



# Clarke County Board of Supervisors Regular Meeting Agenda

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

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Note: The order in which Agenda items are considered may be changed to assure that public hearings are started as close as possible to the scheduled time Page 1 of 2

9/14/2012 9:22 AM



# Clarke County Board of Supervisors Regular Meeting Agenda

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

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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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9/14/2012 9:22 AM

# Clarke County Board of Supervisors

## Call To Order

# Clarke County Board of Supervisors

## Adoption of Agenda

# Clarke County Board of Supervisors

## VDOT

# Clarke County Board of Supervisors

## Clarke County Public Schools School Board Update

# Clarke County Board of Supervisors

## Citizen Comment Period

Clarke County Board Of Supervisors  
August 21, 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, 2<sup>nd</sup> Floor Berryville Clarke County Joint Government Center, 101 Chalmers Court, 2<sup>nd</sup> Floor, Berryville, Virginia on Tuesday, August 21, 2012.

Board Members Present

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

Board Members Absent

None

Staff Present

David Ash; Jesse Russell; Brandon Stidham; Lora B. Walburn

Others Present

David Steigmaier; Cliff Balderson; Ed Carter; Charlie Monroe; Dr. Michael Murphy; Dr. Lisa Floyd; Robina Rich Bouffault; Gem Bingol; Keith Dalton; Val Van Meter; Ed Leonard; and other citizens

1) Call to Order

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

2) Adoption of Agenda

- Add to Consent Agenda:
  - Application for Grant Funds – Alison Teetor
- Add to Miscellaneous:
  - Berryville Graphics – John Staelin
  - Zoning, Nuisances and Health Hazards – Supervisor Byrd



By consensus, the Board approved the agenda as modified.

### 3) VDOT

Clif Balderson, Residency Administrator; Ed Carter, Assistant Residency Administrator; and Charlie Monroe, Locality Supervisor, appeared before the Board to provide the monthly update.

#### Maintenance - August:

- Completed first round of mowing and began second round on primary's;
- Performed pipe repair on Rt. 50 and pipe cleaning on Rt. 601;
- Prepared Lincoln Ave. for slurry treatment;
- Installed box culvert on Rt. 644 (Featherbed Road);
- Repaired soft shoulders on Rt. 644 (Stonebridge Road);
- Conducted grading operations on non-hard surfaced routes in County.

#### Maintenance – September:

- Continue second round mowing;
- Apply dust control to non-hard surfaced roads;
- Conduct patching operations on Rt. 606 & 649;
- Repair low shoulders and perform spot leveling on primary's;
- Perform pipe flushing operations on Rt. 605;
- Bucket truck is scheduled for low hanging brush throughout the County.

#### Projects

- Rt. 636, Mosby Boulevard: Construction on Rt. 7 is ready for traffic on new round-a-bout. Temporary pavement markings and signage is installed until evaluations are made to see if any tweaking is necessary. Contractor is striving to complete entire project this construction season ahead of schedule.

VDOT and School staff observed the round-a-bout from 7 am to 8:30 am on the first day of school. VDOT will observe this afternoon and each day for several days to determine if adjustments are needed. Mr. Carter thanked the schools for their cooperation in coordinating this effort.

Contractor is running ahead of schedule and anticipates being complete by the end of construction season this November.

- Dr. Murphy indicated that the Schools anticipate gating this entrance from 8 am to 2 pm daily to allow for pedestrian crossing.
- Rt. 604, Ebenezer Road: Stone is being placed this week. VDOT is scheduled to begin surface treating next week.
  - Rt. 1014, Paige Street, Town of Berryville: Waiting on utility relocation. Projected construction start is March of 2013.
  - Rt. 7 crossovers: Completed
  - Turning lanes Rt. 657/340: Awaiting survey results.

Supervisor Comments:

- Supervisor Byrd:
  - Mentioned issues she had addressed via email specific to traffic signals and Allen Road.
- Supervisor McKay:
  - Restrict Trucks on Rt. 624: VDOT has been proactive adding signs, where determined necessary, throughout its residency notifying that truck traffic is not recommended and to disregard GPS routing. This type of signage may be an option for Rt. 624.
- Supervisor Weiss:
  - Johnson Grass and Mowing Plans: Charlie Monroe indicated that Johnson Grass spray treatment is conducted on 91 shoulder miles in the County. Supervisor Weiss stated that Johnson Grass should be sprayed annually in May.
- Supervisor Staelin:
  - BORH Visitor Center Sign: VDOT indicated that signage for a visitor center is typically handled through Virginia Logo.

#### 4) Clarke County Public Schools Update

Dr. Murphy, Superintendent, and Dr. Lisa Floyd, Director of Curriculum and Instruction, appeared before the Supervisors to provide the monthly School update.

- Dr. Murphy provided an update. Highlights include:
  - Glorious morning at the new Clarke County High School.
    - Round-a-bout working flawlessly.
    - No speeding observed on Jackson.
    - All systems appear to be working with adjustments being made as necessary.
    - Working on traffic with Perry Engineering, VDOT and the Ruritan.

- Right turn into Cooley may need adjustment.
- Approximately 2,074 students at school start.
- Greatest enrollment gain is at the high school level.
- Proficiency gap [new language for SOL's] assessments are being reviewed and alternative formats being considered. As part of the process, the Schools are aggregating data, grouping, pacing and benchmarking.
- Working on a contract with RRM for elementary school renovations. The School Board will meet at 6 pm in the high school auditorium on August 27 to further discuss.
- Chairman Hobert asked for clarification on the elementary school renovation budget. Dr. Murphy stated that \$7.2 million was still the target budget with \$6 million anticipated for construction.
- Supervisor McKay asked if the Schools would consider performing a survey of former students to determine how they have performed and what, if any, further schooling was acquired. Dr. Floyd stated that this is actually done in advance of graduation and surveys of this type are particularly challenging. Dr. Murphy noted that School Administration would agree that such a survey would be beneficial but he concurred that data collection is difficult. He put forth that to gather this information the Alumni Association or Education Foundation might be a good source.

5) Citizens Comment Period

No citizens addressed the Board.

6) Approval of Minutes

**Supervisor McKay moved to approve the minutes for July 17, 2012 as presented. The motion carried by the following vote:**

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

7) Consent Agenda

A. Request for Easement Donation Approval, Thompson and Daviot Properties, LLC

## MEMORANDUM

TO: Board of Supervisors, David Ash

FROM: Alison Teetor

DATE: July 17, 2012

SUBJECT: Request for Easement Donation approval

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

WR III and Laura Thompson: The parcel (Tax Map# 28-((A))-27) consists of 106.9 acres and is located on the north side of Berry's Ferry Road and southeast of Route 340 just outside the village of White Post. The property resource score is 59.85. Points were given for retiring three of the four remaining DURs, frontage on a scenic road, Berrys Ferry Road, and it is within the groundwater recharge area. The property has an existing house that was built in 2009 and 4 DUR's. The applicant would like to retire 3 of the 4 remaining DURs.

Daviot Properties, LLC, Charlie McIntosh, agent: The property consists of a total of approximately 10.54 acres and is located on the west side of Kennel Road approximately ½ mile south of Route 7. The current configuration is a 5 acre parcel with a house (Tax Map# 30-((A))-50), a vacant 4.6 acre parcel (Tax Map# 30-((A))-49), and a vacant .94 acre parcel (Tax Map# 30-((A))-51). The vacant parcels each have 1 DUR. Immediately following easement recordation, the applicant would like to merge the 3 parcels, retiring 2 DURs and creating one 10.54 acre parcels.

The property resource score is 55.52. Points were given for retiring the remaining DURs, a preservation of a family farm as the McIntosh family has owned the property for over 50 years. The existing house was built in 1956 but is not considered contributing to the Greenway Rural Historic District.

B. Grant Application Summary

## MEMORANDUM

TO: David Ash, Board of Supervisors

FROM: Alison Teetor

DATE: August 21, 2012

SUBJECT: Grant application

I have been working on a grant application for a project that will look at water quality of springs in karst. There are two specific questions that the project will try to answer. First, the County is being asked by EPA and the Commonwealth to reduce nutrients in surface waters as part of the Chesapeake Bay, and other local TMDL efforts. Is stream contamination coming from surface runoff during storm events or from groundwater?

Understanding the source of contamination is important when selecting which Best Management Practices (BMPs) will most effectively reduce nutrients. Second, Clarke County has proportionately one of the highest rates of biosolids applications in the Valley. In July 1997 the Board of Supervisors adopted a biosolids ordinance that established increased standards for the application of biosolids in Clarke. The ordinance increased setbacks from sensitive features such as sinkholes and streams in an effort to protect ground and surface water resources in sensitive karst areas. In 2004, the General Assembly repealed counties' ability to regulate biosolid application and allows applications using state standards. Is the water quality of springs in areas of high biosolids application better or worse than in areas where there is little to no biosolids application?

The County is partnering with the Friends of the Shenandoah River to conduct some of the sampling and all of the water quality analysis. Wayne Webb, one of Clarke's Board members on the Lord Fairfax Soil and Water Conservation District will conduct sampling and flow measurements. Ten springs will be sampled once every two months. Six springs are located in Clarke County, five in areas with biosolids applications and 1 in an area without applications. Four springs are located outside of Clarke, two springs in Warren County, one in Shenandoah, and one in Frederick, in areas where little to no biosolids have been applied. The selected springs were chosen if they had been monitored previously by either USGS or DEQ such that there is age dating and flow data that will help by reducing variability among the types of springs sampled.

Total project cost is estimated at \$6,000. Funding sources will include the DEQ Citizens Monitoring Grant, the Chesapeake Bay Restoration Fund, and others. There is no anticipated or reoccurring cost to the County other than staff time coordinating the project and submitting progress and final reports. Currently the project is anticipated to last one year from January 1, 2013 to December 31, 2013. The applications require signature of the County Administrator for submission.

Recommendation: Approve submittal of grant applications to fund the proposed project.

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

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

## 8) Board of Supervisors Personnel Committee Items

A. Expiration of Term for appointments expiring through December 2012.

8/13/2012 Summary: A list of appointments expiring through December 2012 is provided for Committee review. At the meeting, the Personnel Committee made the following recommendation:

- ✓ Appoint Jim Edwards to serve a four-year term expiring September 30, 2016 on the Shenandoah Area Agency on Aging Board of Directors replacing Tony Roper.

08/21/2012 Action: **Supervisor Staelin moved to confirm the recommendations of the Personnel Committee. The motion carried by the following vote:**

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

B. Appointments to Warren/Clarke County Microenterprise Assistance Program Management Team.

8/13/2012 Summary: Clarke County is currently partnering with Warren County on a Microenterprise Assistance Program through a grant provided by the Virginia Department of Housing and Community Development. This program provides business development resources in the form of loans and technical support to low and moderate income individuals. People Incorporated, a nonprofit organization that specializes in small business assistance programs, will be responsible for administering the program in conjunction with Warren and Clarke Counties. One of the program requirements is the establishment of a Program Management Team. Further detail is provided in the August 8, 2012 memorandum from Brandon Stidham included in the packet.

During the meeting, the Personnel Committee discussed those appointments and is seeking recommendations from other Board members. Possible appointees would include bank employees familiar with loan processes, business development, and social program employees. The appointments would be for a fixed term of approximately two years with a limited number of meetings currently anticipated to be conducted quarterly with additional meetings required to process applications.

## 9) Board of Supervisors Work Session Items

A. Discussion, Double Tollgate Committee Final Report

08/13/2012 Summary: August 13, 2012 work session agenda includes an item to discuss the Double Tollgate Committee's final report. A copy of this report was provided to you at your meeting in July. The Committee wrapped up their work on the report in May and the Planning Commission voted 8-1-2 (Thuss NAY; Brumback, Kreider absent) at their meeting on July 6 to recommend the report for review to the Board of Supervisors.

Committee Chair Anne Caldwell will be present at the work session along with Staff to discuss the report and to answer any questions that you may have. Other members of the Committee may also be attending the work session should you have questions for them as well. Should you have questions or concerns prior to the work session, please do not hesitate to contact me at 955-5130 or via email at bstidham@clarkecounty.gov.

At the meeting, the Board determined that they would accept the Planning Commission Committee report and requested that the Planning Director draft a recommendation for reconsideration of the zoning of the Double Tollgate area in conjunction with the revision of the County's Comprehensive Plan and/or implementing components.

8/21/2012 Action: Following review, **Supervisor Staelin moved to accept the report from the Planning Commission with the Supervisors thanks and to accept the additional points listed in the staff the summary titled Follow-up, Double Tollgate Report from Planning Commission August 14, 2012:**

- **Request the Commission to set the review and updating of the Double Tollgate Area Plan (and possibly the Waterloo Area Plan) as a high priority immediately following adoption of the revised Comprehensive Plan.**
- **Authorize Staff to assemble a Request for Proposal (RFP) to hire an economic development consultant to assist in the update of the Comprehensive Plan and Implementing Component Plans.**

**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 Board concurred that it is contemplated that recommendations will be presented to the Board of Supervisors for review.

Brandon Stidham clarified that the initial draft of the Comprehensive Plan is anticipated by May 2013 with preliminary review set for the September Planning Commission meeting.

Robina Rich Bouffault, Planning Commissioner, contributed that the full Planning Commission will review the Comprehensive Plan. She said that Mr. Stidham was developing the scope of work opining that a well-defined scope is needed.

Chairman Hobert instructed Mr. Stidham to circulate the draft calendar for Comprehensive Plan review.

**B. R2 Investment Properties, L.L.C. Request for Utility Easement Across Berryville Clarke County Government Center Property, 101 Chalmers Court, Berryville.**

08/13/2012 Summary: R2 Investment Properties, L.L.C. is requesting a 10 ft. easement for electricity from the transformer on the government center property to the intersection with the town property and from there a 20 ft. easement for water and electric in order to build an approximately 5,000 square foot building at the back of the R2 property.

Jay Hillerson met with David Weiss and Keith Dalton regarding this matter and this item is anticipated to be on the Berryville Town Council Agenda and public hearing for September. If needed, Mr. Hillerson would like to schedule the public hearing from the county ASAP.

**At the meeting, Supervisor Byrd moved to convene into Closed Session pursuant to §2.2-3711-A6 Discussion of the investment of public funds where competition or bargaining is involved. The motion carried as follows:**

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

**and 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

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Board of Supervisors Meeting Minutes For August 21, 2012 – Regular Meeting



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

Following closed session, the Board directed the members of the BCCGC Joint Building Committee to work with the Town's representatives on the Committee to develop an agreement and / or easement acceptable to all parties and to coordinate the required public hearings once the necessary documents are available. The County Administrator was directed to advise Mr. Hillerson of this action.

**C. Discuss Suggestions for 36 East Main Street [former Library, Lloyd Property]**

08/13/2012 Summary: The Building and Grounds liaison is seeking direction from the Board on the disposition of 36 East Main Street.

At the meeting, the Board asked that the Building and Grounds Committee to:

- Seek informal assistance to determine the impact of an easement versus a fee simple reduction in lot size.
- Verify VDOT entrance requirements.
- Seek an appropriate tenant for 106 North Church Street [former Commonwealth Attorney's Office.]

**D. Verizon Wireless Special Use and Site Plan for constructing a monopole on the property located in the 100 block of Mount Carmel Road, Tax Map Parcel 39-A-71, Millwood Election District, zoned Forestal Open-Space Conservation (FOC). SUP-12-01**

8/13/2012 Summary: The Board added this item to the Work Session agenda. Brandon Stidham advised that Verizon may not have the information necessary for the public

hearing scheduled for August 21, 2012. As the hearing was already advertised, the Board agreed to conduct the public hearing as advertised and to continue as may be in the best interest of the Board and the public.

