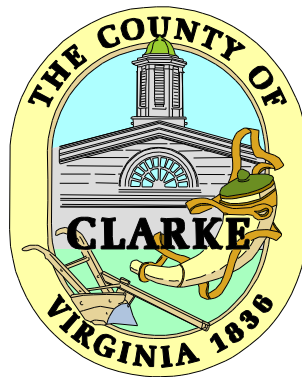


Clarke County Board of Supervisors



Regular Meeting Packet

March 19, 2013



Clarke County Board of Supervisors Regular Meeting Agenda

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

Item

March 19, 2013

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Afternoon Session 1:00 PM

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A. Stormwater Management Program Update Action: Planning Department will continue to work with Center for Watershed Protection.	168
B. Welcome To Clarke County Signage. Action: Update on cost of additional sign installation to be provided at the next regular meeting.	170
C. White Post Dairy Update on Manure Escape. Action: Alison Teetor will provide an update at the regular meeting.	167
D. FY2014 Budget Discussion. Action: See Item 16.	237
14) Board of Supervisors Finance Committee	183

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

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Clarke County Board of Supervisors Regular Meeting Agenda

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

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1. FY 14 Budget Discussion Action: See Item 16.		237
2. Acceptance of February Bills and Claims. Action: The Finance Committee recommends acceptance.		210
3. Standing Reports. Action: Information Only.		
General Government Expenditure Summary		184
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<hr/>		
Evening Session 6:30 PM		
22) Citizen's Comment Period		252
23) PH 13-04: Public Schools Carryover. Consider Clarke County School Board request to increase budgeted expenditures and appropriations from prior year unspent funds: a) \$108,200 to the School Operating Fund for the purchase of textbooks and teacher evaluation technology; and b) \$272,118 to the School Capital Projects Fund for the purchase of smart boards, a fleet radio system, and an ERP system.		254
24) PH 13-02: Text Amendment - TA-12-05 Proposed text amendment to add a new section, §3-E-3-e-5, Approval Expiration, to the Clarke County Zoning Ordinance. The purpose of the text amendment is to limit the validity of Certificates of Appropriateness issued by the Historic Preservation Commission to five years and to establish a process for certificate holders to request reasonable time extensions based on established criteria. The new process would mirror the current process for approval expiration of site plans.		255
25) PH 13-03: Amendment (RZ-12-01) Mahlon A. Jones (D&B Management Services, Inc., property owner) requests a conditional rezoning from Agricultural-Open Space-Conservation		257

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 2 of 3

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Clarke County Board of Supervisors Regular Meeting Agenda

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

Item	March 19, 2013	Packet Page
(AOC) to Highway Commercial (CH), and approval of a Site Plan for a convenience store with gasoline sales. Property is located at 3355 Lord Fairfax Highway (US 340), Buckmarsh Electoral District, and is referenced as Tax Map Parcel #8-1-2.		
26) Adjournment		281
<hr/>		
Reports in March Packet:		282
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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

Call To Order

Clarke County Board of Supervisors

Adoption of Agenda

Clarke County Board of Supervisors

Citizen Comment Period

Clarke County Board of Supervisors

VDOT

Clarke County Board of Supervisors

Clarke County Public Schools School Board Update

March 19, 2013
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 Main Meeting Room, 2nd Floor Berryville Clarke County Joint Government Center, 101 Chalmers Court, 2nd Floor, Berryville, Virginia on Tuesday, February 19, 2013.

Board Members Present

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

Board Members Absent

None

Staff Present

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

Others Present

Beth Leffel; Robina Rich Bouffault; Ed Carter; Charlie Monroe; Gem Bingol; Val Van Meter; and other citizens

Peter Engel; Wingate Mackay-Smith; George Ohrstrom; Laure Wallace; Matthew Mackay-Smith; Pat McKelvy; Kate Petranech

Warren Arthur; A.R. "Pete" Dunning, Jr.; Chip Embry; Janet Alger; Jim Brinkmeier; Barbara Lee; Beth Leffel; Chip Schutte; Chris Bates; Joe Blatz; Anne Caldwell; Stuart Dunn; Kay Gunter; Jim Wink

1) Call to Order

Chairman Hobert called the afternoon session to order at 1:00 p.m.

2) Adoption of Agenda

Chairman Hobert put forth the need to conduct a Closed Session shown as Item 20 pursuant to §2.2-3711-A3 Discussion of items related to the disposition of government property. 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.

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

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

3) Citizens Comment Period

Bob Marshall, County resident and soil engineer. stated that he did not support the expenditure of funds associated with the Lord Fairfax Health District 2012-2013 Locality Agreement. He opined that a professional licensed Onsite Sewage System Evaluator could supply this service.

John Staelin commented that only a small portion of the funding is used for onsite sewage system services. He stated that the majority of the proposed amount is for medical services including immunizations, child and adult health services, as well as restaurant inspections, etc.

Tim Keiffer, Allen Road resident: opined that Allen Road was a mess year round being dusty, muddy and/or potholed. He asked if the Supervisors and VDOT would consider paving in place. He opined that it was necessary to widen the road.

Supervisor Staelin commented that it can take years to acquire enough funding to pave a road. He said that the last road to be paved in the county was in his district and that road had been on the list before he took office in 1998.

4) VDOT

Ed Carter and Charlie Monroe appeared before the Board to provide the monthly update.

Maintenance – February:

- Completed a pipe replacement on route 679 for entranceway;
- Conducted pothole repairs on various routes throughout the County;
- Graded various non-hard surfaced roads;
- Conducted brush cutting operations on route 646 with state forces and routes 622, 625 and 626 with contract forces;
- Mobilized and responded to road conditions caused by weather events.

Maintenance – March:

- Continue with brush cutting operations on routes 646 and 723 with state forces and routes 602, 628 and 643 with contract forces;
- Continue to address pothole repairs as the need arises;
- Continue grading operations on non-hard surfaced roads;
- Repair shoulders on south bound Rt. 340 near WVA line;
- Mobilize and address weather events as they occur.

Projects:

- Turning Lanes Rt. 657/340 – Project has qualified for Highway Safety Improvement fund (HSIP). Current estimate is \$850,000.00. If approved it would be advertised this fall and constructed next spring and summer.

Board Issues:

- Rt. 612, Shepherds Mill Rd. Bridge Replacement: awaiting Traffic Engineering assessment.
- Allen Road: has been reviewed and is a candidate for Rural Rustic concept that would allow addition of a hard surface on a gravel road. Mr. Carter briefly described VDOT project funding structure. He noted that while Allen Road is on the six-year plan it is un-prioritized and unfunded.

Supervisor Byrd added that Allen Road residents had conducted two meetings to discuss issues.

5) Clarke County Public Schools Update

Dr. Mike Murphy, Superintendent, with Dr. Beth Leffel, Clarke County School Board Chair, appeared before the Board to provide the monthly update.

Randy Trenary, Director of Operations:

- Transportation: This week, fleet radios were updated to digital on all buses. All hand-held radios have been updated and are in compliance with FCC regulations.
- Food Service: 10 vegetarian selections have been added and will be served on a 10-day cycle.
- Custodial Services: Carry-over funds were used to purchase capital equipment.
- Records retention and storage: Moving into the next stage of electronic records. He said that cost of transition can vary widely noting expense incurred by two local school systems with one spending \$25,000 and the other over \$200,000. He expressed his intent to hold down cost.

Casey Childs, Athletic Update:

- Fall and winter sports have been conducted.
- Other schools have been impressed by the new facility.
- Future planning includes the addition of lights to the athletic fields.

Dr. Murphy, Superintendent:

- Within the last twelve months, the FCC provided notification of change in radio frequency.
- Estimate 50 to 60 hand-held radios will be needed within the next three years.
- Working toward improvements in math:
 - Distributed a draft schedule for 2013/2014.
 - Beginning to prepare students by Grade 8 for Algebra II.
 - A variety math courses are offered in Grade 12.
 - Supervisor Byrd asked if practical math was included in the curriculum. Dr. Murphy responded that the State now mandates personal finance and economics for all students. He added that marketing courses are also available.
 - Chairman Hobert asked questions specific to IB classes. Dr. Murphy responded that some classes have been cancelled due to low enrollment and some specialty classes have been combined. He noted that the Certified Nursing Assistant and EMT programs have a class cap of 10 students.
- Competent Learner Model Overview
 - Distributed the Competent Learner Model Overview.
 - Model used at Boyce Elementary.
 - Suggested presentation by Dianne Lasky at a future meeting.

6) Set Public Hearing Text Amendment TA-12-05, Certificates of Appropriateness

Description: Proposed text amendment to add a new section, §3-E-3-e-5, Approval Expiration, to the Clarke County Zoning Ordinance. The purpose of the text amendment is to limit the validity of Certificates of Appropriateness issued by the Historic Preservation Commission to five years and to establish a process for certificate holders to request reasonable time extensions based on established criteria. The new process would mirror the current process for approval expiration of site plans.

Requested Action: Staff recommends setting public hearing for the Board's March 19, 2013 meeting

Brandon Stidham, Planning Director, briefed the Board on TA-12-05.

Vice Chairman Weiss moved to set the matter for public hearing at the March 19, 2013 Board of Supervisors Regular Meeting beginning 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 Zoning Map Amendment/Site Plan Review (RZ-12-01) Mahlon A. Jones (D&B Management Services, Inc., property owner)

Applicant(s): Mahlon A. Jones (D&B Management Services, Inc., property owner)

Location:

- 3355 Lord Fairfax Highway (US 340), Tax Map Parcel #8-1-2 (contains two parcels)
- East side of U.S. 340 between Harry Byrd Highway (VA 7) and Summit Point Road (Rt. 611)
- Buckmarsh Election District (Kreider, Thuss – Planning Commission; Weiss – Board of Supervisors)

Parcel Size/Area to be Rezoned: +/- 5.74 acres in two parcels

Request: Conditionally re-zone property from Agricultural-Open Space-Conservation District (AOC) to Highway Commercial (CH) District with Conditions and approve Site Plan.

Purpose of Request: Replace existing convenience store with new convenience store with gasoline sales per §3-A-13- a-1-j of the Zoning Ordinance.

Planning Commission Recommendation: Planning Commission voted 7-3-1 (Nelson, Staelin, Steinmetz Nay; Turkel absent) to recommend approval of the request subject to the

Applicants' proffered conditions. The Commission also voted 7-3-1 (Nelson, Staelin, Steinmetz Nay; Turkel absent) to approve the site plan (SP-12-08) subject to approval of the rezoning request by the Board of Supervisors.

Requested Action: Staff recommends setting public hearing for the Board's March 19, 2013 meeting

Brandon Stidham, Planning Director, briefed the Board on RZ-12-01.

Supervisor McKay asked about lighting. Mr. Stidham responded that the lighting shall be dark-sky compliant.

At the request of Chairman Hobert, Mr. Stidham summarized the primary concerns of those Planning Commissioners voting against this zoning map amendment and special use permit that include spot zoning and precedent. He informed the Board that Bob Mitchell had been consulted and he had advised that precedent could not be applied to other cases.

Supervisor Staelin noted that some Commissioners do not believe the request complies with the Comprehensive Plan.

Vice Chairman Weiss noted that he did have concerns regarding compliance with the Comprehensive Plan but the proposed plan would improve a very dangerous section of highway.

Vice Chair Weiss moved to set the matter for public hearing at the March 19, 2013 Board of Supervisors Regular Meeting beginning 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) Approval of Minutes

Supervisor Byrd moved to approve the minutes for:

- January 15, 2013 Regular Meeting as presented.
- February 4, 2013 FY2014 Budget Work Session as presented.
- February 11, 2013 FY2014 Budget Work Session 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

9) Consent Agenda

A. Lord Fairfax Health District 2012-2013 Locality Agreement

Note: Due to constraints, attachments: Local Government Agreement, Attachment A (1.) and Local Government Agreement, Attachment A(2.), eight pages of graphs, were not included in these minutes.

COMMONWEALTH OF VIRGINIA
DEPARTMENT OF HEALTH
RECEIVED DEC 17 2012

STATEMENT OF AGREEMENT WITH the Board of Supervisors of Clarke County

Under this agreement, which is created in satisfaction of the requirements of § 32.1-31 of the Code of Virginia (1950), as amended, the Virginia Department of Health, over the course of one fiscal year, will pay an amount not to exceed \$200,210 from the state general fund to support the cooperative budget in accordance with appropriations by the General Assembly, and in like time frame, the Board of Supervisors of Clarke County will provide by appropriation and in equal quarterly payments a sum of \$131,340 local matching funds and \$67,660 one-hundred percent local funds for a total of \$199,000 local funds. These joint funds will be distributed in timely installments, as services are rendered in the operation of the Clarke County Health Department, which shall perform public health services to the Commonwealth as indicated in Attachment A(1.), and will perform services required by local ordinances as indicated in Attachment A(2.). Payments from the local government are due on the third Monday of each fiscal quarter.

The term of this agreement begins July 1, 2012. This agreement will be automatically extended on a state fiscal year to year renewal basis under the terms and conditions of the original agreement unless written notice of termination is provided by either party. Such written notice shall be given at least 60 days prior to the beginning of the fiscal year in which the termination is to be effective. Any increase or decrease in funding allocation shall be made by an amendment to this agreement.

The parties agree that:

1. Under this agreement, as set forth in paragraphs A, B, C, and D below, the Commonwealth of Virginia and the Virginia Department of Health shall be responsible for providing liability insurance coverage and will provide legal defense for state employees of

the local health department for acts or occurrences arising from performance of activities conducted pursuant to state statutes and regulations.

- A. The responsibility of the Commonwealth and the Virginia Department of Health to provide liability insurance coverage shall be limited to and governed by the Self-Insured General Liability Plan for the Commonwealth of Virginia, established under § 2.2-1837 of the Code of Virginia. Such insurance coverage shall extend to the services specified in Attachments A(1.) and A(2.), unless the locality has opted to provide coverage for the employee under the Public Officials Liability Self-Insurance Plan, established under § 2.2-1839 of the Code or under a policy procured by the locality.
 - B. The Commonwealth and the Virginia Department of Health will be responsible for providing legal defense for those acts or occurrences arising from the performance of those services listed in Attachment A(1.), conducted in the performance of this contract, as provided for under the Code of Virginia and as provided for under the terms and conditions of the Self-Insured General Liability Plan for the Commonwealth of Virginia.
 - C. Services listed in Attachment A(2.), any services performed pursuant to a local ordinance, and any services authorized solely by Title 15.2 of the Code of Virginia, when performed by a state employee, are herewith expressly excepted from any requirements of legal defense or representation by the Attorney General or the Commonwealth. For purposes of assuring the eligibility of a state employee performing such services for liability coverage under the Self-Insured General Liability Plan of the Commonwealth of Virginia, the Attorney General has approved, pursuant to 3 2.2-507 of the Code of Virginia and the Self-Insured General Liability Plan of the Commonwealth of Virginia, the legal representation of said employee by the city or county attorney, and the Board of Clarke County hereby expressly agrees to provide the legal defense or representation at its sole expense in such cases by its local attorney.
 - D. In no event shall the Commonwealth or the Virginia Department of Health be responsible for providing legal defense or insurance coverage for local government employees.
2. Title to equipment purchased with funds appropriated by the local government and transferred to the state, either as match for state dollars or as a purchase under appropriated funds expressly allocated to support the activities of the local health department, will be retained by the Commonwealth and will be entered into the Virginia Fixed Asset Accounting and Control System. Local appropriations for equipment to be locally owned and controlled should not be remitted to the Commonwealth, and the local government's procurement procedures shall apply in the purchase. The locality assumes the responsibility to maintain the equipment and all records thereon.
 3. Amendments to or modifications of this contract must be agreed to in writing and signed by both parties.

Maureen E. Dempsey, MD, FAAP
Acting State Health Commissioner
Virginia Department of Health

Local authorizing officer signature

Authorizing officer printed name

Authorizing officer title

Date

Date

Addendum 043 _FY13A Clarke County

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

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

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

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

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

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

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

2. Complete a staffing level evaluation for Environmental Health and Support (clerical) staff by May 1, Yearly.
3. Add GPS coordinates to future well and private onsite sewage disposal system VENIS records and share with county.
4. Distribute requested County materials to customers.
5. Staff the Board of Septic and Well Appeals with a primary and back-up staffer.
6. Develop a strategy to provide requested data to the County routinely.

B. Blue Ridge Housing Network, Inc. Letter of Support re Application for HOME Investment Partnerships Funding

**Application for HOME Investment Partnerships (HOME) Funding
Northern Shenandoah Valley Regional Commission**

I am authorized to submit this application for HOME funding on behalf of Blue Ridge Housing Network, Inc. (Applicant Name), and certify that all information provided here is true and accurate to the best of my knowledge.

Luigi E. Washburn Executive Director January 9, 2013
Signature of Authorized Representative Title Date

I am the Chief Administrative Officer of a jurisdiction where Blue Ridge Housing Network, Inc. (Applicant) proposes to provide down payment and / or closing cost assistance for first time home buyers (Project Name) to occur. The project is consistent with existing land use regulations and the goals of our community and, if funded, we will support the project as presented in this application to the best of our abilities.

Signature _____ Clarke County Jurisdiction Date

Signature _____ Frederick County Jurisdiction Date

Signature _____ Page County Jurisdiction Date

Signature _____ Shenandoah County Jurisdiction Date

Signature _____ Warren County Jurisdiction Date

Signature _____ City of Winchester Jurisdiction Date

I am the authorized representative of a Partner organization listed in this application. I agree with the description of the partnership arrangement described and if the project if funded will commit our support, to the extent possible, of the project.

Signature _____ Title _____ Organization _____ Date _____

Signature _____ Title _____ Organization _____ Date _____

Signature _____ Title _____ Organization _____ Date _____

2013 HOME APPLICATION

C. Faithworks, Inc. Letter of Support re Application to the Northern Shenandoah Valley Regional Commission for HOME Tenant Based Rental Assistance Funds

February 19, 2013

*Faithworks, Inc.
26 W. Boscawen Street
Winchester, Virginia 22601*

Attention: Sandra Webster

Re: HOME Grant Application

The Clarke County Board of Supervisors recognizes the importance of assisting individuals and families in crises to secure safe, permanent housing. The Clarke County Board of Supervisors again endorses Faithworks, Inc.'s application for HOME funds to address the needs of very-low and low-income individuals and families in Clarke, Warren and Front Royal.

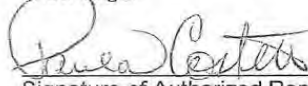
Please let us know if you need additional information or further support for this important service.

*Regards,
David L. Ash
County Administrator*

D. Help With Housing Letter of Support re Application for HOME Investment Partnerships Funding


**Application for HOME Investment Partnerships (HOME) Funding
Northern Shenandoah Valley Regional Commission**

I am authorized to submit this application for HOME funding on behalf of _____ (Applicant Name), and certify that all information provided here is true and accurate to the best of my knowledge.

 _____
Signature of Authorized Representative Title Date

I am the Chief Administrative Officer of a jurisdiction where _____ (Applicant) proposes _____ (Project Name) to occur. The project is consistent with existing land use regulations and the goals of our community and, if funded, we will support the project as presented in this application to the best of our abilities.

 _____
Signature Jurisdiction Date

 _____
Signature Jurisdiction Date

Signature Jurisdiction Date

Signature Jurisdiction Date

Signature Jurisdiction Date

Signature Jurisdiction Date

I am the authorized representative of a Partner organization listed in this application. I agree with the description of the partnership arrangement described and if the project if funded will commit our support, to the extent possible, of the project.

Signature Title Organization Date

Signature Title Organization Date

Signature Title Organization Date

E. Letter of Support 2012 TMDL Pre Proposal - C-Spout Run: Implementing the Spout Run TMDL Implementation Plan Through a Collaborative Partnership

February 19, 2013

Nicole Sandberg, Grants Management Section
Division of Soil and Water Conservation
Virginia Department of Conservation and Recreation
203 Governor Street, Suite 206
Richmond, VA 23219

Re: 2012 TMDL Pre Proposal - C-Spout Run: Implementing the Spout Run TMDL
Implementation Plan Through a Collaborative Partnership

Dear Ms. Sandberg,

I am writing to express support for Clarke County's 2012 TMDL Pre Proposal application for Spout Run to foster enhanced landowner stewardship and the restoration of riparian and aquatic habitat in the Spout Run watershed. There is a critical need for projects that target restoration activities to maximize pollutant reductions while restoring habitat of significant ecological value in the Chesapeake Bay watershed today. If we are to meet the aggressive nutrient and sediment reductions established through the Chesapeake Bay TMDL, local governments will not only need to encourage the targeted implementation of practices that address the greatest sources of nutrients and sediment, but also those that restore natural resources of local significance. In order to truly improve water quality in our local streams and the Chesapeake Bay, a comprehensive and inclusive approach that considers agricultural, residential and urban pollutant loads is necessary. The holistic nature of the C-Spout Run project and the partnership that is behind it make it an excellent opportunity to improve a unique and ecologically valuable local stream and the Chesapeake Bay.

Spout Run is one of several spring creeks in the Shenandoah Valley that shows great promise for the reintroduction of brook trout. The local watershed community is both aware of, and enthusiastic about the streams potential to support a coldwater fishery. However, Spout Run and its tributaries are currently listed on Virginia's 303(d) list for a biological impairment due to excess sediment, and an E.coli impairment. A TMDL was developed for Spout Run in 2010, and an implementation plan is currently under development. Consequently, the local community has been actively engaged in the process of identifying measures that can be taken to restore the stream. Based on the findings of the TMDL study, much of the sediment in Spout Run is coming from the streambanks (approximately 60% of the total load). This means that in order to address the biological impairment, considerable streambank stabilization will be needed. Based on local knowledge of the watershed and preliminary stream surveys, it is clear that there are several sections of streambank that are contributing a large portion of the overall sediment load. This project will strategically target these stream segments.

The C-Spout Run project has engaged a diverse group of local stakeholders including non profits, local government and state agencies. The partnership that is in place in the watershed today will facilitate a comprehensive approach to watershed restoration that effectively

addresses residential, urban and agricultural sources of bacteria and sediment in Spout Run. This holistic approach to improving water quality is critical to fostering broad based community stewardship, which was called for in the President's Executive Order for the Chesapeake Bay and associated action plan. Engaging the local community to do their part to reduce runoff from their roofs, lawns, pastures and parking lots will play an important role in cleaning up the Chesapeake Bay as well as our local rivers and streams.

Clarke County is contributing to the project match through administering the grant and coordinating efforts with the stakeholders. In addition, we will be overseeing the septic system maintenance component. We believe that this project will place a critical role in improving water quality and the overall health of Spout Run. We fully support this proposal. Please feel free to contact our Natural Resource Planner, Alison Teeter, (540) 955-5134, should you have any questions about Clarke County's role in this project.

*Sincerely,
J. Michael Hobert, Chair
Clarke County Board of Supervisors*

F. Access Independence, Inc. Request for Proclamation "Northern Shenandoah Valley disAbility Awareness Week 2013" 2013-01P April 13 – 19, 2013

**"Northern Shenandoah Valley disAbility Awareness Week 2013"
2013-01P**

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

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

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

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

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

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

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

NOW, THEREFORE the Clarke County Board of Supervisors does hereby proclaim April 13-19, 2013 as "**Northern Shenandoah Valley disAbility Awareness Week 2013**", and we call this observance to the attention of all of those people who live in Clarke County to work together to raise awareness and understanding of the abilities of people with disabilities.

IN WITNESS THEREOF, I have set my hand and caused the seal of Clarke County, Virginia to be affixed this 19th day of February 2013.

Attest:

J. Michael Hobert, Chair

Supervisor Staelin moved to approve the items on the Consent Agenda 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 |

Supervisor Staelin commented that the Lord Fairfax Locality Agreement covered much larger issues than just the tasks performed for well and septic and that he personally liked having a double check on well and septic. Vice Chair Weiss and Supervisor McKay concurred.

Chairman Hobert, noting that the locality agreement covered 2012-2013, suggested Mr. Ash request the Health Department provide its annual submission in a more timely manner.

10) Personnel

A. Expiration of Term for appointments expiring through May 2013.

02/11/2013 Summary: The Personnel Committee discussed potential appointees to fill upcoming and existing vacancies. The Committee:

- Agreed to contact several persons who had previously expressed interest on serving on various boards and commissions and requested staff to review any lists of potential appointees or correspondence from individuals offering to serve.
- Requested staff consider the value of publishing a solicitation and to prepare a draft solicitation if determined to be appropriate.
- Recommended reappointment of Brandon Stidham to the NSVRC serving his first full three-year term to expire 1/31/2016.

Supervisor Byrd moved to approve the recommendations of the Personnel Committee. 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. Celebrate Shenandoah Committee

Summary: The Personnel Committee is asked to consider appointing a member to the Celebrate Shenandoah Committee. The Shenandoah National Park 75th Anniversary Committee developed the Celebrate Shenandoah Committee, established bylaws and category structure. Clarke County is a Category Four Member: “One member appointed by each member jurisdiction that lay just outside those counties that border on Shenandoah National Park. Category Four Members shall be non-voting members.”

At its January 7, 2013 meeting, the Personnel Committee decided to conduct follow up with staff prior to making recommendation.

02/11/2013 Summary: At its February 11, 2013 meeting, Chairman Hobert appointed David Ash as the initial contact.

C. Planning Commission request for Sanitary Authority representation

Summary: Brandon Stidham will present the Planning Commission request.

02/11/2013 Summary: Following presentation by Brandon Stidham, the Committee agreed to discuss it further before making a recommendation.

Chairman Hobert responded to Vice Chairman Weiss' request for explanation stating that Supervisor Staelin served as the Board of Supervisors liaison to both the Planning Commission and the Sanitary Authority and it was suggested that the Planning Commission might consider having Mr. Staelin provide the monthly update.

11) Board of Supervisors Work Session Items

See Item 8 Approval of Minutes February 11, 2013 FY2014 Budget Work Session.

12) Finance Committee Items

Tom Judge reviewed the Finance Committee recommendations made at its February 11, 2013 meeting.

1. Supplemental Appropriations

Action: The Finance Committee recommends approval of items a) thru d).

- a) Historic Preservation Grants. Two grants were budgeted in FY 12 but never expended. They are expected to be complete by the end of the current fiscal year. *"Be it resolved that the Historic Preservation Commission budgeted expenditures and appropriations be increased \$23,000, and revenue from the Commonwealth recognized in the same amount, all for the purpose of completing professional services for the Chapel Historic District and Josephine City projects"*
- b) Tower Lease. *"Be it resolved that Communications budgeted expenditures and appropriations be increased \$2,212, and the same appropriated, for the purpose of funding the Tower Lease, and be it further resolved that the fund balance designation for government savings be decreased in the same amount."*
- c) Insurance Corrections. *"Be it resolved that positive available balances in Line of Duty Benefit and Workers Compensation Insurance budgets be transferred to cover negative available balances, that budgeted expenditures and appropriations be increased \$4,892 to cover remaining negative balances in these accounts, and that the fund balance designation for government savings be reduced by \$4,892"*.
- d) Public Schools Carryover. *"Be it resolved that a public hearing be set on a proposed motion to increase budgeted expenditures and appropriations from prior year unspent funds: a) \$108,200 to the School Operating Fund for the purchase of textbooks and teacher evaluation technology; and b) \$272,118 to the School Capital Projects Fund for the purchase of smart boards, a fleet radio system, and an ERP system."*

Following brief discussion, **Vice Chairman Weiss moved to approve the Finance Committee recommendations. 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

David Ash reminded that item d) was to set the matter for public hearing.

2. Donation and Membership Requests.

Action: At its February 11, 2013 meeting, the Finance Committee referred the Berryville Main Street request to the Economic Development Committee, and took no action regarding the War Memorial.

3. FY 14 Budget Discussion.

Action: The Committee discussed next steps in the review of the budget.

4. Acceptance of Bills and Claims

Supervisor Byrd moved to accept the January 2013 General Government Bills and Claims 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. Standing Reports

Reconciliation of Appropriations; General Government Expenditure Summary. Capital Projects. Information Only

13) Joint Administrative Services Board Update

Tom Judge provided the following update:

- Joint Administrative Services Board conducted its organizational meeting on January 28 and Chip Schutte was elected Chair for 2013.

- Schools will be testing the County’s email program.
- Schools have been pleased with Board Docs and have offered to assist the County in a test of its program.
- Reviewed return on investment.
- Discussed future of software systems.

14) Mainstem Shenandoah River Instream Flow Study Update by Jen Krstolic

Alison Teetor introduced Mark Bennett and Jen Krstolic with the USGS. Ms. Krstolic provided an update on the Mainstem Shenandoah River Instream Flow Study conducted by the USGS. Below is the written summary.

Personnel: *Jennifer Krstolic, Roger Moberg, Don Hayes, and other Hydrologic Technicians*

Funding Agencies: *Northern Shenandoah Valley Regional Commission (Clarke and Warren Counties), US Geological Survey*

Introduction:

In 1998, the USGS published a demonstration project for the Shenandoah River in cooperation with the Northern Shenandoah Valley Regional Commission that examined streamflow, water supply, fish habitat, and recreation during low-flow periods. To complete the project, the USGS measured field data from a representative section of river for stage, discharge, depth, velocity, and substrate characteristics along cross sections representative of the physical habitat within that stretch of river. The hydrologic data collected in the field was combined with fish habitat-suitability criteria derived from the literature in the Physical Habitat Simulation Software (PHABSIM). The modeling results demonstrated the utility of the model to relate the amount of physical habitat present in the river for fish at a selected discharge. Limitations of the work done by Zappia and Hayes (1998) included wet summer conditions that did not allow for an extremely low-flow dataset to be collected, and a lack of fish habitat-suitability criteria specific to the Shenandoah River system. The new mainstem Shenandoah River study will serve as an update to Zappia and Hayes (1998) by incorporating a low-flow data set to the existing model data, and utilizing the river-specific habitat-suitability criteria developed for the South Fork Shenandoah River Instream Flow Study.

The updated flow data and habitat data will be combined with the historic model input data and simulated with a modified version of the PHABSIM software--the RHABSIM model (River Habitat

Objectives:

- 1 Re-survey reach discharge and water-surface elevation profiles at cross sections used in Zappia and Hayes (1998) during conditions lower than the 25th percentile for summer.*
- 2 Develop an accurate water-surface elevation and discharge relation for the low end of the rating curve for the Mainstem Shenandoah River in Virginia.*

- 3 *Develop a relation between the availability of suitable fish habitat and discharge through 1-dimensional physical habitat modeling.*
- 4 *Relate model output to previous drought flows.*
- 5 *Develop water-use scenarios for possible current and future water withdrawal impacts to aquatic habitat.*

Approach

Although a minimal field effort was expected, an extensive field effort was required. During 2011 and early 2012 GPS and surveying techniques were used during the leaf-off period to set new elevation control and tie in to the previous elevations so that the historic data could be related to new field data. This allowed re-survey of water-surface elevations and discharge during July 2012 at a measured discharge of 900-1000 cfs, and during September 2012 at 620 cfs.

Previously collected data will be combined with the new low-flow data sets and incorporated into RHABSIM modeling software. Water-surface elevation and velocity calibrations will be completed with the new datasets and habitat simulations will be conducted with fish habitat-suitability criteria for seven species or life stages developed for the South Fork Shenandoah River (Krstolic and Ramey 2012). Time-series analysis modeling scenarios will be examined for previous drought years such as 2002 or 1999. These scenarios will provide graphical output to simulate fish habitat availability when streamflow was limited. Additional water withdrawal or conservation scenarios will be presented to illustrate the potential gain or loss of habitat given various future water use practices.

Products

A scientific investigations report or journal article will be prepared to present the updated results of the mainstem Shenandoah River physical habitat model. Presentations will be made to the cooperators and at a scientific meeting.

Time frame

Field data collection was completed in September 2012. The RHABSIM model will be calibrated, and habitat simulations run during 2013. The final report will be prepared during 2013 with a draft report prepared by the close of the year.

References

Krstolic, J.L., Hayes, D.C., and Ruhl, P.M., 2006, *Physical Habitat Classification and Instream Flow Modeling to Determine Habitat Availability During Low-Flow Periods, North Fork Shenandoah River, Virginia: U.S. Geological*

Survey Scientific Investigations Report 2006-5025, 63 p.

Krstolic, J.L., and Ramey, R.C., 2012, *South Fork Shenandoah River Instream Flow Modeling to Determine Habitat Availability During Low-Flow Periods: Reston, Virginia, U.S. Geological Survey Scientific Investigations Report 2012- 5081, 64 p.*

Zappia, Humbert, and Hayes, D.C., 1998, *A demonstration of the instream flow incremental methodology, Shenandoah River, Virginia: U.S. Geological Survey Water-Resources Investigations Report 98-4157, 24 p.*

In response to Supervisor Byrd's question regarding local contacts, Ms. Krstolic noted that USGS works with locals, such as Jeff Kelbe with Shenandoah Riverkeepers.

In response to Chairman Hobert's question regarding drought planning, Ms. Krstolic advised that it was not her primary function but she could provide input.

Alison Teetor commented that surface water management was the original purpose of the study to gather data necessary to determine what levels are needed to sustain aquatic life. This study will aid localities in determining the levels that can be reasonably withdrawn from the river without damage.

Chairman Hobert opined that he would like to see a more practical application of the information gathered from these studies.

Supervisor Staelin countered that the entire length of the river must be looked at noting that Clarke was one of the northern most Counties using the river. He stated that data was available for the north and south forks of the river and the same information was needed on the main stem. He said that the data was needed to present to other localities to develop long-term strategies, increase storage, and to establish a minimum level.

Supervisor McKay put forth that this information should be presented to the NSVRC. Ms. Krstolic advised that it was their intent to meet with the district in May.

Mark Bennett added that the studies started with groundwater that led to a better understanding of the water systems from which they continue to. He opined that education on this matter was needed at the state and local level.

15) Clarke County Conservation Easement Authority Summary of Accomplishments 2008-2012 by Alison Teetor

Alison Teetor, Natural Resources Planner, appeared before the board to provide the second five-year summary of accomplishments of the Conservation Easement Authority. Highlights of her PowerPoint presentation include:

Program Overview:

- ☞ Clarke County Easement Authority established in 2002
- ☞ The purposes of the Authority are to acquire and/or receive conservation easements, by purchase, gift, or other conveyance; to hold and enforce conservation easements conveyed to it; and to administer the Clarke County Conservation Easement Authority.

GOAL: To protect and preserve land with significant agricultural, natural, scenic, and historic resources.

Easement Holdings

Year	Acres	DUR's retired	# of Easements
2003	145	3	1
2004	35	14	3
2005	313	5	9
2006	579	18	7
2007	1281	45	23
2008	251	12	8
2009	484	13	4
2010	474	21	9
2011	591	18	7
2012	709	26	8
Grand Total	4,860	175	79

Easement Options

- ☒ Donation
- ☒ Purchase - Appraised Value
- ☒ Purchase - DUR purchase

Funding Sources

- ☒ Local
 - ☒ \$150,000 annual appropriation
 - ☒ Rollback - \$12,000 - \$146,000
- ☒ Land owner – income dependent/donation
- ☒ Grant Funds
 - ☒ FRPP, VDACS, VLCF, VOF, PEC
- ☒ Private Donations
- ☒ 1% Transfer Tax

Cost Benefits

- ☞ Cost of Community Services
- ☞ Fiscal Impact Residential Housing
 - ☞ 2010 Data
 - ☞ Each new residence costs County \$900/year
 - ☞ 175 DURs retired X \$900 = \$157,500/year savings
 - ☞ County on average spends \$138,000/year on easements
 - ☞ \$157,500 - \$138,000 = \$19,500 net benefit/year
 - ☞ Composite Index
 - ☞ Conservation Easements reduce the true value of real property used to compute the Local Composite Index
 - ☞ In 2010, tax revenue generated for school funding as a result of the 22,070 acres held in easement in Clarke County was \$200,000.

Awards: Governor's Environmental Excellence Awards Gold Medal Winner 2012

- ☞ The Authority was recognized for its successful efforts to protect and preserve land with significant agricultural, natural, scenic and historic resources.
- ☞ The authority has filled an important niche by enabling smaller landowners who might not meet the criteria of other programs to place land in easement.

Outreach Campaign

- ☞ Quarterly Newsletter
- ☞ Community Events
- ☞ Direct Mailing
- ☞ Total Donated 6 years = \$157,000
 - ☞ Average \$26,000/year
 - ☞ Used for:
 - ☞ Surveys, appraisals,
 - ☞ Legal fees

Next Steps

- ☞ 10 year Anniversary Celebration

- ☞ 5 easement purchase closings – 2013
- ☞ Solicitation for applications
- ☞ Review & Refinement of Policies and Procedures
- ☞ Continued Success

Supervisor Byrd asked about programs with the local schools. Ms. Teetor advised that the Authority has discussed outreach programs and is currently working with Powhatan School.

Supervisor McKay praised the Authority's efforts and suggested providing the presentation to local civic organizations.

Chairman Hobert thanked the members of the Conservation Easement Authority. He stated that Chair Wingate Mackay Smith was a tremendous leader.

Chairman Hobert requested the following:

- Track easements held by other agencies.
- Track monitoring efforts.
- Add the names of current Authority members to the report.

Alison Teetor added that the State is providing stewardship funds and Clarke County has a received over \$36,000 based on acreage in easements.

George Ohrstrom, Authority member, commented that the stewardship funds were provided with "no strings attached" and was being held by the Authority in a separate account to avoid co-mingling.

Vice Chairman Weiss stated that he saluted the group as a whole and wished to single out Alison Teetor for her tremendous efforts, working with the different funds to leverage the County's money, being tireless and efficient.

Wingate Mackay-Smith added that the Authority relied upon volunteers for monitoring efforts. She further remarked that if the stewardship money continued to come in at the same rate as this year the Authority intends to continue to save in a separate account as a sort of war chest to be used for legal services or the hiring of a monitor.

Following the presentation and comment period, members of the Conservation Easement Authority and the Board of Supervisors posed for a group photograph.

Alison Teetor invited Board members to join the Authority for cake and cider at its anniversary celebration in Meeting Room C on Wednesday, January 20.

16) Government Projects Update

The monthly project update was provided by David Ash. Highlights include:

- 100 North Church Street
 - Sheriff still working with Architect and engineering for completion of his building.
- 101 Chalmers Court
 - Work continues in this building to repair HVAC.
 - There has been minimal disruption of work.
 - Electricians rewiring and running conduit.

17) Miscellaneous Items

No items were put forward for inclusion on the agenda.

18) Summary of Required Action

<u>Item</u>	<u>Description</u>	<u>Responsibility</u>
1.	Process and upload approved minutes.	Lora B. Walburn
2.	Develop ad and place in newspaper and on website TA-12-05	Lora B. Walburn
3.	Develop ad and place in newspaper and on website RZ-12-01.	Lora B. Walburn
4.	Execute Lord Fairfax Health District 2012-2013 Locality Agreement.	David Ash
5.	Process Lord Fairfax Health District 2012-2013 Locality Agreement	Lora B. Walburn
6.	Execute Blue Ridge Housing Network, Inc. Letter of Support re Application for HOME Investment Partnerships Funding.	David Ash
7.	Process Blue Ridge Housing Network, Inc. Letter of Support re Application for HOME Investment Partnerships Funding.	Lora B. Walburn

<u>Item</u>	<u>Description</u>	<u>Responsibility</u>
8.	Execute Faithworks Inc. Letter of Support re Application for HOME Investment Partnerships Funding.	David Ash
9.	Process Faithworks Inc. Letter of Support re Application for HOME Investment Partnerships Funding.	Lora B. Walburn
10.	Execute Letter of Support 2012 TMDL Pre Proposal - C-Spout Run: Implementing the Spout Run TMDL Implementation Plan Through a Collaborative Partnership	J. Michael Hobert
11.	Process Letter of Support 2012 TMDL Pre Proposal - C-Spout Run: Implementing the Spout Run TMDL Implementation Plan Through a Collaborative Partnership	Lora B. Walburn
12.	Execute 2013-01P.	J. Michael Hobert
13.	Process 2013-01P.	Lora B. Walburn
14.	Update appointment database.	Lora B. Walburn

19) Board Member Committee Status Reports

Supervisor Barbara J. Byrd

- Humane foundation: Considering the creation of a fund for the care of horses.
- Social Services: Looking for someone to fill the vacancy on its board.

Supervisor John R. Staelin

- Planning Commission: Discussing the creation of a Civil War overlay district.
- Economic Development Advisory Committee: Tourism brochure is ready; 2,000 brochures will cost approximately \$450.

20) Closed Session

At 4:10 pm, **Vice Chairman Weiss moved to convene into Closed Session pursuant to §2.2-3711-A3 Discussion of items related to the disposition of government property. 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 to discuss offers to rent or lease 36 East Main Street and 106 North Church Street.**

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

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, at 4:49 pm, **Supervisor Byrd moved to reconvene in open session.**
The motion carried as follows:

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

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

CERTIFICATION OF CLOSED SESSION

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

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

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

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

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

No action was taken on matters discussed in Closed Session.

At 4:50 pm Chairman Hobert recessed the meeting.

At 6:30 pm Chairman Hobert reconvened the meeting.

21) Citizen's Comment Period

No citizens appeared to address the Board.

22) Presentation by RRMM Architects, Inc. – Elementary School Renovations

Chairman Hobert introduced Benjamin S. Motley, RRMM Architect Principal.

Mr. Motley introduced Kevin A Deck, RRMM AIA Architect Senior Associate, and Scott Stickley, PE, Pennoni Associates Inc. Mr. Motley indicated that they would be providing the presentation given to the School Board on January 30, 2013. Highlights of his presentation include:

- Management pieces include design, schedule and budget.
- Reasons to consider other options “Scheme A”:
 1. Inefficiency of the Two-School Option
 2. Budget Pressures
 3. Program Requirements and their Impact on Design
 4. Condition of Existing Buildings
- Important Efficiency Data to Consider:
 - Target Enrollment Grades PK-5: 655
 - Future Enrollment: 775
 - Former HS Building Area: 71,708 SF
 - D.G. Cooley Building Area: 40,931 SF
 - Combined Area (no additions): 112,639 SF
 - Combined Area (w/ additions):127,339 SF
 - Theoretical New 655-pupil ES: 85,200 SF
 - Proposed Scheme + Phase 2 = 97,100
- Budget Parameters and Pressures

- 85% Hard Costs [Construction]
- 15% Soft Costs
- \$7.2M X .85 = \$6.12M
- \$6.12M / 127,339 SF = \$48.06/ SF (Two-School Option A)
- Public Schools State Average for Renovation and Addition 2011/2012 = \$125.85
- Program Needs
 - DG Cooley
 - School is a simple, efficiently laid out school.
 - Existing class rooms fall short of meeting the VDOE size requirements for PK-1.
 - Existing class rooms are close to VDOE size requirements for 2-5
 - Decentralized HVAC System in Good Condition
 - Traffic Concerns
 - Outdated, Under-sized Kitchen / Cafeteria
 - Limited Site Area for Additions
 - Former High School
 - Class room sizes for a high school are smaller than elementary schools.
 - Renovation and reconfiguration was always necessary to accommodate elementary students.
 - Parking and Vehicular Drives Ready to Use
 - Adequate Space for Additions / Play Areas
 - Core Spaces Adequate for the Entire PK-5 Enrollment
 - Centralized HVAC System in Poor Condition
- Scheme D
 - This plan was recommended and approved by the School Board
 - Addition to side and renovate core in Phase 1.
 - Keep grades 4 and 5 at DG Cooley – as is.
 - New kitchen at the renovated high school will supply DG Cooley students.
 - RRMM considers this plan to be the most efficient facility use.
 - Frees Cooley for use as School Administrative Offices and for Alternative Education.
 - Nothing compels the County to initiate Phase II.

Mr. Motley concluded his presentation and called for questions. Highlights of RRMM responses to questions:

- Square feet being renovated in Phase 1: approximately 40,000 sq. feet.
- State Average Construction Cost: Renovation \$125 per square foot; New Construction \$165.
- Phase II Cost: \$200 per square foot
 - \$3.7M [Cooley conversion to Administrative Offices]
 - \$3.1M [Grades 4 and 5 addition]
 - \$3.7M [Additional renovations - not fully renovating gym or cafeteria in Phase I];
- \$125 per square foot figure is a blend of costs for renovation and new construction for the addition
- The figure is divided by .85 to include soft cost
- The architect receives approximately 6% to 7%.
- The architect's fees are determined on project cost.

Stormwater responses by Scott Stickley, Pennoni Associates Inc.:

- Clarke County has adopted stormwater regulations recommended by the DCR.
- Clarke County has adopted a more stringent standard than the state.
- Stormwater plan was designed for Phases I and II.
- Stormwater plan was designed from a conceptual and feasibility point.
- Bio-retention ponds are planned.
- Anticipate rerouting roof drains to bio-retention cells.
- Artificial turf for the football field surface was taken into account and included in the plan. The football field with artificial turf will have separate drainage that will head toward the tennis courts.
- Plan based on topography maps indicating that Parks and Recreation land drains onto the school property.

Members of the audience and the Board suggested walking the property to gain greater understanding of stormwater patterns.
- Plan intends to send drainage to Ramsburg.
- Annual maintenance cost of bio-retention ponds is considered to be part of regular maintenance.

- Water volume was determined using DCR data.
- Phase 1 cost projection for one bio-retention pond is \$50,000 and is included in the \$7.2MM Phase 1 plan.
- As for existing stormwater issues, current developers are only required to address 20% of existing problems.

Building Design responses by Kevin Deck, RRMM:

- One-story addition.
- Central hall and double-loaded classrooms down both sides.
- Hall connecting to the gym.
- Rendering to be sympathetic to current school.
- The majority of the renovation will take place in the academic wing.
- Converting core with minimal moving of walls.
- Improving windowless classrooms by adding skylights with diffusing glass and daylight sensors resulting in energy savings.
- Existing library has two roof monitors with interior diffused baffles.
- School Board Member Jim Brinkmeier is heading up the task force working on securing issues for the renovation, as well as other schools within the system.

At 8:02 pm Chairman Hobert opened the public comment portion of the public meeting.

Robina Rich Bouffault, County resident: stated that she was here this evening as a private citizen and her comments represented her own views as a citizen and not the Planning Commission of which she is a member. Portions of her PowerPoint presentation are as follows:

The RRMM “One School” Option D2 Comments and Questions at BOS Meeting 2-19-2013

Comparison of the NUMBERS OF CLASSROOMS

	EXISTING (as of 1-24-13)	2010 PLAN	RRMM "One School" OPTION D2	
			Phase I	Phase II
Existing & Projected PreK-5 Students	544	544	665	775
Alt. Ed Students Average Number	12	12	Not included	15?
D.G. COOLEY (capacity 246)				
Classrooms	17	17	17	Admin + 2 Alt Ed
Trailers	10	0	0	0
Berryville PRIMARY (capacity 185)				
Classrooms (+ 2 Alt Ed in 2010 plan)	16	Admin + 2 Alt Ed	0	0
Trailers	3	0	0	0
OLD HIGH SCHOOL (capacity 456)				
Phase I Addition (3 classrooms eliminated)	empty	27	24	24
Phase II Addition			8	8
				10
TOTAL NO. of CLASSROOMS	46	46	49	44

Comparison of the NUMBERS OF CLASSROOMS

In response to my question concerning the decrease in classroom numbers, RRMM indicated that: *"Whenever new or renovated school projects are undertaken, this creates an opportunity to forge a program based upon what the school system actually needs for the present and for the future, as opposed to what is currently in use, which often represents programmatic compromises due to existing facility limitations."*

QUESTION to the School Board: What changes were made to the DGC Educational Program that made you decide that the "One School" 2-Phase recommendation by RRMM, with its decrease in the number of classrooms would be preferable to an increase, given the expected 42% elementary growth projected by you for the future years? (current 544 to projected 775 pupils)

Site Considerations

The county engineers Chester have today approved a preliminary storm water concept plan which was submitted by RRMM on 1-16-13. One of the issues not addressed in detail yet relates to the storm water drainage and where it goes. RRMM, in their response to my earlier questions, indicated that the SWM pond underdrain "will flow to the existing broad swale draining to the west and Ramsberg Lane".

The "broad swale draining to the west" is currently draining into Parks and Rec land, and periodically washes out their walking path. It is not an acceptable drainage route, and needs to be mitigated if the old high school is expanded. The Ramsberg lane culvert, according to PHR&A, currently does not get any storm water, so RRMM need to clarify how the water gets to it. The PHR&A photo and comments:

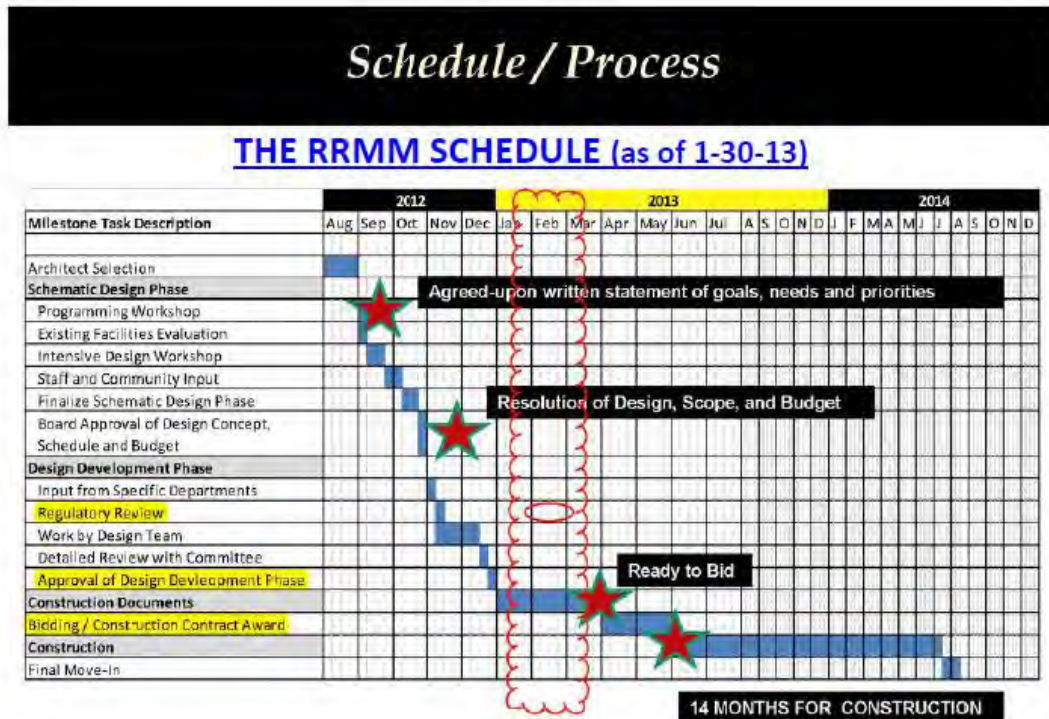
PHRA comment for this photo after Sandy: "Ramsburg Lane Drainage - Dry As A Bone No Evidence Of Water In These Pipes During Hurricane Sandy Event" (8" of rain)

Today, we also learned that PHR&A are doing a parallel study to determine if they can also put artificial turf on the next door football field. This additional 48,000 sq. ft. of water run-off is not included in the concept plan, which will need to be modified again.

The failure to stay within the existing building footprint generates the need for a Site Plan amendment – which otherwise would not be needed. The storm water issue is a thorny and costly element of this. Site Plan engineering costs can be considerable, with multiple modifications prior to final design approval. Our past experience is:

- The failed 71 acre Salvation Army new high school project:
PHR&A civil engineers cost: \$203,494 (source JAS)
- The new CCHS project, now functioning, costs were:
Urban civil engineers cost: \$118,287 (source CRA Schedule of Values)

RRMM has included in its estimate a total of only \$41,630 for civil engineering, landscape and site topo/survey fees. This appears to be unrealistically low. I have also not found any regulatory permitting fees (site plan – building permit, etc.) listed in the estimate. The capacity increases are likely to also generate Town of Berryville water/sewer costs, including a possible sewer pump modification at D.G. Cooley, an expensive item not included in RRMM's estimates.



Site Plan Regulatory Review Timeline

For the new high school, from the time the architects were hired end-October of 2008, to the Final Site Plan approval of June 2010, a total of 20 months elapsed, with storm water considerations causing a majority of the delays.

RRMM's current Schedule shows the Regulatory Review taking all of one week (!) : the 2nd week of November 2012. It also shows the project going out to bid at the end of March – only one month away!

This Schedule is hopelessly obsolete, and has a timeline that is completely unrealistic. As of yet, there has not even been a formal submission made to the county for a Site Plan amendment permit, let alone a Building Permit.

QUESTION to the School Board: Given the obsolete and unrealistic RRMM Schedule which currently shows the project ready to bid next month when the design has not yet even been finalized, will you continue to confirm that the old high school will be able to accept students in the Fall of 2014? Wouldn't a more realistic date be the Fall of 2015?

THE COSTS

THE RENOVATION COSTS	SB 2010 PLAN	RRMM "One School" OPTION D2 Cost Estimate 2-1-2013	
	(Crabtree Estimate)	Phase I (2014-5)	Phase II (2018+)
Estimates Only: (amounts include soft costs, but no trailer removal)			
OLD HIGH SCHOOL building (no additions)	\$2,689,648	Incl. below	Incl. below
Phase I Addition , includes initial core building renovations (classrooms, HVAC, plumbing)	n/a	\$7,179,261	n/a
Phase II Addition , to include <u>additional</u> core building renovations (cafeteria/more HVAC)	n/a	n/a	\$7 - \$8,000,000 +
D.G. COOLEY	\$1,379,232	No renovations – left as is = \$0.	Renovations for Admin incl. above
<i>Use:</i>	<i>Elementary School</i>	<i>Elementary School</i>	<i>Administration</i>
Berryville PRIMARY	\$2,507,267	No renovations	No renovations
<i>Use:</i>	<i>Admin + 2 Alt Ed Cl.</i>	<i>Closed?</i>	<i>Surplused?</i>
TOTAL (Preliminary) COSTS	\$6,576,147	\$7,179,261	\$15,179,261
<i>Buildings Renovated:</i>	<i>3 buildings (no additions)</i>	<i>1 building w/one addition</i>	<i>2 buildings (2 additions)</i>
Site Plan Required?	No	Yes – 1st Site Plan	Yes – 2nd Site Plan

Summary

- Classrooms: There will be fewer classrooms at the end of Phase II than there are now, in spite of projected growth.
- Regulatory Review: Not yet formally initiated for the Site Plan, is likely to delay the school opening until the Fall of 2015, due to storm water concerns unresolved as of yet – if ever.

- Costs: The estimated costs are over twice (at least) those of the 2010 School Board plan, while being less comprehensive and renovating fewer buildings – with a very fuzzy Phase II well into the distant future. Site Plan costs are greatly under-estimated.

A FINAL QUESTION for the School Board: The July 2012 architects RFP issued by the School Board (12 firms responded) states clearly on page 4:

“This will leave the Division with 3 buildings requiring renovation, in succession...contingent upon available resources.”

“The total appropriated budget for these projects is \$7.2 million.”

Why did the School Board vote to accept the RRMM “One School” recommendation which totally disregards their own core RFP conditions?

Anne Caldwell, County resident: stated that while she is the Vice Chair of the Planning Commission, she was here this evening as a private citizen and her comments represented her own views as a citizen and not the Planning Commission. She read the following letter:

400 Riverview Farm Lane
Bluemont, VA 20135
February 19, 2013

To the Clarke County Board of Education:

First, I want to express my appreciation to the Board of Education and their architects for the hard work that has gone into this project so far, including the complex decisions that are currently under discussion.

Second, I have two areas of concern where more information for both myself and the citizens of Clarke County would be helpful in understanding this multi-million dollar project.

1. In the currently proposed one-school solution, it appears that Phase I results in the elimination of the trailers and in a small overall increase in classroom number. However, it also appears that at the completion of Phase II, when the expenditures will likely be in the fifteen million dollar range, we will have an actual decrease in the number of classrooms compared to the number today, along with a projected increase in student population. In his written response to a question on this issue on February 15, 2013, Mr. Motley explained the situation as follows:

"The total number of classrooms included in the program and design concept were developed by the superintendent, principals and other central office staff. Whenever new or renovated school projects are undertaken, this creates an opportunity to forge a program based on what the school system actually needs for the present and for the

future, as opposed to what is currently in use, which often represents programmatic comprises (sic) (compromises?) due to existing facility limitations."

This explanation is boiler-plate admin-speak, is difficult for me to understand, doesn't answer the question with any actual facts, and doesn't pass the common sense test.

Please provide myself, the Board of Supervisors, and the citizens of Clarke County with clearly written specifics, in layman's language, that detail how you are going to fit more students into fewer classrooms at a price tag of some fifteen million dollars.

2. The one-school solution is being promoted as providing economic efficiencies by eliminating duplication of services which occur with multiple schools. Again, to quote Mr. Motley in his February 15 letter:

"... a one-school option, which is ultimately more efficient due to the lack of redundancy of program areas such as the kitchen, cafeteria, library, art room, music room, and administrative offices."

Please provide myself, the Board of Supervisors, and the citizens of Clarke County a detailed list of those support and administrative staff positions that will be eliminated because of these projected efficiencies. In addition, please estimate the dollar savings of these projected efficiencies, especially as they impact the annual school budget on a year by year basis. Please do not succumb to the Federal Government practice of claiming the savings against planned budget increases.

Without this kind of staff and financial detail, the projected savings are only unsupported assertions. Furthermore, without such detail, it is impossible to understand and evaluate the cost-benefit of a one-school, fifteen million dollar option versus a two-school, seven million dollar solution to our educational needs.

Looking forward to your written responses, I remain respectfully yours,

Being no other persons desiring to speak, at 8:20 pm Chairman Hobert closed the public comment portion of the public meeting.

Dr. Murphy advised that Chairman Dr. Leffel had to leave the meeting but she had extended an invitation to all to join the School Board at its February 25 meeting.

In conclusion Mr. Motley put forth the following comments:

- Civil engineering fees have been fully agreed upon.
- Detailed cost estimates are available to the public.
- The cost data is complex and can be easily misunderstood.
- Developed a need-based option in conjunction with School staff.
- Classroom size is stated in the RFP.

- Contract terms have been followed to the letter and one of the contract terms was to look at other options.
- The schedule presented is the original, not the current schedule; however unless there are unforeseeable delays, completion in Fall 2014 is still very doable.
- The stormwater concept plan was to be developed first.
- Still believes that all cost has been accounted for as part of the solution.
- Suggested another detailed meeting to further discuss issues.

Supervisor Byrd noted that three seatings were planned for the elementary cafeteria and when the facility was used as a high school, four seatings were necessary. She opined that cafeteria seating would be very challenging for this age group and more so with an increased student count. She expressed concern about plans to remove the auditorium stage and removing the music room as part of cafeteria expansion.

Dr. Murphy responded that elementary schools run on a different feeding level with continuous feeding for students either coming from or going to recess. He stated that he and Mr. Carmichael, Principal Primary and D.G. Cooley, believed it is totally doable.

Robina Rich Bouffault asked about use of the second gymnasium in Phase II; 1) how the Schools were going to resolve use of two gyms with 600 to 700 students; 2) how it was going to handle taking students over to the Cooley gym, and 3) how this improved efficiencies. She noted that the Cooley gym was relatively new built to address the School's stated need for more gym space.

Dr. Murphy responded that at the present time there were no plans to move children back and forth between schools; the old high school's gym was large – much larger than the Cooley gym and multiple groups of children could be in the gym at the same time. He continued that with the large outdoor surface area the Schools envisioned more outdoor games. He opined that the Cooley gym could be used for many things but this was a future curriculum decision.

Mr. Motley contributed that he did not know of any elementary with two gymnasiums, even the larger schools. He said that pragmatically it was not viewed as necessary.

Robina Rich Bouffault responded that a lot of money had been spent just a few years ago to build the Cooley gym and citizens did have questions about an option that would discontinue its use.

At 8:30 pm, Chairman Hobert asked the Supervisors for concluding statements.

Vice Chairman Weiss thanked the public, School Board and RRMM for their participation. He commented that how to educate children must be left with the School Board. He stated that his concerns were monetary and the Schools' plans for Phase II, incurring more debt,

were contrary to the Supervisors' plans to reduce debt. He asked the Schools to wait on Phase II. Mr. Weiss emphasized that he was not criticizing the Phase I renovation amount just that the budget remained the same but was taking care of fewer buildings. He opined that a large majority of the change in renovation plans was by the School Board's choice and he reminded that there were serious choices to be made with serious consequences for all must consider what will be available for operating with the debt load proposed in Phase II.

Supervisor Staelin expressed appreciation to everyone for attending the meeting. He stated that Phase I made a lot of sense commenting that it was good to know that an addition was possible at the former high school. He opined that Phase II did not make sense; and by the time Phase II began, needs would have changed. He expressed concern regarding the reduction in classrooms, discontinuing use of Primary, and stormwater issues. Mr. Staelin requested that not one dollar be spent designing Phase II.

Supervisor Byrd expressed her thanks to everyone for attending the meeting noting that all present were there because they were concerned about the children, the schools and its buildings. She expressed her hope that the Schools would keep with a two-school concept as presented for Phase I. She put forth that the former high school was a blank slate, Cooley was in good condition, and Primary would be a good option for school administrative offices; but it was for future boards to consider future plans. Mrs. Byrd agreed with Supervisor Staelin and urged the School to be practical for it had only \$7.2MM to work with for this renovation project.

Supervisor McKay commented that he believed that everyone had some very valid points. He expressed his reservations regarding the potential expenditure of \$15MM for future renovations, turning Cooley into administrative offices and designating Primary as surplus. He opined that no other county has too many school buildings or too much school space. He concurred with Supervisor Byrd that Primary was still a functional building.

Chairman Hobert thanked all for their participation. He opined that it was good for the good for the community to have an opportunity to hear the School's plans. He stated that he agreed with his colleagues that the decision regarding the course of action to be taken was within the judgment of School Board. He further commented that he believed the cost was appropriate.

23) Adjournment

There being no further business to be brought before the Board at 8:41 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, March 19, 2013 at 1:00 p.m. in the Main Meeting Room, 101 Chalmers Court, 2nd Floor, Berryville, Virginia.

ATTEST: February 19, 2013

J. Michael Hobert, Chair

David L. Ash, County Administrator

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

Clarke County Board of Supervisors

Consent Agenda:

- A) Virginia Housing Development Authority Locality CEO Support Letter

Clarke County Board of Supervisors



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

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

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

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

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

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

March 19, 2013

Draft

Jim Chandler
Virginia Housing Development Authority
601 South Belvidere Street
Richmond, Virginia 23220

VHDA Tracking Number: 2013-C-42

Development Name: Orchard Court

Name of Owner | Applicant: TBD

Dear Mr. Chandler:

The construction or rehabilitation of the above-named development and the allocation of federal housing tax credits available under IRC Section 42 for said development will help to meet the housing needs and priorities of Clarke County

Accordingly, Clarke County supports the allocation of federal housing tax credits requested by TBD for this development.

Yours truly,

David L. Ash
County Administrator



January 30, 2013

David L Ash, County Administrator
Clarke County
101 Chalmers Court, Suite B
Berryville, VA 22611

Re: Orchard Court
VHDA Tracking Number: 2013-C-42

Dear Mr. Ash:

The above referenced development may be submitted to the Virginia Housing Development Authority (VHDA) for a reservation of Low Income Housing Tax Credits. The tax credits apply to the owner's federal tax return, but the VHDA is responsible for allocating the credits to developments within Virginia. We are required by the Internal Revenue Code to provide localities with an opportunity to comment on the developments under consideration.

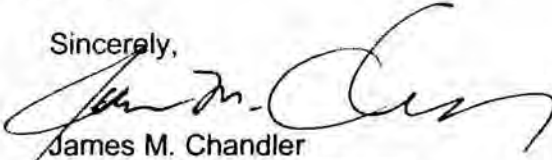
You may have already written a letter, which will be included in the application package submitted by the development sponsor, and if so, we appreciate that input. If not, or if you would like to comment further, you may do so at this time. **In order for us to consider your comments in our scoring, we must receive your letter by April 1, 2013.**

Letters that correspond to the attached letter of support will qualify the application for 50 points. If you send an opposition letter stating that the development is inconsistent with (1) current zoning, or (2) other applicable land use regulations, the development will receive no points in this category. Additionally, if you provide no comments or if your letter does not meet the support or opposition criteria discussed above, the application will receive a score of 25 points.

For your reference, we have included development information sheets that briefly explain the development and identify the sponsor. I would encourage you to contact the person listed in the Owner Information Section to achieve a better understanding of the proposed development. A notification letter is also being sent to John M Hobert, County Board Chair, for informational purposes.

Thank you for your time and consideration.

Sincerely,



James M. Chandler
Director of LIHTC Programs

Enclosures

Locality Notification Information Summary

Tracking #: 2013-C-42

Notice Type: 9% Competitive

Cycle Year: 2013

Last Saved: 1/25/2013 2:42:46 PM

Last Saved By: dave@davidlayfield.com

DEVELOPMENT INFORMATION

Development Name: Orchard Court

Address Information		
Address Line 1: 417 Page Street		
Address Line 2:		
City: Berryville	State: VA	Zip: 22611

Census Tract	
Census Tract Number	Is this a Qualified Census Tract?
0101.00	No

Locality Notification Information Summary

VHDA Tax Credit Pool: Northwest/North Central Virginia Area

Development Type: Family

Location in which the Deed to the Property is or will be Recorded: Clarke County

Is the development located in a Difficult Development area? No

Is the development located in a Revitalization area? No

Districts

Congressional District: 10

Planning District: 7

State Senate District: 27

State House District: 33

Architectural Features

Single Family Detached: No

Town House (Two Story): No

Garden Style: Yes

One Story Elderly: No

Low Rise (1-4 stories): No

Mid Rise (5-7 stories): No

High Rise (8+ stories) : No

Property Descriptions

Description of Exterior Finish: The exterior finish will consist of brick and vinyl siding.

Description of Development: The development consists of three buildings including 28 one and two bedroom unit.

Description of Community Facilities: The development consists of three buildings and standard amenities.

Description of Heating/AC System: The development will have high efficiency HVAC systems.

Structural Features

Slab on Grade: Yes

Elevator: No

Basement: No

Crawl Space: No

Locality Notification Information Summary

Unit Type	
	# Units
New	0
Adaptive Reuse	0
Rehabilitation	28
Total	28
Low Income	28
% Low Income	100%
Property Type: Rehab	

Bedroom	
	# Units
Efficiency	0
1 BR	6
2 BR	22
3 BR	0
4 BR	0
More than 4 BR	0
Total	28

Floor Area (sq. ft.)	
	Floor Area
Gross Residential	22013
Commercial	0
Low Income	22013
% Low Income	100%

Number/Age of Buildings	
Number of Buildings	3
Age of Buildings (Years)	27
Number of Stories	2

Locality Notification Information Summary

OWNER & SELLER INFORMATION

Owner Information

Name: TBD

Phone: 443-615-7121

Best Person to Contact: David F Layfield

Entity Type: Other

If Other, Entity Type: To be formed

Address Information		
Address Line 1: 1813 Sweetbay Dr., # 9		
Address Line 2:		
City: Salisbury	State: MD	Zip: 21804

List of Principals			
Principal Name	Phone	Ownership Type	% Ownership
David F. Layfield, Jr.	443-615-7121	Member of GP	37.5
Thomas J. Ayd, Jr.	443-615-7121	Member of GP	12.5
O. Palmer Gillis, III	443-615-7121	Member of GP	12.5
Bradley J. Gillis	443-615-7121	Member of GP	12.5
Dwight H. Miller	443-615-7121	Member of GP	12.5
James B. Barnes	443-615-7121	Member of GP	12.5

Locality Notification Information Summary

Seller/Existing Owner Information

Applying for Rehab Credits: No

Seller

Name: Berryville Limited Partnership

Phone: 301-774-6131

Address Information:		
Address Line 1: 3423 Olney-Laytonsville Road, Suite 7		
Address Line 2:		
City: Olney	State: MD	Zip: 20832



Locality CEO Support Letter

1. General Instructions

- The letter below must be submitted under locality's letterhead.
- **NOTE TO LOCALITY:** Any change in this form letter may result in a reduction of points under the scoring system.
- **NOTE TO OWNER/DEVELOPER:** You are strongly encouraged to submit this certification to the appropriate local official at least three weeks in advance of the application deadline to ensure adequate time for review and approval.

Locality CEO Support Letter

(DATE)

Jim Chandler
Virginia Housing Development Authority
601 South Belvidere Street
Richmond, Virginia 23220

VHDA Tracking Number: _____
Development Name: _____
Name of Owner/Applicant: _____

Dear Mr. Chandler:

The construction or rehabilitation of the above-named development and the allocation of federal housing tax credits available under IRC Section 42 for said development will help to meet the housing needs and priorities of (NAME OF LOCALITY). Accordingly, (NAME OF LOCALITY) supports the allocation of federal housing tax credits requested by (NAME OF APPLICANT) for this development.

Yours truly,

(CEO Name)
(Title)



County of Clarke
David Ash, County Administrator

To: Board of Supervisors

Date: March 19, 2013

Special Event Permit Application Pasture Palooza, 339 Minniewood Lane, Berryville

Applicant / Event Director: Trevor Creany

Medium Event: 500 to 999 persons attending

Multi-year: 2013, 2014, 2015

2013 Date: June 28, 29, 30

Recommendation: Approve multi-year application contingent upon receipt of outstanding items below.

Responses Received from:	Outstanding Items:
<ul style="list-style-type: none">✓ Building Official✓ Health Department✓ Sheriff's Office✓ Virginia State Police	<ul style="list-style-type: none">✓ Insurance Endorsement Naming County as Additional Insured✓ Responses From:<ul style="list-style-type: none">○ John H. Enders○ VDOT

Note: The Board conducted public hearing [PH 12-05] on May 15, 2012 to review the Special Event Permit for Pasture Palooza when it transitioned from a small to a medium size event. No objections were raised prior to or during the public hearing. Further, no complaints have been received by County Administration.

§ 57.6. Action on applications. For Medium Special Events, the Board shall consider the application and agency comments and shall approve the application, incorporating such reasonable terms and conditions as may be established, deny the application, or set a public hearing on the application for the next regular meeting of the Board. If a public hearing is set, after the public hearing at the next regular meeting, the Board shall approve the application, incorporating such reasonable terms and conditions as may be established or deny the application.

The Board may approve any number of Special Events for multiple years at the same location.

Official Plan for:

P A S T U R E P A L O O Z A
M U S I C & A R T S F E S T I V A L
J U N E 2 8 - 3 0 , 2 0 1 3

339 MINNIEWOOD LANE, BERRYVILLE, VA 22611

DIRECTOR: TREVOR CREANY
601 DAVIS ST. RADFORD, VA. 24141
(540) 336-4596 • THCREANY@RADFORD.EDU

§ 57.7. Special Event Requirements

General Information:

✦ **Event hours.**

- Start: 10:00 AM Friday, June 28, 2013
- End: 10:00 AM Sunday, June 30, 2013
- Live music hours:
 - 12:00 PM, 6/28/2013 – 12:00 AM, 6/29/2013
 - 7:00 AM, 6/29/2013 – 12:00 AM, 6/30/2012
- Maximum of 800 attendees (including employees) Saturday, June 29, 2013

✦ **Admission regulated.**

- The total amount of tickets to be sold will be 999 less all employees. Tickets will be sold online prior to the event via Showlix.com. All remaining tickets will be sold at the entrance gate the day of the festival. Tickets sold online will cost \$35.00 each, weekend passes will be sold at \$40.00, and Saturday only tickets will be sold at the price of \$30.00 each. As soon as 999 tickets have been distributed all entrances to the festival will be forbidden without proof of prior purchase.
- *Note: I do not expect that 999 people will attend the event. (800 estimated maximum)*

✦ **Limits to attendance.**

- Showclix.com provides information to the ticket seller that allows him and/or her to see how many tickets have been sold. It even allows you to see what population you are selling tickets to and even the total amount of tickets sold. With all of this information available I will be able to sell an exact amount of tickets, equal to or less than 999.

⤴ **Liability insurance.**

- The certificate of insurance is not attached to the document. I am talking with Brian Wilkins of Wilkins Insurance Agency to procure a certificate of insurance. Policy will be purchased months before the event date and turned in to the Clarke County offices for approval.

⤴ **Permission for Entry.**

- I have attached written permission for the Administrator, designee, and all on duty constituted law enforcement officers to enter the property at any time during the Special Event to determine compliance with the approved permit and the provisions of this chapter.
- A copy of the notice sent to all adjoining property owners is attached.
- A list of all adjacent property owners, with addresses, is attached as well.

Heath Department Notice and Approvals:

⤴ **Water Supply.**

- All attendees will be notified that water is available for purchase, but they are encouraged to bring enough for themselves for the entire weekend. A wash station will be rented for sanitation purposes.

⤴ **Toilet and/or lavatory facilities.**

- Eight, 8, portable lavatory facilities will be rented for the entire weekend. Portable lavatories will be cleaned and emptied on Saturday, June 29, 2013. I do not expect to have more than 800 attendees so this satisfies the requirement of 1 lavatory facility per every 100 people. If we end up selling more than 800 tickets the company we rent lavatory facilities from will be notified to bring more.

⤴ **Waste management.**

- When attendees enter the festival they will be given a trash bag to throw any refuse, trash, garbage, rubbish, and non-recyclable material in. Pasture Palooza Music & Arts Festival will encourage the attendees to recycle aluminum cans and plastic bottles into recycle bins placed throughout the event grounds. Sewage disposal will be the responsibility of the company providing portable lavatory facilities. We will have a cleanup on Sunday, June 30th and all trash will be removed from the property and taken to the dump for proper disposal by Monday, July 1st.

⤴ **Medical facilities.**

- A medical tent will be set up with an equipped and certified Emergency Medical Technician, EMT, to handle any small issues. The tent will be marked with the emblem of the International Red Cross placed inside the main event area (indicated on the map attached). If an ambulance is needed staff will call 9-1-1 immediately and have the person transported to the front gate to await the ambulance. The EMT will determine if the injured person is able to be moved. A side-by-side will be used for emergency transportation.

