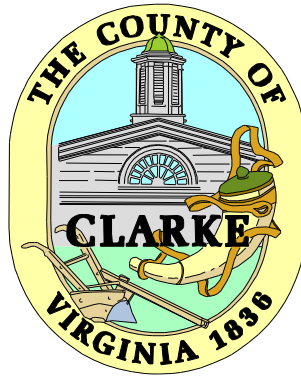


Clarke County Board of Supervisors



Regular Meeting Packet

March 17, 2015



Clarke County Board of Supervisors Regular Meeting Agenda

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

Item	March 17, 2015	Packet Page
Afternoon Session 1:00 PM		
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2. Adoption Of Agenda		5
3. Citizen's Comment Period		6
4. VDOT Update		7
5. Addiction Action Committee Presentation by Tim Coyne and Kevin Sanzenbacher		8
6. Septic Pump Out Program Report by Alison Teetor		9
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8. Approval of Minutes		
– February 17, 2015 Regular Meeting		12
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9. Consent Agenda		48
– 2015-03R Resolution Congratulating the Clarke County High School Wrestling Team for Winning the Group 2A State Championship		49
– 2015-01P Proclamation Northern Shenandoah Valley disAbility Awareness Week		50
10. Board of Supervisors Personnel Committee		51
A. Expiration of Term for appointments expiring through May 2015. Action: Approve Personnel Committee recommendations:		52
– Berryville Area Development Authority		
• Appoint Wingate Mackay-Smith to serve a 3-year term expiring 03-31-2018 assuming the seat previously held by Jerry Boyles		
– Clarke County Library Advisory Council		
• Reappoint Adeela Al-Khalili to serve a 4-year term expiring 04-15-2015		
• Reappoint Maxine Zinman to serve a 4-year term expiring 04-15-2015		
– Clarke County Planning Commission		
• Reappoint Jon Turkel to serve a 4-year term expiring 04-30-2019		
• Reappoint George Ohrstrom, II to serve a 4-year term expiring 04-30-2019		
11. Board of Supervisors Work Session and FY2016 Budget Work Session		61
A. Reassessment Update by Steve Wampler, Wampler Eanes. Action: Information Only		62
B. Virginia Department of Health Review and Discussion re FY2016 Funding Request. Action: Information Only		64
C. FY2016 Budget Work Session 03-09-2015. Action: FY2016 Budget Work		65

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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3/11/2015 3:10 PM



Clarke County Board of Supervisors Regular Meeting Agenda

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

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Session with Tom Judge for March 17

12. Board of Supervisors Finance Items	91
1. FY 15 Budget Adjustments for Salary increases. Action: Approve Finance Committee recommendation	92
a. Emergency Medical Dispatch Grant. <i>"Be it resolved that the FY 15 Capital Projects expenditure budget be increased \$57,454, that the same be appropriated, that revenue from the Commonwealth in the amount of \$45,963 be recognized, and that the designation from Government Savings be reduced in the amount of \$11,491, all for the purpose of purchasing new software to facilitate Emergency Medical Dispatch."</i>	
b. Registrar Equipment Grant. <i>"Be it resolved that the FY 15 Registrar budget be increased \$1,774, and the same appropriated, and revenue from the Commonwealth in the same amount recognized, all for the purpose of purchasing photo ID equipment for the Registrar's Office."</i>	
2. Cooperative Extension Intern. Action: Approve Finance Committee recommendation.	100
3. FY2016 Budget Issues. Action: Continued discussion. See Item 11 C.	83
4. Bills and Claims. Action: <i>February Bills and Claims were not available at the Finance Committee meeting due primarily to ERP training and weather. They will be available prior to the March regular meeting or the April Finance Committee meeting.</i>	
1. Standing Reports	
Reconciliation of Appropriations	108
General Fund Balance	109
13. Joint Administrative Services Update	110
14. Government Projects Update	115
15. Miscellaneous	116
16. Summary Of Required Action	117
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18. Closed Session [as necessary]	119
19. Adjournment	120

No Evening Session

Reports in March Packet:

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2. 2014 Annual Report – Department of Planning	129

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

Clarke County Board of Supervisors

WE CLARKE COUNTY BOARD OF SUPERVISORS REGULAR MEETING PACKET MARCH 17, 2015

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

Clarke County Board of Supervisors

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Addiction Action Committee Presentation

by Tim Coyne and
Kevin Sanzenbacher

MEMORANDUM

TO: David Ash, Board of Supervisors
FROM: Alison Teetor
DATE: February 4, 2015
SUBJECT: Tracking Septic Pumpouts

Background

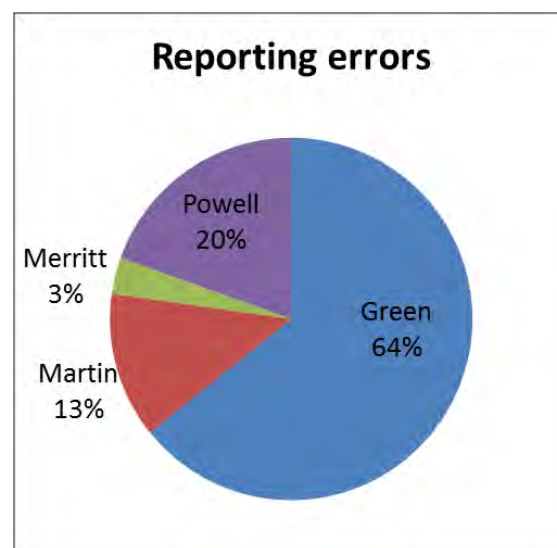
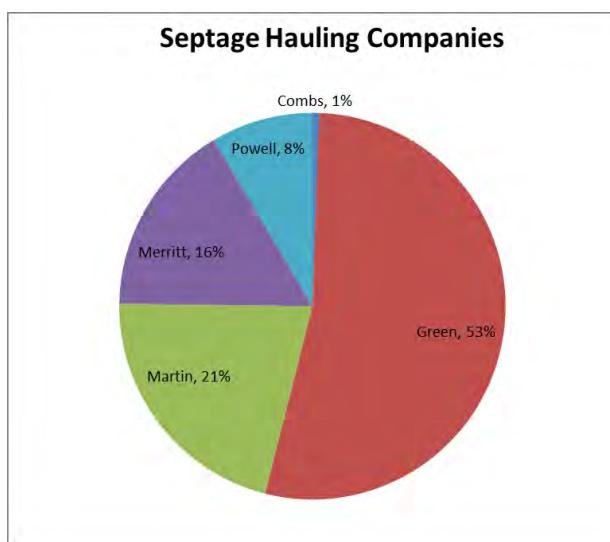
Beginning in January 2011, the Frederick-Winchester Service Authority (FWSA) has required Clarke County to verify that the septage disposed of at the Opequon Treatment Facility originated in Clarke, as outlined in the Agreement between the County and FWSA. This validation consists of cross-referencing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

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

Data Analysis

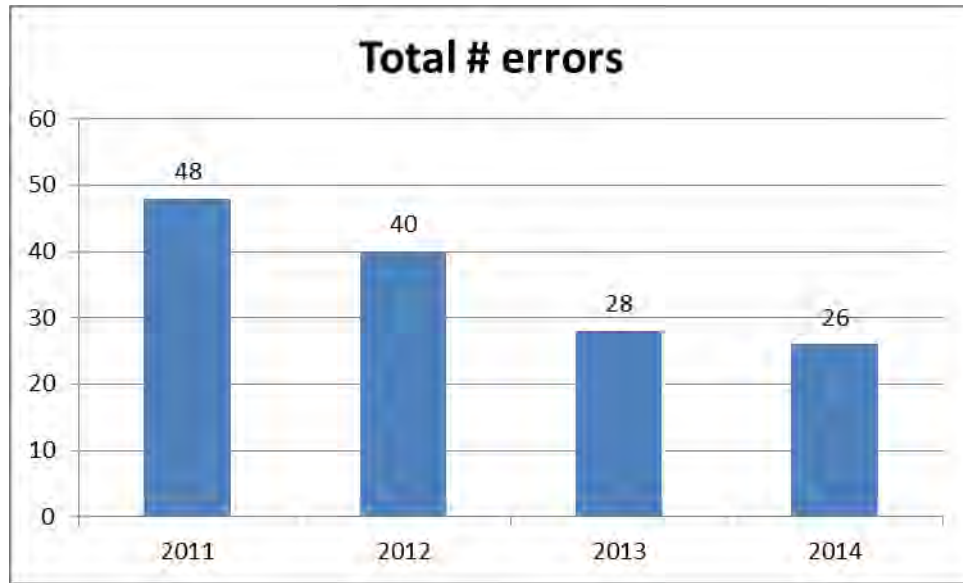
The primary purpose of the data review is to insure that the septage brought to the Opequon Treatment Facility and credited to the County does in fact originate in Clarke County. The following chart and graph summarize the number of pumpouts occurring monthly and indicates that a relatively small number either have not been verified or have originated outside of Clarke County. Of 2,506 pumpouts in 4 years, 122 could not be verified (5%). Lack of verification was generally the result of incomplete invoices, unreadable addresses, or addresses that could not be identified as being located in the County.

Seven different companies have pumped septage in the County; however 4 companies have conducted 99% of the pumpouts in the last 3 years. The companies include Greens Septic Service, Powell's Plumbing, Martin Septic Service, and Merritt Sanitation. The following chart details the percent pumpouts for each company and the reporting errors.

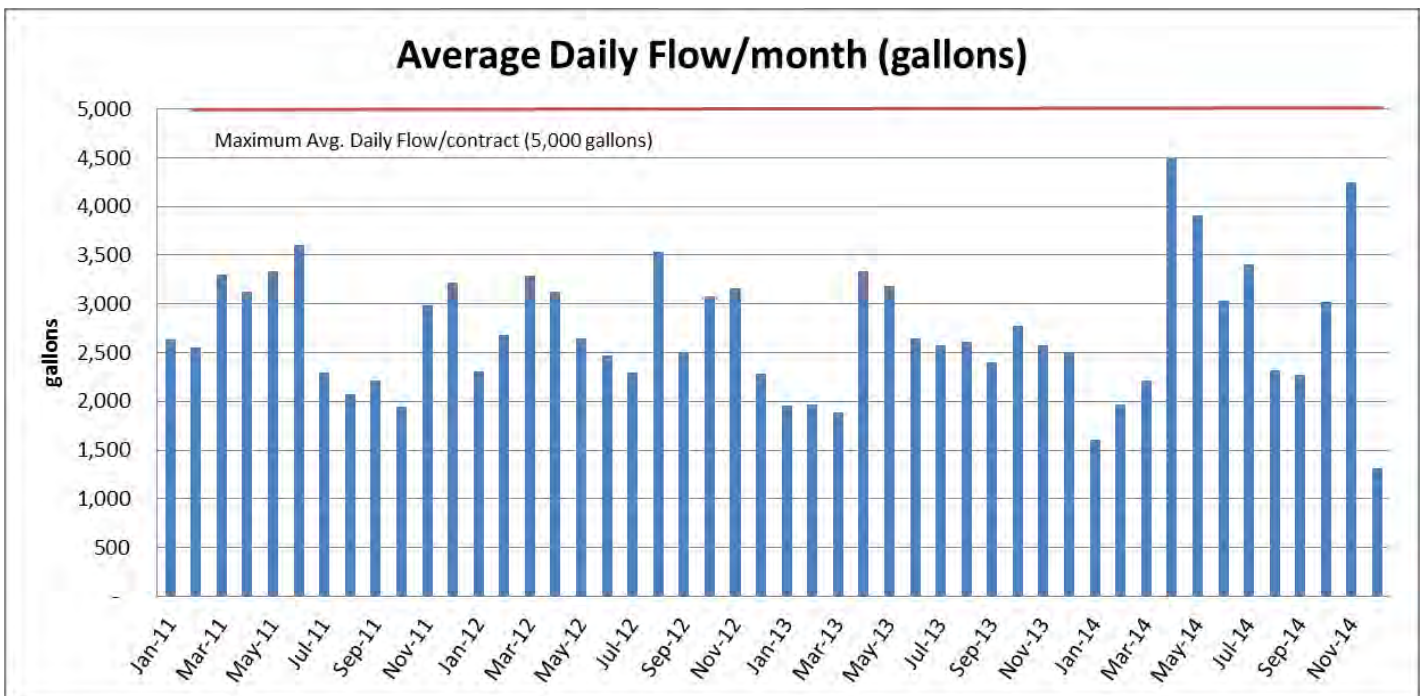


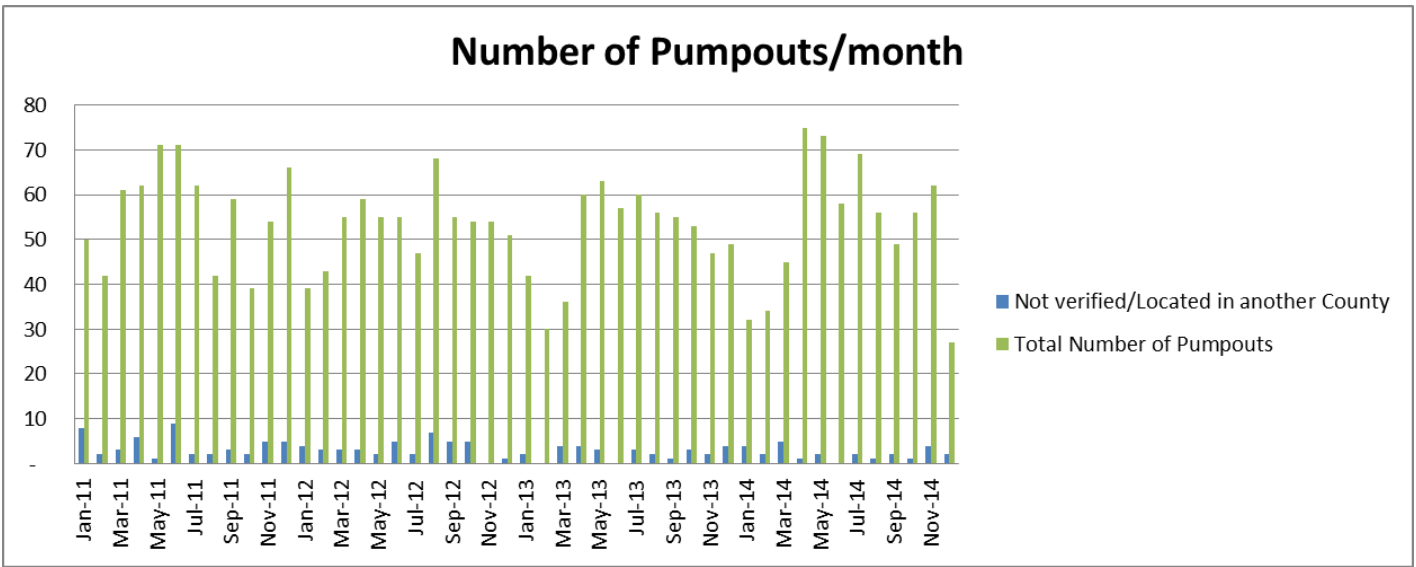
Greens Septic Service has conducted the majority of the pumpouts and also have the highest error rate however it is important to note that the error rate is very low relative to the number of pumpouts.

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



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





Conclusion

The data over the 3 years is very consistent with regards to the number of pumpouts and average daily flow. Based on issues with verification due to incorrect addressing, hard to read hand writing, or incomplete invoices a letter will be sent to each of the 4 primary haulers requesting that drivers insure that address information on invoices is accurate and legible.

Recommendation

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

Periodic pumping of septic tanks is an important component of the maintenance of an onsite system to insure it functions as designed so as not to pollute groundwater. Chesapeake Bay TMDL recommendations include mandatory pumpouts every five to 7 years. Staff recommends that a mandatory septic pump out ordinance be developed and considered for adoption.

February 17, 2015

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 17, 2015.

Board Members Present

Barbara Byrd; J. Michael Hobert; Bev McKay; John Staelin; David Weiss

Board Members Absent

None

Staff Present

David Ash; Frank Davis; Tom Judge; Brandon Stidham; Lora B. Walburn

Others Present

Tony Roper; Keith Dalton; Terry Catlett; Gem Bingol; Val Van Meter and other citizens.

1) Call to Order

Chairman Weiss called the afternoon session to order at 1:02 p.m.

Bev McKay joined the meeting at 1:03 p.m.

2) Adoption of Agenda

- Add Closed Session pursuant to §2.2-3711-A3 Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body.
- Add Miscellaneous:

- Barns of Rose Hill Visitor Center Sign
- Tick Disease Program

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

Barbara J. Byrd	- Aye
J. Michael Hobert	- Aye
Beverly B. McKay	- Aye
John R. Staelin	- Aye
David S. Weiss	- Aye

3) Citizens Comment Period

No citizens attending the afternoon session addressed the Board.

4) VDOT

Ed Carter was unable to attend the monthly meeting due to the weather event. He provided the following update via email:

Maintenance:

- Performed pothole repair on both hard surfaced and non-hard surfaced roads;
- Conducted Boom-axe operations along Rt. 7;
- Performed large article trash and tree removal on various routes;
- Mobilized and responded to weather events.
- We will continue with the pothole repair and Boom-axe operations;
- Shoulder repair is planned for Rt. 608 and Main St. in the Town of Berryville.
- Contractors are being scheduled in March for remaining trash pickup, weather permitting.

Other Issues:

- All Good Music Festival in West Virginia: VDOT is making formal contact with event sponsors and West Virginia officials outlining our requirements for traffic control.
- Bridge replacement over Rt. 601: Department of Homeland Security is replacing deck on bridge they maintain across Rt. 601 beginning in May of 2015. The clearance on Rt. 601 will be reduced from 14'2" to 13'0". Appropriate signage will be in place.

- Virginia State Police concerns over traffic pattern at intersection of Rt. 624/626: Traffic Engineering has reviewed and made recommendations. Report has been sent to County Administrator for review.

5) Approval of Minutes

Vice Chairman McKay requested a correction on Book 22 Page 134: Add strike through to Clerk of the Circuit Court.

Supervisor Staelin moved to approve the minutes for January 20, 2015 as modified. The motion carried by the following vote:

Barbara J. Byrd	- Aye
J. Michael Hobert	- Aye
Beverly B. McKay	- Aye
John R. Staelin	- Aye
David S. Weiss	- Aye

6) Consent Agenda

Valley Regional Enterprises Agreement – Fee for Service

Supervisor Staelin confirmed with staff that this was a standard contract.

Supervisor Hobert put forth that he had asked Mike Legge, Purchasing Manager, to contact David Ash with corrections about the contract. He stated that Valley Regional Enterprises is not a non-stock corporation and he was confused by language used purporting to be a service agreement between Premier Accounts Receivable Management, which is a “doing business as” enterprise and is not a legal entity and is a division of Valley Health System. He stated that Valley Health System does not show up anywhere else as a party but Valley Regional Enterprises shows up as a party but it is in fact a stock corporation if it is a corporation in Virginia and should be corrected.

Supervisor Hobert commented that he found nothing in the agreement about soft billing and he did not know whether that was intentional or desirable.

David Ash responded that there was no specific reference to the term soft billing in this contract as it is important that the County retain immediate control over what is or is not billed.

Chairman Weiss remarked that County’s policy states that the County Administrator has the authority to decide what is in the best interest of County citizens.

David Ash added that County attorney Bob Mitchell had reviewed the agreement.

Supervisor Staelin confirmed with staff that other communities using the standard contract also have soft billing.

Supervisor Hobert moved to adopt the agreement subject to the County Administrator confirming with Mike Legge and counsel that the actual identity is correct and no reference to soft billing is needed. The motion carried by the following vote:

Barbara J. Byrd	- Aye
J. Michael Hobert	- Aye
Beverly B. McKay	- Absent
John R. Staelin	- Aye
David S. Weiss	- Aye

**SERVICE AGREEMENT between
Premier Accounts Receivable Management
Division of Valley Health System and
County of Clarke**

BILLING AND COLLECTION SERVICE

THIS AGREEMENT is made and entered into this March 1, 2015, by and between **Valley Regional Enterprises**, a Virginia stock corporation, d/b/a "Premier Accounts Receivable Management" (hereinafter referred to as "**Agent**") and the **County of Clarke** (hereinafter referred to as "**Company**"). **Agent** and **Company** are sometimes referred to in this Agreement as a "party" and collectively as the "parties".

FOR AND IN CONSIDERATION OF the mutual promises, covenants, and agreements hereinafter set forth, **Agent** and **Company**, with the intent to be legally bound, agree as follows:

I. RESPONSIBILITIES OF AGENT:

Agent shall provide a monthly billing and collections service for ambulance transportation services provided by the **Company** as follows:

- A.** All claims shall be filed with third party payers within seven (7) business days, or as soon as practicable after all required information is received by **Agent** from the **Company**.
- B.** The following monthly reports shall be provided to **Company**:
 1. Aged Accounts Receivable Report, including Days Outstanding
 2. Financial Summary
 3. Revenue by Payer
 4. Payments received
 5. Any other reasonable and available documentation outside of standard system reports that may be requested by **Company** during the course of the contract period.
- C.** Agent shall provide training to staff on proper documentation that must be secured for the billing process. Refer to Section VI for initial training cost. Ongoing training will be provided when the billing service experiences software or reimbursement regulation changes at no cost to the company.
- D.** A mailbox at P.O. Box 1910, Winchester, Virginia, for Company shall be maintained by Agent for all correspondence received, if requested by Company.

- E. Agent shall maintain telephone lines for billing inquires and shall provide sufficient personnel to answer billing inquiries from patients during normal business hours.
- F. Agent shall provide Company with administrative expertise and shall keep Company informed as to changing regulations within the insurance industry related to this billing and collection service.
- G. The Agent will perform billing services in accordance with reasonable commercial practices and applicable law, including Medicare rules and procedures governing the billing of ambulance transportation services.

II. RESPONSIBILITIES OF COMPANY:

Company shall be required to do the following as a part of this Agreement:

- A. Adopt and maintain such documentation, licenses, certifications, policies and procedures as are necessary to become and remain qualified for Medicare, Medicaid, and other payer reimbursement. A list of required documents may be found in Addendum B.
- B. Agree to the refund policy which states that the Company will issue payable checks for refund within twenty (20) business days of receiving the request from Agent and provide Agent with copies of refund checks within seven (7) business days of issue.
- C. Company shall bear the sole financial responsibility for any adjustments, modifications, write offs, write downs, or other changes, relating to claims which Company has supplied to Agent for processing under this Agreement.
- D. Company and its employees shall adhere at all times to all applicable laws, regulations, manuals, and interpretations when providing billing and reimbursement information to Agent.

III. REPRESENTATIONS OF COMPANY:

Company represents and warrants as follows:

- A. **Company** and its employees or contractors are fully certified, licensed and authorized to perform the medical or other services which will give rise to the billing, collections, and payment procedures contemplated under this Agreement.
- B. **Company** and its employees or contractors have not been convicted of any health care related crimes in the past and there are no pending investigations, inquiries, litigations, indictments, administrative or licensing reviews or procedures of any kind whatsoever regarding their fitness or ability to render the medical services for which the bills will be processed under this Agreement.
- C. **Company** and its employees or contractors have not in the past knowingly submitted any false claims or knowingly participated in the submission of false claims with respect to medical services.
- D. All bills or requests for payments provided by **Company** to **Agent** will be due and owing to **Company** and **Company** has not assigned and will not assign benefits or its rights to payment of any such bills to any third party.
- E. **Company** has complied with all of the laws, rules and regulations of the Medicare and Medicaid programs, and other governmental health care programs when filing claims with such programs, and that there is no basis for any claim or request for overpayment, recoupment, or reimbursement by any federal or state agency or other provider reimbursement entities relating to Medicare or Medicaid claims.
- F. **Company** has not been subject to audit relating to fraudulent Medicare or Medicaid procedures or practices. Neither **Company**, nor persons and entities providing professional services on behalf of **Company** have knowingly or willingly engaged in any activities that are prohibited under federal and/or state laws or regulations, including with limitation federal Fraud and Abuse statutes, or the Civil Monetary Penalty statute.

IV. PROGRAM RECORDS:

- A. **Agent** shall maintain all billing records electronically for all billed services for four (4) years after the service date. **Company** shall have full access to billing records during such 4-year period.

- B. Duplicate Documents. During the term of the Agreement, **Company** will provide **Agent** with copies of documents and other information relating to the services provided by **Company**. **Agent** will assume no responsibility under this Agreement to maintain such records for use by **Company**, and **Company** will be responsible for maintaining **Company's** own original documents, or legible copies thereof, in order to meet **Company's** own record-keeping requirements.
 - C. Upon termination of the Agreement, **Agent** shall retain patient billing records for a period of up to one (1) year and provide continuing collection services for all billed accounts pursuant to Section V. Term and Termination, Section (E) below. Upon completion of this one (1) year period, **Company** shall retain the billing records for a sufficient time to satisfy all applicable state and federal requirements and in accordance with **Company's** Record Retention policy, a copy of which shall be provided to **Agent** upon execution of this Agreement. However, **Company** shall provide full access to **Agent** for all billing records up to four (4) years from service date.
 - D. Both **Agent** and **Company** recognize the contents of such records shall be and remain confidential and that neither party shall release the contents of said records, except as required for billing or upon authorization of the person to whom the records pertain or as ordered by a court or appropriate governmental authority. If **Agent** receives a request for additional information from **Company**, it will provide the information to **Company** within three (3) business days.
 - E. During the period of this Agreement, **Agent** shall provide appropriate safekeeping for all files and records in a locked, secure area away from public access.
 - F. For purposes of this Section IV, whenever **Company** has access to any billing records or patient files, **Agent** shall provide **Company**, or authorized designee, access to such records or files during normal business hours of **Agent**, after reasonable advance notice to **Agent**.
 - G. Federally Mandated Recordkeeping and Disclosure. To the extent Section 1861 of the Social Security Act, as amended (42 U.S.C. Section 1395x(v)(1)), is applicable to this Agreement, until the expiration of four (4) years after the furnishing of services pursuant to this Agreement, **Agent** shall make available, upon written request of the Secretary of Health and Human Services or the Comptroller General of the United States, or any of their duly authorized representatives, this Agreement, any books, documents and records of **Agent** that are necessary to verify the nature and extent of costs incurred by **Company** under this Agreement. If **Agent** carries out any of the duties of this Agreement through a subcontract with a value or cost of Ten Thousand Dollars (\$10,000) or more over a twelve (12) month period, any such subcontract must contain a clause similar to that set forth in the preceding sentence.
 - H. Right to inspect. Each party shall have the right of reasonable inspection of records of the other party pertaining to this Agreement. Further, either party shall have the right, at its expense, to engage a third party for the purpose of conducting an audit of the payments to, from, or on behalf of either party to the other, such audit to be conducted on reasonable notice to the other party. Each party agrees to cooperate reasonably in any such inspection and audit.
 - I. Government Actions. Neither **Company** nor **Agent** shall take any action or fail to take any action which such party knows will cause any governmental authority having jurisdiction over the operation of **Company** to institute any proceeding for the suspension, rescission, or revocation of any necessary license, permit certification, or approval. **Agent** shall not take any action or fail to take action which **Agent** knows will adversely affect **Company's** right to accept and obtain payments under Medicare, Medicaid, or any other public or private third party medical payment programs.
- V. **TERM AND TERMINATION:**
- A. This Agreement shall be an initial term of one (1) year commencing on March 1, 2015 and ending on January 31, 2016. This Agreement may be renewed by mutual agreement of the parties after a joint meeting between **Agent** and **Company** at least sixty (60) days prior to the expiration date of the Agreement.
 - B. Except as otherwise provided for in this Agreement, if any party shall default in the performance of any of its material obligations hereunder and such default shall continue and not be corrected within thirty (30) days after receipt of written notice of such default from the non-defaulting party, in such event the

non-defaulting party may at its option terminate this Agreement by delivery of written notice before the effective date of termination.

- C. The parties may terminate this Agreement before its expiration by mutual agreement, in writing.
- D. Either party may terminate this Agreement for any reason or for no reason by giving the other party thirty (30) days prior written notice.
- E. Any termination of this Agreement shall not affect either party's obligations under this Agreement with respect to services provided or events occurring prior to the termination date. Notwithstanding anything in this Agreement to the contrary, upon the effective date of termination of this Agreement, for a period of one hundred twenty (120) days, **Agent** shall continue to perform the services defined in Section I for all of **Company's** accounts receivable related to services rendered to patients by **Company** prior to the effective date of termination. Payment for such services shall be pursuant to Section VI(A) below. The parties may negotiate for additional transitional services beyond the scope of Section I and beyond the time frame of 120 days if so desired. All applicable terms and conditions of the Agreement will be in force and effect until such time as these activities undertaken by **Agent** on behalf of **Company** have ceased.

VI. COMPENSATION:

- A. As compensation for services rendered, **Company** agrees to pay **Agent** a fee of seven percent (7%) of net collections. "Net Collections" is defined as the total payments collected for a one-month period minus refunds during same period. The compensation paid to **Agent** under this Section VI (A) shall under no circumstances be refundable to **Company**. **Agent** shall invoice **Company** on a monthly basis. Additional special services requested by **Company** not outlined in this Agreement shall be handled on an individual case-by-case arrangement and billed separately.

Special services requested: Initial on-site ambulance transportation documentation training provided. Cost will be \$800 for maximum of 4 hours of onsite training, payable upon invoicing from **Agent**. Training will include presentation developed by Page, Wolfberg, & Wirth –National EMS Law Firm, handouts, and question/answer session.

- B. Payment for services provided by the **Agent** shall be made by **Company** in full no later than twenty (20) business days following receipt of the invoice.

VII. JURISDICTION AND VENUE:

This Agreement shall be governed by and shall be construed in accordance with the laws of the Commonwealth of Virginia. The venue for any legal proceedings involving the interpretation or performance of this Agreement, or in any way pertaining to this Agreement, shall be the Circuit Court of Frederick County, Virginia, or the United States District Court for the Western District of Virginia, Harrisonburg Division.

VIII. FURTHER ASSURANCES:

Each party hereto shall execute and deliver all letters, applications, certificates, endorsements, assignments, and other documents as reasonably requested by any other party hereto in order to effect or carry out the provisions of this Agreement and shall cooperate to the fullest extent possible to accomplish and carry out the intent of the parties as expressed herein.

IX. INTEGRATION:

This Agreement constitutes the entire Agreement between the parties with respect to the subject matter hereof and supersedes all prior agreements, understandings, negotiations, and discussions, whether oral or written, of the parties with respect to the subject matter hereof.

X. WAIVER:

No waiver of any provision of this Agreement, nor consent to any departure there from, shall be effective unless the same shall be in writing and signed by all of the parties hereto and then such waiver or consent shall be effective only in the specific instance and for the specific purpose for which given.

XI. NO THIRD PARTY BENEFICIARIES:

Nothing herein expressed or implied is intended or shall be construed to confer upon or to give any person, other than the parties hereto, any rights or remedies under or by reason of this Agreement.

XII. COUNTERPARTS:

This Agreement may be executed in any number of counterparts, each of which when executed and delivered shall be deemed to be an original and all of which counterparts taken together shall constitute but one and the same instrument.

XIII. SEVERABILITY:

Should any provision of this Agreement be declared or found to be illegal, unenforceable or void, both parties shall be relieved of all obligations arising under that provision. If the remainder of this Agreement is capable of substantial performance, the remainder of the Agreement shall remain in full force and effect.

XIV. ETHICS AND COMPLIANCE:

- A. Excluded Provider. Each party represents and warrants to the other party that the party and its employees or contractors are not now listed by a federal agency as excluded, debarred, suspended, or otherwise ineligible to participate in federal programs, including Medicare and Medicaid, and is and are not now listed, nor has any current reason to believe that during the term of this Agreement will be so listed, on the HHS-OIG Cumulative Sanctions Report or the General Services Administration List of Parties Excluded from Federal Procurement, and Non-Procurement Programs. The parties agree that a party may terminate this Agreement, upon notice to the other party, in the event that the other party is listed on the HHS-OIG Cumulative Sanctions Report or the General Services Administration List of Parties Excluded from Federal Procurement and Non-Procurement Programs.
- B. HIPAA. Pursuant to this Agreement, **Agent** will be providing services for **Company** that involve the use and disclosure of PHI ("PHI"). PHI, as defined by the Health Insurance Portability and Accountability Act ("HIPAA"), is individually identifiable health information, created by a health provider or health plan that identifies the individual and contains information concerning his/her past, present, or future condition or treatment. **Company** and **Agent** agree to protect the privacy and confidentiality of such PHI as required by privacy rules promulgated under HIPAA. The parties further agree to execute any additional agreements that may be required to assure their continuing compliance under HIPAA, including, but not limited to, the Business Associate Addendum, attached hereto as Addendum B.
- C. Compliance with Law. The parties agree that the compensation provided in this Agreement is commercially reasonable and consistent with fair market value for the billing and collection services rendered by **Agent**. The terms and conditions of this Agreement were negotiated at arm's length and no portion of this Agreement is directly or indirectly based upon the volume or value of referrals between the parties or their affiliates. No payment or benefit hereunder is conditioned upon, nor is the purpose of any such payment or benefit hereunder to affect or induce either party to this Agreement or any of their owners or affiliates to refer any patient to the other party for any goods or services, including but not limited to goods or services reimbursable under Medicare, Medicaid or any other state or federal health care program.
- D. Change in Law. Notwithstanding anything to the contrary contained in this Agreement, in the event that any Medicare and/or Medicaid law, rule, regulation, or payment policy, or any other applicable law or regulation, or any interpretation thereof, at any time, is modified, implemented, threatened to be implemented, or determined to prohibit, restrict, or in any way materially change the terms of this Agreement, or by virtue of the existence of this Agreement has or will have a material adverse affect on either party, the **Company** and **Agent** agree to negotiate in good faith to amend this Agreement in a manner consistent with such change and the intent of the parties. If for any reason any term or condition of this Agreement is found to be invalid or contrary to government laws, rules,

regulations, or orders, **Company** and **Agent** agree to immediately and in good faith modify such term or condition to comply with such government law, rule, regulation, or order.

XV. INTENTIONALLY DELETED

XVI. MISCELLANEOUS:

- A.** Company shall be solely responsible for establishing the rates to be charged for ambulance transports.
- B.** Insurance. Each of the parties will, at its own expense, maintain a policy or policies of professional liability and comprehensive general liability insurance with respect to the respective activities of each.
- C.** The billing services to be supplied by Agent shall be based solely on information supplied by and actions requested by Company. Agent and Company acknowledge and agree that Agent is not responsible for the collection of information by Company and that Agent's actions are taken in sole reliance upon the information provided by Company.
- D.** Assignment of this Agreement by Company shall not be made in whole, or in part, without prior written consent of Agent. Agent shall be permitted to assign this Agreement to an affiliate or subsidiary of Agent without consent.
- E.** This Agreement may be modified only by written agreement signed by both parties. There shall be no oral modification of any part of this Agreement (including this specific paragraph) which shall bind either party.
- F.** Each provision of this Agreement shall be considered severable, and if for any reason any provision or provisions hereof are determined to be invalid, such invalidity shall not impair the operation of, or affect, those portions of this Agreement which are valid, and this Agreement shall remain in full force and effect and shall be construed and enforced in all respects as if such invalid or unenforceable provision or provisions have been omitted.
- G.** Both parties certify that all activities related to the contract will be performed in compliance with the Fair Debt Collection Practices Act and all similar state or federal statutes or regulations.
- H.** Arbitration. The parties shall, in good faith, attempt to resolve any controversy, dispute or disagreement arising out of or relating to any provision of this Agreement, or the breach thereof, including but not limited to issues concerning termination of this Agreement, by negotiation between the parties. If any such controversy, dispute or agreement cannot be resolved through negotiation, the dispute will be submitted to binding arbitration. Arbitration may be demanded by either party by written notice to the other and must be held within thirty (30) days of the date that arbitration is demanded. The parties shall mutually agree upon an arbitrator. If they cannot agree upon an arbitrator within fifteen (15) days of either party requesting arbitration, they shall refer the dispute to the American Health Lawyers Association Dispute Resolution Service (or if it is not then in existence, to the American Arbitration Association) for appointment of an arbitrator. The arbitration will be conducted in Winchester, Virginia. Any cost of the arbitration other than the parties' own attorneys, consultants, expert witnesses and similar fees, including any fee charged by the arbitrator, shall be shared equally by the parties. The arbitration process itself, and any other information or disclosures revealed by either party to the arbitrator or to the other party during the arbitration process shall be confidential. The arbitration process shall be conducted in accordance with the American Health Lawyers Association Alternative Dispute Resolution Service Rules of Procedure for Arbitration (or applicable rules of the American Arbitration Association), except as otherwise provided in this Agreement or as mutually agreed upon by the parties. The award or decision rendered by the arbitrator shall be final, binding and conclusive, and judgment may be entered upon such award by any court of competent jurisdiction. The arbitration provisions of this Agreement shall not prevent either party from obtaining injunctive relief from a court of competent jurisdiction to enforce the obligations of the other party hereunder for which such party may require provisional relief pending a decision on the merits by the arbitrator.
- I.** Independent Contractor. Both parties to this Agreement are independent contractors. Nothing in this Agreement shall be construed as creating any partnership, joint venture, or agency

relationship, and the parties shall have independent control over their own policies, management, assets, and provision of services.

- J. Notices. Any notice to be given under this Agreement shall be given in writing and shall be deemed to have been properly given if delivered by hand, deposited for delivery with recognized overnight courier, or if sent by certified or registered mail, postage prepaid, addressed to the other party at the address set forth below or at any other address, notice of which shall have been given in accordance with this Section:

If to Agent:

Valley Health System 220 Campus Blvd, Suite 210 Winchester, VA 22601
Attention: President, Valley Regional Enterprises
VHS Vice President, Ambulatory & Wellness Services

If to Company:

County of Clarke **101 Chalmers Court Berryville, VA 22611**
Attention: David Ash

IN WITNESS WHEREOF, the parties have executed this Agreement by signature of their duly authorized representative as of the day and year first above written.

COMPANY:

County of Clarke

By: _____
David Ash, Clarke County Administrator

AGENT:

Valley Regional Enterprises, Inc. d/b/a Premier Accounts Receivable Management

By: _____
Chris Rucker, President, Valley Regional Enterprises VHS Vice President, Ambulatory & Wellness Services

ADDENDUM A

COPIES OF THE FOLLOWING ARE NEEDED FROM COMPANY:

- Business license provided annually
- Liability insurance
- Tax I.D. number
- Ambulance license
- Payer Contracts
- Vehicle Registration(s)

ADDENDUM B

BUSINESS ASSOCIATE AGREEMENT

This Business Associate Agreement (this "BAA") is entered into on this March 1, 2015 (the "Effective Date") by and between County of Clarke, (the "Covered Entity"), and **Valley Regional Enterprises**, a Virginia nonstock corporation, d/b/a "Premier Accounts Receivable Management" (the "Business Associate").

RECITALS:

WHEREAS, the Covered Entity and Business Associate are parties to a primary agreement (the "Primary Agreement") whereby Business Associate provides certain items and/or services (the "Designated Functions"); and

WHEREAS, the Parties desire to enter into this BAA to comply with the Standards for Privacy of Individually Identifiable Health Information ("Privacy Standards"), the Security Standards promulgated by the Secretary of the U.S. Department of Health and Human Services ("HHS") under the Administrative Simplification Provisions of the Health Insurance Portability and Accountability Act of 1996 ("HIPAA"), and other applicable legal requirements relating to Protected Health Information (as defined below).

NOW, THEREFORE, the parties hereby agree as follows:

1. DEFINITIONS:

- 1.1 *Protected Health Information* shall have the meaning as set forth in 45 C.F.R. § 164.501, as may be amended from time to time. In such regulation, *Protected Health Information* is defined as individually identifiable health information including, without limitation, all information, data, documentation, and materials, including without limitation, demographic, medical and financial information, that relates to the past, present, or future physical or mental health or condition of an individual; the provision of health care to an individual; or the past, present, or future payment for the provision of health care to an individual; and that identifies the individual or with respect to which there is reasonable basis to believe the information can be used to identify the individual.
- 1.2 *Data Aggregation* shall have the meaning as set forth in 45 C.F.R. § 164.501, as amended from time to time.
- 1.3 *Privacy Officer* shall mean the Privacy Officer as defined and set forth under 45 C.F.R. § 164.530(a)(1), as amended from time to time.
- 1.4 *Administrative Safeguards, Physical Safeguards, Security Incident, and Technical Safeguards* shall each have the meanings as set forth in 45 C.F.R. § 164.304, as amended from time to time.
- 1.5 *Breach and Unsecured Protected Health Information* shall each have the meanings as set forth in 45 C.F.R. § 164.402, as amended from time to time.

2. PROTECTED HEALTH INFORMATION

- 2.1 Permitted Uses and Disclosures of Protected Health Information. Business Associate may (i) use and disclose Protected Health Information as necessary to perform the Designated Functions under the Primary Agreement, subject to the restrictions below, (ii) use and disclose Protected Health Information as required by law and as specifically permitted herein, (iii) use Protected Health Information for Business Associate's proper management and administrative services or to carry out its legal responsibilities, subject to the terms of this BAA and the policies and procedures of the Covered Entity, (iv) disclose Protected Health Information for Business Associate's proper management and administrative services or to carry out its legal responsibilities, provided that the disclosures are required by law or Business Associate obtains reasonable assurances from the recipient that the Protected Health Information will remain confidential and used or further disclosed only as required by law or for the purposes that it was disclosed to the recipient and the recipient reports to Business Associate any instances of which Recipient is aware of a Breach; and (v) use Protected Health Information to provide Data Aggregation services as requested by Covered Entity for its health care operations. Business Associate will immediately notify Covered Entity in the event that Business Associate receives an order, subpoena, warrant or similar judicial process directing disclosure of Protected Health Information. In addition, with regard to its use and/or disclosure of Protected Health Information, Business Associate agrees to do the following:
 - a. use and/or disclose the Protected Health Information only as permitted or required by this BAA or as otherwise required by law;

- b. not to use or disclose Protected Health Information in any manner which would constitute a violation of the Privacy Standards if such use or disclosure had been undertaken by Covered Entity;
- c. report to the designated Privacy Officer of the Covered Entity, in writing, any Security Incident, any use and/or disclosure of the Protected Health Information that is not permitted or required by this BAA, or any Breach of Unsecured Protected Health Information of which Business Associate becomes aware, and provide notice to Covered Entity as required in Section 3 and/or Section 5.4 below, as applicable;
- d. use appropriate safeguards, including but not limited to the Security Standards required under Section 2.3 below, to maintain the security of and prevent use or disclosure of the Protected Health Information, except use or disclosure specifically permitted pursuant to this BAA;
- e. ensure that any employees of Business Associate to whom Business Associate provides the Protected Health Information received from, or created or received by Business Associate on behalf of the Covered Entity, comply with the same restrictions and conditions that apply to Business Associate;
- f. use appropriate safeguards to use and disclose only the minimum Protected Health Information necessary to perform or fulfill a specific function required or permitted hereunder;
- g. comply with the requirements of Section 2.2 below with respect to any subcontractors that create, receive, maintain or transmit Protected Health Information on behalf of Business Associate;
- h. make available Protected Health Information in accordance with 45 C.F.R. § 164.524, or any similar provision, as amended and in effect from time to time;
- i. make available Protected Health Information for amendment and incorporate any amendments into the Protected Health Information maintained by Business Associate, its agents or employees in accordance with 45 C.F.R. § 164.526, or any similar provision, as amended and in effect from time to time;
- j. make available the Protected Health Information required to provide an accounting of any disclosures in accordance with 45 C.F.R. § 164.528, or any similar provision, as amended and in effect from time to time;
- k. to the extent that the Primary Agreement requires Business Associate to carry out any obligations of Covered Entity under 45 CFR Part 164, Subpart E, Business Associate shall comply with the requirements of Subpart E that would apply to the Covered Entity in the performance of the obligation(s);
- l. make available to the Covered Entity and to the Secretary of the United States Department of Health and Human Services (“DHHS”) the internal practices, books and records of Business Associate relating to the use and disclosure of Protected Health Information received from, or created or received by Business Associate, its agents and employees on behalf of the Covered Entity, and notify Covered Entity within five (5) days of receipt of any such request by the Secretary of DHHS; and
- m. comply with all further legal requirements affecting use and disclosure of the Protected Health Information, including, without limitation, any applicable requirements of 45 C.F.R. § 164.504, et seq. establishing procedures for mitigating, to the greatest extent possible, any deleterious effects from any improper use and/or disclosure of Protected Health Information.

To the extent that this Section 2.1 provides for Business Associate to make information and/or materials available, Business Associate agrees that such information and/or materials shall be made available as soon as possible following a request by Covered Entity.

- 2.2 Subcontractors. Business Associate may contract with subcontractors to create, receive, maintain or transmit Protected Health Information on behalf of Business Associate provided that such subcontractors agree to appropriately safeguard the Protected Health Information and to comply with the same restrictions, conditions and requirements that apply to Business Associate (including

but not limited to the requirements of Section 2.1 above) by entering into a contract or other arrangement with Business Associate that complies with 45 CFR § 164.314(a)(2). Further, Business Associate shall ensure that such subcontractors shall report to Business Associate any Security Incident, any use and/or disclosure of the Protected Health Information that is not permitted or required by this BAA, or any Breach of Unsecured Protected Health Information of which the subcontractor becomes aware.

- 2.3 Security Standards. Business Associate agrees to implement Administrative Safeguards, Physical Safeguards and Technical Safeguards that reasonably and appropriately protect the confidentiality, integrity and availability of the Protected Health Information that Business Associate creates, receives, maintains, or transmits on behalf of the Covered Entity as required by 45 C.F.R. Part 164, Subpart C, including without limitation any electronic Protected Health Information.
- 2.4 Treatment of Protected Health Information following Termination. Upon termination of this BAA, Business Associate shall (i) upon request of Covered Entity, destroy such portion of or all Protected Health Information received from, or created or received by Business Associate as requested by Covered Entity, (ii) upon request of Covered Entity, require all subcontractors and agents to destroy such portion of or all Protected Health Information as requested by Covered Entity, (iii) return all remaining Protected Health Information received from, or created or received by Business Associate in any form and retain no copies of such information, and (iv) require all subcontractors and agents to return all remaining Protected Health Information. Notwithstanding the foregoing, in the event that Covered Entity determines that the return or destruction of all or a portion of the Protected Health Information is not feasible, Business Associate agrees to retain the Protected Health Information and to extend any and all protections, limitations and restrictions contained in this BAA to Business Associate's use or disclosure of any Protected Health Information retained after the termination of this BAA, and to limit any further uses or disclosures to the purposes that make the return or destruction of the Protected Health Information infeasible.

3. NOTIFICATION OF DISCOVERY OF BREACH

- 3.1 In the event Business Associate discovers any Breach of Unsecured Protected Health Information that is not permitted by the terms of this BAA, Business Associate shall notify and report such Breach in writing to Covered Entity as soon as possible following discovery of such Breach, but in all events within five (5) business days after discovery. Business Associate shall provide Covered Entity with all information available to Business Associate relating to the Breach in order to allow Covered Entity to assess potential notifications to the individual(s) whose Unsecured Protected Health Information has been, or is reasonably believed by Covered Entity to have been accessed, acquired, used or disclosed as a result of such Breach and to facilitate provision of such notifications where Covered Entity determines that such notifications are appropriate or required.
- 3.2 In the event that Covered Entity determines that notification of the Breach must be given to individuals or government authorities, Business Associate will either, as determined by Covered Entity, provide such notifications on behalf of Covered Entity in a form directed or approved in writing by Covered Entity, or reimburse Covered Entity on demand for any and all costs and expenses incurred by Covered Entity in connection with preparing such notifications. Notwithstanding any provision in this BAA to the contrary, Business Associate will not provide any notice to third parties (including, without limitation, patients or governmental authorities) of any Breach unless the form of such notice has been approved in writing by Covered Entity, provided, however, this provision shall not be interpreted to prohibit Business Associate from notifying its legal counsel or its insurers of any Compromise, and this provision shall not be interpreted to prohibit Business Associate from providing any notifications which Business Associate is expressly required by law to provide.

3.3 For purposes of this BAA, any acquisition, access, use or disclosure of Protected Health Information that is not permitted or required by this BAA shall be deemed a Breach of Unsecured Protected Health Information and reportable to Covered Entity unless: (i) the Protected Health Information is unusable, unreadable or indecipherable to unauthorized persons through a technology or methodology specified by the Secretary of DHHS; or (ii) Business Associate conducts a risk assessment and determines that there is a low probability that the Protected Health Information has not been compromised. In the case of the latter, Business Associate shall document its assessment of the following factors: (i) the nature and extent of the Protected Health Information involved, including the types of identifiers and the likelihood of re-identification; (ii) the unauthorized person who used the Protected Health Information or to whom the disclosure was made; (iii) whether the Protected Health Information was actually acquired or view; and (iv) the extent to which the risk to the Protected Health Information has been mitigated. For such risk assessments, Business Associate shall maintain the documentation for a period of at least six (6) years, and shall make the documentation available to Covered Entity upon request.

4. TERM AND TERMINATION

4.1 Term. This BAA shall become effective on the Effective Date and shall continue in effect until all obligations of the Parties have been met, unless terminated as provided in this Section 4. In addition, certain provisions and requirements of this BAA shall survive its expiration or other termination in accordance with Section 5.4 herein. Termination of this BAA shall automatically terminate the Primary Agreement unless otherwise agreed in writing by Covered Entity at the time of termination of this BAA. Subject to Section 5.4, this BAA will automatically terminate without any further action of the Parties upon the termination or expiration of the Primary Agreement.

4.2 Termination by the Covered Entity. In the event that the Covered Entity determines that Business Associate has breached a term of this BAA, the Covered Entity may (i) require Business Associate to use its best efforts to cure such breach to the satisfaction of Covered Entity as soon as possible, (ii) attempt to cure the breach through such means as determined by Covered Entity, and/or (ii) terminate this BAA at any time upon notice to Business Associate, without providing further opportunity to Business Associate to cure such breach and/or to continue efforts to cure. In the event Covered Entity undertakes any efforts to cure a breach by Business Associate, Business Associate shall cooperate with such efforts. In the event of the termination, Business Associate agrees to use its best efforts to assist Covered Entity to achieve an orderly transfer of the Designated Functions.

5. MISCELLANEOUS

5.1 Covered Entity. For purposes of this Addendum, the term Covered Entity shall include all entities covered by the joint notice of privacy practices of the Covered Entity. Notwithstanding the foregoing, Business Associate acknowledges and agrees that nothing herein shall be interpreted to subject any Covered Entity to liability in connection with the Primary Agreement other than such Covered Entity which is listed as a party to the Primary Agreement.

5.2 Limitation of Liability. The parties acknowledge and agree that Business Associate's liability to Covered Entity in connection with any claim by a third party, including, without limitation, any liability of Business Associate for contribution, shall be limited to the amount of liability to which Business Associate would be subject in a direct action by such third party under federal and/or Virginia law with consideration given to all mitigating factors, including, but not limited to, charitable immunity and the liability limit established for health care providers (as the term is defined in Section 8.01-581.1 of the Code of Virginia, 1950, as amended) under the Virginia Medical Malpractice Act or its successor.

5.3 Notices. Any notices to be given hereunder to a party shall be in writing and shall be deemed given if delivered personally, forwarded via U.S. Mail (certified with return receipt requested) or by recognized national overnight courier express carrier, and if to Covered Entity, shall be forwarded to the following address, or such other address of which Covered Entity may give notice:

If to Covered Entity, to: County of Clarke
101 Chalmers Court Berryville, VA 22611
Attention: David Ash

If to Business Associate, to: Valley Health System Attention: Privacy Officer
220 Campus Blvd, Suite 420 Winchester, Virginia 22601

5.4 Survival. The respective rights and obligations of Business Associate and Covered Entity under the provisions of Section 2, 3, 4.2 and 5.2 shall survive termination of this BAA indefinitely.

5.5 General Provisions. This BAA and the Primary Agreement shall be governed by and construed in accordance with the laws of the Commonwealth of Virginia, notwithstanding Virginia's conflict of law doctrine. This BAA may be executed in counterparts, each of which will be considered an original. The parties hereto agree that facsimile signatures or electronically scanned signatures shall be as effective as if originals. Nothing expressed or limited in this BAA is intended to confer, nor shall anything herein confer, upon any person other than the Covered Entity, Business Associate and their respective successors or assigns, any rights, remedies, obligations, or liabilities whatsoever. This BAA may not be modified, nor shall any provision hereof be waived or amended, except in a writing duly signed by authorized representatives of the parties. A waiver with respect to one event shall not be construed as continuing, or as a bar to or waiver of any right or remedy as to subsequent events. Notwithstanding any provision herein to the contrary, Business Associate shall comply with all laws, regulations and requirements applicable to business associates (as such term is defined pursuant to 45 C.F.R. Section 160.103) and all terms, conditions and obligations of business associates (as such term is defined pursuant to 45 C.F.R. Section 160.103) now or hereafter imposed by law or regulation shall be deemed to have been incorporated into this BAA as though set forth in full herein. In the event of any new legislation or amendments, upon request of Covered Entity, Business Associate agrees to execute amendments to this BAA as reasonably requested by Covered Entity to reflect compliance with such laws. In the event of any conflict or inconsistency between this BAA and the terms of the Primary Agreement, the terms of this BAA shall govern. The Parties acknowledge and agree that the violation of Section 2 or 3 of this BAA by Business Associate would cause irreparable harm to Covered Entity and that Covered Entity's damages would be difficult to ascertain. Accordingly, in addition to any other remedies available, Covered Entity shall be entitled to injunctive relief and/or specific performance to enforce the provisions of Section 2 or 3.

WITNESS the following signatures effective as of the date first set forth above.

COVERED ENTITY:

By: _____
Name: David Ash
Title: Clarke County Administrator

BUSINESS ASSOCIATE:

By: _____
Name: Chris Rucker
Title: President Valley Regional Enterprises VHS Vice President, Ambulatory & Wellness Services

7) Personnel Committee Items

Expiration of Term for appointments expiring through April 2015

02/09/2015 Summary: The Personnel Committee recommends the following appointments:

- English Koontz: Warren-Clarke County Microenterprise Assistance Program Management Team to serve a two-year term expiring December 30, 2016
- Anne Caldwell: Board of Zoning Appeals recommends seeking the Circuit Court's action to reappoint to serve a five-year term expiring February 15, 2020
- Doug Kruhm: Clarke County Historic Preservation Commission at recommendation of the Planning Commission to serve a one-year term expiring April 30, 2016
- Maral Kalbian: Clarke County Library Advisory Council to serve a four-year term expiring April 15, 2019

02/17/2015 Action: **Supervisor Staelin moved to approve the first three recommendations of the Personnel Committee. The motion carried as follows:**

Barbara J. Byrd	- Aye
J. Michael Hobert	- Aye
Beverly B. McKay	- Aye
John R. Staelin	- Aye
David S. Weiss	- Aye

Supervisor Staelin moved to approve the recommendation of the Personnel Committee to appoint Maral Kalbian to the Clarke County Library Advisory Council. The motion carried as follows:

Barbara J. Byrd	- Aye
J. Michael Hobert	- Aye
Beverly B. McKay	- Aye
John R. Staelin	- Aye
David S. Weiss	- Aye

Personnel Policy Review

Chairman Weiss noted that the Board had been trying to create a unified personnel policy. He remarked that at a previous meeting he had suggested that the Board work as a committee of the whole; but at the February 9 Personnel Committee meeting and talking with the County Administrator, it was decided that constitutional officers should

be included in the review from the beginning of the process. The Personnel Committee should review the draft with David Ash and constitutional officers.

Supervisor Hobert opined that this direction was different from the memo received that invited Board members to comment, come to the meeting and email notice email.

David Ash clarified that Board members were included in the distribution but it was not the intent of the memorandum to send invitations to all the Board members.

Chairman Weiss interjected that the memorandum invited constitutional officers.

David Ash concurred and apologized to Board members for any misconception.

Chairman Weiss restated that the Personnel Committee, working in conjunction with the County Administrator and constitutional officers, would perform policy review at a smaller level and create the draft that would then be reviewed by the full Board.

Supervisor Staelin commented that when he read one of the drafts it mentioned the Constitutional Officers but he felt the document was unclear on the approvals they would make.

David Ash clarified that the new draft provides “should any constitutional officer agree to participate in the program that anywhere that Board of Supervisors is mentioned it would be synonymous with constitutional officer.”

Supervisor Byrd asked if the Personnel Committee would be changing the current draft.

David Ash responded that he did anticipate changes but could not provide specifics.

Supervisor Byrd asked that the Board be provided any changes.

Supervisor Staelin requested clarification on the persons designated to perform the review.

Chairman Weiss responded that it would be the Personnel Committee, the County Administrator, with invitations to constitutional officers.

David Ash added that for comments he had added the Planning Director, Parks and Recreation Director, Maintenance Director, and Joint Administrative Services Director.

Chairman Weiss informed the Board that the Committee’s goal was to have a good working copy of the draft ready by April.

8) Board of Supervisors Work Session and FY2016 Budget Work Session February 9, 2015

A. USGS Update by Mark Bennett

02/09/2015 Summary: Mark Bennett provided a PowerPoint presentation on the status of the USGS Cooperative Project.

B. FY2016 Budget Work Session with Tom Judge

02/09/2015 Summary: Tom Judge briefed the Board on the Finance Committee recommendations and actions to date.

02/17/2015 Summary / Action: Tom Judge appeared before the Board to provide an update on the FY2016 budget process.

- The following modifications to the FY 16 budget were agreed to by the Finance Committee at their February 11 meeting, or researched at Finance Committee request subsequent to the February meeting:

1. Real Property Tax Collection. Revise to \$14,208,241.

2. Personnel Requests:

- a. Add \$7K PT Sheriff salaries and \$536 FICA for increased court security.
- b. Add \$21,238 PT salary and FICA to Social Services for data entry.
- c. Add \$23,683 PT Salary and FICA to Social Services for transportation of clients.
- d. Add \$15,295 Federal Revenue associated with PT Social Services positions.

3. Minor Capital requests.

- a. Add grant for EMS to Capital Budget \$89,530 expenditure, \$85,267 revenue, for turnout gear and equipment. Reduce \$25K minor capital to \$2K in Fire/EMS operating budget.
- b. Add \$5K donations, and \$5K expenditure for Parks donation purchases.

4. New Organization requests:

- a. FISH: Add donation of \$1K.
- b. Barns of Rose Hill: Add donation of \$5K in addition to \$4K Arts grant [\$2K state, \$2K count]

5. Superintendent's budget request in with modified debt service.

6. Add CSA Pay-as-you-go @ \$157K.

7. Other:

- a. Reduce Health Department Sanitarian supplements \$-10K.

- b. Reduce Blue Ridge VFD request by \$-40K to level funding.
- c. Add \$40K to personnel contingency for Pay and Classification plan implementation; add designation for same to pay-as-you-go.
- d. Move \$70K County Attorney personnel costs to professional services.

Virginia Department of Health [VDH] Request

Supervisor Staelin queried members of the Finance Committee regarding the reduction in VDH supplements.

Chairman Weiss responded that the personnel the County was supplementing were no longer with the agency and it did not want the supplement perceived as an established fact. He advised that if VDH felt the supplement was needed and would benefit the County the Finance Committee was prepared to revisit.

Supervisor Hobert brought forth the substantial increase in the VDH funding request from \$205,000 to \$228,594. He stated that removing the \$10K supplement was one way the Finance Committee could quickly reduce cost. He said that the Finance Committee also briefly discussed further reductions.

Supervisor Staelin commented that staff must ensure that VDH is supporting County regulations.

David Ash supplied that, as requested by the Finance Committee, he had made contact with VDH and alerted them that its request was not automatically granted and to advise them not to make personnel decisions incorporating supplements that were in the past paid by the County until such a time as this Board and a VDH representative met to further discuss. He advised that the VDH staffer covering Clarke was working out of the Winchester Office; and, at this time, VDH does not have full-time replacements for Clarke's two vacant staff positions.

Tom Judge advised that the Finance Committee has completed review of line items through VDH with further to go including review of the General Fund, Joint Administrative Services, Schools, etc.

State Salary Increases for Schools and Compensation Board Employees

Chairman Weiss asked Tom Judge to brief the Board on School salary increases under consideration by the General Assembly.

Highlights of Mr. Judge's review include:

- Senate and House included a 1.5% salary increase for primarily for instructional personnel. The increase does not include all school employees.

- The amount is based on the Commonwealth's share of what it claims is the established/standard teachers' salary.
- The House and Senate effectively agreed on the increase with some differences including the effective date.
- Similarly, on the government side, certain Compensation Board employees have been included as getting an increase.
- In light of recent raises, it is undetermined whether the County can accept the funding without providing further salary increases.
- More should be known by the end of February.

Cyber Attack on Anthem

Tom Judge updated the Board on the Anthem cyber-attack. Highlights include:

- Virginia state employees affected and Local Choice is a "sister" of the State health care program.
- The State automatically enrolled all Anthem clients in the identity protection program.
- Employees can go to Anthem website and enroll in identity protection at no cost for two years.
- Anthem stated that it would notify every one affected but the County has not yet received notification.
- The FBI is involved and further information will be forthcoming once it reports.

Localities Joining State Health Plan

Supervisor Hobert requested as status update.

Highlights of Mr. Judge's review include:

- Status of the proposed bill is unknown.
- The advantages/disadvantages of joining are unknown.
- Expansion of the insurance pool may help the state.

9) Finance Items

1. FY 15 Budget Adjustments for Salary increases

02/17/2015 Action: Approve Finance Committee recommendation "Be it resolved that the attached budget adjustments be made to reflect the mid-year salary increase which took effect in December".

Following review by Tom Judge, **Supervisor Hobert moved to approve "Be it resolved that the attached budget adjustments be made to reflect the mid-year salary increase which took effect in December". The motion carried as follows:**

Barbara J. Byrd	-	Aye
J. Michael Hobert	-	Aye
Beverly B. McKay	-	Aye
John R. Staelin	-	Aye
David S. Weiss	-	Aye

2. FY 16 Capital Budget.

02/09/2015 Summary: The Finance Committee made the following adjustments to the proposed FY 16 Capital Budget:

- a. Split vehicle repeaters \$72K FY 16 and \$72K FY 17.
- b. Move both Parks planning projects to FY 17.
- c. Move Park to Town utility upgrades to FY 18.
- d. Move solid waste convenience center to FY 17.