10) Finance Committee:

1. FY12 Supplemental Appropriations.

The Finance Committee recommends approval of the following: *"Be it resolved that FY 12 Unemployment Compensation Fund budgeted expenditures be increased \$13, 769, and the same appropriated, for the purpose of paying unemployment claims."*

At the 8/21/2012 Regular Meeting: Tom Judge briefly reviewed the request. **Supervisor Staelin moved to adopt the recommendation of the Finance Committee as presented. The motion carried by the following vote:**

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

2. Reimbursement of Land Use Fees.

The Finance Committee recommends approval of the following: *"Be it resolved that FY 13 Sanitation budgeted expenditure be increased \$2,000, and the same be appropriated, for the purpose of reimbursing the Clarke County Sanitation Authority for additional costs incurred in negotiating for the right to place a public safety antennae on their water tower"*.

At the 8/21/2012 Regular Meeting: Tom Judge briefly reviewed the request noting that the lease would not be charged to the County. **Supervisor Byrd moved to adopt the recommendation of the Finance Committee with the addition of language that the lease would not be charged to the County. 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. Virginia Commission on the Arts Grant.

Information Only.

4. State Reductions in Aid to Localities.

The Finance Committee recommends adoption of the following: *"Be it resolved that the State reductions to aid to localities be implemented based on the prorated calculation provided by the State, and the requisite form be authorized by the County Administrator and forwarded to the State expressing this."*

At the 8/21/2012 Regular Meeting: Tom Judge reviewed the request.

Chairman Hobert stated that at the VACo meeting on Friday the director was instructed to write a letter to the Governor stating that the Commonwealth had a surplus that came on the backs of the localities.

**Supervisor Staelin moved to adopt the recommendation of the Finance Committee as presented. The motion carried by the following vote:**

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

5. Acceptance of July Bills and Claims.

The Finance Committee recommends acceptance.

**08/21/2012 Action: Supervisor Staelin moved to accept the July 2012 General Government Bills and Claims as presented. The motion carried by the following vote:**

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

6. Standing Reports

Reconciliation of Appropriations. General Fund Balance. General Fund Expenditure Summary. Information Only

## 11) Government Projects Update

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

- Berryville-Clarke County Government Center
  - During the 30-day monitoring period to establish a baseline, sensors placed throughout the building malfunctioned
  - Gordon Russell is following up with the provider to determine if it is a computer error
- Senior Center/Parks Building
  - Project progressing.
  - Today received gas agreement from Cooley to Senior Center. Installation may not happen by deadline.
  - Progress meeting scheduled for next Thursday.
  - Supervisor Byrd informed the Board that while at the FAA / 4H sale she asked buyers if they would care to donate their purchase and several did opt to donate. Following discussion, it was determined that while ahead of schedule freezer space for the process product might be problematic; and David Ash was asked to follow up.
- Sheriff's Office
  - Chester Engineering proposal under review.
  - Architect has provided a letter indicating a desire to terminate agreement.
- 36 East Main and 106 North Church
  - Vice Chairman Weiss stated that he would provide an update on these properties in Closed Session.

## 12) Miscellaneous Items

Berryville Graphics

Supervisor Staelin distributed:

- Draft Governor's Development Opportunity Fund Local Grant Performance Agreement
- Sample Request For Payment Letter
- Sample Resolution Or Contract Between The Town and County

- Sample Resolution Or Contract Between The Town and IDA

Highlights of Supervisor Staelin’s briefing include:

- Robert Mitchell is reviewing the draft contract proposed by the State.
- The State will transfer funds to the Clarke County Industrial Development Authority that will turn the funds over to Berryville Graphics.
- All documentation must be provided to the state by September 30.
- The package should be ready for review and action at the September Supervisors meeting.

Chairman Hobert instructed David Ash to follow up with the Industrial Development Authority and to add the matter to the September Work Session Agenda.

Zoning, Nuisances and Health Hazards

Supervisor Byrd provided the following for Board consideration:

- Johnson Grass and thistles: Constituents have complained and several things have been tried but nothing has been affective.
- Yard Maintenance: Constituents have complained about the lack of yard maintenance of some properties including weeds, junk trees and the resulting vermin. Current legislation is not strong enough in most cases to allow the Sheriff or Health Department to act.
- Hoarding: The Department of Social Services needs assistance in determining ways it can better deal with hoarding of property and animals.

13) Summary of Required Action

<u>Item</u>	<u>Description</u>	<u>Responsibility</u>
1.	Process approved minutes.	Lora B. Walburn
2.	Provide Alison Teetor notice of Board approval of Consent Agenda items.	Lora B. Walburn
3.	Update database and process appointments.	Lora B. Walburn
4.	Execute appointment notice.	J. Michael Hobert
5.	Provide recommendations for appointments to Warren/Clarke County Microenterprise Assistance Program Management Team to the Personnel Committee.	Supervisors

<u>Item</u>	<u>Description</u>	<u>Responsibility</u>
6.	Circulate Comprehensive Plan review calendar to BOS.	Brandon Stidham
7.	Request the Commission to set the review and updating of the Double Tollgate Area Plan (and possibly the Waterloo Area Plan) as a high priority immediately following adoption of the revised Comprehensive Plan.	Brandon Stidham
8.	Staff to assemble a Request for Proposal (RFP) to hire an economic development consultant to assist in the update of the Comprehensive Plan and Implementing Component Plans.	Brandon Stidham
9.	Work with Supervisor Byrd on freezer space at Senior Center.	David Ash
10.	Ask Ed Carter to ride Lewisville Road and give his opinion.	David Ash
11.	Provide update on Lewisville Road at Work Session.	David Ash
12.	Berryville Graphics Governor's Development Opportunity Fund Local Grant Performance Agreement - follow up with IDA and place on Work Session Agenda.	David Ash
13.	Update County Code with CC-12-01, distribute and provide notice.	Lora B. Walburn

14) Board Member Committee Status Reports

Supervisor Byrd

- Clarke County Library Advisory Committee: The Board would like to meet the new persons at Berryville Graphics. The Board suggested working with John Staelin.

Supervisor John Staelin

- BORH:
  - o September 1, Logan Van Meter will begin the duties of Executive Director for the Barns of Rose Hill and The Visitor Center.
  - o Working to secure visitor center signage.
- IDA / EDAC: Will be meeting to continue discussion on development at Waterloo including fees and the economic environment.

Vice Chairman David Weiss

- Conservation Easement Authority:

- There is continuing interest.
- Alison Teetor has been very successful in finding grants.
- Building and Grounds: David Ash doing an excellent job with the BCCGC and the Senior Center.

### Speed Limit on Lewisville Road

Prior to entering Closed Session two Russell District constituents asked to address the Supervisors on the matter of speeding on Lewisville Road.

Lewisville Road residents Kelli Scarrow and Will Nelson expressed the following concerns:

- Speeding - a consistent problem with WV commuters travelling in both directions and the road is very narrow,
- Pedestrian Safety - danger while crossing road to mail boxes, or while walking or mowing along Lewisville Rd.,
- Vehicle Safety - residents entering Lewisville Rd. from their private driveways with limited visibility,
- Horse/Rider Safety - residents crossing Lewisville Road to gain entrance to Gordonsdale cross country course,
- Horse Van Safety - general public entering and exiting Gordonsdale Farm entrance into speeding traffic, and
- Visibility - at Clifton Road and Mt. Airy Church.

Supervisor Byrd suggested a speed study be conducted on Lewisville Road.

Vice Chair Weiss stated that Shepherds Mill has type of problems and suggested asking Ed Carter, VDOT, to ride the road and give his opinion. He said that it is very difficult to get speed limits lowered opining that VDOT uses an archaic system. Vice Chair Weiss explained that if 80% of the traffic observes the posted speed than the road is determined to be safe.

The Supervisors agreed that a petition from affected residents might be relevant and helpful to their cause, but reiterated the cautions expressed by Mr. Weiss.

Supervisor Byrd put forth that speeds had been lowered on Crums Church, Kimble Road; and Stringtown Roads.

Chairman Hobert asked David Ash to coordinate and provide an update at the next Work Session.

## 15) Closed Session

At 2:23 pm, **Supervisor Staelin moved to convene into Closed Session pursuant to 2.2-3711-A3 Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body; and consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel.**

**The motion carried as follows:**

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

The members of the Board of Supervisors being assembled within the designated meeting place, with open doors and in the presence of members of the public and/or the media desiring to attend, at 2:53 pm, **Supervisor Byrd moved to reconvene in open session.**

**The motion carried as follows:**

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

**Vice Chairman Weiss 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 following the Closed Session.

Chairman Hobert recessed the meeting at 3:54 pm.

Chairman Hobert reconvened the meeting at 6:30 p.m.

16) Citizen Comment Period

No citizens addressed the Board.

- 17) PH 12-07: CC-12-01 an ordinance amending Chapter 106 of the Code of Clarke County, Virginia, entitled "Hunting and Firearms," Article II, Entitled "Firearms," by repealing Section 106-7, consistent with recently amended Virginia code section 18.2-308, which removes the option for a locality to require that an applicant for a concealed handgun permit submit fingerprints as part of the application.

Chairman Hobert summarized the proposed amendment to the Code of Clarke County noting that this was a good example of the Dillon Rule.

David Ash stated that the Sheriff has ceased to request fingerprints in compliance with the new law.

Supervisor Staelin put forth that the General Assembly approval of this amendment to State Code without the knowledge or support of the Sheriff's Association was not a good way to do business.

At 6:34 pm Chairman Hobert opened the public comment portion of the public hearing. Being no persons present desiring to address the matter the public comment portion of the public hearing was closed.

**Supervisor McKay moved to approve Code amendment CC-12-01 as presented. The motion carried by the following vote:**

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

I. BE IT ORDAINED by the Board of Supervisors of Clarke County, Virginia, that Chapter 106, Article II, Section 1 06-7 be repealed as follows:

**Chapter 106  
Hunting And Firearms  
Article II  
Firearms**

- § 106 7. *Fingerprinting Applicant For Concealed Handgun Permits.*
- A. In order to determine the applicant's suitability for a concealed handgun permit, the applicant shall be fingerprinted. The fingerprints and descriptive information shall be forwarded through the Virginia State Police to the FBI for a national criminal history record check.
  - B. Fingerprints taken for the purposes described in this section shall not be copied, held or used for any other purposes. Upon completion of the criminal records check, the fingerprint cards shall be returned or disposed of as provided for by the Code of Virginia.
  - C. If an applicant possesses a current, valid concealed handgun permit and applies for a renewal of said permit, fingerprints shall not be taken nor required as part of said renewal process.

II. The repeal of this section shall be effective July 1, 2012.

III. The remaining sections and subsections of Chapter 106 of the Code of Clarke County not amended hereby shall remain in effect as previously enacted

18) PH 12-08: Verizon Wireless requests approval of a Special Use and Site Plan for constructing a monopole on the property located in the 100 block of Mount Carmel Road, Tax Map Parcel 39-A-71, Millwood Election District, zoned Forestal Open-Space Conservation (FOC). SUP-12-01

Jesse Russell provided an overview of the Verizon Wireless request for special use and site plan for construction of a monopole. He reviewed and provided suggestions on ways to resolve the “pinch point” issue between the applicant and the adjoining property owner.

Brandon Stidham, Planning Director, provided a presentation to the Board of Supervisors that included graphics detailing the “pinch point” area.

Jesse Russell summarized staff concerns:

- Requested buffer reduction and impact on church property; potential precedent set.
- Stormwater management
- Road construction at “pinch point” – removal of rocks, stabilization of rock face. No blasting will be allowed and a hoe ram will be used as necessary.
- Room for construction equipment to operate at “pinch point.”

Supervisor Byrd asked about stormwater management for the old logging access road; these issues were addressed in Verizon’s presentation.

Vice Chairman Weiss noted that the 25-foot buffer was not often waived in the County.

Supervisor Byrd asked about the availability of the engineer’s report.

Jesse Russell stated that his recommendation was to continue the public hearing until the engineer’s report was available.

At 6:54 pm Chairman Hobert opened the public comment portion of the public hearing.

David Lasso, Verizon attorney, introduced the four Verizon staff members in attendance, as well as the property owners, Mr. and Mrs. Thomas. He proceeded with a prepared presentation covering: an history of current and proposed site location; balloon tests on site; current and improved coverage area; compound entrance; revised access route; church requirements including no blasting and no construction on Sunday; proposed design for vegetative buffer to be planted on church property received this week; and negligible traffic on access road.

Chairman Hobert asked Mr. Lasso how many additional households would be impacted by the coverage area.

Barbara Pivick, Verizon real estate manager, responded noting the importance of the tower and its placement that will provide coverage from Ashby Gap into Berryville. The number of households has not been calculated but Verizon could look at the population in those zip codes and give some calculations. She stated that Verizon’s

interest is to expand and to make a more reliable network for mobile customers, as well as interior access.

Supervisor Staelin left the meeting at 7:19 pm.

Supervisor McKay asked Mr. Russell about dwelling unit rights on the Thomas property.

Jesse Russell responded that there were two dwelling unit rights on the property.

Vice Chair Weiss clarified that there was the potential for this road to be an entrance road to two properties, as well as the Verizon facility.

Supervisor McKay commented that while Verizon was asserting it would use the access road once per month if the two dwelling unit rights were developed, using the standard formula, there was a very real possibility of 601 trips per month.

Jesse Russell reminded that the Supervisors did have the right to restrict the roadway for the sole use of Verizon. He clarified that the County driveway standard is 14 feet wide for a residential travel way.

Patsy Gochenour, lives off of Senseny Road; stated that Mt. Carmel Church and Verizon needed to stay focused on the positives and work together. She opined that Verizon must look at the impacts on the citizens both positive and negative.

Jesse Russell asked Pastor Karen Adams, Mt. Carmel Church, if there was any way the church would consider accepting an easement in the rear area of the property and allow Verizon to plant a vegetative buffer or to grant Verizon an easement.

Pastor Adams stated that she had not been asked by Verizon about an easement on the rear part of the property but she would be glad to take that to her Board of Trustees. She informed the Supervisors that the Thomas' held an easement on the lower section of the driveway. Pastor Adams added that the Thomas' had asked for a reciprocal easement; however, the church did not want to grant access through its parking lot. She also noted that Ms. Pivick had told her that the church would be advised if a construction access easement were needed through the parking lot. She expressed her belief that the church would support the plantings.

Vice Chairman Weiss asked if the church would object to granting road access through its parking lot if it were for the sole purpose of accessing the Verizon tower.

Mr. Lasso opined that after many months of discussion with Mt. Carmel Church, Verizon had determined that there would be no resolution on the part of the church regarding access across its property for the following reasons:

- Title issues;

- Objections of some members;
- Proposed location for a future pavilion.

Supervisor Byrd urged fellow Supervisors that have not yet had an opportunity to walk the property to do so before the next regular meeting.

Chairman Hobert stated that it would be helpful if the church trustees could review Verizon’s proposal and provide its position to the Supervisors at their September regular meeting.

Reba Lafollette, member Mt. Carmel Church, commented that the church wanted to work with Verizon. She opined that things keep changing. She said that the church just wants the rights to a little piece of land that it crosses to access its property but Verizon will not give an inch. She further noted that from the first meeting with Verizon that this was just tower construction; and now, the church is hearing that houses may be constructed. Ms. Lafollette also advised that the church has consulted an attorney.

**At 7:48 pm, Vice Chair Weiss moved to continue the public hearing to the next regularly scheduled meeting at 6:30 pm, Tuesday, September 18, 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

19) Adjournment

There being no further business to be brought before the Board at 7:49 pm Chairman Hobert adjourned the Board of Supervisors meeting.

Next Regular Meeting Date

The next regular meeting of the Board of Supervisors is set for Tuesday, September 18, 2012 at 1:00 p.m. in the Main Meeting Room, 101 Chalmers Court, 2nd Floor, Berryville, Virginia.