✦ **Food & Beverage.**

- We will have up to 4 food and non-alcoholic beverage vendors. All vendors will be getting a temporary permit from the County of Clarke to sell food and non-alcoholic beverages. I will sign and submit **the coordinator's checklist required by the Health Department.**
- Alcoholic beverages will NOT be served, but attendees above the age of 21 will be allowed to bring their own alcohol in a non-glass container.
- *More information on our plan to control alcohol consumption is located in the security section under Sheriff's Notice and Approval.*

Local Fire & Rescue Company Notice and Approvals

✦ **Medical facilities.**

- A medical tent will be set up with an equipped and certified Emergency Medical Technician, EMT, to handle any small issues. The tent will be marked with the emblem of the International Red Cross placed in the main event area (indicated on the attached map). If an ambulance is needed staff will call 9-1-1 immediately and have the person transported to the front gate to await the ambulance. The EMT will determine if the injured person is able to be moved. A side-by-side will be used for emergency transportation.

✦ **Fire Protection.**

- Fire extinguishers will be located in marked locations throughout the event area. A large water tank will be located in the main event area for the purpose of extinguishing any fires. All staff members will be on the lookout for any fires. All attendees will be told not to have any personal camp fires. If we find any personal camp fires the attendees who are camping around the fire will be removed from the event grounds.

Sheriff's Notice and Approvals

✦ **Traffic and parking control.**

- Approximately 10 staff members will be assigned the duty of parking cars. The attendees staying all weekend will be parked in the main event camping area. Attendees who will be staying for one day at a time and leaving throughout the weekend will be parked in a separate field located on the property. This will allow easy ingress and egress to the property.
- In the past, Pasture Palooza has closed and locked the main gate of the property from 2:00 AM – 5:00 AM to prevent any drinking and driving. The first year of Pasture Palooza Music and Arts Festival in 2010 occurred only one week after the tragic death of Clarke County High School student Aaron Shirley. This is what inspired the idea to close the gates at the late night hours. Pasture Palooza will continue to close the gates in the late night and early morning hours if the Clarke County Sheriff Department approves.

⤴ **Security.**

- We will hire one Deputy Sheriff to be on site Friday, from 6:00 PM – 12:00 midnight and Saturday, from 6:00 PM -12:00 midnight. The Deputy on site will be stationed at the front gate where all ticket money will be collected.
 - Security will be hired for the entire duration of the festival: 10:00 AM Friday, June 28 until 10:00 AM Sunday, June 30. A minimum of 10 security members will be on duty at all times.
 - Security will be composed of Pasture Palooza Staff and a small security team hired under contract.
 - Admission to Pasture Palooza Music & Arts Festival is restricted to individuals 18 years or older, unless accompanied by a parent. Any person between the ages of 18 and 21 will get a different wristband to indicate that they are under the age of 21. If an individual under the age of 21 is caught drinking or inebriated, they will be escorted to the main entrance and held until an officer arrives.
-

Building Department Notice and Approvals

⤴ **Lighting/Illumination.**

- Lighting/Illumination will only be used for the purpose of stage lighting.

⤴ **Temporary Structures.**

- Types of temporary structures:
 - There will be a main stage, side stage, front of house stage for the sound engineers, and a VIP tent set up backstage.
 - The tent is not bigger than 900 square feet.
 - **All temporary stages will be less than 30” tall.**

⤴ **Communication system.**

- All staff and security will have at least one of the following items: Walkie-talkie, smart phone, and/or cell phone.

⤴ **Necessary Safety Services.**

- Please let me know if I need to provide any additional safety services.

⤴ **Electrical Permit.**

- A towable diesel generator will be rented for the purpose of powering the stage lighting and sound. I understand there is an electrical permit to pay for in order for approval. Forms will be filled out and approved before event.

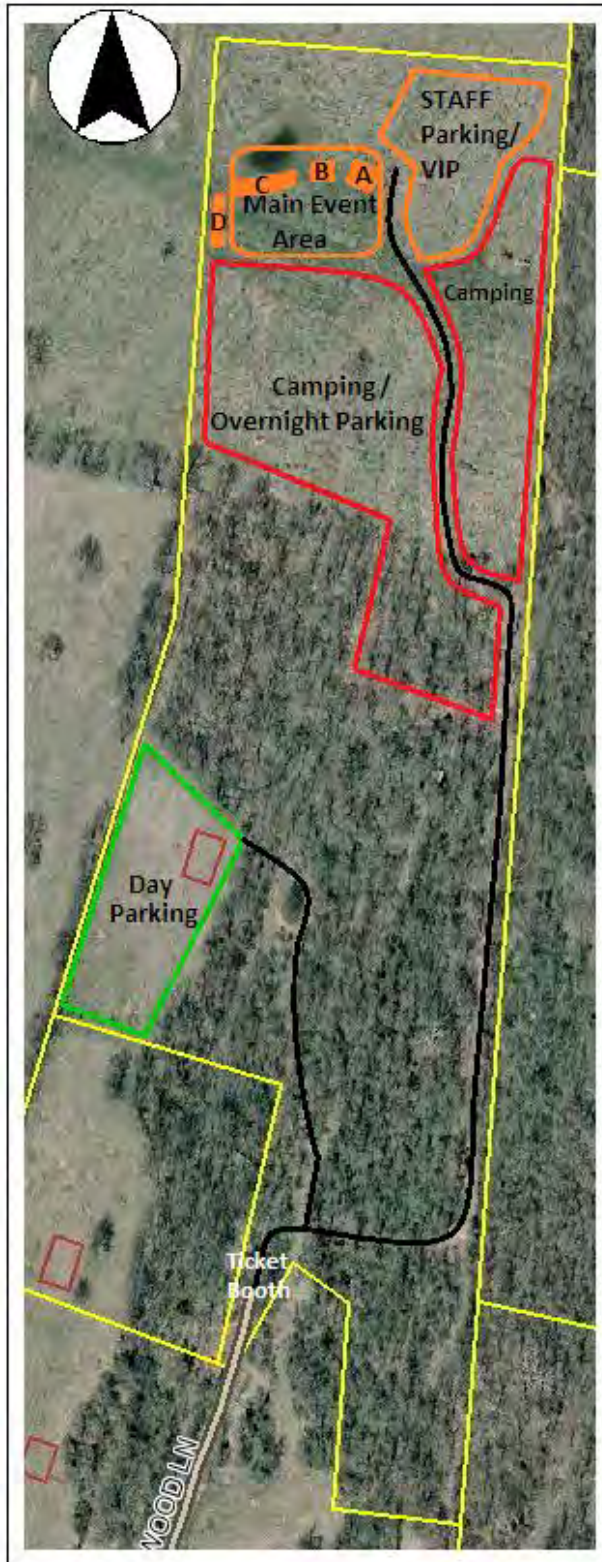
⤴ **Permission to inspect event area.**

- I grant the Clarke County Building Department access to the special event property in order to inspect all lighting/illumination, temporary structures, and generator.
-

Additional Information

- ⤴ I have talked to all departments about the permits I need to file for including:
- Electrical Permit – Gary Pope, Building Department
 - Coordinator's Checklist – Ryan Fincham, Health Department

Pasture Palooza Music & Arts Festival • Map of Festival Grounds



A - Main Stage
B - Side Stage
C - Vendors (Food & Crafts)
D - Lavatories (7 total)



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

Pasture Palooza Music & Arts Festival

Name of Event

339 Minniewood Lane, Berryville, VA 22611

Location of Event

Trevor Creany

Applicant Name and Organization if applicable [Please Print]

601 Davis Street, Radford, VA 24141

Applicant/Organization Address [Please Print]

540-336-4596

N/A

thcreany@radford.edu

Telephone No.

Fax No.

Email Address

Date[s]: 6/28/13 - 6/30/13

Event No.: 1

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

Estimate the number of Attendees (Maximum expected) 800

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

Special Event Type and Permit Fees

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

Yes No Multiple Year [3-Year Limit – Current Year plus two]: Note: No application for a special event may be filed more than one year before an event is to be held or before the first Event Day for applications for multiple special event permits, except for an application for a special event that is substantially the same as a special event that has been previously approved and conducted.

For Multiple Years

1. For a previously approved multi-year event, any change in the size, scope, date, location or change in ownership of property or management of the event constitutes cause for review. There is a \$100 Fee for review.
2. Applicants approved for more than a single event shall be required to sign an agreement prepared by the County attorney agreeing to the conditions set forth and further agreeing to provide the County Administrator with written notice, not less than 30 days in advance of each subsequent event that contains the names and current contact numbers of all:
 - Event management personnel,
 - Vendors,
 - Caterers,
 - Public safety providers, and/or
 - Contracted services

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

Type	Event	No. Events In Application	Fee
<input type="checkbox"/>	Small Special Event – Special Events for 150 to 499 persons attending five [5] or fewer event days per calendar year.	One [1] Event Application Two [2] or More Events In An Application Up to Five [5]	\$100 \$100 1st Event Application \$50 Each Event 2-5 / Each Year 2-3
<input type="checkbox"/>	Medium Special Event – Special Events for 150 to 499 persons attending with <u>six [6] or more event days</u> in a calendar year.	One [1] Event in Application Two [2] or More Events In An Application	\$100 \$100 1st Event Application \$50 Each Event 2-9 / Each Year 2-3 + Cost of Public Hearing Notice
<input checked="" type="checkbox"/>	Medium Special Event – Special Events for <u>500 to 999</u> persons attending	Each Event Application	\$250 \$100 Each Year 2-3 + Cost of Public Hearing Notice
<input type="checkbox"/>	Large Special Event – Special Events of 1000 or more persons attending an event.	Each Event Application	\$500 \$100 Each Year 2-3 + Cost of Public Hearing Notice

Instructions and Notes:

- ✓ Make checks payable to Clarke County Treasurer.
- ✓ Attach check or receipt from the Treasurer with this form and include with application. If submitting for two or more events, attach to first event application only.
- ✓ Payment of the Special Event Permit Fee shall not eliminate or substitute for any requirement for any business license or any other permit(s) that may be required by any federal, state, or local statutes, ordinances, rules, or regulations. Applicants are responsible for insuring that all such permits, licenses, and certificates are obtained from the appropriate authority.
- ✓ Fees paid are non-refundable and not transferable to other activities
- ✓ An application for a Small Special Event shall be submitted at least 30 calendar days before the date of the Event to allow for review of the application.
- ✓ An application for a Medium or Large Special event shall be submitted at least 120 calendar days before the date of the Event in order to allow for review of the application.

§ 57-4 Scaled Drawing

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

- (a) The areas for performances or activities and for grandstands or seats, showing the location of all aisles for pedestrian travel and other crowd-control measures.
- (b) All physical features of the site, including but not limited to, parking areas, restrooms, concession booths, grandstands, and stages.

- (c) The location, capacity, and nature of all temporary lighting, sound, and public address facilities.
- (d) The location, capacity, and nature of all temporary water, toilet, and all other public health-related facilities.
- (e) Vehicle ingress, egress, and parking plan, to include emergency vehicle access.
-

§ 57.7. Special Event Requirements

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

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

Note: *Application is complete only when the applicant has provided all applicable approvals to County Administration.*

General Information:

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

Date(s) and time(s) of the event: Music: 12pm-11:59pm Friday, June 28; 10am-11:59pm Saturday, June 29 [Capming all weekend]

If multiple days, which day do you anticipate to have the highest attendance and an estimate of attendance:

Saturday, June 29, 2013 - 800 attendees maximum (including all employees)

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

Statement of the plan for controlling admission to the event: In Plan

c) **Limits to attendance.** The applicant shall not sell, give, or distribute a greater number of tickets than the number that the permit allows to attend. The applicant shall not admit any persons to an outdoor event if such admission would result in a greater number of persons present than allowed by the permit. Total number of tickets to be offered for sale: 800

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

Certificate of insurance attached. No Yes

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

Adjoining Property Owners.

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

Health Department Notice and Approvals:

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

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

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

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

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

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

Statement of plan for providing sanitation facilities included in plan.: YES

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

Statement of plan for garbage, trash and sewage disposal included in plan.: YES

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

Statement of plan to provide adequate on-site medical facilities. YES

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

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

Alcohol will not be sold at event, but is allowed.

Will alcoholic beverages be served? No Yes If yes:

Virginia Alcohol Beverage Control Board Notice/Approval Date: N/A Approval attached.

Contact: www.abc.virginia.gov; 2901 Hermitage Road, P.O. Box 27491, Richmond, VA 23261

Local Fire & Rescue Company Notice and Approvals

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

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

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

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

Statement of plan to provide adequate on-site medical facilities and emergency medical transport vehicles included in plan: YES

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

Statement of plan to provide adequate fire protection included in plan. YES

Sheriff's Notice and Approvals

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

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

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

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

Statement of plan to provide adequate ingress and egress included in plan. YES

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

Statement of plan to provide traffic Control devices, signage, cones, barricades or other activities to take place within the public right-of-way. N/A
Event will not interfere with any public right-of-way.

VDOT Notice/Approval Date: N/A Approval attached.

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

Statement of plan to provide adequate on-site security included in plan. YES

Building Department Notice and Approvals

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

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

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

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

- ✓ Check here if you have submitted your written plan to the Building Department and have their letter of approval attached to your application. Approval attached
 - ✓ Check here if you have not submitted your plan to the Building Department. Not attached
- Note: March 19, 2013 Clarke County Board of Supervisors Regular Meeting Packet
Department for review; however the applicant is responsible for obtaining any necessary Building Department permits and scheduling any/all inspections.

The following are issues that need to be described or addressed on special events permit applications:

Tents - Any tent greater than 900 square feet in size will require a Building Permit and inspections prior to the event. Inspection shall be arranged to be done during normal business hours Monday through Friday at least the day prior to the event. The event application should provide diagrams or layouts of the location of the tent(s). All tents shall be fire retardant treated with the appropriate approval label on the tent and shall have a mounted and posted fire extinguisher (5 lb. ABC min.) located in each tent. If the tent is enclosed, it shall have two (2) forms of exit that are labeled and illuminated if the event occurs after daylight. If the event will occur after daylight hours, emergency lighting shall be provided.

Electrical Systems – Any temporary or portable electrical distribution systems shall require an Electrical Permit and inspections prior to the event. All portable or temporary systems shall be Ground Fault Interrupter Circuit (GFIC) protected. Trailer mounted generators shall be provided with ground rods and grounding conductors appropriate for the generator output requirements. All equipment shall be listed and labeled for the application (weather resistant). No portable generators are allowed inside any tents or trailers where persons would normally enter. A description of the electrical distribution system shall be provided with the special event application.

Gas Appliances – All gas appliances including cooking and heating appliances shall be inspected including leak tested prior to the event. No gas cylinders will be allowed inside tents or occupied trailers or structures. All gas cylinders shall be secured in areas not normally used by the public. All gas equipment shall be in good working order and shall meet requirements of the Virginia Fuel Gas Code.

Lighting – Information pertaining to the temporary lighting systems shall be provided with the special event application including output wattage and generation system. Lighting system shall be located not to project excessive lighting off of the premises and not to blind any moving traffic on or of the event property. Any lighting pointing to the property boundary shall be shielded and downcast.

Inspections – Arrangement for inspections shall be scheduled to occur prior to opening of the event during normal business hours between Monday and Friday. Required inspections shall be scheduled at least twenty-four (24) hours prior to the expected inspection. If special times and arrangements are required, prior approval will need to be arranged with the Clarke County Building Department.

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

Will outdoor lighting be utilized? No Yes

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

Type[s] of temporary structures: Two stages and a VIP tent

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

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

Plan for adequate communications systems included with application. YES

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

List safety services: _____

Applicant Additional Information:

Use this area for additional information, if applicable:

All information included in Pasture Palooza Music and Arts Festival Official Plan.

Acknowledgements, Affirmations, Signature

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

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

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

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

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

§ 57.3 (b) **Other Permits and Responsibility:** The permit required by this ordinance, or the exemptions provided herein, shall not eliminate or substitute for any requirement for any business license or any other permit(s) which may be required by any federal, state, or local statutes, ordinances, rules, or regulations. Applicants are responsible for insuring that all such permits, licenses, and certificates are obtained from the appropriate authority.

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

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

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

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



Applicant Signature

2/27/13

Date

Trevor Creany

Printed Name

Note: Application is complete only when the applicant has provided all applicable approvals to County Administration.



County of Clarke

Application Special Event Permit

Code of Clarke County Chapter 57

Section I Determination: Permit is required for any assembly, attraction, ceremony, event, festival, gathering, circus, carnival, or show at which rides, games, competitions, attractions, music, dance, or other performing arts are engaged in by participants or provided as entertainment by professional or amateur performers or by prerecorded means that meet the following criteria:

Question	Yes	No	Action
A. Does it occur within the corporate limits of the Town of Berryville or the Town of Boyce or the Berryville Annexation Area?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If yes, permit not required by Clarke County. Check with the appropriate local government.
B. Is it to be held on property owned by the United States of America, the Commonwealth of Virginia, or the County of Clarke, or in a permanent enclosed structure?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If yes, permit not required by Clarke County. Check with the appropriate governmental agency to ensure compliance with its rules and regulations.
C. Is it to be held on a private parcel of land fewer than six acres?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If yes, event is not allowed on parcels of fewer than six acres.
D. Is the function planned for fewer than 150 people?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	If yes, A permit shall not be required for an assembly with less than 150 persons attending the event on a parcel of 6 or more acres (or adjoining parcels with the same owner that have a total area of six or more acres).
E. Does it involve the raising, charging, donating or re-couping of funds?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	If no, special event permit is not required.

Note: Such an assembly shall not include demonstrations, parades, rallies, marches, or picketing activities.

If you answered No to all questions A, B, C, D, and Yes to question E, a special event permit application is required. Use Special Event Permit Application Form F1211-01B

601 Davis St. Radford, VA 24141
(540) 336-4596 • thcreany@radford.edu

**Adjoining Property Owner
Special Event Notice**

February 27, 2013

[Name of Property Owner]
[Adjoining Property Address]
[Adjoining Property City, State, Zip]

Dear Adjoining Property Owner,

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

Location: 339 Minniewood Lane, Berryville, VA 22611
Name of Event: Pasture Palooza Music & Arts Festival
Starts: 10am on Friday, June 28
Ends: 10am on Sunday, July 1

Summary of Event: Pasture Palooza is an outdoor music and arts festival with camping. A maximum of 800 persons are expected to attend. Attendees will eat, camp, and listen to music. Alcohol is allowed on the property, but will not be sold at the event. There will be amplified music and two stages with lighting. No homes are visible within a quarter mile of the festival location. Deputy Sheriffs will be onsite during the weekend. I assure you that the music will be cut off at 12:00am each night to respect you, the surrounding homeowner.

If you have questions, concerns or would care to review the full text of the application, please contact the following by March 15, 2013.

Trevor Creany
601 Davis Street, Radford, VA 24141
thcreany@radford.edu
(540) 336-4596

If you are unable to reach the person listed above at the address or telephone number listed above, you may contact the County Administrator at 540-955-5175.

Regards,



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Trevor Creany

DLKBEAR LLC
107 TAYLOR ST
BERRYVILLE, VA 22611

MNNW PARTNERSHIP
900 S PLEASANT VALLEY RD
WINCHESTER, VA 22601

GIRONDO THOMAS C &
364 HONEY LANE
BERRYVILLE, VA 22611

BENNIE MARY BRIGID
560 HONEY LN
BERRYVILLE, VA 22611

BROWN HEIDI
2021 BISHOP MEADE RD
BOYCE, VA 22620

LAVAL LLC
912 WHITE POST RD
WHITE POST, VA 22663

NICHOLS JENNIFER
269 MINNIEWOOD LANE
BERRYVILLE, VA 22611

LORBER LINDA R
PO BOX 103
FRONT ROYAL, VA 22630

SAYRE ROBERT G & DAWN E
195 MINNIEWOOD LN
BERRYVILLE, VA 22611

COLE DAVID A
10109 GOLF CREEK DR NE
CUMBERLAND, MD 21502

LORBER LINDA R
PO BOX 103
FRONT ROYAL, VA 22630

RUSSELL KAREN K
66 MINNIEWOOD LN
BERRYVILLE, VA 22611

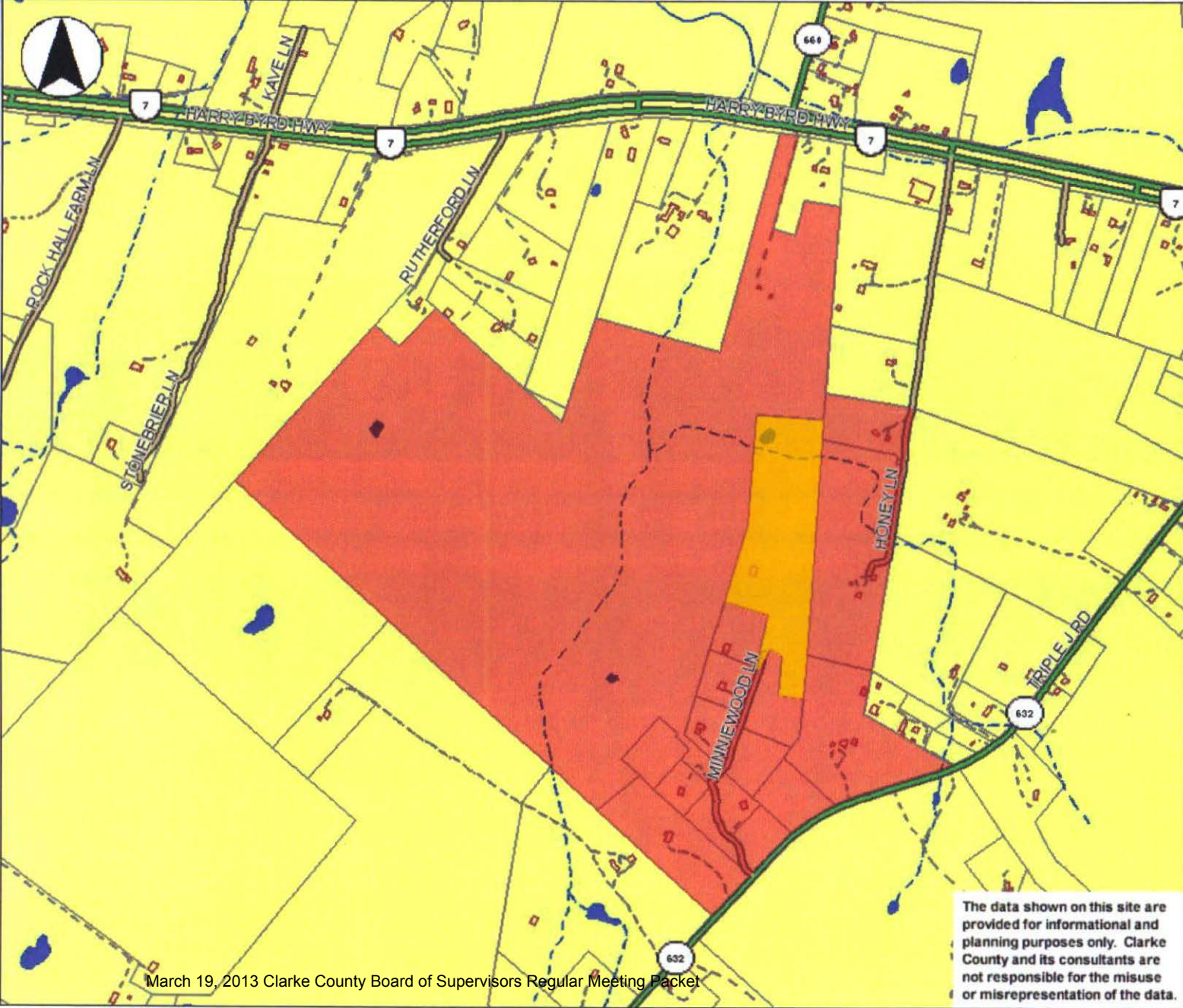
CANTERBURY SUSAN KACKLEY
153 MINNIEWOOD LANE
BERRYVILLE, VA 22611

HAWTHORNE LISA &
416 S KING ST
LEESBURG, VA 20175

BULLARD BLAKEY & TAMARA
1274 TRIPLE J RD
BERRYVILLE, VA 22611

List of Adjoining

Property Owners



- Public
- Points of Interest
- Roads
 - Private Roads
 - Roads
 - Misc Roads
 - Appalachian Trail
- Streams
 - Perennial
 - Intermittent
- Ponds
- Rivers
- Buildings
- Parcels
 - Parcels With Orthos On
 - Parcels
- Towns
- Clark County
- Surrounding Counties

Adjoining Property Map

The data shown on this site are provided for informational and planning purposes only. Clarke County and its consultants are not responsible for the misuse or misrepresentation of the data.





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

Right of Entry Permission Form

I, Trevor Creany the applicant for a special event permit as
 Permit Applicant's Name [Please print legibly.]

required by Article II of Chapter 57 of the Code of Clarke County, Virginia, that event
 titled: Pasture Palooza Music & Arts Festival

shall take place on 6/28/13 - 6/30/13 at
 Specify Date[s]
339 Minniewood Lane, Berryville, VA 22611
 Event Location and/or Address

in Clarke County, Virginia, and I, Alison Teetor
 Landowner or Leaseholder's Name

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

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

Trevor Creany
 Permit Applicant
 Secondary Signature[s] If Applicable

 Permit Applicant

Alison Teetor
 Event Location Owner/Leaseholder
 Secondary Signature[s] If Applicable
 Event Location Owner/Leaseholder

Clarke County

lwalburn@clarkecounty.gov

RE: 2013 Pasture Palooza Medium Special Event Permit Application

From : Ryan Fincham (VDH) <Ryan.Fincham@vdh.virginia.gov> Mon, Mar 11, 2013 01:29 PM
Subject : RE: 2013 Pasture Palooza Medium Special Event Permit Application
To : Lora Walburn <lwalburn@clarkecounty.gov>

This looks fine. He will need at least one handicap accessible portable toilet.

Thanks-
Ryan

From: Lora Walburn [mailto:lwalburn@clarkecounty.gov]
Sent: Tuesday, March 05, 2013 11:53 AM
To: Fincham, Ryan (VDH)
Subject: Fwd: 2013 Pasture Palooza Medium Special Event Permit Application

Small problem with the initial email I sent, I "failed" to attach the plan you need to review.
Sorry - Lora B.

From: "Lora Walburn" <lwalburn@clarkecounty.gov>
To: "Fincham" <ryan.fincham@vdh.virginia.gov>
Sent: Tuesday, March 5, 2013 11:50:47 AM
Subject: 2013 Pasture Palooza Medium Special Event Permit Application

Good Morning Ryan:

Pursuant to the Code of Clarke Chapter 57 Special Events, the attached medium event permit application for the 2013 Pasture Palooza is provided for your review and comment.

§ 57.6. Action on application. *The public agency shall respond with comments and/or agency approval within 15 calendar days. Failure to respond within 15 calendar days shall be deemed approval by the agency.*

Mr. Creany has developed a notice of approval for your signature. Please review and respond no later than March 21, 2013. Thank you

--

Lora B. Walburn
Deputy Clerk to the Board Supervisors
Executive Assistant - County Administration
County of Clarke
101 Chalmers Court, Suite B

PASTURE PALOOZA
MUSIC & ARTS FESTIVAL
JUNE 28 - 30, 2013

339 MINNIEWOOD LANE, BERRYVILLE, VA 22611

DIRECTOR: TREVOR CREANY
601 DAVIS ST. RADFORD, VA. 24141
(540) 336-4596 • THCREANY@RADFORD.EDU

BUILDING DEPARTMENT
NOTICE FOR APPROVAL

**Note from Clarke County Local Government: The Building Department must approve your plans for the following items. It is best you contact the Building Department before you submit your plan to:*

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

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

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

This is a notice for approval sent to Clarke County Building Department to confirm that the Owners and Operators of Pasture Palooza Music & Arts Festival (hereinafter referred to as "VENUE") are adhering to all guidelines, laws and/or regulations set forth by the Clarke County Special Event Permit Application. Please find VENUE'S official PLAN attached to the email containing this document. The PLAN addresses all the following building department guidelines. Information concerning the Clarke County Building Department can be found on **page 4** of the PLAN.

Building Department Guidelines for Special Events Permits are as follows.

Tents - Any tent greater than 900 square feet in size will require a Building Permit and inspections prior to the event. Inspection shall be arranged to be done during normal business hours Monday through Friday at least the day prior to the event. The event application should provide diagrams or layouts of the location of the tent(s). All tents

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shall be fire retardant treated with the appropriate approval label on the tent and shall have a mounted and posted fire extinguisher (5 lb. ABC min.) located in each tent. If the tent is enclosed, it shall have two (2) forms of exit that are labeled and illuminated if the event occurs after daylight. If the event will occur after daylight hours, emergency lighting shall be provided.

Electrical Systems – Any temporary or portable electrical distribution systems shall require an Electrical Permit and inspections prior to the event. All portable or temporary systems shall be Ground Fault Interrupter Circuit (GFIC) protected. Trailer mounted generators shall be provided with ground rods and grounding conductors appropriate for the generator output requirements. All equipment shall be listed and labeled for the application (weather resistant). No portable generators are allowed inside any tents or trailers where persons would normally enter.

A description of the electrical distribution system shall be provided in PLAN.

Gas Appliances – All gas appliances including cooking and heating appliances shall be inspected including leak tested prior to the event. No gas cylinders will be allowed inside tents or occupied trailers or structures. All gas cylinders shall be secured in areas not normally used by the public. All gas equipment shall be in good working order and shall meet requirements of the Virginia Fuel Gas Code.

Lighting – Information pertaining to the temporary lighting systems shall be provided with the special event application including output wattage and generation system. Lighting system shall be located not to project excessive lighting off of the premises and not to blind any moving traffic on or of the event property. Any lighting pointing to the property boundary shall be shielded and downcast.

Inspections – Arrangement for inspections shall be scheduled to occur prior to opening of the event during normal business hours between Monday and Friday. Required inspections shall be scheduled at least twenty-four (24) hours prior to the expected inspection. If special times and arrangements are required, prior approval will need to be arranged with the Clarke County Building Department.

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


2. **Temporary Structures.** All necessary building permits shall be obtained before the event occurs for any temporary structures such as tents or amusement rides.

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

4. **Necessary Safety Services.** The operator of the Special Event shall provide any services necessary to provide appropriate levels of safety over and above what public agencies determine that they are able to provide.

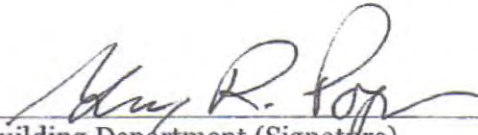
If Clarke County Building Department agrees with the PLAN set forth by VENUE please sign below. Signing this agreement confirms that VENUE has notified Clarke County Building Department of the event and said event has been approved by Clarke County Building Department.

Hereby understood and agreed:

X 
VENUE (Signature)

X Trevor Creamy
VENUE (Print)

X 3/4/13 (DATE)

X 
Building Department (Signature)

X Gary R. Pope
Building Department (Print)

X 3/1/2013 (DATE)

The above signatures confirm that both the VENUE and Clarke County Building Department have read and approved each and all of the terms and conditions set forth in this document and the attached PLAN.

Clarke County

lwalburn@clarkecounty.gov

RE: 2013 Pasture Palooza Medium Special Event Permit Application

From : Todd G. Garrett, 1/Sgt. <todd.garrett@vsp.virginia.gov> Thu, Mar 07, 2013 10:51 AM
Subject : RE: 2013 Pasture Palooza Medium Special Event Permit Application
To : Lora Walburn <lwalburn@clarkecounty.gov>

State Police has review and has no further concerns.

First Sergeant Todd G. Garrett
Virginia State Police
Division II Area 13
3680 Valley Pike
Winchester, VA 22602
540-869-2000 (Office)
540-869-0209 (Fax)
todd.garrett@vsp.virginia.gov

The information in this email and any attachments may be confidential and privileged. Access to this email by anyone other than the intended addressee is unauthorized. If you are not the intended recipient (or the employee or agent responsible for delivering this information to the intended recipient) please notify the sender by reply email and immediately delete this email and any copies from your computer and/or storage system. The sender does not authorize the use, distribution, disclosure or reproduction of this email (or any part of its contents) by anyone other than the intended recipient(s). No representation is made that this email and any attachments are free of viruses. Virus scanning is recommended and is the responsibility of the recipient.

From: Lora Walburn [mailto:lwalburn@clarkecounty.gov]
Sent: Tuesday, March 05, 2013 11:57 AM
To: Garrett, Todd G., 1/Sgt.; Boyce, Arthur (VDOT)
Subject: 2013 Pasture Palooza Medium Special Event Permit Application

Pursuant to the Code of Clarke Chapter 57 Special Events, the attached medium event permit application for the 2013 Pasture Palooza is provided for your review and comment.

§ 57.6. Action on application. The public agency shall respond with comments and/or agency approval within 15 calendar days. Failure to respond within 15 calendar days shall be deemed approval by the agency.

Please review and respond no later than March 21, 2013. Thank you

Clarke County

lwalburn@clarkecounty.gov

Re: 2013 Pasture Palooza Medium Special Event Permit Application

From : Tony Roper <troper@clarkecounty.gov>

Tue, Mar 05, 2013 12:29 PM

Subject : Re: 2013 Pasture Palooza Medium Special Event Permit Application**To** : Lora Walburn <lwalburn@clarkecounty.gov>

Hi, Lora,
Mr Creaney is in compliance with our requirements
Thanks

Sent from my iPhone

On Mar 5, 2013, at 11:52 AM, Lora Walburn <lwalburn@clarkecounty.gov> wrote:

>
>
>
>
>
> Good Morning Tony:
>
>
> Pursuant to the Code of Clarke Chapter 57 Special Events, the
> attached medium event permit application for the 2013 Pasture
> Palooza is provided for your review and comment.
>
> § 57.6. Action on application. The public agency shall respond with
> comments and/or agency approval within 15 calendar days. Failure to
> respond within 15 calendar days shall be deemed approval by the agen
> cy.
>
> Mr. Creany has developed a notice of approval for your signature.
> Please review and respond no later than March 21, 2013 . Thank you
>
> --
>
> Lora B. Walburn
> Deputy Clerk to the Board Supervisors
> Executive Assistant - County Administration
> County of Clarke
> 101 Chalmers Court, Suite B
> Berryville, Virginia 22611

T A X R E C E I P T

Ticket #:00127280001 @@

COUNTY OF CLARKE
SHARON E KEELER, TREASURER
P O BOX 537
101 CHALMERS COURT
BERRYVILLE VA 22611

Date : 3/14/2013
Register: TNJ/W11
Trans. #: 35733
Dept # : GELR
Acct# :

GENERAL FUND - OTHER LOCAL REVENUE
2013-2015
PALOOZA

Previous
Balance \$ 450.00
31000130303131000000000
Principal Being Paid \$ 450.00
Penalty \$.00
Interest \$.00

CREANY TREVOR

Amount Paid \$ 450.00

*Balance Due \$.00

Pd by ALISON TEETOR Check 450.00 # 5984 BOCC
BALANCE DUE INCLUDES PENALTY/INTEREST THRU THE MONTH 3/2013



County of Clarke
David Ash, County Administrator

To: Board of Supervisors

Date: March 19, 2013

Special Event Permit Application Full Moon Field Festival, 1691 Swimley Road,
 Berryville

Applicant / Event Director: Jennifer Cossette, Event Organizer [Douglas Malick
 additional contact]

Medium Event: 500 to 999 persons attending

Date: June 14, 15, 16, 2013

**Recommendation: Set for public hearing at the April 16, 2013 regular meeting.
 In 2013, Full Moon Field Festival is transitioning from a small [150 to 499
 approved in 2010, 2011, 2012] to a medium [500 to 999] event.**

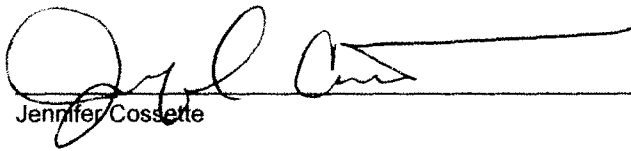
Responses Received from:	Outstanding Items:
<ul style="list-style-type: none"> ✓ Building Official ✓ Health Department ✓ Sheriff's Office ✓ Virginia State Police 	<ul style="list-style-type: none"> ✓ Insurance Endorsement Naming County as Additional Insured ✓ Responses From: <ul style="list-style-type: none"> ○ John H. Enders ○ VDOT

§ 57.6. Action on applications. For Medium Special Events, the Board shall consider the application and agency comments and shall approve the application, incorporating such reasonable terms and conditions as may be established, deny the application, or set a public hearing on the application for the next regular meeting of the Board. If a public hearing is set, after the public hearing at the next regular meeting, the Board shall approve the application, incorporating such reasonable terms and conditions as may be established or deny the application.

The Board may approve any number of Special Events for multiple years at the same location.

3/13/13

- Fire Dept. has been contacted – Death in family so Fire Chief will have approval letter within the week.
- VDOT Contacted - approval letter by 3/20/13
- Trash/Dumpster on property at all times through allied waste (PONY TO GO). Additional dumpster will be provided for the event. Confirmed.
- CPR and Med. Tent will be provided by
- WINCHESTER FAMILY PRACTICE
1440 Amherst St
Winchester, VA 22601
(540) 450-3339 (Office)
(540) 450-3338 (Fax)
- Health Dept. confirmed and we are working with Ryan Fincham



Jennifer Cossette



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

Full Moon Field Festival 2013

Name of Event

1691 Swimlay Road, Berryville Va 22611

Location of Event

Jennifer Cossette Event Organizer

Applicant Name and Organization if applicable [Please Print]

1691 Swimlay Road, Berryville Va 22611

Applicant/Organization Address [Please Print]

540-955-5636

Telephone No.

Same

Fax No.

Ponytogo6@yahoo.com

Email Address

Date[s]: June 14/15/16 2013 / Following

Event No.:

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

Estimate the number of Attendees (Maximum expected) 950

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

Special Event Type and Permit Fees

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

Yes No Multiple Year [3-Year Limit – Current Year plus two]: Note: No application for a special event may be filed more than one year before an event is to be held or before the first Event Day for applications for multiple special event permits, except for an application for a special event that is substantially the same as a special event that has been previously approved and conducted.

For Multiple Years

1. For a previously approved multi-year event, any change in the size, scope, date, location or change in ownership of property or management of the event constitutes cause for review. There is a \$100 Fee for review.
2. Applicants approved for more than a single event shall be required to sign an agreement prepared by the County attorney agreeing to the conditions set forth and further agreeing to provide the County Administrator with written notice, not less than 30 days in advance of each subsequent event that contains the names and current contact numbers of all:
 - Event management personnel,
 - Vendors,
 - Caterers,
 - Public safety providers, and/or
 - Contracted services

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

F1211-06B

Small Special Event Page 1 of 9

Revised 10/19/2010

Jpc

Type	Event	No. Events In Application	Fee
<input type="checkbox"/>	Small Special Event – Special Events for 150 to 499 persons attending five [5] or fewer event days per calendar year.	One [1] Event Application Two [2] or More Events In An Application Up to Five [5]	\$100 \$100 1st Event Application \$50 Each Event 2-5 / Each Year 2-3
<input type="checkbox"/>	Medium Special Event – Special Events for <u>150 to 499 persons attending with six [6] or more event days</u> in a calendar year.	One [1] Event in Application Two [2] or More Events In An Application	\$100 \$100 1st Event Application \$50 Each Event 2-9 / Each Year 2-3 + Cost of Public Hearing Notice
<input checked="" type="checkbox"/>	Medium Special Event – Special Events for <u>500 to 999 persons attending</u>	Each Event Application	\$250 \$100 Each Year 2-3 + Cost of Public Hearing Notice
<input type="checkbox"/>	Large Special Event – Special Events of 1000 or more persons attending an event.	Each Event Application	\$500 \$100 Each Year 2-3 + Cost of Public Hearing Notice

Instructions and Notes:

- ✓ Make checks payable to Clarke County Treasurer. *ck # 1012 \$250 ppc*
- ✓ Attach check or receipt from the Treasurer with this form and include with application. If submitting for two or more events, attach to first event application only. *~~ck # 1090 \$100~~*
- ✓ Payment of the Special Event Permit Fee shall not eliminate or substitute for any requirement for any business license or any other permit(s) that may be required by any federal, state, or local statutes, ordinances, rules, or regulations. Applicants are responsible for insuring that all such permits, licenses, and certificates are obtained from the appropriate authority.
- ✓ Fees paid are non-refundable and not transferable to other activities
- ✓ An application for a Small Special Event shall be submitted at least 30 calendar days before the date of the Event to allow for review of the application.
- ✓ An application for a Medium or Large Special event shall be submitted at least 120 calendar days before the date of the Event in order to allow for review of the application.

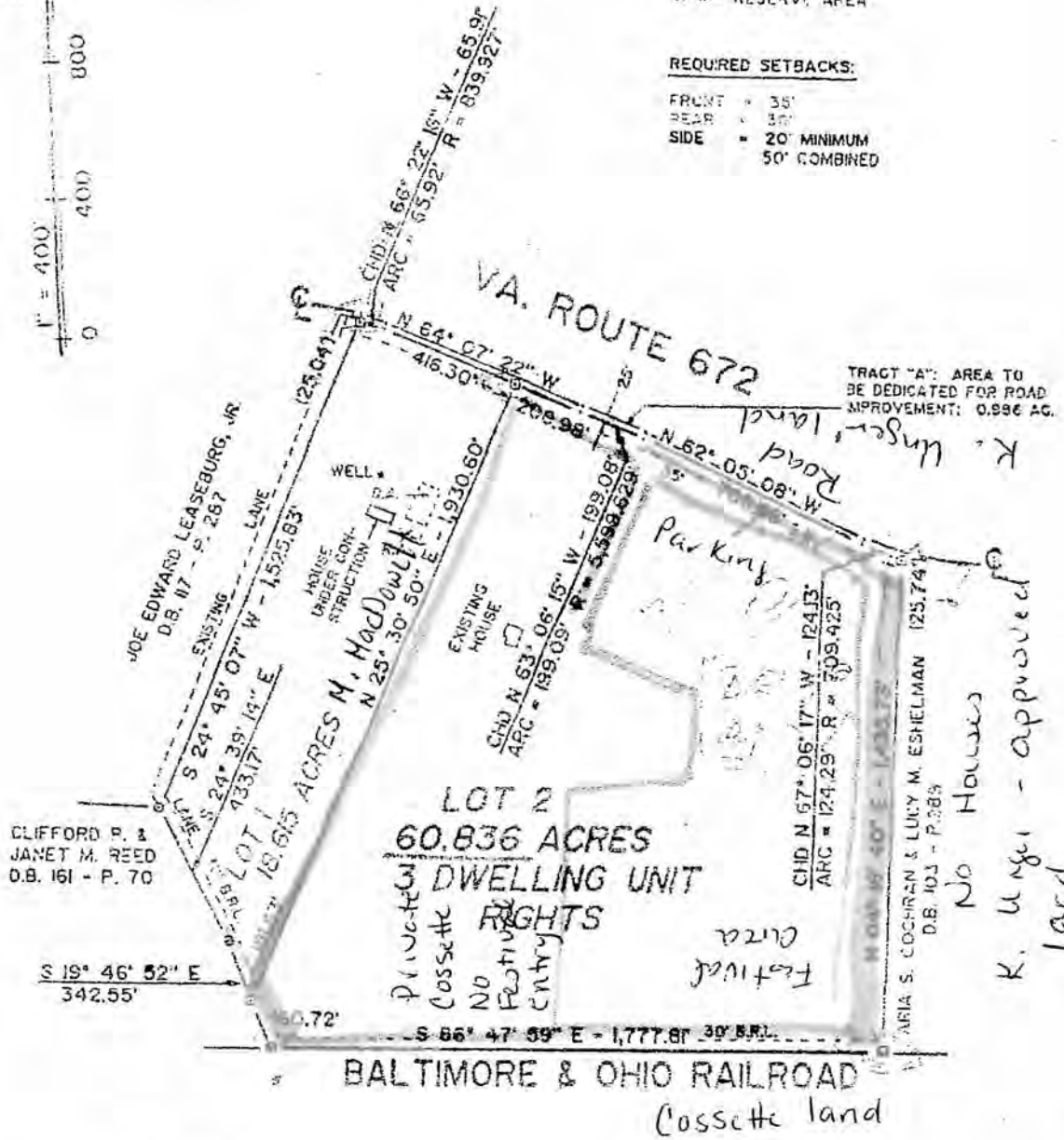
§ 57-4 Scaled Drawing

- Medium and Large Events – attach drawing depicting the following: Small Event: Not required.
- (a) The areas for performances or activities and for grandstands or seats, showing the location of all aisles for pedestrian travel and other crowd-control measures.
 - (b) All physical facilities existing or to be constructed on the premises, including, but not limited to, fences, ticket booths, grandstands, and stages.

C - CONVEYANCE
 D - DRAINFIELD AREA
 D.A. - DRAINFIELD AREA
 R.A. - RESERVE AREA

REQUIRED SETBACKS:

FRONT = 35'
 REAR = 35'
 SIDE = 20' MINIMUM
 50' COMBINED



CLIFFORD P. & JANET M. REED
D.B. 161 - P. 70

S 19° 46' 52" E
342.55'

AREA TABULATION:

PRIOR CONVEYANCES:	0.000 ACRES
AREA TO BE DEDICATED:	0.986 ACRES
LOT 1:	18.615 ACRES
LOT 2:	60.836 ACRES
AREA REMAINING IN PARENT TRACT:	0.000 ACRES
TOTAL	80.437 ACRES



Kenny Unger
 Mark MacDowel
 Festival
 Cossette



- (c) The location, capacity, and nature of all temporary lighting, sound, and public address facilities.
- (d) The location, capacity, and nature of all temporary water, toilet, and all other public health-related facilities.
- (e) Vehicle ingress, egress, and parking plan, to include emergency vehicle access.

§ 57.7. Special Event Requirements

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

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

Note: Application is complete only when the applicant has provided all applicable approvals to County Administration.

General Information:

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

Date(s) and time(s) of the event: June 14th 11AM to June 16th 7PM

If multiple days, which day do you anticipate to have the highest attendance and an estimate of attendance:

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

Statement of the plan for controlling admission to the event: arm Bands / Day Colored entry

- c) Limits to attendance.** The applicant shall not sell, give, or distribute a greater number of tickets than the number that the permit allows to attend. The applicant shall not admit any persons to an outdoor event if such admission would result in a greater number of persons present than allowed by the permit. Total number of tickets to be offered for sale: 999

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

Certificate of insurance attached. No Yes Has been paid and approved pending paperwork 3/13/13

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



Atlantic Specialty Lines, Inc.

P.O. Box 35723
Richmond, VA 23235-
Phone: (800) 368-2095
Fax: (804) 320-7280

Quotation

Today's Date: February 14, 2013
Quotation Expires: 30 Days

Retail Broker: Insurance Agency Services
Fax: 804-290-1091
Attention: Cindy Jennings
Email: Cindy.Jennings@vafb.com

Applicant Name: Full Moon Field Festival
From: David Waldron - 800-368-2095
Email: davidw@atlantlcspecial.com
UWA Name
UWA Email

Policy Term: 0 Months **Premium is 100% Fully Earned** Application Number: APP111354109
Operations Description: Music Festival
Location Address: 1691 Swimley Road Berryville, VA 22611-

Class Code/Limits	Description of Coverage	Exposure	Premium Basis	Prem Ops	Pr/Co	Amount
48557	Bluegrass Festival rated as Social Gathering and Meeting - on premise not owned c	1,500	D)	0.250		\$375.00

- 2,000,000 General Aggregate
- 1,000,000 Products/Completed Operations
- 1,000,000 Personal & Advertising Injury
- 1,000,000 Each Occurrence
- 100,000 Fire Damage
- 5,000 Medical Expense

Deductible: \$500 BI & PD

Total General Liability premium placed with Scottsdale Insurance Co (A+) at 12.00% Comm (on premium only): **\$375.00**
Minimum and Deposit

Tax/Fee Description	Amount
Policy Fee	100.00
Surplus Lines Tax	10.69
Taxes/Fees	\$110.69

Grand Total Premium/Taxes/Fees: \$485.69

This quotation is subject to the following terms and conditions:

- Signed Acord 125 and 126 Application
- Signed Company App
- Subject to Favorable Inspection
- TRIA is additional - \$350 A/P + tax if purchased.
- To Bind Coverage: Firm written order by fax or email, including Signed App & Signed TRIA Disclosure.
- No Flat Cancellations
- Payment Terms: Full premium due within 7 days of binding or copy of completed finance agreement & down payment.
- Please see attached Virginia SLB-9 that will be added to your policy if bound.

Please review the following coverage(s) offered. Coverages may differ from those requested on the application/submission. Quote is based on the information submitted and is subject to change. Subject to carrier required forms and charges as it pertains to TRIA extension bill pending approval. In the case a check is returned for insufficient funds, the policy will be cancelled flat with no coverage afforded.

Payment Terms: Guaranteed Broker - Payment due by statement. All Fees are 100% Fully Earned

Virginia Form SLB-9

Date: 2/14/2013

Applicant/Insured Ful Moon Field Festival

Name of Non-Admitted Insurer Scottsdale Insurance Co
(if available)

Policy/Submission Number APP111354109

THE INSURANCE POLICY THAT YOU HAVE APPLIED FOR HAS BEEN PLACED WITH OR IS BEING OBTAINED FROM AN INSURER APPROVED BY THE STATE CORPORATION COMMISSION FOR ISSUANCE OF SURPLUS LINES INSURANCE IN THE COMMONWEALTH, BUT NOT LICENSED OR REGULATED BY THE STATE CORPORATION COMMISSION OF THE COMMONWEALTH OF VIRGINIA. THEREFORE, YOU, THE POLICYHOLDER, AND PERSONS FILING A CLAIM AGAINST YOU ARE NOT PROTECTED UNDER THE VIRGINIA PROPERTY AND CASUALTY INSURANCE GUARANTY ASSOCIATION ACT (§§ 38.2-1600 et seq.) OF THE CODE OF VIRGINIA AGAINST DEFAULT OF THE COMPANY DUE TO INSOLVENCY. IN THE EVENT OF INSURANCE COMPANY INSOLVENCY YOU MAY BE UNABLE TO COLLECT ANY AMOUNT OWED TO YOU BY THE COMPANY REGARDLESS OF THE TERMS OF THIS INSURANCE POLICY, AND YOU MAY HAVE TO PAY FOR ANY CLAIMS MADE AGAINST YOU.

Name of Surplus Lines Broker Atlantic Specialty Lines of VA, LLC

License Number: 127885

Broker's Mailing Address: Atlantic Specialty Lines of VA, LLC

Richmond, VA 23235



COMMERCIAL INSURANCE APPLICATION
APPLICANT INFORMATION SECTION

DATE (MM/DD/YYYY)
03/12/2013

AGENCY: Insurance Agency Services LLC, PO Box 27552, Richmond, VA 23261
CARRIER:
COMPANY POLICY OR PROGRAM NAME:
PROGRAM CODE:
POLICY NUMBER:
CONTACT NAME:
PHONE:
FAX:
E-MAIL ADDRESS:
CODE:
SUBCODE:
AGENCY CUSTOMER ID:
UNDERWRITER:
UNDERWRITER OFFICE:
STATUS OF TRANSACTION:
QUOTE
ISSUE POLICY
RENEW
BOUND (Give Date and/or Attach Copy):
CHANGE DATE TIME AM PM
CANCEL

SECTIONS ATTACHED

Table with 6 columns: INDICATE SECTIONS ATTACHED, PREMIUM, SECTION, PREMIUM, SECTION, PREMIUM. Rows include ACCOUNTS RECEIVABLE, BOILER & MACHINERY, BUSINESS AUTO, BUSINESS OWNERS, COMMERCIAL GENERAL LIABILITY, CRIME / MISCELLANEOUS CRIME, DEALERS, ELECTRONIC DATA PROC, EQUIPMENT FLOATER, GARAGE AND DEALERS, GLASS AND SIGN, INSTALLATION / BUILDERS RISK, OPEN CARGO, PROPERTY, TRANSPORTATION / MOTOR TRUCK CARGO, TRUCKERS / MOTOR CARRIER, UMBRELLA, YACHT.

ATTACHMENTS

Table with 2 columns: ATTACHMENT, PREMIUM. Rows include ADDITIONAL INTEREST, ADDITIONAL PREMISES, APARTMENT BUILDING SUPPLEMENT, CONDO ASSN BYLAWS, CONTRACTORS SUPPLEMENT, COVERAGES SCHEDULE, DRIVER INFORMATION SCHEDULE, INTERNATIONAL LIABILITY EXPOSURE SUPPLEMENT, INTERNATIONAL PROPERTY EXPOSURE SUPPLEMENT, LOSS SUMMARY, PREMIUM PAYMENT SUPPLEMENT, PROFESSIONAL LIABILITY SUPPLEMENT, RESTAURANT / TAVERN SUPPLEMENT, STATEMENT / SCHEDULE OF VALUES, STATE SUPPLEMENT, VACANT BUILDING SUPPLEMENT, VEHICLE SCHEDULE.

POLICY INFORMATION

PROPOSED EFF DATE: 06/14/2013
PROPOSED EXP DATE: 06/16/2013
BILLING PLAN: [X] DIRECT [] AGENCY
PAYMENT PLAN: Full
METHOD OF PAYMENT:
AUDIT:
DEPOSIT: \$ 485.69
MINIMUM PREMIUM: \$
POLICY PREMIUM: \$ 485.69

APPLICANT INFORMATION

NAME (First Named Insured) AND MAILING ADDRESS (including ZIP+4): Full Moon Festival Field Festival LLC, 1691 Swimley Rd, Berryville, VA 22611
GL CODE, SIC, NAICS, FEIN OR SOC SEC #:
BUSINESS PHONE #: 540-955-5636
WEBSITE ADDRESS: www.fullmoonfieldfestival.com
CORPORATION [] JOINT VENTURE [] NOT FOR PROFIT ORG [] SUBCHAPTER "S" CORPORATION []
INDIVIDUAL [X] LLC NO. OF MEMBERS AND MANAGERS: PARTNERSHIP [] TRUST []

CONTACT INFORMATION

CONTACT TYPE:		CONTACT TYPE:	
CONTACT NAME:		CONTACT NAME:	
PRIMARY PHONE # <input type="checkbox"/> HOME <input type="checkbox"/> BUS <input type="checkbox"/> CELL	SECONDARY PHONE # <input type="checkbox"/> HOME <input type="checkbox"/> BUS <input type="checkbox"/> CELL	PRIMARY PHONE # <input type="checkbox"/> HOME <input type="checkbox"/> BUS <input type="checkbox"/> CELL	SECONDARY PHONE # <input type="checkbox"/> HOME <input type="checkbox"/> BUS <input type="checkbox"/> CELL
PRIMARY E-MAIL ADDRESS:		PRIMARY E-MAIL ADDRESS:	
SECONDARY E-MAIL ADDRESS:		SECONDARY E-MAIL ADDRESS:	

PREMISES INFORMATION (Attach ACORD 823 for Additional Premises)

LOC #	STREET 1691 Swimley Rd	CITY LIMITS	INTEREST	# FULL TIME EMPL	ANNUAL REVENUES: \$ 35,000
		<input type="checkbox"/> INSIDE	<input checked="" type="checkbox"/> OWNER	0	OCCUPIED AREA: SQ FT
BLD #	CITY: Berryville STATE: VA	<input checked="" type="checkbox"/> OUTSIDE	TENANT	# PART TIME EMPL	OPEN TO PUBLIC AREA: SQ FT
	COUNTY: Clarke ZIP: 22611			0	TOTAL BUILDING AREA: SQ FT
DESCRIPTION OF OPERATIONS:					ANY AREA LEASED TO OTHERS? Y / N N
LOC #	STREET	CITY LIMITS	INTEREST	# FULL TIME EMPL	ANNUAL REVENUES: \$
		<input type="checkbox"/> INSIDE	<input type="checkbox"/> OWNER		OCCUPIED AREA: SQ FT
BLD #	CITY: STATE:	<input type="checkbox"/> OUTSIDE	TENANT	# PART TIME EMPL	OPEN TO PUBLIC AREA: SQ FT
	COUNTY: ZIP:				TOTAL BUILDING AREA: SQ FT
DESCRIPTION OF OPERATIONS:					ANY AREA LEASED TO OTHERS? Y / N
LOC #	STREET	CITY LIMITS	INTEREST	# FULL TIME EMPL	ANNUAL REVENUES: \$
		<input type="checkbox"/> INSIDE	<input type="checkbox"/> OWNER		OCCUPIED AREA: SQ FT
BLD #	CITY: STATE:	<input type="checkbox"/> OUTSIDE	TENANT	# PART TIME EMPL	OPEN TO PUBLIC AREA: SQ FT
	COUNTY: ZIP:				TOTAL BUILDING AREA: SQ FT
DESCRIPTION OF OPERATIONS:					ANY AREA LEASED TO OTHERS? Y / N
LOC #	STREET	CITY LIMITS	INTEREST	# FULL TIME EMPL	ANNUAL REVENUES: \$
		<input type="checkbox"/> INSIDE	<input type="checkbox"/> OWNER		OCCUPIED AREA: SQ FT
BLD #	CITY: STATE:	<input type="checkbox"/> OUTSIDE	TENANT	# PART TIME EMPL	OPEN TO PUBLIC AREA: SQ FT
	COUNTY: ZIP:				TOTAL BUILDING AREA: SQ FT
DESCRIPTION OF OPERATIONS:					ANY AREA LEASED TO OTHERS? Y / N

NATURE OF BUSINESS

<input type="checkbox"/> APARTMENTS	<input type="checkbox"/> CONTRACTOR	<input type="checkbox"/> MANUFACTURING	<input type="checkbox"/> RESTAURANT	<input checked="" type="checkbox"/> SERVICE <input checked="" type="checkbox"/> Festival	DATE BUSINESS STARTED (MM/DD/YYYY)
<input type="checkbox"/> CONDOMINIUMS	<input type="checkbox"/> INSTITUTIONAL	<input type="checkbox"/> OFFICE	<input type="checkbox"/> RETAIL	<input type="checkbox"/> WHOLESALE	06/01/2010
DESCRIPTION OF PRIMARY OPERATIONS					
Bluegrass, Country, Southern Rock Music Festival at the owner's farm. Camping in the field is available.					
RETAIL STORES OR SERVICE OPERATIONS % OF TOTAL SALES:		INSTALLATION, SERVICE OR REPAIR WORK %	OFF PREMISES INSTALLATION, SERVICE OR REPAIR WORK %		
DESCRIPTION OF OPERATIONS OF OTHER NAMED INSUREDS					

ADDITIONAL INTEREST (Not all fields apply to all scenarios - provide only the necessary data) Attach ACORD 45 for more Additional Interests

INTEREST	NAME AND ADDRESS	RANK:	EVIDENCE:	CERTIFICATE	POLICY	SEND BILL	INTEREST IN ITEM NUMBER	
<input type="checkbox"/> ADDITIONAL INSURED							LOCATION:	BUILDING:
<input type="checkbox"/> BREACH OF WARRANTY							VEHICLE:	BOAT:
<input type="checkbox"/> CO-OWNER							AIRPORT:	AIRCRAFT:
<input type="checkbox"/> EMPLOYEE AS LESSOR							ITEM CLASS:	ITEM:
<input type="checkbox"/> LEASEBACK OWNER							ITEM DESCRIPTION	
<input type="checkbox"/> LIENHOLDER	REFERENCE / LOAN #:	INTEREST END DATE:						
	LIEN AMOUNT:	PHONE (A/C, No, Ext):				FAX (A/C, No):		
REASON FOR INTEREST:				E-MAIL ADDRESS:				

GENERAL INFORMATION

EXPLAIN ALL "YES" RESPONSES	Y / N												
1a. IS THE APPLICANT A SUBSIDIARY OF ANOTHER ENTITY ? <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%;">PARENT COMPANY NAME</td> <td style="width:30%;">RELATIONSHIP DESCRIPTION</td> <td style="width:20%;">% OWNED</td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </table>	PARENT COMPANY NAME	RELATIONSHIP DESCRIPTION	% OWNED				N						
PARENT COMPANY NAME	RELATIONSHIP DESCRIPTION	% OWNED											
1b. DOES THE APPLICANT HAVE ANY SUBSIDIARIES? <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%;">SUBSIDIARY COMPANY NAME</td> <td style="width:30%;">RELATIONSHIP DESCRIPTION</td> <td style="width:20%;">% OWNED</td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </table>	SUBSIDIARY COMPANY NAME	RELATIONSHIP DESCRIPTION	% OWNED				N						
SUBSIDIARY COMPANY NAME	RELATIONSHIP DESCRIPTION	% OWNED											
2. IS A FORMAL SAFETY PROGRAM IN OPERATION? <input type="checkbox"/> SAFETY MANUAL <input type="checkbox"/> MONTHLY MEETINGS <input type="checkbox"/> <input type="checkbox"/> SAFETY POSITION <input type="checkbox"/> OSHA	N												
3. ANY EXPOSURE TO FLAMMABLES, EXPLOSIVES, CHEMICALS?	N												
4. ANY OTHER INSURANCE WITH THIS COMPANY? (List policy numbers) <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:25%;">LINE OF BUSINESS</td> <td style="width:25%;">POLICY NUMBER</td> <td style="width:25%;">LINE OF BUSINESS</td> <td style="width:25%;">POLICY NUMBER</td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </table>	LINE OF BUSINESS	POLICY NUMBER	LINE OF BUSINESS	POLICY NUMBER									N
LINE OF BUSINESS	POLICY NUMBER	LINE OF BUSINESS	POLICY NUMBER										
5. ANY POLICY OR COVERAGE DECLINED, CANCELLED OR NON-RENEWED DURING THE PRIOR THREE (3) YEARS FOR ANY PREMISES OR OPERATIONS? (Missouri Applicants - Do not answer this question) <input type="checkbox"/> NON-PAYMENT <input type="checkbox"/> AGENT NO LONGER REPRESENTS CARRIER <input type="checkbox"/> <input type="checkbox"/> NON-RENEWAL <input type="checkbox"/> UNDERWRITING <input type="checkbox"/> CONDITION CORRECTED (Describe):	N												
6. ANY PAST LOSSES OR CLAIMS RELATING TO SEXUAL ABUSE OR MOLESTATION ALLEGATIONS, DISCRIMINATION OR NEGLIGENT HIRING?	N												
7. DURING THE LAST FIVE YEARS (TEN IN RI), HAS ANY APPLICANT BEEN INDICTED FOR OR CONVICTED OF ANY DEGREE OF THE CRIME OF FRAUD, BRIBERY, ARSON OR ANY OTHER ARSON-RELATED CRIME IN CONNECTION WITH THIS OR ANY OTHER PROPERTY? (In RI, this question must be answered by any applicant for property insurance. Failure to disclose the existence of an arson conviction is a misdemeanor punishable by a sentence of up to one year of Imprisonment).	N												
8. ANY UNCORRECTED FIRE AND/OR SAFETY CODE VIOLATIONS? <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width:15%;">OCCURRENCE DATE</th> <th style="width:40%;">EXPLANATION</th> <th style="width:25%;">RESOLUTION</th> <th style="width:20%;">RESOLUTION DATE</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	OCCURRENCE DATE	EXPLANATION	RESOLUTION	RESOLUTION DATE									N
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9. HAS APPLICANT HAD A FORECLOSURE, REPOSSESSION, BANKRUPTCY OR FILED FOR BANKRUPTCY DURING THE LAST FIVE (5) YEARS? <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width:15%;">OCCURRENCE DATE</th> <th style="width:40%;">EXPLANATION</th> <th style="width:25%;">RESOLUTION</th> <th style="width:20%;">RESOLUTION DATE</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	OCCURRENCE DATE	EXPLANATION	RESOLUTION	RESOLUTION DATE									N
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OCCURRENCE DATE	EXPLANATION	RESOLUTION	RESOLUTION DATE										
11. HAS BUSINESS BEEN PLACED IN A TRUST? NAME OF TRUST	N												
12. ANY FOREIGN OPERATIONS, FOREIGN PRODUCTS DISTRIBUTED IN USA, OR US PRODUCTS SOLD/DISTRIBUTED IN FOREIGN COUNTRIES? (If "YES", attach ACORD 815 for Liability Exposure and/or ACORD 816 for Property Exposure)	N												
13. DOES APPLICANT HAVE OTHER BUSINESS VENTURES FOR WHICH COVERAGE IS NOT REQUESTED?	N												

REMARKS / PROCESSING INSTRUCTIONS (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

PRIOR CARRIER INFORMATION

YEAR	CATEGORY	GENERAL LIABILITY	AUTOMOBILE	PROPERTY	OTHER:
2012	CARRIER	Scottsdale Insurance			
	POLICY NUMBER	CPS1561396			
	PREMIUM	\$	\$	\$	\$
	EFFECTIVE DATE	06/15/2012			
	EXPIRATION DATE	06/17/2012			
	CARRIER				
	POLICY NUMBER				
	PREMIUM	\$	\$	\$	\$
	EFFECTIVE DATE				
	EXPIRATION DATE				
	CARRIER				
	POLICY NUMBER				
	PREMIUM	\$	\$	\$	\$
	EFFECTIVE DATE				
	EXPIRATION DATE				

LOSS HISTORY Check if none (Attach Loss Summary for Additional Loss Information)

ENTER ALL CLAIMS OR LOSSES (REGARDLESS OF FAULT AND WHETHER OR NOT INSURED) OR OCCURRENCES THAT MAY GIVE RISE TO CLAIMS FOR THE LAST _____ YEARS						TOTAL LOSSES: \$	
DATE OF OCCURRENCE	LINE	TYPE / DESCRIPTION OF OCCURRENCE OR CLAIM	DATE OF CLAIM	AMOUNT PAID	AMOUNT RESERVED	SUBROGATION Y/N	CLAIM OPEN Y/N

SIGNATURE

COPY OF THE NOTICE OF INFORMATION PRACTICES (PRIVACY) HAS BEEN GIVEN TO THE APPLICANT. (Not applicable in all states, consult your agent or broker for your state's requirements.)

NOTICE OF INSURANCE INFORMATION PRACTICES - PERSONAL INFORMATION ABOUT YOU MAY BE COLLECTED FROM PERSONS OTHER THAN YOU IN CONNECTION WITH THIS APPLICATION FOR INSURANCE. SUCH INFORMATION AS WELL AS OTHER PERSONAL AND PRIVILEGED INFORMATION COLLECTED BY US OR OUR AGENTS MAY IN CERTAIN CIRCUMSTANCES BE DISCLOSED TO THIRD PARTIES WITHOUT YOUR AUTHORIZATION. YOU HAVE THE RIGHT TO REVIEW YOUR PERSONAL INFORMATION IN OUR FILES AND CAN REQUEST CORRECTION OF ANY INACCURACIES. A MORE DETAILED DESCRIPTION OF YOUR RIGHTS AND OUR PRACTICES REGARDING SUCH INFORMATION IS AVAILABLE UPON REQUEST. CONTACT YOUR AGENT OR BROKER FOR INSTRUCTIONS ON HOW TO SUBMIT A REQUEST TO US.

ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD ANY INSURANCE COMPANY OR ANOTHER PERSON FILES AN APPLICATION FOR INSURANCE OR STATEMENT OF CLAIM CONTAINING ANY MATERIALLY FALSE INFORMATION, OR CONCEALS FOR THE PURPOSE OF MISLEADING INFORMATION CONCERNING ANY FACT MATERIAL THERETO, COMMITS A FRAUDULENT INSURANCE ACT, WHICH IS A CRIME AND SUBJECTS THE PERSON TO CRIMINAL AND [NY: SUBSTANTIAL] CIVIL PENALTIES. (Not applicable in CO, DC, FL, HI, KS, MA, MN, NE, OH, OK, OR, VT or WA; in LA, ME, TN and VA, insurance benefits may also be denied)

IN THE DISTRICT OF COLUMBIA, WARNING: IT IS A CRIME TO PROVIDE FALSE OR MISLEADING INFORMATION TO AN INSURER FOR THE PURPOSE OF DEFRAUDING THE INSURER OR ANY OTHER PERSON. PENALTIES INCLUDE IMPRISONMENT AND/OR FINES. IN ADDITION, AN INSURER MAY DENY INSURANCE BENEFITS, IF FALSE INFORMATION MATERIALLY RELATED TO A CLAIM WAS PROVIDED BY THE APPLICANT.

IN FLORIDA, ANY PERSON WHO KNOWINGLY AND WITH INTENT TO INJURE, DEFRAUD, OR DECEIVE ANY INSURER FILES A STATEMENT OF CLAIM OR AN APPLICATION CONTAINING ANY FALSE, INCOMPLETE, OR MISLEADING INFORMATION IS GUILTY OF A FELONY OF THE THIRD DEGREE.

IN KANSAS, ANY PERSON WHO, KNOWINGLY AND WITH INTENT TO DEFRAUD, PRESENTS, CAUSES TO BE PRESENTED OR PREPARES WITH KNOWLEDGE OR BELIEF THAT IT WILL BE PRESENTED TO OR BY AN INSURER, PURPORTED INSURER, BROKER OR ANY AGENT THEREOF, ANY WRITTEN STATEMENT AS PART OF, OR IN SUPPORT OF, AN APPLICATION FOR THE ISSUANCE OF, OR THE RATING OF AN INSURANCE POLICY FOR PERSONAL OR COMMERCIAL INSURANCE, OR A CLAIM FOR PAYMENT OR OTHER BENEFIT PURSUANT TO AN INSURANCE POLICY FOR COMMERCIAL OR PERSONAL INSURANCE WHICH SUCH PERSON KNOWS TO CONTAIN MATERIALLY FALSE INFORMATION CONCERNING ANY FACT MATERIAL THERETO; OR CONCEALS, FOR THE PURPOSE OF MISLEADING, INFORMATION CONCERNING ANY FACT MATERIAL THERETO COMMITS A FRAUDULENT INSURANCE ACT.

IN MASSACHUSETTS, NEBRASKA, OREGON AND VERMONT, ANY PERSON WHO KNOWINGLY AND WITH INTENT TO DEFRAUD ANY INSURANCE COMPANY OR ANOTHER PERSON FILES AN APPLICATION FOR INSURANCE OR STATEMENT OF CLAIM CONTAINING ANY MATERIALLY FALSE INFORMATION, OR CONCEALS FOR THE PURPOSE OF MISLEADING INFORMATION CONCERNING ANY FACT MATERIAL THERETO, MAY BE COMMITTING A FRAUDULENT INSURANCE ACT, WHICH MAY BE A CRIME AND MAY SUBJECT THE PERSON TO CRIMINAL AND CIVIL PENALTIES.

IN WASHINGTON, IT IS A CRIME TO KNOWINGLY PROVIDE FALSE, INCOMPLETE, OR MISLEADING INFORMATION TO AN INSURANCE COMPANY FOR THE PURPOSE OF DEFRAUDING THE COMPANY. PENALTIES INCLUDE IMPRISONMENT, FINES, AND DENIAL OF INSURANCE BENEFITS.

THE UNDERSIGNED IS AN AUTHORIZED REPRESENTATIVE OF THE APPLICANT AND REPRESENTS THAT REASONABLE ENQUIRY HAS BEEN MADE TO OBTAIN THE ANSWERS TO QUESTIONS ON THIS APPLICATION. HE/SHE REPRESENTS THAT THE ANSWERS ARE TRUE, CORRECT AND COMPLETE TO THE BEST OF HIS/HER KNOWLEDGE.

PRODUCER'S SIGNATURE	PRODUCER'S NAME (Please Print)	STATE PRODUCER LICENSE NO (Required in Florida)
APPLICANT'S SIGNATURE <i>[Signature]</i>	DATE: 3/12/13	NATIONAL PRODUCER NUMBER



COMMERCIAL GENERAL LIABILITY SECTION

DATE (MM/DD/YYYY)
03/12/2013

AGENCY Insurance Agency Services LLC	CARRIER	NAIC CODE
POLICY NUMBER	EFFECTIVE DATE 06/14/2013	APPLICANT / FIRST NAMED INSURED Full Moon Festival Field Festival LLC <i>Jure</i>

COVERAGES	LIMITS	PREMIUMS
<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	GENERAL AGGREGATE \$ 2,000,000	PREMISES/OPERATIONS
<input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCURRENCE	LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> LOCATION	
<input type="checkbox"/> OWNER'S & CONTRACTOR'S PROTECTIVE	<input type="checkbox"/> PROJECT <input type="checkbox"/> OTHER:	PRODUCTS
DEDUCTIBLES	PRODUCTS & COMPLETED OPERATIONS AGGREGATE \$ 1,000,000	OTHER
<input checked="" type="checkbox"/> PROPERTY DAMAGE \$ 500	PERSONAL & ADVERTISING INJURY \$ 1,000,000	TOTAL 485.69
<input checked="" type="checkbox"/> BODILY INJURY \$ 500	EACH OCCURRENCE \$ 1,000,000	
<input type="checkbox"/> PER CLAIM	DAMAGE TO RENTED PREMISES (each occurrence) \$	
<input type="checkbox"/> PER OCCURRENCE	MEDICAL EXPENSE (Any one person) \$ 5,000	
	EMPLOYEE BENEFITS \$	
	Fire Damage \$ 100,000	

OTHER COVERAGES, RESTRICTIONS AND/OR ENDORSEMENTS (For hired/non-owned auto coverages attach the applicable state Business Auto Section, ACORD 137)

APPLICABLE ONLY IN WISCONSIN: IF NON-OWNED ONLY AUTO COVERAGE IS TO BE PROVIDED UNDER THE POLICY:
 1. UM / UIM COVERAGE IS IS NOT AVAILABLE. 2. MEDICAL PAYMENTS COVERAGE IS IS NOT AVAILABLE.

