



Clarke County Board of Supervisors Regular Meeting Agenda

Item

February 21, 2012

Packet
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Afternoon Session 1:00 PM - Held in the Main Meeting Room Berryville / Clarke County Government Center, 101 Chalmers Court, 2nd Floor, Berryville, Va

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

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	b) Reduce Historic Preservation Commission purchased services by \$30,500 due to completion of Chapel Hill Historic District study.	
	c) Add \$1,100 to Communications Maintenance Contracts based on new information from vendor.	
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Note: The order in which Agenda items are considered may be changed to assure that public hearings are started as close as possible to the scheduled time Page 2 of 3

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Evening Session 6:30 PM Held in the Main Meeting Room Berryville / Clarke County Government Center, 101 Chalmers Court, 2nd Floor, Berryville, Va		
18) Citizen's Comment Period		337
19) PH 12-01 TA-11-08B The Board of Supervisors will consider the recommendation of the Clarke County Planning Commission to amend the County Zoning Ordinance Section 3-E-4-e, Design Criteria for that portion of the Historic Access Corridor Overlay District outside of the boundaries of the Berryville Area Plan, so as to: encourage the retention of the architectural character of existing commercial structures in the overlay district; and more clearly re-state some of the Criteria.		339
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Recess and Reconvene at 7:00 pm in John H. Enders Social Hall, 9 South Buckmarsh Street, Berryville, VA 22611		
20) Cool Spring Battlefield Park Presentation by Paul Gilbert Northern Virginia Regional Park Authority		345
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Clarke County Board of Supervisors

Call To Order

Clarke County Board of Supervisors

Adoption of Agenda

Clarke County Board of Supervisors

Clarke County Public Schools School Board Update

Clarke County Board of Supervisors

Citizen Comment Period

Clarke**lwalburn@clarkecounty.gov**

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Clarke County Board of Supervisors Report - January/February 2012

From : Edwin Carter (VDOT) Mon, Feb 13, 2012 03:06 PM
Subject : Clarke County Board of Supervisors Report - January/February
2012
To : David Ash <dash@clarkecounty.gov>
Cc : Clifton M. Balderson (VDOT)

Dave, the following is VDOT's report for the February 21, 2012 Board of Supervisor's meeting. I plan to attend should there be any questions.

Maintenance:

Completed – Pipe replacement on Rt. 608 (Supervisor Weiss's concern); Pipe replacement on Rt. 621 in vicinity of the Casey farm; Performed brush cutting along Rt. 632 and 667; Conducted pothole repairs on various routes throughout the County;

Conducted grading operations on various non-hard surfaced roads and mobilized for some minor weather events.

Planned – Continue grading operations on the non-hard surfaced roads; Replace additional pipe on Rt. 621 and 622; Perform shoulder repairs on primary routes and conduct Boom Axe operations on various secondary routes.

Projects:

Rt. 636, Mosby Road – On schedule – Project was advertised and the bids are due in on February 22nd.

Rt. 604, Ebenezer Road (2nd phase Rural Rustic) – we will begin cutting brush and replacing pipes from the 1st phase out to Rt. 605 as weather permits.

Rt. 7, crossovers – project has been awarded and awaiting weather to begin.

Rt. 723 Bridge replacement – on schedule

Rt. 761 Bridge replacement – currently in survey and PE

Please let me know if there are any questions.

Ed

Edwin Z. Carter

Program Manager

VDOT-Edinburg Residency

CLARKE COUNTY BOARD OF SUPERVISORS
December 20, 2011 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 Main Meeting Room, 2nd Floor Berryville Clarke County Joint Government Center, 101 Chalmers Court, 2nd Floor, Berryville, Virginia on Tuesday, December 20, 2011.

Board Members Present

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

Board Members Absent

A.R. Dunning, Jr.

Staff Present

David Ash; Tom Judge; Jesse Russell; Alison Teetor; Lora B. Walburn

Tony Roper; Mike McWilliams; Alvin Feltner; Janine Rose; Travis Sumption

Others Present

Robina Rich Bouffault; Wayne Armbrust; David Juday; Val Van Meter; Brian Kaufman; Ed Leonard, and other citizens

1) Call to Order

Chairman Hobert called the meeting to order at 1:05 p.m.

2) Adoption of Agenda

- Add to Miscellaneous – Review of Draft Letter to Legislative Representatives

By consensus, the Board of Supervisors adopted the agenda as modified.

3) Presentation of the Accreditation Certificate to the Clarke County Sheriff's Office

Gary Dillon, program manager for the Virginia Department of Criminal Justice Services, appeared before the Board of Supervisors, to present to the Clarke County Sheriff's Office a certificate of accreditation from the Law Enforcement Professional Standards Commission. He advised that Sheriff Roper and his staff were voluntarily participating in the law enforcement accreditation program that consists of over 180 standards for an efficient and effective agency operation. He informed the Board that the Clarke County Sheriff's Office was one of 85 agencies, 51 other sheriff's offices, in the state to receive accreditation with more than 400 agencies that are eligible. He stated that the participating agencies must demonstrate that they are following established rules, regulations and policies; and while the initial accreditation is for a four-year term, there would be annual compliance reports in the interim.

Sheriff Roper commented that achieving accreditation was a very long process and that his staff had worked diligently toward this goal over the past three years. He commended his entire staff for their efforts. He commented that having an outside entity come in and review and compare it to the industry standards, to the state of the art, makes him feel that his office is providing the services that the citizens of Clarke County deserve and expect.

Chairman Hobert expressed appreciation to Sheriff and his staff commending him on the level of professionalism he has brought to Clarke County.

Supervisor Staelin requested a letter of appreciation be drafted and forwarded to all members of the Sheriff's Office.

4) Public Hearing PH 11-17

Public Hearing With Regard to Sale of Publicly-held Residential Real Estate Located at 2125 Blue Ridge Mountain Road Pursuant to §15.2-1800 of the Code of Virginia. The Clarke County Board of Supervisors proposes to sell residential real estate conveyed to the Board by the Shenandoah Area Agency on Aging, the proceeds of which are to be used for the exclusive benefit and use of the Clarke County Senior Center.

Chairman Hobert read the public hearing notice published for PH 11-17. At 1:30 pm, Chairman Hobert opened the public comment period of the public hearing. There being no persons present desiring to address the Supervisors on this matter the public comment portion of the public hearing was closed.

David Ash advised that a formal motion was not required.

Therefore, being no comment or question, by consensus the Board of Supervisors acknowledged that a public hearing was conducted and no objections had been raised.

5) Public Hearing PH 11-18 CC-11-05

Chapter 120 § 120-6. Exempt sounds. Item c) Amendment of the Clarke County Code to recognize that as work is sometimes done on public roads during the night and/or weekends in order to do the work when there is less traffic, to minimize the disruption to the public, to expedite the work, and/or for other reasons of public convenience and/or safety therefore amend as follows: § 120-6. Exempt sounds. c) Construction, demolition and/or maintenance activities. Sounds generated from construction, demolition and/or maintenance activities between 7:00 a.m. and 10:00 p.m., except that the aforesaid time limitations shall not apply to the construction or maintenance of public roads.

Chairman Hobert read the public hearing notice published for PH 11-18. At 1:32 pm, Chairman Hobert opened the public comment period of the public hearing. There being no persons present desiring to address the Supervisors on this matter the public comment portion of the public hearing was closed.

Supervisor Staelin clarified that this amendment was requested to accommodate construction of the high school access road.

Ed Carter, VDOT, provided the following comments:

- VDOT does anticipate evening and night operations – specifically night hours when most residents are home.
- VDOT does not anticipate pounding or blasting rock in the late night/early morning hours.
- Paving on Route 7 may occur during late evening/early morning hours.
- VDOT will be sensitive to the potential disruption.

Chairman Hobert asked that VDOT not abuse the broadness of the policy.

Supervisor Byrd moved to approve amendment CC-11-05 as presented. The motion carried by the following vote:

J. Michael Hobert, Chair	- Aye
David S. Weiss, Vice Chair	- Aye
Barbara J. Byrd	- Aye
A.R. Dunning, Jr.	- Absent
John R. Staelin	- Aye

§ 120-6. Exempt sounds.

The following sounds shall not be prohibited by this article:

- a) **Emergency operations.** Sound generated in the performance of emergency operations including, but not limited to, audible signal devices, which are employed as warning or alarm signals in case of fire, collision or

imminent danger.

- b) **Silvicultural or agricultural activities.** Sounds generated during lawfully permitted bona fide silvicultural or agricultural activities including, but not limited to, logging activities and sounds caused by livestock.
- c) **Construction, demolition and/or maintenance activities.** Sounds generated from construction, demolition and/or maintenance activities between 7:00 a.m. and 10:00 p.m., *except that the aforesaid time limitations shall not apply to the construction or maintenance of public roads.*
- d) **Transient sounds from transportation.** Transient sounds generated by land or air-based transportation including, but not limited to, public and private airports (except as otherwise regulated), aircraft, railroads and other means of public transit.
- e) **School athletic contests or practices, and other school activities.** Sounds generated from school athletic contests or practices, and other school activities, but only if conditions are imposed which regulate the generation of sound including, but not limited to, conditions regulating the hours of the activity and the amplification of sound.
- f) **Parades, fireworks and similar officially sanctioned events.** Sounds generated from parades, fireworks or other similar events, which are officially sanctioned, if required. This exemption shall not apply to private fireworks displays.
- g) **Yard maintenance activities.** Sounds generated from routine yard maintenance activities including, but not limited to, mowing, trimming, clipping, leaf blowing and snow blowing.
- h) **Public facilities.** Sounds generated from the operation of a public facility or public use, including events at the Clarke County Ruritan Grounds between 7:00 a.m. and 10:00 p.m.
- i) **Warning devices.** Sounds generated by a horn or

warning device of a vehicle when used as a warning device, including back-up alarms for trucks and other equipment.

- j) **Bells or chimes.** Sounds generated by bells or chimes.
- k) **Firearms.** Sounds generated from the lawful discharge of a firearm for the purposes of hunting, protection, local law enforcement exercises and lawfully permitted sport shooting ranges (as defined in Va. Code Section 15.2-917)
- l) **Protected expression.** Any other lawful activity, which constitutes protected expression pursuant to the First Amendment of the United States Constitution, but not amplified expression.

State law reference—Va. Code § 15.2-1200.

6) FY 2011 Financial Report by Robinson Farmer Cox

Tom Judge introduced Matt McLaurin, Robinson Farmer Cox, lead auditor, who presented the audit results. Mr. McLaurin distributed a hard copy of the financial Report. Highlights of this review include:

- Review of Independent Auditor's Report.
- Review if OMB81 Compliance Opinion.
- Audit is compiled at the request and for the use of the Board of Supervisors and management of County of Clarke and the report is to the governing body not to county citizens. While this is standard industry language, Robinson Farmer Cox can investigate changes as suggested by Chairman Hobert.
- Review of total net assets as of June 2011
- Review of changes in net assets that were affected by capitalization of construction costs.
- Review of fund balance and liability
- Review of statement of changes in fund balance
- General fund budgeted and actual variance with final budget less by approx. 1.1 million
- \$3.6MM of the \$5.1MM shown are pay as you go funds designated school construction that will be paid out at the end of the elementary school renovation projects.

- Trend Analysis should be available in January. Chairman Hobert asked that Tom Judge be contacted for a list of communities and requested that they use the same small, rural localities as last year.

Chairman Hobert thanked Mr. McLaurin and Tom Judge for their efforts,

7) Clarke County Public Schools Update

Mike Murphy, Superintendent Clarke County Public Schools, was not present for the monthly update from the Schools; therefore, Robina Rich Bouffault provided a brief update.

- December is bullying prevention month. A program on this issue is available to all teachers.
- Choir won state award and are going to New York in May to represent Virginia
- Last School Board meeting of the year was held on December 19.
- School Board Chair Barbara Lee was able to attend the December 19 meeting and gave a report on the VSB Board meeting.
- 15 firms have applied for construction manager RFP and staff will be reviewing preliminary qualifications of firms and will present three to five of firms to the School Board for follow up.
- VDOE met with Griff Carmichael and Dr. Murphy prior to a two-hour tour through all three facilities [current high school, Cooley and Primary].
- VDOE has not presented findings on Cooley and Primary.
- Supervisor Staelin commented on recent emails regarding school renovations and student populations. He stated that the past school board maintained that the plan to place elementary students in the existing high school subject to facility renovations there and at the Cooley campus was a perfect plan. He opined that in light of these assertions over the years the community would not accept trailers at Cooley due to overcrowding after renovations were complete. Vice Chairman Weiss expressed his support. Robina Rich Bouffault concurred.

Robina Rich Bouffault, White Post Member - Clarke County School Board New High School:

- Substantial completions is still on schedule for January 23.
- Final completion is scheduled for March 2012.
- Shockey has developed its construction punch list and is developing a combined list with Crabtree.
- Terrazzo flooring is almost complete and should last at least 50 years.

- Project contingency was used redig and remodel the concrete box for the utility trench on Main Street at a cost of \$60,729.
- Project contingency is currently \$629,324 contingency available;
- Some small change orders are in process.
- No major construction issues at this juncture.
- Legal fees available funds are \$7,000.
- FFE is budgeted at \$2.5 MM and procurements have begun but will not be finalized until the end of April when installation can begin after Shockey turns over the building.
- FFE includes electronics such as smart boards, security cameras, phone system, alert access to the Sheriff's office, etc.
- \$100,000 in contingency for irrigation and two water cannons for playing fields. The water will come from the Greenhouse well that has a yield of 120 gallons a minute.
- \$60,000 is set aside for the transfer/move from the old school to the new school.

Chairman Hobert thanked outgoing School Board White Post Representative Robina Rich Bouffault for her dedicated service.

8) VDOT

Edwin Carter, Program Manager, and Cliff Balderson, Residency Maintenance Administrator, and Charlie Monroe, appeared before the Supervisors to provide the monthly update.

- Maintenance:
 - o The new box culvert that was placed on Route 604 has now been paved over.
 - o As weather permits, will begin preparation for extension of the Rural Rustic concept along the same route.
 - o Completed the secondary mowing and approximately 45% of the grading of non-hard surfaced roads.
 - o Grading operations will continue as weather permits.
 - o Still cleaning up of limbs and brush from the October snow storm. About 50% complete and will continue in the upcoming month.
 - o Cutting additional brush with the Boom Ax in the upcoming month.
 - o Repaired a sink hole on Route 50 in the median just prior to the river bridge.
 - o The new salt storage shed at Camp 7 is 95% complete and will be 100% complete shortly.

- Plan to install pipes on Routes 608 and 621 as soon as the environmental permits clear.
 - Removing animal carcasses continues to be a chore. Since October 1st. have picked up 182 deer and 3 bear.
 - The Route 761 (Old Charlestown Road) bridge has been closed this week for temporary repairs. The bottom underneath one of the piers was washed out. Will be pumping concrete into the void to stabilize until the bridge is replaced. Expect to have it back open in two weeks barring anything unforeseen.
- Projects:
- Route 636 – Mosby Road – On schedule. Next milestone will be the January 2012 advertisement.
 - Route 723 – Bridge replacement – On schedule
 - Route 7 – Crossovers – On schedule
 - Route 604 – Ebenezer Road – complete except for the surface treatment from Route 707 to the new bow. That will be done in the spring after the fall leaves have cleared the surface.
- Supervisor Comments:
- Supervisor Byrd –
 - Crims Curve – VDOT did a good job of cleaning out; however, her constituents are requesting that the trees be chopped at fence level. Mr. Monroe stated that the trees in question were on private property requiring a completed right of entry form that he offered to provide to Supervisor Byrd, who stated she would give the form to the land owner.
 - Battlefield Estates – constituents are complaining about speeders that have almost hit people, particularly children. There have also been complaints about speeding construction trucks and they are requesting consideration of a 4-way or 3-way stop at Jackson to slow traffic.
 - Mosby and 340 stop light – timing mechanism going north on 340 needs to be revisited. Mr. Carter stated that he would review the report from a previous study.
 - VDOT performed grading on Route 644.
 - Route 7 crossovers – bid is in, the low bidder has been identified and VDOT is waiting on notice to proceed.
 - Supervisor Weiss –
 - Route 608 turn – Charlie Monroe assured that signs can be placed at the turn during heavy rain events.

- Supervisor Hobert –
 - Mr. Carter assured that the issue regarding responsibility for lights on the new Mosby Boulevard had been resolved.

9) Adopt Resolution Of The Board Of Supervisors Of Clarke County Concurring With A Financing Undertaken By The Industrial Development Authority Of Clarke County, Virginia, To Benefit Shenandoah University 2011-20R – Draft Included in Packet

Jesse Russell advised that representatives from Shenandoah University were in attendance accompanied by bond counsel. He provided a brief summary of the proposed development, the involvement of the Clarke County Industrial Development Authority and the requested action before the Board.

Chairman Hobert welcomed Dick Shickle, Shenandoah University finance officer, and expressed the Board’s pleasure in supporting the University’s expansion efforts.

Chris Kulp, bond counsel Hunton & Williams, stated that Mr. Russell summed up well the matter with his explanation of the need for the bond and the action required by state and federal tax law. He expressed appreciate on behalf of Shenandoah University for the Board’s consideration of this matter.

David Juday, Chair – Clarke County Industrial Development Authority, informed the Supervisors that bond counsel had advised him this morning that all documents were in order.

Chairman Hobert extended the Board’s appreciation to the members of the Clarke County Industrial Development Authority, as well as Jesse Russell.

Supervisor Staelin moved to approve resolution 2011-20R as requested. The motion carried by the following vote:

J. Michael Hobert, Chair	- Aye
David S. Weiss, Vice Chair	- Aye
Barbara J. Byrd	- Aye
A.R. Dunning, Jr.	- Absent
John R. Staelin	- Aye

**Resolution Of The Board Of Supervisors Of Clarke County Concurring With A Financing Undertaken By The Industrial Development Authority Of Clarke County, Virginia, To Benefit Shenandoah University
2011-20R**

WHEREAS, the Industrial Development Authority of Clarke County, Virginia (the "Authority"), on December 8, 2011, adopted a resolution (the "Authority Resolution") authorizing the issuance

and sale of its Educational Facilities Revenue Bonds, Series 2011, in a principal amount not to exceed \$8,000,000 (the "Bonds"), for the benefit of Shenandoah University, a not-for-profit Virginia non-stock corporation (the "University"), to finance the costs of:

- (1) acquiring from a University-related entity an existing hotel site known as the Quality Inn Winchester, located within Frederick County, Virginia at 1017 Millwood Pike, Winchester, Virginia 22602 (the "Hotel Property"), and constructing, renovating and equipping improvements to the Hotel Property for student housing and other University purposes,
- (2) acquiring, constructing and equipping one or more capital improvements to the University facilities located on the portion of the University's main campus in the City of Winchester, Virginia, including without limitation,
 - (a) a new residence hall of approximately 10,000 square feet to 150,000 square feet,
 - (b) a new health sciences building of approximately 30,000 square feet to 100,000 square feet,
 - (c) a new parking garage of approximately 100 to 500 parking spaces and
 - (d) perimeter boundary & landscaping, and
- (3) funding certain working capital and issuance expenses incurred in connection with the issuance of such bonds (collectively, the "Project"); and

WHEREAS, Section 147(f) of the Internal Revenue Code of 1986, as amended (the "Internal Revenue Code") and Section 15.2-4906 of the Code of Virginia of 1950, as amended (the "Virginia Code"), require that the governmental unit having jurisdiction over the area in which any facility financed with the proceeds of the Bonds is located approve the issuance of such Bonds;

WHEREAS, Section 147(f) of the Internal Revenue Code requires that any such approval by the applicable governmental unit be given after a public hearing following reasonable public notice, which hearing may be held by the public authority issuing the Bonds;

WHEREAS, on December 8, 2011, in accordance with the requirements of Section 147(f) of the Internal Revenue Code and Section 15.2-4906 of the Virginia Code, the Authority held a public hearing and adopted the Authority Resolution approving the issuance of the Bonds;

WHEREAS, the University has requested the Board of Supervisors of Clarke County, Virginia (the "Board"), to approve the issuance of the Bonds to comply with Section 147(f) of the Internal Revenue Code and to concur in the Authority Resolution to comply with Section 15.2-4906 of the Virginia Code; and

WHEREAS, a copy of the Authority Resolution, a record of the public hearing and a fiscal impact statement with respect to the issuance of the Bonds have been filed with the Board;

BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF CLARKE COUNTY, VIRGINIA:

1. The Board of Supervisors hereby approves the issuance of the Bonds by the Authority for the benefit of the University, as required by Section 147(f) of the Internal Revenue Code,

and concurs with the Authority Resolution adopted by the Authority for the benefit of the University to the extent required by Section 15.2-4906 of the Virginia Code.

- 2. The County having not previously issued in calendar year 2011 any tax-exempt obligations (not including "private activity bonds" other than "qualified 501C(c)(3) bonds." As those terms are defined in the Code). which are required to be aggregated with obligations issued by the Authority for purposes of Section 265(b)(3)(B) of the Code. and the County and all its subordinate issuing entities or authorities (including the Authority) not reasonably expecting to issue in calendar year 2011 any other such obligations that when aggregated with the Bonds will be in excess of \$10,000,000. The County hereby concurs with the Authority's intention to designate the Bonds as "qualified tax-exempt obligations" under Section 265(b)(3)(B) of the Code.
- 3. The approval of the issuance of the Bonds does not constitute an endorsement of the Bonds or the creditworthiness of the University. As required by Section 15.2-4909 of the Virginia Code, the Bonds shall provide that the County will have no obligation to pay the Bonds or the interest thereon or other costs incident thereto.
- 4. All acts and doings of the officers of the County and the Board of Supervisors that are in conformity with the purposes and intent of this resolution shall be, and the same hereby are, in all respects approved and confirmed.
- 5. This resolution shall take effect immediately.

Adopted this 20th day of December 2011.

Attest:

J. Michael Hobert, Chair

10) Citizens Comment Period

No citizens appeared to address the Supervisors.

11) Approval of Minutes

Supervisor Byrd requested:

- Page 837 Revise first paragraph to read: Supervisor Byrd opined that it was very important that every Board member have the right information so they could arrive at the right answer without speculation. She requested that the information be reviewed by the Building Committee and findings brought before the Board.

Supervisor Byrd moved to approve the November 20, 2011 Regular Meeting minutes as amended. The motion carried by the following vote:

J. Michael Hobert, Chair - Aye

David S. Weiss, Vice Chair	- Aye
Barbara J. Byrd	- Aye
A.R. Dunning, Jr.	- Absent
John R. Staelin	- Aye

12) Set Public Hearing TA-11-08B Design Criteria for that portion of the Historic Access Corridor Overlay District outside of the boundaries of the Berryville Area Plan

Jesse Russell appeared before the Supervisors to review the proposed changes in TA-11-08B. Jesse Russell explained that to keep historic continuity the objective was to ensure that additions or modifications looked similar in era to the original dwelling.

Supervisor Byrd asked numerous questions opining that the proposed text amendment was unclear.

Supervisor Staelin and Chairman Hobert also noted that some of the points were unclear and suggested some wording changes.

Following discussion, the Board agreed to the following:

- Further clarification was needed before setting the matter for public hearing.
- Individual Supervisors to provide Jesse Russell with those sections they found unclear.
- Mr. Russell to review sections with Maral Kalbian for clarification.
- Mr. Russell to provide a map showing the historic corridor overlay district
- Mr. Russell to provide a statement indicating whether the text amendment applied to new construction on high way commercial or just villages.

13) Board of Supervisors Work Session Items

1. Clarke County Board of Supervisors Administration of Oath of Office. Action: Oath administered at the 12/12/2011 Work Session by the Honorable Helen Butts, Circuit Court Clerk.
 - 1 (a) Resolution in Appreciation of Service A.R. "Pete" Dunning, Jr. White Post District Supervisor. Action: Adopted and presented during the December 12, 2011 Work Session.
2. Recreation Center Additions Bid Award. Action: Adopted at the December 12, 2011 Work Session the proposed resolution as amended.

3. Status Update IDA Bond Issue. Action: See Agenda Item 9.
4. Posting of Clarke County Code 1997 as amended in PDF Format to Clarke County Website. Action: Adopt Resolution *“Be it resolved that the Clarke County Board of Supervisors authorizes the posting of the Clarke County Code of 1997 as amended in pdf format on the Clarke County website with the inclusion of the following editorial note and further authorizes the County Administrator to make any necessary non-substantive revisions to facilitate this posting.”* Action: Adopted at the December 12, 2011 Work Session the resolution as presented.
5. Closed Session Pursuant to §2.2-3711-A3 Acquisition or Sale of Property. Action: No action taken following Closed Session held at the December 12, 2011 Work Session.

14) Joint Administrative Services Update

Tom Judge, Director Joint Administrative Services, appeared before the Supervisors to update them on activities of the Joint Administrative Services Board. Highlights include:

- The Joint Administrative Services Board bylaws call for a formal update to representative board to keep them apprised of JAS discussions.
- Over last 12 months, the main focus of the JAS Board has been on exploration of an enterprise-wide computer system generated by the need of the Treasurers' Office for a new system.
- County-wide IT governance:
 - Cooperative IT projects include: building security system; IT infrastructure – fiber optic and switches; common telephone standard; been cooperative efforts.
 - IT governance includes formal recognition of IT purchases and coordination to maximize pricing, compatibility and system efficiency.
 - The Joint Administrative Services Memorandum of Agreement between the School Board and the County originally established the responsibility of IT governance with Joint Administrative Services since most of the systems automation was in the Finance department and did not foresee the county-wide impact. Included in the Board packet is a proposed update to the MOA that clarifies the IT governance role that is needed prior to implementation of an ERP.
 - Written statements from constitutional office accepting the governance structure are deemed necessary.
 - Advice on ERP implementation is to go slow.
- Preliminary findings indicate inconsistent processes and duplicate data between departments.
- Determining business practices in the analysis stage could lead to greater efficiencies in business procedures and operations.

Board of Supervisors Meeting Minutes For December 20, 2011 – Regular Meeting

- Governor's budget:
 - Received today.
 - Funding for constitutional offices is very flat.
 - The budget calls for a 3% bonus to state employees if it can be demonstrated that certain savings goals have been achieved.
 - Quadrupling cost of life insurance benefit and requiring employee to pay a portion.
 - A 10% increase in health insurance is the figure being used for budgeting purposes until the actual increase is established.
 - School budget is in process of development.
 - Supervisor Byrd noted that the Houck / Staelin Financial Report does not reflect a \$2MM cut in school funding as reported at the previous evening's School Board meeting. It was noted that while funding is down it is not a cut but an adjustment reflecting the decline in student enrollment.

15) Government Projects Update

Highlights of the monthly project update provided by David Ash included:

- Circuit Courthouse:
 - RDA project is complete.
 - Installation and acceptance of sound continuation panel is complete – recut, reassembled and reupholstered inside of the court room; and the Circuit Court judge has accepted the fix.
 - Mike Legge is working to wrap up the project.
- Berryville Clarke County Government Center:
 - Continue to monitor temperatures and variations.
 - Have not received reimbursement for upfront monies from architect.
 - Continue to log temperatures and humidity and provide to contractor.
- Senior Center / Active Living Center :
 - Completing contract work with architectural firm.
 - Gas company has not yet solidified its position on the gas line location.
- Planning Director Position:
 - Sent a letter of acknowledgement to all applicants informing them of our hope to schedule interviews in January.
- Convenience Center:

- Preparing erosion and sediment control plan.
- Siting on 8-acre parcel.
- Option was for a smaller site located within the larger parcel – attempting to take advantage of the terrain.
- Confirming measurements are consistent with newer equipment requirements.
- Need a cost estimate for budget consideration by January 2012 Board meeting.

16) Miscellaneous Items

Chairman Hobert informed the members of a letter that David Ash, John Staelin and he had drafted as a follow up to items discussed during the December 14 Legislative Luncheon. He advised that without objection from the Board the letter would be forwarded to the County's legislative representatives.

Supervisor Byrd expressed disappointment that the only members of the press attending the Legislative Luncheon had been from the local television station.

Supervisor Weiss noted that the Governor's preliminary budget that provides a salary increase for state employees; and will he did not object to the increase, he wished to raise the issue as a reference point.

With no objections expressed, by consensus the Board approved the following letter:

Senator Vogel/Delegate May/Delegate Minchew:

Attached is the document we referenced during our December 14, 2011 gathering when discussing our concern about the General Assembly's reluctance to consider tax rate increases needed to fund your programs and priorities.

The last line of the attached report summarizes the reductions Clarke County has seen in State funding. It adjusts for changes in school enrollment so it is truly an "apples to apples" comparison that accurately portrays the impact of reduced funding from the Commonwealth. The report shows that State support has fallen by up to as much as \$1,000,000 a year. Given that Clarke County's Real Estate tax rate brings in \$225,000 in additional revenue with each penny added to the rate, those losses equal a 6.5% increase in local taxes here in Clarke.

Certainly, every member of the Clarke County Board of Supervisors understands the need to spend money wisely. However, my Board gets irritated when the General Assembly goes around bragging that it has not raised taxes when in fact, it is simply shifting the increases to the localities.

In addition, it must be recognized that as localities cannot tax income we are forced to rely on the regressive real estate tax system. Retired seniors and those who have seen their jobs disappear in this economy are struggling to keep the homes that it has taken them a lifetime to acquire. A

higher real estate tax rate just adds to the pressure these people face to sell their homes. Burdening those with limited ability to pay drags down housing values and decreases the spending ability of those who can least afford it. That is not just unfair; it is also counter-productive to the State's efforts to stabilize home values and increase income and jobs.

Clarke's citizens have not yet experienced the entire impact of this state caused tax increase, but they will soon. County employees have gone without a pay increase for four years. Funding for local and regional organizations has been frozen and new programs and capital projects have been deferred, all because the revenues that once funded those items are now being used to offset the reductions in revenue that once came in from the Commonwealth.

All of this must change if local governments are to remain effective and responsive to local needs. We cannot continue to fill in the funding holes created by the Commonwealth's cost shifting, additional unfunded mandates and diversion of local revenue streams. We ask that you restore past cuts and give localities more flexibility in our taxing authority.

*Sincerely,
J. Michael Hobert, Chair*

17) Summary Of Required Action

<u>Item</u>	<u>Description</u>	<u>Responsibility</u>
1.	Draft letter of appreciation and forward to all members of the Sheriff's Office.	David Ash
2.	Update Code of Clarke County with CC-11-05.	Lora B. Walburn
3.	Process Resolution 2011-20R.	Lora B. Walburn
4.	Amend and process November 2011 minutes.	Lora B. Walburn
5.	Provide Jesse Russell with questions on TA-11-08B.	Supervisors
6.	Review questions provided on TA-11-08B with Maral Kalbian.	Jesse Russell
7.	Provide historic district overlay map.	Jesse Russell
8.	Clarify areas affected by TA-11-08B.	Jesse Russell
9.	Solicit and provide a cost estimate for the convenience center for review at the January Board meeting.	David Ash
10.	Complete and forward letter to legislative representatives.	David Ash

18) Board Member Committee Status Reports

Supervisor Barbara Byrd

- Interviews are being conducted for the position of executive director for The Barns at Rose Hill.
- The Barns has a tremendous programs committee that working diligently on scheduling events.
- Juvenile Detention Board will be sending back money to localities.

Supervisor John Staelin

- Mr. Staelin thanked all the members of the Industrial Development Authority for their efforts on the Shenandoah University bond issue.
- The Economic Development Advisory Committee has scheduled final review of the new tourism brochure in January.
- The tourism section of the County website has been updated and modified.

Vice Chairman David Weiss

- The Conservation Easement Authority continues to have more applications than money.

Chairman J. Michael Hobert

- Lisa Cooke, Parks and Recreation Director, and members of the Parks & Recreation Board met at the Kohn property with neighboring property owners to garner ideas on park use of the property.
- The Kohn property was formerly owned by Daniel Morgan, renowned American pioneer, soldier, and United States Representative from Virginia.

19) Closed Session

The Supervisors did not convene to Closed Session during the December 20, 2011 regular meeting.

20) Adjournment

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

Next Regular Meeting Date

The organizational meeting shall be conducted in conjunction with the Work Session scheduled for Monday, January 9, 2012.

The next regular meeting of the Board of Supervisors is set for Tuesday, January 17, 2012 at 1:00 p.m. in the Main Meeting Room, 101 Chalmers Court, 2nd Floor, Berryville, Virginia.

ATTEST: December 20, 2011

J. Michael Hobert, Chair

David L. Ash, County Administrator

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

CLARKE COUNTY BOARD OF SUPERVISORS
January 17, 2012 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 Main Meeting Room, 2nd Floor Berryville Clarke County Joint Government Center, 101 Chalmers Court, 2nd Floor, Berryville, Virginia on Tuesday, January 17, 2012.

Board Members Present

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

Board Members Absent

None

Staff Present

David Ash; Tom Judge; Jesse Russell; Alison Teetor; Lora B. Walburn

Others Present

Robina Rich Bouffault; Val Van Meter; Brian Kaufman; Ed Leonard, and other citizens

1) Call to Order

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

2) Adoption of Agenda

By consensus, the Board of Supervisors adopted the agenda as presented.

3) Clarke County Public Schools Update

Mike Murphy, Superintendent Clarke County Public Schools, did not appear before the Supervisors to provide the monthly School update.

Robina Rich Bouffault, Authorized Owner's Representative Clarke County School Board New High School Construction, provided the monthly update. Highlights include:

- Distributed a report titled New High School Construction Report Robina Rich Bouffault January 17th, 2012.

NEW HIGH SCHOOL CONSTRUCTION REPORT

Robina Rich Bouffault- January 17th, 2012

Completion of the interior equipment installation continues on schedule, and the construction schedule is currently estimated at 97% complete. I have attached to this report the items currently in progress as prepared by our project managers Gannett-Fleming.

1. Substantial Completion

- Substantial Completion is still scheduled for January 23^d. Certification of substantial completion is dependent upon a number of steps:
- The contractor Shockey communicates with our project managers Gannett-Fleming to provide a comprehensive list of items to be completed or corrected prior to final payment.
- This list is communicated to our architects Crabtree, Rohrbaugh, who must make and inspection and confirm that all items necessary to issue a certificate of substantial completion have been done, or if not, will establish in agreement with our project managers, a list of items to be attached to the certificate.
- All of the above steps are currently in progress, and the list of outstanding items to be attached to the certificate of substantial completion is being finalized this week.

2. Certificate of Occupancy

I have spoken at length with the Building Inspector Gary Pope, and a TEMPORARY Certificate of Occupancy will be issued at the same time as the Certificate of Substantial Completion. This temporary certificate will be conditional upon a number of items being satisfactorily completed and approved by the building inspector, as well as our architects and project managers, prior to issuance of the final certificate of occupancy, including:

- All testing and balancing certificates required by law,
- The completion of all commissioning inspections to the satisfaction of our commissioning agents and project managers.

3. Final Completion and Final Payment

- Final Completion is still scheduled for March 23^d, 2012.
- There will be one exception to this, which is the lack of suitable grass coverage of the entire site, given that wet weather delayed the seeding schedule in certain areas.

Shockey has already advised that they will be provided a bond to cover this lack, and recognize that they are responsible for any re-seeding necessary in the spring.

- Shockey will give our project managers notice that the work has been completed (including the list attached to the certificate of substantial completion) and that a number of steps specified have also been completed.
- After inspection, and when all items outlined above have been finalized to the satisfaction of the building inspector, our project managers and our architects, a Certificate of Final Completion shall be issued together with a final Certificate of Occupancy.
- Final Payment and release of the 5% retention are to be made within 30 days of that date.

4. The Budget

You will find attached [*Note: see January 17, 2012 packet material*] the status of the project budget as of end-December, 2011.

As you can see, there is almost \$630,000 remaining in the contingency, and the outstanding estimates, especially for the water cannon, irrigation and moving expenses, are more than adequate, and should have something left over to add to the amount that can be rolled over into the renovations.

One of the teachers has been given a stipend to work on the move from the current to the new high school, and this will also hopefully result in a decrease in moving expenses.

All going well, this project should be finalized by June-July, and continue to be under budget.

5. Ribbon-Cutting Ceremony

The official ribbon-cutting ceremony is to be held at the new high school on:

SATURDAY, APRIL 28th, 2012 at 11 A.M.

A guided tour will be done after the ceremony.

All are invited.

- No problems at this point. Of note, there is a mechanic's lien against toilet partitions that were outside specification. These partitions were ordered from another supplier.
- \$629,324 still remains in contingency funds.
- \$7,000 remains in legal fees that may be used for further legal work on Mosby Boulevard project.

- \$2.5MM budgeted for FFE – purchasing has just started for this line item.
- Supervisor Byrd, Board of Supervisors liaison to the Clarke County School Board, asked questions regarding the \$7.2MM budgeted for school renovations. Mrs. Bouffault provided the following responses to her queries:
 - Actual budgeted renovation funds are \$6,569,626 – the \$7.2MM includes high school construction contingency.
 - The AOR is to be selected by the School Board at their meeting this evening.
 - The AOR will work with the remaining money for school renovations that will include the contingency funds.
 - Last month, Dr. Murphy advised that VDOE had promised a space report that should be available at the School Board meeting this evening.

4) VDOT

Due to a scheduling conflict, representatives for Virginia Department of Transportation were unable to attend. Via telephone, Edwin Carter, VDOT Program Manager, expressed his regret and extended an offer to respond to Supervisors' questions in the interim.

- Supervisor Comments:
 - Supervisor Weiss –
 - He will contact Mr. Carter regarding road issues in his district.
 - Supervisor McKay
 - He will contact Mr. Carter regarding trash on Route 522.

5) Citizens Comment Period

No citizens appeared to address the Supervisors.

6) Consent Agenda

- A. Virginia Airborne Search & Rescue Squad Virginia OEMS License No. 1298 and the County of Clarke, Virginia Memorandum of Understanding

Virginia Airborne Search & Rescue Squad
Virginia OEMS License No. 1298
And the County of Clarke, Virginia
Memorandum of Understanding

This Memorandum of Understanding dated December 7, 2011 between Virginia Airborne Search & Rescue Squad, Inc, a 501c3 non-profit state licensed rescue squad-OEMS Lie. 1298 hereinafter referred to as VASARS and Clarke County hereinafter referred to as "County"

VASARS agrees to provide on call 24/7 airborne helicopter support and/or airborne command vehicle(s), as available, free of charge. County will provide radio communications to VASARS. VASARS is a 501c3 non-profit rescue squad licensed by the Commonwealth of Virginia, Office of EMS as a non-transport BLS emergency response rescue squad. VASARS services are primarily airborne search & rescue support, aerial observation, aerial command, team insertion, disaster/storm response-evaluation, aircraft SAR, law enforcement airborne support and fire/EMS airborne support and homeland security airborne support. Other non-emergency use is available upon request.

It is agreed by VASARS and the County that VASARS will have access to airspace [per FAA Regulations] and that the County will endeavor to obtain landing areas / property for VASARS, as necessary, while responding to County requests.

VASARS shall be responsible for all airborne operations costs when called upon or dispatched by the County. Although VASARS is a non-profit and offers free services, we encourage grants by users to support our program, as it is 100% funded with grants/donations. There are no obligations.

VASARS does not guarantee service with this agreement and both parties understand that airborne support is available "as available" and weather / conditions permitting. Any VASARS pilot or crewmember can scrub or cancel a response for safety concerns without risk of any liability for non-response or assistance. All agree that safety is our number one priority. All VASARS operations shall be in with FAA regulations and OEMS regulations as they are applicable.

The County will use VASAR's 24/7 dispatch center [866-246-9552] when emergency response is needed for airborne support and shall advise its dispatch centers / supervisors of such.

In providing any services in Clarke County, VASARS is not acting as an employee, contractor, or agent of the County, and VASARS will have sole control of the manner in which it conducts any requested operations in Clarke County. VASARS hereby agrees to indemnify and hold harmless the County from any liability for injuries, death, or damages resulting from any VASARS operations in Clarke County.

This MOU will continue in effect until changed or cancelled by either party at any time with written notice. There is no contractual agreement by this MOU and this MOU is a written understanding outlining the free airborne services of VASARS and neither party has any obligation for contractual services of any type, except as may be otherwise provided in the preceding paragraph.

VASARS is a licensed EMS rescue squad/public service agency. Agreed by:

Virginia Airborne Search & Rescue Squad

By: _____
Kevin C. Rychlik, Chief

Date: _____

The County of Clarke, Virginia

By: _____
David Ash, County Administrator

Date: _____

B. 2012 Board of Supervisor Appointments

Northwestern Regional Jail Authority	David L.	Ash	County Administrator
Regional Airport Authority	David L.	Ash	County Administrator
Joint Committee of the Joint Government Center	David	Ash	BOS - Appointed Member
Joint Administrative Services Board	David L.	Ash	County Administrator
Clarke County Planning Commission	Barbara J.	Byrd	BOS- Alternate
Clarke County School Board	Barbara J.	Byrd	BOS - Liaison
Board of Supervisors Personnel Committee	Barbara J.	Byrd	BOS - Appointed Member
Clarke County Library Advisory Board	Barbara J.	Byrd	BOS - Liaison
The Barn Projects	Barbara J.	Byrd	BOS - Liaison
Board of Social Services	Barbara J.	Byrd	BOS - Appointed Member
Northwestern Regional Juvenile Detention Center Commission	Barbara J.	Byrd	BOS - Liaison
Northwestern Regional Jail Authority	Barbara J.	Byrd	BOS Liaison - Alternate
Clarke County Humane Foundation	Barbara J.	Byrd	BOS - Liaison
Board of Supervisors Finance Committee	Barbara J.	Byrd	BOS - Alternate
Towns and Villages: Berryville	Barbara J.	Byrd	BOS - Liaison
Board of Supervisors Personnel Committee	J. Michael	Hobert	BOS - Appointed Member
Parks & Recreation Advisory Board	J. Michael	Hobert	BOS - Liaison

Board of Supervisors	J. Michael	Hobert	Chair
Legislative Liaison and High Growth Coalition	J. Michael	Hobert	BOS - Liaison
Joint Administrative Services Board	J. Michael	Hobert	BOS - Appointed Member
Towns and Villages: Berryville	J. Michael	Hobert	BOS - Liaison - Alternate
Board of Supervisors Finance Committee	J. Michael	Hobert	BOS - Appointed Member
Emergency Services	J. Michael	Hobert	BOS - Liaison
Board of Supervisors Personnel Committee	Beverly	McKay	BOS - Alternate
Towns and Villages: Boyce	Beverly	McKay	BOS - Liaison
Board of Supervisors Finance Committee	Beverly	McKay	BOS - Alternate
Northern Shenandoah Valley Regional Commission	Beverly	McKay	BOS - Appointed Member
Water Resources Policy Committee	Beverly	McKay	BOS - Alternate
Housing and Community Services Board	Beverly	McKay	BOS - Appointed Member
Building and Grounds	Beverly	McKay	BOS - Alternate
Northern Shenandoah Valley Regional Commission	County	Planning Director	Citizen Representative
Northern Shenandoah Valley Regional Commission	John	Staelin	BOS - Alternate
Towns and Villages: Millwood	John	Staelin	BOS - Liaison
Board of Supervisors Finance Committee	John	Staelin	BOS - Appointed Member
Clarke County Planning Commission	John	Staelin	BOS – Appointed Member
Towns and Villages: Pine Grove	John	Staelin	BOS - Liaison
Economic Development Advisory Committee	John	Staelin	BOS - Appointed Member
Towns and Villages: Boyce	John	Staelin	BOS - Alternate
Clarke County Litter Committee	John	Staelin	BOS - Liaison

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Clarke County Industrial Development Authority	John	Staelin	BOS - Liaison
Water Resources Policy Committee	John	Staelin	BOS - Appointed Member
Board of Well & Septic Appeals	John	Staelin	BOS - Appointed Member
Conservation Easement Authority	David	Weiss	BOS - Appointed Member
Board of Supervisors Personnel Committee	David	Weiss	BOS - Alternate
Towns and Villages: Pine Grove	David	Weiss	BOS - Liaison
Clarke County Agricultural Advisory Committee	David	Weiss	BOS - Appointed Member
Regional Airport Authority	David	Weiss	BOS - Liaison
Joint Administrative Services Board	David	Weiss	BOS - Alternate
Joint Committee of the Joint Government Center	David	Weiss	BOS - Appointed Member
Building and Grounds	David	Weiss	BOS - Appointed Member
Clarke County School Board	David	Weiss	BOS - Alternate
Board of Supervisors Finance Committee	David	Weiss	BOS - Alternate
Board of Well & Septic Appeals	David	Weiss	BOS - Alternate
Board of Supervisors	David	Weiss	Vice Chair

C. 2012 Projects / Priorities and Assignments**Project****Responsibility**

Fee for Services: make recommendations for implementation of fee-for-service or "revenue recovery" from individuals who require public medical support and rescue squad transportation to a hospital

Staelin and Ash

Double Toll Gate

Planning Commission Study - liaison and monitoring

Staelin and Russell

Project

Responsibility

2012 Economic Development Plan update	Staelin and Russell
Mosby Road Extension and Roundabout - monitoring and liaison	McKay and Ash
TMDL local responsibility - monitoring and liaison	McKay and Teetor
School Capital Improvement Projects - monitoring and liaison	Byrd and Ash
Comprehensive Personnel Policy Update	Byrd, Ash and Judge
Volunteer Fire and Rescue offer of support. Assist with planning to address issues confronting local organizations (governance, legal requirements, best practices, funding, recruiting and retaining volunteers, etc.)	Hobert, Ash and Conrad
Enterprise Resource Planning (Data and Technology integration) Evaluate and recommend plan to Integrate IT Governance into decision-making structure and implement first phase of ERP system (Finance/Treasury); consider grant options; liaison.	Hobert, Ash, and Judge
Regional Park Proposal from Civil War Trust and Northern Virginia Park Authority. Evaluate proposal for review with community and Board.	Hobert, Teetor, Russell and Cooke
BCCGC Building - resolution of HVAC issues	Weiss and Ash
Adopt Operating Agreement for County/ Town /Library	Weiss, Ash, and Judge
Active Living and Rec Center Addition - monitoring and liaison	Weiss, Ash and Levi
Sheriff's Office renovation - monitoring and liaison	Weiss, Ash and Levi
Citizens Convenience Center - monitoring and liaison	Weiss, Ash and Levi
Plans for reuse/recycling of County buildings (old Library, Commonwealth Attorney office, and Park Offices)	Weiss, Ash and Levi

Project

Responsibility

Energy Conservation and Efficiency - monitoring and liaison building automation status; quarterly reports

Weiss and Teetor

D. Resolution In Opposition To Devolution And Cost Shifting 2012-01R

**Resolution In Opposition To Devolution And Cost Shifting
2012-01R**

WHEREAS, the Clarke County Board of Supervisors joins the efforts of the Commonwealth's counties in encouraging the 2012 General Assembly to continue the state and local partnership funding of core government services, and

WHEREAS, the transfer of funding for core services from the state to local governments is devolution. Devolution will continue to be used throughout the 2012 General Assembly, as we work to develop a state budget for Fiscal Years 2011-2013, and

WHEREAS, the Clarke County Board of Supervisors understands that program devolution is the shifting of state responsibilities to local governments. Counties have experienced first-hand the shift in funding for local programs and are already saddled with additional responsibilities in providing services for foster care children, police, line of duty costs and maintenance of local libraries, and

WHEREAS, core local services that include public education, police, fire and social services are services that must be funded through the state and local partnership. "Passing the buck" to localities only perpetuates increases in real estate and business taxes, and

WHEREAS, for several years, localities have been mandated to give back to the Commonwealth funding that was designed to support these local programs. Last year, local governments had to write checks or receive reduced reimbursements from the state for \$60 million under a program known as "Aid to Localities." Governor McDonnell has chosen to "chip" away at this annual local contribution by reducing the yearly required payment by \$10 million in his introduced budget, and

WHEREAS, the state originally introduced this reduction to balance the state budget, but as the economy improves and state revenue increases, our state leaders must promptly eliminate this funding reduction and sustain local services.

NOW THEREFORE BE IT RESOLVED, that localities and the Commonwealth continue their partnership and provide core government functions without shifting or shirking responsibilities.

BE IT FURTHER RESOLVED, in order to address the mandates and financial responsibilities which have been shifted to localities, that our state elected officials act to ensure localities have the tools to fund our core services, provide county governments with the equal

taxing authority of cities and towns and immediately begin a process to initiate tax reform for state and local government.

Adopted this 17th day of January 2012

Attest:

J. Michael Hobert, Chair

Supervisor Staelin moved to approve the items on the Consent Agenda. The motion carried by the following vote:

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

7) TMDL Update by Alison Teetor

Using a PowerPoint presentation, Alison Teetor provided a status update on the Chesapeake Bay TMDL. Comments included:

- Adequate staff and funding are absolutely required to implement the plan.
- Alison Teetor estimates that she is spending 40% of her time on plan development.
- Plan is a “best guess.”
- Agricultural experts have provided considerable input.
- Waterways include the Shenandoah River, Opequon Creek and a total of 26 perennial streams.
- The County is reviewing and correcting, where applicable, certain assumptions presented in the draft plan.
- Plan identified 14 operations with cattle on feed farms. Bobby Clarke felt comfortable using the 2007 Agricultural Census figures.
- All five dairies in Clarke have waste management plans and credit is giving for developing nutrient management plans.
- Robina Rich Bouffault, President Equine Alliance, facilitated review of horse farms for which credit may be given.
- David Weiss stated that there were many anomalies in the model and the data used to develop the model was no longer available. He opined that it appeared that localities were being force fit into a model that was inaccurate using a flawed science.

- Alison Teetor agreed that the model was not perfect but noted that the Bay needed to be cleaned and protected.
- Ms. Teetor will continue to work on plan development with Supervisor McKay, new liaison on the NSVRC.
- Chairman Hobert asked that the Board be kept informed.
- A NSVRC meeting is scheduled for Thursday night.

8) Virginia National Golf Course / Regional Park Authority Update

Using a PowerPoint presentation, Alison Teetor provided an update on the potential for the creation of the Cool Spring Battlefield Park. Highlights included:

- Some areas of the property were rezoned to FOC in the 1990's with zero (0) DUR's in those areas.
- Some areas are in the flood plain.
- Two miles of river frontage, as well as perennial streams.
- River could benefit from riparian buffers.
- Manor house received a special use permit to allow use as a restaurant and other related hospitality activities in connection with the Golf Course. An amended permit would be required for use in connection with any Park. It is located on a separate parcel. Further discussion with the Park Authority on use of the parking area would be recommended.
- The Park Authority is a state entity and public meetings would follow that process.
- The Board of Supervisors would review the site plan and be asked to state if it is within their comprehensive plan.
- It is not anticipated that the park will operate at a profit.
- Will rely on local fire departments for fire suppression
- A burn area will be established.
- The Park Authority will clear brush and maintain.
- Will work with law enforcement to notify of hours of operation and events for security.
- Resident staff [caretaker] in the club house is being considered.
- As a public park, Retreat residents would have access. In addition it is understood residents also have rights of access independently under a deeded easement which would not be terminated.
- Further research and discussion is needed to address road maintenance issues

- The terms and consequences of discontinued participation by the County are still being evaluated.
- Informing the Parks and Recreation Advisory Board, Economic Development Advisory Committee and Conservation Easement Authority about this potential project and seeking their comments.
- Funding:
 - o Economic Development does not have funding for this endeavor.
 - o Grants or private funds are sporadic.
 - o The annual fee for participation would come from the County budget.
- Recommendations from Alison Teetor:
 - Hold two Public Information Meetings
 - Thursday January 26th
 - Blue Ridge Fire Hall – 7-9pm
 - Monday January 30th
 - Government Center – 7-9 pm
 - Invited to attend:
 - Tom Gilmore – Civil War Preservation Trust
 - Paul Gilbert – Northern Virginia Regional Park Authority

Vice Chairman Weiss and Chairman Hobert stated that they would like answers to the Board's questions prior to conducting public meetings.

Vice Chairman Weiss put forth that a meeting with the Retreat board was necessary. He opined that this was a serious issue for people living on the mountain and on that side of the County. He also questioned the need for a decision in March.

Vice Chairman Weiss offered to facilitate a meeting with representatives from the Retreat, the Monastery, the Civil War group and the Park Authority. He raised concerns about security, as well as use of Shenandoah Retreat's boat ramp that is maintained and monitored by the Retreat and not open to the public.

Jesse Russell said the Park and the Retreat would need to work out these issues and the County could not answer for either entity.

Vice Chairman Weiss concurred. He added that the Retreat and the Golf Course had been unable to resolve differences over easements.

Supervisor Byrd spoke in support of public access to the river in the park.

Supervisor Staelin commented that the property owner, regardless of who it might be, would have river access.

By consensus, the Board agreed to have staff solicit public comment at the recommended public meeting for January 26 at Blue Ridge Fire Hall. They further agreed that further information and discussion was needed prior to conducting the second public meeting.

Chairman Hobert expressed the Board's appreciation for the cooperation of the Retreat Board by providing notification to their membership.

9) **Set Public Hearing TA-11-08B Section 3-E-4-e, Design Criteria for that portion of the Historic Access Corridor Overlay District outside of the boundaries of the Berryville Area Plan**

Jesse Russell reviewed the proposed text amendment with revisions and corrections identified during the December regular meeting. He recommended that the matter be set for public hearing.

Supervisor Staelin moved to set the matter as proposed for public hearing at the February 21, 2012 regular meeting at 6:30 pm or as soon thereafter as the matter may be heard. The motion carried by the following vote:

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

10) **Board of Supervisors Personnel Committee Items**

1) Personnel Policy Review

01/09/2012 Update: Personnel Policy Revision 14 is provided in the Committee Meeting Packet, as well as various Fair Labor Standards fact sheets and explanations. *[Note: not included in 1/17/2012 Regular meeting packet.]*

- A. Develop a leave pay out policy for current employees that have exceeded caps/limits for annual leave and/or compensation hours.
- B. Review of leave liability reduction request from the Clarke County Sheriff's Office and recommendation to the Board. Note: A similar request from the Department of Social Services to reduce compensation balances was referred to the Finance Committee by the Supervisors at their October 18 regular meeting. At this time, no recommendation has been made.

01/09/2012 Summary: Items A & B were discussed and the Committee directed the Administrator to work with the Administrative Services Director to develop a draft personnel policy intended to serve as a single policy for all general government departments, offices and agencies and to prepare a plan to pay down leave and comp

time balances, minimize additional accumulations and transition employees from current policies and balances to the ultimately approved plan.

01/17/2012 Action: David Ash summarized the Personnel Committee discussion for the full Board.

2) Expiration of Term for appointments expiring through March 2012.

01/09/2012 Update: For review and recommendation:

- A. The Appointments by Expiration Thru March 2012
- B. 2011 BOS Assignments by Supervisor / Staff Representative

01/09/2012 Summary: **Supervisor Byrd moved to convene into Closed Session pursuant to §2.2-3711-A1 Specific Employees or appointees of the Board to review the list of up-coming vacancies on various boards and commissions. The motion carried as follows:**

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

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

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

and further moved to execute the following Certification of Closed Session:

CERTIFICATION OF CLOSED SESSION

WHEREAS, the Board of Supervisors Personnel Committee 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 Personnel Committee 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 Personnel Committee 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 Personnel Committee of the County of Clarke, Virginia.

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

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

Following Closed Session, the Personnel Committee:

Item A. Recommended the re-appointment of Jerry Boyles to the Berryville Area Development Authority to serve a full three-year term expiring 3/31/2015.

Item B. Asked the County Administrator to confirm the intention of individual Board members to nominate representatives to various positions and to notify other agencies of up-coming appointments in which those agencies may have an interest or responsibility in the appointment.

Subsequent to the Personnel Committee meeting, County Administration was notified of the following appointments:

1. Keith Dalton, Manager - Town of Berryville, provided notice of the reappointment of Ronnie Huff to the Parks and Recreation Advisory Board effective 1/1/2012.
2. Mike Murphy, Superintendent - Clarke County Public Schools, provided notice of the appointment of Charles [Chip] Schutte as the School Board representative serving on the Joint Administrative Services Board effective 1/8/2012.
3. Lisa Cooke, Director – Clarke County Parks and Recreation, provided notice from Mike Murphy, Superintendent – Clarke County Public Schools, of the appointment of Randy Trenary, Director of Operations, as the School Superintendents representative serving on the Clarke County Parks and Recreation Advisory Board effective 1/5/2012.

01/17/2012 Action:

Supervisor Byrd moved to reappoint Jerry Boyles to serve a three-year term on the Berryville Area Development Authority with appointment beginning 4/1/2012 and expiring 3/31/2015 – current term expires 3/31/2012. The motion carried by the following vote:

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

Supervisor Byrd moved to appoint Tracy Smith to the Parks and Recreation Advisory Board to serve the remainder of the unexpired term of Janelle Alison ending 12/31/2013. The motion carried by the following vote:

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

Supervisor Byrd moved to reappoint James Wyatt to the Northwestern Regional Jail Authority to serve a four-year term ending 12/31/2015 – current term expired 12/31/2011. The motion carried by the following vote:

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

Supervisor McKay moved to appoint Robina Rich Bouffault as his replacement on the Clarke County Planning Commission serving the remainder of his unexpired term ending 4/30/2012. The motion carried by the following vote:

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

Chairman Hobert called for a motion of acceptance for the following notices of appointment.

1. Keith Dalton, Manager - Town of Berryville, provided notice of the reappointment of Ronnie Huff to the Parks and Recreation Advisory Board effective 1/1/2012.
2. Mike Murphy, Superintendent - Clarke County Public Schools, provided notice of the appointment of Charles [Chip] Schutte as the School Board representative serving on the Joint Administrative Services Board effective 1/8/2012.
3. Lisa Cooke, Director – Clarke County Parks and Recreation, provided notice from Mike Murphy, Superintendent – Clarke County Public Schools, of the appointment of Randy Trenary, Director of Operations, as the School Superintendents representative serving on the Clarke County Parks and Recreation Advisory Board effective 1/5/2012.

Supervisor Byrd moved to accept the recommendations. The motion carried by the following vote:

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

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

11) Board of Supervisors Organizational Meeting and Work Session

01/17/2012 Action: David Ash summarized the actions taken by the Supervisors at the January 9, 2012 Organizational Meeting and Work Session. No additional action was necessary at the regular meeting.

1) Organizational Meeting

01/09/2012 Summary: At 10:00 am, Chairman Hobert called the 2012 Board of Supervisors Organization Meeting to order and asked the County Administrator to poll the Board on the selection of Chair.

A. Election of Chair

David Ash, Clerk to the Board of Supervisors, called for nominations for Board of Supervisors Chair.

Supervisor Byrd moved to nominate J. Michael Hobert to continue as chair for 2012.

Being no additional nominations, **Supervisor Byrd moved to close the nominations. The motion carried as follows:**

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

The motion to nominate J. Michael Hobert to serve as Chair for the ensuing calendar year 2012 carried as follows:

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

Immediately following the vote, David Ash turned the meeting over to Chairman Hobert.

B. Election of Vice-Chair

Chairman Hobert called for nominations for Vice Chair.

Supervisor Byrd moved to nominate David Weiss to continue as Vice Chair.

Being no additional nominations, **Supervisor Staelin moved to close the nominations. The motion carried as follows:**

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

The motion to nominate David S. Weiss to serve as Vice Chair for the ensuing calendar year 2012 carried as follows:

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

C. Set Date, Place and Time of Regular Meeting

Supervisor Byrd moved to approve the current schedule for date, place and time of regular meeting as the 3rd Tuesday of each month beginning at 1 pm in the Main Meeting Room, Berryville Clarke County Government Center, 101 Chalmers Court, Berryville, VA and fixing the following Thursday as the day on which a regular meeting shall be continued should the Chair later declare that weather or other conditions make it hazardous for members to attend. The motion carried as follows:

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

D. Adopt Rules of Procedure

Proposed modifications to Rules of Procedure Revision 8: *Proposed Changes Section 4-1 Order of Business: Add Item j) Joint Administrative Services Board Monthly Update; move Board of Supervisors Committee Status Reports before Closed Session; move f) Citizen Comment Period and g) Department of Transportation Matters and re-letter; add to first sentence "normally"*

Supervisor Staelin moved to approve the Rules of Procedure Revision 8 with the proposed modifications. The motion carried as follows:

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

2. Help With Housing, Inc. Letter of Endorsement Request

01/09/2012 Update: Paula Costello, Executive Director Help With Housing, Inc., is requesting a letter of endorsement in support of their application for HUD HOME funding through the Northern Shenandoah Valley Regional Commission. This program provides funds for more extensive repairs than their emergency home repair program.

01/09/2012 Summary: Following discussion, **Supervisor Staelin moved to authorize the County Administrator to send the letter of endorsement on behalf of Help With Housing, Inc. The motion carried as follows:**

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

3. Blue Ridge Housing Network, Inc. Support Request

01/09/2012 Update: Lorie E. Noakes, Executive Director Blue Ridge Housing Network, Inc., is requesting that the David Ash, Chief Administrative Office of a jurisdiction where BRHNI proposed to provide assistance, sign in the provided location their application for HOME funds through the Northern Shenandoah Valley Regional Commission to assist with closing cost and down payment assistance agreeing that the project is consistent with existing land use regulations and the goals of the community and, if funded, the project as presented in this application would be supported to the best of the Counties abilities.

01/09/2012 Summary: Following discussion, **Vice Chairman Weiss moved to authorize the County Administrator to sign the appropriate section of the HOME funds application for Blue Ridge Housing Network, Inc. The motion carried as follows:**

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

4. Virginia National Golf Course / Regional Park Authority

01/09/2012 Update: A memorandum providing information for Board discussion is provided with the packet.

01/09/2012 Summary: Following discussion, the Board announced its intention to further consider this matter at the Regular meeting.

5. Closed Session Pursuant to §2.2-3711-A6. Discussion or consideration of the investment of public funds where competition or bargaining is involved, where, if made public initially, the financial interest of the governmental unit would be adversely affected.

01/09/2012 Summary: **Supervisor Byrd moved to convene into Closed Session pursuant §2.2-3711-A6. Discussion or consideration of the investment of public funds where competition or bargaining is involved, where, if made public initially, the financial interest of the governmental unit would be adversely affected: The motion carried as follows:**

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

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

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

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

CERTIFICATION OF CLOSED SESSION

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

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

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

(ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Board of Supervisors of the County of Clarke, Virginia.

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

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

No action was taken on matters discussed in Closed Session.

6. Annual Distribution of Statutorily Required Information

01/09/2012 Update: To document distribution of the Code of Virginia cites, the following are provided with the Work Session material in pdf/electronic format only. Hard copies shall be provided upon request.

- 2.2-3100 – State and Local Government Conflict of Interests Act
- 2.2-3700 – The Virginia Freedom of Information Act and 2011 Update by the FOIA Council
- 42.1 – Public Records Act

01/09/2012 Summary: Information Only. *[Note: due to volume, not included in the 01/17/2012 Regular meeting packet.]*

12) Board of Supervisors Finance Items

1. FY2013 Budget Calendar

Action: Approve budget calendar proposed by the Finance Committee.

Tom Judge advised that the Finance Committee had reviewed the FY2013 budget calendar at their January 9 meeting and that the proposed meeting dates had been coordinated with the existing meeting calendar.

Supervisor Byrd moved to adopt the FY2013 Budget Calendar as presented. The motion carried as follows:

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

David S. Weiss

- Aye

<i>Date</i>	<i>Time</i>	<i>Location</i>	<i>Event</i>
Wednesday, January 18, 2012	2:00 PM	BCCGC	Staff Revenue Review
Tuesday, January 24, 2012	5:00 PM	BCCGC	Finance Committee: Revenue Review
Tuesday, January 31, 2012	5:00 PM	BCCGC	Finance Committee: Agency presentations
Monday, February 06, 2012	10:00 AM	BCCGC	BOS Worksession: presentation by County Administrator
Monday, February 13, 2012	10:00 AM	BCCGC	BOS Direction to County Administrator
Thursday, February 16, 2012	5:00 PM	BCCGC	Finance Committee
Thursday, February 23, 2012	5:00 PM	BCCGC	Finance Committee
Tuesday, March 06, 2012	7:00 PM	BCCGC	BOS Worksession: SB presentation
Thursday, March 08, 2012	5:00 PM	BCCGC	Finance Committee
Monday, March 12, 2012	10:00 AM	BCCGC	BOS Worksession
Thursday, March 15, 2012	5:00 PM	BCCGC	Finance Committee
Tuesday, March 20, 2012	6:30 PM	BCCGC	BOS Worksession until final number
Tuesday, March 27, 2012	N/A	N/A	Winchester Star Advertise in newspaper, and develop link at Clarke Daily News
Tuesday, April 03, 2012	N/A	N/A	Winchester Star Advertise in newspaper, and develop link at Clarke Daily News
Wednesday, April 11, 2012	7:30 PM	BCCGC	Public Hearing
Wednesday, April 18, 2012	6:30 PM	BCCGC	BOS Work Session until final numbers; recess, then adopt budget and Appropriations Resolutions.

2. Budget Transfer

The original FY 12 budget included a position split 50% Cooperative Extension Secretary and 50% Joint Government Center Receptionist. However, the structure of

both Cooperative Extension and the JGC Receptionist function have since been modified resulting in actual charging of 100% Joint Government Center Receptionist. The following action was recommended by the Finance Committee to remedy this situation: *"Be it resolved that budgeted expenditure and appropriations of \$22,433 be transferred from the Cooperative Extension Office to the County Administrator's Office."*

Action: Approve Finance Committee recommendation to transfer funds.

Supervisor Byrd moved to approve the resolution as presented *"Be it resolved that budgeted expenditure and appropriations of \$22,433 be transferred from the Cooperative Extension Office to the County Administrator's Office."* The motion carried by the following vote:

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

3. Acceptance of November and December Bills and Claims

Action: The Finance Committee recommends acceptance.

Supervisor Staelin moved to accept the November and December 2011 General Government Bills and Claims. The motion carried by the following vote:

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

4. Standing Reports

The following reports were included with the Finance Committee meeting material: Reconciliation of Appropriations. General Fund Balance. General Government Capital Projects. General Fund Expenditure Summaries. Action: Information only.

14) Joint Administrative Services Update

Tom Judge, Director Joint Administrative Services, appeared before the Supervisors to update them on activities of the Joint Administrative Services Board. Highlights include:

Board of Supervisors Meeting Minutes For January 17, 2012 – Regular Meeting

- Since the JAS Board did not meet in December, there were no new updates.
- The JAS Board Organizational Meeting is scheduled for January 23 and includes an ambitious agenda covering IT governance and the JAS FY2013 Budget.

15) Government Projects Update

Highlights of the monthly project update provided by David Ash included:

- Circuit Courthouse:
 - Construction complete.
 - Waiting on accounting of remaining funds for this three-project renovation. Once known, renovations will move on to the Sheriff's Office.
 - No major structural or architectural work necessary for the Sheriff's Office renovation project.
 - HVAC – Circuit Court Clerk's Office - System availability has been limited due to the time of year but project will progress as weather permits.
- Berryville Clarke County Government Center:
 - Robert Mitchell notified that the architect has not sent payment for the agreed upon HVAC repairs.
 - HVAC issues continue –no heat in portions of the BCCGC Friday, January 13.
- Senior Center / Active Living Center :
 - Contract signed.
 - Notice to proceed issued today.
 - Substantial Completion is scheduled for October 13.
 - Small groundbreaking ceremony is being planned by Parks and Recreation.
 - Maintenance Director will be meeting with Washington Gas representatives to work out details on how to best serve the Senior Center, as well as the schools. It is hoped that an alternate route can be identified.
- Convenience Center:
 - Preliminary drawings received yesterday.
 - David Ash and David Weiss will review.
 - Decisions are needed regarding special use permit, as well as the use option.
- Coiner Property / Clarke County Historic Association Lease:
 - CCHA has requested a 5-year extension of their lease. Extension is included in the current lease agreement.

- Archana McLoughlin is reviewing the current lease agreement.
- Bobby Levi, Maintenance Director, is looking at building issues
- No public hearing is required to grant the 5-year extension.
- After this 5-year extension should they opt to remain, a new lease will be necessary.
- Former Commonwealth Attorney Office:
 - Building has been cleaned, painted and repairs complete.
 - Checked with a local realtor who suggested renting at \$10 / square foot, as well as notifying potential renters of the lack of toilet facilities.

16) Miscellaneous Items

None identified at the January 17, 2012 meeting.

17) Summary Of Required Action

<u>Item</u>	<u>Description</u>	<u>Responsibility</u>
1.	Execute and forward Virginia Airborne Search & Rescue Squad Virginia OEMS License No. 1298 and the County of Clarke, Virginia Memorandum of Understanding.	David Ash
2.	Update Appointment database with 2012 Board of Supervisors Chair Appointments.	Lora B. Walburn
3.	Process and forward Resolution in Opposition of Devolution and Cost Shifting 2012-01R.	Lora B. Walburn
4.	Coordinate informational meetings on Cool Springs / Regional Park Authority.	Alison Teetor
5.	Advertise public hearing TA-11-08B.	Lora B. Walburn
6.	Process letters of appointment for Jerry Boyles, Tracey Smith, James Wyatt, Robina Rich Bouffault, and update database.	Lora B. Walburn
7.	Update BCCGC meeting room schedule to include Board of Supervisors 2012 meeting schedule and post where applicable.	Susanne Vaughan
8.	Update Rules of Procedure.	Lora B. Walburn
9.	Execute and forward letter of support Help With Housing, Inc.	David Ash
10.	Execute and forward Blue Ridge Housing Network, Inc.	David Ash

<u>Item</u>	<u>Description</u>	<u>Responsibility</u>
11.	Update BCCGC meeting room schedule to include FY2013 Budget Calendar and post where applicable.	Susanne Vaughan

18) Board Member Committee Status Reports

Supervisor Barbara Byrd

- An adjusted payment from the Northwestern Regional Juvenile Detention Center is anticipated.
- The Barns of Rose Hill will be meeting tomorrow and will be interviewing candidates for director.

19) Closed Session

The Supervisors did not convene into Closed Session during the January 17, 2012 regular meeting.

20) Adjournment

There being no further business to be brought before the Board at 2:51 pm Chairman Hobert adjourned the Board of Supervisors meeting.

Next Regular Meeting Date

The next regular meeting of the Board of Supervisors is set for Tuesday, February 21, 2012 at 1:00 p.m. in the Main Meeting Room, 101 Chalmers Court, 2nd Floor, Berryville, Virginia.

ATTEST: January 17, 2012

J. Michael Hobert, Chair

David L. Ash, County Administrator

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

CLARKE COUNTY BOARD OF SUPERVISORS
February 6, 2012 Budget Work Session Meeting 10:00 a.m.
Meeting Room AB

At a budget work session of the Board of Supervisors of Clarke County, Virginia, held in Meeting Room AB, 2nd Floor Berryville Clarke County Joint Government Center, 101 Chalmers Court, 2nd Floor, Berryville, Virginia on Monday, February 6, 2012.

Board Members Present

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

Board Members Absent

None

Staff Present

David Ash; Tom Judge; Lora B. Walburn

Others Present

Jay Arnold; Keith Dalton; Beth Leffel; Val Van Meter; Brian Kaufman; Ed Leonard

Call to Order

Chairman Hobert called the meeting to order at 10:01 a.m.

Adoption of Agenda

Supervisor Staelin requested addition of discussion concerning bills before the General Assembly.

David Ash requested the addition of a Closed Session pursuant to §2.2-3711-A5 Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community.

Bev McKay moved adopt the agenda as modified adding discussion concerning bills before the General Assembly and a Closed Session pursuant to §2.2-3711-A5. The motion carried by the following vote:

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

1) Net Tax Funding; 2) FY2013 Budget Review

Tom Judge led review and discussion of the FY2013 Budget. Highlights include:

- Current budget document uses FY2012 School budget figures – FY2013 School budget is not yet available.
- Capital and position requests are not included. Tom Judge distributed the list with supporting documents provided by the various agencies.
- Deficit of \$1.5MM for FY2013. Have purposely set aside funds for certain projects. \$857,000 of fund balance / savings to offset certain projects leaving a net of \$631,000 deficit.
- Board of Supervisors Finance Committee has reviewed the budget and made recommendations.
- Revenues are generally flat overall.
- Budget reflects increases in Virginia Retirement System, Health Insurance and life insurance. Benefits increases drove expenditures up \$148,000
 - Health Insurance increase is an estimated 10%; will get renewal in late February prior to adopting the budget.
 - Life Insurance \$29,000
 - Adjustments made for benefits do not include the Schools – only General Government.
- Debt service for schools is the only listed adjustment.
- Variance Review
 - Personnel Changes:
 - Administration change is not a new position/person but a change in where the position is charged.
 - Assessor became new Commissioner of the Revenue – reducing one position – Assessor.

- Earlier reduction in the Commissioner of the Revenue staff was reflected in FY2012.
- Funds removed in FY2013 budget for the position vacated in FY2012 in the Treasurer's office.
- Two open positions, that will not be filled, one each in the offices of the Treasurer and the Commissioner of the Revenue, shall be terminated in FY2013 effective July 1.
- IT/GIS increase is largely additional computers and replacement computers.
- Increased benefits cost are the primary increase reflected for Clerk of Circuit Court; Commonwealth Attorney; Parks and Recreation; Planning.
- Sheriff increase includes benefits, maintenance contracts, software services, etc.
 - A portion of the cost will be offset on the revenue side with a communications grant.
 - Does not include request for payment of over time. This request provided in the separating request listing.
- Regional Jail \$64,704 increase
 - Costs are rising, as well as the number of inmates.
 - Clarke picking up larger share of expense.
 - VRS benefits increase.
 - Increase does not include a pay raise.
- LODA adjustments are reflected in decrease to fire / rescue companies
- Refuse Disposal cost will go up at least initially with addition of Convenience Center.
 - If proposed Clarke convenience center would be completed, there would be additional expense to staff, operate and haul.
 - Cost would not be shared with regional partners.
 - If convenience center built, proportionate share of regional facilities would eventually be reduced.
 - Portion of convenience center project cost is shown in capital projects.
 - Cost not reflected in operating budget
- Medical Examiner increase is due to the reassignment of the indigent burial fund from Sheriff's Department.
- Shenandoah Area Agency on Aging is requesting an increase to meet unfilled needs in Clarke County.
- Heritage Day Care Center – CHEERS is requesting a contribution.

- Social Services primary increase is benefits. Tom Judge is working with the Director to determine if there is a problem in the manner in which the budget was computed.
- Josephine School is requesting \$7,290 related to the need to replace windows in the museum to lower heating bills in this county-owned building.
- Comprehensive Services Act contains a decrease of approximately \$150,000 in local funds.
- School debt decreased \$87,000
- Historic Preservation Commission: Tom Judge will follow up to see if the cost of the historic district study was to be spread over a two-year period.
- VCE – Virginia Cooperative Extension:
 - VCE eliminated the half position of 4-H Support Technician. Those funds were transferred to County Administration for Central Receptionist.
 - In FY2012, after dropping from the budget a 4-H Agent position, the position was filled and added back in at \$16,000.
 - In FY2012, the County further supplemented the VCE budget for a horticultural agent at \$3,000.
 - FY2013 budget: VCE is requesting funds enough to cover two currently vacant VCE agent positions – agents that would be housed elsewhere but serve a portion of their time covering Clarke. VCE is requesting funds be budgeted for these positions in case they are filled.
 - Vice Chairman Weiss said that it was his understanding that VCE was hoping to address needs of underserved counties noting that some counties to the south have no agents.
 - The revised budget for FY2012 does not include agents or clerical position VCE would like to fill.
 - Vice Chairman Weiss asked that the request for staffing increases be removed from the budget and reviewed as a supplemental request.
 - David Ash added that VCE funding is shown in a lump sum not by position.
- Detail of SAAA, VCE, Sheriff, etc. requests are available for Supervisors' review.
- Adoption of the FY2013 School budget is set for March 6.

3) General Government Capital Budget

- Sheriff:
 - Replace two [2] Sheriff's Cruisers
 - Purchase of weapons and armor

- E911 phone system – cost offset by grant
- Microwave system cost would come from local tax funding. Second transmitter site is recommended that would largely to serve the south part of county where certain areas do not have reception.
- Sheriff has already made significant reductions to his FY2013 capital request.
- Parks
 - West Side Improvements; \$100,000 has been put aside out of fund balance for the Parks Master Plan.
 - Approval of the Cool Springs Battlefield Park would decrease the available amount.
 - Maintenance has a long-standing request for a storage building for equipment storage, tractors, etc. The existing barn may be removed with the improvement projects.
 - Fencing replacement – sections replaced annually.
- Community Development
 - Real Property Assessment is budgeted for \$190,000.
 - Will solicit estimates from assessment firms with regional jurisdictions to schedule multiple assessment over a period of years and pair up with other jurisdictions – such as Clarke with Shenandoah – better price, greater consistency, better product.
 - David Ash recommended that the County participate in the regional procurement to better determine local benefit; and if there is no benefit, the County terminate participation in the joint regional effort and solicit our own proposals.
 - Need procure vendor in this calendar year - 2012.
 - Hope to have a proposal out by the first of March.
 - If county does not participate in regional assessment, need to begin this summer.
- Groundwater Study
 - Data from well monitoring is available on the internet.
 - Follow up with Alison Teetor for more specificity and update.
- Solid Waste Convenience Center
 - Need to sign option to take the 20-year lease by June. There is no cost for the lease option.
 - Acceptance of the lease option does not obligation the County to construct.
 - Chester Engineering provided a preliminary construction estimate at \$487,000.

4) ERP System Justification

Tom Judge reviewed the capital request to fund the proposed ERP System including:

- ERP to replace finance and Treasurer; and to add a personnel system including a leave management system.
- Cost to be shared 50/50 between the General Government and the Schools.
- Joint Administrative Services Board has discussed for approximately two years, commissioned a study and is now recommending implementation of an ERP system. Tom Judge will circulate the GFOA study to the Board.
- Financial analysis shows a projected five and a half year payback for investment.
- Even if ERP is not implemented, substantial costs will be incurred in replacement of aging systems.
- ERP implementation is recommended to prevent purchase of systems that are not compatible with other systems resulting in the breakup of data within these independent systems.
- ERP implementation is supported by the Schools, Treasurer, Sheriff, and Commissioner of the Revenue.
- Social Services, as a state agency more than a local agency, might integrate in time but much of their accounting is done in the state system.
- The Joint Administrative Services Board acknowledges that implementation of an ERP will be a challenge. Risks include: reluctance to change business practices, resistance to change, unexpected funding needs, etc. There is also concern over entrusting government data on an external entities private server.
- The Joint Administrative Services Board will manage the implementation.
- Joint Administrative Services is proposing to the representative bodies that it assert itself as the information technology governance body for the County over the varied systems including computer switching, telephone, building systems, etc. to control cost and maximize efficiency.
- Supervisor Staelin opined that there were many variables. He asked if the schools would be funding the ERP out of operating or capital. Noting the expense, he suggested staying with the status quo until a greater number of companies developed more turn-key systems. He did put forth that he would be willing to reconsider if commonwealth funding was available.
- Vice Chairman Weiss asked for the cost of an upgrade to the Treasurer's system. Tom Judge responded that the last estimate, gotten approximately five years ago, was \$170,000.
- Chairman Hobert noted that the County uses legacy systems that may not be available in the future.

- Supervisor McKay opined that if the County selected an ERP system early there could be issues with the beginning technology.
- Chairman Hobert added that there had been a strong movement toward ERP in the private sector for years. He stated that larger local governments had also been very active noting that the City of Staunton had been operating with an ERP system for approximately 10 years.
- Chairman Hobert advised that requests had been made to the Commonwealth for assistance in developing a template to link into a system for use with small localities and that Delegate May was to ask the General Assembly for \$250,000 for development.
- Chairman Hobert opined that an ERP system was a fundamental need that would address the primitive manner in which the County currently conducts business.
- Supervisor Byrd commented that the County needed to be up to speed with current technology. She opined that if the County was moving quickly they must ensure that they were picking a system that would be available long-term.
- Tom Judge stated that there were still many things to think through.
- Chairman Hobert concluded the discussion noting that discussion and review of ERP implementation needed to continue.

Instruction to Finance Committee:

Final items provided to the Finance Committee included:

- Consider removing ERP and Convenience Center projects from FY2013 budget.
- School budget is relatively flat using last year's – does not include VRS expense. Will be a deficit.
- Finance has not reviewed expenditures.
- General fund revenues are flat and there are across-the-board benefit increases for all county agencies including the regional Jail.
- Position eliminations / cuts on the general government side will help hold down the deficit.
- Agreed to provide the Finance committee a chance to look at the budget figures with the FY2013 School budget before making a commitment to something that could not be honored, such as not raising taxes.
- Vice Chairman Weiss and Supervisor Byrd expressed their preference for no tax increase.
- Vice Chairman Weiss also::

- Would like to see the implication of using fund balance dollars and how this would affect the rainy day fund.
- Believes flat funding would be appropriate for all agencies.
- Accepts no pay raises and expressed hope that the Schools will comply in this economy.
- Citizens must either accept less service or be prepared to pay higher taxes.
- Expressed his desire to be honest with the citizens about the budget.
- Supervisor McKay concurred with Supervisors Weiss and Byrd. He noted that during his recent campaign for office he had been surprised by the number of foreclosed homes in his area. He stated that it was hard to raise taxes in this economy.
- Chairman Hobert asked that the Finance Committee examine using a portion of fund balance / one-time money to balance budget this year in hope that next year would be better. Vice Chairman Weiss suggested that this be given as a scenario for Board consideration.
- Supervisor Byrd, also:
 - Expressed concern about the FY2013 School Budget, particularly food service noting that it would appear that many students are not using the service resulting in a dramatic rise in cost.
 - Noted that cuts were necessary to hold the budget flat.
 - Suggested reviewing the budget by line item and making cuts.
 - Suggested holding off the convenience center for another year.

Bills Pending Before the General Assembly

Supervisor Staelin informed the Board that he and Chairman Hobert would be in Richmond this Thursday attending Local Government Day at the General Assembly. He provided the following highlights:

- Considering moving funds to Transportation meaning less money for education and public safety effectively forcing localities to raise real estate tax.
- Considering a bill that would require localities with their own comprehensive plan to follow the state's comprehensive plan on transportation.
- Considering a bill to allow residents to name road.
- VACo will address allowing counties to implement a meals tax without referendum in an attempt to allow counties the same rights as towns and cities.

Supervisor Staelin and Chairman Hobert assured that they would continue to forward information as it was provided to them.

Closed Session

Supervisor Byrd moved to convene into Closed Session pursuant to §2.2-3711-A5 Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community. The motion carried as follows:

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

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

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

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

CERTIFICATION OF CLOSED SESSION

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

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

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

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

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

No action was taken on matters discussed in Closed Session.

Adjournment

There being no further business to be brought before the Board at 12:47 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, February 21, 2012 at 1:00 p.m. in the Main Meeting Room, 101 Chalmers Court, 2nd Floor, Berryville, Virginia.

ATTEST: February 6, 2012

J. Michael Hobert, Chair

David L. Ash, County Administrator

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

Clarke County Board of Supervisors

Consent Agenda

- A. Proclamation Of Disability Awareness Week 2012-01 P
- B. Utility Easement – Peter Paul Riley Farm
- C. VDOT Route 636 Utilities Agreement – Adjustment of Sewer facilities affected by Construction of Mosby Boulevard
- D. Conservation Easement Authority Request for Donation – Georgetown University

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

PROCLAMATION OF disABILITY AWARENESS WEEK 2012-01 P

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

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

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

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

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

WHEREAS, millions of people in the United States have disabilities, and with the increasing age of our population, Virginians and Americans must learn more about the special needs and abilities of this growing population; and

WHEREAS, agencies and organizations throughout Virginia participate in disability awareness programs during disAbility Awareness Week to enhance public understanding of and appreciation for the limitations and abilities of people living with disabilities;

NOW, THEREFORE we do hereby proclaim the week of APRIL 14-20, 2012 as disABILITY AWARENESS WEEK, and I (we) call this observance to the attention of all our citizens, and we urge all residents to honor this occasion.

IN WITNESS THEREOF, I have set my hand and caused the seal of Clarke County, Virginia to be affixed this 21st day of February 2012.

Attest:

J. Michael Hobert, Chair

101 Chalmers Court, Suite B
Berryville, VA 22611

www.clarkecounty.gov

Telephone: [540] 955-5175
Fax: [540] 955-5180



COMMONWEALTH of VIRGINIA

DEPARTMENT OF TRANSPORTATION

811 Commerce Road
Staunton, VA 24401-9029
www.VirginiaDOT.org

GREGORY A. WHIRLEY
COMMISSIONER

November 1, 2011

Route: 636
State Project: 0636-021-152, RW-201
Federal Project: STP-021-8(011)
County: Clarke
UPC: 64052

UTILITIES - Agreement

Mr. David Ash
County of Clarke
101 Chalmers Court, Suite B
Berryville, Virginia 22611

Dear Mr. Ash:

Attached is an agreement covering the adjustment of the Sewer facilities affected by the construction of this project. Some of the adjustment work has been determined to be an applicable project cost.

Please have the agreement executed by the appropriate County Official and return the two (2) bound copies to the office for signature by the state. A fully executed copy of this agreement will be forwarded to you when the work is authorized.

Your prompt attention to this request is necessary to keep the proposed advertisement of this project on schedule. Should you have any questions concerning the agreement, please contact me at (540) 332-9133.

Sincerely,

A handwritten signature in black ink, appearing to read 'Michael D. Sprouse'.

Michael D. Sprouse
Utility Relocation Coordinator

/mds
Attachment
cc:Greg Wroniewicz

AGREEMENT
between
COUNTY OF CLARKE
and
COMMONWEALTH OF VIRGINIA, DEPARTMENT OF TRANSPORTATION
for
ADJUSTMENT OF SEWER FACILITIES

THIS AGREEMENT, made and entered into as of the _____ day of _____, 2011, by and between the COUNTY OF CLARKE (hereafter called UTILITY) and the COMMONWEALTH OF VIRGINIA, DEPARTMENT OF TRANSPORTATION (hereinafter called STATE), acting by its Commissioner.

WITNESSETH

WHEREAS, the STATE is proposing to construct a section of highway designated as Route 636, Project: 0636-021-152, RW-201, (UPC #64052) which will necessitate changes in the UTILITY'S Sewer facilities; and

WHEREAS, the STATE and UTILITY wish to agree upon the terms and conditions under which the necessary changes will be made as hereinafter set forth:

NOW THEREFORE, for and in consideration of the premises and of the mutual covenants herein contained, the parties hereto agree as follows:

SECTION I

(a) It will be to the best interest of the STATE and the UTILITY to have the adjustment of these facilities included in the highway contract to be adjusted by the highway contractor.

(b) The STATE through its highway contractor, will relocate and adjust the UTILITY'S sewer facilities in accordance with attached plans and the STATE'S Road and Bridge Specifications; said plans being identified as three (3) one-half size plan sheets numbered 11(1), 11(2) and 11(8) of the STATE'S construction plans for Project: 0636-021-152, RW-201, as attached.

SECTION II

(a) It has been determined that the Project is responsible for bearing 100% of the cost of the sewer adjustments indicated in SECTION I (b).

(b) It has been determined that the UTILITY is responsible for bearing 0% of the cost of the sewer adjustments indicated in SECTION I (b).

SECTION III

(a) The UTILITY agrees that it will relinquish its existing rights of way, which are within the limits of the proposed STATE right of way for this project. The STATE will, upon application by the UTILITY, issue and continue in effect a permit to the UTILITY for the construction, maintenance and operation of the sanitary facilities indicated in SECTION I (b).

(b) The sewer facilities of the UTILITY erected under such a permit shall be and remain the property of the UTILITY, no charge shall at any time be made for the use of the STATE right of way occupied by the UTILITY, or for the privilege of constructing, maintaining and operating said sewer facilities. Any construction or maintenance operations to be performed by the UTILITY within the STATE right of way must have prior approval of the STATE. When emergency conditions require immediate maintenance operations by the UTILITY, such operations may be performed by the UTILITY without advance notice to the STATE. The Utility will, to the best of its ability, perform all operations within the STATE right of way in a manner which will reduce to a minimum, interference to the flow of traffic and disturbance of the roadway and which will provide a maximum of safety to traffic and to the UTILITY'S forces.

(c) In the event the STATE should request at any time hereafter that the facilities which were adjusted onto STATE right of way at STATE expense be again adjusted when they are on STATE right of way, the STATE will pay the UTILITY the applicable costs incurred by the UTILITY, including the cost of securing any necessary easements.

(d) In the event the STATE should request at any time hereafter that the facilities which were not adjusted, hereunder, but for which the UTILITY'S rights of way were relinquished,

be adjusted, the STATE will pay UTILITY the applicable costs incurred by the UTILITY, including the cost of securing any necessary easements.

SECTION IV

(a) The UTILITY will perform certain incidental work in conjunction with the utility work included in the highway contract, such as operation of all valves and will also inspect the utility relocation work with its own forces, reporting through the VDOT Area Construction Engineer, and upon completion will certify to the STATE that the work included in the highway contract was performed in a satisfactory manner.

(b) The UTILITY agrees that the existing facilities, which are to be abandoned, will become the property of the STATE'S highway contractor with exceptions as noted in the attached plans. Any salvage value derived therefrom will accrue to the STATE'S highway contractor.

IN WITNESS WHEREOF, each party hereto has caused this Agreement to be executed in duplicate in its name and on its behalf by its duly authorized officer as of the day and year first above written.

In the presence of:

County of Clarke

As to The County of Clarke

By: _____

Title: _____

In the presence of:

COMMONWEALTH OF VIRGINIA
DEPARTMENT OF TRANSPORTATION

As to the Commonwealth

By: _____

Title: _____

THIS SHEET FOR UTILITY

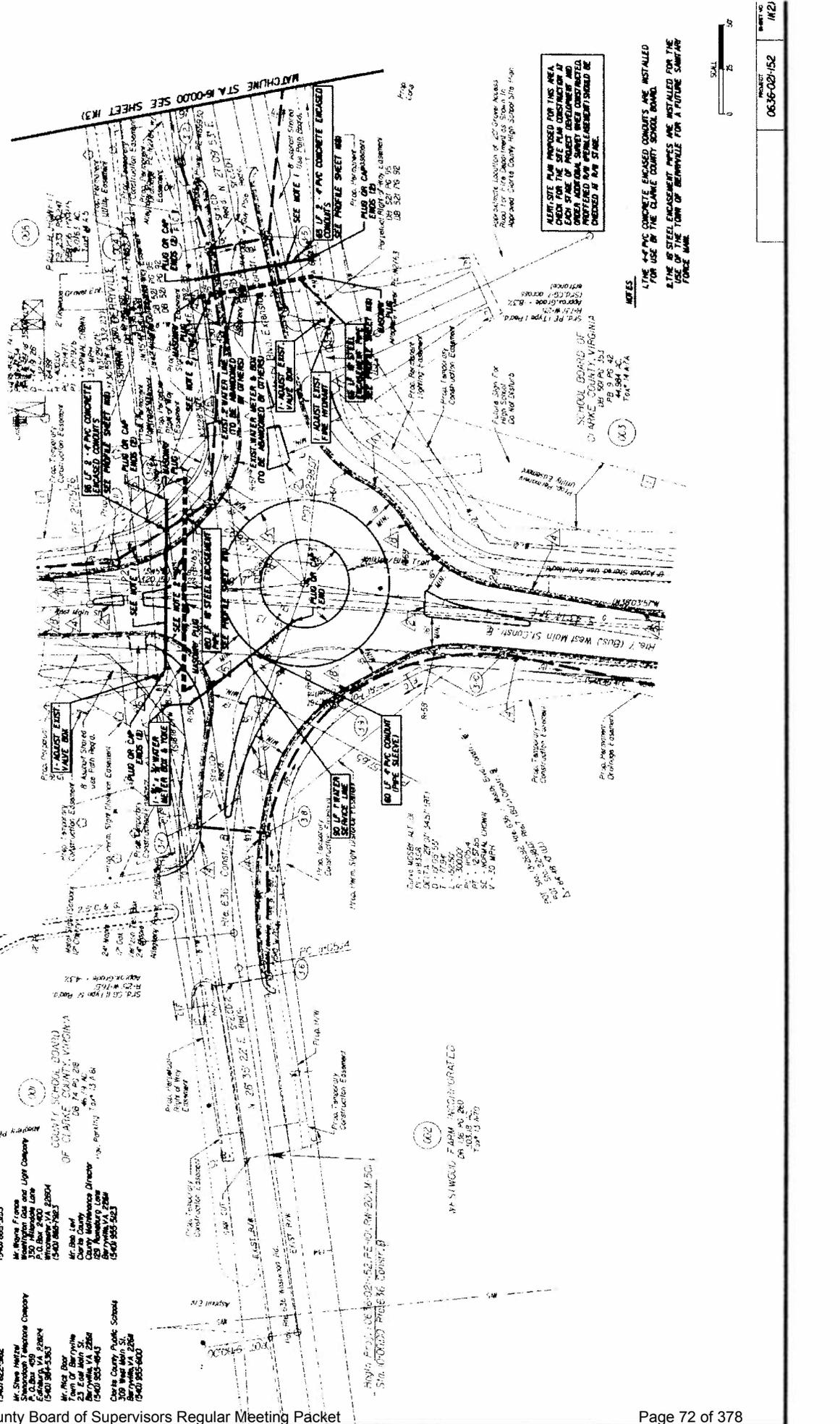
DATE	ROUTE	PROJECT
VA	636	0636-021-152 RW201.4500
		11/2

DESIGN FEATURES RELATING TO CONSTRUCTION OR TO RELATIONS TO CONFINED OR UNCONFINED ARE TO BE INDICATED BY THE ENGINEER. THE RESPONSIBILITY FOR THE DESIGN IS THE RESPONSIBILITY OF THE DEPARTMENT.

CLARKE COUNTY
1977A

Checked: _____
Approved: _____
Professional Engineer
No. _____
State of Virginia

PROJECT MANAGER: J. L. ...
UTILITY OWNERS:
 Mr. Art Gentry
 Central Cable Communications
 15401 304-0842
 Mr. John Doherty
 Appalachian Electric Cooperative
 15401 822-5662
 Mr. Steve Heston
 Shenandoah Telephone Company
 P.O. Box 499
 Front Royal, VA 22630
 15401 822-5662
 Mr. Bob Lee
 Tom of Berryville
 23 East Main St.
 Berryville, VA 22811
 15401 822-6643
 Clarke County Public Schools
 100 West Main St.
 Berryville, VA 22811
 15401 822-6000



RIGHT OF WAY EASEMENT AGREEMENT

Tax Map 12-A-17

OVERHEAD

Work Order #282508

Prepared by Rappahannock Electric Cooperative

THIS RIGHT OF WAY EASEMENT AGREEMENT, made and entered into this 18th day of January, 2012, by and between **FREDERICK COUNTY, CLARKE COUNTY, AND THE CITY OF WINCHESTER**, hereinafter called "Owner" ("Owner" wherever used herein being intended to include the grantors whether one or more or masculine or feminine), and RAPPAHANNOCK ELECTRIC COOPERATIVE, a Virginia public service corporation as Grantee, hereinafter called "Cooperative".

WITNESSETH:

The Owner, in consideration of One Dollar and other valuable consideration paid by Cooperative, the receipt and sufficiency whereof is hereby acknowledged, does grant and convey unto Cooperative, its successors and assigns, the perpetual right, privilege, and easement of right of way, to install, construct, operate and maintain pole lines, and conductor cable lines for transmitting and/or distributing electric power to the public, by one or more circuits, including all wires, poles, anchors, guy wires, cables, transformers, connection boxes, meters, ground connections, attachments, equipment, accessories, apparatus, appliances, and appurtenances desirable in connection therewith (hereinafter referred to as "Facilities") over, under, upon, across and through the lands of the Owner situated in White Post Magisterial District, Clarke County, Virginia and further described as parcel bounded by Salem Church Road and Opequon Road, as shown and designated on drawing dated 1/18/2012 being attached to and made a part of this agreement.

The widths of this easement of right of way will be thirty (30) feet, plus additional for guying as needed.

The facilities erected hereunder shall remain the property of Cooperative. Cooperative shall have the right to inspect, upgrade, improve, rebuild, remove, repair, relocate on the right of way above described, and make such changes, alterations, substitutions, additions to or extensions of its facilities as Cooperative may from time to time deem advisable, including the right to increase and/or decrease the number and/or size of wires.

Owner does further grant and convey to Cooperative, for the purpose of Cooperative constructing, reconstructing, inspecting, replacing, upgrading, maintaining and/or operating its facilities, the right of ingress to and egress from the easement over the lands of Owner, such right to be exercised in such manner as shall cause the least practicable damage and inconvenience to Owner.

Cooperative shall at all times have the right to trim, cut, remove, control, and keep clear by machinery or otherwise, all trees, limbs, undergrowth and other obstructions inside and outside the boundaries that may endanger the safe and proper operation of its facilities. All trees cut by the Cooperative at any time shall remain the property of the Owner.

Cooperative shall repair damage to roads, fences, structures, or other improvements and shall pay Owner for other damage done, including damages to crops, in the process of the construction, inspection, or maintenance of Cooperative's facilities, or in the exercise of its right of ingress and egress; provided Owner gives written notice thereof to Cooperative within thirty (30) days after such damage occurs.

Owner covenants that he is seized of and has the right to convey the said easements of right of way, rights and privileges; that the Cooperative shall have quiet and peaceable possession, use and enjoyment of the aforesaid easement of right of way, rights and privileges.

"NOTICE TO LANDOWNER: You are conveying rights to a public service corporation. A public service corporation may have the right to obtain some or all of these rights through exercise of eminent domain. To the extent that any of the rights being conveyed are not subject to eminent domain, you have the right to choose not to convey those rights and you could not be compelled to do so. You have the right to negotiate compensation for any rights that you are voluntarily conveying".

IN WITNESS WHEREOF the following signature(s) of the Owner or his duly authorized agent:

[Signature(s) on Following Page(s)]

By _____

STATE OF _____

CITY/COUNTY OF _____, to-wit:

The foregoing was acknowledged before me this _____ day of _____, _____, by

(enter names exactly as signed)

(for corporations - enter corporation name also)

Notary Public

Notary Registration Number

My commission expires: _____

By _____

STATE OF _____

CITY/COUNTY OF _____, to-wit:

The foregoing was acknowledged before me this ____ day of _____, _____, by

(enter names exactly as signed)

(for corporations - enter corporation name also)

Notary Public

Notary Registration Number

My commission expires: _____

By _____

STATE OF _____

CITY/COUNTY OF _____, to-wit:

The foregoing was acknowledged before me this ____ day of _____, _____, by

(enter names exactly as signed)

(for corporations - enter corporation name also)

Notary Public

Notary Registration Number

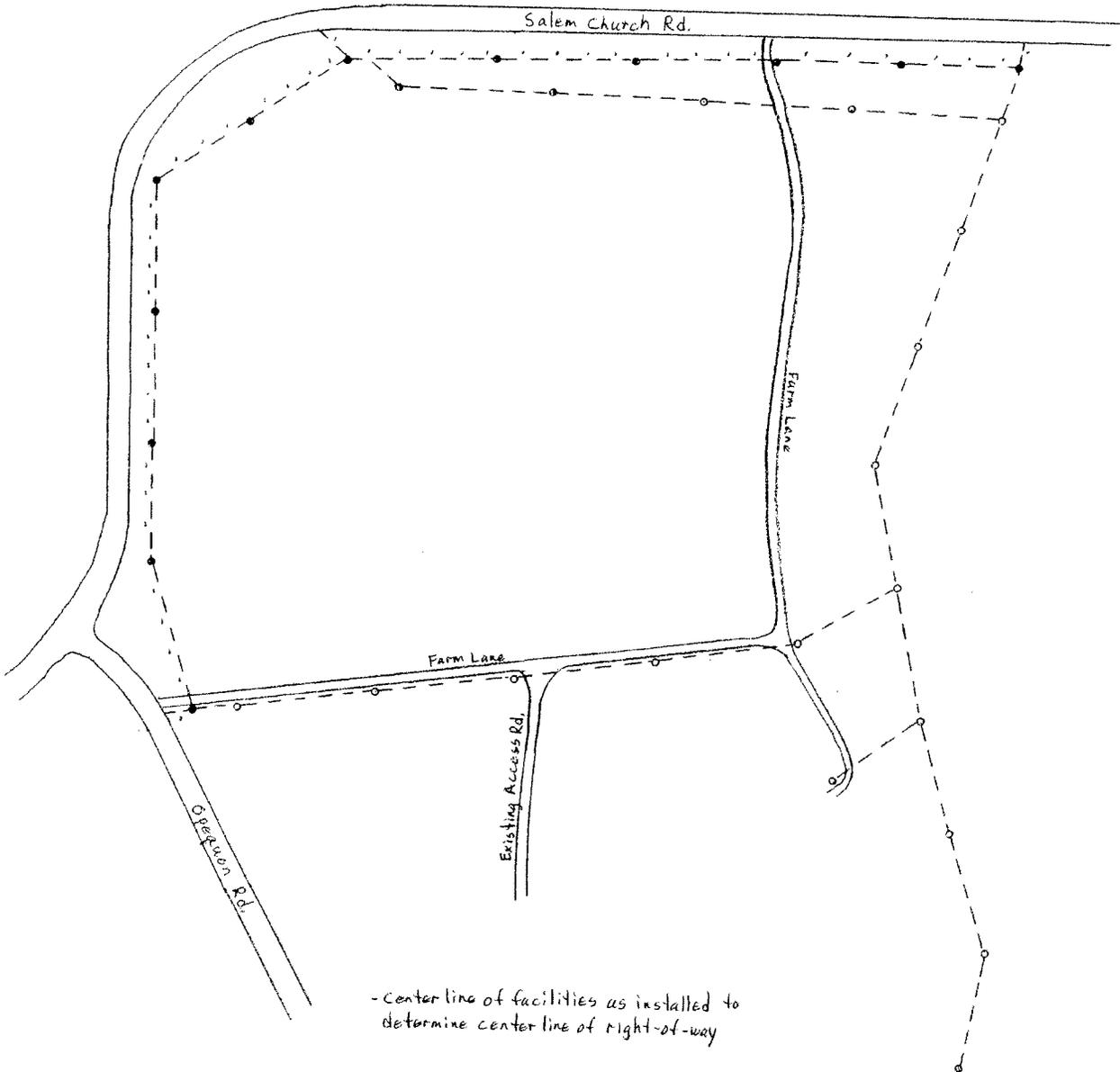
My commission expires: _____

Date 1/18/2012 Overhead Job # 282508
 Underground Job # N/A
Overhead (width) 30 ft. (15) ft. each side center line
 (width) _____ ft. (_____) ft. each side center line
 (width) _____ ft. (_____) ft. each side center line

I, (We), the undersigned, approve the right-of-way easement proposed on my/our property as to location, route, width, and clearing of trees and debris.

Landowners: (1) _____ Mag. Dist: White Post
 (2) _____ County: Clarke
 (3) _____ Tax Map: 12-A-17

Legend: Existing Overhead ----- to be removed.
 Added Overhead ----- and center line of proposed easement

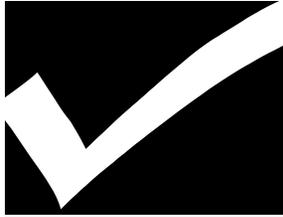


MEMORANDUM

TO: Clarke County Board of Supervisors, David Ash
FROM: Alison Teetor
DATE: February 15, 2012
SUBJECT: Request for Donation – Georgetown University

The Easement Authority has preliminarily approved the following easement Donation for acceptance. The Authority requests the Board of Supervisors to authorize the Chairman of the Board of Supervisors to execute deeds, easements, and other documents necessary to the transactions.

Georgetown: The applicant wishes to donate a conservation easement on 37.74 acres on the property identified by Tax Map# 26-((A))-112. The applicant had a request for a Special Use Permit denied by the Board of Supervisors and subsequent to the denial Georgetown filed suit in Court to have the denial overturned. The resulting settlement included placing the unimproved portion of the property (37.74 acres) in Conservation Easement and retiring 4 dwelling unit rights.



Personnel Committee Meeting
February 13, 2012, 9:30 AM
Second Floor, Conference Room AB
Berryville/Clarke County Government Center
101 Chalmers Court, Berryville, Virginia 22611

*Item
No.*

Description

1. Expiration of Term for appointments expiring through April 2012.

02/13/2012 Summary: The following are provided for Committee consideration:

- Northwestern Community Services recommends the reappointment of Robert Stieg, Jr. to serve a three-year term expiring December 31, 2014.
- Town of Boyce recommends the reappointment of Joseph Myer, Town of Boyce Representative, to serve a four-year term expiring December 31, 2015.

02/13/2012 Action: Personnel Committee recommends:

- Beverly B. McKay be appointed to serve a 3-year term expiring 3/31/2014 on the Berryville Area Development Authority.
- Kathy Smart be appointed to serve an open-end term on the Berryville Area Development Authority Comprehensive Plan Committee replacing Anne Caldwell, who resigned 5/18/2011.
- Joe Myer be re-appointed to serve a four-year term expiring December 31, 2015, as the Town of Boyce representative on the Clarke County Sanitary Authority at the request of Boyce Town Council.
- Clifford Nelson be re-appointed to serve a one-year term expiring April 30, 2013 as the Planning Commission representative on the Clarke County Historic Preservation Commission upon the recommendation of the Planning Commission.

Appointments by Expiration Thru April 2012

			Appt Date	Exp Date	Orig Appt Date:
<i>December 2010</i>					
Board of Social Services			4 Yr		
Melusen	Alan	2010 Chair	11/21/2006	12/15/2010	12/17/2002
Appointed by BOS; 2 Term Limit; Oath of Office Required - Clerk of Circuit Court; BOS appoints 3 qualified citizens of the county, 1 of whom may be a member of the BOS ; § 15.2-412.					

February 2011

Parks & Recreation Advisory Board			4 Yr		
White	Lawrence	Buckmarsh	12/18/2007	2/15/2011	2/15/1995
Resigned 2/15/2011 expires 12/31/2011					
(9) voting members on the Advisory Board. Six (6) members shall be appointed by the BOS to represent the 5 voting districts and 1 at large. The Superintendent of Schools or their designee shall serve on the Advisory Board. The Town Councils for Berryville, Boyce shall each appoint a representative to serve on the Advisory Board. The BOS shall also designate 1 member of the BOS to serve as a non-voting liaison to the Advisory Board. The Advisory Board will accept applications from high-school aged Clarke County residents and each year appoint two (2) to serve as non-voting members.					

March 2011

Berryville Area Development Authority			3 Yr		
Dunning, Jr.	A.R.	BOS - Appointed Member	12/16/2008	3/31/2011	12/16/2008
3 members appointed by the BOS and 3 members appointed by the BTC; Membership set by the County/Town Annexation Agreement of 1988					

May 2011

Berryville Area Development Authority Comprehensive Plan Committee			Open-End		
Caldwell	Anne		1/7/2008	5/18/2011	1/7/2008
Subcommittee of the BADA					

October 2011

Clarke County Industrial Development Authority			4 Yr		
Jones	Paul	Russell District	9/18/2007	10/30/2011	3/20/2007
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					

December 2011

Clarke County Sanitary Authority			4 Yr		
Myer	Joe	Town of Boyce	9/15/2009	12/31/2011	9/15/2009
The board of the Authority shall be appointed by the BOS and shall be composed of 5 members, 1 of whom shall be a resident of the Town of Boyce, each for a term of 4 years and until his successor is appointed and qualifies except appointments to fill vacancies, which shall be for the remainder of such un-expired term. The Town may submit a nominee or nominees to the BOS for its consideration in making the appointment of the Boyce resident member. From VA Code 15.2-5113 D) Alternate board members may also be selected. Such alternates shall be selected in the same manner and shall have the same qualifications as the board members except that an alternate for an elected board member need not be an elected official. Oath of Office Required.					

			<i>Appt Date</i>	<i>Exp Date</i>	<i>Orig Appt Date:</i>
Economic Development Advisory Committee			4 Yr		
Dunkle	Christy	Town of Berryville Rep	7/17/2007	12/31/2011	8/19/2003

Members of the committee should include one or more people from all key government and business groups such as planning commission, board of supervisors, school board, industrial development authority, town of Berryville, chamber of commerce, and key business sectors such as agriculture, banking, realty, light industry, retail and tourism. Membership not limited.

Northwestern Community Services Board			3 Yr		
Stieg, Jr.	Robert		11/28/2008	12/31/2011	2/21/2006
Fill unexpired term of Dr. Goshen; 1st Term 6/20/06 thru 9/30/09					
2 Clarke County Members; 2 Term Limit [AKA Chapter 10 Board]					

January 2012

Shenandoah Area Agency on Aging, Inc.			4 Yr		
Roper	Anthony	Sheriff	9/18/2007	1/31/2012	9/18/2007
10/11/2011 Term extended from 9/30/2011 to 01/31/2012 by request of SAAA Board					
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					

February 2012

Board of Septic & Well Appeals			4 Yr		
Blatz	Joseph	Citizen Member	1/15/2008	2/15/2012	
1 Staff Rep; § 143-11. Appeals & variances. A. Board of Septic & Well Appeals 2. (a) the member of the Board of Supervisors, who serves as the Board's liaison to the Planning Commission, with The Vice Chair of the Board designated as his/her alternate, (b) a Chair of Planning Commission with the Vice Chair designated as his/her alternate, and (c) a member of the public, who is a resident of the county with the Vice Chair of the Planning Commission designated as his/her alternate. All members shall be appointed by the Board of Supervisors at their first regular meeting of each year.					

April 2012

Clarke County Historic Preservation Commission			1 Yr		
Nelson	Clifford	Russell/Planning Commission Rep	4/19/2011	4/30/2012	11/4/2005
Section 3-E-3-d Zoning Ord "shall consist of at least 5 members not to exceed 7 members; Members shall be residents of Clarke County with a demonstrated interest in and knowledge of the historic character of Clarke County. Reasonable effort to appoint at least 2 members with professional training or equivalent experience in 1 or more of the following: architecture, architectural history, historic preservation, archeology, land use planning, or related fields. Reasonable effort to appoint at least 1 member that is a professional architect or architectural historian. At least 1 member shall be appointed from the Planning Commission upon recommendation to the Board by the Planning Commission. After the establishment of an Historic District, at least 1 member shall be a resident of a local Historic District."					

Clarke County Library Advisory Council			4 Yr		
Wolk	Susan		6/16/2009	4/15/2012	6/16/2009
10 Members and 1 BOS liaison					
Foster	Nancy		4/15/2008	4/15/2012	3/20/2001
Reappointed 3/16/04					
10 Members and 1 BOS liaison					

			<i>Appt Date</i>	<i>Exp Date</i>	<i>Orig Appt Date:</i>
Clarke County Planning Commission			4 Yr		
Bouffault	Robina Rich	White Post	1/17/2012	4/30/2012	1/17/2012

Appointed by BOS; Oath of Office Required - Clerk of Circuit Court; Section 1-C-2 of the Zoning Ordinance states: "The Planning Commission shall consist of eleven members, appointed by the Board. Members of the Planning Commission shall be residents of the County, with there being 2 residents of each of the Board Election Districts. In addition, 1 member of the Commission shall be a member of the Board. Members of the Commission shall be qualified by knowledge and experience to make decisions on questions of community growth and development. At least 1/2 of the members of the Planning Commission shall be owners of real property in the County."

Kreider	Scott	Buckmarsh / Battletown	3/15/2011	4/30/2012	3/15/2011
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Appointed by BOS; Oath of Office Required - Clerk of Circuit Court; Section 1-C-2 of the Zoning Ordinance states: "The Planning Commission shall consist of eleven members, appointed by the Board. Members of the Planning Commission shall be residents of the County, with there being 2 residents of each of the Board Election Districts. In addition, 1 member of the Commission shall be a member of the Board. Members of the Commission shall be qualified by knowledge and experience to make decisions on questions of community growth and development. At least 1/2 of the members of the Planning Commission shall be owners of real property in the County."