3. Acceptance of Bills and Claims

02/09/2015 Summary: The Board should consider acceptance of the January Bills and Claims.

02/17/2015 Action: Supervisor Hobert moved to accept the January bills and claims. The motion carried by the following vote:

Barbara J. Byrd	-	Aye
J. Michael Hobert	-	Aye
Beverly B. McKay	-	Aye
John R. Staelin	-	Aye
David S. Weiss	-	Aye

4. Standing Reports

Capital Projects Status, Reconciliation of Appropriations, General Fund Balance, Conservation Easement Fund, Expenditure Summary.

10) Joint Administrative Services Board Update

Highlights of Tom Judge's update include:

- At its January meeting, the Board adopted the Joint Administrative Services FY2016 budget request. Highlights:
 - Existing software service fees reduced.
 - Part-time salaries increased. Assistance needed in payroll processing.
 - Implement general ledger, purchasing, accounting in May.
 - Payroll implementation October 2015.

11) Government Projects Update

David Ash provided the monthly project update. Highlights include:

- Sheriff's Office Renovation
 - Complete with the exception of exterior work that must wait until spring.
- Park Property
 - Old Parks Office house: fire companies will use the facility for training purposes over the course of the next month.
 - Site cleanup and debris removal will be additional expenses.
- 101 Chalmers Court – BCCGC HVAC Retrofit Project
 - Counsel has received the documents needed to proceed.

12) Miscellaneous Items

Barns of Rose Hill Visitor Center Sign

John Staelin distributed a draft letter of support. Highlights of review include:

- Joint Economic Development Committee might wish to review the actual wording for the signs.
- The visitor center has not yet been named.
- Installation and first-year cost for seven [7] signs is approximately \$4,000.
- Anticipate annual cost of \$2,000 but the Board of Supervisors is not committing to that at this time.
- Anticipate using economic development funds.
- The Finance Committee is reviewing the annual fee that the Barns has requested. This is a separate request.

Vice Chairman McKay moved to send a letter to Marie Henderson, Virginia Tourism Corporation, in regard to the cost of signs for a visitor center at the Barns of Rose Hill. The motion carried by the following vote:

Barbara J. Byrd	-	Aye
J. Michael Hobert	-	Aye
Beverly B. McKay	-	Aye
John R. Staelin	-	Aye
David S. Weiss	-	Aye

Ms. Marie Henderson
Virginia Tourism Corporation
901 East Byrd Street
Richmond, VA 23219

Dear Ms. Henderson,

I am writing with the full support of my fellow Board Members to encourage you to approve the Visitor Center application submitted by the Barns of Rose Hill.

Tourism is a major focus in Clarke County's Economic Development Strategic Plan. Having a Visitor's Center in the Barns facility near the center of Berryville would undoubtedly further the County's efforts to meet its tourism goals.

The Barns of Rose Hill has our full support on this issue as evidenced by the fact that my Board has agreed to pay for the installation cost of the signs directing visitors to the Center.

Sincerely,
David Weiss, Chair

Tick Disease Awareness and Education Program

Supervisor Byrd informed the Board that Brenda Klepper, George Orhstrom, II, and she would be meeting next month to develop a program to educate the public on tick diseases. The group has lined up speakers and done research on handouts and materials. She listed the three main tick diseases:

- Limes Disease
- Rocky Mountain Spotted Fever
- Lone Star Tick

School Board Use of Main Meeting Room

David Ash informed the Board that Town Manager Keith Dalton, School Superintendent Chuck Bishop and he had discussed and agreed to the use of the Main Meeting Room at the Berryville Clarke County Government Center for Clarke County School Board meetings starting in February.

Tribute to John Sours

Chairman Weiss provided a tribute to the late John Sours, who passed away February 6. He stated that Mr. Sours was a fine man that provided good service to the County when a member of the Clarke County Board of Supervisors representing the Berryville District, as a member of the Planning Commission, and while performing the duties of the County's Director of Economic Development. He extended the Board's condolences to the Sours family.

All Good Music Festival

Supervisor Byrd announced that she attended a meeting last week with David Ash, Brandon Stidham, Frank Davis, Sheriff Roper, a Virginia State Police representative and six VDOT department heads. She stated that group reviewed festival issues over its 18-year history and determined that VDOT will be the lead agency.

Supervisor Byrd said that she believed it might be a good idea to have a letter from the chair about the County's feelings and concerns about the festival. She added that they had not communicated with the County. She said that Brandon Stidham has attempted to contact and gotten no response. Supervisor Byrd told the Board that Sheriff Roper met with the Jefferson County Sheriff twice; and to her knowledge, no one from West Virginia has checked with VDOT or Virginia State Police. She said that she has heard stories that Clarke County is fine with the festival.

David Ash provided:

- Update provided in VDOT's monthly report to the Board.
- VDOT is making formal contact with the event sponsor.
- There is an issue before the Jefferson County Commissioners as to whether or not it will comment on the issuance of an alcoholic beverage control commission permit for the event.
- An interested citizen is encouraging interested parties to comment on the alcoholic beverage control commission permit.
- VDOT, believing it has authority, has taken the lead. It is asking for support from the County, Sheriff and State Police.
- VDOT is negotiating with its counterparts in West Virginia.

- A March 2 hearing is scheduled for Bob Aitcheson’s request for injunctive relief on the Board of Zoning Appeals decision.
- All Good Festival promoters have announced the music line up and tickets go on sale starting Friday.

Supervisor Byrd put forth that the Board might want to take action in March in the form of a letter showing its concern for the cost and inconvenience.

Chairman Weiss recapped that VDOT had the lead and the Jefferson County Commissioners have already stated that its BZA is responsible for the decision to grant the festival permit. He opined that the Board should let the process work out with VDOT.

Supervisor Staelin expressed support for writing a letter of opposition to the alcoholic beverage control commission. He put forth that Jefferson County might take notice if informed of Clarke’s efforts to close its roads to festival traffic rerouting the traffic back into West Virginia. He expressed concern about traffic stacking, citizen access to their homes, and emergency vehicle access.

Supervisor Byrd stated that West Virginia is currently planning to close two major entries on Route 340. She opined that several strong letters might be a good approach.

Vice Chairman McKay expressed his opinion that he did not believe there was much Clarke could do to alter the situation. He agreed with Chairman Weiss that Clarke should defer to VDOT.

Supervisor Hobert opined that the strategy of being aggressive is a better strategy. However, for as many people as Supervisor Byrd has heard say that Clarke thinks it’s okay, there are ten times more that think this is just a repeat of Clarke County’s resistance to anything. He continued that whether or not in the end it will be a bad thing there were many people that automatically say, “Well that’s typical Clarke County, and you can’t do anything in Clarke County.”

Supervisor Byrd put forth that there are thousands of attendees at Watermelon Parkfest, which has good track record. She reminded that the All Good Festival does not have a good track record particularly in the area of drug enforcement.

Supervisor Hobert said that he understood and he believed that Supervisor Byrd had done a very good job of getting VDOT out front on the issue. He stated that the issue was the roads.

Vice Chairman McKay opined that the only issue is the roads with the festival in Jefferson County; and, if our citizens and emergency vehicles cannot travel on the roads in Clarke, it is a huge problem.

David Ash added that blocking the road would only occur if the festival were allowed to stack traffic on Clarke Roads. VDOT has stated that it cannot limit traffic for the sake of limiting traffic. VDOT indicates that for as long as traffic is moving it is okay but when it stops, VDOT then has an enforceable interest.

Supervisor Hobert moved to acknowledge that the Chair has the ability to work with Supervisor Byrd, David Ash, and VDOT and, if appropriate, write a letter expressing the Boards' concerns. The motion carried by the following vote:

Barbara J. Byrd	-	Aye
J. Michael Hobert	-	Aye
Beverly B. McKay	-	Aye
John R. Staelin	-	Aye
David S. Weiss	-	Aye

Chairman Weiss concluded stating that the Board should stay within the limits of what it can control, which is the access and safety of its residents. He assured that he would continue to work with Supervisory Byrd and David Ash and keep the Board informed.

Update on Shenanodah Farms Sanitary District

Supervisor Hobert asked for an update on the Shenandoah Farms Sanitary District.

David Ash responded that he was uncertain if what he had was public information but offered to meet with Supervisor Hobert after the meeting. He did confirm that something was submitted to the Court and he believed the judge set May 2 for the hearing. He did note that subsequent to that action a number of issues were raised.

13) Summary of Required Action

<u>Item</u>	<u>Description</u>	<u>Responsibility</u>
1.	Request to VDOT to explain the criteria used for treating and plowing secondary roads and the order in which it is done.	David Ash
2.	Correct and process approved minutes.	Lora B. Walburn
3.	Follow up with language used in the Valley Regional	David Ash

<u>Item</u>	<u>Description</u>	<u>Responsibility</u>
	Enterprises Service Agreement.	
4.	Follow up with visitor center sign letter of support.	David Ash
5.	Follow up with VDH and invite it to address the Finance Committee.	David Ash
6.	Update Appointments database and send letters of appointment.	Lora B. Walburn
7.	Follow up on standing re Business Park covenants and potential violations.	Brandon Stidham

14) Board Member Committee Status Reports

Supervisor Barbara Byrd:

- Humane Foundation: hope to bring in a new member; decided not to have a gala; persons donating to the Shelter have been very generous.
- NWRADC: operational fees decreased \$26,453 for FY2016; Juvenile Jail operations fees down FY2016 from \$39,000 to \$31,000 based on usage.

Supervisor J. Michael Hobert:

- Parks and Recreation: missed the meeting to attend a Budget Finance Committee meeting.

Vice Chairman Bev McKay:

- NSVRC: did not meet in January; meets February 19.
- Career and Technical Education Advisory Committee: last meeting canceled.

Supervisor John Staelin:

- CCSA: meets tomorrow.
- EDAC: BORH visitor center discussed under Miscellaneous.
- Joint EDAC and Tourism: Director Economic Development and Tourism: will distribute copies of resumes collected to date this week to the selection committee.
- PC: Business Park zoning review in progress.

Business Park Complaints

Supervisor Hobert informed the Board that people in the community had mentioned to him some concern about the enforcement of the landscaping requirements at the Business Park, as well as fencing that has become dilapidated.

Supervisor Staelin responded that he saw many enforcement issues in his travels.

Supervisor Byrd reminded that at one time the County had a Code Enforcement Officer.

Supervisor Hobert opined that the Business Park was different because it was owned by the County.

Supervisor Staelin remarked that while he did not disagree that there were enforcement issues the County did not own the Business Park.

Supervisor Hobert opined that the County still had responsibilities.

Supervisor Staelin said there needed to be discussion with Brandon Stidham about code enforcement for the County.

Supervisor Hobert countered that the issue of violation and what needs to be done came before enforcement.

Supervisor Staelin commented that the Business Park did not look as good as it did when first put in; and during the economic downturn, business avoided costs. He opined it was time to get back to the rules. County not as vigilant – other places throughout the county need attention.

In response to Supervisor Byrd's query, Supervisor Staelin confirmed that landscaping requirements were part of the Business Park regulations. He reminded that during the economic downturn the County cut back on staff including the Code Enforcement position and opined that the County had not been as vigilant.

Chairman Weiss asked Mr. Stidham if he was aware of the concerns in the Business Park.

Brandon Stidham responded that this was the first time he had heard of concerns in the Business Park. He stated that he did not know whether it was a violation of restrictive covenants and/or a violation that falls under the Town's Code. He continued that as far as enforcement in the County, his department would have more time to deal with complaints but it was important to remember that his

department acted on a complaint basis unless it was a matter associated with an active project such as sediment control issues.

Supervisor Staelin requested clarification that review of the Business Park Covenants would be a function of Economic Development.

Brandon Stidham confirmed. He remarked that he would also want to check with the County attorney to ensure the County even had a role enforcing the Business Park Covenants since it no longer owns lots.

Supervisor Hobert opined that he believed it was a policy question as much as a legal question and he thought the Board could say it thought it had a responsibility to ensure property values do not diminish. He continued that he was not trying to suggest that the County go out to the Business Park and jump on property owners but he did not think the County could just throw up its hands and say it is not ours any more. He opined that the County created the Park and it had an obligation to those people that have purchased lots in the Park to do what is right and to enforce the covenants if they are worthy of being enforced. Supervisor Hobert stated that he could provide Mr. Stidham a complaint but he did not think that it should be necessary.

Brandon Stidham questioned whether his office was responsible for enforcing the covenants and his previous question was whether the County still had standing to enforce the covenants if it does not own lots.

Supervisor Hobert suggested that Mr. Stidham begin by reading the covenants and determining whether the County specifically had the power to enforce or whether it was left to anyone in the Business Park. He opined that he thought the answer was yes.

Chairman Weiss remarked that the Board wanted the Business Park to look attractive, to retain value and to meet the requirements; however, it should first be determined what the requirements are and who is responsible.

Supervisor Staelin added that the covenants were standard and reviewed by Bob Mitchell, the County's attorney.

Chairman Weiss stated a course of action could be determined after the County received clarification.

Chairman David Weiss:

- CEA: Going well – Supervisor Hobert will take over next week.
- EMS Commission: Making headway; getting good feedback from volunteer services.

- SPC: Going well; working toward a good mission statement.

15) Closed Session

At 2:45pm, **Vice Chairman McKay** moved to convene into Closed Session pursuant to for- Discussion and Review pursuant to §2.2-3711-A3 Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body. The motion carried as follows:

Barbara J. Byrd	- Aye
J. Michael Hobert	- Aye
Beverly B. McKay	- Aye
John R. Staelin	- Aye
David S. Weiss	- Aye

At 3:02 pm, the members of the Board of Supervisors being assembled within the designated meeting place, with open doors and in the presence of members of the public and/or the media desiring to attend, **Supervisor Byrd** moved to reconvene in open session. The motion carried as follows:

Barbara J. Byrd	- Aye
J. Michael Hobert	- Aye
Beverly B. McKay	- Aye
John R. Staelin	- Aye
David S. Weiss	- Aye

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

CERTIFICATION OF CLOSED SESSION

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

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

NOW, THEREFORE BE IT RESOLVED, that the Board of Supervisors of the County of Clarke, Virginia, hereby certifies that, to the best of each members knowledge, (i) only

public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which the certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Board of Supervisors of the County of Clarke, Virginia.

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

Barbara J. Byrd	- Aye
J. Michael Hobert	- Aye
Beverly B. McKay	- Aye
John R. Staelin	- Aye
David S. Weiss	- Aye

No action was taken on matters discussed in Closed Session.

16) Adjournment

There being no further business to be brought before the Board at 3:02 pm Chairman Weiss adjourned the Board of Supervisors meeting.

Next Regular Meeting Date

The next regular meeting of the Board of Supervisors is set for Tuesday, March 17, 2015 at 1:00 p.m. in the Berryville Clarke County Government Center, Main Meeting Room, 101 Chalmers Court, Berryville, Virginia.

ATTEST: February 17, 2015

David S. Weiss, Chair

David L. Ash, County Administrator

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

March 3, 2015

Clarke County Board Of Supervisors
FY2016 Budget Work Session
Main Meeting Room

10:00 a.m.

At a budget work session of the Board of Supervisors of Clarke County, Virginia, held in the Berryville Clarke County Government Center, 101 Chalmers Court, 2nd Floor, Berryville, Virginia on Tuesday, March 3, 2015.

Board Members Present

J. Michael Hobert; John Staelin; David Weiss

Board Members Absent

Barbara Byrd; Bev McKay

School Board Members Present

Janet Alger; Chuyen Kochinsky; Barbara Lee; Beth Leffel; Chip Schutte

School Board Members Absent

None

Staff Present

David Ash; Tom Judge

Others Present

Chuck Bishop; Rick Catlett; Robina Rich Bouffault; Michelle Graham; Kenneth Liggins; and other citizens

Call to Order

Chairman Weiss called the session to order at 7:04 p.m.

CCPS Proposed FY2016 Budget

Board of Supervisors Meeting Minutes For March 3, 2015 – FY2016 Budget Work Session

School Board Chairwoman Chuyen Kochinsky Introduction

“In the past seven months, we have made great strides to dissipate some of the distress between our governing boards. First, the Chairman of both Boards agreed to meet monthly to promote an active and positive communication between the elected bodies. Secondly, Chairman Weiss took the plunge and became an official member of our Strategic Planning Committee. On a side note, after spending numerous, numerous hours with your Chair, I discovered that he has a gentle, softer side in him. So, on behalf of my School Board, I would like to thank you for your commitment and continuous support.

We have a shared fiscal responsibility to our stakeholders. By engaging in healthy, open dialogue with transparency and accountability, we can achieve an understanding of common goals reflecting our joint priorities: to keep our schools safe, neighborhoods safe, to maintain a quality education for all students, to encourage community involvement and participation, and to be mindful stewards of our taxpayer’s investment.

Today, we are presenting a fiscal year 2016 proposed budget that is deemed to be meeting the support of our students and our school division with the respect to the debt policy and tax rate implications according to Virginia Code 22.1. With the leadership of this team, we are pleased to announce that this proposed budget, with all the changes and additions, requires no additional support from your Board.”

Chuck Bishop, School Superintendent, Review

FY2016 Revenue Forecast

- Slight decrease in state revenue overall
- Slight increase in local revenue due mostly to anticipated increase in E- rate reimbursement
- Local revenues includes a decrease in STEM- H
- Partnership Grant with Valley Health
- Anticipated ADM of 1933 students K- 12

FY2016 Operating Budget

- Many lines have been changed to reflect actual and/or anticipated expenditures
- Return to 180 day school calendar
- 10% increase in health insurance
- 15% increase in utility usage
- Mountain Vista Governor's School- 4 slots
- 3% increase in contracted service with GCA
- After school academic support program at JWMS-\$5100

- Elementary remedial summer school at a cost of approximately \$25,000
- \$12,000 to assist elementary schools with resources needed due to Focus school status
- \$3000 for athletic support at J- WMS
- Increase in substitute rates
- Early identification of gifted testing costs
- Textbook purchases
- Telephone and dark fiber costs
- Operating budget developed in two parts- all non-personnel lines and personnel
- Establishment of a school- based al location methodology

Expense Category Highlights

- Instructional spending set to increase by \$326,280
- Media services to increase by \$34,577
- Administration, Attendance and Health to increase by \$71,710 largely due to \$52,860 of additional expense with Shentel and telephone system
- Pupil transportation increases by \$26,211 with the addition of a specialized transportation expense line
- Textbook increase of \$99,040
- Guidance reduced by \$66,879 due to staffing model in place
- Improvement of Instruction decreases by \$62,435 reallocation of staff
- Office of Principal decreases by \$141,158 due to savings through attrition and reduction of one AP
- Operations and Maintenance reduced by \$29,100 even with anticipated 15% increase

FY2016 Personnel Expense

- Overall decrease in employee benefits of \$13,160. Net of health insurance increase and decrease of retirement benefits paid on behalf of employees
- Significant saving on salaries and wages as the budget reflects actual encumbrances
- The assumption is made that the division will maintain the current number of FTEs. Although all vacant positions or those that become vacant will be scrutinized before hiring.
- House and Senate Finance 1.5% salary increase
 - House - \$76,281 (11 month)- Equivalent to 1.375%
 - Senate - \$69,600 (110 month)- Equivalent to 1.25%
 - Local Share- \$44,396

Final GA Action - approved a minimum average of 1.5% pay increase effective August 16, 2015. Local share- \$44,393

The FY16 budget proposal includes \$197,423 in a contingency account which, with other adjustments, will permit implementation of an increase for all employees which will more than satisfy the requirements of the General Assembly legislation.

It is important to note that the salary increase will NOT be implemented if the state's share of funding is not in the final adopted budget.

FY2016 Capital Budget

- First draft contained \$1,034,000 in proposed capital projects. After further review, the dollar amounts were reduced to reflect a flat funding request from the BOS ... \$852,000
- Those items that were reduced will be first priority in the School Board's request for a reallocation of any FY2015 fund balance.
- Several capital improvements require summer completion and as a result were considered high priority

Final Thoughts

- The FY2016 proposed budget with all of the changes and additions requires no additional money from the Board of Supervisors above what is currently included in the FY2015 adopted budget.

Additional Comments

- The proposed budget is responsive to the needs of students and staff and meets the needs of constituents.
- Projected ADM of 1,930 students, reduction of 17 from FY2015
- Membership trends 1989 to present show a decrease in elementary school population and an increase in high school population.

Supervisor Questions

Chuck Bishop responses to question from Supervisor Hobert.

- The \$44,393 local share does not include non-SOL employees. Funding is based on SOQ positions.
- The Schools would like to provide the full 1.5% increase to all employees.
- The Schools received two school security grants one for equipment and one for personnel. The current School Security Officer position is partially funded by the grant and the position will be absorbed in the budget. If the grant funds are available for next year, the Schools will reapply. The requested position is considered "temporary, new." If the Schools do not have the money, it will not be able to fund the position or it may reallocate current FTE's. Due to a difference in

threshold, a School Security Officer has opportunities to work with students not afforded to a School Resource Officer.

- Staff reductions include not replacing the elementary principal serving the Primary / Cooley campus and attrition.
- Continue consideration of potential projects / uses for Primary and Cooley.

Supervisor Hobert expressed his appreciation for the Superintendent’s efforts.

Supervisor Staelin expressed his appreciation for the direction noting the increase in instructional spending and services and the decrease in expense in areas not targeted toward instruction.

Chairman Weiss reiterated the Board’s appreciation for the budget presented by the School Board. He noted that the budget was well organized and was a budget that made it better for citizens, Schools and the Boards. He expressed his gratitude for the Schools’ efforts and for the Schools ability to meet its needs with the flat budget presented.

Chuck Bishop thanked the Board stating that it was his first time presenting to the Board. He stated that budget preparation was a team effort.

Adjournment

There being no further business to be brought before the Board at 7:25 pm Chairman Weiss adjourned the Board of Supervisors FY2016 Budget Work Session.

Next Regular Meeting Date

The next regular meeting of the Board of Supervisors is set for Tuesday, March 17, 2015, at 1:00 p.m. in the Berryville Clarke County Government Center, Main Meeting Room, 101 Chalmers Court, Berryville, Virginia.

ATTEST: March 3, 2015

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

- 2015-03R Resolution Congratulating the Clarke County High School Wrestling Team for Winning the Group 2A State Championship
- 2015-01P Proclamation Northern Shenandoah Valley disAbility Awareness Week

Clarke County Board of Supervisors



Berryville Voting District
J. Michael Hobert
(540) 955-4141

Millwood Voting District
John R. Staelin
(540) 837-1903

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

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

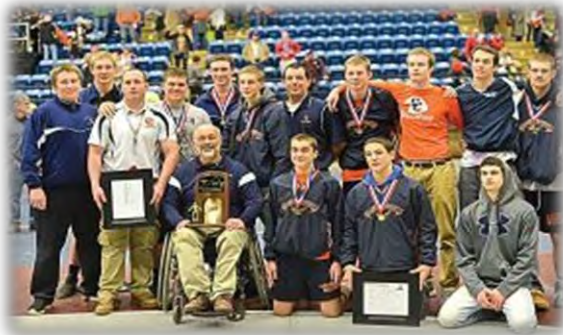
Russell Voting District
Barbara J. Byrd
(540) 955-1215

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

Resolution Congratulating Clarke County High School Wrestling Team for Winning the Group 2A State Championship

2015-03R

WHEREAS, Clarke County had 10 wrestlers qualify for the state tournament: Mark Alexander, Jacob Buckman, Brendan Ciaburri, Matt Cleary, Ian Dors, Bayne Gordon, William Heath, Cody Schneeman, Bryan Wallace, Logan Withers; and



WHEREAS, the Clarke County High School Wrestling team won the Group 2A state championship Friday, February 20, 2015; and

WHEREAS, it is the first team state wrestling title for the Eagles in school history and a first state title won in the immediate area.

NOW, THEREFORE, BE IT RESOLVED that the Clarke County Board of Supervisors takes great pleasure in noting that the Clarke County High School Wrestling team has performed excellently. The Board commends your accomplishment and wishes you well in your future endeavors.

BE IT FURTHER RESOLVED that the Board of Supervisors of Clarke County acknowledges the dedicated efforts of the wrestling coaches, Jon VanSice and Rob Osuch, and the superb skill of the athletes, as well as the support of the parents that made the Clarke County High School Wrestling Team the Group 2A State Champions.

Adopted this 17th day of March 2015.

ATTEST:

David S. Weiss, Chair

www.clarkecounty.gov

101 Chalmers Court, Suite B
Berryville, VA 22611

Telephone: [540] 955-5175

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(540) 955-1215

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

Proclamation Northern Shenandoah Valley disAbility Awareness Week 2015-01P

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 11-17, 2015 as Northern Shenandoah Valley disABILITY Awareness Week 2015, and we call this observance to the attention of all of those people who live Clarke County to work together to raise awareness and understanding of the abilities of people with disabilities.

Adopted this 17th day of March 2015.

ATTEST:

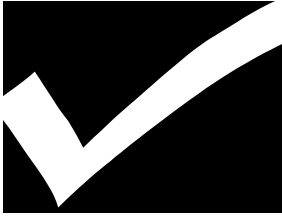
David S. Weiss, Chair

www.clarkecounty.gov

101 Chalmers Court, Suite B
Berryville, VA 22611

Telephone: [540] 955-5175

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Personnel Committee Items
March 9, 2015; 9:30 am
Second Floor, Main Meeting Room
Berryville/Clarke County Government Center
101 Chalmers Court, Berryville, Virginia 22611

Item No.

Description

A. Expiration of Term for appointments expiring through May 2015

03-09-2015 Summary: The Personnel Committee recommends:

Berryville Area Development Authority

- Appoint Wingate Mackay-Smith to serve a 3-year term expiring 03-31-2018 assuming the seat previously held by Jerry Boyles

Clarke County Library Advisory Council

- Reappoint Adeela Al-Khalili to serve a 4-year term expiring 04-15-2015
- Reappoint Maxine Zinman to serve a 4-year term expiring 04-15-2015

Clarke County Planning Commission

- Reappoint Jon Turkel to serve a 4-year term expiring 04-30-2019
- Reappoint George Ohrstrom, II to serve a 4-year term expiring 04-30-2019

Appointments by Expiration Through May 2015

	<i>Appt Date</i>	<i>Exp Date</i>	<i>Orig Appt Date:</i>
<i>December 2014</i>			
Clarke County Industrial Development Authority	4 Yr		
Hobbs Robert White Post District	9/16/2014	12/10/2014	7/16/2013
Resigned Appt Expires 10/30/2018			
Appointed by BOS; Oath of Office Required - Clerk of Circuit Court; 7 members, 1 BOS liaison (non-voting) and 6 others th are chosen on their expertise in the business field. Membership governed by IDA by-laws. 15.2-4904 No director shall be a officer or employee of the locality except in towns under 3,500			
<i>March 2015</i>			
Berryville Area Development Authority	3 Yr		
Boyles Jerry White Post District	4/1/2012	3/31/2015	8/17/2010
Fills Unexpired term of Reagan Duncan; BOS 1/17/2012			
3 members appointed by the BOS and 3 members appointed by the BTC; Membership set by the County/Town Annexation Agreement of 1988			
<i>April 2015</i>			
Clarke County Library Advisory Council	4 Yr		
Al-Khalili Adeela Buckmarsh District	4/19/2011	4/15/2015	1/16/2007
10 Members and 1 BOS liaison			
Zinman Maxine Russell District	4/19/2011	4/15/2015	4/15/2003
10 Members and 1 BOS liaison			
Clarke County Planning Commission			
Turkel Jon Millwood / Chapel District	9/15/2011	4/30/2015	8/16/2011
Appointed by BOS; Oath of Office Required - Clerk of Circuit Court; Section 1-C-2 of the Zoning Ordinance states: "The Planning Commission shall consist of eleven members, appointed by the Board. Members of the Planning Commission sh be residents of the County, with there being 2 residents of each of the Board Election Districts. In addition, 1 member of th Commission shall be a member of the Board. Members of the Commission shall be qualified by knowledge and experience to make decisions on questions of community growth and development. At least 1/2 of the members of the Planning Commission shall be owners of real property in the County."			
Ohrstrom, II George Russell District; Chair	4/19/2011	4/30/2015	10/21/2003
Vice Chair 1/6/2006-1/9/2009; Chair 1/9/2009-Present			
Appointed by BOS; Oath of Office Required - Clerk of Circuit Court; Section 1-C-2 of the Zoning Ordinance states: "The Planning Commission shall consist of eleven members, appointed by the Board. Members of the Planning Commission sh be residents of the County, with there being 2 residents of each of the Board Election Districts. In addition, 1 member of th Commission shall be a member of the Board. Members of the Commission shall be qualified by knowledge and experience to make decisions on questions of community growth and development. At least 1/2 of the members of the Planning Commission shall be owners of real property in the County."			

May 2015

			<i>Appt Date</i>	<i>Exp Date</i>	<i>Orig Appt Date:</i>
Clarke County Historic Preservation Commission		4 Yr			
Hiatt	Marty	Buckmarsh / Blue Ridge District	6/19/2007	5/31/2015	6/19/2007

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 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."

Clarke County Committee Listing

			<i>Appt Date</i>	<i>Exp Date</i>
<i>Barns of Rose Hill Board of Directors</i>				3 Yr
Johnston	Bill	Buckmarsh District	7/17/2012	12/31/2015
<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	BOS - Appointed Member	1/20/2015	12/31/2015
<i>Berryville Area Development Authority</i>				3 Yr
Boyles	Jerry	White Post District	4/1/2012	3/31/2015
Ohrstrom, II	George	Russell District	3/19/2013	3/31/2016
Smart	Kathy	White Post District	1/23/2014	3/31/2017
<i>Berryville Area Development Authority Comprehensive Plan Committee</i>				Open-End
Hobert	J. Michael	Berryville District	1/7/2008	
McKay	Beverly	White Post District	3/20/2012	
<i>Berryville/Clarke County Joint Committee for Economic Development and Tourism</i>				Ongoing
Ash	David L.	County Administrator	1/20/2015	12/31/2015
Staelin	John	BoS - Appointed Member	1/20/2015	12/31/2015
<i>Board of Septic & Well Appeals</i>				4 Yr
Blatz	Joseph	Millwood / Pine Grove District; Citizen Member	4/17/2012	2/15/2016
Caldwell	Anne	Millwood District; Planning Commission; Vice Chair - Alternate	1/9/2015	12/31/2015
McKay	Beverly	BOS - Vice Chair Alternate	1/20/2015	12/31/2015
Ohrstrom, II	George	Russell District; Planning Commission Chair	1/9/2015	12/31/2015
Staelin	John	BOS - Appointed Member	1/20/2015	12/31/2015
Teetor	Alison	Staff Representative		
<i>Board of Social Services</i>				4 Yr
Brown	Dwight	Berryville District	4/16/2013	7/15/2017
Byrd	Barbara J.	BOS - Appointed Member	1/20/2015	12/31/2015
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
<i>Board of Supervisors</i>				4 Yr
Byrd	Barbara J.	Russell District	1/1/2012	12/31/2015

Friday, February 27, 2015

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			<i>Appt Date</i>	<i>Exp Date</i>
Hobert	J. Michael	Berryville District	1/1/2011	12/31/2015
McKay	Beverly	White Post District, Vice Chair	1/1/2012	12/31/2015
Staelin	John	Millwood / Pine Grove District	1/1/2012	12/31/2015
Weiss	David	Buckmarsh/Blue Ridge; Chair	1/1/2012	12/31/2015
<i>Board of Supervisors Finance Committee</i>				<i>1 Yr</i>
Byrd	Barbara J.	BOS - Alternate	1/20/2015	12/31/2015
Hobert	J. Michael	BOS - Appointed Member	1/20/2015	12/31/2015
McKay	Beverly	BOS - Alternate	1/20/2015	12/31/2015
Staelin	John	BOS - Alternate	1/20/2015	12/31/2015
Weiss	David	BOS - Appointed Member	1/20/2015	12/31/2015
<i>Board of Supervisors Personnel Committee</i>				<i>1 Yr</i>
Byrd	Barbara J.	BOS - Alternate	1/20/2015	12/31/2015
McKay	Beverly	BOS - Appointed Member	1/20/2015	12/31/2015
Weiss	David	BOS - Appointed Member	1/20/2015	12/31/2015
<i>Board of Zoning Appeals</i>				<i>5 Yr</i>
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	2/15/2016
Volk	Laurie	Russell District	2/18/2014	2/15/2019
<i>Career and Technical Education Advisory Committee</i>				<i>1 Yr</i>
McKay	Beverly	BoS - Appointed Member	1/20/2015	12/31/2015
<i>Clarke County Agricultural Advisory Committee</i>				
Arthur	Warren	Former Commissioner of the Revenue		
Buckley	Samuel	White Post District	7/21/2009	7/15/2015
Day	Emily	Greenway District	7/21/2009	7/15/2015
Dorsey	Tupper	Battletown District	7/21/2009	7/15/2015
Gordon	Carolyn	Battletown District	7/21/2009	7/15/2015
McFillen	Thomas	Berryville District	7/21/2009	7/15/2015
McKay	Beverly	White Post District	7/21/2009	7/15/2015
Norman	Debbie	Russell District	7/21/2009	7/15/2015
Russell	Jesse	Staff Representative		
Shenk	Philip	Buckmarsh District	7/21/2009	7/15/2015
Weiss	David	BOS - Appointed Member	1/20/2015	12/31/2015
<i>Clarke County Historic Preservation Commission</i>				<i>4 Yr</i>
Caldwell	Anne	Millwood District	4/16/2014	5/31/2017

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			<i>Appt Date</i>	<i>Exp Date</i>
Carter	Paige	White Post District	5/15/2012	5/31/2016
Fields	Betsy	Berryville District	5/15/2012	5/31/2016
Hiatt	Marty	Buckmarsh / Blue Ridge District	6/19/2007	5/31/2015
Kruhm	Doug	Planning Commission Representative	2/17/2015	4/30/2016
Stieg, Jr.	Robert	Millword District	6/17/2014	5/31/2018
Teetor	Alison	Staff Representative		
York	Robert	White Post District	6/18/2013	5/31/2017

Clarke County Industrial Development Authority

4 Yr

Armbrust	Wayne	White Post District; Vice Chair	8/19/2008	10/30/2016
Cochran	Mark	Buckmarsh District	9/17/2013	10/30/2017
Frederickson	Allan	White Post District; Secretary / Treasurer	9/17/2013	10/30/2017
Hobbs	Robert	White Post District	9/16/2014	12/10/2014
Jones	Paul	Russell District	5/15/2012	10/30/2015
Juday	David	Russell District; Chair	10/21/2014	10/30/2018
Pierce	Rodney	Buckmarsh District	8/19/2008	10/30/2016
Staelin	John	BOS - Liaison	1/20/2015	12/31/2015

Clarke County Library Advisory Council

4 Yr

Al-Khalili	Adeela	Buckmarsh District	4/19/2011	4/15/2015
Byrd	Barbara J.	BOS - Liaison	1/20/2015	12/31/2015
Curran	Christopher	Buckmarsh District	4/16/2013	4/15/2017
Daisley	Shelley	Russell District	7/17/2012	4/15/2016
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	4/19/2011	4/15/2015

Clarke County Litter Committee

1 Yr

Staelin	John	BOS - Liaison	1/20/2015	12/31/2015
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Clarke County Planning Commission

4 Yr

Bouffault	Robina Rich	White Post / Greenway District	5/15/2012	4/30/2016
Buckley	Randy	White Post District	1/23/2014	4/30/2018
Byrd	Barbara J.	BOS - Alternate	1/20/2015	12/31/2015
Caldwell	Anne	Millwood / Chapel District; Vice Chair	4/16/2013	4/30/2017
Kreider	Scott	Buckmarsh / Battletown District	5/15/2012	4/30/2016
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	11/18/2014	4/30/2016

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			<i>Appt Date</i>	<i>Exp Date</i>
Nelson	Clifford	Russell / Longmarsh District	4/16/2013	4/30/2017
Ohrstrom, II	George	Russell District; Chair	4/19/2011	4/30/2015
Staelin	John	BOS - Appointed Member	1/20/2015	12/31/2015
Stidham	Brandon	Staff Representative		
Turkel	Jon	Millwood / Chapel District	9/15/2011	4/30/2015

Clarke County Sanitary Authority

4 Yr

Dunning, Jr.	A.R.	White Post District	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
Myer	Joe	Town of Boyce	2/21/2012	1/5/2016
Staelin	John	BOS - Liaison	1/20/2015	12/31/2015
Welliver	Ralph	Berryville District	3/19/2013	6/30/2016
Williams	Ian R.	White Post District; Chair	1/15/2013	1/5/2017

Conservation Easement Authority

3 Yr

Buckley	Randy	White Post District	11/19/2013	12/31/2016
Engel	Peter	White Post District	1/15/2013	12/31/2015
Hobert	J. Michael	BOS - Appointed Member	1/20/2015	12/31/2015
Jones	Michelle	Millwood / Pine Grove District	2/18/2014	12/31/2016
Ohrstrom, II	George	Russell District; Planning Commission Representative	4/16/2013	4/30/2016
Teetor	Alison	Staff Representative		
Thomas	Walker	Buckmarsh District	11/20/2012	12/31/2015
Wallace	Laure	Millwood District	11/19/2013	12/31/2016

Constitutional Officer

Butts	Helen	Clerk of the Circuit Court	1/1/2008	12/31/2015
Keeler	Sharon	Treasurer	1/1/2012	12/31/2015
Mackall	Suzanne	Commonwealth Attorney	1/1/2012	12/31/2015
Peake	Donna	Commissioner of the Revenue	1/1/2012	12/31/2015
Roper	Anthony	Sheriff	1/1/2012	12/31/2015

County Administrator

Ash	David L.	County Administrator	3/19/1991	
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Economic Development Advisory Committee

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	2/21/2012	12/31/2015
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

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			<i>Appt Date</i>	<i>Exp Date</i>
Pritchard	Elizabeth	Hospitality Industry	7/17/2012	8/31/2016
Staelin	John	BOS - Appointed Member	1/20/2015	12/31/2015
<i>Fire & EMS Commission</i>				
Conrad	Bryan H.	Citizen-at-large	9/1/2014	8/31/2015
Davis	Frank	Staff Representative	9/1/2014	
Hoff	Matt	Volunteer Association / EMS Issues	9/1/2014	8/31/2015
Leffel	Elizabeth	Citizen-at-large	9/1/2014	8/31/2016
Roper	Anthony	Sheriff	9/1/2014	12/31/2015
Wallace	Laure	Chair; Citizen-at-large	9/1/2014	8/31/2017
Weiss	David	BOS Representative	1/20/2015	12/31/2015
White	Jacob	Volunteer Association / Fire Issues	9/1/2014	8/31/2015
<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	
Schutte	Charles	School Board Representative	1/8/2012	12/31/2013
Weiss	David	BOS - Appointed Member	1/20/2015	12/31/2015
<i>Legislative Liaison and High Growth Coalition</i>				1 Yr
Hobert	J. Michael	BOS - Liaison	1/20/2015	12/31/2015
<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	7/17/2012	6/30/2015
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>				1 Yr
McKay	Beverly	BOS - Appointed Member	1/20/2015	12/31/2015
Staelin	John	BOS - Alternate	1/20/2015	12/31/2015
Stidham	Brandon	Citizen Representative [Planning Director]	2/19/2013	1/31/2016
<i>Northwestern Community Services Board</i>				3 Yr
Harris	Lucille	Millwood District	1/15/2013	12/31/2015

Friday, February 27, 2015

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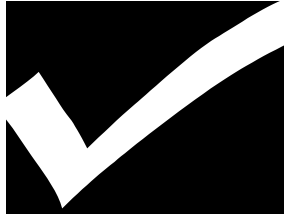
			<i>Appt Date</i>	<i>Exp Date</i>
Slattery	Norma	Berryville District	12/16/2014	12/31/2017
<i>Northwestern Regional Jail Authority</i>				1 Yr
Ash	David L.	BOS - Appointed Member	1/20/2014	12/31/2015
Byrd	Barbara J.	BOS - Liaison Alternate	1/20/2015	12/31/2015
Roper	Anthony	Sheriff	1/1/2012	12/31/2015
Wyatt	Jimmy	Millwood District	1/17/2012	12/31/2015
<i>Northwestern Regional Juvenile Detention Center Commission</i>				1 Yr
Byrd	Barbara J.	BOS - Liaison	1/20/2015	12/31/2015
Wyatt	Jimmy	Millwood District	1/15/2013	12/20/2016
<i>Old Dominion Alcohol Safety Action Policy Board & Division of Court Services</i>				3 Yr
Roper	Anthony	Sheriff	11/19/2013	12/31/2016
<i>Old Dominion Community Criminal Justice Board</i>				3 Yr
Roper	Anthony	Sheriff	11/19/2013	12/31/2016
<i>Our Health</i>				3 Yr
Shipe	Diane	Buckmarsh District	4/16/2013	3/15/2016
<i>Parks & Recreation Advisory Board</i>				4 Yr
Heflin	Dennis	White Post District	1/15/2013	12/31/2016
Hobert	J. Michael	BOS - Liaison	1/20/2015	12/31/2015
Huff	Ronnie	Town of Berryville Representative	1/1/2012	12/31/2015
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	2/21/2012	12/31/2015
Sheetz	Daniel A.	Berryville District	11/19/2013	12/31/2017
Trenary	Randy	School Superintendent Designee	10/24/2013	
Wisecarver	Steve	Appointed by Town of Boyce	11/5/2013	12/31/2017
<i>People Inc. of Virginia</i>				3 Yr
Hillerson	Coleen	Clarke County Rep Board of Directors	6/18/2013	7/31/2016
<i>Regional Airport Authority</i>				1 Yr
Ash	David L.	BOS - Alternate	1/20/2014	12/31/2015
Crawford	John	Buckmarsh District	7/17/2012	6/30/2016
McKay	Beverly	BOS - Alternate	1/20/2015	12/31/2015
<i>Shenandoah Area Agency on Aging, Inc.</i>				4 Yr
Bouffault	Robina Rich	White Post District	10/21/2014	9/30/2018
Steinmetz, II	William	Berryville District	9/16/2014	9/30/2016

Shenandoah Valley Chief Local Elected Officials Consortium

Friday, February 27, 2015

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			<i>Appt Date</i>	<i>Exp Date</i>
Ash	David L.	BOS Designee for Chief Elected Official		
<i>Shenandoah Valley Workforce Investment Board</i>				4 Yr
James	Patricia	Berryville District	9/17/2013	6/30/2017
<i>Strategic Planning Committee</i>				1 Yr
Weiss	David	BoS - Appointed Member	1/20/2015	12/31/2015
<i>The 150th Committee</i>				4 Yr
Al-Khalili	Adeela	Clarke County African-American Cultural Center / Josephine Community Museum	1/18/2011	12/31/2015
Davis	Dorothy	Clarke County African-American Cultural Center / Josephine Community Museum	1/18/2011	12/31/2015
Heder	Terence	Shenandoah Valley Battlefields Foundation	1/18/2011	12/31/2015
Kalbian	Maral	Community Representative	1/18/2011	12/31/2015
Lee	Jennifer	Clarke County Historic Museum Representative	1/18/2011	12/31/2015
McKay	Beverly	BOS - Appointed Member	1/20/2015	12/31/2015
Means	Howard	CCHA Representative	1/18/2011	12/31/2015
Morris	Mary	Clarke County Historic Museum Representative	1/18/2011	12/31/2015
Murphy	Michael	CCPS Representative	1/18/2011	12/31/2015
Russell	Jesse	Staff Representative Economic Development	1/18/2011	12/31/2015
Sours, Jr.	John	Community Representative	1/18/2011	12/31/2015
Stieg, Jr.	Robert	Millwood District	1/18/2011	12/31/2015
<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	
Hoffman	Michael	County 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	



Board of Supervisors Work Session Agenda
March 9, 2015 10:00 am
Berryville/Clarke County Government Center, 2nd Floor
101 Chalmers Court, Berryville, Virginia 22611

*Item
No.*

Description

A. Reassessment Update by Steve Wampler, Wampler Eanes

03-09-2015 Summary: Steve Chastang, Appraiser – Wampler Eanes Appraisal Group, Ltd., appeared before the Board to provide an update the ongoing 2016 reassessment.

B. Virginia Department of Health Review and Discussion re FY2016 Funding Request

03-09-2015 Summary: Dave Crabtree appeared before the Board to discuss Health Department's FY2016 budget request and to update the Board on recruitment efforts to fill the vacancies in the Environmental Division.

C. FY2016 Budget Work Session with Tom Judge

03-09-2015 Summary: Tom Judge and the Board reviewed the latest Finance Committee updates to the FY2016 Budget.

By consensus, the FY2016 BoS Finance Committee Meeting scheduled for Thursday, March 12, 2015 at 5:30 pm was cancelled

March 9th, 2015

Board of Supervisors, Clarke County, Virginia

101 Chalmers Court

Berryville, VA 22611

RE: WORK SESSION; Clarke County, Virginia 2016 General Reassessment

To: Board of Supervisors, Clarke County, Virginia

The following summary is an update for the 2016 General Reassessment in Clarke County.

JOB STATUS:

Areas Worked: Review Index Map

Field Inspections: 55% Complete

Data Entry: 45% Complete

Schedule: We are slightly ahead of schedule. This reassessment is more streamlined due to smaller staff (Lisa Waters – Data Entry, Steven M. Chastang- Appraiser, and Steven I. Wampler- Supervisor).

SUMMARY:

Overall, the 2013 and 2014 sales in Clarke County indicate a slight decrease as of March, 2015. On average, residential land classes show lower sale prices compared to the current assessed values. The current- 2010- assessed land values seem to be somewhat inflated when compared to the present real estate market. Commercial sales are flat, with very few sales to indicate an increase or decrease at this time. Mr. Wampler and I will be appraising commercial properties in the spring and summer of this year.

The most common trends with improved residential properties are: houses that have not been renovated are selling below the current assessed value; houses that have been renovated are selling above the current assessed value. Field inspections, MRIS data, building permit data, and county wide sales all support this trend in the Clarke County real estate market.

This is a trend which has been recognized by the market and not considered to be a fact for every property in the county.

Provided by Wampler Eanes Appraisal Group, Ltd.

In closing:

1. Overall, real estate assessments are not dropping as much as they did in 2010.
2. Residential assessments are dropping slightly.
3. Commercial assessments seem stable at this time.
4. The 2015 market –new sales data- will provide more information needed to finalize the 2016 reassessment.

Very truly yours,

Steven M. Chastang

Cc: Steven I. Wampler; Gary L. Eanes

COMMENTS FROM THE BOARD:

Provided by Wampler Eanes Appraisal Group, Ltd.

Lord Fairfax Health District
Budget Request of Clarke County FY: 2016

CLASSIFICATION OF EXPENDITURES	BUDGET REQUESTED 2015 - 2016
PERSONNEL SERVICES	
1110 EMPLOYEE BENEFITS	142,500
1120 SALARIES	333,921
1140 WAGES	0
SUBTOTAL - - - - -	476,421
CONTRACTUAL SERVICES	
1210 COMMUNICATIONS	20,205
1220 EMPLOYEE DEVELOPMENT	0
1240 HEALTH SERVICES	1,800
1250 REPAIR / MAINTENANCE	2,500
1260 SUPPORT SERVICES	250
1270 TECHNICAL SERVICES	17,250
1280 TRANSPORTATION	6,500
SUBTOTAL - - - - -	48,505
SUPPLIES AND MATERIALS	
1310 ADMINISTRATIVE	2,500
1320 ENERGY	130
1340 MEDICAL	34,110
1350 MAINTENANCE SUPPLY	250
1370 SPECIFIC USE	250
SUBTOTAL - - - - -	37,240
CONTINUOUS CHARGES	
1510 INSURANCE	185
1530 RENTS	20,000
1540 UTILITIES	4,500
1550 OPERATIONAL INS.	1,500
SUBTOTAL - - - - -	26,185
EQUIPMENT	
2210 COMPUTER	0
2220 EDUCATIONAL	0
2240 MEDICAL	0
2260 OFFICE	0
SUBTOTAL - - - - -	0
TOTAL BUDGET - - - - -	588,351
LESS ANTICIPATED REVENUE	150,000
NET BUDGET TOTAL = = =	438,351
LESS Local Sal/Supplement = = =	74,431
NEW NET BUDGET = = =	363,920
STATE SHARE	219,757
LOCAL SHARE	218,594
<u>Local Supplement Detail</u>	
(1) PHN w/benefits	74,431
(2) EHS \$5,000 Supplements	0
	74,431



Lord Fairfax Health District

Office of Administrative Services
10 Baker Street
Winchester, Virginia 22601
Tel. (540) 722-3470 ~ Fax (540) 722-3476
www.vdh.virginia.gov



To: Thomas J. Judge, Director Administrative Services
Clarke County, Virginia

From: David D. Crabtree, Administrator
Lord Fairfax Health District

Date: December 29, 2014

Subject: FY 2016 Budget Requested Information

Agency Name: Clarke County Health Department
Contact: David D. Crabtree, 540-542-1322, Fax: 540-722-3476

1. CASH GRANT: Amount Requested FY 16: \$228,594
Total clients served in FY 14: 36,433 Number from Clarke: 3,194

JUSTIFICATION:

Attached is the budget sheet for the Clarke County Health Department for FY 2016. The total operating budget is \$598,351 with the cooperative percentage share from Clarke County being \$228,594. We continue to face operational cost increases and higher health care costs. Our focus is to continue watching discretionary spending to try and offset the total effect of the increased operational costs. Our budgeted revenue target is also very challenging at \$150,000.

Below please find the information requested in the November 26, 2014 memo concerning the FY 2016 budget submission.

- 1: Most recent audited financial statement, including income / expense and balance sheet:
(See attached – 1 page)
- 2: A copy of your most recent federal form 990 or a signed letter stating you is not required to file this form. N/A

We are a State agency and are not required to file Federal form 990.

- 3: If your funding request is based on a formula, a statement of the method and data source for this formula.

Our anticipated revenue and Clarke County supplements are removed from the total budget before the net amount of the budget is split with the State. The Clarke County share of the net budgeted expenditures is set by the General Assembly [JLARC] at 39.614%, with the State share set at 60.386%.

- 4: A listing of approved contribution amounts from all local governments for the current year, as well as amounts requested for the upcoming year from all local governments, including Clarke County.

Locality Name	FY2015	FY2016
Clarke County	205,000	228,594
Frederick County	301,000	386,549
Page County	252,959	259,187
Shenandoah County	303,374	316,933
Warren County	309,748	327,617
Winchester City	294,570	300,393

- 5: Information that helps the Board of Supervisors understand the volume of services provided to the citizens of Clarke County.

Please see the attached overview listing of services provided (4 pages) and the Local Government Contract schedule (10 pages) for Clarke County of all services provided. The total volume of services provided in the most recent report (FY14) was 3,194 for Medical and Environmental Services.

- 6: A history of salary and benefit increases granted by your agency for each of the last three years.

FY 2013: None

FY 2014: A 2 percent salary increase plus \$65.00 per year of service for those with 5 years or more of service.

FY 2015: None

If I can be of any further assistance or answer any additional questions, please let me know. You can reach me at 540 542-1322 or by email at david.crabtree@vdh.virginia.gov.

Lord Fairfax Health District
Budget Request of Clarke County FY: 2016

CLASSIFICATION OF EXPENDITURES	BUDGET REQUESTED 2015 - 2016
PERSONNEL SERVICES	
1110 EMPLOYEE BENEFITS	142,500
1120 SALARIES	343,921
1140 WAGES	0
SUBTOTAL - - - - -	486,421
CONTRACTUAL SERVICES	
1210 COMMUNICATIONS	20,205
1220 EMPLOYEE DEVELOPMENT	0
1240 HEALTH SERVICES	1,800
1250 REPAIR / MAINTENANCE	2,500
1260 SUPPORT SERVICES	250
1270 TECHNICAL SERVICES	17,250
1280 TRANSPORTATION	6,500
SUBTOTAL - - - - -	48,505
SUPPLIES AND MATERIALS	
1310 ADMINISTRATIVE	2,500
1320 ENERGY	130
1340 MEDICAL	34,110
1350 MAINTENANCE SUPPLY	250
1370 SPECIFIC USE	250
SUBTOTAL - - - - -	37,240
CONTINUOUS CHARGES	
1510 INSURANCE	185
1530 RENTS	20,000
1540 UTILITIES	4,500
1550 OPERATIONAL INS.	1,500
SUBTOTAL - - - - -	26,185
EQUIPMENT	
2210 COMPUTER	0
2220 EDUCATIONAL	0
2240 MEDICAL	0
2260 OFFICE	0
SUBTOTAL - - - - -	0
TOTAL BUDGET - - - - -	598,351
LESS ANTICIPATED REVENUE	150,000
NET BUDGET TOTAL = = =	448,351
LESS Local Sal/Supplements = =	84,431
NEW NET BUDGET = = =	363,920
STATE SHARE	219,757
LOCAL SHARE	228,594

Local Supplement Detail

(1) PHN w/benefits	74,431
(2) EHS \$5,000 Supplements	10,000
	84,431

Lord Fairfax Health District
Health Departments Open 8:00-4:30, Monday-Friday

After Hours (24/7)Emergency Phone Number: 540-665-8611

District Wide Locations

Headquarters Lord Fairfax Health District 107 North Kent Street, Suite 201 Winchester, Virginia 22601 Phone: 540-722-3480 Fax: 540-722-3479	
<u>Environmental Health Services</u> 107 North Kent Street, Suite 201 Winchester, Virginia 22601 Phone: 540-722-3480 Fax: 540-722-3479	<u>Frederick County and Winchester City:</u> 10 Baker Street Winchester, Virginia 22601 Phone: 540-722-3470 Fax: 540-722-3475
<u>Clarke County:</u> Clarke County Health Department 100 North Buckmarsh Street Berryville, Virginia 22611 540-955-1033 Fax: 540-955-4094	<u>Page County:</u> Page County Health Department 75 Court Lane Luray, Virginia 22835 Phone: 540-743-6528 Fax: 540-743-3811
<u>Shenandoah County:</u> Shenandoah County Health Department 494 North Main Street, #100 Woodstock, Virginia 22664 Phone: 540-459-3733 Fax: 540-459-8267	<u>Warren County:</u> Warren County Health Department 134 Peyton Street Front Royal, Virginia 22630 Phone: 540-635-3159 Fax: 540 - 635-9698

Community Health Services:

Clinical Service Hours at each site are 8:30 a.m. to 11:30 a.m. and 1 p.m. to 3:30 p.m. weekdays. Services described below available on a walk-in basis include free blood pressure checks, adult and childhood immunizations, HIV testing, pregnancy tests, and tuberculosis risk assessments. Some STD services are also available on a walk-in basis. All other services require an appointment. Please call for details.

Adult Immunizations

Available adult immunizations include diphtheria, hepatitis B, influenza, meningococcal, pneumococcal, rabies (both for those at-risk for exposure to rabies and for those who have been exposed to a potentially rabid animal), and tetanus. Immunizations recommended for travel to foreign countries are also available. (See Foreign Travel below).

Child Health Services

This provides for regular check-ups and immunizations for children up to age five. These are routine examinations only for preventive care. (Does not include sick or injury care.)

Childhood Immunizations

Provides all childhood immunizations required for school entry free to anyone. Other optional childhood immunizations are also available. Bring your child's immunization records with you.

Communicable Diseases

Services include information on communicable diseases, investigations of suspected disease outbreaks, and preventive treatment for certain diseases. Outbreak investigations can be for suspected food or waterborne diseases, bioterrorist events, and contagious diseases spread to humans by either animals or other persons.

Family Planning, Women's Health

Services include annual examinations, pap smears, birth control, and screenings for sexually transmitted diseases. Older low-income women can receive free breast and cervical cancer screening or referrals to community providers.

Foreign Travel Services

Consultation and medical care for those traveling out of the country. These services are provided at our Clarke and Shenandoah County sites. They include consultation with a physician, healthcare recommendations, preventive medication (including those preventing malaria) and immunizations. Travelers are strongly encouraged to contact the health department several months prior to their trip to assure that they receive all recommended immunizations and care before they leave the country. Travel to any country outside the United States (exception: Canada) should include a foreign travel consultation.

Medicaid Screening (EPSDT)

Medicaid recipients up to age eighteen can receive routine physical examinations and screenings at their local health department.

Nursing Home Screenings

Public health nurses provide in-home nursing home screenings to determine Medicaid eligibility.

Public Health Nursing

Public health nurses who are currently licensed registered nurses in the State of Virginia provide visits in the home, office, schools, or community for teaching, assessing patients, follow up with doctor's recommendations, and giving presentations in different aspects of health and health department services. They work with and refer patients to other community agencies.

Pregnancy Testing

Pregnancy testing is available to all for a low fee during walk-in hours.

Preschool Clinic

Children entering school for the first time can receive their required physical examinations and screenings at their local health department.

Sexually Transmitted Diseases / H.I.V.

Diagnosis, treatment, counseling, and contact follow up for persons with sexually transmitted diseases. Free to all persons.

Tuberculosis Control

We provide diagnosis, treatment and follow up for tuberculosis patients and people exposed to a case of active tuberculosis. Treatment and follow up of latent tuberculosis infection for persons referred from their I.N.S. physicals.

Tuberculin Risk Assessment

A low cost assessment for tuberculosis infection with arrangements for skin testing and/or chest x-ray if indicated. This provides schools and other employees with documentation concerning tuberculosis status.

Woman Infants and Children's Program (WIC)

WIC stands for the Special Supplemental Nutrition Federal Program for Women, Infants and Children. The goal of the program is to improve the health of pregnant, postpartum and breastfeeding women, infants and children (under 5 years) through better nutrition and access to health care. The program is funded through the U.S. Department of Agriculture and operated in Virginia through the Virginia Department of Health. The program provides screening and referrals to other health, welfare and social service agencies, nutrition education, breastfeeding promotion and support as well as supplemental nutritious foods. To be eligible for the WIC Program, applicants must meet categorical, residential, income and nutrition risk requirements.

Eligibility For Receiving Community Health Services:

Community Health Services are available to all residents of the Lord Fairfax Health District (the City of Winchester and the Counties of Clarke, Frederick, Page, Shenandoah and Warren). Services are either free, provided for a low fee (called a "flat fee"), or available on a sliding fee scale. Sliding fee scale services are available free or a decreased cost to low income persons who provide proof of their income status. This proof of income can include, for example, pay stubs, letters of support, or a Medicaid card. Call your health department for details. Services available for free to anyone include all immunizations required for school entry, communicable disease investigations, diagnosis and treatment of sexually transmitted diseases, public health education and H.I.V. testing.

Education Services

Public health staff is available to answer your health questions through your local health department. They also are available to speak to community organizations, schools, youth groups, and churches. Reference materials, informative pamphlets, and literature can also be obtained through your public health department. These services are free.

Vital Statistics

Each site provides acknowledgement of paternity (adding father's information to birth certificates); applications for Virginia birth, death, and marriage certificates (including those of genealogical interest); and certified copies of death certificates for deaths occurring in the county. Other vital statistics support services are provided – contact your local health department for details.

Environmental Health Services

Complaints

Environmental Health documents and investigates residents' complaints about environmental health problems, including reports of food and waterborne disease, mosquito problems, improper sewage disposal, and other public health issues.

Food Services

Local health department staff inspect and issue required permits to such food service establishments as school cafeterias, restaurants, food stands at community events, camps, day care centers, B&B's, and migrant camps. They work with those who provide prepared food to the public to help assure that food is wholesome and healthy. The local health department is responsible for working with local dairies to assure a healthy product, free of disease. This is done through regular inspections and ongoing input into dairy operations.

Drinking Water

Environmental health staff provides assistance to property owners who have or desire to have private wells on their property. They assist with required activities and issue, upon proper documentation and payment of fees, permits for private onsite wells. Each county health department maintains records on properties with private onsite wells.

Sewage Disposal

Environmental health staff provides assistance to residents who desire to or already have onsite sewage disposal systems on their own or their rented property. This assistance includes providing the activities, referral and documentation necessary to obtain required permits for onsite sewage disposal. Each county health department maintains records on properties with onsite sewage disposal systems.

Tourism and Recreation

The environmental health staff inspects and permits all public swimming pools, hotels, inns, and B&B's in the District.

Rabies

Environmental health staff investigates potential rabies exposures. This includes investigating cases of humans who have suffered an animal bite, domestic pets exposed to potentially rabid animals and quarantining animals involved in biting incidents. Staff facilitates the testing of animals for rabies. The Community Health Division of the local health department also assists in potential rabies exposures by helping to assure that people receive necessary treatment to protect themselves from rabies. Residents who have been bitten by an animal, had direct contact with a bat, whose pets or livestock have had contact with potentially rabid animals (ex. skunks, raccoons, foxes), or who otherwise have a concern about rabies or rabies treatment should contact their local health department.