LOC #	HAZ #	CLASSIFICATION	CLASS CODE	PREMIUM BASIS	EXPOSURE	TERR	RATE		PREMIUM	
							PREM/OPS	PRODUCTS	PREM/OPS	PRODUCTS
1		Bluegrass Fest./Social Gathr	48557	D)	1500					

RATING AND PREMIUM BASIS (P) PAYROLL - PER \$1,000/PAY (C) TOTAL COST - PER \$1,000/COST (U) UNIT - PER UNIT
 (S) GROSS SALES - PER \$1,000/SALES (A) AREA - PER 1,000/SQ FT (M) ADMISSIONS - PER 1,000/ADM (T) OTHER

CLAIMS MADE (Explain all "Yes" responses)

EXPLAIN ALL "YES" RESPONSES	Y / N
1. PROPOSED RETROACTIVE DATE:	
2. ENTRY DATE INTO UNINTERRUPTED CLAIMS MADE COVERAGE:	
3. HAS ANY PRODUCT, WORK, ACCIDENT, OR LOCATION BEEN EXCLUDED, UNINSURED OR SELF-INSURED FROM ANY PREVIOUS COVERAGE?	N
4. WAS TAIL COVERAGE PURCHASED UNDER ANY PREVIOUS POLICY?	N

EMPLOYEE BENEFITS LIABILITY

1. DEDUCTIBLE PER CLAIM: \$	3. NUMBER OF EMPLOYEES COVERED BY EMPLOYEE BENEFITS PLANS:
2. NUMBER OF EMPLOYEES:	4. RETROACTIVE DATE:

CONTRACTORS

EXPLAIN ALL "YES" RESPONSES (For all past or present operations)					Y / N
1. DOES APPLICANT DRAW PLANS, DESIGNS, OR SPECIFICATIONS FOR OTHERS?					N
2. DO ANY OPERATIONS INCLUDE BLASTING OR UTILIZE OR STORE EXPLOSIVE MATERIAL?					N
3. DO ANY OPERATIONS INCLUDE EXCAVATION, TUNNELING, UNDERGROUND WORK OR EARTH MOVING?					N
4. DO YOUR SUBCONTRACTORS CARRY COVERAGES OR LIMITS LESS THAN YOURS?					N
5. ARE SUBCONTRACTORS ALLOWED TO WORK WITHOUT PROVIDING YOU WITH A CERTIFICATE OF INSURANCE?					N
6. DOES APPLICANT LEASE EQUIPMENT TO OTHERS WITH OR WITHOUT OPERATORS?					N
DESCRIBE THE TYPE OF WORK SUBCONTRACTED	\$ PAID TO SUB-CONTRACTORS:	% OF WORK SUBCONTRACTED:	# FULL-TIME STAFF:	# PART-TIME STAFF:	

PRODUCTS / COMPLETED OPERATIONS

PRODUCTS	ANNUAL GROSS SALES	# OF UNITS	TIME IN MARKET	EXPECTED LIFE	INTENDED USE	PRINCIPAL COMPONENTS

EXPLAIN ALL "YES" RESPONSES (For all past or present products or operations) PLEASE ATTACH LITERATURE, BROCHURES, LABELS, WARNINGS, ETC.					Y / N
1. DOES APPLICANT INSTALL, SERVICE OR DEMONSTRATE PRODUCTS?					N
2. FOREIGN PRODUCTS SOLD, DISTRIBUTED, USED AS COMPONENTS? (If "YES", attach ACORD 815)					N
3. RESEARCH AND DEVELOPMENT CONDUCTED OR NEW PRODUCTS PLANNED?					N
4. GUARANTEES, WARRANTIES, HOLD HARMLESS AGREEMENTS?					N
5. PRODUCTS RELATED TO AIRCRAFT/SPACE INDUSTRY?					N
6. PRODUCTS RECALLED, DISCONTINUED, CHANGED?					N
7. PRODUCTS OF OTHERS SOLD OR RE-PACKAGED UNDER APPLICANT LABEL?					N
8. PRODUCTS UNDER LABEL OF OTHERS?					N
9. VENDORS COVERAGE REQUIRED?					N
10. DOES ANY NAMED INSURED SELL TO OTHER NAMED INSUREDS?					N

ADDITIONAL INTEREST / CERTIFICATE RECIPIENT

ACORD 45 attached for additional names

INTEREST <input type="checkbox"/> ADDITIONAL INSURED <input type="checkbox"/> EMPLOYEE AS LESSOR <input type="checkbox"/> LIENHOLDER <input type="checkbox"/> LOSS PAYEE <input type="checkbox"/> MORTGAGEE	NAME AND ADDRESS RANK: _____	EVIDENCE: <input type="checkbox"/>	CERTIFICATE <input type="checkbox"/>	INTEREST IN ITEM NUMBER	
				LOCATION: _____	BUILDING: _____
				ITEM CLASS: _____	ITEM: _____
				ITEM DESCRIPTION	
	REFERENCE / LOAN #: _____				

GENERAL INFORMATION

EXPLAIN ALL "YES" RESPONSES (For all past or present operations)			Y / N
1. ANY MEDICAL FACILITIES PROVIDED OR MEDICAL PROFESSIONALS EMPLOYED OR CONTRACTED? First Aid Station will be available. Volunteer EMT or Nurse will be on premises.			Y
2. ANY EXPOSURE TO RADIOACTIVE/NUCLEAR MATERIALS?			N
3. DO/HAVE PAST, PRESENT OR DISCONTINUED OPERATIONS INVOLVE(D) STORING, TREATING, DISCHARGING, APPLYING, DISPOSING, OR TRANSPORTING OF HAZARDOUS MATERIAL? (e.g. landfills, wastes, fuel tanks, etc)			N
4. ANY OPERATIONS SOLD, ACQUIRED, OR DISCONTINUED IN LAST FIVE (5) YEARS?			N
5. DO YOU RENT OR LOAN EQUIPMENT TO OTHERS?			N
EQUIPMENT		TYPE OF EQUIPMENT	INSTRUCTION GIVEN (Y/N)
		SMALL TOOLS	LARGE EQUIPMENT
		SMALL TOOLS	LARGE EQUIPMENT
6. ANY WATERCRAFT, DOCKS, FLOATS OWNED, HIRED OR LEASED?			N
7. ANY PARKING FACILITIES OWNED/RENTED?			N
8. IS A FEE CHARGED FOR PARKING?			N
9. RECREATION FACILITIES PROVIDED?			N
10. ARE THERE ANY LODGING OPERATIONS INCLUDING APARTMENTS? (If "YES", answer the following):			N
# APTS	TOTAL APT AREA Sq. Ft.	DESCRIBE OTHER LODGING OPERATIONS	
11. IS THERE A SWIMMING POOL ON PREMISES? (Check all that apply)			N
<input type="checkbox"/> APPROVED FENCE <input type="checkbox"/> LIMITED ACCESS <input type="checkbox"/> DIVING BOARD <input type="checkbox"/> SLIDE <input type="checkbox"/> ABOVE GROUND <input type="checkbox"/> IN GROUND <input type="checkbox"/> LIFE GUARD			
12. ARE SOCIAL EVENTS SPONSORED?			N
13. ARE ATHLETIC TEAMS SPONSORED?			N
TYPE OF SPORT	CONTACT SPORT (Y/N)	AGE GROUP	EXTENT OF SPONSORSHIP:
		<input type="checkbox"/> 13 - 18 <input type="checkbox"/> 12 & UNDER <input type="checkbox"/> OVER 18	
		<input type="checkbox"/> 13 - 18 <input type="checkbox"/> 12 & UNDER <input type="checkbox"/> OVER 18	
14. ANY STRUCTURAL ALTERATIONS CONTEMPLATED?			N
15. ANY DEMOLITION EXPOSURE CONTEMPLATED?			N

GENERAL INFORMATION (continued)

EXPLAIN ALL "YES" RESPONSES (For all past or present operations)				Y/N
16. HAS APPLICANT BEEN ACTIVE IN OR IS CURRENTLY ACTIVE IN JOINT VENTURES?				N
17. DO YOU LEASE EMPLOYEES TO OR FROM OTHER EMPLOYERS?				N
LEASE TO	WORKERS COMPENSATION COVERAGE CARRIED (Y/N)	LEASE FROM	WORKERS COMPENSATION COVERAGE CARRIED (Y/N)	
18. IS THERE A LABOR INTERCHANGE WITH ANY OTHER BUSINESS OR SUBSIDIARIES?				N
19. ARE DAY CARE FACILITIES OPERATED OR CONTROLLED?				N
20. HAVE ANY CRIMES OCCURRED OR BEEN ATTEMPTED ON YOUR PREMISES WITHIN THE LAST THREE (3) YEARS?				N
21. IS THERE A FORMAL, WRITTEN SAFETY AND SECURITY POLICY IN EFFECT?				N
22. DOES THE BUSINESSES' PROMOTIONAL LITERATURE MAKE ANY REPRESENTATIONS ABOUT THE SAFETY OR SECURITY OF THE PREMISES?				N

REMARKS (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

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Scottsdale Insurance Company
Home Office: One Nationwide Plaza
Columbus, Ohio 43215
Adm. Office: 8877 North Gainey Center Drive
Scottsdale, Arizona 85258

Scottsdale Surplus Lines Insurance Company
Adm. Office: 8877 North Gainey Center Drive
Scottsdale, Arizona 85258

Scottsdale Indemnity Company
Home Office: One Nationwide Plaza
Columbus, Ohio 43215
Adm. Office: 8877 North Gainey Center Drive
Scottsdale, Arizona 85258

1-800-423-7675 • Fax (480) 483-6752
www.scottsdaleins.com

Special Event Supplemental General Liability Application

(Complete in addition to ACORD General Liability Application)

Name of Applicant: Full Moon Field Festival LLC

Web Site Address: www.fullmoonfieldfestival.com

1. **Description of event** (attach any flyers, brochures, etc.): Bluegrass and Country Music Festival. Camping available.

Maximum daily attendance: 999 Total attendance: 1500 Sales: \$ 35,000

Length of event: 3 days Estimated age group of audience: From 5 to 65

No. of Participants: 300 Do participants sign waiver of liability agreements?..... Yes No

2. **Applicant's experience** in conducting events of this or similar nature: 4th hosting this event. Also has full time experience as an event coordinator.

Is applicant an event coordinator?..... Yes No

3. Rides:

Will rides be provided?..... Yes No

If yes, type of rides: _____

Will ride operators hold applicant harmless?..... Yes No

Does applicant have certificates of insurance from the ride vendors?..... Yes No

Rides inspected?..... Yes No

Do rides have signs clearly marking age, height and size limitations?..... Yes No

Will applicant be in compliance with state laws regulating amusement ride inspections?..... Yes No

4. Entertainment:

Will live entertainment be provided?..... Yes No

If yes, describe: Bluegrass and Country Jam Bands, Jazz, and Acoustic Music.

If a concert, type of music: classical jazz rap blue grass country/western

gospel R&B alternative hard rock heavy metal

hip-hop gothic other (describe): Acoustic

Any special effects for the concert?..... Yes No

If yes, describe: _____

If fireworks are planned, is pyrotechnician licensed? N/A Yes No
Distance between fireworks staging area and audience? _____
Spectators allowed in fireworks staging area? Yes No
Will firemen be present? Yes No

5. **Bicycle/Running Event:** N/A
Is the route surface free of hazards and clearly marked? Yes No
Will all pedestrians and vehicular traffic be rerouted? Yes No

6. **Under 21 Dance, Grad Night or Prom:** N/A
Are students allowed to leave and return? Yes No

7. **Haunted House:** N/A
Describe building and construction: _____
Age: _____ Condition: _____
Are there separate entrances and exits? Yes No
Has the house been inspected by a Fire Marshall? Yes No
Does the house meet all local, city and state codes? Yes No
Describe any temporary structures: _____

Are the following present? Yes No
 Unlit stairs Moveable Floors Sinking Floors
 Slides Suspended Bridges Electric Shock Devices
 Fire or Flash Powders
Describe special effects: _____

Does applicant have lead and follow-up guides? Yes No
Ratio of attendants to the public: _____ Number of persons per group: _____
Age of clients: _____ Are children supervised? Yes No
Does applicant have a door monitor? Yes No
Does applicant have the public participate in stunts? Yes No
Does anyone touch the public? Yes No
If yes, explain: _____

Does applicant have a gift shop or concession stand? Yes No
If yes, receipts: _____

8. **Parade:** N/A
Will souvenirs or other items be thrown into the crowd? Yes No
If yes, what is thrown: _____
Animals in the parade are: _____
Are all of the animals insured against third-party liability claims by the owner? Yes No
If yes, what are the minimum liability limits required of the owners: _____
Length of parade route: _____ Number of floats: _____ Number of Equestrians: _____
Number of bands: _____ Number of motorized vehicles and/or floats: _____

9. Rodeo: N/A

Name(s) of rodeo promoter/company/stock contractor: _____

- Does the rodeo board the stock in the applicant's facility overnight?..... Yes No
- Does the rodeo company maintain responsibility for security of stalls/pens used to board the stock?..... Yes No
- Are the transfer areas between the animal pens and the competition restricted from the general public? Yes No
- Rodeo arena specifics: Indoors Outdoors Permanent Temporary

10. Political Rally: N/A

Please describe: _____

11. Security (indicate type and number of each):

- Independent security co.: _____ Off-duty police: _____
- Employed security: 2 per day Chaperons: Friends and Family
- Is there a written emergency plan in the event of an accident?..... Yes No
- Does independent security company provide a certificate of insurance?..... Yes No
- Do they hold the applicant harmless?..... Yes No

12. Stadiums: None

- Are bleachers or platforms to be used?..... Yes No
- If yes, type: portable permanent
- Back and side railings provided?..... Yes No
- Construction: Wood Steel Concrete
- Height in feet: _____ Age of bleachers or platform: _____
- Are patrons protected from, and warned against, potential flying objects?..... Yes No
- Are patrons allowed on the field, track or pit area?..... Yes No
- Is public address system clearly audible in all parts of the facility?..... Yes No
- Is there a backup electrical supply for lighting and the public address system?..... Yes No
- Are premises entrances/exits well lit?..... Yes No

13. Traffic Control:

- Who is responsible for crowd and traffic control? Family and Friends. 2 paid staff.
- Are parking areas smooth with clearly marked parking areas and exit roads?..... Yes No
- Is parade route able to handle size and height of floats and are cross streets barricaded? N/A..... Yes No

14. Liquor:

- Is liquor to be served by applicant?..... Yes No
- If yes, explain: _____
- Does applicant want Host Liquor?..... Yes No
- Is liquor to be served by others?..... Yes No
- If yes, do they have Liquor Liability coverage?..... Yes No

15. First Aid:

- Will first aid facilities be provided at the event?..... Yes No
- If yes, describe: EMT or Nurse will be on premises
- If yes, who will be in charge of the facilities? Doctors Nurses Others: EMT(s)

16. If applicant is the sponsor, does the operator have liability insurance? N/A Yes No
If yes, name of insurance carrier: _____ and policy limits of liability: \$ _____

17. Hold-harmless Agreements:

Is applicant held harmless by others? Yes No

Does applicant agree to hold any third party harmless? Yes No

If yes, who? _____

Is applicant naming anyone as additional insured? Yes No

If yes, who and why? _____

FRAUD WARNING:

Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties.

FRAUD WARNING (APPLICABLE IN TENNESSEE AND WASHINGTON):

It is a crime to knowingly provide false, incomplete, or misleading information to an insurance company for the purpose of defrauding the company. Penalties include imprisonment, fines, and denial of insurance benefits.

FRAUD WARNING APPLICABLE IN THE STATE OF NEW YORK:

Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information, or conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime, and shall also be subject to a civil penalty not to exceed five thousand dollars and the stated value of the claim for each such violation.

APPLICANT'S NAME AND TITLE: _____

APPLICANT'S SIGNATURE: [Signature] DATE: 3/12/13
(Must be signed by an owner, partner or executive officer)

PRODUCER'S SIGNATURE: _____ DATE: _____



SCOTTSDALE INSURANCE COMPANY®

POLICYHOLDER DISCLOSURE

NOTICE OF TERRORISM INSURANCE COVERAGE

TERRORISM RISK INSURANCE ACT

Under the Terrorism Risk Insurance Act of 2002, as amended pursuant to the Terrorism Risk Insurance Program Reauthorization Act of 2007, effective January 1, 2008 (the "Act"), you have a right to purchase insurance coverage for losses arising out of acts of terrorism, as defined in Section 102(1) of the Act. The term "certified acts of terrorism" means any act that is certified by the Secretary of the Treasury—in concurrence with the Secretary of State, and the Attorney General of the United States—to be an act of terrorism; to be a violent act or an act that is dangerous to human life, property, or infrastructure; to have resulted in damage within the United States, or outside the United States in the case of certain air carriers or vessels or the premises of a United States mission; to have been committed by an individual or individuals as part of an effort to coerce the civilian population of the United States or to influence the policy or affect the conduct of the United States Government by coercion.

You should know that where coverage is provided by this policy for losses resulting from "certified acts of terrorism," such losses may be partially reimbursed by the United States Government under a formula established by federal law. However, your policy may contain other exclusions which might affect your coverage, such as an exclusion for nuclear events. Under the formula, the United States Government generally reimburses 85% of covered terrorism losses exceeding the statutorily established deductible paid by the insurance company providing the coverage. The premium charged for this coverage is provided below and does not include any charges for the portion of loss that may be covered by the Federal Government under the Act.

You should also know that the Act, as amended, contains a \$100 Billion Cap that limits United States Government reimbursement as well as insurers' Liability for losses resulting from "certified acts of terrorism" when the amount of such losses in any one calendar year exceeds \$100 billion. If the aggregate insured losses for all insurers exceed \$100 billion, your coverage may be reduced.

CONDITIONAL TERRORISM COVERAGE

The federal Terrorism Risk Insurance Program Reauthorization Act of 2007 is scheduled to terminate at the end of December 31, 2014, unless renewed, extended or otherwise continued by the federal government. Should you select Terrorism Coverage provided under the Act and the Act is terminated December 31, 2014, any terrorism coverage as defined by the Act provided in the policy will also terminate.

IN ACCORDANCE WITH THE ACT, YOU MUST CHOOSE TO SELECT OR REJECT COVERAGE FOR "CERTIFIED ACTS OF TERRORISM" BELOW:

NOTE: In this state, a terrorism exclusion makes an exception for (and thereby provides coverage for) fire losses resulting from an act of terrorism. Therefore, if you reject the offer of terrorism coverage, that rejection does not apply to fire losses resulting from an act of terrorism coverage for such fire losses will be provided in your policy.

<input type="checkbox"/>	I hereby elect to purchase certified terrorism coverage for a premium of \$a/p + tax. I understand that the federal Terrorism Risk Insurance Program Reauthorization Act of 2007 may terminate on December 31, 2014. Should that occur my coverage for terrorism as defined by the Act will also terminate. 357.88
<input checked="" type="checkbox"/>	I hereby reject the purchase of certified terrorism coverage.

Jennifer D. Cossette
 Policyholder/Applicant's Signature
Jennifer D. Cossette
 Print Name
3/12/13
 Date

Full Moon Field Festival LLC
 Named Insured/Firm

 Policy Number, if available

2013 Full Moon Field Festival

Permission of Entry

An Agreement is hereby made between Dale and Jennifer Cossette land owners, Full Moon Field Festival and the Festival participant.

Agreement for participation and land entry use for the 2013 Full Moon Field Festival, to be held on/at 1691 Swimley Road, Berryville VA 22611 on June 14th-16th of June 2013. All participants will be able to sell products related to their festival participation, such as traditional crafts, records & tapes at the festival if these items are judged appropriate by property owner.

Full Moon Ranch, Pony To Go, Jennifer and Dale Cossette will not be held responsible for personal injury, loss, or damage to property or belongings of participants. Full Moon Ranch, Pony To Go and Dale Cossette will not provide liability or property loss insurance coverage for his/her own liability or property loss coverage.

This agreement shall be construed according to the laws of the State of Virginia.

The Participant agrees to the terms and conditions of this Agreement by signing below.

Date Signed 3/6/2013
Jennifer Cossette / Dale Cossette
Participants Name
Jayl Cox / Dale Cossette
Participants Signature

6 March 2013

Request for Special Events Permit 2013

Noise ordinance waiver for the dates and times according to the special events permit.

Planned Dates and Times – June 14th from 10AM to June 16th 8PM.

Music speakers and noise control begins at 11:30PM each evening.

Event held at Full Moon Ranch – 1691 Swimley Road, Berryville VA 22611

Full Moon Field Festival is a family music event.

Family oriented music, camping and vendors.

Requesting permit for max number attending 995 persons daily.

Approx. 15 bands/ Bluegrass, acoustical music and Jam Bands.

Security will be provided by Full Moon Field Festival/Full Moon Ranch.

The event will be insured for 1,000,000.00 liability coverage through Full Moon Field Festival.

No glass or bottles permitted on property.

Children’s activities – Pony Rides, Face Painting and Clown Performer’s

Misty Hill Road access by address residents only.

All festival parking will be on Full Moon Ranch with security check point entrance.

Point of contact for permits, Jennifer Cossette, Property owner.

Ponytogo6@yahoo.com 540-955-5636

Thank you for your consideration for approval.

Regards,

Jennifer Cossette

Name: Dale Cossette ~~Walter Cossette~~ date: 3/6/13

Signature: Jennifer Cossette ~~Jylar~~ date: 3/6/13

Address: 1691 Swimley Rd, Berryville VA 22611

Adjoining Property Owners.

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

Health Department Notice and Approvals:

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

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

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

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

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

Bottled water for sale at all times

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

Statement of plan for providing sanitation facilities included in plan.:

Johnny Blue 540-665-0968 255 Lenoir Dr., Winchester Va

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

Statement of plan for garbage, trash and sewage disposal included in plan.:

dumpster provided by allied waste

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

Statement of plan to provide adequate on-site medical facilities included in plan:

6 March 2013

Request for Special Events Permit 2013

Noise ordinance waiver for the dates and times according to the special events permit.

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Security will be provided by Full Moon Field Festival/Full Moon Ranch.

The event will be insured for 1,000,000.00 liability coverage through Full Moon Field Festival.

No glass or bottles permitted on property.

Children's activities – Pony Rides, Face Painting and Clown Performer's

Misty Hill Road access by address residents only.

All festival parking will be on Full Moon Ranch with security check point entrance.

Point of contact for permits, Jennifer Cossette, Property owner.

Ponytogo6@yahoo.com 540-955-5636

Thank you for your consideration for approval.

Regards,

Jennifer Cossette

Name:

Martha Faraday
Mark MacDowell

date: 3/11/13

Signature:

Mark MacDowell

Address:

1793 Swimley Road

6 March 2013

Request for Special Events Permit 2013

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All festival parking will be on Full Moon Ranch with security check point entrance.

Point of contact for permits, Jennifer Cossette, Property owner.

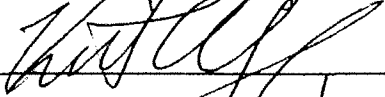
Ponytogo6@yahoo.com 540-955-5636

Thank you for your consideration for approval.

Regards,

Jennifer Cossette

Name: Kenny Unger date: 3/12/13

Signature: 

Address: 1380 Swimley Rd Berryville Va 22611



Rental and Service Agreement

255 LENOIR DRIVE
WINCHESTER, VA 22603
(540) 665-0968

Like us on Facebook

info@johnnyblueinc.com

Billing Information

Pony to Go
1691 Swimley Rd
Berryville, VA 22611

(540) 955-5636

Number: 015542

Job Number:

Original P.O. Number:

Terms: Net 30

MapGrid:

MapBook:

ServiceArea: Clarke County

Rental Tax Percent: 5

Rental Tax Area: Virginia Sales Tax

Service Tax Percent: 5

Service Tax Area: Virginia Sales Tax

Job Site Information

Event on June 14-16, 2013
1691 Swimley Rd

Berryville, VA 22611

(540) 955-5636

Cross Streets:

Special Instructions: 7 E, Left on Crums Church, at T, Right on old Charlestown Rd, 1st Left on Swimley, 2 miles, ranch on Left **1691 -

SEE SOMEONE FOR PLACEMENT - DELIVER THURSDAY

Date	Service or Unit Type	Quantity	Billing Method	Price Per	Minimum	Dmg. Wvr. or Minim.	Delivery or Trip Charge	Deposit	Taxable
13-Jun-2013	Special Event Unit	8	Special Event	\$65.00	\$65.00	\$0.00	\$0.00	\$0.00	Yes
			Delivery				Extension	\$520.00	
13-Jun-2013	Freestanding Sink	1	Special Event	\$110.00	\$110.00	\$0.00	\$0.00	\$0.00	Yes
			Delivery				Extension	\$110.00	

Customer agrees to the following terms and conditions. THIS IS A BINDING AGREEMENT.

Customer shall pay all expenses including Attorney fees of 15% and court cost incurred by lesser in enforcing any provisions hereof. It is understood that JOHNNY BLUE will not be responsible for any personal injury or property damage arising out of use or maintenance of units leased under this agreement, and Customer assumes all liability for all personal injury or property damage for the duration of the agreement, Customer is responsible for any loss, theft or damage of units leased under the agreement and will be responsible for replacement cost of unit or pay estimated repair costs of parts and labor. Payments for loss, theft, or damage are due upon demand by lesser. Customer guarantees access to units for servicing. Sales tax, where applies. All down payments are nonrefundable. SIGN AND RETURN THIS AGREEMENT. Damage waivers are available, for \$7 per rental, per mo.

Subtotal Non-Taxable:	\$0.00
Subtotal Rental Taxable:	\$630.00
Subtotal Service Taxable:	\$0.00
Subtotal Rental Tax:	\$31.50
Subtotal Service Tax:	\$0.00
Grand Total:	\$661.50

Unit Numbers:

Signature and Title of Customer Representative

13 May 13
Date

Service Route:
Service Day:

Confirmed
Accepted by Johnny Blue, Incorporated
Date Accepted

Toilet /o Lavatory facility
Sink / handwash station
Go gle

To see all the details that are visible on the screen, use the "Print" link next to the map.



B Enter location or right-click on map

Map data ©2013 Google

- Johnny Blue locations
- Hand wash station

Parking
Handicap! Parking

- 1500 ft Drive to Parking! festival Entry from Swimley Road

manned gate for ticket entry
(arm bands given)

WINCHESTER FAMILY PRACTICE

1440 Amherst St
Winchester, VA 22601
(540) 450-3339 (Office)
(540) 450-3338 (Fax)

Medical tent location attached. Tent will be set up to provide emergency water and basic medical supplies. Certified CPR and Med. Tent personal will have walkie talkies at all times.

Ticket 0042 _____

Ticket 0043 _____

Ticket 0044 _____

Please attach copy of CPR Certification



Toilet & Lavatory facility
Sink / handwash station
Google

To see all the details that are visible on the screen, use the "Print" link next to the map.



B Enter location or right-click on map

Map data ©2013 Google

- Johnny Blue locations
- Hand wash station

- Parking
- Handicap' Parking
- 1500 ft Drive to Parking / festival Entry from Swimley Road
- Manned gate for ticket entry (arm bands given)

Toilet & Lavatory facility
 Sink / handwash station
 ● Medical Tent

To see all the details that are visible on the screen, use the "Print" link next to the map.



B Enter location or right-click on map

Map data ©2013 Google

- Johnny Blue location's
- Hand wash station
- Medical Tent

Parking
 Handicap Parking

- 1500 ft Drive to Parking / festival Entry from Swimley Road
- manned gate for ticket entry (w/ bands given)

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

Statement of plan to provide adequate preparation and provision of any food or beverage for consumption included in plan. _____
Ryan Fincham letter prior

Will alcoholic beverages be served? No Yes If yes: *packet attached*

Virginia Alcohol Beverage Control Board Notice/Approval Date: _____ Approval attached.

Contact: www.abc.virginia.gov; 2901 Hermitage Road, P.O. Box 27491, Richmond, VA 23261

Local Fire & Rescue Company Notice and Approvals *Pending*

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

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

✓ Check here if you have submitted your written plan to the local fire and rescue company and have their letter of approval attached to your application. Approval attached

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

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

Statement of plan to provide adequate on-site medical facilities and emergency medical transport vehicles included in plan: _____
attached

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

Statement of plan to provide adequate fire protection included in plan. _____

Sheriff's Notice and Approvals

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

2013 Full Moon Field Festival Health Department Permit Information
1691 Swimley Road, Berryville VA 22611
June 14/15/16 2013

Health Department

Primary Contact:	Greg Lloyd/Ryan Fincham
Phone:	(540) 955-1033
Fax:	(540) 955-4094
Address:	100 N. Buckmarsh Street Berryville, VA 22611
Business Hours:	Mon. - Fri. -- 8:00 AM - 4:30 PM

Ryan Fincham has approved function and is in ongoing coordination. Please Call if question.

Google

Fire EMS

To see all the details that are visible on the screen, use the "Print" link next to the map.



Enter location or right-click on map

Map data ©2013 Google

● Main Festival entry
 Unblocked Property access
 for Emer/Fire personnel



**CLARKE COUNTY
SHERIFF'S OFFICE**

**Anthony W. Roper
Sheriff**

P.O. Box 49
100 North Church St.
Berryville, VA 22611

540-955-1234
(24-hour Non-emergency Line)
540-955-5152 (Office)
540-955-4111 (Fax)

www.clarkecounty.gov



March 27, 2012

Subject: 2013 Full Moon Festival – June 14, 15, 16, 2013


To whom it may concern:

On March 12, 2013 I had a telephone conversation with Mr. Douglas Malick. Based on his representations concerning the size of this event, the parking, and the security plan, all the concerns for which the Clarke County Sheriff's Office has jurisdiction have been met.

In addition Mr. Malick represented that no alcoholic beverages will be allowed in the festival, the crowd is expected to be less than 999 people, and he has 10 individuals responsible for security.

Please feel free to contact me with any questions or concerns.

Sincerely,


Anthony W. Roper
Sheriff

2013 Full Moon Field Festival Health Department Permit Information
1691 Swimley Road, Berryville VA 22611
June 14/15/16 2013

Statement of plan to provide adequate ingress and egress included in plan:

Entry at main drive closed on both sides to gate by 4 board fences. Tickets will be taken at gate entry and wrist bands given. No glass permitted on property and ticket holders will be informed both at ticket sale and gate entry of property rules. Entry to festival will be marked with directional signs first gate to the left of drive. All parking is marked and enclosed by 4 board fence. Row parking with staff directional assistance provided.

Statement of Traffic Control Devices, signage, and egress:

All parking will be fully fenced and area marked with orange cones and row paint marked. Parking will be manned with directional control staff in staff marked uniforms. Handicapped parking will be clearly marked and available.

Security:

Security and first aid tent clearly marked on festival grounds. CPR certified persons on site at all times and emergency #'s also clearly marked. The festival will provide 8 persons on security from 4PM Thursday the 13th to 6PM Sunday the 16th 6PM. All security will be over 18 y/o and **carry cell phone and or Walkie Talkie with all emergency control service numbers.** All security will have meeting prior to event to go over plans for dealing with different situations that may arise. Also, we will have an area set up of if situations arise where we must detain individuals until emergency services arrive.

Fire Plan: The main drive circles around property to allow fire trucks. This drive will be open at all times. It is only usable by family and emergency personal/fire vehichals.

Name: _____

Title: _____

Signature: _____

Contact number the day of festival for service: _____

Sheriff Dept.

Google

To see all the details that are visible on the screen, use the "Print" link next to the map.



Enter location or right-click on map

Map data ©2013 Google

● Parking
 ● Handicap Parking
 ● 1500 ft Drive to Parking / festival Entry from Swimley Road
 Manned gate for ticket entry (Arm bands given)

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

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

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

Statement of plan to provide adequate ingress and egress included in plan.

State Police Notice/Approval Date: 3-12-13 Approval attached.

Contact: 540-869-2000; 3680 Valley Pike, Winchester, Virginia 22602

Statement of plan to provide traffic Control devices, signage, cones, barricades or other activities to take place within the public right-of-way. _____

VDOT Notice/Approval Date: _____ Approval attached.

Pending

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

Statement of plan to provide adequate on-site security included in plan.

Attached paper from sheriff

Building Department Notice and Approvals

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

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

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

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

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

2013 Full Moon Field Festival County Permit Information
1691 Swimley Road, Berryville VA 22611
June 14/15/16 2013

Statement of plan to provide adequate ingress and egress included in plan:

Entry at main drive closed on both sides to gate by 4 board fences. Tickets will be taken at gate entry and wrist bands given. No glass permitted on property and ticket holders will be informed both at ticket sale and gate entry of property rules. Entry to festival will be marked with directional signs first gate to the left of drive. All parking is marked and enclosed by 4 board fence. Row parking with staff directional assistance provided.

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All security will have meeting prior to event to go over plans for dealing with different situations that may arise. Also, we will have an area set up of if situations arise where we must detain individuals until emergency services arrive.

Name: JOHN F ROWE ~~SR~~ Date: 3-12-13

Title: SOT.

Signature: *John F. Rowe*

Contact number the day of festival for service: 1-800-572-2260

State Police Dept.

Clarke County

lwalburn@clarkecounty.gov

Re: Full Moon Field Festival 2013 Special Event Permit Application - Medium Event 500 to 999 Attendees

From : Holly DeHaven <hdehaven@clarkecounty.gov> Wed, Mar 13, 2013 02:21 PM
Subject : Re: Full Moon Field Festival 2013 Special Event Permit Application - Medium Event 500 to 999 Attendees
To : Lora Walburn <lwalburn@clarkecounty.gov>
Cc : Dave Peach <dpeach@clarkecounty.gov>, Donald Jackson <djackson@clarkecounty.gov>, Todd Garrett <todd.garrett@vsp.virginia.gov>, Bobby Boyce <Bobby.Boyce@VDOT.Virginia.gov>, Fincham <Ryan.Fincham@vdh.virginia.gov>, Tony Roper <troper@clarkecounty.gov>, Gary Pope <gpope@clarkecounty.gov>

According to the information they have provided on the special event permit application it appears they will not need any permits through our department.

Thanks,

Holly A. DeHaven,
Office Manager/Permit Technician
Clarke County Building Dept.
101 Chalmers Ct., Suite B
Berryville, VA 22611

(540) 955-5112
(540) 955-5170 (fax)

From: "Lora Walburn" <lwalburn@clarkecounty.gov>
To: "Dave Peach" <dpeach@clarkecounty.gov>, "Donald Jackson" <djackson@clarkecounty.gov>, "Todd Garrett" <todd.garrett@vsp.virginia.gov>, "Holly DeHaven" <hdehaven@clarkecounty.gov>, "Bobby Boyce" <Bobby.Boyce@VDOT.Virginia.gov>, "Fincham" <Ryan.Fincham@vdh.virginia.gov>, "Tony Roper" <troper@clarkecounty.gov>, "Gary Pope" <gpope@clarkecounty.gov>
Sent: Wednesday, March 13, 2013 1:59:52 PM
Subject: Full Moon Field Festival 2013 Special Event Permit Application - Medium Event 500 to 999 Attendees

Attached is the special event permit application for Full Moon Field Festival June 14, 15, 16,

2013.

To those who have already provided written response to David Malick [Pony To Go - Full Moon Ranch], many thanks!

--

Lora B. Walburn
Deputy Clerk to the Board Supervisors
Executive Assistant - County Administration
County of Clarke
101 Chalmers Court, Suite B
Berryville, Virginia 22611
[540] 955-5175
[540] 955-5180 Fax
lwalburn@clarkecounty.gov

Clarke County

lwalburn@clarkecounty.gov

RE: Full Moon Field Festival 2013 Special Event Permit Application - Medium Event 500 to 999 Attendees

From : Ryan Fincham (VDH) <Ryan.Fincham@vdh.virginia.gov> Wed, Mar 13, 2013 02:38 PM
Subject : RE: Full Moon Field Festival 2013 Special Event Permit Application - Medium Event 500 to 999 Attendees
To : Lora Walburn <lwalburn@clarkecounty.gov>

Looks fine. We will be working with them on the food service, portable toilets, water supply, camping, and sanitation.

Thanks-
Ryan

From: Lora Walburn [mailto:lwalburn@clarkecounty.gov]
Sent: Wednesday, March 13, 2013 2:00 PM
To: Dave Peach; Donald Jackson; Garrett, Todd (VSP); Holly DeHaven; Boyce, Arthur (VDOT); Fincham, Ryan (VDH); Tony Roper; Gary Pope
Subject: Full Moon Field Festival 2013 Special Event Permit Application - Medium Event 500 to 999 Attendees

Attached is the special event permit application for Full Moon Field Festival June 14, 15, 16, 2013.

To those who have already provided written response to David Malick [Pony To Go - Full Moon Ranch], many thanks!

--

Lora B. Walburn
Deputy Clerk to the Board Supervisors
Executive Assistant - County Administration
County of Clarke
101 Chalmers Court, Suite B
Berryville, Virginia 22611
[540] 955-5175
[540] 955-5180 Fax
lwalburn@clarkecounty.gov

Building Department Guidelines for Special Events Permits:

The following are issues that need to be described or addressed on special events permit applications:

Tents - Any tent greater than 900 square feet in size will require a Building Permit and inspections prior to the event. Inspection shall be arranged to be done during normal business hours Monday through Friday at least the day prior to the event. The event application should provide diagrams or layouts of the location of the tent(s). All tents shall be fire retardant treated with the appropriate approval label on the tent and shall have a mounted and posted fire extinguisher (5 lb. ABC min.) located in each tent. If the tent is enclosed, it shall have two (2) forms of exit that are labeled and illuminated if the event occurs after daylight. If the event will occur after daylight hours, emergency lighting shall be provided.

Electrical Systems – Any temporary or portable electrical distribution systems shall require an Electrical Permit and inspections prior to the event. All portable or temporary systems shall be Ground Fault Interrupter Circuit (GFIC) protected. Trailer mounted generators shall be provided with ground rods and grounding conductors appropriate for the generator output requirements. All equipment shall be listed and labeled for the application (weather resistant). No portable generators are allowed inside any tents or trailers where persons would normally enter. A description of the electrical distribution system shall be provided with the special event application.

Gas Appliances – All gas appliances including cooking and heating appliances shall be inspected including leak tested prior to the event. No gas cylinders will be allowed inside tents or occupied trailers or structures. All gas cylinders shall be secured in areas not normally used by the public. All gas equipment shall be in good working order and shall meet requirements of the Virginia Fuel Gas Code.

Lighting – Information pertaining to the temporary lighting systems shall be provided with the special event application including output wattage and generation system. Lighting system shall be located not to project excessive lighting off of the premises and not to blind any moving traffic on or of the event property. Any lighting pointing to the property boundary shall be shielded and downcast.

Inspections – Arrangement for inspections shall be scheduled to occur prior to opening of the event during normal business hours between Monday and Friday. Required inspections shall be scheduled at least twenty-four (24) hours prior to the expected inspection. If special times and arrangements are required, prior approval will need to be arranged with the Clarke County Building Department.

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

Will outdoor lighting be utilized? No Yes

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

Type[s] of temporary structures: _____

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

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

Plan for adequate communications systems included with application. _____

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

List safety services: _____

Applicant Additional Information:

Use this area for additional information, if applicable:

Acknowledgements, Affirmations, Signature

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

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

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

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

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

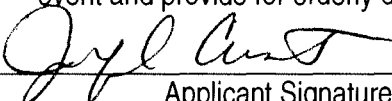
§ 57.3 (b) **Other Permits and Responsibility:** The permit required by this ordinance, or the exemptions provided herein, shall not eliminate or substitute for any requirement for any business license or any other permit(s) which may be required by any federal, state, or local statutes, ordinances, rules, or regulations. Applicants are responsible for insuring that all such permits, licenses, and certificates are obtained from the appropriate authority.

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

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

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

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



Applicant Signature

13 March 13
Date

Jennifer Cossette
Printed Name

Note: Application is complete only when the applicant has provided all applicable approvals to County Administration.

T A X R E C E I P T

Ticket #:00127270001 @@

COUNTY OF CLARKE
SHARON E KEELER, TREASURER
P O BOX 537
101 CHALMERS COURT
BERRYVILLE VA 22611

Date : 3/13/2013
Register: WBM/W10
Trans. #: 38037
Dept # : GELR
Acct# :

GENERAL FUND - OTHER LOCAL REVENUE
FULL MOON FESTIVAL
JUNE 14,15,16 2013

Previous
Balance \$ 250.00
31000130303131000000000
Principal Being Paid \$ 250.00
Penalty \$.00
Interest \$.00

FULL MOON FESTIVAL

Amount Paid \$ 250.00

*Balance Due \$.00

Pd by FULL MOON FESTIVAL Check 250.00 # 1012 1ST BNK
BALANCE DUE INCLUDES PENALTY/INTEREST THRU THE MONTH 3/2013

Memo

To: David Ash, County Administrator

From: Archana McLoughlin

Date: 3/4/2013

Re: 106 North Church St. Lease



As we discussed, I amended the sections that you advised were changed by John Friant, the Lessees legal counsel.

Please be advised as this appears to be a lease of public property to private business, that Virginia Code §15.2-1800(B) appears to require a holding of a public hearing. That section states

"[A]ny locality may sell, at public or private sale, exchange, lease as lessor, mortgage, pledge, subordinate interest in or otherwise dispose of its real property, . . . , provided that no such real property, whether improved or unimproved, shall be disposed of until the governing body has held a public hearing concerning such disposal. However, the holding of a public hearing shall not apply to (i) the leasing of real property to another public body, political subdivision or authority of the Commonwealth or (ii) conveyance of site development easements across public property, including, but not limited to, easements for ingress, egress, utilities, cable, telecommunications, storm water management, and other similar conveyances, that are consistent with the local capital improvement program, involving improvement of property owned by the locality. The provisions of this section shall not apply to the vacation of public interests in real property under the provisions of Articles 6 (§ 15.2-2240 et seq.) and 7 (§ 15.2-2280 et seq.) of Chapter 22 of this title."

The notice requirement is found at Virginia Code of Virginia § 15.2-1813. "Any public hearing required by this chapter shall be advertised once in a newspaper having general circulation in the locality at least seven days prior to the date set for the hearing."

THIS LEASE AGREEMENT, made and entered into this ____ day of _____, 2013, by and between **THE COUNTY OF CLARKE COUNTY, VIRGINIA**, a political subdivision of the Commonwealth of Virginia, hereinafter called the Lessor, and Dunn Land Surveys, Inc., a Virginia corporation, hereinafter called the Lessee.

WITNESSETH:

For and in consideration of the rental sums reserved hereunder and the mutual promises and covenants herein contained, Lessor does hereby lease to Lessee the following described property consisting of a good and substantial brick building, one story high, containing two rooms to be occupied for offices, upon the following terms and conditions:

1. DESCRIPTION:

The Lessor hereby leases to the Lessee that certain lot or parcel of land, and the building located thereon lying and being situated in the Town of Berryville, County of Clarke, Virginia, and situated on that certain lot or parcel of land beginning at the Northwest Corner of the Court House lot near the G.E. Church and running thence along Church Street in said Town of Berryville fronting on said street sixty feet, thence in an Easterly direction from said street a distance of sixty feet, by a straight line a distance of sixty feet to the northern boundary line of said Court House lot, thence with said boundary line to the place of beginning, together with the improvements thereon and appurtenances thereto belonging, said lot being designated for street purposes as 106 North Church Street, Berryville, Virginia.

2. TERM:

The term of this lease shall be three (3) years commencing upon the date Lessee takes occupancy and possession of the Property.

3. RENT:

As rental for the leased premises, Lessee shall pay to Lessor the sum of Five Hundred and Fifty Dollars (\$550.00) per month, payable in advance on or before _____ 1, 2013 and on the first day of each month thereafter. In the event that the monthly rent payment is not paid within _____ (___) days of the due date, there shall be added to the rental amount a late charge of five percent (5%) of the payment amount.

4. OPTION TO EXTEND:

At the expiration of the primary term of this Lease, provided Lessee shall not be in default in the payment of rent or the performance of any of the covenants on its part to be performed, and except as hereinafter provided, Lessee shall have the option to renew this Lease for an additional term of three (3) years, upon giving written notice of the intention to renew to Lessor not less than ninety (90) days prior to expiration of the primary term. The terms and conditions on the renewal term shall be the same as set forth herein, except as to rent. Upon being notified of Lessee's intention to renew, Lessor shall advise Lessee of the rental amount for the renewal term not less than sixty (60) days prior to the expiration of the primary term; Lessee shall then notify Lessor not less than forty-five (45) days prior to expiration of the primary term whether Lessee shall elect to renew at the new rental rate. Provided, however, that if the Lessor intends to use the Property for its own uses at the expiration of the primary term, it shall notify Lessee in writing not less than six (6) months prior to the expiration of the primary term, in which

event the option to renew contained herein shall become null and void and in no further force and effect.

5. ASSIGNMENT:

Lessees shall not assign this lease or sublet the described Property or any part thereof, without the written consent of Lessor, which consent shall not be unreasonably withheld.

6. USE:

The Property shall be used as office space for the Lessee's doing survey business. No other use of the Property shall be permitted without the prior express written consent of Lessor. No use of the Property may be maintained that would be in violation of any contractual obligation or duty of Lessor. Lessor shall have the right to terminate this Lease when in its judgment the Lessee is no longer using the Property for the approved use stated above.

7. PARKING:

Lessee shall have use of a maximum of two (2) unreserved parking spaces in the Courthouse parking lot. Such use is not exclusive, and available parking spaces from day to day shall not be guaranteed. Overnight parking shall be prohibited on the paved areas of the courthouse lot, but shall be permissible on the unpaved gravel portion behind the old library.

8. UTILITIES:

During the term of this Lease, costs of electricity are included in the monthly rental term. Lessee shall be responsible for arranging and paying for phone service.

9. REPAIRS AND MAINTENANCE:

Lessee agrees to maintain the Property in a good and sufficient state of repair, and in a clean and healthy condition, loss by fire and ordinary wear and tear excepted.

Lessor agrees that during the term of this Lease and any renewal thereof, Lessor shall do the following:

- (a) Keep the exterior walls in proper and substantial repair;
- (b) Keep the roof in proper and substantial repair;
- (c) Keep the heating system in proper and substantial repair; and
- (d) Maintain the exterior appearance of the building, including paint, windows and landscaping.

It is agreed by the parties that Lessor is not an insurer and that Lessor's responsibility and liability for each of the terms of maintenance and repair set forth above shall be to make the proper repairs within a reasonable time after the necessity, nature, and location thereof has been called to Lessor's attention by Lessee.

10. EXTERIOR SIGNAGE:

The Lessee shall have the right to place and maintain on the exterior of the Property, at its own expense, necessary or appropriate identification signs, in conformance with any regulations for such established by the Town of Berryville, Virginia; provided, however, that no such sign shall be placed without the prior approval of Lessor as to design and location, which approval shall not be unreasonably withheld.

11. IMPROVEMENTS:

- A. Improvements by Lessee: Lessee shall have the right to make modifications and improvements to the Property to adapt it for Lessee's use of the Property as described above. However, no alterations of the building will be permitted

without prior written consent of Lessor, which consent will not be unreasonably withheld.

B. **Improvements by Lessor:** Lessor is under no obligation to make any improvements to Property. Lessee accepts Property as-is. Lessor reserves the right to address any exterior building features that it deems compromised or in disrepair by repairing or removing the feature.

12. **DAMAGE OR DESTRUCTION:**

If the leased premises shall, without fault of Lessee, be destroyed or be so damaged as to become wholly or partially untenable by fire or by providential means, then, if the Lessor shall elect to rebuild or repair, this lease shall remain in force and Lessor shall rebuild or repair the premises within a reasonable time after such election, putting premises in as good condition as they were at time of destruction or damage, and for that purpose they may enter said premises, and rent shall abate during time the premises are untenable; but if Lessor does not elect, as aforesaid, to rebuild or repair, then Lessor shall have possession of the premises hereby let, Lessee shall deliver and surrender to Lessor possession of the premises, this lease shall terminate, and the Lessee shall have no obligation for the payment of rent from the date the premises became wholly or partially untenable.

13. **DEFAULT:**

If any rent shall be due or unpaid for a period of twenty (20) days, or if default shall be made in any of the conditions or covenants herein contained, and if such a default should continue for thirty (30) days after written notification thereof is given to

Lessee, Lessor shall have the right to terminate this lease and to recover any amounts due and owing by Lessee upon termination.

14. INSURANCE:

A. Property Insurance:

Lessor shall maintain in full force and effect during the term of this Lease Agreement a policy of hazard insurance on the Property at Lessor's sole cost and expense, to its full insurable value. Such policy shall be sufficient to protect against loss incurred by damage or destruction by fire or other perils covered by the standard form of extended coverage endorsements to fire insurance policies in the Commonwealth of Virginia in effect at the time the policy is obtained.

Lessee shall be solely responsible for maintaining contents insurance for Lessee's personal property and equipment, should Lessee be so advised.

B. Liability Insurance

Lessee shall maintain in effect throughout the terms of this Lease, and any extension thereof, general public liability insurance coverage with limits of at least One Million and 00/100 Dollars (\$1,000,000.00). Lessee shall annually provide Lessor with a proof of such insurance coverage. Lessor shall be listed as an additional named insured under said policy. The policy shall be subject to the term and condition that it shall not be cancelled prior to thirty (30) day written notice to Lessor. Failure to obtain or maintain such insurance shall be grounds for termination of this Lease Agreement by Lessor without further notice to Lessee.

15. INDEMNIFICATION:

Lessee agrees to indemnify and hold Lessor harmless from any and all liability, cost, expense, including attorney's fees, which the Lessor may or shall be required to pay or undertake as a result of the use, occupancy and operation of the Property by the Lessee under this Lease.

16. NOTICES:

Any notice, invoice, statement, instructions, or direction required or permitted by this Lease Agreement shall be addressed as follows:

- a. To the Lessor: David Ash, County Administrator
101 Chalmers Court, Suite B
Berryville, VA 22611
- b. To the Lessee: W. Stuart Dunn
Dunn Land Surveys, Inc.
106 North Church Street
Berryville, VA 22611

or to such other address or addresses as shall at any time or from time to time be specified by any Party by written notice to the other Party.

17. MODIFICATION OF AGREEMENT:

Any modification of this agreement or additional obligation assumed by either party in connection with this Lease Agreement shall be binding only if evidenced in writing and signed by each party or an authorized representative of each party.

18. MISCELLANEOUS:

A. Entire Agreement:

This Lease Agreement shall constitute the entire agreement between Lessor and Lessee. Any prior understanding or representation of any kind preceding the date of this agreement shall not be binding upon either party except to the extent to the extent incorporated in this Agreement. Lessee has had the opportunity to have this Lease Agreement reviewed by independent legal counsel of his choosing.

B. Governing Law:

This Lease Agreement shall be governed by, construed, and enforced in accordance with the laws of the Commonwealth of Virginia, and any action brought to enforce its provisions shall be brought in the Circuit Court of Clarke County, Virginia.

C. Provisions Several:

The provisions of the Lease Agreement are several, and should a court of competent jurisdiction declare that any one or more of the provisions is unenforceable, the remainder shall remain in full force and effect.

D. Attorneys' Fees:

In the event that any legal action is taken in relation to this Lease Agreement, the unsuccessful party in the action shall pay to the successful party in addition to all sums that either party may be called on to pay, a reasonable sum for the successful party's attorney's fees.

WITNESS the following signatures and seals:

COUNTY OF CLARKE, VIRGINIA, Lessor

By: _____

W. Stuart Dunn, Lessee

By: _____

DRAFT

Clarke County

dash@clarkecounty.gov

office lease

From : dunnland1@verizon.net

Thu, Mar 07, 2013 10:20 AM

Subject : office lease

To : dash@clarkecounty.gov

Dave

My insurance carrier has no issues with the lease.

They would like to know the are of the footprint of the building (I already have that),
useful space and the year the building was built.

You can have Archana send me the revised lease. I will initial and get it back to you.

Stuart

THIS LEASE AGREEMENT is made and entered into this _____ day of _____, 2013, by and between **THE COUNTY OF CLARKE COUNTY, VIRGINIA**, a political subdivision of the Commonwealth of Virginia, hereinafter called the Lessor, and **HELP WITH HOUSING, INC.**, a non-profit organization, hereinafter called the Lessee.

WITNESSETH:

WHEREAS, Lessor is the owner of that certain lot or parcel of improved real property located on the north side of East Main Street in the Town of Berryville, Clarke County, Virginia, bounded by the said East Main Street (formerly Virginia Highway No. 7) on the South, by Gantt W. Miller, III, formerly the property of H. Deahl, on the East, and by other property of the County of Clarke on the West, being the same property devised to Herman Bell Lloyd by Lula B. Lloyd whose Will is of record in the Office of the Clerk of the Circuit Court of Clarke County, Virginia in Will Book 39 at Page 398 and being the identical parcel conveyed to Lula Lloyd by deed from C. J. Enders, Sr., Executor of Cora Viola Enders of record in the aforesaid Clerk's office and recorded in the Office of the Clerk of the Circuit Court of Clarke County, Virginia, in Deed Book 158 at Page 532, said lot being designated for street purposes as 36 East Main Street, Berryville, Virginia; and

WHEREAS, Lessor wishes to lease a portion of the above-described property, beginning at an iron rod, a corner to Gantt W. Miller, III and Korliss K. Miller in the Northern line of East Main Street, Virginia Route no. 7 (business); thence with the Northern line of East Main Street North 48° 02' 02" West 44.19 feet to an iron rod; thence departing the Northern line of East Main Street and with a new line through the

land of County of Clarke, Virginia (Tax Map 14A2-A-75) for the following three courses: North 37° 08' 25" East 51.05 feet to an iron rod; thence North 40° 31' 19" East 56.41 feet to an iron rod; thence North 23° 14' 43" East 44.10 feet to an iron rod in the line of County of Clarke, Virginia (Tax Map 14A2-A-74); thence with County of Clarke, Virginia (Tax Map 14A2-A-74) North 40° 37' 18" East 29.34 feet to an iron rod; thence with a new line through the land of County of Clarke, Virginia (Tax Map 14A2-A-75) South 48° 02' 03" East 62.63 feet to an iron rod in the line of Gantt W. Miller, III and Korliss K. Miller; thence with Gantt W. Miller, III and Korliss K. Miller South 41° 17' 00" West 178.38 feet to the point of beginning, the area being 9,212 square feet as surveyed and described by Dunn Land Surveys, Inc., and known as the "Old Library;" and

WHEREAS, Lessee is a non-profit organization dedicated to assisting individuals and families in need in and around Clarke County, Virginia; and

WHEREAS, Lessee wishes to lease the above-described portion of property to centralize operations and maintain the organization's resources, and the parties have agreed upon the terms of such Lease.

NOW, THEREFORE, for and in consideration of the rental sums reserved hereunder and the mutual promises and covenants herein contained, Lessor does hereby lease to Lessee the above-described portion of property consisting of the house and the surrounding land, which is hereinafter referred to as the "Property," upon the following terms and conditions:

1. TERM:

The term of this lease shall be five (5) years commencing upon the date Lessee takes occupancy and possession of the Property.

2. RENT:

As rental for the leased premises, Lessees shall pay to Lessor the sum of One Hundred Dollars (\$100.00) per year, payable in advance on or before July 1, 2013 and on the first day of July of each succeeding year thereafter. If the term of this Lease Agreement shall commence on a date other than July 1, 2013, the rental sums shall be prorated and paid on the commencement date of the lease. In the event that the annual rent payment is not paid within fifteen (15) days of the due date, there shall be added to the rental amount a late charge of five percent (5%) of the payment amount.

3. OPTION TO EXTEND:

At the expiration of the primary term of this Lease, provided Lessee shall not be in default in the payment of rent or the performance of any of the covenants on its part to be performed, and except as hereinafter provided, Lessee shall have the option to renew this Lease for an additional term of five (5) years, upon giving written notice of the intention to renew to Lessor not less than ninety (90) days prior to expiration of the primary term. The terms and conditions on the renewal term shall be the same as set forth herein, except as to rent. Upon being notified of Lessee's intention to renew, Lessor shall advise Lessee of the rental amount for the renewal term not less than sixty (60) days prior to the expiration of the primary term; Lessee shall then notify Lessor not less than forty-five (45) days prior to expiration of the primary term whether Lessee shall elect to renew at the new rental rate. Provided, however, that if the Lessor intends to use the Property for its own uses at the expiration of the primary term, it shall notify Lessee in

writing not less than one (1) year prior to the expiration of the primary term, in which event the option to renew contained herein shall become null and void and in no further force and effect.

4. ASSIGNMENT:

Lessee is permitted to sublet and share the Property solely with FISH OF CLARKE COUNTY, a private non-profit organization that assists individuals and families in need in and around Clarke County, hereinafter called the Sub-Lessee.

Lessee shall not assign this lease or sublet the described Property or any part thereof to any other entity without the written consent of Lessor, which consent shall not be unreasonably withheld.

5. USE:

The Property shall be used as office space for the Lessee and Sub-Lessee to centralize their operations and maintain their organizations' resources. No other use of the Property shall be permitted without the prior express written consent of Lessor. No use of the Property may be maintained that would be in violation of any contractual obligation or duty of Lessor. Lessor shall have the right to terminate this Lease when in its judgment, Lessee is no longer using the Property for the approved uses stated above, or when the organization of the Lessee becomes inactive or unable to regularly use and maintain the Property for the approved purposes stated above.

6. UTILITIES AND HEAT:

During the term of this Lease, Lessee shall be responsible for arranging and paying for all utilities (electricity, phone, water and sewer) and for fuel costs for heat (oil and/or gas).

7. BASEMENT:

Lessor discloses and Lessee acknowledges that the basement of the Property is subject to water and moisture infiltration especially in instances of heavy stormwater. Such condition is mitigated and managed by a sump pump.

Lessee is hereby put on notice that no guarantee is made by Lessor as to the fitness or usefulness of the Property's basement area for storage of any items that might be compromised by exposure to or contact with moisture.

8. PARKING:

Three (3) parking spaces in the gravel lot directly behind the Property shall be reserved exclusively for Lessee's use. Lessor shall mark such spaces with appropriate signs or other markings. All other parking shall be subject to availability of shared use spaces in the gravel lot and unreserved spaces in the paved courthouse parking lot.

The gravel lot may be accessed by vehicular traffic from Church Street by way of the courthouse parking lot or from East Main Street by way of the driveway located on 34 East Main Street to the west of the Property.

Lessor shall provide for snow removal from the gravel lot in accordance with Lessor's established snow/ inclement weather maintenance plan. All other snow removal shall be the sole responsibility of Lessee.

9. GRASSY AREA:

Upon notification to Lessor to determine availability, Lessee and Sub-Lessee are authorized to use of the grassy area owned by Lessor located beyond the gravel lot for certain of their organizations' events.

Lessee shall be solely responsible for damage or liability arising from such use of the space.

10. REPAIRS AND MAINTENANCE:

Lessee agrees to maintain the Property in a good and sufficient state of repair, and in a clean and healthy condition, loss by fire and ordinary wear and tear excepted.

Lessee agrees that during the term of this Lease and any renewal thereof, Lessee shall do the following:

- (a) Maintain exterior landscaping, including mowing the lawn of the Property;
- (b) Keep the interior plumbing systems in proper and substantial repair, including completing renovation of the upstairs bathroom facility;

Lessor agrees that during the term of this Lease and any renewal thereof, Lessor shall do the following:

- (a) Keep the exterior walls in proper and substantial repair;
- (b) Keep the roof in proper and substantial repair;
- (c) Keep the heating system in proper and substantial repair; and
- (d) Maintain the exterior appearance of the building, including siding, paint, and

windows.

It is agreed by the parties that Lessor is not an insurer and that Lessor's responsibility and liability for each of the terms of maintenance and repair set forth above shall be to make the proper repairs within a reasonable time after the necessity, nature, and location thereof has been called to Lessor's attention by Lessee.

11. EXTERIOR SIGNAGE:

All signage must comply with requirements and restrictions imposed by the Town of Berryville.

- A. **Permanent Signs**: The Lessee shall have the right to place and maintain on the exterior of the Property, at its own expense, necessary or appropriate signs identifying the organizations located therein; provided, however, that no such sign shall be placed without the prior approval of Lessor as to design and location, which approval shall not be unreasonably withheld.
- B. **Temporary Signs**: The Lessee and Sub-Lessee shall have the right to place, from time to time, on the exterior of the Property, at their own expense, appropriate signs advertising certain of the organizations' events that are of interest to the public; provided, however, that no such sign shall be placed without the prior approval of Lessor as to design and location, which approval shall not be unreasonably withheld.

12. **IMPROVEMENTS**:

- A. **Improvements by Lessees**: Lessee shall have the right to make modifications and improvements to the Property to adapt it for Lessee's and Sub-Lessee's uses of the Property as described in Paragraph 5 above. No structural alterations of the building will be permitted without prior written consent of Lessor, which consent will not be unreasonably withheld. All interior work shall be subject to all Building Code and local permitting requirements.

- a. **Porch**: Lessor discloses and Lessee acknowledges that the porch on the back of the building, though structurally sound, is in a state of

disrepair and not currently suitable for Lessee's or Sub-Lessee's use. Lessee is authorized to make a determination of the utility of such space and, upon written consent of Lessor, to improve or remove, at Lessee's expense, such porch in compliance with any Building Code and local permitting requirements. If the porch is removed, it shall be replaced with a suitable means of egress from the second floor of the building, such as a deck with a staircase.

- B. **Improvements by Lessor:** Lessor is under no obligation to make any improvements to Property. Lessee accepts Property as-is. Lessor reserves the right to address any exterior building features that it deems compromised or in disrepair by repairing or removing the feature.

13. **DAMAGE OR DESTRUCTION:**

If the leased premises shall, without fault of Lessees, be destroyed or be so damaged as to become wholly or partially untenable by fire or by providential means, then, if the Lessor shall elect to rebuild or repair, this lease shall remain in force and Lessor shall rebuild or repair the premises within a reasonable time after such election, putting premises in as good condition as they were at time of destruction or damage, and for that purpose they may enter said premises, and rent shall abate during time the premises are untenable; but if Lessor does not elect, as aforesaid, to rebuild or repair, then Lessor shall have possession of the premises hereby let, Lessee shall deliver and surrender to Lessor possession of the premises, this lease shall terminate, and the Lessee shall have no obligation for the payment of rent from the date the premises became wholly or partially untenable.

14. DEFAULT:

If any rent shall be due or unpaid for a period of twenty (20) days, or if default shall be made in any of the conditions or covenants herein contained, and if such a default should continue for thirty (30) days after written notification thereof is given to Lessees, Lessor shall have the right to terminate this lease and to recover any amounts due and owing by Lessees upon termination.

15. INSURANCE:

A. Property Insurance:

Lessor shall maintain in full force and effect during the term of this Lease Agreement a policy of hazard insurance on the Property at Lessor's sole cost and expense, to its full insurable value. Such policy shall be sufficient to protect against loss incurred by damage or destruction by fire or other perils covered by the standard form of extended coverage endorsements to fire insurance policies in the Commonwealth of Virginia in effect at the time the policy is obtained.

Lessee shall be solely responsible for maintaining contents insurance for Lessee's personal property and equipment, should Lessee be so advised.

B. Liability Insurance

Lessee shall maintain in effect throughout the terms of this Lease, and any extension thereof, general public liability insurance coverage with limits of at least One Million and 00/100 Dollars (\$1,000,000.00). Lessee shall annually provide Lessor with a proof of such insurance coverage. Lessor shall be listed as an additional named insured under said policy. The policy shall be subject to the term and condition that it shall not be cancelled prior to thirty (30) day written

notice to Lessor. Failure to obtain or maintain such insurance shall be grounds for termination of this Lease Agreement by Lessor without further notice to Lessees.

16. INDEMNIFICATION:

Lessee agrees to indemnify and hold Lessor harmless from any and all liability, cost, expense, including attorney's fees, which the Lessor may or shall be required to pay or undertake as a result of the use, occupancy and operation of the Property by the Lessee under this Lease.

17. NOTICES:

Any notice, invoice, statement, instructions, or direction required or permitted by this Lease Agreement shall be addressed as follows:

a. To the Lessor: David Ash, County Administrator
101 Chalmers Court, Suite B
Berryville, VA 22611

b. To the Lessee: _____
Help with Housing, Inc

or to such other address or addresses as shall at any time or from time to time be specified by any Party by written notice to the other Party.

18. MODIFICATION OF AGREEMENT:

Any modification of this agreement or additional obligation assumed by either party in connection with this Lease Agreement shall be binding only if evidenced in writing and signed by each party or an authorized representative of each party.

19. MISCELLANEOUS:

A. Entire Agreement:

This Lease Agreement shall constitute the entire agreement between Lessor and Lessee. Any prior understanding or representation of any kind preceding the date of this agreement shall not be binding upon either party except to the extent to the extent incorporated in this Agreement.

B. Governing Law:

This Lease Agreement shall be governed by, construed, and enforced in accordance with the laws of the Commonwealth of Virginia, and any action brought to enforce its provisions shall be brought in the Circuit Court of Clarke County, Virginia.

C. Provisions Several:

The provisions of the Lease Agreement are several, and should a court of competent jurisdiction declare that any one or more of the provisions is unenforceable, the remainder shall remain in full force and effect.

D. Attorneys' Fees:

In the event that any legal action is taken in relation to this Lease Agreement, the unsuccessful party in the action shall pay to the successful party in addition to all sums that either party may be called on to pay, a reasonable sum for the successful party's attorney's fees.

WITNESS the following signatures and seals:

COUNTY OF CLARKE, VIRGINIA, Lessor

By: _____

HELP WITH HOUSING, INC., Lessee

By: _____

DRAFT

MEMORANDUM

TO: Clarke County Board of Supervisors

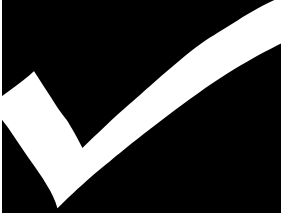
FR: Thomas Judge, Director of Joint Administrative Services

DT: March 14, 2013

RE: *Setting of Public Hearing for Conservation Easement Purchases*

There are three Conservation Easement purchases that are near closing: Arkfield, and two Moore and Dorsey properties. The total expenditure for these easements is \$805,282. The local share for the three purchases, \$37,492, is budgeted, along with \$1,811 for the local share of closing costs. It is necessary to increase expenditures and revenue to account for the portion of the purchases associated with funding from Farm and Ranchland Protection, Virginia Land Conservation, Virginia Department of Agriculture and Consumer Services, and the Piedmont Environmental. This will retain an appropriation of \$76,176 of local funds, as a portion of the \$378,872 balance of local amounts in the fund, thereby enabling future matches. To accomplish this, the following action is recommended:

“Be it resolved that a public hearing be set on April 16, at 6:30 pm or as soon as the matter may be heard, for the purpose of amending the FY 13 budget to increase expenditures and appropriations by \$766,079, and to recognize revenue from State, Federal, and private sources in the amount of \$766,079, all for the purpose of purchasing conservation easements on three properties located in the County of Clarke.”



Personnel Committee Items
March 11, 2013
Second Floor, Meeting Room AB
Berryville/Clarke County Government Center
101 Chalmers Court, Berryville, Virginia 22611

Item No.

Description

A. Expiration of Term for appointments expiring through June 2013.

3/11/2013 Summary: The Personnel Committee discussed potential appointments to various boards and:

- Endorsed the recommendation of Supervisor David Weiss to appoint Douglas M. Kruhm to the unexpired term of Richard Thuss, Clarke County Planning Commission Buckmarsh District, effective immediately and expiring April 30, 2014.
- Recommends the appointment of Ralph M. Welliver to the Clarke County Sanitary Authority to fill the unexpired term of Harry C. Jones appointment expiring June 30, 2016
- Recommends the appointment of George Ohrstrom, II to serve a three-year term on the Berryville Area Development Authority expiring March 31, 2016.

Appointments by Expiration Through June 2013

Appt Date Exp Date Orig Appt Date:

November 2012

Clarke County Historic Preservation Commission 4 Yr

Bieschke John K. White Post 4/21/2009 11/30/2012 2/19/1991

Resigned / Retired effective 11/30/2012 expires 5/31/2013

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

Clarke County Planning Commission

Thuss Richard Buckmarsh / Battletown 4/20/2010 11/13/2012 9/15/2009

11/13/2012 Requested to be replaced on the PC; Term Expires 4/20/2014

Appointed by BOS; Oath of Office Required - Clerk of Circuit Court; Section 1-C-2 of the Zoning Ordinance states: "The Planning Commission shall consist of eleven members, appointed by the Board. Members of the Planning Commission shall be residents of the County, with there being 2 residents of each of the Board Election Districts. In addition, 1 member of the Commission shall be a member of the Board. Members of the Commission shall be qualified by knowledge and experience to make decisions on questions of community growth and development. At least 1/2 of the members of the Planning Commission shall be owners of real property in the County."

Clarke County Sanitary Authority

Jones Harry C. Secretary/Treasurer 7/17/2012 11/30/2012 4/16/1996

Retired 11/2012 Appointment Expires 6/30/2016

The board of the Authority shall be appointed by the BOS and shall be composed of 5 members, 1 of whom shall be a resident of the Town of Boyce, each for a term of 4 years and until his successor is appointed and qualifies except appointments to fill vacancies, which shall be for the remainder of such un-expired term. The Town may submit a nominee or nominees to the BOS for its consideration in making the appointment of the Boyce resident member. From VA Code 15.2-5113 D) Alternate board members may also be selected. Such alternates shall be selected in the same manner and shall have the same qualifications as the board members except that an alternate for an elected board member need not be an elected official. Oath of Office Required.

December 2012

Old Dominion Alcohol Safety Action Policy Board & Division of Court Services 3 Yr

Johnson Jerry L. 1/18/2011 12/31/2012 8/21/2007

Resigned 12/31/2012, term expires 12/31/2013

1 Clarke County Member

Old Dominion Community Criminal Justice Board

Johnson Jerry L. 1/18/2011 12/31/2012 8/15/2006

Resigned 12/31/2012, term expires 12/31/2013

1 Clarke County Member

March 2013

Berryville Area Development Authority 3 Yr

Ohrstrom, II George Russell 3/16/2010 3/31/2013 3/20/2007

3 members appointed by the BOS and 3 members appointed by the BTC; Membership set by the County/Town Annexation Agreement of 1988

			<i>Appt Date</i>	<i>Exp Date</i>	<i>Orig Appt Date:</i>
Board of Social Services		4 Yr			
Overbey	William		7/17/2012	3/31/2013	2/21/2012
Resignation effective 3/31/2013 - term expires 7/15/2016					
Appointed by BOS; 2 Term Limit; Oath of Office Required - Clerk of Circuit Court; BOS appoints 3 qualified citizens of the county, 1 of whom may be a member of the BOS ; § 15.2-412.					

April 2013

Clarke County Library Advisory Council		4 Yr			
Holsher	Dirck		7/17/2012	4/15/2013	7/17/2012
10 Members and 1 BOS liaison					
Curran	Christopher		5/16/2006	4/15/2013	5/16/2006
10 Members and 1 BOS liaison					

Clarke County Planning Commission

Nelson	Clifford	Russell / Longmarsh	3/17/2009	4/30/2013	4/19/2005
Appointed by BOS; Oath of Office Required - Clerk of Circuit Court; Section 1-C-2 of the Zoning Ordinance states: "The Planning Commission shall consist of eleven members, appointed by the Board. Members of the Planning Commission shall be residents of the County, with there being 2 residents of each of the Board Election Districts. In addition, 1 member of the Commission shall be a member of the Board. Members of the Commission shall be qualified by knowledge and experience to make decisions on questions of community growth and development. At least 1/2 of the members of the Planning Commission shall be owners of real property in the County."					

Caldwell	Anne	Millwood / Chapel; Vice Chair	4/21/2009	4/30/2013	12/17/2002
12/17/02 Appointed to Zoning Appeals					
Appointed by BOS; Oath of Office Required - Clerk of Circuit Court; Section 1-C-2 of the Zoning Ordinance states: "The Planning Commission shall consist of eleven members, appointed by the Board. Members of the Planning Commission shall be residents of the County, with there being 2 residents of each of the Board Election Districts. In addition, 1 member of the Commission shall be a member of the Board. Members of the Commission shall be qualified by knowledge and experience to make decisions on questions of community growth and development. At least 1/2 of the members of the Planning Commission shall be owners of real property in the County."					

Conservation Easement Authority

Ohrstrom, II	George	Planning Commission Rep	4/20/2010	4/30/2013	7/15/2003
Appointed PC Rep 10/20/2009					
Board of Directors 7 members, appointed by the BOS, to be comprised of 1 member from the BOS, 1 member from the PC and 5 Clarke County citizen members. At the first meeting of the BOS each calendar year, beginning the Board shall appoint 1 member from the membership of the BOS for a term of 1 year beginning Jan 1; 1 member from the Planning Commission for a 1 year term beginning May 1; and a member or members to fill expiring citizen member terms, for a term of three (3) years beginning Jan 1. Oath of Office Required.					