Steinmetz, II	William	Berryville / Berryville	4/30/2008	4/30/2012	3/18/2008
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Appointed by BOS; Oath of Office Required - Clerk of Circuit Court; Section 1-C-2 of the Zoning Ordinance states: "The Planning Commission shall consist of eleven members, appointed by the Board. Members of the Planning Commission shall be residents of the County, with there being 2 residents of each of the Board Election Districts. In addition, 1 member of the Commission shall be a member of the Board. Members of the Commission shall be qualified by knowledge and experience to make decisions on questions of community growth and development. At least 1/2 of the members of the Planning Commission shall be owners of real property in the County."

Clarke County Committee Listing

			<i>Appt Date</i>	<i>Exp Date</i>
<i>Berryville Area Development Authority</i>				3 Yr
Boyles	Jerry	White Post	4/1/2012	3/31/2015
Dunning, Jr.	A.R.	BOS - Appointed Member	12/16/2008	3/31/2011
Ohrstrom, II	George	Russell	3/16/2010	3/31/2013
<i>Berryville Area Development Authority Comprehensive Plan Committee</i>				Open-End
Caldwell	Anne		1/7/2008	5/18/2011
Hobert	J. Michael		1/7/2008	
<i>Board of Septic & Well Appeals</i>				4 Yr
Blatz	Joseph	Citizen Member	1/15/2008	2/15/2012
Staelin	John	BOS - Appointed Member	1/17/2012	12/31/2012
Teetor	Alison	Staff Rep		
Weiss	David	BOS - Alternate	1/17/2012	12/31/2012
<i>Board of Social Services</i>				4 Yr
Brown	Dwight	2010 Vice Chair	7/15/2009	7/15/2013
Byrd	Barbara J.	BOS - Appointed Member	1/17/2012	12/31/2012
Davis	Richard		5/20/2008	7/15/2012
Melusen	Alan	2010 Chair	11/21/2006	12/15/2010
Willingham	J. Lyndon		5/18/2010	7/15/2014
<i>Board of Supervisors</i>				4 Yr
Byrd	Barbara J.	Russell	1/1/2012	12/31/2015
Hobert	J. Michael	Chair, Berryville District	1/1/2011	12/31/2015
McKay	Beverly	White Post District	1/1/2012	12/31/2015
Staelin	John	Millwood/Pine Grove	1/1/2012	12/31/2015
Weiss	David	Vice Chair - Buckmarsh/Blue Ridge	1/1/2012	12/31/2015
<i>Board of Supervisors Finance Committee</i>				1 Yr
Byrd	Barbara J.	BOS - Alternate	1/17/2012	12/31/2012
Dunning, Jr.	A.R.	BOS - Alternate	1/18/2011	12/31/2011
Hobert	J. Michael	BOS - Appointed Member	1/17/2012	12/31/2012
McKay	Beverly	BOS - Alternate	1/17/2012	12/31/2012
Staelin	John	BOS - Appointed Member	1/17/2012	12/31/2012
Weiss	David	BOS - Alternate	1/17/2012	12/31/2012
<i>Board of Supervisors Personnel Committee</i>				1 Yr
Byrd	Barbara J.	BOS - Appointed Member	1/17/2012	12/31/2012
Hobert	J. Michael	BOS - Appointed Member	1/17/2012	12/31/2012
McKay	Beverly	BOS - Alternate	1/17/2012	12/31/2012

			<i>Appt Date</i>	<i>Exp Date</i>
Weiss	David	BOS - Alternate	1/17/2012	12/31/2012
<i>Board of Zoning Appeals</i>				5 Yr
Borel	Alain F.	White Post	1/20/2009	2/15/2014
Caldwell	Anne	Millwood	1/19/2010	2/15/2015
Kackley	Charles	Russell	2/12/2008	2/15/2013
Means	Howard	Millwood	12/14/2009	2/15/2016
Volk	Laurie	Russell	1/20/2009	2/15/2014
<i>Clarke County Historic Preservation Commission</i>				4 Yr
Baker	H.M.	Russell	5/19/2009	5/31/2013
Bieschke	John K.	White Post	4/21/2009	5/31/2013
Fields	Betsy	Berryville District	4/20/2010	5/31/2012
Gilpin	Thomas T.	White Post	5/18/2010	5/31/2014
Hiatt	Marty	Buckmarsh/Blue Ridge	6/19/2007	5/31/2015
Nelson	Clifford	Russell/Planning Commission Rep	4/19/2011	4/30/2012
<i>Clarke County Industrial Development Authority</i>				4 Yr
Armbrust	Wayne	Secretary/Treasurer	8/19/2008	10/30/2012
Cochran	Mark		10/18/2011	10/30/2013
Frederickson	Allan	White Post	12/15/2009	10/30/2013
Jones	Paul	Russell District	9/18/2007	10/30/2011
Juday	David	Vice Chair	12/21/2010	10/30/2014
Pierce	Rodney	Chair	8/19/2008	10/30/2012
Staelin	John	BOS - Liaison	1/17/2012	12/31/2012
<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	1/17/2012	12/31/2012
Curran	Christopher		5/16/2006	4/15/2013
Foster	Nancy		4/15/2008	4/15/2012
Hudson	Kathy		4/20/2010	4/15/2013
Kalbian	Maral		4/19/2011	4/15/2015
Meeks	Robert B.		4/19/2011	4/15/2015
Wolk	Susan		6/16/2009	4/15/2012
Zinman	Maxine		4/19/2011	4/15/2015
<i>Clarke County Litter Committee</i>				1 Yr
Staelin	John	BOS - Liaison	1/17/2012	12/31/2012
Teetor	Alison	Staff Rep		
<i>Clarke County Planning Commission</i>				4 Yr
Bouffault	Robina Rich	White Post	1/17/2012	4/30/2012

Friday, February 03, 2012

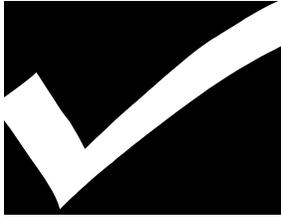
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			<i>Appt Date</i>	<i>Exp Date</i>
Brumback	Clay	White Post / Greenway	6/15/2010	4/30/2014
Caldwell	Anne	Millwood / Chapel; Vice Chair	4/21/2009	4/30/2013
Kreider	Scott	Buckmarsh / Battletown	3/15/2011	4/30/2012
McFillen	Thomas	Berryville / Berryville	5/1/2010	4/30/2014
Nelson	Clifford	Russell / Longmarsh	3/17/2009	4/30/2013
Ohrstrom, II	George	Russell / Longmarsh; Chair	4/19/2011	4/30/2015
Staelin	John	BOS - Appointed Member	1/17/2012	12/31/2012
Steinmetz, II	William	Berryville / Berryville	4/30/2008	4/30/2012
Thuss	Richard	Buckmarsh / Battletown	4/20/2010	4/30/2014
Turkel	Jon	Millwood / Chapel	9/15/2011	4/30/2015
<i>Clarke County Sanitary Authority</i>				4 Yr
Dunning, Jr.	A.R.	BOS - Authority Member	12/15/2009	1/5/2014
Jones	Harry C.	Secretary/Treasurer	6/17/2008	6/30/2012
Legge	Michael	Staff Representative		
Mackay-Smith, Jr.	Alexander	Vice Chair	12/15/2009	1/5/2013
Myer	Joe	Town of Boyce	9/15/2009	12/31/2011
Staelin	John	BOS - Alternate	1/17/2012	12/31/2012
Williams	Ian R.	Chair	11/18/2008	1/5/2013
<i>Conservation Easement Authority</i>				3 Yr
Buckley	Randy	White Post	1/1/2011	12/31/2013
Engel	Peter		12/15/2009	12/31/2012
Mackay-Smith	Wingate E.	Chair	1/1/2011	12/31/2013
Ohrstrom, II	George	Planning Commission Rep	4/20/2010	4/30/2013
Teetor	Alison	Clerk - Staff Representative		
Thomas	Walker	Fills unexpired term of Pat McKelvy	1/1/2011	12/31/2012
Wallace	Laure		10/18/2011	12/31/2013
Weiss	David	BOS - Appointed Member	1/17/2012	12/31/2012
<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
<i>County Administrator</i>				
Ash	David L.	County Administrator	3/19/1991	
<i>Economic Development Advisory Committee</i>				4 Yr
Barb	Jim	Real Estate Rep, Business Owner	11/17/2009	12/31/2013
Conrad	Bryan H.	Agriculture, Fire & Rescue	1/1/2011	12/31/2014

			<i>Appt Date</i>	<i>Exp Date</i>
Dunkle	Christy	Town of Berryville Rep	7/17/2007	12/31/2011
Dunning, Jr.	A.R.	BOS Rep, SA Rep, Business Owner	1/18/2011	12/31/2011
Hillerson	Jay	Business Owner	9/15/2009	12/31/2013
Milleson	John R.		8/16/2011	12/31/2014
Myer	Dr. Eric	Agriculture Rep, Business Owner	1/1/2011	12/31/2014
Pritchard	Elizabeth	Hospitality Industry	8/17/2010	8/31/2012
Staelin	John	BOS - Appointed Member	1/17/2012	12/31/2012
<i>Handley Regional Library Board</i>				4 Yr
Myer	Tamara	Town of Boyce	9/15/2009	11/30/2013
<i>Joint Administrative Services Board</i>				Open-End
Ash	David L.	County Administrator		
Hobert	J. Michael	BOS - Appointed Member	1/17/2012	12/31/2012
Judge	Tom	Staff Representative		
Keeler	Sharon	Treasurer		
Murphy	Michael	School Superintendent		
Schutte	Charles	School Board Representative	1/8/2012	12/31/2012
Weiss	David	BOS - Alternate	1/17/2012	12/31/2012
<i>Joint Building Committee of the Joint Government Center</i>				Open-End
Ash	David L.	County Administrator		
Dalton	Keith	Berryville Town Manager		
Kitselman	Allen	Berryville Town Council Representative		
Weiss	David	Board of Supervisors Representative	1/17/2012	12/31/2012
<i>Legislative Liaison and High Growth Coalition</i>				1 Yr
Hobert	J. Michael	BOS - Liaison	1/17/2012	12/31/2012
<i>Lord Fairfax Community College Board</i>				4 Yr
Lee	Barbara	Millwood / Pine Grove	3/18/2008	6/30/2012
<i>Lord Fairfax Emergency Medical Services Council</i>				3 Yr
Burns	Jason	Career Representative	5/19/2009	6/30/2012
Coffelt	Lee	Career Representative	9/27/2011	6/30/2014
Wagaman	Julie	Medical Professional	6/30/2010	6/30/2013
<i>Northern Shenandoah Valley Regional Commission</i>				1 Yr
McKay	Beverly	BOS - Appointed Member	1/17/2012	12/31/2012
Staelin	John	BOS - Alternate	1/17/2012	12/31/2012
Teetor	Alison	Citizen Representative	10/18/2011	1/23/2013
<i>Northwestern Community Services Board</i>				3 Yr
Harris	Lucille		12/21/2010	12/31/2012
<i>Friday, February 03, 2012</i>				<i>Page 4 of 6</i>

			<i>Appt Date</i>	<i>Exp Date</i>
Stieg, Jr.	Robert		11/28/2008	12/31/2011
<i>Northwestern Regional Jail Authority</i>				1 Yr
Ash	David L.	BOS - Appointed Member	1/17/2012	12/31/2012
Byrd	Barbara J.	BOS - Liaison Alternate	1/17/2012	12/31/2012
Roper	Anthony	Sheriff	1/1/2012	12/31/2015
Wyatt	James		1/17/2012	12/31/2015
<i>Northwestern Regional Juvenile Detention Center Commission</i>				1 Yr
Byrd	Barbara J.	BOS - Liaison	1/17/2012	12/31/2012
Wyatt	James		11/18/2008	12/20/2012
<i>Old Dominion Alcohol Safety Action Policy Board & Division of Court Services</i>				3 Yr
Johnson	Jerry L.		1/18/2011	12/31/2013
<i>Old Dominion Community Criminal Justice Board</i>				3 Yr
Johnson	Jerry L.		1/18/2011	12/31/2013
<i>Our Health</i>				3 Yr
Shipe	Diane		3/15/2010	3/15/2013
<i>Parks & Recreation Advisory Board</i>				4 Yr
Heflin	Dennis	White Post Rep	9/16/2008	12/31/2012
Hobert	J. Michael	BOS - Liaison	1/17/2012	12/31/2012
Huff	Ronnie	Town of Berryville Rep	1/1/2012	12/31/2015
Jones	Paul	At-Large	1/1/2011	12/31/2014
Lichliter	Gary	Russell Rep	11/18/2008	12/31/2012
McCall	Michael A.	School Board Rep		12/31/2004
Sheetz	Daniel A.	Berryville	5/18/2010	12/31/2013
Trenary	Randy	School Board Representative	1/5/2012	12/31/2012
White	Lawrence	Buckmarsh	12/18/2007	2/15/2011
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	1/17/2012	12/31/2012
Crawford	John		5/20/2008	6/30/2012
Weiss	David	BOS - Liaison	1/17/2012	12/31/2012
<i>Shenandoah Area Agency on Aging, Inc.</i>				4 Yr
Hudson	John		8/17/2010	9/30/2014
Roper	Anthony	Sheriff	9/18/2007	1/31/2012

			<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
Johnston	Charles	Staff Representative HPC	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
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
Weiss	David	BOS - Appointed Member	2/15/2011	12/31/2015



Board of Supervisors Work Session

February 13, 2012 10:00 am

Second Floor, Conference Rooms A & B

Berryville/Clarke County Government Center

101 Chalmers Court, Berryville, Virginia 22611

Item
No.

Description

1. Shenandoah Valley Workforce Consortium Agreement

02/13/2012 Summary: Sharon Johnson, Interim Director - Shenandoah Valley Workforce Investment Board, Inc., will be present to provide information and requests the Board's participation in the Shenandoah Valley Workforce Consortium Agreement.

02/13/2012 Acton: Sharon Johnson, Interim Director, made presentation in support of the County's participation in the Shenandoah Valley Workforce Consortium. The Board requested additional information regarding:

- a) Number of Clarke County residents receiving service,
- b) Organization's bylaws,
- c) Most recent audit,
- d) Current and proposed budget, and
- e) Any program plans and/or performance reviews.

Ms. Johnson agreed to provide the requested information. The Workforce Investment Board is seeking to have all localities agreement to participate no later than their March meetings.

2. Gas Line Capital Cost Contribution

02/13/2012 Summary: The revised summary of the capital cost contribution for the Senior Center / Active Living Center / Clarke County current High School is included in the packet. An analysis of Option 2 is currently under way.

02/13/2012 Action: The proposed cost of extending natural gas to the Senior Center / Recreation Center / Current High School was discussed. The Board requested an analysis of Option 2 to determine the viability of that option, as well as a response from the Clarke County School Board. An analysis of Option 2 is included in the 2/21/2012 packet for the Board's review. The Board recommended that, should we choose Option 1, we seek assurance from Washington Gas that there would be no need to remove or replace that portion of the line already installed should we later decide to proceed with Option 2 and to insure that any consumption commitments remain the responsibility of the respective parties.

3. IT Governance and Memorandum of Agreement Update

02/13/2012 Summary: The Joint Administrative Services Board recommends approval of the IT

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No.

Description

Governance and revised Memorandum of Agreement between Clarke County Board of Supervisors and Clarke County School Board.

02/13/2012 Action: Consensus was to approve the update with modifications clarifying that actions by the Joint Administrative Services Board were subject to review and approval of the Board of Supervisors and the School Board, and failing that approval, actions of the Joint Administrative Services Board would not become effective. The revised document incorporating these changes will be included in the 2/21/2012 meeting packet.

4. **Clarke County Convenience Center Update**

02/13/2012 Summary: Status, discussion and direction.

02/13/2012 Action: The Board discussed the site plan proposed for the Clarke County Convenience Center and asked that the County Administrator to prepare public presentation and operations budget for review at subsequent Board meeting.

5. **VDOT Route 636 Utilities Agreement – Adjustment of Sewer facilities affected by construction of Mosby Boulevard**

02/13/2012 Action: Subsequent to Board review, **Supervisor Staelin moved to authorize David Ash, County Administrator, to execute the agreement between County of Clarke and Commonwealth of Virginia, Department of Transportation for Adjustment of Sewer Facilities. The motion carried by the following vote:**

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

The document has been added to the Consent Agenda to insure ready access should we need to locate this document in the future.

6. **Southeast RCAP Letter of Support Request**

02/13/2012 Summary: Lauren Mason, Planning and Development Manager Southeast RCAP, is requesting a letter of support for their HOME application to Northern Shenandoah Valley Regional Commission. This program provides funds housing rehabilitation to low-income individuals, disabled veterans, and individuals transitioning home from long-term care.

02/13/2012 Action: Following discussion, David Ash was instructed to verify that the HOME Fund applications from Southeast RCAP and Phazz One Ministries, Inc. are not competing for the

Item
No.

Description

same funds as Help with Housing and People Inc.

7. Phazz One Ministries, Inc. Letter of Support Request

02/13/2012 Summary: Sandra Webster, Community Services Director - Phazz One Ministries, Inc., is requesting a letter of support for their HOME application to Northern Shenandoah Valley Regional Commission. This program provides funds to individuals fleeing domestic violence situations, those that have a substance abuse or mental health history, disabled veterans, displaced seniors, chronically homeless families, those exiting temporary shelters, long term care facilities and/or half-way houses, and those who are living "doubled up" with family or friends. Phazz One Ministries can provide assistance with Security Deposit, First Month's Rent, and Utility Deposits as needed. On a case-by-case basis, limited rental assistance can be provided on a short-term basis.

02/13/2012 Action: See Item 6 above.

8. Closed Session §2.2-3711-A3 – Disposition of Sale of Property

02/13/2012 Action: Supervisor Staelin moved to convene into Closed Session pursuant §2.2-3711-A3 Disposition of Sale of Property. The motion carried as follows:

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

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

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

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

CERTIFICATION OF CLOSED SESSION

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

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

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

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

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

No action was taken on matters discussed in Closed Session.

9. **Virginia National Golf Course / Regional Park Authority - Cool Springs Battlefield Park Status Update**

02/13/2012 Summary: Letter from Paul Gilbert, Executive Director – Northern Virginia Regional Park Authority included in packet.

02/13/2012 Action: Following review of the letter from Paul Gilbert, the Board instructed David Ash to add a presentation from Mr. Gilbert to the February 21, 2012 regular agenda evening session and requested that the meeting be conducted beginning at 7 pm in John H. Enders Social Hall.

10. **Status of Legislation Pending in the General Assembly**

02/13/2012 Action: The Board briefly discussed the status of legislation pending in the General Assembly. No action was taken.

Clarke

dash@clarkecounty.gov

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Shenandoah Valley Workforce Consortium Agreement

From : Sharon Johnson <sjohnson@valleyworkforce.com>

Fri, Feb 03, 2012 05:01 PM

Subject : Shenandoah Valley Workforce Consortium Agreement

 1 attachment

To : Dennis Burnett <dburnett@co.augusta.va.us>, bathadmn@tds.net, 'David Ash' <dash@clarkecounty.gov>, hcboard@htcnet.org, mbelton@pagecounty.virginia.gov, robert claytor <robert_claytor@co.rockbridge.va.us>, sam crickenberger <sam_crickenberger@co.rockbridge.va.us>, wvaughn@rockinghamcountyva.us, vpoling@shenandoahcountyva.us, dstanley@warrencountyva.net, bbrown@bvcity.org, kurth@ci.harrisonburg.va.us, jellestad@ci.lexington.va.us, Brian Shull <Brians@ci.harrisonburg.va.us>, gloveran@ci.staunton.va.us, hamiltonbw@ci.staunton.va.us, owensf@ci.staunton.va.us, hampmg@ci.waynesboro.va.us, Gregory Hitchin (HitchinGE@ci.waynesboro.va.us) <HitchinGE@ci.waynesboro.va.us>, citymanager@ci.winchester.va.us, fhogan@embarqmail.com, jscudder@bvcity.org, jriley@co.frederick.va.us

Cc : Joseph Paxton <jpaxton@rockinghamcountyva.gov>, Pat Coffield <pcoffield@co.augusta.va.us>, Douglas Walker <DWalker@shenandoahcountyva.us>, Jeff Stapel <jeff@shickel.com>, Robin Sullenberger <sullendx@CISAT.JMU.EDU>, Jeanian Clark <jclark@lfcc.edu>, sjohnson@valleyworkforce.com

Reply To : sjohnson@valleyworkforce.com

Elected Officials, City Managers, County Administrators, Economic Development Officials,

You are receiving this email because you attended or were invited to the Local Elected Officials meeting with the Shenandoah Valley Workforce Investment Board (SVWIB) January 6th in Staunton. At that meeting a Local Elected Officials Consortium agreement was introduced and the group identified a working committee to finalize an agreement. The working committee included Joe Paxton, Pat Coffield, Doug Walker and Sharon Johnson. After much discussion and many revisions, attached is the final version for your review and signature. The hope is to have all localities review and sign by the end of February and to schedule the first formal Elected Officials - SVWIB Consortium meeting in March.

Please let me know if you have questions. Also, feel free to contact Joe, Pat or Doug as your working committee representatives with questions. I will also be happy to meet with your councils, boards or other groups to discuss the role of the Workforce Investment Board, need for and role of the consortium, answer questions, etc. I've already scheduled several dates in February to meet with various locality groups. If this is something you would be interested in, let's work to get a date finalized that aligns with your regular meeting schedule.

Thanks and have a good weekend.

Sharon

--

Sharon Johnson ABD, M.Ed., CPLP, CPT, CWDP
Interim Executive Director
Shenandoah Valley Workforce Investment Board, Inc.
Director, Shenandoah Valley Energy Partnership
P.O. Box 869
Harrisonburg, Virginia 22803

540-649-4322 voice
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sjohnson@valleyworkforce.com



Shenandoah Valley Workforce Investment Area Consortium Agreement Final 02.03.12.doc

63 KB

**Shenandoah Valley
Chief Local Elected Officials
Consortium Agreement**

**Shenandoah Valley
Local Workforce Investment Area
(LWIA4)**

**February, 2000
Amended June, 2006
Amended February, 2012**

Consortium Agreement

Shenandoah Valley Local Workforce Investment Area (LWIA4)

*The purpose of this Agreement is to formalize the creation of the **Shenandoah Valley Local Workforce Investment Area, the Shenandoah Valley Chief Local Elected Officials Consortium, and the Shenandoah Valley Workforce Investment Board** in accordance with the CODE OF VIRGINIA, Section 9-329.1(H); Public Law 105-220, the Workforce Investment Act of 1998, Section 116-177; 20 CFR Parts 661.250, 661.270 and Policy Numbers 99-1 and 99-2 of the VIRGINIA EMPLOYMENT COMMISSION. It is Made and Entered into by and between Augusta County, Bath County, the City of Buena Vista, the City of Harrisonburg, Highland County, the City of Lexington, Page County, Rockbridge County, Rockingham County, the City of Staunton and the City of Waynesboro.*

This Agreement was amended in June 2006 to include the former members of the Northern Shenandoah Valley Workforce Investment Area, which are: Clarke County, Frederick County, Shenandoah County, Warren County and the City of Winchester.

WHEREAS, the respective Boards of Supervisors of the Counties of Augusta, Bath, Clarke, Frederick, Highland, Page, Rockbridge, Rockingham, Shenandoah and Warren, and the City Councils of the Cities of Buena Vista, Harrisonburg, Lexington, Staunton, Waynesboro and Winchester have adopted resolutions authorizing the execution of this Consortium Agreement;

NOW THEREFORE THIS AGREEMENT FURTHER WITNESSTH: That for and in consideration of the promises and of the mutual benefits to be derived hereunder, that each and all of the jurisdictions enumerated immediately above, do hereby reciprocally agree as follows:

SECTION 1: CREATION OF THE CONSORTIUM

THERE IS HEREBY CREATED, BY THE UNDERSIGNED Chief Local Elected Official of the Counties and Cities, the **Shenandoah Valley Chief Local Elected Officials Consortium** (Consortium), which shall exist under and be subject to the terms and conditions of this **Consortium Agreement** (Agreement), and which constitutes the agreement required by Section 15.1-21 of the Code of Virginia (1958) as amended, for the joint exercise of powers by participating political subdivisions of the Commonwealth of Virginia. The purpose of the **Consortium** shall be to plan, establish, and operate a Local Workforce Investment Area and Workforce Development Services Delivery System according to the provisions of the Workforce Investment Act of 1998 (Act), and the Federal Regulations issued by the U.S. Department of Labor, as amended, (Regulations) for the implementation of the Act together with any and all other subsequent and relevant federal and Commonwealth of Virginia statutes, policies and interpretations.

SECTION 2: AREA TO BE SERVED

The area to be served shall be known as the **Shenandoah Valley Local Workforce Investment Area (LWIA4)**, and shall include the jurisdictions of Augusta County, Bath County, the City of Buena Vista, Clarke County, Frederick County, the City of Harrisonburg, Highland County, the City of Lexington, Page County, Rockbridge County, Rockingham County, Shenandoah County, the City of Staunton, Warren County, the City of Waynesboro and the City of Winchester.

SECTION 3: STRUCTURE, DUTIES AND RESPONSIBILITIES OF CONSORTIUM

3.01: MEMBERSHIP

The voting members of the Consortium shall be the Chief Local Elected Official of each jurisdiction that is a party to this agreement, or that official's duly appointed designee. The Chair of the Shenandoah Valley Workforce Investment Board (SVWIB), or the Chair's duly appointed designee, shall serve as a voting member of the Consortium.

3.02: TERMS OF OFFICE

The term of office for a Consortium member or designee shall coincide with the member's term as chief elected official for the member jurisdiction.

3.03: OFFICERS

The Consortium shall elect from its membership a Chair, a Vice-Chair and such other officers as may be provided in the Consortium by-laws to serve for a term as may be prescribed in the By-Laws.

3.04: VOTING RIGHTS

Each member jurisdiction shall have one (1) vote on all matters considered by the Consortium.

3.05: MEETINGS

The Consortium shall hold meetings as prescribed in the By-Laws. A quorum is required for the Consortium to conduct business. A simple majority of the membership of the Consortium constitutes a quorum. Actions of the Consortium shall be approved by a simple majority of the members present at the meeting.

3.06: DUTIES AND RESPONSIBILITIES

A. The Consortium shall collectively perform the following functions established for the Chief Local Elected Official, as specified in Public Law 105-220:

- (1) Shall, at its annual organization meeting, designate a member jurisdiction to serve as local grant recipient for the WIA funds, and further may designate another entity to serve as fiscal agent for the Consortium;
- (2) Receive member nominations and make appointments of members to the SVWIB in accordance with State criteria. Each member jurisdiction of the Consortium shall recommend nominees and coordinate with other member jurisdictions to ensure appropriate geographic representation. Diversity considerations should be given when appointing members to the SVWIB to ensure racial, ethnic, and cultural diversity, as well as the diversity of individuals with disabilities from labor markets within the LWIA4;
- (3) Set policy for the local workforce investment system in partnership with the SVWIB;
- (4) Collaborate with the SVWIB to provide oversight of local Youth, Adult and Dislocated Worker programs and regional workforce development initiatives;
- (5) Approve the budget developed by the SVWIB;
- (6) Perform other duties as may be prescribed from time to time for Chief Local Elected Officials (CLEO) under the Act or as prescribed by the Commonwealth of Virginia; and,
- (7) Establish such by-laws and such other rules as it deems necessary to govern its operations.

B. In partnership with the SVWIB, the Consortium shall develop, approve and submit all workforce development plans for the LWIA4.

SECTION 4: THE SHENANDOAH VALLEY WORKFORCE INVESTMENT BOARD

The Consortium hereby establishes the **Shenandoah Valley Workforce Investment Board**.

4.01: APPOINTMENT OF MEMBERS TO THE SVWIB

A. The Consortium shall appoint at least two representatives from each of the following public sector categories to the SVWIB:

- (1) Local education entities, including adult education and literacy and postsecondary institutions;
- (2) Labor organizations;
- (3) Community-Based Organizations, defined as private non-profit organizations that are representative of the communities within the LWIA4 that have demonstrated expertise and effectiveness in the field of workforce development; and,
- (4) Economic Development agencies or organizations.

B. The Consortium shall appoint at least one representative from each category of required partner program members of the LWIA4 *One-Stop Center*, unless such category is otherwise represented on the SVWIB through an appointment as provided in paragraph 4.01 A.

C. The Consortium shall appoint a sufficient number of private industry members to the SVWIB to ensure that the total membership shall be comprised of at least a simple majority of private industry members. The Consortium shall appoint members in compliance with section 3 A ii. In order to maintain a majority of private industry members, it may be necessary for some jurisdiction members to have more than one private industry member. In determining the allocation of additional private industry members the Consortium shall consider the relative populations of the member jurisdictions and Sub-Regions.

4.02: INCORPORATION

The SVWIB shall take the necessary steps to be incorporated under the laws of the Commonwealth of Virginia as a private, non-profit corporation, and shall be subject to the provisions of the Virginia Freedom of Information Act, Chapter 21, Code of Virginia, 1987, as amended.

4.03: DUTIES AND RESPONSIBILITIES

The SVWIB shall perform such duties and responsibilities as required under the Workforce Investment Act and other laws and regulations promulgated by the Commonwealth of Virginia. The SVWIB shall carry-out its functions in a collaborative manner with the Consortium. The duties and responsibilities of the SVWIB include, but are not limited to:

- A. Establish such by-laws and such other rules as it deems necessary to fulfill its responsibilities under the Workforce Investment Act.
- B. Select eligible providers of services for adults and dislocated workers.
- C. Select eligible providers of youth services with consideration of recommendations from the Youth Council.
- D. Select training providers.
- E. Assist the Governor in developing a statewide employment statistics system.
- F. Link private sector employers with local and statewide workforce activities in collaboration with local offices of economic development and secondary education, and institutions of higher education.
- G. Hire staff as necessary, and as funding permits, to support the program of the SVWIB.
- H. Direct the disbursement of all funds dispersed under the ACT for the LWIA4 and the subsequent dispersion of such funds to designated service providers and/or subcontractors in accordance with the approved Workforce Development Plan.

I. Prepare and recommend the following for consideration and approval of the Consortium:

- (1) A local strategic workforce plan.
- (2) Selection of the One Stop Operator or a One-Stop Consortium
- (3) An annual local operating budget
- (4) Local performance measures for approval by the Governor
- (5) Candidates for a Youth Council to serve as a subgroup of the SVWIB
- (6) A youth work plan

J. Work collectively with the Consortium to monitor and evaluate all programs initiated under this agreement.

4.04: TERMS

Beginning with program year July 1, 2011, the term of appointment for SVWIB members shall be four (4) years, with terms ending on June 30 of the year the term ends. Members may be eligible to serve two full consecutive terms,

4.05: VOTING RIGHTS

Each SVWIB member shall have one (1) vote on all matters before the SVWIB. Members shall be present to vote and voting by proxy shall not be permitted.

4.06: OFFICERS

The officers of the SVWIB shall include Chair, Vice Chair, and Secretary/Treasurer. Each officer shall serve for one (1) year; and, may be eligible for re-election. Only private industry members shall be eligible for election to the office of Chair and Vice Chair.

4.07: MEETINGS

The SVWIB shall hold regular or called meetings at such times, dates, and places as may be established in the by-laws of the SVWIB.

SECTION 5: LIABILITY

5.01: LIABILITY

In accordance with the Workforce Investment Act, the Consortium shall be liable for any misuse of funds received under this agreement. Designation of a member jurisdiction or other entity as local grant recipient or fiscal agent does not relieve the member jurisdictions of the Consortium from liability for any misuse of WIA grant funds. Each consortium member jurisdiction shall be liable only for its share of any loss equal to its respective share of WIA funding.

5.02: INSURANCE REQUIREMENT

The Board shall procure and maintain *Directors and Officers Liability Insurance* sufficient to safeguard the Consortium, member jurisdictions, SVWIB officers and members, and SVWIB employees from errors, omissions, and misuse of funds received and held by the Consortium, its grant recipient, fiscal agent, and the SVWIB.

SECTION 6: TERMINATION

This Agreement shall be terminated upon the repeal of the Workforce Investment Act or successor legislation pertaining to Workforce Development or upon mutual consent of at least two-thirds (2/3) of the members of the Consortium.

SECTION 7: ADDITION TO/WITHDRAWAL FROM CONSORTIUM MEMBERSHIP

7.01: NEW MEMBERS

A political subdivision or municipal corporation of the Commonwealth of Virginia may petition the Consortium for membership provided that such local jurisdiction is part of the LWIA4, as designated by the Governor in accordance with the provisions of the Workforce Investment Act.

7.02: WITHDRAWAL

Any party to this Agreement shall have the right to withdraw from the Consortium after providing at least ninety (90) days written notification to the Consortium.

SECTION 8: AMENDMENT

This Agreement may be amended with the approval by resolution of the governing body of two-thirds (2/3) of the members of the Consortium.

SECTION 9: SEVERABILITY

If any of the provisions of this Agreement shall be found void or unenforceable for whatever reason by any court of law or equity, it is expressly intended that such provision(s) be severable and the remainder of the Agreement shall remain in force and effect.

SECTION 10: EFFECTIVE DATE

This amended Agreement shall become effective March 1, 2012.

This agreement is approved by the following member jurisdictions as authorized by Section 15.1-21 of the Code of Virginia (1958) as amended, for the joint exercise of powers by participating local government units of the Commonwealth of Virginia:

Augusta County Board of Supervisors

By _____

Title _____

City of Buena Vista, Virginia

By _____

Title _____

Highland County Board of Supervisors

By _____

Title _____

Page County Board of Supervisors

By _____

Title _____

Rockingham County Board of Supervisors

By _____

Title _____

City of Waynesboro, Virginia

By _____

Title _____

Clarke County Board of Supervisors

By _____

Title _____

Bath County Board of Supervisors

By _____

Title _____

City of Harrisonburg, Virginia

By _____

Title _____

City of Lexington, Virginia

By _____

Title _____

Rockbridge County Board of Supervisors

By _____

Title _____

City of Staunton, Virginia

By _____

Title _____

Frederick County Board of Supervisors

By _____

Title _____

Shenandoah County Board of Supervisors

By _____

Title _____

City of Winchester, Virginia

By _____

Title _____

The Shenandoah Workforce Investment Board at its meeting on _____, 2012 considered the duties and responsibilities outlined in this agreement and consents to perform such duties and responsibilities in accordance with this agreement.

Shenandoah Valley Workforce Investment Board

By _____

Title _____

Warren County Board of Supervisors

By _____

Title _____

Clarke

dash@clarkecounty.gov

± Font Size ▾

Evaluation Results - Clarke County

From : Tim K. Hockman <THockman@washgas.com>

Tue, Feb 07, 2012 04:06 PM

Subject : Evaluation Results - Clarke County

To : blevi@clarkecounty.gov, Mike Murphy <murphym@clarke.k12.va.us>, dash@clarkecounty.gov, tjudge@clarkecounty.gov

Gentlemen:

I wanted to get this information to you before I left for the day.

I have re-evaluated the project as follows:

Option 1 – Natural gas main from the existing 2" line at the northwest corner of D.G. Cooley ES to the rear of the old High School serving the Senior Center and the main meter at the old high school. With the adjusted route (and stopping at the main meter to the high school, putting the greenhouse in option2), we were able to reduce the required main footage by 805' (vs. the previous route). The result of the revised evaluation for this option results in a required monetary contribution in the amount of \$37,678.00

Option 2 – Natural gas main from the existing 2" line at the northwest corner of D.G. Cooley ES , southward behind the high school to Ramsburg Lane, then west along Ramsburg Lane to the animal shelter. This option requires an additional 1250' of main than the above option. This option would be providing natural gas service to:

- The Senior Center
- The main meter at the old high school
- Greenhouse at the old high school
- The county maintenance building (Ramsburg lane)
- The county animal shelter (Ramsburg Lane)

The result of the evaluation for this option results in a required monetary contribution in the amount of \$124,259.00

Please note:

I will be at our Springfield , VA office tomorrow for meetings, however, I will be back in my office on Thursday (2/9).

Tim Hockman

Project Coordinator

Washington Gas, Shenandoah Station

P.O. Box 2400

Winchester, VA 22604

(540)-868-7925

(540)-868-7930 fax

thockman@washgas.com

Option 2 Shares

Proration of Natural Gas Extension Option 2 Cost

02/14/12

Option 2 Cost to prorate 124,259

	Government Share	School Share	TOTAL
From Cooley to Current HS	37,678	0	37,678
From Current HS to Maintenance Facility	17,723	21,181	38,904
From Maintenance Facility to Animal Shelter	47,677	0	47,677
	103,078	21,181	124,259

Maintenance Facility Square Feet

Government Maintenance & Purchasing	4,100	45.56%
School Maintenance	4,900	54.44%
TOTAL	9,000	100.00%

Propane Usage

Maintenance Facility	6,484	44.93%
Animal Shelter	7,946	55.07%
TOTAL	14,430	

Incremental Cost to extend beyond HS 86,581

Initial Division by Propane Usage

Maintenance Facility	38,904
Animal Shelter	47,677
TOTAL	86,581

Secondary Division by JMF Sq Ft

Government Maintenance & Purchasing	17,723
School Maintenance	21,181
TOTAL	38,904

Notes:

1. Memorandum of Agreement states JAS space provided by BOS, so purchasing cost associated with Gov.
2. Could be argued Schools is picking up portion of Animal Shelter, but no actual construction costs available.

MEMORANDUM

TO: Clarke County Board of Supervisors and Clarke County School Board

FR: Joint Administrative Services Board

DT: 2/13/12

RE: *Information Technology Governance and Memorandum of Agreement Update*

BACKGROUND

In September of 2011 the Joint Administrative Services Board adopted a budget request to the Board of Supervisors for funding of an Enterprise Resource Planning System (ERP). This computer application would replace a number of systems currently in use, as well as automate certain functions now handled manually. It requires that information management systems be organized across departments and agencies. A study to determine the feasibility of such a system recommended the creation of a governance structure which could make decisions on policies and standards for this system as well as guiding its implementation.

Information technology governance has developed in public and private sector organizations to manage the increasing volume and variety of technology solutions adopted by organizations. Adopting common standards and policies for technologies increases efficiency, allows cross training, and reduces the burden on information technology staff. The JAS Board therefore recommends extending the concept of IT governance beyond the ERP system alone, to include other areas of common interest.

In November 2008, the Board of Supervisors and School Board had approved the Technology Collaboration Agreement, and although this agreement was never actually implemented, cooperation in the areas of phone systems, network switches, building security systems, and building environment control systems were pursued informally. Nevertheless, there have also been several opportunities lost, and it is now clear that much more can be achieved with a formal IT governance structure.

The attached amendment to the Joint Administrative Services Board assigns the Information Technology Governance function to the Joint Administrative Services Board as recommended in the Government Finance Officers Association study of March 2011. The Board would establish policies, adopt standards, oversee implementations of funded projects, and approve plans for information technology matters *when it is in the County's overall interest to do so*. The Board will choose its areas of involvement as occasions arise, and become involved when it has the capacity and opportunity to add value. Indeed, literature on the subject recommends that IT governance move slowly, and only where the benefits are clear and compelling.

There would be no structural change to the management of the Government and Schools respective IT operations. Rather, the advice of IT Directors and other managers will be regularly sought as standards and policies are created.

SCOPE

The scope of the Joint Administrative Services Board's involvement is likely to evolve over time with changes to technology, but the initial scope of its involvement is likely to be as follows:

Traditional Telephone Systems. The County has standardized on Avaya. It is distributed to all government buildings and several school buildings with plans to extend to the remaining school buildings. Involvement anticipated when extension or upgrade planned.

Handheld devices including PDAs, tablets, and cell phones, as well as associated "apps". These technologies are accelerating, and some involvement may be recommended to establish standards, but the issue has not arisen to date, so no involvement is anticipated at this time.

Radio Systems. The Government operates one system, and the Schools another. Discussion has occurred over issues of shared tower space, and providing school administrators with emergency channel access. Needs for system redundancy and a second tower site have been identified. JAS Board involvement is expected with the next year or so.

Building Environment Control Systems. A cooperative procurement was recently performed that could lead to the establishment of a standard for Government and School buildings over time. This would ultimately permit the Joint Maintenance Department access to all buildings using a single instance of software, a single maintenance contract, and simplified training of maintenance staff. This is an area where JAS involvement is anticipated in the future.

Building Security Systems. Camera systems of common design are installed at the current high school and middle school, and procurement is underway for installation at the new high school. Similar systems are designed for the Joint Government Center, and may be installed at the renovated circuit courthouse. Fire and access (burglar) alarms are also a part of this category. Some JAS review will be required with extensions and interconnection of the current systems.

Desktops, Laptops, and general purpose microcomputer applications. The case for standardizing hardware models and software versions is not as compelling as it once was. However, the IT Directors may still wish to make a case, if for no other reason than simplified maintenance and administration. There may, therefore, be some JAS involvement.

Duplication Equipment. Copiers, fax machines, scanners, printers, projectors, and multifunction machines are generally department and location specific. No involvement is foreseen.

Data Lines, Switches, Routers, Servers, and Network Interfaces. The IT departments have cooperated to establish a robust infrastructure based on common standards. Future JAS involvement here is likely, however, when the term of use for certain data lines expires, or if it is determined to be advantageous to virtualize applications on shared servers, or consolidate internet service providers.

Enterprise (cross-agency) data or application. In cases where multiple agencies are maintaining the same data, or where multiple agencies are utilizing multiple vendor applications designed for the same purpose, there would be involvement. This is the case with the budget proposal for the ERP system. Other examples would be citizen alert systems, work order systems, email systems, calendaring

systems, facility scheduling systems, etc.

Specialized (single agency) data and application. In cases where there is no data or application overlap, there would be no involvement by the JAS Board. This would include instructional software, 911 call system, voting machine software, etc.

Information Technology Security. Anti-Virus software, spam blockers, intrusion detection, firewalls, and data backup software may be suitable for the involvement of JAS, subject to the advice of the IT Directors.

Website development and maintenance. Like “specialized data and application”, above, there would appear to be no reason for JAS involvement at this time.

Document Management. The Government Finance Officers Association study highlighted the large volumes of paper documents across the Government and Schools, and the need for a system to organize and permit rapid retrieval of these documents. Such systems would especially benefit Pupil Personnel, Board Clerks, Social Services, and the Courts. It is likely to be in the County's best interest that the JAS Board become involved in planning a joint solution.

PLAN OF WORK

Should the governance structure be approved, the Joint Administrative Services would move forward as follows:

Cooperative Agreements with Quasi-independent Agencies. In addition to the Schools, Government, and Treasurer, who are represented on the Board itself, formal recognition of the IT governance authority of the JAS Board would be sought of the remaining Constitutional Officers (Circuit Court Clerk, Sheriff, Commissioner of the Revenue, Commonwealth's Attorney) as well as the Social Services Department, and the General Registrar. These agreements would require acceptance of the policies, standards, and decisions of the Joint Administrative Services Board, within the scope of activity outlined above, in exchange for inclusion of these agencies' technology needs in the planning, implementation, and funding recommendations of the Joint Administrative Services Board. For those who agree, the goal will be to ensure that better service is provided through this coordinated effort, than could be possible for these agencies working alone.

Refinement of Business Processes Based On Best Practices. As a prelude to the implementation of an ERP system, or for efficiency alone should the ERP request not be approved, the JAS Board should seek out the best business processes, and create policies that standardize these processes. Some examples:

1. Should leave be accounted for by the half-day, the hour, the half-hour, or the quarter hour?
2. Should pay be accounted for to the nearest hour, or half hour, or rounded up?
3. If job applications are to be accepted through the World Wide Web, should this be required?
4. Will payments of taxes, fees, and charges be accepted through the World Wide Web?

ERP Procurement. There has been a statewide effort to assist local governments in the highly technical task of designing a request for proposals for an ERP system that provides a maximum value solution. Studies of the subject were approved by the General Assembly in HB130 and HB645. The Virginia Association of Counties, the Virginia Municipal League, and the Governor's Office itself have been providing leadership in this area. Efforts are underway in the current session to provide tangible assistance to local governments. Should the ERP budget request be approved in Clarke the JAS Board will begin work on the development of the RFP, and the phasing of the implementation. A preliminary timeline would be as follows:

Task	Date
April 2012	ERP Budget Approved
August 2012	ERP Request for Proposals Released
December 2012	Contract for ERP System
December 2013	Financial Modules, Procurement, Assessment, Treasury, Utilities implemented
June 2014	Applicant Tracking, Time and Attendance, Personnel implemented
December 2014	GIS, Building Permits, Document Management, Work Orders implemented

REQUEST FOR ADOPTION OF MEMORANDUM OF AGREEMENT

The Joint Administrative Services Board requests approval of the following:

“Be it resolved that the Memorandum of Agreement signed in December 1993 between the Clarke County Board of Supervisors and the Clarke County School Board be amended in its entirety to update the document to conform to current practice, and to assign a new responsibility for information technology governance, as outlined in the attachment”.

Attachments:

Memorandum of Agreement Amendment

GFOA Study

ERP Budget Request

MEMORANDUM OF AGREEMENT
between
CLARKE COUNTY BOARD OF SUPERVISORS
and
CLARKE COUNTY SCHOOL BOARD
Amending in its Entirety
A Similar Agreement Dated 12/22/1993

PURPOSE:

The purpose of this Memorandum of Agreement is to detail the terms, conditions, responsibilities, and processes, to be agreed upon by the Clarke County Board of Supervisors and the Clarke County School Board that provide for the establishment, funding, direction and control of an Administrative Services office and the support staff and facilities necessary to provide services to the Board of Supervisors, the School Board, and any subordinate agencies or offices hereafter included.

DIRECTION AND CONTROL:

There is hereby established a **Joint Administrative Services Board** consisting of the following five persons:

1. A member of the Clarke County Board of Supervisors appointed by the Chairman of the Board of Supervisors.
2. A member of the Clarke County School Board appointed by the Chairman of the School Board.
3. The Clarke County Administrator.
4. The Superintendent of Schools.
5. The Treasurer of Clarke County.

The Joint Administrative Services Board shall meet as needed. The Board shall perform the following functions:

1. Employ and regularly evaluate a Director.
2. Establish policy and procedure.
3. Take action on matters brought before the Board.
- 4.
5. Develop and recommend any revisions and additions to this agreement determined to be necessary to ensure the continued fairness and viability of this office.
6. Perform the dispute resolution function established in the Consolidated Maintenance Management Agreement.
7. Provide Information Technology Governance, where determined to be in the best interests of the County, by adopting standards and best practices, approving plans and procurements, and making investment recommendations to the Board of Supervisors

and the School Board.

Decisions of the Joint Administrative Services Board shall be subject to review by the Clarke County Board of Supervisors and the Clarke County School Board. If a majority of members of either board votes an objection to an action within forty (40) calendar days of the meeting during which the action is reported, the Joint Administrative Services Board will reconsider the action. Otherwise, if both boards affirmatively approve such action at such time as it is reported or decline to vote an objection to the action within forty (40) calendar days, the action will stand.

Administrative supervision of the Director shall be provided jointly by the County Administrator and the Division Superintendent, who shall consult on a regular basis to ensure that the needs of the participants are met. Should the County Administrator and the Division Superintendent be unable to resolve any conflict in the various needs of the participants, the Joint Administrative Services Board shall decide upon the resolution of any such conflict.

Employees of the office shall operate under the personnel policies of the Clarke County Public Schools.

SCOPE OF ACTIVITIES:

The Joint Administrative Services office shall be responsible for providing services in the following areas:

- Budgets; budget analysis; forecasting
- Financial Accounting
- Accounts Payable
- Purchasing
- Payroll and Benefits
- Grants Management
- Insurance
- Information Technology Governance
- Coordination
 - Clarke County Sanitary Authority Administrative Support
 - Fiscal Agency Services, as assigned
 - Duties of School Board Clerk, as assigned

In addition, the office shall provide financial management and advice to such other agencies as may hereafter be included in this agreement.

The Director shall maintain a close working relationship with the County Treasurer and Commissioner of the Revenue, and shall upon request of either, offer such advice and assistance as may be appropriate, as determined by the Director or the Joint Administrative Services Board.

SEPARATION OF DATA – CONFIDENTIALITY

Information generated or compiled on behalf of a participating agency shall be maintained separate and apart from that of other participating agencies. All requests for internal information of an agency shall be directed to that agency's chief administrative officer and shall not be released without the knowledge and permission of the agency. All relevant laws related to confidentiality and privacy will be complied with, including those related to FERPA, witness protection, law enforcement, attorney-client privilege, protection of personnel information, etc.

FUNDING:

Funding for the office shall be determined mutually by the Board of Supervisors and the School Board and shall be in such amounts and in such proportion as may be agreed. Funding levels will be agreed upon annually and shall run concurrently with the fiscal year.

LOCATION OF OFFICES:

The Board of Supervisors and the School Board agree to provide such space as can be made available for purposes of this agreement, consistent with any changes recommended by the Director and adopted by the Joint Administrative Services Board. The Board of Supervisors agrees to provide permanent quarters for the office.

TERM OF AGREEMENT:

This agreement shall remain in full force and effect until superseded, or rescinded by either party. The Board of Supervisors and the School Board agree that any decision to terminate this agreement will be communicated in writing prior to adoption of the annual budget and that any termination will coincide with the end of the fiscal year.

This Memorandum of Agreement has been reviewed and is recommended for approval:

David L. Ash
County Administrator

Date: _____

Approved:

J. Michael Hobert, Chairman
Board of Supervisors

Date: _____

Dr. Michael L. Murphy
Division Superintendent

Date: _____

Janet Alger, Chairman
School Board

Date: _____

MEMORANDUM OF AGREEMENT
between
CLARKE COUNTY BOARD OF SUPERVISORS
and
CLARKE COUNTY SCHOOL BOARD
Amending in its Entirety
A Similar Agreement Dated 12/22/1993

PURPOSE:

The purpose of this Memorandum of Agreement is to detail the terms, conditions, responsibilities, and processes, to be agreed upon by the Clarke County Board of Supervisors and the Clarke County School Board that provide for the establishment, funding, direction and control of an Administrative Financial Services Office and the support staff and facilities necessary to provide ~~comprehensive accounting and financial management services~~ to the Board of Supervisors, the School Board, and any subordinate agencies or offices hereafter included.

DIRECTION AND CONTROL:

There is hereby established a **Joint ~~Financial~~ Administrative Services Board** consisting of the following five persons:

1. A member of the Clarke County Board of Supervisors appointed by the Chairman of the Board of Supervisors.
2. A member of the Clarke County School Board appointed by the Chairman of the School Board.
3. The Clarke County Administrator.
4. The Superintendent of Schools.
5. The Treasurer of Clarke County.

The Joint ~~Financial~~ Administrative Services Board shall meet ~~at least monthly, and as often as may be required in order to effect the establishment of this joint service office as needed.~~ The Board shall perform the following functions: interview and

1. Employ and regularly evaluate a Financial Services Officer, Director and thereafter shall
2. Eestablish and review policy and procedure;
3. review and forward recommendations of the Financial Services Officer; Take action on matters brought before the Board.
- 4.
5. ~~approve the establishment of support positions and the Financial Services Officer's recommendations for employees; Ddevelop and recommend any revisions and additions to this agreement determined to be necessary to ensure the continued fairness and~~

viability of this office.

6. Perform the dispute resolution function established in the Consolidated Maintenance Management Agreement.
7. Provide Information Technology Governance, where determined to be in the best interests of the County, by adopting standards and best practices, approving plans and procurements, and making investment recommendations to the Board of Supervisors and the School Board.

Decisions of the Joint Administrative Services Board shall be subject to review by the Clarke County Board of Supervisors and the Clarke County School Board. If a majority of members of either board votes an objection to an action within forty (40) calendar days of the meeting during which the action is reported, the Joint Administrative Services Board will reconsider the action. Otherwise, if both boards affirmatively approve such action at such time as it is reported or decline to vote an objection to the action within forty (40) calendar days, the action will stand.

Administrative supervision of the ~~Financial Services Officer~~ Director shall be provided jointly by the County Administrator and the Division Superintendent, who shall consult on a ~~regular~~ weekly basis to ensure that the ~~financial~~ needs of the participants are met. Should the County Administrator and the Division Superintendent be unable to resolve any conflict in the various needs of the participants, the Joint ~~Administrative~~ Financial Services Board shall ~~rule~~ decide upon the resolution of any such conflict.

Employees of the office shall operate under the personnel policies of the Clarke County Public Schools.

SCOPE OF ACTIVITIES:

The Joint ~~Administrative~~ Financial Services office shall be responsible for providing ~~accounting and financial management~~ services in the following areas:

- Budgets; budget analysis; forecasting
- Financial Accounting
- Accounts Payable/Receivable
- Purchasing
- Payroll and Benefits
- Grants Management
- Insurance
- EDP Hardware/Software Information Technology Governance
- selection and operation Coordination
- Clarke County Sanitary Authority Administrative Support
- Fiscal Agency Services, as assigned
- Duties of School Board Clerk, as assigned

In addition, the office shall provide financial management and advice to such other agencies as may hereafter be included in this agreement.

The ~~Director~~ Financial Services Officer shall maintain a close working relationship with the

County Treasurer and Commissioner of the Revenue, and shall upon request of either the Treasurer, offer such advice and assistance as may be appropriatedesired, as determined by the Director or the Joint Administrative Services Board.

PRIORITIES:

~~It is understood and agreed that both the County and the School Board have or anticipate vacancies in one or more positions currently assigned accounting/financial responsibilities. The highest priority of the Financial Services Officer shall be to support and maintain ongoing services and provide such assistance as is necessary to ensure continued operations and compliance with the law.~~

~~The Financial Services Officer shall review all current financial policies, practices and positions to ensure compliance with all regulations and laws. The Financial Services Officer shall develop and recommend adoption of policies and procedures or revisions to same when necessary for compliance.~~

~~The Financial Services Officer shall review all current data processing systems, programs, and personnel and shall recommend those enhancements, improvements, combinations and reassignments as may be needed to most effectively and efficiently manage the financial and accounting needs of the participants in this agreement.~~

SEPARATION OF DATA – CONFIDENTIALITY

~~It is the intent of this agreement to provide the most efficient and effective accounting and financial management system possible and acknowledged that combination of the various offices, equipment, and personnel may be required. However, the the extent possible, information generated or compiled on behalf of a participating agency shall be maintained separate and apart from that of other participating agencies. All requests for internal information of an agency shall be directed to that agency's chief administrative officer and shall not be released without the knowledge and permission of the agency. All relevant laws related to confidentiality and privacy will be complied with, including those related to FERPA, witness protection, law enforcement, attorney-client privilege, protection of personnel information, etc.~~

FUNDING:

~~The Board of Supervisors and the School Board agree to fund the initial operations of this office equally between the two Boards. A fiscal agent shall be mutually agreed upon by the Board of Supervisors and the School Board and the Financial Services Officer and new employees of that office shall be considered employees of the fiscal agent for purposes of employment reporting, fringe benefits, etc. It is expected that a common pay scale and personnel policies, acceptable to both the School Board and the Board of Supervisors, will be developed for employees of this office.~~

~~Future Ffunding for the office shall be determined mutually by the Board of Supervisors and the~~

School Board and shall be in such amounts and in such proportion as may be agreed. Funding levels will be agreed upon annually and shall run concurrently with the fiscal year.

LOCATION OF OFFICES:

The Board of Supervisors and the School Board agree to provide such space as can be made available for purposes of this agreement, consistent with any changes recommended by the ~~Financial Services Director~~ Officer and adopted by the Joint ~~Administrative Financial~~ Services Board. ~~The School Board agrees to provide office space, furnishings, and equipment for the office from start up through June 30, 1994.~~ The Board of Supervisors agrees to provide permanent quarters for the office, ~~as soon thereafter as possible.~~ It is agreed that the office will require the acquisition of space in order to effectively function.

TERM OF AGREEMENT:

This agreement shall remain in full force and effect until ~~supereeded~~ superseded, or rescinded by either party. The Board of Supervisors and the School Board agree that any decision to terminate this agreement will be communicated in writing prior to adoption of the annual budget and that any termination will coincide with the end of the fiscal year.

This Memorandum of Agreement has been reviewed and is recommended for approval:

David L. Ash
County Administrator

Dr. Michael L. Murphy ~~Dennis W. Kollison~~
Division Superintendent

Date: _____

Date: _____

Approved:

J. Michael Hobert ~~John D. Hardesty~~, Chairman
Janet Alger, Chairman ~~Chairman~~
Board of Supervisors

Dr. William A. Houek,
School Board

Date: _____

Date: _____

ADDENDUM
To the
Memorandum of Agreement
Between
~~CLARKE COUNTY BOARD OF SUPERVISORS~~
And
~~CLARKE COUNTY SCHOOL BOARD~~

[Adopted 4-4-1994]

PURPOSE: ~~The purpose of this addendum is to rename the Board and the title of its executive to better reflect the assigned scope of activities.~~

AMENDMENT: ~~This addendum hereby renames the "Joint Financial Services Board" the "Joint Administrative Services Board", renames the title "Financial Services Officer" the "Administrative Services Director", and establishes the title of the joint operation as "Clarke County Administrative Services".~~

~~This Memorandum of Agreement has been reviewed and is recommended for approval:~~

David L. Ash _____ Dennis W. Kellison
County Administrator _____ Division Superintendent

Date: _____ Date: _____

Approved:

John D. Hardesty, Chairman _____ Dr. William A. Houek, Chairman
Board of Supervisors _____ School Board

Date: _____ Date: _____

MEMORANDUM OF AGREEMENT
between
CLARKE COUNTY BOARD OF SUPERVISORS
and
CLARKE COUNTY SCHOOL BOARD
Amending in its Entirety
A Similar Agreement Dated 12/22/1993

County Admin

FEB 15 2012

Received

PURPOSE:

The purpose of this Memorandum of Agreement is to detail the terms, conditions, responsibilities, and processes, to be agreed upon by the Clarke County Board of Supervisors and the Clarke County School Board that provide for the establishment, funding, direction and control of an Administrative Services office and the support staff and facilities necessary to provide services to the Board of Supervisors, the School Board, and any subordinate agencies or offices hereafter included.

DIRECTION AND CONTROL:

There is hereby established a **Joint Administrative Services Board** consisting of the following five persons:

1. A member of the Clarke County Board of Supervisors appointed by the Chairman of the Board of Supervisors.
2. A member of the Clarke County School Board appointed by the Chairman of the School Board.
3. The Clarke County Administrator.
4. The Superintendent of Schools.
5. The Treasurer of Clarke County.

The Joint Administrative Services Board shall meet as needed. The Board shall perform the following functions:

1. Employ and regularly evaluate a Director.
2. Establish policy and procedure.
3. Take action on matters brought before the Board.
4. Develop and recommend any revisions and additions to this agreement determined to be necessary to ensure the continued fairness and viability of this office.
5. Perform the dispute resolution function established in the Consolidated Maintenance Management Agreement.
6. Provide Information Technology Governance, where determined to be in the best interests of the County, by adopting standards and best practices, approving plans and procurements, and making investment recommendations to the Board of Supervisors and the School Board.

Decisions of the Joint Administrative Services Board shall be subject to review and approval by the Clarke County Board of Supervisors and the Clarke County School Board. If a majority of members of either board votes an objection to an action within forty (40) calendar days of the meeting during which the action is reported, the decision of the Joint Administrative Services Board will not be effective. Otherwise, if both boards affirmatively approve such action at such time as it is reported or decline to vote an objection to the action within forty (40) calendar days, the action will stand.

Administrative supervision of the Director shall be provided jointly by the County Administrator and the Division Superintendent, who shall consult on a regular basis to ensure that the needs of the participants are met. Should the County Administrator and the Division Superintendent be unable to resolve any conflict in the various needs of the participants, the Joint Administrative Services Board shall decide upon the resolution of any such conflict.

Employees of the office shall operate under the personnel policies of the Clarke County Public Schools.

SCOPE OF ACTIVITIES:

The Joint Administrative Services office shall be responsible for providing services in the following areas:

- Budgets; budget analysis; forecasting
- Financial Accounting
- Accounts Payable
- Purchasing
- Payroll and Benefits
- Grants Management
- Insurance
- Information Technology Governance Coordination
- Clarke County Sanitary Authority Administrative Support
- Fiscal Agency Services, as assigned
- Duties of School Board Clerk, as assigned

In addition, the office shall provide financial management and advice to such other agencies as may hereafter be included in this agreement.

The Director shall maintain a close working relationship with the County Treasurer and Commissioner of the Revenue, and shall upon request of either, offer such advice and assistance as may be appropriate, as determined by the Director or the Joint Administrative Services Board.

SEPARATION OF DATA – CONFIDENTIALITY

Information generated or compiled on behalf of a participating agency shall be maintained separate and apart from that of other participating agencies. All requests for internal information of an agency shall be directed to that agency's chief administrative officer and shall not be released without

the knowledge and permission of the agency. All relevant laws related to confidentiality and privacy will be complied with, including those related to FERPA, witness protection, law enforcement, attorney-client privilege, protection of personnel information, etc.

FUNDING:

Funding for the office shall be determined mutually by the Board of Supervisors and the School Board and shall be in such amounts and in such proportion as may be agreed. Funding levels will be agreed upon annually and shall run concurrently with the fiscal year.

LOCATION OF OFFICES:

The Board of Supervisors and the School Board agree to provide such space as can be made available for purposes of this agreement, consistent with any changes recommended by the Director and adopted by the Joint Administrative Services Board. The Board of Supervisors agrees to provide permanent quarters for the office.

TERM OF AGREEMENT:

This agreement shall remain in full force and effect until superseded, or rescinded by either party. The Board of Supervisors and the School Board agree that any decision to terminate this agreement will be communicated in writing prior to adoption of the annual budget and that any termination will coincide with the end of the fiscal year.

This Memorandum of Agreement has been reviewed and is recommended for approval:

David L. Ash
County Administrator

Dr. Michael L. Murphy
Division Superintendent

Date: _____

Date: _____

Approved:

J. Michael Hobert, Chairman
Board of Supervisors

Janet Alger, Chairman
School Board

Date: _____

Date: _____



**GOVERNMENT FINANCE OFFICERS ASSOCIATION
THE RESEARCH AND CONSULTING CENTER**

**Clarke County, Virginia
March, 2011**

**Business Operations Analysis
Business Case Development**

**Financial, Human Resource, and
Other Administrative Systems**

Note: This is a privileged and confidential document between Clarke County, VA and the Government Finance Officers Association (GFOA). No part of this publication may be cited, reproduced, stored in a retrieval system, or transmitted in any form or by any means without prior consent from GFOA.

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INTRODUCTION

In December, 2010, Clarke County ("County") asked the Government Finance Officer's Association ("GFOA") to conduct an assessment of its business processes and supporting technology. The intent of this assessment was to address operational issues tied to perceived deficiencies in applications that support those operations. Namely, that the lack of integration across multiple systems and desktop tools was the proximate cause of process inefficiency, data errors, excessive manual efforts to manage information, and ultimately the inability to provide desired service levels to employees, vendors, and citizens.

GFOA and the County established specific goals for the Business Operations Analysis, including:

- understand current business processes at a level of detail sufficient to understand alternatives
- understand the current alignment between business and technology
- identify potential areas for business process improvement
- identify potential gaps between the organization's goals and future enterprise solutions.

To add value to the assessment, GFOA was also asked to provide an analysis of alternatives and a business case for a recommended plan of action. The business case is intended to provide the rationale for pursuing the desired solution(s) in both financial and operational terms.

To meet these objectives, GFOA conducted an on-site assessment of the applications and business processes of the County with the intention of defining alternatives and recommending a course of action to resolve operational issues with its current processes and systems. The outcome of that assessment and subsequent analysis is this report, which will highlight:

- The County's vision and major business drivers
- Analysis of the current systems
- Alternatives for the County to consider
- A recommended alternative and supporting business case

It is important to note that there are really three entities acting as stakeholders in this assessment - the County itself, the Clarke County School District, and Joint Administrative Services. For the purposes of this report, "County" typically refers to all three groups collectively. Where needed, the report specifies the entities individually.

Methodology

To complete the analysis, GFOA modified its standard "Needs Assessment" process. To obtain necessary information from the County and from various representative firms in the ERP market, GFOA completed the following activities:

Executive Visioning Session:

As part of GFOA's on-site kick-off, GFOA facilitated a discussion to obtain feedback from managers on the County's key business drivers and vision for the County. GFOA uses this information to set the overall direction for our analysis and recommendations. Our goal is to ensure that recommendations are in alignment with overall County direction.

Focus Group Sessions with County Departments:

Interviews were conducted with County departments to gain a better understanding on the use of current systems and to understand current challenges. Departments also shared critical business process requirements.

Technology Interview

In addition to the interviews of business users, GFOA interviewed the County and Schools Information Technology staff to identify the technology standards, issues, opportunities and risks related to the overall technology environment.

Market Research

To provide a basis for recommendations contained in this report, GFOA contacted a number of ERP vendors to get specific information on product offerings, implementation requirements, and price, as it related to the County's current situation.

THE COUNTY'S VISION FOR THE FUTURE

To begin the process of articulating a County-wide vision, we first need to identify major business drivers that describe conditions that the organization must target to be successful. Stakeholders offered the following:

- Eliminate department and function-specific "shadow" systems such as spreadsheets, databases, or manual reports and forms that staff use because the enterprise systems do not meet their needs
- Reduce duplicate data entry
- Simplify and standardize processes
- Reduce manual processing steps
- Eliminate multiple sources of the same data and information
- Need to provide user-friendly reporting tools
- Integrate the assessment/rate to revenue to financial reporting process
- Are current platform choices (AS/400, Linux, Open source software) the right solutions for our needs and capabilities?

These business drivers were validated with the focus groups, who added additional detail and examples.

The next part of our discussion turned towards identifying goals and objectives, or a vision of what a future computing environment should look like. This is an important step in order to ensure that recommendations and improvements are in alignment with stakeholder needs and values. During conversation, GFOA noted the following prevailing themes:

- **Focus on Governance** - The County and Schools are aware of the potential benefits of shared services between the entities, and indeed the Joint Administrative Services functions as a shared services mechanism in providing management services for both entities. Now, there is a desire to analyze and determine optimal information technology governance structures in a similar fashion. Should IT be operated separately between the County and Schools, fully combined, or combined for some functions and not others? How will IT be governed in prioritized if some or all services are shared? These are

important questions given the critical role that IT plays in supporting both planning and operational activities.

- **Process Automation** - There are many examples where automation could save significant time and produce more accurate results. Employee records and leave management, for example, are almost entirely manual, as are many processes outside basic financial transactions. Both the County and Schools would like to see more automation as a way to save time and money.
- **Best Practices** - As processes are potentially automated, there is a strong desire to investigate best practices, and to move towards process-driven rather than technology-driven operations. It is important to note that County stakeholders agreed that best practices needed to push towards consistency and transparency as well as meeting functional and regulatory needs.
- **System Integration** - Again, several examples were cited where the inability to share information across functions created inefficiencies, hampered productivity, and created errors in processing. As an example, revenue data from the Bright system must be manually rekeyed into the RDA Xpert system -- there is no real-time automated interface between the two systems. However, stakeholders were careful to point out that integration needed to be flexible, and to support the County and Schools business rules. Again, both the County and Schools envision a computing environment where data can be entered once and shared across functions, saving time by eliminating duplicate work, reducing errors, and increasing transparency and consistency
- **Access to Information** - In many cases, information is known to exist, but current systems configuration or poorly understood tools makes it difficult to access and analyze that information. In many cases, staff and stakeholders rely on other departments to provide information that they feel they should be able to obtain on their own. In some cases, security and internal controls are a significant constraint to increasing access and transparency in the current environment. As a result, there are significant delays in providing and accessing information, making it difficult to manage operations. Adding to that difficulty is a multitude of out of sync data sources, which creates questions about the validity of the information. The County's vision here is simple -- staff and stakeholders should have easy-to-use tools that provide immediate and secure access to the information they need to perform their job functions.

Any alternative that the County explores to resolve these issues and take advantage of opportunities will require a significant and ongoing commitment from the executive level to transform the organization. That commitment must include allocation of staff time to development and implementation of process change, willingness to explore new tools and techniques for both transaction processing and decision making, and even a financial commitment to the software tools and training that County and School staff need to perform their work at a high level. Without such executive support, the issues described above cannot be resolved, and the County's vision cannot be achieved.

Such commitment is no easy task. As in any organization, there will be competing priorities, resource constraints, changes in leadership and personnel, and any number of factors that can and do present barriers to success. There will even be pressures to abandon efforts that have been started but not finished. **To overcome those barriers, organizational leaders must remain committed to a vision of transformation.** Again, that commitment is vital regardless of the eventual paths that the County takes in addressing its business process issues.

ANALYSIS OF CURRENT SYSTEMS

In a nutshell, the County's current information systems infrastructure does not adequately support planning, operations, or reporting. To cope with this, employees have developed "shadow" systems and created additional manual processes to meet their information needs. As a result, the organization has become proliferated with systems that have limited or no integration to each other. County staff spends considerable time on manual data entry and re-entry and data reconciliation. This causes staff to spend more time managing data and less time managing their work.

In preparation for GFOA coming on-site, the County prepared an inventory of the current systems used to perform their daily activities. Exhibit 1 is a summary of the enterprise applications from that inventory (applications that support multiple departments or multiple business functions).

Exhibit 1: Clarke County's Existing Enterprise Applications

Name of Application	Platform	Purpose
Bright (BAI)	IBM AS/400	Tax and license revenue, Treasurer A/R and G/L, tax billing and management, development rights database
ESRI ArcGIS	Windows	GIS, Land Use, mapping
CAMRA (Stonewall Technologies)	IBM AS/400	Real Estate Assessment
Windoware (Superbase)	Windows	Building Department inspections and permits
Zimbra	Linux Server	Email, calendaring
Southern Software	Windows	Sherriff case management and 911 dispatch
RecTrac (Vermont Systems)	Linux Server	Program and class registration and cashiering
Xpert (Open RDA)	Linux Server/AIX	Core financials, purchasing, budgeting, personnel, leave management, utility billing
Pearson PowerSchool		School District administrative functions

In addition to the enterprise systems listed above, the State of Virginia requires the use of some function-specific systems, primarily to support reporting requirements. These systems include Health, Social Services, Courts, Transportation, Law Enforcement, Compensation Board, State Taxation and Voter Registration. Also, the School District supports dozens of different of instructional software packages, which are not included here

Included in Exhibit 1 are major systems the County purchased and implemented from software vendors for that particular business function. This list does not include the many side systems that are used to complete business tasks. In observing current systems, GFOA noticed that many processes relied heavily on Microsoft Excel to combine, analyze, and report on information from the primary systems. In some cases, staff used Excel to conduct relatively sophisticated analysis tasks using pivot tables and advanced Excel functions. This functionality however, is only

available after considerable effort by County staff to pull all of the necessary information into Microsoft Excel or a similar program.

The following provides an overall system assessment that highlights the major findings from GFOA's on-site focus group meetings and system observations. Detailed findings for each functional area are presented later in the chapter.

Major System Issues

Lack of Integration:

County staff spends an excessive amount of manual effort combining data from multiple systems to produce reports, provide decision support, and complete business tasks. A consistent theme throughout departmental interviews was the amount of required duplication of effort due to a lack of system integration. GFOA confirmed this issue during system observations. In almost all cases, staff was re-entering and then re-formatting accounting data to meet their needs.

Lack of Real Time Access to Information

Primarily due to lack of integration (see above), real time access to key information is not available throughout the County. When information is needed, staff must take the time to pull information from a number of sources and prepare reports. Additionally not all staff have access to management information. A number of staff commented that information is only available by asking someone else to provide it. Purchasing functions are particularly affected, as it is difficult to obtain the status of a purchase order without tracking it outside the system. Human Resource information is also difficult to obtain, however this is more due to lack of automation than lack of access to real time data.

Lack of Robust Reporting Capabilities

The County lacks robust reporting capabilities within its systems. Almost all reporting is done through the use of side systems (Microsoft Excel) excepting the monthly Account Manager report produced around the 10th of each month, which comes from the Xpert system. Producing reports is a very labor intensive process that makes it difficult to get information out of the system. Carryovers was one of the most frequently cited examples. CAFR (produced by the County's auditor) and the annual school report (entered on a State Excel spreadsheet) are further examples, requiring up to two months of extensive work to gather the data needed. To be fair, year end accrual processing impacts that time frame as well, irrespective of the lack of real time data or reporting capabilities.

Lack of Appropriate Controls

Many participants expressed frustration that budgeted funds and individual transactions could essentially be coded to different accounts or departments at will by others, because financial systems do not possess adequate controls or audit functions. Whether real or perceived, there is a strong feeling that the system lacks controls and commitment reporting to allow managers to adequately manage their budgets. The result is that managers are not convinced that their monthly reports are accurate, and they have little idea where they are against budget. By the end of the fiscal year, managers are conserving funds to protect themselves against going over budget, resulting in a high level of carryover activity and missed opportunities.

No Workflow

Many processes rely on manual processes or side systems. There is little to no built in workflow to automate business processes. For example, Treasury uses the Bright system and assessment

data and tax rates to calculate revenue, which is then passed to accounting staff for manual entry into Xpert. In another example, applicant data is manually reentered to create an employee file, and employee certifications and training are tracked in another spreadsheet – there is no single workflow process to manage employee records.

Analysis by Functional Area

GFOA conducted functional interviews with County and School staff to gain an understanding of current system and process issues. The focus group sessions lasted about 90 minutes each, and focused on topics such as:

- What are the key business processes of the group, and which are high, medium and low priority
- What information is needed to accomplish the goals of those processes
- What tools/systems are used to provide that information
- How well do the tools/systems do that
- What issues and opportunities are present within the function
- To what degree do staffing and organizational issues impact the function

Key business processes and issues/opportunities with systems dominated most of the discussions, which were well attended with thoughtful commentary from a broad perspective. Below is a short analysis of each functional area that GFOA met with during on-site focus group meetings.

Finance and Administration

Summary

The primary accounting system is the Xpert system from Open RDA, although the Bright system for revenue was discussed in this group as well. As with most groups, Excel plays a prominent role in both transaction processing and information tracking, and is a primary source of data and reports.

This group highlighted several issues, including lack of user-friendliness, lack of real time data, excessive duplication of effort through re-keying of information, difficulty with reporting and budgeting, and too much paper.

The organizational impact here is large. GFOA asked focus groups members to estimate the time spent on various activities that are directly related to system capabilities. GFOA then combined those estimates with its own observations, and concluded that approximately 120 hours of non-value added activity occur in this group each month. Below are some examples:

- 10 hours on reconciliation and syncing of systems (this can actually go significantly higher during budget and annual reporting cycles)
- 40 hours on Excel spreadsheet functions that are required due to lack of system functionality, especially in personnel budgeting for the Schools
- 20 hours on follow up reporting needs from managers who are unable to access data or generate reports themselves
- 20 hours on management of paper processes for school billing
- 30 hours verifying data

Analysis and Recommendations

The issues discussed in this group are almost entirely related to the system, and much less so to poor processes or inadequate staffing. In fact, staff have created some very sophisticated tools to maneuver around system limitations.

Should the County move ahead in replacing these systems with an integrated solution, there would likely be nearly immediate gains in efficiency in this area through elimination of rekeying data and reconciliation activities. Deployment of reporting tools would follow a more traditional productivity curve, where there is a short term drop off in productivity followed by a long term gain in time savings.

GFOA's primary concern with new technology in this group is not the technology itself or modified processes, but change management. Users and staff will be hard-pressed to let go of spreadsheet-based tools and processes that have been developed and refined over time. A solid change management program will be critical to moving this group forward with any new software that the County may elect to pursue.

Purchasing, Accounts Payable, Fixed Assets, Vendor Maintenance

Summary

Xpert and Excel are the primary supporting technologies for this group. It is important to point out that JAS staff can use Xpert to process payables, but department staff and account managers have limited to no access to that system and information. Similarly, Purchasing staff are able to generate and manage PO's, petty cash, etc., but department staff and account managers again have limited or no access to these systems.

As a result, staff are forced to create numerous spreadsheets to track expenditures. Over time, these become out of sync with Xpert as account code changes and error corrections are made on individual transactions in Xpert. GFOA estimates that this issue alone accounts for 150 to 200 hours of non-value added reconciliation time across the County and Schools. Maintenance is required to track expenditures at the building level, which requires yet another set of spreadsheets, adding up to another 120 to 150 hours of non-value added activity.

While lack of access to the system of record is an issue, this group also mentioned that lack of real time integrated data was a problem as well. Purchasing and all departments are forced to keep spreadsheets to track purchase orders that are in process because the system cannot tell them up-to-the-minute status of purchasing and payable transactions. Related issues include:

- Cannot prepay for services or events, sometimes forcing the payment of fees for late payment or late registration
- Can only process payments twice per month
- Difficulty tracking vendor demographics
- Inability to quickly respond to vendor calls -- there is no or limited access to order history
- Commitment tracking is entirely manual
- There is no interface between receipts in one system that are to be applied to expenditures in another. For example, if a percentage of School building use fees are supposed to be allocated to maintenance activities, then that is either not tracked at all or tracked entirely manually outside the system. The Sheriff's office reported similar issues.

There are also significant process-related issues in this area. Vouchers can take up to a week to process, and staff have been known to physically walk paperwork through the building to expedite signature approvals. Interoffice mail is used to move forms between process steps,

which is slow and not always reliable. There is a large amount of last-minute invoice processing immediately prior to check runs, which introduces the possibility of further errors. There is widespread confusion about what is required for small fixed asset purchases.

Analysis and Recommendations

While integrated technology would certainly help alleviate excessive manual effort in this area, it would benefit even more from process improvement and automated workflow. Simplifying business rules and processes, then deploying automated workflow tools would resolve the vast majority of issues that this group is dealing with. Once they have become acclimated to those tools, the County and Schools would likely see significant improvement in vendor relations, timeliness, and accurate reporting.

Assessments, Accounts Receivable, Cashiering, Banking, Utility Billing

Summary

Parks and Recreation uses a department-specific system called RecTrac (Vermont Systems) which is a popular package in local governments for Park and Rec program management. County staff using this system expressed a high degree of satisfaction with it. CAMRA is used for assessments, and there is an interface from it to the Bright system that appears to be working well. Bright is used for tax, fee, and license revenue tracking. Xpert is used for Utility Billing, and there are numerous spreadsheets for grant management, monthly reconciliations, and information tracking.

The largest issue in this group is simply lack of system functionality. Users cannot see each other's notes on a given parcel, transaction, or individual, and there is no planning function for out dates (activities that need to occur within a certain amount of time from a given transaction date). Staff reported that the "green screen" nature of the personal property part of the system was difficult to use, and it can sometimes be difficult to track more complicated transactions, such as applying grant funds to multiple areas. Similarly, the system reports provided by the Bright software are sometimes difficult to interpret and do not meet many user needs.

The Utility Billing module is a bit more problematic, as the system works on a modified accrual basis while Treasury is on a cash basis for accounting. This tends to add time to the reconciliation process. Users cannot see property owner information when they need it, which also adds time to processing bills and payments. Finally, the system is driven off a group of tasks that must occur in a certain order and timeframe at the first of each month. If any of those steps are missed or done improperly, this can create significant issues in reconciliation.

Schools have their own software for managing transactions at the building level, but there is no automated interface to Treasury. If staff need to generate a report or need other information (outside of School Activity Funds), they must contact Treasury to get it.

Analysis and Recommendations

The revenue modules and systems are generally more responsive and less problematic than on the disbursement side, but an upgrade in functionality would definitely benefit staff. Utility billing and reporting would see the most impact, but integrating the individual receipting processes with a central accounts receivable/general ledger module would be beneficial to all parties as well.

In terms of time and dollar savings, there is perhaps 20 to 40 hours of non-value added activity occurring in this area each month, largely from manual rekeying of data due to lack of integration, some additional reconciliation steps, and reporting.

Payroll, H/R, Applicant Tracking, Leave Mgmt, Benefits Admin, Retirement

Summary

Functions in this area are almost entirely manual or on spreadsheets with the exception of payroll processing, which is done in an Xpert module. In some cases, state processes or software is accessed (retirement, pension, state compensation board). One other exception of note is that the Schools use the AESOP system for leave management and substitute teacher functions.

The payroll process (time entry, validation and error correction, pay generation, and reporting) is cumbersome at best, requiring several days to gather paper, two days to key in data, time and other transactions, and three days to actually generate the payroll. Most of this is accomplished by a single individual.

Leave transactions are handled in Xpert as well, but do require some manual intervention. The Schools handle leave within AESOP, but then this is rekeyed in to Xpert. The County manages leave and leave liability on an Excel spreadsheet. It is suspected by staff that there are significant errors in leave liability calculations, although it is virtually impossible to prove without an automated system to provide such an analysis.

Although Xpert manages some position control and benefits data, applicant tracking, hiring, and employee records are all entirely manual and are not consistent across the County. Social services uses a state-provided program, schools have various programs to manage employee records, and the County does it on paper and spreadsheets. Although transaction volume is low in these areas, there are major concerns about the quality of the data and the amount of time spent creating and validating it. GFOA estimates that about 60 to 80 hours of time each month could be saved through increased automation of Human Resource functions.

Analysis and Recommendations

In GFOA's opinion, this area presents the greatest need and potential benefit for the County. In addition to savings from automating manual functions, the County is exposed to a high level of risk due to the lack of reliable employee data and automated personnel processes. Should the County face an employment related legal issue, there is significant risk that required data would either not be available, or would be found inaccurate. The inability to accurately calculate leave liability creates a clear financial risk, and it is likely that further investigation would find additional financial risks.

Payroll processing could likely be shortened by two to four days with more advanced software, and employee self-service functions could save an additional two to four days of time each month.

Finally, it should be noted that the County's use of older technology and reliance on manual processes and spreadsheets does have an impact on hiring and retention. It will become increasingly difficult for the County to attract and retain quality staff if systems and tools are not updated. This is not to say that the County should strive to always have the best available software at any price, but investment in tools and processes can have a positive impact on managing labor costs.

Fleet, Work Orders, and Inventory Control

Summary

School bus maintenance is scheduled and tracked manually, as are inventory and supplies. Route scheduling is automated through software from Trapeze, and work orders will be managed

through SchoolDude facility maintenance software. It is hoped that SchoolDude will be eventually be used for inventory tracking and energy management as well.

Non-warranty work on buses could be reduced if the County purchased diagnostic equipment that would eliminate the need to go to Highway Motors for such work. Costs for this are estimated at \$3800, although there has not been an analysis of expected savings over time from such a purchase.

The route scheduling software is problematic, as there has been little training on it and the system itself is not user-friendly. Staff are considering investigating alternatives and determining costs to make a budget request.

SchoolDude replaces an entirely manual work order system, and should allow for better closeout procedures, improved communications, generation of preventative maintenance schedules, and support for a host of other maintenance functions. Although inventory tracking will also eventually move to SchoolDude, Maintenance staff keep as little inventory as possible because they can get materials and supplies fairly quickly.

Energy management systems are unique to each building, including the new high school. About one day per month could be saved on copying and faxing if the County were to pursue a unified energy management solution for all buildings.

Facility scheduling is a largely manual process. Once school or County approval is received, Maintenance ensures that light, heat and custodial services are arranged. Schools and County have their own requirements for employee staffing for such uses.

Security systems use camera and DVR technology with motion detection, all of which are working relatively well. There is a need for a regular maintenance schedule and a backup plan for this equipment, and there is some desire to increase camera coverage to buses and other facilities.

Analysis and Recommendations

The introduction of SchoolDude should hopefully resolve the largest operational issue here, which is simply automating a highly paper-intensive manual process for maintenance activities. Time savings here could be applied to increased planning and more effective scheduling of preventative maintenance work, which would benefit both the County and Schools in the long run.

Enterprise software such as an ERP system will also feature work order and inventory modules, but such modules will likely be more expensive and potentially less functional than what Maintenance has now. Unless integration of work orders with financial reporting becomes a larger issue, it may make sense for the County to leave this area out of scope for an initial deployment of any ERP system.

Information Technology - Infrastructure

Summary

For Information Technology (IT), GFOA focused more of the discussion on the infrastructure, organization, staffing and processes that support functional operations, and less on the operations themselves.

The County and Schools IT functions appear to have a good working relationship with some shared functions and infrastructure. The County manages about 80 desktops and laptops (including the Sheriff's department) and Schools have about 1200. The County's data center has seven servers not including the Sheriff's server. The Schools have about 25 virtual servers with a domain controller at the high school. A fiber optic backbone connects all the County and School facilities, with the exception of one elementary school served by a fractional T1 line. The County and Schools also share a storage area network (SAN).

Desktops and laptops in both the County and Schools are out of date, with the County striving for a four year replacement cycle with an actual replacement cycle of up to six years or more. The Schools do not have a formal replacement schedule, but the desktop/laptop environment is out of date there as well. The impact to the County is that while these machines are more or less still functional, they are slower, do not support all user needs, and take more time to maintain and service. Similarly, peripheral devices such as printers are older and require additional time for maintenance and service activities.

In terms of support, the County has a much smaller user base, and is able to provide desktop and user support on a fairly informal basis. The Schools use a program called TrackIT for help desk management. Because of the larger user base and heavier Internet usage, coupled with older machines, the Schools have more issues with viruses and other malware than the County. Also, the instructional environment is unique, and the Schools sometimes struggle to efficiently maintain both instructional and administrative environments without impacting operations.

Staffing of the IT function at both the County and Schools is largely focused on system administration tasks and desktop/user support. There is little planning, business analysis, or application development activity, with vendor support being used for at least some of those functions.

There is increasing demand on IT staff as individual departments and schools add technology to their operations. In these cases, purchase and installation of even small packages creates a support need within IT, and as the level of such activity increases, IT staff find that their role is largely focused on support. Schools have designated teacher positions to assist with technology support, but there is virtually no time allotted for those support activities. The result is increased demand on the central IT staff, as there is virtually no assistance available at the building level.

For enterprise applications, the Bright system is the most difficult to support because of the AS/400 platform. Printing interfaces are notably difficult to maintain. The Xpert system is Linux-based, but is poorly architected from an old DOS structure. The impact to the County is that the Xpert system cannot scale very well (i.e. add users or functions) and probably needs to be rewritten.

The Schools use AESOP for substitute tracking and leave management, and the biggest issue here is lack of integration with other systems. Zimbra supports email and calendaring, with archiving of emails being the biggest concern. Other enterprise applications include the County website, which is supported by IT for content as well as site maintenance. The Schools have their own web server and several websites, although they are trying to consolidate some of these. Again, IT provides most of the support for these websites, as users either do not have the administrative training required or have forgotten it.

Analysis and Recommendations

The IT function at the County and Schools is typical of local governments, in that there is a reasonably stable infrastructure with older technology at the desktop, supported by staff who are more focused on maintenance than planning or analysis. Growth in department-specific applications puts additional strain on IT resources for support and integration, and takes the IT function further away from playing a more strategic role in the organization.

Should the County and Schools pursue an ERP solution, the infrastructure (data centers, servers, network equipment, fiber connectivity) will likely be sufficient to support a new platform. However, there may be a need to take an inventory of desktops, laptops and printers to ensure that end users have sufficiently new machines to take advantage of new software.

From a staffing perspective, an ERP solution would likely be vendor supported unless the County and Schools are willing to add permanent full-time staff. In fact, the County and Schools may wish to investigate hosted solutions as a way to mitigate the impact of new software on IT staff. Regardless of ERP direction, the County and Schools should understand that current staffing levels are basically adequate for day to day support, but very little beyond that. As such, there is potential to significantly increase the value of IT to the entire County if additional positions can be approved in IT. This is discussed further in the next section.

Information Technology - Governance

Summary

As discussed in the executive summary to this report, there is keen interest in finding an optimal County-wide IT governance solution, given that the absence of such a governance structure is at least part of the reason for lack of systems usage in the departments and subsequent information silos and lack of data integration.

Organizationally, there is a Technology Services Collaboration Agreement between the County and Schools, dated December 15, 2008, that outlines the joint creation of an Information Technology Oversight Committee, and the role that such a committee should play. The agreement recognizes that there is efficiency and cost savings in collaboration, while also recognizing that there is a need to retain independent oversight for some applications. IT staff from both the County and Schools indicated that no such oversight committee was functioning at this point.

In terms of long range planning, the Schools have developed an IT Strategic Plan, while the County has not. The Schools plan focuses on how technology can help the School District meet its mission to maximize student learning opportunities, support teachers, and engage the community, among other items. The plan works well to outline issues, ideas for moving forward, and above all, alignment with the District's overall goals and objectives. Importantly, the plan goes into some detail regarding specific activities and projects to move the School District forward, and specific measures for evaluating progress. Overall, GFOA believes that this plan is an exemplary one, and hopes that the School District will continue to evaluate itself and update the plan on a regular basis.

In terms of systems and functions, GFOA observed that the County and Schools execute similar activities, but with slightly different measures, tools and focus. For example:

- Websites – the County and Schools each maintain their own websites, but the County tends to funnel content management through IT, while the School District tries to push content management out to the individual schools (not always successfully).
- Help Desk – the Schools use TrackIT to help manage help desk requests, while the County does not have a formal tool due to significantly lower volume of requests
- Desktop Replacements – The County has a four-year replacement cycle that is not always followed, while the Schools have no formal schedule per se. As a result, there are some desktop computers at the Schools that are as much as seven years old, and maintenance of those machines is cumbersome and time consuming.
- Computing Infrastructure – The County and Schools have worked together to jointly implement a storage area network (SAN) to support computing growth for both entities. However, the Schools have a much higher number of machines and significantly more Internet activity, and therefore are more exposed to malware than the County.

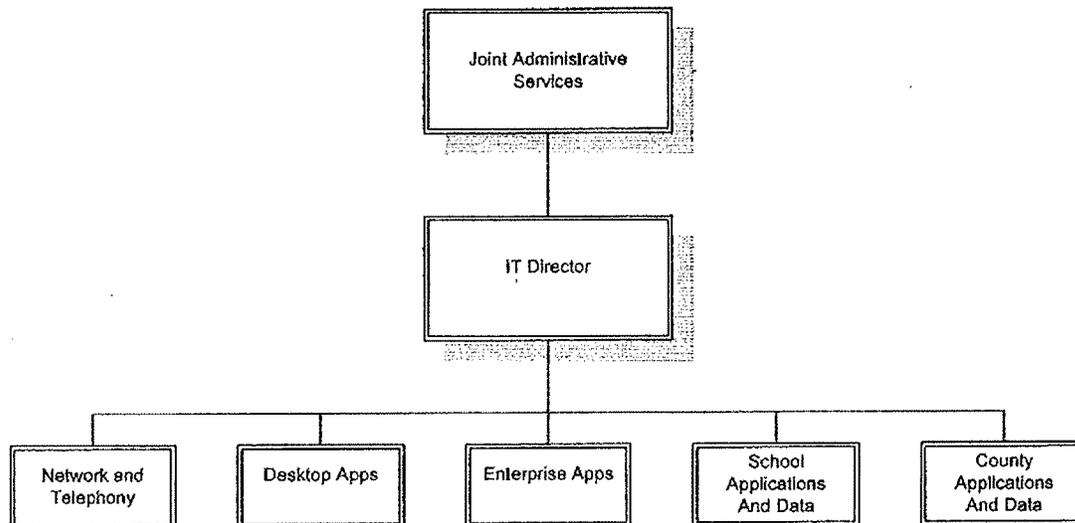
Analysis and Recommendations

In its work with schools and local governments around the country, GFOA has observed several different methods and structures for defining and implementing IT governance. Clearly, governance plans and potential structures must be reviewed and adapted for each government's unique situation, so our goal here is to define a governance structure that focuses on maximizing the efficiency of IT services in both the County and Schools, while retaining alignment with overall governmental objectives. The following considerations are crucial:

- Alignment – In a nutshell, schools and local governments have different missions. The County is a general purpose government, and the Schools, of course, are focused on their educational mission. Nonetheless, both organizations are familiar with the benefits of a shared services model for administrative functions.
- Size – The schools support a much larger employee and user base, and therefore a significantly larger number of devices, more software, and the connectivity and security concerns that come with a larger install base.
- Applications – Educational software for the classroom can be difficult to integrate into a larger, networked environment. At the same time, departmental applications at the local government level often are designed with such integration in mind.

To meet these considerations, GFOA recommends that common, non-mission critical functions such as desktop support, email, and telephony be supported jointly, and mission critical applications and data be supported by resources dedicated to either the County or Schools. All staff can report through the Joint Administrative Services to ensure equitable distribution of resources. Such a structure might look like this:

Example of a Potential IT Governance Structure



- Network and Telephony (1 FTE) – This role supports network connections for all County and School locations, including id/password and security support, fiber and connectivity service and support, and all telephone support (excluding emergency services and sheriff)
- Desktop Apps (1 FTE) – This role provides help desk support for all desktop applications such as email, Internet browsing, and MS Office.
- Enterprise Apps (1-2 FTE's) – This role is responsible for supporting all enterprise wide applications such as GIS, Email, any future document management applications, and an ERP system (currently Xpert and Bright). Assuming a high degree of vendor or third-party support, this role would likely involve testing patches and upgrades, coordinating vendor resources on fixes and development work, and providing input to any enterprise wide planning function.
- School Applications and Data (1-2 FTE's) – This is a systems analyst level resource dedicated to educational and other school-specific software, including PowerSchool (student information system). This role would be responsible for first level application support, and would manage vendor support as well. Additionally, this role would provide input to the overall IT planning process.
- County Applications and Data (1-2 FTE's) – Again, this is a systems analyst level resource dedicated to County specific applications, such as fleet management, law enforcement systems, work order and inventory control, etc. If the County and Schools purchase and implement an ERP system, this role would focus on those applications that interface or are integrated with that system.

GFOA recognizes that this structure is a major shift for the County, as it calls for the addition of two to four FTE's to the IT function, and that the IT function move to JAS. GFOA believes there are significant advantages to this structure:

- Current IT staffing is at a level that only allows for ongoing maintenance activity. There is insufficient staffing in IT for strategic or tactical planning, business analysis and development, or innovation in business intelligence and decision-making. Transformation of information technology into a shared services model that is aligned with overall strategies and goals will require additional staff, as indicated in the model above. In essence, the goal of this recommendation is to ensure that the IT function adds value to the organization beyond providing ongoing maintenance of hardware and software. To do that will require additional staff.
- Under JAS, the IT function will be aligned with a shared services group that already has an enterprise-wide focus. In other words, this structure leverages the work that the County and Schools have already done to establish shared services. This will prove to be effective in planning, ongoing operations, and support for the entire IT function.
- To accommodate special projects, JAS is in a unique position to shift resources between County and Schools as needed. This will maximize staff utilization and avoid over-utilization or "burnout".

Of course, there are political, cultural and organizational issues that need to be considered during any reorganization. GFOA strongly recommends that evaluation of the proposed IT governance structure allow for input from all affected parties, and that deployment of this (or an alternative) structure be conducted with great care.

GIS, Land Use, Deed Records, Inspections and Permitting

Summary

Like many local governments, the County uses ESRI's ArcGIS software for its geospatial computing and mapping needs. ArcGIS is a robust solution with a high degree of acceptance in the public sector, and generally meets the County's needs in this area.

Primary users of GIS data include the Commissioner of Revenue, Sherriff, County Clerk, Planning, and Inspections and Permitting. In general, data requests from these users are met by GIS analysts who provide requested data or maps.

Inspection and Permitting is supported by a program called Superbase, but again, lack of integration means that much of that data must be rekeyed – in some cases, multiple times.

The user experience has been generally good, and most of the issues raised concerned the need for more seamless integration of GIS-based data with assessment data, valuation and revenue data, appraisals, and other functions where GIS data is an input to calculations or transactions. Some batch and manual interfaces exist now, but do not generally meet user needs. As a result, some maps are produced several times, files sometimes cannot be found, history cannot be viewed, and there is no ability to generate an end-to-end view from all systems.

Analysis and Recommendations

Integration of GIS data with property assessments, tax bills and revenue is one of the County's documented objectives from any future automation project. Unfortunately, it is not at all clear that the marketplace has solutions within the County's budget and technical capabilities. While still worth investigating, GFOA believes that any such integration will need to be built by County staff or an outside firm to truly meet the requirements described here.

Document Management

Summary

Document Management is a broad area, as virtually all departments have some sort of system in place for management paper and forms, even if that system is simply a spreadsheet identifying locations. Although each department has needs in document management, there are unique aspects to those needs for some.

Special Education is entirely paper-based, with a spreadsheet to track rough location of certain types of documents. There is a moderate amount of frustration over the amount of paper generated, the amount of time it takes to locate certain documents or files (it can take as long as three to four days to locate a student file from several years ago, for example), and the number of lost documents that need to be recreated or searched for. Additionally, a significant amount of time is spent sending documents back and forth to the schools.

Although the schools have PowerSchool software for student records, staff records are kept manually. Staff records at the County and at the Sherriff's office are also entirely manual (see the section of this report on Payroll and HR for more information). Law Enforcement has a document tracking system for incident reports, and County Board staff use scanning and the website to reduce the amount and number of paper records.

An excellent example of needs in the document management area is in Social Services. The primary system for them is from the state, but they generate an extremely large amount of paper-based information, some of which must be kept for several years. Foster care records for example, are overwhelming the department not only due to their size, but also due to long retention requirements. At this point, the Social Services department is nearly out of storage space.

GFOA was able to view the School Board Annex where much of the paper for schools and other areas is stored. Documents and boxes of documents are inconsistently labeled, and some are not labeled at all. Retrieval is dependent on a few staff people who happen to remember where certain items were placed. Of additional concern is that some of the documents are stored next to a furnace, certainly not an ideal location for paper.

Analysis

It is difficult to measure the impact of paper on an organization, but clearly the County and Schools would benefit from increased usage of electronic document management. First, retrieval and delivery of documents could go from days to minutes with a robust system, saving perhaps hundreds of hours over the course of a year. Secondly, the County and Schools are exposed to significant risk with document management – staff reported that some Freedom of Information Act (FOIA) requests have gone unanswered because no one could locate the appropriate documents. While the County has not been adversely impacted yet, the risk remains unaddressed.

While introduction of document management software has clear and compelling benefits, the County and Schools must understand that implementation is a difficult undertaking with several complicating factors. First, realization of savings and reduced risk takes time, as it takes a great deal of time and labor to sort through documents, then scan, label and archive them according to appropriate business and state rules. Secondly, the County does not have a centralized function for records management, therefore it will be difficult to find appropriate staff to spearhead such an effort. Third, the County will need to standardize how documents are named, labeled and stored in order to truly take advantage of document management software, again requiring time and labor to organize and implement such standardization.

Finally, ERP systems have basic document management built into their workflow systems, but it is unclear how or when such a module might be implemented assuming the County proceeds with procurement of an ERP solution. In the meantime, the risks from the current records management environment continue to grow.

GFOA urges the County to consider investigating document management systems as a long-term solution to the issues raised here.

Schools

Summary

The primary student information system for the Schools is PowerSchool, which is a common system in K-12 school districts for student information, parent communications, staff management and other functions. Additionally, there are some state-supplied systems that the Schools must use. At this point, PowerSchool is used for nearly all student information needs, but users reported some issues with it:

- Reporting and query functions is not user-friendly and takes too much time to master
- Electronic scheduling from PowerSchool is modified manually, which takes a significant amount of staff time.
- Data entry for new students is onerous, and is not centralized.
- Progress towards graduation is monitored manually because the system does not track verified credits.

There is a student testing module available in PowerSchool, but staff have not had time to investigate it further or determine how to deploy it. The state provided software is apparently functional, but there are difficulties getting hardware to the right place at the right time. As a result, paper backups are sometimes needed.

For instructional software, there is a high degree of informality. It is not always clear whether new software funding should come from the IT or the instructional budget. Because of the lack of budget commitment reporting and lack of access to real-time data, school staff are not always clear as to where they stand against their budgets. As a result, they are sometimes forced to avoid purchasing instructional software for fear of budget overruns. This is highly frustrating for all the Schools. Exacerbating this issue is that there are no formal processes for investigating whether a given software package will run on the School's computing environment, what support is available or needed, what additional hardware needs might exist, etc.

Administratively, the Schools have ongoing issues with facility usage fees and processes. The process of renting a facility to a community group is managed in Excel, and a significant amount of time is spent on making sure staff are available for the event or function, and determining what services should be provided and at what cost. There is little confidence that fees charged are adequate, although there is insufficient data or analysis to determine that. It is also difficult to track what happens to those rental fees.

Student activity fees are managed through TRA SchoolFunds, which is a software package designed specifically for that purpose. Staff are generally pleased with the system, although there are some issues with security and remote access.

Excel and manual processes are used to track tuition, gate receipts at athletic events, and other single function processes. Consensus among the group was that these processes and tools generally work, but are somewhat time-consuming to manage.

The Athletic department uses Schedule Star for events, and overall is pleased with the computing tools that they use. There may be some opportunity for other departments to utilize that system.

Analysis

School computing needs are different from the County's in several respects, but two stand out. First, the unique needs of instructional computing place different demands on the information technology function, and secondly, there is a far larger user base. Nonetheless, on the administrative side, Schools experience similar operational difficulties as County departments. The lack of systems integration and lack of real-time data creates additional manual work, and creates uncertainty for decision-makers. This is seen primarily in processes that support facility usage and the purchase/installation of instructional software.

On the student information side, the Schools have a good set of tools and systems, but are hampered by the lack of time needed to expand and support their usage. Here, process improvement, especially in registration and document management, may help generate additional efficiencies.

Instructional computing needs are growing, but there is insufficient support to sustain that growth. The identification and deployment of technology in the schools has downstream effects on IT staff, other functions and processes, and creates integration needs with other systems. The Schools simply lack the staff to address those needs adequately.

Summary

Focus groups confirmed initial discussions that lack of automation, lack of systems integration, and lack of access to real time data are significant contributors to the County's lack of efficiency and productivity in business operations. Process improvement and lack of best practices in some areas also contribute to efficiency and productivity issues.

GFOA conservatively estimates that County staff expend between 350 to 400 hours per month on non-value added activities. The primary task behind this is the need to rekey data into various spreadsheets for reporting and management purposes. Other factors are time spent reconciling different spreadsheets and systems, time spent in processing manual forms and documents, and time spent working with other departments to obtain and analyze information.

The table below is intended to provide some perspective on the financial impact of non-value added time:

Exhibit 2: Impact of Non-Productive Activities

Non-Value Added Hours	Internal Hourly Labor Rate	Monthly Financial Impact	Annual Financial Impact
350	\$35	\$12,250	\$147,000
	\$45	\$15,750	\$189,000
	\$55	\$19,250	\$231,000
	\$65	\$22,750	\$273,000
	\$75	\$26,250	\$315,000
375	\$35	\$13,125	\$157,500
	\$45	\$16,875	\$202,500
	\$55	\$20,625	\$247,500
	\$65	\$24,375	\$292,500
	\$75	\$28,125	\$337,500
400	\$35	\$14,000	\$168,000
	\$45	\$18,000	\$216,000
	\$55	\$22,000	\$264,000
	\$65	\$26,000	\$312,000
	\$75	\$30,000	\$360,000

GFOA believes that the financial impact of the issues discussed in this section is about \$250,000 to \$350,000 per year. Further, it is important to note that this is a conservative estimate. A more detailed investigation, such as time and motion studies, would perhaps find additional examples of non-value added time. It is entirely possible that the County is spending \$500,000 per year in non-productive activities and tasks.

ANALYSIS OF ALTERNATIVES

The County has several options it can pursue to address the needs and issues described above. These are presented in order from least to most transformative:

1. **Status Quo:** The County could continue to utilize existing systems, with no significant additions or modifications.
2. **Optimize the Current Environment:** The County could consider combining process reengineering in combination with development of system interfaces and increased access to its current systems. This entails a significant amount of business analysis to redesign processes, design and development of custom interfaces between major systems, and resolving security issues to increase deployment of existing systems to County staff.
3. **Best of Breed Software Strategy:** The County could develop a multi-year plan to purchase and implement software packages for each functional area (e.g. financials, HR/Payroll, Work Orders, etc.) independently.

4. **Enterprise Resource Planning (ERP) Strategy:** The County could purchase and implement a fully-integrated ERP system.

This section presents an analysis of each alternative, as well as the key organizational implications associated with each. GFOA identifies Option 4 – ERP, as the recommended solution for the County. A detailed analysis of that option is provided later in this report.

Criteria for Analyzing Each Alternative

Prior to the discussion of the various alternatives, it is important to develop a framework by which to evaluate each of the alternatives. In order to compare, and make decisions among various alternatives, evaluation criteria must be established. GFOA recognizes that other variables and fiscal considerations can influence the evaluation process for this project. However, the following criteria are suggested as a framework for evaluating the four alternatives identified.

Ability to Address Issues and Opportunities

Previously in this report GFOA identified areas where current systems and processes presented operational issues or opportunities for improvement. It should be noted here that the management information issues and opportunities identified by GFOA are not “ideal” or “nice to have” points, but rather represent basic information that managers within the organization need to effectively deliver services and provide information required by citizens and external stakeholders. As a result this factor should be considered of critical importance in the decision making process.

Level of Risk and Potential Implications

Each of the alternatives identified involves some level of risk and potential long-term implications for Clarke County. As part of the analysis of each alternative, GFOA will discuss these risks and related potential implications. The risks identified may include risks related to the change associated with the implementation of new systems as well as the risks, or the potential implications of continuing to rely on existing systems for the completion of key business processes.

Cost

The short-term and long-term cost of each alternative is an important consideration that should be included in an analysis of each alternative. While a detailed cost analysis of all of the possible alternatives is outside the scope of this engagement, GFOA will present a discussion of the relative costs of each alternative that may be used by the County to compare the various options. This information should help County decision makers develop a ball park understanding of the financial implications related to each alternative.

Analysis of Alternatives

Option 1 - Status Quo

The County could continue to rely on the current versions of existing systems, most notably Xpert and Bright, as currently utilized for the management of key business processes. In addition, the County would continue to rely on the various shadow systems that have been developed primarily using Excel spreadsheets as well as paper records and informal undocumented processes.

Ability to Address Issues and Opportunities

As described earlier in this report, current systems and related processes result in significant operational issues and risks. County staff are able to maneuver around some of those issues to meet basic business needs through a patchwork of non-integrated software, spreadsheets, databases, manual processes, and in many cases undocumented personal knowledge and expertise.

There is no evidence that issues related to lack of integration, access to data, automated processes or best practices will resolve themselves inside the current framework. In fact, it is likely that the impact of these issues on staff and the County as a whole will likely increase. For example, paper based data will become increasingly difficult to retrieve, spreadsheets and databases will become increasingly cumbersome to use with time, and opportunities for faster and better decision making will be missed.

Further, current systems do not allow for the systematic aggregation and analysis of financial and operational data that is becoming increasingly important to the effective management of any organization. As an example, continuing to rely on existing systems will hamper efforts to institutionalize and transfer knowledge to new employees that may be hired to replace expected retirees. Dependence on shadow systems and manual processes with limited documentation for critical business processes also increases risk to the County in the case of extended absences or separation from employment of key employees or the unlikely event of employee malfeasance.

Level of Risk and Potential Implications

At a County-wide level, remaining with the status quo does not allow the County to effectively deal with risks in the inability to supply information (even if required by law), increased inability to attract and retain qualified staff, and operational decision making based on incomplete and untimely data. As processing errors and inefficiencies continue, the County will eventually face additional risks in payment errors, duplicative work, missed deadlines, and other ongoing administrative issues.

Another way to examine risks in the status quo option is to consider the lack of adequate management information and reliance on shadow systems and manual processes that are not completely documented. The County currently relies heavily on individual employees to ensure that critical business processes such as payroll, purchasing, accounts payable and budget development and control are efficiently completed within organizational policies. Much of this work is undocumented, and the County faces the risk that these business processes could be interrupted if one or two key employees were out for an extended absence or unexpectedly resigned or retired. Fragmented systems and manual processes also tend to be more susceptible to fraud.

The County also faces risks in technology obsolescence. The Xpert system is open source software, which means that code development is haphazard, is not standardized, rarely follows or implements best practices, and is difficult to integrate. While it appears that Xpert will be supported for the foreseeable future, it is not at all clear that the product will be technically enhanced to increase its value to the County. The Bright software runs on an aging AS/400 platform, support for which will eventually disappear as IBM moves customers towards its iSeries line of servers.

Cost

The immediate direct cost to the County of maintaining the status quo is minimal. The most reasonable justification for the County to maintain the status quo would be a lack of available funding to pursue other options. Even then, a plan will need to be adopted to migrate the Xpert and Bright systems to another platform within the next few years.

It should be noted that maintaining the status quo implies the continuation of \$250,000 to \$350,000 in non-productive time each year.

Conclusion

Maintaining the status quo does not appear to be a viable option for the County. The problems and potential problems related to the lack of integration and data access, and the continued reliance on shadow systems and manual processes are too great for the status quo to be a viable course of action.

Option 2 – Optimize the Current Environment

The County could seek to optimize the Xpert and Bright-based environment through a functional process reengineering effort that seeks to make better and more pervasive use of existing technology. This option could buy the County some time by delaying the need for new platforms for a period of time.

Ability to Address Issues and Opportunities

There are a few improvements possible within current systems and processes:

- Resolve security issues and grant access to relevant portions of the Xpert and Bright systems to users outside of JAS.
- Investigate document management systems to help relieve issues related to paper production, copying and filing. Include in this an upgrade of printing and scanning technology to assist with paper reduction.
- Investigate third-party query and report generation software that could be made widely available to users. This could eliminate some of the rekeying of data into Excel or Word for reporting purposes.
- It is possible that both Xpert and Bright have additional modules unused by the County. Consult with the vendors to see if additional automation is available to help reduce the manual effort involved in administrative processes.

Technology alone will not address the major concerns of the County. Many of the weaknesses observed during our site visit and as reported by users highlighted the need for policy and process review. Payroll processing is limited by a one-person data gathering, data validation, and data entry effort. Fixed asset tracking is poorly understood by most managers. Human Resource functions are not standardized. In these cases and many others, the County can make significant operational improvements by reviewing and modifying policies and procedures:

- Begin by collecting any existing policy and procedure documents from across the County
- Review the policy or procedure to understand its initial purpose and operational implications
- Prioritize those processes with the most opportunity for increased effectiveness and efficiency, reduced costs, or better citizen or employee service
- Use a cross-functional team to develop recommended process improvements, and obtain the required approvals for implementation

- Implement the new processes in a controlled fashion that maximizes the chance for success.

Level of Risk and Potential Implications

There is little risk in performing the steps of an optimization project, however, there are some items to keep in mind:

- This option represents a renewed commitment to the existing software platforms. As discussed earlier, there is risk of obsolescence with these systems, and it may not be in the County's best interest to make a long-term commitment to these technologies.
- The amount of staff time required to perform the steps highlighted above can be significant. As a result, operational improvements often occur more slowly and with less impact during an optimization project, delaying the realization of benefits.
- Leadership of a process redesign effort requires specialized business analysis skills that the County may not possess in-house.
- Process improvements will be limited by the capabilities of the existing systems.
- Developing custom interfaces (or contracting consultants to do so) is technically complicated and expensive, and may cause vendors to stop providing support.

GFOA believes that overcoming these challenges entails a high degree of risk and would ultimately cause the County to miss its goals and objectives. In particular, GFOA believes that committing County resources to the current software platforms carries more risk than is warranted by any possible efficiencies or productivity gains.

Cost

The cost for an optimization project is largely internal staff time, although there will be external costs if consulting assistance is required to lead or participate in the effort. Additional costs may be incurred if vendor assistance or additional modules need to be purchased.

GFOA estimates the range for these external consulting costs to be between \$100,000 and \$200,000, depending on the extent of approved policy and process changes, the amount of work that can be performed by County staff versus outside consultants, and the extent of retraining the user community. If external assistance is required to develop interfaces, this could add an additional \$100,000 to \$200,000 to the overall cost (as an example, RDA proposed \$80,000 to almost \$100,000 to build just two interfaces and conduct training). In total, GFOA believes that the County would need to allocate a minimum of \$300,000 in order to see some benefits from this approach.