Health Director: Charles Devine, MD

Email: charles.devine@vdh.virginia.gov

YEAR END SETTLEMENT
STATEMENT

Final Settlement for FY.....	:	2014
Locality.....	:	Clarke
Cost Code.....	:	002
FIPS Code.....	:	043
Locality Percentage.....	:	39.614%
A. Total Budget.....	\$	575,495.00
1. Revenues (0205).....	\$	145,000.00
2. State Share (General Funds - 0100).....	\$	231,495.00
3. State Funds NOT Matched by Locality.....	\$	0.00
4. 100% Local Funds (0202).....	\$	47,136.00
5. Local Share of Co-operative Budget (0204).....	\$	151,864.00
B. Total Expenditures Assigned to Locality.....	\$	580,620.24
1. General Fund Expenditure	\$	533,484.24
2. 100% Local Expenditures	\$	47,136.00
3. Expenditure Adjustments	\$	0.00
C. Revenues Collected Assigned to Locality (0205).....	\$	150,673.20
1. Revenue Refunds Assigned to Locality.....	\$	(547.96)
2. Revenues Shared with Locality.....	\$	150,125.24
3. Revenue Adjustments	\$	0.00
D. Local Commitment Payments Collected.....	\$	199,000.00
E. Local Match Payments Collected (0204).....	\$	151,864.00
F. 100% Local Funds Collected (0202).....	\$	47,136.00
G. 100% Local Carry Forward (0202) Amount from Previous Fiscal Year.....	\$	0.00
H. Expenditure Distribution		
1. Total District Expenditures	\$	580,620.24
2. Local Share Expenditures	46.2259% \$	268,396.93
3. State Share Expenditures	53.7741% \$	312,223.31
I. 1. Local Share Revenue (Local Funds Budget/Total Budget (less revenue))	46.2259% \$	69,396.74
2. State Share Revenue Percentage (State Funds Budget/Total Budget (less revenue))	53.7741% \$	80,728.50
J. Local Match Carry Forward (0204) Amount from previous Fiscal Year.....	\$	0.76
K. Total Amount Available for Refund to Locality.....	\$	0.57
1. Amount Available for refund from Match Funds (0204).....	\$	0.57
2. Amount Available for refund from 100% Funds (0202).....	\$	0.00
L. Amount Owed by Locality.....	\$	0.00
M. Total Payment to Locality (Amount on Revenue Refund Voucher).....	\$	0.00
N. Amount to be Carried Forward to Next Fiscal Year.....	\$	0.57
1. Locality Match (0204) to be Carried Forward	\$	0.57
2. 100% Local Funds (0202) to be Carried Forward.....	\$	0.00
O. Balance of State Funds.....	\$	0.19

LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(1.)

VIRGINIA DEPARTMENT OF HEALTH
COMMUNITY HEALTH SERVICES

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

For Each Service Provided, Check Block for Highest Income Level Served			
COMMUNICABLE DISEASE SERVICES	Income A only	Defined by Federal Regulations	All (specify income level if not ALL)
Immunization of patients against certain diseases, including Childhood immunizations As provided for in 32.1-46 Code Link-32.1-46			X
Sexually transmitted disease screening, diagnosis, treatment, and surveillance 32.1-57, Districts may provide counseling Code Link-32.1-57			X
Surveillance and investigation of disease 32.1-35 and 32.1-39 Code Links-32.1-35, 32.1-39			X
HIV/AIDS surveillance, investigation, and sero prevalence survey 32.1-36, 32.1-36.1, 32.1-39 Code Links-32.1-36, 32.1-36.1, 32.1-39			X
Tuberculosis control screening, diagnosis, treatment, and surveillance 32.1-49, 32.1-50.1, and 32.1-54 Code Links-32.1-49, 32.1-50, 32.1-54			X
CHILD HEALTH SERVICES	Income A only	Defined by Federal Regulations	All
Children Specialty Services: diagnosis, treatment, follow-up, and parent teaching 32.1-77, 32.1-89 and 32.1-90 Code Links-32.1-77, 32.1-89, 32.1-90			X
Screening for genetic traits and inborn errors of metabolism, and provision of dietary supplements Code Links-32.1-65, 32.1-69			X
Well child care up to age <u>19</u> (enter year) Board of Health Code Link-32.1-77			X
WIC Federal grant requirement Public Law 108-265 as amended, Child Nutrition Act of 1966; Child Nutrition and WIC Reauthorization Act 2009 Code Link-32.1-351.2		X	
EPSDT DMAS MOA Social Security Act section 1905(r) (5) Code Link-32.1-11			X
Blood lead level testing Code Link-32.1-46.1, 32.1-46.2			X
Outreach, Patient and Community Health Education Code Link-32.1-11, 32.1-11.3, 32.1-39			X
Community Education Code Link-32.1-11, 32.1-23			X
Pre-school Physicals for school entry Code Link-22.1-27D			X

LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(1.)

VIRGINIA DEPARTMENT OF HEALTH
COMMUNITY HEALTH SERVICES

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

Disabled disability Waiver Screenings DMAS MOA Code Link- <u>32.1-330</u>			X
Services for Children with Special health care needs Title V, Social Security Act Code Link- <u>32.1-77</u>			X
Child restraints in motor vehicles Code Link- <u>46.2-1095, 46.2-1097</u>			X
Babycare DMAS MOA			X
MATERNAL HEALTH SERVICES	Income A only	Defined by Federal Regulations	All
Prenatal and post partum care for low risk and intermediate risk women , Title V, Social Security Act Code Link- <u>32.1-77</u>		X	
Babycare Services DMAS MOA		X	
WIC Federal grant requirement Public Law 108-265 as amended, Child Nutrition Act of 1966; Child Nutrition and WIC Reauthorization Act 2009 Code Link- <u>32.1-351.2</u>		X	
FAMILY PLANING SERVICES	Income A only	Defined by Federal Regulations	All
Clinic services including drugs and Contraceptive supplies Family Planning Population Research Act of 1970, Title X Code Link- <u>32.1-77, 32.1-325</u>		X	
Pregnancy testing and counseling Family Planning Population Research Act of 1970, Title X Code Link- <u>32.1-77, 32.1-325</u>		X	

LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(1.)

VIRGINIA DEPARTMENT OF HEALTH
COMMUNITY HEALTH SERVICES

ENVIRONMENTAL HEALTH SERVICES
BASIC PUBLIC HEALTH SERVICES TO BE ASSURED BY LOCAL HEALTH DEPARTMENTS

<p>The following services performed in accordance with the provisions of the Code of Virginia, the regulation of the Board of Health and/or VDH agreements with other state or federal agencies.</p>	
<p>Ice cream/frozen desserts: Under the agency's Memorandum of Agreement (MOA) with the Virginia Department of Agriculture and Consumer Services (VDACS), the local health department is responsible for initiating the issuance, suspension, reinstatement and revocation of permits for all frozen desserts plants which are an integral part of any premises, including Grade "A" milk plants, hotels, restaurants, and mobile units where frozen desserts are frozen or partially frozen or dispensed for retail sale.</p>	X
<p>Investigation of communicable diseases: Pursuant to §§ 32.1-35 and 32.1-39 of the Code of Virginia, the local health director and local staff are responsible for investigating any outbreak or unusual occurrence of a preventable disease that the Board of Health requires to be reported. Code Links-32.1-35, 32.1-39</p>	X
<p>Marinas: Pursuant to §32.1-246 of the Code of Virginia, local health department staff are responsible for permitting marinas and other places where boats are moored and is responsible for inspecting them to ensure that their sanitary fixtures and sewage disposal facilities are in compliance with the Marina Regulations (12VAC5-570-10 et seq.) Code Link-32.1-246</p>	X
<p>Migrant labor camps: Pursuant to §§ 32.1-203-32.1-211 of the Code of Virginia, local health departments are responsible for issuing, denying, suspending and revoking permits to operate migrant labor camps. Local health departments also must inspect migrant labor camps and ensure that the construction, operation and maintenance of such camps are in compliance with the Rules and Regulations Governing Migrant Labor Camps (12VAC5-501-10 et seq.) Code Links-32.1-203, 32.1-211</p>	X
<p>Milk: Pursuant to §§ 3.2-5130, 3.2-5206, 3.2-5208 of the Code of Virginia and the agency's MOA with VDACS, the local health department is responsible for issuing, denying, suspending and revoking permits for Grade "A" milk processing plants which offer milk and or milk products for sale in Virginia. Local health department are also responsible for the inspection of Grade "A" milk plants for compliance with the Regulations Governing Grade "A" Milk (2VAC5-490-10). Code Links-3.2-5130, 3.2-5206, 3.2-5208</p>	X
<p>Alternative discharging sewage systems: Pursuant to § 32.1-164(A) of the Code of Virginia, local health department are responsible for issuing, denying and revoking construction and operation permits for alternative discharging systems of less than 1000 gallons per day serving single family dwellings. Local health departments are also required to conduct regular inspections of alternative discharging systems in order to ensure that their construction and operation are in compliance with the Alternative Discharging Regulations (12VAC5-640-10 et seq.) Code Link-32.1-164</p>	X
<p>Onsite sewage systems: Pursuant to §32.1-163 et seq. of the Code of Virginia, local health department staff is responsible for performing site evaluations and designs of onsite sewage systems. Local health department staff is also responsible for issuing, denying and revoking construction and operation permits for conventional and alternative onsite sewage systems. Local health department staff are also responsible for inspecting the construction of onsite sewage systems for compliance with the Sewage Handling and Disposal Regulations (12VAC5-610-20 et seq.;"SHDR") and the Alternative Onsite Sewage System Regulations (12VAC5-613-10 et seq.;"AOSS Regulations). Local health department is also responsible for ensuring the performance, operation and maintenance of onsite sewage systems are in compliance with the SHDR and AOSS Regulations. Code Link-32.1-163</p>	X
<p>Rabies: Pursuant to §3.2-6500 et seq. of the Code of Virginia, the local health department is responsible for investigating complaints and reports of suspected rabid animals exposing a person, companion animal, or livestock to rabies. Code Link- 3.2-6500</p>	X

LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(1.)

VIRGINIA DEPARTMENT OF HEALTH
COMMUNITY HEALTH SERVICES

ENVIRONMENTAL HEALTH SERVICES
BASIC PUBLIC HEALTH SERVICES TO BE ASSURED BY LOCAL HEALTH DEPARTMENTS

<p>Restaurants/eating establishments: Pursuant to §35.1-14 of the Code of Virginia, local health departments are responsible for issuing, denying, renewing, revoking and suspending permits to operate food establishments. In addition, local health departments are required to conduct at least one annual inspection of each food establishment to ensure compliance with the requirements of the Food Regulations (12VAC5-421-10 et seq.). These regulations include requirements and standards for the safe preparation, handling, protection, and preservation of food; the sanitary maintenance and use of equipment and physical facilities; the safe and sanitary supply of water and disposal of waste and employee hygiene standards. Code Link- 35.1-14</p>	X
<p>Sanitary surveys: The local health department is responsible for conducting surveys of properties which include soil evaluations and identification of potential sources of contamination. The surveys are conducted in order to determine site suitability for onsite sewage systems, alternative discharging systems and wells. Code Link-32.1-11, 32.1-43</p>	X
<p>Single home sewage discharge Code Link-32.1-164</p>	
<p>Hotels/Motels: In accordance with §35.1-13 of the Code of Virginia, local health department staff is responsible for issuing, denying, revoking and suspending permits to operate hotels. The local health department is responsible for conducting inspections of hotels to ensure compliance with the Hotel Regulations (12VAC5-431-10 et seq.). These regulations include requirements and standards for physical plant sanitation; safe and sanitary housekeeping and maintenance practices; safe and sanitary water supply and sewage disposal and vector and pest control. Code Link-35.1-13</p>	X
<p>Water supply sanitation-Inspection of Water Supplies Code Link- 15.2-2144</p>	X
<p>Wells: Pursuant to §32.1-176.2, local health departments are responsible for issuing, denying and revoking construction permits and inspection statements for private wells. Local health departments are also responsible for inspecting private wells to ensure that their construction and location are in compliance with the Private Well Regulations (12VAC5-630-10 et seq.). Code Link-32.1-176.2</p>	X
<p>Homes for adults: The local health department, at the request of the Department of Social Services (DSS) will inspect DSS-permitted homes for adults to evaluate their food safety operations, wastewater disposal and general environmental health conditions.</p>	X
<p>Juvenile Justice Institutions: Pursuant to §35.1-23 of the Code of Virginia and the agency's memorandum of understanding with the Department of Corrections, local health departments are responsible for conducting at least one annual unannounced inspection of juvenile justice institutions in order to evaluate their kitchen facilities, general sanitation and environmental health conditions. Code Link-35.1-23</p>	X
<p>Jail inspections: Pursuant to § 53.1-68 of the Code of Virginia and the agency's memorandum of understanding with the Department of Corrections, local health departments are responsible for conducting at least one annual unannounced inspection of correction facilities in order to evaluate their kitchen facilities, general sanitation and environmental health conditions. Code Link-53.1-68</p>	X
<p>Daycare centers: At the request of DSS will inspect DSS-permitted daycare centers to evaluate their food safety operations, wastewater disposal and general environmental health conditions.</p>	X
<p>Radon Pursuant to §32.1-229 local health department may assist VDH Central Office with Radon testing and analysis. Code Link-32.1-229.</p>	X
<p>Summer camps/ Campgrounds: Pursuant to 35.1-16 and 35.1-17 of the Code of Virginia, local health departments are responsible for issuing, denying, revoking and suspending permits to operate summer camps and campgrounds. The local health department is responsible for conducting inspections of summer camps and campgrounds not less than annually to ensure that their construction, operation and maintenance are in compliance with the Regulations for Summer Camps (12VAC5-440-10 et seq.) and the Rules and Regulations for Campgrounds (12VAC5-450-10 et seq.). Code Links-35.1-16, 35.1-17</p>	X

LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(1.)

VIRGINIA DEPARTMENT OF HEALTH
COMMUNITY HEALTH SERVICES

OTHER PUBLIC HEALTH SERVICES
BASIC PUBLIC HEALTH SERVICES TO BE ASSURED BY LOCAL HEALTH DEPARTMENTS

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

LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(1.)

VIRGINIA DEPARTMENT OF HEALTH
COMMUNITY HEALTH SERVICES

OPTIONAL PUBLIC HEALTH SERVICES

For Each Service Provided, Check Block for Highest Income Level Served			
	Income A only	Defined by Federal Regulations	All
COMMUNICABLE DISEASE SERVICES			
Foreign Travel Immunizations			
Other:			
CHILD HEALTH SERVICES			
School health services			
Sick child care			
Other:			
Community Education			X
MATERNAL HEALTH SERVICES	Income A only	Defined by Federal Regulations	All
Funds for deliveries			
Funds for special tests and drugs			
Diagnosis, treatment, and referral for gynecological problems			
Other:			
Community Education			X
FAMILY PLANNING SERVICES	Income A only	Defined by Federal Regulations	All
Nutrition Education			
Preventive Health Services			
Pre-Conception Health Care			
Other: Community Education			X

LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(1.)

VIRGINIA DEPARTMENT OF HEALTH
COMMUNITY HEALTH SERVICES

OPTIONAL PUBLIC HEALTH SERVICES

For Each Service Provided, Check Block for Highest Income Level Served			
GENERAL MEDICAL SERVICES	Income A only	Defined by Federal Regulations	All
Activities of Daily Living			
Community Education			X
General Clinic Services (100% Locally Funded)			
Outreach			
Occupational health services			
Personal care			
Pharmacy services-Alternate Drug Delivery Site			
Hypertension screening, referral, and counseling			X
Respite care services			
Other:			
SPECIALTY CLINIC SERVICES (List)	Income A only	Defined by Federal Regulations	All
DENTAL HEALTH SERVICES	Income A only	Defined by Federal Regulations	All
Preventive Clinic Services - Children			
Preventive Clinic Services - Adults			
Restorative Clinic Services			
Community Education			
Other:			

LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(2.)

VIRGINIA DEPARTMENT OF HEALTH
COMMUNITY HEALTH SERVICES

PUBLIC HEALTH SERVICES PROVIDED
UNDER LOCAL ORDINANCE

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

LOCAL GOVERNMENT AGREEMENT, ATTACHMENT A(2.)

VIRGINIA DEPARTMENT OF HEALTH
COMMUNITY HEALTH SERVICES

PUBLIC HEALTH SERVICES PROVIDED UNDER
LOCAL ORDINANCES OR CONTRACT WITH LOCAL GOVERNMENTS

OPTIONAL PUBLIC HEALTH SERVICES

For Each Service Provided, Check Block for Highest Income Level Served			
	Income A only	Defined by Federal Regulations	All
Employee physicals			
Primary care for inmates in local jails or correctional institutions			
Other medical services (List)			
Other (please list)			
Please see attachment 043_FY14A			X

Addendum 043_FY14A Clarke County

The Health District will convene a meeting with pertinent Clarke County staff no later than February 28 to delineate current County and State Environmental Health service needs as well as project future needs.

The Lord Fairfax Health District will staff the Board of Septic and Well Appeals with an assigned staff person as well as a back-up staff person. Clarke County Government will communicate directly with assigned health department staff and the Environmental Health Supervisor as to meeting requirements. The county will provide annual feedback to the Environmental Health Supervisor concerning the quality of assistance received.

Clarke County government will provide training to both Environmental Health Specialists Senior and the Clarke County Environmental Health Supervisor in the use of GPS technology to document the location of private onsite septic drain fields and wells and proper interface with the County's GIS mapping system. Once training is completed, the Health District will provide use of at least one GPS unit to the Clarke County Environmental Health staff. Staff will include documentation of private onsite septic drain field and well locations in all future permitting activities, recording this data in the State's VENIS database and also sharing this data with Clarke County government. In addition, staff will collect this data, as time allows, on existing wells and drain fields – for instance, when investigating environmental health complaints that involve either wells or private onsite septic drain fields.

Clarke County Health Department will distribute Clarke County government's environmental health educational brochures and written materials to customers and clients. Clarke County government will provide training and information concerning their local environmental initiatives to all health department support and environmental health staff so that staff will be able to support the county's needs in this area.

The Lord Fairfax Health District will develop and implement a strategy to increase the sharing of desired data with Clarke County government. It will include promoting the provision of GW-2 forms.

The Lord Fairfax Health District and Clarke County will complete an assessment of duties and services desired in Environmental Health no later than May 1 Yearly. This assessment will be used to evaluate current Environmental Health and Support staffing levels.

1. The Health District will convene a meeting with pertinent Clarke County staff no later than February 28 Yearly to delineate current County and State Environmental Health service needs as well as project future needs.
2. Complete a staffing level evaluation for Environmental Health and Support (clerical) staff by May 1, Yearly.
3. Add GPS coordinates to future well and private onsite sewage disposal system VENIS records and share with county.
4. Distribute requested County materials to customers.
5. Staff the Board of Septic and Well Appeals with a primary and back-up staffer.
6. Develop a strategy to provide requested data to the County routinely.

MEMORANDUM

TO: Clarke County Board of Supervisors

FR: Thomas J. Judge, Director of Joint Administrative Services

DT: March 11, 2015

RE: FY 16 Budget

The purpose of this meeting is to arrive at tax rates and a budget to advertise for the upcoming year. To this end, please find attached:

1. Net Tax Funding
2. Budget Resolution
3. Tax Rate resolution.
4. Updated Capital

The right column of the budget resolution lists changes from the last version for your information, but this column will not be included in the advertisement itself. These changes include:

1. Revised personal property tax revenue.
2. Inclusion of a 1.5% salary increase in General Fund contingency, JAS, and Social Services.
3. Inclusion of sufficient funds in all budgets to cover a health insurance renewal increase of 12.1% as opposed to the 10% estimate already budgeted.
4. Reduction of estimated Fee-for-Service revenue from \$375,000 to \$275,000.
5. Inclusion of \$35,000 for Engineering study of the Solid Waste Convenience Center.

The Advertisement format will be made available at the Tuesday meeting.

Net Tax Funding

FUND	FY 2015 Budget	Variance	Percent Variance	FY 2016 Proposed
EXPENDITURE				
General	8,984,882	203,801	2.3%	9,188,683
Social Services	1,338,165	107,580	8.0%	1,445,745
School Operating	21,447,660	90,050	0.4%	21,537,710
School Food Service	782,343	37,902	4.8%	820,245
CSA	607,000	365,948	60.3%	972,948
Conservation Easement	15,000	15,000	100.0%	30,000
Government Capital Projects	1,040,830	(304,900)	-29.3%	735,930
School Capital Projects	852,179	(179)	0.0%	852,000
Government Debt Service	420,700	(75,000)	-17.8%	345,700
School Debt Service	3,867,648	(20,703)	-0.5%	3,846,945
Joint Services Fund	551,038	26,915	4.9%	577,953
Unemployment Compensation	25,000	(8,000)	-32.0%	17,000
Total	39,932,445	438,414	1.1%	40,370,859
CATEGORICAL REVENUE				
General	2,743,352	409,511	14.9%	3,152,863
Social Services	900,754	81,092	9.0%	981,846
School Operating	9,711,626	62,044	0.6%	9,773,670
School Food Service	782,343	36,937	4.7%	819,280
CSA	277,841	221,995	79.9%	499,836
Conservation Easement	15,000	(10,000)	-66.7%	5,000
Government Capital Projects	68,330	76,737	112.3%	145,067
School Capital Projects	154,000	(0)	0.0%	154,000
Government Debt Service	-	-	0.0%	-
School Debt Service	119,008	54,288	45.6%	173,296
Joint Services Fund	3,000	-	0.0%	3,000
Unemployment Compensation	-	-	0.0%	-
Total	14,775,255	932,603	6.3%	15,707,858
NON-CATEGORICAL REVENUE REQUIRED				
General	6,242,540	(206,720)	-3.3%	6,035,820
Social Services	437,411	26,488	6.1%	463,899
School Operating	11,736,034	28,006	0.2%	11,764,040
School Food Service	-	965	0.0%	965
CSA	329,159	143,953	43.7%	473,112
Conservation Easement	-	25,000	0.0%	25,000
Government Capital Projects	972,500	(381,637)	-39.2%	590,863
School Capital Projects	698,179	(179)	0.0%	698,000
Government Debt Service	420,700	(75,000)	-17.8%	345,700
School Debt Service	3,748,640	(74,991)	-2.0%	3,673,649
Joint Services Fund	548,038	26,915	4.9%	574,953
Unemployment Compensation	25,000	(8,000)	-32.0%	17,000
Total	25,158,200	(495,199)	-2.0%	24,663,001
BUDGET BALANCING				
GF Estimated Non-categorical revenue	23,829,138	435,124	1.8%	24,264,262
Rounding Adjustments	-	-	-	(94,977)
Surplus/(Deficit)	(1,329,062)	835,346	-62.9%	(493,716)
Pay-as-you-go	1,365,516	(857,516)	-62.8%	508,000
Surplus/(Deficit) Net of pay-as-you-go	36,454	(22,170)	-60.8%	14,284
Pay-as-you-go Elements				
School Capital/Debt	124,016			
Community Facilities	169,000			
Government Construction/Debt	225,000			
Energy Efficiency	150,000			
Reassessment	200,000			
General District Court Capital Repairs	80,000			
Government Savings	17,500			
Pay and Classification	100,000			40,000
Voting Equipment	50,000			48,000
Comprehensive Services	-			157,000
Vehicle Replacements	-			91,000
Parks Master Plan	100,000			100,000
Data & Communications Technology	150,000			72,000
	1,365,516			508,000

FOR THE FISCAL YEAR
COMMENCING JULY 1, 2015 AND ENDING JUNE 30, 2016

	FY14 Original Budget	FY14 Audited Actual	FY15 Adopted Budget	01/31/15 FY15 Revised Budget	FY16 Proposed Budget	Variance 16 Proposed- 15 Adopted	3/2/2015 Version	Change from 3/2/2015
EXPENDITURE								
Board of Supervisors	57,116	51,418	57,806	57,806	58,964	1,158	58,964	-
County Administrator	289,776	289,702	287,396	287,396	300,415	13,019	300,415	-
Legal Services	71,816	32,910	71,846	65,651	70,000	(1,846)	70,000	-
Commissioner of Revenue	200,755	196,422	200,607	200,607	203,717	3,110	203,717	-
Assessor	3,500	3,672	3,500	3,500	3,500	-	3,500	-
Treasurer	249,161	255,423	262,208	262,208	268,891	6,683	268,891	-
Information Technology	279,533	284,766	256,465	256,465	280,244	23,779	280,244	-
Electoral Board	32,986	28,518	32,379	32,379	43,308	10,929	43,308	-
General Registrar	69,320	66,782	69,651	69,651	72,797	3,146	72,797	-
Circuit Court	11,480	10,341	12,680	12,680	-	-	12,680	-
General District Court	3,980	5,816	3,980	3,980	3,700	(280)	3,700	-
Magistrate	400	134	400	400	400	-	400	-
J&D Court	2,671	2,244	5,971	5,971	2,990	(2,981)	2,990	-
Clerk of the Circuit Court	233,134	242,424	243,897	243,897	248,563	4,666	248,563	-
Victim/Witness Coordinator	40,260	40,832	40,189	40,189	41,976	1,787	41,976	-
Blue Ridge Legal Services	1,500	1,500	1,500	1,500	1,500	-	1,500	-
Regional Court Services	3,759	3,759	4,494	4,494	4,494	-	4,494	-
Commonwealth Attorney	260,941	256,319	264,404	264,404	269,236	4,832	269,236	-
Commonwealth Attorney Grants	40,503	32,567	40,479	40,479	40,754	275	40,754	-
Sheriff	1,644,810	1,592,227	1,649,536	1,471,708	1,459,173	(190,363)	1,459,173	-
Sheriff's Grants	28,353	40,314	10,906	10,906	22,806	11,900	22,806	-
Communications	406,236	404,140	441,803	619,631	696,007	254,204	696,007	-
Communications Grants	39,284	-	39,284	39,284	-	(39,284)	-	-
Criminal Justice Training Center	16,000	13,448	19,185	19,185	18,582	(603)	18,582	-
Drug Task Force	12,500	9,421	12,500	12,500	12,500	-	12,500	-
Fire, EMS and Emergency Mgt	376,110	391,700	648,912	641,412	621,643	(27,269)	621,643	-
Volunteer Fire Companies	61,207	46,410	66,652	76,290	66,652	-	66,652	-
Blue Ridge Volunteer Fire Company	51,900	51,495	51,500	51,500	51,742	242	51,742	-
Boyce Volunteer Fire Company	52,900	52,384	52,500	52,500	52,264	(236)	52,264	-
Enders Volunteer Fire Company	79,000	78,445	78,500	78,500	77,927	(573)	77,927	-
Lord Fairfax Emergency Medical Services	4,929	4,929	5,422	5,422	5,422	-	5,422	-
Forestry Service	2,712	2,712	2,712	2,712	2,712	-	2,712	-
Regional Jail	577,987	542,879	562,301	562,301	515,422	(46,879)	515,422	-
Juvenile Detention Service	57,904	57,904	38,854	38,854	31,008	(7,846)	31,008	-
Probation Office	925	248	925	925	800	(125)	800	-
Building Inspections	140,012	140,451	139,585	145,780	144,092	4,507	144,092	-
Animal Control	92,521	83,091	94,084	94,084	128,744	34,660	128,744	-
Medical Examiner & Indigent Burial	1,000	60	1,000	1,000	1,000	-	1,000	-
Refuse Disposal	168,000	90,762	168,000	168,000	100,000	(68,000)	93,183	6,817
Litter Control	5,817	2,827	6,171	6,171	3,000	(3,171)	3,000	-
Sanitation	57,000	57,176	72,000	72,000	162,377	90,377	162,377	-
Maintenance/Buildings & Grounds	711,016	747,560	734,077	734,077	824,209	90,132	824,209	-
Local Health Department	199,000	199,000	205,000	205,000	218,594	13,594	218,594	-
Our Health	4,875	4,875	5,000	5,000	5,000	-	5,000	-
Northwestern Community Services	82,000	82,000	85,000	85,000	88,000	3,000	88,000	-
Concern Hotline	750	750	750	750	750	-	750	-
NW Works	750	750	750	750	1,000	250	1,000	-
Shenandoah Area Agency on Aging	40,000	40,000	40,000	40,000	40,000	-	40,000	-
Loudoun Transit Service	17,639	17,639	19,302	19,302	19,302	-	19,302	-
FISH	-	-	-	-	1,000	1,000	1,000	-
Laurel Center	2,000	2,000	2,000	2,000	2,000	-	2,000	-
Access Independence (serves the disabled)	750	750	750	750	750	-	750	-
Lord Fairfax Community College	13,924	13,924	17,534	17,534	15,580	(1,954)	15,580	-
Parks Administration	358,594	356,188	369,940	372,645	391,613	21,673	391,613	-
Recreation Center	97,309	96,873	103,870	106,830	102,423	(1,447)	102,423	-
Swimming Pool	87,679	73,412	87,958	87,958	87,154	(804)	87,154	-
Concession Stand	18,837	14,242	16,000	16,000	14,841	(1,159)	14,841	-
Parks Programs	252,537	197,066	249,120	249,120	254,084	4,964	254,084	-
Barns of Rose Hill	-	-	-	-	5,000	5,000	5,000	-
Virginia Commission for Arts	10,000	10,000	10,000	10,000	10,000	-	10,000	-
Regional Library	182,119	182,119	185,000	185,000	190,000	5,000	190,000	-
Planning Administration	338,979	328,103	337,522	337,522	379,873	42,351	379,873	-

FOR THE FISCAL YEAR
COMMENCING JULY 1, 2015 AND ENDING JUNE 30, 2016

	FY14 Original Budget	FY14 Audited Actual	FY15 Adopted Budget	01/31/15 FY15 Revised Budget	FY16 Proposed Budget	Variance 16 Proposed- 15 Adopted	3/2/2015 Version	Change from 3/2/2015
Rain Barrel Program	1,400	320	1,080	1,080	200	(880)	200	-
Help With Housing	5,400	5,400	5,400	5,400	5,400	-	5,400	-
Board of Zoning Appeals	3,470	3,585	3,470	3,470	3,470	-	3,470	-
Office of Economic Development	45,546	47,025	105,938	105,938	109,544	3,606	109,544	-
Berryville Development Authority	6,100	393	6,100	6,100	4,100	(2,000)	4,100	-
Small Business Development Center	1,500	1,500	1,500	1,500	1,500	-	1,500	-
Blandy Experimental Farm	3,000	3,000	3,000	3,000	3,000	-	3,000	-
Planning Commission	19,389	24,599	20,000	20,000	22,250	2,250	22,250	-
Board of Septic Appeals	1,016	352	1,000	1,000	720	(280)	720	-
Historic Preservation Commission	7,800	20,367	26,300	31,650	8,000	(18,300)	8,000	-
NSV Regional Planning District Commission	5,712	5,712	5,776	5,776	7,329	1,553	7,329	-
Regional Airport	2,500	2,500	2,500	2,500	2,500	-	2,500	-
Friends of the Shenandoah	3,000	3,000	3,000	3,000	3,000	-	3,000	-
Water Quality Management	30,000	39,613	30,000	30,000	30,000	-	30,000	-
Lord Fairfax Soil & Water Conservation	4,750	4,750	5,000	5,000	5,000	-	5,000	-
Biosolids Application	16,914	11,179	15,761	15,761	14,459	(1,302)	14,459	-
Cooperative Extension	38,965	31,013	40,000	40,000	40,736	736	40,736	-
Northern Virginia 4-H Center	2,250	2,250	2,300	2,300	2,300	-	2,300	-
Non-Departmental Legal/Prof. Contingency	70,000	-	215,000	212,150	172,000	(43,000)	105,000	67,000
Social Services	1,363,059	1,305,046	1,338,165	1,363,865	1,445,745	107,580	1,431,582	14,163
School Operations	20,637,598	20,151,333	21,447,660	21,447,660	21,537,710	90,050	21,509,704	28,006
School Food Service	761,012	749,692	782,343	782,343	820,245	37,902	819,280	965
Comprehensive Services Act	661,500	598,649	607,000	607,000	972,948	365,948	972,948	-
Gang Task Force Fund	-	156,254	-	-	-	-	-	-
Public Safety Fund	-	24,373	-	-	-	-	-	-
Conservation Easement	-	1,113,546	15,000	388,124	30,000	15,000	30,000	-
General Capital Improvements	575,000	636,799	1,040,830	1,138,250	735,930	(304,900)	700,930	35,000
School Capital Improvements	728,163	7,017,862	852,179	1,268,755	852,000	(179)	852,000	-
General Debt Service	399,200	399,200	420,700	420,700	345,700	(75,000)	345,700	-
School Debt Service	3,888,619	3,887,513	3,867,648	3,867,648	3,846,945	(20,703)	3,846,945	-
Joint Administrative Services	541,737	532,559	551,038	551,038	577,953	26,915	554,507	23,446
Unemployment Compensation	25,000	302	25,000	25,000	17,000	(8,000)	17,000	-
TOTAL EXPENDITURE	37,998,056	44,615,512	39,932,445	40,855,568	40,370,859	438,414	40,195,462	175,397
<i>Local Funds for Schools</i>	<i>15,268,127</i>	<i>21,322,873</i>	<i>16,182,853</i>	<i>16,532,206</i>	<i>16,136,654</i>	<i>(46,199)</i>	<i>16,107,683</i>	<i>28,971</i>
ESTIMATED REVENUE								
LOCAL REVENUE								
Current Real Estate Taxes	13,249,882	13,857,804	14,135,069	14,135,069	14,208,241	73,172	14,208,241	-
Delinquent Real Estate Taxes	108,612	28,126	68,152	68,152	48,189	(19,963)	48,189	-
Proceeds from Delinquent Land Sale	-	(150)	-	-	-	-	-	-
Public Service Corporation Real Estate	396,900	404,731	420,772	420,772	419,200	(1,572)	419,200	-
Current Personal Property Taxes	3,341,094	3,731,494	3,739,323	3,739,323	4,023,605	284,282	3,891,325	132,280
Delinquent Personal Property Taxes	72,710	17,289	50,000	50,000	45,000	(5,000)	45,000	-
Mobile Home Taxes	1,264	1,125	1,036	1,036	876	(160)	1,035	(159)
Machinery and Tools Taxes	191,499	182,352	177,726	177,726	174,014	(3,712)	177,980	(3,966)
Penalties (All Property Taxes)	122,849	117,894	122,849	122,849	132,583	9,734	132,583	-
Interest (All Property Taxes)	92,611	93,375	96,740	96,740	110,189	13,449	110,189	-
Administrative Costs Delinq	11,541	9,179	11,541	11,541	12,235	694	12,235	-
DMV Stop Fee	-	480	-	-	480	480	480	-
Credit Card Fees	-	4,417	600	600	7,000	6,400	7,000	-
Sales and Use Taxes	850,293	794,171	760,491	760,491	871,738	111,247	871,738	-
Consumer's Utility Taxes	375,135	385,641	375,203	375,203	379,174	3,971	379,174	-
Consumption Tax	35,950	36,598	35,950	35,950	35,950	-	35,950	-
Communications Tax	450,000	431,966	442,829	442,829	442,829	-	442,829	-
Business License Tax	24,000	39,481	23,605	23,605	31,136	7,531	31,136	-
Franchise License Tax	-	-	20,000	20,000	12,319	(7,681)	12,319	-
Motor Vehicle Licenses	303,336	295,170	305,225	305,225	298,038	(7,187)	298,038	-
Recordation Taxes	230,000	256,567	252,845	252,845	252,095	(750)	252,095	-
Taxes on Wills	11,254	9,367	11,254	11,254	11,254	-	11,254	-
Circuit Court Online Land Record Fees	-	-	6,034	6,034	-	(6,034)	-	-
Transient Occupancy Tax	40,547	32,618	33,939	33,939	32,618	(1,321)	32,618	-

FOR THE FISCAL YEAR
COMMENCING JULY 1, 2015 AND ENDING JUNE 30, 2016

	FY14 Original Budget	FY14 Audited Actual	FY15 Adopted Budget	01/31/15 FY15 Revised Budget	FY16 Proposed Budget	Variance 16 Proposed- 15 Adopted	3/2/2015 Version	Change from 3/2/2015
Animal Licenses	11,077	7,683	10,730	10,730	7,683	(3,047)	7,683	-
Animal Shelter Fees - Dogs & Cats	8,459	9,140	8,459	8,459	10,087	1,628	10,087	-
Spay & Neuter Fund Distribution	104	106	106	106	180	74	180	-
Land Use Application Fees Penalty	3,600	3,600	3,200	3,200	3,600	400	3,600	-
Land Use Application Fees	-	200	400	400	-	(400)	-	-
Transfer Fees	432	461	440	440	448	8	448	-
Zoning and Subdivision Permits	65,000	112,166	65,000	65,000	112,166	47,166	112,166	-
Building Permits	104,353	142,181	104,353	104,353	152,845	48,492	152,845	-
Road Sign Fees	-	200	-	-	-	-	-	-
New Dwelling Address Fee	1,430	3,250	1,550	1,550	2,275	725	2,275	-
Mapping Fee	900	300	700	700	450	(250)	450	-
Sign Permits and Inspection Fees	1,493	360	1,493	1,493	221	(1,272)	221	-
Rain Barrel Sales	1,400	1,170	1,080	1,080	200	(880)	200	-
Weapons Permits	5,453	5,472	6,000	6,000	5,579	(421)	5,579	-
Other permits, fees, and licenses	3,100	1,700	3,100	3,100	1,950	(1,150)	1,950	-
Court Fines and Forfeitures	362,725	237,835	280,000	280,000	250,000	(30,000)	250,000	-
DNA Fees - Blood Test	200	311	400	400	261	(139)	261	-
Courthouse Security Fees	63,161	43,219	53,812	53,812	52,000	(1,812)	52,000	-
Local Jury Fees	-	166	36	36	95	59	95	-
Interest on Bank Deposits	47,568	43,090	31,856	31,856	54,143	22,287	54,143	-
Rental of Property	51,772	53,001	57,772	57,772	7,000	(50,772)	7,000	-
Sheriff's Fees	797	796	797	797	797	-	797	-
Commonwealth's Attorney Fees	1,163	1,743	1,714	1,714	1,743	29	1,743	-
Court Appointed Attorney	529	1,511	1,027	1,027	1,174	147	1,174	-
Central Alarm - Berryville	2,000	2,000	2,000	2,000	2,000	-	2,000	-
Fees for Ambulance & Rescue Services	-	-	25,000	25,000	275,000	250,000	375,000	(100,000)
Jail Processing Fee	1,571	1,611	1,500	1,500	1,779	279	1,779	-
Revenue from Shared Costs - Berryville	67,380	67,380	67,918	67,918	67,777	(141)	67,777	-
Wireless E-911	39,285	40,742	39,285	39,285	37,610	(1,675)	37,610	-
Humane Foundation Contribution	25,000	25,000	25,000	25,000	25,000	-	25,000	-
Recycling Rebate	92,843	92,065	45,769	45,769	38,013	(7,756)	38,013	-
Recreation Center Fees	39,100	36,369	39,007	39,007	35,042	(3,965)	35,042	-
Swimming Pool Fees	88,299	88,719	86,991	86,991	76,420	(10,571)	76,420	-
Concession Stand Revenue	18,500	12,254	16,000	16,000	15,000	(1,000)	15,000	-
Parks Programs Fees	275,000	261,036	275,000	275,000	265,000	(10,000)	265,000	-
Sale of Publications	26	40	25	25	25	-	25	-
Zoning Research Fee	75	-	75	75	-	(75)	-	-
Engineer's Fees	13,441	7,867	11,360	11,360	10,654	(706)	10,654	-
Biosolids Application Fees	16,913	9,955	15,761	15,761	14,458	(1,303)	14,458	-
Rebates & Refunds	26,724	31,585	17,959	17,959	24,772	6,813	24,772	-
Gifts & Donations in Lieu of Taxes	3,000	2,500	22,933	22,933	22,933	-	22,933	-
Donations	-	-	2,500	5,460	5,000	2,500	5,000	-
Sale of Salvage & Surplus Property	272	3,646	3,681	3,681	3,681	-	3,681	-
Sale of Vehicles	2,777	-	2,777	2,777	2,253	(524)	2,253	-
Insurance Adjustments	7,876	14,033	7,876	7,876	7,876	-	7,876	-
Miscellaneous Revenue	4,197	6,152	3,096	3,096	3,894	798	3,894	-
Loan Repayment	3,495	3,495	3,495	3,495	3,495	-	3,495	-
Transfer from Animal Control Fund	1,500	1,500	-	-	-	-	-	-
Transfer from Parks Construction Fund	-	1,895	-	1,010	-	-	-	-
Tsfr from Capital Projects - Industrial Park	-	-	60,000	60,000	-	(60,000)	-	-
Insurance Recovery	13,754	7,279	13,754	13,754	13,754	-	13,754	-
School Operations	385,323	416,191	381,504	381,504	398,543	17,039	398,543	-
School Food Service	518,440	475,983	520,636	520,636	536,300	15,664	536,300	-
Public Safety Fund	-	5,875	-	-	-	-	-	-
Conservation Easement	-	222,302	-	25,000	-	-	-	-
General Capital Projects	-	119,809	-	-	-	-	-	-
School Capital Projects Proffers	-	228	-	-	-	-	-	-
Parks Construction Fund	-	4,965	-	-	-	-	-	-
General Debt Service	-	9,910	-	-	-	-	-	-
School Debt Service	-	3,484	-	-	52,463	52,463	52,463	-
Joint Administrative Services	3,000	796	3,000	3,000	3,000	-	3,000	-
Unemployment Fund	-	725	-	-	-	-	-	-
TOTAL LOCAL REVENUE	22,293,984	23,419,591	23,419,110	23,448,080	24,155,402	736,292	24,127,247	28,155

FOR THE FISCAL YEAR
COMMENCING JULY 1, 2015 AND ENDING JUNE 30, 2016

	FY14 Original Budget	FY14 Audited Actual	FY15 Adopted Budget	01/31/15 FY15 Revised Budget	FY16 Proposed Budget	Variance 16 Proposed- 15 Adopted	3/2/2015 Version	Change from 3/2/2015
REVENUE FROM THE COMMONWEALTH OF VIRGINIA								
Motor Vehicles Carrier's Taxes	24,373	25,954	24,373	24,373	24,373	-	24,373	-
Tax on Deeds (Grantor's Tax)	61,801	53,719	61,801	61,801	53,719	(8,082)	53,719	-
Quarterly Rental Tax	2,161	3,124	2,796	2,796	3,546	750	3,546	-
Personal Property Tax Relief	2,483,842	2,483,842	2,483,842	2,483,842	2,483,842	-	2,483,842	-
Circuit Court Online Land Records	-	-	5,666	5,666	-	(5,666)	-	-
Commonwealth's Attorney	184,517	184,065	187,055	187,055	187,157	102	187,157	-
Sheriff	736,470	747,010	750,887	750,887	749,413	(1,474)	749,413	-
Commissioner of Revenue	74,585	74,065	75,111	75,111	75,178	67	75,178	-
Treasurer	85,708	91,733	92,780	92,780	92,369	(411)	92,369	-
Registrar	36,876	39,796	38,549	38,549	39,797	1,248	39,797	-
Clerk of the Circuit Court	152,694	159,687	153,026	153,026	152,728	(298)	152,728	-
Litter Control	5,817	2,445	6,171	6,171	6,171	-	6,171	-
Other Categorical Aid	2,041	-	2,041	2,041	430	(1,611)	430	-
Extradition	-	-	-	-	2,000	2,000	2,000	-
Fire Programs Fund	41,207	42,667	41,652	41,652	42,135	483	42,135	-
Virginia Commission for the Arts	5,000	5,000	5,000	5,000	5,000	-	5,000	-
Historic Preservation Grants	-	1,685	12,000	12,000	-	(12,000)	-	-
DEQ Water Quality Management Grant	-	12,000	-	-	-	-	-	-
Welfare	892,247	841,484	900,754	900,754	981,846	81,092	981,846	-
School Operations	8,616,666	8,553,289	8,666,412	8,666,412	8,631,798	(34,614)	8,631,798	-
School Food Service	8,572	7,707	7,707	7,707	8,000	293	8,000	-
Comprehensive Services Act	306,457	295,209	277,841	277,841	499,836	221,995	499,836	-
Public Safety Fund	-	7,157	-	-	-	-	-	-
Conservation Easement	-	372,075	15,000	129,124	5,000	(10,000)	5,000	-
General Capital Projects	-	-	66,830	66,830	-	(66,830)	-	-
School Capital Projects	154,000	23,350	154,000	154,000	154,000	(0)	154,000	-
TOTAL COMMONWEALTH REVENUE	13,875,034	14,027,063	14,031,294	14,145,418	14,198,338	167,044	14,198,338	-
FEDERAL REVENUE								
Payment in Lieu of Taxes	25,987	5,971	5,578	5,578	5,971	393	5,971	-
Miscellaneous Federal Revenue	-	-	3,125	3,125	2,477	-	2,477	-
Crime Victims Assistance	37,463	39,024	39,024	39,024	39,024	-	39,024	-
Multi Agency Federal Task Force	15,000	22,562	-	-	-	-	-	-
DMV Alcohol Enforcement	1,500	6,833	9,000	9,000	10,625	1,625	10,625	-
DMV Speed Enforcement	10,000	2,363	-	-	4,000	4,000	4,000	-
Internet Crimes Against Children Task Force	-	5,478	-	-	6,000	6,000	6,000	-
DOJ Local Law Enforcement Block Grant	-	-	1,906	1,906	2,181	275	2,181	-
State Criminal Alien Assistance Program	1,853	3,074	3,074	3,074	862	(2,212)	862	-
ARRA Byrne Justice Assistance Grant	3,671	-	-	-	-	-	-	-
Conservation Easement	-	398,750	-	184,000	-	-	-	-
Violence Against Women Grant	33,004	32,567	28,053	28,053	28,053	-	28,053	-
Fire & Emergency Response Grant	-	-	25,000	25,000	140,000	115,000	140,000	-
Gang Task Force Fund	-	156,254	-	-	-	-	-	-
Public Safety Fund	-	254,695	-	-	-	-	-	-
School Operations	711,256	636,536	663,710	663,710	743,329	79,619	743,329	-
School Food Service	234,000	247,002	254,000	254,000	274,980	20,980	274,980	-
General Capital Projects	-	7,068	1,500	1,500	145,067	143,567	145,067	-
School Capital Projects	-	-	-	67,223	-	-	-	-
School Debt Service	119,008	119,986	119,008	119,008	120,833	1,825	120,833	-
TOTAL FEDERAL REVENUE	1,192,742	1,938,163	1,152,978	1,404,201	1,523,402	371,072	1,523,402	-
BUDGET BALANCE PROCEDURE								
TOTAL EXPENDITURES	37,998,056	44,615,512	39,932,445	40,855,568	40,370,859	438,414	40,195,462	175,397
TOTAL REVENUE	37,361,760	39,384,818	38,603,383	38,997,699	39,877,143	1,274,407	39,848,987	28,155
SURPLUS (DEFICIT)	(636,296)	(5,230,694)	(1,329,062)	(1,857,869)	(493,716)	835,993	(346,475)	(147,242)
FROM FUND BALANCE	636,296	5,230,694	1,329,062	1,857,869	493,716	(835,993)	346,475	147,242
NET	-	-	-	-	-	-	-	-

PAY-AS-YOU-GO:

PAY AND CLASSIFICATION PLAN IMPLEMENTATION	40,000
VEHICLE REPLACEMENTS	91,000

**FOR THE FISCAL YEAR
COMMENCING JULY 1, 2015 AND ENDING JUNE 30, 2016**

	FY14 Original Budget	FY14 Audited Actual	FY15 Adopted Budget	01/31/15 FY15 Revised Budget	FY16 Proposed Budget	Variance 16 Proposed- 15 Adopted	3/2/2015 Version	Change from 3/2/2015
COMPREHENSIVE SERVICES					157,000			
VOTING EQUIPMENT					48,000			
PARKS MASTER PLAN					100,000			
DATA & COMMUNICATIONS TECHNOLOGY					72,000			
TOTAL PAY-AS-YOU-GO					<u>508,000</u>			
SURPLUS (DEFICIT) NET OF PAY-AS-YOU-GO					<u>14,284</u>			

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

	2015
1. Real Estate, including the real estate of public service corporations**	\$ 0.655
2. Tangible personal property except machinery and tools and qualified Fire and Rescue Vehicles*	\$ 4.496
3. Tangible Machinery and tools	\$ 1.250
4. Tangible personal property of qualified Fire & Rescue Vehicles*	\$ 2.248

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

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

Government Projects	FY 2016 Projected	FY 2017 Projected	FY 2018 Projected	FY 2019 Projected	FY 2020 Projected
<i>Public Safety</i>					
Cruisers	91,000	121,000	112,000	116,000	116,000
Crime Scene Vehicle			75,000		
Radios					331,086
Personal Computers (MDTs, laptops and desktops)				32,000	
ICOP Server, Communications CPUs, Backup Battery		19,000			
Weapons and Armor		18,150	30,000	8,000	
LIDARS			12,000		
2 nd Transmitter Site		1,200,000			
Vehicle Repeaters	72,000	72,000			
Fire/EMS/Personal Protective Equipment	89,530				
Fire/EMS/Paramedic Chase Vehicle	65,000				
<i>Parks</i>					
<i>New Projects</i>					
Kohn Property Master Plan		20,000			
County-Wide Comprehensive Plan		30,000			
Athletic Fields			200,000		
Game Court Construction (basketball, shuffleboard, skate)			220,000		
<i>Major Capital Asset Renovation and Repair</i>					
Replace ballfield and pool fencing	10,000	10,000	10,000	10,000	10,000
Coat Bottom of Pool	42,500				
Replace Pool Filter Pump	77,400				
<i>Community Development</i>					
Real Property Assessment				200,000	
Park to Town Utility Upgrades			50,000		
Solid Waste Convenience Center	35,000	500,000			
<i>General</i>					
<i>Regular Capital Asset Renovation and Repair</i>					
Voting Equipment	48,000	20,400	20,400	20,400	20,400
Technology	30,000	30,000	30,000	30,000	30,000
Joint Technology Government Share	123,000	59,000	59,000	59,000	59,000
Vehicles	30,000	30,000	30,000	30,000	30,000
General	22,500	50,000	50,000	50,000	50,000
Totals	735,930	2,179,550	898,400	555,400	646,486

Sources

FEMA Grant (chase vehicle)	59,800				
FEMA Grant (personal protective Equipment)	85,267				
<i>Total Revenue</i>	145,067	-	-	-	-
<i>Fund Balance for Capital (pay-as-you-go):</i>					
Vehicle Replacements	91,000				
Voting Equipment	48,000				
Parks Master Plan	100,000				
Data Communications and Technology	72,000	72,000			
Recycling and Convenience Center		250,000			
<i>Total Fund Balance for Capital</i>	311,000	322,000	-	-	-
General Fund Transfer net of Revenue and Pay-as-you go	279,863	1,857,550	898,400	555,400	646,486

MEMORANDUM

TO: Board of Supervisors

FR: Thomas Judge, Director of Joint Administrative Services

DT: 3/17/15

RE: *March Finance Agenda*

1. **FY 15 Supplemental Appropriations.** The Committee recommends the following actions:

a. **Emergency Medical Dispatch Grant.** *"Be it resolved that the FY 15 Capital Projects expenditure budget be increased \$57,454, that the same be appropriated, that revenue from the Commonwealth in the amount of \$45,963 be recognized, and that the designation from Government Savings be reduced in the amount of \$11,491, all for the purpose of purchasing new software to facilitate Emergency Medical Dispatch."*

b. **Registrar Equipment Grant.** *"Be it resolved that the FY 15 Registrar budget be increased \$1,774, and the same appropriated, and revenue from the Commonwealth in the same amount recognized, all for the purpose of purchasing photo ID equipment for the Registrar's Office."*

2. **Cooperative Extension Intern.** The Cooperative Extension Office requests the use of \$2,000 currently budgeted for Extension Agent salaries, for use in the employment of a summer intern. These funds would be expended from Clarke County in FY 15, but the intern would be employed primarily in FY 16 (ie. After July 1). The Finance Committee recommends approval of this use of funds, but requests that the Extension office provide a detailed explanation as to why Extension Agent positions remain unfilled, and what the plans are for filling them.

3. **FY 16 Budget Issues.** The Committee discussed several issues including Government salary increases, the health insurance renewal, personal property taxes, etc. This will be discussed at the worksession on the budget this evening.

4. **Bills and Claims.** February Bills and Claims were not available at the Finance Committee meeting due primarily to ERP training and weather. They will be available prior to the March regular meeting or the April Finance Committee meeting.

5. **Standing Reports.** Reconciliation of Appropriations. General Fund Balance. Expenditure Summary.

Organization Information

EMS Agency: No
 Organization Name: CLARKE COUNTY EMERGENCY COMMUNICATIONS CENTER
 Address First Line: PO Box 49
 Address Second Line: 100 N Church St
 City: BERRYVILLE State: VA Zip: 22611
 City/County: CLARKE Phone Number: (540)955-5106
 Regional Council: Lord Fairfax EMS Council FIN#: 54-1070553
 Organization Structure: Governmental Organization Type: Governmental

Personnel InformationCertification

First Responder: 0 EMT: 0 Paramedic: 0 Driver: 0 Other: 0 Total: 0

Personnel

Career: 0 Volunteer: 0 Total: 0

Comments:

Call Activity and Demographic Information

BLS Calls: 0 ALS Calls: 0 Calls Unable To Respond: 0
 Calls Outside Primary Service Area: 0 Avg Call Time(minutes): 0 Average Round Trip Mileage: 0
 Avg Mileage To Nearest Hospital:
 Square Miles of Service Area: 0 Population of Service Area: 0 Total Number of Stations: 0
 Comments:

Financial InformationOther Fees

Amount received from EMS Fee for Service for Last Fiscal Year: \$0.00
 Service Fee Charged: N Service Fee per Call: \$0.00 Cost Recovery: 0.00%

Receipts / Revenue

	<u>Previous Fiscal year</u>	<u>Current Fiscal year</u>	<u>Change</u>
Donations:	\$0.00	\$0.00	\$0.00
26% Return to Locality:	\$20,000.00	\$20,000.00	\$0.00
Grants:	\$174,373.00	\$68,796.00	-\$61.00
Total Revenue:	\$194,373.00	\$88,796.00	-\$54.00

Expenditure			
	<u>Previous Fiscal year</u>	<u>Current Fiscal year</u>	<u>Change</u>
Personnel Costs:	\$506,524.00	\$506,524.00	\$0.00
Operating Costs:	\$445,520.00	\$481,087.00	\$8.00
Capital Expenses:	\$172,373.00	\$66,830.00	-\$61.00
Total Expenditure:	\$1,124,417.00	\$1,054,441.00	-\$6.00

Other Details			
Comments:			
All of the figures are specific to the Emergency Communications Division. We do not receive donations. The grant figures are for monies received during the applicable fiscal years. These grants have all been received from the Virginia Wireless Services Board and were used for replacements for antiquated equipment, specifically a new phone system and a new recording system. Included in those funds is also money for training of personnel. The four-for-life funds are what was given to our county. The personnel cost figures are the same because the last fiscal year figures are projected in the current fiscal year and as is the case for many jurisdictions there are no salary increases projected.			
Define Capital Expenditure:			
Capital expenditures are items including furniture, equipment, vehicles, major maintenance, or other similar infrequent large dollar purchases. We also have specific designations for different types of capital expenditures such as technical request. The majority of the capital improvement items for the Emergency Communications Center are technology based purchases, such as various computer applications used in the day to day operations, phone systems, computers and the like.			
Amount received from EMS Fee for Service for Last Fiscal Year:			
Service Fee Charged: No	Service Fee per Call:	Cost Recovery:	

Requested Items Information			
Item Name: PowerPhone EMD Total Response			
Item Type: Special Priority - Emergency Medical Dispatch		Req. Quantity: 3	
Funding Level: 80 / 20	Action: Replace	Current Quantity: 3	
Total Price: \$57,454.00	Matching Funds: \$11,490.80	State Funds: \$45,963.20	
Comments: Clarke County has been providing Emergency Medical Dispatch instructions for many years. We have tried several different programs. Currently the vendor we are using does not interface with our computer aided dispatch system and has fallen short of what we were told the program would do. Our primary goal is to tie our EMD program into our CAD system to improve the call flow and enable us to more quickly and accurately move through the EMD and call processing. The best way we see this happening is to incorporate an EMD program that will bridge that gap. Luckily for us our CAD vendor has already developed an interface with the PowerPhone Total Response program. Jurisdictional funding is progressively getting worse and is putting a hardship on the localities. Unless it is an emergency situation we are not able to get funding for additional programs or equipment without at least a partial grant being awarded. Our county is aware we are applying for this grant and the amount that will be requested in the budget process. This program is being highly supported by our Emergency Medical Services, Fire Service and Sheriff.			
<u>Supporting Documents</u>			
Name	Type	Description	Size

Requested Items Information

Item Name: PowerPhone EMD Total Response

F4716/quote clarke ecc powerphone.pdf	Quote	PowerPhone Quote	74 KB
F30750/sosoft interface cost.pdf	Quote	Southern Software CAD Interface	24 KB

Technical Information

Please give a brief description of the project (2-3 sentences).

Clarke County is seeking to replace our existing EMD program with one that will better meet our requirements. Our existing program is not integrated with our CAD system the new program should be able to be integrated into our existing CAD system to allow for a seamless flow of data with one single point of data entry which will enable more efficient recommendations for responses. This program should also have a quality assurance module that will track the performance of both CAD and EMD through the combined interface.

What are the specific objectives of the project and anticipated time frames?

Our intention in seeking these grant funds is to further enhance the service we deliver to our community by adopting a consistent approach to 911 call handling by improving our level of training and better understand and improve our call handling processes. Clarke County has been providing EMD instruction as part of our service to the community for many years due to our rural nature and primarily volunteer EMS system. It has become an integral part of the service that we provide and discontinuing its use would prove to be detrimental to our community. The current program that we are using has unfortunately fallen short of providing the necessary capabilities we feel we need, especially as it pertains to quality assurance. In seeking a systematic approach to public safety call handling that has an emphasis on Emergency Medical Dispatch we have set several goals. Our first goal is to have a high quality EMD program to provide the best pre-arrival care for our community. Secondly we are seeking to establish a seamless call flow. Currently our EMD program is not integrated into our CAD system. By instituting the Total Response program we can utilize their interface as a call taking tool that combines pre-arrival instruction and CAD data entry into one action. We will be able to customize the process to our own standard operating procedures and protocols. The required interface has already been developed by our CAD vendor. Using this tool will prevent Communications specialist from having to duplicate effort entering data into two different programs. They will be able to provide instructions to callers and forward information to responders in a more efficient manner. Our third goal is quality assurance. Currently we do not have a singular quality assurance method. This program has a quality assurance manager that will track the combined pre-arrival and CAD call entry data processes. I anticipate this project should take six months from project authorization to implementation. Within in that time we will be procuring the program, reviewing the programs as built protocols, determining if we need to change any of the call guides and if so work in conjunction with the OMD to make that happen. Once the protocols are in place we will interface it with our CAD system, conduct training and begin system evaluation.

Explain anticipated impact of the project on agency, customer service, or community. Who will benefit from the project/initiative?

This project will enable the ECC staff to more efficiently process calls for service. With one single point of entry they can enter the patient information, have CAD perform the recommended response, and perform pre-arrival instructions to the caller all from the same application. Our community will benefit from receiving more effective and efficient services provided to them. The emergency responders have had concerns that the existing program does not provide enough detail for a proper response decision between advanced life support and basic life support call types. They have a legitimate claim since the existing program recommends the response not on a question and answer basis but on the call type itself. This new program will be integrated into our CAD system so that as the questions are asked and answered the established matrix will recommend the best response. The emergency responders will also benefit in getting more specific patient information. The agency will benefit from the ability to have a formal quality assurance program. Quality assurance is a key factor in providing any type of public safety service.

What do you expect will be the two most crucial issues or challenges facing your agency in completing this project?

Currently the biggest challenge we face in completing the project is going to be getting the volunteer responders to

Requested Items Information

Item Name: PowerPhone EMD Total Response

Technical Information

review the standard operating procedures and make recommendations in a timely manner. The volunteers in our jurisdiction have dwindled down to a critical level and the ones that we have are stretched to the limit, so it is difficult to be able to gather them together for such a process. However I am hopeful that we will be able to better work through that process because by the time this project is approved we will have a new Fire & EMS Director in place. He will be established and able to facilitate and or expedite such matters. The second challenge will be entering the changes and making sure everything corresponds in the CAD system. While not a difficult undertaking it will be time consuming and require a high level of attention to detail.

Does your agency have adequate resources (money, equipment, facilities, personnel, etc.) to achieve the goals of the project?

Our agency does have adequate resources to achieve the goals of this project. We already utilize an EMD program and have no intention of not providing EMD since it is an imperative part of our day to day operations. We maintain maintenance on existing programs and equipment so it will simply replace what we currently use. The facility and computer equipment is already in place and as such we have a replacement plan in place for budgetary purposes to rotate equipment out. as it nears end of life. As for personnel the ECC Director will act as the project manager as part of her assigned duties. Staff will be trained as part of the procurement and is included in the grant. Re-certification will be handled through our training budget or grant funds we receive for training from the Virginia Wireless Service Board. Assistance will be requested of the County Fire & EMS Director, Volunteer Chiefs, and the OMD as necessary and we anticipate no issues in their willingness to assist us.

Describe how you will evaluate what changes or positive progress can be directly linked to the project.

As we begin to utilize the program we will be able to evaluate the day to day operations compared to the existing program we currently use. We will seek input from the emergency responders as we work through reviewing the new process and work with them to make applicable changes. We will be able to use statistical data that we currently track for call processing times and compare them to the times with the new integrated program. One of the key components to the evaluation will be in using the quality assurance module. This will address all aspects of the call processing and allow us to gauge performance. Reports will be maintained and routinely reviewed by the ECC Director and the Director of Fire & EMS to determine the current state of the program and to decide if changes need to be made.

Affirmation

Brief Project Description:

Our intention in seeking these grant funds is to further enhance the service we deliver to our community by adopting a consistent approach to 911 call handling by improving our level of training and better understand and improve our call handling processes. Clarke County has been providing EMD instruction as part of our service to the community for many years due to our rural nature and primarily volunteer EMS system. It has become an integral part of the service that we provide and discontinuing its use would prove to be detrimental to our community. The current program that we are using has unfortunately fallen short of providing the necessary capabilities we feel we need, especially as it pertains to quality assurance. In seeking a systematic approach to public safety call handling that has an emphasis on Emergency Medical Dispatch we have set several goals. Our first goal is to have a high quality EMD program to provide the best pre-arrival care for our community. Secondly we are seeking to establish a seamless call flow. Currently our EMD program is not integrated into our CAD system. By instituting the Total Response program we can utilize their interface as a call taking tool that combines pre-arrival instruction and CAD data entry into one action. We will be able to customize the process to our own standard operating procedures and protocols. The required interface has already been developed by our CAD vendor. Using this tool will prevent Communications specialist from having to duplicate effort entering data into two different programs. They will be able to provide instructions to callers and forward information to responders in a more efficient manner. Our third goal is quality assurance. Currently we do not have a singular quality assurance method. This program has a quality assurance manager that will track the combined pre-arrival and CAD call entry data processes. The following information is detailed specifics on the program specifics and functionality. The dispatch recommendations are generated based on conditions at the scene. As information is gathered from the caller, the Response Advisor works to calculate the most appropriate response and delivers a dispatch recommendation that includes both responder skill requirements and corresponding priority levels. Over 90 emergency call handling protocols are included but can be used with those protocols that support EMD initially with the remaining protocols activated at a later point. Each incident type is categorized and weighted to generate a risk assessment and appropriate dispatch recommendation. The protocols can also be customized (or entirely new protocols created by or in combination with the jurisdictions OMD) with the Protocol Builder module. Dynamic areas to link agency-specific Standard Operating Procedures (SOP?s) directly to the call record ensure that local policy is being followed, subsequently improving standard of care and mitigating risk. Instant ?Hot Key? access provides one-click access to life saving pre-arrival instructions at all times. The Supervisory Module provides detailed reports on call volume, average call times, calls by incident type and many more. We can use existing report templates or build customized reports as required. The Quality Assessor module provides the framework for a complete assessment of call handler effectiveness and protocol compliance on all calls. We feel that this program will give us the tools necessary to provide high quality EMD instruction, improve our call processing methods and to establish a quality assurance program. We also know that without receiving grant funding this program will not be able to be established. The only other source we could currently use for this project would be through the Virginia Wireless Services Board and they have referred requesters back to the RSAF program in the past.

