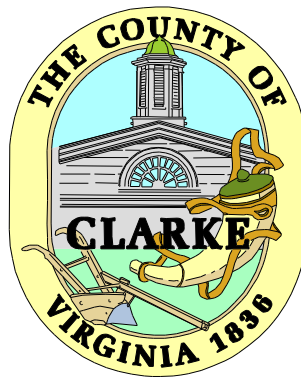


# Clarke County Board of Supervisors



## Regular Meeting Packet

# June 18, 2013



# Clarke County Board of Supervisors Regular Meeting Agenda

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

Item

## June 18, 2013

Packet  
Page

### Afternoon Session 1:00 PM

1) Call To Order	5
2) Adoption Of Agenda	6
3) Citizen's Comment Period	7
4) VDOT	8
5) Clarke County School Board Update	9
6) Approval of Minutes:	
- May 21, 2013 Regular Meeting	10
7) Consent Agenda	
A. 2013-11R Resolution in Recognition of Service of John Hudson	36
8) Waterloo Area Water and Sewer Availability Fee Subsidy Program	37
9) Board of Supervisors Personnel Committee Items	46
A. Expiration of Term for appointments expiring through September 2013. Action: Approve Personnel Committee recommendations:	47
- Anthony Roper to the Old Dominion Alcohol Safety Action Policy Board & Division of Court Services filling the unexpired term of Jerry Johnson. Term expires 12/31/2013	
- Anthony Roper to the Old Dominion Community Criminal Justice Board filling the unexpired term of Jerry Johnson. Term expires 12/31/2013.	
- Julie Wagaman to the Lord Fairfax Emergency Medical Services Council for a second three-year term. Term expires 6/30/2016.	
- Coleen Hillerson to the People Inc. of Virginia Board for a second three-year term. Term expires 7/31/2016.	
B. Status Update Personnel Policy. Action: Information Only.	46
10) Board of Supervisors Finance Committee	55
1. Virginia Local Disability Program extension request. Action: <b>The Finance Committee recommends that the BOS request this extension to allow time for VaCorp to complete its analysis: "Be it resolved that the Board of Supervisors of Clarke County hereby requests a deadline extension to November 1, 2013 for the purpose of determining its participation in the Virginia Local Disability Program. "</b>	57
2. LEOS and the new Retirement Option. Action: Discussion of this item was deferred pending receipt of additional information.	55
3. Transfers. The following transfers between accounts should be considered: <b>Action: The Finance Committee recommends approval of the following transfers:</b>	

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

Page 1 of 3

6/13/2013 2:55 PM



# Clarke County Board of Supervisors Regular Meeting Agenda

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

Item	June 18, 2013	Packet Page
a) "Be it resolved that \$3,551 be transferred from Legal Services VSRS to Commonwealth's Attorney's accounts as follows: \$800 to Salaries Regular, \$900 to Salaries Part Time, \$1,700 to FICA, and \$151 to Life Insurance."		61
b) "Be it resolved that \$2,000 be transferred from the Sheriff's FICA account to the part-time salaries account".		62
c) "Be it resolved that \$3,000 be transferred from the Cooperative Extension "VPI Extension Agent" account, to the "Purchased Services" account, for the purpose of funding a drinking water testing program."		63
4. School Supplemental. Action: The School Board is reconsidering its request for a supplemental appropriation, and may come forward with a revision in July.		55
5. Acceptance of May Bills and Claims. <b>Action: The Finance Committee recommends acceptance.</b>		65
6. Standing Reports. Action: Information Only.		
General Fund Balance		93
Reconciliation of Appropriations		94
Capital Projects Status		95
General Government Expenditure Summary		96
11) Joint Administrative Services Board Update		114
12) Government Projects Update		115
13) Miscellaneous		116
14) Summary Of Required Action		117
15) Board Member Committee Status Reports		118
16) Closed Session		119
A) §2.2-3711-A1 Specific Employees or appointees of the Board		

## Evening Session 6:30 PM

17) Citizen's Comment Period		120
18) PH 13-12: Proposed Amendments to County Code Chapter 56, Road Naming, Property Numbering, and Road Sign System CC-2013-01. The purpose of the amendments is to update the Chapter to reflect ongoing road name assignment and address maintenance processes, to remove outdated procedures related to the initial assignment of road names and addresses, and to clarify when a private road name may be assigned and an official address may be issued.		122

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

6/13/2013 2:55 PM



# Clarke County Board of Supervisors Regular Meeting Agenda

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

Item	June 18, 2013	Packet Page
19) Adjournment		152
Reports in June Packet:		
1. Building Department		154
2. Commissioner of the Revenue		162
3. Virginia Cooperative Extension Report 1 <sup>st</sup> Quarter 2013		168
4. Virginia Transit Report		173

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 3 of 3

6/13/2013 2:55 PM

# Clarke County Board of Supervisors

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## Call To Order

# Clarke County Board of Supervisors

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## Adoption of Agenda

# Clarke County Board of Supervisors

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## Citizen Comment Period

# Clarke County Board of Supervisors

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**VDOT**



# Clarke County Board of Supervisors

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## Clarke County Public Schools School Board Update

May 21, 2013 Clarke County Board Of Supervisors  
Regular Meeting 1:00 p.m.  
Main Meeting Room

At a regular meeting of the Board of Supervisors of Clarke County, Virginia, held in the Berryville Clarke County Government Center, 101 Chalmers Court, 2<sup>nd</sup> Floor, Berryville, Virginia on Tuesday, May 21, 2013.

Board Members Present

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

Board Members Absent

John Staelin

Staff Present

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

Others Present

Ed Carter; Charlie Monroe; Keith Dalton; Robina Rich Bouffault; Val Van Meter; and other citizens

1) Call to Order

Chairman Hobert called the afternoon session to order at 1:03 p.m.

2) Adoption of Agenda

– Add to Miscellaneous: Closed Session Update on Probable Litigation

By consensus, the Board adopted the agenda as modified.

3) Citizens Comment Period

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Board of Supervisors Meeting Minutes For May 21, 2013 – Regular Meeting

No citizens appeared to address the Board.

#### 4) VDOT

Ed Carter appeared before the Board to provide the monthly update.

##### Maintenance – May:

- Conducted ditching operations on Rt. 604, 606, 607, and 643;
- Removed hazardous trees on Rt. 340;
- Paved 2 sections of Rt. 7 near Rt. 612 and portion of Rt. 601 off of Rt. 7;
- Started mowing operations on primary routes and performed pothole repair on various routes;
- Swept all bridges and curb/gutter and completed litter pickup on primary's and high volume secondary's;
- Responded to major flooding event.

##### Maintenance – June:

- Complete primary mowing and begin secondary mowing;
- Conduct grading operations on all non-hard surfaced roads;
- Begin calcium applications for dust control;
- Perform pipe replacement on Rt. 606 off Rt. 50 and patching on same;
- Conduct patching operations on various routes throughout the county.

##### Projects:

- Rt. 340/Senseny Rd.: Received funding approval and now proceeding with project.
- SSYP Public Hearing: Scheduled for the evening session tonight.

##### Supervisor Comments:

###### Supervisor Barbara Byrd:

- Route 7: Johnson Grass and thistles are very thick in some areas.
- Tripe J Road: In places, the surface appears to be falling apart. Charlie Monroe advised that a slurry seal had been applied.
- Crums Church, Summit Point, Triple J: Traffic on these commuter roads should be monitored.
- Route 632: Charlie Monroe has requested a plant mix.

- Route 636 Westwood: Could VDOT work with the owner to clear out weeds and trees that have grown up at the first sharp turn.

Vice Chairman Weiss

- Route 612: Paving on by J&J stops in the middle of the islands. Ed Carter will verify ownership of the land where the telephone poles are located.
- Johnson Grass: Ed Carter will request review and recommendation of the appropriate person in the district office on how best to address Johnson Grass.

Supervisor McKay:

- Route 624: By Longbranch there is a large pothole in the shoulder where the road turns left.

5) Clarke County Public Schools Update

Dr. Michael Murphy, CCPS Superintendent, with Rick Catlett, CCPS Assistant Superintendent, appeared before the Board to provide the Schools' monthly update.

- Curriculum
  - o SOL Testing Underway -Total of 34 SOL Tests
  - o Currently - Algebra I at JWMS; VA and US History at CCHS
  - o New standards in science and reading - drop in scores state-wide anticipated
  - o Virtual education and home school discussions and partnership opportunities
  - o Writing Assessment
  - o Writing on-line for the first time for all students - 100% on-line
  - o Scores have fallen state-wide in some areas; new standards
  - o STEM-I-T Programming
  - o Meeting with partner organization today to discuss collaboration
  - o Valley Health Partnership
  - o Summer camp planning taking place - another slot for Clarke in the works
- Capital Carry-over Conversations
  - o Heartburn over Bobcat
  - o Ending cash - trying to eliminate
  - o Replacement maintenance vehicle and flat bed in FY 14
  - o BACwire control system for remodeled high school in FY 14
- Reno Related
  - o All systems appear to be a go
  - o Work continues on design development and construction drawings
  - o Meeting with Gary Pope on site at 3:00p.m. today regarding construction entrances
  - o CCHS trailers all sold (again) and being moved out
  - o \$5,000 bill for hazardous materials left over from the beginning of time

- Vandalism
- New CCHS
  - Weather Bug finally fixed
  - Still working on warranty / post warranty issues
- Focus on Efficiency
  - Division wide
  - Recycling and waste management a growing concern
- Upcoming School Events
  - May 23 MAC Meeting and Potluck - 6:00 p.m. - CCHS
    - Dedication of Flags and Celebration of Student Success
  - Freedom Wall Dedication - 2:00 p.m.- CCHS
    - Sons of the American Revolution (SAR)
  - 2013 Employer Appreciation & DECA Breakfast - 7:15 a.m. May 28, 2013

#### School Board Carry Over Request

Vice Chairman Weiss commented on the Superintendent's use of "heartburn" in relation to the request to use funds for the purchase of a bobcat. He stated that the Board of Supervisors Finance Committee had not previously heard about the purchase nor the need identified prior to submission.

Superintendent Murphy apologized for the miscommunication stating that the bobcat has been on the Schools' list for a long, long time.

Vice Chairman Weiss remarked that the Schools may have set aside funds but it assumes partial funding from the general government budget. He opined that it seemed odd in the way the request was presented and with all the other budgetary issues that the bobcat became the item on which the Schools chose to spend its money.

Superintendent Murphy opined that this was about juggling and he believed the Schools had talked about the bobcat last year and had asked Bobby Levi, Maintenance Director, to develop a best-case scenario. He said that the request come from trying to do more with fewer people; and less human capital, sometimes, requires those tools and technologies.

Dr. Murphy advanced the topic of truck replacement stating because the lift gate no longer works on the current truck. He noted that Randy Trenary believed the truck could be repaired; however, if cannot be repaired, it will be scrapped.

Supervisor Byrd noted that the vehicle was still operable.

Superintendent Murphy affirmed that it is still drivable and can still be used for plowing. He said that the Schools would like to keep the plow for the truck, put a flatbed on it, and get a “beefier” snowplow.

Superintendent Murphy apologized for his poor choice in the use of “heartburn.” He stated that the bobcat was expensive and the Schools had looked for a used one but nothing came close to anything in which it was willing to invest. He stated that the Schools are willing to invest in the things it knows it will need tomorrow and the Schools know that a maintenance truck is needed.

Supervisor McKay advised that he had read the specifications and the bobcat the Schools proposed included an enclosed cab, hydraulically operated attachments, 93 horsepower, air conditioned and heated. He opined that this was a very large, fancy piece of equipment and suggested that the Schools continue to search for a used bobcat or scale back the options. Supervisor McKay further noted that these were expensive pieces of equipment to keep operating.

Supervisor Murphy said that he did not know how much it would cost in the end; but at some point, the County would be well served to own a piece of equipment that could have attachments such as a sweepers and a hoe ram. He put forth that at some point a serious investigation is needed about some piece of equipment to serve the multitude of purposes.

Chairman Hobert said that the Schools request would be addressed through the Finance Committee that has asked the Schools for more information. He opined that is was not just simply an issue of the brand, the attachments, or the funding but all of those issues together.

Chairman Hobert stated that the Board of Supervisors could not have a situation where all year long it is getting serial requests for the use of carry over funds. He said that the Supervisors understood that emergencies come up and the Board would do whatever it could to address those needs. He stated that, in general, the Supervisors do wish to see the Schools address its carry over fund usage in a reliable, timely manner consistent with years past.

Dr. Murphy responded that he had spoken with Chairman Hobert about the matter of carry over funds; and as soon as he gets figures from Tom Judge, he will bring that information to the School Board with hope that the Supervisors’ Finance Committee would consider the matter at it following meeting. He opined that he was reasonably convinced that when the tools and systems for managing money were improved through implementation of an ERP system the County would have better, timelier accountability of its funds and would be better able to make prudent decisions regarding expenditure of funds. Dr. Murphy said that he was working with Tom Judge to try to forecast no more than \$100,000 in carry over. He put forth that it was his

intention to expend as much of the Schools' budget, in a responsible manner, by June 30 so that the Schools do not have any capital carry over.

### School Calendar Change

Chairman Hobert stated that he was very concerned and disappointed in the way in which Dr. Murphy addressed the decision to reduce the school days for County students initially by 10 and subsequently by 5 days. He said that he believed this was a mistake; and at a minimum, it should have been addressed more broadly in the community in order for the community to have a better understanding of why in 2013 reducing the number of school days was an educationally sound decision. Chairman Hobert commented that the amount of money involved was a relatively small but it was a major decision about the way the Schools will be educating students. He said that he frequently hears how teachers are overwhelmed by how much they have to do in a short period of time and he does not see cutting the number of days as a solution but rather throwing in another obstacle for teachers. He concluded by stating that his comments reflected his own personal opinion.

Dr. Murphy thanked Chairman Hobert but declined to comment.

Chairman Hobert thanked Dr. Murphy for providing the update.

### 6) Approval of Minutes

#### **Supervisor Byrd moved to approve the minutes:**

- **March 19, 2013 Regular Meeting as presented**
- **April 10, 2013 FY2014 Budget and CY2013 Tax Rate Public Hearing as presented**
- **April 16, 2013 Regular Meeting as modified: Book 21, Page 437 vote change John Staelin from Aye to Absent.**
- **April 17, 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	- Absent
David S. Weiss	- Aye

### 7) 2012 Annual Report – Department of Planning - Acknowledge Distribution

Brandon Stidham advised the Board that the 2012 Annual Report prepared by the Planning Department had been distributed with the regular meeting packet material.

Chairman Hobert remarked that the report was very well done.

By consensus, the Board acknowledged distribution of the 2012 Planning Department Annual Report.

8) 2013 Comprehensive Plan Review Process Update

Brandon Stidham advised that the initial draft of the 2013 Comprehensive Plan had been distributed with the regular meeting packet material. He asked the Board to forward to him their individual comments. Mr. Stidham told the Board that public comment sessions on the initial draft would be held on:

June 6 at Berryville Clarke County Government Center

June 10 at Boyce Fire Hall

June 13 at Blue Ridge Fire Hall

Mr. Stidham informed the Board that strategic round-table meetings targeting specific business throughout county had been conducted and summaries of those sessions would be made available.

9) Regional Northern Shenandoah Valley Regional Hazard Mitigation Plan Update

Brandon Stidham provided an overview of the plan update. He told the Board that NSVRC had sought plan review by FEMA and VDEM. He reminded that action had been deferred by the Board at its October 2012 meeting. He stated that due to concerns about staffing and funding expressed by the Board he had confirmed that the plan outlined recommendations or goals not requirements and the formal resolution before the Board for adoption stated that the plan would be implemented as economically feasible.

Vice Chairman Weiss remarked that he had reservations about such plans.

Mr. Stidham stated that the region must have a plan in place to qualify for assistance. He added that the plan applies to all types of natural disasters.

**Vice Chairman Weiss moved to adopt the resolution as presented. The motion carried by the following vote:**

Barbara J. Byrd	- Aye
J. Michael Hobert	- Aye



Beverly B. McKay	- Aye
John R. Staelin	- Absent
David S. Weiss	- Aye

**A RESOLUTION TO ADOPT THE 2012 NORTHERN SHENANDOAH VALLEY REGIONAL  
HAZARD MITIGATION PLAN  
2013-09R**

**WHEREAS**, Clarke County, Virginia, like any jurisdiction, is vulnerable to a variety of natural hazards that can result in loss of life and damages to public and private property; and

**WHEREAS**, it is the intent of the Clarke County Board of Supervisors to protect its citizens and property from the effects of natural hazards to the furthest extent possible; and

**WHEREAS**, the Board desires to seek ways to effectively reduce and mitigate the risk of these natural and human-caused hazards through participation with the Northern Shenandoah Valley Regional Commission and adjoining jurisdictions in the development and implementation of a regional hazard mitigation plan; and

**WHEREAS**, it is also the intent of the Board to fulfill its obligation under Section 322: Mitigation Planning, of the Robert T. Stafford Disaster Relief and Emergency Assistance Act, to remain eligible to receive state and federal assistance in the event of a declared disaster affecting the County; and

**WHEREAS**, the Federal Emergency Management Agency and the Virginia Department of Emergency Management have reviewed the said plan, inclusive of the Clarke County section prepared with input from appropriate local and state officials, and has approved the plan pending the completion of local adoption procedures.

**NOW THEREFORE BE IT RESOLVED**, by the Clarke County Board of Supervisors on this 21st day of May, 2013, that the 2012 Northern Shenandoah Valley Regional Hazard Mitigation Plan is hereby adopted, and that the Board agrees to take such other official action as may be reasonably necessary and economically feasible to carry out the proposed actions included in the Clarke County section of the Plan.

Adopted this 21<sup>st</sup> day of May 2013.

Attest:

\_\_\_\_\_  
David L. Ash, Clerk

10) Regional Economic Development Event - Emerging Partnerships for Prosperity: The Northern Shenandoah Valley

Brandon Stidham provided an overview. He said that last fall Martha Shickle, NSVRC Director, and Miles Davis, Dean - Shenandoah University School of Business, convened a meeting with economic development staffers throughout the region to conduct a general discussion on ways to collaborate regionally on different aspects of economic

development. Currently, a morning seminar, Emerging Partnerships for Prosperity, on Friday, July 12, at Shenandoah University is proposed for elected officials and local stakeholders with an interest in economic development. Mr. Stidham stated that before agreeing to partner with this event he wanted to ensure that the Supervisors were comfortable with the concept. Frederick County, Warren County, and the City of Winchester have expressed a desire to partner and continue in this effort.

Mr. Stidham stated that in the absence of grant funds participating localities are being asked to contribute \$350 to cover speaker fees, refreshments, and other items that may arise in the planning. He added that Shenandoah University has pledged to match locality funds.

Chairman Hobert commented that the Regional Authority had been supportive of regional efforts including Clarke's efforts to coordinate with VACo in its legislative planning including extending funds for the effort. He expressed his belief that all the Supervisors supported regional economic development planning. He further stated that this level of proposed expenditure should be addressed at the administrative level.

Vice Chairman Weiss remarked that partnering in this event was reasonable.

Chairman Hobert requested Mr. Stidham provide the Supervisors with an evaluation of the event.

Supervisor McKay asked if the micro economic development committee had received any applications.

Brandon Stidham replied that one application for a new business in Front Royal had been received but working with the state to get all the documentation in order caused a delay in the program. He stated that a meeting was scheduled for May 31 in the BCCGC at 4 pm.

Mr. Stidham informed the Supervisors that People, Inc. was conducting meetings in different localities aimed at potential small businesses that could benefit from the program.

11) Set Public Hearing CC-2013-01 Chapter 56, County Road Naming, Property Numbering, and Road Sign System

Brandon Stidham informed the Supervisors that Gordon Russell and he had developed the proposed amendment with review by Archana McLoughlin, County Attorney. He advised that the Sheriff's Office had no objection to the proposed removal of the 911 Coordinator from the process. He noted that a large segment of the sign specifications had been replaced by federal-level standards.

**Supervisor Byrd moved to set the matter for public hearing at the June 18, 2013 Board of Supervisors Regular Meeting at 6:30 pm or as soon thereafter as the matter**

**may be heard at the Berryville Clarke County Government Center. The motion carried by the following vote:**

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

12) Personnel

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

5/13/2013 Summary: The Personnel Committee reviewed appointments to upcoming vacancies on various committees and boards. No recommendations pending confirmation of willingness to serve.

05/21/2013 Summary: Supervisor Byrd put forth Carol J. Meyers for appointment to the Clarke County Library Advisory Committee for a full four-year term expiring April 15, 2017.

**Supervisor Byrd moved to approve the appointment. The motion carried by the following vote:**

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

B. Status Update Personnel Policy

5/13/2013 Update: David Ash and Archana McLoughlin updated the Personnel Committee on the status of the revision of the Personnel Policy, acknowledged that they were referencing versions of Bedford and Hanover Counties' policies. The Committee asked that staff identify as many points of issue or contention as possible, along with proposed solutions noting that the Board's interest was in creating a single policy for all employees.

13) Board of Supervisors Work Session Items

A. Closed Session re: Stuart M. Perry, Inc. v. Board of Supervisors of Clarke County, Virginia

05/13/2013 Summary: Bob Mitchell joined the Supervisors in Closed Session pursuant to

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

**Supervisor Staelin moved to convene into Closed Session pursuant to §2.2-3711-A7. The motion carried as follows:**

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

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

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

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

#### CERTIFICATION OF CLOSED SESSION

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

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

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

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

Barbara J. Byrd	- Aye
J. Michael Hobert	- Aye

Beverly B. McKay - Aye  
John R. Staelin - Aye  
David S. Weiss - Absent

No action was taken on matters discussed in Closed Session.

B. VDOT Review by Ed Carter

A. *County Secondary Six-Year Plan (2013/2014 – 2018/2019)*

05/13/2013 Summary: The Board discussed alternative proposals for use of the funds anticipated throughout the secondary six-year plan and directed VDOT to prepare a revised version of the working document for presentation at the public hearing.

B. *State-wide Six-Year Improvement Program (FY14-19 SYIP)*

05/13/2013 Summary: The Board reviewed the draft letter prepared by Mr. Stidham but asked the letter be delayed until questions about the drainage issues in Boyce and the West Main Street improvements in Berryville are resolved.

C. White Post Dairy Update on March 2013 Manure Spill

5/13/2013 Summary: Scott Donnelly, Farm Manager White Post Dairy, was present to provide additional information on work that has been done since the last meeting with the Board and DEQ. Mr. Donnelly acknowledged that White Post Dairy was in negotiations with DEQ regarding an agreement letter the details of which should be available soon. He also acknowledged that White Post Dairy had decided to reduce the milking herd to not more than 600 until such time as operational issues were resolved. He also agreed to meet with the Board at its next work session to keep the Board informed of their progress.

D. USGS Presentation on the Impact of the Proposed Budget Reduction for the Real-time Monitoring Network

5/13/2013 Summary: Mark Bennett, USGS, along with Alison Teetor described the water monitoring program to the Board and explained the impact of the proposed reduction in funding contained in the 2014 fiscal budget. The Board directed Alison and USGS to work closely and to keep the Board informed regarding the program but made no change to the current budget.

E. Virginia Department of Emergency Management [VDEM] Local Emergency Management Grant Program [LEMPG] Grant Agreement

5/13/2013 Summary: By consensus, the Board approved participation in the LEMPG Grant program.

14) Finance Committee Items

Tom Judge reviewed the Finance Committee recommendations made at its April 8, 2013 meeting.

1. Supplemental Appropriations.

- a. **Recommends Approval: Circuit Court Technology:** "Be it resolved that the FY 13 General Fund budgeted expenditure and appropriation be increased \$10,700, and revenue from the Commonwealth recognized in the amount of \$5,666, and revenue from user fees recognized in the amount of \$5,034, all for the purpose of purchasing technology for remote access of court documents. "

**Supervisor McKay moved for approval. The motion carried by the following vote:**

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

- b. **Does Not Recommend Approval. Pending receipt of further information. School Board Carryover:** "Be it resolved that the FY 14 School Capital Projects Fund budgeted expenditure and appropriation be increased \$49,671, and the General Fund designation for School Carryover decreased in the same amount, all for the purpose of purchasing a four wheel compact bucket loader; and a replacement work truck."

5/21/2013: Tom Judge reviewed the second supplemental appropriation request from the School Board for the remaining amount of its FY2012 carry over. He stated that the Schools were requesting these funds share a compact bucket loader and a replacement work truck. He advised that a back-up request from the Maintenance Director had been included. Mr. Judge advised that the Committee's discussion revolved around what the overall need was for this equipment. The Schools assumes funding from the County for its share and the Committee is questioning where these funds will come from and what would be the County's use for such equipment.

Tom Judge advised that this funding request would be discussed by the Joint Maintenance Committee.

Chairman Hobert put forth that Dr. Murphy had indicated earlier in the meeting that he would be withdrawing his request with respect to the bucket loader but that he still wanted the work truck.

Tom Judge countered that in light of Dr. Murphy's withdrawal there would be no need to discuss with the Joint Maintenance Committee because there was no issue with a work truck.

Vice Chairman Weiss suggested that the Joint Maintenance Committee should discuss the matter at some point but not necessarily at its next meeting.

2. Historic Preservation Commission Driving Tour Brochure.

May 13, 2013 Summary: The Planning Director will consider digital solutions to the provision of this information, and consideration will be given to categorizing it as a tourism, as opposed to historic preservation, expenditure.

3. Acceptance of Bills and Claims

May 21, 2013 Action: **Vice Chairman Weiss moved to accept the recommendation of the Finance Committee to approve the April 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	-	Absent
David S. Weiss	-	Aye

4. Standing Reports

General Fund Balance. Reconciliation of Appropriations. Capital Projects Status. General Government Expenditure Summary. Information Only

Joint Administrative Services Board Update

Tom Judge provided an update for the April and May meetings of the Joint Administrative Services Board. Highlights include:

- Discussed fraudulent activity on several county credit cards. The fraud was not committed by county employees with the majority of the incidents taking place in Michigan for minimal amounts. The County has canceled the affected cards and is working closely with BB&T.
- Discussed issues with travel policy to better control travel costs.
- Reviewed a rough guideline for ERP implementation.
- Reviewed a list of actions needed to prepare the ground for the ERP system.
- Reviewed a list of eight ERP teams that will aid in developing requirements.
- ERP implementation is being pursued with all due speed but is not date driven.
- Training Project: Gordon Russell and David Baggett are working on identifying potential areas of training.
- Engineering for Fiber Back Bone Project: The ComCast lease is going to expire and the County must determine whether they wish to renew or replace with our own line. Once cost is determined, a lease versus buy comparison will be conducted. Gordon & Dave Baggett are working on this project.
- New VRS [Virginia Retirement System] hybrid plan: VRS is phasing out the defined retirement benefit. Hires after July 2010 went into a Plan 2 with a slightly different set of benefits. Beginning January 1, 2014, new hires will be added to a new hybrid plan; due to plan changes, the Board of Supervisors Finance Committee must consider two actions:
  - 1) Sheriff Office employees were included in the LEOs program but EMT's were not. The Board of Supervisors Finance Committee must make an irrevocable decision whether EMT's will be permanently excluded.
  - 2) Hybrid Plan contains a short-term disability insurance program. The Board of Supervisors Finance Committee must make an irrevocable decision to join the statewide pool or find its own plan through another agency such as Virginia Association of Counties or Virginia School Board Association.

## 15) Government Projects Update

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

- 100 North Church Street
  - o Expect to see revised work sheets with proposals from the architect and engineer detailing work needed with cost estimates.
  - o Due to personnel changes, the Sheriff will be acting as project lead.



- 101 Chalmers Court
  - o HVAC retrofit: Nearing completion. Installation of all devices, motors and control equipment is complete. Currently performing system balancing and tuning.
  - o Elevator: Has been subject to multiple breakdowns for multiple reasons. The Maintenance Director is working toward getting the elevator operational; and unless there is something that indicates that this is a manufacturing defect, the owners will bear the cost of repair.
- 36 East Main Street and 106 North Church Street
  - o Both buildings have been successfully leased.

16) Miscellaneous Items

No items were identified.

17) Summary of Required Action

<u>Item</u>	<u>Description</u>	<u>Responsibility</u>
1.	Process approved minutes.	Lora B. Walburn
2.	Process 2013-09R.	Lora B. Walburn
3.	Execute 2013-09R.	David Ash
4.	Forward executed 2013-09R to NSVRC.	Brandon Stidham
5.	Draft public hearing notice for CC-2013-01 Chapter 56, County Road Naming, Property Numbering, and Road Sign System	Brandon Stidham
6.	Process public hearing notice for CC-2013-01 Chapter 56, County Road Naming, Property Numbering, and Road Sign System	Lora B. Walburn
7.	Update database and process appointment.	Lora B. Walburn
8.	Execute letter of appointment.	J. Michael Hobert
9.	Draft resolution of appreciation for John Hudson.	Lora B. Walburn
10.	Draft and process SSYP resolution.	Lora B. Walburn

18) Board Member Committee Status Reports

Supervisor Barbara J. Byrd

- Humane Foundation: planning a fall fundraiser, a rabies clinic and to work with Dr. Harrison to conduct an animal abuse seminar.
- Board of Social Services: roof repair is scheduled.
- Northwestern Juvenile Detention Center: looking for new director; also drafting a new agreement with partnering jurisdictions.
- Northwestern Regional Adult Detention Center: Costs are going up; chiller replacement and telephone system improvements included in the bond issue are complete. An additional pod has not been opened.

Vice Chairman Weiss:

- Conservation Easement Authority: a reception is scheduled for June. Continuing to receive land donations. Fundraising campaign has been more successful year to date than last year.
- BCCGC Joint Building Committee: framed legend for photos in the 1<sup>st</sup> floor atrium from the designer remains incomplete.

Chairman Hobert:

- Economic Development Advisory Committee: attended the May meeting on behalf of Supervisor Staelin. CC Sanitary Authority agreement was discussed. A report was given on the economic development and comprehensive plan round table meetings. The next meeting is for June 19.

Vice Chairman Weiss said that it had been brought to his attention that there was some interest in offering similar water/sewer hookup incentives for new businesses in the Town of Berryville. Chairman Hobert responded that this had been raised at the meeting but it is the Town's Sanitary Authority which would need to be approached, potentially with a different set of partners. He indicated the Town's Planner, Christy Dunkle, was a member of the EDAC and monitoring this potential for development.

- Shenandoah Area Agency on Aging, Inc.: is looking for a director. The SAAA board chair, John Hudson, has resigned; please provide the Personnel Committee your suggestions for his replacement. Chairman Hobert instructed staff to prepare a resolution of appreciation.

## 19) Closed Session

**Supervisor Byrd moved to convene into Closed Session pursuant to §2.2-3711-A7 Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body; and consultation with legal counsel employed or retained by a public**

---

Board of Supervisors Meeting Minutes For May 21, 2013 – Regular Meeting

**body regarding specific legal matters requiring the provision of legal advice by such counsel and §2.2-3711-A6 Discussion of the investment of public funds where competition or bargaining is involved. The motion carried as follows:**

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

The members of the Board of Supervisors being assembled within the designated meeting place, with open doors and in the presence of members of the public and/or the media desiring to attend, **Vice Chairman Weiss 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	- Absent
David S. Weiss	- Aye

**Vice Chairman Weiss 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	- Absent
David S. Weiss	- Aye

No action was taken on matters discussed in Closed Session.

At 3:14 pm Chairman Hobert recessed the meeting.

At 6:32 pm Chairman Hobert reconvened the meeting.

20) Citizen's Comment Period

No citizens appeared to address the Board.

21) PH 13-11: The purpose of this public hearing is to receive public comment on the proposed Secondary Six-Year Plan for 2013/2014 - 2018/2019 in Clarke County, and on the Secondary System Construction Budget for Fiscal Year 2014.

Ed Carter presented the Secondary System Improvement Plan for 2013/14 – 2018/19. There followed a question and answer session on plans for Route 639 Allen Road. Highlights include:

- Allen Road has 170 vehicle trips per day according to a traffic Count conducted in 2011/2012.
- VDOT based its decision to pave the east side first on the traffic count that showed the heaviest traffic was on the Route 611 [Summit Point Road] side.
- Warning signs for the curve can be added.
- The rural rustic concept is designed not to disturb the rural character of the area. Route 604 to Route 605 is a good example of the rural rustic concept.
- VDOT will do everything it can to avoid removing stone fences or trees when widening and/or paving the road.

Vice Chairman Weiss put forth questions regarding Route 636 Westwood Road noting that it had been scoped to extend to the Joint Administrative Services Office without curb, guttering, or lights.

Ed Carter responded that the entire Westwood project had to be re-scoped. .

At 7:03 pm, Chairman Hobert opened the public comment portion of the public hearing.

Tim Keiffer, west end of Allen Road: expressed support for paving the west side of Allen Road first. He opined that Allen Road residents were not being given a say in the matter of road improvements.

Ed Carter responded that the public hearing was being conducted to garner citizen comment. He said that VDOT anticipated having enough funding to pave the first 1.1 miles of Allen Road using the rural rustic concept.

Chairman Hobert responded that those living on Allen Road were having their say right now at the scheduled public hearing. He further noted that while residents could voice their opinions they did not have individual vote or veto authority.

Patricia Cooper, east side of Allen Road: spoke against paving the east side of Allen Road citing a loss of privacy and potential loss of stonewalls. She opined that paving the road would increase traffic and speeds.

Ronnie Long, Beydler Lane; spoke in support of paving Allen Road. He opined that the road would not become a thoroughfare. He asked if the road could be paved in segments. He advised that there were currently large trucks on Allen Road traveling at high rates of speed.

Ed Carter responded that VDOT preferred pavement to be contiguous.

Vice Chairman Weiss suggested that Mr. Long report these incidents as they occur providing the name, if known, of the trucking company operating these vehicles.

Mary Hope Worley, Allen Road: spoke against paving Allen Road. She asked about the speed limit on Allen Road.

Ed Carter responded that by State code all non-posted roads are 55 MPH; however, the speed limit on a rural rustic road is 35 MPH.

Vernon Grapes, Allen Road: commented that residents on the east side of Allen Road, scheduled for paving first, were against the planned improvement; and the residents on the west side of Allen Road wanted paving. He asked VDOT and the Supervisors to consider reversing the order paving the west side first.

Anne Caldwell, River Road, River Road: Stated that while she was a member of the County's Planning Commission she would be addressing this matter as a private citizen. She read the following prepared statement:

*To the Board of Supervisors:*

*I wish to commend our local VDOT administration for the recent job on Ebenezer Road (Route 604) between Saw Mill Hill Road and Morgan's Mill Road. Despite the needed culvert enlargement and replacement which is quite prominent, the remainder of the job leaves the road much as it was in terms of its rural character. There was no tree removal, road widening, or curve straightening, but the ever-recurring potholes are gone, and the road is surfaced with chip-seal. I appreciate*

*the use of the Rural Rustic Road Standard, something the prior local VDOT administration was unwilling to consider for this road.*

*I also much appreciate Joe May's efforts to get several different rural road standards part of VDOT's options in dealing with our scenic dirt roads.*

*I want to be very clear that I was opposed to the upgrade of Ebenezer Road and participated in the often contentious public hearings about the paving of this road. However, after commuting to Mt. Weather daily for several years over this road, I did come to see the point of view of those who wanted the road paved, although I never converted to the "pave it" camp. I feel that the current Rural Rustic Road approach is a good compromise. The character of the road is essentially unchanged, the road surface is much better, and the maintenance issues are much improved. I would encourage anyone who is concerned about future VDOT dirt road paving projects to explore Ebenezer Road. The entire length of Ebenezer Road presents the whole picture-there is a several mile section starting at Route 7 paved and widened to the usual VDOT standards, there is a one mile section of dirt road, and then there is the newly modified section of the road, exemplifying the Rural Rustic Road Standard.*

*Again, I wish to thank VDOT for their sensitive treatment of this road.*

*Sincerely yours,  
Anne Caldwell*

Joan Houck, property owner near Allen Road: spoke in support to moving the proposed paving to the opposite end of Allen Road. She thanked Supervisor Byrd for providing notice to constituents in the Allen Road area. She expressed concern about plans to pave the road particularly how VDOT would be able to get the necessary width without taking out stone fences and trees. She expressed her appreciation for the information provided during the meeting and asked if VDOT would consider meeting with Allen Road residents to discuss further the matter.

Bonnie Miller – Allen Road on straight away: spoke in support of the rural rustic road concept. She expressed fear that once the road was paved large trucks would begin to use the road and would travel at high speeds. She asked the Board to consider reducing the speed limit on Allen Road.

At 7:26 pm Chairman Hobert closed the public comment portion of the public hearing.

Highlights of the Supervisors' review of the Six-Year Plan include:

- The availability of funds dictates the timing for the Six-Year Plan. VDOT bases its plans on revenue projections that can vary.

- Chose the end of Allen Road that was closest to the subdivision because VDOT's information indicated that this was the heaviest traveled end.
- Confirmed that the Board of Supervisors set the priorities on secondary road funds and it could choose to change the paving from the east end to the west end.
- Amount estimated to be available for the first phase is \$180,000 for rural rustic paving of 1.1 miles on the east end of Allen Road.
- The amount estimated to pave 1.67 miles for the west end of Allen Road is \$334,000.
- If the Board of Supervisors decides to change priority from the east end to the west end, VDOT will try to attain a budget for 1.1 miles.
- Residents on Allen Road would like improvements but do not wish to change the major character of the road.
- Clarke County petitioned the General Assembly for inclusion in the following: Code of Virginia § 46.2-873.1. *Maximum speed limit on nonsurface-treated highways for certain counties.*

*The maximum speed limit on nonsurface-treated highways, which are roads that are comprised of an earth-aggregate or aggregate surface (i.e., dirt and gravel) that have not been stabilized with a bituminous or cementitious material, shall be 35 miles per hour. The maximum speed limit upon such highways may be increased or decreased by the Commissioner of Highways or other authority having jurisdiction over highways. However, such increased or decreased maximum speed limit shall be effective only when indicated by sign on the highway. For such highways upon which maximum speed limit is not indicated by sign, the maximum speed limit shall be 35 miles per hour.*

*The provisions of this section shall apply in the Counties of Albemarle, Clarke, Fauquier, Frederick, Loudoun, Montgomery, Nelson, Page, Rappahannock, Warren, and Wythe and in any other county wherein the governing body adopts an ordinance pursuant to the provisions of this section.*

By consensus, the Board agreed to identify the entire length of Allen Road as a project with the specific improvements locations and scope to be determined in a subsequent year. Ed Carter will consider ways to identify the project on the Six-Year Plan; but for programming purposes, VDOT will reflect 1.1 miles of Allen Road.

Vice Chairman Weiss commented that the rest of plan looked good. He noted the importance of scoping Westwood Road.

Supervisor Byrd added that she had heard that lighting along Westwood Road was not desirable.

Ed Carter informed the Supervisors that calcium distribution for dust control begins in May.

**Supervisors McKay moved to recommend approval of the Secondary Six-Year Plan for 2013/2014 - 2018/2019 in Clarke County and the Secondary System Construction Budget for Fiscal Year 2014 as presented with modification of Allen Road as described, “to identify the entire length of Allen Road as a project with the specific improvements locations and scope to be determined in a subsequent year.”**

**The motion carried as follows:**

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

**Virginia Department of Transportation Secondary Six-Year Plan 2013/2014 – 2018/2019 and Construction Budget for Fiscal Year 2014  
2013-10R**

At a regular meeting of the Board of Supervisors of the County of Clarke, Virginia, held at the Main Meeting Room, Second Floor, of the Berryville / Clarke County Government Center, on Tuesday, May 21, 2013 at 6:30 p.m.

Present: Barbara Byrd; J. Michael Hobert; Beverly B. McKay; David Weiss

Absent: John Staelin

On motion by Supervisor Beverly B. McKay and carried unanimously:

**WHEREAS**, Section 33.1-23 and 33.1-23.4 of the 1950 Code of Virginia, as amended, provides the opportunity for each county to work with the Virginia Department of Transportation in developing a Secondary Six-Year Road Plan;

**WHEREAS**, this Board has previously agreed to assist in the preparation of this Plan, in accordance with the Virginia Department of Transportation policies and procedures, and participated in a public hearing on the proposed Plan (2013/2014 through 2018/2019), as well as the Construction Budget for Fiscal Year 2014 on Tuesday, May 21, 2013 at 6:30 p.m. after duly advertised so that all citizens of the County had the opportunity to participate in said hearing and to make comments and recommendations concerning the proposed Plan and Priority List;

**WHEREAS**, Mr. Ed Carter, Assistant Residency Engineer, Six-Year Plan Programs and Enhancement, Virginia Department of Transportation, appeared before the board and recommended approval of the Six-Year Plan for Secondary Roads (2013/2014 through 2018/2019) and the Construction Budget for Fiscal Year 2014 for Clarke County;

**NOW, THEREFORE BE IT RESOLVED** that since said Plan appears to be in the best interests of the Secondary Road System in Clarke County and of the citizens residing on the Secondary



System, said Secondary Six-Year Plan (2013/2014 through 2018/2019) and Construction Budget for Fiscal Year 2014 are hereby approved as presented with modification to Allen Road as directed at the public hearing, “to identify the entire length of Allen Road as a project with the specific improvements locations and scope to be determined in a subsequent year.”

### MAJOR PROJECTS

ROUTE	ROAD NAME UPC #	FROM	TO	AVERAGE DAILY TRAFFIC COUNT	DESCRIPTION OF WORK	VICINITY	ESTIMATED COST	TENTATIVE AD/START DATE	COMMENTS
761	Old Charlestown Road UPC 98956	At Frederick/Clarke Co line		1200	Replace bridge structure		\$4,368,966	6/2017	Federal Funds
657	Senseny Road UPC 103478	Int. Rt. 340		8600	Improve Intersection	Town of Berryville	\$1,050,000	5/2015	Approved HSIP Project
T-1014	Page Street UPC 91730	T-1005	T-1026	N/A	Construct Sidewalks	Town of Berryville	\$83,701	2012	Revenue Sharing Under Construction
723	Old Winchester Road	.05 miles E County line	.05 miles W County line	880	Replace bridge structure		\$1,718,365	10/2019	Federal Funds
636	Westwood Road UPC 104351	Rt. 7 Bus	Ramsburg Lane	780	Reconstruction		\$5,770,000	PE 09/2013	Partial Funded SSYP Project Start PE
612	Shepards Mill Road UPC 104352	Rt. 7	.33 Mi N. Rt. 7	1600	Safety Improvement		\$260,000	04/2015	Funded SSYP Project
606	River Road	Between Route 607 and Route 7		800	Washout Repair		\$125,000	07/2013	Funded

*\*Listed in Frederick County's Secondary Plan*

### New Hard Surface Projects

Priority	Route	Road Name UPC#	From	To	Length (miles)	Average Daily Traffic Count	Vicinity	Estimated Cost	Tentative AD/Start Date	Comments
1)	639	Allen Road UPC T14191	Rt. 632	Rt. 611	2.77	170		Est. Cost \$514,000	4/2017	Rural Rustic

***As Revised by the Clarke County Board of Supervisors Following Public Hearing***

## Planning Estimates-Typical Sections

	<u>Cost Per Mile</u>
1. Rural Rustic	\$ 305,000
2. Avg. 2-Lane Road Reconst.	\$ 809,952
3. 2-Lane Road New Location	\$ 2,230,800
4. Avg. 4-Lane Road Reconst.	\$ 2,415,128
5. Avg. 4-Lane Road New Location	\$ 4,461,600

ATTEST:

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David L. Ash, Clerk  
Clarke County Board of Supervisors

### Johnson Grass

Ed Carter advised the Board that between sessions he had spoken with VDOT's botanist regarding the Johnson Grass problem. Clarke is scheduled for herbicide spray beginning June 24 after the mowing is complete on secondary roadways. Four-lane roads will be spot sprayed.

### 22) Adjournment

There being no further business to be brought before the Board at 7:48 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, June 18, 2013 at 1:00 p.m. in the Berryville Clarke County Government Center, Main Meeting Room, 101 Chalmers Court, Berryville, Virginia.

ATTEST: May 21, 2013

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J. Michael Hobert, Chair

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David L. Ash, County Administrator

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

# Clarke County Board of Supervisors



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

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

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

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

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

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

## *Resolution in Recognition of Service of John E. Hudson*

*Whereas, on April 4, 2006 John E. Hudson was appointed to the Shenandoah Area Agency on Aging, Inc. Board of Directors and he agreed to accept reappointment to this Board in June of 2006 and again in October 2010; and,*

*Whereas, in August 2011, Mr. Hudson was named SAAA Board Chairman. As Chairman, he demonstrated strong, decisive leadership guiding, strengthening, and defending the Agency through a period of transition and reorganization; and,*



*Whereas, during his tenure, the Agency in concert with the County conducted a campaign to raise funds to design and build the Clarke County Active Living Center which opened on January 4, 2013 and offers Clarke County seniors the opportunity to receive meals and participate in quality programming.*

***NOW THEREFORE BE IT RESOLVED,*** by the Clarke County Board of Supervisors that John E. Hudson's dedication, loyalty, and service to the citizens of Clarke County be recognized and further that he be congratulated for the excellent work he has done for seniors and all of the citizens of Clarke County through the Shenandoah Area Agency On Aging, Inc.; and it is



***APPROVED and ORDERED ENTERED*** in the official records by the unanimous vote of the members of the Clarke County Board of Supervisors assembled in regular session on the 18th day of June 2013.

Attest:

\_\_\_\_\_  
J. Michael Hobert, Chairman



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

**TO: Board of Supervisors**

**FROM: Brandon Stidham**

**SUBJECT: Proposed Waterloo Area Water and Sewer Availability Fee Subsidy Program**

**DATE: June 11, 2013**

Enclosed for your consideration are two documents pertaining to the proposed Waterloo Area Water and Sewer Availability Fee Subsidy Program. The program was developed at the request of the Board of Supervisors through a cooperative effort between the Industrial Development Authority (IDA) and Clarke County Sanitary Authority (CCSA). The CCSA voted to recommend adoption of the program at their meeting on May 21, 2013, and the IDA voted to recommend adoption at their meeting on May 29, 2013.