May 2013

				<i>Appt Date</i>	<i>Exp Date</i>	<i>Orig Appt Date:</i>
Clarke County Historic Preservation Commission				4 Yr		
Baker	H.M.	Russell		5/19/2009	5/31/2013	11/18/2003

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

June 2013

Lord Fairfax Emergency Medical Services Council				3 Yr		
Wagaman	Julie	Medical Professional		6/30/2010	6/30/2013	12/21/2010

Ms. Wagaman assumes position that began 6/30/2010

3 Clarke County Members; 3-year term; 1consecutive term limit; Each locality will be represented with at least 1 volunteer and 1 career EMS provider. The following classes and categories of individuals, organizations, and professions will be eligible as members of the Board: Consumers; Governmental Representatives; Hospital Administration; Physicians; Nurses; Rescue Squads and Fire Companies

Clarke County Committee Listing

			<i>Appt Date</i>	<i>Exp Date</i>
<i>Barns of Rose Hill Board of Directors</i>				3 Yr
Johnston	Bill		7/17/2012	12/31/2015
<i>Berryville Area Development Authority</i>				3 Yr
Boyles	Jerry	White Post	4/1/2012	3/31/2015
Ohrstrom, II	George	Russell	3/16/2010	3/31/2013
Smart	Kathy	White Post	3/20/2012	3/31/2014
<i>Berryville Area Development Authority Comprehensive Plan Committee</i>				Open-End
Hobert	J. Michael		1/7/2008	
McKay	Beverly		3/20/2012	
<i>Board of Septic & Well Appeals</i>				4 Yr
Blatz	Joseph	Citizen Member	4/17/2012	2/15/2016
Caldwell	Anne	Planning Commission Vice Chair - Alternate	1/11/2013	12/31/2013
Ohrstrom, II	George	Planning Commission Chair	1/11/2013	12/31/2013
Staelin	John	BOS - Appointed Member	1/15/2013	12/31/2013
Teetor	Alison	Staff Rep		
Weiss	David	BOS Vice Chair - Alternate	1/15/2013	12/31/2013
<i>Board of Social Services</i>				4 Yr
Brown	Dwight	2010 Vice Chair	7/15/2009	7/15/2013
Byrd	Barbara J.	BOS - Appointed Member	1/15/2013	12/31/2013
Overbey	William		7/17/2012	3/31/2013
Pierce	Edwin Ralph		2/21/2012	12/15/2014
Willingham	J. Lyndon		5/18/2010	7/15/2014
<i>Board of Supervisors</i>				4 Yr
Byrd	Barbara J.	Russell	1/1/2012	12/31/2015
Hobert	J. Michael	Chair, Berryville District	1/1/2011	12/31/2015
McKay	Beverly	White Post District	1/1/2012	12/31/2015
Staelin	John	Millwood/Pine Grove	1/1/2012	12/31/2015
Weiss	David	Vice Chair - Buckmarsh/Blue Ridge	1/1/2012	12/31/2015
<i>Board of Supervisors Finance Committee</i>				1 Yr
Byrd	Barbara J.	BOS - Alternate	1/15/2013	12/31/2013
Hobert	J. Michael	BOS - Appointed Member	1/15/2013	12/31/2013
McKay	Beverly	BOS - Alternate	1/15/2013	12/31/2013
Staelin	John	BOS - Alternate	1/15/2013	12/31/2013
Weiss	David	BOS - Appointed Member	1/15/2013	12/31/2013

Monday, March 04, 2013

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			<i>Appt Date</i>	<i>Exp Date</i>
<i>Board of Supervisors Personnel Committee</i>				1 Yr
Byrd	Barbara J.	BOS - Appointed Member	1/15/2013	12/31/2013
Hobert	J. Michael	BOS - Appointed Member	1/15/2013	12/31/2013
McKay	Beverly	BOS - Alternate	1/15/2013	12/31/2013
Weiss	David	BOS - Alternate	1/15/2013	12/31/2013
<i>Board of Zoning Appeals</i>				5 Yr
Borel	Alain F.	White Post	1/20/2009	2/15/2014
Caldwell	Anne	Millwood	1/19/2010	2/15/2015
Kackley	Charles	Russell	2/12/2008	2/15/2018
Means	Howard	Millwood	12/14/2009	2/15/2016
Volk	Laurie	Russell	1/20/2009	2/15/2014
<i>Clarke County Historic Preservation Commission</i>				4 Yr
Baker	H.M.	Russell	5/19/2009	5/31/2013
Bieschke	John K.	White Post	4/21/2009	11/30/2012
Carter	Paige	White Post	5/15/2012	5/31/2016
Fields	Betsy	Berryville District	5/15/2012	5/31/2016
Gilpin	Thomas T.	White Post	5/18/2010	5/31/2014
Hiatt	Marty	Buckmarsh/Blue Ridge	6/19/2007	5/31/2015
Nelson	Clifford	Russell/Planning Commission Rep	1/11/2013	4/30/2014
<i>Clarke County Industrial Development Authority</i>				4 Yr
Armbrust	Wayne	Vice Chair	8/19/2008	10/30/2016
Cochran	Mark		10/18/2011	10/30/2013
Frederickson	Allan	Secretary / Treasurer White Post	12/15/2009	10/30/2013
Jones	Paul	Russell District	5/15/2012	10/30/2015
Juday	David	Chair	12/21/2010	10/30/2014
Pierce	Rodney		8/19/2008	10/30/2016
Staelin	John	BOS - Liaison	1/15/2013	12/31/2013
<i>Clarke County Library Advisory Council</i>				4 Yr
Al-Khalili	Adeela		4/19/2011	4/15/2015
Badanes	Joyce		4/20/2010	4/15/2014
Byrd	Barbara J.	BOS - Liaison	1/15/2013	12/31/2013
Curran	Christopher		5/16/2006	4/15/2013
Daisley	Shelley		7/17/2012	4/15/2016
Foster	Nancy		4/17/2012	4/15/2016
Kalbian	Maral		4/19/2011	4/15/2015
Meeks	Robert B.		4/19/2011	4/15/2015
Zinman	Maxine		4/19/2011	4/15/2015
<i>Clarke County Litter Committee</i>				1 Yr

			<i>Appt Date</i>	<i>Exp Date</i>
Staelin	John	BOS - Liaison	1/15/2013	12/31/2013
Teetor	Alison	Staff Rep		
<i>Clarke County Planning Commission</i>				<i>4 Yr</i>
Bouffault	Robina Rich	White Post / Greenway	5/15/2012	4/30/2016
Brumback	Clay	White Post / Greenway	6/15/2010	4/30/2014
Caldwell	Anne	Millwood / Chapel; Vice Chair	4/21/2009	4/30/2013
Kreider	Scott	Buckmarsh / Battletown	5/15/2012	4/30/2016
McFillen	Thomas	Berryville / Berryville	5/1/2010	4/30/2014
Nelson	Clifford	Russell / Longmarsh	3/17/2009	4/30/2013
Ohrstrom, II	George	Russell / Longmarsh; Chair	4/19/2011	4/30/2015
Staelin	John	BOS - Appointed Member	1/15/2013	12/31/2013
Steinmetz, II	William	Berryville / Berryville	5/15/2012	4/30/2016
Thuss	Richard	Buckmarsh / Battletown	4/20/2010	11/13/2012
Turkel	Jon	Millwood / Chapel	9/15/2011	4/30/2015
<i>Clarke County Sanitary Authority</i>				<i>4 Yr</i>
Dunning, Jr.	A.R.	White Post District Member	12/15/2009	1/5/2014
Jones	Harry C.	Secretary/Treasurer	7/17/2012	11/30/2012
Legge	Michael	Staff Representative		
Mackay-Smith, Jr.	Alexander	Vice Chair	1/15/2013	1/5/2017
Myer	Joe	Town of Boyce	2/21/2012	1/5/2016
Staelin	John	BOS - Liaison	1/15/2013	12/31/2013
Williams	Ian R.	Chair	1/15/2013	1/5/2017
<i>Conservation Easement Authority</i>				<i>3 Yr</i>
Buckley	Randy	White Post	1/1/2011	12/31/2013
Engel	Peter		1/15/2013	12/31/2015
Mackay-Smith	Wingate E.	Chair	1/1/2011	12/31/2013
Ohrstrom, II	George	Planning Commission Rep	4/20/2010	4/30/2013
Teetor	Alison	Clerk - Staff Representative		
Thomas	Walker	Fills unexpired term of Pat McKelvy	11/20/2012	12/31/2015
Wallace	Laure		10/18/2011	12/31/2013
Weiss	David	BOS - Appointed Member	1/15/2013	12/31/2013
<i>Constitutional Officer</i>				
Butts	Helen	Clerk of the Circuit Court	1/1/2008	12/31/2015
Keeler	Sharon	Treasurer	1/1/2012	12/31/2015
Mackall	Suzanne	Commonwealth Attorney	1/1/2012	12/31/2015
Peake	Donna	Commissioner of the Revenue	1/1/2012	12/31/2015
Roper	Anthony	Sheriff	1/1/2012	12/31/2015

County Administrator

Monday, March 04, 2013

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			<i>Appt Date</i>	<i>Exp Date</i>
Ash	David L.	County Administrator	3/19/1991	
<i>Economic Development Advisory Committee</i>				4 Yr
Barb	Jim	Real Estate Rep, Business Owner	11/17/2009	12/31/2013
Conrad	Bryan H.	Agriculture, Fire & Rescue	1/1/2011	12/31/2014
Dunkle	Christy	Town of Berryville Rep	2/21/2012	12/31/2015
Hillerson	Jay	Business Owner	9/15/2009	12/31/2013
Milleson	John R.		8/16/2011	12/31/2014
Myer	Dr. Eric	Agriculture Rep, Business Owner	1/1/2011	12/31/2014
Pritchard	Elizabeth	Hospitality Industry	7/17/2012	8/31/2016
Staelin	John	BOS - Appointed Member	1/15/2013	12/31/2013
<i>Handley Regional Library Board</i>				4 Yr
Myer	Tamara	Town of Boyce	9/15/2009	11/30/2013
<i>Joint Administrative Services Board</i>				Open-End
Ash	David L.	County Administrator		
Hobert	J. Michael	BOS - Appointed Member	1/15/2013	12/31/2013
Judge	Tom	Staff Representative		
Keeler	Sharon	Treasurer		
Murphy	Michael	School Superintendent		
Schutte	Charles	School Board Representative	1/8/2012	12/31/2012
Weiss	David	BOS - Alternate	1/15/2013	12/31/2013
<i>Legislative Liaison and High Growth Coalition</i>				1 Yr
Hobert	J. Michael	BOS - Liaison	1/15/2013	12/31/2013
<i>Lord Fairfax Community College Board</i>				4 Yr
Daniel	William		7/1/2012	6/30/2016
<i>Lord Fairfax Emergency Medical Services Council</i>				3 Yr
Burns	Jason	Career Representative	7/17/2012	6/30/2015
Coffelt	Lee	Career Representative	9/27/2011	6/30/2014
Wagaman	Julie	Medical Professional	6/30/2010	6/30/2013
<i>Northern Shenandoah Valley Regional Commission</i>				1 Yr
McKay	Beverly	BOS - Appointed Member	1/15/2013	12/31/2013
Staelin	John	BOS - Alternate	1/15/2013	12/31/2013
Stidham	Brandon		2/19/2013	1/31/2016
<i>Northwestern Community Services Board</i>				3 Yr
Harris	Lucille		1/15/2013	12/31/2015
Stieg, Jr.	Robert		3/20/2012	12/31/2014
<i>Northwestern Regional Jail Authority</i>				1 Yr
Ash	David L.	BOS - Appointed Member	1/15/2013	12/31/2013

Monday, March 04, 2013

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			<i>Appt Date</i>	<i>Exp Date</i>
Byrd	Barbara J.	BOS - Liaison Alternate	1/15/2013	12/31/2013
Roper	Anthony	Sheriff	1/1/2012	12/31/2015
Wyatt	James		1/17/2012	12/31/2015
<i>Northwestern Regional Juvenile Detention Center Commission</i>				1 Yr
Byrd	Barbara J.	BOS - Liaison	1/15/2013	12/31/2013
Wyatt	James		1/15/2013	12/20/2016
<i>Old Dominion Alcohol Safety Action Policy Board & Division of Court Services</i>				3 Yr
Johnson	Jerry L.		1/18/2011	12/31/2012
<i>Old Dominion Community Criminal Justice Board</i>				3 Yr
Johnson	Jerry L.		1/18/2011	12/31/2012
<i>Our Health</i>				3 Yr
Shipe	Diane		3/15/2010	3/15/2013
<i>Parks & Recreation Advisory Board</i>				4 Yr
Heflin	Dennis	White Post Rep	1/15/2013	12/31/2016
Hobert	J. Michael	BOS - Liaison	1/15/2013	12/31/2013
Huff	Ronnie	Town of Berryville Rep	1/1/2012	12/31/2015
Jones	Paul	At-Large	1/1/2011	12/31/2014
Lichliter	Gary	Russell Rep	1/15/2013	12/31/2016
McCall	Michael A.	School Board Rep		12/31/2004
Rhodes	Emily	Buckmarsh	2/21/2012	12/31/2015
Sheetz	Daniel A.	Berryville	5/18/2010	12/31/2013
Trenary	Randy	School Board Representative	1/5/2012	12/31/2013
Wisecarver	Steve	Appointed by Town of Boyce	2/2/2010	12/31/2013
<i>People Inc. of Virginia</i>				3 Yr
Hillerson	Coleen	Clarke County Rep Board of Directors	8/17/2010	7/31/2013
<i>Regional Airport Authority</i>				1 Yr
Ash	David L.	BOS - Alternate	1/15/2013	12/31/2013
Crawford	John		7/17/2012	6/30/2016
McKay	Beverly	BOS - Liaison	1/15/2013	12/31/2013
<i>Shenandoah Area Agency on Aging, Inc.</i>				4 Yr
Edwards, Jr.	James N.		9/1/2012	9/30/2016
Hudson	John		8/17/2010	9/30/2014
<i>Shenandoah Valley Chief Local Elected Officials Consortium</i>				
Ash	David L.	BOS Designee for Chief Elected Official		
<i>The 150th Committee</i>				4 Yr

Monday, March 04, 2013

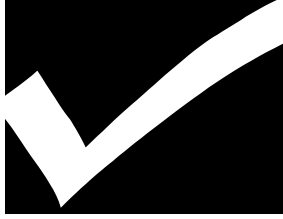
Page 5 of 6

			<i>Appt Date</i>	<i>Exp Date</i>
Al-Khalili	Adeela	Clarke County African-American Cultural Center / Josephine Community Museum	1/18/2011	12/31/2015
Davis	Dorothy	Clarke County African-American Cultural Center / Josephine Community Museum	1/18/2011	12/31/2015
Heder	Terence	Shenandoah Valley Battlefields Foundation	1/18/2011	12/31/2015
Kalbian	Maral	Community Representative	1/18/2011	12/31/2015
Lee	Jennifer	Clarke County Historic Museum Representative	1/18/2011	12/31/2015
McKay	Beverly	BOS - Appointed Member	1/15/2013	12/31/2013
Means	Howard	CCHA Representative	1/18/2011	12/31/2015
Morris	Mary	Clarke County Historic Museum Representative	1/18/2011	12/31/2015
Murphy	Michael	CCPS Representative	1/18/2011	12/31/2015
Russell	Jesse	Staff Representative Economic Development	1/18/2011	12/31/2015
Sours, Jr.	John	Community Representative	1/18/2011	12/31/2015
Stieg, Jr.	Robert		1/18/2011	12/31/2015

Warren-Clarke County Microenterprise Assistance Program Management Team

2 Yr

Blakeslee	Steve	County Representative	9/18/2012
Dunkle	Christy	Town of Berryville Representative	9/18/2012
Greene	Laurel	Town of Boyce Representative	9/18/2012
Hobbs	Robert	County Representative	9/18/2012
Hoffman	Michael	County Representative	9/18/2012
McIntosh	Charles	County Representative	9/18/2012
Myer	Dr. Eric	Designated Alternate	9/18/2012
Stidham	Brandon	County Representative	9/18/2012



Board of Supervisors Work Session

March 11, 2013 10:00 am

Second Floor, Meeting Room AB

Berryville/Clarke County Government Center

101 Chalmers Court, Berryville, Virginia 22611

*Item
No.*

Description

At the Monday, March 11, 2013 Board of Supervisors Work Session, the Board amended the agenda to add Items C and D.

A. Stormwater Management Program Update

3/11/2013 Summary: Brandon Stidham, with representatives from the Center for Watershed Protection, provided an update on the status of the County's stormwater management program. CWP employees complimented the Board on being ahead of the curve but explained that it would be wise to request a one-year extension on the implementation of the plan as many of DEQ's regulations were still in draft form and extra time would allow the County the opportunity to further investigate cost-sharing opportunities with other localities within the planning district. CWP employees agreed to provide information regarding "hot spot" remediation guidance to the Planning Department.

B. Welcome To Clarke County Signage

3/11/2013 Summary: Subsequent to discussing the need for additional signage, the Board directed that the two proposed signs be installed as planned on Route 7 East and Route 50 East and that the cost of installing additional signs be investigated and provided to the Board at their next regular meeting.

C. White Post Dairy Update on Manure Escape

3/11/2013 Summary: Alison Teetor updated the Board on the most recent issue regarding the accidental release of 5,000 to 10,000 gallons of manure from the White Post Dairy operation onto adjacent property. Board members discussed the continuing issues with the White Post Dairy operation and more particularly the apparent unwillingness of DEQ to adequately monitor and enforce operational regulations. Additional information and action by DEQ has been promised by week's end. The Board directed the Natural Resource Planner to update the Board at the regular meeting.

D. FY2014 Budget Discussion

3/11/2013 Summary: Board members were provided copies of the Finance Committee's work sheets and were briefed on the current status of the budget formulation process.



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: Stormwater Management Program Update

DATE: March 5, 2013

The purpose of this memo is to provide you with an update on the State's regulation of local stormwater management programs, how recently adopted regulations may impact the County's program, and current efforts by Planning Department Staff to meet applicable state mandates.

Legislation adopted during the 2012 General Assembly session now requires all Virginia counties to implement a state-approved stormwater management program no later than July 1, 2013 (or July 1, 2014 if granted a 12-month extension by the Virginia Soil and Water Conservation Board). The major new responsibility imposed on localities is the requirement that localities administer and enforce the State's general stormwater management permit – a goal of the General Assembly to combine state and local permit issuance and enforcement at the local level with the State retaining oversight authority over local programs. Compliance with the new state regulations requires submission of a local program review package that includes the following elements:

- Adopted stormwater management ordinance that meets all state-mandated criteria for both local stormwater reviews and issuance of the State's general permit.
- Staffing plan demonstrating that the locality has sufficient personnel for plans review, inspections, and program administration based on current and future projected workloads. This includes ongoing maintenance inspections of permanent stormwater management features.
- Funding plan to ensure that sufficient fees are collected to support the program. It should be noted that the State requires 28% of the fees collected by the locality to be remanded to the Virginia Department of Conservation (DCR).

Planning Department Staff has been working extensively over the past several months with staffs from the Northern Shenandoah Valley Regional Commission (NSVRC), DCR, and member localities on a regional effort to comply with these state mandates. To further this regional effort, NSVRC was awarded a grant at the end of 2012 in the amount of \$84,000 to provide technical support to the member localities towards establishing compliant stormwater management programs. Through this grant and other funding sources, NSVRC enlisted the Center for Watershed Protection (CWP) to help with ordinance reviews and revisions and the Environmental Finance Center (EFC) to aid in the development of staffing and funding plans.

In the near term, NSVRC will be submitting a regional request by April 1, 2013 for a one year extension to July 1, 2014 for Clarke County, the Town of Berryville, and the counties of Warren, Page, and Shenandoah. The package will include a progress report on the status of each jurisdiction's ordinance, staffing, and funding plans and a commitment to reach full compliance by July 1, 2014. By partnering with DCR staff, we have been able to gain assurances that this regional approach – including early submission of our extension request and progress report – will be viewed favorably and potentially held out as a model for other localities and regions to consider.

So what does this mean for Clarke County? Planning Staff is confident that the 2010 amendments to our current stormwater management ordinance will meet or exceed most of the new state mandated requirements and that any necessary changes to our ordinance should be minor. CWP staff has been reviewing our ordinance against the state requirements and will be issuing a report shortly containing both required and recommended amendments for consideration. At this time, Staff does not anticipate a need for additional positions to comply with state mandates due to our current and projected development levels and the fact that the Town of Berryville will be managing their own stormwater program. Staff is working with NSVRC to develop a regional third party inspections program that will also help to offset any potential need for additional staffing. Staff will also be working with EFC staff to ensure that our fee schedule will be sufficient for current and future program demands.

Planning Staff will be at the March 11 Board workshop meeting to discuss this effort in more detail, and CWP representatives will also be present to discuss their findings in reviewing our stormwater ordinance. If you have questions or concerns, please do not hesitate to contact me at 955-5130 or via email at bstidham@clarkecounty.gov.

Clarke County Welcome Signs

The Economic Development Advisory Committee has recommended that the County locate welcoming signs at both the entrance into Clarke County along Rt. 50 and Rt. 7 at the eastern most boundary of the County. The signage area will be slightly less than 48 square feet (9' x 5.5'). The signage area was based on the maximum size sign allowed by the Zoning Ordinance. The sign itself will be reinforced aluminum with white cedar post wrapped in white vinyl with gothic style finials. Materials were chosen for durability and to be relatively maintenance free. Colors will consist of green, white and blue as seen on the 4 options included with this report. The sign message will be simply "Welcome to Clarke County" and in slightly smaller letters along the bottom www.clarkecounty.gov.

Staff had poled both the BOS and the PC as to which options were preferred. Of those responding, option 1 and 2 were most preferred. Option 1 is a simple message with no design elements involved. Option 2, has the simple message but includes a design element of the mountains and a river.

The cost for each sign is \$1,410.80 for a total of \$2,821.60. Should the County wish to have Winchester Business Services, A Sign Place, install the signs, the cost per installation is \$275.00 or a total of \$550.00

Staff has met with VDOT in regard to locating the subject signs within VDOT's right of way and has given informal approval for such. Once the sign has been approved, staff will fill out the necessary paperwork with VDOT for formal approval.

The purpose of this signage is to help promote tourism within the County by welcoming the traveler into the County and providing them also with the County website address. Currently, VDOT places nearly obscure metal signs at the boundaries of each county but are easily missed by the traveler. Should a traveler refer to a map, they may know that they are near Boyce or Berryville but not the County that they are in. Therefore, these proposed signs will let the traveler know where they are and give them an opportunity to then visit our website. The County website contains information on all restaurants, all overnight lodging, all historical attractions, all cultural attractions and all outdoor attractions in the County along with all wineries in Clarke.

Option 1



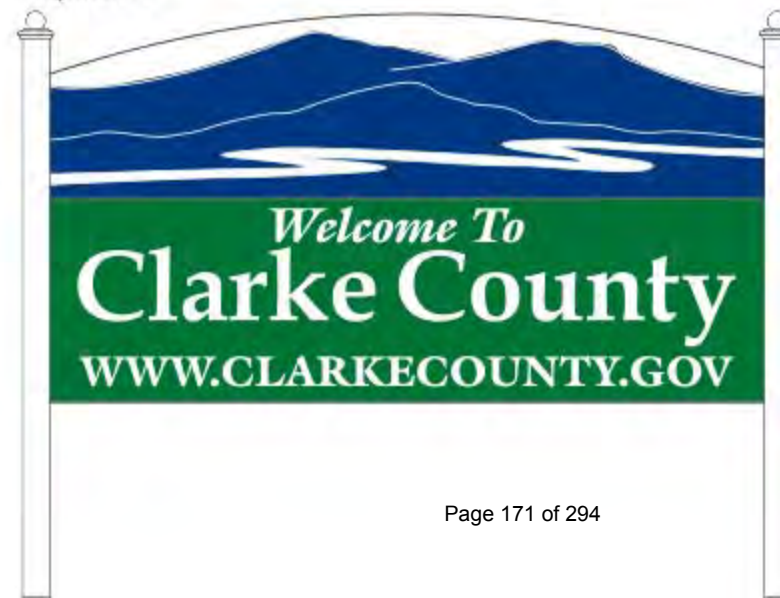
Option 3



Option 2



Option 4



Board of Supervisors
FY 14 Budget Process
March 11, 2013

DOCUMENTS

1. **Net Tax Funding (p. 1).**
2. **Requested Expenditure Budgets and Revenue Estimates (p. 2).**
3. **Clarke County Little League Funding Request (p. 10).**
4. **Local Government Obligation for Courts Funding (p. 11).**
5. **Unresolved issues:**
 - a. V-Stop Funding (awaiting word).
 - b. Board of Elections Funding (seeking answers).
 - c. Juvenile Detention Facility (should hear next week).
 - d. Sales Tax adjustment (before adoption).

CHANGES SINCE LAST VERSION

See right column in documents above.

Net Tax Funding

FUND	FY 2013 Budget	Variance	Percent Variance	FY 2014 Proposed
EXPENDITURE				
General	8,312,819	97,924	1.2%	8,410,743
Social Services	1,432,321	(69,262)	-4.8%	1,363,059
School Operating	20,542,386	95,212	0.5%	20,637,598
School Textbook	-	-	0.0%	-
School Food Service	754,252	6,760	0.9%	761,012
CSA	761,000	-	0.0%	761,000
Conservation Easement	150,000	(150,000)	-100.0%	-
Government Capital Projects	366,310	208,690	57.0%	575,000
School Capital Projects	504,200	223,963	44.4%	728,163
Government Debt Service	389,200	10,000	2.6%	399,200
School Debt Service	4,034,879	(146,260)	-3.6%	3,888,619
Joint Services Fund	542,520	(783)	-0.1%	541,737
Unemployment Compensation	25,000	-	0.0%	25,000
Total	37,814,887	276,244	0.7%	38,091,131
CATEGORICAL REVENUE				
General	2,444,408	287,010	11.7%	2,731,418
Social Services	955,261	(63,014)	-6.6%	892,247
School Operating	9,670,210	43,035	0.4%	9,713,245
School Textbook	-	-	0.0%	-
School Food Service	754,252	6,760	0.9%	761,012
CSA	351,000	-	0.0%	351,000
Conservation Easement	-	-	0.0%	-
Government Capital Projects	117,024	(117,024)	-100.0%	-
School Capital Projects	206,510	(52,510)	-25.4%	154,000
Government Debt Service	-	-	0.0%	-
School Debt Service	136,746	(17,738)	-13.0%	119,008
Joint Services Fund	3,000	-	0.0%	3,000
Unemployment Compensation	-	-	0.0%	-
Total	14,638,411	86,519	0.6%	14,724,930
NON-CATEGORICAL REVENUE REQUIRED				
General	5,868,411	(189,086)	-3.2%	5,679,325
Social Services	477,060	(6,248)	-1.3%	470,812
School Operating	10,872,176	52,177	0.5%	10,924,353
School Textbook	-	-	0.0%	-
School Food Service	-	-	0.0%	-
CSA	410,000	-	0.0%	410,000
Conservation Easement	150,000	(150,000)	-100.0%	-
Government Capital Projects	249,286	325,714	130.7%	575,000
School Capital Projects	297,690	276,473	92.9%	574,163
Government Debt Service	389,200	10,000	2.6%	399,200
School Debt Service	3,898,133	(128,522)	-3.3%	3,769,611
Joint Services Fund	539,520	(783)	-0.1%	538,737
Unemployment Compensation	25,000	-	0.0%	25,000
Total	23,176,476	189,725	0.8%	23,366,201
BUDGET BALANCING				
GF Estimated Non-categorical revenue	22,481,240	178,666	0.8%	22,659,906
Surplus/(Deficit)	(695,237)	(1,680)	0.2%	(696,917)
Pay-as-you-go	200,000	496,917	248.5%	696,917
Surplus/(Deficit) Net of pay-as-you-go	(495,237)	495,237	-100.0%	-
Pay-as-you-go Elements				
Conservation Easement	150,000	-	-	-
School Capital/Debt	-	-	-	348,459
Government Capital/Debt	-	-	-	348,458
Sheriff's Communications Study	50,000	-	-	-
	200,000	-	-	696,917

FOR THE FISCAL YEAR
COMMENCING JULY 1, 2013 AND ENDING JUNE 30, 2014

	FY12 Original Budget	FY12 Audited Actual	FY13 Adopted Budget	01/15/13 FY13 Revised Budget	FY14 Proposed Budget	Variance 14 Proposed- 13 Adopted	3/4/2013 Version	Change from 3/4/2013
EXPENDITURE								
Board of Supervisors	58,424	42,279	57,676	57,676	57,116	(560)	57,116	-
County Administrator	254,954	272,341	293,006	293,006	289,776	(3,230)	289,776	-
Legal Services	71,872	77,120	73,804	73,804	71,816	(1,988)	71,816	-
Commissioner of Revenue	198,221	188,645	202,730	202,730	200,755	(1,975)	200,755	-
Assessor	64,782	46,344	3,500	3,500	3,500	-	3,500	-
Equalization Board	-	-	-	-	-	-	-	-
Treasurer	272,935	232,099	244,369	244,369	249,161	4,792	249,160	-
Information Technology	256,980	240,993	271,222	271,222	279,533	8,311	279,533	-
Electoral Board	34,242	36,704	34,177	37,577	32,986	(1,191)	32,985	-
General Registrar	66,067	68,274	67,755	67,755	69,320	1,565	69,319	-
Circuit Court	12,180	11,241	12,180	12,180	11,480	(700)	11,480	-
General District Court	5,064	5,239	5,064	5,064	4,980	(84)	4,980	-
Magistrate	1,000	202	1,000	1,000	400	(600)	400	-
J&D Court	4,571	2,299	4,771	4,771	2,671	(2,100)	2,671	-
Clerk of the Circuit Court	89,263	82,742	88,472	193,101	233,134	144,662	233,134	-
Victim/Witness Coordinator	40,867	39,533	39,741	39,741	40,260	519	40,259	-
Division of Court Services	3,178	-	1,000	1,000	-	(1,000)	-	-
Blue Ridge Legal Services	2,000	2,000	2,000	2,000	1,500	(500)	1,500	-
Regional Court Services	-	-	3,759	3,759	3,759	-	3,759	-
Commonwealth Attorney	239,986	246,360	256,304	256,304	260,941	4,637	260,940	-
Commonwealth Attorney Grants	30,755	32,993	41,334	41,334	40,503	(831)	40,503	-
Sheriff	1,472,672	1,466,140	1,595,251	1,598,877	1,644,810	49,559	1,644,810	-
Sheriff's Grants	87,964	80,448	82,099	82,099	28,353	(53,746)	28,353	-
Communications	398,390	402,574	403,651	403,651	406,236	2,585	406,235	-
Communications Grants	11,600	-	39,284	39,284	39,284	-	39,284	-
Criminal Justice Training Center	15,500	13,448	16,000	16,000	16,000	-	16,000	-
Drug Task Force	10,500	9,866	9,500	9,500	12,500	3,000	12,500	-
Emergency Medical Services	368,806	358,198	372,624	372,624	376,110	3,486	376,110	-
Volunteer Fire Companies	40,905	74,688	40,905	40,905	61,207	20,302	61,207	-
Blue Ridge Volunteer Fire Company	53,000	51,523	51,600	51,600	51,900	300	51,900	-
Boyce Volunteer Fire Company	53,000	52,415	52,500	52,500	52,900	400	52,900	-
Enders Volunteer Fire Company	79,500	78,308	78,500	78,500	79,000	500	79,000	-
Shenandah Farms Volunteer Fire Company	53,000	51,155	51,200	51,200	-	(51,200)	-	-
Lord Fairfax Emergency Medical Services	4,929	4,929	4,929	4,929	4,929	-	4,929	-
Forestry Service	2,231	2,231	2,231	2,231	2,712	481	2,712	-
Regional Jail	376,287	376,287	453,049	465,093	577,987	124,938	575,000	2,987 Adjustment per D Ash
Juvenile Detention Service	31,192	26,217	50,818	50,818	57,904	7,086	57,904	-
Probation Office	925	483	925	925	925	-	925	-
Building Inspections	133,871	130,268	141,492	141,492	140,012	(1,480)	140,012	-
Animal Control	89,746	84,480	91,180	91,180	92,521	1,341	92,520	-
Medical Examiner & Indigent Burial	150	120	2,000	2,000	1,000	(1,000)	1,000	-
Refuse Disposal	150,000	159,593	168,000	168,000	168,000	-	168,000	-
Litter Control	5,429	4,718	5,399	5,399	5,817	418	5,817	-
Sanitation	34,000	35,879	61,000	63,000	57,000	(4,000)	57,000	-

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FOR THE FISCAL YEAR
COMMENCING JULY 1, 2013 AND ENDING JUNE 30, 2014

	FY12 Original Budget	FY12 Audited Actual	FY13 Adopted Budget	01/15/13 FY13 Revised Budget	FY14 Proposed Budget	Variance 14 Proposed- 13 Adopted	3/4/2013 Version	Change from 3/4/2013
Maintenance/Buildings & Grounds	775,849	771,075	773,854	773,854	711,016	(62,838)	711,016	-
Local Health Department	199,000	199,000	199,000	199,000	199,000	-	199,000	-
Our Health	6,500	6,500	6,500	6,500	3,250	(3,250)	3,250	-
Northwestern Community Services	82,000	82,000	82,000	82,000	82,000	-	82,000	-
Concern Hotline	1,000	1,000	1,000	1,000	500	(500)	500	-
NW Works	1,000	1,000	1,000	1,000	500	(500)	500	-
Shenandoah Area Agency on Aging	35,000	35,000	40,000	40,000	40,000	-	40,000	-
Loudoun Transit Service	17,639	17,639	17,639	17,639	17,639	-	17,639	-
Cheers School Family	-	-	-	-	-	-	-	-
Laurel Center	2,000	2,000	2,000	2,000	2,000	-	2,000	-
Access Independence (serves the disabled)	1,000	1,000	1,000	1,000	500	(500)	500	-
Lord Fairfax Community College	15,043	15,043	14,355	14,355	13,924	(431)	13,924	-
Parks Administration	338,080	334,008	362,307	362,307	359,094	(3,213)	359,093	-
Recreation Center	101,994	93,955	105,791	105,791	97,309	(8,482)	97,309	-
Swimming Pool	88,679	76,207	89,899	89,899	87,679	(2,220)	87,678	-
Concession Stand	21,237	18,367	21,237	21,237	18,837	(2,400)	18,837	-
Parks Programs	245,846	205,488	257,329	257,329	252,037	(5,292)	252,037	-
Josephine School Community Museum	-	-	7,290	7,290	-	(7,290)	-	-
Shenandoah Valley Discovery Museum	-	-	-	-	-	-	-	-
Barns of Rose Hill	-	-	-	-	-	-	-	-
Virginia Commission for Arts	10,000	10,000	10,000	10,000	10,000	-	10,000	-
Regional Library	182,119	182,119	182,119	182,119	182,119	-	182,119	-
Planning Administration	425,551	362,160	348,854	348,854	338,979	(9,875)	338,979	-
Rain Barrel Program	-	-	-	-	1,400	1,400	1,400	-
Help With Housing	7,200	7,200	7,200	7,200	3,600	(3,600)	3,600	-
Board of Zoning Appeals	3,620	4,405	3,620	3,620	3,470	(150)	3,469	-
Office of Economic Development	42,598	43,412	46,319	46,319	45,546	(773)	45,545	-
Berryville Development Authority	11,800	2,973	11,800	11,800	6,100	(5,700)	6,100	-
Small Business Development Center	2,000	2,000	2,000	2,000	1,000	(1,000)	1,000	-
Blandy Experimental Farm	4,000	4,000	4,000	4,000	2,000	(2,000)	2,000	-
Planning Commission	26,390	14,362	23,388	23,388	19,389	(3,999)	19,388	-
Board of Septic Appeals	2,739	54	2,739	2,739	1,016	(1,723)	1,015	-
Historic Preservation Commission	42,500	37,187	12,000	12,000	7,800	(4,200)	7,800	-
NSV Regional Planning District Commission	10,310	18,815	14,217	14,217	5,712	(8,505)	5,712	-
Regional Airport	5,000	5,000	5,000	5,000	2,500	(2,500)	2,500	-
Friends of the Shenandoah	4,000	4,000	4,000	4,000	2,000	(2,000)	2,000	-
Water Quality Management	-	-	37,544	41,544	30,000	(7,544)	30,000	-
Lord Fairfax Soil & Water Conservation	9,500	9,500	9,500	9,500	4,750	(4,750)	4,750	-
Biosolids Application	19,001	11,642	19,116	19,116	16,914	(2,202)	16,913	-
Cooperative Extension	47,113	24,580	36,201	36,201	38,965	2,764	38,965	-
Northern Virginia 4-H Center	3,000	3,000	3,000	3,000	1,500	(1,500)	1,500	-
Gypsy Moth	-	-	-	-	-	-	-	-
Non-Departmental Legal/Prof. Contingency	85,000	-	70,000	70,000	70,000	-	70,000	-
Social Services	1,351,949	1,361,559	1,432,321	1,432,321	1,363,059	(69,262)	1,363,059	-
School Operations	19,048,085	18,587,700	20,542,386	20,725,929	20,637,598	95,212	20,731,100	(93,502) Removed textbook fund

FOR THE FISCAL YEAR
COMMENCING JULY 1, 2013 AND ENDING JUNE 30, 2014

	FY12 Original Budget	FY12 Audited Actual	FY13 Adopted Budget	01/15/13 FY13 Revised Budget	FY14 Proposed Budget	Variance 14 Proposed- 13 Adopted	3/4/2013 Version	Change from 3/4/2013
School Textbook Fund	-	-	-	-	-	-	-	-
School Food Service	780,232	796,574	754,252	754,252	761,012	6,760	761,012	-
Comprehensive Services Act	1,022,594	773,848	761,000	761,000	761,000	-	761,000	-
Parks Programs	-	-	-	-	-	-	-	-
Gang Task Force Fund	-	198,348	-	-	-	-	-	-
Public Safety Fund	-	37,555	-	-	-	-	-	-
Conservation Easement	150,000	167,028	150,000	150,000	-	(150,000)	-	-
General Capital Improvements	1,725,525	1,183,663	366,310	566,310	575,000	208,690	575,000	-
School Capital Improvements	844,918	13,485,080	504,200	514,200	728,163	223,963	728,163	-
General Debt Service	374,129	375,700	389,200	389,200	399,200	10,000	399,200	-
School Debt Service	4,122,196	4,121,446	4,034,879	4,034,879	3,888,619	(146,260)	3,888,619	-
Joint Administrative Services	510,810	501,144	542,520	542,520	541,737	(783)	541,737	-
Unemployment Compensation	25,000	38,765	25,000	25,000	25,000	-	25,000	-
TOTAL EXPENDITURE	38,011,684	49,325,480	37,814,887	38,338,129	38,091,131	276,244	38,181,632	(90,515)
<i>Local Funds for Schools</i>	<i>14,746,898</i>	<i>26,845,978</i>	<i>15,067,999</i>	<i>15,261,542</i>	<i>15,268,127</i>	<i>200,128</i>	<i>15,365,985</i>	
ESTIMATED REVENUE								
LOCAL REVENUE								
Current Real Estate Taxes	13,307,377	13,327,737	13,522,865	13,522,865	13,249,882	(272,983)	13,249,881	-
Delinquent Real Estate Taxes	143,997	68,251	108,612	108,612	108,612	-	108,612	-
Land Redemptions	-	-	-	-	-	-	-	-
Proceeds from Delinquent Land Sale	-	-	-	-	-	-	-	-
Public Service Corporation Real Estate	356,500	385,872	392,096	392,096	396,900	4,804	396,900	-
Delinquent Taxes on Public Service Corp	-	-	-	-	-	-	-	-
Current Personal Property Taxes	2,974,592	3,245,034	3,024,723	3,024,723	3,341,094	316,371	3,024,723	316,371
Delinquent Personal Property Taxes	100,000	72,710	100,000	100,000	72,710	(27,290)	72,710	-
Mobile Home Taxes	1,049	699	1,258	1,258	1,264	6	1,170	94
Machinery and Tools Taxes	198,670	207,657	172,173	172,173	191,499	19,326	191,499	(0)
Delinquent Taxes on Machinery & Tools	-	-	-	-	-	-	-	-
Penalties (All Property Taxes)	113,802	135,105	122,849	122,849	122,849	-	122,848	-
Interest (All Property Taxes)	88,268	92,611	89,461	89,461	92,611	3,150	92,611	-
Administrative Costs Delinq	8,930	15,540	11,541	11,541	11,541	-	11,541	-
DMV Stop Fee	440	(180)	-	-	-	-	-	-
Sales and Use Taxes	752,000	809,340	810,000	810,000	850,293	40,293	850,292	-
Consumer's Utility Taxes	376,348	377,700	376,348	376,348	375,135	(1,213)	375,135	-
Consumption Tax	36,991	33,732	36,991	36,991	35,950	(1,041)	35,949	-
Communications Tax	449,600	469,025	416,632	416,632	450,000	33,368	450,000	-
Business License Tax	24,000	23,210	24,000	24,000	24,000	-	24,000	-
Franchise License Tax	5,000	21,629	13,854	13,854	-	(13,854)	-	-
Utility License Tax	-	-	-	-	-	-	-	-
Motor Vehicle Licenses	290,851	302,478	303,336	303,336	303,336	-	303,336	-
Motor Vehicle License Penalty	125	-	-	-	-	-	-	-
Recordation Taxes	156,608	219,515	175,000	175,000	230,000	55,000	230,000	-

FOR THE FISCAL YEAR
COMMENCING JULY 1, 2013 AND ENDING JUNE 30, 2014

	FY12 Original Budget	FY12 Audited Actual	FY13 Adopted Budget	01/15/13 FY13 Revised Budget	FY14 Proposed Budget	Variance 14 Proposed- 13 Adopted	3/4/2013 Version	Change from 3/4/2013
Taxes on Wills	7,777	3,475	15,000	15,000	11,254	(3,746)	11,253	-
Transient Occupancy Tax	16,058	23,851	18,000	18,000	40,547	22,547	40,547	-
Animal Licenses	10,463	11,077	10,328	10,328	11,077	749	11,077	-
Animal Shelter Fees - Dogs & Cats	6,909	11,065	6,909	6,909	8,459	1,550	8,459	-
Spay & Neuter Fund Distribution	90	169	161	161	104	(57)	104	-
Dangerous Dog Registration	-	100	-	-	-	-	-	-
Land Use Application Fees Penalty	3,000	3,600	3,300	3,300	3,600	300	3,600	-
Land Use Application Fees	500	-	100	100	-	(100)	-	-
Transfer Fees	601	447	476	476	432	(44)	432	-
Zoning and Subdivision Permits	45,000	96,953	77,666	77,666	65,000	(12,666)	65,000	-
Building Permits	92,000	104,353	92,000	92,000	104,353	12,353	104,353	-
Road Sign Fees	100	-	90	90	-	(90)	-	-
New Dwelling Address Fee	1,000	1,430	1,300	1,300	1,430	130	1,430	-
Mapping Fee	1,000	800	900	900	900	-	900	-
Sign Permits and Inspection Fees	1,000	200	1,493	1,493	1,493	-	1,493	-
Rain Barrel Sales	2,250	370	360	360	1,400	1,040	1,400	-
Weapons Permits	5,000	5,686	4,500	4,500	5,453	953	5,453	-
Other permits, fees, and licenses	2,988	1,000	2,988	2,988	3,100	112	3,100	-
Court Fines and Forfeitures	290,000	362,725	283,000	283,000	362,725	79,725	362,725	-
DNA Fees - Blood Test	-	1,233	200	200	200	-	200	-
Courthouse Security Fees	55,000	63,160	55,000	55,000	63,161	8,161	63,160	-
Local Jury Fees	-	48	-	-	-	-	-	-
Interest on Bank Deposits	81,048	48,265	68,242	68,242	47,568	(20,674)	47,567	-
Rental of Property	51,772	51,774	51,772	51,772	51,772	-	51,772	-
Excess Fees of Clerks	500	-	500	500	-	(500)	-	-
Sheriff's Fees	800	796	797	797	797	-	796	-
Commonwealth's Attorney Fees	573	1,923	1,000	1,000	1,163	163	1,162	-
Court Appointed Attorney	273	978	657	657	529	(128)	528	-
Central Alarm - Berryville	2,000	2,000	2,000	2,000	2,000	-	2,000	-
Jail Processing Fee	1,200	1,988	1,500	1,500	1,571	71	1,570	-
Jail Time Nonconsecutive	-	-	-	-	-	-	-	-
Revenue from Shared Costs - Berryville	59,282	85,234	60,739	60,739	67,380	6,641	67,380	-
Revenue from Shared Costs - IDA	-	-	-	-	-	-	-	-
Wireless E-911	11,600	43,333	39,285	39,285	39,285	-	39,284	-
Humane Foundation Contribution	25,000	25,000	25,000	25,000	25,000	-	25,000	-
Recycling Rebate	92,075	92,843	39,000	39,000	92,843	53,843	92,843	-
Recreation Center Fees	35,250	31,494	33,100	33,100	39,100	6,000	39,100	-
Swimming Pool Fees	91,000	91,606	91,000	91,000	88,299	(2,701)	88,299	-
Concession Stand Revenue	20,000	19,508	19,500	19,500	18,500	(1,000)	18,500	-
Parks Programs Fees	231,440	260,595	248,000	248,000	275,000	27,000	275,000	-
Sale of Maps, Surveys, etc.	-	-	10	10	-	(10)	-	-
Sale of Publications	100	26	25	25	26	1	26	-
Zoning Research Fee	100	-	75	75	75	-	75	-
Engineer's Fees	7,000	13,440	9,699	9,699	13,441	3,742	13,440	-
Biosolids Application Fees	19,000	10,687	17,751	17,751	16,913	(838)	16,913	-

CT

FOR THE FISCAL YEAR
COMMENCING JULY 1, 2013 AND ENDING JUNE 30, 2014

	FY12 Original Budget	FY12 Audited Actual	FY13 Adopted Budget	01/15/13 FY13 Revised Budget	FY14 Proposed Budget	Variance 14 Proposed- 13 Adopted	3/4/2013 Version	Change from 3/4/2013
Gas Tax & Other Refunds	8,318	26,724	8,318	8,318	26,724	18,406	26,724	-
Gifts & Donations in Lieu of Taxes	3,000	2,500	3,000	3,000	3,000	-	3,000	-
Donations	-	-	-	-	-	-	-	-
Sale of Salvage & Surplus Property	272	149	272	272	272	-	272	-
Revenue from Sale of Industrial Park	-	-	-	-	-	-	-	-
Sale of Vehicles	3,055	-	3,055	3,055	2,777	(278)	2,776	-
Insurance Adjustments	5,057	-	7,876	7,876	7,876	-	7,876	-
Miscellaneous Revenue	9,466	4,197	8,469	8,469	4,197	(4,272)	4,197	-
Loan Repayment	3,495	3,494	3,495	3,495	3,495	-	3,495	-
Insurance Recovery	12,327	16,267	13,754	13,754	13,754	-	13,753	-
Transfer from Animal Control	-	-	-	-	1,500	1,500	1,500	-
Welfare	-	46,825	-	-	-	-	-	-
Comprehensive Services Act	-	2,902	-	-	-	-	-	-
School Operations	348,930	315,843	292,898	292,898	385,323	92,425	385,323	-
School Food Service	560,832	516,687	555,648	555,648	518,440	(37,208)	518,440	-
Public Safety Fund	-	3,543	-	-	-	-	-	-
Conservation Easement	-	18,601	-	-	-	-	-	-
General Capital Projects	535,860	537,758	117,024	117,024	-	(117,024)	-	-
School Capital Projects Proffers	-	452	-	-	-	-	-	-
School Capital Projects	-	13,178	-	-	-	-	-	-
Parks Construction Fund	-	6,177	-	-	-	-	-	-
General Debt Service	-	9,910	-	-	-	-	-	-
School Debt Service	17,325	27,976	6,397	6,397	-	(6,397)	-	-
Joint Administrative Services	-	-	3,000	3,000	3,000	-	3,000	-
Trigon Demutualization Funds	34,534	34,534	34,534	34,534	-	(34,534)	-	-
TOTAL LOCAL REVENUE	22,198,368	22,868,614	22,042,902	22,042,902	22,293,984	251,082	21,977,504	316,464
REVENUE FROM THE COMMONWEALTH OF VIRGINIA								
Motor Vehicles Carrier's Taxes	19,426	20,821	19,426	19,426	24,373	4,947	24,373	-
Mobile Home Titling Tax	45	35	-	-	-	-	-	-
Tax on Deeds (Grantor's Tax)	110,198	61,801	66,421	66,421	61,801	(4,620)	61,801	-
Other Non-Categorical Aid	-	-	-	-	-	-	-	-
Quarterly Rental Tax	2,464	1,782	2,305	2,305	2,161	(144)	2,161	-
Personal Property Tax Relief	2,483,842	2,483,842	2,483,842	2,483,842	2,483,842	-	2,483,842	-
Commonwealth's Attorney	175,237	174,246	175,766	175,766	184,517	8,751	185,749	(1,232) Updated by Comp Board
Sheriff	679,680	688,383	698,760	698,760	736,470	37,710	741,759	(5,289) Updated by Comp Board
Commissioner of Revenue	77,830	73,934	71,339	71,339	74,585	3,246	72,640	1,945 Updated by Comp Board
Treasurer	79,095	78,887	79,211	79,211	85,708	6,497	78,024	7,684 Updated by Comp Board
Medical Examiner	-	-	-	-	-	-	-	-
Registrar	30,414	40,186	36,362	36,362	41,706	5,344	41,706	-
Clerk of the Circuit Court	9,657	4,519	9,411	114,040	152,277	142,866	155,201	(2,924)
DMV CPSF Grant	-	-	-	-	-	-	-	-
DMV 402 Grant	7,677	10,754	11,675	11,675	10,000	(1,675)	10,000	-
Emergency Services Grants	3,314	-	3,314	3,314	-	(3,314)	-	-
Litter Control	5,429	6,000	5,399	5,399	5,817	418	5,817	-

FOR THE FISCAL YEAR
COMMENCING JULY 1, 2013 AND ENDING JUNE 30, 2014

	FY12 Original Budget	FY12 Audited Actual	FY13 Adopted Budget	01/15/13 FY13 Revised Budget	FY14 Proposed Budget	Variance 14 Proposed- 13 Adopted	3/4/2013 Version	Change from 3/4/2013
Other Categorical Aid	7,810	858	2,041	2,041	2,041	-	2,041	-
Extradition	-	-	-	3,626	-	-	-	-
Fire Programs Fund	40,905	63,386	36,901	36,901	41,207	4,306	41,207	-
Virginia Commission for the Arts	5,000	5,000	5,000	1,000	5,000	-	5,000	-
Gypsy Moth Control	-	-	-	-	-	-	-	-
Division of Historic Landmarks	24,500	8,700	-	-	-	-	-	-
DEQ Water Quality Management Grant	-	-	-	4,000	-	-	-	-
Welfare	935,333	897,051	955,261	955,261	892,247	(63,014)	892,247	-
School Operations	7,560,316	7,658,227	8,695,554	8,695,554	8,616,666	(78,888)	8,600,970	15,696 Adjusted to reflect final general assy less 2% salary increase
School Textbook Fund	-	-	-	-	-	-	-	-
School Food Service	9,400	9,112	8,787	8,787	8,572	(215)	8,572	-
Comprehensive Services Act	471,297	332,113	351,000	351,000	351,000	-	351,000	-
Public Safety Fund	-	29,658	-	-	-	-	-	-
Conservation Easement	-	83,562	-	-	-	-	-	-
General Capital Projects	-	-	-	-	-	-	-	-
School Capital Projects	154,000	219,187	154,000	154,000	154,000	-	154,000	-
School Debt Service	-	-	-	-	-	-	-	-
TOTAL COMMONWEALTH REVENUE	12,892,869	12,952,044	13,871,775	13,980,030	13,933,990	62,215	13,918,108	15,880
FEDERAL REVENUE								
Payment in Lieu of Taxes	5,554	5,715	5,554	5,554	25,987	20,433	25,987	-
Miscellaneous Federal Revenue	-	4,953	-	-	-	-	-	-
Crime Victims Assistance	30,784	27,883	39,024	39,024	37,463	(1,561)	37,463	-
Multi Agency Federal Task Force	65,000	62,468	65,000	65,000	15,000	(50,000)	15,000	-
DOJ Vest Grant	-	-	-	-	1,500	1,500	1,500	-
DOJ Local Law Enforcement Block Grant	4,500	3,766	-	-	1,853	1,853	1,853	-
SCAAP Grant	5,416	2,535	2,535	2,535	3,671	1,136	3,671	-
ARRA Byrne Justice Assistance Grant	10,789	56	5,423	5,423	-	(5,423)	-	-
Conservation Easement	-	-	-	-	-	-	-	-
V-Stop	30,754	37,645	33,004	33,004	16,502	(16,502)	16,502	-
Public Assistance and Welfare Admin	-	-	-	-	-	-	-	-
Gang Task Force Fund	-	198,348	-	-	-	-	-	-
Public Safety Fund	-	17,544	-	-	-	-	-	-
School Operations	1,057,382	979,992	681,758	681,758	711,256	29,498	711,256	-
School Food Service	210,000	233,688	189,817	189,817	234,000	44,183	234,000	-
General Capital Projects	-	-	-	-	-	-	-	-
School Capital Projects	-	40,590	52,510	52,510	-	(52,510)	-	-
School Debt Service	130,348	130,343	130,349	130,349	119,008	(11,341)	130,348	(11,340) Reduced to reflect effects of sequester
TOTAL FEDERAL REVENUE	1,550,527	1,745,525	1,204,974	1,204,974	1,166,240	(38,734)	1,177,580	(11,340)

FOR THE FISCAL YEAR
COMMENCING JULY 1, 2013 AND ENDING JUNE 30, 2014

	FY12 Original Budget	FY12 Audited Actual	FY13 Adopted Budget	01/15/13 FY13 Revised Budget	FY14 Proposed Budget	Variance 14 Proposed- 13 Adopted	3/4/2013 Version	Change from 3/4/2013
BUDGET BALANCE PROCEDURE								
TOTAL EXPENDITURES	38,011,684	49,325,480	37,814,887	38,338,129	38,091,131	276,244	38,181,632	(90,515)
TOTAL REVENUE	36,641,764	37,566,182	37,119,651	37,227,906	37,394,214	274,563	37,073,192	321,004
SURPLUS (DEFICIT) FROM FUND BALANCE	(1,369,920)	(11,759,298)	(695,236)	(1,110,223)	(696,917)	(1,681)	(1,108,440)	411,519
NET	1,369,920	11,759,298	695,236	1,110,223	696,917	1,681	1,108,440	(411,519)

SURPLUS/DEFICIT ADJUSTMENTS:

TOTAL SURPLUS (DEFICIT) ADJUSTMENTS
ADJUSTED SURPLUS (DEFICIT)
PAY-AS-YOU-GO
SURPLUS (DEFICIT) NET OF PAY-AS-YOU-GO

-
-
(696,917)
696,917
-

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

	2013
1. Real Estate, including the real estate of public service corporations**	\$ 0.630
2. Tangible personal property except machinery and tools and qualified Fire and Rescue Vehicles*	\$ 4.496
3. Tangible Machinery and tools	\$ 1.250
4. Tangible personal property of qualified Fire & Rescue Vehicles*	\$ 2.248

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

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



Clarke County Little League

Give Our Kids Lights Fundraising Project

129 West Main Street, Berryville, Virginia 22611

February 23, 2013

TO: David Ash, County Administrator
Clarke County Board of Supervisors

FROM: Charles (Peanut) Wright, Fundraising Project Chair

SUBJECT: Capital Improvement Request

The Clarke County Little League Fundraising Project Committee is currently working with Lisa Cooke-Clarke County Parks and Recreation, the Parks and Recreation Board, and Gary Pope-Building Inspector about purchasing and installing lights on one of the ball fields at the Park. Fundraising efforts began in 2012 by the CCLL Fundraising Project Committee raising \$10,423.75. Two fundraisers for 2013 are planned and hopefully will generate the same amount, if not more, for this project. Meetings have taken place with Musco Lighting and with Rappahannock Electric, Consolidated Electric, Thomas Plumbing and Heating, Broy and Son, and Pete McLane about the electrical work, digging of trenches, and setting poles to get actual costs. Lights will cost \$41,205 (which includes poles, lights, maintenance service, and the control panel), and trenching can be done at no charge by Thomas Plumbing and Heating. We are still waiting for costs from the others.

We would like to request that the Board of Supervisors consider assisting with funding of these lights. Please contact Peanut (540.550.6100; cawmgw91@comcast.net) or Lisa for additional information or to schedule a time that we can meet with you to discuss this project.

Thank you for considering our request.

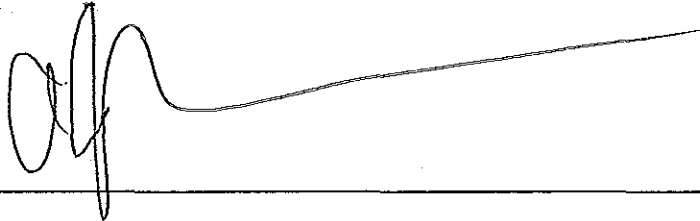
Memo

To: David Ash, County Administrator

From: Archana McLoughlin

Date: 3/4/2013

Re: Funding for Courts



You have asked what expenses of the courts the County is required to fund.

The Circuit Court is the local court of record. Virginia Code § 15.2-1656 requires that "[t]he governing body of each county ... shall, at the expense of the county ..., provide (i) suitable books and stationery, in addition to supplies furnished by the Commonwealth, for the use of clerks of all courts of record, together with appropriate cases and other furniture, for the safe and convenient keeping of all the books, documents and papers, in the custody of such officers; (ii) official seals for such officers; and (iii) such other office equipment and appliances as in their judgment may be reasonably necessary for the proper conduct of such offices.

There might be some discretion as to what the locality determines is "reasonably necessary for the proper conduct of such offices."

Additionally a locality is required to provide, at its expense, courthouses and associated "facilities" and to pay to keep them "in good order." Virginia Code § 15.2-1638 requires that "[t]he governing body of every county ... shall provide courthouses with suitable space and facilities to accommodate the various courts and officials thereof serving the county ... ; within or outside such courthouses, a clerk's office, the record room of which shall be fireproof; a jail; The costs thereof and of the land on which they may be, and of keeping the same in good order, shall be chargeable to the county or city."

Provisions for local financing of courts not of record (the district courts) are found in Virginia Code §16.1-69.50. That Section states that "[e]ach county ... having a general district court or juvenile and domestic relations district court shall provide suitable quarters for such court and its clerk and social services staff and a suitable room or rooms for the sessions of the court at the places designated for such purpose, Such county ... shall also provide all necessary furniture, filing cabinets and other equipment necessary for the efficient operation of the court."

Virginia Code §16.1-69.51 states that "[t]he Commonwealth shall provide dockets and other books, stationery and supplies necessary for the efficient operation of all district courts."

MEMORANDUM

TO: Board of Supervisors Finance Committee
FR: Thomas Judge, Director of Joint Administrative Services
DT: March 12, 2013
RE: *March Finance Committee Agenda*

1. **FY 14 Budget Discussion.** The Committee reviewed the FY 14 budget. The only change made was to reduce the General District Court by \$1,000.
2. **Acceptance of February Bills and Claims.** Acceptance of this report by the Board of Supervisors is recommended.
3. **Standing Reports.** The following are included: General Fund Balance. Reconciliation of Appropriations. Capital Projects Status. General Government Expenditure Summary.

CLARKE COUNTY
 VENDOR PAYMENTS VOUCHER REPORT BY ACCOUNT CODE AND VENDOR ID
 Executed By: gilleya

PAGE: 1
 TIME: 13:29:34
 DATE: 03/05/2013

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
=====						
Fiscal Year: 2013						
EXPENDITURES						
DEFINITION TYPE 0						
100-000-11010-5230 TELECOMMUNICATIONS						
VENDOR: TREASURER OF VIRGINIA						
4	FEBRUARY	T255836	PHONE BILL	3596	02/15/2013 \$	0.61
100-000-11010-5800 MISCELLANEOUS CHARGES						
VENDOR: SPONSELLER'S FLOWER SHOP						
1	FEBRUARY	1415	FLOWERS	3632	02/15/2013 \$	68.00
1	FEBRUARY	1416	FLOWERS	3632	02/15/2013 \$	80.00
						148.00
Total for 100-000-11010-5800						\$
100-000-12110-3320 MAINTENANCE SERVICE CONTRACT						
VENDOR: TML COPIERS & DIGITAL SOLUTIONS						
2	FEBRUARY	138476	COPIER MAINT	3641	02/15/2013 \$	92.75
100-000-12110-5230 TELECOMMUNICATIONS						
VENDOR: AT&T MOBILITY						
1	FEBRUARY	287015712672X02	GOVERNMENT ADMIN	76576	02/15/2013 \$	47.27
VENDOR: TREASURER OF VIRGINIA						
11	FEBRUARY	T255836	PHONE BILL	3596	02/15/2013 \$	7.13
VENDOR: VERIZON						
1	FEBRUARY	00002726889534Y	PHONE BILL	76675	02/15/2013 \$	8.25
						62.65
Total for 100-000-12110-5230						\$
100-000-12110-5540 TRAVEL CONVENTION & EDUCATION						
VENDOR: VMCA						
1	FEBRUARY	36 ANNUAL CONFE	CONFERENCE REGISTRATION FE	76771	02/28/2013 \$	170.00
100-000-12110-6008 VEHICLE AND EQUIP FUEL						
VENDOR: BB&T FINANCIAL, FSB						
2	FEBRUARY	3396-02/09	NATIONAL PRODUCTS INC	76694	02/28/2013 \$	63.26
VENDOR: MANSFIELD OIL COMPANY						
3	FEBRUARY	SQLCD/00046019	FUEL	3612	02/15/2013 \$	79.53
						142.79
Total for 100-000-12110-6008						\$
100-000-12110-6012 BOOKS AND SUBSCRIPTIONS						
VENDOR: MATTHEW BENDER & CO., INC.						
1	FEBRUARY	4779262001RENEW	ADVANCE LEGISLATIVE SERVIC	3611	02/15/2013 \$	89.11
100-000-12210-3100 PROFESSIONAL SERVICES						
VENDOR: HALL, MONAHAN, ENGLE, MAHAN & MITCHELL						
1	FEBRUARY	COMCASTFRANCISE	COMCAST CABLE FRANCHISE	3604	02/15/2013 \$	667.00
1	FEBRUARY	COMCASTJANUARY	COMCAST CABLE FRANCHISE	3671	02/28/2013 \$	667.00
3	FEBRUARY	FEB 04 2013INV	LEGAL SERVICES FOR JANUARY	3671	02/28/2013 \$	64.00

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5	FEBRUARY	FEB 04 2013INV	LEGAL SERVICES FOR OCT-JAN	3671	02/28/2013 \$	132.00
Total for 100-000-12210-3100						\$ 1,530.00
100-000-12310-3310 REPAIR & MAINTENANCE						
VENDOR: CYCLE NET L.C.						
1	FEBRUARY	43784	REPLACED TRAY 2 PICK UP RO	76704	02/28/2013 \$	60.00
100-000-12310-3320 MAINTENANCE SERVICE CONTRACTS						
VENDOR: CINTAS CORP.						
1	FEBRUARY	8400231153	SERVICE	76697	02/28/2013 \$	22.05
100-000-12310-5230 TELECOMMUNICATIONS						
VENDOR: TREASURER OF VIRGINIA						
9	FEBRUARY	T255836	PHONE BILL	3596	02/15/2013 \$	1.90
VENDOR: VERIZON						
2	FEBRUARY	00002726889534Y	PHONE BILL	76675	02/15/2013 \$	36.09
Total for 100-000-12310-5230						\$ 37.99
100-000-12310-5510 TRAVEL MILEAGE						
VENDOR: PEAKE, DONNA						
1	FEBRUARY	MILEAGEREIMBURS	CLASS ON ASSESSING WOODSTO	3698	02/28/2013 \$	106.22
100-000-12310-5540 TRAVEL CONVENTION & EDUCATION						
VENDOR: CRAV						
1	FEBRUARY	031411	REGISTRATION FEE CONFERENC	76702	02/28/2013 \$	30.00
100-000-12310-6001 OFFICE SUPPLIES						
VENDOR: COMMERCIAL PRESS						
1	FEBRUARY	105432	ENVELOPES/INK	3660	02/28/2013 \$	124.25
100-000-12310-6012 BOOKS AND SUBSCRIPTIONS						
VENDOR: MATTHEW BENDER & CO., INC.						
1	FEBRUARY	35691689	VA CODE 12 RVS 3A & 12	3686	02/28/2013 \$	64.89
VENDOR: NADA USED CAR GUIDE						
1	FEBRUARY	506494	RENEWAL	76735	02/28/2013 \$	100.00
Total for 100-000-12310-6012						\$ 164.89
100-000-12410-3100 PROFESSIONAL SERVICES						
VENDOR: CINTAS CORP.						
1	FEBRUARY	8400231154	SERVICE	76697	02/28/2013 \$	22.05
100-000-12410-5230 TELECOMMUNICATIONS						
VENDOR: TREASURER OF VIRGINIA						
25	FEBRUARY	T255836	PHONE BILL	3596	02/15/2013 \$	4.28
VENDOR: VERIZON						
3	FEBRUARY	00002726889534Y	PHONE BILL	76675	02/15/2013 \$	2.75
Total for 100-000-12410-5230						\$ 7.03

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100-000-12410-5810			DUES & MEMBERSHIPS			
VENDOR: UNIVERSITY OF VIRGINIA						
1	FEBRUARY	ENROLLDEPUTYTRE	ENROLLMENT IN DEPUTY CAREE	76763	02/28/2013 \$	75.00
100-000-12410-6001			OFFICE SUPPLIES			
VENDOR: COMMERCIAL PRESS						
1	FEBRUARY	107063	RECEIPTS	3660	02/28/2013 \$	29.90
100-000-12510-3100			PROFESSIONAL SERVICES			
VENDOR: MATSCH SYSTEMS						
1	FEBRUARY	1748	SERVICE FOR MARCH 2013	3691	02/28/2013 \$	200.00
100-000-12510-3320			MAINTENANCE SERVICE CONTRACT			
VENDOR: AVAYA, INC.						
1	FEBRUARY	2732377016	PHONE	76577	02/15/2013 \$	1,133.72
VENDOR: VERIZON						
3	FEBRUARY	00076356122812Y	PHONE BILL	76675	02/15/2013 \$	59.35
3	FEBRUARY	00081079401014Y	PHONE BILL	76675	02/15/2013 \$	58.12
Total for 100-000-12510-3320						\$ 1,251.19
100-000-12510-5230			TELECOMMUNICATIONS			
VENDOR: AT&T MOBILITY						
8	FEBRUARY	287015712672X02	GOVT IT	76576	02/15/2013 \$	369.34
VENDOR: COMCAST						
1	FEBRUARY	24435886	INTERNET SERVICES	76701	02/28/2013 \$	850.00
VENDOR: TREASURER OF VIRGINIA						
16	FEBRUARY	T255836	PHONE BILL	3596	02/15/2013 \$	1,446.63
VENDOR: VERIZON						
4	FEBRUARY	00002726889534Y	PHONE BILL	76675	02/15/2013 \$	429.58
Total for 100-000-12510-5230						\$ 3,095.55
100-000-12510-6001			OFFICE SUPPLIES			
VENDOR: BB&T FINANCIAL, FSB						
1	FEBRUARY	3396-02/09	ERGO DESKTOP	76694	02/28/2013 \$	599.00
100-000-12510-8207			EDP EQUIPMENT			
VENDOR: BB&T FINANCIAL, FSB						
3	FEBRUARY	3396-02/09	BATTERY PRICE	76694	02/28/2013 \$	44.11
VENDOR: DALY COMPUTERS, INC.						
1	FEBRUARY	PSI0953797	KINSTON 4GB MEM	3595	02/15/2013 \$	290.00
Total for 100-000-12510-8207						\$ 334.11
100-000-13100-3320			MAINTENANCE SERVICE CONTRACT			
VENDOR: ELECTION SYSTEMS & SOFTWARE, INC.						
1	FEBRUARY	844326	FIRMWARE USAGE	76707	02/28/2013 \$	4,701.86

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=====						
100-000-13200-3320			MAINTENANCE & SERVICE CONTRACT			
VENDOR:	TML COPIERS & DIGITAL SOLUTIONS					
4	FEBRUARY	138476	COPIER MAINT	3641	02/15/2013 \$	46.37
100-000-13200-5230			TELECOMMUNICATIONS			
VENDOR:	AT&T MOBILITY					
10	FEBRUARY	287015712672X02	REGISTRAR	76576	02/15/2013 \$	47.27
VENDOR:	TREASURER OF VIRGINIA					
22	FEBRUARY	T255836	PHONE BILL	3596	02/15/2013 \$	1.53
VENDOR:	VERIZON					
5	FEBRUARY	00002726889534Y	PHONE BILL	76675	02/15/2013 \$	2.75
			Total for 100-000-13200-5230		\$	51.55
100-000-13200-5810			DUES & SUBSCRIPTIONS			
VENDOR:	TREASURER OF VIRGINIA					
1	FEBRUARY	NOTARYAPPLICA	NOTARY PUBLIC APPLICATION	76759	02/28/2013 \$	45.00
100-000-21200-3320			MAINTENANCE SERVICE CONTRACT			
VENDOR:	RICOH USA INC					
1	FEBRUARY	5024827271	COPIER MAINT	76634	02/15/2013 \$	57.54
100-000-21200-5210			POSTAL SERVICES			
VENDOR:	U.S. POSTAL SERVICE					
1	FEBRUARY	PO BOX 612 FEE	PO BOX FEE 612	76628	02/15/2013 \$	100.00
100-000-21200-5230			TELECOMMUNICATIONS			
VENDOR:	TREASURER OF VIRGINIA					
15	FEBRUARY	T255836	PHONE BILL	3596	02/15/2013 \$	113.01
VENDOR:	VERIZON					
6	FEBRUARY	00002726889534Y	PHONE BILL	76675	02/15/2013 \$	33.23
2	FEBRUARY	00092572601596Y	PHONE BILL	76675	02/15/2013 \$	109.77
			Total for 100-000-21200-5230		\$	256.01
100-000-21300-5230			TELECOMMUNICATIONS			
VENDOR:	TREASURER OF FREDERICK COUNTY					
1	FEBRUARY	9 - 02/15/2013	TELECOMMUNICATIONS	76758	02/28/2013 \$	14.69
100-000-21500-5210			POSTAL SERVICES			
VENDOR:	PITNEY BOWES GLOBAL FINANCIAL SERVICES					
1	FEBRUARY	8317266-DC12	LEASE EQUIPMENT	76627	02/15/2013 \$	97.65
100-000-21500-5230			TELECOMMUNICATIONS			
VENDOR:	TREASURER OF VIRGINIA					
17	FEBRUARY	T255836	PHONE BILL	3596	02/15/2013 \$	5.67
VENDOR:	VERIZON					
7	FEBRUARY	00002726889534Y	PHONE BILL	76675	02/15/2013 \$	58.80
			Total for 100-000-21500-5230		\$	64.47

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100-000-21500-6001		OFFICE SUPPLIES				
VENDOR: PITNEY BOWES INC						
1	FEBRUARY	539671	POSTAGE INK CLARKE COUNTY	76739	02/28/2013 \$	221.06
1	FEBRUARY	567418	CARTRIDGE	76739	02/28/2013 \$	55.48
						276.54
Total for 100-000-21500-6001						\$ 276.54
100-000-21600-5230		TELECOMMUNICATIONS				
VENDOR: TREASURER OF VIRGINIA						
8	FEBRUARY	T255836	PHONE BILL	3596	02/15/2013 \$	4.92
VENDOR: VERIZON						
8	FEBRUARY	00002726889534Y	PHONE BILL	76675	02/15/2013 \$	62.94
						67.86
Total for 100-000-21600-5230						\$ 67.86
100-000-21900-5230		TELECOMMUNICATIONS				
VENDOR: TREASURER OF VIRGINIA						
26	FEBRUARY	T255836	PHONE BILL	3596	02/15/2013 \$	11.24
VENDOR: VERIZON						
9	FEBRUARY	00002726889534Y	PHONE BILL	76675	02/15/2013 \$	2.75
						13.99
Total for 100-000-21900-5230						\$ 13.99
100-000-22100-5230		TELECOMMUNICATIONS				
VENDOR: TREASURER OF VIRGINIA						
10	FEBRUARY	T255836	PHONE BILL	3596	02/15/2013 \$	10.76
VENDOR: VERIZON						
10	FEBRUARY	00002726889534Y	PHONE BILL	76675	02/15/2013 \$	33.34
						44.10
Total for 100-000-22100-5230						\$ 44.10
100-000-31200-3100		PROFESSIONAL SERVICES				
VENDOR: TREASURER OF VIRGINIA						
1	FEBRUARY	223867	CALIBRATION FEES	76760	02/28/2013 \$	14.12
100-000-31200-3320		MAINTENANCE SERVICE CONTRACT				
VENDOR: SOUTHERN SOFTWARE, INC.						
1	FEBRUARY	229163	RENEWAL SUPPORT FEE	3630	02/15/2013 \$	4,948.00
VENDOR: TML COPIERS & DIGITAL SOLUTIONS						
1	FEBRUARY	141209	MAINTENANCE CONTRACT	3716	02/28/2013 \$	197.40
						5,145.40
Total for 100-000-31200-3320						\$ 5,145.40
100-000-31200-5210		POSTAL SERVICES				
VENDOR: BB&T FINANCIAL, FSB						
1	FEBRUARY	6608-02/08	USPS BERRYVILLE VA	76694	02/28/2013 \$	2.75
2	FEBRUARY	6632-02/08	USPS BERRYVILLE VA	76694	02/28/2013 \$	7.89
VENDOR: SHERIFF, PETTY CASH						
1	FEBRUARY	FEB 20 2013	POSTAGE	76748	02/28/2013 \$	2.64
2	FEBRUARY	FEB 20 2013	POSTAGE	76748	02/28/2013 \$	5.22