Project /Equipment Sustainability:

We currently budget funds for maintenance agreements and training costs. This equipment will take the place of existing equipment so applicable changes will be made for cost adjustments in the regular budget process. Since this is a computer program it will run on our existing computer equipment that is already on a replacement schedule. We also have access to apply for grant funds that can be utilized for training specific to a Public Safety Answer Point or Emergency Communications Center.

Supporting Documents

Name	Type	Description	Size
No supporting documents are available for this grant application.			

Authorized Agent

First Name: PAMELA

Last Name: HESS

Phone#:

Email: PHESS@CLARKECOUNTY.GOV

Finacial Officer

First Name: TOM

Last Name: JUDGE

Email: TJUDGE@CLARKECOUNTY.GOV

Signature: Thomas R. Judge

Operational Medical Director

First Name: JOHN

Last Name: POTTER

Phone#: (540)536-8708

Email: jpotter@valleyhealthlink.com

Signature: John C. Potter, MD

Clarke County

tjudge@clarkecounty.gov

Supplemental Appropriation

From : Barbara Bosserman <vote@clarkecounty.gov>

Wed, Feb 11, 2015 01:39 PM

Subject : Supplemental Appropriation**To :** Tom Judge <tjudge@clarkecounty.gov>

1 attachment

Reply To : Barbara Bosserman <vote@clarkecounty.gov>

Tom,

We have been approved to receive grant funds for the purchase of equipment to be used for Photo ID outreach. The reimbursement will be made to the county once the equipment has been received and proof of payment provided to the Department of Elections.

I am requesting a supplemental appropriation in the amount of \$1,773.50 to the General Registrar's budget 13200-8201 for the purchase of the photo ID equipment.

Attached:

Daly Enterprise, Commonwealth of Virginia Quote
Application for Grant Funds with Department of Elections approval
Purchase Requisition

Please let me know if additional information is required.

Barbara

Remember - Virginia law now requires photo identification when voting in person.

Barbara B. Bosserman, VREO
General Registrar of Voters
Clarke County Office of Elections
101 Chalmers Ct.
Berryville, VA 22611
(phone) 540-955-5168 (fax) 540-955-5169

NOTICE: This message, including any attachments, may summarize laws, regulations and policies and is not legal advice. Furthermore, this message and any responses sent to this email address may be subject to public disclosure under FOIA.


 **Requisition.Daly.PhotoID.20150211.PDF**
120 KB

Clarke County**bbosserman@clarkecounty.gov**

Executed Grant Application - Photo ID

From : Cameron Sasnett (ELECT)
<Cameron.Sasnett@elections.virginia.gov>

Wed, Feb 11, 2015 09:07 AM

 2 attachments

Subject : Executed Grant Application - Photo ID

To : Barbara Bosserman (Clarke County GR)
<vote@clarkecounty.gov>

Barbara,

You have been approved for the two units. We will put the money to the side for you.

Attached is the quote from Daly Computers and the funding application. Please contact Diane Gasper-Jones with Daly Computers to order, her contact information is listed on the top of the quote.

Please fill out the application once you have a quote from Daly Computers for your locality specifically. The maximum amount we can reimburse is for the amount listed on the quote the attached, per item. You are authorized to procure two sets should you wish.

Once you fill out the application, please scan and email with a copy of your quote and we can reserve the funds for you.

After you have been invoiced and receive the equipment, I will send you the final piece of paperwork to complete and submit with any packing slips or receipts.


Don't hesitate if you have any questions completing the forms or navigating the ordering process.

Regards,


Cameron G. Sasnett

Virginia Department of Elections
804.864.8948

Application for Grant Funds.docx

 65 KB

Computer, Webcam, SigPad, and Tripod.pdf

 51 KB

Email
to
Dave

February 18, 2015

To: David Ash, County Administrator
Tom Judge, JAS Finance Chair
David Weiss, Chair Board of Supervisors
Cyndi Marston, Northern District Director

From: Kaila Anglin *Kaila Anglin*
Unit Coordinator; Extension Agent, 4-H Youth Development

RE: Request for unused FY 15 Salary Funds to partially fund a Summer Intern in the Cooperative Extension Office

The Clarke County Virginia Cooperative Extension (VCE) office has requested and been approved to hire a summer intern through the VCE Paid Summer Internship Program. Summer internships provide an excellent opportunity for undergraduate students to learn more about careers in Extension, to expand Extension experience among candidates for future employment, and to increase support of unit offices during the summer months.

The 2015 VCE- Clarke intern will work with the 4-H agent to assist in the planning and delivery of educational summer programs related to 4-H Youth Development. More details of the job description are on the attached Internship Application.

Funding

Students will work up to forty hours per week for a maximum of ten weeks in the summer at an hourly rate of \$10. Payment will be made to the students through Virginia Tech's hourly wage payroll. In addition to the hourly wages, VCE is also required to pay 7.65% for FICA. The State VCE administration will provide and has committed to the maximum of \$2000, plus associated FICA, for the cost of the intern. However, the local unit is responsible for obtaining the remaining funds (\$2,000).

Request

Therefore, I am requesting to use \$2,000 of the Clarke County Extension Office unused salary appropriations from the vacant Page and Clarke ANR Agent positions in the Clarke County FY15 budget to fund the remaining balance of the summer intern. Per my projections, there will be approximately \$3,992 of unused salary funds for FY 15 which ends June 30, 2015. The payment for the intern would be billed from Virginia Tech in the 4th Quarter FY 15 Salary Bill.

I would like the opportunity to discuss this proposal in person at the next Finance Meeting and Board of Supervisor meeting. Please let me know the best way to proceed. Thank you for your consideration.

Enclosures (4):

Paid Summer Internship Program guidelines from Virginia Tech; Unit Internship Application Form with Job Description for Intern; VCE County FY 15 Budget Information; VCE County FY 15 Budget Projections

Invent the Future

VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY

Extension is a joint program of Virginia Tech, Virginia State University, the U.S. Department of Agriculture, and state and local governments.

Virginia Cooperative Extension programs and employment are open to all, regardless of age, color, disability, gender, gender identity, gender expression, national origin, political affiliation, race, religion, sexual orientation, genetic information, veteran status, or any other basis protected by law. An equal opportunity/affirmative action employer.



Virginia
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Extension
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www.ext.vt.edu



Virginia Cooperative Extension

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Virginia Cooperative Extension Paid Summer Internship Program 2015

Virginia Cooperative Extension will offer the paid Summer Internship Program for the summer of 2015. Summer internships provide an excellent opportunity for undergraduate students - usually rising juniors or seniors, and those that have recently finished their degree - to learn more about careers in Extension, to expand Extension experience among candidates for future employment, and to increase support of unit offices during the summer months. By engaging students during or recently after their undergraduate experience, Extension may be able to interest them in pursuing careers as Extension agents once they complete their education. While serving their internships under the direction of experienced agents, these students will participate in real work experiences that will challenge and encourage them.

Expectations

Information about the VCE Summer Internship program is posted on the VCE "Jobs" website. Student interns are expected to contribute to the Extension educational programs in the resident unit and to follow normal work hours or alternate hours as assigned by the unit host agent. Policies of Virginia Cooperative Extension will be followed at all times, and professional conduct will be essential. The intern will receive valuable work experience of an educational programming nature and not simply engage in mundane tasks. Internships must be concluded by September 9, 2015.

The objectives of the Internship program are to afford the intern the opportunity to examine Extension as a career choice and to contribute to the summer programs of the unit. Interns are expected to maintain a journal or blog outlining their experiences in order to complete a Record of Internship and Evaluation. At the end of the internship the intern will meet with the host agent in order to reflect on and discuss their experience in the context of career development.

Funding

Students will work up to forty hours per week for a maximum of ten weeks in the summer at an hourly rate of \$10. Payment will be made to the students through Virginia Tech's hourly wage payroll. In addition to the hourly wages, VCE is also required to pay 7.65% for FICA. **State VCE administration will provide a maximum of \$2000, plus associated FICA, for the cost of the intern. The unit is responsible for obtaining the remaining funds (\$2000).** The continuing intent of the Internship program is to have a funding partnership between VCE and a local government or third party organization. Unit checking account funds can only be used to support an internship if there is no state (central VCE admin) funding available. In other words, if the central administrative funds are exhausted, yet other Units wish to fund an intern, then they may (with District Director approval) use their local checking account to fund all or part of an intern. All other guidelines for the internship program apply.

Intern travel expenses, other than travel to and from work, and other work-related costs will be paid by Extension from contributed, local or District funds, not State funds. Unit offices will work with their district offices to generate the necessary paperwork for the wage payments. The district offices will work with state administration to ensure that the necessary payment transfers are completed and wage payments are timely. Students must be eligible to work in the United



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States. Sources of non-VCE contributions will be billed in the entirety of their respective commitments.

Unit Applications and Selection

Interested units will complete the attached application form in Word format, and send by email to Joe Hunnings (hunnings@vt.edu) and their District Director for approval. The application and DD approval must be received by the close of business on February 6, 2015. DD's can email approval decision. Applications will be reviewed and selected by central administration based on the following criteria: a) quality of educational programming experience planned, b) knowledge/skills gained through the experience, and c) breadth of intern involvement and exposure to all Unit program areas. Unit recipients of a funded internship will be recommended by the Director for Professional Development, with final approval by the Director of Extension no later than February 13, 2015.

Advertisement of Internship Opportunities

Information about the Internship is posted on [VT](#), [CALs](#), [VCE](#) and VSU-School of Agriculture websites. Other Virginia universities and land-grant institutions in neighboring states are also provided with the VCE Internship information. If and when the unit application is approved, advertisement of the specific Unit internships will be added to the VCE Jobs web page. Email notices of the opportunities will be mailed to students of Virginia Tech and Virginia State. Units are welcomed to use other means to advertise as well.

Application and Screening of Interns

Intern applications will be collected for the individual participating Units at the state level with a due date of March 13, 2015. Students who are interested in being considered are to submit a letter of interest, resume, copy of their latest school transcripts, and the names and contact information for three references, to the VCE Director of Professional Development. References should not be relatives. All interns must be currently enrolled in an accredited college or university, or be a recent graduate, in a course of study relevant to the mission of Extension. In addition, preference will be given to interns that will have junior class standing and a GPA of 2.5 based on a 4.0 scale at the start of their internship (exceptions will be considered with substantial justification). Approved applicant's application packets will be forwarded to Unit offices by March 20, 2015.

Selection of Interns and Subsequent Unit Responsibilities

Screening, interview and selection of the interns is the responsibility of the Unit offices working in partnership with the district offices. Selection of interns must follow equal opportunity guidelines. See the [Summer Internship Employment Processes, Forms and Time Lines](#) webpage for more details.

Once an intern is selected by the Unit, an Internship Agreement form must be signed by the mentor/host agent, the student intern and the intern's academic advisor (as appropriate). The Host agent must also insure that all required employment papers are submitted to the CALs-Human Resources office on the first day of intern employment. This paperwork can be found on the [Internship page](#) mentioned above linked to the Professional Development page of the VCE Intranet (<http://www.intra.ext.vt.edu/staffdev/>). It is the Unit host agent's responsibility to advise the Director of Professional Development if there are any changes in the internship plan or implementation. At the conclusion of the internship, a Student Intern Performance Evaluation must be completed by the host agent and sent to the Director of Professional Development within



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30 days after the internship is completed. Failure to submit an Intern Evaluation will result in the unit being ineligible to participate in the program the following year.

Internship Timelines:

February 6, 2015 - Unit Internship Application due to Director of Professional Development along with DD approval of application

February 13, 2015 – Units notified of internship program selection and web posting of available unit internships

March 13, 2015 – Student intern applications due to state VCE office

March 20, 2015 – Applications screened and acceptable applications forwarded to units

September 9, 2015 - Internship must be concluded

Student Intern Performance Evaluation – due 30 days after the internship is completed

Questions should be addressed to Joe Hunnings, Director, Planning and Reporting, Professional Development, and Civil Rights Compliance. hunnings@vt.edu ; 540-231-9409

Send the Unit Application packet (form and job description) in Word format by email to Joe Hunnings (hunnings@vt.edu) and your District Director.

Application and District Director approval must be received by 5pm, February 6, 2015.



Virginia Cooperative Extension

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2015

Unit Internship Application Form

Unit:	Clarke
District:	Northern
Lead/Host Agent of Intern:	Kaila Anglin
Faculty member approving hours in TimeClock Plus:	Kaila Anglin
Other Agents Involved:	

Non-VCE Funds Committed:

Source*	Amount (Minimum total - \$2000)
Clarke County 83100	\$2,000.00 (FY 2015, 4 th Quarter) if not approved by the County, Clarke County- VCE Local Agency Funds will be utilized
Total	

* If Local Funds (city or county government), please indicate the requested billing protocol below.

(E.g. FY 2015, 4th Quarter, FY 2016, 1st Quarter, etc.).

Source of Internship Travel Funds (District, Local Agency Funds, etc.)	Clarke County – VCE Local Agency Funds and Clarke County – VCE State Account Travel Funds
--	---

*Requested billing protocol:	\$2,000.00 (FY 2015, 4 th Quarter)
Amount of central VCE funds requested: (\$2000 plus FICA is the maximum)	\$2,000.00 plus FICA

INTERNSHIP JOB DESCRIPTION

On an attached document, please address the following questions. This information will be posted on the Internship website for potential interns to review.

(<http://www.ext.vt.edu/internship/index.html>)

1. Describe your plans for this internship. (i.e. What specifically will the intern be doing?)
2. Describe the knowledge / skills you expect the intern to gain from this experience.
3. How will the intern learn about the breadth of VCE and our various program areas?



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1. Describe your plans for this internship. (i.e. What specifically will the intern be going?)

The 2015 VCE- Clarke intern will work with the 4-H agent to assist in the planning and delivery of educational summer programs related to 4-H Youth Development.

These program responsibilities will include: plan and manage a week long Cloverbud Day Camp (June 22-26) at Clermont Farm for youth ages 5-8 under the direction of the 4-H agent; assist with various tasks related to Clarke-Warren 4-H Junior Camp (July 5-9) at the NOVA 4-H Center, including but not limited to, room assignments, class supply organization, name tags, and teen counselor trainings and events; develop and deliver at least two educational workshops and/ or enrichment camps.

The intern will also assume a leadership role in managing 4-H programs and Extension presence at the Clarke County Fair (August 9-15), to include assisting volunteers with show management and the 4-H/FFA Livestock Sale, and supporting 4-H members in their project work. The intern will also assist with educational programs related to 4-H members showing livestock including Goat Camp (May 30), Small Animal Weigh-in (June 6), Clarke- Frederick Lamb Camp (June 13), and the Clarke County 4-H VLA Lamb & Goat Show (July 4).

The intern will also have an opportunity to assist with other educational programs including food preservation workshops while working with the FCS agent and youth livestock programs while working with the ANR agent.

2. Describe the knowledge/ skills you expect the intern to gain from this experience.

The intern will work closely with the Clarke 4-H agent and Extension staff to gain the following skills:

- Planning and organization skills using the Extension Programming Model and the 4-H Targeting Life Skills Model
- Develop organizational methods for handling data, program registrations, and files, using Microsoft Office programs, specifically Excel and Word
- Develop youth behavior management skills and hands-on instruction experience with youth ages 5-18 in various settings using the best practices for ages and stages of youth development; safety and supervision of youth are key concepts for the intern
- Built knowledge and confidence in working with youth and gain the personal reward of watching and assisting youth grow through their own learning and discovery processes
- Develop interpersonal skills through collaborative programming efforts with agents who serve PD7
- Enhance communication skills as this position requires a significant amount of verbal and written communication, promotional activities, and face-to-face contacts
- Assist the 4-H agent in the development, delivery, and evaluation of planned programs and experience various delivery modes



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3. How will the intern learn about the breadth of VCE and our various program areas?

The intern will mainly work with the 4-H agent and one part-time wage Unit Support Staff person housed in Clarke to gain a better understanding of programs provided by VCE and the planning that goes into quality educational community-based programs. However, the intern will also have an opportunity to work with the FCS and ANR agents who serve Clarke through collaborative programs. The intern will also experience the breadth of VCE and what we do by spending time in the office answering questions and working with clientele, planning programs, and being immersed in the summer VCE schedule.

VA Cooperative Extension (83100)

FY15

VPI Extension Agent FY 15 \$37,036.00

State Salaries FY 2015 1st Q \$7,664.23

State Salaries FY 2015 2nd Q \$7,979.76

State Salaries FY 2015 3rd Q* \$8,700.00

State Salaries FY 2015 4th Q* \$8,700.00

Total Salary Expenses FY 15 \$33,043.99

Estimated Unused Salary Funds for FY 15 \$3,992.01

Clarke Co. Reconciliation of Appropriations Year Ending June 30, 2015													26-Feb-15	
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	
04/16/14 Appropriations Resolution: Total	39,932,445	8,984,882	1,338,165	607,000	21,447,660	782,343	1,040,830	852,179	420,700	3,867,648	551,038	15,000	25,000	
<i>Adjustments:</i>														
06/17/14 Sheriff's Office Renovation							97,420							
06/17/14 Park Benches		1,010												
07/15/14 Moore and Dorsey Easements												273,124		
10/21/14 Historic Driving Brochure HPC		2,500												
10/21/14 Social Services Vehicle			25,700											
11/18/14 School Operating Carryover								349,353						
11/18/14 School Security Grant								67,223						
11/18/14 Parks Grounds Cypress Trees		1,695												
11/18/14 Clifton Road Fire Bills		2,138												
12/16/14 Pitta Conservation Easement												60,000		
12/16/14 Masters Conservation Easement												40,000		
03/16/15 Emergency Medical Dispatch Grant							57,454							
03/16/15 Registrar Photo ID Equipment		1,774												
Revised Appropriation	40,911,836	8,993,999	1,363,865	607,000	21,447,660	782,343	1,195,704	1,268,755	420,700	3,867,648	551,038	388,124	25,000	
Change to Appropriation	979,391	9,117	25,700	0	0	0	154,874	416,576	0	0	0	373,124	0	
Original Revenue Estimate	14,747,514	2,731,834	892,247	306,457	9,711,626	761,012	68,330	154,000		119,008	3,000	0	0	
<i>Adjustments:</i>														
06/17/14 Park Benches (Parks Construction Fund)		1,010												
07/15/14 State and Federal Conservation Easement Grants												273,124		
11/18/14 School Security Grant								67,223						
12/16/14 Pitta Conservation Easement (CE Fund Balance)												30,000		
12/16/14 Masters Conservation Easement (CE Fund Balance)												20,000		
12/16/14 Pitta Conservation Easement (VDACS)												30,000		
12/16/14 Masters Conservation Easement (VDACS)												20,000		
03/16/15 Emergency Medical Dispatch Grant							45,963							
03/16/15 Registrar Photo ID Equipment		1,774												
Revised Revenue Estimate	15,236,608	2,734,618	892,247	306,457	9,711,626	761,012	114,293	221,223	0	119,008	3,000	373,124	0	
Change to Revenue Estimate	489,094	2,784	0	0	0	0	45,963	67,223	0	0	0	373,124	0	
Original Local Tax Funding	25,184,931	6,253,048	445,918	300,543	11,736,034	21,331	972,500	698,179	420,700	3,748,640	548,038	15,000	25,000	
Revised Local Tax Funding	25,675,228	6,259,381	471,618	300,543	11,736,034	21,331	1,081,411	1,047,532	420,700	3,748,640	548,038	15,000	25,000	
Change to Local Tax Funding	490,297	6,333	25,700	0	0	0	108,911	349,353	0	0	0	0	0	

Italics = Proposed actions

Title: General Fund Balance

Source: Clarke County Joint Administrative Services

Prior Titles

	<u>Prior</u>	<u>Current</u>
General Fund Balance Year End FY 13	15,574,543	15,574,543
Expenditure FY 14	(28,099,645)	(28,099,645)
Revenue FY 14	26,161,144	26,161,144
General Fund Balance Year End FY 14	13,636,042	13,636,042

Designations

Liquidity Designation @ 12% of FY 15 Budgeted Operating Revenue	(\$3,188,575)	(\$3,188,575)
Stabilization Designation @ 3% of FY 15 Budgeted Operating Revenue	(797,144)	(797,144)
Continuing Local GF Appropriations for Capital Projects	(3,043,265)	(3,043,265)
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	(250,000)	(250,000)
Parks Master Plan	(100,000)	(100,000)
School Operating Carryover	(7,933)	(7,933)
Government Carryover Requests from Government Savings	(457,034)	(445,543)
Energy Efficiency	(50,000)	(50,000)
Data and Communications Technology	(200,000)	(200,000)
Recycling and Convenience Center	(444,183)	(444,183)
Regional Jail Capital Needs	(100,000)	(100,000)
Vehicle Replacements	(100,000)	(100,000)
Voting Equipment Upgrades	(50,000)	(50,000)
Landfill costs	(50,000)	(50,000)
Pay and Classification Plan Implementation	(40,000)	(40,000)
Leave Liability	(75,000)	(75,000)
FY 15 Original Budget Surplus (Deficit)	(1,329,062)	(1,329,062)
TOTAL Designations	(12,707,236)	(12,695,745)
FY 15 Expenditure Supplemental	(920,163)	(979,391)
FY 15 Revenue Supplemental	441,357	489,094
Undesignated	450,000	450,000

Clarke County Board of Supervisors

Joint Administrative Services Board Update

3. JAS FY2016 Budget.

As with past practice, the JAS Budget request will be amended to reflect the salary increase proposed by the School Board.

Tom Judge reminded that the School Board and the Board of Supervisors were discussing raises; and if approved, Joint Administrative Services' FY2016 Budget would be adjusted to reflect the salary increase approved by the School Board.

4. Health Insurance renewal

We have not received the renewal at this writing. The Anthem Hack may have created the delay. The Board should be prepared to convene a meeting on short notice when it is received.

Tom Judge advised:

- Renewal has not been received.
- Staff is following up with Anthem today.
- Anticipate less than 10% increase.

David Ash, seconded by Chuck Bishop, moved to proceed with renewal if the increase is 10% or under or should the increase be greater than 10% to convene a meeting of the Joint Administrative Services Board. The motion carried as follows:

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

5. ERP Update

Highlights of review include.

- On schedule and under budget.
- Conducted two weeks of set up training.
- Process training begins next week.
- Financial module goes live in May.
- Overall, Tyler is slow in responding to queries/issues. Some outstanding issues:
 - Email compatibility with Zimbra and Gmail

- Data conversion
- Testing and debugging settings
- Gordon Russell set up training modules on trainees' personal computers.

6. Joint Administrative Services Director Evaluation.

David Ash, seconded by Chuck Bishop, moved to convene into Closed Session: “Be it resolved that the Joint Administrative Services Board go into Closed Session pursuant to Code of Virginia Section 2.2-3711(A)(1) for the purpose of discussing specific employees or appointees of the Board. The motion carried as follows:

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

The members of the Joint Administrative Services Board 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, **Chuck Bishop, seconded by David Ash, moved to reconvene in open session. The motion carried as follows:**

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

Chuck Bishop, seconded by David Ash, moved Certification of Closed Session

CERTIFICATION OF CLOSED SESSION

WHEREAS, the Joint Administrative Services Board 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 Joint Administrative Services Board of the County of Clarke, Virginia that such closed meeting was conducted in conformity with Virginia law.

NOW, THEREFORE BE IT RESOLVED, that the Joint Administrative Services Board 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 Joint Administrative Services Board of the County of Clarke, Virginia.

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

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

No action was taken on matters discussed in Closed Session.

7. Set Next Meeting

The next regularly scheduled meeting is set for Monday, March 23, 2015.

8. Adjournment

At 2:50 pm, Vice Chairman Weiss adjourned the meeting.

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>
1/20/2015	1856	Ask the Barns of Rose Hill for a sample letter and contact information.	John Staelin	2/11: waiting on info from BORH	2/18/2015
1/20/2015	1857	Draft letter of support for Barns of Rose Hill application from sample and process.	John Staelin	2/11: waiting on info from BORH	2/18/2015
2/17/2015	1862	Request to VDOT to explain criteria used for treating and plowing secondary roads and the order in which it is done.	David Ash	VDOT email response	2/19/2015
2/17/2015	1863	Correct and process approved minutes.	Lora B. Walburn	Complete	2/18/2015
2/17/2015	1864	Follow up with language used in the Valley Regional Enterprises Service Agreement.	David Ash	Complete	2/18/2015
2/17/2015	1865	Follow up with visitor center sign letter of support.	David Ash	Complete	2/18/2015
2/17/2015	1866	Follow up with VDH and invite it to address the Finance Committee.	David Ash	Complete	2/19/2015
2/17/2015	1867	Update Appointments database and issue letters of appointment.	Lora B. Walburn	Complete	2/23/2015
2/17/2015	1868	Follow up on standing re Business Park covenants and potential violations.	Brandon Stidham	In process	3/10/2015

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. 2014 Annual Report – Department of Planning

RESIDENTIAL CONSTRUCTION

NEW SINGLE FAMILY

Owner/Address	Description/Parcel ID	Estimated Value
RICHMOND AMERICAN HOMES OF VIRGINIA, INC. 815 MCGUIRE CIRCLE, BERRYVILLE 22611	NEW RESIDENCE SINGLE 14C 1 26	344,217
TOTALS:	1	344,217
TOTAL NEW RESIDENTAL CONSTRUCTION:	1	344,217

RESIDENTIAL RENOVATIONS

Owner/Address	Description/Parcel ID	Estimated Value
JENKINS, DAVID 96 LOCUST LANE, BLUEMONT 20135	REMODEL-MINIMUM FEE 25B 1 9A	18,150
CASEY TREE FARM, LLC 546 SPRINGSBURY FARM LANE, BERRYVI 22611	ADDITION/REMODEL SINGLE 23 A 56	68,250
PIDGEON, GUY 25 BATTLETOWN DRIVE, BERRYVILLE 22611	REMODEL-MINIMUM FEE 14 A 81	35,625
SCHEAMANN, ROGER 2410 PARSHALL RD., BERRYVILLE 22611	ADDITION/REMODEL SINGLE 24 A 4	29,550
TOTALS:	4	151,575

COMMERCIAL CONSTRUCTION

COMMERCIAL RENOVATIONS

Owner/Address	Description/Parcel ID	Estimated Value
BOYCE BAPTIST CHURCH 7 W. MAIN STREET, BOYCE 22620	REMODEL CHURCH	87,500
WARREN COUNTY FIRE & RESCUE, STATION 6 6363 HOWELLSVILLE RD., FRONT ROYAL 22630	REMODEL COMMERCIAL	127,500
GREENFIELD OF BERRYVILLE 413 MCCLELLAN ST. BERRYVILLE, VA 22611	REMODEL-MINIMUM FEE	78,000
BOREL, ALAIN 13630 LORD FAIRFAX HWY., BOYCE 22620	ADDITION COMMERCIAL	109,206
TOTALS:	4	402,206

OTHER BUILDING PERMITS

Owner/Address	Description/Parcel ID	Estimated Value
MITCHELL, SARA 110 BATTLETOWN DRIVE, BERRYVILLE 22611	DECK/PORCH	7,200

DEAN, WILLIAM 205 RITTER PLACE, BERRYVILLE 22611	REMODEL-MINIMUM FEE	2,000
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TOTALS:	3	9,250
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DEMOLITION PERMIT

Owner/Address	Description/Parcel ID	Estimated Value
CARTER, JOHN & PAGE 686 COUNTRY CLUB LANE, MILLWOOD 22646	DEMOLITION OF BUILDING	0

TOTALS:	1	0
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TOTAL # OF BUILDING PERMITS / VALUE:	13	907,248
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CERTIFICATES OF OCCUPANCY

DATE ISSUED	ADDRESS	TYPE
2/09/2015	300 NORTH GREENWAY AVE. BOYCE, VA 22620	PERMANENT
2/17/2015	106 OLD CHAPEL AVENUE 22620	PERMANENT

TOTAL PERMIT & INSPECTION FEES COLLECTED:	6,956.50
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TOTAL OTHER REVENUE COLLECTED:	0.00
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STATE SURCHARGE COLLECTED: COLLECTED:	118.13
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TOTAL REVENUE COLLECTED:	7,074.63
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OTHER PERMITS ISSUED:

TYPE	RES	COMM	FEES	VALUE
ELECTRICAL PERMIT	17	5	1,065.00	1,500
GAS PERMIT	5	1	260.00	15,000
MECHANICAL PERMIT	6	0	120.00	8,000
PLUMBING PERMIT	3	1	135.00	0
TOTALS:	31	7	1,580.00	24,500

PROJECT CODE RECAP

PERMITS BY TYPE	# OF PERMITS	ESTIMATED VALUE
ADDITION COMMERCIAL	1	109,206
ADDITION/REMODEL SINGLE FAMILY	2	97,800
DECK/PORCH	1	7,200
DEMOLITION OF BUILDING	1	0
ELECTRIC PERMITS	22	1,500
GAS PERMITS	6	15,000
LAND DISTURBANCE PERMIT	1	50
MECHANICAL PERMITS	6	8,000
NEW RESIDENCE SINGLE FAMILY	1	344,217
PLUMBING PERMITS	4	0
REMODEL CHURCH	1	87,500
REMODEL COMMERCIAL	1	127,500
REMODEL-MINIMUM FEE (COMM)	1	78,000

PERMITS BY TYPE - CONTINUED	# OF PERMITS	ESTIMATED VALUE
REMODEL-MINIMUM FEE	1	2,000
REMODEL-MINIMUM FEE (RES)	2	53,775
TOTALS	51	931,748

PERMITS BY AREA		
DESCRIPTION	# OF PERMITS	ESTIMATED VALUE
GREENWAY DISTRICT	9	134,500
BATTLETOWN DISTRICT	6	86,400
LONGMARSH DISTRICT	7	38,600
BERRYVILLE DISTRICT	24	475,042
BOYCE DISTRICT	4	197,206
TOTALS	50	931,748

INSPECTIONS BY TYPE			
PERMIT TYPE	# OF INSPECTIONS	RES	COMM
BUILDING PERMIT	33	30	3
ELECTRICAL PERMIT	27	18	9
GAS PERMIT	7	7	0
MECHANICAL PERMIT	11	7	4
PLUMBING PERMIT	21	19	2
TOTALS	99	81	18

Building Dept. - Clarke County
New Single Family Dwellings 2015

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

INSPECTIONS COMPLETED FROM: 2/01/2015 to 2/28/2015

DATE INSP	PERMIT #/INSP #	ADDRESS	INSPECTOR	RESULTS	REINSPECTION?
2/02/2015	G-15-150039-002	EAST MAIN STREET, BERRYVILLE	JHR	A	N/A
2/02/2015	P-14-140320-003	BURWELL CT. BERRYVILLE, VA 501	JHR	A	N/A
2/02/2015	P-14-140320-004	BURWELL CT. BERRYVILLE, VA 501	JHR	A	N/A
2/02/2015	B-14-140454-002	GREEN MEADOW CT. BOYCE 305	JHR	A	N/A
2/02/2015	E-14-140454-001	GREEN MEADOW CT. BOYCE 305	JHR	A	N/A
2/02/2015	P-14-140454-001	GREEN MEADOW CT. BOYCE 305	JHR	A	N/A
2/02/2015	G-15-150039-003	EAST MAIN STREET, BERRYVILLE	JHR	A	N/A
2/02/2015	P-14-140318-001	BURWELL CT. BERRYVILLE, VA 508	JHR	A	N/A
2/02/2015	P-14-140318-002	BURWELL CT. BERRYVILLE, VA 508	JHR	A	N/A
2/02/2015	P-14-140489-001	BURWELL CRT., BERRYVILLE 513	JHR	A	N/A
2/02/2015	E-14-140370-002	TAYLOR ST. BERRYVILLE, VA 107	JHR	A	N/A
2/02/2015	E-14-140454-002	GREEN MEADOW CT. BOYCE 305	JHR	A	N/A
2/03/2015	E-14-140502-001	RUSSELL RD. BERRYVILLE 933	JHR	A	N/A
2/03/2015	B-14-140300-010	NORTH GREENWAY AVE. BOYCE, V	JHR	V	NO
2/03/2015	E-14-140300-003	NORTH GREENWAY AVE. BOYCE, V	JHR	A	N/A
2/03/2015	P-14-140300-002	NORTH GREENWAY AVE. BOYCE, V	JHR	A	N/A
2/03/2015	B-14-140476-003	SPRINGSBURY RD. BERRYVILLE	JHR	A	N/A
2/03/2015	E-14-140476-002	SPRINGSBURY RD. BERRYVILLE	JHR	A	N/A
2/03/2015	P-14-140489-002	BURWELL CRT., BERRYVILLE 513	JHR	A	N/A
2/03/2015	P-14-140489-003	BURWELL CRT., BERRYVILLE 513	JHR	A	N/A
2/03/2015	M-14-140300-002	NORTH GREENWAY AVE. BOYCE, V	JHR	A	N/A
2/04/2015	E-14-140498-001	W. SHARON DRIVE, BOYCE 4	JHR	A	N/A
2/05/2015	B-15-150045-001	BATTLETOWN DRIVE, BERRYVILLE	JHR	A	N/A
2/05/2015	E-14-140341-001	CASTLEMAN RD. BERRYVILLE	JHR	A	N/A
2/05/2015	B-14-140416-004	RED GATE RD., WHITE POST, VA	JHR	A	N/A
2/05/2015	B-14-140454-003	GREEN MEADOW CT. BOYCE 305	JHR	A	N/A
2/05/2015	E-14-140424-006	JACK ENDERS BLVD. BERRYVILLE	JHR	C	NO
2/06/2015	G-15-150019-001	VITA BELLA LANE, BLUEMONT 231	JHR	A	N/A
2/06/2015	B-14-140462-004	SHENANDOAH RIVER LANE, FRONT	JHR	A	N/A
2/06/2015	P-14-140462-002	SHENANDOAH RIVER LANE, FRONT	JHR	A	N/A
2/06/2015	E-14-140462-002	SHENANDOAH RIVER LANE, FRONT	JHR	A	N/A
2/06/2015	M-14-140462-001	SHENANDOAH RIVER LANE, FRONT	JHR	A	N/A
2/06/2015	B-14-140300-011	NORTH GREENWAY AVE. BOYCE, V	JHR	A	N/A
2/09/2015	P-15-150010-003	MCCLELLAN ST., BERRYVILLE 413	JHR	A	N/A
2/09/2015	B-14-140502-007	RUSSELL RD. BERRYVILLE 933	JHR	A	N/A
2/09/2015	E-14-140502-002	RUSSELL RD. BERRYVILLE 933	JHR	A	N/A
2/09/2015	M-14-140502-001	RUSSELL RD. BERRYVILLE 933	JHR	A	N/A
2/09/2015	P-14-140502-002	RUSSELL RD. BERRYVILLE 933	JHR	A	N/A
2/09/2015	B-14-140510-001	SOUTH GREENWAY AVE. BOYCE 27	JHR	A	N/A
2/09/2015	B-15-150011-001	MCCLELLAN ST., BERRYVILLE 413	JHR	A	N/A
2/10/2015	M-14-140505-002	JACK ENDERS BLVD., BERRYVILL	JHR	A	N/A
2/10/2015	G-15-150043-001	HENDERSON CT., BERRYVILLE, V	JHR	A	N/A
2/10/2015	B-14-140462-005	SHENANDOAH RIVER LANE, FRONT	JHR	V	NO
2/10/2015	M-14-140505-001	JACK ENDERS BLVD., BERRYVILL	JHR	A	N/A
2/10/2015	B-14-140404-002	EBENEZER RD. BLUEMONT 241	JHR	A	N/A
2/10/2015	E-14-070026-001	KEYSTONE LANE 15	JHR	A	N/A
2/10/2015	B-15-150046-001	W. MAIN STREET, BOYCE 7	JHR	A	N/A
2/10/2015	E-15-150046-001	W. MAIN STREET, BOYCE 7	JHR	A	N/A
2/10/2015	B-14-140416-005	RED GATE RD., WHITE POST, VA	JHR	A	N/A
2/11/2015	B-14-140462-007	SHENANDOAH RIVER LANE, FRONT	JHR	A	N/A
2/11/2015	B-15-150006-001	VIRGINIA AVE., BERRYVILLE 118	JHR	A	N/A
2/11/2015	E-15-150006-001	VIRGINIA AVE., BERRYVILLE 118	JHR	A	N/A

INSPECTIONS COMPLETED FROM: 2/01/2015 to 2/28/2015

DATE INSP	PERMIT #/INSP #	ADDRESS	INSPECTOR	RESULTS	REINSPECTION?
2/11/2015	P-15-150006-001	VIRGINIA AVE., BERRYVILLE 118	JHR	V	NO
2/11/2015	B-14-140502-008	RUSSELL RD. BERRYVILLE 933	JHR	V	NO
2/11/2015	B-15-150021-001	SALEM CHURCH RD. BOYCE 595	JHR	C	NO
2/12/2015	B-14-140502-010	RUSSELL RD. BERRYVILLE 933	JHR	A	N/A
2/12/2015	B-14-140535-001	MCGUIRE CIRCLE, BERRYVILLE,	JHR	A	N/A
2/12/2015	E-14-140523-002	CHURCH LANE, BOYCE 15	JHR	A	N/A
2/13/2015	P-15-150006-002	VIRGINIA AVE., BERRYVILLE 118	JHR	V	YES
2/13/2015	B-14-140539-002	CROWN STREET, BERRYVILLE 209	JHR	A	N/A
2/13/2015	E-14-140539-002	CROWN STREET, BERRYVILLE 209	JHR	A	N/A
2/13/2015	P-14-140539-002	CROWN STREET, BERRYVILLE 209	JHR	A	N/A
2/13/2015	B-15-150046-002	W. MAIN STREET, BOYCE 7	JHR	V	NO
2/13/2015	E-15-150046-002	W. MAIN STREET, BOYCE 7	JHR	A	N/A
2/13/2015	G-15-150029-003	BERRY'S FERRY RD., WHITE POS	JHR	A	N/A
2/13/2015	B-14-140183-011	OLD CHAPEL AVENUE 106	JHR	A	N/A
2/16/2015	B-14-140183-009	OLD CHAPEL AVENUE 106	JHR	C	NO
2/16/2015	P-14-140183-003	OLD CHAPEL AVENUE 106	JHR	A	N/A
2/16/2015	M-14-140183-002	OLD CHAPEL AVENUE 106	JHR	A	N/A
2/16/2015	E-14-140277-001	CHURCH LANE 15	JHR	A	N/A
2/17/2015	B-15-150062-001	BATTLETOWN DRIVE, BERRYVILLE	JHR	A	N/A
2/17/2015	P-14-140535-001	MCGUIRE CIRCLE, BERRYVILLE,	JHR	A	N/A
2/17/2015	P-14-140535-002	MCGUIRE CIRCLE, BERRYVILLE,	JHR	A	N/A
2/17/2015	E-14-140393-003	OLD CHAPEL AVE., BOYCE 106	JHR	A	N/A
2/17/2015	B-14-140183-012	OLD CHAPEL AVENUE 106	JHR	A	N/A
2/18/2015	E-14-140424-007	JACK ENDERS BLVD. BERRYVILLE	JHR	A	N/A
2/19/2015	P-14-140221-004	JACK ENDERS BOULEVARD 532	JHR	A	N/A
2/19/2015	M-14-140221-004	JACK ENDERS BOULEVARD 532	JHR	A	N/A
2/19/2015	P-15-150006-003	VIRGINIA AVE., BERRYVILLE 118	JHR	A	N/A
2/19/2015	B-15-150006-002	VIRGINIA AVE., BERRYVILLE 118	JHR	A	N/A
2/20/2015	E-15-150072-001	BURCH LANE, BOYCE 589	JHR	A	N/A
2/23/2015	E-15-150057-001	W. MAIN STREET, BERRYVILLE 123	JHR	A	N/A
2/23/2015	E-15-150076-001	FIRST STREET, BERRYVILLE 216	JHR	A	N/A
2/24/2015	E-14-140507-002	WICKLIFT FARM LANE, BERRYVIL	JHR	A	N/A
2/24/2015	E-15-150079-001	MCGUIRE CIRCLE, BERRYVILLE 701	JHR	A	N/A
2/24/2015	B-14-140462-009	SHENANDOAH RIVER LANE, FRONT	JHR	A	N/A
2/25/2015	B-15-150077-001	COUNTRY CLUB LANE, MILLWOOD	JHR	A	N/A
2/25/2015	B-14-140530-004	QUEENSHIP LANE, BERRYVILLE,	JHR	A	N/A
2/25/2015	G-15-150084-001	SPRINGSBURY RD. BERRYVILLE	JHR	A	N/A
2/25/2015	G-15-150084-002	SPRINGSBURY RD. BERRYVILLE	JHR	A	N/A
2/26/2015	M-14-140431-001	JACK ENDERS BLVD. BERRYVILLE	JHR	A	N/A
2/26/2015	B-14-140365-007	SALEM CHURCH RD. BOYCE, VA	JHR	A	N/A
2/27/2015	B-14-140499-006	BURWELL CT. BERRYVILLE 514	JHR	A	N/A
2/27/2015	M-14-140499-001	BURWELL CT. BERRYVILLE 514	JHR	A	N/A
2/27/2015	P-14-140499-003	BURWELL CT. BERRYVILLE 514	JHR	A	N/A
2/27/2015	E-14-140499-001	BURWELL CT. BERRYVILLE 514	JHR	A	N/A
2/27/2015	E-14-140499-002	BURWELL CT. BERRYVILLE 514	JHR	A	N/A
2/27/2015	M-14-140499-002	BURWELL CT. BERRYVILLE 514	JHR	A	N/A
2/27/2015	M-14-140499-003	BURWELL CT. BERRYVILLE 514	JHR	A	N/A

TOTAL # of INSPECTIONS: 99

APPROVED: 90 FAILED: 6 CONDITIONAL: 3

County of Clarke

INSPECTIONS COMPLETED FROM: 2/01/2015 to 2/28/2015

INSPECTION TYPE: SUMMARY BY TYPE

Description	# of Insp
FINAL CLOSING INSPECTION	33
BACKFILL	1
FOOTINGS	2
FRAMING	8
INSULATION	6
GAS LINE (GAS)	3
GAS TANK (GAS)	1
ROUGH WIRING (ELEC)	6
GROUNDWORKS (PLBG)	2
ROUGH IN (PLBG)	7
ROUGH IN (MECH)	4
FOOTING (PORCH/DECK)	1
FRAMING (PORCH/DECK)	1
SLAB (PORCH/DECK)	1
SEWER LINE (PLBG)	4
WATER LINE (PLBG)	4
CEILING GRID	2
GAS LINE PRESSURE TEST	2
ELECTRIC SERVICE	6
FOOTING (RETAINING WALL)	1
FIRE SUPPRESSION SYSTEM	1
Demolition old structure	1
MEETING WITH INSPECTOR	2
TOTALS	99

2014 ANNUAL REPORT – DEPARTMENT OF PLANNING

1. Introduction

The Department of Planning provides professional planning, code enforcement, project management, and technical services to support Clarke County's planning and land use objectives. Staffing consists of four full-time employees (Director, Zoning Administrator, Natural Resources Planner, and Administrative Assistant). The Department previously had a full-time code enforcement officer but that position was eliminated in conjunction with the FY2012 budget. The total appropriated budget for the Department (FY2014-2015) is \$556,192.

Department Functions and Responsibilities:

- Ordinance enforcement (Zoning, Subdivision, and various County Code provisions such as the Septic and Well Ordinance)
- Provide day to day customer service to citizens, appointed and elected officials, developers, and other stakeholders
- Process, present, and make recommendations on zoning map amendments (rezonings) and special use permits
- Draft, present, and make recommendations on text amendments to the Zoning, Subdivision, and other County ordinances
- Long-range planning activities including management of the County's Comprehensive Plan and implementing component plans
- Natural resource planning activities including water resource protection and water quality improvement projects
- Manage continuing activities to support the Spout Run TMDL implementation plan
- Manage the County's conservation easement program
- Maintain the County's database of dwelling unit rights (DURs)
- Manage the County's historic preservation program
- Coordinate County economic development activities
- Oversee the County's energy management program
- Oversee the County's biosolids monitoring program
- Conduct commercial site plan reviews
- Review and process subdivision plats and boundary line adjustments
- Administer stormwater and erosion and sediment control plans review/approval in conjunction with the Building Department
- Zoning review of all County building permits
- Zoning review of all County business licenses
- Apply for and manage grants to support County projects
- Provide planning and zoning technical assistance to the Town of Boyce
- Staff support to numerous boards and committees including:
 - Planning Commission
 - Berryville Area Development Authority
 - Conservation Easement Authority
 - Historic Preservation Commission
 - Board of Zoning Appeals
 - Board of Septic and Well Appeals

- Industrial Development Authority
- Economic Development Advisory Committee
- Litter Committee
- Provide support to the County’s geographic information system (GIS) program and staff.
- Represent the County on various regional committees through the Northern Shenandoah Valley Regional Commission (NSVRC)
- Coordinate/manage projects community development projects and other special projects as assigned by the County Administrator or Board of Supervisors
- Administrative functions including managing the Department website and developing/presenting the Department’s annual report to the Board of Supervisors

Departmental Goals

1. Deliver professional-level technical guidance in the following subject areas:
 - a. Land use planning
 - b. Zoning and subdivision ordinance development and application
 - c. Environmental and natural resource planning
 - d. Land conservation
 - e. Historic preservation
 - f. Energy management
 - g. Economic development
 - h. Transportation
 - i. State legislative items
 - j. Capital outlay planning
2. Conduct effective enforcement of County ordinances
3. Provide quality customer service across numerous platforms
4. Maximize finite County resources

2. Summary of Activities

2014 was a major year for long-range planning as the Department of Planning facilitated the adoption of the revised County Comprehensive Plan and Transportation Component Plan which were adopted by the Board of Supervisors in March 2014. Efforts towards implementing the recommendations of the new Comprehensive Plan included the adoption of the County’s first Economic Development Strategic Plan (October 2014), work on the County’s first Recreation Component Plan, and a pilot project to aid in the development of an annual Capital Improvement Plan process. Town and County Planning Staffs also continued work on the update of the Berryville Area Plan, and also collaborated with the Northern Shenandoah Valley Regional Commission (NSVRC) and Virginia Department of Transportation (VDOT) on a Joint Town-County Bicycle and Pedestrian Plan that was accepted by the Town and County governing bodies in Fall 2014. Detailed descriptions of these and other projects undertaken by the Department, along with a summary of the land use requests processed by the Department in 2014, are included below.

A. Zoning Map Amendments

No new rezoning applications were filed for review in 2014.

B. Special Use Permits

One new SUP request was filed in 2014:

- SUP-14-01 / SP-14-01, New Cingular Wireless (Warfield) requests approval of a Special Use and Site Plan for installing a 90' tall telecommunications monopole (includes whip antennas) with 3 arrays containing a total of 12 antennas and associated equipment within a 2500 sq. ft. fenced compound. The property is identified as Tax Map 9-5-6, located in the 2900 block of Allen Road in the Russell Election District and is zoned Agricultural Open-Space Conservation (AOC). This request was withdrawn by the Applicant on January 14, 2015

One SUP request that was filed in 2013 was reviewed and acted on in 2014:

- SUP-13-02, Gina Schaecher (Happy Tails Development, LLC). Request approval of a Special Use Permit (SUP) and Site Plan to construct a commercial boarding kennel and animal shelter per §3-A-1-a-3(u) of the Zoning Ordinance. The property is located at the 300 block of Bellevue Lane, Tax Map #20-2-9, in the White Post Election District, and is zoned Agricultural-Open Space-Conservation (AOC). The Board of Supervisors voted to deny the request on April 15, 2014.

C. Text Amendments

Five text amendments were processed by the Department in 2014 – four involved changes to the Zoning Ordinance and one involved changes to both the Zoning and Subdivision Ordinances:

- TA-14-01, Proposed text amendment to amend §5-C, Revocation, of the Clarke County Zoning Ordinance. This section provides for the procedure and grounds for revocation of a special use permit (SUP). The purpose of the text amendment is to require a SUP to be presented to the Board of Supervisors for revocation upon issuance of a third Notice of Violation by the zoning administrator for violations of any one or more SUP conditions. The text amendment would also add a new subsection 4 allowing revocation in the case of violations of other provisions of the Zoning Ordinance not addressed by the SUP conditions, the Code of Clarke County, or State and Federal law related to the activities of the special use. The amendment was adopted by the Board of Supervisors on March 18, 2014.
- TA-14-02, Proposed text amendment to amend §2-B, Definitions; §3-A-2, Administration by Planning Commission; §4, Procedure for Subdivision Approval; and §10, Special Regulations of the Subdivision Ordinance. The purpose of the amendment is to define a division of land into two or more parcels with each parcel being a minimum of 100 acres as an “administrative land division.” The amendment would establish additional regulations for review of such divisions including compliance with private access easement and utility installation requirements, and would require compliance with water and sewage disposal requirements for parcels forty (40) acres or larger that are

reduced below forty (40) acres via boundary line adjustment. The amendment would also create a definition for the term “residual lot” and would require Planning Commission review for merger, boundary line adjustment, or administrative land division of a residual lot that was the subject of an administrative land division within the previous two (2) years. The amendment was adopted by the Board of Supervisors on October 21, 2014.

- TA-14-03, A proposed text amendment to amend Article 5 (Special Use Permits), Article 6 (Site Development Plans), and Article 8 (Amendments) of the Zoning Ordinance and to amend Article 4 (Procedure for Subdivision Approval) of the Subdivision Ordinance. The purpose of the amendments is to create new and clarify existing procedures regarding the filing of applications for special use permits, zoning map amendments (rezonings), site plan reviews, and subdivision plat reviews. The proposed amendments would establish uniform provisions regarding mandatory pre-application meetings, determination of application completeness, and new deadlines for applicant submission of documentation prior to public hearings among other changes. The amendment was adopted by the Board of Supervisors on November 18, 2014.
- TA-14-04, Proposed text amendment to amend §3-A-1-a-3 (Special Uses and Structures), §3-A-2-a-3 (Special Uses and Structures), §3-A-12 (Special Uses and Structures), and §9-B-12 (Definitions) of the Zoning Ordinance. The purpose of the amendment is to remove Commercial Boarding Kennels and Animal Shelters as special uses in the Agricultural-Open Space-Conservation (AOC), Forestal-Open Space-Conservation (FOC), and Neighborhood Commercial (CN) Districts. The amendment would also delete the current use and definition of “animal shelter” and create a new use and definition for “animal shelter/governmental” that is limited to a facility owned and/or operated by the Clarke County government. “Animal shelter/governmental” would be added to the list of special uses in the AOC and FOC Districts. The amendment was adopted by the Board of Supervisors on October 21, 2014.
- TA-14-05, Proposed technical amendments to the Zoning Ordinance:

Amend §2-B-1-c to change the location of the Official Zoning Map from the Office of the Clerk of the Circuit Court to the Department of Planning. The purpose is to note the correct physical location of the Official Zoning Map.

Amend §3-A-10-a-3, Special Uses and Structures (Business Park District), to add two new special uses – “Recreation, Commercial Indoor (NAICS Code 71394)” and “Petroleum Bulk Stations and Terminals (NAICS Code 424710).” The purpose is to reflect the recent inclusion of these two uses in the Town of Berryville Zoning Ordinance. The amendment was adopted by the Board of Supervisors on January 20, 2015.

D. Site Plans

Three site plans reviewed in 2014. Two plans were reviewed administratively by Staff and one new site plan was reviewed by the Planning Commission.

- SP-14-02, T-Mobile (Richard & Mary Dimmel, property owners) request administrative approval of a Site Plan amendment to co-locate antenna to the existing telecommunications site on the property identified as Tax Map #29-A-18A located at 4 Rose Airy Lane, White Post Electoral District, zoned Agricultural Open-Space Conservation (AOC). This site plan was administratively approved on September 30, 2014.
- SP-14-03, T-Mobile (Stuart M. Perry, Inc., property owner) request administrative approval of a Site Plan amendment to co-locate antenna to the existing telecommunications site on the property identified as Tax Map #24-A-58 located at 854 Quarry Road, Buckmarsh Election District, zoned Agricultural Open-Space Conservation (AOC). This site plan was administratively approved on September 14, 2014.
- SP-14-04, New Cingular Wireless (aka AT&T Mobility) request approval of a Special Use and Site Plan for installing a 90' tall telecommunications monopole with 12 antennas and associated equipment in a 2500 sq. ft. fenced compound. The property is identified as Tax Map 9-5-6, located in the 2900 block of Allen Road in the Russell Election District and is zoned Agricultural Open-Space Conservation (AOC). This site plan was withdrawn on January 14, 2015.

One site plan that was filed in 2013 was reviewed and acted on in 2014:

- SP-13-08, Gina Schaecher (Happy Tails Development, LLC). Request approval of a Special Use Permit (SUP) and Site Plan to construct a commercial boarding kennel and animal shelter per §3-A-1-a-3(u) of the Zoning Ordinance. The property is located at the 300 block of Bellevue Lane, Tax Map #20-2-9, in the White Post Election District, and is zoned Agricultural-Open Space-Conservation (AOC). The Board of Supervisors voted to deny the request on April 15, 2014.

E. Subdivisions

1. Major Subdivisions. There was one major subdivision request filed for review in 2014.

- S-4-01, Thomas & Kristen Halsey
Approval of a three lot Major Subdivision and Maximum Lot Size Exception for the property identified as Tax Map #12-A-5, located at 5679 Senseny Road in the White Post Election District zoned Agricultural Open-Space Conservation (AOC). This Major Subdivision was approved by the Planning Commission on June 6, 2014.

2. Minor Subdivisions. There were five minor subdivisions filed in 2014 with two having maximum lot size exceptions.

- MS-14-01, Mark Binda (Allen Nicholls, Agent) requests approval of a two lot Minor Subdivision for the property identified as Tax Map #37A1-3-31, located at 283 Shenandoah River Lane in the White Post Election District zoned Forestal Open-Space Conservation. The subject property contains two dwellings. The minimum lot size in FOC is 3 acres in area. This Minor Subdivision was approved by the Planning Commission on April 4, 2014.
- MS-14-02, Moore & Dorsey (Tupper Dorsey, Agent) requests approval of a two lot Minor Subdivision and a Maximum Lot Size Exception for the property identified as Tax Map #16-A-16, located at 364 Dorsey Orchard Lane in the Buckmarsh Election District zoned Agricultural Open-Space Conservation. This Minor Subdivision was approved by the Planning Commission on May 2, 2014.
- MS-14-03, Jason Burns requests approval of a two lot Minor Subdivision for the property identified as Tax Map #26-A-104, located in the 100 block of Ebenezer Road in the Millwood Election District zoned Forestal Open-Space Conservation (FOC). This Minor subdivision was approved by the Planning Commission on May 2, 2014.
- MS-14-04, Thomas A. & Andrea Kelleher, Jr., request approval of a two lot Minor Subdivision for the property identified as Tax Map #26- A-107, located at 549 Ebenezer Road in the Millwood Election District zoned Forestal Open-Space Conservation (FOC). This Minor Subdivision was approved by the Planning Commission on May 2, 2014.
- MS-14-05, Calvin E. & Anna M. Singhas request approval of a two lot Minor Subdivision and Maximum Lot Size Exception for the property identified as Tax Map #14-A-59, located at 165 Lindey Lane in the Millwood Election District zoned Agricultural Open-Space Conservation (AOC). This Minor subdivision was approved on January 9, 2015.

F. Board of Zoning Appeals

Two requests for variances to the Clarke County Zoning Ordinance were filed in 2014.

- BZA-14-01, Paul Garrison requests a 38-foot side yard setback variance for a proposed garage of the property identified as Tax Map Parcel 38-A-31, located at 7178 Howellsville Road, zoned Forestal-Open-Space Conservation (FOC), White Post Election District. This setback variance was approved by the Board of Zoning Appeals on May 1, 2014.
- BZA-14-02, Jeff Grubb and Kerry Newcombe request a 20 foot front yard variance for a proposed garage on the property identified as Tax Map Parcel 24-1-1, located at 105 Grigby Lane, zoned Agricultural Open-Space Conservation

(AOC), Buckmarsh Election District. This front yard variance was approved by the Board of Zoning Appeals on September 18, 2014.

G. Board of Septic Appeals

Two requests for variances to the Clarke County Septic Ordinance were reviewed in 2014.

- BSA-14-01, Angela Setter requests a variance from the Clarke County Well Ordinance for the parcel identified as Clarke county Tax Map 17A2-20-10 located at 225 Maple Lane, Buckmarsh election District, zoned Rural Residential (RR). This variance was approved by the Board of Septic Appeals on July 30, 2014.
- BSA-14-02, Sara Crouch requests a variance from the Clarke County Septic Ordinance for the parcel identified as Clarke County Tax Map 17A2-21-2F-8 located at 167 Poplar Lane, Buckmarsh election District, zoned Rural Residential (RR). This variance was approved by the Board of Septic Appeals on August 15, 2014.

H. Town of Boyce Activities

In 2014, Department Staff provided technical assistance to the Town of Boyce in the review of two site plan amendments, one major subdivision, and one text amendment.

- SP-14-01B, Verizon Wireless (Clarke County Sanitary Authority, property owner) requests administrative approval of a Site Plan amendment to install new wireless antennas to the existing telecommunications facility (Boyce Water Tower) identified as Tax Map 21A1-A-13, located at 15 Church Lane in the Town of Boyce, zoned Business (B). This Site Plan was administratively approved by on June 23, 2014.
- SP-14-02B, John and Elizabeth Locke request administrative approval of a Site Plan amendment for relocating an existing building and adding an addition to the existing house located at 11 East Main Street, in the Town of Boyce identified as Tax Map #21A1-A-64A, zoned Business (B). This Site Plan was administratively approved on June 23, 2014.
- S-14-01B, William Dean requests approval for a twenty-lot Major Subdivision for Tax Map Parcels 21A1-A-3 and 21A1-A-4, located at 121 and 125 West Main Street, Town of Boyce and White Post Election Districts, zoned Residential (R). This Major Subdivision was approved by the Boyce Planning Commission on August 25, 2014.
- BTA-14-01, The Boyce Town Council will consider an ordinance to amend Section 3-A-1-b of the Town of Boyce Zoning Ordinance so as to increase the minimum lot size from 7,500 square feet to 10,000 square feet; and to amend Section 3-A-1-G of the Zoning Ordinance so as to raise the height limits to a maximum of 30 feet for all dwellings. This Text Amendment was adopted by the Boyce Town Council on November 24, 2014.

I. Other Administrative Reviews

Planning Department Staff reviewed and approved 14 boundary line adjustments and one administrative subdivision (divisions consisting of lots 100 acres or larger) in 2014.

J. Special Projects

Several special projects were undertaken by the Department during the year:

- 2013 Comprehensive Plan and Transportation Plan update. Planning Staff completed facilitation of the public hearing process leading to the adoption of the revised Comprehensive Plan and Transportation Component Plan by the Board of Supervisors on March 18, 2014. The Planning Commission previously conducted their public hearing and recommended adoption of the Plans on October 17, 2013.
- Economic Development Strategic Plan. Planning Staff concluded work that began in 2013 with consultant Herd Planning and Design to develop the County's first Economic Development Strategic Plan. The Strategic Plan Subcommittee, composed of members from the Planning Commission and Economic Development Advisory Committee, met six times in 2014 and recommended adoption of a draft Plan to the Commission on May 13. The Commission recommended adoption of the Plan following their public hearing on July 11. The Board of Supervisors held their public hearing and formally adopted the Plan on October 21, 2014.
- Recreation Component Plan. To further the Comprehensive Plan's objectives regarding Outdoor Resources, the Planning Commission began work on developing the County's first Recreation Component Plan. The effort was managed in-house by Planning Staff and developed through the efforts of a subcommittee appointed by the Commission composed of representatives from the Commission and the Parks & Recreation Advisory Board along with citizens with interest or expertise in recreation resources. The County's Parks & Recreation Director and the Berryville Assistant Town Manager also participated in the Plan development process. Seven subcommittee meetings were held beginning in May, and a final draft Plan was being refined at their last meeting in November. The project is ongoing into 2015.
- Joint Town of Berryville/Clarke County Bicycle and Pedestrian Plan. Also to further the objectives of the revised Comprehensive Plan, Planning Staff worked collaboratively in 2014 with Town of Berryville, Virginia Department of Transportation, and Northern Shenandoah Valley Regional Commission (NSVRC) staffs to develop the first Joint Town-County Bicycle and Pedestrian Plan. The Plan attempts to balance need for promoting the benefits of bicycling -- including economic development benefits -- with encouraging safety, linking bicycling networks and resources, and identifying improvements and funding sources to benefit both bicycling and pedestrian resources. Planning Staff participated in five project meetings in 2014 including a public comment session in May. The Plan was ultimately accepted by the Board of Supervisors on September 8, 2014.