As requested by the Board in a June 2012 letter to the IDA, the goal of this program is to assist businesses to locate in the Waterloo area that may be hesitant or unable to do so as a result of the current water and sewer availability fees. Availability fees are typically paid up front by a developer or business owner to secure the water and sewer capacity that the new or expanding business is projected to generate. Under the fee subsidy program, the CCSA agrees to spread out the availability fee payment over a three year period and the IDA agrees to reimburse the CCSA for the amount of the fee that is to be subsidized. Funding to be recouped by the County is based upon the projected tax revenue that would be generated during the program term by the business. The Board of Supervisors' role is to provide funding for the provided subsidies. The attached Memorandum of Understanding (MOU) outlines the roles and responsibilities of the IDA, CCSA, and Board of Supervisors in detail under this program.

The IDA would be responsible for reviewing and acting on fee subsidy applications. The list of materials to be provided with each application is included in the MOU document, and a draft Agreement between the IDA and business owner is enclosed for your reference. A nonrefundable application fee of 1% of the requested subsidy is included. To help ensure that viable applications are submitted, Staff has recommended establishing a pre-application meeting process that will enable IDA, CCSA, and Staff to provide preliminary feedback to business owners on their potential applications.

Staff will be in attendance at your June 18 meeting to answer any questions that you may have on this program. Staff is recommending that the Board take action to adopt the availability fee subsidy program at this meeting. Please do not hesitate to contact me if you have any questions or concerns in advance of the meeting.

**WATERLOO AREA WATER AND SEWER  
AVAILABILITY FEE SUBSIDY PROGRAM  
MEMORANDUM OF UNDERSTANDING BETWEEN THE  
CLARKE COUNTY SANITARY AUTHORITY, INDUSTRIAL DEVELOPMENT  
AUTHORITY, AND BOARD OF SUPERVISORS**

**WHEREAS**, the Clarke County Sanitary Authority (“CCSA”), the Clarke County Industrial Development Authority (“IDA”), and the Clarke County Board of Supervisors (“Board”) recognize the need to encourage economic development in designated growth areas; and

**WHEREAS**, the Waterloo area has been designated in the County’s Comprehensive Plan as a growth area for business due to its location at the intersection of two primary highways (U.S. Routes 340 and 50/17); and

**WHEREAS**, the Board and the CCSA were successful in extending public water and public sewer to the Waterloo area to foster and support economic development and growth; and

**WHEREAS**, the cost to purchase capacity in the water and sewer systems may be considered cost prohibitive to some businesses that might seek to locate in Waterloo; and

**WHEREAS**, businesses seek to minimize upfront costs when opening or expanding a business.

**NOW, THEREFORE**, the CCSA, IDA, and Board agree as follows:

1. The parties hereto agree to establish a water and sewer availability fee subsidy program for the Waterloo area. A subsidy to a business owner (“Owner”) shall not exceed the amount of the water and sewer availability fee for the business or the amount of local tax revenues expected to be generated by the business at the proposed location, whichever is less.

2. An Owner shall apply to the IDA for a subsidy. The application shall include the following:

A. The amount of the subsidy requested.

B. A financial statement of the Owner. In the case of a closely held corporation, partnership, or limited liability company, financial statements shall be filed for each owner of the entity holding an ownership interest of 10% or more.

C. Itemized listing of the local tax revenues that the Owner expects to generate during the contractual period to offset the subsidy amount. The business Owner shall provide detailed documentation to support the tax revenue projections.

D. A description/business plan of the business to be operated.

E. Projected timetable for construction and for commencement of business operations.

F. An Application Fee equal to one percent (1%) of the total subsidy requested, plus an Administrative Fee, in an amount established by the IDA, to cover the administrative costs of the IDA, including, without limitation, legal fees and recording costs.

3. Prior to review of an application by the IDA, an Owner shall participate in a pre-application meeting with County staff and/or representatives from the IDA and CCSA to receive initial feedback on the application and to develop a draft payment schedule.

4. The IDA shall review and act upon the application. The IDA may deny the application if it finds, in its sole discretion, that the Owner does not have sufficient financial strength to meet its financial commitments under the program or that the local tax revenue projections of the Owner are not reasonably realistic. The IDA may approve a subsidy for an amount less than requested by the Owner.

5. Upon approval of an application, the IDA shall enter into an Agreement with the Owner, the form of the Agreement to be in general conformity with the form of Agreement attached hereto as Exhibit A.

6. The IDA and CCSA may require a letter of credit or other form of surety for the Owner's obligations under the Agreement, if deemed warranted by the IDA based upon its review of the financial information submitted by Owner.

7. The IDA shall be responsible for enforcing the repayment ("clawback") provisions of the Agreement.

8. The Board shall fund the IDA for subsidies to be paid out under an Agreement. Each year, for the term of the Agreement, the Board shall pay to the IDA funds equal to the new local tax revenues paid by the Owner. The payments to the IDA shall be made after each year's tax payments are received by the County from the Owner. In no event shall the amount paid by the Board to the IDA exceed the total amount of the subsidy.

9. If the IDA does not have enough funds to cover the upfront costs of a subsidy, the IDA may request additional funds from the Board needed to support the subsidy. Generally, the Board will ensure that the IDA is given the funds needed to support the program based on assurances given by the IDA that such funds will be returned to the Board if they are not needed for other applicants in the future. However, the Board has the right to deny additional funding requests from the IDA due to a lack of available funds in a given budget year. The IDA is under no obligation to provide a subsidy if the funds are not available.

10. Upon receipt of an executed Agreement between the Owner and the IDA, the CCSA agrees to spread out the water and sewer availability fee for the Owner over the term of the Agreement (up to 3 years), to be set forth in a written payment schedule (the "Owner's payment schedule"). The IDA agrees to reimburse the CCSA for the subsidized amount of the

availability fee according to a written payment schedule (the “IDA payment schedule”). The Owner’s payment schedule shall be provided to the Board, the IDA, and the Owner within 30 days of request from the IDA.

11. The IDA will pay the CCSA each year the portion of the availability fee due for that year under the payment schedule for the business, but not to exceed the total amount of the subsidy for that business, in accordance with the IDA payment schedule.

12. This MOU shall be automatically renewed on an annual basis unless termination is requested by any of the parties. Any party shall have a right to terminate this MOU by providing 60-day advance written notice to the other parties. If this MOU is terminated, any businesses currently served by the subsidy program under an executed Agreement with the IDA shall continue to be served by the program per the Agreement terms.

CLARKE COUNTY SANITARY AUTHORITY

Date: \_\_\_\_\_

By: \_\_\_\_\_

\_\_\_\_\_,  
Ian R. Williams, Chairman

CLARKE COUNTY INDUSTRIAL  
DEVELOPMENT AUTHORITY

Date: \_\_\_\_\_

By: \_\_\_\_\_

\_\_\_\_\_,  
David Juday, Chairman

CLARKE COUNTY BOARD OF SUPERVISORS

Date: \_\_\_\_\_

By: \_\_\_\_\_

J. Michael Hobert, Chairman



**AGREEMENT FOR  
WATER AND SEWER AVAILABILITY FEE SUBSIDY**

This Agreement, dated the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, is by and between the Clarke County Industrial Authority (“IDA”) and \_\_\_\_\_ (“Owner”).

**WHEREAS**, the IDA, the Clarke County Board of Supervisors (“Board”) and the Clarke County Sanitary Authority (“CCSA”) have established a water and sewer availability fee subsidy program for businesses seeking to locate in the Waterloo area of Clarke County; and

**WHEREAS**, Owner desires to locate a business for \_\_\_\_\_ (describe business) in the Waterloo area; and

**WHEREAS**, Owner has applied for and been approved by the IDA for a subsidy; and

**WHEREAS**, the CCSA has established the availability fee for the Owner’s project subject to the CCSA’s standards and regulations; and

**WHEREAS**, the IDA and Owner desire to enter into this Agreement regarding the subsidy.

**NOW, THEREFORE**, the IDA and Owner agree as follows:

1. **Subsidy:** The CCSA has established that the water and sewer availability fee for Owner’s business is \$ \_\_\_\_\_. The IDA has approved a subsidy in the amount of \$ \_\_\_\_\_.

2. **Agreement Term:** The term of this Agreement shall be from the date of full execution hereof to thirty (30) days after the due date of the sixth (6<sup>th</sup>) semi-annual real estate tax bill issued to Owner following the issuance of a certificate of occupancy for the business, or as otherwise agreed to by the IDA and Owner (“Agreement Term”).

3. **Availability Fee Payment Schedules:** The CCSA has approved the Owner’s payment schedule for the unsubsidized portion of the availability fee as follows:

\$ \_\_\_\_\_ on or before \_\_\_\_\_, \_\_\_\_\_, 20\_\_\_\_  
\$ \_\_\_\_\_ on or before \_\_\_\_\_, \_\_\_\_\_, 20\_\_\_\_  
\$ \_\_\_\_\_ on or before \_\_\_\_\_, \_\_\_\_\_, 20\_\_\_\_

The IDA agrees to repay the subsidized amount of the availability fee to the CCSA as follows:

\$ \_\_\_\_\_ on or before \_\_\_\_\_, \_\_\_\_\_, 20\_\_\_\_  
\$ \_\_\_\_\_ on or before \_\_\_\_\_, \_\_\_\_\_, 20\_\_\_\_  
\$ \_\_\_\_\_ on or before \_\_\_\_\_, \_\_\_\_\_, 20\_\_\_\_

4. Payment of Availability Fee: The IDA agrees to pay the availability fee to the CCSA per the schedule above, up to the total amount of the requested subsidy. Owner shall be responsible for payment to the CCSA of any portion of the availability fee not covered by the subsidy.

5. Subsidy Reimbursement: Owner agrees to reimburse the IDA for the subsidy paid by the IDA in the form of cash, local tax revenues generated during the Agreement term, or a combination of both sources. The IDA agrees that local taxes paid by the Owner during the Agreement Term shall be applied as a credit to the Owner on the reimbursement obligation. The IDA agrees to use tax payments received from [DATE] to [DATE] in order to determine revenues to be credited towards payments. The Owner projects that [\$X] of local tax revenues will be generated during the Agreement Term.

6. Timetable: Owner's project timetable is to commence construction within \_\_\_\_\_ (\_\_\_\_) days of the date of this Agreement, and to obtain a certificate of occupancy and commence operation of the business within \_\_\_\_\_ (\_\_\_\_) days of the date of this Agreement. If Owner does not obtain a certificate of occupancy and commence operation of the business within said time period, this Agreement shall terminate, unless an extension in the time period is approved by the IDA.

7. Assignment: This Agreement may be assigned to a purchaser of the business during the Agreement Term upon approval thereof by the IDA.

8. Not Other Approvals: The Owner acknowledges that this Agreement does not constitute any regional land use, zoning, or other governmental approval, nor does it indicate, expressly or impliedly, that such approvals will be given.

9. Repayment by Owner: The Owner shall pay to the IDA, within thirty (30) days of the end of the Agreement Term, any portion of the subsidy reimbursement of the Owner, as set forth in paragraph 5, above, which has not been paid within the Agreement Term. In the event Owner fails to make such repayment when due, interest at \_\_\_\_\_ percent (\_\_\_\_%) per annum shall apply to the unpaid amount until paid, and Owner agrees to pay all costs and expenses, including, without limitation, reasonable attorney's fees, incurred by the IDA in enforcing the terms of this Agreement.

10. Entire Agreement: This Agreement constitutes the entire agreement between the parties and may not be amended except by written instruments executed by each of the parties.

11. Construction of Agreement: This Agreement shall be construed and interpreted according to the laws of the Commonwealth of Virginia.

12. Venue: Venue for any litigation arising out of this Agreement shall lie only in the Circuit Court for the County of Clarke, Virginia.

13. Parties Bound: This Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective heirs, personal representatives, successors, and assigns.

14. Notice: All notices, demands, or other communications that may be necessary or proper hereunder shall be deemed duly given if personally delivered, or when sent by U.S. first class mail or by overnight courier service, such as Federal Express, UPS, or Airborne, addressed respectively as follows:

If to IDA:

Clarke County Industrial Development Authority

Attn: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If to Owner:

\_\_\_\_\_  
Attn: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

CLARKE COUNTY INDUSTRIAL  
DEVELOPMENT AUTHORITY

Date: \_\_\_\_\_

By: \_\_\_\_\_  
\_\_\_\_\_, \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_, Owner

or

Date: \_\_\_\_\_

\_\_\_\_\_ (name of entity) \_\_\_\_\_, Owner  
By: \_\_\_\_\_  
\_\_\_\_\_, \_\_\_\_\_

# Clarke County Board of Supervisors



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

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

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

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

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

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

June 11, 2012

## Memorandum to Clarke County Industrial Development Authority

To: David Juday, Chair  
Wayne Armbrust, Vice Chair  
Mark Cochran  
Allan Frederickson  
Paul Jones  
Rodney Pierce  
John Staelin  
Jesse Russell, Staff

Copy: Sanitary Authority  
Ian Williams, Chair  
Alexander McKay-Smith, Vice Chair  
Harry C. Jones  
Joseph Myer  
A.R. Dunning, Jr.  
Michael Legge, Staff

From: Michael Hobert 

Gentlemen:

The Clarke County Board of Supervisors requests your assistance in creating a program to reach out to and motivate businesses which may be interested in locating in Clarke County, particularly those which might locate in the Waterloo area and be served by the Clarke County Sanitary Authority.

A small waste water treatment program like the one operated by our Sanitary Authority costs considerably more proportionately than a larger system and connection fees can be a significant initial expense to a business. Consequently, we believe these fees may be a limiting factor to the startup or relocation of a business in the Waterloo area.

The Board is requesting you work with staff to create a designed incentive package that can be offered to new business prospects or to existing businesses that seek to expand in the Waterloo area, especially those that can contribute the greatest tax revenue and net employment gain to the community. This package could include rate subsidies, low interest loans, and tax abatements but does not have to be limited to these options.

To ensure that the County benefits from the anticipated revenue and employment gains, consideration should be given to "claw back" provisions in the event the business receiving incentives does not meet its commitments. The proposal is intended to attract businesses that might not otherwise be inclined to consider the Waterloo location. If the designed incentive package is ultimately approved, we would work with owners and developers in the area, as well as realtors, through the County's website and other media, to prompt businesses to consider this location and to take advantage of the offered incentives.

We recognize that in order for an effort of this nature to be successful, funds will have to be allocated by way of grants or loans to reduce the impact of the hook-up or connection fees.

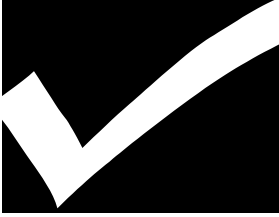
[www.clarkecounty.gov](http://www.clarkecounty.gov)

101 Chalmers Court, Suite B  
Berryville, VA 22611

Telephone: [540] 955-5175

Be assured that we are willing to support you in this endeavor. We believe partnering with you in this undertaking can result in the creation of a defined incentive package which will hopefully attract new business and maximize the plant usage for the Sanitary Authority.

We look forward to working with you in this effort.



**Personnel Committee Items**  
**June 10, 2013**  
**Second Floor, Meeting Room AB**  
**Berryville/Clarke County Government Center**  
**101 Chalmers Court, Berryville, Virginia 22611**

*Item No.*

*Description*

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**A. Expiration of Term for appointments expiring through September 2013.**

6/10/2013 Summary: The Personnel Committee recommends the following appointments:

- ✓ Anthony Roper to the Old Dominion Alcohol Safety Action Policy Board & Division of Court Services filling the unexpired term of Jerry Johnson. Term expires 12/31/2013
- ✓ Anthony Roper to the Old Dominion Community Criminal Justice Board filling the unexpired term of Jerry Johnson. Term expires 12/31/2013.
- ✓ Julie Wagaman to the Lord Fairfax Emergency Medical Services Council for a second three-year term. Term expires 6/30/2016.
- ✓ Coleen Hillerson to the People Inc. of Virginia Board for a second three-year term. Term expires 7/31/2016.

The Personnel Committee instructed staff to:

- Poll the Board for recommendations on other appointments.
- Verify the necessity of continuing appointments to the BADA Comprehensive Plan Committee.

**B. Status Update Personnel Policy**

6/10/2013 Summary: The County Attorney provided the Personnel Committee with an update on the status of the Personnel Policy revision including references to the Fair Labor Standards Act. The Committee directed that to the extent possible she obtain data on current personnel policies now in place with Constitutional Officers and Social Services.

It is the Committee's desire to review the policy components sequentially in order to better understand the interrelationship and impact of decisions on specific policy provisions.

# Appointments by Expiration Through September 2013

	<i>Appt Date</i>	<i>Exp Date</i>	<i>Orig Appt Date:</i>
<i>August 2010</i>			
Clarke County Industrial Development Authority	4 Yr		
McFillen Thomas Berryville District	12/15/2009	8/5/2010	12/15/2009
<p>Fills the unexpired term of Joe Blatz ending 10/30/2010. Mr. McFillen resigned 8/5/2010 to join the Planning Commission</p> <p>Appointed by BOS; Oath of Office Required - Clerk of Circuit Court; 7 members, 1 BOS liaison (non-voting) and 6 others that are chosen on their expertise in the business field. Membership governed by IDA by-laws. 15.2-4904 No director shall be an officer or employee of the locality except in towns under 3,500</p>			

<i>December 2012</i>			
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
<p>Resigned 12/31/2012, term expires 12/31/2013</p> <p>1 Clarke County Member</p>			
Old Dominion Community Criminal Justice Board			
Johnson Jerry L.	1/18/2011	12/31/2012	8/15/2006
<p>Resigned 12/31/2012, term expires 12/31/2013</p> <p>1 Clarke County Member</p>			

<i>May 2013</i>			
Clarke County Historic Preservation Commission	4 Yr		
Baker H.M. Russell District	5/19/2009	5/31/2013	11/18/2003
<p>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."</p>			
Shenandoah Area Agency on Aging, Inc.			
Hudson John	8/17/2010	5/20/2013	6/20/2006
<p>1st full 6/20/06 thru 9/30/10; 2nd 10/1/2010 thru 5/20/2013; resigned term expires 9/30/2014</p> <p>BOS Nominates 2 Clarke County Members; SAAA Board appoints the local government nominees; the Board shall have the right not to accept any nominee it considers incompatible with the best interests of the SAAA and the Board.; 2 Term Limit</p>			

<i>June 2013</i>			
Barns of Rose Hill Board of Directors	3 Yr		
Johnston Bill Buckmarsh District	7/17/2012	6/10/2013	7/17/2012
<p>Resigned Term Expires 12/31/2015</p> <p>A Board Member is elected for a three-year term and may serve a maximum of two terms. One member of the Board will be named by the Town Council of Berryville and will serve as liaison to the Town. One member will be named by the Clarke County Board of Supervisors and will serve as liaison to the County. The two liaisons will be considered regular Board Members, with the same rights and responsibilities as other Board Members. A director may be elected for up to two consecutive three-year terms, after which a year must be spent off the Board before consideration for Board re-appointment. A director's term shall begin January 1.</p>			

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			<i>Appt Date</i>	<i>Exp Date</i>	<i>Orig Appt Date:</i>
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; 1 consecutive 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

*July 2013*

People Inc. of Virginia		3 Yr			
Hillerson	Coleen	Clarke County Rep Board of Directors	8/17/2010	7/31/2013	8/17/2010

Board added 8/2010

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



# Clarke County Committee Listing

			<i>Appt Date</i>	<i>Exp Date</i>
<i>Barns of Rose Hill Board of Directors</i>				3 Yr
Johnston	Bill	Buckmarsh District	7/17/2012	6/10/2013
<i>Berryville Area Development Authority</i>				3 Yr
Boyles	Jerry	White Post District	4/1/2012	3/31/2015
Ohrstrom, II	George	Russell District	3/19/2013	3/31/2016
Smart	Kathy	White Post District	3/20/2012	3/31/2014
<i>Berryville Area Development Authority Comprehensive Plan Committee</i>				Open-End
Hobert	J. Michael	Berryville District	1/7/2008	
McKay	Beverly	White Post District	3/20/2012	
<i>Board of Septic &amp; Well Appeals</i>				4 Yr
Blatz	Joseph	Millwood / Pine Grove District; Citizen Member	4/17/2012	2/15/2016
Caldwell	Anne	Millwood District; Planning Commission; Vice Chair - Alternate	1/11/2013	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 Representative		
Weiss	David	BOS Vice Chair - Alternate	1/15/2013	12/31/2013
<i>Board of Social Services</i>				4 Yr
Brown	Dwight		4/16/2013	7/15/2017
Byrd	Barbara J.	BOS - Appointed Member	1/15/2013	12/31/2013
Ferrebee	Robert		4/16/2013	7/15/2016
Gray	Lynn		4/16/2014	7/15/2014
Pierce	Edwin Ralph		2/21/2012	12/15/2014
<i>Board of Supervisors</i>				4 Yr
Byrd	Barbara J.	Russell District	1/1/2012	12/31/2015
Hobert	J. Michael	Berryville District; Chair	1/1/2011	12/31/2015
McKay	Beverly	White Post District	1/1/2012	12/31/2015
Staelin	John	Millwood / Pine Grove District	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

Tuesday, June 11, 2013

Page 1 of 6

			<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 District	1/20/2009	2/15/2014
Caldwell	Anne	Millwood District	1/19/2010	2/15/2014
Kackley	Charles	Russell District	2/12/2008	2/15/2018
Means	Howard	Millwood District	12/14/2009	2/15/2016
Volk	Laurie	Russell District	1/20/2009	2/15/2014
<i>Clarke County Historic Preservation Commission</i>				4 Yr
Baker	H.M.	Russell District	5/19/2009	5/31/2013
Caldwell	Anne	Millwood District	4/16/2014	5/31/2017
Carter	Paige	White Post District	5/15/2012	5/31/2016
Fields	Betsy	Berryville District	5/15/2012	5/31/2016
Gilpin	Thomas T.	White Post District	5/18/2010	5/31/2014
Hiatt	Marty	Buckmarsh / Blue Ridge District	6/19/2007	5/31/2015
<i>Clarke County Industrial Development Authority</i>				4 Yr
Armbrust	Wayne	White Post District; Vice Chair	8/19/2008	10/30/2016
Cochran	Mark	Buckmarsh District	10/18/2011	10/30/2013
Frederickson	Allan	White Post District; Secretary / Treasurer	12/15/2009	10/30/2013
Jones	Paul	Russell District	5/15/2012	10/30/2015
Juday	David	Russell District; Chair	12/21/2010	10/30/2014
McFillen	Thomas	Berryville District	12/15/2009	8/5/2010
Pierce	Rodney	Buckmarsh District	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		4/16/2013	4/15/2017
Daisley	Shelley		7/17/2012	4/15/2016
Foster	Nancy		4/17/2012	4/15/2016
Holscher	Dirck		4/16/2013	4/15/2017
Kalbian	Maral		4/19/2011	4/15/2015
Myers	Carol		5/21/2013	4/15/2017
Zinman	Maxine		4/19/2011	4/15/2015

			<i>Appt Date</i>	<i>Exp Date</i>
<i>Clarke County Litter Committee</i>				1 Yr
Staelin	John	BOS - Liaison	1/15/2013	12/31/2013
Teetor	Alison	Staff Rep		
<i>Clarke County Planning Commission</i>				4 Yr
Bouffault	Robina Rich	White Post / Greenway District	5/15/2012	4/30/2016
Brumback	Clay	White Post / Greenway District	6/15/2010	4/30/2014
Caldwell	Anne	Millwood / Chapel District; Vice Chair	4/16/2013	4/30/2017
Kreider	Scott	Buckmarsh / Battletown District	5/15/2012	4/30/2016
Kruhm	Doug	Buckmarsh / Battletown District	3/19/2013	4/30/2014
McFillen	Thomas	Berryville District	5/1/2010	4/30/2014
Nelson	Clifford	Russell / Longmarsh District	4/16/2013	4/30/2017
Ohrstrom, II	George	Russell / Longmarsh District; Chair	4/19/2011	4/30/2015
Staelin	John	BOS - Appointed Member	1/15/2013	12/31/2013
Steinmetz, II	William	Berryville District	5/15/2012	4/30/2016
Turkel	Jon	Millwood / Chapel District	9/15/2011	4/30/2015
<i>Clarke County Sanitary Authority</i>				4 Yr
Dunning, Jr.	A.R.	White Post District	12/15/2009	1/5/2014
Legge	Michael	Staff Representative		
Mackay-Smith, Jr.	Alexander	White Post District; Vice Chair	1/15/2013	1/5/2017
Myer	Joe	Town of Boyce	2/21/2012	1/5/2016
Staelin	John	BOS - Liaison	1/15/2013	12/31/2013
Welliver	Ralph	Berryville District	3/19/2013	6/30/2016
Williams	Ian R.	White Post District; Chair	1/15/2013	1/5/2017
<i>Conservation Easement Authority</i>				3 Yr
Buckley	Randy	White Post District	1/1/2011	12/31/2013
Engel	Peter		1/15/2013	12/31/2015
Mackay-Smith	Wingate E.	White Post District; Chair	1/1/2011	12/31/2013
Ohrstrom, II	George	Planning Commission Representative	4/16/2013	4/30/2016
Teetor	Alison	Staff Representative		
Thomas	Walker		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

*Tuesday, June 11, 2013*

*Page 3 of 6*

			<i>Appt Date</i>	<i>Exp Date</i>
<i>County Administrator</i>				
Ash	David L.	County Administrator	3/19/1991	
				4 Yr
<i>Economic Development Advisory Committee</i>				
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 Representative	2/21/2012	12/31/2015
Hillerson	Jay	Business Owner	9/15/2009	12/31/2013
Milleson	John R.	Banking, Finance	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
				4 Yr
<i>Handley Regional Library Board</i>				
Myer	Tamara	Town of Boyce	9/15/2009	11/30/2013
				Open-End
<i>Joint Administrative Services Board</i>				
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	12/31/2013
Weiss	David	BOS - Alternate	1/15/2013	12/31/2013
				1 Yr
<i>Legislative Liaison and High Growth Coalition</i>				
Hobert	J. Michael	BOS - Liaison	1/15/2013	12/31/2013
				4 Yr
<i>Lord Fairfax Community College Board</i>				
Daniel	William		7/1/2012	6/30/2016
				3 Yr
<i>Lord Fairfax Emergency Medical Services Council</i>				
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
				1 Yr
<i>Northern Shenandoah Valley Regional Commission</i>				
McKay	Beverly	BOS - Appointed Member	1/15/2013	12/31/2013
Staelin	John	BOS - Alternate	1/15/2013	12/31/2013
Stidham	Brandon	Citizen Representative [Planning Director]	2/19/2013	1/31/2016
				3 Yr
<i>Northwestern Community Services Board</i>				
Harris	Lucille		1/15/2013	12/31/2015
Stieg, Jr.	Robert		3/20/2012	12/31/2014

Tuesday, June 11, 2013

Page 4 of 6

			<i>Appt Date</i>	<i>Exp Date</i>
<i>Northwestern Regional Jail Authority</i>				1 Yr
Ash	David L.	BOS - Appointed Member	1/15/2013	12/31/2013
Byrd	Barbara J.	BOS - Liaison Alternate	1/15/2013	12/31/2013
Roper	Anthony	Sheriff	1/1/2012	12/31/2015
Wyatt	Jimmy		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	Jimmy		1/15/2013	12/20/2016
<i>Old Dominion Alcohol Safety Action Policy Board &amp; 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		4/16/2013	3/15/2016
<i>Parks &amp; Recreation Advisory Board</i>				4 Yr
Heflin	Dennis	White Post District	1/15/2013	12/31/2016
Hobert	J. Michael	BOS - Liaison	1/15/2013	12/31/2013
Huff	Ronnie	Town of Berryville Representative	1/1/2012	12/31/2015
Jones	Paul	Russell District; At Large	1/1/2011	12/31/2014
Lichliter	Gary	Russell District	1/15/2013	12/31/2016
McCall	Michael A.	School Board Rep		12/31/2004
Rhodes	Emily	Buckmarsh District	2/21/2012	12/31/2015
Sheetz	Daniel A.	Berryville District	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	Buckmarsh District	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	5/20/2013
<i>Shenandoah Valley Chief Local Elected Officials Consortium</i>				
Ash	David L.	BOS Designee for Chief Elected Official		

Tuesday, June 11, 2013

Page 5 of 6

			<i>Appt Date</i>	<i>Exp Date</i>
<i>The 150th Committee</i>				4 Yr
Al-Khalili	Adeela	Clarke County African-American Cultural Center / Josephine Community Museum	1/18/2011	12/31/2015
Davis	Dorothy	Clarke County African-American Cultural Center / Josephine Community Museum	1/18/2011	12/31/2015
Heder	Terence	Shenandoah Valley Battlefields Foundation	1/18/2011	12/31/2015
Kalblian	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
<i>Warren-Clarke County Microenterprise Assistance Program Management Team</i>				2 Yr
Blakeslee	Steve	County Representative	9/18/2012	
Dunkle	Christy	Town of Berryville Representative	9/18/2012	
Greene	Laurel	Town of Boyce Representative	9/18/2012	
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	

MEMORANDUM

TO: Board of Supervisors Finance Committee  
FR: Thomas Judge, Director of Joint Administrative Services  
DT: June 10, 2013  
RE: *June Finance Committee*

1. **Virginia Local Disability Program extension request.** The new "Hybrid" retirement plan will be phased in January 1. It will require that a Short Term Disability insurance policy be provided. The VRS will provide this policy, unless the Government wishes to use its own vendor, which it must do by opting out of the plan by September 1. VaCorp is looking into providing a separate vendor, and now VRS is giving an extension for the decision until November 1, if such extension is requested. It is recommended that the BOS request this extension to allow time for VaCorp to complete its analysis as follows:

*"Be it resolved that the Board of Supervisors of Clarke County hereby requests a deadline extension to November 1, 2013 for the purpose of determining its participation in the Virginia Local Disability Program."*

2. **LEOS and the new Retirement Option.** Discussion of this item was deferred pending receipt of additional information.
3. **Transfers.** The following transfers between accounts are recommended by the Finance Committee:
  - a) Attached is a request of the Commonwealth's Attorney to provide additional part time funding of \$900 for FY 13.

*"Be it resolved that \$3,551 be transferred from Legal Services VSRS to Commonwealth's Attorney's accounts as follows: \$800 to Salaries Regular, \$900 to Salaries Part Time, \$1,700 to FICA, and \$151 to Life Insurance."*

- b) The Sheriff requests additional part-time funds of \$2,000:

*"Be it resolved that \$2,000 be transferred from the Sheriff's FICA account to the part-time salaries account"*

- c) Attached is a request of the Cooperative Extension Office for a subsidy to the drinking water testing program.

*"Be it resolved that \$2,640 be transferred from the Cooperative Extension "VPI Extension Agent" account, to the "Contributions to other Entities" account, for the purpose of providing a donation to the Virginia Cooperative Extension service to provide a subsidy for Clarke County citizens for performance of drinking water tests, with the stipulation that any funds unused by Clarke County residents at the conclusion of this State program be returned to the County of Clarke."*

4. **School Supplemental.** The School Board is reconsidering its request for a supplemental appropriation, and may come forward with a revision in July.
5. **Acceptance of May Bills and Claims.** This Committee recommends acceptance of this report.
6. **Standing Reports.** The following are included: General Fund Balance. Reconciliation of Appropriations. Capital Projects Status. General Government Expenditure Summary.



Clarke County

tjudge@clarkecounty.gov

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**VRS Hybrid VLDP Opt Out Deadline**

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**From :** Stephanie Heintzleman <stephanie@vacoins.org>

Tue, May 21, 2013 03:53 PM

**Subject :** VRS Hybrid VLDP Opt Out Deadline**To :** Chris Carey <Chris@vacoins.org>**Cc :** Nancy Sullivan <nancy@vacoins.org>, Dean Lynch <dlynch@vaco.org>

Please note that VRS allows public entities to request a deadline extension before taking action to opt out of the Virginia Local Disability Program. Requests for the deadline extension must be received by September 1, 2013.

The information below lists the appropriate steps to request a deadline extension (November 1, 2013) to allow time for proper review of comparable disability plans.

VACORP has been in discussion with vendors that may provide comparable disability plans. We will announce in the next two weeks, if we have found a suitable disability insurance provider to endorse for this program.

Please share this information with appropriate staff.

Stephanie O. Heintzleman  
Member Services Director  
VACORP  
308 Market Street SE, Suite 1  
Roanoke, VA 24011  
888-822-6772 x106  
[stephanie@vacoins.org](mailto:stephanie@vacoins.org)

*This email, including any attachment, is intended only for the individual to whom it is addressed and may contain information that is privileged and confidential. I apologize for possible email duplications.*

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**From:** Dean Lynch [mailto:dlynch@vaco.org]**Sent:** Thursday, May 16, 2013 3:54 PM

**To:** Dean Lynch  
**Cc:** Stephanie Heintzleman  
**Subject:** Hybrid's VLDP Deadline Extension  
**Importance:** High

### VACo Memorandum

**TO:** County Administrators  
**FROM:** Dean A. Lynch, CAE, Deputy Executive Director  
**SUBJECT:** Hybrid's VLDP Deadline Extension  
**DATE:** May 16, 2013

Please see below the email from Bob Schultze, Director (Virginia Retirement System) regarding a delay in your decision to opt-out of the Local Disability Program. Please note that you can request an extension until Nov. 1, 2013, but you will need to follow the process outlined below.

---

**From:** No-Reply.eu [<mailto:noreplyeu@varetire.org>]

**Sent:** Wednesday, May 15, 2013 5:31 PM

**Subject:** Hybrid's VLDP Deadline Extension

Dear Employer:

In response to a number of employers that asked for more time to make a decision, political subdivisions and school divisions now have the option of requesting an extension to the Sept. 1 deadline to opt out of the Virginia Retirement System's (VRS) Virginia Local Disability Program (VLDP). VLDP, created by the 2012 General Assembly, will apply to political subdivision and school division employees covered under the new VRS Hybrid Retirement Plan.

By Sept. 1, 2013, you must either:

- Submit a resolution to VRS indicating you are opting out of VLDP and providing a comparable plan, or
- Request an extension to the resolution deadline until Nov. 1, 2013, by sending an email or letter from your primary administrative authority to VRS Employer Coverage Coordinator ZaeAnne Sferra at [zsferra@varetire.org](mailto:zsferra@varetire.org) or P.O. Box 2500, Richmond, VA 23218-2500.

If VRS does not receive a resolution opting out of VLDP or a request for an extension of the resolution deadline by Sept. 1, 2013, the political subdivision or school division will be covered automatically by VLDP.

A resolution packet was mailed to you on Feb. 22, 2013, from VRS that provided a resolution and details about VLDP. As a reminder, legislation enacted by the 2012 General Assembly requires political subdivisions and school divisions to be covered automatically under VLDP unless the local governing body makes an irrevocable election to opt out and provide a comparable plan for employees. VLDP will apply to political subdivision and school division employees covered under the VRS Hybrid Retirement Plan. The current VRS Disability Retirement option will not be available to hybrid plan participants. For more

information about the hybrid retirement plan, visit <http://www.varetire.org/hybrid-er/>.  
The VRS rates for VLDP, through June 30, 2014, are:

- Teachers: 0.39 percent of Hybrid Retirement Plan covered payroll
- Political Subdivisions: 0.91 percent of Hybrid Retirement Plan covered payroll

School divisions will pay the teacher rate for teachers and the political subdivision rate for non-administrative employees. New rates will be set each biennium.

If you have questions about VLDP, please contact Employer Coverage Coordinator ZaeAnne Sferra at [zsferra@varetire.org](mailto:zsferra@varetire.org) or (804) 775-3514.

Sincerely,  
Robert Schultze, Director  
Virginia Retirement System

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# Virginia Local Disability Program

For Political Subdivisions and Schools

Effective January 1, 2014

## At-a-glance



The 2012 General Assembly created the Virginia Local Disability Program for political subdivision and school division employees who will be covered under the VRS Hybrid Retirement Plan effective January 1, 2014. The Hybrid Retirement Plan will apply to most new employees

hired on or after January 1, 2014 and current employees who opt to switch to the plan.

For detailed program information, view the VLDP Employer Manual at [www.varetire.org/ermanuals](http://www.varetire.org/ermanuals).

Eligibility	This program applies to political subdivision and school employees covered by the VRS Hybrid Retirement Plan that do not submit an opt-out resolution to VRS. Coverage is automatic. VLDP-covered employees are not eligible for VRS Disability Retirement.
Exemptions	Hazardous duty employees covered under enhanced benefits are exempt from the Hybrid Retirement Plan and will continue to be covered under VRS Disability Retirement.
Rates	Rates beginning January 1, 2014 through June 30, 2014: Teachers: 0.39 percent of Hybrid Retirement Plan covered payroll Political Subdivisions: 0.91 percent of Hybrid Retirement Plan covered payroll Schools will pay the teacher rate for teachers and the political subdivision rate for non-administrative employees. New rates will be set each biennium.
Opting Out	Coverage for your employees is automatic under VLDP unless your governing body elects to opt out and provide a comparable employer-paid program. The comparable program does not require you to provide long-term care coverage even though this coverage is included in VLDP. To opt-out, return the VLDP opt-out resolution to VRS by September 1, 2013 (Attn: Susan Keith, P.O. Box 2500, Richmond, VA 23218-2500). The election to opt out of VLDP is irrevocable. Schools that decide to opt out will submit one resolution for all employees (teachers and non-administrative employees).
Program Features	VLDP provides income protection if an employee can't work because of a non-work related or work-related illness, injury or other condition, such as surgery, pregnancy, complications from pregnancy or a catastrophic or major chronic condition. It includes both short-term and long-term disability coverage. The program focuses on assisting employees with their recovery and helping them make a safe return to their full work duties, if possible. Program details are available in the VLDP Employer Manual at <a href="http://www.varetire.org/ermanuals">www.varetire.org/ermanuals</a> .

OFFICE OF THE COMMONWEALTH'S ATTORNEY



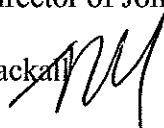
SUZANNE LORE MACKALL  
Commonwealth's Attorney

Clesta L. Rhodes  
Administrative Assistant

CLARKE COUNTY, VIRGINIA  
102 North Church Street  
Berryville, Virginia 22611  
(540) 955-5120  
Fax (540) 955-5156

ANNE M. WILLIAMS  
Assistant Commonwealth's Attorney

Beth W. Marple  
Victim Witness Program Director  
(540) 955-5111

TO: Tom Judge, Director of Joint Administrative Services  
FROM: Suzanne L. Mackall   
RE: Budget increase  
DATE: May 15, 2013

This office is requesting additional funding of \$900 for our Part Time Office Assistant.

Sue Stallard works sixteen (16) hours per week at the rate of \$16.00 per hour, or \$256 per week.

Our budget allotment for part time employees for Fiscal Year 13 is \$12,300. As of May 14, 2013, we have used \$11,576 of the budgeted amount, leaving a balance of \$724.

Sue Stallard is scheduled to work one more day this week (5.5 hrs.), plus 16 hours each week for the remaining six weeks of FY13 (96 hours), for a total of 101.5 hours. This requires funding of \$1624.00 (101.5 hrs. x \$16.)

After subtracting our remaining balance, (\$1624 – \$724) we are requesting additional funding of \$900.

cc: David Ash, County Administrator  
Michael Hobert, Finance Committee  
John Staelin, Finance Committee

**Clarke County****tjudge@clarkecounty.gov**

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**Couple of mundane things**

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**From :** Tony Roper <troper@clarkecounty.gov>

Fri, May 31, 2013 10:49 AM

**Subject :** Couple of mundane things**To :** Tom Judge <tjudge@clarkecounty.gov>**Cc :** David Ash <dash@clarkecounty.gov>

Tom,

I have received a couple of requests from Wrike, apparently endorsed by you-is this legit? Secondly, our part-time line item for fy 12/13 is exhausted, due to demands put on our court security staff in recent months. With only June left, I suspect we will end up about \$2,000.00 over budget. While I let BOS members know that this was a distinct possibility, I need to know if we ask for a supplemental appropriation, or use some other mechanism to "true-up"  
THanks

--

Anthony W. "Tony" Roper  
Sheriff of Clarke County, VA.

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# DRINKING WATER TESTING CLINICS

Northern Shenandoah Valley

JUNE 2013



Does your water come from a well,  
spring, or cistern?

Do you want to learn more about  
the quality of your water?

How it works:

1. At a brief informational meeting, pick up a sample kit and get instructions to collect your household water sample.
2. Collect a sample from your tap at home and complete a short questionnaire.
3. Drop off sample at a designated location and time.
4. About four (4) weeks later, come back to get your confidential test results, an explanation of what the numbers mean, and information on how to handle any problems that are present.

Clinics will be offered in the counties of Clarke, Frederick, Page, Shenandoah, and Warren in *June 2013*. Please see reverse for dates, times, locations, and cost.