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Total for 100-000-31200-5210						\$ 18.50
100-000-31200-5230 TELECOMMUNICATIONS						
VENDOR: AT&T MOBILITY						
6	FEBRUARY	287015712672X02	SHERIFF'S DEPT	76576	02/15/2013	\$ 1,215.37
VENDOR: TREASURER OF VIRGINIA						
23	FEBRUARY	T255836	PHONE BILL	3596	02/15/2013	\$ 15.88
VENDOR: VERIZON						
11	FEBRUARY	00002726889534Y	PHONE BILL	76675	02/15/2013	\$ 226.83
Total for 100-000-31200-5230						\$ 1,458.08
100-000-31200-5530 TRAVEL SUBSISTANCE & LODGING						
VENDOR: BB&T FINANCIAL, FSB						
3	FEBRUARY	6557-02/08	RED ROBIN	76694	02/28/2013	\$ 13.89
6	FEBRUARY	65665-02/08	QUITZNO'S SUB	76694	02/28/2013	\$ 14.94
8	FEBRUARY	65665-02/08	WENDY'S	76694	02/28/2013	\$ 7.47
9	FEBRUARY	65665-02/08	MARRIOTT WASHINGTON DC	76694	02/28/2013	\$ 275.06
10	FEBRUARY	65665-02/08	APPLEBEES	76694	02/28/2013	\$ 10.23
11	FEBRUARY	65665-02/08	SMOKEY BONES	76694	02/28/2013	\$ 18.79
VENDOR: SHERIFF, PETTY CASH						
3	FEBRUARY	FEB 20 2013	IHOP	76748	02/28/2013	\$ 23.62
Total for 100-000-31200-5530						\$ 364.00
100-000-31200-5540 TRAVEL CONVENTION & EDUCATION						
VENDOR: BB&T FINANCIAL, FSB						
1	FEBRUARY	65665-02/08	NATIONAL SHERIFFS ASSOCIAT	76694	02/28/2013	\$ 150.00
2	FEBRUARY	65665-02/08	VA SHERIFF'S INSTITUTE SPR	76694	02/28/2013	\$ 150.00
1	FEBRUARY	6632-02/08	GLOCK PROFESSIONAL INC	76694	02/28/2013	\$ 195.00
VENDOR: SHERIFF, PETTY CASH						
4	FEBRUARY	FEB 20 2013	FRAUDULENT DOCUMENT CLASS	76748	02/28/2013	\$ 65.00
5	FEBRUARY	FEB 20 2013	TRACKING CLASS	76748	02/28/2013	\$ 100.00
Total for 100-000-31200-5540						\$ 660.00
100-000-31200-5810 DUES & MEMBERSHIPS						
VENDOR: BB&T FINANCIAL, FSB						
2	FEBRUARY	6557-02/08	FBI NATIONAL ACADEMY	76694	02/28/2013	\$ 80.00
VENDOR: VCPA						
1	FEBRUARY	MEMBERSHIP	LE ORGANIZATION MEMBERSHIP	76765	02/28/2013	\$ 75.00
Total for 100-000-31200-5810						\$ 155.00
100-000-31200-6001 OFFICE SUPPLIES						
VENDOR: BB&T FINANCIAL, FSB						
1	FEBRUARY	6557-02/08	WALMART	76694	02/28/2013	\$ 8.37
1	FEBRUARY	6558-02/08	PITNEY BOWES	76694	02/28/2013	\$ 67.77
3	FEBRUARY	65665-02/08	VISION LINK GROUP	76694	02/28/2013	\$ 72.76
4	FEBRUARY	65665-02/08	VISION LINK GROUP	76694	02/28/2013	\$ 42.76
5	FEBRUARY	65665-02/08	VISION LINK GROUP CREDIT	76694	02/28/2013	\$ 29.90
7	FEBRUARY	65665-02/08	OFFICE DEPOT	76694	02/28/2013	\$ 20.96

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VENDOR:	COMMERCIAL PRESS					
1	FEBRUARY	106927	BUSINESS CARDS	3594	02/15/2013 \$	44.20
VENDOR:	DEHAVEN BERKELEY SPRINGS WATER CORP.					
1	FEBRUARY	46090	WATER	76593	02/15/2013 \$	39.75
VENDOR:	PRINTECH, INC.					
1	FEBRUARY	28951	VA UNIFORM TRAFFIC SUMMONS	76629	02/15/2013 \$	771.90
Total for 100-000-31200-6001						\$ 1,038.57
100-000-31200-6007 REPAIR AND MAINTENANCE SUPPLIES						
VENDOR:	BERRYVILLE AUTO PARTS INC					
1	FEBRUARY	5370-67498	AUTO BATTERY/LABOR	3582	02/15/2013 \$	102.20
1	FEBRUARY	5370-67597	OIL FILTER/SYN BLEND OIL/W	3582	02/15/2013 \$	55.32
1	FEBRUARY	5370-67741	FUEL LINE CLIP/WASHER FLUI	3582	02/15/2013 \$	89.96
1	FEBRUARY	5370-67881	CAPSULE STANDARD	3582	02/15/2013 \$	7.84
1	FEBRUARY	5370-68007	OIL/FILTER/WASHER FLUID/FU	3582	02/15/2013 \$	93.55
1	FEBRUARY	5370-68080	OIL/FILTER/WASHER FLUID/AU	3582	02/15/2013 \$	138.87
1	FEBRUARY	5370-68343	OIL/FILTER/AIR FILTER/FUEL	3582	02/15/2013 \$	410.33
1	FEBRUARY	5370-68408	OIL/FILTER/WASHER FLUID	3650	02/28/2013 \$	49.48
1	FEBRUARY	5370-68450	OIL/FILTER/WASHER/PLUG/AIR	3650	02/28/2013 \$	126.60
1	FEBRUARY	5370-68593	OIL FILTER/OIL/WASHER/BRAK	3650	02/28/2013 \$	415.68
1	FEBRUARY	5370-68688	LAMP	3650	02/28/2013 \$	11.60
1	FEBRUARY	5370-68690	PULLEY/TENSIONER/WASHER	3650	02/28/2013 \$	201.15
1	FEBRUARY	5370-68709	WIPER BLADE	3582	02/15/2013 \$	35.08
1	FEBRUARY	5370-68712	WATER PUMP/ANTI-FREEZE/ROT	3650	02/28/2013 \$	450.63
VENDOR:	BROY'S CAR WASH					
1	FEBRUARY	JANSTATEMENT	CAR WASH	3588	02/15/2013 \$	135.00
VENDOR:	TIRE WORLD					
1	FEBRUARY	540966	TIRES	76755	02/28/2013 \$	250.70
Total for 100-000-31200-6007						\$ 2,573.99
100-000-31200-6008 VEHICLE AND EQUIP FUEL						
VENDOR:	MANSFIELD OIL COMPANY					
1	FEBRUARY	SQLCD/00046055	FUEL PURCHASES	3612	02/15/2013 \$	3,127.88
100-000-31200-6010 POLICE SUPPLIES						
VENDOR:	BB&T FINANCIAL, FSB					
4	FEBRUARY	6557-02/08	STONEWALL ARMS	76694	02/28/2013 \$	79.99
VENDOR:	TOWN POLICE SUPPLY					
1	FEBRUARY	R76725	HOLSTERS	76757	02/28/2013 \$	85.99
Total for 100-000-31200-6010						\$ 165.98
100-000-31200-6011 UNIFORM AND WEARING APPAREL						
VENDOR:	BEST UNIFORMS, INC.					
1	FEBRUARY	284977	CAMPAIGN HAT	3584	02/15/2013 \$	86.99
1	FEBRUARY	284987	SHIRT BROWN/HASHMARK	3584	02/15/2013 \$	59.99
1	FEBRUARY	286638	SHIRT	3652	02/28/2013 \$	93.99
VENDOR:	SHERIFF, PETTY CASH					
6	FEBRUARY	FEB 20 2013	TARGET	76748	02/28/2013 \$	55.61
7	FEBRUARY	FEB 20 2013	UNDERARMOUR	76748	02/28/2013 \$	50.00

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Total for 100-000-31200-6011						\$ 346.58
100-000-32100-5230			TELECOMMUNICATIONS			
VENDOR:	TREASURER OF VIRGINIA					
12	FEBRUARY	T255836	PHONE BILL	3596	02/15/2013	\$ 2.55
VENDOR:	VERIZON					
12	FEBRUARY	00002726889534Y	PHONE BILL	76675	02/15/2013	\$ 60.26
Total for 100-000-32100-5230						\$ 62.81
100-000-32100-6008			VEHICLE AND EQUIP FUEL			
VENDOR:	MANSFIELD OIL COMPANY					
5	FEBRUARY	SQLCD/00046019	FUEL	3612	02/15/2013	\$ 70.13
100-000-33300-5230			TELECOMMUNICATIONS			
VENDOR:	TREASURER OF VIRGINIA					
21	FEBRUARY	T255836	PHONE BILL	3596	02/15/2013	\$ 5.21
VENDOR:	VERIZON					
13	FEBRUARY	00002726889534Y	PHONE BILL	76675	02/15/2013	\$ 27.84
Total for 100-000-33300-5230						\$ 33.05
100-000-34100-5230			TELECOMMUNICATIONS			
VENDOR:	AT&T MOBILITY					
4	FEBRUARY	287015712672X02	BUILDING DEPT	76576	02/15/2013	\$ 25.14
VENDOR:	TREASURER OF VIRGINIA					
5	FEBRUARY	T255836	PHONE BILL	3596	02/15/2013	\$ 6.07
VENDOR:	VERIZON					
14	FEBRUARY	00002726889534Y	PHONE BILL	76675	02/15/2013	\$ 30.59
Total for 100-000-34100-5230						\$ 61.80
100-000-34100-5810			DUES & MEMBERSHIPS			
VENDOR:	INTERN'L ASSOC OF ELECTRICAL INSPECTORS					
1	FEBRUARY	6061289	MEMBERSHIP G. POPE	76611	02/15/2013	\$ 204.00
100-000-34100-6001			OFFICE SUPPLIES			
VENDOR:	COMMERCIAL PRESS					
1	FEBRUARY	106864	REGULAR RUBBER STAMP	3594	02/15/2013	\$ 14.95
100-000-34100-6008			VEHICLE AND EQUIP FUEL			
VENDOR:	MANSFIELD OIL COMPANY					
2	FEBRUARY	SQLCD/00046019	FUEL	3612	02/15/2013	\$ 99.01
100-000-35100-3100			PROFESSIONAL SERVICES			
VENDOR:	HILLSIDE VETERINARY HOSPITAL					
1	FEBRUARY	311664	RABIES CANINE	76609	02/15/2013	\$ 12.82
1	FEBRUARY	312179	CANINE RABIES BOOSTER	76609	02/15/2013	\$ 12.82
1	FEBRUARY	312180	FELINE RABIES BOOSTER	76609	02/15/2013	\$ 12.82
1	FEBRUARY	312181	FELINE RABIES BOOSTER	76609	02/15/2013	\$ 12.82

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1	FEBRUARY	312670	CANINE RABIES BOOSTER	76609	02/15/2013	\$ 12.82
VENDOR: VALLEY PROTEINS, INC						
1	FEBRUARY	1041033	PROFESSIONAL SERVICES	76658	02/15/2013	\$ 250.00
Total for 100-000-35100-3100						\$ 314.10
100-000-35100-5230 TELECOMMUNICATIONS						
VENDOR: AT&T MOBILITY						
2	FEBRUARY	287015712672X02	ANIMAL CONTROL	76576	02/15/2013	\$ 12.57
VENDOR: TREASURER OF VIRGINIA						
2	FEBRUARY	T255836	PHONE BILL	3596	02/15/2013	\$ 5.45
VENDOR: VERIZON						
15	FEBRUARY	00002726889534Y	PHONE BILL	76675	02/15/2013	\$ 82.53
Total for 100-000-35100-5230						\$ 100.55
100-000-35100-6004 MEDICAL AND LABORATORY SUPPLIES						
VENDOR: BUTLER SCHEIN ANIMAL HEALTH SUPPLY						
1	FEBRUARY	CP76510	SUPPLIES	76584	02/15/2013	\$ 160.65
VENDOR: KV VET SUPPLY CO						
1	FEBRUARY	4916800	SUPPLIES	76615	02/15/2013	\$ 319.75
Total for 100-000-35100-6004						\$ 480.40
100-000-35100-6008 VEHICLE AND EQUIP FUEL						
VENDOR: MANSFIELD OIL COMPANY						
1	FEBRUARY	SQLCD/00046019	FUEL	3612	02/15/2013	\$ 59.91
100-000-35100-6011 UNIFORM AND WEARING APPAREL						
VENDOR: W W GRAINGER, INC						
2	FEBRUARY	9043655175	BOOT DRYING RACK	76606	02/15/2013	\$ 136.70
100-000-35100-6014 OTHER OPERATING SUPPLIES						
VENDOR: BB&T FINANCIAL, FSB						
1	FEBRUARY	6707-02/08	DEPT OF HEALTH PROFESSIONA	76694	02/28/2013	\$ 90.00
VENDOR: CAMPBELL PET CO INC						
1	FEBRUARY	0286209-IN	ROUND LEASH	76695	02/28/2013	\$ 45.00
VENDOR: SPECIALTIES, INC.						
1	FEBRUARY	108611	FOOD TRAY	76751	02/28/2013	\$ 132.10
Total for 100-000-35100-6014						\$ 267.10
100-000-35600-5230 TELECOMMUNICATIONS						
VENDOR: AT& T						
1	FEBRUARY	0590826049001	CLARKE COUNTY CENTRAL ALAR	76687	02/28/2013	\$ 15.62
VENDOR: AT&T MOBILITY						
5	FEBRUARY	287015712672X02	E-911 DEPT	76576	02/15/2013	\$ 107.12
VENDOR: TREASURER OF VIRGINIA						
1	FEBRUARY	T255836	PHONE BILL	3596	02/15/2013	\$ 390.45

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VENDOR: LANGUAGE LINE SERVICES, INC.						
1	FEBRUARY	3103720	INTERPRETATION	76727	02/28/2013 \$	9.18
VENDOR: VERIZON						
2	FEBRUARY	00001224519338Y	CLARKE COUNTY CENTRAL ALAR	76766	02/28/2013 \$	1,249.82
16	FEBRUARY	00002726889534Y	PHONE BIL	76675	02/15/2013 \$	131.86
Total for 100-000-35600-5230						\$ 1,904.05
100-000-35600-5420 TOWER LEASE						
VENDOR: SHEN. VALLEY TELEVISION TOWER						
1	FEBRUARY	MARCHRENT	TOWER/TRANSMITTER/ANTENNA	3707	02/28/2013 \$	2,070.00
100-000-42400-3840 PURCHASED SERVICES						
VENDOR: TREASURER, FREDERICK COUNTY						
1	FEBRUARY	2105-0002	REFUSE DISPOSAL PURCHASED	76650	02/15/2013 \$	342.48
1	FEBRUARY	80001-0002	REFUSE DISPOSAL PURCHASED	76650	02/15/2013 \$	4.20
Total for 100-000-42400-3840						\$ 346.68
100-000-42600-6014 OTHER OPERATING SUPPLIES						
VENDOR: ALLIED WASTE SERVICES #976						
1	FEBRUARY	0976-000303355	RENTAL	76683	02/28/2013 \$	310.00
100-000-42700-3840 PURCHASED SERVICES						
VENDOR: FREDERICK-WINCHESTER SERVICE AUTHORITY						
1	FEBRUARY	148	JAN 2013 MONTHLY CHARGE	76713	02/28/2013 \$	2,206.36
100-000-43200-3320 MAINTENANCE SERVICE CONTRACT						
VENDOR: ALLIED WASTE SERVICES #976						
1	FEBRUARY	0976-000302056	PURCHASED SERVICES	76571	02/15/2013 \$	656.16
VENDOR: SERVICE MASTER JANITORIAL SERVICES, INC.						
1	FEBRUARY	796	CLEANING SERVICES	3705	02/28/2013 \$	2,942.96
Total for 100-000-43200-3320						\$ 3,599.12
100-000-43200-5130 WATER & SEWAGE SERVICES						
VENDOR: DEHAVEN BERKELEY SPRINGS WATER CORP.						
1	FEBRUARY	46089	WATER	76593	02/15/2013 \$	23.90
100-000-43200-5230 TELECOMMUNICATIONS						
VENDOR: AT&T MOBILITY						
3	FEBRUARY	287015712672X02	GOVT MAINT	76576	02/15/2013 \$	138.54
VENDOR: TREASURER OF VIRGINIA						
3	FEBRUARY	T255836	PHONE BILL	3596	02/15/2013 \$	5.95
18	FEBRUARY	T255836	PHONE BILL	3596	02/15/2013 \$	5.18
VENDOR: VERIZON						
17	FEBRUARY	00002726889534Y	PHONE BIL	76675	02/15/2013 \$	100.36
Total for 100-000-43200-5230						\$ 250.03
100-000-43200-6005 LAUNDRY, HOUSEKEEPING, & JANITORIAL						

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VENDOR: GENERAL SALES OF VIRGINIA						
1	FEBRUARY	213000783	FLOOR FINISH, HD STRIP/MOP	3603	02/15/2013 \$	806.70
1	FEBRUARY	213001018	RAGS/GLOVES/LINERS/TOWELS/	3603	02/15/2013 \$	512.45
1	FEBRUARY	213001056	SOAP	3603	02/15/2013 \$	67.60
1	FEBRUARY	213001343	DISH DETERGENT	3603	02/15/2013 \$	48.00
Total for 100-000-43200-6005						\$ 1,434.75
100-000-43200-6007 REPAIR AND MAINTENANCE SUPPLIES						
VENDOR: BB&T FINANCIAL, FSB						
7	FEBRUARY	6707-02/08	APV SOFTWARE	76694	02/28/2013 \$	1,308.00
8	FEBRUARY	6707-02/08	CONSTRUCTION MATERIALS	76694	02/28/2013 \$	134.93
VENDOR: BERRYVILLE FARM SUPPLY						
1	FEBRUARY	1035981	TALSTAR QT	76579	02/15/2013 \$	33.50
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	FEBRUARY	062336	56147 - BACKREL SPRAYER	3583	02/15/2013 \$	27.99
1	FEBRUARY	062495	MOUSE TRAP	3651	02/28/2013 \$	5.49
1	FEBRUARY	062540	56171 - DRUM AUGER	3651	02/28/2013 \$	20.99
VENDOR: GENERAL SALES OF VIRGINIA						
1	FEBRUARY	213001306	ICE MELT	3603	02/15/2013 \$	573.60
VENDOR: W W GRAINGER, INC						
1	FEBRUARY	9043655159	FLOOR SQUEEGE	76606	02/15/2013 \$	47.30
1	FEBRUARY	9043655175	FLOOR SQUEEGE/BATTER/BOOT	76606	02/15/2013 \$	147.23
1	FEBRUARY	9055840012	CREDIT RETURN	76720	02/28/2013 \$	60.75
1	FEBRUARY	9067199704	BATTERY/HARNESS/BUCKET	76720	02/28/2013 \$	382.64
VENDOR: LOWE'S OF WINCHESTER						
1	FEBRUARY	38083179	CABINET LOCK/MULTIMETER TE	76618	02/15/2013 \$	65.92
VENDOR: SHANNON-BAUM SIGNS INC						
1	FEBRUARY	0189395-IN	STREET SIGN	3706	02/28/2013 \$	127.50
Total for 100-000-43200-6007						\$ 2,814.34
100-000-43200-6008 VEHICLE AND EQUIP FUEL						
VENDOR: MANSFIELD OIL COMPANY						
4	FEBRUARY	SQLCD/00046019	FUEL	3612	02/15/2013 \$	282.87
100-000-43200-6009 VEHICLE AND EQUIPMENT SUPPLIES						
VENDOR: BERRYVILLE AUTO PARTS INC						
1	FEBRUARY	5370-68198	DISTRIBUTOR CAP/ROTOR/WIRE	3582	02/15/2013 \$	266.69
1	FEBRUARY	5370-68451	PLUG PATCH	3582	02/15/2013 \$	27.00
VENDOR: MCCARTHY TIRE & AUTOMOTIVE SERVICE						
1	FEBRUARY	28-73902	TRANSFORCE H/T	76620	02/15/2013 \$	226.10
Total for 100-000-43200-6009						\$ 519.79
100-000-43202-3310 REPAIR & MAINTENANCE						
VENDOR: ARC WATER TREATMENT OF MARYLAND, INC.						
5	FEBRUARY	335700	WATER TREATMENT	76575	02/15/2013 \$	68.97
5	FEBRUARY	351573	WATER TREATMENT	76575	02/15/2013 \$	68.97
VENDOR: RIDDLEBERGER BROS INC						

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1	FEBRUARY	74977	UNIT LEAKING	3627	02/15/2013	\$ 293.12
Total for 100-000-43202-3310						\$ 431.06
100-000-43202-3320 MAINTENANCE SERVICE CONTRACTS						
VENDOR: SERVICE MASTER JANITORIAL SERVICES, INC.						
2	FEBRUARY	796	CLEANING SERVICES	3705	02/28/2013	\$ 1,885.59
100-000-43202-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
3	FEBRUARY	1149385761	101 CHALMERS CT	3700	02/28/2013	\$ 1,432.77
100-000-43202-5120 HEATING SERVICES						
VENDOR: WASHINGTON GAS						
3	FEBRUARY	3980059517	101 CHALMERS CIR	76746	02/28/2013	\$ 715.34
100-000-43202-6007 REPAIR AND MAINT SUPPLIES						
VENDOR: BB&T FINANCIAL, FSB						
2	FEBRUARY	6707-02/08	ALLIED LOCK AND SAFE	76694	02/28/2013	\$ 47.87
5	FEBRUARY	6707-02/08	DOORS AND WINDOWS	76694	02/28/2013	\$ 11.19
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	FEBRUARY	062504	56171 - GRY FOAM TAPE	3651	02/28/2013	\$ 3.50
Total for 100-000-43202-6007						\$ 62.56
100-000-43205-3310 REPAIR & MAINTENANCE						
VENDOR: CONSOLIDATED ELECTRIC SERVICE LC						
1	FEBRUARY	22993	REPLACE LAMP IN POLE LIGHT	76589	02/15/2013	\$ 53.50
100-000-43205-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
2	FEBRUARY	445528888FEBRU	129 RAMSBURG LANE	3700	02/28/2013	\$ 200.66
100-000-43206-3310 REPAIR & MAINTENANCE						
VENDOR: RIDDLEBERGER BROS INC						
1	FEBRUARY	75113	AGREEMENT 1814 BILLING 3 0	3704	02/28/2013	\$ 428.00
100-000-43206-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
2	FEBRUARY	2048188888FEBRU	104 N CHURCH STREET	3700	02/28/2013	\$ 677.57
1	FEBRUARY	8894188888FEBRU	1531 SPRINGSBERRY ROAD	3700	02/28/2013	\$ 258.07
Total for 100-000-43206-5110						\$ 935.64
100-000-43206-5120 HEATING SERVICES						
VENDOR: WASHINGTON GAS						
1	FEBRUARY	3980048510	100 N CHURCH ST	76639	02/15/2013	\$ 370.45
2	FEBRUARY	3980048510	100 N CHURCH ST	76746	02/28/2013	\$ 424.82
Total for 100-000-43206-5120						\$ 795.27
100-000-43206-5130 WATER & SEWAGE SERVICES						

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VENDOR:	DEHAVEN BERKELEY SPRINGS WATER CORP.						
1	FEBRUARY	46091	WATER	76593	02/15/2013 \$	21.90	
100-000-43207-3310	REPAIR & MAINTENANCE						
VENDOR:	RIDDLEBERGER BROS INC						
1	FEBRUARY	74982	SERVICE CALL	3627	02/15/2013 \$	723.05	
100-000-43207-5110	ELECTRICAL SERVICES						
VENDOR:	RAPPAHANNOCK ELEC COMPANY						
1	FEBRUARY	2048188888FEBRU	102 N CHURCH STREET	3700	02/28/2013 \$	2,497.63	
100-000-43207-6007	REPAIR AND MAINT SUPPLIES						
VENDOR:	BERRYVILLE TRUE VALUE HARDWARE						
1	FEBRUARY	062339	56147 - NUTS/WASHERS	3583	02/15/2013 \$	4.56	
VENDOR:	WINCHESTER ELECTRIC SERVICE						
1	FEBRUARY	0143917	MOTOR 3HP	3644	02/15/2013 \$	351.43	
	Total for 100-000-43207-6007					\$	355.99
100-000-43208-5110	ELECTRICAL SERVICES						
VENDOR:	RAPPAHANNOCK ELEC COMPANY						
3	FEBRUARY	2048188888FEBRU	104 N CHURCH STREET	3700	02/28/2013 \$	805.61	
100-000-43208-5120	HEATING SERVICES						
VENDOR:	WASHINGTON GAS						
1	FEBRUARY	3980048718	104 N CHURCH ST	76639	02/15/2013 \$	807.15	
2	FEBRUARY	3980048718	104 N CHURCH ST	76746	02/28/2013 \$	845.84	
	Total for 100-000-43208-5120					\$	1,652.99
100-000-43209-3310	PROFESSIONAL SERVICES						
VENDOR:	THOMAS PLUMBING & HEATING, INC.						
1	FEBRUARY	PS21440	CLEANED #2 SEWER PUMP	3639	02/15/2013 \$	405.00	
100-000-43209-5110	ELECTRICAL SERVICES						
VENDOR:	RAPPAHANNOCK ELEC COMPANY						
2	FEBRUARY	7658188888	225 RAMSBURG LANE	3700	02/28/2013 \$	368.17	
100-000-43209-5120	HEATING SERVICES						
VENDOR:	QUARLES ENERGY SERVICES						
1	FEBRUARY	32357	MAINT FACILITY	76631	02/15/2013 \$	658.50	
100-000-43210-5110	ELECTRICAL SERVICES						
VENDOR:	RAPPAHANNOCK ELEC COMPANY						
1	FEBRUARY	0775388888FEBRU	524 WESTWOOD ROAD	3700	02/28/2013 \$	103.61	
100-000-43210-5120	HEATING SERVICES						
VENDOR:	EMMART OIL COMPANY						
1	FEBRUARY	1907324	OIL	3597	02/15/2013 \$	306.15	
1	FEBRUARY	1908042	OIL	3664	02/28/2013 \$	279.14	
	Total for 100-000-43210-5120					\$	585.29

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100-000-43211-3310	REPAIR & MAINTENANCE					
VENDOR: CONSOLIDATED ELECTRIC SERVICE LC						
1	FEBRUARY	22987	INSTALL BOX CIRCUIT AND RE	76589	02/15/2013	\$ 210.00
1	FEBRUARY	22989	INSTALL BALLAST IN A GROUN	76589	02/15/2013	\$ 162.00
Total for 100-000-43211-3310						\$ 372.00
100-000-43211-5110	ELECTRICAL SERVICES					
VENDOR: RAPPAHANNOCK ELEC COMPANY						
1	FEBRUARY	2750088888FEBRU	225 AL SMITH CIR	3700	02/28/2013	\$ 1,511.31
100-000-43211-5120	HEATING SERVICES					
VENDOR: WASHINGTON GAS						
1	FEBRUARY	3980001204	225 AL SMITH CIR	76639	02/15/2013	\$ 729.67
2	FEBRUARY	3980001204	225 AL SMITH CIR	76746	02/28/2013	\$ 757.56
Total for 100-000-43211-5120						\$ 1,487.23
100-000-43211-6007	REPAIR AND MAINT SUPPLIES					
VENDOR: MTS EQUIPMENT						
1	FEBRUARY	63801	RAINBOW RINSE/HD LIQUID DE	3618	02/15/2013	\$ 81.00
100-000-43212-5110	ELECTRICAL SERVICES					
VENDOR: RAPPAHANNOCK ELEC COMPANY						
1	FEBRUARY	1650088888FEBRU	225 AL SMITH CIR	3700	02/28/2013	\$ 7.54
2	FEBRUARY	1650088888FEBRU	225 AL SMITH CIR	3700	02/28/2013	\$ 7.43
3	FEBRUARY	1650088888FEBRU	225 AL SMITH CIR	3700	02/28/2013	\$ 16.71
5	FEBRUARY	1650088888FEBRU	225 AL SMITH CIR	3700	02/28/2013	\$ 18.79
6	FEBRUARY	1650088888FEBRU	225 AL SMITH CIR	3700	02/28/2013	\$ 7.54
8	FEBRUARY	1650088888FEBRU	225 AL SMITH CIR	3700	02/28/2013	\$ 7.43
9	FEBRUARY	1650088888FEBRU	225 AL SMITH CIR	3700	02/28/2013	\$ 149.34
2	FEBRUARY	2750088888FEBRU	225 AL SMITH CIR	3700	02/28/2013	\$ 110.58
3	FEBRUARY	2750088888FEBRU	225 AL SMITH CIR	3700	02/28/2013	\$ 51.12
Total for 100-000-43212-5110						\$ 376.48
100-000-43212-6007	REPAIR AND MAINT SUPPLIES					
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	FEBRUARY	062340	56141 - SINC STRAP HINGE/B	3583	02/15/2013	\$ 9.28
1	FEBRUARY	062533	56171 - SAKRETE MP SAND PL	3651	02/28/2013	\$ 9.98
Total for 100-000-43212-6007						\$ 19.26
100-000-43213-5110	ELECTRICAL SERVICES					
VENDOR: RAPPAHANNOCK ELEC COMPANY						
4	FEBRUARY	1650088888FEBRU	225 AL SMITH CIR	3700	02/28/2013	\$ 58.21
5	FEBRUARY	2750088888FEBRU	225 AL SMITH CIR	3700	02/28/2013	\$ 46.60
Total for 100-000-43213-5110						\$ 104.81
100-000-43213-6007	REPAIR AND MAINT SUPPLIES					
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	FEBRUARY	062436	56171 - POLY TUBE	3583	02/15/2013	\$ 39.00

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100-000-43214-5110			ELECTRICAL SERVICES			
VENDOR: RAPPAHANNOCK ELEC COMPANY						
7	FEBRUARY	1650088888FEBRU	225 AL SMITH CIR	3700	02/28/2013 \$	32.36
100-000-43214-6007			REPAIR AND MAINT SUPPLIES			
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	FEBRUARY	062532	56171 - SCREW ZINC	3651	02/28/2013 \$	23.99
100-000-43215-5110			ELECTRICAL SERVICES			
VENDOR: RAPPAHANNOCK ELEC COMPANY						
4	FEBRUARY	2750088888FEBRU	225 AL SMITH CIR	3700	02/28/2013 \$	27.07
100-000-43236-5110			ELECTRICAL SERVICES			
VENDOR: RAPPAHANNOCK ELEC COMPANY						
1	FEBRUARY	3750088888FEBRU	36 EAST MAIN ST	3700	02/28/2013 \$	52.38
100-000-43237-3310			REPAIR & MAINTENANCE			
VENDOR: RIDDLEBERGER BROS INC						
1	FEBRUARY	75112	AGREEMENT 1807 BILLING 3 O	3704	02/28/2013 \$	428.00
100-000-43237-5110			ELECTRICAL SERVICES			
VENDOR: RAPPAHANNOCK ELEC COMPANY						
1	FEBRUARY	0801388888FEBRU	313 EAST MAIN ST	3700	02/28/2013 \$	124.90
1	FEBRUARY	4980388888FEBRU	311 E MAIN ST	3700	02/28/2013 \$	633.99
Total for 100-000-43237-5110						\$ 758.89
100-000-43237-6007			REPAIR AND MAINT SUPPLIES			
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	FEBRUARY	062400	56171 - DOOR/DRAWER UTILIT	3583	02/15/2013 \$	5.29
VENDOR: NORVAC LOCK TECHNOLOGY INC						
1	FEBRUARY	119290	REKEY	3620	02/15/2013 \$	30.50
1	FEBRUARY	119292	LEVER LOCK REKEY	3620	02/15/2013 \$	14.00
2	FEBRUARY	119349	KEYS	3696	02/28/2013 \$	140.50
1	FEBRUARY	119365	LOCK REKEY	3696	02/28/2013 \$	14.00
Total for 100-000-43237-6007						\$ 204.29
100-000-71100-3320			MAINTENANCE SERVICE CONTRACT			
VENDOR: DDL BUSINESS SYSTEMS LLC						
1	FEBRUARY	51321	MAINTENANCE	76592	02/15/2013 \$	161.57
100-000-71100-5230			TELECOMMUNICATIONS			
VENDOR: TREASURER OF VIRGINIA						
19	FEBRUARY	T255836	PHONE BILL	3596	02/15/2013 \$	10.85
VENDOR: VERIZON						
18	FEBRUARY	00002726889534Y	PHONE BILL	76675	02/15/2013 \$	119.50
Total for 100-000-71100-5230						\$ 130.35
100-000-71100-5540			TRAVEL CONVENTION & EDUCATION			

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VENDOR: VIRGINIA DEPT OF SOCIAL SVC						
1	FEBRUARY	CENTRALREGIST1	CENTRAL REGISTRY RELEASE O	76677	02/15/2013 \$	7.00
1	FEBRUARY	CENTRALREGIST2	CENTRAL REGISTRY RELEASE O	76677	02/15/2013 \$	7.00
1	FEBRUARY	CENTRALREGIST3	CENTRAL REGISTRY RELEASE O	76677	02/15/2013 \$	7.00
1	FEBRUARY	CENTRALREGIST4	CENTRAL REGISTRY RELEASE O	76677	02/15/2013 \$	7.00
1	FEBRUARY	CENTRALREGIST5	CENTRAL REGISTRY RELEASE O	76677	02/15/2013 \$	7.00
VENDOR: VIRGINIA RECREATION & PARK SOCIETY, INC.						
1	FEBRUARY	6830170	2013 VRPS MANAGEMENT CONFE	76769	02/28/2013 \$	170.00
VENDOR: VIRGINIA STATE POLICE						
1	FEBRUARY	CRIMINALHISTOR1	CRIMINAL HISTORY RECORD	76678	02/15/2013 \$	20.00
1	FEBRUARY	CRIMINALHISTOR2	CRIMINAL HISTORY RECORD	76678	02/15/2013 \$	20.00
1	FEBRUARY	CRIMINALHISTOR3	CRIMINAL HISTORY RECORD	76678	02/15/2013 \$	20.00
1	FEBRUARY	CRIMINALHISTOR4	CRIMINAL HISTORY RECORD	76678	02/15/2013 \$	20.00
Total for 100-000-71100-5540						\$ 285.00
100-000-71100-5810 DUES & MEMBERSHIPS						
VENDOR: BB&T FINANCIAL, FSB						
6	FEBRUARY	6723-02/08	NATIONAL RECREATION AND PA	76694	02/28/2013 \$	55.00
7	FEBRUARY	6723-02/08	NATIONAL RECREATION AND PA	76694	02/28/2013 \$	55.00
VENDOR: VIRGINIA DEPT OF SOCIAL SVC						
1	FEBRUARY	CENTRAL REGISTR	CENTRAL REGISTRY RELEASE C	76768	02/28/2013 \$	7.00
VENDOR: VIRGINIA STATE POLICE						
1	FEBRUARY	CRIMINALCHECK	CRIMINAL HISTORY RECORD NA	76770	02/28/2013 \$	20.00
VENDOR: WINCHESTER STAR						
1	FEBRUARY	20626	SUBSCRIPTION RENEWAL 12 MO	3718	02/28/2013 \$	105.00
Total for 100-000-71100-5810						\$ 242.00
100-000-71100-6008 VEHICLE AND EQUIP FUEL						
VENDOR: MANSFIELD OIL COMPANY						
6	FEBRUARY	SQLCD/00046019	FUEL	3612	02/15/2013 \$	5.91
100-000-71100-6014 OTHER OPERATING SUPPLIES						
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	FEBRUARY	062470	55140 - DUCT TAPE/PAINTERS	3651	02/28/2013 \$	20.77
100-000-71310-6002 FOOD SUPPLIES & FOOD SERVICE SUPPLIE						
VENDOR: GLOBAL EQUIPMENT COMPANY						
1	FEBRUARY	105397309	CUSHION STATION	76717	02/28/2013 \$	126.71
100-000-71310-6014 OTHER OPERATING SUPPLIES						
VENDOR: GLOBAL EQUIPMENT COMPANY						
1	FEBRUARY	1053877817	PADS/ CHEVRON RIBBED MAT	76605	02/15/2013 \$	291.10
1	FEBRUARY	105400852	INDOOR ENTRANCE MATS	76717	02/28/2013 \$	161.75
VENDOR: MITY-LITE, INC.						
1	FEBRUARY	IN-533909	TABLES	76733	02/28/2013 \$	1,987.59
Total for 100-000-71310-6014						\$ 2,440.44
100-000-71310-6015 MERCHANDISE FOR RESALE						

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=====						
VENDOR:	COCA-COLA REFRESHMENTS					
1	FEBRUARY	1246096024	DRINKS	76700	02/28/2013 \$	500.16
VENDOR:	COSTCO WHOLESALE INC. #239					
2	FEBRUARY	023962005751	FOOD/SNACKS	76591	02/15/2013 \$	44.97
						545.13
			Total for 100-000-71310-6015		\$	545.13
100-000-71350-3100 PROFESSIONAL SERVICES						
VENDOR:	XTREME FIT STUDIO					
1	FEBRUARY	CLASSES FEB	ZUMBA/YOGA	3658	02/28/2013 \$	398.13
VENDOR:	CLARKE COUNTY HEALTH DEPARTMENT					
1	FEBRUARY	133879340	PROFESSIONAL SERVICES	76698	02/28/2013 \$	13.77
VENDOR:	JOHNSTON, JANE					
1	FEBRUARY	CLASSESFEB	FIT FOREVER/FLUID MOTION/T	76723	02/28/2013 \$	293.25
VENDOR:	MONTGOMERY, CHRISTEL L.					
1	FEBRUARY	GYMNASTICSJAN	GYMNASTICS CLASSES	3617	02/15/2013 \$	2,008.00
VENDOR:	SOCIAL GRACES					
1	FEBRUARY	ADULT DANCE	ADULT DANCE LESSONS	76750	02/28/2013 \$	168.00
						2,881.15
			Total for 100-000-71350-3100		\$	2,881.15
100-000-71350-5810 DUES & MEMBERSHIPS						
VENDOR:	DEPARTMENT OF STATE POLICE					
3	FEBRUARY	CRIMINAL CHECK	VOID VOUCHER TRANSACTION B	76500	01/31/2013 \$	20.00-
4	FEBRUARY	CRIMINAL CHECK	VOID VOUCHER TRANSACTION B	76500	01/31/2013 \$	20.00-
VENDOR:	VIRGINIA STATE POLICE					
1	FEBRUARY	CRIMINAL CHECK	CRIMINAL CHECK	76678	02/15/2013 \$	20.00
2	FEBRUARY	CRIMINAL CHECK	CRIMINAL CHECK	76678	02/15/2013 \$	20.00
						0.00
			Total for 100-000-71350-5810		\$	0.00
100-000-71350-5830 REFUNDS						
VENDOR:	HANNAH ANDERSON					
1	FEBRUARY	167350	REFUND CANCELLATION	76685	02/28/2013 \$	143.75
VENDOR:	TESS GREEN					
1	FEBRUARY	166812	REFUND	76607	02/15/2013 \$	106.00
VENDOR:	JULIE MORTON					
1	FEBRUARY	167390	REFUND CANCELLATION	76734	02/28/2013 \$	85.00
VENDOR:	CANDACE ZIMMERMAN					
1	FEBRUARY	167129	REFUND CANCELLATION	76776	02/28/2013 \$	38.00
						372.75
			Total for 100-000-71350-5830		\$	372.75
100-000-71350-6001 OFFICE SUPPLIES						
VENDOR:	BE&T FINANCIAL, FSB					
1	FEBRUARY	6723-02/08	STAPLES SUPPLIES	76694	02/28/2013 \$	101.41
2	FEBRUARY	6723-02/08	STAPLES SUPPLIES	76694	02/28/2013 \$	108.90
						210.31
			Total for 100-000-71350-6001		\$	210.31

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100-000-71350-6002 FOOD SUPPLIES & FOOD SERVICE SUPPLIE						
VENDOR: COSTCO WHOLESALE INC. #239						
1	FEBRUARY	023962005751	FOOD/SNACKS	76591	02/15/2013 \$	135.05
VENDOR: FOOD LION, INC						
1	FEBRUARY	271164050555	JUICE/SNACKS	76603	02/15/2013 \$	57.75
1	FEBRUARY	271164070579	DRINKS	76711	02/28/2013 \$	85.90
1	FEBRUARY	281164078064	DRINKS	76711	02/28/2013 \$	26.26
Total for 100-000-71350-6002						\$ 304.96
100-000-71350-6013 EDUCATIONAL AND RECREATIONAL SUPPLIE						
VENDOR: BB&T FINANCIAL, FSB						
3	FEBRUARY	6723-02/08	KRAMES-STAYWELL CPR/AED	76694	02/28/2013 \$	144.01
4	FEBRUARY	6723-02/08	WALMART KEYBOARD	76694	02/28/2013 \$	36.24
5	FEBRUARY	6723-02/08	HUMAN KINECTICS HEALTH FAC	76694	02/28/2013 \$	48.00
8	FEBRUARY	6723-02/08	SUNNY BUNNY EASTER EGGS	76694	02/28/2013 \$	167.44
VENDOR: KMART						
1	FEBRUARY	037090201130015	STICKY NAIL, THERM REFREEZ	76724	02/28/2013 \$	11.97
Total for 100-000-71350-6013						\$ 407.66
100-000-71350-6014 OTHER OPERATING SUPPLIES						
VENDOR: FOOD LION, INC						
1	FEBRUARY	281164068056	BLEACH	76711	02/28/2013 \$	3.49
100-000-71350-6015 MERCHANDISE FOR RESALE						
VENDOR: WASHINGTON REDSKINS						
1	FEBRUARY	144006	REDSKINS TICKETS	76773	02/28/2013 \$	4,821.00
100-000-72600-5699 CIVIC CONTRIBUTIONS						
VENDOR: OPUS OAKES, AN ART PLACE, INC.						
1	FEBRUARY	JAN242013REQ	REQUEST FOR GRANT FUNDS	3623	02/15/2013 \$	4,000.00
100-000-81110-3140 ENGINEERING REVIEW EXPENDITURES						
VENDOR: PIEDMONT GEOTECHNICAL, INC.						
1	FEBRUARY	1488VA	PROFESSIONAL SERVICES	3624	02/15/2013 \$	170.00
1	FEBRUARY	PSV1015070	PURCHASED SERVICES	3624	02/15/2013 \$	170.00
Total for 100-000-81110-3140						\$ 340.00
100-000-81110-3320 MAINTENANCE SERVICE CONTRACT						
VENDOR: TML COPIERS & DIGITAL SOLUTIONS						
3	FEBRUARY	138476	COPIER MAINT	3641	02/15/2013 \$	77.29
100-000-81110-3500 PRINTING AND BINDING						
VENDOR: COMMERCIAL PRESS						
1	FEBRUARY	106865	BUSINESS CARDS	3594	02/15/2013 \$	36.55
1	FEBRUARY	106866	MOUNTAIN LAND PLAN	3594	02/15/2013 \$	290.00
1	FEBRUARY	107126	ADDRESS ROLL	3660	02/28/2013 \$	106.25
Total for 100-000-81110-3500						\$ 432.80
100-000-81110-3600 ADVERTISING						

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VENDOR: WINCHESTER STAR						
3	FEBRUARY	1675267	MEETING NOTICES	3645	02/15/2013 \$	100.10
4	FEBRUARY	1675267	MEETING NOTICES	3645	02/15/2013 \$	100.10
5	FEBRUARY	1675267	MEETING NOTICES	3645	02/15/2013 \$	114.40
6	FEBRUARY	1675267	MEETING NOTICES	3645	02/15/2013 \$	371.80
Total for 100-000-81110-3600						\$ 686.40
100-000-81110-5230 TELECOMMUNICATIONS						
VENDOR: TREASURER OF VIRGINIA						
20	FEBRUARY	T255836	PHONE BILL	3596	02/15/2013 \$	6.64
VENDOR: VERIZON						
19	FEBRUARY	00002726889534Y	PHONE BILL	76675	02/15/2013 \$	13.75
Total for 100-000-81110-5230						\$ 20.39
100-000-81110-5540 TRAVEL CONVENTION & EDUCATION						
VENDOR: FORUM FOR RURAL INNOVATION						
1	FEBRUARY	FORUMREGISTRATI	REGISTRATION FOR CONFERENC	76712	02/28/2013 \$	40.00
100-000-81400-3100 PROFESSIONAL SERVICES						
VENDOR: HALL, MONAHAN, ENGLE, MAHAN & MITCHELL						
1	FEBRUARY	FEB 04 2013INV	LEGAL SERVICES FOR JANUARY	3671	02/28/2013 \$	98.00
100-000-81510-3100 PROFESSIONAL SERVICES						
VENDOR: HALL, MONAHAN, ENGLE, MAHAN & MITCHELL						
4	FEBRUARY	FEB 04 2013INV	LEGAL SERVICES FOR JANUARY	3671	02/28/2013 \$	698.00
100-000-81520-3160 BOARD SERVICES						
VENDOR: BOYLES, JERRY L						
1	FEBRUARY	BADAMEETJAN23	BADA MEETING JANUARY 23	3587	02/15/2013 \$	25.00
VENDOR: OHRSTROM II, GEORGE						
1	FEBRUARY	BADAMEETJAN23	BADA MEETING JANUARY 23	3622	02/15/2013 \$	25.00
VENDOR: SMART, KATHY						
1	FEBRUARY	BADAMEETJAN23	BADA MEETING JANUARY 23	3629	02/15/2013 \$	25.00
Total for 100-000-81520-3160						\$ 75.00
100-000-81600-3100 PROFESSIONAL SERVICES						
VENDOR: HALL, MONAHAN, ENGLE, MAHAN & MITCHELL						
2	FEBRUARY	FEB 04 2013INV	LEGAL SERVICES FOR JANUARY	3671	02/28/2013 \$	32.00
100-000-81600-3160 BOARD SERVICES						
VENDOR: BOUFFAULT, ROBINA RICH						
1	FEBRUARY	PLANNINGFEB01	PLANNING COMMISION MEETING	3586	02/15/2013 \$	100.00
VENDOR: BRUMBACK, CLAY						
1	FEBRUARY	PLANNINGFEB01	PLANNING COMMISION MEETING	3589	02/15/2013 \$	100.00
VENDOR: CALDWELL, ANNE						
1	FEBRUARY	PLANNINGFEB01	PLANNING COMMISION MEETING	3590	02/15/2013 \$	100.00

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=====						
VENDOR: MCFILLEN, THOMAS W.						
1	FEBRUARY	PLANNINGFEB01	PLANNING COMMISION MEETING	3616	02/15/2013	\$ 50.00
VENDOR: NELSON, CLIFFORD M.						
1	FEBRUARY	PLANNINGFEB01	PLANNING COMMISION MEETING	3619	02/15/2013	\$ 100.00
VENDOR: OHRSTROM II, GEORGE						
1	FEBRUARY	PLANNINGFEB01	PLANNING COMMISION MEETING	3622	02/15/2013	\$ 100.00
VENDOR: STEINMETZ, WILLIAM A.						
1	FEBRUARY	PLANNINGFEB01	PLANNING COMMISION MEETING	3634	02/15/2013	\$ 50.00
VENDOR: THUSS, RICHARD						
1	FEBRUARY	PLANNINGFEB01	PLANNING COMMISION MEETING	3640	02/15/2013	\$ 50.00
VENDOR: TURKEL, JON						
1	FEBRUARY	PLANNINGFEB01	PLANNING COMMISION MEETING	3642	02/15/2013	\$ 50.00
Total for 100-000-81600-3160						\$ 700.00
100-000-81700-3160 BOARD SERVICES						
VENDOR: BLATZ, JOSEPH						
1	FEBRUARY	SEPTAPPMEETING	SEPTIC APPEALS MEETING JAN	3585	02/15/2013	\$ 25.00
VENDOR: CALDWELL, ANNE						
1	FEBRUARY	SEPTAPPMEETING	SEPTIC APPEALS MEETING JAN	3590	02/15/2013	\$ 25.00
VENDOR: STAELIN, JOHN						
1	FEBRUARY	SEPTAPPMEETING	SEPTIC APPEALS MEETING JAN	3633	02/15/2013	\$ 25.00
Total for 100-000-81700-3160						\$ 75.00
100-000-81800-3100 PROFESSIONAL SERVICES						
VENDOR: KALBIAN, MARAL S.						
1	FEBRUARY	PROFSERVICEJAN2	PROFESSIONAL SERVICES	3683	02/28/2013	\$ 4,500.00
1	FEBRUARY	PROFSERVICEJANU	PROFESSIONAL SERVICES	3683	02/28/2013	\$ 330.00
Total for 100-000-81800-3100						\$ 4,830.00
100-000-81800-3160 BOARD SERVICES						
VENDOR: BAKER, H.M.						
1	FEBRUARY	HISTORICPRESMEE	HISTORIC PRESERVATION COMM	3648	02/28/2013	\$ 25.00
VENDOR: CARTER, PAIGE						
1	FEBRUARY	HISTORICPRESMEE	HISTORIC PRESERVATION COMM	3655	02/28/2013	\$ 25.00
VENDOR: FIELDS, BETSY						
1	FEBRUARY	HISTORICPRESMEE	HISTORIC PRESERVATION COMM	3665	02/28/2013	\$ 25.00
VENDOR: GILPIN, THOMAS T						
1	FEBRUARY	HISTORICPRESMEE	HISTORIC PRESERVATION COMM	76716	02/28/2013	\$ 25.00
VENDOR: HIATT, MARTY						
1	FEBRUARY	HISTORICPRESMEE	HISTORIC PRESERVATION COMM	3672	02/28/2013	\$ 25.00
Total for 100-000-81800-3160						\$ 125.00
100-000-81920-5699 CIVIC CONTRIBUTIONS						
VENDOR: WINCHESTER REGIONAL AIRPORT AUTHORITY						

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1	FEBRUARY	13-107723	CIVIC CONTRIBUTIONS	76681	02/15/2013	\$ 1,250.00
100-000-82600-5510 TRAVEL MILEAGE						
VENDOR: LAURA NOWELL SHIFFLETT						
1	FEBRUARY	JANUARYMILEAGE	MILEAGE FOR JANUARY	3708	02/28/2013	\$ 60.46
100-000-83100-3320 MAINTENANCE SERVICE CONTRACTS						
VENDOR: TML COPIERS & DIGITAL SOLUTIONS						
1	FEBRUARY	138476	COPIER MAINT	3641	02/15/2013	\$ 92.75
100-000-83100-3841 VPI EXTENSION AGENT						
VENDOR: VIRGINIA COOPERATIVE EXTENSION-CLARKE CO						
1	FEBRUARY	FY2013SNDQTR	BILLING SALARY FY 2013 SND	76657	02/15/2013	\$ 7,234.70
100-000-83100-5230 TELECOMMUNICATIONS						
VENDOR: TREASURER OF VIRGINIA						
13	FEBRUARY	T255836	PHONE BILL	3596	02/15/2013	\$ 4.68
VENDOR: VERIZON						
20	FEBRUARY	00002726889534Y	PHONE BILL	76675	02/15/2013	\$ 30.59
Total for 100-000-83100-5230						\$ 35.27
TOTAL DEFINITION TYPE 0 :						\$ 101,465.73
TOTAL EXPENDITURES :						\$ 101,465.73
TOTAL for FISCAL YEAR 2013 :						\$ 101,465.73
TOTAL PAYMENTS :						\$ 101,465.73

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=====						
Fiscal Year: 2013						
EXPENDITURES						
DEFINITION TYPE 0						
231-000-31200-3000		PURCHASED SERVICES				
VENDOR: THE RESPONSE NETWORK						
2	FEBRUARY	1141CORRECT	UNDO - ONLINE TRAINING	76646	02/15/2013	\$ 749.50
231-000-31200-5540		TRAVEL CONVENTION & EDUCATION				
VENDOR: GOLDEN SEAL ENTERPRISES						
1	FEBRUARY	ACTIVELAWENFORC	ACTIVE LAW ENFORCEMENT OFF	76719	02/28/2013	\$ 200.00
VENDOR: THE RESPONSE NETWORK						
1	FEBRUARY	1141	IN SERVICE ONLINE TRAINING	76646	02/15/2013	\$ 749.50
1	FEBRUARY	1141CORRECT	MOVE TO 3000	76646	02/15/2013	\$ 749.50-
Total for 231-000-31200-5540						\$ 200.00
301-800-94210-8105		MOTOR VEHICLES				
VENDOR: HALEY AUTO GROUP						
1	FEBRUARY	F2337	EQUIPMENT FOR VEHICLE	76608	02/15/2013	\$ 1,273.17
TOTAL DEFINITION TYPE 0 :						\$ 2,222.67
TOTAL EXPENDITURES :						\$ 2,222.67
TOTAL for FISCAL YEAR 2013 :						\$ 2,222.67
=====						
TOTAL PAYMENTS :						\$ 2,222.67

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=====						
VENDOR:	WAGE WORKS					
1	FEBRUARY	125AI0220325	FLEX PLAN MONTHLY ADMIN FE	76772	02/28/2013	\$ 622.25
735-000-12550-2300 Health Insurance Payments						
VENDOR:	ANTHEM BLUE CROSS/BLUE SHIELD					
2	FEBRUARY	100505-00	Health Insurance Payments	12909	02/27/2013	\$ 10,552.04
TOTAL DEFINITION TYPE 0 :						\$ 41,201.01
TOTAL EXPENDITURES :						\$ 41,201.01
TOTAL for FISCAL YEAR 2013 :						\$ 41,201.01
TOTAL PAYMENTS :						\$ 41,201.01

Title: General Fund Balance

Source: Clarke County Joint Administrative Services

	<u>Prior</u>	<u>Current</u>
General Fund Balance Year End FY 11	15,177,059	15,177,059
Expenditure FY 12	(24,402,638)	(24,402,638)
Revenue FY 12	25,236,917	25,236,917
General Fund Balance Year End FY 12	16,011,338	16,011,338

Adjustments and Designations

Designations

Liquidity Designation @ 12% of FY 13 Budgeted Operating Revenue	(\$2,985,415)	(\$2,985,415)
Stabilization Designation @ 3% of FY 13 Budgeted Operating Revenue	(746,354)	(746,354)
Continuing Local GF Appropriations for Capital Projects	(5,902,305)	(5,902,305)
School Capital/Debt	(1,448,000)	(1,448,000)
Government Construction/Debt	(759,562)	(759,562)
Property Acquisition	(265,000)	(265,000)
Conservation Easements from Government Savings	(153,462)	(153,462)
Community Facilities	(\$325,000)	(\$325,000)
Comprehensive Services Act Shortfall	(250,000)	(250,000)
Parks Master Plan	(100,000)	(100,000)
School Operating Carryover	(53,143)	(53,143)
Government Carryover Requests from Government Savings	(389,496)	(389,496)
Energy Efficiency	(200,000)	(200,000)
Data and Communications Technology	(350,000)	(350,000)
Joint Government Center Heating, Ventilation, and Air Conditioning	(240,000)	(240,000)
Landfill costs	(50,000)	(50,000)
Leave Liability	(75,000)	(75,000)
FY 13 Original Budget Surplus (Deficit)	(695,236)	(695,236)
TOTAL Designations	(14,987,973)	(14,987,973)
FY 13 Expenditure Budget Adjustments	(933,664)	(933,664)
FY 13 Revenue Budget Adjustments	340,255	340,255
Undesignated Fund Balance Projected June 30	429,956	429,956

Clarke Co. Reconciliation of Appropriations Year Ending June 30, 2013		05-Mar-13												
Date	Total	General Fund	Soc Svcs Fund	CSA Fund	Sch Oper Fund	Food Serv Fund	GG Cap Fund	School Cap Fund	GG Debt Fund	School Debt Fund	Joint Fund	Conservation Easements	Unemploy. Fund	
04/30/12 Appropriations Resolution: Total	37,814,887	8,312,819	1,432,321	761,000	20,542,386	754,252	366,310	504,200	389,200	4,034,879	542,520	150,000	25,000	
<i>Adjustments:</i>														
6/19/2012 Various One-Time School Items					92,543			40,000						
7/17/2012 Electoral Board Electronic Poll Books		3,400												
7/17/2012 Regional Jail VRS increase		12,044												
08/24/12 CCSA Land Use Fees		2,000												
11/20/12 Commonwealth Economic Dev pass-through							200,000							
11/20/12 Clerk of the Circuit Court Payroll		104,629												
11/20/12 School Operating Contingency					61,000									
11/20/12 School Transfer for Boyce Comcast					30,000			-30,000						
01/15/13 Sheriff Extradition		3,626												
01/15/13 Water Quality Management Grant		4,000												
02/19/13 Historic Preservation Grants		23,000												
02/19/13 Tower Lease		2,212												
02/19/13 Insurance Corrections		4,892												
03/19/13 <i>Textbooks, Technology, Radio System, ERP</i>					108,200			272,118						
Revised Appropriation	38,748,551	8,472,622	1,432,321	761,000	20,834,129	754,252	566,310	786,318	389,200	4,034,879	542,520	150,000	25,000	
Change to Appropriation	933,664	159,803	0	0	291,743	0	200,000	282,118	0	0	0	0	0	
Original Revenue Estimate	14,625,767	2,431,764	955,261	351,000	9,670,210	754,252	117,024	206,510		136,746	3,000	0	0	
<i>Adjustments:</i>														
06/19/12 ARRA Revenue Error								-52,000						
11/20/12 Commonwealth Economic Dev pass-through							200,000							
11/20/12 Clerk of the Circuit Court Payroll		104,629												
11/20/12 School Operating Contingency					61,000									
01/15/13 Sheriff Extradition		3,626												
01/15/13 Water Quality Management Grant		4,000												
01/15/13 Commission on the Arts Grant		-4,000												
02/19/13 Historic Preservation Grants		23,000												
Revised Revenue Estimate	14,966,022	2,563,019	955,261	351,000	9,731,210	754,252	317,024	154,510	0	136,746	3,000	0	0	
Change to Revenue Estimate	340,255	131,255	0	0	61,000	0	200,000	-52,000	0	0	0	0	0	
Original Local Tax Funding	23,189,120	5,881,055	477,060	410,000	10,872,176	0	249,286	297,690	389,200	3,898,133	539,520	150,000	25,000	
Revised Local Tax Funding	23,782,529	5,909,603	477,060	410,000	11,102,919	0	249,286	631,808	389,200	3,898,133	539,520	150,000	25,000	
Change to Local Tax Funding	593,409	28,548	0	0	230,743	0	0	334,118	0	0	0	0	0	

Italics = Proposed actions

02/28/13

Government Capital Projects
February 28, 2013

Description	FY 12 Carryover	FY 13 Original	FY13	Inter-project Adjusts	Cumulative	Outstanding Encumbrance	Year-to Date	Available Balance	Notes
		Budget/ Revenue Estimate	Supplemental Budget		Budget With Adjusts		Expenditure/ Revenue		
General Government Capital Expenditure									
Sheriff's Equipment (fingerprinting, etc.)	20,827	8,925			29,752	8,591	334	20,827	
HVAC Systems	-	15,000		228,384	243,384	193,937		49,446	County portion of HVAC for JGC is 243,383.84 and Town's portion is 144,788.16. add 228,384 from sheriffs renovation
Auto Replacement	33,929	26,456			60,385	0	27,729	32,656	
Resurface Tennis Courts	90,000				90,000		36,599	53,401	
Pool Repair	19,999				19,999			19,999	
Fencing - Ballfield & Pool		10,000			10,000			10,000	
Additional Parking	10,000				10,000			10,000	
Sheriff's Vehicles	87,811	83,542		(39,769)	131,584	33,719	37,089	60,776	
Communications Study		50,000			50,000			50,000	
Sheriff's Mobile Radio System	15,580			(15,580)	-			-	
Park Expansion	30,000			(20,000)	10,000			10,000	
Phone System (E-911)		117,024		55,349	172,373	172,373		-	
Economic Development	332,803		200,000	(49,109)	483,694		306,180	177,514	
Technology Improvements	3,520	55,363			58,883		30,876	28,007	
Sheriff's Building Renovation	404,922			(228,384)	176,538			176,538	
Roofing	112,333				112,333			112,333	
Plan Updates	9,661			49,109	58,770			58,770	
Carpeting (Includes Gen Dist Courthouse Seating)	39,080				39,080		8,252	30,828	courthouse area, etc.
Landscaping	15,375				15,375			15,375	
Parks Westside Sitework/Parking	47,024			40,000	87,024			87,024	
Parks Signs/Pool Roof	20,000			(20,000)	-			-	
Recreation Center Additions/Wall Crack	647,559				647,559	138,934	417,306	91,319	
Systems Integration	75,900				75,900			75,900	
Total Expenditure	2,016,323	366,310	200,000	-	2,582,633	547,555	864,364	1,170,714	
			566,310						
Revenue									
Debt Proceeds	75,758				75,758			75,758	\$15,007.50 of the \$334,936 has been requested from RDA but not yet received
Senior Center Fund Raising	35,384				35,384		1,357	34,027	
Donation for Dog Park	3,035				3,035		1,162	1,873	
Commonwealth Revenue - Governors Opportunity Fund			200,000		200,000		200,000	-	
E-911 PSAP Grant		117,024			117,024			117,024	
Total Revenue	114,177	117,024	200,000	-	431,201		202,519	228,682	
			317,024						
Capital Projects Fund Balance									
Economic Development	332,803			(49,109)	283,694		106,180	177,514	
Total Revenue and Fund Balance	446,980	117,024	200,000	(49,109)	714,895			406,196	
Total Expenditures less Revenue and Fund Balance	1,569,343				1,867,738			764,518	

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FD 100 GENERAL FUND							
PJT 000 NON-CATEGORICAL							
FUNC 11010 BOARD OF SUPERVISORS							
1300	SALARIES AND WAGES - PART TIME	\$ 13,800.00	\$ 4,600.00	\$ 1,150.00	\$ 9,200.00	\$ 0.00	100.00
2100	FICA BENEFITS	\$ 1,056.00	\$ 285.66	\$ 71.41	\$ 589.35	\$ 180.99	82.86
2300	HOSPITAL/MEDICAL PLANS	\$ 10,720.00	\$ 3,477.73	\$ 854.48	\$ 5,981.36	\$ 1,260.91	88.24
3100	PROFESSIONAL SERVICES	\$ 9,000.00	\$ 0.00	\$ 0.00	\$ 375.00	\$ 8,625.00	4.17
3600	ADVERTISING	\$ 6,000.00	\$ 0.00	\$ 0.00	\$ 1,388.00	\$ 4,612.00	23.13
5210	POSTAL SERVICES	\$ 300.00	\$ 0.00	\$ 0.00	\$ 46.14	\$ 253.86	15.38
5230	TELECOMMUNICATIONS	\$ 0.00	\$ 0.00	\$ 0.61	\$ 13.39	\$ 13.39	100.00
5307	PUBLIC OFFICIAL LIABILITY INS.	\$ 6,500.00	\$ 0.00	\$ 0.00	\$ 5,917.00	\$ 583.00	91.03
5540	TRAVEL CONVENTION & EDUCATION	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 4,389.90	\$ 1,389.90	146.33
5800	MISCELLANEOUS CHARGES	\$ 1,600.00	\$ 0.00	\$ 148.00	\$ 1,621.09	\$ 21.09	101.32
5810	DUES & ASSOC. MEMBERSHIPS	\$ 5,200.00	\$ 0.00	\$ 0.00	\$ 4,026.00	\$ 1,174.00	77.42
6001	OFFICE SUPPLIES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 393.78	\$ 106.22	78.76
11010	BOARD OF SUPERVISORS	\$ 57,676.00	\$ 8,363.39	\$ 2,224.50	\$ 33,941.01	\$ 15,371.60	73.35
FUNC 12110 COUNTY ADMINISTRATOR							
1100	SALARIES - REGULAR	\$ 215,195.00	\$ 71,731.65	\$ 17,932.92	\$ 143,463.36	\$ 0.01	100.00
1300	SALARIES - PART TIME	\$ 0.00	\$ 0.00	\$ 62.50	\$ 768.75	\$ 768.75	100.00
2100	FICA BENEFITS	\$ 16,462.00	\$ 5,265.07	\$ 1,321.06	\$ 9,823.71	\$ 1,373.22	91.66
2210	VSRS BENEFITS	\$ 26,125.00	\$ 8,708.27	\$ 2,177.05	\$ 17,416.40	\$ 0.33	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 18,423.00	\$ 6,248.30	\$ 1,535.21	\$ 12,281.68	\$ 106.98	100.58
2400	LIFE INSURANCE	\$ 2,561.00	\$ 853.56	\$ 213.41	\$ 1,707.26	\$ 0.18	99.99
2700	WORKERS COMPENSATION INSURANCE	\$ 192.00	\$ 0.00	\$ 0.00	\$ 191.63	\$ 0.37	99.81
3100	PROFESSIONAL SERVICES	\$ 4,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 4,000.00	0.00
3320	MAINTENANCE SERVICE CONTRACT	\$ 500.00	\$ 856.17	\$ 92.75	\$ 389.83	\$ 746.00	249.20
3500	PRINTING AND BINDING	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 528.73	\$ 1,471.27	26.44
5210	POSTAL SERVICES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
5230	TELECOMMUNICATIONS	\$ 1,000.00	\$ 316.40	\$ 62.65	\$ 434.50	\$ 249.10	75.09
5540	TRAVEL CONVENTION & EDUCATION	\$ 1,000.00	\$ 0.00	\$ 170.00	\$ 224.40	\$ 775.60	22.44
5800	MISCELLANEOUS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 188.58	\$ 188.58	100.00
5810	DUES & ASSOCIATION MEMBERSHIPS	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 823.00	\$ 677.00	54.87
6001	OFFICE SUPPLIES	\$ 1,000.00	\$ 0.00	\$ 17.55	\$ 563.39	\$ 436.61	56.34
6008	VEHICLE AND EQUIP FUEL	\$ 1,200.00	\$ 0.00	\$ 142.79	\$ 696.79	\$ 503.21	58.07
6012	BOOKS AND SUBSCRIPTIONS	\$ 1,350.00	\$ 0.00	\$ 89.11	\$ 672.93	\$ 677.07	49.85
8201	MACHINERY & EQUIPMENT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 68.93	\$ 68.93	100.00
8202	FURNITURE & FIXTURES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 136.68	\$ 136.68	100.00
12110	COUNTY ADMINISTRATOR	\$ 293,008.00	\$ 93,979.42	\$ 23,817.00	\$ 190,380.55	\$ 8,648.03	97.05
FUNC 12210 LEGAL SERVICES							
1100	SALARIES/WAGES - REGULAR	\$ 34,554.00	\$ 12,948.00	\$ 3,237.00	\$ 17,688.13	\$ 3,917.87	88.66
2100	FICA	\$ 2,644.00	\$ 990.52	\$ 247.63	\$ 1,353.76	\$ 299.72	88.66
2210	VSRS	\$ 4,195.00	\$ 0.00	\$ 0.00	\$ 575.45	\$ 3,619.55	13.72
2400	LIFE INSURANCE	\$ 411.00	\$ 0.00	\$ 0.00	\$ 57.73	\$ 353.27	14.05
3100	PROFESSIONAL SERVICES	\$ 32,000.00	\$ 0.00	\$ 1,530.00	\$ 11,547.88	\$ 20,452.12	36.09
12210	LEGAL SERVICES	\$ 73,804.00	\$ 13,938.52	\$ 5,014.63	\$ 31,222.95	\$ 28,642.53	61.19
FUNC 12310 COMMISSIONER OF REVENUE							
1100	SALARIES - REGULAR	\$ 137,820.00	\$ 45,940.00	\$ 11,485.00	\$ 91,880.00	\$ 0.00	100.00
2100	FICA BENEFITS	\$ 10,544.00	\$ 3,223.05	\$ 805.78	\$ 6,446.24	\$ 874.71	91.70
2210	VSRS BENEFITS	\$ 16,731.00	\$ 5,577.11	\$ 1,394.28	\$ 11,154.24	\$ 0.35	100.00

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2300	HEALTH INSURANCE BENEFITS	\$ 21,465.00	\$ 6,406.26	\$ 1,574.02	\$ 12,592.16	\$ 2,466.58	88.51
2400	LIFE INSURANCE	\$ 1,640.00	\$ 546.75	\$ 136.66	\$ 1,093.30	\$ 0.05	100.00
2700	WORKERS COMPENSATION INSURANCE	\$ 123.00	\$ 0.00	\$ 0.00	\$ 122.73	\$ 0.27	99.78
3100	PROFESSIONAL SERVICES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
3310	REPAIR & MAINTENANCE	\$ 100.00	\$ 0.00	\$ 60.00	\$ 60.00	\$ 40.00	60.00
3320	MAINTENANCE SERVICE CONTRACTS	\$ 750.00	\$ 127.88	\$ 22.05	\$ 3,647.97	\$ 3,025.85	503.45
3500	PRINTING AND BINDING	\$ 1,200.00	\$ 0.00	\$ 0.00	\$ 142.77	\$ 1,057.23	11.90
3600	ADVERTISING	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
4100	DATA PROCESSING	\$ 1,800.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,800.00	0.00
5210	POSTAL SERVICES	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 850.59	\$ 2,149.41	28.35
5230	TELECOMMUNICATIONS	\$ 1,200.00	\$ 0.00	\$ 37.99	\$ 265.12	\$ 934.88	22.09
5510	TRAVEL MILEAGE	\$ 600.00	\$ 0.00	\$ 106.22	\$ 754.46	\$ 154.46	125.74
5540	TRAVEL CONVENTION & EDUCATION	\$ 2,000.00	\$ 0.00	\$ 30.00	\$ 1,148.87	\$ 851.13	57.44
5810	DUES & MEMBERSHIPS	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 435.00	\$ 565.00	43.50
6001	OFFICE SUPPLIES	\$ 1,100.00	\$ 0.00	\$ 130.45	\$ 620.60	\$ 479.40	56.42
6012	BOOKS AND SUBSCRIPTIONS	\$ 800.00	\$ 0.00	\$ 164.89	\$ 317.89	\$ 482.11	39.74
8201	MACHINERY & EQUIPMENT	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00
12310	COMMISSIONER OF REVENUE	\$ 202,673.00	\$ 61,821.05	\$ 15,947.34	\$ 131,531.94	\$ 9,320.01	95.40
3320	FUNC 12320 ASSESSOR MAINTENANCE SERVICE CONTRACT	\$ 3,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,500.00	0.00
1100	FUNC 12410 TREASURER SALARIES - REGULAR	\$ 161,427.00	\$ 53,809.00	\$ 13,452.25	\$ 107,618.00	\$ 0.00	100.00
2100	FICA BENEFITS	\$ 12,350.00	\$ 4,082.95	\$ 1,020.76	\$ 8,166.02	\$ 101.03	99.18
2210	VRSR BENEFITS	\$ 19,597.00	\$ 6,532.43	\$ 1,633.10	\$ 13,064.80	\$ 0.23	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 10,254.00	\$ 3,477.73	\$ 854.48	\$ 6,835.84	\$ 59.57	100.58
2400	LIFE INSURANCE	\$ 1,921.00	\$ 640.40	\$ 160.07	\$ 1,280.58	\$ 0.02	100.00
2700	WORKERS COMPENSATION INSURANCE	\$ 144.00	\$ 0.00	\$ 0.00	\$ 143.75	\$ 0.25	99.83
3100	PROFESSIONAL SERVICES	\$ 300.00	\$ 0.00	\$ 22.05	\$ 649.35	\$ 349.35	216.45
3320	MAINTENANCE SERVICE CONTRACT	\$ 400.00	\$ 127.88	\$ 0.00	\$ 59.77	\$ 212.35	46.91
3500	PRINTING AND BINDING	\$ 8,500.00	\$ 0.00	\$ 0.00	\$ 4,968.61	\$ 3,531.39	58.45
3600	ADVERTISING	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00
5210	POSTAL SERVICES	\$ 19,000.00	\$ 0.00	\$ 0.00	\$ 9,024.10	\$ 9,975.90	47.50
5230	TELECOMMUNICATIONS	\$ 800.00	\$ 0.00	\$ 7.03	\$ 85.02	\$ 714.98	10.63
5306	SURETY BONDS	\$ 110.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 110.00	0.00
5510	TRAVEL MILEAGE	\$ 250.00	\$ 0.00	\$ 0.00	\$ 72.15	\$ 177.85	28.86
5540	TRAVEL CONVENTION & EDUCATION	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 1,180.47	\$ 819.53	59.02
5810	DUES & MEMBERSHIPS	\$ 1,000.00	\$ 0.00	\$ 75.00	\$ 755.00	\$ 245.00	75.50
6001	OFFICE SUPPLIES	\$ 4,500.00	\$ 0.00	\$ 34.15	\$ 1,765.33	\$ 2,734.67	39.23
6022	SUPPLIES - DOG TAGS	\$ 750.00	\$ 0.00	\$ 0.00	\$ 743.00	\$ 7.00	99.07
12410	TREASURER	\$ 244,303.00	\$ 68,670.39	\$ 17,258.89	\$ 156,411.79	\$ 19,220.82	92.13
1100	FUNC 12510 DATA PROCESSING SALARIES & WAGES - REGULAR	\$ 122,425.00	\$ 40,808.34	\$ 10,202.08	\$ 81,616.64	\$ 0.02	100.00
1300	SALARIES - PART TIME	\$ 0.00	\$ 0.00	\$ 345.00	\$ 1,935.00	\$ 1,935.00	100.00
2100	FICA BENEFITS	\$ 9,366.00	\$ 2,925.04	\$ 757.65	\$ 5,850.39	\$ 590.57	93.69
2210	VRSR	\$ 14,862.00	\$ 4,954.08	\$ 1,238.54	\$ 9,908.32	\$ 0.40	100.00
2300	HOSPITAL/MEDICAL PLANS	\$ 13,762.00	\$ 4,509.44	\$ 1,107.97	\$ 9,057.81	\$ 194.75	98.58
2400	LIFE INSURANCE	\$ 1,457.00	\$ 485.59	\$ 121.41	\$ 971.27	\$ 0.14	99.99
2700	WORKER'S COMPENSATION	\$ 111.00	\$ 0.00	\$ 0.00	\$ 110.32	\$ 0.68	99.39
3100	PROFESSIONAL SERVICES	\$ 10,000.00	\$ 900.00	\$ 200.00	\$ 1,925.00	\$ 7,175.00	28.25
3320	MAINTENANCE SERVICE CONTRACT	\$ 42,000.00	\$ 4,550.60	\$ 1,251.19	\$ 34,545.57	\$ 2,903.83	93.09
5210	POSTAL SERVICES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 7.11	\$ 492.89	1.42
5230	TELECOMMUNICATIONS	\$ 35,000.00	\$ 4,583.16	\$ 3,095.55	\$ 24,866.12	\$ 5,550.72	84.14
5540	TRAVEL CONVENTION & EDUCATION	\$ 500.00	\$ 0.00	\$ 0.00	\$ 207.41	\$ 292.59	41.48
6001	OFFICE SUPPLIES	\$ 2,000.00	\$ 0.00	\$ 599.00	\$ 1,618.16	\$ 381.84	80.91

