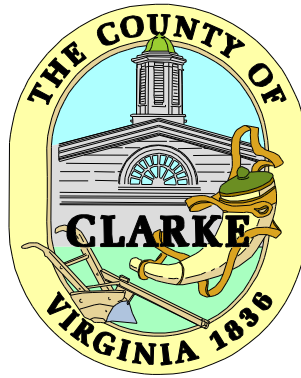


Clarke County Board of Supervisors



Regular Meeting Packet

September 16, 2014



Clarke County Board of Supervisors Regular Meeting Agenda

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

Item **September 16, 2014** Packet Page

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C. Virginia Pollutant Discharge Elimination System (VPDES) Permit Modification Request -- Mt. Weather Emergency Operations Center. Action: Information Only.	63
D. 2014 Town of Berryville and Clarke County Bicycle & Pedestrian Plan. Action: At the 09-08 Work Session, Supervisor Staelin moved to accept the plan and forward to the Planning Commission for use as a guidance document. The motion passed 4/0; Supervisor McKay absent.	78
E. Clarke County General Government Pay and Classification Study and Personnel Policy Review. Action: County staff coordinating a Personnel Work Session for early October.	
F. Personnel Policy Review Establish Dates and Times for Committee of the Whole. Action: County staff coordinating a Personnel Work Session for early October.	
G. Northwestern Regional Adult Detention Center Request for Funding. Action: At the 09-08 Work Session, Supervisor Byrd moved to accept the invoice and process for payment with direction to the Finance Director to determine the need for a supplemental appropriation and to prepare a request for one if needed. The motion passed 4/0; Supervisor McKay absent.	135
H. Transfer budget from Sheriff to Communications. Action: By consensus, the board approved the Finance Director's request to transfer funds previously held in a separate line item to fund a portion of the Communications Center operations to the Sheriff's Office Budget to more accurately reflect the current operation of the Center.	136
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Note: The order in which Agenda items are considered may be changed to assure that public hearings are started as close as possible to the scheduled time Page 1 of 2

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Clarke County Board of Supervisors Regular Meeting Agenda

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

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

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Clarke County Board of Supervisors

WE CLARKE COUNTY BOARD OF SUPERVISORS REGULAR MEETING PACKET SEPTEMBER 16, 2014

Call To Order

Clarke County Board of Supervisors

Adoption of Agenda

Clarke County Board of Supervisors

Citizen Comment Period

Clarke County Board of Supervisors

VDOT

COUNTY CODE TEXT AMENDMENT (CC-2014-03)
Establish Department of Fire, Emergency Medical Services (EMS), and Emergency Management
September 16, 2014 Board of Supervisors Meeting – SET PUBLIC HEARING
STAFF REPORT – Department of Planning

The purpose of this staff report is to provide information to the Board of Supervisors to assist them in reviewing this proposed text amendment to the Code of Clarke County. It may be useful to members of the general public interested in this proposed amendment.

Description:

Proposed amendment to add a new Chapter 17, Department of Fire, Emergency Medical Services (EMS), and Emergency Management; and to amend Chapter 93, Fire Prevention to the Code of Clarke County. The purpose of the amendment is to create a new Department for the management of Fire, EMS, and Emergency Management; to establish the roles and responsibilities of the Department director, County staff, and the Fire and EMS Commission; and to identify the County’s providers of fire and emergency medical services and their relationship to the Department. The amendment also clarifies the role of the senior officer in charge of an incident as established by the Code of Virginia.

Code of Virginia Authority:

- §18.2-414.1, Obstructing members of rescue squad in performance of mission; penalty.
- §27-14, Ordinances as to fire/EMS departments, etc.
- §27-15.1, Authority of chief, director or other officer in charge when answering alarm or operating at an emergency incident; penalty for refusal to obey orders.
- §27-23.6, Provision of fire-fighting or emergency medical services.
- §44-146.19, Powers and duties of political subdivisions.

Requested Action:

Staff recommends setting public hearing for the Board’s October 21, 2014 meeting.

Staff Discussion/Analysis:

This proposed text amendment is provided in conjunction with the Board of Supervisors’ effort to implement the Fire & EMS Workgroup’s recommendations -- specifically to establish the scope and authority of a new Fire & EMS Commission and Director of Fire & EMS. The text amendment is modeled after a similar ordinance that is used by Campbell County. Similar to Clarke County, Campbell County has a combination career-volunteer Fire & EMS system and employs a director of fire & EMS in lieu of a county chief. Campbell also uses appointed commissions to provide policy recommendations and facilitate cooperation among the system’s participants and stakeholders. It should be noted that the Fire & EMS Workgroup reviewed the Campbell County ordinance during their deliberations earlier in the year and identified it as a best practice. The following text amendment is consistent with the Workgroup’s recommendations.

To summarize, the text amendment accomplishes the following purposes:

- **Establish a new County Department of Fire, Emergency Medical Services (EMS), and Emergency Management.** The text amendment formally establishes and recognizes this new County Department as consisting of both the County-employed staff and volunteer company firefighters and EMS personnel.
- **Director of Fire and EMS role and responsibilities.** Language is included to note the appointment of the new Director position (§17.2 and §17.5) and codifies its responsibilities. The list of responsibilities set forth in §17.5 make it clear that the Director is responsible for managing the County-employed staff and that the position reports to the County Administrator. Also noted is that the Director has a coordination role in providing recommendations on fire and emergency services to the Fire and EMS Commission and the Board of Supervisors. The Director may also serve as the Coordinator of Emergency Services at the County Administrator's discretion, and is empowered to serve as a senior officer and may take command of a fire or EMS incident on an as-needed basis.
- **Fire and EMS Commission.** Language is also included to codify the membership composition, term, role, and responsibilities of the recently-appointed Fire and EMS Commission (§17-6). The detailed list of responsibilities is taken from the recommendations of the Fire & EMS Workgroup. The Fire and EMS Commission would act as a high-level planning and policy review group, and would provide the Board with recommendations on issues having a substantive impact on the County's emergency response system or infrastructure impacting service delivery.
- **Providers of Fire and Emergency Services.** The amendment formally recognizes the County's three volunteer companies along with the Mount Weather Emergency Operations Center and agencies/organizations responding in accordance with mutual aid agreements as being part of the Department and authorized to provide fire and emergency services in the County (§17.7). Language is included to note that the County's volunteer companies shall be assigned response areas that are to be determined among the volunteer companies. §17.8 notes the responsibilities of each County volunteer company including the appointment of a Chief, compliance with all applicable laws and standards, and coordination of operations and activities with the Director.
- **Personnel responsibility and authority.** §17.9 lists the rights and responsibilities of the members of the volunteer companies including compliance with all applicable laws and standards including any practices and procedures established by the Board of Supervisors.
- **Obedience to orders of the senior officer in charge at fire and EMS incidents.** §17-10 is included in the text amendment to codify the authority granted under the Code of Virginia to the senior officer in command of an accident scene, fire, or other emergency incident. Similar language currently found in §93.1 is recommended for repeal by the

County Attorney as the new language proposed in §17-10 better reflects the state code authority.

- **Repeal of section on Authority of Fire Marshal.** In reviewing Chapter 93, the County Attorney has recommended that §93-2 on the authority of the county fire marshal be repealed since the County currently does not have a fire marshal. In the event that a fire marshal is employed by the County in the future, this enabling language can be included in the sections of the Fire Prevention Code that are required to be adopted in order to employ a fire marshal.

County Attorney Bob Mitchell has reviewed this proposed text amendment for legal issues and conformance with State code. His recommendations have been incorporated into this draft. Additionally, Staff has developed a chain of communications flowchart that depicts how the current and proposed stakeholders and entities in this process would communicate with one another under the provisions of this text amendment. A copy of this flowchart is included for your reference.

Staff Recommendation:

Staff has no outstanding concerns with the adoption of the text amendment.

Amendment Text (Proposed changes to Chapter 93 are shown in bold italics with strikethroughs where necessary. Chapter 17 is a new proposed code chapter.):

CHAPTER 17 FIRE, EMERGENCY MEDICAL SERVICES (EMS), AND EMERGENCY MANAGEMENT, DEPARTMENT OF

Code of Virginia References (§18.2-414.1; §27-14, 15.1, and 23.6; §44-146.19)

§17-1 Establishment of the Department of Fire, Emergency Medical Services (EMS), and Emergency Management

A. In order to help ensure the protection of citizens, visitors, and property of Clarke County, the firefighting, emergency medical services (EMS), and emergency management services are organized under a Department of Fire, Emergency Medical Services (EMS), and Emergency Management (“the Department”). These services shall be provided by using both County-employed and volunteer company firefighters and EMS personnel. As such, the County-recognized volunteer fire-fighting and EMS entities shall be deemed an instrumentality of the County and shall receive the full benefit and protections of the law while acting in that capacity.

B. In order to effectively carry out the provisions of Subsection A of this section, the Department shall be organized to coordinate all fire, EMS, and emergency management and preparedness services within the County.

C. The Department shall be composed of the County officials and County-employed staff (“the Staff”) of the Department, and the volunteer fire and EMS companies. The volunteer fire and EMS companies are recognized as entities of the Department and are an integral part of the County’s public safety program.

§17-2 Appointment of a Director of Fire and Emergency Medical Services (EMS)

A. The County Administrator shall appoint a Director of Fire and Emergency Medical Services (EMS) (“the Director”) to head the Department and to carry out the responsibilities set forth in §17.5. The Director shall report to the County Administrator and the Department Staff shall report to the Director.

§17-3 Appointment of a Coordinator of Emergency Management

A. The County Administrator shall serve as the County’s Coordinator of Emergency Management. The responsibilities of the Coordinator of Emergency Management may be delegated to the Director at the discretion of the County Administrator.

B. The Coordinator of Emergency Management shall provide general management of the planning, preparation, and response for any disaster which impacts the County and requires implementation of the County’s emergency operations plan.

§17-4 Responsibilities of the Department

A. The Department shall be responsible for coordinating and managing the services and functions as described above in §17-1 and in the sections below.

B. The Department may employ Staff to perform a variety of functions to support fire, EMS, and emergency management services. These functions include but are not limited to firefighting, emergency medical services/EMT, volunteer recruitment/retention, grant writing, and administrative services. The Director shall manage and oversee the Staff unless otherwise designated by the County Administrator.

§17-5 Responsibilities of the Director

A. The Director shall carry out the responsibilities and general management of the Department, shall establish and enforce Departmental policies, procedures, and guidelines consistent with this Chapter for the administration and operation of the Department. The Director’s specific responsibilities shall be as assigned by the County Administrator.

B. The Director shall have management oversight of the Department’s Staff. Management oversight of the volunteer companies and volunteer staff shall be the responsibility of the chiefs of the individual companies and their respective governing boards.

C. The Director shall make periodic recommendations to the County Administrator and Board of Supervisors on how to effectively provide the best fire and emergency services

available based on risk management principles within the parameters established by the Board for fiscal management and emergency response service level objectives. Any recommendations proposed by the Director that will have a substantive impact on the County's emergency response system or infrastructure impacting service delivery shall be reviewed by the Fire and EMS Commission prior to presenting the recommendations to the Board of Supervisors. The results of the Commission's review shall also be provided to the Board of Supervisors.

D. The Director shall serve as a senior officer for fire and/or EMS and shall have the authority to take command of an incident on an as-needed basis in the absence of a volunteer chief. The Director shall possess the skills, training, and certifications necessary to serve as a senior fire officer, senior EMS officer, or both.

§17-6 Fire and EMS Commission

A. The Board of Supervisors shall appoint a Fire and EMS Commission ("the Commission") to provide planning-level oversight of the Fire and EMS systems in the County; to oversee strategic planning efforts; and to provide mechanism for collaboration and coordination on issues impacting fire, EMS, and emergency management services with the Director, the County Sheriff, volunteer companies, and the Board of Supervisors. The Commission shall work in coordination with the Director on these issues, and the Director shall provide staff support to the Commission.

B. Membership Composition; Term. The Commission shall consist of seven (7) members including one (1) member of the Board of Supervisors; the Clarke County Sheriff; two (2) representatives recommended by the Clarke County Fire and Rescue Association to represent Fire and EMS services respectively; and three (3) citizens-at-large representing consumers of fire and EMS services. The two (2) Fire and Rescue Association representatives and the Board of Supervisors appointee shall serve one-year terms. The three (3) citizens-at-large shall be appointed for initial terms of one (1) year, two (2) years, and three (3) years and thereafter for four (4) year terms. The Sheriff shall serve a term coterminous with the term of office.

C. Responsibilities of the Commission. The Commission shall have the following specific responsibilities to be completed in cooperation with the Director:

1. Develop and maintain a Fire & EMS Strategic Plan.
2. Annually review the Emergency Operations Plan (EOP) and provide recommendations on changes to the Board of Supervisors.
3. Review and advise on implementation strategies for policy and protocol changes for Fire & EMS operations.
4. Provide platform for resolving policy and protocol disputes among the companies, the career staff, and/or with the emergency communications center.
5. Review and provide recommendations on budgetary matters including recommending the use of funding and service agreements.
6. Evaluate compliance with established performance objectives and develop recommendations to address deficiencies.
7. Develop, implement, promote, and participate in annual emergency preparedness exercises.

8. Evaluate other related issues as requested by the Board of Supervisors.

The Commission shall also review and provide recommendations on any proposals by the Director that will have a substantive impact on the County's emergency response system or infrastructure impacting service delivery.

§17-7 Recognition of Providers of Fire and Emergency Services

A. Volunteer organizations. The following volunteer organizations are hereby recognized as entities of the Clarke County Department of Fire, Emergency Medical Services (EMS), and Emergency Management and are hereby permitted to provide fire and EMS services in Clarke County:

1. John H. Enders Fire Company and Rescue Squad
2. Boyce Volunteer Fire Company
3. Blue Ridge Volunteer Fire and Rescue Company 8

B. Other organizations and groups. The following organizations and groups are hereby recognized as nonjurisdictional entities that are hereby permitted to provide fire and EMS services in Clarke County:

1. Mount Weather Emergency Operations Center.
2. Entities responding to Clarke County emergencies in accordance with mutual aid agreements.

C. Response areas. Each of the organizations listed in §17-7(A) shall be assigned response areas that provide the best services to the citizens of the County. Response areas shall be determined among the volunteer companies and a written copy of the response areas shall be provided to the Director, who shall maintain the copy and make it available to the Emergency Communications Center, Commission, and the general public. Nonjurisdictional entities listed in §17-7(B) may be assigned a response area if determined to be appropriate by the volunteer companies.

§17-8 Entities of County Fire and EMS Division responsible to the Department

A. Each of the organizations listed in §17-7(A) and (B) shall coordinate their operations and activities with the Department and shall carry out their assigned tasks to the best of their ability.

B. Each volunteer organization listed in §17-7(A) shall appoint a chief who shall be responsible for the overall direction and control of fire and EMS activities using federally-mandated NIMS protocols within the organization's respective first due response areas. Additionally, the chief shall ensure that the organization complies with all of the provisions of applicable laws, ordinances, and standard operating procedures/guidelines in coordination with

the Department and shall advise and communicate the organization's operations and activities with the Director.

C. The fire and EMS Staff, when responding to calls, shall follow all applicable federal, state, and local regulations and will function under the same standards incorporating NIMS as noted in subsection B above.

§17-9 Personnel Responsibility and Authority

A. All officially recognized members of the organizations listed in §17-7(A) and (B) shall perform their respective duties, as outlined in the standard operating procedures/guidelines and applicable laws and ordinances, to the best of their ability.

B. All officially recognized members of the organizations listed in §17-7(A) and (B) shall be subject any procedures and practices established by the Board of Supervisors.

C. While performing in their official capacity, each of the members of the organizations and groups listed in in §17-7(A) and (B) shall have the authority to carry out their respective assignments as provided for in applicable laws, ordinances, and standard operating procedures/guidelines.

D. While performing in their official capacity and acting within the guidelines of the Department, each of the members of the organizations and groups listed in in §17-7(A) and (B) shall be afforded all of the privileges, rights, and remedies available to them under the law.

§17-10 Obedience to orders of the senior officer in charge at the scene of accidents, disasters, and other fire, medical, and rescue oriented incidents

Every person present at the scene of any fire, medical, or rescue emergency shall be obedient to the orders of the senior officer in charge in any matter related to fire/medical/rescue matters; freedom of fire and EMS company, personnel, and apparatus to perform their duties or to function properly; and the maintenance of order at or near the scene of the emergency. It shall be unlawful for any person to disobey any such order of the senior officer in charge. The senior officer in charge shall have the authority to cause the arrest of persons who disobey such orders and to hold them in custody until the incident or danger is abated, at which time the violator shall be dealt with according to law.

Chapter 93 Fire Prevention

Article I ~~Conduct at Fire Scenes~~ Open Burning Restrictions

[Adopted 1-19-1988 as § 5-1 of the 1987 Code]

~~§ 93-1. Obedience to and authority of officers.~~ *Every person present at the scene of a fire or explosion shall be obedient to the orders of firemen and law enforcement officers in any matter relating to extinguishing the fire, removal and*

~~protection of persons and property endangered by fire, explosion, smoke or water, freedom of Fire Department and medical personnel and apparatus to perform their duties or to function properly and the maintenance of order at or near the scene of a fire or explosion, and it shall be unlawful for any person to disobey any such order of a fireman or law enforcement officer.~~

§ 93-2. Authority of Fire Marshal.¹

~~The Fire Marshal shall have the authority, pursuant to § 27-34.2:1, Police powers of fire marshals, of the Code of Virginia, to arrest persons who disobey such orders and to hold them in custody until the fire has been extinguished or the danger of explosion abated, at which time the violator shall be dealt with according to law.~~

§ 93.3 1. Open Burning Restrictions.

- a. The Board of supervisors shall impose such restrictions as it shall deem necessary to limit or prohibit open burning that will limit or prohibit open burning that will be offensive or objectionable due to smoke or odor emissions or when atmospheric conditions or local circumstances make such fires hazardous.
- b. The Board of Supervisors may delegate to the County Administrator the authority to promulgate, impose, or rescind, any such regulations or permits as may be consistent with the Board's action in limiting or banning open burning.
- c. Violation of any restriction, regulation or ban imposed by this section shall be considered a Class 1 misdemeanor.

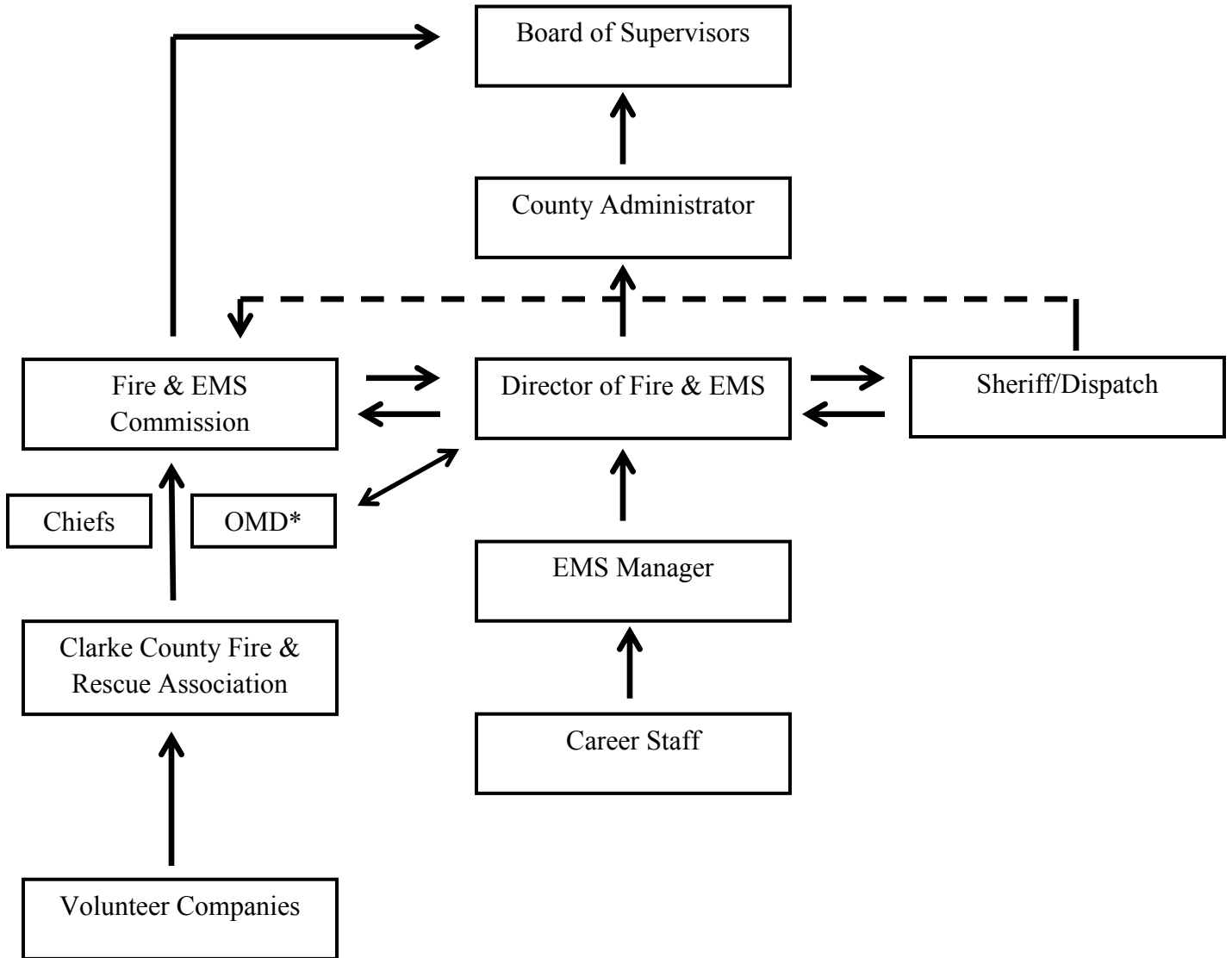
¹~~Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. I).~~

History:

September 16, 2014.

Placed on the Board's September meeting agenda to set Public Hearing for the October 21, 2014 meeting.

PUBLIC SAFETY CHAIN OF COMMUNICATION CHART



* OMD – Operational Medical Director



Clarke County Planning Department
101 Chalmers Court, Suite B
Berryville, Virginia 22611
(540) 955-5132

TO: Board of Supervisors members

FROM: Brandon Stidham, Planning Director

RE: Town-County Economic Development and Tourism Memorandum of Understanding

DATE: September 5, 2014

Attached for your consideration at the September 16 Board meeting are clean and redlined versions of the Final Draft Town-County Economic Development and Tourism Memorandum of Understanding. This draft incorporates comments that were provided by Chairman Hobert and Town Manager Keith Dalton. The MOU Committee met on Wednesday, September 3 to evaluate the provided comments and to add them into the revised final draft. MOU Committee members have no outstanding concerns with the proposed changes and recommends adoption of the revised final draft.

The revised final draft is being presented to Town Council at the September 9 meeting with a recommendation from the MOU Committee to adopt subject to the Board of Supervisors adopting the same draft. If adopted by the Board at the September 16 meeting, Staff will immediately begin working with the Town on implementing the MOU action items.

Please let me know if you have any questions or concerns in advance of the meeting.

**Memorandum of Understanding (MOU)
Between The Town of Berryville and Clarke County
Regarding Economic Development and Tourism**

WHEREAS, the Town of Berryville and Clarke County over the past four decades have worked cooperatively to promote a unique and highly successful land use philosophy that focuses growth and development within the Town while preserving the County’s natural, historical, and agricultural resources; and

WHEREAS, the County’s small land area, close proximity to four surrounding urban growth areas, and limited access to public water and sewer capacity make the sharing of Economic Development resources a necessity; and

WHEREAS, the future of economic development – including business, retail, industry, agriculture, and Tourism – in Clarke County is dependent upon effective collaboration and cooperation between the Town and County;

AND WHEREAS, the Town and the County recognize that combining resources and creating unified points of contact for Economic Development and Tourism will enable our communities to more efficiently address the needs of new and existing businesses, streamline regulations and regulatory processes, and more effectively market our unique assets.

NOW THEREFORE, BE IT RESOLVED THAT the Town of Berryville and Clarke County agree to work cooperatively to implement the following action items:

1. **Establish Joint Management of Economic Development and Tourism.** The Town and County shall jointly manage the Economic Development and Tourism efforts in Clarke County and the Town of Berryville on an ongoing basis.
2. **Establish Single Points of Contact for Economic Development and Tourism.** Both the Town and County agree that it would be best if the business community dealt with single points of contact for Economic Development and Tourism.
3. **Create a Joint Committee for Economic Development and Tourism.** The Town and County shall create a four member Committee (“Joint Committee”) to supervise Economic Development and Tourism efforts. The Committee shall consist of the Town Manager or designee, the County Administrator, a Town Council Member and a County Supervisor. Initially, the Joint Committee will meet monthly but may change that schedule as the Committee deems appropriate. The Joint Committee is empowered to choose its own leaders but it is suggested that the Chair alternate between the two elected officials. The Joint Committee shall be appointed by the Town and County within 30 days of adoption of this MOU.
4. **Hire an Economic Development Director.** The County will hire an Economic Development Director with input from the Joint Committee. Initially this may be a

RECOMMENDED DRAFT ~~TO GOVERNING BODIES FROM MOU COMMITTEE~~
FOR ADOPTION BY TOWN COUNCIL AND THE BOARD OF SUPERVISORS

part-time position. The County will create a job description and provide it to the Joint Committee for review and input into its development. This Economic Development Director will report to County Administrator but will also ~~take direction from~~ consult with the Joint Committee. Unless the County can find someone with all the needed skills it is unlikely the Director will supervise many efforts in the area of Tourism. The Director shall staff the Industrial Development Authority (IDA) and the Economic Development Advisory Committee (EDAC), and shall incorporate the work product of these groups into the overall Town-County economic development strategy. The selection process shall begin within 60 days of the adoption of this MOU with the goal of having the Director begin work ~~within six (6) months~~ in Spring 2015.

5. **Conduct Joint Review of Economic Development and Tourism Funding.** For FY16 and beyond both the County and Town agree to conduct an ongoing joint review of Economic Development/Tourism funding during their annual budget process. The County Administrator and Town Manager or designee shall be responsible for organizing this review in conjunction with County and Town finance committees and the Joint Administrative Services Director. Such review shall begin in the 4th quarter of the 2014 calendar year in conjunction with the development of the FY2015-2016 budgets. The Joint Committee shall coordinate any budgetary requests with the Town's and County's annual budget processes. As the County Administrator and Town Manager serve on the Joint Committee it is expected that they will be able to represent the desires of the Committee.
6. **Budgetary Control and Impact on Tax Revenues.** The Joint Committee will do its best to understand how Economic Development and Tourism affect the tax revenues of the Town and County so that proposals can be made to equitably divide costs. However, both the Town and County reserve the right to control their own Economic Development and Tourism budgets.
7. **Identify and Mitigate Real and Perceived Barriers to Economic Development.** One of the first duties of the Joint Committee shall be to determine the best way to add to the past information gathering activities of the Town and the Economic Development Strategic Planning Subcommittee by soliciting additional input from the business community as to the real and perceived barriers to Economic Development. A workplan to obtain this input and develop strategies to mitigate these real and perceived barriers shall be developed and initiated by the Joint Committee within 60 days of the Economic Development Director's start date.
8. **Joint Regulatory Review by Planning Directors.** The Town and County shall charge their Planning Directors to use the data collected above as well as their Director's own knowledge to complete a joint regulatory review and offer suggestions back to the governing bodies of changes that could be made to make both the Town and County more business friendly. This effort shall be scheduled in conjunction with the workplan set forth in Item #7 above.

RECOMMENDED DRAFT ~~TO GOVERNING BODIES FROM MOU COMMITTEE~~
FOR ADOPTION BY TOWN COUNCIL AND THE BOARD OF SUPERVISORS

9. **Publicize the Regulatory Review Recommendations and Their Implementation.**

The final report of the regulatory review outlined in Item #8 shall be publicized within 60 days of acceptance by the governing bodies, and the resultant changes shall be publicized as the report's recommendations are implemented.

10. **Establish Technical Guidance/Support for Tourism Efforts.** The Joint Committee shall decide whether the County and Town's Tourism effort should be guided by a staff member, consultant, or a designated group. The selected entity will report to either the Town Manager or County Administrator and will receive guidance from the Joint Committee. The Joint Committee may wish to request proposals from consultants and groups in order to help evaluate the different options for this item. The initial goals of the Tourism effort shall be the creation of a single Tourism website and the development of ways to cross-promote Tourism at existing events. The Joint Committee shall make this decision within 120 days of the adoption of this MOU.

11. **Creation and Management of Joint Economic Development and Tourism Websites and Associated Social Media.**

- A. **Develop and Manage Joint Economic Development Website.** The Town and the County shall have a single internet presence for Economic Development to include a website and associated social media. Creation of a single internet presence shall be the Economic Development Director's top priority project. The initial steps of this effort shall begin immediately following the adoption of this MOU with a targeted delivery date of the combined internet presence within 4-6 months of the Economic Development Director's start date. The Economic Development Director shall be responsible for keeping the website and associated social media up to date with oversight by the Joint Committee.
- B. **Develop and Manage Joint Tourism Website.** The Town and the County shall have a single internet presence for Tourism to include a website and associated social media. Creation of a single internet presence shall be evaluated by the Joint Committee and a recommended work plan shall be provided by the Committee within three (3) months of the Committee's initial meeting.

12. **Identify New Revenue Sources for Economic Development and Tourism.** There shall be ongoing, coordinated efforts to explore new revenue sources for Economic Development and Tourism to benefit both the Town and County. This effort shall begin in the near term with pursuing the Virginia Tourism Corporation Marketing Leverage Grant or other tourism-related grants, and evaluation of raising the County's transient occupancy tax (TOT)¹ to 5% through General Assembly action

¹ Transient Occupancy Tax is a tax paid by visitors and is collected by operators of hotels, motels, boarding houses, and other lodging places which can accommodate four or more persons at one time as well as travel campgrounds that offer guest rooms or other accommodations rented out for continuous occupancy for fewer than 30 consecutive days. This tax is authorized by 58.1-3819 of the Code of Virginia and is codified under Article XVII of the Code of Clarke County.

RECOMMENDED DRAFT ~~TO GOVERNING BODIES FROM MOU COMMITTEE~~
FOR ADOPTION BY TOWN COUNCIL AND THE BOARD OF SUPERVISORS

to allow earmarking of funds in excess of 2% for Tourism-related efforts, and establishing a TOT for the Town. This effort will also include evaluating the County's potential use of the business professional and occupational license (BPOL) tax. Longer term efforts shall be an ongoing responsibility of the Economic Development Director and part of the joint annual evaluation of the Town and County economic development budgets.

13. **Develop Business Retention Strategies.** The Joint Committee shall work with the Economic Development Director and possibly a consultant to create business retention strategies. Work on this item shall begin within 60 days of the completion of the regulatory review/streamlining report outlined in Items #7 and #8.
14. **Foster Economic Development Relationships.** The Town and County shall work jointly on establishing partnerships with developers, landowners, building owners, and other stakeholders to facilitate new development and redevelopment of properties. This is an ongoing responsibility that shall be undertaken by the Economic Development Director with processes established to enable potential projects or issues to be brought to the governing bodies after review by the Joint Committee for discussion by the aforementioned stakeholders.
15. **Develop Incentive Programs to Attract New Businesses and Retain Existing Businesses.** The Town and County shall jointly develop incentive programs to attract new businesses and to help existing businesses grow and expand. This item requires Economic Development technical expertise and shall be assigned to the Economic Development Director. Creation of a report of potential incentive program options for consideration by the Town and County shall be completed within one year of the hire date of the Economic Development Director.
16. **Joint Development of Agricultural Marketing Strategies.** The Town and County shall jointly develop agricultural marketing strategies to benefit agricultural/agribusiness entities in the County and agricultural retail and Tourism resources (e.g., Farmers Market, farm-to-table, farm supply business) in the Town. This item requires marketing technical expertise and shall be assigned to lead points of contact for Economic Development and Tourism. Creation of a Marketing Strategies Report shall be created for consideration by the Town and County. This Report shall be completed within one year of the adoption date of this MOU.
17. **Regional Tourism Marketing and Promotion.** The Town and County shall support regional cooperation in marketing/promoting tourism. This item requires tourism/marketing technical expertise and shall be assigned to lead points of contact for Tourism. Existing staff shall continue to be actively involved in current regional efforts to market Town and County Tourism efforts.
18. **Support Efforts to Increase Accommodation Capacity.** Development of increased accommodation capacity shall be supported by the Town and County. In the near term, Town and County staffs, with guidance from the Joint Committee,

RECOMMENDED DRAFT ~~TO GOVERNING BODIES FROM MOU COMMITTEE~~
FOR ADOPTION BY TOWN COUNCIL AND THE BOARD OF SUPERVISORS

shall determine whether there are joint measures that could be undertaken to secure a hotel in the Town. As an ongoing project, the Joint Committee and/or the Economic Development Director and Tourism lead points of contact shall work to identify and promote all sources of accommodations including hotels, bed and breakfasts, and country inns.

19. **Foster Tourism Relationships.** The Town and County shall work to establish relationships with stakeholders to facilitate growth of the Tourism industry. This is an ongoing responsibility that shall be undertaken by the Tourism lead points of contact with processes established to enable issues to be brought to the governing bodies for discussion by the aforementioned stakeholders.

The aforementioned action items are summarized by priority in Attachment A, Timeline of Action Items, to this MOU.

BE IT FURTHER RESOLVED THAT it is expected that this Memorandum of Understanding will be modified as the Town and County learn from their experiences. This MOU shall renew automatically on July 1, 2015 and annually on July 1 thereafter, however either the Town or the County may choose to request the opportunity to review or modify this MOU with provision of 60 days of notice to the other party. Either party may cancel this MOU with provision of written notice to the other party no later than May 1 of each year.

[ADD SIGNATURE BLOCKS FOR MAYOR AND BOARD OF SUPERVISORS
CHAIR]

RECOMMENDED DRAFT ~~TO GOVERNING BODIES FROM MOU COMMITTEE~~
~~FOR ADOPTION BY TOWN COUNCIL AND THE BOARD OF SUPERVISORS~~

ATTACHMENT A
TIMELINE OF ACTION ITEMS

Prioritized Items (Initial Year)

- **Within thirty (30) days of the adoption date of this MOU** -- Create a Joint Committee for Economic Development and Tourism (Item #3)
- **Within sixty (60) days of the adoption date of this MOU** – ~~Hire an Economic Development Director~~Create a job description and recruit for the position of Economic Development Director with the goal of hiring a part or full-time Director by Spring 2015. (Item #4)
- **Within 120 days of the adoption date of this MOU** -- The Joint Committee shall complete a review of Town and County funding of the economic development afford and make recommendations to the Finance Committees of the Town and County, in conjunction with the annual budget process, for integrated response to funding needs. (Items #5 and #6)
- **Within 120 days of the adoption date of this MOU** – ~~Establish Technical Guidance/Support for Tourism Efforts (Item #10); Joint Committee Recommendation on establishing Joint Tourism Website (Item #11B—within 3 months of their initial meeting)~~The Joint Committee shall recommend a work plan to identify technical guidance/support for tourism efforts and for development of the Joint Tourism website (Item #10 and Item #11B)
- ~~**Within eight (8) months of the adoption date of this MOU**—Start date for Economic Development Director (Item #4)~~
- **Within ten (10) months of the adoption date of this MOU** – Identify and Mitigate Real and Perceived Barriers to Economic Development – develop and initiate workplan (Item #7); Joint Regulatory Review by Planning Directors – develop and initiate workplan (Item #8)
- **Within one (1) year of the adoption date of this MOU** – Joint Development of Agricultural Marketing Strategies report (Item #16)

Prioritized Items (Beyond Initial Year)

- **Within 12 to 14 months of the adoption date of this MOU** – Targeted Delivery of Joint Economic Development Website (Item #11A)
- **Within sixty (60) days of completion of regulatory report outlined in Items #7 and #8** – Begin work on developing business retention strategies (Item #13)

RECOMMENDED DRAFT ~~TO GOVERNING BODIES FROM MOU COMMITTEE~~
FOR ADOPTION BY TOWN COUNCIL AND THE BOARD OF SUPERVISORS

- **Within one (1) year of the hire date of the Economic Development Director –**
Report on Incentive Programs to Attract New Businesses and Retain Existing
Businesses (Item #15)

Ongoing Items

- Establish Joint Management of Economic Development and Tourism (Item #1)
- Establish Single Points of Contact for Economic Development and Tourism (Item #2)
- Conduct Joint Review of Economic Development and Tourism Funding (Item #5)
– In conjunction with annual budget processes
- Budgetary Control and Impact on Tax Revenues (Item #6)
- Publicize the Regulatory Review Recommendations and Their Implementation (Item #9)
- Identify New Revenue Sources for Economic Development (Item #12) – In conjunction with annual budget processes
- Foster Economic Development Relationships (Item #14)
- Develop recommendations for Regional Tourism Marketing and Promotion (Item #17)
- Support Efforts to Increase Accommodation Capacity (Item #18)
- Foster Tourism Relationships (Item #19)

**Memorandum of Understanding (MOU)
Between The Town of Berryville and Clarke County
Regarding Economic Development and Tourism**

WHEREAS, the Town of Berryville and Clarke County over the past four decades have worked cooperatively to promote a unique and highly successful land use philosophy that focuses growth and development within the Town while preserving the County’s natural, historical, and agricultural resources; and

WHEREAS, the County’s small land area, close proximity to four surrounding urban growth areas, and limited access to public water and sewer capacity make the sharing of Economic Development resources a necessity; and

WHEREAS, the future of economic development – including business, retail, industry, agriculture, and Tourism – in Clarke County is dependent upon effective collaboration and cooperation between the Town and County;

AND WHEREAS, the Town and the County recognize that combining resources and creating unified points of contact for Economic Development and Tourism will enable our communities to more efficiently address the needs of new and existing businesses, streamline regulations and regulatory processes, and more effectively market our unique assets.

NOW THEREFORE, BE IT RESOLVED THAT the Town of Berryville and Clarke County agree to work cooperatively to implement the following action items:

1. **Establish Joint Management of Economic Development and Tourism.** The Town and County shall jointly manage the Economic Development and Tourism efforts in Clarke County and the Town of Berryville on an ongoing basis.
2. **Establish Single Points of Contact for Economic Development and Tourism.** Both the Town and County agree that it would be best if the business community dealt with single points of contact for Economic Development and Tourism.
3. **Create a Joint Committee for Economic Development and Tourism.** The Town and County shall create a four member Committee (“Joint Committee”) to supervise Economic Development and Tourism efforts. The Committee shall consist of the Town Manager or designee, the County Administrator, a Town Council Member and a County Supervisor. Initially, the Joint Committee will meet monthly but may change that schedule as the Committee deems appropriate. The Joint Committee is empowered to choose its own leaders but it is suggested that the Chair alternate between the two elected officials. The Joint Committee shall be appointed by the Town and County within 30 days of adoption of this MOU.
4. **Hire an Economic Development Director.** The County will hire an Economic Development Director with input from the Joint Committee. Initially this may be a

RECOMMENDED DRAFT FOR ADOPTION BY TOWN COUNCIL AND THE
BOARD OF SUPERVISORS

part-time position. The County will create a job description and provide it to the Joint Committee for review and input into its development. This Economic Development Director will report to County Administrator but will also consult with the Joint Committee. Unless the County can find someone with all the needed skills it is unlikely the Director will supervise many efforts in the area of Tourism. The Director shall staff the Industrial Development Authority (IDA) and the Economic Development Advisory Committee (EDAC), and shall incorporate the work product of these groups into the overall Town-County economic development strategy. The selection process shall begin within 60 days of the adoption of this MOU with the goal of having the Director begin work in Spring 2015.

5. **Conduct Joint Review of Economic Development and Tourism Funding.** For FY16 and beyond both the County and Town agree to conduct an ongoing joint review of Economic Development/Tourism funding during their annual budget process. The County Administrator and Town Manager or designee shall be responsible for organizing this review in conjunction with County and Town finance committees and the Joint Administrative Services Director. Such review shall begin in the 4th quarter of the 2014 calendar year in conjunction with the development of the FY2015-2016 budgets. The Joint Committee shall coordinate any budgetary requests with the Town's and County's annual budget processes. As the County Administrator and Town Manager serve on the Joint Committee it is expected that they will be able to represent the desires of the Committee.
6. **Budgetary Control and Impact on Tax Revenues.** The Joint Committee will do its best to understand how Economic Development and Tourism affect the tax revenues of the Town and County so that proposals can be made to equitably divide costs. However, both the Town and County reserve the right to control their own Economic Development and Tourism budgets.
7. **Identify and Mitigate Real and Perceived Barriers to Economic Development.** One of the first duties of the Joint Committee shall be to determine the best way to add to the past information gathering activities of the Town and the Economic Development Strategic Planning Subcommittee by soliciting additional input from the business community as to the real and perceived barriers to Economic Development. A workplan to obtain this input and develop strategies to mitigate these real and perceived barriers shall be developed and initiated by the Joint Committee within 60 days of the Economic Development Director's start date.
8. **Joint Regulatory Review by Planning Directors.** The Town and County shall charge their Planning Directors to use the data collected above as well as their Director's own knowledge to complete a joint regulatory review and offer suggestions back to the governing bodies of changes that could be made to make both the Town and County more business friendly. This effort shall be scheduled in conjunction with the workplan set forth in Item #7 above.

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9. **Publicize the Regulatory Review Recommendations and Their Implementation.**

The final report of the regulatory review outlined in Item #8 shall be publicized within 60 days of acceptance by the governing bodies, and the resultant changes shall be publicized as the report's recommendations are implemented.

10. **Establish Technical Guidance/Support for Tourism Efforts.** The Joint Committee shall decide whether the County and Town's Tourism effort should be guided by a staff member, consultant, or a designated group. The selected entity will report to either the Town Manager or County Administrator and will receive guidance from the Joint Committee. The Joint Committee may wish to request proposals from consultants and groups in order to help evaluate the different options for this item. The initial goals of the Tourism effort shall be the creation of a single Tourism website and the development of ways to cross-promote Tourism at existing events. The Joint Committee shall make this decision within 120 days of the adoption of this MOU.

11. **Creation and Management of Joint Economic Development and Tourism Websites and Associated Social Media.**

- A. **Develop and Manage Joint Economic Development Website.** The Town and the County shall have a single internet presence for Economic Development to include a website and associated social media. Creation of a single internet presence shall be the Economic Development Director's top priority project. The initial steps of this effort shall begin immediately following the adoption of this MOU with a targeted delivery date of the combined internet presence within 4-6 months of the Economic Development Director's start date. The Economic Development Director shall be responsible for keeping the website and associated social media up to date with oversight by the Joint Committee.
- B. **Develop and Manage Joint Tourism Website.** The Town and the County shall have a single internet presence for Tourism to include a website and associated social media. Creation of a single internet presence shall be evaluated by the Joint Committee and a recommended work plan shall be provided by the Committee within three (3) months of the Committee's initial meeting.

12. **Identify New Revenue Sources for Economic Development and Tourism.** There shall be ongoing, coordinated efforts to explore new revenue sources for Economic Development and Tourism to benefit both the Town and County. This effort shall begin in the near term with pursuing the Virginia Tourism Corporation Marketing Leverage Grant or other tourism-related grants, and evaluation of raising the County's transient occupancy tax (TOT)¹ to 5% through General Assembly action

¹ Transient Occupancy Tax is a tax paid by visitors and is collected by operators of hotels, motels, boarding houses, and other lodging places which can accommodate four or more persons at one time as well as travel campgrounds that offer guest rooms or other accommodations rented out for continuous occupancy for fewer than 30 consecutive days. This tax is authorized by 58.1-3819 of the Code of Virginia and is codified under Article XVII of the Code of Clarke County.

RECOMMENDED DRAFT FOR ADOPTION BY TOWN COUNCIL AND THE
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to allow earmarking of funds in excess of 2% for Tourism-related efforts, and establishing a TOT for the Town. This effort will also include evaluating the County's potential use of the business professional and occupational license (BPOL) tax. Longer term efforts shall be an ongoing responsibility of the Economic Development Director and part of the joint annual evaluation of the Town and County economic development budgets.

13. **Develop Business Retention Strategies.** The Joint Committee shall work with the Economic Development Director and possibly a consultant to create business retention strategies. Work on this item shall begin within 60 days of the completion of the regulatory review/streamlining report outlined in Items #7 and #8.
14. **Foster Economic Development Relationships.** The Town and County shall work jointly on establishing partnerships with developers, landowners, building owners, and other stakeholders to facilitate new development and redevelopment of properties. This is an ongoing responsibility that shall be undertaken by the Economic Development Director with processes established to enable potential projects or issues to be brought to the governing bodies after review by the Joint Committee for discussion by the aforementioned stakeholders.
15. **Develop Incentive Programs to Attract New Businesses and Retain Existing Businesses.** The Town and County shall jointly develop incentive programs to attract new businesses and to help existing businesses grow and expand. This item requires Economic Development technical expertise and shall be assigned to the Economic Development Director. Creation of a report of potential incentive program options for consideration by the Town and County shall be completed within one year of the hire date of the Economic Development Director.
16. **Joint Development of Agricultural Marketing Strategies.** The Town and County shall jointly develop agricultural marketing strategies to benefit agricultural/agribusiness entities in the County and agricultural retail and Tourism resources (e.g., Farmers Market, farm-to-table, farm supply business) in the Town. This item requires marketing technical expertise and shall be assigned to lead points of contact for Economic Development and Tourism. Creation of a Marketing Strategies Report shall be created for consideration by the Town and County. This Report shall be completed within one year of the adoption date of this MOU.
17. **Regional Tourism Marketing and Promotion.** The Town and County shall support regional cooperation in marketing/promoting tourism. This item requires tourism/marketing technical expertise and shall be assigned to lead points of contact for Tourism. Existing staff shall continue to be actively involved in current regional efforts to market Town and County Tourism efforts.
18. **Support Efforts to Increase Accommodation Capacity.** Development of increased accommodation capacity shall be supported by the Town and County. In the near term, Town and County staffs, with guidance from the Joint Committee,

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shall determine whether there are joint measures that could be undertaken to secure a hotel in the Town. As an ongoing project, the Joint Committee and/or the Economic Development Director and Tourism lead points of contact shall work to identify and promote all sources of accommodations including hotels, bed and breakfasts, and country inns.

19. **Foster Tourism Relationships.** The Town and County shall work to establish relationships with stakeholders to facilitate growth of the Tourism industry. This is an ongoing responsibility that shall be undertaken by the Tourism lead points of contact with processes established to enable issues to be brought to the governing bodies for discussion by the aforementioned stakeholders.

The aforementioned action items are summarized by priority in Attachment A, Timeline of Action Items, to this MOU.

BE IT FURTHER RESOLVED THAT it is expected that this Memorandum of Understanding will be modified as the Town and County learn from their experiences. This MOU shall renew automatically on July 1, 2015 and annually on July 1 thereafter, however either the Town or the County may choose to request the opportunity to review or modify this MOU with provision of 60 days of notice to the other party. Either party may cancel this MOU with provision of written notice to the other party no later than May 1 of each year.

[ADD SIGNATURE BLOCKS FOR MAYOR AND BOARD OF SUPERVISORS
CHAIR]

RECOMMENDED DRAFT FOR ADOPTION BY TOWN COUNCIL AND THE
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- **Within sixty (60) days of the adoption date of this MOU** – Create a job description and recruit for the position of Economic Development Director with the goal of hiring a part or full-time Director by Spring 2015. (Item #4)
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RECOMMENDED DRAFT FOR ADOPTION BY TOWN COUNCIL AND THE
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Ongoing Items

- Establish Joint Management of Economic Development and Tourism (Item #1)
- Establish Single Points of Contact for Economic Development and Tourism (Item #2)
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– In conjunction with annual budget processes
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August 19, 2014

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, August 19, 2014.

Board Members Present

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

Board Members Absent

None

Staff Present

David Ash; Tom Judge; Tony Roper; Alison Teetor; Brandon Stidham; Lora B. Walburn

Others Present

Karen Poff; Robina Rich Bouffault; Val Van Meter and other citizens.

1) Call to Order

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

2) Adoption of Agenda

Add to Closed Session: §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.

By consensus, the Board adopted the agenda as modified.

3) Citizens Comment Period

No citizens addressed the Board.

4) VDOT

Ed Carter appeared before the Board to provide the monthly update. He introduced Doug Baker, Supervisor VDOT Berryville Headquarters, and informed the Board that Charlie Monroe is on temporary duty for the next month.

Maintenance – July / August:

- Completed our first round of mowing on primaries/secondary's and started second round on primaries.
- Second round of primaries and start of secondary's is scheduled for completion this month.
- Performed brush cleanup and weekly trash pickup for park/rides.
- Graded non-hard surfaced routes 604, 606, 621 and 622.
- Addressed pothole and work order issues.
- Plant mix repair on route 601 south is planned for this month.

Projects:

- Rt. 340/Senseny Road turning lane construction is scheduled to start September 8th and be completed by October 31st.
- Rt. 606 stream repair is scheduled to start August 25th.

Board issues:

- Rt. 612 truck restrictions – Awaiting results from Traffic Engineering on curve models.
- 7/11 at intersection of Rt. 7 and Kimble Rd. – Awaiting recommended sign applications from Traffic Engineering.
- Rt. 732, Triple J Rd. – Still on schedule for pavement overlay before winter.

Supervisor Comments:

Supervisor Bev McKay

- Pyletown Road near Sunny Canyon Lane: Bent culvert needs repair.
- Pyleton Road starting in hollow and coming back toward Route 340: There is lot of shoulder drop off where water has washed the side out.

Supervisor Barbara Byrd:

- Trapp Hill Road: Thanked VDOT for mowing and removing the Johnson Grass this week.

Supervisor Staelin

- Route 601: Problem with reflectors.
- GPS Signs: Ed Carter provided the following:
 - Signs are not providing anticipated results.
 - Signs are being ignored by motorists.
 - Signs add clutter to highways.
 - VDOT Traffic Department halted further installations.
 - Existing signs will remain but new signs will not be added.

5) Water Testing Program Update by Karen Poff, Virginia Cooperative Extension

Karen Poff, Virginia Cooperative Extension Senior Extension Agent, Family and Consumer Sciences, provided a PowerPoint presentation on the Northern Shenandoah Valley Drinking Water Testing Program, a program the Clarke County Board of Supervisors monetarily supported allowing VCE to offer reduced cost for initial testing. Highlights of follow up areas include:

- 2013 results divided into two categories: Berryville Zip Code - 22611 [29 samples] and Non-Berryville Zip Code [22 samples]. Consider showing results by voting district.
- Karen Poff will provide comparisons between the Valley and Piedmont Regions and the number of persons participating in the program that are on municipal water.
- 2013 sample sizes were not large enough to be statistically significant. Ms. Poff will follow up to determine what would constitute a statistically significant sample.
- 2015 Northern Shenandoah Valley Drinking Water Clinic kick off meeting is scheduled for February 7, 2015. Mark Sutphin is leading the program.
- If 2015 results/trends bear out, a long-term action plan will be developed; however, at this point, no specific education program is under consideration.
- Testing is part of water quality education for participants.
- The Board asked that VCE consider developing education programs dealing with coliform, E. coli problem and heavy metals.
- Clarke is investing resources and would like to maximize the use of the information obtained.

- Clarke County, which is very water conscious, would like to hear more about participating in a pilot program.
- VCE will consider adding to its questionnaire age of drainfield and well, which might help to determine whether more modern drainfields and wells are better.
- Since homeowners performing the tests can contaminate samples, consider using results from the secondary lab for coliform, E. coli and heavy metals.
- The Board would like to see accuracy in the reports.

6) Set Public Hearing: TA-14-02 (Administrative Land Divisions)

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.

Brandon Stidham summarized the proposed text amendment. He advised that the Planning Commission unanimously recommended adoption.

Supervisor Byrd complimented Mr. Stidham on his monthly Planning and Zoning reports.

Supervisor McKay moved to set public hearing for Tuesday, October 21, 2014 at 6:30 pm or as soon thereafter as the matter may be heard. The motion carried by the following vote:

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

7) Set Public Hearing: TA-14-04 (Commercial Boarding Kennels and Animal Shelters)

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.

Brandon Stidham summarized the proposed text amendment. He advised that the Planning Commission unanimously recommended adoption.

Supervisor Byrd moved to set public hearing for Tuesday, October 21, 2014 at 6:30 pm or as soon thereafter as the matter may be heard. The motion carried by the following vote:

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

8) Town-County Economic Development and Tourism MOU

TO: Board of Supervisors members
 FROM: Brandon Stidham, Planning Director
 RE: Town-County Economic Development and Tourism Memorandum of Understanding
 DATE: August 7, 2014

Attached you will find the Final Draft Town-County Economic Development and Tourism Memorandum of Understanding as recommended by the MOU Committee. This Committee was appointed in May by the Board of Supervisors and Town Council and consists of Supervisors Staelin, Jay Arnold, Christy Dunkle, and myself. The Committee held meetings on June 16, July 9, and completed their work on July 16. The Final Draft is supported unanimously by the Committee members.

The draft MOU identifies several action items pertaining to the joint management and coordination of economic development and tourism activities. The MOU Committee began by using action items from the draft Economic Development Strategic Plan as a framework for discussion. The action items were later refined and organized for clarity purposes and contain specific responsibility assignments and projected completion dates. Attachment A is a timeline that summarizes the

action items by priority for completion in the initial year, beyond the initial year, and on an ongoing basis.

Christy Dunkle forwarded a copy of the draft to Town Council and it is expected they will discuss it at their August 12 meeting. In the event that the Board and/or Council have concerns or proposed edits, the MOU Committee will reconvene to generate a revised draft so that both governing bodies can review and agree on any changes before adopting the MOU.

Please let me know if you have any questions or concerns in advance of the meeting.

Brandon Stidham provided highlights of the memorandum of Understanding.

- Establishes a Joint Management of Economic Development and Tourism.
- Establishes Single Points of Contact for Economic Development and Tourism.
- Creates a Joint Committee for Economic Development and Tourism.
- Hire an Economic Development Director.
- Conducts Joint Review of Economic Development and Tourism Funding.
- Budgetary Control and Impact on Tax Revenues.
- Identify and Mitigate Real and Perceived Barriers to Economic Development.
- Joint Regulatory Review by Planning Directors.
- Publicize the Regulatory Review Recommendations and Their Implementation.
- Creation and Management of Joint Economic Development and Tourism Websites and Associated Social Media.
- Identify New Revenue Sources for Economic Development and Tourism.
- Develop Business Retention Strategies
- Foster Economic Development Relationships
- Develop Incentive Programs to Attract New Businesses and Retain Existing Businesses.
- Joint Development of Agricultural Marketing Strategies.
- Regional Tourism Marketing and Promotion.
- Support Efforts to Increase Accommodation Capacity.
- Foster Tourism Relationships.
- Created a draft timeline.
- Berryville Town Council reviewed August 12 and were invited to forward comments and questions to Town Planner Christy Dunkle.

