personnel Committee recommended the following:

- Howard Means, Board of Zoning Appeals, letter to Circuit Court recommending reappointment to a term expiring February 15, 2021.
- Douglas Kruhm reappoint as the Planning Commission representative on the Historic Preservation Commission to a term expiring April 30, 2017.
- Review relational information in appointment database and correct as necessary.

02-16-2016 Action: David Ash reviewed the Personnel Committee recommendations.

Vice Chairman McKay moved to approve the Personnel Committee recommendations. The motion carried by the following vote:

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

12) Board of Supervisors Work Session and FY2017 Budget Work Session

Board of Supervisors Meeting Minutes For February 16, 2016 – Regular Meeting

For summary of action, see February 8, 2016 Board of Supervisors FY2017 Work Session Minutes.

A. CCPS Update by Chuck Bishop, Division Superintendent CCPS

02-08-2016 Summary: Chuck Bishop, with Chuyen Kochinsky, Dennis Graham, Tom Parker, provided an update on the School's strategic plan.

B. FY2017 Budget by Tom Judge, Director Joint Administrative Services

02-08-2016 Summary: See 2016-02-08 Board of Supervisors FY2017 Budget Work Session Minutes.

13) Board of Supervisors Finance Items

1. FY 16 Supplemental Appropriations.

02-08-2016 Summary: Action: The following appropriation action is recommended by the Finance Committee: "Be it resolved that FY 2016 Conservation Easement be amended to increase expenditures by \$40,000, to appropriate the same, to recognize revenue from the Commonwealth of \$20,000, and to utilize fund balance of the Conservation Easement fund in the amount of \$20,000."

02-16-2016 Action: Tom Judge reviewed the proposed action.

Supervisor Byrd moved approval "Be it resolved that FY 2016 Conservation Easement be amended to increase expenditures by \$40,000, to appropriate the same, to recognize revenue from the Commonwealth of \$20,000, and to utilize fund balance of the Conservation Easement fund in the amount of \$20,000." The motion carried by the following vote:

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

2. Acceptance of Bills and Claims

Supervisor Daniel moved to accept the January 2016 Bills and Claims. 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. Standing Reports

Reconciliation of Appropriations, General Fund Balance, Expenditure Summary/YTD
Budget Reports, Capital Projects

14) Joint Administrative Services Update

Highlights of Tom Judge's review include:

- Board did not meet in January. Next meeting is February 22.
- Munis Update
 - o Payroll and HR: implementation completed.
 - o General Billing and Accounts Receivable:
 - Activating programs today.
 - o Code Enforcement Module:
 - IT staff pulled together a complex central property file.
 - o Utility Billing:
 - Set up in progress.

15) FY2017 Budget Work Session – Direction to County Administrator

Tom Judge distributed the February 16, 2016 FY2017 Budget Process document.

Former Supervisor and long-term Finance Committee member John Staelin joined the meeting via telephone. Highlights of his comments include:

- FY2017 is based on the FY2016 budget so you want to ensure that the figures in the current year budget are on target.
- Three important numbers in FY2016 Budget:
 - o Real Estate Revenue: FY2015 \$14.4MM forecast; FY2016 \$14.2MM forecast – so FY2016 revenues should be higher than forecast, which is positive news.

- Personal Property Revenue: Positive forecast.
- Fee-for-Service: No historical data available to create the forecasted number.
- Deficit: Budgeted -\$509,062 but guessing that in FY2016 the County will come in flat or even positive and this amount will not be drawn from the fund balance.
- FY2017:
 - Real Estate: \$14.6MM estimate but a more nearly accurate number should be forthcoming from the Commissioner of the Revenue.
 - Machinery and Tools: Berryville Graphics while having added new equipment it removed a lot of old equipment leaving the net relatively flat. May have equipment from the proposed solar facility by end of FY2017.
 - Fee-for-Service: \$325,000 estimated.
- Capital Projects: \$4.9MM for the Convenience Center [\$500,000] & Primary[\$3.5MM]
- Remainder of the budget is approximately \$900,000 out of balance; however, revenue should be higher reducing the deficit to \$500,000 to \$600,000. Next year, the County will save \$500,000 in interest payments; so the deficit for FY2017 should only be a “one-year” problem.

At 2:31 pm, John Staelin disconnected.

Following the telephonic communication, highlights of Board review include:

- Shenandoah Farms Sanitary District added at \$20,000 revenue and expenditure.
 - David Ash advised that this must be set up as a separate fund and cannot be included in the general fund. Tom Judge agreed to set it out and to set it up as a separate fund.
 - Funds for the SFSD will come from additional taxes collected from the persons that reside within the sanitary district.
 - David Ash further advised that no specific budget had been developed for the SFSD.
- Workers Comp renewal rate rose considerably based on claims over the past several years.
- Health insurance renewal came in at 8.1%, below the budgeted 10% estimate.
- Convenience Center / Recycling Center on Quarry Road: \$42,000 estimated operating cost based on start date of October 1.
- Capital Budget:
 - Sheriff Requests:

- \$9,000 for tasers and the Finance Committee recommended that the funds come from the drug enforcement fund, which currently has a balance of \$200,000.
- \$100,000 remaining in the current year budget in the Sheriff's capital fund from the renovation project. These funds could be used to purchase requested repeaters and a time-sync server.
- Eliminated double budget for museum floor.
- Added the convenience center at \$500,000 and reduced the fund balance designation.
- Parks:
 - Kohn study reduced to \$20,000 for development of a park master plan that includes park uses and maintenance. This item was removed from the FY2016 budget but the Parks and Recreation Advisory Board believes it should be included in the FY2017 budget.
 - Park Fencing: Taking a year off from the annual \$10,000 budgeted for this item.
 - Adjusted credit card fees.
- CCSA deficit was increased from \$150,000 to \$207,000.
- School budget request added including monies in the fund balance for Schools capital debt at \$1.250MM.
- Regional Juvenile Detention Center was reduced by \$22,595.
- Joint Administrative Services budget request is scheduled for review on February 22.
- Commissioner of the Revenue is closer than she was but still does not have real estate figures.
- Drug task force: have not yet received funding request.
- Minor Capital:
 - Registrar:
 - Cargo trailer: Registrar asked to research rentals.
 - Vote scanner: Sufficient funds in current year to obtain.
 - Circuit Court: \$500 for Judge's chair from current year
 - Commonwealth Attorney: \$700 for filing cabinet from current year.
 - Parks: \$1,175 for tables and chairs from current year.
 - Computer-related Items: Gordon Russell asked to review requests.

- Security modifications for GDC & JD&R: \$60,000 to \$70,000 currently budgeted for a variety of maintenance issues. Based on estimates received, it seems there should be sufficient funds in the budget to accommodate security concerns.
- Finance Committee will review personnel requests and regional organizations at its next meeting.
- CCPS Primary Renovation:
 - \$4MM is architect's estimate from preliminary schematic - project has not gone out to bid.
 - Tom Judge suggested a way to fund the entire project from the fund balance.
 - School Board has not provided comment.
- Energy Efficiency: \$50,000 – funds set aside to make modifications to existing facilities to make them more energy efficient.
- Property Acquisition: \$265,000 – funds set aside to make critical purchases of land for government use.
- Finance Committee meeting with the Schools Finance Committee at 9 am February 17 at 309 West Main Street.
- Finance Committee meeting with the Commonwealth Attorney and Circuit Court Clerk at 11 am at 102 North Church Street.

Beth Marple, Victim Witness Coordinator, with Suni MacKall, Commonwealth Attorney, distributed to a funding request for the Victim Witness program. Highlights of review include:

- Provided a brief explanation of duties and responsibilities.
- Drug cases have increased caseload.
- In a prior fiscal year, the Sheriff's Office covered training expense.
- Effective December 10, 2015, the VA Criminal Justice Services Board approved recommendations to increase current FY16 (July 1, 2015 through June 30, 2016) Victim Witness Program grants by 15% for the period January 1 - June 30, 2016. The Clarke County Victim Witness Program is allocated to receive an additional \$6,029.00 in funding.
- At this time, it is not known whether 15% increase will be included in the State's FY2017 budget.
- Salary increase requested at \$4,802 includes FICA.
- Board discussion and review highlights:

- Chairman Weiss informed Mrs. Marple and the Board that the Finance Committee would review the request in March and make recommendation to the Board.
- He noted that the County helps fund shortfalls in the Victim Witness Program through the Commonwealth Attorney's office.
- The Victim Witness program is funded through two separate grants.
- Victim Witness is a separate line item in the budget.
- In 2011, Victim Witness expenses were under funded \$6,024; 2012 underfunded \$509; 2013 underfunded \$1,400; 2014 underfunded \$1,800; 2015 ahead \$387; 2016 YTD almost completely funded.
- Chairman Weiss clarified that the Victim Witness program is a grant-funded program and sometimes the State fulfills its funding obligation; however, when the State does not fulfill its funding obligation, the County back-fills the grant.
- Tom Judge added that when the Victim Witness program started approximately fifteen years ago it was on the basis that it would cover its own costs. The position started as part-time with no benefits paying for its own travel, office supplies, etc. Over the years, the position became full time with benefits, participating in the position classifications, participating in County salary increases; now, the gap between the revenue and expenditures is wider.

Further discussion highlights include:

- Board of Equalization: would like to conclude its duties before March 1.
- By consensus, the Board instructed the Finance Committee to continue to trim the budget, to get better numbers from the Commissioner of the Revenue, and to work on the premise that a tax increase is only to neutralize revenue.

16) Government Projects Update

David Ash provided the monthly project update. Highlights include:

- Chet Hobert Park lighting project: Working with engineer
- Convenience Center: Estimate returned to engineer with request to include site plan.

17) Miscellaneous Items

Correction to CC-2016-01 – Chapter 48, Agricultural & Forestal District

Brandon Stidham distributed and reviewed the following memorandum.

TO: Board of Supervisors

FROM: Brandon Stidham, Planning Director
 SUBJECT: Correction to CC-2016-01 - Chapter 48, Agricultural & Forestal District
 DATE: February 16, 2016

The purpose of this memo is to advise you of a technical correction that will need to be made to the proposed text amendment to Chapter 48, Agricultural & Forestal District. The affected section of the text amendment is §48-4(A)(4)(a) which lists the types of special use permits that are allowable on properties in the District. The current section lists "farm wineries" as an allowable special use and Staff incorrectly recommended adding the recently-adopted "farm breweries" use to this list. Both "farm wineries" and "farm breweries" are permitted uses and should not be included in this list of allowable special uses. "Farm wineries" were previously a special use until 2009 when the Zoning Ordinance was amended to make them a permitted use in accordance with State law.

The corrected version of this section should read as follows:

(4) Special use permits.

- (a) A special use permit shall not be granted for any parcel within the **District** other than special use permits for ~~commercial stables, farm wineries,~~ livestock auction markets, ~~livestock processing facilities,~~ small-scale processing of specialty fruits and vegetables, and veterinary services, animal hospitals and *breeding* kennels.

Staff recommends adoption of the County Code text amendment with this additional change and we apologize for the confusion. Since this is a minor technical correction that does not propose a more intensive application, the Public Hearing scheduled for this evening may proceed as advertised.

If you have any questions or concerns in advance of the meeting, please do not hesitate to contact me.

18) Summary of Required Action

<u>Item</u>	<u>Description</u>	<u>Responsibility</u>
1.	Correct and Process approved minutes.	Lora B. Walburn
2.	Process 16-01P.	Lora B. Walburn
3.	Advertise public hearings for TA-16-01, TA-16-02	Lora B. Walburn
4.	Schedule BAP Review for March 7 Work Session and allow for extended session.	David Ash

<u>Item</u>	<u>Description</u>	<u>Responsibility</u>
5.	Update appointment database and process appointments.	Lora B. Walburn
6.	Request for per capita budget for Substance Abuse Coalition.	Tom Judge
7.	Update County Code Chapter 48	Lora B. Walburn
8.	Send notice of approval for Pasture Palooza to applicant and adjoining property owners.	Lora B. Walburn
9.	Proceed with insurance pool for Shenandoah Farms Sanitary District.	David Ash

19) Board Member Committee Status Reports

Supervisor Barbara J. Byrd

- Berryville Town Council: Reviewing issue with burnt house in Berryville
- Humane Foundation: Reviewing funding efforts.
- Regional Adult Detention Center: Elected officers at last meeting. New Chair - Brenda Garton, Frederick County Administrator.

Supervisor Mary L.C. Daniel

- Library Board: Met first Monday of the month.

Vice Chairman Beverly B. McKay

- NSVRC: Hired Brandon Davis as the new director.

20) Closed Session

No Closed Session called.

At 3:22 pm, Chairman Weiss adjourned the afternoon session.

At 6:34 pm, Chairman Weiss convened the evening session.

21) Citizens Comment Period

No citizens appeared to address the Board.

22) Presentations to Clarke County Public Schools 2016-01R and 2016-02R

Clarke County High School football coaches and team members joined the Supervisors for presentation of Resolution Congratulating Clarke County High School Football Team 2016-01R. *[See Consent Agenda]*

Clarke County High School mentors, coaches and team members joined the Supervisors for presentation of Resolution Congratulating Clarke County High School Zero Robotics Team 2016-02R. *[See Consent Agenda]*

23) PH 16-02: Renewal of the Clarke County Agricultural & Forestal District

Brandon Stidham summarized the renewal and required actions in a PowerPoint presentation.

At 6:55 pm, Chairman Weiss called for question. Hearing none, he opened the public comment portion of the public hearing. Being no persons desiring the address the Board, he closed the public hearing.

Vice Chairman McKay moved to approve the renewal of the Clarke County Agricultural & Forestal District:

- **For an additional six-year term beginning at the conclusion of the current District term on March 16, 2016, and**
- **To include acceptance of the Sheehey-Jones property, 22.64 acres located at Tax Map #29-A-35A, into the District.**

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

24) PH 16-03: Chapter 48 – Agricultural & Forestal District County Code Text Amendment (CC-2016-01)

At 6:57 pm, Chairman Weiss called for question. Hearing none, he opened the public comment portion of the public hearing. Being no persons desiring the address the Board, he closed the public hearing.

Vice Chairman McKay moved to adopt the proposed text amendment to County Code Chapter 48, Agricultural & Forestal District, as presented by staff. The motion carried by the following vote:

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

At 6:58 pm, Chairman Weiss called for question. Hearing none, he opened the public comment portion of the public hearing. Being no persons desiring the address the Board, he closed the public hearing.

Vice Chairman move to adopt annual review process as presented by staff. The motion carried by the following vote:

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

**COUNTY CODE TEXT AMENDMENT (CC-2016-01)
Chapter 48 – Agricultural & Forestal District
(Adopted by the Board of Supervisors on February 16, 2016)**

[HISTORY: Adopted by the Board of Supervisors of Clarke County 3-17-1992. Amendments noted where applicable.]

General References State Code 15.2-4300 thru 4314

§ 48-1. Renewal. The Clarke County Agricultural and Forestal **District**, is modified and renewed in accordance with the provisions of § 15.2-4300 Agricultural and Forestal Districts Act of the Code of Virginia: *
§15.2 –4300 thru 4314

A. Only lands currently zoned Agricultural-Open Space-Conservation (AOC) and Forestal Open-Space Conservation (FOC) shall be included in the **District**.

B. Land situated within incorporated town limits shall not be included in the **D**istrict.

§ 48-2. Addition of lands to **D**istrict. [Amended 98-03-17]

~~A. Only lands currently zoned Agricultural Open Space Conservation (AOC) and Forestal Open Space Conservation (FOC) shall be included in the district.~~

~~B. Land situated within incorporated town limits shall not be included in the district.~~

A. Addition of lands to the District:

(1) At the time of District review. Qualifying lands may be added to the District at the time of District review in accordance with the procedures set forth in the Agricultural and Forestal Districts Act of the Code of Virginia (§15.2-4300 thru 4314).

(2) During the District term. Qualifying lands may be added to the District during the District term in accordance with the procedures set forth in the Agricultural and Forestal Districts Act of the Code of Virginia (§15.2-4300 thru 4314). Applications to add qualifying lands to the District during the District term shall be considered on an annual basis subject to procedures established by the Board of Supervisors.

CB. Qualifying lands. The Land Evaluation and Site Assessment (LESA) System shall be employed as the dominant decision-making tool as to the ~~constitution of~~ **qualification for land the **D**istrict as follows except for land considered as open space. **Though referred to generically as LESA, there are two separate scoring systems -- one for agricultural parcels and another for forestal parcels. The difference in the two systems is the indicator species used to classify productive soils.** ~~Criteria for open space qualification are set forth in County Code Section 48-2(E).~~**

(1) Farms-zoned AOC **Parcels having a composite LESA score of 72 or higher for parcels less than 40 acres, a LESA score of 68 or higher for parcels between 40 and 129.99 acres or a LESA score of 64 or higher for parcels 130 acres or greater shall ~~be included~~ **qualify for inclusion in the District.****

(2) Farms **Parcels having a composite LESA score of lower**

than 60 shall ~~be excluded~~ **not be qualified for inclusion in the District** unless they qualify as described in Subsection D below.

~~DC.~~ Other qualifying lands. Tracts ~~zoned AOC~~ which are adjacent to and operated contiguously with farming **or forestry units properties** qualifying as in Subsection ~~CB~~(1) above and which are owned by one or more individuals who also own the qualifying farming ~~unit property~~; **shall be qualified for inclusion** provided that the adjacent tract does not lie within the corporate ~~fringes limits~~ of Berryville or Boyce ~~as described in Subsection C(3) above~~; **shall be included.**

~~ED.~~ Qualifying open space lands. Parcels proposing to be included in the **District** as open space shall meet the following criteria:

- 1) The parcel shall not contain any commercial use except that which is allowed as a Principal Use and/or Structures by the County Zoning Ordinance.
- 2) The parcel shall consist of a minimum of 5 acres.
 - a. The Board may make an exception to 5 acre minimum upon recommendations from the Advisory Committee and Planning Commission if the parcel is **approximate adjacent** to a perpetual conservation easement, historical easement and/or is considered an environmentally sensitive area as determined by the County Natural Resource Planner or a County approved environmental or historical professional.
- 3) The parcel shall contain at least one unused dwelling unit right.
- 4) The parcel shall not use or transfer the dwelling unit right(s) during the term of the **District**.

§ 48-3. Term of **District**. The term of the Clarke County Agricultural and Forestal District shall be 6 years.

§ 48-4. Effects on land use. A. Within the **District**.
(1) Subdivisions. A minor subdivision that creates no more than one additional lot shall be permitted for any parcel within the **District** during the term of the **District** except for property requesting inclusion to the **District** as open space. Requirements for open space is set forth in Section 48-2 (E) of this code.

(2) Boundary Line Adjustments:

(a) Involving District parcels. Boundary line adjustments between parcels within the district shall be permitted.

(b) Involving District and non-district parcels. Boundary line adjustments between parcels where one of the parcels is not in the **D**istrict shall be permitted if the parcel in the **D**istrict is receiving land. If the **D**istrict parcel is transferring land either with or without a dwelling unit right then the **D**istrict parcel shall be limited to only one such boundary line adjustment during the term of the **D**istrict and such boundary line adjustment shall be in lieu of the **D**istrict parcel's subdivision right as set forth in Chapter 48-4 (A)(1).

(3) Rezoning. No parcel within the **D**istrict shall be rezoned to other than an Agricultural-Open Space-Conservation (AOC) and/or Forestal Open-Space Conservation (FOC) zoning category.

(4) Special use permits.

(a) A special use permit shall not be granted for any parcel within the **D**istrict other than special use permits for ~~commercial stables, farm wineries,~~ livestock auction markets, ~~livestock processing facilities,~~ small-scale processing of specialty fruits and vegetables, and veterinary services, animal hospitals and **breeding** kennels.

(b) All other principal uses and structures and accessory uses and structures, as set forth in the Schedule of District Regulations, AOC and FOC District, of Chapter 188, Zoning, shall be permitted by right of parcels within the **D**istrict.

B. Adjacent to the **D**istrict. The establishment and existence of the **D**istrict shall not subject any adjacent tracts to restrictions and/or regulations other than those already applicable through Chapter 188, Zoning, and Chapter 161, Subdivision of Land, and other land use ordinances and plans in effect. The LESA System shall be employed as a primary tool in the decision making process with respect to proposed rezonings and other proposed changes in land use for tracts adjacent to the **D**istrict, including evaluating any applications for including additional

lands in the **D**istrict.

§ 48-5. Withdrawal from **D**istrict.
[Amended 98-03-17]

A. During the term of the **D**istrict, withdrawals for good and reasonable cause shall be permitted as follows:

(1) For financial hardship approaching confiscation of property, such hardship to be documented in writing. In the case where a portion of the enrolled land is proposed to be subdivided and would not meet criteria for enrollment in the **D**istrict, all minor subdivisions (1 or 2 lots) will be withdrawn during the Clarke County Agricultural and Forestal District regular renewal period. For all major subdivisions (3 or more lots), those proposed lots not meeting the District requirements for inclusion into the Agricultural and Forestal District, must be withdrawn from the District prior to subdivision approval by the approving authority.

(2) Upon death of a landowner of record, no less than an entire tract of record as it existed on the date of renewal of the **D**istrict may be withdrawn.

B. At the end of the term. At the expiration of the term, but prior to renewal, each landowner shall be allowed to withdraw from the district, for any reason, upon written application stating such reasons.

§ 48-6. Notification to prospective purchaser.

The owner of property in the District is advised to notify a prospective purchaser of the property that the property is located in the District. ~~Formal notification of the existence of the district to a prospective purchaser of land within the district should be strongly encouraged. At a minimum, formal notification of the renewal of the district shall be made by the posting of a notice in the Circuit Court House.~~

§ 48-7. List of parcels¹F

The Clarke County Agricultural and Forestal District shall include the list of parcels, a copy of which is on file in the County Planning Department.

Amendments
Chapter 48

1992-03-17

Adopted by the Board of Supervisors of Clarke County

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

- 1998-03-17 § 48-2. Addition of lands to **D**istrict. Remove 2-C-(3); Add to § 48-5-A-(1) subdivision requirements.
- 2004-03-16 Clarke County Agricultural renamed Clarke County Agricultural and Forestal District and add FOC throughout Chapter.
- 2010-03-16 County Code amended to include open space category with criteria for acceptance, criteria for boundary line adjustments and formal renaming of District from Agricultural District to Agricultural and Forestal District.
- 2016-02-16 Chapter amended throughout technical edits for clarity and consistency purposes; §48-1 Renewal add District; §48-2 Addition of lands to District, §48-4 Effects on land use, §48-6 Notification to prospective purchaser CC-2016-01

25) PH 16-04: Pasture Palooza Music and Arts Festival Special Event Permit Application Large Event

Trevor Creany appeared before the Board to present his application and provided the following responses to questions from the Board.

- Estimating attendance at 1,500 for current permit application that covers the next three years.
- 950 attendees at 2015 event.
- Does not foresee this event growing to be as large as the annual event held at Watermelon Park.
- Upon request, neighbors are given two free event tickets.
- Dust control:
 - Use magnesium chloride for dust control because it is more environmentally friendly.
 - If conditions are the same as last year, more applications may be necessary.
 - Contractor recommended 3.5 tons to cover from Triple J Road to the event property.

At 7:05 pm, Chairman Weiss opened the public comment portion of the public hearing. Being no persons desiring the address the Board, he closed the public hearing.

Supervisor Daniel moved to approve the special event permit request for Pasture Palooza Music and Arts Festival for 2016, 2017 and 2018. The motion carried by the following vote:

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

26) PH 16-05: Rear Yard Setback -- Rural Residential (RR) District Zoning Ordinance Text Amendment (TA-15-03)

Brandon Stidham summarized the proposed text amendment.

At 7:08 pm, Chairman Weiss called for questions. Hearing none, he opened the public comment portion of the public hearing. Being no persons desiring the address the Board, he closed the public hearing.

Supervisor Byrd moved to approve TA-15-03 text amendment to amend §3-A-3-c, Minimum Yard Requirements -- Rural Residential District (RR), of the Zoning Ordinance 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

Zoning Ordinance Amendment Text (proposed changes in bold italics with strikethroughs where necessary):

3-A-3-c Minimum Yard Requirements

	Parcels with less than 15,000 sq. ft.	Parcels with 15,000 sq. ft or more
From the edge of a private access easement	15 feet*	25 feet
From the centerline of a secondary highway	40 feet*	50 feet
From the edge of a primary highway right of way		
-- With less than 5000 trips per day	15 Feet*	25 feet
-- With 5000 or more trips per day	40 feet*	50 feet
* add 10 feet for entrance side of garages, carports, or other structures used to house vehicles		
From side property lines	5 feet	10 feet
From rear property lines (structures 200 sq. ft. or less)	25 feet 5 feet	35 feet 25 feet 10 feet
From intermittent streams	0 feet	25 feet
From perennial streams, springs, & sinkholes	100 feet	100 feet

27) PH 16-06: Board of Zoning Appeals – Code of Virginia Amendments Zoning Ordinance Text Amendment (TA-15-04)

Brandon Stidham summarized the proposed text amendment.

At 7:10 pm, Chairman Weiss called for questions. Hearing none, he opened the public comment portion of the public hearing. Being no persons desiring the address the Board, he closed the public hearing.

Supervisor Catlett moved to adopt TA15-04 text amendment to amend Article 7 (Appeals, Variances, Interpretations, and Modifications) of the Zoning Ordinance 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

**ZONING ORDINANCE TEXT AMENDMENT (TA-15-04)
Board of Zoning Appeals – Code of Virginia Amendments
(Adopted by the Board of Supervisors on February 16, 2016)**

Zoning Ordinance Amendment Text (proposed changes in bold italics with strikethroughs where necessary):

7 APPEALS, VARIANCES, INTERPRETATIONS, AND MODIFICATIONS

(11/16/04) (7/15/08) (10/18/11)

7-A APPEALS, VARIANCES, INTERPRETATIONS, AND MODIFICATIONS

There shall be established a Board of Zoning Appeals (Board) that shall consider appeals, variances, and zoning map interpretations.

7-A-1-n Hearings – Procedures

1. The non-legal staff of the Board of Supervisors may have ex parte communications with a member of the Board prior to the hearing but may not discuss the facts or law relative to the case before the Board. The applicant, landowner, or their agent or attorney may have ex parte communications with a member of the Board prior to the hearing but may not discuss the facts or law relative to the case before the Board. If any ex parte discussion of facts or law in fact occurs, the party engaging in such communication shall inform the other party as soon as practicable and advise the other party of the substance of such communication. For purposes of this section, regardless of whether all parties participate, ex parte communications shall not include (i) discussions as a part of a public meeting or (ii) discussions prior to a public meeting to which staff of the governing body, the applicant, landowner, or their agent or attorney are all invited. For purposes of this section, “non-legal staff of the Board of Supervisors” shall mean any staff who is not in the office of the attorney for the County, or for the Board, or who is appointed by special law or pursuant to §15.2-1542. Nothing in this section shall preclude the Board from having ex parte communications with any attorney or staff of any attorney where such communication is protected by the attorney-client privilege or protection of confidentiality.

2. Any materials relating to the case before the Board, including a staff recommendation or report furnished to a member of the Board, shall be made available without cost to an applicant, appellant, or other person aggrieved under §15.2-2314, as soon as practicable thereafter, but in no event less than three business days of providing such materials to a member of the Board. If the applicant, appellant, or other person aggrieved under §15.2-2314 requests additional documents or materials to be provided by the locality other than those materials provided to the Board, such request shall be made pursuant to §2.2-3704. Any such materials furnished to a member of the Board shall also be made available for public inspection pursuant to Subsection F of §2.2-3707.

3. At a hearing the board shall offer an equal amount of time to the applicant, appellant, any other person aggrieved under §15.2-2314, and the County staff.

7-A-2 Appeals of Administrative Determinations

7-A-2-a The Board shall hear and decide appeals from any order, requirement, decision, or determination made by an administrative officer in the administration or enforcement of the Zoning Ordinance. The decision on such appeal shall be based on the Board's judgment of whether the administrative officer was correct. The determination of the administrative officer shall be presumed to be correct. At a hearing on an appeal, the administrative officer shall explain the basis for their determination after which the appellant has the burden of proof to rebut such presumption of correctness by a preponderance of the evidence. The board shall consider ~~the purpose and intent of~~ any applicable ordinances, laws, and regulations in making its decision. For purposes of this section, "determination" means any order, requirement, decision, or determination made by an administrative officer. Any appeal of a determination to the Board shall be in compliance with this section, notwithstanding any other provision of law, general or special.

7-A-3 Variances

7-A-3-d No variance shall be ~~authorized~~ considered except after public notice and hearing as required by Virginia Code §15.2-2204. However, when giving any required notice to the owners, their agents or the occupants of abutting property and property immediately across the street or road from the property affected, the Board may give such notice by first-class mail rather than by registered or certified mail.

7-A-3-e Action on Variance Application

1. The burden of proof shall be on the applicant for a variance to prove by a preponderance of the evidence that the application meets the standards for a variance as defined in Va. Code §15.2-2201 and the criteria set out in this section.

2. Notwithstanding any other provision of law, general or special, a variance shall be granted if the evidence shows that the strict application of the terms of the ordinance would unreasonably restrict the utilization of the property or that the granting of the variance would alleviate a hardship due to a physical condition relating to the property or improvements thereon at the time of the effective date of the ordinance, and:

(a) the property interest for which the variance is being requested was acquired in good faith and any hardship was not created by the applicant for the variance;

(b) the granting of the variance will not be of substantial detriment to adjacent property and nearby properties in the proximity of that geographical area;

(c) the condition or situation of the property concerned is not of so general or recurring a nature as to make reasonably practicable the formulation of a general regulation to be adopted as an amendment to the ordinance;

(d) the granting of the variance does not result in a use that is not otherwise permitted on such property or a change in the zoning classification of the property; and

(e) the relief or remedy sought by the variance application is not available through a special exception process that is authorized in the ordinance pursuant to subdivision 6 of §15.2-2309 or the process of modification of a zoning ordinance pursuant to subdivision A4 of §15.2-2286 at the time of the filing of the variance application.

~~7-A-3-f~~ In order to consider granting a variance, the Board must find that the effect of the zoning ordinance on the property under consideration, as it stands, interferes with all reasonable beneficial uses of the property, taken as a whole.

~~7-A-3-g~~ *No variance shall be granted by the Board unless it finds that:*
(12/15/09)
)
1. ~~The property owner has shown that~~
a. ~~the property was acquired in good faith, and~~
b. ~~the strict application of the terms of the ordinance would effectively prohibit or unreasonably restrict the utilization of the property because of (i) the exceptional narrowness, shallowness, size, or shape of the property, or (ii) exceptional topographic condition or other extraordinary situation or condition of the piece of property, or (iii) the condition, situation, or development of property immediately adjacent thereto; or~~
2. ~~The Board is satisfied, upon the evidence heard by it, that the granting of the variance will alleviate a clearly demonstrable hardship, as distinguished from a special privilege or convenience sought by the applicant.~~

~~7-A-3-h~~ No variance shall be granted by the Board unless it further finds that:
1. ~~the strict application of the Zoning Ordinance would produce undue hardship relating to the property; and~~
2. ~~the hardship is not shared generally by other properties in the same zoning district and the same vicinity; and~~
3. ~~the authorization of the variance will not be of substantial detriment to adjacent property and that the character of the district will not be changed by the granting of the variance; and~~
4. ~~the condition or situation of the property concerned is not of so general or recurring a nature as to make reasonably practicable the formulation of a general regulation to be adopted as an amendment to the zoning Ordinance.~~

~~7-A-3-if~~ The concurring vote of a majority of the membership of the Board shall be necessary to approve a variance.

~~7-A-3-jg~~ In ~~approving~~granting a variance the Board shall tailor the variance to provide the minimum variance necessary to alleviate the hardship, and the Board may impose such conditions regarding the location, character, and other features of the proposed structure or use, as it may deem necessary in the public interest. The Board may require a guarantee or bond to ensure that the conditions imposed are being and will continue to be complied with.

~~7-A-3-kh~~ The Board will not consider substantially the same application within one year of previous Board action.

7-B MODIFICATIONS

7-B-5 The decision of the Zoning Administrator may be appealed to the Board of Zoning Appeals as provided in 7-BA-2 of this Ordinance.

28) PH 16-07: Forestal-Open Space-Conservation District (FOC) Development Regulations Zoning and Subdivision Ordinance Text Amendment (TA 15-05)

Brandon Stidham summarized the proposed text amendment. He clarified for Supervisor Byrd that the amendment would apply to the County's valley areas.

At 7:17 pm, Chairman Weiss opened the public comment portion of the public hearing. Being no persons desiring the address the Board, he closed the public hearing.

Supervisor Byrd TA 15-05 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

**ZONING AND SUBDIVISION ORDINANCE TEXT AMENDMENT (TA-15-05)
Forestal-Open Space-Conservation District (FOC) Development Regulations
(Adopted by the Board of Supervisors on February 16, 2016)**

Proposed Ordinance Amendment Text (New language appears in bold red italics with strikethroughs where applicable):

Subdivision Ordinance Text Amendment Language
(new language in bold italics with strikethroughs where necessary)

4N Applications for Subdivisions in the Forestal-Open Space-Conservation (FOC) District

1. Applicability. To assure compliance with the provisions of §3-A-2-f of the Zoning Ordinance, and to assure that development on subdivision lots in the FOC District result in the least practicable amount of tree and vegetation clearing and in the preservation of the integrity of sensitive slopes, applications for subdivisions in the FOC District, in addition to meeting other requirements of this Article 4, shall meet the requirements of §4N of this Article. Any amendments to approved major or minor subdivision plats after adoption of this Section 4N shall comply with the requirements of this section.

2. Plat requirements. Preliminary and final plats for subdivisions in the FOC District shall include the following, in addition to the other requirements of this Article:

- a. **Topography and elevation.**
 - b. **Slippage soils which are identified as soil type 54C Udorthents in the "Soil Survey of Clarke County" (1982).**
 - c. **Highly erodible soils which are defined as soil types 2C, 3D, 5C, 6C, 7D, 8D, 9D, 11B, 12D, 12E, 13D, 13E, 14C, 17B, 19D, 20D, 22C, 22D, 25B, 26B, 26C, 27B, 28C, 29C, 38C, 39C, 39D2, 41C, 42C, 43C, 47C, and 57D2, as identified in the "Soil Survey of Clarke County (1982)".**
 - d. **Slope categories of 7-15%, 15-25%, and greater than 25%.**
 - e. **Existing woody vegetation.**
 - f. **Location of intermittent and perennial streams and other similar features.**
 - g. **For each proposed lot, the following shall be shown:**
 - (1) **Clearing area dimensions for proposed building site(s)**
 - (2) **Location and dimensions of proposed building envelope(s), drainfield site(s), and reserve area site(s)**
 - (3) **Location and dimensions of proposed access and utility easements**
 - (4) **Location and dimensions of no clear areas consisting of required vegetated perimeter buffers, tree preservation areas, critical root zones, and highly erodible soils/slippage soils**
 - h. **Required plat notes. The plat shall include the following required notes in addition to any notes required by the Zoning Administrator or Planning Commission:**
 - (1) **NOTICE OF DEVELOPMENT REGULATIONS. This subdivision is subject to the buffering and preservation requirements depicted herein. No land disturbance, construction, or clearing shall take place within the delineated buffering and preservation areas without prior inspection and authorization by the County of Clarke.**
 - (2) **AGRICULTURAL AND FORESTAL ACTIVITIES. Clearing for agricultural activities shall not occur prior to the filing of a Farm Management Plan as required by §3-A-2-f-8 of the Zoning Ordinance. Clearing for conservation forestry activities shall not occur without the filing of a Pre-Harvest Plan as required by §3-C-2-k of the Zoning Ordinance.**
3. **Development plan narrative. In addition to providing the Environmental Inventory and Impact Statement as required in subsection 5, a development plan narrative shall be provided that includes the following elements. The narrative shall be a binding part of the conservation plat approval and shall be recorded with the record plat.**
- a. **Description of the type of existing woody vegetation on the subject property including native species to be protected and invasive species and/or dead vegetation to be removed.**
 - b. **Methods to be used to protect no clear areas during site development and construction including a plan for field delineating the no clear areas to guard against future clearing.**

- c. In the event that the applicant proposes clearing for agricultural activities, the narrative shall also include a copy of the proposed Conservation Farm Management Plan.***
- 4. Building site amendments. Building sites depicted on the record plat may be amended with approval by the Planning Commission. A plat of the lot showing the new proposed building site shall be submitted to the Planning Commission for review and shall meet all requirements set forth in subsection 2.***
- 5. Required meetings and inspections. The following meetings and inspections with the Zoning Administrator or their designee shall be conducted:***

 - a. Pre-Application Site Visit. In addition to the Pre-Application Conference required in subsection 4-A, a site visit to the subject property shall be conducted. The purpose of the site visit is to ensure that the applicant, the applicant's engineer or surveyor, and County staff understand the subject property's vegetative and topographic characteristics. This site visit shall be conducted any time before or in conjunction with the Pre-Application Conference.***
 - b. Pre-Construction Site Inspection. Following approval of the plat by the Planning Commission, the Applicant shall be required to schedule a Pre-Construction Site Inspection involving the Zoning Administrator and the County's erosion and sediment control program administrator prior to commencing clearing or land disturbance activities. The purpose of this inspection is to ensure that the developer has marked the no clear areas in the field and has installed protection measures (e.g., safety fencing, permanent delineation markers) in accordance with the approved plat. No building permit or land disturbance permit shall be issued prior to conducting this inspection.***
 - c. Post-Construction Final Inspection. A final inspection shall be conducted by the Zoning Administrator or designee prior to issuance of a certificate of occupancy to ensure that the site has been developed in accordance with the approved plat. In the event that the developer has encroached into no clear areas or otherwise violated the plat requirements, no temporary or permanent certificate of occupancy shall be issued until the violation is remediated according to Zoning Ordinance requirements.***
- 6. Field adjustments prohibited. The Zoning Administrator shall not be authorized to grant field adjustments or administrative variances to the approved plat during the construction process. Any request for adjustments shall be processed as an amendment to the previously approved plat for consideration by the Planning Commission.***

Zoning Ordinance Text Amendment Language
(new language in bold italics with strikethroughs where necessary)

§3-A-2-b, Lot Requirements (FOC)**3. (To be added following the open space parcel area table):**

The residual open space parcel shall not be reduced in size through boundary line adjustment by more than 10% of the total area and the dwelling unit right shall not be transferred to another property. The residual open space parcel may be increased in size through boundary line adjustment or merger without limitation; however no additional dwelling unit rights shall be transferred to the residual open space parcel.

4. *Provision of area with slopes less than 25%. No lot shall be created unless it contains at least one (1) acre of area with slopes less than 25%.***5. *Subdivisions. All minor and major subdivisions in the FOC District shall comply with Section 4N of the Subdivision Ordinance.*****§3-A-2-f, Vegetated Property Buffer and Clearing Limits.****1. *Applicability. The requirements of this subsection shall apply to all parcels except for parcels with a dwelling constructed on or before February 18, 2003, unless a different effective date or minimum parcel size is specified.*****2. *Vegetated buffer required along property lines. Except for those clearing activities listed in section 3-A-2-f-98, existing woody vegetation shall be retained within 25 feet of all property lines on parcels of four acres or more. **Parcels** with a dwelling constructed ~~after 18-February 2003~~ on or before February 18, 2003 shall be exempt from this provision.*****3. *Vegetated buffer required from public rights of way and private access easements. Except for those clearing activities listed in section 3-A-2-f-98, existing woody vegetation shall be retained within 50 feet of the edge of public rights of way or 25 feet of the edge of private access easements on parcels of four acres or more. **Parcels** with a dwelling constructed ~~after 21-June-2005~~ on or before June 21, 2005 shall be exempt from this provision.*****4. *Retain existing vegetation on slopes. Except for those clearing activities listed in section 3-A-2-f-98, existing woody vegetation shall be retained on **all** parcels with:***

a. an average slope (within area to be cleared) from 7% up to 15 % and over the elevation of 800 feet above sea level, except for 2 acres for a house site **for dwellings constructed after June 21, 2005, and.**

b. an average slope (within area to be cleared) from 15% up to 25 % **and over the elevation of 800 feet above sea level**, except for 1 acre for a house site, or 1.5 acres if an erosion and sediment control plan is prepared by a professional engineer and approved by the Zoning Administrator for dwellings constructed after ~~21-June-2005~~ **June 21, 2005.**

c. ~~on~~ slopes of 25% or more, and

- d. ~~on~~ slippage soils.
 - e. *For purposes of this section, "house site" is defined as the parcel's buildable area as modified by the regulations enumerated in (a) and (b) above.*
- ~~4. Except for those clearing activities listed in section 3-A-2-f-9, clearing is allowed within 200 feet of the house site area described in the previous section provided:~~
- ~~a. there are no clear-cut openings,~~
 - ~~b. the thinning of trees of 2 inches or more in diameter (measured 4.5 feet above ground), is allowed, if randomly spaced with not more than 50% of the crown cover removed within any 10-year period,~~
 - ~~c. pruning of branches is limited to the bottom 1/3 of the tree, and~~
 - ~~d. this clearing within 200 feet of house site areas shall be done before issuance of final certificate of occupancy.~~
5. **Tree Protection during Construction.** ~~a. Critical Root Zone~~ Tree preservation areas shall be identified on the subdivision plat ~~or and~~ construction plans. ~~A "Critical root zones"~~ (CRZ) shall be delineated on the plans and clearly marked and protected in the field. ~~Field delineation of tree preservation areas and critical root zones shall be inspected by County staff~~ prior to any land disturbance. The CRZ is the area underneath the Tree Drip Line as defined in Section 9-B-180.
- ~~(1) General Requirements~~
- a. Before any land disturbance, suitable protective barriers, such as safety fencing, shall be erected outside of the CRZ of any tree or stand of trees to be preserved. Protective barriers shall remain so erected throughout all phases of construction. No grade changes or storage of equipment, materials, debris, or fill shall be allowed within the area protected by the barrier. No construction traffic, parking of vehicles, or disposal of liquids is permitted within the CRZ.
 - b. Trees likely to die as a result of site disturbance activities within 25 feet of the safety fence, as identified in the tree conservation plan, shall be removed.
6. **Remediation of excessive clearing activities.** Revegetation/tree replacement, in consultation with a Forestry Consultant or Certified Arborist and within the guidelines described below, shall be required for all areas where any clearing occurs in excess of the standards for maximum cleared area or in required vegetative buffer.
- a. *Violations. Any excessive clearing that occurs in violation of the requirements of this ordinance or in violation of any approved subdivision plat, site plan, or construction plan shall be remediated in accordance with this subsection. If a violation is discovered during the land clearing, land disturbance, or construction process, no certificate of occupancy (temporary or permanent) or surety release shall be granted until the violation is remediated and such remediation is inspected and approved by the Zoning Administrator. If a violation is discovered after completion of construction, it shall be remediated within thirty (30) days of the date*

of written notice by the Zoning Administrator. The Zoning Administrator may grant additional time to complete remediation activities if such timeframes will help ensure viability of replacement plantings due to weather or seasonal conditions.

b. Remediation plan. The property owner shall be responsible for providing a written remediation plan with the Zoning Administrator to correct instances of excessive clearing. The remediation plan shall be consistent with the replacement criteria in Subsection c below and with the approved conservation subdivision plat, land disturbance plan, or other approved plan. The property owner shall be responsible for ensuring the viability of all replacement plantings, shall request inspection by the Zoning Administrator or designated agent within two (2) years of planting to confirm viability, and shall replace any trees that may die. Additional fees may be imposed by the County to cover the cost of reviewing the remediation plan and conducting compliance inspections.

ac. Replacement criteria. Trees that are removed shall be replaced so that there is, at a minimum, no loss of tree canopy coverage upon maturity of the replacement trees. All trees to be used as replacement trees shall be:

- (1) a Virginia native tree species as identified in the Virginia Department of Forestry's Tree Seedling Brochure described by the Virginia Native Plant Society (<http://www.dcr.virginia.gov/dnh/native.htm>);
- (2) be of minimum quality as identified in the American Standard for Nursery Stock (ANSI Z60.1-2004) (as amended);
- (3) planted as described in the American Standard for Nursery Stock ANSI Z60.1-2004 (as amended); by a qualified landscape contractor to insure survival; and a minimum of 4 feet in height with caliper dependent on species.

7. Permitted clearing for agricultural uses. Clearing for agricultural uses shall require a Conservation Farm Management Plan approved by either the regional Soil and Water Conservation District or the federal Natural Resources Conservation Service and submitted to the **County** Zoning Administrator. ***Prior to conducting the clearing activity, an affidavit for agricultural clearing shall be completed by the property owner and filed with the Zoning Administrator stating the nature of the agricultural use(s) and affirmation that they will comply with the Conservation Farm Management Plan.***

8. Other permitted clearing activities. The following clearing activities shall be allowed in the no-clear areas:

- a. Dead trees and shrubs may be removed.
- b. Invasive alien species may be removed. Invasive alien species shall be those listed by the Virginia Department of Conservation and Recreation.
- c. Forestry activities as described in Section 3-C-2-k.
- d. Clearing for the following activities may occur in the vegetated property buffer, with the written approval of the Zoning Administrator ***and a member of the Planning Commission (preferably a Commission member from the Election District where the***

~~subject property is located~~, provided no more land, trees, or vegetation shall be disturbed than is necessary for construction, use, and maintenance of:

- (1) driveways and access easements of not more than 30 feet wide,
- (2) electric, gas, and telephone utility easements,
- (3) on-site water facilities and sewage disposal systems, if the Planning Commission determines that not allowing such facilities or systems in the buffer would prohibit the practical development of such facilities or systems
- (4) public water and sewer lines (including water and sewer lines constructed by private interests for dedication to public agencies.