ATTEST: August 21, 2012

\_\_\_\_\_  
J. Michael Hobert, Chair

\_\_\_\_\_  
David L. Ash, County Administrator

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

# Clarke County Board of Supervisors

## Consent Agenda

- A. 2012 VACo Conference Voting Credentials for the Annual Business Meeting

**VACo 2012 Annual Meeting  
Voting Credentials Form  
Form may be returned by mail or fax (804-788-0083)**

Voting Delegate:  
(Supervisor)

Name J. Michael Hobert  
Title Chair - Board of Supervisors  
Locality Clarke County

Alternate Delegate:  
(Supervisor)

Name John Staelin  
Title Supervisor - Millwood Distrist  
Locality Clarke County

Certified by:  
(Clerk of the Board)

Name David L. Ash  
Title County Administrator / Clerk to the Board of Supervisors  
Locality Clarke County

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**VACo 2012 Annual Meeting  
Proxy Statement**

\_\_\_\_\_ County authorizes the following person to cast its vote at the 2012 Annual Meeting of the Virginia Association of Counties on November 13, 2012.

\_\_\_\_\_, a non-elected official of this county.

**-OR-**

\_\_\_\_\_ a supervisor from \_\_\_\_\_ County.

This authorization is:

Uninstructed. The proxy may use his/her discretion to cast \_\_\_\_\_ County's votes on any issue to come before the annual meeting.

Instructed. The proxy is limited in how he/she may cast \_\_\_\_\_ County's votes. The issues on which he/she may cast those votes and how he/she should vote are:  
(List issues and instructions on the back of this form)

Certified by: Name \_\_\_\_\_  
Title \_\_\_\_\_  
Locality \_\_\_\_\_



- Region 1.....Judy S. Lyttle (Surry County)
- Region 3.....Patricia S. O’Bannon (Henrico County)
- Region 5.....Constance Brennan (Nelson County)
- Region 6.....J. Michael Hobert (Clarke County)
- Region 7.....Wayne A. Acors (King George County)
- Region 8.....Gerry W. Hyland (Fairfax County)
- Region 8.....J. Walter Tejada (Arlington County)
- Region 8.....Sharon S. Bulova (Fairfax County)
- Region 8.....Scott K. York (Loudoun County)
- Region 10.....Hugh T. Pendleton, Jr. (Campbell County)
- Region 11.....Richard C. Flora (Roanoke County)
- Region 12.....Danny C. McDaniel (Wythe County)

# Virginia Association of Counties



Connecting County Governments since 1934

**President**  
Catherine M. Hudgins  
Fairfax County

**President-Elect**  
John D. Miller  
Middlesex County

**First Vice President**  
Harrison A. Moody  
Dinwiddie County

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Pablo Cuevas  
Rockingham County


**Secretary-Treasurer**  
Penny Gross  
Fairfax County

**Immediate Past President**  
Robert R. Adkins  
Wise County

**Executive Director**  
James D. Campbell, CAE

**General Counsel**  
Phyllis A. Errico, Esq., CAE

**TO:** Chairs, County Board of Supervisors  
County Chief Administrative Officers

**FROM:** James D. Campbell, Executive Director 

**RE:** Voting Credentials for the Annual Business Meeting

**DATE:** September 6, 2012

The 2012 Annual Business Meeting of the Virginia Association of Counties will be held on Tuesday, November 13, from 10:15 a.m. to Noon at The Homestead in Bath County.

Article VI of the VACo ByLaws states that each county shall designate a representative of its board of supervisors to cast its vote(s) at the Annual Business Meeting. However, if a member of the board of supervisors cannot be present for this meeting, the Association's ByLaws allow a county to designate a non-elected official from your county or a member of a board of supervisors from another county to cast a proxy vote(s) for your county.

For your county to be certified to vote at the Annual Business Meeting, (1) your annual dues must be paid in full and (2) either a completed Voting Credentials Form or a Proxy Statement must be submitted to VACo by November 1, 2012. Alternatively, this information may be submitted to the Credentials Committee at its meeting on Monday, November 14, at 4:30 p.m. in the Monroe Room or to the conference registration desk before this meeting.

## NOMINATING COMMITTEE

The Nominating Committee will meet at 4:45 p.m. in the Wilson Room on Monday, November 14th during VACo's Annual Conference at the Homestead. The committee is charged to nominate a candidate for President-Elect, First Vice President, Second Vice President, and Secretary-Treasurer to be elected at the Annual Business Meeting. Please send your expressions of interest and nominations to the Committee or to VACo's Executive Director.

## REGIONAL DIRECTORS

Pursuant to VACo's By-Laws, "regional directors shall be selected at the Annual Meeting by the member counties located within the region which the director will represent." Regional caucuses will be scheduled during the Annual Meeting to select directors. Incumbent regional directors should chair the caucuses. Reports should be given to VACo's Executive Director by 6:00 p.m. on Monday, November 12th. The attached list shows the regional directors whom must be selected.

## Attachments

cc: VACo Board of Directors  
Nominations Committee

1207 E. Main St., Suite 300  
Richmond, Va. 23219-3627

Phone: 804.788.6652  
Fax: 804.788.0083

E-mail: [mail@vaco.org](mailto:mail@vaco.org)  
Web site: [www.vaco.org](http://www.vaco.org)

## **ZONING AND SUBDIVISION ORDINANCE TEXT AMENDMENTS (TA-12-04)**

### **Merger of Parcels**

**September 18, 2012 Board of Supervisors Meeting – SET PUBLIC HEARING**

**STAFF REPORT – Department of Planning**

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The purpose of this staff report is to provide information to the Planning Commission and Board of Supervisors to assist them in reviewing this proposed ordinance amendment. It may be useful to members of the general public interested in this proposed amendment.  
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#### **Description:**

Proposed text amendments to add new language, §10-E Merger of Parcels; to amend Article 2, Usage and Definitions; and to amend §12-E, Vacation of Plat, of the Clarke County Subdivision Ordinance; and to amend Article 9, Definitions, of the Clarke County Zoning Ordinance. The purpose of the text amendments is to require any merger of parcels to be reviewed and approved via final plat by the Zoning Administrator for compliance with County ordinances. The text amendments would also amend the current definition of “merger” in the Ordinances to distinguish the transaction from a “vacation,” and would correct a code reference error in §12-E of the Subdivision Ordinance.

#### **Requested Action:**

Set public hearing for October 16, 2012 Board of Supervisors regular meeting.

#### **Planning Commission Recommendation:**

Following a duly advertised Public Hearing on September 7, 2012, the Planning Commission voted 8-0 (Staelin, Kreider, McFillen absent) to recommend adoption of the text amendments.

#### **Staff Discussion/Analysis:**

The proposed text amendment is presented by Planning Staff to reconcile a technical issue between the Zoning and Subdivision Ordinances regarding mergers of parcels. Currently, there is no ordinance requirement that Planning Staff review and approve a plat when a property owner proposes to merge two or more existing lots. An applicant need only submit a plat along with a deed or affidavit to the Clerk’s office for recordation – no Planning Department approval is required.

The absence of a Planning Department review requirement conflicts with §3-D-8 (Vacation or Merger of Lots or Parcels in the AOC and FOC Districts) of the Zoning Ordinance. This section requires dwelling unit rights (DURs) to be reallocated according to the table found in §3-D-2 when lots are merged. Since there is no requirement that the Planning Department review and approve merger plats prior to recordation, Planning Staff cannot maintain an accurate accounting of DURs on these affected parcels. This can result in confusion and potential hardship to current and future property owners that are unaware that their DURs may have been reduced when the properties were merged.

If the text amendment is adopted, the conflict between the ordinances would be resolved and all plats for merger would have to be reviewed and approved by the Planning Department prior to

recording. Staff would develop an application process for these transactions and a protocol for capturing any changes in allocated DURs. Staff also recommends that, as with other types of plats, merger plats be recorded within six months of the approval date or be considered null and void.

Staff notes that when these proposed text amendments were first presented to the Planning Commission in July, they included vacation of plats as a transaction that would be covered by the amendments. A “vacation” of a plat involves the rescission of a recorded plat of subdivision in order to return a parcel or parcels to a previous configuration. Following review by the County Attorney, he advised that we should not include vacation of plats in the proposed amendments. Plat vacation has a specific review process set forth in the Code of Virginia that is incorporated by reference in §12-E of the Subdivision Ordinance. Staff’s previously proposed changes would have deviated from the State Code process so references to vacation of plats have been removed from the proposed amendments. To mitigate confusion regarding mergers and vacations, Staff has provided a revised definition of “merger” that replaces the term “vacation” with “elimination.”

Also included in the amendments is a correction to a code citation in §12-E. This section states that vacation of a plat “shall be subject to the provisions of Section 3-D-7 of the Clarke County Zoning Ordinance,” with Section 3-D-7 being “Allocation Disclosure.” The correct reference should be to Section 3-D-8, “Vacation or Merger of Lots or Parcels of Land in the AOC and FOC Districts.”

**Staff Recommendation:**

Staff has no outstanding concerns with the adoption of the proposed text amendments.

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**AMENDMENT TEXT** (new or amended language in bold italics with strikethroughs where applicable):

**Subdivision Ordinance:**

***10-E MERGER***

- A. Any merger of parcels shall require approval by the Zoning Administrator.***
- B. A final plat of a merger shall be submitted to the Zoning Administrator. A preliminary plat shall not be required for a merger.***
- C. The merger plat for property in the AOC or FOC zoning districts shall show thereon the Dwelling Unit Rights on the merged parcel, which shall comply with the provisions of §3-D-8 of the Zoning Ordinance.***
- D. The Zoning Administrator shall review the plat for compliance with County ordinances, and shall approve, disapprove, or approve with modifications.***

***E. An approved final plat shall be recorded within six (6) months of approval, and a copy of the recorded plat shall be returned to the Zoning Administrator.***

2-B-34 MERGER: The ~~vacation~~ ***elimination*** of one or more boundary lines between parcels of land, resulting in a single parcel of land.

12-E VACATION OF PLAT  
Any plat of record may be vacated in accordance with the provisions of the Virginia Land Subdivision Act, Title 15.2, Chapter 22, Article 6, Sections 2271 and 2272. Vacation of any plat of record, or of any portion of a plat of record, of subdivided land situated in the Agricultural-Open Space-Conservation (AOC) or the Forestal-Open Space- Conservation (FOC) zoning districts shall be subject to the provisions of Section ~~3-D-7~~ ***3-D-8*** of the Clarke County Zoning Ordinance.

**Zoning Ordinance:**

9-B-127 MERGER: The ~~vacation~~ ***elimination*** of one or more boundary lines between parcels of land, resulting in a single parcel of land.

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**History:**

- **July 6, 2012.** Commission voted 9-0 (Brumback, Kreider absent) to set public hearing for September 7, 2012 with requested changes to the draft amendments.
- **September 7, 2012.** Commission voted 8-0 (Staelin, Kreider, McFillen absent) to recommend adoption of the text amendments to the Board of Supervisors.
- **September 18, 2012.** Placed on Board of Supervisors' regular meeting agenda to request public hearing to be set for October 16, 2012.

**COUNTY AND TOWN**  
**AGREEMENT REGARDING**  
**BERRYVILLE GRAPHICS, INC. ECONOMIC DEVELOPMENT**  
**PROJECT**

THIS AGREEMENT dated the \_\_\_\_\_ day of \_\_\_\_\_, 2012, is by and between the County of Clarke County, Virginia (“County”) and the Town of Berryville, Virginia (“Town”).

WHEREAS, both the County and the Town desire to help Berryville Graphics, Inc. (“Berryville Graphics”) expand its business in Berryville; and

WHEREAS, the Commonwealth of Virginia has offered to provide Berryville Graphics with a \$200,000.00 grant from the Governor’s Opportunity Fund and \$67,200.00 in support through the Virginia Jobs Investment Program; and

WHEREAS, the Governor’s Opportunity Fund requires a match of \$200,000.00 from the participating localities; and

WHEREAS, both the County and Town will receive additional tax revenues from Berryville Graphics as a result of its expansion and are willing to share the cost of the \$200,000.00 local match; and

WHEREAS, the Industrial Development Authority of Clarke County, Virginia (“IDA”) has also agreed to support Berryville Graphics’ expansion

by acting as the entity for the distribution of the state and local funds and by advancing the Town's portion of the local match; and

WHEREAS, the County, Berryville Graphics, and the IDA have entered into a Performance Agreement setting forth performance requirements by Berryville Graphics and provisions for the administration of the state and local funds; and

WHEREAS, the County must request the Governor's Opportunity Fund grant by September 30, 2012, and the grant and the local match must be paid by the IDA to Berryville Graphics within 30 days of receipt of the grant by the County; and

WHEREAS, the County and the Town desire to set forth their agreement for providing local match and for fiscal administration of the provisions of the Performance Agreement for the state and local funds.

NOW, THEREFORE, the County and Town agree as follows:

1. The County will pay \$106,000.00 (53.0%) of the local match.
2. The Town will pay \$94,000.00 (47.0%) of the local match, which amount shall be advanced by the IDA pursuant to a separate agreement between the Town and the IDA.
3. Clarke County shall act as fiscal agent for receiving the Governor's Opportunity Fund grant and distributing the grant to the IDA, for

monitoring Berryville Graphic's compliance with the Performance Agreement, and for receiving and distributing any repayments under the Performance Agreement.

4. If Berryville Graphics does not meet its targets under the Performance Agreement and repayments are made by Berryville Graphics, the local portion of such repayments shall be distributed 53% to the County and 47% to the Town.

COUNTY OF CLARKE, VIRGINIA

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

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

\_\_\_\_\_  
(name)

\_\_\_\_\_  
(title)

TOWN OF BERRYVILLE, VIRGINIA

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

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

\_\_\_\_\_  
(name)

\_\_\_\_\_  
(title)



**GOVERNOR'S DEVELOPMENT OPPORTUNITY FUND  
CLARKE LOCAL GRANT  
PERFORMANCE AGREEMENT**

This **PERFORMANCE AGREEMENT** made and entered this \_\_\_\_ day of September, 2012, by and among the **COUNTY OF CLARKE, VIRGINIA** (the "Locality") a political subdivision of the Commonwealth of Virginia (the "Commonwealth"), **BERRYVILLE GRAPHICS, INC.** (the "Company"), a Delaware corporation authorized to transact business in the Commonwealth, and the **INDUSTRIAL DEVELOPMENT AUTHORITY OF CLARKE COUNTY, VIRGINIA** (the "Authority"), a political subdivision of the Commonwealth.

WITNESSETH:

WHEREAS, the Locality has been awarded a grant of and expects to receive \$200,000 from the Governor's Development Opportunity Fund (a "GOF Grant") through the Virginia Economic Development Partnership Authority ("VEDP") for the purpose of inducing the Company to expand, improve and operate a manufacturing facility in the Locality (the "Facility"), thereby making a significant Capital Investment, as hereinafter defined, and creating and maintaining a significant number of New Jobs, as hereinafter defined;

WHEREAS, the Authority wishes to make a grant of \$200,000 from funds provided to it by the Locality (the "Local Grant") for the purpose of inducing the Company, directly or indirectly, to expand, improve and operate the Facility in the Locality, thereby making or causing to be made a significant Capital Investment, and creating and maintaining a significant number of New Jobs;

WHEREAS, the Locality, the Authority and the Company desire to set forth their understanding and agreement as to the payout of the GOF Grant and the Local Grant (together, the "Grants"), the use of the proceeds of the Grants, the obligations of the Company regarding Capital Investment and New Job creation and maintenance, and the repayment by the Company of all or part of the Grants under certain circumstances;

WHEREAS, the expansion and operation of the Facility will entail a capital expenditure of approximately \$10,614,520, of which approximately \$9,905,225 will be invested in machinery and equipment and approximately \$709,295 will be invested in the up-fit of the building;

WHEREAS, the expansion and operation of the Facility will further entail the creation and maintenance of 84 New Jobs at the Facility; and

WHEREAS, the stimulation of the additional tax revenue and economic activity to be generated by the Capital Investment and New Jobs constitutes a valid public purpose for the expenditure of public funds and is the animating purpose for the Grants:

NOW, THEREFORE, in consideration of the foregoing, the mutual benefits, promises and undertakings of the parties to this Agreement, and other good and valuable consideration, the

receipt and sufficiency of which are hereby acknowledged, the parties covenant and agree as follows.