*For more information contact your local office of VCE:*

VCE-Clarke County	540-955-5164
VCE-Frederick County	540-665-5699
VCE-Page County	540-778-5794
VCE-Shenandoah County	540-459-6140
VCE-Warren County	540-635-4549

*If you are a person with a disability and desire any assistive devices, services or other accommodations to participate in this activity, please contact Mark Sutphin or Karen Poff by calling your local office to discuss accommodations at least 5 days prior to the event  
\*TDD number is (800) 828-1120.*



## Virginia Cooperative Extension

Virginia Tech • Virginia State University

[www.ext.vt.edu](http://www.ext.vt.edu)

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# DRINKING WATER TESTING CLINICS

## Northern Shenandoah Valley

### JUNE 2013



<u>County</u>	<u>Meeting Location, Date, and Time</u>		<u>Cost</u>
Clarke:	Boyce Fire Hall, 7 South Greenway Avenue, Boyce, VA 22620		\$5.00
			OR
Kick-Off Meeting	Tuesday, June 18 <sup>th</sup> , 7-8:30 p.m.	Boyce Fire Hall	\$49.00
Sample Collection	Wednesday, June 19 <sup>th</sup> , 7-10 a.m.	Boyce Fire Hall	To Be
Follow-Up Meeting	Monday, August 5 <sup>th</sup> , 7-8:30 p.m.	Boyce Fire Hall	Set
Frederick:	Alson H. Smith Jr. Agricultural Research and Extension Center 595 Laurel Grove Road, Winchester, VA 22602		\$5.00
Kick-Off Meeting	Monday, June 17 <sup>th</sup> , 7-8:30 p.m.	Room 101	
Sample Collection	Wednesday, June 19 <sup>th</sup> , 7-10 a.m.	Room 101	
Follow-Up Meeting	Tuesday, August 6 <sup>th</sup> , 7-8:30 p.m.	Room 101	
Page:	VCE-Page County, 215 West Main Street, Stanley, VA 22851		\$5.00
Kick-Off Meeting	Tuesday, June 11 <sup>th</sup> , 7-8:30 p.m.	Meeting Room	
Sample Collection	Wednesday, June 12 <sup>th</sup> , 7-10 a.m.	Office	
Follow-Up Meeting	Monday, August 12 <sup>th</sup> , 7-8:30 p.m.	Meeting Room	
Shenandoah:	Shenandoah County Government Center 600 North Main Street, Woodstock, VA 22664		\$5.00
Kick-Off Meeting	Monday, June 10 <sup>th</sup> , 7-8:30 p.m.	Board Room	
Sample Collection	Wednesday, June 12 <sup>th</sup> , 7-10 a.m.	Room 100-A	
Follow-Up Meeting	Wednesday, August 7 <sup>th</sup> , 7-8:30 p.m.	Board Room	
Warren:	Warren County Government Center 220 North Commerce Avenue, Front Royal, VA 22630		\$5.00
Kick-Off Meeting	Tuesday, June 25 <sup>th</sup> , 7-8:30 p.m.	Board Room	
Sample Collection	Wednesday, June 26 <sup>th</sup> , 7-10 a.m.	Office	
Follow-Up Meeting	Tuesday, August 13 <sup>th</sup> , 7-8:30 p.m.	Board Room	

**\*\*Cost is determined by physical address of the parcel to be tested. Additional samples or samples from any other localities will be at a cost of \$49 and will only be available after all initial sample requests from these localities are accommodated. Thank you to USDA and the counties of Frederick, Page, Shenandoah, and Warren for supplementing the testing costs. (Participation is under consideration by Clarke County.)**



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CLARKE COUNTY  
MAY 2013 VENDOR PAYMENTS  
Executed By: gilleya

PAGE: 1  
TIME: 15:20:31  
DATE: 06/05/2013

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
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Fiscal Year: 2013

EXPENDITURES

DEFINITION TYPE 0

100-000-11010-3600 ADVERTISING

VENDOR: WINCHESTER STAR  
5 MAY 1651188 ADVERTISING 4077 05/15/2013 \$ 1,732.65

100-000-11010-5210 POSTAL SERVICES

VENDOR: PURCHASE POWER  
1 MAY 800090900195756 POSTAGE 77289 05/15/2013 \$ 30.01

100-000-11010-5230 TELECOMMUNICATIONS

VENDOR: TREASURER OF VIRGINIA  
5 MAY T259074 MARCH 2013 PHONE BILL 4025 05/15/2013 \$ 0.62

100-000-11010-5800 MISCELLANEOUS CHARGES

VENDOR: SPONSELLER'S FLOWER SHOP  
1 MAY 1817 FLOWERS 4062 05/15/2013 \$ 53.00  
1 MAY 1875 FLOWERS 4062 05/15/2013 \$ 68.00

Total for 100-000-11010-5800 \$ 121.00

100-000-11010-5810 DUES & ASSOC. MEMBERSHIPS

VENDOR: UNIVERSITY OF VIRGINIA  
1 MAY 15171 FICA ACT 2012 LOCAL GOVT G 77318 05/15/2013 \$ 144.00

VENDOR: WINCHESTER STAR  
1 MAY 88079SUBSCRIPTI 12 MONTHS SUBSCRIPTION 4077 05/15/2013 \$ 105.00

Total for 100-000-11010-5810 \$ 249.00

100-000-12110-3500 PRINTING AND BINDING

VENDOR: BB&T FINANCIAL, FSB  
13 MAY 9769-05/09 WEINERS 77358 05/31/2013 \$ 259.04  
14 MAY 9769-05/09 FIRST AID 77358 05/31/2013 \$ 95.37

Total for 100-000-12110-3500 \$ 354.41

100-000-12110-5210 POSTAL SERVICES

VENDOR: PURCHASE POWER  
2 MAY 800090900195756 POSTAGE 77289 05/15/2013 \$ 4.36

100-000-12110-5230 TELECOMMUNICATIONS

VENDOR: AT&T MOBILITY  
1 MAY 2672X05012013 GOVERNMENT ADMIN 77245 05/15/2013 \$ 47.23

VENDOR: TREASURER OF VIRGINIA  
11 MAY T259074 MARCH 2013 PHONE BILL 4025 05/15/2013 \$ 4.53

VENDOR: VERIZON  
1 MAY 000027268895MAY PHONE BILL DUE MAY 77325 05/15/2013 \$ 8.25

CLARKE COUNTY  
MAY 2013 VENDOR PAYMENTS  
Executed By: gilleya

PAGE: 2  
TIME: 15:20:31  
DATE: 06/05/2013

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
Total for 100-000-12110-5230						\$ 60.01
100-000-12110-6008			VEHICLE AND EQUIP FUEL			
VENDOR: MANSFIELD OIL COMPANY						
3	MAY	SQLCD/00053129	FUEL PURCHASES 04/16-04/30	4046	05/15/2013	\$ 33.11
3	MAY	SQLCD/00053875	FUEL-CO ADMINSTRATOR	4120	05/31/2013	\$ 76.53
Total for 100-000-12110-6008						\$ 109.64
100-000-12110-6012			BOOKS AND SUBSCRIPTIONS			
VENDOR: MATTHEW BENDER & CO., INC.						
1	MAY	45126631	LEGISLATIVE SESSION SUMMAR	4043	05/15/2013	\$ 79.89
100-000-12210-3100			PROFESSIONAL SERVICES			
VENDOR: HALL, MONAHAN, ENGLE, MAHAN & MITCHELL						
1	MAY	1298	PROFESSIONAL SERVICES	4104	05/31/2013	\$ 58.00
1	MAY	1299	PROFESSIONAL SERVICES	4104	05/31/2013	\$ 696.00
1	MAY	JGC LEGAL 05/01	LEGAL SERVICES	4033	05/15/2013	\$ 696.00
2	MAY	LEGALSERVICEAPR	LEGAL SERVICES APRIL 2013	4033	05/15/2013	\$ 10.00
Total for 100-000-12210-3100						\$ 1,460.00
100-000-12310-3320			MAINTENANCE SERVICE CONTRACTS			
VENDOR: RICOH USA INC						
1	MAY	5026081864	COPIER MAINTENANCE	77414	05/31/2013	\$ 28.14
100-000-12310-5210			POSTAL SERVICES			
VENDOR: PURCHASE POWER						
3	MAY	800090900195756	POSTAGE	77289	05/15/2013	\$ 224.83
100-000-12310-5230			TELECOMMUNICATIONS			
VENDOR: TREASURER OF VIRGINIA						
3	MAY	T259074	MARCH 2013 PHONE BILL	4025	05/15/2013	\$ 1.92
VENDOR: VERIZON						
2	MAY	000027268895MAY	PHONE BILL DUE MAY	77325	05/15/2013	\$ 39.09
Total for 100-000-12310-5230						\$ 41.01
100-000-12410-3100			PROFESSIONAL SERVICES			
VENDOR: CINTAS CORP.						
1	MAY	8400305930	SERVICE	77253	05/15/2013	\$ 22.05
1	MAY	8400347202	DOCUMENT SHREDDING	77366	05/31/2013	\$ 22.05
Total for 100-000-12410-3100						\$ 44.10
100-000-12410-3320			MAINTENANCE SERVICE CONTRACT			
VENDOR: RICOH USA INC						
2	MAY	5026081864	COPIER MAINTENANCE	77414	05/31/2013	\$ 28.13
100-000-12410-3500			PRINTING AND BINDING			
VENDOR: M & W PRINTERS, INC-A BMS DIRECT CO						
1	MAY	81881	1ST HALF REAL ESTATE	4119	05/31/2013	\$ 2,100.99
1	MAY	81888	1ST HALF PERSONAL PROP	4119	05/31/2013	\$ 2,167.34

CLARKE COUNTY  
MAY 2013 VENDOR PAYMENTS  
Executed By: gilleya

PAGE: 3  
TIME: 15:20:32  
DATE: 06/05/2013

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
Total for 100-000-12410-3500						\$ 4,268.33
100-000-12410-5210 POSTAL SERVICES						
VENDOR: CLARKE COUNTY TREASURER						
7	MAY	PETTY CASHMAY	OFFICE MAX	77255	05/15/2013	\$ 23.87
VENDOR: PURCHASE POWER						
4	MAY	800090900195756	POSTAGE	77289	05/15/2013	\$ 1,434.04
15	MAY	800090900195756	POSTAGE	77289	05/15/2013	\$ 104.09
Total for 100-000-12410-5210						\$ 1,562.00
100-000-12410-5230 TELECOMMUNICATIONS						
VENDOR: TREASURER OF VIRGINIA						
1	MAY	C041837	IBM CHARGES	4090	05/31/2013	\$ 14.26
25	MAY	T259074	MARCH 2013 PHONE BILL	4025	05/15/2013	\$ 2.99
VENDOR: VERIZON						
3	MAY	000027268895MAY	PHONE BILL DUE MAY	77325	05/15/2013	\$ 2.75
VENDOR: VIRGINIA EMPLOYMENT COMMISSION						
1	MAY	VECAGREONLINEAC	VEC AGREEMENT FOR ONLINE A	77329	05/15/2013	\$ 931.00
Total for 100-000-12410-5230						\$ 951.00
100-000-12410-6001 OFFICE SUPPLIES						
VENDOR: BANK OF CLARKE COUNTY						
1	MAY	7007183DEPOSIT	DEPOSIT TICKETS	77350	05/31/2013	\$ 45.08
100-000-12510-3100 PROFESSIONAL SERVICES						
VENDOR: MATSCH SYSTEMS						
1	MAY	1812	CALL ACCOUNTING SERVICE JU	4048	05/15/2013	\$ 200.00
100-000-12510-3320 MAINTENANCE SERVICE CONTRACT						
VENDOR: AVAYA, INC.						
1	MAY	2732540508	PURCHASE AGREEMENT	77248	05/15/2013	\$ 1,149.72
VENDOR: JUST IN TIME DESIGN						
1	MAY	2739	GOVERNMENT WEBSITE HOSTING	77272	05/15/2013	\$ 1,018.98
Total for 100-000-12510-3320						\$ 2,168.70
100-000-12510-5210 POSTAL SERVICES						
VENDOR: CLARKE COUNTY TREASURER						
1	MAY	PETTY CASHMAY	POSTAGE	77255	05/15/2013	\$ 2.24
100-000-12510-5230 TELECOMMUNICATIONS						
VENDOR: AT&T MOBILITY						
8	MAY	2672X05012013	GOVT IT	77245	05/15/2013	\$ 94.46
VENDOR: TREASURER OF VIRGINIA						
16	MAY	T259074	MARCH 2013 PHONE BILL	4025	05/15/2013	\$ 817.62
VENDOR: VERIZON						
4	MAY	000027268895MAY	PHONE BILL DUE MAY	77325	05/15/2013	\$ 395.85

CLARKE COUNTY  
MAY 2013 VENDOR PAYMENTS  
Executed By: gilleya

PAGE: 4  
TIME: 15:20:32  
DATE: 06/05/2013

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
6	MAY	00076356122812Y	PHONE BILL	77325	05/15/2013 \$	0.97
6	MAY	00081079401014Y	PHONE BILL	77325	05/15/2013 \$	3.05
2	MAY	9950007176	PHONE BILL	77325	05/15/2013 \$	219.99
Total for 100-000-12510-5230						\$ 1,531.94
100-000-12510-6001 OFFICE SUPPLIES						
VENDOR: CLARKE COUNTY TREASURER						
2	MAY	PETTY CASHMAY	BERRYVILLE AUTO	77255	05/15/2013 \$	11.74
VENDOR: DALY COMPUTERS, INC.						
1	MAY	PSI0958337	C2G USB 2.0	4088	05/31/2013 \$	42.00
Total for 100-000-12510-6001						\$ 53.74
100-000-12510-8207 EDP EQUIPMENT						
VENDOR: BB&T FINANCIAL, FSB						
11	MAY	9769-05/09	PROVANTAGE	77358	05/31/2013 \$	351.79
100-000-13100-3500 PRINTING AND BINDING						
VENDOR: WISECARVER COMMUNICATIONS, INC						
1	MAY	86801	BALLOTS FOR JUNE 11	77338	05/15/2013 \$	133.00
1	MAY	86802	LIEUTENANT GOV. BALLOTS	77338	05/15/2013 \$	133.00
Total for 100-000-13100-3500						\$ 266.00
100-000-13100-5210 POSTAL SERVICES						
VENDOR: PURCHASE POWER						
6	MAY	800090900195756	POSTAGE	77289	05/15/2013 \$	164.32
100-000-13100-5510 TRAVEL MILEAGE						
VENDOR: BOSSERMAN, BARBARA						
1	MAY	MILEAGEMAY	NAT. VOTER REG ACT TRAININ	4013	05/15/2013 \$	89.27
100-000-13200-5230 TELECOMMUNICATIONS						
VENDOR: AT&T MOBILITY						
10	MAY	2672X05012013	REGISTRAR	77245	05/15/2013 \$	47.23
VENDOR: TREASURER OF VIRGINIA						
22	MAY	T259074	MARCH 2013 PHONE BILL	4025	05/15/2013 \$	3.42
VENDOR: VERIZON						
5	MAY	000027268895MAY	PHONE BILL DUE MAY	77325	05/15/2013 \$	2.75
Total for 100-000-13200-5230						\$ 53.40
100-000-13200-5540 TRAVEL CONVENTION & EDUCATION						
VENDOR: BB&T FINANCIAL, FSB						
6	MAY	9769-05/09	SHERATON HOTEL RESV (TO GE	77358	05/31/2013 \$	210.18
7	MAY	9769-05/09	COMMONWEALTH PARK SUITES H	77358	05/31/2013 \$	283.12
Total for 100-000-13200-5540						\$ 493.30
100-000-21200-3320 MAINTENANCE SERVICE CONTRACT						
VENDOR: RICOH USA INC						

CLARKE COUNTY  
MAY 2013 VENDOR PAYMENTS  
Executed By: gilleya

PAGE: 5  
TIME: 15:20:32  
DATE: 06/05/2013

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
1	MAY	5025805924	MAINTENANCE SERVICE CONTRA	77290	05/15/2013 \$	57.54
100-000-21200-5230 TELECOMMUNICATIONS						
VENDOR: TREASURER OF VIRGINIA						
15	MAY	T259074	MARCH 2013 PHONE BILL	4025	05/15/2013 \$	116.27
VENDOR: VERIZON						
6	MAY	000027268895MAY	PHONE BILL DUE MAY	77325	05/15/2013 \$	37.07
5	MAY	00092572601596Y	PHONE BILL	77437	05/31/2013 \$	120.87
Total for 100-000-21200-5230						\$ 274.21
100-000-21500-5230 TELECOMMUNICATIONS						
VENDOR: TREASURER OF VIRGINIA						
17	MAY	T259074	MARCH 2013 PHONE BILL	4025	05/15/2013 \$	5.67
VENDOR: VERIZON						
7	MAY	000027268895MAY	PHONE BILL DUE MAY	77325	05/15/2013 \$	65.04
Total for 100-000-21500-5230						\$ 70.71
100-000-21500-6001 OFFICE SUPPLIES						
VENDOR: BANK OF CLARKE COUNTY						
1	MAY	1105221	DEPOSIT TICKETS	77249	05/15/2013 \$	76.50
100-000-21600-3320 MAINTENANCE SERVICE CONTRACT						
VENDOR: LOGAN SYSTEMS, INC						
1	MAY	44218	ANNUAL SERVICE FEE PER CON	4044	05/15/2013 \$	10,700.00
100-000-21600-3510 MICROFILMING						
VENDOR: LOGAN SYSTEMS, INC						
1	MAY	44276	COMPUTER INDEXING	4117	05/31/2013 \$	561.15
100-000-21600-5210 POSTAL SERVICES						
VENDOR: PURCHASE POWER						
7	MAY	800090900195756	POSTAGE	77289	05/15/2013 \$	392.75
100-000-21600-5230 TELECOMMUNICATIONS						
VENDOR: TREASURER OF VIRGINIA						
9	MAY	T259074	MARCH 2013 PHONE BILL	4025	05/15/2013 \$	5.94
VENDOR: VERIZON						
8	MAY	000027268895MAY	PHONE BILL DUE MAY	77325	05/15/2013 \$	65.94
Total for 100-000-21600-5230						\$ 71.88
100-000-21600-6001 OFFICE SUPPLIES						
VENDOR: COMMERCIAL PRESS						
1	MAY	108008	ENVELOPES	4086	05/31/2013 \$	108.88
100-000-21900-5230 TELECOMMUNICATIONS						
VENDOR: TREASURER OF VIRGINIA						
26	MAY	T259074	MARCH 2013 PHONE BILL	4025	05/15/2013 \$	10.42

CLARKE COUNTY  
MAY 2013 VENDOR PAYMENTS  
Executed By: gilleya

PAGE: 6  
TIME: 15:20:32  
DATE: 06/05/2013

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
=====						
100-000-22100-5210	POSTAL SERVICES					
VENDOR: CLARKE COUNTY TREASURER						
5	MAY	PETTY CASHMAY	USPS POSTAGE	77255	05/15/2013 \$	92.00
6	MAY	PETTY CASHMAY	USPS POSTAGE	77255	05/15/2013 \$	125.00
						-----
Total for 100-000-22100-5210						\$ 217.00
100-000-22100-5230	TELECOMMUNICATIONS					
VENDOR: TREASURER OF VIRGINIA						
10	MAY	T259074	MARCH 2013 PHONE BILL	4025	05/15/2013 \$	12.60
VENDOR: VERIZON						
9	MAY	000027268895MAY	PHONE BILL DUE MAY	77325	05/15/2013 \$	36.34
						-----
Total for 100-000-22100-5230						\$ 48.94
100-000-22100-5540	TRAVEL CONVENTION & EDUCATION					
VENDOR: ANNE M. WILLIAMS						
1	MAY	LODGING	LODGING MARRIOTT	4007	05/15/2013 \$	253.12
100-000-31200-3100	PROFESSIONAL SERVICES					
VENDOR: TREASURER OF VIRGINIA						
1	MAY	224363	CALIBRATION FEES	77428	05/31/2013 \$	14.12
VENDOR: TREASURER OF VIRGINIA						
1	MAY	224272	CALIBRATION FEES	77312	05/15/2013 \$	28.24
VENDOR: TRUESHRED						
1	MAY	14787	SHRED SERVICE	77432	05/31/2013 \$	129.00
VENDOR: WINCHESTER STAR						
1	MAY	1653668	SHERIFF DEPUTY ADVERTISEME	4077	05/15/2013 \$	227.00
						-----
Total for 100-000-31200-3100						\$ 398.36
100-000-31200-3310	REPAIR & MAINTENANCE					
VENDOR: BB&T FINANCIAL, FSB						
1	MAY	6657-05/09	CAR WASH	77358	05/31/2013 \$	13.99
3	MAY	6657-05/09	SHEMANDOAH HONDA	77358	05/31/2013 \$	176.96
VENDOR: BERRYVILLE AUTO PARTS INC						
2	MAY	5370-70875CORRE	UNDO - OIL FILTER/OIL/WASH	4010	05/15/2013 \$	131.67
VENDOR: BILL & BILL'S AUTO SERVICE, INC						
1	MAY	23699	CK SPEEDOMETER-2008 FORD	77359	05/31/2013 \$	40.00
VENDOR: BROY'S CAR WASH						
2	MAY	MAYSTATECORRECT	UNDO - CAR WASHES	4016	05/15/2013 \$	132.50
						-----
Total for 100-000-31200-3310						\$ 495.12
100-000-31200-3320	MAINTENANCE SERVICE CONTRACT					
VENDOR: TML COPIERS & DIGITAL SOLUTIONS						
1	MAY	144995	MAINTENANCE SERVICE CONTRA	4149	05/31/2013 \$	93.18
2	MAY	144995	EXCESS COPIES	4149	05/31/2013 \$	238.88
						-----
Total for 100-000-31200-3320						\$ 332.06

CLARKE COUNTY  
MAY 2013 VENDOR PAYMENTS  
Executed By: gilleya

PAGE: 7  
TIME: 15:20:32  
DATE: 06/05/2013

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
=====						
100-000-31200-5210			POSTAL SERVICES			
VENDOR: BB&T FINANCIAL, FSB						
1	MAY	6632-05/09	USPS	77358	05/31/2013 \$	19.02
100-000-31200-5230			TELECOMMUNICATIONS			
VENDOR: AT&T MOBILITY						
6	MAY	2672X05012013	SHERIFF'S DEPT	77245	05/15/2013 \$	1,201.56
VENDOR: TREASURER OF VIRGINIA						
23	MAY	T259074	MARCH 2013 PHONE BILL	4025	05/15/2013 \$	957.16
VENDOR: SPRINT DATA SERVICES						
1	MAY	862688664-027	CELL PHONE BILL	77304	05/15/2013 \$	63.59
VENDOR: VERIZON						
10	MAY	000027268895MAY	PHONE BILL DUE MAY	77325	05/15/2013 \$	582.67
			Total for 100-000-31200-5230		\$	2,804.98
100-000-31200-5530			TRAVEL SUBSISTANCE & LODGING			
VENDOR: BB&T FINANCIAL, FSB						
2	MAY	6608-05/09	FOOD/LODGING	77358	05/31/2013 \$	89.67
1	MAY	6665-05/09	ARBYS	77358	05/31/2013 \$	13.09
2	MAY	6665-05/09	LOGANS	77358	05/31/2013 \$	28.07
			Total for 100-000-31200-5530		\$	130.83
100-000-31200-5800			MISCELLANEOUS CHARGES			
VENDOR: NECI						
1	MAY	1209015	EMD PROTOCOLS UPGRADE	77403	05/31/2013 \$	2,495.00
100-000-31200-6001			OFFICE SUPPLIES			
VENDOR: BB&T FINANCIAL, FSB						
2	MAY	6558-05/09	BEST BUY	77358	05/31/2013 \$	52.49
3	MAY	6665-05/09	CORPORATE CONNECTION	77358	05/31/2013 \$	43.33
VENDOR: COMMERCIAL PRESS						
1	MAY	107931	BUSINESS CARDS	4086	05/31/2013 \$	44.20
VENDOR: DEHAVEN BERKELEY SPRINGS WATER CORP.						
1	MAY	47931	WATER	77259	05/15/2013 \$	18.85
			Total for 100-000-31200-6001		\$	158.87
100-000-31200-6007			REPAIR AND MAINTENANCE SUPPLIES			
VENDOR: BERRYVILLE AUTO PARTS INC						
1	MAY	5370-70875	OIL FILTER/OIL/WASHER FLUI	4010	05/15/2013 \$	131.67
1	MAY	5370-70875CORRE	MOVE TO 3310	4010	05/15/2013 \$	131.67-
1	MAY	5370-71206	OIL FILTER/OIL/WASH	4081	05/31/2013 \$	37.05
1	MAY	5370-71215	ABS CONTROLLER/LABOR	4081	05/31/2013 \$	805.63
1	MAY	5370-71227	WIPER BLADE	4081	05/31/2013 \$	17.98
1	MAY	5370-71357	REAR AXLE KIT/OIL SEAL/SYN	4081	05/31/2013 \$	401.48
1	MAY	5370-71471	OIL/FILTER/WASHER/ROTOR	4081	05/31/2013 \$	377.53
VENDOR: BROY'S CAR WASH						
1	MAY	MAYSTATECORRECT	MOVE TO 3310	4016	05/15/2013 \$	132.50-

CLARKE COUNTY  
MAY 2013 VENDOR PAYMENTS  
Executed By: gilleya

PAGE: 8  
TIME: 15:20:32  
DATE: 06/05/2013

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
1	MAY	MAYSTATEMENT	CAR WASH/VAC	4016	05/15/2013 \$	132.50
VENDOR: MANSFIELD OIL COMPANY						
1	MAY	SQLCD/00053168	FUEL PURCHASES 04/16-04/30	4046	05/15/2013 \$	2,644.32
VENDOR: TIRE WORLD						
1	MAY	547389	TIRES	77305	05/15/2013 \$	233.52
VENDOR: WINCHESTER AUTO GLASS						
1	MAY	WAG0004011	CHIP REPAIR	77335	05/15/2013 \$	75.00
Total for 100-000-31200-6007						\$ 4,592.51
100-000-31200-6008 VEHICLE AND EQUIP FUEL						
VENDOR: MANSFIELD OIL COMPANY						
1	MAY	SQLCD/00053916	FUEL PURCHASE	4120	05/31/2013 \$	2,903.48
100-000-31200-6010 POLICE SUPPLIES						
VENDOR: BERRYVILLE AUTO PARTS INC						
1	MAY	10063822	BATTERIES FOR FLASHLIGHTS	4010	05/15/2013 \$	32.89
VENDOR: INTOXIMETERS						
1	MAY	391417	DRYGAS	77385	05/31/2013 \$	134.00
VENDOR: TOWN POLICE SUPPLY						
2	MAY	R76685	POLICE SUPPLIES	77310	05/15/2013 \$	813.75
Total for 100-000-31200-6010						\$ 980.64
100-000-31200-6011 UNIFORM AND WEARING APPAREL						
VENDOR: BB&T FINANCIAL, FSB						
3	MAY	6558-05/09	WALMART	77358	05/31/2013 \$	9.93
VENDOR: BEST UNIFORMS, INC.						
1	MAY	295095	PANT VA SHERIFF	4012	05/15/2013 \$	48.35
1	MAY	296936	SHIRTS	4083	05/31/2013 \$	177.99
VENDOR: CHIEF SUPPLY CORP						
1	MAY	247364	MISC SUPPLIES	77365	05/31/2013 \$	83.65
VENDOR: GALLS, AN ARARMARK CO., LLC						
2	MAY	000533056	UNIFORM SUPPLIES	77265	05/15/2013 \$	15.00
1	MAY	000574061	UNIFORM SUPPLIES	77265	05/15/2013 \$	84.14
1	MAY	000574657	UNIFORM SUPPLIES	77265	05/15/2013 \$	28.00
1	MAY	000580122	UNIFORM SUPPLIES	77265	05/15/2013 \$	121.00
1	MAY	000583659	BOOTS	77265	05/15/2013 \$	196.00
VENDOR: VR ID CARDS						
1	MAY	3468	PHOTO ID CARDS	77332	05/15/2013 \$	11.00
Total for 100-000-31200-6011						\$ 775.06
100-000-32100-5230 TELECOMMUNICATIONS						
VENDOR: TREASURER OF VIRGINIA						
12	MAY	T259074	MARCH 2013 PHONE BILL	4025	05/15/2013 \$	1.98
VENDOR: VERIZON						
11	MAY	000027268895MAY	PHONE BILL DUE MAY	77325	05/15/2013 \$	62.42



CLARKE COUNTY  
MAY 2013 VENDOR PAYMENTS  
Executed By: gilleya

PAGE: 9  
TIME: 15:20:32  
DATE: 06/05/2013

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
Total for 100-000-32100-5230						\$ 64.40
100-000-33300-5230			TELECOMMUNICATIONS			
VENDOR:	TREASURER OF VIRGINIA					
21	MAY	T259074	MARCH 2013 PHONE BILL	4025	05/15/2013	\$ 5.32
VENDOR:	VERIZON					
12	MAY	000027268895MAY	PHONE BILL DUE MAY	77325	05/15/2013	\$ 30.84
Total for 100-000-33300-5230						\$ 36.16
100-000-34100-3320			MAINTENANCE SERVICE CONTRACT			
VENDOR:	TML COPIERS & DIGITAL SOLUTIONS					
1	MAY	1454411	MAINTENANCE SVC CONTRACT	4149	05/31/2013	\$ 67.95
100-000-34100-5210			POSTAL SERVICES			
VENDOR:	PURCHASE POWER					
13	MAY	800090900195756	POSTAGE	77289	05/15/2013	\$ 16.20
100-000-34100-5230			TELECOMMUNICATIONS			
VENDOR:	AT&T MOBILITY					
4	MAY	2672X05012013	BUILDING DEPT	77245	05/15/2013	\$ 25.30
VENDOR:	TREASURER OF VIRGINIA					
6	MAY	T259074	MARCH 2013 PHONE BILL	4025	05/15/2013	\$ 5.39
VENDOR:	VERIZON					
13	MAY	000027268895MAY	PHONE BILL DUE MAY	77325	05/15/2013	\$ 33.59
Total for 100-000-34100-5230						\$ 64.08
100-000-34100-6001			OFFICE SUPPLIES			
VENDOR:	QUILL CORPORATION					
1	MAY	2604879	FAX MACHINE	4132	05/31/2013	\$ 149.99
100-000-34100-6008			VEHICLE AND EQUIP FUEL			
VENDOR:	MANSFIELD OIL COMPANY					
2	MAY	SQLCD/00053129	FUEL PURCHASES 04/16-04/30	4046	05/15/2013	\$ 100.90
2	MAY	SQLCD/00053875	FUEL-BLDG DEPT	4120	05/31/2013	\$ 46.07
Total for 100-000-34100-6008						\$ 146.97
100-000-35100-3100			PROFESSIONAL SERVICES			
VENDOR:	HARRISON EQUINE PLLC					
1	MAY	5368	ANIMAL VET CARE	77268	05/15/2013	\$ 615.00
VENDOR:	HILLSIDE VETERINARY HOSPITAL					
1	MAY	19892	RABIES CANINE 3 YEAR	4036	05/15/2013	\$ 12.82
1	MAY	318189	RABIES CANINE 3 YEAR	4036	05/15/2013	\$ 12.82
1	MAY	318415	RABIES CANINE 3 YEAR	4036	05/15/2013	\$ 12.82
1	MAY	318809	EXAMINATION	4036	05/15/2013	\$ 53.25
1	MAY	318814	CANINE 3 YEAR BOOSTER	4036	05/15/2013	\$ 12.82
1	MAY	318818	PROFESSIONAL SERVICES	4036	05/15/2013	\$ 138.75
1	MAY	318821	PROFESSIONAL SERVICES	4036	05/15/2013	\$ 99.00
1	MAY	318823	EXAMINATION	4036	05/15/2013	\$ 42.37

CLARKE COUNTY  
MAY 2013 VENDOR PAYMENTS  
Executed By: gilleya

PAGE: 10  
TIME: 15:20:32  
DATE: 06/05/2013

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
Total for 100-000-35100-3100						\$ 999.65
100-000-35100-5230	TELECOMMUNICATIONS					
VENDOR: AT&T MOBILITY						
2	MAY	2672X05012013	ANIMAL CONTROL	77245	05/15/2013	\$ 12.55
VENDOR: TREASURER OF VIRGINIA						
2	MAY	T259074	MARCH 2013 PHONE BILL	4025	05/15/2013	\$ 5.04
VENDOR: VERIZON						
14	MAY	000027268895MAY	PHONE BILL DUE MAY	77325	05/15/2013	\$ 88.53
Total for 100-000-35100-5230						\$ 106.12
100-000-35100-6008	VEHICLE AND EQUIP FUEL					
VENDOR: MANSFIELD OIL COMPANY						
1	MAY	SQLCD/00053129	FUEL PURCHASES 04/16-04/30	4046	05/15/2013	\$ 113.64
1	MAY	SQLCD/00053875	FUEL-ANIMAL CONTROL	4120	05/31/2013	\$ 72.16
Total for 100-000-35100-6008						\$ 185.80
100-000-35600-5230	TELECOMMUNICATIONS					
VENDOR: AT&T MOBILITY						
1	MAY	0231044469MAY	PHONE BILL	77246	05/15/2013	\$ 77.22
5	MAY	2672X05012013	E-911 DEPT	77245	05/15/2013	\$ 100.75
VENDOR: TREASURER OF VIRGINIA						
1	MAY	T259074	MARCH 2013 PHONE BILL	4025	05/15/2013	\$ 392.74
VENDOR: VERIZON						
5	MAY	00001224519338Y	PHONE BILL	77325	05/15/2013	\$ 1,267.30
15	MAY	000027268895MAY	PHONE BILL DUE MAY	77325	05/15/2013	\$ 138.58
5	MAY	00081080039332Y	PHONE BILL	77325	05/15/2013	\$ 32.67
Total for 100-000-35600-5230						\$ 2,009.26
100-000-35600-5420	TOWER LEASE					
VENDOR: SHEN. VALLEY TELEVISION TOWER						
1	MAY	JUNERENT	TOWER/TRANSMITTER/ANTENNA	4059	05/15/2013	\$ 2,070.00
100-000-35600-5540	TRAVEL CONVENTION & EDUCATION					
VENDOR: HESS, PAM						
1	MAY	APCO/MILEAGE	MILEAGE FOR APCO TRAINING	4107	05/31/2013	\$ 262.16
VENDOR: WHITE, REBECCA A						
1	MAY	REIMBURSEMENT	MEALS	4074	05/15/2013	\$ 16.40
Total for 100-000-35600-5540						\$ 278.56
100-000-35600-6014	OTHER OPERATING SUPPLIES					
VENDOR: QUILL CORPORATION						
1	MAY	2099653	PRINTER	4055	05/15/2013	\$ 99.99
100-000-42400-3840	PURCHASED SERVICES					
VENDOR: TREASURER, FREDERICK COUNTY						
1	MAY	2105-0005	REFUSE	77313	05/15/2013	\$ 906.00

CLARKE COUNTY  
MAY 2013 VENDOR PAYMENTS  
Executed By: gilleya

PAGE: 11  
TIME: 15:20:32  
DATE: 06/05/2013

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
1	MAY	80001-0005	REFUSE	77313	05/15/2013 \$	145.68
Total for 100-000-42400-3840						\$ 1,051.68
100-000-42600-6014 OTHER OPERATING SUPPLIES						
VENDOR: ALLIED WASTE SERVICES #976						
1	MAY	0976-000310128	BASIC SERVICE	77240	05/15/2013 \$	150.00
100-000-42700-3840 PURCHASED SERVICES						
VENDOR: FREDERICK-WINCHESTER SERVICE AUTHORITY						
1	MAY	151	APRIL 2013 MONTHLY SERVICE	4100	05/31/2013 \$	2,206.36
100-000-43200-3320 MAINTENANCE SERVICE CONTRACT						
VENDOR: ALLIED WASTE SERVICES #976						
1	MAY	0976-000308796	SERVICE	77240	05/15/2013 \$	546.29
2	MAY	0976-000308796	MAINTENANCE SERVICE CONTRA	77240	05/15/2013 \$	109.87
VENDOR: SERVICE MASTER JANITORIAL SERVICES, INC.						
1	MAY	966	CLEANING SERVICES	4139	05/31/2013 \$	3,138.98
Total for 100-000-43200-3320						\$ 3,795.14
100-000-43200-3600 ADVERTISING						
VENDOR: WINCHESTER STAR						
14	MAY	1679471	RFP PLUMBING	4077	05/15/2013 \$	42.90
100-000-43200-5130 WATER & SEWAGE SERVICES						
VENDOR: DEHAVEN BERKELEY SPRINGS WATER CORP.						
1	MAY	47930	WATER	77259	05/15/2013 \$	6.95
100-000-43200-5230 TELECOMMUNICATIONS						
VENDOR: AT&T MOBILITY						
3	MAY	2672X05012013	GOVT MAINT	77245	05/15/2013 \$	132.11
VENDOR: TREASURER OF VIRGINIA						
4	MAY	T259074	MARCH 2013 PHONE BILL	4025	05/15/2013 \$	2.93
18	MAY	T259074	MARCH 2013 PHONE BILL	4025	05/15/2013 \$	5.18
VENDOR: VERIZON						
16	MAY	000027268895MAY	PHONE BILL DUE MAY	77325	05/15/2013 \$	112.36
Total for 100-000-43200-5230						\$ 252.58
100-000-43200-6005 LAUNDRY, HOUSEKEEPING, & JANITORIAL						
VENDOR: GENERAL SALES OF VIRGINIA						
1	MAY	213004696	CAN LINER/T.P./TOWELS/DISH	4031	05/15/2013 \$	702.74
1	MAY	213004992	DISH DETERGENT	4031	05/15/2013 \$	48.00
1	MAY	213005674	LAUNDRY, HOUSEKEEPING, & J	4101	05/31/2013 \$	983.58
Total for 100-000-43200-6005						\$ 1,734.32
100-000-43200-6007 REPAIR AND MAINTENANCE SUPPLIES						
VENDOR: BERRYVILLE AUTO PARTS INC						
1	MAY	10063904	LIGHTING SUPPLIES/CHARGER	4081	05/31/2013 \$	144.94
1	MAY	10063956	POUCH/SUPPLIES	4081	05/31/2013 \$	338.98

CLARKE COUNTY  
MAY 2013 VENDOR PAYMENTS  
Executed By: gilleya

PAGE: 12  
TIME: 15:20:32  
DATE: 06/05/2013

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
1	MAY	5370-71370	KEY	4081	05/31/2013 \$	2.48
3	MAY	SHIPPING CHGS	SHIPPING CHARGES	4081	05/31/2013 \$	12.96
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	MAY	063427	56171 - PRIMER BULB	4011	05/15/2013 \$	13.99
1	MAY	063479	56171 - BUNGEE CORD	4011	05/15/2013 \$	17.99
1	MAY	063489	56171 - CLR SHEETING	4011	05/15/2013 \$	23.98
1	MAY	063540	56171 - NUTS/WASHERS	4011	05/15/2013 \$	4.80
1	MAY	063544	56171 - BAST FILE	4011	05/15/2013 \$	7.49
2	MAY	063729	56147 - ELEC TAPE,DR STOPS	4082	05/31/2013 \$	10.07
VENDOR: LOWE'S OF WINCHESTER						
1	MAY	34991986	LATEX PAINT	77276	05/15/2013 \$	17.00
VENDOR: MCCORMICK PAINT						
1	MAY	230109537	FIELD MARKING PAINT-SCHOOL	77278	05/15/2013 \$	1,404.00
VENDOR: SHANNON-BAUM SIGNS INC						
1	MAY	0190409-IN	STREET SIGN	4141	05/31/2013 \$	135.00
Total for 100-000-43200-6007						\$ 2,133.68
100-000-43200-6008 VEHICLE AND EQUIP FUEL						
VENDOR: MANSFIELD OIL COMPANY						
4	MAY	SQLCD/00053129	FUEL PURCHASES 04/16-04/30	4046	05/15/2013 \$	75.94
5	MAY	SQLCD/00053129	FUEL PURCHASES 04/16-04/30	4046	05/15/2013 \$	126.35
4	MAY	SQLCD/00053875	FUEL-MAINTENANCE	4120	05/31/2013 \$	261.53
Total for 100-000-43200-6008						\$ 463.82
100-000-43200-8201 MACHINERY & EQUIPMENT						
VENDOR: GORDON BANNERMAN, LTD.						
1	MAY	13194	MACHINERY & EQUIPMENT	77379	05/31/2013 \$	1,536.95
VENDOR: LOWE'S OF WINCHESTER						
1	MAY	37450850	WASHERS/DRILL	77393	05/31/2013 \$	256.64
Total for 100-000-43200-8201						\$ 1,793.59
100-000-43202-3310 REPAIR & MAINTENANCE						
VENDOR: ARC WATER TREATMENT OF MARYLAND, INC.						
5	MAY	353941	WATER TREATMENT	77244	05/15/2013 \$	68.97
VENDOR: MIKE COOK PAINTING SERVICE						
1	MAY	05/05INVOICE	PAINTING OF BOARD ROOM	77398	05/31/2013 \$	2,004.30
VENDOR: RIDDLEBERGER BROS INC						
1	MAY	76767	RESET CHILLER LOW PRESSUR	4137	05/31/2013 \$	634.58
VENDOR: SERVICE MASTER JANITORIAL SERVICES, INC.						
1	MAY	1014	CONSTRUCTION CLEANUP	4139	05/31/2013 \$	47.02
1	MAY	1015	CONSTRUCTION CLEANUP	4139	05/31/2013 \$	56.43
VENDOR: SERVICEMASTER COMMERCIAL CLEANING OF WIN						
1	MAY	952	CLEANING SERVICES	4058	05/15/2013 \$	230.42
Total for 100-000-43202-3310						\$ 3,041.72
100-000-43202-3320 MAINTENANCE SERVICE CONTRACTS						

CLARKE COUNTY  
MAY 2013 VENDOR PAYMENTS  
Executed By: gilleya

PAGE: 13  
TIME: 15:20:32  
DATE: 06/05/2013

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
VENDOR: SERVICE MASTER JANITORIAL SERVICES, INC.						
1	MAY	955	CLEANING SERVICES	4139	05/31/2013 \$	188.10
2	MAY	966	CLEANING SERVICES	4139	05/31/2013 \$	1,865.08
Total for 100-000-43202-3320						\$ 2,053.18
100-000-43202-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
9	MAY	1149385761	101 CHALMERS CT	4133	05/31/2013 \$	2,046.68
100-000-43202-5120 HEATING SERVICES						
VENDOR: WASHINGTON GAS						
9	MAY	3980059517	101 CHALMERS CT	77419	05/31/2013 \$	176.53
100-000-43202-5130 WATER & SEWAGE SERVICES						
VENDOR: TOWN OF BERRYVILLE						
7	MAY	4190099.00 98	101 CHALMERS CT	77309	05/15/2013 \$	74.27
100-000-43202-6007 REPAIR AND MAINT SUPPLIES						
VENDOR: BB&T FINANCIAL, FSB						
2	MAY	1092-05/09	CAPITOL BUILDING SUPPLY	77358	05/31/2013 \$	217.90
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	MAY	063627	56171 - CUT FILE/TAPE	4082	05/31/2013 \$	7.39
VENDOR: LOWE'S OF WINCHESTER						
1	MAY	063666	56171 - KEY	77393	05/31/2013 \$	1.25
VENDOR: NORVAC LOCK TECHNOLOGY INC						
1	MAY	119642	TUBULAR KEYS	4128	05/31/2013 \$	13.79
Total for 100-000-43202-6007						\$ 240.33
100-000-43205-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
7	MAY	4455288888	129 RAMSBURG LANE	4133	05/31/2013 \$	206.68
100-000-43206-3310 REPAIR & MAINTENANCE						
VENDOR: ANDERSON CONTROL INC						
1	MAY	12071	SERVICE CALL	4006	05/15/2013 \$	198.49
VENDOR: NATIONAL ELEVATOR INSPECTION SERV., INC.						
1	MAY	0111059	ANNUAL PRESSURE TEST	4051	05/15/2013 \$	137.00
Total for 100-000-43206-3310						\$ 335.49
100-000-43206-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
11	MAY	2048188888	102 CHURCH ST	4133	05/31/2013 \$	703.13
5	MAY	7658188888	ANIMAL SHELTER	4133	05/31/2013 \$	333.84
4	MAY	8894188888	1531 SPRINGSBERRY ROAD	4133	05/31/2013 \$	174.32
Total for 100-000-43206-5110						\$ 1,211.29
100-000-43206-5120 HEATING SERVICES						

CLARKE COUNTY  
MAY 2013 VENDOR PAYMENTS  
Executed By: gilleya

PAGE: 14  
TIME: 15:20:32  
DATE: 06/05/2013

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
=====						
VENDOR:	WASHINGTON GAS					
5	MAY	3980048510	100 N CHURCH ST	77419	05/31/2013 \$	90.88
100-000-43206-5130			WATER & SEWAGE SERVICES			
VENDOR:	DEHAVEN BERKELEY SPRINGS WATER CORP.					
1	MAY	47932	WATER	77259	05/15/2013 \$	6.95
VENDOR:	TOWN OF BERRYVILLE					
1	MAY	100400.00 98	100 N CHURCH ST	77309	05/15/2013 \$	838.66
			Total for 100-000-43206-5130		\$	845.61
100-000-43207-5110			ELECTRICAL SERVICES			
VENDOR:	RAPPAHANNOCK ELEC COMPANY					
10	MAY	2048188888	102 CHURCH ST	4133	05/31/2013 \$	2,238.20
100-000-43207-6007			REPAIR AND MAINT SUPPLIES			
VENDOR:	BERRYVILLE TRUE VALUE HARDWARE					
1	MAY	063498	56171 - PLATE/DW CORNER BR	4011	05/15/2013 \$	10.78
VENDOR:	LOWE'S OF WINCHESTER					
1	MAY	8833563	2 K BRUHE	77276	05/15/2013 \$	21.33
			Total for 100-000-43207-6007		\$	32.11
100-000-43208-3310			REPAIR & MAINTENANCE			
VENDOR:	THOMAS PLUMBING & HEATING, INC.					
1	MAY	PS21670	SEWERLINE STOPPAGE	4069	05/15/2013 \$	551.25
1	MAY	PS21671	SEWERLINE STOPPAGE	4069	05/15/2013 \$	530.48
1	MAY	PS21684	SEWERLINE REPAIR	4069	05/15/2013 \$	330.00
1	MAY	PS21686	SEWERLINE REPAIR	4069	05/15/2013 \$	330.00
1	MAY	PS21694	SEWERLINE REPAIR	4069	05/15/2013 \$	258.27
2	MAY	PS21694	SEWERLINE REPAIR	4069	05/15/2013 \$	71.73
			Total for 100-000-43208-3310		\$	2,071.73
100-000-43208-5110			ELECTRICAL SERVICES			
VENDOR:	RAPPAHANNOCK ELEC COMPANY					
12	MAY	2048188888	102 CHURCH ST	4133	05/31/2013 \$	564.63
100-000-43208-5120			HEATING SERVICES			
VENDOR:	WASHINGTON GAS					
5	MAY	3980048718	104 N CHURCH ST	77419	05/31/2013 \$	126.48
100-000-43208-5130			WATER & SEWAGE SERVICES			
VENDOR:	TOWN OF BERRYVILLE					
4	MAY	1003900.00 98	104 N CHURCH ST	77309	05/15/2013 \$	22.07
100-000-43208-6007			REPAIR AND MAINT SUPPLIES			
VENDOR:	BB&T FINANCIAL, FSB					
1	MAY	1092-05/09	CAPITOL BUILDING SUPPLY	77358	05/31/2013 \$	160.40
10	MAY	9769-05/09	ROOF CENTER	77358	05/31/2013 \$	127.80
VENDOR:	BERRYVILLE TRUE VALUE HARDWARE					
1	MAY	063457	56171 - DRY SCREW/DRYWALL	4011	05/15/2013 \$	13.56

CLARKE COUNTY  
MAY 2013 VENDOR PAYMENTS  
Executed By: gilleya

PAGE: 15  
TIME: 15:20:32  
DATE: 06/05/2013

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
VENDOR: LOWE'S OF WINCHESTER						
1	MAY	2857720	DRYWALL SAND SCREEN/FILTER	77276	05/15/2013	\$ 47.82
Total for 100-000-43208-6007						\$ 349.58
100-000-43209-5130 WATER & SEWAGE SERVICES						
VENDOR: TOWN OF BERRYVILLE						
8	MAY	9001800.00 98	MAINT FACILITY	77309	05/15/2013	\$ 15.50
100-000-43210-3310 REPAIR & MAINTENANCE						
VENDOR: ANDERSON CONTROL INC						
1	MAY	012711	CLARKE COUNTY ADMIN OFFICE	4006	05/15/2013	\$ 216.00
100-000-43210-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
4	MAY	0775388888	524 WESTWOOD ROAD	4133	05/31/2013	\$ 99.53
100-000-43210-5120 HEATING SERVICES						
VENDOR: EMMART OIL COMPANY						
1	MAY	1909096	OIL	4093	05/31/2013	\$ 205.73
100-000-43211-3600 ADVERTISING						
VENDOR: WINCHESTER STAR						
9	MAY	1679471	CREDIT FOR DUPLICATE INVOI	4077	05/15/2013	\$ 171.60
100-000-43211-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
16	MAY	2750088888	225 AL SMITH	4133	05/31/2013	\$ 1,777.30
100-000-43211-5130 WATER & SEWAGE SERVICES						
VENDOR: TOWN OF BERRYVILLE						
4	MAY	9001300.00 98	RT 7 WEST REC CE	77309	05/15/2013	\$ 186.00
100-000-43211-6007 REPAIR AND MAINT SUPPLIES						
VENDOR: HPG WINDOW AND DOORS						
2	MAY	SI-042784	KEY BLANKS	77383	05/31/2013	\$ 613.91
100-000-43212-3310 REPAIR & MAINTENANCE						
VENDOR: GREEN'S SEPTIC SERVICE						
1	MAY	05-01-2013	SERVICE	4032	05/15/2013	\$ 75.00
VENDOR: THOMAS PLUMBING & HEATING, INC.						
1	MAY	PS21641	TURNED WATER ONTO HYDRANTS	4069	05/15/2013	\$ 427.66
Total for 100-000-43212-3310						\$ 502.66
100-000-43212-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
28	MAY	1650088888	225 AL SMITH	4133	05/31/2013	\$ 7.64
29	MAY	1650088888	225 AL SMITH	4133	05/31/2013	\$ 7.53
30	MAY	1650088888	225 AL SMITH	4133	05/31/2013	\$ 14.72
32	MAY	1650088888	225 AL SMITH	4133	05/31/2013	\$ 19.21