- ~~(5) fences, or~~
- ~~(6) Forestry activities as described in 3-C-2-k, or~~
- ~~(7) noncommercial telecommunication antennae, structures less than 12 feet high subject to the sunset provisions in Section 3-C-2-x-8 (vegetation may be cut only within a six foot radius of the structure, but no vegetation removal shall result in land disturbance except as necessary for the structure itself).~~

§3-A-1-f, Vegetated Property Buffer (AOC)

- 3. The following types of development may be located in the vegetated property buffer, with the written approval of the Zoning Administrator ~~and a member of the Planning Commission (preferably a Commission member from the Election District where the subject property is located)~~, provided no more land, trees, or vegetation shall be disturbed than is necessary for the construction, use, and maintenance of:

§3-C-2-k, Forestry Uses and Structures

- ~~4. No subdivision application accepted for three years before or after a timber harvest operation.~~
- ~~5. No Pre-Harvest Plan would be accepted for a property within three years of approved subdivision.~~

Definitions to be Added to Zoning Ordinance Section 9

~~**Clear cut** -- A harvesting technique which removes all the trees (regardless of size) in an area in one operation but does not involve land disturbance or removal of stumps.~~

~~**No-clear areas** – Areas designated for the preservation and protection of existing trees and vegetation including but not limited to vegetated buffers, tree preservation areas and critical root zones. Such areas may be depicted on an approved site plan or subdivision plat, or may be generally designated by regulations set forth in this Ordinance.~~

Other Proposed Changes

3-C-2-y **Siting of** Propane Tanks

Propane tanks of 500 gallons or larger shall be placed underground **or shall be completely screened from view of adjoining properties through siting, vegetated screening, fencing, or other methods deemed acceptable by the Zoning Administrator. Screening methods, whether natural or manmade, shall be maintained throughout the life of the propane tank.**

Shenandoah Farms Sanitary District

David Ash raised the issue of retaining general liability and professional liability insurance in the operation of that district now that the Board of Supervisors is the governing board of the Shenandoah Farms Sanitary District [SFSD]. Highlights of his review include:

- Insurance carrier quoted \$304 for the remainder of this fiscal year for the district.
- The district must authorize a spokesperson to sign the documents to become a member of the VACo risk pool.
- Clarke County currently participates as a member of the VACo risk pool.
- The insurance would protect the Board with general liability insurance of \$2MM combined single limit.
- Professional or public liability has a \$1MM limit on each wrongful act.
- Environmental liability is \$1MM limit.
- Cyber risk is \$500,000 limit.
- Attorney Robert Mitchell is advising that the Board immediately secure liability and public officials liability insurance.
- SFSD assets such as facilities, playground equipment, are unknown at this time so premiums next year may have to be adjusted calculated based on an assessment of what needs to be insured once inventoried.

Supervisor McKay moved to accept the recommendation to secure insurance for the new Shenandoah Farms Sanitary District and to authorize County Administrator David Ash to act on behalf of the Board with respect to the adoption of a member agreement to join the Virginia Association of Counties Group Self-Insurance Risk Pool. 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 |

RESOLUTION TO ADOPT THE MEMBER AGREEMENT TO JOIN

**THE VIRGINIA ASSOCIATION OF COUNTIES
GROUP SELF INSURANCE RISK POOL**

WHEREAS, Clarke County Sanitary District desires to protect against liability claims and property losses and to provide for payment of claims or losses for which it may be liable; and

WHEREAS, the Virginia Association of Counties Group Self Insurance Risk Pool, aka VACoRP, has been established pursuant to Chapter 27 (§ 15.2-2700 et seq.) and Title 15.2 of the code of Virginia; and

WHEREAS, it is desirable for Clarke County Sanitary District to join the Virginia Association of Counties Group Self Insurance Risk Pool in order to provide a method of risk sharing for liability, workers' compensation and property losses;

NOW, THEREFORE, BE IT RESOLVED that the governing body of Clarke County Sanitary District hereby agrees to the member agreement entitled "Member Agreement for Virginia Association of Counties Group Self Insurance Risk Pool" which creates a group fund to pay liability and workers' compensation claims and property losses of the counties and other local agencies joining the Group, and we acknowledge we have received a copy of the pertinent Plan and supporting documents.

BE IT FURTHER RESOLVED David Ash is authorized to execute the member agreement to join the Virginia Association of Counties Group Self Insurance Risk Pool and to act on behalf of Clarke County Sanitary District in any other matter relative to the Group.

This the ___ day of _____ 2016.

IN WITNESS WHEREOF, this agreement is executed on behalf of the member named herein and by the Group on behalf of the members collectively, each by a duly authorized representative.

By: David Ash, Authorized Representative
Name: Clarke County Sanitary District, Member Organization Name

VIRGINIA ASSOCIATION OF COUNTIES
GROUP SELF INSURANCE RISK POOL (VACoRP)

29) Adjournment

At 7:25 pm, being no further business, Chairman Weiss adjourned the meeting.

Next Regular Meeting Date

The next regular meeting of the Board of Supervisors is set for Tuesday, March 15, 2016 at 1:00 p.m. in the Berryville Clarke County Government Center, Main Meeting Room, 101 Chalmers Court, Berryville, Virginia.

ATTEST: February 16, 2016

David S. Weiss, Chair

David L. Ash, County Administrator

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

March 15, 2016

Clarke County Board Of Supervisors
Regular Meeting
Main Meeting Room

1:00 p.m.

At a regular meeting of the Board of Supervisors of Clarke County, Virginia, held in the Berryville Clarke County Government Center, 101 Chalmers Court, 2nd Floor, Berryville, Virginia conducted on Tuesday, March 15, 2016.

Board Members Present

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

Board Members Absent

None

Staff Present

Afternoon Session: David Ash, Barbara Bosserman, Len Capelli, Tom Judge, Brandon Stidham
Alison Teetor

Evening Session: David Ash, Brandon Stidham; Alison Teetor

Constitutional Offices

Travis Sumption

Others Present

Afternoon Session: Robina Rich Bouffault, Val Van Meter and other citizens

Evening Session: Kim Braithwaite, Jackie Wetzel, Matt Setter, Charles "Peanut" Wright, Marsha Wright, Derrick Chapman

1) Call to Order

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

2) Adoption of Agenda

Add Under Miscellaneous Artisan Trail Presentation by Sherri Smith at 2:30 pm.

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

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

3) Citizens Comment Period

No citizens appeared to address the Board.

4) VDOT

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

Maintenance:

- Mobilized and responded to several weather events;
- Cleaned pipes on Rt. 7 at Montelegre Lane and Rt. 601 at the parking area;
- Removed a pipe on Rt. 604 near Rt. 605;
- Performed brush cutting in median on Rt. 7 and will continue on sides this month to prepare for mowing operations near fence;
- Conducted grading operations on non-hard surfaced routes and will continue this month as conditions permit.
- Addressed potholes throughout the County and continuing as they are reported;
- We are preparing equipment for mowing season:
- We will be performing patching as preparation for surface treatment on various routes as weather permits.

Projects:

- Allen Road: Environmental clearance on Allen Rd. is due this Friday. As soon as we receive it, we can begin pipe replacements.

Board issues:

- Met with citizens from Millwood on the 22nd. Agreed to have traffic review for Stop sign at intersection and recommendations for pedestrian safety. We will also be placing speed trailer in community on periodic basis as soon as we get it out of the shop.
- Rt. 601 curve signage repair will be addressed by end of next week.
- Rt. 50/606 drainage issue will be addressed as soon as ground conditions permit.

Vice Chairman McKay

- Drainage Pipe Old Waterloo Road off Route 340 before Morgan's Farm: Mr. Monroe will try to remove the debris as time permits.
- Route 50 across River Bridge – 1st House on Right: Mr. Monroe indicated that this issue is on his list.
- Sheetz and McDonald at Waterloo: Mr. Monroe advised that the pavement issues were the result of heavy vehicular traffic.

Supervisor Byrd

- Route 611 Summit Point Road: Shoulders dropping off possibly due to heavy commuter and farm traffic.
- Old Charlestown Road Speeding: Shoulders dropping off in some areas all the way to the Opequon.

Supervisor Catlett

- Expressed appreciation to VDOT for addressing issues she raised.

Supervisor Daniel

- Light Route 7 and Route 340: Lights take too long. VDOT will review.

Chairman Weiss

- Route 612: Edges coming off in a variety of places. VDOT assured that this is normal for this time of year and they will be addressed.

5) Economic Development Update / Report by Len Capelli, Director Economic Development

Highlights of Mr. Capelli's update include:

- Social media up [yesclarkecounty.com and clarkecountyvisitors.com]
 - Up and running
 - Continue adding content.
 - Need email addresses for local businesses.
 - As a “dot com” site, individual businesses can be featured.
 - Active on *Facebook*; trying to stimulate site activity.
 - Listing properties for sale on the website.
- In conjunction with Lord Fairfax, working with new businesses to develop business plans.
- Tourism
 - Christy Dunkle, Town Planner, is working on establishing “tourist zones.”
 - To expand local tourism, more rooms for overnight guests are needed.
 - Trying to get people into the Valley on a regional and national basis.
 - Planning an artisan event in October. Great opportunity to leverage local assets.
 - Looking at ways to develop for the Shenandoah River.
- Rural Forum: Expansion of Clarke's participation is desired.

6) 2015 Septic Pump-out Report by Alison Teetor

Highlights of Ms. Teetor's review include:

- Agreement between Frederick –Winchester Service Authority and Clarke County
- Clarke can dispose of septage waste at Opequon Wastewater Treatment Facility (OWTF)
- Allotted an average of 5,000 gallons per day (daily average flow)
- Clarke must verify that septage disposed of in the Opequon Wastewater Treatment Facility originates in from Clarke
- Approximately 5,000 septic tanks in Clarke County.
- Track usage using monthly information provided by the Service Authority.
- 3,167 pump outs in 5 years; 139 or 4% not verified.

- In compliance with terms of agreement
- Consistently below allotted an average of 5,000 gallons per day (daily average flow)
- Errors based on illegible or incomplete addresses reduced by 65% since 2011
- Recommendations;
 - Extra capacity available for septage disposal
 - County adopted septic pumpout requirements in 1994
 - Never implemented
 - No septage disposal facility in Clarke
 - Ordinance lacks financially responsible administration
 - Important maintenance component of onsite systems to insure
 - Functions as designed
 - Doesn't pollute groundwater

7) Telecommunications and Broadband Engineering Study

The Scope of Services is an expanded version of the narrative that was provided in the Planning Department's FY16-17 budget request and was prepared per the Board's direction given at the January 19, 2016 meeting. The Scope contains a draft timeline for the development of a request for proposals (RFP) and a selection process that would enable the selected firm to begin work by the start of the next fiscal year on July 1 as the Board requested.

If the Scope of Services is acceptable, Staff recommends that the Board take formal action at the March 15 meeting to direct the development and issuance of an RFP. If you have any questions or concerns in advance of the meeting, please do not hesitate to contact me.

- Scope of Study
 - The study would address, at a minimum, the following issues:
 - Analyze the County's current network of telecommunications facilities and its capacity for expansion both for cellular communications and high-speed data for internet applications. This would include examining each existing tower/monopole and co-location structure in the County or providing service from an adjacent locality to determine current carrier usage, the structural capacity for allowing additional antennas, and the projected coverage that each tower or monopole would provide at specific mounting locations.
 - Determine where current and future communications needs are in the County and the optimal locations and heights for new monopoles to meet these

needs. The primary goal would be to determine from an engineering perspective what our maximum monopole height should be in order to achieve coverage goals in specific areas of the County and, alternatively, the number and location of monopoles that would be necessary to provide similar coverage at lesser heights. Secondary goals would be to determine how many carriers could be accommodated under various maximum height scenarios, and whether taller towers are the best solution for coverage enhancement in all site conditions (e.g., topography).

- Identify new or emerging technologies accessible now or in the near future to provide telecommunications and high-speed internet access based on the County's unique characteristics; recommend detailed strategies for facilitating their development. The goal of this item is to identify any new or emerging technologies – both wired and wireless – that could be available to County residents and businesses for broadband internet access and to develop strategies to facilitate their implementation. Examples include wireless internet service providers (WISPs) or the use of distributed antenna systems by wireless telecommunications providers to improve coverage in areas that are difficult to serve by towers alone. This portion of the study would help us to determine whether there are local regulatory impediments to be addressed to facilitate these technologies or whether some of these technologies could be considered as alternatives to increased tower heights.
- Qualifications: The successful respondent will have extensive experience in providing wireless telecommunications and broadband (wired and wireless) engineering services for local governments. Responses should include, at a minimum, a narrative that depicts a clear understanding of the work to be performed, examples of two (2) similar studies or plans prepared for local governments within the past five (5) years, and a non-binding cost estimate.
- Timeline
 - Release request for proposals (RFP) – late March
 - Deadline for proposals – late April
 - Interviews scheduled – mid-May
 - Notice of award issued – June 1
 - Work to commence – July 1

Supervisor Byrd moved to direct staff to develop and issue a RFP and subject to change subsequent to review by Mike Legge, Clerk Clarke County Sanitary Authority and Purchasing Manager.

Questions and comments from the Board include:

- Vice Chairman McKay put forth that the Clarke County Sanitary Authority discussed its interest in locating antennae on water towers.
- Supervisor Daniel expressed interest in having the RFP reviewed by the Planning Commission, Clarke County Sanitary Authority and the Telecommunications Committee.
 - o Brandon Stidham responded that the concept, in more general terms, was discussed with the Planning Commission and the Telecommunications Committee.
- Supervisor Daniel asked that staff ensure that scope of services going out was going to be useful to everybody that was expecting something out of this study.
- Supervisor Daniel asked about available incentives and noting that expanding services was an economic development and education issue.
 - o Brandon Stidham responded that this would be added to the third bullet.
- Chairman Weiss asked that the study provide what the County currently has, what it needs and where it is needed to address communications issues.
 - o Brandon Stidham added that the study must be forwarded looking.
- Supervisor Byrd asked about contract award review process.
 - o Brandon Stidham responded that an interview panel would be assembled.
 - o Chairman Weiss stated that he would like a Board member included on the interview panel.
- Supervisor Catlett asked about types of by-right methods for antennae co-location.
 - o Brandon Stidham responded that this was one of the major points put forth by Verizon wireless personnel at the Telecommunications Subcommittee level. Verizon would like the County to make it as simple as possible for a provider to get approval to co-locate antennae on a structure without the special use permit process or other process that may require a text amendment. The County has traditionally viewed co-locations as modifications to site plans but this is not clearly stated in the ordinance.
- Supervisor Byrd asked about co-locating on existing power poles.
 - o Brandon Stidham responded that some jurisdictions have allowed co-location on power poles.
- Chairman Weiss asked about advertising methodology.
 - o Brandon Stidham responded that the solicitation could be sent directly to several different firms that do this type of work. He indicated that Anderson and Associates would be a resource for identifying potential respondents, as well as Mike Legge, Purchasing Manager, who has access to the State procurement website.

The motion was approved by the following vote:

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

8) Approval of Minutes

Vice Chairman McKay moved to approve the minutes for:

- **March 7, 2016 FY2017 Budget Work Session as presented; and**
- **March 7, 2016 FY2017 Budget Work Session CCPS Presentation as presented.**

The motion carried by the following vote:

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

9) Consent Agenda

Acceptance Abstract of Votes March 1, 2016 Republican and Democratic Primary

Conservation Easement Authority Easement Donation Johnny Hardesty Tax Map# 7-A-119

MEMORANDUM

TO: Board of Supervisors, David Ash
 FROM: Alison Teetor
 DATE: March 9, 2016
 SUBJECT: Conservation Easement Authority

The Clarke County Easement Authority has approved the following actions. 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.

Easement Donation

Johnny Hardesty has submitted an application for an easement donation. The property is located at 517 Longmarsh Road, ½ mile west of the intersection of Longmarsh Road

and Crums Church Road. The parcel is identified as Tax Map# 7-A-119, consisting of 53 acres. The parcel has an existing house that was constructed in 1895 and numerous agricultural buildings. There are 2 remaining DURs. The applicant would like to retire 1 DUR and retain the right to subdivide the remaining DUR.

The parcel is zoned AOC and are currently in landuse, in accord with the Commissioner of Revenue's requirements, therefore a 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.

The parcel meets 3 of the 4 guidelines as it is over 40 acres, retiring 1 DUR, and had a property resource score of 63.98. Points were given for retiring a DUR, having a sinkhole, have a structure that would contribute to a future historic district, and it has been in the same ownership for 30-50 years. It is not adjacent to an existing easement.

Recommendation

Approve the Conservation Easement Donation of the parcel identified as Tax Map# 7-A-119, owned by Johnny Hardesty.

Proposed change to Property Resource Score

At a recent site visit, several members suggested that additional points should be given for parcels that have frontage on railroads. Of particular interest is the Norfolk Southern Railroad which roughly parallels Route 340. Members were concerned that the track could be widened to two tracks which could increase train traffic. Attached is the current score sheet with the proposed amendment. At the February 18 meeting the Authority recommended approval to the Board of the addition of railroads to the property resource score, giving 1 point per each 1/10th of frontage.

Recommendation

Approve the proposed amendment to add Railroads to the Property Resource Score.

Vice Chairman McKay moved to approve 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

10) Board of Supervisors Personnel Item

A. Closed Session re: §2.2-3711-A1 Specific individual under consideration for appointments and positions.

03/07/2016 Summary: **Supervisor McKay moved to convene into Closed Session pursuant to §2.2-3711-A1. The motion carried as follows:**

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

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

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

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

CERTIFICATION OF CLOSED SESSION

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

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

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

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

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

The Personnel Committee took no action on items discussed in Closed Session.

B. Expiration of Term for appointments expiring through June 2016

03-07-2016 Summary: The Personnel Committee recommended the following:

- Reappointment of Tracy Smith to the Parks and Recreation Advisory Board to a four-year term expiring December 31, 2017

- Reappointment of Paul Jones to the Industrial Development Authority to a four-year term expiring October 30, 2019
- Reappointment of George Ohrstrom, II to the Berryville Area Development Authority to a three-year term expiring March 31, 2019
- Reappointment of Scott Krieder to the Planning Commission to a four-year term expiring April 30, 2020
- Reappointment of Gwen Malone to the Planning Commission to a four-year term expiring April 30, 2020
- Reappointment of George Ohrstrom, II to the Conservation Easement Authority to a three-year term expiring April 30, 2019

The Committee is seeking additional member recommendation to fill other vacancies.

03-15-2016 Action: David Ash reviewed the Personnel Committee recommendations.

Vice Chairman McKay added:

- Reappointment of Robina Rich Bouffault to the Planning Commission to a four-year term expiring April 30, 2020.

Vice Chairman McKay moved to approve the Personnel Committee recommendations as modified. The motion carried by the following vote:

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

11) Board of Supervisors Work Session and FY2017 Budget Work Session

- A. 2015 Berryville Area Plan Update Discussion and Review with Brandon Stidham and Christy Dunkle

03-07-2016 Summary: Brandon Stidham, with Christy Dunkle, provided a detailed review of the revised plan. Berryville Town Council will review the document at its March 15 Work Session; and pending confirmation of availability from Council, a joint public hearing will be held on Wednesday, April 6, 2016.

03-15-2016 Action: Brandon Stidham informed the Board that a joint public hearing scheduled for Tuesday, April 12, 2016, at 7:30 pm.

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

B. FY2017 Budget by Tom Judge, Director Joint Administrative Services

03-07-2016 Summary: See 2016-03-07 Board of Supervisors FY2017 Budget Work Session Minutes.

03-15-2016 Action: Highlights of Tom Judge's review includes:

- Proposed Budget Advertisement
- Proposed Tax Rate Advertisement
- Changes:
 1. Cooperative Extension with materials at \$2K, no vacant agent, plus intern \$42,202.
 2. Designation for Convenience Center reduced \$20,000 to correct error.
 3. Convenience Center opening postponed, and operating costs therefore reduced from \$42,000 to \$0.
- Net budget deficit: (\$229,939)
- Real estate tax rate: increase from \$0.655 to \$0.72 – the equalized tax rate generating the same revenue under the reassessed land value going into effect January 1, 2016.
- The Finance Committee recommends advertising for public hearing the proposed budget and proposed tax rate. Notice would be advertised on March 29 in the Winchester Star.

Supervisor Catlett moved to advertise the budget and tax rate resolutions 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

PUBLIC HEARING NOTICE (PH 16-11)
CLARKE COUNTY PROPOSED BUDGET
FOR THE FISCAL YEAR COMMENCING JULY 1, 2016 AND ENDING JUNE 30, 2017

The Clarke County Board of Supervisors will hold a public hearing on Tuesday, April 5, 2016 at 7:30 pm , or as soon thereafter as the matter may be heard, in the Berryville Clarke County Government Center Main Meeting Room, 101 Chalmers Court, 2nd Floor, Berryville, VA, to consider the following matter:

This budget has been prepared on the basis of the estimates and requests submitted to the Board of Supervisors by the several officers and department heads of this County including the Clarke County Public Schools. Any citizen of the County shall have the right to attend said hearing and comment on the budget. Written copies of statements made at public hearings are requested but not required. Information relative to the complete budget is available for public inspection in the Office of the Clarke County Administrator during regular working hours, and at www.clarkecounty.gov.

This budget is prepared and published for informative and fiscal planning purposes only. The inclusion in the budget of any item does not constitute an obligation or commitment on the part of the Board of Supervisors of this County to appropriate any funds for that item.

	FY15 Original Budget	FY15 Audited Actual	FY16 Adopted Budget	FY16 Revised Budget	FY17 Proposed Budget	Variance 17 Proposed- 16 Adopted
EXPENDITURE						
Board of Supervisors	57,806	53,614	58,964	59,564	60,176	1,212
County Administrator	287,396	306,242	300,415	300,415	306,335	5,920
Legal Services	71,846	24,152	70,000	70,000	35,000	(35,000)
Commissioner of Revenue	200,607	199,654	203,717	203,717	204,916	1,199
Assessor	3,500	3,500	3,500	3,500	3,500	-
Treasurer	262,208	265,484	268,891	268,891	274,335	5,444
Information Technology	256,465	261,036	280,244	280,244	294,840	14,596
Electoral Board	32,379	21,360	43,308	43,308	40,980	(2,328)
General Registrar	69,651	69,244	72,797	72,797	73,970	1,173
Circuit Court	12,680	10,681	12,680	12,680	12,180	(500)
General District Court	3,980	5,621	3,700	3,700	4,420	720
Magistrate	400	147	400	400	200	(200)
Juvenile & Domestic Court	5,971	4,942	2,990	2,990	3,500	510
Clerk of the Circuit Court	243,897	244,350	248,563	248,563	251,574	3,011
Victim/Witness Coordinator	40,189	39,808	41,976	41,976	40,918	(1,058)
Blue Ridge Legal Services	1,500	1,500	1,500	1,500	1,500	-
Regional Court Services	4,494	4,494	4,494	4,494	4,494	-
Commonwealth Attorney	264,404	273,579	269,236	269,236	326,868	57,632
Commonwealth Attorney Grants	40,479	32,521	40,754	40,754	28,995	(11,759)

	FY15 Original Budget	FY15 Audited Actual	FY16 Adopted Budget	FY16 Revised Budget	FY17 Proposed Budget	Variance 17 Proposed- 16 Adopted
Sheriff	2,091,339	2,113,093	2,162,805	2,172,027	2,243,450	80,645
Sheriff's Grants	50,190	18,620	15,181	21,181	26,433	11,252
Criminal Justice Training Center	19,185	18,720	18,582	18,582	19,593	1,011
Drug Task Force	12,500	11,258	12,500	12,500	12,500	-
Emergency Medical Services	648,912	589,494	621,643	621,643	767,392	145,749
Volunteer Fire Companies	66,652	78,706	66,652	66,652	140,485	73,833
Blue Ridge Volunteer Fire	51,500	51,675	51,742	51,742	51,200	(542)
Boyce Volunteer Fire	52,500	52,177	52,264	52,264	51,900	(364)
Enders Volunteer Fire	78,500	77,814	77,927	77,927	77,200	(727)
Lord Fairfax Emergency Medical	5,422	5,422	5,422	5,422	5,422	-
Forestry Service	2,712	2,712	2,712	2,712	2,712	-
Regional Jail	562,301	566,954	515,422	520,768	512,000	(3,422)
Juvenile Detention Service	38,854	39,077	31,008	31,008	22,595	(8,413)
Probation Office	925	170	800	800	800	-
Building Inspections	139,585	149,781	144,092	144,092	172,409	28,317
Animal Control	94,084	97,433	128,744	128,744	117,557	(11,187)
Medical Examiner & Indigent Burial	1,000	573	1,000	1,000	1,000	-
Refuse Disposal	168,000	103,668	100,000	100,000	175,500	75,500
Litter Control	6,171	5,268	3,000	3,000	5,310	2,310
Sanitation	72,000	179,786	162,377	162,377	240,750	78,373
Buildings & Grounds	734,077	714,480	824,209	824,209	873,187	48,978
Local Health Department	205,000	205,000	218,594	218,594	220,000	1,406
Our Health	5,000	5,000	5,000	5,000	5,000	-
N Shen Valley Subst Abuse Coal	-	-	-	15,000	15,000	15,000
Northwestern Community Services	85,000	85,000	88,000	88,000	88,000	-
Concern Hotline	750	750	750	750	750	-
NW Works (Disabilities)	750	750	1,000	1,000	1,000	-
Shenandoah Area Agency on Aging	40,000	40,000	40,000	40,000	40,000	-
Virginia Regional Transit	19,302	19,302	19,302	19,302	19,302	-
FISH (human services)	-	-	1,000	1,000	1,000	-
Laurel Center (Women's Shelter)	2,000	2,000	2,000	2,000	2,000	-
Access Independence (Disabilities)	750	750	750	750	750	-
Lord Fairfax Community College	17,534	17,534	15,580	15,580	16,441	861
Parks Administration	369,940	364,759	391,613	392,213	407,878	16,265
Recreation Center	103,870	102,466	102,423	102,423	106,143	3,720
Swimming Pool	87,958	65,294	87,154	87,154	83,756	(3,399)
Concession Stand	16,000	11,600	14,841	14,841	15,301	460
Parks Programs	249,120	213,566	254,084	254,084	252,310	(1,774)

	FY15 Original Budget	FY15 Audited Actual	FY16 Adopted Budget	FY16 Revised Budget	FY17 Proposed Budget	Variance 17 Proposed- 16 Adopted
Barns of Rose Hill (arts)	-	-	5,000	5,000	5,000	-
Virginia Commission for Arts	10,000	10,000	10,000	10,000	10,000	-
Regional Library	185,000	185,000	190,000	190,000	206,513	16,513
Planning Administration	337,522	372,007	379,873	379,873	412,612	32,739
Rain Barrel Project	1,080	1,360	200	200	-	(200)
Help With Housing	5,400	5,400	5,400	5,400	5,400	-
Board of Zoning Appeals	3,470	608	3,470	3,470	3,270	(200)
Office of Economic Development	105,938	57,108	109,544	109,544	80,000	(29,544)
Berryville Development Authority	6,100	432	4,100	4,100	2,000	(2,100)
Small Business Development Center	1,500	1,500	1,500	1,500	1,500	-
Blandy Experimental Farm	3,000	3,000	3,000	3,000	3,000	-
Planning Commission	20,000	7,736	22,250	22,250	9,639	(12,611)
Board of Septic Appeals	1,000	1,826	720	720	1,016	296
Historic Preservation Commission	26,300	23,092	8,000	8,000	11,400	3,400
NSV Regional Planning District Commission	5,776	5,776	7,329	7,329	7,384	55
Regional Airport	2,500	2,500	2,500	2,500	2,500	-
Friends of the Shenandoah	3,000	3,000	3,000	3,000	3,000	-
Water Quality Management	30,000	30,000	30,000	30,000	30,000	-
Soil & Water Conservation	5,000	5,000	5,000	5,000	5,000	-
Biosolids Application	15,761	8,882	14,459	14,459	10,028	(4,431)
Cooperative Extension	40,000	38,289	40,736	40,736	42,202	1,466
Northern Virginia 4-H Center	2,300	2,300	2,300	2,300	2,300	-
Non-Departmental Contingency	215,000	-	182,000	166,178	70,000	(112,000)
Social Services	1,338,165	1,390,820	1,445,745	1,445,745	1,546,124	100,379
School Operations	21,447,660	20,556,016	21,537,710	21,537,710	22,137,428	599,718
School Food Service Fund	782,343	782,542	820,245	820,245	838,400	18,155
Comprehensive Services Act	607,000	689,468	972,948	972,948	1,097,426	124,478
Public Safety Fund	-	240,619	-	-	-	-
Conservation Easement	15,000	414,271	30,000	30,000	30,000	-
Shenandoah Farms Sanitary District	-	-	-	-	20,000	20,000
General Capital Improvements	1,040,830	1,381,459	735,930	735,930	925,600	189,670
School Capital Improvements	852,179	1,674,194	852,000	852,000	4,412,000	3,560,000
General Debt Service	420,700	511,465	345,700	345,700	251,700	(94,000)
School Debt Service	3,867,648	3,867,648	3,846,945	3,846,945	3,815,812	(31,133)
Joint Administrative Services	551,038	568,636	577,953	577,953	592,619	14,666
Unemployment Compensation	25,000	13,785	17,000	17,000	17,000	-
TOTAL EXPENDITURE	39,932,445	40,688,317	40,380,859	40,401,805	45,370,600	4,989,741
<i>Local Funds for Schools</i>	<i>16,182,833</i>	<i>15,696,756</i>	<i>16,136,654</i>	<i>16,136,654</i>	<i>20,209,341</i>	<i>4,072,687</i>

	FY15 Original Budget	FY15 Audited Actual	FY16 Adopted Budget	FY16 Revised Budget	FY17 Proposed Budget	Variance 17 Proposed- 16 Adopted
ESTIMATED REVENUE						
LOCAL REVENUE						
Current Real Estate Taxes	14,135,069	14,407,923	14,208,241	14,208,241	14,500,000	291,759
Delinquent Real Estate Taxes	68,152	69,985	48,189	48,189	50,000	1,811
Proceeds from Delinquent Land Sale	-	150	-	-	-	-
Public Service Corporation Real Estate	420,772	423,075	419,200	419,200	482,255	63,055
Current Personal Property Taxes	3,739,323	3,957,348	4,023,605	4,023,605	4,475,997	452,392
Delinquent Personal Property Taxes	50,000	4,419	45,000	45,000	64,192	19,192
Mobile Home Taxes	1,036	5,749	876	876	1,099	223
Machinery and Tools Taxes	177,726	176,778	174,014	174,014	164,962	(9,052)
Penalties (All Property Taxes)	122,849	150,399	132,583	132,583	134,147	1,564
Interest (All Property Taxes)	96,740	174,343	110,189	110,189	131,901	21,712
Administrative Costs Delinq	11,541	10,796	12,235	12,235	12,360	125
DMV Stop Fee	-	425	480	480	453	(27)
Credit Card Fees	600	8,327	7,000	7,000	8,327	1,327
Sales and Use Taxes	760,491	835,222	871,738	871,738	886,732	14,994
Consumer's Utility Taxes	375,203	343,493	379,174	379,174	364,567	(14,607)
Consumption Tax	35,950	36,211	35,950	35,950	34,318	(1,632)
Communications Tax	442,829	391,334	442,829	442,829	430,180	(12,649)
Business License Tax	23,605	27,554	31,136	31,136	31,135	(1)
Franchise License Tax	20,000	-	12,319	12,319	-	(12,319)
Motor Vehicle Licenses	305,225	307,401	298,038	298,038	301,285	3,247
Recordation Taxes	252,845	227,305	252,095	252,095	258,490	6,395
Taxes on Wills	11,254	4,184	11,254	11,254	4,184	(7,070)
Circuit Court Online Land Record Fees	6,034	-	-	-	-	-
Transient Occupancy Tax	33,939	32,712	32,618	32,618	32,711	93
Animal Licenses	10,730	11,930	7,683	7,683	11,930	4,247
Animal Shelter Fees - Dogs & Cats	8,459	7,910	10,087	10,087	7,910	(2,177)
Spay & Neuter Fund Distribution	106	81	180	180	125	(55)
Dangerous Dog Registration	-	220	-	-	-	-
Land Use Application Fees Penalties	3,200	3,700	3,600	3,600	3,400	(200)
Land Use Application Fees	400	-	-	-	24,575	24,575
Transfer Fees	440	425	448	448	444	(4)
Zoning and Subdivision Permits	65,000	67,754	112,166	112,166	67,754	(44,412)
Building Permits	104,353	163,987	152,845	152,845	163,987	11,142
Road Sign Fees	-	550	-	-	275	275
New Dwelling Address Fee	1,550	2,730	2,275	2,275	2,275	-
Mapping Fee	700	-	450	450	-	(450)
Sign Permits and Inspection Fees	1,493	640	221	221	360	139
Rain Barrel Sales	1,080	-	200	200	-	(200)

	FY15 Original Budget	FY15 Audited Actual	FY16 Adopted Budget	FY16 Revised Budget	FY17 Proposed Budget	Variance 17 Proposed- 16 Adopted
Weapons Permits	6,000	4,351	5,579	5,579	7,000	1,421
Other permits, fees, and licenses	3,100	900	1,950	1,950	1,900	(50)
Court Fines and Forfeitures	280,000	303,757	250,000	250,000	310,095	60,095
DNA Fees - Blood Test	400	159	261	261	696	435
Courthouse Security Fees	53,812	41,285	52,000	52,000	41,285	(10,715)
E-Ticket Fee	-	-	-	-	30,000	30,000
Local Jury Fees	36	-	95	95	-	(95)
Interest on Bank Deposits	31,856	34,658	54,143	54,143	67,802	13,659
Rental of Property	57,772	27,753	7,000	7,000	55,947	48,947
Sheriff's Fees	797	796	797	797	800	3
Commonwealth's Attorney Fees	1,714	1,630	1,743	1,743	1,777	34
Law Library Fee	-	21	-	-	-	-
Court Appointed Attorney	1,027	912	1,174	1,174	1,228	54
Central Alarm - Berryville	2,000	2,000	2,000	2,000	2,000	-
Fees for Ambulance & Rescue Services	25,000	69,705	275,000	275,000	325,000	50,000
Jail Processing Fee	1,500	1,376	1,779	1,779	1,890	111
Revenue from Shared Costs - Berryville	67,918	67,920	67,777	67,777	79,637	11,860
Wireless E-911	39,285	42,887	37,610	37,610	46,009	8,399
Humane Foundation Contribution	25,000	25,000	25,000	25,000	25,000	-
Recycling Rebate	45,769	38,013	38,013	38,013	20,011	(18,002)
Recreation Center Fees	39,007	33,900	35,042	35,042	34,995	(47)
Swimming Pool Fees	86,991	80,708	76,420	76,420	73,845	(2,575)
Parks Programs Fees	275,000	293,684	265,000	265,000	275,000	10,000
Concession Stand Revenue	16,000	12,475	15,000	15,000	12,500	(2,500)
Sale of Maps, Surveys, etc.	-	1,200	-	-	650	650
Sale of Publications	25	60	25	25	35	10
Zoning Research Fees	75	-	-	-	1,182	1,182
Engineer's Fees	11,360	3,900	10,654	10,654	8,670	(1,984)
Biosolids Application Fees	15,761	9,649	14,458	14,458	10,000	(4,458)
Rebates & Refunds	17,959	18,123	24,772	24,772	24,772	-
Gifts & Donations in Lieu of Taxes	22,933	-	22,933	22,933	-	(22,933)
Donations	2,500	2,948	5,000	5,000	2,750	(2,250)
Sale of Salvage & Surplus Property	3,681	5,601	3,681	3,681	6,075	2,394
Sale of Vehicles	2,777	8,865	2,253	2,253	6,100	3,847
Insurance Adjustments	7,876	625	7,876	7,876	7,876	-
Miscellaneous Revenue	3,096	5,261	3,894	18,894	5,608	1,714
Loan Repayment	3,495	3,495	3,495	3,495	3,495	-
Insurance Recovery	13,754	3,385	13,754	13,754	13,058	(696)
Tsfr from Parks Construction Fund	-	2,077	-	600	-	-
Tsfr from Capital Projects - Econ Dev	60,000	60,000	-	-	-	-
Welfare - Various	-	35,353	-	-	-	-

	FY15 Original Budget	FY15 Audited Actual	FY16 Adopted Budget	FY16 Revised Budget	FY17 Proposed Budget	Variance 17 Proposed- 16 Adopted
Comprehensive Services Act - Various	-	8,090	-	-	-	-
School Operations - Various	381,504	358,170	398,543	398,543	488,927	90,384
School Food Service Fund - Various	520,636	520,972	536,300	536,300	574,420	38,120
Public Safety Fund - Various	-	5,300	-	-	-	-
Conservation Easement Fund - Various	-	80,432	-	-	20,000	20,000
Shenandoah Farms Sanitary District Fees	-	-	-	-	20,000	20,000
Parks Construction Fund - Donations	-	3,423	-	-	-	-
General Debt Service - Refunds	-	9,909	-	-	-	-
School Debt Service - Interest	-	23,844	52,463	52,463	58,075	5,612
Joint Administrative Services - Refunds	3,000	289	3,000	3,000	2,000	(1,000)
LOCAL REVENUE	23,419,110	24,109,924	24,155,402	24,171,002	25,320,440	1,165,038
COMMONWEALTH REVENUE						
Motor Vehicles Carrier's Taxes	24,373	24,896	24,373	24,373	23,382	(991)
Tax on Deeds (Grantor's Tax)	61,801	66,695	53,719	53,719	66,695	12,976
Quarterly Rental Tax	2,796	2,448	3,546	3,546	2,186	(1,360)
Personal Property Tax Relief	2,483,842	2,483,842	2,483,842	2,483,842	2,483,842	-
Circuit Court Online Land Records	5,666	-	-	-	-	-
Commonwealth's Attorney	187,055	184,443	187,157	187,157	190,218	3,061
Sheriff	750,887	744,184	749,413	749,413	794,608	45,195
Commissioner of Revenue	75,111	74,831	75,178	75,178	76,882	1,704
Treasurer	92,780	91,685	92,369	92,369	94,459	2,090
Medical Examiner	-	-	-	-	-	-
Registrar	38,549	37,253	39,797	39,797	39,797	-
Clerk of the Circuit Court	153,026	159,743	152,728	152,728	155,805	3,077
Litter Control	6,171	6,357	6,171	6,171	5,310	(861)
Other Categorical Aid	2,041	-	430	430	-	(430)
Extradition	-	-	2,000	2,000	-	(2,000)
Fire Programs Fund	41,652	73,296	42,135	42,135	45,475	3,340
Virginia Commission for the Arts	5,000	5,000	5,000	5,000	5,000	-
Historic Preservation Grants	12,000	7,350	-	-	-	-
Welfare - Various	900,754	928,356	981,846	981,846	1,023,207	41,361
School Operations - Various	8,666,412	8,691,636	8,631,798	8,631,798	8,668,432	36,634

	FY15 Original Budget	FY15 Audited Actual	FY16 Adopted Budget	FY16 Revised Budget	FY17 Proposed Budget	Variance 17 Proposed- 16 Adopted
School Lunch Program - State Match	7,707	6,980	8,000	8,000	6,980	(1,020)
Comprehensive Services Act - Various	277,841	276,672	499,836	499,836	550,456	50,620
Public Safety - Asset Forfeiture	-	1,964	-	-	-	-
Conservation Easement - Grants	15,000	137,834	5,000	5,000	-	(5,000)
General Capital Projects - Various	66,830	167,199	-	-	-	-
School Capital Projects - Technology Bond	154,000	342,117	154,000	154,000	154,000	-
COMMONWEALTH REVENUE	14,031,294	14,514,779	14,198,338	14,198,338	14,386,734	188,396
FEDERAL REVENUE						
Payment in Lieu of Taxes	5,578	5,430	5,971	5,971	5,700	(271)
Miscellaneous Federal Revenue	3,125	-	2,477	2,477	-	(2,477)
Crime Victims Assistance	39,024	40,195	39,024	39,024	40,195	1,171
DMV Alcohol Enforcement	9,000	8,119	10,625	10,625	12,870	2,245
DMV Speed Enforcement	-	3,374	4,000	4,000	8,000	4,000
Internet Crimes Against Children Task Force	-	4,085	6,000	6,000	4,000	(2,000)
DOJ Vest Grant	-	3,960	-	-	-	-
DOJ Local Law Enforcement Grant	1,906	-	2,181	2,181	1,510	(671)
State Criminal Alien Assistance Program	3,074	862	862	862	921	59
ARRA Byrne Justice Assistance Grant	-	3,497	-	-	-	-
Conservation Easement - Federal Grants	-	184,000	-	-	-	-
Violence Against Women Grants	28,053	21,444	28,053	28,053	28,053	-
Fire & Emergency Response Grants	25,000	-	140,000	140,000	-	(140,000)
Org Crime Drug Enforcement Task Force	-	1,304	-	-	-	-
Comprehensive Services Act	-	23,272	-	-	-	-
Public Safety Fund - Asset Forfeiture	-	239,448	-	-	-	-
School Operations - Various	663,710	864,436	743,329	743,329	665,632	(77,697)
School Food Service Fund - NSLP	254,000	254,591	274,980	274,980	257,000	(17,980)
General Capital Projects - Various	1,500	107,505	145,067	145,067	-	(145,067)
Seh Debt Svc - Build America Bond Subsidy	119,008	120,898	120,833	120,833	120,833	-
FEDERAL REVENUE	1,152,978	1,886,419	1,523,402	1,523,402	1,144,714	(378,688)
BUDGET BALANCE PROCEDURE						
TOTAL EXPENDITURES	39,932,445	40,688,317	40,380,859	40,401,805	45,370,600	4,989,741
TOTAL REVENUE	38,603,383	40,511,125	39,877,143	39,892,742	40,851,888	974,746
SURPLUS (DEFICIT)	(1,329,062)	(177,195)	(503,716)	(509,063)	(4,518,712)	(4,014,994)
FROM (TO) FUND BALANCE	1,329,062	177,195	503,716	509,063	4,518,712	4,014,994
NET	-	-	-	-	-	-
<i>PAY-AS-YOU-GO (PYG) CAPITAL</i>	<u>1,365,516</u>		<u>508,000</u>		<u>4,288,772</u>	
<i>SURPLUS (DEFICIT) NET OF PYG</i>	<u>36,434</u>		<u>4,284</u>		<u>(229,939)</u>	

PUBLIC HEARING NOTICE (PH-16-12)
CLARKE COUNTY TAX RATES
FOR THE CALENDAR YEAR 2016

The Clarke County Board of Supervisors will hold a public hearing on Tuesday, April 5, 2016 at 7:30 pm , or as soon thereafter as the matter may be heard, in the Berryville Clarke County Government Center Main Meeting Room, 101 Chalmers Court, 2nd Floor, Berryville, VA, to consider the following matter:

This public hearing is held for the purpose of hearing citizens who wish to comment on the proposed local tax levy for the year beginning January 1, 2016 in accordance with Section 58.1-3007 et. seq. of the 1950 Code of Virginia, as amended:

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

	2016	
	Current	Proposed
1. Tangible personal property except machinery and tools and qualified Fire and Rescue Vehicles	\$ 4.496	\$ 4.496
2. Tangible Machinery and tools	\$ 1.250	\$ 1.250
3. Tangible personal property of qualified Fire & Rescue Vehicles	\$ 2.248	\$ 2.248
4. Real Estate, including the real estate of public service corporations**	\$ 0.655	\$ 0.720

The real estate rate that represents the equalized tax rate is \$.72. The equalized rate is the rate that will generate the same revenue under the reassessed land values to take effect January 1, 2016.

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

It should be noted that no tax rate for the current year has been adopted by the Board of Supervisors at this time. The rates listed above reflect the rates that would be necessary to raise the required revenue if the budget for the fiscal year 2016-2017 should be adopted as advertised.

Personal Property Tax Relief by the Commonwealth of Virginia for vehicles valued between \$1,001 and \$20,000 will increase from a discount of 47.1% to 48.6%.

View this document at www.clarkecounty.gov

THE BOARD OF SUPERVISORS OF CLARKE COUNTY
BY: DAVID L. ASH, County Administrator

CLARKE COUNTY DOES NOT DISCRIMINATE ON THE BASIS OF HANDICAPPED STATUS IN ADMISSION OR ACCESS TO ITS PROGRAMS AND ACTIVITIES. ACCOMMODATIONS WILL BE MADE FOR HANDICAPPED PERSONS UPON PRIOR REQUEST.

12) Board of Supervisors Finance Items

1. FY 16 Supplemental Appropriations

03-15-2016 Action: Action: The Finance Committee recommends the following:

- a. Victim Witness Program. *"Be it resolved that FY 16 Victim Witness budgeted expenditure and appropriations be increased \$6,029, that revenue from the Commonwealth of Virginia be recognized in the same amount, that telephone costs of \$600 and FICA costs of \$300 be added to the attached listing of expenditures, and that a one-time salary bonus of \$3,902 be approved for the Victim Witness Coordinator."*

Tom Judge reviewed the proposed action.

Supervisor Byrd moved to approve the resolution as proposed. The motion carried by the following vote:

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

- b. Sheriff. *"Be it resolved that FY 16 Sheriff's budgeted expenditure and appropriations be increased \$5,859, and that revenue from insurance claims be increased in the same amount, all for the purpose of repairing patrol vehicles."*

Tom Judge reviewed the proposed action.