- The Clarke County Board of Supervisors is encouraged to review and forward comments and questions to Planning Director Brandon Stidham by Tuesday, August 26.
- Public hearing is not required to adopt the MOU.
- Anticipate presenting the final draft at the September regular meeting.

9) Fire and EMS Update

Fire & EMS Commission Appointments

- Commission appointments shall be considered at the August meeting.
 - o Board of Supervisors representative (by calendar year term 9-1-2014 thru 12-31-2014) - David Weiss
 - o County Sheriff (coterminous with term of office) - Tony Roper
 - o Volunteer Association member/Fire issues representative (9-1-2014 thru 8-31-2015) – Jacob White (as recommended by the Volunteer Association)
 - o Volunteer Association member/EMS issues representative (9-1-2014 thru 8-31-2015) – Matt Hoff (as recommended by the Volunteer Association)
 - o Citizens-at-large representing consumers of Fire & EMS services (staggered initial terms- 1 year, 2 years, and 3 years):
 - Laure Wallace (9-1-2014 thru 8-31-2017)* Nominated to serve as Chair for the Commission's first year.
 - Beth Leffel (9-1-2014 thru 8-31-2016)
 - Bryan Conrad (9-1-2014 thru 8-31-2015)

Vice Chairman Weiss moved to approve the appointments as presented with clarification that the Board of Supervisors member term is set on the calendar year. The motion carried by the following vote:

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

County Code Amendment - Fire & EMS Ordinance:

- Meeting with Bob Mitchell to review the proposed amendments.
- Anticipate review at the September regular meeting.

- Anticipate public hearing in October.

10) Approval of Minutes

Supervisor Staelin moved to approve the minutes for July 15, 2014 Regular Meeting as corrected. 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

11) Consent Agenda

A. Request for Donation – Opequon Enterprises, LLC

TO: Board of Supervisors, David Ash

FROM: Alison Teetor

DATE: August 12, 2014

SUBJECT: Request for Donation – Opequon Enterprises, LLC

The Clarke County Easement Authority has approved the following easement donation. The Authority requests the Board of Supervisors to authorize the Chairman of the Board of Supervisors to execute deeds, easements, and other documents necessary to the transactions, subject to the property owners and lenders signing the Deed prior to the Chair.

Pete Dunning, agent has requested acceptance of an easement donation on the property identified as Tax Map# 20-((A))-16B. The parcel is 40 acres and located on the northeast corner of Ginns Road approximately ½ mile south of the intersection of Ginns Road and Old Winchester Road (see attached map).

The following guidelines for accepting properties for easement donation were established by the Easement Authority:

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

The Authority requires that a property meet at least two of the four guidelines for acceptance. In reviewing the parcel, all of the criteria have been met. The Property Resource Score is 59.68, the parcel is adjacent to an existing easement, is 40 acres in size, and will retire the remaining DUR.

The property is adjacent to land held in VOF easement on two sides. The property is in landuse, and is primarily open pasture. It is completely within the groundwater recharge area.

B. Application for Donation – Huntfish Company, LC (James Turner, Agent) Tax Map# 31-((A))-19, 32-((13))-4

TO: Board of Supervisors, David Ash

FROM: Alison Teetor

DATE: August 12, 2014

SUBJECT: Application for Donation – Huntfish Company, LC (James Turner, Agent) Tax Map# 31-((A))-19, 32-((13))-4

The Clarke County Easement Authority has approved the following easement donation. The Authority requests the Board of Supervisors to authorize the Chairman of the Board of Supervisors to execute deeds, easements, and other documents necessary to the transactions, subject to the property owners and lenders signing the Deed prior to the Chair.

Huntfish Company L.C. (James Turner, president) has applied to the easement authority for approval of an easement donation. There are two properties located on the west side of Feltner Road in the 1400 block. The properties are vacant, consisting of 106 acres with 5 DUR's and 93.6 acres with 2 DURs. They are entirely wooded and Mr. Turner recently completed a select cut timber harvest. Access is from Feltner Road.

Mr. Turner would like keep 2 DUR's on each parcel, retiring 3 DUR's total. Both parcels are zoned FOC and qualify for use value taxation, in accord with the Commissioner of Revenue's requirements, therefore a donation may be considered if at least two of the following four guidelines are met:

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

Under the current configuration, the parcels meets 3 of 4 criteria. The property resource score was over 35, points were given for slopes > 25% and retiring 3 DURs. The properties are over 40 acres they are not next to an existing easement.

Supervisor McKay moved to approve the items on the Consent Agenda. 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

12) Personnel Committee Items

A. Expiration of Term for appointments expiring through October 2014.

08/19/2014 Summary: The Personnel Committee reviewed reappointments for upcoming vacancies.

B. Replacement of Zoning Administrator Position

08/19/2014 Summary: By consensus, the Personnel Committee approved the revised draft job description for the replacement Zoning Administrator position.

13) Board of Supervisors Work Session

A. Draft Economic Development Strategic Plan Review with Milt Herd

08/19/2014 Summary: Milt Herd, consultant with Herd Planning and Design, Inc., provided an overview of the draft Economic Development Strategic Plan. This raft was recommended for adoption by the Planning Commission following a duly advertised public hearing conducted on July 11, 2014.

Following discussion, the Supervisors recommended the following:

- Enhance distribution of the Economic Development Strategic Plan via compact disc.
- Provide the Economic Development Strategic Plan to VCE with request for comment.
- Refer any comments on the Economic Development MOU to Brandon Stidham within the next week.

Set Public Hearing Draft Economic Development Strategic Plan

Supervisor McKay moved to set public hearing for Tuesday, October 21, 2014 at 6:30 pm or as soon thereafter as the matter may be heard. The motion carried by the following vote:

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

B. Clarke County General Government Pay and Classification Study and Personnel Policy Continued Review

The Supervisors reviewed the status of the Pay and Classification Study rewrite.

C. Status of Occupancy Agreement for Clarke County Transportation and Purchasing Facility, Clarke County Maintenance Facility

During regular session, **Vice Chairman Weiss moved to authorize David Ash to proceed to sign the occupancy agreement reviewed during the Work Session. 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

D. CCPS Discussion Issues

The Board discussed its desire to continue meeting with the School Board Chair and School Superintendent on a periodic basis; and as issues arise, the School Board could join the Supervisors during a Work Session.

14) Finance Items

1. Proposed Use of Asset Forfeiture Funds

Sheriff Roper will report on the proposed use of a recent Asset forfeiture received by Clarke County. The new amount is approximately \$191,000, to be added to an existing balance of approximately \$40,000.

Tom Judge summarized Sheriff Roper’s request. He advised that the funds did not have to be appropriated because funds received must be spent for law enforcement or the commonwealth attorney.

Chairman Hobert explained that Gordon Russell recommended replacing the aging mobile data units in all vehicles to standardize technology.

2. Debt Reserve for RDA Loan

The RDA loan for construction of the Joint Government Center and other projects requires a debt reserve of \$125,850. Our auditor advises that this be accomplished by showing a restricted General Fund balance of this amount on the annual financial report.

Tom Judge provided a brief review.

3. Update on Social Services Rent Issue

A state audit of Clarke County Social Services led to a finding that that agency had claimed more in rent payments than permitted under new state guidelines adopted in 2008. These guidelines do not permit localities to charge for building rent after the building is fully depreciated, except for future upgrades and repairs. This led State auditors to claim that Clarke owed the State a substantial sum for overcharging. However, Clarke County typically maximizes its State funding in February, so effectively the Commonwealth never reimbursed Clarke County for rent, even though we claimed it, and therefore we shouldn't owe them anything. Meanwhile, we have delved into records of the building and have found evidence that the building value established by the auditors grossly undervalued the building. We are submitting new building value information to the State Auditors justifying the full amount of the building rent claimed by Clarke County.

Tom Judge provided a brief review and expressed his hope that the State would accept the County's revaluation.

4. Fees for Garnishments

We have approximately a dozen garnishments on each payroll. These are a combination of court orders, tax liens, and child support payments. There is substantial turnover each month in the list of garnishees, and approximately four hours per month is spent setting up the garnishments, calculating the deductions, and processing the checks and associated paperwork. This costs approximately \$150 per month and is especially troublesome for the arrears payrolls processed in June to cover 10 month employees for the summer months. Employers are permitted to assess fees to recover the cost of garnishments as follows:

- a. Garnishment summons: \$10 per summons.*
- b. Tax lien: \$20 per lien.*
- c. Child support: \$5 per pay period.*

The revenue collection would vary over the course of the year, but it does not appear that it will exceed the cost of providing the service. See attached statute citations. The Joint Administrative Services Board voted to approve collection of garnishment fees, and confirmation by the Board of Supervisors is requested.

Tom Judge explained the proposed policy.

Vice Chairman Weiss moved to approve the fees for the garnishment policy as presented. 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

5. Acceptance of Bills and Claims

08/19/2014 Action: Tom Judge advised that the Finance Committee recommended acceptance of the July bills and claims. He advised that moving were certain position were charged caused substantial negatives in the Communications budget and substantial positives in the Sheriff's budget and correction will require an appropriation action that will be presented for Board approval at a later time.

Supervisor Staelin moved to accept the July 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

6. FY 15 Commonwealth Revenue Variances.

Variance reports for Compensation Board and School Operating attached showing approved Commonwealth revenue close to Clarke County Adopted Budget.

7. Standing Reports

Reconciliation of Appropriations; General Government Expenditure Summary

15) Joint Administrative Services Board Update

Tom Judge provided an update. Highlights include:

- Discussed garnishment policy.
- ERP group developed plan strategies and provided recommendations to Tyler.

- A new chart of accounts is under development.
- Gordon Russell was selected to serve as the IT project manager.

16) Government Projects Update

David Ash provided the monthly project update. Highlights include:

- 101 Chalmers Court – HVAC Retrofit
 - Perry Hickman, RDA, will conduct a site visit August 20.
 - As exhibits are developed, there has been a substantial exchange of information between County IT, Roger Catlett and Bob Mitchell.
- Sheriff's Office Renovation
 - The pre-bid conference is scheduled for Thursday with Mike Legge, Sheriff Roper and the architect.
- Parks and Maintenance
 - With the approval of the maintenance facility agreement earlier today, Maintenance can begin to move into the Vo-Tech Building after surplus school items stored in the facility are removed/sold.
 - Will relocate items stored in the corncrib of the old barn to the Vo-Tech Building.
 - Intent is to market the barn and corncrib as a saleable product.
 - Intent is to work with the fire companies to use the old house for fire suppression training.

17) Miscellaneous Items

Tick-borne diseases and their prevention

Supervisor Byrd provided examples of her father's vigilance in his nightly ritual of removing ticks from the family dogs. She briefly described recent cases of tick-borne diseases in the County, one resulting in the death of a toddler. She offered the following action items:

- Develop information for distribution next tick season to educate constituents.
- Coordinate public presentations by the local Health Department.
- Include the Schools in the educational program.
- Place brochures in County office buildings.

Chairman Hobert contributed that after talking with Supervisor Byrd on this topic he contacted Dr. Devine, who would be pleased to make public presentation.

Supervisor McKay suggested adding a flyer with the tax bill.

Supervisor Byrd will follow up on next steps.

18) Summary of Required Action

<u>Item</u>	<u>Description</u>	<u>Responsibility</u>
1.	Process public hearing notice for TA-14-02	Lora B. Walburn
2.	Process public hearing notice for TA-14-40	Lora B. Walburn
3.	Update database and draft letters of appointment.	Lora Walburn
4.	Execute letter of appointment.	J. Michael Hobert
5.	Modify and process approved minutes.	Lora B. Walburn
6.	Process public hearing notice for Economic Development Strategic Plan.	Lora B. Walburn
7.	Enhance distribution of the Economic Development Strategic Plan via compact disc.	Brandon Stidham
8.	Provide the Economic Development Strategic Plan to VCE with request for comment.	Brandon Stidham
9.	Refer any comments on the Economic Development MOU to Brandon Stidham within the next week.	Supervisors
10.	Execute and forward the Maintenance Building Agreement.	David Ash

19) Board Member Committee Status Reports

Supervisor Bev McKay:

- NSVRC: Did not meet in August.

Vice Chairman David Weiss:

- CEA: Still getting stream of requests, as well as donations.

Supervisor Barbara Byrd:

- Library Advisory Council: Looking for ways it can work more closely with the Schools.
- Town Council: Held a very short meeting.

Supervisor John Staelin:

- Planning Commission: Did not meet in August
- Economic Development Strategic Plan: Plan reviewed during the Work Session.
- Economic Development Town / County Partnership: MOU reviewed earlier in the meeting.
- CCAS: Met this morning. The new water tower came in \$150,000 more than expected.

Chairman J. Michael Hobert

- A Community Development Block Planning Grant was awarded, through the help of the Regional Planning Commission, to the Town of Berryville that targets low- and moderate-income people. Extraordinarily good turnout for the series of meetings conducted thus far. In the last meeting, persons walked down the street and asked neighbors for input. This is a continuing project spearheaded by the Town and the Planning Commission.
- Governor McAuliffe attended the recent VACo board meeting that was held on the same day the Governor announced a \$2.4 billion shortfall for the biennium that will be offset with \$1.55 billion from the rainy day fund. There is also a \$346 million shortfall this year and \$536 million Fiscal 2016. Localities have every reason to think that a substantial portion of the shortfall will come out of the localities. Part of the problem is that while Virginia is creating more jobs compared to the rest of the country it is losing more jobs, more good paying jobs, because of the loss of defense department consulting jobs in Northern Virginia.

20) Closed Session

At 3:37 pm, **Supervisor Staelin moved to convene into Closed Session pursuant to §2.2-3711-A1 Specific Employees or Appointees of the Board and §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 4:50 pm, the members of the Board of Supervisors being assembled within the designated meeting place, with open doors and in the presence of members of the public and/or the media desiring to attend, **Supervisor Staelin 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 Staelin 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.

21) Adjournment

There being no further business to be brought before the Board at 4:51 pm Chairman Hobert adjourned the Board of Supervisors meeting.

Next Regular Meeting Date

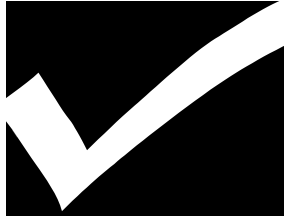
The next regular meeting of the Board of Supervisors is set for Tuesday, September 16, 2014 at 1:00 p.m. in the Berryville Clarke County Government Center, Main Meeting Room, 101 Chalmers Court, Berryville, Virginia.

ATTEST: August 19, 2014

J. Michael Hobert, Chair

David L. Ash, County Administrator

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



Board of Supervisors Work Session Agenda
September 8, 2014 10:00 am
Berryville/Clarke County Government Center, 2nd Floor
101 Chalmers Court, Berryville, Virginia 22611

*Item
No.*

Description

A. Access Independence Presentation by Donald Price

09-08-2014: Donald Price, Executive Director for the organization met with the Board to provide an overview of the organization's mission and provided several examples of working with individuals as well as community organizations to improve access to homes, businesses, work and community for individuals with disabilities.

B. White Post Dairy Update

09-08-2014: Alison Teetor provided an update from DEQ on improvements made at the dairy's waste management facilities, including updates on groundwater monitoring, grading, paving and redirection of overflow from the lagoons. DEQ confirmed progress on the consent agreement and existence of an approved nutrient management plan.

C. Virginia Pollutant Discharge Elimination System (VPDES) Permit Modification Request -- Mt. Weather Emergency Operations Center

09-08-2014: Alison Teetor discussed the VPDES Modification Request made for storm water discharges from Mt. Weather. Based upon the information provided in the report, Ms. Teetor advised that there appeared to be no significant pollutant discharge resulting from the modified operations.

D. 2014 Town of Berryville and Clarke County Bicycle & Pedestrian Plan

09-08-2014: Mr. Stidham updated the BOS on the revised Bike Plan prepared by the Regional Commission. Mr. Stidham confirmed that the plan had been revised to take into consideration comments and concerns voiced by Board members and recommended that the Board accept the proposed plan and refer it to the Planning Commission for use as a guidance document to be used in preparing future comp plan and implementing plan drafts.

Supervisor Staelin moved to accept the plan and forward to the Planning Commission for use as a guidance document. The motion carried by the following vote:

<i>Item No.</i>	<i>Description</i>
	Barbara J. Byrd - Aye
	J. Michael Hobert - Aye
	Beverly B. McKay - Absent
	John R. Staelin - Aye
	David S. Weiss - Aye

E. Clarke County General Government Pay and Classification Study Update

09-08-2014: Status of the Pay Classification Plan was discussed by the Board. It was noted that a telephone conference with the consultant was held on Friday and as a result a revision was being made to the plan. Revised documents are expected this week. The Board acknowledged that the consultant would not be able to be present at the September Board meeting and requested that his availability for a Personnel Policy work session to be scheduled in early October be determined.

F. Personnel Policy Review Establish Dates and Times for Committee of the Whole

09-08-2014: The Board requested that digital and paper copies of the current personnel policy and the redline version of the proposed plan be prepared and sent to each board member for review prior to the first work session. The Administrator was direct to poll board members to determine the most convenient time and date to schedule the work session and to schedule it as appropriate.

G. Northwestern Regional Adult Detention Center Request for Funding

An invoice from The Regional Jail, in the amount of \$15,245.04 covering a post budget increase in salaries approved by Frederick County, fiscal agent, was discussed. As a result of evolving budget requests, the Finance Director was uncertain that the increase submitted would require a supplemental appropriation.

Supervisor Byrd moved to accept the invoice and process for payment with direction to the Finance Director to determine the need for a supplemental appropriation and to prepare a request for one if 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

Item
No.

Description

H. **Transfer budget from Sheriff to Communications**

09-08-2014: By consensus, the board approved the Finance Director's request to transfer funds previously held in a separate line item to fund a portion of the Communications Center operations to the Sheriff's Office Budget to more accurately reflect the current operation of the Center.

I. **Town-County Economic Development and Tourism Memorandum of Understanding**

09-08-2014: Supervisor Staelin reported that the "conference committee" had met and revised the draft to more closely reflect the understanding of the proposed agreement and clarifying lines of authority and responsibility. The Town will act first on the agreement at the Council meeting on September 9, anticipating action by the board at its regular meeting in September.

J. **Closed Session pursuant to §2.2-3711-A1 specific employees or appointees of the Board and Personnel Pay Issues**

09-08-2014: **Supervisor Staelin moved to convene into Closed Session pursuant to §2.2-3711-A1 Specific Employees or Appointees of the Board. The motion carried as follows:**

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

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

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

Supervisor Staelin 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

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

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

No action was taken on matters discussed in Closed Session.

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7 Principles of Universal Design

- Equitable use
- Flexibility in use
- Simple & intuitive
- Perceptible info
- Tolerance for error
- Low physical effort
- Size & space for approach & use

A Few Starting Tips

Instead of:

Door knobs



Install:

Lever handles



Fixed shower head



Hand-held



Traditional light switches

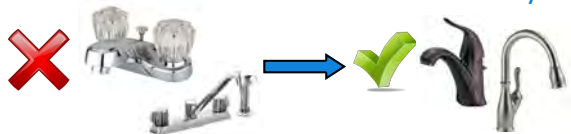


Rocker style

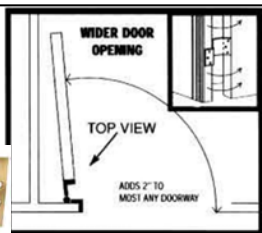
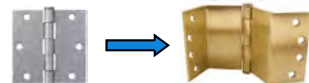


Twist knobs on sinks

Lever style



Make doorways 2 in. wider with offset hinges



To reach the widest range of homebuyers in the market, you need to offer a product that accommodates the widest range of needs. Here's where Universal Design comes in. A Universal Design house takes into consideration all ages, abilities, shapes, and sizes.

The most prominent element to a Universal Design house is the:

◆ Zero-step entrance

Having a no-step entry makes life easier for everyone! It is a sure way to appeal to all home-buyers.



Some of the Other Exterior Features

- ◆ 36"-wide path to doorway
- ◆ 36"-wide front door
- ◆ Max 1/2" high threshold, with beveled edges
- ◆ Covered overhang at entranceway
- ◆ 5'x 5' level clear space outside & inside of main entry
- ◆ Secure handrails where needed

Some Interior Features

- ◆ Multi-story homes: consider placing a bedroom & bathroom on main floor
- ◆ A roll-in shower in at least 1 bathroom
- ◆ All doors to rooms & closets 34"-36" min. width; Door handles at 36" height
- ◆ Hallways with 42"-48" min. clear width
- ◆ Light switches & thermostat mounted at 48" max. height from finished floor to center of the control; Outlets at 15" min. height
- ◆ Light fixtures/window treatments with glare-free lighting
- ◆ Kitchens with a 5' diameter of clear open space; Bathrooms with a 5' diameter clear space or T-shaped 3'x5' with 2'x5' T-shape
- ◆ Cook top & kitchen (as well a bathroom) sink lower cabinets to have an open space underneath approx. 30" wide x 27" high x 19" deep



Core Services

- Individual and System Change Advocacy
- Peer-to-Peer Mentoring
- Independent Living Skills
- Information and Referral

Additional Services

- Community Awareness
- Community Education
- Accessible Housing
- ADA and Universal Design
- Elderly Directed/Consumer Directed—Medicaid Waiver
- Assistive Technology
 - Ramp Installation
 - Lift Installation
- Community Living vs. Long Term Care

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Fax: 540-662-4474
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promoting
independent
living





ANNUAL EVENTS

- **disAbility Awareness Week**
 - 5K Run, Walk, and Roll
 - Ice Cream Social
 - Barrier Breakers Awards
- **Roll-Your-Own**
- **Deaf Awareness Week**
- **Career Day**
- **Thanksgiving Luncheon**
 - Recognition Awards

For dates and more, visit us at
www.accessindependence.org

*We are people with disabilities,
empowering people with disabilities.*

ABOUT US

- ◆ Ai is a Center for Independent Living, often referred to as a CIL.
- ◆ Ai is a non profit organization founded in 1985.
- ◆ Ai serves as an organization that promotes independent living for Virginia's Northern Shenandoah Valley.
- ◆ Ai is a consumer controlled, community based, cross disability, nonresidential, private nonprofit organization that is designed and operated within our local region by individuals with disabilities.



MISSION STATEMENT

Our **mission** is to **promote independent living** by providing services that enhance the quality of life for people with disabilities living in Virginia's Northern Shenandoah Valley.

VISION STATEMENT

Our **vision** is a barrier-free community for all individuals to achieve their greatest potential.

VALUE STATEMENT

- We live our values
- We are people with disabilities empowering people with disabilities
- We believe in being ethical and having integrity
- We believe in treating people with respect and dignity
- We believe people should live in a community without physical and social barriers
- We believe in the principles of equal rights, access, and opportunities



MEMORANDUM

TO: Board of Supervisors, David Ash
FROM: Alison Teetor
DATE: September 3, 2014
SUBJECT: Update White Post Dairy

An update as to the activities at the White Post Dairy was last presented to the Board after a manure spill occurred in March 2014. The response from DEQ was issuance of a Notice of Violation for not reporting the spill within 24 hours of the occurrence. The Board spoke with Karen Hensley, Enforcement Senior Specialist, DEQ who stated that a consent order would be drafted to address the compliance issues.

Staff contacted Bob Peer in August to provide an update of the current situation at the Dairy. Mr. Peer reported that an inspection was conducted July 15th, 2014, at that time the Dairy had started construction on a road that would divert stormwater away from monitoring well #1, where high levels of nitrates had been detected. In addition a spill way was constructed in the concrete manure separator to prevent future overflows similar to those that occurred in 2013 and 2014. See attached inspection pictures.

An analysis of the March water quality sampling of the monitoring wells, by Laura Stuart, DEQ, stated that MW#4 had high levels of nitrates (27.7 ppm) her conclusions are as follows:

Based on a review of the results and me discussion above, I have the following conclusions:

- 1) Nitrate exceeded the groundwater standards in MW-4 during the 1st quarter sampling event. The groundwater result could be related to shallow depth of the well which is influenced by increased surface water infiltration from sediment erosion control activities. This increased infiltration can contribute to unrepresentative groundwater data. Verification samples (within 30 days of the date of the laboratory report are recommended to confirm any future exceedances. If the data is confirmed, the facility should evaluate site conditions and activities may influence the results and take actions to reduce surface infiltration.*
- 2) Weather conditions, rainfall occurrence and amounts, and any site activities adjacent to the wells should be recorded for two weeks prior to groundwater sampling event in order to demonstrate that surface infiltration may affect the groundwater results.*
- 3) The facility should also install deeper groundwater wells that would not only assist in Characterizing the extent of nitrate in groundwater but also provide information demonstrating whether the deeper groundwater zone would provide a more accurate representation of groundwater. Deeper wells would likely be less susceptible to rapid surface infiltration*
- 4) If the facility has not already done so, the comments related to well MW-1 from the Review memo dated August 8, 2013, should be addressed.*

Mr. Peer stated that the Dairy has made significant improvements since the March 2014 spill by diverting stormwater and constructing the spillway.

An additional request for information pertaining to the Nutrient Management Plan (NMP) was requested by Conrad Wyrick, Agricultural Program Specialist, DEQ, staff requested the results but has not received any data as of this date.

Outstanding information not yet received from DEQ:

- 1) Inspection report from 7/15/14 – have photos only
- 2) NMP data
- 3) WQ data analysis from July
- 4) Verification data and other recommendations requested by Laura Stuart
- 5) Signed Consent agreement from March 2014 spill

White Post Dairy-site visit 7/15/14



access road to manure storage pits
graded – silt fence to be installed
(arrow)to direct stormwater away from
monitoring well #1



swale to be installed (blue arrow)to
direct stormwater from access road
away from monitoring well #1 (red
arrow)

White Post Dairy-site visit 7/15/14



Concrete added to area between compost building and old sand trap



Spill way from reception pit to settling basin

White Post Dairy-site visit 7/15/14



Pump house for pumping flush water
To flush tanks from manure pit #1
Also, the manure storage pit is at
capacity -18 inch freeboard



Second manure storage pit - 18 inch
free board



Clarke County Planning Department
101 Chalmers Court, Suite B
Berryville, Virginia 22611
(540) 955-5132

TO: Board of Supervisors

FROM: Brandon Stidham, Planning Director
Alison Teetor, Natural Resources Planner

RE: VPDES Modification Request – Mt. Weather

DATE: September 2, 2014

Mt. Weather Emergency Operations Center (FEMA) is requesting a modification to an existing Virginia Pollutant Discharge Elimination System Permit (VPDES) issued by DEQ. A notification letter was sent to Chairman Hobert, August 8, 2014 seeking public comment. Attached is the notification and analysis of the discharge.

Staff spoke with Anna Westernnik of DEQ to discuss the modification. The permit addresses discharges to both the east and west sides of Blue Ridge. On the west side (Clarke) the discharge is treated wastewater and stormwater from the water treatment facility. There are no toxic wastes eliminated from this source. The outfalls in Clarke are identified as Outfall 001 and 101. Based on the information provided, there appears to be no significant pollutant discharge from the water treatment facility at this time.

The permit is scheduled for renewal in 2016, Ms. Westernnik recommends that the Board request that a complete scan of priority pollutants for both stormwater and internal discharge be completed prior to reissuance.



AUG 11 REC'D

COMMONWEALTH of VIRGINIA

DEPARTMENT OF ENVIRONMENTAL QUALITY

NORTHERN REGIONAL OFFICE

13901 Crown Court, Woodbridge, Virginia 22193

(703) 583-3800 Fax (703) 583-3821

www.deq.virginia.gov

Molly Joseph Ward
Secretary of Natural Resources

David K. Paylor
Director

Thomas A. Faha
Regional Director

August 8, 2014

J. Michael Hobert, Chair
Clarke County Board of Supervisors
P.O. Box 588
Berryville, VA 22611

Re: VPDES Permit No. VA0091464, Modification
Mt. Weather Emergency Operations Center, Mount Weather, VA

Dear Chairman Hobert:

Section 62.1-44.15:01 of the Code of Virginia requires DEQ to notify localities particularly affected when a permit action is pending. This letter transmits one copy of the public notice for the proposed permit action for your review. Public notice of this proposed action is also being published in a local newspaper. That publication will establish a 30 day public comment period for this proposal. If you wish to comment on this proposed action, please respond to:

Anna Westernik
Virginia Department of Environmental Quality
Northern Regional Office
13901 Crown Court
Woodbridge, VA 22193-1453
Fax: (703)583-3821
Anna.Westernik@deq.virginia.gov

Please contact me at (703) 583-3837 or Anna.Westernik@deq.virginia.gov if you have questions. If no response is received within the 30 day public notice period, it will be assumed that you have no objections to the proposed action.

Sincerely,

Name
Environmental Specialist Senior II

cc: Permit Reissuance File (VA0091464)

Enc.: Public Notice

Public Notice – Environmental Permit

PURPOSE OF NOTICE: To seek public comment on a draft permit from the Department of Environmental Quality that will allow the release of treated wastewater/storm water into water bodies in Loudoun/Clarke Counties, Virginia.

PUBLIC COMMENT PERIOD: August 13, 2014 to September 12, 2014

PERMIT NAME: Virginia Pollutant Discharge Elimination System Permit – Wastewater/Storm Water issued by DEQ, under the authority of the State Water Control Board

APPLICANT NAME, ADDRESS AND PERMIT NUMBER: Federal Emergency Management Agency, Mount Weather Emergency Operations Center, P.O. Box 129, Mount Weather, VA 22611; VA0091464

NAME AND ADDRESS OF FACILITY: Mount Weather Emergency Operations Center, 19844 Blue Ridge Mountain Road, Mt. Weather, VA 20135

PROJECT DESCRIPTION: The Federal Emergency Management Agency has applied for modification of a permit for the Federal industrial discharges at the Mount Weather Emergency Operations Center. The modification of the process would allow an additional internal industrial wastewater outfall and storm water outfall to discharge to the eastern side of the facility. The applicant proposes to release industrial wastewater and storm water from a Federal facility at variable rates of flow into an unnamed tributary of Jefferies Branch in Loudoun County and into an unnamed tributary of Reservoir Hollow in Clarke County; both tributaries are located in the Potomac River watershed. A watershed is the land area drained by a river and its incoming streams. The permit will limit the following pollutants to amounts that protect water quality: pH, total suspended solids, total residual chlorine, total petroleum hydrocarbons, temperature, and whole effluent toxicity. The permit will monitor the following pollutants: total Kjeldahl nitrogen, nitrate and nitrite, total nitrogen, total phosphorus, total recoverable chromium, total recoverable copper, cyanide, total recoverable nickel, total recoverable zinc, and total hardness.

HOW TO COMMENT AND/OR REQUEST A PUBLIC HEARING: DEQ accepts comments and requests for public hearing by hand-delivery, e-mail, fax or postal mail. All comments and requests must be in writing and be received by DEQ during the comment period. Submittals must include the names, mailing addresses and telephone numbers of the commenter/requester and of all persons represented by the commenter/requester. A request for public hearing must also include: 1) The reason why a public hearing is requested. 2) A brief, informal statement regarding the nature and extent of the interest of the requester or of those represented by the requester, including how and to what extent such interest would be directly and adversely affected by the permit. 3) Specific references, where possible, to terms and conditions of the permit with suggested revisions. A public hearing may be held, including another comment period, if public response is significant, based on individual requests for a public hearing, and there are substantial, disputed issues relevant to the permit.

CONTACT FOR PUBLIC COMMENTS, DOCUMENT REQUESTS AND ADDITIONAL INFORMATION: The public may review the draft permit and application at the DEQ-Northern Regional Office by appointment, or may request electronic copies of the draft permit and fact sheet.

Name: Anna T. Westernik

Address: DEQ-Northern Regional Office, 13901 Crown Court, Woodbridge, VA 22193

Phone: (703) 583-3837 E-mail: anna.westernik@deq.virginia.gov Fax: (703) 583-3821



MEMORANDUM
Northern Regional Office

TO: File

FROM: Anna Westernik, Water Permit Writer

DATE: May 19, 2014

SUBJECT: 2014 VPDES Permit Modification for FEMA Industrial (VA0091464)

FEMA is a Federal government facility located on a mountain ridge on Route 601 near Bluemont, Virginia that has been in operation since the early 1900s. The facility encompasses administrative programs, training and housing facilities, and emergency and disaster relief support.

The VPDES permit for industrial storm water discharge was originally issued by the Department of Environmental Quality, Northern Regional Office (DEQ-NRO) in 2006. The 2006 permit and the subsequent 2011 reissuance monitored two storm water outfalls and two industrial discharge internal outfalls. These outfalls are named 001, 101, 002, and 201. Outfalls 001 and 101 are on the west side of the FEMA property whereas Outfalls 002 and 201 are on the east side of the FEMA property.

In 2012, FEMA constructed a new storm water outfall on the east side of the property. The newly constructed storm water outfall is directly south of the present Outfall 002 on the east side of the FEMA property. Flow to this outfall drains through a new manhole, enters a small pond, and then a large pond for sediment capture. Both ponds are unlined. In the event the large pond does overflow, approximately 50 to 75 feet of riprap is installed outside the fence boundary to slow down flow and hence, protect the slope from further erosion. Sampling from this outfall shall occur at the discharge point after the pond.

The newly constructed outfall at the exit of the pond will be named Outfall 003 and the internal process water outfall discharging to the pond will be named Outfall 301. Listed below is a description of the industrial outfalls on the east side of the property.

Outfall 002

Outfall 002 receives sump and storm water from Outfall 201 and localized sheet runoff from a contiguous wooded area before discharge to an unnamed tributary of Jeffries Branch. Before the construction of the new outfalls and upgrading of the storm water discharge route, this outfall received the majority of the storm water discharges from the east side of the facility.

Outfall 201

Outfall 201 receives sump water from office buildings and storm water from office buildings areas and paved surfaces (roads and parking lots) on a small section of the east side of the facility. This discharge enters a series of two ponds for treatment by aeration and sedimentation. Additional treatment is provided by two weirs in the ponds that collect oil. Siphons remove the collected oil and grease for disposal. Used liquid oil is recycled and non-liquid oil products are disposed of as hazardous waste. The volume of storm water and sump discharges from this outfall has also been reduced due to the construction of the new outfalls and the upgrading of the storm water discharge route.

Outfall 003

Outfall 003, which discharges to an unnamed tributary of Jeffries Branch where it exits the FEMA property, receives drainage from the eastern side of the property and sump and cooling water discharge. Discharge from Outfall 301 and storm water from the eastern portion of the facility travel through this outfall. This is a new wet weather discharge outfall on the eastern side of Mt. Weather.

Outfall 301 (Sump Discharge, Cooling Water Discharge, Storm Water)

Outfall 301 receives sump pump discharges, condensate from air conditioning towers, cooling water discharge during the cleaning of the cooling tower, and storm water from the main complex of buildings on the eastern side of the property. These discharges enter a storm water conveyance system from the top eastern portion of the facility and are piped down the hill for treatment through entering a small basin that discharges into a larger basin providing sedimentation prior to the Outfall 003 discharge. During periods of non precipitation, the flow to this outfall is minimal; discharge does not occur unless a cooling tower is cleaned and water released.

In addition to the outfalls located on the east side of the facility, FEMA has an internal outfall for water treatment plant discharge and a storm water outfall on the west side of the facility that discharge to an unnamed tributary of Reservoir Hollow (see **Attachment 1**, 2011 Fact Sheet and Table 1 of this memorandum).

See **Attachment 2** – NPDES Permit Industrial Rating Worksheets
(Score Outfall 001, West Side of Facility = 70, Minor)
(Score Outfall 002, East Side of Facility = 25, Minor)
(Score Outfall 003, East Side of Facility = 15, Minor)

See **Attachment 3** -- Facility schematic.

Permit Action

The permit action in this modification will consist of re-evaluating the copper limits for Internal Outfalls 101 and 201, re-evaluating the storm water benchmark monitoring concentration values for Outfalls 001 and 002, evaluating the batch cooling water discharge from Internal Outfall 301, and determining storm water benchmark monitoring endpoints for Outfall 003. Additionally, nutrient monitoring is added at Outfall 002 in this modification in accordance with the sediment TMDL for the Goose Creek Watershed. Table 1 below provides a summary of the discharges present at the FEMA facility.

TABLE 1 – Description of Outfalls

OUTFALL NO.	LATITUDE AND LONGITUDE	DISCHARGE SOURCES AND FREQUENCY	TREATMENT	FLOWS
Outfall 001 Storm Water Discharge (Western Side of Facility) 225 Acres Drained 12 Acres of Impervious Surface	39° 03' 58.7" 77° 54' 08.5"	Runoff from paved roads, construction activities, oil storage areas (covered tank), hazardous waste storage areas (covered metal buildings), and road salt storage (covered area). WTP plant discharge and sump pump discharge. Intermittent storm water discharge.	Overland Flow	Variable
Outfall 101 (Water Treatment Plant)	39° 03' 57.3" 77° 53' 58.9"	Discharge from a lagoon receiving WTP wastewater and storm water. Outfall discharges approximately two times per month for two to three hours to discharge backwash wastewater. Outfall discharges overnight twice per year to discharge basin cleanout wastewater.	Sedimentation	Variable
Outfall 002 Storm Water Discharge (Eastern Side of Facility) 6 Acres Drained 3 Acres of Impervious Surface	39° 03' 29.4" 77° 53' 06.0"	A storm water collection system captures overflow from the potable water system, sumps, drainage from vehicle maintenance and fueling area, and a warehouse loading/unloading area. Sheet flow from parking lots, satellite dish/radio tower area, and paved and gravel roads from construction activity. Intermittent storm water discharge.	Storm water runoff and sump discharge is captured in a series of three small ponds that treat by aeration and sedimentation. A weir in the pond assists in containing oil from parking lots, vehicles, etc. Some treatment by overland flow.	Variable
Outfall 201	39° 03' 33.3" 77° 53' 04.2"	Discharge from a spring water sump and storm water. Sump discharge is continuous. Storm water discharge is intermittent.	Discharge in a series of three small ponds that treat by aeration and sedimentation. Oil collected using a weir in the pond.	Variable
Outfall 003 Storm Water Discharge (Eastern Side of Facility) 143 Acres Drained 29 Acres of Impervious Surface	39° 03' 31" 77° 53' 06"	Intermittent storm water discharge. A storm water collection system captures overflow from the potable water system, sumps, drainage from vehicle maintenance and fueling area, and a warehouse loading/unloading area. Sheet flow from parking lots, satellite dish/radio tower area, and paved and gravel roads from construction activity.	Storm water piped to sedimentation basins prior to discharge.	Variable
Outfall 301 Batch Cooling Water Discharge (Eastern Side of Facility)	39° 03' 33" 77° 53' 07"	Discharge from a spring water sump, air conditioning condensate, and storm water. Sump discharge is continuous. Storm water and cooling water discharge is intermittent. The process flow is normally too low in volume to measure. Process flow from cooling water is discharged and monitored as a batch discharge.	None	Variable

Attachment 4 – January 2013 Site Visit Memorandum.

Attachment 5 -- Topographic map 216C (Ashby Gap) shows outfall locations for Outfall 301 and 003.

Effluent Screening

To determine water quality-based effluent limitations for a discharge, the suitability of data must first be determined. Data is suitable for analysis if one or more representative data points is equal to or above the quantification level ("QL") and the data represent the exact pollutant being evaluated.

Next, the appropriate Water Quality Standards (WQS) are determined for the pollutants in the effluent. Then, the Wasteload Allocations (WLA) are calculated. In this case since the critical flows 7Q10 and 1Q10 have been determined to be zero, the WLA's are equal to the WQS. The WLA values are then compared with available effluent data to determine the need for effluent limitations. Effluent limitations are needed if the 97th percentile of the daily effluent concentration values is greater than the acute wasteload allocation or if the 97th percentile of the four-day average effluent concentration values is greater than the chronic wasteload allocation. Effluent limitations are based on the most limiting WLA, the required sampling frequency, and statistical characteristics of the effluent data.

Internal Outfall 101 – Copper effluent data obtained from the Discharge Monitoring Reports (DMRs) from the first quarter of 2012 through the first quarter of 2014 have been reviewed and determined to be suitable for evaluation.

Internal Outfall 201 – Copper effluent data obtained from the Discharge Monitoring Reports (DMRs) from the first quarter of 2012 through the first quarter of 2014 have been reviewed and determined to be suitable for evaluation.

Internal Outfall 301 – FEMA personnel collected a forced batch discharge of cooling water on April 9, 2014. This data has been reviewed, entered into the permit record, and determined to be suitable for evaluation.

Mixing Zones and Wasteload Allocations (WLAs):

Wasteload allocations (WLAs) are calculated for those parameters in the effluent with the reasonable potential to cause an exceedance of water quality criteria. The basic calculation for establishing a WLA is the steady state complete mix equation:

$$WLA = \frac{C_o [Q_e + (f) (Q_s)] - [(C_s) (f) (Q_s)]}{Q_e}$$

Where:	WLA	=	Wasteload allocation
	C _o	=	In-stream water quality criteria
	Q _e	=	Design flow
	Q _s	=	Critical receiving stream flow (1Q10 for acute aquatic life criteria; 7Q10 for chronic aquatic life criteria; harmonic mean for carcinogen-human health criteria; and 30Q5 for non-carcinogen human health criteria)
	f	=	Decimal fraction of critical flow
	C _s	=	Mean background concentration of parameter in the receiving stream.

The water segments receiving discharge via Internal Outfalls 101, 201, and 301 are considered to have a 7Q10 and 1Q10 of 0.0 MGD. As such, there are no mixing zones and the WLAs are equal to the C_o.

Effluent Limitations Toxic Pollutants, Internal Outfalls 101, 201, 301:

9VAC25-31-220.D. requires limits be imposed where a discharge has a reasonable potential to cause or contribute to an in-stream excursion of water quality criteria. Those parameters with WLAs that are near effluent concentrations are evaluated for limits.

The VPDES Permit Regulation at 9VAC25-31-230.D requires that monthly and weekly average limitations be imposed for municipal discharges and monthly average and daily maximum limitations be imposed for industrial discharges.

Hardness summaries for Outfalls 101 and 201 and criteria determinations and effluent limit evaluations for Outfalls 101, 201, and 301 are provided in **Attachment 6**. Since the flow from all internal outfalls is intermittent, toxic limits were evaluated using acute wasteload allocations only.

Metals:

Of the parameters found from the sampling of Internal Outfall 301 during a forced batch discharge of cooling water, only copper has designated acute criteria in the Virginia Water Quality Standards. Limits were calculated for copper and it was determined that a limit of 50 µg/L is warranted. However, due to the infrequent nature of the discharge and evaluation for limits using only one data point of 105 µg/L, only copper monitoring shall be required during this permit cycle.

Copper was not detected in the effluent discharge from Outfall 101 from the first quarter of 2012 through the first quarter of 2014. Therefore, monitoring for copper and hardness was removed from the permit for this outfall. Using DMR data from the first quarter of 2012 through the first quarter of 2014, it was determined that copper limits are not needed at Outfall 201. Therefore, copper and hardness limits are removed from Outfall 201. Additionally, the compliance schedule for copper is removed from this permit.

Temperature:

A temperature limit has been placed on Outfall 003 due to the influence of heated waste streams within the drainage area (e.g., non-contact cooling water). This limit has been removed from Outfall 002 since it is no longer receiving the cooling water.

Nutrients:

In order to assess the effect of nutrient discharge on a local benthic impairment, this facility shall perform quarterly nutrient monitoring for total nitrogen and total phosphorus at Outfalls 002 and 003. Section 4 of the Planning Statement dated May 16, 2014 requests that the facility monitor nutrients at Outfall 003 to support the development of a benthic TMDL for Jeffries Branch. Since Outfall 002 discharges in an adjacent location, nutrient monitoring has also been added as a requirement for this outfall also. Section 4 of the Planning Statement discusses the following:

“In support of the development of a benthic TMDL for Jeffries Branch in the near future, DEQ staff requests that this facility monitor quarterly nutrient monitoring (total phosphorus, nitrate, nitrite and TKN) at this outfall. Nutrient monitoring is requested of facilities that are located within a distance of 5 miles upstream of a benthic impairment.”

See **Attachment 7** for the complete Planning Statement.

Effluent Limitations, Outfalls 001 and 002 – Storm Water Only Pollutants

The requirement to monitor copper, cyanide, and zinc at Outfall 001 and copper and zinc at Outfall 002 has been removed from this permit since these parameters were all found to be below detection level during 2012 and 2013 monitoring. The other benchmark parameters remain in Outfall 001 and 002 monitoring.

TABLE 2 -- Outfall 001 Storm Water Benchmark Monitoring Concentration Values	
Parameter	Maximum Limitation
Total Suspended Solids (TSS)	100 (mg/L)

TABLE 3 -- Outfall 002 Storm Water Benchmark Monitoring Concentration Values	
Parameter	Maximum Limitation
Total Suspended Solids (TSS)	70 (mg/L)

Effluent Limitations, Outfall 003– Storm Water Only Pollutants.

These storm water discharges are considered intermittent and as such, the primary concern would be acute water quality impacts. The duration of this discharge is not expected to occur for four or more consecutive days (96 hours). Water Quality Criteria for human health (and chronic toxicity to a lesser degree) are based upon long term, continuous exposure to pollutants from effluents, and storm water discharges are short term and intermittent. Therefore, it is believed that acute criteria should be used to derive the screening criteria.

Screening (i.e., decision) values expressed as monitoring end-points have been established at two times the acute water quality criterion established in the Virginia Water Quality Standards (9VAC25-260 et.seq.). There two primary reasons the end-points are established at two times the criterion. First, the acute criteria is defined as one-half of the final acute value (FAV) for a specific toxic pollutant. The FAV is determined from exposure of the specific toxicant to a variety of aquatic species, and is based on the level of a chemical or mixture of chemicals that does not allow the mortality, or other specified response, of aquatic organisms. These criteria represent maximum pollutant concentration values, which when exceeded, would cause acute effects on aquatic life in a short time period.

Second, if it is raining a sufficient amount to generate a discharge of storm water, it is assumed that the receiving stream flow will be greater than the critical flows of zero million gallons per day for intermittent streams due to storm water runoff within the stream's drainage area. In recognition of the FAV and the dilution caused by the rainfall, the monitoring end points were calculated by multiplying the acute Water Quality Criteria by two (2). The criteria for all pollutants can be found in **Attachment 6**.

These monitoring end-point screening values are applied solely to identify those pollutants that should be given special emphasis during development of the Storm Water Pollution Prevention Plan (SWPPP). Storm water outfall data (pollutant specific) submitted by the permittee that are above the established monitoring end-point levels requires monitoring in Part I.A. of the permit for that specific outfall and pollutant. Should storm water outfall monitoring data exceed the established monitoring end point, the permittee shall reexamine the effectiveness of the SWPPP and BMPs in use and modify as necessary to address any deficiencies that caused the exceedances.

Since direct sampling at Outfall 003 (after the sedimentation pond) could not be conducted, monitoring from Outfall 301 was conducted to represent Outfall -003. Chromium, copper, nickel, zinc, and cyanide were detected at Outfall 301 during storm water sampling events on January 16, 2013 and February 26, 2013 (monitoring information found in the permit file of record). Therefore, storm water benchmark monitoring shall be required for these parameters at Outfall 003 based on acute criteria and a hardness value of 120 mg/L at Outfall 301 during the storm water monitoring event. See Table 4 below.

TABLE 4 -- Outfall 003 Storm Water Benchmark Monitoring Concentration Values	
Parameter	Maximum Limitation
Total Suspended Solids (TSS)	70 (mg/L)
Chromium	32 µg/L*
Copper	32 µg/L
Cyanide	44 µg/L
Nickel	420 µg/L
Zinc	280 µg/L

*Measured as Chromium 6

**TABLE 5 -- Effluent Limitations/Monitoring Requirements for Outfall 001^{a, b}
(Western Portion of Facility)**

Flow from this storm water outfall is variable.

Effective Dates: During the period beginning with the permit effective date and lasting until the permit expiration date.

PARAMETER	BASIS FOR LIMITS	DISCHARGE LIMITATIONS				MONITORING REQUIREMENTS	
		<u>Monthly Average</u>	<u>Daily Maximum</u>	<u>Minimum</u>	<u>Maximum</u>	<u>Frequency</u>	<u>Sample Type</u>
Flow (MGD)	NA	NL	NA	NA	NL	1/Q ^c	Estimate
pH (Standard Units)	1	NA	NA	6.5	9.5	1/Q ^c	Grab
TSS (mg/L)	3	NA	NA	NA	NL ^d	1/Q ^c	Grab

**TABLE 6 -- Effluent Limitations/Monitoring Requirements for Outfall 101^{a, e}
Water Treatment Plant Wastewater**

Flow from this industrial outfall is variable.

Effective Dates: During the period beginning with the permit effective date and lasting until the permit expiration date.

PARAMETER	BASIS FOR LIMITS	DISCHARGE LIMITATIONS				MONITORING REQUIREMENTS	
		<u>Monthly Average</u>	<u>Daily Maximum</u>	<u>Minimum</u>	<u>Maximum</u>	<u>Frequency</u>	<u>Sample Type</u>
Flow (MGD)	NA	NL	NA	NA	NL	1/M	Estimate
TSS (mg/L)	1, 2	30	60	NA	NA	1/M	5G/8HC
pH (Standard Units)	1	NA	NA	6.5	9.5	1/M	Grab
Total Residual Chlorine (mg/L)	1, 2	0.011	0.011	NA	NA	1/M	Grab
Acute Toxicity -- <i>C. dubia</i> (NOAEC)	NA	NA	NA	NA	NL	Per Permit (Part I.C)	Grab
Acute Toxicity -- <i>P. promelas</i> (NOAEC)	NA	NA	NA	NA	NL	Per Permit (Part I.C)	Grab

TABLE 7 -- Effluent Limitations/Monitoring Requirements for Outfall 002^{a, b}
(Drainage from Eastern Portion of Facility)

Flow from this storm water outfall is variable.

Effective Dates: During the period beginning with the permit effective date and lasting until the permit expiration date.

PARAMETER	BASIS FOR LIMITS	DISCHARGE LIMITATIONS				MONITORING REQUIREMENTS	
		<u>Monthly Average</u>	<u>Daily Maximum</u>	<u>Minimum</u>	<u>Maximum</u>	<u>Frequency</u>	<u>Sample Type</u>
Flow (MGD)	NA	NL	NA	NA	NL	1/Q ^c	Estimate
pH (Standard Units)	1	NA	NA	6.0	9.0	1/Q ^c	Grab
TSS (mg/L)	3, 4	NA	NA	NA	NL ^d	1/Q ^c	Grab
Total Kjeldahl Nitrogen (TKN) (mg/L)	4	NA	NA	NA	NL	1/Q ^c	Grab
Nitrate+Nitrite, as N (mg/L)	4	NA	NA	NA	NL	1/Q ^c	Grab
Total Nitrogen ^f (mg/L)	4	NA	NA	NA	NL	1/Q ^c	Calculated
Total Phosphorus (mg/L)	4	NA	NA	NA	NL	1/Q ^c	Grab

TABLE 8 – Effluent Limitations/Monitoring Requirements for Outfall 201^{a, e}
(Sump Water)

Flow from this storm water and industrial wastewater outfall is variable.

Effective Dates: During the period beginning with the permit effective date and lasting until the permit expiration date.

PARAMETER	BASIS FOR LIMITS	DISCHARGE LIMITATIONS				MONITORING REQUIREMENTS	
		<u>Monthly Average</u>	<u>Daily Maximum</u>	<u>Minimum</u>	<u>Maximum</u>	<u>Frequency</u>	<u>Sample Type</u>
Flow (MGD)	NA	NL	NA	NA	NL	1/M	Estimate
pH (Standard Units)	1	NA	NA	6.0	9.0	1/M	Grab
TPH (mg/L) ^g	3, 5	NA	NA	NA	15	1/M	Grab
Acute Toxicity <i>C. dubia</i> (NOAEC)	NA	NA	NA	NA	NL	Per Permit (Part I. C)	Grab
Acute Toxicity <i>P. promelas</i> (NOAEC)	NA	NA	NA	NA	NL	Per Permit (Part I.C)	Grab

TABLE 9 -- Effluent Limitations/Monitoring Requirements for Outfall 003 ^{a, b}
(Drainage from Eastern Portion of Facility)

Flow from this storm water outfall is variable.

Effective Dates: During the period beginning with the permit effective date and lasting until the permit expiration date.

PARAMETER	BASIS FOR LIMITS	DISCHARGE LIMITATIONS				MONITORING REQUIREMENTS	
		<u>Monthly Average</u>	<u>Daily Maximum</u>	<u>Minimum</u>	<u>Maximum</u>	<u>Frequency</u>	<u>Sample Type</u>
Flow (MGD)	NA	NL	NA	NA	NL	1/Q ^c	Estimate
pH (Standard Units)	1	NA	NA	6.0	9.0	1/Q ^c	Grab
Temperature (degrees Celsius)	1	NA	NA	NA	31	1/Q ^c	Immersion Stabilization
TSS (mg/L, kg/mo) ^d	3, 4	NA	NA	NA	NL ^d	1/Q ^c	Grab
Total Recoverable Chromium (µg/L) ^d	1	NA	NA	NA	NL ^d	1/Y ^h	Grab
Total Recoverable Copper (µg/L) ^d	1	NA	NA	NA	NL ^d	1/Y ^h	Grab
Cyanide (µg/L) ^d	1	NA	NA	NA	NL ^d	1/Y ^h	Grab
Total Recoverable Nickel (µg/L) ^d	1	NA	NA	NA	NL ^d	1/Y ^h	Grab
Total Recoverable Zinc (µg/L) ^d	1	NA	NA	NA	NL ^d	1/Y ^h	Grab
Total Kjeldahl Nitrogen (TKN) (mg/L)	4	NA	NA	NA	NL	1/Q ^c	Grab
Nitrate+Nitrite, as N (mg/L)	4	NA	NA	NA	NL	1/Q ^c	Grab
Total Nitrogen ^f (mg/L)	4	NA	NA	NA	NL	1/Q ^c	Calculated
Total Phosphorus (mg/L)	4	NA	NA	NA	NL	1/Q ^c	Grab

TABLE 10 – Effluent Limitations/Monitoring Requirements for Outfall 301 ^{a, c}
(Cooling Water)

Flow from this industrial wastewater outfall is variable and is dependent upon the volume of cooling water released.

Effective Dates: During the period beginning with the permit effective date and lasting until the permit expiration date.

PARAMETER	BASIS FOR LIMITS	DISCHARGE LIMITATIONS				MONITORING REQUIREMENTS	
		<u>Monthly Average</u>	<u>Daily Maximum</u>	<u>Minimum</u>	<u>Maximum</u>	<u>Frequency</u>	<u>Sample Type</u>
Flow (MGD)	NA	NL	NA	NA	NL	2/DIS	Estimate
pH (Standard Units)	1	NA	NA	6.0	9.0	2/DIS	Grab
Total Recoverable Copper (µg/L)	1	NA	NA	NA	NL	2/DIS	Grab
Total Hardness (mg/L)	3	NA	NA	NA	NL	2/DIS	Grab

***BASIS FOR LIMITS KEY**

1. Virginia Water Quality Standards (1/06/2011).
2. General Permit for Potable Water Treatment Plants (9 VAC 25-860)
3. Best Professional Judgment.
4. Sediment TMDL for the Goose Creek Watershed
5. 9VAC25-120.