- Berryville Area Plan update. Town and County planning staffs continued to assist the Berryville Area Development Authority (BADA) with the rewriting of the Berryville Area Plan – a project that began in 2012. The rewrite project consists of editing, updating, and consolidating the current Plan into four chapters:
 - Chapter I – Introduction (containing background information, updated demographics, and new sections on the Town-County annexation agreements)
 - Chapter II – Plan Sub-Areas (includes updated descriptions and residential/commercial yield numbers for the designated Sub-Areas)
 - Chapter III – New chapter with clear statement of the Plan’s goals, objectives, and strategies (preliminary approval by BADA in June 2013)
 - Chapter IV – Plan Implementation (plan conclusion containing implementation strategies and potential future growth areas)

The BADA voted for preliminary approval of Chapter I in September 2014. The BADA’s remaining work on the Plan in 2014 involved updating and consolidating the Sub-Area descriptions and identifying potential future growth areas. The project is ongoing into 2015.

- Capital Improvement Plan (CIP) Pilot Program. This project was initiated by Staff in conjunction with the Planning Commission to implement the revised Comprehensive Plan recommendation to develop an annual CIP process where projects are evaluated for conformance with the Comp Plan (Objective 11, Policies 1 and 2), needs assessments, master plans, levels of service/performance triggers, or other accepted criteria. The goal of the Pilot Program is to develop this approach and to involve the Planning Commission in evaluating the scope and function of the project. The Program is intended to run concurrently with the FY15-16 budget process with the goal of implementing the process into the FY16-17 budget process. The project is ongoing into 2015.
- Implementation of Fire and EMS Workgroup recommendations. Planning Staff continued to provide the Board of Supervisors with staff support on fire and emergency medical services (EMS) issues – specifically regarding implementation of the Fire & EMS Workgroup’s priority items that were identified in their final January 2014 report. Implementation items included developing a job description and solicitation for the new Director of Fire and EMS position; developing County Code text amendments to establish a new Fire, EMS, and Emergency Management Department as well as a county-wide fee for service program; and aiding in the creation of a new Fire & EMS Commission.
- Josephine Street Community Development Block Grant (CDBG) program. Planning Staff also represented the County as a stakeholder on the Management Team of a project to develop solutions to identified housing and infrastructure needs in the Josephine Street Community. This project is funded through the CDBG program with technical assistance provided by the Northern Shenandoah Valley Regional Commission (NSVRC) and the Town of Berryville serving as fiscal agent. Nine project meetings were held in 2014

including a January 23 visioning session and a walking tour of the community on August 7. The project is ongoing into 2015.

- Stormwater Regulations Compliance Project. Staff continued work in early 2014 to achieve compliance with the 2012 state mandate that all localities adopt a compliant Virginia Stormwater Management Program (VSMP) by July 2014. This mandate included submission of a compliant program and adoption of a revised stormwater ordinance that met criteria established by the Virginia Department of Environmental Quality. However, action taken during the 2014 General Assembly session eliminated this mandate and made adoption of a locally-administered VSMP optional. Following review by the Board of Supervisors on May 12, Planning Staff informed DEQ that Clarke County would not exercise the option to locally administer the VSMP, leaving this responsibility to DEQ. Staff will continue to evaluate the benefits of accepting this option in the future.
- Easement Inspections program. Department Staff temporarily expanded by two part-time positions in the Summer of 2014 as interns were enlisted to perform compliance inspections on all properties containing easements held by the Clarke County Easement Authority. The interns were paid through the Authority’s stewardship fund and they successfully completed onsite inspections and reports on approximately 80 properties. The Department expects this to be a reoccurring program and will maintain a database of inspection results annually.

3. Building Permits

A. Residential Permits.

Residential construction increased in 2014 from previous year with a total of 46 permits for new dwelling units issued. A total of 27 permits were issued for parcels located outside of the towns, 16 permits were issued in the Town of Berryville, and 3 permits were issued in Boyce. The 46 permits issued were the highest annual total since 2007 when 57 permits were issued.

Residential Building Permits Issued, 2000-2014

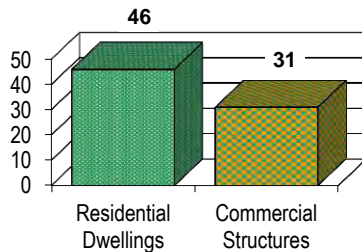
	County	Berryville	Boyce	TOTAL		County	Berryville	Boyce	TOTAL
2014	27	16	3	46	2004	81	45	4	130
2013	21	6	1	28	2003	72	53	2	127
2012	16	4	0	20	2002	78	49	2	129
2011	16	1	0	17	2001	86	50	2	138
2010	10	4	9	23	2000	68	33	0	101
2009	11	1	12	24					
2008	20	0	23	43					
2007	39	6	12	57					
2006	41	25	14	80					
2005	65	141	15	221					

B. Total Permits -- Valuation

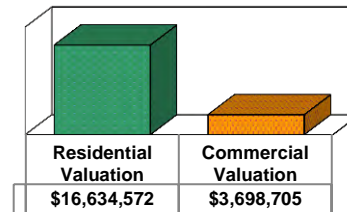
Building permit valuation, all use types for permits issued in 2014

Permits	Number of Structures/ Permits	Valuation
Residential Structures	46	\$ 16,634,572
Commercial/Institutional Structures	31	\$ 3,698,705
Miscellaneous Permits Issued ¹	710	\$ 5,041,836
Total		\$ 25,375,113

NUMBER ISSUED



VALUATION



BUILDING PERMITS

Residential, Commercial, Institutional and Miscellaneous Structures

Year	Res/Com/ Institutional Structures	Valuation	Miscellaneous Permits	Valuation
2014	77	\$20,333,277	710	\$ 5,041,836
2013	40	\$13,861,000	729	\$ 3,387,600
2012	26	\$ 7,111,000	739	\$ 6,604,350
2011	17	\$ 5,769,000	733	\$ 6,612,624
2010	24	\$28,726,000 ²	761	\$ 8,604,700
2009	27	\$ 7,277,000	837	\$ 6,059,200
2008	48	\$12,912,975	1144	\$ 8,326,400
2007	60	\$15,191,130	1384	\$10,529,175
2006	91	\$14,425,000	1652	\$10,813,187
2005	224	\$47,305,833	2541	\$55,290,268
2004	132	\$23,423,005	2031	\$30,588,005
2003	133	\$24,642,470	1840	\$34,050,768
2002	135	\$30,716,883	1955	\$38,470,828
2001	145	\$24,534,731	1732	\$31,735,432
2000	103	\$16,161,845	1862	\$22,859,869

¹ Miscellaneous permits include all other building permits issued excluding residential dwellings and commercial buildings

² Includes \$22,318,000 for new high school (2010)

4. Subdivisions

The following statistics describe the subdivisions approved by the Planning Commission in 2014 for the unincorporated areas of the County, with the previous years for which records were compiled. Figures in Town Residential column include land in the Berryville Town Limits and Annexation Area, as well as the Town of Boyce through 2001.

Year	Lots/Acres	County Total	Berryville Total	Boyce Total
2000	Lots	25	5	
	Acres	2125	72	
2001	Lots	72	3	6
	Acres	535	0	1
2002	Lots	40	100	3
	Acres	281	81	1
2003	Lots	34	70	43
	Acres	412	54	21
2004	Lots	30	71	5
	Acres	325	72	2
2005	Lots	31	99	71
	Acres	370	60	15
2006	Lots	36	10	1
	Acres	799	32	<1
2007	Lots	25	1	2
	Acres	179	2	2
2008	Lots	25	0	0
	Acres	708	0	0
2009	Lots	6	0	1
	Acres	2	0	<1
2010	Lots	5	0	0
	Acres	191	0	0
2011	Lots	8	0	0
	Acres	98	0	0
2012	Lots	6	0	0
	Acres	67	0	0
2013	Lots	4	0	0
	Acres	144	0	0
2014	Lots	13	0	20
	Acres	252	0	6

DWELLING UNIT RIGHTS

Dwelling Unit Rights (DURs) Used and Remaining by Magisterial District

Magisterial District	DURs Allocated	DURs Remaining	% Remaining
Greenway	1,590	1,102	69.3
Chapel	2,011	1,356	67.4
Battletown	1,496	792	52.9
Longmarsh	1,566	719	45.9
TOTAL	6,663	3,969	59.6

5. Conservation Easements

Conservation Easements Added/Dwelling Units Retired, 1974-2014

	VOF, OTHERS (acres)	COUNTY (acres)	DURs RETIRED
1974	72	0	n/a
1975	4	0	n/a
1976	195	0	n/a
1977	119	0	n/a
1978	667	0	n/a
1979	1,037	0	n/a
1980	166	0	n/a
1981	0	0	n/a
1982	100	0	n/a
1983	0	0	n/a
1984	0	0	n/a
1985	0	0	n/a
1986	0	0	n/a
1987	0	0	n/a
1988	807	0	n/a
1989	1,540	0	n/a
1990	2,503	0	n/a
1991	846	0	n/a
1992	64	0	n/a

1993	328	0	n/a
1994	2	0	n/a
1995	95	0	n/a
1996	42	0	n/a

	VOF, OTHERS (acres)	COUNTY (acres)	DURs RETIRED
1997	336	0	n/a
1998	485	0	n/a
1999	951	0	n/a
2000	1,453	0	n/a
2001	764	0	n/a
2002	1,180	0	n/a
2003	133	145	3
2004	957	35	1
2005	943	314	5
2006	425	579	18
2007	285	1,261	45
2008	0	250	12
2009	230	484	13
2010	0	473	21
2011	210	582	18
2012	0	709	26
2013	1,120	612	15
2014	65	404	15

SUBTOTAL	18,124	5,779	
TOTAL		23,903	205

Conservation Easement Purchase Summary, 2003-2014

Clarke County Conservation Easement Authority Easement Purchase Summary							
YEAR	DUR'S TERMINATED	APPRAISED VALUE	DUR PURCHASE VALUE	OWNER SHARE	COUNTY SHARE	GRANT SHARE	GRANT SOURCE
2003	3	\$251,000	\$0	\$26,000	\$225,000	\$0	
2003	0	\$0	\$0	\$0	\$0	\$0	
2005	2	\$198,100	\$0	\$123,100	\$75,000	\$0	
2005	2	\$200,000	\$0	\$125,000	\$50,000	\$25,000	SRDC
2006	3	\$578,400	\$0	\$445,133	\$133,267	\$0	
2006	3	\$736,950	\$0	\$166,575	\$114,075	\$228,150	VOF
2007	5	\$1,126,813	\$0	\$162,125	\$8,062	\$478,313	VLFC, VDACS, FRPP
2008	3	\$346,551	\$0	\$86,638	\$86,638	\$173,275	FRPP
2008	2	\$180,000	\$0	\$53,100	\$42,300	\$84,600	FRPP
2008	5	\$716,500	\$0	\$179,125	\$27,750	\$509,625	VLFC, VDACS, FRPP
2008	1	\$131,500	\$0	\$32,875	\$16,437	\$82,188	VDACS, FRPP
2010	1	\$0	\$25,000	\$0	\$12,500	\$12,500	VDACS
2010	2	\$0	\$80,000	\$0	\$40,000	\$40,000	VDACS
2010	1	\$0	\$28,000	\$0	\$14,000	\$14,000	VDACS
2010	6	\$0	\$240,000	\$0	\$120,000	\$120,000	VDACS
2010	5	\$0	\$140,000	\$0	\$70,000	\$70,000	VDACS
2010	2	\$0	\$80,000	\$0	\$40,000	\$40,000	VDACS
2010	2	\$0	\$60,800	\$0	\$30,400	\$30,400	VDACS
2010	1	\$0	\$30,400	\$0	\$15,200	\$15,200	VDACS
2011	2	\$240,500	\$0	\$60,125	\$30,063	\$150,312	VDACS, FRPP
2011	1	\$0	\$13,000	\$0	\$6,500	\$6,500	VDACS
2011	2	\$0	\$25,000	\$0	\$25,000	\$0	
2011	2	\$0	\$80,000	\$0	\$40,000	\$40,000	VDACS
2012	2	\$0	\$80,000	\$0	\$40,000	\$40,000	VDACS
2012	4	\$345,500	\$0	\$86,375	\$20,000	\$239,125	PEC, VDACS, FRPP
2013	4	\$30,300	\$0	\$125,000	\$27,500	\$347,500	PEC, VLFC, VDACS, FRPP
2013	4	\$542,500	\$0	\$135,625	\$32,813	\$374,062	PEC, VLFC, VDACS, FRPP
2013	3	\$255,000	\$0	\$63,750	\$3,125	\$188,125	PEC, VLFC, VDACS, FRPP
2013	4	\$560,000	\$0	\$140,000	\$97,500	\$322,500	PEC, VLFC, VDACS
2014	3	\$0	\$69,600	\$0	\$34,800	\$34,800	VDACS
2014	2	\$173,500	\$0	\$43,375	\$2,718	\$128,468	PEC, VLFC, VDACS, FRPP
2014	3	\$194,500	\$0	\$48,625	\$687	\$145,187	VLFC, VDACS, FRPP
2014	1	\$0	\$0	\$0	\$20,000	\$20,000	VDACS
2014	2	\$0	\$60,000	\$0	\$30,000	\$30,000	VDACS
			Total	\$2,102,546	\$1,531,335	\$3,989,830	
			% of Total	27.6	20.1	52.3	

* Represents County funds used to purchase conservation easements; program began in 2003

Grant Sources

VDACS = Virginia Department of Agriculture and Consumer Services (State)

VLFC = Virginia Land Conservation Fund (State)

FRPP = Farm & Ranchland Protection Program (Federal)

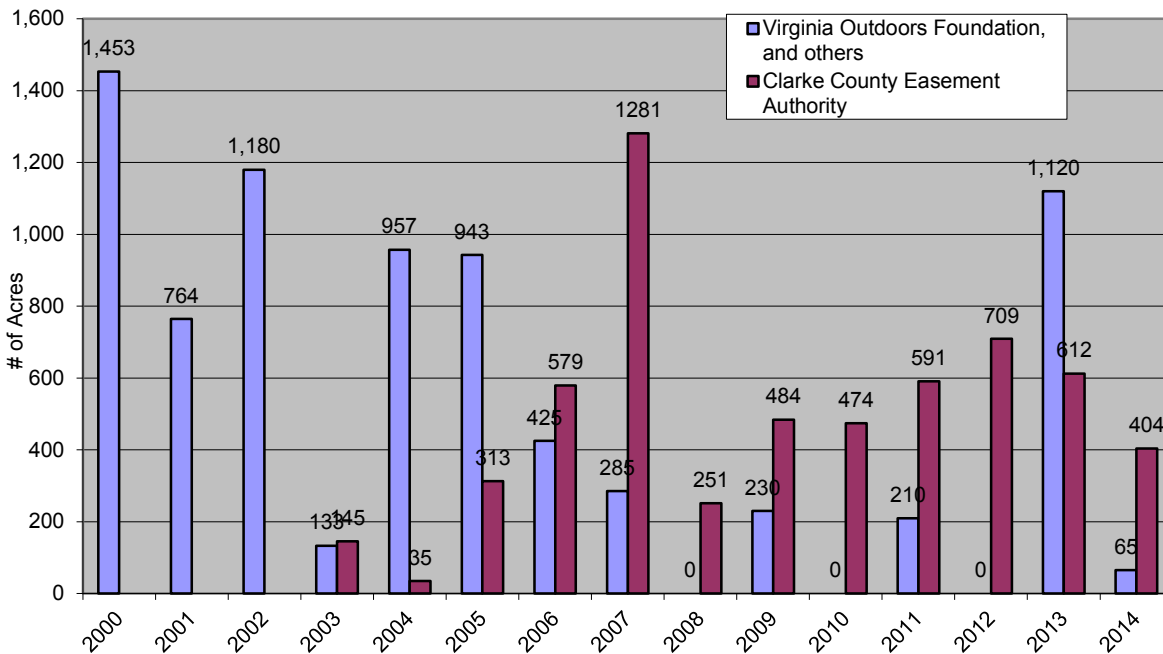
SRDC = Shenandoah Resource Conservation and Development Council (State)

VOF = Virginia Outdoors Foundation (State)

PEC = Piedmont Environmental Council

The first conservation easement was recorded in 1974 by the Virginia Outdoors Foundation. Between 1974 and 1999 10,359 acres were placed in easement. The chart below details the acreage of easements by year from 2000 through 2014.

Conservation Easements – Virginia Outdoors Foundation, Virginia Department of Historic Resources & Clarke County Conservation Easement Authority



Note: No easements recorded 1983 through 1987

6. Biosolids Applications

On July 15, 1997 the Board of Supervisors approved the adoption of a text amendment establishing standards for the land application of bio-solids.

Beginning in 1998, two companies, Bio Gro and Recyc Systems applied biosolids in the County. Currently Synagro (formally Bio-Gro) and Wright Trucking spread on area farms. The following table summarizes the acreages applied each year.

In 2004, State law repealed Counties ability to regulate biosolid application beyond testing and monitoring. The change permits Counties to request reimbursement for expenses relating to monitoring and testing but eliminates increased setback standards that Clarke County had adopted to protect ground and surface water resources in sensitive karst areas.

Beginning January 1, 2008 the Virginia Department of Environmental Quality (DEQ) assumed regulatory oversight of all land application of treated sewage sludge, commonly referred to as biosolids. This action, which moves oversight of the Biosolids Use Regulations from the Virginia Department of Health to DEQ, was at the direction of the 2007 General Assembly, which voted to consolidate the regulatory programs so that all persons land applying biosolids would be subject to uniform requirements, and to take advantage of the existing compliance and enforcement structure at DEQ.

Biosolids Applications

Year	Acres	# Farms
1998	180	2
1999	625	3
2000	0	0
2001	1830	11
2002	1145	11
2003	350	3
2004	150	4
2005	263	3
2006	950	9
2007	1,063	10
2008	1,307	13
2009	1,287	13
2010	1,989	21
2011	1,800	18
2012	1,539	18
2013	838	8
2014	1,784	23
16 Year Total	17,100	

DEQ has established an Office of Land Application Programs within the Water Quality Division to manage the biosolids program, as well as land application of industrial sludges, septage, livestock and poultry waste, and water reclamation and reuse. The Virginia Department of Health will continue to consult with DEQ and advise the public on health issues related to biosolids applications.

All applications have been closely monitored by County and State representatives and have been in compliance with all requirements. In accordance with State Regulations, Counties may be reimbursed for the testing and monitoring expenses; in 2014 the County was reimbursed \$9,649.

The total number of acres permitted for biosolids application in the County is 11,125, proportionately more biosolids than many other Counties in the area, averaging 18,000 wet tons per year. The biosolids contain about 5-8 pounds of nitrogen per ton of biosolids. There is interest and concern about the effect of biosolids application on the quality of ground water in Clarke County. In order to address this concern, the County applied for and received 2 grants in 2013, totaling \$16,000 to monitor 10 springs in northern

Shenandoah Valley for discharge, TN, TP, ammonia, ortho phosphate, nitrate-nitrite, E. coli, flow, general water chemistry. Springs are located in karst areas. Purpose is to identify contribution of contamination from springs to surface waters to assist in 1) determining appropriate BMP's on agricultural lands and 2) impact of biosolids applications on water quality as compared to other fertilizer sources. A report detailing the study is available from the Planning Department.

7. Historic Preservation Commission Activities

Three Certificates of Appropriateness were processed in 2014.

- CA-14-01, John Elsea requests a Certificate of Appropriateness for adding an addition to the existing structure located on the property identified as Tax Map Parcel 28A-((A))-15 at 300 Berrys Ferry Road in the White Post Historic District, zoned Rural Residential (RR) and Historic Overlay (HO). This Certificate of Appropriateness was approved by the Historic Preservation Commission on November 19, 2014.
- CA-14-03, John and Elizabeth Staelin request a Certificate of Appropriateness replacing the roof on the Millwood Post Office located on the property identified as Tax Map Parcel 30A-A-60 at 2009 Millwood Road in the Millwood Election District, zoned Commercial Neighborhood (CN). This Certificate of Appropriateness was approved by the Executive Committee of the Historic Preservation Commission on November 4, 2014.
- CA-14-01, John Taylor requests a Certificate of Appropriateness for building a single family dwelling on the property identified as Tax Map Parcel 28A-((A))-41 located in the

300 block of White Post Road in the White Post Historic District, zoned Rural Residential (RR) and Historic Overlay (HO). This Certificate of Appropriateness was approved by the Historic Preservation Commission on December 11, 2014.

Special projects

Chapel Rural Historic District

Chapel Rural Historic District encompasses 11,496 acres in the central portion of Clarke County, south of the county seat of Berryville. Taking in an area that is bounded by several previously listed National Register districts, the Chapel Rural Historic District includes architectural resources that demonstrate a variety of architectural styles and uses over a period of more than two hundred years. Four out of the five Voting Districts within the county are included within the boundaries of the district. Spanning the period of 1756-1963, the district contains 319 properties, nearly 75 percent of which have a historic building as their primary resource. The district was formally approved by the National Park Service February 14, 2014.

Josephine City Historic District

A preliminary Information Form (PIF) was completed for the proposed Josephine City Historic District in 2013. The proposed district encompasses 40 acres within the southeastern edge of the Town of Berryville in Clarke County, Virginia, and is comprised primarily of single-family residences that were constructed between 1880 and 1966 by its African-American residents. This district designates the County and Towns largest and most significant collection of buildings relating to African-American history. The National Register Nomination was completed in 2014. The Department of Historic Resources will consider the district for listing historic sites in the Virginia Landmarks Register and the National Register of Historic Places on March 19, 2015. If approved at the state level, the nomination will be recommended to the National Park Service, Keeper of the National Register of Historic Places in 2015.

Driving tour brochure

The Historic Preservation Commission completed an update of the Historic Driving Tour Brochure. The new Brochure is a large format folded map describing 5 driving tours within the Rural Historic Districts and Northwestern quadrant of the County. Copies of the brochure were disseminated to area shops, restaurants, and historic sites open to the public.

8. Cash Proffers

Cash proffers for impact of new residences on schools and emergency services were committed on a total of 27 lots in Battlefield Estates and Darbybrook in the Town of Berryville as a result of rezoning requests filed with the County prior to annexation. As of 2006, cash proffer payments had been made by the owners or developers of all 27 lots for a total of \$94,955. There are no remaining parcels with outstanding cash proffer payments.

APPENDIX A – Miscellaneous Activity Tables

1. Minor Subdivisions

File #	Name	Description	Tax Map #	Zoning/ Election District	Action
MS-14-01	Mark Binda	2 lots, 9.277 ac	37A1-3-31	FOC/White Post Election District	Approved 4/4/14
MS-14-02 (See MLSE-14-01)	Moore & Dorsey	2 lots, 122.723 ac	16-A-16	AOC/Buckmarsh Election District	Approved 5/2/14
MS-14-03	Jason Burns	2 lots, 15.8829 ac	26-A-104	FOC/Buckmarsh Election District	Approved 5/2/14
MS-14-04	Thomas & Andrea Kelleher, Jr.	2 lots, 10.7048 ac	26-A-107	FOC/Buckmarsh Election District	Approved 10/18/14
MS-14-05 (See MLSE-14-03)	Calvin E. & Anna M. Singhas	2 lots, 65.1417 ac	14-A-59	AOC/Millwood Election District	Approved 1/14/15

2. Boundary Line Adjustments

File #	Name	Election District	Tax Map #	Zoning	Action
BLA-14-01	Kendall Wisecarver, Jeanne Bruns, Pamela Burton, Trustees	Russell and Millwood	13-A-25E & 13-A-25B	AOC	Approved 1/8/14
BLA-14-02	Lawrence White, Jr.	Buckmarsh	24-A-1 24-A-1F	AOC	Approved 1/16/14
BLA-14-03	Wilson Bowles, Jr. & Gary & Tina Hall	Millwood	22-A-19 & 22-A-21	AOC	Approved 2/24/14
BLA-14-04	Rickey & JoAnne Schooley/ Leonard Harkness	Millwood	12-3-14	AOC	Approved 3/4/14
BLA-14-05	Billy & Mate Tisinger/ Harry Boteler & William Keyton, Jr.	Russell	14-2-9 & 14-2-10	AOC	Approved 3/10/14
BLA-14-06	Huntfish Company, LLC	Millwood	32-13-4 & 32-A-11	FOC	Approved 5/5/14
BLA-14-07	Huntfish Company, LLC	Millwood	32-A-11 & 31-A-19	FOC	Approved 7/23/14
BLA-14-08	Henry & Karen Davenport, IV/ Raymond & Patricia Ragan	Buckmarsh	16-A-65 & 16-A-66	AOC	Approved 9/18/14
BLA-14-09	Hobart & Sheila Bauhan, Thomas Bauhan & Elizabeth Clark	White Post	21-A-19 & 21-A-20	AOC	Approved 10/7/14
BLA-14-10	Huntfish Co., LLC	Millwood	31-A-20, 20A & 20B	FOC	Approved 10/30/14
BLA-14-11	Rebecca Brown & Elizabeth Mock	Millwood	22-A-95 & 22-A-95A	AOC	Approved 11/3/14
BLA-14-12	Wayne & Sharon	Russell	9-5-6 &	AOC	Approved

	Warfield		9-5-7		10/29/14
BLA-14-13	Michael & Mary Ware / Kenneth & Susan Bell	White Post	38-A-48 & 38-A-49	FOC	Approved 12/5/14
BLA-14-14	Carl & Gwen Hales / George & Nancy Dennis	Buckmarsh	32-12-5 & 32-12-6	FOC	Approved 1/6/15
BLA-14-15	Anne McDonald/ Donna Hayes	White Post	28-A-8A & 28-A-10	AOC	Approved 1/14/15

3. Home Occupation Permits

Name	Address	Map #	Date	Business Type
Adams, Lisa	864 Shepherds Mill Road Berryville, VA 22611	16-A-21B	2/27/14	Vineyard
Always, Gabriel	1504 Summit Point Road * Berryville, VA 22611	8-A-55C	3/20/14	Elite Cleaning Solutions *(Parents' address)
Bayliss, Kaye	84 Rock Hall Farm Lane Berryville, VA 22611	6-A-27E	4/2/14	Wizard Work LLC; dba Corner Two Corner
Biggs, Cynthia	2997 Lord Fairfax Highway Berryville, VA 22611	8-A-63	6/13/14	Brille Solutions (Consulting- management/coding)
Boudreau, Constance	P.O. Box 21 Millwood, VA 22646		7/10/14	Historic preservation & living history plans & re- enactment, etc.
Branham, Lanny Cheryl	983 Featherbed Road White Post, VA 22663	27-A-8A	7/23/14	Northern Virginia Demolition Corp
Brown, Adze	2379 Morgans Mill Road Bluemont, VA 20135	32-A-65C	11/24/14	Construction-General Contractor
Burgess, Josh	434 Pine Grove Road Bluemont, VA 20135		12/23/14	The Village Market (selling groceries, & prepared breakfast and lunch)
Cochran, Jacob Riley	1631 Wrights Mill Rd Berryville, VA 22611	6-A-6B	12/5/14	Jacob Riley Cochran (Handyman)
Cunningham, Donald C.	275 Maple Lane Bluemont, VA 20135	17A2-20-17	9/9/14	Cunningham Plumbing & Heating
D'Arrangelis, Abigail A.	416 Laurel Lane Bluemont, VA 20135	17A1-7-44	6/2/14	Bisou (Bakery-Farmers Market Stand)
deMelo, Mercia	5260 Harry Byrd Highway Berryville, VA 22611	15-2-4	3/24/14	Organization/Solutions, LLC
Dunning, Buster	195 Throwleigh Lane Boyce, VA 22620	21-A-38	10/3/14	Mosby Land Management (selling off old contractor equipment thru E-Bay)
Freeman, Barry	974 White Pine Lane Boyce, VA 22620	38-1-3H	9/27/14	Loudoun Video Concepts (Real Estate Photography & Video)
Fernandez, Domingo	73 Springsbury Road Berryville, VA 22611	14-3-5	5/22/14	Viza Restoration (Cleaning)
Gowdy, Richard P., II	348 Withers Larue Road Berryville, VA 226	3-2-6	5/13/14	Closet Installation
Haggard, Gabrielle	3583 Harry Byrd Highway Berryville, VA 22611	16-A-37A	3/19/14	Riding Lessons & Sale of Alpaca Products
Hannan, Matthew	1682 Millwood Road Millwood, VA 22646	30A-A-13	5/2/14	Matthew Hannan Design (Garden Design/Travel)
Harding, Elizabeth (Betsy) C.	P.O. Box 214 Millwood, VA 22646	6-A-10B	11/21/14	Buying & Selling Sport horses)

Hill, Stuart	333 Holly Lane Bluemont, VA 20135	17A4-29- 2M-23	8/14/14	Mobile Teacher & Testing
Holt, Harley	560 Timber Lane Bluemont, VA 20135	17A1-2-79	12/3/14	Harley Holt & Associates, Inc (Automotive regulatory consulting)
Jacob, John	808 Marshall Drive Leesburg, VA 20176		12/11/14	Farm & Pigs & Trees
Jones, Maricia	21990 Blue Ridge Mtn Rd Paris, VA 20130	40A-1-34	8/1/14	Estate Sales
Joyce, Jon P.	1555 Locke's Mill Road Berryville, VA 22611	23-A-18	11/12/14	Grinding organic grains
Lackey, Michael & Michelle	831 Beechwood Lane Bluemont, VA 20135	17A3-25-16	3/24/14	Hog-It-Up BBQ
Leffel, Elizabeth	2682 Wickliffe Road Berryville, VA 22611	16-A-1A	3/5/14	Leffel Consulting Group, LLC
Light, Elizabeth	146 Morning Star Lane Boyce, VA 22620	20-2-5	12/4/14	Eye of the Needle Embroidery (waived the HO fee another HO on property)
Lutz, Dennis	311 Vista Lane White Post, VA 22663	27-7-10	9/24/14	Art by Lutz
McKenzie, Daryl & Cindy	326 Ebenezer Road Bluemont, VA 20135	26-1-6	6/4/14	McKenzie Plumbing, LLC
Meade, Richard, Jr.	169 White Post Road White Post, VA 22663	28-A-32	2/26/14	Carpentry/Remodeling
Mercer, Jennifer Ann	3237 Old Charles Town Rd. Berryville, VA 22611	2-A-4	7/14/14	1. Infinite Possibilities, LLC -(personal training) 2. Mercer Distinctive Services-(cleaning)
Mooney, Jennifer	352 Garden Road Berryville, VA 22611	7-A-87	6/24/14	Jen Mooney Photography
Moore, Cassandra	125 White Post Road White Post, VA 22663	28A-A-30	7/1/14	Moore's Home Service, LLC (Property Preservation)
Munson, Sean	15143 Lord Fairfax Highway White Post, VA 22663		11/21/14	Contractor
Nicholson, Andrew	3512 Crums Church Road Berryville, VA 22611	3-1-2A	1/30/14	Internet News Service
Phillips, Lucian E.	374 Dearmont Hall Lane White Post, VA 22663	20-1-4	5/9/14	Dancing Dogs Artisan Coffee LLC
Poston, Connie Lee	2321 Frogtown Road, Bluemont, VA 20135	32-A-42	3/7/14	Connie's Home Improvement
Price, Maxwell	1262 Browntown Road Boyce, VA 22620	22-A-107	7/27/14	Beekeeping
Profundus Holdings, Inc.	P.O. Box 510 Berryville, VA 22611		3/27/14	Nellie's Kitchen
Roque, Marguerite	501 Chestnut Lane Berryville, VA 22611	10-A-5F	3/10/14	Treasure Hunt (newsletter)
Santos, Carlos	3269 Lord Fairfax Highway Berryville, VA 22611	8-1-4A	10/17/14	Painting Virginia
Sheridan, Joan & Maria Saylor	349 Shenandoah River Lane Front Royal, VA 22630	37A1-6-30A	1/16/14	E & J Artisan Fabrics
Smith, Scott David	729 Stringtown Road Berryville, VA 22611	8-A-25A	3/11/14	Geothermal Scott Heating & Cooling, LLC
Snyder, Troy	611 Ebenezer Road Bluemont, VA 20135	26-1-15	2/21/14	Spa & Hot Tub Repair

Thompson, Larry	531 Lakeview Lane Boyce, VA 22620	38-6-815	4/7/14	The Least of These (No-Profit Charity)
Walters, Raven L.	284 Scaleby Lane P.O. Box 335 Boyce, VA 22620	21-A-49	10/30/14	LaRen Limited LLC (Real Estate investment)

4. Land Disturbance Permits

- a. Major**
None in 2014

- b. Minor**
None in 2014

5. Maximum Lot Size Exceptions

FILE #	NAME	DESCRIPTION	TAX MAP(S)	ELECTION DISTRICT	ACTION
MLSE-14-01 (see MS-14-02)	Moore & Dorsey	Pre 1980	16-A-16	Buckmarsh	Approved 5/2/14
MLSE-14-02 (see S-14-01)	Thomas & Kristen Halsey	Pre 1980	12-A-5	Millwood	Approved 6/6/14
MLSE-14-03 (See MS-14-05)	Calvin E. & Anna M. Singhas	Pre 1980	14-A-59	Millwood	Approved 1/9/15

6. Sign Permits

APPLICANT	ADDRESS	DATE	MAP #	SIGN INFO
No Jay, LLC	40 Kimble Road Berryville VA 22611	6/19/14	7-A-71	Local Wood
Fisher Auto Parts	40 Kimble Road Berryville, VA 22611	7/28/14	7-A-71	Fisher Auto Parts
Escalade, LLC c/o Robert Clayton	1271 Mountain Road Front Royal, VA 22630	8/21/14	27A-A-17	Winchester Anglican Church

7. Zoning Permits-under 200 sf and/or agricultural use only

Applicant	Address	Map #	Date	Purpose
Anderson, William	147 Longwood Lane Bluemont, VA 20135	34A-4-4	4/1/14	Pole Barn
Barnes, Melisa	36 Balsam Lane Bluemont, VA 20135	17A4-29- 2M,6,7,8,9	7/24/14	Fire Wood Storage
Beach, Bryant & Kim	129 Manor Rd. Front Royal, VA 22630	37A3-4-13	4/10/14	Agricultural Storage
Casey Tree Farm, LLC (Brian Mayell)	2498 Briggs Road Berryville, VA 22611	23-A-56	12/4/14	Shop for farm equipment
Cochran, Thomas	1464 Crums Church Road Berryville, VA 22611	7-3-10	7/15/14	Ag Farm Equipment

				Storage Bldg.
Fleming, Richard	48 Locust Lane Bluemont, VA 20135	25B-1-7	2/26/14	Shed
Jessell, Joyce	328 Tadpole Lane Bluemont, VA 20135	32-8-9	9/29/14	Pole Barn for equipment
King, Joseph B.	246 Laurel Lane Bluemont, VA 20135	17-A-151	8/4/14	Storage shed
Loe, Steven	936 Gun Barrel Road White Post, VA 22663	28-A-2A	4/28/14	Ag Machine Shed
Long, Naomi R.	185 Russell Road Berryville, VA 22611	7-A-16A	7/8/14	Ag. Equipment storage shed
Royston, James	289 Page Brook Lane Boyce, VA 22620	21-A-84	4/30/14	Farm Shop
Teetor, Alison	939 Salem Church Road Boyce, VA 22620	11-A-5A	10/6/14	Tractor Storage
Warfield Homes Dave Pool (property owner)	145 Hermitage Blvd Berryville, VA 22611	24-A-26E	8/21/14	Farm storage
Weiss, David	2110 Wickliffe Road Berryville, VA 22611	15-A-42	8/19/14	Machine Shed & storage shed
Winsatt, Sharon Lambert	104 Saratoga Avenue Boyce, 22620	21A1-A-83	7/25/14	Town of Boyce - Storage Shed

APPENDIX B – Adopted Text Amendments (changes shown in bold italics with strikethroughs where necessary)

**ZONING ORDINANCE TEXT AMENDMENT (TA-14-01)
Revocation of Special Use Permits
As Adopted by the Board of Supervisors on March 18, 2014**

Description:

Proposed text amendment to amend §5-C, Revocation, of the Clarke County Zoning Ordinance. This section provides for the procedure and grounds for revocation of a special use permit (SUP). The purpose of the text amendment is to require a SUP to be presented to the Board of Supervisors for revocation upon issuance of a third Notice of Violation by the zoning administrator for violations of any one or more SUP conditions. The text amendment would also add a new subsection 4 allowing revocation in the case of violations of other provisions of the Zoning Ordinance not addressed by the SUP conditions, the Code of Clarke County, or State and Federal law related to the activities of the special use.

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

5-C REVOCATION

The Board of Supervisors may, by resolution, initiate the revocation of any active Special Use Permit. The consideration of the revocation shall proceed following the procedure set forth for approving a new Special Use Permit. Following a recommendation by the Planning Commission, the Board may revoke an active Special Use Permit for the following reasons:

1. Failure to establish or discontinuance of the approved Special Use: If the approved Special Use has not been established within two years of its approval or if it has been discontinued for one year, the Special Use Permit may be revoked. A Special Use Permit approved before 2004 November 16 shall be eligible for revocation if it has not been established by 2006 November 16 or if it has been discontinued for one year as of 2005 November 16.
2. Repeated or continuing violations of the conditions placed on the Permit. ***Failure to comply with any one or more of the conditions of a Special Use Permit may result in the issuance of a Notice of Violation (NOV) by the Zoning Administrator. The Zoning Administrator may present a Special Use Permit to the Board of Supervisors for revocation if the NOV is not resolved as directed. Upon the issuance of a third NOV for violations of any one or more of the permit conditions, and failure of the permit holder to appeal to the Board of Zoning Appeals, the Zoning Administrator shall present the Special Use Permit to the Board of Supervisors for revocation.***
3. Fraudulent, false, or misleading information supplied by the applicant in applying for the Special Use Permit.

4. *Violations of other provisions of the Zoning Ordinance not addressed by the special use permit conditions, the Code of Clarke County, or State and Federal law related to the activities of the special use.*

SUBDIVISION ORDINANCE TEXT AMENDMENT (TA-14-02)
Administrative Land Divisions
(adopted by the Board of Supervisors on October 21, 2014)

Description:

Proposed text amendment to amend §2-B, Definitions; §3-A-2, Administration by Planning Commission; §4, Procedure for Subdivision Approval; and §10, Special Regulations of the Subdivision Ordinance. The purpose of the amendment is to define a division of land into two or more parcels with each parcel being a minimum of 100 acres as an “administrative land division.” The amendment would establish additional regulations for review of such divisions including compliance with private access easement and utility installation requirements, and would require compliance with water and sewage disposal requirements for parcels forty (40) acres or larger that are reduced below forty (40) acres via boundary line adjustment. The amendment would also create a definition for the term “residual lot” and would require Planning Commission review for merger, boundary line adjustment, or administrative land division of a residual lot that was the subject of an administrative land division within the previous two (2) years.

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

Additions to Section 2-B, Definitions (addition of two new definitions will require this section to be renumbered):

ADMINISTRATIVE LAND DIVISION. A division of land into two or more parcels with each parcel being a minimum of 100 acres. Such divisions shall not be considered a major or minor subdivision and shall be acted upon administratively by the Zoning Administrator.

LOT, RESIDUAL (or RESIDUAL PARCEL): The portion of a lot of record that remains after the creation of a new lot or lots.

SUBDIVIDE (2/16/01): To divide any tract, parcel, or lot of land into two or more parts, with the following exceptions:

- 2-B-50-(a) Boundary Line Adjustments (see Special Regulations, Article 10-D).
- 2-B-50-(b) The use of one of the parcels will be public utility uses and not more than (6/21/05) two parcels would result from the division of land.

2-B-50-(c) All persons proposing to divide and/or merge land who contend such
(6/13/89) division is exempted from the provisions of this Ordinance under
(2/20/90) subsections (a) or (b), above, shall submit to the Zoning Administrator a
(7/20/93) plat of the proposed division, or other documents, plats, or evidence
(6/21/05) satisfactory to the Zoning Administrator, and if in the opinion of the
Zoning Administrator the division is accepted, he shall so certify on said
plat or on the deed of conveyance by which the property is to be divided.
The Zoning Administrator's certificate shall state that the division is
accepted under (a) or (b), above, and shall be signed by the Zoning
Administrator. No person shall record a plat or conveyance for the
division of land without complying with the provisions of this Ordinance
or without the Zoning Administrator's certificate as aforesaid.

2-B-50-(d) Administrative Land Divisions

Addition to Section 3, Administration

3-A-2. The Commission may act through its Zoning Administrator and/or Planning Staff duly appointed as provided in Section 15.2-2217 of the Code of Virginia, to the extent that the Commission finds appropriate for the administration of this Ordinance; provided, however, that no person may act for the Commission in approving, conditionally approving, or disapproving any Preliminary Plat or Record Plat *of a major or minor subdivision*. ~~except~~ The Zoning Administrator shall act for the Commission in approving, conditionally approving, or disapproving any ~~Preliminary Plat or Record Plat in which all lots proposed are 100 acres or greater in area of an administrative land division.~~

Addition to Section 4, Procedure for Subdivision Approval

4-M. Administrative Land Divisions.

1. *If one or more of the parcels resulting from an administrative land division are to be served by a private access easement, the private access easement shall comply with all applicable design requirements set forth in §8-J.*
2. *Utility installation on parcels resulting from an administrative land division shall comply with all applicable design requirements set forth in §8-G. The Zoning Administrator shall have the authority to act on behalf of the Planning Commission in applying §8-G-1, §8-G-3, and §8-G-11.*

Addition to Section 10, Special Regulations

10-D-6 *Any boundary line adjustment shall require approval by the Zoning Administrator.*

10-D-7 *If a lot with an area equal to or greater than forty (40) acres is reduced in size below forty (40) acres by boundary line adjustment, the resultant lot shall*

comply with the water and sewage disposal system requirements set forth in §7-C-3-d.

10-F CERTAIN MERGERS, BOUNDARY LINE ADJUSTMENTS, AND ADMINISTRATIVE LAND DIVISIONS

- 10-F-1** *Any plat depicting a merger or boundary line adjustment involving a residual lot that was the subject of an administrative land division within the previous two (2) year period shall require approval by the Planning Commission.*
- 10-F-2** *Any plat depicting an administrative land division involving a residual lot that was the subject of a merger or boundary line adjustment within the previous two (2) year period shall require approval by the Planning Commission.*
- 10-F-3** *A final plat showing the merger, boundary line adjustment, or administrative land division shall be filed with the Zoning Administrator and submitted to the Planning Commission for review. The Commission shall act on the plat within sixty (60) days of the filing date.*
- 10-F-4** *The final plat depicting a merger shall meet the requirements of §10-E; the final plat depicting a boundary line adjustment shall meet the requirements of §10-D; and the final plat depicting an administrative land division or divisions shall meet the requirements of §4-M except as otherwise provided herein.*

**ZONING ORDINANCE TEXT AMENDMENT (TA-14-04)
Commercial Boarding Kennels and Animal Shelters
(adopted by the Board of Supervisors on October 21, 2014)**

Description:

Proposed text amendment to amend §3-A-1-a-3 (Special Uses and Structures), §3-A-2-a-3 (Special Uses and Structures), §3-A-12 (Special Uses and Structures), and §9-B-12 (Definitions) of the Zoning Ordinance. The purpose of the amendment is to remove Commercial Boarding Kennels and Animal Shelters as special uses in the Agricultural-Open Space-Conservation (AOC), Forestal-Open Space-Conservation (FOC), and Neighborhood Commercial (CN) Districts. The amendment would also delete the current use and definition of “animal shelter” and create a new use and definition for “animal shelter/governmental” that is limited to a facility owned and/or operated by the Clarke County government. “Animal shelter/governmental” would be added to the list of special uses in the AOC and FOC Districts.

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

3 DISTRICT REGULATIONS

3-A-1 Agricultural-Open Space-Conservation District – AOC

3. Special Uses and Structures

- u. Veterinary Services, Animal Hospitals, ~~Commercial Boarding Kennels of more than five canine or feline animals~~, Breeding Kennels of more than 15 canine animals, ~~Animal Shelters~~ **Animal Shelter/Governmental**

3-A-2 Forestal-Open Space-Conservation District – FOC

3. Special Uses and Structures

- q. Veterinary Services, Animal Hospitals, ~~Commercial Boarding Kennels of more than five canine or feline animals~~, Breeding Kennels of more than 15 canine animals, ~~Animal Shelters~~ **Animal Shelter/Governmental**

3-A-12 Neighborhood Commercial District (CN)

3. Special Uses and Structures

- o. Veterinary services, animal hospitals, ~~Commercial Boarding Kennels~~, Breeding Kennels

9-B DEFINITIONS

9-B-12 ~~**ANIMAL SHELTER:** A facility or facilities (public, private, or non-profit), used to house or contain companion animals and operated for the purpose of finding permanent adoptive homes for such animals. Further, an animal shelter is a facility housing more than:~~

- ~~a. five companion animals older than six months, on parcels of up to five acres, or~~
- ~~b. one companion animal older than six months for each acre of a parcel, if the parcel is greater than five acres, or~~
- ~~c. 20 companion animals older than six months on parcels of 20 acres or more.~~

ANIMAL SHELTER/GOVERNMENTAL: A facility or facilities, owned and/or operated by the Clarke County government, used to house or contain companion animals and operated for the purpose of finding permanent adoptive homes for such animals.

ZONING ORDINANCE TEXT AMENDMENT (TA-14-05)
Technical Amendments to Zoning Ordinance
(Adopted by the Board of Supervisors on January 20, 2015)

Description:

Proposed technical amendments to the Zoning Ordinance:

1. Amend §2-B-1-c to change the location of the Official Zoning Map from the Office of the Clerk of the Circuit Court to the Department of Planning. The purpose is to note the correct physical location of the Official Zoning Map.
2. Amend §3-A-10-a-3, Special Uses and Structures (Business Park District), to add two new special uses – “Recreation, Commercial Indoor (NAICS Code 71394)” and “Petroleum Bulk Stations and Terminals (NAICS Code 424710).” The purpose is to reflect the recent inclusion of these two uses in the Town of Berryville Zoning Ordinance.

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

2 DISTRICTS, ZONING MAP & DISTRICT BOUNDARIES

2-B-1 General

- 2-B-1-c Regardless of the existence of purported copies of the Official Zoning Map, which may from time to time be made or published, the Official Zoning Map, which shall be located in the ~~*Office of the Clerk of the Circuit Court*~~ ***Department of Planning***, shall be the final authority as to the current zoning status of land and water areas, buildings, and other structures in the County.

3 DISTRICT REGULATIONS

3-A-10 Business Park (BP)

3-A-10-a Permitted Uses

3. Special Uses and Structures

- | | | |
|-----------|----------------------|---|
| <i>l.</i> | <i>71394</i> | <i>Recreation, Commercial Indoor</i> |
| <i>m.</i> | <i>424710</i> | <i>Petroleum Bulk Stations and Terminals</i> |

ZONING AND SUBDIVISION ORDINANCE TEXT AMENDMENTS (TA-14-03)
Application Filing Deadlines for Special Use Permit,
Zoning Map Amendment, Site Plan, and Subdivision Applications
(adopted by the Board of Supervisors on November 18, 2014)

Description:

A proposed text amendment to amend Article 5 (Special Use Permits), Article 6 (Site Development Plans), and Article 8 (Amendments) of the Zoning Ordinance and to amend Article 4 (Procedure for Subdivision Approval) of the Subdivision Ordinance. The purpose of the amendments is to create new and clarify existing procedures regarding the filing of applications for special use permits, zoning map amendments (rezonings), site plan reviews, and subdivision plat reviews. The proposed amendments would establish uniform provisions regarding mandatory pre-application meetings, determination of application completeness, and new deadlines for applicant submission of documentation prior to public hearings among other changes.

Zoning Ordinance Amendment Text (proposed changes in red font with strikethroughs where necessary):

5 SPECIAL USE PERMITS

5-A GENERAL

Special Use Permits may be granted by the Board of Supervisors for any of the uses for which a permit is required by the provisions of this Ordinance.

5-B PROCEDURE

5-B-1 Application:

5-B-1-a ~~Application for a Special Use Permit may be made by the record owner of the property, or contract owner with written approval of the record owner. If application is made by the contract owner, a copy of the contract shall be filed with and made a part of the application.~~

Pre-application Conference Requirement.

No less than seven (7) days prior to filing an application, a pre-application conference shall be held between the Applicant and the Zoning Administrator. The Applicant shall provide the following items for review which shall be retained by the Zoning Administrator as the initial public record for the application:

1. A conceptual or draft site plan showing the subject property, general site layout, and main elements to be proposed as part of the application.

2. A written description of the proposed special use including operations details such as the nature of the special use, hours of operation, number of employees, and measures to mitigate impacts on surrounding properties.

5-B-1-b
(3/20/90)

~~Such application shall be filed with the Zoning Administrator and shall be accompanied by fifteen (15) copies of the following:~~

- ~~1. A site development plan in accordance with Article 6 of this Ordinance.~~
- ~~2. Front, side, and rear elevations and floor plans of proposed buildings.~~
- ~~3. The applicable filing fee.~~

An application for a Special Use Permit may be made by the record owner of the property or a contract purchaser. If the application is made by a contract purchaser, the record owner shall submit the following, in writing, as a part of the application:

1. Approval of the contract purchaser making the application;
2. Confirmation that the applicant is a contract purchaser under an existing written contract; and
3. Agreement to give written notification to the County if the purchase contract is terminated while the application is pending before the County.

5-B-1-c

~~The Zoning Administrator may require such other information to be submitted, as the Zoning Administrator deems necessary for a proper and intelligent consideration of the application.~~

Such application shall be filed with the Zoning Administrator and shall be accompanied by fifteen (15) copies of the following:

1. A site development plan in accordance with Article 6 of this Ordinance.
2. Front, side, and rear elevations and floor plans of proposed buildings.
3. The applicable filing fee.

5-B-1-d

The Zoning Administrator may require such other information to be submitted, as the Zoning Administrator deems necessary for a proper and intelligent consideration of the application. The Zoning Administrator may also establish regular filing deadlines to ensure that there is sufficient time to evaluate the application prior to the Planning Commission's initial review.

5-B-1-e

The Zoning Administrator shall determine when the application is complete. After receipt of a complete application, the Zoning Administrator shall refer the application to the Planning Commission for initial review at its next regular monthly meeting.

5-B-2 Recommendation by Planning Commission

5-B-2-a
(6/13/89)
(9/19/89)
(10/17/89)
(11/16/93)

Public Hearing Requirements

~~Upon receipt of the application and all required information, the Zoning Administrator shall refer same to the Planning Commission for consideration at the next regular monthly meeting. After referral of the application to the Planning Commission by the Zoning Administrator, the Planning Commission shall hold a public hearing on said application after giving public notice as required by Section 15.2-2204, Code of~~

Virginia, 1950, as amended, and in accordance with the requirements of Section 10-E of this ordinance.

5-B-2-b
(9/19/89)

Action by Planning Commission
~~within~~ **Within** one-hundred (100) days of the **date of the meeting of the Planning Commission at which a complete application is referred to the Commission, referral the application to the Planning Commission, at their next regular monthly meeting,** the ~~Planning~~ Commission shall make a recommendation on said application to the Board of Supervisors **to approve or disapprove the application.** The recommendation of the Planning Commission may include recommendations for conditions to be applied to the Special Use Permit should it be granted by the Board of Supervisors.

5-B-2-c
(6/13/89)

Information Required Before Making a Recommendation

Before making a recommendation, the Commission may require the applicant to furnish such information as it may deem necessary in order to determine whether the proposed special use permit is detrimental to the public health, safety, or general welfare. Such a determination shall be based on the specific findings listed in 5-B-5. The Commission may make any additional findings it may deem appropriate.

5-B-2-d
(3/17/92)

Berryville Area Development Authority

The Berryville Area Development Authority (BADA) shall assume the responsibilities of the Planning Commission regarding special use permit review, as detailed above, for properties located within Annexation Area "B" as identified in the Clarke County/Town of Berryville Annexation Agreement, December 1988.

5-B-3 Action by Board of Supervisors

(1/21/97)

5-B-3-a
(9/18/89)
(10/17/89)
(11/16/93)

Public Hearing Requirements

Public Hearing: Within one hundred days of receiving the recommendation of the Planning Commission, at their next regular meeting, and before action on the application for a Special Use Permit, the Board of Supervisors shall hold a public hearing on said application, after giving public notice as required by Section 15.2-2204, Code of Virginia, 1950, as amended, and in accordance with the requirements of Section 10-E of this ordinance.

5-B-3-b
(6/13/89)

Burden of Proof

The burden of proof shall be on the applicant to show reasonableness of the proposed special use permit, the lack of adverse effect, and compliance with the elements of public health, safety, and general welfare as set forth in Section 5-B-5.

5-B-4-c

Compliance

Upon the granting of a Special Use Permit, one copy of the site development plan submitted with the application shall be certified by the Zoning Administrator and returned to the applicant, together with a statement in writing of the conditions, if any, imposed by the Board in granting the permit. The applicant shall use the property for the proposed use only in such manner as provided in the site development plan and only in

accordance with the conditions, if any, provided by the Board.

5-B-4 **Procedures Before Planning Commission and Board of Supervisors**

5-B-4-a **Deadlines for Applicant Submission of Materials Prior to Public Hearing**
Following the filing of a complete application, the Applicant shall provide any new or revised materials demonstrating compliance with required technical elements no less than 14 days prior to the first Public Hearing and no less than 10 days prior to any continued Public Hearing. Required technical elements include any regulations governing site development such as building and lot dimensions, use standards, and site development plan elements. Any new or revised materials provided after the deadlines referenced above shall not be considered by the Planning Commission or Board of Supervisors at the scheduled meeting.

5-B-4-b **Deferral of Application**
An applicant may request that consideration of a special use permit application at a Public Hearing be deferred by submitting a written request for deferral to the Zoning Administrator.

1. If the deferral request is provided to the Zoning Administrator prior to finalizing the Public Hearing advertisement for consideration by the Planning Commission or Board of Supervisors, the Zoning Administrator shall determine whether to grant the deferral request. A request for deferral shall be approved only for good cause. If such request is approved by the Zoning Administrator, consideration of the application shall be deferred to the next regularly scheduled meeting of the Planning Commission or Board of Supervisors.

2. If the deferral request is provided after finalizing the Public Hearing advertisement, the request for deferral shall be placed on the Public Hearing agenda on the date the application is to be considered. The Planning Commission or Board of Supervisors, as applicable may approve the request for deferral for good cause. The applicant shall be responsible for a re-advertising fee which shall be paid in full prior to the application being placed on an upcoming meeting agenda of the Planning Commission or Board of Supervisors.

5-B-45 Criteria for Action on Special Use Permit

(1/21/97) Before taking action, the Board may require the applicant to furnish such information as it may deem necessary in order to determine whether the proposed special use permit is detrimental to the public health, safety, or general welfare. Such a determination shall be based on the following specific findings. The Board may make any additional findings it may deem appropriate. The use requiring the special use permit:

- | **5-B-45-a** Will be consistent with the Comprehensive Plan of the County.
- | **5-B-45-b** Will be consistent with the Purposes and Intent of this Ordinance.
- | **5-B-45-c** Will not have an undue adverse impact on the short-term and long-term fiscal resources of the County for education, water, sewage, fire, police, rescue, solid waste disposal or other services, and will be consistent with the capital improvement goals and objectives of the Comprehensive Plan, to the end that growth of the community will be consonant with the efficient and economic use of public funds.
- | **5-B-45-d** Will not cause an undue adverse effect on neighboring property values without furthering the goals of the Comprehensive Plan to the benefit of the County.
- | **5-B-45-e** Will not cause an undue adverse effect on the preservation of agricultural or forestal land.
- | **5-B-45-f** Will not cause unreasonable traffic congestion or unsafe conditions on existing or proposed public roads and has adequate road access.
- | **5-B-45-g** Will not cause destruction of or encroachment upon historic or archeological sites, particularly properties under historic easement.
- | **5-B-45-h** Will not cause an undue adverse effect on rare and irreplaceable natural areas, areas of outstanding natural beauty, state-designated scenic byways or scenic rivers or properties under open space easement.
- | **5-B-45-i** Will not cause an undue adverse effect on wildlife and plant habitats.
- | **5-B-45-j** Will have sufficient water available for its foreseeable needs.
- | **5-B-45-k** Will not cause unreasonable depletion of or other undue adverse effect on the water source(s) serving existing development(s) in adjacent areas.
- | **5-B-45-l** Will not cause undue surface or subsurface water pollution.
- | **5-B-45-m** Will not cause an undue adverse effect on existing or proposed septic systems in adjacent areas.
- | **5-B-45-n** Will not cause unreasonable soil erosion.
- | **5-B-45-o** Will have adequate facilities to provide safety from flooding, both with respect to proposed structures and to downhill/downstream properties.
- | **5-B-45-p** Will not cause undue air pollution.
- | **5-B-45-q** Will not cause undue noise, light or glare, dust, odor, fumes, or vibration.
- | **5-B-45-r** If in the AOC or FOC zoning districts, will not result in scale or intensity of land use significantly greater than that allowed under the permitted uses for these districts.

5-B-45-s Will not cause a detrimental visual impact.

5-B-56 Special Use Deemed Approved

6 SITE DEVELOPMENT PLANS

(7/20/93)

(6/15/04)

6-E PROCEDURES

6-E-1 Pre-Application Conference Requirement

~~All applicants shall first submit a sketch plan and request a pre-application conference with the Agent to discuss the basic site development scheme, basic ordinance requirements, and preliminary features of the proposed development as they relate to this Section~~

No less than seven (7) days prior to filing an application, a pre-application conference shall be held between the Applicant and the Agent. The Applicant shall provide for review a conceptual or draft site plan showing the subject property, general site layout, and main elements to be proposed as part of this application. The draft site plan and any additional materials provided by Applicant shall be retained by the Agent as the initial public record for the application.

6-E-2 Application

6-E-2-a

(3/20/90)

(10/18/11)

Application for approval of a site development plan shall be made by submitting an application form, paper copies of the site plan, a digital or electronic copy of the site plan (Portable Document Format) (PDF), digital files (as described below) and the applicable fee, to the Agent.

1. *A total of 21 paper copies shall be submitted, 15 copies on 11 by 17 inch paper and six copies on 24 by 36 inch paper.*
2. *The digital files shall be provided in one of the following formats:
DXF (AutoCAD ASCII Drawing Exchange File)
ArcGIS shapefile
ArcGis Personal geodatabase*
3. *The digital files shall provide individual layers for the following features:
Site boundary
Parcel lot lines
Lot numbers
Tax Map numbers
Streets and Roads
Road Right of Ways
Road names
Building footprints
Utilities and Lines
Easements*
4. *The digital files shall be submitted in the following projection:
Projected Coordinate System: NAD 1983 State Plane Virginia North FIPS 4501 Feet*

Projection: Lambert Conformal Conic
 False Easting: 11482916.66666666
 False Northing: 6561666.66666667
 Central Meridian: -78.50000000
 Standard Parallel: 1:38.03333333
 Standard Parallel: 2:39.20000000
 Latitude Of Origin: 37.66666667
 Linear Unit: Foot US
 Geographic Coordinate System: GCS North American 1983
 Datum: D North American 1983
 Prime Meridian: Greenwich
 Angular Unit: Degree

A minimum of two property corners shall be identified by xy coordinates in order to "tie to" existing GIS layers.

A Statement indicating the source of the northern meridian and amount of declination used

5. *The Zoning Administrator may modify the number and size of paper copies or digital copies and may modify the format and features for such digital information based on unique circumstances.*

6-E-2-b ~~The Agent shall review the submitted materials to determine if the basic requirements of this Section have been met. If in conformance, the application shall be accepted for filing, and shall be forwarded to the Administrative Body.~~

The Agent may require such other information to be submitted as the Agent deems necessary for a proper and intelligent consideration of the application. The Agent may also establish regular filing deadlines to ensure that there is sufficient time to evaluate the application prior to the Administrative Body's initial review.

6-E-2-c The Agent shall determine when the application is complete. After receipt of a complete application, the Agent shall refer the matter to the Administrative Body for initial review at its next regular meeting.

6-E-2-ed The Agent shall forward copies of the site plan for all applicable agencies and officials for written comments and recommendations. After receiving such comments and recommendations, the Agent shall prepare a report for the Administrative Body.

6-E-2-de The site plan and accompanying materials shall be available for public review in the Clarke County Planning Department

6-E-2-ef In addition to the fee set by the Board of Supervisors, the Board may require the applicant to bear the costs of any extraordinary professional services employed by the Administrative Body in reviewing the site plan.

6-E-3 Action on Site Plan Application

6-E-3-a Time Period
 After receiving a complete application from the Agent, the Administrative Body shall ~~consider initially review~~ the application at the next regular monthly meeting. Within ~~100-60~~ days of this first meeting, the Administrative Body shall act to approve, approve with conditions, or ~~deny disapprove~~ the site plan. ~~Failure of the Administrative Body to act within this 100-day period shall be deemed approval of the site plan unless an extension of~~

~~the time period is agreed upon by the Administrative Body and the applicant.~~

6-E-3-b Public Notice and Hearings

~~1. Action on site plans, not requiring an ordinance amendment, are administrative and do not require public notice or hearings. However, the The Administrative Body ~~may shall~~ provide public notice and hold public hearings on the site plan ~~request~~application, if it ~~deems it desirable. If the Planning Commission deems it necessary to hold a public hearing on the Site Plan, such public hearing shall be held~~ in accordance with the requirements of Section 10-E of this ordinance.~~

2. Deadlines for Applicant Submission of Materials Prior to Public Hearing. Following the filing of a complete application, the Applicant shall provide any new or revised materials demonstrating compliance with required technical elements no less than 14 days prior to the first Public Hearing and no less than 10 days prior to any continued Public Hearing. Required technical elements include any regulations governing site development such as lot dimensions and plan submission requirements. Any new or revised materials provided after the deadlines referenced above shall not be considered by the Commission at the scheduled meeting.