Chief Deputy Travis Sumption provided additional detail.

Supervisor Daniel moved to approve the resolution as proposed. 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. Economic Development. *"Be it resolved the FY 16 General Government Capital Projects budgeted expenditure and appropriations be increased \$20,000, that revenue from the Town of Berryville in the amount of \$5,000, and revenue from the Barns of Berryville in the amount of \$5,000, both be recognized, and that expenditure of \$10,000 currently budgeted under Economic Development be reduced, all for the purpose of providing signs guiding visitors to the Tourism Center."*

Tom Judge and David Weiss briefed the Board.

Supervisor Daniel moved to approve the resolution as proposed. The motion carried by the following vote:

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

2. Cooperative Extension request for Intern

03-08-2016 Summary: The Committee considered a request for Clarke County to provide a summer intern. The Committee directed that funds for the intern be found from the existing appropriation for Cooperative Extension.

03-15-2016 Action: Item reviewed under FY2017 Budget. No action taken.

3. Artisan Center of Virginia

03-08-2016 Summary: The Finance Committee recommends approval of an agreement with the Artisan Center of Virginia whereby \$5,000 of funds currently budgeted under Economic Development be paid to Artisan Center of Virginia for participation in its Artisan Trail project.

03-15-2016 Action: Following review by Tom Judge, input by David Weiss and presentation by Sherri Smith, **Supervisor Byrd moved to authorize the County Administrator to sign and approve the agreement with the Artisan Center of Virginia. 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

ARTISAN CENTER OF VIRGINIA
CLARKE COUNTY, VIRGINIA
Memorandum of Understanding

This Memorandum of Understanding (MOU) between Clarke County (the "COMMUNITY") located at 101 Chalmers Court, Suite B, Berryville, VA 22611 and Artisan Center of Virginia ("ACV"), P.O. Box 166, Greenville, VA 24440 physically located at the Frontier Culture Museum, 1290 Richmond Road, Staunton, Virginia, 24401 is to establish the inclusion of Clarke County as a regional partner with Frederick County and the City of Winchester on the "Top of Virginia Artisan Trail," (the "TRAIL"), a regional trail of the ACV Artisan Trail Network program.

WHEREAS, COMMUNITY wishes to participate in the TRAIL in order to form strategic alliances with artisans, venues, galleries, and retailers in County of Clarke with connecting points of interest, restaurants and accommodation locations in order to enhance community development and tourism activity (such project hereinafter referred to as the "PROJECT"); and

WHEREAS, COMMUNITY has made a determination that ACV is the entity capable of providing the services necessary for completion of the PROJECT as described in the "Scope of Services" and wishes to accept the TRAIL's partnership invitation extended by the TRAIL Management Team on January 26, 2016:

The COMMUNITY agrees to:

- A. Work within established ACV Artisan Trail Network community development and program management processes;
- B. Work within the TRAIL's established goals and implementation timeline as previously determined by the TRAIL Management Team;
- C. Provide two representatives to serve on the TRAIL's Management team, in accord with addendum titled "Artisans Center of Virginia Artisan Trail Network Management Team – General Expectations;"
- D. Assist with TRAIL participant enrollment and sponsor outreach per the TRAIL management team's established budgetary goals;
- E. Assist in program and member promotions as relates to the TRAIL's collaborative activities.

Program Fees

- A. On or before 1 March 2016, COMMUNITY shall pay ACV the fixed sum of five thousand dollars (\$5,000) for TRAIL development as total eligible costs in carrying out the initial implementation activities of the PROJECT as outlined in greater detail in the "Scope of Services."
- B. Upon the TRAIL'S "inaugural" release (anticipated implementation benchmark September 2016) COMMUNITY shall be prepared to provide one thousand dollars (\$1000) per year, for a period of two years for ongoing TRAIL program management effort of the PROJECT. Estimated date for the first year's payment would be on or before October 1, 2016. Estimated date for the second year payment would be October 1, 2017.

- I. This MOU is acceptable to both parties

Name: David L. Ash
Title: County Administrator

Name James G. Dye
Title: President of the Board
Artisans Center of Virginia

Artisans Center of Virginia
Artisan Trail Network
Management Team - General Expectations

- Represent one of the specific focus areas/constituencies and/or communities designated in an Artisan Trail region.
- Provide guidance & leadership during the development of the region's Artisan Trail.
- Work collaboratively and encourage community connectivity.
- Attend the monthly planning meetings and trail development events where leadership representation is needed.
 - o Estimation of time commitment:
 - Monthly Management Team Meetings: 1.5 - 2 hours per
 - Public Gatherings: 2 hours (appx 3 events TBD by team)
 - Between Meetings Tasks: 2-3 hours monthly
 - Travel: Time to/from meetings, tasks & events (please note that individual travel expenses are the responsibility of the management team member/their organization)
- Liaison within the local communities on behalf of the Artisan Trail.
- Provide contact information for and/or outreach to potential Artisan Trail participating businesses.
- Assist in securing sponsorships for the region's Artisan Trail, as may be needed.
- Accomplish assigned tasks/follow-up between meetings, as may be required.
- Uphold and promote the brand of Virginia's Artisan Trail Network, as prescribed by The Artisans Center of Virginia.

4. FY 17 Budget: outstanding issues & direction.

03-08-2016 Summary: The Committee will meet Thursday March 10 to consider final adjustments to the proposed FY 17 budget.

03-15-2016 Action: Item reviewed under FY2017 Budget. No action taken.

5. Acceptance of Bills and Claims

Supervisor Byrd moved to accept the February 2016 Bills and Claims 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. Standing Reports

Reconciliation of Appropriations, General Fund Balance, Capital Projects, Expenditure Summary/YTD Budget Reports

13) Joint Administrative Services Update

Highlights of Tom Judge's review include:

- Permits, inspections and business licenses
 - o Conducted set up and training.
 - o Implementation scheduled for mid-April.
 - o Citizen Self-Service: set up but holding off on implementation until staff is comfortable with modules.
- General Billing, receiving, cashiering, and animal licenses: implemented February 16.
- Utility billing: accelerated the implementation to July.
- Monthly pay date:
 - o Long-standing practice is to pay on last teaching day of month.
 - o County adopted when combining payroll processing.
 - o Encase of technical problems, Joint Administrative Services attempts to have payroll in the bank for electronic deposit a day early. Since this practice ensures that payroll is not late, the Joint Administrative Services Board feels this is prudent and the best practice.
- Joint Administrative Services Department FY2017 budget: discussed and approved.
- Local Choice FY2017 health insurance: signed agreement to have The Local Choice distribute new tax form 1095c.

14) Government Projects Update

David Ash provided the monthly project update. Highlights include:

- Barns of Rose Hill: Waiting revised estimate for signs for the Barns.
- Chet Hobert Park:
 - o Well: On Friday, a person backed into the old well casing at the Park, which has resulted in closure of the well.

- Lights:
 - Waiting on engineer's placement of outfield light poles.
 - Once located on a plat, Bob Mitchell will pursue the easement with the Schools to allow the County to place the poles on school property.
 - Public hearing on the proposed text amendment is tonight.
- VCE Intern Funding:
 - Agent is working with Tech.
 - Tech posted the vacant clerical position in that office but the Agent does not have a solid idea how long the process will take.
- Solar Farm:
 - Met with Brandon Stidham and the Commissioner of the Revenue and conferred with the representative for the solar panel farm.
 - In contact with North Hampton County - Clarke would like to draft an agreement similar to one used by that locality.

15) Miscellaneous Items

Artisan Trail Program

Len Capelli, Economic Development Director, introduced Sherri Smith, Executive Director, Artisans Center of Virginia.

Ms. Smith provided an overview of the Artisan Trail network program. Highlights include:

- Program started in southwestern Virginia as part of an initiative developed by former Governor Mark Warner to generate interest of an entrepreneurial nature in the region.
- Strategic plan is a community / economic development model in its framework and infrastructure and is designed to engage communities in a collective and collaborative way
- Virginia currently has 30 trails.
- Top of Virginia Artisan Trail:
 - Berryville and Clarke County were invited to join by the City of Winchester and Frederick County.
 - Plans have been underway for the past year.
 - Spoke at the Barns of Rose Hill last month to mainly local artisans – creative and agricultural.

- The program supports local artisans and invites in other types of visitor experience supporting sites such as lodging, restaurants, cultural sites, festivals, activities.
- The individual participant will determine what they want to do as a trail member.
- The program is on-line year round and every participant receives his or her own unique log-in code and a profile page on the Artisan Trail Network.
- September 1 inaugural celebration planned.
- Results from First Artisan Economic Impact Study in Virginia:
 - Direct economic impact of artisan industry is \$279.3MM.
 - Total with support businesses is over \$527.2MM.
 - Sales tax revenue is \$15.6MM.
 - One in three artisan trail customers are travelers.
 - One in five visitors surveyed stated that their primary reason for traveling was to go on an artisan trail.
 - Estimate spending per person per trip is \$260.
 - Average 1.7 artisan trail trips per year.
 - Virginia has more artisan trails than any state in the US.

Christy Dunkle told the Board that Clarke citizens comprised 75% of the attendees at an artisan trail meeting held earlier today. She noted that beyond artists the trail supported accommodations, restaurants, breweries, wineries, etc. She concluded that this was a great opportunity for Berryville and Clarke County.

Len Capelli remarked that seven to eight artists from Boyce were part of a planned fall studio tour.

Sherri Smith advised that October was Virginia Artisan Month.

Chairman Weiss thanked Susi Bailey, Len Capelli, and Christy Dunkle for their hard work on this program.

16) Summary of Required Action

<u>Item</u>	<u>Description</u>	<u>Responsibility</u>
1.	Process approved minutes.	Lora B. Walburn
2.	Update appointment database and process appointments.	Lora B. Walburn

<u>Item</u>	<u>Description</u>	<u>Responsibility</u>
3.	Process public hearing notice for FY2017 budget and CY2016 tax rate.	Tom Judge
4.	Review, approve and execute business supplement order agreement with Virginia Logos, L.L.C.	David Ash
5.	Execute Artisan Center Agreement.	David Ash

17) Board Member Committee Status Reports

Supervisor Barbara J. Byrd

- CEA: Annual award given to Holy Cross Monastery.
- Humane Foundation:
 - Clarke residents have been supportive in their donations.
 - Offered a special van to conduct emergency rescues; however, the offer may be declined since there has been no such need in the past fourteen year.
- Juvenile Detention Center: Meets in April.
- Litter Committee: No information available.
- Regional Adult Detention Center: Meets in March 31.
- Social Services: Due to scheduling conflict, unable to attend.
- Town of Berryville: Good meeting.

Supervisor Terri Catlett

- School Board:
 - Attended several meetings.
 - The high school has implemented a “random act of kindness program” to reinforce positive behavior.
 - At the February 22, there was a great deal of public comment about the high school’s academic choices.
 - The School Board presented its budget.
 - Added a day [April 4] back to the school calendar.
 - On March 28 at 6:30 pm, the architect will present preliminary plans for Primary renovation.

Vice Chairman Beverly B. McKay

- NSVRC: Due to a scheduling conflict, unable to attend.
- CCSA:
 - Moving forward with a state-mandated test well.
 - Working on repairing membranes in the water treatment plant that are leaking and seeping.
 - Imboden will wash out filters at the wastewater plant as part of normal maintenance.
 - Waiting for better weather for landscaping and fencing at the Millwood water tower.
 - Discussed wireless internet service provider interest in the White Post tower.
 - Discussed replacement of air releasers in manhole covers damaged by VDOT.
- Airport Authority: Did not attend. Did not receive notice of meeting.

Supervisor Mary L.C. Daniel

- Planning Commission: Monopole committee is waiting on engineering study.\
- No other committees met this month.

Chairman David S. Weiss

- Fire and EMS Commission:
 - Continues to works on strategic plan.
 - Communications is a large issue requiring coordination between law enforcement and volunteers.
 - Fee for service is on track.
 - Emergency services response times are going down.
 - The Commission, within the next year, wants to understand the entire EMS budget.
 - Identified several parts of the strategic plan that were actions that could be taken with current staff but these are time constrained.
 - Looked at task-oriented items that could be completed that were not necessarily constrained by budget by time.
 - Commission wants a “big-picture look” at fire, rescue and emergency medical services and how these are provided, sources of revenue, how they can make it work, how they can incentivize volunteers.

- Commission wants to synchronize its recommendations on a fiscal year basis.
- Shenandoah Farms Sanitary District
 - Investigation of requirements and next steps continues.
 - David Ash leading the investigation with support from Supervisor McKay, Supervisor Weiss and legal counsel from Robert Mitchell.
 - Working on two premises: 1) Creation and management of the Sanitary District is court-ordered. 2) Clarke does have the physical capabilities of taking on this project therefore it is investigating other ways to manage, and ways to set up fees that are fair to all the residents.
 - The County is absorbing the costs associated with development of the Sanitary District. Once the District is formalized, the County will pay itself back.
 - The District is required to have its own self-balancing set of accounts.

18) Closed Session

No Closed Session called.

At 3:34 pm, Chairman Weiss recessed the afternoon session.

At 6:31 pm, Chairman Weiss convened the evening session.

19) Citizens Comment Period

No citizens appeared to address the Board.

20) PH 16-08 TA-16-01, Public Outdoor Recreation Facility Lighting.

Proposed text amendment to amend §6-H-11, Outdoor Lighting Standards, of the Zoning Ordinance. The purpose of the amendment is to establish a new category for public outdoor recreation facility lighting including new lighting plan submission and design criteria requirements.

Brandon Stidham summarized the proposed text amendment.

At 6:37 pm, Chairman Weiss opened the public comment portion of the public hearing. He asked the Little League representatives to introduce themselves.

- Kim Braithwaite
- Jackie Wetzel

- Matt Setter
- Charles "Peanut" Wright
- Marsha Wright
- Derrick Chapman

At 6:38, with no persons desiring to the address the Board, he closed the public hearing.

Chairman Weiss called for questions.

Supervisor Daniel, noting the dark sky initiative adopted during her tenure on the County's Planning Commission, commented that the proposed amendment adhered to the intent of the initiative.

Vice Chairman McKay moved to approve TA-16-01, 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 |

ZONING ORDINANCE TEXT AMENDMENT (TA-16-01)
Public Outdoor Recreation Facility Lighting
(Adopted by the Board of Supervisors on March 15, 2016)

Description:

Proposed text amendment to amend §6-H-11, Outdoor Lighting Standards, of the Zoning Ordinance. The purpose of the amendment is to establish a new category for public outdoor recreation facility lighting including new lighting plan submission and design criteria requirements.

Zoning Ordinance Amendment Text (changes shown in bold italics with strikethroughs where necessary):

6-H-11 Outdoor Lighting Standards

The purpose and intent of this section is to establish outdoor lighting standards that reduce the impacts of glare, light trespass, and over-lighting, promote safety and security and encourage energy conservation.

6-H-11-a General Outdoor Lighting Standards

1. ***Requirements for lighting fixtures; maximum installation height.***

- a. All exterior light fixtures shall be a full cut-off type. Such light fixtures shall have flat cut-off lenses. The lenses of lights mounted into eaves or canopies shall be mounted so as to be flush or recessed. The direct light from exterior light fixture elements shall not be visible off the subject property.
 - b. No exterior light fixture shall be installed at a height greater than 25 feet above finished grade as measured from the bottom of the fixture.
 - c. ***This section shall not apply to the installation of public outdoor recreational lighting as set forth in Subsection 6 below.***
2. Flashing, revolving, intermittent, or high intensity beams used for exterior lighting shall be prohibited.
 3. Up-cast lighting used to illuminate flags, signs, landscaping, buildings, or other objects and structures shall have directional control shields to prevent stray lighting and to ensure that no light source is visible from or causes glare on public right-of-ways or adjacent properties and shall be limited to 150 watts or less standard incandescent light elements or equivalent brightness (defined as 2500 lumens).
 4. All exterior lighting shall be oriented not to direct glare or excessive illumination on streets in a manner that may distract or interfere with the vision of drivers on such roads and streets.
 5. All canopy lighting shall be recessed and flush mounted. That portion of the canopy façade not included in the sign area shall not be illuminated.
6. ***Public outdoor recreational facility lighting.***
 - a. ***In addition to the general requirements of Subsection 7 below, photometric plans for public outdoor recreational facility lighting shall conform to the requirements set forth in the most current edition of the Illuminating Engineering Society of North America (IESNA) RP-6 Recommended Practice for Sports and Recreational Area Lighting and the IESNA Lighting Handbook. Appropriate lighting criteria shall be selected based on the class of play of the facility and participants as defined by the IESNA.***
 - b. ***For the purposes of this subsection, poles for the mounting of lighting fixtures shall be exempt from minimum setback requirements.***
 - c. ***Event hours – All events shall be scheduled so as to complete all activity before or as near to 11:00 p.m. as practical, but under no circumstances shall any illumination of the playing field, court, or track be permitted after 11:00 p.m. except to conclude an event that was reasonably scheduled to conclude prior to 11:00 p.m.***
 - d. ***Lighting fixtures shall be installed to meet the criteria of a full cutoff fixture and shall include internal and/or external glare-control louvers.***

- e. Initial lighting levels shall not exceed the target levels specified by the IESNA by more than 30% to account for light loss factors such as lamp lumen depreciation and luminaire dirt depreciation.***

7. Photometric Plan Requirements

- a. A photometric lighting plan shall be submitted and approved in conjunction with any required site plan. The photometric lighting plan shall be certified by the National Council on Qualifications for the Lighting Professions (NCQLP), or a **Virginia** licensed professional engineer, or architect.
- b. All such plans shall include the following:
- (1) Plans indicating the location on the premises of all lighting fixtures, both proposed and existing on the site, including a schematic layout of proposed outdoor lighting fixture locations that demonstrate adequate intensities and uniformity, and light coverage resulting from the proposed light layout.
 - (2) Description of all lighting fixtures, both proposed and existing, which shall include but are not limited to catalog cuts and illustrations by manufactures that describes the equipment, including lamp types, wattage and initial lumen outputs, glare control devices, lamps, proposed placement of all fixtures, including engineering detail of fixtures, manufacturer, model and installation of same.
 - (3) Photometric data, such as that furnished by manufacturers, or similar, showing the angle cut-off light emissions and glare control devices.
 - (4) Lighting levels for exterior lighting, ***except for public outdoor recreational facility lighting described in Subsection 6***, shall not exceed the following standards:
 - (a) 2.5 foot-candles for parking lots;
 - (b) 5 foot-candles at entrances from local rural/urban road entrances;
 - (c) 10 foot-candles along fronts of buildings, at loading docks, and at entrances from primary highways and rural/urban arterials and collectors;
 - (d) A uniformity ratio of 4:1 shall be provided across all parking lots, travelways, and private/public streets and roads. The project site shall be modeled with all lighting (building, canopy, parking, etc.) in operation.
 - (e) Lighting levels shall not exceed 0.2 foot-candles at any common property line.
 - (f) The first three measurements shall be made at the ground surface. The fourth measurement shall be made on a vertical face with the property line at five feet above the ground.
- c. Field verification of installation required. Upon completion of lighting installation, the applicant shall provide written certification that the lighting is installed and operates in conformance with the approved photometric plan and the provisions of this ordinance.***

8. Lighting Definitions

- a. Candela – The system of luminous intensity. One candela is one lumen per candle (steradian).
- b. Foot-Candle – A measure of light falling on a surface. One foot-candle is equal to the amount of light generated by one candle shining on one square foot surface located one foot away. Foot-candle measurements shall be made with a photometric light meter with a specified horizontal orientation.
- c. Foot-Candle (Average Maintained) – The average of a number of points of foot-candle calculations or foot-candle readings in a given area which have been adjusted to account for maintenance which includes luminaire dirt depreciation and lamp lumen depreciation.
- d. Glare – The sensation produced by a bright source within the visual field that is sufficiently brighter than the level to which the eyes are adapted to cause annoyance, discomfort, or loss in visual performance and visibility. The magnitude of glare depends on such factors as the size, position, brightness of the source, and on the brightness level to which the eyes are adapted.
- e. Lighting Fixture – A complete lighting unit consisting of the lamp, lens, optical reflector, housing and electrical components necessary for ignition and control of the lamp, which may include ballast started and/or photo control.
- f. Lighting fixture, full cut-off – A lighting fixture from which a luminaire has zero candela intensity occurring at or above an angle of 90° above nadir.
- g. Light fixture, recessed canopy – An outdoor lighting fixture recessed into a canopy ceiling so that the light source is either completely flush or recessed within the underside of the canopy.
- h. Light Trespass – Unwanted light going beyond the property line and spilling over onto the adjacent or neighboring property. It can also represent the direct light (glare) that reduces a person's vision or ability to see.
- i. Luminaire – A complete lighting unit consisting of a lamp or lamps and the parts designed to distribute the light, to position and protect the lamp(s), and to connect the lamp(s) to the power supply.
- j. Nadir – The angle pointing directly downward from the luminaire.
- k. Public outdoor recreational facility lighting – Lighting fixtures and mounting structures designed to provide permanent outdoor lighting for public recreational and athletic fields and facilities, owned and/or operated by a unit of Federal, State, or local government or by the Clarke County Public Schools.***

David Ash provided a brief update on the ballfield light project. Highlights include:

- In contact with legal counsel and County engineer on the issue of the left field pole location that is located near the trail. The Engineer has been instructed to select a place for the pole, confirm with the lighting representative; and the attorney, once the

location of the pole is determined, will prepare and easement document for the Supervisors to present to the School Board for final resolution of the location.

- Lighting standards will be recalculated once the location is set. These standards will be given to Mike Legge so that he can proceed with procurement. This segment could take three to four weeks.
- David Juday is the project's acting citizen contact.

Chairman Weiss thanked all those present for their efforts.

21) PH 16-09 TA-16-02, Streambank Protection Regulations.

Proposed text amendment to §3-E-1, Flood Plain District (FP), and §3-E-5, Stream Protection Overlay District, of the Zoning Ordinance. The purpose of the amendment is to establish to construction standards and regulations for the siting of boat landings, boat ramps, docks, decks, stairs, and similar structures along perennial streams including the Shenandoah River. The amendment also clarifies current ordinance language including referencing County Septic Ordinance regulations for the siting of portable privies and linking of complementary provisions in both sections.

Brandon Stidham summarized the proposed text amendment.

Chairman Weiss called for question.

Brandon responded to Supervisor Cattel that airports and airstrips at one time were allowed as a special use.

At 6:46 pm, Chairman Weiss opened the public comment portion of the public hearing. Being no persons desiring the address the Board, he closed the public hearing.

Supervisor Byrd moved to approve as TA-16-02 presented.

Chairman Weiss offered that he thought it was very important how Brandon Stidham and Alison Teetor constructed the amendment to meet the goals of stopping erosion and protecting the river, while being sensitive to the ability of landowners to improve their lots in a timely way that satisfies the law. He complimented them on their use of simple language that does not require an engineer. He opined that this would be a great benefit to all sides.

Supervisor Byrd commented that earlier in the session it was noted that one of the scenic stretches of the Shenandoah River runs through Clarke County.

The motion carried by the following vote:

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

ZONING ORDINANCE TEXT AMENDMENT (TA-16-02)
Streambank Protection Regulations
(Adopted by the Board of Supervisors on March 15, 2016)

Description:

Proposed text amendment to §3-E-1, Flood Plain District (FP), and §3-E-5, Stream Protection Overlay District, of the Zoning Ordinance. The purpose of the amendment is to establish to construction standards and regulations for the siting of boat landings, boat ramps, docks, decks, stairs, and similar structures along perennial streams including the Shenandoah River. The amendment also clarifies current ordinance language including referencing County Septic Ordinance regulations for the siting of portable privies and linking of complementary provisions in both sections.

Zoning Ordinance Amendment Text (changes shown in bold italics with strikethroughs where necessary):

3-E SCHEDULE OF OVERLAY DISTRICT REGULATIONS

(7/17/07)

3-E-1 Flood Plain District (FP)

3-E-1-b Permit and Application Requirements

(5/19/87)

(4/20/93)

(10/18/94)

(6/20/00)

1. All uses, activities, and development occurring within any Flood Plain District shall be undertaken only upon the issuance of property zoning and building permits. Such development shall be undertaken only in strict compliance with the provisions of the Ordinance and with all other applicable codes and ordinances, as amended and the Clarke County Subdivision Regulations. Prior to the issuance of any such permit, the Zoning ~~Officer~~ **Administrator** shall require all applications to include compliance with all applicable state and federal laws.

2. All zoning and building permit application for development within the Flood Plain District shall incorporate the following information:
 - a. For structures to be elevated, the elevation of the lowest floor (including basement).
 - b. For structures to be flood-proofed (non-residential only), the elevation to which the structure will be flood-proofed.
 - c. Base flood elevation data shall be provided for subdivision

proposals and other proposed development (including manufactured home parks and subdivisions) that exceed five acres or fifty lots, whichever is the lesser.

d. Any other requirements as set forth in this section or in §3-E-5, Stream Protection Overlay District (SP).

3. Any encroachments, including fill, new construction, substantial improvements and other developments is prohibited unless certification (with supporting technical data) by a registered professional engineer is provided demonstrating that encroachments shall not result in any increase in flood levels during occurrence of the base flood discharge.
4. The placement of manufactured homes (mobile homes) is prohibited, except in an existing manufactured homes (mobile homes) park or subdivision. A replacement manufactured home may be placed on a lot in an existing manufactured home park or subdivision provided the anchoring, elevation, and encroachment standards are met.

3-E-1-c
(5/19/87)

Permitted Uses (Exceptions) in the Floodway District

The following uses and activities are permitted provided that they are in compliance with the provisions of the underlying area and are not prohibited by any other ordinance and provided that they do not require structures, fill, or storage of materials and equipment:

1. Agricultural uses, such as general farming, pasture, grazing, outdoor plant nurseries, horticulture, truck farming, forestry, sod farming, and wild crop harvesting.
2. Public and private recreational uses and activities, such as parks, day camps, picnic grounds, golf courses, ~~boat launching and swimming areas~~, horseback riding and hiking trails, wildlife and nature preserves, game farms, fish hatcheries, trap and skeet game ranges, and hunting and fishing areas.
3. Accessory residential uses, such as yard areas, gardens, play areas, and pervious loading areas.
4. Accessory industrial and commercial uses, such as yard areas, pervious parking and loading areas, ~~airport landing strips~~, etc.

3-E-1-d
(5/19/87)

Use Regulations in the Flood Plain District

In the flood plain district the following provisions shall apply:

- (4/20/93)
(10/18/94)
(6/20/00)
(10/18/11)
1. Under no circumstances shall any proposed use, activity, and/or development adversely affect the capacity of the channels or floodways of any watercourse, drainage ditch, or any other drainage facility or system.
 2. In riverine situations, adjacent communities and the Department of Conservation and Recreation (Division of Dam Safety and Floodplain Management) shall be notified prior to any alteration or relocation of a watercourse, and copies of such notifications shall be submitted to FEMA.
 3. Uses and Structures Prohibited in the Flood Plain District:
 - a. Structures used for residential or non-residential use, either temporary or permanent, shall not be permitted in the Flood Plain District **except as set forth in subsection 4 below.**
 - b. Recreational vehicles shall not be located, within 100 feet of the Shenandoah River, from January 1 through March 31 of any year. ~~A truck camper or cap shall not be removed from its transporting vehicle nor shall wheels be removed from a trailer, within 100 feet of the Shenandoah River, at any time of the year.~~ **A truck camper or cap, located within 100 feet of the Shenandoah River, shall not be removed from its transporting vehicle nor shall wheels be removed from a trailer or recreational vehicle at any time of the year.**
 - c. There shall be no **land** disturbance of any kind within 100 feet of the Shenandoah River except as provided in Section 3-E-5, Stream Protection Overlay District.
 4. The following uses may be permitted, with issuance of a Zoning and/or Building Permit, in the Flood Plain District limited by the regulations imposed by this section, the underlying zoning district, and the Uniform Statewide Building Code:
 - a. Recreational Vehicles located in the Flood Plain District between shall meet the following minimum requirements:
 - (1) be fully licensed and ready for highway use (a recreational vehicle is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices and has no permanently attached additions; or
 - (2) meet all the requirements for manufactured homes in this ordinance and the Uniform Statewide Building Code.
 - b. Agricultural uses which do not include utilization of structures with an aggregate floor area of more than 500 square feet. However, no structure for such uses shall be allowed within 100 feet of the Shenandoah River.

c. Recreational uses limited to parks, playgrounds, golf courses, driving ranges, ~~boat landings, docks,~~ picnic grounds, and transient amusement enterprises, provided such facilities are not usable for human habitation.

(1) Structures with walls related to such uses shall not exceed an aggregate floor area of five hundred (500) square feet per parcel or have less than one hundred and two hundred (200) square feet. Such structures shall be set back at least 100 feet from the Shenandoah River.

(2) Structures without walls related to such uses shall not exceed an aggregated floor area of 1500 square feet per parcel or have less than 200 square feet. Such structures' roof framing shall be at least one foot above the 100-year flood elevation; however, the structures' height shall not be more than 15 feet above grade. Such structures shall be set back at least 500 feet from the Shenandoah River.

d. Accessory structures not more than 500 square feet or less than 200 square feet in floor area ~~to include~~ **limited to** roadside and park stands for the sale of food, fruit and vegetables, fishing bait, and boat rental, provided such facilities are not usable for human habitation. However, no structure for such uses shall be allowed within 100 feet of the Shenandoah River.

e. Construction of boat ramps, boat landings, docks (permanent or floating), and similar structures shall meet the requirements set forth in §3-E-5, Stream Protection Overlay District.

f. Siting of portable privies shall meet the requirements of the Clarke County Septic Ordinance (Chapter 143) and §3-E-5, Stream Protection Overlay District.

3-E-5

Stream Protection Overlay District (SP)

3-E-5-d

The following types of development shall be allowed in a stream buffer if allowed by the Zoning Ordinance and provided that the requirements of this section are satisfied:

1. A building or structure that existed as of 1 January 2000 may continue at such location.
2. However, any expansion or enlargement of such structure may not encroach upon the stream buffer more than the encroachment of the existing structure.
3. On-site or regional stormwater management facilities and temporary

erosion and sediment control measures, provided that:

- a. To the extent practical, as determined by the Natural Resource Planner, the location of such facilities shall be outside of the stream buffer;
 - b. No more land shall be disturbed than is necessary to provide for construction and maintenance of the facility, as determined by the Natural Resource Planner;
 - c. The facilities are designed and constructed so as to minimize impacts to the functional value of the stream buffer and to protect water quality; and
4. ~~Water dependent facilities;~~ water wells; passive recreation access, such as pedestrian trails and bicycle paths; historic preservation; archeological activities; provided that all applicable federal, state and local permits are obtained.

5. Temporary siting of portable privies is allowed provided that they meet all requirements of the Clarke County Septic Ordinance and §3-E-1, Flood Plain District.

3-E-5-e

Types of development in a stream buffer that may be authorized by the Natural Resource Planner in the circumstances described below, provided that a mitigation plan is submitted and approved pursuant to section 3-E-5-f:

1. a lake, pond, or ecological/wetland restoration project;
2. construction and maintenance of a driveway or roadway, if the Natural Resource Planner determines that the stream buffer would prohibit reasonable access to a portion of the lot which is necessary in order for the owner to have a reasonable use of the lot;
3. construction, installation and maintenance of water and sewer facilities or sewage disposal systems, on parcels recorded before 1 January 2000 if the Natural Resource Planner determines that the stream buffer would prohibit the practical development of such facilities or systems;
4. construction of a structure, on parcels recorded before 1 January 2000, if the Natural Resource Planner determines that the stream buffer would result in the loss of a building site, and there are no other available building sites outside the stream buffer on the parcel.

5. construction of boat ramps, boat landings, docks (permanent or floating) or similar structures provided that:

- a. The property owner obtains any required State or Federal permits and provides copies of approved permits to the**

- Natural Resources Planner prior to construction, if applicable;
- b. Land disturbance and construction plans satisfy all requirements of 3-E-1, Flood Plain District; and
 - c. Land disturbance and construction plans are consistent with criteria for streambank construction listed in Subsections 6 and 7 below.
6. Decks, docks and stairs; site and construction criteria. In the Stream Protection Overlay District, no stairways, decks, docks or other structures shall be constructed until a permit is obtained from the Natural Resource Planner. Stairways and decks shall meet the following design requirements:
- a. Stairways shall not exceed four feet in width. Wider stairs may be used for public open-space recreational properties.
 - b. Landings for stairs or decks shall not exceed 32 square feet in area.
 - c. Permanent canopies or roofs are not allowed on stairways, decks, or docks.
 - d. Stairways, docks, or decks may be either constructed above the ground on posts or pilings or placed into the ground provided they are designed and built in a manner that ensures control of soil erosion.
 - e. Stairways, docks or decks shall be located in the most visually inconspicuous portion of lots, as viewed from the river assuming summer leaf-on conditions, whenever practical.
7. Private ramps: site and construction criteria. In the Stream Protection Overlay District, no private ramps shall be constructed until a permit is obtained from the Natural Resources Planner. Private ramps shall meet the following design requirements:
- a. The site can support a ramp without pilings, dredging, or other special site preparations.
 - b. Boat ramps with vehicular access shall have slopes no greater than 15% and no less than 12%.
 - c. Ramps shall be constructed of gravel, natural rock, steel matting, or other durable inorganic material not exceeding 7 inches in thickness.

- d. Ramps shall be no more than 12 feet wide along the shore and 10 feet waterward of the shoreline or into a water depth of 4 feet, whichever is less.**
- e. Excavation of no more than 5 cubic yards (to create a suitable slope and launching area) and placement of no more than 5 cubic yards of crushed rock, gravel, clean sand, or small stone are allowed to provide a stable base or maintain use of the ramp.**
- f. Boat ramp construction requires erosion-control measures such as a floating silt fence to limit the spread of sediment stirred up by construction.**

3-E-5-f

An owner who seeks to develop in a stream buffer pursuant to section 3-E-5-e shall submit to the Natural Resource Planner for review and approval a mitigation plan as provided herein:

1. The owner shall submit a mitigation plan that satisfies the applicable requirements of this section, **a required** processing fees **of \$100** and a certification stating that all requirements of the approved plan will be complied with.
2. The mitigation plan shall be reviewed by the Natural Resource Planner to determine whether it complies with the requirements of this section and all other requirements of this article. The Natural Resource Planner shall approve or disapprove a mitigation plan within thirty days that a complete plan was accepted for review. The decision shall be in writing and shall be communicated to the owner. If the plan is disapproved, the reasons for such disapproval shall be stated in the decision.
3. Each mitigation plan shall:
 - a. identify the impacts of proposed development on water quality and lands within the stream buffer;
 - b. ensure that, where development does take place within a stream buffer, it will be located on those portions of a site and in a manner that will be least disruptive to the natural functions of the stream buffer;
 - c. demonstrate and assure that development will be conducted using best management practices; specify mitigation that will address water quality and stream buffer impacts; and;
 - d. contain all other information requested by the Natural Resource Planner.

4. Each mitigation plan shall be evaluated by the Natural Resource Planner based on the following criteria:
 - a. whether all reasonable alternatives to development in the stream buffer have been explored and exhausted;
 - b. whether the development in the stream buffer is the minimum necessary and is conducted in a manner that will be least disruptive to the natural functions of the stream buffer; and
 - c. whether best management practices will effectively mitigate adverse impacts from the encroachment on the stream buffer and its natural functions.

22) Adjournment

At 6:50 pm, being no further business, Chairman Weiss adjourned the meeting.

Next Regular Meeting Date

The next regular meeting of the Board of Supervisors is set for Tuesday, April 19, 2016 at 1:00 p.m. in the Berryville Clarke County Government Center, Main Meeting Room, 101 Chalmers Court, Berryville, Virginia.

ATTEST: March 15, 2016

David S. Weiss, Chair

David L. Ash, County Administrator

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

Clarke County Board of Supervisors

Consent Agenda

- 2016-03R Resolution of Appreciation and Recognition of Service
Wilson Kirby
- 2016-05R Resolution of Appreciation and Recognition of Service
Dwight Brown Conservation
- Easement Digges Boundary Line Adjustment

Clarke County Board of Supervisors



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

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

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

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

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

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

Resolution of Appreciation and Recognition of Service

Wilson Kirby

2016-03R

WHEREAS, Wilson Kirby was first elected to Berryville Town Council in 2002 and re-elected in 2006;

WHEREAS, Mr. Kirby was elected as Mayor of the Town of Berryville in May 2008 and re-elected in 2012, and,

WHEREAS, during his tenure, Mr. Kirby continuously strived to maintain open communication and a high level of cooperation between the Town and the County in the planning, construction and ongoing operation of the joint Berryville Clarke County Government Center, the construction of the new Clarke County High School, the construction of the Active Living Center, the renovations at the Court Complex, as well as the 2015 revision of the Berryville Area Plan.



NOW THEREFORE BE IT RESOLVED, by the Clarke County Board of Supervisors that Mayor Wilson Kirby be recognized and congratulated on 14 years continued service to the citizens of the Town of Berryville as a member of Town Council including 8 years as Mayor, and that he be congratulated on his successful career, and on the positive influence he has had on the Town of Berryville and Clarke County;

BE IT FURTHER RESOLVED, that his dedication, loyalty, and service to the Citizens of Berryville be hereby memorialized and that a suitable copy of this resolution be presented to Mr. Kirby as a token of the respect and high esteem in which he is held by the Clarke County Board of Supervisors, Constitutional Officers, and the staff of Clarke County.

APPROVED AND ORDERED ENTERED in the official records by the unanimous vote of the members of the Clarke County Board of Supervisors assembled in regular session on the Nineteenth day of April 2016.

Attest:

David S. Weiss, Chairman

Clarke County Board of Supervisors



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

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

Resolution of Appreciation and Recognition of Service

Dwight Brown

2016-05R

WHEREAS, Dwight Brown came to Clarke County in 1984 and served the next 32 years as priest-in-charge at Grace and St. Mary's Episcopal Churches; and

WHEREAS, Mr. Brown's positive and gracious attitude has affected lives throughout the community through his service on the Clarke County Board of Social Services from 2009 to present and acting in the capacity of prison chaplain.

NOW THEREFORE BE IT RESOLVED, by the Clarke County Board of Supervisors that Dwight Brown be recognized and congratulated on his years of continued service to the citizens of Clarke County in his appointed positions, that he be congratulated on his successful career and on the positive influence he has had on Clarke County;



BE IT FURTHER RESOLVED, that his dedication, loyalty, and service to the Citizens of Clarke be hereby memorialized and that a suitable copy of this resolution be presented to Mr. Brown as a token of the respect and high esteem in which he is held by the Clarke County Board of Supervisors, Constitutional Officers, and the staff of Clarke County.

APPROVED AND ORDERED ENTERED in the official records by the unanimous vote of the members of the Clarke County Board of Supervisors assembled in regular session on the Nineteenth day of April 2016.

Attest:

David S. Weiss, Chairman

MEMORANDUM

TO: Board of Supervisors, David Ash
FROM: Alison Teetor
DATE: April 7, 2016
SUBJECT: Conservation Easement Authority

The Clarke County Easement Authority has approved the following actions. 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.

Digges Boundary Line Adjustment

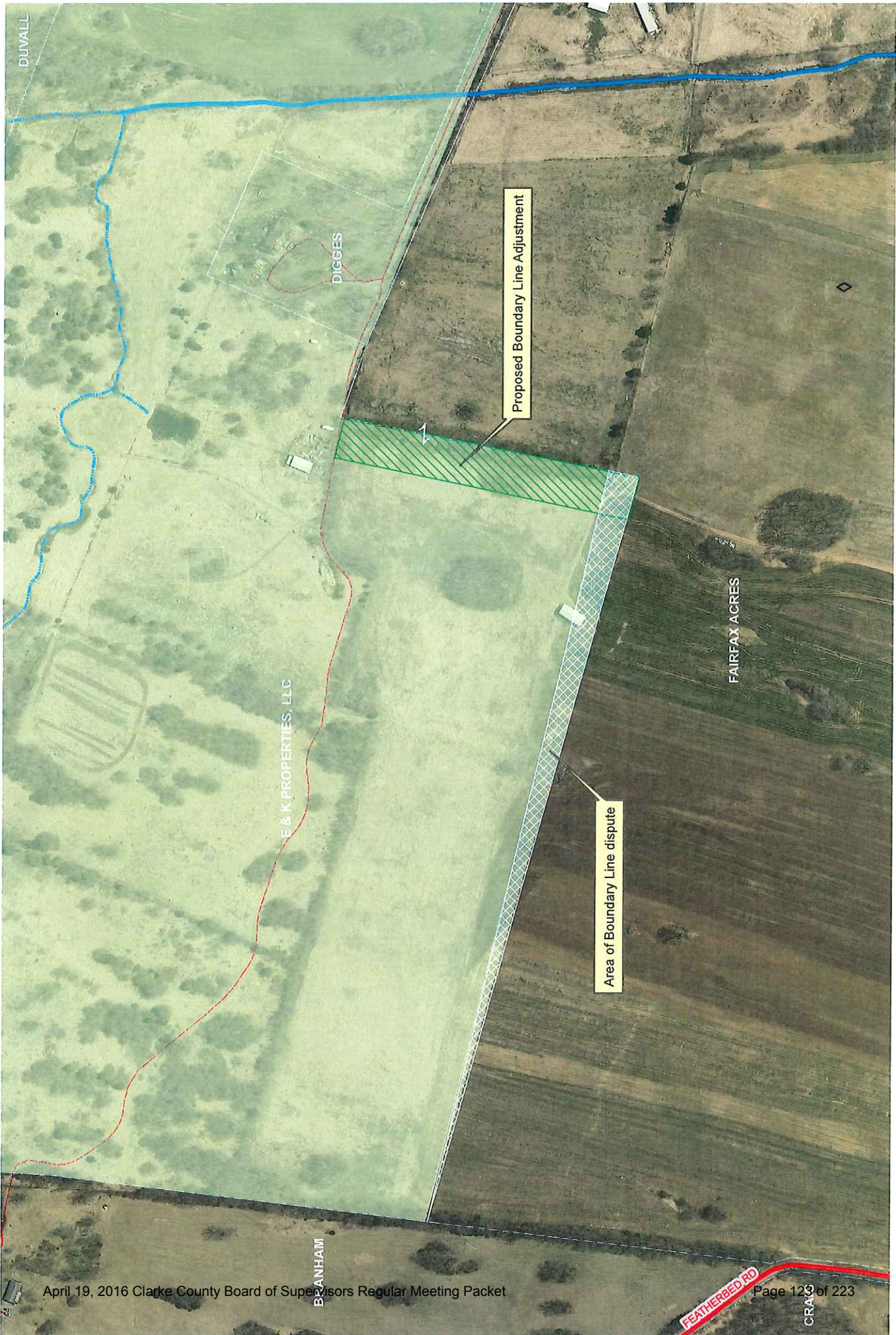
Eric and Kyle Digges are owners of 139 acres of the Greenway Court property (Tax Map# 28-A-52). The parcel was placed in easement with the County in 2003. A discrepancy between a neighboring property survey has come up that requires a boundary line adjustment to resolve. The attached plat shows a difference of 1.9957 acres between the original survey completed when the easement was recorded, and a 2014 survey of Fairfax acres (Tax Map# 28-A-51). In order to resolve the difference, the Digges would like to complete a Boundary Line Adjustment to the southern property line as shown on the attached aerial map (green hashed area).

In order to address this concern, Mr. Mitchell was consulted. He suggested a deed of correction could be recorded with a boundary line adjustment that would allow for no change in the net acreage but allow for the discrepancies in the surveys.

Laura Thurman, Easement Project Manager, at the Virginia Outdoors Foundation was consulted to determine how VOF handles similar situations. She agreed with Mr. Mitchell's approach.

Recommendation

Approve the proposed Boundary Line Adjustment and deed of correction to correct the discrepancy in the survey data.