## **Section 1. Definitions.**

For the purposes of this Agreement, the following terms shall have the following definitions:

“Capital Investment” means a capital expenditure by or on behalf of the Company in taxable real property, taxable tangible personal property, or both, at the Facility on or after April 1, 2012. Capital Investment includes the acquisition price of equipment to be transferred to the Facility from the Company’s current facilities in other states, which assets are estimated to have had an acquisition price of \$7,724,275. Capital Investment does not include the acquisition price or other value of equipment transferred to the Facility from the Company’s current facility in Frederick County, Virginia. The total capital expenditure of \$10,614,520, is referred to in this Agreement as the “Capital Investment.”

“Maintain” means that the New Jobs created pursuant to the Grants will continue without interruption from the date of creation through the Performance Date. Positions for the New Jobs will be treated as Maintained during periods in which such positions are not filled due to (i) temporary reductions in the Company’s employment levels (so long as there is active recruitment for open positions), (ii) strikes and (iii) other temporary work stoppages.

“New Job” means new permanent full-time employment of an indefinite duration at the Facility for which the standard fringe benefits are paid by the Company for the employee, and for which the Company pays an average annual wage of at least \$41,584. Each New Job must require a minimum of either (i) 35 hours of an employee’s time per week for the entire normal year of the Company’s operations, which “normal year” must consist of at least 48 weeks, or (ii) 1,680 hours per year. Seasonal or temporary positions, positions created when a job function is shifted from an existing location in the Commonwealth, and positions with construction contractors, vendors, suppliers and similar multiplier or spin-off jobs shall not qualify as New Jobs. The New Jobs must be in addition to the 464 full-time jobs at the Facility as of January 19, 2012. The New Jobs must be in addition to the 102 full-time jobs to be transferred to the Facility from the Company’s current facility in Frederick County.

“Performance Date” means September 30, 2015. If the Locality, in consultation with the Authority and VEDP, deems that good faith and reasonable efforts have been made and are being made by the Company to achieve the Targets, the Locality may agree to extend the Performance Date by up to 15 months. If the Performance Date is extended, the Locality shall send written notice of the extension to the Authority, the Company and VEDP and the date to which the Performance Date has been extended shall be the “Performance Date” for the purposes of this Agreement.

“Targets” means the Company’s obligations to make Capital Investments at the Facility of at least \$10,614,520 and to create and Maintain at least 84 New Jobs at the Facility, all as of the Performance Date.

“Virginia Code” means the Code of Virginia of 1950, as amended.

**Section 2. Targets.**

The Company will develop and operate the Facility in the Locality, make a Capital Investment of at least \$10,614,520, and create and Maintain at least 84 New Jobs at the Facility, all as of the Performance Date.

The Locality and the Authority hereby strongly encourage the Company to ensure that at least thirty percent (30%) of the New Jobs are offered to “Residents” of the Commonwealth, as defined in Virginia Code Section 58.1-302. In pertinent part, that definition includes natural persons domiciled in Virginia or natural persons who, for an aggregate of more than 183 days of the year, maintained a place of abode within the Commonwealth, whether domiciled in the Commonwealth or not.

The average annual wage of the New Jobs of at least \$41,584 is more than the prevailing average annual wage in the Locality of \$38,200. The Locality is not a high-unemployment locality, having an unemployment rate for 2011, which is the last year for which such data is available, of 5.0% as compared to the 2011 statewide unemployment rate of 6.2%. The Locality is not a high-poverty locality, with a poverty rate for 2010 which is the last year for which such data is available, of 8.3% as compared to the 2010 statewide poverty rate of 11.1%.

The Company shall provide the option for its current 81 employees to move from its facility in Frederick County to the Facility. Pursuant to Section 2.2-115(D) of the Virginia Code, the Secretary of Commerce and Trade sent a letter to the Chairmen of the Senate Finance and House Appropriations Committees explaining and justifying this move.

**Section 3. Disbursement and Use of Grants.**

(a) *Disbursement and Use of GOF Grant:* By no later than September 30, 2012, the Locality will request the disbursement to it of the GOF Grant. If not so requested by the Locality by September 30, 2012, this Agreement will terminate. The Locality and the Company will be entitled to reapply for a GOF Grant thereafter, based upon the terms, conditions and availability of funds at that time.

The GOF Grant in the amount of \$200,000 will be paid to the Locality, upon its request. Within 30 days of its receipt of the GOF Grant proceeds, the Locality will disburse the GOF Grant proceeds to the Authority. Within 30 days of its receipt of the GOF Grant proceeds, the Authority will disburse the GOF Grant proceeds to the Company as an inducement to the Company to achieve the Targets at the Facility. The Company will use the GOF Grant proceeds for (i) public and private utility extension or capacity development on and off site, (ii) grading, drainage, paving, and any other activity required to prepare a site for construction, or (iii) construction or build-out of publicly or privately owned buildings, as permitted by Section 2.2-115(D) of the Virginia Code.

(b) *Disbursement and Use of Local Grant:* The Authority will receive at least \$200,000 from the Locality for the purpose of making the Local Grant. The Local Grant in the amount of \$200,000 will be disbursed by the Authority to the Company at the same time that the Authority disburses the GOF Grant proceeds to the Company. The disbursement of the Local Grant to the Company is being made as an inducement to the Company to achieve the Targets at the Facility.

The Company will use the Local Grant proceeds to offset the cost of utility extension work to service the Facility and the cost of the up-fit to the Facility.

**Section 4. Break-Even Point; State and Local Incentives.**

VEDP has estimated that the Commonwealth will reach its “break-even point” by the Performance Date. The break-even point compares new revenues realized as a result of the Capital Investment and New Jobs at the Facility with the Commonwealth’s expenditures on incentives, including but not limited to the GOF Grant. With regard to the Facility, the Commonwealth expects to provide incentives in the following amounts:

<u>Category of Incentive:</u>	<u>Total Amount</u>
GOF Grant	\$ 200,000
Virginia Jobs Investment Program (“VJIP”) (Estimated)	67,200

The Locality expects to provide the following incentives, as matching grants or otherwise, for the Facility:

<u>Category of Incentive:</u>	<u>Total Amount</u>
Local Grant	\$ 200,000

The proceeds of the GOF Grant shall be used for the purposes described in Section 3(a). The VJIP grant proceeds shall be used by the Company to pay or reimburse itself for recruitment and training costs. The proceeds of the Locality’s grant shall be used for the purposes described in Section 3(b).

**Section 5. Repayment Obligation.**

(a) *If Minimum Statutory Eligibility Requirements are Not Met:* Section 2.2-115 of the Virginia Code requires that the Company make a Capital Investment of at least \$5,000,000 in the Facility and create and Maintain at least 50 New Jobs at the Facility in order to be eligible for the GOF Grant. Failure by the Company to meet either of these minimum statutory eligibility requirements by the Performance Date shall constitute a breach of this Agreement and the entire amount of both Grants must be repaid by the Company to the Authority.

(b) *GOF Grant – If Minimum Statutory Eligibility Requirements are Met:* For purposes of repayment, the GOF Grant is to be allocated as \$100,000 (50%) for the Company’s Capital Investment Target and \$100,000 (50%) for its New Jobs Target. If the Company has met at least ninety percent (90%) of both of the Targets at the Performance Date, then and thereafter

the Company is no longer obligated to repay any portion the GOF Grant. If the Company has not met at least ninety percent (90%) of either or both of its Targets at the Performance Date, the Company shall repay to the Authority that part of the GOF Grant that is proportional to the Target or Targets for which there is a shortfall. For example, if at the Performance Date, the Capital Investment is only \$6,368,712 (60% of the Capital Investment Target) and only 42 New Jobs have been created and Maintained (50% of the New Jobs Target), the Company shall repay to the Authority forty percent (40%) of the moneys allocated to the Capital Investment Target (\$40,000) and fifty percent (50%) of the moneys allocated to the New Jobs Target (\$50,000).

(c) *Local Grant – If the Statutory Minimum Requirements are Met:* The following provisions of this subsection (c) apply only if the Company has met both of the minimum statutory eligibility requirements set forth in subsection (a). For purposes of repayment, the Local Grant is to be allocated as \$200,000 (100%) for the Company’s Capital Investment Target, as modified in the following provisions of this subsection (c).

For the purposes of the Local Grant, the Locality, the Authority and the Company have assumed that capital expenditures will be made in the Locality in the following categories of expenditures and in the following time frames:

Building Improvements:

Within 1 year:           \$ 709,295

New Equipment:

Within 2 years:           \$1,876,665

Within 3 years:           2,680,950

All Relocated Equipment (Being Transferred into the Locality; Value When Purchased):

Within 2 years:           \$11,150,553

Within 3 years:           \$15,929,361

Based upon these numbers, the Company will have made capital expenditures at the Facility (including the acquisition value of all relocated equipment) by the end of the second year of \$13,736,513 and by the end of the third year of \$19,319,606.

If by September 30, 2014, the Company has not made capital expenditures at the Facility (including the acquisition value of all relocated equipment) of at least \$10,989,201 (80% of \$13,736,513), a repayment of a portion of the Local Grant will be due from the Company to the Authority calculated by subtracting the percentage of the capital expenditures so made from 80%, then multiplying the difference by \$135,000. For example, if the Company has made such capital expenditures of \$10,302,385 (75% of \$13,736,513):  $80\% - 75\% = 5\% \times \$135,000 = \$6,750$  repayment.

If by the Performance Date, the Company has not made capital expenditures at the Facility (including the acquisition value of all relocated equipment) of at least \$19,319,606, a repayment of a portion of the Local Grant will be due from the Company to the Authority calculated by subtracting the percentage of the capital expenditures so made from 100%, then multiplying the difference by \$200,000, and subtracting one-half of any repayment made in accordance with the prior paragraph. For example, if the Company made 82% of its capital expenditures required by September 30, 2014, so owed no repayment in accordance with the prior paragraph, but made such capital expenditures at the Facility by the Performance Date of only \$17,387,645 (90% of \$19,319,606):  $100\% - 90\% = 10\% \times \$200,000 = \$20,000$  repayment. For a further example, if the Company owed a repayment as described in the prior paragraph of \$6,750 and made such capital expenditures by the Performance Date of only \$17,387,645 (90% of \$19,319,606):  $100\% - 90\% = 10\% \times \$200,000 = \$20,000 - \$3,375$  (1/2 of \$6,750) = \$16,625 repayment.

(d) *Determination of Inability to Comply:* Notwithstanding subsections (a), (b) or (c), if the Locality or VEDP shall determine at any time prior to the Performance Date (a "Determination Date") that the Company is unable or unwilling to meet and Maintain its Targets by and through the Performance Date, and if the Locality, the Authority or VEDP shall have promptly notified the Company of such determination, the Company must repay the entire amount of both Grants to the Authority. Such a determination will be based on such circumstances as a filing by or on behalf of the Company under Chapter 7 of the U.S. Bankruptcy Code, the liquidation of the Company, an abandonment of the Facility by the Company or other similar significant event that demonstrates that the Company will be unable or is unwilling to satisfy the Targets.

(e) *Repayment Dates:* ***Such repayment shall be due from the Company to the Authority within ninety days of the Performance Date or September 30, 2014 (as to subsection (c) above) or the Determination Date, as applicable.*** Any moneys repaid by the Company to the Authority hereunder shall be repaid by the Authority to the Locality. Any money repaid to the Locality allocable to the GOF Grant shall be repaid by the Locality promptly to VEDP for redeposit into the Governor's Development Opportunity Fund. The Locality and the Authority shall use their best efforts to recover such funds, including legal action for breach of this Agreement. Neither the Locality nor the Authority shall have any responsibility for the repayment of any sums hereunder unless said sums have been received by the Authority from the Company.

## **Section 6. Company Reporting.**

The Company shall provide, at the Company's expense, detailed verification reasonably satisfactory to the Locality, the Authority and VEDP of the Company's progress on the Targets. Such progress reports will be provided annually, starting at January 1, 2013 and covering the period through the prior September 30, and at such other times as the Locality, the Authority or VEDP may reasonably require.

With each such progress report, the Company shall report to VEDP the amount paid by the Company in the prior calendar year in Virginia corporate income tax. VEDP has represented

to the Company that it considers such information to be confidential proprietary information that is exempt from public disclosure under the Virginia Freedom of Information Act and that such information will be used by VEDP solely in calculating aggregate return on invested capital analyses for purposes of gauging the overall effectiveness of economic development incentives.

**Section 7. Notices.**

Any notices required or permitted under this Agreement shall be given in writing, and shall be deemed to be received upon receipt or refusal after mailing of the same in the United States Mail by certified mail, postage fully pre-paid or by overnight courier (refusal shall mean return of certified mail or overnight courier package not accepted by the addressee):

if to the Company, to:

Berryville Graphics, Inc.  
25 Jack Enders Blvd  
Berryville, VA 22611  
Attention: Mark Bone, General Manager

with a copy to:

Berryville Graphics, Inc.  
25 Jack Enders Blvd  
Berryville, VA 22611  
Attention: Blaine York, Controller

if to the Locality, to:

County of Clarke  
101 Chalmers Court, Suite B  
Berryville, VA 22611  
Attention: David Ash, County Administrator

with a copy to:

Robert T. Mitchell, Jr., County Attorney  
9 E. Boscawen St.  
Winchester, VA 22601

if to the Authority, to:

IDA of Clarke County, Virginia  
101 Chalmers Court, Suite B  
Berryville, VA 22611  
Attention: Jesse Russell, Economic  
Development Coordinator

with a copy to:

County of Clarke  
101 Chalmers Court, Suite B  
Berryville, VA 22611  
Attention: David Ash, County Administrator

if to VEDP, to:

Virginia Economic Development Partnership  
901 East Byrd Street, 19<sup>th</sup> Floor  
Post Office Box 798 (zip: 23218-0798)  
Richmond, Virginia 23219  
Attention: President and CEO

with a copy to:

Virginia Economic Development Partnership  
901 East Byrd Street, 19<sup>th</sup> Floor  
Post Office Box 798 (zip: 23218-0798)  
Richmond, Virginia 23219  
Attention: General Counsel

**Section 8. Miscellaneous.**

(a) *Entire Agreement; Amendments:* This Agreement constitutes the entire agreement among the parties hereto as to the GOF Grant and may not be amended or modified, except in

writing, signed by each of the parties hereto. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns. The Company may not assign its rights and obligations under this Agreement without the prior written consent of the Locality, the Authority and VEDP.

(b) *Governing Law; Venue:* This Agreement is made, and is intended to be performed, in the Commonwealth and shall be construed and enforced by the laws of the Commonwealth. Jurisdiction and venue for any litigation arising out of or involving this Agreement shall lie in the Circuit Court of the City of Richmond, and such litigation shall be brought only in such court.

(c) *Counterparts:* This Agreement may be executed in one or more counterparts, each of which shall be an original, and all of which together shall be one and the same instrument.

(d) *Severability:* If any provision of this Agreement is determined to be unenforceable, invalid or illegal, then the enforceability, validity and legality of the remaining provisions will not in any way be affected or impaired, and such provision will be deemed to be restated to reflect the original intentions of the parties as nearly as possible in accordance with applicable law.

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**IN WITNESS WHEREOF**, the parties hereto have executed this Performance Agreement as of the date first written above.

**COUNTY OF CLARKE, VIRGINIA**

By \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**INDUSTRIAL DEVELOPMENT  
AUTHORITY OF CLARKE COUNTY,  
VIRGINIA**

By \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**BERRYVILLE GRAPHICS, INC.**

By \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

# 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**

September 18, 2012

**DRAFT**

Mr. Martin J. Briley  
President and Chief Executive Officer  
Virginia Economic Development Partnership  
P.O. Box 798  
Richmond, Virginia 23218-0798

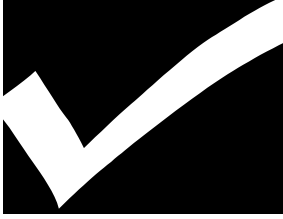
Dear Mr. Briley/Martin:

I am writing to request the release of the \$200,000 Governor's Opportunity Fund grant for Berryville Graphics, Inc. Therefore, in accordance with the payment procedures, a request is formally submitted for the release of these funds, and we certify the following:

1. Clarke County has taken the necessary steps to implement its commitment to the local financial participation as outlined in our Opportunity Fund application of June 1, 2012.
2. These funds will be expended only for those purposes outlined in the Opportunity Fund application of June 1, 2012.
3. All funds are expected to be obligated and spent by June 30, 2013.
4. Any funds not used will be returned to the Commonwealth.
5. A copy of the performance agreement between the locality and the company is attached to this letter.