NL - No limitation, Monitoring required

NA - Not Applicable

1/Q – Once per quarter

1/M – Once per month

1/Y – Once per year.

2/DIS – Two samples per discharge

Estimate - Reported flow is to be based on the technical evaluation of the sources contributing to the discharge.

Grab - An individual sample collected in less than 15 minutes.

5G/8H-C Consisting of five (5) grab samples collected at hourly intervals until the discharge ceases or five (5) grab samples taken at equal time intervals for the duration of the discharge if the discharge is less than eight (8) hours in length.

Immersion Stabilization - A calibrated device is immersed in the effluent stream until the temperature reading is stabilized.

- a. All effluent shall be free of sheens. There shall be no discharge of floating solids or visible foam in other than trace amounts.
- b. All samples from Outfalls 001, 002, and 003 shall be collected from the discharge resulting from a storm event.
- c. The quarterly monitoring periods shall be January through March, April through June, July through September, and October through December. The DMR shall be submitted no later than the 10th day of the month following the monitoring period.
- d. See Part I.E.7 of the permit for monitoring end-points.
- e. All samples from Internal Outfalls 101 and 201 shall be collected during “dry periods” (at least 72 hours after a measurable storm event). Samples collected from Internal Outfall 301 shall be collected during a batch discharge event of cooling water.
- f. Total Nitrogen = Sum of TKN and NO₂+NO₃ N and shall be calculated from the results of those tests.
- g. Total Petroleum Hydrocarbons (TPH) is the sum of individual gasoline range organics and diesel range organics or TPH-GRO and TPH-DRO to be measured by EPA SW 846 Method 8015C (2007) for gasoline and diesel range organics, or by EPA SW 846 Methods 8260B and 8270D. If the combination of Methods 8260B and 8270D is used, the lab must report the total of gasoline range organics, diesel range organics and polynuclear aromatic hydrocarbons.
- h. The annual monitoring period shall be January 1 – December 31. The DMR shall be submitted no later than the 10th day of the month following the monitoring period (January 10).

Anti-Backsliding

The removal of the copper limits from Internal Outfalls 101 and 201 does not constitute backsliding because the limits are not in effect. The temperature limit is not being removed; it is being transferred from Internal Outfall 201 to 301.

Public Notice Information

First Public Notice Date: 8/13/2014

Second Public Notice Date: 8/20/2014

Public Notice Information is required by 9VAC25-31-280 B. All pertinent information is on file and may be inspected and copied by contacting the: Northern DEQ Regional Office, 13901 Crown Court, Woodbridge, VA 22193, telephone No. (703) 583-3837, anna.westernik@deq.virginia.gov. See **Attachment 8** for a copy of the public notice document, and the public notice period.

Persons may comment in writing or by e-mail to the DEQ on the proposed permit action, and may request a public hearing, during the comment period. Comments shall include the name, address, and telephone number of the writer, and shall contain a complete, concise statement of the factual basis for comments. Only those comments received within this period will be considered. The DEQ may decide to hold a public hearing if public response is significant. Requests for public hearings shall state the reason why a hearing is requested, the nature of the issues proposed to be raised in the public hearing and a brief explanation of how the requester's interests would be directly and adversely affected by the proposed permit action. Following the comment period, the Board will make a determination regarding the proposed permit action. This determination will become effective, unless the DEQ grants a public hearing. Due notice of any public hearing will be given.

Attachments

Attachment 1	2011 Fact Sheet
Attachment 2	NPDES Permit Industrial Rating Worksheets
Attachment 3	Facility Schematic
Attachment 4	January 2013 Site Visit Memorandum
Attachment 5	Topographic Map 216C (Ashby Gap)
Attachment 6	Hardness Summaries for Outfalls 101 and 201, Criteria Determinations, Effluent Limit Evaluations
Attachment 7	Planning Statement Dated May 16, 2014
Attachment 8	Public Notice



Clarke County Planning Department
101 Chalmers Court, Suite B
Berryville, Virginia 22611
(540) 955-5132

TO: Board of Supervisors

FROM: Brandon Stidham, Planning Director

RE: 2014 Town of Berryville and Clarke County Bicycle & Pedestrian Plan

DATE: September 2, 2014

Enclosed for your review and consideration is the final draft of the 2014 Town of Berryville & Clarke County Bicycle & Pedestrian Plan. This item was originally brought to the Board in March as an informational item. As you may recall, NSVRC staff worked conjunction with Town and County Planning staffs, Jon Turkel (Planning Commission), and Virginia Department of Transportation (VDOT) staff to develop the Plan as part of the NSVRC's Rural Transportation FY2014 Work Program. Tyler Klein attended the Board's April 7 work session to present the Board with the initial draft Plan and to provide information on how public input would be gathered in developing a final draft Plan for consideration by the Town and County. Mr. Klein made a similar presentation to Town Council also in April.

Since the April 7 work session, NSVRC staff gathered and processed comments received from Board members and Town Council members, conducted a public input meeting on May 15 at the Government Center, and solicited online comments via the NSVRC website. The resultant input was incorporated into the final Draft document before you for consideration. Changes made from the initial draft are as follows:

- Added language recommending maintaining existing 10-foot wide travel lanes in absence of on-street parking. This was included to address specific concerns in the Millwood area and along secondary roads that the Plan recommended widening of roads to accommodate bicycle traffic. Citizens were specifically concerned that road widening would add to the cost of transportation improvements, increase vehicular traffic and speed, and adversely impact adjacent properties.
- Regarding the Millwood community, added language recommending/noting the following:
 - Preserve the existing 10' wide travel lanes
 - Note the absence of sidewalks and the need for crosswalk maintenance
 - Emphasize the history of the long-standing residential community and its historic resources
- Added language to clarify that paved shoulders are only recommended on primary roads.
- Expanded the description of how the Plan's recommendations could be used to develop improvement projects:
 - By implementing improvements in conjunction with current programmed projects (e.g., installation of sidewalks, shoulders, and striping)

- By pursuing projects as standalone capital projects to be funded through the Commonwealth Transportation Board or other funding sources.
- Added new section regarding recreational walking at locations including the Berryville Historic District, Chet Hobert Park, Appalachian Trail, Shenandoah University River Campus, and Blandy Experimental Farm.
- Added a summary list of the comments received in the spring from Town Council and the Board of Supervisors.
- Added list of comments received at the May 15 public input session.
- Added a new Appendix C containing best practices for bicycle event management. This section was added to address numerous comments that many of the concerns about cyclists involve large bicycling events.

Also enclosed for your consideration is a letter of support for the draft Plan provided by the Planning Commission's Recreation Plan Subcommittee. The Subcommittee voted to send a letter of support for the Plan at their meeting on August 20.

If the final Draft addresses the Board's outstanding questions or concerns, Staff recommends that the Board accept the Northern Shenandoah Valley Regional Commission's final Draft Bicycle & Pedestrian Plan, and that the Plan be forwarded to the Planning Commission for use in updating the Comprehensive Plan and applicable implementing component plans. Town Staff will be taking the final Draft Plan to Town Council this month for similar consideration.

Please do not hesitate to contact me if you have questions or concerns in advance of the meeting.

September 2, 2014

Mr. Michael Hobert
Chair, Clarke County Board of Supervisors
101 Chalmers Ct.
Berryville, VA 22611

RE: Letter of Support 2014 Town of Berryville & Clarke County Bicycle & Pedestrian

Dear Mr. Hobert:

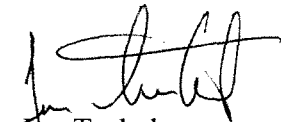
The Recreation Plan Committee wishes to express our enthusiastic support for the 2014 Town of Berryville & Clarke County Bicycle & Pedestrian Plan. The Recreation Plan Committee has been working since June to develop the County's first Recreation Plan, an implementing component of the County's Comprehensive Plan. One of the major recreational resources in the Community is access to multiple cycling opportunities on the rural roads throughout the County. The proposed plan provides a well thought out strategy to provide a safer cycling experience while respecting vehicular traffic and private property rights.

In addition, the plan highlights the pedestrian opportunities within the Town of Berryville as well as the County Park, Blandy, and newly established Shehandoah University River campus.

The proposed plan compliments the Recreation Plan Committees efforts to describe, promote and protect the County's recreational resources. Therefore, we encourage the Board to accept the Northern Shenandoah Valley Regional Commission's final Draft Bicycle & Pedestrian Plan, and that the Plan is forwarded to the Planning Commission for use in updating the Comprehensive Plan and applicable implementing component plans.

If I can provide any additional information please don't hesitate to contact me.

Sincerely,



Jon Turkel
Planning Commission Liaison
Recreation Plan Committee

2014

Town of Berryville & Clarke County Bicycle & Pedestrian Plan



Prepared By:

Northern Shenandoah Valley Regional Commission

Prepared For:



Steering Committee Members

Brandon Stidham, Clarke County Planning Director

Alison Teetor, Clarke County Natural Resource Planner

Jon Turkel, Clarke County Planning Commissioner

Christy Dunkle, Town of Berryville Planning Director

W. Neal White, Town of Berryville Chief of Police

Virginia Department of Transportation

Terry Short, Jr., Staunton District

Gerald Gatobu, Staunton District

Northern Shenandoah Valley Regional Commission

John Madera, AICP, Principal Planner

M. Tyler Klein AICP, Senior Planner

David Cooper, GIS Manager

The Town of Berryville & Clarke County Bicycle & Pedestrian Plan was completed under the Northern Shenandoah Valley Regional Commission (NSVRC) Fiscal Year 2014 Rural Transportation Work Program.

All recommendations are subject to approval by the Berryville Town Council and Clarke County Board of Supervisors and should be consistent with Virginia Department of Transportation (VDOT) design standards and policies.

Cost estimates should be regarded as planning level and preliminary in nature. Variations from actual project costs will/may result from additional factors such as design exceptions, value engineering, utility relocation, and environmental impacts. As projects move forward in the project development process, emerging details will support the refinement of these costs.

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Executive Summary

Bicycle and pedestrian links are vital to a community's overall health, safety and welfare. There are numerous economic development benefits in the intersection between bicycling, walkability and tourism. Bicycling and walking are an important mode of transportation, whether used separately or with other modes of transportation. Since 1991, the federal government has recognized the role of bicycle and pedestrian modes and their importance as part of an overall balanced transportation system.

The *Town of Berryville & Clarke County Bicycle and Pedestrian Plan* was prepared in response to a joint request from the Town of Berryville and Clarke County under the Northern Shenandoah Valley Regional Commission (NSVRC) Rural Transportation Work Program at no cost to either locality. The Plan provides a comprehensive overview of the existing transportation network and outlines recommendations for bicycle and pedestrian enhancements in each locality to better serve transportation, recreation and economic development objectives. Existing routes in the Town and County were identified through review of local bicycling club routes/rides (Winchester Wheelmen, Potomac Pedalers and Panhandle Pedalers) and VA bicycling guidebooks. A full summary of these materials is provided in the Appendix section of this Plan. Berryville and Clarke County identified the following priorities for developing this Plan:

- Emphasis on economic development and bicycle tourism;
- Generating a site-specific improvement program, rather than a policy plan; link with existing initiative (Safe Routes to School);
- Connectivity to local area attractions;
- Emphasis on improvements to roadway segments to link existing bicycle network;
- Identify best practices for bicycle facilities, use and promotion;

In preparation for analyzing current bicycle and pedestrian facilities applicable planning documents that were developed state-wide, regionally and locally were explored and provide the framework for future planning and prioritization efforts in Berryville and Clarke County. Challenges to bicycling in Berryville and Clarke County include the following:

- Continuity of low-volume routes broken by primary system segments without shoulders;
- Motor vehicle and bicyclist conflicts; concerns for safety of all road users;
- Need for increased coordination among local Town/County departments and club/bicycle event promoters for event planning and management; and
- Need for more multi-use trails (or shared-use paths) in local urban areas (Berryville).

The Town of Berryville cited the following as contributing factors to the overall efficiency of the pedestrian network in and around the Town:

- Relative connectivity of sidewalks to and from the downtown business district and park;
- A detailed School Travel Plan to encourage walking and biking to school; and

- Connectivity requirements of existing (and future) subdivisions to include pedestrian accommodations.

Impediments identified in the planning process to efficient pedestrian movement in the Berryville area include:

- Need for sidewalks to meet Americans with Disabilities Act (ADA) guidance;
- Lack of sidewalks in older neighborhoods (at least on one side of the street); and
- Need for a comprehensive inventory of existing sidewalk conditions.

Recommended facility improvements should be consistent with VDOT design standards and policies and Manual of Uniform Traffic Control Devices (MUTCD) Chapter 9: *Traffic Control for Bicycle Facilities*. Where feasible, roadway improvements should be made in conjunction with VDOT's existing project and paving schedule and the minimum paved shoulder width should be used depending on roadway functional classification. Additionally, coordination among staff should be undertaken where projects link with adjacent localities (City of Winchester; Frederick, Loudoun & Warren counties).

In general the following bicycle facility treatments are recommended by roadway type in Berryville and Clarke County:

Local/Urban

- Narrow travel lanes to reduce speed of motor vehicles (Berryville & Millwood); maintain existing narrow (10 ft.) lanes in the absence of on-street parking.
- Intersection crossing markings;
- Share the Road, Wayfinding signs;
- Multi-Use Trails

Rural

- Where feasible add paved shoulders (Width: 2 feet minimum; 4 feet recommended) on primary roads (US routes 17/50, 340 and 522; VA Route 7);
- Share the Road, Wayfinding signs;

Pedestrian recommendations identified in the planning process include:

- Planning for pedestrian accommodations and links to the broader network with all new development;
- Develop a sidewalk retrofit/maintenance program;
- Identify crosswalks on primary system in need of improvement (signs, pavement markings, signals);
- Adopt pedestrian-friendly street design standards for new development; require connectivity in new developments to downtown and public institutions; and

- Adopt a complete streets ordinance/resolution to ensure that pedestrian needs are considered in the design of VDOT projects and meet ADA accessibility requirements. The Virginia Department of Rail and Public Transportation (DRPT) have published “Multimodal System Design Guidelines,” appended in 2014 to the VDOT Design Manual, as a statewide Complete Streets policy.

The bicycle and pedestrian facilities recommended in this plan may be implemented incidental to existing programmed highway construction and maintenance projects, or they may be pursued as stand-alone capital projects submitted to the Commonwealth Transportation Board (CTB) for inclusion in the state Six-Year Improvement Program (SYIP). Retrofits involving re-striping alone can be done incidental to resurfacing and reconstruction projects. Shoulders and sidewalks could be added as part of a roadway widening or reconstruction. Paved shoulders benefit motorists and taxpayers as well as bicyclists; they provide a margin of safety for all road users, and extend the life of the pavement. .

The following recommendations should be considered next steps for both the Town and County leadership and staff in planning and implementing strategies for improving bicycle and pedestrian accommodations. This includes:

- Incorporation of the preceding bicycle and pedestrian accommodations into updates to local comprehensive and transportation plans;
- Working with NSVRC and VDOT staff to incorporate bicycle and pedestrian accommodation projects identified in Tables 1 and 2 into the Virginia’s Six-Year Improvement Plan and VDOT maintenance program.
- Directing local and NSVRC staff to pursue funding opportunities for additional planning, design/engineering and construction of facilities improvements identified in Tables 1 and 2;
- Coordination with local economic development entities and regional tourism websites (i.e. Bike the Valley) to promote bicycle tourism opportunities; and
- Continued coordination with local law enforcement, public schools and local clubs to provide continued bicycle and pedestrian safety and awareness training opportunities.

The Town of Berryville and Clarke County consider bicycling and pedestrian amenities to be a key component of sustainable community and economic growth while connecting the localities to the broader region.

Introduction

Project Purpose

Bicycle and pedestrian links are vital to a community's overall health, safety and welfare. There are numerous economic development benefits in the intersection between bicycling, walkability and tourism. Bicycling and walking are an important mode of transportation, whether used separately or with other modes of transportation. Since 1991, the federal government has recognized the role of bicycle and pedestrian modes and their importance as part of an overall balanced transportation system. The Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA) placed increased importance on the use of the bicycle from a transportation standpoint and called on each state Department of Transportation to encourage its use. With the passage of the Transportation Equity Act for the 21st Century (TEA-21) and its successor, SAFETEA-LU, the federal government reaffirmed its commitment to bicycling. In Virginia, the Department of Transportation (VDOT), the Department of Rail and Public Transportation (DRPT), planning districts and localities have recognized the need for a comprehensive approach to bicycle and pedestrian planning. Thus this plan seeks to integrate previous planning efforts and identify priorities for future implementation.

The *Town of Berryville & Clarke County Bicycle and Pedestrian Plan* was prepared in response to a joint request from the Town of Berryville and Clarke County under the Northern Shenandoah Valley Regional Commission (NSVRC) Rural Transportation Work Program at no cost to either locality. The Plan provides a comprehensive overview of the existing transportation network and outlines recommendations for bicycle and pedestrian enhancements in each locality to better serve transportation, recreation and economic development objectives. This Plan will serve to inform future planning efforts by Berryville and Clarke County, including the *Parks & Recreation Plan* element of the Clarke County Comprehensive Plan update (2013) and tourism and marketing initiatives.

Finally, this Plan also provides an overview of outdoor recreational opportunities in Berryville and Clarke County and an analysis of the interconnectivity among on-street bicycle accommodations, pedestrian facilities, trails, parks, and other points of interest or tourist destinations.

The Planning Process

The planning process consisted of a series of facilitated project steering committee meetings held October 2013 to March 2014; the development and analysis of bicycle and pedestrian related data, trends and projections; development and implementation of stakeholder outreach through a public input session and public outreach website; and a capital improvements project priorities list of bicycle and pedestrian enhancements. Berryville and Clarke County identified the following items to be prioritized when developing this Plan:

- Emphasis on economic development and bicycle tourism;
- Using the 2004 Walking and Wheeling Plan as a basis for the current planning efforts;
- Generating a site-specific improvement program, rather than a policy plan;

- Planning/coordination with US Bicycle Route 11 development including support of routing through the Town of Berryville (see USBR 11 Draft Route Map in Appendix B);
- Link existing route network with City of Winchester (Green Circle Trail) and with the Washington & Old Dominion (W&OD) Trail across the mountain in Purcellville to create regional bicycle tourism opportunities;
- Connectivity to local area attractions (see Map 2, page 13);
- Emphasis on improvements to roadway segments to link existing bicycle network;
- Intensive treatments within town's such as shared lane markings or bike lanes where feasible;
- Identify bicycle rally/ride event management best practices;
- Identify future funding opportunities; tie project priorities to VDOT Six-Year Improvement Plan projects; and
- Link with Safe Routes to School initiatives (Berryville).

In preparation for analyzing current bicycle and pedestrian facilities applicable planning documents that were developed state-wide, regionally and locally were explored and provide the framework for future planning and prioritization efforts in Berryville and Clarke County. Documents reviewed provide policy implications for bicycle and pedestrian planning, and long-, mid-, and short-term priorities as previously identified. The following plans were reviewed and are summarized in Appendix A:

- Virginia Department of Transportation (VDOT) State Bicycle Policy Plan (2011);
- VDOT Policy for Integrating Bicycle and Pedestrian Accommodations (2004);
- VDOT Community Trail Development Guide (2012);
- VDOT Route 340 Context Sensitive Solutions (CSS) Study (2012);
- Walking & Wheeling the Northern Shenandoah Valley (2004);
- Northern Shenandoah Valley Rural Long Range Transportation Plan (RLRTP, 2011);
- Town of Berryville Comprehensive Plan ;
- Berryville Area Plan;
- Clarke County Comprehensive Plan (2013); and
- US Bicycle Route Corridor Plan (2012).

The final outcome of this planning process is the delivery of a physical document which outlines the methodology of the study, summarizes data analysis and presents policy and implementation recommendations.

Economic Benefits of Bicyclists & Pedestrians

A. Bicycling

The Town of Berryville and Clarke County are an existing regional magnet for recreational cycling, with riders from Virginia, Maryland, West Virginia and Washington DC utilizing the existing network of routes. Gentle topography, relatively low traffic volume, miles of designated VA Scenic Byways, attractive scenery, historic villages and a variety of historic/destination sites make these communities attractive to a variety of bicycling enthusiasts. Driving this economic development and tourism opportunity are local and regional cycling guidebooks that showcase routes in Berryville and Clarke County, and the annual Back Roads Century, billed as one of the premier cycling events in the mid-Atlantic region. This event attracts more than 2,000 visitors, many of whom book local accommodations and later return to explore the area on their own..

As bicycling continues to grow in popularity for health, fitness, recreational and tourism reasons, Berryville and Clarke County are poised to continue to attract existing and new riders. Careful planning will ensure that the community captures the dollars generated by this activity.

Like other tourists who visit the area, pedestrians and bicyclists represent additional (and new) potential customers who can bring revenue into the Berryville and Clarke County community by patronizing local businesses that meet their needs and contribute to their overall desired experience. And when a particular bicycling destination is so appealing to bicyclists that they will come from some distance away to enjoy it, the dollars they bring with them can be significant.

Key characteristics of bicycle tourists that make them an important demographic for expanding tourism and economic development opportunities in Berryville and Clarke County are (per a U.S. Cultural & Heritage Tourism Marketing Council 2009 survey):

- Generally have a higher income than their motorist counterparts;
- Travel in small to medium sized groups;
- Are interested in learning about communities they travel through and what makes it unique, and in participating in what they have to offer (dining, museums, shops);
- Spend money; many bicyclists who tour independently carry a minimum of equipment and pay for lodging in facilities ranging from bed and breakfasts to camping to hotels and eat meals in restaurants as they go;



Source: Google Images, 2014

- Are low-impact visitors; bicyclists generally do not: contribute to traffic on local streets, occupy limited parking spaces, add significant wear and tear on infrastructure, or bring the noise and air pollution associated with motor vehicles; and
- Bicyclists provide an incentive for preserving a community's unique character, historic heritage and natural features. Because of their interest in exploring and learning about the places they visit, they are likely to spend more money in communities that have preserved and interpreted elements of their past and their natural setting.

In a survey of heritage travelers, of which bicycle tourists are widely considered a large sub-group, conducted for the U.S. Cultural & Heritage Tourism Marketing Council, 65% stated that bicycle tourists seek travel experiences where the "destination, its buildings and surroundings have retained their historic character." Additionally, according to the study, bicycle tourists spend an estimated \$100 per day (average) compared to \$13 per day for automobile visitors.

The Berryville and Clarke County community is well-suited to capture this emerging tourist sector because of their community's rich history, amenities and natural scenery. This Plan will provide recommendations in subsequent sections to make bicycling and walking more convenient for residents and tourists alike. Outlined below are best practices for making communities "bicycle friendly" as identified by the League of American Bicyclists.

Best Practices for "Bicycle Friendly" Communities

Below is a summary of fundamental elements (from www.AmericanTrails.org) for communities to consider in becoming more bicycle friendly and capitalizing on emerging tourism and economic development opportunities for bicycling.

- Shift the perspective: Grasp the needs of traveling bicyclists. Key questions: Can bicyclists find amenities easily? Do they feel safe? What barriers do they encounter?
- Welcome bicyclists: Offer the services and facilities they need. Start with some simple signs: "Welcome to the Community"; "Bicyclists Welcome" at businesses, attractions, parks, etc.
- Give them information: Information about where they are or soon will be and where they can find what they need is critical.
- Help them find the community: Develop signage and gateways to attract riders.
- Provide safe access: Be sure that the roads bicyclists will use to get into the community are bicycle-friendly.

- Bicycle parking: Bicycles need protection from theft and, if possible, weather. Provide convenient and secure bicycle parking facilities (i.e. bike racks)
- Highlight the amenities: Make water and public restrooms easy to find. If public facilities aren't available, work with businesses to have restrooms available. Rest and shelter are important to bicyclists, too; chairs, benches and covered porches or pavilions in parks are great. Compile a list of places where showers are available (e.g., health clubs, the YMCA/YWCA, a welcome or visitor center, nearby state parks).

Becoming more bicycle-friendly will directly benefit all residents of Berryville and Clarke County as much as it does bicycling visitors. By broadening options for transportation, recreation and physical activity, bicycling will contribute to improved health, a cleaner environment and an enhanced quality of life.

B. Walking

Several advantages accrue to places that are walkable: livelier business districts, healthier populations, and stronger real estate markets. Walkable places allow residents to incorporate exercise into their daily routines. Walking to school helps schoolchildren maintain a healthy weight, thus reducing obesity-related illness; and improves their focus in class. Residents and visitors alike (bicyclists included) value a safe and attractive walking environment.

Clarke County has not experienced the types of auto-oriented sprawl development which discourages walking with many secondary roads providing a pleasant walking experience. Berryville, the County's locus of residential and commercial development, is rated as "very walkable" by the popular website Walkscore.com, for essential goods and services within walking distance for many residents. Berryville's compactness, numerous and varied Main Street retail businesses, interconnected street grid and interesting historic streetscapes lend themselves to walking.

To realize Berryville's full potential as a pedestrian-friendly town, attention must be paid to: sidewalks and crosswalks. Many local streets lack sidewalks; and most crosswalks on the primary system (Route 340 and Business Route 7) lack signage and markings which warn motorists to watch for pedestrians. This is addressed in subsequent sections of this Plan.

C. Recreation Walking/Hiking

Berryville and Clarke County offer a number of recreational walking neighborhoods and venues.

Berryville Historic District – Historic downtown Berryville allows for easy pedestrian access to restaurants and businesses and connectivity to historic areas of the Town. A multi-use trail along West Main Street connects Berryville with Chet Hobert Park. A walking tour has been developed by Berryville Main Street and is available at their office on East Main Street.

Chet Hobert Park – Located west of Berryville off Route 7 Business at 225 Al Smith Circle, 102-acre Chet Hobert Park offers a number of amenities including an outdoor swimming pool, lighted outdoor tennis

courts, six ball fields, numerous soccer fields, a Recreation Center, senior center, four picnic shelters, and two playgrounds. Approximately two miles of fitness trail around the perimeter of the Park is used by walkers, runners, and cyclists. The trail features wooded areas, wildlife and rock formations and is accessible to all ages and fitness levels.

Appalachian Trail – Approximately 10 miles of the 2,184-mile Appalachian Trail, one of the longest continuous footpaths in the world, is located in eastern Clarke County. Accessed from Blue Ridge Mountain Road, Bears Den Trail Center is a hiker facility which includes a hostel and campground. In addition to providing overnight lodging and facilities for A.T. hikers, Bears Den also offers nature trails, picnic areas, and welcomes hikers and nearby residents with educational programs, live music and other events. Built in 1933, the lodge features native stone and was originally home to a Washington, D.C. physician and his wife. The property is included in the recently designated Bears Den Rural Historic District in Virginia which has been nominated for inclusion in the National Register of Historic Places.

Shenandoah University River Campus at Cool Spring Battlefield – Offering over five miles of paved trails for walking, running and biking, the SU River Campus is open to the public and offers a variety of spectacular views of the Shenandoah River and the surrounding farmland of Clarke County.

Blandy Experimental Farm | State Arboretum of Virginia – Located on Route 50, Blandy Experimental Farm | State Arboretum of Virginia offers beautiful natural setting with a number of amenities including four trails ranging from three-quarters of a mile to two miles on its 700 acre site. Paved and gravel paths allow visitors to stroll the grounds and walk through the chestnut grove and community garden and viewing Lake Arnold. A bridle trail is also featured on the premises.



Documentation of Existing Conditions

As part of the inventory of the existing bicycle and pedestrian network in Berryville and Clarke County, a comprehensive assessment of the bicycle and pedestrian networks was conducted.

A. Bicycle Network

This assessment investigated the locations of existing routes, and sought to identify historic, cultural, and amenities resources along those routes. The following series of maps illustrates these findings, showing bicycle connections between features such as the Appalachian Trail, Civil War battlefields, public/cultural destinations, and the Shenandoah River. Proximity and linkages to these sites are vital to creating a tourist destination and complementary economic development opportunities for the Town and County.

The following sources were used to identify existing bicycle routes/networks:

- Walking & Wheeling the Shenandoah Valley Plan (2004);
- Virginia Outdoors Plan (2013);
- Virginia Bicycling Guide;
- Winchester Wheelmen Bicycle Club;
- Potomac Pedalers Touring Club; and
- Panhandle Pedalers Cycling Club

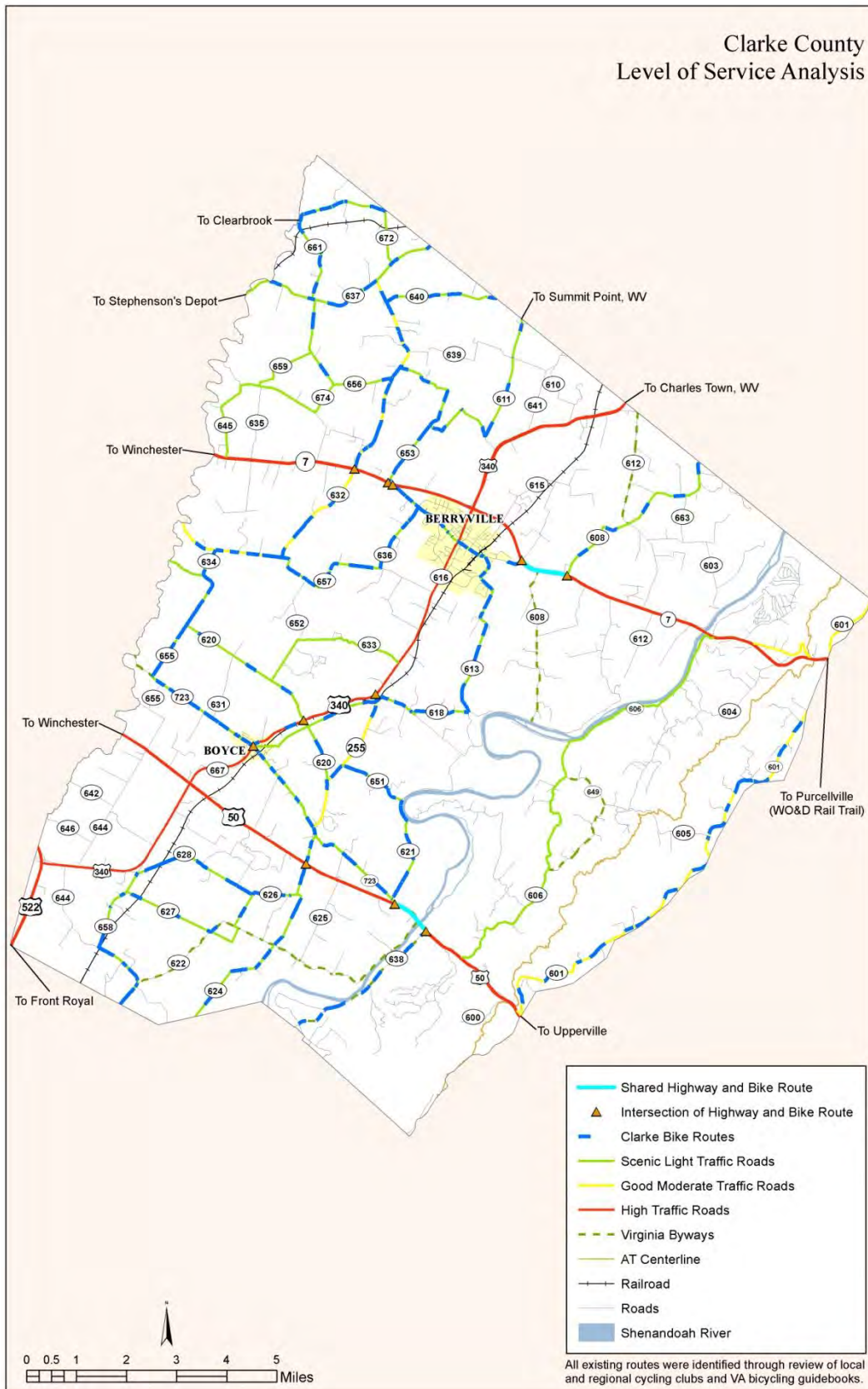
Also included is a Level of Service (LOS) analysis updated from the Walking & Wheeling the Shenandoah Valley Plan. See maps 1 (page 13) and 2 (page 14) for analysis. Full route maps for all available rides are included in the Appendix B section of this Plan.

As discussed in earlier sections, the steering committee identified the Town of Berryville and Clarke County as a regional magnet for bicycle tourism.

Challenges to bicycling to Berryville and Clarke County include the following:

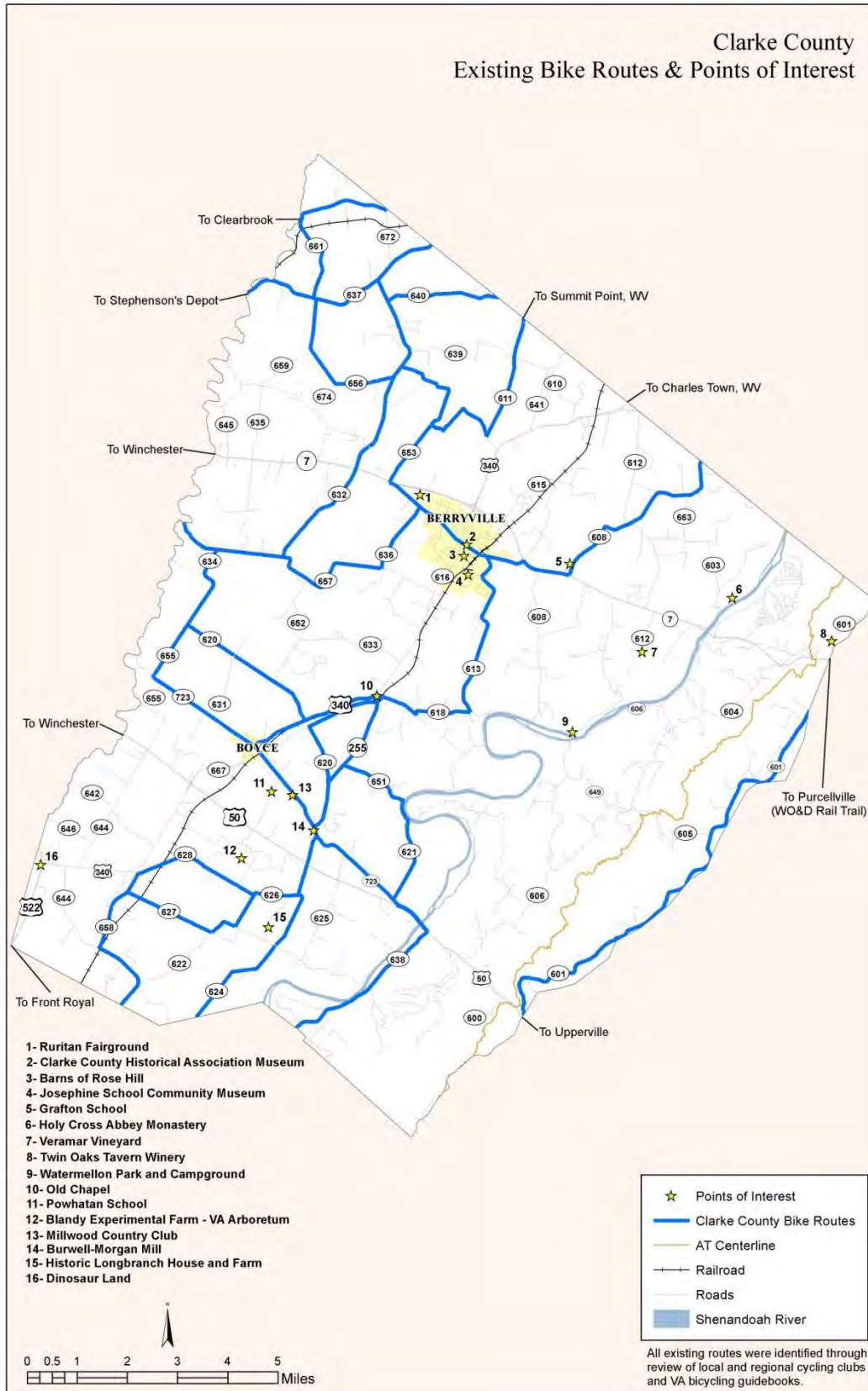
- Continuity of low-volume routes broken by primary system segments without shoulders;
- Lack of bike parking in downtown Berryville and major destinations/points of interest;
- Primary system in Berryville could be more welcoming of bicyclists;
- Motor vehicle and bicyclist conflicts; concerns for safety of all road users;
- Need for increased coordination among local Town/County departments and club/bicycle event promoters for event planning and management;
- Lack of a cohesive strategy for monetizing bike tourism;
- No safe route/link to Washington & Old Dominion (W & OD) Trail (Purcellville, VA);
- Lack of long-distance linear corridors (railroad abandonments, greenways, floodplains) suitable for the development of multi-use trails; and
- Need for more multi-use trails (or shared-use paths) in local urban areas (Berryville).

Map 1



Map 2

Clarke County Existing Bike Routes & Points of Interest



B. Pedestrian Network

Additionally, an assessment of the pedestrian network, primarily in the Town of Berryville, is summarized below and in Map 3 (page 15). Pedestrian accommodations are vital to small, compact communities, especially to encourage use of the downtown business district and provide safe access to community amenities (schools, libraries, parks).

Zoning Ordinance Requirements for Sidewalks; Subdivision Requirements for Sidewalks/Trails

Zoning and subdivision requirements are critical to ensuring that new development is well connected within the existing pedestrian network and meets the minimum standards for facility design and construction. Below is a summary of the applicable Town of Berryville requirements for the pedestrian realm.

Sidewalks, paths, and/or walkways shall be provided to enable the public to walk safely and conveniently from one building to another on the site, to and from adjacent sites, and to and from sidewalks in the public right-of-way. The construction material to be used must meet the approval of the Administrative Body or the Agent. Sidewalks must be a minimum of four (4) feet wide.

In residential subdivisions, sidewalks shall be required on both sides of all public streets within the subdivision and along the side of each public street, except Virginia Route 7 Bypass, which borders the subdivision. According to code,

- *Sidewalks shall be constructed, at no cost to the Town, as required by the Berryville Zoning Ordinance. All sidewalks shall be constructed in accordance with Virginia Department of Transportation standards.*
- *The subdivider shall provide all improvements necessary to sidewalks in the subdivision in conformity with Section 15.2-381 of the Code of Virginia, as amended, requiring curb ramps for the handicapped.*
- *The subdivider shall construct trails or walkways in accordance with the general location shown on the adopted Berryville Area Plan, together with such other connecting trails or walkways within the limits of the subdivision plan.*

The Town of Berryville cited the following as contributing factors to the overall efficiency of the pedestrian network in and around the Town:

- Relative connectivity of sidewalks to and from the downtown business district and park;
- A detailed School Travel Plan to encourage walking and biking to school (Johnson-Williams Middle School); and
- Connectivity requirements of existing (and future) subdivisions to include pedestrian accommodations.

Impediments to efficient pedestrian accommodations in the Berryville area include:

- Need for sidewalks to meet Americans with Disabilities Act (ADA) standards (i.e. minimum of 36" width) for mobility for all persons regardless of abilities;
- Lack of sidewalks in older neighborhoods (at least on one side of the street); and
- Need for a comprehensive inventory of existing sidewalk conditions.

Millwood Village

At the crossroads of two Virginia Scenic Byways and as the focus of a rural historic district, the village of Millwood epitomizes the charm and character that draw residents and visitors to Clarke County. The village experiences very high volumes of bicyclist and general tourist traffic. The grounds of the historic Burwell-Morgan Mill serves as a rest stop serving hundreds of bicyclists during the annual Back Roads Century ride, and also hosts weddings, plays, concerts and picnics. Directly across the street, Locke Store is a popular destination. Millwood is also a long-standing residential community.

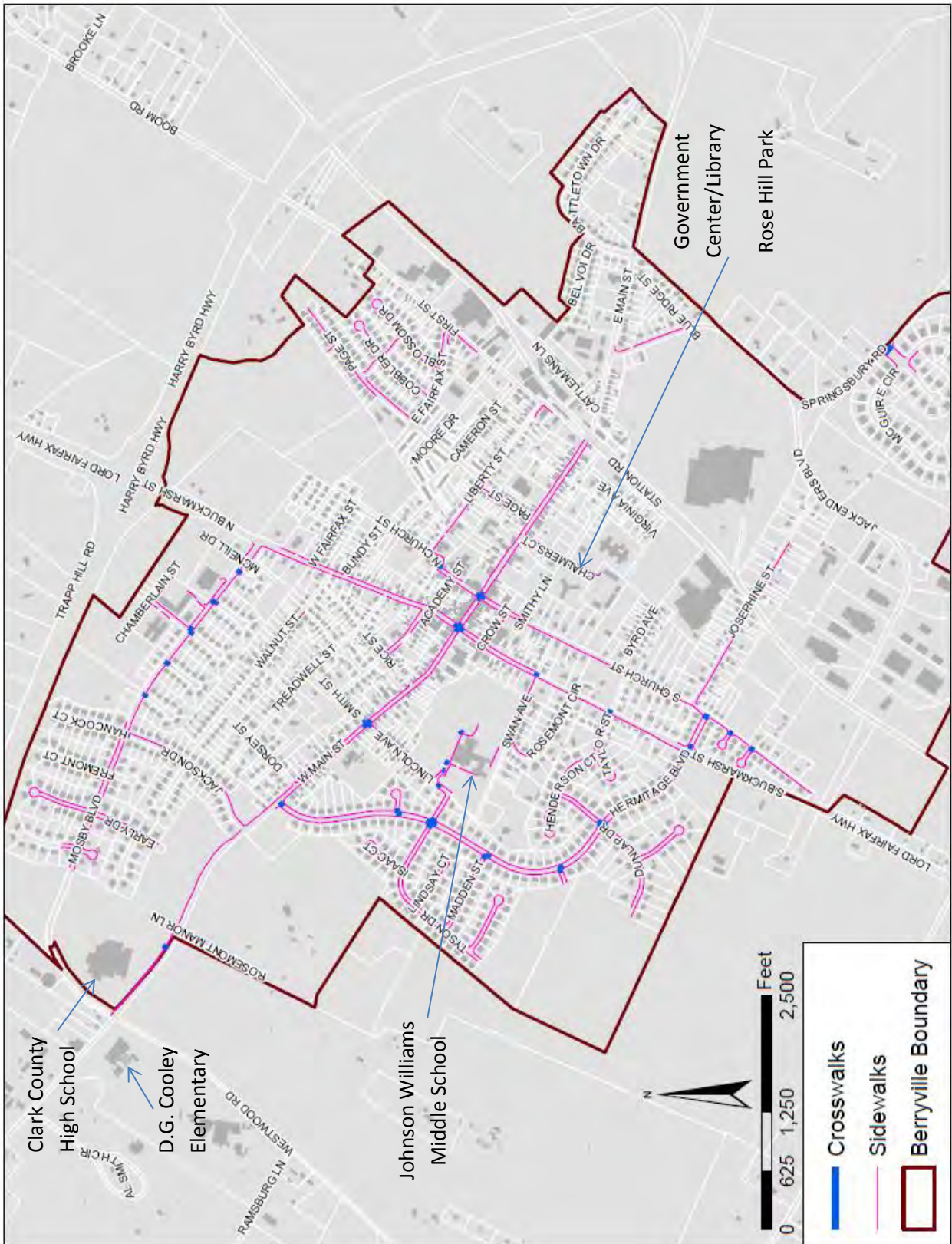
Roadway widths (10' travel lanes) and alignment, closely spaced intersections, a modest amount of roadside parking and traffic congestion and a sense of place all serve to calm traffic in the village. Pedestrians, however, must share the road with motor vehicles as sidewalks are absent. Crosswalks are delineated across Millwood Road (Route 255/723) between the Mill and Locke Store, and across two of the three legs of the Bishop Meade Road/Millwood Road intersection; the latter are in need of maintenance.

Millwood area residents through the Millwood Community Association (MCA) have a record of advocating for pedestrian improvements. The MCA has coordinated with local law enforcement, local government and VDOT to slow motor vehicle traffic, improve the pedestrian environment and enforce traffic and parking regulations.



Burwell-Morgan Mill. Source: NSVRC, 2013

Map 3



Prioritization for Implementation

A. Bicycle Accommodations

The lists of roadways for bicycle accommodation were developed based on geographic information systems (GIS) analysis of roadway data, review of the 2004 Walking & Wheeling priorities, and VDOT, local staff and citizen input. Accessibility and connectivity between activity centers and tourism/outdoor recreation opportunities were also considered in developing these priorities for facility enhancement. As previously referenced, the 2004 VDOT Policy for Integrating Bicycle and Pedestrian Accommodations improved the ability of a county to use its secondary roads allocation to plan, design, and construct bicycle facilities. It should be noted that all VDOT maintained roads in the respective localities, in addition to the recommended corridors, are covered under the framework of the VDOT Policy for Integrating Bicycle and Pedestrian Accommodations. Maps and a table showing recommended corridors for bicycle enhanced accommodation are included in the following pages.

Specific bicycle accommodations are not included for corridors listed on the tables. For the purposes of this Plan, all types of bicycle accommodations are considered as possible means to improve bicycling conditions in the localities. Any treatment designed to better accommodate bicyclists should be applied based on location-specific analyses of roadway characteristics, geometric and operational design parameters, and other considerations.

All facility improvements should be consistent with VDOT design standards and policies and Manual of Uniform Traffic Control Devices (MUTCD) Chapter 9: *Traffic Control for Bicycle Facilities*. Where feasible, roadway improvements should be made in conjunction with VDOT's existing project and paving schedule and the minimum paved shoulder width should be used depending on roadway functional classification. All costs discussed are estimates and subject to further revision. Additionally, coordination among staff should be undertaken where projects link with adjacent localities (City of Winchester, Frederick, Loudoun & Warren Counties).

In general the following treatments are recommended by roadway type in Berryville and Clarke County. Details of the best practices listed above for bicycle facility design are included in subsequent parts of this section

Local/Urban

- Narrow travel lanes to reduce speed of motor vehicles (Berryville & Millwood);
- Intersection crossing markings; and
- Share the Road, Wayfinding signs; and
- Multi-Use Trails

Rural

- Where feasible add paved shoulders (Recommended minimum width 4 feet);
- Share the Road signs; and
- Wayfinding signs

The overall goal of these recommended treatments is to make the existing bicycle network safer and more efficient for existing users (motorist, bicyclist and businesses).

Table 1 (page 17) and Map 4 (page 18) depicts road segment priorities as identified by the project steering committee. These priorities represent vital bicycling links between existing routes identified in the previous section (and Appendix), and should be placed along shared facilities.

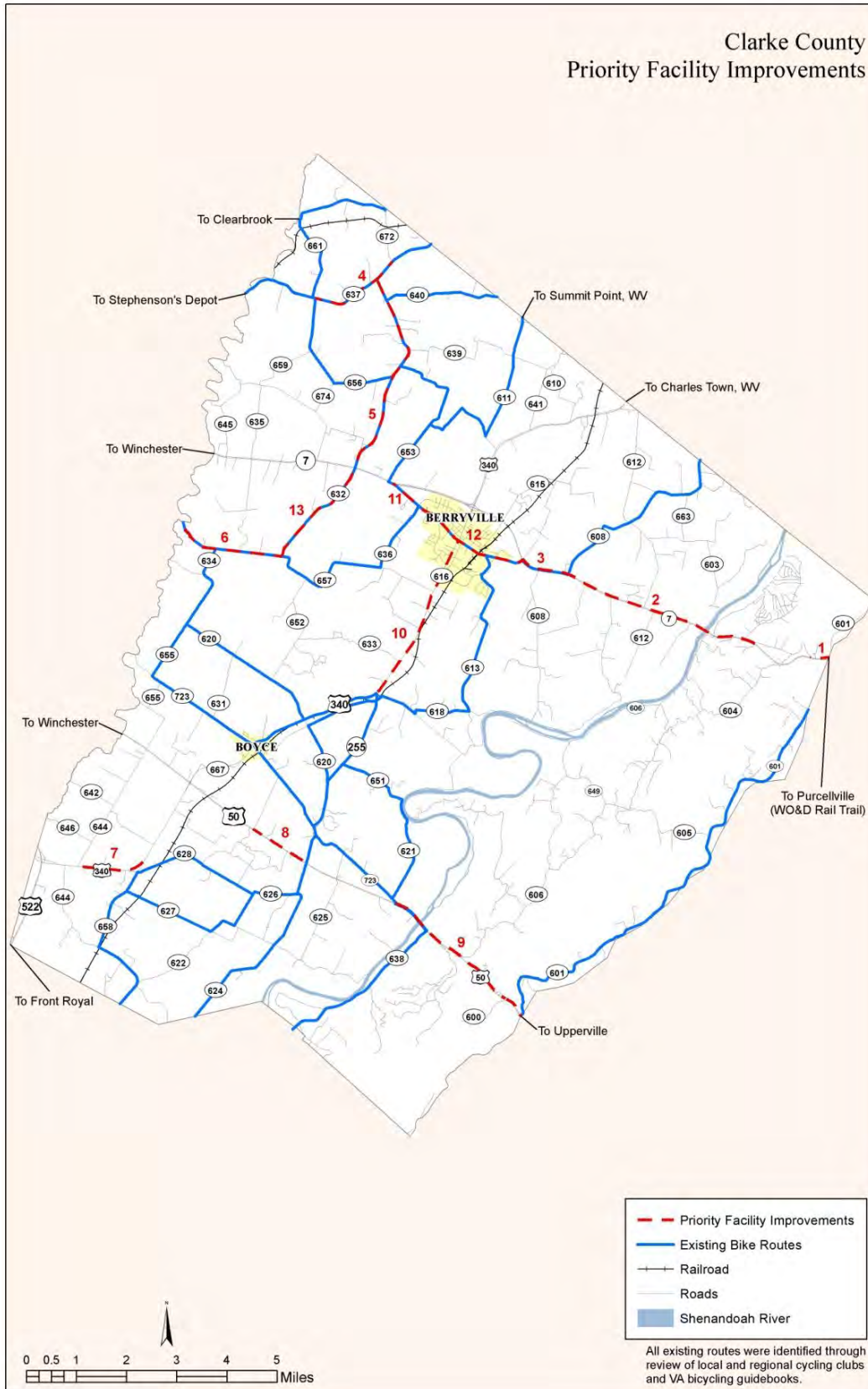
Table 1: Proposed Bicycle Accommodations

Map ID	Road Name	Description	Segment Length (Miles)	Short-Term Recommendations	Long-Term Recommendations	Short-Term Recommendations Cost Estimates	Long-Term Recommendations Cost Estimates
1	HARRY BYRD HWY (7)	Between Pine Grove Rd. (679) and Loudoun County Line	0.27	Share the Road Signage	2-4 # Paved Shoulders	\$200 per sign (including the cost of installation)	\$75,600
2	HARRY BYRD HWY (7)	Between Wickliffe Road (608) and Pine Grove Road (679)	4.02	Share the Road Signage	2-4 # Paved Shoulders	\$200 per sign (including the cost of installation)	\$1,125,600
3	HARRY BYRD HWY (7)	Between Berryville Town Boundary and Wickliffe Road (608)	0.98	Share the Road Signage	2-4 # Paved Shoulders	\$200 per sign (including the cost of installation)	\$274,400
4	OLD CHARLES TOWN RD	Between Wadesville Road (661) and Swinney Road (672)	1.88	Share the Road Signage	2-4 # Paved Shoulders	\$200 per sign (including the cost of installation)	\$526,400
5	CRUMS CHURCH RD (632)	Between Old Charles Town Pike (657) and Harry Byrd Hwy (7)	6.56	Share the Road Signage	2-4 # Paved Shoulders	\$200 per sign (including the cost of installation)	\$1,836,800
6	SENSENY RD	Frederick County Line to Crums Church Road (632)	2.26	Share the Road Signage	2-4 # Paved Shoulders	\$200 per sign (including the cost of installation)	\$632,800
7	LORD FAIRFAX HWY	Between Featherbed Road (644) and White Post	1.38	Share the Road Signage	2-4 # Paved Shoulders	\$200 per sign (including the cost of installation)	\$386,400
8	JOHN MOSBY HWY (50)	Between Blandy Farm Lane (750) and Bishop Meade Rd (255)	1.26	Share the Road Signage	2-4 # Paved Shoulders	\$200 per sign (including the cost of installation)	\$352,800
9	JOHN MOSBY HWY (50)	Between Tilhammer Mill Road (621) and Loudoun County Line	3.40	Share the Road Signage	2-4 # Paved Shoulders	\$200 per sign (including the cost of installation)	\$952,000
10	LORD FAIRFAX HWY	Between Bishop Meade Rd (255) and Main Street (Business Route 7)	3.49	Share the Road Signage	2-4 # Paved Shoulders	\$200 per sign (including the cost of installation)	\$877,200
11	W MAIN ST	Between Route 7 and Berryville Town Boundary	3.14	Share the Road Signage	2-4 # Paved Shoulders	\$200 per sign (including the cost of installation)	\$679,200
12	MAIN ST	Main Street through Berryville (Business Route 7)	3.14	Share the Road Signage; Shared Lane Markers (Sharrows); Intersection Crossing Markings	Protected Bike Lanes	\$200 per sign (including the cost of installation) plus \$20,000 for Intersection Crossing Markings plus the cost of Lane Markers (Sharrows)	\$200 per sign (including the cost of installation) plus \$20,000 for Intersection Crossing Markings plus the cost of Lane Markers
13	TRIPLE J RD (632)	Between Harry Byrd Hwy (7) and Senseny Rd (657)	2.34	Share the Road Signage	2-4 # Paved Shoulders	\$200 per sign (including the cost of installation)	\$655,200
Total			31.78				\$8,694,400

Source: NSVRC, Geographic Information Systems (GIS), 2014. Notes: These cost estimates should be regarded as planning level and preliminary in nature. Variations from actual project costs will may result from additional factors such as design exceptions, value engineering, utility relocation, and environmental impacts. As projects move forward in the project development process, emerging details will support the refinement of these costs. All recommendations are subject to approval by the Berryville Town Council and Clarke County Board of Supervisors and should be consistent with Virginia Department of Transportation (VDOT) design standards and policies. For Long-Term Recommendations Cost Estimates, costs are based on the construction of a 2ft paved shoulder. To get the cost of an 4ft paved shoulder multiply the cost provided by 2.

Map 4

Clarke County Priority Facility Improvements



Best Practices for Bicycle Facility Design

Bicycle facilities should be designed to maximize consistency for bicyclists and minimize conflicts with other roadway users (cars & trucks). Whenever possible, bicycle facilities should be constructed that connect bicyclists to destinations or connect the larger bicycle or pedestrian network. Isolated, short bicycle facilities that begin and end abruptly without connecting to a destination should be avoided unless they are part of a planned, phased approach to bikeway development (e.g., as development occurs on a designated corridor). Below is a summary of best practices in facility design and less-intensive treatment options that may be appropriate for implementation in Berryville and Clarke County. These best practices are also consistent with VDOT's Policy for Integrating Bicycle and Pedestrian Accommodations (summarized above).