DUVALL

DIGGES

E & K PROPERTIES, LLC

FAIRFAX ACRES

BRANHAM

FEATHERBED RD

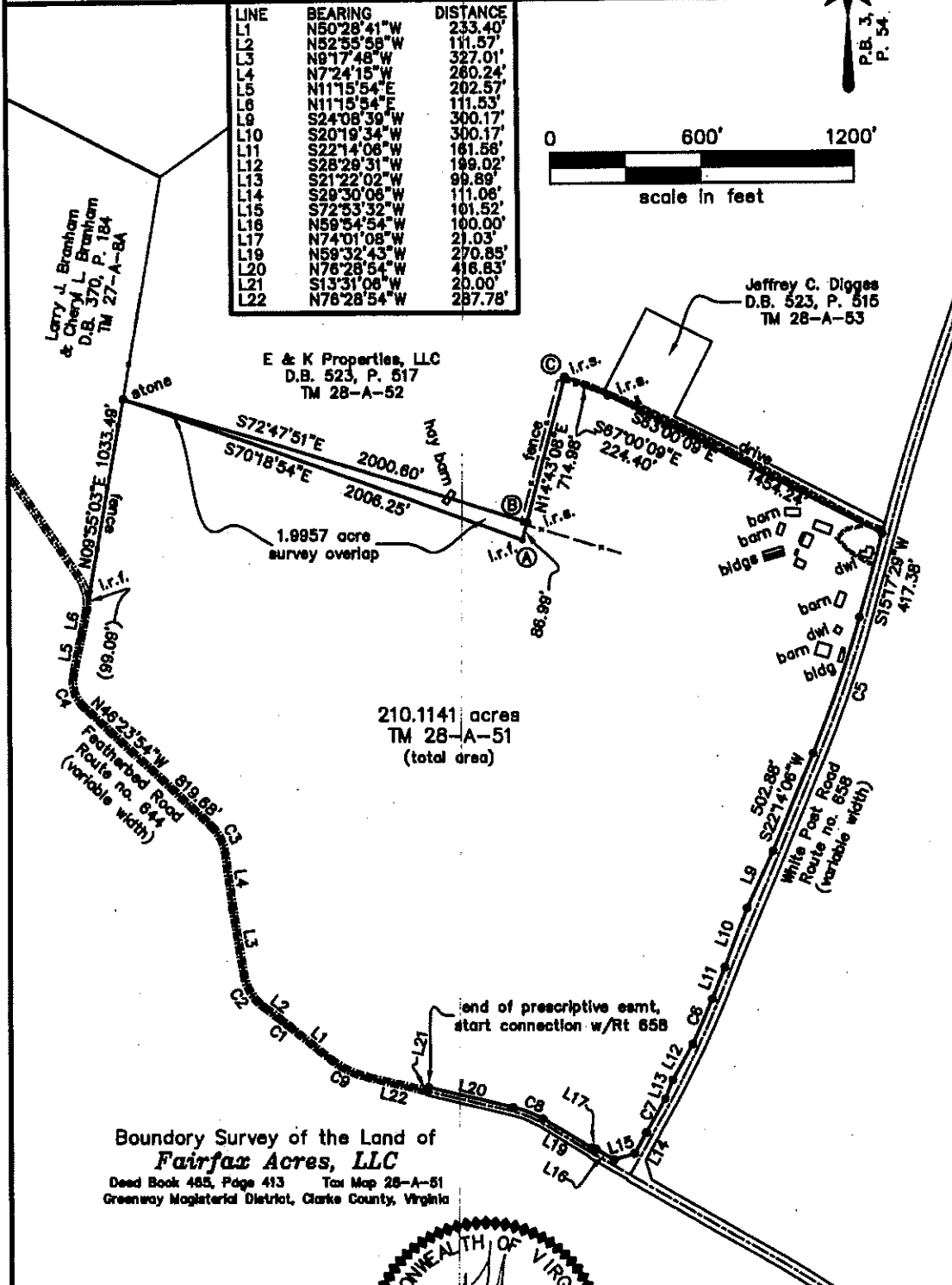
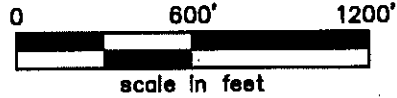
CRAIG

Proposed Boundary Line Adjustment

Area of Boundary Line dispute

CURVE	BEARING	CHORD	RADIUS	ARC	DELTA	TANGENT
C1	N51°42'20"W	59.97'	1400.00'	59.98'	2°27'17"	29.99'
C2	N31°06'53"W	174.88'	235.00'	178.98'	43°38'11"	94.08'
C3	N26°54'05"W	150.19'	225.00'	153.13'	38°58'39"	79.66'
C4	N17°34'00"W	163.98'	170.00'	171.08'	57°39'48"	93.58'
C5	S18°45'48"W	890.30'	5699.58'	690.73'	6°58'37"	345.79'
C6	S23°25'28"W	236.47'	5699.58'	236.48'	2°22'38"	118.26'
C7	S28°33'28"W	187.94'	5699.58'	187.95'	1°53'22"	93.98'
C8	N88°00'48"W	153.15'	520.00'	153.71'	18°58'11"	77.42'
C9	N63°28'48"W	202.48'	450.00'	204.23'	28°00'12"	103.90'

LINE	BEARING	DISTANCE
L1	N50°28'41"W	233.40'
L2	N52°55'56"W	111.57'
L3	N8°17'48"W	327.01'
L4	N7°24'15"W	280.24'
L5	N11°15'54"E	202.57'
L6	N11°15'54"E	111.53'
L9	S24°08'39"W	300.17'
L10	S20°19'34"W	300.17'
L11	S22°14'06"W	161.58'
L12	S28°28'31"W	199.02'
L13	S21°22'02"W	99.89'
L14	S29°30'06"W	111.06'
L15	S72°53'32"W	101.52'
L16	N59°54'54"W	100.00'
L17	N74°01'08"W	21.03'
L19	N59°32'43"W	270.85'
L20	N76°28'54"W	416.83'
L21	S13°31'08"W	20.00'
L22	N76°28'54"W	287.78'

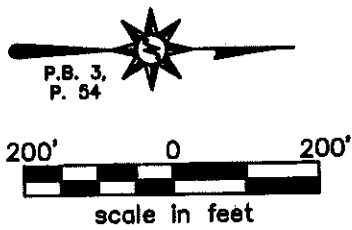


**Boundary Survey of the Land of
Fairfax Acres, LLC**
Deed Book 465, Page 413 Tax Map 28-A-51
Greenway Magisterial District, Clarke County, Virginia

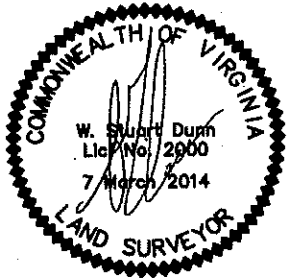
Survey no. 919A
Sheet 1 of 2



Dunn Land Surveys, Inc.
106 North Church Street
Berryville, Virginia 22611
Tel: 540-955-3388
March 3, 2014
Revised March 7, 2014



BOOK 575 PAGE 59



Fairfax Acres, LLC
D.B. 485, P. 413
TM 28-A-51

Notes:

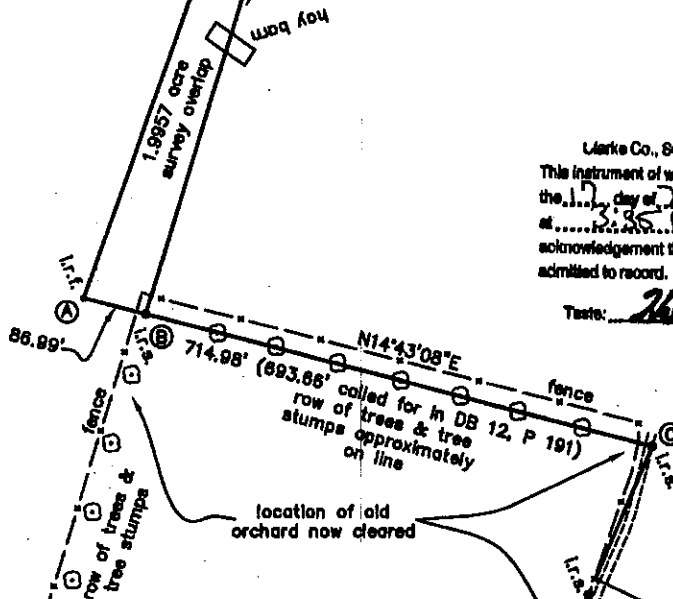
- (1) No Title Report furnished. Easements of record not shown may exist.
- (2) In deeds recorded in Deed Book 82, Page 338, and Deed Book 112, Page 899, the Commonwealth of Virginia acquired title to a portion of Route no. 644 and Route no. 658.
- (3) The line dividing TM 28-A-51 and TM 28-A-52 was established in a Deed of Partition recorded in Deed Book 12, Page 191. The monuments called for in said deed for the line shown hereon with a bearing of N14°43'08"E were a stake at orchard line at the South end and an old stone fence at the North end (Point C). Point A as shown is clearly beyond the orchard fences. Point B was established at the approximate intersection of two old tree rows. Additionally the distance from Point B to C is clearly more consistent with the distance called for in the Deed of Partition than that from Point A to C.

E & K Properties, LLC
D.B. 523, P. 517
TM 28-A-52

Clarke Co., SCT.

This instrument of writing was produced to me by the 17 day of March, 2014 at 3:35 P.M. and with certificate of acknowledgement thereto attached was admitted to record.

Teste: John Butts, Clerk



Survey no. 919A
Sheet 2 of 2

Dunn Land Surveys, Inc.
106 North Church Street
Berryville, Virginia 22611
Tel: 540-955-3388
March 3, 2014
Revised March 7, 2014

Proposed change to Income Criteria

In May 2006, the Easement Authority and Board of Supervisors adopted the Determination of Payment of Conservation Easement – Owner Income (attached). This was subsequently amended in 2008 and 2011. The policy outlines the process by which the adjusted gross income of the landowners is calculated and the 3 year average used to determine the percentage of the purchase offer amount paid to the landowners.

The purpose of adjusting the purchase price by income is to focus available funds to lower and middle income property owners who may be less likely to take advantage of tax credits.

This process works well with the DUR purchase offer as typically County funds are matched 50-50 with VDACS funds to purchase the easement. In the case of easement purchases where an appraised value is used staff has identified an issue for the Authority to consider.

When easements are purchased using an appraised value, the County applies for grants to supplement the local funding needed for the purchase. In all cases the agencies providing federal and state grants do not consider owner income when determining what is paid for an easement, the value is based solely on the appraisal. Typically federal grants pay 50% of the appraised value, the owner provides a 25% donation, and state and local funds are used to pay the remaining 25%. With the exception of easement purchases completed early in the Authorities tenure, the local share is typically a very small percentage of the overall easement cost.

COMPLETED APPRAISED VALUE PURCHASE SUMMARY									
YEAR	APPRAISED VALUE	OWNER SHARE	COUNTY SHARE	VCLF Grant	VDACS	Other (SRCD C/VOF/ PEC)	FRPP	Other	% County Share
2003	\$251,000	\$26,000	\$225,000	\$0		\$0	\$0		90%
2003	\$0	\$0	\$0	\$0		\$0	\$0		
2005	\$198,100	\$123,100	\$75,000	\$0		\$0	\$0		38%
2005	\$200,000	\$125,000	\$50,000	\$0		\$25,000	\$0	SRCDC	25%
2006	\$578,400	\$445,133	\$133,267	\$0		\$0	\$0		23%
2006	\$508,800	\$166,575	\$114,075	\$0		\$228,150	\$0	VOF	22%
2007	\$648,500	\$162,125	\$8,062	\$146,000	\$8,063	\$0	\$324,250		1%
2008	\$346,551	\$86,638	\$86,638	\$0		\$0	\$173,275		25%
2008	\$180,000	\$53,100	\$42,300	\$0		\$0	\$84,600		24%
2008	\$716,500	\$179,125	\$27,750	\$123,625	\$27,750	\$0	\$358,250		4%
2008	\$131,500	\$32,875	\$16,437	\$0	\$16,438	\$0	\$65,750		12%
2011	\$240,500	\$60,125	\$30,063	\$0	\$30,062	\$0	\$120,250		13%
2012	\$345,500	\$86,375	\$20,000	\$0	\$20,000	\$46,375	\$172,750	PEC	6%
2013	\$303,000	\$75,750	\$5,488	\$45,000	\$5,487	\$19,775	\$151,500	PEC	2%
2013	\$542,500	\$135,625	\$32,813	\$40,000	\$32,812	\$30,000	\$271,250	PEC	6%
2013	\$255,000	\$63,750	\$3,125	\$40,000	\$3,125	\$17,500	\$127,500	PEC	1%
2013	\$560,000	\$140,000	\$97,500	\$98,604	\$97,500	\$126,396	\$0	PEC	17%
2014	\$173,500	\$43,375	\$2,718	\$14,000	\$2,718	\$25,000	\$86,750	PEC	2%
2014	\$194,500	\$48,625	\$688	\$47,250	\$687	\$0	\$97,250		<1%
	\$6,373,851	\$2,053,296	\$970,924	\$554,479	\$244,642	\$518,196	\$2,033,375		

The proposed change for appraisal purchases would require that the local share not exceed 25% of the appraised value. This would allow the property owner to receive the maximum appraisal value without overspending local funds.

As an example if the AGI is at or below \$55,000:

- Property X has an easement value of \$100,000
- It is eligible for FRPP funds at 50% - \$50,000
- The landowner donates 25% - \$25,000
- The remaining 25% can be a mix of state grants & local \$25,000
- Landowner nets \$75,000**

Under current policy if the AGI exceeds \$55,000 the overall payment is reduced based on the AGI table.

If the AGI was \$80,000 the overall value of the easement would be \$100,000 x 82% or \$82,000

- It is eligible for FRPP funds at 50% - \$41,000
- The landowner donates 25% - \$20,500
- The remaining 25% can be a mix of state grants & local \$20,500
- Landowner nets \$61,500**

Under the proposed policy

If the AGI was \$80,000 the value of the local share could not exceed

- Property X has an easement value of \$100,000
- It is eligible for FRPP at 50% - \$50,000
- The landowner donates 25% - \$25,000
- So the local share cannot exceed 82% of \$25,000 or \$20,500
- Landowner nets \$70,500**

Average Annual Adjusted Gross Income	Percentage of Easement Value
\$ 0 - \$55,000	100%
\$55,001 - \$65,000	94%
\$65,001 - \$75,000	88%
\$75,001 - \$85,000	82%
\$85,001 - \$95,000	76%
\$95,001 - \$105,000	70%
\$105,001 - \$115,000	64%
\$115,001 - \$125,000	58%
\$125,001 - \$135,000	52%
\$135,001 - \$145,000	46%
\$145,001 - \$155,000	40%
\$155,001 - \$165,000	34%
\$165,001 - \$175,000	28%
\$175,001 - \$185,000	22%
\$185,001 - \$195,000	16%
\$195,001 - \$205,000	10%
\$205,001 or more	4%

Recommendation

Approve the proposed change to the owner income criteria.



Personnel Committee Items

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

April 11, 2016 9:30 am

Item No.

Description

A. Expiration of Term for appointments expiring through July 2016

04-11-2016 Summary: The Personnel Committee recommends the following action:

- Reappoint Brandon Stidham to the Northern Shenandoah Valley Regional Commission to serve a three-year term expiring January 31, 2019.
- Reappoint Nancy Foster Clarke County Library Advisory Council to serve a four-year term expiring April 15, 2020.

B. Personnel Policy Review

04-11-2016 Summary: David Ash updated the Committee on the status of personnel policy review.

Appointments by Expiration Through July 2016

Appt Date Exp Date Orig Appt Date:

October 2015

Clarke County Industrial Development Authority 4 Yr

Armbrust	Wayne	White Post District; Vice Chair	8/19/2008	10/30/2015	2/15/2004
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Treasurer 2005 to 2011; Secretary 2006 to 2011; Resigned term expires 10/30/2015

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

January 2016

Northern Shenandoah Valley Regional Commission

Stidham	Brandon	Citizen Representative [Planning Director]	2/19/2013	1/31/2016	6/19/2012
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The Charter of the Regional Commission states Clarke County shall have 2 members, 1 elected official; 1 citizen.

April 2016

Clarke County Library Advisory Council 4 Yr

Foster	Nancy	Russell District	4/17/2012	4/15/2016	3/20/2001
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10 Members and 1 BOS liaison

Daisley	Shelley	Russell District	7/17/2012	4/15/2016	7/17/2012
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10 Members and 1 BOS liaison

May 2016

Clarke County Historic Preservation Commission 4 Yr

Arnett	Betsy	Berryville District	5/15/2012	5/31/2016	4/20/2010
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4/20/2010 Fill Unexpired Term M. Franklin

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."

Carter	Paige	White Post District	5/15/2012	5/31/2016	5/20/2008
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Reappointed 3/16/04

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

June 2016

			<i>Appt Date</i>	<i>Exp Date</i>	<i>Orig Appt Date:</i>
Board of Equalization			N/A		
McFillen	Thomas	Berryville District	1/1/2016	6/30/2016	12/21/2015
Appointed by Circuit Court; Send letter of recommendation to Clerk. § 58.1-3374. Qualifications of members; vacancies.					
Blatz	Joseph	White Post District	1/1/2016	6/30/2016	12/20/2005
Appointed by Circuit Court; Send letter of recommendation to Clerk. § 58.1-3374. Qualifications of members; vacancies.					
Dame	Thomas	Millwood District	1/1/2016	6/30/2016	12/20/2005
Appointed by Circuit Court; Send letter of recommendation to Clerk. § 58.1-3374. Qualifications of members; vacancies.					
Hope	Lindsay	Russell District	1/1/2016	6/30/2016	11/3/2009
Appointed by Circuit Court; Send letter of recommendation to Clerk. § 58.1-3374. Qualifications of members; vacancies.					
McIntosh	Anne	White Post District	1/1/2016	6/30/2016	12/21/2015
Appointed by Circuit Court; Send letter of recommendation to Clerk. § 58.1-3374. Qualifications of members; vacancies.					
Clarke County Sanitary Authority			4 Yr		
Welliver	Ralph	Berryville District	3/19/2013	6/30/2016	3/19/2013
The board of the Authority shall be appointed by the BOS and shall be composed of 5 members, 1 of whom shall be a resident of the Town of Boyce, each for a term of 4 years and until his successor is appointed and qualifies except appointments to fill vacancies, which shall be for the remainder of such un-expired term. The Town may submit a nominee or nominees to the BOS for its consideration in making the appointment of the Boyce resident member. From VA Code 15.2-5113 D) Alternate board members may also be selected. Such alternates shall be selected in the same manner and shall have the same qualifications as the board members except that an alternate for an elected board member need not be an elected official. Oath of Office Required.					
Lord Fairfax Community College Board					
Daniel	William	Berryville District	7/1/2012	6/30/2016	5/15/2012
1 Clarke County Member; 2 Term Limit					
Lord Fairfax Emergency Medical Services Council			3 Yr		
Stidham	Angela	Medical Professional; White Post District	9/17/2013	6/30/2016	9/17/2013
3 Clarke County Members; 3-year term; 3 consecutive terms limit; Each locality will be represented with at least 1 volunteer and 1 career EMS provider. The following classes and categories of individuals, organizations, and professions will be eligible as members of the Board: Consumers; Governmental Representatives; Hospital Administration; Physicians; Nurses; Rescue Squads and Fire Companies					
Regional Airport Authority			4 Yr		
Crawford	John	Buckmarsh District	7/17/2012	6/30/2016	7/1/1997
1 Clarke County Member; Members appointed by additional participating political subdivisions or directors appointed by existing political subdivisions shall also be appointed for 4-year terms.					

July 2016

Board of Social Services

4 Yr

Ferrebee Robert Millwood District 4/16/2013 7/15/2016 4/16/2013

Appointed by BOS; 2 Term Limit; Oath of Office Required - Clerk of Circuit Court; BOS appoints 3 qualified citizens of the county, 1 of whom may be a member of the BOS ; § 15.2-412.

People Inc. of Virginia

3 Yr

Hillerson Coleen Clarke County Rep Board of Directors 6/18/2013 7/31/2016 8/17/2010

Board added 8/2010

1 Clarke County Member; Public officials, or their representatives shall serve at the pleasure of the designating officials or as long as the public official is currently holding office.



RECEIVED

APR - 1 2016

Clarke County

Office of the President

March 30, 2016

David L. Ash
County Administrator
101 Chalmers Court
Berryville, VA 22611

Dear Mr. Ash:

Mr. William C. Daniel, representing Clarke County on the Lord Fairfax Community College Board, will complete his first four-year term on June 30, 2016. He is eligible for a second four-year term to run from July 1, 2016 through June 30, 2020.

Mr. Daniel has been an active and supportive member of our board and we would be pleased to have him reappointed.

Thank you for your consideration.

Sincerely,

Cheryl Thompson-Stacy
President

cc: William C. Daniel

Middletown Campus
173 Skirmisher Lane
Middletown, VA 22645-1745
540-868-7000
540-868-7100 Fax

Fauquier Campus
6480 College Street
Warrenton, VA 20187-8820
540-351-1505
540-351-1540 Fax

Luray-Page County Center
334 North Hawksbill Street
Luray, VA 22835-1130
540-843-0722
540-843-0322 Fax

Clarke County Committee Listing

			<i>Appt Date</i>	<i>Exp Date</i>
<i>Agricultural & Forestal District Advisory Committee</i>				6 Yr
Buckley	Samuel	Landowner/Producer	8/18/2015	7/15/2021
Childs	Corey	Landowner	8/18/2015	7/15/2021
Day	Emily	Landowner/Producer	8/18/2015	7/15/2021
Dorsey	Tupper	Landowner/Producer	8/18/2015	7/15/2021
Gordon	Carolyn	Landowner	8/18/2015	7/15/2021
Haynes	Carole	Landowner	9/15/2015	7/15/2021
McKay	Beverly B.	BoS - Appointed Member	8/18/2015	7/15/2021
Peake	Donna	Commissioner of the Revenue	8/18/2015	7/15/2021
Shenk	Philip	Landowner/Producer	8/18/2015	7/15/2021
<i>Barns of Rose Hill Board of Directors</i>				3 Yr
Cammack	Thomas		1/19/2016	12/31/2018
<i>BCCGC Joint Building Committee</i>				Open-End
Ash	David L.	County Administrator		
Dalton	Keith	Berryville Town Manager		
Kitselman	Allen	Berryville Town Council Representative		
McKay	Beverly B.	BoS - Appointed Member	1/11/2016	12/31/2016
<i>Berryville Area Development Authority</i>				3 Yr
Mackay-Smith	Wingate E.	White Post District	4/1/2015	3/31/2018
Ohrstrom, II	George	Russell District	3/15/2016	3/31/2019
Smart	Kathy	White Post District	1/23/2014	3/31/2017
<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	1/11/2016	12/31/2016
Capelli	Len	Director of Economic Development	4/14/2015	4/14/2016
Dunkle	Christy	Staff Representative - Town		
Stidham	Brandon	Staff Representative - County	5/20/2014	
Weiss	David S.	BoS - Appointed Member	1/11/2016	12/31/2016
<i>Board of Equalization</i>				
Blatz	Joseph	White Post District	1/1/2016	6/30/2016
Dame	Thomas	Millwood District	1/1/2016	6/30/2016
Hope	Lindsay	Russell District	1/1/2016	6/30/2016
McFillen	Thomas	Berryville District	1/1/2016	6/30/2016
McIntosh	Anne	White Post District	1/1/2016	6/30/2016
<i>Board of Septic & Well Appeals</i>				4 Yr

Monday, April 04, 2016

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			<i>Appt Date</i>	<i>Exp Date</i>
Blatz	Joseph	White Post District; Citizen Member	4/17/2012	2/15/2020
Caldwell	Anne	Millwood District; Planning Commission; Vice Chair - Alternate	1/8/2016	12/31/2016
Daniel	Mary L.C.	BoS - Alternate	1/11/2016	1/11/2016
McKay	Beverly B.	BoS - Vice Chair Appointed Member	1/11/2016	12/31/2016
Ohrstrom, II	George	Russell District; Planning Commission Chair	1/8/2015	12/31/2016

Board of Social Services

4 Yr

Brown	Dwight	Berryville District	4/16/2013	7/15/2017
Byrd	Barbara J.	BoS - Appointed Member	1/11/2016	12/31/2016
Ferrebee	Robert	Millwood District	4/16/2013	7/15/2016
Gray	Lynn	Berryville District	6/17/2014	7/15/2018
Pierce	Edwin Ralph	Berryville District	11/18/2014	7/15/2018

Board of Supervisors

4 Yr

Byrd	Barbara J.	Russell District	1/1/2016	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

Board of Supervisors Finance Committee

1 Yr

Byrd	Barbara J.	BoS - Alternate	1/11/2016	12/31/2016
Catlett	Terri T.	BoS - Appointed Member	1/11/2016	12/31/2016
McKay	Beverly B.	BoS - Alternate	1/11/2016	12/31/2016
Weiss	David S.	BoS - Appointed Member	1/11/2016	12/31/2016

Board of Supervisors Personnel Committee

1 Yr

Byrd	Barbara J.	BoS - Alternate	1/11/2016	12/31/2016
McKay	Beverly B.	BoS - Appointed Member	1/11/2016	12/31/2016
Weiss	David S.	BoS - Appointed Member	1/11/2016	12/31/2016

Board of Zoning Appeals

5 Yr

Borel	Alain F.	White Post District	1/23/2014	2/15/2019
Caldwell	Anne	Millwood District	2/25/2015	2/15/2020
Kackley	Charles	Russell District	2/12/2008	2/15/2018
McKelvy	Pat	Alternate At Large	2/6/2014	2/15/2019
Means	Howard	Millwood District	12/14/2009	2/15/2021
Volk	Laurie	White Post District	2/18/2014	2/15/2019

Building and Grounds

1 Yr

McKay	Beverly B.	BoS - Appointed Member	1/11/2016	12/31/2016
Weiss	David S.	BoS - Alternate	1/11/2016	12/31/2016

Monday, April 04, 2016

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			<i>Appt Date</i>	<i>Exp Date</i>
<i>Career and Technical Education Advisory Committee</i>				1 Yr
McKay	Beverly B.	BoS - Appointed Member	1/11/2016	12/31/2016
<i>Clarke County Historic Preservation Commission</i>				4 Yr
Arnett	Betsy	Berryville District	5/15/2012	5/31/2016
Caldwell	Anne	Millwood District	4/16/2014	5/31/2017
Carter	Paige	White Post District	5/15/2012	5/31/2016
Joyce	Jon	Buckmarsh District	6/16/2015	5/31/2019
Kruhm	Doug	Planning Commission Representative	2/16/2016	4/30/2017
Stieg, Jr.	Robert	Millwood District	6/17/2014	5/31/2018
Teetor	Alison	Staff Representative		
York	Robert	White Post District	6/18/2013	5/31/2017
<i>Clarke County Humane Foundation</i>				1 Yr
Byrd	Barbara J.	BoS - Liaison	1/11/2016	12/31/2016
<i>Clarke County Industrial Development Authority</i>				4 Yr
Armbrust	Wayne	White Post District; Vice Chair	8/19/2008	10/30/2015
Cochran	Mark	Buckmarsh District	9/17/2013	10/30/2017
Frederickson	Allan	White Post District; Secretary / Treasurer	9/17/2013	10/30/2017
Jones	Paul	Russell District	3/15/2016	10/30/2019
Juday	David	Russell District; Chair	10/21/2014	10/30/2018
Koontz	English	Buckmarsh District	6/16/2015	10/30/2018
Pierce	Rodney	Buckmarsh District	8/19/2008	10/30/2016
Weiss	David S.	BoS - Liaison	1/11/2016	12/31/2016
<i>Clarke County Library Advisory Council</i>				4 Yr
Al-Khalili	Adeela	Buckmarsh District	3/17/2015	4/15/2019
Curran	Christopher	Buckmarsh District	4/16/2013	4/15/2017
Daisley	Shelley	Russell District	7/17/2012	4/15/2016
Daniel	Mary L.C.	BoS - Liaison	1/11/2016	12/31/2016
Dunbar	Kevin	White Post District	4/15/2014	4/15/2018
Foster	Nancy	Russell District	4/17/2012	4/15/2016
Holscher	Dirck	Russell District	4/16/2013	4/15/2017
Kalbian	Maral	Millwood District	2/17/2015	4/15/2019
White	Kenlynne	Berryville District	7/15/2014	4/15/2017
Zinman	Maxine	Russell District	3/17/2015	4/15/2019
<i>Clarke County Litter Committee</i>				1 Yr
Byrd	Barbara J.	BoS - Liaison	1/11/2016	12/31/2016
<i>Clarke County Planning Commission</i>				4 Yr

Monday, April 04, 2016

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			<i>Appt Date</i>	<i>Exp Date</i>
Bouffault	Robina Rich	White Post / Greenway District	3/15/2016	4/30/2020
Buckley	Randy	White Post District	1/23/2014	4/30/2018
Byrd	Barbara J.	BoS - Alternate	1/11/2016	12/31/2016
Caldwell	Anne	Millwood / Chapel District; Vice Chair	4/16/2013	4/30/2017
Daniel	Mary L.C.	BoS - Appointed Member	1/11/2016	12/31/2016
Kreider	Scott	Buckmarsh / Battletown District	3/15/2016	4/30/2020
Kruhm	Doug	Buckmarsh / Battletown District	3/18/2014	4/30/2018
Lee	Francis	Berryville District	5/20/2014	4/30/2018
Malone	Gwendolyn	Berryville District	3/15/2016	4/30/2020
Nelson	Clifford	Russell / Longmarsh District	4/16/2013	4/30/2017
Ohrstrom, II	George	Russell District; Chair	3/17/2015	4/30/2019
Stidham	Brandon	Staff Representative	4/30/2012	
Turkel	Jon	Millwood / Chapel District	3/17/2015	4/30/2019

Clarke County Sanitary Authority

4 Yr

DeArment	Roderick	White Post District, Chair	6/25/2015	1/5/2017
Dunning, Jr.	A.R.	White Post District, Treasurer/Secretary	11/19/2013	1/5/2018
Legge	Michael	Staff Representative		
Mackay-Smith, Jr.	Alexander	White Post District, Vice Chair	1/15/2013	1/5/2017
McKay	Beverly B.	BoS - Liaison	1/11/2016	12/31/2016
Myer	Joseph	Town of Boyce	11/17/2015	1/5/2020
Welliver	Ralph	Berryville District	3/19/2013	6/30/2016

Conservation Easement Authority

3 Yr

Buckley	Randy	White Post District	11/19/2013	12/31/2016
Byrd	Barbara J.	BoS - Appointed Member	1/11/2016	1/11/2016
Engel	Peter	White Post District	11/17/2015	12/31/2018
Jones	Michelle	Millwood / Pine Grove District	2/18/2014	12/31/2016
Ohrstrom, II	George	Russell District; Planning Commission Representative	3/15/2016	4/30/2019
Teetor	Alison	Staff Representative		
Thomas	Walker	Buckmarsh District	11/17/2015	12/31/2018
Wallace	Laure	Millwood District	11/19/2013	12/31/2016

Constitutional Officer

Butts	Helen	Clerk of the Circuit Court	1/1/2016	12/31/2023
Keeler	Sharon	Treasurer	1/1/2016	12/31/2019
Mackall	Suzanne	Commonwealth Attorney	1/1/2016	12/31/2019
Peake	Donna	Commissioner of the Revenue	1/1/2016	12/31/2019
Roper	Anthony	Sheriff	1/1/2016	12/31/2019

County Administrator

Ash	David L.	County Administrator	3/19/1991	
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Monday, April 04, 2016

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			<i>Appt Date</i>	<i>Exp Date</i>
<i>Economic Development Advisory Committee</i>				4 Yr
Barb	Jim	Real Estate Rep, Business Owner	11/29/2013	12/31/2017
Conrad	Bryan H.	Agriculture, Fire & Rescue	12/16/2014	12/31/2018
Dunkle	Christy	Town of Berryville Representative	1/1/2016	12/31/2019
Kraybill	Christina	Berryville District, Business Owner	11/18/2014	12/31/2017
Milleson	John R.	Banking, Finance	12/16/2014	12/31/2018
Myer	Dr. Eric	Agriculture Rep, Business Owner	12/16/2014	12/31/2018
Pritchard	Elizabeth	Hospitality Industry	7/17/2012	8/31/2016
Weiss	David S.	BoS - Appointed Member	1/11/2016	12/31/2016
<i>Fire & EMS Commission</i>				
Armacost, Jr.	Van	Volunteer Association / Fire Issues / John H. Enders VFC	11/17/2015	8/31/2017
Conrad	Bryan H.	Citizen-at-large	9/1/2015	8/31/2019
Davis	Frank	Staff Representative	9/1/2014	
Hoff	Matt	Volunteer Association / EMS Issues / Boyce VFC	11/17/2015	8/31/2016
Leffel	Elizabeth	Citizen-at-large	9/1/2014	8/31/2016
Roper	Anthony	Sheriff	1/1/2016	12/31/2020
Wallace	Laure	Chair; Citizen-at-large	9/1/2014	8/31/2017
Weiss	David S.	BoS - Representative	1/11/2016	12/31/2016
<i>Handley Regional Library Board</i>				4 Yr
Myer	Tamara	Town of Boyce	8/20/2013	11/30/2017
<i>Joint Administrative Services Board</i>				Open-End
Ash	David L.	County Administrator	12/22/1993	
Bishop	Chuck	School Superintendent	7/1/2014	
Judge	Tom	Staff Representative	2/14/1994	
Keeler	Sharon	Treasurer	3/12/2005	
McKay	Beverly B.	BoS - Alternate	1/11/2016	12/31/2016
Schutte	Charles	School Board Representative	1/8/2012	
Weiss	David S.	BoS - Appointed Member	1/20/2015	12/31/2015
<i>Legislative Liaison and High Growth Coalition</i>				1 Yr
Daniel	Mary L.C.	BoS - Liaison	1/11/2016	12/31/2016
<i>Lord Fairfax Community College Board</i>				4 Yr
Daniel	William	Berryville District	7/1/2012	6/30/2016
<i>Lord Fairfax Emergency Medical Services Council</i>				3 Yr
Burns	Jason	Career Representative; Buckmarsh District	4/21/2015	6/30/2018

Monday, April 04, 2016

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			<i>Appt Date</i>	<i>Exp Date</i>
Conrad	Bryan H.	Volunteer Representative; White Post District	6/17/2014	6/30/2017
Stidham	Angela	Medical Professional; White Post District	9/17/2013	6/30/2016
<i>Northern Shenandoah Valley Regional Commission</i>				<i>1 Yr</i>
Daniel	Mary L.C.	BoS - Alternate	1/11/2016	12/31/2016
McKay	Beverly B.	BoS - Appointed Member	1/11/2016	12/31/2016
Stidham	Brandon	Citizen Representative [Planning Director]	2/19/2013	1/31/2016
<i>Northwestern Community Services Board</i>				<i>4 Yr</i>
Brown	Audrey	White Post District	11/17/2015	12/31/2017
Harris	Celie	Millwood District	11/17/2015	12/31/2018
<i>Northwestern Regional Jail Authority</i>				<i>1 Yr</i>
Ash	David L.	BoS - Appointed Member	1/11/2016	12/31/2016
Byrd	Barbara J.	BoS - Liaison - Alternate	1/11/2016	12/31/2016
Roper	Anthony	Sheriff	1/1/2016	12/31/2020
Wyatt	Jimmy	Millwood District	11/17/2015	12/31/2019
<i>Northwestern Regional Juvenile Detention Center Commission</i>				<i>1 Yr</i>
Byrd	Barbara J.	BoS - Liaison	1/11/2016	12/31/2016
Wyatt	Jimmy	Millwood District	1/15/2013	12/20/2016
<i>Old Dominion Alcohol Safety Action Policy Board & Division of Court Services</i>				<i>3 Yr</i>
Roper	Anthony	Sheriff	11/19/2013	12/31/2016
<i>Old Dominion Community Criminal Justice Board</i>				<i>3 Yr</i>
Roper	Anthony	Sheriff	11/19/2013	12/31/2016
<i>Our Health</i>				<i>3 Yr</i>
Shipe	Diane	Buckmarsh District	4/16/2013	3/15/2016
<i>Parks & Recreation Advisory Board</i>				<i>1 Yr</i>
Catlett	Terri T.	BoS - Liaison	1/11/2016	12/31/2016
Heflin	Dennis	White Post District	1/15/2013	12/31/2016
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	1/15/2013	12/31/2016
Rhodes	Emily	Buckmarsh District	11/17/2015	12/31/2019
Sheetz	Daniel A.	Berryville District	11/19/2013	12/31/2017
Smith	Tracy	Millwood District	3/15/2016	12/31/2017
Trenary	Randy	School Superintendent Designee	10/24/2013	
Wisecarver	Steve	Appointed by Town of Boyce	11/5/2013	12/31/2017

Monday, April 04, 2016

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			<i>Appt Date</i>	<i>Exp Date</i>
<i>People Inc. of Virginia</i>				3 Yr
Hillerson	Coleen	Clarke County Rep Board of Directors	6/18/2013	7/31/2016
<i>Regional Airport Authority</i>				1 Yr
Ash	David L.	BoS - Alternate	1/11/2016	12/31/2016
Crawford	John	Buckmarsh District	7/17/2012	6/30/2016
McKay	Beverly B.	BoS - Alternate	1/11/2016	12/31/2016
<i>Shenandoah Area Agency on Aging, Inc.</i>				4 Yr
Bouffault	Robina Rich	White Post District	10/21/2014	9/30/2018
<i>Shenandoah Valley Chief Local Elected Officials Consortium</i>				
Ash	David L.	BoS Designee for Chief Elected Official		
<i>Shenandoah Valley Workforce Investment Board</i>				4 Yr
James	Patricia	Buckmarsh District	9/17/2013	6/30/2017
<i>Towns and Villages: Berryville</i>				1 Yr
Byrd	Barbara J.	BoS - Liaison	1/11/2016	12/31/2016
Daniel	Mary L.C.	BoS - Liaison - Alternate	1/11/2016	12/31/2016
<i>Towns and Villages: Boyce</i>				1 Yr
Catlett	Terri T.	BoS - Liaison	1/11/2016	12/31/2016
McKay	Beverly B.	BoS - Liaison	1/11/2016	12/31/2016
<i>Towns and Villages: Millwood</i>				1 Yr
Catlett	Terri T.	BoS - Liaison	1/11/2016	12/31/2016
<i>Towns and Villages: Pine Grove</i>				1 Yr
Catlett	Terri T.	Bos - Liaison	1/11/2016	12/31/2016
Weiss	David S.	BoS - Liaison	1/11/2016	12/31/2016
<i>Towns and Villages: White Post</i>				1 Yr
McKay	Beverly B.	Bos - Liaison	1/11/2016	12/31/2016
<i>Warren-Clarke County Microenterprise Assistance Program Management Team</i>				2 Yr
Blakeslee	Steve	County Representative	9/18/2012	
Dunkle	Christy	Town of Berryville Representative	9/18/2012	
Greene	Laurel	Town of Boyce Representative	9/18/2012	
Koontz	English	County Representative	2/17/2015	12/30/2016
McIntosh	Charles	County Representative	9/18/2012	
Myer	Dr. Eric	Designated Alternate	9/18/2012	
Stidham	Brandon	County Representative	9/18/2012	

Monday, April 04, 2016

Page 7 of 7



Board of Supervisors Work Session Agenda

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

April 11, 2016 10:00 AM

Item No. Description

A. Northwestern Regional Jail Authority Presentation

04-11-2016 Summary: Captain Allen Barr appeared in support of the Northwestern Regional Adult Detention Center request of the Board of Supervisors of Clarke County, Virginia, Consenting To The Issuance Of Revenue Obligations By The Northwestern Regional Jail Authority Pursuant To The Second Amended And Restated Regional Jail Agreement And Other Matters In Connection Therewith. Captain Barr provided the Board with information regarding the cost and the need to replace, update and supplement security components at the facility.

Supervisor Byrd moved to adopt 2016-04R Resolution Of The Board Of Supervisors Of Clarke County, Virginia, Consenting To The Issuance Of Revenue Obligations By The Northwestern Regional Jail Authority Pursuant To The Second Amended And Restated Regional Jail Agreement And Other Matters In Connection Therewith

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

**Resolution Of The Board Of Supervisors Of Clarke County, Virginia, Consenting To The Issuance Of Revenue Obligations By The Northwestern Regional Jail Authority Pursuant To The Second Amended And Restated Regional Jail Agreement And Other Matters In Connection Therewith
2016-04R**

WHEREAS, the Counties of Clarke, Fauquier and Frederick, Virginia, and the City of Winchester, Virginia (collectively, the "Participating Jurisdictions"), have created the Northwestern Regional Jail Authority (the "Authority") pursuant to Chapter 3, Article 3.1 of Title 53.1 (the "Act") of the Code of Virginia, 1950, as amended (the "Code"), for purposes of owning and operating the Northwestern Regional Adult Detention Center (the "Regional Jail");

WHEREAS, the Participating Jurisdictions and the Authority have entered into a Second Amended and Restated Regional Jail Agreement dated as of June 1, 2005 (the "Jail Agreement"), providing for the ownership, operation and financing of the Regional Jail;

WHEREAS, the Authority proposes to undertake certain capital improvements to the security system at the Regional Jail (the "Project");

WHEREAS, to finance the Project, the Authority proposes to issue an additional series of Obligations (as defined in the Jail Agreement) (the "2016 Obligations") payable from and secured by amounts derived from

the below-described Participating Jurisdiction Obligations in accordance with the terms of the Act and the Jail Agreement;

WHEREAS, pursuant to Sections 4 and 6.F. of the Jail Agreement, the Participating Jurisdictions have each agreed to pay to the Authority amounts sufficient to pay when due its respective share of the principal of and interest on the Obligations, including the 2016 Obligations, based upon the "Allocation Formula" set forth in Section 4.A. of the Jail Agreement as such Allocation Formula may be adjusted pursuant to Section 6.F. in the event the Authority lacks sufficient funds to pay scheduled debt service on the Obligations or certain other costs (the "Participating Jurisdiction Obligations");

WHEREAS, the Authority has determined it is in the best interest of the Authority to sell the 2016 Obligations to the Virginia Resources Authority ("VRA"); and

WHEREAS, the Authority has requested the consent of the Participating Jurisdictions to the issuance of the 2016 Obligations as provided in Section 3 of the Jail Agreement and VRA has required the Participating Jurisdictions to enter into certain agreements and to acknowledge certain matters as conditions to VRA's purchase of the 2016 Obligations;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS (THE "BOARD") OF CLARKE COUNTY, VIRGINIA (THE "COUNTY"):

1. The Board approves and consents to the undertaking of the Project, the issuance of the 2016 Obligations by the Authority in a principal amount not to exceed \$2,795,000 in accordance with Section 3 of the Jail Agreement, the use of the proceeds of the 2016 Obligations to finance the Project and the costs of issuance related to the 2016 Obligations and the sale of the 2016 Obligations to VRA.
2. The Board (i) acknowledges that the 2016 Obligations will be payable from and secured by amounts derived pursuant to the Participating Jurisdiction Obligations, (ii) acknowledges that VRA would not purchase the 2016 Obligations without the security and credit enhancement provided by the Participating Jurisdiction Obligations, (iii) acknowledges that both the 2016 Obligations and the Participating Jurisdiction Obligations are "local obligations" within the meaning of Section 62.1-199 of the Code, (iv) agrees that VRA is a third party beneficiary of the Jail Agreement, and (v) agrees that the Jail Agreement may not be modified or amended without VRA's prior written consent.
3. For purposes of Section 265(b)(3)(C)(iii) of the Internal Revenue Code of 1986, as amended, the County irrevocably agrees that the amount of the 2016 Obligations shall be allocated to each Participating Jurisdiction in the same proportion that each Participating Jurisdiction has been allocated payment responsibilities under the "Allocation Formula," determined for Fiscal year ending June 30, 2016, under the Jail Agreement with respect to the 2016 Obligations.
4. The County Administrator is hereby authorized and directed to execute and deliver such other documents as are necessary to enable the Authority to finance the costs of the Project, including, but not limited to, any agreements or certificates requested by VRA. Any other County official so designated by the County Administrator is hereby similarly authorized and directed to execute and deliver such other documents.
5. All other acts of the officers of the County, heretofore or hereafter taken, that are in conformity with the purposes and intent of this Resolution and in furtherance of the issuance and sale of the 2016 Obligations by the Authority and the undertaking of the Project, are hereby approved, ratified and confirmed.
6. Nothing in this Resolution or in the Jail Agreement is or shall be deemed to be a lending of the credit of

the County or other Participating Jurisdictions to the Authority or to any holder of any of the 2016 Obligations or to any other person, and nothing herein contained is or shall be deemed to be a pledge of the faith and credit or the taxing power of the County or the other Participating Jurisdictions within the meaning of the Constitution of Virginia.

7. This Resolution shall take effect immediately.

Adopted: April 11, 2016

CERTIFICATE

The undersigned Clerk or Deputy Clerk to the Board of Supervisors of Clarke County, Virginia hereby certifies that the foregoing is a true, correct and complete copy of a Resolution adopted by a majority of the Board members present and voting at a meeting duly called and held on April 11, 2016, in accordance with law, at which meeting a quorum was present and acting throughout, and such Resolution has not been repealed, revoked, rescinded or amended, but is in full force and effect on the date hereof.

WITNESS my hand this 11th day of April, 2016.

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

B. Potential Issue with "Waterworks" Regulations in Zoning Ordinance

04-11-2016 Summary: Brandon Stidham brought to the Board's attention a potential problem with the Zoning Ordinance with the installation of waterworks in the AOC/FOC Districts by users of permitted activities. Mr. Stidham recommended the Board forward this issue to the Planning Commission for consideration of a text amendment. The Board concurred.

C. Initial Review - Code of Clarke County, Virginia Proposed Amendment CC-2016-02 Chapter 24 Officers and Employees Article IV Employment, licensing and volunteer service; background check.

04-11-2016 Summary: The County Administrator reviewed a proposed ordinance providing for background checks and fingerprinting and recommended that the matter be placed on the April 19 agenda to set public hearing. Chief Deputy Travis Sumption provided changes to 24-6 C and D.

D. Closed Session Pursuant to §2.2-3711-A7 Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body; and consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel.

Supervisor Daniel moved to convene into Closed Session pursuant to §2.2-3711-A7. 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

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

CERTIFICATION OF CLOSED SESSION

WHEREAS, the Board of Supervisors of the County of Clarke, Virginia, 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

Northwestern Regional Adult Detention Center

James F. Whitley - Superintendent



141 Fort Collier Road, Winchester, VA 22603
(540) 665-6374 (540) 665-1615 FAX

April 7, 2016

To the Clarke County Board of Supervisors,

Included with this letter is a resolution I need to have adopted to finance our security system upgrade. As many of you know, our old system is an analog system that has been in place since 2001. Replacement parts for the system are not even produced anymore and they are getting hard to find. A new digital system will be able to enhance our security and safety needs for the inmates, staff and visitors for many years to come. Our bond counsel, Hunton and Williams, has advised us that a new bond for this system is the best course of action for procuring the funds.