CLARKE COUNTY  
MAY 2013 VENDOR PAYMENTS  
Executed By: gilleya

PAGE: 16  
TIME: 15:20:32  
DATE: 06/05/2013

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
33	MAY	1650088888	225 AL SMITH	4133	05/31/2013 \$	7.54
35	MAY	1650088888	225 AL SMITH	4133	05/31/2013 \$	12.74
36	MAY	1650088888	225 AL SMITH	4133	05/31/2013 \$	65.90
17	MAY	2750088888	225 AL SMITH	4133	05/31/2013 \$	246.36
18	MAY	2750088888	225 AL SMITH	4133	05/31/2013 \$	151.20
Total for 100-000-43212-5110						\$ 532.84
100-000-43212-5130 WATER & SEWAGE SERVICES						
VENDOR: TOWN OF BERRYVILLE						
4	MAY	9001200.00 98	LITTLE LEAGUE	77309	05/15/2013 \$	77.50
4	MAY	9001500.00 98	ROUTE 7 WEST HOUSE	77309	05/15/2013 \$	118.26
Total for 100-000-43212-5130						\$ 195.76
100-000-43213-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
31	MAY	1650088888	225 AL SMITH	4133	05/31/2013 \$	56.53
20	MAY	2750088888	225 AL SMITH	4133	05/31/2013 \$	41.49
Total for 100-000-43213-5110						\$ 98.02
100-000-43213-5130 WATER & SEWAGE SERVICES						
VENDOR: TOWN OF BERRYVILLE						
4	MAY	9001400.00 98	ROUTE 7 WEST POOL	77309	05/15/2013 \$	11.04
100-000-43213-6007 REPAIR AND MAINT SUPPLIES						
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	MAY	063460	56171 - GALV PLUG	4011	05/15/2013 \$	2.69
1	MAY	063703	56171 - NUTS, WASHERS	4082	05/31/2013 \$	8.80
1	MAY	063724	56171 - NUTS, WASHERS	4082	05/31/2013 \$	10.00
1	MAY	063752	56171- BRUSHES, GREASE, LIQ	4082	05/31/2013 \$	20.16
VENDOR: THOMAS PLUMBING & HEATING, INC.						
1	MAY	S22213	GASKET MATERIAL FOR POOL	4147	05/31/2013 \$	39.50
Total for 100-000-43213-6007						\$ 81.15
100-000-43214-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
34	MAY	1650088888	225 AL SMITH	4133	05/31/2013 \$	105.14
100-000-43214-6007 REPAIR AND MAINT SUPPLIES						
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	MAY	063614	56171 - CONCRETE	4082	05/31/2013 \$	9.98
1	MAY	063634	56171 - WASHER/BIT	4082	05/31/2013 \$	32.28
VENDOR: FROGALE LUMBER SUPPLY						
1	MAY	191624	CONCRETE	77375	05/31/2013 \$	220.44
VENDOR: W W GRAINGER, INC						
1	MAY	9127003409	EYEBOLT TURNED WIRED	77266	05/15/2013 \$	45.18
1	MAY	9128068906	EYEBOLT	77266	05/15/2013 \$	75.30
Total for 100-000-43214-6007						\$ 383.18
100-000-43215-3310 REPAIR & MAINTENANCE						



CLARKE COUNTY  
MAY 2013 VENDOR PAYMENTS  
Executed By: gilleya

PAGE: 17  
TIME: 15:20:32  
DATE: 06/05/2013

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
VENDOR: BOYER LANDSCAPES, INC.						
1	MAY	11173	SPRING START UP-SOCCER FIE	77361	05/31/2013	\$ 320.00
100-000-43215-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
19	MAY	2750088888	225 AL SMITH	4133	05/31/2013	\$ 27.12
100-000-43236-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
5	MAY	3750088888	36 E MAIN STREET	4133	05/31/2013	\$ 45.76
100-000-43236-5130 WATER & SEWAGE SERVICES						
VENDOR: TOWN OF BERRYVILLE						
4	MAY	1004800.00 98	36 E MAIN ST	77309	05/15/2013	\$ 11.04
100-000-43237-3310 REPAIR & MAINTENANCE						
VENDOR: THOMAS PLUMBING & HEATING, INC.						
1	MAY	PS21629	MATERIAL FOR CC SOC SERVIC	4069	05/15/2013	\$ 962.04
100-000-43237-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
4	MAY	0801388888	313 E MAIN STREET	4133	05/31/2013	\$ 123.12
4	MAY	4980388888	311 E MAIN ST	4133	05/31/2013	\$ 555.38
Total for 100-000-43237-5110						\$ 678.50
100-000-43237-5130 WATER & SEWAGE SERVICES						
VENDOR: TOWN OF BERRYVILLE						
4	MAY	2010600.00 98	313 E MAIN ST	77309	05/15/2013	\$ 22.07
4	MAY	2010700.00 98	311 E MAIN ST	77309	05/15/2013	\$ 44.14
Total for 100-000-43237-5130						\$ 66.21
100-000-43237-6007 REPAIR AND MAINT SUPPLIES						
VENDOR: BB&T FINANCIAL, FSB						
9	MAY	9769-05/09	MR LOCK	77358	05/31/2013	\$ 95.62
VENDOR: NORVAC LOCK TECHNOLOGY INC						
1	MAY	119611	LOCK/KEYS	4053	05/15/2013	\$ 15.50
Total for 100-000-43237-6007						\$ 112.12
100-000-51100-5610 CIVIC CONTRIBUTIONS						
VENDOR: LORD FAIRFAX HEALTH DISTRICT						
1	MAY	4THQTR FY2013	LOCAL COMMITMENT 4TH QTR F	77275	05/15/2013	\$ 49,750.00
100-000-53500-5699 CIVIC CONTRIBUTIONS						
VENDOR: LAUREL CENTER, THE						
1	MAY	MAY 13 INVOICE	PROGRAMMING SUPPORT	77391	05/31/2013	\$ 2,000.00
100-000-69100-5699 CIVIC CONTRIBUTIONS						
VENDOR: LORD FAIRFAX COMMUNITY COLLEGE						

CLARKE COUNTY  
MAY 2013 VENDOR PAYMENTS  
Executed By: gilleya

PAGE: 18  
TIME: 15:20:32  
DATE: 06/05/2013

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
1	MAY	3533	CC CONTRIBUTION APRIL 1-JU	77274	05/15/2013 \$	3,588.75
100-000-71100-3320 MAINTENANCE SERVICE CONTRACT						
VENDOR: DDL BUSINESS SYSTEMS LLC						
1	MAY	52510	OVERAGE	4024	05/15/2013 \$	174.74
100-000-71100-5210 POSTAL SERVICES						
VENDOR: PURCHASE POWER						
8	MAY	800090900195756	POSTAGE	77289	05/15/2013 \$	126.36
100-000-71100-5230 TELECOMMUNICATIONS						
VENDOR: TREASURER OF VIRGINIA						
19	MAY	T259074	MARCH 2013 PHONE BILL	4025	05/15/2013 \$	16.18
VENDOR: VERIZON						
17	MAY	000027268895MAY	PHONE BILL DUE MAY	77325	05/15/2013 \$	120.22
Total for 100-000-71100-5230						\$ 136.40
100-000-71100-5540 TRAVEL CONVENTION. & EDUCATION						
VENDOR: VRPS						
1	MAY	SMRGAME 2013	SUMMER GAME BONANZA	77440	05/31/2013 \$	60.00
100-000-71100-5810 DUES & MEMBERSHIPS						
VENDOR: VIRGINIA DEPT OF SOCIAL SVC						
1	MAY	BACKGROUND MAY 8	BACKGROUND CHECK	77438	05/31/2013 \$	7.00
2	MAY	BACKGROUND MAY 8	BACKGROUND CHECK	77438	05/31/2013 \$	7.00
VENDOR: VIRGINIA STATE POLICE						
1	MAY	BACKGROUND MAY 8	BACKGROUND CHECK	77439	05/31/2013 \$	20.00
2	MAY	BACKGROUND MAY 8	BACKGROUND CHECK	77439	05/31/2013 \$	20.00
Total for 100-000-71100-5810						\$ 54.00
100-000-71100-6001 OFFICE SUPPLIES						
VENDOR: BB&T FINANCIAL, FSB						
1	MAY	6723 - 05/13	RCPT BOOKS	77358	05/31/2013 \$	18.98
VENDOR: WINCHESTER PRINTERS, INC.						
1	MAY	26004	ENVELOPES	4076	05/15/2013 \$	226.50
Total for 100-000-71100-6001						\$ 245.48
100-000-71100-6003 AGRICULTURAL SUPPLIES						
VENDOR: HORTON'S NURSERY, INC.						
1	MAY	600990	MULCH	77380	05/31/2013 \$	554.00
100-000-71100-6008 VEHICLE AND EQUIP FUEL						
VENDOR: MANSFIELD OIL COMPANY						
6	MAY	SQLCD/00053129	FUEL PURCHASES 04/16-04/30	4046	05/15/2013 \$	82.20
5	MAY	SQLCD/00053875	FUEL-PARKS & REC	4120	05/31/2013 \$	16.66
Total for 100-000-71100-6008						\$ 98.86
100-000-71100-6011 UNIFORM AND WEARING APPAREL						

CLARKE COUNTY  
MAY 2013 VENDOR PAYMENTS  
Executed By: gilleya

PAGE: 19  
TIME: 15:20:32  
DATE: 06/05/2013

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/BFT Date	Amount
VENDOR: SIGNET SCREEN PRINTING						
1	MAY	E82888	TSHIRTS AND PRINTING	77422	05/31/2013 \$	247.40
100-000-71100-6014 OTHER OPERATING SUPPLIES						
VENDOR: CLARKE COUNTY PARKS & RECREATION						
1	MAY	POOL/CONCESS \$	POOL AND CONCESSION STARTU	77254	05/15/2013 \$	350.00
2	MAY	POOL/CONCESS \$	VOID VOUCHER TRANSACTION P	77254	05/15/2013 \$	350.00-
VENDOR: MOORE MEDICAL, LLC						
1	MAY	97737116I	FIRST AID SUPPLIES	77401	05/31/2013 \$	100.00
Total for 100-000-71100-6014						\$ 100.00
100-000-71310-6002 FOOD SUPPLIES & FOOD SERVICE SUPPLIE						
VENDOR: WALMART COMMUNITY/GEGRB						
3	MAY	202000560731MAY	SNACKS	77442	05/31/2013 \$	169.68
100-000-71310-6013 EDUCATIONAL AND RECREATIONAL SUPPLIE						
VENDOR: GLOBAL EQUIPMENT COMPANY						
1	MAY	105683686	CORK BULLETIN BOARD	77378	05/31/2013 \$	226.27
1	MAY	105688331	GYMWIPES	77378	05/31/2013 \$	181.48
VENDOR: ROBERTS OXYGEN COMPANY, INC						
1	MAY	21834 APRILSTAT	212589 INVOICE AND K81778	77291	05/15/2013 \$	35.06
Total for 100-000-71310-6013						\$ 442.81
100-000-71310-6014 OTHER OPERATING SUPPLIES						
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	MAY	63510	55140 - LOCK, CHAIN	4082	05/31/2013 \$	39.83
100-000-71310-6015 MERCHANDISE FOR RESALE						
VENDOR: WALMART COMMUNITY/GEGRB						
2	MAY	202000560731MAY	SNACKS	77442	05/31/2013 \$	11.82
100-000-71320-6011 UNIFORM AND WEARING APPAREL						
VENDOR: BB&T FINANCIAL, FSB						
3	MAY	6723 - 05/13	WHISTLES & LANYARDS	77358	05/31/2013 \$	56.70
100-000-71320-6013 EDUCATIONAL AND RECREATIONAL SUPPLIE						
VENDOR: KRAMES STAYWELL, LLC						
1	MAY	6889606	LIFEGUARD MANUALS, CPR POC	77388	05/31/2013 \$	405.52
100-000-71320-6014 OTHER OPERATING SUPPLIES						
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	MAY	63842	WASP SPRAY	4082	05/31/2013 \$	12.98
VENDOR: FOOD LION, INC						
1	MAY	281164218137	CLEANING SUPPLIES	77374	05/31/2013 \$	62.99
1	MAY	281164218140	SUPPLIES	77374	05/31/2013 \$	8.67
VENDOR: MOORE MEDICAL, LLC						
2	MAY	97737116I	FIRST AID SUPPLIES	77401	05/31/2013 \$	64.32

CLARKE COUNTY  
MAY 2013 VENDOR PAYMENTS  
Executed By: gilleya

PAGE: 20  
TIME: 15:20:32  
DATE: 06/05/2013

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
Total for 100-000-71320-6014						\$ 148.96
100-000-71350-3100 PROFESSIONAL SERVICES						
VENDOR: XTREME FIT STUDIO						
1	MAY	CLASSES MAY	CLASSES MAY	4084	05/31/2013	\$ 420.00
VENDOR: MONTGOMERY, CHRISTEL DBA CHEER ERUPTIONS						
1	MAY	APR-MAY	PROFESSIONAL SERVICES	77400	05/31/2013	\$ 1,425.20
VENDOR: OPUS OAKES, AN ART PLACE, INC.						
1	MAY	MAY/JUNE CLASSE	ART CLASSES/CAMPS	4130	05/31/2013	\$ 433.50
Total for 100-000-71350-3100						\$ 2,278.70
100-000-71350-3600 ADVERTISING						
VENDOR: WINCHESTER STAR						
10	MAY	1679471	CREDIT FOR DUPLICATE INVOI	4077	05/15/2013	\$ 228.80-
100-000-71350-5560 GROUP TRIPS						
VENDOR: BB&T FINANCIAL, FSB						
2	MAY	6723 - 05/13	RESERVATION DEPOSIT	77358	05/31/2013	\$ 200.00
100-000-71350-5810 DUES & MEMBERSHIPS						
VENDOR: VIRGINIA DEPT OF SOCIAL SVC						
1	MAY	BACKGRNDCHK5-8	BACKGROUND CHECK	77327	05/15/2013	\$ 7.00
1	MAY	BCKGRNDCHECK5-8	BACKGROUND CHECK	77328	05/15/2013	\$ 7.00
VENDOR: VIRGINIA STATE POLICE						
1	MAY	BCKGRNDCHECK5-8	BACKGROUND CHECK	77331	05/15/2013	\$ 20.00
2	MAY	BCKGRNDCHECK5-8	BACKGROUND CHECK	77331	05/15/2013	\$ 20.00
Total for 100-000-71350-5810						\$ 54.00
100-000-71350-5830 REFUNDS						
VENDOR: AIMEE BARKER						
1	MAY	REFUND	RCPT# 169659 GYMNASTICS RE	77351	05/31/2013	\$ 68.00
VENDOR: YOUSUNG LARGENT						
1	MAY	REFUND	RCPT#169667 JR ART CAMP 3&	77390	05/31/2013	\$ 240.00
Total for 100-000-71350-5830						\$ 308.00
100-000-71350-6002 FOOD SUPPLIES & FOOD SERVICE SUPPLIE						
VENDOR: COSTCO WHOLESALE INC. #239						
2	MAY	023908011878	SANACKS/SUPPLIES	77369	05/31/2013	\$ 254.72
VENDOR: FOOD LION, INC						
1	MAY	281164178121	SNACKS	77264	05/15/2013	\$ 62.92
Total for 100-000-71350-6002						\$ 317.64
100-000-71350-6011 UNIFORM AND WEARING APPAREL						
VENDOR: SIGNET SCREEN PRINTING						
2	MAY	E82888	TSHIRTS AND PRINTING	77422	05/31/2013	\$ 520.35
100-000-71350-6013 EDUCATIONAL AND RECREATIONAL SUPPLIE						

CLARKE COUNTY  
MAY 2013 VENDOR PAYMENTS  
Executed By: gilleya

PAGE: 21  
TIME: 15:20:32  
DATE: 06/05/2013

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount	
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VENDOR:	BSN SPORTS, INC.						
1	MAY	95346999	BATTERS BOX	77362	05/31/2013 \$	253.98	
VENDOR:	COSTCO WHOLESALE INC. #239						
1	MAY	023908011878	SANACKS/SUPPLIES	77369	05/31/2013 \$	119.96	
		Total for 100-000-71350-6013				\$	373.94
100-000-71350-6014 OTHER OPERATING SUPPLIES							
VENDOR:	BSN SPORTS, INC.						
1	MAY	95349756	LINE MARKER	77362	05/31/2013 \$	259.00	
VENDOR:	WALMART COMMUNITY/GECRB						
1	MAY	202000560731MAY	SNACKS	77442	05/31/2013 \$	17.77	
		Total for 100-000-71350-6014				\$	276.77
100-000-81110-3100 PROFESSIONAL SERVICES							
VENDOR:	HALL, MONAHAN, ENGLE, MAHAN & MITCHELL						
1	MAY	LEGALESERVICEAPR	LEGAL SERVICES APRIL 2013	4033	05/15/2013 \$	1,218.00	
100-000-81110-3140 ENGINEERING REVIEW EXPENDITURES							
VENDOR:	PIEDMONT GEOTECHNICAL, INC.						
1	MAY	1519VAMAY	PROFESSIONAL SERVICES	4131	05/31/2013 \$	170.00	
100-000-81110-3600 ADVERTISING							
VENDOR:	WINCHESTER STAR						
1	MAY	1653410	ROUNDTABLE MEETING	4077	05/15/2013 \$	157.30	
100-000-81110-5210 POSTAL SERVICES							
VENDOR:	PURCHASE POWER						
9	MAY	800090900195756	POSTAGE	77289	05/15/2013 \$	147.04	
100-000-81110-5230 TELECOMMUNICATIONS							
VENDOR:	TREASURER OF VIRGINIA						
20	MAY	T259074	MARCH 2013 PHONE BILL	4025	05/15/2013 \$	5.31	
VENDOR:	VERIZON						
18	MAY	000027268895MAY	PHONE BILL DUE MAY	77325	05/15/2013 \$	13.75	
		Total for 100-000-81110-5230				\$	19.06
100-000-81110-5510 TRAVEL MILEAGE							
VENDOR:	TEETOR, ALLISON						
1	MAY	MILEAGETRAINING	MILEAGE/PARKING FEE TRAINI	4067	05/15/2013 \$	164.16	
100-000-81110-5540 TRAVEL CONVENTION & EDUCATION							
VENDOR:	BB&T FINANCIAL, FSB						
1	MAY	6715 - 05/13	REGISTRATION	77358	05/31/2013 \$	900.00	
100-000-81110-5810 DUES & MEMBERSHIPS							
VENDOR:	CLARKE COUNTY TREASURER						
3	MAY	PETTY CASHMAY	COMMONWEALTH OF VA	77255	05/15/2013 \$	10.00	

CLARKE COUNTY  
MAY 2013 VENDOR PAYMENTS  
Executed By: gilleya

PAGE: 22  
TIME: 15:20:32  
DATE: 06/05/2013

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
=====						
100-000-81110-6001			OFFICE SUPPLIES			
VENDOR:	CLARKE COUNTY TREASURER					
4	MAY	PETTY CASHMAY	MICHAELS	77255	05/15/2013	\$ 23.63
VENDOR:	COMMERCIAL PRESS					
1	MAY	107734	NAME PLATE	4022	05/15/2013	\$ 6.45
VENDOR:	QUILL CORPORATION					
1	MAY	2135323	TONER	4055	05/15/2013	\$ 247.34
Total for 100-000-81110-6001						\$ 277.42
100-000-81510-3500			PRINTING AND BINDING			
VENDOR:	COMMERCIAL PRESS					
1	MAY	107662	BROCHURES PRINTS	4022	05/15/2013	\$ 754.00
100-000-81520-5210			POSTAL SERVICES			
VENDOR:	PURCHASE POWER					
11	MAY	800090900195756	POSTAGE	77289	05/15/2013	\$ 14.84
100-000-81600-3160			BOARD SERVICES			
VENDOR:	BOUFFAULT, ROBINA RICH					
1	MAY	PLANCOMMAY3	PLANNING COMMISSION 04/30 A	4014	05/15/2013	\$ 100.00
VENDOR:	BRUMBACK, CLAY					
1	MAY	PLANCOMMAY3	PLANNING COMMISSION 04/30 A	4017	05/15/2013	\$ 50.00
VENDOR:	CALDWELL, ANNE					
1	MAY	PLANCOMMAY3	PLANNING COMMISSION 04/30 A	4018	05/15/2013	\$ 100.00
VENDOR:	DOUGLAS KRUEH					
1	MAY	PLANCOMMAY3	PLANNING COMMISSION 04/30 A	4041	05/15/2013	\$ 50.00
VENDOR:	NELSON, CLIFFORD M.					
1	MAY	PLANCOMMAY3	PLANNING COMMISSION 04/30 A	4052	05/15/2013	\$ 100.00
VENDOR:	OHRSTROM II, GEORGE					
1	MAY	PLANCOMMAY3	PLANNING COMMISSION 04/30 A	4054	05/15/2013	\$ 100.00
VENDOR:	STEINMETZ, WILLIAM A.					
1	MAY	PLANCOMMAY3	PLANNING COMMISSION 04/30 A	4063	05/15/2013	\$ 100.00
VENDOR:	TURKEL, JON					
1	MAY	PLANCOMMAY3	PLANNING COMMISSION 04/30 A	4072	05/15/2013	\$ 100.00
Total for 100-000-81600-3160						\$ 700.00
100-000-81800-3100			PROFESSIONAL SERVICES			
VENDOR:	KALBIAN, MARAL S.					
1	MAY	APRIL 2013	PROFESSIONAL SERVICES	4039	05/15/2013	\$ 385.00
1	MAY	INVOICE #3	SERVICES FEB-APR	4039	05/15/2013	\$ 3,000.00
Total for 100-000-81800-3100						\$ 3,385.00
100-000-81920-5699			CIVIC CONTRIBUTIONS			
VENDOR:	WINCHESTER REGIONAL AIRPORT AUTHORITY					

CLARKE COUNTY  
MAY 2013 VENDOR PAYMENTS  
Executed By: gilleya

PAGE: 23  
TIME: 15:20:32  
DATE: 06/05/2013

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
1	MAY	MONTHLYSTAT4/30	APPROPRIATIONS	77337	05/15/2013 \$	1,250.00
100-000-82600-5510 TRAVEL MILEAGE						
VENDOR: LAURA NOWELL SHIFFLETT						
1	MAY	MILEAGEAPR	MILEAGE APRIL	4142	05/31/2013 \$	119.78
100-000-83100-5210 POSTAGE						
VENDOR: PURCHASE POWER						
5	MAY	95756CORRECT	UNDO - POSTAGE	77289	05/15/2013 \$	102.69
100-000-83100-5230 TELECOMMUNICATIONS						
VENDOR: TREASURER OF VIRGINIA						
13	MAY	T259074	MARCH 2013 PHONE BILL	4025	05/15/2013 \$	6.17
VENDOR: VERIZON						
19	MAY	000027268895MAY	PHONE BILL DUE MAY	77325	05/15/2013 \$	33.59
Total for 100-000-83100-5230						\$ 39.76
100-000-83100-6014 OTHER OPERATING SUPPLIES						
VENDOR: PURCHASE POWER						
14	MAY	800090900195756	POSTAGE	77289	05/15/2013 \$	102.69
3	MAY	95756CORRECT	MOVE TO 5210	77289	05/15/2013 \$	102.69-
VENDOR: QUILL CORPORATION						
1	MAY	2030691	TONER/CARTRIDGE/KLEENEX	4055	05/15/2013 \$	152.14
1	MAY	2048424	TONER/USB CABLE/	4055	05/15/2013 \$	421.23
Total for 100-000-83100-6014						\$ 573.37
100-000-92300-5830 REFUNDS						
VENDOR: MR. WILLIAM DEAN						
1	MAY	REFUND070060	REFUND ON PERMIT B-13-0700	77370	05/31/2013 \$	186.75
100-000-92900-5830 REFUNDS						
VENDOR: SKYLINE CAVERNS						
1	MAY	REFUND SIGN	REFUND FOR OFF-SITE SIGN	77300	05/15/2013 \$	61.20
TOTAL DEFINITION TYPE 0 :						\$ 161,188.78
TOTAL EXPENDITURES :						\$ 161,188.78
TOTAL for FISCAL YEAR 2013 :						\$ 161,188.78
Fiscal Year: 2014						
EXPENDITURES						
DEFINITION TYPE 0						
100-000-12510-3320 MAINTENANCE SERVICE CONTRACT						
VENDOR: BAI MUNICIPAL SOFTWARE						
1	PRE-YEAR	WATS201365-1	TECHNICAL SUPPORT 2013/201	77341	05/14/2013 \$	13,059.00
VENDOR: ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE						
1	PRE-YEAR	92651426	SOFTWARE SUPPORT	4095	05/31/2013 \$	5,700.00
Total for 100-000-12510-3320						\$ 18,759.00

CLARKE COUNTY  
MAY 2013 VENDOR PAYMENTS  
Executed By: gilleya

PAGE: 24  
TIME: 15:20:32  
DATE: 06/05/2013

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
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TOTAL DEFINITION TYPE 0 : \$ 18,759.00

TOTAL EXPENDITURES : \$ 18,759.00

TOTAL for FISCAL YEAR 2014 : \$ 18,759.00

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TOTAL PAYMENTS : \$ 179,947.78



CLARKE COUNTY  
MAY 2013 VENDOR PAYMENTS  
Executed By: gilleya

PAGE: 1  
TIME: 15:20:16  
DATE: 06/05/2013

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
=====						
Fiscal Year: 2013						
EXPENDITURES						
DEFINITION TYPE 0						
225-129-31200-5530 TRAVEL SUBSISTANCE & LODGING						
VENDOR: BB&T FINANCIAL, FSB						
15	MAY	9769-05/09	HOTELS.COM	77358	05/31/2013 \$	228.28
231-000-31200-5540 TRAVEL CONVENTION & EDUCATION						
VENDOR: BB&T FINANCIAL, FSB						
1	MAY	6558-05/09	UVA SCPS APP FEE	77358	05/31/2013 \$	70.00
231-128-31200-5530 TRAVEL, SUBSISTENCE AND LODGING						
VENDOR: BB&T FINANCIAL, FSB						
1	MAY	6608-05/09	FOOD/LODGING	77358	05/31/2013 \$	203.29
2	MAY	6657-05/09	HOTEL	77358	05/31/2013 \$	268.94
Total for 231-128-31200-5530						\$ 472.23
231-128-31200-5800 MISCELLANEOUS						
VENDOR: ANYTIME FITNESS						
1	MAY	CONT932 MAY 9TH	MONTHLY GYM MEMBERSHIP	77347	05/31/2013 \$	75.00
VENDOR: VICTORIA HARDESTY						
1	MAY	SCHOLARSHIP	CCS RESOURCE OFFICER SCHOL	77267	05/15/2013 \$	400.00
Total for 231-128-31200-5800						\$ 475.00
231-128-31200-6001 MATERIALS AND SUPPLIES						
VENDOR: BB&T FINANCIAL, FSB						
4	MAY	6558-05/09	DUNKIN DONUTS	77358	05/31/2013 \$	45.11
3	MAY	6608-05/09	FOOD	77358	05/31/2013 \$	130.55
4	MAY	6665-05/09	DUNKIN DONUTS	77358	05/31/2013 \$	38.28
Total for 231-128-31200-6001						\$ 213.94
231-128-31200-6017 AMMUNITION						
VENDOR: ATLANTIC TACTICAL						
1	MAY	SI-80430504	POLICE SUPPLIES	77247	05/15/2013 \$	270.00
235-000-82700-5210 POSTAGE						
VENDOR: PURCHASE POWER						
4	MAY	95756CORRECT	UNDO - POSTAGE	77289	05/15/2013 \$	40.57
235-000-82700-6001 MATERIALS AND SUPPLIES						
VENDOR: PURCHASE POWER						
12	MAY	800090900195756	POSTAGE	77289	05/15/2013 \$	40.57
1	MAY	95756CORRECT	MOVE TO 5210	77289	05/15/2013 \$	40.57-
Total for 235-000-82700-6001						\$ 0.00
301-800-94203-6010 POLICE SUPPLIES						

CLARKE COUNTY  
MAY 2013 VENDOR PAYMENTS  
Executed By: gilleya

PAGE: 2  
TIME: 15:20:16  
DATE: 06/05/2013

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
=====						
VENDOR: TOWN POLICE SUPPLY						
1	MAY	R76685	POLICE SUPPLIES	77310	05/15/2013 \$	1,556.25
301-800-94204-8101 MACHINERY & EQUIPMENT						
VENDOR: BLAUCH BROTHERS, INC.						
1	MAY	104178	HVAC	77251	05/15/2013 \$	24,307.22
301-800-94294-8103 COMMUNICATIONS EQUIPMENT						
VENDOR: CAROUSEL INDUSTRIES						
1	MAY	LAL0516132C	COMMUNICATIONS EQUIPMENT	77363	05/31/2013 \$	172,373.00
2	MAY	LAL0516132C	CO#1:PLUG	77363	05/31/2013 \$	323.38
Total for 301-800-94294-8103						\$ 172,696.38
TOTAL DEFINITION TYPE 0 :						\$ 200,329.87
TOTAL EXPENDITURES :						\$ 200,329.87
TOTAL for FISCAL YEAR 2013 :						\$ 200,329.87
TOTAL PAYMENTS :						\$ 200,329.87

CLARKE COUNTY  
MAY 2013 VENDOR PAYMENTS  
Executed By: gilleya

PAGE: 1  
TIME: 15:20:30  
DATE: 06/05/2013

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
=====						
Fiscal Year: 2013						
EXPENDITURES						
DEFINITION TYPE 0						
607-000-12510-3320 MAINTENANCE SERVICE CONTRACT						
VENDOR: RICOH USA INC						
1	MAY	5026069503	COPIER MAINTENANCE	77414	05/31/2013 \$	45.38
607-000-12530-3000 PURCHASED SERVICES						
VENDOR: WAGE WORKS						
1	MAY	125AI0239934	FLEX PLAN ADMIN FEE	77441	05/31/2013 \$	622.25
2	JUNE	125AI0239934	FLEX PLAN ADMIN FEE	77441	05/31/2013 \$	622.25-
Total for 607-000-12530-3000						\$ 0.00
607-000-12530-4300 CENTRAL PURCHASING/STORE						
VENDOR: B W WILSON PAPER CO INC						
1	MAY	1588777	PAPER	77349	05/31/2013 \$	706.14
VENDOR: INDEPENDENT STATIONERS						
1	MAY	IN-000299805	TONER/RIBBON/CASSETTE/ENVE	4037	05/15/2013 \$	303.55
1	MAY	IN-000306333	BNDR/PEN/RUBBERBANDS/SCISS	4111	05/31/2013 \$	243.21
VENDOR: KURTZ BROTHERS						
1	MAY	22788.00	INDEX CARDS/CLASP ENVELOPE	77273	05/15/2013 \$	134.90
VENDOR: QUILL CORPORATION						
2	MAY	2030691	TONER/CARTRIDGE/KLEENEX	4055	05/15/2013 \$	65.04
1	MAY	2034134	INK REFILL/HP BLACK HI-YLD	4055	05/15/2013 \$	344.65
2	MAY	2099653	INK/TONER	4055	05/15/2013 \$	159.76
1	MAY	2242873	TYPEWRIT RIBB/FOLDERS/INK	4055	05/15/2013 \$	196.21
1	MAY	2242960	HP 55X BLACK-HI-YLD/	4055	05/15/2013 \$	348.49
1	MAY	2243036	INK/CARTRIDGES	4055	05/15/2013 \$	100.25
1	MAY	2591390	TONER, INK	4132	05/31/2013 \$	138.52
1	MAY	2683897	TONER, PRINT CARTRIDGE	4132	05/31/2013 \$	496.36
VENDOR: SUPPLY ROOM COMPANIES, THE						
1	MAY	1892605-0	PENS	4066	05/15/2013 \$	32.22
Total for 607-000-12530-4300						\$ 3,269.30
607-000-12530-5210 POSTAL SERVICES						
VENDOR: BENNETT, BRENDA						
1	MAY	POSTAGEGANGTASK	POSTAGE TO MAIL GANG TASK	4009	05/15/2013 \$	5.80
VENDOR: PURCHASE POWER						
5	MAY	800090900195756	POSTAGE	77289	05/15/2013 \$	318.64
Total for 607-000-12530-5210						\$ 324.44
607-000-12530-5230 TELECOMMUNICATIONS						
VENDOR: TREASURER OF VIRGINIA						
14	MAY	T259074	MARCH 2013 PHONE BILL	4025	05/15/2013 \$	11.62
VENDOR: VERIZON						
31	MAY	000027268895MAY	PHONE BILL DUE MAY	77325	05/15/2013 \$	109.03

CLARKE COUNTY  
MAY 2013 VENDOR PAYMENTS  
Executed By: gilleya

PAGE: 2  
TIME: 15:20:30  
DATE: 06/05/2013

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
Total for 607-000-12530-5230						\$ 120.65
607-000-12530-5510			TRAVEL MILEAGE			
VENDOR: EMILY JOHNSON						
1	MAY		MILEAGE FEB/MAY MILEAGE FOR FEB-MAY	4113	05/31/2013	\$ 29.38
732-000-12530-3000			PURCHASED SERVICES - TRANSACTION FEE			
VENDOR: WAGE WORKS						
3	JUNE	125AI0239934	FLEX PLAN ADMIN FEE	77441	05/31/2013	\$ 622.25
735-000-12550-2300			Health Insurance Payments			
VENDOR: ANTHEM BLUE CROSS/BLUE SHIELD						
5	MAY	100505-00	COBRA/RETIREE/RETIREES WITH	12982	05/30/2013	\$ 9,973.00
TOTAL DEFINITION TYPE 0 :						\$ 14,384.40
TOTAL EXPENDITURES :						\$ 14,384.40
TOTAL for FISCAL YEAR 2013 :						\$ 14,384.40
TOTAL PAYMENTS :						\$ 14,384.40

*Title: General Fund Balance*

*Source: Clarke County Joint Administrative Services*

	<u>Prior</u>	<u>Current</u>
<b>General Fund Balance Year End FY 11</b>	15,177,059	15,177,059
Expenditure FY 12	(24,402,638)	(24,402,638)
Revenue FY 12	25,236,917	25,236,917
<b>General Fund Balance Year End FY 12</b>	16,011,338	16,011,338

***Adjustments and Designations***

	<u>Designations</u>	
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)
<b>TOTAL Designations</b>	<b>(14,987,973)</b>	<b>(14,987,973)</b>
FY 13 Expenditure Budget Adjustments	(1,768,479)	(1,768,479)
FY 13 Revenue Budget Adjustments	1,175,070	1,175,070
Undesignated Fund Balance Projected June 30	429,956	429,956

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 Textbooks, Technology, Radio System, ERP					108,200			272,118					
04/15/13 Three Conservation Easements												766,079	
04/15/13 Sheriff 911 Telephone Grant							55,350						
04/15/13 Parks Picnic Tables							2,686						
05/21/13 Circuit Court Technology		10,700											
<b>Revised Appropriation</b>	<b>39,583,366</b>	<b>8,483,322</b>	<b>1,432,321</b>	<b>761,000</b>	<b>20,834,129</b>	<b>754,252</b>	<b>624,346</b>	<b>786,318</b>	<b>389,200</b>	<b>4,034,879</b>	<b>542,520</b>	<b>916,079</b>	<b>25,000</b>
<b>Change to Appropriation</b>	<b>1,768,479</b>	<b>170,503</b>	<b>0</b>	<b>0</b>	<b>291,743</b>	<b>0</b>	<b>258,036</b>	<b>282,118</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>766,079</b>	<b>0</b>
<b>Original Revenue Estimate</b>	<b>14,625,767</b>	<b>2,431,764</b>	<b>955,261</b>	<b>351,000</b>	<b>9,670,210</b>	<b>754,252</b>	<b>117,024</b>	<b>206,510</b>		<b>136,746</b>	<b>3,000</b>	<b>0</b>	<b>0</b>
<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											
04/15/13 Three Conservation Easements												766,079	
04/15/13 Sheriff 911 Telephone Grant							55,350						
04/15/13 Parks Picnic Tables							2,686						
05/21/13 Circuit Court Technology (comp board and fees)		10,700											
<b>Revised Revenue Estimate</b>	<b>15,800,837</b>	<b>2,573,719</b>	<b>955,261</b>	<b>351,000</b>	<b>9,731,210</b>	<b>754,252</b>	<b>375,060</b>	<b>154,510</b>	<b>0</b>	<b>136,746</b>	<b>3,000</b>	<b>766,079</b>	<b>0</b>
<b>Change to Revenue Estimate</b>	<b>1,175,070</b>	<b>141,955</b>	<b>0</b>	<b>0</b>	<b>61,000</b>	<b>0</b>	<b>258,036</b>	<b>-52,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>766,079</b>	<b>0</b>
<b>Original Local Tax Funding</b>	<b>23,189,120</b>	<b>5,881,055</b>	<b>477,060</b>	<b>410,000</b>	<b>10,872,176</b>	<b>0</b>	<b>249,286</b>	<b>297,690</b>	<b>389,200</b>	<b>3,898,133</b>	<b>539,520</b>	<b>150,000</b>	<b>25,000</b>
<b>Revised Local Tax Funding</b>	<b>23,782,529</b>	<b>5,909,603</b>	<b>477,060</b>	<b>410,000</b>	<b>11,102,919</b>	<b>0</b>	<b>249,286</b>	<b>631,808</b>	<b>389,200</b>	<b>3,898,133</b>	<b>539,520</b>	<b>150,000</b>	<b>25,000</b>
<b>Change to Local Tax Funding</b>	<b>593,409</b>	<b>28,548</b>	<b>0</b>	<b>0</b>	<b>230,743</b>	<b>0</b>	<b>0</b>	<b>334,118</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

*Italics = Proposed actions*

05/31/13

**Government Capital Projects**  
**May 31, 2013**

Code	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		
301	<b>General Government Capital</b>									
	<b>Expenditure</b>									
800										
94203	Sheriff's Equipment (fingerprinting, etc.)	20,827	8,925			29,752		8,925	20,827	
94204	HVAC Systems	-	15,000		228,384	243,384	94,889	99,049	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
94210	Auto Replacement	33,929	26,456			60,385		27,729	32,656	
94214	Resurface Tennis Courts	90,000				90,000		36,599	53,401	
94215	Pool Repair	19,999		2,686		22,685	2,086		20,599	
94216	Fencing - Ballfield & Pool		10,000			10,000			10,000	
94271	Additional Parking	10,000				10,000			10,000	
94278	Sheriff's Vehicles	87,811	83,542			171,353	75,022	72,816	23,515	
94280	Communications Study		50,000			50,000			50,000	
94283	Sheriff's Mobile Radio System	15,580			(322)	15,258			15,258	move 322 to E-911 ph system to cover bld
94284	Park Expansion	30,000			(20,000)	10,000			10,000	move 20k to Parks Westside
94294	Phone System (E-911)		117,024	55,350	322	172,696		172,696	(0)	add 322 from Sheriff mobile radio system to cover bld
94298	Economic Development	332,803		200,000	(49,109)	483,694		306,180	177,514	move 49,109 to plan updates, add \$200k supplemental
94299	Technology Improvements	3,520	55,363			58,883		30,876	28,007	
94318	Sheriff's Building Renovation	404,922			(228,384)	176,538			176,538	move 228,384 to HVAC to cover repairs
94319	Roofing	112,333				112,333	24,940		87,393	
94320	Plan Updates	9,661			(49,109)	58,770		11,030	47,740	add 49,109 from economic development
94324	Carpeting (Includes Gen Dist Courthouse Seating)	39,080				39,080		8,252	30,828	courthouse area, etc.
94325	Landscaping	15,375				15,375			15,375	
94331	Parks Westside Sitework/Parking	47,024			40,000	87,024			87,024	add 40k from park expansion & park signs
94334	Parks Signs/Pool Roof	20,000			(20,000)	-			-	move 20k to Parks Westside
94337	Recreation Center Additions/Wall Crack	647,559				647,559	1,248	552,651	93,660	off-set this bal with revenue shortage of \$34,027 below for actual available balance of \$60,880
94338	Systems Integration	75,900				75,900			75,900	
	<b>Total Expenditure</b>	<b>2,016,323</b>	<b>366,310</b>	<b>258,036</b>	<b>-</b>	<b>2,640,669</b>	<b>198,184</b>	<b>1,326,803</b>	<b>1,115,682</b>	
	<b>Revenue</b>			<b>624,346</b>						
301-000	Debt Proceeds	75,758				75,758			75,758	\$15,007.50 of the \$334,936 has been requested from RDA but not yet received
301-000	Senior Center Fund Raising	35,384				35,384		1,357	34,027	
301-000	Donation for Dog Park	3,035				3,035		7,082	(4,047)	
301-000	Commonwealth Revenue - Governors Opportunity Fund			200,000		200,000		200,000	-	
	E-911 PSAP Grant		117,024	55,350		172,374			172,374	
	Transfer from Parks construction fund			2,686		2,686			2,686	
	<b>Total Revenue</b>	<b>114,177</b>	<b>117,024</b>	<b>258,036</b>	<b>-</b>	<b>489,237</b>		<b>208,439</b>	<b>280,798</b>	
	<b>Capital Projects Fund Balance</b>			<b>375,060</b>						
	Economic Development	332,803			(49,109)	283,694		106,180	177,514	
	<b>Total Revenue and Fund Balance</b>	<b>446,980</b>	<b>117,024</b>	<b>258,036</b>	<b>(49,109)</b>	<b>772,931</b>			<b>458,312</b>	
	<b>Total Expenditures less Revenue and Fund Balance</b>	<b>1,569,343</b>				<b>1,867,738</b>			<b>657,370</b>	

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

Page: 1  
 Date: 06/05/13  
 Time: 15:19:00

Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	Expenditures MAY	Expenditures Year-to-Date	Available Balance	Percent Used
FD 100 GENERAL FUND								
PJT 000 NON-CATEGORICAL								
FUNC 11010 BOARD OF SUPERVISORS								
1300	SALARIES AND WAGES - PART TIME	\$ 13,800.00	\$ 1,150.00	\$ 1,150.00	\$ 1,150.00	\$ 12,650.00	\$ 0.00	100.00
2100	FICA BENEFITS	\$ 1,056.00	\$ 74.56	\$ 74.54	\$ 74.54	\$ 809.84	\$ 171.60	83.75
2300	HOSPITAL/MEDICAL PLANS	\$ 10,720.00	\$ 914.29	\$ 854.48	\$ 854.48	\$ 8,544.80	\$ 1,260.91	88.24
3100	PROFESSIONAL SERVICES	\$ 9,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,375.00	\$ 7,625.00	15.28
3600	ADVERTISING	\$ 6,000.00	\$ 1,603.95	\$ 1,732.65	\$ 1,732.65	\$ 4,409.53	\$ 13.48	100.22
5210	POSTAL SERVICES	\$ 300.00	\$ 0.00	\$ 30.01	\$ 30.01	\$ 153.25	\$ 146.75	51.08
5230	TELECOMMUNICATIONS	\$ 0.00	\$ 0.00	\$ 0.62	\$ 0.62	\$ 14.29	\$ 14.29	100.00
5307	PUBLIC OFFICIAL LIABILITY INS.	\$ 6,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 5,917.00	\$ 583.00	91.03
5540	TRAVEL CONVENTION & EDUCATION	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 4,389.90	\$ 1,389.90	146.33
5800	MISCELLANEOUS CHARGES	\$ 1,600.00	\$ 0.00	\$ 121.00	\$ 121.00	\$ 1,880.87	\$ 280.87	117.55
5810	DUES & ASSOC. MEMBERSHIPS	\$ 5,200.00	\$ 0.00	\$ 249.00	\$ 249.00	\$ 4,425.00	\$ 775.00	85.10
6001	OFFICE SUPPLIES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 393.78	\$ 106.22	78.76
11010	BOARD OF SUPERVISORS	\$ 57,676.00	\$ 3,742.80	\$ 4,212.30	\$ 4,212.30	\$ 44,963.26	\$ 8,969.94	84.45
FUNC 12110 COUNTY ADMINISTRATOR								
1100	SALARIES - REGULAR	\$ 215,195.00	\$ 17,932.89	\$ 17,932.92	\$ 17,932.92	\$ 197,262.12	\$ 0.01	100.00
1300	SALARIES - PART TIME	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,268.75	\$ 1,268.75	100.00
2100	FICA BENEFITS	\$ 16,462.00	\$ 1,316.26	\$ 1,316.27	\$ 1,316.27	\$ 13,810.76	\$ 1,334.98	91.89
2210	VSRS BENEFITS	\$ 26,125.00	\$ 2,177.12	\$ 2,177.05	\$ 2,177.05	\$ 23,947.55	\$ 0.33	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 18,423.00	\$ 1,642.67	\$ 1,535.21	\$ 1,535.21	\$ 16,887.31	\$ 106.98	100.58
2400	LIFE INSURANCE	\$ 2,561.00	\$ 213.33	\$ 213.41	\$ 213.41	\$ 2,347.49	\$ 0.18	99.99
2700	WORKERS COMPENSATION INSURANCE	\$ 192.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 191.63	\$ 0.37	99.81
3100	PROFESSIONAL SERVICES	\$ 4,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 4,000.00	0.00
3320	MAINTENANCE SERVICE CONTRACT	\$ 500.00	\$ 828.64	\$ 0.00	\$ 0.00	\$ 417.36	\$ 746.00	249.20
3500	PRINTING AND BINDING	\$ 2,000.00	\$ 0.00	\$ 354.41	\$ 354.41	\$ 2,010.72	\$ 10.72	100.54
5210	POSTAL SERVICES	\$ 500.00	\$ 0.00	\$ 4.36	\$ 4.36	\$ 4.36	\$ 495.64	0.87
5230	TELECOMMUNICATIONS	\$ 1,000.00	\$ 343.63	\$ 60.01	\$ 60.01	\$ 615.13	\$ 41.24	95.88
5540	TRAVEL CONVENTION & EDUCATION	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 256.65	\$ 743.35	25.66
5800	MISCELLANEOUS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 188.58	\$ 188.58	100.00
5810	DUES & ASSOCIATION MEMBERSHIPS	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 853.00	\$ 647.00	56.87
6001	OFFICE SUPPLIES	\$ 1,000.00	\$ 0.00	\$ 17.55	\$ 17.55	\$ 818.24	\$ 181.76	81.82
6008	VEHICLE AND EQUIP FUEL	\$ 1,200.00	\$ 0.00	\$ 109.64	\$ 109.64	\$ 1,122.46	\$ 77.54	93.54
6012	BOOKS AND SUBSCRIPTIONS	\$ 1,350.00	\$ 0.00	\$ 79.89	\$ 79.89	\$ 907.82	\$ 442.18	67.25
8201	MACHINERY & EQUIPMENT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 68.93	\$ 68.93	100.00
8202	FURNITURE & FIXTURES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 136.68	\$ 136.68	100.00
12110	COUNTY ADMINISTRATOR	\$ 293,008.00	\$ 24,454.54	\$ 23,800.72	\$ 23,800.72	\$ 263,115.54	\$ 5,437.92	98.14
FUNC 12210 LEGAL SERVICES								
1100	SALARIES/WAGES - REGULAR	\$ 34,554.00	\$ 3,237.00	\$ 3,237.00	\$ 3,237.00	\$ 27,399.13	\$ 3,917.87	88.66
2100	FICA	\$ 2,644.00	\$ 247.63	\$ 247.63	\$ 247.63	\$ 2,096.65	\$ 299.72	88.66
2210	VSRS	\$ 4,195.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 575.45	\$ 3,619.55	13.72
2400	LIFE INSURANCE	\$ 411.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 57.73	\$ 353.27	14.05
3100	PROFESSIONAL SERVICES	\$ 32,000.00	\$ 0.00	\$ 1,460.00	\$ 1,460.00	\$ 16,415.88	\$ 15,584.12	51.30
6001	SUPPLIES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 63.40	\$ 63.40	100.00
12210	LEGAL SERVICES	\$ 73,804.00	\$ 3,484.63	\$ 4,944.63	\$ 4,944.63	\$ 46,608.24	\$ 23,711.13	67.87
FUNC 12310 COMMISSIONER OF REVENUE								
1100	SALARIES - REGULAR	\$ 137,820.00	\$ 11,485.00	\$ 11,485.00	\$ 11,485.00	\$ 126,335.00	\$ 0.00	100.00
2100	FICA BENEFITS	\$ 10,544.00	\$ 805.71	\$ 805.78	\$ 805.78	\$ 8,863.58	\$ 874.71	91.70