These estimates are for external costs only, and do not include costs for internal labor.

Conclusion

Given that many of the weaknesses and needs identified by GFOA are related to both business process and technology, an optimization project that seeks to revise existing processes and standardize software usage would appear to carry relatively low risk with a reasonable rate of return. However, GFOA has several concerns about this solution:

- It is likely temporary, as the technology risks will remain
- There is a lack of cross-functional business and systems analysis skills to conduct such a project

- The breadth and depth of process improvement work is large, and it will likely take years to work through the most pressing issues
- Staff availability will be an issue
- Vendor and platform experiences have not always been positive. As an example, the County had several issues with a report prepared by RDA, as their analysis was viewed as flawed in a number of areas.
- At least some of the needs for automation will not be met, especially in human resources and leave management.

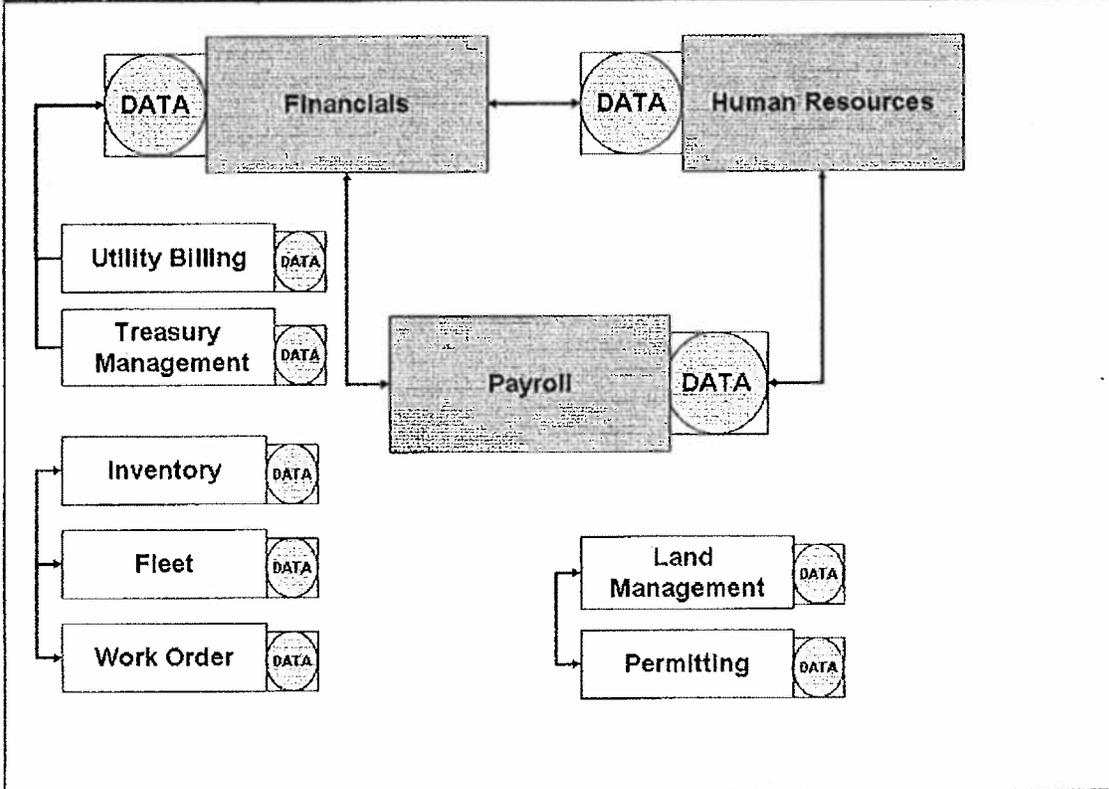
Given these concerns, cost for outside resources, and the risk for missing goals and objectives, GFOA cannot recommend this alternative to the County.

Option 3 - Best of Breed Software Strategy

A third strategy that the County could pursue would be the systematic replacement of existing systems such as core financials and HR/Payroll in a sequential manner over a period of time. This approach is often referred to as the "best of breed" strategy.

Using a "best of breed" approach, administrative systems are pieced together and interfaced or integrated where necessary to approximate the organizational wide benefits of an ERP system. With a "best of breed" approach, each system stores its own data in separate databases, but each is interfaced so that information is shared throughout the entire system. A "best of breed" approach allows organizations to choose the best system for each functional area, which allows each department or functional area choose a system that best provides advanced functionality to meet its business needs. Organizationally, however, reporting still may be difficult. Because information is stored within each individual system, capabilities for querying information and reporting will not be as robust out of the multiple systems as it is with an integrated ERP system (the diagram below shows a best of breed approach). The system is also more difficult to maintain since each system is on its own patch and upgrade schedule. It also places a burden on the support organization since their knowledge needs to cover a wider array of products.

Example - Best of Breed ERP with Multiple Databases



Ability to Address the County's Issues and Opportunities

If the County were able to successfully procure, implement and integrate key systems, it is likely that critical management information needs could be met. Improvements in package architectures software make it possible to integrate data from independent software packages operating on a single database platform in a relatively seamless manner. A significant number of municipal governments have successfully pursued this strategy.

Again, new software by itself will not resolve issues related to policy and process. As noted earlier, policy and process issues are as large of a contributing factor to noted weaknesses as the technology itself. In essence, replacing the technology only addresses half the problem. The County will need to adapt its processes to the new software in order to avoid expensive and high-risk software modifications. If the County is unwilling to do this, it risks memorializing ineffective procedures in the new software, missing opportunities for improvements, and failing to achieve its goals and desired outcomes.

Of particular concern with this strategy is that best of breed solutions require that IT or outside consultants build the interfaces and integration paths for the different packages. Given that one of the driving concerns of County staff is the lack of integration between current systems, this alternative has the potential to miss a major target.

Level of Risk and Potential Implications

Organizations that pursue a best of breed strategy take on the responsibility for integrating the multiple systems that result. Therefore the organization takes on the risk for completing what can be a complex and difficult task. With state-supported systems involved in many County functions, integration becomes that much more difficult.

If the IT staff at both the County and the Schools is expected to continue to perform at its current level while pursuing a best of breed approach, then the County will almost certainly require the addition of permanent IT staff. Systems analysis skills will be needed during procurement and implementation, and also for the extensive and ongoing integration work that comes with such a strategy. Programming skills may be needed as well, or a significant investment in consulting assistance if the County chooses to outsource this effort.

Cost

Initial costs for the best of breed strategy are typically in the same range as an ERP implementation, but are spread over a longer period of time. Long-term support costs may be higher for a best of breed approach as the County would be responsible for maintaining interfaces and integration points. This will likely entail recruiting and retaining additional IT staff.

Conclusion

Organizations that pursue the best of breed strategy often do so because they have unusual requirements in certain functional areas that are difficult for ERP systems to meet or when they have large and highly skilled information technology departments that are prepared to develop and maintain a best of breed system. Based upon GFOA's functional assessment, the County does not appear to have any particularly unusual or unique requirements that could not be met through an ERP system, assuming that GIS and student information systems would remain intact. Furthermore, a best of breed approach may place be excessively burdensome for a relatively small IT department. As a result, GFOA does not recommend a best of breed approach for the County.

Option 4 - Enterprise Resource Planning (ERP) Strategy

The County could choose to acquire an ERP software package that includes fully integrated functional modules in the areas of importance to the County.

ERP systems encompass the software applications that provide the ability to manage information and resources more effectively. General Ledger, Accounts Receivable, Accounts Payable, Payroll, Human Resources, and Purchasing are all supported by a single system. To accomplish this, an ERP solution utilizes an integrated business model, enabled by technology that improves operational efficiency and organization-wide decision support through information integration and process improvement. With a successful implementation, each functional area of the organization will utilize the system in day-to-day activities to access, analyze, modify, and report information. At a minimum, ERP systems provide a common relational database to store information throughout the enterprise and eliminate many of the shadow systems that drag down efficiency in government. Below are some of the distinguishing characteristics of modern ERP systems:

Common Relational Database - A common database system using relational database technology manages all the data within the system and facilitates access to it. Data is shared

among applications within the ERP. Data is only stored once and the same data accessed by users throughout the organization.

Use of Modern Technology Standards - The system is built using modern programming languages, standards, and technical architectures. This technology includes administrative and programming toolsets that enable developers to configure, modify, and customize the systems and also aid in the design of interfaces and security. In addition, many systems are now utilizing service oriented architecture which allows systems to more easily exchange data and thus allow other administrative systems to integrate with the ERP system.

Deep and Wide Functionality - Applications can meet a wide variety of business requirements. ERP systems have developed overtime and now major ERP vendors include functionality for almost all business requirements for public sector organizations. For example, the chart of accounts supports financial reporting and budgetary requirements. A flexible chart structure based on relational database concepts is one element of ERP that can improve reporting and eliminate many "shadow" systems from proliferating in an organization.

Government Specific Functionality - As ERP systems evolve, most vendors continue to add government specific functionality such as advanced budgeting, permitting, land management, and performance management capabilities.

Best Business Practices and Process Reengineering - The system is modeled on processes that reflect "best practices" across organizations, but, depending on the system, also provides the flexibility for organizations to configure the system to their own processes, thus supporting ongoing process reengineering.

Workflow Capabilities - Workflow capabilities permit users to define event-driven routings, create automated in-boxes and prioritized queues, and automate background queries. Workflow is the automation of business processes within the enterprise system. Workflow helps automate many paper intensive processes in many legacy applications such as the approval process for a purchase order, approval process for a personnel action form, or budget control activities.

Drill-Down and Audit Trails - Underlying data can be accessed directly from the current screen. For example, drill down capabilities permit end users to reach the source document that supports a journal entry. Audit trails provide the ability to review all of the history of changes to a record in the database.

Security - Security capabilities, such as single sign-on, roll based security, data inscription, and field level security provides protection for sensitive data by allowing users access to necessary information and restricting access to other data.

Advanced Reporting and Analysis - The system provides end-users with the ability to access system data using modern reporting tools, including both standard reports and also "ad hoc" reporting ability.

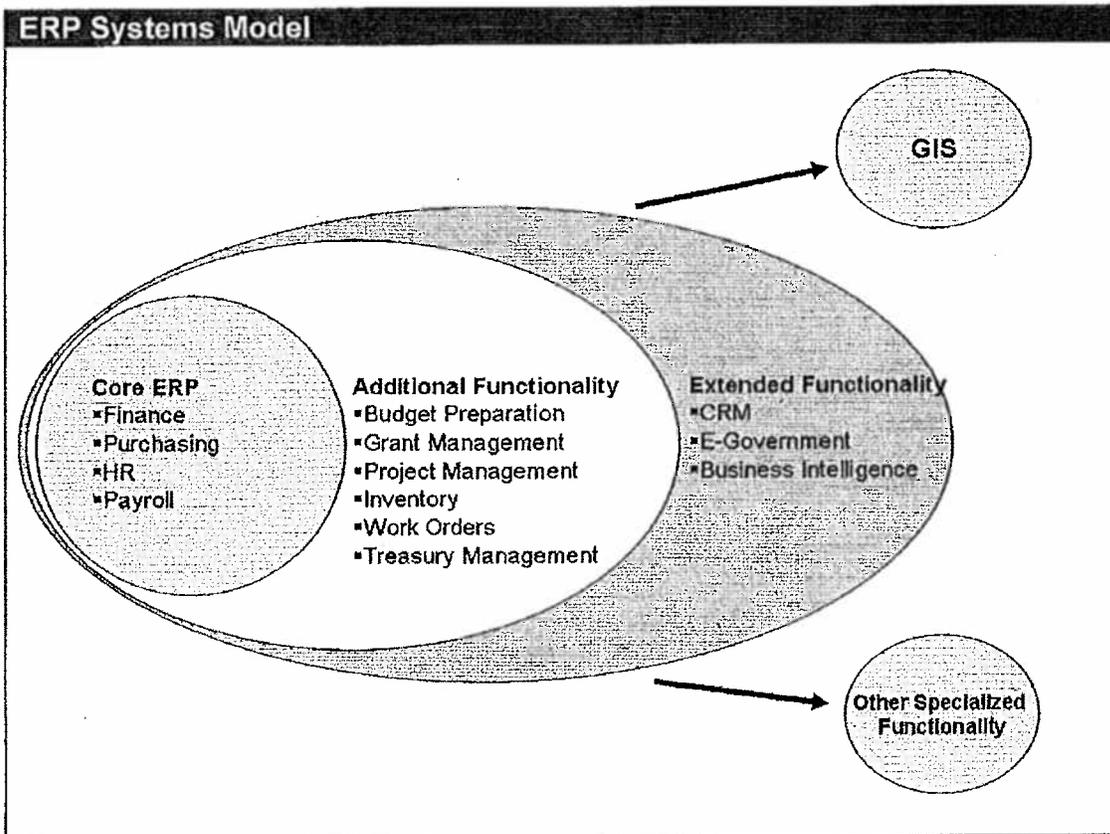
Use of Dashboards - ERP systems now provide executive dashboards or scorecards that "push" key information out to users. Key data is displayed graphically on the user's portal to provide a quick update on vital indicators. Problem areas can then be examined in detail using drill down, drill around, or other analytic features.

Web Enabling & Internet Capabilities – The system supports the ability to make functions available to the public through the government’s Web site and also to employees through web portals that reduce data entry tasks by government staff. Examples of pushing this responsibility out include both employee self service and vendor self service. Additionally, many systems are “web-based,” which allows users to access the system and perform work in the system using only a web browser. Using a web-based system does not require installation of any software on the user’s workstation and allows users to sign in and work from different computers (for example, sign in from home).

As ERP solutions have evolved, additional functionality continues to be incorporated into the various systems available. If a vendor does not offer specific functionality to meet the organization’s needs, it can partner with a third party vendor that offers specific functionality. For example, functionality for land management, treasury management, and cashiering systems are sometimes provided by separate third party products.

Recently, ERP vendors have also incorporated additional extended functions such as CRM, business intelligence, performance management, strategic management, analytic capabilities, and e-government functionality. Further, the ERP system now commonly interfaces with other technology applications for even greater integration of the organization’s enterprise information technology. For example, ERP systems can now be interfaced with geographic information systems (GIS) to provide greater functionality to work order systems, fixed assets, and permitting capabilities within the ERP system.

In the visioning exercise for this project, stakeholders discussed an ideal environment where all applications, including GIS, are fully integrated so that map and parcel data can be used in assessments, then revenue calculations, and ultimately the financial system. While it is unlikely that the Tier I solutions for such a vision are within the County’s budget, Tier II vendors such as SunGard and Tyler have begun to make inroads in that area. It may not be feasible either tech will be able to accomplish that immediately, the County could strive to identify a vendor with a similar vision. Should that level of integration then become a reality, the County would then be in a good position to take advantage of it.



Ability to Address Issues and Opportunities

When fully implemented, an ERP system could meet the vast majority of the County’s unmet management information needs. ERP systems typically have extensive reporting and analytical capabilities that would provide necessary management information. In addition automation of transaction processing in some areas along with the development of work flows would aid in the institutionalization of key business processes and knowledge transfer to new employees as well as enhancing internal controls.

As discussed in previous options, new software will not resolve issues related to policy and process, which are large contributing factors to noted issues. The County will need to adapt its processes to the new software in order to avoid expensive and high-risk software modifications. If the County is unwilling to do this, it risks memorializing ineffective procedures in the new software, missing opportunities for improvements, and failing to achieve its goals and desired outcomes.

Level of Risk and Potential Implications

The most important risk associated with the ERP strategy is related to successfully completing the implementation. ERP implementations are large and complex projects that impact almost every part of the organization in some way. Organizations proceeding with an ERP implementation should be aware of the risk that these projects are not always completed on time and on budget and not all organizations are able to successfully implement all of the functional requirements they

desire. Procurement risks can be significantly reduced by following a rigorous RFP process that results in a well written contract with adequate incentives, penalties and warranties. Implementation risk is more difficult to mitigate, but board-level support, willingness to modify process workflow, an innovative change management program and investment in long-term support can all help improve the chance for success.

If the IT department is expected to continue to perform at its current level, and pursue an ERP project, then the County will almost certainly require the addition of permanent IT staff. Systems analysis skills will be needed during procurement and implementation, and also for post-implementation support. Programming skills may be needed as well, or a significant investment in consulting assistance if the County chooses to outsource this effort.

Costs

The estimated costs of an ERP project were analyzed extensively by GFOA and are presented in the next section of this report.

Conclusion

The acquisition and implementation of an ERP system would represent a significant financial commitment on the part of the County and would entail risk to the organization. Nonetheless, the opportunities for productivity gains are large enough that GFOA believes such a project is warranted. The impact to the County of this recommendation, along with more detailed rationale, is discussed in the next section.

Recommendation

Based upon the preceding analysis of the various alternatives available to the County, it is the recommendation of the GFOA that the County move forward with an ERP project that seeks to minimize cost and risk while achieving significant operational improvements.

BUSINESS CASE FOR RECOMMENDED ALTERNATIVE

ERP implementations represent a large undertaking for any organization and require proper planning. For smaller organizations like the County, planning is that much more important. Due to the significant price of these systems and the resources needed for implementation, it is important that the County is prepared for the project should it choose to move forward with this recommendation. The following provides an estimate of what the County can expect from an ERP implementation.

Price

To put it simply, ERP projects are expensive. A better understanding of price, however, will be necessary should the County move through a procurement process. ERP projects are comprised of a few main price categories.

- **Software license:** Software licenses grant the County access to use the software. Software licenses are generally paid upfront just after the contract with the vendor is signed.
- **Professional Services:** Professional services include all the effort from the vendor to install, configure, develop, test, and support the ERP system for the County. This also includes any work to convert existing data or interface to other systems. In addition, professional services include the work the vendor does to train the project team, create system documentation, or train end users. These expenses are paid on a milestone basis throughout implementation.
- **Travel and Other:** Consultants will be working with the County on-site and most likely coming from out of town to do so. Expenses are either billed at actual costs or estimated.
- **Maintenance and Support:** Software vendors generally charge between 18-22% of the original software license fees for ongoing support and maintenance of the software. Being "current" on support generally allows the County to access product upgrades, patches, and phone support.
- **Internal Costs:** Not all the costs for the project will be paid to consultants. County staff will incur costs throughout the project. When County staff is spending time on the project, they are not working on their "real job" and thus costing the County. In addition, the County may hire additional workers to replace those dedicated to the project. All of these costs would not occur if not for the ERP project and should be planned for.

GFOA estimated prices of an ERP system for the County based on past client experience and contact with software vendors. The following chart presents three sample options for the County. The software market has many possible vendors who would all be able to meet the County's needs, but do so in different ways with different levels of complexity in their software. Therefore, the following three options should not be treated as a low, mid, and high quality system, but rather a system with differing levels of software complexity and configurability. Additionally, the three prices below are not intended to be three prices on a continuum. Rather, each represents a sample solution available in the market.

Estimated prices listed below represent all modules listed in the recommended scope from earlier in this report. If the County were to decide to exclude certain modules from the scope, prices estimates would decrease. *Additionally costs of implementation are paid on a milestone bases throughout the life of the project. Most likely, it will take the County more than one year to*

implement all modules included in the project scope allowing the County to spread costs of the project over multiple fiscal years.

Exhibit 3: Estimated Project Costs

Category	#1 (Low)	#2 (Mid)	#3 (High)
Project Costs			
Total Project Costs	\$ 263,000	\$ 488,500	\$ 880,000
<i>Software License</i>	120,000	140,000	200,000
<i>Professional Services¹</i>	84,000	225,000	450,000
<i>Project Contingency</i>	29,500	53,500	100,000
<i>Travel and Other²</i>	29,500	70,000	130,000
Maintenance and Support (5 years)³	119,354	139,246	198,923
Total 5- Year Project Costs	\$ 382,354	\$ 619,996	\$ 1,078,923
Internal Costs			
Total Internal Project Costs^{4,5}	\$ 135,000	\$ 202,500	\$ 360,000
Total Costs			
Total 5-Year Cost of Ownership⁶	\$ 517,354	\$ 822,496	\$ 1,438,923

- 1 Assumes a "normal" implementation schedule.
- 2 Other costs do not include costs for any necessary hardware.
- 3 Maintenance and support costs are generally calculated as a percentage of the license fee. 5-year maintenance and support costs were calculated as 18% of license fees with an annual 5% increase.
- 4 The County's level of effort was estimated at 2,000 hours for the low, 3,000 for the mid estimate and 5,000 hours for the high estimate. Internal costs were calculated using \$45 per hour. These hours will be supplied by the project team, who may need other (replacement) employees to perform normal job responsibilities.
- 5 Similar to implementation effort, County staff will need to spend time being trained on the new system. Training hours are estimated at 1,000, 1,500, and 3,000 hours.
- 6 Internal technical support estimates were not included in this estimate. One could assume that the low and mid would require approximately .5 FTE of technical support and the high about .75 FTE of support.

Return on Investment (ROI)

The County's anticipated return on investment for an ERP system is predicated on its ability to eliminate non-productive time with both process improvement and new technology. This can be measured as a percentage, and yields ROI results as follows (calculations assume an internal labor rate of \$40 per hour. ROI assumes the mid-point of costs as described in the table above):

Exhibit 4: Estimated ROI from an ERP Investment

Non-Value Added Hours	Percent Saved	Monthly Financial Savings	Annual Financial Savings	ROI (in years)
350	60	\$10,400	\$124,800	6.59
	70	\$11,800	\$141,600	5.81
	80	\$13,200	\$158,400	5.19
	90	\$14,600	\$175,200	4.69
	100	\$16,000	\$192,000	4.28
375	60	\$11,000	\$132,000	6.23
	70	\$12,500	\$150,000	5.48
	80	\$14,000	\$168,000	4.90
	90	\$15,500	\$186,000	4.42
	100	\$17,000	\$204,000	4.03
400	60	\$11,600	\$139,200	5.91
	70	\$13,200	\$158,400	5.19
	80	\$14,800	\$177,600	4.63
	90	\$16,400	\$196,800	4.18
	100	\$18,000	\$216,000	3.81

Where Do the Savings Come From?

As the table indicates, the ROI for an ERP investment, based on the estimates described above, is about 4-5 years. GFOA does not project that the County would accrue direct savings with this recommendation from elimination of positions. Rather, savings here represent the recapturing of non-productive time and reallocating it to value-added activities. As an example, time that department managers spend searching for data or reconciling disparate information sources could be spent on better cost projections and budget management, more informed management of personnel, faster resolution of operational issues, or other activities.

Direct savings from elimination of existing software maintenance contracts is difficult to analyze. Current maintenance costs for Bright, Xpert and related hardware and software is about \$36,500, and the County should expect that such costs will be eliminated. However, those costs will not fully disappear until the County and Schools are migrated to the new ERP platform, which could be anywhere from one to three years from the beginning of implementation. This uncertainty is due to the many options the County will have for implementation phasing, scope, staffing, and even funding. As a result, GFOA takes a conservative approach to the elimination of maintenance costs, which are factored into the analysis above at 2/3 the current cost (about \$2,000 per month or \$24,000 per year).

Non-Financial Factors

As discussed throughout this report, GFOA believes that an ERP solution represents the best long-term opportunity for the County to resolve the operational issues that it faces today:

- **Process Automation** – As detailed earlier, some areas could see nearly immediate benefits through automation of manual tasks. ERP solutions present that automation, but

also allow for configurable solutions that can be tailored to meet the County's operational needs.

- **Best Practices** – ERP solutions are developed and enhanced continually, based in large part on the acquisition and systemization of best practices. ERP software often forces organizations to adopt best practices, encouraging and supporting process improvement throughout the implementation and beyond.
- **System Integration** – Perhaps the most critical benefit of ERP systems is the one that addresses the most critical need of the County, and that is the integration of systems and processes. In an ERP environment, data and information flow seamlessly across the organization, ensuring that all staff are examining the same data in real time. The benefit of this is better and more timely decision making, increased productivity and efficiency through the elimination of shadow systems, and ultimately better service to employees and citizens.
- **Access to Information** – ERP systems include configurable security modules that not only allow managers access to the information they need, while protecting the organization from unauthorized access to critical data.

IMPLEMENTATION APPROACH FOR RECOMMENDED ALTERNATIVE

Below is GFOA's recommended scope and approach for an ERP project. The phased approach is intended to mitigate the risks and costs of a "big bang" or all-at-once implementation, which is often involves more resources and change than an organization can absorb. A phased approach reduces implementation risks, spreads out costs, and enables the County to prioritize its resources for the greatest impact.

Functional areas are split into three phases to illustrate one option of implementing the software. Different vendors may have different preferred strategies for implementation and the County should be open to adapt a proven implementation methodology for the eventual chosen software.

For most ERP systems, at least some portion of core financials are required to support other modules. For example, even if the County were to choose to move ahead with HR/Payroll first, the chart of accounts and General Ledger would need to be implemented first so that payroll transactions can be recorded appropriately. Given that purchasing and process workflow are also high priority needs, GFOA suggests that the County proceed with core financials first, and then add HR/Payroll functionality.

Exhibit 5: Scope and Phasing for an ERP Implementation

Phase I
Core Financials <ul style="list-style-type: none">• General Ledger• Accounts Payable• Accounts Receivable (incl. assessments and tax, cashiering, etc.)
Purchasing
Process Workflow and Document Management

Phase II
Human Resources <ul style="list-style-type: none"> • Applicant Tracking/Employee Records • Benefits Administration • Time and Attendance/Leave Management Payroll
Phase III
Extended Financials <ul style="list-style-type: none"> • Budget • CAFR and Annual School Report
Phase IV
<ul style="list-style-type: none"> • GIS Integration

The County currently uses additional systems that are not listed in the above scope. GFOA recommends that the County continue with SchoolDude, RecTrac, PowerSchool, and Zimbra:

- SchoolDude and RecTrac are widely recognized industry leaders for work order and inventory management and program management. It is highly unlikely that the County would be able to find other solutions with similar functionality at less cost.
- PowerSchool is also a widely adopted student information system, and is a relatively recent investment with significant potential for additional functionality (e.g. teacher certification tracking, additional reporting and analysis capabilities).
- Zimbra is a stable and low-cost solution to any smaller organization's needs for email and calendaring. At some point, the County may wish to investigate Google Apps or other cloud computing based platforms, but GFOA sees no compelling reason to take on a project to change email at this time.

Alternative Delivery Models to Consider

Hosted Solutions: ASP/SaaS Alternatives

There is an increasing trend in the public sector for organizations to work with software providers and third party firms that maintain and host enterprise software. Hosted enterprise solutions follow two general models; purchase the software license (perpetual license) and have an application service provider host the software (ASP), or license the software using a software as a Service (SaaS) model, allowing the organization to essentially "rent" the desired functionality from an outsourcing vendor. Customers usually access the enterprise software through the Internet or a virtual private network (VPN) and the application is housed on servers that are operated by the vendor.

Why Pursue a Hosted Solution?

ERP procurement and implementation require a sophisticated technical infrastructure as well as the necessary technical staffing levels to maintain the system and database. A new system is costly (initial software purchase, implementation staffing, and upgrades) and governments have

difficulty in retaining the highly skilled technology staff necessary to properly support modern systems. These situations routinely drive governments to pursue the outsourcing of enterprise applications, the most popular of which is hosting an enterprise solution via an application service provider (ASP). The application service provider model is beneficial for governments that are looking to utilize the robust features and integrated best business practices that a modern tier I or tier II enterprise system has to offer, but might not have the necessary technical resources to maintain the system in-house.

Shared Services

Many governments are excited to begin the process of selecting software, but find that resource constraints are problematic in obtaining the best solution. These resource constraints are often funding based, but could also include technical infrastructure, staff capacity, or technology skill sets.

To address this, some governments are now exploring the potential to work with another local government to share costs and risks while still receiving the benefits of new technology. There are two ways to accomplish this. The first is to essentially become a customer of another government's ERP solution. In this delivery model, the government identifies another entity that has an ERP solution in place or is implementing one, and then negotiates a fee to gain access to that system and set up its own "instance" of the ERP system. This model is typically successful with governmental units that are fairly tightly linked. For example, a water/wastewater utility may share an ERP solution with the county in which it is located.

The second form of shared services is to work with another entity from the very beginning, going into the procurement process together. This is typically a city and county that try to work together (City of Tampa, FL and Hillsborough County is one example), or a county and a local school district (Fairfax County, VA and Fairfax Public Schools).

A shared services model can be very appealing, but competing interests, inability to identify ownership and management roles, difficulty in negotiating service fees, security concerns, and other barriers can be difficult to overcome. Often, the resulting solution is really two solutions that only share a small portion of the hardware cost. Nonetheless, Clarke County may wish to explore its options with other governments in the area.

Identification of ERP Implementation Risks

ERP implementations are not easy. Throughout the entire process of project planning and implementation, the County must pay close attention to potential project risk areas. Listed below are a number of potential risk areas that should be addressed.

Implementation Strategy

The biggest risk to GFOA's recommendation is that implementation could stall and the organization could end up where it started again. To avoid this dilemma, GFOA recommends development of a governance structure and long-range plan that will keep the overall target visible, even if the end date for implementation is two or more years away. Continued visibility and accountability for overall program success is vital to mitigating this risk. Also, business requirements that are considered "nice-to-haves" should be placed on lower priority; however,

they should remain on a schedule to be implemented at some time in the future. This should be reflected in the long-range implementation schedule as well.

Project Management

An effective project management structure is essential to all successful implementations. To ensure the project stays on the implementation schedule, a Steering Committee should be established as soon as possible. The Steering Committee's responsibilities would be to identify funding for the continued implementation; ensure that the appropriate support infrastructure remains intact; and solve problems that threaten the project. System implementation projects inevitably raise many issues that must be resolved if implementation is to proceed. Hundreds of questions concerning process changes, security, procedural changes, and the like arise during implementation. Failure to resolve issues in a timely manner increases the overall cost of the project because members of the project team cannot complete their work. It is important to have a clearly defined approach for tracking and resolving issues to keep a project on track

The project manager is also a vital piece of implementation. Developing realistic timetables and project plans, and fully managing all team members and individual plans, is critical to success. The project manager also advises management on project progress with respect to implementation milestones. It is important that the project manager has a broad and deep knowledge of the County's business practices, can balance the needs of competing County priorities, and be able to motivate a diverse group of team members toward project success.

Availability of County Resources

The risk associated with availability of resources is critical. Securing the quantity of resources required, with the appropriate skills, is a potential issue for County, as it is with most organizations considering financial system replacement. In addition, a major risk facing the County is to begin an implementation project and then "shirk" on its staffing commitment. Frequently, resources are assigned to the project, but their priorities slowly shift away from project responsibilities as they slip back into their pre-project roles. Factors such as burnout and employee turnover can also have a detrimental effect on the long-term commitment, and quite possibly the success of the project. While the inability to meet staffing requirements is common, it is also the primary reason for project failures and cost/time overruns.

Technology Resources

Just as functional staff resources with knowledge of the County's business process are vital to the success of implementation, technical resources with knowledge of existing systems and the technical infrastructure are also extremely important. Implementations require resources, and if the County is unable to provide those resources, risk for project delay or failure increases substantially. To avoid this, it is strongly recommended that for implementation, the County dedicate specific resources at specific times to the project. During these periods, IT resources would have NO other functions within the County that could pose a distraction. For example, when the implementation plan calls for database or server configuration, a dedicated IT resource should address that task and only that task. Of course, consistent and pervasive communication is critical, as any number of issues could cause schedule changes.

One alternative if the County does not feel it could dedicate technical resources to the project is a hosted approach where, in effect, the County would outsource its IT services to the vendor and allow the vendor to host the system off-site. This removes some of the risk from have inadequate IT staffing. A hosted solution would still require IT staff for the project, but they would not need to be entirely dedicated to this task.

Acceptance of Change

Although most individuals in the County appear to welcome the changes and enhancements a new ERP system will bring, how these individuals adapt during implementation is unknown. With any large change, there will be resistance. That is a given. It is important however to work to manage the change and maintain communication channels throughout the organization. To fully reap the benefits of a system, an organization must 1) be willing to change and 2) put in the required effort necessary to change and 3) learn new ways of doing things.

Executive Level Buy-in and Ongoing Support

Many governments like Clarke County have suffered setbacks in their projects due to lack of sufficient, visible executive leadership. With any ERP project, this is a significant risk that must be avoided. As discussed in the Vision section of this report, a clear directive and communication from top management is imperative from the beginning and throughout implementation. Without visible champions for the initiative, the project may be in peril from the start.

Sustainability

After project go-live, the County must be able to sustain the system without the help of outside consultants. This requires that adequate training and knowledge transfer has taken place during the project itself. The County must pay special attention to ensure that the correct people have received training for both technical and functional issues. In the end, a system will only be as effective as those using it.

To facilitate knowledge transfer and allow the County to maintain the system post go-live, GFOA recommends that the County share in at least 50% of the implementation effort. This requires County staff and vendor consultants to work together so that when the vendor consultants leave, necessary skills do not leave the project.

Staffing Requirements

For knowledge transfer purposes, GFOA recommends that the County provide a minimum of 50% of the total work effort. Keep in mind that implementation mix will depend on the size and complexity of the software.

County staff assigned to the project should include the staff that is the most experienced and knowledgeable with the County's business processes and requirements for a new system. For those staff assigned to the implementation on a full-time (or majority) basis, The County should seriously consider backfilling their positions and/or make alternative arrangements to ensure that other County programs and services are not adversely impacted. It may be possible to hire one backfill position to help with multiple project team members.

GFOA research indicates that with most systems, a full-time (or close to full time) project manager (or 1 FTE equivalent) is required from County's staff, although some vendors propose solutions that would only take half of a project manager's time. Additionally, functional experts would be used as needed. Effort would be different at different stages of the project. One of the "lessons learned" from other public sector organizations that have implemented new systems is that they underestimated the amount of work effort required to adequately staff the project during and after implementation.

Implementation Readiness

What are the resources required to implement an ERP system? Vendors that serve the small and medium-sized markets have a tendency to use implementation strategies where the client is responsible for most of the work. Vendor consultants are responsible for project management and overall configuration of the system; however, in addition to working with the implementation consultant on the design of the system, the client is primarily responsible for loading the data into the system. For example, the software consultants may be on-site for one week to show the client how the system works and to ask basic design questions. The consultants will then distribute homework assignments to the client and not return for two weeks. During the consultants' absence, the client may need to scrub data or prepare electronic spreadsheets to be loaded when the consultants return. This type of consulting relationship is designed to reduce costs. It is most effective when used with specialized software (i.e., software that is designed for specific vertical industries). It is less effective when used to implement more complex software (i.e., software that is designed to serve many vertical industries).

To implement the system effectively, the County will need to build its internal implementation team and may need to backfill tasks for personnel temporarily assigned to the ERP project. Minimum personnel for the successful implementation will require a project manager, a financial lead, an HR/payroll lead, and a technical lead (if necessary – See section on alternative delivery models earlier in the report). Ideally a change management lead, to oversee business process changes and training, and purchasing lead should be added. If the County cannot identify these resources separately then the project manager or financials lead should cover them.

The project manager's function is to oversee the implementation of the project and to make sure that the project remains on schedule, within budget and within scope. A "Lead" is responsible for overseeing the design for their particular function, managing all assistance assigned to them; and providing post-implementation support. Sample roles and responsibilities are included in the appendix to this report.

PROJECT SCHEDULE

The schedule below (which should be discussed with County staff) is somewhat aggressive, but should give County stakeholders an idea of the overall timeframe and where certain activities take place.

Exhibit 6: Potential Project Schedule

Month	Task
1	<input type="checkbox"/> Project Kickoff <input type="checkbox"/> Executive Visioning <input type="checkbox"/> Project Planning
2-4	<input type="checkbox"/> Functional Requirements <input type="checkbox"/> Technical Requirements <input type="checkbox"/> Legal, Procurement, and Administrative Requirements
5-6	<input type="checkbox"/> RFP Assembled <input type="checkbox"/> Release of RFP <input type="checkbox"/> Evaluation Plan Developed <input type="checkbox"/> County Team identified for implementation
7-9	<input type="checkbox"/> Proposals Received and Analyzed <input type="checkbox"/> Software Demonstrations (Two Vendors) <input type="checkbox"/> Team facilities identified for implementation
10	<input type="checkbox"/> Requests For Clarifications <input type="checkbox"/> Discovery with Two Vendors (Cost Estimates Provided) <input type="checkbox"/> Contract Negotiations Begin with One Vendor
11	<input type="checkbox"/> Negotiations Completed <input type="checkbox"/> Implementation Begins
12-36	<input type="checkbox"/> Implementation Activities – This includes multiple go-live phases. It is estimated that go-live for core modules would occur 8-10 months after implementation begins. Additional functionality would then be added subsequently. Specific implementation schedules depend on software chosen and implementation methodology.

APPENDIX A: MARKET RESEARCH RESULTS

GFOA occasionally conducts market research on various aspects of local government. This appendix presents the results of our most recent research (2009) into small government IT and Finance functions. In this study, six small counties were interviewed about their IT and Finance departments as well as their supporting systems.

Results

Question	County 1	County 2	County 3
Financial System	Tyler MUNIS	JD Edwards World	JD Edwards World (Not using HR module)
First Implemented	2002	1997	1994
Satisfaction	Satisfied Works very well with Crystal for reporting	Satisfied	Very satisfied Robust functionality and very flexible
Main reasons for moving to new system	Moved off an AS400 system from which it was difficult to extract info	Custom system built in-house was no longer meeting needs	Custom system built in-house that no longer met needs
Single Chart of Accounts?	Human Services has own. Target group info tracked in medical billing system	Human services uses medical billing system where more detailed client information contained. Uploaded into JDE	Yes. Utilizes JD Edwards subledgers for community programs (e.g. client info), project and grant accounting.
Days to process payroll	<ul style="list-style-type: none"> • ½ - ¾ day from point that timesheets are entered. • Pay that Friday. • System splits pay period at year end. 	<ul style="list-style-type: none"> • 2 days from point that timesheets are entered. • Pay that Friday. • System splits pay period at year-end • In process of implementing Kronos for auto time entry 	<ul style="list-style-type: none"> • 3-4 days to process payroll • Employees submit 2 timesheets for split end-of-year pay period • Purchased Kronos for auto time entry
Org. of Finance	<ul style="list-style-type: none"> • Centralized with dept staff • 3 employees (.45 per 100 employees) • Business Mgrs in 3 largest depts • Departments can enter JE's into the system but Finance posts 	<ul style="list-style-type: none"> • Centralized with dept staff • 5 employees (1.0 per 100 employees) • Large depts. have own staff • Depts enter own JE's 	<ul style="list-style-type: none"> • Centralized with dept staff • 5 employees (1.0 per 100 employees) • Large depts. have own staff
IT FTE's	9 FTE's (1.4 per 100 employees)	7 FTE's (1.4 per 100 employees) 4 of 7 dedicated to larger depts.	6 FTE's (1.2 per 100 employees) 2 part-time interns

Question	County 1	County 2	County 3
Lessons learned	<ul style="list-style-type: none"> • Some standardization prior to system but much because of the system. Easier to implement changes when you can blame the system. Otherwise it is hard fought. • Some aversion to new system lingers but it is especially appreciated by Finance given increasing audit standards • Make sure you have a good Project Manager who can spend a majority of their time on the implementation • Have County Board pass a resolution supporting the project and standardization • Was able to eliminate many but not all spreadsheets 	<ul style="list-style-type: none"> • Standardization is on-going • Document all decisions related to process changes (i.e. why it was done) 	<ul style="list-style-type: none"> • If you implement, backfill positions • Involve depts. in decision-making process to standardize • Develop policies in partnership • Get everyone on 1 system

Question	County 4	County 5	County 6
Financial System	JD Edwards Enterprise One – Financials HR/Payroll – windows-based but home-grown (looking to replace)	Financials – dev'ed in 1985 by another County ACS – Payroll and Fixed Assets Esser - Highways	HTE SunGard (Financials, Payroll, Fleet, Land Records)
First Implemented	2000	1985 (ACS)	1999
Satisfaction	Moderately satisfied <ul style="list-style-type: none"> • Not designed for government so no native governmental reporting 	<ul style="list-style-type: none"> • Financials needs to be replaced • Satisfied with ACS (considering full package) and with Esser 	Very satisfied <ul style="list-style-type: none"> • Excellent support from vendor • Good training opportunities • Vendor takes enhancement suggestions from users • Good integration
Main reasons for moving to new system			Y2K compatibility Need for integrated enterprise system
Single CoA?	1 generic CoA that everyone can use and Depts use a subset	Human Services has a separate GL	22 character CoA which captures all data except target group information which is in medical billing system
Days to process payroll	<ul style="list-style-type: none"> • Hold back 2 weeks so it takes about a week. Would probably take 3-4 days if had to do it • Use payroll accrual – don't run financials until accrual is posted 	<ul style="list-style-type: none"> • 2 days to process. Timesheets in on Friday, pay the following Friday • Split payroll at year-end 	<ul style="list-style-type: none"> • 2-3 days • Time cards due Monday and direct deposit ready on Wed. • Remote self-service time entry for HWY department • Payroll accrual doesn't work real well so use a edit report through 12/31 and a spreadsheet to calculate proper distribution
Org. of Finance	<ul style="list-style-type: none"> • Centralized with dept staff • 11 FTE's (1.1 per 100 employees) • Depts can enter JE's into system 	<ul style="list-style-type: none"> • Centralized with dept staff • 3 FTE's (.75 per 100 employees) • Human Services and Hwys can create own JE's which are centrally edited and posted • Central office does JE's for the rest of the 	<ul style="list-style-type: none"> • Centralized with dept staff • 4 FTE's (1.1 per 100 employees) • Each Dept has a clerk (AP mostly) • Large depts. create and submit JE's in excel

Question	County 4	County 5	County 6
IT FTE's	14 (1.4 per 100 employees)	5 and 1 contractor (1.5 per 100 employees)	7 (2.3 per 100 employees) Does not include GIS
Lessons learned	<ul style="list-style-type: none"> • Standardized by implementing a new system • Requires lots of training • Look for a govt-focused package • More modules = more staff required, more maintenance • Complete integration has a cost – complexity • 1.5 FTE's dedicated to supporting the system 	<ul style="list-style-type: none"> • Concentrated efforts required to standardize. Pick your battles. For example, Finance Director set out to eliminate dept. checking accounts and standardize vouchers • Need one CoA • Ability to develop custom reports is critical • Look to what other Counties are doing: <ul style="list-style-type: none"> ○ Neighboring county went to JDE ○ Two similar counties in the same state use Sage ○ Considering ACS 	<ul style="list-style-type: none"> • New system is the best hammer for getting people on board with standardized processes • Also requires a strong administrator • Fully integrated system does not mean you can reduce staff. It may require more people because you are collecting and using more data. Example is the what-if analysis you can do but that requires time and expertise

APPENDIX B: ROLES AND RESPONSIBILITIES

Project Team Role Descriptions

The following roles are typically used on ERP projects. For larger projects, each role is filled by a different person. For smaller projects (utilizing less complex software), roles and responsibilities are combined into the "Lead" functions. The descriptions of the roles are provided for informational purposes only. It is likely that the County will combine most roles and responsibilities under the "Leads", therefore, it should not be assumed that each role described below corresponds directly to an FTE.

Project Manager

Description: In conjunction with the Vendor's project manager, oversees the design, configuration, and post implementation support of the new accounting system.

Responsibilities:

Administration

- Works in conjunction with Vendor's Project Manager.
- Manages the County's resources to ensure project is on schedule, on budget and that quality expectations are met.
- Manages project level issues to resolution.
- Manages and filters issues to be elevated to the steering committee for resolution.
- Reports and communicates project status to steering committee

Design/Implementation

- Manages and coordinates County resources during system design.
- Assists Vendor Project Manager with managing project documents.
- Tracks and manages resolution of functional issues.
- Oversees the development of training materials.
- Oversees change management process.
- Verifies and approves acceptance testing.

Team Leads

Financials Team Lead

Description:

Responsible for managing the Financials team; overseeing the design process for the financials application; and managing post implementation support for the financials application.

Responsibilities:

- Coordinates work effort, through Project Managers, with HR/Payroll Team Lead, Change Management Lead and the Technical Team Lead
- Manages design of new business processes within the financials application.
- Manages resolution of functional issues related to the financials application.
- Configures software to meet the County's financial requirements.
- Manages and assists with development of training materials
- Manages and assists with software testing.
- Manages and assists with data conversion.
- Provide post implementation support

Design Management:

Will oversee the following design elements:

- Compliance with GAAP/GASB Reporting
- Organizational Design (e.g., Hierarchies)
- Budget Control/Budget Preparation Process
- Chart of Account Design
- Management Financial Reports
- Accounting Processes, including Purchasing and Budgeting

HR/Payroll Functional Lead

Description:

Responsible for Managing the HR/Payroll team; overseeing the design process for the HR/Payroll application; and managing post implementation support for the HR/Payroll application.

Responsibilities:

- Coordinates work effort, through Project Manager, with Financials Team Lead, Change Management Lead and the Technical Team Lead
- Manages team level issues to resolution
- Reports and communicates team status to Project Managers
- Manages design of new business processes within the HR/Payroll application.
- Manages resolution of functional issues related to the HR/Payroll application.
- Configures software to meet the County's HR/Payroll requirements.
- Manages and assists with development of training materials
- Manages and assists with software testing.
- Manages and assists with data conversion.
- Provide post implementation support

Design Management:

Will oversee the following design elements:

- Organizational Design (e.g., Employee Hierarchies within Proposed Organizational Design)
- HR Forms designs
- Management Reports
- HR Processes

Change Management Team Lead (Optional)

Description:

Responsible for managing new business processes that come about as a result of the implementation of the new system. Manages the development of the training program. Assists the Financials Team Lead and the HR/Payroll Lead in post implementation planning.

Responsibilities:

- Lead change management portion of process and organizational design.
- Assists Financials Team and HR/Payroll Team with issue resolution.
- Coordinate communication with all County stakeholders.
- Coordinate department readiness for new system.
- Manage development & conduct of training.
- Resolve change management issues.
- Assists with development of on-line and off-line forms.
- Assists with development of training materials.
- Assists with post implementation support planning.

Technical Team Lead(s)*

Description:

Responsible for managing the County's technical team resources; overseeing the design process for system environment; and managing post implementation technical support for the entire application including software, hardware, and network.

Responsibilities:

- Oversee creation and support of the development environment, including the Conference Room Pilot, the testing environment, the production environment, and the "live" environment.
- Manages development of technical architecture/production environment including:
 - Database
 - Network
 - Servers
 - Workstations
- Manages resolution of technical issues.
- Oversee technical configuration of software.

Ideal Government Candidate

- Assistant Director within the Information Systems department.
- Understanding of Client/Server technologies.
- Some understanding of Fourth Generation programming.
- Ability to prioritize issues to be elevated to the Project Managers

Subject Matter Experts (SME)

Description:

A team member for the General Ledger Team, the HR/Payroll Team, the Change Management Team, or the Technical Team. Team members are responsible for making functional and/or department decisions during the design and implementation of the new system. Team members are also active participants in the business process design, configuration of the software, and support of the software. The following is a list of responsibilities by function:

Responsibilities:

General Ledger

- Responsible for developing chart of accounts within new system.
- Assists Budget Department with determining levels of budget control within system.
- Develops crosswalk between old chart of accounts and new chart of accounts.
- Develops procedures for rollovers, carry forwards, period closings and year-end closings.
- Identifies standard reports for new system.
- Develops training materials for general ledger.
- Provides post implementation support.

Budget

- Responsible for developing budget control and budget preparation module.
- Works with GL Team to determine best chart of account design for budget control.
- Develops policies, in conjunction with GL Team, for pre-encumbrance and encumbrance control.
- Identifies standard budget reports for new system.
- Develops training materials for budget control and budget preparation.
- Provides post implementation support.

Accounts Payable

- Responsible for developing vendor records and check processing procedures for new system.
- Develops coding scheme for vendor identification.
- Works with GL Team to develop AP detailed accounts.
- Oversees migration of vendor records into new AP system.
- Develops payment procedures.
- Identifies standard reports for new system.
- Develops training materials for budget accounts payable.
- Provides post implementation support.

Accounts Receivable/Billing

- Responsible for developing customer records and billing procedures for new system.
- Develops coding scheme for customer identification.
- Works with GL Team to develop AR detailed accounts.
- Oversees migration of customer records into new AR system.
- Develops billing procedures.
- Identifies standard reports for new system.
- Develops training materials for accounts receivable and billing.
- Provides post implementation support.

Purchasing

- Responsible for developing bidding procedures, contract procedures, and purchasing procedures in new system.
- Works with GL Team and Budget SME to imbed pre-encumbrance and encumbrance procedures in purchasing process.
- Develops coding scheme for contract numbers and purchase order numbers.
- Develops process for bidding and contract awards in new system.
- Develops process for inspection and payment procedures.
- Oversees migration of contract, vendor, and purchase item data into new system.
- Identifies standard reports for new system.
- Develops training materials for purchasing.
- Provides post implementation support.

Grants/Projects

- Responsible for developing process for recording grant and project activity in new system.
- Works with GL Team to develop coding scheme for funding sources, grant related projects, fee-based projects, and other projects.
- Works with GL Team to develop project and grant account codes.
- Oversees migration of data into system.
- Identifies standard reports for new system.
- Develops training materials for grants/projects.
- Provides post implementation support.

Human Resources

- Responsible for developing human resource management capabilities in system.
- Develops process for tracking job applicants, employee data, and retirement data.
- Develops process for developing benefits administration capabilities.
- Works with Payroll Team to integrate human resources and payroll capabilities.
- Oversees migration of data into system.
- Identifies standard reports for new system.
- Develops training materials for human resources.
- Provides post implementation support.

Payroll

- Responsible for developing payroll procedures within system.
- Works with GL Team to develop accounting procedures for deductions and payment of payroll-related vendors.
- Works with Human Resources Team to integrate human resources and payroll capabilities.
- Oversees migration of data into system.
- Identifies standard reports for new system.
- Develops training materials for payroll.
- Provides post implementation support.

Fixed Assets/Financial

- Responsible for developing procedures for tracking and maintaining fixed asset information in new system.
- Works with GL team to develop bank account set-up within system
- Works with GL team to develop cash accounting processes and reports
- Oversees migration of data into system.
- Identifies standard reports for new system.
- Provides post implementation support.

Programmer/analysts

- Designs, develops, and tests changes to design environment, test environment, production environment, and "live" environment.
- Assists functional users with software modifications
- Assists functional users with interface development and develops interface programming.
- Assists functional users with report development, ad-hoc query development, and job scheduling.
- Provides technical support to functional users during conversion process.
- Performs automated conversion

DBA(s)*

- Maintains, develops, tests, and refreshes the design database, the test database, the production database and the "live" database.
- Perform system backup/restore
- Monitor and tune database performance
- Develops disaster recovery procedures
- Performs sizing requirements.

Network Specialist(s)*

- Develops and supports wide area network and local area network

- Network performance testing
- Configure workstations
- Coordinate rollout of software updates
- Provide general network support
- Develop disaster recovery procedures
- Capacity planning

General Technical Support Team Members*

- Build and support the technical environment
- System troubleshooting
- Develop and support job scheduling
- Develop and maintain operational documentation
- Provide technical support to designers/developers
- Implement software fixes and custom modifications
- Migration/source control

* Roles could change significantly if a hosting solution was selected.

MEMORANDUM

TO: Clarke County Board of Supervisors

FR: Thomas Judge, Director of Joint Administrative Services

DT: February 2, 2012

RE: *ERP System Budget Request*

Over the past eighteen months the Joint Administrative Services Board has researched a long term plan for the replacement of aging computer applications. Many of these systems were originally implemented, some as far back as the 1980's, as the automation of paper processes for specific functions of the Government and School. These systems are inadequate because: 1. their electronic data is available only to persons associated with that function; 2. these applications have not kept pace with widely available technology advances; and 3. Maintenance of the variety of applications, associated operating systems, and associated hardware is not the best use of the time of Information Technology personnel. The Joint Administrative Services Board has concluded that an Enterprise Resource Planning (ERP) System should be procured, and a governance structure established to make decisions regarding the implementation of this system. Further, the board proposes that the cost of this system should be equally shared between the Board of Supervisors and the School Board.

The purpose of the ERP System is to replace diverse systems and business processes with a single database and standardized business processes. Implementation would require several years. The following research led the JAS to make this recommendation:

Chronology

April 2010	Board of Supervisors appropriate \$50,000 for software integration.
May 2010	JAS begins discussion on solutions to administrative data system problems.
August 2010	RDA, Financial Systems vendor, presents their new system OpenRDA. It supports only modules that interface with General Ledger. RDA agrees to perform study of Clarke systems. JAS research begins into communities using ERP systems. Clarke Technology Directors state that infrastructure is currently in place to support ERP.
November 2010	Report on ERP systems used by Gloucester and Isle of Wight. List of current Government and School applications developed.
January 2011	RDA presents Best Practices Report calling for further implementation of RDA software. JAS Director delivers response. JAS Board selects GFOA to provide "business process analysis" and "business case development" at a cost of \$24,100.
February 2011	Nine Gov/School Focus Groups meet to discuss business processes and automation.
March 2011	GFOA Study states business case, recommends ERP System implementation. Cost range \$383K-\$1,078K. Return on investment in 3.8 to 6.6 years through recapture of \$250K to \$350K per year in lost productivity with current systems.
April 2011	Supervisors appropriate additional \$50K for software integration, leaving 7/11 balance of \$75,900. Finance Committee directs JAS to schedule an opportunity to

	pose questions to a similarly sized community that has implemented an ERP system (Staunton).
May 2011	Update on communities implementing ERP: Loudoun, Winchester, Prince George.
July 2011	Phone conference with City of Staunton on their ERP experience. JAS directs that a draft proposal for ERP System be developed for the FY 13 budget process. Work begins on revising Government and School business processes related to personnel.
August 2011	Commonwealth HJ130 study determined that local government business practices too dissimilar for single software specification. HJ645 study is underway to create central database of local government software implementations to assist with local government procurement. Includes input from VACO, VML, and VALGITE.

Options

Status Quo. The County (Government and Schools) could continue upgrading its current systems. This involves the least cash outlay in the next few years, but the highest cost over the mid and long term. Vendors will force upgrades, and certain systems will continue to fall behind on the latest technology developments. IT staff will continue to overextend in supporting disparate systems. Agencies will continue performing processes that could be automated. Example 1: the building permit system contains building value information that is printed out then rekeyed into the real estate assessment system. Example 2: the Treasury system prints out revenue information that is rekeyed into the Finance system.

Share ERP with another community. Communities sharing ERP computer applications is increasingly common. It saves money, provides offsite data backup, and permits communities to share best practices. Thus far attempts to find such a partnership for Clarke County have been unsuccessful. The primary reason is the complexity of trying to coordinate an ERP implementation with another community or communities.

ERP Software as a Service. ERP vendors will run their application on their own computer for multiple communities. They provide hardware, software updates, operating system updates, and data backup. The communities connect through a communication link. This solution has been frequently mentioned as superior by IT Directors because highly trained IT staff working for the vendors are ensuring the integrity of the data and application. In addition, the initial investment is reduced. The problems raised include concerns about the security and consistent availability of public data held on the computers of a private company.

ERP Local Server. Providing the ERP application on a local server would require the largest near term investment. It would also require a greater maintenance effort by IT staff. However, it would provide autonomy over the security and availability of the data. The cost estimates and return on investment periods provided in the GFOA report are premised on implementation of this option.

Best of Breed. Each application could be replaced with the best application available at the time the current application needs replacement. This would gradually improve the quality of computer applications, but would not resolve integration, hardware, and IT staff workload issues. Nevertheless, the GFOA study did recommend continued use of certain systems like Parks and Recreation program

ERP System Implementation

02/02/12

ROI

Source: Joint Administrative Services

Assumptions:

- 1 Costs are the average of low and high from page 34 of the GFOA Report. Assumes applications on local server.
- 2 Total hours estimated to be saved from ERP implementation is 4500 annually (mid range GFOA Study, pg. 35)
- 3 4160 hours have been eliminated through Treasurer and Commissioner, leaving an additional 350 still to be saved.

	YEAR					Total
	1	2	3	4	5	6
DIRECT COST OF NEW ERP						
Software License (HR, GL, Revenue, Documents)	165,065					
Professional Services	265,282					
Project Contingency	63,078					
Maintenance and Support	32,777	32,777	32,777	32,777	32,777	32,777
Travel	82,532					
TOTAL	608,734	32,777	32,777	32,777	32,777	772,620
COST AVOIDANCE (costs incurred if no ERP)						
Commissioner Position*	42,195	42,195	42,195	42,195	42,195	42,195
Treasurer Position*	36,810	36,810	36,810	36,810	36,810	36,810
Additional Hours Estimated in GFOA Study	13,713	13,713	13,713	13,713	13,713	13,713
Bright and XPRT Maintenance		18,250	36,500	36,500	36,500	36,500
Revenue Modules to XPRT	60,000					
Forced XPRT Front-End Upgrade		15,000				
XPRT Module to Archive Finance Documents					15,000	
Personnel Module Training and Applicant Tracking	30,000					
TOTAL	182,718	125,968	144,218	129,218	129,218	840,560

ROI in approximately 5.5 years.

Notes:

*These positions have been eliminated, but would need to be replaced when activity increases, unless technology is introduced that offers productivity improvements. XPRT offers some productivity improvement, but is not sufficient, and requires greater training and internal technical support.

**It should also be noted that extension of XPRT does not include the breadth of modules, or technical capabilities (such as on-line payments, and time and attendance) available from the ERP System.

***There is much debate about how much Software as a Service, aka SaaS or Cloud, would save. Studies reviewed indicate that over 5 years the costs of SaaS are approximately 75% of maintaining the software locally. This factor is expected to continue to decline, making SaaS progressively cheaper relative to local server operations. However, it has yet to be determined whether this option is feasible for Clarke County.

Clarke County Board of Supervisors



Berryville Voting District
J. Michael Hobert – Chair
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Millwood Voting District
John R. Staelin
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White Post Voting District
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David S. Weiss – Vice Chair
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Barbara J. Byrd
(540) 955-1215

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

February 13, 2012

Northern Shenandoah Valley Regional Commission
Attn: Mr. Tyler Klein
400 E. Kendrick Lane
Front Royal, VA 22630

Dear Mr. Klein,

The Clarke County Board of Supervisors supports Southeast Rural Community Assistance Project Inc's proposed HOME application project to the Northern Shenandoah Valley Regional Commission. Southeast RCAP is proposing to provide housing rehabilitation to low-income individuals, disabled veterans, and individuals transitioning home from long term care at five scattered sites throughout the NSVRC service region. If one of the rehabilitation sites is in our jurisdiction, we will work cooperatively with Southeast RCAP and support their efforts.

Thank you for your time and attention.

Sincerely,

David Ash

pc Lauren Mason Southeast RCAP, Inc.

Clarke

lwalburn@clarkecounty.gov

± Font Size ▾

Support Letter for Southeast RCAP

From : Lauren Mason <LMason@sercap.org>

Thu, Feb 02, 2012 02:05 PM

Subject : Support Letter for Southeast RCAP 1 attachment**To :** info@clarkecounty.gov

Dear Ms. Lora Walburn,

Thank you again for taking the time to speak with me today. Attached is the template of the letter for Southeast RCAP's HOME application to the Northern Shenandoah Valley Regional Commission. I understand the board doesn't meet again until their scheduled work session on 2/13/2012. I will contact the NSVRC about accepting the letter after the board reviews it and keep you updated with any additional information.

Thank you again and I hope you are having a lovely day.

Sincerely,

Lauren Mason

Planning & Development Manager
Southeast RCAP
lmason@sercap.org
540-345-1184 ext. 125

**County Administrator and Town Manger Support Letter Template.docx**11 KB

Phazz One Ministries, Inc.

Summary of HOME Grant Applications

Full Applicant Name: Phazz One Ministries, Inc.

Address: 501 South Cameron Street Winchester, VA 22601

Contact Person: Sandra Webster Phone #: 540-323-7159 Email: phazz1ministries@gmail.com

Organization Type: Non-profit Faith Based EIN #: 20-1859034 DUNS #: 007883729 CCR #: pending

Organizational Information

Phazz One Ministries, Inc. is a 501 (c) 3, non-profit, faith-based organization that works to offer a hand up not just a handout to those we serve. The mission of Phazz One Ministries is to improve the quality of life for individuals and families throughout Winchester, Frederick, and Clarke Counties. Community-based services offered by Phazz One include: Educational support services for preschoolers through high school seniors, free community meals and monthly family events, financial and household management classes, life and job skills training, mentoring, and supportive housing.

Phazz One Ministries' primary reason for being in Winchester is to make permanent, lasting changes in the lives of individuals and families in the Winchester, Frederick and Clarke County area.

With the current economic struggles that everyone is facing, many families in these communities are living paycheck to paycheck with no hope that their situation will get better any time soon. Phazz One Ministries Supportive Housing Program along with the other services provided to the community – free meal and family events, free tutoring and educational support services, financial and home management classes, life and job skills training, and mentoring/counseling services – offer a glimmer of hope that their life can be better even if their financial situation does not change.

Everyone receiving services are expected to work at changing their situation. Phazz One staff are available to assist, support, offer guidance, encouragement and friendship, but not dependency.

Phazz One Ministries, Inc. offers a hand up, not just a handout to those in the community that want to change their current situation.

HOME Tenant Based Rental Assistance Grant Request

Phazz One Ministries will partner with local agencies that work with very low and low income individuals and families in the Winchester, Frederick, Clarke county area. Applicants can be referred by agencies, schools, churches, counseling groups, long-term care institutions, temporary shelters, etc. or can self-refer to the program. Service partners include but are not limited to: CCAP, National Counseling Group, Salvation Army, local Departments of Social Services, The Laurel Center, etc. Services are provided to individuals fleeing domestic violence situations, those that have a substance abuse or mental health history, disabled veterans,

displaced seniors, chronically homeless families, those exiting temporary shelters, long term care facilities and/or half-way houses, and those who are living “doubled up” with family or friends. Phazz One Ministries can provide assistance with Security Deposit, First Month’s Rent, and Utility Deposits as needed. On a case-by-case basis, limited rental assistance can be provided on a short-term basis.

All applicants must meet the HUD income eligibility criteria and those established by Phazz One Ministries. Additionally, applicants will be expected to meet with Phazz One Ministries’ director and other staff to establish a plan that move them beyond their current circumstances. This plan will expect: 1) participation in other Phazz One programs (finance, job training and household management classes, etc.), 2) that each applicant demonstrates a desire to work to change their current situation, and 3) that they agree to regular monitoring calls, meetings, and/or visits by Phazz One staff.

Helping individuals and families secure safe, secure, permanent housing helps to improve their quality of life. Supportive services offered by Phazz One Ministries helps to ensure that they continue to make positive changes that impact their future.

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

February 13, 2012

DRAFT

Phazz One Ministries, Inc.
510 South Cameron Street
Winchester, Virginia 22601

Attention: Sandra Webster

Re: HOME Grant Application

The Clarke County Board of Supervisors recognizes the importance of assisting individuals and families in crises to secure safe, permanent housing. The Clarke County Board of Supervisors endorses Phazz One Ministries, Inc.'s application for HOME funds to address the needs of very-low and low-income individuals and families in Clarke, Frederick and Winchester.

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

Regards,

David L. Ash
County Administrator

REPORT

TO: Board of Supervisors
FR: Thomas Judge, Director of Joint Administrative Services
DT: February 15, 2012
RE: *February Finance Agenda*

1. **Commonwealth Attorney Transfer for Part-Time Salaries.** Please find a request from the Commonwealth's Attorney for additional funding in the amount of \$6,496 in part-time salaries.

The Committee recommends transfer of funds from the Personnel Contingency to the Office of the Commonwealth's Attorney in the amount of \$6,496.

2. **Minor Capital Contingency Transfers.** During the FY 12 budget process minor capital requests were addressed by creation of a contingency in the General Fund in the amount of \$20,000. Attached are three documents:
 - a) The FY 12 minor capital requests.
 - b) The FY 13 minor capital requests, some of which are redundant of FY 12.
 - c) New requests from the Registrar, Parks Director, and Maintenance Director some of which are redundant of past requests.

The Finance Committee recommends transfer of funds from the Minor Capital Contingency as follows:

- a. *To Registrar \$6,800 for purchased of Precinct Ballot Counter.*
- b. *To Parks and Recreation \$6,000 for ADA Accessible Pool Lift.*
- c. *To Buildings and Grounds \$4,624 for IT room cooling.*

3. **FY 13 Budget Review.** The documents discussed were those distributed at the February 6 Worksession. The following tentative changes are suggested as work continues:
 - a) Move Groundwater Study from Capital Projects to General Fund.
 - b) Reduce Historic Preservation Commission purchased services by \$30,500 due to completion of Chapel Hill Historic District study.
 - c) Add \$1,100 to Communications Maintenance Contracts based on new information from vendor.
 - d) Personnel Request modifications per attached.
 - e) Minor Capital modifications per attached.
 - f) Capital Project modifications per attached.
4. **Acceptance of January Bills and Claims.** The Committee recommends acceptance of this report by the Board of Supervisors.
5. **Standing Reports.** The following are included: Reconciliation of Appropriations. General Fund Balance. General Fund Expenditure Summary. General Government Capital Projects.

OFFICE OF THE COMMONWEALTH'S ATTORNEY



SUZANNE MACKALL PERKA
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

ARCHANA JESUDIAN McLOUGHLIN
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: January 18, 2012

This office is making a request for *additional* funding for our Part Time Salaries. We are requesting additional funding in the amount of \$6,496.00.

The Office of the Commonwealth's Attorney is tasked with the responsibility of prosecuting all crimes occurring in Clarke County. We support three courts: Juvenile & Domestic, General District and Circuit Courts. Unfortunately, modern day technology has increased crimes but has not yet led to a paperless system of prosecuting. This office prepares voluminous records and pleadings as required by the criminal justice system each week. Prosecuting cases is paper heavy with pleadings, discovery, notices, etc. The efficiencies of technology have not really been brought forth into this system as yet.

With every deputy taking calls, running radar, etc. comes more volume of work for my office. We must have staff to handle the sheer volume of paperwork. At this time, we are asking that the County authorize us an additional \$6,496.00 for compensation of our part time staff position.

This funding is critical for my office. It is difficult to keep up with the paperwork and filings and caseload even with this part time staff position. This funding is essential.

The calculations for the additional funds is based on the following:

Our current funding is	\$5,800.00
Spent through 1/12/12	<u>(5240.00)</u>
Balance remaining 1/12/12	\$ 560.00
Projected need thru 6/30 (6 months)	<u>(7,056.00)</u>
Requested amount	\$6,496.00

cc: David Ash, County Administrator

CLARKE COUNTY
 MINOR CAPITAL REQUESTS & ACTIONS
 FY 12 BUDGET

<u>Source</u>	<u>Item</u>	<u>Request Amount</u>	<u>Revenue</u>	<u>Approved Amount</u>	<u>Status</u>
Registrar	Voting Equipment (optical scan marker for visually impaired)	14,840			
Registrar	Locking file cabinet	500			
J&D Court	Copier	?			
Recreation Center	Cart, Blinds, TV, Carpet, Rugs	1,500			
Swimming Pool	ADA Required Lift into pool	6,000			
Programs	Unspecified	658			
Parks Admin	Park Bench	424			
Parks Admin	Office Chair	100			
TOTAL		24,022	0	0	0

CLARKE COUNTY
 MINOR CAPITAL REQUESTS & ACTIONS
 FY 13 BUDGET

<u>Source</u>	<u>Item</u>	<u>Request Amount</u>
Juvenile and Domestic Relations Court	Juvenile and Domestic Relations Court Copier	5,500
Juvenile and Domestic Relations Court	Juvenile and Domestic Relations Court Keyboard Trays	700
Parks and Recreation	Hand Cart	150
Parks and Recreation	Window Blinds	240
Parks and Recreation	Pool Umbrellas	600
Parks and Recreation	Admin Office Chair	150
Parks and Recreation	Trail Bench	424
Parks and Recreation	Portable Outdoor Volleyball Systems	6,500
Parks and Recreation	Large Bulletin Board	400
Registrar	Optical Scanner	6,800
Probation	Security Improvements	
Commonwealth's Attorney	Multifunction Printer	5,000
Commonwealth's Attorney	Fax Machine	80
Commonwealth's Attorney	2 laptop computers @\$400	800
Commonwealth's Attorney	2 Desk Chairs @250	750
Commonwealth's Attorney	File cabinet	700
Commonwealth's Attorney	4 Guest Chairs @225	900
Commonwealth's Attorney	Small Work Table	100
Commonwealth's Attorney	Work Table	150

29,944

TOTAL



Clarke County General Registrar

MEMORANDUM

TO: Tom Judge, David Ash, Finance Committee
FROM: Barbara Bosserman
DATE: January 23, 2012
SUBJECT: Supplemental Appropriation for Voting Equipment

The Clarke County Electoral Board and General Registrar request a supplemental appropriation to the FY12 budget in the amount of \$6,800 to purchase the M-100 Precinct Ballot Counter. The cost includes the tabulator, delivery, setup and training.

The request to purchase the M-100 is currently reflected in the FY13 budget; however, purchasing the equipment in the current fiscal year will expedite the purchase, delivery and training prior to the beginning of the November 2012 election cycle. Ballot preparation for the November election will begin in early September.

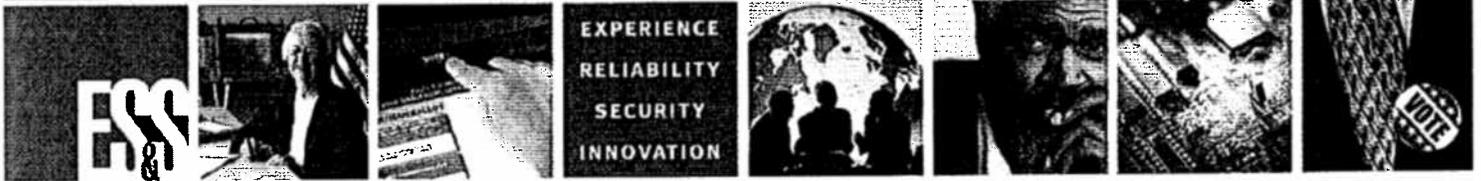
The M-100 will be used in the Central Absentee Precinct to tabulate paper ballots. During the 2008 Presidential Election, 814 voters (10% of registered voters) cast an absentee ballot; 422 in-person on the DRE and 392 by paper. The ballot consisted of 3 races, requiring 1,176 votes on paper ballots to be counted by hand.

In addition, "Early Voting" whereby any voter may vote, no reason necessary - beginning 45 days before an election, is once again before the General Assembly (HB786/SB12). We anticipate absentee voting to increase to 40% of registered voters as the result of early voting. Our Central Absentee Precinct will not be able to handle the volume of ballots to be counted.

Please let me know if additional information is needed. I am available to meet with the Finance Committee at their convenience.

Election Systems & Software

MAINTAINING VOTER CONFIDENCE. ENHANCING THE VOTING EXPERIENCE.



PRODUCT OVERVIEW

Model 100 Precinct Ballot Counter

The ES&S **Model 100** is a precinct-based, voter-activated paper ballot counter and vote tabulator. Utilizing advanced Intelligent Mark Recognition (IMR) visible light scanning technology, the **Model 100** Precinct Ballot Counter is a proven mainstay for jurisdictions worldwide employing precinct level vote tabulation.

Ensures Ballot Integrity

To ensure voter intent and ballot integrity, the **Model 100** has the ability to alert voters to overvoted races and undervoted or blank ballots. In the event of overvoted and undervoted situations, the **Model 100** can immediately return the ballot to the voter, displaying the specific race in question in the LCD display. Voters may then instruct the **Model 100** to "Accept" or "Return" the ballot through the simple push of a button. Returned ballots provide voters the opportunity to privately revise and then recast their ballot.

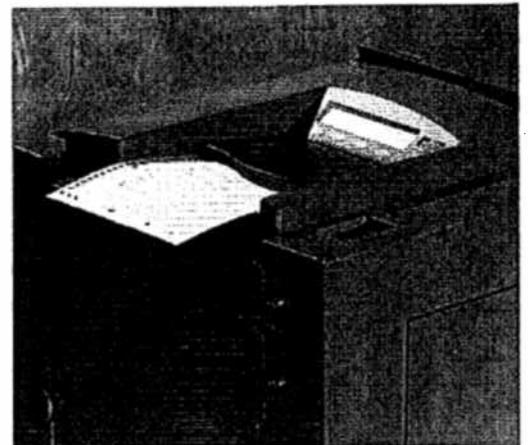
Security and Reliability

The **Model 100** with its rugged, stainless steel chassis features two independent, lockable ballot containers that provide a separate storage location and optional electronic divertor for ballots containing write-ins. An emergency ballot compartment is also included to securely store ballots in the unlikely event of unit failure or ballot disputes. Up to six hours of continuous precinct counter operation is delivered by a maintenance-free, sealed battery charged by an internal power supply. An internal thermal printer is provided in order to print election results and document an audit log of all unit transactions.

State-of-the-Art Flexibility

Driven by an Intel processor, the **Model 100** utilizes QNX operating software that provides real-time resource management, true multi-tasking capability, and unparalleled election accuracy. Dual Contact Image Sensors enable both sides of the ballot to be accurately

scanned simultaneously. The **Model 100** efficiently processes right-hand or left-hand oval and arrow response-area ballots, and ballots may be inserted without any orientation restrictions.



Fast Election Reporting

Immediately upon poll closing, the **Model 100's** internal thermal printer prints out vote totals and enables election officials to immediately transmit results to election central. The **Model 100** comes equipped with dual PCMCIA slots, an optional wireless modem for transmitting results, two external serial ports and one parallel port allowing the connection of a wide array of external components. All election definition programs, actual vote tallies, and audit logs are retained securely on the PCMCIA memory card within each **Model 100** unit.

Tested, Certified, Proven

The **Model 100** has been fully tested by an independent testing authority, certified to meet or exceed the rigorous government standards, and proven through use in thousands of actual elections worldwide.

The M100 is certified to meet the 2002 Federal Voting Systems Standards.



2611 ccpr@clarkecounty.gov

540-955-5140
Fax 540-955-4049

To: Tom Judge and the Clarke County Finance Committee
From: Lisa Cooke
Date: February 8, 2012
Subject: Request for Funds from Minor Capital Contingency Fund

On Friday, July 23, 2010, the 2010 Standards for Accessible Design were signed into law. This law requires all swimming pools less than 300 linear feet of pool wall to require at least one primary means of entry for handicapped individuals; either at lift or a sloped entry. This law states that individuals with disabilities cannot be excluded from or denied participation in State and local government programs, services or activities because a facility is inaccessible or unusable.

When this law was signed into effect agencies were given until March of 2012 to comply. This means that the Clarke County Pool will be required to have a pool lift by the time we open this summer. The cost of the lift with the requirements under the new ADA law will be approximately \$6,000. The law also calls for wading pools to have a sloped entry, but I believe that this would qualify under an undue financial burden for our County. I am going to get a quote on this type of an entry, but have talked with someone to come out to give us a quote and see if it is even a possibility. He gave me a ballpark figure of \$15,000-\$20,000. We also will not be offering any programs in the wading pool.

With the new ADA requirements in mind, I am requesting an allocation of \$6,000 from the Minor Capital Contingency Fund for the required pool lift. Thank you for your consideration.

Memo

To: Dave Ash
From: Robert M Levi
Subject: IT Room Cooling
Date: September 23, 2011

Attached is the proposal and drawing to add ductless split system to IT equipment room for additional cooling in basement of county wing. Outside unit will set beside of county generator and Inside is attached to wall near ceiling.

Cost for Labor and material is \$4624.00

Thanks Bobby



RIDDLEBERGER
BROTHERS, INC

6127 South Valley Pike P.O. Box 27 Mt. Crawford, Virginia 22641 ph 540-434-1731 fx 540-432-1001

Proposed Project Agreement

Proposal Date:

September 21, 2011

Proposal Number:

JB1301

Prepared for:

Clarke County Administration
101 Chalmers Court
Berryville, VA 22611
ATTN: Bobby Levi

Prepared by:

Jim Burtner
(540)-574-5933
burtnerj@rbiva.com



RIDDLEBERGER 6127 South Valley Pike P.O. Box 27 Mt. Crawford, Virginia 22641 540-324-1731
RIDDLEBERGER, INC.

PROJECT PROPOSAL

Agreement: Page 1 of 3

Company

Riddleberger Brothers, Inc.
6127 S.Valley Pike
PO Box 27
Mt. Crawford, VA 22841

Proposal Date: September 21, 2011

Proposal Number: JB1301

Phone: (540)-574-5933

Fax: (866)-588-9485

Bill To Identity

Agreement Location

Clarke County
Clarke County
524 Westwood Road
Berryville, VA 22611

Clarke County Administration
101 Chaimers Court
Berryville, VA 22611
ATTN: Bobby Levi

WE ARE PLEASED TO SUBMIT OUR PROPOSAL TO PERFORM THE FOLLOWING :

IT Room Ductless Split Installation

OUR PRICE FOR THIS PROPOSAL IS\$4,624.00.

OUR PROPOSAL INCLUDES: Labor and materials for the installation of a 2 ton ductless split system heat pump to serve the basement IT room at the administration building; includes the indoor air handler, outdoor condensing unit, refrigerant piping, condensate piping, and low voltage wiring.

OUR PROPOSAL EXCLUDES: electrical

WARRANTY: Our warranty on work performed is one (1) year, parts and labor.

TERMS OF PAYMENT: Monthly Progress Billing. Material and equipment furnished under this proposal shall remain the property of the seller until final payment has been received.

We hereby propose to furnish materials and labor - complete in accordance with above specifications, for the sum of: Four Thousand Six Hundred Twenty Four Dollars (\$4,624.00)

Upon execution as provided below, this agreement, including the following pages attached hereto (collectively, the "Agreement"), shall become a binding and enforceable agreement against both parties hereto. Customer, by execution of this Agreement, acknowledges that it has reviewed and understands the attached terms and conditions and has the authority to enter into this Agreement.

CONTRACTOR

CUSTOMER

Signature (Authorized Representative)

Signature (Authorized Representative)

Jim Burtner

Name (Print/Type)

Name (Print/Type)

Phone:(540)-574-5933 Fax: (866)-588-9485

Title

9/21/2011

Date

Date

FC 1

Project: Clarke County Courts
Prepared By:

09/21/2011
10:17AM

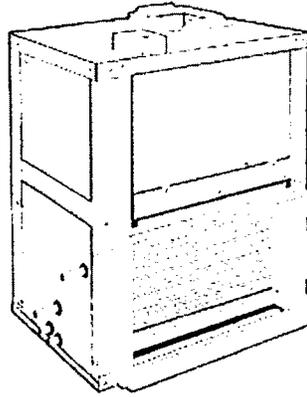
FC 1

**Tag Cover Sheet
Unit Report
Certified Drawing
Performance Report**

Unit Report For FC 1

Project: Clarke County Courts
Prepared By:

09/21/2011
10:17AM



Unit Parameters

Tag Name:..... FC 1
Quantity:..... 1
Unit Model:..... 42BVE08LD4L60711CE
Unit Type:..... 42BV Vertical Belt Drive
Unit Size:..... 800 CFM
Shipping Options:..... Standard

Dimensions

Unit Length:..... 20.00 in
Unit Width:..... 28.06 in
Unit Height:..... 36.50 in
Shipping Weight:..... 233 lb

Coil Parameters

System Type: 2-Pipe Cooling w/ Total Electric Heat
Cooling Coil:..... Cold Fluid Cooling
Cooling Coil Rows:..... 6 Rows
Heating Coil:..... Electric Heat
Coil Hand:..... Left Hand

Electrical

Motor Voltage:..... 208-3-60 V-Ph-Hz
Heater Voltage:..... 208-3-60, 2-Stage V-Ph-Hz
Heater kW:..... 7.0 kW

Fan and Drive Data

RPM:..... 1,153
BHP:..... .48 BHP
Turns:..... 3.0
Drive Code:..... CB7

Warranty Information

First Year - Parts Only (Standard)

Ordering Information

Part Number	Description	Quantity
Base Unit		
	42BVE08LD4L60711CE	1
	42BVD08:Vertical Belt-Drive Fan Coil 800 CFM Cooling 208-3-60	
	1/2 HP Motor	
	Overflow Switch (24V controls required)	
	Disconnect Switch (up to 40 Amps)	
	High Capacity 6-Row in lieu of standard 4-Row. For a 2-pipe system	
	7.0 kW	
	2-Stage	

Performance Summary For FC 1

Project: Clarke County Courts
 Prepared By:

09/21/2011
 10:17AM

Unit Parameters

Tag Name:..... FC 1
 Quantity:..... 1
 Unit Model:..... 42BVE08LD4L60711CE
 Unit Type:..... 42BV Vertical Belt Drive
 Unit Size:..... 800 CFM
 System Type: 2-Pipe Cooling w/ Total Electric Heat
 Cooling Coil:..... Cold Fluid Cooling
 Cooling Coil Rows:..... 6 Rows
 Heating Coil:..... Electric Heat
 Coil Hand:..... Left Hand
 Shipping Options:..... Standard

Unit Performance

Actual Airflow:..... 705.0 CFM
 Altitude:..... 0 ft
 External Static Pressure:..... .75 in wg
 Total Static Pressure:..... 1.07 in wg
 Voltage:..... 208-3-60 V-Ph-Hz

Cooling Data

Coil Type:..... Cold Fluid Cooling
 Coil Rows:..... 6 Rows
 Fluid Type:..... Fresh Water
 Total Capacity:..... 22,404 BTU/hr
 Sensible Capacity:..... 16,500 BTU/hr
 Entering Air Dry Bulb Temperature:..... 75.5 F
 Entering Air Wet Bulb Temperature:..... 64.4 F
 Leaving Air Dry Bulb Temperature:..... 54.1 F
 Leaving Air Wet Bulb Temperature:..... 53.7 F
 Fluid Flow Rate:..... 4.5 gpm
 Fluid Pressure Drop:..... 2.63 ft wg
 Fluid Entering Temperature:..... 45.0 F
 Fluid Leaving Temperature:..... 55.0 F

Electric Heating Data

Coil Type:..... Electric Heat
 Voltage:..... 208-3-60, 2-Stage V-Ph-Hz
 Sensible Capacity:..... 23,884 BTU/hr
 Entering Air Temperature:..... 60.0 F
 Leaving Air Temperature:..... 91.4 F
 kW:..... 7.0 kW

Electrical Data

Motor Voltage:..... 208-3-60 V-Ph-Hz
 Motor FLA (per motor):..... 2.4
 MCA:..... 27.288

Fan and Drive Data

Fan RPM:..... 1,153
 Number of Turns:..... 3.0
 Drive Package Code:..... CB7

Acoustical Data

Sound Power 63 dB:..... N/A
 Sound Power 125 dB:..... 60
 Sound Power 250 dB:..... 57
 Sound Power 500 dB:..... 57
 Sound Power 1000 dB:..... 58
 Sound Power 2000 dB:..... 54
 Sound Power 4000 dB:..... 49
 Sound Power 8000 dB:..... 42

Factory-Installed Options

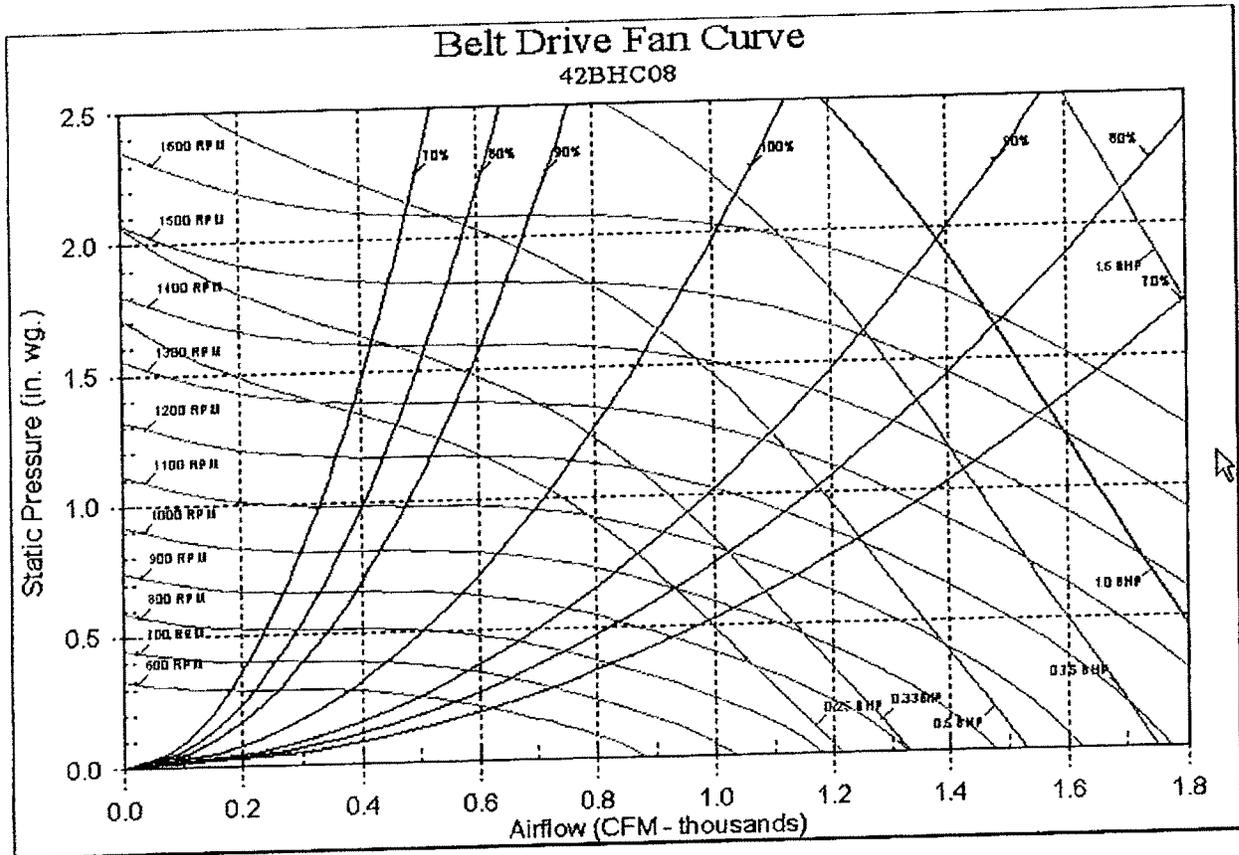
Unit Arrangement:..... Front Return / Top Supply
 Filters:..... 2 in. Pleated Filter
 Motor HP:..... 1/2 HP

Performance Summary For FC 1

09/21/2011
10:17AM

Project: Clarke County Courts
Prepared By:

AAV / Drains: Manual Air Vents only
 Coll Hand: Left Hand
 Overflow Switch: Overflow Switch (24V controls required)
 Thermostats: Field Supplied/Installed Thermostat
 Unit Controls: Disconnect Switch (up to 40 Amps)



FC 2

Project: Clarke County Courts
Prepared By:

09/21/2011
10:17AM

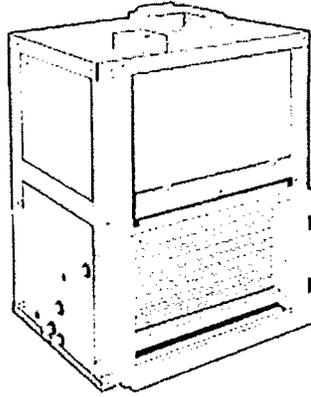
FC 2

**Tag Cover Sheet
Unit Report
Certified Drawing
Performance Report**

Unit Report For FC 2

Project: Clarke County Courts
Prepared By:

09/21/2011
10:17AM



Unit Parameters

Tag Name:.....FC 2
 Quantity:.....1
 Unit Model:.....42BVE30LD4L62419FE
 Unit Type:.....42BV Vertical Belt Drive
 Unit Size:.....3000 CFM
 Shipping Options:.....Standard

Dimensions

Unit Length:.....28.00 In
 Unit Width:.....48.06 In
 Unit Height:.....54.19 In
 Shipping Weight:.....473 lb

Coil Parameters

System Type:2-Pipe Cooling w/ Total Electric Heat
 Cooling Coil:.....Cold Fluid Cooling
 Cooling Coil Rows:.....6 Rows
 Heating Coil:.....Electric Heat
 Coil Hand:.....Left Hand

Electrical

Motor Voltage:.....208-3-60 V-Ph-Hz
 Heater Voltage:.....208-3-60, 3-Stage V-Ph-Hz
 Heater kW:.....15.0 kW

Fan and Drive Data

RPM:.....1,150
 BHP:.....1.17 BHP
 Turns:.....1.5
 Drive Code:.....FP1

Warranty Information

First Year - Parts Only (Standard)

Ordering Information

Part Number	Description	Quantity
Base Unit		1
	42BVE30LD4L62419FE	
	42BVD30:Vertical Belt-Drive Fan Coil 3000 CFM Cooling 208-3-60	
	1 1/2 HP Motor	
	Overflow Switch (24V controls required)	
	Disconnect Switch (41-60 Amps)	
	High Capacity 6-Row In lieu of standard 4-Row. For a 2-pipe system	
	15.0 kW	
	3-Stage	

Certified Drawing for FC 2

Project: Clarke County Courts
Prepared By:

09/21/2011
10:17AM



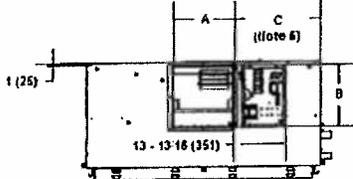
Carrier
A United Technologies Company

THESE DRAWINGS ARE THE PROPERTY OF CARRIER CORPORATION AND ARE LOANED TO YOU FOR YOUR CONVENIENCE. NO REPRODUCTION OR TRANSMISSION OF THESE DRAWINGS OR INFORMATION CONTAINED HEREIN IS PERMITTED WITHOUT THE WRITTEN CONSENT OF CARRIER CORPORATION.

**VERTICAL
BELT DRIVE UNIT
(ELECTRIC HEAT)**

42BVE

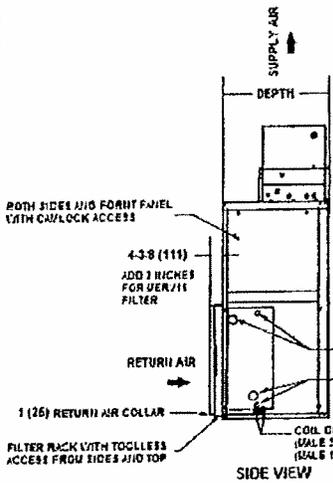
TOP VIEW



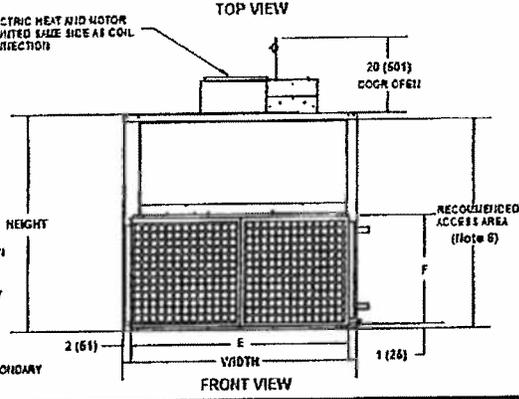
NOTE:

1. RH shown, LH opposite.
2. All dimensions ±1/4".
3. Coil connections shown are for 4-pipe system. Heating coil is in re-heat position as standard.
4. For 4-pipe, DX-hot water combination, hot water coil is always in pre-heat position as standard.
5. "C" dimension is measured from coil side of the unit.
6. Allow adequate spacing or maneuverability of unit to allow service through recommended access area.
7. Dimensions in parenthesis are in mm.

SIDE VIEW



FRONT VIEW



Unit Size	Dimensions									
	Fan Size	Depth	Width	Height	Supply Duct			Return Duct		
					A	B	C	E	F	
08	9x 4	20	28	33-1/2	8-7/8	10-7/8	17-1/4	24	16-1/2	
08	9x 6	20	28	33-1/2	8-7/8	10-7/8	15-3/4	24	16-1/2	
10	10 x 4	22	37	39-3/8	10-3/8	12	24-1/2	33	18-1/4	
12	10 x 7	22	37	39-3/8	10-3/8	12	21-1/2	33	18-1/4	
16	11 x 10	22	47	39-3/8	13-7/8	13	16-3/4	43	18-1/4	
20	12 x 9	24	48	45-1/8	13	14-1/8	17-3/4	44	20-3/4	
30	12 x 12	28	48	54-3/16	16-1/4	14-1/8	18	44	28	
40	15 x 12	28	62	57-5/8	16-3/4	16-3/8	22-3/4	53	28	

DATE: 01/17/2011

DRAWING NUMBER: 42BV-202-2



REVISION: D

SHEET: 1 OF 1

Performance Summary For FC 2

Project: Clarke County Courts
Prepared By:

09/21/2011
10:17AM

Unit Parameters

Tag Name: FC 2
Quantity: 1
Unit Model: 42BVE30LD4L62419FE
Unit Type: 42BV Vertical Belt Drive
Unit Size: 3000 CFM
System Type: 2-Pipe Cooling w/ Total Electric Heat
Cooling Coil: Cold Fluid Cooling
Cooling Coil Rows: 6 Rows
Heating Coil: Electric Heat
Coil Hand: Left Hand
Shipping Options: Standard

Unit Performance

Actual Airflow: 2,355.0 CFM
Altitude: 0 ft
External Static Pressure: 1.50 in wg
Total Static Pressure: 1.85 in wg
Voltage: 208-3-60 V-Ph-Hz

Cooling Data

Coil Type: Cold Fluid Cooling
Coil Rows: 6 Rows
Fluid Type: Fresh Water
Total Capacity: 86,229 BTU/hr
Sensible Capacity: 60,101 BTU/hr
Entering Air Dry Bulb Temperature: 78.6 F
Entering Air Wet Bulb Temperature: 65.2 F
Leaving Air Dry Bulb Temperature: 53.3 F
Leaving Air Wet Bulb Temperature: 52.9 F
Fluid Flow Rate: 17.2 gpm
Fluid Pressure Drop: 5.73 ft wg
Fluid Entering Temperature: 45.0 F
Fluid Leaving Temperature: 55.0 F

Electric Heating Data

Coil Type: Electric Heat
Voltage: 208-3-60, 3-Stage V-Ph-Hz
Sensible Capacity: 51,180 BTU/hr
Entering Air Temperature: 61.3 F
Leaving Air Temperature: 81.4 F
kW: 15.0 kW

Electrical Data

Motor Voltage: 208-3-60 V-Ph-Hz
Motor FLA (per motor): 6
MCA: 59.545

Fan and Drive Data

Fan RPM: 1,150
BHP: 1.17 BHP
Number of Turns: 1.5
Drive Package Code: FP1

Acoustical Data

Sound Power 63 dB: N/A
Sound Power 125 dB: 70
Sound Power 250 dB: 67
Sound Power 500 dB: 67
Sound Power 1000 dB: 68
Sound Power 2000 dB: 64
Sound Power 4000 dB: 59
Sound Power 8000 dB: 52

Factory-Installed Options

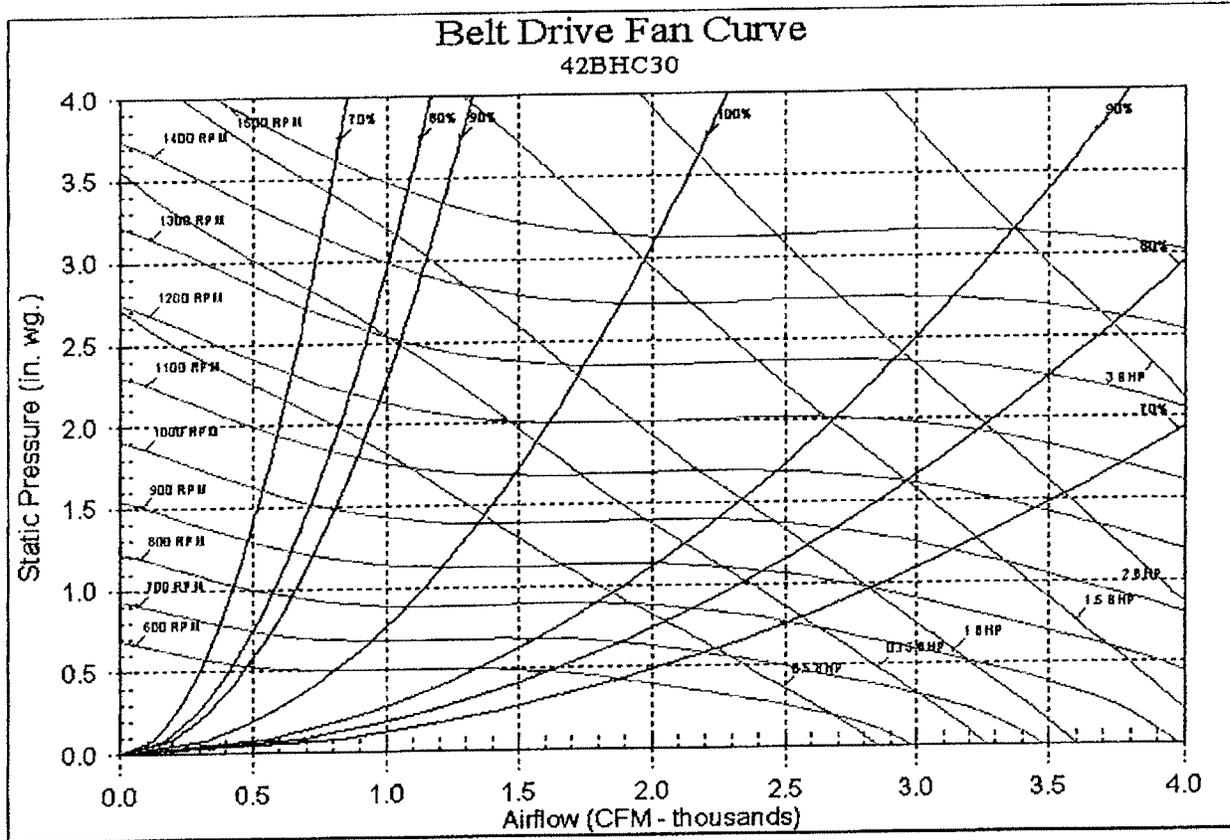
Unit Arrangement: Front Return / Top Supply
Filters: 2 In. Pleated Filter

Performance Summary For FC 2

Project: Clarke County Courts
 Prepared By:

09/21/2011
 10:17AM

Motor HP: 1 1/2 HP
 AAV / Drains: Manual Air Vents only
 Coil Hand: Left Hand
 Overflow Switch: Overflow Switch (24V controls required)
 Thermostats: Field Supplied/Installed Thermostat
 Unit Controls: Disconnect Switch (41-60 Amps)





PROJECT AGREEMENT TERMS AND CONDITIONS

Agreement: Page 2 of 3

The following terms and conditions are incorporated into and a part of the agreement between Contractor and Customer (the "Agreement"):

1. Customer shall permit Contractor free and timely access to areas and equipment, and allow Contractor to start and stop the equipment as necessary to perform required services. All planned work under this Agreement will be performed during the Contractor's normal working hours.

2. Contractor warrants that the workmanship hereunder shall be free from defects for thirty (30) days from date of installation. If any replacement part or item of equipment proves defective, Contractor will extend to Customer the benefits of any warranty Contractor has received from the manufacturer. Removal and reinstallation of any equipment or materials repaired or replaced under a manufacturer's warranty will be at Customer's expense and at the rates in effect. CONTRACTOR MAKES NO OTHER WARRANTIES, EXCEPT AS DESCRIBED HEREIN, AND EXPRESSLY DISCLAIMS ALL OTHER WARRANTIES WHETHER EXPRESS, IMPLIED OR STATUTORY, INCLUDING THE WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

3. Contractor may invoice Customer on a monthly basis. Customer will promptly pay invoices within ten (10) days of receipt. Should a payment become thirty (30) days or more delinquent, Contractor may stop all work under this Agreement without notice and/or cancel this Agreement, and the entire Agreement amount shall become due and payable immediately without notice or demand. In addition, if Contractor does not receive payment of a properly submitted invoice within thirty (30) days, Customer shall accrue a late charge on the balance outstanding at the lesser of (a) 1 1/2% per month or (b) the highest rate allowed by law, in each case compounded monthly to the extent allowed by law.

4. Customer shall be responsible for all taxes applicable to the services and/or materials hereunder.

5. Any alteration to, or deviation from, this Agreement involving extra work, cost of materials or labor will become an extra charge (fixed price amount to be negotiated or on a time-and-material basis at Contractor's rates then in effect) over the sum stated in this Agreement.

6. In the event Contractor must commence legal action in order to recover any amount payable or owed to Contractor under this Agreement, Customer shall pay Contractor all court costs and attorneys' fees incurred by Contractor.

7. In the event of a breach by Contractor of the terms of this Agreement, including without limitation Section 2, or in the event Customer incurs any liability in connection with the rendering of services by Contractor, Customer's sole remedy against Contractor shall be for Contractor to re-perform the services in accordance with the warranty or, if such services cannot be re-performed or such re-performance does not cure the breach or the liability, to refund to Customer the amount paid to Contractor under this Agreement, up to Customer's direct damages caused by such breach or liability. Notwithstanding the foregoing, in no event shall the liability of Contractor in connection with any products or services, whether by reason of breach of contract, tort (including without limitation negligence), statute or otherwise exceed the amount of fees paid by Customer to Contractor for those products or services. Further, in no event shall Contractor have any liability for loss of profits, loss of business, indirect, incidental, consequential, special, punitive, indirect or exemplary damages, even if Contractor has been advised of the possibility of such damages. In furtherance and not in limitation of the foregoing, Contractor shall not be liable in respect of any decisions made by Customer as a result of Contractor's services. Any action, regardless of form, against the Contractor relating to this Agreement, or the breach thereof, must be commenced within one (1) year from the date of the work.

8. Contractor shall not be liable for any delay, loss, damage or detention caused by acts or circumstances beyond its control including, without limitation, unavailability of machinery, equipment or materials, delay of carriers, strikes, including those by Contractor's employees, lockouts, civil or military authority, priority regulations, insurrection or riot, war, acts of terrorism, action of the elements, forces of nature, or by any cause beyond its control.



PROJECT AGREEMENT TERMS AND CONDITIONS

Agreement: Page 3 of 3

9. To the fullest extent permitted by law, Customer shall indemnify and hold harmless Contractor, its agent and employees from and against all claims, liabilities, damages, losses and expenses (including but not limited to attorneys' fees) arising out of or resulting from the performance of work hereunder or any act or omission arising out of or related to this Agreement, provided that such claim, damage, loss or expense is caused in whole or in part by an active or passive act or omission of Customer, anyone directly or indirectly employed by Customer, or anyone for whose acts Customer may be liable, regardless of whether it is caused in part by the negligence of Contractor. Further, and notwithstanding the preceding sentence, Contractor shall be held harmless and shall not be liable to Customer for any claims, liabilities, damages, losses and expenses related to mold or to the creation of mold at Customer's location(s) and shall have no obligation to treat, identify or remove such mold.

10. Customer shall make available to Contractor's personnel all pertinent Material Safety Data Sheets (MSDS) pursuant to OSHA'S Hazard Communication Standard Regulations.

11. Contractor's obligation under this proposal and any subsequent contract does not include the identification, abatement or removal of asbestos, mold or any other toxic or hazardous substances, hazardous wastes or hazardous materials. In the event such substances, wastes and materials are encountered, Contractor's shall have the right thereafter to suspend its work until such substances, wastes or materials and the resultant hazards are removed. The time for completion of the work shall be extended to the extent caused by the suspension and the contract price equitably adjusted. As previously provided, Contractor shall be held harmless and shall not be liable for any claims, liabilities, damages, losses and expenses related to such substances, wastes and materials, including the failure to identify or notify Customer of such substances, wastes and materials.

12. This Agreement is between Contractor and Customer alone, and neither intends that there be any third party beneficiaries to this Agreement. Without limiting the generality of the foregoing, by entering into this Agreement and providing services on Customer's behalf, Contractor is not assuming any duty or obligation to any of Customer's employees, vendors, clients, subcontractors, agents, shareholders, partners or members. Customer agrees to indemnify and hold Contractor harmless from and against any and all liabilities, losses, claims, costs, expenses and damages (including without limitation reasonable attorneys' fees) incurred by Contractor by reason of a claim brought against Contractor by any of Customer's employees, vendors, clients, subcontractors, agents, shareholders, partners or members with respect to the services provided by Contractor on Customer's behalf.

13. Each of the parties hereto is an independent contractor and neither party is, nor shall be considered to be, an agent, distributor or representative of the other. Neither party shall act or present itself, directly or indirectly, as an agent of the other or in any manner assume or create any obligation on behalf of, or in the name of, the other.

14. These terms and conditions, together with the attached documents, constitutes the entire agreement and understanding among the parties hereto and supersedes any and all prior agreements and understandings, oral or written, relating to the subject matter hereof. It sets forth the terms for the provision of any products or services Contractor may provide Customer, whether in connection with the particular engagement that is identified as the subject of this Agreement or otherwise, unless and until a written instrument is signed by an authorized representative of Contractor agreeing to different terms. This Agreement shall not be assignable by Customer without the express prior written consent of Contractor. This Agreement shall be governed by and construed in accordance with the laws of the State where Contractor's headquarters are located, without giving effect to that State's conflicts of laws principles.

<i>Date</i>	<i>Time</i>	<i>Location</i>	<i>Event</i>
Wednesday, January 18, 2012	02:00 PM	JGC	Staff Revenue Review
Tuesday, January 24, 2012	05:00 PM	JGC	Finance Committee: Revenue Review
Tuesday, January 31, 2012	05:00 PM	JGC	Finance Committee: Agency presentations
Monday, February 06, 2012	10:00 AM	JGC	BOS Worksession: presentation by County Administrator
Monday, February 13, 2012	01:00 PM	JGC	BOS Direction to County Administrator
Thursday, February 16, 2012	05:00 PM	JGC	Finance Committee
Monday, February 27, 2012	05:00 PM	JGC	Finance Committee
Wednesday, March 07, 2012	07:00 PM	JGC	BOS Worksession: SB presentation
Thursday, March 08, 2012	05:00 PM	JGC	Finance Committee
Tuesday, March 13, 2012	10:00 AM	JGC	BOS Worksession
Thursday, March 15, 2012	05:00 PM	JGC	Finance Committee
Tuesday, March 20, 2012	05:30 PM	JGC	BOS Worksession until final number
Tuesday, March 27, 2012	NA	Winchester Star	Advertise in newspaper, and develop link at Clarke Daily News
Tuesday, April 03, 2012	NA	Winchester Star	Advertise in newspaper, and develop link at Clarke Daily News
Tuesday, April 10, 2012	07:30 PM	JGC	Public Hearing
Tuesday, April 17, 2012	05:30 PM	JGC	BOS Worksession until final numbers; recess, then adopt budget and Appropriations Resolutions.