Regards,

J. Michael Hobert, Chair



**Personnel Committee Meeting**  
**September 10, 2012, 9:30 AM**  
**Second Floor, Meeting Room AB**  
**Berryville/Clarke County Government Center**  
**101 Chalmers Court, Berryville, Virginia 22611**

*Item No.*

*Description*

**09/10/2012 Action: 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

**A. Expiration of Term for appointments expiring through December 2012.**

09/10/2012 Summary: A list of appointments expiring through December 2012 is provided for Committee review. At the meeting, the Personnel Committee reviewed the pending appointments through December 2012. No recommendations were made at the meeting.

**B. Appointments to Warren/Clarke County Microenterprise Assistance Program Management Team**

09/10/2012 Summary: As requested, recommendations for possible appointees will be available for review by the Personnel Committee. At the meeting, the Personnel Committee identified a number of potential appointees. No recommendations were made pending determination of willingness to serve.

8/13/2012 Summary: Clarke County is currently partnering with Warren County on a Microenterprise Assistance Program through a grant provided by the Virginia Department of Housing and Community Development. This program provides business development resources in the form of loans and technical support to low and moderate income individuals. People Incorporated, a nonprofit organization that specializes in small business assistance programs, will be responsible for administering the program in conjunction with Warren and Clarke Counties. One of the program requirements is the establishment of a Program Management Team. Further detail is provided in the August 8, 2012 memorandum from Brandon Stidham included in the packet.

During the meeting, the Personnel Committee discussed those appointments and is seeking recommendations from other Board members. Possible appointees would include bank employees familiar with loan processes, business development, and social program employees. The appointments would be for a fixed term of approximately two years with a limited number of meetings currently anticipated to be conducted quarterly with additional meetings required to process applications.

**C. County Attorney Position Review**

09/10/2012 Summary: The Personnel Committee will discuss options specific to the County Attorney position. At the meeting, the Personnel Committee discussed various options to fill the recently vacated County attorney position but deferred action pending Finance Committee review.

# Appointments by Expiration Through December 2012

			<i>Appt Date</i>	<i>Exp Date</i>	<i>Orig Appt Date:</i>
<i>October 2012</i>					
Clarke County Industrial Development Authority			4 Yr		
Armbrust	Wayne	Vice Chair	8/19/2008	10/30/2012	2/15/2004
Treasurer 2005 to 2011; Secretary 2006 to 2011					
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					
Pierce	Rodney		8/19/2008	10/30/2012	10/22/1999
10/30/04; Reappointment 9/21/04					
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					
<i>December 2012</i>					
Board of Septic & Well Appeals					
Caldwell	Anne	Planning Commission Vice Chair	1/1/2012	12/31/2012	
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.					
Ohrstrom, II	George	Planning Commission Chair	1/1/2012	12/31/2012	
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.					
Conservation Easement Authority			3 Yr		
Thomas	Walker	Fills unexpired term of Pat McKelvy	1/1/2011	12/31/2012	12/21/2010
Board of Directors 7 members, appointed by the BOS, to be comprised of 1 member from the BOS, 1 member from the PC and 5 Clarke County citizen members. At the first meeting of the BOS each calendar year, beginning the Board shall appoint 1 member from the membership of the BOS for a term of 1 year beginning Jan 1; 1 member from the Planning Commission for a 1 year term beginning May 1; and a member or members to fill expiring citizen member terms, for a term of three (3) years beginning Jan 1. Oath of Office Required.					
Engel	Peter		12/15/2009	12/31/2012	12/15/2009
Board of Directors 7 members, appointed by the BOS, to be comprised of 1 member from the BOS, 1 member from the PC and 5 Clarke County citizen members. At the first meeting of the BOS each calendar year, beginning the Board shall appoint 1 member from the membership of the BOS for a term of 1 year beginning Jan 1; 1 member from the Planning Commission for a 1 year term beginning May 1; and a member or members to fill expiring citizen member terms, for a term of three (3) years beginning Jan 1. Oath of Office Required.					
Northwestern Community Services Board					
Harris	Lucille		12/21/2010	12/31/2012	12/21/2010
Fills unexpired term of Kathleen Ruffo					
2 Clarke County Members; 2 Term Limit [AKA Chapter 10 Board]					

			<i>Appt Date</i>	<i>Exp Date</i>	<i>Orig Appt Date:</i>
Northwestern Regional Juvenile Detention Center Commission		4 Yr			
Wyatt	James		11/18/2008	12/20/2012	10/17/2000

1 Clarke County Member; 4-year term; 2 Term Limit

Parks & Recreation Advisory Board		1 Yr			
Trenary	Randy	School Board Representative	1/5/2012	12/31/2012	1/5/2012

(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.

		4 Yr			
Heflin	Dennis	White Post Rep	9/16/2008	12/31/2012	9/16/2008

(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.

Lichliter	Gary	Russell Rep	11/18/2008	12/31/2012	11/18/1997
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(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.

# Clarke County Committee Listing

			<i>Appt Date</i>	<i>Exp Date</i>
<i>Barns of Rose Hill Board of Directors</i>				3 Yr
Johnston	Bill		7/17/2012	12/31/2015
<i>Berryville Area Development Authority</i>				3 Yr
Boyles	Jerry	White Post	4/1/2012	3/31/2015
Ohrstrom, II	George	Russell	3/16/2010	3/31/2013
Smart	Kathy	White Post	3/20/2012	3/31/2014
<i>Berryville Area Development Authority Comprehensive Plan Committee</i>				Open-End
Hobert	J. Michael		1/7/2008	
McKay	Beverly		3/20/2012	
<i>Board of Septic &amp; Well Appeals</i>				4 Yr
Blatz	Joseph	Citizen Member	4/17/2012	2/15/2016
Caldwell	Anne	Planning Commission Vice Chair	1/1/2012	12/31/2012
Ohrstrom, II	George	Planning Commission Chair	1/1/2012	12/31/2012
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
Overbey	William		7/17/2012	7/15/2016
Pierce	Edwin Ralph		2/21/2012	12/15/2014
Willingham	J. Lyndon		5/18/2010	7/15/2014
<i>Board of Supervisors</i>				4 Yr
Byrd	Barbara J.	Russell	1/1/2012	12/31/2015
Hobert	J. Michael	Chair, Berryville District	1/1/2011	12/31/2015
McKay	Beverly	White Post District	1/1/2012	12/31/2015
Staelin	John	Millwood/Pine Grove	1/1/2012	12/31/2015
Weiss	David	Vice Chair - Buckmarsh/Blue Ridge	1/1/2012	12/31/2015
<i>Board of Supervisors Finance Committee</i>				1 Yr
Byrd	Barbara J.	BOS - Alternate	1/17/2012	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
Staelin	John	BOS - Appointed Member	1/17/2012	12/31/2012
Weiss	David	BOS - Alternate	1/17/2012	12/31/2012

## *Board of Supervisors Personnel Committee*

1 Yr

*Tuesday, September 04, 2012*

*Page 1 of 6*

			<i>Appt Date</i>	<i>Exp Date</i>
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
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
Carter	Paige	White Post	5/15/2012	5/31/2016
Fields	Betsy	Berryville District	5/15/2012	5/31/2016
Gilpin	Thomas T.	White Post	5/18/2010	5/31/2014
Hiatt	Marty	Buckmarsh/Blue Ridge	6/19/2007	5/31/2015
Nelson	Clifford	Russell/Planning Commission Rep	2/21/2012	4/30/2013
<i>Clarke County Industrial Development Authority</i>				4 Yr
Armbrust	Wayne	Vice Chair	8/19/2008	10/30/2012
Cochran	Mark		10/18/2011	10/30/2013
Frederickson	Allan	Secretary / Treasurer White Post	12/15/2009	10/30/2013
Jones	Paul	Russell District	5/15/2012	10/30/2015
Juday	David	Chair	12/21/2010	10/30/2014
Pierce	Rodney		8/19/2008	10/30/2012
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
Daisley	Shelley		7/17/2012	4/15/2016
Foster	Nancy		4/17/2012	4/15/2016
Kalbian	Maral		4/19/2011	4/15/2015
Meeks	Robert B.		4/19/2011	4/15/2015
Zinman	Maxine		4/19/2011	4/15/2015
<i>Clarke County Litter Committee</i>				1 Yr
Staelin	John	BOS - Liaison	1/17/2012	12/31/2012

*Tuesday, September 04, 2012*

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			<i>Appt Date</i>	<i>Exp Date</i>
Teetor	Alison	Staff Rep		
<i>Clarke County Planning Commission</i>				4 Yr
Bouffault	Robina Rich	White Post / Greenway	5/15/2012	4/30/2016
Brumback	Clay	White Post / Greenway	6/15/2010	4/30/2014
Caldwell	Anne	Millwood / Chapel; Vice Chair	4/21/2009	4/30/2013
Kreider	Scott	Buckmarsh / Battletown	5/15/2012	4/30/2016
McFillen	Thomas	Berryville / Berryville	5/1/2010	4/30/2014
Nelson	Clifford	Russell / Longmarsh	3/17/2009	4/30/2013
Ohrstrom, II	George	Russell / Longmarsh; Chair	4/19/2011	4/30/2015
Staelin	John	BOS - Appointed Member	1/17/2012	12/31/2012
Steinmetz, II	William	Berryville / Berryville	5/15/2012	4/30/2016
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.	White Post District Member	12/15/2009	1/5/2014
Jones	Harry C.	Secretary/Treasurer	7/17/2012	6/30/2016
Legge	Michael	Staff Representative		
Mackay-Smith, Jr.	Alexander	Vice Chair	12/15/2009	1/5/2013
Myer	Joe	Town of Boyce	2/21/2012	1/5/2016
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	

*Tuesday, September 04, 2012*

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			<i>Appt Date</i>	<i>Exp Date</i>
<i>Economic Development Advisory Committee</i>				4 Yr
Barb	Jim	Real Estate Rep, Business Owner	11/17/2009	12/31/2013
Conrad	Bryan H.	Agriculture, Fire & Rescue	1/1/2011	12/31/2014
Dunkle	Christy	Town of Berryville Rep	2/21/2012	12/31/2015
Hillerson	Jay	Business Owner	9/15/2009	12/31/2013
Milleson	John R.		8/16/2011	12/31/2014
Myer	Dr. Eric	Agriculture Rep, Business Owner	1/1/2011	12/31/2014
Pritchard	Elizabeth	Hospitality Industry	7/17/2012	8/31/2016
Staelin	John	BOS - Appointed Member	1/17/2012	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
Daniel	William		7/1/2012	6/30/2016
<i>Lord Fairfax Emergency Medical Services Council</i>				3 Yr
Burns	Jason	Career Representative	7/17/2012	6/30/2015
Coffelt	Lee	Career Representative	9/27/2011	6/30/2014
Wagaman	Julie	Medical Professional	6/30/2010	6/30/2013
<i>Northern Shenandoah Valley Regional Commission</i>				1 Yr
McKay	Beverly	BOS - Appointed Member	1/17/2012	12/31/2012
Staelin	John	BOS - Alternate	1/17/2012	12/31/2012
Stidham	Brandon	Staff Representative	6/19/2012	1/31/2013
<i>Northwestern Community Services Board</i>				3 Yr
<i>Tuesday, September 04, 2012</i>				<i>Page 4 of 6</i>

			<i>Appt Date</i>	<i>Exp Date</i>
Harris	Lucille		12/21/2010	12/31/2012
Stieg, Jr.	Robert		3/20/2012	12/31/2014
<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 &amp; 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 &amp; 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
Rhodes	Emily	Buckmarsh	2/21/2012	12/31/2015
Sheetz	Daniel A.	Berryville	5/18/2010	12/31/2013
Trenary	Randy	School Board Representative	1/5/2012	12/31/2012
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		7/17/2012	6/30/2016
Weiss	David	BOS - Liaison	1/17/2012	12/31/2012
<i>Shenandoah Area Agency on Aging, Inc.</i>				4 Yr
Edwards, Jr.	James N.		9/1/2012	9/30/2016
Hudson	John		8/17/2010	9/30/2014

*Tuesday, September 04, 2012*

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*Shenandoah Valley Chief Local Elected Officials Consortium*

Ash                      David L.                      BOS Designee for Chief Elected Official

4 Yr

*The 150th Committee*

Al-Khalili	Adeela	Clarke County African-American Cultural Center / Josephine Community Museum	1/18/2011	12/31/2015
Davis	Dorothy	Clarke County African-American Cultural Center / Josephine Community Museum	1/18/2011	12/31/2015
Heder	Terence	Shenandoah Valley Battlefields Foundation	1/18/2011	12/31/2015
Kalbian	Maral	Community Representative	1/18/2011	12/31/2015
Lee	Jennifer	Clarke County Historic Museum Representative	1/18/2011	12/31/2015
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

## Warren, Clarke get business help

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September 5, 2012

By Star Traylor

The Winchester Star

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**FRONT ROYAL** — A new grant program in Warren and Clarke counties will give small business entrepreneurs the chance to apply for loans even if they have been denied by traditional lenders.

The Warren County Board of Supervisors Tuesday appointed seven people to its Microenterprise Management Team, which will consider loan requests from county business people for up to \$35,000.

Warren and Clarke counties received a \$120,000 Community Development Block Grant (CDBG) through the Virginia Department of Housing and Community Development to create jobs for low- or moderate-income individuals.

Loan applications will be administered through People Inc., an Abingdon-based organization with an office in Woodstock.

People Inc. is a community action agency that provides services to low- to moderate-income people. The organization is matching the CDBG grant, with a goal of making at least 15 loans totaling \$240,000 and creating at least 20 jobs in Warren and Clarke counties within two years.

Stephanie Lillard, business development manager for People Inc. Financial Services, said 17 small business loans have been given out in Page and Shenandoah counties through the same program.

Lillard said the program aims to help business owners and startups who can't get a loan from a traditional lender.

"A lot of times, the reason they're denied is that, in the past few years, it has just not been a healthy climate to start a new business," Lillard said. "The idea behind this is that it's kind of giving folks a second chance, an opportunity they wouldn't get through traditional lending."

Even those with good credit can be denied business loans without enough equity, she said.

"At People Inc., we're able to be a little more flexible in our requirements," Lillard said.

One of the loans through the program in Page County went to The Looking Glass salon and was used to expand the business, adding two full-time jobs and one part-time position, Lillard said.

The Microenterprise Management Team will set the interest rates for loans offered through the program. In the past, the teams set the rates at the prime rate plus 3 percentage points, which would be an interest rate of 6.25 percent, Lillard said.

As clients repay the loans, the money goes back into the People Inc. program, enabling more loans to be made within participating counties.

The Warren County Board of Supervisors appointed the following people to the Microenterprise Management Team: Byron Pitts, C. Douglas Rosen, Debra Morfitt, Nicole Foster, Douglas Stanley, Brandy Rosser and Jennifer McDonald.

The Clarke County Board of Supervisors will appoint its team members Sept. 18. The team will meet quarterly for updates and more often by teleconference or video conference if necessary.

Attending Tuesday's meeting at the Warren County Government Center were Chairman Archie Fox, Linda Glavis, Tony Carter, Richard Traczyk, Daniel Murray and Warren County Administrator Douglas Stanley.