Shared Lane Markings (“Sharrows”)

Sharrows are white pavement markings consisting of a bicycle icon below a chevron pointing in the direction of travel. Placed in the center of the travel lane on low-speed streets without bike lanes or having insufficient width for lane sharing, they indicate to bicyclists the proper lateral roadway position, while reminding motorists that it is lawful and appropriate for bicyclists to “take the lane” to avoid the parking lane “door zone,” to increase bicyclist conspicuity, and to deter unsafe motorist overtaking.

Narrow Travel Lanes

Restriping to reduce travel lane widths can help free pavement width to accommodate bicycle facilities without widening the roadway or acquiring additional right-of-way. On freight, heavy traffic volume, and emergency response routes, inside travel lanes may be narrowed, but 12’ outside lanes should be maintained, where possible, to prevent larger vehicles from encroaching upon bicycle facilities.

Narrow or Remove Center Turn Lane

On roadways with low left-turn volumes or excess turn lane capacity, the center turn lane may be narrowed or removed and the roadway restriped to accommodate bicycle facilities. Intersection geometry and potential safety implications (e.g., increases in rear end crashes) should be considered when assessing potential turn lane changes.

Paved Shoulders

In areas where other roadway modifications are not feasible and adequate right-of-way is available, additional pavement width may be constructed to accommodate bicycle facilities (as compatible with VDOT design standards). Additional pavement width for bicycle facilities should not detract from adjacent sidewalk width or pedestrian. Shoulder pavement width can vary from 2 feet to 10 feet depending on roadway type.



Source: FHWA, 2014

Protected Bike Lanes

A protected bike lane (or “cycle track”) is an exclusive bike facility that has elements of a separated path and on-road bike lane. A protected bike lane, while still within the roadway, is physically separated from motor traffic and is distinct from the sidewalk.

Other Treatments

Treatments are less intensive facility design options for bicyclists. The treatments identified below would be considered the most appropriate for modifications within the Town of Berryville and/or shared facilities at major intersections throughout the Town and County.

Intersection Crossing Markings: Intersection crossing markings are pavement markings through intersections that delineate the path that bicyclists should take through an intersection or across a driveway or ramp. Different marking strategies, including colored bike lanes or chevrons are used throughout the country. Crossing markings are not currently addressed under VDOT facility standards.

- Establish expected bicycle travel paths and increase the visibility of cyclists
- Define and raise awareness of potential conflict zones
- Increase bicyclist level of comfort by delineating route through Intersections

Wayfinding/Share the Road Signs: Wayfinding signs are typically placed at key locations leading to and along bicycle routes, including where multiple routes intersect and at key bicyclist “decision points.” Wayfinding signs displaying destinations, distances and “riding time” can dispel common misperceptions about time and distance while increasing users’ comfort and accessibility to key destinations. ‘Bike Route’ signage is currently allowed under VDOT facility standards; more detailed bikeway signage is included in the 2009 MUTCD. All signage on state-maintained roads should be reviewed by VDOT prior to installation.

- A cost-effective yet highly-visible treatment that can improve the riding environment

Best Practices for Bicycle Events

Bicycling events are becoming larger and more frequent in the Berryville and Clarke County communities. Recently, the localities have experienced conflict between event participants and the local non-bicycling community over crowds, safety and sharing the roadways. Although these events can provide a large economic boost for the community, they can also be viewed as a nuisance by local residents. As part of the Berryville/Clarke County Bicycle and Pedestrian Plan, the management team sought to identify best practices in planning, hosting and managing large cycling events. These best practices are summarized in Appendix C.



B. Pedestrian Accommodations

The lists of proposed pedestrian accommodations were developed based on geographic information systems (GIS) analysis of aerial data, review of the 2004 *Walking & Wheeling the Shenandoah Valley* priorities, *SRTS Comprehensive School Travel Plan* and VDOT, local staff and citizen input. Accessibility and connectivity between activity centers (schools) and tourism/outdoor recreation opportunities were also considered in developing these priorities for pedestrian facility enhancement. Since the majority of these facilities are confined to the Town of Berryville, recommendations are tailored to the more urban environment.

Site specific recommendations (from *SRTS Comprehensive School Travel Plan*) include:

- A. Replace/repair sidewalk along Swan Ave (along the property line of Johnson Williams Middle School);
- B. Install radar speed displays that flash when vehicles are exceeding the speed limit on South Buckmarsh Street; and
- C. Maintain/enhance crosswalks at intersections of Crow Street/South Buckmarsh Street and West Main Street/South Buckmarsh Street.

See Table 2 (page 22) and Map 5 (page 23) for the complete list of site specific recommendations for pedestrian improvements.

Other non-site specific recommendations include:

- Include pedestrian accommodations and links to the broader network with all new development;
- Develop a sidewalk retrofit/maintenance program;
- Identify crosswalks on primary system in need of improvement (signs, pavement markings, signals);
- Adopt pedestrian-friendly street design standards for new development; require connectivity in new developments to downtown and public institutions; and
- Adopt a complete streets ordinance/resolution to ensure that pedestrian needs are considered in the design of VDOT projects and meet ADA accessibility requirements.¹

Complete Streets are designed and operated to enable safe access for all users. Pedestrians, bicyclists, motorists, and bus riders of all ages and abilities are able to safely move along and across a complete street.



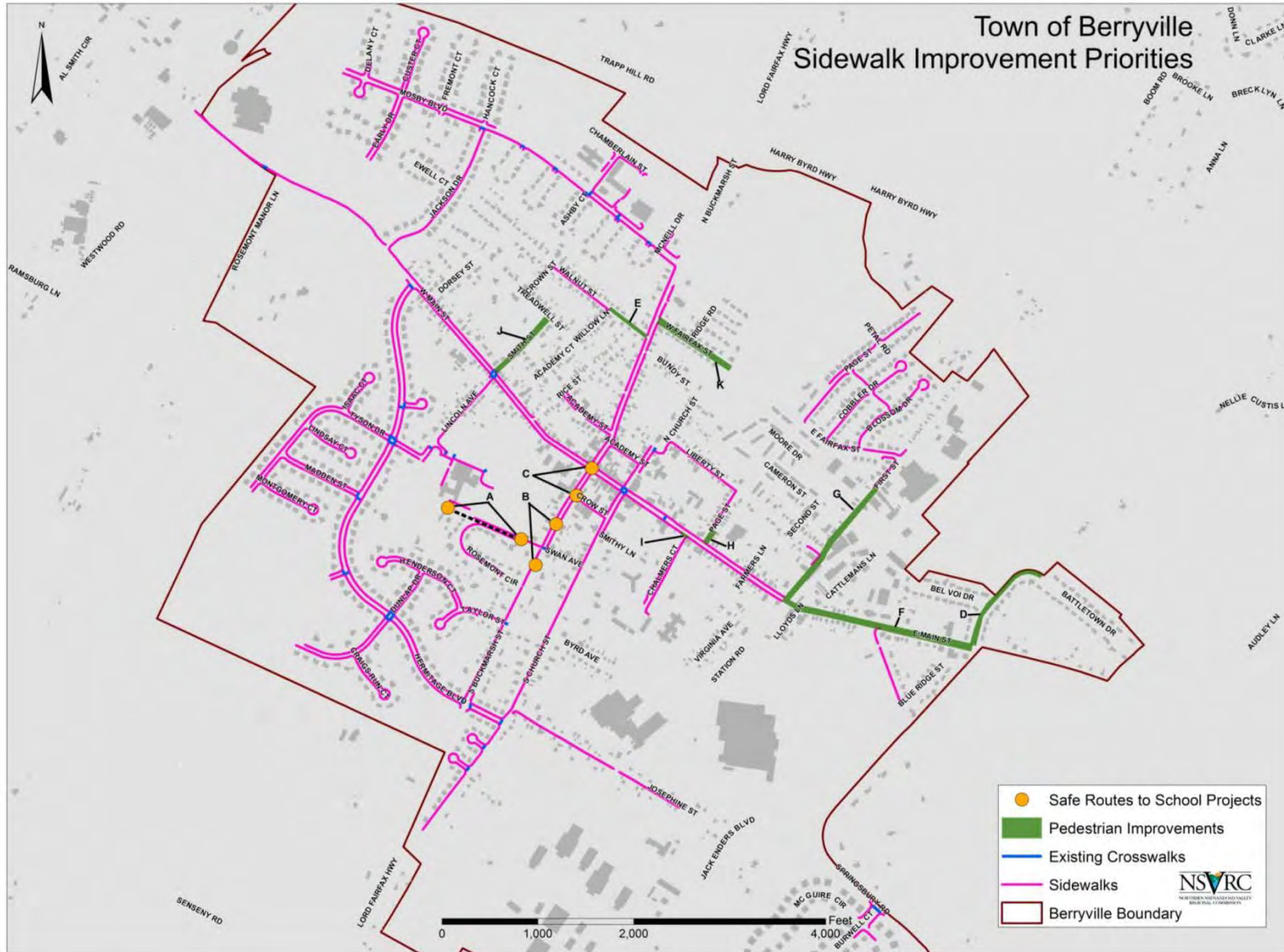
Source: National Complete Streets Coalition, 2014

¹ The Virginia Department of Rail and Public Transportation (DRPT) have published "Multimodal System Design Guidelines," appended in 2014, to the VDOT Design Manual, as a statewide Complete Streets policy.

Table 2: Proposed Pedestrian Accommodations

Map ID	Road Name	Description	Segment Length (Feet)	Short-Term Recommendations	Safe Routes to School Project? (Y or N)	Short-Term Recommendations Cost Estimates
A	Swan Ave	Along property line of Johnson-Williams Middle School	840	Replace sidewalk (base & stormwater facilities)	Y	\$44,800
B	South Buckmarsh Street	Between Crow Street and Rosemont Circle	0	Install lit speed signs	Y	\$50,000
C	South Buckmarsh Street	AT Crow Street and West Main Street	0	Maintain crosswalks at intersection	Y	\$20,000
D	Battletown Drive	Between East Main Street and property line of Friar property	1,150	Extend sidewalk to connect to larger network	N	\$61,040
E	Walnut Street	Between Willow Lane and North Buckmarsh Street	500	Extend sidewalk to connect to larger network	N	\$26,600
F	East Main Street	Between First Street and Town Boundary	2,050	Extend sidewalk and/or create a shared-use path	N	\$108,640
G	First Street	Between East Main Street and East Fairfax Street	1,475	Extend sidewalk to connect to larger network	N	\$78,400
H	Page Street	To East Main Street	165	Complete sidewalk along Page Street to East Main Street	N	\$8,750
I	Chalmers Court	Intersection of Chalmers Court and East Main Street	80	New crosswalk	N	\$20,000
J	Smith Street	Between West Main Street and Treadwell Street	770	Extend sidewalk to connect to larger network	N	\$40,880
K	Fairfax Street	From North Buckmarsh Street to end of street	900	Extend sidewalk to connect to larger network	N	\$47,740
Total			7,930			\$506,850

Source: NSVRC, Geographic Information Systems (GIS), 2014. Notes: These cost estimates should be regarded as planning level and preliminary in nature. Variations from actual project costs will may result from additional factors such as design exceptions, value engineering, utility relocation, and environmental impacts. As projects move forward in the project development process, emerging details will support the refinement of these costs. All recommendations are subject to approval by the Berryville Town Council and Clarke County Board of Supervisors and should be consistent with Virginia Department of Transportation (VDOT) design standards and policies.



Map 5

Funding & Implementation Resources

Below is a summary of potential funding resources that could be used to implement strategies identified above. Typically the grant funding cycle is February through June of each year.

Transportation Alternatives Program (TAP)

The Transportation Alternatives Program (TAP) was authorized in the most recent federal transportation bill Moving Ahead for Progress in the 21st Century, also known as MAP-21 (July 1, 2012). The Transportation Alternatives Program redefines the former Transportation Enhancement (TE) Program and consolidates these eligibilities with the Safe Routes to School and Recreational Trails programs. Fiscal Year allocations vary year-to-year. Qualifying activities under TAP include:

- Construction of on-road and off-road trail facilities for pedestrians, bicycles and other non-motorized transportation users
- Construction of infrastructure related projects and systems that will provide safe routes for non-drivers to access daily needs
- Conversion and use of abandoned railroad corridors for pedestrians, bicycles and other non-motorized transportation users

Sunrise Project Grants

Grants up to \$5,000 will be offered for activities that promote and enhance bicycle accommodations in Virginia localities. Grant funded activities can include but are not limited to:

- Installation of biking related equipment such as racks or crosswalks.
- Educational/encouragement programs to get people active.
- Starting a foundation or non-profit organization to improve biking in your area.
- Conducting a “Share the Road” campaign in your community.
- Seed funding to support a new Open Streets, or Sunday Streets event.
- Develop a website, web content or social media campaign.
- Grow an existing program.



Virginia Recreational Trails Program (RTP)

The Recreational Trails Program (RTP) is a matching reimbursement grant program that provides for the creation and maintenance of trails and trail facilities. The program is funded through the Federal Highway Administration (FHWA) and administered by the Virginia Department of Conservation and Recreation (DCR).

Bikes Belong Foundation

This organization is funded by the bicycle industry, whose mission is, “Putting more people on bikes more often.” “Bikes Belong” awards grants of up to \$10,000 each to projects that seek federal funding for bicycle



facilities. Because each State differs in what it allows to qualify for local match of a project, one must check with the state TEA Transportation Enhancements (TE) coordinator before applying. Bikes Belong grants have been used for concept plans, cartography, design, outreach, and preliminary engineering, as well as contributions to the local match.

Virginia: Safe Routes to School Mini-Grants

Bike-Walk Virginia is making available \$1,500 for Walk to School programs. Any school, school district, public agency, or non-profit is eligible to apply. These grants are intended to supplement primary funding from your local community for new or existing Safe Routes to School programs. The funds may be used for local programs as a part of International Walk to School Day. Applicants can request any amount up to \$1,500.

Kodak American Greenways Grant

The Kodak American Greenways Awards Program, a partnership project of the Eastman Kodak Company, The Conservation Fund, and the National Geographic Society, provides small grants to stimulate the planning and design of greenways in communities throughout America.

Due to limitations of grant and private funding, where applicable, projects should be included in local capital budgeting and regional priorities including those provided to the Commonwealth's Transportation Board Six-Year Improvement Plan (SYIP) and VDOT maintenance programming. Revenue-sharing is also a viable option as investment in bicycle and pedestrian facilities will have a positive impact on economic development and tourism related revenue.

Next Steps

Based on the preceding sections, the following recommendations should be considered next steps for both the Town and County leadership and staff in planning and implementing strategies for improving bicycle and pedestrian accommodations. This includes:

- Incorporation of the preceding bicycle and pedestrian accommodations into updates to local comprehensive and transportation plans;
- Working with NSVRC and VDOT staff to incorporate bicycle and pedestrian accommodation projects identified in Tables 1 and 2 into the Virginia's Six-Year Improvement Plan and VDOT maintenance program.
- Directing local and NSVRC staff to pursue funding opportunities for additional planning, design/engineering and construction of facilities improvements identified in Tables 1 and 2;
- Coordination with local economic development entities and regional tourism pages (i.e. Bike the Valley) to promote bicycle tourism opportunities; and
- Continued coordination among local Town/County departments and club/bicycle event promoters for event planning and management; A summary of bicycle safety tips is provided in Appendix D.
- Participation in regional planning efforts for US Bike Route 11 and Shenandoah Valley Bicycle Plan.

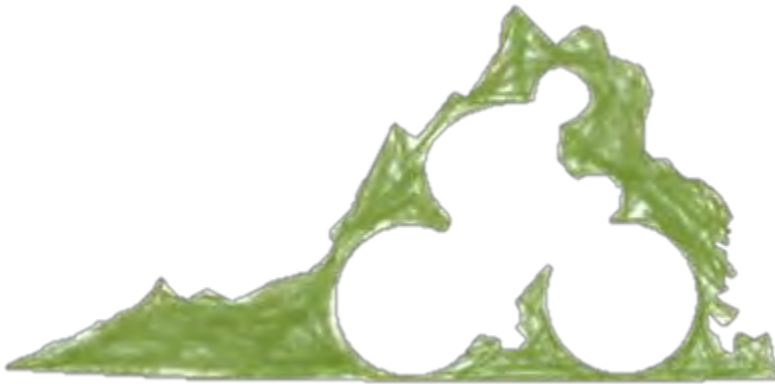


Source: www.bikethevalley.org, 2014

Conclusion

The Town of Berryville and Clarke County consider bicycling and pedestrian amenities to be a key component of sustainable community and economic growth while connecting the localities to the broader region. The Town of Berryville and Clarke County are regional magnets for recreational cycling and tourism. Improvements to the bicycle and pedestrian networks will be critical to future economic development and tourism opportunities.

Bicycle and pedestrian links are vital to community and economic health and well-being. Bicycling is an important mode of transportation, whether used separately or with other modes. The *Town of Berryville & Clarke County Bicycle and Pedestrian Plan* was prepared in response to a joint-request from the Town of Berryville and Clarke County under the Northern Shenandoah Valley Regional Commission (NSVRC) Rural Transportation Work Program. The Plan summarizes key regional and local planning efforts, provides a comprehensive overview of the existing transportation network and outlines corridor-specific recommendations for bicycle and pedestrian enhancements in each locality to better serve transportation, recreation and economic development objectives. This Plan will serve to inform future planning efforts by Berryville and Clarke County staffs.



References

2013 Bicycle Facilities Design Guidelines, AASHTO

2011, *Bicycle Facility Design Toolkit*, Washington County, Oregon, available from: www.co.washington.or.us

2014, Bike the Valley, available from www.cspdc.org/bikeval/

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2013, *Comprehensive Plan*, Clarke County, Virginia

2006, *Comprehensive Plan*, Town of Berryville, Virginia

2013, *Economic Benefit of Trails*, available from: www.americantrails.org

2009, *Manual of Uniform Traffic Control Devices: Chapter 9: Traffic Control for Bicycle Facilities*, available from: www.virginiadot.org/business/resources/TED/final_MUTCD/2013_sup/Revision_1_Part_9_Bicycles.pdf

1995, Porter & Sorrell, *A Cyclist's Guide to the Shenandoah Valley*

2011, *Rural Long Range Transportation Plan*, Northern Shenandoah Valley Regional Commission

2012, *US Bicycle Route Corridor Plan*, available from: www.VAbike.org

2014, Virginia Department of Motor Vehicles (DMV) Bicycle Safety Tips, available from: www.dmv.state.va.us/safety/#programs/bicycle/index.asp

2013, Virginia Department of Rail and Public Transportation (DRPT) Multimodal System Design Guidelines

2004, Virginia Department of Transportation (VDOT) State Bicycle Policy Plan, available from: www.virginiadot.org/programs/bk-default.asp

2011, Virginia Department of Transportation (VDOT) Policy for Integrating Bicycle and Pedestrian Accommodations, available from: www.virginiadot.org/programs/bk-default.asp

2012, Virginia Department of Transportation (VDOT) Community Trail Development Guide

2012, Virginia Department of Transportation (VDOT) Route 340 Context Sensitive Solutions (CSS) Study

2013, Virginia Safe Routes to School Program, Virginia Department of Transportation

2004, *Walking & Wheeling the Northern Shenandoah Valley*, Northern Shenandoah Valley Regional Commission

2012, Watson & Muellerweiss, *Virginia Road Biking*

Appendices

Appendix A: Summary of Key Planning Documents & Public Input

Appendix B: Existing Bike Routes Maps; Draft US Bicycle Route 11 Map

Appendix C: Best Practices for Bicycle Event Management

Appendix D: Bicycle Safety Tips

Appendix A: Summary of Key Planning Documents & Public Input

The purpose of this section is to outline current bicycle and pedestrian planning documents developed state-wide, regionally and locally and explore them as an applicable framework for future planning and prioritization efforts in Berryville and Clarke County. Documents reviewed in this section provide policy implications for bicycle and pedestrian planning, and long-, mid-, and short-term priorities as previously identified. The following plans were analyzed and summarized in the section below:

- Virginia Department of Transportation (VDOT) State Bicycle Policy Plan (2011);
- VDOT Policy for Integrating Bicycle and Pedestrian Accommodations (2004);
- VDOT Community Trail Development Guide (2012);
- VDOT Route 340 Context Sensitive Solutions (CSS) Study (2012);
- Walking & Wheeling the Northern Shenandoah Valley (2004);
- Northern Shenandoah Valley Rural Long Range Transportation Plan (RLRTP, 2011);
- Town of Berryville Comprehensive Plan ;
- Berryville Area Plan (2009);
- Clarke County Comprehensive Plan (2013); and
- US Bicycle Route Corridor Plan (2012).

Virginia Department of Transportation (VDOT) State Bicycle Policy Plan (2011)

The purpose of the State Bicycle Policy Plan is to establish a vision and policy recommendations for bicycle planning activities throughout the Commonwealth of Virginia. Although this plan does not outline specific recommendations for Berryville or Clarke County, the recommendations outlined in the implementation section should be further explored for their applicability in the local setting. This includes:

- *Considering walking and bicycling as equals with other transportation modes;*
- *Ensuring there are transportation choices for people of all ages and abilities, especially children;*
- *Going beyond minimum design standards;*
- *Integrating bicycle and pedestrian accommodation on new, rehabilitated, and limited-access bridges;*
- *Collecting data on walking and biking trips;*
- *Setting mode share targets for walking and bicycling and tracking them over time;*
- *Removing snow from sidewalks and shared-use paths; and*
- *Improving non-motorized facilities during maintenance projects.*



Additionally, the State Bicycle Policy Plan provides references to other VDOT and federal policy documents that should be consulted when evaluating bicycle conditions and planning for improved facilities locally and provides a list of potential resources for implementation. Under “Current Programs and Policies,” a general overview of all applicable legislation, plans and acts that affect bicycle and pedestrian planning is included.

Finally, specific design recommendations should be consistent with the AASHTO Guide for Development of Bicycle Facilities. This guide should also be considered when developing locality specific implementation.

The State Bicycle Policy Plan should serve as the policy framework for any to-be-developed bicycle and pedestrian planning efforts by a locality. The plan is invaluable for the one-stop-shop of state and federal policy for bicycle planning and provides broader goals that should serve as the foundation for local strategies. This plan will help jurisdictions remain consistent with state-wide efforts which would make implementation more likely.

VDOT Policy for Integrating Bicycle and Pedestrian Accommodations (2004)

This policy guide provides the framework through which the Virginia Department of Transportation will accommodate bicyclists and pedestrians, including pedestrians with disabilities, along with motorized transportation modes in the planning, funding, design, construction, operation, and maintenance of Virginia's transportation network to achieve a safe, effective, and balanced multimodal transportation system. Specifically, this policy recognizes that:

- *Bicycling and walking are fundamental travel modes and integral components of an efficient transportation network.*
- *Appropriate bicycle and pedestrian accommodations provide the public, including the disabled community, with access to the transportation network; connectivity with other modes of transportation; and independent mobility regardless of age, physical constraints, or income.*
- *Effective bicycle and pedestrian accommodations enhance the quality of life and health, strengthen communities, increase safety for all highway users, reduce congestion, and can benefit the environment.*
- *Bicycling and walking are successfully accommodated when travel by these modes is efficient, safe, and comfortable for the public.*
- *A strategic approach will consistently incorporate the consideration and provision of bicycling and walking accommodations into the decision-making process for Virginia's transportation network.*

The Virginia Department of Transportation (VDOT) states that it will initiate highway construction projects with *the presumption that the projects shall accommodate bicycling and walking*. Factors that support the need to provide bicycle and pedestrian accommodations include, but are not limited to, the following:

- *Project is identified in an adopted transportation or related plan;*
- *Project accommodates existing and future bicycle and pedestrian use;*
- *Project improves or maintains safety for all users;*
- *Project provides a connection to public transportation services and facilities;*
- *Project serves areas or population groups with limited transportation options;*
- *Project provides a connection to bicycling and walking trip generators such as employment, education, retail, recreation, and residential centers and public facilities;*
- *Project is identified in a Safe Routes to School program or provides a connection to a school ;*
- *Project provides a regional connection or is of regional or state significance;*
- *Project provides a link to other bicycle and pedestrian accommodations;*
- *Project provides a connection to traverse natural or man-made barriers; and*
- *Project provides a tourism or economic development opportunity*

VDOT will work with localities to select and design accommodations, taking into consideration community needs, safety, and unique environmental and aesthetic characteristics as they relate to specific projects.

VDOT Community Trail Development Guide (2012)

This Community Trail Development Guide was published to aid communities in developing processes for grassroots trail planning efforts. Specifically, the guide identifies the following processes:

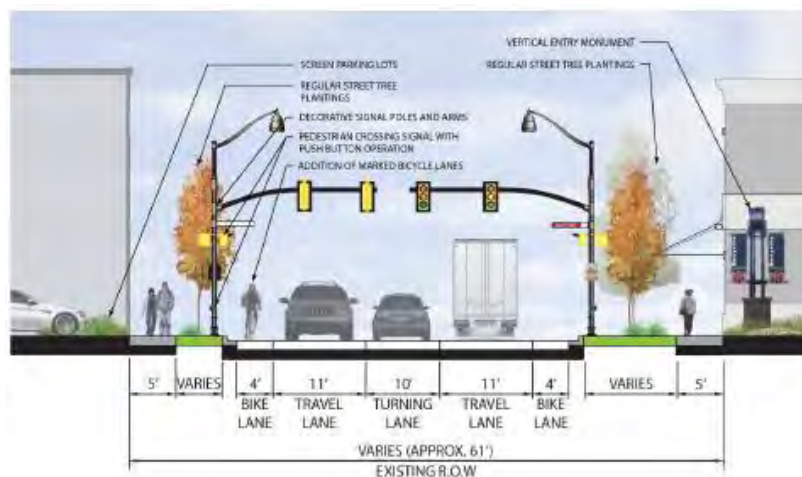
- Create community support and empower local communities early in the process;
- Identify funding options including public-private partnerships;
- Balance state, local, and community perspectives;
- Encourage a broad planning process that includes all stakeholders and community representatives; and
- Identify various trail options.

Should Clarke County and/or Berryville choose to pursue a community based trail development program, this guide should serve as a framework for public participation, plan formulation and implementation.

VDOT Route 340 Context Sensitive Solutions (CSS) Study (2012)

This purpose of this project, the *Shenandoah Valley Transportation Context Study: An evaluation of Context Sensitive Solutions along Route 340* is a pilot study to further evaluate the application of Context Sensitive Solutions (CSS) procedures, policies and concepts in transportation planning projects along the Route 340 Corridor. Context Sensitive Solutions encompasses many elements and has many definitions, but all focus on improving the balance of safety, mobility, community, and environmental considerations in future projects.

CSS improvements carefully consider *the possible impacts to the natural/scenic environment, the historic resources in the area, and the economic development along the corridor*. This project was initiated by the Virginia Department of Transportation (VDOT), in partnership with the Department of Historic Resources (DHR), in an effort to further the land-use planning projects, transportation planning projects, and the development of entrance corridors and gateways to urban areas along Route 340. The process of applying CSS in future projects is something that VDOT is committed to doing.



Source: VDOT Context Sensitive Solutions Study, Cross-Section View: Main Street & Route 340-Berryville, 2012

Considerations of CSS on multimodal use of the proposed Berryville and Clarke County bicycle and pedestrian facilities should be considered when developing performance and design standards for roadway improvements.

Walking & Wheeling the Northern Shenandoah Valley (2004)

General principles and goals that can serve to form a foundation for bicycle and pedestrian planning efforts in Berryville and Clarke County as identified in the Walking & Wheeling the Northern Shenandoah Valley Plan include:

- *Improving overall safety of pedestrians and non-motorized vehicle users;*
- *Increasing the availability and accessibility of alternative transportation;*
- *Conserving the region's resources; and*
- *Encouraging economic vitality.*

The Walking & Wheeling the Northern Shenandoah Valley Plan identifies several key categories for addressing bicycle and pedestrian project goals. This includes:

- *Inventory and Assessment of existing facilities and/or infrastructure related to the goals of the project;*
- *Conceptual Framework to guide planning and prioritization of potential projects;*
- *Design Models to serve as examples of how various types of projects could be addressed; and*
- *Implementation outlining methods of implementing the various projects that may arise out of this study.*



Existing projects identified in the 2004 plan for non-motorized mobility in Berryville and Clarke County includes:

- *The Town and County have completed a bicycle-pedestrian (multimodal) path from on West Main Street, Business Route 7, identified in the 2004 Plan. This Plan serves to connect to the county park and recreation facilities, high school, primary school and fairgrounds.*

The Walking & Wheeling the Northern Shenandoah Valley Plan proposes a “Conceptual Framework” for addressing bicycle and pedestrian planning through: facility design strategies (roadways, sidewalks, bike lanes, etc.), regional projects, town-to-town/town-to-county connections, and local and regional projects.

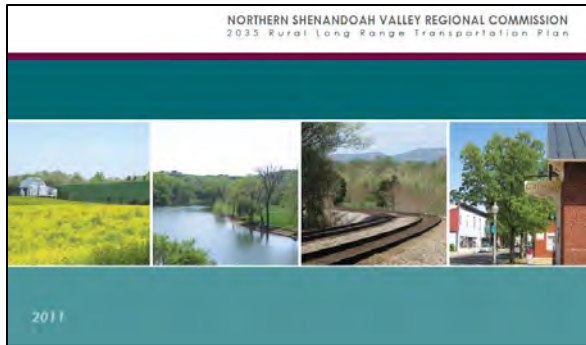
Specific objectives prescribed for Berryville and Clarke County are:

- *Pedestrian and Bicycle improvements;*
- *Route 340 Corridor;*
 - *Addition of wide shoulder for cyclists and other safety improvements*
 - *Identification of historic locations (along and spurring off of Route 340)*

- *Route 7 and Senseny Road Inter-County-Connector Corridor; and*
 - *Addition of wide shoulder for cyclists and other safety improvements*
 - *Identification of historic locations (along and spurring off of Route 7)*
- *Gateway to Northern Virginia/DC Cyclists; connections to W&OD trail system.*

The Walking & Wheeling Plan also provides a specific route analysis by roadway segment. It should be noted that most of the bike routes identified in Berryville and Clarke County are defined as “scenic roads” with “relatively light traffic” or “good roads” with “moderate traffic.” These routes are primarily confined to secondary roadways and avoid primary roads that have higher speeds and traffic volumes (Route 17, Route 50, Route 340, and Route 7). However, this level of analysis does not present a defined bike network with connections between routes. The management team has chosen to use this level-of-service analysis as the basis for planning efforts in 2014.

Northern Shenandoah Valley Rural Long Range Transportation Plan (RLRTP, 2011)



The regional Rural Long Range Transportation Plan (RLRTP) outlines very generally the existing bicycle and pedestrian facilities in the Northern Shenandoah Valley jurisdictions, including Berryville and Clarke County. Under “Goals and Objectives,” the RLRTP states future planning should *encourage the use of alternate modes of transportation to that of single occupancy vehicle for routine strips such as walking, bicycling.* The “Bicycle and Pedestrian Facilities”

section of the plan references the Walking & Wheeling the Northern Shenandoah Valley Plan and notes that *within all of the jurisdictions, bicycle and pedestrian facilities are being encouraged as part of the construction of new roadways, and while updating existing roadways.* This is consistent with VDOT’s Policy for Integrating Bicycle and Pedestrian Accommodations (see summary above).

While addressing bicycle and pedestrian planning, the RLRTP should be utilized to assess project specific sites in existing/proposed roadways. The RLRTP outlines specific recommendations at various sites (intersections, roadway segments) in Clarke County and Berryville.

Town of Berryville Comprehensive Plan (2006)

The Berryville Comprehensive Plan was last updated in 2006 and highlights a number of challenges and recommendations to improve bicycle and pedestrian connectivity in the Town. This includes recognition of significant physical constraints to improve vehicle, bicycle and pedestrian safety in the Town:

A visual survey of Berryville indicates that several streets in the State and Town systems are too narrow to handle much additional traffic. There is also a lack of definition between the paved portion of many roadways and their shoulders. Hazards are created by the inadequate separation of vehicles and pedestrians. The fact that the paved roadway areas are not well defined may lead to maintenance

problems, including erosion of shoulders. In some parts of Town, possible problems are created by the location of buildings very close to the street. These small setbacks, though they help to define the distinctive small-town character of Berryville, can also pose an obstacle if it becomes necessary to widen roads and add sidewalks.

The Berryville Comprehensive Plan also recommends a bicycle/pedestrian path to the west of Town connecting community assets such as schools, parks and the fairgrounds. This pathway has since been completed and is actively used by residents. The Plan also recommends the extension of a multi-use path along Mosby Boulevard connecting residences to the Clarke County High School campus. An efficient bicycle and pedestrian network is critical to larger community goals such as downtown revitalization and future residential and commercial development (land-use decisions).

Safe Routes to School Program (Berryville)

The Town of Berryville has received Safe Routes to School Program (SRTS) funds for project implementation through the Transportation Alternatives (TA) program (2013). Priorities identified in the *Comprehensive School Travel Plan* should inform recommendations for bicycle and pedestrian improvements within the Town of Berryville; especially those linkages to and from Johnson-Williams Middle School. Key corridors identified in the *Comprehensive School Travel Plan* include: Lincoln Ave, West Main Street, South Buckmarsh Street and Swan Avenue.

SRTS is a federally-funded program created under Section 1404 of the 2005 Safe, Accountable, Flexible, and Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU). As written into the SAFETEA-LU legislation, the purpose of the SRTS program is to:

- *Enable and encourage children, including those with disabilities, to walk and bicycle to school;*
- *Make bicycling and walking to school a safer and more appealing transportation alternative, thereby encouraging a healthy and active lifestyle from an early age; and*
- *Facilitate the planning, development, and implementation of projects and activities that will improve safety and reduce traffic, fuel consumption, and air pollution in the vicinity of schools*



In Virginia, the SRTS Program is administered through the Virginia Department of Transportation (VDOT) but implemented locally.

Berryville Area Plan (1992, currently under revision)

The Berryville Area Plan is an ongoing joint planning effort between the Town of Berryville and Clarke County. The purpose of the Berryville Area Plan is to be a guide for the physical long-term growth of the annexation area of the Town of Berryville. The primary focus of the Plan is Annexation Area B, or approximately 880 acres surrounding the 843 acres located in the Town after January 1, 1989 Annexation Agreement. The Berryville Area Plan seeks to encourage development of a *safe, healthful, and distinctive living environment* while maintaining the unique historical features of the community and ensuring preservation and conservation efforts. The timing of development is integral to the growth management

processes outlined in the Berryville Area Plan. The Plan also identifies many factors that could affect the Berryville Area, and this plan specifically focuses on those areas in which the County and Town can have a positive impact through joint planning effort. Specific goals and objects outlined in the plan that pertains to bicycle and pedestrian facilities include:

- *Develop an overall bicycle and pedestrian plan to guide future improvements to such facilities; and*
- *As additional segments are added to the network, consideration should be given to providing additional rights-of-way and/or facilities for bicycles and trails. The design for pedestrians and bicycles shall be incorporated into the design of collector and arterial roadways and intersections.*

Recommendations outlined in the Berryville Area Plan are consistent with recommendations identified in regional planning documents for bicycle and pedestrian facilities.

Clarke County Comprehensive Plan (2013)



Clarke County is nearing completion on the 2013 update to the Comprehensive Plan. Like the Town of Berryville Comprehensive Plan and the Berryville Area Plan, the County's Comprehensive Plan identifies long-term planning priorities of the community. Specifically, the plan includes a significant transportation component which stipulates:

Provision of a safe and efficient transportation network is critical to any community but it is also important to ensure that the community's transportation needs are compatible and coordinated with the land use philosophy. These needs are not limited to public roads but also extend to bicycle, pedestrian, and commuter networks. The Transportation Plan provides a clear statement of how the County's land use philosophy is coordinated with its transportation policies. The Transportation Plan also contains the County's current list of improvement projects along with planning level cost estimates and statistical information to support the need for each project.

Under the Goals and Objectives section, the County identifies the following objective for bicycle and pedestrian implementation:

- *Ensure that the County's transportation system provides safe and efficient means for all modes of travel for citizens and visitors through coordinated land use decision-making and judicious use of limited fiscal resources; and*
- *Develop and maintain a County bicycle and pedestrian plan.*

Like Berryville, Clarke County has included provisions for the necessity of bicycle and pedestrian amenities as a component of future development decisions.

US Bicycle Route Corridor Plan (2012)

The US Bicycle Route System (USBRS) is rapidly developing through partnerships with local, state and regional efforts carried out by governments, volunteers, non-profits and Departments of Transportation

(DOT). This network will be the official US Bicycle Network. The US Bicycle Route Corridor Plan was updated in 2012 with an additional corridor, US Bicycle Route (USBR) 11. USBR 11 will connect five (5) National Parks into a regional bicycle network including: the Chesapeake & Ohio Canal Towpath (C&O Canal), the Bryon Goodloe Bridge (part of the Appalachian Trail), Harpers Ferry National Park, Shenandoah National Park, Skyline Drive and the Blue Ridge Parkway (scenic byways). The proposed USBR 11 will stretch approximately 475 miles from Maryland, through West Virginia, Virginia and terminate in North Carolina. The route is still classified as under development. See USBR 11 Draft Route Map in Appendix B.



This to-be-developed route could serve as a significant tourism and economic development attraction for the Town and County. Berryville and Clarke County staff should closely monitor and/or actively participate in route development.

Summary of Public Input

Meaningful opportunities for the public to share ideas, voice concerns and have questions answered is critical to effective planning efforts. Public input on the proposed *Berryville & Clarke County Bicycle & Pedestrian Plan* was gathered through two (2) opportunities: an online discussion forum hosted at www.NSVinfo.org and an open house. Public comment was taken between April and May 2014. Below is a summary of public input.

Please note names have been redacted and comments summarized.

April 2014 Clarke County Board of Supervisors Work Session, Clarke County Planning Commission and Berryville Town Council meetings

Staff presented on the draft Plan to the various elected/appointed officials of the Town and County in April 2014.

- Description of “intersection crossing markings”?
- Purpose of wayfinding signs?
- Clarify reasoning for not including more “off-road” bicycle facilities;
- Look at improvements to Salem Church Road and “T” intersection with Senseny Road;
- Clarify recommendation for “narrow travel lane;”
- Citizen awareness/promotion critical to “acceptance” of bicycle users;
- Clarify everyday rider usage versus larger bicycle events (rallies, etc.); expand bicycle event management section(s);
- Volunteer management for bicycle events; who provides/who coordinates;

- Concern regarding adding paved shoulders and interference with historic stone walls and private property rights;
- Visual “pollution” of more signs (reference to Share the Road signs);
- Clarify that riders are confined to public roads; right of anyone to use the roadway network (motor vehicles, bikes, pedestrians); emphasis on safe use of roads;
- Expanded sections on education/awareness campaigns; rules of the road for cyclist and enforcement of rules by local law enforcement;
- Concerns regarding farm trucks/machinery on the road versus cyclists;
- Bike-App for Clarke County (information and resources);
- Clarify VDOT requirements for signs (Share the Road and/or wayfinding): placement, maintenance, costs;
- Clarify requirements for paved shoulder (2-4 or 2-8 feet);
- Clarify inclusion of cost estimates (not a bill to Town/County to make improvements):
- Promotion of bicycle network as economic development tool; and
- General praise for comprehensive nature of Plan
- Road widening & speed of vehicles?

Online Public Forum

An online public forum was available from May 1 to May 31, 2014 for members of the public to review plan documents and maps and leave comment. Fourteen (14) comments were received.

- *This really seems like a colossal waste of money. As it is, in just the past year we have seen our personal property taxes increase for additional transportation spending, as well as our real estate taxes increased for the School Board's budget. Surely the money required to create bike paths could be better spent elsewhere.*
- *8 million dollars? Are you serious? My gosh, this is a terrible idea. I have lived in CC most of my life and have never heard a friend or neighbor say "gee I wish we had a bike path". Most of my friends and neighbors wish the bikers would migrate to some other county.*
- *Good Work*
- *I think the county is heading in the right direction. Look at what is being done in Page County - they hold multiple bike races a year, that bring in hundreds of cyclists from out of town, eating meals and staying at hotels. Cyclists are drawn to beautiful areas to ride, and a map showing good, safe roads to ride on will help draw people. Having places to go during or after a day's ride will help folks with ride planning. And specifically, providing a good route to get to Purcellville and the W&OD trail*

would be great way to lure cyclists into Clarke from Loudon and points east (you already have a built in pipeline with the W&OD).

- *I do not want my tax money being spent on projects like this. We already have problems in this area with traffic and the last thing we need in this area is more of it, whatever kind it is. I live in Clarke County because I want a slower pace of life and I don't like or want more traffic. For those people that like these type of activities let them move to the counties that already support this type of activity. I am disgusted that people are willing to waste my hard earned money to pay for an activity that less than 1% of the population will use.*
- *Where are the days when we as the citizens of this country used our money wisely? If the county wants to spend our hard earned tax dollars on transportation improvements, than we suggest something of a higher priority such as patching potholes. If people want to come to this county to ride bikes then let them ride our scenic byways on the county roads, freeing up our tax dollars for better use.*
- *I am a Berryville resident with small children (5 & 9) who would like to see improvements to the sidewalks in town. Sometimes we are forced to walk on the side of the road when a sidewalk ends. Creating new sidewalks to prevent walking on the road side would be a great improvement to the community. I am also for having good paths to and from the schools. I also believe that bicyclists contribute to the community in a positive way. I am a former amateur bicycle racer and I own cars, pay taxes and continue to exercise by riding a bicycle. In fact, our entire family rides here in Clarke County. It's healthy and clean fun for us. I also would like it to be safe so that I don't have to worry or stress about getting hit by a car. I've ridden in many communities in Virginia, South Carolina and Hawaii. The last two mentioned states have very good bicycle lanes, in fact South Carolina builds bicycle lanes into new roads and on improved road projects as well. Please keep in mind that not all the proposed improvements here are from tax dollars but also come from various grants.*

I also love riding through areas like Millwood and do not want to see trees cut, but I'd rather cut trees than loose a life. I rode my bicycle from Berryville to Blue Ridge Mountain Road via Route 7 and there are some areas that do not have enough room for a bicycle to ride on the side of the road such as just before and after the Shenandoah River going East.

It is my understanding that tax money is already set aside for normal road repairs and that this proposal is not that dramatic in terms of monies spent. Wouldn't you rather see the safe promotion of healthy ways to travel and exercise for our community? We can make this a great area to leave for our children as well.

We have children and neighbors with children on bicycles riding almost every day. I ride myself for health. The Winchester Wheelmen ride in Clarke County every summer at least once a week. There are grants to supplement the proposed projects. I, for one, would like to see that our roads are safe for bicyclist and pedestrian.

I would like to see a bicycle rack or two in downtown Berryville. Also, the Bicycle rodeo is good for educating children. Perhaps more than one event during the year, near the beginning of summer

when most children will be out riding, walking, and playing. Do we have a town/community bulletin board to advertise these type of events? I never heard about the bicycle rodeo from last year?

- *As a lifelong Clarke County resident, I'd rather not see more bicycles riding down the road causing traffic issues. They ride down the most dangerous back roads in Clarke County and it drives me insane. Go to Purcellville if you want to ride your bike; they actually have a bike trail! Actually, go back to Loudoun County while your at it!*

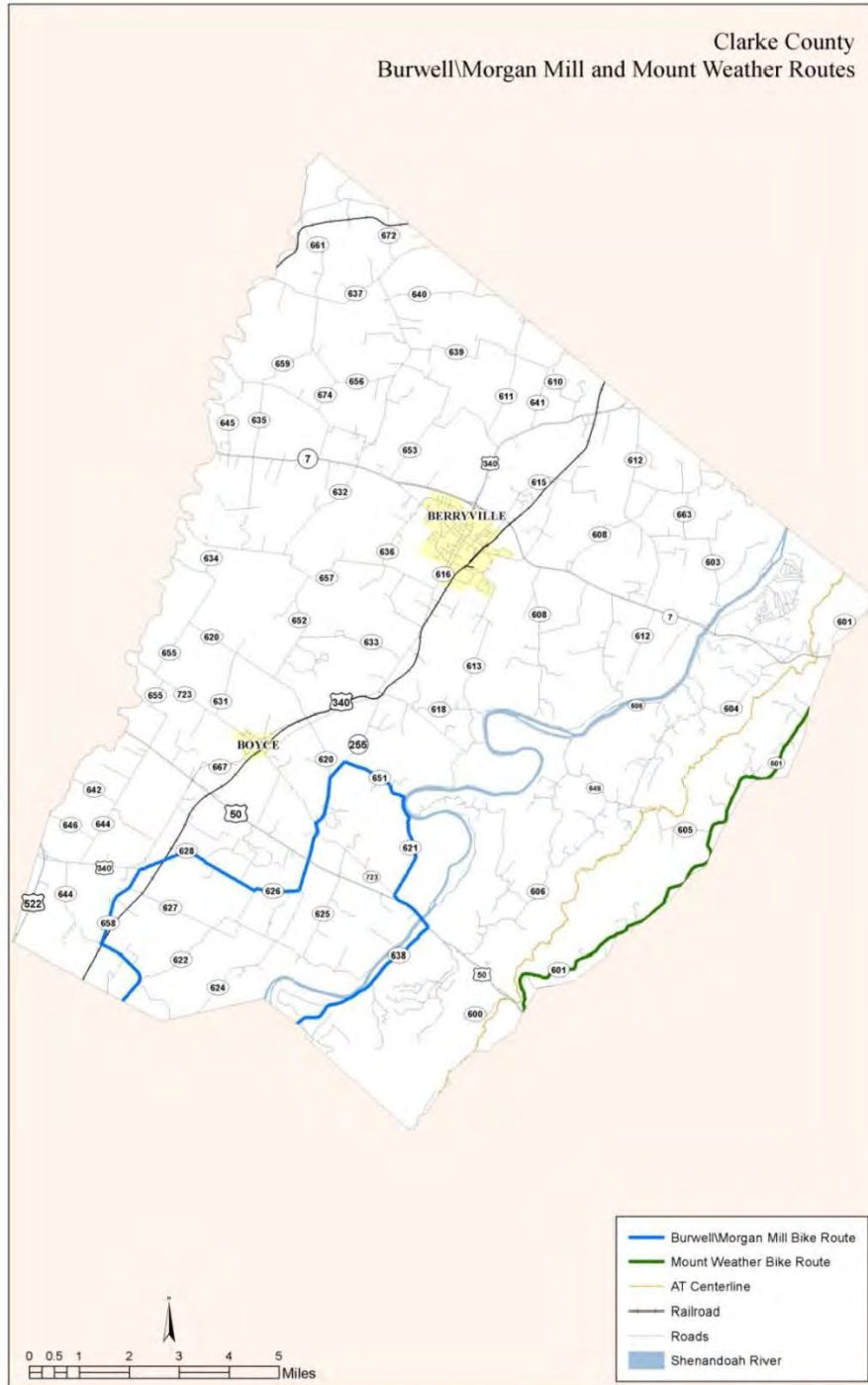
Public Input Meeting

A public input meeting was held May 15, 2014 at the Clarke County/Berryville Government Center. 16 persons attended.

- Include numbers of economic benefits of bicycle tourism for Clarke County and Berryville; quantity economic multiplier effect (as applicable);
- Many benefits to bicycle events and tours; word of mouth to bike in Clarke County; international ridership;
- Bikers need to know the “rules” of the road better;
- Bike Virginia is good exposure for County; leads to smaller group rides/return ridership;
- Additional improvement to include: Berryville to Blue Ridge Road along Route 7; ease on/off on shared use trail at Jackson Road;
- Bike racks around Town; centralized bike parking area downtown;
- Clarify paved shoulders and “shoulder wedge;” benefits of paved shoulders to motorists
- Clarify information regarding costs (VDOT Maintenance Program vs. Town/County costs);
- Maintain Town/County character; improvements should be mindful of landscape; natural features and private property
- Clarify impact of recommendation in Millwood village; see specific comments from Millwood Community Association (written comments submitted);
- No changes to historic dirt roads; Plan is great!

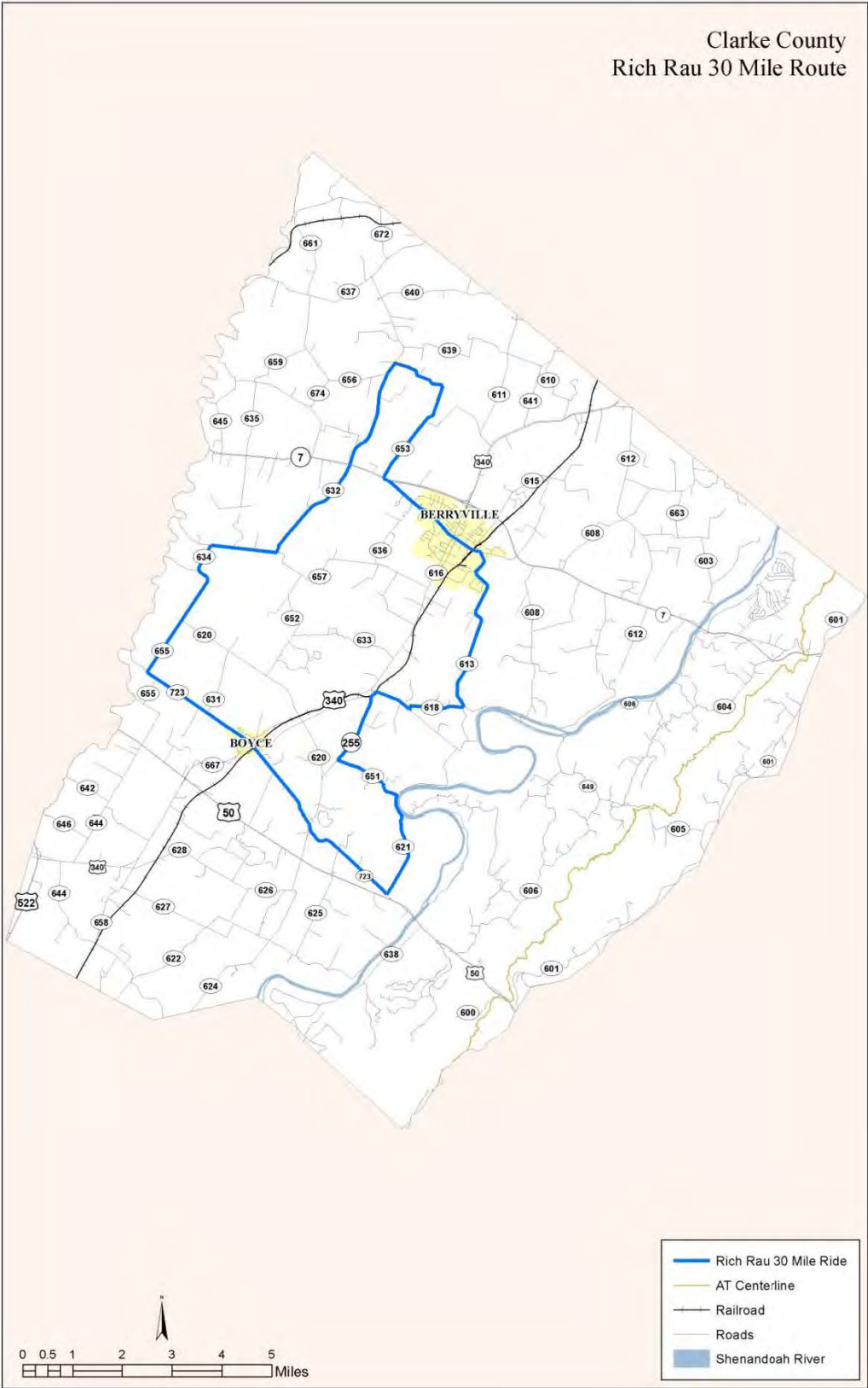
Appendix B: Existing Bike Routes Maps

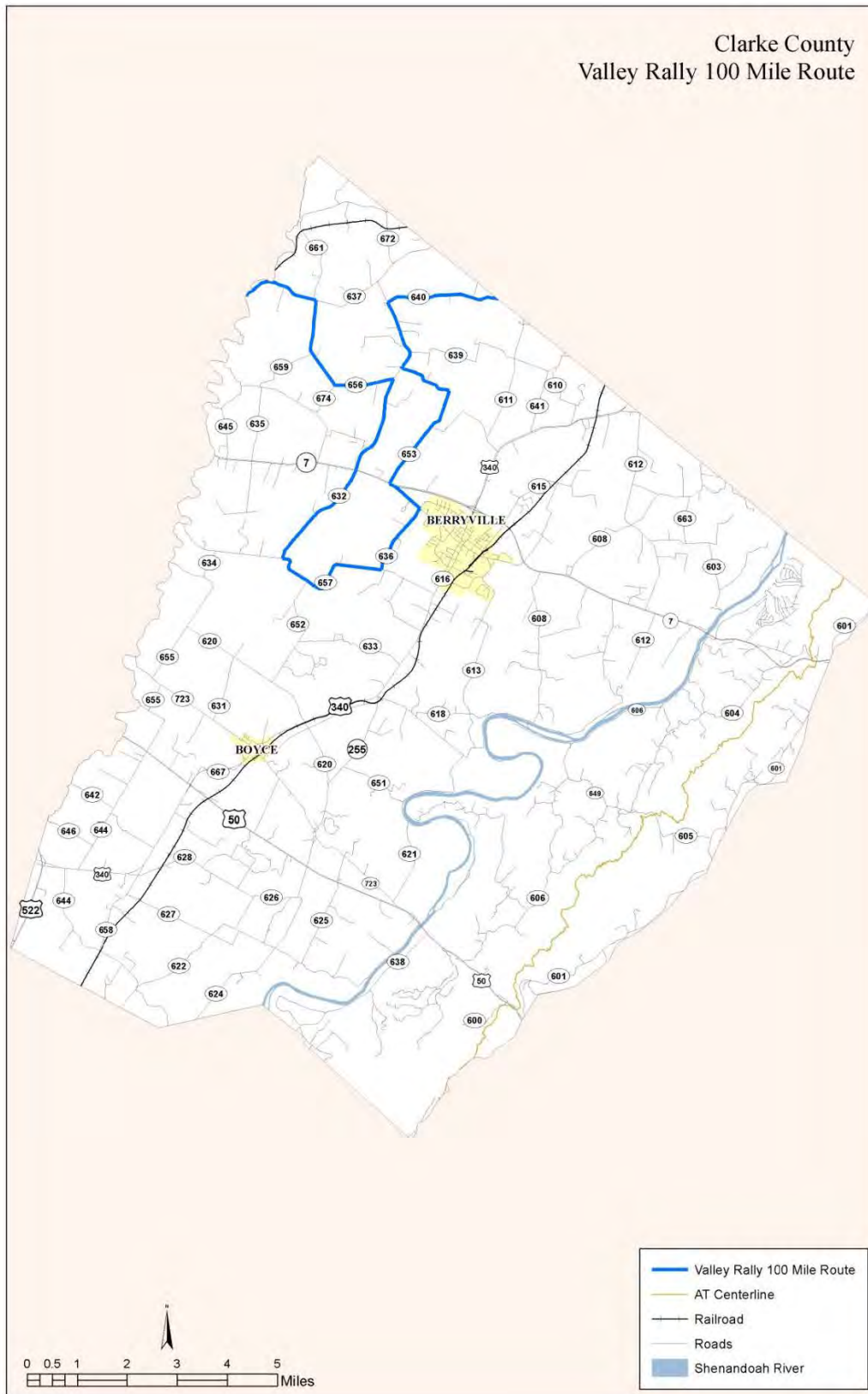
Note: Existing routes in the Town and County were identified through review of local bicycling club routes/rides (Winchester Wheelmen, Potomac Pedalers and Panhandle Pedalers) and VA bicycling guidebooks.