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6012	BOOKS & SUBSCRIPTIONS	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00
8201	MACHINERY & EQUIPMENT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 428.29	\$ 428.29	100.00
8207	EDP EQUIPMENT	\$ 19,000.00	\$ 1,033.00	\$ 334.11	\$ 6,726.57	\$ 11,240.43	40.84
12510	DATA PROCESSING	\$ 271,183.00	\$ 64,749.25	\$ 19,252.50	\$ 179,773.98	\$ 26,659.77	90.17
FUNC 13100 ELECTORAL BOARD AND OFFICIALS							
1300	SALARIES - PART TIME	\$ 7,512.00	\$ 0.00	\$ 2,004.64	\$ 4,009.28	\$ 3,502.72	53.37
2100	FICA	\$ 575.00	\$ 0.00	\$ 153.35	\$ 306.70	\$ 268.30	53.34
3000	PURCHASED SERVICES	\$ 4,200.00	\$ 0.00	\$ 0.00	\$ 2,735.22	\$ 1,464.78	65.12
3160	ELECTORAL BOARD SERVICES	\$ 8,525.00	\$ 0.00	\$ 0.00	\$ 6,138.00	\$ 2,387.00	72.00
3320	MAINTENANCE SERVICE CONTRACT	\$ 5,220.00	\$ 0.00	\$ 4,701.86	\$ 4,701.86	\$ 518.14	90.07
3500	PRINTING AND BINDING	\$ 2,500.00	\$ 0.00	\$ 0.00	\$ 264.55	\$ 2,235.45	10.58
3600	ADVERTISING	\$ 340.00	\$ 0.00	\$ 0.00	\$ 120.28	\$ 219.72	35.38
5210	POSTAL SERVICES	\$ 2,500.00	\$ 0.00	\$ 0.00	\$ 1,092.75	\$ 1,407.25	43.71
5400	LEASES AND RENTALS	\$ 1,050.00	\$ 0.00	\$ 0.00	\$ 525.00	\$ 525.00	50.00
5510	TRAVEL MILEAGE	\$ 350.00	\$ 0.00	\$ 0.00	\$ 81.90	\$ 268.10	23.40
5540	TRAVEL CONVENTION & EDUCATION	\$ 600.00	\$ 0.00	\$ 0.00	\$ 9.53	\$ 590.47	1.59
5810	DUES, SUBSCRIPTIONS & MEMBERSHIPS	\$ 190.00	\$ 0.00	\$ 0.00	\$ 125.00	\$ 65.00	65.79
6000	MATERIAL AND SUPPLIES	\$ 600.00	\$ 0.00	\$ 0.00	\$ 372.16	\$ 227.84	62.03
8201	MACHINERY & EQUIPMENT	\$ 3,400.00	\$ 0.00	\$ 0.00	\$ 3,584.24	\$ 184.24	105.42
13100	ELECTORAL BOARD AND OFFICIALS	\$ 37,562.00	\$ 0.00	\$ 6,859.85	\$ 24,066.47	\$ 13,495.53	64.07
FUNC 13200 REGISTRAR							
1100	SALARIES - REGULAR	\$ 45,531.00	\$ 15,177.00	\$ 3,794.25	\$ 30,354.00	\$ 0.00	100.00
1300	SALARIES - PART TIME	\$ 8,840.00	\$ 0.00	\$ 104.00	\$ 5,853.00	\$ 2,987.00	66.21
2100	FICA BENEFITS	\$ 4,160.00	\$ 1,166.56	\$ 299.60	\$ 2,780.89	\$ 212.55	94.89
2210	VRSR BENEFITS	\$ 5,527.00	\$ 1,842.50	\$ 460.62	\$ 3,684.96	\$ 0.46	100.01
2400	LIFE INSURANCE	\$ 542.00	\$ 180.62	\$ 45.15	\$ 361.20	\$ 0.18	99.97
2700	WORKERS COMPENSATION INSURANCE	\$ 41.00	\$ 0.00	\$ 0.00	\$ 41.32	\$ 0.32	100.78
3310	REPAIR & MAINTENANCE	\$ 200.00	\$ 0.00	\$ 0.00	\$ 251.25	\$ 51.25	125.63
3320	MAINTENANCE & SERVICE CONTRACT	\$ 100.00	\$ 103.77	\$ 46.37	\$ 76.23	\$ 80.00	180.00
5230	TELECOMMUNICATIONS	\$ 900.00	\$ 316.40	\$ 51.55	\$ 397.27	\$ 186.33	79.30
5510	TRAVEL MILEAGE	\$ 150.00	\$ 0.00	\$ 0.00	\$ 148.12	\$ 1.88	98.75
5540	TRAVEL CONVENTION & EDUCATION	\$ 850.00	\$ 0.00	\$ 0.00	\$ 300.83	\$ 549.17	35.39
5810	DUES & SUBSCRIPTIONS	\$ 150.00	\$ 0.00	\$ 45.00	\$ 45.00	\$ 105.00	30.00
6001	OFFICE SUPPLIES	\$ 700.00	\$ 0.00	\$ 8.77	\$ 665.82	\$ 34.18	95.12
13200	REGISTRAR	\$ 67,691.00	\$ 18,786.85	\$ 4,855.31	\$ 44,959.89	\$ 3,944.26	94.17
FUNC 21100 CIRCUIT COURT							
2300	HOSPITAL/MEDICAL PLANS	\$ 0.00	\$ 59.81	\$ 0.00	\$ 0.00	\$ 59.81	100.00
5841	COMPENSATION OF JURORS	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 1,080.00	\$ 920.00	54.00
5842	JURY COMMISSIONERS	\$ 180.00	\$ 0.00	\$ 0.00	\$ 180.00	\$ 0.00	100.00
7001	SHARED COURT SERVICES	\$ 10,000.00	\$ 0.00	\$ 0.00	\$ 9,591.00	\$ 409.00	95.91
21100	CIRCUIT COURT	\$ 12,180.00	\$ 59.81	\$ 0.00	\$ 10,851.00	\$ 1,269.19	89.58
FUNC 21200 GENERAL DISTRICT COURT							
3150	LEGAL	\$ 0.00	\$ 0.00	\$ 0.00	\$ 675.00	\$ 675.00	100.00
3320	MAINTENANCE SERVICE CONTRACT	\$ 0.00	\$ 83.16	\$ 57.54	\$ 116.84	\$ 200.00	100.00
5210	POSTAL SERVICES	\$ 744.00	\$ 649.00	\$ 100.00	\$ 517.07	\$ 422.07	156.73
5230	TELECOMMUNICATIONS	\$ 2,000.00	\$ 0.00	\$ 256.01	\$ 1,467.14	\$ 532.86	73.36
5810	DUES & MEMBERSHIPS	\$ 85.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 85.00	0.00
6001	OFFICE SUPPLIES	\$ 1,500.00	\$ 0.00	\$ 192.00	\$ 499.90	\$ 1,000.10	33.33
6012	BOOKS AND SUBSCRIPTIONS	\$ 600.00	\$ 0.00	\$ 0.00	\$ 128.04	\$ 471.96	21.34
8201	MACHINERY & EQUIPMENT	\$ 135.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 135.00	0.00

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21200	GENERAL DISTRICT COURT	\$ 5,064.00	\$ 732.16	\$ 605.55	\$ 3,403.99	\$ 927.85	81.68
	FUNC 21300 MAGISTRATE						
5230	TELECOMMUNICATIONS	\$ 1,000.00	\$ 0.00	\$ 14.69	\$ 95.78	\$ 904.22	9.58
	FUNC 21500 JUVENILE & DOMESTIC RELATIONS OFFICE						
3320	MAINTENANCE SERVICE CONTRACT	\$ 1,221.00	\$ 234.24	\$ 0.00	\$ 165.76	\$ 821.00	32.76
5210	POSTAL SERVICES	\$ 550.00	\$ 373.00	\$ 97.65	\$ 195.30	\$ 18.30	103.33
5230	TELECOMMUNICATIONS	\$ 700.00	\$ 0.00	\$ 64.47	\$ 450.06	\$ 249.94	64.29
5810	DUES & MEMBERSHIPS	\$ 300.00	\$ 0.00	\$ 0.00	\$ 40.00	\$ 260.00	13.33
6001	OFFICE SUPPLIES	\$ 2,000.00	\$ 0.00	\$ 542.54	\$ 837.19	\$ 1,162.81	41.86
21500	JUVENILE & DOMESTIC RELATIONS OF	\$ 4,771.00	\$ 607.24	\$ 704.66	\$ 1,688.31	\$ 2,475.45	48.11
	FUNC 21600 CLERK OF THE CIRCUIT COURT						
1100	Salaries - Regular	\$ 126,029.00	\$ 54,447.72	\$ 13,611.93	\$ 72,059.65	\$ 478.37	100.38
1300	Salaries - Part Time	\$ 0.00	\$ 0.00	\$ 380.00	\$ 1,652.50	\$ 1,652.50	100.00
2100	FICA BENEFITS	\$ 12,814.00	\$ 4,241.04	\$ 1,089.34	\$ 8,604.70	\$ 31.74	100.25
2210	VSRS BENEFITS	\$ 20,335.00	\$ 6,609.95	\$ 1,652.49	\$ 13,244.56	\$ 480.49	97.64
2300	HEALTH INSURANCE BENEFITS	\$ 10,300.00	\$ 3,417.92	\$ 854.48	\$ 6,835.84	\$ 46.24	99.55
2400	LIFE INSURANCE	\$ 1,993.00	\$ 647.94	\$ 161.98	\$ 1,314.64	\$ 30.42	98.47
2700	WORKER'S COMPENSATION	\$ 148.00	\$ 0.00	\$ 0.00	\$ 147.55	\$ 0.45	99.70
3100	PROFESSIONAL SERVICES	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 2,261.71	\$ 738.29	75.39
3310	REPAIR & MAINTENANCE	\$ 150.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 150.00	0.00
3320	MAINTENANCE SERVICE CONTRACT	\$ 1,000.00	\$ 159.00	\$ 0.00	\$ 645.00	\$ 196.00	80.40
3500	PRINTING AND BINDING	\$ 300.00	\$ 0.00	\$ 0.00	\$ 654.08	\$ 354.08	218.03
3510	MICROFILMING	\$ 7,000.00	\$ 0.00	\$ 0.00	\$ 3,978.82	\$ 3,021.18	56.84
5210	POSTAL SERVICES	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 1,172.55	\$ 1,827.45	39.09
5230	TELECOMMUNICATIONS	\$ 1,000.00	\$ 0.00	\$ 67.86	\$ 475.21	\$ 524.79	47.52
6001	OFFICE SUPPLIES	\$ 4,350.00	\$ 0.00	\$ 161.10	\$ 3,533.25	\$ 816.75	81.22
8207	EDP EQUIPMENT	\$ 1,650.00	\$ 0.00	\$ 0.00	\$ 1,650.00	\$ 0.00	100.00
21600	CLERK OF THE CIRCUIT COURT	\$ 193,069.00	\$ 69,523.57	\$ 17,979.18	\$ 118,230.06	\$ 5,315.37	97.25
	FUNC 21900 VICTIM/WITNESS PROGRAM						
1300	SALARIES/WAGES - PART TIME	\$ 28,965.00	\$ 9,655.05	\$ 2,413.74	\$ 19,309.92	\$ 0.03	100.00
2100	FICA	\$ 2,217.00	\$ 730.26	\$ 182.56	\$ 1,460.48	\$ 26.26	98.82
2210	VSRS	\$ 3,516.00	\$ 1,172.11	\$ 293.03	\$ 2,344.24	\$ 0.35	100.01
2300	Health Insurance	\$ 3,978.00	\$ 1,738.87	\$ 427.24	\$ 3,417.92	\$ 1,178.79	129.63
2400	LIFE INSURANCE	\$ 345.00	\$ 148.04	\$ 37.02	\$ 296.15	\$ 99.19	128.75
2700	WORKER'S COMPENSATION	\$ 33.00	\$ 0.00	\$ 0.00	\$ 33.24	\$ 0.24	100.73
3000	PURCHASED SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 150.00	\$ 150.00	100.00
5230	TELECOMMUNICATIONS	\$ 0.00	\$ 0.00	\$ 13.99	\$ 58.73	\$ 58.73	100.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
6001	OFFICE SUPPLIES	\$ 220.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 220.00	0.00
21900	VICTIM/WITNESS PROGRAM	\$ 39,774.00	\$ 13,444.33	\$ 3,367.58	\$ 26,770.68	\$ 441.01	101.11
	FUNC 21920 COURT SERVICES DETOXIFICATION						
3845	PURCHASED SERVICES - DETOX	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00
	FUNC 21930 BLUE RIDGE LEGAL SERVICES						
5699	CIVIC CONTRIBUTIONS	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 2,000.00	\$ 0.00	100.00
	FUNC 21940 REGIONAL COURT SERVICES						
5699	CIVIC CONTRIBUTIONS	\$ 3,759.00	\$ 0.00	\$ 0.00	\$ 3,759.00	\$ 0.00	100.00
	FUNC 22100 COMMONWEALTH'S ATTORNEY						
1100	SALARIES - REGULAR	\$ 183,840.00	\$ 61,868.60	\$ 15,467.16	\$ 122,697.68	\$ 726.28	100.40

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1300	SALARIES - PART TIME	\$ 12,300.00	\$ 0.00	\$ 1,112.00	\$ 8,352.00	\$ 3,948.00	67.90
2100	FICA BENEFITS	\$ 15,005.00	\$ 5,420.72	\$ 1,440.24	\$ 10,848.74	\$ 1,264.46	108.43
2210	VSRS BENEFITS	\$ 22,318.00	\$ 7,026.58	\$ 1,756.65	\$ 14,635.74	\$ 655.68	97.06
2300	HEALTH INSURANCE BENEFITS	\$ 10,163.00	\$ 3,477.73	\$ 854.48	\$ 6,835.84	\$ 150.57	101.48
2400	LIFE INSURANCE	\$ 2,188.00	\$ 688.78	\$ 172.19	\$ 1,435.97	\$ 63.25	97.11
2700	WORKERS COMPENSATION INSURANCE	\$ 175.00	\$ 0.00	\$ 0.00	\$ 174.59	\$ 0.41	99.77
3320	MAINTENANCE SERVICE CONTRACT	\$ 1,000.00	\$ 127.80	\$ 0.00	\$ 384.76	\$ 487.44	51.26
5210	POSTAL SERVICES	\$ 900.00	\$ 0.00	\$ 0.00	\$ 350.25	\$ 549.75	38.92
5230	TELECOMMUNICATIONS	\$ 600.00	\$ 0.00	\$ 44.10	\$ 317.27	\$ 282.73	52.88
5540	TRAVEL CONVENTION & EDUCATION	\$ 3,500.00	\$ 0.00	\$ 0.00	\$ 1,577.18	\$ 1,922.82	45.06
5549	WITNESS TRAVEL EXPENDITURES	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00
5810	DUES & MEMBERSHIPS	\$ 1,030.00	\$ 0.00	\$ 0.00	\$ 520.00	\$ 510.00	50.49
6001	OFFICE SUPPLIES	\$ 1,300.00	\$ 0.00	\$ 53.80	\$ 972.19	\$ 327.81	74.78
6012	BOOKS AND SUBSCRIPTIONS	\$ 950.00	\$ 0.00	\$ 0.00	\$ 681.03	\$ 268.97	71.69
22100	COMMONWEALTH'S ATTORNEY	\$ 256,269.00	\$ 78,610.21	\$ 20,900.62	\$ 169,783.24	\$ 7,875.55	96.93
	FUNC 31200 SHERIFF						
1100	SALARIES - REGULAR	\$ 1,000,168.00	\$ 333,703.00	\$ 83,425.75	\$ 667,906.00	\$ 1,441.00	100.14
1300	SALARIES - PART TIME	\$ 20,000.00	\$ 0.00	\$ 2,731.08	\$ 12,068.03	\$ 7,931.97	60.34
2100	FICA BENEFITS	\$ 78,045.00	\$ 23,966.42	\$ 6,200.55	\$ 48,877.71	\$ 5,200.87	93.34
2210	VSRS BENEFITS	\$ 121,420.00	\$ 40,511.52	\$ 10,127.89	\$ 81,023.12	\$ 114.64	100.09
2300	HEALTH INSURANCE BENEFITS	\$ 113,555.00	\$ 38,670.86	\$ 9,501.45	\$ 76,011.60	\$ 1,127.46	100.99
2400	LIFE INSURANCE	\$ 11,902.00	\$ 3,971.16	\$ 992.75	\$ 7,942.06	\$ 11.22	100.09
2700	WORKERS COMPENSATION INSURANCE	\$ 10,829.00	\$ 0.00	\$ 0.00	\$ 10,828.69	\$ 0.31	100.00
2860	LINE OF DUTY BENEFITS	\$ 7,061.00	\$ 0.00	\$ 0.00	\$ 7,060.50	\$ 0.50	99.99
3100	PROFESSIONAL SERVICES	\$ 18,200.00	\$ 0.00	\$ 14.12	\$ 1,595.14	\$ 16,604.86	8.76
3310	REPAIR & MAINTENANCE	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 2,587.13	\$ 412.87	86.24
3320	MAINTENANCE SERVICE CONTRACT	\$ 23,000.00	\$ 2,737.78	\$ 5,145.40	\$ 13,439.22	\$ 6,823.00	70.33
3350	INSURED REPAIRS	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00
5210	POSTAL SERVICES	\$ 3,000.00	\$ 0.00	\$ 18.50	\$ 999.49	\$ 2,000.51	33.32
5230	TELECOMMUNICATIONS	\$ 12,000.00	\$ 7,752.98	\$ 1,458.08	\$ 10,610.66	\$ 6,363.64	153.03
5305	MOTOR VEHICLE INSURANCE	\$ 15,000.00	\$ 0.00	\$ 0.00	\$ 12,325.00	\$ 2,675.00	82.17
5530	TRAVEL SUBSISTANCE & LODGING	\$ 11,626.00	\$ 0.00	\$ 364.00	\$ 7,690.86	\$ 3,935.14	66.15
5540	TRAVEL CONVENTION & EDUCATION	\$ 2,500.00	\$ 0.00	\$ 660.00	\$ 1,564.00	\$ 936.00	62.56
5800	MISCELLANEOUS CHARGES	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 147.59	\$ 1,852.41	7.38
5810	DUES & MEMBERSHIPS	\$ 2,500.00	\$ 0.00	\$ 155.00	\$ 1,898.00	\$ 602.00	75.92
6001	OFFICE SUPPLIES	\$ 3,500.00	\$ 0.00	\$ 1,044.57	\$ 3,710.09	\$ 210.09	106.00
6007	REPAIR AND MAINTENANCE SUPPLIES	\$ 39,900.00	\$ 8,451.48	\$ 2,573.99	\$ 18,032.38	\$ 13,416.14	66.38
6008	VEHICLE AND EQUIP FUEL	\$ 75,000.00	\$ 0.00	\$ 3,127.88	\$ 46,657.68	\$ 28,342.32	62.21
6010	POLICE SUPPLIES	\$ 5,000.00	\$ 7,848.75	\$ 165.98	\$ 2,734.73	\$ 5,583.48	211.67
6011	UNIFORM AND WEARING APPAREL	\$ 7,000.00	\$ 0.00	\$ 346.58	\$ 3,006.41	\$ 3,993.59	42.95
6017	AMMUNITION	\$ 7,000.00	\$ 7,799.59	\$ 0.00	\$ 228.52	\$ 1,028.11	114.69
6024	INSURED REPAIRS	\$ 5,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 5,000.00	0.00
31200	SHERIFF	\$ 1,599,206.00	\$ 475,413.54	\$ 128,053.57	\$ 1,038,944.61	\$ 84,847.85	94.69
	FUNC 31210 CRIMINAL JUSTICE TRAINING CENTER						
5699	CIVIC CONTRIBUTIONS	\$ 16,000.00	\$ 0.00	\$ 0.00	\$ 16,300.00	\$ 300.00	101.88
	FUNC 31220 DRUG TASK FORCE						
5699	CIVIC CONTRIBUTIONS	\$ 9,500.00	\$ 0.00	\$ 0.00	\$ 4,833.08	\$ 4,666.92	50.87
	FUNC 32100 EMERGENCY MEDICAL SERVICES						
1100	SALARIES - REGULAR	\$ 254,212.00	\$ 86,202.13	\$ 24,582.69	\$ 172,520.54	\$ 4,510.67	101.77
1300	SALARIES - PART TIME	\$ 18,000.00	\$ 0.00	\$ 2,472.00	\$ 20,082.00	\$ 2,082.00	111.57
2100	FICA BENEFITS	\$ 20,824.00	\$ 6,594.46	\$ 1,914.02	\$ 13,478.47	\$ 751.07	96.39
2210	VSRS BENEFITS	\$ 26,195.00	\$ 8,732.71	\$ 1,910.30	\$ 15,271.86	\$ 2,190.43	91.64
2300	HEALTH INSURANCE BENEFITS	\$ 31,642.00	\$ 10,731.57	\$ 2,636.75	\$ 21,094.00	\$ 183.57	100.58

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2400	LIFE INSURANCE	\$ 2,568.00	\$ 820.05	\$ 187.24	\$ 1,496.81	\$ 251.14	90.22
2700	WORKERS COMPENSATION INSURANCE	\$ 14,755.00	\$ 0.00	\$ 0.00	\$ 14,755.52	\$ 0.52	100.00
2860	LINE OF DUTY BENEFITS	\$ 2,157.00	\$ 0.00	\$ 0.00	\$ 2,157.50	\$ 0.50	100.02
5230	TELECOMMUNICATIONS	\$ 800.00	\$ 0.00	\$ 62.81	\$ 637.66	\$ 162.34	79.71
5540	TRAVEL CONVENTION & EDUCATION	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
6001	OFFICE SUPPLIES	\$ 400.00	\$ 0.00	\$ 24.00	\$ 91.25	\$ 308.75	22.81
6008	VEHICLE AND EQUIP FUEL	\$ 1,500.00	\$ 0.00	\$ 70.13	\$ 359.63	\$ 1,140.37	23.98
6011	UNIFORM AND WEARING APPAREL	\$ 1,100.00	\$ 0.00	\$ 0.00	\$ 1,091.70	\$ 8.30	99.25
32100	EMERGENCY MEDICAL SERVICES	\$ 374,253.00	\$ 113,080.92	\$ 33,859.94	\$ 263,036.94	\$ 1,864.86	100.50
	FUNC 32200 VOLUNTEER FIRE COMPANIES						
5697	TWO FOR LIFE DISTRIBUTION	\$ 15,722.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 15,722.00	0.00
5698	FIRE PROGRAMS DISTRIBUTION	\$ 25,183.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 25,183.00	0.00
32200	VOLUNTEER FIRE COMPANIES	\$ 40,905.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 40,905.00	0.00
	FUNC 32201 BLUE RIDGE VOLUNTEER FIRE COMPANY						
2860	LINE OF DUTY BENEFITS	\$ 1,827.00	\$ 0.00	\$ 0.00	\$ 1,827.00	\$ 0.00	100.00
5699	CIVIC CONTRIBUTIONS	\$ 50,000.00	\$ 0.00	\$ 0.00	\$ 37,500.00	\$ 12,500.00	75.00
32201	BLUE RIDGE VOLUNTEER FIRE COMPAN	\$ 51,827.00	\$ 0.00	\$ 0.00	\$ 39,327.00	\$ 12,500.00	75.88
	FUNC 32202 BOYCE VOLUNTEER FIRE COMPANY						
2860	LINE OF DUTY BENEFITS	\$ 2,898.00	\$ 0.00	\$ 0.00	\$ 2,898.00	\$ 0.00	100.00
5699	CIVIC CONTRIBUTIONS	\$ 50,000.00	\$ 0.00	\$ 0.00	\$ 25,000.00	\$ 25,000.00	50.00
32202	BOYCE VOLUNTEER FIRE COMPANY	\$ 52,898.00	\$ 0.00	\$ 0.00	\$ 27,898.00	\$ 25,000.00	52.74
	FUNC 32203 ENDERS VOLUNTEER FIRE COMPANY						
2860	LINE OF DUTY BENEFITS	\$ 3,969.00	\$ 0.00	\$ 0.00	\$ 3,969.00	\$ 0.00	100.00
5699	CIVIC CONTRIBUTIONS	\$ 75,000.00	\$ 0.00	\$ 0.00	\$ 56,250.00	\$ 18,750.00	75.00
32203	ENDERS VOLUNTEER FIRE COMPANY	\$ 78,969.00	\$ 0.00	\$ 0.00	\$ 60,219.00	\$ 18,750.00	76.26
	FUNC 32204 SHENDANDOAH FARMS VOLUNTEER FIRE COMPANY						
2860	LINE OF DUTY BENEFITS	\$ 1,386.00	\$ 0.00	\$ 0.00	\$ 1,386.00	\$ 0.00	100.00
5699	CIVIC CONTRIBUTIONS	\$ 50,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 50,000.00	0.00
32204	SHENDANDOAH FARMS VOLUNTEER FIRE	\$ 51,386.00	\$ 0.00	\$ 0.00	\$ 1,386.00	\$ 50,000.00	2.70
	FUNC 32300 LORD FAIRFAX EMERGENCY MEDICAL						
5699	CIVIC CONTRIBUTION	\$ 4,929.00	\$ 0.00	\$ 0.00	\$ 4,929.00	\$ 0.00	100.00
	FUNC 32400 FORESTRY SERVICE						
5699	CIVIC CONTRIBUTION	\$ 2,231.00	\$ 0.00	\$ 0.00	\$ 2,230.65	\$ 0.35	99.98
	FUNC 33100 REGIONAL JAIL						
7000	JOINT OPERATIONS	\$ 465,093.00	\$ 0.00	\$ 0.00	\$ 232,568.50	\$ 232,524.50	50.00
	FUNC 33200 JUVENILE DETENTION						
3840	PURCHASED SERVICES - DETENTION C	\$ 50,818.00	\$ 0.00	\$ 0.00	\$ 25,408.62	\$ 25,409.38	50.00
	FUNC 33300 PROBATION OFFICE						
5210	POSTAL SERVICES	\$ 125.00	\$ 0.00	\$ 0.00	\$ 111.00	\$ 14.00	88.80
5230	TELECOMMUNICATIONS	\$ 500.00	\$ 0.00	\$ 33.05	\$ 198.33	\$ 301.67	39.67
6001	OFFICE SUPPLIES	\$ 300.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 300.00	0.00
33300	PROBATION OFFICE	\$ 925.00	\$ 0.00	\$ 33.05	\$ 309.33	\$ 615.67	33.44

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FUNC 34100 BUILDING INSPECTIONS							
1100	SALARIES - REGULAR	\$ 98,455.00	\$ 32,818.35	\$ 8,204.58	\$ 65,636.64	\$ 0.01	100.00
2100	FICA BENEFITS	\$ 7,532.00	\$ 2,285.09	\$ 571.30	\$ 4,570.28	\$ 676.63	91.02
2210	VSRS BENEFITS	\$ 11,952.00	\$ 3,984.19	\$ 996.03	\$ 7,968.24	\$ 0.43	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 11,186.00	\$ 3,793.65	\$ 932.10	\$ 7,456.80	\$ 64.45	100.58
2400	LIFE INSURANCE	\$ 1,172.00	\$ 390.51	\$ 97.64	\$ 781.10	\$ 0.39	99.97
2700	WORKERS COMPENSATION INSURANCE	\$ 1,020.00	\$ 0.00	\$ 0.00	\$ 1,020.20	\$ 0.20	100.02
3320	MAINTENANCE SERVICE CONTRACT	\$ 1,900.00	\$ 698.12	\$ 0.00	\$ 1,511.88	\$ 310.00	116.32
3500	PRINTING AND BINDING	\$ 600.00	\$ 0.00	\$ 0.00	\$ 73.05	\$ 526.95	12.17
3600	ADVERTISING	\$ 150.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 150.00	0.00
5210	POSTAL SERVICES	\$ 150.00	\$ 0.00	\$ 0.00	\$ 53.50	\$ 96.50	35.67
5230	TELECOMMUNICATIONS	\$ 1,300.00	\$ 185.12	\$ 61.80	\$ 402.10	\$ 712.78	45.17
5510	TRAVEL MILEAGE	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 600.00	\$ 0.00	\$ 0.00	\$ 260.00	\$ 340.00	43.33
5810	DUES & MEMBERSHIPS	\$ 500.00	\$ 0.00	\$ 204.00	\$ 274.00	\$ 226.00	54.80
6001	OFFICE SUPPLIES	\$ 1,500.00	\$ 0.00	\$ 26.70	\$ 147.20	\$ 1,352.80	9.81
6008	VEHICLE AND EQUIP FUEL	\$ 2,500.00	\$ 0.00	\$ 99.01	\$ 1,288.88	\$ 1,211.12	51.56
6012	BOOKS AND SUBSCRIPTIONS	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00
34100	BUILDING INSPECTIONS	\$ 141,617.00	\$ 44,155.03	\$ 11,193.16	\$ 91,443.87	\$ 6,018.10	95.75
FUNC 35100 ANIMAL CONTROL							
1100	SALARIES - REGULAR	\$ 35,845.00	\$ 11,948.35	\$ 2,987.08	\$ 23,896.64	\$ 0.01	100.00
1300	SALARIES - PART TIME	\$ 20,000.00	\$ 0.00	\$ 1,283.84	\$ 10,368.64	\$ 9,631.36	51.84
2100	FICA BENEFITS	\$ 4,272.00	\$ 774.66	\$ 291.88	\$ 2,342.49	\$ 1,154.85	72.97
2210	VSRS BENEFITS	\$ 4,352.00	\$ 1,450.54	\$ 362.63	\$ 2,901.04	\$ 0.42	99.99
2300	HEALTH INSURANCE BENEFITS	\$ 5,593.00	\$ 1,896.82	\$ 466.05	\$ 3,728.40	\$ 32.22	100.58
2400	LIFE INSURANCE	\$ 427.00	\$ 142.16	\$ 35.55	\$ 284.39	\$ 0.45	99.89
2700	WORKERS COMPENSATION INSURANCE	\$ 577.00	\$ 0.00	\$ 0.00	\$ 577.44	\$ 0.44	100.08
3100	PROFESSIONAL SERVICES	\$ 7,000.00	\$ 0.00	\$ 314.10	\$ 2,617.51	\$ 4,382.49	37.39
3500	PRINTING AND BINDING	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00
5210	POSTAL SERVICES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
5230	TELECOMMUNICATIONS	\$ 2,000.00	\$ 92.56	\$ 100.55	\$ 758.46	\$ 1,148.98	42.55
5510	TRAVEL MILEAGE	\$ 608.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 608.00	0.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,000.00	0.00
5810	DUES & MEMBERSHIPS	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
6001	OFFICE SUPPLIES	\$ 150.00	\$ 0.00	\$ 12.30	\$ 17.30	\$ 132.70	11.53
6004	MEDICAL AND LABORATORY SUPPLIES	\$ 1,500.00	\$ 0.00	\$ 480.40	\$ 1,638.99	\$ 138.99	109.27
6008	VEHICLE AND EQUIP FUEL	\$ 848.00	\$ 0.00	\$ 59.91	\$ 864.31	\$ 16.31	101.92
6011	UNIFORM AND WEARING APPAREL	\$ 400.00	\$ 0.00	\$ 136.70	\$ 136.70	\$ 263.30	34.17
6014	OTHER OPERATING SUPPLIES	\$ 5,000.00	\$ 66.86	\$ 267.10	\$ 1,355.23	\$ 3,577.91	28.44
35100	ANIMAL CONTROL	\$ 90,972.00	\$ 16,371.95	\$ 6,798.09	\$ 51,487.54	\$ 23,112.51	74.59
FUNC 35300 MEDICAL EXAMINER & INDIGENT BURIAL							
3100	PROFESSIONAL SERVICES	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 40.00	\$ 1,960.00	2.00
FUNC 35600 COMMUNICATIONS							
1100	Salaries - Regular	\$ 208,522.00	\$ 69,507.60	\$ 17,376.93	\$ 139,015.44	\$ 1.04	100.00
2100	FICA Benefits	\$ 15,952.00	\$ 5,091.63	\$ 1,272.89	\$ 10,183.06	\$ 677.31	95.75
2210	VSRS Benefits	\$ 25,315.00	\$ 8,438.28	\$ 2,109.55	\$ 16,876.40	\$ 0.32	100.00
2300	Health Insurance Benefits	\$ 31,228.00	\$ 10,591.16	\$ 2,602.25	\$ 20,818.00	\$ 181.16	100.58
2400	Life Insurance	\$ 2,481.00	\$ 827.17	\$ 206.78	\$ 1,654.23	\$ 0.40	100.02
2700	Worker's Compensation	\$ 186.00	\$ 0.00	\$ 0.00	\$ 185.68	\$ 0.32	99.83
3320	MAINTENANCE SERVICE CONTRACT	\$ 62,338.00	\$ 0.00	\$ 0.00	\$ 50,536.64	\$ 11,801.36	81.07
3330	SOFTWARE LICENSES	\$ 0.00	\$ 5,710.09	\$ 0.00	\$ 5,709.91	\$ 11,420.00	100.00
5230	TELECOMMUNICATIONS	\$ 26,250.00	\$ 677.36	\$ 1,904.05	\$ 14,584.36	\$ 10,988.28	58.14
5420	TOWER LEASE	\$ 27,412.00	\$ 8,280.00	\$ 2,070.00	\$ 19,132.29	\$ 0.29	100.00

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5540	TRAVEL CONVENTION & EDUCATION	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 738.25	\$ 1,261.75	36.91
5810	DUES & MEMBERSHIPS	\$ 300.00	\$ 0.00	\$ 0.00	\$ 230.00	\$ 70.00	76.67
6001	OFFICE SUPPLIES	\$ 2,000.00	\$ 0.00	\$ 76.00	\$ 1,689.44	\$ 310.56	84.47
6011	UNIFORM AND WEARING APPAREL	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 749.68	\$ 750.32	49.98
6014	OTHER OPERATING SUPPLIES	\$ 300.00	\$ 0.00	\$ 0.00	\$ 126.00	\$ 174.00	42.00
35600	COMMUNICATIONS	\$ 405,784.00	\$ 109,123.29	\$ 27,618.45	\$ 282,229.38	\$ 14,431.33	96.44
3840	FUNC 42400 REFUSE DISPOSAL PURCHASED SERVICES	\$ 168,000.00	\$ 0.00	\$ 346.68	\$ 74,681.42	\$ 93,318.58	44.45
6014	FUNC 42600 LITTER CONTROL PROGRAM OTHER OPERATING SUPPLIES	\$ 5,399.00	\$ 1,395.82	\$ 310.00	\$ 2,258.48	\$ 1,744.70	67.68
3840	FUNC 42700 SANITATION PURCHASED SERVICES	\$ 24,000.00	\$ 0.00	\$ 2,206.36	\$ 15,444.52	\$ 8,555.48	64.35
5699	CIVIC CONTRIBUTIONS (CCSA)	\$ 39,000.00	\$ 0.00	\$ 0.00	\$ 39,000.00	\$ 0.00	100.00
42700	SANITATION	\$ 63,000.00	\$ 0.00	\$ 2,206.36	\$ 54,444.52	\$ 8,555.48	86.42
1100	FUNC 43200 GENERAL PROPERTY MAINTENANCE SALARIES - REGULAR	\$ 158,749.00	\$ 46,899.96	\$ 11,725.06	\$ 93,817.16	\$ 18,031.88	88.64
2100	FICA BENEFITS	\$ 12,144.00	\$ 3,282.44	\$ 820.78	\$ 6,610.62	\$ 2,250.94	81.46
2210	VRSR BENEFITS	\$ 19,272.00	\$ 5,632.13	\$ 1,408.04	\$ 11,272.66	\$ 2,367.21	87.72
2300	HEALTH INSURANCE BENEFITS	\$ 20,611.00	\$ 5,852.37	\$ 1,437.93	\$ 11,044.70	\$ 3,713.93	81.98
2400	LIFE INSURANCE	\$ 1,889.00	\$ 558.10	\$ 139.53	\$ 1,116.47	\$ 214.43	88.65
2700	WORKERS COMPENSATION INSURANCE	\$ 4,086.00	\$ 0.00	\$ 0.00	\$ 4,086.34	\$ 0.34	100.01
3100	PROFESSIONAL SERVICES	\$ 600.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 600.00	0.00
3310	REPAIR & MAINTENANCE	\$ 17,835.00	\$ 16,781.90	\$ 0.00	\$ 4,047.00	\$ 2,993.90	116.79
3320	MAINTENANCE SERVICE CONTRACT	\$ 99,500.00	\$ 52,413.35	\$ 3,599.12	\$ 46,939.86	\$ 146.79	99.85
3600	ADVERTISING	\$ 900.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 900.00	0.00
5110	ELECTRICAL SERVICES	\$ 2,397.00	\$ 0.00	\$ 0.00	\$ 8.40	\$ 2,388.60	0.35
5120	HEATING SERVICES	\$ 6,649.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 6,649.00	0.00
5130	WATER & SEWAGE SERVICES	\$ 6,555.00	\$ 0.00	\$ 23.90	\$ 234.25	\$ 6,320.75	3.57
5230	TELECOMMUNICATIONS	\$ 3,900.00	\$ 898.33	\$ 250.03	\$ 1,848.71	\$ 1,152.96	70.44
5301	BOILER INSURANCE	\$ 1,952.00	\$ 0.00	\$ 0.00	\$ 1,952.00	\$ 0.00	100.00
5302	FIRE INSURANCE	\$ 19,420.00	\$ 0.00	\$ 0.00	\$ 19,420.00	\$ 0.00	100.00
5305	MOTOR VEHICLE INSURANCE	\$ 5,328.00	\$ 0.00	\$ 0.00	\$ 5,130.00	\$ 198.00	96.28
5308	GENERAL LIABILITY INSURANCE	\$ 9,000.00	\$ 0.00	\$ 0.00	\$ 8,356.00	\$ 644.00	92.84
5410	EQUIPMENT RENTAL	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,000.00	0.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00
6003	AGRICULTURAL SUPPLIES	\$ 750.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 750.00	0.00
6005	LAUNDRY, HOUSEKEEPING, & JANITOR	\$ 16,000.00	\$ 13,745.37	\$ 1,434.75	\$ 6,254.63	\$ 4,000.00	125.00
6007	REPAIR AND MAINTENANCE SUPPLIES	\$ 17,000.00	\$ 4,785.85	\$ 2,814.34	\$ 8,161.37	\$ 4,052.78	76.16
6008	VEHICLE AND EQUIP FUEL	\$ 8,888.00	\$ 0.00	\$ 282.87	\$ 4,137.99	\$ 4,750.01	46.56
6009	VEHICLE AND EQUIPMENT SUPPLIES	\$ 5,500.00	\$ 0.00	\$ 519.79	\$ 2,393.51	\$ 3,106.49	43.52
6014	OTHER OPERATING SUPPLIES	\$ 500.00	\$ 0.00	\$ 14.85	\$ 251.01	\$ 248.99	50.20
8201	MACHINERY & EQUIPMENT	\$ 8,000.00	\$ 0.00	\$ 0.00	\$ 567.52	\$ 7,432.48	7.09
8202	FURNITURE & FIXTURES	\$ 400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	0.00
43200	GENERAL PROPERTY MAINTENANCE	\$ 451,825.00	\$ 150,849.80	\$ 24,470.99	\$ 237,650.20	\$ 63,325.00	85.98
3100	FUNC 43201 ENERGY IMPROVEMENTS PROFESSIONAL SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,375.00	\$ 2,375.00	100.00
3100	FUNC 43202 101 CHALMERS COURT PROFESSIONAL SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 735.00	\$ 735.00	100.00
3310	REPAIR & MAINTENANCE	\$ 6,755.00	\$ 3,617.67	\$ 431.06	\$ 7,931.59	\$ 4,794.26	170.97
3320	MAINTENANCE SERVICE CONTRACTS	\$ 32,300.00	\$ 14,926.42	\$ 1,885.59	\$ 17,294.17	\$ 79.41	99.75

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3600	ADVERTISING	\$ 200.00	\$ 0.00	\$ 0.00	\$ 184.34	\$ 15.66	92.17	
5110	ELECTRICAL SERVICES	\$ 20,000.00	\$ 0.00	\$ 1,432.77	\$ 10,927.15	\$ 9,072.85	54.64	
5120	HEATING SERVICES	\$ 3,400.00	\$ 0.00	\$ 715.34	\$ 2,060.05	\$ 1,339.95	60.59	
5130	WATER & SEWAGE SERVICES	\$ 900.00	\$ 0.00	\$ 0.00	\$ 401.30	\$ 498.70	44.59	
5410	LEASE OF EQUIPMENT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 264.97	\$ 264.97	100.00	
6000	MATERIALS AND SUPPLIES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 50.50	\$ 50.50	100.00	
6007	REPAIR AND MAINT SUPPLIES	\$ 4,000.00	\$ 0.00	\$ 62.56	\$ 2,557.57	\$ 1,442.43	63.94	
43202	101 CHALMERS COURT	\$ 67,555.00	\$ 18,544.09	\$ 4,527.32	\$ 42,406.64	\$ 6,604.27	90.22	
	FUNC 43205 129 RAMSBURG LN MAINTENANCE DEPT							
3310	REPAIR & MAINTENANCE	\$ 1,588.00	\$ 446.50	\$ 53.50	\$ 1,751.60	\$ 610.10	138.42	
3320	MAINTENANCE SERVICE CONTRACTS	\$ 200.00	\$ 0.00	\$ 0.00	\$ 104.50	\$ 95.50	52.25	
5110	ELECTRICAL SERVICES	\$ 3,200.00	\$ 0.00	\$ 200.66	\$ 1,352.36	\$ 1,847.64	42.26	
5120	HEATING SERVICES	\$ 3,400.00	\$ 0.00	\$ 0.00	\$ 1,682.17	\$ 1,717.83	49.48	
5130	WATER & SEWAGE SERVICES	\$ 300.00	\$ 0.00	\$ 0.00	\$ 69.75	\$ 230.25	23.25	
6007	REPAIR AND MAINT SUPPLIES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 500.00	\$ 500.00	0.00	
43205	129 RAMSBURG LN MAINTENANCE DEPT	\$ 9,188.00	\$ 446.50	\$ 254.16	\$ 4,960.38	\$ 3,781.12	58.85	
	FUNC 43206 100 N CHRUCH ST/RADIO TOWER							
3310	REPAIR & MAINTENANCE	\$ 3,220.00	\$ 0.00	\$ 428.00	\$ 3,540.75	\$ 320.75	109.96	
3320	MAINTENANCE SERVICE CONTRACTS	\$ 2,800.00	\$ 900.00	\$ 0.00	\$ 1,870.00	\$ 30.00	98.93	
5110	ELECTRICAL SERVICES	\$ 12,100.00	\$ 0.00	\$ 935.64	\$ 4,742.43	\$ 7,357.57	39.19	
5120	HEATING SERVICES	\$ 3,000.00	\$ 0.00	\$ 795.27	\$ 1,671.29	\$ 1,328.71	55.71	
5130	WATER & SEWAGE SERVICES	\$ 2,050.00	\$ 0.00	\$ 21.90	\$ 1,292.70	\$ 757.30	63.06	
6007	REPAIR AND MAINT SUPPLIES	\$ 200.00	\$ 0.00	\$ 0.00	\$ 181.32	\$ 18.68	90.66	
43206	100 N CHRUCH ST/RADIO TOWER	\$ 23,370.00	\$ 900.00	\$ 2,180.81	\$ 13,298.49	\$ 9,171.51	60.76	
	FUNC 43207 102 N CHRUCH ST							
3310	REPAIR & MAINTENANCE	\$ 5,150.00	\$ 3,372.00	\$ 723.05	\$ 5,778.28	\$ 4,000.28	177.68	
3320	MAINTENANCE SERVICE CONTRACTS	\$ 200.00	\$ 0.00	\$ 0.00	\$ 171.00	\$ 29.00	85.50	
5110	ELECTRICAL SERVICES	\$ 18,000.00	\$ 0.00	\$ 2,497.63	\$ 12,036.99	\$ 5,963.01	66.87	
6007	REPAIR AND MAINT SUPPLIES	\$ 3,600.00	\$ 0.00	\$ 355.99	\$ 1,019.59	\$ 2,580.41	28.32	
43207	102 N CHRUCH ST	\$ 26,950.00	\$ 3,372.00	\$ 3,576.67	\$ 19,005.86	\$ 4,572.14	83.03	
	FUNC 43208 104 N CHURCH/106 N CHURCH ST							
3310	REPAIR & MAINTENANCE	\$ 23,850.00	\$ 11,372.00	\$ 0.00	\$ 13,529.00	\$ 1,051.00	104.41	
3320	MAINTENANCE SERVICE CONTRACTS	\$ 1,700.00	\$ 0.00	\$ 0.00	\$ 1,643.00	\$ 57.00	96.65	
5110	ELECTRICAL SERVICES	\$ 9,200.00	\$ 0.00	\$ 805.61	\$ 4,720.99	\$ 4,479.01	51.32	
5120	HEATING SERVICES	\$ 3,600.00	\$ 0.00	\$ 1,652.99	\$ 2,368.62	\$ 1,231.38	65.80	
5130	WATER & SEWAGE SERVICES	\$ 1,300.00	\$ 0.00	\$ 0.00	\$ 485.54	\$ 814.46	37.35	
6007	REPAIR AND MAINT SUPPLIES	\$ 1,300.00	\$ 0.00	\$ 0.00	\$ 801.74	\$ 498.26	61.67	
43208	104 N CHURCH/106 N CHURCH ST	\$ 40,950.00	\$ 11,372.00	\$ 2,458.60	\$ 23,548.89	\$ 6,029.11	85.28	
	FUNC 43209 225 RAMSBURG LANE ANIMAL SHELTER							
3310	PROFESSIONAL SERVICES	\$ 5,550.00	\$ 1,645.00	\$ 405.00	\$ 4,770.13	\$ 865.13	115.59	
3320	MAINTENANCE SERVICE CONTRACTS	\$ 600.00	\$ 0.00	\$ 0.00	\$ 513.00	\$ 87.00	85.50	
5110	ELECTRICAL SERVICES	\$ 4,800.00	\$ 0.00	\$ 368.17	\$ 3,041.84	\$ 1,758.16	63.37	
5120	HEATING SERVICES	\$ 9,600.00	\$ 0.00	\$ 658.50	\$ 4,058.21	\$ 5,541.79	42.27	
5130	WATER & SEWAGE SERVICES	\$ 50.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 50.00	0.00	
6007	REPAIR AND MAINT SUPPLIES	\$ 3,300.00	\$ 0.00	\$ 0.00	\$ 523.21	\$ 2,776.79	15.85	
43209	225 RAMSBURG LANE ANIMAL SHELTER	\$ 23,900.00	\$ 1,645.00	\$ 1,431.67	\$ 12,906.39	\$ 9,348.61	60.88	
	FUNC 43210 524 WESTWOOD RD							

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3310	REPAIR & MAINTENANCE	\$ 907.00	\$ 0.00	\$ 0.00	\$ 1,038.34	\$ 131.34	114.48	
3320	MAINTENANCE SERVICE CONTRACTS	\$ 200.00	\$ 0.00	\$ 0.00	\$ 190.00	\$ 10.00	95.00	
5110	ELECTRICAL SERVICES	\$ 1,900.00	\$ 0.00	\$ 103.61	\$ 1,066.78	\$ 833.22	56.15	
5120	HEATING SERVICES	\$ 1,000.00	\$ 0.00	\$ 585.29	\$ 1,196.10	\$ 196.10	119.61	
6007	REPAIR AND MAINT SUPPLIES	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 188.59	\$ 1,311.41	12.57	
43210	524 WESTWOOD RD	\$ 5,507.00	\$ 0.00	\$ 688.90	\$ 3,679.81	\$ 1,827.19	66.82	
	FUNC 43211 225 AL SMITH CIR REC CENTER							
3310	REPAIR & MAINTENANCE	\$ 22,747.00	\$ 743.00	\$ 372.00	\$ 31,725.40	\$ 9,721.40	142.74	
3320	MAINTENANCE SERVICE CONTRACTS	\$ 1,300.00	\$ 1,000.00	\$ 0.00	\$ 1,209.00	\$ 909.00	169.92	
5110	ELECTRICAL SERVICES	\$ 15,400.00	\$ 0.00	\$ 1,511.31	\$ 10,611.55	\$ 4,788.45	68.91	
5120	HEATING SERVICES	\$ 4,600.00	\$ 0.00	\$ 1,487.23	\$ 2,638.00	\$ 1,962.00	57.35	
5130	WATER & SEWAGE SERVICES	\$ 1,700.00	\$ 0.00	\$ 0.00	\$ 1,178.00	\$ 522.00	69.29	
6007	REPAIR AND MAINT SUPPLIES	\$ 1,700.00	\$ 0.00	\$ 81.00	\$ 1,773.94	\$ 73.94	104.35	
43211	225 AL SMITH CIR REC CENTER	\$ 47,447.00	\$ 1,743.00	\$ 3,451.54	\$ 49,135.89	\$ 3,431.89	107.23	
	FUNC 43212 225 AL SMITH CIR PARK OFFICE/GROUNDS							
3310	REPAIR & MAINTENANCE	\$ 4,228.00	\$ 1,948.57	\$ 0.00	\$ 3,421.38	\$ 1,141.95	127.01	
5110	ELECTRICAL SERVICES	\$ 4,600.00	\$ 0.00	\$ 376.48	\$ 4,384.55	\$ 215.45	95.32	
5130	WATER & SEWAGE SERVICES	\$ 5,000.00	\$ 0.00	\$ 0.00	\$ 1,398.93	\$ 3,601.07	27.98	
6007	REPAIR AND MAINT SUPPLIES	\$ 7,000.00	\$ 0.00	\$ 19.26	\$ 5,277.78	\$ 1,722.22	75.40	
43212	225 AL SMITH CIR PARK OFFICE/GRO	\$ 20,828.00	\$ 1,948.57	\$ 395.74	\$ 14,482.64	\$ 4,396.79	78.89	
	FUNC 43213 225 AL SMITH CIR POOL							
3310	REPAIR & MAINTENANCE	\$ 1,100.00	\$ 624.75	\$ 0.00	\$ 375.25	\$ 100.00	90.91	
5110	ELECTRICAL SERVICES	\$ 9,500.00	\$ 0.00	\$ 104.81	\$ 2,836.50	\$ 6,663.50	29.86	
5130	WATER & SEWAGE SERVICES	\$ 9,400.00	\$ 0.00	\$ 0.00	\$ 4,612.64	\$ 4,787.36	49.07	
6007	REPAIR AND MAINT SUPPLIES	\$ 2,900.00	\$ 0.00	\$ 39.00	\$ 113.44	\$ 2,786.56	3.91	
43213	225 AL SMITH CIR POOL	\$ 22,900.00	\$ 624.75	\$ 143.81	\$ 7,937.83	\$ 14,337.42	37.39	
	FUNC 43214 225 AL SMITH CIR BASEBALL							
3310	REPAIR & MAINTENANCE	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00	
5110	ELECTRICAL SERVICES	\$ 1,700.00	\$ 0.00	\$ 32.36	\$ 878.25	\$ 821.75	51.66	
6007	REPAIR AND MAINT SUPPLIES	\$ 3,800.00	\$ 0.00	\$ 23.99	\$ 3,769.81	\$ 30.19	99.21	
43214	225 AL SMITH CIR BASEBALL	\$ 5,600.00	\$ 0.00	\$ 56.35	\$ 4,648.06	\$ 951.94	83.00	
	FUNC 43215 225 AL SMITH CIR SOCCER							
3310	REPAIR & MAINTENANCE	\$ 150.00	\$ 0.00	\$ 0.00	\$ 325.00	\$ 175.00	216.67	
5110	ELECTRICAL SERVICES	\$ 700.00	\$ 0.00	\$ 27.07	\$ 410.41	\$ 289.59	58.63	
6007	REPAIR AND MAINT SUPPLIES	\$ 3,700.00	\$ 2,541.98	\$ 0.00	\$ 1,075.57	\$ 82.45	97.77	
43215	225 AL SMITH CIR SOCCER	\$ 4,550.00	\$ 2,541.98	\$ 27.07	\$ 1,810.98	\$ 197.04	95.67	
	FUNC 43232 32 E MAIN ST							
6007	REPAIR AND MAINT SUPPLIES	\$ 300.00	\$ 0.00	\$ 0.00	\$ 13.80	\$ 286.20	4.60	
	FUNC 43236 36 E MAIN ST							
3310	REPAIR & MAINTENANCE	\$ 8,890.00	\$ 2,191.74	\$ 0.00	\$ 6,690.26	\$ 8.00	99.91	
5110	ELECTRICAL SERVICES	\$ 750.00	\$ 0.00	\$ 52.38	\$ 311.23	\$ 438.77	41.50	
5120	HEATING SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,002.96	\$ 1,002.96	100.00	
5130	WATER & SEWAGE SERVICES	\$ 600.00	\$ 0.00	\$ 0.00	\$ 452.45	\$ 147.55	75.41	
6007	REPAIR AND MAINT SUPPLIES	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 1.99	\$ 1,998.01	0.10	
43236	36 E MAIN ST	\$ 12,240.00	\$ 2,191.74	\$ 52.38	\$ 8,458.89	\$ 1,589.37	87.01	

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3310	FUNC 43237 311 E MAIN ST REPAIR & MAINTENANCE	\$ 1,880.00	\$ 0.00	\$ 428.00	\$ 3,990.68	\$ 2,110.68	212.27
3320	MAINTENANCE SERVICE CONTRACTS	\$ 1,700.00	\$ 0.00	\$ 0.00	\$ 1,624.00	\$ 76.00	95.53
5110	ELECTRICAL SERVICES	\$ 6,500.00	\$ 0.00	\$ 758.89	\$ 4,352.61	\$ 2,147.39	66.96
5130	WATER & SEWAGE SERVICES	\$ 800.00	\$ 0.00	\$ 0.00	\$ 452.44	\$ 347.56	56.55
6007	REPAIR AND MAINT SUPPLIES	\$ 800.00	\$ 0.00	\$ 204.29	\$ 1,761.60	\$ 961.60	220.20
43237	311 E MAIN ST	\$ 11,680.00	\$ 0.00	\$ 1,391.18	\$ 12,181.33	\$ 501.33	104.29
5610	FUNC 51100 LOCAL HEALTH DEPARTMENT CIVIC CONTRIBUTIONS	\$ 199,000.00	\$ 0.00	\$ 0.00	\$ 49,750.00	\$ 149,250.00	25.00
5699	FUNC 51200 OUR HEALTH CIVIC CONTRIBUTIONS	\$ 6,500.00	\$ 0.00	\$ 0.00	\$ 6,500.00	\$ 0.00	100.00
5620	FUNC 52500 NORTHWESTERN COMMUNITY SERVICES CIVIC CONTRIBUTIONS	\$ 82,000.00	\$ 0.00	\$ 0.00	\$ 61,500.00	\$ 20,500.00	75.00
5699	FUNC 52800 CONCERN HOTLINE CIVIC CONTRIBUTIONS	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 1,000.00	\$ 0.00	100.00
5699	FUNC 52900 NW WORKS CIVIC CONTRIBUTIONS	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 1,000.00	\$ 0.00	100.00
5699	FUNC 53230 SHENANDOAH AREA AGENCY ON AGING CIVIC CONTRIBUTIONS	\$ 40,000.00	\$ 0.00	\$ 0.00	\$ 30,000.00	\$ 10,000.00	75.00
5699	FUNC 53240 VIRGINIA REGIONAL TRANSIT CIVIC CONTRIBUTIONS	\$ 17,639.00	\$ 0.00	\$ 0.00	\$ 8,819.50	\$ 8,819.50	50.00
5699	FUNC 53500 THE LAUREL CENTER (SHELTER FOR ABUSED WOMEN) CIVIC CONTRIBUTIONS	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,000.00	0.00
5699	FUNC 53600 ACCESS INDEPENDENCE CIVIC CONTRIBUTIONS	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 1,000.00	\$ 0.00	100.00
5699	FUNC 69100 LORD FAIRFAX COMMUNITY COLLEGE CIVIC CONTRIBUTIONS	\$ 14,355.00	\$ 0.00	\$ 0.00	\$ 10,766.25	\$ 3,588.75	75.00
1100	FUNC 71100 PARKS ADMINISTRATION SALARIES - REGULAR	\$ 232,243.00	\$ 77,414.35	\$ 19,353.58	\$ 154,828.64	\$ 0.01	100.00
1300	SALARIES - PART TIME	\$ 13,356.00	\$ 0.00	\$ 0.00	\$ 9,695.25	\$ 3,660.75	72.59
2100	FICA BENEFITS	\$ 18,789.00	\$ 5,380.76	\$ 1,345.17	\$ 11,503.05	\$ 1,905.19	89.86
2210	VSRS BENEFITS	\$ 28,194.00	\$ 9,398.15	\$ 2,349.52	\$ 18,796.16	\$ 0.31	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 29,143.00	\$ 9,726.04	\$ 2,389.69	\$ 19,117.52	\$ 299.44	98.97
2400	LIFE INSURANCE	\$ 2,764.00	\$ 921.16	\$ 230.32	\$ 1,842.53	\$ 0.31	99.99
2700	WORKERS COMPENSATION INSURANCE	\$ 8,165.00	\$ 0.00	\$ 0.00	\$ 8,164.69	\$ 0.31	100.00
3300	PURCHASED SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 13.77	\$ 13.77	100.00
3320	MAINTENANCE SERVICE CONTRACT	\$ 4,772.00	\$ 1,765.96	\$ 161.57	\$ 1,166.04	\$ 1,840.00	61.44
3500	PRINTING AND BINDING	\$ 1,225.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,225.00	0.00
3600	ADVERTISING	\$ 1,190.00	\$ 0.00	\$ 0.00	\$ 254.70	\$ 935.30	21.40
5210	POSTAL SERVICES	\$ 6,260.00	\$ 1,306.87	\$ 0.00	\$ 2,858.13	\$ 2,095.00	66.53
5230	TELECOMMUNICATIONS	\$ 3,961.00	\$ 0.00	\$ 130.35	\$ 936.99	\$ 3,024.01	23.66
5400	LEASES AND RENTALS	\$ 530.00	\$ 0.00	\$ 0.00	\$ 3,270.32	\$ 2,740.32	617.04
5510	TRAVEL MILEAGE	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 2,274.00	\$ 0.00	\$ 285.00	\$ 1,164.18	\$ 1,109.82	51.20
5810	DUES & MEMBERSHIPS	\$ 1,775.00	\$ 0.00	\$ 242.00	\$ 1,192.00	\$ 583.00	67.15
6001	OFFICE SUPPLIES	\$ 2,500.00	\$ 0.00	\$ 99.00	\$ 1,339.71	\$ 1,160.29	53.59

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6003	AGRICULTURAL SUPPLIES	\$ 1,090.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,090.00	0.00
6008	VEHICLE AND EQUIP FUEL	\$ 2,000.00	\$ 0.00	\$ 5.91	\$ 466.82	\$ 1,533.18	23.34
6011	UNIFORM AND WEARING APPAREL	\$ 1,250.00	\$ 0.00	\$ 0.00	\$ 633.25	\$ 616.75	50.66
6013	EDUCATIONAL AND REC SUPPLIES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 42.40	\$ 42.40	100.00
6014	OTHER OPERATING SUPPLIES	\$ 1,856.00	\$ 0.00	\$ 20.77	\$ 1,147.12	\$ 708.88	61.81
71100	PARKS ADMINISTRATION	\$ 363,437.00	\$ 105,913.29	\$ 26,612.88	\$ 238,433.27	\$ 19,090.44	94.75
FUNC 71310 CLARKE COUNTY RECREATION CENTER							
1100	SALARIES - REGULAR	\$ 43,210.00	\$ 14,403.35	\$ 3,600.83	\$ 28,806.64	\$ 0.01	100.00
1300	SALARIES - PART TIME	\$ 25,809.00	\$ 0.00	\$ 2,811.77	\$ 16,708.43	\$ 9,100.57	64.74
2100	FICA BENEFITS	\$ 5,280.00	\$ 1,091.35	\$ 487.93	\$ 3,460.81	\$ 727.84	86.22
2210	VSRS BENEFITS	\$ 5,246.00	\$ 1,748.57	\$ 437.14	\$ 3,497.12	\$ 0.31	99.99
2300	HEALTH INSURANCE BENEFITS	\$ 5,127.00	\$ 1,709.08	\$ 427.24	\$ 3,417.92	\$ 0.00	100.00
2400	LIFE INSURANCE	\$ 514.00	\$ 171.40	\$ 42.85	\$ 342.80	\$ 0.20	100.04
2700	WORKERS COMPENSATION INSURANCE	\$ 684.00	\$ 0.00	\$ 0.00	\$ 684.37	\$ 0.37	100.05
3600	ADVERTISING	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00
5230	TELECOMMUNICATIONS	\$ 400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	0.00
5830	REFUNDS	\$ 400.00	\$ 0.00	\$ 0.00	\$ 120.00	\$ 280.00	30.00
6001	OFFICE SUPPLIES	\$ 250.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 250.00	0.00
6002	FOOD SUPPLIES & FOOD SERVICE SUP	\$ 1,820.00	\$ 0.00	\$ 126.71	\$ 431.22	\$ 1,388.78	23.69
6013	EDUCATIONAL AND RECREATIONAL SUP	\$ 2,300.00	\$ 0.00	\$ 0.00	\$ 952.93	\$ 1,347.07	41.43
6014	OTHER OPERATING SUPPLIES	\$ 4,500.00	\$ 0.00	\$ 2,440.44	\$ 4,220.50	\$ 279.50	93.79
6015	MERCHANDISE FOR RESALE	\$ 10,000.00	\$ 0.00	\$ 545.13	\$ 2,434.55	\$ 7,565.45	24.35
71310	CLARKE COUNTY RECREATION CENTER	\$ 105,740.00	\$ 19,123.75	\$ 10,920.04	\$ 65,077.29	\$ 21,538.96	79.63
FUNC 71320 SWIMMING POOL							
1300	SALARIES - PART TIME	\$ 60,251.00	\$ 0.00	\$ 0.00	\$ 39,839.47	\$ 20,411.53	66.12
2100	FICA BENEFITS	\$ 4,610.00	\$ 0.00	\$ 0.00	\$ 3,047.71	\$ 1,562.29	66.11
3100	PROFESSIONAL SERVICES	\$ 2,900.00	\$ 0.00	\$ 0.00	\$ 105.00	\$ 2,795.00	3.62
5540	TRAVEL CONVENTION & EDUCATION	\$ 600.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 600.00	0.00
5810	DUES & MEMBERSHIPS	\$ 2,375.00	\$ 0.00	\$ 0.00	\$ 1,100.00	\$ 1,275.00	46.32
5830	REFUNDS	\$ 500.00	\$ 0.00	\$ 0.00	\$ 190.00	\$ 310.00	38.00
6011	UNIFORM AND WEARING APPAREL	\$ 1,143.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,143.00	0.00
6013	EDUCATIONAL AND RECREATIONAL SUP	\$ 1,700.00	\$ 0.00	\$ 0.00	\$ 213.85	\$ 1,486.15	12.58
6014	OTHER OPERATING SUPPLIES	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 121.18	\$ 1,878.82	6.06
6015	MERCHANDISE FOR RESALE	\$ 2,400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,400.00	0.00
6026	POOL CHEMICALS	\$ 11,000.00	\$ 0.00	\$ 0.00	\$ 2,245.00	\$ 8,755.00	20.41
71320	SWIMMING POOL	\$ 89,479.00	\$ 0.00	\$ 0.00	\$ 46,862.21	\$ 42,616.79	52.37
FUNC 71330 CONCESSION STAND							
1300	SALARIES/WAGES - PART TIME	\$ 4,400.00	\$ 0.00	\$ 0.00	\$ 3,511.38	\$ 888.62	79.80
2100	FICA	\$ 337.00	\$ 0.00	\$ 0.00	\$ 268.62	\$ 68.38	79.71
6001	OFFICE SUPPLIES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
6015	MERCHANDISE FOR RESALE	\$ 16,000.00	\$ 0.00	\$ 0.00	\$ 5,412.26	\$ 10,587.74	33.83
71330	CONCESSION STAND	\$ 21,237.00	\$ 0.00	\$ 0.00	\$ 9,192.26	\$ 12,044.74	43.28
FUNC 71350 PROGRAMS							
1100	SALARIES/WAGES - REGULAR	\$ 33,856.00	\$ 10,547.00	\$ 2,636.75	\$ 22,201.48	\$ 1,107.52	96.73
1300	SALARIES - PART TIME	\$ 94,500.00	\$ 0.00	\$ 5,066.88	\$ 53,552.71	\$ 40,947.29	56.67
2100	FICA BENEFITS	\$ 9,820.00	\$ 593.61	\$ 536.02	\$ 5,717.77	\$ 3,508.62	64.27
2210	VSRS	\$ 4,110.00	\$ 1,280.41	\$ 320.10	\$ 2,695.26	\$ 134.33	96.73
2300	HOSPITAL/MEDICAL PLANS	\$ 0.00	\$ 2,770.57	\$ 680.74	\$ 1,361.48	\$ 4,132.05	100.00
2400	LIFE INSURANCE	\$ 403.00	\$ 125.51	\$ 31.38	\$ 264.19	\$ 13.30	96.70
2700	WORKERS COMPENSATION BENEFITS	\$ 873.00	\$ 0.00	\$ 0.00	\$ 873.46	\$ 0.46	100.05
2800	OTHER BENEFITS - ANNUAL LEAVE PA	\$ 0.00	\$ 0.00	\$ 0.00	\$ 371.18	\$ 371.18	100.00

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3100	PROFESSIONAL SERVICES	\$ 50,500.00	\$ 63,605.02	\$ 2,881.15	\$ 31,728.82	\$ 44,833.84	188.78
3500	PRINTING AND BINDING	\$ 9,000.00	\$ 6,756.00	\$ 0.00	\$ 4,722.96	\$ 2,478.96	127.54
3600	ADVERTISING	\$ 1,700.00	\$ 0.00	\$ 0.00	\$ 442.00	\$ 1,258.00	26.00
5210	POSTAL SERVICES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
5400	LEASES AND RENTALS	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 224.03	\$ 1,275.97	14.94
5540	TRAVEL CONVENTION & EDUCATION	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
5560	GROUP TRIPS	\$ 15,000.00	\$ 0.00	\$ 0.00	\$ 1,583.72	\$ 13,416.28	10.56
5810	DUES & MEMBERSHIPS	\$ 500.00	\$ 0.00	\$ 0.00	\$ 54.00	\$ 446.00	10.80
5830	REFUNDS	\$ 7,500.00	\$ 0.00	\$ 372.75	\$ 2,788.20	\$ 4,711.80	37.18
6001	OFFICE SUPPLIES	\$ 100.00	\$ 0.00	\$ 210.31	\$ 227.89	\$ 127.89	227.89
6002	FOOD SUPPLIES & FOOD SERVICE SUP	\$ 6,900.00	\$ 0.00	\$ 304.96	\$ 3,714.34	\$ 3,185.66	53.83
6011	UNIFORM AND WEARING APPAREL	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 876.50	\$ 2,123.50	29.22
6013	EDUCATIONAL AND RECREATIONAL SUP	\$ 6,500.00	\$ 0.00	\$ 407.66	\$ 2,171.41	\$ 4,328.59	33.41
6014	OTHER OPERATING SUPPLIES	\$ 5,000.00	\$ 0.00	\$ 3.49	\$ 1,232.39	\$ 3,767.61	24.65
6015	MERCHANDISE FOR RESALE	\$ 6,000.00	\$ 1,008.00	\$ 4,821.00	\$ 6,096.00	\$ 1,104.00	118.40
71350	PROGRAMS	\$ 257,362.00	\$ 86,686.12	\$ 18,273.19	\$ 142,899.79	\$ 27,776.09	89.21
FUNC 72220 JOSEPHINE SCHOOL COMMUNITY MUSEUM							
5699	CIVIC CONTRIBUTIONS	\$ 7,290.00	\$ 0.00	\$ 0.00	\$ 7,290.00	\$ 0.00	100.00
FUNC 72600 VIRGINIA COMMISSION FOR THE ARTS							
5699	CIVIC CONTRIBUTIONS	\$ 10,000.00	\$ 0.00	\$ 4,000.00	\$ 9,000.00	\$ 1,000.00	90.00
FUNC 73200 REGIONAL LIBRARY							
5699	CIVIC CONTRIBUTIONS	\$ 182,119.00	\$ 0.00	\$ 0.00	\$ 136,589.25	\$ 45,529.75	75.00
FUNC 81110 PLANNING ADMINISTRATION							
1100	SALARIES - REGULAR	\$ 225,353.00	\$ 76,534.20	\$ 19,133.61	\$ 153,068.88	\$ 4,250.08	101.89
2100	FICA BENEFITS	\$ 17,239.00	\$ 5,825.82	\$ 1,456.48	\$ 11,651.84	\$ 238.66	101.38
2210	VSRS BENEFITS	\$ 27,358.00	\$ 9,291.25	\$ 2,322.82	\$ 18,582.56	\$ 515.81	101.89
2300	HEALTH INSURANCE BENEFITS	\$ 20,987.00	\$ 6,086.03	\$ 1,495.34	\$ 11,962.72	\$ 2,938.25	86.00
2400	LIFE INSURANCE	\$ 2,682.00	\$ 910.70	\$ 227.70	\$ 1,821.60	\$ 50.30	101.88
2700	WORKERS COMPENSATION INSURANCE	\$ 3,608.00	\$ 0.00	\$ 0.00	\$ 3,608.17	\$ 0.17	100.00
3100	PROFESSIONAL SERVICES	\$ 30,000.00	\$ 0.00	\$ 0.00	\$ 2,414.93	\$ 27,585.07	8.05
3140	ENGINEERING REVIEW EXPENDITURES	\$ 5,000.00	\$ 0.00	\$ 340.00	\$ 5,060.36	\$ 60.36	101.21
3320	MAINTENANCE SERVICE CONTRACT	\$ 700.00	\$ 423.17	\$ 77.29	\$ 176.83	\$ 100.00	85.71
3500	PRINTING AND BINDING	\$ 3,000.00	\$ 0.00	\$ 432.80	\$ 707.60	\$ 2,292.40	23.59
3600	ADVERTISING	\$ 2,000.00	\$ 0.00	\$ 686.40	\$ 1,358.40	\$ 641.60	67.92
5210	POSTAL SERVICES	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 575.34	\$ 924.66	38.36
5230	TELECOMMUNICATIONS	\$ 400.00	\$ 0.00	\$ 20.39	\$ 130.61	\$ 269.39	32.65
5510	TRAVEL MILEAGE	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 416.81	\$ 1,083.19	27.79
5540	TRAVEL CONVENTION & EDUCATION	\$ 2,000.00	\$ 0.00	\$ 40.00	\$ 2,040.00	\$ 40.00	102.00
5810	DUES & MEMBERSHIPS	\$ 750.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 750.00	0.00
6001	OFFICE SUPPLIES	\$ 2,500.00	\$ 0.00	\$ 142.28	\$ 1,431.81	\$ 1,068.19	57.27
6012	BOOKS AND SUBSCRIPTIONS	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 21.99	\$ 1,978.01	1.10
81110	PLANNING ADMINISTRATION	\$ 348,577.00	\$ 99,071.17	\$ 26,375.11	\$ 215,030.45	\$ 34,475.38	90.11
FUNC 81300 HELP WITH HOUSING							
5699	CIVIC CONTRIBUTIONS	\$ 7,200.00	\$ 0.00	\$ 0.00	\$ 7,200.00	\$ 0.00	100.00
FUNC 81400 BOARD OF ZONING APPEALS							
1300	SALARIES - PART TIME	\$ 250.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 250.00	0.00
2100	FICA	\$ 20.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 20.00	0.00
3100	PROFESSIONAL SERVICES	\$ 2,000.00	\$ 0.00	\$ 98.00	\$ 2,381.82	\$ 381.82	119.09
3160	BOARD SERVICES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
3600	ADVERTISING	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
5210	POSTAL SERVICES	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00