Government Projects	2	3	4	5	6	Notes
	FY 2013 Requested	FY 2014 Projected	FY 2015 Projected	FY 2016 Projected	FY 2017 Projected	
Public Safety						
Cruisers	83,642	78,000	78,000	152,000	76,000	Reduced in request from 152,000
Investigation and Undercover Vehicles		55,000	30,000			
Radios					125,000	
Personal Computers (laptops and desktops)			55,000	12,000		
ICOP Server, Communications CPUs, Backup Battery		20,000			19,000	
Weapons and Armor	8,925	18,000	5,000	42,000	18,000	Might use Drug Enforcement Funds
Mapping System Replacement						
Phone System (E911)	117,024					Request increased from 84K
Microwave System			65,631			Would likely solve F&R pager problem
2 nd Transmitter Site		400,000				
Parks						
New Projects						
West Side Improvements		90,000				shelter & Bathrooms
Athletic Fields			215,000	200,000		
Bandstand and Shelter			99,000			
Game Court Construction (basketball, shuffleboard, skate)					220,000	
Parking						
Storage Buildings		33,000				
Major Capital Asset Renovation and Repair						
Replace ballfield and pool fencing	10,000	20,000	20,000	20,000	20,000	
Renovate shelters		37,500	37,500			
Community Development						
Real Property Assessment	190,000				190,000	
Park to Town Utility Upgrades			50,000			
Solid Waste Convenience Center		500,000				
General						
New Projects						
Systems Integration: HR, Finance, Revenue Functions	325,000					
Regular Capital Asset Renovation and Repair						
Technology	55,363	55,363	55,363	55,363	55,363	includes telephone system upgrades
Vehicles	28,456	28,456	28,456	28,456	28,456	
Heating, Ventilation, and Air Conditioning (ongoing)	15,000	15,000	15,000	15,000	15,000	ex. 104 N. Church heat pumps, RL Est/Schedule.
Parking Renovations			40,000			Social Services parking lot, maintenance building, other, RL Est
Roofing			40,000			Social Services = 40K
Totals	831,310	1,344,319	829,950	522,819	762,819	

-FY2012 revenue needs to be updated-

Debt Proceeds					
Grants: Sheriff Map, E911, Mobile Command	117,024				
Town Contribution to Building Security at JGC					
Parks Recreation Trust					
Parks Construction Fund					
Senior Center Fund Raising					
By General Fund Transfer	714,266	1,344,319	829,950	522,819	762,819
Fund Balance for Capital (pay-as-you-go):					
Parks Master Plan		100,000			
Community Facilities		300,000			
Government Construction	325,000				
Fund Balance for Capital	325,000	400,000	0	0	0
General Fund Transfer net of Pay-as-you go	389,266	944,319	829,950	522,819	762,819

CLARKE COUNTY
 MINOR CAPITAL REQUESTS & ACTIONS
 FY 13 BUDGET

Source	Item	Request Amount	Revenue	Approved Amount	Status
Juvenile and Domestic Relations Court Copier	Juvenile and Domestic Relations Court Keyboard Trays	5,500			COVER FROM CONTINGENCY
Parks and Recreation	Hand Cart	700			COVER FROM CONTINGENCY
Parks and Recreation	Window Blinds	150			COVER FROM CONTINGENCY
Parks and Recreation	Pool Umbrellas	240			COVER FROM CONTINGENCY
Parks and Recreation	Admin Office Chair	600			COVER FROM CONTINGENCY
Parks and Recreation	Trail Bench	150			COVER FROM CONTINGENCY
Parks and Recreation	Portable Outdoor Volleyball Systems	424			COVER FROM CONTINGENCY
Parks and Recreation	Large Bulletin Board	6,500			COVER FROM CONTINGENCY
Parks and Recreation	Optical Scanner	400			COVER FROM CONTINGENCY
Registrar	Security Improvements	6,800			COVER FROM CONTINGENCY
Probation	Multifunction Printer	5,000			COVER FROM CONTINGENCY
Commonwealth's Attorney	Fax Machine	80			COVER FROM CONTINGENCY
Commonwealth's Attorney	2 laptop computers @\$400	800			COVER FROM CONTINGENCY
Commonwealth's Attorney	2 Desk Chairs @250	750			COVER FROM CONTINGENCY
Commonwealth's Attorney	File cabinet	700			COVER FROM CONTINGENCY
Commonwealth's Attorney	4 Guest Chairs @225	900			COVER FROM CONTINGENCY
Commonwealth's Attorney	Small Work Table	100			COVER FROM CONTINGENCY
Commonwealth's Attorney	Work Table	150			COVER FROM CONTINGENCY
TOTAL		29,944	0	0	

GENERAL GOVERNMENT PERSONNEL ISSUES

<u>Department</u>	<u>Current Wage</u>	<u>New Wage</u>	<u>Delta Wage</u>	<u>Delta FICA</u>	<u>Delta TOTAL</u>	<u>Rev Action</u>	<u>Notes</u>
Commissioner of Revenue		14,400	14,400	1,102	15,502	No	See if can cover from existing resources
Parks and Recreation	13356	17,644	4,288	328	4,616	No	
Parks and Recreation	25809	27,900	2,091	160	2,251	No	
Parks and Recreation	4400	4,732	332	25	357	No	
Parks and Recreation	94500	104,500	10,000	765	10,765	10,765 No	More hours, not more revenue Covered by revenue?
Commonwealth's Attorney	5800	16,640	10,840	829	11,669	Add 6500 to make 12,300	Wants Permanent Part Time Status
Commonwealth's Attorney	50646	54,191	3,545	921	4,466	No	7% Requested
Sheriff's Office	0	10,000	10,000	2,598	12,598	No	Local cost only
Social Services					21,310	Make 17K (no Office Manager increase)	Local cost only
Social Services					15,903	No	
					99,438	10,765	

02/08/12

Title: General Fund Balance
Source: Clarke County Joint Administrative Services

	<u>Previous</u>	<u>Current</u>	<u>Notes</u>
General Fund Balance Year End FY 2010			
Expenditure FY 11	14,154,881	14,154,881	
Revenue FY 11	(23,974,664)	(23,974,664)	
General Fund Balance (year end FY 11)	24,907,990	24,907,990	
	15,088,207	15,088,207	

Adjustments and Designations

Designations

Liquidity Designation @ 12% of FY 11/12 Budgeted Operating Revenue	(\$2,951,003)	(\$2,951,003)	
Stabilization Designation @ 3% of FY 11/12 Budgeted Operating Revenue	(737,751)	(737,751)	
Continuing Local GF Appropriations for Capital Projects	(5,127,367)	(5,127,367)	
School Capital/Debt	(1,500,000)	(1,500,000)	
Government Construction/Debt	(941,090)	(941,090)	
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	(262,868)	(262,868)	
Senior Center and Park Office	-	-	
Parks Master Plan	(100,000)	(100,000)	
School Operating Carryover	(186,014)	(186,014)	
Government Carryover Requests from Government Savings	(373,177)	(373,177)	
Energy Efficiency	(200,000)	(200,000)	
Landfill costs	(50,000)	(50,000)	
FY 11/12 Original Budget Surplus (Deficit)	(1,369,920)	(1,369,920)	
TOTAL Designations	(14,542,652)	(14,542,652)	

FY 11/12 Expenditure Budget Adjustments	(109,854)	(109,854)	
FY 11/12 Revenue Budget Adjustments	55,094	54,760	

Undesignated Fund Balance Projected June 30 490,796 490,462

Second Quarter Revenue Estimate Less Revised Budget -74,428

TOTAL 490,796 416,034

CLARKE COUNTY
 FD-PJT-FUNC-OBJ EXPENDITURES SUMMARY REPORT DEFINITION TYPE #0
 for Fiscal Year 2012 (2011-2012 Fiscal Year)
 Posted Only Figures
 Executed By: gilleya

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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For JANUARY	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	\$ 5,750.00	\$ 1,150.00	\$ 8,050.00	\$ 0.00	100.00
2100	FICA BENEFITS	\$ 1,056.00	\$ 335.93	\$ 73.75	\$ 427.22	\$ 292.85	72.27
2300	HOSPITAL/MEDICAL PLANS	\$ 10,168.00	\$ 4,051.90	\$ 405.19	\$ 5,489.59	\$ 626.51	93.84
3100	PROFESSIONAL SERVICES	\$ 10,000.00	\$ 0.00	\$ 0.00	\$ 270.05	\$ 9,729.95	2.70
3600	ADVERTISING	\$ 7,000.00	\$ 0.00	\$ 190.40	\$ 1,452.70	\$ 5,547.30	20.75
5210	POSTAL SERVICES	\$ 300.00	\$ 0.00	\$ 60.64	\$ 145.85	\$ 154.15	48.62
5307	PUBLIC OFFICIAL LIABILITY INS.	\$ 7,000.00	\$ 0.00	\$ 0.00	\$ 6,142.00	\$ 858.00	87.74
5540	TRAVEL CONVENTION & EDUCATION	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 2,409.48	\$ 590.52	80.32
5800	MISCELLANEOUS CHARGES	\$ 1,600.00	\$ 0.00	\$ 207.17	\$ 1,399.21	\$ 200.79	87.45
5810	DUES & ASSOC. MEMBERSHIPS	\$ 4,000.00	\$ 0.00	\$ 0.00	\$ 3,987.00	\$ 13.00	99.67
6001	OFFICE SUPPLIES	\$ 500.00	\$ 0.00	\$ 7.45	\$ 90.45	\$ 409.55	18.09
11010	BOARD OF SUPERVISORS	\$ 58,424.00	\$ 10,137.83	\$ 2,094.60	\$ 29,863.55	\$ 18,422.62	68.47
FUNC 12110 COUNTY ADMINISTRATOR							
1100	SALARIES - REGULAR	\$ 201,117.00	\$ 83,798.75	\$ 16,759.75	\$ 118,668.25	\$ 1,350.00	100.67
1300	SALARIES - PART TIME	\$ 0.00	\$ 0.00	\$ 187.50	\$ 875.00	\$ 875.00	100.00
2100	FICA BENEFITS	\$ 15,385.00	\$ 6,087.40	\$ 1,231.82	\$ 8,006.96	\$ 1,290.64	91.61
2210	VSRS BENEFITS	\$ 27,755.00	\$ 11,564.20	\$ 2,312.85	\$ 16,189.95	\$ 0.85	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 17,470.00	\$ 7,279.40	\$ 1,455.88	\$ 10,191.16	\$ 0.56	100.00
2400	LIFE INSURANCE	\$ 563.00	\$ 234.62	\$ 46.93	\$ 328.51	\$ 0.13	100.02
2700	WORKERS COMPENSATION INSURANCE	\$ 247.00	\$ 0.00	\$ 0.00	\$ 194.25	\$ 52.75	78.64
3100	PROFESSIONAL SERVICES	\$ 5,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 5,000.00	0.00
3320	MAINTENANCE SERVICE CONTRACT	\$ 500.00	\$ 808.04	\$ 127.99	\$ 333.08	\$ 641.12	228.22
3500	PRINTING AND BINDING	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 1,065.50	\$ 934.50	53.27
5210	POSTAL SERVICES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 20.00	\$ 480.00	4.00
5230	TELECOMMUNICATIONS	\$ 800.00	\$ 336.47	\$ 70.68	\$ 382.36	\$ 81.17	89.85
5540	TRAVEL CONVENTION & EDUCATION	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 667.41	\$ 332.59	66.74
5810	DUES & ASSOCIATION MEMBERSHIPS	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 530.83	\$ 969.17	35.39
6001	OFFICE SUPPLIES	\$ 1,000.00	\$ 0.00	\$ 66.02	\$ 702.73	\$ 297.27	70.27
6008	VEHICLE AND EQUIP FUEL	\$ 1,200.00	\$ 0.00	\$ 87.67	\$ 517.99	\$ 682.01	43.17
6012	BOOKS AND SUBSCRIPTIONS	\$ 1,350.00	\$ 0.00	\$ 89.11	\$ 904.28	\$ 445.72	66.98
8202	FURNITURE & FIXTURES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 124.00	\$ 124.00	100.00
12110	COUNTY ADMINISTRATOR	\$ 277,387.00	\$ 110,108.88	\$ 22,436.20	\$ 159,702.26	\$ 7,575.86	97.27
FUNC 12210 LEGAL SERVICES							
1100	SALARIES/WAGES - REGULAR	\$ 32,754.00	\$ 13,455.67	\$ 2,691.14	\$ 19,061.60	\$ 236.73	99.28
2100	FICA	\$ 2,506.00	\$ 1,030.72	\$ 206.14	\$ 1,469.16	\$ 6.12	99.76
2210	VSRS	\$ 4,520.00	\$ 1,856.88	\$ 371.38	\$ 3,273.79	\$ 610.67	113.51
2400	LIFE INSURANCE	\$ 92.00	\$ 37.69	\$ 7.53	\$ 66.39	\$ 12.08	113.13
3100	PROFESSIONAL SERVICES	\$ 32,000.00	\$ 0.00	\$ 778.00	\$ 12,548.80	\$ 19,451.20	39.22
12210	LEGAL SERVICES	\$ 71,872.00	\$ 16,380.96	\$ 4,054.19	\$ 36,419.74	\$ 19,071.30	73.46
FUNC 12310 COMMISSIONER OF REVENUE							
1100	SALARIES - REGULAR	\$ 136,044.00	\$ 54,172.92	\$ 9,473.17	\$ 74,407.24	\$ 7,463.84	94.51
1300	SALARIES - PART TIME	\$ 0.00	\$ 0.00	\$ 0.00	\$ 436.80	\$ 436.80	100.00
2100	FICA BENEFITS	\$ 10,408.00	\$ 3,722.23	\$ 683.91	\$ 5,299.92	\$ 1,385.85	86.68
2210	VSRS BENEFITS	\$ 18,774.00	\$ 7,475.86	\$ 1,307.31	\$ 10,144.04	\$ 1,154.10	93.85
2300	HEALTH INSURANCE BENEFITS	\$ 17,914.00	\$ 8,480.95	\$ 1,696.19	\$ 9,971.07	\$ 538.02	103.00
2400	LIFE INSURANCE	\$ 381.00	\$ 151.68	\$ 26.53	\$ 205.81	\$ 23.51	93.83

CLARKE COUNTY
 FD-PJT-FUNC-OBJ EXPENDITURES SUMMARY REPORT DEFINITION TYPE #0
 for Fiscal Year 2012 (2011-2012 Fiscal Year)
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 Executed By: gilleya

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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For JANUARY	Expenditures Year-to-Date	Available Balance	Percent Used
2700	WORKERS COMPENSATION INSURANCE	\$ 200.00	\$ 0.00	\$ 0.00	\$ 159.23	\$ 40.77	79.62
3100	PROFESSIONAL SERVICES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
3310	REPAIR & MAINTENANCE	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
3320	MAINTENANCE SERVICE CONTRACTS	\$ 500.00	\$ 251.05	\$ 20.60	\$ 180.07	\$ 68.88	86.22
3500	PRINTING AND BINDING	\$ 1,200.00	\$ 0.00	\$ 0.00	\$ 193.74	\$ 1,006.26	16.14
3600	ADVERTISING	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
4100	DATA PROCESSING	\$ 1,800.00	\$ 0.00	\$ 0.00	\$ 195.00	\$ 1,605.00	10.83
5210	POSTAL SERVICES	\$ 3,000.00	\$ 0.00	\$ 435.97	\$ 542.69	\$ 2,457.31	18.09
5230	TELECOMMUNICATIONS	\$ 1,200.00	\$ 0.00	\$ 42.37	\$ 259.54	\$ 940.46	21.63
5510	TRAVEL MILEAGE	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 2,000.00	\$ 0.00	\$ 283.65	\$ 2,081.41	\$ 81.41	104.07
5810	DUES & MEMBERSHIPS	\$ 1,200.00	\$ 0.00	\$ 60.00	\$ 4,150.00	\$ 2,950.00	345.83
6001	OFFICE SUPPLIES	\$ 1,100.00	\$ 0.00	\$ 74.00	\$ 276.20	\$ 823.80	25.11
6008	VEHICLE AND EQUIP FUEL	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
6012	BOOKS AND SUBSCRIPTIONS	\$ 1,000.00	\$ 0.00	\$ 118.00	\$ 351.94	\$ 648.06	35.19
8201	MACHINERY & EQUIPMENT	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00
12310	COMMISSIONER OF REVENUE	\$ 198,221.00	\$ 74,254.69	\$ 14,221.70	\$ 108,854.70	\$ 15,111.61	92.38
	FUNC 12320 ASSESSOR						
1100	SALARIES - REGULAR	\$ 42,459.00	\$ 0.00	\$ 0.00	\$ 21,679.50	\$ 20,779.50	51.06
2100	FICA BENEFITS	\$ 3,249.00	\$ 0.00	\$ 0.00	\$ 2,536.05	\$ 712.95	78.06
2210	VSRS BENEFITS	\$ 5,859.00	\$ 0.00	\$ 0.00	\$ 2,929.68	\$ 2,929.32	50.00
2300	HEALTH INSURANCE BENEFITS	\$ 7,746.00	\$ 0.00	\$ 0.00	\$ 3,873.00	\$ 3,873.00	50.00
2400	LIFE INSURANCE	\$ 119.00	\$ 0.00	\$ 0.00	\$ 59.46	\$ 59.54	49.97
2700	WORKER'S COMPENSATION	\$ 700.00	\$ 0.00	\$ 0.00	\$ 569.88	\$ 130.12	81.41
2800	OTHER EMPLOYEE BENEFITS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 14,695.20	\$ 14,695.20	100.00
3320	MAINTENANCE SERVICE CONTRACT	\$ 3,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,500.00	0.00
5210	POSTAL SERVICES	\$ 50.00	\$ 0.00	\$ 1.52	\$ 1.52	\$ 48.48	3.04
5510	TRAVEL MILEAGE	\$ 250.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 250.00	0.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	0.00
5810	DUES & MEMBERSHIPS	\$ 250.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 250.00	0.00
6001	OFFICE SUPPLIES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
6012	BOOKS AND SUBSCRIPTIONS	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
12320	ASSESSOR	\$ 64,782.00	\$ 0.00	\$ 1.52	\$ 46,344.29	\$ 18,437.71	71.54
	FUNC 12410 TREASURER						
1100	SALARIES - REGULAR	\$ 177,642.00	\$ 63,365.82	\$ 12,673.17	\$ 89,362.19	\$ 24,913.99	85.98
2100	FICA BENEFITS	\$ 13,591.00	\$ 4,792.82	\$ 958.58	\$ 6,759.73	\$ 2,038.45	85.00
2210	VSRS BENEFITS	\$ 24,515.00	\$ 8,744.67	\$ 1,748.90	\$ 12,242.30	\$ 3,528.03	85.61
2300	HEALTH INSURANCE BENEFITS	\$ 17,470.00	\$ 4,051.90	\$ 810.38	\$ 5,672.66	\$ 7,745.44	55.66
2400	LIFE INSURANCE	\$ 497.00	\$ 177.40	\$ 35.49	\$ 248.43	\$ 71.17	85.68
2700	WORKERS COMPENSATION INSURANCE	\$ 210.00	\$ 0.00	\$ 0.00	\$ 170.31	\$ 39.69	81.10
3100	PROFESSIONAL SERVICES	\$ 0.00	\$ 0.00	\$ 20.60	\$ 333.60	\$ 333.60	100.00
3320	MAINTENANCE SERVICE CONTRACT	\$ 400.00	\$ 129.35	\$ 0.00	\$ 117.86	\$ 152.79	61.80
3500	PRINTING AND BINDING	\$ 8,500.00	\$ 0.00	\$ 0.00	\$ 4,779.59	\$ 3,720.41	56.23
3600	ADVERTISING	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00
5210	POSTAL SERVICES	\$ 19,000.00	\$ 0.00	\$ 662.06	\$ 8,844.29	\$ 10,155.71	46.55
5230	TELECOMMUNICATIONS	\$ 1,000.00	\$ 0.00	\$ 110.49	\$ 316.88	\$ 683.12	31.69
5306	SURETY BONDS	\$ 110.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 110.00	0.00
5510	TRAVEL MILEAGE	\$ 250.00	\$ 0.00	\$ 0.00	\$ 88.80	\$ 161.20	35.52
5540	TRAVEL CONVENTION & EDUCATION	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 522.79	\$ 1,477.21	26.14
5810	DUES & MEMBERSHIPS	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 850.00	\$ 150.00	85.00
6001	OFFICE SUPPLIES	\$ 5,000.00	\$ 0.00	\$ 112.10	\$ 607.67	\$ 4,392.33	12.15
6022	SUPPLIES - DOG TAGS	\$ 750.00	\$ 0.00	\$ 0.00	\$ 739.00	\$ 11.00	98.53
12410	TREASURER	\$ 272,935.00	\$ 81,261.96	\$ 17,131.77	\$ 131,656.10	\$ 60,016.94	78.01

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

FUNC 12510 DATA PROCESSING								
1100	SALARIES & WAGES - REGULAR	\$ 113,282.00	\$ 47,673.33	\$ 9,534.67	\$ 9,534.67	\$ 65,696.99	\$ 88.32-	100.08
1300	SALARIES - PART TIME	\$ 0.00	\$ 0.00	\$ 367.50	\$ 367.50	\$ 1,785.00	\$ 1,785.00-	100.00
2100	FICA BENEFITS	\$ 8,666.00	\$ 3,272.55	\$ 682.68	\$ 682.68	\$ 4,795.31	\$ 598.14	93.10
2210	VSRS	\$ 15,633.00	\$ 6,578.93	\$ 1,315.78	\$ 1,315.78	\$ 8,990.26	\$ 63.81	99.59
2300	HOSPITAL/MEDICAL PLANS	\$ 7,746.00	\$ 5,438.55	\$ 1,087.71	\$ 1,087.71	\$ 7,134.74	\$ 4,827.29-	162.32
2400	LIFE INSURANCE	\$ 317.00	\$ 133.48	\$ 26.70	\$ 26.70	\$ 182.43	\$ 1.09	99.66
2700	WORKER'S COMPENSATION	\$ 136.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 111.88	\$ 24.12	82.26
2800	LEAVE PAYOUTS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,248.53	\$ 1,248.53-	100.00
3100	PROFESSIONAL SERVICES	\$ 10,000.00	\$ 2,725.00	\$ 150.00	\$ 150.00	\$ 1,215.00	\$ 6,060.00	39.40
3320	MAINTENANCE SERVICE CONTRACT	\$ 36,500.00	\$ 8,814.13	\$ 901.22	\$ 901.22	\$ 26,245.59	\$ 1,440.28	96.05
5210	POSTAL SERVICES	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00
5230	TELECOMMUNICATIONS	\$ 50,000.00	\$ 3,046.38	\$ 3,141.58	\$ 3,141.58	\$ 15,324.01	\$ 31,629.61	36.74
5540	TRAVEL CONVENTION & EDUCATION	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
6001	OFFICE SUPPLIES	\$ 3,000.00	\$ 0.00	\$ 56.88	\$ 56.88	\$ 445.86	\$ 2,554.14	14.86
6012	BOOKS & SUBSCRIPTIONS	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00
8201	MACHINERY & EQUIPMENT	\$ 0.00	\$ 0.00	\$ 199.32	\$ 199.32	\$ 919.12	\$ 919.12-	100.00
8207	EDP EQUIPMENT	\$ 10,000.00	\$ 2,064.00	\$ 335.33	\$ 335.33	\$ 8,374.54	\$ 438.54-	104.39

12510	DATA PROCESSING	\$ 256,980.00	\$ 79,746.35	\$ 17,799.37	\$ 17,799.37	\$ 142,469.26	\$ 34,764.39	86.47

FUNC 13100 ELECTORAL BOARD AND OFFICIALS								
1300	SALARIES - PART TIME	\$ 7,512.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,504.00	\$ 5,008.00	33.33
2100	FICA	\$ 575.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 191.55	\$ 383.45	33.31
2700	WORKER'S COMPENSATION	\$ 10.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 10.00	0.00
3000	PURCHASED SERVICES	\$ 4,200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,716.25	\$ 483.75	88.48
3160	ELECTORAL BOARD SERVICES	\$ 8,565.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 4,895.00	\$ 3,670.00	57.15
3320	MAINTENANCE SERVICE CONTRACT	\$ 4,725.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 4,725.00	0.00
3500	PRINTING AND BINDING	\$ 2,500.00	\$ 0.00	\$ 108.00	\$ 108.00	\$ 1,131.00	\$ 1,369.00	45.24
3600	ADVERTISING	\$ 510.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 322.40	\$ 187.60	63.22
5210	POSTAL SERVICES	\$ 2,445.00	\$ 0.00	\$ 273.81	\$ 273.81	\$ 630.96	\$ 1,814.04	25.81
5400	LEASES AND RENTALS	\$ 1,050.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 675.00	\$ 375.00	64.29
5510	TRAVEL MILEAGE	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 115.51	\$ 384.49	23.10
5540	TRAVEL CONVENTION & EDUCATION	\$ 900.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 228.73	\$ 671.27	25.41
5810	DUES, SUBSCRIPTIONS & MEMBERSHIPS	\$ 150.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 125.00	\$ 25.00	83.33
6000	MATERIAL AND SUPPLIES	\$ 600.00	\$ 0.00	\$ 27.26	\$ 27.26	\$ 556.13	\$ 43.87	92.69

13100	ELECTORAL BOARD AND OFFICIALS	\$ 34,242.00	\$ 0.00	\$ 409.07	\$ 409.07	\$ 15,091.53	\$ 19,150.47	44.07

FUNC 13200 REGISTRAR								
1100	SALARIES - REGULAR	\$ 43,363.00	\$ 18,067.93	\$ 3,613.58	\$ 3,613.58	\$ 25,745.06	\$ 449.99-	101.04
1300	SALARIES - PART TIME	\$ 8,840.00	\$ 0.00	\$ 520.00	\$ 520.00	\$ 3,272.00	\$ 5,568.00	37.01
2100	FICA BENEFITS	\$ 3,995.00	\$ 1,388.44	\$ 317.47	\$ 317.47	\$ 2,228.56	\$ 378.00	90.54
2210	VSRS BENEFITS	\$ 5,984.00	\$ 2,493.40	\$ 498.67	\$ 498.67	\$ 3,490.69	\$ 0.09-	100.00
2400	LIFE INSURANCE	\$ 121.00	\$ 50.58	\$ 10.12	\$ 10.12	\$ 70.84	\$ 0.42-	100.35
2700	WORKERS COMPENSATION INSURANCE	\$ 794.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 41.57	\$ 752.43	5.24
3310	REPAIR & MAINTENANCE	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 135.00	\$ 65.00	67.50
3320	MAINTENANCE & SERVICE CONTRACT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 25.61	\$ 25.61-	100.00
5230	TELECOMMUNICATIONS	\$ 900.00	\$ 319.56	\$ 51.80	\$ 51.80	\$ 366.32	\$ 214.12	76.21
5510	TRAVEL MILEAGE	\$ 150.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 67.50	\$ 82.50	45.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 870.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 611.70	\$ 258.30	70.31
5810	DUES & SUBSCRIPTIONS	\$ 150.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 140.00	\$ 10.00	93.33
6001	OFFICE SUPPLIES	\$ 700.00	\$ 0.00	\$ 34.95	\$ 34.95	\$ 201.46	\$ 498.54	28.78
8202	FURNITURE & FIXTURES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 340.03	\$ 340.03-	100.00

13200	REGISTRAR	\$ 66,067.00	\$ 22,319.91	\$ 5,046.59	\$ 5,046.59	\$ 36,736.34	\$ 7,010.75	89.39

FUNC 21100 CIRCUIT COURT								
2100	FICA	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 948.56	\$ 948.56-	100.00

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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For JANUARY	Expenditures Year-to-Date	Available Balance	Percent Used
5841	COMPENSATION OF JURORS	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 990.00	\$ 1,010.00	49.50
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	\$ 0.00	\$ 10,000.00	0.00
21100	CIRCUIT COURT	\$ 12,180.00	\$ 0.00	\$ 0.00	\$ 2,118.56	\$ 10,061.44	17.39
	FUNC 21200 GENERAL DISTRICT COURT						
3150	LEGAL	\$ 0.00	\$ 0.00	\$ 0.00	\$ 187.50	\$ 187.50	100.00
3320	MAINTENANCE SERVICE CONTRACT	\$ 0.00	\$ 245.82	\$ 0.00	\$ 54.18	\$ 300.00	100.00
5210	POSTAL SERVICES	\$ 744.00	\$ 216.00	\$ 324.00	\$ 486.00	\$ 42.00	94.35
5230	TELECOMMUNICATIONS	\$ 2,000.00	\$ 0.00	\$ 144.22	\$ 766.43	\$ 1,233.57	38.32
5810	DUES & MEMBERSHIPS	\$ 85.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 85.00	0.00
6001	OFFICE SUPPLIES	\$ 1,500.00	\$ 0.00	\$ 4.75	\$ 329.25	\$ 1,170.75	21.95
6012	BOOKS AND SUBSCRIPTIONS	\$ 600.00	\$ 0.00	\$ 0.00	\$ 371.09	\$ 228.91	61.85
8201	MACHINERY & EQUIPMENT	\$ 135.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 135.00	0.00
21200	GENERAL DISTRICT COURT	\$ 5,064.00	\$ 461.82	\$ 472.97	\$ 2,194.45	\$ 2,407.73	52.45
	FUNC 21300 MAGISTRATE						
5230	TELECOMMUNICATIONS	\$ 1,000.00	\$ 0.00	\$ 12.91	\$ 95.40	\$ 904.60	9.54
	FUNC 21500 JUVENILE & DOMESTIC RELATIONS OFFICE						
3320	MAINTENANCE SERVICE CONTRACT	\$ 1,221.00	\$ 244.40	\$ 0.00	\$ 187.60	\$ 789.00	35.38
5210	POSTAL SERVICES	\$ 550.00	\$ 0.00	\$ 69.30	\$ 234.60	\$ 315.40	42.65
5230	TELECOMMUNICATIONS	\$ 700.00	\$ 0.00	\$ 60.07	\$ 353.67	\$ 346.33	50.52
5810	DUES & MEMBERSHIPS	\$ 100.00	\$ 0.00	\$ 0.00	\$ 40.00	\$ 60.00	40.00
6001	OFFICE SUPPLIES	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 227.50	\$ 1,772.50	11.38
21500	JUVENILE & DOMESTIC RELATIONS OF	\$ 4,571.00	\$ 244.40	\$ 129.37	\$ 1,043.37	\$ 3,283.23	28.17
	FUNC 21600 CLERK OF THE CIRCUIT COURT						
1100	Salaries - Regular	\$ 20,000.00	\$ 0.00	\$ 0.00	\$ 8,000.00	\$ 12,000.00	40.00
2100	FICA BENEFITS	\$ 11,838.00	\$ 0.00	\$ 948.56	\$ 4,856.63	\$ 6,981.37	41.03
2210	VSRS BENEFITS	\$ 22,500.00	\$ 0.00	\$ 1,711.13	\$ 14,261.38	\$ 8,238.62	63.38
2300	HEALTH INSURANCE BENEFITS	\$ 9,773.00	\$ 0.00	\$ 11,929.41	\$ 25,331.31	\$ 15,558.31	259.20
2400	LIFE INSURANCE	\$ 500.00	\$ 0.00	\$ 34.72	\$ 251.38	\$ 248.62	50.28
2700	WORKER'S COMPENSATION	\$ 202.00	\$ 0.00	\$ 0.00	\$ 150.55	\$ 51.45	74.53
3100	PROFESSIONAL SERVICES	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 2,530.79	\$ 469.21	84.36
3310	REPAIR & MAINTENANCE	\$ 150.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 150.00	0.00
3320	MAINTENANCE SERVICE CONTRACT	\$ 1,000.00	\$ 202.00	\$ 201.00	\$ 603.00	\$ 195.00	80.50
3500	PRINTING AND BINDING	\$ 300.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 300.00	0.00
3510	MICROFILMING	\$ 9,000.00	\$ 0.00	\$ 1,029.85	\$ 3,744.77	\$ 5,255.23	41.61
5210	POSTAL SERVICES	\$ 3,000.00	\$ 0.00	\$ 683.46	\$ 1,436.47	\$ 1,563.53	47.88
5230	TELECOMMUNICATIONS	\$ 1,000.00	\$ 0.00	\$ 65.98	\$ 403.50	\$ 596.50	40.35
6001	OFFICE SUPPLIES	\$ 7,000.00	\$ 0.00	\$ 632.56	\$ 3,569.55	\$ 3,430.45	50.99
21600	CLERK OF THE CIRCUIT COURT	\$ 89,263.00	\$ 202.00	\$ 17,236.67	\$ 65,139.33	\$ 23,921.67	73.20
	FUNC 21900 VICTIM/WITNESS PROGRAM						
1300	SALARIES/WAGES - PART TIME	\$ 28,782.00	\$ 11,279.15	\$ 2,255.85	\$ 16,240.84	\$ 1,262.01	95.62
2100	FICA	\$ 2,202.00	\$ 852.81	\$ 170.56	\$ 1,220.64	\$ 128.55	94.16
2210	VSRS	\$ 3,735.00	\$ 1,556.51	\$ 311.31	\$ 2,179.05	\$ 0.56	100.01
2300	Health Insurance	\$ 4,863.00	\$ 2,025.95	\$ 405.19	\$ 2,836.33	\$ 0.72	99.99
2400	LIFE INSURANCE	\$ 98.00	\$ 40.70	\$ 8.14	\$ 56.98	\$ 0.32	99.67
2700	WORKER'S COMPENSATION	\$ 50.00	\$ 0.00	\$ 0.00	\$ 33.44	\$ 16.56	66.88
5230	TELECOMMUNICATIONS	\$ 0.00	\$ 0.00	\$ 12.42	\$ 72.59	\$ 72.59	100.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 370.00	\$ 0.00	\$ 0.00	\$ 577.46	\$ 207.46	156.07
5810	DUES, SUBSCRIPTIONS & MEMBERSHIPS	\$ 0.00	\$ 0.00	\$ 75.00	\$ 170.00	\$ 170.00	100.00
6001	OFFICE SUPPLIES	\$ 767.00	\$ 0.00	\$ 0.00	\$ 44.00	\$ 723.00	5.74

* Researching OveragL

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21900	VICTIM/WITNESS PROGRAM	\$ 40,867.00	\$ 15,755.12	\$ 3,238.47	\$ 3,238.47	\$ 23,431.33	\$ 1,680.55	95.89
3845	FUNC 21920 COURT SERVICES DETOXIFICATION PURCHASED SERVICES - DETOX	\$ 3,178.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,178.00	0.00
5699	FUNC 21930 BLUE RIDGE LEGAL SERVICES CIVIC CONTRIBUTIONS	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,000.00	\$ 0.00	100.00
1100	FUNC 22100 COMMONWEALTH'S ATTORNEY SALARIES - REGULAR	\$ 176,657.00	\$ 72,474.84	\$ 14,494.92	\$ 14,494.92	\$ 102,139.89	\$ 2,042.27	98.84
1300	SALARIES - PART TIME	\$ 5,800.00	\$ 0.00	\$ 960.00	\$ 960.00	\$ 5,240.00	\$ 560.00	90.34
2100	FICA BENEFITS	\$ 13,957.00	\$ 6,273.34	\$ 1,329.41	\$ 1,329.41	\$ 8,808.97	\$ 1,125.31	108.06
2210	VRSR BENEFITS	\$ 24,379.00	\$ 11,333.10	\$ 2,266.62	\$ 2,266.62	\$ 15,192.21	\$ 2,146.31	108.80
2300	HEALTH INSURANCE BENEFITS	\$ 9,638.00	\$ 4,051.90	\$ 810.38	\$ 810.38	\$ 5,672.66	\$ 86.56	100.90
2400	LIFE INSURANCE	\$ 495.00	\$ 229.95	\$ 45.99	\$ 45.99	\$ 308.25	\$ 43.20	108.73
2700	WORKERS COMPENSATION INSURANCE	\$ 240.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 163.97	\$ 76.03	68.32
3320	MAINTENANCE SERVICE CONTRACT	\$ 400.00	\$ 0.00	\$ 45.04	\$ 45.04	\$ 413.81	\$ 13.81	103.45
5210	POSTAL SERVICES	\$ 840.00	\$ 0.00	\$ 16.10	\$ 16.10	\$ 421.40	\$ 418.60	50.17
5230	TELECOMMUNICATIONS	\$ 600.00	\$ 0.00	\$ 44.22	\$ 44.22	\$ 261.31	\$ 338.69	43.55
5540	TRAVEL CONVENTION & EDUCATION	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,368.80	\$ 631.20	78.96
5549	WITNESS TRAVEL EXPENDITURES	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00
5810	DUES & MEMBERSHIPS	\$ 1,030.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 95.00	\$ 935.00	9.22
6001	OFFICE SUPPLIES	\$ 1,000.00	\$ 0.00	\$ 109.19	\$ 109.19	\$ 887.34	\$ 112.66	88.73
6012	BOOKS AND SUBSCRIPTIONS	\$ 950.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 800.92	\$ 149.08	84.31
22100	COMMONWEALTH'S ATTORNEY	\$ 239,986.00	\$ 94,363.13	\$ 20,121.87	\$ 20,121.87	\$ 142,774.53	\$ 2,848.34	98.81
1100	FUNC 31200 SHERIFF SALARIES - REGULAR	\$ 915,217.00	\$ 381,340.77	\$ 76,268.17	\$ 76,268.17	\$ 538,823.07	\$ 4,946.84	100.54
1300	SALARIES - PART TIME	\$ 20,000.00	\$ 0.00	\$ 1,780.10	\$ 1,780.10	\$ 16,527.85	\$ 3,472.15	82.64
2100	FICA BENEFITS	\$ 71,545.00	\$ 27,394.72	\$ 5,615.23	\$ 5,615.23	\$ 39,992.52	\$ 4,157.76	94.19
2210	VRSR BENEFITS	\$ 126,300.00	\$ 52,625.07	\$ 10,524.99	\$ 10,524.99	\$ 73,046.27	\$ 628.66	99.50
2300	HEALTH INSURANCE BENEFITS	\$ 110,570.00	\$ 44,871.00	\$ 8,974.20	\$ 8,974.20	\$ 62,819.40	\$ 2,879.60	97.40
2400	LIFE INSURANCE	\$ 2,562.00	\$ 1,067.73	\$ 213.56	\$ 213.56	\$ 1,482.16	\$ 12.11	99.53
2700	WORKERS COMPENSATION INSURANCE	\$ 12,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 9,952.36	\$ 2,047.64	82.94
2860	LINE OF DUTY BENEFITS	\$ 3,978.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 7,060.68	\$ 3,082.68	177.49
3100	PROFESSIONAL SERVICES	\$ 6,000.00	\$ 0.00	\$ 292.32	\$ 292.32	\$ 2,621.43	\$ 3,378.57	43.69
3310	REPAIR & MAINTENANCE	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 755.35	\$ 2,244.65	25.18
3320	MAINTENANCE SERVICE CONTRACT	\$ 16,000.00	\$ 7,415.37	\$ 0.00	\$ 0.00	\$ 7,668.63	\$ 916.00	94.27
3350	INSURED REPAIRS	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00
5210	POSTAL SERVICES	\$ 3,000.00	\$ 0.00	\$ 39.38	\$ 39.38	\$ 1,061.97	\$ 1,938.03	35.40
5230	TELECOMMUNICATIONS	\$ 12,000.00	\$ 2,840.87	\$ 663.80	\$ 663.80	\$ 3,859.80	\$ 5,299.33	55.84
5305	MOTOR VEHICLE INSURANCE	\$ 14,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 12,425.58	\$ 1,574.42	88.75
5530	TRAVEL SUBSISTANCE & LODGING	\$ 5,000.00	\$ 0.00	\$ 654.01	\$ 654.01	\$ 5,079.08	\$ 79.08	101.58
5540	TRAVEL CONVENTION & EDUCATION	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,170.00	\$ 830.00	58.50
5800	MISCELLANEOUS CHARGES	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 313.56	\$ 1,686.44	15.68
5810	DUES & MEMBERSHIPS	\$ 2,500.00	\$ 0.00	\$ 180.00	\$ 180.00	\$ 1,688.00	\$ 812.00	67.52
6001	OFFICE SUPPLIES	\$ 3,000.00	\$ 0.00	\$ 295.83	\$ 295.83	\$ 2,234.14	\$ 765.86	74.47
6007	REPAIR AND MAINTENANCE SUPPLIES	\$ 38,000.00	\$ 10,247.25	\$ 2,292.57	\$ 2,292.57	\$ 18,646.22	\$ 9,106.53	76.04
6008	VEHICLE AND EQUIP FUEL	\$ 75,000.00	\$ 0.00	\$ 7,541.36	\$ 7,541.36	\$ 39,153.95	\$ 35,846.05	52.21
6010	POLICE SUPPLIES	\$ 5,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,099.83	\$ 3,900.17	22.00
6011	UNIFORM AND WEARING APPAREL	\$ 4,000.00	\$ 0.00	\$ 128.13	\$ 128.13	\$ 1,695.43	\$ 2,304.57	42.39
6017	AMMUNITION	\$ 7,000.00	\$ 501.49	\$ 0.00	\$ 0.00	\$ 5,910.74	\$ 587.77	91.60
6024	INSURED REPAIRS	\$ 12,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 6,418.62	\$ 5,581.38	53.49
31200	SHERIFF	\$ 1,472,672.00	\$ 528,304.27	\$ 115,463.65	\$ 115,463.65	\$ 861,506.64	\$ 82,861.09	94.37
	FUNC 31210 CRIMINAL JUSTICE TRAINING CENTER							

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5699	CIVIC CONTRIBUTIONS	\$ 15,500.00	\$ 0.00	\$	0.00	\$ 13,447.50	\$ 2,052.50	86.76
FUNC 31220 DRUG TASK FORCE								
5699	CIVIC CONTRIBUTIONS	\$ 10,500.00	\$ 0.00	\$	2,073.82	\$ 5,013.16	\$ 5,486.84	47.74
FUNC 32100 EMERGENCY MEDICAL SERVICES								
1100	SALARIES - REGULAR	\$ 244,000.00	\$ 100,689.33	\$	26,703.94	\$ 144,305.67	\$ 995.00	100.41
1300	SALARIES - PART TIME	\$ 18,000.00	\$ 0.00	\$	3,798.00	\$ 17,926.80	\$ 73.20	99.59
2100	FICA BENEFITS	\$ 20,043.00	\$ 7,702.73	\$	2,172.34	\$ 11,272.44	\$ 1,067.83	94.67
2210	VRSR BENEFITS	\$ 33,672.00	\$ 21,595.22	\$	2,029.19	\$ 14,204.17	\$ 2,127.39	106.32
2300	HEALTH INSURANCE BENEFITS	\$ 30,338.00	\$ 12,507.00	\$	2,501.40	\$ 17,509.80	\$ 321.20	98.94
2400	LIFE INSURANCE	\$ 683.00	\$ 227.97	\$	41.19	\$ 288.33	\$ 166.70	75.59
2700	WORKERS COMPENSATION INSURANCE	\$ 16,500.00	\$ 0.00	\$	0.00	\$ 11,860.83	\$ 4,639.17	71.88
2860	LINE OF DUTY BENEFITS	\$ 1,170.00	\$ 0.00	\$	0.00	\$ 2,157.32	\$ 987.32	184.39
5230	TELECOMMUNICATIONS	\$ 800.00	\$ 0.00	\$	62.14	\$ 367.82	\$ 432.18	45.98
5540	TRAVEL CONVENTION & EDUCATION	\$ 500.00	\$ 0.00	\$	0.00	\$ 0.00	\$ 500.00	0.00
6001	OFFICE SUPPLIES	\$ 500.00	\$ 0.00	\$	0.00	\$ 79.77	\$ 420.23	15.95
6008	VEHICLE AND EQUIP FUEL	\$ 1,500.00	\$ 0.00	\$	0.00	\$ 122.48	\$ 1,377.52	8.17
6011	UNIFORM AND WEARING APPAREL	\$ 1,100.00	\$ 393.00	\$	0.00	\$ 0.00	\$ 707.00	35.73
32100	EMERGENCY MEDICAL SERVICES	\$ 368,806.00	\$ 143,115.25	\$	37,308.20	\$ 220,095.43	\$ 5,595.32	98.48
FUNC 32200 VOLUNTEER FIRE COMPANIES								
5697	TWO FOR LIFE DISTRIBUTION	\$ 15,722.00	\$ 0.00	\$	0.00	\$ 0.00	\$ 15,722.00	0.00
5698	FIRE PROGRAMS DISTRIBUTION	\$ 25,183.00	\$ 0.00	\$	0.00	\$ 0.00	\$ 25,183.00	0.00
32200	VOLUNTEER FIRE COMPANIES	\$ 40,905.00	\$ 0.00	\$	0.00	\$ 0.00	\$ 40,905.00	0.00
FUNC 32201 BLUE RIDGE VOLUNTEER FIRE COMPANY								
2860	LINE OF DUTY BENEFITS	\$ 3,000.00	\$ 0.00	\$	0.00	\$ 1,522.50	\$ 1,477.50	50.75
5699	CIVIC CONTRIBUTIONS	\$ 50,000.00	\$ 0.00	\$	12,500.00	\$ 37,500.00	\$ 12,500.00	75.00
32201	BLUE RIDGE VOLUNTEER FIRE COMPAN	\$ 53,000.00	\$ 0.00	\$	12,500.00	\$ 39,022.50	\$ 13,977.50	73.63
FUNC 32202 BOYCE VOLUNTEER FIRE COMPANY								
2860	LINE OF DUTY BENEFITS	\$ 3,000.00	\$ 0.00	\$	0.00	\$ 2,415.00	\$ 585.00	80.50
5699	CIVIC CONTRIBUTIONS	\$ 50,000.00	\$ 0.00	\$	0.00	\$ 25,000.00	\$ 25,000.00	50.00
32202	BOYCE VOLUNTEER FIRE COMPANY	\$ 53,000.00	\$ 0.00	\$	0.00	\$ 27,415.00	\$ 25,585.00	51.73
FUNC 32203 ENDERS VOLUNTEER FIRE COMPANY								
2860	LINE OF DUTY BENEFITS	\$ 4,500.00	\$ 0.00	\$	0.00	\$ 3,307.50	\$ 1,192.50	73.50
5699	CIVIC CONTRIBUTIONS	\$ 75,000.00	\$ 0.00	\$	18,750.00	\$ 56,250.00	\$ 18,750.00	75.00
32203	ENDERS VOLUNTEER FIRE COMPANY	\$ 79,500.00	\$ 0.00	\$	18,750.00	\$ 59,557.50	\$ 19,942.50	74.92
FUNC 32204 SHENDANDOAH FARMS VOLUNTEER FIRE COMPANY								
2860	LINE OF DUTY BENEFITS	\$ 3,000.00	\$ 0.00	\$	0.00	\$ 1,155.00	\$ 1,845.00	38.50
5699	CIVIC CONTRIBUTIONS	\$ 50,000.00	\$ 0.00	\$	0.00	\$ 0.00	\$ 50,000.00	0.00
32204	SHENDANDOAH FARMS VOLUNTEER FIRE	\$ 53,000.00	\$ 0.00	\$	0.00	\$ 1,155.00	\$ 51,845.00	2.18
FUNC 32300 LORD FAIRFAX EMERGENCY MEDICAL								
5699	CIVIC CONTRIBUTION	\$ 4,929.00	\$ 0.00	\$	0.00	\$ 4,929.00	\$ 0.00	100.00
FUNC 32400 FORESTRY SERVICE								
5699	CIVIC CONTRIBUTION	\$ 2,231.00	\$ 0.00	\$	0.00	\$ 2,230.65	\$ 0.35	99.98
FUNC 33100 REGIONAL JAIL								

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7000	JOINT OPERATIONS	\$ 376,287.00	\$ 0.00	\$ 94,071.75	\$ 94,071.75	\$ 282,215.25	\$ 94,071.75	75.00
3840	FUNC 33200 JUVENILE DETENTION PURCHASED SERVICES - DETENTION C	\$ 31,192.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 15,931.45	\$ 15,260.55	51.08
5210	FUNC 33300 PROBATION OFFICE POSTAL SERVICES	\$ 125.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 111.00	\$ 14.00	88.80
5230	TELECOMMUNICATIONS	\$ 500.00	\$ 0.00	\$ 30.75	\$ 30.75	\$ 179.33	\$ 320.67	35.87
6001	OFFICE SUPPLIES	\$ 300.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 300.00	0.00
33300	PROBATION OFFICE	\$ 925.00	\$ 0.00	\$ 30.75	\$ 30.75	\$ 290.33	\$ 634.67	31.39
1100	FUNC 34100 BUILDING INSPECTIONS SALARIES - REGULAR	\$ 92,014.00	\$ 38,339.14	\$ 7,667.84	\$ 7,667.84	\$ 54,574.88	\$ 900.02	100.98
2100	FICA BENEFITS	\$ 7,039.00	\$ 2,645.24	\$ 529.05	\$ 529.05	\$ 3,772.19	\$ 621.57	91.17
2210	VRSR BENEFITS	\$ 12,698.00	\$ 5,290.81	\$ 1,058.16	\$ 1,058.16	\$ 7,407.12	\$ 0.07	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 10,612.00	\$ 4,422.10	\$ 884.42	\$ 884.42	\$ 6,190.94	\$ 1.04	100.01
2400	LIFE INSURANCE	\$ 258.00	\$ 107.35	\$ 21.47	\$ 21.47	\$ 150.29	\$ 0.36	99.86
2700	WORKERS COMPENSATION INSURANCE	\$ 950.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 801.52	\$ 148.48	84.37
3320	MAINTENANCE SERVICE CONTRACT	\$ 1,900.00	\$ 58.55	\$ 0.00	\$ 0.00	\$ 1,761.45	\$ 80.00	95.79
3500	PRINTING AND BINDING	\$ 600.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 146.60	\$ 453.40	24.43
3600	ADVERTISING	\$ 150.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 150.00	0.00
5210	POSTAL SERVICES	\$ 150.00	\$ 0.00	\$ 35.00	\$ 35.00	\$ 50.20	\$ 99.80	33.47
5230	TELECOMMUNICATIONS	\$ 1,300.00	\$ 224.80	\$ 63.97	\$ 63.97	\$ 329.98	\$ 745.22	42.68
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	\$ 0.00	\$ 600.00	0.00
5810	DUES & MEMBERSHIPS	\$ 500.00	\$ 0.00	\$ 70.00	\$ 70.00	\$ 70.00	\$ 430.00	14.00
6001	OFFICE SUPPLIES	\$ 1,500.00	\$ 0.00	\$ 69.99	\$ 69.99	\$ 260.39	\$ 1,239.61	17.36
6008	VEHICLE AND EQUIP FUEL	\$ 2,500.00	\$ 0.00	\$ 147.23	\$ 147.23	\$ 1,083.48	\$ 1,416.52	43.34
6012	BOOKS AND SUBSCRIPTIONS	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00
34100	BUILDING INSPECTIONS	\$ 133,871.00	\$ 51,087.99	\$ 10,547.13	\$ 10,547.13	\$ 76,599.04	\$ 6,183.97	95.38
1100	FUNC 35100 ANIMAL CONTROL SALARIES - REGULAR	\$ 33,500.00	\$ 13,958.32	\$ 2,791.67	\$ 2,791.67	\$ 19,991.69	\$ 450.01	101.34
1300	SALARIES - PART TIME	\$ 20,000.00	\$ 0.00	\$ 1,174.75	\$ 1,174.75	\$ 9,607.04	\$ 10,392.96	48.04
2100	FICA BENEFITS	\$ 4,093.00	\$ 901.35	\$ 270.21	\$ 270.21	\$ 2,031.39	\$ 1,160.26	71.65
2210	VRSR BENEFITS	\$ 4,623.00	\$ 1,926.25	\$ 385.25	\$ 385.25	\$ 2,696.75	\$ 0.00	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 5,306.00	\$ 2,211.05	\$ 442.21	\$ 442.21	\$ 3,095.47	\$ 0.52	100.01
2400	LIFE INSURANCE	\$ 94.00	\$ 39.06	\$ 7.82	\$ 7.82	\$ 54.74	\$ 0.20	99.79
2700	WORKERS COMPENSATION INSURANCE	\$ 800.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 458.41	\$ 341.59	57.30
2860	LINE OF DUTY BENEFITS	\$ 234.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 234.00	0.00
3100	PROFESSIONAL SERVICES	\$ 7,357.00	\$ 0.00	\$ 366.88	\$ 366.88	\$ 8,920.80	\$ 1,563.80	121.26
3500	PRINTING AND BINDING	\$ 320.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 320.00	0.00
5210	POSTAL SERVICES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
5230	TELECOMMUNICATIONS	\$ 2,400.00	\$ 112.40	\$ 98.85	\$ 98.85	\$ 566.24	\$ 1,721.36	28.28
5510	TRAVEL MILEAGE	\$ 608.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 275.84	\$ 332.16	45.37
5540	TRAVEL CONVENTION & EDUCATION	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 392.34	\$ 1,607.66	19.62
5810	DUES & MEMBERSHIPS	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
6001	OFFICE SUPPLIES	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 39.30	\$ 160.70	19.65
6004	MEDICAL AND LABORATORY SUPPLIES	\$ 1,203.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,953.40	\$ 750.40	162.38
6005	LAUNDRY, HOUSEKEEPING, & JANITOR	\$ 400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	0.00
6008	VEHICLE AND EQUIP FUEL	\$ 1,408.00	\$ 0.00	\$ 61.96	\$ 61.96	\$ 274.41	\$ 1,133.59	19.49
6011	UNIFORM AND WEARING APPAREL	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 225.00	\$ 275.00	45.00
6014	OTHER OPERATING SUPPLIES	\$ 4,500.00	\$ 68.47	\$ 23.35	\$ 23.35	\$ 1,245.59	\$ 3,185.94	29.20
35100	ANIMAL CONTROL	\$ 89,746.00	\$ 19,216.90	\$ 5,622.95	\$ 5,622.95	\$ 51,828.41	\$ 18,700.69	79.16
	FUNC 35300 MEDICAL EXAMINER & INDIGENT BURIAL							

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3100	PROFESSIONAL SERVICES	\$ 150.00	\$ 0.00	\$ 40.00	\$ 80.00	\$ 70.00	53.33
	FUNC 35600 COMMUNICATIONS						
1100	Salaries - Regular	\$ 194,882.00	\$ 81,201.31	\$ 16,240.15	\$ 113,228.69	\$ 452.00	99.77
2100	FICA Benefits	\$ 14,908.00	\$ 5,941.75	\$ 1,188.37	\$ 8,224.09	\$ 742.16	95.02
2210	VSRS Benefits	\$ 26,894.00	\$ 11,205.67	\$ 2,241.15	\$ 14,617.59	\$ 1,070.74	96.02
2300	Health Insurance Benefits	\$ 30,060.00	\$ 12,340.80	\$ 2,468.16	\$ 16,587.44	\$ 1,131.76	96.23
2400	Life Insurance	\$ 546.00	\$ 227.38	\$ 45.47	\$ 296.38	\$ 22.24	95.93
2700	Worker's Compensation	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 186.84	\$ 813.16	18.68
3320	MAINTENANCE SERVICE CONTRACT	\$ 75,000.00	\$ 0.00	\$ 0.00	\$ 69,880.08	\$ 5,119.92	93.17
3330	SOFTWARE LICENSES	\$ 6,538.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 6,538.00	0.00
5230	TELECOMMUNICATIONS	\$ 25,000.00	\$ 714.88	\$ 1,959.76	\$ 12,655.29	\$ 11,629.83	53.48
5420	TOWER LEASE	\$ 24,000.00	\$ 0.00	\$ 1,800.00	\$ 16,931.46	\$ 7,068.54	70.55
5540	TRAVEL CONVENTION & EDUCATION	\$ 2,000.00	\$ 0.00	\$ 308.68	\$ 922.56	\$ 1,077.44	46.13
5810	DUES & MEMBERSHIPS	\$ 300.00	\$ 0.00	\$ 0.00	\$ 230.00	\$ 70.00	76.67
6001	OFFICE SUPPLIES	\$ 2,000.00	\$ 0.00	\$ 57.40	\$ 905.16	\$ 1,094.84	45.26
6011	UNIFORM AND WEARING APPAREL	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 1,122.28	\$ 377.72	74.82
6014	OTHER OPERATING SUPPLIES	\$ 300.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 300.00	0.00
35600	COMMUNICATIONS	\$ 404,928.00	\$ 111,631.79	\$ 26,309.14	\$ 255,787.86	\$ 37,508.35	90.74
	FUNC 42400 REFUSE DISPOSAL						
3840	PURCHASED SERVICES	\$ 150,000.00	\$ 0.00	\$ 17,232.17	\$ 55,265.59	\$ 94,734.41	36.84
	FUNC 42600 LITTER CONTROL PROGRAM						
3000	PURCHASED SERVICES	\$ 0.00	\$ 1,139.05	\$ 473.36	\$ 2,124.22	\$ 3,263.27	100.00
6014	OTHER OPERATING SUPPLIES	\$ 5,429.00	\$ 0.00	\$ 0.00	\$ 1,455.13	\$ 3,973.87	26.80
42600	LITTER CONTROL PROGRAM	\$ 5,429.00	\$ 1,139.05	\$ 473.36	\$ 3,579.35	\$ 710.60	86.91
	FUNC 42700 SANITATION						
3840	PURCHASED SERVICES	\$ 24,000.00	\$ 0.00	\$ 2,156.62	\$ 13,870.80	\$ 10,129.20	57.79
5699	CIVIC CONTRIBUTIONS (CCSA)	\$ 10,000.00	\$ 0.00	\$ 0.00	\$ 10,000.00	\$ 0.00	100.00
42700	SANITATION	\$ 34,000.00	\$ 0.00	\$ 2,156.62	\$ 23,870.80	\$ 10,129.20	70.21
	FUNC 43200 GENERAL PROPERTY MAINTENANCE						
1100	SALARIES - REGULAR	\$ 166,936.00	\$ 61,818.37	\$ 12,363.68	\$ 91,683.34	\$ 13,434.29	91.95
2100	FICA BENEFITS	\$ 12,694.00	\$ 4,278.78	\$ 855.97	\$ 6,389.21	\$ 2,026.01	84.04
2210	VSRS BENEFITS	\$ 23,037.00	\$ 8,504.93	\$ 1,701.01	\$ 12,531.78	\$ 2,000.29	91.32
2300	HEALTH INSURANCE BENEFITS	\$ 19,985.00	\$ 8,145.27	\$ 1,629.08	\$ 11,600.90	\$ 238.83	98.80
2400	LIFE INSURANCE	\$ 467.00	\$ 172.52	\$ 34.64	\$ 82.19	\$ 376.67	19.34
2700	WORKERS COMPENSATION INSURANCE	\$ 5,000.00	\$ 0.00	\$ 0.00	\$ 2,892.97	\$ 2,107.03	57.86
3100	PROFESSIONAL SERVICES	\$ 600.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 600.00	0.00
3310	REPAIR & MAINTENANCE	\$ 74,306.00	\$ 12,000.00	\$ 1,700.00	\$ 7,635.50	\$ 54,670.50	26.43
3320	MAINTENANCE SERVICE CONTRACT	\$ 122,849.00	\$ 40,686.10	\$ 4,114.08	\$ 63,323.74	\$ 18,839.16	84.66
3600	ADVERTISING	\$ 250.00	\$ 0.00	\$ 0.00	\$ 204.00	\$ 46.00	81.60
5110	ELECTRICAL SERVICES	\$ 2,158.00	\$ 0.00	\$ 139.66	\$ 271.44	\$ 1,886.56	12.58
5120	HEATING SERVICES	\$ 16,960.00	\$ 0.00	\$ 0.00	\$ 456.94	\$ 16,503.06	2.69
5130	WATER & SEWAGE SERVICES	\$ 4,362.00	\$ 0.00	\$ 24.00	\$ 166.00	\$ 4,196.00	3.81
5230	TELECOMMUNICATIONS	\$ 5,000.00	\$ 630.62	\$ 257.40	\$ 1,419.68	\$ 2,949.70	41.01
5301	BOILER INSURANCE	\$ 3,560.00	\$ 0.00	\$ 0.00	\$ 2,991.00	\$ 569.00	84.02
5302	FIRE INSURANCE	\$ 19,900.00	\$ 0.00	\$ 0.00	\$ 17,140.00	\$ 2,760.00	86.13
5305	MOTOR VEHICLE INSURANCE	\$ 6,500.00	\$ 0.00	\$ 0.00	\$ 5,699.23	\$ 800.77	87.68
5308	GENERAL LIABILITY INSURANCE	\$ 9,500.00	\$ 0.00	\$ 0.00	\$ 8,438.00	\$ 1,062.00	88.82
5410	EQUIPMENT RENTAL	\$ 1,800.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,800.00	0.00
5420	RENTAL/LEASE OF BUILDINGS	\$ 1,600.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,600.00	0.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 192.19	\$ 1,307.81	12.81
6003	AGRICULTURAL SUPPLIES	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,500.00	0.00

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6005	LAUNDRY, HOUSEKEEPING, & JANITOR	\$ 11,000.00	\$ 3,422.72	\$ 981.13	\$ 981.13	\$ 6,577.28	\$ 1,000.00	90.91
6007	REPAIR AND MAINTENANCE SUPPLIES	\$ 48,800.00	\$ 7,160.41	\$ 1,367.69	\$ 1,367.69	\$ 12,727.72	\$ 28,911.87	40.75
6008	VEHICLE AND EQUIP FUEL	\$ 11,000.00	\$ 0.00	\$ 720.99	\$ 720.99	\$ 4,179.65	\$ 6,820.35	38.00
6009	VEHICLE AND EQUIPMENT SUPPLIES	\$ 5,500.00	\$ 0.00	\$ 469.96	\$ 469.96	\$ 2,227.25	\$ 3,272.75	40.50
6014	OTHER OPERATING SUPPLIES	\$ 1,500.00	\$ 0.00	\$ 2.50	\$ 2.50	\$ 63.77	\$ 1,436.23	4.25
8201	MACHINERY & EQUIPMENT	\$ 5,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 203.23	\$ 4,796.77	4.06
8202	FURNITURE & FIXTURES	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,500.00	0.00
43200	GENERAL PROPERTY MAINTENANCE	\$ 584,764.00	\$ 146,819.72	\$ 26,361.79	\$ 26,361.79	\$ 258,932.63	\$ 179,011.65	69.39
	FUNC 43201 ENERGY IMPROVEMENTS							
3100	PROFESSIONAL SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 450.00	\$ 450.00	100.00
	FUNC 43202 101 CHALMERS COURT							
3100	PROFESSIONAL SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,894.37	\$ 3,894.37	100.00
3310	REPAIR & MAINTENANCE	\$ 1,544.00	\$ 1,203.08	\$ 435.14	\$ 435.14	\$ 28,357.19	\$ 28,016.27	1914.53
3320	MAINTENANCE SERVICE CONTRACTS	\$ 29,681.00	\$ 3,779.99	\$ 1,762.53	\$ 1,762.53	\$ 25,900.36	\$ 0.65	100.00
5110	ELECTRICAL SERVICES	\$ 16,200.00	\$ 0.00	\$ 1,913.06	\$ 1,913.06	\$ 11,943.25	\$ 4,256.75	73.72
5120	HEATING SERVICES	\$ 0.00	\$ 0.00	\$ 394.21	\$ 394.21	\$ 836.24	\$ 836.24	100.00
5130	WATER & SEWAGE SERVICES	\$ 1,000.00	\$ 0.00	\$ 77.38	\$ 77.38	\$ 425.61	\$ 574.39	42.56
6007	REPAIR AND MAINT SUPPLIES	\$ 5,000.00	\$ 0.00	\$ 151.53	\$ 151.53	\$ 3,151.03	\$ 1,848.97	63.02
43202	101 CHALMERS COURT	\$ 53,425.00	\$ 4,983.07	\$ 4,733.85	\$ 4,733.85	\$ 74,508.05	\$ 26,066.12	148.79
	FUNC 43205 129 RAMSBURG LN MAINTENANCE DEPT							
3310	REPAIR & MAINTENANCE	\$ 1,500.00	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 438.75	\$ 438.75	129.25
5110	ELECTRICAL SERVICES	\$ 3,120.00	\$ 0.00	\$ 424.64	\$ 424.64	\$ 1,480.58	\$ 1,639.42	47.45
5120	HEATING SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 874.58	\$ 874.58	100.00
5130	WATER & SEWAGE SERVICES	\$ 150.00	\$ 0.00	\$ 14.00	\$ 14.00	\$ 114.00	\$ 36.00	76.00
6007	REPAIR AND MAINT SUPPLIES	\$ 0.00	\$ 0.00	\$ 5.68	\$ 5.68	\$ 370.93	\$ 370.93	100.00
43205	129 RAMSBURG LN MAINTENANCE DEPT	\$ 4,770.00	\$ 1,500.00	\$ 444.32	\$ 444.32	\$ 3,278.84	\$ 8.84	100.19
	FUNC 43206 100 N CHRUCH ST/RADIO TOWER							
3310	REPAIR & MAINTENANCE	\$ 1,500.00	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 396.75	\$ 396.75	126.45
3320	MAINTENANCE SERVICE CONTRACTS	\$ 1,080.00	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 1,080.00	\$ 1,500.00	238.89
5110	ELECTRICAL SERVICES	\$ 10,500.00	\$ 0.00	\$ 1,597.51	\$ 1,597.51	\$ 5,283.68	\$ 5,216.32	50.32
5120	HEATING SERVICES	\$ 500.00	\$ 0.00	\$ 312.62	\$ 312.62	\$ 779.72	\$ 279.72	155.94
5130	WATER & SEWAGE SERVICES	\$ 2,500.00	\$ 0.00	\$ 174.56	\$ 174.56	\$ 1,035.08	\$ 1,464.92	41.40
6007	REPAIR AND MAINT SUPPLIES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 4.72	\$ 95.28	4.72
43206	100 N CHRUCH ST/RADIO TOWER	\$ 16,180.00	\$ 3,000.00	\$ 2,084.69	\$ 2,084.69	\$ 8,579.95	\$ 4,600.05	71.57
	FUNC 43207 102 N CHRUCH ST							
3310	REPAIR & MAINTENANCE	\$ 1,916.00	\$ 186.00	\$ 0.00	\$ 0.00	\$ 2,918.25	\$ 1,188.25	162.02
5110	ELECTRICAL SERVICES	\$ 21,000.00	\$ 0.00	\$ 2,173.76	\$ 2,173.76	\$ 8,914.12	\$ 12,085.88	42.45
6007	REPAIR AND MAINT SUPPLIES	\$ 3,000.00	\$ 0.00	\$ 259.32	\$ 259.32	\$ 3,907.83	\$ 907.83	130.26
43207	102 N CHRUCH ST	\$ 25,916.00	\$ 186.00	\$ 2,433.08	\$ 2,433.08	\$ 15,740.20	\$ 9,989.80	61.45
	FUNC 43208 104 N CHURCH/106 N CHURCH ST							
3310	REPAIR & MAINTENANCE	\$ 3,392.00	\$ 1,500.00	\$ 240.00	\$ 240.00	\$ 2,813.56	\$ 921.56	127.17
3320	MAINTENANCE SERVICE CONTRACTS	\$ 2,620.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,620.00	\$ 0.00	100.00
5110	ELECTRICAL SERVICES	\$ 6,000.00	\$ 0.00	\$ 1,250.82	\$ 1,250.82	\$ 4,425.63	\$ 1,574.37	73.76
5120	HEATING SERVICES	\$ 500.00	\$ 0.00	\$ 342.92	\$ 342.92	\$ 574.31	\$ 74.31	114.86
5130	WATER & SEWAGE SERVICES	\$ 1,000.00	\$ 0.00	\$ 123.42	\$ 123.42	\$ 658.24	\$ 341.76	65.82
6007	REPAIR AND MAINT SUPPLIES	\$ 0.00	\$ 0.00	\$ 41.98	\$ 41.98	\$ 1,045.07	\$ 1,045.07	100.00
43208	104 N CHURCH/106 N CHURCH ST	\$ 13,512.00	\$ 1,500.00	\$ 1,999.14	\$ 1,999.14	\$ 12,136.81	\$ 124.81	100.92

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FUNC 43209 225 RAMSBURG LANE ANIMAL SHELTER							
3310	PROFESSIONAL SERVICES	\$ 1,760.00	\$ 1,500.00	\$ 0.00	\$ 3,132.00	\$ 2,872.00	263.18
5110	ELECTRICAL SERVICES	\$ 5,300.00	\$ 0.00	\$ 305.49	\$ 2,757.24	\$ 2,542.76	52.02
5120	HEATING SERVICES	\$ 10,000.00	\$ 0.00	\$ 1,645.34	\$ 5,653.37	\$ 4,346.63	56.53
6007	REPAIR AND MAINT SUPPLIES	\$ 1,000.00	\$ 0.00	\$ 292.85	\$ 3,929.11	\$ 2,929.11	392.91

43209	225 RAMSBURG LANE ANIMAL SHELTER	\$ 18,060.00	\$ 1,500.00	\$ 2,243.68	\$ 15,471.72	\$ 1,088.28	93.97

FUNC 43210 524 WESTWOOD RD							
3310	REPAIR & MAINTENANCE	\$ 1,500.00	\$ 1,500.00	\$ 0.00	\$ 70.00	\$ 70.00	104.67
5110	ELECTRICAL SERVICES	\$ 0.00	\$ 0.00	\$ 305.70	\$ 733.31	\$ 733.31	100.00
6007	REPAIR AND MAINT SUPPLIES	\$ 0.00	\$ 0.00	\$ 79.79	\$ 1,332.23	\$ 1,332.23	100.00

43210	524 WESTWOOD RD	\$ 1,500.00	\$ 1,500.00	\$ 385.49	\$ 2,135.54	\$ 2,135.54	242.37

FUNC 43211 225 AL SMITH CIR REC CENTER							
3310	REPAIR & MAINTENANCE	\$ 1,500.00	\$ 1,058.00	\$ 0.00	\$ 909.50	\$ 467.50	131.17
5110	ELECTRICAL SERVICES	\$ 12,000.00	\$ 0.00	\$ 2,821.05	\$ 7,922.25	\$ 4,077.75	66.02
5130	WATER & SEWAGE SERVICES	\$ 1,300.00	\$ 0.00	\$ 70.00	\$ 560.00	\$ 740.00	43.08
6007	REPAIR AND MAINT SUPPLIES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 122.22	\$ 122.22	100.00

43211	225 AL SMITH CIR REC CENTER	\$ 14,800.00	\$ 1,058.00	\$ 2,891.05	\$ 9,513.97	\$ 4,228.03	71.43

FUNC 43212 225 AL SMITH CIR PARK OFFICE/GROUNDS							
3310	REPAIR & MAINTENANCE	\$ 2,602.00	\$ 574.00	\$ 1,107.00	\$ 7,291.14	\$ 5,263.14	302.27
5110	ELECTRICAL SERVICES	\$ 3,000.00	\$ 0.00	\$ 777.98	\$ 3,300.65	\$ 300.65	110.02
5120	HEATING SERVICES	\$ 0.00	\$ 0.00	\$ 1,091.55	\$ 2,579.31	\$ 2,579.31	100.00
5130	WATER & SEWAGE SERVICES	\$ 3,800.00	\$ 0.00	\$ 105.55	\$ 2,230.67	\$ 1,569.33	58.70
6007	REPAIR AND MAINT SUPPLIES	\$ 3,500.00	\$ 0.00	\$ 8.50	\$ 4,633.70	\$ 1,133.70	132.39

43212	225 AL SMITH CIR PARK OFFICE/GRO	\$ 12,902.00	\$ 574.00	\$ 3,090.58	\$ 20,035.47	\$ 7,707.47	159.74

FUNC 43213 225 AL SMITH CIR POOL							
3310	REPAIR & MAINTENANCE	\$ 1,500.00	\$ 1,199.75	\$ 0.00	\$ 300.25	\$ 0.00	100.00
5110	ELECTRICAL SERVICES	\$ 5,000.00	\$ 0.00	\$ 315.18	\$ 3,921.87	\$ 1,078.13	78.44
5130	WATER & SEWAGE SERVICES	\$ 6,000.00	\$ 0.00	\$ 10.29	\$ 4,988.24	\$ 1,011.76	83.14
6007	REPAIR AND MAINT SUPPLIES	\$ 3,500.00	\$ 0.00	\$ 21.96	\$ 2,179.63	\$ 1,320.37	62.28

43213	225 AL SMITH CIR POOL	\$ 16,000.00	\$ 1,199.75	\$ 347.43	\$ 11,389.99	\$ 3,410.26	78.69

FUNC 43214 225 AL SMITH CIR BASEBALL							
5110	ELECTRICAL SERVICES	\$ 0.00	\$ 0.00	\$ 123.21	\$ 733.73	\$ 733.73	100.00
6007	REPAIR AND MAINT SUPPLIES	\$ 0.00	\$ 0.00	\$ 41.98	\$ 1,216.64	\$ 1,216.64	100.00

43214	225 AL SMITH CIR BASEBALL	\$ 0.00	\$ 0.00	\$ 165.19	\$ 1,950.37	\$ 1,950.37	100.00

FUNC 43215 225 AL SMITH CIR SOCCER							
3310	REPAIR & MAINTENANCE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	\$ 200.00	100.00
5110	ELECTRICAL SERVICES	\$ 500.00	\$ 0.00	\$ 79.79	\$ 274.76	\$ 225.24	54.95
6007	REPAIR AND MAINT SUPPLIES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,799.99	\$ 1,799.99	100.00

43215	225 AL SMITH CIR SOCCER	\$ 500.00	\$ 0.00	\$ 79.79	\$ 2,274.75	\$ 1,774.75	454.95

FUNC 43232 32 E MAIN ST							
3310	REPAIR & MAINTENANCE	\$ 1,500.00	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
6007	REPAIR AND MAINT SUPPLIES	\$ 0.00	\$ 0.00	\$ 29.97	\$ 29.97	\$ 29.97	100.00

43232	32 E MAIN ST	\$ 1,500.00	\$ 1,500.00	\$ 29.97	\$ 29.97	\$ 29.97	102.00

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	FUNC 43236 36 E MAIN ST							
3310	REPAIR & MAINTENANCE	\$ 1,500.00	\$ 500.00	\$ 3,530.62	\$	\$ 3,670.62	\$ 2,670.62-	278.04
5110	ELECTRICAL SERVICES	\$ 600.00	\$ 0.00	\$ 111.33	\$	\$ 325.97	\$ 274.03	54.33
5120	HEATING SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$	\$ 5.81	\$ 5.81-	100.00
6007	REPAIR AND MAINT SUPPLIES	\$ 0.00	\$ 0.00	\$ 398.26	\$	\$ 482.21	\$ 482.21-	100.00

43236	36 E MAIN ST	\$ 2,100.00	\$ 500.00	\$ 4,040.21	\$	\$ 4,484.61	\$ 2,884.61-	237.36

	FUNC 43237 311 E MAIN ST							
3310	REPAIR & MAINTENANCE	\$ 1,500.00	\$ 1,500.00	\$ 0.00	\$	\$ 861.00	\$ 861.00-	157.40
3320	MAINTENANCE SERVICE CONTRACTS	\$ 1,320.00	\$ 0.00	\$ 0.00	\$	\$ 1,320.00	\$ 0.00	100.00
5110	ELECTRICAL SERVICES	\$ 6,000.00	\$ 0.00	\$ 1,182.95	\$	\$ 3,933.29	\$ 2,066.71	65.55
5130	WATER & SEWAGE SERVICES	\$ 1,000.00	\$ 0.00	\$ 51.43	\$	\$ 339.41	\$ 660.59	33.94
6007	REPAIR AND MAINT SUPPLIES	\$ 100.00	\$ 0.00	\$ 0.00	\$	\$ 696.72	\$ 596.72-	696.72

43237	311 E MAIN ST	\$ 9,920.00	\$ 1,500.00	\$ 1,234.38	\$	\$ 7,150.42	\$ 1,269.58	87.20

	FUNC 51100 LOCAL HEALTH DEPARTMENT							
5610	CIVIC CONTRIBUTIONS	\$ 199,000.00	\$ 0.00	\$ 0.00	\$	\$ 99,500.00	\$ 99,500.00	50.00

	FUNC 51200 OUR HEALTH							
5699	CIVIC CONTRIBUTIONS	\$ 6,500.00	\$ 0.00	\$ 0.00	\$	\$ 3,250.00	\$ 3,250.00	50.00

	FUNC 52500 NORTHWESTERN COMMUNITY SERVICES							
5620	CIVIC CONTRIBUTIONS	\$ 82,000.00	\$ 0.00	\$ 20,500.00	\$	\$ 61,500.00	\$ 20,500.00	75.00

	FUNC 52800 CONCERN HOTLINE							
5699	CIVIC CONTRIBUTIONS	\$ 1,000.00	\$ 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

	FUNC 53230 SHENANDOAH AREA AGENCY ON AGING							
5699	CIVIC CONTRIBUTIONS	\$ 35,000.00	\$ 0.00	\$ 0.00	\$	\$ 17,500.00	\$ 17,500.00	50.00

	FUNC 53240 VIRGINIA REGIONAL TRANSIT							
5699	CIVIC CONTRIBUTIONS	\$ 17,639.00	\$ 0.00	\$ 4,409.75	\$	\$ 8,819.50	\$ 8,819.50	50.00

	FUNC 53500 THE LAUREL CENTER (SHELTER FOR ABUSED WOMEN)							
5699	CIVIC CONTRIBUTIONS	\$ 2,000.00	\$ 0.00	\$ 0.00	\$	\$ 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

	FUNC 69100 LORD FAIRFAX COMMUNITY COLLEGE							
5699	CIVIC CONTRIBUTIONS	\$ 15,043.00	\$ 0.00	\$ 0.00	\$	\$ 3,760.75	\$ 11,282.25	25.00

	FUNC 71100 PARKS ADMINISTRATION							
1100	SALARIES - REGULAR	\$ 217,049.00	\$ 90,437.10	\$ 18,087.41	\$	\$ 128,861.87	\$ 2,249.97-	101.04
1300	SALARIES - PART TIME	\$ 13,356.00	\$ 0.00	\$ 0.00	\$	\$ 9,096.77	\$ 4,259.23	68.11
2100	FICA BENEFITS	\$ 17,626.00	\$ 6,140.39	\$ 1,228.08	\$	\$ 9,509.11	\$ 1,976.50	88.79
2210	VRSR BENEFITS	\$ 29,953.00	\$ 12,480.34	\$ 2,496.06	\$	\$ 17,472.42	\$ 0.24	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 24,310.00	\$ 11,516.40	\$ 2,303.28	\$	\$ 15,513.09	\$ 2,719.49-	111.19
2400	LIFE INSURANCE	\$ 608.00	\$ 253.25	\$ 50.64	\$	\$ 354.48	\$ 0.27	99.96
2700	WORKERS COMPENSATION INSURANCE	\$ 5,200.00	\$ 0.00	\$ 0.00	\$	\$ 6,592.02	\$ 1,392.02-	126.77
3300	PURCHASED SERVICES	\$ 0.00	\$ 0.00	\$ 27.88	\$	\$ 27.88	\$ 27.88-	100.00
3320	MAINTENANCE SERVICE CONTRACT	\$ 4,772.00	\$ 1,388.71	\$ 144.97	\$	\$ 4,283.29	\$ 900.00-	118.86
3500	PRINTING AND BINDING	\$ 1,150.00	\$ 0.00	\$ 0.00	\$	\$ 307.92	\$ 842.08	26.78

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3600	ADVERTISING	\$ 1,190.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 236.73	\$ 953.27	19.89
5210	POSTAL SERVICES	\$ 6,260.00	\$ 1,190.55	\$ 168.01	\$ 168.01	\$ 3,011.37	\$ 2,058.08	67.12
5230	TELECOMMUNICATIONS	\$ 3,961.00	\$ 0.00	\$ 129.90	\$ 129.90	\$ 750.42	\$ 3,210.58	18.95
5400	LEASES AND RENTALS	\$ 530.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 208.32	\$ 321.68	39.31
5510	TRAVEL MILEAGE	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,049.09	\$ 950.91	52.45
5810	DUES & MEMBERSHIPS	\$ 1,775.00	\$ 0.00	\$ 98.00	\$ 98.00	\$ 715.94	\$ 1,059.06	40.33
6001	OFFICE SUPPLIES	\$ 2,500.00	\$ 0.00	\$ 142.13	\$ 142.13	\$ 798.36	\$ 1,701.64	31.93
6003	AGRICULTURAL SUPPLIES	\$ 1,090.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,090.00	0.00
6008	VEHICLE AND EQUIP FUEL	\$ 2,000.00	\$ 0.00	\$ 23.14	\$ 23.14	\$ 377.34	\$ 1,622.66	18.87
6011	UNIFORM AND WEARING APPAREL	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 426.35	\$ 573.65	42.63
6014	OTHER OPERATING SUPPLIES	\$ 1,650.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 741.39	\$ 908.61	44.93
71100	PARKS ADMINISTRATION	\$ 338,080.00	\$ 123,406.74	\$ 24,899.50	\$ 24,899.50	\$ 200,334.16	\$ 14,339.10	95.76
	FUNC 71310 CLARKE COUNTY RECREATION CENTER							
1100	SALARIES - REGULAR	\$ 40,383.00	\$ 16,826.25	\$ 3,365.25	\$ 3,365.25	\$ 24,006.75	\$ 450.00	101.11
1300	SALARIES - PART TIME	\$ 25,809.00	\$ 0.00	\$ 2,870.88	\$ 2,870.88	\$ 15,645.30	\$ 10,163.70	60.62
2100	FICA BENEFITS	\$ 5,064.00	\$ 1,274.61	\$ 474.54	\$ 474.54	\$ 3,015.74	\$ 773.65	84.72
2210	VRSR BENEFITS	\$ 5,573.00	\$ 2,322.05	\$ 464.40	\$ 464.40	\$ 3,250.80	\$ 0.15	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 4,862.00	\$ 2,025.67	\$ 405.19	\$ 405.19	\$ 2,836.33	\$ 0.00	100.00
2400	LIFE INSURANCE	\$ 113.00	\$ 47.13	\$ 9.42	\$ 9.42	\$ 65.94	\$ 0.07	100.00
2700	WORKERS COMPENSATION INSURANCE	\$ 1,300.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 554.29	\$ 745.71	42.64
3600	ADVERTISING	\$ 550.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 123.76	\$ 426.24	22.50
5230	TELECOMMUNICATIONS	\$ 400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	0.00
5810	DUES & MEMBERSHIPS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 50.00	\$ 50.00	100.00
5830	REFUNDS	\$ 400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	0.00
6001	OFFICE SUPPLIES	\$ 250.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 250.00	0.00
6002	FOOD SUPPLIES & FOOD SERVICE SUP	\$ 1,820.00	\$ 0.00	\$ 223.19	\$ 223.19	\$ 429.14	\$ 1,390.86	23.58
6013	EDUCATIONAL AND RECREATIONAL SUP	\$ 2,240.00	\$ 0.00	\$ 87.93	\$ 87.93	\$ 860.81	\$ 1,379.19	38.43
6014	OTHER OPERATING SUPPLIES	\$ 3,230.00	\$ 0.00	\$ 92.25	\$ 92.25	\$ 623.56	\$ 2,606.44	19.31
6015	MERCHANDISE FOR RESALE	\$ 10,000.00	\$ 0.00	\$ 1,274.41	\$ 1,274.41	\$ 2,085.92	\$ 7,914.08	20.86
71310	CLARKE COUNTY RECREATION CENTER	\$ 101,994.00	\$ 22,495.71	\$ 9,267.46	\$ 9,267.46	\$ 53,548.34	\$ 25,949.95	74.56
	FUNC 71320 SWIMMING POOL							
1300	SALARIES - PART TIME	\$ 60,251.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 41,728.37	\$ 18,522.63	69.26
2100	FICA BENEFITS	\$ 4,610.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,058.11	\$ 1,551.89	66.34
2700	WORKERS COMPENSATION INSURANCE	\$ 1,300.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,300.00	0.00
3100	PROFESSIONAL SERVICES	\$ 2,900.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 145.00	\$ 2,755.00	5.00
5230	TELECOMMUNICATIONS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.26	\$ 0.26	100.00
5810	DUES & MEMBERSHIPS	\$ 2,375.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,455.00	\$ 920.00	61.26
5830	REFUNDS	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
6011	UNIFORM AND WEARING APPAREL	\$ 1,143.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	\$ 743.00	35.00
6013	EDUCATIONAL AND RECREATIONAL SUP	\$ 1,200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 619.30	\$ 580.70	51.61
6014	OTHER OPERATING SUPPLIES	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 233.02	\$ 1,766.98	11.65
6015	MERCHANDISE FOR RESALE	\$ 2,400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,400.00	0.00
6026	POOL CHEMICALS	\$ 10,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 5,093.85	\$ 4,906.15	50.94
71320	SWIMMING POOL	\$ 88,679.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 52,732.91	\$ 35,946.09	59.46
	FUNC 71330 CONCESSION STAND							
1300	SALARIES/WAGES - PART TIME	\$ 4,400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,563.71	\$ 836.29	80.99
2100	FICA	\$ 337.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 272.62	\$ 64.38	80.90
6001	OFFICE SUPPLIES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
6015	MERCHANDISE FOR RESALE	\$ 16,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 6,633.26	\$ 9,366.74	41.46
71330	CONCESSION STAND	\$ 21,237.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 10,469.59	\$ 10,767.41	49.30

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FUNC 71350 PROGRAMS							
1100	SALARIES/WAGES - REGULAR	\$ 31,641.00	\$ 13,183.75	\$ 2,636.75	\$ 18,907.25	\$ 450.00-	101.42
1300	SALARIES - PART TIME	\$ 94,500.00	\$ 0.00	\$ 2,680.89	\$ 52,846.39	\$ 41,653.61	55.92
2100	FICA BENEFITS	\$ 9,650.00	\$ 1,009.02	\$ 406.89	\$ 5,489.79	\$ 3,151.19	67.35
2210	VRSRS	\$ 4,366.00	\$ 1,819.37	\$ 363.87	\$ 2,547.09	\$ 0.46-	100.01
2400	LIFE INSURANCE	\$ 89.00	\$ 36.93	\$ 7.38	\$ 51.66	\$ 0.41	99.54
2700	WORKERS COMPENSATION BENEFITS	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 707.44	\$ 2,292.56	23.58
3100	PROFESSIONAL SERVICES	\$ 40,000.00	\$ 27,997.00	\$ 2,626.03	\$ 20,070.72	\$ 8,067.72-	120.17
3500	PRINTING AND BINDING	\$ 9,000.00	\$ 0.00	\$ 0.00	\$ 1,865.00	\$ 7,135.00	20.72
3600	ADVERTISING	\$ 1,700.00	\$ 0.00	\$ 240.00	\$ 1,005.22	\$ 694.78	59.13
5210	POSTAL SERVICES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 51.95	\$ 48.05	51.95
5400	LEASES AND RENTALS	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 168.10	\$ 1,331.90	11.21
5540	TRAVEL CONVENTION & EDUCATION	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
5560	GROUP TRIPS	\$ 15,000.00	\$ 0.00	\$ 0.00	\$ 1,291.25	\$ 13,708.75	8.61
5810	DUES & MEMBERSHIPS	\$ 500.00	\$ 0.00	\$ 200.00	\$ 200.00	\$ 300.00	40.00
5830	REFUNDS	\$ 7,500.00	\$ 0.00	\$ 798.00	\$ 3,811.90	\$ 3,688.10	50.83
6001	OFFICE SUPPLIES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
6002	FOOD SUPPLIES & FOOD SERVICE SUP	\$ 6,500.00	\$ 0.00	\$ 1,234.87	\$ 4,252.32	\$ 2,247.68	65.42
6011	UNIFORM AND WEARING APPAREL	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 453.50	\$ 2,546.50	15.12
6013	EDUCATIONAL AND RECREATIONAL SUP	\$ 6,200.00	\$ 0.00	\$ 619.83	\$ 1,973.96	\$ 4,226.04	31.84
6014	OTHER OPERATING SUPPLIES	\$ 5,000.00	\$ 0.00	\$ 11.98	\$ 1,474.67	\$ 3,525.33	29.49
6015	MERCHANDISE FOR RESALE	\$ 6,000.00	\$ 5,861.00	\$ 0.00	\$ 980.00	\$ 841.00-	114.02
71350	PROGRAMS	\$ 245,846.00	\$ 49,907.07	\$ 11,826.49	\$ 118,148.21	\$ 77,790.72	68.36
FUNC 72600 VIRGINIA COMMISSION FOR THE ARTS							
5699	CIVIC CONTRIBUTIONS	\$ 10,000.00	\$ 0.00	\$ 0.00	\$ 10,000.00	\$ 0.00	100.00
FUNC 73200 REGIONAL LIBRARY							
5699	CIVIC CONTRIBUTIONS	\$ 182,119.00	\$ 0.00	\$ 45,529.75	\$ 136,589.25	\$ 45,529.75	75.00
FUNC 81110 PLANNING ADMINISTRATION							
1100	SALARIES - REGULAR	\$ 270,161.00	\$ 70,295.79	\$ 14,059.19	\$ 128,533.20	\$ 71,332.01	73.60
2100	FICA BENEFITS	\$ 20,668.00	\$ 5,332.16	\$ 1,066.44	\$ 12,234.77	\$ 3,101.07	85.00
2210	VRSRS BENEFITS	\$ 37,282.00	\$ 9,700.81	\$ 1,940.17	\$ 17,458.15	\$ 10,123.04	72.85
2300	HEALTH INSURANCE BENEFITS	\$ 21,879.00	\$ 7,090.81	\$ 1,418.17	\$ 11,696.03	\$ 3,092.16	85.87
2400	LIFE INSURANCE	\$ 756.00	\$ 196.82	\$ 39.37	\$ 354.25	\$ 204.93	72.89
2700	WORKERS COMPENSATION INSURANCE	\$ 2,700.00	\$ 0.00	\$ 0.00	\$ 3,562.37	\$ 862.37-	131.94
2800	OTHER BENEFITS - ANNUAL LEAVE PA	\$ 0.00	\$ 0.00	\$ 0.00	\$ 50,028.27	\$ 50,028.27-	100.00
3100	PROFESSIONAL SERVICES	\$ 50,755.00	\$ 0.00	\$ 740.00	\$ 10,574.37	\$ 40,180.63	20.83
3140	ENGINEERING REVIEW EXPENDITURES	\$ 5,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 5,000.00	0.00
3320	MAINTENANCE SERVICE CONTRACT	\$ 700.00	\$ 799.34	\$ 0.00	\$ 313.70	\$ 413.04-	159.01
3500	PRINTING AND BINDING	\$ 3,000.00	\$ 0.00	\$ 159.50	\$ 602.90	\$ 2,397.10	20.10
3600	ADVERTISING	\$ 2,000.00	\$ 0.00	\$ 516.80	\$ 6,807.96	\$ 4,807.96-	340.40
5210	POSTAL SERVICES	\$ 1,500.00	\$ 0.00	\$ 183.93	\$ 445.05	\$ 1,054.95	29.67
5230	TELECOMMUNICATIONS	\$ 400.00	\$ 0.00	\$ 21.04	\$ 135.83	\$ 264.17	33.96
5510	TRAVEL MILEAGE	\$ 1,500.00	\$ 0.00	\$ 56.61	\$ 1,045.97	\$ 454.03	69.73
5540	TRAVEL CONVENTION & EDUCATION	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 505.20	\$ 1,494.80	25.26
5810	DUES & MEMBERSHIPS	\$ 750.00	\$ 0.00	\$ 0.00	\$ 135.00	\$ 615.00	18.00
6001	OFFICE SUPPLIES	\$ 2,500.00	\$ 0.00	\$ 83.59	\$ 969.66	\$ 1,530.34	38.79
6012	BOOKS AND SUBSCRIPTIONS	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 66.30	\$ 1,933.70	3.31
8202	FURNITURE & FIXTURES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 340.03	\$ 340.03-	100.00
81110	PLANNING ADMINISTRATION	\$ 425,551.00	\$ 93,415.73	\$ 20,284.81	\$ 245,809.01	\$ 86,326.26	79.71
FUNC 81300 HELP WITH HOUSING							
5699	CIVIC CONTRIBUTIONS	\$ 7,200.00	\$ 0.00	\$ 1,800.00	\$ 5,400.00	\$ 1,800.00	75.00
FUNC 81400 BOARD OF ZONING APPEALS							

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1300	SALARIES - PART TIME	\$ 250.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 250.00	0.00
2100	FICA	\$ 20.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 20.00	0.00
3100	PROFESSIONAL SERVICES	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,000.00	0.00
3160	BOARD SERVICES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 200.00	\$ 300.00	40.00
3600	ADVERTISING	\$ 500.00	\$ 0.00	\$ 0.00	\$ 326.40	\$ 173.60	65.28
5210	POSTAL SERVICES	\$ 200.00	\$ 0.00	\$ 5.84	\$ 5.84	\$ 194.16	2.92
5810	DUES & MEMBERSHIPS	\$ 150.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 150.00	0.00
81400	BOARD OF ZONING APPEALS	\$ 3,620.00	\$ 0.00	\$ 5.84	\$ 532.24	\$ 3,087.76	14.70
FUNC 81510 OFFICE OF ECONOMIC DEVELOPMENT							
1100	SALARIES AND WAGES - REGULAR	\$ 30,943.00	\$ 12,893.01	\$ 2,578.56	\$ 18,274.92	\$ 224.93	100.73
2100	FICA	\$ 2,367.00	\$ 988.72	\$ 197.75	\$ 1,401.46	\$ 23.18	100.98
2210	VSRS	\$ 4,270.00	\$ 1,779.25	\$ 355.84	\$ 2,490.88	\$ 0.13	100.00
2300	HOSPITAL/MEDICAL PLANS	\$ 2,431.00	\$ 1,012.87	\$ 202.59	\$ 1,418.13	\$ 0.00	100.00
2400	LIFE INSURANCE	\$ 87.00	\$ 36.10	\$ 7.22	\$ 50.54	\$ 0.36	99.59
3100	PROFESSIONAL SERVICES	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 825.00	\$ 1,175.00	41.25
3500	PRINTING AND BINDING	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
3600	ADVERTISING	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00
5210	POSTAGE	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
5230	TELECOMMUNICATIONS	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
5699	CIVIC CONTRIBUTIONS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	\$ 1,000.00	100.00
5810	DUES & MEMBERSHIPS	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00
6001	OFFICE SUPPLIES	\$ 400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	0.00
81510	OFFICE OF ECONOMIC DEVELOPMENT	\$ 43,598.00	\$ 16,709.95	\$ 3,341.96	\$ 25,460.93	\$ 1,427.12	96.73
FUNC 81520 BERRYVILLE DEVELOPMENT AUTHORITY							
3100	PROFESSIONAL SERVICES	\$ 10,000.00	\$ 0.00	\$ 932.00	\$ 2,200.74	\$ 7,799.26	22.01
3160	BOARD SERVICES	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 25.00	\$ 975.00	2.50
3600	ADVERTISING	\$ 500.00	\$ 0.00	\$ 0.00	\$ 617.70	\$ 117.70	123.54
5210	POSTAL SERVICES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 4.75	\$ 95.25	4.75
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	\$ 932.00	\$ 2,848.19	\$ 8,951.81	24.14
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	\$ 0.00	\$ 50.00	\$ 450.00	10.00
2100	FICA	\$ 38.00	\$ 0.00	\$ 0.00	\$ 3.82	\$ 34.18	10.05
2700	Worker's Compensation	\$ 2.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2.00	0.00
3100	PROFESSIONAL SERVICES	\$ 10,000.00	\$ 0.00	\$ 1,428.00	\$ 6,243.60	\$ 3,756.40	62.44
3160	BOARD SERVICES	\$ 13,000.00	\$ 0.00	\$ 0.00	\$ 3,075.00	\$ 9,925.00	23.65
3600	ADVERTISING	\$ 1,600.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,600.00	0.00
5210	POSTAL SERVICES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
5810	DUES & MEMBERSHIPS	\$ 650.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 650.00	0.00
81600	PLANNING COMMISSION	\$ 26,390.00	\$ 0.00	\$ 1,428.00	\$ 9,372.42	\$ 17,017.58	35.52
FUNC 81700 BOARD OF SEPTIC APPEALS							
1300	SALARIES AND WAGES - PART TIME	\$ 500.00	\$ 0.00	\$ 0.00	\$ 50.00	\$ 450.00	10.00
2100	FICA	\$ 39.00	\$ 0.00	\$ 0.00	\$ 3.83	\$ 35.17	9.82
3100	PROFESSIONAL SERVICES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00

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3160	BOARD SERVICES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
3600	ADVERTISING	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00
5210	POSTAL SERVICES	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00
81700	BOARD OF SEPTIC APPEALS	\$ 2,739.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 53.83	\$ 2,685.17	1.97
FUNC 81800 HISTORIC PRESERVATION COMMISSION								
3100	PROFESSIONAL SERVICES	\$ 40,500.00	\$ 0.00	\$ 660.00	\$ 660.00	\$ 6,515.00	\$ 33,985.00	16.09
3160	BOARD SERVICES	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 225.00	\$ 775.00	22.50
3600	ADVERTISING	\$ 250.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 250.00	0.00
5210	POSTAL SERVICES	\$ 200.00	\$ 0.00	\$ 209.44	\$ 209.44	\$ 212.96	\$ 12.96	106.48
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	\$ 42,500.00	\$ 0.00	\$ 869.44	\$ 869.44	\$ 6,952.96	\$ 35,547.04	16.36
FUNC 81910 NORTHERN SHENANDOAH VALLEY REGIONAL COMM								
5699	CIVIC CONTRIBUTIONS	\$ 10,310.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 9,075.53	\$ 1,234.47	88.03
FUNC 81920 REGIONAL AIRPORT AUTHORITY								
5699	CIVIC CONTRIBUTIONS	\$ 5,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,500.00	\$ 2,500.00	50.00
FUNC 82200 FRIENDS OF THE SHENANDOAH								
5699	CIVIC CONTRIBUTIONS	\$ 4,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 4,000.00	\$ 0.00	100.00
FUNC 82400 LORD FAIRFAX SOIL AND WATER CONSERV								
5699	CIVIC CONTRIBUTIONS	\$ 9,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 9,500.00	0.00
FUNC 82600 BIO-SOLIDS APPLICATION								
1300	PART-TIME SALARIES	\$ 12,229.00	\$ 0.00	\$ 1,112.50	\$ 1,112.50	\$ 6,104.50	\$ 6,124.50	49.92
2100	FICA	\$ 935.00	\$ 0.00	\$ 85.10	\$ 85.10	\$ 466.97	\$ 468.03	49.94
2700	WORKERS COMPENSATION INSURANCE	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 267.60	\$ 67.60	133.80
3100	PROFESSIONAL SERVICES	\$ 400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	0.00
5210	POSTAL SERVICES	\$ 0.00	\$ 0.00	\$ 46.64	\$ 46.64	\$ 46.64	\$ 46.64	100.00
5230	TELECOMMUNICATIONS	\$ 400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 69.99	\$ 330.01	17.50
5510	TRAVEL MILEAGE	\$ 4,837.00	\$ 0.00	\$ 281.95	\$ 281.95	\$ 1,179.64	\$ 3,657.36	24.39
82600	BIO-SOLIDS APPLICATION	\$ 19,001.00	\$ 0.00	\$ 1,526.19	\$ 1,526.19	\$ 8,135.34	\$ 10,865.66	42.82
FUNC 83100 COOPERATIVE EXTENSION								
3320	MAINTENANCE SERVICE CONTRACTS	\$ 1,000.00	\$ 424.14	\$ 0.00	\$ 0.00	\$ 166.44	\$ 409.42	59.06
3841	VPI EXTENSION AGENT	\$ 23,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,889.81	\$ 20,110.19	12.56
5230	TELECOMMUNICATIONS	\$ 500.00	\$ 0.00	\$ 36.64	\$ 36.64	\$ 212.09	\$ 287.91	42.42
6014	OTHER OPERATING SUPPLIES	\$ 3,180.00	\$ 0.00	\$ 466.36	\$ 466.36	\$ 676.40	\$ 2,503.60	21.27
83100	COOPERATIVE EXTENSION	\$ 27,680.00	\$ 424.14	\$ 503.00	\$ 503.00	\$ 3,944.74	\$ 23,311.12	15.78
FUNC 83400 4-H CENTER								
5699	CIVIC CONTRIBUTIONS	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,000.00	\$ 0.00	100.00
FUNC 91600 CONTINGENCIES								
1000	PERSONNEL	\$ 57,867.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 57,867.00	0.00
3140	ENGINEERING & ARCHITECTURAL	\$ 19,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 19,000.00	0.00
3150	LEGAL	\$ 25,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 25,000.00	0.00
8000	MINOR CAPITAL	\$ 20,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 20,000.00	0.00
91600	CONTINGENCIES	\$ 121,867.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 121,867.00	0.00
000	NON-CATEGORICAL	\$ 7,973,332.00	\$ 1,833,412.18	\$ 666,675.64	\$ 666,675.64	\$ 4,506,056.39	\$ 1,633,863.43	79.51

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PJT 111 E911								
FUNC 35610								
5230	TELECOMMUNICATIONS	\$ 9,600.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 9,600.00	0.00
6032	TRAINING MATERIALS	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,000.00	0.00
35610		\$ 11,600.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 11,600.00	0.00
111	E911	\$ 11,600.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 11,600.00	0.00
PJT 126 V-STOP GRANT								
FUNC 22100 COMMONWEALTH'S ATTORNEY								
1100	SALARIES/WAGES - REGULAR	\$ 23,159.00	\$ 9,649.05	\$ 1,929.86	\$ 13,509.95	\$ 0.00	100.00	
1300	SALARIES/WAGES - PART TIME	\$ 7,815.00	\$ 3,256.28	\$ 651.23	\$ 4,558.72	\$ 0.00	100.00	
2100	FICA	\$ 598.00	\$ 246.20	\$ 50.33	\$ 355.66	\$ 3.86	100.65	
2210	VSRS	\$ 1,079.00	\$ 449.37	\$ 89.87	\$ 629.21	\$ 0.42	99.96	
5540	TRAVEL - CONVENTION & EDUCATION	\$ 154.00	\$ 0.00	\$ 0.00	\$ 145.37	\$ 8.63	94.40	
6001	OFFICE SUPPLIES	\$ 200.00	\$ 0.00	\$ 0.00	\$ 148.00	\$ 52.00	74.00	
22100	COMMONWEALTH'S ATTORNEY	\$ 33,005.00	\$ 13,600.90	\$ 2,721.29	\$ 19,346.91	\$ 57.19	99.83	
126	V-STOP GRANT	\$ 33,005.00	\$ 13,600.90	\$ 2,721.29	\$ 19,346.91	\$ 57.19	99.83	
PJT 127 FEDERAL GANG TASK FORCE GRANT								
FUNC 31200 SHERIFF								
1100	SALARIES/WAGES - REGULAR	\$ 43,823.00	\$ 18,259.57	\$ 3,651.92	\$ 26,013.44	\$ 450.01	101.03	
1300	SALARIES/WAGES - OVERTIME	\$ 3,631.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,631.00	0.00	
2100	FICA	\$ 3,630.00	\$ 1,190.41	\$ 238.08	\$ 1,700.98	\$ 738.61	79.65	
2210	VSRS	\$ 6,048.00	\$ 2,519.85	\$ 503.96	\$ 3,527.72	\$ 0.43	99.99	
2300	HOSPITAL/MEDICAL PLANS	\$ 7,746.00	\$ 3,227.50	\$ 645.50	\$ 4,518.50	\$ 0.00	100.00	
2400	LIFE INSURANCE	\$ 123.00	\$ 11.13	\$ 10.23	\$ 71.61	\$ 40.26	67.27	
2700	WORKER'S COMPENSATION	\$ 0.00	\$ 0.00	\$ 0.00	\$ 565.27	\$ 565.27	100.00	
31200	SHERIFF	\$ 65,001.00	\$ 25,208.46	\$ 5,049.69	\$ 36,397.52	\$ 3,395.02	94.78	
127	FEDERAL GANG TASK FORCE GRANT	\$ 65,001.00	\$ 25,208.46	\$ 5,049.69	\$ 36,397.52	\$ 3,395.02	94.78	
PJT 402 DMV 402 GRANT								
FUNC 31200 SHERIFF								
1300	SALARIES/WAGES - PART TIME	\$ 4,410.00	\$ 0.00	\$ 0.00	\$ 2,520.86	\$ 1,889.14	57.16	
2100	FICA	\$ 335.00	\$ 0.00	\$ 0.00	\$ 192.84	\$ 142.16	57.56	
6010	POLICE SUPPLIES	\$ 2,929.00	\$ 0.00	\$ 0.00	\$ 5,307.00	\$ 2,378.00	181.19	
31200	SHERIFF	\$ 7,674.00	\$ 0.00	\$ 0.00	\$ 8,020.70	\$ 346.70	104.52	
402	DMV 402 GRANT	\$ 7,674.00	\$ 0.00	\$ 0.00	\$ 8,020.70	\$ 346.70	104.52	
PJT 605 DOJ LOCAL LAW ENFORCEMENT BLOCK GRANT (LLEBG)								
FUNC 31200 SHERIFF								
1100	SALARIES/WAGES - REGULAR	\$ 4,180.00	\$ 0.00	\$ 0.00	\$ 2,161.50	\$ 2,018.50	51.71	
2100	FICA	\$ 320.00	\$ 0.00	\$ 0.00	\$ 165.36	\$ 154.64	51.68	
31200	SHERIFF	\$ 4,500.00	\$ 0.00	\$ 0.00	\$ 2,326.86	\$ 2,173.14	51.71	

CLARKE COUNTY
 FD-PJT-FUNC-OBJ EXPENDITURES SUMMARY REPORT DEFINITION TYPE #0
 for Fiscal Year 2012 (2011-2012 Fiscal Year)
 Posted Only Figures
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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For JANUARY	Expenditures Year-to-Date	Available Balance	Percent Used
605	DOJ LOCAL LAW ENFORCEMENT BLOCK	\$ 4,500.00	\$ 0.00	\$ 0.00	\$ 2,326.86	\$ 2,173.14	51.71
PJT 810 ARRA BYRNE JUSTICE ASSISTANCE GRANT							
FUNC 31200 SHERIFF							
1200	OVERTIME	\$ 10,022.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 10,022.00	0.00
1300	SALARIES/WAGES - PART TIME	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,739.62	\$ 2,739.62	100.00
2100	FICA	\$ 767.00	\$ 0.00	\$ 0.00	\$ 209.58	\$ 557.42	27.32
31200	SHERIFF	\$ 10,789.00	\$ 0.00	\$ 0.00	\$ 2,949.20	\$ 7,839.80	27.34
810	ARRA BYRNE JUSTICE ASSISTANCE GR	\$ 10,789.00	\$ 0.00	\$ 0.00	\$ 2,949.20	\$ 7,839.80	27.34
100	GENERAL FUND	\$ 8,105,901.00	\$ 1,872,221.54	\$ 674,446.62	\$ 4,575,097.58	\$ 1,658,581.88	79.54

CLARKE COUNTY
 JANUARY VENDOR PAYMENTS
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Fiscal Year: 2012

EXPENDITURES

DEFINITION TYPE 0

100-000-11010-3600 ADVERTISING

VENDOR:	WINCHESTER STAR					
1	JANUARY	1651188	HEARING ADV	73385	01/31/2012	\$ 190.40

100-000-11010-5210 POSTAL SERVICES

VENDOR:	PURCHASE POWER					
1	JANUARY	35438654	POSTAGE	73246	01/13/2012	\$ 60.64

100-000-11010-5800 MISCELLANEOUS CHARGES

VENDOR:	BB&T FINANCIAL, FSB					
3	JANUARY	9308 3396	LUNCHEON	73290	01/31/2012	\$ 139.17

VENDOR:	SPONSELLER'S FLOWER SHOP					
1	JANUARY	88929	ARRANGEMENT	2097	01/13/2012	\$ 68.00

Total for 100-000-11010-5800						\$ 207.17
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100-000-11010-6001 OFFICE SUPPLIES

VENDOR:	COMMERCIAL PRESS					
1	JANUARY	103453	NAME PLATE	2067	01/13/2012	\$ 7.45

100-000-12110-3320 MAINTENANCE SERVICE CONTRACT

VENDOR:	TML COPIERS & DIGITAL SOLUTIONS					
1	JANUARY	124464	MAINTENANCE SERVICE CONTRA	2164	01/31/2012	\$ 127.99

100-000-12110-5230 TELECOMMUNICATIONS

VENDOR:	AT&T MOBILITY					
1	JANUARY	x01012012	GOVT ADMIN	73162	01/13/2012	\$ 47.19

VENDOR:	TREASURER OF VIRGINIA					
10	JANUARY	T241706	MONTHLY PHONE CHARGES	73194	01/13/2012	\$ 15.99

VENDOR:	VERIZON					
1	JANUARY	00002726889534Y	MONTHLY PHONE CHARGES	73274	01/13/2012	\$ 7.50

Total for 100-000-12110-5230						\$ 70.68
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100-000-12110-6008 VEHICLE AND EQUIP FUEL

VENDOR:	MANSFIELD OIL COMPANY					
3	JANUARY	SQLCD/00022878	FUEL	2085	01/13/2012	\$ 28.63
2	JANUARY	SQLCD/00023274	FUEL	2085	01/13/2012	\$ 59.04

Total for 100-000-12110-6008						\$ 87.67
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100-000-12110-6012 BOOKS AND SUBSCRIPTIONS

VENDOR:	MATTHEW BENDER & CO., INC.					
1	JANUARY	4779262001	RENEWAL	73331	01/31/2012	\$ 89.11

100-000-12210-3100 PROFESSIONAL SERVICES

CLARKE COUNTY
 JANUARY VENDOR PAYMENTS
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VENDOR:	HALL, MONAHAN, ENGLE, MAHAN & MITCHELL					
4	JANUARY	GENERAL FILE	LEGAL	2129	01/31/2012 \$	332.00
1	JANUARY	JOINT GOV CENTR	LEGAL	2129	01/31/2012 \$	446.00

Total for 100-000-12210-3100						\$ 778.00
100-000-12310-3320 MAINTENANCE SERVICE CONTRACTS						
VENDOR:	CINTAS DOCUMENT MANAGEMENT					
1	JANUARY	DJ94022158	ONSITE/SERV	73179	01/13/2012 \$	20.60
100-000-12310-5210 POSTAL SERVICES						
VENDOR:	PURCHASE POWER					
2	JANUARY	35438654	POSTAGE	73246	01/13/2012 \$	435.97
100-000-12310-5230 TELECOMMUNICATIONS						
VENDOR:	TREASURER OF VIRGINIA					
3	JANUARY	T241706	MONTHLY PHONE CHARGES	73194	01/13/2012 \$	9.48
VENDOR:	VERIZON					
2	JANUARY	00002726889534Y	MONTHLY PHONE CHARGES	73274	01/13/2012 \$	32.89

Total for 100-000-12310-5230						\$ 42.37
100-000-12310-5540 TRAVEL CONVENTION & EDUCATION						
VENDOR:	PEAKE, DONNA					
1	JANUARY	TRAVEL REIMB	TRAVEL	2148	01/31/2012 \$	36.33
2	JANUARY	TRAVEL REIMB	TRAVEL	2148	01/31/2012 \$	247.32

Total for 100-000-12310-5540						\$ 283.65
100-000-12310-5810 DUES & MEMBERSHIPS						
VENDOR:	WEST CENTRAL COMMISSIONER OF REV. ASSOC.					
1	JANUARY	MEMBERSHIP DUE	DUES	73278	01/13/2012 \$	60.00
100-000-12310-6012 BOOKS AND SUBSCRIPTIONS						
VENDOR:	N.A.D.A. APPRAISAL GUIDE					
1	JANUARY	3071629	OLDER USED CAR	73340	01/31/2012 \$	80.00
1	JANUARY	3071652	MOTOCYCLE GUIDE	73233	01/13/2012 \$	20.00
VENDOR:	NADA USED CAR GUIDE					
1	JANUARY	000299731	COMMERCIAL TRUCK GUIDE	73234	01/13/2012 \$	18.00

Total for 100-000-12310-6012						\$ 118.00
100-000-12320-5210 POSTAL SERVICES						
VENDOR:	PURCHASE POWER					
3	JANUARY	35438654	POSTAGE	73246	01/13/2012 \$	1.52
100-000-12410-3100 PROFESSIONAL SERVICES						
VENDOR:	CINTAS DOCUMENT MANAGEMENT					
1	JANUARY	DJ94022159	ONSITE/SERV	73179	01/13/2012 \$	20.60
100-000-12410-5210 POSTAL SERVICES						

CLARKE COUNTY
 JANUARY VENDOR PAYMENTS
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VENDOR:	PURCHASE POWER					
4	JANUARY	35438654	POSTAGE	73246	01/13/2012 \$	662.06
100-000-12410-5230	TELECOMMUNICATIONS					
VENDOR:	TREASURER OF VIRGINIA					
23	JANUARY	T241706	MONTHLY PHONE CHARGES	73194	01/13/2012 \$	7.99
VENDOR:	VERIZON					
3	JANUARY	00002726889534Y	MONTHLY PHONE CHARGES	73274	01/13/2012 \$	2.50
VENDOR:	VIRGINIA EMPLOYMENT COMMISSION					
1	JANUARY	CR-11-04091	TELECOMMUNICATIONS	73379	01/31/2012 \$	100.00

		Total for 100-000-12410-5230			\$	110.49
100-000-12510-3100	PROFESSIONAL SERVICES					
VENDOR:	MATSCH SYSTEMS					
1	JANUARY	1493	PROFESSIONAL SERVICES	2140	01/31/2012 \$	150.00
100-000-12510-3320	MAINTENANCE SERVICE CONTRACT					
VENDOR:	AVAYA, INC.					
1	JANUARY	2731583635	PHONE SUPPORT - GOVERNMENT	73163	01/13/2012 \$	901.22
100-000-12510-5230	TELECOMMUNICATIONS					
VENDOR:	AT&T MOBILITY					
8	JANUARY	x01012012	GOVT IT	73162	01/13/2012 \$	12.53
VENDOR:	COMCAST					
1	JANUARY	20645301	INTERNET SERVICE - GOVERNMENT	73185	01/13/2012 \$	587.50
1	JANUARY	20884909	INTERNET SERVICE - GOVERNMENT	73304	01/31/2012 \$	587.50
VENDOR:	TREASURER OF VIRGINIA					
15	JANUARY	T241706	MONTHLY PHONE CHARGES	73194	01/13/2012 \$	1,541.81
VENDOR:	VERIZON					
4	JANUARY	00002726889534Y	MONTHLY PHONE CHARGES	73274	01/13/2012 \$	412.24

		Total for 100-000-12510-5230			\$	3,141.58
100-000-12510-6001	OFFICE SUPPLIES					
VENDOR:	BB&T FINANCIAL, FSB					
1	JANUARY	9308 3396	CABLES	73290	01/31/2012 \$	51.14
100-000-12510-8201	MACHINERY & EQUIPMENT					
VENDOR:	BB&T FINANCIAL, FSB					
1	JANUARY	9255 6699	4GB SECURE DIGITAL	73290	01/31/2012 \$	199.32
100-000-12510-8207	EDP EQUIPMENT					
VENDOR:	BB&T FINANCIAL, FSB					
2	JANUARY	9308 3396	DEVICE SERVER	73290	01/31/2012 \$	335.33
100-000-13100-3500	PRINTING AND BINDING					
VENDOR:	WISECARVER COMMUNICATIONS, INC					
1	JANUARY	85589	BALLOTS	73387	01/31/2012 \$	108.00

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100-000-13100-5210			POSTAL SERVICES			
VENDOR:	PURCHASE POWER					
6	JANUARY	35438654	POSTAGE	73246	01/13/2012 \$	273.81
100-000-13100-6000			MATERIAL AND SUPPLIES			
VENDOR:	BERRYVILLE TRUE VALUE HARDWARE					
1	JANUARY	56929	LOCK/PADLOCK CABLE/LINER	73294	01/31/2012 \$	27.26
100-000-13200-5230			TELECOMMUNICATIONS			
VENDOR:	AT&T MOBILITY					
11	JANUARY	x01012012	REGISTRAR	73162	01/13/2012 \$	47.19
VENDOR:	TREASURER OF VIRGINIA					
21	JANUARY	T241706	MONTHLY PHONE CHARGES	73194	01/13/2012 \$	2.11
VENDOR:	VERIZON					
5	JANUARY	00002726889534Y	MONTHLY PHONE CHARGES	73274	01/13/2012 \$	2.50

			Total for 100-000-13200-5230		\$	51.80
100-000-13200-6001			OFFICE SUPPLIES			
VENDOR:	COMMERCIAL PRESS					
1	JANUARY	103400	ENVELOPES	2118	01/31/2012 \$	34.95
100-000-21200-5210			POSTAL SERVICES			
VENDOR:	PITNEY BOWES GLOBAL FINANCIAL SERVICES					
1	JANUARY	168535-DC11	STAMPS	73243	01/13/2012 \$	162.00
1	JANUARY	1685355-DC11	POSTAGE	73349	01/31/2012 \$	162.00

			Total for 100-000-21200-5210		\$	324.00
100-000-21200-5230			TELECOMMUNICATIONS			
VENDOR:	TREASURER OF VIRGINIA					
14	JANUARY	T241706	MONTHLY PHONE CHARGES	73194	01/13/2012 \$	114.09
VENDOR:	VERIZON					
6	JANUARY	00002726889534Y	MONTHLY PHONE CHARGES	73274	01/13/2012 \$	30.13

			Total for 100-000-21200-5230		\$	144.22
100-000-21300-5230			TELECOMMUNICATIONS			
VENDOR:	TREASURER OF FREDERICK COUNTY					
1	JANUARY	9	VIDEO LINE	73368	01/31/2012 \$	12.91
100-000-21500-5210			POSTAL SERVICES			
VENDOR:	PITNEY BOWES GLOBAL FINANCIAL SERVICES					
1	JANUARY	8317266-DC11	STAMPS	73243	01/13/2012 \$	69.30
100-000-21500-5230			TELECOMMUNICATIONS			
VENDOR:	TREASURER OF VIRGINIA					
16	JANUARY	T241706	MONTHLY PHONE CHARGES	73194	01/13/2012 \$	6.94
VENDOR:	VERIZON					
7	JANUARY	00002726889534Y	MONTHLY PHONE CHARGES	73274	01/13/2012 \$	53.13

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Total for 100-000-21500-5230						\$ 60.07
100-000-21600-2100 FICA BENEFITS						
VENDOR: CLARKE COUNTY CIRCUIT COURT						
1	JANUARY	01302012	FICA BENEFITS	12449	01/30/2012	\$ 948.56
100-000-21600-2210 VSRS BENEFITS						
VENDOR: TREASURER OF VIRGINIA						
1	JANUARY	01302012	VSRS BENEFITS	12451	01/30/2012	\$ 1,711.13
100-000-21600-2300 HEALTH INSURANCE BENEFITS						
VENDOR: ANTHEM BLUE CROSS/BLUE SHIELD						
1	JANUARY	01302012	HEALTH INSURANCE BENEFITS	12448	01/30/2012	\$ 810.38
2	JANUARY	01302012	HEALTH INSURANCE BENEFITS	12448	01/30/2012	\$ 475.00
3	JANUARY	01302012	HEALTH INSURANCE BENEFITS	12448	01/30/2012	\$ 10,644.03

Total for 100-000-21600-2300						\$ 11,929.41
100-000-21600-2400 LIFE INSURANCE						
VENDOR: TREASURER OF VIRGINIA - INS - O						
1	JANUARY	01302012	LIFE INSURANCE	12450	01/30/2012	\$ 34.72
100-000-21600-3320 MAINTENANCE SERVICE CONTRACT						
VENDOR: OCE NORTH AMERICA						
1	JANUARY	416891831	IM3511 COPIER MAINTENANCE	73346	01/31/2012	\$ 201.00
100-000-21600-3510 MICROFILMING						
VENDOR: LOGAN SYSTEMS, INC						
1	JANUARY	42645	COMPUTER INDEXING	2083	01/13/2012	\$ 467.22
1	JANUARY	42740	COMPUTER INDEXING	2138	01/31/2012	\$ 562.63

Total for 100-000-21600-3510						\$ 1,029.85
100-000-21600-5210 POSTAL SERVICES						
VENDOR: U.S. POSTAL SERVICE						
1	JANUARY	STAMPS	STAMPS	73244	01/13/2012	\$ 176.00
VENDOR: PURCHASE POWER						
7	JANUARY	35438654	POSTAGE	73246	01/13/2012	\$ 507.46

Total for 100-000-21600-5210						\$ 683.46
100-000-21600-5230 TELECOMMUNICATIONS						
VENDOR: TREASURER OF VIRGINIA						
8	JANUARY	T241706	MONTHLY PHONE CHARGES	73194	01/13/2012	\$ 5.74
VENDOR: VERIZON						
8	JANUARY	00002726889534Y	MONTHLY PHONE CHARGES	73274	01/13/2012	\$ 60.24

Total for 100-000-21600-5230						\$ 65.98
100-000-21600-6001 OFFICE SUPPLIES						
VENDOR: B-K OFFICE SUPPLY, INC.						