Clarke County
Rich Rau 30 Mile Route

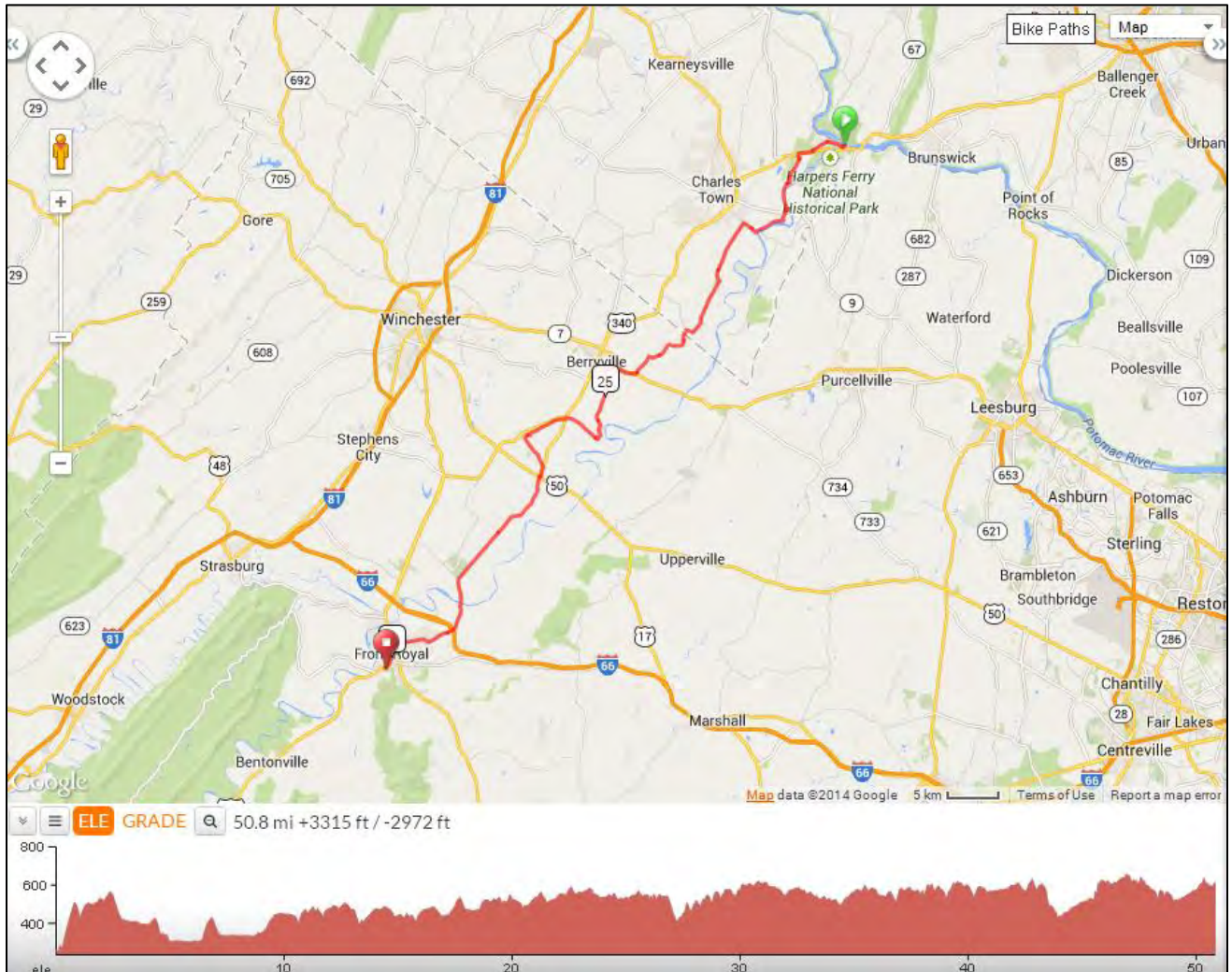




Clarke County
Winchester Wheelmen Routes



US Bicycle Route 11-Draft Route (2014)



Source: US Bicycle Route 11 Draft Route, American Bicycling Federation; available from: www.ridewithgps.com, 2014

Appendix C: Best Practices for Bicycle Event Management

Not all bicycling events are alike. Bicycling events may be organized for recreation, competition, or both; and may vary widely in number and skill of participants, and in duration.

Organized **group recreational rides** are run on routes which typically remain open to motor vehicle traffic. Such rides include

- small **weekly club rides** often with fewer than a dozen participants and no advance registration (such as those organized by the Winchester Wheelmen bicycle club). Such informal rides typically assemble at a public or private parking lot at a pre-determined time (often evenings and weekends) and follow a pre-planned route.
- **multi-day tours** run by private tour operators with support vehicles, where participants book a tour package well in advance. Such groups are relatively small, and stay in commercial lodging (motels and bed and breakfasts).
- **cycling weekends** organized typically by bicycle clubs which may reserve a block of motel rooms for a weekend; registrants participate in their choice of daily planned local loop rides. Riders typically number in the dozens, and generally are of more advanced cycling ability. Example: Potomac Pedalers Touring Club's Shenandoah Bike Weekend held in June.
- single or multi-day **charity rides**. Such rides may attract thousands of participants with a wide range of ages and cycling skills and abilities. Typically run by large charitable organizations, these events are intended to raise funds from participants for a cause, most typically for medical research and patient support services. Charity rides require a large starting/ending area with plenty of parking; and will also include rest stops providing food and drink, and toilet facilities. Examples: Bike MS Ride the Riverside (Washington DC area) and Ride Virginia (Richmond to Williamsburg and back).
- **large single-day club rides**. Organized by bicycle clubs, these are typically scheduled well in advance (up to a year), and are annual events requiring pre-registration. They are longer – up to 100 miles or more – and frequently include several shorter options. As with most recreational rides, riders follow a “cue sheet” of turn-by-turn directions; routes are also often marked with small, inconspicuous symbols painted on the roadway. Attracting hundreds and sometimes thousands of cycling enthusiasts, these rides require a large staging area with plenty of parking; and will also include rest stops providing food and drink, and toilet facilities. Clarke County hosts the Potomac Pedalers Touring Club's annual Back Roads Century ride (<http://www.backroadscentury.org>) in late September. For the past several years this event, billed as “one of the premier cycling events in the mid-Atlantic region, and is also considered one of the most beautiful rides in America,” has sold to capacity, 2,300 riders and volunteers.
- the **Bike Virginia Tour**, an annual six-day cycling “festival” in its 27th year, attracting more than a thousand riders, organized by the non-profit Bike Virginia to promote bicycling and tourism in the state. The tour varies in location from year to year, and offers riders a variety of route options. Riders must pre-register.
- **Open Streets** events, sometimes called “ciclovias,” are increasingly popular day-long events during which a route or street (typically in a downtown area) is closed to traffic to allow recreational activity in the street, including walking, running, skating and bicycling, by the public with no registration required. Ciclovias are usually run by local government.

Competitive events are races involving amateur or professional athletes. Races may be run on a short loop with many laps (called a “criterium” race) or on longer routes with many riders on the road at once, often in a large pack (a “peloton”) and sometimes spread out over a considerable distance; or one rider on the course at a time, racing against the clock (called a “time trial”). These events are intended to draw spectators along the route, which in all instances is closed to general traffic for the duration of the race (rider/team support vehicles may be allowed on the route during the race). Races are typically scheduled and run by USA Cycling (the sport’s governing body) and are sometimes promoted by local governments to generate tourism by attracting spectators.

“**Grand Fondos**” are large, one-day long distance events similar to large club rides except that times are recorded for riders, encouraging some to view it as a race, although the majority of participants may not be competitive athletes. Routes remain open to motor vehicle traffic. No Grand Fondo events are currently scheduled for Clarke County.

Few localities explicitly regulate large bicycling events, and there are no known ordinances or statutes requiring permits for the use of public roads by bicycling events of any size, so long as the route is not closed to traffic. Bike Virginia, operating one of the state’s largest multi-day events for 27 years, has never been required by VDOT or a locality to apply for permits for the riding portion of the event. Required permits are those associated with the use of public facilities such as schools and parks as venues for rest stops, meals, and camping, which also typically requires permits from the health district (Email correspondence with Dr. Kim Perry, Executive Director, Bike Virginia, 7/16/14).

Only one ordinance was discovered in an on-line search. Iowa County, Wisconsin, recently enacted an ordinance regulating bike rides with 100 or more participants. Organizers must apply for a permit addressing event duration, parking and access, sanitary facilities, rest stations, refuse removal, severe weather notification, notification of highway department offices, identification of participants, security, barricades, signage, traffic control, course markings, flagging personnel, compliance with other code provisions, compliance with regulations on all levels and extra-ordinary services (requiring such services to be paid for by ride organizers). Drafted with input from the Wisconsin Bicycle Federation, the ordinance will automatically expire on March 1st, 2015, allowing the county and stakeholders to assess its effectiveness (www.channel3000.com/news/ordinance-in-iowa-county-may-impact-bike-events/25003154 accessed 7/14/14).

The League of American Bicyclists provides an on-line clearinghouse for its member clubs to post their group ride management practices and safety materials; and provides group liability insurance coverage for clubs. However, there is no standard “best practices” guidance for ride organizers.

The minimization of adverse local impacts by large bicycling events relies largely upon voluntary cooperation and coordination between ride organizers and local officials. Bike Virginia, for example, voluntarily submits its route plans to VDOT (which reviews it for potential conflicts such as planned construction activity) and to local law enforcement and EMS; and has paid to rent VDOT signage and for law enforcement personnel to work at hazardous intersections (Email correspondence with Dr. Kim Perry, Executive Director, Bike Virginia, 7/16/14).

To keep riders on course, Bike Virginia posts temporary directional signs which are promptly removed at the end of the day. Volunteer “route monitors” warn riders of dangerous conditions and behaviors.

To encourage participants to comply with the rules of the road and norms of good behavior, the Potomac Pedalers posts Virginia’s bicycling laws on its Back Roads Century website, and (in response to concerns voiced by Berryville and Clarke County officials and residents) requires registrants to read and acknowledge its Rider Behavior Policy (www.backroadscentury.org/resources/riderbehaviorpolicy).

Volunteers are recruited from among the club's experienced group ride leaders to maintain cohesive groups of riders and to promote safety during the ride.

In general, organizers of large events should

- Check routes well in advance for hazards
- Provide first-aid facilities
- Coordinate with local officials including law enforcement regarding traffic control and motorist information (in advance and on day of event).
- Recruit and train ride marshals/route monitors to keep riders on route, encourage safe riding and to provide first response to incidents
- Provide information to participants on rules of the road, traffic etiquette and safe riding
- Provide comfort facilities
- Ensure that the routes and staging areas are left as they were found.

Motorists do not like to be surprised: drivers should be informed about the event well in advance through print, broadcast, electronic and social media; and, closer to the event date, through portable variable message signs so that they know what to expect, and may plan their travel accordingly.

Appendix D: Bicycle Safety Tips

Bicycles are subject to the same laws as motor vehicles. Riders of all ages should use the following tips to help ensure safe and legal bike operation (from VA Department of Motor Vehicles, 2014):

- Ride with traffic.
- Stop and look both ways before entering the street.
- If you are a new or inexperienced rider, it's a good idea to stop at all intersections.
- Before turning, use hand signals and look all ways.
- Be a responsible bicyclist - obey all traffic control devices and use proper hand signals.
- Ride defensively - anticipate the actions of other road users and watch for road hazards.
- Pass vehicles with extreme care - turning vehicles may not see you.
- Be aware of motor vehicle blind spots while riding or when stopped at an intersection.
- Walk your bicycle when you get into traffic situations beyond your cycling abilities.
- Park your bicycle so you do not block sidewalks, disabled accesses, building accesses, or emergency drives.

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NRADC

**NORTHWESTERN
REGIONAL ADULT DETENTION CENTER**

141 Fort Collier Road . Winchester, VA 22603

PH: (540) 665-6374

FAX: (540) 665-1615

DATE: AUGUST 25, 2014

DUE: SEPTEMBER 25, 2014

INV #: CLARKE - SALARY INCREASE SHARE 001

CLARKE CO FINANCE DEPARTMENT

ATTENTION: TOM JUDGE

524 WESTWOOD ROAD

BERRYVILLE, VA 22611

INVOICE TOTAL: \$ 15,245.04

EXPENSE FOR FY 2014-2015 SALARY INCREASE

COMPUTATION: \$292,611.22 X 5.21% =

\$ 15,245.04

NOTATIONS:

PLEASE MAKE CHECKS PAYABLE TO: TREASURER, FREDERICK COUNTY

C/O NORTHWESTERN REGIONAL ADULT DETENTION CENTER
141 FORT COLLIER ROAD
WINCHESTER VA 22603

MEMORANDUM

TO: Board of Supervisors

FR: Thomas Judge, Director of Joint Administrative Services

DT: 9/3/2014

RE: *September Finance*

The following two appropriation actions are recommended:

1. Be it resolved that \$177,828 of budgeted salary and benefit appropriation be transferred from the Sheriff to the Communications budget to better reflect the costs of these divisions.
2. Bills and Claims included in the packet for acceptance.

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: 09/08/14
 Time: 09:39:16

Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For AUGUST	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	\$ 11,500.00	\$ 1,150.00	\$ 2,306.35	\$ 6.35-	100.05
2100	FICA	\$ 1,056.00	\$ 737.66	\$ 73.76	\$ 147.52	\$ 170.82	83.82
2300	HOSPITAL/MEDICAL PLANS	\$ 11,650.00	\$ 9,702.60	\$ 970.26	\$ 1,940.52	\$ 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	\$ 153.00	\$ 153.00	\$ 5,447.00	2.73
5210	POSTAL SERVICES	\$ 300.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 300.00	0.00
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	\$ 1,476.16	\$ 1,523.84	49.21
5800	MISCELLANEOUS CHARGES	\$ 1,600.00	\$ 0.00	\$ 80.86	\$ 307.15	\$ 1,292.85	19.20
5810	DUES,SUBSCRIPTIONS & MEMBERSHIPS	\$ 5,200.00	\$ 0.00	\$ 0.00	\$ 3,471.00	\$ 1,729.00	66.75
6001	OFFICE SUPPLIES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
11010	BOARD OF SUPERVISORS	\$ 57,806.00	\$ 21,940.26	\$ 2,427.88	\$ 15,871.70	\$ 19,994.04	65.41
FUNC 12110 COUNTY ADMINISTRATOR							
1100	SALARIES - REGULAR	\$ 215,195.00	\$ 179,329.16	\$ 17,932.92	\$ 35,865.84	\$ 0.00	100.00
2100	FICA	\$ 15,336.00	\$ 13,111.78	\$ 1,311.18	\$ 2,632.23	\$ 408.01-	102.66
2210	VSRS - PLANS 1 AND 2	\$ 23,370.00	\$ 19,475.14	\$ 1,947.52	\$ 3,895.04	\$ 0.18-	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 20,929.00	\$ 17,431.30	\$ 1,743.13	\$ 3,486.26	\$ 11.44	99.95
2400	LIFE INSURANCE	\$ 2,841.00	\$ 2,277.48	\$ 227.75	\$ 455.50	\$ 108.02	96.20
2700	WORKER'S COMPENSATION	\$ 175.00	\$ 0.00	\$ 0.00	\$ 208.18	\$ 33.18-	118.96
3100	PROFESSIONAL SERVICES	\$ 0.00	\$ 0.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00-	100.00
3320	MAINTENANCE SERVICE CONTRACT	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
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	\$ 0.00	\$ 500.00	0.00
5230	TELECOMMUNICATIONS	\$ 1,000.00	\$ 505.40	\$ 57.24	\$ 161.84	\$ 332.76	66.72
5540	TRAVEL CONVENTION & EDUCATION	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00
5800	MISCELLANEOUS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.08	\$ 0.08-	100.00
5810	DUES,SUBSCRIPTIONS & MEMBERSHIPS	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 517.93	\$ 482.07	51.79
6001	OFFICE SUPPLIES	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 19.89	\$ 980.11	1.99
6008	VEHICLE AND EQUIPMENT FUEL	\$ 1,200.00	\$ 0.00	\$ 43.21	\$ 76.31	\$ 1,123.69	6.36
6012	SUPPLIES - BOOKS AND SUBSCRIPTIO	\$ 1,350.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,350.00	0.00
12110	COUNTY ADMINISTRATOR	\$ 287,396.00	\$ 232,130.26	\$ 30,762.95	\$ 54,819.10	\$ 446.64	99.84
FUNC 12210 LEGAL SERVICES							
1100	SALARIES - REGULAR	\$ 38,844.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 38,844.00	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	\$ 4,272.75	\$ 4,272.75	\$ 25,727.25	14.24
6001	SUPPLIES	\$ 0.00	\$ 0.00	\$ 5.65	\$ 5.65	\$ 5.65-	100.00
12210	LEGAL SERVICES	\$ 71,846.00	\$ 0.00	\$ 4,278.40	\$ 4,278.40	\$ 67,567.60	5.95
FUNC 12310 COMMISSIONER OF REVENUE							
1100	SALARIES - REGULAR	\$ 139,602.00	\$ 116,470.83	\$ 11,810.04	\$ 23,443.54	\$ 312.37-	100.22
2100	FICA	\$ 10,680.00	\$ 8,078.02	\$ 820.34	\$ 1,627.11	\$ 974.87	90.87
2210	VSRS - PLANS 1 AND 2	\$ 15,161.00	\$ 12,648.73	\$ 1,264.87	\$ 2,528.27	\$ 16.00-	100.11
2300	HEALTH INSURANCE BENEFITS	\$ 21,456.00	\$ 17,874.60	\$ 1,787.46	\$ 3,574.92	\$ 6.48	99.97
2400	LIFE INSURANCE	\$ 1,843.00	\$ 1,479.18	\$ 147.92	\$ 295.67	\$ 68.15	96.30
2700	WORKER'S COMPENSATION	\$ 115.00	\$ 0.00	\$ 0.00	\$ 133.02	\$ 18.02-	115.67
3100	PROFESSIONAL SERVICES	\$ 100.00	\$ 0.00	\$ 23.59	\$ 423.59	\$ 323.59-	423.59
3320	MAINTENANCE SERVICE CONTRACTS	\$ 500.00	\$ 120.00	\$ 0.00	\$ 0.00	\$ 380.00	24.00
3500	PRINTING AND BINDING	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
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	\$ 0.00	\$ 0.00	\$ 2,200.00	0.00
5230	TELECOMMUNICATIONS	\$ 600.00	\$ 0.00	\$ 6.64	\$ 13.28	\$ 586.72	2.21
5510	TRAVEL MILEAGE	\$ 500.00	\$ 0.00	\$ 328.72	\$ 328.72	\$ 171.28	65.74
5540	TRAVEL CONVENTION & EDUCATION	\$ 2,500.00	\$ 0.00	\$ 313.71	\$ 423.71	\$ 2,076.29	16.95

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5810	DUES,SUBSCRIPTIONS & MEMBERSHIPS	\$ 800.00	\$ 0.00	\$ 25.00	\$ 35.00	\$ 765.00	4.38	
6001	OFFICE SUPPLIES	\$ 1,100.00	\$ 0.00	\$ 9.00	\$ 9.00	\$ 1,091.00	0.82	
6012	SUPPLIES - BOOKS AND SUBSCRIPTI	\$ 800.00	\$ 0.00	\$ 0.00	\$ 105.00	\$ 695.00	13.12	
12310	COMMISSIONER OF REVENUE	\$ 200,607.00	\$ 156,671.36	\$ 16,537.29	\$ 32,940.83	\$ 10,994.81	94.52	
3320	FUNC 12320 ASSESSOR MAINTENANCE SERVICE CONTRACT	\$ 3,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,500.00	0.00	
	FUNC 12410 TREASURER							
1100	SALARIES - REGULAR	\$ 169,404.00	\$ 141,318.33	\$ 14,309.79	\$ 28,426.79	\$ 341.12	100.20	
2100	FICA	\$ 12,960.00	\$ 10,643.99	\$ 1,078.01	\$ 2,141.27	\$ 174.74	98.65	
2210	VSRS - PLANS 1 AND 2	\$ 18,397.00	\$ 15,347.17	\$ 1,534.71	\$ 3,067.81	\$ 17.98	100.10	
2300	HEALTH INSURANCE BENEFITS	\$ 17,476.00	\$ 14,553.90	\$ 1,455.39	\$ 2,910.78	\$ 11.32	99.94	
2400	LIFE INSURANCE	\$ 2,236.00	\$ 1,794.74	\$ 179.47	\$ 358.76	\$ 82.50	96.31	
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	\$ 23.59	\$ 276.41	7.86	
3180	CREDIT CARD MERCHANT FEES	\$ 600.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 600.00	0.00	
3190	DMV STOP FEES	\$ 0.00	\$ 0.00	\$ 60.00	\$ 60.00	\$ 60.00	100.00	
3320	MAINTENANCE SERVICE CONTRACT	\$ 200.00	\$ 120.00	\$ 0.00	\$ 0.00	\$ 80.00	60.00	
3500	PRINTING AND BINDING	\$ 9,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 9,500.00	0.00	
3600	ADVERTISING	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,000.00	0.00	
5210	POSTAL SERVICES	\$ 20,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 20,000.00	0.00	
5230	TELECOMMUNICATIONS	\$ 1,600.00	\$ 0.00	\$ 3.32	\$ 6.64	\$ 1,593.36	0.41	
5510	TRAVEL MILEAGE	\$ 150.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 150.00	0.00	
5540	TRAVEL CONVENTION & EDUCATION	\$ 1,600.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,600.00	0.00	
5810	DUES,SUBSCRIPTIONS & MEMBERSHIPS	\$ 800.00	\$ 0.00	\$ 0.00	\$ 725.00	\$ 75.00	90.62	
6001	OFFICE SUPPLIES	\$ 4,100.00	\$ 0.00	\$ 182.20	\$ 746.70	\$ 3,353.30	18.21	
6022	SUPPLIES - DOG TAGS	\$ 750.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 750.00	0.00	
12410	TREASURER	\$ 262,208.00	\$ 183,778.13	\$ 18,826.48	\$ 38,628.75	\$ 39,801.12	84.82	
	FUNC 12510 DATA PROCESSING							
1100	SALARIES - REGULAR	\$ 122,425.00	\$ 102,020.84	\$ 10,202.08	\$ 20,404.16	\$ 0.00	100.00	
1300	SALARIES - PART TIME	\$ 0.00	\$ 0.00	\$ 225.00	\$ 225.00	\$ 225.00	100.00	
2100	FICA	\$ 9,366.00	\$ 7,261.29	\$ 743.34	\$ 1,469.47	\$ 635.24	93.22	
2210	VSRS - PLANS 1 AND 2	\$ 13,295.00	\$ 11,079.46	\$ 1,107.95	\$ 2,215.90	\$ 0.36	100.00	
2300	HOSPITAL/MEDICAL PLANS	\$ 15,103.00	\$ 12,580.00	\$ 1,258.00	\$ 2,516.00	\$ 7.00	99.95	
2400	LIFE INSURANCE	\$ 1,616.00	\$ 1,295.66	\$ 129.57	\$ 259.14	\$ 61.20	96.21	
2700	WORKER'S COMPENSATION	\$ 110.00	\$ 0.00	\$ 0.00	\$ 119.44	\$ 9.44	108.58	
3100	PROFESSIONAL SERVICES	\$ 2,000.00	\$ 1,850.00	\$ 1,450.00	\$ 1,850.00	\$ 1,700.00	185.00	
3320	MAINTENANCE SERVICE CONTRACT	\$ 40,000.00	\$ 15,527.86	\$ 1,249.22	\$ 26,854.44	\$ 2,382.30	105.96	
5210	POSTAL SERVICES	\$ 50.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 50.00	0.00	
5230	TELECOMMUNICATIONS	\$ 30,000.00	\$ 11,060.82	\$ 1,368.85	\$ 3,697.90	\$ 15,241.28	49.20	
5540	TRAVEL CONVENTION & EDUCATION	\$ 500.00	\$ 0.00	\$ 122.42	\$ 122.42	\$ 377.58	24.48	
6001	OFFICE SUPPLIES	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 456.58	\$ 1,543.42	22.83	
8207	EDP EQUIPMENT ADDITIONS	\$ 20,000.00	\$ 0.00	\$ 1,746.36	\$ 1,746.36	\$ 18,253.64	8.73	
12510	DATA PROCESSING	\$ 256,465.00	\$ 162,675.93	\$ 19,602.79	\$ 61,936.81	\$ 31,852.26	87.58	
	FUNC 13100 ELECTORAL BOARD AND OFFICIALS							
1300	SALARIES - PART TIME	\$ 6,194.00	\$ 6,193.92	\$ 0.00	\$ 0.00	\$ 0.08	100.00	
2100	FICA	\$ 474.00	\$ 473.83	\$ 0.00	\$ 0.00	\$ 0.17	99.96	
3000	PURCHASED SERVICES	\$ 4,200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 4,200.00	0.00	
3160	BOARD MEMBER FEES	\$ 7,975.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 7,975.00	0.00	
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	\$ 0.00	\$ 0.00	\$ 2,576.00	0.00	
3600	ADVERTISING	\$ 340.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 340.00	0.00	
5210	POSTAL SERVICES	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,500.00	0.00	
5400	LEASES AND RENTALS	\$ 1,050.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,050.00	0.00	
5510	TRAVEL MILEAGE	\$ 350.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 350.00	0.00	
5540	TRAVEL CONVENTION & EDUCATION	\$ 900.00	\$ 0.00	\$ 564.24	\$ 921.58	\$ 21.58	102.40	
5810	DUES,SUBSCRIPTIONS & MEMBERSHIPS	\$ 150.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 150.00	0.00	
6000	MATERIAL AND SUPPLIES	\$ 1,670.00	\$ 0.00	\$ 584.95	\$ 584.95	\$ 1,085.05	35.03	
13100	ELECTORAL BOARD AND OFFICIALS	\$ 32,379.00	\$ 6,667.75	\$ 1,149.19	\$ 1,506.53	\$ 24,204.72	25.25	

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FUNC 13200 REGISTRAR								
1100	SALARIES - REGULAR	\$ 46,832.00	\$ 39,026.66	\$ 3,902.67	\$ 3,902.67	\$ 7,805.34	\$ 0.00	100.00
1300	SALARIES - PART TIME	\$ 8,840.00	\$ 0.00	\$ 688.00	\$ 688.00	\$ 1,138.00	\$ 7,702.00	12.87
2100	FICA	\$ 4,260.00	\$ 3,000.02	\$ 352.64	\$ 352.64	\$ 687.07	\$ 572.91	86.55
2210	VSRS - PLANS 1 AND 2	\$ 5,086.00	\$ 4,238.30	\$ 423.83	\$ 423.83	\$ 847.66	\$ 0.04	100.00
2400	LIFE INSURANCE	\$ 618.00	\$ 496.74	\$ 49.56	\$ 49.56	\$ 99.12	\$ 22.14	96.42
2700	WORKER'S COMPENSATION	\$ 40.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 52.58	\$ 12.58	131.45
3310	REPAIR & MAINTENANCE	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00
3320	MAINTENANCE & SERVICE CONTRACT	\$ 180.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 180.00	0.00
5230	TELECOMMUNICATIONS	\$ 1,000.00	\$ 625.40	\$ 50.60	\$ 50.60	\$ 148.56	\$ 226.04	77.40
5510	TRAVEL MILEAGE	\$ 250.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 250.00	0.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 1,470.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,470.00	0.00
5810	DUES,SUBSCRIPTIONS & MEMBERSHIPS	\$ 150.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 150.00	0.00
6001	OFFICE SUPPLIES	\$ 725.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 7.02	\$ 717.98	0.97
13200	REGISTRAR	\$ 69,651.00	\$ 47,387.12	\$ 5,467.30	\$ 5,467.30	\$ 10,785.35	\$ 11,478.53	83.52
FUNC 21100 CIRCUIT COURT								
3100	PURCHASED SERVICES	\$ 0.00	\$ 0.00	\$ 158.00	\$ 158.00	\$ 158.00	\$ 158.00	100.00
5841	COMPENSATION OF JURORS	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 150.00	\$ 2,850.00	5.00
5842	JURY COMMISSIONERS	\$ 180.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 180.00	0.00
7001	SHARED COURT SERVICES	\$ 9,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 9,500.00	0.00
21100	CIRCUIT COURT	\$ 12,680.00	\$ 0.00	\$ 158.00	\$ 158.00	\$ 308.00	\$ 12,372.00	2.43
FUNC 21200 GENERAL DISTRICT COURT								
3320	MAINTENANCE SERVICE CONTRACT	\$ 0.00	\$ 300.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 300.00	100.00
5210	POSTAL SERVICES	\$ 980.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 980.00	0.00
5230	TELECOMMUNICATIONS	\$ 1,900.00	\$ 0.00	\$ 44.23	\$ 44.23	\$ 215.00	\$ 1,685.00	11.32
6001	OFFICE SUPPLIES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
6012	SUPPLIES - BOOKS AND SUBSCRIPTI	\$ 600.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 600.00	0.00
21200	GENERAL DISTRICT COURT	\$ 3,980.00	\$ 300.00	\$ 44.23	\$ 44.23	\$ 215.00	\$ 3,465.00	12.94
FUNC 21300 MAGISTRATE								
5230	TELECOMMUNICATIONS	\$ 400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	0.00
FUNC 21500 JUVENILE & DOMESTIC RELATIONS OFFICE								
3310	REPAIR & MAINTENANCE	\$ 1,200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,200.00	0.00
3320	MAINTENANCE SERVICE CONTRACT	\$ 1,221.00	\$ 600.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 621.00	49.14
5210	POSTAL SERVICES	\$ 550.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 550.00	0.00
5230	TELECOMMUNICATIONS	\$ 700.00	\$ 0.00	\$ 42.07	\$ 42.07	\$ 84.20	\$ 615.80	12.03
5810	DUES,SUBSCRIPTIONS & MEMBERSHIPS	\$ 300.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 40.00	\$ 260.00	13.33
6001	OFFICE SUPPLIES	\$ 2,000.00	\$ 0.00	\$ 146.65	\$ 146.65	\$ 146.65	\$ 1,853.35	7.33
21500	JUVENILE & DOMESTIC RELATIONS OF	\$ 5,971.00	\$ 600.00	\$ 188.72	\$ 188.72	\$ 270.85	\$ 5,100.15	14.58
FUNC 21600 CLERK OF THE CIRCUIT COURT								
1100	SALARIES - REGULAR	\$ 165,828.00	\$ 138,377.43	\$ 14,063.74	\$ 14,063.74	\$ 27,882.65	\$ 432.08	100.26
2100	FICA	\$ 12,686.00	\$ 10,724.94	\$ 1,089.78	\$ 1,089.78	\$ 2,160.83	\$ 199.77	101.57
2210	VSRS - PLANS 1 AND 2	\$ 18,009.00	\$ 15,027.79	\$ 1,502.78	\$ 1,502.78	\$ 3,003.51	\$ 22.30	100.12
2300	HEALTH INSURANCE BENEFITS	\$ 11,650.00	\$ 9,702.60	\$ 970.26	\$ 970.26	\$ 1,940.52	\$ 6.88	99.94
2400	LIFE INSURANCE	\$ 2,189.00	\$ 1,757.39	\$ 175.74	\$ 175.74	\$ 351.24	\$ 80.37	96.33
2700	WORKER'S COMPENSATION	\$ 135.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 158.00	\$ 23.00	117.04
3100	PROFESSIONAL SERVICES	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,000.00	0.00
3320	MAINTENANCE SERVICE CONTRACT	\$ 12,000.00	\$ 892.70	\$ 0.00	\$ 0.00	\$ 267.30	\$ 10,840.00	9.67
3500	PRINTING AND BINDING	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00
3510	MICROFILMING	\$ 7,000.00	\$ 0.00	\$ 549.17	\$ 549.17	\$ 920.79	\$ 6,079.21	13.15
5210	POSTAL SERVICES	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 196.00	\$ 2,804.00	6.53
5230	TELECOMMUNICATIONS	\$ 900.00	\$ 0.00	\$ 70.46	\$ 70.46	\$ 140.50	\$ 759.50	15.61
6001	OFFICE SUPPLIES	\$ 6,500.00	\$ 0.00	\$ 339.30	\$ 339.30	\$ 1,336.45	\$ 5,163.55	20.56
21600	CLERK OF THE CIRCUIT COURT	\$ 243,897.00	\$ 176,482.85	\$ 18,761.23	\$ 18,761.23	\$ 38,357.79	\$ 29,056.36	88.09
FUNC 21900 VICTIM/WITNESS PROGRAM								
1300	SALARIES - PART TIME	\$ 28,965.00	\$ 24,137.50	\$ 2,413.76	\$ 2,413.76	\$ 4,827.52	\$ 0.02	100.00
2100	FICA	\$ 2,216.00	\$ 1,821.04	\$ 182.27	\$ 182.27	\$ 364.54	\$ 30.42	98.63

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2210	VSRS - PLANS 1 AND 2	\$ 3,146.00	\$ 2,621.34	\$ 262.13	\$ 524.26	\$ 0.40	99.99
2300	Health Insurance	\$ 4,520.00	\$ 4,851.30	\$ 485.13	\$ 970.26	\$ 1,301.56	128.80
2400	LIFE INSURANCE	\$ 382.00	\$ 306.55	\$ 39.50	\$ 79.00	\$ 3.55	100.93
2700	WORKER'S COMPENSATION	\$ 35.00	\$ 0.00	\$ 0.00	\$ 35.57	\$ 0.57	101.63
5230	TELECOMMUNICATIONS	\$ 0.00	\$ 0.00	\$ 3.32	\$ 6.64	\$ 6.64	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	\$ 40,189.00	\$ 33,737.73	\$ 3,386.11	\$ 6,807.79	\$ 356.52	100.89
FUNG 21920 COURT SERVICES DETOXIFICATION							
3845	PURCHASED SERVICES - DETOX	\$ 0.00	\$ 0.00	\$ 4,494.00	\$ 4,494.00	\$ 4,494.00	100.00
FUNG 21930 BLUE RIDGE LEGAL SERVICES							
5699	CIVIC CONTRIBUTIONS	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,500.00	0.00
FUNG 21940 REGIONAL COURT SERVICES							
5699	CIVIC CONTRIBUTIONS	\$ 4,494.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 4,494.00	0.00
FUNG 22100 COMMONWEALTH'S ATTORNEY							
1100	SALARIES - REGULAR	\$ 188,735.00	\$ 158,365.86	\$ 16,120.59	\$ 31,933.51	\$ 1,564.37	100.83
1300	SALARIES - PART TIME	\$ 12,300.00	\$ 0.00	\$ 1,880.00	\$ 3,032.00	\$ 9,268.00	24.65
2100	FICA	\$ 15,034.00	\$ 13,762.56	\$ 1,541.80	\$ 3,004.36	\$ 1,732.92	111.53
2210	VSRS - PLANS 1 AND 2	\$ 19,092.00	\$ 16,023.21	\$ 1,602.32	\$ 3,202.07	\$ 133.28	100.70
2300	HEALTH INSURANCE BENEFITS	\$ 11,457.00	\$ 9,702.60	\$ 970.26	\$ 1,940.52	\$ 186.12	101.62
2400	LIFE INSURANCE	\$ 2,321.00	\$ 1,873.80	\$ 187.38	\$ 374.46	\$ 72.74	96.87
2700	WORKER'S COMPENSATION	\$ 165.00	\$ 0.00	\$ 0.00	\$ 195.78	\$ 30.78	118.65
3320	MAINTENANCE SERVICE CONTRACT	\$ 750.00	\$ 287.55	\$ 0.00	\$ 95.85	\$ 366.60	51.12
5210	POSTAL SERVICES	\$ 1,100.00	\$ 0.00	\$ 110.00	\$ 310.00	\$ 790.00	28.18
5230	TELECOMMUNICATIONS	\$ 3,000.00	\$ 0.00	\$ 9.96	\$ 19.92	\$ 2,980.08	0.66
5540	TRAVEL CONVENTION & EDUCATION	\$ 4,650.00	\$ 0.00	\$ 2,370.80	\$ 2,970.80	\$ 1,679.20	63.89
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	\$ 863.40	\$ 136.60	86.34
6001	OFFICE SUPPLIES	\$ 1,800.00	\$ 0.00	\$ 29.25	\$ 176.55	\$ 1,623.45	9.81
6012	SUPPLIES - BOOKS AND SUBSCRIPTI	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00
22100	COMMONWEALTH'S ATTORNEY	\$ 264,404.00	\$ 200,015.58	\$ 24,822.36	\$ 48,119.22	\$ 16,269.20	93.85
FUNG 31200 SHERIFF							
1100	SALARIES - REGULAR	\$ 1,020,378.00	\$ 703,173.33	\$ 70,095.24	\$ 140,845.40	\$ 176,359.27	82.72
1300	SALARIES - PART TIME	\$ 23,000.00	\$ 0.00	\$ 1,422.31	\$ 3,616.44	\$ 19,383.56	15.72
2100	FICA	\$ 79,819.00	\$ 49,589.98	\$ 5,050.84	\$ 10,212.38	\$ 20,016.64	74.92
2210	VSRS - PLANS 1 AND 2	\$ 110,813.00	\$ 76,364.64	\$ 7,636.45	\$ 15,272.90	\$ 19,175.46	82.70
2300	HEALTH INSURANCE BENEFITS	\$ 139,357.00	\$ 95,771.80	\$ 9,577.18	\$ 19,154.36	\$ 24,430.84	82.47
2400	LIFE INSURANCE	\$ 13,469.00	\$ 8,930.28	\$ 893.05	\$ 1,786.10	\$ 2,752.62	79.56
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	\$ 225.24	\$ 241.48	\$ 6,758.52	3.45
3310	REPAIR & MAINTENANCE	\$ 4,000.00	\$ 9,183.00	\$ 514.31	\$ 943.31	\$ 6,126.31	253.16
3320	MAINTENANCE SERVICE CONTRACT	\$ 17,500.00	\$ 0.00	\$ 0.00	\$ 11,972.42	\$ 5,527.58	68.41
3350	INSURED REPAIRS	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
5210	POSTAL SERVICES	\$ 2,000.00	\$ 0.00	\$ 34.87	\$ 34.87	\$ 1,965.13	1.74
5230	TELECOMMUNICATIONS	\$ 20,000.00	\$ 13,190.26	\$ 1,326.96	\$ 3,854.31	\$ 2,955.43	85.22
5305	MOTOR VEHICLE INSURANCE	\$ 13,000.00	\$ 0.00	\$ 1,112.00	\$ 15,191.00	\$ 2,191.00	116.85
5530	TRAVEL SUBSISTANCE & LODGING	\$ 8,500.00	\$ 0.00	\$ 14.62	\$ 47.84	\$ 8,452.16	0.56
5540	TRAVEL CONVENTION & EDUCATION	\$ 4,500.00	\$ 0.00	\$ 1,060.00	\$ 1,855.00	\$ 2,645.00	41.22
5800	MISCELLANEOUS CHARGES	\$ 1,500.00	\$ 0.00	\$ 5.00	\$ 40.00	\$ 1,460.00	2.67
5810	DUES,SUBSCRIPTIONS & MEMBERSHIPS	\$ 2,700.00	\$ 0.00	\$ 0.00	\$ 90.00	\$ 2,610.00	3.33
6001	OFFICE SUPPLIES	\$ 5,000.00	\$ 0.00	\$ 484.88	\$ 1,183.62	\$ 3,816.38	23.67
6007	REPAIR AND MAINTENANCE SUPPLIES	\$ 40,000.00	\$ 8,899.32	\$ 428.15	\$ 1,230.13	\$ 29,870.55	25.32
6008	VEHICLE AND EQUIPMENT FUEL	\$ 77,000.00	\$ 0.00	\$ 5,613.67	\$ 8,157.29	\$ 68,842.71	10.59
6010	POLICE SUPPLIES	\$ 14,500.00	\$ 0.00	\$ 235.52	\$ 367.37	\$ 14,132.63	2.53
6011	UNIFORM AND WEARING APPAREL	\$ 6,000.00	\$ 0.00	\$ 581.16	\$ 701.59	\$ 5,298.41	11.69
6017	SUPPLIES - AMMUNITION	\$ 9,000.00	\$ 6,199.80	\$ 0.00	\$ 0.00	\$ 2,800.20	68.89
6024	INSURED REPAIRS	\$ 11,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 11,000.00	0.00

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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	Expenditures AUGUST	Expenditures Year-to-Date	Available Balance	Percent Used
31200	SHERIFF	\$ 1,649,536.00	\$ 971,302.41	\$ 106,311.45	\$	\$ 258,402.59	\$ 419,831.00	74.55
	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	\$	\$ 0.00	\$ 12,500.00	0.00
	FUNC 32100 EMERGENCY MEDICAL SERVICES							
1100	SALARIES - REGULAR	\$ 257,022.00	\$ 157,355.50	\$ 23,004.96	\$	\$ 44,058.55	\$ 55,607.95	78.36
1300	SALARIES - PART TIME	\$ 18,000.00	\$ 0.00	\$ 8,275.00	\$	\$ 15,865.50	\$ 2,134.50	88.14
2100	FICA	\$ 21,040.00	\$ 10,173.39	\$ 2,208.14	\$	\$ 4,212.92	\$ 6,653.69	68.38
2210	VSRS - PLANS 1 AND 2	\$ 20,506.00	\$ 17,088.79	\$ 1,708.90	\$	\$ 3,417.80	\$ 0.59	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 35,952.00	\$ 29,953.30	\$ 2,995.33	\$	\$ 5,990.66	\$ 8.04	99.98
2400	LIFE INSURANCE	\$ 2,492.00	\$ 1,998.42	\$ 199.84	\$	\$ 399.68	\$ 93.90	96.23
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	\$ 250,000.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 250,000.00	0.00
5230	TELECOMMUNICATIONS	\$ 800.00	\$ 0.00	\$ 40.11	\$	\$ 80.64	\$ 719.36	10.08
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	\$	\$ 0.00	\$ 400.00	0.00
6008	VEHICLE AND EQUIPMENT FUEL	\$ 1,500.00	\$ 0.00	\$ 61.54	\$	\$ 83.90	\$ 1,416.10	5.59
6011	UNIFORM AND WEARING APPAREL	\$ 1,100.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 1,100.00	0.00
8201	MACHINERY & EQUIPMENT	\$ 25,000.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 25,000.00	0.00
32100	EMERGENCY MEDICAL SERVICES	\$ 648,912.00	\$ 216,569.40	\$ 38,493.82	\$	\$ 90,607.53	\$ 341,735.07	47.34
	FUNC 32200 VOLUNTEER FIRE COMPANIES							
5697	TWO FOR LIFE DISTRIBUTION	\$ 15,798.00	\$ 0.00	\$ 16,257.28	\$	\$ 16,257.28	\$ 459.28	102.91
5698	FIRE PROGRAMS DISTRIBUTION	\$ 25,854.00	\$ 0.00	\$ 27,811.00	\$	\$ 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
32200	VOLUNTEER FIRE COMPANIES	\$ 66,652.00	\$ 0.00	\$ 44,068.28	\$	\$ 44,068.28	\$ 22,583.72	66.12
	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	\$	\$ 12,500.00	\$ 37,500.00	25.00
32201	BLUE RIDGE VOLUNTEER FIRE COMPAN	\$ 51,500.00	\$ 0.00	\$ 0.00	\$	\$ 14,175.00	\$ 37,325.00	27.52
	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	\$	\$ 0.00	\$ 50,000.00	0.00
32202	BOYCE VOLUNTEER FIRE COMPANY	\$ 52,500.00	\$ 0.00	\$ 0.00	\$	\$ 2,176.86	\$ 50,323.14	4.15
	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	\$ 0.00	\$	\$ 18,750.00	\$ 56,250.00	25.00
32203	ENDERS VOLUNTEER FIRE COMPANY	\$ 78,500.00	\$ 0.00	\$ 0.00	\$	\$ 21,564.00	\$ 56,936.00	27.47
	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	\$	\$ 0.00	\$ 2,712.00	0.00
	FUNC 33100 REGIONAL JAIL							
7000	JOINT OPERATIONS	\$ 562,301.00	\$ 0.00	\$ 0.00	\$	\$ 136,805.25	\$ 425,495.75	24.33
	FUNC 33200 JUVENILE DETENTION							
3840	PURCHASED SERVICES - DETENTION C	\$ 38,854.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 38,854.00	0.00
	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	\$ 3.32	\$	\$ 6.64	\$ 493.36	1.33

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6001	OFFICE SUPPLIES	\$ 300.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 300.00	0.00
33300	PROBATION OFFICE	\$ 925.00	\$ 0.00	\$ 3.32	\$ 6.64	\$ 918.36	0.72
	FUNC 34100 BUILDING INSPECTIONS						
1100	SALARIES - REGULAR	\$ 98,455.00	\$ 70,083.33	\$ 7,008.34	\$ 14,201.34	\$ 14,170.33	85.61
1300	SALARIES - PART TIME	\$ 0.00	\$ 0.00	\$ 944.72	\$ 944.72	\$ 944.72	100.00
2100	FICA	\$ 7,532.00	\$ 4,844.77	\$ 556.75	\$ 1,023.59	\$ 1,663.64	77.91
2210	VSRS - PLANS 1 AND 2	\$ 10,692.00	\$ 7,611.05	\$ 761.11	\$ 1,542.27	\$ 1,538.68	85.61
2300	HEALTH INSURANCE BENEFITS	\$ 12,706.00	\$ 12,580.00	\$ 1,258.00	\$ 2,560.33	\$ 2,434.33	119.16
2400	LIFE INSURANCE	\$ 1,300.00	\$ 890.06	\$ 89.00	\$ 180.35	\$ 229.59	82.34
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	\$ 364.30	\$ 95.70	\$ 95.70	\$ 1,440.00	24.21
3500	PRINTING AND BINDING	\$ 600.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 600.00	0.00
5210	POSTAL SERVICES	\$ 150.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 150.00	0.00
5230	TELECOMMUNICATIONS	\$ 900.00	\$ 623.62	\$ 72.79	\$ 211.89	\$ 64.49	92.83
5540	TRAVEL CONVENTION & EDUCATION	\$ 400.00	\$ 0.00	\$ 616.74	\$ 1,440.74	\$ 1,040.74	360.19
5810	DUES,SUBSCRIPTIONS & MEMBERSHIPS	\$ 400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	0.00
6001	OFFICE SUPPLIES	\$ 500.00	\$ 0.00	\$ 12.90	\$ 12.90	\$ 487.10	2.58
6008	VEHICLE AND EQUIPMENT FUEL	\$ 2,500.00	\$ 0.00	\$ 46.65	\$ 139.75	\$ 2,360.25	5.59
6012	SUPPLIES - BOOKS AND SUBSCRIPTI	\$ 500.00	\$ 0.00	\$ 45.90	\$ 536.64	\$ 36.64	107.33
34100	BUILDING INSPECTIONS	\$ 139,585.00	\$ 96,997.13	\$ 11,508.60	\$ 24,279.41	\$ 18,308.46	86.88
	FUNC 35100 ANIMAL CONTROL						
1100	SALARIES - REGULAR	\$ 35,845.00	\$ 29,870.84	\$ 2,987.08	\$ 5,974.16	\$ 0.00	100.00
1300	SALARIES - PART TIME	\$ 18,000.00	\$ 0.00	\$ 1,453.76	\$ 2,806.04	\$ 15,193.96	15.59
2100	FICA	\$ 4,120.00	\$ 1,885.61	\$ 299.77	\$ 591.78	\$ 1,642.61	60.13
2210	VSRS - PLANS 1 AND 2	\$ 3,893.00	\$ 3,243.97	\$ 324.40	\$ 648.80	\$ 0.23	99.99
2300	HEALTH INSURANCE BENEFITS	\$ 6,353.00	\$ 5,294.60	\$ 529.46	\$ 1,058.92	\$ 0.52	100.01
2400	LIFE INSURANCE	\$ 473.00	\$ 379.36	\$ 37.94	\$ 75.88	\$ 17.76	96.25
2700	WORKER'S COMPENSATION	\$ 600.00	\$ 0.00	\$ 0.00	\$ 777.80	\$ 177.80	129.63
3100	PROFESSIONAL SERVICES	\$ 12,000.00	\$ 0.00	\$ 935.63	\$ 935.63	\$ 11,064.37	7.80
3500	PRINTING AND BINDING	\$ 400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	0.00
5210	POSTAL SERVICES	\$ 50.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 50.00	0.00
5230	TELECOMMUNICATIONS	\$ 1,350.00	\$ 130.81	\$ 44.05	\$ 100.32	\$ 1,118.87	17.12
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	\$ 0.00	\$ 0.00	\$ 100.00	0.00
6001	OFFICE SUPPLIES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
6004	MEDICAL AND LABORATORY SUPPLIES	\$ 3,000.00	\$ 0.00	\$ 199.20	\$ 339.10	\$ 2,660.90	11.30
6008	VEHICLE AND EQUIPMENT FUEL	\$ 1,750.00	\$ 0.00	\$ 176.68	\$ 241.06	\$ 1,508.94	13.77
6011	UNIFORM AND WEARING APPAREL	\$ 400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	0.00
6014	OTHER OPERATING SUPPLIES	\$ 4,500.00	\$ 75.00	\$ 0.00	\$ 0.00	\$ 4,425.00	1.67
35100	ANIMAL CONTROL	\$ 94,084.00	\$ 40,880.19	\$ 6,987.97	\$ 13,549.49	\$ 39,654.32	57.85
	FUNC 35300 MEDICAL EXAMINER & INDIGENT BURIAL						
3100	PROFESSIONAL SERVICES	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00
	FUNC 35600 COMMUNICATIONS						
1100	SALARIES - REGULAR	\$ 206,610.00	\$ 304,995.83	\$ 32,803.01	\$ 61,137.26	\$ 159,523.09	177.21
2100	FICA	\$ 15,806.00	\$ 22,829.06	\$ 2,459.11	\$ 4,582.84	\$ 11,605.90	173.43
2210	VSRS - PLANS 1 AND 2	\$ 22,438.00	\$ 28,175.25	\$ 2,817.55	\$ 5,635.10	\$ 11,372.35	150.68
2220	VSRS - HYBRID PLAN	\$ 0.00	\$ 4,947.27	\$ 270.14	\$ 517.50	\$ 5,464.77	100.00
2300	Health Insurance Benefits	\$ 29,654.00	\$ 43,661.70	\$ 4,366.17	\$ 8,247.21	\$ 22,254.91	175.05
2400	Life Insurance	\$ 2,727.00	\$ 3,873.45	\$ 387.35	\$ 745.77	\$ 1,892.22	169.39
2510	VLDP PLAN - HYBRID	\$ 0.00	\$ 268.77	\$ 26.88	\$ 40.32	\$ 309.09	100.00
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	\$ 0.00	\$ 200.00	0.00
3320	MAINTENANCE SERVICE CONTRACT	\$ 104,443.00	\$ 0.00	\$ 0.00	\$ 41,251.25	\$ 63,191.75	39.50
5230	TELECOMMUNICATIONS	\$ 25,250.00	\$ 1,009.85	\$ 341.26	\$ 2,077.30	\$ 22,162.85	12.23
5420	RENTAL OF BUILDINGS/TOWERS	\$ 27,500.00	\$ 20,700.00	\$ 2,070.00	\$ 4,140.00	\$ 2,660.00	90.33
5540	TRAVEL CONVENTION & EDUCATION	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,000.00	0.00
5810	DUES,SUBSCRIPTIONS & MEMBERSHIPS	\$ 300.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 300.00	0.00
6001	OFFICE SUPPLIES	\$ 1,800.00	\$ 0.00	\$ 29.25	\$ 329.46	\$ 1,470.54	18.30
6011	UNIFORM AND WEARING APPAREL	\$ 1,400.00	\$ 0.00	\$ 244.95	\$ 244.95	\$ 1,155.05	17.50