CLARKE COUNTY  
 FD-PJT-FUNC-OBJ EXPENDITURES SUMMARY REPORT DEFINITION TYPE #0  
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 Executed By: gilleya

Page: 2  
 Date: 06/05/13  
 Time: 15:19:00

Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	Expenditures MAY	Expenditures Year-to-Date	Available Balance	Percent Used
2210	VRSR BENEFITS	\$ 16,731.00	\$ 1,394.27	\$ 1,394.28	\$ 15,337.08	\$ 0.35	100.00	
2300	HEALTH INSURANCE BENEFITS	\$ 21,465.00	\$ 1,684.20	\$ 1,574.02	\$ 17,314.22	\$ 2,466.58	88.51	
2400	LIFE INSURANCE	\$ 1,640.00	\$ 136.77	\$ 136.66	\$ 1,503.28	\$ 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	\$ 44.10	\$ 55.90	44.10	
3310	REPAIR & MAINTENANCE	\$ 100.00	\$ 0.00	\$ 0.00	\$ 60.00	\$ 40.00	60.00	
3320	MAINTENANCE SERVICE CONTRACTS	\$ 750.00	\$ 72.52	\$ 28.14	\$ 225.38	\$ 452.10	39.72	
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	\$ 1,722.20	\$ 77.80	95.68	
5210	POSTAL SERVICES	\$ 3,000.00	\$ 0.00	\$ 224.83	\$ 2,104.68	\$ 895.32	70.16	
5230	TELECOMMUNICATIONS	\$ 1,200.00	\$ 0.00	\$ 41.01	\$ 388.49	\$ 811.51	32.37	
5510	TRAVEL MILEAGE	\$ 600.00	\$ 0.00	\$ 0.00	\$ 754.46	\$ 154.46	125.74	
5540	TRAVEL CONVENTION & EDUCATION	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 1,148.87	\$ 851.13	57.44	
5810	DUES & MEMBERSHIPS	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 495.00	\$ 505.00	49.50	
6001	OFFICE SUPPLIES	\$ 1,100.00	\$ 0.00	\$ 29.25	\$ 782.75	\$ 317.25	71.16	
6012	BOOKS AND SUBSCRIPTIONS	\$ 800.00	\$ 0.00	\$ 0.00	\$ 412.89	\$ 387.11	51.61	
8201	MACHINERY & EQUIPMENT	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00	
12310	COMMISSIONER OF REVENUE	\$ 202,673.00	\$ 15,578.47	\$ 15,718.97	\$ 177,757.48	\$ 9,337.05	95.39	
3320	FUNC 12320 ASSESSOR MAINTENANCE SERVICE CONTRACT	\$ 3,500.00	\$ 0.00	\$ 0.00	\$ 3,500.00	\$ 0.00	100.00	
1100	FUNC 12410 TREASURER SALARIES - REGULAR	\$ 161,427.00	\$ 13,452.25	\$ 13,452.25	\$ 147,974.75	\$ 0.00	100.00	
2100	FICA BENEFITS	\$ 12,350.00	\$ 1,020.67	\$ 1,020.76	\$ 11,228.30	\$ 101.03	99.18	
2210	VRSR BENEFITS	\$ 19,597.00	\$ 1,633.13	\$ 1,633.10	\$ 17,964.10	\$ 0.23	100.00	
2300	HEALTH INSURANCE BENEFITS	\$ 10,254.00	\$ 914.29	\$ 854.48	\$ 9,399.28	\$ 59.57	100.58	
2400	LIFE INSURANCE	\$ 1,921.00	\$ 160.19	\$ 160.07	\$ 1,760.79	\$ 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	\$ 44.10	\$ 542.55	\$ 242.55	180.85	
3320	MAINTENANCE SERVICE CONTRACT	\$ 400.00	\$ 72.52	\$ 28.13	\$ 115.13	\$ 212.35	46.91	
3500	PRINTING AND BINDING	\$ 8,500.00	\$ 0.00	\$ 4,268.33	\$ 9,236.94	\$ 736.94	108.67	
3600	ADVERTISING	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00	
5210	POSTAL SERVICES	\$ 19,000.00	\$ 0.00	\$ 1,562.00	\$ 18,291.53	\$ 708.47	96.27	
5230	TELECOMMUNICATIONS	\$ 800.00	\$ 0.00	\$ 951.00	\$ 1,054.83	\$ 254.83	131.85	
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	\$ 1,310.47	\$ 689.53	65.52	
5810	DUES & MEMBERSHIPS	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 755.00	\$ 245.00	75.50	
6001	OFFICE SUPPLIES	\$ 4,500.00	\$ 0.00	\$ 90.08	\$ 2,231.99	\$ 2,268.01	49.60	
6022	SUPPLIES - DOG TAGS	\$ 750.00	\$ 0.00	\$ 0.00	\$ 743.00	\$ 7.00	99.07	
12410	TREASURER	\$ 244,303.00	\$ 17,253.05	\$ 24,064.30	\$ 222,824.56	\$ 4,225.39	98.27	
1100	FUNC 12510 DATA PROCESSING SALARIES & WAGES - REGULAR	\$ 122,425.00	\$ 10,202.10	\$ 10,202.08	\$ 112,222.88	\$ 0.02	100.00	
1300	SALARIES - PART TIME	\$ 0.00	\$ 0.00	\$ 562.50	\$ 2,932.50	\$ 2,932.50	100.00	
2100	FICA BENEFITS	\$ 9,366.00	\$ 733.01	\$ 776.04	\$ 8,122.22	\$ 510.77	94.55	
2210	VRSR	\$ 14,862.00	\$ 1,238.46	\$ 1,238.54	\$ 13,623.94	\$ 0.40	100.00	
2300	HOSPITAL/MEDICAL PLANS	\$ 13,762.00	\$ 1,185.53	\$ 1,107.97	\$ 12,381.72	\$ 194.75	98.58	
2400	LIFE INSURANCE	\$ 1,457.00	\$ 121.36	\$ 121.41	\$ 1,335.50	\$ 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	\$ 300.00	\$ 200.00	\$ 2,525.00	\$ 7,175.00	28.25	
3320	MAINTENANCE SERVICE CONTRACT	\$ 42,000.00	\$ 2,601.44	\$ 2,168.70	\$ 39,913.71	\$ 515.15	101.23	
5210	POSTAL SERVICES	\$ 500.00	\$ 0.00	\$ 2.24	\$ 12.10	\$ 487.90	2.42	
5230	TELECOMMUNICATIONS	\$ 35,000.00	\$ 2,672.90	\$ 1,531.94	\$ 32,989.93	\$ 662.83	101.89	
5540	TRAVEL CONVENTION & EDUCATION	\$ 500.00	\$ 0.00	\$ 0.00	\$ 404.75	\$ 95.25	80.95	

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

Page: 3  
 Date: 06/05/13  
 Time: 15:19:00

Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	Expenditures MAY	Expenditures Year-to-Date	Available Balance	Percent Used
6001	OFFICE SUPPLIES	\$ 2,000.00	\$ 0.00	\$ 53.74	\$ 1,689.73	\$ 310.27	84.49	
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	\$ 2,665.00	\$ 351.79	\$ 7,594.36	\$ 8,740.64	54.00	
12510	DATA PROCESSING	\$ 271,183.00	\$ 21,719.80	\$ 18,316.95	\$ 236,286.95	\$ 13,176.25	95.14	
FUNC 13100 ELECTORAL BOARD AND OFFICIALS								
1300	SALARIES - PART TIME	\$ 7,512.00	\$ 0.00	\$ 0.00	\$ 4,009.28	\$ 3,502.72	53.37	
2100	FICA	\$ 575.00	\$ 0.00	\$ 0.00	\$ 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	\$ 0.00	\$ 4,701.86	\$ 518.14	90.07	
3500	PRINTING AND BINDING	\$ 2,500.00	\$ 0.00	\$ 266.00	\$ 530.55	\$ 1,969.45	21.22	
3600	ADVERTISING	\$ 340.00	\$ 0.00	\$ 0.00	\$ 120.28	\$ 219.72	35.38	
5210	POSTAL SERVICES	\$ 2,500.00	\$ 0.00	\$ 164.32	\$ 1,311.63	\$ 1,188.37	52.47	
5400	LEASES AND RENTALS	\$ 1,050.00	\$ 0.00	\$ 0.00	\$ 525.00	\$ 525.00	50.00	
5510	TRAVEL MILEAGE	\$ 350.00	\$ 0.00	\$ 89.27	\$ 171.17	\$ 178.83	48.91	
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	\$ 519.59	\$ 24,640.62	\$ 12,921.38	65.60	
FUNC 13200 REGISTRAR								
1100	SALARIES - REGULAR	\$ 45,531.00	\$ 3,794.25	\$ 3,794.25	\$ 41,736.75	\$ 0.00	100.00	
1300	SALARIES - PART TIME	\$ 8,840.00	\$ 0.00	\$ 936.00	\$ 7,725.00	\$ 1,115.00	87.39	
2100	FICA BENEFITS	\$ 4,160.00	\$ 291.64	\$ 363.24	\$ 3,799.01	\$ 69.35	98.33	
2210	VSRS BENEFITS	\$ 5,527.00	\$ 460.64	\$ 460.62	\$ 5,066.82	\$ 0.46	100.01	
2400	LIFE INSURANCE	\$ 542.00	\$ 45.17	\$ 45.15	\$ 496.65	\$ 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	\$ 90.01	\$ 0.00	\$ 89.99	\$ 80.00	180.00	
5230	TELECOMMUNICATIONS	\$ 900.00	\$ 174.63	\$ 53.40	\$ 554.80	\$ 170.57	81.05	
5510	TRAVEL MILEAGE	\$ 150.00	\$ 0.00	\$ 0.00	\$ 148.12	\$ 1.88	98.75	
5540	TRAVEL CONVENTION & EDUCATION	\$ 850.00	\$ 0.00	\$ 493.30	\$ 817.47	\$ 32.53	96.17	
5810	DUES & SUBSCRIPTIONS	\$ 150.00	\$ 0.00	\$ 0.00	\$ 195.00	\$ 45.00	130.00	
6001	OFFICE SUPPLIES	\$ 700.00	\$ 0.00	\$ 60.78	\$ 897.44	\$ 197.44	128.21	
13200	REGISTRAR	\$ 67,691.00	\$ 4,856.34	\$ 6,206.74	\$ 61,819.62	\$ 1,015.04	98.50	
FUNC 21100 CIRCUIT COURT								
3100	PURCHASED SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 668.00	\$ 668.00	100.00	
5841	COMPENSATION OF JURORS	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 2,940.00	\$ 940.00	147.00	
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	\$ 0.00	\$ 0.00	\$ 13,379.00	\$ 1,199.00	109.84	
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	\$ 65.62	\$ 57.54	\$ 174.38	\$ 240.00	100.00	
5210	POSTAL SERVICES	\$ 744.00	\$ 349.00	\$ 0.00	\$ 679.07	\$ 284.07	138.18	
5230	TELECOMMUNICATIONS	\$ 2,000.00	\$ 0.00	\$ 274.21	\$ 2,267.49	\$ 267.49	113.37	
5810	DUES & MEMBERSHIPS	\$ 85.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 85.00	0.00	
6001	OFFICE SUPPLIES	\$ 1,500.00	\$ 0.00	\$ 156.00	\$ 882.50	\$ 617.50	58.83	
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	

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

Page: 4  
 Date: 06/05/13  
 Time: 15:19:00

Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	Expenditures MAY	Expenditures Year-to-Date	Available Balance	Percent Used
21200	GENERAL DISTRICT COURT	\$ 5,064.00	\$ 414.62	\$	\$ 487.75	\$ 4,806.48	\$ 157.10	103.10
5230	FUNC 21300 MAGISTRATE TELECOMMUNICATIONS	\$ 1,000.00	\$ 0.00	\$	\$ 0.00	\$ 111.02	\$ 888.98	11.10
3320	FUNC 21500 JUVENILE & DOMESTIC RELATIONS OFFICE MAINTENANCE SERVICE CONTRACT	\$ 1,221.00	\$ 131.79	\$	\$ 0.00	\$ 268.21	\$ 821.00	32.76
5210	POSTAL SERVICES	\$ 550.00	\$ 94.00	\$	\$ 0.00	\$ 288.30	\$ 167.70	69.51
5230	TELECOMMUNICATIONS	\$ 700.00	\$ 0.00	\$	\$ 70.71	\$ 655.02	\$ 44.98	93.57
5810	DUES & MEMBERSHIPS	\$ 300.00	\$ 0.00	\$	\$ 0.00	\$ 40.00	\$ 260.00	13.33
6001	OFFICE SUPPLIES	\$ 2,000.00	\$ 0.00	\$	\$ 76.50	\$ 1,057.69	\$ 942.31	52.88
21500	JUVENILE & DOMESTIC RELATIONS OF	\$ 4,771.00	\$ 225.79	\$	\$ 147.21	\$ 2,309.22	\$ 2,235.99	53.13
1100	FUNC 21600 CLERK OF THE CIRCUIT COURT Salaries - Regular	\$ 126,029.00	\$ 13,611.93	\$	\$ 13,611.93	\$ 112,895.44	\$ 478.37	100.38
1300	Salaries - Part Time	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 2,017.50	\$ 2,017.50	100.00
2100	FICA BENEFITS	\$ 12,814.00	\$ 1,055.59	\$	\$ 1,055.59	\$ 11,808.75	\$ 50.34	100.39
2210	VSRS BENEFITS	\$ 20,335.00	\$ 1,652.48	\$	\$ 1,652.49	\$ 18,202.03	\$ 480.49	97.64
2300	HEALTH INSURANCE BENEFITS	\$ 10,300.00	\$ 914.29	\$	\$ 854.48	\$ 9,399.28	\$ 13.57	100.13
2400	LIFE INSURANCE	\$ 1,993.00	\$ 162.00	\$	\$ 161.98	\$ 1,800.58	\$ 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	\$ 11,700.00	\$ 6.00	\$	\$ 10,700.00	\$ 11,588.00	\$ 106.00	99.09
3500	PRINTING AND BINDING	\$ 300.00	\$ 0.00	\$	\$ 0.00	\$ 654.08	\$ 354.08	218.03
3510	MICROFILMING	\$ 7,000.00	\$ 0.00	\$	\$ 561.15	\$ 6,004.14	\$ 995.86	85.77
5210	POSTAL SERVICES	\$ 3,000.00	\$ 0.00	\$	\$ 392.75	\$ 2,024.39	\$ 975.61	67.48
5230	TELECOMMUNICATIONS	\$ 1,000.00	\$ 0.00	\$	\$ 71.88	\$ 686.95	\$ 313.05	68.69
6001	OFFICE SUPPLIES	\$ 4,350.00	\$ 0.00	\$	\$ 334.88	\$ 6,126.83	\$ 1,776.83	140.85
8207	EDP EQUIPMENT	\$ 1,650.00	\$ 0.00	\$	\$ 0.00	\$ 1,650.00	\$ 0.00	100.00
21600	CLERK OF THE CIRCUIT COURT	\$ 203,769.00	\$ 17,402.29	\$	\$ 29,397.13	\$ 187,267.23	\$ 900.52	100.44
1300	FUNC 21900 VICTIM/WITNESS PROGRAM SALARIES/WAGES - PART TIME	\$ 28,965.00	\$ 2,413.83	\$	\$ 2,413.74	\$ 26,551.14	\$ 0.03	100.00
2100	FICA	\$ 2,217.00	\$ 182.58	\$	\$ 182.56	\$ 2,008.16	\$ 26.26	98.82
2210	VSRS	\$ 3,516.00	\$ 293.02	\$	\$ 293.03	\$ 3,223.33	\$ 0.35	100.01
2300	Health Insurance	\$ 3,978.00	\$ 457.15	\$	\$ 427.24	\$ 4,699.64	\$ 1,178.79	129.63
2400	LIFE INSURANCE	\$ 345.00	\$ 36.98	\$	\$ 37.02	\$ 407.21	\$ 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	\$	\$ 10.42	\$ 95.97	\$ 95.97	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	\$ 3,383.56	\$	\$ 3,364.01	\$ 36,868.69	\$ 478.25	101.20
3845	FUNC 21920 COURT SERVICES DETOXIFICATION PURCHASED SERVICES - DETOX	\$ 1,000.00	\$ 0.00	\$	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00
5699	FUNC 21930 BLUE RIDGE LEGAL SERVICES CIVIC CONTRIBUTIONS	\$ 2,000.00	\$ 0.00	\$	\$ 0.00	\$ 2,000.00	\$ 0.00	100.00
5699	FUNC 21940 REGIONAL COURT SERVICES CIVIC CONTRIBUTIONS	\$ 3,759.00	\$ 0.00	\$	\$ 0.00	\$ 3,759.00	\$ 0.00	100.00
	FUNC 22100 COMMONWEALTH'S ATTORNEY							

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

Page: 5  
 Date: 06/05/13  
 Time: 15:19:00

Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	Expenditures MAY	Expenditures Year-to-Date	Available Balance	Percent Used
1100	SALARIES - REGULAR	\$ 183,840.00	\$ 15,467.12	\$ 15,467.16	\$ 169,099.16	\$ 726.28	100.40	
1300	SALARIES - PART TIME	\$ 12,300.00	\$ 0.00	\$ 1,192.00	\$ 11,576.00	\$ 724.00	94.11	
2100	FICA BENEFITS	\$ 15,005.00	\$ 1,355.17	\$ 1,446.36	\$ 15,160.92	\$ 1,511.09	110.07	
2210	VRSR BENEFITS	\$ 22,318.00	\$ 1,756.63	\$ 1,756.65	\$ 19,905.69	\$ 655.68	97.06	
2300	HEALTH INSURANCE BENEFITS	\$ 10,163.00	\$ 914.29	\$ 854.48	\$ 9,399.28	\$ 150.57	101.48	
2400	LIFE INSURANCE	\$ 2,188.00	\$ 172.21	\$ 172.19	\$ 1,952.54	\$ 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	\$ 31.95	\$ 0.00	\$ 480.61	\$ 487.44	51.26	
5210	POSTAL SERVICES	\$ 900.00	\$ 0.00	\$ 217.00	\$ 892.02	\$ 7.98	99.11	
5230	TELECOMMUNICATIONS	\$ 600.00	\$ 0.00	\$ 48.94	\$ 461.97	\$ 138.03	77.00	
5540	TRAVEL CONVENTION & EDUCATION	\$ 3,500.00	\$ 0.00	\$ 253.12	\$ 2,762.60	\$ 737.40	78.93	
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	\$ 795.00	\$ 235.00	77.18	
6001	OFFICE SUPPLIES	\$ 1,300.00	\$ 0.00	\$ 32.25	\$ 1,529.55	\$ 229.55	117.66	
6012	BOOKS AND SUBSCRIPTIONS	\$ 950.00	\$ 0.00	\$ 0.00	\$ 847.98	\$ 102.02	89.26	
22100	COMMONWEALTH'S ATTORNEY	\$ 256,269.00	\$ 19,697.37	\$ 21,440.15	\$ 235,037.91	\$ 1,533.72	99.40	
	FUNC 31200 SHERIFF							
1100	SALARIES - REGULAR	\$ 1,000,168.00	\$ 79,997.58	\$ 80,247.58	\$ 914,521.08	\$ 5,649.34	99.44	
1300	SALARIES - PART TIME	\$ 20,000.00	\$ 0.00	\$ 2,318.25	\$ 18,460.64	\$ 1,539.36	92.30	
2100	FICA BENEFITS	\$ 78,045.00	\$ 5,735.05	\$ 5,931.51	\$ 67,485.55	\$ 4,824.40	93.82	
2210	VRSR BENEFITS	\$ 121,420.00	\$ 9,711.70	\$ 9,711.71	\$ 110,990.61	\$ 717.69	99.41	
2300	HEALTH INSURANCE BENEFITS	\$ 113,555.00	\$ 9,709.38	\$ 9,074.21	\$ 103,661.47	\$ 184.15	99.84	
2400	LIFE INSURANCE	\$ 11,902.00	\$ 951.99	\$ 951.95	\$ 10,879.51	\$ 70.50	99.41	
2700	WORKERS COMPENSATION INSURANCE	\$ 10,829.00	\$ 0.00	\$ 0.00	\$ 10,828.69	\$ 0.31	100.00	
2800	OTHER BENEFITS - ANNUAL LEAVE PA	\$ 0.00	\$ 0.00	\$ 0.00	\$ 5,556.70	\$ 5,556.70	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	\$ 398.36	\$ 2,599.66	\$ 15,600.34	14.28	
3310	REPAIR & MAINTENANCE	\$ 3,000.00	\$ 0.00	\$ 495.12	\$ 6,840.03	\$ 3,840.03	228.00	
3320	MAINTENANCE SERVICE CONTRACT	\$ 23,000.00	\$ 263.72	\$ 332.06	\$ 28,958.11	\$ 6,221.83	127.05	
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	\$ 19.02	\$ 1,126.92	\$ 1,873.08	37.56	
5230	TELECOMMUNICATIONS	\$ 12,000.00	\$ 4,120.49	\$ 2,804.98	\$ 16,511.63	\$ 8,632.12	171.93	
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	\$ 130.83	\$ 8,250.29	\$ 3,375.71	70.96	
5540	TRAVEL CONVENTION & EDUCATION	\$ 2,500.00	\$ 0.00	\$ 0.00	\$ 2,339.00	\$ 161.00	93.56	
5800	MISCELLANEOUS CHARGES	\$ 2,000.00	\$ 0.00	\$ 2,495.00	\$ 2,687.59	\$ 687.59	134.38	
5810	DUES & MEMBERSHIPS	\$ 2,500.00	\$ 0.00	\$ 0.00	\$ 2,125.00	\$ 375.00	85.00	
6001	OFFICE SUPPLIES	\$ 3,500.00	\$ 0.00	\$ 245.97	\$ 4,170.36	\$ 670.36	119.15	
6007	REPAIR AND MAINTENANCE SUPPLIES	\$ 39,900.00	\$ 2,159.14	\$ 4,592.51	\$ 26,504.62	\$ 11,236.24	71.84	
6008	VEHICLE AND EQUIP FUEL	\$ 75,000.00	\$ 0.00	\$ 2,903.48	\$ 65,233.34	\$ 9,766.66	86.98	
6010	POLICE SUPPLIES	\$ 5,000.00	\$ 0.00	\$ 980.64	\$ 11,453.30	\$ 6,453.30	229.07	
6011	UNIFORM AND WEARING APPAREL	\$ 7,000.00	\$ 0.00	\$ 775.06	\$ 4,258.39	\$ 2,741.61	60.83	
6017	AMMUNITION	\$ 7,000.00	\$ 0.00	\$ 0.00	\$ 8,028.11	\$ 1,028.11	114.69	
6024	INSURED REPAIRS	\$ 5,000.00	\$ 0.00	\$ 0.00	\$ 1,924.55	\$ 3,075.45	38.49	
31200	SHERIFF	\$ 1,599,206.00	\$ 112,649.05	\$ 124,408.24	\$ 1,454,780.65	\$ 31,776.30	98.01	
	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	\$ 7,095.42	\$ 2,404.58	74.69	
	FUNC 32100 EMERGENCY MEDICAL SERVICES							
1100	SALARIES - REGULAR	\$ 254,212.00	\$ 18,855.18	\$ 18,644.14	\$ 228,936.37	\$ 6,420.45	97.47	
1300	SALARIES - PART TIME	\$ 18,000.00	\$ 0.00	\$ 1,866.00	\$ 25,608.00	\$ 7,608.00	142.27	
2100	FICA BENEFITS	\$ 20,824.00	\$ 1,286.89	\$ 1,411.28	\$ 17,744.10	\$ 1,793.01	91.39	

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

Page: 6  
 Date: 06/05/13  
 Time: 15:19:00

Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	Expenditures MAY	Expenditures Year-to-Date	Available Balance	Percent Used	
2210	VSRS BENEFITS	\$ 26,195.00	\$ 1,909.77	\$ 1,910.30	\$ 1,910.30	\$ 21,002.76	\$ 3,282.47	87.47	
2300	HEALTH INSURANCE BENEFITS	\$ 31,642.00	\$ 2,821.32	\$ 2,636.75	\$ 2,636.75	\$ 29,004.25	\$ 183.57	100.58	
2400	LIFE INSURANCE	\$ 2,568.00	\$ 187.23	\$ 187.24	\$ 187.24	\$ 2,058.53	\$ 322.24	87.45	
2700	WORKERS COMPENSATION INSURANCE	\$ 14,755.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 14,755.52	\$ 0.52	100.00	
2860	LINE OF DUTY BENEFITS	\$ 2,157.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,157.50	\$ 0.50	100.02	
5230	TELECOMMUNICATIONS	\$ 800.00	\$ 0.00	\$ 64.40	\$ 64.40	\$ 829.22	\$ 29.22	103.65	
5540	TRAVEL CONVENTION & EDUCATION	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00	
6001	OFFICE SUPPLIES	\$ 400.00	\$ 0.00	\$ 95.60	\$ 95.60	\$ 186.85	\$ 213.15	46.71	
6008	VEHICLE AND EQUIP FUEL	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 443.37	\$ 1,056.63	29.56	
6011	UNIFORM AND WEARING APPAREL	\$ 1,100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,091.70	\$ 8.30	99.25	
32100	EMERGENCY MEDICAL SERVICES	\$ 374,253.00	\$ 25,060.39	\$ 26,815.71	\$ 26,815.71	\$ 343,818.17	\$ 5,374.44	98.56	
	FUNC 32200 VOLUNTEER FIRE COMPANIES								
5697	TWO FOR LIFE DISTRIBUTION	\$ 15,722.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 15,722.00	0.00	
5698	FIRE PROGRAMS DISTRIBUTION	\$ 25,183.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 25,183.00	0.00	
32200	VOLUNTEER FIRE COMPANIES	\$ 40,905.00	\$ 0.00	\$ 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	\$ 0.00	\$ 1,827.00	\$ 0.00	100.00	
5699	CIVIC CONTRIBUTIONS	\$ 50,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 50,000.00	\$ 0.00	100.00	
32201	BLUE RIDGE VOLUNTEER FIRE COMPAN	\$ 51,827.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 51,827.00	\$ 0.00	100.00	
	FUNC 32202 BOYCE VOLUNTEER FIRE COMPANY								
2860	LINE OF DUTY BENEFITS	\$ 2,898.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,898.00	\$ 0.00	100.00	
5699	CIVIC CONTRIBUTIONS	\$ 50,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 50,000.00	\$ 0.00	100.00	
32202	BOYCE VOLUNTEER FIRE COMPANY	\$ 52,898.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 52,898.00	\$ 0.00	100.00	
	FUNC 32203 ENDERS VOLUNTEER FIRE COMPANY								
2860	LINE OF DUTY BENEFITS	\$ 3,969.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,969.00	\$ 0.00	100.00	
5699	CIVIC CONTRIBUTIONS	\$ 75,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 75,000.00	\$ 0.00	100.00	
32203	ENDERS VOLUNTEER FIRE COMPANY	\$ 78,969.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 78,969.00	\$ 0.00	100.00	
	FUNC 32204 SHENDANDOAH FARMS VOLUNTEER FIRE COMPANY								
2860	LINE OF DUTY BENEFITS	\$ 1,386.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,386.00	\$ 0.00	100.00	
5699	CIVIC CONTRIBUTIONS	\$ 50,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 50,000.00	0.00	
32204	SHENDANDOAH FARMS VOLUNTEER FIRE	\$ 51,386.00	\$ 0.00	\$ 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	\$ 0.00	\$ 4,929.00	\$ 0.00	100.00	
	FUNC 32400 FORESTRY SERVICE								
5699	CIVIC CONTRIBUTION	\$ 2,231.00	\$ 0.00	\$ 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	\$ 0.00	\$ 465,137.00	\$ 44.00	100.01	
	FUNC 33200 JUVENILE DETENTION								
3840	PURCHASED SERVICES - DETENTION C	\$ 50,818.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 38,112.93	\$ 12,705.07	75.00	
	FUNC 33300 PROBATION OFFICE								
5210	POSTAL SERVICES	\$ 125.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 111.00	\$ 14.00	88.80	
5230	TELECOMMUNICATIONS	\$ 500.00	\$ 0.00	\$ 36.16	\$ 36.16	\$ 303.55	\$ 196.45	60.71	
6001	OFFICE SUPPLIES	\$ 300.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 300.00	0.00	

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

Page: 7  
 Date: 06/05/13  
 Time: 15:19:00

Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	Expenditures MAY	Expenditures Year-to-Date	Available Balance	Percent Used
33300	PROBATION OFFICE	\$ 925.00	\$ 0.00	\$ 36.16	\$ 36.16	\$ 414.55	\$ 510.45	44.82
	FUNC 34100 BUILDING INSPECTIONS							
1100	SALARIES - REGULAR	\$ 98,455.00	\$ 8,204.61	\$ 8,204.58	\$ 8,204.58	\$ 90,250.38	\$ 0.01	100.00
2100	FICA BENEFITS	\$ 7,532.00	\$ 571.19	\$ 571.30	\$ 571.30	\$ 6,284.18	\$ 676.63	91.02
2210	VSRS BENEFITS	\$ 11,952.00	\$ 996.10	\$ 996.03	\$ 996.03	\$ 10,956.33	\$ 0.43	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 11,186.00	\$ 997.35	\$ 932.10	\$ 932.10	\$ 10,253.10	\$ 64.45	100.58
2400	LIFE INSURANCE	\$ 1,172.00	\$ 97.59	\$ 97.64	\$ 97.64	\$ 1,074.02	\$ 0.39	99.97
2700	WORKERS COMPENSATION INSURANCE	\$ 1,020.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,020.20	\$ 0.20	100.02
3320	MAINTENANCE SERVICE CONTRACT	\$ 1,900.00	\$ 630.17	\$ 67.95	\$ 67.95	\$ 1,579.83	\$ 310.00	116.32
3500	PRINTING AND BINDING	\$ 600.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 73.05	\$ 526.95	12.17
3600	ADVERTISING	\$ 150.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 150.00	0.00
5210	POSTAL SERVICES	\$ 150.00	\$ 0.00	\$ 16.20	\$ 16.20	\$ 92.18	\$ 57.82	61.45
5230	TELECOMMUNICATIONS	\$ 1,300.00	\$ 109.74	\$ 64.08	\$ 64.08	\$ 591.66	\$ 598.60	53.95
5510	TRAVEL MILEAGE	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 600.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 260.00	\$ 340.00	43.33
5810	DUES & MEMBERSHIPS	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 274.00	\$ 226.00	54.80
6001	OFFICE SUPPLIES	\$ 1,500.00	\$ 0.00	\$ 149.99	\$ 149.99	\$ 406.44	\$ 1,093.56	27.10
6008	VEHICLE AND EQUIP FUEL	\$ 2,500.00	\$ 0.00	\$ 146.97	\$ 146.97	\$ 1,927.08	\$ 572.92	77.08
6012	BOOKS AND SUBSCRIPTIONS	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00
8201	MACHINERY & EQUIPMENT	\$ 0.00	\$ 4,777.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 4,777.00	100.00
34100	BUILDING INSPECTIONS	\$ 141,617.00	\$ 16,383.75	\$ 11,246.84	\$ 11,246.84	\$ 125,042.45	\$ 190.80	99.87
	FUNC 35100 ANIMAL CONTROL							
1100	SALARIES - REGULAR	\$ 35,845.00	\$ 2,987.11	\$ 2,987.08	\$ 2,987.08	\$ 32,857.88	\$ 0.01	100.00
1300	SALARIES - PART TIME	\$ 20,000.00	\$ 0.00	\$ 1,453.76	\$ 1,453.76	\$ 14,489.20	\$ 5,510.80	72.45
2100	FICA BENEFITS	\$ 4,272.00	\$ 193.68	\$ 304.87	\$ 304.87	\$ 3,238.70	\$ 839.62	80.35
2210	VSRS BENEFITS	\$ 4,352.00	\$ 362.65	\$ 362.63	\$ 362.63	\$ 3,988.93	\$ 0.42	99.99
2300	HEALTH INSURANCE BENEFITS	\$ 5,593.00	\$ 498.67	\$ 466.05	\$ 466.05	\$ 5,126.55	\$ 32.22	100.58
2400	LIFE INSURANCE	\$ 427.00	\$ 35.51	\$ 35.55	\$ 35.55	\$ 391.04	\$ 0.45	99.89
2700	WORKERS COMPENSATION INSURANCE	\$ 577.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 577.44	\$ 0.44	100.08
3100	PROFESSIONAL SERVICES	\$ 7,000.00	\$ 0.00	\$ 999.65	\$ 999.65	\$ 4,402.95	\$ 2,597.05	62.90
3500	PRINTING AND BINDING	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 332.30	\$ 132.30	166.15
5210	POSTAL SERVICES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
5230	TELECOMMUNICATIONS	\$ 2,000.00	\$ 54.87	\$ 106.12	\$ 106.12	\$ 1,072.15	\$ 872.98	56.35
5510	TRAVEL MILEAGE	\$ 608.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 608.00	0.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,000.00	0.00
5810	DUES & MEMBERSHIPS	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
6001	OFFICE SUPPLIES	\$ 150.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 25.10	\$ 124.90	16.73
6004	MEDICAL AND LABORATORY SUPPLIES	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,038.69	\$ 538.69	135.91
6008	VEHICLE AND EQUIP FUEL	\$ 848.00	\$ 0.00	\$ 185.80	\$ 185.80	\$ 1,409.29	\$ 561.29	166.19
6011	UNIFORM AND WEARING APPAREL	\$ 400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 136.70	\$ 263.30	34.17
6014	OTHER OPERATING SUPPLIES	\$ 5,000.00	\$ 50.12	\$ 0.00	\$ 0.00	\$ 1,371.97	\$ 3,577.91	28.44
35100	ANIMAL CONTROL	\$ 90,972.00	\$ 4,182.61	\$ 6,901.51	\$ 6,901.51	\$ 71,458.89	\$ 15,330.50	83.15
	FUNC 35300 MEDICAL EXAMINER & INDIGENT BURIAL							
3100	PROFESSIONAL SERVICES	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 60.00	\$ 1,940.00	3.00
	FUNC 35600 COMMUNICATIONS							
1100	Salaries - Regular	\$ 208,522.00	\$ 17,376.81	\$ 17,376.93	\$ 17,376.93	\$ 191,146.23	\$ 1.04	100.00
2100	FICA Benefits	\$ 15,952.00	\$ 1,272.96	\$ 1,272.89	\$ 1,272.89	\$ 14,001.73	\$ 677.31	95.75
2210	VSRS Benefits	\$ 25,315.00	\$ 2,109.63	\$ 2,109.55	\$ 2,109.55	\$ 23,205.05	\$ 0.32	100.00
2300	Health Insurance Benefits	\$ 31,228.00	\$ 2,784.41	\$ 2,602.25	\$ 2,602.25	\$ 28,624.75	\$ 181.16	100.58
2400	Life Insurance	\$ 2,481.00	\$ 206.83	\$ 206.78	\$ 206.78	\$ 2,274.57	\$ 0.40	100.02
2700	Worker's Compensation	\$ 186.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 185.68	\$ 0.32	99.83
3000	PURCHASED SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 280.00	\$ 280.00	100.00

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

Page: 8  
 Date: 06/05/13  
 Time: 15:19:00

Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	Expenditures MAY	Expenditures Year-to-Date	Available Balance	Percent Used
3320	MAINTENANCE SERVICE CONTRACT	\$ 62,338.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 50,536.64	\$ 11,801.36	81.07
3330	SOFTWARE LICENSES	\$ 0.00	\$ 5,710.09	\$ 0.00	\$ 0.00	\$ 5,709.91	\$ 11,420.00	100.00
5230	TELECOMMUNICATIONS	\$ 26,250.00	\$ 362.37	\$ 2,009.26	\$ 2,009.26	\$ 20,539.62	\$ 5,348.01	79.63
5420	TOWER LEASE	\$ 27,412.00	\$ 2,070.00	\$ 2,070.00	\$ 2,070.00	\$ 25,342.29	\$ 0.29	100.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 2,000.00	\$ 0.00	\$ 278.56	\$ 278.56	\$ 1,016.81	\$ 983.19	50.84
5810	DUES & MEMBERSHIPS	\$ 300.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 230.00	\$ 70.00	76.67
6001	OFFICE SUPPLIES	\$ 2,000.00	\$ 0.00	\$ 6.20	\$ 6.20	\$ 2,198.48	\$ 198.48	109.92
6011	UNIFORM AND WEARING APPAREL	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 749.68	\$ 750.32	49.98
6014	OTHER OPERATING SUPPLIES	\$ 300.00	\$ 0.00	\$ 99.99	\$ 99.99	\$ 225.99	\$ 74.01	75.33
35600	COMMUNICATIONS	\$ 405,784.00	\$ 31,893.10	\$ 28,032.41	\$ 28,032.41	\$ 366,267.43	\$ 7,623.47	98.12
3840	FUNC 42400 REFUSE DISPOSAL PURCHASED SERVICES	\$ 168,000.00	\$ 0.00	\$ 1,051.68	\$ 1,051.68	\$ 89,424.49	\$ 78,575.51	53.23
6014	FUNC 42600 LITTER CONTROL PROGRAM OTHER OPERATING SUPPLIES	\$ 5,399.00	\$ 445.82	\$ 150.00	\$ 150.00	\$ 2,708.48	\$ 2,244.70	58.42
3840	FUNC 42700 SANITATION PURCHASED SERVICES	\$ 24,000.00	\$ 0.00	\$ 2,206.36	\$ 2,206.36	\$ 22,063.60	\$ 1,936.40	91.93
5699	CIVIC CONTRIBUTIONS (CCSA)	\$ 39,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 39,000.00	\$ 0.00	100.00
42700	SANITATION	\$ 63,000.00	\$ 0.00	\$ 2,206.36	\$ 2,206.36	\$ 61,063.60	\$ 1,936.40	96.93
1100	FUNC 43200 GENERAL PROPERTY MAINTENANCE SALARIES - REGULAR	\$ 158,749.00	\$ 11,725.03	\$ 11,725.05	\$ 11,725.05	\$ 133,267.69	\$ 13,756.28	91.33
1300	SALARIES - PART TIME	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 189.00	\$ 189.00	100.00
2100	FICA BENEFITS	\$ 12,144.00	\$ 812.43	\$ 804.12	\$ 804.12	\$ 9,406.65	\$ 1,924.92	84.15
2210	VRS BENEFITS	\$ 19,272.00	\$ 1,408.01	\$ 1,408.04	\$ 1,408.04	\$ 15,962.94	\$ 1,901.05	90.14
2300	HEALTH INSURANCE BENEFITS	\$ 20,611.00	\$ 1,676.41	\$ 1,695.55	\$ 1,695.55	\$ 15,466.85	\$ 3,467.74	83.18
2400	LIFE INSURANCE	\$ 1,889.00	\$ 139.51	\$ 139.53	\$ 139.53	\$ 1,585.93	\$ 163.56	91.34
2700	WORKERS COMPENSATION INSURANCE	\$ 4,086.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 4,086.34	\$ 0.34	100.01
3310	REPAIR & MAINTENANCE	\$ 11,835.00	\$ 5,256.90	\$ 0.00	\$ 0.00	\$ 5,899.00	\$ 679.10	94.26
3320	MAINTENANCE SERVICE CONTRACT	\$ 92,423.00	\$ 32,482.19	\$ 3,795.14	\$ 3,795.14	\$ 59,940.02	\$ 0.79	100.00
3600	ADVERTISING	\$ 43.00	\$ 0.00	\$ 42.90	\$ 42.90	\$ 42.90	\$ 0.10	99.77
5110	ELECTRICAL SERVICES	\$ 9.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 8.40	\$ 0.60	93.33
5130	WATER & SEWAGE SERVICES	\$ 555.00	\$ 0.00	\$ 6.95	\$ 6.95	\$ 277.10	\$ 277.90	49.93
5230	TELECOMMUNICATIONS	\$ 3,900.00	\$ 909.14	\$ 252.58	\$ 252.58	\$ 2,616.51	\$ 374.35	90.40
5301	BOILER INSURANCE	\$ 1,952.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,952.00	\$ 0.00	100.00
5302	FIRE INSURANCE	\$ 19,420.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 19,420.00	\$ 0.00	100.00
5305	MOTOR VEHICLE INSURANCE	\$ 5,130.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 5,130.00	\$ 0.00	100.00
5308	GENERAL LIABILITY INSURANCE	\$ 8,356.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 8,356.00	\$ 0.00	100.00
6005	LAUNDRY, HOUSEKEEPING, & JANITOR	\$ 11,000.00	\$ 4,121.14	\$ 1,734.32	\$ 1,734.32	\$ 9,378.86	\$ 2,500.00	122.73
6007	REPAIR AND MAINTENANCE SUPPLIES	\$ 16,500.00	\$ 4,836.85	\$ 2,133.68	\$ 2,133.68	\$ 11,376.31	\$ 286.84	98.26
6008	VEHICLE AND EQUIP FUEL	\$ 6,165.00	\$ 0.00	\$ 463.82	\$ 463.82	\$ 6,164.46	\$ 0.54	99.99
6009	VEHICLE AND EQUIPMENT SUPPLIES	\$ 2,544.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,543.73	\$ 0.27	99.99
6014	OTHER OPERATING SUPPLIES	\$ 376.00	\$ 0.00	\$ 6.00	\$ 6.00	\$ 375.24	\$ 0.76	99.80
8201	MACHINERY & EQUIPMENT	\$ 2,688.00	\$ 118.33	\$ 1,793.59	\$ 1,793.59	\$ 2,568.86	\$ 0.81	99.97
43200	GENERAL PROPERTY MAINTENANCE	\$ 399,647.00	\$ 63,485.94	\$ 26,001.27	\$ 26,001.27	\$ 316,014.79	\$ 20,146.27	94.96
3100	FUNC 43201 ENERGY IMPROVEMENTS PROFESSIONAL SERVICES	\$ 2,375.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,375.00	\$ 0.00	100.00
3100	FUNC 43202 101 CHALMERS COURT PROFESSIONAL SERVICES	\$ 735.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 735.00	\$ 0.00	100.00
3310	REPAIR & MAINTENANCE	\$ 20,823.00	\$ 2,705.38	\$ 3,041.72	\$ 3,041.72	\$ 18,117.11	\$ 0.51	100.00
3320	MAINTENANCE SERVICE CONTRACTS	\$ 34,935.00	\$ 9,414.79	\$ 2,053.18	\$ 2,053.18	\$ 25,268.49	\$ 251.72	99.28
3600	ADVERTISING	\$ 185.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 184.34	\$ 0.66	99.64