6-E-3-c Action by the Administrative Body

1. ~~The Administrative Body shall approve the site plan if it finds that the plan meets the requirements of this Section, Ordinance, the Clarke County Code, the Code of Virginia, and the intent of the Clarke County Comprehensive Plan and/or its Berryville Area Plan component, ~~and would promote the health, safety, and general welfare of the public.~~~~
2. ~~The Administrative Body may condition approval of the site plan upon the applicant making certain changes or modifications to the plan, said conditions to be stated in writing by the Administrative Body.~~
3. ~~The ~~If the~~ Administrative Body ~~may deny~~disapproves a site plan, ~~stating it shall state~~ in writing the reasons for such denial in a separate document or on the plan itself. The reason for disapproval shall identify deficiencies in the plan that caused the disapproval, and shall identify, to the extent practicable, modifications or corrections that will permit approval of the site plan.~~
4. ~~Applications for the same or substantially similar site development plan shall not be accepted or considered for all or any part of property for which a site development plan has been disapproved by the Administrative Body during the 12 months immediately preceding the application. Such application shall address, at a minimum, those criteria that were cited as the basis of denial.~~

8 AMENDMENTS

8-B METHOD OF INITIATING AMENDMENTS

Amendments to the Ordinance may be initiated by one of the following methods:

8-B-1 Petition of Property Owner

8-B-1-a
(8/19/03)

Zoning Map Amendment (Rezoning)

1. A property owner may initiate a request for an amendment to the official Zoning Map (Rezoning) by filing a petition with the Board of Supervisors with the Zoning Administrator, on forms provided by the Zoning Administrator, and paying the applicable fee.

2. Pre-application Conference Requirement

No less than seven (7) days prior to filing an application for an amendment to the official Zoning Map (Rezoning), a pre-application conference shall be held between the Applicant and the Zoning Administrator. The Applicant shall provide the following items for review which shall be retained by the Zoning Administrator as the initial public record for the application:

a. A survey plat showing the subject property and the area(s) to be rezoned.

b. A conceptual or draft site plan showing the subject property, general site layout, and main elements to be proposed as part of the application.

c. A written description of any proposed development and use(s) including operational details such as the nature of the use, proposed physical improvements, and measures to mitigate impacts on surrounding properties.

d. A draft list of proffered conditions, if applicable.

3. The Zoning Administrator may require such other information to be submitted, as the Zoning Administrator deems necessary for a proper and intelligent consideration of the application. The Zoning Administrator may also establish regular filing deadlines to ensure that there is sufficient time to evaluate the application prior to the Planning Commission's initial review.

4. The Zoning Administrator shall determine when the petition is complete. After receipt of a complete petition, the Zoning Administrator, on behalf of the Board of Supervisors, shall refer the petition to the Planning Commission at their next regular monthly meeting for initial review.

8-B-1-b
(9/19/89)

~~The Zoning Administrator, on behalf of the Board of Supervisors, shall refer the petition to the Planning Commission at their next regular monthly meeting for consideration. A recommendation shall be reported to the Board of Supervisors within 100 days after the first meeting of the Planning Commission after the petition is referred to it.~~

8-B-1-eb
(8/19/03)

Text Amendment.

A property owner may request the Board of Supervisors or Planning Commission approve a resolution initiating a proposal to amend the text of the Zoning Ordinance (as described in sections 8-B-2 or 8-B-3, below). If the Board or Commission approves such resolution, the property owners shall pay the applicable fee.

8-F

PROCEDURES BEFORE PLANNING COMMISSION AND BOARD OF SUPERVISORS

8-F-1

Deadlines for Applicant Submission of Materials Prior to Public Hearing

Following the filing of a complete application, the Applicant shall provide any new or revised materials demonstrating compliance with required technical elements no less than 14 days prior to the first public hearing and no less than 10 days prior to any continued public hearing. Any new or revised materials provided after the deadlines referenced above shall not be considered by the Planning Commission or Board of Supervisors at the scheduled meeting.

8-F-2

Deferral of Application

An applicant may request that consideration of a special use permit application at a public hearing be deferred by submitting a written request for deferral to the Zoning Administrator.

1. If the deferral request is provided to the Zoning Administrator prior to finalizing the public hearing advertisement for consideration by the Planning Commission or Board of Supervisors, the Zoning Administrator shall determine whether to grant the deferral request. A request for deferral shall be approved only for good cause. If such request is approved by the Zoning Administrator, consideration of the application shall be deferred to the next regularly scheduled meeting of the Planning Commission or Board of Supervisors.

2. If the deferral request is provided after finalizing the public hearing advertisement, the request for deferral shall be placed on the public hearing agenda on the date the application is to be considered. The Planning Commission or Board of Supervisors, as applicable, may approve the request for deferral for good cause. The applicant shall be responsible for a re-advertising fee which shall be paid in full prior to the application being placed on an upcoming public hearing agenda.

8-FG WITHDRAWAL OF PETITIONS

8-GH LIMITATION ON FILING NEW PETITION AFTER DENIAL

Subdivision Ordinance Amendment Text (proposed changes in red font with strikethroughs where necessary):

4 PROCEDURE FOR SUBDIVISION APPROVAL

4-A ~~EXPLORATORY SKETCH PLAN~~ PRE APPLICATION CONFERENCE REQUIREMENT

No less than seven (7) days prior to filing an application, a pre-application conference shall be held between the Applicant and the Zoning Administrator. The Applicant shall provide for review a concept or draft subdivision plat showing the subject property, general lot layout, and the main elements to be proposed as a part of the application. The draft plat and any additional materials provided by the Applicant shall be retained by the Zoning Administrator as the initial public record for the application.

~~4-A-1 All subdividers who intend to subdivide land into 10 or more parcels or who intend to subdivide land for commercial or industrial use, regardless of the number of parcels,~~

~~shall be required to prepare and submit an Exploratory Sketch Plan to the Zoning Administrator. The Exploratory Sketch Plan may be submitted at any time during normal office hours and shall be considered as submitted for informal discussion between the subdivider and the Zoning Administrator. This step does not require formal application fee or filing of a plat with the Planning Commission.~~

~~4-A-2 The Zoning Administrator shall then review the subdivision and offer comments relating to County standards and requirements or provide suggestions for modifications or changes to be incorporated on the Preliminary Plat.~~

~~4-A-3 Following review by the Zoning Administrator of the Exploratory Sketch Plan and a meeting with the subdivider to discuss same, the subdivider may prepare the Preliminary Plat for formal submittal in accordance with the following terms of this Article.~~

4-B APPLICATION

~~(12/17/91) A complete application for subdivision approval shall be filed with the Zoning Administrator at least 30 days prior to the date of the Commission meeting at which consideration thereon is desired. In the event notice of public hearing is required pursuant to Section 4-F-2 (a) herein, such application shall be filed at least 30 days prior to the Commission meeting at which such hearing may be scheduled. In the event streets are proposed for acceptance into the Virginia Department of Transportation's Road System, all plats, plans, maps and profiles in conformance with the specifications and requirements of the Department and this Ordinance shall be submitted for referral to the Resident Engineer at least 60 days prior to the date of the Commission meeting at which action on the application for subdivision approval is desired. A complete application for subdivision approval shall contain at least the following:~~

4-C ACCEPTANCE FOR FILING

~~4-C-1 The Zoning Administrator may require such other information to be submitted as the Zoning Administrator deems necessary for a proper and intelligent consideration of the application. The Zoning Administrator may establish regular filing deadlines to ensure that there is sufficient time to evaluate the application prior to the Planning Commission's initial review.~~

~~4-C-1 The Zoning Administrator shall review the Preliminary Plat and other documents submitted with the application to determine if they conform to the technical requirements of this Ordinance. If in conformance, the application will be accepted for filing.~~

~~4-C-2 The Zoning Administrator shall determine when the application is complete. After receipt of a complete application, the Zoning Administrator shall refer the matter~~

to the Planning Commission for initial review at its next regular meeting.

~~4-C-2
(10/17/89)~~

~~Applications for the same or substantially similar subdivision shall not be accepted or considered for all or any part of property for which a Preliminary Plat or Record Plat has been disapproved by the Planning Commission during the 12 months immediately preceding the application. Such application shall address, at a minimum, those criteria that were cited as the basis of denial.~~

4-C-3

The Zoning Administrator shall forward copies of the plat for all applicable agencies and officials to provide written comments and recommendations. After receiving such comments and recommendations, the Zoning Administrator shall prepare a report for the Planning Commission.

4-C-4

The subdivision plat and accompanying materials shall be available for public review in the County Planning Department.

4-C-5

In addition to the fee set by the Board of Supervisors, the Planning Commission may require the Applicant to bear the costs of any extraordinary professional services employed by the Planning Commission in reviewing the subdivision plat.

4-F

PUBLIC HEARING

4-F-1-a
(11/16/93)
(8/19/03)

A public hearing shall be required for any proposed major subdivision, and the Planning Commission shall give notice of a public hearing in accordance with Section 4-F-2 of this ordinance. No public hearing shall be required for a minor subdivision.

4-F-1-b

Deadlines for Applicant Submission of Materials Prior to Public Hearing. Following the filing of a complete application, the Applicant shall provide any new or revised materials demonstrating compliance with required technical elements no less than 14 days prior to the first Public Hearing and no less than 10 days prior to any continued Public Hearing. Required technical elements include any regulations governing site development such as lot dimensions and plat requirements. Any new or revised materials provided after the deadlines referenced above shall not be considered by the Commission at the scheduled meeting.

4-F-2-f

Deferral of Application.

An Applicant may request that consideration of a subdivision application at a public hearing be deferred by submitting a written request for deferral to the Zoning Administrator.

1. If the deferral request is provided to the Zoning Administrator prior to finalizing the Public Hearing advertisement for consideration by the Planning Commission, the Zoning Administrator shall determine whether to grant the deferral request. A request for deferral shall be approved only for good cause. If such request is approved by the Zoning Administrator, the application shall be

advanced to the next regularly scheduled meeting of the Planning Commission.

2. If the deferral request is provided after finalizing the Public Hearing advertisement, the request for deferral shall be placed on the public hearing agenda on the date the application is to be considered and acted upon by the body. The body may approve the request for deferral for good cause. The Applicant shall be responsible for a re-advertising fee which shall be paid in full, prior to the application being placed on an upcoming public meeting agenda.

4-J ACTION ON RECORD PLAT

4-J-1
(9/18/90) Within 60 days of the date of the meeting of the Planning Commission at which the Record Plat and all other required items are submitted to the Commission, the Commission shall approve, conditionally approve, or disapprove said Record Plat.

4-J-2
(9/18/90) The Commission shall approve the Record Plat, provided:

4-J-2-a The Commission finds that the Record Plat is substantially in accordance with the approved Preliminary Plat and the requirements and provisions of this Ordinance, and that all supporting documents and other items required by this Ordinance and/or the Commission are satisfactory;

4-J-2-b The Commission finds that all certificates and approvals by other public officials and the performance bond, check, or other acceptable surety required by Clarke County and/or other political subdivisions and public agencies are adequate; and

~~**4-J-2-e** The Commission finds that nothing has come to the attention of the Commission subsequent to its approval of the Preliminary Plat which indicates that the proposed subdivision is materially adverse or contrary to the requirements and purposes of this Ordinance, or is detrimental to the public health, safety, or general welfare as set forth in Section 4 K 2.~~

4-J-3
(9/18/90) If the Commission disapproves the Record Plat, the specific reasons for disapproval shall be provided in writing, either in a separate document or on the Record Plat itself. The reasons for disapproval shall identify the deficiencies in the plat that caused the disapproval by reference to specific duly adopted ordinances, regulations, or policies, and shall identify, to the greatest extent possible, modifications or corrections that would permit approval of the plat.

~~Otherwise, the Commission shall disapprove the Record Plat.~~

CLARKE COUNTY
 FD-PJT-FUNC-OBJ EXPENDITURES SUMMARY REPORT DEFINITION TYPE #0
 for Fiscal Year 2015 (2014-2015 Fiscal Year)
 Posted Only Figures
 Executed By: gilleya

Page: 1
 Date: 03/12/15
 Time: 15:19:26

Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For FEBRUARY	Expenditures Year-to-Date	Available Balance	Percent Used
FD 100 GENERAL FUND							
PJT 000 NON-CATEGORICAL							
FUNC 11010 BOARD OF SUPERVISORS							
1300	SALARIES - PART TIME	\$ 13,800.00	\$ 4,600.00	\$ 1,150.00	\$ 9,206.35	\$ 6.35-	100.05
2100	FICA	\$ 1,056.00	\$ 295.09	\$ 73.76	\$ 590.09	\$ 170.82	83.82
2300	HOSPITAL/MEDICAL PLANS	\$ 11,650.00	\$ 3,881.04	\$ 970.26	\$ 7,762.08	\$ 6.88	99.94
3100	PROFESSIONAL SERVICES	\$ 9,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 9,000.00	0.00
3600	ADVERTISING	\$ 5,600.00	\$ 0.00	\$ 214.50	\$ 2,040.60	\$ 3,559.40	36.44
5210	POSTAL SERVICES	\$ 300.00	\$ 0.00	\$ 145.05	\$ 314.12	\$ 14.12-	104.71
5230	TELECOMMUNICATIONS	\$ 0.00	\$ 0.00	\$ 3.32	\$ 11.68	\$ 11.68-	100.00
5307	PUBLIC OFFICIAL LIABILITY INS.	\$ 6,100.00	\$ 0.00	\$ 0.00	\$ 6,070.00	\$ 30.00	99.51
5540	TRAVEL CONVENTION & EDUCATION	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 4,665.19	\$ 1,665.19-	155.51
5800	MISCELLANEOUS CHARGES	\$ 1,600.00	\$ 0.00	\$ 70.00	\$ 1,143.30	\$ 456.70	71.46
5810	DUES, SUBSCRIPTIONS & MEMBERSHIPS	\$ 5,200.00	\$ 0.00	\$ 104.54	\$ 4,957.33	\$ 242.67	95.33
6001	OFFICE SUPPLIES	\$ 500.00	\$ 0.00	\$ 74.95	\$ 110.50	\$ 389.50	22.10
11010	BOARD OF SUPERVISORS	\$ 57,806.00	\$ 8,776.13	\$ 2,806.38	\$ 36,871.24	\$ 12,158.63	78.97
FUNC 12110 COUNTY ADMINISTRATOR							
1100	SALARIES - REGULAR	\$ 223,588.00	\$ 74,529.41	\$ 18,632.34	\$ 149,058.78	\$ 0.19-	100.00
2100	FICA	\$ 15,603.00	\$ 5,462.07	\$ 1,365.51	\$ 10,146.21	\$ 5.28-	100.03
2210	VSRS - PLANS 1 AND 2	\$ 24,282.00	\$ 8,093.90	\$ 2,023.47	\$ 16,187.80	\$ 0.30	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 20,918.00	\$ 6,972.52	\$ 1,743.13	\$ 13,945.04	\$ 0.44	100.00
2400	LIFE INSURANCE	\$ 2,704.00	\$ 886.91	\$ 221.72	\$ 1,816.85	\$ 0.24	99.99
2700	WORKER'S COMPENSATION	\$ 175.00	\$ 0.00	\$ 0.00	\$ 208.18	\$ 33.18-	118.96
3100	PROFESSIONAL SERVICES	\$ 0.00	\$ 4,854.96	\$ 0.00	\$ 15,145.04	\$ 20,000.00-	100.00
3320	MAINTENANCE SERVICE CONTRACT	\$ 500.00	\$ 643.07	\$ 0.00	\$ 216.93	\$ 360.00-	172.00
3500	PRINTING AND BINDING	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,000.00	0.00
5210	POSTAL SERVICES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 7.90	\$ 492.10	1.58
5230	TELECOMMUNICATIONS	\$ 1,000.00	\$ 221.56	\$ 61.28	\$ 535.80	\$ 242.64	75.74
5540	TRAVEL CONVENTION & EDUCATION	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00
5810	DUES, SUBSCRIPTIONS & MEMBERSHIPS	\$ 1,000.00	\$ 0.00	\$ 30.00	\$ 567.93	\$ 432.07	56.79
6001	OFFICE SUPPLIES	\$ 1,000.00	\$ 0.00	\$ 36.12	\$ 280.60	\$ 719.40	28.06
6008	VEHICLE AND EQUIPMENT FUEL	\$ 1,200.00	\$ 0.00	\$ 63.31	\$ 452.34	\$ 747.66	37.70
6012	SUPPLIES - BOOKS AND SUBSCRIPTIO	\$ 1,350.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,350.00	0.00
12110	COUNTY ADMINISTRATOR	\$ 296,820.00	\$ 101,664.40	\$ 24,176.88	\$ 208,569.40	\$ 13,413.80-	104.52
FUNC 12210 LEGAL SERVICES							
1100	SALARIES - REGULAR	\$ 32,649.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 32,649.00	0.00
2100	FICA	\$ 2,972.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,972.00	0.00
2700	WORKER'S COMPENSATION	\$ 30.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 30.00	0.00
3100	PROFESSIONAL SERVICES	\$ 30,000.00	\$ 0.00	\$ 232.00	\$ 18,661.00	\$ 11,339.00	62.20
6001	SUPPLIES	\$ 0.00	\$ 0.00	\$ 21.00	\$ 390.65	\$ 390.65-	100.00
12210	LEGAL SERVICES	\$ 65,651.00	\$ 0.00	\$ 253.00	\$ 19,051.65	\$ 46,599.35	29.02
FUNC 12310 COMMISSIONER OF REVENUE							
1100	SALARIES - REGULAR	\$ 143,378.00	\$ 47,743.01	\$ 11,935.76	\$ 95,635.42	\$ 0.43-	100.00
2100	FICA	\$ 10,128.00	\$ 3,383.26	\$ 845.81	\$ 6,745.76	\$ 1.02-	100.01
2210	VSRS - PLANS 1 AND 2	\$ 15,553.00	\$ 5,184.90	\$ 1,296.22	\$ 10,368.28	\$ 0.18-	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 19,015.00	\$ 6,176.20	\$ 1,544.05	\$ 12,839.22	\$ 0.42-	100.00
2400	LIFE INSURANCE	\$ 1,732.00	\$ 568.15	\$ 142.03	\$ 1,164.04	\$ 0.19-	100.01
2700	WORKER'S COMPENSATION	\$ 115.00	\$ 0.00	\$ 0.00	\$ 133.02	\$ 18.02-	115.67
3100	PROFESSIONAL SERVICES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 517.95	\$ 417.95-	517.95
3320	MAINTENANCE SERVICE CONTRACTS	\$ 500.00	\$ 106.46	\$ 0.00	\$ 213.54	\$ 180.00	64.00
3500	PRINTING AND BINDING	\$ 500.00	\$ 0.00	\$ 0.00	\$ 345.20	\$ 154.80	69.04
3600	ADVERTISING	\$ 250.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 250.00	0.00
4100	DATA PROCESSING	\$ 1,900.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,900.00	0.00
5210	POSTAL SERVICES	\$ 2,200.00	\$ 0.00	\$ 907.08	\$ 1,386.73	\$ 813.27	63.03
5230	TELECOMMUNICATIONS	\$ 600.00	\$ 0.00	\$ 8.25	\$ 79.09	\$ 520.91	13.18
5510	TRAVEL MILEAGE	\$ 500.00	\$ 0.00	\$ 0.00	\$ 422.80	\$ 77.20	84.56
5540	TRAVEL CONVENTION & EDUCATION	\$ 2,500.00	\$ 0.00	\$ 0.00	\$ 1,937.14	\$ 562.86	77.49

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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For FEBRUARY	Expenditures Year-to-Date	Available Balance	Percent Used
5810	DUES, SUBSCRIPTIONS & MEMBERSHIPS	\$ 800.00	\$ 0.00	\$ 0.00	\$ 395.00	\$ 405.00	49.38
6001	OFFICE SUPPLIES	\$ 1,100.00	\$ 0.00	\$ 0.00	\$ 699.83	\$ 400.17	63.62
6012	SUPPLIES - BOOKS AND SUBSCRIPTI	\$ 800.00	\$ 0.00	\$ 0.00	\$ 333.50	\$ 466.50	41.69
12310	COMMISSIONER OF REVENUE	\$ 201,671.00	\$ 63,161.98	\$ 16,679.20	\$ 133,216.52	\$ 5,292.50	97.38
3320	FUNC 12320 ASSESSOR MAINTENANCE SERVICE CONTRACT	\$ 3,500.00	\$ 0.00	\$ 0.00	\$ 3,500.00	\$ 0.00	100.00
1100	FUNC 12410 TREASURER SALARIES - REGULAR	\$ 173,480.00	\$ 57,772.23	\$ 14,443.05	\$ 115,707.54	\$ 0.23	100.00
2100	FICA	\$ 13,071.00	\$ 4,352.74	\$ 1,088.25	\$ 8,718.23	\$ 0.03	100.00
2210	VSRS - PLANS 1 AND 2	\$ 18,821.00	\$ 6,274.07	\$ 1,568.51	\$ 12,546.46	\$ 0.47	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 17,465.00	\$ 5,821.56	\$ 1,455.39	\$ 11,643.12	\$ 0.32	100.00
2400	LIFE INSURANCE	\$ 2,096.00	\$ 687.49	\$ 171.87	\$ 1,408.67	\$ 0.16	100.01
2700	WORKER'S COMPENSATION	\$ 135.00	\$ 0.00	\$ 0.00	\$ 161.41	\$ 26.41	119.56
3100	PROFESSIONAL SERVICES	\$ 300.00	\$ 0.00	\$ 23.59	\$ 188.72	\$ 111.28	62.91
3180	CREDIT CARD MERCHANT FEES	\$ 600.00	\$ 0.00	\$ 0.00	\$ 1,472.42	\$ 872.42	245.40
3190	DMV STOP FEES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 260.00	\$ 260.00	100.00
3320	MAINTENANCE SERVICE CONTRACT	\$ 200.00	\$ 106.45	\$ 0.00	\$ 213.55	\$ 120.00	160.00
3500	PRINTING AND BINDING	\$ 9,500.00	\$ 0.00	\$ 0.00	\$ 4,171.71	\$ 5,328.29	43.91
3600	ADVERTISING	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,000.00	0.00
5210	POSTAL SERVICES	\$ 20,000.00	\$ 0.00	\$ 328.84	\$ 9,520.38	\$ 10,479.62	47.60
5230	TELECOMMUNICATIONS	\$ 1,600.00	\$ 0.00	\$ 7.02	\$ 44.33	\$ 1,555.67	2.77
5510	TRAVEL MILEAGE	\$ 150.00	\$ 0.00	\$ 0.00	\$ 114.24	\$ 35.76	76.16
5540	TRAVEL CONVENTION & EDUCATION	\$ 1,600.00	\$ 0.00	\$ 0.00	\$ 805.20	\$ 794.80	50.32
5810	DUES, SUBSCRIPTIONS & MEMBERSHIPS	\$ 800.00	\$ 0.00	\$ 0.00	\$ 725.00	\$ 75.00	90.62
6001	OFFICE SUPPLIES	\$ 4,100.00	\$ 0.00	\$ 197.74	\$ 1,824.37	\$ 2,275.63	44.50
6022	SUPPLIES - DOG TAGS	\$ 750.00	\$ 0.00	\$ 0.00	\$ 707.41	\$ 42.59	94.32
12410	TREASURER	\$ 266,668.00	\$ 75,014.54	\$ 19,284.26	\$ 170,232.76	\$ 21,420.70	91.97
1100	FUNC 12510 DATA PROCESSING SALARIES - REGULAR	\$ 127,495.00	\$ 42,498.33	\$ 10,624.57	\$ 84,996.58	\$ 0.09	100.00
1300	SALARIES - PART TIME	\$ 1,112.00	\$ 0.00	\$ 0.00	\$ 1,112.40	\$ 0.40	100.04
2100	FICA	\$ 9,653.00	\$ 3,227.57	\$ 806.89	\$ 6,436.43	\$ 11.00	100.11
2210	VSRS - PLANS 1 AND 2	\$ 13,846.00	\$ 4,615.31	\$ 1,153.83	\$ 9,230.65	\$ 0.04	100.00
2300	HOSPITAL/MEDICAL PLANS	\$ 12,219.00	\$ 3,881.04	\$ 970.26	\$ 8,337.56	\$ 0.40	100.00
2400	LIFE INSURANCE	\$ 1,542.00	\$ 505.73	\$ 126.43	\$ 1,035.97	\$ 0.30	99.98
2700	WORKER'S COMPENSATION	\$ 110.00	\$ 0.00	\$ 0.00	\$ 119.44	\$ 9.44	108.58
3100	PROFESSIONAL SERVICES	\$ 2,000.00	\$ 650.00	\$ 200.00	\$ 3,728.43	\$ 2,378.43	218.92
3320	MAINTENANCE SERVICE CONTRACT	\$ 40,000.00	\$ 8,942.53	\$ 2,193.22	\$ 44,942.32	\$ 13,884.85	134.71
5210	POSTAL SERVICES	\$ 50.00	\$ 0.00	\$ 0.00	\$ 7.17	\$ 42.83	14.34
5230	TELECOMMUNICATIONS	\$ 30,000.00	\$ 4,798.20	\$ 1,355.64	\$ 16,094.05	\$ 9,107.75	69.64
5540	TRAVEL CONVENTION & EDUCATION	\$ 500.00	\$ 0.00	\$ 0.00	\$ 222.10	\$ 277.90	44.42
6001	OFFICE SUPPLIES	\$ 2,000.00	\$ 0.00	\$ 77.50	\$ 1,859.63	\$ 140.37	92.98
8207	EDP EQUIPMENT ADDITIONS	\$ 20,000.00	\$ 0.00	\$ 123.90	\$ 7,747.97	\$ 12,252.03	38.74
12510	DATA PROCESSING	\$ 260,527.00	\$ 69,118.71	\$ 17,632.24	\$ 185,870.70	\$ 5,537.59	97.87
1300	FUNC 13100 ELECTORAL BOARD AND OFFICIALS SALARIES - PART TIME	\$ 6,194.00	\$ 2,064.64	\$ 2,064.64	\$ 4,129.28	\$ 0.08	100.00
2100	FICA	\$ 474.00	\$ 157.94	\$ 157.93	\$ 315.86	\$ 0.20	99.96
3000	PURCHASED SERVICES	\$ 4,200.00	\$ 0.00	\$ 35.00	\$ 2,551.48	\$ 1,648.52	60.75
3160	BOARD MEMBER FEES	\$ 7,975.00	\$ 0.00	\$ 0.00	\$ 4,190.00	\$ 3,785.00	52.54
3320	MAINTENANCE SERVICE CONTRACT	\$ 5,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 5,000.00	0.00
3500	PRINTING AND BINDING	\$ 2,576.00	\$ 0.00	\$ 77.75	\$ 691.21	\$ 1,884.79	26.83
3600	ADVERTISING	\$ 340.00	\$ 0.00	\$ 0.00	\$ 115.60	\$ 224.40	34.00
5210	POSTAL SERVICES	\$ 1,500.00	\$ 0.00	\$ 201.15	\$ 1,823.11	\$ 323.11	121.54
5400	LEASES AND RENTALS	\$ 1,050.00	\$ 0.00	\$ 0.00	\$ 450.00	\$ 600.00	42.86
5510	TRAVEL MILEAGE	\$ 350.00	\$ 0.00	\$ 0.00	\$ 321.70	\$ 28.30	91.91
5540	TRAVEL CONVENTION & EDUCATION	\$ 900.00	\$ 0.00	\$ 0.00	\$ 921.58	\$ 21.58	102.40
5810	DUES, SUBSCRIPTIONS & MEMBERSHIPS	\$ 150.00	\$ 0.00	\$ 0.00	\$ 125.00	\$ 25.00	83.33
6000	MATERIAL AND SUPPLIES	\$ 1,670.00	\$ 0.00	\$ 0.00	\$ 604.44	\$ 1,065.56	36.19
13100	ELECTORAL BOARD AND OFFICIALS	\$ 32,379.00	\$ 2,222.58	\$ 2,536.47	\$ 16,239.26	\$ 13,917.16	57.02

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FUNC 13200 REGISTRAR							
1100	SALARIES - REGULAR	\$ 48,705.00	\$ 16,234.98	\$ 4,058.75	\$ 32,470.00	\$ 0.02	100.00
1300	SALARIES - PART TIME	\$ 8,840.00	\$ 0.00	\$ 442.80	\$ 5,679.62	\$ 3,160.38	64.25
2100	FICA	\$ 4,419.00	\$ 1,251.67	\$ 346.79	\$ 2,932.09	\$ 235.24	94.68
2210	VSRS - PLANS 1 AND 2	\$ 5,289.00	\$ 1,763.12	\$ 440.78	\$ 3,526.24	\$ 0.36-	100.01
2300	HEALTH INSURANCE BENEFITS	\$ 3.00	\$ 0.00	\$ 0.00	\$ 3.14	\$ 0.14-	104.67
2400	LIFE INSURANCE	\$ 589.00	\$ 193.19	\$ 48.30	\$ 395.75	\$ 0.06	99.99
2700	WORKER'S COMPENSATION	\$ 40.00	\$ 0.00	\$ 0.00	\$ 52.58	\$ 12.58-	131.45
3310	REPAIR & MAINTENANCE	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00
3320	MAINTENANCE & SERVICE CONTRACT	\$ 180.00	\$ 74.77	\$ 0.00	\$ 25.23	\$ 80.00	55.56
5230	TELECOMMUNICATIONS	\$ 1,000.00	\$ 280.61	\$ 65.41	\$ 533.62	\$ 185.77	81.42
5510	TRAVEL MILEAGE	\$ 250.00	\$ 0.00	\$ 0.00	\$ 110.26	\$ 139.74	44.10
5540	TRAVEL CONVENTION & EDUCATION	\$ 1,470.00	\$ 0.00	\$ 148.03	\$ 620.13	\$ 849.87	42.19
5810	DUES, SUBSCRIPTIONS & MEMBERSHIPS	\$ 150.00	\$ 0.00	\$ 0.00	\$ 140.00	\$ 10.00	93.33
6001	OFFICE SUPPLIES	\$ 725.00	\$ 0.00	\$ 4.20	\$ 466.93	\$ 258.07	64.40
13200	REGISTRAR	\$ 71,860.00	\$ 19,798.34	\$ 5,555.06	\$ 46,955.59	\$ 5,106.07	92.89
FUNC 21100 CIRCUIT COURT							
3100	PURCHASED SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 158.00	\$ 158.00-	100.00
5841	COMPENSATION OF JURORS	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 480.00	\$ 2,520.00	16.00
5842	JURY COMMISSIONERS	\$ 180.00	\$ 0.00	\$ 0.00	\$ 120.00	\$ 60.00	66.67
7001	SHARED COURT SERVICES	\$ 9,500.00	\$ 0.00	\$ 0.00	\$ 9,614.61	\$ 114.61-	101.21
21100	CIRCUIT COURT	\$ 12,680.00	\$ 0.00	\$ 0.00	\$ 10,372.61	\$ 2,307.39	81.80
FUNC 21200 GENERAL DISTRICT COURT							
3000	PURCHASED SERVICES	\$ 0.00	\$ 0.00	\$ 159.00	\$ 218.00	\$ 218.00-	100.00
3150	LEGAL	\$ 0.00	\$ 0.00	\$ 0.00	\$ 150.00	\$ 150.00-	100.00
3320	MAINTENANCE SERVICE CONTRACT	\$ 0.00	\$ 74.16	\$ 134.46	\$ 225.84	\$ 300.00-	100.00
5210	POSTAL SERVICES	\$ 980.00	\$ 1,023.00	\$ 0.00	\$ 577.99	\$ 620.99-	163.37
5230	TELECOMMUNICATIONS	\$ 1,900.00	\$ 0.00	\$ 161.46	\$ 1,764.55	\$ 135.45	92.87
6001	OFFICE SUPPLIES	\$ 500.00	\$ 0.00	\$ 10.50	\$ 189.20	\$ 310.80	37.84
6012	SUPPLIES - BOOKS AND SUBSCRIPTI	\$ 600.00	\$ 0.00	\$ 0.00	\$ 138.40	\$ 461.60	23.07
21200	GENERAL DISTRICT COURT	\$ 3,980.00	\$ 1,097.16	\$ 465.42	\$ 3,263.98	\$ 381.14-	109.58
FUNC 21300 MAGISTRATE							
5230	TELECOMMUNICATIONS	\$ 400.00	\$ 0.00	\$ 36.66	\$ 73.18	\$ 326.82	18.30
FUNC 21500 JUVENILE & DOMESTIC RELATIONS OFFICE							
3100	PROFESSIONAL SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 232.50	\$ 232.50-	100.00
3310	REPAIR & MAINTENANCE	\$ 1,200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,200.00	0.00
3320	MAINTENANCE SERVICE CONTRACT	\$ 1,221.00	\$ 196.64	\$ 0.00	\$ 403.36	\$ 621.00	49.14
5210	POSTAL SERVICES	\$ 550.00	\$ 0.00	\$ 0.00	\$ 186.00	\$ 364.00	33.82
5230	TELECOMMUNICATIONS	\$ 700.00	\$ 0.00	\$ 48.72	\$ 385.48	\$ 314.52	55.07
5810	DUES, SUBSCRIPTIONS & MEMBERSHIPS	\$ 300.00	\$ 0.00	\$ 0.00	\$ 40.00	\$ 260.00	13.33
6001	OFFICE SUPPLIES	\$ 2,000.00	\$ 0.00	\$ 65.60	\$ 748.10	\$ 1,251.90	37.41
21500	JUVENILE & DOMESTIC RELATIONS OF	\$ 5,971.00	\$ 196.64	\$ 114.32	\$ 1,995.44	\$ 3,778.92	36.71
FUNC 21600 CLERK OF THE CIRCUIT COURT							
1100	SALARIES - REGULAR	\$ 168,703.00	\$ 56,165.27	\$ 14,041.31	\$ 112,537.65	\$ 0.08	100.00
2100	FICA	\$ 13,073.00	\$ 4,353.59	\$ 1,088.40	\$ 8,721.15	\$ 1.74-	100.01
2210	VSRS - PLANS 1 AND 2	\$ 18,297.00	\$ 6,099.52	\$ 1,524.90	\$ 12,197.08	\$ 0.40	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 11,643.00	\$ 3,881.04	\$ 970.26	\$ 7,762.08	\$ 0.12-	100.00
2400	LIFE INSURANCE	\$ 2,038.00	\$ 668.37	\$ 167.09	\$ 1,369.71	\$ 0.08-	100.00
2700	WORKER'S COMPENSATION	\$ 135.00	\$ 0.00	\$ 0.00	\$ 158.00	\$ 23.00-	117.04
3100	PROFESSIONAL SERVICES	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,000.00	0.00
3320	MAINTENANCE SERVICE CONTRACT	\$ 12,000.00	\$ 331.37	\$ 0.00	\$ 828.63	\$ 10,840.00	9.67
3500	PRINTING AND BINDING	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 525.00	\$ 475.00	52.50
3510	MICROFILMING	\$ 7,000.00	\$ 0.00	\$ 414.00	\$ 3,422.72	\$ 3,577.28	48.90
5210	POSTAL SERVICES	\$ 3,000.00	\$ 0.00	\$ 896.14	\$ 2,844.54	\$ 155.46	94.82
5230	TELECOMMUNICATIONS	\$ 900.00	\$ 0.00	\$ 78.06	\$ 607.63	\$ 292.37	67.51
6001	OFFICE SUPPLIES	\$ 6,500.00	\$ 0.00	\$ 402.75	\$ 3,761.93	\$ 2,738.07	57.88
21600	CLERK OF THE CIRCUIT COURT	\$ 247,289.00	\$ 71,499.16	\$ 19,582.91	\$ 154,736.12	\$ 21,053.72	91.49

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FUNC 21900 VICTIM/WITNESS PROGRAM							
1300	SALARIES - PART TIME	\$ 30,112.00	\$ 10,037.16	\$ 2,509.28	\$ 20,074.34	\$ 0.50	100.00
2100	FICA	\$ 2,274.00	\$ 768.85	\$ 192.21	\$ 1,521.89	\$ 16.74-	100.74
2210	VSRS - PLANS 1 AND 2	\$ 3,270.00	\$ 1,090.03	\$ 272.51	\$ 2,180.05	\$ 0.08-	100.00
2300	Health Insurance	\$ 5,822.00	\$ 0.00	\$ 0.00	\$ 2,910.78	\$ 2,911.22	50.00
2400	LIFE INSURANCE	\$ 418.00	\$ 119.44	\$ 38.48	\$ 315.31	\$ 16.75-	104.01
2700	WORKER'S COMPENSATION	\$ 35.00	\$ 0.00	\$ 0.00	\$ 35.57	\$ 0.57-	101.63
5230	TELECOMMUNICATIONS	\$ 0.00	\$ 0.00	\$ 14.11	\$ 87.00	\$ 87.00-	100.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 600.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 600.00	0.00
5810	DUES, SUBSCRIPTIONS & MEMBERSHIPS	\$ 75.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 75.00	0.00
6001	OFFICE SUPPLIES	\$ 250.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 250.00	0.00
21900	VICTIM/WITNESS PROGRAM	\$ 42,856.00	\$ 12,015.48	\$ 3,026.59	\$ 27,124.94	\$ 3,715.58	91.33
FUNC 21930 BLUE RIDGE LEGAL SERVICES							
5699	CIVIC CONTRIBUTIONS	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 1,500.00	\$ 0.00	100.00
FUNC 21940 REGIONAL COURT SERVICES							
5699	CIVIC CONTRIBUTIONS	\$ 4,494.00	\$ 0.00	\$ 0.00	\$ 4,494.00	\$ 0.00	100.00
FUNC 22100 COMMONWEALTH'S ATTORNEY							
1100	SALARIES - REGULAR	\$ 192,764.00	\$ 64,167.96	\$ 16,041.98	\$ 128,596.23	\$ 0.19-	100.00
1300	SALARIES - PART TIME	\$ 12,300.00	\$ 0.00	\$ 1,128.88	\$ 9,242.16	\$ 3,057.84	75.14
2100	FICA	\$ 17,351.00	\$ 5,600.62	\$ 1,486.51	\$ 11,536.05	\$ 214.33	98.76
2210	VSRS - PLANS 1 AND 2	\$ 19,452.00	\$ 6,484.71	\$ 1,621.17	\$ 12,966.81	\$ 0.48	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 11,643.00	\$ 3,881.04	\$ 970.26	\$ 7,762.08	\$ 0.12-	100.00
2400	LIFE INSURANCE	\$ 2,167.00	\$ 710.56	\$ 177.65	\$ 1,456.28	\$ 0.16	99.99
2700	WORKER'S COMPENSATION	\$ 165.00	\$ 0.00	\$ 0.00	\$ 195.78	\$ 30.78-	118.65
3320	MAINTENANCE SERVICE CONTRACT	\$ 750.00	\$ 86.48	\$ 0.00	\$ 296.92	\$ 366.60	51.12
5210	POSTAL SERVICES	\$ 1,100.00	\$ 0.00	\$ 139.15	\$ 920.03	\$ 179.97	83.64
5230	TELECOMMUNICATIONS	\$ 3,000.00	\$ 1,540.52	\$ 207.47	\$ 696.78	\$ 762.70	74.58
5540	TRAVEL CONVENTION & EDUCATION	\$ 4,650.00	\$ 0.00	\$ 100.00	\$ 3,070.80	\$ 1,579.20	66.04
5549	WITNESS TRAVEL EXPENDITURES	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,000.00	0.00
5810	DUES, SUBSCRIPTIONS & MEMBERSHIPS	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 1,108.00	\$ 108.00-	110.80
6001	OFFICE SUPPLIES	\$ 1,800.00	\$ 0.00	\$ 45.80	\$ 1,170.23	\$ 629.77	65.01
6012	SUPPLIES - BOOKS AND SUBSCRIPTI	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 78.25	\$ 921.75	7.83
22100	COMMONWEALTH'S ATTORNEY	\$ 271,142.00	\$ 82,471.89	\$ 21,918.87	\$ 179,096.40	\$ 9,573.71	96.47
FUNC 31200 SHERIFF							
1100	SALARIES - REGULAR	\$ 873,629.00	\$ 291,221.61	\$ 72,573.86	\$ 582,175.62	\$ 231.77	99.97
1300	SALARIES - PART TIME	\$ 23,000.00	\$ 0.00	\$ 1,556.82	\$ 21,461.93	\$ 1,538.07	93.31
2100	FICA	\$ 63,552.00	\$ 20,615.91	\$ 5,255.34	\$ 42,828.84	\$ 107.25	99.83
2210	VSRS - PLANS 1 AND 2	\$ 94,850.00	\$ 31,626.74	\$ 7,906.63	\$ 63,223.39	\$ 0.13-	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 114,951.00	\$ 38,308.72	\$ 9,577.18	\$ 76,642.58	\$ 0.30-	100.00
2400	LIFE INSURANCE	\$ 10,562.00	\$ 3,465.53	\$ 866.39	\$ 7,096.61	\$ 0.14-	100.00
2700	WORKER'S COMPENSATION	\$ 12,000.00	\$ 0.00	\$ 0.00	\$ 14,491.22	\$ 2,491.22-	120.76
2860	LINE OF DUTY BENEFITS	\$ 7,000.00	\$ 0.00	\$ 0.00	\$ 7,113.56	\$ 113.56-	101.62
3100	PROFESSIONAL SERVICES	\$ 7,000.00	\$ 0.00	\$ 510.77	\$ 1,758.19	\$ 5,241.81	25.12
3310	REPAIR & MAINTENANCE	\$ 5,155.00	\$ 6,409.00	\$ 278.50	\$ 7,390.86	\$ 8,644.86-	267.70
3320	MAINTENANCE SERVICE CONTRACT	\$ 17,500.00	\$ 160.00	\$ 240.00	\$ 12,972.62	\$ 4,367.38	75.04
3350	INSURED REPAIRS	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
5210	POSTAL SERVICES	\$ 2,000.00	\$ 0.00	\$ 26.98	\$ 609.57	\$ 1,390.43	30.48
5230	TELECOMMUNICATIONS	\$ 20,000.00	\$ 6,423.08	\$ 1,156.83	\$ 11,823.99	\$ 1,752.93	91.24
5305	MOTOR VEHICLE INSURANCE	\$ 13,000.00	\$ 0.00	\$ 0.00	\$ 15,191.00	\$ 2,191.00-	116.85
5530	TRAVEL SUBSISTANCE & LODGING	\$ 8,500.00	\$ 0.00	\$ 6.89	\$ 1,975.01	\$ 6,524.99	23.24
5540	TRAVEL CONVENTION & EDUCATION	\$ 4,500.00	\$ 0.00	\$ 2,404.00	\$ 3,632.00	\$ 868.00	80.71
5800	MISCELLANEOUS CHARGES	\$ 1,500.00	\$ 0.00	\$ 20.00	\$ 85.00	\$ 1,415.00	5.67
5810	DUES, SUBSCRIPTIONS & MEMBERSHIPS	\$ 2,700.00	\$ 0.00	\$ 300.00	\$ 2,431.00	\$ 269.00	90.04
6001	OFFICE SUPPLIES	\$ 5,000.00	\$ 0.00	\$ 222.98	\$ 3,953.24	\$ 1,046.76	79.06
6007	REPAIR AND MAINTENANCE SUPPLIES	\$ 40,915.00	\$ 5,088.38	\$ 407.49	\$ 9,579.17	\$ 26,247.45	35.85
6008	VEHICLE AND EQUIPMENT FUEL	\$ 77,000.00	\$ 0.00	\$ 3,253.14	\$ 34,285.71	\$ 42,714.29	44.53
6010	POLICE SUPPLIES	\$ 14,500.00	\$ 0.00	\$ 139.00	\$ 6,827.31	\$ 7,672.69	47.08
6011	UNIFORM AND WEARING APPAREL	\$ 6,000.00	\$ 0.00	\$ 277.25	\$ 3,518.87	\$ 2,481.13	58.65
6017	SUPPLIES - AMMUNITION	\$ 9,000.00	\$ 206.32	\$ 0.00	\$ 8,203.34	\$ 590.34	93.44
6024	INSURED REPAIRS	\$ 8,930.00	\$ 0.00	\$ 0.00	\$ 1,454.20	\$ 7,475.80	16.28

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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	Expenditures FEBRUARY	Expenditures Year-to-Date	Available Balance	Percent Used
31200	SHERIFF	\$ 1,443,244.00	\$ 403,525.29	\$	\$ 106,980.05	\$ 940,724.83	\$ 98,993.88	93.14
	FUNC 31210 CRIMINAL JUSTICE TRAINING CENTER							
5699	CIVIC CONTRIBUTIONS	\$ 19,185.00	\$ 0.00	\$	\$ 0.00	\$ 18,720.00	\$ 465.00	97.58
	FUNC 31220 DRUG TASK FORCE							
5699	CIVIC CONTRIBUTIONS	\$ 12,500.00	\$ 0.00	\$	\$ 0.00	\$ 5,460.79	\$ 7,039.21	43.69
	FUNC 32100 FIRE, EMS AND EMERGENCY MGT							
1100	SALARIES - REGULAR	\$ 315,356.00	\$ 93,179.86	\$	\$ 32,420.97	\$ 223,532.43	\$ 1,356.29	100.43
1300	SALARIES - PART TIME	\$ 102,000.00	\$ 0.00	\$	\$ 12,399.45	\$ 73,724.25	\$ 28,275.75	72.28
2100	FICA	\$ 32,532.00	\$ 6,397.70	\$	\$ 3,247.66	\$ 21,274.60	\$ 4,859.70	85.06
2210	VRS - PLANS 1 AND 2	\$ 20,506.00	\$ 7,585.33	\$	\$ 1,896.34	\$ 14,699.88	\$ 1,779.21	108.68
2220	VRS - HYBRID PLAN	\$ 6,335.00	\$ 2,534.00	\$	\$ 633.50	\$ 3,801.00	\$ 0.00	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 35,952.00	\$ 11,981.52	\$	\$ 2,995.33	\$ 23,962.64	\$ 7.84	99.98
2400	LIFE INSURANCE	\$ 3,191.00	\$ 1,108.84	\$	\$ 277.21	\$ 2,069.66	\$ 12.50	99.61
2510	VLDP PLAN - HYBRID	\$ 344.00	\$ 137.66	\$	\$ 34.42	\$ 206.52	\$ 0.18	100.05
2700	WORKER'S COMPENSATION	\$ 12,500.00	\$ 0.00	\$	\$ 0.00	\$ 13,987.30	\$ 1,487.30	111.90
2860	LINE OF DUTY BENEFITS	\$ 2,500.00	\$ 0.00	\$	\$ 0.00	\$ 2,510.58	\$ 10.58	100.42
3000	PROFESSIONAL SERVICES	\$ 81,296.00	\$ 0.00	\$	\$ 0.00	\$ 0.00	\$ 81,296.00	0.00
3100	PROFESSIONAL SERVICES	\$ 0.00	\$ 0.00	\$	\$ 453.50	\$ 453.50	\$ 453.50	100.00
5230	TELECOMMUNICATIONS	\$ 800.00	\$ 0.00	\$	\$ 46.78	\$ 345.48	\$ 454.52	43.19
5540	TRAVEL CONVENTION & EDUCATION	\$ 100.00	\$ 0.00	\$	\$ 0.00	\$ 0.00	\$ 100.00	0.00
6001	OFFICE SUPPLIES	\$ 400.00	\$ 0.00	\$	\$ 0.00	\$ 510.27	\$ 110.27	127.57
6008	VEHICLE AND EQUIPMENT FUEL	\$ 1,500.00	\$ 0.00	\$	\$ 30.38	\$ 427.05	\$ 1,072.95	28.47
6011	UNIFORM AND WEARING APPAREL	\$ 1,100.00	\$ 6,299.63	\$	\$ 4,255.00	\$ 4,954.00	\$ 10,153.63	1023.06
8201	MACHINERY & EQUIPMENT	\$ 25,000.00	\$ 0.00	\$	\$ 0.00	\$ 0.00	\$ 25,000.00	0.00
32100	FIRE, EMS AND EMERGENCY MGT	\$ 641,412.00	\$ 129,224.54	\$	\$ 58,690.54	\$ 386,459.16	\$ 125,728.30	80.40
	FUNC 32200 VOLUNTEER FIRE COMPANIES							
3000	PURCHASED SERVICES	\$ 9,638.00	\$ 0.00	\$	\$ 0.00	\$ 0.00	\$ 9,638.00	0.00
3100	PROFESSIONAL SERVICES	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 2,137.50	\$ 2,137.50	100.00
5697	TWO FOR LIFE DISTRIBUTION	\$ 15,798.00	\$ 0.00	\$	\$ 0.00	\$ 16,257.28	\$ 459.28	102.91
5698	FIRE PROGRAMS DISTRIBUTION	\$ 25,854.00	\$ 0.00	\$	\$ 0.00	\$ 27,811.00	\$ 1,957.00	107.57
5699	CIVIC CONTRIBUTIONS	\$ 25,000.00	\$ 0.00	\$	\$ 0.00	\$ 0.00	\$ 25,000.00	0.00
6040	SOFTWARE/ON-LINE CONTENT	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 7,500.00	\$ 7,500.00	100.00
32200	VOLUNTEER FIRE COMPANIES	\$ 76,290.00	\$ 0.00	\$	\$ 0.00	\$ 53,705.78	\$ 22,584.22	70.40
	FUNC 32201 BLUE RIDGE VOLUNTEER FIRE COMPANY							
2860	LINE OF DUTY BENEFITS	\$ 1,500.00	\$ 0.00	\$	\$ 0.00	\$ 1,675.00	\$ 175.00	111.67
5699	CIVIC CONTRIBUTIONS	\$ 50,000.00	\$ 0.00	\$	\$ 0.00	\$ 37,500.00	\$ 12,500.00	75.00
32201	BLUE RIDGE VOLUNTEER FIRE COMPAN	\$ 51,500.00	\$ 0.00	\$	\$ 0.00	\$ 39,175.00	\$ 12,325.00	76.07
	FUNC 32202 BOYCE VOLUNTEER FIRE COMPANY							
2860	LINE OF DUTY BENEFITS	\$ 2,500.00	\$ 0.00	\$	\$ 0.00	\$ 2,176.86	\$ 323.14	87.07
5699	CIVIC CONTRIBUTIONS	\$ 50,000.00	\$ 0.00	\$	\$ 0.00	\$ 25,000.00	\$ 25,000.00	50.00
32202	BOYCE VOLUNTEER FIRE COMPANY	\$ 52,500.00	\$ 0.00	\$	\$ 0.00	\$ 27,176.86	\$ 25,323.14	51.77
	FUNC 32203 ENDERS VOLUNTEER FIRE COMPANY							
2860	LINE OF DUTY BENEFITS	\$ 3,500.00	\$ 0.00	\$	\$ 0.00	\$ 2,814.00	\$ 686.00	80.40
5699	CIVIC CONTRIBUTIONS	\$ 75,000.00	\$ 0.00	\$	\$ 18,750.00	\$ 56,250.00	\$ 18,750.00	75.00
32203	ENDERS VOLUNTEER FIRE COMPANY	\$ 78,500.00	\$ 0.00	\$	\$ 18,750.00	\$ 59,064.00	\$ 19,436.00	75.24
	FUNC 32300 LORD FAIRFAX EMERGENCY MEDICAL							
5699	CIVIC CONTRIBUTIONS	\$ 5,422.00	\$ 0.00	\$	\$ 0.00	\$ 5,422.00	\$ 0.00	100.00
	FUNC 32400 FORESTRY SERVICE							
5699	CIVIC CONTRIBUTIONS	\$ 2,712.00	\$ 0.00	\$	\$ 0.00	\$ 2,711.52	\$ 0.48	99.98
	FUNC 33100 REGIONAL JAIL							
7000	JOINT OPERATIONS	\$ 562,301.00	\$ 0.00	\$	\$ 0.00	\$ 420,579.11	\$ 141,721.89	74.80

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FUNC 33200 JUVENILE DETENTION							
3840	PURCHASED SERVICES - DETENTION C	\$ 38,854.00	\$ 0.00	\$ 0.00	\$ 9,769.25	\$ 29,084.75	25.14
7000	JOINT OPERATIONS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 9,769.25	\$ 9,769.25	100.00
33200	JUVENILE DETENTION	\$ 38,854.00	\$ 0.00	\$ 0.00	\$ 19,538.50	\$ 19,315.50	50.29
FUNC 33300 PROBATION OFFICE							
5210	POSTAL SERVICES	\$ 125.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 125.00	0.00
5230	TELECOMMUNICATIONS	\$ 500.00	\$ 0.00	\$ 8.20	\$ 55.83	\$ 444.17	11.17
6001	OFFICE SUPPLIES	\$ 300.00	\$ 0.00	\$ 0.00	\$ 70.52	\$ 229.48	23.51
33300	PROBATION OFFICE	\$ 925.00	\$ 0.00	\$ 8.20	\$ 126.35	\$ 798.65	13.66
FUNC 34100 BUILDING INSPECTIONS							
1100	SALARIES - REGULAR	\$ 89,486.00	\$ 30,345.03	\$ 7,586.26	\$ 59,140.98	\$ 0.01	100.00
1300	SALARIES - PART TIME	\$ 945.00	\$ 0.00	\$ 0.00	\$ 944.72	\$ 0.28	99.97
2100	FICA	\$ 6,266.00	\$ 2,115.39	\$ 528.85	\$ 4,151.97	\$ 1.36	100.02
2210	VRSR - PLANS 1 AND 2	\$ 9,718.00	\$ 3,295.47	\$ 823.87	\$ 6,422.73	\$ 0.20	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 15,140.00	\$ 5,032.00	\$ 1,258.00	\$ 10,108.33	\$ 0.33	100.00
2400	LIFE INSURANCE	\$ 1,082.00	\$ 361.10	\$ 90.28	\$ 720.74	\$ 0.16	99.99
2700	WORKER'S COMPENSATION	\$ 1,050.00	\$ 0.00	\$ 0.00	\$ 1,389.19	\$ 339.19	132.30
3320	MAINTENANCE SERVICE CONTRACT	\$ 1,900.00	\$ 107.87	\$ 168.38	\$ 352.13	\$ 1,440.00	24.21
3500	PRINTING AND BINDING	\$ 600.00	\$ 0.00	\$ 0.00	\$ 36.50	\$ 563.50	6.08
5210	POSTAL SERVICES	\$ 150.00	\$ 0.00	\$ 2.65	\$ 7.83	\$ 142.17	5.22
5230	TELECOMMUNICATIONS	\$ 900.00	\$ 236.89	\$ 79.41	\$ 703.51	\$ 40.40	104.49
5540	TRAVEL CONVENTION & EDUCATION	\$ 400.00	\$ 0.00	\$ 0.00	\$ 2,334.24	\$ 1,934.24	583.56
5800	MISCELLANEOUS	\$ 6,195.00	\$ 0.00	\$ 0.00	\$ 17,561.93	\$ 11,366.93	283.49
5810	DUES, SUBSCRIPTIONS & MEMBERSHIPS	\$ 400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	0.00
6001	OFFICE SUPPLIES	\$ 500.00	\$ 0.00	\$ 52.45	\$ 132.95	\$ 367.05	26.59
6008	VEHICLE AND EQUIPMENT FUEL	\$ 2,500.00	\$ 0.00	\$ 120.47	\$ 984.23	\$ 1,515.77	39.37
6012	SUPPLIES - BOOKS AND SUBSCRIPTI	\$ 500.00	\$ 0.00	\$ 0.00	\$ 1,158.70	\$ 658.70	231.74
8202	FURNITURE & FIXTURES ADDITIONS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 305.48	\$ 305.48	100.00
34100	BUILDING INSPECTIONS	\$ 137,732.00	\$ 41,493.75	\$ 10,710.62	\$ 106,456.16	\$ 10,217.91	107.42
FUNC 35100 ANIMAL CONTROL							
1100	SALARIES - REGULAR	\$ 52,394.00	\$ 19,978.82	\$ 4,994.70	\$ 32,415.10	\$ 0.08	100.00
1300	SALARIES - PART TIME	\$ 7,430.00	\$ 0.00	\$ 0.00	\$ 7,429.97	\$ 0.03	100.00
2100	FICA	\$ 4,052.00	\$ 1,342.97	\$ 335.74	\$ 2,709.34	\$ 0.31	100.01
2210	VRSR - PLANS 1 AND 2	\$ 4,325.00	\$ 1,441.59	\$ 360.40	\$ 2,883.21	\$ 0.20	100.00
2220	VRSR - HYBRID	\$ 1,274.00	\$ 728.10	\$ 182.02	\$ 554.45	\$ 8.55	100.67
2300	HEALTH INSURANCE BENEFITS	\$ 9,749.00	\$ 4,058.36	\$ 1,014.59	\$ 5,691.07	\$ 0.43	100.00
2400	LIFE INSURANCE	\$ 621.00	\$ 237.74	\$ 59.44	\$ 382.97	\$ 0.29	99.95
2510	VLDP PLAN - HYBRID	\$ 69.00	\$ 39.55	\$ 9.89	\$ 29.67	\$ 0.22	100.32
2700	WORKER'S COMPENSATION	\$ 600.00	\$ 0.00	\$ 0.00	\$ 777.80	\$ 177.80	129.63
3100	PROFESSIONAL SERVICES	\$ 12,000.00	\$ 0.00	\$ 579.82	\$ 5,448.76	\$ 6,551.24	45.41
3320	MAINTENANCE SERVICE CONTRACT	\$ 0.00	\$ 37.21	\$ 0.00	\$ 37.79	\$ 75.00	100.00
3500	PRINTING AND BINDING	\$ 400.00	\$ 0.00	\$ 0.00	\$ 174.43	\$ 225.57	43.61
5210	POSTAL SERVICES	\$ 50.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 50.00	0.00
5230	TELECOMMUNICATIONS	\$ 1,350.00	\$ 55.21	\$ 49.89	\$ 400.22	\$ 894.57	33.74
5510	TRAVEL MILEAGE	\$ 450.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 450.00	0.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 700.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 700.00	0.00
5810	DUES, SUBSCRIPTIONS & MEMBERSHIPS	\$ 100.00	\$ 0.00	\$ 90.00	\$ 90.00	\$ 10.00	90.00
6001	OFFICE SUPPLIES	\$ 100.00	\$ 0.00	\$ 151.85	\$ 168.00	\$ 68.00	168.00
6004	MEDICAL AND LABORATORY SUPPLIES	\$ 3,000.00	\$ 0.00	\$ 189.65	\$ 1,396.71	\$ 1,603.29	46.56
6008	VEHICLE AND EQUIPMENT FUEL	\$ 1,750.00	\$ 0.00	\$ 100.98	\$ 827.55	\$ 922.45	47.29
6011	UNIFORM AND WEARING APPAREL	\$ 400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	0.00
6014	OTHER OPERATING SUPPLIES	\$ 4,500.00	\$ 0.00	\$ 193.70	\$ 2,335.97	\$ 2,164.03	51.91
35100	ANIMAL CONTROL	\$ 105,314.00	\$ 27,919.55	\$ 8,312.67	\$ 63,753.01	\$ 13,641.44	87.05
FUNC 35300 MEDICAL EXAMINER & INDIGENT BURIAL							
3100	PROFESSIONAL SERVICES	\$ 1,000.00	\$ 0.00	\$ 60.00	\$ 160.00	\$ 840.00	16.00
FUNC 35600 COMMUNICATIONS							
1100	SALARIES - REGULAR	\$ 385,016.00	\$ 128,192.63	\$ 32,298.17	\$ 257,720.33	\$ 896.96	100.23