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6014	OTHER OPERATING SUPPLIES	\$ 500.00	\$ 0.00	\$ 101.99	\$ 101.99	\$ 398.01	20.40
35600	COMMUNICATIONS	\$ 441,803.00	\$ 430,461.18	\$ 45,917.66	\$ 129,247.75	\$ 117,905.93	126.69
3840	FUNC 42400 REFUSE DISPOSAL PURCHASED SERVICES	\$ 168,000.00	\$ 0.00	\$ 1,549.92	\$ 1,549.92	\$ 166,450.08	0.92
3000	FUNC 42600 LITTER CONTROL PROGRAM PURCHASED SERVICES	\$ 0.00	\$ 2,530.00	\$ 240.00	\$ 550.00	\$ 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	\$ 2,530.00	\$ 240.00	\$ 550.00	\$ 3,091.00	49.91
3840	FUNC 42700 SANITATION PURCHASED SERVICES	\$ 27,000.00	\$ 0.00	\$ 2,454.20	\$ 2,454.20	\$ 24,545.80	9.09
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	\$ 47,454.20	\$ 24,545.80	65.91
1100	FUNC 43200 GENERAL PROPERTY MAINTENANCE SALARIES - REGULAR	\$ 140,846.00	\$ 115,547.80	\$ 11,554.82	\$ 21,375.62	\$ 3,922.58	97.21
2100	FICA	\$ 10,774.00	\$ 8,197.18	\$ 819.73	\$ 1,506.29	\$ 1,070.53	90.06
2210	VSRS - PLANS 1 AND 2	\$ 15,128.00	\$ 10,525.29	\$ 1,052.53	\$ 2,105.06	\$ 2,497.65	83.49
2220	VSRS - HYBRID PLAN	\$ 0.00	\$ 1,883.12	\$ 188.31	\$ 188.31	\$ 2,071.43	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 21,309.00	\$ 16,608.94	\$ 1,660.90	\$ 2,976.06	\$ 1,724.00	91.91
2400	LIFE INSURANCE	\$ 1,860.00	\$ 1,467.46	\$ 146.74	\$ 271.46	\$ 121.08	93.49
2510	VLDP PLAN - HYBRID	\$ 0.00	\$ 102.31	\$ 10.23	\$ 10.23	\$ 112.54	100.00
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	\$ 26.00	\$ 26.00	\$ 9,474.00	0.27
3310	REPAIR & MAINTENANCE	\$ 8,100.00	\$ 0.00	\$ 405.75	\$ 1,103.25	\$ 6,996.75	13.62
3320	MAINTENANCE SERVICE CONTRACT	\$ 88,800.00	\$ 29,596.23	\$ 7,586.57	\$ 8,953.14	\$ 50,250.63	43.41
3340	CUSTODIAL SERVICE CONTRACTS	\$ 0.00	\$ 36,599.98	\$ 3,660.01	\$ 7,320.02	\$ 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	\$ 18.85	\$ 36.80	\$ 36.80	100.00
5230	TELECOMMUNICATIONS	\$ 3,900.00	\$ 1,288.07	\$ 157.45	\$ 432.40	\$ 2,179.53	44.11
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	\$ 0.00	\$ 800.00	0.00
6003	SUPPLIES - AGRICULTURAL	\$ 750.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 750.00	0.00
6005	LAUNDRY, HOUSEKEEPING, & JANITOR	\$ 15,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 15,000.00	0.00
6007	REPAIR AND MAINTENANCE SUPPLIES	\$ 13,000.00	\$ 1,099.47	\$ 264.75	\$ 279.74	\$ 11,620.79	10.61
6008	VEHICLE AND EQUIPMENT FUEL	\$ 10,000.00	\$ 0.00	\$ 457.64	\$ 746.49	\$ 9,253.51	7.46
6009	VEHICLE AND EQUIPMENT SUPPLIES	\$ 5,700.00	\$ 0.00	\$ 405.08	\$ 599.20	\$ 5,100.80	10.51
6014	OTHER OPERATING SUPPLIES	\$ 650.00	\$ 0.00	\$ 14.63	\$ 14.63	\$ 635.37	2.25
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	\$ 392,267.00	\$ 222,915.85	\$ 28,429.99	\$ 90,304.69	\$ 79,046.46	79.85
3100	FUNC 43202 101 CHALMERS COURT PROFESSIONAL SERVICES	\$ 0.00	\$ 0.00	\$ 2,581.67	\$ 2,581.67	\$ 2,581.67	100.00
3310	REPAIR & MAINTENANCE	\$ 16,000.00	\$ 68.97	\$ 218.82	\$ 287.79	\$ 15,643.24	2.23
3320	MAINTENANCE SERVICE CONTRACTS	\$ 34,000.00	\$ 1,410.75	\$ 142.95	\$ 1,018.74	\$ 31,570.51	7.15
3340	CUSTODIAL SERVICE CONTRACTS	\$ 0.00	\$ 23,323.89	\$ 2,332.38	\$ 4,664.76	\$ 27,988.65	100.00
5110	ELECTRICAL SERVICES	\$ 28,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 28,000.00	0.00
5120	HEATING SERVICES	\$ 3,600.00	\$ 0.00	\$ 0.00	\$ 27.40	\$ 3,572.60	0.76
5130	WATER & SEWER SERVICES	\$ 2,275.00	\$ 0.00	\$ 94.05	\$ 94.05	\$ 2,180.95	4.13
6007	REPAIR AND MAINT SUPPLIES	\$ 3,800.00	\$ 0.00	\$ 82.15	\$ 82.15	\$ 3,717.85	2.16
43202	101 CHALMERS COURT	\$ 87,675.00	\$ 24,803.61	\$ 5,452.02	\$ 8,756.56	\$ 54,114.83	38.28
3310	FUNC 43205 129 RAMSBURG LN MAINTENANCE DEPT REPAIR & MAINTENANCE	\$ 9,000.00	\$ 0.00	\$ 90.00	\$ 198.00	\$ 8,802.00	2.20
3320	MAINTENANCE SERVICE CONTRACTS	\$ 300.00	\$ 0.00	\$ 104.50	\$ 104.50	\$ 195.50	34.83

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5110	ELECTRICAL SERVICES	\$ 2,550.00	\$ 0.00	\$ 255.73	\$ 255.73	\$ 2,294.27	10.03
5120	HEATING SERVICES	\$ 3,340.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,340.00	0.00
5130	WATER & SEWER SERVICES	\$ 140.00	\$ 0.00	\$ 8.50	\$ 8.50	\$ 131.50	6.07
43205	129 RAMSBURG LN MAINTENANCE DEPT	\$ 15,330.00	\$ 0.00	\$ 458.73	\$ 566.73	\$ 14,763.27	3.70
	FUNC 43206 100 N CHRUCH ST/RADIO TOWER						
3310	REPAIR & MAINTENANCE	\$ 6,560.00	\$ 0.00	\$ 159.20	\$ 159.20	\$ 6,400.80	2.43
3320	MAINTENANCE SERVICE CONTRACTS	\$ 3,500.00	\$ 1,090.00	\$ 660.00	\$ 2,056.80	\$ 353.20	89.91
5110	ELECTRICAL SERVICES	\$ 10,500.00	\$ 0.00	\$ 916.67	\$ 916.67	\$ 9,583.33	8.73
5120	HEATING SERVICES	\$ 2,750.00	\$ 0.00	\$ 0.00	\$ 20.45	\$ 2,729.55	0.74
5130	WATER & SEWER SERVICES	\$ 4,230.00	\$ 0.00	\$ 368.85	\$ 384.80	\$ 3,845.20	9.10
6007	REPAIR AND MAINT SUPPLIES	\$ 500.00	\$ 0.00	\$ 15.99	\$ 15.99	\$ 484.01	3.20
43206	100 N CHRUCH ST/RADIO TOWER	\$ 28,040.00	\$ 1,090.00	\$ 2,120.71	\$ 3,553.91	\$ 23,396.09	16.56
	FUNC 43207 102 N CHRUCH ST						
3310	REPAIR & MAINTENANCE	\$ 9,500.00	\$ 0.00	\$ 224.01	\$ 224.01	\$ 9,275.99	2.36
3320	MAINTENANCE SERVICE CONTRACTS	\$ 500.00	\$ 0.00	\$ 171.00	\$ 1,567.80	\$ 1,067.80	313.56
5110	ELECTRICAL SERVICES	\$ 23,400.00	\$ 0.00	\$ 2,069.23	\$ 2,069.23	\$ 21,330.77	8.84
6007	REPAIR AND MAINT SUPPLIES	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,500.00	0.00
43207	102 N CHRUCH ST	\$ 34,900.00	\$ 0.00	\$ 2,464.24	\$ 3,861.04	\$ 31,038.96	11.06
	FUNC 43208 104 N CHURCH/106 N CHURCH ST						
3310	REPAIR & MAINTENANCE	\$ 8,500.00	\$ 0.00	\$ 376.00	\$ 376.00	\$ 8,124.00	4.42
3320	MAINTENANCE SERVICE CONTRACTS	\$ 1,900.00	\$ 0.00	\$ 323.00	\$ 1,719.80	\$ 180.20	90.52
5110	ELECTRICAL SERVICES	\$ 7,320.00	\$ 0.00	\$ 941.82	\$ 941.82	\$ 6,378.18	12.87
5120	HEATING SERVICES	\$ 3,800.00	\$ 0.00	\$ 0.68	\$ 31.52	\$ 3,768.48	0.83
5130	WATER & SEWER SERVICES	\$ 650.00	\$ 0.00	\$ 25.00	\$ 25.00	\$ 625.00	3.85
6007	REPAIR AND MAINT SUPPLIES	\$ 1,300.00	\$ 0.00	\$ 0.00	\$ 8.18	\$ 1,291.82	0.63
43208	104 N CHURCH/106 N CHURCH ST	\$ 23,470.00	\$ 0.00	\$ 1,666.50	\$ 3,102.32	\$ 20,367.68	13.22
	FUNC 43209 225 RAMSBURG LANE ANIMAL SHELTER						
3310	PROFESSIONAL SERVICES	\$ 9,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 9,000.00	0.00
3320	MAINTENANCE SERVICE CONTRACTS	\$ 850.00	\$ 0.00	\$ 513.00	\$ 513.00	\$ 337.00	60.35
5110	ELECTRICAL SERVICES	\$ 4,750.00	\$ 0.00	\$ 662.64	\$ 662.64	\$ 4,087.36	13.95
5120	HEATING SERVICES	\$ 6,850.00	\$ 0.00	\$ 94.79	\$ 94.79	\$ 6,755.21	1.38
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	\$ 0.00	\$ 2,000.00	0.00
43209	225 RAMSBURG LANE ANIMAL SHELTER	\$ 23,950.00	\$ 0.00	\$ 1,270.43	\$ 1,270.43	\$ 22,679.57	5.30
	FUNC 43210 524 WESTWOOD RD						
3310	REPAIR & MAINTENANCE	\$ 1,400.00	\$ 0.00	\$ 180.00	\$ 180.00	\$ 1,220.00	12.86
3320	MAINTENANCE SERVICE CONTRACTS	\$ 400.00	\$ 0.00	\$ 190.00	\$ 190.00	\$ 210.00	47.50
5110	ELECTRICAL SERVICES	\$ 1,662.00	\$ 0.00	\$ 130.95	\$ 130.95	\$ 1,531.05	7.88
5120	HEATING SERVICES	\$ 1,800.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,800.00	0.00
6007	REPAIR AND MAINT SUPPLIES	\$ 300.00	\$ 0.00	\$ 13.99	\$ 13.99	\$ 286.01	4.66
43210	524 WESTWOOD RD	\$ 5,562.00	\$ 0.00	\$ 514.94	\$ 514.94	\$ 5,047.06	9.26
	FUNC 43211 225 AL SMITH CIR REC CENTER						
3310	REPAIR & MAINTENANCE	\$ 10,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 10,000.00	0.00
3320	MAINTENANCE SERVICE CONTRACTS	\$ 1,500.00	\$ 0.00	\$ 209.00	\$ 209.00	\$ 1,291.00	13.93
5110	ELECTRICAL SERVICES	\$ 20,900.00	\$ 0.00	\$ 2,367.00	\$ 2,367.00	\$ 18,533.00	11.33
5120	HEATING SERVICES	\$ 4,670.00	\$ 0.00	\$ 0.00	\$ 160.88	\$ 4,509.12	3.44
5130	WATER & SEWER SERVICES	\$ 2,115.00	\$ 0.00	\$ 187.00	\$ 187.00	\$ 1,928.00	8.84
6007	REPAIR AND MAINT SUPPLIES	\$ 3,200.00	\$ 0.00	\$ 33.84	\$ 33.84	\$ 3,166.16	1.06
43211	225 AL SMITH CIR REC CENTER	\$ 42,385.00	\$ 0.00	\$ 2,796.84	\$ 2,957.72	\$ 39,427.28	6.98
	FUNC 43212 225 AL SMITH CIR PARK OFFICE/GROUNDS						
3310	REPAIR & MAINTENANCE	\$ 7,500.00	\$ 0.00	\$ 75.00	\$ 150.00	\$ 7,350.00	2.00
5110	ELECTRICAL SERVICES	\$ 7,020.00	\$ 0.00	\$ 307.36	\$ 307.36	\$ 6,712.64	4.38
5130	WATER & SEWER SERVICES	\$ 2,313.00	\$ 0.00	\$ 292.00	\$ 292.00	\$ 2,021.00	12.62

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6007	REPAIR AND MAINT SUPPLIES	\$ 7,800.00	\$ 0.00	\$ 134.12	\$ 503.26	\$ 7,296.74	6.45	
43212	225 AL SMITH CIR PARK OFFICE/GRO	\$ 24,633.00	\$ 0.00	\$ 808.48	\$ 1,252.62	\$ 23,380.38	5.09	
	FUNC 43213 225 AL SMITH CIR POOL							
3310	REPAIR & MAINTENANCE	\$ 1,500.00	\$ 0.00	\$ 375.00	\$ 375.00	\$ 1,125.00	25.00	
5110	ELECTRICAL SERVICES	\$ 4,410.00	\$ 0.00	\$ 1,328.70	\$ 1,328.70	\$ 3,081.30	30.13	
5130	WATER & SEWER SERVICES	\$ 9,800.00	\$ 0.00	\$ 2,950.00	\$ 2,950.00	\$ 6,850.00	30.10	
6007	REPAIR AND MAINT SUPPLIES	\$ 1,000.00	\$ 0.00	\$ 30.00	\$ 30.00	\$ 970.00	3.00	
43213	225 AL SMITH CIR POOL	\$ 16,710.00	\$ 0.00	\$ 4,683.70	\$ 4,683.70	\$ 12,026.30	28.03	
	FUNC 43214 225 AL SMITH CIR BASEBALL							
5110	ELECTRICAL SERVICES	\$ 1,420.00	\$ 0.00	\$ 176.19	\$ 176.19	\$ 1,243.81	12.41	
6007	REPAIR AND MAINT SUPPLIES	\$ 10,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 10,000.00	0.00	
43214	225 AL SMITH CIR BASEBALL	\$ 11,420.00	\$ 0.00	\$ 176.19	\$ 176.19	\$ 11,243.81	1.54	
	FUNC 43215 225 AL SMITH CIR SOCCER							
3310	REPAIR & MAINTENANCE	\$ 750.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 750.00	0.00	
5110	ELECTRICAL SERVICES	\$ 650.00	\$ 0.00	\$ 46.91	\$ 46.91	\$ 603.09	7.22	
6007	REPAIR AND MAINT SUPPLIES	\$ 4,500.00	\$ 0.00	\$ 637.20	\$ 637.20	\$ 3,862.80	14.16	
43215	225 AL SMITH CIR SOCCER	\$ 5,900.00	\$ 0.00	\$ 684.11	\$ 684.11	\$ 5,215.89	11.60	
	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	\$ 0.00	\$ 0.00	\$ 1,500.00	0.00	
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	\$ 0.00	\$ 250.00	0.00	
43236	36 E MAIN ST	\$ 2,275.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,275.00	0.00	
	FUNC 43237 311 E MAIN ST							
3310	REPAIR & MAINTENANCE	\$ 5,540.00	\$ 0.00	\$ 324.13	\$ 564.13	\$ 4,975.87	10.18	
3320	MAINTENANCE SERVICE CONTRACTS	\$ 1,900.00	\$ 0.00	\$ 304.00	\$ 1,700.80	\$ 199.20	89.52	
5110	ELECTRICAL SERVICES	\$ 8,250.00	\$ 0.00	\$ 755.13	\$ 755.13	\$ 9,005.13	-9.15	
5130	WATER & SEWER SERVICES	\$ 870.00	\$ 0.00	\$ 75.00	\$ 75.00	\$ 795.00	8.62	
6007	REPAIR AND MAINT SUPPLIES	\$ 2,750.00	\$ 0.00	\$ 7.99	\$ 7.99	\$ 2,742.01	0.29	
43237	311 E MAIN ST	\$ 19,310.00	\$ 0.00	\$ 44.01	\$ 1,592.79	\$ 17,717.21	8.25	
	FUNC 51100 LOCAL HEALTH DEPARTMENT							
5610	CIVIC CONTRIBUTIONS	\$ 205,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 205,000.00	0.00	
	FUNC 51200 OUR HEALTH							
5699	CIVIC CONTRIBUTIONS	\$ 5,000.00	\$ 0.00	\$ 0.00	\$ 5,000.00	\$ 0.00	100.00	
	FUNC 52500 NORTHWESTERN COMMUNITY SERVICES							
5620	CIVIC CONTRIBUTIONS	\$ 85,000.00	\$ 0.00	\$ 0.00	\$ 21,250.00	\$ 63,750.00	25.00	
	FUNC 52800 CONCERN HOTLINE							
5699	CIVIC CONTRIBUTIONS	\$ 750.00	\$ 0.00	\$ 0.00	\$ 750.00	\$ 0.00	100.00	
	FUNC 52900 NW WORKS							
5699	CIVIC CONTRIBUTIONS	\$ 750.00	\$ 0.00	\$ 0.00	\$ 750.00	\$ 0.00	100.00	
	FUNC 53230 SHENANDOAH AREA AGENCY ON AGING							
5699	CIVIC CONTRIBUTIONS	\$ 40,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 40,000.00	0.00	
	FUNC 53240 LOUDOUN TRANSIT SERVICE							
5699	CIVIC CONTRIBUTIONS	\$ 19,302.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 19,302.00	0.00	
	FUNC 53500 THE LAUREL CENTER (SHELTER FOR ABUSED WOMEN)							
5699	CIVIC CONTRIBUTIONS	\$ 2,000.00	\$ 0.00	\$ 2,000.00	\$ 2,000.00	\$ 0.00	100.00	

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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	\$ 4,383.50	\$ 13,150.50	25.00
	FUNC 71100 PARKS ADMINISTRATION						
1100	SALARIES - REGULAR	\$ 232,243.00	\$ 193,535.84	\$ 19,353.58	\$ 38,707.16	\$ 0.00	100.00
1300	SALARIES - PART TIME	\$ 16,020.00	\$ 0.00	\$ 1,431.00	\$ 2,751.75	\$ 13,268.25	17.18
2100	FICA	\$ 19,316.00	\$ 12,970.93	\$ 1,406.54	\$ 2,804.66	\$ 3,540.41	81.67
2210	VSRS - PLANS 1 AND 2	\$ 25,222.00	\$ 21,018.00	\$ 2,101.79	\$ 4,203.58	\$ 0.42	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 36,032.00	\$ 30,011.30	\$ 3,001.13	\$ 6,002.26	\$ 18.44	99.95
2400	LIFE INSURANCE	\$ 3,066.00	\$ 2,457.91	\$ 245.79	\$ 491.58	\$ 116.51	96.20
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	\$ 0.00	\$ 3,500.00	0.00
3320	MAINTENANCE SERVICE CONTRACT	\$ 6,156.00	\$ 2,623.17	\$ 141.63	\$ 141.63	\$ 3,391.20	44.91
3500	PRINTING AND BINDING	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00
3600	ADVERTISING	\$ 885.00	\$ 0.00	\$ 250.00	\$ 250.00	\$ 635.00	28.25
5210	POSTAL SERVICES	\$ 5,590.00	\$ 0.00	\$ 0.00	\$ 220.00	\$ 5,370.00	3.94
5230	TELECOMMUNICATIONS	\$ 2,000.00	\$ 0.00	\$ 52.35	\$ 104.88	\$ 1,895.12	5.24
5400	LEASES AND RENTALS	\$ 530.00	\$ 0.00	\$ 191.27	\$ 191.27	\$ 338.73	36.09
5540	TRAVEL CONVENTION & EDUCATION	\$ 2,274.00	\$ 0.00	\$ 0.00	\$ 500.00	\$ 1,774.00	21.99
5810	DUES,SUBSCRIPTIONS & MEMBERSHIPS	\$ 1,800.00	\$ 0.00	\$ 521.00	\$ 521.00	\$ 1,279.00	28.94
6001	OFFICE SUPPLIES	\$ 2,500.00	\$ 0.00	\$ 87.42	\$ 225.42	\$ 2,274.58	9.02
6003	SUPPLIES - AGRICULTURAL	\$ 800.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 800.00	0.00
6008	VEHICLE AND EQUIPMENT FUEL	\$ 1,400.00	\$ 0.00	\$ 34.17	\$ 81.40	\$ 1,318.60	5.81
6011	UNIFORM AND WEARING APPAREL	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00
6013	SUPPLIES - EDUCATIONAL AND REC	\$ 1,010.00	\$ 1,012.56	\$ 0.00	\$ 0.00	\$ 2.56	100.25
6014	OTHER OPERATING SUPPLIES	\$ 1,856.00	\$ 0.00	\$ 189.05	\$ 988.29	\$ 867.71	53.25
71100	PARKS ADMINISTRATION	\$ 370,950.00	\$ 263,629.71	\$ 29,006.72	\$ 68,054.90	\$ 39,265.39	89.41
	FUNC 71310 CLARKE COUNTY RECREATION CENTER						
1100	SALARIES - REGULAR	\$ 43,210.00	\$ 36,008.34	\$ 3,600.83	\$ 7,201.66	\$ 0.00	100.00
1300	SALARIES - PART TIME	\$ 29,300.00	\$ 0.00	\$ 1,410.57	\$ 3,340.95	\$ 25,959.05	11.40
2100	FICA	\$ 5,972.00	\$ 2,724.45	\$ 380.37	\$ 800.51	\$ 2,447.04	59.02
2210	VSRS - PLANS 1 AND 2	\$ 4,693.00	\$ 3,910.51	\$ 391.05	\$ 782.10	\$ 0.39	99.99
2300	HEALTH INSURANCE BENEFITS	\$ 5,825.00	\$ 4,851.30	\$ 485.13	\$ 970.26	\$ 3.44	99.94
2400	LIFE INSURANCE	\$ 570.00	\$ 457.31	\$ 45.73	\$ 91.46	\$ 21.23	96.28
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	\$ 0.00	\$ 200.00	0.00
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	\$ 14.84	\$ 1,285.16	1.14
6013	SUPPLIES - EDUCATIONAL AND REC	\$ 2,590.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,590.00	0.00
6014	OTHER OPERATING SUPPLIES	\$ 4,200.00	\$ 0.00	\$ 55.37	\$ 92.63	\$ 4,107.37	2.21
6015	MERCHANDISE FOR RESALE	\$ 5,000.00	\$ 0.00	\$ 22.94	\$ 90.26	\$ 4,909.74	1.81
71310	CLARKE COUNTY RECREATION CENTER	\$ 103,870.00	\$ 47,951.91	\$ 6,391.99	\$ 13,384.67	\$ 42,533.42	59.05
	FUNC 71320 SWIMMING POOL						
1300	SALARIES - PART TIME	\$ 60,251.00	\$ 0.00	\$ 17,684.07	\$ 37,725.07	\$ 22,525.93	62.61
2100	FICA	\$ 4,610.00	\$ 0.00	\$ 1,352.83	\$ 2,885.90	\$ 1,724.10	62.60
3100	PROFESSIONAL SERVICES	\$ 2,900.00	\$ 0.00	\$ 335.00	\$ 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	\$ 950.00	\$ 950.00	\$ 775.00	55.07
5830	REFUNDS	\$ 500.00	\$ 0.00	\$ 28.00	\$ 28.00	\$ 472.00	5.60
6011	UNIFORM AND WEARING APPAREL	\$ 1,143.00	\$ 0.00	\$ 23.94	\$ 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	\$ 329.35	\$ 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	\$ 1,596.55	\$ 8,018.45	27.11
71320	SWIMMING POOL	\$ 87,958.00	\$ 1,385.00	\$ 20,703.19	\$ 44,189.10	\$ 42,383.90	51.81

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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	Expenditures AUGUST	Expenditures Year-to-Date	Available Balance	Percent Used

	FUNC 71330 CONCESSION STAND							
1300	SALARIES - PART TIME	\$ 5,290.00	\$ 0.00	\$ 952.63	\$ 952.63	\$ 1,605.13	\$ 3,684.87	30.34
2100	FICA	\$ 513.00	\$ 0.00	\$ 72.86	\$ 72.86	\$ 122.77	\$ 390.23	23.93
6001	OFFICE SUPPLIES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
6015	MERCHANDISE FOR RESALE	\$ 10,097.00	\$ 0.00	\$ 1,340.24	\$ 1,340.24	\$ 3,451.40	\$ 6,645.60	34.18

71330	CONCESSION STAND	\$ 16,000.00	\$ 0.00	\$ 2,365.73	\$ 2,365.73	\$ 5,179.30	\$ 10,820.70	32.37

	FUNC 71350 PROGRAMS							
1100	SALARIES - REGULAR	\$ 31,641.00	\$ 26,367.50	\$ 2,636.75	\$ 2,636.75	\$ 5,273.50	\$ 0.00	100.00
1300	SALARIES - PART TIME	\$ 94,500.00	\$ 0.00	\$ 14,897.94	\$ 14,897.94	\$ 28,918.27	\$ 65,581.73	30.60
2100	FICA	\$ 9,650.00	\$ 1,788.68	\$ 1,318.52	\$ 1,318.52	\$ 2,569.90	\$ 5,291.42	45.17
2210	VSRS - PLANS 1 AND 2	\$ 3,436.00	\$ 2,863.51	\$ 286.35	\$ 286.35	\$ 572.70	\$ 0.21	100.01
2300	HOSPITAL/MEDICAL PLANS	\$ 5,825.00	\$ 4,851.30	\$ 485.13	\$ 485.13	\$ 970.26	\$ 3.44	99.94
2400	LIFE INSURANCE	\$ 418.00	\$ 334.86	\$ 33.49	\$ 33.49	\$ 66.98	\$ 16.16	96.13
2700	WORKER'S COMPENSATION	\$ 750.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 750.00	0.00
3100	PROFESSIONAL SERVICES	\$ 56,000.00	\$ 14,190.09	\$ 4,682.45	\$ 4,682.45	\$ 12,949.41	\$ 28,860.50	48.46
3500	PRINTING AND BINDING	\$ 7,000.00	\$ 3,130.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,870.00	44.71
3600	ADVERTISING	\$ 1,700.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,700.00	0.00
5210	POSTAL SERVICES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
5400	LEASES AND RENTALS	\$ 1,000.00	\$ 0.00	\$ 75.00	\$ 75.00	\$ 75.00	\$ 925.00	7.50
5540	TRAVEL CONVENTION & EDUCATION	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
5560	GROUP TRIPS	\$ 5,000.00	\$ 0.00	\$ 1,470.00	\$ 1,470.00	\$ 1,875.00	\$ 3,125.00	37.50
5810	DUES,SUBSCRIPTIONS & MEMBERSHIPS	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	\$ 300.00	40.00
5830	REFUNDS	\$ 7,500.00	\$ 0.00	\$ 479.00	\$ 479.00	\$ 553.00	\$ 6,947.00	7.37
6001	OFFICE SUPPLIES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
6002	SUPPLIES - FOOD	\$ 7,000.00	\$ 0.00	\$ 707.22	\$ 707.22	\$ 994.58	\$ 6,005.42	14.21
6011	UNIFORM AND WEARING APPAREL	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,000.00	0.00
6013	SUPPLIES - EDUCATIONAL AND REC	\$ 6,500.00	\$ 0.00	\$ 724.36	\$ 724.36	\$ 1,002.43	\$ 5,497.57	15.42
6014	OTHER OPERATING SUPPLIES	\$ 2,000.00	\$ 0.00	\$ 71.45	\$ 71.45	\$ 142.50	\$ 1,857.50	7.12
6015	MERCHANDISE FOR RESALE	\$ 6,000.00	\$ 2,002.00	\$ 1,658.00	\$ 1,658.00	\$ 1,658.00	\$ 2,340.00	61.00

71350	PROGRAMS	\$ 249,120.00	\$ 55,527.94	\$ 29,525.66	\$ 29,525.66	\$ 57,821.53	\$ 135,770.53	45.50

	FUNC 72600 VIRGINIA COMMISSION FOR THE ARTS							
5699	CIVIC CONTRIBUTIONS	\$ 10,000.00	\$ 0.00	\$ 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	\$ 0.00	\$ 46,250.00	\$ 138,750.00	25.00

	FUNC 81110 PLANNING ADMINISTRATION							
1100	SALARIES - REGULAR	\$ 229,603.00	\$ 191,335.82	\$ 19,133.60	\$ 19,133.60	\$ 38,267.20	\$ 0.02	100.00
2100	FICA	\$ 17,565.00	\$ 14,574.55	\$ 1,457.45	\$ 1,457.45	\$ 2,914.90	\$ 75.55	99.57
2210	VSRS - PLANS 1 AND 2	\$ 24,935.00	\$ 20,779.07	\$ 2,077.91	\$ 2,077.91	\$ 4,155.82	\$ 0.11	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 20,388.00	\$ 16,979.55	\$ 1,697.96	\$ 1,697.96	\$ 3,395.92	\$ 12.53	99.94
2400	LIFE INSURANCE	\$ 3,031.00	\$ 2,429.96	\$ 243.00	\$ 243.00	\$ 486.00	\$ 115.04	96.20
2700	WORKER'S COMPENSATION	\$ 3,650.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 4,937.52	\$ 1,287.52	135.27
3100	PROFESSIONAL SERVICES	\$ 20,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 20,000.00	0.00
3140	ENGINEERING & ARCHITECTURAL	\$ 3,000.00	\$ 0.00	\$ 330.00	\$ 330.00	\$ 1,117.50	\$ 1,882.50	37.25
3320	MAINTENANCE SERVICE CONTRACT	\$ 700.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 700.00	0.00
3500	PRINTING AND BINDING	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,000.00	0.00
3600	ADVERTISING	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,000.00	0.00
5210	POSTAL SERVICES	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,500.00	0.00
5230	TELECOMMUNICATIONS	\$ 400.00	\$ 0.00	\$ 16.60	\$ 16.60	\$ 33.20	\$ 366.80	8.30
5510	TRAVEL MILEAGE	\$ 2,000.00	\$ 0.00	\$ 145.60	\$ 145.60	\$ 183.12	\$ 1,816.88	9.16
5540	TRAVEL CONVENTION & EDUCATION	\$ 1,500.00	\$ 0.00	\$ 12.00	\$ 12.00	\$ 12.00	\$ 1,488.00	0.80
5810	DUES,SUBSCRIPTIONS & MEMBERSHIPS	\$ 750.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 750.00	0.00
6001	OFFICE SUPPLIES	\$ 2,500.00	\$ 0.00	\$ 211.30	\$ 211.30	\$ 231.01	\$ 2,268.99	9.24
6012	SUPPLIES - BOOKS AND SUBSCRIPTI	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00

81110	PLANNING ADMINISTRATION	\$ 337,522.00	\$ 246,098.95	\$ 25,325.42	\$ 25,325.42	\$ 55,734.19	\$ 35,688.86	89.43

	FUNC 81300 HELP WITH HOUSING							
5699	CIVIC CONTRIBUTIONS	\$ 5,400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 5,400.00	\$ 0.00	100.00

	FUNC 81400 BOARD OF ZONING APPEALS							
1300	SALARIES - PART TIME	\$ 250.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 250.00	0.00

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2100	FICA	\$ 20.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 20.00	0.00
3100	PROFESSIONAL SERVICES	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,000.00	0.00
3160	BOARD MEMBER FEES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
3600	ADVERTISING	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
5210	POSTAL SERVICES	\$ 50.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 50.00	0.00
5810	DUES,SUBSCRIPTIONS & MEMBERSHIPS	\$ 150.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 150.00	0.00
81400	BOARD OF ZONING APPEALS	\$ 3,470.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,470.00	0.00
	FUNC 81510 OFFICE OF ECONOMIC DEVELOPMENT							
1100	SALARIES - REGULAR	\$ 33,109.00	\$ 27,590.85	\$ 2,759.07	\$ 5,518.14	\$ 0.01	100.00	
2100	FICA	\$ 2,533.00	\$ 2,135.11	\$ 213.51	\$ 427.02	\$ 29.13	101.15	
2210	VSRS - PLANS 1 AND 2	\$ 3,596.00	\$ 2,996.37	\$ 299.63	\$ 599.26	\$ 0.37	99.99	
2300	HOSPITAL/MEDICAL PLANS	\$ 2,913.00	\$ 2,425.66	\$ 242.56	\$ 485.12	\$ 2.22	99.92	
2400	LIFE INSURANCE	\$ 437.00	\$ 350.40	\$ 35.04	\$ 70.08	\$ 16.52	96.22	
3100	PROFESSIONAL SERVICES	\$ 61,600.00	\$ 0.00	\$ 850.00	\$ 850.00	\$ 60,750.00	1.38	
3500	PRINTING AND BINDING	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00	
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	\$ 105,938.00	\$ 35,498.39	\$ 4,399.81	\$ 7,949.62	\$ 62,489.99	41.01	
	FUNC 81520 BERRYVILLE DEVELOPMENT AUTHORITY							
3100	PROFESSIONAL SERVICES	\$ 4,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 4,500.00	0.00	
3160	BOARD MEMBER FEES	\$ 1,000.00	\$ 0.00	\$ 75.00	\$ 75.00	\$ 925.00	7.50	
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	\$ 75.00	\$ 75.00	\$ 6,025.00	1.23	
	FUNC 81530 SMALL BUSINESS DEVELOPMENT CENTER							
5699	CIVIC CONTRIBUTIONS	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 1,500.00	\$ 0.00	100.00	
	FUNC 81540 BLANDY EXPERIMENTAL FARM							
5699	CIVIC CONTRIBUTIONS	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 3,000.00	\$ 0.00	100.00	
	FUNC 81600 PLANNING COMMISSION							
1300	SALARIES - PART TIME	\$ 500.00	\$ 0.00	\$ 0.00	\$ 100.00	\$ 400.00	20.00	
2100	FICA	\$ 39.00	\$ 0.00	\$ 0.00	\$ 7.65	\$ 31.35	19.62	
3100	PROFESSIONAL SERVICES	\$ 8,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 8,000.00	0.00	
3160	BOARD MEMBER FEES	\$ 10,000.00	\$ 0.00	\$ 0.00	\$ 750.00	\$ 9,250.00	7.50	
3600	ADVERTISING	\$ 600.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 600.00	0.00	
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	\$ 0.00	\$ 857.65	\$ 19,142.35	4.29	
	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	\$ 150.00	\$ 150.00	\$ 50.00	75.00	
3600	ADVERTISING	\$ 484.00	\$ 0.00	\$ 257.40	\$ 257.40	\$ 226.60	53.18	
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	\$ 407.40	\$ 407.40	\$ 592.60	40.74	
	FUNC 81800 HISTORIC PRESERVATION COMMISSION							
3100	PROFESSIONAL SERVICES	\$ 27,350.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 27,350.00	0.00	
3160	BOARD MEMBER FEES	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00	
3600	ADVERTISING	\$ 250.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 250.00	0.00	
5210	POSTAL SERVICES	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00	
5540	TRAVEL CONVENTION & EDUCATION	\$ 350.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 350.00	0.00	
81800	HISTORIC PRESERVATION COMMISSION	\$ 29,150.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 29,150.00	0.00	

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5699	FUNC 81910 NORTHERN SHENANDOAH VALLEY REGIONAL COMM CIVIC CONTRIBUTIONS	\$ 5,776.00	\$ 0.00	\$ 0.00	\$ 5,776.22	\$ 0.22	100.00
5699	FUNC 81920 REGIONAL AIRPORT AUTHORITY CIVIC CONTRIBUTIONS	\$ 2,500.00	\$ 0.00	\$ 625.00	\$ 625.00	\$ 1,875.00	25.00
5699	FUNC 82200 FRIENDS OF THE SHENANDOAH CIVIC CONTRIBUTIONS	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 3,000.00	\$ 0.00	100.00
3000	FUNC 82210 WATER QUALITY MANAGEMENT PURCHASED SERVICES	\$ 30,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 30,000.00	0.00
5699	FUNC 82400 LORD FAIRFAX SOIL AND WATER CONSERV CIVIC CONTRIBUTIONS	\$ 5,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 5,000.00	0.00
1300	FUNC 82600 BIO-SOLIDS APPLICATION SALARIES - PART TIME	\$ 12,228.00	\$ 0.00	\$ 687.50	\$ 1,612.50	\$ 10,615.50	13.19
2100	FICA	\$ 936.00	\$ 0.00	\$ 52.59	\$ 123.35	\$ 812.65	13.18
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	\$ 226.80	\$ 226.80	\$ 1,820.20	11.08
82600	BIO-SOLIDS APPLICATION	\$ 15,761.00	\$ 0.00	\$ 966.89	\$ 2,099.98	\$ 13,661.02	13.32
3100	FUNC 83100 COOPERATIVE EXTENSION PROFESSIONAL SERVICES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
3320	MAINTENANCE SERVICE CONTRACTS	\$ 300.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 300.00	0.00
3841	VPI EXTENSION AGENT	\$ 37,036.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 37,036.00	0.00
5210	POSTAGE	\$ 64.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 64.00	0.00
5230	TELECOMMUNICATIONS	\$ 500.00	\$ 0.00	\$ 6.64	\$ 13.28	\$ 486.72	2.66
6014	OTHER OPERATING SUPPLIES	\$ 2,000.00	\$ 0.00	\$ 190.00	\$ 207.55	\$ 1,792.45	10.38
83100	COOPERATIVE EXTENSION	\$ 40,000.00	\$ 0.00	\$ 196.64	\$ 220.83	\$ 39,779.17	0.55
5699	FUNC 83400 4-H CENTER CIVIC CONTRIBUTIONS	\$ 2,300.00	\$ 0.00	\$ 0.00	\$ 2,300.00	\$ 0.00	100.00
1000	FUNC 91600 CONTINGENCIES PERSONNEL	\$ 165,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 165,000.00	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
91600	CONTINGENCIES	\$ 212,150.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 212,150.00	0.00
000	NON-CATEGORICAL	\$ 8,894,143.00	\$ 3,880,028.64	\$ 581,914.47	\$ 1,619,155.68	\$ 3,394,958.68	61.83
PJT 111 E911							
5230	FUNC 35610 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							
1100	FUNC 22100 COMMONWEALTH'S ATTORNEY SALARIES - REGULAR	\$ 26,877.00	\$ 21,547.47	\$ 2,154.75	\$ 4,309.50	\$ 1,020.03	96.20
1300	SALARIES - PART TIME	\$ 8,362.00	\$ 6,968.34	\$ 696.82	\$ 1,393.64	\$ 0.02	100.00
2100	FICA	\$ 2,696.00	\$ 498.73	\$ 52.61	\$ 105.22	\$ 2,092.05	22.40
2210	VRS - PLANS 1 AND 2	\$ 1,013.00	\$ 756.76	\$ 75.68	\$ 151.36	\$ 104.88	89.65
2300	HEALTH INSURANCE	\$ 1,408.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,408.00	0.00
2400	LIFE INSURANCE	\$ 123.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 123.00	0.00

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22100	COMMONWEALTH'S ATTORNEY	\$ 40,479.00	\$ 29,771.30	\$ 2,979.86	\$ 5,959.72	\$ 4,747.98	88.27	
126	V-STOP GRANT	\$ 40,479.00	\$ 29,771.30	\$ 2,979.86	\$ 5,959.72	\$ 4,747.98	88.27	
PJT 140 RAIN BARREL PARTNERSHIP - INTERSTATE COMMISSION ON								
FUNC 81110 PLANNING ADMINISTRATION								
6000	MATERIALS AND SUPPLIES	\$ 1,080.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,080.00	0.00	
PJT 402 DMV SELECTIVE ENFORCEMENT-ALCOHOL								
FUNC 31200 SHERIFF								
1300	SALARIES - PART TIME	\$ 8,360.00	\$ 0.00	\$ 412.70	\$ 924.60	\$ 7,435.40	11.06	
2100	FICA	\$ 640.00	\$ 0.00	\$ 31.57	\$ 70.73	\$ 569.27	11.05	
31200	SHERIFF	\$ 9,000.00	\$ 0.00	\$ 444.27	\$ 995.33	\$ 8,004.67	11.06	
402	DMV SELECTIVE ENFORCEMENT-ALCOHO	\$ 9,000.00	\$ 0.00	\$ 444.27	\$ 995.33	\$ 8,004.67	11.06	
PJT 403 DMV SELECTIVE ENFORCEMENT-SPEED								
FUNC 31200 SHERIFF								
1200	OVERTIME	\$ 0.00	\$ 0.00	\$ 384.65	\$ 384.65	\$ 384.65	100.00	
2100	FICA	\$ 0.00	\$ 0.00	\$ 29.41	\$ 29.41	\$ 29.41	100.00	
31200	SHERIFF	\$ 0.00	\$ 0.00	\$ 414.06	\$ 414.06	\$ 414.06	100.00	
403	DMV SELECTIVE ENFORCEMENT-SPEED	\$ 0.00	\$ 0.00	\$ 414.06	\$ 414.06	\$ 414.06	100.00	
PJT 410 ICAC TASK FORCE GRANT								
FUNC 31200 SHERIFF								
6000	MATERIALS AND SUPPLIES	\$ 0.00	\$ 2,056.00	\$ 0.00	\$ 0.00	\$ 2,056.00	100.00	
PJT 602 DOJ VEST GRANT								
FUNC 31200 SHERIFF								
6010	POLICE SUPPLIES	\$ 0.00	\$ 3,960.00	\$ 0.00	\$ 0.00	\$ 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	
1300	SALARIES - PART TIME	\$ 0.00	\$ 0.00	\$ 236.13	\$ 1,942.28	\$ 1,942.28	100.00	
2100	FICA	\$ 136.00	\$ 0.00	\$ 18.06	\$ 146.99	\$ 10.99	108.08	
31200	SHERIFF	\$ 1,906.00	\$ 0.00	\$ 254.19	\$ 2,089.27	\$ 183.27	109.62	
605	DOJ LOCAL LAW ENFORCEMENT BLOCK	\$ 1,906.00	\$ 0.00	\$ 254.19	\$ 2,089.27	\$ 183.27	109.62	
100	GENERAL FUND	\$ 8,985,892.00	\$ 3,915,815.94	\$ 586,006.85	\$ 1,628,614.06	\$ 3,441,462.00	61.70	

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=====						
Fiscal Year: 2014						
EXPENDITURES						
DEFINITION TYPE 0						
100-000-11010-5230			TELECOMMUNICATIONS			
VENDOR: 4	TREASURER OF VIRGINIA POST YEAR	T275368	JUNE 2014	6333	08/15/2014 \$	1.83
100-000-12110-5230			TELECOMMUNICATIONS			
VENDOR: 11	TREASURER OF VIRGINIA POST YEAR	T275368	JUNE 2014	6333	08/15/2014 \$	13.14
100-000-12310-3100			PROFESSIONAL SERVICES			
VENDOR: 1	CINTAS CORP. POST YEAR	8401331751	SERVICE	6395	08/29/2014 \$	23.59
100-000-12310-5230			TELECOMMUNICATIONS			
VENDOR: 9	TREASURER OF VIRGINIA POST YEAR	T275368	JUNE 2014	6333	08/15/2014 \$	1.19
100-000-12410-5230			TELECOMMUNICATIONS			
VENDOR: 25	TREASURER OF VIRGINIA POST YEAR	T275368	JUNE 2014	6333	08/15/2014 \$	2.79
100-000-12510-5230			TELECOMMUNICATIONS			
VENDOR: 16	TREASURER OF VIRGINIA POST YEAR	T275368	JUNE 2014	6333	08/15/2014 \$	766.76
100-000-13100-6000			MATERIAL AND SUPPLIES			
VENDOR: 2	WALMART COMMUNITY/GEGRB POST YEAR	10149533-07/22C	MOVE TO FY14	80433	08/15/2014 \$	70.22
100-000-13200-5230			TELECOMMUNICATIONS			
VENDOR: 22	TREASURER OF VIRGINIA POST YEAR	T275368	JUNE 2014	6333	08/15/2014 \$	6.13
100-000-21200-5230			TELECOMMUNICATIONS			
VENDOR: 15	TREASURER OF VIRGINIA POST YEAR	T275368	JUNE 2014	6333	08/15/2014 \$	112.81
100-000-21300-5230			TELECOMMUNICATIONS			
VENDOR: 1	COUNTY OF FREDERICK, VIRGINIA POST YEAR	ACCT 9 07/17	MAGISTRATE TELECOMM	6330	08/15/2014 \$	24.17
100-000-21500-5230			TELECOMMUNICATIONS			
VENDOR: 17	TREASURER OF VIRGINIA POST YEAR	T275368	JUNE 2014	6333	08/15/2014 \$	6.62
100-000-21600-5230			TELECOMMUNICATIONS			
VENDOR: 8	TREASURER OF VIRGINIA POST YEAR	T275368	JUNE 2014	6333	08/15/2014 \$	7.69
100-000-21900-5230			TELECOMMUNICATIONS			
VENDOR: 26	TREASURER OF VIRGINIA POST YEAR	T275368	JUNE 2014	6333	08/15/2014 \$	10.83

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100-000-22100-5230			TELECOMMUNICATIONS			
VENDOR: TREASURER OF VIRGINIA						
10	POST YEAR	T275368	JUNE 2014	6333	08/15/2014 \$	8.52
100-000-31200-5230			TELECOMMUNICATIONS			
VENDOR: TREASURER OF VIRGINIA						
23	POST YEAR	T275368	JUNE 2014	6333	08/15/2014 \$	15.27
100-000-32100-5230			TELECOMMUNICATIONS			
VENDOR: TREASURER OF VIRGINIA						
12	POST YEAR	T275368	JUNE 2014	6333	08/15/2014 \$	4.64
100-000-33300-5230			TELECOMMUNICATIONS			
VENDOR: TREASURER OF VIRGINIA						
21	POST YEAR	T275368	JUNE 2014	6333	08/15/2014 \$	4.86
100-000-34100-5230			TELECOMMUNICATIONS			
VENDOR: TREASURER OF VIRGINIA						
5	POST YEAR	T275368	JUNE 2014	6333	08/15/2014 \$	4.93
100-000-35100-3100			PROFESSIONAL SERVICES			
VENDOR: ROSEVILLE VET HOSP/PLAZA PET CLINIC						
1	POST YEAR	115055	PROFESSIONAL SERVICES	80401	08/15/2014 \$	277.80
1	POST YEAR	115382	PROFESSIONAL SERVICES	80401	08/15/2014 \$	16.25
1	POST YEAR	115846	PROFESSIONAL SERVICES	80401	08/15/2014 \$	16.25
1	POST YEAR	116525	PROFESSIONAL SERVICES	80401	08/15/2014 \$	28.61
Total for 100-000-35100-3100						\$ 338.91
100-000-35100-5230			TELECOMMUNICATIONS			
VENDOR: TREASURER OF VIRGINIA						
2	POST YEAR	T275368	JUNE 2014	6333	08/15/2014 \$	5.51
100-000-35600-5230			TELECOMMUNICATIONS			
VENDOR: TREASURER OF VIRGINIA						
1	POST YEAR	T275368	JUNE 2014	6333	08/15/2014 \$	675.60
100-000-42400-3840			PURCHASED SERVICES			
VENDOR: COUNTY OF FREDERICK, VIRGINIA						
2	POST YEAR	ACCT 9 07/17	DISPOSAL FEE	6330	08/15/2014 \$	13,191.85
100-000-43200-5230			TELECOMMUNICATIONS			
VENDOR: TREASURER OF VIRGINIA						
3	POST YEAR	T275368	JUNE 2014	6333	08/15/2014 \$	3.57
18	POST YEAR	T275368	JUNE 2014	6333	08/15/2014 \$	4.86
Total for 100-000-43200-5230						\$ 8.43
100-000-43202-3310			REPAIR & MAINTENANCE			
VENDOR: STONEWALL GARAGE DOOR, LLC						
1	POST YEAR	14-1330	COUNTER SHUTTER	80415	08/15/2014 \$	1,744.00
100-000-43202-5110			ELECTRICAL SERVICES			
VENDOR: RAPPAHANNOCK ELEC COMPANY						
4	POST YEAR	1149385761CORRE	MOVE TO FY14	6426	08/29/2014 \$	2,647.78
100-000-43209-3310			PROFESSIONAL SERVICES			
VENDOR: CONSOLIDATED ELECTRIC SERVICE LC						

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1	POST YEAR	24073	TROUBLE SHOOT LIGHTING CIR	80360	08/15/2014 \$	76.00
100-000-43211-3310 REPAIR & MAINTENANCE						
VENDOR: CONSOLIDATED ELECTRIC SERVICE LC						
1	AUGUST	24065	REPLACE TWO LAMPS/CAPACITO	80360	08/15/2014 \$	295.00
VENDOR: RIDDLEBERGER BROS INC						
2	POST YEAR	84630CORRECT	MOVE TO FY14	6359	08/15/2014 \$	879.50
Total for 100-000-43211-3310						\$ 1,174.50
100-000-43212-3310 REPAIR & MAINTENANCE						
VENDOR: CONSOLIDATED ELECTRIC SERVICE LC						
1	POST YEAR	24136	INSTALL THREE NEW RECEPTAC	80360	08/15/2014 \$	436.00
100-000-43237-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
1	POST YEAR	0801388888-0814	313 E MAIN ST 06/10-07/10	6426	08/29/2014 \$	134.75
1	POST YEAR	4980388888-0814	311 E MAIN ST 06/10-07/10	6426	08/29/2014 \$	755.13
2	POST YEAR	4980388888CORRE	MOVE TO FY14	6426	08/29/2014 \$	755.13
Total for 100-000-43237-5110						\$ 1,645.01
100-000-71100-5230 TELECOMMUNICATIONS						
VENDOR: TREASURER OF VIRGINIA						
19	POST YEAR	T275368	JUNE 2014	6333	08/15/2014 \$	17.34
100-000-71320-6014 OTHER OPERATING SUPPLIES						
VENDOR: LOWE'S						
1	POST YEAR	040955-07252014	FOLDING STRAP/CHAISE LNG	80387	08/15/2014 \$	449.29
100-000-71350-5830 REFUNDS						
VENDOR: CARLA NEWMAN						
1	POST YEAR	187244	CANCELED (REFUND)	80392	08/15/2014 \$	50.00
100-000-81110-5230 TELECOMMUNICATIONS						
VENDOR: TREASURER OF VIRGINIA						
20	POST YEAR	T275368	JUNE 2014	6333	08/15/2014 \$	1.76
100-000-83100-5230 TELECOMMUNICATIONS						
VENDOR: TREASURER OF VIRGINIA						
13	POST YEAR	T275368	JUNE 2014	6333	08/15/2014 \$	11.79
TOTAL DEFINITION TYPE 0 :						\$ 23,559.76
TOTAL EXPENDITURES :						\$ 23,559.76
TOTAL for FISCAL YEAR 2014 :						\$ 23,559.76
Fiscal Year: 2015						
EXPENDITURES						
DEFINITION TYPE 0						
100-000-11010-3600 ADVERTISING						
VENDOR: WINCHESTER STAR						
1	AUGUST	1651188-07/14	VOTING DISTRIC	6380	08/15/2014 \$	153.00
100-000-11010-5800 MISCELLANEOUS CHARGES						
VENDOR: BB&T FINANCIAL, FSB						
1	AUGUST	3396-08/08/2014	BLENKO GLASS	80455	08/29/2014 \$	29.00
1	AUGUST	3396-08/08/2014	BLENKO GLASS	80455	08/29/2014 \$	29.00

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Total for 100-000-11010-5800						\$ 80.86
100-000-12110-3100 PROFESSIONAL SERVICES						
VENDOR: SPRINGSTED INC						
1	AUGUST	2661.100 #2	SERVICES THROUGH 07/18	6366	08/15/2014	\$ 2,000.00
1	AUGUST	2661.100 #3	SERVICES THROUGH 07/18	6366	08/15/2014	\$ 5,500.00
Total for 100-000-12110-3100						\$ 7,500.00
100-000-12110-5230 TELECOMMUNICATIONS						
VENDOR: AT&T MOBILITY						
1	AUGUST	208012014	GOVT ADMINISTRATOR	80446	08/29/2014	\$ 47.28
VENDOR: VERIZON						
1	AUGUST	27268895-07/14	JULY 26-AUG 25	80428	08/15/2014	\$ 9.96
Total for 100-000-12110-5230						\$ 57.24
100-000-12110-6008 VEHICLE AND EQUIPMENT FUEL						
VENDOR: MANSFIELD OIL COMPANY						
3	AUGUST	SQLCD/00086751	FUEL PURCHASE 07/16 - 07/3	6417	08/29/2014	\$ 43.21
100-000-12210-3100 PROFESSIONAL SERVICES						
VENDOR: HALL, MONAHAN, ENGLE, MAHAN & MITCHELL						
1	AUGUST	08012014-1	LEGAL SERVICES JULY 2014	6338	08/15/2014	\$ 3,605.75
1	AUGUST	HALL08112014	LEGAL SERVICES JULY	6406	08/29/2014	\$ 667.00
Total for 100-000-12210-3100						\$ 4,272.75
100-000-12310-3100 PROFESSIONAL SERVICES						
VENDOR: CINTAS CORP.						
2	AUGUST	8401331751	SERVICE	6395	08/29/2014	\$ 23.59
100-000-12310-5230 TELECOMMUNICATIONS						
VENDOR: VERIZON						
2	AUGUST	27268895-07/14	JULY 26-AUG 25	80428	08/15/2014	\$ 6.64
100-000-12310-5510 TRAVEL MILEAGE						
VENDOR: PEAKE, DONNA						
1	AUGUST	PEAKE08262014	MILEAGE/JOINT CONF/WEST CE	6424	08/29/2014	\$ 328.72
100-000-12310-5540 TRAVEL CONVENTION & EDUCATION						
VENDOR: PEAKE, DONNA						
2	AUGUST	PEAKE08262014	HOTEL	6424	08/29/2014	\$ 273.32
3	AUGUST	PEAKE08262014	MEALS	6424	08/29/2014	\$ 40.39
Total for 100-000-12310-5540						\$ 313.71
100-000-12310-5810 DUES,SUBSCRIPTIONS & MEMBERSHIPS						
VENDOR: PEAKE, DONNA						
4	AUGUST	PEAKE08262014	REGISTRATION	6424	08/29/2014	\$ 25.00
100-000-12410-3100 PROFESSIONAL SERVICES						
VENDOR: CINTAS CORP.						
1	AUGUST	84013311753	SERVICE	6327	08/15/2014	\$ 23.59
100-000-12410-3190 DMV STOP FEES						
VENDOR: DHV						
1	AUGUST	14212402	STOP PAYMENT FEES	80367	08/15/2014	\$ 60.00

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100-000-12410-5230 TELECOMMUNICATIONS						
VENDOR:	VERIZON					
3	AUGUST	27268895-07/14	JULY 26-AUG 25	80428	08/15/2014 \$	3.32
100-000-12510-3100 PROFESSIONAL SERVICES						
VENDOR:	JUST IN TIME DESIGN					
2	AUGUST	3238	CLARKE COUNTY MAIN WEBSITE	80502	08/29/2014 \$	1,250.00
VENDOR:	MATSCH SYSTEMS					
1	AUGUST	2112	SEPTEMBER 2014	6419	08/29/2014 \$	200.00
Total for 100-000-12510-3100						\$ 1,450.00
100-000-12510-3320 MAINTENANCE SERVICE CONTRACT						
VENDOR:	AVAYA, INC.					
1	AUGUST	2733185016	07/20 - 08/19	6318	08/15/2014 \$	1,249.22
100-000-12510-5230 TELECOMMUNICATIONS						
VENDOR:	AT&T MOBILITY					
8	AUGUST	Z08012014	GOVERNMENT I.T.	80446	08/29/2014 \$	114.56
VENDOR:	COMCAST					
1	AUGUST	31014723	AUG 15 - SEP 14	80466	08/29/2014 \$	850.00
VENDOR:	VERIZON					
1	AUGUST	007176-07/25	JUL 25 - AUG 24	80429	08/15/2014 \$	219.99
4	AUGUST	27268895-07/14	JULY 26-AUG 25	80428	08/15/2014 \$	184.30
Total for 100-000-12510-5230						\$ 1,368.85
100-000-12510-5540 TRAVEL CONVENTION & EDUCATION						
VENDOR:	ROBERT W FULLER					
1	AUGUST	FULLER07232014	MILEAGE	6403	08/29/2014 \$	23.86
VENDOR:	GORDON D RUSSELL					
1	AUGUST	RUSSELL08202014	MILEAGE	6431	08/29/2014 \$	98.56
Total for 100-000-12510-5540						\$ 122.42
100-000-12510-8207 EDP EQUIPMENT ADDITIONS						
VENDOR:	BB&T FINANCIAL, FSB					
5	AUGUST	3396-08/08/2014	SHOWMECABLES	80455	08/29/2014 \$	91.41
6	AUGUST	3396-08/08/2014	AMAZON	80455	08/29/2014 \$	647.95
VENDOR:	DALY COMPUTERS, INC.					
1	AUGUST	PSI0978960	EDP EQUIPMENT ADDITIONS	6398	08/29/2014 \$	1,007.00
Total for 100-000-12510-8207						\$ 1,746.36
100-000-13100-5540 TRAVEL CONVENTION & EDUCATION						
VENDOR:	BB&T FINANCIAL, FSB					
3	AUGUST	0350-08/08/14	HILTON 2 NIGHTS B. BOSSERM	80455	08/29/2014 \$	188.08
4	AUGUST	0350-08/08/14	HILTON 2 NIGHTS DEHAVEN	80455	08/29/2014 \$	188.08
5	AUGUST	0350-08/08/14	HILTON 2 NIGHTS WESTERVELT	80455	08/29/2014 \$	188.08
Total for 100-000-13100-5540						\$ 564.24
100-000-13100-6000 MATERIAL AND SUPPLIES						
VENDOR:	BB&T FINANCIAL, FSB					
3	AUGUST	3396-08/08/2014	BEST BUY	80455	08/29/2014 \$	584.95
VENDOR:	WALMART COMMUNITY/GEGRB					