We received a \$77,000 rebate last year as the 2005 bond for our community corrections building has matured. By putting that toward the initial interest payments, no locality shares will be needed until we get into the FY18 budget year. While we are close to selecting a vendor for the project we believe the total bid with contingencies built in to be no more than 2.5 million dollars. Once the project is complete, we will file a Community Impact report to the State Board of Corrections. Once approved, we will receive a 25% reimbursement for the entire project.

Please contact me if you require more information.

Sincerely;

James F. Whitley
Superintendent

Clarke County Board of Supervisors



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

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

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

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

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

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

Resolution Of The Board Of Supervisors Of Clarke County, Virginia, Consenting To The Issuance Of Revenue Obligations By The Northwestern Regional Jail Authority Pursuant To The Second Amended And Restated Regional Jail Agreement And Other Matters In Connection Therewith 2016-04R

WHEREAS, the Counties of Clarke, Fauquier and Frederick, Virginia, and the City of Winchester, Virginia (collectively, the “Participating Jurisdictions”), have created the Northwestern Regional Jail Authority (the “Authority”) pursuant to Chapter 3, Article 3.1 of Title 53.1 (the “Act”) of the Code of Virginia, 1950, as amended (the “Code”), for purposes of owning and operating the Northwestern Regional Adult Detention Center (the “Regional Jail”);

WHEREAS, the Participating Jurisdictions and the Authority have entered into a Second Amended and Restated Regional Jail Agreement dated as of June 1, 2005 (the “Jail Agreement”), providing for the ownership, operation and financing of the Regional Jail;

WHEREAS, the Authority proposes to undertake certain capital improvements to the security system at the Regional Jail (the “Project”);

WHEREAS, to finance the Project, the Authority proposes to issue an additional series of Obligations (as defined in the Jail Agreement) (the “2016 Obligations”) payable from and secured by amounts derived from the below-described Participating Jurisdiction Obligations in accordance with the terms of the Act and the Jail Agreement;

WHEREAS, pursuant to Sections 4 and 6.F. of the Jail Agreement, the Participating Jurisdictions have each agreed to pay to the Authority amounts sufficient to pay when due its respective share of the principal of and interest on the Obligations, including the 2016 Obligations, based upon the “Allocation Formula” set forth in Section 4.A. of the Jail Agreement as such Allocation Formula may be adjusted pursuant to Section 6.F. in the event the Authority lacks sufficient funds to pay scheduled debt service on the Obligations or certain other costs (the “Participating Jurisdiction Obligations”);

WHEREAS, the Authority has determined it is in the best interest of the Authority to sell the 2016 Obligations to the Virginia Resources Authority (“VRA”); and

WHEREAS, the Authority has requested the consent of the Participating Jurisdictions to the issuance of the 2016 Obligations as provided in Section 3 of the Jail Agreement and VRA has required the Participating Jurisdictions to enter into certain agreements and to acknowledge certain matters as conditions to VRA’s purchase of the 2016 Obligations;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS (THE “BOARD”) OF CLARKE COUNTY, VIRGINIA (THE “COUNTY”):

1. The Board approves and consents to the undertaking of the Project, the issuance of the 2016 Obligations by the Authority in a principal amount not to exceed \$2,795,000 in accordance with Section 3 of the Jail Agreement, the use of the proceeds of the 2016 Obligations to finance the Project and the costs of issuance related to the 2016 Obligations and the sale of the 2016 Obligations to VRA.
2. The Board (i) acknowledges that the 2016 Obligations will be payable from and secured by amounts derived pursuant to the Participating Jurisdiction Obligations, (ii) acknowledges that VRA would not purchase the 2016 Obligations without the security and credit enhancement provided by the Participating Jurisdiction Obligations, (iii) acknowledges that both the 2016 Obligations and the Participating Jurisdiction Obligations are “local obligations” within the meaning of Section 62.1-199 of the Code, (iv) agrees that VRA is a third party beneficiary of the Jail Agreement, and (v) agrees that the Jail Agreement may not be modified or amended without VRA’s prior written consent.
3. For purposes of Section 265(b)(3)(C)(iii) of the Internal Revenue Code of 1986, as amended, the County irrevocably agrees that the amount of the 2016 Obligations shall be allocated to each Participating Jurisdiction in the same proportion that each Participating Jurisdiction has been allocated payment responsibilities under the “Allocation Formula,” determined for Fiscal year ending June 30, 2016, under the Jail Agreement with respect to the 2016 Obligations.
4. The County Administrator is hereby authorized and directed to execute and deliver such other documents as are necessary to enable the Authority to finance the costs of the Project, including, but not limited to, any agreements or certificates requested by VRA. Any other County official so designated by the County Administrator is hereby similarly authorized and directed to execute and deliver such other documents.
5. All other acts of the officers of the County, heretofore or hereafter taken, that are in conformity with the purposes and intent of this Resolution and in furtherance of the issuance and sale of the 2016 Obligations by the Authority and the undertaking of the Project, are hereby approved, ratified and confirmed.

6. Nothing in this Resolution or in the Jail Agreement is or shall be deemed to be a lending of the credit of the County or other Participating Jurisdictions to the Authority or to any holder of any of the 2016 Obligations or to any other person, and nothing herein contained is or shall be deemed to be a pledge of the faith and credit or the taxing power of the County or the other Participating Jurisdictions within the meaning of the Constitution of Virginia.
7. This Resolution shall take effect immediately.

Adopted: April 19, 2016

CERTIFICATE

The undersigned Clerk or Deputy Clerk to the Board of Supervisors of Clarke County, Virginia hereby certifies that the foregoing is a true, correct and complete copy of a Resolution adopted by a majority of the Board members present and voting at a meeting duly called and held on April 19, 2016, in accordance with law, at which meeting a quorum was present and acting throughout, and such Resolution has not been repealed, revoked, rescinded or amended, but is in full force and effect on the date hereof.

WITNESS my hand this 19th day of April, 2016.

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

Northwestern Regional Jail Authority

March 31, 2016



*Northwestern Regional
Jail Authority*

Agenda

1. **Call to Order**
2. **Approval of Agenda**
3. **Approval of the Minutes**
4. **Employee of the Quarter**
5. **Security System update**
6. **Financial Update – Security System**
7. **Property Easement/Washington Gas**
8. **Overtime request**
9. **Adjourn**

*Northwestern Regional
Jail Authority*

***January 21, 2016
Minutes Approval***

***Northwestern Regional
Jail Authority***

Employee of the Quarter Recognition

COII Thomas Largent – Fall 2015

*Northwestern Regional
Jail Authority*

Security System Update

Received (4) qualified bids for the Security System Upgrade:

- 1) Black Creek Integrated Systems Corporation
 - \$3,123,255.00
- 2) Argyle Security
 - \$3,099,100.00
- 3) Southern Folger Security Electronics Division
 - \$2,310,325.00
- 4) Esitech
 - \$2,165,325.00

Evaluation of Bids:

The bids have been shortlisted with Southern Folger Security Electronics Division and Esitech remaining. Interviews with these two bidders are scheduled for April 04, 2016.

FINANCIAL UPDATE - SECURITY SYSTEM

- The Authority's financial advisor decided that a bond would be most beneficial for the Authority for the Security System Upgrade project instead of a bank loan.
- An application was sent in February to VRA to be considered for the Spring 2016 issuance.
- The Authority was approved, contingent upon each locality adopting a resolution agreeing to the issuance of the bond, and debt to be paid.
 - Jail Authority Resolution – to be adopted today; due to VRA April 1
 - Locality resolutions – to be adopted and sent to VRA by April 22
- Option to pay “interest only” for FY17; first payment will be due November 1. NRADC will use rebate received (\$77k) in Feb 2016 from 2005 series bond (had a negative rebate liability) for the first payment due. No locality money will be required for the first payment. Localities will be able to budget the second payment in their FY18 budgets.

Slide 6

AB1

Need to add: description of VRA, final agreement, cost analysis per jurisdiction, loan amortization schedule w/ explanation of that we will pay interest payment in November and they will have until next budget cycle to incorporate in their specific budget. Finally, I would add jurisdictional resolution in here and open this up for discussion and determine if in fact we need to attend their meetings (when for certain is their meetings, etc).

Allen Barr, 3/28/2016

PROPERTY EASEMENT/WASHINGTON GAS

- Washington Gas has requested an easement across the facilities property in regards to upgrades that they will performing to their gas lines.
- Proposed easement would run along berm between southeastern portion property and housing subdivision adjacent to this berm.
- We have no objection with this easement as long as location remains as identified.

OVERTIME REQUEST

- Request to transfer \$45k from Retirement/VRS line item to Overtime
 - ▣ Have utilized vacancy savings to counter balance Overtime expenses to date (\$360k)
 - ▣ Current expenses consist of:
 - \$508k OT pay
 - \$125k Holiday pay
 - \$11k Shift differential pay

Adjourn

***Northwestern Regional
Jail Authority***



Clarke County Planning Department
101 Chalmers Court, Suite B
Berryville, Virginia 22611
(540) 955-5132

TO: Board of Supervisors

FROM: Brandon Stidham, Planning Director

SUBJECT: Potential Issue with “Waterworks” Regulations in Zoning Ordinance

DATE: April 4, 2016

Recently an issue was brought to the attention of Planning Staff regarding the Zoning Ordinance’s prohibition on the installation of a waterworks for uses in the Agricultural-Open Space-Conservation (AOC) District. The ordinance provision reads as follows:

*§3-A-1-3, Installation of Waterworks or Sewerage System & Treatment Works
No use in this District commencing operation after 1 July 1997 shall result in the installation of Waterworks or Sewerage System & Treatment Works.*

An identical provision is included in the Forestal-Open Space-Conservation (FOC) District regulations at §3-A-2-e. The term, “waterworks,” is defined in the Zoning Ordinance and mirrors the Health Department’s regulations for “waterworks.” It reads as follows:

- A system that serves piped water for drinking or domestic use*
- a. the public;*
 - b. at least 15 connections; or*
 - c. an average of 25 individuals for at least 60 days out of the year, and shall include all structures, equipment, and appurtenances used in the storage, collection, purification, treatment, and distribution of pure water (except the piping and fixtures inside the building where such water is delivered).*

The specific issue raised involves the Health Department’s regulation of farm breweries and potentially farm wineries – by-right uses in the AOC and FOC Districts. These uses are now being required by the Health Department to utilize a well system that meets the definition of “waterworks” for drinking and domestic water uses. Since the nature of farm breweries and farm wineries is to be open to the public for tastings throughout the year, there is concern that the prohibition on the use of “waterworks” in the AOC and FOC Districts is in conflict with the Zoning Ordinance and would prevent these uses from operating as intended. It should be noted that the Code of Virginia provisions that require these uses to be allowed by-right in agricultural zoning districts also allow them to be open to the public and to offer tastings as part of their usual and customary activities.

Staff recommends that the Board forward this issue to the Planning Commission and direct Staff to develop a text amendment that addresses this potential conflict. If you have any questions or concerns in advance of the meeting, please do not hesitate to contact me.

Chapter 24 Officers and Employees Article IV Employment, licensing and volunteer service; background check

The Clarke County Board of Supervisors shall consider amending the Clarke County Code amending Chapter 24 Officers and Employees to add Article IV Employment, licensing and volunteer service; background check as follows:

Article IV Employment, licensing and volunteer service; background check

§ 24-6. Employment, licensing and volunteer service background check.

A. This section is enacted to comply with the provisions of Code Virginia §§ 15.2-1503.1, 15.2-1505.1 and 19.2-389(A)(7), as amended, to be able to access criminal history record information regarding those persons conditionally offered employment in sensitive positions in the County service in order to determine whether the past criminal conduct of such persons would be compatible with the nature of such employment.

Further, the provisions of this section are intended to be in addition to, and not in derogation of all other federal and state statutes and County ordinances providing for access to criminal history record information concerning applicants for, and persons offered, positions in the County service.

B. An applicant, licensee or volunteer seeking to engage in employment or volunteer service shall submit fingerprints taken by the county sheriff's office to the Central Criminal Records Exchange in Richmond, Virginia, along with the appropriate fees.

C. The Central Criminal Records Exchange will compare the subject's fingerprints against its criminal file and, if no disqualifying conduct is found therein, submit the fingerprints to the Federal Bureau of Investigation for a comparison with nationwide records.

The results of the Federal Bureau of Investigation will be returned to the Central Criminal Records Exchange, which will disseminate the state and national results to the Office of the County Administrator.

D. The Office of the County Administrator shall disseminate the results of the criminal background check to the county for fitness determination.

E. In rendering a fitness determination, the county will decide whether the record subject has been convicted of or is under pending indictment for:

1. A crime which bears upon his ability of fitness to serve in that capacity;
or

2. Any felony or a misdemeanor which involved force or threat of force, controlled substances, was a sex-related offense, or a crime involving moral turpitude; or
 3. Has been the subject of a founded child abuse or neglect complaint.
- F. Any such person will be presumptively disqualified and any such person who is presumptively disqualified will only be permitted to engage in employment or volunteer service if authorized by the county administrator and county attorney.
- G. A record subject denied employment, licensure or service as a volunteer shall be notified that information from the Central Criminal Records Exchange contributed to such denial.

Should the record subject seek to amend or correct the record, the subject must contact the Central Criminal Records Exchange for a Virginia record or the Federal Bureau of Investigation for records from other jurisdictions maintained in its file.

Initial Review: April 11, 2016

Set Public Hearing: _____

Publication Dates: _____ Media: _____

Public Hearing: _____ Code Update: _____

Approved/Denied on a motion by: _____

MEMORANDUM

TO: Board of Supervisors

FR: Thomas Judge, Director of Joint Administrative Services

DT: 4/19/2016

RE: *April Finance Report*

1. **FY 16 Supplemental Appropriations. The Finance Committee recommends approval of the following:**
 - a. **Salary Increase Adjustments.** *The Finance Committee recommends the following: "Be it resolved that the attached adjustments totaling \$49,696 be transferred from the personnel contingency to respective departments to cover the salary increase granted earlier this fiscal year".*
 - b. **Greenway Court.** On May 15, 2015, the Board appropriated \$70,000 for Greenway Court, with an equal amount of revenue coming from a Hurricane Sandy Grant. The recent grant award is \$93,900 and the total budget is expected to be \$103,900 with the remaining funds coming from the Greenway Court Foundation for administrative expenses. The following action is therefore proposed: *"Be it resolved that the FY 16 General Government Capital Projects fund budget be increased \$33,900, and the same appropriated, and that revenue from the Commonwealth be recognized in the amount of \$23,900, and revenue from the Greenway Court Foundation recognized in the amount of \$10,000, all for the purpose of restoring the Greenway Court historic structures."*
2. **Modification to Planning Fees and Request for Waiver.** The Finance Committee heard a citizen request for refund of a portion of planning fees arising from a situation where a boundary line adjustment results in the need for a rezoning. This situation results in a fee that is disproportionate to the review time required by County staff. The Planning Director proposed bringing forward a recommendation for a new fee to cover such situations at the May Finance Committee. Since the Committee meeting it has become clear that the full fee has already been paid, though the check has not been cashed. The Board should consider two options:
 - a. Grant a waiver now that would refund a portion of the fee, and consider the policy next month.
 - b. Consider the policy next month, and adopt it with a retroactive clause that would ensure that this particular case was treated under the new policy, including a refund if applicable.
3. **Bills and Claims.** Acceptance of this report is recommended.
4. **Monthly Reports.** Reconciliation of Appropriations. General Fund Balance. Expenditure Summary.

Clarke County
Transfer of Pay Adjustments from Contingency
4/5/2016

Account	Description	2016 Original Budget	2016 Revised Budget	2016 Actual to date	2016 Estimated Remaining Cost	2016 Available	Recommended Adjustment
100-000-000-000-1-11-110-11010-1300 -	11010 BoS Part Time Salaries	13,800.00	13,800.00	10,350.00	3,450.00	0.00	
100-000-000-000-1-11-110-11010-2100 -	11010 BoS FICA	1,056.00	1,056.00	718.23	218.01	119.76	(120.00)
100-000-000-000-1-11-110-11010-2300 -	11010 BoS Health Ins	12,808.00	12,808.00	9,456.02	3,523.59	(171.61)	172.00
Board of Supervisors	11010 Total	27,664.00	27,664.00	20,524.25	7,191.60	(51.85)	52.00
100-000-000-000-1-12-121-12110-1100 -	12110 County Adm Salaries	223,591.00	223,591.00	169,892.28	56,630.76	(2,932.04)	2,933.00
100-000-000-000-1-12-121-12110-2100 -	12110 County Adm FICA	17,105.00	16,253.00	11,577.32	3,856.54	819.14	(820.00)
100-000-000-000-1-12-121-12110-2210 -	12110 County Adm VRS 1&2	24,282.00	24,628.00	18,450.27	6,192.17	(14.44)	15.00
100-000-000-000-1-12-121-12110-2300 -	12110 County Adm Health Ins	23,010.00	23,470.00	17,585.55	6,053.73	(169.28)	170.00
100-000-000-000-1-12-121-12110-2400 -	12110 County Adm Life Ins	2,661.00	2,699.00	2,044.95	674.09	(20.04)	21.00
100-000-000-000-1-12-121-12110-2700 -	12110 County Adm WC	216.00	224.00	227.21	0.00	(3.21)	4.00
County Administrator	12110 Total	290,865.00	290,865.00	219,777.58	73,407.29	(2,319.87)	2,323.00
100-000-000-000-1-12-123-12310-1100 -	12310 Com of Rev Salaries	143,230.00	143,230.00	109,060.00	36,427.50	(2,257.50)	2,258.00
100-000-000-000-1-12-123-12310-1300 -	12310 Com of Rev PT Sal	0.00	0.00	1,588.50	0.00	(1,588.50)	
100-000-000-000-1-12-123-12310-2100 -	12310 Com of Rev FICA	10,958.00	10,395.00	7,780.92	2,545.12	68.96	(191.00)
100-000-000-000-1-12-123-12310-2210 -	12310 Com of Rev VRS 1&2	15,555.00	15,697.00	12,288.17	3,963.53	(554.70)	555.00
100-000-000-000-1-12-123-12310-2300 -	12310 Com of Rev Health Ins	20,382.00	20,787.00	15,628.89	5,341.07	(182.96)	183.00
100-000-000-000-1-12-123-12310-2400 -	12310 Com of Rev Life Ins	1,704.00	1,720.00	1,302.45	433.48	(15.93)	16.00
100-000-000-000-1-12-123-12310-2700 -	12310 Com of Rev WC	138.00	138.00	139.81	0.00	(1.81)	2.00
100-000-000-000-1-12-123-12310-2800 -	12310 Com of Rev Leave Pay	0.00	0.00	0.00	0.00	0.00	0.00
Commissioner of Revenue	12310 Total	191,967.00	191,967.00	147,788.74	48,710.70	(4,532.44)	2,823.00
100-000-000-000-1-12-124-12410-1100 -	12410 Treasurer Salaries	173,318.00	173,318.00	125,839.62	44,110.26	3,368.12	(812.00)
100-000-000-000-1-12-124-12410-2100 -	12410 Treasurer FICA	13,260.00	12,767.00	9,466.22	3,350.23	(49.45)	50.00
100-000-000-000-1-12-124-12410-2210 -	12410 Treasurer VRS 1&2	18,822.00	18,913.00	14,739.41	4,793.39	(619.80)	620.00
100-000-000-000-1-12-124-12410-2300 -	12410 Treasurer Health Ins	19,212.00	19,593.00	14,686.11	5,030.06	(123.17)	124.00
100-000-000-000-1-12-124-12410-2400 -	12410 Treasurer Life Ins	2,062.00	2,084.00	1,573.72	524.91	(14.63)	15.00
100-000-000-000-1-12-124-12410-2700 -	12410 Treasurer WC	167.00	166.00	168.71	0.00	(2.71)	3.00
Treasurer	12410 Total	226,841.00	226,841.00	166,473.79	57,808.85	2,558.36	0.00
100-000-000-000-1-12-125-12510-1100 -	12510 IT Salaries	127,495.00	127,495.00	97,208.28	32,402.76	(2,116.04)	2,117.00
100-000-000-000-1-12-125-12510-1300 -	12510 IT PT Sal	0.00	0.00	1,104.68	0.00	(1,104.68)	
100-000-000-000-1-12-125-12510-2100 -	12510 IT FICA	9,754.00	9,754.00	7,410.76	2,449.32	(106.08)	22.00
100-000-000-000-1-12-125-12510-2210 -	12510 IT VRS 1&2	13,846.00	13,846.00	10,556.82	3,524.51	(235.33)	236.00
100-000-000-000-1-12-125-12510-2220 -	12510 IT VRS Hybrid	0.00	0.00	0.00	0.00	0.00	0.00
100-000-000-000-1-12-125-12510-2300 -	12510 IT Health Ins	12,808.00	12,808.00	9,790.74	3,356.32	(339.06)	340.00
100-000-000-000-1-12-125-12510-2400 -	12510 IT Life Ins	1,517.00	1,517.00	1,160.49	385.59	(29.08)	30.00
100-000-000-000-1-12-125-12510-2700 -	12510 IT WC	124.00	124.00	127.06	0.00	(3.06)	4.00
Data Processing/IT	12510 Total	165,544.00	165,544.00	127,358.83	42,118.50	(3,933.33)	2,749.00
100-000-000-000-1-13-131-13100-1300 -	13100 Electoral PT Sal	6,194.00	6,194.00	4,191.34	4,212.00	(2,209.34)	
100-000-000-000-1-13-131-13100-2100 -	13100 Electoral FICA	474.00	474.00	320.62	322.23	(168.85)	

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Account	Description	2016 Original Budget	2016 Revised Budget	2016 Actual to date	2016 Estimated Remaining Cost	2016 Available	Recommended Adjustment
100-000-000-000-1-13-131-13100-2700 -	13100 Electoral WC	0.00	0.00	5.93	0.00	(5.93)	6.00
Electoral Board and Officials		13100 Total	6,668.00	4,517.89	4,534.23	(2,384.12)	6.00
100-000-000-000-1-13-132-13200-1100 -	13200 Registrar Salaries	48,705.00	48,705.00	37,227.78	12,409.26	(932.04)	933.00
100-000-000-000-1-13-132-13200-2100 -	13200 Registrar FICA adjusted for P/T	4,403.00	4,403.00	3,326.44	1,169.73	(93.17)	94.00
100-000-000-000-1-13-132-13200-2210 -	13200 Registrar VRS 1&2	5,289.00	5,289.00	4,042.98	1,351.20	(105.18)	106.00
100-000-000-000-1-13-132-13200-2300 -	13200 Registrar Health Ins	0.00	0.00	0.00	0.00	0.00	0.00
100-000-000-000-1-13-132-13200-2400 -	13200 Registrar Life Ins	580.00	588.00	445.38	147.66	(5.04)	6.00
100-000-000-000-1-13-132-13200-2700 -	13200 Registrar WC	55.00	47.00	47.12	0.00	(0.12)	1.00
Registrar		13200 Total	59,032.00	45,089.70	15,077.85	(1,135.55)	1,140.00
100-000-000-000-2-21-217-21700-1100 -	21700 Clk of CC Salaries	168,497.00	168,497.00	128,278.12	42,862.77	(2,643.89)	2,644.00
100-000-000-000-2-21-217-21700-2100 -	21700 Clk of CC FICA	12,890.00	12,890.00	9,927.95	3,244.61	(282.56)	283.00
100-000-000-000-2-21-217-21700-2210 -	21700 Clk of CC VRS 1&2	18,299.00	18,299.00	14,370.47	4,688.03	(759.50)	760.00
100-000-000-000-2-21-217-21700-2300 -	21700 Clk of CC Health Ins	12,808.00	12,808.00	9,790.74	3,372.77	(355.51)	356.00
100-000-000-000-2-21-217-21700-2400 -	21700 Clk of CC Life Ins	2,005.00	2,007.00	1,548.98	510.08	(52.06)	53.00
100-000-000-000-2-21-217-21700-2700 -	21700 Clk of CC WC	164.00	162.00	162.98	0.00	(0.98)	1.00
Clerk of the Circuit Court		21700 Total	214,663.00	164,079.24	54,678.26	(4,094.50)	4,097.00
100-127-000-000-2-21-219-21910-1300 -12715	21910 VictimWit PT Sal	30,112.00	0.00	0.00	0.00	0.00	
100-127-000-000-2-21-219-21910-1300 -12716	21910 VictimWit PT Sal	0.00	34,914.00	24,085.93	12,547.03	(1,718.96)	
100-127-000-000-2-21-219-21910-2100 -12715	21910 VictimWit FICA	2,305.00	0.00	0.00	0.00	0.00	
100-127-000-000-2-21-219-21910-2100 -12716	21910 VictimWit FICA	0.00	2,305.00	2,183.62	959.75	(838.37)	
100-127-000-000-2-21-219-21910-2210 -12715	21910 VictimWit VRS 1&2	3,270.00	0.00	0.00	0.00	0.00	
100-127-000-000-2-21-219-21910-2210 -12716	21910 VictimWit VRS 1&2	0.00	3,270.00	2,388.05	878.43	3.52	
100-127-000-000-2-21-219-21910-2300 -12715	21910 VictimWit Health Ins	4,969.00	0.00	0.00	0.00	0.00	
100-127-000-000-2-21-219-21910-2300 -12716	21910 VictimWit Health Ins	0.00	4,969.00	0.00	0.00	4,969.00	
100-127-000-000-2-21-219-21910-2400 -12715	21910 VictimWit Life Ins	358.00	0.00	0.00	0.00	0.00	
100-127-000-000-2-21-219-21910-2400 -12716	21910 VictimWit Life Ins	0.00	358.00	331.77	96.20	(69.97)	
100-127-000-000-2-21-219-21910-2700 -12715	21910 VictimWit WC	37.00	0.00	0.00	0.00	0.00	
100-127-000-000-2-21-219-21910-2700 -12716	21910 VictimWit WC	0.00	37.00	38.31	0.00	(1.31)	
Victim and Witness Assistance		21910 Total	41,051.00	29,027.68	14,481.41	2,343.91	0.00
100-000-000-000-2-22-221-22100-1100 -	22100 Comm Atty Salaries	192,505.00	185,077.00	140,306.04	45,286.78	(515.82)	516.00
100-000-000-000-2-22-221-22100-1300 -	22100 Comm Atty PT Sal	12,300.00	19,728.00	19,907.02	5,360.05	(5,539.07)	10,552.00
100-000-000-000-2-22-221-22100-2100 -	22100 Comm Atty FICA	15,667.00	15,667.00	12,575.80	3,725.88	(634.68)	1,019.00
100-000-000-000-2-22-221-22100-2210 -	22100 Comm Atty VRS 1&2	19,346.00	19,346.00	15,199.43	4,931.42	(784.85)	785.00
100-000-000-000-2-22-221-22100-2300 -	22100 Comm Atty Health Ins	12,694.00	12,694.00	9,772.34	3,334.86	(413.20)	414.00
100-000-000-000-2-22-221-22100-2400 -	22100 Comm Atty Life Ins	2,120.00	2,123.00	1,626.82	538.90	(42.72)	43.00
100-000-000-000-2-22-221-22100-2700 -	22100 Comm Atty WC	204.00	201.00	204.12	0.00	(3.12)	4.00
Commonwealth's Attorney			254,836.00	199,591.57	63,177.89	(7,933.46)	13,333.00
100-126-000-000-2-22-221-22100-1100 -12615	22100 Comm Atty Salaries	26,641.00	26,641.00	3,551.89	0.00	23,089.11	
100-126-000-000-2-22-221-22100-1100 -12616	22100 Salaries - Regular	0.00	0.00	160.48	240.71	(401.19)	

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100-126-000-000-2-22-221-22100-1300 -12615	22100 Comm Atty PT Sal	8,693.00	8,693.00	8,410.13	0.00	282.87	
100-126-000-000-2-22-221-22100-1300 -12616	22100 Part Time Salaries - Regular	0.00	0.00	6,439.74	6,439.74	(12,879.48)	
100-126-000-000-2-22-221-22100-2100 -12615	22100 Comm Atty FICA	2,704.00	2,704.00	246.38	0.00	2,457.62	
100-126-000-000-2-22-221-22100-2100 -12616	22100 FICA Benefits	0.00	0.00	511.44	510.97	(1,022.41)	
100-126-000-000-2-22-221-22100-2210 -12615	22100 Comm Atty VRS 1&2	1,053.00	1,053.00	344.13	0.00	708.87	
100-126-000-000-2-22-221-22100-2210 -12616	22100 VRS Benefits - Plans 1 & 2	0.00	0.00	147.56	221.85	(369.41)	
100-126-000-000-2-22-221-22100-2300 -12615	22100 Comm Atty Health Ins	1,548.00	1,548.00	0.00	0.00	1,548.00	
100-126-000-000-2-22-221-22100-2300 -12616	22100 Hospital/Medical Plan Benefits	0.00	0.00	18.40	28.65	(47.05)	
100-126-000-000-2-22-221-22100-2400 -12615	22100 Comm Atty Life Ins	115.00	115.00	0.00	0.00	115.00	
100-126-000-000-2-22-221-22100-2400 -12616	22100 Group Life Insurance Benefits	0.00	0.00	16.22	24.29	(40.51)	
Commonwealth's Attorney Grants		40,754.00	40,754.00	19,846.37	7,466.21	13,441.42	0.00
Commonwealth's Attorney - Total	22100 Total	295,590.00	295,590.00	219,437.94	70,644.11	5,507.95	13,333.00
100-000-000-000-3-31-312-31200-1100 -	31200 Sheriff Salaries	873,672.00	873,672.00	658,264.43	218,886.72	(3,479.15)	12,177.00
100-000-000-000-3-31-312-31200-1200 -	31200 Sheriff OT	0.00	13,622.00	30,364.43	0.00	(16,742.43)	
100-000-000-000-3-31-312-31200-1300 -	31200 Sheriff PT Sal	30,000.00	30,000.00	40,325.26	0.00	(10,325.26)	
100-000-000-000-3-31-312-31200-1660 -	31200 Employee Bonuses	0.00	0.00	500.00	0.00	(500.00)	500.00
100-000-000-000-3-31-312-31200-2100 -	31200 Sheriff FICA	69,131.00	70,156.00	52,586.40	15,683.39	1,886.21	(1,887.00)
100-000-000-000-3-31-312-31200-2210 -	31200 Sheriff VRS 1&2	94,881.00	95,472.00	71,658.05	24,051.52	(237.57)	238.00
100-000-000-000-3-31-312-31200-2300 -	31200 Sheriff Health Ins	126,422.00	123,539.00	92,125.62	32,312.54	(899.16)	900.00
100-000-000-000-3-31-312-31200-2400 -	31200 Sheriff Life Ins	10,397.00	10,471.00	8,378.46	2,588.88	(496.34)	497.00
100-000-000-000-3-31-312-31200-2700 -	31200 Sheriff WC	15,071.00	17,289.00	18,464.13	0.00	(1,175.13)	1,176.00
100-000-000-000-3-31-312-31200-2860 -	31200 Sheriff LODA	7,399.00	7,399.00	7,207.32	0.00	191.68	(192.00)
Sheriff		1,226,973.00	1,241,620.00	979,874.10	293,523.05	(31,777.15)	13,409.00
100-402-000-000-3-31-312-31200-1200 -40216	31200 DMV Alcohol Grant OT	0.00	0.00	5,454.79	0.00	(5,454.79)	
100-403-000-000-3-31-312-31200-1200 -40315	31200 DMV Speed OT	3,716.00	3,716.00	1,003.66	0.00	2,712.34	
100-403-000-000-3-31-312-31200-2100 -40315	31200 Sheriff FICA	284.00	284.00	76.77	0.00	207.23	
100-605-000-000-3-31-312-31200-1100 -60515	31200 Sheriff Salaries	2,026.00	0.00	0.00	0.00	0.00	
100-605-000-000-3-31-312-31200-1300 -60515	31200 Sheriff PT Sal	0.00	180.57	179.64	0.00	0.93	
100-605-000-000-3-31-312-31200-1300 -60516	31200 Part Time Salaries - Regular	0.00	1,845.43	0.00	0.00	1,845.43	
100-605-000-000-3-31-312-31200-2100 -60515	31200 Sheriff FICA	155.00	13.80	13.53	0.00	0.27	
100-605-000-000-3-31-312-31200-2100 -60516	31200 FICA Benefits	0.00	141.20	0.00	0.00	141.20	
Sheriff Grants		0	6,181.00	6,728.39	0.00	(547.39)	0.00
Sheriff - Total	31200 Total	1,233,154.00	1,247,801.00	986,602.49	293,523.05	(32,324.54)	13,409.00
100-000-000-000-3-31-314-31400-1100 -	31400 Communicat Salaries	384,581.00	384,581.00	295,651.36	99,210.00	(10,280.36)	12,261.00
100-000-000-000-3-31-314-31400-1660 -	31400 Employee Bonuses	0.00	0.00	500.00	0.00	(500.00)	500.00
100-000-000-000-3-31-314-31400-2100 -	31400 Communicat FICA	29,419.00	29,419.00	22,018.31	7,277.71	122.98	(123.00)
100-000-000-000-3-31-314-31400-2210 -	31400 Communicat VRS 1&2	35,829.00	33,380.00	24,795.00	8,269.37	315.63	(316.00)
100-000-000-000-3-31-314-31400-2220 -	31400 Communicat VRS Hybrid Plan	5,937.00	8,386.00	6,437.84	2,534.07	(585.91)	586.00
100-000-000-000-3-31-314-31400-2300 -	31400 Communicat Health Ins	57,636.00	57,636.00	42,081.99	15,289.03	264.98	(265.00)

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100-000-000-000-3-31-314-31400-2400 -	31400 Communicat Life Ins	4,577.00	4,577.00	3,508.82	1,180.59	(112.41)	113.00
100-000-000-000-3-31-314-31400-2510 -	31400 Communicat Dislns Hybrid	323.00	323.00	363.60	137.66	(178.26)	179.00
100-000-000-000-3-31-314-31400-2700 -	31400 Communicat WC	205.00	205.00	356.05	0.00	(151.05)	152.00
100-000-000-000-3-31-314-31400-2800 -	31400 Communicat Leave Pay	0.00	0.00	440.60	0.00	(440.60)	441.00
Communications	31400 Total	518,507.00	518,507.00	396,153.57	133,898.43	(11,545.00)	13,528.00
100-000-000-000-3-32-322-32201-2860 -	32201 Blue R VF LODA	1,742.00	1,742.00	1,088.00	0.00	654.00	(654.00)
Blue Ridge Volunteer Fire Co	32201 Total	1,742.00	1,742.00	1,088.00	0.00	654.00	(654.00)
100-000-000-000-3-32-322-32202-2860 -	32202 Boyce VF LODA	2,264.00	2,264.00	1,799.92	0.00	464.08	(465.00)
Boyce Volunteer Fire Co	32202 Total	2,264.00	2,264.00	1,799.92	0.00	464.08	(465.00)
100-000-000-000-3-32-322-32203-2860 -	32203 Enders VF LODA	2,927.00	2,927.00	2,040.00	0.00	887.00	(887.00)
Enders Volunteer Fire Co	32203 Total	2,927.00	2,927.00	2,040.00	0.00	887.00	(887.00)
100-000-000-000-3-32-323-32310-1100 -	32310 EMS Salaries	366,936.00	338,973.00	230,162.22	79,746.32	29,064.46	(29,065.00)
100-000-000-000-3-32-323-32310-1200 -	32310 EMS Overtime	0.00	27,963.00	45,876.03	19,496.06	(37,409.09)	
100-000-000-000-3-32-323-32310-1300 -	32310 EMS PT Sal - adjusted to reflect es	110,000.00	110,000.00	106,287.37	33,000.00	(29,287.37)	29,065.00
100-000-000-000-3-32-323-32310-2100 -	32310 EMS FICA - adjusted for P/T	36,486.00	36,486.00	27,358.73	8,104.13	1,023.14	(1,024.00)
100-000-000-000-3-32-323-32310-2210 -	32310 EMS VRS 1&2	22,690.00	26,639.00	20,450.88	6,915.65	(727.53)	728.00
100-000-000-000-3-32-323-32310-2220 -	32310 VRS Benefits - Hybrid Plan	7,602.00	7,602.00	5,813.64	1,942.24	(153.88)	154.00
100-000-000-000-3-32-323-32310-2300 -	32310 EMS Health Ins	39,539.00	35,590.00	30,028.59	10,403.61	(4,842.20)	4,843.00
100-000-000-000-3-32-323-32310-2400 -	32310 EMS Life Ins	3,319.00	3,319.00	3,134.02	971.04	(786.06)	787.00
100-000-000-000-3-32-323-32310-2510 -	32310 EMS Dislns Hybrid	413.00	413.00	315.81	105.52	(8.33)	9.00
100-000-000-000-3-32-323-32310-2700 -	32310 EMS WC	14,547.00	14,547.00	20,899.50	0.00	(6,352.50)	6,353.00
100-000-000-000-3-32-323-32310-2860 -	32310 EMS LODA	2,611.00	2,611.00	2,543.76	0.00	67.24	(68.00)
Fire and Rescue Services	32310 Total	604,143.00	604,143.00	492,870.55	160,684.57	(49,412.12)	11,782.00
100-000-000-000-3-34-341-34100-1100 -	34100 Bldg Insp Salaries	91,036.00	91,036.00	69,494.22	23,164.74	(1,622.96)	1,623.00
100-000-000-000-3-34-341-34100-1300 -	34100 Bldg Insp PT Sal	0.00	0.00	369.00	0.00	(369.00)	369.00
100-000-000-000-3-34-341-34100-2100 -	34100 Bldg Insp FICA	6,965.00	6,447.00	4,824.24	1,592.98	29.78	(30.00)
100-000-000-000-3-34-341-34100-2210 -	34100 Bldg Insp VRS 1&2	9,887.00	10,066.00	7,547.04	2,518.34	0.62	(1.00)
100-000-000-000-3-34-341-34100-2220 -	34100 Bldg Insp VRS Hybrid	0.00	0.00	0.00	0.00	0.00	0.00
100-000-000-000-3-34-341-34100-2300 -	34100 Bldg Insp Health Ins	16,606.00	16,925.00	12,690.18	4,348.84	(114.02)	115.00
100-000-000-000-3-34-341-34100-2400 -	34100 Bldg Insp Life Ins	1,083.00	1,103.00	828.75	275.66	(1.41)	2.00
100-000-000-000-3-34-341-34100-2510 -	34100 Bldg Insp Dislns Hybrid	0.00	0.00	0.00	0.00	0.00	0.00
100-000-000-000-3-34-341-34100-2700 -	34100 Bldg Insp WC	1,445.00	1,445.00	1,153.00	0.00	292.00	(292.00)
Building Inspections	34100 Total	127,022.00	127,022.00	96,906.43	31,900.56	(1,784.99)	1,786.00
100-000-000-000-3-35-351-35100-1100 -	35100 AnimalCtrl Salaries	59,938.00	61,091.00	45,818.28	15,272.76	(0.04)	1.00
100-000-000-000-3-35-351-35100-1300 -	35100 AnimalCtrl PT Sal	18,000.00	16,847.00	0.00	0.00	16,847.00	(16,847.00)
100-000-000-000-3-35-351-35100-2100 -	35100 AnimalCtrl FICA	5,963.00	5,524.00	3,026.07	1,007.49	1,490.44	(1,491.00)
100-000-000-000-3-35-351-35100-2210 -	35100 AnimalCtrl VRS 1&2	4,325.00	4,409.00	3,306.06	1,102.54	0.40	(1.00)
100-000-000-000-3-35-351-35100-2220 -	35100 VRS Benefits - Hybrid Plan	2,184.00	2,226.00	1,669.77	556.61	(0.38)	1.00
100-000-000-000-3-35-351-35100-2300 -	35100 AnimalCtrl Health Ins	13,393.00	13,649.00	10,235.97	3,504.98	(91.95)	92.00

Clarke County
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Account	Description	2016 Original Budget	2016 Revised Budget	2016 Actual to date	2016 Estimated Remaining Cost	2016 Available	Recommended Adjustment
100-000-000-000-3-35-351-35100-2400 -	35100 AnimalCtrl Life Ins	713.00	727.00	545.58	181.75	(0.33)	1.00
100-000-000-000-3-35-351-35100-2510 -	35100 Disability Ins - Hybrid Plan	119.00	121.00	90.72	30.24	0.04	(1.00)
100-000-000-000-3-35-351-35100-2700 -	35100 AnimalCtrl WC	809.00	850.00	966.05	0.00	(116.05)	117.00
Animal Control	35100 Total	105,444.00	105,444.00	65,658.50	21,656.37	18,129.13	(18,128.00)
100-000-000-000-4-43-432-43200-1100 -	43200 Maintenanc Salaries	143,270.00	143,270.00	107,177.94	36,394.79	(302.73)	
100-000-000-000-4-43-432-43200-1300 -	43200 Maintenanc PT Sal	0.00	0.00	444.00	0.00	(444.00)	
100-000-000-000-4-43-432-43200-2100 -	43200 Maintenanc FICA	10,960.00	10,960.00	7,612.06	2,563.82	784.12	
100-000-000-000-4-43-432-43200-2210 -	43200 Maintenanc VRS 1&2	13,130.00	13,002.00	9,881.74	3,339.37	(219.11)	
100-000-000-000-4-43-432-43200-2220 -	43200 VRS Benefits - Hybrid Plan	2,260.00	2,388.00	1,646.36	574.47	167.17	
100-000-000-000-4-43-432-43200-2300 -	43200 Maintenanc Health Ins	21,924.00	21,917.00	15,683.64	5,741.14	492.22	
100-000-000-000-4-43-432-43200-2400 -	43200 Maintenanc Life Ins	1,705.00	1,705.00	1,278.07	433.15	(6.22)	
100-000-000-000-4-43-432-43200-2510 -	43200 Disability Ins - Hybrid Plan	123.00	130.00	89.46	31.21	9.33	
100-000-000-000-4-43-432-43200-2700 -	43200 Maintenanc WC	4,379.00	4,379.00	3,792.82	0.00	586.18	
General Property Maintenance - All Accounts	43200 Total	197,751.00	197,751.00	147,606.09	49,077.95	1,066.96	0.00
100-000-000-000-7-71-711-71100-1100 -	71100 Parks Adm Salaries	242,763.00	242,763.00	185,122.65	61,703.97	(4,063.62)	4,064.00
100-000-000-000-7-71-711-71100-2100 -	71100 Parks Adm FICA - adjusted for P/T	19,797.00	19,797.00	13,520.39	4,979.24	1,297.37	(1,298.00)
100-000-000-000-7-71-711-71100-2210 -	71100 Parks Adm VRS 1&2	26,364.00	26,364.00	20,103.12	6,706.73	(445.85)	446.00
100-000-000-000-7-71-711-71100-2300 -	71100 Parks Adm Health Ins	39,616.00	39,616.00	28,342.77	9,378.96	1,894.27	(1,895.00)
100-000-000-000-7-71-711-71100-2400 -	71100 Parks Adm Life Ins	2,889.00	2,397.00	2,206.32	734.27	(543.59)	544.00
100-000-000-000-7-71-711-71100-2700 -	71100 Parks Adm WC	10,265.00	10,757.00	11,105.54	0.00	(348.54)	349.00
Parks Administration	71100 Total	341,694.00	341,694.00	260,400.79	83,503.17	(2,209.96)	2,210.00
100-000-000-000-7-71-713-71310-1100 -	71310 Rec Center Salaries	45,013.00	45,013.00	34,334.28	11,444.76	(766.04)	767.00
100-000-000-000-7-71-713-71310-2100 -	71310 Rec Center FICA - adjusted for P/T	5,753.00	5,753.00	4,045.43	1,723.88	(16.31)	17.00
100-000-000-000-7-71-713-71310-2210 -	71310 Rec Center VRS 1&2	4,888.00	4,888.00	3,728.70	1,243.36	(84.06)	85.00
100-000-000-000-7-71-713-71310-2300 -	71310 Rec Center Health Ins	6,404.00	6,404.00	4,895.37	1,676.46	(167.83)	168.00
100-000-000-000-7-71-713-71310-2400 -	71310 Rec Center Life Ins	536.00	536.00	408.87	136.19	(9.06)	10.00
100-000-000-000-7-71-713-71310-2700 -	71310 Rec Center WC	0.00	0.00	1,081.70	0.00	(1,081.70)	1,082.00
Recreation Center	71310 Total	62,594.00	62,594.00	48,494.35	16,224.65	(2,125.00)	2,129.00
100-000-000-000-7-71-713-71350-1100 -	71350 Programs Salaries	34,401.00	34,401.00	26,286.54	8,765.76	(651.30)	652.00
100-000-000-000-7-71-713-71350-2100 -	71350 Programs FICA - adjusted for P/T s	10,734.00	10,734.00	5,835.15	4,757.28	141.57	(142.00)
100-000-000-000-7-71-713-71350-2210 -	71350 Programs VRS 1&2	3,736.00	3,736.00	2,855.88	952.20	(72.08)	73.00
100-000-000-000-7-71-713-71350-2300 -	71350 Programs Health Ins	6,404.00	6,404.00	4,895.37	1,676.27	(167.64)	168.00
100-000-000-000-7-71-713-71350-2400 -	71350 Programs Life Ins	409.00	409.00	313.11	104.31	(8.42)	9.00
100-000-000-000-7-71-713-71350-2700 -	71350 Programs WC	0.00	0.00	826.69	0.00	(826.69)	827.00
Parks Programs	71350 Total	55,684.00	55,684.00	41,012.74	16,255.82	(1,584.56)	1,587.00
100-000-000-000-8-81-811-81110-1100 -	81110 Plan Adm Salaries	262,174.00	262,174.00	200,374.22	66,724.74	(4,924.96)	4,925.00
100-000-000-000-8-81-811-81110-2100 -	81110 Plan Adm FICA	20,057.00	20,230.00	15,213.27	5,047.84	(31.11)	32.00
100-000-000-000-8-81-811-81110-2210 -	81110 Plan Adm VRS 1&2	28,472.00	28,993.00	21,738.87	7,255.49	(1.36)	2.00
100-000-000-000-8-81-811-81110-2300 -	81110 Plan Adm Health Ins	29,414.00	28,663.00	14,686.11	5,036.11	8,940.78	(8,941.00)