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1	JANUARY	28038-1	LAMINATING CARDS	2060	01/13/2012 \$	31.00
VENDOR: C.W. WARTHEN COMPANY						
1	JANUARY	49873	CASEBINDERS	73174	01/13/2012 \$	214.57
VENDOR: MATTHEW BENDER & CO., INC.						
1	JANUARY	26858452	VA MOD JURY	73330	01/31/2012 \$	224.60
1	JANUARY	27732835	VA LAW	73330	01/31/2012 \$	113.94
Total for 100-000-21600-6001						\$ 584.11
100-000-21900-5230 TELECOMMUNICATIONS						
VENDOR: TREASURER OF VIRGINIA						
24	JANUARY	T241706	MONTHLY PHONE CHARGES	73194	01/13/2012 \$	9.92
VENDOR: VERIZON						
9	JANUARY	00002726889534Y	MONTHLY PHONE CHARGES	73274	01/13/2012 \$	2.50
Total for 100-000-21900-5230						\$ 12.42
100-000-21900-5810 DUES,SUBSCRIPTIONS & MEMBERSHIPS						
VENDOR: VNVWC, INC.						
1	JANUARY	00473	MEMBERSHIP RENEWAL	73276	01/13/2012 \$	75.00
100-000-22100-3320 MAINTENANCE SERVICE CONTRACT						
VENDOR: DDL BUSINESS SYSTEMS LLC						
1	JANUARY	46594	MAINT CONTRACT	73189	01/13/2012 \$	45.04
100-000-22100-5210 POSTAL SERVICES						
VENDOR: PERKA, SUZANNE						
1	JANUARY	POSTAGE	POSTAGE	2091	01/13/2012 \$	16.10
100-000-22100-5230 TELECOMMUNICATIONS						
VENDOR: TREASURER OF VIRGINIA						
9	JANUARY	T241706	MONTHLY PHONE CHARGES	73194	01/13/2012 \$	13.83
VENDOR: VERIZON						
10	JANUARY	00002726889534Y	MONTHLY PHONE CHARGES	73274	01/13/2012 \$	30.39
Total for 100-000-22100-5230						\$ 44.22
100-000-22100-6001 OFFICE SUPPLIES						
VENDOR: CLERK. MARYLAND COURT OF APPEALS						
1	JANUARY	FEE	FEE/CERTIFIED COPIES	73155	01/03/2012 \$	15.00
VENDOR: PERKA, SUZANNE						
1	JANUARY	SUPPLIES	PILOT PRECISE/REIMB	2091	01/13/2012 \$	20.99
Total for 100-000-22100-6001						\$ 35.99
100-000-31200-3100 PROFESSIONAL SERVICES						
VENDOR: TREASURER OF VIRGINIA						
1	JANUARY	213735	CALIBRATION FEES	73367	01/31/2012 \$	28.16
1	JANUARY	213799	CALIBRATION	73367	01/31/2012 \$	28.16
VENDOR: VIRGINIA STATE POLICE RECORDS MANAGEMENT						

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1	JANUARY	A2735	CRIMINAL RECORDS	73374	01/31/2012 \$	96.00
VENDOR: ZAMITIZ, NOHEMY						
1	JANUARY	SERVICES	INTERPRETER	2111	01/13/2012 \$	60.00
2	JANUARY	SERVICES	INTERPRETER SERVICES	2167	01/31/2012 \$	80.00
Total for 100-000-31200-3100						\$ 292.32
100-000-31200-5210 POSTAL SERVICES						
VENDOR: BB&T FINANCIAL, FSB						
2	JANUARY	9255 6640	POSTAGE	73290	01/31/2012 \$	39.38
100-000-31200-5230 TELECOMMUNICATIONS						
VENDOR: AT&T MOBILITY						
6	JANUARY	x01012012	SHERIFF'S DEPT	73162	01/13/2012 \$	422.15
VENDOR: TREASURER OF VIRGINIA						
22	JANUARY	T241706	MONTHLY PHONE CHARGES	73194	01/13/2012 \$	26.27
VENDOR: VERIZON						
11	JANUARY	00002726889534Y	MONTHLY PHONE CHARGES	73274	01/13/2012 \$	215.38
Total for 100-000-31200-5230						\$ 663.80
100-000-31200-5530 TRAVEL SUBSISTANCE & LODGING						
VENDOR: BB&T FINANCIAL, FSB						
1	JANUARY	9255 6608	TRAVEL	73290	01/31/2012 \$	645.28
3	JANUARY	9255 6640	TRAVEL/FOOD	73290	01/31/2012 \$	8.73
Total for 100-000-31200-5530						\$ 654.01
100-000-31200-5810 DUES & MEMBERSHIPS						
VENDOR: FRATERNAL ORDER OF POLICE						
1	JANUARY	2012 DUES	DUES	73204	01/13/2012 \$	180.00
100-000-31200-6001 OFFICE SUPPLIES						
VENDOR: BB&T FINANCIAL, FSB						
1	JANUARY	9255 6665	FOOD	73290	01/31/2012 \$	11.83
VENDOR: BERRYVILLE AUTO PARTS INC						
1	JANUARY	SHRF 10058768	BATTERIES	73165	01/13/2012 \$	41.97
VENDOR: IMPRESSIONS PLUS						
1	JANUARY	441199	LETTERHEAD	73215	01/13/2012 \$	52.01
VENDOR: SHERIFF, PETTY CASH						
1	JANUARY	PETTY CASH	PRISONER LUNCH	73255	01/13/2012 \$	11.72
Total for 100-000-31200-6001						\$ 117.53
100-000-31200-6007 REPAIR AND MAINTENANCE SUPPLIES						
VENDOR: BERRYVILLE AUTO PARTS INC						
1	JANUARY	SHRF 5370-51355	VEHICLE REPAIRS	73292	01/31/2012 \$	18.16
1	JANUARY	SHRF 5370-55252	VEHICLE REPAIRS	73165	01/13/2012 \$	30.00
1	JANUARY	SHRF 5370-55314	VEHICLE REPAIRS	73165	01/13/2012 \$	250.41
1	JANUARY	SHRF 5370-55419	VEHICLE REPAIRS	73165	01/13/2012 \$	195.65
1	JANUARY	SHRF 5370-55600	VEHICLE REPAIRS	73292	01/31/2012 \$	111.80

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1	JANUARY	SHRF 5370-55755	VEHICLE REPAIRS	73292	01/31/2012 \$	499.80
1	JANUARY	SHRF 5370-55756	VEHICLE REPAIRS	73292	01/31/2012 \$	271.52
1	JANUARY	SHRF 5370-55758	VEHICLE REPAIRS	73292	01/31/2012 \$	197.43
1	JANUARY	SHRF 5370-55829	VEHICLE REPAIRS	73292	01/31/2012 \$	59.08
VENDOR: BILL & GLENN'S GOODYEAR TIRE						
1	JANUARY	190427	TIRES	2062	01/13/2012 \$	383.32
1	JANUARY	190617	CLOTHING	2115	01/31/2012 \$	111.20
VENDOR: BODY WORKS OF BERRYVILLE, INC.						
1	JANUARY	7378.00	REPAIRS	2116	01/31/2012 \$	99.20
VENDOR: BROY'S CAR WASH						
1	JANUARY	CAR WASHES	CAR WASHES	2063	01/13/2012 \$	42.50
VENDOR: TELTRONIC						
1	JANUARY	504593	RADIO SERVICE	73260	01/13/2012 \$	22.50
Total for 100-000-31200-6007						\$ 2,292.57
100-000-31200-6008 VEHICLE AND EQUIP FUEL						
VENDOR: MANSFIELD OIL COMPANY						
1	JANUARY	SQLCD/00022876	FUEL	2085	01/13/2012 \$	2,560.30
1	JANUARY	SQLCD/00023272	FUEL	2085	01/13/2012 \$	2,280.68
1	JANUARY	SQLCD/00023940	FUEL	2139	01/31/2012 \$	2,700.38
Total for 100-000-31200-6008						\$ 7,541.36
100-000-31200-6011 UNIFORM AND WEARING APPAREL						
VENDOR: BEST UNIFORMS, INC.						
1	JANUARY	245023	CLOTHING	2114	01/31/2012 \$	128.13
100-000-31220-5699 CIVIC CONTRIBUTIONS						
VENDOR: NORTHWEST VA REG DRUG TASK FORCE						
1	JANUARY	FY12 4TH QTR	FY12 QRTL	73238	01/13/2012 \$	2,073.82
100-000-32100-5230 TELECOMMUNICATIONS						
VENDOR: TREASURER OF VIRGINIA						
11	JANUARY	T241706	MONTHLY PHONE CHARGES	73194	01/13/2012 \$	4.71
VENDOR: VERIZON						
12	JANUARY	00002726889534Y	MONTHLY PHONE CHARGES	73274	01/13/2012 \$	57.43
Total for 100-000-32100-5230						\$ 62.14
100-000-32201-5699 CIVIC CONTRIBUTIONS						
VENDOR: BLUE RIDGE VOLUNTEER FIRE & RESCUE CO						
1	JANUARY	FY12 3RD QTR	FY12 QRTL	73171	01/13/2012 \$	12,500.00
100-000-32203-5699 CIVIC CONTRIBUTIONS						
VENDOR: JOHN H. ENDERS FIRE COMPANY & RESCUE SQ						
1	JANUARY	FY12 QRTL	QRTL	73216	01/13/2012 \$	18,750.00
100-000-33100-7000 JOINT OPERATIONS						
VENDOR: TREASURER OF FREDERICK COUNTY						
1	JANUARY	CLARKE 2012-03	FY12 3RD QTR	73265	01/13/2012 \$	94,071.75

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100-000-33300-5230			TELECOMMUNICATIONS			
VENDOR:	TREASURER OF VIRGINIA					
20	JANUARY	T241706	MONTHLY PHONE CHARGES	73194	01/13/2012 \$	5.36
VENDOR:	VERIZON					
13	JANUARY	00002726889534Y	MONTHLY PHONE CHARGES	73274	01/13/2012 \$	25.39
Total for 100-000-33300-5230						30.75
100-000-34100-5210			POSTAL SERVICES			
VENDOR:	PURCHASE POWER					
8	JANUARY	35438654	POSTAGE	73246	01/13/2012 \$	35.00
100-000-34100-5230			TELECOMMUNICATIONS			
VENDOR:	AT&T MOBILITY					
4	JANUARY	x01012012	BUILDING DEPARTMENT	73162	01/13/2012 \$	25.06
VENDOR:	TREASURER OF VIRGINIA					
5	JANUARY	T241706	MONTHLY PHONE CHARGES	73194	01/13/2012 \$	11.02
VENDOR:	VERIZON					
14	JANUARY	00002726889534Y	MONTHLY PHONE CHARGES	73274	01/13/2012 \$	27.89
Total for 100-000-34100-5230						63.97
100-000-34100-5810			DUES & MEMBERSHIPS			
VENDOR:	VBCOA					
1	JANUARY	MEMBERSHIP DUES	MEMBERSHIP DUES	73375	01/31/2012 \$	70.00
100-000-34100-6001			OFFICE SUPPLIES			
VENDOR:	QUILL CORPORATION					
1	JANUARY	9141856	CHAIR	73353	01/31/2012 \$	69.99
100-000-34100-6008			VEHICLE AND EQUIP FUEL			
VENDOR:	MANSFIELD OIL COMPANY					
2	JANUARY	SQLCD/00022878	FUEL	2085	01/13/2012 \$	48.93
1	JANUARY	SQLCD/00023274	FUEL	2085	01/13/2012 \$	98.30
Total for 100-000-34100-6008						147.23
100-000-35100-3100			PROFESSIONAL SERVICES			
VENDOR:	HILLSIDE VETERINARY HOSPITAL					
1	JANUARY	280579	SERVICES	73211	01/13/2012 \$	123.24
1	JANUARY	286194	SERVICES	73211	01/13/2012 \$	11.97
1	JANUARY	286287	SERVICES	73211	01/13/2012 \$	11.97
1	JANUARY	286290	SERVICES	73211	01/13/2012 \$	11.97
1	JANUARY	286578	SERVICES	73211	01/13/2012 \$	11.97
1	JANUARY	286580	SERVICES	73211	01/13/2012 \$	11.97
1	JANUARY	286851	SERVICES	73211	01/13/2012 \$	11.97
1	JANUARY	286891	SERVICES	73211	01/13/2012 \$	11.97
1	JANUARY	287745	SERVICES	73211	01/13/2012 \$	35.91
1	JANUARY	287931	SERVICES	73211	01/13/2012 \$	11.97
1	JANUARY	287935	SERVICES	73211	01/13/2012 \$	11.97
1	JANUARY	288153	SERVICES	73211	01/13/2012 \$	100.00
Total for 100-000-35100-3100						300.00

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Total for 100-000-35100-3100						\$ 366.88
100-000-35100-5230 TELECOMMUNICATIONS						
VENDOR:	AT&T MOBILITY					
2	JANUARY	x01012012	ANIMAL CONTROL	73162	01/13/2012	\$ 12.53
VENDOR:	TREASURER OF VIRGINIA					
2	JANUARY	T241706	MONTHLY PHONE CHARGES	73194	01/13/2012	\$ 8.19
VENDOR:	VERIZON					
15	JANUARY	00002726889534Y	MONTHLY PHONE CHARGES	73274	01/13/2012	\$ 78.13
Total for 100-000-35100-5230						\$ 98.85
100-000-35100-6008 VEHICLE AND EQUIP FUEL						
VENDOR:	MANSFIELD OIL COMPANY					
1	JANUARY	SQLCD/00022878	FUEL	2085	01/13/2012	\$ 61.96
100-000-35100-6014 OTHER OPERATING SUPPLIES						
VENDOR:	IKON OFFICE SOLUTIONS					
1	JANUARY	5021889082	FY 2012 COPIER MAINTENANCE	73214	01/13/2012	\$ 23.35
100-000-35300-3100 PROFESSIONAL SERVICES						
VENDOR:	TREASURER OF VIRGINIA					
1	JANUARY	EXAMINER	MEDICAL EXAMINER	73366	01/31/2012	\$ 20.00
1	JANUARY	MED EXAMINER	MEDICAL EXAMINER	73264	01/13/2012	\$ 20.00
Total for 100-000-35300-3100						\$ 40.00
100-000-35600-5230 TELECOMMUNICATIONS						
VENDOR:	AT& T					
1	JANUARY	0590826049001	MONTHLY CHARGES	73160	01/13/2012	\$ 62.85
VENDOR:	AT&T MOBILITY					
5	JANUARY	x01012012	E911 DEPT	73162	01/13/2012	\$ 118.30
VENDOR:	TREASURER OF VIRGINIA					
1	JANUARY	T241706	MONTHLY PHONE CHARGES	73194	01/13/2012	\$ 378.02
VENDOR:	VERIZON					
1	JANUARY	00001224519338Y	MONTHLY CHARGES	73376	01/31/2012	\$ 1,236.52
16	JANUARY	00002726889534Y	MONTHLY PHONE CHARGES	73274	01/13/2012	\$ 137.02
1	JANUARY	00081080039332Y	MONTHLY CHARGES	73376	01/31/2012	\$ 27.05
Total for 100-000-35600-5230						\$ 1,959.76
100-000-35600-5420 TOWER LEASE						
VENDOR:	SHEN. VALLEY TELEVISION TOWER					
1	JANUARY	TOWER LEASE	TOWER LEASE/FEB	2096	01/13/2012	\$ 1,800.00
100-000-35600-5540 TRAVEL CONVENTION & EDUCATION						
VENDOR:	BB&T FINANCIAL, FSB					
1	JANUARY	9255 6558	TRAVEL	73290	01/31/2012	\$ 285.68
1	JANUARY	9255 6640	CPR/ONLINE	73290	01/31/2012	\$ 23.00
Total for 100-000-35600-5540						\$ 308.68

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100-000-42400-3840			PURCHASED SERVICES			
VENDOR: TREASURER, FREDERICK COUNTY						
1	JANUARY	2105-0001	CLARKE BRUSH	73267	01/13/2012 \$	410.16
1	JANUARY	80001-0001	CLARKE RESID	73267	01/13/2012 \$	152.48
1	JANUARY	ACCT 9	CONTAINER FEE	73267	01/13/2012 \$	16,669.53
Total for 100-000-42400-3840						\$ 17,232.17
100-000-42600-3000			PURCHASED SERVICES			
VENDOR: ALLIED WASTE SERVICES #976						
1	JANUARY	0976-000273002	PURCHASED SERVICES	73285	01/31/2012 \$	473.36
100-000-42700-3840			PURCHASED SERVICES			
VENDOR: FREDERICK-WINCHESTER SERVICE AUTHORITY						
1	JANUARY	0135	COUNTIES SERV CHARGE	73317	01/31/2012 \$	2,156.62
100-000-43200-3310			REPAIR & MAINTENANCE			
VENDOR: EI GROUP INC						
1	JANUARY	0035140	SERVICES/RE-ISSUED	2123	01/31/2012 \$	1,700.00
100-000-43200-3320			MAINTENANCE SERVICE CONTRACT			
VENDOR: ALLIED WASTE SERVICES #976						
6	JANUARY	0976000272699	SERVICE	73157	01/13/2012 \$	958.91
VENDOR: IKON OFFICE SOLUTIONS						
1	JANUARY	5021913728	FY 2012 COPIER MAINTENANCE	73214	01/13/2012 \$	23.14
VENDOR: SERVICEMASTER COMMERCIAL CLEANING OF WIN						
1	JANUARY	106	MAINTENANCE SERVICE CONTRA	2153	01/31/2012 \$	3,132.03
Total for 100-000-43200-3320						\$ 4,114.08
100-000-43200-5110			ELECTRICAL SERVICES			
VENDOR: RAPPAHANNOCK ELEC COMPANY						
1	JANUARY	1650088888	MONTHLY CHARGS	2149	01/31/2012 \$	15.29
2	JANUARY	1650088888	MONTHLY CHARGS	2149	01/31/2012 \$	14.86
3	JANUARY	1650088888	MONTHLY CHARGS	2149	01/31/2012 \$	32.13
6	JANUARY	1650088888	MONTHLY CHARGS	2149	01/31/2012 \$	15.08
8	JANUARY	1650088888	MONTHLY CHARGS	2149	01/31/2012 \$	16.33
9	JANUARY	1650088888	MONTHLY CHARGS	2149	01/31/2012 \$	45.97
Total for 100-000-43200-5110						\$ 139.66
100-000-43200-5130			WATER & SEWAGE SERVICES			
VENDOR: DEHAVEN BERKELEY SPRINGS WATER CORP.						
1	JANUARY	36518	WATER	73190	01/13/2012 \$	12.00
1	JANUARY	36816	WATER	73190	01/13/2012 \$	12.00
Total for 100-000-43200-5130						\$ 24.00
100-000-43200-5230			TELECOMMUNICATIONS			
VENDOR: AT&T MOBILITY						
3	JANUARY	x01012012	GOVT MAINT	73162	01/13/2012 \$	152.84

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VENDOR: TREASURER OF VIRGINIA						
4	JANUARY	T241706	MONTHLY PHONE CHARGES	73194	01/13/2012 \$	6.91
17	JANUARY	T241706	MONTHLY PHONE CHARGES	73194	01/13/2012 \$	6.09
VENDOR: VERIZON						
17	JANUARY	00002726889534Y	MONTHLY PHONE CHARGES	73274	01/13/2012 \$	91.56
Total for 100-000-43200-5230						\$ 257.40
100-000-43200-6005 LAUNDRY, HOUSEKEEPING, & JANITORIAL						
VENDOR: GENERAL SALES OF VIRGINIA						
1	JANUARY	211014212	LAUNDRY, HOUSEKEEPING, & J	2076	01/13/2012 \$	981.13
100-000-43200-6007 REPAIR AND MAINTENANCE SUPPLIES						
VENDOR: BERRYVILLE AUTO PARTS INC						
1	JANUARY	ADMN 10052914	BATTERIES	73165	01/13/2012 \$	10.99
1	JANUARY	ADMN 5370-42206	FILTER/LAMP/WASHER	73292	01/31/2012 \$	81.02
1	JANUARY	ADMN 5370-43160	INSPEC	73292	01/31/2012 \$	16.00
1	JANUARY	ADMN 5370-47479	TIRE VALVE	73292	01/31/2012 \$	5.64
1	JANUARY	ADMN 5370-55603	FILTER/OIL/BLADES	73292	01/31/2012 \$	80.28
1	JANUARY	ADMN UPS	POSTAGE	73165	01/13/2012 \$	9.93
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	JANUARY	53786	TRAPS	73294	01/31/2012 \$	6.58
1	JANUARY	56527	HEADLAMP	73166	01/13/2012 \$	20.99
1	JANUARY	56535	WRENCH/SPARK PLUG	73166	01/13/2012 \$	19.89
1	JANUARY	56589	NUTS/WASHERS/HANDLE	73168	01/13/2012 \$	19.82
1	JANUARY	56631	TAPE MEASURE/RESPIRATOR	73168	01/13/2012 \$	47.47
1	JANUARY	56639	SAWOFF	73168	01/13/2012 \$	16.50
1	JANUARY	56713	GLOVE	73168	01/13/2012 \$	17.99
1	JANUARY	56721	TIE DOWN	73168	01/13/2012 \$	10.99
1	JANUARY	56725	HEATOR/EXT CORD	73294	01/31/2012 \$	106.56
1	JANUARY	56811	CHAIN OFF SAW	73294	01/31/2012 \$	55.00
1	JANUARY	56830	EXT CORD/HEATER	73294	01/31/2012 \$	106.56
1	JANUARY	56893	HEATER/EXT CORD	73294	01/31/2012 \$	102.98
VENDOR: W W GRAINGER, INC						
1	JANUARY	9709520689	MAGNETIC DRIVE GUIDE SET	73206	01/13/2012 \$	45.04
VENDOR: LOWE'S COMPANIES, INC						
1	JANUARY	25972	TRUCKBOX TRAY	73223	01/13/2012 \$	17.97
1	JANUARY	34915	SAW BLADE/PUTTY	73223	01/13/2012 \$	98.22
VENDOR: SHANNON-BAUM SIGNS INC						
1	JANUARY	0184831	SIGNS	2095	01/13/2012 \$	228.00
1	JANUARY	0184984	SIGNS	2155	01/31/2012 \$	38.00
1	JANUARY	0185017	SIGNS	2155	01/31/2012 \$	76.00
VENDOR: JNO S. SOLENBERGER INDUSTRIAL						
1	JANUARY	961832	MINI BRUSH/WIRE SHOE HDL	73257	01/13/2012 \$	19.77
VENDOR: WINCHESTER BUSINESS SERVICES						
1	JANUARY	38258	LOGO DECALS	73281	01/13/2012 \$	109.50
Total for 100-000-43200-6007						\$ 1,367.69
100-000-43200-6008 VEHICLE AND EQUIP FUEL						
VENDOR: MANSFIELD OIL COMPANY						
4	JANUARY	SQLCD/00022878	FUEL	2085	01/13/2012 \$	306.38
3	JANUARY	SQLCD/00023274	FUEL	2085	01/13/2012 \$	414.61

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Total for 100-000-43200-6008						\$ 720.99
100-000-43200-6009 VEHICLE AND EQUIPMENT SUPPLIES						
VENDOR: BERRYVILLE AUTO PARTS INC						
1	JANUARY	ADMN 5370-54978	FILTERS/OIL/WIPER BLADES	73165	01/13/2012	\$ 68.70
1	JANUARY	ADMN 5370-55050	FILTERS/OIL/UJOINT	73165	01/13/2012	\$ 186.74
1	JANUARY	ADMN 5370-55117	FILTERS/OIL	73165	01/13/2012	\$ 56.13
1	JANUARY	ADMN 5370-55150	FILTERS/OIL	73165	01/13/2012	\$ 72.16
1	JANUARY	ADMN 5370-55180	FILTERS/OIL	73165	01/13/2012	\$ 86.23
Total for 100-000-43200-6009						\$ 469.96
100-000-43202-3310 REPAIR & MAINTENANCE						
VENDOR: BLAUCH BROTHERS, INC.						
1	JANUARY	8939	INSTALL THERMO	73169	01/13/2012	\$ 435.14
100-000-43202-3320 MAINTENANCE SERVICE CONTRACTS						
VENDOR: SERVICEMASTER COMMERCIAL CLEANING OF WIN						
2	JANUARY	106	MAINTENANCE SERVICE CONTRA	2153	01/31/2012	\$ 1,762.53
100-000-43202-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
1	JANUARY	1149385761	MONTHLY CHARGS	2149	01/31/2012	\$ 1,913.06
100-000-43202-5120 HEATING SERVICES						
VENDOR: WASHINGTON GAS						
1	JANUARY	3980059517	HEATING SERVICES	73253	01/13/2012	\$ 394.21
100-000-43202-5130 WATER & SEWAGE SERVICES						
VENDOR: TOWN OF BERRYVILLE						
1	JANUARY	4190099.0098	WATER BILL	73263	01/13/2012	\$ 77.38
100-000-43202-6007 REPAIR AND MAINT SUPPLIES						
VENDOR: MAURICE ELECTRICAL SUPPLY CO						
1	JANUARY	S0404520530111	UHI-150	73226	01/13/2012	\$ 151.53
100-000-43205-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
1	JANUARY	4455288888	MONTHLY CHARGES	2093	01/13/2012	\$ 214.84
3	JANUARY	4455288888	MONTHLY CHARGES	2149	01/31/2012	\$ 209.80
Total for 100-000-43205-5110						\$ 424.64
100-000-43205-5130 WATER & SEWAGE SERVICES						
VENDOR: TOWN OF BERRYVILLE						
2	JANUARY	9001800.0098	WATER BILL	73263	01/13/2012	\$ 14.00
100-000-43205-6007 REPAIR AND MAINT SUPPLIES						
VENDOR: SOUTHERN REFRIGERATION						
1	JANUARY	368728	SLS140	73258	01/13/2012	\$ 5.68
100-000-43206-5110 ELECTRICAL SERVICES						

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VENDOR: RAPPAHANNOCK ELEC COMPANY						
2	JANUARY	2048188888	MONTHLY CHARGES	2093	01/13/2012 \$	761.29
4	JANUARY	2048188888	MONTHLY CHARGES	2149	01/31/2012 \$	565.74
1	JANUARY	8894188888	MONTHLY CHARGES	2093	01/13/2012 \$	270.48
Total for 100-000-43206-5110						\$ 1,597.51
100-000-43206-5120 HEATING SERVICES						
VENDOR: WASHINGTON GAS						
1	JANUARY	3980048510	HEATING SERVICES	73253	01/13/2012 \$	312.62
100-000-43206-5130 WATER & SEWAGE SERVICES						
VENDOR: DEHAVEN BERKELEY SPRINGS WATER CORP.						
1	JANUARY	36817	WATER	73190	01/13/2012 \$	10.00
VENDOR: TOWN OF BERRYVILLE						
1	JANUARY	1004000.0098	WATER BILL	73263	01/13/2012 \$	164.56
Total for 100-000-43206-5130						\$ 174.56
100-000-43207-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
1	JANUARY	2048188888	MONTHLY CHARGES	2093	01/13/2012 \$	2,173.76
100-000-43207-6007 REPAIR AND MAINT SUPPLIES						
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	JANUARY	56583	NUTS/WASHERS	73168	01/13/2012 \$	13.47
1	JANUARY	56634	NUTS/WASHERS/EPOXY	73168	01/13/2012 \$	13.00
VENDOR: REXEL USA						
1	JANUARY	S101919374.001	SYL	73250	01/13/2012 \$	77.62
1	JANUARY	S101919374.002	SYL	73250	01/13/2012 \$	155.23
Total for 100-000-43207-6007						\$ 259.32
100-000-43208-3310 REPAIR & MAINTENANCE						
VENDOR: ANDERSON CONTROL INC						
1	JANUARY	010112	ALARM	2058	01/13/2012 \$	240.00
100-000-43208-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
3	JANUARY	2048188888	MONTHLY CHARGES	2093	01/13/2012 \$	745.27
5	JANUARY	2048188888	MONTHLY CHARGES	2149	01/31/2012 \$	505.55
Total for 100-000-43208-5110						\$ 1,250.82
100-000-43208-5120 HEATING SERVICES						
VENDOR: WASHINGTON GAS						
1	JANUARY	3980048718	HEATING SERVICES	73253	01/13/2012 \$	342.92
100-000-43208-5130 WATER & SEWAGE SERVICES						
VENDOR: TOWN OF BERRYVILLE						
1	JANUARY	1003900.0098	WATER BILL	73263	01/13/2012 \$	123.42

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100-000-43208-6007			REPAIR AND MAINT SUPPLIES			
VENDOR: NOLAND COMPANY						
1	JANUARY	224818-00	COND. PUMP	73237	01/13/2012	\$ 41.98
100-000-43209-5110			ELECTRICAL SERVICES			
VENDOR: RAPPAHANNOCK ELEC COMPANY						
1	JANUARY	76581888	MONTHLY CHARGES	2093	01/13/2012	\$ 305.49
100-000-43209-5120			HEATING SERVICES			
VENDOR: QUARLES ENERGY SERVICES						
1	JANUARY	312569	LP GAS	73351	01/31/2012	\$ 880.39
1	JANUARY	56209	LP GAS	73247	01/13/2012	\$ 764.95
Total for 100-000-43209-5120						\$ 1,645.34
100-000-43209-6007			REPAIR AND MAINT SUPPLIES			
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	JANUARY	56545	ADAPTER/CYLINDER/TAPE	73168	01/13/2012	\$ 43.29
1	JANUARY	56656	CLAMP/HOSE HOOK	73168	01/13/2012	\$ 16.48
VENDOR: THOMAS PLUMBING & HEATING, INC.						
1	JANUARY	S20875	WIRE	2099	01/13/2012	\$ 233.08
Total for 100-000-43209-6007						\$ 292.85
100-000-43210-5110			ELECTRICAL SERVICES			
VENDOR: RAPPAHANNOCK ELEC COMPANY						
1	JANUARY	0775388888	MONTHLY CHARGES	2093	01/13/2012	\$ 305.70
100-000-43210-6007			REPAIR AND MAINT SUPPLIES			
VENDOR: LOWE'S COMPANIES, INC						
2	JANUARY	34915	BUILDER SHIMS/SUPPLIES	73223	01/13/2012	\$ 79.79
100-000-43211-5110			ELECTRICAL SERVICES			
VENDOR: RAPPAHANNOCK ELEC COMPANY						
1	JANUARY	2750088888	MONTHLY CHARGES	2093	01/13/2012	\$ 1,254.87
6	JANUARY	2750088888	MONTHLY CHARGES	2149	01/31/2012	\$ 1,566.18
Total for 100-000-43211-5110						\$ 2,821.05
100-000-43211-5130			WATER & SEWAGE SERVICES			
VENDOR: TOWN OF BERRYVILLE						
1	JANUARY	9001300.0098	WATER BILL	73263	01/13/2012	\$ 70.00
100-000-43212-3310			REPAIR & MAINTENANCE			
VENDOR: GREEN'S SEPTIC SERVICE						
1	JANUARY	PARK/REC	SERVICES	2078	01/13/2012	\$ 72.00
VENDOR: MCDONALD, JERRY C.						
1	JANUARY	1278	SERVICE/PARK REC	2086	01/13/2012	\$ 1,035.00
Total for 100-000-43212-3310						\$ 1,107.00
100-000-43212-5110			ELECTRICAL SERVICES			

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VENDOR: RAPPAHANNOCK ELEC COMPANY						
5	JANUARY	1650088888	MONTHLY CHARGS	2149	01/31/2012 \$	159.61
2	JANUARY	2750088888	MONTHLY CHARGES	2093	01/13/2012 \$	269.81
3	JANUARY	2750088888	MONTHLY CHARGES	2093	01/13/2012 \$	157.29
7	JANUARY	2750088888	MONTHLY CHARGS	2149	01/31/2012 \$	113.17
8	JANUARY	2750088888	MONTHLY CHARGS	2149	01/31/2012 \$	78.10
Total for 100-000-43212-5110						\$ 777.98
100-000-43212-5120 HEATING SERVICES						
VENDOR: QUARLES ENERGY SERVICES						
1	JANUARY	62481	HEATING OIL	73351	01/31/2012 \$	1,091.55
100-000-43212-5130 WATER & SEWAGE SERVICES						
VENDOR: TOWN OF BERRYVILLE						
1	JANUARY	9001200.0098	WATER BILL	73263	01/13/2012 \$	7.00
1	JANUARY	9001500.0098	WATER BILL	73263	01/13/2012 \$	98.55
Total for 100-000-43212-5130						\$ 105.55
100-000-43212-6007 REPAIR AND MAINT SUPPLIES						
VENDOR: BERRYVILLE AUTO PARTS INC						
1	JANUARY	8906A	SHIPPING	73292	01/31/2012 \$	8.50
100-000-43213-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
4	JANUARY	1650088888	MONTHLY CHARGS	2149	01/31/2012 \$	82.22
5	JANUARY	2750088888	MONTHLY CHARGES	2093	01/13/2012 \$	152.41
10	JANUARY	2750088888	MONTHLY CHARGS	2149	01/31/2012 \$	80.55
Total for 100-000-43213-5110						\$ 315.18
100-000-43213-5130 WATER & SEWAGE SERVICES						
VENDOR: TOWN OF BERRYVILLE						
1	JANUARY	9001400.0098	WATER BILL	73263	01/13/2012 \$	10.29
100-000-43213-6007 REPAIR AND MAINT SUPPLIES						
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	JANUARY	56767	ANTIFREEZE	73294	01/31/2012 \$	21.96
100-000-43214-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
7	JANUARY	1650088888	MONTHLY CHARGS	2149	01/31/2012 \$	123.21
100-000-43214-6007 REPAIR AND MAINT SUPPLIES						
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	JANUARY	56810	CARRIAGE SCREWS	73294	01/31/2012 \$	41.98
100-000-43215-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
4	JANUARY	2750088888	MONTHLY CHARGES	2093	01/13/2012 \$	53.30
9	JANUARY	2750088888	MONTHLY CHARGS	2149	01/31/2012 \$	26.49

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Total for 100-000-43215-5110						\$ 79.79
100-000-43232-6007			REPAIR AND MAINT SUPPLIES			
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	JANUARY	56826	BULBS	73294	01/31/2012	\$ 29.97
100-000-43236-3310			REPAIR & MAINTENANCE			
VENDOR: THOMAS PLUMBING & HEATING, INC.						
1	JANUARY	CMAIN	PLUMBING/HEATING FOR GOVT	2099	01/13/2012	\$ 3,530.62
100-000-43236-5110			ELECTRICAL SERVICES			
VENDOR: RAPPAHANNOCK ELEC COMPANY						
1	JANUARY	3750088888	MONTHLY CHARGES	2093	01/13/2012	\$ 54.12
2	JANUARY	3750088888	MONTHLY CHARGES	2149	01/31/2012	\$ 57.21
Total for 100-000-43236-5110						\$ 111.33
100-000-43236-6007			REPAIR AND MAINT SUPPLIES			
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	JANUARY	56804	FILTER BAGS	73294	01/31/2012	\$ 28.98
VENDOR: FROGALE LUMBER INC.						
1	JANUARY	49799	LUMBER	73205	01/13/2012	\$ 369.28
Total for 100-000-43236-6007						\$ 398.26
100-000-43237-5110			ELECTRICAL SERVICES			
VENDOR: RAPPAHANNOCK ELEC COMPANY						
1	JANUARY	0801388888	MONTHLY CHARGES	2093	01/13/2012	\$ 200.75
1	JANUARY	4980388888	MONTHLY CHARGES	2093	01/13/2012	\$ 435.99
2	JANUARY	4980388888	MONTHLY CHARGES	2149	01/31/2012	\$ 546.21
Total for 100-000-43237-5110						\$ 1,182.95
100-000-43237-5130			WATER & SEWAGE SERVICES			
VENDOR: TOWN OF BERRYVILLE						
1	JANUARY	2010600.0098	WATER BILL	73263	01/13/2012	\$ 10.29
1	JANUARY	2010700.0098	WATER BILL	73263	01/13/2012	\$ 41.14
Total for 100-000-43237-5130						\$ 51.43
100-000-52500-5620			CIVIC CONTRIBUTIONS			
VENDOR: NORTHWESTERN COMMUNITY SERVICES						
1	JANUARY	QRTLY	FY12 QRTLY	73239	01/13/2012	\$ 20,500.00
100-000-53240-5699			CIVIC CONTRIBUTIONS			
VENDOR: VIRGINIA REGIONAL TRANSIT						
1	JANUARY	1202	FY12 2ND QTR	73275	01/13/2012	\$ 4,409.75
100-000-71100-3300			PURCHASED SERVICES			
VENDOR: CLARKE COUNTY HEALTH DEPARTMENT						
2	JANUARY	133401488	SERVICES	73180	01/13/2012	\$ 27.88
100-000-71100-3320			MAINTENANCE SERVICE CONTRACT			

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VENDOR: DDL BUSINESS SYSTEMS LLC						
1	JANUARY	46592	COPIER MAINT/FY2012	73189	01/13/2012 \$	100.96
VENDOR: IKON OFFICE SOLUTIONS						
1	JANUARY	5021816323	COPIER MAINTENANCE	73214	01/13/2012 \$	44.01
Total for 100-000-71100-3320						\$ 144.97
100-000-71100-5210 POSTAL SERVICES						
VENDOR: PURCHASE POWER						
10	JANUARY	35438654	POSTAGE	73246	01/13/2012 \$	168.01
100-000-71100-5230 TELECOMMUNICATIONS						
VENDOR: TREASURER OF VIRGINIA						
18	JANUARY	T241706	MONTHLY PHONE CHARGES	73194	01/13/2012 \$	21.31
VENDOR: VERIZON						
18	JANUARY	00002726889534Y	MONTHLY PHONE CHARGES	73274	01/13/2012 \$	108.59
Total for 100-000-71100-5230						\$ 129.90
100-000-71100-5810 DUES & MEMBERSHIPS						
VENDOR: WINCHESTER STAR						
1	JANUARY	20626	RENEWAL	73385	01/31/2012 \$	98.00
100-000-71100-6001 OFFICE SUPPLIES						
VENDOR: COOKE, LISA						
1	JANUARY	ENVELOPES REIMB	ENVELOPES	2119	01/31/2012 \$	31.38
100-000-71100-6008 VEHICLE AND EQUIP FUEL						
VENDOR: MANSFIELD OIL COMPANY						
5	JANUARY	SQLCD/00022878	FUEL	2085	01/13/2012 \$	23.14
100-000-71310-6002 FOOD SUPPLIES & FOOD SERVICE SUPPLIE						
VENDOR: COSTCO WHOLESALE INC. #239						
3	JANUARY	CCPR 12/16	FOOD	73187	01/13/2012 \$	80.31
VENDOR: FOX'S PIZZA DEN						
1	JANUARY	8140	PIZZA/REC CENTER	73203	01/13/2012 \$	111.00
VENDOR: WALMART COMMUNITY BRC						
7	JANUARY	0056 0731	DRINKS	73383	01/31/2012 \$	16.36
10	JANUARY	0056 0731	CANDY/CHIPS/FOOD	73383	01/31/2012 \$	15.52
Total for 100-000-71310-6002						\$ 223.19
100-000-71310-6013 EDUCATIONAL AND RECREATIONAL SUPPLIE						
VENDOR: WALMART COMMUNITY BRC						
4	JANUARY	0056 0731	FOOTBALL/SOCCERBALL	73277	01/13/2012 \$	24.72
8	JANUARY	0056 0731	STREAMERS/BALLONS/SUPPLIES	73383	01/31/2012 \$	63.21
Total for 100-000-71310-6013						\$ 87.93
100-000-71310-6014 OTHER OPERATING SUPPLIES						

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VENDOR:	BERRYVILLE AUTO PARTS INC					
1	JANUARY	PARKS 10058858	CABLE/ADAPTER	73292	01/31/2012 \$	10.48
VENDOR:	COSTCO WHOLESALE INC. #239					
1	JANUARY	CCPR 12/16	FOOD	73187	01/13/2012 \$	13.05
VENDOR:	WALMART COMMUNITY BRC					
3	JANUARY	0056 0731	SOCCERBALL/GLUE	73277	01/13/2012 \$	47.52
11	JANUARY	0056 0731	VACUUM BAGS	73383	01/31/2012 \$	8.95
12	JANUARY	0056 0731	PHOTOS	73383	01/31/2012 \$	12.25
Total for 100-000-71310-6014						\$ 92.25
100-000-71310-6015 MERCHANDISE FOR RESALE						
VENDOR:	COCA-COLA ENTERPRISES					
1	JANUARY	1216099616	DRINKS	73183	01/13/2012 \$	503.96
1	JANUARY	1226091431	DRINKS	73303	01/31/2012 \$	511.20
VENDOR:	COSTCO WHOLESALE INC. #239					
2	JANUARY	CCPR 12/16	FOOD	73187	01/13/2012 \$	64.25
VENDOR:	WALMART COMMUNITY BRC					
2	JANUARY	0056 0731	FOOD	73277	01/13/2012 \$	87.00
6	JANUARY	0056 0731	SUPPLIES	73383	01/31/2012 \$	19.04
9	JANUARY	0056 0731	CANDY/CHIPS/FOOD	73383	01/31/2012 \$	78.96
13	JANUARY	0056 0731	FOOD	73383	01/31/2012 \$	10.00
Total for 100-000-71310-6015						\$ 1,274.41
100-000-71350-3100 PROFESSIONAL SERVICES						
VENDOR:	XTREME FIT STUDIO					
1	JANUARY	CLASSES	PROFESSIONAL SERVICES	73177	01/13/2012 \$	97.23
VENDOR:	CLARKE COUNTY HEALTH DEPARTMENT					
1	JANUARY	133401488	SERVICES	73180	01/13/2012 \$	45.00
VENDOR:	JOHNSTON, JANE					
1	JANUARY	CLASS	PROFESSIONAL SERVICES	73327	01/31/2012 \$	597.80
1	JANUARY	FIT CLASSES	PROFESSIONAL SERVICES	73217	01/13/2012 \$	112.00
VENDOR:	OPUS OAKES, AN ART PLACE, INC.					
1	JANUARY	CLASS	PROFESSIONAL SERVICES	2147	01/31/2012 \$	1,774.00
Total for 100-000-71350-3100						\$ 2,626.03
100-000-71350-3600 ADVERTISING						
VENDOR:	WINCHESTER STAR					
1	JANUARY	1651512	BROADSHEET	73283	01/13/2012 \$	240.00
100-000-71350-5810 DUES & MEMBERSHIPS						
VENDOR:	TREASURER OF VIRGINIA					
1	JANUARY	81447	ANNUAL PERMIT FEE	73266	01/13/2012 \$	200.00
100-000-71350-5830 REFUNDS						
VENDOR:	BOWARD, DIANE					
1	JANUARY	PROGRAM REFUND	PROGRAM CANCELLATION RFND	73172	01/13/2012 \$	13.00
VENDOR:	HANSON, BEVERLY					

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1	JANUARY	PROGRAM REFUND	PROGRAM CANCELLATION REFUN	73207	01/13/2012 \$	30.00
VENDOR: KITE, DIANA						
1	JANUARY	PROGRAM REFUND	PROGRAM CANCELLATION RFUND	73219	01/13/2012 \$	60.00
2	JANUARY	PROGRAM REFUND	PROGRAM CANCELLATION REFUN	73328	01/31/2012 \$	35.00
VENDOR: LOUDOUN VALLEY TRADING						
1	JANUARY	PROGRAM REFUND	PROGRAM CANCELLATION REFUN	73332	01/31/2012 \$	37.00
VENDOR: MEYER, SCOTT						
1	JANUARY	PROGRAM REFUND	PROGRAM CANCELLATION REFUN	73230	01/13/2012 \$	97.00
VENDOR: MORAN, ROBERT E.						
1	JANUARY	PROGRAM REFUND	PROGRAM CANCELLATION REFUN	73232	01/13/2012 \$	85.00
2	JANUARY	PROGRAM REFUND	PROGRAM CANCELLATION REFUN	73336	01/31/2012 \$	194.00
VENDOR: PAYNE, JOYCE						
1	JANUARY	PROGRAM REFUND	PROGRAM CANCELLATION REFUN	73241	01/13/2012 \$	20.00
VENDOR: QUINLAN, TERRI						
1	JANUARY	PROGRAM REFUND	PROGRAM CANCELLATION REFUN	73354	01/31/2012 \$	55.00
VENDOR: RAUPACH, WANDA						
1	JANUARY	PROGRAM REFUND	PROGRAM CANCELLATION REFUN	73355	01/31/2012 \$	55.00
VENDOR: SHEAFFER, TERRIE						
1	JANUARY	PROGRAM REFUND	PROGRAM CANCELLATION REFUN	73252	01/13/2012 \$	97.00
VENDOR: WILLIAMS, DONALD						
1	JANUARY	PROGRAM REFUND	PROGRAM CANCELLATION REFUN	73280	01/13/2012 \$	20.00
Total for 100-000-71350-5830						\$ 798.00
100-000-71350-6002 FOOD SUPPLIES & FOOD SERVICE SUPPLIE						
VENDOR: BB&T FINANCIAL, FSB						
1	JANUARY	9255 6723	FOOD	73290	01/31/2012 \$	66.35
VENDOR: COSTCO WHOLESALE INC. #239						
1	JANUARY	CCPR 12/20	FOOD	73187	01/13/2012 \$	696.46
1	JANUARY	CCPR 12/23	FOOD SUPPLIES	73306	01/31/2012 \$	136.17
VENDOR: FOOD LION, INC						
1	JANUARY	281164017671	FOOD	73202	01/13/2012 \$	81.34
1	JANUARY	281164037686	FOOD SUPPLIES	73316	01/31/2012 \$	33.94
1	JANUARY	281164037688	FOOD SUPPLIES	73316	01/31/2012 \$	84.40
1	JANUARY	281164037689	FOOD SUPPLIES	73316	01/31/2012 \$	17.98
1	JANUARY	281164507654	FOOD	73202	01/13/2012 \$	31.41
1	JANUARY	281164517660	FOOD	73202	01/13/2012 \$	77.75
VENDOR: WALMART COMMUNITY BRC						
1	JANUARY	0056 0731	CUPS	73277	01/13/2012 \$	9.07
Total for 100-000-71350-6002						\$ 1,234.87
100-000-71350-6013 EDUCATIONAL AND RECREATIONAL SUPPLIE						
VENDOR: BB&T FINANCIAL, FSB						
2	JANUARY	9255 6723	EASTER EGGS	73290	01/31/2012 \$	237.60
VENDOR: WALMART COMMUNITY BRC						
5	JANUARY	0056 0731	GAMES	73383	01/31/2012 \$	382.23

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Total for 100-000-71350-6013						\$ 619.83
100-000-71350-6014			OTHER OPERATING SUPPLIES			
VENDOR:	COSTCO WHOLESALE INC. #239					
2	JANUARY	CCPR 12/20	FOOD	73187	01/13/2012	\$ 11.98
100-000-73200-5699			CIVIC CONTRIBUTIONS			
VENDOR:	HANDLEY REGIONAL LIBRARY					
1	JANUARY	FY12 QRTLY	QRTLY	73319	01/31/2012	\$ 45,529.75
100-000-81110-3100			PROFESSIONAL SERVICES			
VENDOR:	BB&T FINANCIAL, FSB					
1	JANUARY	9255 3396	DISBUTE	73290	01/31/2012	\$ 308.00
VENDOR:	HALL, MONAHAN, ENGLE, MAHAN & MITCHELL					
1	JANUARY	GENERAL FILE	LEGAL	2129	01/31/2012	\$ 432.00
Total for 100-000-81110-3100						\$ 740.00
100-000-81110-3500			PRINTING AND BINDING			
VENDOR:	COMMERCIAL PRESS					
1	JANUARY	103344	FINAL REPORTS	2067	01/13/2012	\$ 159.50
100-000-81110-3600			ADVERTISING			
VENDOR:	WINCHESTER STAR					
1	JANUARY	1653410	HEARING ADV	73385	01/31/2012	\$ 516.80
100-000-81110-5210			POSTAL SERVICES			
VENDOR:	PURCHASE POWER					
11	JANUARY	35438654	POSTAGE	73246	01/13/2012	\$ 183.93
100-000-81110-5230			TELECOMMUNICATIONS			
VENDOR:	TREASURER OF VIRGINIA					
19	JANUARY	T241706	MONTHLY PHONE CHARGES	73194	01/13/2012	\$ 8.54
VENDOR:	VERIZON					
19	JANUARY	00002726889534Y	MONTHLY PHONE CHARGES	73274	01/13/2012	\$ 12.50
Total for 100-000-81110-5230						\$ 21.04
100-000-81110-5510			TRAVEL MILEAGE			
VENDOR:	OLIN, NANCY					
1	JANUARY	MILEAGE REIMB	MILEAGE	2146	01/31/2012	\$ 56.61
100-000-81300-5699			CIVIC CONTRIBUTIONS			
VENDOR:	HELP WITH HOUSING					
1	JANUARY	FY12 QRTLY	FY12 QRTLY	73208	01/13/2012	\$ 1,800.00
100-000-81400-5210			POSTAL SERVICES			
VENDOR:	PURCHASE POWER					
12	JANUARY	35438654	POSTAGE	73246	01/13/2012	\$ 5.84
100-000-81520-3100			PROFESSIONAL SERVICES			

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VENDOR: HALL, MONAHAN, ENGLE, MAHAN & MITCHELL							
3	JANUARY	GENERAL FILE	LEGAL	2129	01/31/2012 \$	932.00	
100-000-81600-3100		PROFESSIONAL SERVICES					
VENDOR: HALL, MONAHAN, ENGLE, MAHAN & MITCHELL							
2	JANUARY	GENERAL FILE	LEGAL	2129	01/31/2012 \$	1,428.00	
100-000-81800-3100		PROFESSIONAL SERVICES					
VENDOR: KALBIAN, MARAL S.							
1	JANUARY	CONSULT FEE	CONSULTING FEE	2081	01/13/2012 \$	660.00	
100-000-81800-5210		POSTAL SERVICES					
VENDOR: PURCHASE POWER							
13	JANUARY	35438654	POSTAGE	73246	01/13/2012 \$	209.44	
100-000-82600-5210		POSTAL SERVICES					
VENDOR: PURCHASE POWER							
16	JANUARY	35438654	POSTAGE	73246	01/13/2012 \$	46.64	
100-000-82600-5510		TRAVEL MILEAGE					
VENDOR: LAURA NOWELL SHIFFLETT							
1	JANUARY	MILEAGE	MILEAGE REIMB NOV	2156	01/31/2012 \$	145.42	
2	JANUARY	MILEAGE	MILEAGE REIMB DEC	2156	01/31/2012 \$	136.53	
		Total for 100-000-82600-5510				\$	281.95
100-000-83100-5230		TELECOMMUNICATIONS					
VENDOR: TREASURER OF VIRGINIA							
12	JANUARY	T241706	MONTHLY PHONE CHARGES	73194	01/13/2012 \$	8.75	
VENDOR: VERIZON							
20	JANUARY	00002726889534Y	MONTHLY PHONE CHARGES	73274	01/13/2012 \$	27.89	
		Total for 100-000-83100-5230				\$	36.64
100-000-83100-6014		OTHER OPERATING SUPPLIES					
VENDOR: PURCHASE POWER							
14	JANUARY	35438654	POSTAGE	73246	01/13/2012 \$	466.36	
TOTAL DEFINITION TYPE 0 :						\$ 312,975.43	
TOTAL EXPENDITURES :						\$ 312,975.43	
TOTAL for FISCAL YEAR 2012 :						\$ 312,975.43	
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TOTAL PAYMENTS :						\$ 312,975.43	

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Fiscal Year: 2012						
EXPENDITURES						
DEFINITION TYPE 0						
225-127-31200-7000 JOINT OPERATIONS						
VENDOR:	IMPRESSIONS PLUS					
1	JANUARY	189423	TABS/BINDINGS/FC COVERS	73215	01/13/2012 \$	355.11
VENDOR:	NORTHWEST VA REGIONAL GANG TASK FORCE					
1	JANUARY	86529	POLICE-FIR	73345	01/31/2012 \$	594.50
Total for 225-127-31200-7000						\$ 949.61
231-000-31200-3000 PURCHASED SERVICES						
VENDOR:	FEEMSTER LAW ENFORCEMENT CONSULTING					
1	JANUARY	BESTOW	INSTRUCTIONAL SERV	73315	01/31/2012 \$	400.00
231-000-31200-5800 MISCELLANEOUS						
VENDOR:	WINCHESTER BUSINESS SERVICES					
1	JANUARY	36784	SIGNS	73281	01/13/2012 \$	364.44
231-000-31200-6000 MATERIAL AND SUPPLIES						
VENDOR:	OTL ENTERPRISES LTD/OTL TACTIC					
1	JANUARY	7098	POLO'S	2090	01/13/2012 \$	50.00
231-128-31200-5800 MISCELLANEOUS						
VENDOR:	BB&T FINANCIAL, FSB					
1	JANUARY	9255 6632	CHRISTMAS FAMILY ADOPT	73290	01/31/2012 \$	617.37
VENDOR:	SHERIFF, PETTY CASH					
2	JANUARY	PETTY CASH	ADOPTED FAMILY GIFTS	73255	01/13/2012 \$	129.10
Total for 231-128-31200-5800						\$ 746.47
231-128-31200-6001 MATERIALS AND SUPPLIES						
VENDOR:	BB&T FINANCIAL, FSB					
1	JANUARY	9255 6657	FOOD SUPPLIES	73290	01/31/2012 \$	444.16
VENDOR:	SHERIFF, PETTY CASH					
3	JANUARY	PETTY CASH	FOOD/CHRISTMAS PARTY	73255	01/13/2012 \$	47.57
Total for 231-128-31200-6001						\$ 491.73
235-000-82700-3100 PROFESSIONAL SERVICES						
VENDOR:	HALL, MONAHAN, ENGLE, MAHAN & MITCHELL					
5	JANUARY	GENERAL FILE	LEGAL	2129	01/31/2012 \$	1,249.06
235-000-82700-6001 MATERIALS AND SUPPLIES						
VENDOR:	PURCHASE POWER					
15	JANUARY	35438654	POSTAGE	73246	01/13/2012 \$	49.32
301-800-94289-3140 Engineering & Architectural						

CLARKE COUNTY
 JANUARY VENDOR PAYMENTS
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VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
=====						
VENDOR:	US GOVT INTERIOR (DEPT OF)		US GEO SURVEY			
1	JANUARY	90018125	APPRAISALS	73372	01/31/2012	\$ 9,386.00
2	JANUARY	90018125	VOID VOUCHER TRANSACTION N	70129	01/31/2011	\$ 9,386.00-
			Total for 301-800-94289-3140			\$ 0.00
301-800-94299-8207			EDP EQUIPMENT			
VENDOR:	DALY COMPUTERS, INC.					
1	JANUARY	PSI0938397	EDP EQUIPMENT	2122	01/31/2012	\$ 4,955.00
301-800-94318-8102			FURNITURE & FIXTURES			
VENDOR:	BB&T FINANCIAL, FSB					
8	JANUARY	9255 6699	CREDIT	73290	01/31/2012	\$ 35.00-
301-820-94222-3000			PURCHASED SERVICES			
VENDOR:	AT&T MOBILITY					
10	JANUARY	x01012012	SHERIFF AIR CARDS	73162	01/13/2012	\$ 840.19
401-800-67155-9100			DEBT SERVICE			
VENDOR:	VIRGINIA RESOURCE AUTH					
1	JANUARY	7043	LOAN	2107	01/13/2012	\$ 65,000.00
						TOTAL DEFINITION TYPE 0 : \$ 75,060.82
						TOTAL EXPENDITURES : \$ 75,060.82
						TOTAL for FISCAL YEAR 2012 : \$ 75,060.82
						=====
						TOTAL PAYMENTS : \$ 75,060.82

CLARKE COUNTY
 JANUARY VENDOR PAYMENTS
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VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
=====						
Fiscal Year: 2012						
EXPENDITURES						
DEFINITION TYPE 0						
607-000-12240-3120 PROFESSIONAL SERVICES						
VENDOR: ROBINSON, FARMER, COX ASSOCIATES						
1	JANUARY	37459	PROFESSIONAL SERVICES	2151	01/31/2012 \$	26,500.00
607-000-12510-3320 MAINTENANCE SERVICE CONTRACT						
VENDOR: IKON OFFICE SOLUTIONS						
1	JANUARY	5021860740	COPIER MAINTENANCE	73214	01/13/2012 \$	199.93
607-000-12530-4300 CENTRAL PURCHASING/STORE						
VENDOR: B W WILSON PAPER CO INC						
1	JANUARY	1453555	BOISE X9 WHITE COPY PAPER	73286	01/31/2012 \$	1,153.99
VENDOR: BB&T FINANCIAL, FSB						
2	JANUARY	9255 6699	CALENDARS/LABELS/FOLDERS	73290	01/31/2012 \$	226.54
3	JANUARY	9255 6699	CALENDARS/APPT BOOK	73290	01/31/2012 \$	24.93
VENDOR: INDEPENDENT STATIONERS						
1	JANUARY	000127943	ENVELOPES/FOLDERS/EWR BACK	73324	01/31/2012 \$	129.94
1	JANUARY	000129240	BINDERS	73324	01/31/2012 \$	58.56
VENDOR: OFFICE DEPOT						
1	JANUARY	593097131001	PAPER/MARKERS	73347	01/31/2012 \$	43.04
1	JANUARY	593998146001	HOLE PUNCH/TONER	73347	01/31/2012 \$	40.17
VENDOR: QUILL CORPORATION						
1	JANUARY	9142561	HP LASERJET/CARTRIDGE	73353	01/31/2012 \$	518.36
Total for 607-000-12530-4300						\$ 2,195.53
607-000-12530-5210 POSTAL SERVICES						
VENDOR: PURCHASE POWER						
5	JANUARY	35438654	POSTAGE	73246	01/13/2012 \$	563.12
607-000-12530-5230 TELECOMMUNICATIONS						
VENDOR: TREASURER OF VIRGINIA						
13	JANUARY	T241706	MONTHLY PHONE CHARGES	73194	01/13/2012 \$	11.26
VENDOR: VERIZON						
31	JANUARY	00002726889534Y	MONTHLY PHONE CHARGES	73274	01/13/2012 \$	93.41
Total for 607-000-12530-5230						\$ 104.67
607-000-12530-5540 TRAVEL CONVENTION & EDUCATION						
VENDOR: JUDGE, THOMAS J						
1	JANUARY	TRAVEL REIMB	TRAVEL REIMB	2080	01/13/2012 \$	280.69
711-000-96100-2600 UNEMPLOYMENT INSURANCE CLAIMS						
VENDOR: VIRGINIA EMPLOYMENT COMMISSION						
1	JANUARY	0001890174	UNEMPLOYMENT INSURANCE CLA	73378	01/31/2012 \$	128.27

CLARKE COUNTY
 JANUARY VENDOR PAYMENTS
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VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
=====						
VENDOR: VIRGINIA EMPLOYMENT COMMISSION						
1	JANUARY	1890174	UNEMPLOYMENT INSURANCE CLA	73380	01/31/2012	\$ 6,061.83
1	JANUARY	2075260	UNEMPLOYMENT INSURANCE CLA	73381	01/31/2012	\$ 5,096.74
Total for 711-000-96100-2600						\$ 11,286.84
732-000-12530-3000 PURCHASED SERVICES - TRANSACTION FEE						
VENDOR: EBS						
1	JANUARY	52374	FSA/HSA ADMN	73196	01/13/2012	\$ 725.36
TOTAL DEFINITION TYPE 0 :						\$ 41,856.14
TOTAL EXPENDITURES :						\$ 41,856.14
TOTAL for FISCAL YEAR 2012 :						\$ 41,856.14
TOTAL PAYMENTS :						\$ 41,856.14

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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For DECEMBER	Expenditures Year-to-Date	Available Balance	Percent Used
FD 205 SCHOOL OPERATING FUND							
PJT 000 NON-CATEGORICAL							
C/C 200 ELEMENTARY							
PGM 1 REGULAR							
FUNC 61100 CLASSROOM INSTRUCTION							
1121	SALARIES - INSTRUCTIONAL	\$ 27,773.00	\$ 18,515.65	\$ 2,314.44	\$ 9,257.76	\$ 0.41	100.00
1620	SALARIES - SUPPLEMENTS	\$ 245.00	\$ 122.25	\$ 122.26	\$ 122.26	\$ 0.49	99.80
2100	FICA BENEFITS	\$ 1,877.00	\$ 1,247.88	\$ 164.18	\$ 628.64	\$ 0.48	99.97
2210	VSRS BENEFITS	\$ 3,146.00	\$ 2,097.81	\$ 262.23	\$ 1,048.92	\$ 0.73	100.02
2300	HEALTH INSURANCE BENEFITS	\$ 4,766.00	\$ 3,177.43	\$ 397.17	\$ 1,588.68	\$ 0.11	100.00
2400	GROUP LIFE INSURANCE	\$ 78.00	\$ 51.85	\$ 6.48	\$ 25.92	\$ 0.23	99.71
2700	WORKERS COMPENSATION INSURANCE	\$ 14,261.00	\$ 0.00	\$ 0.00	\$ 14,261.00	\$ 0.00	100.00
2750	RETIREE HEALTH CARE CREDIT	\$ 167.00	\$ 111.09	\$ 13.89	\$ 55.56	\$ 0.35	99.79
3000	PURCHASED SERVICES	\$ 3,066.00	\$ 0.00	\$ 0.00	\$ 3,066.10	\$ 0.10	100.00
5500	TRAVEL	\$ 227.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 227.00	0.00
6000	SUPPLIES	\$ 23,993.00	\$ 11,376.00	\$ 0.00	\$ 12,617.17	\$ 0.17	100.00
6020	TEXTBOOKS	\$ 102,011.00	\$ 34,957.57	\$ 66,888.03	\$ 67,053.27	\$ 0.16	100.00
6030	INSTRUCTIONAL MATERIALS	\$ 512.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 512.00	0.00
61100	CLASSROOM INSTRUCTION	\$ 182,122.00	\$ 71,657.53	\$ 70,168.68	\$ 109,725.28	\$ 739.19	99.59
FUNC 61180 CLASSROOM INSTRUCTION - TECHNOLOGY							
1120	INSTRUCTIONAL SALARIES	\$ 72,124.00	\$ 48,370.16	\$ 5,938.43	\$ 23,753.72	\$ 0.12	100.00
1140	SALARIES AND WAGES - REGULAR	\$ 11,248.00	\$ 5,382.31	\$ 897.00	\$ 901.04	\$ 4,964.65	55.86
1520	SUBSTITUTE	\$ 500.00	\$ 0.00	\$ 26.81	\$ 53.62	\$ 446.38	10.72
2100	FICA	\$ 5,863.00	\$ 3,773.19	\$ 490.85	\$ 1,753.75	\$ 336.06	94.27
2210	VSRS	\$ 9,348.00	\$ 5,992.41	\$ 774.46	\$ 2,793.41	\$ 562.18	93.99
2300	HOSPITAL/MEDICAL PLANS	\$ 8,740.00	\$ 4,740.49	\$ 592.56	\$ 2,370.24	\$ 1,629.27	81.36
2400	LIFE INSURANCE	\$ 232.00	\$ 148.09	\$ 19.14	\$ 69.04	\$ 14.87	93.59
2750	RETIREE HEALTH CARE CREDIT	\$ 496.00	\$ 317.34	\$ 41.01	\$ 147.92	\$ 30.74	93.80
61180	CLASSROOM INSTRUCTION - TECHNOLO	\$ 108,551.00	\$ 68,723.99	\$ 8,780.26	\$ 31,842.74	\$ 7,984.27	92.64
FUNC 61220 SCHOOL SOCIAL WORKER SERVICES							
1134	SALARIES - SOCIAL WORKER	\$ 31,571.00	\$ 22,096.56	\$ 2,762.07	\$ 9,474.33	\$ 0.11	100.00
2100	FICA	\$ 2,415.00	\$ 1,690.39	\$ 211.30	\$ 724.78	\$ 0.17	100.01
61220	SCHOOL SOCIAL WORKER SERVICES	\$ 33,986.00	\$ 23,786.95	\$ 2,973.37	\$ 10,199.11	\$ 0.06	100.00
FUNC 61230 HOMEBOUND INSTRUCTION							
5500	TRAVEL	\$ 750.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 750.00	0.00
FUNC 61310 IMPROVEMENT OF INSTRUCTION							
1125	SALARIES - SPECIALIST	\$ 79,009.00	\$ 41,920.51	\$ 6,584.11	\$ 37,088.83	\$ 0.34	100.00
1150	SALARIES - CLERICAL	\$ 55,951.00	\$ 27,975.52	\$ 4,662.58	\$ 27,975.48	\$ 0.00	100.00
1310	SALARIES/WAGES - PART TIME ADMIN	\$ 1,891.00	\$ 0.00	\$ 0.00	\$ 1,890.60	\$ 0.40	99.98
1620	SALARIES - SUPPLEMENTS	\$ 1,861.00	\$ 0.00	\$ 0.00	\$ 1,860.14	\$ 0.86	99.95
2100	FICA BENEFITS	\$ 10,468.00	\$ 5,287.30	\$ 850.90	\$ 5,180.25	\$ 0.45	100.00
2210	VSRS BENEFITS	\$ 15,291.00	\$ 7,918.97	\$ 1,274.25	\$ 7,371.79	\$ 0.24	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 5,640.00	\$ 3,054.81	\$ 470.02	\$ 2,585.11	\$ 0.08	100.00
2400	GROUP LIFE INSURANCE	\$ 378.00	\$ 195.70	\$ 31.49	\$ 182.18	\$ 0.12	99.97
2750	RETIREE HEALTH CARE CREDIT	\$ 810.00	\$ 419.38	\$ 67.48	\$ 390.39	\$ 0.23	99.97
3000	PURCHASED SERVICES	\$ 0.00	\$ 0.00	\$ 349.00	\$ 3,233.75	\$ 3,233.75	100.00

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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For DECEMBER	Expenditures Year-to-Date	Available Balance	Percent Used
3010	TUITION ASSISTANCE	\$ 500.00	\$ 0.00	\$ 1,122.00	\$ 1,122.00	\$ 622.00	224.40
3600	ADVERTISING	\$ 300.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 300.00	0.00
5500	TRAVEL	\$ 5,306.00	\$ 0.00	\$ 219.25	\$ 2,355.32	\$ 2,950.68	44.39
5510	TRAVEL CONFERENCES & WORKSHOPS	\$ 0.00	\$ 0.00	\$ 40.00	\$ 40.00	\$ 40.00	100.00
5810	DUES, SUBSCRIPTIONS & MEMBERSHIP	\$ 7,995.00	\$ 0.00	\$ 0.00	\$ 868.00	\$ 7,127.00	10.86
6000	SUPPLIES	\$ 2,000.00	\$ 0.00	\$ 44.60	\$ 4,224.18	\$ 2,224.18	211.21
61310	IMPROVEMENT OF INSTRUCTION	\$ 187,400.00	\$ 86,772.19	\$ 15,715.68	\$ 96,368.02	\$ 4,259.79	97.73
1	REGULAR	\$ 512,809.00	\$ 250,940.66	\$ 97,637.99	\$ 248,135.15	\$ 13,733.19	97.32
PGM 2 SPECIAL EDUCATION							
FUNC 61100 CLASSROOM INSTRUCTION							
3000	PURCHASED SERVICES	\$ 33,320.00	\$ 23,525.25	\$ 5,594.75	\$ 9,794.75	\$ 0.00	100.00
3600	ADVERTISING	\$ 645.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 645.00	0.00
5230	TELECOMMUNICATIONS	\$ 1,341.00	\$ 0.00	\$ 33.69	\$ 141.12	\$ 1,199.88	10.52
5500	TRAVEL	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
7000	JOINT OPERATIONS NREP	\$ 172,790.00	\$ 0.00	\$ 0.00	\$ 73,540.73	\$ 99,249.27	42.56
61100	CLASSROOM INSTRUCTION	\$ 208,596.00	\$ 23,525.25	\$ 5,628.44	\$ 83,476.60	\$ 101,594.15	51.30
FUNC 61310 IMPROVEMENT OF INSTRUCTION							
1110	SALARIES	\$ 74,278.00	\$ 39,207.07	\$ 6,074.90	\$ 35,070.51	\$ 0.42	100.00
2100	FICA BENEFITS	\$ 5,676.00	\$ 2,993.88	\$ 464.30	\$ 2,681.76	\$ 0.36	99.99
2210	VSRS BENEFITS	\$ 8,416.00	\$ 4,442.15	\$ 688.29	\$ 3,973.51	\$ 0.34	100.00
2300	HOSPITAL/MEDICAL PLANS	\$ 4,309.00	\$ 2,306.51	\$ 350.65	\$ 2,002.60	\$ 0.11	100.00
2400	GROUP LIFE INSURANCE	\$ 208.00	\$ 109.78	\$ 17.01	\$ 98.20	\$ 0.02	99.99
2750	RETIREE HEALTH CARE CREDIT	\$ 446.00	\$ 235.26	\$ 36.44	\$ 210.37	\$ 0.37	99.92
3000	PURCHASED SERVICES	\$ 904.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 904.00	0.00
5500	TRAVEL	\$ 847.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 847.00	0.00
6000	SUPPLIES	\$ 838.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 838.00	0.00
61310	IMPROVEMENT OF INSTRUCTION	\$ 95,922.00	\$ 49,294.65	\$ 7,631.59	\$ 44,036.95	\$ 2,590.40	97.30
2	SPECIAL EDUCATION	\$ 304,518.00	\$ 72,819.90	\$ 13,260.03	\$ 127,513.55	\$ 104,184.55	65.79
PGM 4 GIFTED & TALENTED							
FUNC 61100 CLASSROOM INSTRUCTION							
1620	SUPPLMTL. SAL. & WAGES	\$ 2,424.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,424.00	0.00
2100	FICA BENEFITS	\$ 185.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 185.00	0.00
6000	SUPPLIES	\$ 0.00	\$ 245.58	\$ 1,294.92	\$ 2,855.52	\$ 3,101.10	100.00
6020	TEXTBOOKS	\$ 177.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 177.00	0.00
6030	INSTRUCTIONAL MATERIALS	\$ 1,508.00	\$ 0.00	\$ 0.00	\$ 1,615.93	\$ 107.93	107.16
61100	CLASSROOM INSTRUCTION	\$ 4,294.00	\$ 245.58	\$ 1,294.92	\$ 4,471.45	\$ 423.03	109.85
4	GIFTED & TALENTED	\$ 4,294.00	\$ 245.58	\$ 1,294.92	\$ 4,471.45	\$ 423.03	109.85
200	ELEMENTARY	\$ 821,621.00	\$ 324,006.14	\$ 112,192.94	\$ 380,120.15	\$ 117,494.71	85.70
C/C 202 ELEMENTARY - BOYCE							
PGM 1 REGULAR							
FUNC 61100 CLASSROOM INSTRUCTION							
1120	INSTRUCTIONAL SALARIES	\$ 949,077.00	\$ 631,704.42	\$ 78,963.00	\$ 317,372.00	\$ 0.58	100.00
1151	INSTRUCTIONAL AIDES SALARIES	\$ 76,172.00	\$ 51,971.85	\$ 6,496.47	\$ 24,200.26	\$ 0.11	100.00

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1321	SALARIES/WAGES - PART TIME - INS	\$ 6,681.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 6,681.00	0.00
1351	SALARIES/WAGES - PART TIME - INS	\$ 294.00	\$ 0.00	\$ 0.00	\$ 293.63	\$ 0.37	99.87
1520	SUBSTITUTE WAGES	\$ 14,500.00	\$ 0.00	\$ 1,692.51	\$ 7,132.52	\$ 7,367.48	49.19
1521	SUBSTITUTE-INSTRUCTIONAL AIDE WA	\$ 4,000.00	\$ 0.00	\$ 260.00	\$ 3,672.51	\$ 327.49	91.81
1620	SUPPLMNTL. SAL. & WAGES	\$ 7,613.00	\$ 4,522.20	\$ 2,059.80	\$ 2,983.20	\$ 107.60	98.59
2100	FICA	\$ 74,704.00	\$ 48,301.50	\$ 6,301.37	\$ 25,294.16	\$ 1,108.34	98.52
2210	VSRS	\$ 116,043.00	\$ 77,460.50	\$ 9,682.57	\$ 38,582.34	\$ 0.16	100.00
2300	HOSPITAL/MEDICAL PLANS	\$ 127,470.00	\$ 86,251.60	\$ 10,781.45	\$ 41,218.50	\$ 0.10	100.00
2400	LIFE INSURANCE	\$ 2,868.00	\$ 1,914.30	\$ 239.28	\$ 953.46	\$ 0.24	99.99
2750	RETIREE HEALTH CARE CREDIT	\$ 6,145.00	\$ 4,102.05	\$ 512.76	\$ 2,043.20	\$ 0.25	100.00
2800	OTHER BENEFITS - ANNUAL LEAVE PA	\$ 480.00	\$ 0.00	\$ 0.00	\$ 480.00	\$ 0.00	100.00
3320	MAINTENANCE CONTRACTS	\$ 500.00	\$ 0.00	\$ 0.00	\$ 600.00	\$ 100.00	120.00
5230	TELECOMMUNICATIONS	\$ 7,000.00	\$ 0.00	\$ 586.53	\$ 2,806.31	\$ 4,193.69	40.09
5410	RENTAL AGREEMENTS	\$ 11,000.00	\$ 5,142.74	\$ 48.90	\$ 1,608.78	\$ 4,248.48	61.38
6000	SUPPLIES	\$ 6,500.00	\$ 0.00	\$ 131.46	\$ 3,838.21	\$ 2,661.79	59.05
6020	TEXTBOOKS	\$ 17,911.00	\$ 0.00	\$ 0.00	\$ 17,911.15	\$ 0.15	100.00
6030	LEARNING MATERIALS	\$ 11,200.00	\$ 1,154.15	\$ 451.20	\$ 6,378.62	\$ 3,667.23	67.26
61100	CLASSROOM INSTRUCTION	\$ 1,440,158.00	\$ 912,525.31	\$ 118,207.30	\$ 497,368.85	\$ 30,263.84	97.90
	FUNC 61180 CLASSROOM INSTRUCTION - TECHNOLOGY						
1151	INSTRUCTIONAL ASSISTANT SALARIES	\$ 13,189.00	\$ 8,792.67	\$ 1,099.08	\$ 4,396.32	\$ 0.01	100.00
1620	SUPPLMNTL. SAL. & WAGES	\$ 3,090.00	\$ 1,648.00	\$ 1,132.98	\$ 1,441.92	\$ 0.08	100.00
2100	FICA	\$ 1,245.00	\$ 798.71	\$ 170.74	\$ 446.59	\$ 0.30	100.02
2210	VSRS	\$ 1,494.00	\$ 996.20	\$ 124.53	\$ 498.12	\$ 0.32	100.02
2300	HOSPITAL/MEDICAL PLANS	\$ 4,862.00	\$ 3,241.52	\$ 405.19	\$ 1,620.76	\$ 0.28	100.01
2400	LIFE INSURANCE	\$ 37.00	\$ 24.61	\$ 3.08	\$ 12.32	\$ 0.07	99.81
2750	RETIREE HEALTH CARE CREDIT	\$ 80.00	\$ 52.76	\$ 6.59	\$ 26.36	\$ 0.88	98.90
6000	MATERIALS AND SUPPLIES	\$ 2,770.00	\$ 0.00	\$ 214.38	\$ 1,268.33	\$ 1,501.67	45.79
6040	SOFTWARE/ON-LINE CONTENT	\$ 822.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 822.00	0.00
61180	CLASSROOM INSTRUCTION - TECHNOLO	\$ 27,589.00	\$ 15,554.47	\$ 3,156.57	\$ 9,710.72	\$ 2,323.81	91.58
	FUNC 61210 GUIDANCE SERVICES						
1120	INSTRUCTIONAL SALARIES	\$ 27,605.00	\$ 18,402.80	\$ 2,300.35	\$ 9,201.40	\$ 0.80	100.00
2100	FICA	\$ 2,113.00	\$ 1,408.12	\$ 176.02	\$ 704.08	\$ 0.80	99.96
2210	VSRS	\$ 3,128.00	\$ 2,085.04	\$ 260.63	\$ 1,042.52	\$ 0.44	99.99
2400	LIFE INSURANCE	\$ 77.00	\$ 51.53	\$ 6.44	\$ 25.76	\$ 0.29	100.38
2750	RETIREE HEALTH CARE CREDIT	\$ 166.00	\$ 110.42	\$ 13.80	\$ 55.20	\$ 0.38	99.77
6000	SUPPLIES	\$ 346.00	\$ 0.00	\$ 0.00	\$ 279.45	\$ 66.55	80.77
6030	INSTRUCTIONAL MATERIALS	\$ 203.00	\$ 0.00	\$ 63.00	\$ 63.00	\$ 140.00	31.03
61210	GUIDANCE SERVICES	\$ 33,638.00	\$ 22,057.91	\$ 2,820.24	\$ 11,371.41	\$ 208.68	99.38
	FUNC 61320 MEDIA SERVICES						
1122	LIBRARIAN SALARIES	\$ 51,836.00	\$ 34,557.32	\$ 4,319.67	\$ 17,278.68	\$ 0.00	100.00
1520	SUBSTITUTE WAGES	\$ 200.00	\$ 0.00	\$ 160.00	\$ 200.00	\$ 0.00	100.00
2100	FICA	\$ 3,950.00	\$ 2,623.18	\$ 340.12	\$ 1,326.85	\$ 0.03	100.00
2210	VSRS	\$ 5,873.00	\$ 3,915.35	\$ 489.42	\$ 1,957.68	\$ 0.03	100.00
2300	HOSPITAL/MEDICAL PLANS	\$ 4,862.00	\$ 3,241.24	\$ 405.19	\$ 1,620.76	\$ 0.00	100.00
2400	LIFE INSURANCE	\$ 145.00	\$ 96.74	\$ 12.10	\$ 48.40	\$ 0.14	100.10
2750	RETIREE HEALTH CARE CREDIT	\$ 311.00	\$ 207.34	\$ 25.92	\$ 103.68	\$ 0.02	100.01
3310	REPAIR & MAINTENANCE	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00
6000	SUPPLIES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 282.06	\$ 282.06	100.00
6030	INSTRUCTIONAL MATERIALS	\$ 4,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 4,500.00	0.00
61320	MEDIA SERVICES	\$ 71,877.00	\$ 44,641.17	\$ 5,752.42	\$ 22,818.11	\$ 4,417.72	93.85
	FUNC 61410 OFFICE OF THE PRINCIPAL						

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1126	PRINCIPAL SALARIES	\$ 93,923.00	\$ 46,961.50	\$ 7,826.92	\$ 46,961.52	\$ 0.02	100.00
1127	ASST PRINCIPAL SALARIES	\$ 55,297.00	\$ 32,256.59	\$ 4,608.08	\$ 23,040.40	\$ 0.01	100.00
1150	CLERICAL SALARIES	\$ 31,373.00	\$ 15,686.48	\$ 2,614.42	\$ 15,686.52	\$ 0.00	100.00
1620	SUPPLMTL. SAL. & WAGES	\$ 1,528.00	\$ 254.50	\$ 254.50	\$ 254.50	\$ 1,019.00	33.31
1850	SALARIES-SUBSTITUTE CLERICAL	\$ 700.00	\$ 0.00	\$ 162.49	\$ 552.49	\$ 147.51	78.93
2100	FICA	\$ 13,475.00	\$ 6,951.38	\$ 1,136.53	\$ 6,434.17	\$ 89.45	99.34
2210	VSRS	\$ 20,462.00	\$ 10,752.69	\$ 1,705.10	\$ 9,708.50	\$ 0.81	100.00
2300	HOSPITAL/MEDICAL PLANS	\$ 11,963.00	\$ 6,949.64	\$ 1,050.69	\$ 5,013.14	\$ 0.22	100.00
2400	LIFE INSURANCE	\$ 506.00	\$ 265.73	\$ 42.14	\$ 239.94	\$ 0.33	99.93
2750	RETIREE HEALTH CARE CREDIT	\$ 1,084.00	\$ 569.42	\$ 90.30	\$ 514.15	\$ 0.43	99.96
5210	POSTAGE	\$ 750.00	\$ 0.00	\$ 0.00	\$ 359.84	\$ 390.16	47.98
5410	RENTAL AGREEMENTS	\$ 0.00	\$ 2,179.45	\$ 0.00	\$ 1,556.75	\$ 3,736.20	100.00
5500	TRAVEL	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
6000	SUPPLIES	\$ 2,637.00	\$ 0.00	\$ 108.67	\$ 1,156.34	\$ 1,480.66	43.85
61410	OFFICE OF THE PRINCIPAL	\$ 234,198.00	\$ 122,827.38	\$ 19,599.84	\$ 111,478.26	\$ 107.64	100.05
1	REGULAR	\$ 1,807,460.00	\$ 1,117,606.24	\$ 149,536.37	\$ 652,747.35	\$ 37,106.41	97.95
PGM 2 SPECIAL EDUCATION							
FUNC 61100 CLASSROOM INSTRUCTION							
1151	INSTRUCTIONAL AIDES SALARIES	\$ 88,470.00	\$ 59,024.66	\$ 7,378.09	\$ 29,445.15	\$ 0.19	100.00
1520	SUBSTITUTE WAGES	\$ 2,096.00	\$ 0.00	\$ 0.00	\$ 80.00	\$ 2,016.00	3.82
1521	SUBSTITUTE-INSTRUCTIONAL AIDE WA	\$ 2,543.00	\$ 0.00	\$ 520.01	\$ 2,062.53	\$ 480.47	81.11
2100	FICA	\$ 6,246.00	\$ 4,001.23	\$ 539.93	\$ 2,172.48	\$ 72.29	98.84
2210	VSRS	\$ 10,024.00	\$ 6,687.51	\$ 835.93	\$ 3,336.11	\$ 0.38	100.00
2300	HOSPITAL/MEDICAL PLANS	\$ 17,509.00	\$ 11,943.20	\$ 1,492.90	\$ 5,565.02	\$ 0.78	100.00
2400	LIFE INSURANCE	\$ 248.00	\$ 165.27	\$ 20.66	\$ 82.45	\$ 0.28	99.89
2750	RETIREE HEALTH CARE CREDIT	\$ 531.00	\$ 354.15	\$ 44.27	\$ 176.68	\$ 0.17	99.97
61100	CLASSROOM INSTRUCTION	\$ 127,667.00	\$ 82,176.02	\$ 10,831.79	\$ 42,920.42	\$ 2,570.56	97.99
2	SPECIAL EDUCATION	\$ 127,667.00	\$ 82,176.02	\$ 10,831.79	\$ 42,920.42	\$ 2,570.56	97.99
202	ELEMENTARY - BOYCE	\$ 1,935,127.00	\$ 1,199,782.26	\$ 160,368.16	\$ 695,667.77	\$ 39,676.97	97.95
C/C 203 ELEMENTARY - COOLEY							
PGM 1 REGULAR							
FUNC 61100 CLASSROOM INSTRUCTION							
1120	INSTRUCTIONAL SALARIES	\$ 1,390,754.00	\$ 926,795.67	\$ 115,849.43	\$ 463,957.71	\$ 0.62	100.00
1151	INSTRUCTIONAL AIDES SALARIES	\$ 171,802.00	\$ 114,534.67	\$ 14,316.83	\$ 57,267.32	\$ 0.01	100.00
1321	SALARIES/WAGES - PART TIME - INS	\$ 3,886.00	\$ 0.00	\$ 80.00	\$ 80.00	\$ 3,806.00	2.06
1351	SALARIES/WAGES - P/T - INSTRUCTI	\$ 3,720.00	\$ 0.00	\$ 0.00	\$ 580.80	\$ 3,139.20	15.61
1520	SUBSTITUTE WAGES	\$ 15,800.00	\$ 0.00	\$ 2,180.00	\$ 8,139.98	\$ 7,660.02	51.52
1521	SUBSTITUTE-INSTRUCTIONAL AIDE WA	\$ 7,000.00	\$ 0.00	\$ 2,502.48	\$ 6,890.00	\$ 110.00	98.43
1620	SUPPLMTL. SAL. & WAGES	\$ 17,715.00	\$ 8,468.30	\$ 1,835.55	\$ 6,695.20	\$ 2,551.50	85.60
1650	NATIONAL BOARD CERTIFICATION BON	\$ 2,500.00	\$ 0.00	\$ 2,500.00	\$ 2,500.00	\$ 0.00	100.00
2100	FICA	\$ 114,907.00	\$ 75,443.64	\$ 10,074.70	\$ 39,469.10	\$ 5.74	100.00
2210	VSRS	\$ 176,639.00	\$ 117,675.62	\$ 14,953.29	\$ 58,963.41	\$ 0.03	100.00
2300	HOSPITAL/MEDICAL PLANS	\$ 172,716.00	\$ 113,402.53	\$ 14,828.18	\$ 59,312.72	\$ 0.75	100.00
2400	LIFE INSURANCE	\$ 4,445.00	\$ 2,987.95	\$ 369.46	\$ 1,456.84	\$ 0.21	100.00
2750	RETIREE HEALTH CARE CREDIT	\$ 11,952.00	\$ 8,829.46	\$ 791.87	\$ 3,122.48	\$ 0.06	100.00
3000	PURCHASED SERVICES	\$ 665.00	\$ 0.00	\$ 0.00	\$ 854.90	\$ 189.90	128.56
3320	MAINTENANCE CONTRACTS	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 1,200.00	\$ 200.00	120.00
5230	TELECOMMUNICATIONS	\$ 7,614.00	\$ 0.00	\$ 1,127.47	\$ 2,652.95	\$ 4,961.05	34.84
5410	RENTAL AGREEMENTS	\$ 11,000.00	\$ 7,011.04	\$ 782.66	\$ 5,696.96	\$ 1,708.00	115.53

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5810	DUES,SUBSCRIPTIONS & MEMBERSHIPS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 97.00	\$ 97.00	100.00
6000	SUPPLIES	\$ 7,220.00	\$ 0.00	\$ 549.07	\$ 3,234.63	\$ 3,985.37	44.80
6020	TEXTBOOKS	\$ 27,319.00	\$ 0.00	\$ 0.00	\$ 27,318.73	\$ 0.27	100.00
6030	INSTRUCTIONAL MATERIALS	\$ 19,774.00	\$ 993.77	\$ 0.00	\$ 5,032.29	\$ 13,747.94	30.47
61100	CLASSROOM INSTRUCTION	\$ 2,168,428.00	\$ 1,376,142.65	\$ 182,740.99	\$ 754,523.02	\$ 37,762.33	98.26
FUNC 61180 CLASSROOM INSTRUCTION - TECHNOLOGY							
1151	INSTRUCTIONAL ASSISTANT SALARIES	\$ 14,557.00	\$ 9,634.68	\$ 1,204.33	\$ 4,922.32	\$ 0.00	100.00
1520	SUBSTITUTE WAGES	\$ 200.00	\$ 0.00	\$ 0.00	\$ 32.50	\$ 167.50	16.25
1620	SUPPLMTL. SAL. & WAGES	\$ 3,588.00	\$ 1,853.96	\$ 309.02	\$ 1,236.08	\$ 497.96	86.12
2100	FICA	\$ 1,403.00	\$ 878.86	\$ 115.78	\$ 473.64	\$ 50.50	96.40
2210	VSRS	\$ 1,638.00	\$ 1,091.61	\$ 136.45	\$ 545.80	\$ 0.59	99.96
2400	LIFE INSURANCE	\$ 41.00	\$ 26.98	\$ 3.37	\$ 13.48	\$ 0.54	98.68
2750	RETIREE HEALTH CARE CREDIT	\$ 87.00	\$ 57.80	\$ 7.23	\$ 28.92	\$ 0.28	99.68
6000	MATERIALS AND SUPPLIES	\$ 3,800.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,800.00	0.00
6040	SOFTWARE/ON-LINE CONTENT	\$ 1,205.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,205.00	0.00
61180	CLASSROOM INSTRUCTION - TECHNOLO	\$ 26,519.00	\$ 13,543.89	\$ 1,776.18	\$ 7,252.74	\$ 5,722.37	78.42
FUNC 61210 GUIDANCE SERVICES							
1120	INSTRUCTIONAL SALARIES	\$ 67,368.00	\$ 44,912.00	\$ 5,614.00	\$ 22,456.00	\$ 0.00	100.00
2100	FICA	\$ 4,574.00	\$ 3,049.13	\$ 381.14	\$ 1,524.56	\$ 0.31	99.99
2210	VSRS	\$ 4,976.00	\$ 3,316.94	\$ 414.68	\$ 1,658.72	\$ 0.34	99.99
2300	HOSPITAL/MEDICAL PLANS	\$ 7,746.00	\$ 5,164.00	\$ 645.50	\$ 2,582.00	\$ 0.00	100.00
2400	LIFE INSURANCE	\$ 123.00	\$ 81.98	\$ 10.25	\$ 41.00	\$ 0.02	99.98
2750	RETIREE HEALTH CARE CREDIT	\$ 264.00	\$ 175.68	\$ 21.96	\$ 87.84	\$ 0.48	99.82
5810	DUES,SUBSCRIPTIONS & MEMBERSHIPS	\$ 0.00	\$ 0.00	\$ 198.00	\$ 198.00	\$ 198.00	100.00
6000	SUPPLIES	\$ 1,568.00	\$ 0.00	\$ 0.00	\$ 204.35	\$ 1,363.65	13.03
6030	INSTRUCTIONAL MATERIALS	\$ 383.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 383.00	0.00
61210	GUIDANCE SERVICES	\$ 87,002.00	\$ 56,699.73	\$ 7,285.53	\$ 28,752.47	\$ 1,549.80	98.22
FUNC 61320 MEDIA SERVICES							
1122	LIBRARIAN SALARIES	\$ 42,825.00	\$ 28,550.00	\$ 3,568.75	\$ 14,275.00	\$ 0.00	100.00
1520	SUBSTITUTE WAGES	\$ 5,000.00	\$ 0.00	\$ 0.00	\$ 360.00	\$ 4,640.00	7.20
1620	SUPPLMTL. SAL. & WAGES	\$ 2,060.00	\$ 1,236.00	\$ 206.00	\$ 824.00	\$ 0.00	100.00
2100	FICA	\$ 3,735.00	\$ 2,224.47	\$ 282.00	\$ 1,155.54	\$ 354.99	90.50
2210	VSRS	\$ 4,852.00	\$ 3,234.71	\$ 404.34	\$ 1,617.36	\$ 0.07	100.00
2300	HOSPITAL/MEDICAL PLANS	\$ 4,989.00	\$ 3,241.52	\$ 489.57	\$ 1,747.33	\$ 0.15	100.00
2400	LIFE INSURANCE	\$ 120.00	\$ 79.94	\$ 9.99	\$ 39.96	\$ 0.10	99.92
2750	RETIREE HEALTH CARE CREDIT	\$ 257.00	\$ 171.30	\$ 21.41	\$ 85.64	\$ 0.06	99.98
3310	REPAIR & MAINTENANCE	\$ 205.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 205.00	0.00
5810	DUES,SUBSCRIPTIONS & MEMBERSHIPS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 47.00	\$ 47.00	100.00
6000	SUPPLIES	\$ 4,881.00	\$ 0.00	\$ 1,691.11	\$ 2,154.09	\$ 2,726.91	44.13
6030	INSTRUCTIONAL MATERIALS	\$ 3,916.00	\$ 0.00	\$ 0.00	\$ 1,101.05	\$ 2,814.95	28.12
61320	MEDIA SERVICES	\$ 72,840.00	\$ 38,737.94	\$ 6,673.17	\$ 23,406.97	\$ 10,695.09	85.32
FUNC 61410 OFFICE OF THE PRINCIPAL							
1126	PRINCIPAL SALARIES	\$ 91,575.00	\$ 45,787.50	\$ 7,631.25	\$ 45,787.50	\$ 0.00	100.00
1127	ASST PRINCIPAL SALARIES	\$ 113,187.00	\$ 66,025.75	\$ 9,432.25	\$ 47,161.25	\$ 0.00	100.00
1150	CLERICAL SALARIES	\$ 64,399.00	\$ 32,199.52	\$ 5,366.58	\$ 32,199.48	\$ 0.00	100.00
1620	SUPPLMTL. SAL. & WAGES	\$ 3,598.00	\$ 254.40	\$ 254.50	\$ 254.50	\$ 3,089.10	14.14
1850	SALARIES-SUBSTITUTE CLERICAL	\$ 3,300.00	\$ 0.00	\$ 455.00	\$ 2,177.50	\$ 1,122.50	65.98
2100	FICA	\$ 20,283.00	\$ 10,553.64	\$ 1,700.09	\$ 9,406.95	\$ 322.41	98.41
2210	VSRS	\$ 30,496.00	\$ 16,316.64	\$ 2,541.33	\$ 14,179.30	\$ 0.06	100.00
2300	HOSPITAL/MEDICAL PLANS	\$ 21,928.00	\$ 12,217.11	\$ 1,861.07	\$ 9,710.54	\$ 0.35	100.00
2400	LIFE INSURANCE	\$ 754.00	\$ 403.22	\$ 62.81	\$ 350.45	\$ 0.33	99.96

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2750	RETIREE HEALTH CARE CREDIT	\$ 1,615.00	\$ 864.06	\$ 134.59	\$ 750.94	\$ 0.00	100.00
3320	MAINTENANCE SERVICE CONTRACTS	\$ 1,050.00	\$ 100.72	\$ 0.00	\$ 274.48	\$ 674.80	35.73
5210	POSTAGE	\$ 2,447.00	\$ 0.00	\$ 55.90	\$ 476.73	\$ 1,970.27	19.48
5410	RENTAL AGREEMENTS	\$ 5,700.00	\$ 0.00	\$ 0.00	\$ 1,364.87	\$ 4,335.13	23.95
5500	TRAVEL	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
6000	SUPPLIES	\$ 4,945.00	\$ 0.00	\$ 155.60	\$ 4,387.26	\$ 557.74	88.72
61410	OFFICE OF THE PRINCIPAL	\$ 365,777.00	\$ 184,722.56	\$ 29,650.97	\$ 168,481.75	\$ 12,572.69	96.56
1	REGULAR	\$ 2,720,566.00	\$ 1,669,846.77	\$ 228,126.84	\$ 982,416.95	\$ 68,302.28	97.49
PGM 2 SPECIAL EDUCATION							
FUNC 61100 CLASSROOM INSTRUCTION							
1120	INSTRUCTIONAL SALARIES	\$ 126,414.00	\$ 87,623.15	\$ 10,952.91	\$ 38,790.86	\$ 0.01	100.00
1141	INSTRUCTIONAL ASSISTANT SALARIES	\$ 47,465.00	\$ 34,327.84	\$ 4,290.98	\$ 13,136.76	\$ 0.40	100.00
1520	SUBSTITUTE WAGES	\$ 5,000.00	\$ 0.00	\$ 0.00	\$ 1,399.99	\$ 3,600.01	28.00
1521	SUBSTITUTE-INSTRUCTIONAL AIDES W	\$ 3,000.00	\$ 0.00	\$ 162.50	\$ 2,014.97	\$ 985.03	67.17
2100	FICA	\$ 12,928.00	\$ 8,628.21	\$ 1,090.97	\$ 3,949.28	\$ 350.51	97.29
2210	VRSR	\$ 13,318.00	\$ 9,020.21	\$ 1,243.66	\$ 4,297.80	\$ 0.01	100.00
2300	HOSPITAL/MEDICAL PLANS	\$ 23,318.00	\$ 16,811.04	\$ 2,101.38	\$ 6,506.74	\$ 0.22	100.00
2400	LIFE INSURANCE	\$ 329.00	\$ 222.92	\$ 30.73	\$ 106.22	\$ 0.14	100.04
2750	RETIREE HEALTH CARE CREDIT	\$ 705.00	\$ 477.68	\$ 65.86	\$ 227.59	\$ 0.27	100.04
61100	CLASSROOM INSTRUCTION	\$ 232,477.00	\$ 157,111.05	\$ 19,938.99	\$ 70,430.21	\$ 4,935.74	97.88
2	SPECIAL EDUCATION	\$ 232,477.00	\$ 157,111.05	\$ 19,938.99	\$ 70,430.21	\$ 4,935.74	97.88
203	ELEMENTARY - COOLEY	\$ 2,953,043.00	\$ 1,826,957.82	\$ 248,065.83	\$ 1,052,847.16	\$ 73,238.02	97.52
C/C 204 ELEMENTARY - JOHNSON WILLIAMS MIDDLE SCH							
PGM 1 REGULAR							
FUNC 61100 CLASSROOM INSTRUCTION							
1120	INSTRUCTIONAL SALARIES	\$ 1,190,696.00	\$ 794,204.78	\$ 99,275.52	\$ 396,490.28	\$ 0.94	100.00
1151	INSTRUCTIONAL AIDES SALARIES	\$ 55,105.00	\$ 36,736.65	\$ 4,592.09	\$ 18,368.36	\$ 0.01	100.00
1321	SALARIES/WAGES - PART TIME - INS	\$ 4,270.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 4,270.00	0.00
1351	SALARIES/WAGES - PART TIME - INS	\$ 2,300.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,300.00	0.00
1520	SUBSTITUTE WAGES	\$ 29,800.00	\$ 0.00	\$ 1,800.01	\$ 6,345.00	\$ 23,455.00	21.29
1521	SUBSTITUTE- INSTRUCTIONAL AIDE W	\$ 2,000.00	\$ 0.00	\$ 130.00	\$ 455.01	\$ 1,544.99	22.75
1620	SUPPLMTL. SAL. & WAGES	\$ 73,297.00	\$ 9,732.80	\$ 18,989.80	\$ 26,596.20	\$ 36,968.00	49.56
2100	FICA	\$ 100,557.00	\$ 62,087.59	\$ 9,274.12	\$ 33,225.68	\$ 5,243.73	94.79
2210	VRSR	\$ 136,615.00	\$ 91,122.59	\$ 11,390.32	\$ 45,491.94	\$ 0.47	100.00
2300	HOSPITAL/MEDICAL PLANS	\$ 83,159.00	\$ 55,438.53	\$ 6,930.03	\$ 27,720.12	\$ 0.35	100.00
2400	LIFE INSURANCE	\$ 3,377.00	\$ 2,251.95	\$ 281.47	\$ 1,124.17	\$ 0.88	99.97
2750	RETIREE HEALTH CARE CREDIT	\$ 7,235.00	\$ 4,825.59	\$ 603.16	\$ 2,408.98	\$ 0.43	99.99
3000	PURCHASED SERVICES	\$ 367.00	\$ 0.00	\$ 160.00	\$ 585.00	\$ 218.00	159.40
3320	MAINTENANCE CONTRACTS	\$ 2,633.00	\$ 0.00	\$ 0.00	\$ 1,380.00	\$ 1,253.00	52.41
5230	TELECOMMUNICATIONS	\$ 6,000.00	\$ 0.00	\$ 491.17	\$ 2,169.54	\$ 3,830.46	36.16
5410	RENTAL AGREEMENTS	\$ 5,566.00	\$ 2,772.13	\$ 13.32	\$ 2,567.87	\$ 226.00	95.94
6000	SUPPLIES	\$ 13,000.00	\$ 0.00	\$ 171.39	\$ 3,188.07	\$ 9,811.93	24.52
6030	INSTRUCTIONAL MATERIALS	\$ 23,012.00	\$ 0.00	\$ 0.00	\$ 4,590.96	\$ 18,421.04	19.95
61100	CLASSROOM INSTRUCTION	\$ 1,738,989.00	\$ 1,059,172.61	\$ 154,102.40	\$ 572,707.18	\$ 107,109.21	93.84
FUNC 61180 CLASSROOM INSTRUCTION - TECHNOLOGY							
6000	MATERIALS AND SUPPLIES	\$ 148.00	\$ 0.00	\$ 416.75	\$ 1,786.79	\$ 1,638.79	1207.29
6040	SOFTWARE/ON-LINE CONTENT	\$ 874.00	\$ 0.00	\$ 99.00	\$ 99.00	\$ 775.00	11.33

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61180	CLASSROOM INSTRUCTION - TECHNOLO	\$ 1,022.00	\$ 0.00	\$ 515.75	\$ 1,885.79	\$ 863.79	184.52
	FUNC 61210 GUIDANCE SERVICES						
1120	INSTRUCTIONAL SALARIES	\$ 97,465.00	\$ 61,002.77	\$ 8,122.08	\$ 36,462.23	\$ 0.00	100.00
1150	CLERICAL SALARIES	\$ 25,617.00	\$ 12,808.50	\$ 2,134.75	\$ 12,808.50	\$ 0.00	100.00
2100	FICA	\$ 9,109.00	\$ 5,454.28	\$ 759.07	\$ 3,654.59	\$ 0.13	100.00
2210	VSRS	\$ 8,305.00	\$ 4,602.92	\$ 692.11	\$ 3,702.42	\$ 0.34	100.00
2300	HOSPITAL/MEDICAL PLANS	\$ 9,724.00	\$ 5,266.91	\$ 810.38	\$ 4,457.09	\$ 0.00	100.00
2400	LIFE INSURANCE	\$ 205.00	\$ 113.72	\$ 17.11	\$ 91.53	\$ 0.25	100.12
2750	RETIREE HEALTH CARE CREDIT	\$ 440.00	\$ 243.76	\$ 36.65	\$ 196.06	\$ 0.18	99.96
3320	MAINT CONTRACTS	\$ 154.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 154.00	0.00
6000	SUPPLIES	\$ 125.00	\$ 0.00	\$ 0.00	\$ 29.00	\$ 96.00	23.20
61210	GUIDANCE SERVICES	\$ 151,144.00	\$ 89,492.86	\$ 12,572.15	\$ 61,401.42	\$ 249.72	99.83
	FUNC 61320 MEDIA SERVICES						
1122	LIBRARIAN SALARIES	\$ 51,647.00	\$ 34,431.36	\$ 4,303.91	\$ 17,215.64	\$ 0.00	100.00
1520	SUBSTITUTE WAGES	\$ 200.00	\$ 0.00	\$ 40.00	\$ 40.00	\$ 160.00	20.00
2100	FICA	\$ 3,972.00	\$ 2,636.84	\$ 332.72	\$ 1,321.70	\$ 13.46	99.66
2210	VSRS	\$ 5,851.00	\$ 3,900.97	\$ 487.63	\$ 1,950.52	\$ 0.49	100.01
2400	LIFE INSURANCE	\$ 145.00	\$ 96.41	\$ 12.05	\$ 48.20	\$ 0.39	99.73
2750	RETIREE HEALTH CARE CREDIT	\$ 310.00	\$ 206.59	\$ 25.82	\$ 103.28	\$ 0.13	99.96
6000	SUPPLIES	\$ 2,177.00	\$ 945.87	\$ 0.00	\$ 457.34	\$ 773.79	64.46
6030	INSTRUCTIONAL MATERIALS	\$ 9,408.00	\$ 0.00	\$ 0.00	\$ 9,332.97	\$ 75.03	99.20
61320	MEDIA SERVICES	\$ 73,710.00	\$ 42,218.04	\$ 5,202.13	\$ 30,469.65	\$ 1,022.31	98.61
	FUNC 61410 OFFICE OF THE PRINCIPAL						
1126	PRINCIPAL SALARIES	\$ 100,541.00	\$ 50,270.48	\$ 8,378.42	\$ 50,270.52	\$ 0.00	100.00
1127	ASST PRINCIPAL SALARIES	\$ 64,804.00	\$ 37,802.34	\$ 5,400.33	\$ 27,001.65	\$ 0.01	100.00
1150	CLERICAL SALARIES	\$ 35,022.00	\$ 20,671.59	\$ 3,160.58	\$ 14,350.40	\$ 0.01	100.00
1620	SUPPLMTL. SAL. & WAGES	\$ 3,567.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,567.00	0.00
2100	FICA	\$ 14,903.00	\$ 7,938.31	\$ 1,237.54	\$ 6,691.40	\$ 273.29	98.17
2210	VSRS	\$ 21,056.00	\$ 11,333.42	\$ 1,754.66	\$ 9,722.56	\$ 0.02	100.00
2300	HOSPITAL/MEDICAL PLANS	\$ 15,476.00	\$ 8,585.06	\$ 1,289.61	\$ 6,890.26	\$ 0.68	100.00
2400	LIFE INSURANCE	\$ 521.00	\$ 280.09	\$ 43.36	\$ 240.26	\$ 0.65	99.88
2750	RETIREE HEALTH CARE CREDIT	\$ 1,115.00	\$ 600.18	\$ 92.92	\$ 514.87	\$ 0.05	100.00
3000	PURCHASED SERVICES	\$ 698.00	\$ 0.00	\$ 0.00	\$ 778.00	\$ 80.00	111.46
3320	MAINTENANCE CONTRACTS	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
5210	POSTAGE	\$ 2,000.00	\$ 0.00	\$ 459.36	\$ 1,100.25	\$ 899.75	55.01
5500	TRAVEL	\$ 500.00	\$ 0.00	\$ 0.00	\$ 83.13	\$ 416.87	16.63
6000	SUPPLIES	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 636.84	\$ 363.16	63.68
61410	OFFICE OF THE PRINCIPAL	\$ 261,703.00	\$ 137,481.47	\$ 21,816.78	\$ 118,280.14	\$ 5,941.39	97.73
1	REGULAR	\$ 2,226,568.00	\$ 1,328,364.98	\$ 194,209.21	\$ 784,744.18	\$ 113,458.84	94.90
	PGM 2 SPECIAL EDUCATION						
	FUNC 61100 CLASSROOM INSTRUCTION						
1120	INSTRUCTIONAL SALARIES	\$ 203,891.00	\$ 137,815.52	\$ 18,750.89	\$ 66,075.42	\$ 0.06	100.00
1520	SUBSTITUTE WAGES	\$ 5,000.00	\$ 0.00	\$ 280.00	\$ 2,360.00	\$ 2,640.00	47.20
1620	SUPPLMTL. SAL. & WAGES	\$ 2,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 0.00	100.00
2100	FICA	\$ 15,065.00	\$ 9,918.59	\$ 1,444.77	\$ 4,944.69	\$ 201.72	98.66
2210	VSRS	\$ 22,928.00	\$ 15,614.50	\$ 1,951.81	\$ 7,313.68	\$ 0.18	100.00
2300	HOSPITAL/MEDICAL PLANS	\$ 24,407.00	\$ 16,811.04	\$ 1,291.00	\$ 7,595.14	\$ 0.82	100.00
2400	LIFE INSURANCE	\$ 567.00	\$ 385.89	\$ 48.23	\$ 180.74	\$ 0.37	99.93
2750	RETIREE HEALTH CARE CREDIT	\$ 1,214.00	\$ 826.89	\$ 103.36	\$ 387.30	\$ 0.19	100.02