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2	AUGUST	10149533-07/22	ZIPPER BAGS/SUPPLIES	80433	08/15/2014 \$	70.22
1	AUGUST	10149533-07/22C	MOVE TO FY14	80433	08/15/2014 \$	70.22--
Total for 100-000-13100-6000						\$ 584.95
100-000-13200-5230 TELECOMMUNICATIONS						
VENDOR: AT&T MOBILITY						
10	AUGUST	Z08012014	REGISTRAR	80446	08/29/2014 \$	47.28
VENDOR: VERIZON						
5	AUGUST	27268895-07/14	JULY 26-AUG 25	80428	08/15/2014 \$	3.32
Total for 100-000-13200-5230						\$ 50.60
100-000-21100-3100 PURCHASED SERVICES						
VENDOR: CLARKE COUNTY CIRCUIT COURT						
1	AUGUST	CC 14-1	PUBLIC DEFENDER FEES	80462	08/29/2014 \$	158.00
100-000-21200-5230 TELECOMMUNICATIONS						
VENDOR: VERIZON						
6	AUGUST	27268895-07/14	JULY 26-AUG 25	80428	08/15/2014 \$	44.23
100-000-21500-5230 TELECOMMUNICATIONS						
VENDOR: VERIZON						
7	AUGUST	27268895-07/14	JULY 26-AUG 25	80428	08/15/2014 \$	42.07
100-000-21600-3510 MICROFILMING						
VENDOR: LOGAN SYSTEMS, INC						
1	AUGUST	45760	COMPUTER INDEXING	6414	08/29/2014 \$	549.17
100-000-21600-5230 TELECOMMUNICATIONS						
VENDOR: VERIZON						
8	AUGUST	27268895-07/14	JULY 26-AUG 25	80428	08/15/2014 \$	70.46
100-000-21600-6001 OFFICE SUPPLIES						
VENDOR: LOGAN SYSTEMS, INC						
2	AUGUST	45760	COMPUTER INDEXING	6414	08/29/2014 \$	339.30
100-000-21900-5230 TELECOMMUNICATIONS						
VENDOR: VERIZON						
9	AUGUST	27268895-07/14	JULY 26-AUG 25	80428	08/15/2014 \$	3.32
100-000-21920-3845 PURCHASED SERVICES - DETOX						
VENDOR: COUNTY OF FREDERICK, VIRGINIA						
1	AUGUST	RENT/UTILITIES	RENT&UTILITES FOR NREP BUI	80363	08/15/2014 \$	4,494.00
100-000-22100-5210 POSTAL SERVICES						
VENDOR: U.S.POSTAL SERVICE						
1	AUGUST	COMMATTYOFF0814	POSTAGE	80518	08/29/2014 \$	110.00
100-000-22100-5230 TELECOMMUNICATIONS						
VENDOR: VERIZON						
10	AUGUST	27268895-07/14	JULY 26-AUG 25	80428	08/15/2014 \$	9.96
100-000-22100-5540 TRAVEL CONVENTION & EDUCATION						
VENDOR: ANNE M. WILLIAMS						
1	AUGUST	WILLIAM08142014	ANNUAL CONF VIRGINIA BEACH	6383	08/29/2014 \$	935.38
VENDOR: SUZANNE MACKALL						

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1	AUGUST	MACKALL08122014	TRAVEL VACA ANNUAL CONFERE	6415	08/29/2014 \$	1,435.42
Total for 100-000-22100-5540						\$ 2,370.80
100-000-31200-3100 PROFESSIONAL SERVICES						
VENDOR: DEPARTMENT OF STATE POLICE						
1	AUGUST	476247 A1928	BACKGROUND CHECK	80475	08/29/2014 \$	26.00
VENDOR: KUSTOM SIGNALS INC						
1	AUGUST	501736	SERVICE FOR UNIT WITH SMAL	6345	08/15/2014 \$	183.00
VENDOR: TREASURER OF VIRGINIA						
1	AUGUST	241236	CALIBRATION FEES	80422	08/15/2014 \$	16.24
Total for 100-000-31200-3100						\$ 225.24
100-000-31200-3310 REPAIR & MAINTENANCE						
VENDOR: BB&T FINANCIAL, FSB						
5	AUGUST	6632-08/08/2014	MERCHANTS TIRE	80455	08/29/2014 \$	23.31
VENDOR: BERRYVILLE AUTO PARTS INC						
2	AUGUST	5370-85986	LABOR	6319	08/15/2014 \$	39.00
2	AUGUST	5370-86127	LABOR	6319	08/15/2014 \$	154.00
2	AUGUST	5370-86165	LABOR	6319	08/15/2014 \$	39.00
2	AUGUST	5370-86492	LABOR	6386	08/29/2014 \$	195.00
VENDOR: BROY'S CAR WASH						
1	AUGUST	07312014	CAR WASHES	6324	08/15/2014 \$	64.00
Total for 100-000-31200-3310						\$ 514.31
100-000-31200-5210 POSTAL SERVICES						
VENDOR: BB&T FINANCIAL, FSB						
2	AUGUST	6558-08/08/2014	USPS	80455	08/29/2014 \$	6.49
3	AUGUST	6558-08/08/2014	USPS	80455	08/29/2014 \$	9.22
3	AUGUST	6665-08/08/2014	USPS	80455	08/29/2014 \$	19.16
Total for 100-000-31200-5210						\$ 34.87
100-000-31200-5230 TELECOMMUNICATIONS						
VENDOR: AT&T MOBILITY						
6	AUGUST	208012014	SHERIFF'S OFFICE	80446	08/29/2014 \$	1,204.73
VENDOR: VERIZON						
11	AUGUST	27268895-07/14	JULY 26-AUG 25	80428	08/15/2014 \$	122.23
Total for 100-000-31200-5230						\$ 1,326.96
100-000-31200-5305 MOTOR VEHICLE INSURANCE						
VENDOR: VACORP						
1	AUGUST	6929	POLICY VA-CL=022-15 BUSINE	80424	08/15/2014 \$	1,112.00
100-000-31200-5530 TRAVEL SUBSISTANCE & LODGING						
VENDOR: BB&T FINANCIAL, FSB						
7	AUGUST	6665-08/08/2014	ADAMS THE PLACE FOR RI CHE	80455	08/29/2014 \$	14.62
100-000-31200-5540 TRAVEL CONVENTION & EDUCATION						
VENDOR: APTG						
3	AUGUST	10-2014-01	OCTOBER TRAINING	80442	08/29/2014 \$	200.00
VENDOR: BB&T FINANCIAL, FSB						
4	AUGUST	6632-08/08/2014	VA DEPT OF CRIMINAL JUSTIC	80455	08/29/2014 \$	50.00
1	AUGUST	6665-08/08/2014	VA SHERIFFS ASSN	80455	08/29/2014 \$	225.00

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VENDOR: FBINAA-VIRGINIA CHAPTER						
1	AUGUST	TRAININGTUITION	P. PUTNAM TUITION	80368	08/15/2014	\$ 60.00
VENDOR: IAPE, INC.						
1	AUGUST	LI414710	TRAINING	80374	08/15/2014	\$ 375.00
1	AUGUST	LI414719	TRAINING	80374	08/15/2014	\$ 350.00
Total for 100-000-31200-5540						\$ 1,260.00
100-000-31200-5800 MISCELLANEOUS CHARGES						
VENDOR: BB&T FINANCIAL, FSB						
4	AUGUST	2074-08/08/2014	VA DMV BERRYVILLE	80455	08/29/2014	\$ 5.00
100-000-31200-6001 OFFICE SUPPLIES						
VENDOR: B-K OFFICE SUPPLY, INC.						
1	AUGUST	80120-0	CHAIR	6385	08/29/2014	\$ 306.50
VENDOR: BB&T FINANCIAL, FSB						
7	AUGUST	2074-08/08/2014	STAPLES	80455	08/29/2014	\$ 22.78
VENDOR: DEHAVEN BERKELEY SPRINGS WATER CORP.						
1	AUGUST	RT03-002427	WATER	80366	08/15/2014	\$ 18.90
Total for 100-000-31200-6001						\$ 348.18
100-000-31200-6007 REPAIR AND MAINTENANCE SUPPLIES						
VENDOR: BERRYVILLE AUTO PARTS INC						
1	AUGUST	5370-85912	RUBBER	6319	08/15/2014	\$ 4.96
1	AUGUST	5370-85985	MIRROR ADHESIVE	6319	08/15/2014	\$ 3.92
1	AUGUST	5370-85986	FILTER/OIL	6319	08/15/2014	\$ 23.26
1	AUGUST	5370-86127	OIL/FILTER/FUEL FILTER/TRA	6319	08/15/2014	\$ 121.06
1	AUGUST	5370-86165	FILTER/OIL/AIR FILTER	6319	08/15/2014	\$ 33.82
1	AUGUST	5370-86399	WIPES/AEROSOL/WHEEL CLEANER	6386	08/29/2014	\$ 21.33
1	AUGUST	5370-86492	OIL/FILTER/WASHER FLUID/AI	6386	08/29/2014	\$ 99.82
VENDOR: TIRE WORLD						
1	AUGUST	3022674	TIRES	80531	08/29/2014	\$ 119.98
Total for 100-000-31200-6007						\$ 428.15
100-000-31200-6008 VEHICLE AND EQUIPMENT FUEL						
VENDOR: BB&T FINANCIAL, FSB						
5	AUGUST	6665-08/08/2014	SHORE STOP ONLY VA	80455	08/29/2014	\$ 64.05
6	AUGUST	6665-08/08/2014	EXXON MOBIL	80455	08/29/2014	\$ 55.90
VENDOR: MANSFIELD OIL COMPANY						
1	AUGUST	SQLCD/00086791	FUEL PURCHASES 07/16-07/31	6346	08/15/2014	\$ 2,806.77
1	AUGUST	SQLCD/00087600	FUEL 08/01 - 08/15	6417	08/29/2014	\$ 2,686.95
Total for 100-000-31200-6008						\$ 5,613.67
100-000-31200-6010 POLICE SUPPLIES						
VENDOR: BB&T FINANCIAL, FSB						
8	AUGUST	2074-08/08/2014	STAPLES	80455	08/29/2014	\$ 24.36
VENDOR: CHIEF SUPPLY CORP						
1	AUGUST	493832	OPTIONAL SWIVEL	80356	08/15/2014	\$ 57.00
2	AUGUST	498703	POLICE SUPPLIES	80356	08/15/2014	\$ 41.16
VENDOR: GALL'S, AN ARAMARK COMPANY						
1	AUGUST	002217805	FORD EXPLORER ONLINE	80372	08/15/2014	\$ 113.00
Total for 100-000-31200-6010						\$ 235.52
100-000-31200-6011 UNIFORM AND WEARING APPAREL						

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VENDOR: BB&T FINANCIAL, FSB						
1	AUGUST	2074-08/08/2014	WALMART	80455	08/29/2014	\$ 9.65
VENDOR: BEST UNIFORMS, INC.						
1	AUGUST	346518	PANTS	6321	08/15/2014	\$ 40.00
1	AUGUST	349398	PANTS	6388	08/29/2014	\$ 80.00
VENDOR: CHIEF SUPPLY CORP						
1	AUGUST	101593	GLOVE POUCH/BELT KEEPER/HO	80460	08/29/2014	\$ 168.18
1	AUGUST	106352	OAK LEAF COLLA	80460	08/29/2014	\$ 18.47
1	AUGUST	492998	POUCH GLOVE CORDUR	80356	08/15/2014	\$ 8.99
1	AUGUST	498703	UNIFORM SUPPLIES	80356	08/15/2014	\$ 195.87
VENDOR: NORTON EMBROIDERY, INC.						
1	AUGUST	18621	SHIRTS	80394	08/15/2014	\$ 60.00
Total for 100-000-31200-6011						\$ 581.16
100-000-32100-5230 TELECOMMUNICATIONS						
VENDOR: VERIZON						
12	AUGUST	27268895-07/14	JULY 26-AUG 25	80428	08/15/2014	\$ 40.11
100-000-32100-6008 VEHICLE AND EQUIPMENT FUEL						
VENDOR: MANSFIELD OIL COMPANY						
5	AUGUST	SQLCD/00086751	FUEL PURCHASE 07/16 - 07/3	6417	08/29/2014	\$ 33.15
4	AUGUST	SQLCD/00087559	FUEL PURCH 08/01 - 08/15	6417	08/29/2014	\$ 28.39
Total for 100-000-32100-6008						\$ 61.54
100-000-32200-5697 TWO FOR LIFE DISTRIBUTION						
VENDOR: CLARKE COUNTY FIRE & RESCUE ASSOCIATION						
1	AUGUST	4FORLIFE2014	FOUR FOR LIFE FUNDS	6328	08/15/2014	\$ 16,257.28
100-000-32200-5698 FIRE PROGRAMS DISTRIBUTION						
VENDOR: CLARKE COUNTY FIRE & RESCUE ASSOCIATION						
1	AUGUST	FIREPROFUND2014	FIRE PROGRAM FUNDS	6328	08/15/2014	\$ 27,811.00
100-000-33300-5230 TELECOMMUNICATIONS						
VENDOR: VERIZON						
13	AUGUST	27268895-07/14	JULY 26-AUG 25	80428	08/15/2014	\$ 3.32
100-000-34100-3320 MAINTENANCE SERVICE CONTRACT						
VENDOR: RICOH USA INC						
1	AUGUST	5032007092	05/13-08/12	80519	08/29/2014	\$ 95.70
100-000-34100-5230 TELECOMMUNICATIONS						
VENDOR: AT&T MOBILITY						
4	AUGUST	208012014	BUILDING DEPARTMENT	80446	08/29/2014	\$ 66.15
VENDOR: VERIZON						
14	AUGUST	27268895-07/14	JULY 26-AUG 25	80428	08/15/2014	\$ 6.64
Total for 100-000-34100-5230						\$ 72.79
100-000-34100-5540 TRAVEL CONVENTION & EDUCATION						
VENDOR: BB&T FINANCIAL, FSB						
4	AUGUST	3396-08/08/2014	HILTON	80455	08/29/2014	\$ 343.72
VENDOR: JAMES H. ROYSTON						
1	AUGUST	ROYSTON07182014	FOOD/MILEAGE	6360	08/15/2014	\$ 273.02
Total for 100-000-34100-5540						\$ 616.74

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100-000-34100-6008 VEHICLE AND EQUIPMENT FUEL						
VENDOR: MANSFIELD OIL COMPANY						
2	AUGUST	SQLCD/00086751	FUEL PURCHASE 07/16 - 07/3	6417	08/29/2014 \$	46.65
100-000-34100-6012 SUPPLIES - BOOKS AND SUBSCRIPTIONS						
VENDOR: INTERNATIONAL CODE COUNCIL, INC.						
1	AUGUST	INV0468467	VA REHABILITATION CODE	80496	08/29/2014 \$	45.90
100-000-35100-3100 PROFESSIONAL SERVICES						
VENDOR: ROSEVILLE VET HOSP/PLAZA PET CLINIC						
1	AUGUST	115582	PROFESSIONAL SERVICES	80401	08/15/2014 \$	16.25
1	AUGUST	115768	PROFESSIONAL SERVICES	80401	08/15/2014 \$	16.25
1	AUGUST	115812	PROFESSIONAL SERVICES	80401	08/15/2014 \$	660.39
1	AUGUST	115946	PROFESSIONAL SERVICES	80401	08/15/2014 \$	48.75
1	AUGUST	116103	PROFESSIONAL SERVICES	80401	08/15/2014 \$	16.25
1	AUGUST	116115	PROFESSIONAL SERVICES	80401	08/15/2014 \$	16.25
1	AUGUST	116208	PROFESSIONAL SERVICES	80401	08/15/2014 \$	32.50
1	AUGUST	116402	PROFESSIONAL SERVICES	80401	08/15/2014 \$	16.25
1	AUGUST	116527	PROFESSIONAL SERVICES	80401	08/15/2014 \$	112.74
Total for 100-000-35100-3100						\$ 935.63
100-000-35100-5230 TELECOMMUNICATIONS						
VENDOR: AT&T MOBILITY						
2	AUGUST	Z08012014	ANIMAL CONTROL	80446	08/29/2014 \$	12.58
VENDOR: VERIZON						
15	AUGUST	27268895-07/14	JULY 26-AUG 25	80428	08/15/2014 \$	31.47
Total for 100-000-35100-5230						\$ 44.05
100-000-35100-6004 MEDICAL AND LABORATORY SUPPLIES						
VENDOR: DIRECT PET SUPERSTORE						
1	AUGUST	9459598-1	SUPPLIES	80478	08/29/2014 \$	199.20
100-000-35100-6008 VEHICLE AND EQUIPMENT FUEL						
VENDOR: MANSFIELD OIL COMPANY						
1	AUGUST	SQLCD/00086751	FUEL PURCHASE 07/16 - 07/3	6417	08/29/2014 \$	67.16
1	AUGUST	SQLCD/00087559	FUEL PURCH 08/01 - 08/15	6417	08/29/2014 \$	109.52
Total for 100-000-35100-6008						\$ 176.68
100-000-35600-5230 TELECOMMUNICATIONS						
VENDOR: AT&T						
1	AUGUST	0826049-08/14	LONG DISTANCE	80445	08/29/2014 \$	9.08
VENDOR: AT&T MOBILITY						
5	AUGUST	Z08012014	E-911 DISPATCH CENTER	80446	08/29/2014 \$	94.56
VENDOR: COMCAST						
1	AUGUST	754926-07/21/14	08/01 - 08/31	80359	08/15/2014 \$	86.38
VENDOR: VERIZON						
16	AUGUST	27268895-07/14	JULY 26-AUG 25	80428	08/15/2014 \$	114.56
1	AUGUST	800393-08/14	08/01 - 08/31	80536	08/29/2014 \$	36.68
Total for 100-000-35600-5230						\$ 341.26
100-000-35600-5420 RENTAL OF BUILDINGS/TOWERS						
VENDOR: SHEN. VALLEY TELEVISION TOWER						
1	AUGUST	SEPTEMBER2014	SEPTEMBER RENT	6363	08/15/2014 \$	2,070.00
100-000-35600-6011 UNIFORM AND WEARING APPAREL						

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VENDOR: BB&T FINANCIAL, FSB						
5	AUGUST	6558-08/08/2014	KOHL'S	80455	08/29/2014 \$	89.47
VENDOR: SIGNET SCREEN PRINTING						
1	AUGUST	3612	SHIRT	80409	08/15/2014 \$	81.80
1	AUGUST	4092	SHIRTS	80526	08/29/2014 \$	73.68
Total for 100-000-35600-6011						\$ 244.95
100-000-35600-6014 OTHER OPERATING SUPPLIES						
VENDOR: HESS, PAM						
1	AUGUST	HESS08202014	OFFICE COFFEE POT	6407	08/29/2014 \$	101.99
100-000-42400-3840 PURCHASED SERVICES						
VENDOR: COUNTY OF FREDERICK, VIRGINIA						
1	AUGUST	2105-0008	REFUSE DISPOSAL	6330	08/15/2014 \$	801.72
1	AUGUST	80001-0008 0814	REFUSE DISPOSAL	6330	08/15/2014 \$	748.20
Total for 100-000-42400-3840						\$ 1,549.92
100-000-42600-3000 PURCHASED SERVICES						
VENDOR: ALLIED WASTE SERVICES #976						
1	AUGUST	0976-000343376	BASIC SERVICE	6313	08/15/2014 \$	240.00
100-000-42700-3840 PURCHASED SERVICES						
VENDOR: FREDERICK-WINCHESTER SERVICE AUTHORITY						
1	AUGUST	160-1	JULY 2014 SERVICE	6402	08/29/2014 \$	2,454.20
100-000-43200-3100 PROFESSIONAL SERVICES						
VENDOR: DEPARTMENT OF STATE POLICE						
2	AUGUST	476247 A1928	BACKGROUND CHECK	80475	08/29/2014 \$	26.00
100-000-43200-3310 REPAIR & MAINTENANCE						
VENDOR: EXTINGUISHER SALES & SERVICE, LLC						
3	AUGUST	86723	MAINTENANCE/INSPECTION	80484	08/29/2014 \$	289.25
4	AUGUST	86723	EXTINGUISHERS/ANNUAL INSPE	80484	08/29/2014 \$	116.50
Total for 100-000-43200-3310						\$ 405.75
100-000-43200-3320 MAINTENANCE SERVICE CONTRACT						
VENDOR: ALLIED WASTE SERVICES #976						
1	AUGUST	0976-000342078	BASIC SERVICE	6313	08/15/2014 \$	941.57
VENDOR: GCA						
3	AUGUST	606877	CLEANING SERVICE	6404	08/29/2014 \$	3,660.01
5	AUGUST	606877	CLEANING SERVICE	6404	08/29/2014 \$	3,660.01-
VENDOR: GREATSCAPES PROPERTY MANAGEMENT GROUP						
1	AUGUST	7884	MOWING	6336	08/15/2014 \$	6,645.00
Total for 100-000-43200-3320						\$ 7,586.57
100-000-43200-3340 CUSTODIAL SERVICE CONTRACTS						
VENDOR: GCA						
6	AUGUST	606877	CLEANING SERVICE	6404	08/29/2014 \$	3,660.01
100-000-43200-5130 WATER & SEWER SERVICES						
VENDOR: DEHAVEN BERKELEY SPRINGS WATER CORP.						
1	AUGUST	RT03-002421	WATER	80473	08/29/2014 \$	18.85
100-000-43200-5230 TELECOMMUNICATIONS						

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VENDOR: AT&T MOBILITY						
3	AUGUST	Z08012014	GOVT MAINTENANCE	80446	08/29/2014 \$	125.98
VENDOR: VERIZON						
17	AUGUST	27268895-07/14	JULY 26-AUG 25	80428	08/15/2014 \$	31.47
Total for 100-000-43200-5230						\$ 157.45
100-000-43200-6007 REPAIR AND MAINTENANCE SUPPLIES						
VENDOR: W W GRAINGER, INC						
1	AUGUST	9517614740	TAPE	80488	08/29/2014 \$	216.75
VENDOR: SHANNON-BAUM SIGNS INC						
2	AUGUST	0195870-IN	STREET SIGNS	6434	08/29/2014 \$	48.00
Total for 100-000-43200-6007						\$ 264.75
100-000-43200-6008 VEHICLE AND EQUIPMENT FUEL						
VENDOR: MANSFIELD OIL COMPANY						
4	AUGUST	SQLCD/00086751	FUEL PURCHASE 07/16 - 07/3	6417	08/29/2014 \$	102.97
2	AUGUST	SQLCD/00087559	FUEL PURCH 08/01 - 08/15	6417	08/29/2014 \$	108.86
3	AUGUST	SQLCD/00087559	FUEL PURCH 08/01 - 08/15	6417	08/29/2014 \$	245.81
Total for 100-000-43200-6008						\$ 457.64
100-000-43200-6009 VEHICLE AND EQUIPMENT SUPPLIES						
VENDOR: BB&T FINANCIAL, FSB						
2	AUGUST	0872-08/08/14	SAFFORD CHRYSLER	80455	08/29/2014 \$	13.69
VENDOR: BERRYVILLE AUTO PARTS INC						
1	AUGUST	5370-86362	BELT/BALANCER/RADIATOR/ANT	6319	08/15/2014 \$	391.39
Total for 100-000-43200-6009						\$ 405.08
100-000-43202-3100 PROFESSIONAL SERVICES						
VENDOR: HALL, MONAHAN, ENGLE, MAHAN & MITCHELL						
1	AUGUST	07312014	COMFORT DESIGN INC. BILL J	6338	08/15/2014 \$	1,906.08
1	AUGUST	08012014-2	LEGAL SERVICES JULY 2014	6338	08/15/2014 \$	675.59
Total for 100-000-43202-3100						\$ 2,581.67
100-000-43202-3310 REPAIR & MAINTENANCE						
VENDOR: ARC WATER TREATMENT OF MARYLAND, INC.						
4	AUGUST	366473	AUGUST SERVICE	6317	08/15/2014 \$	68.97
VENDOR: EXTINGUISHER SALES & SERVICE. LLC						
1	AUGUST	86723	MAINTENANCE/INSPECTION	80484	08/29/2014 \$	100.95
VENDOR: NATIONAL ELEVATOR INSPECTION SERV., INC.						
1	AUGUST	0159512	INSPECTION	6351	08/15/2014 \$	48.90
Total for 100-000-43202-3310						\$ 218.82
100-000-43202-3320 MAINTENANCE SERVICE CONTRACTS						
VENDOR: GCA						
1	AUGUST	606877	CLEANING SERVICES	6404	08/29/2014 \$	2,332.38
11	AUGUST	606877	CLEANING SERVICES	6404	08/29/2014 \$	2,332.38-
VENDOR: J C EHRlich CO INC						
2	AUGUST	1503	101 CHALMERS CT	80500	08/29/2014 \$	142.95
Total for 100-000-43202-3320						\$ 142.95
100-000-43202-3340 CUSTODIAL SERVICE CONTRACTS						

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VENDOR: GCA						
12	AUGUST	606877	CLEANING SERVICES	6404	08/29/2014 \$	2,332.38
100-000-43202-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
1	AUGUST	1149385761-0814	101 CHALMERS CT 06/10-06/1	6426	08/29/2014 \$	2,647.78
1	AUGUST	1149385761CORRE	MOVE TO FY14	6426	08/29/2014 \$	2,647.78-
Total for 100-000-43202-5110						\$ 0.00
100-000-43202-5130 WATER & SEWER SERVICES						
VENDOR: TOWN OF BERRYVILLE						
1	AUGUST	4190099-7/30/14	101 CHALMERS CT 06/24-07/2	80420	08/15/2014 \$	94.05
100-000-43202-6007 REPAIR AND MAINT SUPPLIES						
VENDOR: BB&T FINANCIAL, FSB						
4	AUGUST	0872-08/08/14	BP BARCO PRODUCTS	80455	08/29/2014 \$	82.15
100-000-43205-3310 REPAIR & MAINTENANCE						
VENDOR: ANDERSON CONTROL INC						
1	AUGUST	12944	ANNUAL FIRE ALARM INSPECTI	6316	08/15/2014 \$	90.00
100-000-43205-3320 MAINTENANCE SERVICE CONTRACTS						
VENDOR: J C EHRLICH CO INC						
10	AUGUST	1503	129 RAMSBURG	80500	08/29/2014 \$	104.50
100-000-43205-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
1	AUGUST	4455288888-0814	129 RAMSBURG LN 06/15-07/1	6426	08/29/2014 \$	255.73
100-000-43205-5130 WATER & SEWER SERVICES						
VENDOR: TOWN OF BERRYVILLE						
2	AUGUST	9001800-07/2014	MAINT FACILITY 06/24-07-23	80420	08/15/2014 \$	8.50
100-000-43206-3310 REPAIR & MAINTENANCE						
VENDOR: FIDELITY ENGINEERING CORPORATION						
1	AUGUST	624900	GENERATOR SERVICE/BATTERY	6334	08/15/2014 \$	159.20
100-000-43206-3320 MAINTENANCE SERVICE CONTRACTS						
VENDOR: FIDELITY ENGINEERING CORPORATION						
1	AUGUST	619077	SPRINGSBURY ROAD (TOWER)	6400	08/29/2014 \$	470.00
VENDOR: J C EHRLICH CO INC						
3	AUGUST	1503	100 N. CHURCH	80500	08/29/2014 \$	190.00
Total for 100-000-43206-3320						\$ 660.00
100-000-43206-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
2	AUGUST	2048188888-0814	104 N CHURCH ST 06/12-07/1	6426	08/29/2014 \$	754.45
1	AUGUST	8894188888-0814	1531 SPRINGSBERRY RD 06/18	6426	08/29/2014 \$	162.22
Total for 100-000-43206-5110						\$ 916.67
100-000-43206-5130 WATER & SEWER SERVICES						
VENDOR: DEHAVEN BERKELEY SPRINGS WATER CORP.						
1	AUGUST	RT03-002422	WATER	80473	08/29/2014 \$	18.85
VENDOR: TOWN OF BERRYVILLE						

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1	AUGUST	1004000-07/2014	100 N CHURCH 06/24-07-23	80420	08/15/2014 \$	350.00
Total for 100-000-43206-5130						\$ 368.85
100-000-43206-6007			REPAIR AND MAINT SUPPLIES			
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	AUGUST	069731	56171 - BULB	6387	08/29/2014 \$	15.99
100-000-43207-3310			REPAIR & MAINTENANCE			
VENDOR: THOMAS PLUMBING & HEATING, INC.						
1	AUGUST	PS22842	REPAIR LEAK	6441	08/29/2014 \$	224.01
100-000-43207-3320			MAINTENANCE SERVICE CONTRACTS			
VENDOR: J C EHRLICH CO INC						
4	AUGUST	1503	102 N. CHURCH	80500	08/29/2014 \$	171.00
100-000-43207-5110			ELECTRICAL SERVICES			
VENDOR: RAPPAHANNOCK ELEC COMPANY						
1	AUGUST	2048188888-0814	102 N CHURCH ST 06/12-07/1	6426	08/29/2014 \$	2,069.23
100-000-43208-3310			REPAIR & MAINTENANCE			
VENDOR: WINCHESTER SPRINKLER, LLC						
1	AUGUST	8790	REPLACE BROKEN FIRE HOSE	6379	08/15/2014 \$	376.00
100-000-43208-3320			MAINTENANCE SERVICE CONTRACTS			
VENDOR: J C EHRLICH CO INC						
5	AUGUST	1503	104 N. CHURCH ST	80500	08/29/2014 \$	171.00
7	AUGUST	1503	106 N. CHURCH	80500	08/29/2014 \$	152.00
Total for 100-000-43208-3320						\$ 323.00
100-000-43208-5110			ELECTRICAL SERVICES			
VENDOR: RAPPAHANNOCK ELEC COMPANY						
3	AUGUST	2048188888-0814	104 N CHURCH ST 06/12-07/1	6426	08/29/2014 \$	902.02
1	AUGUST	3750088888-0814	ELECTRIC	6426	08/29/2014 \$	39.80
Total for 100-000-43208-5110						\$ 941.82
100-000-43208-5120			HEATING SERVICES			
VENDOR: WASHINGTON GAS						
1	AUGUST	48718-08/13/14	104 N CHURCH 07/11 - 08/11	80541	08/29/2014 \$	0.68
100-000-43208-5130			WATER & SEWER SERVICES			
VENDOR: TOWN OF BERRYVILLE						
1	AUGUST	1003900-07/2014	104 N CHURCH 06/24-07-23	80420	08/15/2014 \$	25.00
100-000-43209-3320			MAINTENANCE SERVICE CONTRACTS			
VENDOR: J C EHRLICH CO INC						
12	AUGUST	1503	225 RAMSBURG	80500	08/29/2014 \$	513.00
100-000-43209-5110			ELECTRICAL SERVICES			
VENDOR: RAPPAHANNOCK ELEC COMPANY						
1	AUGUST	7658188888-0814	225 RAMSBURG LN 06/15 - 07	6426	08/29/2014 \$	662.64
100-000-43209-5120			HEATING SERVICES			
VENDOR: WASHINGTON GAS						
2	AUGUST	48718-08/13/14	225 AL SMITH 07/14 - 08/12	80541	08/29/2014 \$	94.79
100-000-43210-3310			REPAIR & MAINTENANCE			

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VENDOR: ANDERSON CONTROL INC						
1	AUGUST	12962	ANNUAL FIRE ALARM INSPECTI	6316	08/15/2014 \$	180.00
100-000-43210-3320 MAINTENANCE SERVICE CONTRACTS						
VENDOR: J C EHRLICH CO INC						
9	AUGUST	1503	524 WESTWOOD	80500	08/29/2014 \$	190.00
100-000-43210-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
1	AUGUST	0775388888-0814	524 WESTWOOD RD 06/15-07/1	6426	08/29/2014 \$	130.95
100-000-43210-6007 REPAIR AND MAINT SUPPLIES						
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	AUGUST	069614	56171 - BULB	6387	08/29/2014 \$	13.99
100-000-43211-3310 REPAIR & MAINTENANCE						
VENDOR: RIDDLEBERGER BROS INC						
1	AUGUST	84630	OLD TRANE UNIT SERVING KIT	6359	08/15/2014 \$	879.50
1	AUGUST	84630CORRECT	MOVE TO FY14	6359	08/15/2014 \$	879.50-
Total for 100-000-43211-3310						\$ 0.00
100-000-43211-3320 MAINTENANCE SERVICE CONTRACTS						
VENDOR: J C EHRLICH CO INC						
6	AUGUST	1503	226 AL SMITH CIR	80500	08/29/2014 \$	209.00
100-000-43211-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
1	AUGUST	2750088888-0814	225 AL SMITH 06/18-07/18	6426	08/29/2014 \$	2,367.00
100-000-43211-5130 WATER & SEWER SERVICES						
VENDOR: TOWN OF BERRYVILLE						
1	AUGUST	9001300-07/2014	REC CENTER 06/24-07-23	80420	08/15/2014 \$	187.00
100-000-43211-6007 REPAIR AND MAINT SUPPLIES						
VENDOR: BERRYVILLE AUTO PARTS INC						
1	AUGUST	5370-86629	ANTIFREEZE/OIL	6386	08/29/2014 \$	13.42
1	AUGUST	5370-86669	ANTIFREEZE	6386	08/29/2014 \$	20.42
Total for 100-000-43211-6007						\$ 33.84
100-000-43212-3310 REPAIR & MAINTENANCE						
VENDOR: GREEN'S SEPTIC SERVICE						
2	AUGUST	08012014	RENTAL	6337	08/15/2014 \$	75.00
100-000-43212-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
1	AUGUST	1650088888-0814	225 AL SMITH 06/18-07/18	6426	08/29/2014 \$	11.87
2	AUGUST	1650088888-0814	225 AL SMITH 06/18-07/18	6426	08/29/2014 \$	11.00
3	AUGUST	1650088888-0814	225 AL SMITH 06/18-07/18	6426	08/29/2014 \$	17.18
5	AUGUST	1650088888-0814	225 AL SMITH 06/18-07/18	6426	08/29/2014 \$	17.29
6	AUGUST	1650088888-0814	225 AL SMITH 06/18-07/18	6426	08/29/2014 \$	11.11
8	AUGUST	1650088888-0814	225 AL SMITH 06/18-07/18	6426	08/29/2014 \$	17.83
9	AUGUST	1650088888-0814	225 AL SMITH 06/18-07/18	6426	08/29/2014 \$	15.45
2	AUGUST	2750088888-0814	225 AL SMITH 06/18-07/18	6426	08/29/2014 \$	89.08
3	AUGUST	2750088888-0814	225 AL SMITH 06/18-07/18	6426	08/29/2014 \$	116.55
Total for 100-000-43212-5110						\$ 307.36
100-000-43212-5130 WATER & SEWER SERVICES						

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VENDOR: TOWN OF BERRYVILLE						
1	AUGUST	9001200-07/2014	LITTLE LEAGUE 06/24-07-23	80420	08/15/2014 \$	68.00
1	AUGUST	9001500-07/2014	RT 7 HOUSE 06/24-07-23	80420	08/15/2014 \$	224.00
Total for 100-000-43212-5130						\$ 292.00
100-000-43212-6007 REPAIR AND MAINT SUPPLIES						
VENDOR: ARCHITECTURAL PRODUCTS OF VA						
1	AUGUST	4273700-IN	PADLOCK/CYLINDER	80351	08/15/2014 \$	111.00
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	AUGUST	069608	56147 - FLAGGING TAPE	6387	08/29/2014 \$	23.12
Total for 100-000-43212-6007						\$ 134.12
100-000-43213-3310 REPAIR & MAINTENANCE						
VENDOR: CONLEY WELDING						
1	AUGUST	CONLEY08052014	WELD STAND ON DIVING BOARD	80467	08/29/2014 \$	375.00
100-000-43213-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
4	AUGUST	1650088888-0814	225 AL SMITH 06/18-07/18	6426	08/29/2014 \$	445.16
5	AUGUST	2750088888-0814	225 AL SMITH 06/18-07/18	6426	08/29/2014 \$	883.54
Total for 100-000-43213-5110						\$ 1,328.70
100-000-43213-5130 WATER & SEWER SERVICES						
VENDOR: TOWN OF BERRYVILLE						
1	AUGUST	9001400-07/2014	POOL 06/24-07-23	80420	08/15/2014 \$	2,950.00
100-000-43213-6007 REPAIR AND MAINT SUPPLIES						
VENDOR: ARCHITECTURAL PRODUCTS OF VA						
1	AUGUST	4323800-IN	CUT KEYS	80443	08/29/2014 \$	30.00
100-000-43214-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
7	AUGUST	1650088888-0814	225 AL SMITH 06/18-07/18	6426	08/29/2014 \$	176.19
100-000-43215-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
4	AUGUST	2750088888-0814	225 AL SMITH 06/18-07/18	6426	08/29/2014 \$	46.91
100-000-43215-6007 REPAIR AND MAINT SUPPLIES						
VENDOR: MCCORMICK PAINT WORKS CO						
3	AUGUST	230000693	FIELD MARKING	80506	08/29/2014 \$	637.20
100-000-43237-3310 REPAIR & MAINTENANCE						
VENDOR: RIDDLEBERGER BROS INC						
1	AUGUST	84819	UPSTAIRS AC NOT WORKING	6428	08/29/2014 \$	324.13
100-000-43237-3320 MAINTENANCE SERVICE CONTRACTS						
VENDOR: J C EHRlich CO INC						
8	AUGUST	1503	311 E MAIN ST	80500	08/29/2014 \$	304.00
100-000-43237-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
1	AUGUST	4980388888CORRE	MOVE TO FY14	6426	08/29/2014 \$	755.13-
100-000-43237-5130 WATER & SEWER SERVICES						

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VENDOR: TOWN OF BERRYVILLE						
1	AUGUST	2010600-07/2014	313 E MAIN ST 06/24-07-23	80420	08/15/2014 \$	25.00
2	AUGUST	2010600-07/2014	311 E MAIN ST 06/24-07-23	80420	08/15/2014 \$	50.00
Total for 100-000-43237-5130						\$ 75.00
100-000-43237-6007 REPAIR AND MAINT SUPPLIES						
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	AUGUST	069371	56171 - BULB	6320	08/15/2014 \$	7.99
100-000-53500-5699 CIVIC CONTRIBUTIONS						
VENDOR: LAUREL CENTER, THE						
1	AUGUST	FY15ANNUALCONTR	ANNUAL CONTRIBUTION TO LAU	80383	08/15/2014 \$	2,000.00
100-000-71100-3320 MAINTENANCE SERVICE CONTRACT						
VENDOR: DDL BUSINESS SYSTEMS LLC						
1	AUGUST	58315	06/25 - 07/24	6332	08/15/2014 \$	141.63
100-000-71100-3600 ADVERTISING						
VENDOR: ROTARY CLUB OF CLARKE' COUNTY						
1	AUGUST	AD SEPTEMBER	AD IN REPORT TO OUR NEIGHB	80402	08/15/2014 \$	250.00
100-000-71100-5230 TELECOMMUNICATIONS						
VENDOR: VERIZON						
18	AUGUST	27268895-07/14	JULY 26-AUG 25	80428	08/15/2014 \$	52.35
100-000-71100-5400 LEASES AND RENTALS						
VENDOR: SHENANDOAH VALLEY WATER & COFFEE CO.						
1	AUGUST	H13100000-14	WATER	80406	08/15/2014 \$	191.27
100-000-71100-5810 DUES,SUBSCRIPTIONS & MEMBERSHIPS						
VENDOR: BB&T FINANCIAL, FSB						
3	AUGUST	6723-08/08/2014	VA REC AND PARK	80455	08/29/2014 \$	410.00
VENDOR: COSTCO MEMBERSHIP						
1	AUGUST	PARKSMEMBER14	MEMBERSHIP RENEWAL	80361	08/15/2014 \$	55.00
VENDOR: VIRGINIA DEPT OF SOCIAL SVC						
1	AUGUST	A-15534-8/11/14	BACKGROUND CHECKS	80537	08/29/2014 \$	56.00
Total for 100-000-71100-5810						\$ 521.00
100-000-71100-6001 OFFICE SUPPLIES						
VENDOR: BB&T FINANCIAL, FSB						
4	AUGUST	6723-08/08/2014	VISTA PRINT	80455	08/29/2014 \$	24.98
5	AUGUST	6723-08/08/2014	VISTA PRINT	80455	08/29/2014 \$	14.98
6	AUGUST	6723-08/08/2014	VISTA PRINT	80455	08/29/2014 \$	19.98
7	AUGUST	6723-08/08/2014	VISTA PRINT	80455	08/29/2014 \$	7.50
8	AUGUST	6723-08/08/2014	VISTA PRINT	80455	08/29/2014 \$	19.98
Total for 100-000-71100-6001						\$ 87.42
100-000-71100-6008 VEHICLE AND EQUIPMENT FUEL						
VENDOR: MANSFIELD OIL COMPANY						
6	AUGUST	SQLCD/00086751	FUEL PURCHASE 07/16 - 07/3	6417	08/29/2014 \$	17.06
5	AUGUST	SQLCD/00087559	FUEL PURCH 08/01 - 08/15	6417	08/29/2014 \$	17.11
Total for 100-000-71100-6008						\$ 34.17
100-000-71100-6014 OTHER OPERATING SUPPLIES						

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VENDOR: LOWE'S						
2	AUGUST	040955-07252014	4.4 CUB FEET REFRIDGE	80387	08/15/2014	\$ 189.05
100-000-71310-6014 OTHER OPERATING SUPPLIES						
VENDOR: WALMART COMMUNITY/GECRB						
4	AUGUST	0560731 8/16/14	CANDY/BASKET/BACKPACK	80540	08/29/2014	\$ 26.79
8	AUGUST	0560731 8/16/14	FOOD/SUPPLIES	80540	08/29/2014	\$ 28.58
Total for 100-000-71310-6014						\$ 55.37
100-000-71310-6015 MERCHANDISE FOR RESALE						
VENDOR: WALMART COMMUNITY/GECRB						
6	AUGUST	0560731 8/16/14	CANDY/BASKET/BACKPACK	80540	08/29/2014	\$ 22.94
100-000-71320-3100 PROFESSIONAL SERVICES						
VENDOR: AMERICAN RED CROSS						
1	AUGUST	10314502	WATER SAFETY CLASS	6314	08/15/2014	\$ 35.00
1	AUGUST	10314627	CLASS	6314	08/15/2014	\$ 300.00
Total for 100-000-71320-3100						\$ 335.00
100-000-71320-5810 DUES,SUBSCRIPTIONS & MEMBERSHIPS						
VENDOR: SHENANDOAH VALLEY SWIM LEAGUE						
1	AUGUST	08072014	SWIM TEAM DUES	80523	08/29/2014	\$ 950.00
100-000-71320-5830 REFUNDS						
VENDOR: AMY DARSIE						
1	AUGUST	187106	REFUND	80364	08/15/2014	\$ 28.00
100-000-71320-6011 UNIFORM AND WEARING APPAREL						
VENDOR: BB&T FINANCIAL, FSB						
1	AUGUST	6723-08/08/2014	SWIMOUTLET.COM	80455	08/29/2014	\$ 23.94
100-000-71320-6014 OTHER OPERATING SUPPLIES						
VENDOR: BB&T FINANCIAL, FSB						
9	AUGUST	6723-08/08/2014	DUNKIN DONUTS	80455	08/29/2014	\$ 47.35
VENDOR: CROWN TROPHY						
1	AUGUST	7336	STATUE/SCULPTURE	80469	08/29/2014	\$ 282.00
Total for 100-000-71320-6014						\$ 329.35
100-000-71330-6015 MERCHANDISE FOR RESALE						
VENDOR: COSTCO WHOLESALE INC. #239						
1	AUGUST	0239010067624	HOT DOGS/CANDY	80362	08/15/2014	\$ 166.27
VENDOR: HERSHEY CREAMERY CO.						
1	AUGUST	INVE0008759352	ICE CREAM	80373	08/15/2014	\$ 268.11
1	AUGUST	INVE0008793481	ICE CREAM	80489	08/29/2014	\$ 233.35
VENDOR: HUNT BROTHERS PIZZA						
1	AUGUST	226016932	PIZZA	80493	08/29/2014	\$ 490.10
VENDOR: SCHENCK FOODS CO., INC.						
1	AUGUST	5933177	CHIPS	80403	08/15/2014	\$ 36.01
VENDOR: WALMART COMMUNITY/GECRB						
3	AUGUST	0560731 8/16/14	FOOD/SUPPLIES	80540	08/29/2014	\$ 11.52
5	AUGUST	0560731 8/16/14	CANDY/BASKET/BACKPACK	80540	08/29/2014	\$ 37.40
7	AUGUST	0560731 8/16/14	FOOD/SUPPLIES	80540	08/29/2014	\$ 97.48
Total for 100-000-71330-6015						\$ 1,340.24

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100-000-71350-3100 PROFESSIONAL SERVICES						
VENDOR: XTREME FIT STUDIO						
1	AUGUST	CHATMAN07232014	ZUMBA	6326	08/15/2014 \$	18.20
VENDOR: MONTGOMERY, CHRISTEL DBA CHEER ERUPTIONS						
1	AUGUST	MONTGOM07282014	GYMNASTICS CAMP	6350	08/15/2014 \$	1,435.00
VENDOR: OPUS OAKES, AN ART PLACE, INC.						
1	AUGUST	OPUS08012014	ART CLASSES	6423	08/29/2014 \$	1,374.25
VENDOR: PONY TO GO						
1	AUGUST	08142014	ANIMAL LOVERS CAMP	80516	08/29/2014 \$	315.00
1	AUGUST	COSSET07292014	ANIMAL CAMP	80397	08/15/2014 \$	175.00
VENDOR: SHENANDOAH BASKETBALL OFFICIALS ASSOC.						
1	AUGUST	SBOA08152014	12 REGULAR GAMES/1 CHAMPION	80405	08/15/2014 \$	1,200.00
VENDOR: WAMPLER, JERRY						
1	AUGUST	WAMPLER08/04	CAMP	80434	08/15/2014 \$	165.00
Total for 100-000-71350-3100						\$ 4,682.45
100-000-71350-5400 LEASES AND RENTALS						
VENDOR: GREEN'S SEPTIC SERVICE						
1	AUGUST	08012014	RENTAL	6337	08/15/2014 \$	75.00
100-000-71350-5560 GROUP TRIPS						
VENDOR: ALAMO DRAFTHOUSE						
1	AUGUST	MOVIEAUGUST	BASIC VENUE RENTAL	80348	08/15/2014 \$	300.00
VENDOR: CLARCO CORPORATION						
1	AUGUST	2815	BOWLING	80357	08/15/2014 \$	387.00
1	AUGUST	2816	BOWLING	80461	08/29/2014 \$	213.00
VENDOR: SKYLINE PAINTBALL AND LASER TAG						
1	AUGUST	29	LASER TAG SPECIAL-57	80410	08/15/2014 \$	570.00
Total for 100-000-71350-5560						\$ 1,470.00
100-000-71350-5830 REFUNDS						
VENDOR: DAY, SUSAN						
1	AUGUST	187851	REFUND	80472	08/29/2014 \$	40.00
VENDOR: LISA DUNN						
1	AUGUST	187994	CREDIT	80480	08/29/2014 \$	32.00
VENDOR: LISA HOCKENSMITH						
1	AUGUST	188103	CREDIT	80490	08/29/2014 \$	100.00
VENDOR: PAM OLINGER						
1	AUGUST	188112	CREDIT	80511	08/29/2014 \$	58.00
VENDOR: LAUREN OLMSTED						
1	AUGUST	187274	REFUND	80396	08/15/2014 \$	119.00
VENDOR: TIFFANY SHIELDS						
1	AUGUST	187589	REFUND	80407	08/15/2014 \$	10.00
VENDOR: WEIS, ROSE SHARON						
1	AUGUST	187042	CANCELLATION REFUND	80435	08/15/2014 \$	120.00
Total for 100-000-71350-5830						\$ 479.00
100-000-71350-6002 SUPPLIES - FOOD						
VENDOR: COSTCO WHOLESALE INC. #239						
1	AUGUST	023902013180	SUPPLIES	80468	08/29/2014 \$	17.99

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VENDOR: FOOD LION, INC						
1	AUGUST	281164318470	FREEZE POPS	80370	08/15/2014 \$	10.00
1	AUGUST	281164328478	FOOD	80370	08/15/2014 \$	79.10
1	AUGUST	281164338481	FOOD	80486	08/29/2014 \$	131.49
VENDOR: SCHENCK FOODS CO., INC.						
1	AUGUST	5929542	FOOD	80403	08/15/2014 \$	267.57
1	AUGUST	5932787	CRACKERS	80403	08/15/2014 \$	22.51
VENDOR: WALMART COMMUNITY/GECRB						
1	AUGUST	0560731 8/16/14	FOOD/SUPPLIES	80540	08/29/2014 \$	178.56
Total for 100-000-71350-6002						\$ 707.22
100-000-71350-6013 SUPPLIES - EDUCATIONAL AND REC						
VENDOR: BB&T FINANCIAL, FSB						
2	AUGUST	6723-08/08/2014	FAMILY DOLLAR	80455	08/29/2014 \$	25.00
VENDOR: BERRYVILLE AUTO PARTS INC						
1	AUGUST	10068124	CABLE/ADAPTER	6386	08/29/2014 \$	14.48
VENDOR: TROPHY WORLD						
1	AUGUST	13034	RIBBONS	80423	08/15/2014 \$	629.20
VENDOR: WALMART COMMUNITY/GECRB						
2	AUGUST	0560731 8/16/14	FOOD/SUPPLIES	80540	08/29/2014 \$	48.68
10	AUGUST	0560731 8/16/14	CREDIT	80540	08/29/2014 \$	12.97-
VENDOR: CHRISTIAN WATERS						
1	AUGUST	WATERS07312014	BASKETBALL CAMP PRIZE REIM	6376	08/15/2014 \$	19.97
Total for 100-000-71350-6013						\$ 724.36
100-000-71350-6014 OTHER OPERATING SUPPLIES						
VENDOR: WALMART COMMUNITY/GECRB						
9	AUGUST	0560731 8/16/14	FOOD/SUPPLIES	80540	08/29/2014 \$	71.45
100-000-71350-6015 MERCHANDISE FOR RESALE						
VENDOR: VRPS						
1	AUGUST	08072014	PARK AND REC TICKETS/GOOD	80538	08/29/2014 \$	1,658.00
100-000-81110-3140 ENGINEERING & ARCHITECTURAL						
VENDOR: ANDERSON AND ASSOCIATES, INC.						
1	AUGUST	0090556	JULY 1 - 31	80439	08/29/2014 \$	155.00
VENDOR: PIEDMONT GEOTECHNICAL, INC.						
1	AUGUST	1683VA	PROFESSIONAL SERVICES	6355	08/15/2014 \$	175.00
Total for 100-000-81110-3140						\$ 330.00
100-000-81110-5230 TELECOMMUNICATIONS						
VENDOR: VERIZON						
19	AUGUST	27268895-07/14	JULY 26-AUG 25	80428	08/15/2014 \$	16.60
100-000-81110-5510 TRAVEL MILEAGE						
VENDOR: TEETOR, ALLISON						
1	AUGUST	TEETOR08152014	MILEAGE PDR MEETING	6439	08/29/2014 \$	145.60
100-000-81110-5540 TRAVEL CONVENTION & EDUCATION						
VENDOR: TEETOR, ALLISON						
2	AUGUST	TEETOR08152014	REGISTRATION FEE PDR	6439	08/29/2014 \$	12.00
100-000-81510-3100 PROFESSIONAL SERVICES						

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VENDOR:	JUST IN TIME DESIGN					
1	AUGUST	3238	CLARKE COUNTY TOURISM WEBS	80502	08/29/2014 \$	850.00
100-000-81520-3160 BOARD MEMBER FEES						
VENDOR:	BOYLES, JERRY L					
1	AUGUST	BADAMEET0724201	BADA MEETING JULY 24	6323	08/15/2014 \$	25.00
VENDOR:	OHRSTROM II, GEORGE					
1	AUGUST	BADAMEET0724201	BADA MEETING JULY 24	6354	08/15/2014 \$	25.00
VENDOR:	SMART, KATHY					
1	AUGUST	BADAMEET0724201	BADA MEETING JULY 24	6364	08/15/2014 \$	25.00
Total for 100-000-81520-3160						\$ 75.00
100-000-81700-3160 BOARD MEMBER FEES						
VENDOR:	BLATZ, JOSEPH					
1	AUGUST	BOSA JULY 30	JULY 30 MEETING BOARD OF S	6322	08/15/2014 \$	25.00
1	AUGUST	BSAMEET08/15	BOARD OF SEPTIC APPEALS ME	6389	08/29/2014 \$	25.00
VENDOR:	CALDWELL, ANNE					
1	AUGUST	BSAMEET08/15	BOARD OF SEPTIC APPEALS ME	6391	08/29/2014 \$	25.00
VENDOR:	OHRSTROM II, GEORGE					
1	AUGUST	BOSA JULY 30	JULY 30 MEETING BOARD OF S	6354	08/15/2014 \$	25.00
VENDOR:	STAEELIN, JOHN					
1	AUGUST	BOSA JULY 30	JULY 30 MEETING BOARD OF S	6367	08/15/2014 \$	25.00
VENDOR:	WEISS, DAVID					
1	AUGUST	BSAMEET08/15	BOARD OF SEPTIC APPEALS ME	80542	08/29/2014 \$	25.00
Total for 100-000-81700-3160						\$ 150.00
100-000-81700-3600 ADVERTISING						
VENDOR:	WINCHESTER STAR					
1	AUGUST	1675267 07/14	PUB HEARING	6380	08/15/2014 \$	257.40
100-000-81920-5699 CIVIC CONTRIBUTIONS						
VENDOR:	WINCHESTER REGIONAL AIRPORT AUTHORITY					
1	AUGUST	14-115387	CIVIC CONTRIBUTIONS	80436	08/15/2014 \$	625.00
100-000-82600-5510 TRAVEL MILEAGE						
VENDOR:	LAURA NOWELL SHIFFLETT					
1	AUGUST	SHIFLET08082014	MILEAGE	6435	08/29/2014 \$	226.80
100-000-83100-5230 TELECOMMUNICATIONS						
VENDOR:	VERIZON					
20	AUGUST	27268895-07/14	JULY 26-AUG 25	80428	08/15/2014 \$	6.64
100-000-83100-6014 OTHER OPERATING SUPPLIES						
VENDOR:	WINCHESTER PRINTERS, INC.					
2	AUGUST	32822	EXHIBITOR CARDS	6378	08/15/2014 \$	190.00
TOTAL DEFINITION TYPE 0 :						\$ 148,667.40
TOTAL EXPENDITURES :						\$ 148,667.40
TOTAL for FISCAL YEAR 2015 :						\$ 148,667.40
=====						
TOTAL PAYMENTS :						\$ 172,227.16