— Contact Star Traylor at [straylor@winchesterstar.com](mailto:straylor@winchesterstar.com)

## **Assistant Commonwealth's Attorney/County Attorney**

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### **General Definition of Work**

Under minimal supervision, performs professional work advising the Board of Supervisors, County Administration, County constitutional officers, and various departments, boards, commissions, agencies and officers of the County on legal matters, representing them in court when necessary. Employee is responsible for reviewing and/or approving contracts, deeds leases, etc., on behalf of County; advising on issues with legal implications, as necessary. Employee must exercise considerable initiative and independent judgment in various phases of work. Reports to the Board of Supervisors

### **Qualification Requirements**

To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required.

### **Essential Functions**

- Assisting with routine review of legal questions regarding FOJA requests and Open Meetings laws.
- Reviewing and/or preparing leases, contracts, and other documents
- Assisting with procurement issues and contracts
- Advising on employment and personnel policies and actions
- Reviewing and/or drafting new or revised ordinances
- Insuring that new ordinances are added and appropriately codified in the County Code
- Assisting public officials and employees with advice and instruction on proper and effective enforcement of laws, ordinances and regulations
- Reviewing and revising form letters violation notices and compliance letters for accurate and enforceable language correcting violations of county ordinances and regulations.
- Assisting County Boards and Agencies such as the IDA and the easement authority with miscellaneous research and preparation of deeds, contracts, etc.

## **Assistant Commonwealth's Attorney/County Attorney**

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- Assisting in payroll and benefits administration in matters such as deferred compensation, Flexible Spending Accounts, COBRA, HIPPA compliance, workmen's compensation and unemployment.
- Providing technical assistance and advice in the use of consultants and advisors retained by the County to provide specialized expertise or knowledge in activities outside the usual scope and/or customary activities of County staff.
- Perform other related duties as required.

### **Knowledge, Skills and Abilities**

- Professional knowledge of civil, criminal, constitutional, administrative, contractual, real estate, tax, and civil rights laws.
- Considerable knowledge of modern legal practices relating to governmental law and its application to County governments in Virginia; and extensive knowledge of the philosophy and principles of courtroom protocol, conduct, and techniques.
- Exceptional oral and written communications skills; providing brief, concise, and definitive legal opinions.
- Confidentiality; good and mature judgment.
- Knowledge and ability in the principles of psychology and sociology to facilitate the effective outcome of the purpose of legal counsel in a public environment, providing a positive image of the County.
- Ability to independently conduct legal research, formulate effective legal strategies, respond to and follow up on requests for assistance.
- Outstanding ability to maintain a harmonious working relationship with the Board of Supervisors, County Administrator, other employees, officials and the public.
- Ability to operate personal computers and related software packages, hardware and peripheral equipment.

### **Education and Experience**

Juris Doctorate with coursework in criminal and municipal, or related field and 6 to 10 years experience in criminal and municipal law process and procedures, or equivalent combination of education and experience.

### **Physical Requirements**

## **Assistant Commonwealth's Attorney/County Attorney**

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This work requires the occasional exertion of up to 10 pounds of force; work regularly requires speaking or hearing, frequently requires standing and sitting and occasionally requires walking, reaching with hands and arms and lifting; work requires close vision; vocal communication is required for expressing or exchanging ideas by means of the spoken word and conveying detailed or important instructions to others accurately, loudly or quickly; hearing is required to perceive information at normal spoken word levels and to receive detailed information through oral communications and/or to make fine distinctions in sound; work requires preparing and analyzing written or computer data and observing general surroundings and activities; work has no exposure to environmental conditions; work is generally in a moderately noisy location (e.g. business office, light traffic).

### **Special Requirements**

Eligibility to practice law in the Commonwealth of Virginia and possession of all other qualifications as prescribed by State Statute. Member of Virginia State Bar.



MEMORANDUM

TO: David Ash, County Administrator  
FROM: Archana J. McLoughlin, Assistant Commonwealth's Attorney  
RE: Funding and Duties

This is to memorialize the understanding division of time of the Assistant Commonwealth's Attorney position. It is understood that the salary for this position is funded for duties as a prosecutor and for work on County matters. The current funding for this position is derived in the following manner:

Compensation Board:	\$12,495	(21%)
V-Stop Grant	19,570	(33%)
County of Clarke	<u>27,935</u>	(46%)
	\$60,000	(100%)

In an effort to appropriate equal time to the respective funding sources, it will be my goal to devote an average of seventeen (17) hours per week to Clarke County matters.

As we discussed in our meeting October 31, 2006, the goal of dividing time between the duties will be flexible as the demands of one duty or another require more immediate or acute attention. However, when assessed over a period of a month or a year, the time spent on Clarke County matters should be close to the proposed allotment.

As the duties as a prosecutor will be more visible (due to court appearances, etc.) than the work performed for the County, this office will document the work performed for the County on a log sheet, comparable to the one attached. This sheet will be submitted on a monthly basis to your office.

I believe that this proposal accurately reflects the discussions in our October 31 meeting. If this Memorandum meets with your approval as drafted, please indicate by endorsing same. However, if there are other matters that need to be addressed, please let me know.

Respectfully,

Seen and agreed:

  
Archana Jesudian McLoughlin

\_\_\_\_\_  
David L. Ash



**Board of Supervisors Work Session**  
**September 10, 2012 10:00 am**  
**Second Floor, Meeting Room AB**  
**Berryville/Clarke County Government Center**  
**101 Chalmers Court, Berryville, Virginia 22611**

*Item  
No.*

*Description*

**A. Lewisville Road Update Only**

09/10/2012 Summary: Via email on 8/21, Supervisor Byrd requested Ed Carter, VDOT, meet with her to do a drive down Lewisville Road to get his opinion on the possibility of a lowered speed limit. On 9/7, Ed Carter advised that Lewisville Road is on Traffic Engineering's 9/12 schedule for review.

**B. Closed Session**

09/10/2012 Summary: Closed Session is planned pursuant to Va. Code §2.2-3711(A)(29) for discussion of contract negotiations.

At the meeting, **Supervisor Staelin moved to convene into Closed Session pursuant to §2.2-3711-(A)(29) for discussion of bargaining position and negotiating strategy concerning contracts involving the expenditure of public funds. The motion carried as follows:**

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

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

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

**and 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

Item  
No.

Description

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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	- Absent
John R. Staelin	- Aye
David S. Weiss	- Aye

No action was taken on matters discussed in Closed Session.

**C. Comprehensive Plan Update Consultant RFP Update**

09/10/2012 Summary: Brandon Stidham provided an update on the Comprehensive Plan Update Consultant RFP. The Supervisors instructed Mr. Stidham to proceed with the RFP and to work with Mr. Judge to determine the legality and advisability of including non-binding cost estimates.

**D. Results of Pesticide Sampling – Report Only**

9/10/2012 Summary: Included in the packet is the August 8, 2012 Results of Pesticide Sampling Report by Alison Teetor.

REQUEST FOR PROPOSALS  
CLARKE COUNTY, VIRGINIA



RFP # 12-1002

COMPREHENSIVE PLAN UPDATE

DUE TUESDAY, OCTOBER 02, 2012  
AT 3:00 P.M.

REQUEST FOR PROPOSALS  
CLARKE COUNTY, VIRGINIA

RFP 12-1002

COMPREHENSIVE PLAN UPDATE

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- I. INTRODUCTION
- II. PROPOSAL INQUIRIES
- III. REQUIREMENTS
- IV. SPECIAL INSTRUCTIONS
- V. SCOPE OF WORK
- VI. EVALUATION CRITERIA
- VII. SUBMITTALS REQUIRED

ATTACHMENT A- REFERENCE FORM

ATTACHMENT B- COMPLIANCE WITH VIRGINIA LAW FOR TRANSACTING  
BUSINESS IN VIRGINIA

ATTACHMENT C- COUNTY OF CLARKE GENERAL TERMS AND CONDITIONS

PUBLIC NOTICE  
REQUEST FOR PROPOSALS  
RFP #12-1002  
COMPREHENSIVE PLAN UPDATE

The purpose of this Request for Proposal (RFP) is to solicit proposals from qualified firms that are capable of providing economic development consulting services to support Clarke County's effort to update its Comprehensive Plan and Implementing Component Plans.

All questions shall be done in writing via email to Mr. Brandon Stidham, Director of Planning and Mr. Mike Legge, Purchasing Manager. Mr. Stidham's email is [bstidham@clarkecounty.gov](mailto:bstidham@clarkecounty.gov) and Mr. Legge's email address is [mlegge@clarkecounty.gov](mailto:mlegge@clarkecounty.gov).

Sealed proposals shall be clearly marked, "RFP #12-1002, COMPREHENSIVE PLAN UPDATE" and must be received in the Clarke County Purchasing Office by 3:00 P.M., Tuesday, October 2, 2012, at which time they will be publicly recorded. Proposals received after this time will not be accepted.

Proposal documents are available at Clarke County Purchasing Office, 129 Ramsburg Lane, Berryville, VA 22611, 540-955-5185, by email at [mlegge@clarkecounty.gov](mailto:mlegge@clarkecounty.gov), or on-line at [www.clarkecounty.gov](http://www.clarkecounty.gov) and [www.clarke.k12.va.us](http://www.clarke.k12.va.us).

Each vendor must be an Equal Opportunity Employer as defined by Federal and State Law.

Clarke County reserves the right to reject any and all proposals, to waive informalities, and to negotiate with the successful bidder(s).

Thomas J. Judge  
Director of Joint Administrative Services

REQUEST FOR PROPOSALS  
CLARKE COUNTY, VIRGINIA  
RFP #12-1002

CLARKE COUNTY COMPREHENSIVE PLAN UPDATE

I. INTRODUCTION

A. PURPOSE

The purpose of this Request for Proposal (RFP) is to solicit proposals from qualified firms that are capable of providing economic development consulting services to support Clarke County's (herein known as "County) effort to update its Comprehensive Plan and Implementing Component Plans.

B. BACKGROUND

Clarke County, Virginia is a rural jurisdiction located in the Northern Shenandoah Valley adjacent to Warren, Frederick, Loudoun, and Fauquier Counties in Virginia and Jefferson County in West Virginia. The County is relatively small in area (178 square miles) and population (14,034) and contains two incorporated towns – Berryville and Boyce. While the County does not have direct access to an interstate highway, it is bisected by Federal (US Routes 340, 522, and 17/50) and State (VA Route 7) primary highways.

The County's current Comprehensive Plan was last updated and readopted in 2007. The Plan format consists of a base plan document and nine topic-specific master plans, or Implementing Component Plans. The County's approach with the current review project is to update and readopt the base plan by mid-2013, then work on updating the Implementing Component Plans using the guidance provided in the revised base plan. The Towns of Berryville and Boyce maintain separate comprehensive plans with Berryville currently in the process of reviewing and updating their plan. Clarke County and Berryville share maintenance of a master plan (Berryville Area Plan) for growth areas to be annexed by the Town – this Plan is also in the process of being updated.

One of the objectives of the current review will be to evaluate and adopt economic development strategies that are consistent with Clarke County's approach to growth management and land use decision-making. The County has been very successful in preserving agricultural land and open space and focusing growth into the incorporated Towns and villages, due primarily to the unique "sliding scale zoning" system that was implemented in 1980. In recent years, the County has also benefited from a successful conservation easement program that has resulted in approximately 20% of the County's total area being placed in permanent easement.

The County does not expect dramatic changes to the land use strategies with this update project but is interested in exploring innovative, “outside of the box” approaches to economic development at or near the County’s public infrastructure – the Towns and intersections of major primary routes (including Waterloo and Double Tollgate). Any strategies that are proposed, however, must be consistent with and complement the County’s existing land use policies and strategies.

## II. PROPOSAL INQUIRIES

- A. All questions shall be done in writing via email to Mr. Brandon Stidham, Director of Planning and Mr. Mike Legge, Purchasing Manager.
- B. Mr. Stidham’s email is [bstidham@clarkecounty.gov](mailto:bstidham@clarkecounty.gov) and Mr. Legge’s email address is [mlegge@clarkecounty.gov](mailto:mlegge@clarkecounty.gov).
- C. Questions will either be answered directly via an email or through an addendum. See section “IV:5 Addenda” for more information

## III. REQUIREMENTS

### A. Consultant Credentials

- 1. Consultant credentials shall include credible industry experience and knowledge.
- 2. Consultant shall be independent of any business or person that may materially benefit from recommendations.
- 3. The consultant shall have some professional education and experience, carry appropriate errors and omissions insurance to cover advice he/she gives, and should have wide industry affiliations with which to work.
- 4. The successful respondent will be able to articulate in writing and in discussions with the interview panel a scope of work that demonstrates innovation and a clear understanding of Clarke County’s approach to land use decision-making and land preservation.
- 5. The respondent should also have knowledge of the economics of development in our region (including the cost of building out utilities) so as to ensure that all proposed solutions will be economically successful for both the developer and the County.



## B. Reimbursable Expenses

1. The selected consultant shall assume all travel and transportation expenses for its employees.
2. The consultant shall assume all communications expenses for its employees, including phone tolls, postage, etc.

## IV. SPECIAL INSTRUCTIONS

1. Copies of the RFP are available at the Clarke County Purchasing Office, 129 Ramsburg Lane, Berryville, VA 22611. Phone (540) 955-5185. The RFP can also be seen and downloaded on-line at [www.clarkecounty.gov](http://www.clarkecounty.gov), by clicking on current solicitations.
2. Sealed Proposals shall be clearly marked, "RFP 12-1002, COMPREHENSIVE PLAN UPDDATE" and must be received in the Clarke County Purchasing Office (129 Ramsburg Lane, Berryville, VA 22611) by 3:00 P.M. (local prevailing time), Tuesday, October 2, 2012, at which time they will be publicly recorded. Proposals received after this time will not be accepted. The official time will be determined by the clock in the Purchasing Office.
3. Each vendor must submit one (1) original and seven (7) copies (total of 8) of all requested Proposal components. Original shall be marked as such.
4. Clarke County reserves the right to reject any and all proposals, to waive informalities, and to negotiate with the successful contractor(s).
5. Addenda
  - a. Addenda will be posted on line at [www.clarkecounty.gov](http://www.clarkecounty.gov) and mailed or delivered to all that are known by the issuing office to have received a complete set of Bid Documents or to all those in attendance at a mandatory pre-bid conference, if applicable.
  - b. The County will attempt to notify all vendors that are known to have a complete set of Proposal Documents; however, it is ultimately the responsibility of each company to check the County website ([www.clarkecounty.gov](http://www.clarkecounty.gov), business, current solicitations) for addendums.
  - c. Copies of Addenda will be made available for inspection wherever Bid Documents are on file for that purpose.

- d. No Addenda will be issued later than two days prior to the date of receipt for Bids except an Addendum withdrawing the Invitation for Bids or one that includes postponement of the date of receipt for Bids.
- e. Each Bidder shall ascertain before submitting a Bid how many Addenda, if any, were issued.
- f. Each Bidder shall certify on the Bid Response Form the number of additional Addenda received.

V. SCOPE OF WORK

- A. The selected consultant will work with Planning Department staff and the Planning Commission on the base plan document and relevant Implementing Component Plans.
- B. The selected consultant will also be responsible for developing a work plan to address the following needs:
  - 1. Review and evaluate the County's current planning documents and previous economic development/infrastructure needs as they pertain to current economic conditions.
  - 2. Evaluate existing and proposed objectives and policies in the base plan document and recommend new or amended language pertaining to economic development.
  - 3. Work with Planning Staff to facilitate development of a draft economic development strategic plan for consideration as a new Implementing Component Plan.
  - 4. Facilitate development of specific economic development strategies in key Implementing Component Plans. At a minimum, the strategies should complement the County's approach to land use decision-making and should include realistic recommendations given the County's current and future infrastructure capacities.
  - 5. Attend all relevant meetings throughout the project and provide technical support pertaining to economic development as needed.
- C. Expected deliverables include, at a minimum, formal outlines and reports to address the work items listed above.
- D. The County anticipates a one-year time frame to complete the review and adoption of the base plan document and eighteen-months to two-years to complete the review and adoption of an economic development strategic plan and

other relevant Implementing Component Plans. The County will attempt to expedite the review and update of Component Plans that require economic development recommendations.