Clarke County
Transfer of Pay Adjustments from Contingency
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Account	Description	2016 Original Budget	2016 Revised Budget	2016 Actual to date	2016 Estimated Remaining Cost	2016 Available	Recommended Adjustment
100-000-000-000-8-81-811-81110-2400 -	81110 Plan Adm Life Ins	3,120.00	3,177.00	2,387.76	794.05	(4.81)	5.00
100-000-000-000-8-81-811-81110-2700 -	81110 Plan Adm WC	5,136.00	5,136.00	5,885.66	0.00	(749.66)	750.00
Planning Administration	81110 Total	348,373.00	348,373.00	260,285.89	84,858.23	3,228.88	(3,227.00)
100-000-000-000-8-81-811-81120-1300 -	81120 Plan Com PT Sal	500.00	500.00	250.00	0.00	250.00	(250.00)
100-000-000-000-8-81-811-81120-2100 -	81120 Plan Com FICA	39.00	39.00	10.54	0.00	28.46	(29.00)
100-000-000-000-8-81-811-81120-2300 -	81120 Plan Com Health Ins	0.00	0.00	334.72	0.00	(334.72)	335.00
Planning Commission	81120 Total	539.00	539.00	595.26	0.00	(56.26)	56.00
100-000-000-000-8-81-815-81510-1100 -	81510 Econ Dev Salaries	75,000.00	75,000.00	0.00	0.00	75,000.00	
100-000-000-000-8-81-815-81510-1300 -	81510 Econ Dev PT Sal	0.00	0.00	3,737.50	0.00	(3,737.50)	
100-000-000-000-8-81-815-81510-2100 -	81510 Econ Dev FICA	5,738.00	5,738.00	285.93	0.00	5,452.07	
100-000-000-000-8-81-815-81510-2210 -	81510 Econ Dev VRS 1&2	8,145.00	8,145.00	0.00	0.00	8,145.00	
100-000-000-000-8-81-815-81510-2300 -	81510 Econ Dev Health Ins	9,519.00	9,519.00	0.00	0.00	9,519.00	
100-000-000-000-8-81-815-81510-2400 -	81510 Econ Dev Life Ins	892.00	892.00	0.00	0.00	892.00	
Office of Economic Development	81510 Total	99,294.00	99,294.00	4,023.43	0.00	95,270.57	0.00
100-000-000-000-8-82-826-82600-1300 -	82600 Biosolids PT Sal	12,228.00	12,228.00	3,566.38	0.00	8,661.62	
100-000-000-000-8-82-826-82600-2100 -	82600 Biosolids FICA	936.00	936.00	272.83	0.00	663.17	
100-000-000-000-8-82-826-82600-2700 -	82600 Biosolids WC	143.00	143.00	189.40	0.00	(46.40)	47.00
Bio-solids Application	82600 Total	13,307.00	13,307.00	4,028.61	0.00	9,278.39	47.00
100-000-000-000-9-91-916-91600-1000 -	91600 Reserve Personal	132,000.00	131,778.00	0.00	0.00	131,778.00	(49,696.00)
Contingency Reserves	91600 Total	132,000.00	131,778.00	0.00	0.00	131,778.00	(49,696.00)
	Grand Total	5,366,324.00	5,385,551.00	3,953,642.26	1,280,235.60	151,673.14	0.00

**Clarke County
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			INVOICE	
VENDOR NAME	ACCOUNT DESC	FULL DESC	DATE	AMOUNT
Alice Reynolds	Programs Refunds	Refund	03/14/2016	75.00
Alice Reynolds Total				75.00
Anderson and Associa	BoS Purchased Services	Convenience Center 2-2016sv	02/29/2016	65.00
Anderson and Associa	BoS Purchased Services	CC Park Lighting Final Design 2-2016sv	02/29/2016	1,568.00
Anderson and Associa Total				1,633.00
Arc Water Treatment	Maintenanc CS	rm ARC 101 Chalm Water Treatment	03/01/2016	68.97
Arc Water Treatment	Maintenanc CS	rm ARC 101 Chalm Water Treatment	03/01/2016	41.03
Arc Water Treatment Total				110.00
Arnett, Betsy	HstPrvCom Board Fe	Attd @ HPC 3-17-16 mtg	03/21/2016	25.00
Arnett, Betsy Total				25.00
Association of Clerk	J&D Court Due & Memb	Annual Dues	03/03/2016	20.00
Association of Clerk	J&D Court Due & Memb	Spring Conf Sherri Allen	03/03/2016	25.00
Association of Clerk Total				45.00
At&t	County Adm Telephone	Acct 287015712672	03/01/2016	47.48
At&t	IT Telephone	Acct 287015712672	03/01/2016	114.96
At&t	Registrar Telephone	Acct 287015712672	03/01/2016	57.48
At&t	Comm Atty Telephone	Acct 287015712672	03/01/2016	189.92
At&t	Sheriff Telephone	Acct 287015712672	03/01/2016	1,006.69
At&t	Communicat Telephone	Long Distance	03/01/2016	31.90
At&t	Communicat Telephone	Acct 287015712672	03/01/2016	170.94
At&t	Bldg Insp Telephone	Acct 287015712672	03/01/2016	70.34
At&t	AnimalCtrl Telephone	Acct 287015712672	03/01/2016	12.72
At&t	Maintenanc Telephone	Acct 287015712672	03/01/2016	126.73
At&t	Econ Dev Telephone	Acct 287015712672	03/01/2016	47.48
At&t Total				1,876.64
Attic Promotions	Programs Printing	Volley Ball T-shirts	03/04/2016	267.20
Attic Promotions Total				267.20
BAI Muncipal Softwar	Com of Rev CS	Supplement Delete	02/24/2016	400.00
BAI Muncipal Softwar Total				400.00
Barbara Grubb	Electoral Board Fe	OOE 03012016	03/01/2016	115.00
Barbara Grubb Total				115.00
BB&T	District C Mat&Sup	Post date 2/24 & 2/26	03/09/2016	112.92
BB&T	Clk of CC CO Adds	Post date 3/4	03/09/2016	389.95
BB&T	Sheriff Postal	Credit Card Bill	03/09/2016	10.19
BB&T	Sheriff Travel	Credit Card Bill	03/09/2016	21.28
BB&T	Sheriff Travel	Training - ICAC Grant	03/09/2016	16.47
BB&T	Sheriff Travel	Travel / EZ Pass / Donation	03/09/2016	164.09
BB&T	Sheriff Misc	Credit Card Bill	03/09/2016	50.98
BB&T	Sheriff Misc	Training / Toll	03/09/2016	5.30
BB&T	Sheriff Misc	Travel / EZ Pass / Donation	03/09/2016	35.00
BB&T	Sheriff Mat&Sup	Credit Card Bill	03/09/2016	355.71
BB&T	Sheriff Veh Fuel	Credit Card Bill	03/09/2016	61.26
BB&T	Communicat Clothing	Uniforms / Donations	03/09/2016	190.91
BB&T	Maintenanc Mat&Sup	rm BBT Credit Purchases 2/10/16 to 03/07/16	03/09/2016	193.08
BB&T	Programs Mat&Sup	supplies	02/08/2016	32.78
BB&T	Plan Adm Postal	Postage Hecate review ltrs	03/21/2016	23.85
BB&T	Plan Adm Travel	Ryan VAZO exam prep	03/21/2016	200.00
BB&T	Plan Adm Due & Memb	Ryan VAZO Membership	03/21/2016	50.00
BB&T	Maintenanc Mat&Sup	rm BBT Credit Purchases 2/10/16 to 03/07/16	03/09/2016	219.95
BB&T	Maintenanc Mat&Sup	rm BBT Credit Purchases 2/10/16 to 03/07/16	03/09/2016	88.14
BB&T	Finance Cen Purch	Post date 3/9	03/09/2016	60.38
BB&T	Finance Cen Purch	Post date 3/9	03/09/2016	248.42
BB&T	Finance Cen Purch	Post date 3/9	03/09/2016	234.99
BB&T	Miscellaneous	Post date 2/24	03/09/2016	70.00
BB&T	Sheriff Travel	Credit Card Bill	03/09/2016	221.16
BB&T	Sheriff Travel	Training / Toll	03/09/2016	1,190.00
BB&T	Sheriff Mat&Sup	Uniforms / Donations	03/09/2016	42.87
BB&T	Sheriff Mat&Sup	Travel / EZ Pass / Donation	03/09/2016	21.00
BB&T	Dev Rights CS	Crown Trophy-CEA	03/21/2016	109.00
BB&T	Dev Rights CS	Lunch CEA Camino Real	03/21/2016	182.04
BB&T Total				4,601.72
Bennett, Brenda	Finance Postal	Mileage & postage reimbursment	03/17/2016	12.70
Bennett, Brenda	Finance Mileage	Mileage & postage reimbursment	03/17/2016	19.18

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VENDOR NAME	ACCOUNT DESC	FULL DESC	INVOICE DATE	AMOUNT
Bennett, Brenda Total				31.88
Berryville Auto Part	Electoral Mat&Sup	batteries	02/25/2016	44.95
Berryville Auto Part	Sheriff CS	Estimated Vehicle Repairs for 1406	03/04/2016	39.00
Berryville Auto Part	Sheriff CS	Estimated Vehicle Repairs for 1304	03/08/2016	135.00
Berryville Auto Part	Sheriff CS	Repairs for 1405	03/10/2016	15.00
Berryville Auto Part	Sheriff CS	Estimated Vehicle Repairs for 1102	03/15/2016	60.00
Berryville Auto Part	Sheriff CS	Vehicle Repair - 1402	03/19/2016	215.00
Berryville Auto Part	Sheriff Mat&Sup	Iphone Case	03/17/2016	31.00
Berryville Auto Part	Sheriff Mat&Sup	Estimated Vehicle Repairs for 1406	03/04/2016	21.78
Berryville Auto Part	Sheriff Mat&Sup	Estimated Vehicle Repairs for 1304	03/08/2016	271.54
Berryville Auto Part	Sheriff Mat&Sup	Repairs for 1405	03/10/2016	244.20
Berryville Auto Part	Sheriff Mat&Sup	Estimated Vehicle Repairs for 1102	03/15/2016	137.44
Berryville Auto Part	Sheriff Mat&Sup	Vehicle Repair - 1402	03/19/2016	260.60
Berryville Auto Part	Programs Mat&Sup	Afterschool supplies	03/03/2016	19.99
Berryville Auto Part	Maintenanc Mat&Sup	rm BAP Sheriffs Dept keys	03/10/2016	2.48
Berryville Auto Part	Maintenanc Mat&Sup	rm BAP 104N. Fuse for thermostat	03/15/2016	3.54
Berryville Auto Part Total				1,501.52
Berryville True Valu	Maintenanc Mat&Sup	rm BH elect tape , install kit	03/02/2016	27.28
Berryville True Valu	Maintenanc Mat&Sup	rm BH Maint 1 pc bi hole saw	03/02/2016	13.91
Berryville True Valu	Maintenanc Mat&Sup	rm BH ACO general fastners	03/08/2016	4.75
Berryville True Valu	Maintenanc Mat&Sup	rm BH Maint 1 7/8 hitch and fastners	03/15/2016	12.09
Berryville True Valu	Maintenanc Mat&Sup	rm BH Main sheet metal screws	03/16/2016	3.69
Berryville True Valu	Rec Center Mat&Sup	supplies	03/25/2016	43.47
Berryville True Valu	Maintenanc Mat&Sup	rm BH Park Conc St emts straps, connector box cove	03/18/2016	13.13
Berryville True Valu	Maintenanc Mat&Sup	rm BH Park Conc St	03/18/2016	7.49
Berryville True Valu	Maintenanc Mat&Sup	rm BH Park Conc Stand rise cover, tape	03/18/2016	3.08
Berryville True Valu Total				128.89
Blue Ridge Volunteer	Electoral Lease&Rent	Polling Place Use Fee	03/01/2016	150.00
Blue Ridge Volunteer Total				150.00
Bosserman, Barbara	Electoral Mat&Sup	Reimburse for election day and office supplies	02/28/2016	8.68
Bosserman, Barbara	Registrar Mat&Sup	Reimburse for election day and office supplies	02/28/2016	6.75
Bosserman, Barbara	Registrar Mat&Sup	Reimburse for iPad Charger	03/06/2016	21.05
Bosserman, Barbara Total				36.48
Bouffault, Robina	Plan Com Board Fe	Attd @ PC mtgs Mar '16	03/08/2016	100.00
Bouffault, Robina Total				100.00
Boyce Volunteer Fire	Electoral Lease&Rent	Polling Place Use Fee	03/01/2016	75.00
Boyce Volunteer Fire Total				75.00
Buckley, Randy	Plan Com Board Fe	Attd @ PC Mar mtgs	03/08/2016	100.00
Buckley, Randy Total				100.00
Caldwell, Anne	Plan Com Board Fe	Attd @ PC mtgs Mar'16	03/08/2016	100.00
Caldwell, Anne	HstPrvCom Board Fe	Attd @ HPC 3-17-16 mtg	03/21/2016	25.00
Caldwell, Anne Total				125.00
Capelli, Len	Econ Dev CS	lbw Econ Dev Len Capelli 03-2016 Invoice	03/28/2016	3,250.00
Capelli, Len Total				3,250.00
Cardillo, Robin Couc	Dev Rights CS	Award luncheon etc	03/11/2016	1,440.00
Cardillo, Robin Couc Total				1,440.00
Carter, Page	HstPrvCom Board Fe	Attd @ 3-17-16 HPC mtg	03/21/2016	25.00
Carter, Page Total				25.00
Chatman, Stacey	Programs CS	Fitness Classes (16 sessions X	03/15/2016	778.05
Chatman, Stacey Total				778.05
Chief Supply Corp	Sheriff Mat&Sup	waist chains	03/14/2016	36.24
Chief Supply Corp	Sheriff Mat&Sup	AED Pads/Waist Chains	03/17/2016	131.21
Chief Supply Corp Total				167.45
Cindy Leahy	Electoral Board Fe	OOE 03012016	03/01/2016	115.00
Cindy Leahy Total				115.00
Clarke County Genera	District C Legal S	Public Defender fees	03/04/2016	120.00
Clarke County Genera	District C Legal S	public defender fees	03/04/2016	67.50
Clarke County Genera	District C Legal S	Public defender fees	03/04/2016	120.00
Clarke County Genera	District C Legal S	Public defender fees	03/04/2016	112.50
Clarke County Genera	District C Legal S	Public Defender Fees	03/04/2016	60.00
Clarke County Genera Total				480.00
Clarke County Parks	Electoral Lease&Rent	Polling Place Use fee	03/01/2016	75.00
Clarke County Parks Total				75.00

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VENDOR NAME	ACCOUNT DESC	FULL DESC	INVOICE DATE	AMOUNT
Clarke County Rurita	Programs Advertise	Fair Book	02/26/2016	45.00
Clarke County Rurita Total				45.00
Clarke County Treasu	BoS Miscellaneous Expenditures	Petty Cash	03/10/2016	25.00
Clarke County Treasu	IT Mat&Sup	Petty Cash	03/10/2016	36.82
Clarke County Treasu	Electoral Postal	Petty Cash	03/10/2016	49.00
Clarke County Treasu	Parks Adm Postal	Petty Cash	03/10/2016	145.82
Clarke County Treasu	Plan Adm Postal	Petty Cash	03/10/2016	31.95
Clarke County Treasu	Plan Adm Mat&Sup	Petty Cash	03/10/2016	9.86
Clarke County Treasu Total				298.45
Comcast	Communicat CS	rios radio ip connectivity	02/21/2016	91.63
Comcast Total				91.63
Commercial Press	Electoral Mat&Sup	Business Cards	02/19/2016	43.50
Commercial Press	Comm Atty Mat&Sup	#10 Printed envelopes 2 boxes	03/11/2016	54.90
Commercial Press	Sheriff Mat&Sup	Door Hangers / Tow Sheets	03/11/2016	205.10
Commercial Press Total				303.50
Consolidated Electri	Maintenanc CS	rm Consolid Elec 104 new disconnect for elevator	02/25/2016	247.00
Consolidated Electri Total				247.00
Costco	Rec Center Resale Sup	supplies	03/23/2016	154.65
Costco	Programs Mat&Sup	supplies	03/23/2016	69.95
Costco Total				224.60
County of Frederick	RefuseDisp Intergov	Refuse	03/03/2016	153.16
County of Frederick	RefuseDisp Intergov	refuse	03/03/2016	266.10
County of Frederick Total				419.26
Creative Print Solut	Programs Printing	Printing of Core-Spring & Summ	03/16/2016	1,669.00
Creative Print Solut Total				1,669.00
Cynthia Kirk	Electoral Board Fe	OOE 03012016	03/01/2016	115.00
Cynthia Kirk Total				115.00
Daly Computers	Tk Improve CO Repl	Acct #14506	03/02/2016	15,140.00
Daly Computers Total				15,140.00
DDL Business Sys	Parks Adm Maint Con	Contract 10240-13	02/25/2016	132.07
DDL Business Sys Total				132.07
Debra Zimmerman	Electoral Board Fe	OOE 03012016	03/01/2016	115.00
Debra Zimmerman Total				115.00
Dehaven Berkeley	Maintenanc Wat & Sew	rm Dehaven Water, all charged to Maint	03/10/2016	26.70
Dehaven Berkeley Total				26.70
DMV	Treasurer DMV Stop	February DMV Stops	02/29/2016	120.00
DMV Total				120.00
Donna Davis	Electoral Board Fe	CHIEF 003 03012016	03/01/2016	165.00
Donna Davis	Electoral Mileage	CHIEF 003 03012016	03/01/2016	12.47
Donna Davis Total				177.47
Elizabeth Kay Gunter	Electoral Board Fe	OOE 03012016	03/01/2016	115.00
Elizabeth Kay Gunter Total				115.00
Elizabeth North	Electoral Board Fe	OOE 03012016	03/01/2016	115.00
Elizabeth North Total				115.00
Elizabeth Roberts	Electoral Board Fe	OOE 03012016	03/01/2016	115.00
Elizabeth Roberts Total				115.00
Ellen Maxine McGill	Electoral Board Fe	OOE 03012016	03/01/2016	105.00
Ellen Maxine McGill Total				105.00
Evident Inc	Sheriff Mat&Sup	Syringe Evidence Tubes	03/03/2016	45.58
Evident Inc Total				45.58
Food Lion	Programs Mat&Sup	Egg Hunt	03/09/2016	57.29
Food Lion	Programs Mat&Sup	Afterschool supplies	03/17/2016	13.92
Food Lion	Programs Mat&Sup	programs	03/18/2016	29.01
Food Lion Total				100.22
Foxs Pizza	Programs Mat&Sup	Parents night out	03/19/2016	36.75
Foxs Pizza Total				36.75
Frederick-Winchester	Sanitation Intergov	February 2016	03/08/2016	2,454.20
Frederick-Winchester Total				2,454.20
Galls/Best Uniforms	Sheriff Clothing	Shirts	03/09/2016	65.91
Galls/Best Uniforms	Sheriff Clothing	pants	03/11/2016	47.79
Galls/Best Uniforms Total				113.70
GCA	Maintenanc Maint Con	rm GCA cleaning services for March 2016	03/01/2016	3,366.23
GCA	Maintenanc Maint Con	rm GCA cleaning services for March 2016	03/01/2016	2,332.38

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GCA	Maintenanc Maint Con	rm GCA cleaning services for March 2016	03/01/2016	293.78
GCA	Maintenanc Maint Con	rm GCA cleaning services for March 2016	03/01/2016	1,387.51
GCA Total				7,379.90
General Sales of Vir	Maintenanc Mat&Sup	rm General S. Cleaning Supplies	03/22/2016	966.60
General Sales of Vir Total				966.60
Geneva Jackson	Electoral Board Fe	OOE 03012016	03/01/2016	85.00
Geneva Jackson Total				85.00
Greatscapes	Maintenanc CS	rm GreatScapes County Compound Spring clean up mul	03/23/2016	2,589.00
Greatscapes	Maintenanc CS	rm GScapes County Compound fertilize weed control	03/24/2016	225.00
Greatscapes	Maintenanc CS	rm GScapes Park Weed Control	03/27/2016	595.00
Greatscapes Total				3,409.00
Guernsey	J&D Court Mat&Sup	Tissue/Markers	03/04/2016	28.27
Guernsey Total				28.27
Hall, Monahan	Legal Svc CS	LBW SFSD \$1207.50; \$21.60 mileage; PA \$455	03/03/2016	1,229.10
Hall, Monahan	Plan Adm CS	LBW SFSD \$1207.50; \$21.60 mileage; PA \$455	03/03/2016	455.00
Hall, Monahan	Dev Rights CS	B Mitchell Inv Feb '16	03/08/2016	745.00
Hall, Monahan Total				2,429.10
Independent Statione	Finance Cen Purch	Acct 541070553	03/08/2016	743.74
Independent Statione Total				743.74
James Willis	Electoral Board Fe	OOE 03012016	03/01/2016	105.00
James Willis Total				105.00
Jane Wood	Electoral Board Fe	OOE 03012016	03/01/2016	115.00
Jane Wood Total				115.00
Janel Melgaard	Electoral Board Fe	CHIEF OOE 03012016	03/01/2016	165.00
Janel Melgaard	Electoral Mileage	CHIEF OOE 03012016	03/01/2016	22.14
Janel Melgaard Total				187.14
Janice Coon	Electoral Board Fe	OOE TRAINING 03012016	03/01/2016	20.00
Janice Coon Total				20.00
Jean Hess	Electoral Board Fe	OOE 03012016	03/01/2016	165.00
Jean Hess	Electoral Mileage	OOE 03012016	03/01/2016	7.88
Jean Hess Total				172.88
Jerry Beydler	Electoral Board Fe	OOE 03012016	03/01/2016	95.00
Jerry Beydler Total				95.00
Johanna Backover	Programs Refunds	Refund	03/08/2016	150.00
Johanna Backover Total				150.00
John H Enders Fire	Electoral Lease&Rent	Polling Place Use Fee	03/01/2016	75.00
John H Enders Fire Total				75.00
John Lincoln	Electoral Board Fe	OOE 03012016	03/01/2016	105.00
John Lincoln Total				105.00
John Shepherd	Electoral Board Fe	OOE 03012016	03/01/2016	115.00
John Shepherd Total				115.00
Johnston, Jane	Programs CS	Fitness Classes (24 Sessions X	03/15/2016	768.95
Johnston, Jane Total				768.95
Joyce, Jon	HstPrvCom Advertise	Attd @ HPC 3-17-16 mtg	03/21/2016	25.00
Joyce, Jon Total				25.00
Judy Anderson	Electoral Board Fe	OOE 03012016	03/01/2016	115.00
Judy Anderson Total				115.00
Kalbiam, Maral	HstPrvCom CS	Consulting services Feb '16	03/29/2016	1,045.00
Kalbiam, Maral	Dept Hist Rsrce -Disaster Asst	Hurricane Sandy Grant Work Aug-Feb	03/24/2016	455.00
Kalbiam, Maral Total				1,500.00
Karen Wilson	Electoral Board Fe	OOE 03012016	03/01/2016	115.00
Karen Wilson Total				115.00
Kathy Holcomb	Electoral Board Fe	OOE 03012016	03/01/2016	115.00
Kathy Holcomb Total				115.00
Kruhm, Douglas	Plan Com Board Fe	Attd @ PC Mar '16 mtgs	03/08/2016	100.00
Kruhm, Douglas	HstPrvCom Board Fe	Attd @ HPC 3-17-16 mtg	03/21/2016	25.00
Kruhm, Douglas Total				125.00
Kurtz	Finance Cen Purch	Acct SC013600/SCO13604	03/11/2016	271.05
Kurtz Total				271.05
Kustom Signals Inc	Sheriff CS	Recertification PL21454	03/04/2016	183.00
Kustom Signals Inc Total				183.00
L. Mike Fraser	Electoral Board Fe	OOE 03012016	03/01/2016	115.00
L. Mike Fraser Total				115.00

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Lake Fairfax Park	Programs Group Trip	Field Trip for Summer Camp	03/03/2016	602.80
Lake Fairfax Park Total				602.80
Language Line Servic	Communicat CS	Interpreter	02/29/2016	5.46
Language Line Servic Total				5.46
Lee, Frank	Plan Com Board Fe	Attd @ PC mtgs Mar '16	03/08/2016	100.00
Lee, Frank Total				100.00
Logan Systems Inc	Clk of CC Microfilm	COMPUTER INDEXING	03/15/2016	435.33
Logan Systems Inc Total				435.33
Lord Fairfax EMS	Sheriff Travel	CPR Class	03/04/2016	88.00
Lord Fairfax EMS	EMS Travel	HCP Instructor Packet-Mark Barenklau	03/02/2016	105.00
Lord Fairfax EMS Total				193.00
Malone, Gwendolyn	Plan Com Board Fe	Attd @ Pc Mar mtgs	03/08/2016	100.00
Malone, Gwendolyn Total				100.00
Mansfield Oil Co	County Adm Veh Fuel	rm Mansfield Fuel for 2/16/16 ot 2/29/16	03/02/2016	16.49
Mansfield Oil Co	County Adm Veh Fuel	rm Mansfield fuel purchase 03-01 to 03-15-16	03/21/2016	32.86
Mansfield Oil Co	Sheriff Veh Fuel	Fuel for 3/1/16 through 3/15/16	03/21/2016	1,287.62
Mansfield Oil Co	EMS Veh Fuel	rm Mansfield Fuel for 2/16/16 ot 2/29/16	03/02/2016	12.62
Mansfield Oil Co	EMS Veh Fuel	rm Mansfield fuel purchase 03-01 to 03-15-16	03/21/2016	27.62
Mansfield Oil Co	Bldg Insp Veh Fuel	rm Mansfield Fuel for 2/16/16 ot 2/29/16	03/02/2016	13.86
Mansfield Oil Co	Bldg Insp Veh Fuel	rm Mansfield fuel purchase 03-01 to 03-15-16	03/21/2016	45.85
Mansfield Oil Co	AnimalCtrl Veh Fuel	rm Mansfield Fuel for 2/16/16 ot 2/29/16	03/02/2016	30.75
Mansfield Oil Co	AnimalCtrl Veh Fuel	rm Mansfield fuel purchase 03-01 to 03-15-16	03/21/2016	27.94
Mansfield Oil Co	Maintenanc Veh Fuel	rm Mansfield Fuel for 2/16/16 ot 2/29/16	03/02/2016	38.90
Mansfield Oil Co	Maintenanc Veh Fuel	rm Mansfield fuel purchase 03-01 to 03-15-16	03/21/2016	77.79
Mansfield Oil Co Total				1,612.30
Marcia Stone	Electoral Board Fe	OOE 03012016	03/01/2016	115.00
Marcia Stone Total				115.00
Marconi, Gloria	Dev Rights CS	Production Winter '16 newsltr	03/08/2016	450.00
Marconi, Gloria Total				450.00
Marilyn Estep	Electoral Board Fe	OOE 03012016	03/01/2016	115.00
Marilyn Estep Total				115.00
Marple, Beth	Comm Atty Travel	Reimbursement for Program Grant Renewal Training	03/17/2016	202.80
Marple, Beth Total				202.80
Matsch Systems	IT CS	March 2016	03/02/2016	200.00
Matsch Systems Total				200.00
McCormick Paint Work	Maintenanc Mat&Sup	rm McCormick CCHS Park athletic paint	03/17/2016	637.20
McCormick Paint Work Total				637.20
Montgomery, Christel	Programs CS	Gymnastics classes	03/06/2016	1,489.31
Montgomery, Christel Total				1,489.31
National Recreation	Parks Adm Due & Memb	Membership renewal	03/21/2016	600.00
National Recreation Total				600.00
Nelson, Clifford M	Plan Com Board Fe	Attd @ PC Mar '16 mtgs	03/08/2016	100.00
Nelson, Clifford M Total				100.00
Office Depot	Finance Cen Purch	Acct 41685398	03/09/2016	104.15
Office Depot	Finance Cen Purch	Acct 41685398	03/11/2016	21.00
Office Depot Total				125.15
Ohrstrom, George II	Plan Com Board Fe	Attd @ PC Mar mtgs	03/08/2016	50.00
Ohrstrom, George II Total				50.00
Patricia Hepner	Electoral Board Fe	OOE 03012016	03/01/2016	115.00
Patricia Hepner Total				115.00
Paula Beard	Programs Refunds	Refund	03/21/2016	75.00
Paula Beard Total				75.00
Paula Myer	Electoral Board Fe	OOE 03012016	03/01/2016	115.00
Paula Myer Total				115.00
Physio-Control	Sheriff Mat&Sup	FIRST AID AND SAFETY EQUIPMENT	03/11/2016	87.32
Physio-Control	Sheriff Mat&Sup	FIRST AID AND SAFETY EQUIPMENT	03/11/2016	4,400.01
Physio-Control Total				4,487.33
Pitney Bowes	IT Maint Con	Leasing charges	03/13/2016	822.51
Pitney Bowes	District C Postal	Leasing	03/13/2016	159.00
Pitney Bowes	J&D Court Postal	Leasing	03/13/2016	93.00
Pitney Bowes Total				1,074.51
Police and Sheriffs	Sheriff Mat&Sup	Sheriff's Office ID	03/17/2016	17.49
Police and Sheriffs	Sheriff Clothing	ID Card	03/04/2016	17.49

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Police and Sheriffs Total				34.98
Powhatan School	Electoral Lease&Rent	Polling Place Use Fee	03/01/2016	75.00
Powhatan School Total				75.00
Premier Accounts Rec	EMS CS	Billing Company Invoice Feb 2016	03/02/2016	1,693.63
Premier Accounts Rec Total				1,693.63
Printelect	Electoral Printing	Ballot Print 03012016	03/07/2016	3,220.14
Printelect Total				3,220.14
Quarles Energy Servi	Maintenanc Mat&Sup	rm Quarles ACO lp gas	03/07/2016	302.10
Quarles Energy Servi	Maintenanc Heating	rm Quarles 129 Rams LP Gas	02/29/2016	381.84
Quarles Energy Servi Total				683.94
Quill Corporation	District C Mat&Sup	Acct C670997	02/23/2016	174.99
Quill Corporation	Finance Cen Purch	Acct C670997	03/08/2016	214.97
Quill Corporation	Finance Cen Purch	Acct C670997	03/08/2016	111.30
Quill Corporation Total				501.26
Rappahannock Electri	Maintenanc Electric	rm REC 101 Chalmers electric	03/07/2016	2,795.20
Rappahannock Electri	Maintenanc Electric	rm REC 100-102-104 N. Church St	03/07/2016	802.51
Rappahannock Electri	Maintenanc Electric	rm REC 1531 Sprinsberry electric bill	03/07/2016	350.31
Rappahannock Electri	Maintenanc Electric	rm REC 100-102-104 N. Church St	03/07/2016	4,157.06
Rappahannock Electri	Maintenanc Electric	rm REC 100-102-104 N. Church St	03/07/2016	1,007.66
Rappahannock Electri	Maintenanc Electric	rm REC 104 N. Electric Bill	03/07/2016	40.53
Rappahannock Electri	Maintenanc Electric	rm REC ACO electric bill	03/07/2016	423.93
Rappahannock Electri	Maintenanc Electric	rm REC 524 WW Rd electric bill	03/07/2016	140.63
Rappahannock Electri	Maintenanc Electric	rm REC Park,Rec,Soccer,Pool electric bill	03/07/2016	2,581.14
Rappahannock Electri	Maintenanc Electric	rm REC Park Pool Baseball electric bill	03/07/2016	66.93
Rappahannock Electri	Maintenanc Electric	rm REC Park,Rec,Soccer,Pool electric bill	03/07/2016	63.69
Rappahannock Electri	Maintenanc Electric	rm REC Park Pool Baseball electric bill	03/07/2016	25.56
Rappahannock Electri	Maintenanc Electric	rm REC Park,Rec,Soccer,Pool electric bill	03/07/2016	204.75
Rappahannock Electri	Maintenanc Electric	rm REC Park Pool Baseball electric bill	03/07/2016	17.88
Rappahannock Electri	Maintenanc Electric	rm REC Park,Rec,Soccer,Pool electric bill	03/07/2016	31.83
Rappahannock Electri	Maintenanc Electric	rm REC 313 E. Social S electric	03/07/2016	214.19
Rappahannock Electri	Maintenanc Electric	rm REC 311 E. Main SS electric bill	03/07/2016	960.78
Rappahannock Electri	Maintenanc Electric	rm REC 129 Ramsburg electric bill	03/07/2016	226.73
Rappahannock Electri	Maintenanc Electric	rm REC 101 Chalmers electric	03/07/2016	1,662.86
Rappahannock Electri Total				15,774.17
Republic Services	LitterCtrl CS	3-0976-4784245	01/31/2016	50.00
Republic Services	LitterCtrl CS	Acct 3-0976-4784245	02/26/2016	150.00
Republic Services	Maintenanc Maint Con	Acct 3-0976-0015268	02/26/2016	556.11
Republic Services Total				756.11
Rhodes, Clesta	Comm Atty Postal	Reimburse postage	03/18/2016	19.00
Rhodes, Clesta Total				19.00
Ricoh Usa	County Adm Maint Con	Contract 3981298	02/21/2016	288.09
Ricoh Usa	Registrar Maint Con	Contract 3981298	02/21/2016	33.49
Ricoh Usa	Plan Adm Maint Con	Contract 3981298	02/21/2016	194.29
Ricoh Usa	Coop Ext Maint Con	Contract 3981298	02/21/2016	154.11
Ricoh Usa Total				669.98
Riddleberger Bros	Maintenanc CS	rm RBI 101Chalm boiler 2 tripping on high limit	03/07/2016	195.31
Riddleberger Bros	Maintenanc CS	rm RBI 101 Chalmers replace regulating valve on bo	03/08/2016	488.09
Riddleberger Bros	Maintenanc CS	rm RBI 101 Chal AHU heat issues basement	03/08/2016	457.08
Riddleberger Bros	Maintenanc Mat&Sup	rm RBI Springsberry Generator cranck case heater r	03/04/2016	595.74
Riddleberger Bros	Maintenanc CS	rm RBI Rec Center RTU2 iginiton module	02/24/2016	744.00
Riddleberger Bros	Maintenanc CS	rm RBI 101Chalm boiler 2 tripping on high limit	03/07/2016	116.19
Riddleberger Bros	Maintenanc CS	rm RBI 101 Chalmers replace regulating valve on bo	03/08/2016	290.36
Riddleberger Bros	Maintenanc CS	rm RBI 101 Chal AHU heat issues basement	03/08/2016	271.92
Riddleberger Bros Total				3,158.69
Robert Gallagher	Electoral Board Fe	OOE 03012016	03/01/2016	115.00
Robert Gallagher Total				115.00
Robert Holcomb	Electoral Board Fe	CHIEF OOE 03012016	03/01/2016	165.00
Robert Holcomb	Electoral Mileage	CHIEF OOE 03012016	03/01/2016	28.13
Robert Holcomb Total				193.13
Robert Hornbaker	Electoral Board Fe	CHIEF OOE 03012016	03/01/2016	165.00
Robert Hornbaker	Electoral Mileage	CHIEF OOE 03012016	03/01/2016	7.72
Robert Hornbaker Total				172.72
Robin McFillen	Electoral Board Fe	OOE 03012016	03/01/2016	115.00

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Robin McFillen Total				115.00
Roseville Vet Hospit	AnimalCtrl CS	rm RVet ACO Rabies for Mr. Boyce	02/02/2016	16.25
Roseville Vet Hospit	AnimalCtrl CS	RVet ACO Hospitalization for a Cats feet	02/06/2016	774.73
Roseville Vet Hospit	AnimalCtrl CS	RVet ACO Clinic care on a wound ,medicine,collar	02/16/2016	181.13
Roseville Vet Hospit	AnimalCtrl CS	rm Rvet ACO Rabies for Alex	02/03/2016	16.25
Roseville Vet Hospit	AnimalCtrl CS	rm RVet ACO rabies for Skipper	02/16/2016	16.25
Roseville Vet Hospit	AnimalCtrl CS	rm RVet ACO rabies shot for Romeo	02/18/2016	16.25
Roseville Vet Hospit	AnimalCtrl CS	rm RVet ACO rabies shot for Annie	02/18/2016	16.25
Roseville Vet Hospit	AnimalCtrl CS	rm RVet ACO Rabies for Takarov	02/23/2016	16.25
Roseville Vet Hospit	AnimalCtrl CS	rm RVet ACO rabies shot for Korra & Albie	02/24/2016	32.50
Roseville Vet Hospit	AnimalCtrl Mat&Sup	rm RVet ACO Rabies shot for Pedro	02/11/2016	16.25
Roseville Vet Hospit Total				1,102.11
S. Richard Marks, II	Electoral Board Fe	OOE 03012016	03/01/2016	115.00
S. Richard Marks, II Total				115.00
Sandra Sowada	Electoral Board Fe	Chief OOE 03012016	03/01/2016	165.00
Sandra Sowada Total				165.00
Sara Mitchell	Electoral Board Fe	OOE 03012016	03/01/2016	75.00
Sara Mitchell Total				75.00
Schenck Foods Compan	Programs Mat&Sup	After School	03/08/2016	49.45
Schenck Foods Compan	Programs Mat&Sup	Snacks for Afterschool	03/15/2016	127.95
Schenck Foods Compan Total				177.40
Schoolsin	Programs Mat&Sup	Easel past due invoice	06/19/2015	259.95
Schoolsin Total				259.95
Secure Shred	Sheriff CS	Monthly Shredding	03/01/2016	25.00
Secure Shred Total				25.00
Shentel	IT Telephone	Dark Fiber lease	03/01/2016	1,980.00
Shentel Total				1,980.00
Shred-It	Com of Rev CS	Feb Shredding	02/09/2016	23.59
Shred-It	Com of Rev CS	shredding	03/08/2016	23.59
Shred-It	Treasurer CS	shredding services	03/08/2016	23.59
Shred-It Total				70.77
Solenberger	Maintenanc Mat&Sup	rm Solenb. Park , shop receptical supplies, pins H	03/17/2016	30.56
Solenberger	Maintenanc Mat&Sup	rm Solenb. Park , shop receptical supplies, pins H	03/17/2016	34.54
Solenberger Total				65.10
Susan D Nolan	Electoral Board Fe	CHIEF OOE 03012016	03/01/2016	165.00
Susan D Nolan	Electoral Mileage	CHIEF OOE 03012016	03/01/2016	5.45
Susan D Nolan Total				170.45
Susan David	Electoral Board Fe	IE 03012016	03/01/2016	115.00
Susan David Total				115.00
Susan M. Novotny	Electoral Board Fe	OOE 03012016	03/01/2016	115.00
Susan M. Novotny Total				115.00
Thomas Perry	Programs Refunds	Refund	03/16/2016	24.00
Thomas Perry Total				24.00
Timothy Julius	Electoral Board Fe	OOE 03012016	03/01/2016	115.00
Timothy Julius Total				115.00
Tire World	Sheriff Mat&Sup	Tires	03/04/2016	233.52
Tire World Total				233.52
Treasurer Of Virgini	Sheriff Clothing	Calibration 10 / 12	03/17/2016	31.74
Treasurer Of Virgini	Exam&Bury CS	Medical exam	03/09/2016	20.00
Treasurer Of Virgini	Exam&Bury CS	Medical Exam	02/24/2016	20.00
Treasurer Of Virgini	Programs Due & Memb	After school license 2016	03/03/2016	105.00
Treasurer Of Virgini Total				176.74
Turkel, Jon	Plan Com Board Fe	Attd @ PC Mar mtgs	03/08/2016	100.00
Turkel, Jon Total				100.00
Tyler Business Forms	Materials and Supplies	Check Stock	03/11/2016	54.60
Tyler Business Forms Total				54.60
Tyler Technologies	ERP Sys CS	E. Maxted training Feb 16-17	02/24/2016	1,524.26
Tyler Technologies	ERP Sys CS	General Billing forms library	02/29/2016	600.00
Tyler Technologies	ERP Sys CS	Application services	03/01/2016	434.00
Tyler Technologies	ERP Sys CS	H. Fenders Feb 22-25/Z. Hermann Mar 1-3	03/09/2016	3,750.40
Tyler Technologies	ERP Sys CS	E. Maxted H. Fenders Mar 9-11	03/16/2016	1,586.25
Tyler Technologies Total				7,894.91
University Of Virgin	Treasurer Travel	TAV Spring District Mtg (Liz Collins)	03/14/2016	80.00

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University Of Virgin Total				80.00
US Postmaster	Comm Atty Postal	Please send check to C Rhodes to purchase postage	03/18/2016	130.00
US Postmaster Total				130.00
USDA Rural Develop	RDA JGC Principal	March 2016 Debt Svc Pymt - Joint Gov Center	03/16/2016	7,702.33
USDA Rural Develop	RDA JGC Interest	March 2016 Debt Svc Pymt - Joint Gov Center	03/16/2016	13,272.67
USDA Rural Develop Total				20,975.00
Valley Health	EMS Mat&Sup	WMC Supply Invoice Feb 2016	03/03/2016	878.83
Valley Health Total				878.83
Verizon	County Adm Telephone	Phone bill	02/26/2016	11.25
Verizon	Com of Rev Telephone	Phone bill	02/26/2016	7.50
Verizon	Treasurer Telephone	Phone bill	02/26/2016	3.75
Verizon	IT Telephone	High Speed Internet/IP Address	02/24/2016	219.99
Verizon	IT Telephone	Phone bill	02/26/2016	188.77
Verizon	Registrar Telephone	Phone bill	02/26/2016	3.75
Verizon	District C Telephone	Phone bill	02/26/2016	47.57
Verizon	J&D Court Telephone	Phone bill	02/26/2016	45.71
Verizon	Clk of CC Telephone	Phone bill	02/26/2016	74.63
Verizon	Comm Atty Telephone	Phone bill	02/26/2016	11.25
Verizon	Sheriff Telephone	Phone bill	02/26/2016	131.67
Verizon	Communicat Telephone	911 phone bill	03/01/2016	1,041.28
Verizon	Communicat Telephone	Phone bill	02/26/2016	118.10
Verizon	Communicat Telephone	radio tower phone	03/01/2016	45.10
Verizon	EMS Telephone	Phone bill	02/26/2016	41.22
Verizon	Probation Telephone	Phone bill	02/26/2016	3.75
Verizon	Bldg Insp Telephone	Phone bill	02/26/2016	7.50
Verizon	AnimalCtrl Telephone	Phone bill	02/26/2016	34.78
Verizon	Maintenanc Telephone	Phone bill	02/26/2016	34.78
Verizon	Parks Adm Telephone	Phone bill	02/26/2016	57.57
Verizon	Plan Adm Telephone	Phone bill	02/26/2016	18.75
Verizon	Coop Ext Telephone	Phone bill	02/26/2016	3.75
Verizon	VictimWit Telephone	Phone bill	02/26/2016	3.75
Verizon	Finance Telephone	Phone bill	02/26/2016	99.70
Verizon Total				2,255.87
VITA	BoS Telephone	Telephone January 2016	02/26/2016	0.76
VITA	County Adm Telephone	Telephone January 2016	02/26/2016	2.87
VITA	Com of Rev Telephone	Telephone January 2016	02/26/2016	3.93
VITA	Treasurer Telephone	Telephone January 2016	02/26/2016	5.25
VITA	IT Telephone	Telephone January 2016	02/26/2016	772.82
VITA	Registrar Telephone	Telephone January 2016	02/26/2016	4.57
VITA	District C Telephone	Telephone January 2016	02/26/2016	107.09
VITA	J&D Court Telephone	Telephone January 2016	02/26/2016	8.76
VITA	Clk of CC Telephone	Telephone January 2016	02/26/2016	2.86
VITA	Comm Atty Telephone	Telephone January 2016	02/26/2016	3.02
VITA	Sheriff Telephone	Telephone January 2016	02/26/2016	14.07
VITA	Communicat Telephone	Telephone January 2016	02/26/2016	768.76
VITA	EMS Telephone	Telephone January 2016	02/26/2016	1.87
VITA	Probation Telephone	Telephone January 2016	02/26/2016	0.02
VITA	Bldg Insp Telephone	Telephone January 2016	02/26/2016	10.10
VITA	AnimalCtrl Telephone	Telephone January 2016	02/26/2016	2.41
VITA	Maintenanc Telephone	Telephone January 2016	02/26/2016	2.15
VITA	Parks Adm Telephone	Telephone January 2016	02/26/2016	24.83
VITA	Plan Adm Telephone	Telephone January 2016	02/26/2016	15.40
VITA	Coop Ext Telephone	Telephone January 2016	02/26/2016	4.45
VITA	VictimWit Telephone	Telephone January 2016	02/26/2016	6.42
VITA	Finance Telephone	Telephone January 2016	02/26/2016	0.56
VITA	Telephone	Telephone January 2016	02/26/2016	319.26
VITA Total				2,082.23
Wage Works	Finance Flex Rmb	Daily Flex Settlement	03/09/2016	153.56
Wage Works	Finance Flex Rmb	Daily flex settlement	03/30/2016	857.34
Wage Works	Finance Flex Rmb	Daily flex settlement	03/01/2016	1,147.73
Wage Works	Finance Flex Rmb	Daily flex settlement	03/02/2016	266.08
Wage Works	Finance Flex Rmb	Daily flex settlement	03/03/2016	320.07
Wage Works	Finance Flex Rmb	Daily flex settlement	03/04/2016	663.43