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

Page: 9  
 Date: 06/05/13  
 Time: 15:19:00

Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	Expenditures MAY	Expenditures Year-to-Date	Available Balance	Percent Used
5110	ELECTRICAL SERVICES	\$ 20,000.00	\$ 0.00	\$ 2,046.68	\$ 16,278.85	\$ 3,721.15	81.39	
5120	HEATING SERVICES	\$ 3,374.00	\$ 0.00	\$ 176.53	\$ 3,373.23	\$ 0.77	99.98	
5130	WATER & SEWAGE SERVICES	\$ 2,984.00	\$ 0.00	\$ 74.27	\$ 1,983.90	\$ 1,000.10	66.48	
5410	LEASE OF EQUIPMENT	\$ 265.00	\$ 0.00	\$ 0.00	\$ 264.97	\$ 0.03	99.99	
6000	MATERIALS AND SUPPLIES	\$ 51.00	\$ 0.00	\$ 0.00	\$ 50.50	\$ 0.50	99.02	
6007	REPAIR AND MAINT SUPPLIES	\$ 2,937.00	\$ 0.00	\$ 240.33	\$ 2,936.65	\$ 0.35	99.99	
43202	101 CHALMERS COURT	\$ 86,289.00	\$ 12,120.17	\$ 7,632.71	\$ 69,193.04	\$ 4,975.79	94.23	
	FUNC 43205 129 RAMSBURG LN MAINTENANCE DEPT							
3310	REPAIR & MAINTENANCE	\$ 2,198.00	\$ 446.50	\$ 0.00	\$ 1,751.60	\$ 0.10	100.00	
3320	MAINTENANCE SERVICE CONTRACTS	\$ 105.00	\$ 0.00	\$ 0.00	\$ 104.50	\$ 0.50	99.52	
5110	ELECTRICAL SERVICES	\$ 3,200.00	\$ 0.00	\$ 206.68	\$ 2,012.22	\$ 1,187.78	62.88	
5120	HEATING SERVICES	\$ 3,179.00	\$ 0.00	\$ 0.00	\$ 3,178.46	\$ 0.54	99.98	
5130	WATER & SEWAGE SERVICES	\$ 225.00	\$ 0.00	\$ 0.00	\$ 100.75	\$ 124.25	44.78	
43205	129 RAMSBURG LN MAINTENANCE DEPT	\$ 8,907.00	\$ 446.50	\$ 206.68	\$ 7,147.53	\$ 1,312.97	85.26	
	FUNC 43206 100 N CHRUCH ST/RADIO TOWER							
3310	REPAIR & MAINTENANCE	\$ 4,766.00	\$ 6.00	\$ 335.49	\$ 4,760.24	\$ 0.24	100.01	
3320	MAINTENANCE SERVICE CONTRACTS	\$ 2,770.00	\$ 900.00	\$ 0.00	\$ 1,870.00	\$ 0.00	100.00	
5110	ELECTRICAL SERVICES	\$ 12,100.00	\$ 0.00	\$ 1,211.29	\$ 8,489.98	\$ 3,610.02	70.17	
5120	HEATING SERVICES	\$ 2,570.00	\$ 0.00	\$ 90.88	\$ 2,566.54	\$ 3.46	99.87	
5130	WATER & SEWAGE SERVICES	\$ 2,987.00	\$ 0.00	\$ 845.61	\$ 2,986.80	\$ 0.20	99.99	
6007	REPAIR AND MAINT SUPPLIES	\$ 182.00	\$ 0.00	\$ 0.00	\$ 181.32	\$ 0.68	99.63	
43206	100 N CHRUCH ST/RADIO TOWER	\$ 25,375.00	\$ 906.00	\$ 2,483.27	\$ 20,854.88	\$ 3,614.12	85.76	
	FUNC 43207 102 N CHRUCH ST							
3310	REPAIR & MAINTENANCE	\$ 15,470.00	\$ 1,000.00	\$ 0.00	\$ 14,469.45	\$ 0.55	100.00	
3320	MAINTENANCE SERVICE CONTRACTS	\$ 171.00	\$ 0.00	\$ 0.00	\$ 171.00	\$ 0.00	100.00	
5110	ELECTRICAL SERVICES	\$ 21,000.00	\$ 0.00	\$ 2,238.20	\$ 19,504.70	\$ 1,495.30	92.88	
6007	REPAIR AND MAINT SUPPLIES	\$ 1,052.00	\$ 0.00	\$ 32.11	\$ 1,051.70	\$ 0.30	99.97	
43207	102 N CHRUCH ST	\$ 37,693.00	\$ 1,000.00	\$ 2,270.31	\$ 35,196.85	\$ 1,496.15	96.03	
	FUNC 43208 104 N CHURCH/106 N CHURCH ST							
3310	REPAIR & MAINTENANCE	\$ 27,916.00	\$ 8,920.27	\$ 2,071.73	\$ 18,995.50	\$ 0.23	100.00	
3320	MAINTENANCE SERVICE CONTRACTS	\$ 1,643.00	\$ 0.00	\$ 0.00	\$ 1,643.00	\$ 0.00	100.00	
5110	ELECTRICAL SERVICES	\$ 9,200.00	\$ 0.00	\$ 564.63	\$ 6,040.40	\$ 3,159.60	65.66	
5120	HEATING SERVICES	\$ 3,542.00	\$ 0.00	\$ 126.48	\$ 3,511.95	\$ 30.05	99.15	
5130	WATER & SEWAGE SERVICES	\$ 900.00	\$ 0.00	\$ 22.07	\$ 573.82	\$ 326.18	63.76	
6007	REPAIR AND MAINT SUPPLIES	\$ 1,156.00	\$ 0.00	\$ 349.58	\$ 1,155.37	\$ 0.63	99.95	
43208	104 N CHURCH/106 N CHURCH ST	\$ 44,357.00	\$ 8,920.27	\$ 3,134.49	\$ 31,920.04	\$ 3,516.69	92.07	
	FUNC 43209 225 RAMSBURG LANE ANIMAL SHELTER							
3310	PROFESSIONAL SERVICES	\$ 6,415.00	\$ 0.00	\$ 0.00	\$ 5,415.13	\$ 999.87	84.41	
3320	MAINTENANCE SERVICE CONTRACTS	\$ 513.00	\$ 0.00	\$ 0.00	\$ 513.00	\$ 0.00	100.00	
5110	ELECTRICAL SERVICES	\$ 4,800.00	\$ 0.00	\$ 0.00	\$ 3,746.05	\$ 1,053.95	78.04	
5120	HEATING SERVICES	\$ 6,517.00	\$ 0.00	\$ 0.00	\$ 6,516.99	\$ 0.01	100.00	
5130	WATER & SEWAGE SERVICES	\$ 50.00	\$ 0.00	\$ 15.50	\$ 15.50	\$ 34.50	31.00	
6007	REPAIR AND MAINT SUPPLIES	\$ 1,064.00	\$ 0.00	\$ 0.00	\$ 1,063.26	\$ 0.74	99.93	
43209	225 RAMSBURG LANE ANIMAL SHELTER	\$ 19,359.00	\$ 0.00	\$ 15.50	\$ 17,269.93	\$ 2,089.07	89.21	
	FUNC 43210 524 WESTWOOD RD							
3310	REPAIR & MAINTENANCE	\$ 1,255.00	\$ 0.00	\$ 216.00	\$ 1,254.34	\$ 0.66	99.95	
3320	MAINTENANCE SERVICE CONTRACTS	\$ 190.00	\$ 0.00	\$ 0.00	\$ 190.00	\$ 0.00	100.00	



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

Page: 10  
 Date: 06/05/13  
 Time: 15:19:00

Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	Expenditures MAY	Expenditures Year-to-Date	Available Balance	Percent Used
5110	ELECTRICAL SERVICES	\$ 1,900.00	\$ 0.00	\$ 99.53	\$ 1,375.16	\$ 524.84	72.38	
5120	HEATING SERVICES	\$ 1,718.00	\$ 0.00	\$ 205.73	\$ 1,717.41	\$ 0.59	99.97	
6007	REPAIR AND MAINT SUPPLIES	\$ 189.00	\$ 0.00	\$ 0.00	\$ 188.59	\$ 0.41	99.78	
43210	524 WESTWOOD RD	\$ 5,252.00	\$ 0.00	\$ 521.26	\$ 4,725.50	\$ 526.50	89.98	
	FUNC 43211 225 AL SMITH CIR REC CENTER							
3310	REPAIR & MAINTENANCE	\$ 33,469.00	\$ 562.57	\$ 0.00	\$ 32,905.83	\$ 0.60	100.00	
3320	MAINTENANCE SERVICE CONTRACTS	\$ 1,300.00	\$ 0.00	\$ 0.00	\$ 1,209.00	\$ 91.00	93.00	
3600	ADVERTISING	\$ 172.00	\$ 0.00	\$ 171.60	\$ 171.60	\$ 0.40	99.77	
5110	ELECTRICAL SERVICES	\$ 16,400.00	\$ 0.00	\$ 1,777.30	\$ 15,705.99	\$ 694.01	95.77	
5120	HEATING SERVICES	\$ 4,600.00	\$ 0.00	\$ 0.00	\$ 4,439.92	\$ 160.08	96.52	
5130	WATER & SEWAGE SERVICES	\$ 2,700.00	\$ 0.00	\$ 186.00	\$ 1,720.50	\$ 979.50	63.72	
6007	REPAIR AND MAINT SUPPLIES	\$ 2,745.00	\$ 0.00	\$ 613.91	\$ 2,744.71	\$ 0.29	99.99	
43211	225 AL SMITH CIR REC CENTER	\$ 61,386.00	\$ 562.57	\$ 2,405.61	\$ 58,897.55	\$ 1,925.88	96.86	
	FUNC 43212 225 AL SMITH CIR PARK OFFICE/GROUNDS							
3310	REPAIR & MAINTENANCE	\$ 5,945.00	\$ 724.41	\$ 502.66	\$ 5,220.54	\$ 0.05	100.00	
5110	ELECTRICAL SERVICES	\$ 7,600.00	\$ 0.00	\$ 532.84	\$ 5,762.83	\$ 1,837.17	75.83	
5130	WATER & SEWAGE SERVICES	\$ 2,800.00	\$ 0.00	\$ 195.76	\$ 1,761.30	\$ 1,038.70	62.90	
6007	REPAIR AND MAINT SUPPLIES	\$ 7,672.00	\$ 2,203.00	\$ 0.00	\$ 5,468.94	\$ 0.06	100.00	
43212	225 AL SMITH CIR PARK OFFICE/GRO	\$ 24,017.00	\$ 2,927.41	\$ 1,231.26	\$ 18,213.61	\$ 2,875.98	88.03	
	FUNC 43213 225 AL SMITH CIR POOL							
3310	REPAIR & MAINTENANCE	\$ 1,000.00	\$ 624.75	\$ 0.00	\$ 375.25	\$ 0.00	100.00	
5110	ELECTRICAL SERVICES	\$ 9,500.00	\$ 0.00	\$ 98.02	\$ 3,118.70	\$ 6,381.30	32.83	
5130	WATER & SEWAGE SERVICES	\$ 7,358.00	\$ 0.00	\$ 11.04	\$ 4,645.76	\$ 2,712.24	63.14	
6007	REPAIR AND MAINT SUPPLIES	\$ 195.00	\$ 0.00	\$ 81.15	\$ 194.59	\$ 0.41	99.79	
43213	225 AL SMITH CIR POOL	\$ 18,053.00	\$ 624.75	\$ 190.21	\$ 8,334.30	\$ 9,093.95	49.63	
	FUNC 43214 225 AL SMITH CIR BASEBALL							
5110	ELECTRICAL SERVICES	\$ 1,700.00	\$ 0.00	\$ 105.14	\$ 1,040.07	\$ 659.93	61.18	
6007	REPAIR AND MAINT SUPPLIES	\$ 7,451.00	\$ 0.00	\$ 383.18	\$ 7,450.79	\$ 0.21	100.00	
43214	225 AL SMITH CIR BASEBALL	\$ 9,151.00	\$ 0.00	\$ 488.32	\$ 8,490.86	\$ 660.14	92.79	
	FUNC 43215 225 AL SMITH CIR SOCCER							
3310	REPAIR & MAINTENANCE	\$ 645.00	\$ 0.00	\$ 320.00	\$ 645.00	\$ 0.00	100.00	
5110	ELECTRICAL SERVICES	\$ 700.00	\$ 0.00	\$ 27.12	\$ 491.28	\$ 208.72	70.18	
6007	REPAIR AND MAINT SUPPLIES	\$ 4,136.00	\$ 0.00	\$ 0.00	\$ 4,135.43	\$ 0.57	99.99	
43215	225 AL SMITH CIR SOCCER	\$ 5,481.00	\$ 0.00	\$ 347.12	\$ 5,271.71	\$ 209.29	96.18	
	FUNC 43232 32 E MAIN ST							
6007	REPAIR AND MAINT SUPPLIES	\$ 14.00	\$ 0.00	\$ 0.00	\$ 13.80	\$ 0.20	98.57	
	FUNC 43236 36 E MAIN ST							
3310	REPAIR & MAINTENANCE	\$ 7,382.00	\$ 691.74	\$ 0.00	\$ 6,690.26	\$ 0.00	100.00	
5110	ELECTRICAL SERVICES	\$ 750.00	\$ 0.00	\$ 45.76	\$ 460.08	\$ 289.92	61.34	
5120	HEATING SERVICES	\$ 2,423.00	\$ 0.00	\$ 0.00	\$ 2,422.87	\$ 0.13	99.99	
5130	WATER & SEWAGE SERVICES	\$ 600.00	\$ 0.00	\$ 11.04	\$ 485.57	\$ 114.43	80.93	
6007	REPAIR AND MAINT SUPPLIES	\$ 2.00	\$ 0.00	\$ 0.00	\$ 1.99	\$ 0.01	99.50	
43236	36 E MAIN ST	\$ 11,157.00	\$ 691.74	\$ 56.80	\$ 10,060.77	\$ 404.49	96.37	
	FUNC 43237 311 E MAIN ST							

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

Page: 11  
 Date: 06/05/13  
 Time: 15:19:00

Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	Expenditures MAY	Expenditures Year-to-Date	Available Balance	Percent Used
3310	REPAIR & MAINTENANCE	\$ 5,128.00	\$ 37.96	\$ 962.04	\$ 962.04	\$ 5,089.72	\$ 0.32	99.99
3320	MAINTENANCE SERVICE CONTRACTS	\$ 1,624.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,624.00	\$ 0.00	100.00
5110	ELECTRICAL SERVICES	\$ 6,800.00	\$ 0.00	\$ 678.50	\$ 678.50	\$ 6,625.77	\$ 174.23	97.44
5130	WATER & SEWAGE SERVICES	\$ 800.00	\$ 0.00	\$ 66.21	\$ 66.21	\$ 673.14	\$ 126.86	84.14
6007	REPAIR AND MAINT SUPPLIES	\$ 1,925.00	\$ 0.00	\$ 112.12	\$ 112.12	\$ 1,924.28	\$ 0.72	99.96
43237	311 E MAIN ST	\$ 16,277.00	\$ 37.96	\$ 1,818.87	\$ 1,818.87	\$ 15,936.91	\$ 302.13	98.14
FUNC 51100 LOCAL HEALTH DEPARTMENT								
5610	CIVIC CONTRIBUTIONS	\$ 199,000.00	\$ 0.00	\$ 49,750.00	\$ 49,750.00	\$ 199,000.00	\$ 0.00	100.00
FUNC 51200 OUR HEALTH								
5699	CIVIC CONTRIBUTIONS	\$ 6,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 6,500.00	\$ 0.00	100.00
FUNC 52500 NORTHWESTERN COMMUNITY SERVICES								
5620	CIVIC CONTRIBUTIONS	\$ 82,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 82,000.00	\$ 0.00	100.00
FUNC 52800 CONCERN HOTLINE								
5699	CIVIC CONTRIBUTIONS	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	\$ 0.00	100.00
FUNC 52900 NW WORKS								
5699	CIVIC CONTRIBUTIONS	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	\$ 0.00	100.00
FUNC 53230 SHENANDOAH AREA AGENCY ON AGING								
5699	CIVIC CONTRIBUTIONS	\$ 40,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 40,000.00	\$ 0.00	100.00
FUNC 53240 VIRGINIA REGIONAL TRANSIT								
5699	CIVIC CONTRIBUTIONS	\$ 17,639.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 13,229.25	\$ 4,409.75	75.00
FUNC 53500 THE LAUREL CENTER (SHELTER FOR ABUSED WOMEN)								
5699	CIVIC CONTRIBUTIONS	\$ 2,000.00	\$ 0.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 0.00	100.00
FUNC 53600 ACCESS INDEPENDENCE								
5699	CIVIC CONTRIBUTIONS	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	\$ 0.00	100.00
FUNC 69100 LORD FAIRFAX COMMUNITY COLLEGE								
5699	CIVIC CONTRIBUTIONS	\$ 14,355.00	\$ 0.00	\$ 3,588.75	\$ 3,588.75	\$ 14,355.00	\$ 0.00	100.00
FUNC 71100 PARKS ADMINISTRATION								
1100	SALARIES - REGULAR	\$ 232,243.00	\$ 19,353.61	\$ 19,353.58	\$ 19,353.58	\$ 212,889.38	\$ 0.01	100.00
1300	SALARIES - PART TIME	\$ 13,356.00	\$ 0.00	\$ 911.25	\$ 911.25	\$ 11,025.00	\$ 2,331.00	82.55
2100	FICA BENEFITS	\$ 18,789.00	\$ 1,345.25	\$ 1,414.89	\$ 1,414.89	\$ 15,640.28	\$ 1,803.47	90.40
2210	VRSR BENEFITS	\$ 28,194.00	\$ 2,349.59	\$ 2,349.52	\$ 2,349.52	\$ 25,844.72	\$ 0.31	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 29,143.00	\$ 2,556.97	\$ 2,389.69	\$ 2,389.69	\$ 26,286.59	\$ 299.44	98.97
2400	LIFE INSURANCE	\$ 2,764.00	\$ 230.20	\$ 230.32	\$ 230.32	\$ 2,533.49	\$ 0.31	99.99
2700	WORKERS COMPENSATION INSURANCE	\$ 8,165.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 8,164.69	\$ 0.31	100.00
3300	PURCHASED SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 13.77	\$ 13.77	100.00
3320	MAINTENANCE SERVICE CONTRACT	\$ 4,772.00	\$ 533.62	\$ 174.74	\$ 174.74	\$ 1,798.38	\$ 2,440.00	48.87
3500	PRINTING AND BINDING	\$ 1,225.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 355.86	\$ 869.14	29.05
3600	ADVERTISING	\$ 1,190.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 562.95	\$ 627.05	47.31
5210	POSTAL SERVICES	\$ 6,260.00	\$ 0.00	\$ 126.36	\$ 126.36	\$ 4,424.15	\$ 1,835.85	70.67
5230	TELECOMMUNICATIONS	\$ 3,961.00	\$ 0.00	\$ 136.40	\$ 136.40	\$ 1,331.01	\$ 2,629.99	33.60
5400	LEASES AND RENTALS	\$ 530.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,270.32	\$ 2,740.32	617.04
5510	TRAVEL MILEAGE	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 2,274.00	\$ 0.00	\$ 60.00	\$ 60.00	\$ 1,278.18	\$ 995.82	56.21
5810	DUES & MEMBERSHIPS	\$ 1,775.00	\$ 0.00	\$ 54.00	\$ 54.00	\$ 1,771.00	\$ 4.00	99.77
6001	OFFICE SUPPLIES	\$ 2,500.00	\$ 0.00	\$ 328.43	\$ 328.43	\$ 2,060.39	\$ 439.61	82.42
6003	AGRICULTURAL SUPPLIES	\$ 1,090.00	\$ 0.00	\$ 554.00	\$ 554.00	\$ 554.00	\$ 536.00	50.83
6008	VEHICLE AND EQUIP FUEL	\$ 2,000.00	\$ 0.00	\$ 98.86	\$ 98.86	\$ 791.87	\$ 1,208.13	39.59

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

Page: 12  
 Date: 06/05/13  
 Time: 15:19:00

Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	Expenditures MAY	Expenditures Year-to-Date	Available Balance	Percent Used
6011	UNIFORM AND WEARING APPAREL	\$ 1,250.00	\$ 0.00	\$ 247.40	\$ 880.65	\$ 369.35	70.45	
6013	EDUCATIONAL AND REC SUPPLIES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 61.40	\$ 61.40	100.00	
6014	OTHER OPERATING SUPPLIES	\$ 1,856.00	\$ 0.00	\$ 100.00	\$ 1,247.12	\$ 608.88	67.19	
71100	PARKS ADMINISTRATION	\$ 363,437.00	\$ 26,369.24	\$ 28,529.44	\$ 322,785.20	\$ 14,282.56	96.07	
	FUNC 71310 CLARKE COUNTY RECREATION CENTER							
1100	SALARIES - REGULAR	\$ 43,210.00	\$ 3,600.86	\$ 3,600.83	\$ 39,609.13	\$ 0.01	100.00	
1300	SALARIES - PART TIME	\$ 25,809.00	\$ 0.00	\$ 2,597.20	\$ 24,711.89	\$ 1,097.11	95.75	
2100	FICA BENEFITS	\$ 5,280.00	\$ 272.86	\$ 471.50	\$ 4,891.56	\$ 115.58	97.81	
2210	VRSR BENEFITS	\$ 5,246.00	\$ 437.15	\$ 437.14	\$ 4,808.54	\$ 0.31	99.99	
2300	HEALTH INSURANCE BENEFITS	\$ 5,127.00	\$ 457.15	\$ 427.24	\$ 4,699.64	\$ 29.79	100.58	
2400	LIFE INSURANCE	\$ 514.00	\$ 42.85	\$ 42.85	\$ 471.35	\$ 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	\$ 79.45	\$ 120.55	39.73	
5230	TELECOMMUNICATIONS	\$ 400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	0.00	
5830	REFUNDS	\$ 400.00	\$ 0.00	\$ 0.00	\$ 130.00	\$ 270.00	32.50	
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	\$ 169.68	\$ 1,180.56	\$ 639.44	64.87	
6013	EDUCATIONAL AND RECREATIONAL SUP	\$ 2,300.00	\$ 0.00	\$ 442.81	\$ 1,921.91	\$ 378.09	83.56	
6014	OTHER OPERATING SUPPLIES	\$ 4,500.00	\$ 0.00	\$ 39.83	\$ 4,311.52	\$ 188.48	95.81	
6015	MERCHANDISE FOR RESALE	\$ 10,000.00	\$ 0.00	\$ 11.82	\$ 3,280.11	\$ 6,719.89	32.80	
71310	CLARKE COUNTY RECREATION CENTER	\$ 105,740.00	\$ 4,810.87	\$ 8,240.90	\$ 90,780.03	\$ 10,149.10	90.40	
	FUNC 71320 SWIMMING POOL							
1300	SALARIES - PART TIME	\$ 60,251.00	\$ 0.00	\$ 28.00	\$ 39,881.47	\$ 20,369.53	66.19	
2100	FICA BENEFITS	\$ 4,610.00	\$ 0.00	\$ 2.15	\$ 3,050.93	\$ 1,559.07	66.18	
3100	PROFESSIONAL SERVICES	\$ 2,900.00	\$ 2,450.00	\$ 0.00	\$ 105.00	\$ 345.00	88.10	
3600	ADVERTISING	\$ 0.00	\$ 0.00	\$ 0.00	\$ 79.45	\$ 79.45	100.00	
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	\$ 56.70	\$ 56.70	\$ 1,086.30	4.96	
6013	EDUCATIONAL AND RECREATIONAL SUP	\$ 1,700.00	\$ 0.00	\$ 405.52	\$ 619.37	\$ 1,080.63	36.43	
6014	OTHER OPERATING SUPPLIES	\$ 2,000.00	\$ 0.00	\$ 148.96	\$ 270.14	\$ 1,729.86	13.51	
6015	MERCHANDISE FOR RESALE	\$ 2,400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,400.00	0.00	
6026	POOL CHEMICALS	\$ 11,000.00	\$ 3,284.00	\$ 0.00	\$ 2,245.00	\$ 5,471.00	50.26	
71320	SWIMMING POOL	\$ 89,479.00	\$ 5,734.00	\$ 641.33	\$ 47,598.06	\$ 36,146.94	59.60	
	FUNC 71330 CONCESSION STAND							
1300	SALARIES/WAGES - PART TIME	\$ 4,400.00	\$ 0.00	\$ 306.13	\$ 4,034.51	\$ 365.49	91.69	
2100	FICA	\$ 337.00	\$ 0.00	\$ 23.42	\$ 308.65	\$ 28.35	91.59	
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	\$ 329.55	\$ 9,755.42	\$ 11,481.58	45.94	
	FUNC 71350 PROGRAMS							
1100	SALARIES/WAGES - REGULAR	\$ 33,856.00	\$ 2,636.75	\$ 2,636.75	\$ 30,111.73	\$ 1,107.52	96.73	
1300	SALARIES - PART TIME	\$ 94,500.00	\$ 0.00	\$ 4,186.65	\$ 65,240.41	\$ 29,259.59	69.04	
2100	FICA BENEFITS	\$ 9,820.00	\$ 148.41	\$ 468.66	\$ 7,057.02	\$ 2,614.57	73.38	
2210	VRSR	\$ 4,110.00	\$ 320.11	\$ 320.10	\$ 3,655.56	\$ 134.33	96.73	
2300	HOSPITAL/MEDICAL PLANS	\$ 0.00	\$ 728.35	\$ 680.74	\$ 3,403.70	\$ 4,132.05	100.00	
2400	LIFE INSURANCE	\$ 403.00	\$ 31.37	\$ 31.38	\$ 358.33	\$ 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	
3100	PROFESSIONAL SERVICES	\$ 50,500.00	\$ 37,436.74	\$ 2,278.70	\$ 43,591.27	\$ 30,528.01	160.45	

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

Page: 13  
 Date: 06/05/13  
 Time: 15:19:00

Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	MAY	Expenditures Year-to-Date	Available Balance	Percent Used
3500	PRINTING AND BINDING	\$ 9,000.00	\$ 3,760.00	\$ 0.00	\$ 0.00	\$ 7,717.96	\$ 2,477.96	127.53
3600	ADVERTISING	\$ 1,700.00	\$ 0.00	\$ 228.80	\$ 228.80	\$ 521.45	\$ 1,178.55	30.67
5210	POSTAL SERVICES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
5400	LEASES AND RENTALS	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 224.03	\$ 1,275.97	14.94
5540	TRAVEL CONVENTION & EDUCATION	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 94.35	\$ 405.65	18.87
5560	GROUP TRIPS	\$ 15,000.00	\$ 0.00	\$ 200.00	\$ 200.00	\$ 1,783.72	\$ 13,216.28	11.89
5810	DUES & MEMBERSHIPS	\$ 500.00	\$ 0.00	\$ 54.00	\$ 54.00	\$ 440.00	\$ 60.00	88.00
5830	REFUNDS	\$ 7,500.00	\$ 0.00	\$ 308.00	\$ 308.00	\$ 3,746.40	\$ 3,753.60	49.95
6001	OFFICE SUPPLIES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 227.89	\$ 127.89	227.89
6002	FOOD SUPPLIES & FOOD SERVICE SUP	\$ 6,900.00	\$ 0.00	\$ 317.64	\$ 317.64	\$ 4,542.49	\$ 2,357.51	65.83
6011	UNIFORM AND WEARING APPAREL	\$ 3,000.00	\$ 0.00	\$ 520.35	\$ 520.35	\$ 1,797.65	\$ 1,202.35	59.92
6013	EDUCATIONAL AND RECREATIONAL SUP	\$ 6,500.00	\$ 0.00	\$ 373.94	\$ 373.94	\$ 3,781.14	\$ 2,718.86	58.17
6014	OTHER OPERATING SUPPLIES	\$ 5,000.00	\$ 3,492.00	\$ 276.77	\$ 276.77	\$ 1,745.89	\$ 237.89	104.76
6015	MERCHANDISE FOR RESALE	\$ 6,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 6,096.00	\$ 96.00	101.60
71350	PROGRAMS	\$ 257,362.00	\$ 48,553.73	\$ 12,424.88	\$ 12,424.88	\$ 187,381.63	\$ 21,426.64	91.67
FUNC 72220 JOSEPHINE SCHOOL COMMUNITY MUSEUM								
5699	CIVIC CONTRIBUTIONS	\$ 7,290.00	\$ 0.00	\$ 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	\$ 0.00	\$ 0.00	\$ 9,000.00	\$ 1,000.00	90.00
FUNC 73200 REGIONAL LIBRARY								
5699	CIVIC CONTRIBUTIONS	\$ 182,119.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 182,119.00	\$ 0.00	100.00
FUNC 81110 PLANNING ADMINISTRATION								
1100	SALARIES - REGULAR	\$ 225,353.00	\$ 19,133.37	\$ 19,133.61	\$ 19,133.61	\$ 210,469.71	\$ 4,250.08	101.89
2100	FICA BENEFITS	\$ 17,239.00	\$ 1,456.38	\$ 1,456.48	\$ 1,456.48	\$ 16,021.28	\$ 238.66	101.38
2210	VRS BENEFITS	\$ 27,358.00	\$ 2,322.79	\$ 2,322.82	\$ 2,322.82	\$ 25,551.02	\$ 515.81	101.89
2300	HEALTH INSURANCE BENEFITS	\$ 20,987.00	\$ 1,600.01	\$ 1,495.34	\$ 1,495.34	\$ 16,448.74	\$ 2,938.25	86.00
2400	LIFE INSURANCE	\$ 2,682.00	\$ 227.60	\$ 227.70	\$ 227.70	\$ 2,504.70	\$ 50.30	101.88
2700	WORKERS COMPENSATION INSURANCE	\$ 3,608.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,608.17	\$ 0.17	100.00
3100	PROFESSIONAL SERVICES	\$ 30,000.00	\$ 0.00	\$ 1,218.00	\$ 1,218.00	\$ 5,356.93	\$ 24,643.07	17.86
3140	ENGINEERING REVIEW EXPENDITURES	\$ 5,000.00	\$ 0.00	\$ 170.00	\$ 170.00	\$ 5,400.36	\$ 400.36	108.01
3320	MAINTENANCE SERVICE CONTRACT	\$ 700.00	\$ 400.23	\$ 0.00	\$ 0.00	\$ 199.77	\$ 100.00	85.71
3500	PRINTING AND BINDING	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 707.60	\$ 2,292.40	23.59
3600	ADVERTISING	\$ 2,000.00	\$ 0.00	\$ 157.30	\$ 157.30	\$ 1,515.70	\$ 484.30	75.78
5210	POSTAL SERVICES	\$ 1,500.00	\$ 0.00	\$ 147.04	\$ 147.04	\$ 859.26	\$ 640.74	57.28
5230	TELECOMMUNICATIONS	\$ 400.00	\$ 0.00	\$ 19.06	\$ 19.06	\$ 193.35	\$ 206.65	48.34
5510	TRAVEL MILEAGE	\$ 1,500.00	\$ 0.00	\$ 164.16	\$ 164.16	\$ 630.69	\$ 869.31	42.05
5540	TRAVEL CONVENTION & EDUCATION	\$ 2,000.00	\$ 0.00	\$ 900.00	\$ 900.00	\$ 2,940.00	\$ 940.00	147.00
5810	DUES & MEMBERSHIPS	\$ 750.00	\$ 0.00	\$ 10.00	\$ 10.00	\$ 55.00	\$ 695.00	7.33
6001	OFFICE SUPPLIES	\$ 2,500.00	\$ 0.00	\$ 407.05	\$ 407.05	\$ 1,977.68	\$ 522.32	79.11
6012	BOOKS AND SUBSCRIPTIONS	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 21.99	\$ 1,978.01	1.10
81110	PLANNING ADMINISTRATION	\$ 348,577.00	\$ 25,140.38	\$ 27,828.56	\$ 27,828.56	\$ 294,461.95	\$ 28,974.67	91.69
FUNC 81300 HELP WITH HOUSING								
5699	CIVIC CONTRIBUTIONS	\$ 7,200.00	\$ 0.00	\$ 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	\$ 0.00	\$ 250.00	0.00
2100	FICA	\$ 20.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 20.00	0.00
3100	PROFESSIONAL SERVICES	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 4,553.82	\$ 2,553.82	227.69
3160	BOARD SERVICES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
3600	ADVERTISING	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
5210	POSTAL SERVICES	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00
5810	DUES & MEMBERSHIPS	\$ 150.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 150.00	0.00

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

Page: 14  
 Date: 06/05/13  
 Time: 15:19:00

Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	Expenditures MAY	Expenditures Year-to-Date	Available Balance	Percent Used
81400	BOARD OF ZONING APPEALS	\$ 3,620.00	\$ 0.00	\$ 0.00	\$	\$ 4,553.82	\$ 933.82-	125.80
	FUNC 81510 OFFICE OF ECONOMIC DEVELOPMENT							
1100	SALARIES AND WAGES - REGULAR	\$ 33,109.00	\$ 2,759.27	\$ 2,759.06	\$	\$ 30,349.66	\$ 0.07	100.00
2100	FICA	\$ 2,533.00	\$ 211.74	\$ 211.74	\$	\$ 2,329.14	\$ 7.88-	100.31
2210	VSRS	\$ 4,019.00	\$ 334.98	\$ 334.95	\$	\$ 3,684.45	\$ 0.43-	100.01
2300	HOSPITAL/MEDICAL PLANS	\$ 2,564.00	\$ 228.57	\$ 213.62	\$	\$ 2,349.82	\$ 14.39-	100.56
2400	LIFE INSURANCE	\$ 394.00	\$ 32.86	\$ 32.83	\$	\$ 361.13	\$ 0.01	100.00
3100	PROFESSIONAL SERVICES	\$ 1,000.00	\$ 0.00	\$ 0.00	\$	\$ 3,506.50	\$ 2,506.50-	350.65
3500	PRINTING AND BINDING	\$ 854.00	\$ 0.00	\$ 754.00	\$	\$ 754.00	\$ 100.00	88.29
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	\$ 46.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 46.00	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	\$ 3,567.42	\$ 4,306.20	\$	\$ 44,334.70	\$ 1,583.12-	103.42
	FUNC 81520 BERRYVILLE DEVELOPMENT AUTHORITY							
3100	PROFESSIONAL SERVICES	\$ 10,000.00	\$ 0.00	\$ 0.00	\$	\$ 116.00	\$ 9,884.00	1.16
3160	BOARD SERVICES	\$ 1,000.00	\$ 0.00	\$ 0.00	\$	\$ 300.00	\$ 700.00	30.00
3600	ADVERTISING	\$ 500.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 500.00	0.00
5210	POSTAL SERVICES	\$ 100.00	\$ 0.00	\$ 14.84	\$	\$ 32.84	\$ 67.16	32.84
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	\$ 14.84	\$	\$ 448.84	\$ 11,351.16	3.80
	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	\$ 50.00	\$	\$ 550.00	\$ 50.00-	110.00
2100	FICA	\$ 38.00	\$ 0.00	\$ 3.82	\$	\$ 42.06	\$ 4.06-	110.68
3100	PROFESSIONAL SERVICES	\$ 10,000.00	\$ 0.00	\$ 0.00	\$	\$ 2,114.00	\$ 7,886.00	21.14
3160	BOARD SERVICES	\$ 10,000.00	\$ 0.00	\$ 700.00	\$	\$ 7,750.00	\$ 2,250.00	77.50
3600	ADVERTISING	\$ 1,600.00	\$ 0.00	\$ 0.00	\$	\$ 820.00	\$ 780.00	51.25
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	\$ 753.82	\$	\$ 11,366.06	\$ 12,021.94	48.60
	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	\$ 0.00	\$	\$ 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	\$ 0.00	\$	\$ 75.00	\$ 2,664.00	2.74
	FUNC 81800 HISTORIC PRESERVATION COMMISSION							
3100	PROFESSIONAL SERVICES	\$ 33,000.00	\$ 0.00	\$ 3,385.00	\$	\$ 24,160.50	\$ 8,839.50	73.21

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

Page: 15  
 Date: 06/05/13  
 Time: 15:19:00

Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	Expenditures MAY	Expenditures Year-to-Date	Available Balance	Percent Used
3160	BOARD SERVICES	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 450.00	\$ 550.00	45.00
3600	ADVERTISING	\$ 250.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 126.00	\$ 124.00	50.40
5210	POSTAL SERVICES	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 350.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 350.00	0.00
5810	DUES & MEMBERSHIPS	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00
81800	HISTORIC PRESERVATION COMMISSION	\$ 35,000.00	\$ 0.00	\$ 3,385.00	\$ 0.00	\$ 24,736.50	\$ 10,263.50	70.68
5699	FUNC 81910 NORTHERN SHENANDOAH VALLEY REGIONAL COMM CIVIC CONTRIBUTIONS	\$ 14,217.00	\$ 0.00	\$ 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	\$ 0.00	\$ 5,000.00	\$ 0.00	100.00
5699	FUNC 82200 FRIENDS OF THE SHENANDOAH CIVIC CONTRIBUTIONS	\$ 4,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 4,000.00	\$ 0.00	100.00
3000	FUNC 82210 WATER QUALITY MANAGEMENT PURCHASED SERVICES	\$ 41,544.00	\$ 9,387.00	\$ 0.00	\$ 0.00	\$ 28,158.00	\$ 3,999.00	90.37
5699	FUNC 82400 LORD FAIRFAX SOIL AND WATER CONSERV CIVIC CONTRIBUTIONS	\$ 9,500.00	\$ 0.00	\$ 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	\$ 450.00	\$ 0.00	\$ 5,537.50	\$ 6,690.50	45.29
2100	FICA	\$ 936.00	\$ 0.00	\$ 34.42	\$ 0.00	\$ 423.59	\$ 512.41	45.26
2700	WORKERS COMPENSATION INSURANCE	\$ 321.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 321.41	\$ 0.41	100.13
3100	PROFESSIONAL SERVICES	\$ 400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 398.00	\$ 2.00	99.50
5230	TELECOMMUNICATIONS	\$ 400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	0.00
5510	TRAVEL MILEAGE	\$ 4,837.00	\$ 0.00	\$ 119.78	\$ 0.00	\$ 1,731.75	\$ 3,105.25	35.80
82600	BIO-SOLIDS APPLICATION	\$ 19,122.00	\$ 0.00	\$ 604.20	\$ 0.00	\$ 8,412.25	\$ 10,709.75	43.99
3100	FUNC 83100 COOPERATIVE EXTENSION PROFESSIONAL SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 183.00	\$ 183.00	100.00
3320	MAINTENANCE SERVICE CONTRACTS	\$ 500.00	\$ 413.54	\$ 0.00	\$ 0.00	\$ 226.46	\$ 140.00	128.00
3841	VPI EXTENSION AGENT	\$ 31,277.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 22,879.99	\$ 8,397.01	73.15
5210	POSTAGE	\$ 0.00	\$ 0.00	\$ 102.69	\$ 0.00	\$ 102.69	\$ 102.69	100.00
5230	TELECOMMUNICATIONS	\$ 500.00	\$ 0.00	\$ 39.76	\$ 0.00	\$ 369.53	\$ 130.47	73.91
6014	OTHER OPERATING SUPPLIES	\$ 3,924.00	\$ 0.00	\$ 1,170.02	\$ 0.00	\$ 2,445.26	\$ 1,478.74	62.32
83100	COOPERATIVE EXTENSION	\$ 36,201.00	\$ 413.54	\$ 1,312.47	\$ 0.00	\$ 26,206.93	\$ 9,580.53	73.54
5699	FUNC 83400 4-H CENTER CIVIC CONTRIBUTIONS	\$ 3,000.00	\$ 0.00	\$ 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	\$ 0.00	\$ 15,000.00	0.00
3140	ENGINEERING & ARCHITECTURAL	\$ 15,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 15,000.00	0.00
3150	LEGAL	\$ 20,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 20,000.00	0.00
8000	MINOR CAPITAL	\$ 20,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 20,000.00	0.00
91600	CONTINGENCIES	\$ 70,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 70,000.00	0.00
000	NON-CATEGORICAL	\$ 8,319,873.00	\$ 538,527.47	\$ 547,232.98	\$ 0.00	\$ 7,130,855.66	\$ 650,489.87	92.18

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

Page: 16  
 Date: 06/05/13  
 Time: 15:19:00

Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	Expenditures MAY	Expenditures Year-to-Date	Available Balance	Percent Used
5230	TELECOMMUNICATIONS	\$ 37,284.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 37,284.00	0.00
6032	TRAINING MATERIALS	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,000.00	0.00
35610		\$ 39,284.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 39,284.00	0.00
111	E911	\$ 39,284.00	\$ 0.00	\$ 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	\$ 2,239.77	\$ 2,239.76	\$ 21,903.44	\$ 635.79	\$ 97.43	
1300	SALARIES/WAGES - PART TIME	\$ 8,362.00	\$ 696.79	\$ 696.84	\$ 8,513.13	\$ 847.92	\$ 110.14	
2100	FICA	\$ 2,536.00	\$ 51.54	\$ 52.71	\$ 580.97	\$ 1,903.49	\$ 24.94	
2210	VSRS	\$ 4,023.00	\$ 84.63	\$ 84.59	\$ 930.49	\$ 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	\$ 3,072.73	\$ 3,073.90	\$ 31,928.03	\$ 6,333.24	\$ 84.68	
126	V-STOP GRANT	\$ 41,334.00	\$ 3,072.73	\$ 3,073.90	\$ 31,928.03	\$ 6,333.24	\$ 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	\$ 0.00	\$ 0.00	\$ 1,715.52	\$ 0.48	\$ 99.97	
2210	VSRS	\$ 2,746.00	\$ 0.00	\$ 0.00	\$ 2,745.36	\$ 0.64	\$ 99.98	
2300	HOSPITAL/MEDICAL PLANS	\$ 2,564.00	\$ 0.00	\$ 0.00	\$ 2,563.44	\$ 0.56	\$ 99.98	
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	\$ 0.00	\$ 0.00	\$ 30,639.32	\$ 1.68	\$ 99.99	
127	FEDERAL GANG TASK FORCE GRANT	\$ 30,641.00	\$ 0.00	\$ 0.00	\$ 30,639.32	\$ 1.68	\$ 99.99	
PJT 129 FEDERAL GANG TASK FORCE GRANT 2010								
FUNC 31200 SHERIFF								
1100	SALARIES/WAGES - REGULAR	\$ 24,288.00	\$ 3,769.00	\$ 3,769.00	\$ 18,845.00	\$ 1,674.00	\$ 93.11	
2100	FICA	\$ 1,961.00	\$ 285.92	\$ 285.92	\$ 1,429.60	\$ 245.48	\$ 87.48	
2210	VSRS	\$ 2,948.00	\$ 457.54	\$ 457.56	\$ 2,287.80	\$ 202.66	\$ 93.13	
2300	HOSPITAL/MEDICAL PLANS	\$ 5,605.00	\$ 457.15	\$ 427.24	\$ 2,136.20	\$ 3,011.65	\$ 46.27	
2400	LIFE INSURANCE	\$ 289.00	\$ 44.86	\$ 44.85	\$ 224.25	\$ 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	\$ 5,014.47	\$ 4,984.57	\$ 25,014.20	\$ 5,062.33	\$ 85.57	
129	FEDERAL GANG TASK FORCE GRANT 20	\$ 35,091.00	\$ 5,014.47	\$ 4,984.57	\$ 25,014.20	\$ 5,062.33	\$ 85.57	
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	\$ 385.10	\$ 6,276.24	\$ 1,866.24	\$ 142.32	
2100	FICA	\$ 337.00	\$ 0.00	\$ 29.45	\$ 480.06	\$ 143.06	\$ 142.45	

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

Page: 17  
 Date: 06/05/13  
 Time: 15:19:00

Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	Expenditures MAY	Expenditures Year-to-Date	Available Balance	Percent Used
6010	POLICE SUPPLIES	\$ 6,928.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,200.00	\$ 3,728.00	46.19
31200	SHERIFF	\$ 11,675.00	\$ 0.00	\$ 414.55	\$ 414.55	\$ 9,956.30	\$ 1,718.70	85.28
402	DMV 402 GRANT	\$ 11,675.00	\$ 0.00	\$ 414.55	\$ 414.55	\$ 9,956.30	\$ 1,718.70	85.28
PJT 602 DOJ VEST GRANT								
FUNC 31200 SHERIFF								
6010	POLICE SUPPLIES	\$ 0.00	\$ 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	\$ 637.10	\$ 637.10	\$ 934.39	\$ 934.39	100.00
2100	FICA	\$ 0.00	\$ 0.00	\$ 48.74	\$ 48.74	\$ 71.48	\$ 71.48	100.00
31200	SHERIFF	\$ 0.00	\$ 0.00	\$ 685.84	\$ 685.84	\$ 1,005.87	\$ 1,005.87	100.00
605	DOJ LOCAL LAW ENFORCEMENT BLOCK	\$ 0.00	\$ 0.00	\$ 685.84	\$ 685.84	\$ 1,005.87	\$ 1,005.87	100.00
PJT 810 ARRA BYRNE JUSTICE ASSISTANCE GRANT								
FUNC 31200 SHERIFF								
1200	OVERTIME	\$ 5,037.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,269.01	\$ 3,767.99	25.19
1300	SALARIES/WAGES - PART TIME	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,769.04	\$ 3,769.04	100.00
2100	FICA	\$ 387.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 385.43	\$ 1.57	99.59
31200	SHERIFF	\$ 5,424.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 5,423.48	\$ 0.52	99.99
810	ARRA BYRNE JUSTICE ASSISTANCE GR	\$ 5,424.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 5,423.48	\$ 0.52	99.99
100	GENERAL FUND	\$ 8,483,322.00	\$ 546,614.67	\$ 556,391.84	\$ 556,391.84	\$ 7,237,029.63	\$ 699,677.70	91.75



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

Page: 18  
 Date: 06/05/13  
 Time: 15:19:00

Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For MAY	Expenditures Year-to-Date	Available Balance	Percent Used
GRAND TOTAL		\$ 8,483,322.00	\$ 546,614.67	\$ 556,391.84	\$ 7,237,029.63	\$ 699,677.70	91.75

# Clarke County Board of Supervisors

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## Joint Administrative Services Board Update

# Clarke County Board of Supervisors

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## Government Projects Update

# Clarke County Board of Supervisors

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## Miscellaneous Items

Board of Supervisors  
Summary of Required Actions Status Report

<i>Year</i>	<i>Meeting/Letter Date</i>	<i>Item</i>	<i>Description</i>	<i>Responsibility</i>	<i>Status</i>	<i>Date Complete</i>
2013	5/21/2013	1638	Process approved minutes.	Lora B. Walburn	Complete	5/28/2013
2013	5/21/2013	1639	Process 2013-09R.	Lora B. Walburn	Complete	5/22/2013
2013	5/21/2013	1640	Execute 2013-09R.	David Ash	Complete	5/22/2013
2013	5/21/2013	1641	Forward executed 2013-09R to NSVRC.	Brandon Stidham	Complete	5/22/2013
2013	5/21/2013	1642	Draft public hearing notice for CC-2013-01 Chapter 56, County Road Naming, Property Numbering, and Road Sign System	Brandon Stidham	Complete	5/28/2013
2013	5/21/2013	1643	Process public hearing notice for CC-2013-01 Chapter 56, County Road Naming, Property Numbering, and Road Sign System	Lora B. Walburn	Complete	5/28/2013
2013	5/21/2013	1644	Update database and process appointment.	Lora B. Walburn	Complete	5/30/2013
2013	5/21/2013	1645	Execute letter of appointment.	J. Michael Hobert	Complete	6/10/2013
2013	5/21/2013	1646	Draft resolution of appreciation for John Hudson.	Lora B. Walburn	Complete	6/11/2013
2013	5/21/2013	1647	Draft and process SSYP resolution.	Lora B. Walburn	Drafted & waiting approval	5/23/2013

# Clarke County Board of Supervisors

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## Board Member Committee Status Reports

# Clarke County Board of Supervisors

## Closed Session:

- A) §2.2-3711-A1 Specific Employees or appointees of the Board

# Clarke County Board of Supervisors

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## Citizen Comment Period



## ***Clarke County Board of Supervisors Public Hearing Notice Tuesday, June 18, 2013 at 6:30 PM***



The Clarke County Board of Supervisors will hold public hearing on Tuesday, June 18, 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 matter:

**PH 13-12:** Proposed Amendments to County Code Chapter 56, Road Naming, Property Numbering, and Road Sign System CC-2013-01. The purpose of the amendments is to update the Chapter to reflect ongoing road name assignment and address maintenance processes, to remove outdated procedures related to the initial assignment of road names and addresses, and to clarify when a private road name may be assigned and an official address may be issued.