CLARKE COUNTY
 AUGUST 2014 VENDOR PAYMENTS REPORT
 Executed By: gilleya

PAGE: 1
 TIME: 07:58:31
 DATE: 09/08/2014

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
=====						
Fiscal Year: 2014						

EXPENDITURES

DEFINITION TYPE 0

301-800-94299-8207 EDP EQUIPMENT ADDITIONS

VENDOR: NACR						
1	AUGUST	IC021042	COURTHOUSE PHONES	80389	08/15/2014	\$ 70,385.85
1	POST YEAR	IC021042CORRECT	MOVE TO FY15	80389	08/15/2014	\$ 70,385.85--

	Total for 301-800-94299-8207	\$ 0.00
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	TOTAL DEFINITION TYPE 0 :	\$ 0.00
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	TOTAL EXPENDITURES :	\$ 0.00
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	TOTAL for FISCAL YEAR 2014 :	\$ 0.00
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Fiscal Year: 2015

EXPENDITURES

DEFINITION TYPE 0

301-800-94280-3100 PROFESSIONAL SERVICES

VENDOR: HULL'S CRANE SERVICE						
1	AUGUST	1634	HAUL 75' MONO-POLE	80492	08/29/2014	\$ 2,000.00

301-800-94299-8207 EDP EQUIPMENT ADDITIONS

VENDOR: NACR						
2	AUGUST	IC021042CORRECT	MOVE TO FY15	80389	08/15/2014	\$ 70,385.85

301-800-94322-8103 COMMUNICATION EQUIPMENT

VENDOR: VOICE PRINT INTERNATIONAL						
1	AUGUST	14-05721D	VPI DIGITAL RECORDING SYST	80431	08/15/2014	\$ 23,044.00

301-800-94323-8112 CONSTRUCTION

VENDOR: JEFFERSON ASPHALT PRODUCTS COMPANY						
1	AUGUST	13410	PAVING AT 129 RAMSBURG	80501	08/29/2014	\$ 47,250.00

VENDOR: WINCHESTER METALS, INC.						
1	AUGUST	15895	REBAR GRADE STAKE	80543	08/29/2014	\$ 79.20

	Total for 301-800-94323-8112	\$ 47,329.20
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301-800-94338-3000 Purchased Services

VENDOR: TYLER TECHNOLOGIES						
1	AUGUST	045-115013	APPLICATION SERVICES	80532	08/29/2014	\$ 14,876.38
1	AUGUST	045-115166	TRAINING COSTS	80532	08/29/2014	\$ 1,580.69
1	AUGUST	045-115511	TRAINING COSTS	80532	08/29/2014	\$ 1,465.63

	Total for 301-800-94338-3000	\$ 17,922.70
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	TOTAL DEFINITION TYPE 0 :	\$ 160,681.75
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	TOTAL EXPENDITURES :	\$ 160,681.75
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	TOTAL for FISCAL YEAR 2015 :	\$ 160,681.75
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	TOTAL PAYMENTS :	\$ 160,681.75
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CLARKE COUNTY
AUGUST 2014 VENDOR PAYMENTS REPORT
Executed By: gilleya

PAGE: 1
TIME: 07:58:28
DATE: 09/08/2014

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
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Fiscal Year: 2014

EXPENDITURES

DEFINITION TYPE 0

607-000-12530-5230 TELECOMMUNICATIONS

VENDOR: TREASURER OF VIRGINIA

14	POST YEAR	T275368	JUNE 2014	6333	08/15/2014 \$	8.35
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732-000-12530-3000 PURCHASED SERVICES - TRANSACTION FEE

VENDOR: WAGE WORKS

1	POST YEAR	125AI0337722	ADMIN FEE	80432	08/15/2014 \$	401.75
1	POST YEAR	125AI0337722COR	MOVE TO FY15	80432	08/15/2014 \$	401.75-

Total for 732-000-12530-3000 \$ 0.00

TOTAL DEFINITION TYPE 0 : \$ 8.35

TOTAL EXPENDITURES : \$ 8.35

TOTAL for FISCAL YEAR 2014 : \$ 8.35

Fiscal Year: 2015

EXPENDITURES

DEFINITION TYPE 0

607-000-12510-3320 MAINTENANCE SERVICE CONTRACT

VENDOR: RICOH USA INC

1	AUGUST	5031993958	05/12-08/11	80519	08/29/2014 \$	64.93
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607-000-12510-6001 OFFICE SUPPLIES

VENDOR: BB&T FINANCIAL, FSB

1	AUGUST	0350-08/08/14	AMAZON - TO RECEIVE CREDIT	80455	08/29/2014 \$	86.99
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607-000-12530-4300 CENTRAL PURCHASING/STORE

VENDOR: BB&T FINANCIAL, FSB

6	AUGUST	0350-08/08/14	ZERBEE	80455	08/29/2014 \$	81.48
8	AUGUST	0350-08/08/14	SHOPLET	80455	08/29/2014 \$	35.24

VENDOR: INDEPENDENT STATIONERS

1	AUGUST	IN-000438059	FOLDER/PAPER	6342	08/15/2014 \$	70.45
1	AUGUST	IN-000445735	PAD/PUSHPIN/BINDER	6410	08/29/2014 \$	136.72

VENDOR: OFFICE DEPOT

1	AUGUST	721705041001	SLEEVES	80395	08/15/2014 \$	38.40-
1	AUGUST	721705042001	SLEEVES	80395	08/15/2014 \$	45.00
1	AUGUST	724599892001	LABE/POUCH/REFILL PENS/PUN	80395	08/15/2014 \$	68.00
1	AUGUST	724600011001	LABEL	80395	08/15/2014 \$	22.18

VENDOR: STAPLES TECHNOLOGY SOLUTIONS

1	AUGUST	ASG855	TONER	80414	08/15/2014 \$	194.85
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VENDOR: SUPPLY ROOM COMPANIES, THE

1	AUGUST	2130428-0	FOLDER	6370	08/15/2014 \$	35.00
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Total for 607-000-12530-4300 \$ 650.52

607-000-12530-5230 TELECOMMUNICATIONS

VENDOR: VERIZON

31	AUGUST	27268895-07/14	JULY 26-AUG 25	80428	08/15/2014 \$	90.94
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607-000-12530-5540 TRAVEL CONVENTION & EDUCATION

VENDOR: NIGP

CLARKE COUNTY
AUGUST 2014 VENDOR PAYMENTS REPORT
Executed By: gilleya

PAGE: 2
TIME: 07:58:28
DATE: 09/08/2014

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
1	AUGUST	SEMINARNOV2014	SEMINAR DEVELOPING AND MAN	80393	08/15/2014	\$ 645.00
607-000-12530-5810 DUES,SUBSCRIPTIONS & MEMBERSHIPS						
VENDOR: COSTCO MEMBERSHIP						
1	AUGUST	GENERALMEMBER14	MEMBERSHIP RENEWAL	80361	08/15/2014	\$ 55.00
1	AUGUST	PWILEYMEMBER14	MEMBERSHIP RENEWAL	80361	08/15/2014	\$ 55.00
VENDOR: TREASURER OF VIRGINIA						
1	AUGUST	BBENNETT2014	NOTARY FOR B. BENNETT	80421	08/15/2014	\$ 45.00
Total for 607-000-12530-5810						\$ 155.00
732-000-12530-3000 PURCHASED SERVICES - TRANSACTION FEE						
VENDOR: WAGE WORKS						
2	AUGUST	125AI0337722COR	MOVE TO FY15	80432	08/15/2014	\$ 401.75
TOTAL DEFINITION TYPE 0 :						\$ 2,095.13
TOTAL EXPENDITURES :						\$ 2,095.13
TOTAL for FISCAL YEAR 2015 :						\$ 2,095.13
TOTAL PAYMENTS :						\$ 2,103.48

Clarke County Board of Supervisors

Joint Administrative Services Board Update

At a regular meeting of the Joint Administrative Services Board held on Monday, August 25, 2014 at 1:00 pm in the Meeting Room AB, Berryville Clarke County Government Center, 101 Chalmers Court, 2nd Floor, Berryville, Virginia.

Members Present

David Ash; Chuck Bishop; J. Michael Hobert; Sharon Keeler; Chip Schutte

Members Absent

None

Staff Present

Emily Johnston; Tom Judge; Lora Walburn

Others Present

Tony Roper

1. Call To Order - Determination of Quorum

At 1:00 pm, Michael Hobert called the meeting to order.

By consensus, the Board adopted the agenda as presented.

2. Approval of Minutes

Chip Schutte, seconded by Sharon Keeler, moved to approve the July 28, 2014 minutes as presented. The motion carried by the following vote:

David Ash	-	Aye
Chuck Bishop	-	Aye
J. Michael Hobert	-	Aye
Sharon Keeler	-	Aye
Charles "Chip" Schutte	-	Aye

3. Travel Policy

Emily Johnson, Accounts Payable Specialist, has recommended modifications to our current travel policies. Two recommendations directly address problems that have continued since the most recent revision of the travel policy in 2010.

Those recommendations are:

- A. Payment of per diem rates for meals in cases of overnight travel, rather than the current system of reimbursement for individual meals.*
- B. Development and mandated use of a single form for capturing travel expenditures.*

In addition to these items, Ms. Johnson will review additional modifications to current policy intended as clarification of current policy. Please find the current (p. 2) and proposed (p. 5) policies attached. Action is not requested at this meeting.

Tom Judge introduced Emily Johnson, Accounts Payable Coordinator. He briefly summarized Mrs. Johnson's recommendation advising that this would be an update under the purchasing policy. Emily Johnson answered questions from the Board during the course of its discussion. Highlights include:

- Concerns expressed:
 - Must continue to require documentation before and after including notation that the trip was authorized and made during the established time period.
 - Mistaken additions to the credit card charges.
 - Per Diem rates require further review.
 - Consider assigning responsibility for overages to account managers.
 - After-the-fact enforcement of overages or disputed charges.
- Follow Up Items:
 - Research policies in surrounding jurisdictions and provide comparisons.
 - Develop process for handling special situations.
 - Check VACo trip form.

4. ERP Update

Since the last meeting there has been two days of Chart of Accounts training and development, and one half day of Cloud Administration training.

There was also a meeting with Social Services to set up a chart of accounts for CCSS and CSA.

This week there will be two days of training on System Administration, and next week two days of training on Security and Workflow administration.

We plan to complete the Chart of Accounts draft by mid-September in advance of the annual financial audit. Board members should now have access to the Sharepoint site on which the project plan and calendar are laid out.

Attached is a proposed communication to employees regarding the new system (p. 22). The Board should discuss the text, as well as the best means of distributing it.

Highlights of Tom Judge's review and Board discussion include:

- Completed the implementation plan discussed by the Board at its July 28 meeting:
 - Made the requested changes to the risk register.
 - Uploaded the document.
- Completed the project plan.
 - Resolved date problems.
 - Uploaded the document.
- By consensus, the Board approved the text of the proposed memo as presented.
- By consensus, the Board agreed to have the notice signed by David Ash and Chuck Bishop.

5. Pay and Classification Update

JAS job descriptions were reviewed and forwarded to Evergreen. Evergreen is expected to respond in the near future through Rick Catlett.

Highlights of Tom Judge's review include:

- Reviewed Joint Administrative Services job descriptions.
- Rick Catlett has submitted the job descriptions to Evergreen.
- Evergreen has not yet responded.

6. Set Next Meeting

Tom Judge advised that the next regularly scheduled meeting of the Board was set for Monday, September 29, 2014.

Sharon Keeler and Mike Hobert advised that due to scheduling conflicts they were unable to attend the September 29 meeting.

By consensus, the Board agreed to change the regular meeting date from September 29 to October 6 at 1 at 1:00 pm in Meeting Room AB at the Berryville Clarke County Government Center.

6. Adjournment

At 1:50 pm, Chairman Hobert adjourned the meeting.

Minutes Recorded and Transcribed by: Lora B. Walburn



Clarke County Joint Administrative Services Board



Board of Supervisors Member
J. Michael Hobert
(540) 955-4141

Treasurer Sharon Keeler
(540) 955-5160

School Board Member
Charles "Chip" Schutte
540-837-3054

County Administrator David Ash
(540) 955-5191

Director Thomas Judge
(540) 955-6172

School Superintendent Chuck Bishop
540-955-6100

To: All Clarke County Employees

Date: August 25, 2014

RE: Statement regarding our new ERP system

As many of you know, the Clarke County Government and Schools have contracted with Tyler Technologies to replace the core computer applications for the management of our financial, payroll, human resources, permitting, and revenue billing processes.

Mission Statement. To transition from the County's various legacy software packages to MUNIS as quickly and efficiently as possible while limiting service disruptions, providing proper training, and maintaining day-to-day operations.

Goals. Our new Enterprise Resource Planning (ERP) system will have the following major long-term benefits:

1. Designing workflow models and business rules to reduce errors.
2. Stabilizing the technology environment with standard software.
3. Enhancing operational effectiveness by eliminating duplicate data maintenance, and storing documents in digital format.
4. Improving the flow of information and data sharing between staff, managers, executives, boards, and citizens.
5. Increasing the ability to electronically interface with, and report to, other databases inside and outside the County.
6. Improving service delivery to citizens.

Timeline and Milestones. We have established an estimated implementation schedule for key applications.

- ✓ Financial applications will be completed in May 2015.
- ✓ Payroll and Human Resources applications will be completed in October 2015.
- ✓ Revenue applications will be phased in through April 2017.

524 Westwood Road, Berryville, VA 22611

Staff Training. Training is an important component of implementing any new process. For our new ERP system, training will be provided by Tyler and County staff with dates to be determined. Access to the new system will require completion of training and proficiency with the new system.

Agency Commitment. It is important that agencies are fully committed to scheduled tasks and roles. This includes staff training sessions, information gathering, participation in implementation and testing, and communication within their agencies. Please carefully manage staff schedules and other assignment priorities in order to minimize conflicts with the ERP implementation.

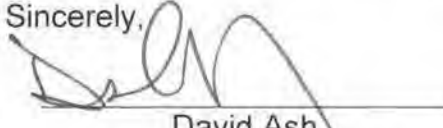
Contact Information. Because communication is critical to our success, please contact the Project Managers with any questions.

- For the County, this is Tom Judge at Joint Administrative Services (540-955-6172 or tjudge@clarkecounty.gov).
- For Tyler Technologies, this is Rocky Grider ([800-772-2260](tel:800-772-2260) ext. 5615 or rocky.grider@tylertech.com).

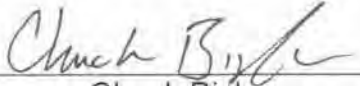
There will be regular email updates on the project as it proceeds.

This is a big undertaking. It will be challenging at times, but the long-term benefits of making this move far outweigh the transitional pains to implement it. Many of you will be called on to help make this transition happen as quickly and smoothly as possible.

I thank you for all of your diligence, patience, and insight as this project moves along.

Sincerely,


David Ash
County Administrator



Chuck Bishop
School Superintendent

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>
7/15/2014	1788	Develop Fee for Service program report.	Brandon Stidham		
7/15/2014	1790	Provide in September an update on the order in which energy policies will be addressed.	Alison Teetor	Moved to 10/16 agenda	9/8/2014
8/19/2014	1797	Process public hearing notice for TA-14-02 for 10/21	Lora B. Walburn	Complete	9/3/2014
8/19/2014	1798	Process public hearing notice for TA-14-40 for 10/21	Lora B. Walburn	Complete	9/3/2014
8/19/2014	1799	Update database and draft letters of appointment.	Lora Walburn	Complete	8/22/2014
8/19/2014	1800	Execute letter of appointment.	J. Michael Hobert	Complete	8/22/2014
8/19/2014	1801	Modify and process approved minutes.	Lora B. Walburn	Complete	8/21/2014
8/19/2014	1802	Process public hearing notice for Economic Development Strategic Plan for 10/21	Lora B. Walburn	Complete	9/3/2014
8/19/2014	1803	Enhance distribution of the Economic Development Strategic Plan via compact disc.	Brandon Stidham		
8/19/2014	1804	Provide the Economic Development Strategic Plan to VCE with request for comment.	Brandon Stidham		
8/19/2014	1805	Refer any comments on the Economic Development MOU to Brandon Stidham within the next week.	Supervisors	Complete	8/22/2014
8/19/2014	1806	Execute and forward the Maintenance Building Agreement.	David Ash	Complete	8/22/2014

Clarke County Board of Supervisors

Board Member Committee Status Reports

Clarke County Board of Supervisors

Closed Session Pursuant to §2.2-3711-A1
Specific Employees or Appointees of the
Board and such other purpose as identified.

Clarke County Board of Supervisors

Adjournment

Clarke County Board of Supervisors

Monthly Reports:

1. Building Department
2. Commissioner of the Revenue

RESIDENTIAL CONSTRUCTION

NEW SINGLE FAMILY

Owner/Address	Description/Parcel ID	Estimated Value
LICKING VALLEY CONSTRUCTION 116 STELLA MAE LANE, BLUEMONT, VA 20135	NEW RESIDENCE SINGLE 32A41A	334,519
WILBUR COSTELLO 413 DELANY CT., BERRYVILLE, VA 22611	NEW RESIDENCE SINGLE 14A714124	184,163
MARK & MARY FINLEY 55 ASHLEY WOODS LN., BLUEMONT, VA 20135	NEW RESIDENCE SINGLE 33A33	542,357
RICHMOND AMERICAN HOMES 508 BURWELL CT. BERRYVILLE, VA 22611	NEW RESIDENCE SINGLE 14C164	478,484
RICHMOND AMERICAN HOMES 509 BURWELL CT. BERRYVILLE, VA 22611	NEW RESIDENCE SINGLE 14C168	563,391
RICHMOND AMERICAN HOMES 501 BURWELL CT. BERRYVILLE, VA 22611	NEW RESIDENCE SINGLE 14C170	397,939
CAPITAL BUILDERS, LLC 429 MONTGOMERY CT. BERRYVILLE, VA 22611	NEW RESIDENCE SINGLE 14A84171	329,781
CAMACHO-PEREZ, GUALBERTO 5540 HARRY BYRD HIGHWAY 22611	NEW RESIDENCE SINGLE 15-A-23	444,897
TOTALS:	8	3,275,531
TOTAL NEW RESIDENTIAL CONSTRUCTION:	8	3,275,531

RESIDENTIAL RENOVATIONS

Owner/Address	Description/Parcel ID	Estimated Value
JOHN STAELIN 11 EAST MAIN STREET, BOYCE, VA 22620	ADDITION/REMODEL SINGLE 21A1A64A	101,600
RICHMOND AMERICAN HOMES 700 MCGUIRE CIRCLE, BERRYVILLE, VA 22611	REMODEL-MINIMUM FEE 14C171	16,824
TOTALS:	2	118,424

OTHER BUILDING PERMITS

Owner/Address	Description/Parcel ID	Estimated Value
MICHAEL KAHLER 168 HOLLOW BROOK LN., BLUEMONT, VA 20135	DECK/PORCH	25,920
RALPH PAGINGTON 101 TAYLOR ST. BERRYVILLE, VA 22611	ACCESSORY BLDG	4,000
TIMOTHY BALON 200 BRADFORD DRIVE, BOYCE, VA 22620	DECK/PORCH	10,800

WILBUR COSTELLO 413 DELANY CT., BERRYVILLE, VA 22611	FOUNDATION PERMIT	201,600
MIKE & JOYCE HAYTON 1023 JANEVILLE RD., BERRYVILLE, VA 22611	NEW SINGLE FAMILY GARAGE	42,396
BOYCE ELEMENTARY SCHOOL 119 WEST MAIN STREET 22620	COMMERCIAL ACCESSORY	5,000
ANGELA SETTER 225 MAPLE LANE, BLUEMONT, VA 20135	RESIDENTIAL CARPORT	11,124
MATTHEW D. WHITE 2903 CASTLEMAN RD. BERRYVILLE, VA 22611	OTHER NON RESIDENTIAL	0
ROBERT MORGAN 830 OLD WATERLOO RD. BOYCE, VA 22620	FIREPLACE/CHIMNEY	2,000
LONG BRANCH 830 LONG BRANCH LANE, MILLWOOD, VA 22646	TENTS OVER 900'	5,000
TONE PHASAI 1358 CHILLY HOLLOW RD. BERRYVILLE, 22611	OTHER NON RESIDENTIAL	2,000
TOTALS:	11	309,840

SIGN PERMITS

Owner/Address	Description/Parcel ID	Estimated Value
TOTALS:	0	0

TOTAL # OF BUILDING PERMITS / VALUE:	21	3,703,795
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CERTIFICATES OF OCCUPANCY

DATE ISSUED	ADDRESS	TYPE
5/29/2014	301 GREEN MEADOW COURT 22620	PERMANENT

TOTAL PERMIT & INSPECTION FEES COLLECTED:	25,206.0
TOTAL OTHER REVENUE COLLECTED:	0.00
STATE SURCHARGE COLLECTED: COLLECTED:	438.72
TOTAL REVENUE COLLECTED:	25,644.72

OTHER PERMITS ISSUED:

TYPE	RES	COMM	FEES	VALUE
ELECTRICAL PERMIT	14	1	385.00	3,500
GAS PERMIT	5	0	215.00	2,150
MECHANICAL PERMIT	12	1	220.00	5,800
PLUMBING PERMIT	10	1	590.00	0
TOTALS:	41	3	1,410.00	11,450

PROJECT CODE RECAP

PERMITS BYTYPE	# OF PERMITS	ESTIMATED VALUE
ACCESSORY BLDG RESIDENTIAL	1	4,000
ADDITION/REMODEL SINGLE FAMILY	1	101,600
COMMERCIAL ACCESSORY STRUCTURE	1	5,000
RESIDENTIAL CARPORT	1	11,124
DECK/PORCH	2	36,720
ELECTRIC PERMITS	15	0
FIREPLACE/CHIMNEY	1	2,000
FOUNDATION PERMIT	1	201,600
GAS PERMITS	5	0
MECHANICAL PERMITS	13	0
NEW RESIDENCE SINGLE FAMILY	8	3,275,531
NEW SINGLE FAMILY GARAGE	1	42,396
OTHER NON RESIDENTIAL BUILDING	2	2,000
PLUMBING PERMITS	11	0
REMODEL-MINIMUM FEE (RES)	1	16,824
TENTS OVER 900'	1	5,000
TOTALS	65	3,703,795

PERMITS BY AREA

DESCRIPTION	# OF PERMITS	ESTIMATED VALUE
GREENWAY DISTRICT	4	5,000
CHAPEL DISTRICT	9	0
BATTLETOWN DISTRICT	11	2,000
LONGMARSH DISTRICT	2	2,150
BERRYVILLE DISTRICT	31	0
BOYCE DISTRICT	8	0
TOTALS	65	9,150

INSPECTIONS BY TYPE

PERMIT TYPE	# OF INSPECTIONS	RES	COMM
BUILDING PERMIT	85	81	4
ELECTRICAL PERMIT	35	34	1
GAS PERMIT	10	10	0
MECHANICAL PERMIT	21	19	2
PLUMBING PERMIT	21	20	1
TOTALS	172	164	8

Building Dept. - Clarke County
New Single Family Dwellings 2014

	Battletown	Berryville	Boyce	Chapel	Greenway	Longmarsh	TOTAL	COMMENTS			
January	0	0	1	1	0	1	3				
February	0	0	0	2	1	1	4	1 in LM is Mobile Home			
March	1	0	0	1	2	0	4				
April	1	2	0	0	0	0	3				
May	1	0	0	1	0	0	2				
June	0	0	0	0	1	2	3	1 in LM replaces Dwelling that burned down			
July	0	3	0	0	1	0	4				
August	1	5	0	2	0	0	8				
September							0				
October							0				
November							0				
December							0				
TOTAL	4	10	1	7	5	4	31				

DAY	DATE	HOURS IN FIELD	HOURS IN OFFICE	TOTAL HOURS	BLDG INSP	ELEC INSP	GAS INSP	MECH INSP	PLBG INSP	MISC INSP	TOTAL INSP	START MILEAGE	END MILEAGE	TOTAL MILES DRIVEN	FUEL	COMMENTS
Friday	8/1/2014	7	1.5	8.5	3	1	3	2	2		11			0		
Saturday	8/2/2014			0							0			0		
Sunday	8/3/2014			0							0			0		
Monday	8/4/2014	6.5	2.5	9	4	1		1			6			0		
Tuesday	8/5/2014	7.5	1.5	9	8	2	1	1	1		13			0		
Wednesday	8/6/2014	off		0							0			0		
Thursday	8/7/2014	7.5	1.5	9	4	4		2	3		13			0		
Friday	8/8/2014	6	2.5	8.5	1	3		1			5			0		
Saturday	8/9/2014			0							0	0	0	0		
Sunday	8/10/2014			0							0	0	0	0		
Monday	8/11/2014	2	6.5	8.5	1						1	0	0	0		
Tuesday	8/12/2014	6	4	10	1	1	3				5	0	0	0		
Wednesday	8/13/2014	7.5	2	9.5	5	4	1	1	1		12	0	0	0		
Thursday	8/14/2014	6.5	2	8.5	4	2			1	1	8	0	0	0		
Friday	8/15/2014	6	2	8	5	1	3				9	0	0	0		
Saturday	8/16/2014			0							0	0	0	0		
Sunday	8/17/2014			0							0	0	0	0		
Monday	8/18/2014	7	2	9	6	3					9	0	0	0		
Tuesday	8/19/2014	6	4	10	3				3		6	0	0	0		
Wednesday	8/20/2014	6	3	9	4						4	0	0	0		
Thursday	8/21/2014	6	3	9	3	1					4	0	0	0		
Friday	8/22/2014	6.5	1.5	8	5	3	2				10	0	0	0		
Saturday	8/23/2014			0							0	0	0	0		
Sunday	8/24/2014			0							0	0	0	0		
Monday	8/25/2014	6	3.5	9.5	3	1			1		5	0	0	0		
Tuesday	8/26/2014	7	2	9	2		1		1	1	5	0	0	0		
Wednesday	8/27/2014	7	2	9	5	1			3		9	0	0	0		
Thursday	8/28/2014	6	2	8	6	1		1	1		9	0	0	0		
Friday	8/29/2014	7	1.5	8.5	2	2	3	1	4		12	0	0	0		
Saturday	8/30/2014			0							0			0		
Sunday	8/31/2014			0							0			0		
TOTALS		127	50.5	177.5	75	31	18	10	21	1	156			0	0	

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RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
08/04/14	14-1181	MYERS, DUANE; ET AL RECORDED TIME: 12:45 DESCRIPTION 1: TOWN OF BOYCE, LOT 21 DATE OF DEED : 07/30/14 BOOK: 579 NUMBER PAGES : 0	N HODDINOTT, GEORGE; IV ET UX 243 BRADFORD DRIVE BOYCE, VA. 22620 PAGE: 523 MAP: 21A5-1-21	N 347,000.00 PIN:	DBS	100% <i>348,000</i> <i>w/100%</i>
08/05/14	14-1187	HSBC BANK; TR RECORDED TIME: 03:51 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 07/18/14 BOOK: 579 NUMBER PAGES : 0	N EVANS, JOHN 120 HERMITAGE BLVD BERRYVILLE, VA. 22611 PAGE: 549 MAP: 14A8-3-81	N 324,975.00 PIN: <i>(f)</i>	DBS	100% <i>372,500</i> <i>w/100%</i>
08/05/14	4121	WALLACE, TERRY ANN RECORDED TIME: 11:04 DESCRIPTION 1: 96.5 ACRES - CHAPEL DISTRICT DATE OF DEED : 08/05/14 BOOK: 94 NUMBER PAGES : 0	N/A N/A D/B 534 PG 173 PAGE: 991 MAP: 33-A-10	.00 WR/S PIN:	REA	00%
08/06/14	14-1191	PAGINGTON, RALPH D & MARIANNE RECORDED TIME: 02:15 DESCRIPTION 1: PARCEL ON BUCKMARSH & TAYLOR STREET DATE OF DEED : 07/30/14 BOOK: 579 NUMBER PAGES : 0	N JOHNSON, MICHAEL W & DEBORAH K 101 TAYLOR ST BERRYVILLE, VA. 22611 TOWN OF BERRYVILLE PAGE: 571 MAP: 14A4-A-65	N 330,109.00 WR/S PIN:	DBS	100%
08/06/14	14-1189	VINCENT, NANCY F RECORDED TIME: 10:45 DESCRIPTION 1: LONGMARSH DIST DATE OF DEED : 08/06/14 BOOK: 579 NUMBER PAGES : 0	N HADDON, JACQUELINE R 10449 HARRY BYRD HWY BERRYVILLE, VA. 22611 LIFE ESTATE PAGE: 568 MAP: 7-A-66	N .00 PIN:	DG	100%
08/06/14	4122	PEFFER, KENNETH LEE RECORDED TIME: 15:33 DESCRIPTION 1: LOT B & LOT A-2, PEFFER SUBD DATE OF DEED : 08/06/14 BOOK: 94 NUMBER PAGES : 0	N/A N/A TOWN OF BERRYVILLE PAGE: 995 MAP: 14-A-42B,42C	.00 WR/S PIN:	PROBATE	00%
08/07/14	14-1195	LOPEZ, TERESA L RECORDED TIME: 01:40 DESCRIPTION 1: LOT 19, SHEN FARMS, SECT A DATE OF DEED : 08/06/14 BOOK: 579 NUMBER PAGES : 0	N JENNINGS, DONNA 762 GREENWOOD RD WINCHESTER, VA. 22602 GREENWAY DIST PAGE: 595 MAP: 37A2-1-19	N 26,000.00 PIN:	DBS	100% <i>75K</i> <i>VAC</i>
08/07/14	4123	WEBER, SHARON WILSON, DECD RECORDED TIME: 14:40 DESCRIPTION 1: PROBATE.... 30.63 ACRES IN CHAPEL DIST DATE OF DEED : 08/07/14 BOOK: 95 NUMBER PAGES : 0	N/A N/A D/B 335 PG 712 PAGE: 1 MAP: 22-A-125	.00 MAP # 22-A-125 PIN:	PROBATE	00%

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RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
08/07/14	4124	THOMAS, CHRISTINE J, DECD RECORDED TIME: 15:11 DESCRIPTION 1: COPY OF WILL FROM FAIRFAX CO DATE OF DEED : 08/07/14 BOOK: 95 PAGE: 6 NUMBER PAGES : 0	N/A N/A LOT 23,BLK 1E,SEC 1 - SHEN.RET BATTLEOWN DST MAP: 17-A1-4-23	.00	COPY	00%
08/08/14	14-1203	BRACKEN, JOSEPH M & WENDY RECORDED TIME: 03:20 DESCRIPTION 1: LOT 4 UPTON FARM ESTATES DATE OF DEED : 08/05/14 BOOK: 579 PAGE: 646 NUMBER PAGES : 0	N KEIM, JOHN & KERRY 118 BEYDLER LN BERRYVILLE, VA. 22611 LONGMARSH DIST MAP: 4-4-4	N 440,000.00	DBS	100% <i>111,700</i> <i>w/impv</i>
08/08/14	14-1205	BEAM, FRANK P,III & REBECCA A RECORDED TIME: 03:25 DESCRIPTION 1: LOTS 20 ----- 22 DATE OF DEED : 08/07/14 BOOK: 579 PAGE: 659 NUMBER PAGES : 0	N IRIZARRY, MELANIE M 6446 HOWELLSVILLE RD FRONT ROYAL, VA. 22630 SHEN.FARMS, SECT. GREENWAY DIST MAP: 37A1-2-20,21,22 → <i>via 20K → 220K w/impv</i>	N 239,000.00	DBS	100% <i>220K V. VAS.</i>
08/08/14	14-1196	JOHNSON, DAVID C & DEANNA K; T RECORDED TIME: 11:05 DESCRIPTION 1: LOT 56, SECTION 2, APPLE GLEN DATE OF DEED : 08/01/14 BOOK: 579 PAGE: 597 NUMBER PAGES : 0	N JOHNSON, DAVID C & DEANNAK; RO N 536 PAGE STREET BERRYVILLE, VA. 22611 TOWN OF BERRYVILLE MAP: 14A21356	.00	DBS	100%
08/11/14	14-1028	BORRMANN, DONALD A; TRUSTEE RECORDED TIME: 02:00 DESCRIPTION 1: BATTLETOWN DISTRICT, SHEN RET, DATE OF DEED : 08/05/14 BOOK: 579 PAGE: 672 NUMBER PAGES : 0	N BAGAY, HERSON 30 WHITE OAK LANE BLUEMONT, VA. 20135 1.1295 ACRES MAP: 17A2-13-11	N 225,000.00	DBS	100% <i>228,900</i> <i>w/impv</i>
08/11/14	14-1207	STONERIDGE INVESTMENTE, LC RECORDED TIME: 09:35 DESCRIPTION 1: LONGMARSH DISTRICT DATE OF DEED : 00/00/00 BOOK: 11 PAGE: 63 NUMBER PAGES : 1	N STONERIDGE INVESTMENTMLC N/A MAP: 6-A-40+	N .00	OPM	100%
08/11/14	4126	REYNOLDS, CATHERINE G RECORDED TIME: 12:39 DESCRIPTION 1: PARCEL AT 304 JOSEPHINE ST - TOWN BERRYVILLE D/B 90 PG 671 DATE OF DEED : 08/11/14 BOOK: 95 PAGE: 22 NUMBER PAGES : 0	N/A N/A MAP: 14A6-3-A-3	.00	REA	00%
08/12/14	14-1216	DICKS, WALTER & ELIZABETH RECORDED TIME: 02:35 DESCRIPTION 1: CHAPEL DISTRICT, LOT C1C, 4.600 ACRES DATE OF DEED : 08/08/14 BOOK: 579 PAGE: 713 NUMBER PAGES : 0	N BUSER, EDWARD & MARY 2508 PHILADELPHIA ROAD EDGEWOOD, MD. 21040 MAP: 32-A-72D	N 107,000.00	DBS	100% <i>130,200</i> <i>w/impv</i>

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RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
08/12/14	14-1217	LEWIS & BURKE REAL ESTATE LLC	N SHENANDOAH VALLEY HOUSING LLC 13974 BLAZER LANE LOVETTSTVILLE, VA. 20180	N 160,000.00	DBS	100%
		RECORDED TIME: 02:36				
		DESCRIPTION 1: BATTLETOWN DISTRICT				
		DATE OF DEED : 08/11/14 BOOK: 579 PAGE: 715 MAP: 16-1-1, 2, 3, 4				
		NUMBER PAGES : 0				
08/12/14	14-1211	NEITZ, BRENT A & NICHOLE L	N BRACKEN, JOSEPH M & WENDY H 113 JACKSON DRIVE BERRYVILLE, VA. 22611	N 340,000.00	DBS	100%
		RECORDED TIME: 11:10				
		DESCRIPTION 1: TOWN OF BERRYVILLE BATTLETOWN DISTRICT				
		DATE OF DEED : 08/07/14 BOOK: 579 PAGE: 696 MAP: 14A7-7-186A				
		NUMBER PAGES : 0				
08/12/14	14-1215	HUNTER ASSOCIATES LLC	N KELLEHER, THOMAS; JR ET UX 2801 SALEM CHURCH ROAD BERRYVILLE, VA. 22611	N 185,000.00	DBS	100%
		RECORDED TIME: 12:45				
		DESCRIPTION 1: BATTLETOWN DISTRICT, LOT 2, 10.7048 ACRES				
		DATE OF DEED : 08/11/14 BOOK: 579 PAGE: 711 MAP: 26-A-107				
		NUMBER PAGES : 0				
08/12/14	4127	POTTS, RUTH M	N/A	.00	PROBATE	00%
		RECORDED TIME: 15:21				
		DESCRIPTION 1: 111 DORSEY ST - TOWN OF BERRYVILLE	LOT 4 & LOT 26			
		DATE OF DEED : 08/12/14 BOOK: 95 PAGE: 24 MAP: 14-A1-1-19;14A1-1-26				
		NUMBER PAGES : 0				
08/15/14	14-1232	SETTER, ANGELA R	Y SETTER, ANGELA R 225 MAPLE LN BLUEMONT, VA. 20135	Y .00	DBS	100%
		RECORDED TIME: 01:50				
		DESCRIPTION 1: BATTLETOWN DIST				
		DATE OF DEED : 00/00/00 BOOK: 579 PAGE: 787 MAP: 17A2-20-10--13				
		NUMBER PAGES : 0				
08/15/14	14-1227	SAUNDERS, LAWTON M TR OF SAUND	N BYRD, BARBARA J, TR OF COBBLE P O BOX 472 BERRYVILLE, VA. 22611	N 293,500.00	DBS	100%
		RECORDED TIME: 10:10				
		DESCRIPTION 1: LONGMARSH DIST				
		DATE OF DEED : 08/13/14 BOOK: 579 PAGE: 750 MAP: 6-A-51				
		NUMBER PAGES : 0				
08/15/14	14-1229	TUZA, PHILIP S & SUSAN E	N MURRAY, DALIBORKA & NICHOLAS 152 HERMITAGE BLVD BERRYVILLE, VA. 22611	N 345,000.00	DBS	100%
		RECORDED TIME: 11:15				
		DESCRIPTION 1: LOT 92 - LONGMARSH DIST	HERMITAGE, PHASE 111B WR/S			
		DATE OF DEED : 08/12/14 BOOK: 579 PAGE: 772 MAP: 14A8-3-92				
		NUMBER PAGES : 0				
08/15/14	14-1231	FOWLER, WILLIAM E	N MONOPOLY LLC 120 E CORNWELL LN PURCELLVILLE, VA. 20132	N 180,000.00	DBS	100%
		RECORDED TIME: 11:17				
		DESCRIPTION 1: PARCEL ON E MAIN ST - TOWN OF BERRYVILLE				
		DATE OF DEED : 08/13/14 BOOK: 579 PAGE: 785 MAP:				
		NUMBER PAGES : 0				

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08/18/14	14-1235	FRIANT ENTERPRISES, LP LLP RECORDED TIME: 01:00 DESCRIPTION 1: BATTLETOWN DISTRICT, 11.47 ACRES DATE OF DEED : 08/15/14 BOOK: 579 PAGE: 809 MAP: 14-A-81 NUMBER PAGES : 0	N PIDGEON, GUY & RHODA 25 BATTLETOWN DRIVE BERRYVILLE, VA. 22611	N 680,000.00	DBS	100% <i>804,100 w/impv</i>
08/18/14	14-1240	HARVUE LC RECORDED TIME: 02:28 DESCRIPTION 1: LONGMARSH DISTRICT DATE OF DEED : 00/00/00 BOOK: 579 PAGE: 828 MAP: 7-A-129 NUMBER PAGES : 0	N RAPPAHANNOCK ELECTRIC N/A	N .00	DE	100%
08/18/14	14-1241	CARTER, JOHN B & PAGE RECORDED TIME: 02:29 DESCRIPTION 1: GREENWAY DISTRICT DATE OF DEED : 00/00/00 BOOK: 579 PAGE: 831 MAP: 29-A-11 NUMBER PAGES : 0	N RAPPAHANNOCK ELECTRIC N/A	N .00	DE	100%
08/18/14	14-1242	WILMAFAYE PROPERTIES LLC RECORDED TIME: 02:40 DESCRIPTION 1: TOWN OF BERRYVILLE, LOT 1, BATTLETOWN SUBD SEC C DATE OF DEED : 08/15/14 BOOK: 579 PAGE: MAP: 14A2-14-C-1 NUMBER PAGES : 0	N CHAHTAHTY, THERESE 204 MOORE DRIVE BERRYVILLE, VA. 22611	N 115,000.00	DBS	100% <i>- 119,900 w/impv</i>
08/19/14	14-1244	MADISON, LOIS E RECORDED TIME: 10:20 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 08/14/14 BOOK: 579 PAGE: 850 MAP: 14A8-3-102 NUMBER PAGES : 0	N WARNER, DEANNA L 137 HERMITAGE BLVD BERRYVILLE, VA. 22611	N 435,000.00	DBS	100% <i>390,000 w/impv.</i>
08/19/14	14-1246	FFC PROPERTIES LLC RECORDED TIME: 11:45 DESCRIPTION 1: LONGMARSH DISTRICT, CONTAINING 1.048 ACRES DATE OF DEED : 08/13/14 BOOK: 579 PAGE: 867 MAP: 1-A-5A NUMBER PAGES : 0	N TAVENNER, CAROLYN L & DAVID L 1782 SWINLEY ROAD BERRYVILLE, VA. 22611	N 299,500.00	DBS	100% <i>275,300 w/impv</i>
08/19/14	14-1248	FOLTZ, GARY L & CONSTANCE B RECORDED TIME: 11:47 DESCRIPTION 1: LONGMARSH DISTRICT, CONTAINING 10.2381 MORE OR LESS DATE OF DEED : 08/18/14 BOOK: 579 PAGE: 879 MAP: 3-A-55B NUMBER PAGES : 0	N KOZMA, RICHARD & JULIE 283 DAWSON FARM LANE BERKELEY SPRINGS, WV. 25411	N 208,100.00	DBS	100% <i>145K 208,100 V.A.C.</i>
08/20/14	14-1259	ORNDORFF, RANDALL S RECORDED TIME: 03:20 DESCRIPTION 1: 1/2 INTEREST, TOWN OF BERRYVILLE DATE OF DEED : 08/20/14 BOOK: 579 PAGE: 926 MAP: 14A2-A-129 NUMBER PAGES : 0	N WATKINS, WILLIAM B; III 810 POND QUARTER LANE BERRYVILLE, VA. 22611	N 55,000.00	DBS	100% <i>133,100 w/impv Tom 92</i>

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RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
08/20/14	14-1260	WATKINS, WILLIAM B; III ET UX	N WATKINS, WILLIAM B; III ET UX N 810 POND QUARTER LANE BERRYVILLE, VA. 22611	.00	DBS	100%
		RECORDED TIME: 03:40				
		DESCRIPTION 1: TOWN OF BERRYVILLE				
		DATE OF DEED : 08/20/14 BOOK: 579 PAGE: 927 MAP: 14A2-A-129				
		NUMBER PAGES : 0				
08/20/14	14-1261	KELLY WOLLARD & ASSOCIATES INC	N ARMSTRONG, MICHAEL & JEAN N 97 LOCUST LANE BLUEMONT, VA. 20135	165,000.00	DBS	100%
		RECORDED TIME: 04:15				
		DESCRIPTION 1: BATTLETOWN DISTRICT, LOT 11, 6.179 ACRES				
		DATE OF DEED : 08/18/14 BOOK: 579 PAGE: 929 MAP: 25B-2-11				
		NUMBER PAGES : 0				173,800 w/imp/y
08/20/14	4128	COFFMAN, LOLA B	N/A	.00	COPY	00%
		RECORDED TIME: 11:07	N/A			
		DESCRIPTION 1: LONGMARSH DISTRICT, TRACTS A, B, C 176 ACRES COPY OF WILL FROM WINCHESTER CITY				
		DATE OF DEED : 08/20/14 BOOK: 95 PAGE: 38 MAP: 3-A-47				
		NUMBER PAGES : 0				
08/21/14	14-1263	JONAITIS, TERESA A, ET AL	N MASTERS, GLENN A N 1004 PYLETOWN ROAD BOYCE, VA. 22620	280,000.00	DBS	100%
		RECORDED TIME: 11:45				
		DESCRIPTION 1: CHAPEL DISTRICT, LOT 1 CONT. 6.4007, LOT 2 CO. NT. 11.8530 ACRES				
		DATE OF DEED : 08/19/14 BOOK: 579 PAGE: 950 MAP: 21-A-18B				
		NUMBER PAGES : 0				278,200 w/imp/y 64 K Vac
08/22/14	14-1270	MCDONALD, BRIAN A	N MURRY, BARBARA L N 11 DORSEY ST BERRYVILLE, VA. 22611	260,500.00	DBS	100%
		RECORDED TIME: 02:00				
		DESCRIPTION 1: LOT 3 - TOWN OF BERRYVILLE				
		DATE OF DEED : 08/20/14 BOOK: 579 PAGE: 982 MAP: 14A1-14-3				
		NUMBER PAGES : 0				262,000 w/imp/y
08/22/14	4129	CASEY, JUDITH STEADMAN	N/A	.00	PROBATE	00%
		RECORDED TIME: 09:52	N/A			
		DESCRIPTION 1: PROPERTY WR/S 3 ACRES - LOT 2 - HILL SUBD LONGMARSH DIST				
		DATE OF DEED : 08/22/14 BOOK: 95 PAGE: 48 MAP: 6-4-546				
		NUMBER PAGES : 0				
08/22/14	14-1266	LILES, BRIAN A TR UNDER LILES	N LILES, BRIAN & ELIZABETH B LIO N 18934 BLUERIDGE MTN RD BLUEMONT, VA. 20135	.00	DG	100%
		RECORDED TIME: 11:35				
		DESCRIPTION 1: 0.958 ACRE				
		DATE OF DEED : 08/18/14 BOOK: 579 PAGE: 957 MAP: 26-A-144				
		NUMBER PAGES : 0				
08/22/14	14-1269	CAMPBELL, STEVEN, TRAVIS, TYLE	N WEIR, DARLENE B N 841 KENNEL RD BERRYVILLE, VA. 22611	.00	DG	100%
		RECORDED TIME: 12:10				
		DESCRIPTION 1: LOT 6 - LONGMARSH DIST				
		DATE OF DEED : 00/00/00 BOOK: 579 PAGE: 979 MAP: 6-1-12				
		NUMBER PAGES : 0				

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08/25/14	14-1278	BETANCOURT, PETER L & CARMEN L	N CASBEER, AMY LYNN 203 N CHURCH ST BERRYVILLE, VA. 22611	N 185,000.00	DBS	100% <i>187,500</i>
		RECORDED TIME: 01:50				
		DESCRIPTION 1: PARCEL ON N CHURCH ST - TOWN OF BERRYVILLE				
		DATE OF DEED : 00/00/00 BOOK: 580 PAGE: 33 MAP: 14A2-A-21				
		NUMBER PAGES : 0				<i>W/impv</i>
08/25/14	14-1272	LANK, GREGORY R & MOIRA J	N IGNACIO, JOSELITO S & ELIZABET N 385 SPRING HOUSE LANE BERRYVILLE, VA. 22611	N 508,000.00	DBS	100% <i>480,800</i>
		RECORDED TIME: 10:10				
		DESCRIPTION 1: LOT 18, CONTN. 5.029 ACRES				
		DATE OF DEED : 09/21/14 BOOK: 579, P PAGE: G 995 MAP: 15-1-18				
		NUMBER PAGES : 0				<i>W/impv</i>
08/25/14	14-1274	FINCH, STACY ELAINE; TRUSTEE	N LCT; LLC 304 EARLY DRIVE BERRYVILLE, VA. 22611	N 210,000.00	DBS	100%
		RECORDED TIME: 12:22				
		DESCRIPTION 1: CHAPEL DISTRICT, LOT 4, 20.3347 ACRES				
		DATE OF DEED : 08/22/14 BOOK: 580 PAGE: 1 MAP: 12-A-33				
		NUMBER PAGES : 0				<i>LONG ST</i>
08/25/14	14-1275	WILSON, JAMES T; ET AL	N WILSON, JAMES T 1200 FAIRFAX STREET STEPHENS CITY, VA. 22655	N .00	DG	100%
		RECORDED TIME: 12:23				
		DESCRIPTION 1: BATTLETOWN DISTRICT				
		DATE OF DEED : 08/20/14 BOOK: 580 PAGE: 03 MAP: 25-A-2				
		NUMBER PAGES : 0				
08/26/14	14-1282	FINCH, STACY ELAINE; TRUSTEE	N OLANKI, MADHURD; ET UX 86 OLD TAVERN LANE BERRYVILLE, VA. 22611	N 201,500.00	DBS	100% <i>LONG ST</i>
		RECORDED TIME: 10:30				
		DESCRIPTION 1: CHAPEL DISTRICT, LOT 3, 20.7172 ACRES				
		DATE OF DEED : 08/22/14 BOOK: 580 PAGE: 63 MAP: 12-A-33				
		NUMBER PAGES : 0				
08/26/14	14-1283	GRIFFITH, SAMUEL & BEATRICE	N WENCE, LUKE & CHRISTINA 21894 BLUE RIDGE MTN ROAD PARIS, VA. 20130	N 330,000.00	DBS	100% <i>393,300</i>
		RECORDED TIME: 10:35				
		DESCRIPTION 1: CHAPEL DISTRICT, LOT 39, 1.916 ACRES				
		DATE OF DEED : 08/25/14 BOOK: 580 PAGE: 65 MAP: 40A-1-39				
		NUMBER PAGES : 0				<i>W/impv</i>
08/27/14	14-1298	CROUCH, SARA KAY	N CROUCH, SARA KAY P O BOX 424 ROUND HILL, VA. 20142	N .00	DBS	100%
		RECORDED TIME: 04:05				
		DESCRIPTION 1: DEED OF MERGER, SHEN RET, BATTLETOWN DISTRICT LOTS 6-8				
		DATE OF DEED : 00/00/00 BOOK: 580 PAGE: 177 MAP: 17A2-21-2F-6-7,8				
		NUMBER PAGES : 0				<i>120,400</i>
08/27/14	14-1289	JONES, ANTHONY T; AT EL	N KITCHEN, JENNIFER A 125 FAIRFAX STREET BERRYVILLE, VA. 22611	N 120,700.00	-DBS	100% <i>120,700</i>
		RECORDED TIME: 10:45				
		DESCRIPTION 1: BATTLETOWN DISTRICT, LOT 18, DB 113, PG395				
		DATE OF DEED : 09/25/14 BOOK: 580 PAGE: 103 MAP: 14A215-D-18				
		NUMBER PAGES : 0				<i>W/impv</i>

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08/27/14	4130	ZIMMERMAN, DOUGLAS JAMES	N/A N/A	.00	PROBATE	00%
		RECORDED TIME: 13:21				
		DESCRIPTION 1: 6.7 ACRES ON RT 50 - GREENWAY DIST	D/B 275 PAGE 733		WR/S	
		DATE OF DEED : 08/27/14 BOOK: 95 PAGE: 59	MAP: 30-A-18B		PIN:	
		NUMBER PAGES : 0				287,500
08/28/14	14-1303	LICKING VALLEY CONSTRUCTION CO	N COMPTON, JEFFREY & CHRISTINA N 108 STELLA MAE LANE BLUEMONT, VA. 20135	145,000.00	DBS	100%
		RECORDED TIME: 03:26				
		DESCRIPTION 1: CHAPEL DISTRICT, LOT 2	3.7361 ACRES			
		DATE OF DEED : 08/28/14 BOOK: 580 PAGE: 206	MAP: 32-A-41B		PIN:	145,000
		NUMBER PAGES : 0				145,000
08/28/14	4131	BAKER, GERTRUDE	N/A N/A	.00	REA	00%
		RECORDED TIME: 11:59				
		DESCRIPTION 1: 2 BUNDY ST - W/B 56 PG 736 14A2-A-18	15 BUNDY ST - D/B 11 PG 587 14A2-A-24			
		DATE OF DEED : 08/28/14 BOOK: 95 PAGE: 66	MAP: 14A2-A-18,24		PIN:	
		NUMBER PAGES : 0				
08/29/14	14-1308	NEWMAN, SHERRY S & HARRY THOMAS	N BOUDREAUX, SEAN & TRISHA L BU N 4 E. HUNTINGTON LN BOYCE, VA. 22620	202,000.00	DBS	100%
		RECORDED TIME: 01:05				
		DESCRIPTION 1: LOT 2A - TOWN OF BOYCE	WR/S			
		DATE OF DEED : 08/27/14 BOOK: 580 PAGE: 249	MAP: 21A2-3-2A		PIN:	202,000
		NUMBER PAGES : 0				w/imp
08/29/14	14-1310	JENKINS, S RUSSELL, III & SANDRA	N JENKINS, BRANDON & JAMES SEOK N 193 MARSH LN WHITE POST, VA. 22633	420,000.00	DBS	100%
		RECORDED TIME: 01:10				
		DESCRIPTION 1: 9.75 ACRES - GREENWAY DIST				
		DATE OF DEED : 08/25/14 BOOK: 580 PAGE: 264	MAP: 28-2-3		PIN:	434,500
		NUMBER PAGES : 0				w/imp
08/29/14	14-1307	LIGHTNER REVOCABLE TRUST	N WARE, MICHAEL; ET AL N 3504 REDWOOD COURT FAIRFAX, VA. 22030	447,700.00	DBS	100%
		RECORDED TIME: 09:56				
		DESCRIPTION 1: GREENWAY DISTRICT, 5.86 ACRES				
		DATE OF DEED : 08/27/14 BOOK: 580 PAGE: 244	MAP: 38-A-48		PIN:	285,700
		NUMBER PAGES : 0				w/imp

149 → 162,000
 VAE

COUNTY OF CLARKE CIRCUIT COURT
MONTH END DEEDS OF PARTITION AND CONVEYANCE
LOCAL TAXATION DEPARTMENT
COUNTY
FOR AUGUST, 2014

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

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

08/14/14 14-1221 SUNTRUST MORTGAGE INC N SUNTRUST MORTGAGE INC N .00 COR 100%
RECORDED TIME: 10:35 N/A
DESCRIPTION 1: DB 569, PG 52, TOWN OF BERRYVILLE
DATE OF DEED : 00/00/00 BOOK: 579 PAGE: 738 MAP: 14A3-A-31C PIN:
NUMBER PAGES : 0

TOTAL COUNTY DEEDS OF PARTITION AND CONVEYANCE: 47
TOTAL NUMBER OF COUNTY DEEDS OF CORRECTION : 1
TOTAL NUMBER OF COUNTY WILL/FIDUCIARY : 7