**Clarke County
Invoice History Report
March 31, 2016**

VENDOR NAME	ACCOUNT DESC	FULL DESC	INVOICE DATE	AMOUNT
Wage Works	Finance Flex Rmb	Daily cash settlement	03/07/2016	1,447.17
Wage Works	Finance Flex Rmb	Daily flex settlement	03/08/2016	44.05
Wage Works	Finance Flex Rmb	Daily flex settlement	03/10/2016	596.32
Wage Works	Finance Flex Rmb	Daily flex settlement	03/11/2016	57.50
Wage Works	Finance Flex Rmb	Daily flex settlement	03/14/2016	126.24
Wage Works	Finance Flex Rmb	Daily flex settlement	03/15/2016	292.57
Wage Works	Finance Flex Rmb	Daily flex settlement	03/16/2016	325.00
Wage Works	Finance Flex Rmb	Daily flex settlement	03/17/2016	408.48
Wage Works	Finance Flex Rmb	Daily flex settlement	03/18/2016	642.76
Wage Works	Finance Flex Rmb	Daily flex settlement	03/21/2016	18.96
Wage Works	Finance Flex Rmb	Daily Flex Settlement	03/22/2016	942.52
Wage Works	Finance Flex Rmb	Daily Flex Settlement	03/23/2016	125.63
Wage Works	Finance Flex Rmb	Daily Flex Settlement	03/25/2016	79.00
Wage Works	Finance Flex Rmb	Daily Flex Settlement	03/28/2016	163.15
Wage Works	Finance Flex Rmb	Daily flex settlement	03/29/2016	37.93
Wage Works	Finance Flex Rmb	Daily flex settlement	03/31/2016	90.00
Wage Works Total				8,805.49
Walmart	Rec Center Mat&Sup	supplies	03/03/2016	10.98
Walmart	Rec Center Resale Sup	supplies	03/03/2016	145.43
Walmart	Programs Mat&Sup	supplies	03/03/2016	170.31
Walmart Total				326.72
Washington Gas	Maintenanc Heating	rm WGas 101 Chalmers heating fuel	03/16/2016	713.24
Washington Gas	Maintenanc Heating	rm WGas 100N. C heating fuel	03/16/2016	146.34
Washington Gas	Maintenanc Heating	rm WGas 104 N heating fuel	03/16/2016	604.60
Washington Gas	Maintenanc Heating	rm WGas Rec Center heating fuel	03/17/2016	511.75
Washington Gas	Maintenanc Heating	rm WGas 101 Chalmers heating fuel	03/16/2016	424.31
Washington Gas Total				2,400.24
Willis Nelson	Electoral Board Fe	OOE 03012016	03/01/2016	105.00
Willis Nelson Total				105.00
Winchester Equipment	Maintenanc Mat&Sup	rm Win Equip Park Maint Gator repairs	03/21/2016	764.07
Winchester Equipment Total				764.07
Winchester Printers	Dev Rights CS	CEA Winter '16 newsltr	03/29/2016	575.00
Winchester Printers Total				575.00
Winchester Regional	Airport EntityGift	FY 16 3rd Qtr Civic Contribution	02/29/2016	625.00
Winchester Regional Total				625.00
Winchester Star	BoS Advertising	lbw PH 16-02 thru PH 16-07 for 02-16-2016	02/29/2016	829.40
Winchester Star	Parks Adm Advertise	Summer Employment Ad	02/27/2016	266.00
Winchester Star	Parks Adm Advertise	Ad for CCPRD Shelter	02/29/2016	143.00
Winchester Star	Outbldg Rprs Grnwy Ct Advertis	Ad for Greenway Court Rehabilitation	01/31/2016	200.20
Winchester Star Total				1,438.60
York, Robin	HstPrvCom Board Fe	Attd @ HPC 3-17-16 mtg	03/21/2016	25.00
York, Robin Total				25.00
Zimbra Inc	Technology SW/OL Content	Zimbra Software Support	01/07/2016	1,039.50
Zimbra Inc Total				1,039.50
Grand Total				155,291.63

Clarke Co. **Reconciliation of Appropriations** Year Ending June 30, 2016

05-Apr-16

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
04/14/15 Appropriations Resolution: Total	40,380,859	9,198,683	1,445,745	972,948	21,537,710	820,245	735,930	852,000	345,700	3,846,945	577,953	30,000	17,000
<i>Adjustments:</i>													
5/19/2015 Hurricane Sandy Grant (Greenway Court)							70,000						
7/13/2015 Regional Jail Salaries (reduce gov savings)		5,346											
8/18/2015 All Good Festival (Sheriff)		15,000											
11/17/2015 Greenhaugh Easement Purchase Parks Shelter Project (act when funds received)							25,000					200,000	
1/19/2016 FY 15 School Operating Carryover								1,102,936					
1/19/2016 Dorsch Scholarship								39,585					
2/16/2016 Tavenner Conservation Easement												40,000	
3/15/2016 Victim Witness Grant Adjustments		6,029											
3/15/2016 Sheriffs Insurance Claims		5,859											
3/15/2016 Tourism Signs		-10,000					20,000						
4/19/2016 Greenway Court							33,900						
Revised Appropriation	41,934,514	9,220,917	1,445,745	972,948	21,537,710	820,245	884,830	1,994,521	345,700	3,846,945	577,953	270,000	17,000
Change to Appropriation	1,553,655	22,234	0	0	0	0	148,900	1,142,521	0	0	0	240,000	0
Original Revenue Estimate	15,612,858	3,057,863	981,846	499,836	9,773,670	819,280	145,067	154,000		173,296	3,000	5,000	0
<i>Adjustments:</i>													
5/19/2015 Hurricane Sandy Grant (Greenway Court)							70,000						
5/19/2015 Correct Food Service Revenue Estimate						965							
8/18/2015 All Good Festival (Sheriff)		15,000											
11/17/2015 Greenhaugh Easement Purchase (VDACS)												100,000	
11/17/2015 Greenhaugh Easement Purchase (Easement FB) Parks Shelter Project (Rotary Donation)							25,000					100,000	
1/19/2016 Dorsch Scholarship								39,585					
2/16/2016 Tavenner Conservation Easement: VDACS												20,000	
2/16/2016 Tavenner Conservation Easement: CE Fnd Bal												20,000	
3/15/2016 Victim Witness Grant Adjustments		6,029											
3/15/2016 Sheriffs Insurance Claims		5,859											
3/15/2016 Tourism Signs:Berryville 5K; Barns 5K							10,000						
4/19/2016 Greenway Court Commonwealth							23,900						
4/19/2016 Greenway Court Foundation							10,000						
Revised Revenue Estimate	16,059,196	3,084,751	981,846	499,836	9,773,670	820,245	283,967	193,585	0	173,296	3,000	245,000	0
Change to Revenue Estimate	446,338	26,888	0	0	0	965	138,900	39,585	0	0	0	240,000	0
Original Local Tax Funding	24,768,001	6,140,820	463,899	473,112	11,764,040	965	590,863	698,000	345,700	3,673,649	574,953	25,000	17,000
Revised Local Tax Funding	25,875,318	6,136,166	463,899	473,112	11,764,040	0	600,863	1,800,936	345,700	3,673,649	574,953	25,000	17,000
Change to Local Tax Funding	1,107,317	-4,654	0	0	0	-965	10,000	1,102,936	0	0	0	0	0

Title: General Fund Balance

Source: Clarke County Joint Administrative Services

<u>Prior Titles</u>	<u>Prior</u>	<u>Current</u>
General Fund Balance Year End FY 14	13,636,042	13,636,042
Expenditure FY 15	(27,155,570)	(27,155,570)
Revenue FY 15	27,118,433	27,118,433
General Fund Balance Year End FY 15	13,598,905	13,598,905
 <u>Designations</u>		
Liquidity Designation @ 12% of FY 16 Budgeted Operating Revenue	(\$3,278,655)	(\$3,278,655)
Stabilization Designation @ 3% of FY 16 Budgeted Operating Revenue	(819,664)	(819,664)
Continuing Local GF Appropriations for Capital Projects	(2,497,453)	(2,497,453)
School Capital/Debt	(1,250,000)	(1,250,000)
Government Construction/Debt	(600,578)	(600,578)
Property Acquisition	(265,000)	(265,000)
Conservation Easements from Government Savings	(153,462)	(153,462)
Community Facilities	(\$156,000)	(\$156,000)
Comprehensive Services Act Shortfall	(240,724)	(240,724)
Parks Master Plan	(100,000)	(100,000)
School Operating Carryover	-	-
Government Carryover Requests from Government Savings	(500,000)	(500,000)
Energy Efficiency	(50,000)	(50,000)
Data and Communications Technology	(128,000)	(128,000)
Recycling and Convenience Center	(814,336)	(814,336)
Regional Jail Capital Needs	(100,000)	(100,000)
Vehicle Replacements	(59,000)	(59,000)
Landfill costs	(50,000)	(50,000)
Leave Liability	(75,000)	(75,000)
Economic Development	(200,000)	(200,000)
CCSA Sewer Fund Shortfall	(150,000)	(150,000)
FY 16 Original Budget Surplus (Deficit)	(503,716)	(503,716)
TOTAL Designations	(11,991,588)	(11,991,588)
FY 16 Expenditure Supplemental	(1,519,755)	(1,553,655)
FY 16 Revenue Supplemental	412,438	446,338
Undesignated	500,000	500,000

Clarke County
YTD Budget Report
March 31, 2016

FUNCTION	ORG	OBJ	PROJ	ACCOUNT DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	YTD EXPENDED	MTD EXPENDED	ENC/REQ	AVAILABLE BUDGET	% USED
81510 Total	Office of Economic Development				109,544	99,544	32,674.76	3,956.84	218.66	66,650.58	33.04
81530	10000620	5600		SmallBusDv EntityGift	1,500	1,500	1,500.00	0.00	0.00	0.00	100.00
81530 Total	Small Business Dev Center				1,500	1,500	1,500.00	0.00	0.00	0.00	100.00
81540	10000630	5600		Blandy EntityGift	3,000	3,000	3,000.00	0.00	0.00	0.00	100.00
81540 Total	Blandy Experimental Farm				3,000	3,000	3,000.00	0.00	0.00	0.00	100.00
81800	10000640	3000		HstPrvCom CS	6,000	6,000	4,675.00	1,045.00	0.00	1,325.00	77.90
81800	10000640	3160		HstPrvCom Board Fe	1,000	1,000	575.00	125.00	0.00	425.00	57.50
81800	10000640	3600		HstPrvCom Advertise	300	300	368.20	25.00	0.00	-68.20	122.70
81800	10000640	5210		HstPrvCom Postal	200	200	0.00	0.00	0.00	200.00	0.00
81800	10000640	5500		HstPrvCom Travel	500	500	0.00	0.00	0.00	500.00	0.00
81800 Total	Historic Preservation Comm				8,000	8,000	5,618.20	1,195.00	0.00	2,381.80	70.23
81910	10000650	5600		NSVRC EntityGift	7,329	7,329	7,328.69	0.00	0.00	0.31	100.00
81910 Total	Northern Shen Valley Reg Comm				7,329	7,329	7,328.69	0.00	0.00	0.31	100.00
82210	10000660	3000		Water Qual CS	30,000	30,000	15,000.00	0.00	7,500.00	7,500.00	75.00
82210 Total	Water Quality Management				30,000	30,000	15,000.00	0.00	7,500.00	7,500.00	75.00
82220	10000670	5600		FriendShen EntityGift	3,000	3,000	3,000.00	0.00	0.00	0.00	100.00
82220 Total	Friends of the Shenandoah				3,000	3,000	3,000.00	0.00	0.00	0.00	100.00
82230	10000680	3160		BrdSepApp Board Fe	200	200	75.00	0.00	0.00	125.00	37.50
82230	10000680	3600		BrdSepApp Advertise	500	500	286.00	0.00	0.00	214.00	57.20
82230	10000680	5210		BrdSepApp Postal	20	20	0.00	0.00	0.00	20.00	0.00
82230 Total	Board of Septic Appeals				720	720	361.00	0.00	0.00	359.00	50.14
82400	10000690	5600		LF S&W EntityGift	5,000	5,000	5,000.00	0.00	0.00	0.00	100.00
82400 Total	LF Soil & Water Cons Dist				5,000	5,000	5,000.00	0.00	0.00	0.00	100.00
82600	10000700	1300		Biosolids PT Sal	12,228	12,228	3,566.38	0.00	0.00	8,661.62	29.20
82600	10000700	2100		Biosolids FICA	936	936	272.83	0.00	0.00	663.17	29.10
82600	10000700	2700		Biosolids WC	143	143	189.40	0.00	0.00	-46.40	132.40
82600	10000700	5510		Biosolids Mileage	1,152	1,152	831.04	0.00	0.00	320.96	72.10
82600 Total	Bio-solids Application				14,459	14,459	4,859.65	0.00	0.00	9,599.35	33.61
83100	10000710	3000		Coop Ext CS	100	100	0.00	0.00	0.00	100.00	0.00
83100	10000710	3320		Coop Ext Maint Con	500	500	547.38	154.11	118.50	-165.88	133.20
83100	10000710	3841		Coop Ext VPI Agent	37,036	37,036	18,201.41	0.00	0.00	18,834.59	49.10
83100	10000710	5210		Coop Ext Postal	600	600	475.99	0.00	0.00	124.01	79.30
83100	10000710	5230		Coop Ext Telephone	500	500	86.48	8.20	0.00	413.52	17.30
83100	10000710	5810		Coop Ext Due & Memb	0	130	130.00	0.00	0.00	0.00	100.00
83100	10000710	6000		Coop Ext Mat&Sup	2,000	1,870	309.32	12.88	0.00	1,560.68	16.50
83100 Total	Cooperative Extension Program				40,736	40,736	19,750.58	175.19	118.50	20,866.92	48.78
83400	10000720	5600		4-H Center EntityGift	2,300	2,300	2,300.00	0.00	0.00	0.00	100.00
83400 Total	4-H Center				2,300	2,300	2,300.00	0.00	0.00	0.00	100.00
91600	10000730	1000		Reserve Personal	132,000	131,778	0.00	0.00	0.00	131,778.00	0.00
91600	10000730	3140		Reserve Eng & Arch	15,000	0	0.00	0.00	0.00	0.00	0.00
91600	10000730	3150		Reserve Legal S	20,000	19,400	0.00	0.00	0.00	19,400.00	0.00
91600	10000730	8000		Reserve CO	15,000	3,306	0.00	0.00	0.00	3,306.00	0.00
91600 Total	Contingency Reserves				182,000	154,484	0.00	0.00	0.00	154,484.00	0.00
Grand Total					9,198,683	9,221,517	6,513,460.18	514,236.92	1,417,628.68	1,290,428.14	86.01

March 28, 2016

Joint Administrative Services Board
Regular Meeting

1:00 pm

At a regular meeting of the Joint Administrative Services Board held on Monday, March 28, 2016 at 1:00 pm in the Meeting Room AB, Berryville Clarke County Government Center, 101 Chalmers Court, 2nd Floor, Berryville, Virginia.

Members Present

David Ash, Chuck Bishop, Sharon Keeler, Chip Schutte, David Weiss

Members Absent

None

Staff Present

Tom Judge, Gordon Russell

Others Present

None

1. Call To Order - Determination of Quorum

At 1:02 pm, David Weiss called the meeting to order having determined that a quorum was present.

2. Approval of Minutes

Chuck Bishop, seconded by Chip Schutte, moved to approve the February 22, 2016 minutes as presented. The motion carried by the following vote:

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

3. ERP

a. ERP status report

Tom Judge reviewed the status report below.

<u>Category</u>	<u>Module</u>	<u>Status</u>	<u>Notes</u>
F	General Ledger	Done	
F	Budget Management	Done	
F	Accounts Payable	Done	
F	Fixed Assets	Done	Outreach needed
F	Project & Grant Accounting	Done	Outreach needed
F	Student Activity Fund Accounting	Done	
F	Vendor Self Service	Done	Slow rollout underway
H	HR Management	Done	Circle back needed
H	Payroll	Done	
H	Applicant Tracking	Incomplete	Setup and Training done; not implemented.
H	Employee Self Service	Incomplete	About one-third of employees now have access
P	eProcurement	Delayed	Questions raised about value added
P	Cash Management	Done	Circle back needed
P	Contract Management	Done	Outreach needed
P	Inventory	Done	
P	Purchasing	Done	
R	Maplink GIS Integration	Delayed	Questions raised about value added
R	Accounts Receivable	Done	Setup to continue during Utility/Tax
R	General Billing	Done	Setup to continue during Utility/Tax
R	Cashiering	Done	Setup to continue during Utility/Tax
R	Permits and Code Enforcement	Go Live April 10	
R	Utility Billing	Go Live July	Accelerated from October
R	CAMA bridge	July kickoff	But question regarding assessment software
R	Tax Billing	July kickoff	
R	Virginia Income Tax	July kickoff	
Z	Reporting	Done	Outreach needed
Z	Content Manager (documents)	Done	Decision on Enterprise edition in future
Z	Citizen Self Service	Go Live April 10	Slow rollout planned

- Gordon Russell suggested delaying for a year implementation of Maplink GIS Integration.
- Permits and Code Enforcement:
 - Gordon Russell is developing the central property file, which is a major component of the permits and code enforcement module.
 - In Munis, one of the more difficult conversion aspects is entering the second owner name on a separate line in the central property file.
- Mike Legge supports acceleration of the utility billing module. Once implemented, this will reduce the number of systems used in the Treasurer’s office.
- CAMA Bridge: Need to review the array of reassessment software.
- Tax Billing:

- Tom Judge has not yet begun scheduling.
- Sharon Keeler requested that Tyler work with her office during set up and training schedule development.
- Sharon Keeler reminded that the Treasurer's Office could not be closed for training.
- Reporting: Joint Administrative Services may create several reports to increase awareness and generate use.

b. Customer ID issue

- Item not discussed.

c. Citizen Self-Service

- Tom Judge suggested that Sharon Keeler, "citizen one", test this segment.

d. Permits and Code Enforcement Timing Issues

- Issues may become more apparent over time.
- Anticipate lag time between disparate systems / departments.
- Starting point forward without import of current and historical data.

e. Online payment convenience fee

- By consensus, the Board agreed to continue assessing online payment convenience fee.

f. Social Services AP integration

- Need to move forward and select an implementation date.
- Tom Judge was asked to address ways to suppress confidential personal information displayed on invoices processed by Social Services.

4. Joint Administrative Services 2017 Budget

The advertised budget reflects a salary increase of 3% as opposed to 4%, and a health insurance rate of 8.1 % as opposed to 10%.

Tom Judge briefly covered the above listed adjustments.

5. Set Next Meeting

The next regularly scheduled meeting is set for Monday, April 25, 2016.

6. Adjournment

Being no further business, at 2:15 pm, **Chip Schutte, seconded by David Ash, moved to adjourn the meeting. The motion carried by the following vote:**

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

Minutes Recorded and Transcribed by Lora B. Walburn

Clarke County Board of Supervisors

Government Projects Update

Clarke County Board of Supervisors

Miscellaneous Items

Board of Supervisors
Summary of Required Actions Status Report

<i>Meeting/Letter Date</i>	<i>Item</i>	<i>Description</i>	<i>Responsibility</i>	<i>Status</i>	<i>Date Complete</i>
3/15/2016	1961	Process approved minutes.	Lora B. Walburn	Complete	3/17/2016
3/15/2016	1962	Update appointment database and process appointments.	Lora B. Walburn	Complete	3/21/2016
3/15/2016	1963	Process public hearing notice for FY2017 budget and CY2016 tax rate.	Tom Judge	Complete	3/29/2016
3/15/2016	1964	Review, approve and execute business supplement order agreement with Virginia Logos, L.L.C.	David Ash	Agreement revised and rcvd 3/25	4/1/2016
3/15/2016	1965	Execute Artisan Center Agreement.	David Ash	Complete	3/15/2016

Clarke County Board of Supervisors

Board Member Committee Status Reports

Clarke County Board of Supervisors

Closed Session [*as necessary*]

Clarke County Board of Supervisors

Adjournment

Clarke County Board of Supervisors

Monthly Reports:

- 1. Building Department**
- 2. Commissioner of the Revenue**
- 3. Fire & EMS**
- 4. Handley Regional Library**
- 5. Virginia Regional Transit**

RESIDENTIAL CONSTRUCTION

NEW SINGLE FAMILY

Owner/Address	Description/Parcel ID	Estimated Value
RICHMOND AMERICAN HOMES OF VIRGINIA, INC. 794 MCGUIRE CIRCLE, BERRYVILLE 22611	NEW RESIDENCE SINGLE 14C 1 54	342,145
RICHMOND AMERICAN HOMES OF VIRGINIA 780 MCGUIRE CIRCLE BERRYVILLE 22611	NEW RESIDENCE SINGLE 14C 1 51	350,807
HURTADO, PEDRO 15 S. GREENWAY AVE. BOYCE 22620	NEW RESIDENCE SINGLE 21A1 A 91	340,639
RICHMOND AMERICAN HOMES OF VIRGINIA, INC. 769 MCGUIRE CIRCLE BERRYVILLE 22611	NEW RESIDENCE SINGLE 14C 1 15	475,626
RICHMOND AMERICAN HOMES OF VIRGINIA, INC. 779 MCGUIRE CIRCLE BERRYVILLE, VA 22611	NEW RESIDENCE SINGLE 14C 1 17	402,827
RICHMOND AMERICAN HOMES OF VIRGINIA, INC. 766 MCGUIRE CIRCLE BERRYVILLE 22611	NEW RESIDENCE SINGLE 14C 1 48	456,391
RICHMOND AMERICAN HOMES OF VIRGINIA, INC. 790 MCGUIRE CIRCLE BERRYVILLE 22611	NEW RESIDENCE SINGLE 14C 1 53	526,155
RICHMOND AMERICAN HOMES OF VIRGINIA, INC. 783 MCGUIRE CIRCLE, BERRYVILLE 22611	NEW RESIDENCE SINGLE 14C 1 18	385,994
ALIVETO, FRANK & BETH 185 GRANDDADDY LANE, BERRYVILLE 22611	NEW RESIDENCE SINGLE 12A 33C	372,199
BERNHARDT, KIM M. 509 PINE GROVE RD. BLUEMONT 20135	MODULAR/MANUFACTURED 26 A 28	322,366
RICHMOND AMERICAN HOMES OF VIRGINIA, INC. 791 MCGUIRE CIRCLE BERRYVILLE 22611	NEW RESIDENCE SINGLE 14C 1 20	514,561
TOTALS:	11	4,489,710
TOTAL NEW RESIDENTIAL CONSTRUCTION:	11	4,489,710

RESIDENTIAL RENOVATIONS

Owner/Address	Description/Parcel ID	Estimated Value
ROHDE, HAROLD 114 SMITH ST. BERRYVILLE 22611	REMODEL-MINIMUM FEE 14A1 A 12	36,750
TOMBERLIN, GUY 1358 EBENEZER RD. BLUEMONT 20135	REMODEL-MINIMUM FEE 25 A 19A	19,200
LEEDY, WILLAIM 554 LORD FAIRFAX HWY., BERRYVILLE 22611	REMODEL-MINIMUM FEE 9 A 55	12,600
JACKSON, JEFF 87 RIVER PARK LANE, BLUEMONT 20135	ADDITION/REMODEL SINGLE 32A 1 5	144,191

BURNS, JASON 241 EBENEZER RD. BLUEMONT 20135	ADDITION/REMODEL SINGLE 26 A 104	50,000
NAECKER, LOUIS T. 604 PENDER CT., BERRYVILLE 22611	REMODEL-MINIMUM FEE 14A713 246	10,000
REID, DANIEL AND PEGGY 107 LINCOLN AVE. BERRYVILLE 22611	REMODEL-MINIMUM FEE 14A8 3 112	4,300
SINGHASS, C. E. 259 LINDEY LANE, BERRYVILLE, VA 22611	REMODEL-MINIMUM FEE 14 A 59	25,000
FREDRICKSON, NORMA & NED 318 S. BUCKMARSH ST., BERRYVILLE 22611	REMODEL-MINIMUM FEE 14A5 A 48	9,500
KOYSH, SCOTT 5 ROCKCROFT DRIVE, BERRYVILLE 22611	ADD/REM RESIDENCE SINGLE 14A2 3 11	24,983
TOTALS:	10	336,524

OTHER BUILDING PERMITS

Owner/Address	Description/Parcel ID	Estimated Value
MICKLE, JOHN 401 HERMITAGE BLVD. BERRYVILLE 22611	DECK/PORCH	6,600
ROSENBERG, KEN 505 BURWELL CT. BERRYVILLE 22611	DECK/PORCH	8,100
Rankin, John-Paul 1370 Senseny Rd. Berryville 22611	DECK/PORCH	7,680
PENCE, STEVE & JOELLE 196 AMERICA LANE, BLUEMONT 20135	LAND DISTURBANCE PERMIT	0
LONG BRANCH HISTORIC HOUSE AND FARM 830 LONGBRANCH LANE, BOYCE 22620	TENTS OVER 900'	0
KUNKEL, KELLY & CRAIG 230 HUNTING RIDGE LANE BERRYVILLE 22611	RELINE CHIMNEY	5,000
PHILLIP SWING TRUSTEE 134 MOUNT CARMEL RD. PARIS 20130	COMMERCIAL ACCESSORY	10,000
MAPLES, CARL 207 SWAN AVE. BERRYVILLE 22611	DECK/PORCH	11,850
REID, DANIEL & PEGGY 107 LINCOLN AVE. BERRYVILLE 22611	DECK/PORCH	19,200
ST. BRIDGETS CHURCH 1020 W. MAIN ST. BERRYVILLE 22611	LAND DISTURBANCE PERMIT	0
TOTALS:	10	68,430

DEMOLITION PERMIT

Owner/Address	Description/Parcel ID	Estimated Value
TOTALS:	0	0

TOTAL # OF BUILDING PERMITS / VALUE:	31	4,894,664
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CERTIFICATES OF OCCUPANCY

DATE ISSUED	ADDRESS	TYPE
3/07/2016	244 SUNNY CANYON LANE, BOYCE 22620	PERMANENT
3/11/2016	395 LINDEY LANE, BERRYVILLE 22611	PERMANENT
3/15/2016	2770 RED GATE RD., WHITE POST, VA 22663	PERMANENT
3/25/2016	509 BURWELL CT. BERRYVILLE, VA 22611	PERMANENT
3/29/2016	315 CALMES NECK LANE, BOYCE 22620	PERMANENT

TOTAL PERMIT & INSPECTION FEES COLLECTED:	29,404.70
TOTAL OTHER REVENUE COLLECTED:	0.00
STATE SURCHARGE COLLECTED: COLLECTED:	534.09

TOTAL REVENUE COLLECTED:	29,938.79
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OTHER PERMITS ISSUED:

TYPE	RES	COMM	FEES	VALUE
ELECTRICAL PERMIT	25	0	1,140.00	0
GAS PERMIT	10	0	400.00	0
MECHANICAL PERMIT	17	0	640.00	10,000
PLUMBING PERMIT	20	0	750.00	0
TOTALS:	72	0	2,930.00	10,000

PROJECT CODE RECAP

PERMITS BY TYPE	# OF PERMITS	ESTIMATED VALUE
ADDITION/REMODEL SINGLE FAMILY	2	194,191
ADD/REM RESIDENCE SINGLE GARA	1	24,983
COMMERCIAL ACCESSORY STRUCTURE	1	10,000
DECK/PORCH	5	53,430
ELECTRIC PERMITS	25	0
GAS PERMITS	10	0
LAND DISTURBANCE PERMIT	2	0
MECHANICAL PERMITS	17	10,000
MODULAR/MANUFACTURED HOME	1	322,366
NEW RESIDENCE SINGLE FAMILY	10	4,167,344
PLUMBING PERMITS	20	0
RELINE CHIMNEY	1	5,000
REMODEL-MINIMUM FEE (RES)	7	117,350
TENTS OVER 900'	1	0
TOTALS	103	4,904,664

PERMITS BY AREA

DESCRIPTION	# OF PERMITS	ESTIMATED VALUE
GREENWAY DISTRICT	1	0
CHAPEL DISTRICT	11	536,390
BATTLETOWN DISTRICT	22	421,566
LONGMARSH DISTRICT	9	20,280
BERRYVILLE DISTRICT	53	3,549,039
BOYCE DISTRICT	4	340,639
TOTALS	100	4,867,914

INSPECTIONS BY TYPE

PERMIT TYPE	# OF INSPECTIONS	RES	COMM
BUILDING PERMIT	67	62	5
ELECTRICAL PERMIT	44	37	7
GAS PERMIT	16	16	0
EROSION CONTROL PERMIT	2	0	2
MECHANICAL PERMIT	21	18	3
PLUMBING PERMIT	23	23	0
TOTALS	173	156	17

Building Dept. - Clarke County
New Single Family Dwellings 2016

	Battletown	Berryville	Boyce	Chapel	Greenway	Longmarsh	TOTAL	COMMENTS			
January							0				
February				1			1				
March	1	8	1	1			11				
April											
May											
June											
July											
August											
September											
October											
November											
December											
TOTAL	1	8	1	2			12				

INSPECTIONS COMPLETED FROM: 3/01/2016 to 3/31/2016

DATE INSP	PERMIT #/INSP #	ADDRESS		INSPECTOR	RESULTS	REINSPECTION?
3/01/2016	E-16-160054-001	CALMES NECK LANE, BOYCE	4065	JHR	A	N/A
3/01/2016	B-15-150541-002	SENSENY RD. BERRYVILLE	4288	JHR	A	N/A
3/01/2016	E-15-150234-005	CASTLEMAN RD. BERRYVILLE		JHR	A	N/A
3/01/2016	E-15-150541-002	SENSENY RD. BERRYVILLE	4288	JHR	A	N/A
3/01/2016	G-16-160055-002	CALMES NECK LANE, BOYCE	4065	JHR	A	N/A
3/01/2016	B-15-150302-008	MOSBY BLVD. BERRYVILLE	406	JHR	A	N/A
3/01/2016	E-15-150234-003	CASTLEMAN RD. BERRYVILLE		JHR	A	N/A
3/01/2016	E-15-150234-004	CASTLEMAN RD. BERRYVILLE		JHR	A	N/A
3/02/2016	E-15-150435-002	WRIGHTS MILL RD., BERRYVILLE		JHR	A	N/A
3/02/2016	M-16-160088-001	TILTHAMMER MILL RD., BOYCE	698	JHR	A	N/A
3/02/2016	B-15-150576-003	BLOSSOM DR., BERRYVILLE	516	JHR	A	N/A
3/02/2016	E-16-150576-002	BLOSSOM DR., BERRYVILLE	516	JHR	A	N/A
3/02/2016	M-16-160084-001	LORD FAIRFAX HWY BOYCE		JHR	V	NO
3/02/2016	B-16-160032-001	RED GATE RD., BOYCE	88	JHR	A	N/A
3/02/2016	B-15-150490-003	WHITE OAK LANE, BLUEMONT	309	JHR	A	N/A
3/02/2016	P-15-150490-002	WHITE OAK LANE, BLUEMONT	309	JHR	A	N/A
3/02/2016	E-14-140298-002	WHITE OAK LANE, BLUEMONT, VA		JHR	A	N/A
3/03/2016	B-15-150651-004	ALDER LANE, BLUEMONT	416	JHR	A	N/A
3/03/2016	E-15-150651-001	ALDER LANE, BLUEMONT	416	JHR	A	N/A
3/03/2016	G-16-160012-002	PINE GROVE RD., BLUEMONT	106	JHR	A	N/A
3/04/2016	B-15-150557-008	SUNNY CANYON LANE, BOYCE	244	JHR	A	N/A
3/04/2016	E-15-150557-003	SUNNY CANYON LANE, BOYCE	244	JHR	A	N/A
3/04/2016	M-15-150557-004	SUNNY CANYON LANE, BOYCE	244	JHR	A	N/A
3/04/2016	P-15-150557-003	SUNNY CANYON LANE, BOYCE	244	JHR	A	N/A
3/04/2016	B-15-150423-008	TIMBER LANE, BLUEMONT	560	JHR	A	N/A
3/04/2016	P-16-160016-001	SHEPHERDS MILL RD., BERRYVIL		JHR	A	N/A
3/07/2016	P-15-150274-003	DELANY CT., BERRYVILLE	401	JHR	V	NO
3/07/2016	P-15-150274-004	DELANY CT., BERRYVILLE	401	JHR	V	NO
3/07/2016	E-16-160016-001	SHEPHERDS MILL RD., BERRYVIL		JHR	A	N/A
3/07/2016	B-15-150349-006	LINDEY LANE, BERRYVILLE	395	JHR	A	N/A
3/07/2016	E-15-150272-001	OLD CHAPEL RD., BERRYVILLE		JHR	V	NO
3/08/2016	M-15-150253-004	MCGUIRE CIRCLE, BERRYVILLE	799	JHR	A	N/A
3/08/2016	B-16-160067-001	HANCOCK CT., BERRYVILLE	413	JHR	A	N/A
3/08/2016	E-16-160067-001	HANCOCK CT., BERRYVILLE	413	JHR	A	N/A
3/08/2016	M-16-160067-001	HANCOCK CT., BERRYVILLE	413	JHR	A	N/A
3/08/2016	P-16-160067-001	HANCOCK CT., BERRYVILLE	413	JHR	A	N/A
3/08/2016	P-15-150274-005	DELANY CT., BERRYVILLE	401	JHR	A	N/A
3/08/2016	P-15-150274-006	DELANY CT., BERRYVILLE	401	JHR	A	N/A
3/08/2016	M-15-150274-003	DELANY CT., BERRYVILLE	401	JHR	A	N/A
3/08/2016	P-15-150253-002	MCGUIRE CIRCLE, BERRYVILLE	799	JHR	A	N/A
3/08/2016	B-15-150253-001	MCGUIRE CIRCLE, BERRYVILLE	799	JHR	A	N/A
3/08/2016	E-15-150253-003	MCGUIRE CIRCLE, BERRYVILLE	799	JHR	A	N/A
3/08/2016	E-15-150253-004	MCGUIRE CIRCLE, BERRYVILLE	799	JHR	A	N/A
3/08/2016	M-15-150253-003	MCGUIRE CIRCLE, BERRYVILLE	799	JHR	A	N/A
3/09/2016	B-16-160016-003	SHEPHERDS MILL RD., BERRYVIL		JHR	A	N/A
3/09/2016	B-15-150490-004	WHITE OAK LANE, BLUEMONT	309	JHR	A	N/A
3/09/2016	E-16-160089-001	LINCOLN AVE. BERRYVILLE	107	JHR	A	N/A
3/09/2016	P-16-160089-001	LINCOLN AVE. BERRYVILLE	107	JHR	A	N/A
3/09/2016	P-15-150604-001	RUSSELL RD. BERRYVILLE	1091	JHR	A	N/A
3/09/2016	B-15-150534-004	FOREST RIDGE LANE, BLUEMONT	88	JHR	A	N/A
3/09/2016	B-15-150673-002	CLAY HILL RD. MILLWOOD	598	JHR	A	N/A
3/10/2016	E-16-160010-001	FROGTOWN RD. BLUEMONT	505	JHR	A	N/A

DATE INSP	PERMIT #/INSP #	ADDRESS	INSPECTOR	RESULTS	REINSPECTION?
3/10/2016	B-15-150253-002	MCGUIRE CIRCLE, BERRYVILLE 799	JHR	A	N/A
3/10/2016	B-15-150272-002	OLD CHAPEL RD., BERRYVILLE	JHR	A	N/A
3/10/2016	B-15-150604-002	RUSSELL RD. BERRYVILLE 1091	JHR	A	N/A
3/11/2016	B-15-150297-003	FELTNER RD., BLUEMONT, VA 1333	JHR	A	N/A
3/11/2016	B-16-160037-002	CAMERON ST. BERRYVILLE 251	JHR	A	N/A
3/11/2016	B-15-150349-005	LINDEY LANE, BERRYVILLE 395	JHR	A	N/A
3/11/2016	E-15-150349-003	LINDEY LANE, BERRYVILLE 395	JHR	A	N/A
3/11/2016	M-15-150349-002	LINDEY LANE, BERRYVILLE 395	JHR	A	N/A
3/11/2016	B-15-150659-003	CRUMS CHURCH RD. BERRYVILLE	JHR	A	N/A
3/11/2016	B-15-150673-003	CLAY HILL RD. MILLWOOD 598	JHR	A	N/A
3/11/2016	B-16-160093-001	S. BUCKMARSH ST., BERRYVILLE	JHR	V	NO
3/11/2016	G-16-160074-001	PIERCE RD. BERRYVILLE 114	JHR	A	N/A
3/11/2016	G-16-160074-002	PIERCE RD. BERRYVILLE 114	JHR	A	N/A
3/11/2016	G-16-160074-003	PIERCE RD. BERRYVILLE 114	JHR	A	N/A
3/11/2016	P-15-150349-002	LINDEY LANE, BERRYVILLE 395	JHR	A	N/A
3/14/2016	B-16-160093-002	S. BUCKMARSH ST., BERRYVILLE	JHR	A	N/A
3/15/2016	B-16-160049-001	LAKEVIEW LANE, BOYCE 571	JHR	A	N/A
3/15/2016	B-15-150527-005	WHITE POST RD., WHITE POST	JHR	V	NO
3/15/2016	B-16-160019-001	SWAN AVE. BERRYVILLE 200	JHR	A	N/A
3/16/2016	B-15-150335-007	CHESTNUT COOMBE LANE, PARIS	JHR	A	N/A
3/16/2016	E-15-150335-004	CHESTNUT COOMBE LANE, PARIS	JHR	A	N/A
3/16/2016	P-15-150571-005	CHESTNUT COOMBE LANE, PARIS	JHR	A	N/A
3/16/2016	B-16-160069-001	SHENANDOAH RIVER LANE, FRONT	JHR	A	N/A
3/16/2016	L-16-160076-001	BLANDY FARM LN., BOYCE 400	JHR	A	N/A
3/16/2016	L-16-160075-001	Blandy Farm Lane, Boyce 400	JHR	A	N/A
3/17/2016	B-15-150612-003	OLD CHAPEL AVE., BOYCE 302	JHR	V	NO
3/17/2016	E-15-150612-003	OLD CHAPEL AVE., BOYCE 302	JHR	V	NO
3/17/2016	P-15-150612-002	OLD CHAPEL AVE., BOYCE 302	JHR	V	NO
3/17/2016	M-15-150612-001	OLD CHAPEL AVE., BOYCE 302	JHR	A	N/A
3/17/2016	B-16-160016-004	SHEPHERDS MILL RD., BERRYVIL	JHR	A	N/A
3/17/2016	B-16-160016-005	SHEPHERDS MILL RD., BERRYVIL	JHR	A	N/A
3/18/2016	M-16-160097-001	DOGWOOD DRIVE, BLUEMONT	JHR	A	N/A
3/18/2016	M-16-160097-002	DOGWOOD DRIVE, BLUEMONT	JHR	A	N/A
3/18/2016	M-16-160097-003	DOGWOOD DRIVE, BLUEMONT	JHR	A	N/A
3/18/2016	B-15-150578-001	W. MAIN ST., BOYCE 108	JHR	A	N/A
3/18/2016	E-15-150439-001	S. BUCKMARSH ST., BERRYVILLE 1	JHR	A	N/A
3/18/2016	B-14-140319-003	BURWELL CT. BERRYVILLE, VA 509	JHR	A	N/A
3/18/2016	E-14-140319-004	BURWELL CT. BERRYVILLE, VA 509	JHR	A	N/A
3/18/2016	M-14-140319-004	BURWELL CT. BERRYVILLE, VA 509	JHR	A	N/A
3/18/2016	P-14-140319-008	BURWELL CT. BERRYVILLE, VA 509	JHR	A	N/A
3/18/2016	E-16-160114-001	DOGWOOD LANE, BLUEMONT	JHR	A	N/A
3/18/2016	E-15-150578-001	W. MAIN ST., BOYCE 108	JHR	A	N/A
3/18/2016	B-15-150439-002	S. BUCKMARSH ST., BERRYVILLE 1	JHR	A	N/A
3/21/2016	M-16-160101-001	E. MAIN STREET BERRYVILLE 417	JHR	A	N/A
3/21/2016	B-15-150222-009	FOREST RIDGE LANE, BLUEMONT 88	JHR	A	N/A
3/21/2016	E-15-150222-004	FOREST RIDGE LANE, BLUEMONT 88	JHR	A	N/A
3/21/2016	G-16-160001-001	HERMITAGE BLVD. BERRYVILLE	JHR	A	N/A
3/21/2016	B-14-140359-001	KIMBLE RD. BERRYVILLE 2400	JHR	A	N/A
3/21/2016	B-16-160126-001	Senseny Rd. Berryville 1370	JHR	A	N/A
3/21/2016	B-16-160119-001	HERMITAGE BLVD. BERRYVILLE	JHR	A	N/A
3/21/2016	B-16-160119-002	HERMITAGE BLVD. BERRYVILLE	JHR	A	N/A
3/21/2016	M-16-160084-002	LORD FAIRFAX HWY BOYCE	JHR	A	N/A

DATE INSP	PERMIT #/INSP #	ADDRESS	INSPECTOR	RESULTS	REINSPECTION?
3/22/2016	B-15-150527-004	WHITE POST RD., WHITE POST	JHR	V	NO
3/24/2016	B-15-150433-005	FISHPAW RD., BERRYVILLE 1137	JHR	A	N/A
3/24/2016	B-15-150490-005	WHITE OAK LANE, BLUEMONT 309	JHR	A	N/A
3/24/2016	P-15-150604-002	RUSSELL RD. BERRYVILLE 1091	JHR	A	N/A
3/24/2016	E-15-140532-002	LORD FAIRFAX HWY., BOYCE	JHR	A	N/A
3/24/2016	E-15-150101-003	LORD FAIRFAX HWY, BOYCE	JHR	A	N/A
3/24/2016	E-15-150216-001	LORD FAIRFAX HWY., BOYCE	JHR	A	N/A
3/24/2016	E-16-160036-001	LORD FAIRFAX HWY., BOYCE	JHR	A	N/A
3/24/2016	B-15-150590-008	CALMES NECK LANE, BOYCE 315	JHR	V	NO
3/24/2016	E-15-150590-002	CALMES NECK LANE, BOYCE 315	JHR	V	NO
3/24/2016	M-15-150590-001	CALMES NECK LANE, BOYCE 315	JHR	V	NO
3/24/2016	P-15-150590-004	CALMES NECK LANE, BOYCE 315	JHR	V	NO
3/24/2016	B-15-150433-004	FISHPAW RD., BERRYVILLE 1137	JHR	A	N/A
3/24/2016	B-16-160110-001	LINCOLN AVE. BERRYVILLE 107	JHR	A	N/A
3/24/2016	B-16-160096-001	HUNTING RIDGE LANE BERRYVILL	JHR	A	N/A
3/24/2016	G-15-150604-002	RUSSELL RD. BERRYVILLE 1091	JHR	A	N/A
3/24/2016	E-16-160081-001	WESTWOOD RD., BERRYVILLE	JHR	A	N/A
3/24/2016	B-15-150410-009	LORD FAIRFAX HWY., BOYCE	JHR	V	NO
3/24/2016	M-15-150410-002	LORD FAIRFAX HWY., BOYCE	JHR	A	N/A
3/24/2016	B-15-150673-004	CLAY HILL RD. MILLWOOD 598	JHR	A	N/A
3/24/2016	B-15-150673-005	CLAY HILL RD. MILLWOOD 598	JHR	A	N/A
3/24/2016	B-14-140298-004	WHITE OAK LANE, BLUEMONT, VA	JHR	V	NO
3/24/2016	E-16-160128-001	PENDER CT. BERRYVILLE 604	JHR	A	N/A
3/24/2016	P-15-150612-003	OLD CHAPEL AVE., BOYCE 302	JHR	A	N/A
3/24/2016	B-16-160105-001	PINE GROVE RD. BLUEMONT 509	JHR	A	N/A
3/24/2016	E-15-150272-002	OLD CHAPEL RD., BERRYVILLE	JHR	A	N/A
3/24/2016	B-15-150342-009	MONTGOMERY CT., BERRYVILLE	JHR	A	N/A
3/24/2016	E-15-150342-003	MONTGOMERY CT., BERRYVILLE	JHR	A	N/A
3/24/2016	M-15-150342-003	MONTGOMERY CT., BERRYVILLE	JHR	A	N/A
3/24/2016	P-15-150342-005	MONTGOMERY CT., BERRYVILLE	JHR	A	N/A
3/24/2016	G-15-150604-003	RUSSELL RD. BERRYVILLE 1091	JHR	A	N/A
3/28/2016	G-16-160140-001	RUSSELL RD. BERRYVILLE 1493	JHR	A	N/A
3/28/2016	G-16-160140-002	RUSSELL RD. BERRYVILLE 1493	JHR	A	N/A
3/28/2016	B-16-160037-003	CAMERON ST. BERRYVILLE 251	JHR	A	N/A
3/28/2016	G-16-160042-001	SHENANDOAH RIVER LN., FRONT	JHR	A	N/A
3/28/2016	G-16-160042-002	SHENANDOAH RIVER LN., FRONT	JHR	A	N/A
3/28/2016	E-15-150515-006	JACK ENDERS BLVD. BERRYVILLE	JHR	A	N/A
3/28/2016	B-16-160120-001	BURWELL CT. BERRYVILLE 505	JHR	A	N/A
3/28/2016	P-16-160081-001	WESTWOOD RD., BERRYVILLE	JHR	A	N/A
3/28/2016	G-16-160125-001	FOREST RIDGE LANE BLUEMONT 88	JHR	A	N/A
3/28/2016	B-15-150590-009	CALMES NECK LANE, BOYCE 315	JHR	A	N/A
3/28/2016	E-15-150590-003	CALMES NECK LANE, BOYCE 315	JHR	A	N/A
3/28/2016	M-15-150590-002	CALMES NECK LANE, BOYCE 315	JHR	A	N/A
3/28/2016	P-15-150590-005	CALMES NECK LANE, BOYCE 315	JHR	A	N/A
3/29/2016	B-15-150222-010	FOREST RIDGE LANE, BLUEMONT 88	JHR	A	N/A
3/29/2016	B-16-160119-003	HERMITAGE BLVD. BERRYVILLE	JHR	A	N/A
3/29/2016	E-15-150297-001	FELTNER RD., BLUEMONT, VA 1333	JHR	V	NO
3/29/2016	B-16-160102-002	SWAN AVE. BERRYVILLE 207	JHR	A	N/A
3/29/2016	E-16-160153-001	MILLWOOD RD., MILLWOOD	JHR	A	N/A
3/29/2016	B-16-160110-002	LINCOLN AVE. BERRYVILLE 107	JHR	A	N/A
3/30/2016	B-14-140298-005	WHITE OAK LANE, BLUEMONT, VA	JHR	A	N/A
3/30/2016	G-16-160113-001	BEL VOI DRIVE, BERRYVILLE 7	JHR	A	N/A