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61100	CLASSROOM INSTRUCTION	\$ 275,072.00	\$ 182,372.43	\$ 24,870.06	\$ 89,856.97	\$ 2,842.60	98.97
2	SPECIAL EDUCATION	\$ 275,072.00	\$ 182,372.43	\$ 24,870.06	\$ 89,856.97	\$ 2,842.60	98.97
204	ELEMENTARY - JOHNSON WILLIAMS MI	\$ 2,501,640.00	\$ 1,510,737.41	\$ 219,079.27	\$ 874,601.15	\$ 116,301.44	95.35
C/C 300 SECONDARY							
PGM 1 REGULAR							
FUNC 61100 CLASSROOM INSTRUCTION							
1121	SALARIES - INSTRUCTIONAL	\$ 17,365.00	\$ 11,576.35	\$ 1,447.06	\$ 5,788.24	\$ 0.41	100.00
1141	SALARIES - TECHNICAL	\$ 879.00	\$ 879.02	\$ 0.00	\$ 0.00	\$ 0.02	100.00
1520	SALARIES - SUBSTITUTE INSTRUCTIO	\$ 7,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 7,000.00	0.00
1620	SALARIES - SUPPLEMENTS	\$ 755.00	\$ 631.25	\$ 122.24	\$ 122.24	\$ 1.51	99.80
2100	FICA BENEFITS	\$ 1,822.00	\$ 889.94	\$ 106.15	\$ 396.55	\$ 535.51	70.61
2210	VSRS BENEFITS	\$ 2,067.00	\$ 1,411.39	\$ 163.95	\$ 655.80	\$ 0.19	100.01
2300	HEALTH INSURANCE BENEFITS	\$ 2,980.00	\$ 1,986.57	\$ 248.33	\$ 993.32	\$ 0.11	100.00
2400	GROUP LIFE INSURANCE	\$ 51.00	\$ 34.88	\$ 4.05	\$ 16.20	\$ 0.08	100.16
2700	WORKERS COMPENSATION INSURANCE	\$ 12,616.00	\$ 0.00	\$ 0.00	\$ 12,616.00	\$ 0.00	100.00
2750	RETIREE HEALTH CARE CREDIT	\$ 110.00	\$ 74.73	\$ 8.68	\$ 34.72	\$ 0.55	99.50
3000	PURCHASED SERVICES	\$ 8,283.00	\$ 1,440.00	\$ 1,423.35	\$ 1,558.35	\$ 5,284.65	36.20
5210	POSTAL SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 53.48	\$ 53.48	100.00
5500	TRAVEL	\$ 58.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 58.00	0.00
6000	SUPPLIES	\$ 13,796.00	\$ 7,430.40	\$ 0.00	\$ 4,925.32	\$ 1,440.28	89.56
6013	TESTING SUPPLIES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 53.24	\$ 53.24	100.00
6020	TEXTBOOKS	\$ 20,971.00	\$ 0.00	\$ 0.00	\$ 20,970.97	\$ 0.03	100.00
6030	INSTRUCTIONAL MATERIALS	\$ 15,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 15,000.00	0.00
61100	CLASSROOM INSTRUCTION	\$ 103,753.00	\$ 26,354.53	\$ 3,523.81	\$ 48,184.43	\$ 29,214.04	71.84
FUNC 61180 CLASSROOM INSTRUCTION - TECHNOLOGY							
1120	INSTRUCTIONAL SALARIES	\$ 35,550.00	\$ 23,824.11	\$ 2,938.10	\$ 11,726.00	\$ 0.11	100.00
1140	INSTRUCTIONAL ASSISTANTS	\$ 5,331.00	\$ 1,811.71	\$ 448.50	\$ 1,049.98	\$ 2,469.31	53.68
1620	SUPPLMTL. SAL. & WAGES	\$ 510.00	\$ 254.50	\$ 254.50	\$ 254.50	\$ 1.00	99.80
2100	FICA	\$ 2,816.00	\$ 1,774.84	\$ 261.76	\$ 929.69	\$ 111.47	96.04
2210	VSRS	\$ 4,581.00	\$ 2,856.39	\$ 382.21	\$ 1,444.53	\$ 280.08	93.89
2300	HOSPITAL/MEDICAL PLANS	\$ 4,314.00	\$ 2,334.87	\$ 291.86	\$ 1,167.44	\$ 811.69	81.18
2400	LIFE INSURANCE	\$ 114.00	\$ 70.59	\$ 9.45	\$ 35.71	\$ 7.70	93.25
2750	RETIREE HEALTH CARE CREDIT	\$ 243.00	\$ 151.27	\$ 20.24	\$ 76.50	\$ 15.23	93.73
61180	CLASSROOM INSTRUCTION - TECHNOLO	\$ 53,459.00	\$ 33,078.28	\$ 4,606.62	\$ 16,684.35	\$ 3,696.37	93.09
FUNC 61210 GUIDANCE SERVICES							
3001	PURCHASED SERVICES-CLEAN	\$ 10,485.00	\$ 7,864.50	\$ 2,621.50	\$ 5,243.00	\$ 2,622.50	125.01
FUNC 61230 HOMEBOUND INSTRUCTION							
1321	SALARIES/WAGES - PART TIME - INS	\$ 1,195.00	\$ 0.00	\$ 475.00	\$ 1,195.00	\$ 0.00	100.00
2100	FICA BENEFITS	\$ 92.00	\$ 0.00	\$ 36.34	\$ 91.42	\$ 0.58	99.37
5500	TRAVEL	\$ 385.00	\$ 0.00	\$ 23.31	\$ 105.12	\$ 279.88	27.30
61230	HOMEBOUND INSTRUCTION	\$ 1,672.00	\$ 0.00	\$ 534.65	\$ 1,391.54	\$ 280.46	83.23
FUNC 61310 IMPROVEMENT OF INSTRUCTION							
1125	SALARIES - SPECIALIST	\$ 57,214.00	\$ 30,356.37	\$ 4,767.78	\$ 26,857.29	\$ 0.34	100.00
1325	SALARIES/WAGES - PART TIME SPECI	\$ 974.00	\$ 0.00	\$ 0.00	\$ 973.95	\$ 0.05	99.99
1620	SUPPLMTL. SAL. & WAGES	\$ 3,394.00	\$ 0.00	\$ 0.00	\$ 3,393.64	\$ 0.36	99.99
2100	FICA BENEFITS	\$ 4,663.00	\$ 2,304.00	\$ 362.06	\$ 2,358.99	\$ 0.01	100.00

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2210	VRSR BENEFITS	\$ 6,483.00	\$ 3,439.66	\$ 540.19	\$ 3,042.93	\$ 0.41	99.99
2300	HEALTH INSURANCE BENEFITS	\$ 4,084.00	\$ 2,212.10	\$ 340.36	\$ 1,871.98	\$ 0.08	100.00
2400	GROUP LIFE INSURANCE	\$ 160.00	\$ 85.00	\$ 13.35	\$ 75.20	\$ 0.20	100.12
2750	RETIREE HEALTH CARE CREDIT	\$ 343.00	\$ 182.13	\$ 28.61	\$ 161.16	\$ 0.29	100.08
3000	PURCHASED SERVICES	\$ 7,937.00	\$ 0.00	\$ 413.69	\$ 9,862.33	\$ 1,925.33	124.26
5210	POSTAL SERVICES	\$ 0.00	\$ 0.00	\$ 126.70	\$ 126.70	\$ 126.70	100.00
5500	TRAVEL	\$ 7,653.00	\$ 0.00	\$ 1,172.31	\$ 7,963.48	\$ 310.48	104.06
5810	DUES & MEMBERSHIPS	\$ 7,450.00	\$ 0.00	\$ 0.00	\$ 1,993.94	\$ 5,456.06	26.76
6000	SUPPLIES	\$ 1,500.00	\$ 0.00	\$ 13.00	\$ 2,720.18	\$ 1,220.18	181.35
61310	IMPROVEMENT OF INSTRUCTION	\$ 101,855.00	\$ 38,579.26	\$ 7,778.05	\$ 61,401.77	\$ 1,873.97	98.16
1	REGULAR	\$ 271,224.00	\$ 105,876.57	\$ 19,064.63	\$ 132,905.09	\$ 32,442.34	88.04
PGM 2 SPECIAL EDUCATION							
FUNC 61100 CLASSROOM INSTRUCTION							
1141	SALARIES - TECHNICAL	\$ 11,195.00	\$ 8,200.00	\$ 1,025.00	\$ 2,995.00	\$ 0.00	100.00
1521	SUBSTITUTE - TECHNICAL	\$ 1,375.00	\$ 0.00	\$ 0.00	\$ 1,105.00	\$ 270.00	80.36
2100	FICA BENEFITS	\$ 962.00	\$ 627.31	\$ 78.41	\$ 313.64	\$ 21.05	97.81
2210	VRSR BENEFITS	\$ 1,394.00	\$ 929.07	\$ 116.13	\$ 464.52	\$ 0.41	99.97
2400	GROUP LIFE INSURANCE	\$ 35.00	\$ 22.96	\$ 2.87	\$ 11.48	\$ 0.56	98.40
2750	RETIREE HEALTH CARE CREDIT	\$ 74.00	\$ 49.20	\$ 6.15	\$ 24.60	\$ 0.20	99.73
3000	PURCHASED SERVICES	\$ 12,277.00	\$ 5,376.00	\$ 0.00	\$ 0.00	\$ 6,901.00	43.79
61100	CLASSROOM INSTRUCTION	\$ 27,312.00	\$ 15,204.54	\$ 1,228.56	\$ 4,914.24	\$ 7,193.22	73.66
FUNC 61310 IMPROVEMENT OF INSTRUCTION							
1110	SALARIES	\$ 53,144.00	\$ 28,639.96	\$ 4,313.67	\$ 24,503.17	\$ 0.87	100.00
1150	SALARIES - CLERICAL	\$ 32,887.00	\$ 16,443.52	\$ 2,740.58	\$ 16,443.48	\$ 0.00	100.00
1350	SALARIES/WAGES - PART TIME - CLE	\$ 66.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 66.00	0.00
2100	FICA BENEFITS	\$ 6,473.00	\$ 3,390.00	\$ 530.30	\$ 3,077.76	\$ 5.24	99.92
2210	VRSR BENEFITS	\$ 9,747.00	\$ 5,107.98	\$ 799.24	\$ 4,639.22	\$ 0.20	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 8,049.00	\$ 4,176.54	\$ 662.32	\$ 3,872.63	\$ 0.17	100.00
2400	GROUP LIFE INSURANCE	\$ 241.00	\$ 126.24	\$ 19.75	\$ 114.64	\$ 0.12	99.95
2750	RETIREE HEALTH CARE CREDIT	\$ 516.00	\$ 270.51	\$ 42.32	\$ 245.65	\$ 0.16	100.03
3000	PURCHASED SERVICES	\$ 3,100.00	\$ 0.00	\$ 3,003.00	\$ 5,863.00	\$ 2,763.00	189.13
3320	MAINTENANCE SERVICE CONTRACTS	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00
61310	IMPROVEMENT OF INSTRUCTION	\$ 115,223.00	\$ 58,154.75	\$ 12,111.18	\$ 58,759.55	\$ 1,691.30	101.47
2	SPECIAL EDUCATION	\$ 142,535.00	\$ 73,359.29	\$ 13,339.74	\$ 63,673.79	\$ 5,501.92	96.14
PGM 4 GIFTED & TALENTED							
FUNC 61100 CLASSROOM INSTRUCTION							
1620	SALARIES - SUPPLEMENTS	\$ 881.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 881.00	0.00
2100	FICA BENEFITS	\$ 67.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 67.00	0.00
7000	JOINT OPERATIONS	\$ 15,500.00	\$ 0.00	\$ 0.00	\$ 16,376.00	\$ 876.00	105.65
61100	CLASSROOM INSTRUCTION	\$ 16,448.00	\$ 0.00	\$ 0.00	\$ 16,376.00	\$ 72.00	99.56
4	GIFTED & TALENTED	\$ 16,448.00	\$ 0.00	\$ 0.00	\$ 16,376.00	\$ 72.00	99.56
300	SECONDARY	\$ 430,207.00	\$ 179,235.86	\$ 32,404.37	\$ 212,954.88	\$ 38,016.26	91.16

C/C 305 SECONDARY - CLARKE COUNTY HIGH SCHOOL

PGM 1 REGULAR

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FUNC 61100 CLASSROOM INSTRUCTION							
1120	INSTRUCTIONAL SALARIES	\$ 1,691,425.00	\$ 1,123,746.83	\$ 138,073.86	\$ 567,677.72	\$ 0.45	100.00
1151	INSTRUCTIONAL AIDES SALARIES	\$ 74,594.00	\$ 48,969.33	\$ 7,129.71	\$ 25,624.52	\$ 0.15	100.00
1321	SALARIES/WAGES - PART TIME - INS	\$ 23,739.00	\$ 0.00	\$ 4,275.48	\$ 23,739.08	\$ 0.08-	100.00
1351	SALARIES/WAGES - P/T - INST AIDE	\$ 179.00	\$ 0.00	\$ 0.00	\$ 178.50	\$ 0.50	99.72
1520	SUBSTITUTE WAGES	\$ 29,800.00	\$ 0.00	\$ 3,559.98	\$ 10,124.99	\$ 19,675.01	33.98
1521	SUBSTITUTE-INSTRUCTIONAL AIDE WA	\$ 1,000.00	\$ 0.00	\$ 65.00	\$ 705.00	\$ 295.00	70.50
1620	SUPPLMTL. SAL. & WAGES	\$ 190,171.00	\$ 34,719.40	\$ 37,478.15	\$ 77,044.13	\$ 78,407.47	58.77
1650	NATIONAL BOARD CERTIFIED TEACHER	\$ 2,500.00	\$ 0.00	\$ 2,500.00	\$ 2,500.00	\$ 0.00	100.00
2100	FICA	\$ 145,002.00	\$ 87,364.16	\$ 13,941.66	\$ 50,112.73	\$ 7,525.11	94.81
2210	VSRS	\$ 200,089.00	\$ 132,868.74	\$ 16,743.87	\$ 67,219.48	\$ 0.78	100.00
2300	HOSPITAL/MEDICAL PLANS	\$ 190,451.00	\$ 125,851.19	\$ 16,237.89	\$ 64,599.12	\$ 0.69	100.00
2400	LIFE INSURANCE	\$ 4,944.00	\$ 3,283.61	\$ 413.75	\$ 1,659.72	\$ 0.67	99.99
2750	RETIREE HEALTH CARE CREDIT	\$ 10,593.00	\$ 7,036.30	\$ 886.66	\$ 3,556.74	\$ 0.04-	100.00
3000	PURCHASED SERVICES	\$ 75.00	\$ 0.00	\$ 0.00	\$ 75.00	\$ 0.00	100.00
3115	PURCHASED SERVICES ATHLETICS	\$ 40,000.00	\$ 23,981.46	\$ 3,996.91	\$ 24,038.30	\$ 8,019.76-	120.05
3320	MAINTENANCE CONTRACTS	\$ 780.00	\$ 107.74	\$ 12.26	\$ 667.71	\$ 4.55	99.42
5230	TELECOMMUNICATIONS	\$ 8,500.00	\$ 0.00	\$ 763.76	\$ 3,406.48	\$ 5,093.52	40.08
5810	DUES AND MEMBERSHIPS	\$ 172.00	\$ 0.00	\$ 0.00	\$ 171.41	\$ 0.59	99.66
6000	SUPPLIES	\$ 6,623.00	\$ 0.00	\$ 43.70	\$ 5,240.65	\$ 1,382.35	79.13
6020	TEXTBOOKS	\$ 18,450.00	\$ 0.00	\$ 0.00	\$ 18,484.61	\$ 34.61-	100.19
6030	INSTRUCTIONAL MATERIALS	\$ 17,777.00	\$ 0.00	\$ 865.01	\$ 6,914.13	\$ 10,862.87	38.89
6115	SUPPLIES GRADUATION	\$ 5,627.00	\$ 0.00	\$ 1,580.81	\$ 1,591.85	\$ 4,035.15	28.29

61100	CLASSROOM INSTRUCTION	\$ 2,662,491.00	\$ 1,587,928.76	\$ 248,568.46	\$ 955,331.87	\$ 119,230.37	95.52

FUNC 61180 CLASSROOM INSTRUCTION - TECHNOLOGY							
1620	SUPPLMTL. SAL. & WAGES	\$ 1,000.00	\$ 305.40	\$ 50.90	\$ 203.60	\$ 491.00	50.90
2100	FICA	\$ 77.00	\$ 23.37	\$ 3.89	\$ 15.57	\$ 38.06	50.57
5001	TELECOMMUNICATIONS	\$ 1,200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,200.00	0.00
6000	MATERIALS AND SUPPLIES	\$ 5,776.00	\$ 0.00	\$ 0.00	\$ 2,804.89	\$ 2,971.11	48.56
6040	SOFTWARE/ON-LINE CONTENT	\$ 1,685.00	\$ 0.00	\$ 0.00	\$ 1,685.00	\$ 0.00	100.00
6050	NONCAPITALIZED TECHNOLOGY HARDWA	\$ 323.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 323.00	0.00

61180	CLASSROOM INSTRUCTION - TECHNOLO	\$ 10,061.00	\$ 328.77	\$ 54.79	\$ 4,709.06	\$ 5,023.17	50.07

FUNC 61210 GUIDANCE SERVICES							
1120	INSTRUCTIONAL SALARIES	\$ 111,049.00	\$ 68,864.02	\$ 9,254.07	\$ 42,184.79	\$ 0.19	100.00
1150	CLERICAL SALARIES	\$ 24,804.00	\$ 12,402.00	\$ 2,067.00	\$ 12,402.00	\$ 0.00	100.00
1321	SALARIES/WAGES - PART TIME - INS	\$ 700.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 700.00	0.00
1620	SUPPLMTL. SAL. & WAGES	\$ 1,000.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 0.00	100.00
2100	FICA	\$ 10,320.00	\$ 6,118.80	\$ 890.64	\$ 4,148.07	\$ 53.13	99.49
2210	VSRS	\$ 15,392.00	\$ 9,207.46	\$ 1,282.67	\$ 6,184.65	\$ 0.11-	100.00
2300	HOSPITAL/MEDICAL PLANS	\$ 14,587.00	\$ 8,508.99	\$ 1,215.57	\$ 6,077.85	\$ 0.16	100.00
2400	LIFE INSURANCE	\$ 381.00	\$ 227.54	\$ 31.70	\$ 152.85	\$ 0.61	99.84
2750	RETIREE HEALTH CARE CREDIT	\$ 816.00	\$ 487.74	\$ 67.92	\$ 327.49	\$ 0.77	99.91
6000	SUPPLIES	\$ 915.00	\$ 0.00	\$ 0.00	\$ 173.33	\$ 741.67	18.94

61210	GUIDANCE SERVICES	\$ 179,964.00	\$ 106,316.55	\$ 15,309.57	\$ 72,151.03	\$ 1,496.42	99.17

FUNC 61320 MEDIA SERVICES							
1122	LIBRARIAN SALARIES	\$ 46,412.00	\$ 30,941.33	\$ 3,867.67	\$ 15,470.68	\$ 0.01-	100.00
1520	SUBSTITUTE WAGES	\$ 200.00	\$ 0.00	\$ 0.00	\$ 80.00	\$ 120.00	40.00
2100	FICA	\$ 3,192.00	\$ 2,117.48	\$ 264.69	\$ 1,064.88	\$ 9.64	99.70
2210	VSRS	\$ 5,259.00	\$ 3,506.11	\$ 438.21	\$ 1,752.84	\$ 0.05	100.00
2300	HOSPITAL/MEDICAL PLANS	\$ 5,306.00	\$ 3,537.68	\$ 442.21	\$ 1,768.84	\$ 0.52-	100.01
2400	LIFE INSURANCE	\$ 130.00	\$ 86.63	\$ 10.83	\$ 43.32	\$ 0.05	99.96
2750	RETIREE HEALTH CARE CREDIT	\$ 278.00	\$ 185.64	\$ 23.21	\$ 92.84	\$ 0.48-	100.17

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5810	DUES, SUBSCRIPTIONS & MEMBERSHIP	\$ 887.00	\$ 0.00	\$ 0.00	\$ 887.00	\$ 0.00	100.00
6000	SUPPLIES	\$ 1,214.00	\$ 0.00	\$ 43.80	\$ 909.97	\$ 304.03	74.96
6030	INSTRUCTIONAL MATERIALS	\$ 4,743.00	\$ 0.00	\$ 0.00	\$ 2,398.48	\$ 2,344.52	50.57
61320	MEDIA SERVICES	\$ 67,621.00	\$ 40,374.87	\$ 5,090.62	\$ 24,468.85	\$ 2,777.28	95.89
FUNC 61410 OFFICE OF THE PRINCIPAL							
1126	PRINCIPAL SALARIES	\$ 105,000.00	\$ 52,500.00	\$ 8,750.00	\$ 52,500.00	\$ 0.00	100.00
1127	ASST PRINCIPAL SALARIES	\$ 139,247.00	\$ 81,227.43	\$ 11,603.91	\$ 58,019.55	\$ 0.02	100.00
1150	CLERICAL SALARIES	\$ 75,805.00	\$ 41,299.26	\$ 6,497.16	\$ 34,505.55	\$ 0.19	100.00
1620	SUPPLMTL. SAL. & WAGES	\$ 2,309.00	\$ 1,205.40	\$ 950.90	\$ 1,103.60	\$ 0.00	100.00
1850	SALARIES-SUBSTITUTE CLERICAL	\$ 400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	0.00
2100	FTCA	\$ 24,129.00	\$ 13,153.09	\$ 2,079.51	\$ 10,944.80	\$ 31.11	99.87
2210	VSRS	\$ 36,262.00	\$ 19,830.50	\$ 3,042.24	\$ 16,431.42	\$ 0.08	100.00
2300	HOSPITAL/MEDICAL PLANS	\$ 23,946.00	\$ 13,630.41	\$ 2,062.97	\$ 10,314.85	\$ 0.74	100.00
2400	LIFE INSURANCE	\$ 897.00	\$ 490.06	\$ 75.19	\$ 406.10	\$ 0.84	99.91
2750	RETIREE HEALTH CARE CREDIT	\$ 1,921.00	\$ 1,050.17	\$ 161.10	\$ 870.12	\$ 0.71	99.96
3000	PURCHASED SERVICES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
5210	POSTAGE	\$ 10,000.00	\$ 0.01	\$ 2,137.68	\$ 2,263.68	\$ 7,736.31	22.64
5410	RENTAL AGREEMENTS	\$ 25,000.00	\$ 21,563.42	\$ 2,866.31	\$ 9,273.38	\$ 5,836.80	123.35
5500	TRAVEL	\$ 1,000.00	\$ 0.00	\$ 291.93	\$ 523.25	\$ 476.75	52.33
6000	SUPPLIES	\$ 4,158.00	\$ 0.00	\$ 0.00	\$ 691.54	\$ 3,466.46	16.63
61410	OFFICE OF THE PRINCIPAL	\$ 450,174.00	\$ 245,949.75	\$ 40,518.90	\$ 197,847.84	\$ 6,376.41	98.58
FUNC 61820 INSTRUCTIONAL SUPPORT - TECHNOLOGY							
6000	MATERIALS AND SUPPLIES	\$ 3,000.00	\$ 0.00	\$ 303.17	\$ 655.55	\$ 2,344.45	21.85
1	REGULAR	\$ 3,373,311.00	\$ 1,980,898.70	\$ 309,845.51	\$ 1,255,164.20	\$ 137,248.10	95.93
PGM 2 SPECIAL EDUCATION							
FUNC 61100 CLASSROOM INSTRUCTION							
1120	INSTRUCTIONAL SALARIES	\$ 166,469.00	\$ 110,979.32	\$ 13,872.42	\$ 55,489.68	\$ 0.00	100.00
1151	INSTRUCTIONAL AIDES SALARIES	\$ 49,703.00	\$ 34,567.65	\$ 3,507.42	\$ 15,134.68	\$ 0.67	100.00
1520	SUBSTITUTE WAGES	\$ 4,295.00	\$ 0.00	\$ 792.50	\$ 1,892.52	\$ 2,402.48	44.06
1521	SUBSTITUTE - INSTRUCTIONAL AIDE	\$ 1,625.00	\$ 0.00	\$ 0.00	\$ 1,625.00	\$ 0.00	100.00
1620	SUPPLMTL. SAL. & WAGES	\$ 5,850.00	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00	\$ 2,850.00	51.28
2100	FICA	\$ 17,135.00	\$ 11,047.17	\$ 1,479.69	\$ 5,685.57	\$ 402.26	97.65
2210	VSRS	\$ 24,279.00	\$ 16,490.47	\$ 1,947.05	\$ 7,788.20	\$ 0.33	100.00
2300	HOSPITAL/MEDICAL PLANS	\$ 32,821.00	\$ 22,690.64	\$ 2,431.14	\$ 10,129.75	\$ 0.61	100.00
2400	LIFE INSURANCE	\$ 600.00	\$ 407.53	\$ 48.10	\$ 192.40	\$ 0.07	99.99
2750	RETIREE HEALTH CARE CREDIT	\$ 1,286.00	\$ 873.28	\$ 103.10	\$ 412.40	\$ 0.32	99.98
61100	CLASSROOM INSTRUCTION	\$ 304,063.00	\$ 198,556.06	\$ 25,681.42	\$ 99,850.20	\$ 5,656.74	98.14
2	SPECIAL EDUCATION	\$ 304,063.00	\$ 198,556.06	\$ 25,681.42	\$ 99,850.20	\$ 5,656.74	98.14
PGM 3 VOCATIONAL							
FUNC 61100 CLASSROOM INSTRUCTION							
1121	SALARIES - INSTRUCTIONAL	\$ 350,687.00	\$ 199,929.25	\$ 25,624.46	\$ 116,200.55	\$ 34,557.20	90.15
1351	SALARIES/WAGES - PART TIME - INS	\$ 10,147.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 10,147.00	0.00
1520	SALARIES - SUBSTITUTE INSTRUCTIO	\$ 5,000.00	\$ 0.00	\$ 320.01	\$ 3,640.00	\$ 1,360.00	72.80
1620	SALARIES - SUPPLEMENTS	\$ 4,000.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 0.00	100.00
2100	FICA BENEFITS	\$ 26,742.00	\$ 14,368.25	\$ 1,996.73	\$ 9,105.55	\$ 3,268.20	87.78
2210	VSRS BENEFITS	\$ 40,197.00	\$ 22,651.98	\$ 2,903.26	\$ 13,629.99	\$ 3,915.03	90.26
2300	HEALTH INSURANCE BENEFITS	\$ 35,705.00	\$ 20,191.55	\$ 2,579.22	\$ 11,974.66	\$ 3,538.79	90.09
2400	GROUP LIFE INSURANCE	\$ 994.00	\$ 559.80	\$ 71.75	\$ 336.85	\$ 97.35	90.21

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2750	RETIREE HEALTH CARE CREDIT	\$ 2,129.00	\$ 1,199.58	\$ 153.74	\$ 721.77	\$ 207.65	90.25
2800	FRINGE BENEFITS - ANNUAL LEAVE P	\$ 4,620.00	\$ 0.00	\$ 0.00	\$ 4,620.00	\$ 0.00	100.00
3000	PURCHASED SERVICES	\$ 0.00	\$ 0.00	\$ 376.92	\$ 726.92	\$ 726.92	100.00
6000	MATERIALS AND SUPPLIES	\$ 1,785.00	\$ 0.00	\$ 0.00	\$ 925.23	\$ 859.77	51.83
6030	INSTRUCTIONAL MATERIALS	\$ 336.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 336.00	0.00
61100	CLASSROOM INSTRUCTION	\$ 482,342.00	\$ 260,900.41	\$ 36,026.09	\$ 163,881.52	\$ 57,560.07	88.07
FUNC 61180 CLASSROOM INSTRUCTION - TECHNOLOGY							
6000	MATERIALS & SUPPLIES	\$ 715.00	\$ 0.00	\$ 0.00	\$ 778.00	\$ 63.00	108.81
3	VOCATIONAL	\$ 483,057.00	\$ 260,900.41	\$ 36,026.09	\$ 164,659.52	\$ 57,497.07	88.10
305	SECONDARY - CLARKE COUNTY HIGH S	\$ 4,160,431.00	\$ 2,440,355.17	\$ 371,553.02	\$ 1,519,673.92	\$ 200,401.91	95.18
C/C 307 SECONDARY - ALT ED							
PGM 1 REGULAR							
FUNC 61100 CLASSROOM INSTRUCTION							
1120	INSTRUCTIONAL SALARIES	\$ 108,753.00	\$ 72,576.90	\$ 9,072.12	\$ 36,175.35	\$ 0.75	100.00
1151	INSTRUCTIONAL AIDES SALARIES	\$ 13,267.00	\$ 8,844.68	\$ 1,105.58	\$ 4,422.32	\$ 0.00	100.00
1520	SUBSTITUTE WAGES	\$ 80.00	\$ 0.00	\$ 80.00	\$ 80.00	\$ 0.00	100.00
1521	SUBSTITUTE- INSTRUCTIONAL AIDE W	\$ 520.00	\$ 0.00	\$ 0.00	\$ 325.02	\$ 194.98	62.50
1620	SUPPLMTL. SAL. & WAGES	\$ 1,528.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,528.00	0.00
2100	FICA	\$ 8,705.00	\$ 5,700.74	\$ 718.72	\$ 2,872.45	\$ 131.81	98.49
2210	VSRS	\$ 13,825.00	\$ 9,225.06	\$ 1,153.14	\$ 4,599.74	\$ 0.20	100.00
2300	HOSPITAL/MEDICAL PLANS	\$ 14,837.00	\$ 10,026.27	\$ 1,253.29	\$ 4,810.57	\$ 0.16	100.00
2400	LIFE INSURANCE	\$ 351.00	\$ 228.08	\$ 28.50	\$ 113.67	\$ 9.25	97.36
2750	RETIREE HEALTH CARE CREDIT	\$ 733.00	\$ 488.54	\$ 61.06	\$ 243.57	\$ 0.89	99.88
3320	MAINTENANCE CONTRACTS	\$ 800.00	\$ 386.48	\$ 0.00	\$ 13.52	\$ 400.00	50.00
5210	POSTAL SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.84	\$ 0.84	100.00
5230	TELECOMMUNICATIONS	\$ 1,183.00	\$ 0.00	\$ 107.01	\$ 494.54	\$ 688.46	41.80
5500	TRAVEL	\$ 0.00	\$ 0.00	\$ 0.00	\$ 618.83	\$ 618.83	100.00
6000	SUPPLIES	\$ 1,020.00	\$ 0.00	\$ 0.00	\$ 329.29	\$ 690.71	32.28
6030	INSTRUCTIONAL MATERIALS	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
61100	CLASSROOM INSTRUCTION	\$ 166,102.00	\$ 107,476.75	\$ 13,579.42	\$ 55,099.71	\$ 3,525.54	97.88
FUNC 61180 CLASSROOM INSTRUCTION - TECHNOLOGY							
6000	MATERIALS AND SUPPLIES	\$ 200.00	\$ 0.00	\$ 0.00	\$ 165.29	\$ 34.71	82.64
6040	Software/Online Content	\$ 6,063.00	\$ 0.00	\$ 0.00	\$ 6,062.50	\$ 0.50	99.99
61180	CLASSROOM INSTRUCTION - TECHNOLO	\$ 6,263.00	\$ 0.00	\$ 0.00	\$ 6,227.79	\$ 35.21	99.44
1	REGULAR	\$ 172,365.00	\$ 107,476.75	\$ 13,579.42	\$ 61,327.50	\$ 3,560.75	97.93
307	SECONDARY - ALT ED	\$ 172,365.00	\$ 107,476.75	\$ 13,579.42	\$ 61,327.50	\$ 3,560.75	97.93
C/C.900 DISTRICT WIDE							
PGM 0 UNDISTRIBUTED							
FUNC 62110 BOARD SERVICES							
1111	SALARIES - SCHOOL BOARD	\$ 6,100.00	\$ 3,050.02	\$ 508.33	\$ 3,049.98	\$ 0.00	100.00
1350	SALARIES/WAGES - PART TIME - CLE	\$ 6,000.00	\$ 0.00	\$ 250.00	\$ 1,706.25	\$ 4,293.75	28.44
2100	FICA BENEFITS	\$ 926.00	\$ 233.32	\$ 58.01	\$ 363.86	\$ 328.82	64.49
3000	PURCHASED SERVICES	\$ 2,730.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,730.00	0.00
3150	LEGAL	\$ 60,000.00	\$ 0.00	\$ 12,590.55	\$ 23,401.55	\$ 36,598.45	39.00

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3600	ADVERTISING	\$ 550.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 550.00	0.00
5500	TRAVEL	\$ 2,095.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,095.00	0.00
5810	DUES & MEMBERSHIPS	\$ 9,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 8,334.24	\$ 665.76	92.60
6000	SUPPLIES	\$ 1,600.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 125.29	\$ 1,474.71	7.83
62110	BOARD SERVICES	\$ 89,001.00	\$ 3,283.34	\$ 13,406.89	\$ 13,406.89	\$ 36,981.17	\$ 48,736.49	45.24
FUNC 62120 EXECUTIVE SERVICES								
1112	SALARIES - SUPERINTENDENT	\$ 130,000.00	\$ 65,000.02	\$ 10,833.33	\$ 10,833.33	\$ 64,999.98	\$ 0.00	100.00
1114	Other Management Salaries	\$ 40,964.00	\$ 20,481.92	\$ 3,413.68	\$ 3,413.68	\$ 20,482.08	\$ 0.00	100.00
1150	SALARIES - CLERICAL	\$ 53,942.00	\$ 26,970.98	\$ 4,495.17	\$ 4,495.17	\$ 26,971.02	\$ 0.00	100.00
1350	SALARIES - CLERICAL	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 94.90	\$ 105.10	47.45
2100	FICA BENEFITS	\$ 15,930.00	\$ 8,676.57	\$ 769.90	\$ 769.90	\$ 7,244.86	\$ 8.57	99.95
2210	VSRS BENEFITS	\$ 25,615.00	\$ 12,774.92	\$ 2,129.15	\$ 2,129.15	\$ 12,840.20	\$ 0.12	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 20,615.00	\$ 10,307.52	\$ 1,717.92	\$ 1,717.92	\$ 10,307.52	\$ 0.04	100.00
2400	GROUP LIFE INSURANCE	\$ 632.00	\$ 315.70	\$ 52.62	\$ 52.62	\$ 315.72	\$ 0.58	99.91
2750	RETIREE HEALTH CARE CREDIT	\$ 1,352.00	\$ 677.12	\$ 112.45	\$ 112.45	\$ 674.70	\$ 0.18	99.99
2840	TAX SHELTERED ANNUITY	\$ 20,000.00	\$ 0.00	\$ 833.33	\$ 833.33	\$ 14,999.98	\$ 5,000.02	75.00
2860	AUTOMOBILE ALLOWANCE	\$ 650.00	\$ 0.00	\$ 50.00	\$ 50.00	\$ 300.00	\$ 350.00	46.15
3000	PURCHASED SERVICES	\$ 2,200.00	\$ 0.00	\$ 1,149.75	\$ 1,149.75	\$ 4,110.90	\$ 1,910.90	186.86
5210	POSTAGE	\$ 8,000.00	\$ 820.00	\$ 431.96	\$ 431.96	\$ 2,806.30	\$ 4,373.70	45.33
5230	TELECOMMUNICATIONS	\$ 1,500.00	\$ 0.00	\$ 4.09	\$ 4.09	\$ 13.90	\$ 1,486.10	0.93
5410	EQUIPMENT LEASE	\$ 12,546.00	\$ 5,626.77	\$ 0.00	\$ 0.00	\$ 1,873.23	\$ 5,046.00	59.78
5500	TRAVEL	\$ 3,000.00	\$ 0.00	\$ 703.18	\$ 703.18	\$ 2,047.92	\$ 952.08	68.26
5800	MISCELLANEOUS	\$ 0.00	\$ 102.14	\$ 0.00	\$ 0.00	\$ 171.45	\$ 273.59	100.00
5810	DUES & MEMBERSHIPS	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 622.50	\$ 1,377.50	31.13
6000	SUPPLIES	\$ 8,000.00	\$ 2,400.00	\$ 787.72	\$ 787.72	\$ 2,689.58	\$ 2,910.42	63.62
62120	EXECUTIVE SERVICES	\$ 347,146.00	\$ 154,153.66	\$ 27,484.25	\$ 27,484.25	\$ 173,566.74	\$ 19,425.60	94.40
FUNC 62140 PERSONNEL SERVICES								
1114	PROFESSIONAL	\$ 110,291.00	\$ 55,145.50	\$ 9,190.92	\$ 9,190.92	\$ 55,145.52	\$ 0.02	100.00
1150	SALARIES - CLERICAL	\$ 33,888.00	\$ 16,895.02	\$ 2,913.33	\$ 2,913.33	\$ 16,992.48	\$ 0.50	100.00
1300	PART-TIME SALARIES	\$ 1,130.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 650.00	\$ 480.00	57.52
2100	FICA BENEFITS	\$ 10,494.00	\$ 5,199.99	\$ 874.14	\$ 874.14	\$ 5,257.21	\$ 36.80	99.65
2210	VSRS BENEFITS	\$ 16,324.00	\$ 8,161.71	\$ 1,360.36	\$ 1,360.36	\$ 8,162.16	\$ 0.13	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 4,862.00	\$ 2,430.86	\$ 405.19	\$ 405.19	\$ 2,431.14	\$ 0.00	100.00
2400	GROUP LIFE INSURANCE	\$ 403.00	\$ 201.76	\$ 33.61	\$ 33.61	\$ 201.66	\$ 0.42	100.10
2750	RETIREE HEALTH CARE CREDIT	\$ 865.00	\$ 432.24	\$ 72.04	\$ 72.04	\$ 432.24	\$ 0.52	99.94
3000	PURCHASED SERVICES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 130.00	\$ 370.00	26.00
3002	PURCHASED SERVICES - EMPLOYEE TB	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 21.45	\$ 978.55	2.15
3010	TUITION REIMBURSEMENT	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00
3600	ADVERTISING	\$ 2,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,500.00	0.00
3840	CRIMINAL CHECKS	\$ 5,500.00	\$ 0.00	\$ 207.00	\$ 207.00	\$ 2,561.00	\$ 2,939.00	46.56
5500	TRAVEL	\$ 4,200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 4,200.00	0.00
5810	DUES & MEMBERSHIPS	\$ 492.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 492.00	0.00
6000	SUPPLIES	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 195.31	\$ 804.69	19.53
62140	PERSONNEL SERVICES	\$ 194,449.00	\$ 88,467.08	\$ 15,056.59	\$ 15,056.59	\$ 92,180.17	\$ 13,801.75	92.90
FUNC 63100 MANAGEMENT & DIRECTION								
1114	OTHER MANAGEMENT SALARIES	\$ 40,964.00	\$ 20,482.10	\$ 3,413.65	\$ 3,413.65	\$ 20,481.90	\$ 0.00	100.00
1150	CLERICAL SALARIES	\$ 60,745.00	\$ 30,372.52	\$ 5,062.08	\$ 5,062.08	\$ 30,372.48	\$ 0.00	100.00
2100	FICA BENEFITS	\$ 7,181.00	\$ 3,590.29	\$ 598.39	\$ 598.39	\$ 3,590.34	\$ 0.37	99.99
2210	VSRS	\$ 12,472.00	\$ 6,235.63	\$ 1,039.27	\$ 1,039.27	\$ 6,235.62	\$ 0.75	99.99
2300	HEALTH INSURANCE BENEFITS	\$ 12,608.00	\$ 6,303.86	\$ 1,050.69	\$ 1,050.69	\$ 6,304.14	\$ 0.00	100.00
2400	LIFE INSURANCE	\$ 285.00	\$ 142.41	\$ 23.73	\$ 23.73	\$ 142.38	\$ 0.21	99.93
2750	RETIREE HEALTH CARE CREDIT	\$ 246.00	\$ 122.90	\$ 20.48	\$ 20.48	\$ 122.88	\$ 0.22	99.91
5500	TRAVEL	\$ 1,000.00	\$ 0.00	\$ 12.22	\$ 12.22	\$ 205.58	\$ 794.42	20.56

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6000	SUPPLIES	\$ 0.00	\$ 99.99	\$ 0.00	\$ 89.58	\$ 189.57	100.00
63100	MANAGEMENT & DIRECTION	\$ 135,501.00	\$ 67,349.70	\$ 11,220.51	\$ 67,544.90	\$ 606.40	99.55
FUNC 63200 VEHICLE OPERATION							
1170	SALARIES - VEHICLE OPERATION	\$ 353,441.00	\$ 226,165.38	\$ 31,373.97	\$ 116,832.23	\$ 10,443.39	97.05
1172	BUS DRIVER PART TIME SALARIES	\$ 91,225.00	\$ 0.00	\$ 9,452.99	\$ 59,168.50	\$ 32,056.50	64.86
1850	SALARIES - SUBSTITUTE	\$ 3,436.00	\$ 0.00	\$ 312.77	\$ 3,435.77	\$ 0.23	99.99
2100	FICA BENEFITS	\$ 32,372.00	\$ 15,614.61	\$ 3,106.98	\$ 12,844.86	\$ 3,912.53	87.91
2210	VSRS	\$ 45,787.00	\$ 29,007.28	\$ 4,491.90	\$ 15,433.72	\$ 1,346.00	97.06
2300	HEALTH INSURANCE BENEFITS	\$ 74,290.00	\$ 50,245.22	\$ 6,280.46	\$ 24,044.24	\$ 0.54	100.00
2400	LIFE INSURANCE	\$ 1,000.00	\$ 633.26	\$ 97.98	\$ 337.19	\$ 29.55	97.05
2700	WORKERS COMPENSATION INSURANCE	\$ 13,713.00	\$ 0.00	\$ 0.00	\$ 13,713.00	\$ 0.00	100.00
2750	RETIREE HEALTH CARE CREDIT	\$ 89.00	\$ 55.94	\$ 6.99	\$ 33.22	\$ 0.16	100.18
2800	OTHER BENEFITS - ANNUAL LEAVE PA	\$ 3,615.00	\$ 0.00	\$ 3,615.00	\$ 3,615.00	\$ 0.00	100.00
3000	PURCHASED SERVICES	\$ 2,606.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,606.00	0.00
3110	HEALTH	\$ 3,446.00	\$ 0.00	\$ 926.80	\$ 2,827.20	\$ 618.80	82.04
5300	INSURANCE	\$ 20,384.00	\$ 0.00	\$ 0.00	\$ 20,496.50	\$ 112.50	100.55
5500	TRAVEL	\$ 299.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 299.00	0.00
5800	MISCELLANEOUS	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00
6000	SUPPLIES	\$ 852.00	\$ 0.00	\$ 385.73	\$ 532.33	\$ 319.67	62.48
6008	FUEL	\$ 158,000.00	\$ 0.00	\$ 17,183.89	\$ 66,316.40	\$ 91,683.60	41.97
6014	OTHER OPERATING SUPPLIES	\$ 686.00	\$ 0.00	\$ 0.00	\$ 128.93	\$ 557.07	18.79
63200	VEHICLE OPERATION	\$ 806,241.00	\$ 321,721.69	\$ 77,235.46	\$ 339,759.09	\$ 144,760.22	82.05
FUNC 63300 MONITORING							
1190	SALARIES - SERVICE	\$ 10,718.00	\$ 7,230.03	\$ 903.76	\$ 3,487.00	\$ 0.97	99.99
1850	Salaries - Substitutes	\$ 43.00	\$ 0.00	\$ 0.00	\$ 43.05	\$ 0.05	100.12
2100	FICA BENEFITS	\$ 824.00	\$ 553.10	\$ 69.14	\$ 270.07	\$ 0.83	99.90
2210	VRS	\$ 908.00	\$ 458.53	\$ 116.49	\$ 449.46	\$ 0.01	100.00
2400	Group Life	\$ 20.00	\$ 9.96	\$ 2.53	\$ 9.77	\$ 0.27	98.65
63300	MONITORING	\$ 12,513.00	\$ 8,251.62	\$ 1,091.92	\$ 4,259.35	\$ 2.03	99.98
FUNC 63400 VEHICLE MAINTENANCE							
1140	SALARIES - MECHANIC	\$ 43,769.00	\$ 21,884.48	\$ 3,647.42	\$ 21,884.52	\$ 0.00	100.00
2100	FICA	\$ 3,011.00	\$ 1,505.20	\$ 250.87	\$ 1,505.22	\$ 0.58	99.98
2210	VSRS	\$ 5,642.00	\$ 2,820.92	\$ 470.15	\$ 2,820.90	\$ 0.18	100.00
2300	HOSPITAL/MEDICAL PLANS	\$ 5,306.00	\$ 2,652.74	\$ 442.21	\$ 2,653.26	\$ 0.00	100.00
2400	LIFE INSURANCE	\$ 123.00	\$ 61.29	\$ 10.21	\$ 61.26	\$ 0.45	99.63
3000	REPAIRS & MAINTENANCE	\$ 5,000.00	\$ 0.00	\$ 285.00	\$ 3,544.64	\$ 1,455.36	70.89
6009	SUPPLIES	\$ 43,000.00	\$ 0.00	\$ 2,432.49	\$ 35,759.03	\$ 7,240.97	83.16
63400	VEHICLE MAINTENANCE	\$ 105,851.00	\$ 28,924.63	\$ 7,538.35	\$ 68,228.83	\$ 8,697.54	91.78
FUNC 64100 MANAGEMENT AND DIRECTION							
1110	ADMINISTRATIVE SALARIES	\$ 33,475.00	\$ 18,200.04	\$ 3,033.32	\$ 15,274.19	\$ 0.77	100.00
1150	CLERICAL SALARIES	\$ 20,852.00	\$ 10,400.04	\$ 1,733.32	\$ 10,451.34	\$ 0.62	100.00
2100	FICA	\$ 3,926.00	\$ 2,068.92	\$ 344.82	\$ 1,856.47	\$ 0.61	99.98
2210	VSRS	\$ 7,573.00	\$ 3,946.80	\$ 657.80	\$ 3,625.46	\$ 0.74	99.99
2300	HOSPITAL/MEDICAL PLANS	\$ 3,532.00	\$ 1,936.50	\$ 322.75	\$ 1,594.82	\$ 0.68	99.98
2400	LIFE INSURANCE	\$ 256.00	\$ 80.12	\$ 13.34	\$ 175.37	\$ 0.51	99.80
5500	TRAVEL	\$ 392.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 392.00	0.00
5810	DUES,SUBSCRIPTIONS & MEMBERSHIPS	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00
6000	MATERIALS AND SUPPLIES	\$ 217.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 217.00	0.00
64100	MANAGEMENT AND DIRECTION	\$ 70,423.00	\$ 36,632.42	\$ 6,105.35	\$ 32,977.65	\$ 812.93	98.85

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

FUNC 64200 BUILDING SERVICES							
1140	SALARIES - MAINTENANCE	\$ 126,966.00	\$ 63,464.88	\$ 10,577.50	\$ 63,500.65	\$ 0.47	100.00
1191	SALARIES - CUSTODIAL	\$ 1,200.00	\$ 0.00	\$ 1,200.00	\$ 1,200.00	\$ 0.00	100.00
1890	SALARIES P/T CUSTODIANS	\$ 57.00	\$ 0.00	\$ 0.00	\$ 57.38	\$ 0.38	100.67
2100	FICA BENEFITS	\$ 8,877.00	\$ 4,395.29	\$ 824.35	\$ 4,480.91	\$ 0.80	99.99
2210	VSRS BENEFITS	\$ 16,445.00	\$ 8,400.05	\$ 1,399.98	\$ 8,044.83	\$ 0.12	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 17,859.00	\$ 8,857.19	\$ 1,476.18	\$ 9,001.43	\$ 0.38	100.00
2400	GROUP LIFE INSURANCE	\$ 584.00	\$ 177.75	\$ 29.60	\$ 405.82	\$ 0.43	99.93
2700	WORKERS COMPENSATION INSURANCE	\$ 12,144.00	\$ 0.00	\$ 0.00	\$ 12,144.00	\$ 0.00	100.00
3000	PURCHASED SERVICES	\$ 118,787.00	\$ 9,069.28	\$ 2,617.00	\$ 9,204.79	\$ 100,512.93	15.38
3320	MAINTENANCE SERVICE CONTRACTS	\$ 23,386.00	\$ 1,568.00	\$ 0.00	\$ 7,894.16	\$ 13,923.84	40.46
3600	ADVERTISING	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00
5101	ELECTRICITY	\$ 2,950.00	\$ 0.00	\$ 0.00	\$ 1,441.21	\$ 1,508.79	48.85
5102	HEATING FUEL	\$ 4,466.00	\$ 0.00	\$ 0.00	\$ 715.55	\$ 3,750.45	16.02
5103	WATER & SEWER	\$ 292.00	\$ 0.00	\$ 20.57	\$ 113.14	\$ 178.86	38.75
5210	POSTAL SERVICES	\$ 1,200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,200.00	0.00
5230	TELEPHONE	\$ 2,312.00	\$ 249.86	\$ 122.10	\$ 577.12	\$ 1,485.02	35.77
5300	INSURANCE	\$ 25,000.00	\$ 0.00	\$ 0.00	\$ 20,496.50	\$ 4,503.50	81.99
5400	LEASES AND RENTALS	\$ 33,000.00	\$ 0.00	\$ 0.00	\$ 17,100.00	\$ 15,900.00	51.82
5540	TRAVEL & EDUCATION	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00
5801	MISCELLANEOUS	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
6005	SUPPLIES	\$ 29,550.00	\$ 11,000.00	\$ 14.35	\$ 61.28	\$ 18,488.72	37.43
6007	SUPPLIES - BUILDING MATERIALS	\$ 27,415.00	\$ 2,547.21	\$ 20.99	\$ 6,453.25	\$ 18,414.54	32.83
6008	VEHICLE AND EQUIP FUEL	\$ 5,000.00	\$ 0.00	\$ 75.04	\$ 462.51	\$ 4,537.49	9.25

64200	BUILDING SERVICES	\$ 457,990.00	\$ 109,729.51	\$ 18,377.66	\$ 163,354.53	\$ 184,905.96	59.63

FUNC 64300 GROUNDS SERVICES							
3000	PURCHASED SERVICES	\$ 38,850.00	\$ 0.00	\$ 0.00	\$ 17,874.50	\$ 20,975.50	46.01
6000	SUPPLIES	\$ 2,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,500.00	0.00

64300	GROUNDS SERVICES	\$ 41,350.00	\$ 0.00	\$ 0.00	\$ 17,874.50	\$ 23,475.50	43.23

FUNC 64600 SECURITY SERVICES							
1342	PART-TIME SECURITY	\$ 26,383.00	\$ 0.00	\$ 1,178.04	\$ 5,242.16	\$ 21,140.84	19.87
2100	FICA BENEFITS	\$ 2,018.00	\$ 0.00	\$ 90.12	\$ 400.99	\$ 1,617.01	19.87
6000	MATERIALS AND SUPPLIES	\$ 250.00	\$ 0.00	\$ 0.00	\$ 156.38	\$ 93.62	62.55

64600	SECURITY SERVICES	\$ 28,651.00	\$ 0.00	\$ 1,268.16	\$ 5,799.53	\$ 22,851.47	20.24

FUNC 65100 SCHOOL FOOD							
9200	TRANSFER TO FOOD SERVICE FUND	\$ 100,000.00	\$ 0.00	\$ 0.00	\$ 36,227.93	\$ 136,227.93	-36.23

FUNC 67300 CONTINGENCIES							
5310	VARIOUS	\$ 100,995.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100,995.00	0.00

0	UNDISTRIBUTED	\$ 2,490,111.00	\$ 818,513.65	\$ 178,785.14	\$ 966,298.53	\$ 705,298.82	71.68

PGM 6 SUMMER							

FUNC 61100 CLASSROOM INSTRUCTION							
1121	SALARIES - INSTRUCTIONAL	\$ 32,000.00	\$ 0.00	\$ 0.00	\$ 32,000.00	\$ 0.00	100.00
1141	SALARIES - TECHNICAL	\$ 11,425.00	\$ 0.00	\$ 0.00	\$ 11,425.00	\$ 0.00	100.00
2100	FICA BENEFITS	\$ 3,063.00	\$ 0.00	\$ 0.00	\$ 3,062.65	\$ 0.35	99.99
6000	SUPPLIES	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00

61100	CLASSROOM INSTRUCTION	\$ 47,488.00	\$ 0.00	\$ 0.00	\$ 46,487.65	\$ 1,000.35	97.89

6	SUMMER	\$ 47,488.00	\$ 0.00	\$ 0.00	\$ 46,487.65	\$ 1,000.35	97.89

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PGM 7 ADULT							
FUNC 61100 CLASSROOM INSTRUCTION							
7000	JOINT OPERATIONS	\$ 2,350.00	\$ 0.00	\$ 0.00	\$ 2,040.60	\$ 309.40	86.83
900	DISTRICT WIDE	\$ 2,539,949.00	\$ 818,513.65	\$ 178,785.14	\$ 1,014,826.78	\$ 706,608.57	72.18
C/C 901 BERRYVILLE PRIMARY							
PGM 2 SPECIAL EDUCATION							
FUNC 61100 CLASSROOM INSTRUCTION							
1121	SALARIES - INSTRUCTIONAL	\$ 15,046.00	\$ 10,942.41	\$ 1,367.79	\$ 4,103.39	\$ 0.20	100.00
1151	SPECIAL ED AIDE	\$ 21,807.00	\$ 17,377.09	\$ 1,085.83	\$ 4,429.78	\$ 0.13	100.00
1520	SALARIES - SUBSTITUTE INSTRUCTIO	\$ 182.00	\$ 0.00	\$ 84.00	\$ 182.02	\$ 0.02	100.01
2100	FICA BENEFITS	\$ 2,801.00	\$ 2,145.24	\$ 191.49	\$ 656.07	\$ 0.31	100.01
2210	VSRS BENEFITS	\$ 4,175.00	\$ 3,208.60	\$ 277.99	\$ 966.79	\$ 0.39	100.01
2300	HEALTH INSURANCE BENEFITS	\$ 4,863.00	\$ 3,241.52	\$ 405.19	\$ 1,620.76	\$ 0.72	99.99
2400	GROUP LIFE INSURANCE	\$ 95.00	\$ 67.13	\$ 6.87	\$ 23.89	\$ 3.98	95.81
2750	RETIREE HEALTH CARE CREDIT	\$ 199.00	\$ 143.86	\$ 14.72	\$ 51.19	\$ 3.95	98.02
3000	PURCHASED SERVICES	\$ 0.00	\$ 5,981.00	\$ 4,323.00	\$ 4,457.00	\$ 10,438.00	100.00
61100	CLASSROOM INSTRUCTION	\$ 49,168.00	\$ 43,106.85	\$ 7,756.88	\$ 16,490.89	\$ 10,429.74	121.21
2	SPECIAL EDUCATION	\$ 49,168.00	\$ 43,106.85	\$ 7,756.88	\$ 16,490.89	\$ 10,429.74	121.21
PGM 5 OTHER							
FUNC 61100 CLASSROOM INSTRUCTION							
1620	SALARIES - SUPPLEMENTS	\$ 739.00	\$ 254.50	\$ 354.50	\$ 484.50	\$ 0.00	100.00
2100	FICA BENEFITS	\$ 57.00	\$ 19.47	\$ 27.12	\$ 37.07	\$ 0.46	99.19
61100	CLASSROOM INSTRUCTION	\$ 796.00	\$ 273.97	\$ 381.62	\$ 521.57	\$ 0.46	99.94
5	OTHER	\$ 796.00	\$ 273.97	\$ 381.62	\$ 521.57	\$ 0.46	99.94
PGM 8 NON SP ED PRESCHOOL							
FUNC 61100 CLASSROOM INSTRUCTION							
1321	SALARIES/WAGES - PART TIME - INS	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00
1351	SALARIES/WAGES - PART TIME TECHN	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
2100	FICA BENEFITS	\$ 114.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 114.00	0.00
6000	SUPPLIES	\$ 789.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 789.00	0.00
6030	INSTRUCTIONAL MATERIALS	\$ 1,560.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,560.00	0.00
61100	CLASSROOM INSTRUCTION	\$ 3,963.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,963.00	0.00
8	NON SP ED PRESCHOOL	\$ 3,963.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,963.00	0.00
901	BERRYVILLE PRIMARY	\$ 53,927.00	\$ 43,380.82	\$ 8,138.50	\$ 17,012.46	\$ 6,466.28	111.99
C/C 902 BOYCE							
PGM 0 UNDISTRIBUTED							
FUNC 64200 BUILDING SERVICES							
1191	CUSTODIAN WAGES	\$ 43,752.00	\$ 21,876.00	\$ 3,646.00	\$ 21,876.00	\$ 0.00	100.00
1891	SALARIES-SUBSTITUTE CUSTODIAN	\$ 221.00	\$ 0.00	\$ 119.00	\$ 221.00	\$ 0.00	100.00

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2100	FICA	\$ 3,298.00	\$ 1,640.63	\$ 282.54	\$ 1,657.55	\$ 0.18	100.01
2210	VSRS	\$ 5,640.00	\$ 2,819.87	\$ 469.96	\$ 2,819.76	\$ 0.37	99.99
2300	HOSPITAL/MEDICAL PLANS	\$ 9,724.00	\$ 4,861.72	\$ 810.38	\$ 4,862.28	\$ 0.00	100.00
2400	LIFE INSURANCE	\$ 123.00	\$ 61.24	\$ 10.21	\$ 61.26	\$ 0.50	99.59
3000	PURCHASED SERVICES	\$ 24,146.00	\$ 6,004.84	\$ 2,382.00	\$ 15,156.39	\$ 2,984.77	87.64
3320	MAINTENANCE SERVICE CONTRACTS	\$ 6,052.00	\$ 2,517.48	\$ 292.42	\$ 3,326.52	\$ 208.00	96.56
5101	ELECTRICITY	\$ 73,780.00	\$ 0.00	\$ 0.00	\$ 14,374.01	\$ 59,405.99	19.48
5102	HEATING FUEL	\$ 39,092.00	\$ 0.00	\$ 0.00	\$ 6,130.54	\$ 32,961.46	15.68
5103	WATER & SEWER	\$ 6,590.00	\$ 0.00	\$ 0.00	\$ 2,144.76	\$ 4,445.24	32.55
5400	LEASES AND RENTALS	\$ 500.00	\$ 0.00	\$ 0.00	\$ 25.37	\$ 474.63	5.07
6005	SUPPLIES - BUILDING SERVICES	\$ 10,450.00	\$ 5,254.26	\$ 305.30	\$ 4,250.80	\$ 944.94	90.96
6007	REPAIR & MAINT SUPPLIES	\$ 2,887.00	\$ 0.00	\$ 228.06	\$ 2,677.67	\$ 209.33	92.75
64200	BUILDING SERVICES	\$ 226,255.00	\$ 45,036.04	\$ 8,545.87	\$ 79,583.91	\$ 101,635.05	55.08
0	UNDISTRIBUTED	\$ 226,255.00	\$ 45,036.04	\$ 8,545.87	\$ 79,583.91	\$ 101,635.05	55.08
902	HOYCE	\$ 226,255.00	\$ 45,036.04	\$ 8,545.87	\$ 79,583.91	\$ 101,635.05	55.08
C/C 903 COOLEY							
PGM 0 UNDISTRIBUTED							
FUNC 64200 BUILDING SERVICES							
1191	CUSTODIAN WAGES	\$ 102,041.00	\$ 51,908.00	\$ 7,995.97	\$ 50,132.05	\$ 0.95	100.00
1891	SALARIES-SUBSTITUTE CUSTODIAN	\$ 2,797.00	\$ 0.00	\$ 2,074.00	\$ 2,796.51	\$ 0.49	99.98
2100	FICA	\$ 7,552.00	\$ 3,643.00	\$ 715.68	\$ 3,909.01	\$ 0.01	100.00
2210	VSRS	\$ 13,470.00	\$ 6,690.94	\$ 1,030.68	\$ 6,778.66	\$ 0.40	100.00
2300	HOSPITAL/MEDICAL PLANS	\$ 27,195.00	\$ 13,597.56	\$ 2,266.26	\$ 13,597.56	\$ 0.12	100.00
2400	LIFE INSURANCE	\$ 241.00	\$ 94.27	\$ 22.38	\$ 147.20	\$ 0.47	100.20
2800	OTHER BENEFITS - ANNUAL LEAVE PA	\$ 2,457.00	\$ 0.00	\$ 0.00	\$ 2,456.75	\$ 0.25	99.99
3000	PURCHASED SERVICES	\$ 15,230.00	\$ 2,651.64	\$ 0.00	\$ 4,268.57	\$ 8,309.79	45.44
3320	MAINTENANCE SERVICE CONTRACTS	\$ 11,908.00	\$ 5,486.96	\$ 584.84	\$ 6,005.04	\$ 416.00	96.51
5101	ELECTRICITY	\$ 80,866.00	\$ 0.00	\$ 0.00	\$ 19,425.31	\$ 61,440.69	24.02
5102	HEATING FUEL	\$ 36,979.00	\$ 0.00	\$ 0.00	\$ 5,654.82	\$ 31,324.18	15.29
5103	WATER & SEWER	\$ 14,431.00	\$ 0.00	\$ 2,242.13	\$ 5,718.46	\$ 8,712.54	39.63
6005	SUPPLIES - BUILDING SERVICES	\$ 8,000.00	\$ 1,593.26	\$ 812.74	\$ 6,406.74	\$ 0.00	100.00
6007	REPAIR & MAINT SUPPLIES	\$ 4,018.00	\$ 0.00	\$ 346.38	\$ 3,064.93	\$ 953.07	76.28
64200	BUILDING SERVICES	\$ 327,185.00	\$ 85,665.63	\$ 18,091.06	\$ 130,361.61	\$ 111,157.76	66.03
0	UNDISTRIBUTED	\$ 327,185.00	\$ 85,665.63	\$ 18,091.06	\$ 130,361.61	\$ 111,157.76	66.03
903	COOLEY	\$ 327,185.00	\$ 85,665.63	\$ 18,091.06	\$ 130,361.61	\$ 111,157.76	66.03
C/C 904 JOHNSON WILLIAMS MIDDLE SCHOOL							
PGM 0 UNDISTRIBUTED							
FUNC 64200 BUILDING SERVICES							
1191	CUSTODIAN WAGES	\$ 99,408.00	\$ 48,993.50	\$ 8,585.80	\$ 50,414.25	\$ 0.25	100.00
1891	SALARIES-SUBSTITUTE CUSTODIAN	\$ 1,156.00	\$ 0.00	\$ 68.00	\$ 1,156.00	\$ 0.00	100.00
2100	FICA	\$ 7,596.00	\$ 3,699.28	\$ 653.91	\$ 3,896.43	\$ 0.29	100.00
2210	VSRS	\$ 12,631.00	\$ 6,315.23	\$ 1,052.55	\$ 6,315.30	\$ 0.47	100.00
2300	HOSPITAL/MEDICAL PLANS	\$ 19,449.00	\$ 9,724.56	\$ 1,620.76	\$ 9,724.56	\$ 0.12	100.00
2400	LIFE INSURANCE	\$ 274.00	\$ 137.15	\$ 22.87	\$ 137.22	\$ 0.37	100.14
3000	PURCHASED SERVICES	\$ 34,340.00	\$ 4,594.12	\$ 6,917.85	\$ 25,154.84	\$ 4,591.04	86.63
3320	MAINTENANCE SERVICE CONTRACTS	\$ 11,703.00	\$ 4,982.98	\$ 292.42	\$ 6,512.02	\$ 208.00	98.22
5101	ELECTRICITY	\$ 125,324.00	\$ 0.00	\$ 0.00	\$ 36,455.78	\$ 88,868.22	29.09

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5102	HEATING FUEL	\$ 25,645.00	\$ 0.00	\$ 0.00	\$ 4,046.49	\$ 21,598.51	15.78
5103	WATER & SEWER	\$ 6,942.00	\$ 0.00	\$ 1,254.48	\$ 5,647.01	\$ 1,294.99	81.35
6005	SUPPLIES - BUILDING SERVICES	\$ 10,000.00	\$ 4,006.45	\$ 746.88	\$ 5,993.55	\$ 0.00	100.00
6007	REPAIR & MAINT SUPPLIES	\$ 8,098.00	\$ 0.00	\$ 1,745.77	\$ 4,294.15	\$ 3,803.85	53.03
64200	BUILDING SERVICES	\$ 362,566.00	\$ 82,453.27	\$ 22,961.29	\$ 159,747.60	\$ 120,365.13	66.80
0	UNDISTRIBUTED	\$ 362,566.00	\$ 82,453.27	\$ 22,961.29	\$ 159,747.60	\$ 120,365.13	66.80
904	JOHNSON WILLIAMS MIDDLE SCHOOL	\$ 362,566.00	\$ 82,453.27	\$ 22,961.29	\$ 159,747.60	\$ 120,365.13	66.80
C/C 905 CLARKE COUNTY HIGH SCHOOL							
PGM 0 UNDISTRIBUTED							
FUNC 62210 ATTENDANCE							
1110	ADMINISTRATIVE SALARIES	\$ 43,733.00	\$ 25,511.05	\$ 3,644.39	\$ 18,221.95	\$ 0.00	100.00
2100	FICA	\$ 2,849.00	\$ 1,661.50	\$ 237.36	\$ 1,186.80	\$ 0.70	99.98
2210	VSRS	\$ 4,955.00	\$ 2,890.19	\$ 412.91	\$ 2,064.55	\$ 0.26	99.99
2300	HOSPITAL/MEDICAL PLANS	\$ 7,746.00	\$ 4,518.50	\$ 645.50	\$ 3,227.50	\$ 0.00	100.00
2400	LIFE INSURANCE	\$ 123.00	\$ 71.44	\$ 10.20	\$ 51.00	\$ 0.56	99.54
2750	RETIREE HEALTH CARE CREDIT	\$ 263.00	\$ 153.06	\$ 21.87	\$ 109.35	\$ 0.59	99.78
5500	TRAVEL	\$ 1,100.00	\$ 0.00	\$ 54.12	\$ 792.49	\$ 307.51	72.04
62210	ATTENDANCE	\$ 60,769.00	\$ 34,805.74	\$ 5,026.35	\$ 25,653.64	\$ 309.62	99.49
FUNC 64200 BUILDING SERVICES							
1191	CUSTODIAN WAGES	\$ 101,959.00	\$ 38,063.20	\$ 8,527.54	\$ 50,793.08	\$ 13,102.72	87.15
1891	SALARIES-SUBSTITUTE CUSTODIAN	\$ 3,797.00	\$ 0.00	\$ 1,087.52	\$ 3,796.45	\$ 0.55	99.99
2100	FICA	\$ 8,149.00	\$ 2,828.67	\$ 688.43	\$ 4,317.78	\$ 1,002.55	87.70
2210	VSRS	\$ 13,143.00	\$ 4,906.35	\$ 1,099.21	\$ 6,547.29	\$ 1,689.36	87.15
2300	HOSPITAL/MEDICAL PLANS	\$ 24,608.00	\$ 9,724.56	\$ 2,062.97	\$ 12,451.86	\$ 2,431.58	90.12
2400	LIFE INSURANCE	\$ 286.00	\$ 106.58	\$ 23.87	\$ 142.18	\$ 37.24	86.98
2800	OTHER BENEFITS - ANNUAL LEAVE PA	\$ 6,317.00	\$ 0.00	\$ 0.00	\$ 6,316.80	\$ 0.20	100.00
3000	PURCHASED SERVICES	\$ 24,510.00	\$ 3,869.13	\$ 161.71	\$ 18,592.36	\$ 2,048.51	91.64
3320	MAINTENANCE SERVICE CONTRACTS	\$ 12,577.00	\$ 5,865.60	\$ 531.40	\$ 6,242.40	\$ 469.00	96.27
5101	ELECTRICITY	\$ 155,427.00	\$ 0.00	\$ 0.00	\$ 46,500.03	\$ 108,926.97	29.92
5102	HEATING FUEL	\$ 53,502.00	\$ 0.00	\$ 10,726.42	\$ 21,715.66	\$ 31,786.34	40.59
5103	WATER & SEWER	\$ 36,025.00	\$ 0.00	\$ 4,019.15	\$ 19,219.83	\$ 16,805.17	53.35
6005	SUPPLIES - BUILDING SERVICES	\$ 10,000.00	\$ 6,019.40	\$ 329.00	\$ 3,980.60	\$ 0.00	100.00
6007	REPAIR & MAINT SUPPLIES	\$ 15,008.00	\$ 558.00	\$ 533.22	\$ 13,780.03	\$ 669.97	95.54
64200	BUILDING SERVICES	\$ 465,308.00	\$ 71,941.49	\$ 29,790.44	\$ 214,396.35	\$ 178,970.16	61.54
0	UNDISTRIBUTED	\$ 526,077.00	\$ 106,747.23	\$ 34,816.79	\$ 240,049.99	\$ 179,279.78	65.92
905	CLARKE COUNTY HIGH SCHOOL	\$ 526,077.00	\$ 106,747.23	\$ 34,816.79	\$ 240,049.99	\$ 179,279.78	65.92
C/C 906 ANNEX							
PGM 0 UNDISTRIBUTED							
FUNC 61100 CLASSROOM INSTRUCTION							
3000	PURCHASED SERVICES	\$ 600.00	\$ 0.00	\$ 0.00	\$ 600.00	\$ 0.00	100.00
5210	POSTAL SERVICES	\$ 475.00	\$ 0.00	\$ 15.23	\$ 179.21	\$ 295.79	37.73
5500	TRAVEL	\$ 1,392.00	\$ 0.00	\$ 550.51	\$ 1,138.50	\$ 253.50	81.79
5810	DUES AND MEMBERSHIPS	\$ 50.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 50.00	0.00
6000	MATERIALS AND SUPPLIES	\$ 4,694.00	\$ 466.88	\$ 323.85	\$ 2,544.60	\$ 1,682.52	64.16

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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For DECEMBER	Expenditures Year-to-Date	Available Balance	Percent Used
61100	CLASSROOM INSTRUCTION	\$ 7,211.00	\$ 466.88	\$ 859.13	\$ 4,462.31	\$ 2,281.81	68.36
FUNC 61180 CLASSROOM INSTRUCTION - TECHNOLOGY							
6000	MATERIALS AND SUPPLIES	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00
FUNC 61310 IMPROVEMENT OF INSTRUCTION							
3000	PURCHASED SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 525.00	\$ 525.00	100.00
6000	SUPPLIES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 300.00	\$ 300.00	100.00
61310	IMPROVEMENT OF INSTRUCTION	\$ 0.00	\$ 0.00	\$ 0.00	\$ 825.00	\$ 825.00	100.00
FUNC 62220 HEALTH							
1131	SALARIES - HEALTH	\$ 124,573.00	\$ 83,048.28	\$ 10,381.02	\$ 41,524.08	\$ 0.64	100.00
1520	SUBSTITUTE WAGES	\$ 260.00	\$ 0.00	\$ 0.00	\$ 260.01	\$ 0.01	100.00
2100	FICA BENEFITS	\$ 9,376.00	\$ 6,321.03	\$ 790.13	\$ 3,055.19	\$ 0.22	100.00
2210	VSRS BENEFITS	\$ 14,114.00	\$ 9,409.37	\$ 1,176.17	\$ 4,704.68	\$ 0.05	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 9,838.00	\$ 5,267.47	\$ 658.43	\$ 4,570.22	\$ 0.31	100.00
2400	GROUP LIFE INSURANCE	\$ 349.00	\$ 232.56	\$ 29.06	\$ 116.24	\$ 0.20	99.94
2750	RETIREE HEALTH CARE CREDIT	\$ 748.00	\$ 498.28	\$ 62.29	\$ 249.16	\$ 0.56	99.93
3000	PURCHASED SERVICES	\$ 2,106.00	\$ 0.00	\$ 800.80	\$ 1,164.80	\$ 941.20	55.31
5300	INSURANCE	\$ 9,000.00	\$ 0.00	\$ 0.00	\$ 8,765.00	\$ 235.00	97.39
5500	TRAVEL	\$ 1,000.00	\$ 0.00	\$ 77.70	\$ 967.42	\$ 32.58	96.74
5810	DUES, SUBSCRIPTIONS & MEMBERSHIPS	\$ 85.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 85.00	0.00
6000	SUPPLIES	\$ 4,610.00	\$ 0.00	\$ 5.65	\$ 1,374.29	\$ 3,235.71	29.81
62220	HEALTH	\$ 176,059.00	\$ 104,776.99	\$ 13,981.25	\$ 66,751.09	\$ 4,530.92	97.43
FUNC 62230 PSYCHOLOGICAL							
1132	SALARIES - PSYCHOLOGIST	\$ 101,226.00	\$ 37,391.60	\$ 8,435.45	\$ 33,741.80	\$ 30,092.60	70.27
2100	FICA BENEFITS	\$ 7,734.00	\$ 2,860.46	\$ 642.83	\$ 2,571.32	\$ 2,302.22	70.23
2210	VSRS BENEFITS	\$ 5,114.00	\$ 0.00	\$ 426.18	\$ 1,704.72	\$ 3,409.28	33.33
2300	HEALTH INSURANCE BENEFITS	\$ 5,978.00	\$ 0.00	\$ 405.19	\$ 1,620.76	\$ 4,357.24	27.11
2400	GROUP LIFE INSURANCE	\$ 126.00	\$ 0.00	\$ 10.53	\$ 42.12	\$ 83.88	33.43
2750	RETIREE HEALTH CARE CREDIT	\$ 271.00	\$ 0.00	\$ 22.57	\$ 90.28	\$ 180.72	33.31
3000	PURCHASED SERVICES	\$ 200.00	\$ 0.00	\$ 0.00	\$ 350.00	\$ 150.00	175.00
5500	TRAVEL	\$ 1,777.00	\$ 0.00	\$ 218.40	\$ 1,068.16	\$ 708.84	60.11
6000	SUPPLIES	\$ 3,191.00	\$ 0.00	\$ 1,589.81	\$ 1,821.05	\$ 1,369.95	57.07
62230	PSYCHOLOGICAL	\$ 125,617.00	\$ 40,252.06	\$ 11,750.96	\$ 43,010.21	\$ 42,354.73	66.28
FUNC 62240 SPEECH/AUDIOLOGY							
1130	SALARIES - SPEECH/AUDIOLOGY	\$ 145,132.00	\$ 95,311.35	\$ 11,913.91	\$ 49,819.96	\$ 0.69	100.00
2100	FICA BENEFITS	\$ 10,518.00	\$ 6,901.39	\$ 862.68	\$ 3,616.29	\$ 0.32	100.00
2210	VSRS BENEFITS	\$ 16,198.00	\$ 10,798.77	\$ 1,349.85	\$ 5,399.40	\$ 0.17	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 17,471.00	\$ 11,647.04	\$ 1,455.88	\$ 5,823.52	\$ 0.44	100.00
2400	GROUP LIFE INSURANCE	\$ 401.00	\$ 266.87	\$ 33.36	\$ 133.44	\$ 0.69	99.83
2750	RETIREE HEALTH CARE CREDIT	\$ 858.00	\$ 571.87	\$ 71.48	\$ 285.92	\$ 0.21	99.98
3000	PURCHASED SERVICES	\$ 80,000.00	\$ 4,910.96	\$ 0.00	\$ 1,862.50	\$ 73,226.54	8.47
5500	TRAVEL	\$ 1,500.00	\$ 0.00	\$ 115.16	\$ 226.92	\$ 1,273.08	15.13
6000	MATERIALS AND SUPPLIES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
62240	SPEECH/AUDIOLOGY	\$ 272,578.00	\$ 130,408.25	\$ 15,802.32	\$ 67,167.95	\$ 75,001.80	72.48
FUNC 64200 BUILDING SERVICES							
3000	PURCHASED SERVICES	\$ 6,015.00	\$ 1,500.00	\$ 500.00	\$ 665.50	\$ 3,849.50	36.00
5101	ELECTRICITY	\$ 2,568.00	\$ 0.00	\$ 0.00	\$ 874.28	\$ 1,693.72	34.05
5102	HEATING FUEL	\$ 8,898.00	\$ 0.00	\$ 813.77	\$ 1,638.52	\$ 7,259.48	18.41
5103	WATER & SEWER	\$ 364.00	\$ 0.00	\$ 41.14	\$ 143.99	\$ 220.01	39.56
6007	REPAIR & MAINT SUPPLIES	\$ 560.00	\$ 0.00	\$ 0.00	\$ 87.79	\$ 472.21	15.68

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64200	BUILDING SERVICES	\$ 18,405.00	\$ 1,500.00	\$ 1,354.91		\$ 3,410.08	\$ 13,494.92	26.68
0	UNDISTRIBUTED	\$ 600,070.00	\$ 277,404.18	\$ 43,748.57		\$ 185,626.64	\$ 137,039.18	77.16
906	ANNEX	\$ 600,070.00	\$ 277,404.18	\$ 43,748.57		\$ 185,626.64	\$ 137,039.18	77.16
C/C 907 ALT ED								
PGM 0 UNDISTRIBUTED								
FUNC 64200 BUILDING SERVICES								
3000	PURCHASED SERVICES	\$ 5,751.00	\$ 1,000.00	\$ 0.00		\$ 267.50	\$ 4,483.50	22.04
3320	MAINTENANCE SERVICE CONTRACTS	\$ 444.00	\$ 222.00	\$ 0.00		\$ 222.00	\$ 0.00	100.00
5101	ELECTRICITY	\$ 3,828.00	\$ 0.00	\$ 0.00		\$ 874.21	\$ 2,953.79	22.84
5102	HEATING FUEL	\$ 3,140.00	\$ 0.00	\$ 529.74		\$ 872.13	\$ 2,267.87	27.77
5103	WATER & SEWER	\$ 197.00	\$ 0.00	\$ 20.57		\$ 72.00	\$ 125.00	36.55
5420	RENTAL OF BUILDINGS	\$ 2,400.00	\$ 0.00	\$ 0.00		\$ 2,400.00	\$ 0.00	100.00
6005	SUPPLIES - BUILDING SERVICES	\$ 2,000.00	\$ 911.20	\$ 0.00		\$ 88.80	\$ 1,000.00	50.00
6007	REPAIR & MAINT SUPPLIES	\$ 14.00	\$ 0.00	\$ 0.00		\$ 13.14	\$ 0.86	93.86
64200	BUILDING SERVICES	\$ 17,774.00	\$ 2,133.20	\$ 550.31		\$ 4,809.78	\$ 10,831.02	39.06
0	UNDISTRIBUTED	\$ 17,774.00	\$ 2,133.20	\$ 550.31		\$ 4,809.78	\$ 10,831.02	39.06
907	ALT ED	\$ 17,774.00	\$ 2,133.20	\$ 550.31		\$ 4,809.78	\$ 10,831.02	39.06
C/C 908 TECHNOLOGY								
PGM 0 UNDISTRIBUTED								
FUNC 61180 CLASSROOM INSTRUCTION - TECHNOLOGY								
5001	TELECOMMUNICATIONS	\$ 5,016.00	\$ 744.09	\$ 110.15		\$ 575.91	\$ 3,696.00	26.32
6000	MATERIALS AND SUPPLIES	\$ 150.00	\$ 0.00	\$ 510.64		\$ 2,160.76	\$ 2,010.76	1440.51
6031	Software Licenses	\$ 1,822.00	\$ 0.00	\$ 290.76		\$ 952.76	\$ 869.24	52.29
6040	SOFTWARE/ON-LINE CONTENT	\$ 15,178.00	\$ 0.00	\$ 0.00		\$ 15,177.65	\$ 0.35	100.00
6050	NON-CAPITALIZED TECHNOLOGY HARDW	\$ 100.00	\$ 0.00	\$ 0.00		\$ 0.00	\$ 100.00	0.00
61180	CLASSROOM INSTRUCTION - TECHNOLO	\$ 22,266.00	\$ 744.09	\$ 911.55		\$ 18,867.08	\$ 2,654.83	88.08
FUNC 61820 INSTRUCTIONAL SUPPORT - TECHNOLOGY								
1140	SALARIES - TECHNOLOGY	\$ 126,932.00	\$ 63,465.99	\$ 10,577.67		\$ 63,466.00	\$ 0.01	100.00
1300	SALARIES/WAGES - PART TIME	\$ 25,000.00	\$ 0.00	\$ 731.06		\$ 18,942.72	\$ 6,057.28	75.77
2100	FICA BENEFITS	\$ 11,565.00	\$ 4,826.41	\$ 860.33		\$ 6,275.28	\$ 463.31	95.99
2210	VSRS BENEFITS	\$ 14,382.00	\$ 7,190.70	\$ 1,198.45		\$ 7,190.70	\$ 0.60	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 14,587.00	\$ 7,293.42	\$ 1,215.57		\$ 7,293.42	\$ 0.16	100.00
2400	GROUP LIFE INSURANCE	\$ 356.00	\$ 177.73	\$ 29.61		\$ 177.69	\$ 0.58	99.84
2750	RETIREE HEALTH CARE CREDIT	\$ 762.00	\$ 380.79	\$ 63.47		\$ 380.81	\$ 0.40	99.95
3000	PURCHASED SERVICES	\$ 1,000.00	\$ 1,000.00	\$ 0.00		\$ 0.00	\$ 0.00	100.00
5500	TRAVEL CONVENTION & EDUCATION	\$ 500.00	\$ 0.00	\$ 0.00		\$ 325.43	\$ 174.57	65.09
6000	MATERIALS AND SUPPLIES	\$ 600.00	\$ 0.00	\$ 12.67		\$ 661.15	\$ 61.15	110.19
6031	SOFTWARE LICENSES	\$ 35,191.00	\$ 6,500.00	\$ 0.00		\$ 16,810.00	\$ 11,881.00	66.24
6040	TECHNOLOGY - SOFTWARE/ONLINE CON	\$ 31,809.00	\$ 0.00	\$ 2,492.00		\$ 34,301.00	\$ 2,492.00	107.83
6050	NON-CAPITALIZED TECHNOLOGY HARDW	\$ 5,000.00	\$ 0.00	\$ 0.00		\$ 0.00	\$ 5,000.00	0.00
8300	EDP EQUIPMENT	\$ 5,000.00	\$ 0.00	\$ 0.00		\$ 0.00	\$ 5,000.00	0.00
8400	TECHNOLOGY - INFRASTRUCTURE	\$ 15,000.00	\$ 0.00	\$ 1,120.00		\$ 8,537.00	\$ 6,463.00	56.91
61820	INSTRUCTIONAL SUPPORT - TECHNOLO	\$ 287,684.00	\$ 90,835.04	\$ 18,300.83		\$ 164,361.20	\$ 32,487.76	88.71

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FUNC 62810 ADMINISTRATIONS - TECHNOLOGY								
1110	ADMINISTRATIVE SALARIES	\$ 69,000.00	\$ 34,500.00	\$ 5,750.00	\$ 34,500.00	\$ 0.00	100.00	
2100	FICA	\$ 5,286.00	\$ 2,642.84	\$ 440.48	\$ 2,642.88	\$ 0.28	99.99	
2210	VSRS	\$ 7,818.00	\$ 3,908.82	\$ 651.48	\$ 3,908.88	\$ 0.30	100.00	
2400	LIFE INSURANCE	\$ 193.00	\$ 96.60	\$ 16.10	\$ 96.60	\$ 0.20	100.10	
2750	RETIREE HEALTH CARE CREDIT	\$ 414.00	\$ 207.00	\$ 34.50	\$ 207.00	\$ 0.00	100.00	
3000	PURCHASED SERVICES	\$ 10,000.00	\$ 4,329.00	\$ 0.00	\$ 0.00	\$ 5,671.00	43.29	
5001	TELECOMMUNICATIONS	\$ 31,084.00	\$ 17,593.16	\$ 2,409.22	\$ 13,490.33	\$ 0.51	100.00	
5500	TRAVEL	\$ 491.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 491.00	0.00	
6000	SUPPLIES	\$ 1,500.00	\$ 0.00	\$ 119.00	\$ 520.83	\$ 979.17	34.72	
6031	SOFTWARE LICENSES	\$ 18,069.00	\$ 0.00	\$ 0.00	\$ 1,815.38	\$ 16,253.62	10.05	
6040	SOFTWARE LICENSES	\$ 14,931.00	\$ 0.00	\$ 0.00	\$ 14,930.97	\$ 0.03	100.00	
6050	NON-CAPITALIZED TECHNOLOGY HARDW	\$ 2,000.00	\$ 0.00	\$ 107.00	\$ 5,154.25	\$ 3,154.25	257.71	

62810	ADMINISTRATIONS - TECHNOLOGY	\$ 160,786.00	\$ 63,277.42	\$ 9,527.78	\$ 77,267.12	\$ 20,241.46	87.41	

FUNC 62820 ATTENDANCE & HEALTH - TECHNOLOGY								
6000	MATERIALS & SUPPLIES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00	
6040	SOFTWARE/ON-LINE CONTENT	\$ 16,500.00	\$ 0.00	\$ 0.00	\$ 2,249.25	\$ 14,250.75	13.63	

62820	ATTENDANCE & HEALTH - TECHNOLOGY	\$ 17,000.00	\$ 0.00	\$ 0.00	\$ 2,249.25	\$ 14,750.75	13.23	

FUNC 64810 OPERATIONS & MAINTENANCE - TECHNOLOGY								
3000	PURCHASED SERVICES	\$ 2,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,500.00	0.00	
5001	TELECOMMUNICATIONS (DATA)	\$ 3,100.00	\$ 0.00	\$ 173.68	\$ 3,064.37	\$ 35.63	98.85	
6000	SUPPLIES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 15.00	\$ 485.00	3.00	
6040	TECHNOLOGY - SOFTWARE/ON-LINE CO	\$ 0.00	\$ 0.00	\$ 0.00	\$ 727.76	\$ 727.76	100.00	

64810	OPERATIONS & MAINTENANCE - TECHN	\$ 6,100.00	\$ 0.00	\$ 173.68	\$ 3,807.13	\$ 2,292.87	62.41	

FUNC 68400 TECHNOLOGY - ATTENDANCE & HEALTH								
6040	TECHNOLOGY - SOFTWARE/ONLINE CON	\$ 5,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 5,000.00	0.00	

0	UNDISTRIBUTED	\$ 498,836.00	\$ 154,856.55	\$ 28,913.84	\$ 266,551.78	\$ 77,427.67	84.48	

908	TECHNOLOGY	\$ 498,836.00	\$ 154,856.55	\$ 28,913.84	\$ 266,551.78	\$ 77,427.67	84.48	

C/C 909 MAINTENANCE BLDG								
PGM 0 UNDISTRIBUTED								

FUNC 64200 BUILDING SERVICES								
3000	PURCHASED SERVICES	\$ 5,500.00	\$ 1,000.00	\$ 0.00	\$ 438.75	\$ 4,061.25	26.16	
3320	MAINTENANCE SERVICE CONTRACTS	\$ 1,997.00	\$ 413.78	\$ 137.96	\$ 1,100.41	\$ 482.81	75.82	
5101	ELECTRICITY	\$ 2,218.00	\$ 0.00	\$ 0.00	\$ 534.72	\$ 1,683.28	24.11	
5102	HEATING FUEL	\$ 1,332.00	\$ 0.00	\$ 456.94	\$ 1,331.52	\$ 0.48	99.96	
5103	WATER & SEWER	\$ 250.00	\$ 0.00	\$ 14.00	\$ 105.00	\$ 145.00	42.00	

64200	BUILDING SERVICES	\$ 11,297.00	\$ 1,413.78	\$ 608.90	\$ 3,510.40	\$ 6,372.82	43.59	

0	UNDISTRIBUTED	\$ 11,297.00	\$ 1,413.78	\$ 608.90	\$ 3,510.40	\$ 6,372.82	43.59	

909	MAINTENANCE BLDG	\$ 11,297.00	\$ 1,413.78	\$ 608.90	\$ 3,510.40	\$ 6,372.82	43.59	

000	NON-CATEGORICAL	\$ 18,138,370.00	\$ 9,206,155.76	\$ 1,502,403.28	\$ 6,899,273.48	\$ 2,032,940.76	88.79	

PJT 102 FACILITIES USE MANAGEMENT

C/C 900 DISTRICT WIDE

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PGM 0 UNDISTRIBUTED								
FUNC 64200 BUILDING SERVICES								
1190	SALARIES - FACILITY USE ATTENDAN	\$ 1,673.00	\$ 0.00	\$ 255.00		\$ 1,672.50	\$ 0.50	99.97
2100	FICA	\$ 128.00	\$ 0.00	\$ 19.51		\$ 127.95	\$ 0.05	99.96
64200	BUILDING SERVICES	\$ 1,801.00	\$ 0.00	\$ 274.51		\$ 1,800.45	\$ 0.55	99.97
0	UNDISTRIBUTED	\$ 1,801.00	\$ 0.00	\$ 274.51		\$ 1,800.45	\$ 0.55	99.97
900	DISTRICT WIDE	\$ 1,801.00	\$ 0.00	\$ 274.51		\$ 1,800.45	\$ 0.55	99.97
102	FACILITIES USE MANAGEMENT	\$ 1,801.00	\$ 0.00	\$ 274.51		\$ 1,800.45	\$ 0.55	99.97
PJT 120 IB/AP/PSAT								
C/C 305 SECONDARY - CLARKE COUNTY HIGH SCHOOL								
PGM 1 REGULAR								
FUNC 61100 CLASSROOM INSTRUCTION								
5210	POSTAL SERVICES	\$ 0.00	\$ 0.00	\$ 78.20		\$ 193.98	\$ 193.98	100.00
5500	Travel - Conference & Workshop	\$ 0.00	\$ 0.00	\$ 0.00		\$ 379.32	\$ 379.32	100.00
5810	Dues & memberships	\$ 10,200.00	\$ 0.00	\$ 0.00		\$ 10,200.00	\$ 0.00	100.00
6000	Supplies	\$ 500.00	\$ 0.00	\$ 0.00		\$ 420.00	\$ 80.00	84.00
6013	Testing Supplies	\$ 32,800.00	\$ 0.00	\$ 21,300.00		\$ 24,172.00	\$ 8,628.00	73.70
61100	CLASSROOM INSTRUCTION	\$ 43,500.00	\$ 0.00	\$ 21,378.20		\$ 35,365.30	\$ 8,134.70	81.30
1	REGULAR	\$ 43,500.00	\$ 0.00	\$ 21,378.20		\$ 35,365.30	\$ 8,134.70	81.30
305	SECONDARY - CLARKE COUNTY HIGH S	\$ 43,500.00	\$ 0.00	\$ 21,378.20		\$ 35,365.30	\$ 8,134.70	81.30
120	IB/AP/PSAT	\$ 43,500.00	\$ 0.00	\$ 21,378.20		\$ 35,365.30	\$ 8,134.70	81.30
PJT 125 DUAL ENROLLMENT/BRIDGE								
C/C 305 SECONDARY - CLARKE COUNTY HIGH SCHOOL								
PGM 1 REGULAR								
FUNC 61100 CLASSROOM INSTRUCTION								
3000	PURCHASED SERVICES	\$ 129,212.00	\$ 0.00	\$ 45,934.00		\$ 47,694.00	\$ 81,518.00	36.91
PJT 151 CCEF - Non-grant Expenditures								
C/C 900 DISTRICT WIDE								
PGM 0 UNDISTRIBUTED								
FUNC 62110 BOARD SERVICES								
5203	TELEPHONE	\$ 0.00	\$ 0.00	\$ 0.00		\$ 3.43	\$ 3.43	100.00
PJT 315 VOCATIONAL EQUIPMENT ENTITLEMENT								
C/C 305 SECONDARY - CLARKE COUNTY HIGH SCHOOL								
PGM 3 VOCATIONAL								

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	FUNC 61100 CLASSROOM INSTRUCTION						
6000	MATERIALS & SUPPLIES	\$ 4,328.00	\$ 0.00	\$ 275.75	\$ 275.75	\$ 4,052.25	6.37
PJT 510 TITLE I A - IMPROVING BASIC PROGRAMS							
C/C 900 DISTRICT WIDE							
PGM 2 SPECIAL EDUCATION							

	FUNC 61100 CLASSROOM INSTRUCTION						
1121	SALARIES - INSTRUCTIONAL	\$ 30,299.00	\$ 0.00	\$ 0.00	\$ 1,088.06	\$ 29,210.94	3.59
2100	FICA BENEFITS	\$ 84.00	\$ 0.00	\$ 0.00	\$ 83.29	\$ 0.71	99.15
2210	VSRS BENEFITS	\$ 123.00	\$ 0.00	\$ 0.00	\$ 123.28	\$ 0.28	100.23
2400	GROUP LIFE INSURANCE	\$ 3.00	\$ 0.00	\$ 0.00	\$ 3.04	\$ 0.04	101.33
2750	RETIREE HEALTHCARE CREDIT	\$ 4.00	\$ 0.00	\$ 0.00	\$ 3.71	\$ 0.29	92.75

61100	CLASSROOM INSTRUCTION	\$ 30,513.00	\$ 0.00	\$ 0.00	\$ 1,301.38	\$ 29,211.62	4.27

2	SPECIAL EDUCATION	\$ 30,513.00	\$ 0.00	\$ 0.00	\$ 1,301.38	\$ 29,211.62	4.27
PGM 8 NON SP ED PRESCHOOL							

	FUNC 61100 CLASSROOM INSTRUCTION						
1121	SALARIES - INSTRUCTIONAL	\$ 68,068.00	\$ 45,191.59	\$ 5,648.96	\$ 22,875.55	\$ 0.86	100.00
1141	SALARIES - TECHNICAL	\$ 51,583.00	\$ 34,388.68	\$ 4,428.59	\$ 17,616.82	\$ 422.50	100.82
1520	SALARIES - SUBSTITUTE INSTRUCTIO	\$ 380.00	\$ 0.00	\$ 195.99	\$ 577.98	\$ 197.98	152.10
1521	SALARIES - SUBSTITUTE TECHNICAL	\$ 337.00	\$ 0.00	\$ 0.00	\$ 166.99	\$ 170.01	49.55
2100	FICA BENEFITS	\$ 9,003.00	\$ 5,322.69	\$ 690.27	\$ 3,092.67	\$ 587.64	93.47
2210	VSRS BENEFITS	\$ 13,556.00	\$ 9,016.44	\$ 1,127.06	\$ 4,539.93	\$ 0.37	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 17,470.00	\$ 16,811.04	\$ 2,101.38	\$ 6,469.02	\$ 5,810.06	133.26
2400	GROUP LIFE INSURANCE	\$ 335.00	\$ 222.85	\$ 27.84	\$ 112.15	\$ 0.00	100.00
2750	RETIREE HEALTH CARE CREDIT	\$ 721.00	\$ 477.49	\$ 59.68	\$ 243.22	\$ 0.29	99.96
5800	MISCELLANEOUS	\$ 178.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 178.00	0.00

61100	CLASSROOM INSTRUCTION	\$ 161,631.00	\$ 111,430.78	\$ 14,279.77	\$ 55,694.33	\$ 5,494.11	103.40

8	NON SP ED PRESCHOOL	\$ 161,631.00	\$ 111,430.78	\$ 14,279.77	\$ 55,694.33	\$ 5,494.11	103.40

900	DISTRICT WIDE	\$ 192,144.00	\$ 111,430.78	\$ 14,279.77	\$ 56,995.71	\$ 23,717.51	87.66

510	TITLE I A - IMPROVING BASIC PROG	\$ 192,144.00	\$ 111,430.78	\$ 14,279.77	\$ 56,995.71	\$ 23,717.51	87.66
PJT 511 TITLE I A - ARRA							
C/C 900 DISTRICT WIDE							
PGM 8 NON SP ED PRESCHOOL							

	FUNC 61100 CLASSROOM INSTRUCTION						
1520	SUBSTITUTES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 28.01	\$ 28.01	100.00
3000	PURCHASED SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,300.00	\$ 1,300.00	100.00
6000	MATERIALS AND SUPPLIES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,762.00	\$ 1,762.00	100.00
6020	TEXTBOOKS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 215.55	\$ 215.55	100.00

61100	CLASSROOM INSTRUCTION	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,305.56	\$ 3,305.56	100.00

8	NON SP ED PRESCHOOL	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,305.56	\$ 3,305.56	100.00

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900	DISTRICT WIDE	\$ 0.00	\$ 0.00	\$ 0.00		\$ 3,305.56	\$ 3,305.56	100.00
511	TITLE I A - ARRA	\$ 0.00	\$ 0.00	\$ 0.00		\$ 3,305.56	\$ 3,305.56	100.00
PJT 521 TITLE III LEP SUBGRANT								
C/C 200 ELEMENTARY								
PGM 1 REGULAR								
FUNC 61100 CLASSROOM INSTRUCTION								
3000	PURCHASED SERVICES	\$ 2,882.00	\$ 1,465.00	\$ 0.00		\$ 1,416.29	\$ 0.71	99.98
5500	TRAVEL	\$ 365.00	\$ 0.00	\$ 0.00		\$ 83.87	\$ 281.13	22.98
5800	MISCELLANEOUS	\$ 74.00	\$ 0.00	\$ 0.00		\$ 73.26	\$ 0.74	99.00
6030	INSTRUCTIONAL MATERIALS	\$ 315.00	\$ 0.00	\$ 0.00		\$ 314.37	\$ 0.63	99.80
61100	CLASSROOM INSTRUCTION	\$ 3,636.00	\$ 1,465.00	\$ 0.00		\$ 1,887.79	\$ 283.21	92.21
1	REGULAR	\$ 3,636.00	\$ 1,465.00	\$ 0.00		\$ 1,887.79	\$ 283.21	92.21
200	ELEMENTARY	\$ 3,636.00	\$ 1,465.00	\$ 0.00		\$ 1,887.79	\$ 283.21	92.21
C/C 300 SECONDARY								
PGM 1 REGULAR								
FUNC 61100 CLASSROOM INSTRUCTION								
5500	TRAVEL	\$ 770.00	\$ 0.00	\$ 0.00		\$ 331.89	\$ 438.11	43.10
5800	MISCELLANEOUS	\$ 74.00	\$ 0.00	\$ 0.00		\$ 73.26	\$ 0.74	99.00
6000	MATERIALS AND SUPPLIES	\$ 121.00	\$ 0.00	\$ 0.00		\$ 121.00	\$ 0.00	100.00
61100	CLASSROOM INSTRUCTION	\$ 965.00	\$ 0.00	\$ 0.00		\$ 526.15	\$ 438.85	54.52
1	REGULAR	\$ 965.00	\$ 0.00	\$ 0.00		\$ 526.15	\$ 438.85	54.52
300	SECONDARY	\$ 965.00	\$ 0.00	\$ 0.00		\$ 526.15	\$ 438.85	54.52
521	TITLE III LEP SUBGRANT	\$ 4,601.00	\$ 1,465.00	\$ 0.00		\$ 2,413.94	\$ 722.06	84.31
PJT 525 PRESCHOOL WITH DISABILITIES GRANT								
C/C 900 DISTRICT WIDE								
PGM 8 NON SP ED PRESCHOOL								
FUNC 61100 CLASSROOM INSTRUCTION								
1141	SALARIES - TECHNICAL	\$ 10,107.00	\$ 6,255.57	\$ 0.00		\$ 2,651.11	\$ 1,200.32	88.12
1521	SALARIES - SUBSTITUTES	\$ 585.00	\$ 0.00	\$ 0.00		\$ 585.00	\$ 0.00	100.00
2100	FICA	\$ 1,217.00	\$ 478.55	\$ 0.00		\$ 247.57	\$ 490.88	59.66
2210	VSRS	\$ 1,217.00	\$ 708.76	\$ 0.00		\$ 300.37	\$ 207.87	82.92
2400	LIFE INSURANCE	\$ 45.00	\$ 17.52	\$ 0.00		\$ 7.42	\$ 20.06	55.42
2750	RETIREE HEALTH CARE CREDIT	\$ 96.00	\$ 37.53	\$ 0.00		\$ 15.90	\$ 42.57	55.66
61100	CLASSROOM INSTRUCTION	\$ 13,267.00	\$ 7,497.93	\$ 0.00		\$ 3,807.37	\$ 1,961.70	85.21
8	NON SP ED PRESCHOOL	\$ 13,267.00	\$ 7,497.93	\$ 0.00		\$ 3,807.37	\$ 1,961.70	85.21
900	DISTRICT WIDE	\$ 13,267.00	\$ 7,497.93	\$ 0.00		\$ 3,807.37	\$ 1,961.70	85.21

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525	PRESCHOOL WITH DISABILITIES GRAN	\$ 13,267.00	\$ 7,497.93	\$ 0.00	\$ 3,807.37	\$ 1,961.70	85.21
PJT 540 FLOW-THRU (TITLE VIB)							
C/C 200 ELEMENTARY							
PGM 2 SPECIAL EDUCATION							
FUNC 61100 CLASSROOM INSTRUCTION							
1121	TEACHER	\$ 124,301.00	\$ 82,943.33	\$ 10,447.92	\$ 41,357.52	\$ 0.15	100.00
1141	SALARIES - TECHNICAL	\$ 43,899.00	\$ 27,863.88	\$ 3,340.99	\$ 16,035.08	\$ 0.04	100.00
1520	Substitute Teachers	\$ 1,400.00	\$ 0.00	\$ 160.00	\$ 1,079.99	\$ 320.01	77.14
1521	SUBSTITUTE - TECHNICAL	\$ 900.00	\$ 0.00	\$ 128.71	\$ 772.18	\$ 127.82	85.80
2100	FICA BENEFITS	\$ 12,177.00	\$ 7,704.51	\$ 980.41	\$ 4,137.65	\$ 334.84	97.25
2210	VRSRS BENEFITS	\$ 20,522.00	\$ 12,917.02	\$ 1,553.23	\$ 6,515.56	\$ 1,089.42	94.69
2300	HEALTH INSURANCE BENEFITS	\$ 24,688.00	\$ 14,606.79	\$ 1,825.86	\$ 7,911.22	\$ 2,169.99	91.21
2400	GROUP LIFE INSURANCE	\$ 481.00	\$ 319.22	\$ 38.38	\$ 161.00	\$ 0.78	99.84
2750	RETIREE HEALTH CARE CREDIT	\$ 1,030.00	\$ 684.04	\$ 82.26	\$ 345.06	\$ 0.90	99.91
61100	CLASSROOM INSTRUCTION	\$ 229,398.00	\$ 147,038.79	\$ 18,557.76	\$ 78,315.26	\$ 4,043.95	98.24
2	SPECIAL EDUCATION	\$ 229,398.00	\$ 147,038.79	\$ 18,557.76	\$ 78,315.26	\$ 4,043.95	98.24
200	ELEMENTARY	\$ 229,398.00	\$ 147,038.79	\$ 18,557.76	\$ 78,315.26	\$ 4,043.95	98.24
C/C 300 SECONDARY							
PGM 2 SPECIAL EDUCATION							
FUNC 61100 CLASSROOM INSTRUCTION							
1121	TEACHER SALARIES	\$ 100,466.00	\$ 66,977.36	\$ 8,372.16	\$ 33,488.64	\$ 0.00	100.00
1141	SALARIES - TECHNICAL	\$ 21,532.00	\$ 14,354.12	\$ 1,721.18	\$ 7,067.51	\$ 110.37	99.49
1520	SUBSTITUTE	\$ 780.00	\$ 0.00	\$ 120.00	\$ 640.00	\$ 140.00	82.05
1521	SUBSTITUTE-TECHNICAL WAGES	\$ 455.00	\$ 0.00	\$ 66.29	\$ 397.78	\$ 57.22	87.42
2100	FICA	\$ 9,342.00	\$ 6,119.94	\$ 773.64	\$ 3,130.95	\$ 91.11	99.02
2210	VRSRS	\$ 13,810.00	\$ 9,214.85	\$ 1,143.57	\$ 4,595.00	\$ 0.15	100.00
2300	HOSPITAL/MEDICAL PLANS	\$ 8,168.00	\$ 5,445.78	\$ 680.71	\$ 2,722.84	\$ 0.62	100.01
2400	LIFE INSURANCE	\$ 342.00	\$ 228.05	\$ 28.26	\$ 113.54	\$ 0.41	99.88
2750	RETIREE HEALTH CARE CREDIT	\$ 732.00	\$ 488.66	\$ 60.56	\$ 243.33	\$ 0.01	100.00
61100	CLASSROOM INSTRUCTION	\$ 155,627.00	\$ 102,828.76	\$ 12,966.37	\$ 52,399.59	\$ 398.65	99.74
2	SPECIAL EDUCATION	\$ 155,627.00	\$ 102,828.76	\$ 12,966.37	\$ 52,399.59	\$ 398.65	99.74
300	SECONDARY	\$ 155,627.00	\$ 102,828.76	\$ 12,966.37	\$ 52,399.59	\$ 398.65	99.74
540	FLOW-THRU (TITLE VIB)	\$ 385,025.00	\$ 249,867.55	\$ 31,524.13	\$ 130,714.85	\$ 4,442.60	98.85
PJT 541 ARRA FLOW-THRU (TITLE VIB)							
C/C 300 SECONDARY							
PGM 2 SPECIAL EDUCATION							
FUNC 61100 CLASSROOM INSTRUCTION							
3000	PURCHASED SERVICES	\$ 1,675.00	\$ 0.00	\$ 0.00	\$ 1,674.85	\$ 0.15	99.99
C/C 906 ANNEX							

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PGM 0 UNDISTRIBUTED							
FUNC 61100 CLASSROOM INSTRUCTION							
6000	MATERIALS & SUPPLIES	\$ 385.00	\$ 0.00	\$ 0.00	\$ 384.84	\$ 0.16	99.96
FUNC 62230 PSYCHOLOGICAL							
6000	MATERIALS AND SUPPLIES	\$ 2,168.00	\$ 0.00	\$ 0.00	\$ 2,026.80	\$ 141.20	93.49
FUNC 62240 SPEECH/AUDIOLOGY							
6000	MATERIALS AND SUPPLIES	\$ 812.00	\$ 0.00	\$ 0.00	\$ 811.36	\$ 0.64	99.92
0	UNDISTRIBUTED	\$ 3,365.00	\$ 0.00	\$ 0.00	\$ 3,223.00	\$ 142.00	95.78
906	ANNEX	\$ 3,365.00	\$ 0.00	\$ 0.00	\$ 3,223.00	\$ 142.00	95.78
541	ARRA FLOW-THRU (TITLE VIB)	\$ 5,040.00	\$ 0.00	\$ 0.00	\$ 4,897.85	\$ 142.15	97.18
PJT 561 TITLE II A - TEACHER & PRINCIPAL TRAININ							
C/C 200 ELEMENTARY							
PGM 1 REGULAR							
FUNC 61310 IMPROVEMENT OF INSTRUCTION							
3000	PURCHASED SERVICES	\$ 37,800.00	\$ 500.00	\$ 2,005.86	\$ 10,748.23	\$ 26,551.77	29.76
3010	TUITION ASSISTANCE	\$ 7,000.00	\$ 0.00	\$ 654.00	\$ 654.00	\$ 6,346.00	9.34
5500	TRAVEL	\$ 8,186.00	\$ 0.00	\$ 1,678.19	\$ 4,215.94	\$ 3,970.06	51.50
6000	MATERIAL & SUPPLIES	\$ 877.00	\$ 0.00	\$ 0.00	\$ 113.33	\$ 763.67	12.92
61310	IMPROVEMENT OF INSTRUCTION	\$ 53,863.00	\$ 500.00	\$ 4,338.05	\$ 15,731.50	\$ 37,631.50	30.13
1	REGULAR	\$ 53,863.00	\$ 500.00	\$ 4,338.05	\$ 15,731.50	\$ 37,631.50	30.13
200	ELEMENTARY	\$ 53,863.00	\$ 500.00	\$ 4,338.05	\$ 15,731.50	\$ 37,631.50	30.13
C/C 300 SECONDARY							
PGM 1 REGULAR							
FUNC 61310 IMPROVEMENT OF INSTRUCTION							
3000	PURCHASED SERVICES	\$ 30,000.00	\$ 0.00	\$ 2,351.08	\$ 27,180.96	\$ 2,819.04	90.60
3010	TUITION ASSISTANCE	\$ 3,000.00	\$ 0.00	\$ 2,430.00	\$ 2,430.00	\$ 570.00	81.00
5500	TRAVEL	\$ 11,539.00	\$ 0.00	\$ 4,348.61	\$ 8,674.17	\$ 2,864.83	75.17
6000	MATERIALS AND SUPPLIES	\$ 877.00	\$ 0.00	\$ 0.00	\$ 531.90	\$ 345.10	60.65
61310	IMPROVEMENT OF INSTRUCTION	\$ 45,416.00	\$ 0.00	\$ 9,129.69	\$ 38,817.03	\$ 6,598.97	85.47
1	REGULAR	\$ 45,416.00	\$ 0.00	\$ 9,129.69	\$ 38,817.03	\$ 6,598.97	85.47
300	SECONDARY	\$ 45,416.00	\$ 0.00	\$ 9,129.69	\$ 38,817.03	\$ 6,598.97	85.47
561	TITLE II A - TEACHER & PRINCIPAL	\$ 99,279.00	\$ 500.00	\$ 13,467.74	\$ 54,548.53	\$ 44,230.47	55.45

PJT 562 TITLE II D - TECHNOLOGY

C/C 200 ELEMENTARY

PGM 1 REGULAR

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FUNC 61310 IMPROVEMENT OF INSTRUCTION							
3000	PURCHASED SERVICES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 100.00	\$ 0.00	100.00
5500	TRAVEL	\$ 1,099.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,099.00	0.00
61310	IMPROVEMENT OF INSTRUCTION	\$ 1,199.00	\$ 0.00	\$ 0.00	\$ 100.00	\$ 1,099.00	8.34
1	REGULAR	\$ 1,199.00	\$ 0.00	\$ 0.00	\$ 100.00	\$ 1,099.00	8.34
200	ELEMENTARY	\$ 1,199.00	\$ 0.00	\$ 0.00	\$ 100.00	\$ 1,099.00	8.34
C/C 300 SECONDARY							
PGM 1 REGULAR							
FUNC 61310 IMPROVEMENT OF INSTRUCTION							
3000	PURCHASED SERVICES	\$ 0.00	\$ 0.00	\$ 750.00	\$ 750.00	\$ 750.00	100.00
5500	TRAVEL	\$ 0.00	\$ 0.00	\$ 2,643.27	\$ 2,977.19	\$ 2,977.19	100.00
61310	IMPROVEMENT OF INSTRUCTION	\$ 0.00	\$ 0.00	\$ 3,393.27	\$ 3,727.19	\$ 3,727.19	100.00
1	REGULAR	\$ 0.00	\$ 0.00	\$ 3,393.27	\$ 3,727.19	\$ 3,727.19	100.00
300	SECONDARY	\$ 0.00	\$ 0.00	\$ 3,393.27	\$ 3,727.19	\$ 3,727.19	100.00
C/C 900 DISTRICT WIDE							
PGM 0 UNDISTRIBUTED							
FUNC 61310 IMPROVEMENT OF INSTRUCTION							
3000	PURCHASED SERVICES	\$ 3,057.00	\$ 0.00	\$ 0.00	\$ 3,529.40	\$ 472.40	115.45
562	TITLE II D - TECHNOLOGY	\$ 4,256.00	\$ 0.00	\$ 3,393.27	\$ 7,356.59	\$ 3,100.59	172.85
PJT 563 TITLE II D - TECHNOLOGY							
C/C 900 DISTRICT WIDE							
PGM 0 UNDISTRIBUTED							
FUNC 61310 IMPROVEMENT OF INSTRUCTION							
3000	PURCHASED SERVICES	\$ 4,871.00	\$ 0.00	\$ 0.00	\$ 4,870.60	\$ 0.40	99.99
PJT 600 CARL PERKINS VOCATIONAL ENTITLEMENT							
C/C 300 SECONDARY							
PGM 3 VOCATIONAL							
FUNC 61100 CLASSROOM INSTRUCTION							
3000	Purchased Services	\$ 6,888.00	\$ 0.00	\$ 892.00	\$ 892.00	\$ 5,996.00	12.95
5500	TRAVEL	\$ 481.00	\$ 0.00	\$ 0.00	\$ 480.99	\$ 0.01	100.00
6000	SUPPLIES	\$ 4,933.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 4,933.00	0.00
8201	MACHINERY & EQUIPMENT	\$ 10,089.00	\$ 0.00	\$ 0.00	\$ 3,220.00	\$ 6,869.00	31.92
61100	CLASSROOM INSTRUCTION	\$ 22,391.00	\$ 0.00	\$ 892.00	\$ 4,592.99	\$ 17,798.01	20.51
3	VOCATIONAL	\$ 22,391.00	\$ 0.00	\$ 892.00	\$ 4,592.99	\$ 17,798.01	20.51
300	SECONDARY	\$ 22,391.00	\$ 0.00	\$ 892.00	\$ 4,592.99	\$ 17,798.01	20.51