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2100	FICA	\$ 28,857.00	\$ 9,597.58	\$ 2,418.51	\$ 19,316.13	\$ 56.71	100.20
2210	VSRS - PLANS 1 AND 2	\$ 35,829.00	\$ 11,942.80	\$ 2,985.71	\$ 23,885.81	\$ 0.39	100.00
2220	VSRS - HYBRID PLAN	\$ 5,689.00	\$ 1,978.91	\$ 494.73	\$ 3,710.43	\$ 0.34	100.01
2300	Health Insurance Benefits	\$ 51,909.00	\$ 17,464.68	\$ 4,366.17	\$ 34,444.23	\$ 0.09	100.00
2400	Life Insurance	\$ 4,621.00	\$ 1,525.46	\$ 381.39	\$ 3,095.27	\$ 0.27	99.99
2510	VLDP PLAN - HYBRID	\$ 309.00	\$ 107.50	\$ 26.88	\$ 201.60	\$ 0.10	100.03
2700	WORKER'S COMPENSATION	\$ 175.00	\$ 0.00	\$ 0.00	\$ 196.80	\$ 21.80	112.46
3000	PURCHASED SERVICES	\$ 200.00	\$ 0.00	\$ 0.00	\$ 23.98	\$ 176.02	11.99
3320	MAINTENANCE SERVICE CONTRACT	\$ 104,443.00	\$ 0.00	\$ 13,294.83	\$ 90,558.44	\$ 13,884.56	86.71
5230	TELECOMMUNICATIONS	\$ 25,250.00	\$ 214.23	\$ 1,100.10	\$ 17,705.92	\$ 7,329.85	70.97
5420	RENTAL OF BUILDINGS/TOWERS	\$ 27,500.00	\$ 8,280.00	\$ 2,070.00	\$ 19,234.37	\$ 14.37	100.05
5540	TRAVEL CONVENTION & EDUCATION	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 60.00	\$ 2,940.00	2.00
5810	DUES,SUBSCRIPTIONS & MEMBERSHIPS	\$ 300.00	\$ 0.00	\$ 0.00	\$ 230.00	\$ 70.00	76.67
6001	OFFICE SUPPLIES	\$ 1,800.00	\$ 0.00	\$ 28.70	\$ 664.78	\$ 1,135.22	36.93
6011	UNIFORM AND WEARING APPAREL	\$ 1,400.00	\$ 0.00	\$ 22.94	\$ 373.00	\$ 1,027.00	26.64
6014	OTHER OPERATING SUPPLIES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 101.99	\$ 398.01	20.40
6032	EDUCATIONAL/TRAINING MATERIALS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 269.95	\$ 269.95	100.00
35600	COMMUNICATIONS	\$ 676,798.00	\$ 179,303.79	\$ 59,488.13	\$ 471,793.03	\$ 25,701.18	96.20
3840	FUNC 42400 REFUSE DISPOSAL PURCHASED SERVICES	\$ 168,000.00	\$ 0.00	\$ 6,476.39	\$ 60,036.20	\$ 107,963.80	35.74
3000	FUNC 42600 LITTER CONTROL PROGRAM PURCHASED SERVICES	\$ 0.00	\$ 1,238.00	\$ 150.00	\$ 1,842.00	\$ 3,080.00	100.00
6014	OTHER OPERATING SUPPLIES	\$ 6,171.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 6,171.00	0.00
42600	LITTER CONTROL PROGRAM	\$ 6,171.00	\$ 1,238.00	\$ 150.00	\$ 1,842.00	\$ 3,091.00	49.91
3840	FUNC 42700 SANITATION PURCHASED SERVICES	\$ 27,000.00	\$ 0.00	\$ 2,454.20	\$ 17,179.40	\$ 9,820.60	63.63
5699	CIVIC CONTRIBUTIONS	\$ 45,000.00	\$ 0.00	\$ 0.00	\$ 45,000.00	\$ 0.00	100.00
42700	SANITATION	\$ 72,000.00	\$ 0.00	\$ 2,454.20	\$ 62,179.40	\$ 9,820.60	86.36
1100	FUNC 43200 GENERAL PROPERTY MAINTENANCE SALARIES - REGULAR	\$ 142,567.00	\$ 47,756.16	\$ 11,443.66	\$ 87,253.02	\$ 7,557.82	94.70
2100	FICA	\$ 10,169.00	\$ 3,397.11	\$ 813.04	\$ 6,252.78	\$ 519.11	94.90
2210	VSRS - PLANS 1 AND 2	\$ 13,377.00	\$ 4,376.48	\$ 1,151.33	\$ 8,682.34	\$ 318.18	97.62
2220	VSRS - HYBRID PLAN	\$ 2,013.00	\$ 753.25	\$ 73.50	\$ 786.06	\$ 473.69	76.47
2300	HEALTH INSURANCE BENEFITS	\$ 19,466.00	\$ 6,643.58	\$ 1,382.23	\$ 10,744.65	\$ 2,077.77	89.33
2400	LIFE INSURANCE	\$ 1,627.00	\$ 568.30	\$ 136.19	\$ 1,059.30	\$ 0.60	100.04
2510	VLDP PLAN - HYBRID	\$ 113.00	\$ 40.92	\$ 3.99	\$ 45.64	\$ 26.44	76.60
2700	WORKER'S COMPENSATION	\$ 3,500.00	\$ 0.00	\$ 0.00	\$ 4,211.49	\$ 711.49	120.33
3100	PROFESSIONAL SERVICES	\$ 9,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 9,500.00	0.00
3310	REPAIR & MAINTENANCE	\$ 8,100.00	\$ 0.00	\$ 4,996.00	\$ 8,812.50	\$ 712.50	108.80
3320	MAINTENANCE SERVICE CONTRACT	\$ 88,800.00	\$ 811.05	\$ 941.57	\$ 52,666.54	\$ 35,322.41	60.22
3340	CUSTODIAL SERVICE CONTRACTS	\$ 0.00	\$ 14,639.92	\$ 3,660.01	\$ 29,280.08	\$ 43,920.00	100.00
3600	ADVERTISING	\$ 750.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 750.00	0.00
5130	WATER & SEWER SERVICES	\$ 0.00	\$ 0.00	\$ 12.90	\$ 246.40	\$ 246.40	100.00
5230	TELECOMMUNICATIONS	\$ 3,900.00	\$ 563.12	\$ 664.31	\$ 1,887.29	\$ 1,449.59	62.83
5301	BOILER INSURANCE	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 3,586.00	\$ 1,586.00	179.30
5302	FIRE INSURANCE	\$ 19,500.00	\$ 0.00	\$ 0.00	\$ 19,899.00	\$ 399.00	102.05
5305	MOTOR VEHICLE INSURANCE	\$ 5,200.00	\$ 0.00	\$ 0.00	\$ 5,956.50	\$ 756.50	114.55
5308	GENERAL LIABILITY INSURANCE	\$ 8,500.00	\$ 0.00	\$ 0.00	\$ 8,707.00	\$ 207.00	102.44
5410	LEASE OF EQUIPMENT	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,500.00	0.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 800.00	\$ 0.00	\$ 0.00	\$ 245.84	\$ 554.16	30.73
6003	SUPPLIES - AGRICULTURAL	\$ 750.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 750.00	0.00
6005	LAUNDRY, HOUSEKEEPING, & JANITOR	\$ 15,000.00	\$ 1,164.67	\$ 570.39	\$ 3,835.33	\$ 10,000.00	33.33
6007	REPAIR AND MAINTENANCE SUPPLIES	\$ 13,000.00	\$ 4,898.97	\$ 182.27	\$ 5,869.85	\$ 2,231.18	82.84
6008	VEHICLE AND EQUIPMENT FUEL	\$ 10,000.00	\$ 0.00	\$ 319.50	\$ 2,731.66	\$ 7,268.34	27.32
6009	VEHICLE AND EQUIPMENT SUPPLIES	\$ 5,700.00	\$ 0.00	\$ 482.55	\$ 6,514.50	\$ 814.50	114.29
6014	OTHER OPERATING SUPPLIES	\$ 650.00	\$ 0.00	\$ 0.00	\$ 129.72	\$ 520.28	19.96
8201	MACHINERY & EQUIPMENT	\$ 5,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 5,000.00	0.00
8202	FURNITURE & FIXTURES ADDITIONS	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00
43200	GENERAL PROPERTY MAINTENANCE	\$ 391,682.00	\$ 85,613.53	\$ 26,833.44	\$ 269,403.49	\$ 36,664.98	90.64

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	FUNC 43202 101 CHALMERS COURT						
3100	PROFESSIONAL SERVICES	\$ 0.00	\$ 0.00	\$ 363.66	\$ 3,095.81	\$ 3,095.81	100.00
3310	REPAIR & MAINTENANCE	\$ 16,000.00	\$ 275.88	\$ 2,503.84	\$ 5,872.98	\$ 9,851.14	38.43
3320	MAINTENANCE SERVICE CONTRACTS	\$ 34,000.00	\$ 470.75	\$ 0.00	\$ 4,667.88	\$ 28,861.37	15.11
3340	CUSTODIAL SERVICE CONTRACTS	\$ 0.00	\$ 9,329.61	\$ 2,332.38	\$ 18,659.04	\$ 27,988.65	100.00
5110	ELECTRICAL SERVICES	\$ 28,000.00	\$ 0.00	\$ 2,693.82	\$ 16,415.79	\$ 11,584.21	58.63
5120	HEATING SERVICES	\$ 3,600.00	\$ 0.00	\$ 806.55	\$ 3,431.72	\$ 168.28	95.33
5130	WATER & SEWER SERVICES	\$ 2,275.00	\$ 0.00	\$ 94.05	\$ 595.67	\$ 1,679.33	26.18
5410	LEASE OF EQUIPMENT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 351.12	\$ 351.12	100.00
6000	MATERIALS AND SUPPLIES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 58.30	\$ 58.30	100.00
6007	REPAIR AND MAINT SUPPLIES	\$ 3,800.00	\$ 0.00	\$ 0.00	\$ 471.73	\$ 3,328.27	12.41

43202	101 CHALMERS COURT	\$ 87,675.00	\$ 10,076.24	\$ 8,794.30	\$ 53,620.04	\$ 23,978.72	72.65

	FUNC 43205 129 RAMSBURG LN MAINTENANCE DEPT						
3310	REPAIR & MAINTENANCE	\$ 9,000.00	\$ 0.00	\$ 0.00	\$ 198.00	\$ 8,802.00	2.20
3320	MAINTENANCE SERVICE CONTRACTS	\$ 300.00	\$ 0.00	\$ 0.00	\$ 104.50	\$ 195.50	34.83
5110	ELECTRICAL SERVICES	\$ 2,550.00	\$ 0.00	\$ 259.58	\$ 1,792.45	\$ 757.55	70.29
5120	HEATING SERVICES	\$ 3,340.00	\$ 0.00	\$ 0.00	\$ 927.65	\$ 2,412.35	27.77
5130	WATER & SEWER SERVICES	\$ 140.00	\$ 0.00	\$ 8.50	\$ 93.50	\$ 46.50	66.79

43205	129 RAMSBURG LN MAINTENANCE DEPT	\$ 15,330.00	\$ 0.00	\$ 268.08	\$ 3,116.10	\$ 12,213.90	20.33

	FUNC 43206 100 N CHRUCH ST/RADIO TOWER						
3310	REPAIR & MAINTENANCE	\$ 6,560.00	\$ 0.00	\$ 144.00	\$ 1,299.52	\$ 5,260.48	19.81
3320	MAINTENANCE SERVICE CONTRACTS	\$ 3,500.00	\$ 0.00	\$ 0.00	\$ 3,146.80	\$ 353.20	89.91
5110	ELECTRICAL SERVICES	\$ 10,500.00	\$ 0.00	\$ 1,071.21	\$ 6,416.15	\$ 4,083.85	61.11
5120	HEATING SERVICES	\$ 2,750.00	\$ 0.00	\$ 234.93	\$ 1,128.79	\$ 1,621.21	41.05
5130	WATER & SEWER SERVICES	\$ 4,230.00	\$ 0.00	\$ 337.90	\$ 2,103.50	\$ 2,126.50	49.73
6007	REPAIR AND MAINT SUPPLIES	\$ 500.00	\$ 0.00	\$ 38.89	\$ 450.55	\$ 49.45	90.11

43206	100 N CHRUCH ST/RADIO TOWER	\$ 28,040.00	\$ 0.00	\$ 1,826.93	\$ 14,545.31	\$ 13,494.69	51.87

	FUNC 43207 102 N CHRUCH ST						
3310	REPAIR & MAINTENANCE	\$ 9,500.00	\$ 0.00	\$ 144.00	\$ 608.01	\$ 8,891.99	6.40
3320	MAINTENANCE SERVICE CONTRACTS	\$ 500.00	\$ 0.00	\$ 0.00	\$ 1,567.80	\$ 1,067.80	313.56
5110	ELECTRICAL SERVICES	\$ 23,400.00	\$ 0.00	\$ 3,770.99	\$ 16,695.53	\$ 6,704.47	71.35
6007	REPAIR AND MAINT SUPPLIES	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 28.37	\$ 1,471.63	1.89

43207	102 N CHRUCH ST	\$ 34,900.00	\$ 0.00	\$ 3,914.99	\$ 18,899.71	\$ 16,000.29	54.15

	FUNC 43208 104 N CHURCH/106 N CHURCH ST						
3310	REPAIR & MAINTENANCE	\$ 8,500.00	\$ 0.00	\$ 4,365.86	\$ 6,292.67	\$ 2,207.33	74.03
3320	MAINTENANCE SERVICE CONTRACTS	\$ 1,900.00	\$ 0.00	\$ 0.00	\$ 1,719.80	\$ 180.20	90.52
5110	ELECTRICAL SERVICES	\$ 7,320.00	\$ 0.00	\$ 953.50	\$ 5,777.20	\$ 1,542.80	78.92
5120	HEATING SERVICES	\$ 3,800.00	\$ 0.00	\$ 676.67	\$ 1,782.34	\$ 2,017.66	46.90
5130	WATER & SEWER SERVICES	\$ 650.00	\$ 0.00	\$ 200.00	\$ 375.00	\$ 275.00	57.69
6007	REPAIR AND MAINT SUPPLIES	\$ 1,300.00	\$ 0.00	\$ 81.30	\$ 533.68	\$ 766.32	41.05

43208	104 N CHURCH/106 N CHURCH ST	\$ 23,470.00	\$ 0.00	\$ 6,277.33	\$ 16,480.69	\$ 6,989.31	70.22

	FUNC 43209 225 RAMSBURG LANE ANIMAL SHELTER						
3310	PROFESSIONAL SERVICES	\$ 9,000.00	\$ 0.00	\$ 0.00	\$ 1,648.03	\$ 7,351.97	18.31
3320	MAINTENANCE SERVICE CONTRACTS	\$ 850.00	\$ 0.00	\$ 0.00	\$ 513.00	\$ 337.00	60.35
5110	ELECTRICAL SERVICES	\$ 4,750.00	\$ 0.00	\$ 364.74	\$ 3,520.96	\$ 1,229.04	74.13
5120	HEATING SERVICES	\$ 6,850.00	\$ 0.00	\$ 648.85	\$ 4,058.77	\$ 2,791.23	59.25
5130	WATER & SEWER SERVICES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
6007	REPAIR AND MAINT SUPPLIES	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 15.99	\$ 1,984.01	0.80

43209	225 RAMSBURG LANE ANIMAL SHELTER	\$ 23,950.00	\$ 0.00	\$ 1,013.59	\$ 9,756.75	\$ 14,193.25	40.74

	FUNC 43210 524 WESTWOOD RD						
3310	REPAIR & MAINTENANCE	\$ 1,400.00	\$ 0.00	\$ 0.00	\$ 881.64	\$ 518.36	62.97
3320	MAINTENANCE SERVICE CONTRACTS	\$ 400.00	\$ 0.00	\$ 0.00	\$ 190.00	\$ 210.00	47.50
5110	ELECTRICAL SERVICES	\$ 1,662.00	\$ 0.00	\$ 118.45	\$ 812.32	\$ 849.68	48.88
5120	HEATING SERVICES	\$ 1,800.00	\$ 0.00	\$ 1,214.77	\$ 1,859.50	\$ 59.50	103.31

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6007	REPAIR AND MAINT SUPPLIES	\$ 300.00	\$ 0.00	\$ 0.00	\$ 13.99	\$ 286.01	4.66
43210	524 WESTWOOD RD	\$ 5,562.00	\$ 0.00	\$ 1,333.22	\$ 3,757.45	\$ 1,804.55	67.56
	FUNC 43211 225 AL SMITH CIR REC CENTER						
3310	REPAIR & MAINTENANCE	\$ 10,000.00	\$ 0.00	\$ 0.00	\$ 5,377.65	\$ 4,622.35	53.78
3320	MAINTENANCE SERVICE CONTRACTS	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 209.00	\$ 1,291.00	13.93
3340	CUSTODIAL SERVICE CONTRACTS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,100.55	\$ 1,100.55	100.00
5110	ELECTRICAL SERVICES	\$ 20,900.00	\$ 0.00	\$ 2,087.93	\$ 14,770.83	\$ 6,129.17	70.67
5120	HEATING SERVICES	\$ 4,670.00	\$ 0.00	\$ 689.07	\$ 2,882.65	\$ 1,787.35	61.73
5130	WATER & SEWER SERVICES	\$ 2,115.00	\$ 0.00	\$ 102.00	\$ 850.00	\$ 1,265.00	40.19
6007	REPAIR AND MAINT SUPPLIES	\$ 3,200.00	\$ 0.00	\$ 0.00	\$ 308.19	\$ 2,891.81	9.63
43211	225 AL SMITH CIR REC CENTER	\$ 42,385.00	\$ 0.00	\$ 2,879.00	\$ 25,498.87	\$ 16,886.13	60.16
	FUNC 43212 225 AL SMITH CIR PARK OFFICE/GROUNDS						
3310	REPAIR & MAINTENANCE	\$ 7,500.00	\$ 1,695.00	\$ 705.00	\$ 4,473.30	\$ 1,331.70	82.24
5110	ELECTRICAL SERVICES	\$ 7,020.00	\$ 0.00	\$ 146.05	\$ 2,157.38	\$ 4,862.62	30.73
5120	HEATING SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 71.00	\$ 71.00	100.00
5130	WATER & SEWER SERVICES	\$ 2,313.00	\$ 0.00	\$ 63.00	\$ 1,107.00	\$ 1,206.00	47.86
6007	REPAIR AND MAINT SUPPLIES	\$ 7,800.00	\$ 0.00	\$ 10.98	\$ 569.91	\$ 7,230.09	7.31
43212	225 AL SMITH CIR PARK OFFICE/GRO	\$ 24,633.00	\$ 1,695.00	\$ 925.03	\$ 8,378.59	\$ 14,559.41	40.89
	FUNC 43213 225 AL SMITH CIR POOL						
3310	REPAIR & MAINTENANCE	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 846.32	\$ 653.68	56.42
5110	ELECTRICAL SERVICES	\$ 4,410.00	\$ 0.00	\$ 59.09	\$ 3,541.12	\$ 868.88	80.30
5130	WATER & SEWER SERVICES	\$ 9,800.00	\$ 0.00	\$ 20.00	\$ 5,055.00	\$ 4,745.00	51.58
6007	REPAIR AND MAINT SUPPLIES	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 488.10	\$ 511.90	48.81
43213	225 AL SMITH CIR POOL	\$ 16,710.00	\$ 0.00	\$ 79.09	\$ 9,930.54	\$ 6,779.46	59.43
	FUNC 43214 225 AL SMITH CIR BASEBALL						
3310	REPAIR & MAINTENANCE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 509.79	\$ 509.79	100.00
5110	ELECTRICAL SERVICES	\$ 1,420.00	\$ 0.00	\$ 27.39	\$ 664.64	\$ 755.36	46.81
6007	REPAIR AND MAINT SUPPLIES	\$ 10,000.00	\$ 0.00	\$ 6.58	\$ 1,614.90	\$ 8,385.10	16.15
43214	225 AL SMITH CIR BASEBALL	\$ 11,420.00	\$ 0.00	\$ 33.97	\$ 2,789.33	\$ 8,630.67	24.42
	FUNC 43215 225 AL SMITH CIR SOCCER						
3310	REPAIR & MAINTENANCE	\$ 750.00	\$ 0.00	\$ 0.00	\$ 682.24	\$ 67.76	90.97
5110	ELECTRICAL SERVICES	\$ 650.00	\$ 0.00	\$ 31.81	\$ 317.87	\$ 332.13	48.90
6007	REPAIR AND MAINT SUPPLIES	\$ 4,500.00	\$ 0.00	\$ 0.00	\$ 3,290.25	\$ 1,209.75	73.12
43215	225 AL SMITH CIR SOCCER	\$ 5,900.00	\$ 0.00	\$ 31.81	\$ 4,290.36	\$ 1,609.64	72.72
	FUNC 43232 32 E MAIN ST						
6007	REPAIR AND MAINT SUPPLIES	\$ 250.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 250.00	0.00
	FUNC 43236 36 E MAIN ST						
3310	REPAIR & MAINTENANCE	\$ 1,500.00	\$ 0.00	\$ 1,156.50	\$ 1,882.68	\$ 382.68	125.51
5130	WATER & SEWER SERVICES	\$ 525.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 525.00	0.00
6007	REPAIR AND MAINT SUPPLIES	\$ 250.00	\$ 0.00	\$ 0.00	\$ 110.29	\$ 139.71	44.12
43236	36 E MAIN ST	\$ 2,275.00	\$ 0.00	\$ 1,156.50	\$ 1,992.97	\$ 282.03	87.60
	FUNC 43237 311 E MAIN ST						
3310	REPAIR & MAINTENANCE	\$ 5,540.00	\$ 0.00	\$ 144.00	\$ 4,312.62	\$ 1,227.38	77.85
3320	MAINTENANCE SERVICE CONTRACTS	\$ 1,900.00	\$ 0.00	\$ 0.00	\$ 1,700.80	\$ 199.20	89.52
5110	ELECTRICAL SERVICES	\$ 8,250.00	\$ 0.00	\$ 1,209.97	\$ 4,584.79	\$ 3,665.21	55.57
5130	WATER & SEWER SERVICES	\$ 870.00	\$ 0.00	\$ 75.00	\$ 600.00	\$ 270.00	68.97
6007	REPAIR AND MAINT SUPPLIES	\$ 2,750.00	\$ 0.00	\$ 0.00	\$ 465.96	\$ 2,284.04	16.94
43237	311 E MAIN ST	\$ 19,310.00	\$ 0.00	\$ 1,428.97	\$ 11,664.17	\$ 7,645.83	60.40
	FUNC 51100 LOCAL HEALTH DEPARTMENT						
5610	CIVIC CONTRIBUTIONS	\$ 205,000.00	\$ 0.00	\$ 0.00	\$ 102,500.00	\$ 102,500.00	50.00

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5699	FUNC 51200 OUR HEALTH CIVIC CONTRIBUTIONS	\$ 5,000.00	\$ 0.00	\$ 0.00	\$ 5,000.00	\$ 0.00	100.00
5620	FUNC 52500 NORTHWESTERN COMMUNITY SERVICES CIVIC CONTRIBUTIONS	\$ 85,000.00	\$ 0.00	\$ 0.00	\$ 63,750.00	\$ 21,250.00	75.00
5699	FUNC 52800 CONCERN HOTLINE CIVIC CONTRIBUTIONS	\$ 750.00	\$ 0.00	\$ 0.00	\$ 750.00	\$ 0.00	100.00
5699	FUNC 52900 NW WORKS CIVIC CONTRIBUTIONS	\$ 750.00	\$ 0.00	\$ 0.00	\$ 750.00	\$ 0.00	100.00
5699	FUNC 53230 SHENANDOAH AREA AGENCY ON AGING CIVIC CONTRIBUTIONS	\$ 40,000.00	\$ 0.00	\$ 0.00	\$ 20,000.00	\$ 20,000.00	50.00
5699	FUNC 53240 LOUDOUN TRANSIT SERVICE CIVIC CONTRIBUTIONS	\$ 19,302.00	\$ 0.00	\$ 0.00	\$ 14,476.50	\$ 4,825.50	75.00
5699	FUNC 53500 THE LAUREL CENTER (SHELTER FOR ABUSED WOMEN) CIVIC CONTRIBUTIONS	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 2,000.00	\$ 0.00	100.00
5699	FUNC 53600 ACCESS INDEPENDENCE CIVIC CONTRIBUTIONS	\$ 750.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 750.00	0.00
5699	FUNC 69100 LORD FAIRFAX COMMUNITY COLLEGE CIVIC CONTRIBUTIONS	\$ 17,534.00	\$ 0.00	\$ 0.00	\$ 8,767.00	\$ 8,767.00	50.00
1100	FUNC 71100 PARKS ADMINISTRATION SALARIES - REGULAR	\$ 242,759.00	\$ 80,919.66	\$ 20,229.92	\$ 161,839.34	\$ 0.00	100.00
1300	SALARIES - PART TIME	\$ 16,020.00	\$ 0.00	\$ 0.00	\$ 7,004.25	\$ 9,015.75	43.72
2100	FICA	\$ 17,595.00	\$ 5,457.54	\$ 1,364.39	\$ 11,449.57	\$ 687.89	96.09
2210	VSRS - PLANS 1 AND 2	\$ 26,364.00	\$ 8,787.87	\$ 2,196.97	\$ 17,575.71	\$ 0.42	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 36,014.00	\$ 12,004.52	\$ 3,001.13	\$ 24,009.04	\$ 0.44	100.00
2400	LIFE INSURANCE	\$ 2,935.00	\$ 962.96	\$ 240.73	\$ 1,972.34	\$ 0.30	100.01
2700	WORKER'S COMPENSATION	\$ 6,750.00	\$ 0.00	\$ 0.00	\$ 9,870.02	\$ 3,120.02	146.22
3180	CREDIT CARD MERCHANT FEES	\$ 3,500.00	\$ 0.00	\$ 0.00	\$ 874.86	\$ 2,625.14	25.00
3300	PURCHASED SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 53.54	\$ 53.54	100.00
3320	MAINTENANCE SERVICE CONTRACT	\$ 6,156.00	\$ 1,630.62	\$ 61.54	\$ 1,134.18	\$ 3,391.20	44.91
3500	PRINTING AND BINDING	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 39.88	\$ 960.12	3.99
3600	ADVERTISING	\$ 885.00	\$ 0.00	\$ 0.00	\$ 459.00	\$ 426.00	51.86
5210	POSTAL SERVICES	\$ 5,590.00	\$ 0.00	\$ 56.41	\$ 830.26	\$ 4,759.74	14.85
5230	TELECOMMUNICATIONS	\$ 2,000.00	\$ 0.00	\$ 74.56	\$ 519.77	\$ 1,480.23	25.99
5400	LEASES AND RENTALS	\$ 530.00	\$ 0.00	\$ 0.00	\$ 711.27	\$ 181.27	134.20
5540	TRAVEL CONVENTION & EDUCATION	\$ 2,274.00	\$ 0.00	\$ 0.00	\$ 986.72	\$ 1,287.28	43.39
5810	DUES, SUBSCRIPTIONS & MEMBERSHIPS	\$ 1,800.00	\$ 0.00	\$ 172.00	\$ 752.00	\$ 1,048.00	41.78
6001	OFFICE SUPPLIES	\$ 2,500.00	\$ 0.00	\$ 294.35	\$ 1,046.86	\$ 1,453.14	41.87
6003	SUPPLIES - AGRICULTURAL	\$ 2,495.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,495.00	0.00
6008	VEHICLE AND EQUIPMENT FUEL	\$ 1,400.00	\$ 0.00	\$ 31.68	\$ 396.73	\$ 1,003.27	28.34
6011	UNIFORM AND WEARING APPAREL	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 357.70	\$ 642.30	35.77
6013	SUPPLIES - EDUCATIONAL AND REC	\$ 1,010.00	\$ 0.00	\$ 0.00	\$ 1,043.65	\$ 33.65	103.33
6014	OTHER OPERATING SUPPLIES	\$ 1,856.00	\$ 0.00	\$ 0.00	\$ 1,097.29	\$ 758.71	59.12
71100	PARKS ADMINISTRATION	\$ 382,433.00	\$ 109,763.17	\$ 27,723.68	\$ 244,023.98	\$ 28,645.85	92.51
1100	FUNC 71310 CLARKE COUNTY RECREATION CENTER SALARIES - REGULAR	\$ 45,012.00	\$ 15,004.15	\$ 3,751.04	\$ 30,008.30	\$ 0.45	100.00
1300	SALARIES - PART TIME	\$ 29,300.00	\$ 0.00	\$ 2,913.44	\$ 17,912.60	\$ 11,387.40	61.14
2100	FICA	\$ 5,649.00	\$ 1,135.70	\$ 506.86	\$ 3,641.97	\$ 871.33	84.58
2210	VSRS - PLANS 1 AND 2	\$ 4,888.00	\$ 1,629.46	\$ 407.36	\$ 3,258.89	\$ 0.35	100.01
2300	HEALTH INSURANCE BENEFITS	\$ 5,822.00	\$ 1,940.52	\$ 485.13	\$ 3,881.04	\$ 0.44	99.99
2400	LIFE INSURANCE	\$ 544.00	\$ 178.54	\$ 44.64	\$ 365.74	\$ 0.28	100.05
2700	WORKER'S COMPENSATION	\$ 560.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 560.00	0.00
3600	ADVERTISING	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00
5830	REFUNDS	\$ 200.00	\$ 0.00	\$ 0.00	\$ 311.00	\$ 111.00	155.50
6001	OFFICE SUPPLIES	\$ 250.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 250.00	0.00
6002	SUPPLIES - FOOD	\$ 1,300.00	\$ 0.00	\$ 0.00	\$ 102.19	\$ 1,197.81	7.86

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6013	SUPPLIES - EDUCATIONAL AND REC	\$ 5,550.00	\$ 0.00	\$ 0.00	\$ 4,084.13	\$ 1,465.87	73.59
6014	OTHER OPERATING SUPPLIES	\$ 4,200.00	\$ 0.00	\$ 70.68	\$ 1,520.12	\$ 2,679.88	36.19
6015	MERCHANDISE FOR RESALE	\$ 5,000.00	\$ 0.00	\$ 41.48	\$ 315.89	\$ 4,684.11	6.32
71310	CLARKE COUNTY RECREATION CENTER	\$ 108,475.00	\$ 19,888.37	\$ 8,220.63	\$ 65,401.87	\$ 23,184.76	78.63
	FUNC 71320 SWIMMING POOL						
1300	SALARIES - PART TIME	\$ 60,251.00	\$ 0.00	\$ 0.00	\$ 40,172.73	\$ 20,078.27	66.68
2100	FICA	\$ 4,610.00	\$ 0.00	\$ 0.00	\$ 3,073.10	\$ 1,536.90	66.66
3100	PROFESSIONAL SERVICES	\$ 2,900.00	\$ 0.00	\$ 0.00	\$ 475.00	\$ 2,425.00	16.38
3600	ADVERTISING	\$ 79.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 79.00	0.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 350.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 350.00	0.00
5810	DUES,SUBSCRIPTIONS & MEMBERSHIPS	\$ 1,725.00	\$ 0.00	\$ 0.00	\$ 950.00	\$ 775.00	55.07
5830	REFUNDS	\$ 500.00	\$ 0.00	\$ 0.00	\$ 28.00	\$ 472.00	5.60
6011	UNIFORM AND WEARING APPAREL	\$ 1,143.00	\$ 0.00	\$ 0.00	\$ 32.19	\$ 1,110.81	2.82
6013	SUPPLIES - EDUCATIONAL AND REC	\$ 1,700.00	\$ 0.00	\$ 0.00	\$ 79.82	\$ 1,620.18	4.70
6014	OTHER OPERATING SUPPLIES	\$ 1,700.00	\$ 0.00	\$ 0.00	\$ 392.63	\$ 1,307.37	23.10
6015	MERCHANDISE FOR RESALE	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 23.94	\$ 1,976.06	1.20
6026	POOL CHEMICALS	\$ 11,000.00	\$ 1,385.00	\$ 0.00	\$ 1,680.63	\$ 7,934.37	27.87
71320	SWIMMING POOL	\$ 87,958.00	\$ 1,385.00	\$ 0.00	\$ 46,908.04	\$ 39,664.96	54.90
	FUNC 71330 CONCESSION STAND						
1300	SALARIES - PART TIME	\$ 5,290.00	\$ 0.00	\$ 0.00	\$ 1,785.63	\$ 3,504.37	33.75
2100	FICA	\$ 513.00	\$ 0.00	\$ 0.00	\$ 136.58	\$ 376.42	26.62
6001	OFFICE SUPPLIES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
6015	MERCHANDISE FOR RESALE	\$ 10,097.00	\$ 0.00	\$ 0.00	\$ 3,451.40	\$ 6,645.60	34.18
71330	CONCESSION STAND	\$ 16,000.00	\$ 0.00	\$ 0.00	\$ 5,373.61	\$ 10,626.39	33.59
	FUNC 71350 PROGRAMS						
1100	SALARIES - REGULAR	\$ 34,400.00	\$ 11,466.90	\$ 2,866.72	\$ 22,933.78	\$ 0.68	100.00
1300	SALARIES - PART TIME	\$ 94,500.00	\$ 0.00	\$ 4,429.63	\$ 53,589.06	\$ 40,910.94	56.71
2100	FICA	\$ 9,633.00	\$ 813.57	\$ 542.22	\$ 5,730.92	\$ 3,088.51	67.94
2210	VSRS - PLANS 1 AND 2	\$ 3,736.00	\$ 1,245.30	\$ 311.33	\$ 2,490.61	\$ 0.09	100.00
2300	HOSPITAL/MEDICAL PLANS	\$ 5,822.00	\$ 1,940.52	\$ 485.13	\$ 3,881.04	\$ 0.44	99.99
2400	LIFE INSURANCE	\$ 416.00	\$ 136.46	\$ 34.11	\$ 279.25	\$ 0.29	99.93
2700	WORKER'S COMPENSATION	\$ 750.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 750.00	0.00
3100	PROFESSIONAL SERVICES	\$ 56,000.00	\$ 43,695.20	\$ 3,720.52	\$ 32,380.50	\$ 20,075.70	135.85
3500	PRINTING AND BINDING	\$ 7,000.00	\$ 3,720.00	\$ 0.00	\$ 3,130.00	\$ 150.00	97.86
3600	ADVERTISING	\$ 1,700.00	\$ 0.00	\$ 0.00	\$ 786.30	\$ 913.70	46.25
5210	POSTAL SERVICES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
5300	NSURANCE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 185.00	\$ 185.00	100.00
5400	LEASES AND RENTALS	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 292.50	\$ 707.50	29.25
5540	TRAVEL CONVENTION & EDUCATION	\$ 500.00	\$ 0.00	\$ 0.00	\$ 40.00	\$ 460.00	8.00
5560	GROUP TRIPS	\$ 5,000.00	\$ 0.00	\$ 0.00	\$ 2,381.06	\$ 2,618.94	47.62
5810	DUES,SUBSCRIPTIONS & MEMBERSHIPS	\$ 500.00	\$ 0.00	\$ 27.00	\$ 234.00	\$ 266.00	46.80
5830	REFUNDS	\$ 7,500.00	\$ 0.00	\$ 45.00	\$ 1,547.00	\$ 5,953.00	20.63
6001	OFFICE SUPPLIES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
6002	SUPPLIES - FOOD	\$ 7,000.00	\$ 0.00	\$ 295.79	\$ 2,469.23	\$ 4,530.77	35.27
6011	UNIFORM AND WEARING APPAREL	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 240.55	\$ 1,759.45	12.03
6013	SUPPLIES - EDUCATIONAL AND REC	\$ 6,500.00	\$ 0.00	\$ 156.72	\$ 3,600.85	\$ 2,899.15	55.40
6014	OTHER OPERATING SUPPLIES	\$ 2,000.00	\$ 0.00	\$ 96.52	\$ 497.06	\$ 1,502.94	24.85
6015	MERCHANDISE FOR RESALE	\$ 6,000.00	\$ 1,797.00	\$ 0.00	\$ 1,863.00	\$ 2,340.00	61.00
71350	PROGRAMS	\$ 252,157.00	\$ 64,814.95	\$ 13,010.69	\$ 138,551.71	\$ 48,790.34	80.65
	FUNC 72600 VIRGINIA COMMISSION FOR THE ARTS						
5699	CIVIC CONTRIBUTIONS	\$ 10,000.00	\$ 0.00	\$ 0.00	\$ 10,000.00	\$ 0.00	100.00
	FUNC 73200 REGIONAL LIBRARY						
5699	CIVIC CONTRIBUTIONS	\$ 185,000.00	\$ 0.00	\$ 0.00	\$ 138,750.00	\$ 46,250.00	75.00
	FUNC 81110 PLANNING ADMINISTRATION						
1100	SALARIES - REGULAR	\$ 238,613.00	\$ 98,871.10	\$ 24,717.80	\$ 166,627.34	\$ 26,885.44	111.27
2100	FICA	\$ 18,179.00	\$ 7,347.43	\$ 1,836.87	\$ 12,601.21	\$ 1,769.64	109.73
2210	VSRS - PLANS 1 AND 2	\$ 25,913.00	\$ 10,737.40	\$ 2,684.36	\$ 17,800.54	\$ 2,624.94	110.13

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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For FEBRUARY	Expenditures Year-to-Date	Available Balance	Percent Used
2300	HEALTH INSURANCE BENEFITS	\$ 20,375.00	\$ 9,883.30	\$ 2,470.83	\$ 15,129.42	\$ 4,637.72	122.76
2400	LIFE INSURANCE	\$ 2,885.00	\$ 1,176.57	\$ 294.14	\$ 1,996.46	\$ 288.03	109.98
2700	WORKER'S COMPENSATION	\$ 3,650.00	\$ 0.00	\$ 0.00	\$ 4,937.52	\$ 1,287.52	135.27
3100	PROFESSIONAL SERVICES	\$ 20,000.00	\$ 0.00	\$ 132.00	\$ 6,937.00	\$ 13,063.00	34.69
3140	ENGINEERING & ARCHITECTURAL	\$ 3,000.00	\$ 0.00	\$ 370.00	\$ 3,140.00	\$ 140.00	104.67
3320	MAINTENANCE SERVICE CONTRACT	\$ 700.00	\$ 433.70	\$ 0.00	\$ 146.30	\$ 120.00	82.86
3500	PRINTING AND BINDING	\$ 3,000.00	\$ 0.00	\$ 39.95	\$ 639.30	\$ 2,360.70	21.31
3600	ADVERTISING	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 1,836.04	\$ 163.96	91.80
5210	POSTAL SERVICES	\$ 1,500.00	\$ 0.00	\$ 509.36	\$ 1,041.68	\$ 458.32	69.45
5230	TELECOMMUNICATIONS	\$ 400.00	\$ 0.00	\$ 19.00	\$ 159.52	\$ 240.48	39.88
5510	TRAVEL MILEAGE	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 459.76	\$ 1,540.24	22.99
5540	TRAVEL CONVENTION & EDUCATION	\$ 1,500.00	\$ 0.00	\$ 576.34	\$ 588.34	\$ 911.66	39.22
5810	DUES,SUBSCRIPTIONS & MEMBERSHIPS	\$ 750.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 750.00	0.00
6001	OFFICE SUPPLIES	\$ 2,500.00	\$ 0.00	\$ 846.89	\$ 1,707.15	\$ 792.85	68.29
6012	SUPPLIES - BOOKS AND SUBSCRIPTI	\$ 1,000.00	\$ 0.00	\$ 119.64	\$ 172.64	\$ 827.36	17.26
81110	PLANNING ADMINISTRATION	\$ 347,965.00	\$ 128,449.50	\$ 34,617.18	\$ 235,920.22	\$ 16,404.72	104.71
5699	FUNC 81300 HELP WITH HOUSING CIVIC CONTRIBUTIONS	\$ 5,400.00	\$ 0.00	\$ 0.00	\$ 5,400.00	\$ 0.00	100.00
1300	FUNC 81400 BOARD OF ZONING APPEALS SALARIES - PART TIME	\$ 250.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 250.00	0.00
2100	FICA	\$ 20.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 20.00	0.00
3100	PROFESSIONAL SERVICES	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,000.00	0.00
3160	BOARD MEMBER FEES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 100.00	\$ 400.00	20.00
3600	ADVERTISING	\$ 500.00	\$ 0.00	\$ 0.00	\$ 300.00	\$ 200.00	60.00
5210	POSTAL SERVICES	\$ 50.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 50.00	0.00
5810	DUES,SUBSCRIPTIONS & MEMBERSHIPS	\$ 150.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 150.00	0.00
81400	BOARD OF ZONING APPEALS	\$ 3,470.00	\$ 0.00	\$ 0.00	\$ 400.00	\$ 3,070.00	11.53
1100	FUNC 81510 OFFICE OF ECONOMIC DEVELOPMENT SALARIES - REGULAR	\$ 34,441.00	\$ 11,480.53	\$ 2,870.09	\$ 22,960.79	\$ 0.32	100.00
2100	FICA	\$ 2,664.00	\$ 888.81	\$ 222.19	\$ 1,776.59	\$ 1.40	100.05
2210	VSRS - PLANS 1 AND 2	\$ 3,740.00	\$ 1,246.79	\$ 311.69	\$ 2,493.51	\$ 0.30	100.01
2300	HOSPITAL/MEDICAL PLANS	\$ 2,911.00	\$ 970.30	\$ 242.56	\$ 1,940.48	\$ 0.22	99.99
2400	LIFE INSURANCE	\$ 416.00	\$ 136.63	\$ 34.15	\$ 279.84	\$ 0.47	100.11
3100	PROFESSIONAL SERVICES	\$ 61,600.00	\$ 0.00	\$ 0.00	\$ 850.00	\$ 60,750.00	1.38
3500	PRINTING AND BINDING	\$ 500.00	\$ 0.00	\$ 0.00	\$ 500.00	\$ 0.00	100.00
3600	ADVERTISING	\$ 0.00	\$ 0.00	\$ 766.80	\$ 791.80	\$ 791.80	100.00
5210	POSTAGE	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
5699	CIVIC CONTRIBUTIONS	\$ 750.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 750.00	0.00
6001	OFFICE SUPPLIES	\$ 400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	0.00
81510	OFFICE OF ECONOMIC DEVELOPMENT	\$ 107,522.00	\$ 14,723.06	\$ 4,447.48	\$ 31,593.01	\$ 61,205.93	43.08
3100	FUNC 81520 BERRYVILLE DEVELOPMENT AUTHORITY PROFESSIONAL SERVICES	\$ 4,500.00	\$ 0.00	\$ 32.00	\$ 32.00	\$ 4,468.00	0.71
3160	BOARD MEMBER FEES	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 175.00	\$ 825.00	17.50
3600	ADVERTISING	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
5210	POSTAL SERVICES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
81520	BERRYVILLE DEVELOPMENT AUTHORITY	\$ 6,100.00	\$ 0.00	\$ 32.00	\$ 207.00	\$ 5,893.00	3.39
5699	FUNC 81530 SMALL BUSINESS DEVELOPMENT CENTER CIVIC CONTRIBUTIONS	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 1,500.00	\$ 0.00	100.00
5699	FUNC 81540 BLANDY EXPERIMENTAL FARM CIVIC CONTRIBUTIONS	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 3,000.00	\$ 0.00	100.00
1300	FUNC 81600 PLANNING COMMISSION SALARIES - PART TIME	\$ 500.00	\$ 0.00	\$ 0.00	\$ 400.00	\$ 100.00	80.00
2100	FICA	\$ 39.00	\$ 0.00	\$ 0.00	\$ 30.59	\$ 8.41	78.44
3100	PROFESSIONAL SERVICES	\$ 8,000.00	\$ 0.00	\$ 0.00	\$ 207.50	\$ 7,792.50	2.59
3160	BOARD MEMBER FEES	\$ 10,000.00	\$ 0.00	\$ 450.00	\$ 4,600.00	\$ 5,400.00	46.00
3600	ADVERTISING	\$ 600.00	\$ 0.00	\$ 0.00	\$ 514.80	\$ 85.20	85.80

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5210	POSTAL SERVICES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
5810	DUES, SUBSCRIPTIONS & MEMBERSHIPS	\$ 261.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 261.00	0.00
81600	PLANNING COMMISSION	\$ 20,000.00	\$ 0.00	\$ 450.00	\$ 5,752.89	\$ 14,247.11	28.76
	FUNC 81700 BOARD OF SEPTIC APPEALS						
1300	SALARIES - PART TIME	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00
2100	FICA	\$ 16.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 16.00	0.00
3160	BOARD MEMBER FEES	\$ 200.00	\$ 0.00	\$ 0.00	\$ 150.00	\$ 50.00	75.00
3600	ADVERTISING	\$ 484.00	\$ 0.00	\$ 0.00	\$ 986.40	\$ 502.40	203.80
5210	POSTAL SERVICES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
81700	BOARD OF SEPTIC APPEALS	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 1,136.40	\$ 136.40	113.64
	FUNC 81800 HISTORIC PRESERVATION COMMISSION						
3100	PROFESSIONAL SERVICES	\$ 29,850.00	\$ 0.00	\$ 3,290.00	\$ 14,866.20	\$ 14,983.80	49.80
3160	BOARD MEMBER FEES	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 325.00	\$ 675.00	32.50
3600	ADVERTISING	\$ 250.00	\$ 0.00	\$ 0.00	\$ 143.00	\$ 107.00	57.20
5210	POSTAL SERVICES	\$ 200.00	\$ 0.00	\$ 0.00	\$ 26.40	\$ 173.60	13.20
5540	TRAVEL CONVENTION & EDUCATION	\$ 350.00	\$ 0.00	\$ 0.00	\$ 473.46	\$ 123.46	135.27
81800	HISTORIC PRESERVATION COMMISSION	\$ 31,650.00	\$ 0.00	\$ 3,290.00	\$ 15,834.06	\$ 15,815.94	50.03
	FUNC 81910 NORTHERN SHENANDOAH VALLEY REGIONAL COMM						
5699	CIVIC CONTRIBUTIONS	\$ 5,776.00	\$ 0.00	\$ 0.00	\$ 5,776.22	\$ 0.22	100.00
	FUNC 81920 REGIONAL AIRPORT AUTHORITY						
5699	CIVIC CONTRIBUTIONS	\$ 2,500.00	\$ 0.00	\$ 625.00	\$ 1,875.00	\$ 625.00	75.00
	FUNC 82200 FRIENDS OF THE SHENANDOAH						
5699	CIVIC CONTRIBUTIONS	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 3,000.00	\$ 0.00	100.00
	FUNC 82210 WATER QUALITY MANAGEMENT						
3000	PURCHASED SERVICES	\$ 30,000.00	\$ 15,000.00	\$ 0.00	\$ 15,000.00	\$ 0.00	100.00
	FUNC 82400 LORD FAIRFAX SOIL AND WATER CONSERV						
5699	CIVIC CONTRIBUTIONS	\$ 5,000.00	\$ 0.00	\$ 0.00	\$ 5,000.00	\$ 0.00	100.00
	FUNC 82600 BIO-SOLIDS APPLICATION						
1300	SALARIES - PART TIME	\$ 12,228.00	\$ 0.00	\$ 0.00	\$ 6,077.00	\$ 6,151.00	49.70
2100	FICA	\$ 936.00	\$ 0.00	\$ 0.00	\$ 464.87	\$ 471.13	49.67
2700	WORKER'S COMPENSATION	\$ 150.00	\$ 0.00	\$ 0.00	\$ 137.33	\$ 12.67	91.55
3100	PROFESSIONAL SERVICES	\$ 400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	0.00
5510	TRAVEL MILEAGE	\$ 2,047.00	\$ 0.00	\$ 0.00	\$ 1,476.16	\$ 570.84	72.11
82600	BIO-SOLIDS APPLICATION	\$ 15,761.00	\$ 0.00	\$ 0.00	\$ 8,155.36	\$ 7,605.64	51.74
	FUNC 83100 COOPERATIVE EXTENSION						
3100	PROFESSIONAL SERVICES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
3320	MAINTENANCE SERVICE CONTRACTS	\$ 300.00	\$ 343.96	\$ 0.00	\$ 116.04	\$ 160.00	153.33
3841	VPI EXTENSION AGENT	\$ 37,036.00	\$ 0.00	\$ 7,979.76	\$ 15,643.99	\$ 21,392.01	42.24
5210	POSTAGE	\$ 64.00	\$ 0.00	\$ 254.92	\$ 534.10	\$ 470.10	834.53
5230	TELECOMMUNICATIONS	\$ 500.00	\$ 0.00	\$ 15.93	\$ 106.39	\$ 393.61	21.28
5810	DUES, SUBSCRIPTIONS & MEMBERSHIPS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 130.00	\$ 130.00	100.00
6014	OTHER OPERATING SUPPLIES	\$ 2,000.00	\$ 0.00	\$ 24.36	\$ 781.78	\$ 1,218.22	39.09
83100	COOPERATIVE EXTENSION	\$ 40,000.00	\$ 343.96	\$ 8,274.97	\$ 17,312.30	\$ 22,343.74	44.14
	FUNC 83400 4-H CENTER						
5699	CIVIC CONTRIBUTIONS	\$ 2,300.00	\$ 0.00	\$ 0.00	\$ 2,300.00	\$ 0.00	100.00
	FUNC 91600 CONTINGENCIES						
1000	PERSONNEL	\$ 36,938.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 36,938.00	0.00
3140	ENGINEERING & ARCHITECTURAL	\$ 12,150.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 12,150.00	0.00
3150	LEGAL	\$ 20,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 20,000.00	0.00
8000	MINOR CAPITAL	\$ 15,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 15,000.00	0.00

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91600	CONTINGENCIES	\$ 84,088.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 84,088.00	0.00
000	NON-CATEGORICAL	\$ 8,867,187.00	\$ 1,741,494.71	\$ 563,636.94	\$ 5,628,537.03	\$ 1,497,155.26	83.12
PJT 111 E911							
FUNC 35610							
5230	TELECOMMUNICATIONS	\$ 37,284.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 37,284.00	0.00
6032	EDUCATIONAL/TRAINING MATERIALS	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,000.00	0.00
35610		\$ 39,284.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 39,284.00	0.00
111	E911	\$ 39,284.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 39,284.00	0.00
PJT 126 V-STOP GRANT							
FUNC 22100 COMMONWEALTH'S ATTORNEY							
1100	SALARIES - REGULAR	\$ 26,641.00	\$ 8,880.24	\$ 2,220.08	\$ 17,760.58	\$ 0.18	100.00
1300	SALARIES - PART TIME	\$ 8,693.00	\$ 2,897.64	\$ 724.42	\$ 5,795.26	\$ 0.10	100.00
2100	FICA	\$ 642.00	\$ 221.98	\$ 55.49	\$ 439.31	\$ 19.29	103.00
2210	VSRS - PLANS 1 AND 2	\$ 944.00	\$ 314.69	\$ 78.67	\$ 629.39	\$ 0.08	100.01
22100	COMMONWEALTH'S ATTORNEY	\$ 36,920.00	\$ 12,314.55	\$ 3,078.66	\$ 24,624.54	\$ 19.09	100.05
126	V-STOP GRANT	\$ 36,920.00	\$ 12,314.55	\$ 3,078.66	\$ 24,624.54	\$ 19.09	100.05
PJT 140 RAIN BARREL PARTNERSHIP - INTERSTATE COMMISSION ON							
FUNC 81110 PLANNING ADMINISTRATION							
6000	MATERIALS AND SUPPLIES	\$ 1,080.00	\$ 0.00	\$ 0.00	\$ 1,360.00	\$ 280.00	125.93
PJT 402 DMV SELECTIVE ENFORCEMENT-ALCOHOL							
FUNC 31200 SHERIFF							
1300	SALARIES - PART TIME	\$ 8,360.00	\$ 0.00	\$ 845.94	\$ 4,659.39	\$ 3,700.61	55.73
2100	FICA	\$ 640.00	\$ 0.00	\$ 64.72	\$ 356.41	\$ 283.59	55.69
6010	POLICE SUPPLIES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,125.00	\$ 1,125.00	100.00
31200	SHERIFF	\$ 9,000.00	\$ 0.00	\$ 910.66	\$ 6,140.80	\$ 2,859.20	68.23
402	DMV SELECTIVE ENFORCEMENT-ALCOHO	\$ 9,000.00	\$ 0.00	\$ 910.66	\$ 6,140.80	\$ 2,859.20	68.23
PJT 403 DMV SELECTIVE ENFORCEMENT-SPEED							
FUNC 31200 SHERIFF							
1200	OVERTIME	\$ 0.00	\$ 0.00	\$ 301.30	\$ 1,629.30	\$ 1,629.30	100.00
2100	FICA	\$ 0.00	\$ 0.00	\$ 23.07	\$ 124.65	\$ 124.65	100.00
31200	SHERIFF	\$ 0.00	\$ 0.00	\$ 324.37	\$ 1,753.95	\$ 1,753.95	100.00
403	DMV SELECTIVE ENFORCEMENT-SPEED	\$ 0.00	\$ 0.00	\$ 324.37	\$ 1,753.95	\$ 1,753.95	100.00
PJT 410 ICAC TASK FORCE GRANT							
FUNC 31200 SHERIFF							
6000	MATERIALS AND SUPPLIES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,056.00	\$ 2,056.00	100.00
PJT 602 DOJ VEST GRANT							
FUNC 31200 SHERIFF							
6010	POLICE SUPPLIES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,960.00	\$ 3,960.00	100.00
PJT 605 DOJ LOCAL LAW ENFORCEMENT BLOCK GRANT (LLEBG)							
FUNC 31200 SHERIFF							
1100	SALARIES - REGULAR	\$ 1,770.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,770.00	0.00

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1300	SALARIES - PART TIME	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,028.08	\$ 2,028.08	100.00
2100	FICA	\$ 136.00	\$ 0.00	\$ 0.00	\$ 152.92	\$ 16.92	112.44
31200	SHERIFF	\$ 1,906.00	\$ 0.00	\$ 0.00	\$ 2,181.00	\$ 275.00	114.43
605	DOJ LOCAL LAW ENFORCEMENT BLOCK	\$ 1,906.00	\$ 0.00	\$ 0.00	\$ 2,181.00	\$ 275.00	114.43
PJT 607 DEA OCDETF GRANT							
1200	FUNC 31200 SHERIFF OVERTIME	\$ 0.00	\$ 0.00	\$ 0.00	\$ 968.00	\$ 968.00	100.00
2100	FICA	\$ 0.00	\$ 0.00	\$ 0.00	\$ 74.06	\$ 74.06	100.00
31200	SHERIFF	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,042.06	\$ 1,042.06	100.00
607	DEA OCDETF GRANT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,042.06	\$ 1,042.06	100.00
100	GENERAL FUND	\$ 8,955,377.00	\$ 1,753,809.26	\$ 567,950.63	\$ 5,671,655.38	\$ 1,529,912.36	82.92

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VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
=====						
Fiscal Year: 2015						
EXPENDITURES						
DEFINITION TYPE 0						
100-000-11010-3600			ADVERTISING			
VENDOR: WINCHESTER STAR						
1	FEBRUARY	1651188-01/2015	HEARING/HELP WANTED/DEV &	7348	02/27/2015 \$	214.50
100-000-11010-5210			POSTAL SERVICES			
VENDOR: PURCHASE POWER						
1	FEBRUARY	35438654-02/15	POSTAGE	81669	02/27/2015 \$	145.05
100-000-11010-5230			TELECOMMUNICATIONS			
VENDOR: TREASURER OF VIRGINIA						
4	FEBRUARY	T281899	DECEMBER 2014	7229	02/13/2015 \$	3.32
100-000-11010-5800			MISCELLANEOUS CHARGES			
VENDOR: SPONSELLER'S FLOWER SHOP						
1	FEBRUARY	4466	FLOWERS	7270	02/13/2015 \$	70.00
100-000-11010-5810			DUES,SUBSCRIPTIONS & MEMBERSHIPS			
VENDOR: MATTHEW BENDER & CO., INC.						
1	FEBRUARY	4779262001-0115	VA ADVANCE LEGISLATIVE SER	7249	02/13/2015 \$	104.54
100-000-11010-6001			OFFICE SUPPLIES			
VENDOR: BB&T FINANCIAL, PSB						
1	FEBRUARY	3396-02/09/2015	B&H PHOTO	81626	02/27/2015 \$	74.95
100-000-12110-5230			TELECOMMUNICATIONS			
VENDOR: AT&T MOBILITY						
1	FEBRUARY	X02012015	GOVT ADMINISTRATOR	81543	02/13/2015 \$	47.37
VENDOR: TREASURER OF VIRGINIA						
10	FEBRUARY	T281899	DECEMBER 2014	7229	02/13/2015 \$	3.95
VENDOR: VERIZON						
1	FEBRUARY	2728895-01/15	JAN 26-FEB 25	81599	02/13/2015 \$	9.96
			Total for 100-000-12110-5230		\$	61.28
100-000-12110-5810			DUES,SUBSCRIPTIONS & MEMBERSHIPS			
VENDOR: VIRGINIA MUNICIPAL CLERKS ASSOCIATION						
1	FEBRUARY	WALBURNDUES2015	WALBURN MEMBERSHIP	81694	02/27/2015 \$	30.00
100-000-12110-6008			VEHICLE AND EQUIPMENT FUEL			
VENDOR: MANSFIELD OIL COMPANY						
3	FEBRUARY	SQLCD/00099563	FUEL PURCHASES 01/01-01/15	7251	02/13/2015 \$	12.78
3	FEBRUARY	SQLCD/00100966	01/16-01/31	7319	02/27/2015 \$	50.53
			Total for 100-000-12110-6008		\$	63.31
100-000-12210-3100			PROFESSIONAL SERVICES			
VENDOR: HALL, MONAHAN, ENGLE, MAHAN & MITCHELL						
1	FEBRUARY	HALL02102015	COMCAST FRANCHISE JANUARY	7303	02/27/2015 \$	232.00
100-000-12310-5210			POSTAL SERVICES			
VENDOR: PURCHASE POWER						
2	FEBRUARY	35438654-02/15	POSTAGE	81669	02/27/2015 \$	907.08

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100-000-12310-5230			TELECOMMUNICATIONS			
VENDOR:	TREASURER OF VIRGINIA					
3	FEBRUARY	T281899	DECEMBER 2014	7229	02/13/2015 \$	1.61
VENDOR:	VERIZON					
2	FEBRUARY	2728895-01/15	JAN 26-FEB 25	81599	02/13/2015 \$	6.64

			Total for 100-000-12310-5230		\$	8.25
100-000-12410-3100			PROFESSIONAL SERVICES			
VENDOR:	CINTAS CORP.					
1	FEBRUARY	8402020138	SERVICE	81631	02/27/2015 \$	23.59
100-000-12410-5210			POSTAL SERVICES			
VENDOR:	PURCHASE POWER					
3	FEBRUARY	35438654-02/15	POSTAGE	81669	02/27/2015 \$	328.84
100-000-12410-5230			TELECOMMUNICATIONS			
VENDOR:	TREASURER OF VIRGINIA					
24	FEBRUARY	T281899	DECEMBER 2014	7229	02/13/2015 \$	3.70
VENDOR:	VERIZON					
3	FEBRUARY	2728895-01/15	JAN 26-FEB 25	81599	02/13/2015 \$	3.32

			Total for 100-000-12410-5230		\$	7.02
100-000-12410-6001			OFFICE SUPPLIES			
VENDOR:	PITNEY BOWES INC					
1	FEBRUARY	5502648988	SUPPLIES ORDER	81572	02/13/2015 \$	141.74
100-000-12510-3100			PROFESSIONAL SERVICES			
VENDOR:	MATSCH SYSTEMS					
1	FEBRUARY	2224	MARCH 2015	7320	02/27/2015 \$	200.00
100-000-12510-3320			MAINTENANCE SERVICE CONTRACT			
VENDOR:	AVAYA, INC.					
1	FEBRUARY	2733367084	01/20-02/19	7285	02/27/2015 \$	1,249.22
VENDOR:	VMWARE, INC.					
1	FEBRUARY	709384199	BASIC SUPPORT/SUBSCRIPTION	81603	02/13/2015 \$	944.00

			Total for 100-000-12510-3320		\$	2,193.22
100-000-12510-5230			TELECOMMUNICATIONS			
VENDOR:	AT&T MOBILITY					
8	FEBRUARY	X02012015	GOVERNMENT I.T.	81543	02/13/2015 \$	114.74
VENDOR:	TREASURER OF VIRGINIA					
15	FEBRUARY	T281899	DECEMBER 2014	7229	02/13/2015 \$	836.22
VENDOR:	VERIZON					
4	FEBRUARY	2728895-01/15	JAN 26-FEB 25	81599	02/13/2015 \$	184.69
1	FEBRUARY	7176-01/15	HI SPEED INTERNET	81600	02/13/2015 \$	219.99

			Total for 100-000-12510-5230		\$	1,355.64
100-000-12510-6001			OFFICE SUPPLIES			
VENDOR:	SHANNON-BAUM SIGNS INC					
1	FEBRUARY	0198137-IN	SIGN	7266	02/13/2015 \$	77.50
100-000-12510-8207			BDP EQUIPMENT ADDITIONS			

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VENDOR: BB&T FINANCIAL, FSB						
2	FEBRUARY	3396-02/09/2015	FONETWORKS	81626	02/27/2015 \$	28.05
3	FEBRUARY	3396-02/09/2015	FONETWORKS	81626	02/27/2015 \$	95.85
Total for 100-000-12510-8207						\$ 123.90
100-000-13100-3000 PURCHASED SERVICES						
VENDOR: TRUESHRED						
1	FEBRUARY	33664	SHREDDING SERVICES	81689	02/27/2015 \$	35.00
100-000-13100-3500 PRINTING AND BINDING						
VENDOR: BOSSERMAN, BARBARA						
1	FEBRUARY	BOSSERM02022015	RRIMBURSEMENT JEFFERSON CU	7219	02/13/2015 \$	40.75
VENDOR: PERSONALIZE IT						
1	FEBRUARY	19126	S. NOLAN	81571	02/13/2015 \$	37.00
Total for 100-000-13100-3500						\$ 77.75
100-000-13100-5210 POSTAL SERVICES						
VENDOR: PURCHASE POWER						
5	FEBRUARY	35438654-02/15	POSTAGE	81669	02/27/2015 \$	201.15
100-000-13200-5230 TELECOMMUNICATIONS						
VENDOR: AT&T MOBILITY						
10	FEBRUARY	X02012015	REGISTRAR	81543	02/13/2015 \$	57.37
VENDOR: TREASURER OF VIRGINIA						
21	FEBRUARY	T281899	DECEMBER 2014	7229	02/13/2015 \$	4.72
VENDOR: VERIZON						
5	FEBRUARY	2728895-01/15	JAN 26-FEB 25	81599	02/13/2015 \$	3.32
Total for 100-000-13200-5230						\$ 65.41
100-000-13200-5540 TRAVEL CONVENTION & EDUCATION						
VENDOR: BB&T FINANCIAL, FSB						
10	FEBRUARY	1636-02/09/2015	COMMONWEALTH SUITES BOSSER	81626	02/27/2015 \$	148.03
100-000-21200-3000 PURCHASED SERVICES						
VENDOR: SECURE SHRED, LLC.						
1	FEBRUARY	6541	SHRED SERVICES	81581	02/13/2015 \$	159.00
100-000-21200-3320 MAINTENANCE SERVICE CONTRACT						
VENDOR: RICOH USA INC						
1	FEBRUARY	5034206992	10/16-01/15	81579	02/13/2015 \$	134.46
100-000-21200-5230 TELECOMMUNICATIONS						
VENDOR: TREASURER OF VIRGINIA						
14	FEBRUARY	T281899	DECEMBER 2014	7229	02/13/2015 \$	118.10
VENDOR: VERIZON						
6	FEBRUARY	2728895-01/15	JAN 26-FEB 25	81599	02/13/2015 \$	43.36
Total for 100-000-21200-5230						\$ 161.46
100-000-21300-5230 TELECOMMUNICATIONS						
VENDOR: COUNTY OF FREDERICK, VIRGINIA						
1	FEBRUARY	ACCT 9 1/22/15	MAGESTRATE/TELECOMM	7225	02/13/2015 \$	36.66
100-000-21500-5230 TELECOMMUNICATIONS						