INSPECTIONS COMPLETED FROM: 3/01/2016 to 3/31/2016

DATE INSP	PERMIT #/INSP #	ADDRESS	INSPECTOR	RESULTS	REINSPECTION?
3/30/2016	G-16-160113-002	BEL VOI DRIVE, BERRYVILLE 7	JHR	A	N/A
3/30/2016	G-16-160154-001	LINDSAY CT. BERRYVILLE 425	JHR	A	N/A
3/30/2016	E-16-160081-002	WESTWOOD RD., BERRYVILLE	JHR	A	N/A
3/30/2016	B-15-150673-006	CLAY HILL RD. MILLWOOD 598	JHR	A	N/A
3/30/2016	B-15-150222-011	FOREST RIDGE LANE, BLUEMONT 88	JHR	A	N/A
3/30/2016	E-15-150297-002	FELTNER RD., BLUEMONT, VA 1333	JHR	A	N/A
3/30/2016	M-16-160163-001	WEST MAIN STREET, BERRYVILLE	JHR	A	N/A
3/31/2016	E-16-160129-001	E. MAIN STREET BERRYVILLE 613	JHR	A	N/A
3/31/2016	E-15-150083-003	PARSHALL RD., BERRYVILLE 2410	JHR	A	N/A
3/31/2016	B-16-160032-002	RED GATE RD., BOYCE 88	JHR	A	N/A
3/31/2016	B-15-150234-017	CASTLEMAN RD. BERRYVILLE	JHR	V	NO
3/31/2016	E-15-150234-006	CASTLEMAN RD. BERRYVILLE	JHR	V	NO
3/31/2016	M-15-150234-003	CASTLEMAN RD. BERRYVILLE	JHR	V	NO
3/31/2016	P-15-150234-006	CASTLEMAN RD. BERRYVILLE	HAD	V	NO
3/31/2016	B-16-160014-002	CHILLY HOLLOW RD. BLUEMONT	JHR	A	N/A
3/31/2016	E-16-160014-002	CHILLY HOLLOW RD. BLUEMONT	JHR	A	N/A
3/31/2016	P-16-160093-001	S. BUCKMARSH ST., BERRYVILLE	JHR	A	N/A

TOTAL # of INSPECTIONS: 173

APPROVED: 152 FAILED: 21 CONDITIONAL: 0

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RECORDED	INSTRUMENT	GRANTOR	(X)	GRANTEE/ADDRESS	(X)	CONSIDERATION	TYPE	PERCENT
03/01/16	16-325	RIVETT, JULIE ANN RECORDED TIME: 01:30 DESCRIPTION 1: 0.9664 ACRE - BATTLETOWN DIST DATE OF DEED : 02/25/16 BOOK: 599 PAGE: NUMBER PAGES : 0	N	YOUNG, GRETCHEN MARIE & DONALD N 940 DEVOSHIRE CIRCLE PURCELLVILLE, VA. 20132 WR/S 409 MAP: 15-A-60	N	252,000.00	DBS	100% <i>175,500</i> <i>Wimpv</i>
03/01/16	16-329	DENEKER, JEROME T & KAREN L RECORDED TIME: 02:36 DESCRIPTION 1: LOT 4 - 1.2575 ACRES DATE OF DEED : 02/29/16 BOOK: 599 PAGE: NUMBER PAGES : 0	N	MELENDEZ, VIDEL 170 SUMMER SPRINGS LN PARIS, VA. 20130 CHAPEL DIST 433 MAP: 39-13-4	N	181,000.00	DBS	100% <i>208,500</i> <i>Wimpv</i>
03/01/16	16-330	WEDEKIND, ROBERT C L RECORDED TIME: 02:55 DESCRIPTION 1: BATTLETOWN DISTRICT DATE OF DEED : 02/26/16 BOOK: 599 PAGE: NUMBER PAGES : 0	N	GRAHAM, MICHAEL J 168 BANJO LANE BLUEMONT, VA. 20135 435 MAP: 26B-A-8	N	194,500.00	DBS	100% <i>17,200</i> <i>Wimpv</i>
03/01/16	16-322	LAKEWAY, SHIRL C; JR ET UX RECORDED TIME: 09:15 DESCRIPTION 1: BATTLETOWN DISTRICT, LOTS 36-38 DATE OF DEED : 02/22/16 BOOK: 599 PAGE: NUMBER PAGES : 0	N	LAKEWAY, GLENN M 417 BEECHWOOD LANE BLUEMONT, VA. 20135 393 MAP: 17A2-18-37	N	175,000.00	DBS	100% <i>170,600</i> <i>Wimpv</i>
03/01/16	16-324	ADRIAN, KELLEY; ET AL RECORDED TIME: 09:30 DESCRIPTION 1: CHAPEL DISTRICT, LOT B2, W/RS DATE OF DEED : 02/25/16 BOOK: 599 PAGE: NUMBER PAGES : 0	N	MARCUS, BRADLEY & MARGARET 43150 ARUNDELL COURT BROADLANDS, VA. 20148 406 MAP: 22-2-B2	N	75,000.00	DBS	100% <i>81,600</i> <i>NAC</i>
03/01/16	4267	NEDDO, ROSEMARIE K RECORDED TIME: 13:11 DESCRIPTION 1: PROBATE WILL (PROPERTY IN TRUST) DATE OF DEED : 03/01/16 BOOK: 97 PAGE: NUMBER PAGES : 0	N/A	N/A 207 MAP: 32-1-21		.00	PROBATE	00%
03/01/16	4268	NEDDO, DONALD NICHOLAS JR RECORDED TIME: 13:12 DESCRIPTION 1: PROBATE WILL (PROPERTY IN TRUST) DATE OF DEED : 03/01/16 BOOK: 97 PAGE: NUMBER PAGES : 0	N/A	N/A 219 MAP: 32-1-21		.00	PROBATE	00%
03/02/16	16-336	HOLBROOK, WILLIE RECORDED TIME: 01:50 DESCRIPTION 1: LONGMARSH DIST DATE OF DEED : 02/25/16 BOOK: 599 PAGE: NUMBER PAGES : 0	N	HARKOWSKI, DENNIS P & HOLLY C N 12475 HARRY BYRD HWY BERRYVILLE, VA. 22611 479 MAP: 6-A-29	N	268,000.00	DBS	100% <i>221,800</i> <i>Wimpv</i>

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RECORDED	INSTRUMENT	GRANTOR	(X)	GRANTEE/ADDRESS	(X)	CONSIDERATION	TYPE	PERCENT
03/02/16	16-338	HAYES, DONNA M RECORDED TIME: 02:35 DESCRIPTION 1: 81.8611 ACRES DATE OF DEED : 03/02/16 BOOK: 599 PAGE: 492 MAP: 28-A-10 NUMBER PAGES : 0	N	HAYES, DONNA M TR OF DONNA M H N 2101 GUN BARREL RD WHITE POST, VA. 22663 GREENWAY DIST	N	.00	DBS	100%
03/02/16	16-332	BANK OF AMERICA NATIONAL ASSN RECORDED TIME: 10:30 DESCRIPTION 1: LIBERTY ST - TOWN OF BERRYVILLE DATE OF DEED : 01/14/16 BOOK: 599 PAGE: 451 MAP: 14A2-A-119 NUMBER PAGES : 0	N	217 LIBERTY STREET LLC 18777 BLUE RIDGE MTN RD BLUEMONT, VA. 20135	N	139,299.00	DBS	100%
03/02/16	16-334	RICHMOND AMERICAN HOMES OF VIR RECORDED TIME: 12:20 DESCRIPTION 1: LOT 32, BERRYVILLE GLEN DATE OF DEED : 02/29/16 BOOK: 599 PAGE: 462 MAP: 14-C-1-32 NUMBER PAGES : 0	N	STRATTON, STEVEN J & KATHERINE N 841 MCGUIRE CIRCLE BERRYVILLE, VA. 22611 TOWN OF BERRYVILLE	N	566,799.00	DBS	100%
03/02/16	4272	BUCKNER, WADE H, JR DECD RECORDED TIME: 15:41 DESCRIPTION 1: PROBATE WILL 2 ACRES ON RT 618 DATE OF DEED : 03/02/16 BOOK: 97 PAGE: 295 MAP: 23-A-44 NUMBER PAGES : 0	N/A			.00	PROBATE	00%
03/03/16	16-341	SANDRA & RUSSELL JENKINS, III RECORDED TIME: 02:05 DESCRIPTION 1: BATTLETOWN DIST DATE OF DEED : 00/00/00 BOOK: 12 PAGE: 20,21 MAP: 26-A-115C NUMBER PAGES : 2	N	SANDRA & RUSSELL JENKINS, III N 18623 BLUERIDGE MTN RD BLUEMONT, VA. 20135	N	.00	OPM	100%
03/03/16	16-344	THOMAS, LINDA E & JEFFREY L ET RECORDED TIME: 03:51 DESCRIPTION 1: LOT 30, CALMES NECK ESTATES DATE OF DEED : 02/27/16 BOOK: 599 PAGE: 502 MAP: 31-1-3-0 NUMBER PAGES : 0	N	SMITH, DOUGLAS BRYCE 3355 CALMES NECK LN BOYCE, VA. 22620 CHAPEL DIST	N	250,100.00	DBS	100%
03/03/16	16-346	THOMAS, LINDA E & JEFFREY L ET RECORDED TIME: 03:54 DESCRIPTION 1: LOT 31, CALMES NECK ESTATES DATE OF DEED : 02/27/16 BOOK: 599 PAGE: 518 MAP: 31-1-31 NUMBER PAGES : 0	N	SMITH, DOUGLAS BRYCE 3355 CALMES NECK LN BOYCE, VA. 22620 CHAPEL DIST	N	20.16	DBS	100%
03/04/16	16-349	LLOYD SQUARED MAIN STREET PROP RECORDED TIME: 02:20 DESCRIPTION 1: PARCELS A & B - TOWN OF BERRYVILLE DATE OF DEED : 02/29/16 BOOK: 599 PAGE: 522 MAP: 14A6-5-C NUMBER PAGES : 0	N	OBREGON, MONICA GINA 417-419 MAIN STREET EAST BERRYVILLE, VA. 22611	N	191,000.00	DBS	100%

139,100
Wjimpv

100K
VAC

269,600
Wjimpv

110,000
VAC

184,000
Wjimpv

MONTH END DEEDS OF PARTITION AND CONVEYANCE
COUNTY OF CLARKE CIRCUIT COURT
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RECORDED	INSTRUMENT	GRANTOR	(X)	GRANTEE/ADDRESS	(X)	CONSIDERATION	TYPE	PERCENT
03/04/16	16-356	WHITACRE, HAROLD RICHARD,SR RECORDED TIME: 03:44 DESCRIPTION 1: LOT 13, ROCK HALL SUBD DATE OF DEED : 03/03/16 BOOK: 599 NUMBER PAGES : 0	N	WHITACRE, HAAROLD RICHARD, JR 126 WILLKINS DR WINCHETER, VA. 22601 LONGMARSH DIST	N	.00	DG	100%
03/04/16	16-355	WHITACRE, HAROLD RICHARD,SR RECORDED TIME: 03:45 DESCRIPTION 1: 12.678 ACRES DATE OF DEED : 03/03/16 BOOK: 599 NUMBER PAGES : 0	N	WHITACRE, HAROLD RICHARD, JR 126 WILKINS DR WINCHESTER, VA. 22601 CHAPEL DIST	N	.00	DG	100%
03/07/16	16-363	FRANKFORD FARM MANAGEMENT LLC RECORDED TIME: 04:10 DESCRIPTION 1: BATTLETOWN DISTRICT DATE OF DEED : 00/00/00 BOOK: PL 12 NUMBER PAGES : 1	N	WEISS, DAVID S N/A	N	.00	OPM	100%
03/07/16	16-358	VOLK, LAURIE LOUISE & ROBERT J RECORDED TIME: 11:40 DESCRIPTION 1: LONGMARSH DIST DATE OF DEED : 00/00/00 BOOK: 12 NUMBER PAGES : 1	N	VOLK, LAURIE LOUISE & ROBERT J 741 LEWISVILLE RD BERRYVILLE, VA. 22611	N	.00	OPM	100%
03/07/16	16-379	BEATTY, RONALD & LAURA RECORDED TIME: 12:15 DESCRIPTION 1: BATTLETOWN DISTRICT, LOT 4, 3.7041 ACRES DATE OF DEED : 03/04/16 BOOK: 599 NUMBER PAGES : 0	N	BRAZLEY, GENE EDWARD; ET UX 144 LONG FIELD LANE BERRYVILLE, VA. 22611	N	499,900.00	DBS	100%
03/07/16	16-381	RICHMOND AMERICAN HOMES OF VA RECORDED TIME: 12:35 DESCRIPTION 1: BATTLETOWN DISTRICT, LOT 58 DATE OF DEED : 03/04/16 BOOK: 599 NUMBER PAGES : 0	N	GILBERT, JERRY & JEANETTE 824 MCGUIRE CIRCLE BERRYVILLE, VA. 22611 W/RS	N	507,777.00	DBS	100%
03/08/16	16-368	CLARKE, JACK RECORDED TIME: 01:08 DESCRIPTION 1: PARCEL ONE BATTLETOWN DISTRICT, PARCEL TWO DATE OF DEED : 02/26/16 BOOK: 599 NUMBER PAGES : 0	N	CLARKE, JACK & MELODY 1916 HARRY BYRD HWY BLUEMONT, VA. 2013 5 BATTLETOWN DISTRICT	N	.00	DG	100%
03/08/16	16-371	FREEMAN, GREG; ET UX RECORDED TIME: 02:45 DESCRIPTION 1: CHAPEL DISTRICT, LOT 1 DATE OF DEED : 03/07/16 BOOK: 599 NUMBER PAGES : 0	N	ANDERSEN, CUNO Q; JR 698 TILTHAMMER MILL ROAD BOYCE, VA. 22620	N	248,300.00	DBS	100%

468,700
w/impv

New Cost

90,000
V-PC

348,100
w/impv

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RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
03/08/16	4273	BAUHAN, SHEILA K	N/A	.00	PROBATE	00%
		RECORDED TIME: 13:16	N/A			
		DESCRIPTION 1: 1/2 INTEREST IN PROPERTY. 2 PARCELS	CHAPEL DISTRICT	D/B 389 PG 418		
		DATE OF DEED : 03/08/16 BOOK: 97 PAGE: 280	MAP: 21-A-20	PIN:		
		NUMBER PAGES : 0				
03/08/16	4274	BURTON, SARAH D	N/A	.00	PROBATE	00%
		RECORDED TIME: 13:54	N/A			
		DESCRIPTION 1: LOT 4, WILLIAMSTEAD SUBD	BATTLETOWN DIST	WR/S		
		DATE OF DEED : 03/08/16 BOOK: 97 PAGE: 290	MAP: 14-3-4	PIN:		
		NUMBER PAGES : 0				
03/09/16	16-376	HALSEY, KRISTIN; EXECUTRIX	N LEARY, TIMOTHY & KELLY	N 425,000.00	DBS	100%
		RECORDED TIME: 03:01	1493 RUSSELL ROAD BERRYVILLE, VA. 22611			
		DESCRIPTION 1: LONGMARSH DISTRICT, TRACT 10				
		DATE OF DEED : 02/25/16 BOOK: 599 PAGE: 645	MAP: 6-3-10	PIN:		
		NUMBER PAGES : 0				
						<i>552,800</i> <i>wjimpv</i>
03/11/16	16-412	BAUHAN, HOBART B	N BAUHAN, HOBART B TR UNDER HOBA	.00	DG	100%
		RECORDED TIME: 03:19	P O BOX 177 BOYCE, VA. 22620			
		DESCRIPTION 1: 50.9779 ACRES	CHAPEL DISTRICT			
		DATE OF DEED : 03/09/16 BOOK: 599 PAGE: 788	MAP: 21-A-20	PIN:		
		NUMBER PAGES : 0				
03/11/16	16-413	MILLER, RICHARD H, JR & DEBORAH	N RAPPAHANNOCK ELECTRIC COOPERAT	.00	DE	100%
		RECORDED TIME: 03:20	N/A			
		DESCRIPTION 1: LOT 43 - CHAPEL DIST				
		DATE OF DEED : 00/00/00 BOOK: 599 PAGE: 791	MAP: 31-1-43	PIN:		
		NUMBER PAGES : 0				
03/11/16	16-414	HERRON, KENNETH J ET ALS	N RAPPAHANNOCK ELECTRIC COOPERA	.00	DE	100%
		RECORDED TIME: 03:21	N/A			
		DESCRIPTION 1: 17.550 ACRE - CHAPEL DIST				
		DATE OF DEED : 00/00/00 BOOK: 599 PAGE: 794	MAP:	PIN:		
		NUMBER PAGES : 0				
03/11/16	16-415	ROBERTS, CHARLES E, JR & LINDA	N RAPPAHANNOCK ELECTRIC COOPERAT	.00	DE	100%
		RECORDED TIME: 03:22	N/A			
		DESCRIPTION 1: LOT 8 - CHAPEL DIST				
		DATE OF DEED : 00/00/00 BOOK: 599 PAGE: 797	MAP:	PIN:		
		NUMBER PAGES : 0				
03/11/16	16-406	MCNAMARA, GERALDINE B	N MCNAMARA, GERALDINE B	.00	OPM	100%
		RECORDED TIME: 04:15	N/A			
		DESCRIPTION 1: LONGMARSH DIST				
		DATE OF DEED : 00/00/00 BOOK: 12 PAGE: 24	MAP: 6-A-57	PIN:		
		NUMBER PAGES : 1				

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RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
03/11/16	16-407	MCNAMARA, GERALDINE B RECORDED TIME: 04:17 DESCRIPTION 1: LOT 2 - 2.5598 ACRES DATE OF DEED : 03/11/16 BOOK: 599 PAGE: 800 MAP: PORTION 6-A-57 NUMBER PAGES : 0	N FOLTZ, DENIS W & KRISTIN E 541 STRINGTOWN RD BERRYVILLE, VA. 22611 LONGMARSH DIST WR/S	N 24,695.00	DBS	100%
03/11/16	16-404	MOLINE, BRENDA; EXECUTRIX RECORDED TIME: 12:46 DESCRIPTION 1: LONGMARSH DISTRICT, LOT 1 DATE OF DEED : 03/10/16 BOOK: 599 PAGE: 763 MAP: 7A-2-1 NUMBER PAGES : 0	N GRAY, CHARLES B; JR ET UX 1369 SPRINGSBURY ROAD BERRYVILLE, VA. 22611	N 220,000.00	DBS	100%
03/11/16	16-405	HARDING, JON DEAN & JUDY ELLEN RECORDED TIME: 12:50 DESCRIPTION 1: 58.561003 ACRES DATE OF DEED : 03/09/16 BOOK: 599 PAGE: 767 MAP: 6-A-10B NUMBER PAGES : 0	N MELIUS, HENRY J, III 14110 ADEN RDLL RD NOKESVILLE, VA. 20181 LONGMARSH DIST	N 445,000.00	DBS	100%
03/14/16	16-410	GARVER, JEROME H; III RECORDED TIME: 02:35 DESCRIPTION 1: CHAPEL DISTRICT, LOT 2, 10.3663 ACRES DATE OF DEED : 03/09/16 BOOK: 599 PAGE: 804 MAP: 12-A-5A NUMBER PAGES : 0	N GARVER, JEROME H; III ET UX 5609 SENSENY ROAD BERRYVILLE, VA. 22611	.00	DBS	100%
03/14/16	16-417	MADARIS, JOHN C, JR RECORDED TIME: 03:22 DESCRIPTION 1: LOT C 6.6689 ACRES BLUE YONDER SUBDIVISION DATE OF DEED : 02/26/16 BOOK: 599 PAGE: 850 MAP: 31-6-C NUMBER PAGES : 0	N MADARIS, ELIZABETH A 1409 CALMES NECK LANE BOYCE, VA. 22620	.00	DBS	100%
03/14/16	4275	GARLAND, JAMES N RECORDED TIME: 12:47 DESCRIPTION 1: COPY OF WILL. LOT 17, BL 1E, SEC 1 DATE OF DEED : 03/14/16 BOOK: 97 PAGE: 298 NUMBER PAGES : 0	N/A N/A SHEN. RETREAT - BATTLETOWN DIST BK 72 PG 377 MAP: 17-A1-4-17	.00	COPY	00%
03/14/16	4276	GARLAND, EDNA T RECORDED TIME: 12:55 DESCRIPTION 1: COPY OF WILL. LOT 17 BK 1E SEC 1 DATE OF DEED : 03/14/16 BOOK: 97 PAGE: 313 NUMBER PAGES : 0	N/A N/A SHEN. RETREAT BATTLETOWN DIST BK 72 PG 377 MAP: 17-A1-4-17	.00	COPY	00%
03/14/16	4277	GARLAND, JAMES N JR RECORDED TIME: 12:57 DESCRIPTION 1: COPY OF WILL LOT 17 BL 1E SEC 1 DATE OF DEED : 03/14/16 BOOK: 97 PAGE: 327 NUMBER PAGES : 14	N/A N/A BATTLETOWN DIST BK 72 PG 377 MAP: 17-A1-4-17	.00	COPY	00%

Handwritten notes:
 26,300
 W/imp
 435,400
 VAC

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RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
03/15/16	16-420	SEMPELES, ANN MARIE; CONSERVAT N	FOSTER, ADAM ROCKWOOD P O BOX 400 BLUEMONT, VA. 20135	N .00	DBS	100%
		RECORDED TIME: 10:25				
		DESCRIPTION 1: TO CORRECT DB 592 PG 580 TO ADD ACRES				
		DATE OF DEED : 08/20/15 BOOK: 599 PAGE: 878 MAP: 16-A-42			PIN:	
		NUMBER PAGES : 0				
03/15/16	16-424	FOSTER, ADAM ROCKWOOD	ROCKWOOD RIVERSIDE LLC P O BOX 400 BLUEMONT, VA. 20135	Y .00	DBS	100%
		RECORDED TIME: 10:29				
		DESCRIPTION 1: BATTLETOWN DISTRICT, 16.9628 ACRES				
		DATE OF DEED : 03/07/16 BOOK: 599 PAGE: 894 MAP: 16-3-4			PIN:	
		NUMBER PAGES : 0				
03/15/16	16-426	FOSTER, ADAM R	ROCKWOOD RIVERSIDE LLC P O BOX 400 BLUEMONT, VA. 20135	N .00	DBS	100%
		RECORDED TIME: 10:31				
		DESCRIPTION 1: BATTLETOWN DISTRICT, 3.34 ACRES				
		DATE OF DEED : 03/07/16 BOOK: 599 PAGE: 897 MAP: 16-A-42A			PIN:	
		NUMBER PAGES : 0				
03/15/16	16-428	FOSTER, ADAM ROCKWOOD; TRUSTEE Y	ROCKWOOD RIDGE LLC P O BOX 400 BLUEMONT, VA. 20135	Y .00	DBS	100%
		RECORDED TIME: 10:33				
		DESCRIPTION 1: BATTLETOWN DISTRICT				
		DATE OF DEED : 03/07/16 BOOK: 599 PAGE: 900 MAP: 17-A-3			PIN:	
		NUMBER PAGES : 0				
03/15/16	16-430	SOLTAS, JOSEPH J; ET UX	SOLTAS, JOSEPH J 363 WRIGHTS MILL ROAD BERRYVILLE, VA. 22611	N .00	DG	100%
		RECORDED TIME: 11:02				
		DESCRIPTION 1: LONGMARSH DISTRICT				
		DATE OF DEED : 03/10/16 BOOK: 599 PAGE: 907 MAP: 6-6-1			PIN:	
		NUMBER PAGES : 0				
03/16/16	16-436	MAZZOCOLI, JEFF; ET UX	MARCHISANO, MARK; ET UX 308 EAST MAIN STREET BERRYVILLE, VA. 22611	N 179,000.00	DBS	100%
		RECORDED TIME: 02:43				180,500
		DESCRIPTION 1: TOWN OF BERRYVILLE, W/RS				
		DATE OF DEED : 03/11/16 BOOK: 599 PAGE: 948 MAP: 14A2-A-147			PIN:	wjimpv
		NUMBER PAGES : 0				
03/18/16	16-460	PNC BANK NATIONAL ASSOCIATION	REAL ESTATE INVESTMENT FIRM LL N 611 SOUTH CARLIN SPRINGS RD #105, VA. 22204	N 260,000.00	DBS	100%
		RECORDED TIME: 01:35				
		DESCRIPTION 1: LOT 225A				
		DATE OF DEED : 02/12/16 BOOK: 600 PAGE: 51 MAP: 14A7-8-225A			PIN:	378,200
		NUMBER PAGES : 0				(F)
03/18/16	16-459	ATLANTIC TRUSTEE SERVICES LLC	HILLERSON, JAY & MAXINE ZINMAN N 2770 KIMBLE RD BERRYVILLE, VA. 22611	N 42,300.00	DBS	100%
		RECORDED TIME: 11:26				
		DESCRIPTION 1: CHAPEL DIST 1.2595 ACRES WR/S				
		DATE OF DEED : 03/03/16 BOOK: 600 PAGE: 47 MAP: 2-A-49			PIN:	110,600
		NUMBER PAGES : 0				(F) wjimpv

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03/21/16	16-473	A C ECHOLS JR TR OF BATTLEFIELD	N WALLACE, TERRY ANN 420 DELANY CT BERRYVILLE, VA. 22611	N 95,000.00	DBS	100% <i>75,000 VAC</i>
		RECORDED TIME: 01:55				
		DESCRIPTION 1: LOT 121 - DELANY COURT, BATTLEFIELD ESTATES TOWN OF BERRYVILLE (SECT 4B)				
		DATE OF DEED : 03/18/16 BOOK: 600 PAGE: 134 MAP: 14A7-14-121				
		NUMBER PAGES : 0				
03/21/16	16-475	DAVIS, AUTUMN RENEE	N DAVIS, TERRELL W 102 ROSEVILLE CT BOYCE, VA. 22620	N .00	DQC	100%
		RECORDED TIME: 02:05				
		DESCRIPTION 1: LOT 21, ROSEVILLE DOWNS TOWN OF BOYCE				
		DATE OF DEED : 00/00/00 BOOK: 600 PAGE: 149 MAP: 21A4-1-21				
		NUMBER PAGES : 0				
03/21/16	16-480	ANDERSON, DAVID A & JANE R	N MCINTOSH, CHARLES S & SHIRLEY N 432 RETREAT RD BLUEMONT, VA. 20135	N 875,000.00	DBS	100% <i>810,400 Wji mp</i>
		RECORDED TIME: 03:51				
		DESCRIPTION 1: 81.583 ACRES BATTLETOWN DIST WR/S				
		DATE OF DEED : 03/21/16 BOOK: 600 PAGE: 168 MAP: 26-A-2				
		NUMBER PAGES : 0				
03/21/16	16-484	SHIRLEY, REGINALD K	N ANDERSON, DAVID A & JANE R N 651 SUMMIT OINT RD BERRYVILLE, VA. 22611	N 530,000.00	DBS	100% <i>(1) 407,100 Wji mp VAC (2) 110,000</i>
		RECORDED TIME: 03:55				
		DESCRIPTION 1: LOT 1 - 5 ACRES LONGMARSH DIST WR/S				
		DATE OF DEED : 03/15/16 BOOK: 600 PAGE: 187 MAP: 8-4-1, 2				
		NUMBER PAGES : 0				
03/21/16	16-487	BOURG, CLEMENT & DANIELLE DONN	Y BOURG, CLEMENT & DENAIELLE DON Y 1535 SPRINGSBURY RD BERRYVILLE, VA. 22611	Y .00	DBS	100%
		RECORDED TIME: 04:06				
		DESCRIPTION 1: 6.67 ACRES BATTLETOWN DIST				
		DATE OF DEED : 03/15/16 BOOK: 600 PAGE: 199 MAP: 23-A-8				
		NUMBER PAGES : 0				
03/22/16	16-495	FANNIE MAE	Y OLIVER, THOMAS H & TIMOTHY S M N P O BOX 747 LOVETTSVILLE, VA. 20180	N 30,000.00	DBS	100% <i>(P) 94,000 Wji mp</i>
		RECORDED TIME: 01:24				
		DESCRIPTION 1: LOT 30, TOWN OF BERRYVILLE				
		DATE OF DEED : 03/17/16 BOOK: 600 PAGE: 232 MAP: 14A2-10B-30				
		NUMBER PAGES : 0				
03/22/16	16-492	PEBBLES LLC	N WISEMAN, THOMAS R; II N 27 WEST BOSCAWEN STREET WINCHESTER, VA. 22601	N .00	DBS	100%
		RECORDED TIME: 12:30				
		DESCRIPTION 1: GREENWAY DISTRICT, 28.6607 ACRES				
		DATE OF DEED : 03/16/16 BOOK: 600 PAGE: 226 MAP: 30-A-71				
		NUMBER PAGES : 0				
03/24/16	16-504	HARDESTY, JOHN D	N CLARKE COUNTY CONSERVATION EAS N 101 CHALMERS COURT BERRYVILLE, VA. 22611	N .00	DE	100%
		RECORDED TIME: 09:31				
		DESCRIPTION 1: LONGMARSH DISTRICT, 53.46 ACRES				
		DATE OF DEED : 03/20/16 BOOK: 600 PAGE: 287 MAP: 7-A-119				
		NUMBER PAGES : 22				

COUNTY OF CLARKE CIRCUIT COURT
MONTH END DEEDS OF PARTITION AND CONVEYANCE
LOCAL TAXATION DEPARTMENT
COUNTY
FOR MARCH, 2016

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
03/24/16	16-505	HARDESTY, JOHN D; JR	N KOB PROPERTIES LLC 517 LONGMARSH ROAD BERRYVILLE, VA. 22611	N 550,000.00	DBS	100% <i>658,700 w/impv</i>
		RECORDED TIME: 09:32				
		DESCRIPTION 1: LONGMARSH DISTRICT, 56.95 ACRES				
		DATE OF DEED : 03/22/16 BOOK: 600 PAGE: 309 MAP: 7-A-119				
		NUMBER PAGES : 0				
03/25/16	16-522	A C ECHOLS JR TR UNDER VA LAND	N CHAMBERLAIN ML LLC 226 WHITE OAK LN BLUEMONT, VA. 20135	N 75,000.00	DBS	100% <i>75,000 Vae</i>
		RECORDED TIME: 02:00				
		DESCRIPTION 1: LOT 2, SEC 2B, BATTLEFIELD ESTATES				
		DATE OF DEED : 03/24/16 BOOK: 600 PAGE: 391 MAP: 14A7-15-2				
		NUMBER PAGES : 0				
03/25/16	16-510	TURNER, LISETTE B	N HINTON, BRADLEY & HOLLY 132 LINSTER LANE BERRYVILLE, VA. 22611	N 383,900.00	DBS	100% <i>385,800 w/impv</i>
		RECORDED TIME: 09:55				
		DESCRIPTION 1: CHAPEL DISTRICT, LOT 3, 4.988 ACRES				
		DATE OF DEED : 03/24/16 BOOK: 600 PAGE: 333 MAP: 23-A-40				
		NUMBER PAGES : 0				
03/25/16	16-513	FEDERAL HOME LOAN MORTGAGE CORP	Y TURNER, LISETTE B 372 STRINGTOWN ROAD BERRYVILLE, VA. 22611	N 210,000.00	DBS	100% <i>(F) 260,500 w/impv</i>
		RECORDED TIME: 09:57				
		DESCRIPTION 1: LONGMARSH DISTRICT, LOT 5, 2.4079 ACRES				
		DATE OF DEED : 03/07/16 BOOK: 600 PAGE: 353 MAP: 8-10-5				
		NUMBER PAGES : 0				
03/25/16	16-520	GALE, PETER FRANCES & KIM T HO	N MEHTA, ARPIT S & KIMBERLY R MI N 516 PAGE ST BERRYVILLE, VA. 22611	355,000.00	DBS	100% <i>414,700 w/impv</i>
		RECORDED TIME: 12:10				
		DESCRIPTION 1: LOT 61, SEC 2, APPLE GLEN				
		DATE OF DEED : 03/24/16 BOOK: 600 PAGE: 370 MAP: 14A2-13-61				
		NUMBER PAGES : 0				
03/28/16	16-538	MITCHELL, JOHN RACHEL L	N ARIKAN, BEYTULLAH AND MAGAN M N 107 S BUCKMARSH ST BERRYVILLE, VA. 22611	215,000.00	DBS	100% <i>188,400 w/impv</i>
		RECORDED TIME: 01:50				
		DESCRIPTION 1: S BUCKMARSH ST - TOWN OF BERRYVILLE				
		DATE OF DEED : 03/24/16 BOOK: 600 PAGE: 469 MAP: 14A4-A-54				
		NUMBER PAGES : 0				
03/28/16	16-536	COMMONWEALTH TRUSTEES LLC SUB	N FEDERAL NATIONAL MORTGAGE ASSN Y P O BOX 650043 DALLAS, TX. 75265 0043	253,982.69	DBS	100% <i>(F) 323,700 w/impv</i>
		RECORDED TIME: 12:54				
		DESCRIPTION 1: LOTS 14--19, BLK 2P, SHEN RET				
		DATE OF DEED : 02/25/16 BOOK: 600 PAGE: 465 MAP: 17A3-27-2P-14				
		NUMBER PAGES : 0				
03/30/16	16-548	LASITER, ROBERTA L	N OCWEN LOAN SERVICING LLC N P O BOX 1330 WATERLOO, IA. 50704 1330	385,052.49	DLF	100% <i>(F) 407,600 w/impv</i>
		RECORDED TIME: 10:30				
		DESCRIPTION 1: LOT 204, HERMITAGE, PHASE IVA				
		DATE OF DEED : 00/00/00 BOOK: 600 PAGE: 550 MAP: 14A8-4-204				
		NUMBER PAGES : 0				

COUNTY OF CLARKE CIRCUIT COURT
MONTH END DEEDS OF PARTITION AND CONVEYANCE
LOCAL TAXATION DEPARTMENT
COUNTY
FOR MARCH, 2016

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
03/30/16	16-550	OCWEN LOAN SERVICING LLC	N SECRETARY OF THE DEPT OF VETER 810 VERMONT AVE NW WASHINGTON, DC. 20420	10.00	DBS	100%
		RECORDED TIME: 10:32				
		DESCRIPTION 1: LOT 204, HERMITAGE, PHASE IVA	TOWN OF BERRYVILLE			
		DATE OF DEED : 02/05/16 BOOK: 600 PAGE: 558 MAP: 14A8-4-204		PIN:		
		NUMBER PAGES : 0				
03/30/16	16-551	GARDNER, JOHN GLENN III	N JOHNSON, KAREN B 776 BOOM RD BERRYVILLE, VA. 22611	.00	DG	100%
		RECORDED TIME: 10:34				
		DESCRIPTION 1: LOT 4, SEC 1, BLK 8, BRADFIELD SUBD	BATTLETOWN DIST			
		DATE OF DEED : 03/29/16 BOOK: 600 PAGE: 561 MAP: 15A-18-4		PIN:		
		NUMBER PAGES : 0				
03/30/16	16-552	FLYNN, JOHN D JR ET AL CO-TRS	Y SHENANDOAH RIVER LANE PROPERTY Y SHENANDOAH RIVER LANE BLUEMONT, VA.	.00	DBS	100%
		RECORDED TIME: 10:40				
		DESCRIPTION 1: PROPERTY ON SHEN RIVER LANE	BATTLETOWN DIST			
		DATE OF DEED : 08/18/16 BOOK: 600 PAGE: 563 MAP:		PIN:		
		NUMBER PAGES : 0				
03/30/16	16-554	FANNIE MAE	Y SMITH, KARA & DEENA R LANHAM N 13 W SHARON DR BOYCE, VA. 22620	180,000.00	DBS	100%
		RECORDED TIME: 10:46				
		DESCRIPTION 1: LOT 8, SKELTON SUBD, TOWN OF BOYCE WR/S				
		DATE OF DEED : 03/23/16 BOOK: 600 PAGE: 568 MAP: 21A1-5-8		PIN:		
		NUMBER PAGES : 0				
03/31/16	16-564	JAMES MERRILL THORNE REVOCABLE	N MARTZ, JAMES F & BENITA G N 24584 LENA ROAD ALDIE, VA. 20105	763,750.00	DBS	100%
		RECORDED TIME: 03:05				
		DESCRIPTION 1: LONGMARSH DISTRICT, 70.5310 ACRES				
		DATE OF DEED : 03/30/16 BOOK: 600 PAGE: 652 MAP: 2-A-7B & 7E		PIN:		
		NUMBER PAGES : 0				

TOTAL COUNTY DEEDS OF PARTITION AND CONVEYANCE: 61
TOTAL NUMBER OF COUNTY DEEDS OF CORRECTION : 0
TOTAL NUMBER OF COUNTY WILL/FIDUCIARY : 8

407,600
(F) w/impv
164,600
(F) w/impv
488,200 VAC
(E) 408,400
w/impv

Clarke County Fire & EMS
2015-2016 Closing Balance Summary

Description	May-15	Jun-15	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16	YTD Totals
Billable Calls												
Boyce (Co 4)	8	15	11	9	17	12	9	12	8	18	13	132
Blue Ridge (Co 8)	2	7	3	3	9	0	2	7	4	4	6	47
Enders (Co 1)	67	60	77	70	62	56	52	64	63	68	73	712
Total # of Billable Calls	77	82	91	82	88	68	63	83	75	90	92	891
ALS Trips Billed	38	53	41	43	61	30	30	44	42	46	55	483
BLS Trips Billed	39	29	50	39	27	38	33	39	33	44	37	408
Total	77	82	91	82	88	68	63	83	75	90	92	891
Calls Dispatched												
Co 1 Career		69	69	55	55	37	39	48	52	52	54	530
Co 1 Volunteer		4	3	7	3	6	1	1	2	0	4	31
Co 1 Split		22	36	32	30	45	29	38	35	39	34	340
Co 4 Career		1	4	2	0	0	4	0	1	0	0	12
Co 4 Volunteer		13	3	0	15	5	4	2	8	5	6	61
Co 4 Split		12	10	8	7	4	6	14	5	13	11	90
Co 8 Career		0	0	0	0	0	0	0	0	0	0	0
Co 8 Volunteer		5	6	4	8	4	6	7	6	5	7	58
Co 8 Split		0	1	0	1	0	0	0	2	2	0	6
Unknown	130	8	3	2	1	4	3	12	6	8	3	180
Total # of Calls Dispatched	130	134	135	110	120	105	92	122	117	124	119	1308
Total Payments	\$0.00	\$5,911.92	\$46,739.95	\$43,914.32	\$37,247.14	\$27,970.24	\$24,396.34	\$27,545.47	\$25,395.00	\$24,658.66	\$39,118.67	\$302,897.71

MAR 18 2016



Director's Report to the Library Board for February 2016

Submitted March 15, 2016

Winter Reading Program Participants Increase 240%!

MOO! was the theme for this year's winter reading program based on the picture book with the same title by David LaRochelle. Corporate sponsor Chick-fil-A provided bookmarks and pencil incentives for reading 12 books and free kids' meals for reading 24 books during February. Their cow mascot appeared at all library branches, and librarians went to both Chick-fil-A locations for reading events. Because of the sponsorship and extra publicity, 211 children participated, compared to last year's total of 62 participants.



Learning Languages at the Library

"Hola, Amigos" is a Spanish language class presented weekly at Bowman Library. Especially designed for children, the music-based curriculum teaches vocabulary and simple sentences to young learners. The parents and grandparents of the students augment their learning with Mango languages, an online language learning service offered free through Handley Regional Library. Angela, a certified pediatrician in Colombia, and Youth Services Division Head Donna Hughes share the instruction time.

In Memory of Charles Burwell (1917-2016)

Charles Burwell was co-founder of Clarke County Library in 1985 along with Marjorie Digges. Mr. Burwell was an ardent library supporter, not only of Clarke County Library but the entire Handley Regional Library system as well. His passion for public libraries began at an early age. He recalled that when he was a child, Handley Library staff could be intimidating. "I liked the books when I got home but [getting them] was a terrifying prospect. However, one of the fondest memories is running up those stairs and walking around on the glass floor," Mr. Burwell said during an oral history interview in 1993.



Charles Burwell (right) at the grand opening of Clarke County Library, 1985.

Update on Free Tax Assistance at Bowman Library

AARP tax preparation service began at the Bowman Library on February 3 and will continue each Wednesday, 11 a.m. to 2 p.m., through April 13. Site supervisor Robert Morris reported that the AARP volunteers have been pleased with the response. On the tax preparation days at Bowman Library, clients line up for the service before the library opens.

Incentives for Summer Reading Programs Requested

This summer’s reading program will target all ages, from preschoolers to adults. To add to the fun of reading, the library will have prize drawings that participants can enter as rewards for meeting reading goals. Gift certificates and small prizes such as stuffed animals, figurines, and sports equipment are being solicited by library staff to make themed gift baskets with books for the readers. Drop off gifts at any library, or call 540 662-9041, ext. 11 to arrange for pickup.

Month at a Glance

25,947	Library visitors
66,847	Checkouts of books & materials
4,809	Checkouts of eBook, eMagazine, audiobook
99	In-house Library programs
2,530	Attendance at in-house Library programs
8	Outreach programs (presented outside the library)
371	Attendance at Outreach programs

Organizations that helped sponsor or participated in February programs

AARP	Village Restaurant
Daughters of the American Revolution	Sherando High School Special Education classes
Chick-fil-A of Rutherford Crossing and Pleasant Valley.	Career Advancement class at Sherando High School
Museum of the Shenandoah Valley	Grafton residential students
Apple Valley Reading Association	Literacy Volunteers-Winchester
Apple Blossom Mall	Authors Meg Adams, Laura Butler and Kathleen Duhamel
Frederick County Public Schools	Someone to Ride the River With, musical group
Winchester City Schools	Virginia Tech Cooperative Extension
Independent School of Winchester	Skyline High school students Hannah and Sarah Chichester
<i>Winchester Star</i>	Dr. Cee Ann Davis
Blue Ridge Dog Training Club	Eukarya Christian Academy
Shenandoah Valley Chess Club	Lord Fairfax Community College
Winchester Book Gallery	Adult and Youth volunteers for special programs and displays.
Martin’s Food Stores	
Eugene B. Smith Gallery	

Outreach—where library staff went in February

Chick-fil-A (2 locations)
Apple Blossom Mall for Read Across America
Apple Pie Ridge Elementary School
Bass Hoover Elementary
Sherando High School
Frederick County Schools office



magazines
books
languages
music & more

Delivering a world
of possibility at
your fingertip . . .



For additional **app** assistance,
call 540-869-9000 x203 or 540-662-9041 x19.

www.handleyregional.org



Virginia Regional Transit: March Ridership

Month: March 2016

Route	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
Scheduled Trips	9	7	16	5			17	12	7	11	6			12	10	10	17	11			12	13	8	14	6			8	10	10	10	241
No Shows/Cancellations	3	1	1	2			2	0	0	0	0			0	3	2	2	1			0	3	0	0	0			2	2	0	1	25
Add Ons	0	0	0	0			2	2	2	3	1			2	0	0	1	1			0	0	0	0	0			0	0	1	0	15
Total Passengers Transported	6	6	15	3			17	14	9	14	7			14	7	8	16	11			12	10	8	14	6			6	8	11	9	231