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.*



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

**TO: Board of Supervisors**

**FROM: Brandon Stidham**

**SUBJECT: Proposed Amendments to County Code Chapter 56, Road Naming, Property Numbering, and Road Sign System**

**DATE: June 10, 2013**

Below for your consideration are two draft motions to take action on proposed amendments to County Code Chapter 56 (County Road Naming, Property Numbering, and Road Sign System) and on proposed amendments to the Road Naming and Structure Numbering Manual. A public hearing on the County Code amendment has been advertised for your June 18 regular meeting.

As previously noted, the Road Naming and Structure Numbering Manual is not part of the County Code and does not have to be included in the public hearing although the Board may want to entertain public comments on the manual. However, we are recommending that the Board pass a separate motion to re-adopt the manual following formal action to adopt the ordinance amendments.

**DRAFT MOTIONS:**

1. Move to adopt the amendments to County Code Chapter 56 (County Road Naming, Property Numbering, and Road Sign System) as presented by Staff.
2. Move to re-adopt the Road Naming and Structure Numbering Manual with amendments as presented by Staff.

Staff has included additional copies of the materials from last month's meeting in your packets for the June 18 meeting. If you have any questions or concerns in advance of the meeting, please do not hesitate to contact me.



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

**TO: Board of Supervisors**

**FROM: Brandon Stidham, Gordon Russell**

**SUBJECT: Proposed Amendments to County Code Chapter 56, Road Naming, Property Numbering, and Road Sign System**

**DATE: May 15, 2013**

Enclosed for your consideration is a series of proposed amendments to County Code Chapter 56 which deals with road naming, addressing, and street signage requirements. Staff is proposing the amendments for the following reasons:

- The original ordinance was written to enable and direct the initial naming of County's public and roads and establishment of the structure numbering system. As such, there are several sections containing processes and procedures that are no longer needed. The proposed amendments include changes that focus on the ongoing issuance of private road names and address maintenance.
- The current ordinance needs to be streamlined to more accurately reflect the practices that Staff has adopted over the years for naming and numbering private roads. This includes amending the ordinance to reflect current road naming and addressing responsibilities and to allow delegation of authority as needed.
- Language needs to be added to clearly delineate when a private road needs to be assigned an official name and when Staff can issue an official address. The recommended language reflects Staff's experiences with assigning road names and addresses over the years.
- Language also needs to be added to clarify the distinction between the County's zoning/subdivision powers and addressing powers, as well as to clearly state that the County does not have the authority to confirm, grant, or deny right of way access to a property.

As authorized by Chapter 56, County Staff also maintains a road naming and structure numbering manual that includes detailed procedures and regulations to aid in implementing the road naming and addressing program. Staff is also proposing changes to the manual to match the recommended changes to the ordinance. Staff notes that the manual is not part of the County Code and does not have to be included in the public hearing advertisement. However, we recommend that the Board take action to adopt the manual following formal action to adopt the

ordinance amendments. A copy of the proposed changes to the manual is also enclosed for your reference.

Staff recommends that the Board set public hearing on the proposed amendments for your June 18 regular meeting. If you have any questions or concerns in advance of the meeting, please do not hesitate to contact us.

**SUMMARY OF CHANGES**  
**CHAPTER 56, COUNTY ROAD NAMING, PROPERTY NUMBERING, AND ROAD**  
**SIGN SYSTEM (CC-2013-01)**

§56.2 Authority

- Style change

§56.3 Intent

- Typographic edit
- Add that the Planning Director is responsible for determining whether a private road serving less than three addressable structures should be named for public safety reasons.

§56.4 Official Address

- Added new provisions pertaining to official address issuance:
  - Only the property owner or authorized representative may request an official address.
  - Statement that by requesting the address, the property owner attests that they have the legal right to access the public or private road at the proposed driveway access point. This eliminates any expectation that the County will determine or confirm a property owner's easement access rights.
  - An official address will be assigned only to driveways that permit ingress/egress by emergency response vehicles. If an existing driveway lacking the proper dimensions to accommodate emergency vehicles is the only means of ingress/egress for the property and no other alternatives exist, an address can still be assigned.
  - If a driveway is moved by the property owner after issuance of an official address, the County can issue a new official address to match the new location of the driveway access point. This is to ensure that all addresses are consistent with the County's distance-based structure numbering system.

§56.5 Agent

- The current ordinance designates the Planning Director ("administrator") as being responsible for assigning road names and property addresses, and the 911 coordinator as being responsible for establishing sign specifications and installing/maintaining signs. The amended section designates the Planning Director as being responsible for assigning road names and the GIS Administrator as being responsible for issuing address numbers and managing signs. The 911 coordinator is no longer responsible for any functions under this chapter. Language is also added to allow the Planning Director and GIS administrator to assign staff to perform these functions.

§56.6 Road Naming and Structure Numbering Manual

- Added language to require the GIS administrator to maintain the Road Naming and Structure Numbering Manual.
- Changed the name of the manual from "Road Naming and Property Numbering Manual."
- Added requirement that signage must comply with all State and Federal regulations.
- Style changes

#### §56.7 Road Names

- Deleted the list of County road names that were assigned when the Chapter was originally adopted. The list does not have to be included in the County Code and is available in the County's GIS and mapping resources.
- New provisions are added to reflect current practice in assigning new road names. The vast majority of new road names added to the County system are private roads.
  - Road names are approved by the Planning Director at the time of subdivision plat or site plan approval and must meet the guidelines in the Manual.
  - New private road names must be approved by the Planning Director and meet the guidelines in the Manual.
  - Only owners of property served by (has the legal right to use) the road may participate in the road naming process.
  - In the event that there are multiple owners of properties that are served by the road to be named, the owners may suggest a road name by providing a petition in a form set forth in this section.
  - The Planning Director shall assign the road name chosen by more than 50 percent of the landowners as evidenced by petition signatures so long as the name meets the guidelines set forth in the Manual. If the owners cannot reach an agreement (e.g., there is an even number of owners in favor of two or more names), then the Director shall assign a name that excludes the options presented by the owners.

#### §56.8 Road Type Designators

- Style change

#### §56.9 Road Name Signs

- Specify that signs shall meet the criteria set forth in the Manual as well as applicable State and Federal regulations.

#### §56.10 Road Name Sign Installation and Maintenance

- Style changes

#### §56.11 Uniform Numbering System

- Typographic edit

#### §56.12 Structure Numbers

- Specify that structure numbers shall meet the criteria set forth in the Manual.

#### §56.13 Maps to be Developed and Maintained

- Notes that the GIS Administrator is responsible for maintaining County road maps.

#### §56.14 Enforcement

- Style change

## Chapter 56 County Road Naming, Property Numbering and Road Sign System

- Code of Virginia** § 15.2-2019. Localities may name streets, roads and alleys  
§ 15.2-2024. Numbers to be displayed on buildings
- § 56-1 Purpose** In order to provide for more efficient delivery of emergency and other services and to provide for uniformity in road naming and assignment of property numbers, there is hereby established a system for naming of roads and numbering of properties within Clarke County, Virginia.
- § 56-2 Authority** Authority for the Board of Supervisors to name roads is found in Code of Virginia § 15.2-2019 and to require display of address numbers is found in Code of Virginia § 15.2-2024, ~~both of the Code of Virginia.~~
- § 56-3 Intent** All roads within the county, which serve or are designed to serve three or more dwellings or units or business structures, including both public and private roads, shall be named. Private roads, which serve less than three addressable structures, may be named if deemed necessary by the Planning Director for public safety. All dwelling units and business structures within the county shall be assigned property numbers.
- § 56-4 Official Address** (a) The street name and number assigned to each property within the county shall be the official address of such property for all purposes.
- (b) Requests for new addresses shall be made by the property owner or authorized representative.
- (c) By requesting an official address, the property owner attests that they have the legal right to access their property at the location on the public or private road upon which the address will be assigned. Assignment of an official address by the County shall not be construed as official determination of a property owner's legal right to access their property at that location.
- (d) An official address shall only be assigned to driveways constructed to permit ingress/egress by emergency response vehicles unless no other feasible alternatives exist.
- (e) If a property owner moves the driveway access point after issuance of an official address, the County may assign a new official address to conform with the structure numbering system.
- § 56-5 Agent** Under Code of Virginia § 15.2-2019. Localities may name streets, roads and alleys

The ~~county~~ Planning ~~Administrator~~ Director or assignee is the designated agent for the purpose of assigning road names. The Geographic Information Services (GIS) Administrator or assignee is the designated agent for assigning and property addresses and for the development and maintenance of a manual and maps, as necessary ~~(Name Agent)~~. The ~~county 911 Coordinator~~ GIS Administrator is also is designated the agent for the purposes of establishing specifications, installation, and maintenance of road name signs ~~(Sign Agent)~~.

**§ 56-6 Road Naming and Property Structure Numbering Manual**

The ~~Name and Sign Agents~~ GIS Administrator shall ~~develop~~ maintain a ~~specifications~~ Road Naming and Structure Numbering manual establishing:

- Criteria for naming of new public roads and private roads;
- The design of road signs;
- Standards for site preparation for road signs, and
- ~~For Standards for~~ maintenance of road signs.

The criteria of road naming shall emphasize the use of traditional, historical, and/or geographic associations in Clarke County. The standards for the design, installation, and maintenance of road signs shall provide for the best long-term, cost-efficient signage, taking into consideration their rural location, and shall comply with all applicable State and Federal regulations.

**§ 56-7 Road Names**

a) ~~The attached list of names are hereby applied to the public roads as designated.~~ New public road names shall be approved by the Planning Director or assignee in conjunction with approval of the subdivision plat or site plan approval. The selection of names shall be in accordance with the policies of the Road Naming and Structure Numbering Manual.

b) New private road names shall be approved by the Planning Director or assignee. Such names shall be in accordance with the Road Naming and Structure Numbering Manual.

c) The process of naming roads shall be limited to those who own property served by the road in question. For the purposes of this section, a property is "served" by a road if the property has the legal right to use the road.

d) Where a road to be named serves several properties, the landowners shall be given the opportunity to propose a name. Requests to name roads shall be submitted in writing in the form of a petition to the Planning Director and shall include the following information:

- a. A description of the road's location giving the direction and approximate distance from the nearest intersection of two public roads.



- b. A list of all landowners having property served by the road in question together with certification that all such landowners have been notified of the proposed name.
- c. Signatures of landowners representing more than 50 percent of the parcels served by the road in agreement of a common road name.
- e) Upon validating that landowners of more than 50 percent of the parcels served by the road in question have signed the petition in favor of a common road name, and that the proposed name is otherwise consistent with the Road Naming and Property Numbering Manual, the Planning Director or assignee shall approve the road name. In the event that the landowners cannot reach an agreement on a road name, the Planning Director shall assign a name that excludes the options presented by the landowners.
- ~~d) Private road names shall be established, within six months of adoption of this ordinance, by the Road Name Committee. The Committee shall be comprised of the County Administrator, the Name Agent, and the Sign Agent. The names shall conform to the criteria established in the Road Naming and Property Numbering Manual. The name of a private road shall be established after consulting with the property owners served by each private road.~~
- ~~e) Road names for public or private roads and property numbering established after the adoption of this ordinance shall be determined by the Road Name Committee and shown on the record plat or site plan submitted to the Planning Commission for approval. Such names shall conform to the criteria established in the Road Naming and Property Numbering Manual.~~

*Adopted Public Road Names*

Route # Name

Primary Highways

7	Harry Byrd Highway	
7 Bus.	Main Street	
17/50	John Mosby Highway	
255	Bishop Meade Highway	
277	Lord Fairfax Highway	
340	Lord Fairfax Highway	Except between 7 Bypass and 616
340	Buckmarsh Street	From 7 Bypass to 616
340	Greenway Avenue	Within Town of Boyce

Secondary Roads

255	Bishop Meade Road	
600	Liberty Hall Lane	
601	Blue Ridge Mountain	From 50 to 7

601	Raven Rocks	From 7 to West Virginia
602	Wildcat Hollow	
603	Castleman	
604	Good Shepherd	From 7 to 679
604	Ebenezer	From 7 to 605
605	Morgans Mill	
606	Mount Carmel	From 50 to 649 (South End)
606	Feltner	From 649 (south) to 649 (north)
606	River	From 649 (north) to 7
607	Saw Mill Hill	
608	Parshall	From 7 to 621
608	Wickcliffe	From 7 to West Virginia
609	Cannon Ball	
610	Clifton	
611	Summit Point	
612	Quarry Lane	From 7—south to end
612	Shepherds Mill	From 7 to 340
613	Jack Enders Boulevard	From 7 Bus. To 618
613	Lockes Mill Road	From 618 to 621
614	Josephine Street	(Berryville)
615	Boom	From 7 Bypass to end
615	First Street	From 7 Bypass Berryville Town Limits
616	Church	
617	Old Chapel	From Boyce to 255
617	Briggs	From 255 to 621
618	Lockes Mill Road	
619	Lime Marl Lane	From 617—south to end
619	Shan Hill Lane	From 651—north to end
620	Browntown	From 255 to 340
620	Pyletown	From 340 to 655
621	Tilthammer Mill	From 723 to 651
621	Ellerslie	From 651 to 617
621	Briggs	From 617 to 613
621	Lockes Mill Road	From 613 to Dog Run bridge
621	Chilly Hollow	From 7 to Dog Run bridge
622	Swift Shoals	From 624 to 50
622	Bordens Spring	From 624 to 658
623	Gaylord	

624	Red Gate	
625	Bethel Lane	From 622—south to end
625	Kennel	From 622 to 50
625	Thornton	From 50 to 723
626	Nelson	
627	Carters Line	
628	Berrys Ferry	
629	Linden Lane	
630	Iron Rail Lane	
631	Page Brook Lane	
632	Triple J	From 657 to 7
632	Crums Church	From 7 to 761
633	Annfield	
634	Salem Church	
635	Moose	From 7—south to end
635	Pierce Road	From 7 to 660
636	Westwood	
637	Linaburg Lane	From 761—north
637	Windy Hill Lane	From 761—south
638	Howellsville	
639	Allen	
640	Withers Larue	
641	Lewisville	
642	Chrismore	
643	Retreat	
644	Ford	From Frederick County to 655
644	Stone Bridge Road	
644	Ginns	From 655 to 50
644	Gun Barrel	From 50 to 340
644	Featherbed	From 50 to 658
645	Wrights Mill	
646	Nations Spring	
647	Possum Hollow Lane	
648	Lanham Lane	
649	Frogtown	
650	Mount Weather	
651	Clay Hill	
652	Summerville	From 620 to 633
652	Janeville Road	From 633 to 657
653	Kimble	
654	Stringtown	
655	Ginns	From 644 to 723
655	Salem Church	From 723 to 634
655	Opequon	From 634 to Frederick County

656	Longmarsh Road	From 632 to 674
656	Hardesty	From 674 to 761
657	Senseny	
658	White Post	From 340 to 644
658	Sugar Hill	From 644 to Warren County
659	Longmarsh Road	From 656 to 761
659	Fishpaw	From 660 to 656
660	Russell	From 7 to 645
661	Wadesville	
662	Tannery Lane	
663	Auburn	
664	Neill	
665	Trenary Lane	
666	Virginia	(Boyce)
667	Old Waterloo	
668	Old Waterloo	
669	Highland Corners	
670	Double Tollgate	
671	Battletown	(Berryville)
672	Swimley	
673	State Line Road	
673	Blue Ridge	(Berryville)
674	Gather	
675	Garden	
676	Donn Lane	
677	Clarke Lane	
678	Rocky Bank Lane	
679	Pine Grove	
680	Smallwood Lane	
682	Trenary Lane	
690	Manor	
F709	Parker Lane	
723	Millwood	From Boyce to 50
723	Old Winchester	From Boyce to Frederick County
F729	Trapp Hill	
750	Blandy Farm Lane	
761	Old Charles Town	
1019	Al Smith Lane Vista Lane	

#### § 56-8 Road Type Designators

- The road type designation HIGHWAY (HWY) shall be used for Primary Roads with more than 5,000 trips per day.
- The designation ROAD (RD) shall be used for Secondary Roads and Primary Roads with less than 5,000 trips per day.
- The designation LANE (LN) shall be used for dead-end Secondary

- Roads of less than one mile in length and for private roads.
- ~~Use of o~~Other road type designations such as street, avenue, drive, court, etc. shall be reserved for use within incorporated towns and not be used in the unincorporated areas of the county.

#### § 56-9 Road Name Signs

Road name signs shall display the name of each road within limits of the county, along with such other information as ~~the Sign Agent may deem necessary~~required in the Road Naming and Property Numbering Manual. Standards and specifications for road name signs shall be established ~~by the Sign Agent~~ in the Road Naming and Property Numbering Manual and shall conform to all applicable State and Federal regulations. ~~The Sign Agent shall be responsible for placement~~Signs shall be placed at each road intersection, and at other places ~~he/she deems necessary~~deemed necessary by the Planning Director or assignee.

#### § 56-10 Road Name Sign Installation and Maintenance

- a) The ~~county~~County is responsible for road sign installation for any public road or any private road/access easement serving three or more dwelling units or business structures.
- b) At the time of application, a subdivision or site plan applicant shall pay a fee established by the Board of Supervisors for road sign installation for any public road or private access easement approved, subsequent to adoption of this ordinance, as a part of any subdivision or site development plan. The county shall install road signs for new public roads or private lanes before a certificate of occupancy is issued for the first structure on the road or lane.
- c) After installation, the ~~county~~County shall maintain road signs.

#### § 56-11 Uniform Numbering System

Two address numbers shall be assigned to each side of the road (odd and even) at intervals of 1056 ft. (10ft.6.7in or 1/500 ~~t~~h of a mile) so that at one mile the address would be 1000.

Odd numbers shall be applied on the left side and even numbers on the right side when standing at the beginning point of the road and facing the road.

- The beginning point for secondary roads and private lanes shall be the end of the road closest to the most likely origin of emergency service vehicles.
- For primary highways, the beginning point shall be at the highway's east end (Routes 7 & 50) or north end (Routes 340 & 522).

Except,

- the numbering system for the Towns of Berryville and Boyce shall be that established by the Towns,
- the numbering system for the Berryville Annexation Area and Route

- 7 Business shall be a continuation of the Berryville system, and the numbering system for Route 601 shall be that established by Loudoun County.

### § 56-12 Structure Numbers

The owner or other person responsible for each addressable structure in the county shall display the assigned number in a manner that is easily readable in accordance with standards ~~established by the Sign Agent~~ set forth in the Road Naming and Structure Numbering Manual. Addressable structures with a Building Permit issued after December 31, 1998 and served by a named road, shall not be issued an Occupancy Permit until the address number is displayed.

### § 56-13 Maps to Be Developed and Maintained

The ~~Name Agent~~ GIS Administrator or assignee shall prepare and maintain current maps showing all public and private roads, which are officially named under this ordinance within the county, the names of such road, and numbering of all properties.

### § 56-14 Enforcement

Any person who willfully fails to comply with any requirements and associated regulations of this chapter ~~and associated regulations~~ shall be guilty of a misdemeanor and upon conviction thereof shall be subject to the general penalty set forth in section 1-6(a) of this Code, for each day after the first day that such violation shall continue. In addition to the penalty specified above, the County Administrator or designee may invoke any other lawful procedure including injunction to correct or abate such violation.

### Amendments Chapter 56

1997-11-18	Chapter Adopted without number assigned. Number assigned by staff for consistency with other localities
1998-10-20	Amended to require a minimum traffic volume on a secondary route to be designated as a highway
1999-10-19	Amended to simplify procedure  <u>Updates to remove initial road naming process, add ongoing address system maintenance procedures, editorial changes</u>

## **SUMMARY OF CHANGES**

### **ROAD NAMING AND STRUCTURE NUMBERING MANUAL**

#### Generally

- Changed name from “Road Naming and Property Numbering Manual.”
- Updated the Table of Contents.

#### Introduction

- Added the responsibilities of the Planning Director and GIS Administrator and removing the 911 Coordinator to match the proposed ordinance amendments.
- Added section to clarify that the Manual only applies to unincorporated areas of the County and that the Towns are responsible for their own road naming and addressing.

#### 1 – Maintenance of Master Road Names Directory and Data Custody

- Typographic edit
- Changed name of section from “Maintenance of Master Road Names Directory and Road Names Map.”
- Added new language to reflect that road naming and addressing data is now stored in the County GIS and not hard copy paper maps.

#### 2 – Road Designations

- Deleted this section as it is included in Chapter 56.

#### 2 – Road Name Guidelines

- Typographic edit
- Style edits
- Replaced “name agent” with “Planning Director or assignee.”
- Clarified that the road name character limit includes spaces between letters.
- Clarified that a new road name shall be assigned if an existing road is offset more than 60 feet when crossing another named road.

#### 3 – Road Naming in the Subdivision and Site Plan Development Review Process

- Typographic edit
- Added “Planning Director or assignee” in place of “agent.”

#### 4 – Reserved Road Names

- Replaced the “Clarke County Integrate Preservation Software” as the resource for historic road names with a generic reference to Virginia Department of Historic Resources (DHR) cataloging. The Preservation Software is no longer used by DHR and use of a generic reference will allow future resource changes to be included without need for amending the manual

#### 5 – Assignment of Numbers

- Changed name of section from “Assignment of Numbers by Agent.”
- Added “GIS Administrator or assignee” in place of “Sign Agent.”

- Style change
- Clarified that to receive official addresses for lots via the subdivision plat review process, the plat must show the access point location for each lot to be addressed. Also added the requirements for issuance of an address in conjunction with a building permit application.

#### 6 – General Numbering Guidelines

- Deleted subsection b which required that the sequence of addresses on opposite sides of a road should conform to each other as nearly as possible. Staff determined that this subsection is not necessary since the distance-based addressing system ensures consistency of addressing.
- Replaced “agent” with “GIS Administrator or assignee.”

#### 7 – Commercial, Office, or Industrial Complexes

- Replaced “name agent” with “GIS Administrator or assignee.”
- Added “condominium” as part of the section on addressing structures that contain individual units to be addressed.
- Removed subsection d which applied to mall shopping centers which are not currently allowed in the County Zoning Ordinance.
- Replaced “number agent” with “GIS Administrator or assignee.”

#### 8 – Agencies to Be Notified of Numbers Assigned

- Typographic edit
- Replaced “name agent” with “GIS Administrator or assignee.”
- Updated title of 911 Director.
- Replaced “agent” with “GIS Administrator or assignee.”

#### 9 – Materials and Physical Description for Signs

- Typographic edit
- Replaced the current sign, post, and hardware specifications with reference to “all applicable State and Federal regulations including, but not limited to, the most current edition of the U.S. Department of Transportation/Federal Highway Administration’s Manual on Uniform Traffic Control Devices.” VDOT currently follows this Manual for their signage and there have been attempts in recent years to require localities to follow the Manual as well.

#### 11 – Post and Hardware Specifications

- Section deleted (see above)

#### 10 – Location of Post and Sign

- Renumbered from #12
- Added reference to “Planning Director or assignee” to replace “Maintenance Department.”



### 11 – General Guidelines for Display of Address Numbers

- Renumbered from #13.
- Added language to prohibit use of Roman numerals which can cause delays for emergency responders in finding addresses.
- Typographic edit

### 12 – Display of Address Numbers

- Renumbered from #14.

### 13 – Additional Signage Required When Necessary

- Renumbered from #15.
- Replaced “agent” with “GIS Administrator or assignee.”

### 16 – Road Naming Process

- Section deleted from Manual and moved to County Code.

ON UPDATED LETTERHEAD

**Road Naming  
And  
~~Property-Structure~~ Numbering  
Manual**

**Distribution:** ~~Berryville, Town Of~~  
Building Dept  
Commissioner of Revenue  
County Administrator  
E911  
GIS  
Maintenance  
Planning  
Sheriff  
Voter Registrar

### Record of Revision

<i>Revision No.</i>	<i>Revision Date</i>	<i>Description of Change</i>	<i>Approval Initials</i>
New	11/18/97	New Document – required under Chapter 56 County Road Naming, Property Numbering and Road Sign System of the Code of Clarke County	
1	10/20/98	Update Road Naming No. 2 Road Designations	
<u>2</u>		<u><a href="#">Remove ambiguities, clarify processes</a></u>	
<u>3</u>	<u>TBD</u>	<u><a href="#">Updates to remove initial road naming process, add ongoing address system maintenance procedures</a></u>	

Table of Contents

Table of Contents ..... 343

Introduction..... 454

Road Naming..... 454

    1. Maintenance of Master Road Names Directory and ~~Road Names Map~~ Data Custody ..... 454

~~2. Road Designations~~ ..... 454

~~32.~~ Road Name Guidelines..... 454

~~43.~~ Road Naming in the Subdivision and Site Development Review Process ..... 5

~~54.~~ Reserved Road Names ..... 6

Numbering ..... 6

~~65.~~ Assignment of Numbers ~~by Agent~~ ..... 6

~~76.~~ General Numbering Guidelines ..... 6

~~87.~~ Commercial, Office or Industrial Complexes ..... 7

~~98.~~ Agencies to be Notified of Numbers Assigned ..... 8

Specification For Road Name Signage ..... 8

~~109.~~ Materials and Physical Description for Signs ..... 8

~~11. Post and Hardware Specifications~~ ..... 101310

~~1210.~~ Location of Post and Sign ..... 1114

Display of Address Numbers ..... 12

~~1311.~~ General Guidelines for Display of Address Numbers..... 12

~~1412.~~ Display of Address Numbers for Multi-Unit Buildings and Multi-Building Complexes ..... 1312

~~1513.~~ Additional Signage Required When Necessary ..... 1313

~~16. Road Naming Process~~.....131613

        a. ~~New Public Road Names~~.....131613

        b. ~~Private Road Names~~ .....131613

**PROPOSED AMENDMENTS**

**Introduction**

This manual is to prescribe:

1. a system for the naming of new public an private roads;
2. the numbering of new properties and structures; and
3. the erection and maintenance of road signs.

The Planning ~~Administrator~~ Director (Name Agent) or assignee shall be responsible for the interpretation and administration of the provisions of this manual concerning ~~street road naming, and structure numbering.~~ The ~~911 Coordinator~~ GIS Administrator (Sign Number Agent) or assignee shall be responsible for the interpretation and administration of the provisions of this manual concerning structure numbering, road sign design, location, and maintenance

These guidelines affect the unincorporated areas of the County. The incorporated towns (Berryville and Boyce), are responsible for their own road naming and numbering.

**Road Naming**

1. ~~Maintenance of Master Road Names Directory and Road Names Map Data Custody~~

~~The location of all approved road names listed in the Master Road Names Directory shall be illustrated on master set of Road Names Maps to be maintained in the offices of the Name Agent. All named roads, address ranges, and assigned numbers shall be stored in the County's Geographic Information System (GIS), and the records stored therein will be considered official.~~

2. ~~Road Designations~~

- ~~— The road type designation HIGHWAY (HWY) shall be used for Primary Roads with more than 5,000 trips per day.~~
- ~~— The designation ROAD (RD) shall be used for Secondary Roads and Primary Roads with less than 5,000 trips per day.~~
- ~~— The designation LANE (LN) shall be used for dead-end Secondary Roads of less than one mile in length and for private roads.~~
- ~~— Use of other road type designations such as street, avenue, drive, court, etc. shall be reserved for use within incorporated towns and not be used in the unincorporated areas of the County.~~

3. ~~Road Name Guidelines~~

While it is intended that these guidelines be ~~compiled~~ complied with, the ~~Name Agent~~ Planning Director or assignee may modify, vary, or waive any of the following guidelines in a particular case, ~~;~~

- a) Use of traditional or commonly known names shall be preferred. Such names shall be derived from community names, geographic features, historic structures, or common usage in the county. Such names shall be limited to locations near such communities, features, or structures. Where there are multiple traditional names, the most commonly recognized name

**PROPOSED AMENDMENTS**

shall be preferred. Use of contemporary names shall be discouraged, such as names of living persons or businesses/institutions that have begun operation recently in the county.

- b) A proposed road name, which duplicates an existing or reserved road name in ~~Clarke-the~~ County or the Towns of Berryville or Boyce, shall not be approved. An exception may be made for dead-end roads that have the same name as the road from which they originate (example: "Annfield Farm Lane" which originates from "Annfield Road")
- c) A road name shall not have more than three words not including the road type designator.
- d) A road name shall not have more than 20 characters, including spaces between words-
- e) A road name shall not include numbers (as a character or a word), dashes, apostrophes, or other non-alphabetical characters.
- f) Compass points or road designations shall not be used as road names (example: "NORTH Road", "COURT Road", "AVENUE of Pines")
- g) Articles (the, a, an,) shall not be used to begin road names.
- h) Road names duplicating facilities shall not be used (example: "Bowling Alley", Tennis Court").
- ~~i)~~ No proposed road name shall be approved which begins with a word that appears as the first word in three or more official road names.
- ~~j)~~ No proposed name shall be approved which sounds like an official road names or may easily be confused with an official road names (example: "Forestview" and "Forestvue").
- ~~k)~~ The word "Farm" shall be reserved for road names of dead-end public secondary roads and ~~of~~ private roads.
- ~~l)~~ Where a proposed road is a continuation of an or in alignment with an approved road, it shall utilize the same road name as the approved road. A new road name shall be required if the proposed road is disconnected displaced from the existing road by an offset greater than 60 feet, when crossing another named road.-

**43. Road Naming in the Subdivision and Site Development Review Process**

- a) A developer may contact the ~~agent-Planning Director or assignee~~ prior to submission to determine the viability of proposed names
- b) Proposed road names shall appear on all ~~final-final~~ site development plans

**PROPOSED AMENDMENTS**

and subdivision plats, where applicable.

- c) No final site development plan or final subdivision plat shall be approved without all necessary road names.
- d) Names approved on a preliminary plan/plat shall be reserved for the life of the preliminary plan/plat and shall be shown on the final plan/plat.

**54. Reserved Road Names**

The place names ~~listed in the Clarke County Integrate Preservation Software~~ ~~off~~ for historic sites and structures catalogued by the Virginia Department of Historic Resources are reserved for roads serving those sites and structures.

**Numbering****65. Assignment of Numbers by Agent**

- a) All numbers for properties and addressable structures shall be assigned by the Sign Agent GIS Department Administrator or assignee, following the procedures and guidelines contained in this manual. Numbers assigned by any other person or entity shall not be recognized. An Addressable Structure is any building used for human habitation, or gathering, or for the production or sale of goods or services.

b) Numbers shall be assigned to any new addressable structure shown on a site development plan or lot created by subdivision. Numbers shall not be ~~officially~~ assigned until the final site development plan or subdivision plat has been approved showing an access point for each lot to be addressed. Numbers shall also be assigned when requested by individuals for new structures that do not require site development plan or subdivision approval. Numbers will be assigned at the onset of the building/zoning permitting process during subdivision plat or site plan approval or upon issuance of a building permit. For issuance of an official address at the time of building permit review, an accurate depiction of the lot, house location, and driveway, to the point at which said driveway intersects the named road will be presented to the planning department, for use in deriving the address.

**76. General Numbering Guidelines**

- a) All addressable structures and properties shall be numbered on the named road which a structure's or property's primary access intersects. The primary access is the road or driveway used as the primary means of vehicular access to an addressable structure. The specific number shall be determined by the point at which the access meets the named road.

~~b) The number sequence for addressable structures or properties on opposite side of a road should conform to each other as nearly as possible.~~

- b) Half numbers and alphabetical suffixes shall not be used.

**PROPOSED AMENDMENTS**

- c) Corner lots shall be numbered on the road, which provides access.
- d) Where the: driveway for a corner, reverse frontage, or through lot intersects more than one street, the agent-GIS Administrator or assignee shall make the final determination as to which road to base the number, considering such factors as the driveway's length and orientation of the structure.
- e) When two addressable structures share an access, they shall be numbered consecutively with consideration given to possible future development between the structures.
- f) Temporary numbers shall not be issued. A number may be issued to a structure that is intended to be temporary (such as a construction site trailer office). Upon removal of the temporary structure, the number shall be retired.

87. *Commercial, Office  
or Industrial  
Complexes*

For commercial, office, or industrial complexes, a numbering choice shall be made by the name-agentGIS Administrator or assignee from several methods:

- a) Assign the number to the main building where all mail is to be received for complex. The development name may be included in the address.
- b) Each principal building in the complex may be provided a separate number, and the buildings may also be named. The development name and/or the building name may be included in the address.
- c) For shopping center or condominium development, a separate number shall be assigned for each unit's main entrance. The shopping center name should be included in the address. Consideration should be given when assigning numbers to provide flexibility for adding stores and redivision of spaces. In the event a space is redivided and no numbers remain available alphabetical or numerical unit designators shall be used.
- ~~d) Interior mall shopping center should have one number assigned for the entire mall. The shopping center and store name should be included in the address. Individual store should not be assigned numbers except that secondary addressing may be provided in accord with Section 7 above. A separate property number may be assigned for the business office.~~
- ~~e)d) Where deemed appropriate by the Number AgentGIS Administrator or assignee, a multiple-story building may be assigned one address number at its main entrance. Individual units may be provided with secondary addressing based on floor numbering together with unit appellation such as "suite" or "room". The first floor shall be assigned numbers beginning with 100 and numbers on each successive floor should increase to the next~~



**PROPOSED AMENDMENTS**

highest 100 series (second floor - 200; third floor - 300 series, etc.). A basement or floor below ground level shall use a two-digit series beginning 10.

~~98.~~ Agencies to ~~be-Be~~  
Notified of Numbers  
Assigned

- a) The ~~Name Agent~~GIS Administrator or assignee shall notify the following agencies and departments of all approved road names and assigned numbers within five days of approval or assignment, as the case may be:
- Clarke County Commissioner of Revenue
  - ~~— Clarke County Sheriff~~
  - Clarke County 911 ~~Coordinator~~Director
  - Clarke County Building Official
  - Clarke County Registrar's Office
  - United States Postal Service Address Programs Support Office
- b) The ~~agent~~GIS Administrator or assignee shall also notify any other governmental agencies or departments and utility requesting notification.

**Specification ~~For~~for  
Road Name Signage**

~~409.~~ Materials and  
Physical Description  
for Signs

Road name signs, posts, and hardware shall conform to all applicable State and Federal regulations including, but not limited to, the most current edition of the U.S. Department of Transportation/Federal Highway Administration's Manual on Uniform Traffic Control Devices.

- ~~a) The road name sign blank shall be made from flat aluminum sign sheet material conforming to ASTM B209 for Alloy 5052 H38 or its equivalent. The sign blank thickness shall be 0.100" or greater and each corner of the sign blank shall be square cut. Holes shall be placed in the blank nameplate as detailed in "Detail C".~~
- ~~b) There shall be two sizes of road name signs; standard and oversize. Standard signs shall be eight inches in vertical length (height) while oversize signs shall be nine inches in vertical length. Standard signs shall be used along all secondary and subdivision roads except at intersections with primary roads. Oversize signs shall be used along primary roads and at secondary and subdivision roads intersecting primary roads. The letter types shall conform to Federal Highway Association "Standard Alphabets for Highway Signs", Series C or B, uppercase, as prescribed below and in d.~~

~~The size of the sign blanks; message lettering; and reserved spaces for route and block numbers for Standard and Oversize signs are as follows:~~

**PROPOSED AMENDMENTS**

	Standard (Secondary/Private)	Oversize (Primary)
<b>Sign-Blanks</b>		
Horizontal length	24" min to 46" max	30" min to 48" max
Vertical length	8"	9"
Reserved Space		
Block Number	8" x 2.5"	12" x 3.5"
Reserved Space		
<b>Message Lettering: Size and Type</b>		
Name Capitals	5" C	6" C
Suffix Capitals	2" C	3" C
Sign Address	2" C	3" C

~~e) White letters on a green background shall be used for public roads. White letters on a brown background shall be used for private roads.~~

~~d) The sign may be constructed using either the cut letter process or the silkscreen process.~~

~~(1) If the cut letter process is used, the sign blank shall be covered on both sides for the entire length of the blank with high intensity (encapsulated) reflectorized green background sheeting, 3M "Scotch-lite" product number 3870 or equivalent product shall be used for the silver white letters and numerals. The reflective material shall be applied to both sides of the blank nameplate with mechanical equipment in a manner specified by the sheeting manufacturer. The sign background shall be comprised of not more than one piece of reflective sheeting. The letters and numerals shall be applied on both faces of the sign using the cut letter process. The reflective sheeting shall have a minimum guaranteed life of ten years.~~

~~(2) The Silk Screen process shall use a sign blank prepared as described above with the silver-white 3M brand product number 3870 (encapsulated) reflectorized sheeting or equivalent product. The green background shall be applied using 3M brand product number 848 or equivalent process color after application and curing of the color according to product specifications, a clear coat of Series 840 Transparent Colors product number 840 Clear or equivalent product shall be applied and cured according to product specifications.~~

~~e) The maximum space available on a standard (8" high) sign for the road~~

**PROPOSED AMENDMENTS**

~~names is 34" and an oversized sign (9" high) sign has 32" of space for the road name. Spacing between letters within a street name should conform to the spacing dimensions shown in the Virginia Supplement to the Manual on Uniform Traffic Control Devices for Street and Highways unless this will result in a sign width greater than the maximum space available. In such cases, a 30 percent force factor may be used on signs greater in length than 42" for standard signs or 48" oversized signs. The spacing between the letters using the forced factor may be reduced proportionately to a minimum of one half inches at the closest point between two adjoining letters. If further reduction is required, Series B letters may be used. If the name will not fit in the space available, a 30 percent force factor may be used as above. Finally, if the approved road name will not fit on the maximum length sign with the Series B letters and a 30 percent force factor, a modification shall be required from the County Engineering Department.~~

~~f) At the end of the road name, there are three spaced either 8" (for the 8" sign) or 12" (for the 9" sign) in length that are stacked one over the other. These spaces are reserved for the route decal the block number and the road type suffix if the block number is to be affixed in decal form, the decal will be of the same material as the main sign sheeting as specified above. The directional triangle, a 1.25" equilateral triangle for the 8" sign or 1.5 inch equilateral triangle for the 9" sign a silver-white "Scotch-lite" material or equivalent product, is to be affixed in front of or at the end of the block number to point in the direction of increasing numerical values See "Detail B" for location of spaces.~~

~~g) The route decal shall be non reflectorized with a black message on a white color field. The decal shall be provided and installed by the Virginia Department of Transportation, but shall not be required prior to installation of the sign.~~

**41. Post and Hardware Specifications**

~~a) The signpost shall be a standard dimension pressure treated (ground contact quality in conformance with the requirements of American Wood Preservers Association C2) 4" X 4" wood post cut with a minimum 10' straight section.~~

~~— The sign must be embedded a minimum of 27" in the ground, which may require some signposts to be longer than 10'.~~

~~— The top of the post shall be cut flush with the signs.~~

~~— The signs should be mounted flush at the top, at 90 degrees to each other, with a minimum 7' clearance from the bottom of the sign to the ground.~~

~~— The sign blades shall face away from the intersection on the pavement side of the post and parallel to the road alignment.~~

**PROPOSED AMENDMENTS**

~~—The soil shall be tightly tamped around the post to prevent removal of the sign.~~

~~—The disturbed soil shall be graded to drain away from the post the post shall be plumbed vertically and horizontally.~~

~~b) The sign mounting hardware shall consist of four stainless steel hex head lag screws (3/8" diameter x 3" length) or an approved equivalent per sign. The lag screws are to be installed in the manner illustrated in "Detail C" with four 3/8" #18-8 stainless steel flat washers with a 1" outside diameter or an approved equivalent.~~

~~c) A special signpost and/or installation may be allowed at the discretion of the Director of Engineering provided it is equal to or exceeds the specifications above. Where allowed, a maintenance agreement between Clarke County and the responsible party shall be required for the maintenance of any special installation.~~

**1210. Location of Post and Sign**

a) The signpost shall be placed in the road right-of-way a minimum of 3 Horizontal feet from any above ground or underground utility or equipment line.

- The installer shall be responsible for contacting "Miss Utility" before installing signs (1-800-552-7001).
- At the intersection of a primary and secondary road or in the event a road name changes at an intersection of two secondary road two signs locations are required at every intersection.
- The signpost shall be located on the right hand side of the street for a right turn onto the secondary road, where possible.
- The sign shall be a minimum of 5 horizontal feet on the centerline radius of the curve from the outer edge of the pavement for roads without ditch lines.
- The sign must be installed behind an existing ditch line less than 3' from the edge of pavement will have signs placed 2 horizontal feet back from the ditch line.
- For urban road sections with curb and gutter, the signpost will be placed behind the edge of the curb and 5 horizontal feet on the centerline radius of the curve from the edge of pavement.
- If a sidewalk is adjacent to the curve, then the signpost will be placed behind the sidewalk and within the right-of-way.
- Signs and posts shall not obstruct handicapped ramps or wheel chair loading areas in the vertical or horizontal direction.

**PROPOSED AMENDMENTS**

- b) At the intersection of two secondary roads, only one sign location is to be used as required in 12a. This is to be the right hand corner of the intersection for inbound traffic to the subdivision.
- c) The ~~Director of Engineering—Maintenance~~Planning Director or assignee may allow an alternate sign location upon finding that, due to existing site conditions, the foregoing location requirements cannot be met, or that an alternate location would equally or better serve the purposes of this manual. This must be confirmed with the ~~County Engineering—Maintenance~~DepartmentPlanning Director prior to installation of the sign.

**Display of Address Numbers****1311. General Guidelines for Display of Address Numbers**

- a) Address numbers shall be displayed at the primary access entrance on a mailbox, post, fence or other suitable location that is easily discernible from the road, the entrance door of the structure is clearly visible from the road, and there is no mailbox, post, fence or other suitable location at the primary access entrance, address numbers shall be provided on, above, or at the side of the main entrance door in a manner that is clearly visible from the road upon which it is numbered.
- b) The address number shall be displayed ~~as numerals~~numerically and shall not be spelled out. Roman numerals shall not be used.
- c) The numerals displayed, and where applicable, lettering, shall be at least 3" in height on a contrasting background (dark figures over a light background or light figures over a dark background).
- d) If the mailbox is not located on the named road from which the number has been assigned, the entire address (number and road name) shall be shown on that mailbox to avoid confusions. In such cases, it will be necessary to also display the number on the property as stated above.
- e) On ~~corner-corner~~ lots, the number shall only be displayed to face the street upon which the property is numbered.
- f) Any numbers previously displayed, which could be confused with or mistaken for the assigned address number shall be removed from the mailbox and property.
- g) Numbers shall be properly maintained by the property owner to ensure they are clearly discernible from the roadway upon which the property is numbered.

**PROPOSED AMENDMENTS**

**1412.** *Display of Address Numbers for Multi-Unit Buildings and Multi-Building Complexes*

- a) If a building is divided into multiple units with separate entrances, and each unit has been assigned an individual number, then each unit number shall be displayed on or next to the main doorway.
- b) The address range of all individual unit numbers within a multi-unit building shall be displayed in a manner that is clearly visible from the road upon which the units are numbered. If more than one building shares an access, then the address range shall also be displayed on each building.

**1513.** *Additional Signage Required When Necessary*

The agent-GIS Administrator or assignee may also require numbers or address ranges to be posted in additional locations as deemed necessary to the purpose of Chapter 56 of the Code of Clarke County.