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VENDOR: 16	TREASURER OF VIRGINIA FEBRUARY	T281899	DECEMBER 2014	7229	02/13/2015 \$	5.23
VENDOR: 7	VERIZON FEBRUARY	2728895-01/15	JAN 26-FEB 25	81599	02/13/2015 \$	43.49
	Total for 100-000-21500-5230					\$ 48.72
100-000-21600-3510 MICROFILMING						
VENDOR: 1	LOGAN SYSTEMS, INC FEBRUARY	46423	COMPUTER INDEXING	7317	02/27/2015 \$	414.00
100-000-21600-5210 POSTAL SERVICES						
VENDOR: 6	PURCHASE POWER FEBRUARY	35438654-02/15	POSTAGE	81669	02/27/2015 \$	896.14
100-000-21600-5230 TELECOMMUNICATIONS						
VENDOR: 8	TREASURER OF VIRGINIA FEBRUARY	T281899	DECEMBER 2014	7229	02/13/2015 \$	5.60
VENDOR: 8	VERIZON FEBRUARY	2728895-01/15	JAN 26-FEB 25	81599	02/13/2015 \$	72.46
	Total for 100-000-21600-5230					\$ 78.06
100-000-21600-6001 OFFICE SUPPLIES						
VENDOR: 1	MATTHEW BENDER & CO., INC. FEBRUARY	6740975X	OFF DUI STATE CASE SUM	7249	02/13/2015 \$	34.44
VENDOR: 1	FEBRUARY	67859364	VA MOD JURY INSTR CIVIL	7249	02/13/2015 \$	309.31
	Total for 100-000-21600-6001					\$ 343.75
100-000-21900-5230 TELECOMMUNICATIONS						
VENDOR: 25	TREASURER OF VIRGINIA FEBRUARY	T281899	DECEMBER 2014	7229	02/13/2015 \$	10.79
VENDOR: 9	VERIZON FEBRUARY	2728895-01/15	JAN 26-FEB 25	81599	02/13/2015 \$	3.32
	Total for 100-000-21900-5230					\$ 14.11
100-000-22100-5210 POSTAL SERVICES						
VENDOR: 1	POSTMASTER FEBRUARY	02022015	POSTAGE	81573	02/13/2015 \$	115.00
VENDOR: 1	RHODES, CLESTA FEBRUARY	RHODES02022015	POSTAGE	7264	02/13/2015 \$	18.40
VENDOR: 2	FEBRUARY	RHODES02022015	POSTAGE	7264	02/13/2015 \$	5.75
	Total for 100-000-22100-5210					\$ 139.15
100-000-22100-5230 TELECOMMUNICATIONS						
VENDOR: 11	AT&T MOBILITY FEBRUARY	X02012015	COMMONWEALTH'S ATTORNEY	81543	02/13/2015 \$	189.48
VENDOR: 9	TREASURER OF VIRGINIA FEBRUARY	T281899	DECEMBER 2014	7229	02/13/2015 \$	8.03
VENDOR: 10	VERIZON FEBRUARY	2728895-01/15	JAN 26-FEB 25	81599	02/13/2015 \$	9.96
	Total for 100-000-22100-5230					\$ 207.47

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100-000-22100-5540			TRAVEL CONVENTION & EDUCATION			
VENDOR: CASC						
1	FEBRUARY	REGISTRATION15	REGISTRATION WILLIAMS/MACK	81629	02/27/2015 \$	100.00
100-000-31200-3100			PROFESSIONAL SERVICES			
VENDOR: KUSTOM SIGNALS INC						
1	FEBRUARY	508806	SERVICED LASER	7247	02/13/2015 \$	195.50
1	FEBRUARY	509611	PROLASER REPAIR	7314	02/27/2015 \$	183.00
VENDOR: TREASURER OF VIRGINIA						
1	FEBRUARY	255663	CALIBRATION FEES	81591	02/13/2015 \$	16.24
1	FEBRUARY	255711	CALIBRATION	81591	02/13/2015 \$	16.03
VENDOR: WATERLOO SERVICE						
1	FEBRUARY	0000512	TOW TO IMPOUND LOT	81697	02/27/2015 \$	100.00
Total for 100-000-31200-3100						510.77
100-000-31200-3310			REPAIR & MAINTENANCE			
VENDOR: BERRYVILLE AUTO PARTS INC						
2	FEBRUARY	5370-91660	LABOR	7215	02/13/2015 \$	35.00
2	FEBRUARY	5370-91768	LABOR	7215	02/13/2015 \$	60.00
2	FEBRUARY	5370-92003	LABOR	7286	02/27/2015 \$	40.00
2	FEBRUARY	5370-92162	LABOR	7286	02/27/2015 \$	15.00
2	FEBRUARY	5370-92163	LABOOR	7286	02/27/2015 \$	95.00
2	FEBRUARY	5370-92165	CREDIT	7286	02/27/2015 \$	15.00-
2	FEBRUARY	5370-92170	LABOR	7286	02/27/2015 \$	15.00
VENDOR: BROY'S CAR WASH						
1	FEBRUARY	01312015	CAR WASHES	7220	02/13/2015 \$	33.50
Total for 100-000-31200-3310						278.50
100-000-31200-3320			MAINTENANCE SERVICE CONTRACT			
VENDOR: RICOH USA INC						
1	FEBRUARY	5034236574	01/21-04/20	81579	02/13/2015 \$	240.00
100-000-31200-5210			POSTAL SERVICES			
VENDOR: BB&T FINANCIAL, FSB						
1	FEBRUARY	6640-02/09/2015	USPS	81626	02/27/2015 \$	9.58
VENDOR: FEDERAL EXPRESS CORPORATION						
1	FEBRUARY	2-940-55953	SHIPMENT EVIDENCE	81645	02/27/2015 \$	17.40
Total for 100-000-31200-5210						26.98
100-000-31200-5230			TELECOMMUNICATIONS			
VENDOR: AT&T MOBILITY						
6	FEBRUARY	X02012015	SHERIFF'S OFFICE	81543	02/13/2015 \$	1,016.36
VENDOR: TREASURER OF VIRGINIA						
22	FEBRUARY	T281899	DECEMBER 2014	7229	02/13/2015 \$	19.40
VENDOR: VERIZON						
11	FEBRUARY	2728895-01/15	JAN 26-FEB 25	81599	02/13/2015 \$	121.07
Total for 100-000-31200-5230						1,156.83
100-000-31200-5530			TRAVEL SUBSISTANCE & LODGING			
VENDOR: BB&T FINANCIAL, FSB						
1	FEBRUARY	6632-02/09/2015	MCDONALDS	81626	02/27/2015 \$	6.89
100-000-31200-5540			TRAVEL CONVENTION & EDUCATION			

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VENDOR: BB&T FINANCIAL, FSB						
1	FEBRUARY	6665-02/09/2015	GOLDEN SEAL	81626	02/27/2015	\$ 500.00
VENDOR: NATIONAL CHILDRENS ADVOCACY CENTER						
1	FEBRUARY	ZLN9LZZZFGF	FORENSIC INTERVIEWING OF C	81568	02/13/2015	\$ 1,149.00
VENDOR: RAPPAHANNOCK REGIONAL CRIM JUSTICE ACAD						
1	FEBRUARY	1415M24	ONLINE TRAINING FEES	81577	02/13/2015	\$ 330.00
VENDOR: VIRGINIA CENTER FOR POLICING INNOVATION						
1	FEBRUARY	859	CRIME PREV THROUGH ENV DES	81601	02/13/2015	\$ 125.00
VENDOR: VIRGINIA SHERIFFS' INSTITUTE						
1	FEBRUARY	REG ZGNLSCLDMPX	SUMPTION REGISTRATION	81602	02/13/2015	\$ 150.00
1	FEBRUARY	ROPER02062015	2015 SPRING CONFERENCE	81602	02/13/2015	\$ 150.00
Total for 100-000-31200-5540						\$ 2,404.00
100-000-31200-5800 MISCELLANEOUS CHARGES						
VENDOR: BB&T FINANCIAL, FSB						
2	FEBRUARY	6632-02/09/2015	LANIER PARKING	81626	02/27/2015	\$ 20.00
100-000-31200-5810 DUES,SUBSCRIPTIONS & MEMBERSHIPS						
VENDOR: FOP LODGE 12						
1	FEBRUARY	ROPER01082015	DUES	81647	02/27/2015	\$ 150.00
VENDOR: INTERNATIONAL ASSOC. OF CHIEFS OF POLICE						
1	FEBRUARY	1001126345	MEMBERSHIP RENEWAL ROPER	81650	02/27/2015	\$ 150.00
Total for 100-000-31200-5810						\$ 300.00
100-000-31200-6001 OFFICE SUPPLIES						
VENDOR: BB&T FINANCIAL, FSB						
4	FEBRUARY	1877-02/09/2015	STAPLES	81626	02/27/2015	\$ 74.72
5	FEBRUARY	1877-02/09/2015	STAPLES	81626	02/27/2015	\$ 30.87
5	FEBRUARY	6665-02/09/2015	BERRYVILLE TRUE VALUE	81626	02/27/2015	\$ 21.05
VENDOR: BERRYVILLE AUTO PARTS INC						
1	FEBRUARY	10069858	HDMI CABLE	7286	02/27/2015	\$ 19.99
VENDOR: DEHAVEN BERKELEY SPRINGS WATER CORP.						
1	FEBRUARY	602553	JAN 2015	81553	02/13/2015	\$ 9.00
1	FEBRUARY	RT03-003353	WATER	81553	02/13/2015	\$ 24.85
1	FEBRUARY	RT03-003535	WATER	81553	02/13/2015	\$ 30.80
Total for 100-000-31200-6001						\$ 211.28
100-000-31200-6007 REPAIR AND MAINTENANCE SUPPLIES						
VENDOR: BERRYVILLE AUTO PARTS INC						
1	FEBRUARY	5370-91660	BATTERY	7215	02/13/2015	\$ 109.37
1	FEBRUARY	5370-91768	BULB/TAIL LIGHT/LAMP ASSEM	7215	02/13/2015	\$ 218.00
1	FEBRUARY	5370-92003	OIL/FILTER/WASHER	7286	02/27/2015	\$ 23.43
1	FEBRUARY	5370-92162	PART	7286	02/27/2015	\$ 3.12
1	FEBRUARY	5370-92163	OIL/FILTER/LAMP/BULB	7286	02/27/2015	\$ 31.86
1	FEBRUARY	5370-92165	CREDIT	7286	02/27/2015	\$ 3.12-
1	FEBRUARY	5370-92170	FILTER/OIL/WASHER/WHEEL NU	7286	02/27/2015	\$ 24.83
Total for 100-000-31200-6007						\$ 407.49
100-000-31200-6008 VEHICLE AND EQUIPMENT FUEL						
VENDOR: MANSFIELD OIL COMPANY						
1	FEBRUARY	SQLCD/00099601	01/01-01/15	7251	02/13/2015	\$ 1,591.78
1	FEBRUARY	SQLCD/00101008	01/16-01/31	7319	02/27/2015	\$ 1,661.36
Total for 100-000-31200-6008						\$ 3,253.14

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100-000-31200-6010			POLICE SUPPLIES			
VENDOR: CHIEF SUPPLY CORP						
1	FEBRUARY	217542	LED MAGCHARGER	81630	02/27/2015 \$	139.00
100-000-31200-6011			UNIFORM AND WEARING APPAREL			
VENDOR: BEST UNIFORMS, INC.						
1	FEBRUARY	003003487	SHIRT/UNIFORMS	7217	02/13/2015 \$	97.00
1	FEBRUARY	003049337	CLIP ON	7217	02/13/2015 \$	45.95
1	FEBRUARY	360128	VEST	7217	02/13/2015 \$	77.15
1	FEBRUARY	360384	SHIRT/HASHMARK	7217	02/13/2015 \$	57.15
Total for 100-000-31200-6011						\$ 277.25
100-000-32100-3100			PROFESSIONAL SERVICES			
VENDOR: HALL, MONAHAN, ENGLE, MAHAN & MITCHELL						
3	FEBRUARY	HALL02032015	LEGAL SERVICES JANUARY 201	7303	02/27/2015 \$	453.50
100-000-32100-5230			TELECOMMUNICATIONS			
VENDOR: TREASURER OF VIRGINIA						
11	FEBRUARY	T281899	DECEMBER 2014	7229	02/13/2015 \$	4.86
VENDOR: VERIZON						
12	FEBRUARY	2728895-01/15	JAN 26-FEB 25	81599	02/13/2015 \$	41.92
Total for 100-000-32100-5230						\$ 46.78
100-000-32100-6008			VEHICLE AND EQUIPMENT FUEL			
VENDOR: MANSFIELD OIL COMPANY						
5	FEBRUARY	SQLCD/00099563	FUEL PURCHASES 01/01-01/15	7251	02/13/2015 \$	17.87
5	FEBRUARY	SQLCD/00100966	01/16-01/31	7319	02/27/2015 \$	12.51
Total for 100-000-32100-6008						\$ 30.38
100-000-32100-6011			UNIFORM AND WEARING APPAREL			
VENDOR: NORTON EMBROIDERY, INC.						
1	FEBRUARY	18961	SHIRTS	81662	02/27/2015 \$	4,255.00
100-000-32203-5699			CIVIC CONTRIBUTIONS			
VENDOR: JOHN H. ENDERS FIRE COMPANY & RESCUE SQ						
1	FEBRUARY	01272015QTRLYBU	QUARTERLY BUDGET REQUEST	81561	02/13/2015 \$	18,750.00
100-000-33300-5230			TELECOMMUNICATIONS			
VENDOR: TREASURER OF VIRGINIA						
20	FEBRUARY	T281899	DECEMBER 2014	7229	02/13/2015 \$	4.88
VENDOR: VERIZON						
13	FEBRUARY	2728895-01/15	JAN 26-FEB 25	81599	02/13/2015 \$	3.32
Total for 100-000-33300-5230						\$ 8.20
100-000-34100-3320			MAINTENANCE SERVICE CONTRACT			
VENDOR: RICOH USA INC						
1	FEBRUARY	5034627399	11/13-02/12	81672	02/27/2015 \$	168.38
100-000-34100-5210			POSTAL SERVICES			
VENDOR: PURCHASE POWER						
7	FEBRUARY	35438654-02/15	POSTAGE	81669	02/27/2015 \$	2.65
100-000-34100-5230			TELECOMMUNICATIONS			
VENDOR: AT&T MOBILITY						

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4	FEBRUARY	X02012015	BUILDING DEPARTMENT	81543	02/13/2015 \$	62.11
VENDOR: TREASURER OF VIRGINIA						
5	FEBRUARY	T281899	DECEMBER 2014	7229	02/13/2015 \$	10.66
VENDOR: VERIZON						
14	FEBRUARY	2728895-01/15	JAN 26-FEB 25	81599	02/13/2015 \$	6.64
Total for 100-000-34100-5230						\$ 79.41
100-000-34100-6008 VEHICLE AND EQUIPMENT FUEL						
VENDOR: MANSFIELD OIL COMPANY						
2	FEBRUARY	SQLCD/00099563	FUEL PURCHASES 01/01-01/15	7251	02/13/2015 \$	61.61
2	FEBRUARY	SQLCD/00100966	01/16-01/31	7319	02/27/2015 \$	58.86
Total for 100-000-34100-6008						\$ 120.47
100-000-35100-3100 PROFESSIONAL SERVICES						
VENDOR: HILLSIDE VETERINARY HOSPITAL						
1	FEBRUARY	357003	PROFESSIONAL SERVICES	7240	02/13/2015 \$	12.60
1	FEBRUARY	358912	PROFESSIONAL SERVICES	7240	02/13/2015 \$	33.60
VENDOR: ROSEVILLE VET HOSP/PLAZA PET CLINIC						
1	FEBRUARY	122266	PROFESSIONAL SERVICES	81673	02/27/2015 \$	16.25
1	FEBRUARY	122547	PROFESSIONAL SERVICES	81673	02/27/2015 \$	48.75
1	FEBRUARY	122655	PROFESSIONAL SERVICES	81580	02/13/2015 \$	16.25
1	FEBRUARY	122664	PROFESSIONAL SERVICES	81580	02/13/2015 \$	162.50
1	FEBRUARY	122677	PROFESSIONAL SERVICES	81673	02/27/2015 \$	16.25
1	FEBRUARY	122680	PROFESSIONAL SERVICES	81673	02/27/2015 \$	16.25
1	FEBRUARY	122708	PROFESSIONAL SERVICES	81673	02/27/2015 \$	16.25
1	FEBRUARY	122878	PROFESSIONAL SERVICES	81673	02/27/2015 \$	16.25
1	FEBRUARY	122896	PROFESSIONAL SERVICES	81580	02/13/2015 \$	16.87
1	FEBRUARY	122933	PROFESSIONAL SERVICES	81673	02/27/2015 \$	32.50
1	FEBRUARY	123012	PROFESSIONAL SERVICES	81673	02/27/2015 \$	16.25
1	FEBRUARY	123056	PROFESSIONAL SERVICES	81580	02/13/2015 \$	9.57
1	FEBRUARY	123213	PROFESSIONAL SERVICES	81580	02/13/2015 \$	149.68
Total for 100-000-35100-3100						\$ 579.82
100-000-35100-5230 TELECOMMUNICATIONS						
VENDOR: AT&T MOBILITY						
2	FEBRUARY	X02012015	ANIMAL CONTROL	81543	02/13/2015 \$	12.64
VENDOR: TREASURER OF VIRGINIA						
2	FEBRUARY	T281899	DECEMBER 2014	7229	02/13/2015 \$	3.78
VENDOR: VERIZON						
15	FEBRUARY	2728895-01/15	JAN 26-FEB 25	81599	02/13/2015 \$	33.47
Total for 100-000-35100-5230						\$ 49.89
100-000-35100-5810 DUES, SUBSCRIPTIONS & MEMBERSHIPS						
VENDOR: BB&T FINANCIAL, FSB						
5	FEBRUARY	0872-02/09/2015	VA DEPT OF HEALTH PROPESSI	81626	02/27/2015 \$	90.00
100-000-35100-6004 MEDICAL AND LABORATORY SUPPLIES						
VENDOR: KV VET SUPPLY CO						
1	FEBRUARY	5427666	SUPPLIES	81563	02/13/2015 \$	189.65
100-000-35100-6008 VEHICLE AND EQUIPMENT FUEL						
VENDOR: MANSFIELD OIL COMPANY						
1	FEBRUARY	SQLCD/00099563	FUEL PURCHASES 01/01-01/15	7251	02/13/2015 \$	41.47
1	FEBRUARY	SQLCD/00100966	01/16-01/31	7319	02/27/2015 \$	59.51
Total for 100-000-35100-6008						\$ 100.98

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100-000-35100-6014	OTHER OPERATING SUPPLIES					
VENDOR: KV VET SUPPLY CO						
1	FEBRUARY	5433656	SUPPLIES	81655	02/27/2015 \$	193.70
100-000-35300-3100	PROFESSIONAL SERVICES					
VENDOR: TREASURER OF VIRGINIA						
1	FEBRUARY	01272015	MEDICAL SERVICES	81590	02/13/2015 \$	20.00
1	FEBRUARY	02/04/2015	MEDICAL EXAM	81688	02/27/2015 \$	40.00
Total for 100-000-35300-3100						\$ 60.00
100-000-35600-3320	MAINTENANCE SERVICE CONTRACT					
VENDOR: EMERGENCY COMMUNICATIONS NETWORK, LLC.						
1	FEBRUARY	ECN-018817	CODE RED EXTENSION 02/16-0	81642	02/27/2015 \$	9,044.83
1	FEBRUARY	ECN-018818	CODE RED WARNING	81642	02/27/2015 \$	4,250.00
Total for 100-000-35600-3320						\$ 13,294.83
100-000-35600-5230	TELECOMMUNICATIONS					
VENDOR: AT& T						
1	FEBRUARY	082-6049-02/15	LONG DISTANCE	81615	02/27/2015 \$	5.47
VENDOR: AT&T MOBILITY						
5	FEBRUARY	X02012015	E-911 DISPATCH CENTER	81543	02/13/2015 \$	170.72
VENDOR: COMCAST						
1	FEBRUARY	754926-01/15	HI SPEED INTERNET	81549	02/13/2015 \$	91.23
VENDOR: TREASURER OF VIRGINIA						
1	FEBRUARY	T281899	DECEMBER 2014	7229	02/13/2015 \$	675.38
VENDOR: VERIZON						
16	FEBRUARY	2728895-01/15	JAN 26-FEB 25	81599	02/13/2015 \$	118.30
1	FEBRUARY	810800393-02/01	02/01 - 02/28	81692	02/27/2015 \$	39.00
Total for 100-000-35600-5230						\$ 1,100.10
100-000-35600-5420	RENTAL OF BUILDINGS/TOWERS					
VENDOR: SHEN. VALLEY TELEVISION TOWER						
1	FEBRUARY	RENTMARCH15	RENT MARCH	7267	02/13/2015 \$	2,070.00
100-000-35600-6011	UNIFORM AND WEARING APPAREL					
VENDOR: BB&T FINANCIAL, FSB						
1	FEBRUARY	6558-02/09/2015	KOHL'S	81626	02/27/2015 \$	22.94
100-000-42400-3840	PURCHASED SERVICES					
VENDOR: COUNTY OF FREDERICK, VIRGINIA						
1	FEBRUARY	2105-0002A	PURCHASED SERVICES	7225	02/13/2015 \$	134.52
1	FEBRUARY	80001-0002	PURCHASED SERVICES	7225	02/13/2015 \$	153.00
2	FEBRUARY	ACCT 9 1/22/15	REFUSE	7225	02/13/2015 \$	6,188.87
Total for 100-000-42400-3840						\$ 6,476.39
100-000-42600-3000	PURCHASED SERVICES					
VENDOR: REPUBLIC SERVICES						
1	FEBRUARY	0976-000356241	02/01 - 02/28	7279	02/27/2015 \$	150.00
100-000-42700-3840	PURCHASED SERVICES					
VENDOR: FREDERICK-WINCHESTER SERVICE AUTHORITY						
1	FEBRUARY	164A	JANUARY 2015	7300	02/27/2015 \$	2,454.20

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100-000-43200-3310			REPAIR & MAINTENANCE			
VENDOR: SUITE OFFICE SYSTEMS, LLC						
1	FEBRUARY	2410	AG SHOP CABLING	7338	02/27/2015 \$	4,996.00
100-000-43200-3320			MAINTENANCE SERVICE CONTRACT			
VENDOR: REPUBLIC SERVICES						
1	FEBRUARY	0976-000354956	02/01 - 02/28	7212	02/13/2015 \$	941.57
VENDOR: GCA						
3	FEBRUARY	647279	CLEANING SERVICES 2/15	7301	02/27/2015 \$	3,660.01
5	FEBRUARY	647279	CLEANING SERVICES 2/15	7301	02/27/2015 \$	3,660.01-
Total for 100-000-43200-3320						\$ 941.57
100-000-43200-3340			CUSTODIAL SERVICE CONTRACTS			
VENDOR: GCA						
6	FEBRUARY	647279	CLEANING SERVICES 2/15	7301	02/27/2015 \$	3,660.01
100-000-43200-5130			WATER & SEWER SERVICES			
VENDOR: DEHAVEN BERKELEY SPRINGS WATER CORP.						
1	FEBRUARY	RT03-003529	WATER	81638	02/27/2015 \$	12.90
100-000-43200-5230			TELECOMMUNICATIONS			
VENDOR: AT&T MOBILITY						
3	FEBRUARY	X02012015	GOVT MAINTENANCE	81543	02/13/2015 \$	624.00
VENDOR: TREASURER OF VIRGINIA						
17	FEBRUARY	T281899	DECEMBER 2014	7229	02/13/2015 \$	6.84
VENDOR: VERIZON						
17	FEBRUARY	2728895-01/15	JAN 26-FEB 25	81599	02/13/2015 \$	33.47
Total for 100-000-43200-5230						\$ 664.31
100-000-43200-6005			LAUNDRY, HOUSEKEEPING, & JANITORIAL			
VENDOR: GENERAL SALES OF VIRGINIA						
1	FEBRUARY	215000324	APPLICATOR/BROOM/DUST MOP/	7236	02/13/2015 \$	382.09
1	FEBRUARY	215001108	STRIP PAD/MAROON PAD/MAT	7236	02/13/2015 \$	188.30
Total for 100-000-43200-6005						\$ 570.39
100-000-43200-6007			REPAIR AND MAINTENANCE SUPPLIES			
VENDOR: BB&T FINANCIAL, FSB						
6	FEBRUARY	0872-02/09/2015	CELLULAR OUTFITTER	81626	02/27/2015 \$	116.15
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	FEBRUARY	071520	56171 - NUTS/WASHERS/KEY R	7216	02/13/2015 \$	6.73
1	FEBRUARY	071562	56171 - FILTER/GLOVE	7216	02/13/2015 \$	31.97
1	FEBRUARY	071634	56171 - BLADE	7216	02/13/2015 \$	8.49
1	FEBRUARY	071772	56171 - CUT OFF WHEEL STL	7287	02/27/2015 \$	13.45
1	FEBRUARY	071791	56171-CUT OFF WHEEL	7287	02/27/2015 \$	5.48
Total for 100-000-43200-6007						\$ 182.27
100-000-43200-6008			VEHICLE AND EQUIPMENT FUEL			
VENDOR: MANSFIELD OIL COMPANY						
4	FEBRUARY	SQLCD/00099563	FUEL PURCHASES 01/01-01/15	7251	02/13/2015 \$	149.31
4	FEBRUARY	SQLCD/00100966	01/16-01/31	7319	02/27/2015 \$	170.19
Total for 100-000-43200-6008						\$ 319.50
100-000-43200-6009			VEHICLE AND EQUIPMENT SUPPLIES			

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VENDOR: BERRYVILLE AUTO PARTS INC						
1	FEBRUARY	5370-91666	PLATNIUM PLUG/DIAGNOSTICS/	7215	02/13/2015 \$	234.90
1	FEBRUARY	5370-92394	WATER PUMP/BELTS/CLAMPS/AN	7286	02/27/2015 \$	247.65
Total for 100-000-43200-6009						\$ 482.55
100-000-43202-3100 PROFESSIONAL SERVICES						
VENDOR: HALL, MONAHAN, ENGLE, MAHAN & MITCHELL						
4	FEBRUARY	HALL02032015	JGC LEGAL FEES JANUARY 201	7303	02/27/2015 \$	363.66
100-000-43202-3310 REPAIR & MAINTENANCE						
VENDOR: ANDERSON CONTROL INC						
1	FEBRUARY	13212	CHECKED FACP TROUBLE	7281	02/27/2015 \$	797.85
VENDOR: ARC WATER TREATMENT OF MARYLAND, INC.						
4	FEBRUARY	371374	FEBRUARY SERVICE	7282	02/27/2015 \$	68.97
VENDOR: ELEVATOR SOLUTIONS LLC						
1	FEBRUARY	5423	RELOCATE PIT STOP SWITCH	81555	02/13/2015 \$	524.43
3	FEBRUARY	5423	VOID VOUCHER TRANSACTION R	81555	02/13/2015 \$	524.43-
5	FEBRUARY	5423	ELEVATOR REPAIR	81609	02/13/2015 \$	524.43
VENDOR: NATIONAL ELEVATOR INSPECTION SERV., INC.						
1	FEBRUARY	0181567	INSPECTION	7323	02/27/2015 \$	90.28
VENDOR: RIDDLEBERGER BROS INC						
1	FEBRUARY	88001	SERVICE CALL FOR OFFICES A	7331	02/27/2015 \$	1,022.31
Total for 100-000-43202-3310						\$ 2,503.84
100-000-43202-3320 MAINTENANCE SERVICE CONTRACTS						
VENDOR: GCA						
1	FEBRUARY	647279	CLEANING SERVICE 2/15	7301	02/27/2015 \$	2,332.38
7	FEBRUARY	647279	CLEANING SERVICE 2/15	7301	02/27/2015 \$	2,332.38-
Total for 100-000-43202-3320						\$ 0.00
100-000-43202-3340 CUSTODIAL SERVICE CONTRACTS						
VENDOR: GCA						
8	FEBRUARY	647279	CLEANING SERVICE 2/15	7301	02/27/2015 \$	2,332.38
100-000-43202-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
2	FEBRUARY	1149385761 0215	101 CHALMERS CT 12/10-01/1	7329	02/27/2015 \$	2,693.82
100-000-43202-5120 HEATING SERVICES						
VENDOR: WASHINGTON GAS						
1	FEBRUARY	3980059517-0215	101 CHALMERS CT 01/12-02/1	81696	02/27/2015 \$	806.55
100-000-43202-5130 WATER & SEWER SERVICES						
VENDOR: TOWN OF BERRYVILLE						
1	FEBRUARY	4190099-01/15	101 CHALMERS COURT 12/22-0	81589	02/13/2015 \$	94.05
100-000-43205-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
1	FEBRUARY	4455288888 0215	129 RAMSBURG LANE 12/15-01	7329	02/27/2015 \$	259.58
100-000-43205-5130 WATER & SEWER SERVICES						
VENDOR: TOWN OF BERRYVILLE						
2	FEBRUARY	9001800-01/15	MAINT FACILITY 12/22-01/23	81589	02/13/2015 \$	8.50
100-000-43206-3310 REPAIR & MAINTENANCE						

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VENDOR: NATIONAL ELEVATOR INSPECTION SERV., INC.						
1	FEBRUARY	0181591	INSPECTION	7323	02/27/2015 \$	144.00
100-000-43206-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
2	FEBRUARY	2048188888 0215	104 N CHURCH 12/12-01/12	7329	02/27/2015 \$	741.33
1	FEBRUARY	8894188888 0215	1531 SPRINGSBERRY ROAD 12/	7329	02/27/2015 \$	329.88
Total for 100-000-43206-5110						\$ 1,071.21
100-000-43206-5120 HEATING SERVICES						
VENDOR: WASHINGTON GAS						
1	FEBRUARY	3980048510-0215	100 N CHURCH ST 01/12-02/1	81696	02/27/2015 \$	234.93
100-000-43206-5130 WATER & SEWER SERVICES						
VENDOR: DEHAVEN BERKELEY SPRINGS WATER CORP.						
1	FEBRUARY	RT03-003530	WATER	81638	02/27/2015 \$	12.90
VENDOR: TOWN OF BERRYVILLE						
1	FEBRUARY	1004000-01/15	100 N CHURCH 12/22-01/23	81589	02/13/2015 \$	325.00
Total for 100-000-43206-5130						\$ 337.90
100-000-43206-6007 REPAIR AND MAINT SUPPLIES						
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
2	FEBRUARY	071525	56171 - AHES STRIP	7216	02/13/2015 \$	2.99
1	FEBRUARY	071721	56171 - CABLE	7287	02/27/2015 \$	35.90
Total for 100-000-43206-6007						\$ 38.89
100-000-43207-3310 REPAIR & MAINTENANCE						
VENDOR: NATIONAL ELEVATOR INSPECTION SERV., INC.						
1	FEBRUARY	0180942	INSPECTION	7323	02/27/2015 \$	144.00
100-000-43207-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
1	FEBRUARY	2048188888 0215	102 N CHURCH 12/12-01/12	7329	02/27/2015 \$	3,770.99
100-000-43208-3310 REPAIR & MAINTENANCE						
VENDOR: NATIONAL ELEVATOR INSPECTION SERV., INC.						
1	FEBRUARY	0181572	INSPECTION	7323	02/27/2015 \$	144.00
VENDOR: RIDDLEBERGER BROS INC						
1	FEBRUARY	87753	CLERK OFFICES AND CONF WIT	7265	02/13/2015 \$	432.50
1	FEBRUARY	87754	BOILER DOWN	7265	02/13/2015 \$	752.50
1	FEBRUARY	87795	BACKFLOW PREVENTER BURST Q	7331	02/27/2015 \$	2,580.86
VENDOR: WINCHESTER FIRE & SECURITY LLC						
1	FEBRUARY	9298	REPLACE BACKFLOW ON METER	81606	02/13/2015 \$	456.00
Total for 100-000-43208-3310						\$ 4,365.86
100-000-43208-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
3	FEBRUARY	2048188888 0215	104 N CHURCH 12/12-01/12	7329	02/27/2015 \$	912.81
1	FEBRUARY	3750088888-0215	104 N CHRUCH ST	7329	02/27/2015 \$	40.69
Total for 100-000-43208-5110						\$ 953.50
100-000-43208-5120 HEATING SERVICES						
VENDOR: WASHINGTON GAS						

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1	FEBRUARY	3980048718-0215	104 N CHURCH ST 01/12-02/1	81696	02/27/2015 \$	676.67
100-000-43208-5130 WATER & SEWER SERVICES						
VENDOR: TOWN OF BERRYVILLE						
1	FEBRUARY	1003900-01/15	104 N CHURCH 12/22-01/23	81589	02/13/2015 \$	200.00
100-000-43208-6007 REPAIR AND MAINT SUPPLIES						
VENDOR: SOUTHERN REFRIGERATION						
1	FEBRUARY	368057	UNIT VALVE	7268	02/13/2015 \$	79.50
VENDOR: THOMAS PLUMBING & HEATING, INC.						
1	FEBRUARY	S23733	SUPPLIES	7274	02/13/2015 \$	1.80
Total for 100-000-43208-6007						81.30
100-000-43209-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
1	FEBRUARY	7658188888 0215	225 RAMSBURG LANE 12/15-01	7329	02/27/2015 \$	364.74
100-000-43209-5120 HEATING SERVICES						
VENDOR: QUARLES ENERGY SERVICES						
1	FEBRUARY	431583	ANIMAL SHELTER	81670	02/27/2015 \$	648.85
100-000-43210-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
1	FEBRUARY	0775388888 0215	524 WESTWOOD ROAD 12/15-01	7329	02/27/2015 \$	118.45
100-000-43210-5120 HEATING SERVICES						
VENDOR: EMMART OIL COMPANY						
1	FEBRUARY	1914301	HEATING OIL 524 WESTWOOD	7230	02/13/2015 \$	257.09
VENDOR: QUARLES ENERGY SERVICES						
1	FEBRUARY	071579	MAINT FACILITY GAS	81576	02/13/2015 \$	957.68
Total for 100-000-43210-5120						1,214.77
100-000-43211-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
1	FEBRUARY	2750088888 0215	225 AL SMITH CIR 12/18-01/	7329	02/27/2015 \$	2,087.93
100-000-43211-5120 HEATING SERVICES						
VENDOR: WASHINGTON GAS						
1	FEBRUARY	3980001204-0215	225 AL SMITH 01/14-02/11	81696	02/27/2015 \$	689.07
100-000-43211-5130 WATER & SEWER SERVICES						
VENDOR: TOWN OF BERRYVILLE						
1	FEBRUARY	9001300-01/15	REC CENTER 12/22-01/23	81589	02/13/2015 \$	102.00
100-000-43212-3310 REPAIR & MAINTENANCE						
VENDOR: MCDONALD, JERRY C.						
1	FEBRUARY	1345	LOADER HOURS/DIESEL FUEL	7322	02/27/2015 \$	705.00
100-000-43212-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
1	FEBRUARY	1650088888 0215	225 AL SMITH CIR 12/18-01/	7329	02/27/2015 \$	11.00
2	FEBRUARY	1650088888 0215	225 AL SMITH CIR 12/18-01/	7329	02/27/2015 \$	11.00
3	FEBRUARY	1650088888 0215	225 AL SMITH CIR 12/18-01/	7329	02/27/2015 \$	21.50
5	FEBRUARY	1650088888 0215	225 AL SMITH CIR 12/18-01/	7329	02/27/2015 \$	11.00
7	FEBRUARY	1650088888 0215	225 AL SMITH CIR 12/18-01/	7329	02/27/2015 \$	16.31
2	FEBRUARY	2750088888 0215	225 AL SMITH CIR 12/18-01/	7329	02/27/2015 \$	38.70

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3	FEBRUARY	2750088888 0215	225 AL SMITH CIR 12/18-01/	7329	02/27/2015 \$	36.54
Total for 100-000-43212-5110						\$ 146.05
100-000-43212-5130 WATER & SEWER SERVICES						
VENDOR: TOWN OF BERRYVILLE						
1	FEBRUARY	9001200-01/15	LITTLE LEAGUE 12/22-01/23	81589	02/13/2015 \$	15.00
1	FEBRUARY	9001500-01/15	HOUSE 12/22-01/23	81589	02/13/2015 \$	48.00
Total for 100-000-43212-5130						\$ 63.00
100-000-43212-6007 REPAIR AND MAINT SUPPLIES						
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	FEBRUARY	071546	56171 - ANTIFREEZE	7216	02/13/2015 \$	10.98
100-000-43213-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
4	FEBRUARY	1650088888 0215	225 AL SMITH CIR 12/18-01/	7329	02/27/2015 \$	26.93
5	FEBRUARY	2750088888 0215	225 AL SMITH CIR 12/18-01/	7329	02/27/2015 \$	32.16
Total for 100-000-43213-5110						\$ 59.09
100-000-43213-5130 WATER & SEWER SERVICES						
VENDOR: TOWN OF BERRYVILLE						
1	FEBRUARY	9001400-01/15	POOL 12/22-01/23	81589	02/13/2015 \$	20.00
100-000-43214-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
6	FEBRUARY	1650088888 0215	225 AL SMITH CIR 12/18-01/	7329	02/27/2015 \$	27.39
100-000-43214-6007 REPAIR AND MAINT SUPPLIES						
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	FEBRUARY	071726	56171 - EYE BOLT	7287	02/27/2015 \$	6.58
100-000-43215-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
4	FEBRUARY	2750088888 0215	225 AL SMITH CIR 12/18-01/	7329	02/27/2015 \$	31.81
100-000-43236-3310 REPAIR & MAINTENANCE						
VENDOR: RIDDLEBERGER BROS INC						
1	FEBRUARY	87814	BOILER TRIPPING	7331	02/27/2015 \$	1,156.50
100-000-43237-3310 REPAIR & MAINTENANCE						
VENDOR: NATIONAL ELEVATOR INSPECTION SERV., INC.						
1	FEBRUARY	0181573	INSPECTION	7323	02/27/2015 \$	144.00
100-000-43237-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
1	FEBRUARY	0801388888 0215	313 E MAIN ST 12/10-01/10	7329	02/27/2015 \$	127.16
1	FEBRUARY	4980388888 0215	311 E MAIN ST 12/10-01/11	7329	02/27/2015 \$	1,082.81
Total for 100-000-43237-5110						\$ 1,209.97
100-000-43237-5130 WATER & SEWER SERVICES						
VENDOR: TOWN OF BERRYVILLE						
1	FEBRUARY	2010600-01/15	313 E MAIN 12/22-01/23	81589	02/13/2015 \$	25.00
1	FEBRUARY	2010700-01/15	311 E MAIN 12/22-01/23	81589	02/13/2015 \$	50.00
Total for 100-000-43237-5130						\$ 75.00

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100-000-71100-3320			MAINTENANCE SERVICE CONTRACT			
VENDOR:	DDL BUSINESS SYSTEMS LLC					
1	FEBRUARY	60593	12/25-01/24	7227	02/13/2015 \$	61.54
100-000-71100-5210			POSTAL SERVICES			
VENDOR:	PURCHASE POWER					
8	FEBRUARY	35438654-02/15	POSTAGE	81669	02/27/2015 \$	56.41
100-000-71100-5230			TELECOMMUNICATIONS			
VENDOR:	TREASURER OF VIRGINIA					
18	FEBRUARY	T281899	DECEMBER 2014	7229	02/13/2015 \$	14.28
VENDOR:	VERIZON					
18	FEBRUARY	2728895-01/15	JAN 26-FEB 25	81599	02/13/2015 \$	60.28
			Total for 100-000-71100-5230		\$	74.56
100-000-71100-5810			DUES,SUBSCRIPTIONS & MEMBERSHIPS			
VENDOR:	BB&T FINANCIAL, FSB					
2	FEBRUARY	6723-02/09/2015	NATIONAL RECREATION AND PA	81626	02/27/2015 \$	60.00
VENDOR:	WINCHESTER STAR					
1	FEBRUARY	20626-02/15	SUBSCRIPTION	81701	02/27/2015 \$	112.00
			Total for 100-000-71100-5810		\$	172.00
100-000-71100-6008			VEHICLE AND EQUIPMENT FUEL			
VENDOR:	MANSFIELD OIL COMPANY					
6	FEBRUARY	SQLCD/00100966	01/16-01/31	7319	02/27/2015 \$	31.68
100-000-71310-6014			OTHER OPERATING SUPPLIES			
VENDOR:	LOWE'S					
1	FEBRUARY	040955-01/2015	CONTAINER/CLAW UTILITY	81566	02/13/2015 \$	70.68
100-000-71310-6015			MERCHANDISE FOR RESALE			
VENDOR:	COSTCO WHOLESALE INC. #239					
1	FEBRUARY	023910007244	WIPES/NAPKINS/TISSUE/PLATE	81637	02/27/2015 \$	41.48
100-000-71350-3100			PROFESSIONAL SERVICES			
VENDOR:	XTREME FIT STUDIO					
1	FEBRUARY	CHATMAN02132015	ZUMBA/FITNESS/YOGA CLASSES	7292	02/27/2015 \$	819.00
VENDOR:	CLARKE COUNTY HEALTH DEPARTMENT					
2	FEBRUARY	133401488-01/15	PROFESSIONAL SERVICES	81633	02/27/2015 \$	27.08
VENDOR:	JOHNSTON, JANE					
1	FEBRUARY	JOHNSTON021315	FITT/FLUID MOTION/YOGA CLA	7310	02/27/2015 \$	500.95
VENDOR:	JOHNSTON, TINA DBA INTEGRATED COUNSELING					
1	FEBRUARY	JOHNSTON021315	YOGA CLASSES	7311	02/27/2015 \$	220.04
VENDOR:	MONTGOMERY, CHRISTEL DBA CHEER ERUPTIONS					
1	FEBRUARY	MONTGOM02022015	GYMNASTICS CLASSES	7254	02/13/2015 \$	681.45
VENDOR:	OPUS OAKES, AN ART PLACE, INC.					
1	FEBRUARY	OPUS02022015	ART CLASSES	7259	02/13/2015 \$	419.00
VENDOR:	SWANK MOTION PICTURES					
1	FEBRUARY	RG1237249	SUMMER OUTDOOR MOVIE SERIE	81685	02/27/2015 \$	1,053.00
			Total for 100-000-71350-3100		\$	3,720.52
100-000-71350-5810			DUES,SUBSCRIPTIONS & MEMBERSHIPS			

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VENDOR:	DEPARTMENT OF STATE POLICE						
1	FEBRUARY	A0026 524149	BACKGROUND CHECK	81639	02/27/2015 \$	20.00	
VENDOR:	VIRGINIA DEPT OF SOCIAL SVC						
1	FEBRUARY	A-15534 02/15	BACKGROUND CHECKS	81693	02/27/2015 \$	7.00	
		Total for 100-000-71350-5810				\$	27.00
100-000-71350-5830 REFUNDS							
VENDOR:	ANDRIA DONNELLY						
1	FEBRUARY	191786	CANCELLATION REFUND	81641	02/27/2015 \$	45.00	
100-000-71350-6002 SUPPLIES - FOOD							
VENDOR:	FOOD LION, INC						
1	FEBRUARY	281164061025	GINGER ALE	81646	02/27/2015 \$	49.88	
VENDOR:	SCHENCK FOODS CO., INC.						
1	FEBRUARY	6005138	FOODS	81676	02/27/2015 \$	245.91	
		Total for 100-000-71350-6002				\$	295.79
100-000-71350-6013 SUPPLIES - EDUCATIONAL AND REC							
VENDOR:	BB&T FINANCIAL, FSB						
1	FEBRUARY	6723-02/09/2015	GAISPRI.COM	81626	02/27/2015 \$	22.48	
3	FEBRUARY	6723-02/09/2015	TARGET	81626	02/27/2015 \$	134.24	
		Total for 100-000-71350-6013				\$	156.72
100-000-71350-6014 OTHER OPERATING SUPPLIES							
VENDOR:	COSTCO WHOLESALE INC. #239						
2	FEBRUARY	023910007244	WIPES/NAPKINS/TISSUE/PLATE	81637	02/27/2015 \$	96.52	
100-000-81110-3100 PROFESSIONAL SERVICES							
VENDOR:	HALL, MCNAHAN, ENGLE, MAHAN & MITCHELL						
1	FEBRUARY	HALL02032015	LEGAL SERVICES JANUARY 201	7303	02/27/2015 \$	132.00	
100-000-81110-3140 ENGINEERING & ARCHITECTURAL							
VENDOR:	PIEDMONT GEOTECHNICAL, INC.						
1	FEBRUARY	1756VA-1	PROFESSIONAL SERVICES	7327	02/27/2015 \$	185.00	
1	FEBRUARY	1760VA	PROFESSIONAL SERVICES	7327	02/27/2015 \$	185.00	
		Total for 100-000-81110-3140				\$	370.00
100-000-81110-3500 PRINTING AND BINDING							
VENDOR:	COMMERCIAL PRESS						
1	FEBRUARY	114042	BUSINESS CARDS	7223	02/13/2015 \$	39.95	
100-000-81110-5210 POSTAL SERVICES							
VENDOR:	BB&T FINANCIAL, FSB						
1	FEBRUARY	6715-02/09/2015	USPS	81626	02/27/2015 \$	4.76	
VENDOR:	PURCHASE POWER						
11	FEBRUARY	35438654-02/15	POSTAGE	81669	02/27/2015 \$	504.60	
		Total for 100-000-81110-5210				\$	509.36
100-000-81110-5230 TELECOMMUNICATIONS							
VENDOR:	TREASURER OF VIRGINIA						
19	FEBRUARY	T281899	DECEMBER 2014	7229	02/13/2015 \$	2.40	
VENDOR:	VERIZON						

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19	FEBRUARY	2728895-01/15	JAN 26-FEB 25	81599	02/13/2015 \$	16.60
Total for 100-000-81110-5230						\$ 19.00
100-000-81110-5540 TRAVEL CONVENTION & EDUCATION						
VENDOR: BB&T FINANCIAL, FSB						
4	FEBRUARY	6715-02/09/2015	ONLINE EVENT REGISTRATION	81626	02/27/2015 \$	500.00
6	FEBRUARY	6715-02/09/2015	WEBINAR - 2003 INTERNATION	81626	02/27/2015 \$	26.33
7	FEBRUARY	6715-02/09/2015	WEBINAR - LEGAL ASPECTS OF	81626	02/27/2015 \$	50.01
Total for 100-000-81110-5540						\$ 576.34
100-000-81110-6001 OFFICE SUPPLIES						
VENDOR: BB&T FINANCIAL, FSB						
5	FEBRUARY	6715-02/09/2015	VARIDESK SINGLE	81626	02/27/2015 \$	325.27
100-000-81110-6012 SUPPLIES - BOOKS AND SUBSCRIPTIONS						
VENDOR: BB&T FINANCIAL, FSB						
2	FEBRUARY	6715-02/09/2015	AMAZON	81626	02/27/2015 \$	66.14
8	FEBRUARY	6715-02/09/2015	ZUCKER SYSTEMS-ABZS OF PLA	81626	02/27/2015 \$	48.50
9	FEBRUARY	6715-02/09/2015	FOIA ACT 2012 OFFICALS GUI	81626	02/27/2015 \$	5.00
Total for 100-000-81110-6012						\$ 119.64
100-000-81510-3600 ADVERTISING						
VENDOR: NORTHERN VIRGINIA DAILY						
1	FEBRUARY	24	ECONOMIC DEVELOPMENT	81661	02/27/2015 \$	210.00
VENDOR: WINCHESTER STAR						
2	FEBRUARY	1651188-01/2015	HEARING/HELP WANTED/DEV &	7348	02/27/2015 \$	556.80
Total for 100-000-81510-3600						\$ 766.80
100-000-81520-3100 PROFESSIONAL SERVICES						
VENDOR: HALL, MONAHAN, ENGLE, MAHAN & MITCHELL						
2	FEBRUARY	HALL02032015	LEGAL SERVICES JANUARY 201	7303	02/27/2015 \$	32.00
100-000-81600-3160 BOARD MEMBER FEES						
VENDOR: BOUFFAULT, ROBINA RICH						
1	FEBRUARY	PLANCOM02062015	PLANNING COMMISSION MEETIN	7288	02/27/2015 \$	50.00
VENDOR: RANDY BUCKLEY						
1	FEBRUARY	PLANCOM02062015	PLANNING COMMISSION MEETIN	7290	02/27/2015 \$	50.00
VENDOR: CALDWELL, ANNE						
1	FEBRUARY	PLANCOM02062015	PLANNING COMMISSION MEETIN	7291	02/27/2015 \$	50.00
VENDOR: DOUGLAS KRUEH						
1	FEBRUARY	PLANCOM02062015	PLANNING COMMISSION MEETIN	7313	02/27/2015 \$	50.00
VENDOR: FRANK LEE						
1	FEBRUARY	PLANCOM02062015	PLANNING COMMISSION MEETIN	7316	02/27/2015 \$	50.00
VENDOR: GWENDOLYN C MALONE						
1	FEBRUARY	PLANCOM02062015	PLANNING COMMISSION MEETIN	7318	02/27/2015 \$	50.00
VENDOR: NELSON, CLIFFORD M.						
1	FEBRUARY	PLANCOM02062015	PLANNING COMMISSION MEETIN	7324	02/27/2015 \$	50.00
VENDOR: OHRSTROM II, GEORGE						
1	FEBRUARY	PLANCOM02062015	PLANNING COMMISSION MEETIN	7326	02/27/2015 \$	50.00
VENDOR: TURKEL, JON						
1	FEBRUARY	PLANCOM02062015	PLANNING COMMISSION MEETIN	7342	02/27/2015 \$	50.00

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Total for 100-000-81600-3160						\$ 450.00
100-000-81800-3100			PROFESSIONAL SERVICES			
VENDOR: KALBIAN, MARAL S.						
1	FEBRUARY	KALBIAN02022015	PROFESSIONAL SERVICES	7243	02/13/2015	\$ 440.00
2	FEBRUARY	KALBIAN02022015	PROFESSIONAL SERVICES	7243	02/13/2015	\$ 2,850.00
Total for 100-000-81800-3100						\$ 3,290.00
100-000-81920-5699			CIVIC CONTRIBUTIONS			
VENDOR: WINCHESTER REGIONAL AIRPORT AUTHORITY						
1	FEBRUARY	01312015	CAPITAL APPROP	81607	02/13/2015	\$ 625.00
100-000-83100-3841			VPI EXTENSION AGENT			
VENDOR: VIRGINIA TECH						
1	FEBRUARY	2NDQTR02102015	BILLING FY2015 2ND QTR	81595	02/13/2015	\$ 7,979.76
100-000-83100-5210			POSTAGE			
VENDOR: PURCHASE POWER						
10	FEBRUARY	35438654-02/15	POSTAGE	81669	02/27/2015	\$ 254.92
100-000-83100-5230			TELECOMMUNICATIONS			
VENDOR: TREASURER OF VIRGINIA						
12	FEBRUARY	T281899	DECEMBER 2014	7229	02/13/2015	\$ 9.29
VENDOR: VERIZON						
20	FEBRUARY	2728895-01/15	JAN 26-FEB 25	81599	02/13/2015	\$ 6.64
Total for 100-000-83100-5230						\$ 15.93
100-000-92900-5830			REFUNDS			
VENDOR: FRITZIE CONLEY CARPER						
1	FEBRUARY	REFUND	REFUND FOR APPLICATION NEV	81628	02/27/2015	\$ 50.00
TOTAL DEFINITION TYPE 0 :						\$ 131,803.63
TOTAL EXPENDITURES :						\$ 131,803.63
TOTAL for FISCAL YEAR 2015 :						\$ 131,803.63
TOTAL PAYMENTS :						\$ 131,803.63

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Fiscal Year: 2015						
EXPENDITURES						
DEFINITION TYPE 0						
231-000-31200-6000		MATERIAL AND SUPPLIES				
VENDOR: BB&T FINANCIAL, FSB						
1	FEBRUARY	1877-02/09/2015	BEST BUY	81626	02/27/2015 \$	559.98
231-000-31200-6010		POLICE SUPPLIES				
VENDOR: AUDIO VISUAL INNOVATIONS						
1	FEBRUARY	955709	STAND/MOBILE TELEPRESENCE	7214	02/13/2015 \$	1,405.41
1	FEBRUARY	957094	VIDEO MONITORING EQUIPMENT	7284	02/27/2015 \$	8,411.20
VENDOR: BB&T FINANCIAL, FSB						
4	FEBRUARY	6665-02/09/2015	DEFENSE DEVICES	81626	02/27/2015 \$	303.85
Total for 231-000-31200-6010						\$ 10,120.46
231-128-31200-5800		MISCELLANEOUS				
VENDOR: BB&T FINANCIAL, FSB						
5	FEBRUARY	6558-02/09/2015	PAPER SUBSCRIPTION	81626	02/27/2015 \$	21.00
231-128-31200-6001		MATERIALS AND SUPPLIES				
VENDOR: BB&T FINANCIAL, FSB						
2	FEBRUARY	1877-02/09/2015	DUNKIN DONUTS	81626	02/27/2015 \$	33.66
3	FEBRUARY	1877-02/09/2015	DUNKIN DONUTS	81626	02/27/2015 \$	33.66
3	FEBRUARY	6558-02/09/2015	KOHL'S	81626	02/27/2015 \$	135.46
4	FEBRUARY	6558-02/09/2015	COSTCO.COM	81626	02/27/2015 \$	84.03
2	FEBRUARY	6665-02/09/2015	DUNKIN DONUTS	81626	02/27/2015 \$	22.07
3	FEBRUARY	6665-02/09/2015	DUNKIN DONUTS	81626	02/27/2015 \$	5.25
Total for 231-128-31200-6001						\$ 314.13
235-000-82700-3100		PROFESSIONAL SERVICES				
VENDOR: BB&T FINANCIAL, FSB						
3	FEBRUARY	6715-02/09/2015	CROWN TROPHY	81626	02/27/2015 \$	201.00
VENDOR: ROBIN COUCH CARDILLO						
1	FEBRUARY	CEA 15-128-002	EVENT PREP, INVITATIONS, DAT	7332	02/27/2015 \$	1,717.73
VENDOR: WINCHESTER PRINTERS, INC.						
1	FEBRUARY	35590	ENVELOPES LETTERFORM AND P	7277	02/13/2015 \$	998.07
Total for 235-000-82700-3100						\$ 2,916.80
235-000-82700-5800		MISCELLANEOUS				
VENDOR: BB&T FINANCIAL, FSB						
10	FEBRUARY	6715-02/09/2015	CAMINO REAL	81626	02/27/2015 \$	156.78
301-610-94300-3000		PURCHASED SERVICES				
VENDOR: LORD FAIRFAX SOIL & WATER CONSERVATION						
1	FEBRUARY	15832-01/20/15	SPOUT RUN WATERSHED STREAM	81564	02/13/2015 \$	10,388.52
1	FEBRUARY	GRANT15832 1214	SPOUT RUN PROJECT WASTLER	81656	02/27/2015 \$	513.00
1	FEBRUARY	GRANT15832-1214	SPOUT RUN PROJECT KOWALSKI	81656	02/27/2015 \$	848.25
Total for 301-610-94300-3000						\$ 11,749.77
301-800-94278-8105		MOTOR VEHICLES				
VENDOR: TELTRONIC						
1	FEBRUARY	554386	VEHICULAR CHARGER KIT	7273	02/13/2015 \$	344.71

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301-800-94282-8103			COMMUNICATION EQUIPMENT REPLACEMENT			
VENDOR: SOUTHERN SOFTWARE, INC.						
1	FEBRUARY	233248	CAD INTERFACE	7269	02/13/2015 \$	850.00
301-800-94300-3000			PURCHASED SERVICES			
VENDOR: PROJECT HOPE						
1	FEBRUARY	GRANT34107-1214	SPOUT RUN PROJECT	81666	02/27/2015 \$	5,000.00
301-800-94318-3140			ENGINEERING & ARCHITECTURAL			
VENDOR: CHESTER ENGINEERS						
1	FEBRUARY	50291	SHERIFFS OFFICE RENOVATION	7222	02/13/2015 \$	7,084.00
1	FEBRUARY	50650	SHERIFFS OFFICE RENOVATION	7293	02/27/2015 \$	3,486.80
Total for 301-800-94318-3140						\$ 10,570.80
301-800-94318-8112			CONSTRUCTION REPLACEMENT			
VENDOR: BB&T FINANCIAL, FSB						
1	FEBRUARY	0872-02/09/2015	BLINDS.COM	81626	02/27/2015 \$	633.95
3	FEBRUARY	0872-02/09/2015	GREEN ELECTRICAL SUPPLY	81626	02/27/2015 \$	101.96
4	FEBRUARY	0872-02/09/2015	SPRINGS WINDOW FASHIONS	81626	02/27/2015 \$	96.20
VENDOR: MIKE COOK PAINTING SERVICE						
1	FEBRUARY	01282015	SHERIFF DEPT PAINTING	81659	02/27/2015 \$	3,496.37
Total for 301-800-94318-8112						\$ 4,328.48
301-800-94338-3000			Purchased Services			
VENDOR: TYLER TECHNOLOGIES						
1	FEBRUARY	045-125803	TRAINING	7276	02/13/2015 \$	1,586.25
1	FEBRUARY	045-125987	TRAINING	7343	02/27/2015 \$	2,148.93
1	FEBRUARY	045-126603	TRAINING	7343	02/27/2015 \$	2,103.50
1	FEBRUARY	045-127847	TRAINING	7343	02/27/2015 \$	2,095.72
Total for 301-800-94338-3000						\$ 7,934.40
301-800-94338-5210			POSTAL SERVICES			
VENDOR: BB&T FINANCIAL, FSB						
3	FEBRUARY	1636-02/09/2015	USPS	81626	02/27/2015 \$	410.00
VENDOR: UNITED PARCEL SERVICE						
1	FEBRUARY	0000A1613X055	SHIPMENT	81594	02/13/2015 \$	33.57
Total for 301-800-94338-5210						\$ 443.57
TOTAL DEFINITION TYPE 0 :						\$ 55,310.88
TOTAL EXPENDITURES :						\$ 55,310.88
TOTAL for FISCAL YEAR 2015 :						\$ 55,310.88
						=====
TOTAL PAYMENTS :						\$ 55,310.88

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Fiscal Year: 2015						
EXPENDITURES						
DEFINITION TYPE 0						
607-000-12240-3120			PROFESSIONAL SERVICES			
VENDOR: ROBINSON, FARMER, COX ASSOCIATES						
1	FEBRUARY	47260	AUDIT OF FINANCIAL STATEME	7333	02/27/2015 \$	27,500.00
607-000-12510-3320			MAINTENANCE SERVICE CONTRACT			
VENDOR: RICOH USA INC						
1	FEBRUARY	5034627482	11/12-02/11	81672	02/27/2015 \$	50.46
607-000-12530-4300			CENTRAL PURCHASING/STORE			
VENDOR: B W WILSON PAPER CO INC						
1	FEBRUARY	1782313	PAPER	81544	02/13/2015 \$	2,361.71
VENDOR: BB&T FINANCIAL, FSB						
1	FEBRUARY	1636-02/09/2015	ON TIME SUPPLIES	81626	02/27/2015 \$	82.89
1	FEBRUARY	BBTLATECHGREFUN	LATE CHARGE REFUNDED FROM	81626	02/27/2015 \$	35.00-
VENDOR: CDW GOVERNMENT						
1	FEBRUARY	RV24950	WIRELESS MOUSE/FLASH DRIVE	7221	02/13/2015 \$	323.92
VENDOR: INDEPENDENT STATIONERS						
1	FEBRUARY	IN-000500416	BINDER/CALCULATOR/HILIGHTE	7307	02/27/2015 \$	129.19
VENDOR: OFFICE DEPOT						
1	FEBRUARY	748567218001	MARKER/WIPES/BINDER/CLIPBO	81569	02/13/2015 \$	521.52
1	FEBRUARY	750544721001	BASEL/3 HOLE PUNCH	81569	02/13/2015 \$	53.91
1	FEBRUARY	755547379001	ORGANIZER	81663	02/27/2015 \$	58.36
1	FEBRUARY	755547631001	PENCIL	81663	02/27/2015 \$	11.07
VENDOR: QUILL CORPORATION						
1	FEBRUARY	1305631	TABLE CARD HOLDER	7328	02/27/2015 \$	9.49
1	FEBRUARY	1450563	TONER/STAPLER	7328	02/27/2015 \$	521.02
1	FEBRUARY	1469628	STAPLER	7328	02/27/2015 \$	120.00
1	FEBRUARY	873216	ORG INVOICE 9606748 CREDIT	7328	02/27/2015 \$	9.49-
1	FEBRUARY	9512742	TONER/STAPLE REMOVER/MOIST	7261	02/13/2015 \$	304.75
1	FEBRUARY	9606748	CARD HOLDER	7261	02/13/2015 \$	9.49
1	FEBRUARY	9829012	PC HELVETICA LTR	7261	02/13/2015 \$	10.62
VENDOR: STAPLES TECHNOLOGY SOLUTIONS						
1	FEBRUARY	BFY774	TONER	81584	02/13/2015 \$	417.78
1	FEBRUARY	BGH375	TONER	81584	02/13/2015 \$	195.33
VENDOR: SUPPLY ROOM COMPANIES, THE						
1	FEBRUARY	2254273-0	PENS	7339	02/27/2015 \$	75.44
			Total for 607-000-12530-4300		\$	5,162.00
607-000-12530-5210			POSTAL SERVICES			
VENDOR: PURCHASE POWER						
4	FEBRUARY	35438654-02/15	POSTAGE	81669	02/27/2015 \$	295.97
607-000-12530-5230			TELECOMMUNICATIONS			
VENDOR: TREASURER OF VIRGINIA						
13	FEBRUARY	T281899	DECEMBER 2014	7229	02/13/2015 \$	12.53
VENDOR: VERIZON						
30	FEBRUARY	2728895-01/15	JAN 26-FEB 25	81599	02/13/2015 \$	94.67
			Total for 607-000-12530-5230		\$	107.20
732-000-12530-3000			PURCHASED SERVICES - TRANSACTION FEE			

CLARKE COUNTY
 FEBRUARY VENDOR PAYMENT REPORT
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VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
=====						
VENDOR:	WAGE WORKS					
1	FEBRUARY	125AI0373177	MONTHLY ADMIN FEE	81605	02/13/2015	\$ 401.75
TOTAL DEFINITION TYPE 0 :						\$ 33,517.38
TOTAL EXPENDITURES :						\$ 33,517.38
TOTAL for FISCAL YEAR 2015 :						\$ 33,517.38
TOTAL PAYMENTS :						\$ 33,517.38

CLARKE COUNTY
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VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
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Fiscal Year: 2015

REVENUES

DEFINITION TYPE 0

100-000-189908 SALE OF VEHICLES

VENDOR: AUCTIONEER SCOTT S. STROSNIDER

1	FEBRUARY	REPRINT10212014	CLARKE AUCTION	81616	02/27/2015	\$ 866.58
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TOTAL DEFINITION TYPE 0 : \$ 866.58

TOTAL REVENUES : \$ 866.58

TOTAL PAYMENTS : \$ 866.58