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5810	DUES & MEMBERSHIPS	\$ 150.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 150.00	0.00
81400	BOARD OF ZONING APPEALS	\$ 3,620.00	\$ 0.00	\$ 98.00	\$ 2,381.82	\$ 1,238.18	65.80
FUNC 81510 OFFICE OF ECONOMIC DEVELOPMENT							
1100	SALARIES AND WAGES - REGULAR	\$ 33,109.00	\$ 11,036.45	\$ 2,759.06	\$ 22,072.48	\$ 0.07	100.00
2100	FICA	\$ 2,533.00	\$ 846.96	\$ 211.74	\$ 1,693.92	\$ 7.88	100.31
2210	VRSR	\$ 4,019.00	\$ 1,339.83	\$ 334.95	\$ 2,679.60	\$ 0.43	100.01
2300	HOSPITAL/MEDICAL PLANS	\$ 2,564.00	\$ 869.43	\$ 213.62	\$ 1,708.96	\$ 14.39	100.56
2400	LIFE INSURANCE	\$ 394.00	\$ 131.35	\$ 32.83	\$ 262.64	\$ 0.01	100.00
3100	PROFESSIONAL SERVICES	\$ 1,000.00	\$ 0.00	\$ 698.00	\$ 1,386.50	\$ 386.50	138.65
3500	PRINTING AND BINDING	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
3600	ADVERTISING	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00
5210	POSTAGE	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
5230	TELECOMMUNICATIONS	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
5699	CIVIC CONTRIBUTIONS	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 1,000.00	\$ 0.00	100.00
5810	DUES & MEMBERSHIPS	\$ 400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	0.00
6001	OFFICE SUPPLIES	\$ 400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	0.00
81510	OFFICE OF ECONOMIC DEVELOPMENT	\$ 46,319.00	\$ 14,224.02	\$ 4,250.20	\$ 30,804.10	\$ 1,290.88	97.21
FUNC 81520 BERRYVILLE DEVELOPMENT AUTHORITY							
3100	PROFESSIONAL SERVICES	\$ 10,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 10,000.00	0.00
3160	BOARD SERVICES	\$ 1,000.00	\$ 0.00	\$ 75.00	\$ 225.00	\$ 775.00	22.50
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
5307	PUBLIC OFFICIAL LIABILITY INS.	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00
81520	BERRYVILLE DEVELOPMENT AUTHORITY	\$ 11,800.00	\$ 0.00	\$ 75.00	\$ 225.00	\$ 11,575.00	1.91
FUNC 81530 SMALL BUSINESS DEVELOPMENT CENTER							
5699	CIVIC CONTRIBUTIONS	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 2,000.00	\$ 0.00	100.00
FUNC 81540 BLANDY EXPERIMENTAL FARM							
5699	CIVIC CONTRIBUTIONS	\$ 4,000.00	\$ 0.00	\$ 0.00	\$ 4,000.00	\$ 0.00	100.00
FUNC 81600 PLANNING COMMISSION							
1300	SALARIES - PART TIME	\$ 500.00	\$ 0.00	\$ 100.00	\$ 400.00	\$ 100.00	80.00
2100	FICA	\$ 38.00	\$ 0.00	\$ 7.65	\$ 30.60	\$ 7.40	80.53
3100	PROFESSIONAL SERVICES	\$ 10,000.00	\$ 0.00	\$ 32.00	\$ 1,550.00	\$ 8,450.00	15.50
3160	BOARD SERVICES	\$ 10,000.00	\$ 0.00	\$ 700.00	\$ 6,000.00	\$ 4,000.00	60.00
3600	ADVERTISING	\$ 1,600.00	\$ 0.00	\$ 0.00	\$ 700.00	\$ 900.00	43.75
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	\$ 90.00	\$ 410.00	18.00
5810	DUES & MEMBERSHIPS	\$ 650.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 650.00	0.00
81600	PLANNING COMMISSION	\$ 23,388.00	\$ 0.00	\$ 839.65	\$ 8,770.60	\$ 14,617.40	37.50
FUNC 81700 BOARD OF SEPTIC APPEALS							
1300	SALARIES AND WAGES - PART TIME	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
2100	FICA	\$ 39.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 39.00	0.00
3100	PROFESSIONAL SERVICES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
3160	BOARD SERVICES	\$ 500.00	\$ 0.00	\$ 75.00	\$ 75.00	\$ 425.00	15.00
3600	ADVERTISING	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00
5210	POSTAL SERVICES	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00
81700	BOARD OF SEPTIC APPEALS	\$ 2,739.00	\$ 0.00	\$ 75.00	\$ 75.00	\$ 2,664.00	2.74
FUNC 81800 HISTORIC PRESERVATION COMMISSION							

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3100	PROFESSIONAL SERVICES	\$ 33,000.00	\$ 0.00	\$ 4,830.00	\$ 19,565.50	\$ 13,434.50	59.29
3160	BOARD SERVICES	\$ 1,000.00	\$ 0.00	\$ 125.00	\$ 325.00	\$ 675.00	32.50
3600	ADVERTISING	\$ 250.00	\$ 0.00	\$ 0.00	\$ 126.00	\$ 124.00	50.40
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
5810	DUES & MEMBERSHIPS	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00
81800	HISTORIC PRESERVATION COMMISSION	\$ 35,000.00	\$ 0.00	\$ 4,955.00	\$ 20,016.50	\$ 14,983.50	57.19
5699	FUNC 81910 NORTHERN SHENANDOAH VALLEY REGIONAL COMM CIVIC CONTRIBUTIONS	\$ 14,217.00	\$ 0.00	\$ 0.00	\$ 5,712.42	\$ 8,504.58	40.18
5699	FUNC 81920 REGIONAL AIRPORT AUTHORITY CIVIC CONTRIBUTIONS	\$ 5,000.00	\$ 0.00	\$ 1,250.00	\$ 3,750.00	\$ 1,250.00	75.00
5699	FUNC 82200 FRIENDS OF THE SHENANDOAH CIVIC CONTRIBUTIONS	\$ 4,000.00	\$ 0.00	\$ 0.00	\$ 4,000.00	\$ 0.00	100.00
3000	FUNC 82210 WATER QUALITY MANAGEMENT PURCHASED SERVICES	\$ 41,544.00	\$ 18,773.00	\$ 0.00	\$ 18,772.00	\$ 3,999.00	90.37
5699	FUNC 82400 LORD FAIRFAX SOIL AND WATER CONSERV CIVIC CONTRIBUTIONS	\$ 9,500.00	\$ 0.00	\$ 0.00	\$ 9,500.00	\$ 0.00	100.00
1300	FUNC 82600 BIO-SOLIDS APPLICATION PART-TIME SALARIES	\$ 12,228.00	\$ 0.00	\$ 187.50	\$ 5,087.50	\$ 7,140.50	41.61
2100	FICA	\$ 936.00	\$ 0.00	\$ 14.34	\$ 389.17	\$ 546.83	41.58
2700	WORKERS COMPENSATION INSURANCE	\$ 321.00	\$ 0.00	\$ 0.00	\$ 321.41	\$ 0.41	100.13
3100	PROFESSIONAL SERVICES	\$ 400.00	\$ 0.00	\$ 0.00	\$ 398.00	\$ 2.00	99.50
5230	TELECOMMUNICATIONS	\$ 400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	0.00
5510	TRAVEL MILEAGE	\$ 4,837.00	\$ 0.00	\$ 60.46	\$ 1,611.97	\$ 3,225.03	33.33
82600	BIO-SOLIDS APPLICATION	\$ 19,122.00	\$ 0.00	\$ 262.30	\$ 7,808.05	\$ 11,313.95	40.83
3100	FUNC 83100 COOPERATIVE EXTENSION PROFESSIONAL SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 183.00	\$ 183.00	100.00
3320	MAINTENANCE SERVICE CONTRACTS	\$ 500.00	\$ 441.07	\$ 92.75	\$ 198.93	\$ 140.00	128.00
3841	VPI EXTENSION AGENT	\$ 31,277.00	\$ 0.00	\$ 7,234.70	\$ 15,930.74	\$ 15,346.26	50.93
5230	TELECOMMUNICATIONS	\$ 500.00	\$ 0.00	\$ 35.27	\$ 252.42	\$ 247.58	50.48
6014	OTHER OPERATING SUPPLIES	\$ 3,924.00	\$ 0.00	\$ 17.55	\$ 550.14	\$ 3,373.86	14.02
83100	COOPERATIVE EXTENSION	\$ 36,201.00	\$ 441.07	\$ 7,380.27	\$ 17,115.23	\$ 18,644.70	48.50
5699	FUNC 83400 4-H CENTER CIVIC CONTRIBUTIONS	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 3,000.00	\$ 0.00	100.00
1000	FUNC 91600 CONTINGENCIES PERSONNEL	\$ 15,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 15,000.00	0.00
3140	ENGINEERING & ARCHITECTURAL	\$ 15,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 15,000.00	0.00
3150	LEGAL	\$ 20,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 20,000.00	0.00
8000	MINOR CAPITAL	\$ 20,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 20,000.00	0.00
91600	CONTINGENCIES	\$ 70,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 70,000.00	0.00
000	NON-CATEGORICAL	\$ 8,309,173.00	\$ 1,793,238.59	\$ 499,695.43	\$ 5,047,188.65	\$ 1,468,745.76	82.32

PJT 111 E911

FUNC 35610

CLARKE COUNTY
 FD-PJT-FUNC-OBJ EXPENDITURES SUMMARY REPORT DEFINITION TYPE #0
 for Fiscal Year 2013 (2012-2013 Fiscal Year)
 Posted Only Figures
 Executed By: gilleya

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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For FEBRUARY	Expenditures Year-to-Date	Available Balance	Percent Used
5230	TELECOMMUNICATIONS	\$ 37,284.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 37,284.00	0.00
6032	TRAINING MATERIALS	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,000.00	0.00
35610		\$ 39,284.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 39,284.00	0.00
111	E911	\$ 39,284.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 39,284.00	0.00
PJT 126 V-STOP GRANT							
FUNC 22100 COMMONWEALTH'S ATTORNEY							
1100	SALARIES/WAGES - REGULAR	\$ 24,779.00	\$ 8,959.05	\$ 2,239.76	\$ 15,184.16	\$ 635.79	97.43
1300	SALARIES/WAGES - PART TIME	\$ 8,362.00	\$ 2,787.31	\$ 696.84	\$ 6,422.61	\$ 847.92	110.14
2100	FICA	\$ 2,536.00	\$ 208.51	\$ 52.71	\$ 422.84	\$ 1,904.65	24.90
2210	VSRS	\$ 4,023.00	\$ 338.40	\$ 84.59	\$ 676.72	\$ 3,007.88	25.23
2300	HEALTH INSURANCE	\$ 1,240.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,240.00	0.00
2400	GROUP LIFE	\$ 394.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 394.00	0.00
22100	COMMONWEALTH'S ATTORNEY	\$ 41,334.00	\$ 12,293.27	\$ 3,073.90	\$ 22,706.33	\$ 6,334.40	84.68
126	V-STOP GRANT	\$ 41,334.00	\$ 12,293.27	\$ 3,073.90	\$ 22,706.33	\$ 6,334.40	84.68
PJT 127 FEDERAL GANG TASK FORCE GRANT							
FUNC 31200 SHERIFF							
1100	SALARIES/WAGES - REGULAR	\$ 22,614.00	\$ 0.00	\$ 0.00	\$ 22,614.00	\$ 0.00	100.00
2100	FICA	\$ 1,716.00	\$ 285.92	\$ 0.00	\$ 1,715.52	\$ 286.40	83.31
2210	VSRS	\$ 2,746.00	\$ 0.00	\$ 0.00	\$ 2,745.36	\$ 0.64	99.98
2300	HOSPITAL/MEDICAL PLANS	\$ 2,564.00	\$ 29.91	\$ 0.00	\$ 2,563.44	\$ 29.35	101.14
2400	LIFE INSURANCE	\$ 269.00	\$ 0.00	\$ 0.00	\$ 269.10	\$ 0.10	100.04
2700	WORKER'S COMPENSATION	\$ 732.00	\$ 0.00	\$ 0.00	\$ 731.90	\$ 0.10	99.99
31200	SHERIFF	\$ 30,641.00	\$ 256.01	\$ 0.00	\$ 30,639.32	\$ 257.69	99.16
127	FEDERAL GANG TASK FORCE GRANT	\$ 30,641.00	\$ 256.01	\$ 0.00	\$ 30,639.32	\$ 257.69	99.16
PJT 129 FEDERAL GANG TASK FORCE GRANT 2010							
FUNC 31200 SHERIFF							
1100	SALARIES/WAGES - REGULAR	\$ 24,288.00	\$ 15,076.00	\$ 3,769.00	\$ 7,538.00	\$ 1,674.00	93.11
2100	FICA	\$ 1,961.00	\$ 1,429.59	\$ 285.92	\$ 571.84	\$ 40.43	102.06
2210	VSRS	\$ 2,948.00	\$ 1,830.22	\$ 457.56	\$ 915.12	\$ 202.66	93.13
2300	HOSPITAL/MEDICAL PLANS	\$ 5,605.00	\$ 1,708.96	\$ 427.24	\$ 854.48	\$ 3,041.56	45.73
2400	LIFE INSURANCE	\$ 289.00	\$ 179.41	\$ 44.85	\$ 89.70	\$ 19.89	93.12
5530	TRAVEL SUBSISTANCE & LODGING	\$ 0.00	\$ 0.00	\$ 0.00	\$ 91.35	\$ 91.35	100.00
31200	SHERIFF	\$ 35,091.00	\$ 20,224.18	\$ 4,984.57	\$ 10,060.49	\$ 4,806.33	86.30
129	FEDERAL GANG TASK FORCE GRANT 20	\$ 35,091.00	\$ 20,224.18	\$ 4,984.57	\$ 10,060.49	\$ 4,806.33	86.30
PJT 140 RAIN BARREL PARTNERSHIP - INTERSTATE COMMISSION ON							
FUNC 81110 PLANNING ADMINISTRATION							
6000	MATERIALS AND SUPPLIES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,400.00	\$ 1,400.00	100.00
PJT 402 DMV 402 GRANT							
FUNC 31200 SHERIFF							
1300	SALARIES/WAGES - PART TIME	\$ 4,410.00	\$ 0.00	\$ 138.90	\$ 4,712.39	\$ 302.39	106.86
2100	FICA	\$ 337.00	\$ 0.00	\$ 10.62	\$ 360.45	\$ 23.45	106.96

CLARKE COUNTY
 FD-PJT-FUNC-OBJ EXPENDITURES SUMMARY REPORT DEFINITION TYPE #0
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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For FEBRUARY	Expenditures Year-to-Date	Available Balance	Percent Used
6010	POLICE SUPPLIES	\$ 6,928.00	\$ 0.00	\$ 0.00	\$ 3,200.00	\$ 3,728.00	46.19
31200	SHERIFF	\$ 11,675.00	\$ 0.00	\$ 149.52	\$ 8,272.84	\$ 3,402.16	70.86
402	DMV 402 GRANT	\$ 11,675.00	\$ 0.00	\$ 149.52	\$ 8,272.84	\$ 3,402.16	70.86
PJT 602 DOJ VEST GRANT							
FUNC 31200 SHERIFF							
6010	POLICE SUPPLIES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 806.77	\$ 806.77	100.00
PJT 605 DOJ LOCAL LAW ENFORCEMENT BLOCK GRANT (LLEBG)							
FUNC 31200 SHERIFF							
1100	SALARIES/WAGES - REGULAR	\$ 0.00	\$ 0.00	\$ 0.00	\$ 297.29	\$ 297.29	100.00
2100	FICA	\$ 0.00	\$ 0.00	\$ 0.00	\$ 22.74	\$ 22.74	100.00
31200	SHERIFF	\$ 0.00	\$ 0.00	\$ 0.00	\$ 320.03	\$ 320.03	100.00
605	DOJ LOCAL LAW ENFORCEMENT BLOCK	\$ 0.00	\$ 0.00	\$ 0.00	\$ 320.03	\$ 320.03	100.00
PJT 810 ARRA BYRNE JUSTICE ASSISTANCE GRANT							
FUNC 31200 SHERIFF							
1200	OVERTIME	\$ 5,037.00	\$ 0.00	\$ 0.00	\$ 1,269.01	\$ 3,767.99	25.19
1300	SALARIES/WAGES - PART TIME	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,729.40	\$ 3,729.40	100.00
2100	FICA	\$ 387.00	\$ 0.00	\$ 0.00	\$ 382.40	\$ 4.60	98.81
31200	SHERIFF	\$ 5,424.00	\$ 0.00	\$ 0.00	\$ 5,380.81	\$ 43.19	99.20
810	ARRA BYRNE JUSTICE ASSISTANCE GR	\$ 5,424.00	\$ 0.00	\$ 0.00	\$ 5,380.81	\$ 43.19	99.20
100	GENERAL FUND	\$ 8,472,622.00	\$ 1,825,500.03	\$ 507,903.42	\$ 5,126,775.24	\$ 1,520,346.73	82.06

MEMORANDUM

TO: Board of Supervisors
FR: Thomas Judge, Director of Joint Administrative Services
DT: March 12, 2013
RE: *Joint Administrative Services Report*

The Board took action to approve the health insurance rates for FY 14. It is requested that the Board of Supervisors take an affirmative action as follows:

"Be it resolved that the FY 14 Health Insurance rates be approved as presented".

The minutes of the meeting are attached for the review of the Board.

FY 14 Monthly Health Benefit Rates

Effective 7/1/2013

Source: Joint Administrative Services

A. Plan Rates	<u>Cost</u>	<u>Employer</u>	<u>Employee</u>	<u>Employer FY 14 Share</u>	<u>Employer FY 13 Share</u>
<u>KA 250 Plan Option</u>					
<i>Regular Full Time</i>					
Single	536.00	456.65	79.35	85%	85%
Dual	992.00	498.02	493.98	50%	50%
Family	1,447.00	727.34	719.66	50%	50%
<i>Transportation, Food Service & Other</i>					
Single	536.00	385.31	150.69	72%	72%
Dual	992.00	420.22	571.78	42%	42%
Family	1,447.00	613.72	833.28	42%	42%
<u>KA 500 Plan Option</u>					
<i>Regular Full Time</i>					
Single	497.00	456.65	40.35	92%	92%
Dual	919.00	498.02	420.98	54%	54%
Family	1,342.00	727.34	614.66	54%	54%
<i>Transportation, Food Service & Other</i>					
Single	497.00	385.31	111.69	78%	78%
Dual	919.00	420.22	498.78	46%	46%
Family	1,342.00	613.72	728.28	46%	46%
<u>TLC High Deductible</u>					
<i>Regular Full Time</i>					
Single	409.00	409.00	.00	100%	100%
Dual	757.00	465.25	291.75	61%	61%
Family	1,104.00	677.56	426.44	61%	61%
<i>Transportation, Food Service & Other</i>					
Single	409.00	345.11	63.89	84%	84%
Dual	757.00	392.57	364.43	52%	52%
Family	1,104.00	571.71	532.29	52%	52%
B. Account Contributions					
<u>Regular Full Time</u>					
TLC Health Savings Account Contribution (single)		47.65			
TLC Health Savings Account Contribution (dual)		32.77			
TLC Health Savings Account Contribution (family)		49.79			
<u>Transportation, Food Service & Other</u>					
TLC Health Savings Account Contribution (single)		40.20			
TLC Health Savings Account Contribution (dual)		27.65			
TLC Health Savings Account Contribution (family)		42.01			

3. Update from Director

Joint Technology Plan adopted by Supervisors and School Board. Funding for training and study of Fiber Backbone included in budget requests. Health Insurance deductible creep.

Tom Judge advised that the Joint Technology Plan had been approved without change by the Supervisors and the School Board. The Plan includes ERP and the fiber backbone study.

Mr. Judge provided an historical overview of increases in health insurance premiums, as well as changes in offered plans.

4. Fraud Tip Line Update

Archana McLaughlin, County Attorney, will discuss her findings into the confidentiality of information provided through a fraud tip line.

Archana McLoughlin, County Attorney, joined the Board to provide legal guidance in the consideration of the establishment of a fraud and abuse hotline. She summarized her memorandum titled *Fraud and Abuse Hotline*, which she distributed with examples of fraud programs from Prince George and Hanover Counties.

Fraud and Abuse Hotline

Confidentiality and Freedom of Information Act (FOIA)

- Any reports made to the hotline would be public records because the JAS is a public body under FOIA. Pursuant to FOIA public records are generally made available to the public when requested.
- There are, however, exceptions for certain investigative records. The exemptions are qualified and apply only while the investigation is active.

See below the relevant excerpt from Virginia Code § 2.2-3705.3(7) that lists exclusions from FOIA disclosure requirements:

"Investigative notes, correspondence and information furnished in confidence, and records otherwise exempted by this chapter or any Virginia statute, provided to or produced by or for (i) the Auditor of Public Accounts; (ii) the Joint Legislative Audit and Review Commission; (iii) an appropriate [federal or state] authority as defined in ~~§ 2.2-3010~~ with respect to an allegation of wrongdoing or abuse under the Fraud and Abuse Whistle-Blower Protection Act (~~§ 2.2-3009 et seq.~~); (iv) the Office of the State Inspector General with respect to an investigation initiated through the State Employee Fraud, Waste and Abuse Hotline or an investigation initiated pursuant to Chapter 3.2 (~~§ 2.2-307 et seq.~~); (v) the committee or the auditor with respect to an investigation or audit conducted pursuant to ~~§ 15.2-825~~ [urban county executive form of government]; or (vi) the auditors, appointed by the local governing body of any county, city or town or a school board, who by charter, ordinance, or statute

have responsibility for conducting an investigation of any officer, department or program of such body."

- The records created under these circumstances would be confidential while being investigated. Once the investigation is closed FOIA does require disclosure as described in the statute.

See below excerpt from Virginia Code § 2.2-3705.3(7)

"Records of completed investigations shall be disclosed in a form that does not reveal the identity of the complainants or persons supplying information to investigators. Unless disclosure is prohibited by this section, the records disclosed shall include, but not be limited to, the agency involved, the identity of the person who is the subject of the complaint, the nature of the complaint, and the actions taken to resolve the complaint. If an investigation does not lead to corrective action, the identity of the person who is the subject of the complaint may be released only with the consent of the subject person. Local governing bodies shall adopt guidelines to govern the disclosure required by this subdivision."

Implementation

- Do JAS records qualify for the exemption under the statute?
 - Is there any evidence that the JAS "by charter, ordinance, or statute have responsibility for conducting an investigation of any officer, department or program of [the County Board of Supervisors]?"
 - If a record of an active investigation is the subject of a FOIA request, and we would likely want to rely on this section, so we must determine whether this body fits, and if not, what we can do to make it fit.
 - Also exceptions for criminal investigation files. Va. Code §2.2-3706
- See below excerpt from Virginia Code § 15.2-2511.2(B). Duties of local government auditors.

Any fraud, waste, and abuse auditor appointed by the local governing body of any county, city, or town ~~having a population of at least 10,000, or any town constituting a separate school division regardless of its population,~~ who by charter, ordinance, or statute has responsibility for conducting an investigation of any officer, department or program of such body, shall be responsible for administering a telephone hotline, and a website, if cost-effective, through which employees and residents of the locality may report anonymously any incidence of fraud, waste, or abuse committed by any such officer, or within any such department or program, of that body. Such auditor may inform employees of the locality of the hotline and website, if any, and the conditions of anonymity, through the conspicuous posting of announcements in the locality's personnel newsletters, articles in local newspapers issued daily or regularly at average intervals, hotline posters on local employee bulletin boards, periodic messages on local employee payroll check stubs, or other reasonable efforts.

- Board must develop and adopt guidelines that "govern the disclosure required by th[e] subdivision."
- As a practical matter, you can not disclose information that you never had
 - One way to keep it anonymous is to establish a telephone hotline with caller ID and call back features disabled.
 - Open up line to public, not just employees.

Discussion followed after the summary; the Board concurred on the following:

- A hotline may not be the best course of action but does warrant further consideration.
- Review current complaint investigation process to determine if there is more that can be done. *It was noted that many complaints are about situations over which the County has no control and/or jurisdiction.*
- Further discussion is needed to determine the value.
 - Reporting quality could present issues and limit the ability to conduct a proper investigation.
 - Resources are limited and subsequent investigations could be time consuming.
- Establish definitions, such as Hanover County's, and train employees on fraud, waste and abuse.
- Considerations if implemented:
 - Create a form for staff use that specifically asks the question as to whether the caller wishes to remain confidential.
 - Set up the reporting system to protect anonymity.
 - Forward complaints to the appropriate agency for investigation.
 - Identify resources to pursue investigations.
 - Establish a timeframe for reporting and start of investigation.
 - Establish thresholds.
- Tom Judge, with Archana McLoughlin, will further research the matter including follow up with County IT to determine if a section could be added to the County's website that would include definitions for fraud, waste and abuse and where to report.

5. Health Insurance Renewal

Please find the health insurance renewal information attached. This requires the consideration and approval of the Board. The rate increases 7%, but there are no changes to the terms of the agreement. However, Anthem has substituted some underlying vendors for others (mental health, pharmacy, dental, and vision).

Tom Judge advised that there were no changes in plan terms however there were changes in underlying vendors: Anthem will move in house mental health, pharmacy, dental and vision coverage; Delta will be the dental vendor for the high-deductible plan.

Following brief discussion, Mike Hobert, seconded by David Ash, moved to recommend adoption of the Anthem renewal as proposed to the respective bodies. The motion carried as follows:

- David Ash - Aye
- J. Michael Hobert - Aye
- Sharon Keeler - Absent
- Michael Murphy - Aye
- Charles "Chip" Schutte - Aye

FY 14 Monthly Health Benefit Rates		Effective 7/1/2013			
Source: Joint Administrative Services					
A. Plan Rates					
	Cost	Employer	Employee	Employer FY 14 Share	Employer FY 13 Share
KA 250 Plan Option					
<i>Regular Full Time</i>					
Single	536.00	456.65	79.35	85%	85%
Dual	992.00	498.02	493.98	50%	50%
Family	1,447.00	727.34	719.66	50%	50%
<i>Transportation, Food Service & Other</i>					
Single	536.00	385.31	150.69	72%	72%
Dual	992.00	420.22	571.78	42%	42%
Family	1,447.00	613.72	833.28	42%	42%
KA 500 Plan Option					
<i>Regular Full Time</i>					
Single	497.00	458.65	40.35	92%	92%
Dual	919.00	498.02	420.98	54%	54%
Family	1,342.00	727.34	614.66	54%	54%
<i>Transportation, Food Service & Other</i>					
Single	497.00	385.31	111.69	76%	78%
Dual	919.00	420.22	498.78	46%	46%
Family	1,342.00	613.72	728.28	46%	46%
TLC High Deductible					
<i>Regular Full Time</i>					
Single	409.00	409.00	.00	100%	100%
Dual	757.00	465.25	291.75	61%	61%
Family	1,104.00	677.50	426.44	61%	61%
<i>Transportation, Food Service & Other</i>					
Single	409.00	345.11	63.89	84%	84%
Dual	757.00	392.57	364.43	52%	52%
Family	1,104.00	671.71	432.29	62%	62%
B. Account Contributions					
<i>Regular Full Time</i>					
TLC Health Savings Account Contribution (single)		47.65			
TLC Health Savings Account Contribution (dual)		32.77			
TLC Health Savings Account Contribution (family)		49.79			
<i>Transportation, Food Service & Other</i>					
TLC Health Savings Account Contribution (single)		40.20			
TLC Health Savings Account Contribution (dual)		27.65			
TLC Health Savings Account Contribution (family)		42.01			
C. Total Employer Cost Per Group Health Member					
<i>Regular Full Time</i>					
Single Health		456.65			
Dual Health		499.02			
Family Health		727.34			
TLC Single Health & "HSA"		456.65			
TLC Dual Health & "HSA"		499.02			
TLC Family Health & "HSA"		727.34			
<i>Transportation & Food Service</i>					
Single Health		385.31			
Dual Health		420.22			
Family Health		613.72			
TLC Single Health & "HSA"		385.31			
TLC Dual Health & "HSA"		420.22			
TLC Family Health & "HSA"		613.72			

Note: Where two employees are married, and they together opt for either a dual or family option, the employer will pay two times the single employer contribution for the plan option selected.

METHODS:
 Force TLC employees single contribution to zero.
 Proportion other rates to percentage contributions from prior year.
 Force 250 employer contribution to same as 500 contribution.
 Force "HSA" contribution so total employer equal across plans.

6. Affordable Care Act Issues

Please find documents attached from Anthem outlining the rollout of the A CA. We are receiving regular correspondence from various sources warning of the need to adjust policies, etc. These include how part-time employees are to be defined, whether employees are free to purchase their insurance from health insurance exchanges, notification requirements, automatic enrollment, etc.

Tom Judge advised that he had been researching the matter to determine the impacts. Highlights include:

- Anthem provided the "Navigating the next phase of health care" brochure included in the meeting packet.
- JV Arthur and BB&T are providing information to clients.
- Regulations are being rewritten.
- 30-hour employee calculation may affect Parks and Recreation staff, part-time school employees, long-term substitutes, etc.
- Employees will be automatically enrolled and it will be the employee's responsibility to reject.
- The new plan takes effect January 1, 2014.

Miscellaneous

Tom Judge distributed and summarized the article below.

Automatic budget cuts in Virginia

By The Associated Press

The White House released lists for each state on Sunday of potential effects of automatic spending cuts set for Friday. The White House compiled the numbers from federal agencies and its own budget office. The numbers are based only on the \$85 billion in cuts for this fiscal year, from March- September, that are set to take effect Friday. As to whether states could move money around to cover shortfalls, the White House said that depends on state budget structures and the specific programs. The White House did not have a list of which states or programs might have flexibility. The White House says the cuts that could affect Virginia include:

Military

About 90,000 civilian Department of Defense employees in Virginia would be furloughed. Funding for Army base operations would be cut by about \$146 million. Air Force operations funding would be cut by about \$8 million. Maintenance of 11 Navy ships in Norfolk would be canceled and four projects at Norfolk, Dahlgren and Oceana would be deferred. Other modernization and demolition projects would be delayed.

Teachers and schools

Virginia would lose about \$14 million in funding for primary and secondary schools. About 190 teacher and aide jobs would be at risk. Virginia also would lose about \$13.9 million in funding for about 170 teachers, aides, and staff who help children with disabilities.

Public health

Virginia would lose about \$2.1 million in funding to help prevent and treat substance abuse. The state also would lose about \$764,000 in funding to help improve its response to infectious diseases, natural disasters, and other public health threats. A \$337,000 cut in funding for the Virginia State Department of Health would reduce the number of HIV tests by around 8,400. Virginia also would lose about \$241,000 for vaccinations for children, including measles, mumps, rubella, tetanus, whooping cough, influenza, and Hepatitis B.

Environment

Virginia would lose nearly \$3 million in funding for clean water, air quality and prevention of pollution from pesticides and hazardous waste. The state also would lose \$826,000 for fish and wildlife protection.

Head Start

About 1,000 children in Virginia would lose Head Start and Early Head Start services.

Work-study

Aid would be provided to around 2,120 fewer low income students in Virginia to help them finance the costs of college. Funding for workstudy jobs would go to around 840 fewer students.

Law enforcement and public safety

Virginia would lose about \$276,000 in grants for law enforcement, prosecution and courts, crime prevention and education, corrections and community corrections, drug treatment and enforcement, and crime victim and witness initiatives.

Job search assistance

Virginia would lose about \$348,000 in funding for job search assistance, referral, and placement. About 18,390 people would be affected.

Domestic violence

Virginia could lose up to \$172,000 in funding for services to victims of domestic violence.

Seniors

Virginia would lose about \$1.2 million in funding to provide meals for seniors.

Next Meeting

The next regularly scheduled meeting of the Joint Administrative Services Board is Monday, March 18, 2013 at 1:00 pm in Meeting Room AB at the Berryville Clarke County Government Center.

Adjournment

At 2:34 pm, hearing no objection, Chairman Schutte, adjourned the meeting.

Minutes Recorded and Transcribed by Lora B. Walburn

Board of Supervisors
FY 14 Budget Process
March 19, 2013

DOCUMENTS

1. Net Tax Funding.
2. Requested Expenditure Budgets and Revenue Estimates.
3. Sales Tax Estimate Worksheet.
4. Unresolved issues:
 - a. V-Stop Funding (awaiting word).
 - b. Board of Elections Funding (seeking answers).
 - c. Juvenile Detention Facility (should hear next week).
 - d. Sales Tax adjustment (before adoption).

CHANGES SINCE LAST VERSION

See right column in documents above, and note the following:

1. At its last meeting, the Finance Committee reduced expenditures of the General District Court by \$1,000.
2. Comprehensive Services Act estimates were incorporated, reducing required local tax funding by \$54,957. Use of fund balance was adjusted accordingly.
3. Local Sales Tax revenue will be revisited in April, prior to adoption of the budget. At this time we will have received two more months of data than was used to create the current estimate. Thus far we have received only one month, but this month portends a decrease in the estimate of greater than \$50,000. The most recent data is attached.

Net Tax Funding

FUND	FY 2013 Budget	Variance	Percent Variance	FY 2014 Proposed
EXPENDITURE				
General	8,312,819	96,924	1.2%	8,409,743
Social Services	1,432,321	(69,262)	-4.8%	1,363,059
School Operating	20,542,386	95,212	0.5%	20,637,598
School Food Service	754,252	6,760	0.9%	761,012
CSA	761,000	(99,500)	-13.1%	661,500
Conservation Easement	150,000	(150,000)	-100.0%	-
Government Capital Projects	366,310	208,690	57.0%	575,000
School Capital Projects	504,200	223,963	44.4%	728,163
Government Debt Service	389,200	10,000	2.6%	399,200
School Debt Service	4,034,879	(146,260)	-3.6%	3,888,619
Joint Services Fund	542,520	(783)	-0.1%	541,737
Unemployment Compensation	25,000	-	0.0%	25,000
Total	37,814,887	175,744	0.5%	37,990,631
CATEGORICAL REVENUE				
General	2,444,408	287,010	11.7%	2,731,418
Social Services	955,261	(63,014)	-6.6%	892,247
School Operating	9,670,210	43,035	0.4%	9,713,245
School Food Service	754,252	6,760	0.9%	761,012
CSA	351,000	(44,543)	-12.7%	306,457
Conservation Easement	-	-	0.0%	-
Government Capital Projects	117,024	(117,024)	-100.0%	-
School Capital Projects	206,510	(52,510)	-25.4%	154,000
Government Debt Service	-	-	0.0%	-
School Debt Service	136,746	(17,738)	-13.0%	119,008
Joint Services Fund	3,000	-	0.0%	3,000
Unemployment Compensation	-	-	0.0%	-
Total	14,638,411	41,976	0.3%	14,680,387
NON-CATEGORICAL REVENUE REQUIRED				
General	5,868,411	(190,086)	-3.2%	5,678,325
Social Services	477,060	(6,248)	-1.3%	470,812
School Operating	10,872,176	52,177	0.5%	10,924,353
School Food Service	-	-	0.0%	-
CSA	410,000	(54,957)	-13.4%	355,043
Conservation Easement	150,000	(150,000)	-100.0%	-
Government Capital Projects	249,286	325,714	130.7%	575,000
School Capital Projects	297,690	276,473	92.9%	574,163
Government Debt Service	389,200	10,000	2.6%	399,200
School Debt Service	3,898,133	(128,522)	-3.3%	3,769,611
Joint Services Fund	539,520	(783)	-0.1%	538,737
Unemployment Compensation	25,000	-	0.0%	25,000
Total	23,176,476	133,768	0.6%	23,310,244
BUDGET BALANCING				
GF Estimated Non-categorical revenue	22,481,240	178,666	0.8%	22,659,906
Surplus/(Deficit)	(695,237)	54,277	-7.8%	(640,960)
Pay-as-you-go	200,000	440,960	220.5%	640,960
Surplus/(Deficit) Net of pay-as-you-go	(495,237)	495,237	-100.0%	-
Pay-as-you-go Elements				
Conservation Easement	150,000			-
School Capital/Debt				320,480
Government Capital/Debt				320,480
Sheriff's Communications Study	50,000			
	<u>200,000</u>			<u>640,960</u>

FOR THE FISCAL YEAR
COMMENCING JULY 1, 2013 AND ENDING JUNE 30, 2014

	FY12 Original Budget	FY12 Audited Actual	FY13 Adopted Budget	01/15/13 FY13 Revised Budget	FY14 Proposed Budget	Variance 14 Proposed- 13 Adopted	3/8/2013 Version	Change from 3/8/2013
EXPENDITURE								
Board of Supervisors	58,424	42,279	57,676	57,676	57,116	(560)	57,116	-
County Administrator	254,954	272,341	293,006	293,006	289,776	(3,230)	289,776	-
Legal Services	71,872	77,120	73,804	73,804	71,816	(1,988)	71,816	-
Commissioner of Revenue	198,221	188,645	202,730	202,730	200,755	(1,975)	200,755	-
Assessor	64,782	46,344	3,500	3,500	3,500	-	3,500	-
Equalization Board	-	-	-	-	-	-	-	-
Treasurer	272,935	232,099	244,369	244,369	249,161	4,792	249,160	-
Information Technology	256,980	240,993	271,222	271,222	279,533	8,311	279,533	-
Electoral Board	34,242	36,704	34,177	37,577	32,986	(1,191)	32,985	-
General Registrar	66,067	68,274	67,755	67,755	69,320	1,565	69,319	-
Circuit Court	12,180	11,241	12,180	12,180	11,480	(700)	11,480	-
General District Court	5,064	5,239	5,064	5,064	3,980	(1,084)	4,980	(1,000) reduced per finance committee
Magistrate	1,000	202	1,000	1,000	400	(600)	400	-
J&D Court	4,571	2,299	4,771	4,771	2,671	(2,100)	2,671	-
Clerk of the Circuit Court	89,263	82,742	88,472	193,101	233,134	144,662	233,134	-
Victim/Witness Coordinator	40,867	39,533	39,741	39,741	40,260	519	40,259	-
Division of Court Services	3,178	-	1,000	1,000	-	(1,000)	-	-
Blue Ridge Legal Services	2,000	2,000	2,000	2,000	1,500	(500)	1,500	-
Regional Court Services	-	-	3,759	3,759	3,759	-	3,759	-
Commonwealth Attorney	239,986	246,360	256,304	256,304	260,941	4,637	260,940	-
Commonwealth Attorney Grants	30,755	32,993	41,334	41,334	40,503	(831)	40,503	-
Sheriff	1,472,672	1,466,140	1,595,251	1,598,877	1,644,810	49,559	1,644,810	-
Sheriff's Grants	87,964	80,448	82,099	82,099	28,353	(53,746)	28,353	-
Communications	398,390	402,574	403,651	403,651	406,236	2,585	406,235	-
Communications Grants	11,600	-	39,284	39,284	39,284	-	39,284	-
Criminal Justice Training Center	15,500	13,448	16,000	16,000	16,000	-	16,000	-
Drug Task Force	10,500	9,866	9,500	9,500	12,500	3,000	12,500	-
Emergency Medical Services	368,806	358,198	372,624	372,624	376,110	3,486	376,110	-
Volunteer Fire Companies	40,905	74,688	40,905	40,905	61,207	20,302	61,207	-
Blue Ridge Volunteer Fire Company	53,000	51,523	51,600	51,600	51,900	300	51,900	-
Boyce Volunteer Fire Company	53,000	52,415	52,500	52,500	52,900	400	52,900	-
Enders Volunteer Fire Company	79,500	78,308	78,500	78,500	79,000	500	79,000	-
Sheriandah Farms Volunteer Fire Company	53,000	51,155	51,200	51,200	-	(51,200)	-	-
Lord Fairfax Emergency Medical Services	4,929	4,929	4,929	4,929	4,929	-	4,929	-
Forestry Service	2,231	2,231	2,231	2,231	2,712	481	2,712	-
Regional Jail	376,287	376,287	453,049	465,093	577,987	124,938	577,987	-
Juvenile Detention Service	31,192	26,217	50,818	50,818	57,904	7,086	57,904	-
Probation Office	925	483	925	925	925	-	925	-
Building Inspections	133,871	130,268	141,492	141,492	140,012	(1,480)	140,012	-
Animal Control	89,746	84,480	91,180	91,180	92,521	1,341	92,520	-
Medical Examiner & Indigent Burial	150	120	2,000	2,000	1,000	(1,000)	1,000	-
Refuse Disposal	150,000	159,593	168,000	168,000	168,000	-	168,000	-
Litter Control	5,429	4,718	5,399	5,399	5,817	418	5,817	-
Sanitation	34,000	35,879	61,000	63,000	57,000	(4,000)	57,000	-

FOR THE FISCAL YEAR
COMMENCING JULY 1, 2013 AND ENDING JUNE 30, 2014

	FY12	FY12	FY13	01/15/13	FY14	Variance	3/8/2013	Change from
	Original	Audited	Adopted	FY13	Proposed	14 Proposed-	Version	3/8/2013
	Budget	Actual	Budget	Budget	Budget	13 Adopted		
Maintenance/Buildings & Grounds	775,849	771,075	773,854	773,854	711,016	(62,838)	711,016	-
Local Health Department	199,000	199,000	199,000	199,000	199,000	-	199,000	-
Our Health	6,500	6,500	6,500	6,500	3,250	(3,250)	3,250	-
Northwestern Community Services	82,000	82,000	82,000	82,000	82,000	-	82,000	-
Concern Hotline	1,000	1,000	1,000	1,000	500	(500)	500	-
NW Works	1,000	1,000	1,000	1,000	500	(500)	500	-
Shenandoah Area Agency on Aging	35,000	35,000	40,000	40,000	40,000	-	40,000	-
Loudoun Transit Service	17,639	17,639	17,639	17,639	17,639	-	17,639	-
Cheers School Family	-	-	-	-	-	-	-	-
Laurel Center	2,000	2,000	2,000	2,000	2,000	-	2,000	-
Access Independence (serves the disabled)	1,000	1,000	1,000	1,000	500	(500)	500	-
Lord Fairfax Community College	15,043	15,043	14,355	14,355	13,924	(431)	13,924	-
Parks Administration	338,080	334,008	362,307	362,307	359,094	(3,213)	359,093	-
Recreation Center	101,994	93,955	105,791	105,791	97,309	(8,482)	97,309	-
Swimming Pool	88,679	76,207	89,899	89,899	87,679	(2,220)	87,678	-
Concession Stand	21,237	18,367	21,237	21,237	18,837	(2,400)	18,837	-
Parks Programs	245,846	205,488	257,329	257,329	252,037	(5,292)	252,037	-
Josephine School Community Museum	-	-	7,290	7,290	-	(7,290)	-	-
Shenandoah Valley Discovery Museum	-	-	-	-	-	-	-	-
Barns of Rose Hill	-	-	-	-	-	-	-	-
Virginia Commission for Arts	10,000	10,000	10,000	10,000	10,000	-	10,000	-
Regional Library	182,119	182,119	182,119	182,119	182,119	-	182,119	-
Planning Administration	425,551	362,160	348,854	348,854	338,979	(9,875)	338,979	-
Rain Barrel Program	-	-	-	-	1,400	1,400	1,400	-
Help With Housing	7,200	7,200	7,200	7,200	3,600	(3,600)	3,600	-
Board of Zoning Appeals	3,620	4,405	3,620	3,620	3,470	(150)	3,469	-
Office of Economic Development	42,598	43,412	46,319	46,319	45,546	(773)	45,545	-
Berryville Development Authority	11,800	2,973	11,800	11,800	6,100	(5,700)	6,100	-
Small Business Development Center	2,000	2,000	2,000	2,000	1,000	(1,000)	1,000	-
Blandy Experimental Farm	4,000	4,000	4,000	4,000	2,000	(2,000)	2,000	-
Planning Commission	26,390	14,362	23,388	23,388	19,389	(3,999)	19,388	-
Board of Septic Appeals	2,739	54	2,739	2,739	1,016	(1,723)	1,015	-
Historic Preservation Commission	42,500	37,187	12,000	12,000	7,800	(4,200)	7,800	-
NSV Regional Planning District Commissior	10,310	18,815	14,217	14,217	5,712	(8,505)	5,712	-
Regional Airport	5,000	5,000	5,000	5,000	2,500	(2,500)	2,500	-
Friends of the Shenandoah	4,000	4,000	4,000	4,000	2,000	(2,000)	2,000	-
Water Quality Management	-	-	37,544	41,544	30,000	(7,544)	30,000	-
Lord Fairfax Soil & Water Conservation	9,500	9,500	9,500	9,500	4,750	(4,750)	4,750	-
Biosolids Application	19,001	11,642	19,116	19,116	16,914	(2,202)	16,913	-
Cooperative Extension	47,113	24,580	36,201	36,201	38,965	2,764	38,965	-
Northern Virginia 4-H Center	3,000	3,000	3,000	3,000	1,500	(1,500)	1,500	-
Gypsy Moth	-	-	-	-	-	-	-	-
Non-Departmental Legal/Prof. Contingency	85,000	-	70,000	70,000	70,000	-	70,000	-
Social Services	1,351,949	1,361,559	1,432,321	1,432,321	1,363,059	(69,262)	1,363,059	-
School Operations	19,048,085	18,587,700	20,542,386	20,725,929	20,637,598	95,212	20,637,598	-

FOR THE FISCAL YEAR
COMMENCING JULY 1, 2013 AND ENDING JUNE 30, 2014

	FY12	FY12	FY13	01/15/13	FY14	Variance	3/8/2013 Version	Change from 3/8/2013
	Original Budget	Audited Actual	Adopted Budget	FY13 Revised Budget	Proposed Budget	14 Proposed- 13 Adopted		
School Food Service	780,232	796,574	754,252	754,252	761,012	6,760	761,012	-
Comprehensive Services Act	1,022,594	773,848	761,000	761,000	661,500	(99,500)	761,000	(99,500)
Parks Programs	-	-	-	-	-	-	-	-
Gang Task Force Fund	-	198,348	-	-	-	-	-	-
Public Safety Fund	-	37,555	-	-	-	-	-	-
Conservation Easement	150,000	167,028	150,000	150,000	-	(150,000)	-	-
General Capital Improvements	1,725,525	1,183,663	366,310	566,310	575,000	208,690	575,000	-
School Capital Improvements	844,918	13,485,080	504,200	514,200	728,163	223,963	728,163	-
General Debt Service	374,129	375,700	389,200	389,200	399,200	10,000	399,200	-
School Debt Service	4,122,196	4,121,446	4,034,879	4,034,879	3,888,619	(146,260)	3,888,619	-
Joint Administrative Services	510,810	501,144	542,520	542,520	541,737	(783)	541,737	-
Unemployment Compensation	25,000	38,765	25,000	25,000	25,000	-	25,000	-
TOTAL EXPENDITURE	38,011,684	49,325,480	37,814,887	38,338,129	37,990,631	175,744	38,091,117	(100,500)
<i>Local Funds for Schools</i>	<i>14,746,898</i>	<i>26,845,978</i>	<i>15,067,999</i>	<i>15,261,542</i>	<i>15,268,127</i>	<i>200,128</i>	<i>15,268,127</i>	<i>-</i>
ESTIMATED REVENUE								
LOCAL REVENUE								
Current Real Estate Taxes	13,307,377	13,327,737	13,522,865	13,522,865	13,249,882	(272,983)	13,249,881	-
Delinquent Real Estate Taxes	143,997	68,251	108,612	108,612	108,612	-	108,612	-
Land Redemptions	-	-	-	-	-	-	-	-
Proceeds from Delinquent Land Sale	-	-	-	-	-	-	-	-
Public Service Corporation Real Estate	356,500	385,872	392,096	392,096	396,900	4,804	396,900	-
Delinquent Taxes on Public Service Corp	-	-	-	-	-	-	-	-
Current Personal Property Taxes	2,974,592	3,245,034	3,024,723	3,024,723	3,341,094	316,371	3,341,094	-
Delinquent Personal Property Taxes	100,000	72,710	100,000	100,000	72,710	(27,290)	72,710	-
Mobile Home Taxes	1,049	699	1,258	1,258	1,264	6	1,264	-
Machinery and Tools Taxes	198,670	207,657	172,173	172,173	191,499	19,326	191,498	-
Delinquent Taxes on Machinery & Tools	-	-	-	-	-	-	-	-
Penalties (All Property Taxes)	113,802	135,105	122,849	122,849	122,849	-	122,848	-
Interest (All Property Taxes)	88,268	92,611	89,461	89,461	92,611	3,150	92,611	-
Administrative Costs Delinq	8,930	15,540	11,541	11,541	11,541	-	11,541	-
DMV Stop Fee	440	(180)	-	-	-	-	-	-
Sales and Use Taxes	752,000	809,340	810,000	810,000	850,293	40,293	850,292	-
Consumer's Utility Taxes	376,348	377,700	376,348	376,348	375,135	(1,213)	375,135	-
Consumption Tax	36,991	33,732	36,991	36,991	35,950	(1,041)	35,949	-
Communications Tax	449,600	469,025	416,632	416,632	450,000	33,368	450,000	-
Business License Tax	24,000	23,210	24,000	24,000	24,000	-	24,000	-
Franchise License Tax	5,000	21,629	13,854	13,854	-	(13,854)	-	-
Utility License Tax	-	-	-	-	-	-	-	-
Motor Vehicle Licenses	290,851	302,478	303,336	303,336	303,336	-	303,336	-
Motor Vehicle License Penalty	125	-	-	-	-	-	-	-
Recordation Taxes	156,608	219,515	175,000	175,000	230,000	55,000	230,000	-
Taxes on Wills	7,777	3,475	15,000	15,000	11,254	(3,746)	11,253	-

FOR THE FISCAL YEAR
COMMENCING JULY 1, 2013 AND ENDING JUNE 30, 2014

	FY12 Original Budget	FY12 Audited Actual	FY13 Adopted Budget	01/15/13 FY13 Revised Budget	FY14 Proposed Budget	Variance 14 Proposed- 13 Adopted	3/8/2013 Version	Change from 3/8/2013
Transient Occupancy Tax	16,058	23,851	18,000	18,000	40,547	22,547	40,547	-
Animal Licenses	10,463	11,077	10,328	10,328	11,077	749	11,077	-
Animal Shelter Fees - Dogs & Cats	6,909	11,065	6,909	6,909	8,459	1,550	8,459	-
Spay & Neuter Fund Distribution	90	169	161	161	104	(57)	104	-
Dangerous Dog Registration	-	100	-	-	-	-	-	-
Land Use Application Fees Penalty	3,000	3,600	3,300	3,300	3,600	300	3,600	-
Land Use Application Fees	500	-	100	100	-	(100)	-	-
Transfer Fees	601	447	476	476	432	(44)	432	-
Zoning and Subdivision Permits	45,000	96,953	77,666	77,666	65,000	(12,666)	65,000	-
Building Permits	92,000	104,353	92,000	92,000	104,353	12,353	104,353	-
Road Sign Fees	100	-	90	90	-	(90)	-	-
New Dwelling Address Fee	1,000	1,430	1,300	1,300	1,430	130	1,430	-
Mapping Fee	1,000	800	900	900	900	-	900	-
Sign Permits and Inspection Fees	1,000	200	1,493	1,493	1,493	-	1,493	-
Rain Barrel Sales	2,250	370	360	360	1,400	1,040	1,400	-
Weapons Permits	5,000	5,686	4,500	4,500	5,453	953	5,453	-
Other permits, fees, and licenses	2,988	1,000	2,988	2,988	3,100	112	3,100	-
Court Fines and Forfeitures	290,000	362,725	283,000	283,000	362,725	79,725	362,725	-
DNA Fees - Blood Test	-	1,233	200	200	200	-	200	-
Courthouse Security Fees	55,000	63,160	55,000	55,000	63,161	8,161	63,160	-
Local Jury Fees	-	48	-	-	-	-	-	-
Interest on Bank Deposits	81,048	48,265	68,242	68,242	47,568	(20,674)	47,567	-
Rental of Property	51,772	51,774	51,772	51,772	51,772	-	51,772	-
Excess Fees of Clerks	500	-	500	500	-	(500)	-	-
Sheriff's Fees	800	796	797	797	797	-	796	-
Commonwealth's Attorney Fees	573	1,923	1,000	1,000	1,163	163	1,162	-
Court Appointed Attorney	273	978	657	657	529	(128)	528	-
Central Alarm - Berryville	2,000	2,000	2,000	2,000	2,000	-	2,000	-
Jail Processing Fee	1,200	1,988	1,500	1,500	1,571	71	1,570	-
Jail Time Nonconsecutive	-	-	-	-	-	-	-	-
Revenue from Shared Costs - Berryville	59,282	85,234	60,739	60,739	67,380	6,641	67,380	-
Revenue from Shared Costs - IDA	-	-	-	-	-	-	-	-
Wireless E-911	11,600	43,333	39,285	39,285	39,285	-	39,284	-
Humane Foundation Contribution	25,000	25,000	25,000	25,000	25,000	-	25,000	-
Recycling Rebate	92,075	92,843	39,000	39,000	92,843	53,843	92,843	-
Recreation Center Fees	35,250	31,494	33,100	33,100	39,100	6,000	39,100	-
Swimming Pool Fees	91,000	91,606	91,000	91,000	88,299	(2,701)	88,299	-
Concession Stand Revenue	20,000	19,508	19,500	19,500	18,500	(1,000)	18,500	-
Parks Programs Fees	231,440	260,595	248,000	248,000	275,000	27,000	275,000	-
Sale of Maps, Surveys, etc.	-	-	10	10	-	(10)	-	-
Sale of Publications	100	26	25	25	26	1	26	-
Zoning Research Fee	100	-	75	75	75	-	75	-
Engineer's Fees	7,000	13,440	9,699	9,699	13,441	3,742	13,440	-
Biosolids Application Fees	19,000	10,687	17,751	17,751	16,913	(838)	16,913	-
Gas Tax & Other Refunds	8,318	26,724	8,318	8,318	26,724	18,406	26,724	-

FOR THE FISCAL YEAR
COMMENCING JULY 1, 2013 AND ENDING JUNE 30, 2014

	FY12 Original Budget	FY12 Audited Actual	FY13 Adopted Budget	01/15/13 FY13 Revised Budget	FY14 Proposed Budget	Variance 14 Proposed- 13 Adopted	3/8/2013 Version	Change from 3/8/2013
Gifts & Donations in Lieu of Taxes	3,000	2,500	3,000	3,000	3,000	-	3,000	-
Donations	-	-	-	-	-	-	-	-
Sale of Salvage & Surplus Property	272	149	272	272	272	-	272	-
Revenue from Sale of Industrial Park	-	-	-	-	-	-	-	-
Sale of Vehicles	3,055	-	3,055	3,055	2,777	(278)	2,776	-
Insurance Adjustments	5,057	-	7,876	7,876	7,876	-	7,876	-
Miscellaneous Revenue	9,466	4,197	8,469	8,469	4,197	(4,272)	4,197	-
Loan Repayment	3,495	3,494	3,495	3,495	3,495	-	3,495	-
Insurance Recovery	12,327	16,267	13,754	13,754	13,754	-	13,753	-
Transfer from Animal Control Welfare	-	-	-	-	1,500	1,500	1,500	-
Comprehensive Services Act	-	46,825	-	-	-	-	-	-
School Operations	348,930	2,902	-	-	-	-	-	-
School Food Service	560,832	315,843	292,898	292,898	385,323	92,425	385,323	-
Public Safety Fund	-	516,687	555,648	555,648	518,440	(37,208)	518,440	-
Conservation Easement	-	3,543	-	-	-	-	-	-
General Capital Projects	535,860	18,601	117,024	117,024	-	(117,024)	-	-
School Capital Projects Proffers	-	452	-	-	-	-	-	-
School Capital Projects	-	13,178	-	-	-	-	-	-
Parks Construction Fund	-	6,177	-	-	-	-	-	-
General Debt Service	-	9,910	-	-	-	-	-	-
School Debt Service	17,325	27,976	6,397	6,397	-	(6,397)	-	-
Joint Administrative Services	-	-	3,000	3,000	3,000	-	3,000	-
Trigon Demutualization Funds	34,534	34,534	34,534	34,534	-	(34,534)	-	-
TOTAL LOCAL REVENUE	22,198,368	22,868,614	22,042,902	22,042,902	22,293,984	251,082	22,293,968	-
REVENUE FROM THE COMMONWEALTH OF VIRGINIA								
Motor Vehicles Carrier's Taxes	19,426	20,821	19,426	19,426	24,373	4,947	24,373	-
Mobile Home Titling Tax	45	35	-	-	-	-	-	-
Tax on Deeds (Grantor's Tax)	110,198	61,801	66,421	66,421	61,801	(4,620)	61,801	-
Other Non-Categorical Aid	-	-	-	-	-	-	-	-
Quarterly Rental Tax	2,464	1,782	2,305	2,305	2,161	(144)	2,161	-
Personal Property Tax Relief	2,483,842	2,483,842	2,483,842	2,483,842	2,483,842	-	2,483,842	-
Commonwealth's Attorney	175,237	174,246	175,766	175,766	184,517	8,751	184,517	-
Sheriff	679,680	688,383	698,760	698,760	736,470	37,710	736,470	-
Commissioner of Revenue	77,830	73,934	71,339	71,339	74,585	3,246	74,585	-
Treasurer	79,095	78,887	79,211	79,211	85,708	6,497	85,708	-
Medical Examiner	-	-	-	-	-	-	-	-
Registrar	30,414	40,186	36,362	36,362	41,706	5,344	41,706	-
Clerk of the Circuit Court	9,657	4,519	9,411	114,040	152,277	142,866	152,277	-
DMV CPSF Grant	-	-	-	-	-	-	-	-
DMV 402 Grant	7,677	10,754	11,675	11,675	10,000	(1,675)	10,000	-
Emergency Services Grants	3,314	-	3,314	3,314	-	(3,314)	-	-
Litter Control	5,429	6,000	5,399	5,399	5,817	418	5,817	-
Other Categorical Aid	7,810	858	2,041	2,041	2,041	-	2,041	-

FOR THE FISCAL YEAR
COMMENCING JULY 1, 2013 AND ENDING JUNE 30, 2014

	FY12	FY12	FY13	01/15/13	FY14	Variance	3/8/2013 Version	Change from 3/8/2013
	Original Budget	Audited Actual	Adopted Budget	FY13 Revised Budget	FY14 Proposed Budget	14 Proposed- 13 Adopted		
Extradition	-	-	-	3,626	-	-	-	-
Fire Programs Fund	40,905	63,386	36,901	36,901	41,207	4,306	41,207	-
Virginia Commission for the Arts	5,000	5,000	5,000	1,000	5,000	-	5,000	-
Gypsy Moth Control	-	-	-	-	-	-	-	-
Division of Historic Landmarks	24,500	8,700	-	-	-	-	-	-
DEQ Water Quality Management Grant	-	-	-	4,000	-	-	-	-
Welfare	935,333	897,051	955,261	955,261	892,247	(63,014)	892,247	-
School Operations	7,560,316	7,658,227	8,695,554	8,695,554	8,616,666	(78,888)	8,616,666	-
School Food Service	9,400	9,112	8,787	8,787	8,572	(215)	8,572	-
Comprehensive Services Act	471,297	332,113	351,000	351,000	306,457	(44,543)	351,000	(44,543)
Public Safety Fund	-	29,658	-	-	-	-	-	-
Conservation Easement	-	83,562	-	-	-	-	-	-
General Capital Projects	-	-	-	-	-	-	-	-
School Capital Projects	154,000	219,187	154,000	154,000	154,000	-	154,000	-
School Debt Service	-	-	-	-	-	-	-	-
TOTAL COMMONWEALTH REVENUE	12,892,869	12,952,044	13,871,775	13,980,030	13,889,447	17,672	13,933,988	(44,543)
FEDERAL REVENUE								
Payment in Lieu of Taxes	5,554	5,715	5,554	5,554	25,987	20,433	25,987	-
Miscellaneous Federal Revenue	-	4,953	-	-	-	-	-	-
Crime Victims Assistance	30,784	27,883	39,024	39,024	37,463	(1,561)	37,463	-
Multi Agency Federal Task Force	65,000	62,468	65,000	65,000	15,000	(50,000)	15,000	-
DOJ Vest Grant	-	-	-	-	1,500	1,500	1,500	-
DOJ Local Law Enforcement Block Grant	4,500	3,766	-	-	1,853	1,853	1,853	-
SCAAP Grant	5,416	2,535	2,535	2,535	3,671	1,136	3,671	-
ARRA Byrne Justice Assistance Grant	10,789	56	5,423	5,423	-	(5,423)	-	-
Conservation Easement	-	-	-	-	-	-	-	-
V-Stop	30,754	37,645	33,004	33,004	16,502	(16,502)	16,502	-
Public Assistance and Welfare Admin	-	-	-	-	-	-	-	-
Gang Task Force Fund	-	198,348	-	-	-	-	-	-
Public Safety Fund	-	17,544	-	-	-	-	-	-
School Operations	1,057,382	979,992	681,758	681,758	711,256	29,498	711,256	-
School Food Service	210,000	233,688	189,817	189,817	234,000	44,183	234,000	-
General Capital Projects	-	-	-	-	-	-	-	-
School Capital Projects	-	40,590	52,510	52,510	-	(52,510)	-	-
School Debt Service	130,348	130,343	130,349	130,349	119,008	(11,341)	119,008	-
TOTAL FEDERAL REVENUE	1,550,527	1,745,525	1,204,974	1,204,974	1,166,240	(38,734)	1,166,240	-

FOR THE FISCAL YEAR
COMMENCING JULY 1, 2013 AND ENDING JUNE 30, 2014

	FY12 Original Budget	FY12 Audited Actual	FY13 Adopted Budget	01/15/13 FY13 Revised Budget	FY14 Proposed Budget	Variance 14 Proposed- 13 Adopted	3/8/2013 Version	Change from 3/8/2013
BUDGET BALANCE PROCEDURE								
TOTAL EXPENDITURES	38,011,684	49,325,480	37,814,887	38,338,129	37,990,631	175,744	38,091,117	(100,500)
TOTAL REVENUE	36,641,764	37,566,182	37,119,651	37,227,906	37,349,671	230,020	37,394,196	(44,543)
SURPLUS (DEFICIT)	(1,369,920)	(11,759,298)	(695,236)	(1,110,223)	(640,960)	54,276	(696,921)	55,957
FROM FUND BALANCE	1,369,920	11,759,298	695,236	1,110,223	640,960	(54,276)	696,921	(55,957)
NET	-	-	-	-	-	-	-	-

SURPLUS/DEFICIT ADJUSTMENTS:

TOTAL SURPLUS (DEFICIT) ADJUSTMENTS
ADJUSTED SURPLUS (DEFICIT)
PAY-AS-YOU-GO
SURPLUS (DEFICIT) NET OF PAY-AS-YOU-GO

-
(640,960)
640,960
-

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

	2013
1. Real Estate, including the real estate of public service corporations**	\$ 0.630
2. Tangible personal property except machinery and tools and qualified Fire and Rescue Vehicles*	\$ 4.496
3. Tangible Machinery and tools	\$ 1.250
4. Tangible personal property of qualified Fire & Rescue Vehicles*	\$ 2.248

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

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

Clarke County
Schedule of Sales Tax Variance
March 12, 2013

Month received	A. B						Change over prior FY						2010 monthly change	2011 monthly change	2012 monthly change	2013 monthly change	
	2007	2008	2009	2010	2011	2012	2013	2008	2009	2010	2011	2012					2013
July	58,187.53	71,414.12	75,902.58	68,697.54	52,875.39	61,426.79	71,098.30	13,226.59	4,488.46	(7,205.04)	(15,822.15)	8,551.40	9,671.51	-10%	-30%	14%	14%
August	77,040.77	71,397.02	65,888.53	63,807.08	56,583.08	78,011.94	73,619.11	(5,643.75)	(5,508.49)	(2,081.45)	(7,224.00)	21,428.86	(4,392.83)	-3%	-13%	27%	-6%
September	61,961.65	70,468.97	67,384.77	70,882.16	72,927.49	54,173.61	69,497.26	8,507.32	(3,084.20)	3,497.39	2,045.33	(18,753.88)	15,323.65	5%	3%	-35%	22%
October	72,004.25	62,203.87	65,873.18	65,836.05	53,770.43	70,934.05	62,678.21	(9,800.38)	3,669.31	(37.13)	(12,065.62)	17,163.62	(8,255.84)	0%	-22%	24%	-13%
November	72,302.94	64,912.17	59,201.42	68,365.01	70,477.79	71,068.06	66,409.13	(7,390.77)	(5,710.75)	9,163.59	2,112.78	590.27	(4,658.93)	13%	3%	1%	-7%
December	75,420.80	74,662.24	57,634.39	62,778.63	53,971.34	59,042.54	63,193.09	(758.56)	(17,027.85)	5,144.24	(8,807.29)	5,071.20	4,150.55	8%	-16%	9%	7%
January	65,968.17	60,421.93	47,453.50	51,209.32	59,729.47	77,796.56	65,239.98	(5,546.24)	(12,968.63)	3,756.02	8,520.15	18,067.09	(12,556.58)	7%	14%	23%	-19%
February	70,990.65	60,948.63	42,705.46	88,682.35	63,808.34	85,264.01	66,146.06	(10,042.02)	(18,243.17)	45,976.89	(24,874.01)	21,455.67	(19,117.95)	52%	-39%	25%	
March	57,588.65	61,379.53	57,137.02	46,089.89	48,295.09	50,432.02	51,736.64	3,790.88	(4,242.51)	(11,047.13)	2,205.20	2,136.93	1,304.62	-24%	5%	4%	
April	61,324.75	61,834.26	53,890.64	44,838.54	45,445.57	51,942.90	50,330.05	509.51	(7,943.62)	(9,052.10)	607.03	6,497.33		-20%	1%	13%	
May	58,410.24	68,646.78	67,777.78	51,060.81	67,023.99	68,429.12	66,304.36	10,236.54	(869.00)	(16,716.97)	15,963.18	1,405.13		-33%	24%	2%	
June	72,105.25	76,408.64	68,622.54	59,742.90	60,073.48	67,248.59	65,160.49	4,303.39	(7,786.10)	(8,879.64)	330.58	7,175.11		-15%	1%	11%	
Avg monthly pyt.	66,942.14	67,058.18	60,789.30	61,832.52	58,748.46	66,314.18	64,284.39	116.04	(6,268.88)	1,043.22	(3,084.07)	7,565.73	(2,059.09)				
Variance over previous year								0%	-9%	2%	-5%	13%	-3%				
Average variance over all years	810,888.49	803,678.13	720,185.12	718,944.13	734,961.72	801,048.87	766,919.13							3.8%	2.9%	3.8%	3.2%
	810,888.49	812,799.40	743,085.84	737,452.01	684,426.00	684,427.00								2.1%	-1.0%	0.4%	-0.4%
		(9,121.27)	(22,900.72)	(18,507.87)	50,535.72	116,621.87								-1.4%	-3.1%	0.1%	1.6%

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>	<i>Review Date</i>
10/16/2012	1542	Develop formal proposal for biosolids.	Alison Teetor			
2/19/2013	1594	Process and upload approved minutes.	Lora B. Walburn	Complete	2/19/2013	
2/19/2013	1595	Develop ad and place in newspaper and on website TA-12-05	Lora B. Walburn	Complete	2/21/2013	
2/19/2013	1596	Develop ad and place in newspaper and on website RZ-12-01.	Lora B. Walburn	Complete	2/21/2013	
2/19/2013	1597	Execute Lord Fairfax Health District 2012-2013 Locality Agreement.	David Ash	Complete	2/20/2013	
2/19/2013	1598	Process Lord Fairfax Health District 2012-2013 Locality Agreement	Lora B. Walburn	Complete	2/20/2013	
2/19/2013	1599	Execute Blue Ridge Housing Network, Inc. Letter of Support re Application for HOME Investment Partnerships Funding.	David Ash	Complete	2/19/2013	
2/19/2013	1600	Process Blue Ridge Housing Network, Inc. Letter of Support re Application for HOME Investment Partnerships Funding.	Lora B. Walburn	Complete	2/20/2013	
2/19/2013	1601	Execute Faithworks Inc. Letter of Support re Application for HOME Investment Partnerships Funding.	David Ash	Complete	2/20/2013	
2/19/2013	1602	Process Faithworks Inc. Letter of Support re Application for HOME Investment Partnerships Funding.	Lora B. Walburn	Complete	2/20/2013	
2/19/2013	1603	Execute Letter of Support 2012 TMDL Pre Proposal - C-Spout Run: Implementing the Spout Run TMDL Implementation Plan Through a Collaborative Partnership	J. Michael Hobert	Complete	2/19/2013	
2/19/2013	1604	Process Letter of Support 2012 TMDL Pre Proposal - C-Spout Run: Implementing the Spout Run TMDL Implementation Plan Through a Collaborative Partnership	Lora B. Walburn	Complete	2/20/2013	
2/19/2013	1605	Execute 2013-01P.	J. Michael Hobert	Complete	2/19/2013	
2/19/2013	1606	Process 2013-01P.	Lora B. Walburn	Complete	2/20/2013	
2/19/2013	1607	Update appointment database.	Lora B. Walburn	Complete	2/25/2013	

Clarke County Board of Supervisors

Board Member Committee Status Reports

Clarke County Board of Supervisors

Closed Session *[as necessary]*

Clarke County Board of Supervisors

Citizen Comment Period

Clarke County Board of Supervisors Public Hearing Notice March 19, 2013 6:30 pm



The Clarke County Board of Supervisors will hold public hearing on Tuesday, March 19, 2013 at 6:30 pm or as soon thereafter as the matter may be heard in the Berryville Clarke County Government Center Main Meeting Room, 101 Chalmers Court, 2nd Floor, Berryville, VA, to consider the following matters:

PH 13-02: Text Amendment - TA-12-05 Proposed text amendment to add a new section, §3-E-3-e-5, Approval Expiration, to the Clarke County Zoning Ordinance. The purpose of the text amendment is to limit the validity of Certificates of Appropriateness issued by the Historic Preservation Commission to five years and to establish a process for certificate holders to request reasonable time extensions based on established criteria. The new process would mirror the current process for approval expiration of site plans.

PH 13-03: Amendment (RZ-12-01) Mahlon A. Jones (D&B Management Services, Inc., property owner) requests a conditional rezoning from Agricultural-Open Space-Conservation (AOC) to Highway Commercial (CH), and approval of a Site Plan for a convenience store with gasoline sales. Property is located at 3355 Lord Fairfax Highway (US 340), Buckmarsh Electoral District, and is referenced as Tax Map Parcel #8-1-2.

PH 13-04: Public Schools Carryover. Consider Clarke County School Board request to increase budgeted expenditures and appropriations from prior year unspent funds: a) \$108,200 to the School Operating Fund for the purchase of textbooks and teacher evaluation technology;\ and b) \$272,118 to the School Capital Projects Fund for the purchase of smart boards, a fleet radio system, and an ERP system.

David L. Ash - County Administrator

If weather or other conditions make it hazardous for members to attend, then, the matter shall be heard at 1:00 pm on the Thursday following the regularly scheduled Tuesday. All hearings previously advertised shall be conducted at the continued meeting. In the event said day falls upon any legal holiday, the meeting shall be held on the next following regular business day.

PH 13-04: Public Schools Carryover

Consider Clarke County School Board request to increase budgeted expenditures and appropriations from prior year unspent funds: a) \$108,200 to the School Operating Fund for the purchase of textbooks and teacher evaluation technology; and b) \$272,118 to the School Capital Projects Fund for the purchase of smart boards, a fleet radio system, and an ERP system.

Public Schools Carryover: The unexpended balance in the School Operating Fund was larger than expected because of a last minute change in the way the Virginia Retirement System assesses payments on the arrears payrolls for ten-month employees (\$123,000), because the contingency for Food Service Fund shortfall was partially unneeded (\$62,000), and because less was expended in Building Services accounts than budgeted (\$181,000).

The School Board has adopted resolutions requesting that a portion of these funds be appropriated to FY2013 for the following purposes:

<i>ITEM</i>	<i>FUND</i>	<i>AMOUNT</i>
Textbooks	Operating	100,000
Teacher Evaluation Technology	Operating	8,200
Smart Boards	Capital	120,000
Fleet Radio System	Capital	52,118
ERP System	Capital	100,000
TOTAL		380,318

"Be it resolved that a public hearing be set on a proposed motion to increase budgeted expenditures and appropriations from prior year unspent funds: a) \$108,200 to the School Operating Fund for the purchase of textbooks and teacher evaluation technology, and b) \$272,118 to the School Capital Projects Fund for the purchase of smart boards, a fleet radio system, and an ERP system."

ZONING ORDINANCE TEXT AMENDMENT (TA-12-05)
Certificates of Appropriateness – Approval Expiration
March 19, 2013 Board of Supervisors Meeting –PUBLIC HEARING
STAFF REPORT – Department of Planning

The purpose of this staff report is to provide information to the Planning Commission and Board of Supervisors to assist them in reviewing this proposed ordinance amendment. It may be useful to members of the general public interested in this proposed amendment.

Description:

Proposed text amendment to add a new section, §3-E-3-e-5, Approval Expiration, to the Clarke County Zoning Ordinance. The purpose of the text amendment is to limit the validity of Certificates of Appropriateness issued by the Historic Preservation Commission to five years and to establish a process for certificate holders to request reasonable time extensions based on established criteria. The new process would mirror the current process for approval expiration of site plans.

Requested Action:

Recommend adoption of the proposed text amendments. A public hearing has been advertised for the March 19, 2013 Board of Supervisors regular meeting.

Staff Discussion/Analysis:

This proposed text amendment was developed by Planning Staff at the request of the Historic Preservation Commission (HPC).

At their September 27, 2012, HPC members expressed interest in establishing a fixed term for the validity of Certificates of Appropriateness that are issued for construction projects within Historic Districts per §3-E-3. Members were concerned that property owners could delay starting their projects for several years. Since Certificates of Appropriateness currently do not expire, any regulations that are adopted after the HPC approves a Certificate cannot be applied even if the project is started after the regulations are changed. Creating a fixed term and expiration date would allow these projects to be reconsidered subject to any new regulations that were adopted since the Certificate was first issued.

To address the HPC's concerns, Planning Staff drafted the proposed text amendment below to establish a five year validity period for all Certificates of Appropriateness. The language allows the HPC to grant reasonable extensions of the validity period subject to a list of four specific criteria. The proposed language was taken from the current approval expiration provision that applies to site plans per §6-E-5. If adopted, the new approval expiration provision would apply to all new Certificates that are issued after the adoption date.

The HPC reviewed the text amendment at their meeting on November 27, 2012 and voted 4-0-3 (Hiatt, Carter, Nelson absent) to recommend consideration of the proposed amendment.

Planning Commission Recommendation:

Following a duly advertised public hearing on January 11, 2013, the Planning Commission voted 9-0-2 (Staelin, Steinmetz absent) to recommend adoption of the proposed text amendment.