E. The selected respondent should be prepared to begin work on this project on November 1, 2012.

## VI: EVALUATION CRITERIA

- A. Responses will be judged according to the following weighted criteria:
1. Quality of proposal – 50 %
  2. Demonstrated experience with similar economic development strategic planning projects in other localities – 20%
  3. Demonstrated understanding of Clarke County’s attributes including approach to land-use decision-making and land preservation – 20%
  4. Proximity of offices and staff to Clarke County including proposed availability for meetings- 10%
- B. After the proposals are scored, the County may decide to interview two to four firms that are ranked the highest after scoring them based on the aforementioned evaluation criteria. If interviews are deemed necessary, the firm’s presentation and interview skills may be a part of the overall evaluation process.
- C. After the firms are ranked, the County will negotiate a contract that will include pricing information, most likely an hourly labor rate most likely with a “do-not exceed number of hours without further approval” type of cap. If the County is not able to negotiate a contract with the highest ranked firm, the County will proceed with negotiating with the second highest ranked firm.

## VII. SUBMITTALS REQUIRED

- A. Statement of Credentials of the firm, and the specific individuals of the firm that will be assigned to this task. Please include education and experience of the specific individuals of the firm that will be assigned to this task.
- B. Attachment A. Listing of client references including names and phone numbers. This listing should contain clients with whom the consultant has worked directly in the last five (5) years. It is preferred that references be in the Commonwealth of Virginia, if possible.

- C. A copy of one (1) similar study performed for another client, preferably for a similar-sized County.
- D. Certificate of Insurance.
- E. Attachment B; Compliance with Virginia Law for Transacting Business in Virginia.

Per § 2.2-4311.2 of the Virginia Public Procurement Act, any contractor/vendor organized as a stock or nonstock corporation, limited liability company, business trust, or limited partnership or registered as a registered limited liability partnership must be authorized to transact business in the Commonwealth of Virginia as a domestic or foreign business entity if so required by Title 13.1 or Title 50 or as otherwise required by law.

Vendors submitting a bid/proposal shall include the identification number that was issued to them by the State Corporation Commission. Any vendor that is not required to be authorized to transact business in the Commonwealth as a foreign business entity under Title 13.1 or Title 50 or as otherwise required by law shall include in its quote a statement describing why the vendor is not required to be so authorized.

- F. Payment and Performance bonds will not be required.

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**REQUEST FOR PROPOSAL**  
**CLARKE COUNTY, VIRGINIA**  
**RFP # 12-1002**

I. Attachment A - Reference Form

This form must be completed and returned as part of your proposal packet. Offerors shall provide the following references for four (4) most recent similar projects/jobs within Virginia.

CONTRACTOR'S NAME \_\_\_\_\_

RFP #  
12-1002

1. FIRM NAME	
CONTACT PERSON	TITLE
STREET ADDRESS, CITY, STATE, ZIP	
TELEPHONE	FAX
SPECIFIC INFORMATION	
2. FIRM NAME	
CONTACT PERSON	TITLE
STREET ADDRESS, CITY, STATE, ZIP	
TELEPHONE	FAX
SPECIFIC INFORMATION	
3. FIRM NAME	
CONTACT PERSON	TITLE
STREET ADDRESS, CITY, STATE, ZIP	
TELEPHONE	FAX
SPECIFIC INFORMATION	
4. FIRM NAME	
CONTACT PERSON	TITLE
STREET ADDRESS, CITY, STATE, ZIP	
TELEPHONE	FAX
SPECIFIC INFORMATION	



CLARKE COUNTY  
DEPARTMENT OF JOINT ADMINISTRATIVE SERVICES  
PURCHASING DEPARTMENT

129 Ramsburg Lane  
Berryville, VA 22611  
Phone (540) 955-5185 Fax (540) 955-0456

**ATTACHMENT B:**  
**Compliance with Virginia Law for Transacting Business in Virginia.**

The undersigned hereby agrees, if this Bid/Proposal is accepted by Clarke County, for such services and/or items that the undersigned has met the requirements of the Virginia Code Section 2.2-4311.2

Please complete the following by checking the appropriate line that applies and providing the requested information:

A. \_\_\_\_\_ Bidder/offeror is a Virginia business entity organized and authorized to transact business in Virginia by the SCC and such bidder's/offeror's Identification Number issued to it by the SCC is \_\_\_\_\_.

B. \_\_\_\_\_ Bidder/offer is an out-of-state (foreign) business entity that is authorized to transact business in Virginia by the SCC and such bidder's/offeror's Identification Number issued to it by the SCC is \_\_\_\_\_.

C. \_\_\_\_\_ Bidder/offeror does not have an Identification Number issued to it by the SCC and such bidder/offeror is not required to be authorized to transact business in Virginia by the SCC for the following reason(s):

**Please attach additional sheets of paper if you need to explain why such bidder/offeror is not required to be authorized to transact business in Virginia.**

\_\_\_\_\_  
Legal Name of Company (as listed on W-9)

\_\_\_\_\_  
Legal Name of Bidder/Offeror

\_\_\_\_\_  
Date

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Print or Type Name and Title

ATTACHMENT C:  
COUNTY OF CLARKE GENERAL TERMS AND CONDITIONS

These General Terms and Conditions are required for all sealed and unsealed written solicitations issued by the County of Clarke. The County of Clarke includes the Clarke County Board of Supervisors and General Government, the Clarke County School Board and School System, and all other agencies, boards, and commissions under the fiscal direction of the Clarke County Board of Supervisors.

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- A. **COMPETITION INTENDED:** It is Clarke County’s intent that this document permits competition. It shall be the prospective bidder’s responsibility to advise the Director of Joint Administrative Services in writing if any language requirements, specifications, etc., or any combinations thereof, inadvertently restrict or limit the requirements stated in this document to a single source. The Director of Joint Administrative Services must receive such notification not later than ten (10) calendar days prior to the date set for the bids to close.
- B. **INQUIRIES:** If any prospective bidder has questions about the specifications or other solicitation documents, the prospective bidder shall contact the Director of Joint Administrative Services, no later than seven (7) days before the due date.

Any changes after the bid is advertised will be official only when submitted in writing and signed by the Director of Joint Administrative Services.

Any and all changes will be made by addendum and sent to all recorded holders of the bid documents.

All addenda issued will become part of the bid.

For a list of specific persons available to discuss this bid, see Points of Contact.

- C. **INCONSISTENCY IN PROVISIONS:** In the event there are inconsistencies between the General Terms and Conditions and any other schedules contained herein, the first shall govern.
- D. **COOPERATIVE PURCHASING:** It is the desire of Clarke County that all other jurisdictions be allowed to “ride the bid” and enter in to a contract with any successful Contractor chosen by Clarke County, based on mutual agreement between successful Contractor(s) and other jurisdiction(s).

If this bid is used as a cooperative IFB issued by Clarke County, the following would apply:

1. Clarke County is acting as the “Contracting Agent” for the jurisdictions concerned and shall not be held liable for any costs, damages, etc., incurred by any other jurisdiction.
2. Each jurisdiction will execute its own purchase orders with the Contractor(s) and be invoiced accordingly, in accordance with each jurisdiction’s purchasing policy and procedures.
3. For copies of other jurisdictions’ terms and conditions, Contractor must contact them.

- E. **ETHICS IN PUBLIC CONTRACTING:** The provisions contained in Article 6 of the Virginia Public Procurement Act (VPPA) as set forth in the 1950 Code of Virginia, as amended, shall be applicable to all contracts solicited or entered in to by Clarke County. A copy of these provisions may be obtained from the Director of Joint Administrative Service upon request.

By submitting their bids, all bidders certify that their bids are made without collusion or fraud and that they have not offered or received any kickbacks or inducements from any other bidder, supplier, manufacturer or Subcontractor in connection with their bid, and that they have not conferred to any public employee having official responsibility for this procurement transaction any payment, loan, subscription, advance, deposit of money, services or anything of more than nominal value, present or promised, unless consideration of substantially equal or greater value was exchanged.

The provisions referenced above supplement, but do not supersede, other provisions of law including, but not limited to, the Virginia Conflict of Interest Act (§2.2-3100 et. Seq.). The provisions apply notwithstanding the fact that the conduct described may not constitute a violation of the Virginia Conflict of Interests Act. To the extent that violations of the ethical standards of conduct constitute violations of the Code of Virginia, they shall be punishable as provided therein. Such sanctions shall be in addition to the civil remedies set forth.

By entering into a contract, the bidder conveys, sells, assigns, and transfers to Clarke County, all rights, title and interest in and to all causes of the action it may now have or hereafter acquire under the anti-trust laws of the United States and the Commonwealth of Virginia, relating to the particular goods or services purchased or acquired by Clarke County, under said contract.

Consistent and continued tie bidding could cause rejection of bids by Clarke County and/or investigation for anti-trust violations.

- F. **TAX-EXEMPT STATUS:** Since municipalities and school districts are exempt from all direct federal and state taxes, Clarke County is tax-exempt and will provide a tax-exempt certificate upon request.
- G. **APPLICABLE LAWS AND COURTS:** This solicitation and any resulting contract shall be governed by the laws of the Commonwealth of Virginia. All Court proceedings shall be held in the Commonwealth of Virginia. The contractor shall comply with all applicable federal, state and local laws, rules, ordinances, and regulations.



- H. FIRM BID PRICING: Clarke County requires the bid price remains firm for ninety (90) days after date of the bid opening, during which period bids may not be withdrawn. "Discount from list" bids are not acceptable unless requested.
- I. TIE BIDS: The Joint Administrative Services Department and all other departments of Clarke County making purchases of services, supplies, material or equipment, shall, in making purchases of same, give preference to services, supplies, material or equipment sold by Clarke County and the State of Virginia vendors, in that order, in all cases of tie bids, quality and service being equal.
- J. ANTI-DISCRIMINATION: Every individual or firm bidding must be an Equal Opportunity Employer as defined by federal law and the Code of Virginia, Virginia Public Procurement Act as amended: "Section 2.2-4311, Employment Discrimination by Contractor Prohibited" which reads:

All public bodies shall include in every contract of more than \$10,000 the following provisions:

1. During the performance of this contract, the contractor agrees as follows:
  - a. The contractor will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, age, disability, or other basis prohibited by state law relating to discrimination in employment, except where there is a bona fide occupational qualification reasonably necessary to the normal operation of the contractor. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.
  - b. The contractor, in all solicitations or advertisements for employees placed by or on behalf of the contractor, will state that such contractor is an equal opportunity employer.
  - c. Notices, advertisements and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient for the purpose of meeting the requirements of this section.
2. The contractor will include the provisions of the foregoing paragraphs a, b and c in every subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

K. IMMIGRATION REFORM AND CONTROL ACT OF 1986: By submitting their bids, bidders certify that they do not and will not during the performance of this contract employ illegal alien workers or otherwise violate the provisions of the Federal Immigration Reform and Control Act of 1986.

L. DEBARMENT STATUS: By submitting a bid, the bidder certifies that they are not currently debarred by the Federal Government, Commonwealth of Virginia, or by any City, Town, or County from submitting bids or proposals on contracts for the type of goods and/or services covered by this solicitation, nor are they an agent of any person or entity that is currently so debarred.

M. RESPONSE FORM PROCEDURES:

1. Response Forms must be signed and received at the Purchasing Office, before the opening hour.
2. Sealed Bids and Sealed Proposals offered by fax and or telephone will not be accepted.
3. Quotes offered by fax will be accepted; however, telephone quotes will not be accepted.
4. All Response Forms delivered in person must be delivered to the Purchasing Office.
5. In submitting a Response Form, the bidder signifies that he/she is fully informed as to the extent and character of the supplies, materials, equipment and/or services necessary to perform this project in accordance with all documents constituting the bid and will comply satisfactorily with the bid documents.
6. Further, the bidder signifies that when necessary he/she has inspected the site on which the work shall be done and is aware of all conditions affecting the execution of the work contained within the bid documents. Failure to visit the site will in no way relieve the successful bidder from performance under the contract.
7. All information required by the solicitation must be supplied to constitute a responsive bid. All information submitted including prices should be typed so as to insure legibility. However, the bidder's signature shall be handwritten in ink in order for the bid to be considered.
8. The bidder expressly warrants that the price or prices quoted herein are not the result of an agreement or understanding expressed or implied with any other bidder or bidders.

9. By submitting a Response Form, bidders certify that they are not currently debarred by Clarke County from submitting bids, proposals or quotes on contracts, nor are they an agent of any person or entity that is currently debarred by Clarke County from submitting bids, proposals or quotes.
10. Any Response Form submitted with corrections must have corrections initialed by the person who signed the original. The unit price will prevail in the event an error is made in computing totals.
11. All prices for materials are to be F.O.B. Destination, prepaid and allowed. Except as otherwise specified herein, standard commercial packaging, packing and shipping containers shall be used. All shipping containers shall be legibly marked or labeled on the outside with purchase order, commodity description, and quantity.
12. The successful bidder shall not assign, transfer, convey, sublet, or otherwise dispose of the contract or his/her right, title, or interest therein, or his/her power to execute written consent of Clarke County.
13. Bidders are encouraged to have a representative at the bid opening if information on the bids submitted is desired.
14. Bids will be opened at the advertised local prevailing time, but Clarke County officials reserve the right to take sufficient time to study the various bids and then make the awards. Bids will be awarded as promptly as possible after the closing date.
15. Unless otherwise specified, Response Forms must be submitted in triplicate and will be received at:  
Clarke County Purchasing Office  
129 Ramsburg Lane  
Berryville VA 22611
16. Sealed Bid envelopes must be clearly marked, with the IFB number and project name, on the outside, lower left corner as follows:  
  
**Sealed Bid – Do Not Open**  
**IFB #** \_\_\_\_\_  
**PROJECT NAME** \_\_\_\_\_
17. Sealed Bids will be received up to the advertised time and date at the Clarke County Purchasing Office and at the appointed time will be opened publicly and read aloud. The clock on the Purchasing Office's wall will be used to log the time each bid/proposal is received.
18. If more than one bid opening is held the same date, bids will be opened in succession as numbered and lettered (A, B, C, etc.).
  - a. Late bids will not be accepted. Bids received in the mail will be returned to the bidder unopened (provided properly sealed and marked as indicated above). Failure to comply with conditions set forth herein may result in removal of bid (all/part) from consideration.
  - b. All contracts, unless otherwise specifically stated, shall provide materials/commodities in new, first class condition, fresh stock, latest model, design or pack. This shall include any containers suitable for shipment, usage and/or storage unless otherwise indicated within this document. Verbal agreements to the contrary will not be recognized.
  - c. Any items or parts of any equipment listed in this solicitation which are not fully described or are omitted from such specifications and which are clearly necessary for the completion of such equipment and its appurtenance shall be considered a part of such equipment although not directly specified or called for in the specifications.
  - d. By law, Clarke County will not receive any materials, products, or chemicals that may be hazardous to an employee's health, unless accompanied by a Material Safety Data Sheet (MSDS) when products and/or chemicals are received. **MSDS must be submitted to Clarke County in triplicate.**

#### N. BID WITHDRAWALS

1. A bidder, for contract other than for public construction, may request withdrawal of his/her bid before award, by submitting a written request to the Director of Joint Administrative Services.
2. After bid/proposal opening, corrections shall be permitted only to the extent that the vendor can show by clear and convincing evidence that a mistake of a nonjudgmental character was made, the nature of the mistake, and the price actually intended. After the opening, no changes in prices or other provisions of bids/proposals prejudicial to the interest of the County or fair competition shall be permitted. In lieu of bid correction, a low bidder/offeror alleging a material mistake of fact may be permitted to withdraw its bid/proposal if:

- a. the mistake is clearly evident on the face of the bid/proposal document but the intended correct bid/proposal is not similarly evident; or
  - b. the vendor submits evidence which clearly and convincingly demonstrates that a mistake was made. All decisions to permit the correction or withdrawal of bids, or to cancel awards or contracts based on bid mistakes, shall be supported by a written determination made by the Director of Joint Administrative Services.
3. If bid bonds were tendered with the bid, Clarke County may exercise its right of collection. No bid may be withdrawn under this paragraph when the result would be the awarding of the contract on another bid of the same bidder in which the ownership of the withdrawing bidders is more than five percent (5%).
  4. If a bid is withdrawn under the authority of this paragraph, the lowest qualified remaining bid shall be deemed to be the low bid.
  5. Except as otherwise provided by regulation, all decisions to permit the correction or withdrawal of bids, or to cancel awards or contracts based on bid mistakes shall be supported by a written determination made by the Director of Joint Administrative Services.
  6. No bidder who is permitted to withdraw a bid shall, for compensation, supply any material or labor or to perform any subcontract or other work agreement for the person or firm to whom the contract is awarded or otherwise benefit, directly or indirectly, from the performance of the project for which the withdrawn bid was submitted.