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600	CARL PERKINS VOCATIONAL ENTITLEM	\$ 22,391.00	\$ 0.00	\$ 892.00	\$ 4,592.99	\$ 17,798.01	20.51
205	SCHOOL OPERATING FUND	\$ 19,048,085.00	\$ 9,576,917.02	\$ 1,633,822.65	\$ 7,257,916.40	\$ 2,213,251.58	88.38

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FD 207 SCHOOL CAFETERIA FUND							
PJT 000 NON-CATEGORICAL							
C/C 900 DISTRICT WIDE							
PGM 0 UNDISTRIBUTED							
FUNC 65101 CAFE - Cooley							
1193	SALARIES - FOOD SERVICE	\$ 38,237.00	\$ 26,013.39	\$ 3,304.43	\$ 12,223.09	\$ 0.52	100.00
1393	FOOD SERVICE PART-TIME	\$ 19,210.00	\$ 0.00	\$ 243.00	\$ 4,336.84	\$ 14,873.16	22.58
2100	FICA BENEFITS	\$ 4,472.00	\$ 1,436.26	\$ 235.95	\$ 1,476.28	\$ 1,559.46	65.13
2210	VSRS BENEFITS	\$ 3,520.00	\$ 2,328.53	\$ 297.87	\$ 1,191.48	\$ 0.01	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 7,805.00	\$ 5,970.08	\$ 373.13	\$ 1,834.41	\$ 0.51	99.99
2400	GROUP LIFE INSURANCE	\$ 77.00	\$ 50.58	\$ 6.47	\$ 25.88	\$ 0.54	99.30
2800	OTHER BENEFITS - ANNUAL LEAVE PA	\$ 4,590.00	\$ 0.00	\$ 0.00	\$ 4,590.00	\$ 0.00	100.00
5500	TRAVEL	\$ 300.00	\$ 0.00	\$ 46.40	\$ 187.48	\$ 112.52	62.49
6000	MATERIAL AND SUPPLIES	\$ 500.00	\$ 0.00	\$ 41.58	\$ 114.22	\$ 385.78	22.84
6002	FOOD SUPPLIES	\$ 1,700.00	\$ 0.00	\$ 507.10	\$ 1,365.91	\$ 334.09	80.35
65101	CAFE - Cooley	\$ 80,411.00	\$ 35,798.84	\$ 5,055.93	\$ 27,345.59	\$ 17,266.57	78.53
FUNC 65102 CAFE - CCHS							
1193	SALARIES - FOOD SERVICE	\$ 69,541.00	\$ 46,418.77	\$ 5,802.35	\$ 23,122.01	\$ 0.22	100.00
1393	FOOD SERVICE PART-TIME	\$ 6,085.00	\$ 0.00	\$ 347.97	\$ 1,606.10	\$ 4,478.90	26.39
2100	FICA BENEFITS	\$ 5,279.00	\$ 3,173.35	\$ 423.29	\$ 1,702.86	\$ 402.79	92.37
2210	VSRS BENEFITS	\$ 6,869.00	\$ 4,579.42	\$ 572.42	\$ 2,289.68	\$ 0.10	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 8,581.00	\$ 5,720.16	\$ 715.02	\$ 2,860.08	\$ 0.76	99.99
2400	GROUP LIFE INSURANCE	\$ 149.00	\$ 99.49	\$ 12.43	\$ 49.72	\$ 0.21	100.14
5500	TRAVEL	\$ 300.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 300.00	0.00
6000	MATERIAL AND SUPPLIES	\$ 1,500.00	\$ 0.00	\$ 28.79	\$ 118.22	\$ 1,381.78	7.88
6002	FOOD SUPPLIES	\$ 7,000.00	\$ 0.00	\$ 1,185.50	\$ 2,531.52	\$ 4,468.48	36.16
65102	CAFE - CCHS	\$ 105,304.00	\$ 59,991.19	\$ 9,087.77	\$ 34,280.19	\$ 11,032.62	89.52
FUNC 65103 CAFE - OPERATIONS							
2700	WORKERS COMPENSATION INSURANCE	\$ 4,878.00	\$ 0.00	\$ 0.00	\$ 2,077.00	\$ 2,801.00	42.58
3000	PURCHASED SERVICES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 378.35	\$ 121.65	75.67
5500	TRAVEL	\$ 300.00	\$ 0.00	\$ 0.00	\$ 220.39	\$ 79.61	73.46
6000	MATERIAL AND SUPPLIES	\$ 300.00	\$ 0.00	\$ 28.31	\$ 81.61	\$ 218.39	27.20
65103	CAFE - OPERATIONS	\$ 5,978.00	\$ 0.00	\$ 28.31	\$ 2,757.35	\$ 3,220.65	46.12
FUNC 65104 CAFE - JWMS							
1193	SALARIES - FOOD SERVICE	\$ 62,211.00	\$ 41,614.40	\$ 5,149.06	\$ 20,596.24	\$ 0.36	100.00
1393	FOOD SERVICE PART-TIME	\$ 5,500.00	\$ 0.00	\$ 533.13	\$ 1,766.91	\$ 3,733.09	32.13
2100	FICA BENEFITS	\$ 4,554.00	\$ 2,770.46	\$ 349.17	\$ 1,368.70	\$ 414.84	90.89
2210	VSRS	\$ 8,019.00	\$ 5,364.10	\$ 663.70	\$ 2,654.80	\$ 0.10	100.00
2300	HOSPITAL/MEDICAL PLANS	\$ 14,426.00	\$ 8,705.20	\$ 1,430.04	\$ 5,720.16	\$ 0.64	100.00
2400	LIFE INSURANCE	\$ 186.00	\$ 116.52	\$ 14.41	\$ 57.64	\$ 11.84	93.63
5500	TRAVEL	\$ 300.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 300.00	0.00
6000	SUPPLIES	\$ 467.00	\$ 0.00	\$ 0.00	\$ 466.68	\$ 0.32	99.93
6002	FOOD SUPPLIES & FOOD SVC SUPPLIE	\$ 3,933.00	\$ 0.00	\$ 896.30	\$ 1,865.61	\$ 2,067.39	47.43
65104	CAFE - JWMS	\$ 99,596.00	\$ 58,570.68	\$ 9,035.81	\$ 34,496.74	\$ 6,528.58	93.44
FUNC 65106 CAFE - Boyce							

CLARKE COUNTY
 FD-PJT-C/C-PGM-FUNC-OBJ EXPENDITURES SUMMARY REPORT DEFINITION TYPE #1
 for Fiscal Year 2012 (2011-2012 Fiscal Year)
 Posted Only Figures
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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	DECEMBER	Expenditures Year-to-Date	Available Balance	Percent Used
1193	Salaries - Food Service	\$ 43,212.00	\$ 28,670.00	\$ 3,605.11	\$ 14,541.48	\$ 0.52	100.00	
1393	FOOD SERVICE PART-TIME	\$ 4,900.00	\$ 0.00	\$ 399.53	\$ 1,214.96	\$ 3,685.04	24.80	
2100	FICA Benefits	\$ 3,221.00	\$ 1,800.93	\$ 257.31	\$ 1,009.21	\$ 410.86	87.24	
2210	VSRS Benefits	\$ 4,312.00	\$ 2,874.99	\$ 359.37	\$ 1,437.48	\$ 0.47	100.01	
2300	Health Insurance	\$ 12,684.00	\$ 8,455.28	\$ 1,056.91	\$ 4,227.64	\$ 1.08	99.99	
2400	Group Life Insurance	\$ 94.00	\$ 62.47	\$ 7.80	\$ 31.20	\$ 0.33	99.65	
5400	LEASES AND RENTALS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 950.36	\$ 950.36	100.00	
5500	Travel	\$ 300.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 300.00	0.00	
6000	Materials & Supplies	\$ 400.00	\$ 0.00	\$ 0.00	\$ 10.55	\$ 389.45	2.64	
6002	Food Supplies	\$ 2,000.00	\$ 0.00	\$ 777.10	\$ 1,985.03	\$ 14.97	99.25	
65106	CAFE - Boyce	\$ 71,123.00	\$ 41,863.67	\$ 6,463.13	\$ 25,407.91	\$ 3,851.42	94.58	
0	UNDISTRIBUTED	\$ 362,412.00	\$ 196,224.38	\$ 29,670.95	\$ 124,287.78	\$ 41,899.84	88.44	
900	DISTRICT WIDE	\$ 362,412.00	\$ 196,224.38	\$ 29,670.95	\$ 124,287.78	\$ 41,899.84	88.44	
000	NON-CATEGORICAL	\$ 362,412.00	\$ 196,224.38	\$ 29,670.95	\$ 124,287.78	\$ 41,899.84	88.44	
PJT 103 SEDEXO								
C/C 900 DISTRICT WIDE								
PGM 0 UNDISTRIBUTED								
FUNC 65103 CAFE - OPERATIONS								
3000	PURCHASED SERVICES	\$ 207,820.00	\$ 0.00	\$ 35,572.43	\$ 75,403.75	\$ 132,416.25	36.28	
5800	MISCELLANEOUS	\$ 5,000.00	\$ 0.00	\$ 1,148.16	\$ 1,413.30	\$ 3,586.70	28.27	
6000	MATERIALS AND SUPPLIES	\$ 13,000.00	\$ 0.00	\$ 9,179.25	\$ 12,971.35	\$ 28.65	99.78	
6002	FOOD SUPPLIES	\$ 192,000.00	\$ 0.00	\$ 54,515.11	\$ 96,119.45	\$ 95,880.55	50.06	
65103	CAFE - OPERATIONS	\$ 417,820.00	\$ 0.00	\$ 100,414.95	\$ 185,907.85	\$ 231,912.15	44.49	
0	UNDISTRIBUTED	\$ 417,820.00	\$ 0.00	\$ 100,414.95	\$ 185,907.85	\$ 231,912.15	44.49	
900	DISTRICT WIDE	\$ 417,820.00	\$ 0.00	\$ 100,414.95	\$ 185,907.85	\$ 231,912.15	44.49	
103	SEDEXO	\$ 417,820.00	\$ 0.00	\$ 100,414.95	\$ 185,907.85	\$ 231,912.15	44.49	
207	SCHOOL CAFETERIA FUND	\$ 780,232.00	\$ 196,224.38	\$ 130,085.90	\$ 310,195.63	\$ 273,811.99	64.91	

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Fiscal Year: 2012

EXPENDITURES

DEFINITION TYPE 1

205-000-200-1 -61100-6020 TEXTBOOKS

VENDOR: MCGRAW HILL EDUCATION GROUP

1	DECEMBER	64749626001	TEXTBOOKS	73117	12/22/2011	\$ 22,155.53
1	DECEMBER	64749747001	TEXTBOOKS	73117	12/22/2011	\$ 9,385.74
1	DECEMBER	64753646001	TEXTBOOKS	73117	12/22/2011	\$ 9,003.65
1	DECEMBER	64753652001	TEXTBOOKS	73117	12/22/2011	\$ 26,343.11

Total for 205-000-200-1 -61100-6020 \$ 66,888.03

205-000-200-1 -61310-3000 PURCHASED SERVICES

VENDOR: STAFF DEVELOPMENT FOR EDUCATORS

1	DECEMBER	REG-1245804	CONFERENCE	73025	12/15/2011	\$ 349.00
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205-000-200-1 -61310-3010 TUITION ASSISTANCE

VENDOR: REBECCA K DILLON

1	DECEMBER	TUITION	TUITION REIMB	1943	12/15/2011	\$ 1,122.00
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205-000-200-1 -61310-5500 TRAVEL

VENDOR: BB&T FINANCIAL, FSB

76	DECEMBER	9255 6673	TRAVEL	73073	12/22/2011	\$ 219.25
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205-000-200-1 -61310-5510 TRAVEL CONFERENCES & WORKSHOPS

VENDOR: NORTHERN VA COUNCIL FOR GIFTED/TALENTED

1	DECEMBER	HOTEL	HOTEL/EDU RETREAT	73121	12/22/2011	\$ 40.00
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205-000-200-1 -61310-6000 SUPPLIES

VENDOR: BB&T FINANCIAL, FSB

47	DECEMBER	9255 6681	LUNCH	73073	12/22/2011	\$ 13.60
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VENDOR: QUILL CORPORATION

1	DECEMBER	8244418	OFFISTAMP	73013	12/15/2011	\$ 31.00
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Total for 205-000-200-1 -61310-6000 \$ 44.60

205-000-200-2 -61100-3000 PURCHASED SERVICES

VENDOR: COOL SPRING PHYSICAL THERAPY, INC

18	DECEMBER	PHY THERAPY	PURCHASED SERVICES	1940	12/15/2011	\$ 1,476.00
20	DECEMBER	PHY THERAPY	PURCHASED SERVICES	1940	12/15/2011	\$ 4,118.75

Total for 205-000-200-2 -61100-3000 \$ 5,594.75

205-000-200-2 -61100-5230 TELECOMMUNICATIONS

VENDOR: TREASURER OF VIRGINIA

28	DECEMBER	T240616	MONTHLY CHARGES	72956	12/15/2011	\$ 18.17
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VENDOR: VERIZON

376	DECEMBER	00002726889534Y	MONTHLY CHARGES	73048	12/15/2011	\$ 15.52
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Total for 205-000-200-2 -61100-5230 \$ 33.69

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205-000-200-4	-61100-6000		SUPPLIES			
VENDOR: PEARSON EDUCATION						
1	DECEMBER	3586012	BATTERY TEST BOOKLETS (SCOR	73008	12/15/2011	\$ 850.00
2	DECEMBER	3586012	RESULT ONLINE - STANFORD 1	73008	12/15/2011	\$ 428.40
3	DECEMBER	3586012	SHIPPING	73008	12/15/2011	\$ 16.52
Total for 205-000-200-4 -61100-6000						\$ 1,294.92
205-000-202-1	-61100-5230		TELECOMMUNICATIONS			
VENDOR: TREASURER OF VIRGINIA						
29	DECEMBER	T240616	MONTHLY CHARGES	72956	12/15/2011	\$ 23.66
VENDOR: VERIZON						
377	DECEMBER	00002726889534Y	MONTHLY CHARGES	73048	12/15/2011	\$ 562.87
Total for 205-000-202-1 -61100-5230						\$ 586.53
205-000-202-1	-61100-5410		RENTAL AGREEMENTS			
VENDOR: IKON OFFICE SOLUTIONS						
1	DECEMBER	85952384	COPIER MAINTENANCE	72983	12/15/2011	\$ 48.90
205-000-202-1	-61100-6000		SUPPLIES			
VENDOR: BB&T FINANCIAL, FSB						
70	DECEMBER	9255 6673	NEOPRENE VEST	73073	12/22/2011	\$ 98.01
VENDOR: JONES SCHOOL SUPPLY						
1	DECEMBER	873514	SCIENCE FAIR RIBBONS	73109	12/22/2011	\$ 33.45
Total for 205-000-202-1 -61100-6000						\$ 131.46
205-000-202-1	-61100-6030		LEARNING MATERIALS			
VENDOR: THANKS, INC.						
1	DECEMBER	3935	SCIENCE/READING BOOKS	73139	12/22/2011	\$ 451.20
205-000-202-1	-61180-6000		MATERIALS AND SUPPLIES			
VENDOR: QUILL CORPORATION						
1	DECEMBER	8020397	XEROX PHASER	73013	12/15/2011	\$ 214.38
205-000-202-1	-61210-6030		INSTRUCTIONAL MATERIALS			
VENDOR: SHARP SCHOOLS, INC.						
1	DECEMBER	1469	ATTENDANCE PRGRAM FY12	73132	12/22/2011	\$ 63.00
205-000-202-1	-61410-6000		SUPPLIES			
VENDOR: BB&T FINANCIAL, FSB						
75	DECEMBER	9255 6673	CARPET	73073	12/22/2011	\$ 108.67
205-000-203-1	-61100-5230		TELECOMMUNICATIONS			
VENDOR: TREASURER OF VIRGINIA						
31	DECEMBER	T240616	MONTHLY CHARGES	72956	12/15/2011	\$ 45.83
35	DECEMBER	T240616	MONTHLY CHARGES	72956	12/15/2011	\$ 747.60
VENDOR: VERIZON						
378	DECEMBER	00002726889534Y	MONTHLY CHARGES	73048	12/15/2011	\$ 334.04

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Total for 205-000-203-1 -61100-5230						\$ 1,127.47
205-000-203-1 -61100-5410 RENTAL AGREEMENTS						
VENDOR: IKON OFFICE SOLUTIONS						
1	DECEMBER	85971590	COPIER MAINTENANCE	72983	12/15/2011	\$ 615.00
1	DECEMBER	86053033	COPIER MAINTENANCE	73108	12/22/2011	\$ 167.66
Total for 205-000-203-1 -61100-5410						\$ 782.66
205-000-203-1 -61100-6000 SUPPLIES						
VENDOR: CLARKE COUNTY HIGH SCHOOL						
1	DECEMBER	268038	ICE CREAM	73088	12/22/2011	\$ 186.23
VENDOR: KURTZ BROTHERS						
2	DECEMBER	41646.00	HEADPHONES	73111	12/22/2011	\$ 117.50
VENDOR: LAKESHORE LEARNING MATERIALS						
1	DECEMBER	2581871011	TIMERS	73112	12/22/2011	\$ 57.44
VENDOR: QUILL CORPORATION						
1	DECEMBER	8026597	POSTER BOARD	73013	12/15/2011	\$ 28.88
VENDOR: RELIABLE OFFICE SUPPLIES						
1	DECEMBER	CKS07301	MESH CHAIR	73128	12/22/2011	\$ 159.02
Total for 205-000-203-1 -61100-6000						\$ 549.07
205-000-203-1 -61210-5810 DUES,SUBSCRIPTIONS & MEMBERSHIPS						
VENDOR: RESOURCES FOR EDUCATORS, INC						
3	DECEMBER	1906375	SUBSCRIPTION	73014	12/15/2011	\$ 198.00
205-000-203-1 -61320-6000 SUPPLIES						
VENDOR: BROAD REACH						
1	DECEMBER	ARU0107326	BOOKS	73080	12/22/2011	\$ 220.45
VENDOR: FOLLETT LIBRARY RESOURCES						
1	DECEMBER	470512F-6	BOOKS	73100	12/22/2011	\$ 438.02
VENDOR: HOUGHTON MIFFLIN						
1	DECEMBER	947812799	TEST BOOKS	72981	12/15/2011	\$ 754.60
VENDOR: SMART APPLE MEDIA						
1	DECEMBER	ARU0103570	BOOKS	73136	12/22/2011	\$ 278.04
Total for 205-000-203-1 -61320-6000						\$ 1,691.11
205-000-203-1 -61410-5210 POSTAGE						
VENDOR: PURCHASE POWER						
21	DECEMBER	32851610	POSTAGE	73124	12/22/2011	\$ 55.90
205-000-203-1 -61410-6000 SUPPLIES						
VENDOR: ASCD						
1	DECEMBER	0010639421	BOOK	73066	12/22/2011	\$ 28.95
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	DECEMBER	56319	HOOKS	73078	12/22/2011	\$ 2.49

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1	DECEMBER	NAIL	GUTTER NAIL	73078	12/22/2011 \$	4.94
6	DECEMBER	PRIMARY	PLIERS/BULBS	73078	12/22/2011 \$	17.97
VENDOR: SHENANDOAH VALLEY WATER & COFFEE CO.						
1	DECEMBER	L4631910-11	WATER	73134	12/22/2011 \$	101.25
Total for 205-000-203-1 -61410-6000						155.60
205-000-204-1 -61100-3000 PURCHASED SERVICES						
VENDOR: SIMPLEX TIME RECORDER CO.						
1	DECEMBER	67216301	REPAIR CLOCKS	73022	12/15/2011 \$	160.00
205-000-204-1 -61100-5230 TELECOMMUNICATIONS						
VENDOR: TREASURER OF VIRGINIA						
33	DECEMBER	T240616	MONTHLY CHARGES	72956	12/15/2011 \$	68.89
VENDOR: VERIZON						
379	DECEMBER	00002726889534Y	MONTHLY CHARGES	73048	12/15/2011 \$	422.28
Total for 205-000-204-1 -61100-5230						491.17
205-000-204-1 -61100-5410 RENTAL AGREEMENTS						
VENDOR: DDL BUSINESS SYSTEMS LLC						
1	DECEMBER	46226	COPIER MAINTENANCE	72951	12/15/2011 \$	13.32
205-000-204-1 -61100-6000 SUPPLIES						
VENDOR: BB&T FINANCIAL, FSB						
39	DECEMBER	9255 6699	FREEZER/MICROWAVE	73073	12/22/2011 \$	171.39
205-000-204-1 -61180-6000 MATERIALS AND SUPPLIES						
VENDOR: QUILL CORPORATION						
1	DECEMBER	8060285	INK CARTRIDGES	73013	12/15/2011 \$	416.75
205-000-204-1 -61180-6040 SOFTWARE/ON-LINE CONTENT						
VENDOR: GLOGSTER EC, INC.						
1	DECEMBER	ER1158	TEACHER LICENSE	73103	12/22/2011 \$	99.00
205-000-204-1 -61410-5210 POSTAGE						
VENDOR: PURCHASE POWER						
23	DECEMBER	32851610	POSTAGE	73124	12/22/2011 \$	459.36
205-000-300-1 -61100-3000 PURCHASED SERVICES						
VENDOR: NW WORKS, INC						
1	DECEMBER	0911CHRISM	SCHOOL TO WORK	1978	12/15/2011 \$	1,423.35
205-000-300-1 -61210-3001 PURCHASED SERVICES-CLEAN						
VENDOR: CLEAN INC						
1	DECEMBER	1321 08-29	FY12 2ND SEMESTER	72945	12/15/2011 \$	2,621.50
205-000-300-1 -61230-5500 TRAVEL						
VENDOR: ALYSSA HUSSEY						
2	DECEMBER	MILEAGE REIMB	MILEAGE REIMB	1957	12/15/2011 \$	23.31

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205-000-300-1	-61310-3000		PURCHASED SERVICES			
VENDOR: LORD FAIRFAX COMMUNITY COLLEGE						
1	DECEMBER	698	CONSORTIUM LUNCH	72993	12/15/2011	\$ 38.34
VENDOR: SHEWBRIDGE, EDWARD						
2	DECEMBER	TRAVEL REIMB	TRVEL REIMB	1994	12/15/2011	\$ 375.35
Total for 205-000-300-1 -61310-3000						\$ 413.69

205-000-300-1	-61310-5210		POSTAL SERVICES			
VENDOR: FEDERAL EXPRESS CORPORATION						
1	DECEMBER	7-687-60916	POSTAGE	72964	12/15/2011	\$ 126.70
205-000-300-1	-61310-5500		TRAVEL			
VENDOR: BB&T FINANCIAL, FSB						
69	DECEMBER	9255 6673	TRAVEL	73073	12/22/2011	\$ 10.70
VENDOR: DOWLING, BETH						
3	DECEMBER	MILEAGE	MILEAGE REIMB	1945	12/15/2011	\$ 106.56
VENDOR: FLOYD, LISA						
9	DECEMBER	MILEAGE REIMB	MILEAGE REIMB	1949	12/15/2011	\$ 98.80
VENDOR: JOHNSTON, TINA						
2	DECEMBER	TRAVEL	TRAVEL	1961	12/15/2011	\$ 428.27
VENDOR: RUSCITO, KATIE						
1	DECEMBER	TRAVEL	TRAVEL REIMB	1990	12/15/2011	\$ 527.98
Total for 205-000-300-1 -61310-5500						\$ 1,172.31

205-000-300-1	-61310-6000		SUPPLIES			
VENDOR: PEGGY R WAMPLER						
1	DECEMBER	SUPPLIES	DVD'S	2007	12/15/2011	\$ 13.00
205-000-300-2	-61310-3000		PURCHASED SERVICES			
VENDOR: INOVA KELLAR CENTER						
1	DECEMBER	D002806689-9854	DAY SCHOOL	72986	12/15/2011	\$ 3,003.00
205-000-305-1	-61100-3115		PURCHASED SERVICES ATHLETICS			
VENDOR: WINCHESTER PHYSICAL THERAPY						
10	DECEMBER	ATHLETIC TRAIN	ATHLETIC TRAINING SERVICES	73060	12/15/2011	\$ 3,996.91
205-000-305-1	-61100-3320		MAINTENANCE CONTRACTS			
VENDOR: IKON OFFICE SOLUTIONS						
1	DECEMBER	5021559257	FY 2012 COPIER MAINTENANCE	72984	12/15/2011	\$ 12.26
205-000-305-1	-61100-5230		TELECOMMUNICATIONS			
VENDOR: TREASURER OF VIRGINIA						
30	DECEMBER	T240616	MONTHLY CHARGES	72956	12/15/2011	\$ 121.24
VENDOR: VERIZON						
380	DECEMBER	00002726889534Y	MONTHLY CHARGES	73048	12/15/2011	\$ 642.52
Total for 205-000-305-1 -61100-5230						\$ 763.76

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205-000-305-1	-61100-6000		SUPPLIES			
VENDOR: B-K OFFICE SUPPLY, INC.						
1	DECEMBER	28016-1	VISITOR BADGES	2016	12/22/2011 \$	15.95
205-000-305-1	-61100-6030		INSTRUCTIONAL MATERIALS			
VENDOR: BB&T FINANCIAL, FSB						
16	DECEMBER	9255 6459	BOOK	73073	12/22/2011 \$	42.00
VENDOR: J W PEPPER & SON, INC.						
1	DECEMBER	01J30093	MUSIC	1958	12/15/2011 \$	70.00
1	DECEMBER	01J34426	MUSIC MATERIALS	1959	12/15/2011 \$	228.92
VENDOR: MUSICAL SOURCE, INC.						
1	DECEMBER	1238660	MUSIC MATERIAL	73001	12/15/2011 \$	104.22
1	DECEMBER	1238661	MUSIC MATERIALS	73118	12/22/2011 \$	60.73
1	DECEMBER	1242190	MUSIC MATERIAL	73001	12/15/2011 \$	76.43
VENDOR: WARD'S NATURAL SCIENCE						
1	DECEMBER	4197-465-00	OWL PELLETS	73057	12/15/2011 \$	173.66
1	DECEMBER	4197-465-01	CALCIUM CHLORIDE	73057	12/15/2011 \$	19.26
VENDOR: WARREN, ANNE MARIE						
1	DECEMBER	SUPPLIES REIMB	PVC PIPE/TUBING/TAPE	2056	12/22/2011 \$	89.79
Total for 205-000-305-1 -61100-6030					\$	865.01
205-000-305-1	-61100-6115		SUPPLIES GRADUATION			
VENDOR: JOSTENS INC.						
1	DECEMBER	14857094	SUPPLIES GRADUATION	72988	12/15/2011 \$	1,580.81
205-000-305-1	-61320-6000		SUPPLIES			
VENDOR: SCOTT ELECTRIC						
1	DECEMBER	7087584	PHOTO LAMP	73131	12/22/2011 \$	43.80
205-000-305-1	-61410-5210		POSTAGE			
VENDOR: PITNEY BOWES						
1	DECEMBER	30030134	POSTAGE	73123	12/22/2011 \$	2,019.99
1	DECEMBER	362450	POSTAGE	73123	12/22/2011 \$	117.69
Total for 205-000-305-1 -61410-5210					\$	2,137.68
205-000-305-1	-61410-5410		RENTAL AGREEMENTS			
VENDOR: IKON OFFICE SOLUTIONS						
1	DECEMBER	85948827	COPIER MAINTENANCE	72983	12/15/2011 \$	1,174.14
1	DECEMBER	85971587	COPIER MAINTENANCE	72983	12/15/2011 \$	225.17
1	DECEMBER	86039524	COPIER MAINTENANCE	72983	12/15/2011 \$	1,467.00
Total for 205-000-305-1 -61410-5410					\$	2,866.31
205-000-305-1	-61410-5500		TRAVEL			
VENDOR: ARMSTRONG, BARBARA						
6	DECEMBER	MILEAGE REIMB	MILEAGE REIMB	2014	12/22/2011 \$	25.53
VENDOR: JEFFREY C JACKSON						
2	DECEMBER	MILEAGE REIMB	MILEAGE REIMB	1960	12/15/2011 \$	266.40

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Total for 205-000-305-1 -61410-5500						\$ 291.93
205-000-305-1	-61820-6000		MATERIALS AND SUPPLIES			
VENDOR: QUILL CORPORATION						
1	DECEMBER	8308530	INK	73126	12/22/2011	\$ 51.18
1	DECEMBER	8442655	INK	73126	12/22/2011	\$ 111.99

Total for 205-000-305-1 -61820-6000						\$ 163.17
205-000-305-3	-61100-3000		PURCHASED SERVICES			
VENDOR: CLARKE COUNTY HEALTH DEPARTMENT						
1	DECEMBER	133394067	SERVICES	72944	12/15/2011	\$ 20.94
1	DECEMBER	134208354	SERVICES	72944	12/15/2011	\$ 20.94
1	DECEMBER	134254711	SERVICES	72944	12/15/2011	\$ 20.94
1	DECEMBER	134416299	SERVICES	72944	12/15/2011	\$ 20.94
1	DECEMBER	135151725	SERVICES	72944	12/15/2011	\$ 20.94
1	DECEMBER	135152379	SERVICES	72944	12/15/2011	\$ 20.94
1	DECEMBER	135539438	SERVICES	72944	12/15/2011	\$ 20.94
1	DECEMBER	135576790	SERVICES	72944	12/15/2011	\$ 20.94
1	DECEMBER	135576840	SERVICES	72944	12/15/2011	\$ 20.94
1	DECEMBER	135576926	SERVICES	72944	12/15/2011	\$ 20.94
1	DECEMBER	135576939	SERVICES	72944	12/15/2011	\$ 20.94
1	DECEMBER	135576944	SERVICES	72944	12/15/2011	\$ 20.94
1	DECEMBER	135577060	SERVICES	72944	12/15/2011	\$ 20.94
1	DECEMBER	135577733	SERVICES	72944	12/15/2011	\$ 20.94
1	DECEMBER	135577833	SERVICES	72944	12/15/2011	\$ 20.94
1	DECEMBER	3315321	SERVICES	72944	12/15/2011	\$ 20.94
1	DECEMBER	3322880	SERVICES	72944	12/15/2011	\$ 20.94
1	DECEMBER	6490577	SERVICES	72944	12/15/2011	\$ 20.94

Total for 205-000-305-3 -61100-3000						\$ 376.92
205-000-307-1	-61100-5230		TELECOMMUNICATIONS			
VENDOR: TREASURER OF VIRGINIA						
27	DECEMBER	T240616	MONTHLY CHARGES	72956	12/15/2011	\$ 2.92
VENDOR: VERIZON						
381	DECEMBER	00002726889534Y	MONTHLY CHARGES	73048	12/15/2011	\$ 104.09

Total for 205-000-307-1 -61100-5230						\$ 107.01
205-000-900-0	-62110-3150		LEGAL			
VENDOR: REED SMITH LLP						
2	DECEMBER	2164923	LEGAL	2045	12/22/2011	\$ 2,851.40
1	DECEMBER	2176483	LEGAL	2045	12/22/2011	\$ 2,153.50
1	DECEMBER	2188473	LEGAL	2045	12/22/2011	\$ 3,011.60
1	DECEMBER	2201915	LEGAL	2045	12/22/2011	\$ 3,982.05
VENDOR: TIMBERLAKE, SMITH, THOMAS & MOSES, PC						
6	DECEMBER	21992M	LEGAL	2054	12/22/2011	\$ 592.00

Total for 205-000-900-0 -62110-3150						\$ 12,590.55
205-000-900-0	-62120-3000		PURCHASED SERVICES			
VENDOR: CINTAS DOCUMENT MANAGEMENT						
1	DECEMBER	DJ94021852	OFFSITE SERVICE	73085	12/22/2011	\$ 324.75

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VENDOR: VSBA						
1	DECEMBER	CONFERENCE	CONFERENCE	73149	12/22/2011 \$	700.00
2	DECEMBER	WEBINAR	PRE-REGISTER WEBINAR	73149	12/22/2011 \$	125.00
Total for 205-000-900-0 -62120-3000						\$ 1,149.75
205-000-900-0 -62120-5210 POSTAGE						
VENDOR: PURCHASE POWER						
19	DECEMBER	32851610	POSTAGE	73124	12/22/2011 \$	431.96
205-000-900-0 -62120-5230 TELECOMMUNICATIONS						
VENDOR: TREASURER OF VIRGINIA						
36	DECEMBER	T240616	MONTHLY CHARGES	72956	12/15/2011 \$	4.09
205-000-900-0 -62120-5500 TRAVEL						
VENDOR: BB&T FINANCIAL, FSB						
44	DECEMBER	9255 6681	TRAVEL	73073	12/22/2011 \$	703.18
205-000-900-0 -62120-6000 SUPPLIES						
VENDOR: BB&T FINANCIAL, FSB						
74	DECEMBER	9255 6673	LUNCHES	73073	12/22/2011 \$	54.80
43	DECEMBER	9255 6681	BOOK	73073	12/22/2011 \$	121.98
VENDOR: COAST TO COAST PROMOTIONS						
1	DECEMBER	1112	T-SHIRTS	2019	12/22/2011 \$	593.90
VENDOR: QUILL CORPORATION						
2	DECEMBER	8244418	OFFISTAMP	73013	12/15/2011 \$	11.54
VENDOR: SHENANDOAH VALLEY WATER & COFFEE CO.						
1	DECEMBER	L13104300-11	WATER	73134	12/22/2011 \$	5.50
Total for 205-000-900-0 -62120-6000						\$ 787.72
205-000-900-0 -62140-3840 CRIMINAL CHECKS						
VENDOR: DEPARTMENT OF VIRGINIA STATE POLICE						
11	DECEMBER	A1516	CRIMINAL RECORDS	72958	12/15/2011 \$	74.00
VENDOR: VIRGINIA DEPARTMENT OF SOCIAL SERVICES						
10	DECEMBER	A-7216	SERVICES	73147	12/22/2011 \$	91.00
11	DECEMBER	A-7216	SERVICES/DEC	73147	12/22/2011 \$	42.00
Total for 205-000-900-0 -62140-3840						\$ 207.00
205-000-900-0 -63100-5500 TRAVEL						
VENDOR: RANDOLPH C TRENARY JR						
1	DECEMBER	FOOD REIMB	LUNCH/DINNER REIMB	2055	12/22/2011 \$	12.22
205-000-900-0 -63200-3110 HEALTH						
VENDOR: AMHERST FAMILY PRACTICE						
1	DECEMBER	ACCT 79	SERVICES	72928	12/15/2011 \$	789.00
VENDOR: FIRST ADVANTAGE OCCUPATIONAL HEALTH SERV						
1	DECEMBER	1105019	DRUG TESTING	72966	12/15/2011 \$	137.80
Total for 205-000-900-0 -63200-3110						\$ 926.80

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205-000-900-0	-63200-6000		SUPPLIES			
VENDOR: NAPT						
1	DECEMBER	T-113	TRANSP CHILD W/DISABILITIE	73003	12/15/2011 \$	34.73
205-000-900-0	-63200-6008		FUEL			
VENDOR: MANSFIELD OIL COMPANY						
1	DECEMBER	SQLCD/00021907	FUEL	1969	12/15/2011 \$	9,340.42
1	DECEMBER	SQLCD/00022296	FUEL	2036	12/22/2011 \$	7,843.47
Total for 205-000-900-0 -63200-6008						\$ 17,183.89
205-000-900-0	-63400-3000		REPAIRS & MAINTENANCE			
VENDOR: EXTINGUISHER SALES & SERVICE. LLC						
2	DECEMBER	76272	REPAIRS & MAINTENANCE	72963	12/15/2011 \$	164.00
1	DECEMBER	90911-7	REPAIRS & MAINTENANCE	72963	12/15/2011 \$	121.00
Total for 205-000-900-0 -63400-3000						\$ 285.00
205-000-900-0	-63400-6009		SUPPLIES			
VENDOR: BB&T FINANCIAL, FSB						
72	DECEMBER	9255 6673	DMV REGISTRATION	73073	12/22/2011 \$	10.00
VENDOR: FISHER AUTO PARTS, INC.						
1	DECEMBER	009-008966	PLUG WIRE	72968	12/15/2011 \$	42.95
1	DECEMBER	009-008989	SPARK PLUG, COIL/LIGHT	72968	12/15/2011 \$	100.89
1	DECEMBER	009-009017	FUEL INJECTOR	72968	12/15/2011 \$	32.63
1	DECEMBER	009-009241	HEADLIGHT BULB	72968	12/15/2011 \$	15.78
1	DECEMBER	009-009257	HEADLIGHT BULB	72968	12/15/2011 \$	39.45
1	DECEMBER	009-009742	BELT	72968	12/15/2011 \$	29.05
1	DECEMBER	009-009744	FUSES	72968	12/15/2011 \$	28.54
1	DECEMBER	009-009825	OIL FILTER	72968	12/15/2011 \$	3.58
1	DECEMBER	009-010100	FUSE CONNECTOR	72968	12/15/2011 \$	8.50
1	DECEMBER	009-010104	CIRCUIT TESTER	72968	12/15/2011 \$	12.95
1	DECEMBER	009-010291	A/C COMPRESSOR	72968	12/15/2011 \$	172.94
1	DECEMBER	009-010387	WINDSHIELD WASHER	72968	12/15/2011 \$	12.54
1	DECEMBER	009-010600	ENGINE WATER PUMP	72968	12/15/2011 \$	32.99
VENDOR: HIGHWAY MOTORS INC						
1	DECEMBER	110401W	PUMP	72978	12/15/2011 \$	611.80
1	DECEMBER	110410W	GASKET	72978	12/15/2011 \$	16.44
1	DECEMBER	110518W	KIT	72978	12/15/2011 \$	193.44
1	DECEMBER	110584W	KIT	72978	12/15/2011 \$	65.28
1	DECEMBER	110682W	SWITCH	72978	12/15/2011 \$	14.30
1	DECEMBER	110949W	BATTERIES	72978	12/15/2011 \$	444.60
1	DECEMBER	110950W	SWITCH	72978	12/15/2011 \$	95.22
VENDOR: KOONS STERLING FORD						
1	DECEMBER	52045	KIT/JET/HOSE	72989	12/15/2011 \$	20.24
VENDOR: PARTS & MORE, INC						
1	DECEMBER	45057	SWITCH	73005	12/15/2011 \$	45.77
VENDOR: SELECT SPECIALTY PRODUCTS						
1	DECEMBER	36141	UNIQUE II/MELTZ	73018	12/15/2011 \$	325.34
VENDOR: JNO S. SOLENBERGER INDUSTRIAL						
1	DECEMBER	956966	TRANSPONDER KEY	73023	12/15/2011 \$	39.99

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VENDOR: TELTRONIC						
1	DECEMBER	502065	MINI UHF	73029	12/15/2011	\$ 17.28
Total for 205-000-900-0 -63400-6009						\$ 2,432.49
205-000-900-0 -64200-3000 PURCHASED SERVICES						
VENDOR: EXTINGUISHER SALES & SERVICE, LLC						
1	DECEMBER	76272	PURCHASED SERVICES	72963	12/15/2011	\$ 2,617.00
205-000-900-0 -64200-5103 WATER & SEWER						
VENDOR: TOWN OF BERRYVILLE						
12	DECEMBER	7006200.0098	309 W MAIN	73032	12/15/2011	\$ 20.57
205-000-900-0 -64200-5230 TELEPHONE						
VENDOR: AT&T MOBILITY						
7	DECEMBER	x12012011	SCHOOL MAINT	72931	12/15/2011	\$ 25.06
VENDOR: TREASURER OF VIRGINIA						
34	DECEMBER	T240616	MONTHLY CHARGES	72956	12/15/2011	\$ 9.73
VENDOR: VERIZON						
382	DECEMBER	00002726889534Y	MONTHLY CHARGES	73048	12/15/2011	\$ 87.31
Total for 205-000-900-0 -64200-5230						\$ 122.10
205-000-900-0 -64200-6007 SUPPLIES - BUILDING MATERIALS						
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
2	DECEMBER	56466	NUTS/WASHSERS	73078	12/22/2011	\$ 20.99
205-000-900-0 -64200-6008 VEHICLE AND EQUIP FUEL						
VENDOR: MANSFIELD OIL COMPANY						
4	DECEMBER	SQLCD/00021906	FUEL	1969	12/15/2011	\$ 75.04
205-000-901-2 -61100-3000 PURCHASED SERVICES						
VENDOR: COOL SPRING PHYSICAL THERAPY, INC						
19	DECEMBER	PHY THERAPY	PURCHASED SERVICES	1940	12/15/2011	\$ 4,323.00
205-000-902-0 -64200-3000 PURCHASED SERVICES						
VENDOR: CONSOLIDATED ELECTRIC SERVICE LC						
1	DECEMBER	21871	ELECTRICIAN SERVICES/SCHOO	72948	12/15/2011	\$ 603.00
VENDOR: RIDDLEBERGER BROS INC						
1	DECEMBER	66944	BOYCE SCHOOL/SERVICE	1989	12/15/2011	\$ 426.50
1	DECEMBER	67085	BOYCE SCHOOL	1989	12/15/2011	\$ 1,352.50
Total for 205-000-902-0 -64200-3000						\$ 2,382.00
205-000-902-0 -64200-3320 MAINTENANCE SERVICE CONTRACTS						
VENDOR: ALLIED WASTE SERVICES #976						
2	DECEMBER	0976000270352	SCHOOLS DUMPSTERS/ANNUAL E	72926	12/15/2011	\$ 292.42
205-000-902-0 -64200-6005 SUPPLIES - BUILDING SERVICES						
VENDOR: GENERAL SALES OF VIRGINIA						
1	DECEMBER	211013350	BOYCE CUSTODIAL SUPPLIES	1951	12/15/2011	\$ 305.30

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205-000-902-0	-64200-6007		REPAIR & MAINT SUPPLIES			
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	DECEMBER	56147	SCREW/WASHERS	72938	12/15/2011	\$ 8.57
1	DECEMBER	56349	BULB	73078	12/22/2011	\$ 6.49
VENDOR: HSBC BUSINESS SOLUTIONS						
2	DECEMBER	25011899	WALK BEHIND SPREADER	72982	12/15/2011	\$ 213.00
Total for 205-000-902-0 -64200-6007						\$ 228.06
205-000-903-0	-64200-3320		MAINTENANCE SERVICE CONTRACTS			
VENDOR: ALLIED WASTE SERVICES #976						
3	DECEMBER	0976000270352	SCHOOLS DUMPSTERS/ANNUAL E	72926	12/15/2011	\$ 584.84
205-000-903-0	-64200-5103		WATER & SEWER			
VENDOR: TOWN OF BERRYVILLE						
11	DECEMBER	7006100.0098	317 W MAIN	73032	12/15/2011	\$ 1,357.62
12	DECEMBER	9001600.0098	10 WESTWOOD	73032	12/15/2011	\$ 884.51
Total for 205-000-903-0 -64200-5103						\$ 2,242.13
205-000-903-0	-64200-6005		SUPPLIES - BUILDING SERVICES			
VENDOR: GENERAL SALES OF VIRGINIA						
1	DECEMBER	211013349	BPS & COOLEY CUSTODIAL SUP	1951	12/15/2011	\$ 447.94
1	DECEMBER	211013646	BPS & COOLEY CUSTODIAL SUP	2024	12/22/2011	\$ 46.50
1	DECEMBER	211013912	BPS & COOLEY CUSTODIAL SUP	2024	12/22/2011	\$ 318.30
Total for 205-000-903-0 -64200-6005						\$ 812.74
205-000-903-0	-64200-6007		REPAIR & MAINT SUPPLIES			
VENDOR: BERRYVILLE AUTO PARTS INC						
1	DECEMBER	ADMN 5370-54411	BELT	72934	12/15/2011	\$ 8.31
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	DECEMBER	56082	MOUSE TRAP/DRY PATCH	72938	12/15/2011	\$ 11.65
1	DECEMBER	56143	LEAK STOPPER	72938	12/15/2011	\$ 15.99
1	DECEMBER	56215	LEAK STOPPER	72938	12/15/2011	\$ 15.99
1	DECEMBER	56333	TAPE/ACRY SHEET	73078	12/22/2011	\$ 22.98
1	DECEMBER	56365	EPOXY	73078	12/22/2011	\$ 5.49
VENDOR: LOWE'S COMPANIES, INC						
2	DECEMBER	37253	BOX BEAM	73114	12/22/2011	\$ 28.47
VENDOR: MAURICE ELECTRICAL SUPPLY CO						
1	DECEMBER	S040439457.001	ELECTRONICS	73116	12/22/2011	\$ 85.66
VENDOR: YOUNGS						
1	DECEMBER	569082	HINGES	73062	12/15/2011	\$ 151.84
Total for 205-000-903-0 -64200-6007						\$ 346.38
205-000-904-0	-64200-3000		PURCHASED SERVICES			
VENDOR: HOBART SERVICE						
1	DECEMBER	30219787	DISHWASHER SERV/JWMS	72980	12/15/2011	\$ 163.50
VENDOR: MCDONALD, JERRY C.						

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1	DECEMBER	1273	JWMS	1971	12/15/2011 \$	911.02
VENDOR: RIDDLEBERGER BROS INC						
1	DECEMBER	67081	JWMS	1989	12/15/2011 \$	1,260.00
1	DECEMBER	67461	JWMS/NO HEAT	2046	12/22/2011 \$	4,583.33
Total for 205-000-904-0 -64200-3000						\$ 6,917.85
205-000-904-0 -64200-3320 MAINTENANCE SERVICE CONTRACTS						
VENDOR: ALLIED WASTE SERVICES #976						
4	DECEMBER	0976000270352	SCHOOLS DUMPSTERS/ANNUAL E	72926	12/15/2011 \$	292.42
205-000-904-0 -64200-5103 WATER & SEWER						
VENDOR: TOWN OF BERRYVILLE						
11	DECEMBER	7012100.0098	TENNIS JWMS	73032	12/15/2011 \$	63.14
13	DECEMBER	7012700.0098	JWMS	73032	12/15/2011 \$	1,191.34
Total for 205-000-904-0 -64200-5103						\$ 1,254.48
205-000-904-0 -64200-6005 SUPPLIES - BUILDING SERVICES						
VENDOR: GENERAL SALES OF VIRGINIA						
1	DECEMBER	211013348	J-WMS CUSTODIAL SUPPLIES	1951	12/15/2011 \$	746.88
205-000-904-0 -64200-6007 REPAIR & MAINT SUPPLIES						
VENDOR: BB&T FINANCIAL, FSB						
44	DECEMBER	9255 6707	PINION	73073	12/22/2011 \$	37.50
45	DECEMBER	9255 6707	REP KIT	73073	12/22/2011 \$	119.90
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	DECEMBER	56280	ELEC TAPE/WIRE	72938	12/15/2011 \$	13.48
1	DECEMBER	56310	NUTS/WASHERS/BIT	73078	12/22/2011 \$	15.95
1	DECEMBER	56320	NUTS/WASHERS	73078	12/22/2011 \$	14.84
VENDOR: W W GRAINGER, INC						
1	DECEMBER	9687402785	BATTERIES	72976	12/15/2011 \$	94.80
1	DECEMBER	9695692955	TOTAL RELIEF KIT	72976	12/15/2011 \$	191.58
VENDOR: MAURICE ELECTRICAL SUPPLY CO						
1	DECEMBER	S040414036.001	750 WATT HALOGEN	72997	12/15/2011 \$	138.90
1	DECEMBER	S040418827.001	LAMP	72997	12/15/2011 \$	149.76
1	DECEMBER	S040441498.000	BALLAST	73116	12/22/2011 \$	120.29
1	DECEMBER	S040441498.001	FLUOR	73116	12/22/2011 \$	100.40
VENDOR: NORVAC LOCK TECHNOLOGY INC						
1	DECEMBER	117575	KEYS	2039	12/22/2011 \$	12.00
VENDOR: SOUTHERN REFRIGERATION						
1	DECEMBER	367780	HW 3 POLE	73137	12/22/2011 \$	30.59
VENDOR: THOMAS PLUMBING & HEATING, INC.						
2	DECEMBER	CCPURCHASES	BACKFLOW REPAIR KIT	2003	12/15/2011 \$	137.90
VENDOR: WINCHESTER ELECTRIC SERVICE						
1	DECEMBER	0140254	BLOWER WHEEL/MOTOR	2057	12/22/2011 \$	567.88
Total for 205-000-904-0 -64200-6007						\$ 1,745.77
205-000-905-0 -62210-5500 TRAVEL						

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VENDOR: KIDRICK, C. ANDRE						
8	DECEMBER	MILEAGE REIMB	MILEAGE REIMB	1964	12/15/2011 \$	54.12
205-000-905-0	-64200-3000	PURCHASED SERVICES				
VENDOR: THOMAS PLUMBING & HEATING, INC.						
7	DECEMBER	CCSCHOOLHS	PLUMBING/HEATING FOR SCHOO	2052	12/22/2011 \$	161.71
205-000-905-0	-64200-3320	MAINTENANCE SERVICE CONTRACTS				
VENDOR: ALLIED WASTE SERVICES #976						
5	DECEMBER	0976000270352	SCHOOLS DUMPSTERS/ANNUAL E	72926	12/15/2011 \$	531.40
205-000-905-0	-64200-5102	HEATING FUEL				
VENDOR: QUARLES ENERGY SERVICES						
1	DECEMBER	19741	HEATING OIL	73125	12/22/2011 \$	9,623.02
1	DECEMBER	3053	LP/GREENHOUSE	73012	12/15/2011 \$	646.95
1	DECEMBER	58867	LP GAS	73125	12/22/2011 \$	456.45
Total for 205-000-905-0 -64200-5102						\$ 10,726.42
205-000-905-0	-64200-5103	WATER & SEWER				
VENDOR: TOWN OF BERRYVILLE						
12	DECEMBER	9001700.0098	CCHS	73032	12/15/2011 \$	3,949.44
12	DECEMBER	9001900.0098	ATHLETIC FLD	73032	12/15/2011 \$	69.71
Total for 205-000-905-0 -64200-5103						\$ 4,019.15
205-000-905-0	-64200-6005	SUPPLIES - BUILDING SERVICES				
VENDOR: GENERAL SALES OF VIRGINIA						
1	DECEMBER	211013590	CCHS CUSTODIAL SUPPLIES	2025	12/22/2011 \$	329.00
205-000-905-0	-64200-6007	REPAIR & MAINT SUPPLIES				
VENDOR: BB&T FINANCIAL, FSB						
40	DECEMBER	9255 6707	PLUMBING PARTS	73073	12/22/2011 \$	203.14
VENDOR: BERRYVILLE FARM SUPPLY						
1	DECEMBER	1006549	GRASS	72936	12/15/2011 \$	15.50
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	DECEMBER	56158	NUTS/WASHERS	72938	12/15/2011 \$	20.54
1	DECEMBER	56311	SWITCH	72938	12/15/2011 \$	6.49
1	DECEMBER	56466	NUTS/WASHERS	73078	12/22/2011 \$	9.09
1	DECEMBER	56475	VALVE	73078	12/22/2011 \$	9.49
VENDOR: LOWE'S COMPANIES, INC						
1	DECEMBER	34615	PAINT	72996	12/15/2011 \$	29.97
VENDOR: NORVAC LOCK TECHNOLOGY INC						
1	DECEMBER	117574	LOCK CHASSIE	1977	12/15/2011 \$	224.00
1	DECEMBER	117595	KEYS	2039	12/22/2011 \$	15.00
Total for 205-000-905-0 -64200-6007						\$ 533.22
205-000-906-0	-61100-5210	POSTAL SERVICES				
VENDOR: PURCHASE POWER						
20	DECEMBER	32851610	POSTAGE	73124	12/22/2011 \$	72.77

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VENDOR: U S POSTAL SERVICE						
4	DECEMBER	STAMPS	VOID VOUCHER TRANSACTION P	72469	10/14/2011	\$ 88.00-
		Total for 205-000-906-0	-61100-5210			\$ 15.23-
205-000-906-0	-61100-5500	TRAVEL				
VENDOR: SARAH J KAHLE						
3	DECEMBER	MILEAGE REIMB	MILEAGE REIMB	2030	12/22/2011	\$ 180.80
VENDOR: LASKY, DIANNE						
2	DECEMBER	TRAVEL	TRAVEL REIMB	1965	12/15/2011	\$ 369.71
		Total for 205-000-906-0	-61100-5500			\$ 550.51
205-000-906-0	-61100-6000	MATERIALS AND SUPPLIES				
VENDOR: BB&T FINANCIAL, FSB						
48	DECEMBER	9255 6681	BOOK	73073	12/22/2011	\$ 135.70
VENDOR: DDL BUSINESS SYSTEMS LLC						
1	DECEMBER	46228	COPIER MAINT - FY 2012	72951	12/15/2011	\$ 48.50
VENDOR: TREASURER OF VIRGINIA						
32	DECEMBER	T240616	MONTHLY CHARGES	72956	12/15/2011	\$ 7.75
VENDOR: FOX'S PIZZA DEN						
1	DECEMBER	071616	PIZZA	72971	12/15/2011	\$ 48.40
VENDOR: SHENANDOAH VALLEY WATER & COFFEE CO.						
1	DECEMBER	K3238800-11	WATER	73020	12/15/2011	\$ 83.50
		Total for 205-000-906-0	-61100-6000			\$ 323.85
205-000-906-0	-62220-3000	PURCHASED SERVICES				
VENDOR: CLARKE COUNTY HEALTH DEPARTMENT						
1	DECEMBER	123014242	SERVICES	73086	12/22/2011	\$ 3.30
1	DECEMBER	135572348	SERVICES	72944	12/15/2011	\$ 30.00
1	DECEMBER	3168160	SERVICES	73086	12/22/2011	\$ 20.00
VENDOR: LORD FAIRFAX EMS COUNCIL, INC.						
1	DECEMBER	4110	EMT CLASS	72995	12/15/2011	\$ 682.50
1	DECEMBER	4137	CPR CLASS	72995	12/15/2011	\$ 65.00
		Total for 205-000-906-0	-62220-3000			\$ 800.80
205-000-906-0	-62220-5500	TRAVEL				
VENDOR: CLARK, DOROTHY						
8	DECEMBER	MILEAGE REIMB	MILEAGE REIMB	1938	12/15/2011	\$ 77.70
205-000-906-0	-62220-6000	SUPPLIES				
VENDOR: CLARK, DOROTHY						
2	DECEMBER	SUPPLIES	SNACKS/FIRST AID CLASS	1938	12/15/2011	\$ 5.65
205-000-906-0	-62230-5500	TRAVEL				
VENDOR: BAKER, NICOLE						
10	DECEMBER	MILEAGE REIMB	MILEAGE REIMB	1924	12/15/2011	\$ 117.11
VENDOR: MEGAN L GEATRAKAS						

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7	DECEMBER	MILEAGE REIMB	MILEAGE REIMB	1950	12/15/2011 \$	8.05
VENDOR: MADDEN, MICHELLE						
4	DECEMBER	MILEAGE REIMB	MILEAGE REIMB	1967	12/15/2011 \$	93.24
Total for 205-000-906-0 -62230-5500						\$ 218.40
205-000-906-0 -62230-6000 SUPPLIES						
VENDOR: PEARSON ASSESSMENT GROUP						
3	DECEMBER	73238964	BOOKS	73007	12/15/2011 \$	1,589.81
205-000-906-0 -62240-5500 TRAVEL						
VENDOR: LASKY, DIANNE						
9	DECEMBER	MILEAGE REIMB	MILEAGE REIMB	2033	12/22/2011 \$	82.14
VENDOR: SJOSTROM, RICK						
7	DECEMBER	MILEAGE REIMB	MILEAGE REIMB	1995	12/15/2011 \$	33.02
Total for 205-000-906-0 -62240-5500						\$ 115.16
205-000-906-0 -64200-3000 PURCHASED SERVICES						
VENDOR: ANDERSON CONTROL INC						
1	DECEMBER	1931	ANNEX BLDG/MONTORING SERV	1920	12/15/2011 \$	150.00
VENDOR: CONLEY WELDING						
1	DECEMBER	GRILL GUARD	GRILL GURARD FOR OFFICE BL	73090	12/22/2011 \$	350.00
Total for 205-000-906-0 -64200-3000						\$ 500.00
205-000-906-0 -64200-5102 HEATING FUEL						
VENDOR: QUARLES ENERGY SERVICES						
1	DECEMBER	67028	HEATING OIL	73012	12/15/2011 \$	813.77
205-000-906-0 -64200-5103 WATER & SEWER						
VENDOR: TOWN OF BERRYVILLE						
12	DECEMBER	7006000.0098	319 W MAIN	73032	12/15/2011 \$	41.14
205-000-907-0 -64200-5102 HEATING FUEL						
VENDOR: QUARLES ENERGY SERVICES						
1	DECEMBER	57145	LP GAS	73125	12/22/2011 \$	217.69
1	DECEMBER	8642	LP	73012	12/15/2011 \$	312.05
Total for 205-000-907-0 -64200-5102						\$ 529.74
205-000-907-0 -64200-5103 WATER & SEWER						
VENDOR: TOWN OF BERRYVILLE						
1	DECEMBER	8010500.098	16 BUCKMASH	73032	12/15/2011 \$	20.57
205-000-908-0 -61180-5001 TELECOMMUNICATIONS						
VENDOR: COMCAST						
7	DECEMBER	01626769246013	BACKUP INTERNET CONNECT FO	72946	12/15/2011 \$	110.15
205-000-908-0 -61180-6000 MATERIALS AND SUPPLIES						
VENDOR: CDW GOVERNMENT, INC.						

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1	DECEMBER	B361396	PROJ LAMP	72939	12/15/2011 \$	510.64
205-000-908-0 -61180-6031 Software Licenses						
VENDOR: DESIGN SCIENCE INC						
1	DECEMBER	DIR000000000333	SITE LICENSE UPGRADE	72959	12/15/2011 \$	290.76
205-000-908-0 -61820-6000 MATERIALS AND SUPPLIES						
VENDOR: UNITED PARCEL SERVICE						
1	DECEMBER	0000A1613X481	POSTAGE	73039	12/15/2011 \$	12.67
205-000-908-0 -61820-6040 TECHNOLOGY - SOFTWARE/ONLINE CONTENT						
VENDOR: SCHOOLWIRES INC						
1	DECEMBER	INV0003908C	TECHNOLOGY - SOFTWARE/ONLI	73017	12/15/2011 \$	2,492.00
205-000-908-0 -61820-8400 TECHNOLOGY - INFRASTRUCTURE						
VENDOR: SUITE OFFICE SYSTEMS, LLC						
1	DECEMBER	1739	SERVICE/CAMERA	2001	12/15/2011 \$	700.00
1	DECEMBER	1746	TELEPHONE CABLE/BOYCE ELEM	2001	12/15/2011 \$	210.00
1	DECEMBER	1753	REPAIR CABLES/PRIMARY SCHO	2001	12/15/2011 \$	210.00
Total for 205-000-908-0 -61820-8400						\$ 1,120.00
205-000-908-0 -62810-5001 TELECOMMUNICATIONS						
VENDOR: AT&T MOBILITY						
9	DECEMBER	x12012011	SCHOOL IT	72931	12/15/2011 \$	213.80
VENDOR: COMCAST						
9	DECEMBER	01626540074013	COMCAST FOR BOYCE ELEMENTA	72946	12/15/2011 \$	95.20
1	DECEMBER	20409611	INTERNET - SCHCOLS	72947	12/15/2011 \$	1,762.50
VENDOR: VERIZON						
4	DECEMBER	00094168663758Y	MONTHLY FRAME RELAY CHARGE	73048	12/15/2011 \$	337.72
Total for 205-000-908-0 -62810-5001						\$ 2,409.22
205-000-908-0 -62810-6000 SUPPLIES						
VENDOR: CDW GOVERNMENT, INC.						
1	DECEMBER	B439675	RICOH SP	72939	12/15/2011 \$	119.00
205-000-908-0 -62810-6050 NON-CAPITALIZED TECHNOLOGY HARDWARE						
VENDOR: DALY COMPUTERS, INC.						
1	DECEMBER	PSI0937083	AC ADAPTER	1942	12/15/2011 \$	107.00
205-000-908-0 -64810-5001 TELECOMMUNICATIONS (DATA)						
VENDOR: TREASURER OF VIRGINIA						
37	DECEMBER	T240616	MONTHLY CHARGES	72956	12/15/2011 \$	72.45
VENDOR: VERIZON						
383	DECEMBER	00002726889534Y	MONTHLY CHARGES	73048	12/15/2011 \$	101.23
Total for 205-000-908-0 -64810-5001						\$ 173.68
205-000-909-0 -64200-3320 MAINTENANCE SERVICE CONTRACTS						
VENDOR: ALLIED WASTE SERVICES #976						

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6	DECEMBER	0976000270352	SCHOOLS DUMPSTERS/ANNUAL E	72926	12/15/2011 \$	64.37
VENDOR: SERVICEMASTER COMMERCIAL CLEANING OF WIN						
4	DECEMBER	5170	CLEANING	2047	12/22/2011 \$	73.59
Total for 205-000-909-0 -64200-3320						\$ 137.96
205-000-909-0 -64200-5102 HEATING FUEL						
VENDOR: QUARLES ENERGY SERVICES						
2	DECEMBER	51589	LP GAS	73125	12/22/2011 \$	456.94
205-000-909-0 -64200-5103 WATER & SEWER						
VENDOR: TOWN OF BERRYVILLE						
24	DECEMBER	9001800.0098	MAINT FACILITY	73032	12/15/2011 \$	14.00
205-120-305-1 -61100-5210 POSTAL SERVICES						
VENDOR: BB&T FINANCIAL, FSB						
17	DECEMBER	9255 6459	POSTAGE	73073	12/22/2011 \$	78.20
205-120-305-1 -61100-6013 Testing Supplies						
VENDOR: INTERNATIONAL BACCALAURATE NORTH AMERICA						
1	DECEMBER	10524646	SUMMARY/MAY 2012 EXAM	72987	12/15/2011 \$	21,300.00
205-125-305-1 -61100-3000 PURCHASED SERVICES						
VENDOR: LORD FAIRFAX COMMUNITY COLLEGE						
1	DECEMBER	2114ORG00000465	PURCHASED SERVICES	72994	12/15/2011 \$	45,934.00
205-315-305-3 -61100-6000 MATERIALS & SUPPLIES						
VENDOR: WINCHESTER EQUIPMENT COMPANY						
1	DECEMBER	D10929	STARTER	2008	12/15/2011 \$	275.75
205-541-906-0 -62230-6000 MATERIALS AND SUPPLIES						
VENDOR: PEARSON ASSESSMENT GROUP						
1	DECEMBER	73238964	MATERIALS AND SUPPLIES	73007	12/15/2011 \$	1,589.81
2	DECEMBER	73238964	BOOKS	73007	12/15/2011 \$	1,589.81
Total for 205-541-906-0 -62230-6000						\$ 0.00
205-561-200-1 -61310-3000 PURCHASED SERVICES						
VENDOR: HOLMES, LISA						
1	DECEMBER	TUITION REIMB	TUITION REIMB	1956	12/15/2011 \$	280.00
VENDOR: KAREN FORD, PH.D.						
1	DECEMBER	WORKSHOPS/NOV	WORKSHOP/NOV	73110	12/22/2011 \$	1,445.86
VENDOR: SJOSTROM, RICK						
3	DECEMBER	TUITION	TUITION REIMB	2048	12/22/2011 \$	280.00
Total for 205-561-200-1 -61310-3000						\$ 2,005.86
205-561-200-1 -61310-3010 TUITION ASSISTANCE						
VENDOR: ELIZABETH COX						
1	DECEMBER	TUITION	TUITION REIMB	1941	12/15/2011 \$	654.00

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205-561-200-1	-61310-5500		TRAVEL			
VENDOR: BB&T FINANCIAL, FSB						
73	DECEMBER	9255 6673	TRAVEL	73073	12/22/2011 \$	230.53
46	DECEMBER	9255 6681	TRAVEL	73073	12/22/2011 \$	44.16
VENDOR: CARMICHAEL, GRIFF						
1	DECEMBER	TRAVEL REIMB	TRAVEL	1934	12/15/2011 \$	544.56
1	DECEMBER	TRVEL REIMB	TRAVEL REIMBURSEMENT	2018	12/22/2011 \$	858.94
Total for 205-561-200-1 -61310-5500						\$ 1,678.19
=====						
205-561-300-1	-61310-3000		PURCHASED SERVICES			
VENDOR: BB&T FINANCIAL, FSB						
45	DECEMBER	9255 6681	WORKSHOP	73073	12/22/2011 \$	556.08
VENDOR: COLLEGE BOARD						
1	DECEMBER	EI37589072	WORKSHOP	73089	12/22/2011 \$	205.00
VENDOR: LORD FAIRFAX COMMUNITY COLLEGE						
1	DECEMBER	145	CONTRIBUTION	73113	12/22/2011 \$	892.00
2	DECEMBER	145	CONSORTIUM	73113	12/22/2011 \$	892.00-
VENDOR: VIRGINIA ASCD						
1	DECEMBER	4290	REGISTRATION/CONFERENCE	73049	12/15/2011 \$	445.00
1	DECEMBER	4291	REGISTRATION/CONFERENCE	73049	12/15/2011 \$	500.00
1	DECEMBER	4299	REGISTRATION/CONFERENCE	73049	12/15/2011 \$	250.00
VENDOR: VIRGINIA SCHOOL/UNIVERSITY PARTNERSHIP						
1	DECEMBER	2252	REGISTRATION	73051	12/15/2011 \$	158.00
1	DECEMBER	2290	REGISTRATION	73051	12/15/2011 \$	237.00
Total for 205-561-300-1 -61310-3000						\$ 2,351.08
=====						
205-561-300-1	-61310-3010		TUITION ASSISTANCE			
VENDOR: DONALDSON, MARK						
4	DECEMBER	TUITION	TUITION REIMB	2022	12/22/2011 \$	748.00
VENDOR: MATTHEW V ERNST						
1	DECEMBER	TUITION REIMB	TUITION REIMB	1948	12/15/2011 \$	374.00
VENDOR: GWENDOLYN C MALONE						
1	DECEMBER	TUITION REIMB	TUITION REIMB	1968	12/15/2011 \$	374.00
VENDOR: AMY L REID						
1	DECEMBER	TUITION REIMB	TUITION	1987	12/15/2011 \$	280.00
VENDOR: SNYDER, REBECCA						
1	DECEMBER	TUITION REIMB	TUITION	1996	12/15/2011 \$	280.00
VENDOR: STILES, JENNIFER						
2	DECEMBER	TUITION	TUITION REIMB	1999	12/15/2011 \$	374.00
Total for 205-561-300-1 -61310-3010						\$ 2,430.00
=====						
205-561-300-1	-61310-5500		TRAVEL			
VENDOR: BB&T FINANCIAL, FSB						
71	DECEMBER	9255 6673	TRAVEL	73073	12/22/2011 \$	2,656.60
VENDOR: FLOYD, LISA						

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10	DECEMBER	MILEAGE REIMB	MILEAGE REIMB	1949	12/15/2011 \$	255.85
VENDOR:	NANCY V FOSTER					
1	DECEMBER	TRAVEL REIMB	TRAVEL/FL/FAIRFAX	2023	12/22/2011 \$	494.94
VENDOR:	HARRIS, JANE					
1	DECEMBER	TRAVEL	TRAVEL	1955	12/15/2011 \$	232.68
VENDOR:	KISER, ANDREW					
1	DECEMBER	TRAVEL REIMB	MILEAGE REIMB	2032	12/22/2011 \$	254.42
VENDOR:	DAVID C. RAVENSCROFT					
1	DECEMBER	TRAVEL REIMB	TRAVEL REIMB	1986	12/15/2011 \$	277.69
VENDOR:	SUESS, STEPHAINÉ					
1	DECEMBER	TRAVEL	TRAVEL REIMB	2000	12/15/2011 \$	176.43
Total for 205-561-300-1 -61310-5500						\$ 4,348.61
205-562-300-1 -61310-3000 PURCHASED SERVICES						
VENDOR:	BB&T FINANCIAL, FSB					
42	DECEMBER	9255 6681	CONFERENCE REGISTRATION	73073	12/22/2011 \$	750.00
205-562-300-1 -61310-5500 TRAVEL						
VENDOR:	BB&T FINANCIAL, FSB					
41	DECEMBER	9255 6681	TRAVEL	73073	12/22/2011 \$	2,643.27
205-600-300-3 -61100-3000 Purchased Services						
VENDOR:	LORD FAIRFAX COMMUNITY COLLEGE					
3	DECEMBER	145	CONSORTIUM	73113	12/22/2011 \$	892.00
207-000-900-0 -65101-5500 TRAVEL						
VENDOR:	KIPFERL, MICHELLE					
6	DECEMBER	MILEAGE REIMB	MILEAGE REIMB	2031	12/22/2011 \$	16.87
VENDOR:	PAYTON, TONI					
2	DECEMBER	MILEAGE REIMB	MILEAGE REIMB	2041	12/22/2011 \$	29.53
Total for 207-000-900-0 -65101-5500						\$ 46.40
207-000-900-0 -65101-6000 MATERIAL AND SUPPLIES						
VENDOR:	QUILL CORPORATION					
1	DECEMBER	8218768	INK	73013	12/15/2011 \$	41.58
207-000-900-0 -65101-6002 FOOD SUPPLIES						
VENDOR:	CLARKE COUNTY FFA					
1	DECEMBER	1244	ORANGES	73087	12/22/2011 \$	15.00
VENDOR:	TYSON FOODS, INC.					
1	DECEMBER	08428332	FOODS	73141	12/22/2011 \$	492.10
Total for 207-000-900-0 -65101-6002						\$ 507.10
207-000-900-0 -65102-6000 MATERIAL AND SUPPLIES						
VENDOR:	QUILL CORPORATION					
2	DECEMBER	8218768	INK	73013	12/15/2011 \$	28.79

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207-000-900-0	-65102-6002		FOOD SUPPLIES			
VENDOR: CLARKE COUNTY FFA						
2	DECEMBER	1244	ORANGES	73087	12/22/2011	\$ 15.00
VENDOR: MACKINTOSH FRUIT FARM						
1	DECEMBER	453751	APPLES	1966	12/15/2011	\$ 67.50
1	DECEMBER	453753	APPLES	1966	12/15/2011	\$ 90.00
1	DECEMBER	769194	APPLES	1966	12/15/2011	\$ 95.00
1	DECEMBER	769196	APPLES	1966	12/15/2011	\$ 90.00
VENDOR: TYSON FOODS, INC.						
4	DECEMBER	08428332	FOODS	73141	12/22/2011	\$ 828.00
Total for 207-000-900-0 -65102-6002						\$ 1,185.50

207-000-900-0	-65103-6000		MATERIAL AND SUPPLIES			
VENDOR: QUILL CORPORATION						
1	DECEMBER	7544378	PENS/CLIPS	73013	12/15/2011	\$ 28.31

207-000-900-0	-65104-6002		FOOD SUPPLIES & FOOD SVC SUPPLIES			
VENDOR: CLARKE COUNTY FFA						
3	DECEMBER	1244	ORANGES	73087	12/22/2011	\$ 15.00
VENDOR: MACKINTOSH FRUIT FARM						
1	DECEMBER	453757	JWMS	2035	12/22/2011	\$ 45.00
1	DECEMBER	769193	APPLES	1966	12/15/2011	\$ 90.00
VENDOR: TYSON FOODS, INC.						
3	DECEMBER	08428332	FOODS	73141	12/22/2011	\$ 746.30
Total for 207-000-900-0 -65104-6002						\$ 896.30

207-000-900-0	-65106-6002		Food Supplies			
VENDOR: CLARKE COUNTY FFA						
4	DECEMBER	1244	ORANGES	73087	12/22/2011	\$ 15.00
VENDOR: MACKINTOSH FRUIT FARM						
1	DECEMBER	453755	APPLES	1966	12/15/2011	\$ 90.00
1	DECEMBER	769192	APPLES	1966	12/15/2011	\$ 45.00
1	DECEMBER	769197	APPLES	1966	12/15/2011	\$ 90.00
1	DECEMBER	769200	APPLES	1966	12/15/2011	\$ 45.00
VENDOR: TYSON FOODS, INC.						
2	DECEMBER	08428332	FOODS	73141	12/22/2011	\$ 492.10
Total for 207-000-900-0 -65106-6002						\$ 777.10

207-103-900-0	-65103-3000		PURCHASED SERVICES			
VENDOR: SODEXO, INC. & AFFILIATES						
2	DECEMBER	1000551912	SERVICES	1997	12/15/2011	\$ 17,819.26
1	DECEMBER	1000556985	NOV SERVICES	2049	12/22/2011	\$ 17,753.17
Total for 207-103-900-0 -65103-3000						\$ 35,572.43

207-103-900-0	-65103-5800		MISCELLANEOUS			
VENDOR: SODEXO, INC. & AFFILIATES						

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4	DECEMBER	1000551912	MISCELLANEOUS	1997	12/15/2011	\$ 531.52
5	DECEMBER	1000551912	MISCELLANEOUS	1997	12/15/2011	\$ 0.20
2	DECEMBER	1000556985	NOV SERVICES	2049	12/22/2011	\$ 616.84
Total for 207-103-900-0 -65103-5800						\$ 1,148.16
207-103-900-0 -65103-6000 MATERIALS AND SUPPLIES						
VENDOR: SODEXO, INC. & AFFILIATES						
3	DECEMBER	1000551912	SUPPLIES	1997	12/15/2011	\$ 5,297.98
3	DECEMBER	1000556985	NOV SERVICES	2049	12/22/2011	\$ 3,881.27
Total for 207-103-900-0 -65103-6000						\$ 9,179.25
207-103-900-0 -65103-6002 FOOD SUPPLIES						
VENDOR: SODEXO, INC. & AFFILIATES						
1	DECEMBER	1000551912	FOOD SUPPLIES	1997	12/15/2011	\$ 28,280.87
4	DECEMBER	1000556985	NOV SERVICES	2049	12/22/2011	\$ 26,234.24
Total for 207-103-900-0 -65103-6002						\$ 54,515.11
302-000-900-0 -64820-8350 HARDWARE ADDITIONS						
VENDOR: CDW GOVERNMENT, INC.						
1	DECEMBER	B154268	HARDWARE ADDITIONS	72939	12/15/2011	\$ 1,804.00
1	DECEMBER	B276149	MOUNT/PO 7213	73083	12/22/2011	\$ 849.00
1	DECEMBER	B951034	HARDWARE ADDITIONS	73083	12/22/2011	\$ 165.00
VENDOR: DALY COMPUTERS, INC.						
1	DECEMBER	PSI0937784	HARDWARE ADDITIONS	2021	12/22/2011	\$ 1,048.50
Total for 302-000-900-0 -64820-8350						\$ 3,866.50
302-000-900-0 -66310-3100 PROFESSIONAL SERVICES						
VENDOR: CHILLCO, INC.						
1	DECEMBER	23757	PROFESSIONAL SERVICES	72940	12/15/2011	\$ 6,540.00
1	DECEMBER	23757-CORRECTED	CHILLER RENTAL	72940	12/15/2011	\$ 6,540.00
Total for 302-000-900-0 -66310-3100						\$ 0.00
302-000-900-0 -66616-3310 REPAIR & MAINTENANCE						
VENDOR: RIDDLEBERGER BROS INC						
1	DECEMBER	67089	CCHS/CHILLER	2046	12/22/2011	\$ 2,617.50
302-000-900-0 -66616-5410 LEASE OF EQUIPMENT						
VENDOR: CHILLCO, INC.						
2	DECEMBER	23757-CORRECTED	CHILLER RENTAL	72940	12/15/2011	\$ 6,540.00
1	DECEMBER	24104	LEASE OF EQUIPMENT	73084	12/22/2011	\$ 1,200.00
Total for 302-000-900-0 -66616-5410						\$ 7,740.00
302-000-900-0 -66625-3600 ADVERTISING						
VENDOR: WINCHESTER STAR						
14	DECEMBER	1679471	FRP ADV	73151	12/22/2011	\$ 163.20
302-115-900-0 -64820-8350 TECHNOLOGY - HARDWARE						
VENDOR: DALY COMPUTERS, INC.						

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1	DECEMBER	psi0937020	TECHNOLOGY - HARDWARE	1942	12/15/2011	\$ 36,300.00
302-360-908-0 -61820-3000 PURCHASED SERVICES						
VENDOR: SUNGARD PUBLIC SECTOR, INC.						
1	DECEMBER	122061	PURCHASED SERVICES	73028	12/15/2011	\$ 4,931.77
2	DECEMBER	122061	SERVICES	73028	12/15/2011	\$ 4,931.77-
3	DECEMBER	122061	SERVICES	73028	12/15/2011	\$ 3,840.00
1	DECEMBER	122238	PURCHASED SERVICES	73028	12/15/2011	\$ 650.00
1	DECEMBER	122276	PURCHASED SERVICES	73028	12/15/2011	\$ 600.00
Total for 302-360-908-0 -61820-3000						\$ 5,090.00
302-360-908-0 -61820-5500 TRAVEL						
VENDOR: FOOD LION, INC						
1	DECEMBER	281164457607	FOOD SUPPLIES	73101	12/22/2011	\$ 16.95
VENDOR: SUNGARD PUBLIC SECTOR, INC.						
4	DECEMBER	122061	SERVICES	73028	12/15/2011	\$ 1,091.77
Total for 302-360-908-0 -61820-5500						\$ 1,108.72
302-401-900-0 -64820-8350 HARDWARE ADDITIONS						
VENDOR: DALY COMPUTERS, INC.						
1	DECEMBER	PSI0937510	HARDWARE ADDITIONS	2021	12/22/2011	\$ 54,788.75
302-401-900-0 -66641-3140 ENGINEERING & ARCHITECTURAL						
VENDOR: CRABTREE ROHRBAUGH & ASSOCIATES						
1	DECEMBER	#30	A/E BASE CONTRACT FOR NEW	72949	12/15/2011	\$ 8,148.85
2	DECEMBER	#30	DURATION OF CONTRACT	72949	12/15/2011	\$ 200.00
3	DECEMBER	#30	GREENHOUSE DESIGN	72949	12/15/2011	\$ 672.00
Total for 302-401-900-0 -66641-3140						\$ 9,020.85
302-401-900-0 -66641-8112 CONSTRUCTION						
VENDOR: HOWARD SHOCKEY & SONS						
1	DECEMBER	APP #17	CONSTRUCTION OF NEW CCHS (2011	12/15/2011	\$ 1,307,027.00
302-401-900-0 -66641-8201 MACHINERY & EQUIPMENT						
VENDOR: SIMPLEX GRINNELL						
1	DECEMBER	40395226	MACHINERY & EQUIPMENT	73135	12/22/2011	\$ 500.00
402-000-900-0 -67105-9100 PRINCIPAL						
VENDOR: US BANK SERIES 1994A						
2	DECEMBER	D7031189	LOAN	2013	12/16/2011	\$ 45,000.00
402-000-900-0 -67105-9120 INTEREST						
VENDOR: US BANK SERIES 1994A						
4	DECEMBER	D7031189	LOAN	2013	12/16/2011	\$ 1,428.75
402-000-900-0 -67110-9100 PRINCIPAL						
VENDOR: US BANK SERIES 1992						
2	DECEMBER	D7031188	LOAN	2012	12/16/2011	\$ 95,000.00
402-000-900-0 -67110-9120 INTEREST						

AGENDA
FY 13 Budget Presentation
February 6, 2012
10:00 AM
JGC

Please find attached the following documents:

1. Net Tax Funding.
2. Budget Document.
3. General Government Capital Budget.
4. ERP System Justification.

FY2012 Clarke County Budget Process

2/2/2012 11:35

Net Tax Funding

FUND	FY 2012 Budget	Variance	Percent Variance	FY 2013 Proposed
EXPENDITURE				
General Fund	8,056,246	289,332	3.6%	8,345,578
Social Services	1,351,949	70,107	5.2%	1,422,056
School Operating Fund	19,048,085	-	0.0%	19,048,085
School Food Service Fund	780,232	-	0.0%	780,232
CSA Fund	1,022,594	(261,594)	-25.6%	761,000
Conservation Easement	150,000	-	0.0%	150,000
Government Capital Projects	1,725,525	(318,040)	-18.4%	1,407,485
School Capital Projects	844,918	-	0.0%	844,918
Government Debt Service	374,129	15,071	4.0%	389,200
School Debt Service Fund	4,122,196	(87,317)	-2.1%	4,034,879
Joint Services Fund	510,810	21,151	4.1%	531,961
Unemployment Comp Fund	25,000	-	0.0%	25,000
Total	38,011,684	(271,290)	-0.7%	37,740,394

CATEGORICAL REVENUE

General Fund	2,441,919	(44,689)	-1.8%	2,397,230
Social Services	935,333	40,041	4.3%	975,374
School Operating	8,966,628	-	0.0%	8,966,628
School Food Service Fund	780,232	-	0.0%	780,232
CSA Fund	471,297	(120,297)	-25.5%	351,000
Conservation Easement	-	-	0.0%	-
Government Capital Projects	535,860	(418,836)	-78.2%	117,024
School Capital Projects	154,000	-	0.0%	154,000
Government Debt Service	-	-	0.0%	-
School Debt Service	147,673	(14,311)	-9.7%	133,362
Joint Services Fund	-	3,000	0.0%	3,000
Unemployment Comp Fund	-	-	0.0%	-
Total	14,432,942	(555,092)	-3.8%	13,877,850

NON-CATEGORICAL REVENUE REQUIRED

General Fund	5,614,327	334,021	5.9%	5,948,348
Social Services	416,616	30,066	7.2%	446,682
School Operating Fund	10,081,457	-	0.0%	10,081,457
School Food Service Fund	-	-	0.0%	-
CSA Fund	551,297	(141,297)	-25.6%	410,000
Conservation Easement	150,000	-	0.0%	150,000
Government Capital Projects	1,189,665	100,796	8.5%	1,290,461
School Capital Projects	690,918	-	0.0%	690,918
Government Debt Service	374,129	15,071	4.0%	389,200
School Debt Service	3,974,523	(73,006)	-1.8%	3,901,517
Joint Services Fund	510,810	18,151	3.6%	528,961
Unemployment Comp Fund	25,000	-	0.0%	25,000
Total	23,578,742	283,802	1.2%	23,862,544

BUDGET BALANCING

GF Estimated Non-categorical revenue	22,208,822	60,273	0.3%	22,269,095
Surplus/(Deficit)	(1,369,921)	(136,468)	10.0%	(1,506,389)
Pay-as-you-go	1,150,234	(275,234)	-23.9%	875,000
Surplus/(Deficit) Net of pay-as-you-go	(219,687)	(411,702)	187.4%	(631,389)

Pay-as-you-go Elements	
Conservation Easement	150,000
Government Construction Debt Designation	325,000
Parks Master Plan	100,000
Community Facilities	300,000
	<u>875,000</u>

**FOR THE FISCAL YEAR
COMMENCING JULY 1, 2012 AND ENDING JUNE 30, 2013**

	FY11 Original Budget	FY11 Audited Actual	FY12 Adopted Budget	01/31/12 FY12 Revised Budget	FY13 Proposed Budget	Variance 13 Proposed- 12 Adopted
EXPENDITURE						
Board of Supervisors	64,272	54,193	58,424	58,424	59,443	1,019
County Administrator	260,019	248,545	254,954	277,387	286,817	31,863
Legal Services	68,611	62,671	71,872	71,872	72,684	812
Commissioner of Revenue	244,462	228,243	198,221	198,221	200,704	2,483
Assessor	65,322	63,492	64,782	64,782	4,100	(60,682)
Equalization Board	-	-	-	-	-	-
Treasurer	282,392	257,863	272,935	272,935	241,096	(31,839)
Information Technology	259,243	250,011	256,980	256,980	269,841	12,861
Electoral Board	33,172	25,588	34,242	34,242	34,172	(70)
General Registrar	65,493	58,112	66,067	66,067	67,295	1,228
Circuit Court	12,180	10,169	12,180	12,180	12,180	-
General District Court	4,821	4,516	5,064	5,064	5,064	-
Magistrate	1,000	779	1,000	1,000	1,000	-
J&D Court	4,650	1,672	4,571	4,571	5,271	700
Clerk of the Circuit Court	90,720	80,171	89,263	89,263	96,532	7,269
Victim/Witness Coordinator	39,307	44,683	40,867	40,867	39,024	(1,843)
Division of Court Services	2,000	160	3,178	3,178	-	(3,178)
Blue Ridge Legal Services	2,000	2,000	2,000	2,000	2,000	-
Regional Court Services	-	-	-	-	3,759	3,759
Commonwealth Attorney	239,529	236,034	239,986	239,986	249,527	9,541
Commonwealth Attorney Grants	30,420	26,662	30,755	33,005	38,542	7,787
Sheriff	1,456,895	1,434,766	1,472,672	1,472,672	1,552,153	79,481
Sheriff's Grants	109,283	88,847	87,964	87,964	82,099	(5,865)
Communications	392,921	378,923	398,390	404,928	406,872	8,482
Communications Grants	39,202	-	11,600	11,600	39,284	27,684
Criminal Justice Training Center	15,500	15,893	15,500	15,500	17,500	2,000
Drug Task Force	10,500	9,066	10,500	10,500	10,500	-
Emergency Medical Services	369,471	357,468	368,806	368,806	370,586	1,780
Volunteer Fire Companies	40,905	8,619	40,905	40,905	40,905	-
Blue Ridge Volunteer Fire Company	50,000	50,000	53,000	53,000	51,600	(1,400)
Boyce Volunteer Fire Company	50,000	50,000	53,000	53,000	52,500	(500)
Enders Volunteer Fire Company	75,000	75,000	79,500	79,500	78,500	(1,000)
Shenandah Farms Volunteer Fire Company	50,000	37,500	53,000	53,000	51,200	(1,800)
Lord Fairfax Emergency Medical Services	4,929	4,929	4,929	4,929	4,929	-
Forestry Service	2,231	2,231	2,231	2,231	2,231	-
Regional Jail	427,776	427,776	376,287	376,287	440,991	64,704
Juvenile Detention Service	25,884	25,693	31,192	31,192	50,543	19,351
Probation Office	900	772	925	925	925	-
Building Inspections	135,526	130,627	133,871	133,871	138,745	4,874
Animal Control	88,794	76,332	89,746	89,746	89,978	232
Medical Examiner & Indigent Burial	150	160	150	150	4,150	4,000
Refuse Disposal	156,000	123,015	150,000	150,000	150,000	-
Litter Control	5,429	5,412	5,429	5,429	5,399	(30)
Sanitation	19,000	27,301	34,000	34,000	34,000	-
Maintenance/Buildings & Grounds	823,909	711,158	775,849	775,849	791,353	15,504
Local Health Department	199,000	199,000	199,000	199,000	206,281	7,281
Our Health	6,500	6,500	6,500	6,500	6,500	-
Northwestern Community Services	82,000	82,000	82,000	82,000	82,000	-
Concern Hotline	1,000	1,000	1,000	1,000	2,000	1,000
NW Works	1,000	1,000	1,000	1,000	3,000	2,000
Shenandoah Area Agency on Aging	35,000	35,000	35,000	35,000	45,000	10,000
Loudoun Transit Service	17,639	17,639	17,639	17,639	18,304	665
Cheers School Family	-	-	-	-	5,800	5,800
Laurel Center	2,000	2,000	2,000	2,000	2,500	500
Access Independence (serves the disabled)	1,000	1,000	1,000	1,000	1,000	-
Lord Fairfax Community College	15,043	15,043	15,043	15,043	14,355	(688)

**FOR THE FISCAL YEAR
COMMENCING JULY 1, 2012 AND ENDING JUNE 30, 2013**

	FY11 Original Budget	FY11 Audited Actual	FY12 Adopted Budget	01/31/12 FY12 Revised Budget	FY13 Proposed Budget	Variance 13 Proposed- 12 Adopted
Parks Administration	334,529	329,609	338,080	338,080	355,705	17,625
Recreation Center	101,710	92,829	101,994	101,994	104,577	2,583
Swimming Pool	85,712	70,749	88,679	88,679	91,879	3,200
Concession Stand	20,177	15,776	21,237	21,237	21,237	-
Parks Programs	245,834	199,055	245,846	245,846	256,191	10,345
Josephine School Community Museum	-	-	-	-	7,290	7,290
Virginia Commission for Arts	4,000	10,000	10,000	10,000	10,000	-
Regional Library	182,119	182,119	182,119	182,119	185,922	3,803
Planning Administration	415,753	392,691	425,551	425,551	440,245	14,694
Rain Barrel Program	-	-	-	-	-	-
Help With Housing	7,200	7,200	7,200	7,200	7,200	-
Board of Zoning Appeals	3,620	3,950	3,620	3,620	3,620	-
Office of Economic Development	41,439	42,808	42,598	43,598	45,157	2,559
Berryville Development Authority	11,800	1,280	11,800	11,800	11,800	-
Small Business Development Center	2,000	2,000	2,000	2,000	5,000	3,000
Blandy Experimental Farm	4,000	4,000	4,000	4,000	4,000	-
Planning Commission	27,467	18,175	26,390	26,390	26,388	(2)
Board of Septic Appeals	2,739	27	2,739	2,739	2,739	-
Historic Preservation Commission	7,500	15,473	42,500	42,500	42,500	-
NSV Regional Planning District Commission	10,692	10,935	10,310	10,310	14,217	3,907
Regional Airport	5,000	5,000	5,000	5,000	5,000	-
Friends of the Shenandoah	4,000	4,000	4,000	4,000	4,000	-
Lord Fairfax Soil & Water Conservation	9,500	9,500	9,500	9,500	9,500	-
Biosolids Application	16,041	18,724	19,001	19,001	19,101	100
Cooperative Extension	47,345	40,314	47,113	27,680	41,576	(5,537)
Northern Virginia 4-H Center	3,000	3,000	3,000	3,000	3,000	-
Gypsy Moth	-	-	-	-	-	-
Non-Departmental Legal/Prof. Contingency	80,000	-	85,000	121,867	85,000	-
Social Services	1,397,588	1,376,264	1,351,949	1,359,638	1,422,056	70,107
School Operations	18,931,781	18,984,359	19,048,085	19,048,085	19,048,085	-
School Food Service	759,952	860,912	780,232	780,232	780,232	-
Comprehensive Services Act	1,100,583	836,889	1,022,594	1,022,594	761,000	(261,594)
Parks Programs	-	-	-	-	-	-
Gang Task Force Fund	-	113,152	-	-	-	-
Public Safety Fund	-	12,436	-	-	-	-
Conservation Easement	480,000	235,323	150,000	150,000	150,000	-
General Capital Improvements	390,491	1,112,788	1,725,525	1,725,525	1,407,485	(318,040)
School Capital Improvements	690,400	15,464,386	844,918	897,428	844,918	-
General Debt Service	364,701	364,700	374,129	374,129	389,200	15,071
School Debt Service	3,636,438	3,722,518	4,122,196	4,122,196	4,034,879	(87,317)
Joint Administrative Services	510,810	510,146	510,810	510,810	531,961	21,151
Unemployment Compensation	15,000	16,648	25,000	25,000	25,000	-
TOTAL EXPENDITURE	36,430,921	51,146,967	38,011,684	38,121,538	37,740,394	(271,290)
<i>Local Funds for Schools</i>	<i>13,943,516</i>	<i>39,032,176</i>	<i>14,746,898</i>	<i>14,799,408</i>	<i>14,673,892</i>	<i>(73,006)</i>

ESTIMATED REVENUE

LOCAL REVENUE

Current Real Estate Taxes	13,395,543	13,174,996	13,307,377	13,307,377	13,289,666	(17,711)
Delinquent Real Estate Taxes	74,876	20,696	143,997	143,997	108,612	(35,385)
Land Redemptions	-	-	-	-	-	-
Proceeds from Delinquent Land Sale	-	-	-	-	-	-
Public Service Corporation Real Estate	288,879	347,519	356,500	356,500	385,873	29,373
Delinquent Taxes on Public Service Corp	-	-	-	-	-	-
Current Personal Property Taxes	2,963,642	3,204,955	2,974,592	2,974,592	3,024,723	50,131
Delinquent Personal Property Taxes	109,854	123,965	100,000	100,000	100,000	-

**FOR THE FISCAL YEAR
COMMENCING JULY 1, 2012 AND ENDING JUNE 30, 2013**

	FY11 Original Budget	FY11 Audited Actual	FY12 Adopted Budget	01/31/12 FY12 Revised Budget	FY13 Proposed Budget	Variance 13 Proposed- 12 Adopted
Sale of Maps, Surveys, etc.	-	-	-	-	10	10
Sale of Publications	40	25	100	100	25	(75)
Zoning Research Fee	60	-	100	100	75	(25)
Engineer's Fees	14,377	9,699	7,000	7,000	9,699	2,699
Biosolids Application Fees	16,041	19,947	19,000	19,000	17,751	(1,249)
Gas Tax & Other Refunds	30,008	26,233	8,318	8,318	8,318	-
Gifts & Donations in Lieu of Taxes	2,500	2,500	3,000	3,000	3,000	-
Donations	-	7,019	-	-	-	-
Sale of Salvage & Surplus Property	1,000	249	272	272	272	-
Revenue from Sale of Industrial Park	-	-	-	-	-	-
Sale of Vehicles	2,140	4,505	3,055	3,055	3,055	-
Insurance Adjustments	3,632	15,752	5,057	5,057	7,876	2,819
Miscellaneous Revenue	9,867	1,635	9,466	9,466	8,469	(997)
Loan Repayment	3,494	3,494	3,495	3,495	3,495	-
Insurance Recovery	12,899	22,732	12,327	12,327	13,754	1,427
Transfer from Animal Control Fund	-	3,433	-	-	-	-
Welfare	-	-	-	-	-	-
Comprehensive Services Act	-	-	-	-	-	-
School Operations	289,997	-	348,930	348,930	348,930	-
School Food Service	553,509	-	560,832	560,832	560,832	-
Public Safety Fund	-	-	-	-	-	-
Conservation Easement	-	-	-	-	-	-
General Capital Projects	-	-	535,860	535,860	117,024	(418,836)
School Capital Projects Proffers	-	-	-	-	-	-
School Capital Projects	-	-	-	-	-	-
Parks Construction Fund	-	-	-	-	-	-
General Debt Service	-	-	-	-	-	-
School Debt Service	218,070	-	17,325	17,325	3,013	(14,312)
Joint Administrative Services	-	-	-	-	3,000	3,000
Trigon Demutualization Funds	-	-	34,534	34,534	34,534	-
TOTAL LOCAL REVENUE	21,670,303	21,061,565	22,198,368	22,198,368	21,888,597	(309,771)
REVENUE FROM THE COMMONWEALTH OF VIRGINIA						
Motor Vehicles Carrier's Taxes	19,381	20,809	19,426	19,426	19,426	-
Mobile Home Titling Tax	1,641	-	45	45	-	(45)
Tax on Deeds (Grantor's Tax)	110,198	66,420	110,198	110,198	66,421	(43,777)
Other Non-Categorical Aid	-	-	-	-	-	-
Quarterly Rental Tax	2,464	2,069	2,464	2,464	2,305	(159)
Personal Property Tax Relief	2,483,842	2,483,842	2,483,842	2,483,842	2,483,842	-
Commonwealth's Attorney	182,480	174,708	175,237	175,237	175,734	497
Sheriff	712,006	689,836	679,680	679,680	685,492	5,812
Commissioner of Revenue	81,121	77,359	77,830	77,830	71,014	(6,816)
Treasurer	84,226	81,020	79,095	79,095	80,236	1,141
Medical Examiner	-	-	-	-	-	-
Registrar	36,280	36,291	30,414	30,414	36,362	5,948
Clerk of the Circuit Court	11,606	4,566	9,657	9,657	9,375	(282)
DMV CPSF Grant	2,277	-	-	-	-	-
DMV 402 Grant	15,000	8,161	7,677	7,677	11,675	3,998
Emergency Services Grants	-	4,519	3,314	3,314	3,314	-
Litter Control	5,429	5,910	5,429	5,429	5,399	(30)
Other Categorical Aid	9,250	4,081	7,810	7,810	2,041	(5,769)
Fire Programs Fund	40,905	16,422	40,905	40,905	36,901	(4,004)
Virginia Commission for the Arts	2,000	5,000	5,000	5,000	5,000	-
Gypsy Moth Control	-	-	-	-	-	-
Division of Historic Landmarks	-	-	24,500	24,500	-	(24,500)
Welfare	989,200	-	935,333	935,333	975,374	40,041
School Operations	7,817,233	-	7,560,316	7,560,316	7,560,316	-
School Food Service	9,443	-	9,400	9,400	9,400	-

**FOR THE FISCAL YEAR
COMMENCING JULY 1, 2012 AND ENDING JUNE 30, 2013**

	FY11 Original Budget	FY11 Audited Actual	FY12 Adopted Budget	01/31/12 FY12 Revised Budget	FY13 Proposed Budget	Variance 13 Proposed- 12 Adopted
Mobile Home Taxes	963	22	1,049	1,049	1,271	222
Machinery and Tools Taxes	207,611	225,842	198,670	198,670	209,445	10,775
Delinquent Taxes on Machinery & Tools	-	-	-	-	-	-
Penalties (All Property Taxes)	98,425	147,272	113,802	113,802	122,849	9,047
Interest (All Property Taxes)	61,370	89,461	88,268	88,268	89,461	1,193
Administrative Costs Delinq	3,810	11,541	8,930	8,930	11,541	2,611
DMV Stop Fee	440	(100)	440	440	-	(440)
Sales and Use Taxes	752,668	684,426	752,000	752,000	800,000	48,000
Consumer's Utility Taxes	376,348	372,706	376,348	376,348	376,348	-
Consumption Tax	34,779	32,039	36,991	36,991	36,991	-
Communications Tax	416,393	416,632	449,600	449,600	416,632	(32,968)
Business License Tax	24,000	24,420	24,000	24,000	24,000	-
Franchise License Tax	-	14,940	5,000	5,000	13,854	8,854
Utility License Tax	-	-	-	-	-	-
Motor Vehicle Licenses	277,730	303,336	290,851	290,851	303,336	12,485
Motor Vehicle License Penalty	310	-	125	125	-	(125)
Recordation Taxes	150,000	187,307	156,608	156,608	175,000	18,392
Taxes on Wills	6,265	19,032	7,777	7,777	15,000	7,223
Transient Occupancy Tax	15,226	15,759	16,058	16,058	18,000	1,942
Animal Licenses	11,848	10,327	10,463	10,463	10,328	(135)
Animal Shelter Fees - Dogs & Cats	5,576	6,902	6,909	6,909	6,909	-
Spay & Neuter Fund Distribution	105	160	90	90	161	71
Dangerous Dog Registration	-	-	-	-	-	-
Land Use Application Fees Penalty	6,000	3,300	3,000	3,000	3,300	300
Land Use Application Fees	26,250	24,575	500	500	100	(400)
Transfer Fees	601	433	601	601	476	(125)
Zoning and Subdivision Permits	65,600	77,665	45,000	45,000	77,666	32,666
Building Permits	92,000	192,572	92,000	92,000	92,000	-
Road Sign Fees	90	-	100	100	90	(10)
New Dwelling Address Fee	990	1,300	1,000	1,000	1,300	300
Mapping Fee	900	500	1,000	1,000	900	(100)
Sign Permits and Inspection Fees	772	2,640	1,000	1,000	1,493	493
Rain Barrel Sales	4,000	360	2,250	2,250	360	(1,890)
Weapons Permits	4,463	3,591	5,000	5,000	4,500	(500)
Other permits, fees, and licenses	1,075	2,900	2,988	2,988	2,988	-
Court Fines and Forfeitures	240,000	381,509	290,000	290,000	283,000	(7,000)
DNA Fees - Blood Test	203	252	-	-	200	200
Courthouse Security Fees	45,000	69,634	55,000	55,000	55,000	-
Local Jury Fees	-	-	-	-	-	-
Interest on Bank Deposits	132,379	70,169	81,048	81,048	68,242	(12,806)
Rental of Property	74,908	68,897	51,772	51,772	51,772	-
Excess Fees of Clerks	-	-	500	500	500	-
Sheriff's Fees	797	796	800	800	797	(3)
Commonwealth's Attorney Fees	573	623	573	573	1,000	427
Court Appointed Attorney	160	656	273	273	657	384
Central Alarm - Berryville	2,000	2,000	2,000	2,000	2,000	-
Jail Processing Fee	1,348	1,621	1,200	1,200	1,500	300
Jail Time Nonconsecutive	-	-	-	-	-	-
Revenue from Shared Costs - Berryville	30,000	62,300	59,282	59,282	60,739	1,457
Revenue from Shared Costs - IDA	-	-	-	-	-	-
Wireless E-911	39,203	47,178	11,600	11,600	39,285	27,685
Humane Foundation Contribution	25,000	25,000	25,000	25,000	25,000	-
Recycling Rebate	57,000	93,112	92,075	92,075	39,000	(53,075)
Recreation Center Fees	37,859	30,268	35,250	35,250	33,100	(2,150)
Swimming Pool Fees	93,412	93,100	91,000	91,000	91,000	-
Concession Stand Revenue	21,985	19,495	20,000	20,000	19,500	(500)
Parks Programs Fees	231,440	233,741	231,440	231,440	248,000	16,560

**FOR THE FISCAL YEAR
COMMENCING JULY 1, 2012 AND ENDING JUNE 30, 2013**

	FY11 Original Budget	FY11 Audited Actual	FY12 Adopted Budget	01/31/12 FY12 Revised Budget	FY13 Proposed Budget	Variance 13 Proposed- 12 Adopted
Comprehensive Services Act	453,945		471,297	471,297	351,000	(120,297)
Public Safety Fund	-		-	-	-	-
DCJS Terrorism Prevention Grant	-		-	-	-	-
Conservation Easement	-		-	-	-	-
General Capital Projects	-		-	-	-	-
School Capital Projects	154,000		154,000	154,000	154,000	-
School Debt Service	-		-	-	-	-
TOTAL COMMONWEALTH REVENUE	13,223,927	3,681,013	12,892,869	12,892,869	12,744,627	(148,242)
FEDERAL REVENUE						
Payment in Lieu of Taxes	8,337	5,599	5,554	5,554	5,554	-
Crime Victims Assistance	30,784	48,268	30,784	30,784	39,024	8,240
Multi Agency Federal Task Force	65,000	63,861	65,000	65,000	65,000	-
DOJ Vest Grant	-	-	-	-	-	-
DOJ Local Law Enforcement Block Grant	4,114	2,915	4,500	4,500	-	(4,500)
SCAAP Grant	7,149	5,416	5,416	5,416	2,535	(2,881)
ARRA Byrne Justice Assistance Grant	23,338	13,429	10,789	10,789	5,423	(5,366)
Conservation Easement	320,000					
V-Stop	29,570	25,926	30,754	33,004	33,004	2,250
Public Assistance and Welfare Admin	-		-	-	-	-
Public Safety Fund	-		-	-	-	-
School Operations	835,803		1,057,382	1,057,382	1,057,382	-
School Food Service	197,000		210,000	210,000	210,000	-
General Capital Projects	-		-	-	-	-
School Capital Projects	-		-	52,510	52,510	52,510
School Debt Service	-		130,348	130,348	130,349	1
TOTAL FEDERAL REVENUE	1,521,095	165,414	1,550,527	1,605,287	1,600,781	50,254
BUDGET BALANCE PROCEDURE						
TOTAL EXPENDITURES	36,430,921	51,146,967	38,011,684	38,121,538	37,740,394	(271,290)
TOTAL REVENUE	36,415,325	24,907,992	36,641,764	36,696,524	36,234,005	(407,759)
SURPLUS (DEFICIT)	(15,596)	(26,238,975)	(1,369,920)	(1,425,014)	(1,506,389)	(136,469)
FROM FUND BALANCE	15,596	26,238,975	1,369,920	1,425,014	1,506,389	136,469
NET	-	-	-	-	-	-

SURPLUS/DEFICIT ADJUSTMENTS:

TOTAL SURPLUS (DEFICIT) ADJUSTMENTS
 ADJUSTED SURPLUS (DEFICIT)
 PAY-AS-YOU-GO
 SURPLUS (DEFICIT) NET OF PAY-AS-YOU-GO

-
<u>(1,506,389)</u>
<u>875,000</u>
<u>(631,389)</u>

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

	2012
1. Real Estate, including the real estate of public service corporations**	\$ 0.62
2. Tangible personal property except machinery and tools and qualified Fire and Rescue Vehicles*	\$ 4.69
3. Tangible Machinery and tools	\$ 1.25
4. Tangible personal property of qualified Fire & Rescue Vehicles*	\$ 2.35

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

* Personal Property Tax Relief by the Commonwealth of Virginia for vehicles valued between \$1,001 and \$20,000 is increased/decreased from 59.7% to

Government Projects	2	3	4	5	6	Notes
	FY 2013 Requested	FY 2014 Projected	FY 2015 Projected	FY 2016 Projected	FY 2017 Projected	
Public Safety						
Cruisers	83,542	76,000	76,000	152,000	76,000	Reduced in request from 152,000
Investigation and Undercover Vehicles		55,000	30,000			
Radios					125,000	
Personal Computers (laptops and desktops)			55,000	12,000		
COP Server, Communications CPUs, Backup Battery		20,000			19,000	
Weapons and Armor	8,925	16,000	5,000	42,000	16,000	Might use Drug Enforcement Funds
Mapping System Replacement						
Phone System (E911)	117,024					
Microwave System	65,631					Request increased from 64K
2 nd Transmitter Site		400,000				Would likely solve F&R pager problem
Parks						
New Projects						
West Side Improvements	90,000					shelter & Bathrooms
Athletic Fields			215,000	200,000		
Bandstand and Shelter			99,000			
Game Court Construction (basketball, shuffleboard, skate)					220,000	
Parking						
Storage Buildings	33,000					
Major Capital Asset Renovation and Repair						
Replace ballfield and pool fencing	20,000	20,000	20,000	20,000	20,000	
Renovate shelters		37,500	37,500			
Community Development						
Real Property Assessment	190,000				190,000	
Groundwater Study	37,544	37,544	37,544	37,544	37,544	
Park to Town Utility Upgrades			50,000			
Solid Waste Convenience Center	300,000					
General						
New Projects						
Systems Integration: HR, Finance, Revenue Functions	325,000					
Regular Capital Asset Renovation and Repair						
Technology	55,363	55,363	55,363	55,363	55,363	includes telephone system upgrades
Vehicles	26,456	26,456	26,456	26,456	26,456	
Heating, Ventilation, and Air Conditioning (ongoing)	15,000	15,000	15,000	15,000	15,000	ex. 104 N. Church heat pumps, RL Est/Schedule.
Parking Renovations	40,000					Social Services parking lot, maintenance building, other, RL Est.
Roofing			40,000			Social Services = 40K
Totals	1,407,485	758,863	761,863	560,363	800,363	

-FY2012 revenue needs to be updated-

Debt Proceeds					
Grants: Sheriff Map, E911, Mobile Command	117,024				
Town Contribution to Building Security at JGC					
Parks Recreation Trust					
Parks Construction Fund					
Senior Center Fund Raising					
By General Fund Transfer	1,290,461	758,863	761,863	560,363	800,363

Fund Balance for Capital (pay-as-you-go):	
Parks Master Plan	100,000
Community Facilities	300,000
Government Construction	325,000
Fund Balance for Capital	725,000

General Fund Transfer net of Pay-as-you go	565,461	758,863	761,863	560,363	800,363
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MEMORANDUM

TO: Clarke County Board of Supervisors

FR: Thomas Judge, Director of Joint Administrative Services

DT: February 2, 2012

RE: *ERP System Budget Request*

Over the past eighteen months the Joint Administrative Services Board has researched a long term plan for the replacement of aging computer applications. Many of these systems were originally implemented, some as far back as the 1980's, as the automation of paper processes for specific functions of the Government and School. These systems are inadequate because: 1. their electronic data is available only to persons associated with that function; 2. these applications have not kept pace with widely available technology advances; and 3. Maintenance of the variety of applications, associated operating systems, and associated hardware is not the best use of the time of Information Technology personnel. The Joint Administrative Services Board has concluded that an Enterprise Resource Planning (ERP) System should be procured, and a governance structure established to make decisions regarding the implementation of this system. Further, the board proposes that the cost of this system should be equally shared between the Board of Supervisors and the School Board.

The purpose of the ERP System is to replace diverse systems and business processes with a single database and standardized business processes. Implementation would require several years. The following research led the JAS to make this recommendation:

Chronology

April 2010	Board of Supervisors appropriate \$50,000 for software integration.
May 2010	JAS begins discussion on solutions to administrative data system problems.
August 2010	RDA, Financial Systems vendor, presents their new system OpenRDA. It supports only modules that interface with General Ledger. RDA agrees to perform study of Clarke systems. JAS research begins into communities using ERP systems. Clarke Technology Directors state that infrastructure is currently in place to support ERP.
November 2010	Report on ERP systems used by Gloucester and Isle of Wight. List of current Government and School applications developed.
January 2011	RDA presents Best Practices Report calling for further implementation of RDA software. JAS Director delivers response. JAS Board selects GFOA to provide "business process analysis" and "business case development" at a cost of \$24,100.
February 2011	Nine Gov/School Focus Groups meet to discuss business processes and automation.
March 2011	GFOA Study states business case, recommends ERP System implementation. Cost range \$383K-\$1,078K. Return on investment in 3.8 to 6.6 years through recapture of \$250K to \$350K per year in lost productivity with current systems.
April 2011	Supervisors appropriate additional \$50K for software integration, leaving 7/11 balance of \$75,900. Finance Committee directs JAS to schedule an opportunity to

	pose questions to a similarly sized community that has implemented an ERP system (Staunton).
May 2011	Update on communities implementing ERP: Loudoun, Winchester, Prince George.
July 2011	Phone conference with City of Staunton on their ERP experience. JAS directs that a draft proposal for ERP System be developed for the FY 13 budget process. Work begins on revising Government and School business processes related to personnel.
August 2011	Commonwealth HJ130 study determined that local government business practices too dissimilar for single software specification. HJ645 study is underway to create central database of local government software implementations to assist with local government procurement. Includes input from VACO, VML, and VALGITE.

Options

Status Quo. The County (Government and Schools) could continue upgrading its current systems. This involves the least cash outlay in the next few years, but the highest cost over the mid and long term. Vendors will force upgrades, and certain systems will continue to fall behind on the latest technology developments. IT staff will continue to overextend in supporting disparate systems. Agencies will continue performing processes that could be automated. Example 1: the building permit system contains building value information that is printed out then rekeyed into the real estate assessment system. Example 2: the Treasury system prints out revenue information that is rekeyed into the Finance system.

Share ERP with another community. Communities sharing ERP computer applications is increasingly common. It saves money, provides offsite data backup, and permits communities to share best practices. Thus far attempts to find such a partnership for Clarke County have been unsuccessful. The primary reason is the complexity of trying to coordinate an ERP implementation with another community or communities.

ERP Software as a Service. ERP vendors will run their application on their own computer for multiple communities. They provide hardware, software updates, operating system updates, and data backup. The communities connect through a communication link. This solution has been frequently mentioned as superior by IT Directors because highly trained IT staff working for the vendors are ensuring the integrity of the data and application. In addition, the initial investment is reduced. The problems raised include concerns about the security and consistent availability of public data held on the computers of a private company.

ERP Local Server. Providing the ERP application on a local server would require the largest near term investment. It would also require a greater maintenance effort by IT staff. However, it would provide autonomy over the security and availability of the data. The cost estimates and return on investment periods provided in the GFOA report are premised on implementation of this option.