Staff Recommendation:

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

Amendment Text (new or amended language in bold italics):

3-E-3-e-5 Approval Expiration

Unless a final Certificate of Occupancy has been issued for the structure or structures described in the Certificate of Appropriateness, an approved Certificate shall no longer be valid after five years from the date of issuance by the Preservation Commission. Upon application of the developer filed before expiration of the Certificate, the Preservation Commission may grant one or more extensions of such approval for additional periods as the Preservation Commission, at the time the extension is granted, determines to be reasonable. Such extensions shall take into consideration:

- 1. Whether a building permit has been issued;*
- 2. Whether substantial construction work has been completed;*
- 3. The size and phasing of the project; and*
- 4. The laws, ordinances, and regulations in effect at the time of application for the extension request.*

History:

- December 7, 2012 – Commission voted 8-0-3 (Kreider, Ohrstrom, Staelin absent) to set public hearing for the January 11, 2013 regular meeting.
- January 11, 2013 – Commission voted 9-0-2 (Steinmetz, Staelin absent) to recommend adoption of the proposed text amendment.
- February 19, 2013 – Board voted unanimously (5-0) to set public hearing for the March 19, 2013 meeting.

Previous Staff Reports:

- December 7, 2012 Staff Report to set public hearing.
- January 11, 2013 Staff Report – Planning Commission public hearing.
- February 19, 2013 Staff Report to set public hearing.



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: RZ-12-01 Mahlon A. Jones (D&B Management Services, Inc.)

DATE: March 11, 2013

Enclosed for your consideration are the following two documents for the review of the Mahlon A. Jones rezoning case (RZ-12-01):

- Staff report – The March 19, 2013 staff report contains the same technical information as the report that was provided to you last month to set public hearing. All case materials were previously provided in your February meeting packet.
- Draft Resolution to Approve – As with past rezoning cases, Staff and the County Attorney have prepared a draft resolution to approve for the Board’s consideration. This resolution outlines several items analyzed in detail in the Staff Report that provide grounds for approval of the rezoning request. The resolution also includes factual statements that describe the unique elements of this case.

If you have any questions or concerns in advance of the March 19 meeting, please do not hesitate to contact me at 955-5130 or via email at bstidham@clarkecounty.gov.

**ZONING MAP AMENDMENT/SITE PLAN REVIEW (RZ-12-01)
Mahlon A. Jones (D&B Management Services, Inc., property owner)
March 19, 2013 Board of Supervisors Meeting –PUBLIC HEARING
STAFF REPORT – Department of Planning**

The purpose of this staff report is to provide information to the Planning Commission and Board of Supervisors to assist them in reviewing this proposed ordinance amendment. It may be useful to members of the general public interested in this proposed amendment.

Case Summary

Applicant(s):

Mahlon A. Jones (D&B Management Services, Inc., property owner)

Location:

- 3355 Lord Fairfax Highway (US 340), Tax Map Parcel #8-1-2 (contains two parcels)
- East side of U.S. 340 between Harry Byrd Highway (VA 7) and Summit Point Road (Rt. 611)
- Buckmarsh Election District (Kreider, Thuss – Planning Commission; Weiss – Board of Supervisors)

Parcel Size/Area to be Rezoned:

+/- 5.74 acres in two parcels

Request:

Conditionally re-zone property from Agricultural-Open Space-Conservation District (AOC) to Highway Commercial (CH) District with Conditions and approve Site Plan.

Purpose of Request:

Replace existing convenience store with new convenience store with gasoline sales per §3-A-13-a-1-j of the Zoning Ordinance.

Planning Commission Recommendation:

Planning Commission voted 7-3-1 (Nelson, Staelin, Steinmetz NAY; Turkel absent) to recommend approval of the request subject to the Applicants' proffered conditions. The Commission also voted 7-3-1 (Nelson, Staelin, Steinmetz NAY; Turkel absent) to approve the site plan (SP-12-08) subject to approval of the rezoning request by the Board of Supervisors.

Requested Action:

Staff recommends approval of the rezoning request subject to the Applicants' proffered conditions.

Description:

Mahlon A. Jones (D&B Management Services, Inc., property owner) requests a conditional rezoning from Agricultural-Open Space-Conservation (AOC) to Highway Commercial (CH), and approval of a Site Plan for a convenience store with gasoline sales. Property is located at 3355 Lord Fairfax Highway (US 340), Buckmarsh Electoral District, and is referenced as Tax Map Parcel #8-1-2.

Facts:

The Applicants are the current owners of the 340 Cigarette Outlet, a retail and convenience store located on the subject property. The 340 Cigarette Outlet currently occupies 5,572 square feet in two adjacent buildings and does not offer gasoline sales. The Applicants propose to demolish the existing convenience store building in order to construct a new 5,500 square foot convenience store offering gasoline sales to be located in a new fueling area containing four dual-pump islands under a canopy.

The Applicants are requesting a conditional rezoning of the property from AOC to CH because their new project would exceed the scope of their current use by adding gasoline sales. The existing store has operated for many decades on the subject property in different forms. The property is zoned Agricultural-Open Space-Conservation (AOC) which allows for “retail and service businesses” as a special use, however the Ordinance at one point in time allowed such businesses by right in agricultural districts. The current business is deemed a special use by virtue of being in existence prior to this change in the Ordinance.

The proposed provision of gasoline sales as a new use is the element of the project that is not consistent with the deemed special use. The definition of “retail and service businesses” provides for a wide range of uses but does not include gasoline sales. Gasoline sales are listed separately as a permitted use in the Highway Commercial (CH) district as “gasoline filling stations,” and such sales are a prohibited use in the AOC district. In order to allow gasoline sales with the new convenience store, a rezoning to the CH district is necessary.

The subject property consists of two parcels (3.9875 acres and 1.7573 acres respectively) that are currently listed under a single tax map number. The two parcels would be combined into a single parcel in conjunction with the development of the property. The resultant redevelopment project would be in full compliance with the County’s Zoning and Subdivision Ordinances. Several other existing buildings on the property would be demolished to accommodate the new site features including an updated parking lot and stormwater management facilities. An existing double-wide manufactured home would also be removed from the property subject to special proffered conditions to permit the owners additional time to find a new location for the home (see discussion below).

The Applicants have voluntarily provided proffered conditions per §8-C of the Zoning Ordinance that would govern development of the property if the request is ultimately approved. These include a new commercial entrance with a turn lane and taper to improve a serious traffic safety issue, provision of turn lanes at nearby median crossovers on US 340 (see detailed discussion in “Staff Analysis” below), an architectural rendering to govern the design of the proposed building and canopy, limitations on the future use and expansion of the business, limitations on the

canopy height, and improved landscaping and dark-sky compliant lighting. The Applicants also proffered that the business would not be used as a truck stop and that overnight parking would be prohibited. The parking areas and internal traffic aisles are also designed for passenger vehicles and are not designed to facilitate use of the business by large trucks.

The Applicants have also proffered that their site plan would govern the development of the property. The site plan – which includes the stormwater management plan – was reviewed and accepted by Chester Engineering, and the Karst plan was reviewed and accepted by Piedmont Geotechnical. Chester Engineering staff also conducted a supplemental review of the underground fuel storage tank designs and had no concerns with their installation or potential impact on groundwater and Karst features. The site plan was approved by the Planning Commission on February 1, 2013 contingent upon the Board of Supervisors approving this rezoning request.

A copy of the Applicants’ site plan and proffered conditions is enclosed for your reference.

Past Case:

A similar rezoning request was filed in 2001 for this property (RZ-01-01, High-Up Dairy). In that case, the Applicant also requested a rezoning to Highway Commercial in order to allow fuel sales at the facility. A major difference in the 2001 case was that the Applicants proposed use of the existing structures on the property and did not provide any turn lane improvements. Planning Staff recommended denial of the case on grounds that it was inconsistent with the Comprehensive Plan and constituted spot zoning. The Planning Commission voted 8-1 (2 absences) to recommend denial of the request, and the Board voted 3-0 (2 abstentions) to deny the request. A copy of the Staff Report for this case is provided for your reference.

Conditional Zoning Generally

Conditional zoning is a tool that has been used infrequently over the years and is authorized by §8-C of the Zoning Ordinance and §15.2-2296 of the Code of Virginia. Conditional zoning allows for the governing body to approve a rezoning of a property subject to conditions, or “proffers,” that become a binding part of the zoning regulations for that property. Conditional zoning is often used in cases where a proposed project has unique elements and impacts that cannot be sufficiently addressed by the existing land use regulations.

Proffers adopted through conditional zoning differ from conditions imposed on special use permits in a critical way -- proffers must be voluntarily provided by the Applicants and cannot be imposed as a condition of approval by the governing body. Proffers are typically negotiated with the Applicants by Staff, the Planning Commission and Board to address specific impacts on the community such as safety, aesthetics, infrastructure needs, and other elements.

All proffers must be provided in a written Proffer Statement prior to the public hearing. Per the Zoning Ordinance, proffers cannot be added or amended at the public hearing.

Summary of Key Issues:

Several key issues were discussed during the Planning Commission’s deliberation of this case. These issues are summarized in the list below and discussed in detail in the “Staff Analysis” section.

- Comprehensive Plan conformance
- “Spot zoning”
- Precedent
- Traffic safety issues
 - Property entrance
 - Median crossovers
- Karst issues/underground fuel storage tanks
- Existing double-wide manufactured home

Proffered Conditions Provided by the Applicants:

The Applicants provided a revised version of their proffered conditions (revised January 25, 2013) to address concerns raised by Staff, the Planning Commission, reviewing agencies, and our engineering consultants. Below is a summary of these proffers. A full copy of the current revised proffer statement is provided in your case packet.

A. Land Use.

- 1. Use of the property will be limited to retail and service businesses with fuel sales and appropriate accessory uses. All other uses in the CH District would be prohibited.*
- 2. Truck stops would be prohibited from the property and “No Overnight Parking” signs would be posted. The Applicants added that the signs would be maintained and that the property owner would be responsible for enforcement.*
- 3. Maximum floor area for the business would be 10,000 square feet – 33% reduction in maximum footprint allowance in CH District. A site plan amendment would be required for any future expansion activity.*

B. Architectural Standards.

- 1. Applicants proffer an architectural rendering to control building design (dated August 22, 2012 and prepared by Main Street Architecture). Structures shall remain in substantial conformance with the renderings unless approved by the County as a proffer amendment.*
- 2. High quality building materials to be used for the building and fuel canopy including but not limited to brick, stone, false stone, wood, glass, and dimensional shingle or standing seam metal roofing.*
- 3. Maximum structure height shall be thirty (30) feet – 25% reduction in maximum allowable height in CH District. Maximum canopy height shall be eighteen (18) feet.*

C. *Site Development Standards.*

1. *Submission of the final site plan and building permit application shall occur within 12 months of final non-appealable rezoning approval.¹*
2. *Existing retail and service business shall be removed prior to issuance of Certificate of Occupancy for the new business building.*
3. *New proffer to allow for the existing mobile home to remain on the property until December 31, 2013. Existing home will be connected to the new well and driveway access will be relocated to provide access internal to the business. Well connection and internal access will be removed when the home is removed from the property.*
4. *Parcels shall be consolidated into a single parcel prior to issuance of a Building Permit.*
5. *Oil and fuel trench collection facilities shall be provided for all fuel sales areas.*
6. *Stormwater quality and quantity measures to be provided including filterra collection facilities, grass swales, and a detention basin.*
7. *Dark-sky compliant lighting plan to be provided including shielded LED downcast fixtures.*
8. *Landscape buffering plan to be provided to minimize visual impacts on adjoining properties.*

D. *Transportation Enhancements*

1. *Property access shall be limited to one commercial entrance and right turn lane located on the southern portion of the property. New turn lane and taper shall be in substantial conformance with the site plan and shall be completed and inspected by VDOT prior to issuance of a final certificate of occupancy.*
2. *Proffer to extend the turn lane and taper to meet VDOT minimum standards with the first future site plan that proposes expansion of the use after the initial site plan. Proffer is binding on future owners of the property.*
3. *All existing pavement shall be removed that ties into US 340 north of the proposed entrance, and the pavement areas shall be converted into greenspace with street trees. Work shall be completed and inspected by VDOT prior to issuance of a final certificate of occupancy.*
4. *Proffer to provide internal site access for the existing mobile home until it is removed from the property prior to December 31, 2013.*
5. *15 foot wide reservation strip to be provided along the property frontage for future widening of US 340. Right of way strip shall be provided on the consolidation plat.*
6. *Proffer to extend the left turn lane and taper at the median crossing immediately to the south of the subject property. Turn lane and taper shall meet VDOT minimum standards and shall be completed and inspected by VDOT prior to issuance of a final certificate of occupancy.*
7. *Proffer to extend the left turn lane and taper at the median crossing immediately to the north of the subject property or to close the crossover subject to conditions. Within 6 months of issuance of a final certificate of occupancy, the Applicant will*

¹ Per the Code of Virginia, final non-appealable approval of the rezoning request would occur 30 days after an action to approve the case is taken by the Board of Supervisors.

take traffic counts to determine whether warrants for turn lane installation have been met. If not, the Applicant will continue to take traffic counts annually for a maximum of five years. If warrants are met, VDOT will determine if the County wants to close the crossover or to have the turn lane and taper installed. The Applicant will be responsible for the design and construction costs either to install the turn lane and taper or to close the crossover. Traffic counts will also be taken in conjunction with the first site plan that proposes to expand the property use.

E. Alternative Onsite Septic System (AOSS)

- 1. Proffer to contract with an AOSS operator to monitor and maintain the septic system for its lifespan. System shall be inspected and samples taken 180 days following issuance of an operation permit, and thereafter annually, and shall submit the results to the County and Virginia Department of Health. Property owner shall maintain a copy of the operation permit, maintenance manual, and inspection log and shall pump the system every five years.*

Summary of Review Comments:

Below is a summary of the review comments provided by the County's engineering consultants and reviewing agencies on the rezoning request and site plan.

ENGINEERING CONSULTANTS:

Site Plan/Stormwater Management Plan

Following her review of the Applicants' initial and subsequent plan submissions, Elizabeth Adamowicz (Chester Engineers) provided a letter to Planning Staff on January 24, 2013 indicating that she has no outstanding concerns with the site plan and stormwater management plan. She added that her review consisted of evaluating the stormwater plan; erosion and sediment control plan; the engineering approach to grading, drainage, layout and circulation; provision of landscape buffers; and general compliance with the County Zoning Ordinance. She noted that a VDOT approval letter for the site access entrance must be provided to the County prior to site plan approval. This approval letter has been issued by VDOT staff (see comments below).

Karst Plan

Dan Rom (Piedmont Geotechnical) conducted the review of the Applicants' initial Karst plan submission on December 11, 2012, and provided a comment letter to Planning Staff on December 16. Mr. Rom had concerns with the field work methodology – specifically the length of the electrical resistivity (ER) lines that were taken in specific areas. Mr. Rom recommended additional ER lines to be run on the site as well as potential soil test borings to more accurately determine Karst conditions. The Applicants' geotechnical engineer, Ruckman Engineering, conducted the additional field work and re-submitted the Karst plan report to address Mr. Rom's concerns. Mr. Rom provided a letter on January 16, 2013 indicating that the revised Karst plan meets all of the requirements of the County's ordinance and that he does not have any concerns with Karst features posing a risk of groundwater contamination. Mr. Rom also noted that soil borings that were conducted as part of the supplemental field work should be grouted as required

by ordinance. Dan Hamric (Ruckman Engineering) replied by email on January 17 that the borings were backfilled and capped to meet ordinance requirements.

Jason Fritz (Chester Engineers) conducted a supplemental review of the Karst plan specifically to provide recommendations on the design and siting of the underground fuel tanks. He provided a letter to Planning Staff on January 18, 2013 expressing no concerns with the revised Karst plan. He added that the only potential concern was the possible sinkhole along the rear property line but noted that there was no evidence to support the sinkhole's existence in the Karst report.

REVIEWING AGENCIES:

Virginia Department of Transportation (VDOT)

Planning Staff received a comment letter from Bobby Boyce (VDOT) on October 18, 2012 indicating that VDOT has no overall objections to the proposed rezoning provided that a site plan is provided that addresses the concerns noted in the letter. He indicated that US 340 carries 15,000 trips per day with 9% heavy vehicles, and states that the existing ingress/egress "is extremely dangerous and needs to be improved." Mr. Boyce noted that the project requires a turn lane and taper and that the new commercial entrance would provide more than the required amount of sight distance and a much safer access. He also noted that the proposed turn lane and taper would be adequate for passenger vehicles but would not be adequate for truck traffic. Mr. Boyce's greatest concern was the impact of vehicles making left turns at two nearby median crossovers as neither crossover currently has a turn lane and taper that meets VDOT minimum standards.

To address Mr. Boyce's concerns, the Applicants added new proffers to provide for turn lane and taper improvements at the two nearest crossovers to the north and south (see discussion below). Following review of the Applicants' revised proffered conditions and proposed crossover improvements (discussed below), Mr. Boyce provided an email response on December 19 noting that the proffers address VDOT's offsite concerns.

Virginia Department of Health (VDH)

Planning Staff received comments from Greg Lloyd (VDH) on October 16, 2012 indicating that VDH has issued a certification letter to the Applicants for a new well and alternative onsite septic system (AOSS) that would serve a new convenience store with gas pumps, 14 seats, and public restrooms. The approved septic system is an alternative onsite septic system (AOSS) that includes alternative treatment and timed dosing.

Planning Staff also provided the following recommendations regarding the AOSS:

- *The owner of the system shall maintain a relationship with an operator. An operator is defined as "an individual employed or contracted by any owner who is licensed or certified to operate, monitor, and maintain an alternative onsite sewage system." Prior to the issuance of an operations permit by the health department the owner shall 1) provide the name and license number of the operator to the local health department and 2) have the designer of the system submit an operation and maintenance manual to the health department for approval.*

- *The operator shall inspect the system and take a sample from the designated sampling point within 180 days of issuance of an operation permit. Samples and inspections are required every 12 months subsequent to the issuance of the operations permit. Sample results shall be submitted to the local health department by the 15th of the month following the month in which the sample was taken.*
- *The system operation shall comply with the performance standards as described in the Virginia Department of Health regulations, section 12VAC5-613-90. Performance requirements; ground water protection, for systems located in the Chesapeake Bay Watershed.*
- *The operator shall to notify the local health department if the relationship with the owner terminates. The owner is responsible for establishing a relationship with any subsequent operators within 2 months of termination.*
- *The Health Department shall be permitted to inspect the system annually for the purpose of determining if the system is being operated and maintained in a sanitary manner. Such inspection shall be done at reasonable times and, whenever practical, in the company of the owner or occupant of the premises.*
- *The septic tank shall be pumped a minimum of every 5 years with verification provided to the Health Department.*
- *An inspection log and a copy of the Operation and Maintenance Manual are to be kept by the owner and provided to the Health Department upon request.*

These recommendations have since been accepted by the Applicants and are included in their revised proffer statement.

County Building Department

No comments were provided on this case from the Building Department.

Staff Analysis:

Below is a discussion of the primary items of concern addressed during the deliberation of this case.

Conditional Rezoning Evaluation Criteria

Evaluation of conditional rezoning requests include an in-depth analysis of 17 criteria set forth in §8-E-3 of the Zoning Ordinance. Below is an evaluation based on the Applicants' site plan and current proffered conditions:

- a. *Will be consistent with the Comprehensive Plan of the County.*

An evaluation of this criterion is included as a separate section below.

b. *Will be consistent with the Purposes and Intent of this Ordinance.*

Staff has identified no elements of this project that would conflict with the Purposes and Intent of the Zoning Ordinance.

c. *Will not have an undue adverse impact on the short-term and long-term fiscal resources of the county for education, water, sewage, fire, police, rescue, solid waste disposal or other services, and will be consistent with the capital improvement goals and objectives of the Comprehensive Plan, to the end that growth of the community will be consonant with the efficient and economic use of public funds.*

This project involves the redevelopment and improvement of an existing convenience store. Staff cannot identify any increased adverse impacts on schools, public water and sewer, emergency services, or solid waste disposal services that would result from approval of this project. While VDOT has no outstanding concerns with the entrance construction, turn lane installation, and off-site improvements proffered by the Applicants, there is always the long term potential that increased traffic to the site could result in the need for future transportation improvements. Staff does note that based on VDOT's recommendation, there are no improvement needs identified at this time.

d. *Will not cause an undue adverse effect on neighboring property values without furthering the goals of the Comprehensive Plan to the benefit of the County.*

Staff's position on the issue of using property values as an evaluation criterion is noted above. From a big picture perspective, this redevelopment project would dramatically improve a serious traffic safety problem, would improve the visual appearance of the business, and could potentially provide additional tax revenue through increased sales.

e. *Will not cause an undue adverse effect on the preservation of agricultural or forestal land.*

Staff has identified no adverse impacts to the preservation of agricultural or forestal land.

f. *Will not cause unreasonable traffic congestion or unsafe conditions on existing or proposed public roads and has adequate road access.*

As noted above, VDOT has no outstanding concerns with the Applicants' entrance plan, turn lane improvement, and off-site improvements at the median crossovers.

g. *Will not cause destruction of or encroachment upon historic or archeological sites, particularly properties under historic easement.*

This project would not impact any known historic or archaeological sites.

h. Will not cause an undue adverse effect on rare and irreplaceable natural areas, areas of outstanding natural beauty, state-designated scenic byways or scenic rivers or properties under open space easement.

This project would not impact any of the aforementioned natural areas or open space easements.

i. Will not cause an undue adverse effect on wildlife and plant habitats.

Staff has identified no adverse impacts on wildlife and plant habitats.

j. Will have sufficient water available for its foreseeable needs.

The Virginia Department of Health (VDH) has approved the Applicants' plan to install a new well to serve the business's needs.

k. Will not cause unreasonable depletion of or other undue adverse effect on the water source(s) serving existing development(s) in adjacent areas.

The Applicants' Karst plan, as reviewed and accepted by the County's geotechnical engineer, indicates that the redevelopment of the property and installation of underground fuel tanks will not have an adverse effect on groundwater supplies. Additionally, the Virginia Department of Health (VDH) had no concerns with the installation of a new well for the property and abandonment of the existing well.

l. Will not cause undue surface or subsurface water pollution.

In addition to the Karst plan resolution noted above, the Applicants' stormwater management plan has been approved to state and local standards to mitigate the quality of stormwater that leaves the property and/or infiltrates into the ground. The Applicants' have also proposed a state of the art underground fuel tank system with a real-time monitoring system to guard against leaks, and have proffered to provide oil and fuel trench collection facilities in the fuel sales area as an additional measure of protection against surface and subsurface water pollution.

m. Will not cause an undue adverse effect on existing or proposed septic systems in adjacent areas.

Neither the Karst plan nor VDH's review of the proposed alternative onsite septic system (AOSS) showed the potential for adverse impact on nearby septic systems as a result of the redevelopment project.

n. Will not cause unreasonable soil erosion.

The County's engineering consultant has approved the erosion and sediment control plan and the stormwater management plan to ensure that soil erosion will be mitigated to state and local standards.

- o. Will have adequate facilities to provide safety from flooding, both with respect to proposed structures and to downhill/downstream properties.*

Implementation of the approved stormwater management plan will ensure that any potential for flooding due to stormwater runoff will be mitigated to state and local standards.

Staff notes that the Applicants' rezoning request is in full compliance with the Conditional Rezoning Evaluation Criteria set forth in §8-E-3 of the Zoning Ordinance.

Comprehensive Plan Conformance

As noted above, Planning Staff in 2001 recommended denial of the High-Up Dairy Mart rezoning request on the grounds that it was inconsistent with the Comprehensive Plan. Staff at the time cited two Objectives and relevant policies from the 2001 Comprehensive Plan to support their argument:

Objective 6 – Encourage residential, commercial, and industrial development in designated growth areas. Provide for nonresidential business development at the intersections of two or more federally-designated primary highways (US Routes 50/17 and 340 and US Routes 340 and 522).

Policy 3 – Promote business activities at the intersections of two or more federally-designated primary highways: Waterloo (US Routes 50/17 and 340) and Double Tollgate (US Routes 340 and 522) through provision of public water and sewer services and provision of additional areas zoned for business uses. An area plan should be prepared before any commercial rezoning action, to identify the specific boundaries and mixes of uses, the way public services are to be provided, and the way proposed activities will be integrated with surrounding uses, especially agricultural and residential.

Objective 7 – Encourage economic growth that is compatible with the County's environmental quality, rural character, and residential neighborhoods, and that provides a positive net cash flow for County finances.

Policy 1 – Direct the location of nonpolluting businesses and light industry to designated growth areas.

Planning Staff in 2001 stated that because the property is not located at the intersection of two or more primary highways or in the Town of Berryville, the rezoning request should be denied. Staff also noted that the County had previously undertaken efforts to establish certain Highway and Neighborhood Commercial-zoned properties around the County, and insinuated that this practice would not be consistent with the 2001 Plan guidance.

The current 2007 Comprehensive Plan retained similar language from the sections quoted above:

Objective 7 -- Encourage residential, commercial, and light industrial development in designated growth areas to implement the principles of 1) preserving open space, farmland, natural beauty, cultural features, and critical environmental areas (as stated on objectives 1

through 5), and 2) improving the quality of life and services in existing towns and direct development towards these existing towns. Provide for nonresidential business development at the intersections of two or more federally-designated primary highways (U.S. Routes 50/17 and 340 and U.S. Routes 340 and 522) through the following policies, the Berryville Area Plan, the Waterloo Area Plan, and the Double Tollgate Area Plan.

Policy 4 -- Promote business activities at the intersections of two or more federally designated primary highways: Waterloo (U.S. Routes 50/17 and 340) and Double Tollgate (U.S. Routes 340 and 522) through provision of public water and sewer services and provision of additional areas zoned for business uses. An area plan should be prepared before any commercial rezoning action to identify: 1) the specific boundaries and mixes of uses, 2) the way public services are to be provided, and 3) the way proposed activities will be integrated with surrounding uses, especially agricultural, residential, and parcels held in permanent conservation easement. The boundaries of the adopted Waterloo and Double Tollgate Area Plans should not be expanded until the land area addressed by the Plans is substantially developed.

Objective 8 -- Encourage economic growth that is compatible with the County's environmental quality, rural character, and residential neighborhoods, and that provides a positive net cash flow for County finances.

Policy 1 -- Direct the location of nonpolluting business and light industry to designated growth areas as allowed by the adopted plans for those areas.

In reviewing the merits of this case under the 2007 Plan, Staff does not find that the request is inconsistent with the Plan's guidance. The aforementioned objectives and policies reflect the County's strong desire to focus new residential and commercial growth in planned growth areas where public infrastructure can support it. However, the objectives and policies do not contain a clear statement that existing commercial uses that are not located in planned growth areas should be prohibited from redeveloping and expanding within their existing envelopes. Absent this specific guidance, Staff does not believe that the above provisions alone would recommend denial of this request.

Additionally, Objective 8 in the 2007 Plan contains a policy that addresses redevelopment:

Policy 8 -- Ensure that new commercial development and redevelopment of existing agricultural, commercial, and light industrial uses occur according to the following:

- a. Does not impede traffic flow on roads and/or overload intersections;*
- b. Is not and does not initiate strip development, which creates traffic hazards and inefficient land use, but which can instead be clustered now or in the future with other development served by controlled access and frontage roads;*
- c. Is accessible to public transportation systems, such as roads, railroads, and regional airports;*
- d. Meets all applicable zoning- and building-code regulations and all standards for water, sewage disposal, and waste disposal needs; and;*
- e. Does not have a negative impact on adjacent property values.*

This policy differs from a similar 2001 Plan policy in that the earlier policy lacked reference to redevelopment of uses. Policy 8 contains criteria pertaining to traffic impact and access, compliance with land use regulations and water and sewer criteria, and impact on property values that should be utilized in reviewing redevelopment of existing commercial uses.

With the completion of the plans reviews, it is Staff's opinion that the project is in general accord with Objective 8, Policy #8. Transportation issues were resolved with VDOT regarding the entrance design, turn lane and taper, and future improvements to two nearby crossovers. Compliance with zoning ordinance requirements and standards for water, sewage disposal, and waste disposal needs are met. Building code compliance would be demonstrated during the building permit process if this rezoning case is ultimately approved.

Staff also does not believe that this project would initiate strip development. The Applicants have proffered to limit uses on the property to a convenience store with fuel sales – no additional retail units are permitted to be added to the property. Furthermore, access to the property would be substantially improved by eliminating the current open frontage and replacing it with a single access point. Staff previously addressed our concerns with using property values as an evaluation criterion in our November staff report.

With the resolution of this remaining issue, Staff recommends that the rezoning request is in general accord with the County's Comprehensive Plan.

"Spot Zoning" Issue

In the 2001 rezoning case, Planning Staff also recommended denial on the grounds that the request constituted "spot zoning." Spot zoning involves changing the zoning of a property in a manner that is inconsistent with land use plans and surrounding zoning, and would solely benefit the property owner. Staff at the time noted that the Virginia Supreme Court "*has held spot zoning is illegal when the rezoning is designed solely to serve the private interests of one or more landowners; but, if the legislative purpose is to further the welfare of the entire county as part of an overall zoning plan, such a rezoning does not constitute illegal spot zoning.*" Staff continued by stating that since the request was not consistent with the Comprehensive Plan, it does not further the welfare of the county as part of an overall zoning plan.

Planning Staff consulted the County Attorney for guidance on the spot zoning issue affecting this rezoning request. According to the County Attorney, the determinative factor in spot zoning is whether the proposed use provides any public benefit. It is Staff's opinion that the proposed rezoning would provide a major public benefit by improving traffic safety.

The current 340 Cigarette Outlet ingress/egress is very unsafe – "extremely dangerous" as described by VDOT Staff. There is no turn lane in place and with the building very close to the edge of US 340, patrons do not have enough room for conventional perpendicular parking and traffic circulation. There are no formal delineated parking spaces in front of the building and when Staff visited the property, we observed numerous patrons pulling off and parking parallel to the road. Sight distance is also minimal for vehicles leaving the property. Staff also observed several patrons that were leaving the property and having to accelerate at a high rate of speed to avoid full speed northbound traffic with limited sight distance to exit the property safely. Staff

also noticed that the pace of traffic was brisk at mid-morning on a weekday after the AM peak hour and contained numerous tractor trailers. This adds to the duration of the safety issue and shows that it is not confined to peak traffic periods. Redevelopment of this property would result in a substantial safety improvement with a turn lane and improved sight distance that would benefit patrons and users of northbound US 340, as well as turn lane improvements at nearby median crossovers to address VDOT's safety concerns.

Redevelopment of the property via the replacement of existing buildings with new, more aesthetically pleasing building would also be a benefit to the county as a whole. The project would result in the replacement of decades-old, nonconforming structures with modern, conforming structures along with improved lighting and landscaping.

Precedent Issue

Another issue associated with this case is whether approval of the rezoning would establish a potentially harmful precedent that could open the door for future commercial rezoning requests outside of the County's designated growth areas.

Generally speaking, the "precedent" established by the approval of a land use request is limited by the parameters of that case's fact pattern. In this case, the fact pattern involves a request to allow an existing deemed special use (retail sales/convenience store) to add gasoline sales through rezoning to Highway Commercial. If approved, any "precedent" that would be established would be limited to this fact pattern. While future applicants could attempt to apply this argument to adaptive reuse or expansion of other nonconforming commercial uses on AOC zoned properties, the precedent could not be validly extended to new commercial development projects.

There is a strong argument that the County already has established precedent for this type of case. Over the years, the County has rezoned several properties containing nonconforming uses outside of designated growth areas to either Highway Commercial or Neighborhood Commercial in order to match the use to the appropriate zoning district and remove the nonconforming status. These include:

- J & J Market (Route 7 and Shepherds Mill Road)
- Nalls Produce Market (Route 7 and Chilly Hollow Road)
- Q-Stop (Route 7 and Kimble Road)
- Triple J Convenience Store/7-11 (Route 7 and Triple J Road)
- Pine Grove Restaurant (Pine Grove Road)

Concerns were expressed during the Planning Commission's deliberation of this case that the precedent could be used in the future by existing businesses that propose to expand through rezoning. As noted above, any future applicant seeking to use an approval of this rezoning request as precedent for approval of their request would have to demonstrate a matching fact pattern. This would include elements such as:

- Current status as a deemed special use
- Expansion of a current use that requires conditional rezoning approval

- Redevelopment of the site would result in a new operation that meets all Zoning and Subdivision Ordinance requirements
- Redevelopment would result in substantial traffic safety improvements that specifically correct an existing, uniquely dangerous condition
- Inclusion of a proffer package that meets or exceeds the proffer package offered by the Applicants in this case

Planning Staff has discussed the precedent issue with the County Attorney. He agreed that the precedent that would be established if this case were to be approved would be consistent with prior rezoning actions by the County to make zoning on properties consistent with long-standing nonconforming uses. He also concurred that any established precedent would be based substantially on the fact pattern of this case.

Transportation concerns

Transportation concerns with this case are two-fold – improvements to the site ingress/egress and off-site impacts of traffic using median crossovers to reach the site and to leave the site via the southbound US 340 travel lanes.

Regarding site ingress/egress, the traffic safety concerns with the current site are well-documented. The existing business buildings are extremely close to US 340 with no formal parking spaces or ingress/egress point. There are numerous conflict points on the property frontage with no turn lane and the majority of the frontage a continuous paved area. Poor sight distance presents hazards both to vehicles leaving the site and vehicles approaching the site on northbound US 340. The Applicants' new site design would provide a single commercial entrance situated to provide optimal sight distance along US 340, and setting the building back from the road would provide for safer vehicular circulation and formalized parking areas to County standards.

One concern that Staff had is in regards to the Applicants' proposed turn lane. VDOT's minimum standard is 200 feet for the turn lane (storage area) and 200 feet for the taper area. The Applicants propose a 148 foot turn lane with a 20 foot taper area – the maximum design that they could accommodate on property under their control without having to buy adjacent properties or negotiate right of way acquisition. Given the fact that this is an existing business that is being improved and expanded, as well as the fact that no turn lane and taper currently exists, VDOT has no outstanding concerns with the proposed ingress/egress provided that it is installed to meet VDOT specifications. VDOT believes that even though the new turn lane and taper would not meet their minimum standard for a new business, it would dramatically improve safety at the site. Sight distance would also be improved to VDOT Staff's satisfaction with the proposed entrance design.

To address Planning Staff's concerns, the Applicants have included a new proffered condition to extend the turn lane and taper in the future to meet VDOT standards. The trigger for this improvement would be the first site plan filed to expand the business beyond its current proposed layout. Staff has no further concerns with this issue.

Regarding off-site impacts, VDOT previously expressed concerns with traffic trying to reach the site or leave the site via the two nearby median crossovers. The southern crossover is approximately 375 feet south of the subject property; the northern crossover is approximately 725 feet from the subject property. Neither of the two crossovers currently has left turn lanes that meet VDOT standards but would carry traffic from patrons attempting to leave in the direction of Berryville or to access the site from the southbound lanes of US 340.

The Applicants have attempted to address this concern with two new proffered conditions that propose turn lane improvements for the two crossovers. For the southern median crossover, the Applicants proffer to install a left turn lane to VDOT minimum standards (200 foot storage, 200 foot taper) in conjunction with redevelopment of the site. The proffer states that construction of the turn lane and taper would be completed and inspected by VDOT prior to County issuance of a final certificate of occupancy for the business. This would guarantee completion of this improvement before the new store could open for business.

The second proffered condition would provide a VDOT minimum standard left turn lane for the northern crossover subject to conditions. The Applicants proffer to conduct traffic counts at the crossover within six months of issuance of a final certificate of occupancy to see if traffic warrants are met for a left turn lane. If warrants are not met at that time, the Applicants would take traffic counts annually for five years to determine if warrants are met later. If turn lane warrants are ultimately met, VDOT would approach the Board of Supervisors to determine whether the County desires to have a left turn lane installed or to close the crossover. The Applicants then would pay the cost of design and construction either to install the turn lane or to close the crossover. Additionally, the Applicants proffer that if a site plan is filed to expand the business in the future, traffic counts will also be taken at that time to determine if warrants will be met for a left turn lane. This proffered condition would be binding on future owners of the property.

VDOT staff has reviewed these new proffers and notes that they address their concerns regarding offsite impacts. Planning Staff inquired about the likelihood that warrants could be met to require a left turn lane at the northern crossover. VDOT staff noted that it is likely that warrants would be met in the future due to increased traffic at this site and along the corridor, making this a realistically achievable improvement. While both of these proffers would improve traffic safety at the site, it is important to note that VDOT ultimately controls all median crossovers and has the sole authority to determine when to close a crossover. VDOT has no current plans to close these crossovers but could have such plans in the future that would result in the removal the crossovers and any turn lanes that the Applicants paid to have constructed.

Karst plan review; underground fuel tanks

As noted above, the Applicants' December 11 Karst plan submission was reviewed by Dan Rom, the County's geotechnical engineering consultant, and a comment letter was provided to the Applicants on December 16 expressing concerns with the field work methodology. Planning Staff hosted a meeting on December 21 with Mr. Rom, Dan Hamric (Ruckman Engineering), and the Applicants' representatives to discuss the report and comment letter. The meeting concluded with an agreement of what Mr. Rom expects to review in the revised Karst plan including additional field work to better identify potential Karst features on the property. The

need for additional field work necessitated a one month deferral of the case to the Planning Commission's February 1, 2013 meeting.

Mr. Rom and Jason Fritz (Chester Engineers) completed their review of the revised Karst plan and had no remaining concerns with the findings. The additional field work conducted by Ruckman Engineering satisfied Mr. Rom's concerns with the original methodology and depth of electrical resistivity testing. Mr. Fritz also concurred with the revised report and identified no concerns that would impact the siting of the underground fuel tanks.

Based on our geotechnical consultants' review comments, Staff has no additional concerns with the Karst plan and has identified no new proffered conditions that would be warranted.

Existing manufactured home

This issue was raised during the Planning Commission's November Public Hearing and involved the existing manufactured home located on the north end of the subject property. Shannon Abbott, daughter of the homeowners, expressed concern that her parents are being required to remove their home from the property in conjunction with the project. She noted that her father is in extremely poor health and that it would be a hardship to require her parents to relocate on such short notice. Following discussion among Ms. Abbott, the Applicants, and Commission members, it was agreed that the parties would work towards a common resolution of this issue during the deferral period.

Planning Staff originally recommended to the Applicants that the existing home be removed from the property to comply with the rezoning from Agricultural-Open Space-Conservation (AOC) to Highway Commercial (CH). Single-family residences are allowed by right in the AOC District but are not an allowable use in the CH District unless the home is accessory to a business use. Were the home to remain on the subject property, it would be considered a nonconforming use and Staff would recommend proffer language be provided by the Applicants to address the potential future use of the residence.

Following the November meeting, the Applicants determined that it would be feasible to allow the home to remain on the property for a longer but not an indefinite period of time due to the age and unknown condition of the existing septic system. As a result, they were able to reach an agreement with the homeowners to allow the home to remain on the property until December 31, 2013.

To address the impact of retaining the home on the property for an additional year, the Applicants have provided a new proffer to connect the home to the new well that is being constructed for the business and to relocate the home's US 340 driveway access to an internal site access. Relocating the current driveway access would further improve traffic safety at the site. They also proffer to remove the well connection and driveway access once the home is removed from the property. Staff has no outstanding concerns with this site arrangement or the proffer language.

Planning Commission Recommendation:

Following a duly advertised public hearing on February 1, 2013, the Planning Commission voted 7-3-1 (Nelson, Staelin, Steinmetz NAY; Turkel absent) to recommend approval of the request subject to the Applicants’ proffered conditions. The Commission also voted 7-3-1 (Nelson, Staelin, Steinmetz NAY; Turkel absent) to approve the site plan (SP-12-08) subject to approval of the rezoning request by the Board of Supervisors.

Commissioner Staelin expressed concerns with the potential precedent that would be established if the rezoning request is ultimately approved and how it may impact future requests by existing nonconforming businesses to expand or make improvements. Commissioner Steinmetz was concerned that the expanded business would generate more noise, odor, and traffic, and was also concerned that the case is an example of spot zoning. Commissioner Nelson did not comment on his concerns.

Staff Recommendation:

Staff recommends approval of the rezoning request subject to the Applicants’ proffered conditions. Approval of the rezoning request is based on the following elements:

- The request satisfies all 17 conditional rezoning evaluation criteria as set forth in §8-E-3 of the Zoning Ordinance.
- Approval of the rezoning application would be consistent with prior rezoning actions by the County to make zoning on property consistent with long-standing non-conforming uses.
- The project would provide a County-wide public benefit by improving the unique and serious traffic safety hazards that exist at the current business site.
- Technical plan submissions pertaining to transportation, private water supply, and onsite sewage disposal have been reviewed and approved by the Virginia Department of Transportation (VDOT) and the Virginia Department of Health (VDH). Proffered conditions have been provided by the Applicants to mitigate any identified concerns.
- Site, stormwater, and Karst plan submissions have been reviewed and approved by the County’s engineering and geotechnical consultants. Proffered conditions have been provided to ensure compliance with these approved plans.
- The request is in general accord with the County’s Comprehensive Plan.

History:

- | | |
|--------------------|--|
| September 7, 2012. | Conditional rezoning and site plan applications filed with the Department of Planning. |
| October 5, 2012. | Commission voted to set Public Hearing for this request at the November 2, 2012 regular meeting. |

November 2, 2012.	Commission voted to accept Applicant's request to defer the case for two months to the January 2013 meeting.
January 11, 2013.	Commission voted to accept Applicant's request to defer the case for one month to the February 2013 meeting.
February 1, 2013.	Commission voted 7-3-1 (Nelson, Staelin, Steinmetz NAY; Turkel absent) to recommend approval of the rezoning request. Commission also voted 7-3-1 (Nelson, Staelin, Steinmetz NAY; Turkel absent) to approve the site plan.
February 19, 2013.	Board voted unanimously (5-0) to set Public Hearing for the March 19, 2013 meeting.
March 19, 2013.	Rezoning request placed on the Board of Supervisors' meeting agenda and advertised for Public Hearing

Previous Staff Reports:

- October 5, 2012 Staff Report to Set Public Hearing
- November 2, 2012 Staff Report – First Public Hearing
- January 11, 2013 Supplementary Staff Report #1 – Second Public Hearing
- February 1, 2013 Supplementary Staff Report #2 – Third Public Hearing
- February 19, 2013 Staff Report to Board of Supervisors to Set Public Hearing

RZ-12-01 – DRAFT RESOLUTION TO APPROVE

WHEREAS, the applicant's property (Tax Map Parcel #8-1-2) has been used for a number of different commercial purposes since the mid-1950's, prior to the enactment of a zoning ordinance in Clarke County; and

WHEREAS, from time to time since the mid-1950's, a restaurant and pumps for the retail sale of gasoline have been located on the property, in addition to the continuous location of a convenience store on the property; and

WHEREAS, by virtue of §5-B-5 of the zoning ordinance, the property is currently deemed to have a special use permit for a retail and service business use; and

WHEREAS, conditional rezoning from Agricultural-Open Space-Conservation (AOC) to Highway Commercial (CH) is now being requested by the applicant in order for the property to continue to be used as a retail convenience store with the addition of gasoline sales; and

WHEREAS, in order for the property to be used for the proposed use, the applicant has voluntarily provided substantial proffers to govern the site development and to ensure quality improvements in the site's appearance, safety, and environmental integrity; and

WHEREAS, the applicant's development plan would consist of razing existing structures and redeveloping the site with new structures, parking, and

RZ-12-01 – DRAFT RESOLUTION TO APPROVE

other site features that would be in full compliance with the County’s Zoning Ordinance; and

WHEREAS, the property currently possesses a uniquely unsafe and nonconforming ingress/egress that has produced many vehicular crashes over the years and has been described by the Virginia Department of Transportation (VDOT) as “extremely dangerous;” and

WHEREAS, the applicant has proffered substantial improvements that would replace the uniquely unsafe ingress/egress with a new VDOT-standard commercial entrance, a new turn lane at the property entrance, a new turn lane at one nearby median crossover, and a new turn lane or other conditional improvements at a separate median crossover resulting in the significant public benefit of improved traffic safety for users of the site and travelers on U.S. 340; and

WHEREAS, the approval of this conditional rezoning application by the Board of Supervisors would be consistent with prior rezoning actions to make zoning on properties conform to the long-standing non-conforming commercial uses located on them.

THEREFORE, IT IS HEREBY DETERMINED BY THE BOARD that the requested conditional rezoning of this property satisfactorily addresses the following factors:

RZ-12-01 – DRAFT RESOLUTION TO APPROVE

- The request satisfies all 17 conditional rezoning evaluation criteria as set forth in §8-E-3 of the Zoning Ordinance
- The request is in general accord with the Clarke County Comprehensive Plan.
- The resultant redevelopment project would be in full compliance with all requirements of the Clarke County Zoning Ordinance and would eliminate all existing nonconforming site features including structures, parking, and outdoor lighting.
- Substantial proffered improvements are provided by the applicant to improve a uniquely unsafe nonconforming ingress/egress at the property entrance that is described by VDOT as “extremely dangerous” and has a long history of accidents due to the unsafe condition.
- Off-site proffered improvements to two nearby median crossovers are also provided that, in conjunction with the proffered entrance improvements, would provide a significant public benefit to users of the property and U.S. 340 travelers in the form of improved traffic safety.

NOW THEREFORE BE IT RESOLVED that the Board of Supervisors hereby approves rezoning application RZ-12-01 to conditionally rezone the subject property located at 3355 Lord Fairfax Highway (US 340) (Tax Map Parcel #8-1-2)

RZ-12-01 – DRAFT RESOLUTION TO APPROVE

from Agricultural-Open Space-Conservation (AOC) to Highway Commercial (CH), subject to the applicant's signed proffered conditions, attached hereto.

Clarke County Board of Supervisors

Adjournment

Clarke County Board of Supervisors

Monthly Reports:

1. Building Department
2. Commissioner of the Revenue
3. Virginia Regional Transport

**COUNTY OF CLARKE
BUILDING PERMIT REPORT
FOR THE MONTH ENDING 2-28-2013**

RECEIVED MAR - 5 2013

Page: 1

NEW RESIDENTIAL

SINGLE FAMILY STRUCTURES

Owner/Contractor Location	Description	Est Cost
WILKINS, LAURALYN B/SELF CONTRACTOR 1143 OLD CHAPEL ROAD 22620	REMODEL STUDIO INTO DWELLING	71,000
	SUBTOTAL:	1 71,000
	TOTAL:	1 71,000

RESIDENTIAL RENOVATIONS

Owner/Contractor Location	Description	Est Cost
COMLAND, LLC/TYMAK, LLC 327 WEST MAIN STREET 22611	REMODEL DWELLING (MINIMUM REMO	0
DANIELS, WILLARD H JR & SUS/WEBB & SONS CONSTRUCTION, IN 281 SHEPHERDS MILL ROAD 226	FOUNDATION REPAIR	0
DENISON, KEVIN M/SELF CONTRACTOR 138 ANTIQUE LANE 22611	REPL INSUL+DRYWALL IN ATT GAR	0
LERAY, DANA G & ELIZABETH R/SELF CONTRACTOR 310 ARCHER COURT 22611	FINISH BASEMENT (REC RM + FULL	42,000
	TOTAL:	4 42,000

NEW COMMERCIAL STRUCTURES

Owner/Contractor Location	Description	Est Cost
THOMAS, PHILLIP SWING TRUST/MID ATLANTIC CONTRACTING INC 134 MOUNT CARMEL ROAD 20	110' MONOPOLE + EQUIPMENT SHEL	6,000
	TOTAL:	1 6,000

COMMERCIAL RENOVATIONS

Owner/Contractor Location	Description	Est Cost
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**COUNTY OF CLARKE
 BUILDING PERMIT REPORT
 FOR THE MONTH ENDING 2-28-2013**

COMMERCIAL RENOVATIONS

Owner/Contractor Location	Description	Est Cost
KEYSTONE BAPTIST CHURCH/SELF CONTRACTOR 15 KEYSTONE LANE 22611	2sty MULTI-PURPOSE BLDG ADDITI	2,864,000
TOTAL:		1 2,864,000

MISC BUILDING PERMITS

Owner/Contractor	Description	Est Cost
GRAFTON SCHOOL/SELF CONTRACTOR	CHANGE OF USE FROM E TO R-2	0
GRAFTON SCHOOL/SELF CONTRACTOR	CHANGE OF USE FROM E TO R-2	0
GRAFTON SCHOOL/SELF CONTRACTOR	CHANGE OF USE FROM R-2 TO E	0
TOTAL:		3 0

Total # of Building Permits Issued: 10
 Total Estimated Cost: 2,983,000
 Total Revenue Collected: 17,074.76

The following permits are not included in the total # of permits and estimated costs.

Electrical: 7
 Mechanical: 12
 Plumbing: 4

COUNTY OF CLARKE

RECAP BY PROJECT TYPE FOR THE MONTH ENDING: 2-28-2013

Page: 1

<u>Project Description</u>	<u>#</u>	<u>VALUE</u>
ADDITION CHURCH	1	2,864,000
ADDITION/REMODEL SINGLE FAMILY	1	42,000
ELECTRIC PERMITS	7	0
MECHANICAL PERMITS	12	0
MONOPOLES/RADIO/WATER TOWER	1	6,000
NEW RESIDENCE SINGLE FAMILY	1	71,000
PLUMBING PERMITS	4	0
REMODEL-MINIMUM FEE (RES)	3	0
USE CHANGE	3	0
=====		
TOTALS:	33	2,983,000
=====		

RECAP BY DISTRICT FOR THE MONTH ENDING: 2-28-2013

<u>Name</u>	<u>#</u>	<u>VALUE</u>
GREENWAY DISTRICT	4	0
CHAPEL DISTRICT	5	77,000
BATTLETOWN DISTRICT	7	0
LONGMARSH DISTRICT	6	2,864,000
BERRYVILLE DISTRICT	8	42,000
BOYCE DISTRICT	3	0
=====		
TOTALS:	33	2,983,000
=====		

INSPECTIONS REPORT FOR THE MONTH ENDING: 2-28-2013

<u>Inspection Type</u>	<u>#</u>
Building:	45
Electrical:	19
Mechanical:	23
Plumbing:	10
Fire Protection:	2
=====	
TOTALS:	99
=====	

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	2/1/2013	4	4	8	4						4	115837	115899	62	16	
Saturday	2/2/2013			0							0			0		
Sunday	2/3/2013			0							0			0		
Monday	2/4/2013	5	3	8	4	3	1	1	2		11	115899	115960	61		
Tuesday	2/5/2013	4	4	8	1	1					2	115960	115984	24	13	
Wednesday	2/6/2013	4	4	8	2						2	115984	116053	69		
Thursday	2/7/2013	4	4	8	2			1			3	116053	116143	90		
Friday	2/8/2013	4	4	8	1	1	1				3	116143	116183	40		
Saturday	2/9/2013			0							0			0		
Sunday	2/10/2013			0							0			0		
Monday	2/11/2013	5	3	8	1	2	3	1	1		8	116183	116268	85		
Tuesday	2/12/2013	4	4	8	4	2		1	1		8	116268	116315	47		
Wednesday	2/13/2013	4	4	8		1	4		1		6	116315	116405	90	17	
Thursday	2/14/2013	4	4	8	6		2	2	1	1	12	116405	116504	99		
Friday	2/15/2013			0							0			0		
Saturday	2/16/2013			0							0			0		
Sunday	2/17/2013			0							0			0		
Monday	2/18/2013			0							0			0		
Tuesday	2/19/2013	4	4	8	4	2	3				9	116504	116598	94		
Wednesday	2/20/2013	4	4	8	4					1	5	116598	116673	75	18	
Thursday	2/21/2013			0							0			0		
Friday	2/22/2013			0							0			0		
Saturday	2/23/2013			0							0			0		
Sunday	2/24/2013			0							0			0		
Monday	2/25/2013	4	4	8	6				1		7	116710	116791	81		
Tuesday	2/26/2013	4	4	8		4	2				6	116791	116833	42		
Wednesday	2/27/2013	4	4	8	1				1		2	116833	116892	59		
Thursday	2/28/2013	4	4	8	1	2					3	116892	116950	58	16	
TOTALS		66	62	128	41	18	17	5	8	2	91			1076	80	

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	2/1/2013			0							0			0		
Saturday	2/2/2013			0							0			0		
Sunday	2/3/2013			0							0			0		
Monday	2/4/2013			0							0			0		
Tuesday	2/5/2013			0							0			0		
Wednesday	2/6/2013			0							0			0		
Thursday	2/7/2013			0							0			0		
Friday	2/8/2013			0							0			0		
Saturday	2/9/2013			0							0			0		
Sunday	2/10/2013			0							0			0		
Monday	2/11/2013			0							0			0		
Tuesday	2/12/2013			0							0			0		
Wednesday	2/13/2013			0							0			0		
Thursday	2/14/2013			0							0			0		
Friday	2/15/2013			0							0			0		
Saturday	2/16/2013			0							0			0		
Sunday	2/17/2013			0							0			0		
Monday	2/18/2013			0							0			0		
Tuesday	2/19/2013			0							0			0		
Wednesday	2/20/2013			0							0			0		
Thursday	2/21/2013	3	5.5	8.5	2	1	0	0	2	0	5	116673	116710	37		
Friday	2/22/2013			0							0			0		
Saturday	2/23/2013			0							0			0		
Sunday	2/24/2013			0							0			0		
Monday	2/25/2013			0							0			0		
Tuesday	2/26/2013			0							0			0		
Wednesday	2/27/2013			0							0			0		
Thursday	2/28/2013			0							0			0		
TOTALS		3	5.5	8.5	2	1	0	0	2	0	5			37	0	

**BUILDING DEPARTMENT
COUNTY OF CLARKE, VA
NEW SINGLE FAMILY DWELLINGS
2013**

	Battletown	Berryville	Boyce	Chapel	Greenway	Longmarsh	TOTAL	COMMENTS
January	0	0	0	0	0	0	0	
February	0	0	0	1	0	0	1	1 in CH is Remodel Studio into Dwelling
March							0	
April							0	
May							0	
June							0	
July							0	
August							0	
September							0	
October							0	
November							0	
December							0	
TOTAL	0	0	0	1	0	0	1	

COUNTY OF CLARKE CIRCUIT COURT
MONTH END DEEDS OF PARTITION AND CONVEYANCE
LOCAL TAXATION DEPARTMENT
COUNTY
FOR FEBRUARY, 2013

Com

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
02/01/13	11-257	SILVER LAKE PROPERTIES INC	N CAPITAL BUILDERS P O BOX 382 BERRYVILLE, VA. 22611	N 76,500.00 ^{89,000}	DBS	100% 76,500 VAC
		RECORDED TIME: 09:05				
		DESCRIPTION 1: TOWN OF BERRYVILLE, LOT 190, HERMITAGE				
		DATE OF DEED: 01/31/13 BOOK: 558 PAGE: 856 MAP: 14A8-4-190				
		NUMBER PAGES: 0				
02/04/13	13-268	C & M APARTMENTS LLC	N SMALLWOOD, SHEILA FAY 3 VA AVE BERRYVILLE, VA. 22611	N 170,000.00	DBS	100% 161,400 w/impv
		RECORDED TIME: 01:10				
		DESCRIPTION 1: LOTS 3 & 4, BLOCK A, FORD PARK ADDITION TOWN OF BOYCE				
		DATE OF DEED: 01/31/13 BOOK: 558 PAGE: 902 MAP: 21A2-2-3				
		NUMBER PAGES: 0				
02/04/13	13-271	BEEBE, SCOTT & HEATHER	N LEVI, BRYAN C & SHANON 1782 SHENANDOAH RIVER LANE BOYCE, VA 22620, .	N 288,400.00 ^{215,000}	DBS	100% 288,400 w/impv
		RECORDED TIME: 03:05				
		DESCRIPTION 1: LOT 35, SHENANDOAH FARMS				
		DATE OF DEED: 02/01/13 BOOK: 558 PAGE: 929 MAP: 37A2-3-35				
		NUMBER PAGES: 0				
02/04/13	3952	STROSNIDER, MARY FRANCES	N/A	.00	PROBATE	00%
		RECORDED TIME: 13:34				
		DESCRIPTION 1: 3.5 ACRES ON RTS 665 & 630				
		DATE OF DEED: 02/04/13 BOOK: 92 PAGE: 32 MAP: 29-A-10				
		NUMBER PAGES: 0				
02/04/13	3953	STROSNIDER, MARY FRANCES	N/A	.00	PROBATE	00%
		RECORDED TIME: 13:36				
		DESCRIPTION 1: 3.5 ACRES ON RTS 665 & 630				
		DATE OF DEED: 02/04/13 BOOK: 92 PAGE: 39 MAP: 29-A-10				
		NUMBER PAGES: 0				
02/06/13	13-289	JANE ROSS MERCKE REVOCABLE TRU	N FCC PROPERTIES LLC 17090 QUAIL CREEK CIRCLE HAMILTON, VA. 20158	N 235,400.00	DBS	100% 430,800
		RECORDED TIME: 10:50				
		DESCRIPTION 1: BATTLETOWN DISTRICT, SHEN RET				
		DATE OF DEED: 01/23/13 BOOK: 559 PAGE: 22 MAP: 17A1-4-10				
		NUMBER PAGES: 0				
02/06/13	13-291	SIMON, BIJU AND ANITA MARIAMMA	N SIMON, BIJU AND ANITA MARIAMMA 504 COBBLER DR BERRYVILLE, VA. 22611	N .00	DG	100%
		RECORDED TIME: 10:53				
		DESCRIPTION 1: TOWN OF BERRYVILLE				
		DATE OF DEED: 11/19/12 BOOK: 559 PAGE: 44 MAP: 14A2-13-82				
		NUMBER PAGES: 0				
02/07/13	3964	WISECARVER, W EDWARD	N/A	.00	QUAL	00%
		RECORDED TIME: 15:29				
		DESCRIPTION 1: LOT 32, CROWN ESTATE, SEC III				
		DATE OF DEED: 02/07/13 BOOK: 92 PAGE: 50 MAP: 14A1-1-32				
		NUMBER PAGES: 0				

Lot 5 - 4000 - VAC
6 4000 VAC
7 384,600 w/impv
8 4000 VAC
9 500 VAC
10 116,200 w/impv
11 4000 VAC
12 4000 VAC
13 4000 VAC
14 4000 VAC

COUNTY OF CLARKE CIRCUIT COURT
MONTH END DEEDS OF PARTITION AND CONVEYANCE
LOCAL TAXATION DEPARTMENT
COUNTY
FOR FEBRUARY, 2013

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
02/08/13	1-309	SURETY TRUSREES, LLC	N DEUTSCHE BANK NATIONAL TRUST C N 692 LAUREL LANE BLUEMONT, VA 20135, SHENANDOAH RETREAT	105,000 164,500-00	DBS	100%
✓		RECORDED TIME: 01:00 DESCRIPTION 1: LOTS 71 & 72 BLOCK NO. 1D EXT. DATE OF DEED : 01/25/13 BOOK: 559 PAGE: 142 MAP: 17A1873 NUMBER PAGES : 0				161,300 vac (F)
02/08/13	3565	LEVI, CHARLES J	N/A N/A	.00	PROBATE	00%
✓		RECORDED TIME: 11:10 DESCRIPTION 1: PROPERTY WR/S DATE OF DEED : 02/08/13 BOOK: 92 PAGE: 60 MAP: 20-A-36B NUMBER PAGES : 0	PARCEL ON RT 340 - GREENWAY DIST		BK 135 -380	
02/11/13	1-277	WHIE, SAMUEL I WHITE TR	N JPMORGAN CHASE BANK NATIONAL A N 3415 VISION DR COLUMBUS, OH. 43219 LONGMARSH DIST	675,000.00	DLF	100%
✓		RECORDED TIME: 03:29 DESCRIPTION 1: LOT 2 - 16.7860 ACRES DATE OF DEED : 00/00/00 BOOK: 559 PAGE: 277 MAP: 12-A-40D NUMBER PAGES : 0				617,100 (F) w/impv
02/12/13	3566	WELSH, PAULINE M	N/A N/A	.00	PROBATE	00%
✓		RECORDED TIME: 12:05 DESCRIPTION 1: LIFE ESTATE IN PROPERTY IN GREENWAY DISTRICT DATE OF DEED : 02/12/13 BOOK: 92 PAGE: 71 MAP: 28A-A-9,9A NUMBER PAGES : 0				
02/12/13	3967	PIERSON, FRANK S JR	N/A N/A	.00	QUAL	00%
✓		RECORDED TIME: 15:11 DESCRIPTION 1: LOT 2A ON RT 607, BATTLETOWN DIST DATE OF DEED : 02/12/13 BOOK: 92 PAGE: 82 MAP: 25-A-29E + NUMBER PAGES : 0				
02/13/13	13-336	HOFFMAN, MICHAEL E & LINDA J	N HOFFMAN, MICHAEL E & LINDA J N/A	.00	OPM	100%
✓		RECORDED TIME: 01:35 DESCRIPTION 1: LONGMARSH & CHAPEL DISTRICT DATE OF DEED : 00/00/00 BOOK: 11 PAGE: 26 MAP: 12-A-37C NUMBER PAGES : 0				
02/13/13	13-339	HOFFMAN, MICHAEL E & LINDA JAN	N LEMARR, RONALD L & SUSAN D 119 JOHN MOSBY HWY PARIS, VA. 20130 LONGMARSH DIST	595,804.12	DBS	100%
✓		RECORDED TIME: 01:42 DESCRIPTION 1: 113.4865 ACRES ON RT 632 DATE OF DEED : 02/08/13 BOOK: 559 PAGE: 349 MAP: 12-A-37D NUMBER PAGES : 0			WR/S	Long split vac.
02/13/13	3968	CHRESOHOS, MARIA E	N/A N/A	.00	PROBATE	00%
✓		RECORDED TIME: 13:50 DESCRIPTION 1: PROPERTY WR/S 205 WALNUT ST DATE OF DEED : 02/13/13 BOOK: 92 PAGE: 90 MAP: 14-A1-6-6 NUMBER PAGES : 0	BERRYVILLE VA			

COUNTY OF CLARKE CIRCUIT COURT
MONTH END DEEDS OF PARTITION AND CONVEYANCE
LOCAL TAXATION DEPARTMENT
COUNTY
FOR FEBRUARY, 2013

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
02/14/13 ✓	1:-358	LOWE, PRISCILLA W & IRA T LOWE	N BOWKER, MARK D 308 TREADWELL ST BERRYVILLE, VA. 22611	N 215,000.00	DBS	100% <i>244,800 w/impv</i>
		RECORDED TIME: 01:58				
		DESCRIPTION 1: LOT 15 - TREADWELL ST - TOWN, BERRYVILLE				
		DATE OF DEED: 00/00/00 BOOK: 559 PAGE: 424 MAP: 14A1-12-15		PIN:		
		NUMBER PAGES: 0				
02/14/13 ✓	1:-347	WELLS, RICHARD	N ARSHALL, SEAN & MILISSA 161 PASTORAL LANE BERRYVILLE, VA. 22611	N 450,000.00	DBS	100% <i>579,800 w/impv</i>
		RECORDED TIME: 12:14				
		DESCRIPTION 1: BATTLETOWN DISTRICT, LOT 7				
		DATE OF DEED: 02/07/13 BOOK: 559 PAGE: 399 MAP: 24-A-26G		PIN:		
		NUMBER PAGES: 0				
02/15/13 ✓	1:-369	HOLLAR, LARRY E	Y HOLLAR, LARRY E TR OF REVOCABL Y 1515 PYLETOWN RD BOYCE, VA.	.00	DEED	100%
		RECORDED TIME: 02:12				
		DESCRIPTION 1: 170 ACRES - CHAPEL DIST				
		DATE OF DEED: 00/00/00 BOOK: 559 PAGE: 513 MAP: 21-A-37		PIN:		
		NUMBER PAGES: 0				
02/19/13 ✓	13-375	EQUITY TRUSTEES LLC, SUB TR	N CITIFINANCIAL INC 3950 REGENT BLVD IRVING, TX. 75063 BATTLETOWN DIST	N 78,167.42	DTF	100% <i>(F) 125,500 w/impv</i>
		RECORDED TIME: 11:30				
		DESCRIPTION 1: LOT 30, BATTLETOWN SUBD				
		DATE OF DEED: 01/16/13 BOOK: 559 PAGE: 526 MAP: 14A2-17E-30		PIN:		
		NUMBER PAGES: 0				
02/20/13 ✓	13-393	WILLIS, SHIRLEY ANN SECHRIST	N JACOB, JOHN J; JR 808 MARSHALL DRIVE, NW LEESBURG, VA. 20176	N 150,000.00	DBS	100% <i>333,100 VAC</i>
		RECORDED TIME: 02:05				
		DESCRIPTION 1: CHAPEL DISTRICT, 45.0169 ACRES				
		DATE OF DEED: 02/19/13 BOOK: 559 PAGE: 657 MAP: 39-A-43		PIN:		
		NUMBER PAGES: 0				
02/20/13 ✓	13-386	MATTURRO, MARLON R	N ROSE, MATTHEW P 204 BRADDFORD DRIVE BOYCE, VA. 22620	N 340,800.00	DBS	100% <i>295,000 340,800 w/impv</i>
		RECORDED TIME: 09:03				
		DESCRIPTION 1: LOT 6 DB 447, PG 782				
		DATE OF DEED: 02/01/13 BOOK: 559 PAGE: 581 MAP: 21A5-1-6		PIN:		
		NUMBER PAGES: 0				
02/21/13 ✓	13-402	WIRRELL, JAMES D & MICHALLE T	N BURGESS, WILLIAM E & STEPHANIE N 374 LAUREL LN BLUEMONT, VA. 20135 BATTLETOWN DIST	N 166,500.00	DBS	100% <i>WR/S Lot 36 - VAC 4000 PIN: Lot 38 w/impv 230,000</i>
		RECORDED TIME: 01:35				
		DESCRIPTION 1: PARCEL AT 374 LAUREL LANE				
		DATE OF DEED: 02/15/13 BOOK: 559 PAGE: 705 MAP: 17A1-7-36, 38		PIN:		
		NUMBER PAGES: 0				
02/21/13 ✓	13-398	HAWSE, JOHN WILLIAM	N WHITEHOUSE, JACOB LEE & SARAH N 688 NATIONAL AVE WINCHESTER, VA. 22601	N 90,000.00	DBS	100% <i>FAMILY 987,300 Y6 PART w/impv</i>
		RECORDED TIME: 09:00				
		DESCRIPTION 1: GREENWAY DIST - RT 638				
		DATE OF DEED: 02/15/13 BOOK: 559 PAGE: 683 MAP: 42A-1-A		PIN:		
		NUMBER PAGES: 0				

COUNTY OF CLARKE CIRCUIT COURT
 MONTH END DEEDS OF PARTITION AND CONVEYANCE
 LOCAL TAXATION DEPARTMENT
 COUNTY
 FOR FEBRUARY, 2013

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
02/21/13	3170	SMITH, JUANITA T	N/A N/A	.00	QUAL	00%
✓		RECORDED TIME: 14:45 DESCRIPTION 1: PARCEL ON RT 645 IN LONGMARSH DIST DATE OF DEED : 02/21/13 BOOK: 92 PAGE: 107 MAP: WR/S NUMBER PAGES : 0				
02/22/13	11-419	LACEY FAMILY LIMITED PARTNERSH N	MANGOLAS, CHRISTOPHER MARK N 4617 LAURA DRIVE WILMINGTON, DE. 19804	120,000.00	DBS	100%
✓		RECORDED TIME: 02:55 DESCRIPTION 1: CHAPEL DISTRICT, LOT 2, 6.9983 ACRES DATE OF DEED : 02/21/13 BOOK: 559 PAGE: 780 MAP: 31-A-9B NUMBER PAGES : 0				175,000 VAC
02/22/13	11-425	GALLAGHER, JOHN A ET AL TRS	GALLAGHER, JOHN A & DONNA M N 324 DUNLAP DR BERRYVILLE, VA. 22611	.00	DG	100%
✓		RECORDED TIME: 03:50 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 01/18/13 BOOK: 559 PAGE: 800 MAP: 14A8-2-56 NUMBER PAGES : 0				
02/22/13	11-427	GALLAGHER, JOHN A & DONNA M	GALLAGHER, JOHN A & DONNA M TR N 324 DUNLAP DR BERRYVILLE, VA. 22611	.00	DG	100%
✓		RECORDED TIME: 03:55 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 01/18/13 BOOK: 559 PAGE: 826 MAP: 14A8-2-56 NUMBER PAGES : 0				
02/25/13	13-432	WHITE, SAMUEL; SUB TR	FFC PROPERTIES LLC N 17090 QUAFIL CREEK CIRCLE HAMILTON, VA. 20158	307,100.00	DBS	100%
✓		RECORDED TIME: 01:55 DESCRIPTION 1: TOWN FO BERRYVILLE, LOT 208, PHASE 4A, DATE OF DEED : 01/14/13 BOOK: 559 PAGE: 879 MAP: 14A8-4-208 NUMBER PAGES : 0				500,400 w/imp
02/25/13	13-435	NORTON, CHEERYL A	CONIGLIARO, JOSEPH E N 626 WHITE POST RD WHITE POST, VA. 22663	165,000.00	DBS	100%
✓		RECORDED TIME: 03:06 DESCRIPTION 1: 1.32 ACRES - GREENWAY DIST DATE OF DEED : 02/25/13 BOOK: 559 PAGE: 902 MAP: 28A-A-51 NUMBER PAGES : 0				230,800 w/imp
02/25/13	13-429	CATHER, COREY ALAN	LOUDOUN STAIRS INC N 341 N MAPLE PURCELLVILLE, VA. 20132 LONGMARSH DIST	280,946.13	DBS	100%
✓		RECORDED TIME: 12:06 DESCRIPTION 1: 10.2186 ACRES DATE OF DEED : 02/25/13 BOOK: 559 PAGE: 839 MAP: 7A-7-D NUMBER PAGES : 0				426,600 w/imp
02/25/13	3971	STUNKLE, JAMES EDGAR	N/A N/A (WR/S)	.00	QUAL	00%
✓		RECORDED TIME: 14:18 DESCRIPTION 1: LOT 10 - PROSPECT FARMS SUBD DATE OF DEED : 02/25/13 BOOK: 92 PAGE: 137 MAP: 22-3-10 NUMBER PAGES : 0				2.5 ACRES CHAPEL DIST D/B 537 PG 568

COUNTY OF CLARKE CIRCUIT COURT
 MONTH END DEEDS OF PARTITION AND CONVEYANCE
 LOCAL TAXATION DEPARTMENT
 COUNTY
 FOR FEBRUARY, 2013

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
02/27/13	13-462	LORBER, LINDA R	N GARLAND, JAMES D 1064 TRIPLE J ROAD BERRYVILLE, VA. 22611	N .00	DG	100%
		RECORDED TIME: 04:30				
		DESCRIPTION 1: LONGMARSH DISTRICT, 15.005 ACRES				
		DATE OF DEED : 02/22/13 BOOK: 560 PAGE: 17 MAP: 13-A-4				PIN:
		NUMBER PAGES : 0				
02/28/13	13-484	FANNIE MAE	Y FETMAN, EMILY S & JOHANN DREYE N 2029 TRIPLE J RD BERRYVILLE, VA. 22611	569,900.00	DBS	100%
		RECORDED TIME: 01:50				
		DESCRIPTION 1: LOT 3 - 40.2314 ACRES				
		DATE OF DEED : 02/25/13 BOOK: 560 PAGE: 97 MAP: 12-A-40E				PIN: (F) 672,700
		NUMBER PAGES : 0				145,000 41,000
02/28/13	13-463	WEBB & SONS CONSTRUCTION INC	N ZURSCHMEIDE, MARK & KATHRYN N 18780 FOGGY BOTTOM ROAD BLUEMONT,, VA. 20135	198,300.00	DBS	100%
		RECORDED TIME: 09:05				
		DESCRIPTION 1: TOWN OF BERRYVILLE				
		DATE OF DEED : 00/00/00 BOOK: 560 PAGE: 19 MAP: 14A1-A-78				PIN: 199,900
		NUMBER PAGES : 0				41,000
02/28/13	13-479	MCDONALD, JAMES L	N MARTIN, DANIEL R & AMY M SEYMO N 1490 FELTNER RD BLUEMONT, VA. 20135	402,500.00	DBS	100%
		RECORDED TIME: 12:50				
		DESCRIPTION 1: LOT 3 - 11.2732 ACRES				
		DATE OF DEED : 02/28/13 BOOK: 560 PAGE: 61 MAP: 32-13-3				PIN: 462,900
		NUMBER PAGES : 0				41,000

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

02/08/13	13-310	BELCH, CATHERINE S	N SHAW, RYAN N/A	N .00	COR	100%
		RECORDED TIME: 01:10				
		DESCRIPTION 1: D/B 552 PAGE 222				
		DATE OF DEED : 00/00/00 BOOK: 559 PAGE: 145 MAP: 14A5-5-5				PIN:
		NUMBER PAGES : 0				
02/08/13	13-311	SHAW, RYAN	N BLUE RIDGE TITLE & ESCROW TRS N/A	N .00	COR	100%
		RECORDED TIME: 01:11				
		DESCRIPTION 1: D/B 552 PAGE 224				
		DATE OF DEED : 00/00/00 BOOK: 559 PAGE: 147 MAP: 14A5-5-5				PIN:
		NUMBER PAGES : 14				

TOTAL COUNTY DEEDS OF PARTITION AND CONVEYANCE: 27
 TOTAL NUMBER OF COUNTY DEEDS OF CORRECTION : 2
 TOTAL NUMBER OF COUNTY WILL/FIDUCIARY : 9

Clarke County

lwalburn@clarkecounty.gov

Clarke Co-February 2013

From : Jill Matheson <jill@vatransit.org>


Thu, Mar 07, 2013 11:11 AM

Subject : Clarke Co-February 2013


1 attachment

To : dash@clarkecounty.gov, lwalburn@clarkecounty.gov**Cc :** Bruce Simms <bruce@vatransit.org>**MONTHLY PASSENGERS****February-13**

Location	Region	Route	TOTAL
CLRK	NW	Demand Response Clark County	140

*Jill Matheson**Operations Administrative Assistant*


109 North Bailey Lane • Purcellville, VA 20132
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www.vatransit.org



As a multifaceted organization, Virginia Regional Transit provides access to affordable transportation through passenger service, transit system management and other transit related services.

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