**16.** *Road Naming Process*

**a.** *New Public Road Names*

~~New public road names shall be approved by the Planning Commission as part of subdivision plat or site plan approval. The selection of names shall be in accordance with the policies of this manual.~~

**b.** *Private Road Names*

~~1) The agent shall approve the names for all private roads. Such names shall be in accordance with the policies of this manual.~~

~~2) The process of naming roads shall be limited to those who own property served by the road in question. For the purpose of this section, "served" by a road shall include right of use whether or not a property actually uses such road.~~

~~3) Where the road serves several properties, the landowners shall be given the opportunity to propose the name. Requests to name roads shall be in writing to the agent and shall include the following information:~~

~~a. A description of the road's location giving the direction and approximate distance from the nearest intersection of two public roads.~~

~~b. A list of all landowners having property served by the road in question together with certification that all such landowners have been notified of the proposed name.~~

~~c. Signatures of landowners representing a more than 50 percent of parcels served by the road in agreement of a common road name.~~

~~4) Upon validating that landowners of more than 50 percent of the parcels served by the road in question have signed the petition in favor of a common road name, and that the proposed name is otherwise consistent with the Road Naming Policies of this manual, the agent shall approve the road name.~~

**PROPOSED AMENDMENTS**

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*End of document.*

# Clarke County Board of Supervisors

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## Adjournment



# Clarke County Board of Supervisors

## Monthly Reports:

1. Building Department
2. Commissioner of the Revenue
3. Virginia Cooperative Extension 1<sup>st</sup> Quarter  
2013 Reports
4. Virginia Regional Transport

**COUNTY OF CLARKE  
BUILDING PERMIT REPORT  
FOR THE MONTH ENDING:5-31-2013**

**NEW RESIDENTIAL**

**SINGLE FAMILY STRUCTURES**

Owner/Contractor Location	Description	Est Cost
WELCH, DAVID A/LICKING VALLEY CONSTRUCTION 1133 SHENANDOAH RIVER LANE 2	1sty DWELLING + ELEC + MECH +	319,000
JOHNSON, JERRY L/SELF CONTRACTOR 16 WEST MAIN STREET, SUITE	REMODEL 2ND FL STORAGE AREA IN	126,000
	<b>SUBTOTAL:</b>	<b>2 445,000</b>
	<b>TOTAL:</b>	<b>2 445,000</b>

**RESIDENTIAL RENOVATIONS**

Owner/Contractor Location	Description	Est Cost
SENSENY SOUTH CORPORATION/POE'S HOME IMPROVEMENT 149 MIDDLE COTTAGE LANE 226	MINOR REMODELING FOR 1ST & 2ND	0
SENSENY SOUTH CORPORATION/POE'S HOME IMPROVEMENT 149 MIDDLE COTTAGE LANE 226	REPAIR FIRE DAMAGE IN BSMT ARE	0
BORGER, DAVID T & KIELER, M/A BUILDING COMPANY, INC 206 TREADWELL STREET 22611	1sty ADDITION	68,000
WHITLOCK, LAURA D/CHRIS HOWLETT BUILDER 20 GOOD SHEPHERD ROAD 2013	1sty ADDITION	63,000
LOWE, MICHAEL J & KATHRYN A/SELF CONTRACTOR 18935 BLUE RIDGE MOUNTAIN ROA	FINISH BASEMENT + ELEC + MECH	121,000
	<b>TOTAL:</b>	<b>5 252,000</b>

**COMMERCIAL RENOVATIONS**

Owner/Contractor Location	Description	Est Cost
NO J, LLC/SELF CONTRACTOR 40 KIMBLE ROAD 22611	MINIMUM REMODEL + CHANGE OF US	0
	<b>TOTAL:</b>	<b>1 Page 154 of 173 0</b>

**COUNTY OF CLARKE  
BUILDING PERMIT REPORT  
FOR THE MONTH ENDING:5-31-2013**

**Page: 2**

**MISC BUILDING PERMITS**

<u>Owner/Contractor</u>	<u>Description</u>	<u>Est Cost</u>
HAMILTON, THOMAS J & JOHN/JON C DUVAL DESIGN & CONSTR	REBUILD FRONT PORCH (7'6" x 15	3,000
TOWN OF BERRYVILLE/CLARKE COUNTY ROOFING & GUTT	RE-ROOF REAR OF BUILDING	0
BERRYVILLE GRAPHICS, INC/LANTZ CONSTRUCTION CO OF WIN	SHELTER FOR AIR COMPRESSOR (16	8,000
HODGE, SHARON ROSE/SELF CONTRACTOR	40'x8' STORAGE CONTAINER	8,000
LOCAL WOOD, LLC/SELF CONTRACTOR	CERTIFICATE OF USE & OCCUPANCY	0
MARKS, MELANIE D/SELF CONTRACTOR	LAND DISTURBANCE PERMIT (GREAT	0
COUNTY OF CLARKE/ZIMMERMAN, WALTER	RE-ROOF SOCIAL SERVICES BLDG (	0
MISION CRISTIANA CUIDAD DES/SELF CONTRACTOR	TENT FOR EVENT TO BE HELD JUNE	0
SAMS, ALLISON KARTER/SELF CONTRACTOR	RE-ISSUANCE OF PERMIT IN NEW O	0
BROY, WARREN F & MARY B/SELF CONTRACTOR	MINOR LAND DISTURBANCE PERMIT	0
POWHATAN SCHOOL/SELF CONTRACTOR	CERTIFICATE OF USE & OCCUPANCY	0
GREENE, ANDREA K TRUST/SELF CONTRACTOR	1.5 sty STORAGE SHED W/ PORCH	17,000
FRYE, MALINDA/SELF CONTRACTOR	PRE-FAB SHED (16' x 24')	10,000
BENNER, ERNEST C & PAULA L/ANTHONY & SYLVAN POOLS CORPO	IN-GRD POOL (18x36;3'-8' DEPTH	25,000
INCREDIBLE INFLATABLES, LLC/SELF CONTRACTOR	NEEDS CERTIFICATE OF INSP FOR	0
	<b>TOTAL:</b>	<b>71,000</b>

**DEMOLITIONS**

<u>Owner/Contractor</u>	<u>Location</u>	<u>Est Cost</u>
PAINTER, CAROLYN J ET AL/SELF CONTRACTOR	3921 LORD FAIRFAX HIGHWAY 2261	16,100
BANK OF CLARKE COUNTY/CARROLL CONCRETE AND EXCAVAT	2 EAST MAIN STREET 22611	21,700
	<b>TOTAL:</b>	<b>37,800</b>

**SIGNS**

<u>Owner/Contractor</u>	<u>Description</u>	<u>Est Cost</u>
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**COUNTY OF CLARKE  
 BUILDING PERMIT REPORT  
 FOR THE MONTH ENDING:5-31-2013**

**SIGNS**

<u>Owner/Contractor</u>	<u>Description</u>	<u>Est Cost</u>
BENTON, SADIE M TRUSTEE/LETTER PERFECT, INC (PER TEN	REPAIR EXISTING SIGN	0
	<b>TOTAL:</b>	<b>1                      0</b>

**Total # of Building Permits Issued:                      26**  
**Total Estimated Cost:    805,800**  
**Total Revenue Collected:    8,502.72**

The following permits are not included in the total # of permits and estimated costs.

Electrical:                      23  
 Mechanical:                      12  
 Plumbing:                      6

# COUNTY OF CLARKE

## RECAP BY PROJECT TYPE FOR THE MONTH ENDING: 5-31-2013

Page: 1

<u>Project Description</u>	<u>#</u>	<u>VALUE</u>
ADDITION/REMODEL SINGLE FAMILY	3	252,000
COMMERCIAL ACCESSORY STRUCTURE	1	8,000
COMMERCIAL C/O	2	0
DECK/PORCH	1	3,000
DEMOLITION OF BUILDING	2	37,800
ELECTRIC PERMITS	23	0
LAND DISTURBANCE PERMIT	2	0
MECHANICAL PERMITS	12	0
NEW RESIDENCE SINGLE FAMILY	2	445,000
PLUMBING PERMITS	6	0
SWIMMING POOL/SPA	1	25,000
RENEWAL PERMIT	1	0
AMUSEMENT RIDES	1	0
REMODEL-MINIMUM FEE (COMM)	1	0
REMODEL-MINIMUM FEE (RES)	2	0
RE-ROOFING/SIDING	2	0
STORAGE SHED	3	35,000
SIGN PERMIT	1	0
TENTS OVER 900'	1	0
=====		
TOTALS:	67	805,800
=====		

## RECAP BY DISTRICT FOR THE MONTH ENDING: 5-31-2013

<u>Name</u>	<u>#</u>	<u>VALUE</u>
GREENWAY DISTRICT	10	327,000
CHAPEL DISTRICT	15	13,000
BATTLETOWN DISTRICT	10	200,100
LONGMARSH DISTRICT	12	0
BERRYVILLE DISTRICT	17	248,700
BOYCE DISTRICT	2	17,000
=====		
TOTALS:	66	805,800
=====		

## INSPECTIONS REPORT FOR THE MONTH ENDING: 5-31-2013

<u>Inspection Type</u>	<u>#</u>
Building:	71
Electrical:	54
Mechanical:	17
Plumbing:	20
Fire Protection:	3

TOTALS :

=====

165

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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
Wednesday	5/1/2013	4	4	8	8	3	1		1		13	119005	119060	55		
Thursday	5/2/2013	4	4	8	4				1		5	119060	119087	27		
Friday	5/3/2013	4	4	8	1	3			1		5	119087	119125	38		
Saturday	5/4/2013			0							0			0		
Sunday	5/5/2013			0							0			0		
Monday	5/6/2013	4	4	8	5	4			2		11	119125	119173	48	15.5	
Tuesday	5/7/2013	4	4	8		1		1	2	2	6	119173	119219	46		
Wednesday	5/8/2013	4	4	8	4	3		1	2		10	119219	119251	32		
Thursday	5/9/2013	4	4	8		2			2		4	119251	119295	44		
Friday	5/10/2013	4	4	8	2	3					5	119295	119336	41		
Saturday	5/11/2013			0							0			0		
Sunday	5/12/2013			0							0			0		
Monday	5/13/2013	4	4	8	2	2					4	119336	119401	65		
Tuesday	5/14/2013	4	4	8	3	1					4	119401	119452	51	17.5	
Wednesday	5/15/2013	4	4	8	1	2	3				6	119452	119480	28		
Thursday	5/16/2013	4	4	8	4	1					5	119480	119551	71		
Friday	5/17/2013	4	4	8	3	2			1		6	119551	119593	42		
Saturday	5/18/2013			0							0			0		
Sunday	5/19/2013			0							0			0		
Monday	5/20/2013	4	4	8	3	3					6	119593	119629	36		
Tuesday	5/21/2013	4	4	8	4	4					8	119629	119663	34		
Wednesday	5/22/2013	4	4	8	2	5	3				10	119663	119709	46		
Thursday	5/23/2013	4	4	8	6	4	3	1			14	119709	119799	90	16	
Friday	5/24/2013	4	4	8	1	1	2				4	119799	119893	94		
Saturday	5/25/2013			0							0			0		
Sunday	5/26/2013			0							0			0		
Monday	5/27/2013			0							0			0		
Tuesday	5/28/2013	4	4	8	5	2			1		8	119893	119957	64		
Wednesday	5/29/2013	4	4	8	9	4			2	1	16	119957	120045	88	15.5	
Thursday	5/30/2013	4	4	8		1					1	120045	120111	66		
Friday	5/31/2013	4	4	8	3	3			1	1	8	120111	120201	90		
<b>TOTALS</b>		<b>88</b>	<b>88</b>	<b>176</b>	<b>70</b>	<b>54</b>	<b>12</b>	<b>3</b>	<b>16</b>	<b>4</b>	<b>159</b>			<b>1196</b>	<b>64.5</b>	

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
Wednesday	5/1/2013			0							0			0		
Thursday	5/2/2013			0							0			0		
Friday	5/3/2013			0							0			0		
Saturday	5/4/2013			0							0			0		
Sunday	5/5/2013			0							0			0		
Monday	5/6/2013			0							0			0		
Tuesday	5/7/2013			0							0			0		
Wednesday	5/8/2013			0							0			0		
Thursday	5/9/2013			0							0			0		
Friday	5/10/2013			0							0			0		
Saturday	5/11/2013			0							0			0		
Sunday	5/12/2013			0							0			0		
Monday	5/13/2013			0							0			0		
Tuesday	5/14/2013			0							0			0		
Wednesday	5/15/2013			0							0			0		
Thursday	5/16/2013			0							0			0		
Friday	5/17/2013			0							0			0		
Saturday	5/18/2013			0							0			0		
Sunday	5/19/2013			0							0			0		
Monday	5/20/2013			0							0			0		
Tuesday	5/21/2013			0							0			0		
Wednesday	5/22/2013			0							0			0		
Thursday	5/23/2013			0							0			0		
Friday	5/24/2013			0							0			0		
Saturday	5/25/2013			0							0			0		
Sunday	5/26/2013			0							0			0		
Monday	5/27/2013			0							0			0		
Tuesday	5/28/2013			0							0			0		
Wednesday	5/29/2013			0							0			0		
Thursday	5/30/2013			0							0			0		
Friday	5/31/2013			0							0			0		
<b>TOTALS</b>		0	0	0	0	0	0	0	0	0	0			0	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	1	0	1	0	0	2	
April	0	0	1	1	0	2	4	
May	0	1	0	0	1	0	2	1 in Berryville is Remodel 2nd Fl Storage Area into Apt
June							0	
July							0	
August							0	
September							0	
October							0	
November							0	
December							0	
<b>TOTAL</b>	<b>0</b>	<b>2</b>	<b>1</b>	<b>3</b>	<b>1</b>	<b>2</b>	<b>9</b>	

COUNTY OF CLARKE CIRCUIT COURT  
MONTH END DEEDS OF PARTITION AND CONVEYANCE  
LOCAL TAXATION DEPARTMENT  
COUNTY  
FOR MAY, 2013

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
05/02/13	13-959	PAYNE LLC	N HILLEGAS, ERIC A; ET AL 1137 FISHPAW ROAD BERRYVILLE VA 22611, .	N <del>649,400.00</del> <sup>509,000</sup>	DBS	100% 649,400 w/impv
		RECORDED TIME: 03:50				
		DESCRIPTION 1: LONGMARSH DISTRICT, CONT. 19.8194 ACRES MORE OR LESS				
		DATE OF DEED : 04/29/13 BOOK: 563 PAGE: 79 MAP: 7-A-3				
		NUMBER PAGES : 0				
05/02/13	3992	ORRISON, RONALD L	N/A N/A CHAPEL DISTRICT	.00	QUAL	00%
		RECORDED TIME: 09:58				
		DESCRIPTION 1: 19.5479 ACRES				
		DATE OF DEED : 05/02/13 BOOK: 92 PAGE: 506 MAP:				
		NUMBER PAGES : 0				
05/02/13	13-940	CANNARELLA, ANTHONY T TR U/CAN	N LYNN, THOMAS W JR & KIMBERLY B N 169 WHISPERING KNOLLS LANE BERRYVILLE, VA. 22611	510,000.00	DBS	100% 472,300 w/impv
		RECORDED TIME: 11:59				
		DESCRIPTION 1: LOT 1 - BUCKMARSH ESTATES - 4 ACRES				
		DATE OF DEED : 05/02/13 BOOK: 562 PAGE: 923 MAP: 14-A-95A				
		NUMBER PAGES : 0				
05/02/13	13-944	MANN, GAIL G	N SINGH, AVTAR & SUKHVINDER KAUR N 43257 STONEWALL POND ST CHANTILLY, VA. 20152	100,000.00	DBS	100% 120,700 w/impv
		RECORDED TIME: 12:07				
		DESCRIPTION 1: LOT 23, SEC E, BATTLETOWN SUBD				
		DATE OF DEED : 04/25/13 BOOK: 562 PAGE: 945 MAP: 14A2-17E-23				
		NUMBER PAGES : 0				
05/02/13	13-948	WEANT, SHARI L	N MOORE, IVAN A; JR ET UX 9 GORDONS RIDGE LANE BERRYVILLE, VA. 22611	485,000.00	DBS	100% 516,300 w/impv
		RECORDED TIME: 12:30				
		DESCRIPTION 1: BATTLETOWN DISTRICT, LOT 1, 2.0 ACRES				
		DATE OF DEED : 04/30/13 BOOK: 562 PAGE: 975 MAP: 16-5-1				
		NUMBER PAGES : 0				
05/02/13	13-950	FEDERAL HOME LOAN MORTGAGE COR	Y POH, CRISPIN L 129 ROSEVILLE COURT BOYVE, VA. 22620	N 364,900.00	DBS	100% 405,500 w/impv
		RECORDED TIME: 12:52				
		DESCRIPTION 1: TOWN OF BOYCE				
		DATE OF DEED : 03/25/13 BOOK: 563 PAGE: 01 MAP: 21A4-1-12				
		NUMBER PAGES : 0				
05/03/13	13-961	FOLK, EUGENE L & DONNA L	Y FOLK, EUGENE L & DONNA L TRS 1238 WADESVILLE RD BERRYVILLE, VA. 22611	Y .00	DBS	100%
		RECORDED TIME: 10:35				
		DESCRIPTION 1: LOT 1 - LONGMARSH DIST				
		DATE OF DEED : 04/26/13 BOOK: 563 PAGE: 101 MAP: 3-A-1-1				
		NUMBER PAGES : 0				
05/03/13	13-963	LARGENT, GRETCHEN L	N LICKING VALLEY CONSTRUCTION, C N 31 FARMS RIVERVIEW RD FRONT ROYAL, VA. 22630	140,000.00	DBS	100%
		RECORDED TIME: 11:55				
		DESCRIPTION 1: LOTT 21B AND LOT 49, SHEN. FARMS, RIVER SECT GREENWAY DIST				
		DATE OF DEED : 05/03/13 BOOK: 563 PAGE: 104 MAP: 37A1-3-21B,49				
		NUMBER PAGES : 0				

VAC ← 149,800  
125K → VAC

COUNTY OF CLARKE CIRCUIT COURT  
MONTH END DEEDS OF PARTITION AND CONVEYANCE  
LOCAL TAXATION DEPARTMENT  
COUNTY  
FOR MAY, 2013

RECORDED	INSTRUMENT	GRANTOR	(X)	GRANTEE/ADDRESS	(X)	CONSIDERATION	TYPE	PERCENT
05/03/13	13-965	ESTATE OF LINDA ST GORNEVA RECORDED TIME: 12:25 DESCRIPTION 1: GREENWAY DISTRICT DATE OF DEED : 04/11/13 BOOK: 563 PAGE: 125 MAP: NUMBER PAGES : 0	N	SCHEELE, PETJA, ET AL 56 STANTON COURT OWING MILLS, MD.	N	.00	DBS	100%
05/06/13	13-240	COPENHAVER, VIRGINIA RECORDED TIME: 11:20 DESCRIPTION 1: CHAPEL DISTRICT, DB 134, PG 703 DATE OF DEED : 05/01/13 BOOK: 563 PAGE: 201 MAP: 12A-25B NUMBER PAGES : 0	N	COPENHAVER, PATRICIA B 2110 SALEM CHURCH ROAD BOYCE, VA 22620, .	N	240,000.00	DBS	100%
								226,500 VAC
05/06/13	13-974	NEWLIN, ABIGAIL K; ESTATE RECORDED TIME: 11:26 DESCRIPTION 1: TOWN OF BERRYVILLE, LOT 28 DATE OF DEED : 05/03/13 BOOK: 563 PAGE: 203 MAP: 14A2-17-E-28 NUMBER PAGES : 0	N	CUNNINGHAM FAMILY TRUST 341 WOODS MILL DRIVE STEPHENSON, VA. 22656	N	60,000.00	DBS	100%
								125,400 w/impv
05/09/13	13-1004	JIM NICHOLS CONSTRUCTION COMPA RECORDED TIME: 01:15 DESCRIPTION 1: LOT 6, SMITH ADDITION - TOWN OF BERRYVILLE WR/S DATE OF DEED : 05/09/20 BOOK: 563 PAGE: 392 MAP: 14A6-4-6 NUMBER PAGES : 0	N	COON, CHARLES L & JANICE 619 E MAIN ST BERRYVILLE, VA. 22611	N	240,000.00	DBS	100%
								283,400 w/impv
05/10/13	13-1021	NEWLIN, EDWARD P RECORDED TIME: 04:11 DESCRIPTION 1: BATTLETOWN DISTRICT, 1.046 ACRES DATE OF DEED : 05/08/13 BOOK: 563 PAGE: 445 MAP: 16-A-58D NUMBER PAGES : 0	N	GAIDOS, JOAN 15 PLEASANT LANE BERRYVILLE, VA. 22611	N	265,000.00	DBS	100%
								371,500 w/impv
05/10/13	13-1009	CIVIL WAR PRESERVATION TRUST RECORDED TIME: 09:04 DESCRIPTION 1: BATTLETOWN DISTRICT, SHEN RET DATE OF DEED : 05/07/13 BOOK: 563 PAGE: 425 MAP: 17A1-A-1B & 1C NUMBER PAGES : 0	N	SHENANDOAH UNIVERSITY 1460 UNIVERSITY DRIVE WINCHESTER, VA. 22601	N	.00	DG	100%
								55,150
05/10/13	33-1010	ASBURY, DORIS F RECORDED TIME: 10:15 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 05/10/12 BOOK: 563 PAGE: 430 MAP: 14A1-A-16B NUMBER PAGES : 0	N	BACON, JESSE C & RIVES H 219 ACADEMY STREET BERRYVILLE VA 22611, .	N	90,000.00	DBS	100%
								90K VAC
05/13/13	3995	ROBERT WESTLEY DEAN RECORDED TIME: 09:44 DESCRIPTION 1: LOTS 37 & 38, WILLEYS ADDITION DATE OF DEED : 05/13/13 BOOK: 92 PAGE: 654 MAP: 14-A5-2-37 NUMBER PAGES : 0	N/A N/A	105 VA AVE. , BERRYVILLE VA		.00	REA	00%

COUNTY OF CLARKE CIRCUIT COURT  
MONTH END DEEDS OF PARTITION AND CONVEYANCE  
LOCAL TAXATION DEPARTMENT  
COUNTY  
FOR MAY, 2013

RECORDED	INSTRUMENT	GRANTOR	(X)	GRANTEE/ADDRESS	(X)	CONSIDERATION	TYPE	PERCENT
05/14/13	13-1028	DINGES, JUDY SOUTHERS RECORDED TIME: 11:40 DESCRIPTION 1: 0.9449 ACRES - CHAPEL DIST DATE OF DEED : 05/10/13 BOOK: 563 PAGE: 483 MAP: 87-A-12B NUMBER PAGES : 0	N	DINGES, JUDY SOUTHERS & SCOTT 179 OLD WATERLOO RD BOYCE, VA. 22620 WR/S	N	.00	DG	100%
05/15/13	13-1033	CAMPBELL, ALLEN C & BEVERLY A RECORDED TIME: 11:05 DESCRIPTION 1: BATTLETOWN DISTRICT, LOT 6 , CONT. 5.000 DATE OF DEED : 05/10/13 BOOK: 563 PAGE: 498 MAP: 26-1-6 NUMBER PAGES : 0	N	MCKENZIE, DARYL A & CINDY M 326 EBENEZER ROAD BLUEMONT, VA. 20135	N	489,000.00	DBS	100%
								490,600 w/impv
05/17/13	13-1048	WITTSTADT TITLE & ESCROW COMPA RECORDED TIME: 01:12 DESCRIPTION 1: LOT 66, SECT 2, APPLE GLEN DATE OF DEED : 04/18/13 BOOK: 563 PAGE: 555 MAP: 14A2-13-66 NUMBER PAGES : 0	N	GALVEZ, LADISLAO ET AL 107 S WEST ST ALEXANDRIA, VA. 22314 TOWN OF BERRYVILLE	N	296,000.00	DLF	100%
								(F) 375,800 w/impv
05/17/13	13-1054	LYNN, THOMAS W, JR & KIMBERLY B RECORDED TIME: 04:01 DESCRIPTION 1: LOT 85 - TOWN OF BERRYVILLE DATE OF DEED : 05/17/13 BOOK: 563 PAGE: 576 MAP: 14A7-10-85 NUMBER PAGES : 0	N	BREITBEIL, JULIA G 417 HANCOCK CT BERRYVILLE, VA. 22611	N	336,000.00	DBS	100%
								329,900 w/impv
05/17/13	13-1056	MOORE, ROBERT M & ELAINE F RECORDED TIME: 04:20 DESCRIPTION 1: PARCEL AT 210 WILLOW LANE DATE OF DEED : 05/17/13 BOOK: 563 PAGE: 592 MAP: 14A-17-4 NUMBER PAGES : 0	N	GERCZAK, TIFFANY R 210 WILLOW LN BERRYVILLE, VA. 22611 TOWN OF BERRYVILLE	N	149,500.00	DBS	100%
								108,200 w/impv
05/20/13	13-1061	SUNTRUST BANK RECORDED TIME: 01:45 DESCRIPTION 1: GREENWAY DISTRICT, CONT. 24,637 SQ FT DATE OF DEED : 05/02/13 BOOK: 563 PAGE: MAP: 28A-A-77 NUMBER PAGES : 0	N	TRUST, CHRISTIANA STANWICH MOR 14420 LORD FAIRFAX HIGHIG WHITE POST, VA. 22663	N	.00	DG	100%
05/20/13	13-1063	DELOZIER, DAVID S & KELLY C RECORDED TIME: 02:30 DESCRIPTION 1: LONGMARSH DISTRICT, 3.327 ACRES MOR OR LESS LOT 2 DATE OF DEED : 05/10/13 BOOK: 563 PAGE: 620 MAP: 4-3-2 NUMBER PAGES : 0	N	MCCALLEY, STEPHEN J & COURTNEY 1989 ALLE ROAD BERRYVILLE, VA. 22611	N	295,000.00	DBS	100%
								290,500 w/impv
05/20/13	13-1059	LEWIS, BARBARA L RECORDED TIME: 12:50 DESCRIPTION 1: CHAPEL DISTRICT, LOT 6, 14.5931 ACRES DATE OF DEED : 05/20/13 BOOK: 563 PAGE: 613 MAP: 38-7-6 NUMBER PAGES : 0	N	GLANOWSKI, STEPHEN; ET UX 1001 BOWEN COURT GREAT FALLS, VA. 22066	N	85,000.00	DBS	100%
								Family 225,900 VAC

COUNTY OF CLARKE CIRCUIT COURT  
MONTH END DEEDS OF PARTITION AND CONVEYANCE  
LOCAL TAXATION DEPARTMENT  
COUNTY  
FOR MAY, 2013

RECORDED	INSTRUMENT	GRANTOR	(X)	GRANTEE/ADDRESS	(X)	CONSIDERATION	TYPE	PERCENT
05/24/13	13-1121	BUONO, ARTHUR C & KATHY M RECORDED TIME: 01:20 DESCRIPTION 1: LOT 51 - 5.7617 ACRES DATE OF DEED : 05/24/13 BOOK: 563 NUMBER PAGES : 0	N	MITCHELL, JEFFREY T 19680 BLUE RIDGE MTN RD BLUEMONT, VA. 20135 BATTLETOWN DIST	N	310,000.00	DBS	100% 318,700 w/impv
05/24/13	13-116	LEGARE, VINCENT & TRACEY RECORDED TIME: 12:22 DESCRIPTION 1: GREENWAY DISTRICT, PARCEL A1, DATE OF DEED : 05/02/13 BOOK: 563 NUMBER PAGES : 0	N	LEGARE, TRACEY S 15341 LORD FAIRFAX HWY WHITE POST, VA. 22663 GREENWAY VISTA	N	.00	DQC	100%
05/28/13	13-1155	HOLDAWAY, GAIL RECORDED TIME: 04:25 DESCRIPTION 1: BATTLETOWN DISTRICT DATE OF DEED : 05/24/13 BOOK: 564 NUMBER PAGES : 0	N	PETT, KEVIN ETUX 125 CHESTNUT COOMBE LANE PARISA, VA. 20130 CONT. 8.261 ACRES	N	215,000.00	DBS	100% 187,600 VAC
05/29/13	13-1166	MARTIN, MICHELLE M RECORDED TIME: 03:59 DESCRIPTION 1: WATERLINE EASEMENT DATE OF DEED : 03/12/13 BOOK: 564 NUMBER PAGES : 0	N	TOWN OF BERRYVILLE, VIRGINIA 101 CHALMERS COURT BERRYVILLE, VA. 2261	N	.00	DE	100%
05/29/13	13-1159	PRATT, GERALD K RECORDED TIME: 11:24 DESCRIPTION 1: CHAPEL DISTRICT DATE OF DEED : 05/28/13 BOOK: 564 NUMBER PAGES : 0	N	SHADETREE LLC 900 S. PLEASANT VALLEY RD WINCHESTER, VA. 22601	N	225,000.00	DBS	100% 277,300 w/impv
05/29/13	13-1161	BRAITHWAITE, JAMES & WILLA RECORDED TIME: 12:10 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 05/29/13 BOOK: 564 NUMBER PAGES : 0	N	HUFF, VICKIE; ET AL 20 LINCOLN AVENUE BERRYVILLE, VA. 22611	N	.00	DGLE	100%
05/29/13	13-1162	ACOSTA, PAOLA RECORDED TIME: 12:50 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 05/22/13 BOOK: 564 NUMBER PAGES : 0	N	SIMMS, TONEY; ET UX 200 STAYMAN DRIVE BERRYVILLE, VA. 22611	N	256,000.00	DBS	100% 308,800 w/impv
05/31/13	13-1188	LEMLEY, JOHN E ET ALS RECORDED TIME: 03:40 DESCRIPTION 1: 5 ACRES DATE OF DEED : 05/28/13 BOOK: 564 NUMBER PAGES : 0	N	CARRASCO, JUSTIN 345 CHILLY HOLLOW RD BERRYVILLE, VA. 22611 BATTLETOWN DIST	N	200,000.00	DBS	100% 343,100 w/impv

COUNTY OF CLARKE CIRCUIT COURT  
MONTH END DEEDS OF PARTITION AND CONVEYANCE  
LOCAL TAXATION DEPARTMENT  
COUNTY  
FOR MAY, 2013

RECORDED	INSTRUMENT	GRANTOR	(X)	GRANTEE/ADDRESS	(X)	CONSIDERATION	TYPE	PERCENT
05/22/13	13-1089	LOCKE, MATTHEW & JENNIFER RECORDED TIME: 01:52 DESCRIPTION 1: TOWN OF BERRYVILLE, LOT 135 DATE OF DEED : 05/14/13 BOOK: 563 PAGE: 706 MAP: 14A8-3-135 NUMBER PAGES : 0	N	KELLY, JAMES K; JR & MARGARET 241 HERMITAGE BLVD BERRYVILLE, VA. 22611	N	356,100.00	DBS	100%
								573,300 w/impv
05/22/13	13-1091	AREVALO, FREDIS R; ET UX RECORDED TIME: 01:54 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 11/05/12 BOOK: 563 PAGE: 719 MAP: 14A2-13-41 NUMBER PAGES : 0	N	CABRERA, ANA D 413 BLOSSOM DR BERRYVILLE, VA. 22611	N	.00	DG	100%
05/22/13	13-1092	TRUST, CHRISTIANA RECORDED TIME: 03:30 DESCRIPTION 1: GREENWAY DISTRICT DATE OF DEED : 05/21/13 BOOK: 563 PAGE: 722 MAP: 28A-A-77 NUMBER PAGES : 0	N	HERNANDEZ, ANDY R 14420 LORD FAIRFAX HIGHWAY WHITE POST, VA. 22663	N	200,000.00	DBS	100%
								281,100 w/impv
05/22/13	13-1083	WERTZ, RICHARD & MICHELLE RECORDED TIME: 12:13 DESCRIPTION 1: CHAPEL DISTRICT, LOT 39 DATE OF DEED : 05/21/13 BOOK: 563 PAGE: 675 MAP: 31-1-39 NUMBER PAGES : 0	N	BELL, THOMAS & LAURA 21550 BEAUMEADE CIRCLE ASHBURN, VA. 20147	N	<del>573,300.00</del>	DBS	100%
								600,000 573,300 w/impv
05/23/13	13-2001	PIERCE, CALVIN D RECORDED TIME: 01:30 DESCRIPTION 1: TOWN OF BERRYVILLE LOT 20 DATE OF DEED : 05/22/13 BOOK: 563 PAGE: MAP: 14-1-A-210-B-20 NUMBER PAGES : 0	N	KALIOPTI, LAZERI, AT AL 19358 WRENBURY LANE LEESBURG, VA. 20175	N	<del>124,000.00</del>	DBS	100%
								100,000 w/impv 124,000
05/23/13	13-1108	DAVIS, RICHARD B RECORDED TIME: 02:40 DESCRIPTION 1: CHAPEL DISTRICT, 4.07 ACRES DATE OF DEED : 05/21/13 BOOK: 563 PAGE: 831 MAP: 32-A-80 NUMBER PAGES : 0	N	YOUNG, NATHAN 1951 MORGAN MILL ROAD BLUEMONT, VA. 20135	N	105,000.00	DBS	100%
								258,900 w/impv
05/23/13	13-1098	GREAT NORTHERN TRADING CO LLC RECORDED TIME: 10:50 DESCRIPTION 1: PARCEL ON W SIDE OF N CHURCH ST DATE OF DEED : 05/17/13 BOOK: 563 PAGE: 798 MAP: 14A2-A-21 NUMBER PAGES : 0	N	BETANCOURT, PETER L & CARMEN L 203 N CHURCH ST BERRYVILLE, VA. 22611 TOWN OF BERRYVILLE	N	160,000.00	DBS	100%
								WR/S 188,500 w/impv
05/24/13	13-1119	FARRIS, CHARLES L & JACQUELINE RECORDED TIME: 01:00 DESCRIPTION 1: LOT 12, MT WEATHER SUBD DATE OF DEED : 05/22/20 BOOK: 563 PAGE: MAP: 33-1-12 NUMBER PAGES : 0	N	NORMAN, DAVID & CATHY L 20375 BLUERIDGE MTN RD PARIS, VA. 20130 BATTLETOWN DIST	N	395,000.00	DBS	100%
								WR/S 477,200 w/impv

COUNTY OF CLARKE CIRCUIT COURT  
MONTH END DEEDS OF PARTITION AND CONVEYANCE  
LOCAL TAXATION DEPARTMENT  
COUNTY  
FOR MAY, 2013

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
05/31/13	13-1191	LENHARR, MICHAEL E & BONNIE M	N LENHARR, MICHAEL E & BONNIE M 134 GILLIONS LANE BLUEMOND, VA. 20135	.00	DG	100%
✓			RECORDED TIME: 04:20 DESCRIPTION 1: CHAPEL DISTRICT LOT 8 CONT. 5.8140 DATE OF DEED : 00/00/00 BOOK: 564 PAGE: 358 MAP: 32-A-8 NUMBER PAGES : 0			
05/31/13	13-1179	LAMBERT, JAMES L TRUST	N LAMBERT, JAMES JACOB 183 RUTHERFORD LANE BERRYVILLE, VA. 22611	.00	DBS	100%
✓			RECORDED TIME: 10:05 DESCRIPTION 1: CORRECTION TO PLAT, BLA & DEED OF GIFT, LONGMARH DISTRICT DATE OF DEED : 05/30/13 BOOK: 564 PAGE: 295 MAP: 6-1-2 & 3 NUMBER PAGES : 0			
05/31/13	13-1181	WATSON, JEFFREY JAY & JANETTE	N PORCH, ROBIN T & ROBIN L 14008 HYDE PARK PLACE GAINESVILLE, VA. 20155	150,000.00	DBS	100%
✓			RECORDED TIME: 10:16 DESCRIPTION 1: .29 ACRE - CHAPEL DIST WR/S DATE OF DEED : 05/30/13 BOOK: 564 PAGE: 302 MAP: 23A-2-24 NUMBER PAGES : 0			138,300 with impvt

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

05/17/13	13-1053	REAL ESTATE GENERAL CORP	N LYNN, THOMAS W, JR & KIMBERLY B 417 HANCOCK CT BERRYVILLE, VA. 22611	.00	COR	100%
✓			RECORDED TIME: 04:00 DESCRIPTION 1: D/B 358 PAGE 131 DATE OF DEED : 00/00/00 BOOK: 563 PAGE: 574 MAP: 14A7-10-85 NUMBER PAGES : 0			✓
05/20/13	13-1058	PROFESSIONAL FORECLOSURE CORP	N US BANK NATIONAL N/A	.00	COR	100%
✓			RECORDED TIME: 10:50 DESCRIPTION 1: CORRECTED TRUSTEED DEED, DB 552 PG 313 DATE OF DEED : 00/00/00 BOOK: 563 PAGE: 609 MAP: 4-A-10A NUMBER PAGES : 0			

TOTAL COUNTY DEEDS OF PARTITION AND CONVEYANCE: 42  
TOTAL NUMBER OF COUNTY DEEDS OF CORRECTION : 2  
TOTAL NUMBER OF COUNTY WILL/FIDUCIARY : 1

**Quarterly Activity Report of  
Kaila Anglin  
Extension Agent, 4-H Youth Development  
kailamh@vt.edu or (540) 955-5164  
January 2013 - March 2013**

**Programs**

- Clarke- Warren 4-H Camp
  - Camp Coordinator planning and organizational meetings with Stacy Swain, Warren County 4-H Youth Educator
  - Interviewed 63 Clarke and Warren youth for camp counselor positions
  - TALT training at NOVA 4-H Center, Front Royal, VA
  - Clarke- Warren 4-H Camp will be held July 28<sup>th</sup> - August 1<sup>st</sup> at the NOVA 4-H Center, Front Royal, VA
- Clarke County 4-H Share-the-Fun Contest
  - 35 contestants participated in 15 acts
  - Planned and organized the talent show, collected registration forms, contacted and recruited judges, lined up equipment help, reserved the location, etc.
- Clarke County 4-H Presentation, Public Speaking and Fashion Revue Contests
  - 39 participants competed in contests
  - Planned and organized contests in conjunction with the Frederick County 4-H Program, collected registration forms, contacted and recruited judges and room chairs, reserved equipment, etc.
- Simply Science 4-H Afterschool Program
  - 22 youth, grades 3-5, from Boyce Elementary School participated in the 5-week program afterschool at Boyce Elementary school during the months of February and March
  - Students participated and explored various science related curriculums including: Protecting Our Environment by investigate an oil spill; Bubbleology by testing name brand dish soaps; Ect-bot Robotics by assembling their own eco-bot to organize an environmental clean-up, and Earthworks by discovering how volcanos erupt simulated in a lava lamp
  - When asked what their favorite part of the program was some student remarks included: “I like trying new things”, “How to make lava lamps and eco-bots”, “Making bouncy balls and silly putty”
  - One participant when asked why they attended the program also stated, that she was “excited to attend additional 4-H activities outside of her 4-H club.”
- 4-H Day at the State Capitol
  - 15 Clarke County youth and 2 Clarke County adult volunteers participated traveled to Richmond, VA
  - Partnered with Frederick County 4-H Agent, Amanda Simons, to plan, organize, and chaperone 4-H youth members and parents that participated in 4-H Day at the State Capitol
- Skyline Stockman’s Contest
  - Attended and assisted with the contest at the Virginia Livestock LLC in Front Royal, VA.
- Clarke County 4-H Volunteer Leaders’ Association Auction and Dinner
  - Attended, assisted, and helped organize the annual fundraiser for the 4-H VLA at the Clarke County Fairgrounds Ruritan Building in Berryville, VA.
- Special Interest Lamb and Goat Workshops
  - Attended volunteer led workshops hosted for 4-H members new to lamb and goat livestock projects



- 4-H Volunteer Leader Training
  - Conducted new volunteer leader training with 3 new volunteers

### **Trainings & Meetings**

- Annual Faculty Report meeting
  - Frederick County Extension Office with mentor 4-H Agent, Amanda Simons
- Clarke County 4-H Volunteer Leaders' Association Meeting
  - Serve as 4-H advisor at bimonthly meetings and committee meetings
  - Berryville Baptist Church, Berryville, VA
- Glenwood Park Livestock Exposition
  - Serve as 4-H Agent representative at planning meetings and day of the show
- Faculty Review
  - Cyndi Marston, Northern District Director- Northern District Office, Harrisonburg, VA
- General 4-H:
  - Planning meetings for county events: Clarke-Frederick Beef Show, Clarke-Frederick Lamb Camp, Clarke-Frederick Goat Camp, Clarke Swine Camp, Clarke Horse Camp, county contests, etc.
  - Planning meetings for afterschool programs: Boyce Elementary School
  - Northern District Contest planning committee and Clarke 4-H representative
  - Individual 4-H club supervision and meeting attendance
- Clarke-Warren 4-H Camp- Camp Coordinator
  - Planning meetings with Stacy Swain, Warren County 4-H Youth Educator
- Clarke County Fair
  - Serve as 4-H representative at monthly board meetings and livestock committee meetings
  - Organize, plan and recruit judges for the 4-H and FFA livestock shows
  - Organize and plan Livestock Bowl, Round Robin and Carcass Contests
  - Make revisions to 4-H and FFA exhibitor rules, contests, livestock shows, etc. listed in the fair catalog

### **Professional Development**

- VCE Faculty Winter Conference
  - Three- day annual conference and meeting at The Inn at Virginia Tech in Blacksburg, VA
- New 4-H Agent training
  - Three- day conference and training at the W. E. Skelton 4-H Center, Wirtz, VA
- Northern District 4-H Agent Meeting
  - Quarterly meeting- Madison Extension Office, Madison, VA
- Unit Coordinator
  - Serve as VCE- Clarke County Unit Coordinator and attend quarterly district meetings/ trainings
- 4-H Robotics Curriculum Training
  - Two-day training at the W. E. Skelton 4-H Center, Wirtz, VA
- Teen and Adult Leader Training (TALT) for 4-H camp
  - Two-day training at the Northern Virginia 4-H Center, Front Royal, VA

### **Media**

- Winchester Star, dated February 11, 2013 hosted a paid advertisement for the Clarke County 4-H Volunteer Leaders' Association's Annual Spaghetti Dinner and Auction
- Clarke 4-H Connections, April 2013 Edition, mailed to all 4-H members, organizational leaders and volunteers, and board of supervisors

## **Area Family and Consumer Sciences Programming Report** **January to March 2013**

### **Educational Presentations (Up to 2 ½ Hours)**

*Can Your Finances Survive a Crisis?* – Shenandoah County

*Tune Into Ads (Six Easy Bites 4-H Project)* – Shenandoah County

### **Extended Learning Programs (Three Hours or Multiple Sessions)**

*Managing Your Money Series (15 sessions)* – Clarke, Frederick, and Shenandoah Counties

### **Exhibits/Displays/Brief Community Presentations**

*Lifesmarts (Youth Consumer Competition)* – Statewide

*VCE-Shenandoah County Annual Report* – Shenandoah County

### **Additional Accomplishments**

*Orient and Supervise AmeriCorps VISTA Volunteer Working with the Northern Shenandoah Valley Financial Education Program* – All Counties

*The Valley Today Radio Interview (WFTR), "Stretching Your Food Dollars"* – All Counties

*Living Well Blog (Northern Virginia Daily)* – All Counties

- Resolve to Improve Your Finances in 2013...Bit by Bit
- Welcome Keith Maskell, AmeriCorps VISTA Volunteer!

### **Professional Development**

*Tax Time Savings and Savings Bonds Webinar*

*Energy Literate Citizenry from K to Gray Webinar*

*Goal-based Investing Webinar*

*Tips for Tax Preparation and Filing Webinar*

*Building a Strong Credit History Webinar*

*Food Storage Following Disasters Webinar*

### ***Submitted by:***

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# Agriculture & Natural Resources Program Review

Mark Sutphin, Associate Extension Agent ANR, Horticulture

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## Programs: January 1, 2013 – March 31, 2013

Activities related to all five counties in the Northern Shenandoah Valley/PD7 (Clarke, Frederick, Page, Shenandoah, and Warren):

- Assisted with Coordination of Commercial Fruit Production Training
  - Virginia/West Virginia Tree Fruit Conference in Richmond, VA (three day conference) - 65 participants
  - Winchester Area Commercial Fruit Production School in Winchester, VA (one day conference) - 101 participants
  - Serve on the Virginia Farm Bureau Federation Apple Marketing Board
  - Met with 5 individuals interested in starting new vineyard operations
- Advised and Assisted Greenhouse & Nursery Association
  - Shenandoah Valley Nursery & Greenhouse Association Annual Winter Short Course at Blue Ridge Community College (one day conference) -64 participants
- Supervised and Advised Northern Shenandoah Valley Master Gardener Association
  - 150 Virginia Cooperative Extension volunteers serve as Master Gardeners and interns in the Northern Shenandoah Valley and offer outreach to our communities by offering over 40 educational programs teaching horticultural and environmentally sound practices
  - Served as co-coordinator for the 2013 Master Gardener Training Class in the Northern Shenandoah Valley where 24 individuals are completing -60hours of instructional teaching
- Coordinated and Facilitated the Program Activities for Commercial Pesticide Recertification
  - 2012 Commercial Pesticide Applicator Recertification Program at the Northern Virginia 4-H Center in Front Royal, VA (one day conference) - 238 participants
- Coordinated Private Pesticide Recertification Opportunities
  - Virginia/West Virginia Tree Fruit Conference in Richmond, VA (three day conference)- 22 participants recertified
  - Winchester Area Commercial Fruit Production School Winchester, VA (one day conference)- 64 participants recertified

## Client Contacts/Farm Visits (additional to above programs)

- 68 Pest Management Contacts
- 370 Plant & Plant Products Contacts

## Media

- Interviewed for 1 article published in The Winchester Star to inform the community about Virginia Cooperative Extension Master Gardener Class

- Virginia Cooperative Extension Master Gardener Volunteers published two articles in The Winchester Star to promote the Garden in the Valley Symposium and educating the public about “no mow lawns”.
- 95.3 The River – Radio Interview on 3-15-13 promoting best management practices for spring turf management and soil testing

#### Professional Development

- Mid-Atlantic Fruit & Vegetable Conference, Hershey, PA
- VCE-MG Webinar: Volunteer Reporting System (new management system)
- FDA Webinar: Food Safety Modernization Act

#### Other Activities

- Participated in the James Wood High School FFA Career Night
- Serve as VCE-Frederick County Unit Coordinator
- Taught a single session of a Shenandoah University Continuing Education class with Mike Weber at Weber’s Nursery

Clarke County

lwalburn@clarkecounty.gov

## Clarke Co Passenger Count

**From :** Jill Matheson <jill@vatransit.org> Thu, Jun 06, 2013 02:58 PM  
**Subject :** Clarke Co Passenger Count 📎 1 attachment  
**To :** dash@clarkecounty.gov, lwalburn@clarkecounty.gov  
**Cc :** 'Susan Newbrough' <susan@vatransit.org>

**MONTHLY PASSENGERS****May-13**

Location	Region	Route	TOTAL
CLRK	NW	Demand Response Clark County	154

*Jill Matheson**Operations Administrative Assistant*


109 North Bailey Lane • Purcellville, VA 20132  
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