Best of Breed. Each application could be replaced with the best application available at the time the current application needs replacement. This would gradually improve the quality of computer applications, but would not resolve integration, hardware, and IT staff workload issues. Nevertheless, the GFOA study did recommend continued use of certain systems like Parks and Recreation program

management, and maintenance work order management because the cost savings associated with integrating these modules were not offset by savings at the current time.

Requested Option

The Joint Administrative Services Board recommends that the Clarke County Board of Supervisors include \$650K in its 2013 budget for implementation of an ERP system, whether shared, service, or on a local server. This is the mid-point of the cost estimate provided by GFOA, less the \$75,900 already budgeted. This would be used to convert as many current applications as possible to the new ERP system. First priority would implement Treasury, Property Assessment, General Ledger, Accounts Payable, Payroll, and Purchasing, and Utilities. Second priority is for Document Management and Human Resources (including Applicant Tracking, Time and Attendance, and Leave Management). The third priority would integrate GIS, building inspections, and schools.

Advantages of Requested Option

Staff Availability. The economic slowdown has reduced workload in many operations, providing an opportunity to devote staff time to the ERP implementation in advance of an economic recovery.

Intercepts needed software upgrades and extensions. The Treasury system is in need of immediate upgrade, and the vendor of the finance system has stated that they will soon require an upgrade. Other applications face similar needs. Funding the ERP now will intercept the need for these expenditures by creating a clear upgrade path for most applications.

Advanced Technology. Capabilities such as on-line bill paying, electronic document management, and on-line job applications will be possible in the future with implementation of the ERP system now. It is not clear whether our current systems will evolve to embrace these new technologies.

Risks of Requested Option

Partial implementation. If an ERP implementation stops part way, due to lack of funding or staff support, or a lack of employee willingness to modify business processes, the result can be worse than if no implementation had occurred at all. This is because the costs have been incurred, but the benefits have not been realized. The GFOA report states that this is the single most important source of risk for this option.

Weak Governance. Local government structure is made up of many independent and quasi-independent boards and agencies. For the system to work, all will need to agree up front to utilize the ERP system, and abide by policy decisions associated with it. This may require modification of agency business processes to conform to the best practices inherent in the software design. A governance structure must be established to enforce decisions made with respect to the system in order to ensure the greater good, and agencies must subscribe to it.

ERP System Implementation

Source: Joint Administrative Services

ROI

02/02/12

Assumptions:

- 1 Costs are the average of low and high from page 34 of the GFOA Report. Assumes applications on local server.
- 2 Total hours estimated to be saved from ERP implementation is 4500 annually (mid range GFOA Study, pg. 35)
- 3 4160 hours have been eliminated through Treasurer and Commissioner, leaving an additional 350 still to be saved.

	YEAR						
	1	2	3	4	5	6	Total
<u>DIRECT COST OF NEW ERP</u>							
Software License (HR, GL, Revenue, Documents)	165,065						
Professional Services	265,282						
Project Contingency	63,078						
Maintenance and Support	32,777	32,777	32,777	32,777	32,777	32,777	32,777
Travel	82,532						
TOTAL	608,734	32,777	32,777	32,777	32,777	32,777	772,620
<u>COST AVOIDANCE (costs incurred if no ERP)</u>							
Commissioner Position*	42,195	42,195	42,195	42,195	42,195	42,195	42,195
Treasurer Position*	36,810	36,810	36,810	36,810	36,810	36,810	36,810
Additional Hours Estimated in GFOA Study	13,713	13,713	13,713	13,713	13,713	13,713	13,713
Bright and XPRT Maintenance		18,250	36,500	36,500	36,500	36,500	36,500
Revenue Modules to XPRT	60,000						
Forced XPRT Front-End Upgrade		15,000					
XPRT Module to Archive Finance Documents			15,000				
Personnel Module Training and Applicant Tracking	30,000						
TOTAL	182,718	125,968	144,218	129,218	129,218	129,218	840,560

ROI in approximately 5.5 years.

Notes:

*These positions have been eliminated, but would need to be replaced when activity increases, unless technology is introduced that offers productivity improvements. XPRT offers some productivity improvement, but is not sufficient, and requires greater training and internal technical support.

**It should also be noted that extension of XPRT does not include the breadth of modules, or technical capabilities (such as on-line payments, and time and attendance) available from the ERP System.

***There is much debate about how much Software as a Service, aka SaaS or Cloud, would save. Studies reviewed indicate that over 5 years the costs of SaaS are approximately 75% of maintaining the software locally. This factor is expected to continue to decline, making SaaS progressively cheaper relative to local server operations. However, it has yet to be determined whether this option is feasible for Clarke County.

COUNTY OF CLARKE, VIRGINIA

FINANCIAL TREND ANALYSIS

YEAR ENDED JUNE 30, 2011

REFERENCE GROUP

Amelia County
King George County
King William County*
Madison County
Rappahannock County
Greene County*

* FY 10 averages include King William County and does not include Greene County, FY 11 includes Greene County and does not include King William County

	Clarke County											Average of Reference Group											Clarke County/Reference Group																	
	FY 05	FY 06	FY 07	FY 08	FY 09	FY 10	FY 11	FY 05	FY 06	FY 07	FY 08	FY 09	FY 10	FY 11	FY 05	FY 06	FY 07	FY 08	FY 09	FY 10	FY 11	FY 05	FY 06	FY 07	FY 08	FY 09	FY 10	FY 11	FY 05	FY 06	FY 07	FY 08	FY 09	FY 10	FY 11					
Demographics / Revenue																																								
A Population	13,852	13,900	14,565	14,565	14,458	14,588	14,034	13,903	14,419	14,817	14,935	15,250	14,681	15,072	100%	100%	96%	98%	96%	100%	100%	96%	98%	96%	98%	95%	99%	93%	100%	100%	96%	98%	96%	100%	100%	96%	98%	95%	99%	93%
B Per Capita Personal Income	30,962	33,646	34,433	37,527	39,606	39,606	38,231	30,410	32,225	33,236	34,011	34,619	34,236	35,742	7.7%	7.7%	8.1%	8.3%	8.1%	7.9%	7.9%	7.7%	7.7%	7.9%	8.3%	9.18%	10%	102%	102%	104%	104%	104%	102%	104%	110%	110%	114%	116%	107%	
C Percent in Poverty	6.7%	6.1%	6.6%	6.3%	7.6%	7.6%	8.3%	8.1%	7.7%	7.7%	7.9%	8.3%	9.18%	10%	2.8%	2.8%	3.4%	3.4%	3.4%	3.4%	3.4%	2.8%	2.8%	3.4%	5.5%	6.56%	6%	81%	81%	89%	89%	89%	90%	90%	90%	90%	90%	90%	81%	
G Unemployment Rate	2.7%	2.5%	2.5%	3.6%	3.4%	3.4%	4.5%	3.4%	2.8%	2.8%	4.0%	5.5%	6.56%	6%	103.635	103.635	103.635	103.635	103.635	103.635	103.635	103.635	103.635	103.635	103.635	103.635	103.635	103.635	103.635	103.635	103.635	103.635	103.635	103.635	103.635	103.635	103.635	103.635	103.635	
D, H Per Capita Real Property Value	\$ 80,048	\$ 125,151	\$ 163,404	\$ 167,647	\$ 172,004	\$ 152,656	\$ 155,987	\$ 69,020	\$ 79,577	\$ 103,635	\$ 108,260	\$ 119,324	\$ 132,333	\$ 118,741	\$ 1,275	\$ 1,275	\$ 1,275	\$ 1,275	\$ 1,275	\$ 1,275	\$ 1,275	\$ 1,275	\$ 1,275	\$ 1,275	\$ 1,275	\$ 1,275	\$ 1,275	\$ 1,275	\$ 1,275	\$ 1,275	\$ 1,275	\$ 1,275	\$ 1,275	\$ 1,275	\$ 1,275	\$ 1,275	\$ 1,275	\$ 1,275		
E, H Per Capita Tax Revenue	\$ 1,048	\$ 1,136	\$ 1,200	\$ 1,270	\$ 1,275	\$ 1,292	\$ 505	\$ 858	\$ 937	\$ 1,007	\$ 1,076	\$ 1,158	\$ 1,084	\$ 1,093	3.5%	3.5%	3.7%	3.7%	3.7%	3.5%	3.5%	3.5%	3.5%	3.7%	6.5%	6.87%	3%	122%	122%	121%	119%	118%	118%	118%	118%	118%	118%	118%	118%	
H Property Tax Delinquency Rate	1.04%	2.10%	1.15%	1.17%	2.50%	1.90%	1.42%	3.7%	2.1%	3.5%	4.1%	6.5%	6.87%	3%	2.1%	2.1%	2.1%	2.1%	2.1%	2.1%	2.1%	2.1%	2.1%	2.1%	2.1%	2.1%	2.1%	28%	28%	98%	98%	98%	98%	98%	98%	98%	98%	98%	98%	
Expenditure (excludes capital project funds)																																								
H Per Capita Expenditures by Function																																								
General Government Administration	\$ 76	\$ 76	\$ 79	\$ 88	\$ 86	\$ 87	\$ 125	94	97	103	112	108	112	115	81%	81%	78%	77%	78%	81%	81%	78%	77%	78%	80%	78%	109%	77%	77%	78%	77%	77%	77%	77%	77%	77%	77%	77%	77%	77%
Judicial	24	26	29	29	30	30	29	40	43	45	49	53	53	52	59%	59%	61%	64%	61%	59%	61%	61%	64%	59%	61%	57%	56%	64%	64%	64%	64%	64%	64%	64%	64%	64%	64%	64%	64%	64%
Public Safety	189	205	213	226	233	225	235	235	244	268	282	304	299	311	80%	80%	80%	80%	80%	80%	80%	80%	80%	80%	80%	80%	84%	80%	80%	84%	84%	84%	84%	84%	84%	84%	84%	84%	84%	
Public Works	79	79	79	77	68	55	62	87	95	95	111	117	93	93	91%	91%	91%	91%	91%	91%	91%	91%	91%	91%	91%	91%	91%	91%	91%	91%	91%	91%	91%	91%	91%	91%	91%	91%	91%	
Health & Welfare	163	148	177	148	164	179	182	137	150	163	174	176	177	194	109%	109%	109%	109%	109%	109%	109%	109%	109%	109%	109%	109%	101%	94%	94%	98%	98%	98%	98%	98%	98%	98%	98%	98%	97%	
Education	1,278	1,341	1,352	1,391	1,424	1,384	1,408	1,267	1,381	1,397	1,446	1,468	1,448	1,448	159%	159%	168%	161%	168%	159%	168%	161%	168%	159%	168%	133%	169%	192%	192%	133%	133%	133%	133%	133%	133%	133%	133%	133%	133%	
Parks, Recreation & Cultural	56	60	57	61	62	61	64	35	36	35	45	47	36	33	159%	159%	168%	161%	168%	159%	168%	161%	168%	159%	168%	133%	169%	192%	192%	133%	133%	133%	133%	133%	133%	133%	133%	133%	133%	
Community Development	49	49	85	73	62	173	58	48	43	60	51	56	39	53	102%	102%	114%	143%	145%	102%	114%	143%	145%	102%	114%	109%	441%	110%	110%	110%	110%	110%	110%	110%	110%	110%	110%	110%	110%	
Non Departmental	27	29	30	33	37	35	0	0	0	0	0	2	1	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	
Debt																																								
H Net Bonded Debt per Capita	\$ 654	\$ 589	\$ 2,525	\$ 2,551	\$ 2,551	\$ 3,057	\$ 3,077	1,311	1,474	1,439	1,388	1,427	1,155	1,406	50%	50%	40%	175%	184%	50%	40%	175%	184%	179%	265%	219%	40%	40%	40%	40%	40%	40%	40%	40%	40%	40%	40%	40%	40%	
F, H Gross Bond Debt / Per Capita Pers. Income	293	243	1,068	990	938	1,126	1,130	1,124	1,114	1,092	1,072	1,087	1,013	857	26%	26%	22%	98%	92%	26%	22%	98%	92%	86%	111%	132%	92%	92%	92%	92%	92%	92%	92%	92%	92%	92%	92%	92%		
H Debt Service Expenditures	1,356,963	1,535,036	1,460,101	4,011,771	3,766,858	3,850,068	4,087,218	1,798,565	3,372,311	2,360,399	2,475,090	2,517,940	2,686,417	2,455,339	75%	75%	46%	62%	62%	75%	46%	62%	62%	150%	143%	166%	62%	62%	62%	62%	62%	62%	62%	62%	62%	62%	62%	62%		
Internal Resources																																								
H Current Assets/Current Liabilities (liquidity)	5 : 1	6.5 : 1	9 : 1	10 : 1	8 : 1	2 : 1	2.5 : 1	8 : 1	8 : 1	10 : 1	10 : 1	10 : 1	10 : 1	10 : 1	8 : 1	8 : 1	8 : 1	8 : 1	8 : 1	8 : 1	8 : 1	8 : 1	8 : 1	8 : 1	8 : 1	8 : 1	8 : 1	8 : 1	8 : 1	8 : 1	8 : 1	8 : 1	8 : 1	8 : 1	8 : 1	8 : 1	8 : 1	8 : 1	8 : 1	
H General Fund Balance/Total Revenue	36.9%	42.3%	43.3%	47.8%	53.4%	57.6%	60.3%	36.4%	31.8%	28.6%	30.6%	41.4%	45.74%	53.41%	101%	101%	133%	151%	157%	101%	133%	151%	157%	129%	126%	113%	133%	133%	133%	133%	133%	133%	133%	133%	133%	133%	133%	133%	133%	
H Unreserved Fund Balance/Total Revenue**	39.5%	43.9%	45.4%	49.9%	55.7%	55.3%	58.4%	26.6%	24.1%	25.5%	30.0%	39.3%	43.68%	54.43%	148%	148%	182%	178%	166%	148%	182%	178%	166%	142%	127%	107%	178%	178%	178%	178%	178%	178%	178%	178%	178%	178%	178%	178%		

A. Source: <http://www.census.gov/popest/counties> - 2010 estimate
B. Source: U.S. Department of Commerce, Bureau of Economic Analysis: www.bea.gov/regional/reis/drill.cfm
C. Source: U.S. Census Bureau: <http://www.census.gov/did/www/saie/data/statecounty/data/2010.html>
D. Calculation: Total real property assessed value / population
E. Calculation: (Total property tax revenue + local tax revenue) / population
F. Calculation: Total gross bonded debt / Per Capita Personal Income
G. Source: Virginia Employment Commission: www.vec.state.va.us (VELMA - Virginia Labor Market Statistics)
H. Audited Financial Statements for the year ended June 30, 2011

* Gross Bonded Debt includes general obligation bonds, bond anticipation notes and literary fund loans. Excludes revenue bonds, capital leases, and compensated absences.

** Starting FY 2011 fund balance figures include unassigned, assigned and committed

Note: FY 10 averages include King William County and does not include Greene County.
FY 11 averages include Greene County and does not include King William County.

Final Fiscal Trend Analysis - Clarke, page 2

	Total Revenues and Expenditures - Clarke County										Percent Change From FY 2011 To Each of the Prior 6 Years					
	FY 05	FY 06	FY 07	FY 08	FY 09	FY 10	FY 11	FY 05	FY 06	FY 07	FY 08	FY 09	FY 10			
A Revenues (includes all funds)																
General Property Taxes	\$ 12,257,621	13,146,490	15,027,301	15,963,494	16,206,520	17,169,972	17,351,499	32%	26%	15%	9%	7%	1%			
Other Local Taxes	2,254,173	2,641,776	2,457,607	2,350,951	2,222,936	1,682,254	1,653,965	-26%	-42%	-34%	-31%	-34%	-2%			
Permits, Privilege Fees, Regulatory Licenses	614,690	570,681	409,494	432,043	295,830	231,078	326,865	-67%	-56%	-19%	-36%	13%	29%			
Fines and Forfeitures	114,229	140,977	306,494	238,256	265,963	224,547	381,509	112%	101%	31%	54%	51%	41%			
Revenue from Use of Money and Property	824,408	546,121	1,562,945	1,749,052	747,635	367,505	293,560	-30%	-14%	-73%	-195%	-124%	-25%			
Charges for Services	1,071,583	1,202,341	1,183,139	1,316,037	1,112,975	1,203,527	1,467,079	30%	20%	22%	14%	29%	18%			
Miscellaneous	401,271	341,554	569,111	315,074	153,293	175,218	141,845	-82%	-63%	-136%	-113%	-7%	-24%			
Recovered Costs	190,941	394,593	286,346	114,879	486,361	252,483	315,412	108%	-69%	25%	41%	-68%	20%			
Inter-governmental	13,235,235	14,225,862	15,310,686	15,274,338	15,087,521	16,313,208	14,907,445	11%	4%	-3%	-2%	-1%	-9%			
Proceeds from Debt	1,966,355	173,000	29,511,710	2,805,396	1,371,046	9,900,172	567,178	n/m	n/m	n/m	n/m	n/m	n/m			
A Expenditures (includes all funds)																
Total Expenditures By Function	\$ 1,052,796	1,054,602	1,148,248	1,277,128	1,250,373	1,269,798	1,758,864	55%	55%	48%	39%	40%	28%			
General Government Administration	326,410	367,620	419,882	418,960	433,671	435,732	406,846	19%	9%	-3%	-3%	-6%	-7%			
Judicial	2,612,682	2,853,241	3,101,165	3,288,061	3,363,061	3,287,873	3,300,190	21%	14%	6%	0%	-2%	0%			
Public Safety	1,097,103	1,095,905	1,145,874	1,125,273	989,119	796,207	866,886	-20%	-20%	-25%	-26%	-15%	8%			
Public Works	2,264,177	2,054,545	2,581,195	2,155,592	2,372,269	2,616,419	2,558,292	14%	23%	-1%	17%	7%	-2%			
Health & Welfare	17,702,813	18,643,505	19,688,323	20,273,221	20,593,066	19,745,229	19,753,538	10%	5%	0%	-3%	-4%	0%			
Education	772,119	830,169	828,018	886,456	902,369	887,006	900,137	14%	8%	8%	2%	0%	1%			
Parks, Recreation & Cultural	680,165	683,302	1,244,788	1,068,892	891,594	2,517,665	814,400	13%	12%	-40%	-29%	-3%	-209%			
Community Development	373,123	404,615	429,871	486,779	528,021	506,161	3,531	-76%	-82%	-88%	-92%	-104%	-14235%			
Non Departmental	1,356,963	1,535,036	1,477,545	4,011,771	3,766,858	3,850,058	4,087,218	68%	64%	65%	2%	8%	6%			
Debt Service	1,514,423	3,324,626	4,592,984	5,360,875	6,505,229	3,141,660	16,577,174	281%	247%	224%	172%	321%	81%			
Capital Projects																

A. Audited Financial Statements
 B. Actual operating expenditures of the school board plus contribution to community college.

n/m - not meaningful

NOTE 82

The analysis depicts a comparison of the percentage increase or decrease between the current fiscal year to each of the prior nine fiscal years. The percentage change is not summarized or averaged. It represents the percentage change of each year comparative to fiscal year 2011.

Financial Trend Analysis - Amelia

	FY 05	FY 06	FY 07	FY 08	FY 09	FY 10	FY 11
Demographics / Revenue							
A Population	12,095	12,434	12,660	12,831	12,886	12,886	12,690
B Per Capita Personal Income	31,807	32,322	33,594	33,903	33,903	33,903	32,782
C Percent in Poverty	9.9%	9.2%	9.1%	9.6%	9.6%	11.3%	11.4%
G Unemployment Rate	3.6%	3.1%	3.1%	4.5%	8.2%	7.3%	6.6%
D, H Per Capita Real Property Value	\$ 52,610	\$ 53,043	\$ 77,600	\$ 78,142	\$ 81,466	\$ 82,126	\$ 81,781
E, H Per Capita Tax Revenue	\$ 537	\$ 547	\$ 593	\$ 654	\$ 672	\$ 617	\$ 627
H Property Tax Delinquency Rate	4.09%	3.17%	2.28%	4.25%	6.40%	9.30%	4.72%
Expenditure (excludes capital project funds)							
<i>H Per Capita Expenditures by Function</i>							
General Government Administration	\$ 97	\$ 93	\$ 94	\$ 105	\$ 109	\$ 108	\$ 123
Judicial	41	47	45	51	52	54	51
Public Safety	125	135	141	172	176	182	185
Public Works	48	69	68	65	65	66	69
Health & Welfare	109	111	133	144	136	148	151
Education	1,160	1,192	1,297	1,322	1,387	1,333	1,270
Parks, Recreation & Cultural	28	31	35	36	37	38	40
Community Development	31	36	46	26	22	19	7
Non Departmental	-	-	-	-	-	-	-
Debt							
H Net Bonded Debt per Capita	\$ 191	\$ 605	\$ 555	\$ 507	\$ 463	\$ 422	\$ 474
F, H Gross Bond Debt / Per Capita Pers. Income	522	965	888	816	752	691	701
H Debt Service Expenditures	786,271	8,182,236	1,134,783	1,074,412	1,054,984	839,444	1,143,205
Internal Resources							
H Current Assets/Current Liabilities (liquidity)	6 : 1	6 : 1	6 : 1	6:1	6:1	15:1	17:1
H General Fund Balance/Total Revenue	60.51%	48.52%	53.54%	59.59%	68.44%	74.60%	77.54%
H Unreserved Fund Balance/Total Revenue**	39.68%	44.91%	49.52%	63.76%	63.94%	69.87%	68.78%

A. Source: <http://www.census.gov/popest/counties> - 2010 estimate

B. Source: U.S. Department of Commerce, Bureau of Economic Analysis; www.bea.gov/regional/reis/drill.cfm
latest year data was published for - 2009

C. Source: U.S. Census Bureau; <http://www.census.gov/did/www/saie/data/statecounty/data/2010.html>

D. Calculation: Total real property assessed value / population

E. Calculation: (Total property tax revenue + local tax revenue) / population

F. Calculation: Total gross bonded debt / Per Capita Personal Income

G. Source: Virginia Employment Commission; www.vec.state.va.us (VELMA - Virginia Labor Market Statistics)

H. Audited Financial Statements for the year ended June 30, 2011

* Gross Bonded Debt includes general obligation bonds, bond anticipation notes and literary fund loans. Excludes revenue bonds, capital leases, and compensated absences.

** Starting FY 2011 fund balance figures include unassigned, assigned and committed

Financial Trend Analysis - King George

	FY 05	FY 06	FY 07	FY 08	FY 09	FY 10	FY 11
Demographics / Revenue							
A Population	19,355	20,637	21,780	21,780	23,170	23,557	23,584
B Per Capita Personal Income	30,425	33,004	33,778	33,690	35,321	33,690	36,586
C Percent in Poverty	7.0%	6.6%	6.2%	6.2%	6.2%	7.0%	6.9%
G Unemployment Rate	3.4%	3.1%	3.2%	5.2%	5.1%	7.8%	6.5%
D, H Per Capita Real Property Value	\$ 61,905	\$ 88,214	\$ 114,014	\$ 120,481	\$ 117,522	\$ 106,256	\$ 107,824
E, H Per Capita Tax Revenue	\$ 944	\$ 954	\$ 936	\$ 1,029	\$ 994	\$ 986	\$ 1,008
H Property Tax Delinquency Rate	3.05%	2.07%	3.84%	2.98%	2.73%	2.12%	2.47%
Expenditure (excludes capital project funds)							
<i>H Per Capita Expenditures by Function</i>							
General Government Administration	\$ 120	\$ 109	\$ 107	\$ 125	\$ 107	\$ 101	\$ 99
Judicial	35	40	47	48	49	46	43
Public Safety	279	275	349	332	336	317	319
Public Works	48	47	55	77	57	52	56
Health & Welfare	138	159	162	162	173	186	174
Education	1,260	1,334	1,403	1,475	1,496	1,423	1,491
Parks, Recreation & Cultural	54	56	55	68	47	46	50
Community Development	53	49	50	63	72	57	54
Non Departmental	-	-	-	-	-	-	-
Debt							
H Net Bonded Debt per Capita	\$ 2,231	\$ 2,307	\$ 2,539	\$ 2,704	\$ 3,225	\$ 3,061	\$ 2,916
F, H Gross Bond Debt / Per Capita Pers. Income	2,136	1,476	1,670	1,816	2,148	2,174	1,911
H Debt Service Expenditures	2,009,660	3,861,068	4,680,913	5,359,054	5,797,231	6,749,985	6,357,663
Internal Resources							
H Current Assets/Current Liabilities (liquidity)	23 : 1	21 : 1	14 : 1	6 : 1	6 : 1	6 : 1	6 : 1
H General Fund Balance/Total Revenue	60.20%	47.98%	48.49%	48.78%	72.41%	82.23%	78.61%
H Unreserved Fund Balance/Total Revenue**	55.94%	44.78%	45.71%	46.21%	68.85%	78.70%	74.27%

A. Source: <http://www.census.gov/popest/counties> - 2010 estimate

B. Source: U.S. Department of Commerce, Bureau of Economic Analysis; www.bea.gov/regional/reis/drill.cfm
latest year data was published for - 2009

C. Source: U.S. Census Bureau; <http://www.census.gov/did/www/saipe/data/statecounty/data/2010.html>

D. Calculation: Total real property assessed value / population

E. Calculation: (Total property tax revenue + local tax revenue) / population

F. Calculation: Total gross bonded debt / Per Capita Personal Income

G. Source: Virginia Employment Commission; www.vec.state.va.us (VELMA - Virginia Labor Market Statistics)

H. Audited Financial Statements for the year ended June 30, 2011

* Gross Bonded Debt includes general obligation bonds, bond anticipation notes and literary fund loans. Excludes revenue bonds, capital leases, and compensated absences.

** Starting FY 2011 fund balance figures include unassigned, assigned and committed

Financial Trend Analysis - King William

	FY 05	FY 06	FY 07	FY 08	FY 09	FY 10
Demographics / Revenue						
A Population	14,487	15,133	15,627	15,987	16,225	16,225
B Per Capita Personal Income	33,969	34,574	35,926	36,802	36,802	36,802
C Percent in Poverty	6.8%	6.9%	6.3%	6.5%	6.5%	7.6%
G Unemployment Rate	3.6%	2.8%	2.7%	3.4%	7.1%	7.0%
D, H Per Capita Real Property Value	\$ 62,764	\$ 70,502	\$ 71,891	\$ 86,869	\$ 100,767	\$ 102,426
E, H Per Capita Tax Revenue	\$ 791	\$ 836	\$ 892	\$ 1,018	\$ 1,059	\$ 1,055
H Property Tax Delinquency Rate	3.30%	2.15%	2.96%	3.65%	4.87%	12.05%
Expenditure (excludes capital project funds)						
H Per Capita Expenditures by Function						
General Government Administration	\$ 84	\$ 90	\$ 95	\$ 100	\$ 95	\$ 107
Judicial	26	32	35	34	37	33
Public Safety	242	269	210	232	259	248
Public Works	84	83	97	112	94	96
Health & Welfare	105	108	105	110	119	124
Education	1,147	1,238	1,260	1,327	1,401	1,331
Parks, Recreation & Cultural	46	50	50	50	53	46
Community Development	35	39	67	39	37	45
Non Departmental	-	-	-	-	-	-
Debt						
H Net Bonded Debt per Capita	\$ 1,839	\$ 1,642	\$ 1,475	\$ 1,330	\$ 1,207	\$ 1,108
F, H Gross Bonded Debt / Per Capita Pers. Income	2,412	2,244	2,139	2,090	1,935	1,813
H Debt Service Expenditures	3,812,016	3,805,005	3,879,529	3,964,539	3,711,543	3,566,431
Internal Resources						
H Current Assets/Current Liabilities (liquidity)	1:1	.7:1	.5:1	.8:1	1:1	1:1
H General Fund Balance/Total Revenue	0.63%	-7.47%	-7.70%	-2.78%	5.18%	9.98%
H Unreserved Fund Balance/Total Revenue	0.63%	-7.47%	-7.70%	-3.98%	3.20%	7.96%

A. Source: <http://www.census.gov/popest/counties> - 2009 estimate

B. Source: U.S. Department of Commerce, Bureau of Economic Analysis; www.bea.gov/regional/reis/drill.cfm
latest year data was published for - 2008

C. Source: U.S. Census Bureau; <http://www.census.gov/did/www/saipe/data/statecounty/data/2008.html>

D. Calculation: Total real property assessed value / population

E. Calculation: (Total property tax revenue + local tax revenue) / population

F. Calculation: Total gross bonded debt / Per Capita Personal Income

G. Source: Virginia Employment Commission; www.vec.state.va.us (VELMA - Virginia Labor Market Statistics)

H. Audited Financial Statements for the year ended June 30, 2010

* Gross Bonded Debt includes general obligation bonds, bond anticipation notes and literary fund loans. Excludes revenue bonds, capital leases, and compensated absences.

Note: Audited financial statements were unavailable for the year ended June 30, 2011.

Financial Trend Analysis - Madison

	FY 05	FY 06	FY 07	FY 08	FY 09	FY 10	FY 11
Demographics / Revenue							
A Population	13,134	13,398	13,613	13,613	13,639	13,702	13,308
B Per Capita Personal Income	25,054	26,948	27,945	28,301	28,511	28,511	32,114
C Percent in Poverty	9.4%	9.1%	9.8%	9.8%	10.7%	10.8%	11.7%
G Unemployment Rate	3.6%	2.9%	2.9%	4.0%	3.8%	5.5%	4.3%
D, H Per Capita Real Property Value	\$ 62,479	\$ 91,548	\$ 92,905	\$ 95,417	\$ 143,100	\$ 142,974	\$ 148,126
E, H Per Capita Tax Revenue	\$ 852	\$ 970	\$ 982	\$ 991	\$ 1,369	\$ 1,033	\$ 1,101
H Property Tax Delinquency Rate	1.80%	1.61%	2.81%	3.41%	8.37%	7.88%	2.60%
Expenditure (excludes capital project funds)							
<i>H Per Capita Expenditures by Function</i>							
General Government Administration	\$ 62	\$ 63	\$ 79	\$ 79	\$ 78	\$ 75	\$ 81
Judicial	34	37	40	43	57	55	57
Public Safety	222	248	294	301	300	313	332
Public Works	96	82	100	110	102	89	90
Health & Welfare	107	122	167	183	193	186	218
Education	1,170	1,241	1,303	1,342	1,306	1,286	1,316
Parks, Recreation & Cultural	27	30	22	20	21	22	23
Community Development	73	31	85	53	32	28	49
Non Departmental	1	-	1	1	10	6	8
Debt							
H Net Bonded Debt per Capita	\$ 550	\$ 505	\$ 459	\$ 413	\$ 557	\$ 564	\$ 483
F, H Gross Bond Debt / Per Capita Pers. Income	275	235	206	183	267	272	200
H Debt Service Expenditures	860,329	831,109	811,873	791,972	785,564	1,648,163	1,585,967
Internal Resources							
H Current Assets/Current Liabilities (liquidity)	4 : 1	5 : 1	5 : 1	6 : 1	6 : 1	2:1	2:1
H General Fund Balance/Total Revenue	22.00%	28.29%	32.15%	21.93%	39.02%	28.03%	26.05%
H Unreserved Fund Balance/Total Revenue**	22.00%	27.73%	32.15%	21.93%	39.02%	28.03%	26.05%

A. Source: <http://www.census.gov/popest/counties> - 2010 estimate

B. Source: U.S. Department of Commerce, Bureau of Economic Analysis; www.bea.gov/regional/reis/drill.cfm
latest year data was published for - 2009

C. Source: U.S. Census Bureau; <http://www.census.gov/did/www/saipe/data/statecounty/data/2010.html>

D. Calculation: Total real property assessed value / population

E. Calculation: (Total property tax revenue + local tax revenue) / population

F. Calculation: Total gross bonded debt / Per Capita Personal Income

G. Source: Virginia Employment Commission; www.vec.state.va.us (VELMA - Virginia Labor Market Statistics)

H. Audited Financial Statements for the year ended June 30, 2011

* Gross Bonded Debt includes general obligation bonds, bond anticipation notes and literary fund loans. Excludes revenue bonds, capital leases, and compensated absences.

** Starting FY 2011 fund balance figures include unassigned, assigned and committed

Financial Trend Analysis - Rappahannock

	FY 05	FY 06	FY 07	FY 08	FY 09	FY 10	FY 11
Demographics / Revenue							
A Population	7,171	7,271	7,203	7,203	7,158	7,035	7,373
B Per Capita Personal Income	30,423	33,586	33,902	36,472	38,274	38,274	42,214
C Percent in Poverty	7.4%	6.6%	7.1%	7.8%	8.2%	9.2%	9.8%
G Unemployment Rate	2.8%	2.5%	2.4%	3.5%	3.5%	5.2%	4.5%
D, H Per Capita Real Property Value	\$ 119,170	\$ 120,410	\$ 212,782	\$ 216,554	\$ 221,627	\$ 227,884	\$ 204,465
E, H Per Capita Tax Revenue	\$ 1,223	\$ 1,448	\$ 1,715	\$ 1,759	\$ 1,813	\$ 1,729	\$ 1,602
H Property Tax Delinquency Rate	3.00%	0.00%	2.00%	3.00%	11.00%	3.00%	4.00%
Expenditure (excludes capital project funds)							
H Per Capita Expenditures by Function							
General Government Administration	\$ 105	\$ 119	\$ 135	\$ 144	\$ 141	\$ 169	\$ 149
Judicial	75	71	71	81	87	77	72
Public Safety	362	321	395	405	496	433	404
Public Works	141	179	131	158	246	163	154
Health & Welfare	179	198	218	254	242	242	251
Education	1,516	1,456	1,557	1,624	1,599	1,574	1,582
Parks, Recreation & Cultural	38	28	29	73	86	28	27
Community Development	30	28	38	42	89	46	51
Non Departmental	-	-	-	-	-	-	-
Debt							
H Net Bonded Debt per Capita	\$ 929	\$ 825	\$ 797	\$ 727	\$ 659	\$ 618	\$ 537
F, H Gross Bond Debt / Per Capita Pers. Income	213	179	169	144	124	114	94
H Debt Service Expenditures	446,606	829,571	766,866	738,345	709,557	628,064	599,059
Internal Resources							
H Current Assets/Current Liabilities (liquidity)	5 : 1	7 : 1	7 : 1	7 : 1	6:1	6:1	6:1
H General Fund Balance/Total Revenue	31.39%	26.75%	32.77%	35.61%	29.88%	33.84%	31.67%
H Unreserved Fund Balance/Total Revenue**	31.39%	26.32%	32.77%	35.61%	29.88%	33.84%	31.67%

A. Source: <http://www.census.gov/popest/counties> - 2010 estimate

B. Source: U.S. Department of Commerce, Bureau of Economic Analysis; www.bea.gov/regional/reis/drill.cfm
latest year data was published for - 2009

C. Source: U.S. Census Bureau; <http://www.census.gov/did/www/saipe/data/statecounty/data/2010.html>

D. Calculation: Total real property assessed value / population

E. Calculation: (Total property tax revenue + local tax revenue) / population

F. Calculation: Total gross bonded debt / Per Capita Personal Income

G. Source: Virginia Employment Commission; www.vec.state.va.us (VELMA - Virginia Labor Market Statistics)

H. Audited Financial Statements for the year ended June 30, 2011

* Gross Bonded Debt includes general obligation bonds, bond anticipation notes and literary fund loans. Excludes revenue bonds, capital leases, and compensated absences.

** Starting FY 2011 fund balance figures include unassigned, assigned and committed

Financial Trend Analysis - Greene

	FY 05	FY 06	FY 07	FY 08	FY 09	FY 10	FY 11
Demographics / Revenue							
A Population	17,176	17,638	18,017	18,197	18,421	18,197	18,403
B Per Capita Personal Income	30,784	32,913	34,272	34,900	34,900	34,849	35,012
C Percent in Poverty	8.0%	7.7%	7.4%	7.3%	8.6%	8.6%	9.7%
G Unemployment Rate	3.1%	2.5%	2.3%	3.5%	5.1%	5.9%	5.9%
D, H Per Capita Real Property Value	\$ 55,192	\$ 53,746	\$ 52,615	\$ 52,095	\$ 51,461	\$ 52,095	\$ 51,512
E, H Per Capita Tax Revenue	\$ 802	\$ 868	\$ 923	\$ 1,007	\$ 1,041	1,113	1,126
H Property Tax Delinquency Rate	6.73%	3.81%	7.30%	7.27%	5.57%	4.18%	3.05%
Expenditure (excludes capital project funds)							
H Per Capita Expenditures by Function							
General Government Administration	\$ 98	\$ 111	\$ 108	\$ 119	\$ 115	121	124
Judicial	27	32	35	37	36	36	37
Public Safety	180	214	218	249	259	289	314
Public Works	103	110	118	140	138	101	98
Health & Welfare	186	203	194	189	194	174	178
Education	1,346	1,826	1,565	1,585	1,622	1,517	1,581
Parks, Recreation & Cultural	18	20	21	25	38	27	27
Community Development	66	76	72	80	86	93	102
Non Departmental	1	1	1	2	2	1	1
Debt							
H Net Bonded Debt per Capita	\$ 2,124	\$ 2,963	\$ 2,812	\$ 2,649	\$ 2,451	2,332	2,621
F, H Gross Bond Debt / Per Capita Pers. Income	\$ 1,185	\$ 1,588	\$ 1,478	\$ 1,381	\$ 1,294	1,218	1,377
H Debt Service Expenditures	2,876,505	2,724,879	2,888,431	2,922,220	3,048,763	2,585,804	2,590,803
Internal Resources							
H Current Assets/Current Liabilities (liquidity)	4:1	5:1	2:1	3:1	5.5:1	2.5:1	3:1
H General Fund Balance/Total Revenue	43.40%	46.61%	12.27%	20.19%	33.54%	45.03%	53.19%
H Unreserved Fund Balance/Total Revenue**	10.15%	8.16%	0.78%	16.64%	31.19%	56.72%	71.39%

A. Source: <http://www.census.gov/popest/counties> - 2010 estimate

B. Source: U.S. Department of Commerce, Bureau of Economic Analysis; www.bea.gov/regional/reis/drill.cfm
latest year data was published for - 2009

C. Source: U.S. Census Bureau; <http://www.census.gov/did/www/saibe/data/statecounty/data/2010.html>

D. Calculation: Total real property assessed value / population

E. Calculation: (Total property tax revenue + local tax revenue) / population

F. Calculation: Total gross bonded debt / Per Capita Personal Income

G. Source: Virginia Employment Commission; www.vec.state.va.us (VELMA - Virginia Labor Market Statistics)

H. Audited Financial Statements for the year ended June 30, 2011

* Gross Bonded Debt includes general obligation bonds, bond anticipation notes and literary fund loans. Excludes revenue bonds, capital leases, and compensated absences.

** Starting FY 2011 fund balance figures include unassigned, assigned and committed

Clarke County Board of Supervisors

Joint Administrative Services Board Monthly Update

Clarke County Board of Supervisors

Government Projects Update

Clarke County Board of Supervisors

Miscellaneous Items

**Board of Supervisors
Summary of Required Actions Status Report**

Meeting/Letter Date	Item	Description	Responsibility	Status	Date Complete
12/20/2011	1402	Draft letter of appreciation and forward to all members of the Sheriff's Office.	David Ash	Complete	1/24/2012
12/20/2011	1410	Solicit and provide a cost estimate for the convenience center for review at the January Board meeting.	David Ash	Complete - construction estimates and operation cost estimates using Clearbrook site estimates	1/17/2012
1/17/2012	1412	Execute and forward Virginia Airborne Search & Rescue Squad Virginia OEMS License No. 1298 and the County of Clarke, Virginia Memorandum of Understanding.	David Ash	Complete	1/23/2012
1/17/2012	1413	Update Appointment database with 2012 Board of Supervisors Chair Appointments.	Lora B. Walburn	Complete	1/19/2012
1/17/2012	1414	Process and forward Resolution in Opposition of Devolution and Cost Shifting 2012-01R.	Lora B. Walburn	Complete	1/19/2012
1/17/2012	1415	Coordinate informational meetings on Cool Springs / Regional Park Authority.	Alison Teeton	Complete	1/18/2012
1/17/2012	1416	Advertise public hearing TA-11-08B.	Lora B. Walburn	Complete	1/18/2012
1/17/2012	1417	Process letters of appointment and update database.	Lora B. Walburn	Database updated 1/18; Letters 1/24	1/24/2012
1/17/2012	1418	Update BCCGC meeting room schedule to include Board of Supervisors 2012 meeting schedule and post where applicable.	Susanne Vaughan	Complete following 1/9 Work Session 1/12	1/18/2012
1/17/2012	1419	Update Rules of Procedure.	Lora B. Walburn	Complete following 1/9 Work Session on 1/12	1/17/2012
1/17/2012	1420	Execute and forward letter of support Help With Housing, Inc.	David Ash	Complete	1/20/2012
1/17/2012	1421	Execute and forward Blue Ridge Housing Network, Inc.	David Ash	Complete	1/20/2012
1/17/2012	1422	Update BCCGC meeting room schedule to include FY2013 Budget Calendar and post where applicable.	Susanne Vaughan	Complete	1/18/2012

Clarke County Board of Supervisors

Board Member Committee Status Reports

Clarke County Board of Supervisors

Closed Session *[as necessary]*

Clarke County Board of Supervisors

Citizen Comment Period

Public Hearing Notice

The Clarke County Board of Supervisors will hold public hearings on Tuesday, February 21, 2012 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 12-01 TA-11-08B The Board of Supervisors will consider the recommendation of the Clarke County Planning Commission to amend the County Zoning Ordinance Section 3-E-4-e, *Design Criteria for that portion of the Historic Access Corridor Overlay District outside of the boundaries of the Berryville Area Plan*, so as to: encourage the retention of the architectural character of existing commercial structures in the overlay district; and more clearly re-state some of the Criteria.

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.

ADVERTISE:	The Winchester Star	January 24, 2012 January 31, 2012
INVOICE:	Attention: Lora B. Walburn Clarke County Board of Supervisors 101 Chalmers Court, Suite B, Berryville, VA 22611	
Contact:	Lora B. Walburn 540-955-5175; Fax 955-5180	
Note:	Please provide Affidavit / Certification of Publication.	

**BOARD OF SUPERVISORS
REGULAR MEETING
ZONING ORDINANCE TEXT AMENDMENT**

**ITEM
2012 FEBRUARY 21
PUBLIC HEARING**

The Clarke County Planning Commission recommends the amendment of the County Zoning Ordinance:

Section 3-E-4-e, *Design Criteria for that portion of the Historic Access Corridor Overlay District outside of the boundaries of the Berryville Area Plan*, so as to:

- encourage the retention of the architectural character of existing commercial structures in the overlay district, and
 - more clearly re-state some of the Criteria. TA-11-08B
-

No additional comments.

RECOMMENDATION

Approval of the proposed amendment to the County Zoning Ordinance, Section 3-E-4-e, Design Criteria for that portion of the Historic Access Corridor Overlay District outside of the boundaries of the Berryville Area Plan.

Comments to BOS – Jan 17

At the December BOS meeting, the Board postponed setting the public hearing on the recommendation of Supervisor Byrd that several language changes be considered to the proposed text amendment. County consultant Architectural Historian, Maral Kalbian, discussed these changes with Supervisors Byrd and Staelin. The following revisions have been made within the text:

1 a 5

Replace the word *contemporary* with the word *new*.

2b

Add this clause after “New commercial construction” *including additions to existing buildings*.

Replace the word *contributing* with *historic*.

Delete *New commercial construction should not recreate history or imitate specific historical styles*.

5b

Replace the word *hardy* with *hardi*.

5e

Replace the word *back* with *rear*.

6b

Replace the word *multiple* with *small*.

Delete the sentence: *Doors on new commercial buildings should be primarily of glass*.

RECOMMENDATION

Set public hearing on the revised text amendment for Historic Access Corridor Overlay District design guidelines for the next regularly scheduled meeting of the Board of Supervisors on February 21.

**BOARD OF SUPERVISORS
REGULAR MEETING
ZONING ORDINANCE TEXT AMENDMENT**

**ITEM
2012 FEBRUARY 21
PUBLIC HEARING**

At the December Planning Commission meeting several sections of the proposed ordinance were deleted and the attached text amendment is the corrected version for the Board to set public hearing. The former Planner with the help of Architectural Historian, Maral Kalbian, wrote the text amendment so as to better encourage the type of architecture and the type of materials used in commercial buildings to better reflect the historic character of our County.

RECOMMENDATION

Set public hearing on the proposed amendment for the next regular meeting of the Board on 2012 January 17.

Comments to PC - 2011 December 2

Previous discussions regarding the Waterloo and Double Tollgate areas in regard to traditional style patterns of development have led to the Planning Commission suggesting that more time be given to them to them and to staff to discuss these items prior to taking any action.

This proposed text amendment deals mostly with clarifying the existing ordinance although the proposed text amendment does include text related to the Waterloo and Double Tollgate Area that would no longer be applicable should the Planning Commission table the other proposed text amendments in regard to setbacks and site plans. Staff therefore suggests that the Planning Commission delete that portion of this proposed text amendment shown as 2 G and 2 H but retain all the other proposed text revisions.

RECOMMENDATION

Recommend approval to the Board of Supervisors the text amendment for the schedule of Overlay Districts in the Historic Access Corridor Overlay District with the deletion of proposed section 2g and 2h.

3-E SCHEDULE OF OVERLAY DISTRICT REGULATIONS

3-E-4 Historic Access Corridor Overlay District - (HC)

3-E-4-e Design Criteria for that portion of the Historic Access Corridor Overlay District outside of the boundaries of the Berryville Area Plan.

(1/22/94)

1. Administration

a. Purpose and Intent

The purpose of these Design Criteria is to insure that new or remodeled commercial buildings along arterial highways that are routes of access to designated historic areas in Clarke County are compatible with the character of these historic areas. The purpose is also to establish a coherent commercial identity among these new or remodeled buildings through shared design principles as a common denominator. It is the intent of these Criteria to:

1. accommodate economic growth that will both maximize direct county revenues and minimize the indirect costs of eroding the distinctive rural character of Clarke County;
2. protect private property values and related public investment from the detrimental impacts of indiscriminate and insensitive new construction;
3. anticipate and guard against commonplace and uniform trademark architecture that ~~if built in Clarke County~~ would create anonymous strip developments indistinguishable from those in other parts of the country;
4. maintain the image of Clarke County as seen from its most traveled highways to benefit residents, attract tourists, and interest potential employers;
5. encourage new commercial ventures to produce ~~contemporary~~ *new* architecture compatible with the traditional building forms of Clarke County by recognizing that design principles from the past can both inspire and discipline change for today;
6. provide for an appropriate and attractive yet diverse mix of new buildings that relate to one another in a coherent way by guiding them toward shared design principles without imposing any specific architectural style.

b. Compliance

1. These criteria identify the ~~building~~ *design* elements found ~~in~~ ~~buildings~~ in Clarke County *buildings* that are at least 50 years old and have retained their architectural integrity. This standard is used by the Virginia Department of Historic Resources and the U.S. Department of the Interior to determine whether or not a structure is considered to be "contributing" to the historic character of a community. The term "contributing buildings," as used here, refers to those buildings that have been identified in The Clarke County Rural Reconnaissance Survey, 1989 & 1993, White Post National Register Nomination, 1986, and Berryville/Boyce/ Millwood Historic

Districts Survey, 1985, all surveys prepared according to the standards established by the Virginia Department of Historic Resources.

2. These criteria shall be followed to the greatest extent possible, as determined by the review board, given the physical nature of a specific site and its intended use. Although achieving compliance with all these criteria is desired, the review board may use its discretion in determining an application's degree of compliance, as long as a proposed design is consistent with the purpose and intent of these criteria.
2. Architectural Style and Form
 - a. Historic design elements of contributing buildings found in Clarke County should be the basis for proposed designs. ~~Designers of new commercial buildings may draw inspiration from any number of Clarke County's contributing buildings with respect to material and scale but should look to the County's contributing commercial buildings for specific commercial design elements, like configuration of windows and doors.~~
 - b. ***The architectural style and form of existing commercial buildings should be retained.*** New commercial construction, ***including additions to existing buildings***, should represent the era in which it is built, ***while including design elements found on the County's contributing historical commercial buildings*** and be designed a manner that complements the existing character of commercial buildings that contribute to the county's historic context. ~~New commercial construction should not recreate history or imitate specific historic styles.~~
 - c. ~~Introduction of~~ Design concepts foreign in time and place to Clarke County is ***are*** inconsistent with the county's architectural character ***and should not be used***. For example, a building that imitates a Bavarian cottage, Spanish mission, Asian pagoda, Polynesian village, Tudor mansion, or New England sea shanty bears no relationship to the history or architecture of Clarke County. A building that exhibits many design elements present in Clarke County but nonetheless gives the overall appearance of caricature or exaggeration is ***also*** not acceptable, ~~either~~.
 - d. Form should reflect function. New commercial buildings should not be disguised as residential buildings. Traditional commercial design features should be employed to reflect the new building's function.
 - f. The facades of large retail structures should be broken into smaller elements that are similar in scale to contributing commercial buildings.
 3. Height

Most contributing buildings in Clarke County have no more than two stories ***with a few structures in Berryville with three stories***. New construction should be consistent with this pattern ***and not exceed three stories***.
 4. Roofs
 - a. Contributing ***commercial*** buildings in Clarke County have roofs with the following characteristics: ~~roof shape is predominantly gabled, with some hipped. Roof pitches generally range from 8 in 12 to 12 in 12. To a lesser~~

~~extent, roof shape for some contributing commercial buildings includes a parapet on the front and occasionally on the sides. *flat or shed pitches with front and side parapets or steep pitches (slopes between 8/12 and 12/12) with front or side gables.* Roof materials are primarily standing-seam metal. To a lesser extent, slate and wooden shingles were used. Roofs are one color, usually dark green and or black are the most common roof colors, with dark red and silver also found to a lesser extent.~~

- b. ***Existing commercial buildings should retain their roof configuration and elements.*** New commercial construction should use the most common of these characteristics ***of contributing commercial buildings: gable roofs with a pitch between 8 in 12 and 12 in 12 flat or shed roofs with parapets or steeply pitched front or side gable roofs,*** clad in standing-seam metal of one dark color. ~~Flat roofed buildings with attached pitched roofs may also be used. The attached elements should have a pitch between. They should be clad in standing seam metal of one dark color to suggest the appearance of a gabled or hipped roof. They~~ ***Parapets*** should shield, on all sides, any roof-mounted mechanical equipment.
 - c. Gambrel roofs, true mansard roofs (which conceal an additional story) or other double-pitched roofs should not be used. These roof types are not common in Clarke County. They exist on a few agricultural buildings in the case of gambrel, on a few urban buildings in terms of true mansard, or are a late-20th century phenomenon in the case of other types of double-pitched roofs. ***Fake roof fronts should not be used.***
5. Exterior walls
- a. Exterior walls of contributing ***commercial*** buildings in Clarke County are most commonly clad in horizontal wood siding ***or stucco.*** To a lesser extent, red clay brick (***painted or unpainted***), native limestone, and ~~stucco~~ ***cinder blocks*** were used. The same cladding material was typically applied to all sides and all stories of a building. Exposed foundations were usually of native limestone or ~~red clay brick~~ ***formed concrete.***
 - b. ***Existing commercial structures should retain their architectural character by maintaining their exterior wall and foundation materials.*** For cladding, new construction should use ***painted*** horizontal wood siding, ***stucco,*** red clay brick (***painted or if unpainted: solid red, not variegated,*** ***or*** limestone, ~~or stucco~~). Although use of authentic materials is encouraged, some modern alternative materials like ***hardyhardi-plank for siding,*** split-face block for stone, or synthetic stucco for true stucco, ~~will~~ ***can be considered used.*** Use of lesser quality materials like vinyl or aluminum siding ~~is discouraged~~ ***should not be used.***
 - c. No more than two cladding materials should be used on any building. No more than one cladding material should be used on any story of a building. Cladding materials should be uniform on all sides of a building. Stone should be natural local limestone, ~~chosen for general uniformity of~~

~~size and laid horizontally with minimal joint size.~~

- d. Aside from buildings ~~in~~ **of unpainted** red clay brick or native limestone, exterior wall colors of contributing buildings are characteristically painted white or off-white, and occasionally light gray or light yellow. Exterior wall color is different from and contrasts with roof color. Trim is usually painted white or matches the accompanying dark roof color. Typically, only two or three colors, including roof color, are used on a building. In new construction, such colors and patterns should be used. **Naturally stained wood siding should not be used.**
 - e. ~~All b~~Building elevations ~~facing other public rights of way~~ should include the principal design features and materials used on the front of the building, so not to look like the ~~back~~**rear** of the building.
6. Windows and Doors
- a. Windows and doors of contributing buildings in Clarke County are most commonly arranged in symmetrical and orderly relationships. Windows and doors at entrance levels of such buildings are square or rectangular.
 - b. **The pattern and character of windows and doors on existing commercial buildings should be retained. Windows on new commercial buildings should include** ~~Such storefronts include~~ **with** large expanses of glass; **and** raised panels below the display windows; ~~and doors primarily of glass. Small windowpanes~~ **Windows with multiplesmall panes** are found primarily in residential buildings, not in commercial buildings, **and should not be used.** ~~New commercial construction should follow commercial patterns.~~
Doors on new commercial buildings should be primarily of glass. A structure's primary entrance should be off the front sidewalk, with additional entrances from parking lots to the side or rear of the structure as needed.
7. Structural Details
- Building elements of contributing **commercial** buildings in Clarke County were generally functional. **Structural details should be retained on existing buildings.** ~~Shutters were sized and hung to cover the associated windows. Shutters were not used for commercial storefront display windows.~~ Building elements in new construction should **also** ~~appear to~~ be functional. **Porches or awnings were typically added to many contributing commercial buildings and are encouraged. Shutters were not used for commercial storefront display windows and should not be used. Lighting was typically installed to serve the function of illuminating building entrances, walkways, driveways and/or parking. Light fixtures should be placed for a functional purpose and not installed for purely decorative reasons, such as above or within awnings.** When used, shutters on smaller windows should be sized to fit the windows, brackets should ~~appear to~~ support roof elements, porches and awnings should shelter doors and windows, etc. When used on more than one side, building details should not vary and should be applied consistently.

Clarke County Board of Supervisors

Recess and Reconvene at 7:00 pm at
John H. Enders Social Hall
9 South Buckmarsh Street, Berryville, VA

For

Cool Spring Battlefield Park
Presentation

by Paul Gilbert, Northern Virginia
Regional Park Authority

Proposed
Cool Spring Battlefield Regional Park
Operations and Facility Management Plan



Northern Virginia
Regional Park Authority

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Northern Virginia Regional Park Authority (NVRPA) Draft Operations and Facility Management Plan for the *Proposed Cool Spring Battlefield Regional Park*

Introduction

The Northern Virginia Regional Park Authority (NVRPA) has been operating some of the finest public park facilities in the country for more than 50 years. The Authority has extensive experience in the management of historically significant sites and the operation of both passive and active recreation public parks. Currently, the Northern Virginia Regional Park Authority preserves more than 11,000 acres of land throughout Northern Virginia, each with their own unique challenges and purpose. The Northern Virginia Regional Park Authority sees the addition of the Cool Spring Battlefield property into the NVRPA system as an opportunity to create a new and dynamic public space that offers both historic and natural interpretation along with a number of unique passive recreation options. Attached is a draft of the Operations and Facility Management Plan for the proposed Cool Spring Battlefield Regional Park. The intent of this plan is to provide the basic statement of policy and direction for the management of Cool Spring Battlefield Regional Park by the Northern Virginia Regional Park Authority. With the historic significance of Cool Spring and its proximity to the Shenandoah River, the Northern Virginia Regional Park Authority believes this proposed public park will quickly become a popular destination throughout the region.

Goals and Objectives for Natural and Cultural Resources

Development of the park as it relates to the existing natural and cultural resources will create the fundamental foundation for this public space moving forward. Each of the goals and objectives listed below represent the long-term intent of the Northern Virginia Regional Park Authority to manage a successful battlefield park. Methods used to achieve these will come in the form of budgeted capital and operating funds, seeking out potential grant funding, exploration of partnership opportunities and the development of a vibrant volunteer program.

Natural and Cultural Resources

- Placement of a conservation easement on the property, this easement will limit the amount and types of develop on the site preserving both the natural and cultural resources
- Manage the existing resources in such a way that the story of the battle is accurately told through tours, programming and exhibits
- Work to change the aesthetic appearance of the golf course, potentially maintaining a reasonable portion of the core battlefield as it would have appeared at the time of the battle in 1864
- Develop a complete interpretive plan for both natural and cultural resources with a focus on the use of technology to tell the story



Natural and Cultural Resources (Cont.)

- Work to minimize invasive plants, and replanting native species where appropriate
- Create a collection of objects either owned by or on loan to the park for public viewing
- Determine the appropriate use of the existing facilities to house collections or interpretive materials
- Develop guidelines and operational procedures for a potential reenactment event for 2014
- Determine if a comprehensive archaeological study is warranted
- Restore and enhance riparian buffers along the water
- Create where appropriate new and diverse habitat areas
- Identify areas of high sensitivity and protect as appropriate
- Provide quality outdoor interpretive programs
- Develop relationships with area school systems for annual field trip activities
- Work with local heritage organization
- Seek grant funding to expand interpretation of the site

Operations & Uses for Passive Recreation Options

While the main focus of this property will be as a battlefield park, there also exists the opportunity to provide the public with a number of unique passive recreation options. These uses will take into consideration the limitations and protection of the property and the available infrastructure already in place. Potable toilets will be available for use when the club house is not open.

- Creation of a trail network that will include both improved (paved/graveled) and natural surface trails. This network of trails would provide interpretive loop trails with signage and points of interest along the way, as well as exercise loops with defined distances and varied degrees of difficulty. This network will use parts of the existing cart path system and will accommodate walkers, runners and bicyclists both within the park and along the river. The installation of an equestrian loop is also planned
- Rental operations for kayaks and canoes
- Public boat launch operations: shore launch, carried craft only from existing beach area for the general public. Retreat residents will maintain their right to launch carried or trailered crafts from this same beach area. (no paved boat ramp) Retreat residents will also retain pedestrian access to the river.
- Use of the existing club house for a park office, small event rental space, office or community space or a visitor center. Portable restrooms will be made available if the club house building is closed
- Fishing both in the river and potentially in the existing ponds located on the golf course
- Family picnicking, using the existing shelter and additional picnic tables

Operations & Uses for Passive Recreation Options (Cont.)



- Special events such as:
 - Living history weekends
 - Scouting activities
 - Geo-caching and orienteering
 - A reenactment event, scale to be determined, of the 1864 battle
 - Paddle trips and tours for both natural and historic interpretation
 - Group and charity walks
 - Community events
 - Training space for local high school cross country

Park Management Staffing Structure

The goal in developing the park management staffing structure is to provide a level of coverage for the property during not only peak operating days but also during off peak times, evening and overnight hours. This will discourage improper behavior on park property and its potential effects on the surrounding communities. This will be achieved through the effective use of a combination of full-time and seasonal management staff. Full time management oversight will come from an offsite Park Manager or Site Supervisor already in the NVRPA system. This Manager or Site Supervisor will spend some period of time on property providing direction and oversight to the operations but will not be exclusively assigned to the site full time. To supplement the full time management oversight of the property, a structure of seasonal management personnel and the potential use of volunteer park hosts will be utilized. **This structure will provide consistent coverage of the property year round during both daylight and evening/overnight hours.** The following positions are proposed to support the park operations:

Offsite Full-Time Park Manager or Site Supervisor

- To provide complete management oversight of the property and direction to seasonal management staff

Seasonal Site Supervisor

- Hours allotted to provide coverage during daylight hours year round.
 - Responsibilities include: Management oversight of the property at the direction and supervision of the full-time offsite manager. Supplement the evening and overnight hours as needed. Maintenance responsibilities as needed

Park Ranger/Night Watch

- Hours dedicated to provide year round coverage after hours and overnight.
 - Responsibilities include: Assuming oversight of the property when the Seasonal Site Supervisor is not on site. Maintenance responsibilities as needed

Park Maintenance

- Hours allotted for 6 months of dedicated maintenance operations (peak season).
 - Responsibilities include: Basic upkeep of the site, such as mowing, litter pickup and facility maintenance



Park Management Staffing Structure (Cont.)

Park Attendant

- Attendant(s) hours to cover 6 months of operations (peak season).
 - Responsibilities include: Assisting management staff with daily operations

Volunteer Park Host

- Will live temporarily on site and provide basic park oversight in the absence of park management staff.
 - Responsibilities include: Assisting management staff, after hours park coverage and basic park maintenance.

Hours/Seasons of Operations

The park will remain open to the general public during daylight hours year round. The typical operating season for any organized, staffed park activities would be based on weather and consistent visitation during the months of April - November. Examples of seasonal activities would include boat rental operations, picnic shelter rentals and guided interpretive tours.

User Fees

At this time, entrance into the park itself is proposed to be free. Additional amenities and services such as rentals (picnic shelter, building space, boat rentals and special programs) may have a fee associated with their use. Fees and charges are established each fall for the following year and are approved by the NVRPA Board.

Park Access

The vehicular traffic within the park and on roads leading to the park is a serious concern with respect to the safety of both visitors and the surrounding community residents. Measures will be taken to ensure that park traffic is properly directed into and out of the park. Once inside the park, visitors will be informed of park boundaries through signage and other methods.

Traffic and Transportation

- NVRPA will work with VDOT to sign access to the park only via Parker Lane
- All printed and on-line materials created by NVRPA will only reference Parker Lane as the entrance road
- NVRPA will clearly sign exit routes to lead exiting visitors to Parker Lane

Park Entrance

- NVRPA will create a defined entrance to the park property. This entrance will provide the first point of control to limit access to the park when needed and discourage entry after hours. This will be done using posted signage or a gate system that would still allow access to the property by Retreat residents



Park Access (Cont.)

Park Boundaries

- NVRPA will clearly mark all park boundaries to discourage trespass onto private property by park visitors

Parker Lane and Shenandoah Retreat Roads

NVRPA will contribute the annual established road maintenance fee to the Shenandoah Retreat Land Corporation. In addition, in accord with the Shenandoah Retreat Land Corporation letter dated July 18, 2000 from then president Richard Small, responsibility for patching Parker Lane with anything other than gravel will be done by NVRPA as the owner of the former golf course property. NVRPA also commits to contract the initial repairs to Parker Lane in 2012, subject to the Cool Spring property transfer to NVRPA and Shenandoah Retreat Land Corporation approval.

Safety Issues and Concerns

NVRPA will work closely with local sheriff and fire officials to establish appropriate plans for the operation of a safe public park. These plans will include best practices with regard to emergencies within the park and on the water. Part of this process could include the creation of a safety audit program that would involve local officials, park staff, residents and user groups. This group would look at safety issues in the park and recommend improvements and also be involved in the design process of new features and development.

Fire Safety

- With an understanding of the potential fire risk to the Shenandoah Retreat, Cool Spring Battlefield Regional Park will have the following fire safety policies:
 - No brush burning will be done on site, unless it is coordinated with the Shenandoah Retreat and local fire officials. It may only be done in an area that is at least 250 feet from any wooded area, with park staff and fire suppression on hand
 - No regular overnight camping will be allowed. For any special event camping, fires will only be allowed in designated sites within metal fire rings. Such designated sites will not be within 250 feet of wooded areas. No special event camping with fires will be permitted during drought conditions
 - No prescribed burns will be permitted.

Maintenance Standards

NVRPA will establish a park maintenance manual for the park that ties together all elements of the park's maintenance needs. As part of this manual, a schedule of tasks and a calendar for completion of each task will be developed. Along with this, a system of replacement or repair will also be created.



Maintenance Standards (Cont.)

Initial areas of focus include:

- Proper inspection and repair of property septic systems and drain fields
- Determine the location of off-site septic systems located on park property and ensure that future development has no impact
- Gain a complete understanding of the existing wells and well systems
 - It is understood that one of the Retreat wells is on the golf course property next to the existing maintenance shop and an existing Retreat well is used to supply water to the current golf course maintenance shop with some restrictions on water usage. The well system that supplies the current club house is owned by the current golf course owners.
- Inspection of bridges and culverts throughout the property
- Inspection of internal systems (HVAC, Plumbing)
- Any existing safety hazards for park visitors
- Location of any underground holding tanks, such as heating oil or propane
- Complete electrical inspections of existing buildings
- Overall evaluation of existing structures
- Establishment of a litter and trash control system
- Complete general cleanup of site from previous owners

Capital Improvements Program (CIP)

Design and construction projects are implemented through NVRPA's Capital Improvement Program (CIP) in order to provide sufficient Regional Park lands and facilities to meet the growing needs of Northern Virginians. Typically, the CIP involves a five-year plan for development projects throughout the Regional Park system. Additional elements of the CIP include land acquisition, development of interpretive and educational displays, and providing park features to meet the needs of the disabled.

Citizen input from within the NVRPA's member jurisdictions regarding future development at all parks in the system is obtained through multiple public hearings. The hearings are completed prior to the adoption of a CIP. The conservation easement to be placed on the battlefield property will preclude the development of new permanent buildings.

Compliance with Law

The Northern Virginia Regional Park Authority requires full compliance with all federal, state and local laws and all regulations and orders of the Park Authority affecting events and activities at Cool Spring Battlefield Regional Park. Accordingly, no one may be excluded from participating in, nor denied the benefits of those activities and opportunities afforded by the park, or otherwise be subjected to discrimination because of a person's race, color, sex, religion or national origin. All programs and facilities at the park will provide reasonable accommodation for persons.



Rules and Regulations

Cool Spring Battlefield Regional Park will be governed by the official Park Authority Regulations and the Northern Virginia Regional Park Authority Rules (full copy available upon request). A violation of any of these regulations or rules is punishable as a Class 4 misdemeanor pursuant to the Code of Virginia §15.2-5705. Within these rules and regulations are provisions that address fire safety for the general public stating that: *No person shall start or use a fire within a park except in facilities provided or approved by the Park Authority for this purpose.* At this time NVRPA does not foresee that we would permit fires by the general public within the park.

Cool Spring Battlefield Regional Park will operate as a No Alcohol park which will be strictly enforced by staff and local law enforcement.

Modifications to the Plan

The *Cool Spring Battlefield Regional Park Operations and Facility Management Plan* is subject to review and fine tuning as park conditions and needs change with time and use. The Park Authority will continue to review and amend the plan to better serve public and community interests. Modifications of significance will only be made after consultation with Clarke County staff.





Northern Virginia Regional Park Authority

5400 Ox Road, Fairfax Station, VA 22039 | 703-352-5900 | Fax: 703-273-0905 | www.nvrpa.org

February 6, 2012

Michael Hobert
Chairman, Clarke County Board of Supervisors
101 Chalmers Court, Suite B
Berryville, VA 22611

Dear Chairman Hobert,

Thank you and the other Clarke County supervisors and staff for arranging the January 26th public meeting. It was a great turnout, and I think as a result of it we have a clearer picture of what the neighbors are interested in.

To address these issues, we are developing a detailed operational plan for the future Cool Spring Battlefield Park. This plan will address many of the issues raised in the public meeting including:

- Staffing
- Road Maintenance
- Litter
- Fire Safety
- River Access
- After hours usage
- Security of the site

We will address all of these issues and more in this one operational plan. We are working on the plan and would like to submit it to the County on February 16th. I would be happy to meet with the Board of Supervisors, or anyone else you suggest, as we continue to explore this exciting option.

Interestingly, the Virginia Department of Conservation and Recreation is soon to release the results of the Virginia Outdoor Survey that they conduct every 5 years. This survey reflects the number of households in Virginia that participate in various outdoor activities. The top four categories all fit well with the vision of a Cool Spring Battlefield Park.

Rank	Activity	Percentage
1	Walking for pleasure	82%
2	Visiting historic areas	62%
3	Visiting parks	51%
4	Visiting natural areas, preserves or refuges	50%

City of Alexandria
David M. Pritzker
Justin Wilson

Arlington County
Paul Ferguson
Michael A. Nardolilli

Fairfax County
Stella Koch
Jean R. Packard

City of Fairfax
Brian D. Knapp
Arthur F. Little

City of Falls Church
Barry D. Buschow
Jeffrey Tarbert

Loudoun County
Joan G. Rokus
Daniel M. Kaseman

All the best,

A handwritten signature in black ink, appearing to read "Paul Gilbert", written in a cursive style.

Paul Gilbert
Executive Director

copy: David Ash, County Administrator
Alison Teetor, Environmental Planner

Clarke County Conservation Easement Authority

540 955-5132 voice ♦ 540 955-4002 fax ♦ 101 Chalmers Court ♦ Berryville, Virginia 22611

February 8, 2012

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

RE: Letter of Support – Cool Spring Battlefield Park

Dear Mr. Hobert:

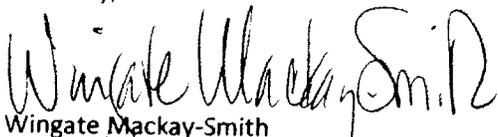
The Clarke County Conservation Easement Authority understands that the Board of Supervisors has been approached by the Northern Virginia Regional Park Authority (NVRPA) to consider acceptance and conversion of the Virginia National Golf Course property ("the Property") into a Battlefield Park by the Authority.

Further we understand that the Civil War Preservation Trust has a contract to purchase the 194 acre property, which is part of the Cool Spring Battlefield. The Civil War Trust is considering placing the entire property in conservation easement with the Department of Historic Resources. The property would then be donated to the NVRPA to create, administer, and promote a Battlefield Park commemorating the Battle of Cool Spring. The Park would include interpretive displays, walking trails and restoration that would return the property to the 1864 landscape. In order for the property to be part of the NVRPA, the County must join as a member, through adoption of a resolution, and agreement to an annual membership fee of \$65,000 (based on a per capita formula). The Civil War Trust purchase contract is contingent on the County's approval of membership in the NVRPA.

The County Comprehensive Plan and the Conservation Easement Authority's mission are to protect and promote the establishment of permanent open space in the County. This Property in particular has significant natural and historic resources as reflected by the property resource score of 76 out of 100; and placing a conservation easement on this Property would protect those resources and is in keeping with the goals of the Authority. Therefore the Easement Authority would consider, if asked by the Board of Supervisors, donating a portion of its annual appropriation, not to exceed \$25,000/year, in order to facilitate the membership of the County into the NVRPA.

Please contact me if I may provide any additional information regarding this endorsement.

Sincerely,



Wingate Mackay-Smith
Chair, Clarke County Conservation Easement Authority



RECEIVED FEB 10 2012

Shenandoah Retreat Land Corp.

256 Hemlock Lane
Bluemont VA 20135
Phone (540) 955-2268
FAX (540)-955-2493
Email srlc1965@comcast.net

February 10, 2012

Clerk of the Clarke County Board of Supervisors
101 Chalmers Court
Berryville, VA 22611

Dear Members of the Board of Supervisors,

Re: Proposed Cool Spring Battlefield Park

After much consideration, the Shenandoah Retreat Land Corporation (SRLC) Board of Directors has decided to oppose the proposed Cool Spring Battlefield Park that would be managed by the Northern Virginia Regional Park Authority (NVRPA).

The SRLC as a tax paying entity within the confines of the County of Clarke, responsible for the road and water systems within the Retreat and for maintaining the quality of life for its residents, respectfully submits the follow reasons for its opposition;

1. Surrender of unspecified decision making authority regarding important Retreat issues to an external entity, the NVRPA, with no mechanism as to how disputes might be settled.
2. Potential increase in county taxes to offset loss of golf course revenue and property taxes, together with the increase county expense due to the on-going membership fee required by NVRPA, currently proposed at \$65,000 annually.
3. Diminished property values due to loss of restricted river access and loss of golf course in exchange for an unsupervised public park.
4. Restricted river access used and maintained solely by the SRLC since 1984 being opened to the public.
5. Endangerment of our septic fields on golf course property.
6. Additional traffic necessitating increase in road maintenance costs.
7. Lack of resources for the enforcement of speed laws on SRLC roadways by park visitors.

1

February 10, 2012

8. Heightened threat of fire from legal and illegal fires in the park.
9. Increased risk of crime to our residents due to illegal activities in an unsupervised park.
10. Increased risk of trespassing on SRLC's private property.
11. Slower fire and police response due to increased service demands.

Furthermore, please be advised that the SRLC is considering the following actions should the proposed park become a reality.

- Gating the roads to control through traffic
- Removing park access to SRLC water supply

We appreciate the opportunity to express and reiterate our major concerns.

Sincerely,



Scott R. Kreider, President
Shenandoah Retreat Land Corporation

Clarke County

HISTORIC PRESERVATION COMMISSION



2012 February 13

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

At its January 24th meeting, the Clarke County Historic Preservation Commission voted unanimously to encourage the preservation of the Cool Spring Battlefield located on the east side of the Shenandoah River. In point of fact, in 1995 the Historic Preservation Commission worked to insure the listing of the Cool Spring Battlefield to the National Register of Historic Places.

The Commission appreciates the opportunity to support this important project that will serve to protect and promote the historic resources of Clarke County.



John K. Bieschke
Chair

**Town/County Government Center
101 Chalmers Court
Berryville, VA 22611**

**www.clarkecounty.gov
540-955-5132**

Clarke County Board of Supervisors

Adjournment

Clarke County Board of Supervisors

Monthly Reports:

1. Building Department
2. Commissioner of the Revenue
3. Cooperative Extension – 4-H
4. Virginia Regional Transport

**COUNTY OF CLARKE
BUILDING PERMIT REPORT
FOR THE MONTH ENDING:1-31-2012**

RECEIVED FEB 10 2012

Page: 1

NEW RESIDENTIAL

SINGLE FAMILY STRUCTURES

Owner/Contractor Location	Description	Est Cost
TROTTER, DAVID T & SANDRA M/CARPENTER BEACH CONSTRUCTION 18411 BLUE RIDGE MOUNTAIN ROA	2sty DWELLING + ELEC + MECH +	431,000
	SUBTOTAL:	1 431,000
	TOTAL:	1 431,000

RESIDENTIAL RENOVATIONS

Owner/Contractor Location	Description	Est Cost
DOWLING, THOMAS E/SELF CONTRACTOR 1167 SHENANDOAH RIVER LANE 2	REMODEL PORCH INTO SUNRM W/ 1/	20,000
JOHNSON, JOSHUA & EMILY W/BUILDING DIAGNOSTICS, INC 2 WEST SHARON DRIVE 22620	ENCLOSE EXST CARPORT INTO ATTA	12,000
	TOTAL:	2 32,000

NEW COMMERCIAL STRUCTURES

Owner/Contractor Location	Description	Est Cost
CATHOLIC DIOCESE OF ARLINGT/CALDWELL & SANTMYER, INC 1020 WEST MAIN STREET 226	1sty SOCIAL HALL @ ST BRIDGET'	1,684,000
	TOTAL:	1 1,684,000

COMMERCIAL RENOVATIONS

Owner/Contractor Location	Description	Est Cost
BOARD OF SUPERVISORS/MINGHINI'S GENERAL CONTRACTO 225 AL SMITH CIRCLE 2261	2 ADDITIONS FOR SENIOR CENTER	1,023,000
	TOTAL:	1 1,023,000

**COUNTY OF CLARKE
BUILDING PERMIT REPORT
FOR THE MONTH ENDING:1-31-2012**

MISC BUILDING PERMITS

<u>Owner/Contractor</u>	<u>Description</u>	<u>Est Cost</u>
BROY, ROBERT EUGENE & SUE A/SELF CONTRACTOR	DETACHED GARAGE (24' x 24')	18,000
MEIER, WILLIAM G & KEVIN R/SELF CONTRACTOR	REAR DECK (12' x 14')	3,000
HODGE, SHARON ROSE/SAMS, DELBERT GORDON	MASONRY FIREPLACE & CHIMNEY	3,000
MYER, PHILIP T & PENELOPE L/SELF CONTRACTOR	POOL HOUSE + ELEC + PLBG	8,000
MYER, PHILIP T & PENELOPE L/SELF CONTRACTOR	RENEWAL PERMIT-IN-GRD POOL + E	0
MYER, PHILIP T & PENELOPE L/SELF CONTRACTOR	RENEWAL PER-ATT GAR+ENCL BREEZ	0
COALSON, DOLLY % PEARSON, H/SELF CONTRACTOR	RENEWAL PERMIT-REMODEL APT #2	0
	TOTAL:	7 32,000

DEMOLITIONS

<u>Owner/Contractor</u>	<u>Location</u>	<u>Est Cost</u>
GIBSON, BETTY FOWLER/SELF CONTRACTOR	1639 FROGTOWN ROAD 20135	17,600
TAYLOR, L JEROME JR & JOHN/SELF CONTRACTOR	WHITE POST ROAD 22663	0
	TOTAL:	2 17,600

Total # of Building Permits Issued: 14
Total Estimated Cost: 3,219,600
Total Revenue Collected: 19,906.62

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

Electrical: 18
 Mechanical: 15
 Plumbing: 5
 Fire Prot.: 5

COUNTY OF CLARKE

RECAP BY PROJECT TYPE FOR THE MONTH ENDING: 1-31-2012

Page: 1

<u>Project Description</u>	<u>#</u>	<u>VALUE</u>
ADDITION GOVERNMENT	1	1,023,000
ADD/REM RESIDENCE SINGLE GARA	1	12,000
DECK/PORCH	1	3,000
DEMOLITION OF BUILDING	2	17,600
ELECTRIC PERMITS	18	0
FIREPLACE/CHIMNEY	1	3,000
FIRE PROTECTION PERMIT	1	0
MECHANICAL PERMITS	15	0
NEW RECREATIONAL FACILITY	1	1,684,000
NEW RESIDENCE SINGLE FAMILY	1	431,000
NEW SINGLE FAMILY GARAGE	1	18,000
PLUMBING PERMITS	5	0
POOL HOUSE	1	8,000
RENEWAL PERMIT	3	0
REMODEL-MINIMUM FEE (RES)	1	20,000
=====		
TOTALS:	53	3,219,600
=====		

RECAP BY DISTRICT FOR THE MONTH ENDING: 1-31-2012

<u>Name</u>	<u>#</u>	<u>VALUE</u>
GREENWAY DISTRICT	9	23,000
CHAPEL DISTRICT	6	17,600
BATTLETOWN DISTRICT	12	2,136,000
LONGMARSH DISTRICT	10	1,031,000
BERRYVILLE DISTRICT	14	0
BOYCE DISTRICT	2	12,000
=====		
TOTALS:	53	3,219,600
=====		

INSPECTIONS REPORT FOR THE MONTH ENDING: 1-31-2012

<u>Inspection Type</u>	<u>#</u>
Building:	61
Electrical:	50
Mechanical:	25
Plumbing:	16
Fire Protection:	3
=====	
TOTALS:	155
=====	

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
Sunday	1/1/2012				0						0			0		
Monday	1/2/2012				0						0			0		
Tuesday	1/3/2012	4	4	8	8	2	3	2			7	102406	102430	24	16.5	
Wednesday	1/4/2012	4	4	8	8	2	1				3	102430	102463	33		
Thursday	1/5/2012	4	4	8	8	2	2				4	102463	102493	30		
Friday	1/6/2012	4	4	8	8	1	1		2		3	102493	102495	2		
Saturday	1/7/2012				0						0			0		
Sunday	1/8/2012				0						0			0		
Monday	1/9/2012	4	4	8	8	9	4		1		14	102495	102538	43		
Tuesday	1/10/2012				0						0			0		
Wednesday	1/11/2012	4	4	8	8	1	4	1			7	102584	102607	23		
Thursday	1/12/2012	4	4	8	8	2	2	1			6	102607	102662	55		
Friday	1/13/2012				0						0			0		
Saturday	1/14/2012				0						0			0		
Sunday	1/15/2012				0						0			0		
Monday	1/16/2012				0						0			0		
Tuesday	1/17/2012	4	4	8	8	2	2		1		5	102662	102681	19		
Wednesday	1/18/2012	4	4	8	8	3	5		2		10	102681	102708	27	17	
Thursday	1/19/2012	4	4	8	8	3	3		2		6	102708	102765	57		
Friday	1/20/2012	4	4	8	8	3	1		1		5	102765	102779	14		
Saturday	1/21/2012				0						0			0		
Sunday	1/22/2012				0						0			0		
Monday	1/23/2012	4	4	8	8	3	2		1		7	102779	102792	13		
Tuesday	1/24/2012	4	4	8	8	2	1				3	102792	102814	22		
Wednesday	1/25/2012	4	4	8	8	4	4	3	1		13	102814	102865	51		
Thursday	1/26/2012	4	4	8	8	8	4		2		3	102865	102902	37		
Friday	1/27/2012	4	4	8	8	2	3				7	102902	102931	29		
Saturday	1/28/2012				0						0			0		
Sunday	1/29/2012				0						0			0		
Monday	1/30/2012	4	4	8	8	1	2	1			5	102931	102970	39		
Tuesday	1/31/2012	4	4	8	8	1	2		1		4	102970	103040	70		
TOTALS		72	72	144	144	42	39	7	7	15	2	112		588	33.5	

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
Sunday	1/1/2012			0							0			0		
Monday	1/2/2012			0							0			0		
Tuesday	1/3/2012			0							0			0		
Wednesday	1/4/2012			0							0			0		
Thursday	1/5/2012			0							0			0		
Friday	1/6/2012			0							0			0		
Saturday	1/7/2012			0							0			0		
Sunday	1/8/2012			0							0			0		
Monday	1/9/2012			0							0			0		
Tuesday	1/10/2012			0							0			0		
Wednesday	1/11/2012			0							0			0		
Thursday	1/12/2012			0							0			0		
Friday	1/13/2012			0							0			0		
Saturday	1/14/2012			0							0			0		
Sunday	1/15/2012			0							0			0		
Monday	1/16/2012			0							0			0		
Tuesday	1/17/2012			0							0			0		
Wednesday	1/18/2012			0							0			0		
Thursday	1/19/2012			0							0			0		
Friday	1/20/2012			0							0			0		
Saturday	1/21/2012			0							0			0		
Sunday	1/22/2012			0							0			0		
Monday	1/23/2012			0							0			0		
Tuesday	1/24/2012			0							0			0		
Wednesday	1/25/2012			0							0			0		
Thursday	1/26/2012			0							0			0		
Friday	1/27/2012			0							0			0		
Saturday	1/28/2012			0							0			0		
Sunday	1/29/2012			0							0			0		
Monday	1/30/2012			0							0			0		
Tuesday	1/31/2012			0							0			0		
TOTALS		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

COUNTY OF CLARKE, VA
 NEW SINGLE FAMILY DWELLINGS
 2012

	Battletown	Berryville	Boyce	Chapel	Greenway	Longmarsh	TOTAL	COMMENTS
January	1	0	0	0	0	0	1	
February							0	
March							0	
April							0	
May							0	
June							0	
July							0	
August							0	
September							0	
October							0	
November							0	
December							0	
TOTAL	1	0	0	0	0	0	1	

COUNTY OF CLARKE CIRCUIT COURT
MONTH END DEEDS OF PARTITION AND CONVEYANCE
LOCAL TAXATION DEPARTMENT
COUNTY
FOR JANUARY, 2012

RECORDED	INSTRUMENT	GRANTOR	(X)	GRANTEE/ADDRESS	(X)	CONSIDERATION	TYPE	PERCENT
01/04/12	12-4	PAUL R HOWELL RECORDED TIME: 11:10 DESCRIPTION 1: EASEMENT, TOWN OF BERRYVILLE DATE OF DEED : 00/00/00 BOOK: 542 PAGE: NUMBER PAGES : 0	N	WASHINGTON GAS LIGHT COMPANY N/A	N	.00	DE	100%
01/04/12	12-5	TOWN OF BERRYVILLE RECORDED TIME: 11:11 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 00/00/00 BOOK: 542 PAGE: NUMBER PAGES : 0	N	WASHINGTON GAS LIGHT COMPANY N/A EASEMENT	N	.00	DE	100%
01/04/12	12-6	WILLIAM & BELINDA POSTON RECORDED TIME: 11:12 DESCRIPTION 1: EASEMENT, TOWN OF BERRYVILLE DATE OF DEED : 00/00/00 BOOK: 542 PAGE: NUMBER PAGES : 0	N	WASHINGTON GAS LIGHT COMPANY N/A	N	.00	DE	100%
01/04/12	12-16	WILLIAM H & MARY W MAGUIRE RECORDED TIME: 12:45 DESCRIPTION 1: LOTS 11 & 12 DATE OF DEED : 12/28/11 BOOK: 542 PAGE: NUMBER PAGES : 0	N	DAVID BIERLEIN 132 ROSEMONT CIRCLE BERRYVILLE, VA. ROSEMONT CIRCLE - TOWN, BERRYVILLE	N	289,900.00	DBS	100%
01/06/12	12-34	NORMAN N TOLKAN, TR OF NORMAN N RECORDED TIME: 01:40 DESCRIPTION 1: 25.769 ACRES - BATTLETOWN DIST DATE OF DEED : 11/20/11 BOOK: 542 PAGE: NUMBER PAGES : 0	Y	NNT LLC 4530 CATHEDRAL AVE., NW WASHINGTON, DC. 20016	Y	.00	DBS	100%
01/06/12	12-23	MICHAEL WARE, ETUX RECORDED TIME: 09:00 DESCRIPTION 1: GREENWAY DISTRICT DATE OF DEED : 12/23/11 BOOK: 542 PAGE: NUMBER PAGES : 0	N	MICHAEL WARE, ETUX 3504 REDWOOD COURT FAIEFAX, VA. 22030	N	.00	DG	100%
01/06/12	12-24	SCHOOL BOARD OF CLARKE COUNTY RECORDED TIME: 09:35 DESCRIPTION 1: TOWN OF BERRYVILLE DATE OF DEED : 00/00/00 BOOK: 542 PAGE: NUMBER PAGES : 0	N	RAPPAHANNOCK ELECTRIC COOPERAT N/A	N	.00	DE	100%
01/06/12	12-25	COUNTY SCHOOL BOARD OF CLARKE RECORDED TIME: 09:36 DESCRIPTION 1: EASEMENT, LONGMARSH DISTRICT DATE OF DEED : 00/00/00 BOOK: 542 PAGE: NUMBER PAGES : 0	N	RAPPAHANNOCK ELECTRIC COOPERAT N/A	N	.00	DE	100%

336,600
W/INTV

COUNTY OF CLARKE CIRCUIT COURT
MONTH END DEEDS OF PARTITION AND CONVEYANCE
LOCAL TAXATION DEPARTMENT
COUNTY
FOR JANUARY, 2012

RECORDED	INSTRUMENT	GRANTOR	(X)	GRANTEE/ADDRESS	(X)	CONSIDERATION	TYPE	PERCENT
01/06/12	12-26	WESTWOOD FARM INC	N	RAPPAHANNOCK ELECTRIC COOPERAT N/A	N	.00	DE	100%
		RECORDED TIME: 09:37						
		DESCRIPTION 1: EASEMENT, LONGMARSH DISTRICT						
		DATE OF DEED : 00/00/00	BOOK: 542	PAGE: 108	MAP: 13-A-70		PIN:	
		NUMBER PAGES : 0						
01/09/12	12-47	SAMUEL I WHITE, TR FOR ARTHUR M	N	SECR OF HOUSING & U RBAN DEVEL 100 PENN SQ E PHILADELPHIA, PA. 19107	Y	172,792.00	DBS	100%
		RECORDED TIME: 03:00						
		DESCRIPTION 1: LOTS 17 & 18, SHEN. FARMS, SECTION A						
		DATE OF DEED : 09/20/11	BOOK: 542	PAGE: 182	MAP: 37-A2-1-17,18		PIN: (F)	
		NUMBER PAGES : 0						
								75K VACANT -> W/imp 210,000
01/09/12	3841	MARTHA J MATHERS, DECEASED	N/A	N/A	N/A	.00	REA	00%
		RECORDED TIME: 15:07						
		DESCRIPTION 1: LOT 65, BL. LD, SECT. 1 - SHEN. RET						
		DATE OF DEED : 01/09/12	BOOK: 90	PAGE: 185	MAP: 17-A1-8-65		PIN: D/B 51 PG 51	
		NUMBER PAGES : 0						
01/10/12	12-51	J C DIGGES & SONS INC	N	SUSAN M DIGGES 1807 WHITE POST ROAD WHITE POST, VA. 22663	N	110,799.20	DBS	100%
		RECORDED TIME: 12:06						
		DESCRIPTION 1: GREENWAY DISTRICT, 18.1766 ACRES						
		DATE OF DEED : 01/10/12	BOOK: 542	PAGE: 216	MAP: 36-A-1		PIN: Family Sale	
		NUMBER PAGES : 0						359K W/imp V
01/10/12	12-54	J C DIGGES & SONS INC	N	DIGGES FARM LLC 1807 WHITE POST ROAD WHITE POST, VA. 22663	N	166,198.80	DBS	100%
		RECORDED TIME: 12:09						
		DESCRIPTION 1: GREENWAY DISTRICT, 35.1781 ACRES						
		DATE OF DEED : 01/10/12	BOOK: 542	PAGE: 230	MAP: 28-A-48		PIN: Family Sale	
		NUMBER PAGES : 0						528,200 W/imp V
01/11/12	12-57	SECRETARY OF HOUSING AND URBAN	Y	JOSEPH ALLEN & LISA M ICHELLE 629 QUARRY RD BERRYVILLE, VA. 22611	N	187,000.00	DBS	100%
		RECORDED TIME: 01:00						
		DESCRIPTION 1: 2.4170 ACRES						
		DATE OF DEED : 01/09/12	BOOK: 542	PAGE: 244	MAP:		PIN: (F)	
		NUMBER PAGES : 0						236,600 W/imp V
01/11/12	12-62	MICHAEL & CATHERINE STARK	N	JENNIFER MAURA NELMS OWEN 751 LAUREL WOOD LANE BERRYVILLE, VA. 22611	N	455,000.00	DBS	100%
		RECORDED TIME: 02:31						
		DESCRIPTION 1: LONGMARSH DISTRICT, TRACT 2, 14.468 ACRES						
		DATE OF DEED : 01/10/12	BOOK: 542	PAGE: 279	MAP: 7-11-2		PIN:	
		NUMBER PAGES : 0						500,600 W/imp V
01/11/12	12-55	RANDALL SHANE LITTLETON & PENN	N	ROGER W & AMANDA J TAPSCOTT 322 PINE GROVE RD BLUEMONT, VA. 20135	N	199,000.00	DBS	100%
		RECORDED TIME: 10:00						
		DESCRIPTION 1: LOTS 13,14,14A-LONGERBEAM SUBD						
		DATE OF DEED : 01/06/12	BOOK: 542	PAGE: 232	MAP: 26A-1-13		PIN: WR/S (F)	
		NUMBER PAGES : 0						332,800

COUNTY OF CLARKE CIRCUIT COURT
MONTH END DEEDS OF PARTITION AND CONVEYANCE
LOCAL TAXATION DEPARTMENT
COUNTY
FOR JANUARY, 2012

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
01/17/12 ✓	12-90	GILL ENTERPRISES LLC RECORDED TIME: 01:30 DESCRIPTION 1: LOTS 2 & 3 - RT 340 DATE OF DEED : 01/17/12 BOOK: 542 PAGE: 427 MAP: 8-1-2 NUMBER PAGES : 0	N D & B MANAGEMENT SERVICES LLC N 3355 LORD FAIRFAX HWY BERRYVILLE, VA. BATTLETOWN DIST PIN:	600,000 5,620-00	DBS	100% 562K w/impv
01/17/12 ✓	12-95	SHELDON & JULIE HASSING RECORDED TIME: 02:10 DESCRIPTION 1: BATTLETOWN DISTRICT, 21.3917 ACRES DATE OF DEED : 01/11/12 BOOK: 542 PAGE: 437 MAP: 16-A-1C NUMBER PAGES : 0	N WILLIAM & NANCY FRITZ, JR N 2344 WICKLIFFE ROAD BERRYVILLE, VA. 22611 W/RS PIN:	722,000.00	DBS	100% 722K w/impv
01/17/12 ✓	12-78	RECON TRUST COMPANY (SCOTT WIL RECORDED TIME: 11:50 DESCRIPTION 1: TOWN OF BERRYVILLE, LOT 156 HERMITAGE PHASE 4A DATE OF DEED : 12/12/11 BOOK: 542 PAGE: 360 MAP: 14A8-4-156 NUMBER PAGES : 0	N FFC PROPERTIES LLC N 17090 QUAIL CREEK CIRCLE HAMILTON, VA. 20158 PIN: (F)	286,000.00	DTF	100% 388,100 w/impv
01/17/12 ✓	12-81	ALAN POE LLOYD RECORDED TIME: 12:15 DESCRIPTION 1: CHAPEL DISTRICT DATE OF DEED : 00/00/00 BOOK: 10 PAGE: 67 MAP: 31-A-16 NUMBER PAGES : 0	N ALAN POE LLOYD N N/A PIN:	.00	OPM	100%
01/17/12 ✓	12-83	ALLEN POE & FRANCIS LEON LLOYD N RECORDED TIME: 12:17 DESCRIPTION 1: 22.5140 - CHAPEL DIST DATE OF DEED : 01/17/12 BOOK: 542 PAGE: 406 MAP: 32-A-29;31-A-16 NUMBER PAGES : 0	N ROBERT S & SARA J PHELAN N 13600 SHELTER LN HAYMARKET, VA. 20169 PIN:	595,000.00	DBS	100% 374,200 w/impv vac 602K
01/18/12 ✓	12-109	MELANIE O GATHER, SUCCESSOR TR N RECORDED TIME: 03:35 DESCRIPTION 1: CHAPEL DISTRICT, 3.92 ACRES DATE OF DEED : 01/07/12 BOOK: 542 PAGE: 528 MAP: 32-A-46 NUMBER PAGES : 0	N AARON & LINDSAY JACOBS N 2142 FROGTOWN ROAD BLUEMONT, VA. 20135 PIN:	330,000.00	DBS	100% 403K w/impv
01/18/12 ✓	12-110	DALLAS & BESSIE LINKOUS RECORDED TIME: 03:37 DESCRIPTION 1: TOWN OF BERRYVILLE, HERMITAGE, LOT 17 DATE OF DEED : 01/18/12 BOOK: 542 PAGE: 544 MAP: 14A8-1-17 NUMBER PAGES : 0	N RICHARD & CHARLOTTE BUE N 301 HENDERSON COURT BERRYVILLE, VA. 22611 PIN:	322,500.00	DBS	100% 332,800 w/impv
01/18/12	12-102	SCHOOL BOARD OF CLARKE COUNTY RECORDED TIME: 11:02 DESCRIPTION 1: EASEMENT, TOWN OF BERRYVILLE/LONGMARSH DIST DATE OF DEED : 00/00/00 BOOK: 542 PAGE: 488 MAP: 14-A-7A NUMBER PAGES : 0	N WASHINGTON GAS LIGHT COMPANY N N/A PIN:	.00	DE	100%

COUNTY OF CLARKE CIRCUIT COURT
 MONTH END DEEDS OF PARTITION AND CONVEYANCE
 LOCAL TAXATION DEPARTMENT
 COUNTY
 FOR JANUARY, 2012

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
01/18/12 ✓	12-103	ANNE S MCDONALD	N ANNE S MCDONALD, LLC-1 5 FORT WILLIAMS PARKWAY ALEXANDRIA, VA. 22304 DESCRIPTION 1: GREENWAY DISTRICT, LOT 2, 1.0557 ACRES GREENWAY VISTA ESTATES DATE OF DEED : 01/18/12 BOOK: 542 PAGE: 496 MAP: 28-7-2 NUMBER PAGES : 0	N .00	DBS	100%
01/18/12 ✓	12-105	TERESA A HAGAMAN-GENTRY	N JUDITH M MISKELLY 11 CIRCLE DRIVE BERRYVILLE, VA. 22611 DESCRIPTION 1: TOWN OF BERRYVILLE, LOT 24 DATE OF DEED : 00/00/00 BOOK: 542 PAGE: 509 MAP: 14A2-2-24 NUMBER PAGES : 0	N 157,000.00	DBS	100% <i>236,700 w/impv</i>
01/18/12 ✓	3847	EUGENE H MURRAY, DECEASED	N/A N/A DESCRIPTION 1: PROPERTY WR/S LOT A-1 - OLD CHAPEL SUBD D/B 411 PAGE 620 DATE OF DEED : 01/18/12 BOOK: 90 PAGE: 235 MAP: 22-2-A NUMBER PAGES : 0	.00	PROBATE	00%
01/19/12 ✓	12-114	JAMES W GRIM ET AL	N JAMES W GRIM & CALLI C GRIM 181 MOUNTAINEER LANE BLUEMONT, VA. 20135 DESCRIPTION 1: BATTLETOWN DISTRICT DATE OF DEED : 01/06/12 BOOK: 542 PAGE: 575 MAP: 25A-29F NUMBER PAGES : 0	N .00	DG	100%
01/20/12 ✓	12-116	PATRICIA A JOHNSTON	N JOSEPH A BULLOCK 831 A S KING ST SW LEESBURG, . DESCRIPTION 1: BATTLETOWN DISTRICT LOT 116, BLOCK 2-H UNIT 2 DATE OF DEED : 01/19/12 BOOK: 542 PAGE: 595 MAP: 17A222-116 NUMBER PAGES : 0	N 4,000.00	DBS	100% <i>VAC 4K</i>
01/23/12 ✓	12-122	SUSAN M CARDWELL, EXECTOR OF LO	N SUSAN M CARDWELL, ET AL 2213 YOUNGS DRIVE HATMARKET, VA. 20169 DESCRIPTION 1: BATTLETOWN DISTRICT, LOT 48, BLOCK 7 UNIT 1 DATE OF DEED : 01/17/12 BOOK: 542 PAGE: 605 MAP: NUMBER PAGES : 0	N .00	DODS	100%
01/23/12 ✓	12-125	SALLY MACALLASTER REVOCABLE TR	N CHERI MARTINEZ, PATRICK SULLIV N 268 ANNAMARIA LANE FRONT ROYAL, VA. 22630 DESCRIPTION 1: GREENWAY DISTRICT, LOT 68 DATE OF DEED : 01/19/12 BOOK: 542 PAGE: 609 MAP: 37A4-2-68 NUMBER PAGES : 0	N 30,000.00	DBS	100% <i>51,400 VAC</i>
01/24/12 ✓	12-139	RUSSELL & CANDICE MURPHY	N CATHERINE E FARMER 3 EAST HUNTINGDON LANE BOYCE, VA. 22620 DESCRIPTION 1: TOWN OF BOYCE DATE OF DEED : 01/24/12 BOOK: 542 PAGE: 645 MAP: 21A2-A-52A NUMBER PAGES : 0	N 85,000.00	DBS	100% <i>162,400 w/impv</i>

COUNTY OF CLARKE CIRCUIT COURT
 MONTH END DEEDS OF PARTITION AND CONVEYANCE
 LOCAL TAXATION DEPARTMENT
 COUNTY
 FOR JANUARY, 2012

RECORDED	INSTRUMENT	GRANTOR	(X)	GRANTEE/ADDRESS	(X)	CONSIDERATION	TYPE	PERCENT
01/24/12 ✓	12-137	JENNIFER FANNING & KATHERINE D	N	JENNIFER D FANNING 559 WESTMORELAND ROAD DAYTONA BEACH, FL. 32116	N	.00	DG	100%
		RECORDED TIME: 12:20						
		DESCRIPTION 1: TOWN OF BERRYVILLE, TREADWELL ST						
		DATE OF DEED : 01/24/12	BOOK: 542	PAGE: 628	MAP: 14A1-A-79		PIN:	
		NUMBER PAGES : 0						
01/25/12 ✓	12-144	E SCOTT SMALLEY, SPECIAL COMMI	N	RICHARD E WELLS 7453 STRAWBERRY MOUNTAIN ROAD WISE, VA. 24293	N	.00	DSC	100%
		RECORDED TIME: 02:26						
		DESCRIPTION 1: BATTLETOWN DISTRICT, LOT 7, ROSE HILL FARM						
		DATE OF DEED : 01/25/12	BOOK: 542	PAGE: 665	MAP: 24-A-26G		PIN:	
		NUMBER PAGES : 0						
01/26/12	12-154	J WYMER	N	PAUL R HOWELL N/A	N	.00	DE	100%
		RECORDED TIME: 03:30						
		DESCRIPTION 1: 233,PG 247						
		DATE OF DEED : 00/00/00	BOOK: 542	PAGE: 700	MAP: 14-A-5		PIN:	
		NUMBER PAGES : 0						
01/26/12	12-155	J WYMER	N	WILLIAM A BELINDA D POSTON N/A	N	.00	DE	100%
		RECORDED TIME: 03:32						
		DESCRIPTION 1: LONGMARSH DISTRICT						
		DATE OF DEED : 00/00/00	BOOK: 542	PAGE: 701	MAP: 14-A-4		PIN:	
		NUMBER PAGES : 0						
01/26/12	12-156	J WYMER	N	WESTWOOD FARM CO-OP N/A	N	.00	DE	100%
		RECORDED TIME: 03:34						
		DESCRIPTION 1: LONGMARSH						
		DATE OF DEED : 00/00/00	BOOK: 542	PAGE: 702	MAP: 13-A-70		PIN:	
		NUMBER PAGES : 0						
01/26/12	12-157	J WYMER	N	COUNTY SCHOOL BOARD OF CLARKE N/A	N	.00	DE	100%
		RECORDED TIME: 03:36						
		DESCRIPTION 1: LONGMARSH						
		DATE OF DEED : 00/00/00	BOOK: 542	PAGE: 703	MAP: 13-A-61		PIN:	
		NUMBER PAGES : 0						
01/26/12	12-158	JWYMER	N	SCHOOL BOARD OF CLARKE COUNTY, N/A	N	.00	DE	100%
		RECORDED TIME: 03:38						
		DESCRIPTION 1: LONGMARSH DISTRICT						
		DATE OF DEED : 00/00/00	BOOK: 542	PAGE: 704	MAP: 14-A-7A		PIN:	
		NUMBER PAGES : 0						
01/26/12	12-159	J WYMER	N	TOWN OF BERRYVILLE N/A	N	.00	DE	100%
		RECORDED TIME: 03:40						
		DESCRIPTION 1: LONGMARSH DISTRICT BK 17, PG 166						
		DATE OF DEED : 00/00/00	BOOK: 542	PAGE: 705	MAP: 14-A-6		PIN:	
		NUMBER PAGES : 0						

COUNTY OF CLARKE CIRCUIT COURT
 MONTH END DEEDS OF PARTITION AND CONVEYANCE
 LOCAL TAXATION DEPARTMENT
 COUNTY
 FOR JANUARY, 2012

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
01/26/12	12-146	TEINA C WRIGHT	N BRANDON KEITH WRIGHT 701 WHITLOCK AVE, K-47 MARIETTA, . 30064	N .00	DQC	100%
		RECORDED TIME: 11:35				
		DESCRIPTION 1: BATTLETOWN DISTIST, LOT NO. 6, BLOCK NO. 1 UNIT NO. 1				
		DATE OF DEED : 12/16/11 BOOK: 542 PAGE: 670 MAP:				PIN:
		NUMBER PAGES : 0				
01/26/12	12-147	TEINA C WRIGHT	N BRANDON KEITH WRIGHT 701 WHITLOCK AVE, K-47 MARIETTA, . 30064	N .00	DQC	100%
		RECORDED TIME: 11:37				
		DESCRIPTION 1: LOT NO 48, BLOCK NO 4, UNIT NO 1 BATTLETOWN DISTRICT				
		DATE OF DEED : 00/00/00 BOOK: 542 PAGE: 672 MAP:				PIN:
		NUMBER PAGES : 0				
01/26/12	3849	HARRY LEE ARNOLD, DECEASED	N/A	.00	PROBATE	00%
		RECORDED TIME: 14:03	N/A			
		DESCRIPTION 1: PROBATE WILL				
		DATE OF DEED : 01/26/12 BOOK: 90 PAGE: 283 MAP: 14-A4-A-68				PIN:
		NUMBER PAGES : 0				
01/27/12	12-166	WILLIAM A & BELINDA D POSTON	N RAPPAHANNOCK ELECTRIC CO-OP N/A	N .00	DE	100%
		RECORDED TIME: 03:15				
		DESCRIPTION 1: BK 320, PG 719				
		DATE OF DEED : 00/00/00 BOOK: 542 PAGE: 729 MAP:				PIN:
		NUMBER PAGES : 0				
01/27/12	12-160	DANIEL W & ASHLEY L EDWARDS,	N DANIEL W & ASHLEY L EDWARDS 204 JACKSON DRIVE BERRYVILLE, VA. 22611	N .00	DG	100%
		RECORDED TIME: 09:05				
		DESCRIPTION 1: TOWN OF BERRYVILLE, LOT 22, CONT. 15,143 SQ. FT.				
		DATE OF DEED : 01/25/12 BOOK: 542 PAGE: 706 MAP: 14A7-7-22				PIN:
		NUMBER PAGES : 0				
01/30/12	12-172	COUNTY SCHOOL BOARD OF CLARKE	N VERIZON VIRGINIA N/A	N .00	DE	100%
		RECORDED TIME: 02:12				
		DESCRIPTION 1: LONGMARSH DISTRICT				
		DATE OF DEED : 00/00/00 BOOK: 542 PAGE: 768 MAP: 13-A-61				PIN:
		NUMBER PAGES : 0				
01/30/12	12-173	SCHOOL BOARD OF CLARKE COUNTY	N VERZION VIRGINIA INC N/A	N .00	DE	100%
		RECORDED TIME: 02:14				
		DESCRIPTION 1: TOWM OF BERRYVILLE				
		DATE OF DEED : 00/00/00 BOOK: 542 PAGE: 772 MAP: 14-A-7A				PIN:
		NUMBER PAGES : 0				
01/30/12	12-174	WESTWOOD FARM INC	N VERIZON VIRGINIA N/A	N .00	DE	100%
		RECORDED TIME: 02:16				
		DESCRIPTION 1: LONGMARSH DISTRICT				
		DATE OF DEED : 00/00/00 BOOK: 542 PAGE: 779 MAP: 13-A-70				PIN:
		NUMBER PAGES : 0				

COUNTY OF CLARKE CIRCUIT COURT
MONTH END DEEDS OF PARTITION AND CONVEYANCE
LOCAL TAXATION DEPARTMENT
COUNTY
FOR JANUARY, 2012

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
01/31/12 ✓	12-192	GOODWALD, JOSEPH P RECORDED TIME: 03:50 DESCRIPTION 1: LOTS 48,49 - LOT 2K, SHEN. RETREAT DATE OF DEED : 01/26/12 BOOK: 542 PAGE: 880 NUMBER PAGES : 0	N REED, RYAN R 415 HOLLY LANE BLUEMONT VA, . BATTLETOWN DIST MAP: 17A424-48,49	N 3,000.00	DBS	100%
01/31/12 ✓	12-182	HARDESTY, DAVID M & DEBRA L RECORDED TIME: 09:10 DESCRIPTION 1: LONGMARSH DISTRICT, BK 536, PG 98 DATE OF DEED : 01/30/12 BOOK: 542 PAGE: 841 NUMBER PAGES : 0	N HARDESTY, DANIEL M ETUX 537 LONGMARSH ROAD BERRYVILLE, VA 22611, . MAP: 2-4-10A	N .00	DG	100%
01/31/12 ✓	3851	BOYCE, DAVID YOST, DECEASED RECORDED TIME: 15:41 DESCRIPTION 1: 3 LOTS ON RT 723 - CHAPEL DISTRICT DATE OF DEED : 01/31/12 BOOK: 90 PAGE: 315 NUMBER PAGES : 0	N/A N/A D/B 303 PG 59 & 241; MAP: 30-A-A-2,3,4	.00	QUAL	00%

TOTAL COUNTY DEEDS OF PARTITION AND CONVEYANCE: 48
TOTAL NUMBER OF COUNTY DEEDS OF CORRECTION : 0
TOTAL NUMBER OF COUNTY WILL/FIDUCIARY : 3

**Monthly Activity Report of
Kaila Hahn
Extension Agent, 4-H Youth Development
January 2012**

Trainings & Meetings

- Attended the Extension Leadership Committee (ELC) Meeting at the Clarke County Extension Office in Berryville, VA.
- Attended the Equine Enthusiasts 4-H Club Meeting at the leader's home in Boyce, VA.
- Attended the Clarke County 4-H Leaders Association Budget Review Meeting at the Clarke County Extension Office in Berryville, VA.
- Attended the Clarke County 4-H Leaders Association Meeting at the Clarke County Extension Office in Berryville, VA.
- Attended the eFARS (electronic faculty annual reporting system) meeting with Cyndi Marston and the new Northern Extension Agents at the Northern District Office in Harrisonburg, VA.
- Attended the Clarke- Frederick Lamb Camp Meeting at the Mid-Altantic Farm Credit Office in Winchester, VA.
- Attended the Light Horse and Pony 4-H Club at Barbara Bryd's in Berryville, VA.
- Attended the Clarke County Fair Board Meeting at the Clarke County Fairgrounds Ticket Office in Berryville, VA.

Events & Programs

- Assisted with a farm visit to a 4-H'ers farm to weigh their steer in Berryville, VA.
- Planned and organized the Clarke County Share-the-Fun Talent Show; collected registration forms, contacted and recruited judges, lined up equipment help, reserved the location, etc.
- Planned and organized the Clarke County Presentations, Public Speaking, and Fashion Revue Contests in conjunction with the Frederick County 4-H Program; collected registration forms, contacted and recruited judges and room chairs, reserved equipment, etc.
- Planned and organized Clarke-Warren Junior Camp Counselor interviews and received applications from potential camp counselors, etc.

Contacts

Phone Contacts- 74

4-H & Fair Issues- 64

Other, miscellaneous- 10

Personal Contacts- 105

4-H & Fair events- 50

Meetings, Trainings & Events- 5

Emails & Letters- 68

4-H Programs- 45

Meetings, Trainings, & Events- 23

**Monthly Activity Report of
Jacob L. Grove
Extension Agent, Animal Science
January 2012**

Farm Visits

- Clarke County Farm, Weight check on 4-H steer and feeding program.
- Clarke County Farm, Farmers Market Inspection.
- Warren County Farm, Farmers Market Inspection.
- Clarke County Farm, Hay evaluation and marketing.
- Page County Farm, Beef Management.
- Clarke County Farm, Inspect fences for Soil and Water Conservation District.

Events & Programs

- Held a Clarke County Extension Leadership Council Meeting to report on extension activities.
- Assisted with the Commercial Pesticide Safety Education Recertification class.
- Delivered a presentation on Darkling Beetle Control at the pesticide safety meeting.
- Assisted with the Clarke County Hay Auction.
- Attended the Clarke County 4-H Leaders Association meeting.
- Attended Lord Fairfax Soil and Water District Conservation -Technical committee meeting.
- Assisted with a planning for the Forum for Rural Innovation.
- Attended a superintendents meeting for the livestock shows at the state fair, I am now serving as the State Fair Swine Superintendant.
- Completed annual faculty report for Virginia Tech.
- Proctored Private Pesticide Applicators test at Clarke County Office.

Contacts

28 Phone Contact:

Forage & Feeds – 12
Pesticides -4
Hay Auction- 6

4-H & Fair Issues – 3
Beef Management – 3

265 Personal Contacts:

Livestock Management – 10
Pesticide Safety- 250

4-H & Fair events – 5

19 Emails & Letters:

Livestock Production – 12
Hay Auction- 4

4-H Programs –3

[Type text]

Clarke

lwalburn@clarkecounty.gov

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Clark Co. January 2012 Report

From : Jill Matheson <jill@vatransit.org>

Mon, Feb 06, 2012 11:18 AM

Subject : Clark Co. January 2012 Report

To : dash@clarkecounty.gov, lwalburn@clarkecounty.gov

Cc : Leon Alder <leon@vatransit.org>

MONTHLY PASSENGERS

January-12

Location	Region	Route	TOTAL
CLRK	NW	Demand Response Clark County	114

Jill Matheson

Operations Administrative Assistant

Virginia Regional Transit

Office : (540) 338-1610

Fax : (703) 777-9370