#### O. AWARD SPECIFICS

1. Clarke County reserves the right to accept, reject and/or cancel all or any part of any Response Form, and to waive minor technicalities.
2. Awards will be made to the lowest responsive and responsible bidder(s), provided services and quality are considered to be equal to (or better than) that offered by other bidders, and the right is reserved to make the award to other than the lowest bidder when it is in the best interest of Clarke County. Further, Clarke County will be the sole judge as to conditions affecting such interest.
3. Clarke County may make such reasonable investigations as deemed proper and necessary to determine the ability of the bidder to perform the work and/or furnish the item(s), and the bidder shall furnish to Clarke County all such information and data for this purpose, as may be requested.
4. Clarke County reserves the right to inspect bidder's physical facilities before award to satisfy questions regarding the bidder's capabilities.
5. Clarke County further reserves the right to reject any bid, proposal or quote if the evidence submitted by, or investigations of, such bidder fails to satisfy Clarke County, that such bidder is properly qualified to carry out the obligations of the contract and to complete the work and/or furnish the item(s) contemplated therein.
6. Clarke County reserves the right to conduct any test/inspection it may deem advisable to assure supplies and services confirm to the specification.
7. A contract shall not be assignable by the Contractor, in whole or part, without the written consent of Clarke County.
8. Unless otherwise specified, the right is reserved to make award based on all work and/or items, or on any part of work/items, whichever is in the best interest of Clarke County.
9. The right is reserved to cancel any contract and reject deliveries of any products or materials not in accordance with the specifications. All returns or exchanges will be at the Contractor's expense. Clarke County shall be the sole and final judge.
10. The Contractor shall pay all sales, consumer, use and other similar taxes for work or portions thereof provided by the Contractor which are legally enacted at the time bids are received, whether or not yet effective.
11. The right is reserved to decide when a deviation from specifications is of sufficient consequence, when measured against the purpose for which the item will be purchased, to justify including it for consideration. Clarke County shall be the sole and final judge.
12. Should the delivery of any part of an order be delayed beyond time specified, or should any portion of the products delivered fail to comply with the specifications, Clarke County shall have the right to buy at market price for

immediately delivery, and any excess cost of same over the price named herein is to be paid by the Contractor or deducted from any money due him/her thereafter.

13. If delay is foreseen, the Contractor shall give thirty (30) days prior written notice to the Director of Joint Administrative Services. Clarke County has the right to extend delivery date if reasons appear, in the sole discretion of Clarke County, to be valid. The Contractor must keep Clarke County advised at all times of status of order.
14. Default in promised delivery (without accepted reasons) or failure to meet specifications, authorizes the Joint Administrative Services Department to purchase supplies, equipment or services elsewhere and charge the full increase in cost and handling to the defaulting Contractor.
15. **The Joint Administrative Services Department will permit NO SUBSTITUTIONS OR CANCELLATIONS after award without written approval.**
16. When Clarke County notifies a bidder, in writing, of its acceptance of the bidder's price(s) of any goods or services, this notification will signify the effective date of the acceptance of this contract.
17. Cancellation of a contract for any reason may result in the removal of the successful bidder's name from the mailing list for future bidding. If the cancellation is for non-performance of the contract, such cancellation may be at the successful bidder's expense.
18. All guarantees and warranties required shall be furnished by the Contractor and shall be delivered to the Purchasing Office before final payment on the contract is made. Unless otherwise stated, the manufacturer's standard warranty applies.

P. JUSTIFICATION FOR TERMINATION

1. Clarke County may terminate this contract in whole or part whenever the Director of Joint Administrative Services shall determine that such a termination is in the best interest of Clarke County.
2. Any such termination shall be effected by delivery to the Contractor at least ten (10) business days prior to the termination of a written Notice of Termination specifying the extent to which performance shall be terminated and the date upon which such termination becomes effective.
3. An equitable adjustment in the contract price shall be made for completed service, but no amount shall be allowed for anticipated profit or unperformed services.
4. If any work or service hereunder is in progress, but not completed as of the date of termination, then this contract may be extended upon written approval by Clarke County until said work or service is completed and accepted.
5. Possible reasons for termination are:
  - a. Termination for Convenience – in the event this contract is terminated or cancelled upon request and for the convenience of Clarke County, without the required ten (10) days advance written notice, then Clarke County shall negotiate reasonable termination costs, if applicable.
  - b. Termination for Cause – termination by Clarke County for cause, default or negligence on the part of the Contractor shall be excluded from the foregoing provision; termination costs, if any, shall not apply. The ten (10) days advance notice requirement is waived in the event of Termination for Cause.
  - c. Termination Due to Unavailability of Funds in Succeeding Fiscal Years – when funds are not appropriated or otherwise made available to support continuation of performance in a subsequent fiscal year, the contract shall be cancelled and the Contractor shall be reimbursed for the reasonable value of any non-recurring costs incurred but not amortized in the price of the supplies or services delivered under the contract.

Q. DRUG FREE WORKPLACE: Every individual or firm bidding must be an Equal Opportunity Employer as defined by federal law and the Code of Virginia, Virginia Public Procurement Act as amended: "Section 2.2-4312, Drug-free Workplace to be Maintained by Contractor; Required Contract Provisions" which reads:

All public bodies shall include in every contract over \$10,000 the following provisions:

During the performance of this contract, the contractor agrees to (i) provide a drug-free workplace for the contractor's employees; (ii) post in conspicuous places, available to employees and applicants for employment, a statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the

contractor's workplace and specifying the actions that will be taken against employees for violations of such prohibition; (iii) state in all solicitations or advertisements for employees placed by or on behalf of the contractor that the contractor maintains a drug-free workplace; and (iv) include the provisions of the foregoing clauses in every subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

For the purposes of this section, "drug-free workplace" means a site for the performance of work done in connection with a specific contract awarded to a contractor in accordance with this chapter, the employees of whom are prohibited from engaging in the unlawful manufacture, sale, distribution, dispensation, possession or use of any controlled substance or marijuana during the performance of the contract.

R. **INSURANCE REQUIREMENTS:** By signing and submitting a bid or proposal under this solicitation, the bidder or offeror certifies that if awarded the contract, it will have the following insurance coverage at the time the contract is awarded. For construction contracts, if any subcontractors are involved, the subcontractor will have workers' compensation insurance in accordance with §2.2-4332 and 65.2-800 et seq. of the Code of Virginia. The bidder or offeror further certifies that the contractor and any subcontractors, at any tier, will maintain these insurance coverage during the entire term of the contract and that all insurance coverage will be provided by insurance companies authorized to sell insurance in Virginia by the Virginia State Corporation Commission.

1. Please note the below insurance requirements are guideline minimum amounts only, and, depending on the goods/services required, may be increased or decreased. **Any changes in insurance requirements will be referenced within this document, under Specific Reference to General Terms and Conditions.**
2. The successful bidder shall procure, maintain and provide proof of insurance coverage for injuries to persons and/or property damage as may arise from, or in conjunction with, the work performed on behalf of Clarke County by the bidder, his/her agents, representatives, employees or Subcontractors.
3. Actual proof of coverage as contained herein shall be submitted to Clarke County Purchasing Office within five (5) days after award has been made and before any work starts, services are provided, or goods are delivered.
4. The bidder shall maintain such coverage for the duration of the contract period for "occurrence" policies. "Claims made" policies must be in force, or that coverage purchased, for three (3) years after contract completion date.
5. The Certificate of Insurance shall be properly completed as follows:
  - a. It shall name "Clarke County, Virginia, its officers, officials, employees, volunteers and agents (as their interest may appear)" as "Certificate Holder".
  - b. It shall list "Clarke County, Virginia, its officers, officials, employees, volunteers and agents (as their interest may appear) added as an additional insured" under "Description of Operations/Locations/Vehicles/Exclusions Added by Endorsement/Special Provisions".
  - c. This provision may not apply to Professional Liability or Workers' Compensation/Employers' Liability.

6. The Certificate of Insurance shall be for a minimum of the following:

a. **Worker's Compensation- Statutory requirements and benefits.** Coverage is compulsory for employers of three or more employees, to include the employer. Contractors who fail to notify the County of Clarke of increases in the number of employees that change their workers' compensation requirements under the Code of Virginia during the course of the contract shall be in noncompliance with the contract.

b. **Employer's Liability - \$100,000**

c. **General Liability – per occurrence \$1,000,000.00**

This coverage shall be as broad as: Comprehensive General Liability endorsed to include Broad Form, Bodily Injury and Property Damage, Personal and Advertising Injury, and Commercial General Liability form including Products/completed Liability Operations.

d. **Automobile Liability – per occurrence \$1,000,000.00**

Coverage shall be sufficient to cover all vehicles owned, used or hired by the bidder, his/her agents, representatives, employees and/or Subcontractors.

e. **Product Liability \$1,000,000.00**

Refer to General Liability above.

f. **Professional Liability/Errors and Omissions Coverages are required when soliciting those services as follows:**

<u>Profession/Service</u>	<u>Limits</u>
Accounting	\$1,000,000 per occurrence, \$3,000,000 aggregate
Architecture	\$2,000,000 per occurrence, \$6,000,000 aggregate
Asbestos Design, Inspection or Abatement Contractors	\$1,000,000 per occurrence, \$3,000,000 aggregate
Health Care Practitioner (to include Dentists, Licensed Dental Hygienists, Optometrists, Registered or Licensed Practical Nurses, Pharmacists, Physicians, Podiatrists, Chiropractors, Physical Therapists, Physical Therapist Assistants, Clinical Psychologists, Clinical Social Workers, Professional Counselors, Hospitals, or Health Maintenance Organizations.)	\$2,000,000 per occurrence, \$3,000,000 aggregate
**(This complies with §8.01-581.15 of the Code of Virginia)	
Insurance/Risk Management	\$1,000,000 per occurrence, \$3,000,000 aggregate
Landscape/Architecture	\$1,000,000 per occurrence, \$1,000,000 aggregate
Legal	\$1,000,000 per occurrence, \$5,000,000 aggregate
Professional Engineer	\$2,000,000 per occurrence, \$6,000,000 aggregate
Surveying	\$1,000,000 per occurrence, \$1,000,000 aggregate

7. The Contractor's insurance company shall provide thirty (30) days written notice to Clarke County before any cancellation, suspension, or void of coverage, in whole or part, where such provision is reasonable.
8. **Contractor shall be responsible for making sure any/all Subcontractors each provide a Certificate of Insurance and meet all of Clarke County's insurance requirements.**
9. All deductibles or self-insured retention shall appear on the certificate(s) and shall be subject to approval by Clarke County. At the option of Clarke County, either the insurer shall reduce or eliminate such deductible or self-insured retention; or the bidder shall be required to obtain a bond guaranteeing payment of losses and related claims expenses.
10. Failure to comply with any reporting provisions of the policy(ies) shall not affect coverage provided to Clarke County, its officers/officials, agents, employees and volunteers.
11. The insurer shall agree to waive all rights of subrogation against Clarke County, its officers/officials, agents, employees and volunteers for any act, omission or condition of premises by which the parties may be held liable by reason of negligence.
12. The bidder shall furnish Clarke County with the Certificate(s) of Insurance including endorsements affecting coverage. The certificates are to be signed by a person authorized by the insurance company(ies) to bind coverage on its behalf. If executed by a broker, a notarized copy of authorization to bind or certify coverage must be attached.
13. All insurance shall be placed with insurers maintaining an A.M. Best rating of no less than A: VII. If A.M. Best rating is less than A: VII, approval must be received from the Director of Joint Administrative Services.
14. All coverage designated herein shall be as broad as the Insurance Services Office ((SO) forms filed for use with the Commonwealth of Virginia.

S. BOND REQUIREMENTS

1. **Any necessary bonds will be referenced within this document, under Specific Reference to General Terms and Conditions** and the requirements are outlined below.

- a. **Bid Bonds** – Each bidder shall accompany their bid with a bid bond or certified check in the amount of five percent (5%) of the amount bid. Such bond shall serve as liquidated damages and be forfeited in the event the successful bidder fails to enter into the contract.

If a bid bond is required and stated in an invitation for bid and a bidder submits a bid without a bid bond, the bidder will be considered non-responsive and shall be disqualified.

- b. **Performance and Payment Bonds** – The successful Contractor shall furnish both a performance and payment bond, each in the amount equal to one hundred percent (100%) of the contract as security for the faithful performance of this contract.
- c.) One or more surety companies authorized to do business in Virginia shall execute each of the bonds and the contractor shall select the surety company. Required bonds shall be payable to the County.

3. **Any other special bonding requirements will be listed under Specific Reference to General Terms and Conditions.**

4. All bonds shall be obtained at bidder's expense and shall be included in the bid price.

T. PERMITS AND LICENSES

1. Clarke County will attempt to make reference, within this document, to any necessary permits and licenses under Special Terms and Conditions. However, the contractor is ultimately responsible for ensuring that he/she has all the required permits and licenses.
2. For convenience purposes only, the following most commonly required permits and licenses are listed with their respective contact information.

Clarke County Building Permit

Per instructions from Building Department Office  
Phone 540-955-5112

Clarke County Business License

Per instructions from Commissioner of the Revenue's Office  
Phone 540-955-5108

Virginia State Contractor's License

Per VA Board for Contractors Statutes Title 54.1, Chapter 11  
Phone 804-367-8500

Town of Berryville Since some of the county and school property is located within the limits of the Town of Berryville, Contractor is advised to check with the Town office to see what permits and licenses might be required for those projects. The Town Office phone number is 540-955-1099.

3. **Clarke County does not waive any fees involved** in securing Clarke County (or any other) permits. Any required permits and licenses are to be obtained at bidder's or Contractor's expense and to be included in the bid price.
4. All permit/license numbers must be indicated on or attached to the Response Form of this document.

U. PAYMENTS TO CONTRACTOR

1. Contractor warrants having clear title to all materials and supplies by submission of invoice being presented for payment.
2. All submitted invoices shall reflect the contract number and/or purchase order number, a detailed itemized breakdown of all charges, and (unless otherwise specified) shall be delivered to:

**Clarke County Accounts Payable**  
**524 Westwood Road**  
**Berryville VA 22611**

**(v) 540-955-6171 (f) 540-955-0676**

- a. All submitted invoices shall show payer identification as follows:
- b. Individual Contractors shall provide social security number.
- c. Proprietorships, Partnerships and/or Corporations shall provide their federal employer identification number.
- d. Payment will be made thirty (30) days after receipt of proper invoice, or thirty (30) days after receipt of all goods or inspection and acceptance of work, whichever is later.
- e. Payment shall not preclude Clarke County from making a claim for adjustment on any item later found not to have been in accordance with the contract.
- f. Unreasonable Charges. Under certain emergency procurements and for most time and material purchases, final job costs cannot be accurately determined at the time orders are placed. In such cases, contractors should be put on notice that final payment in full is contingent on a determination of reasonableness with respect to all invoiced charges. Charges that appear to be unreasonable will be researched and challenged, and that portion of the invoice held in abeyance until a settlement can be reached. Upon determining that invoiced charges are not reasonable, the County of Clarke shall promptly notify the contractor as to those charges that it considers unreasonable and the basis for the determination. A contractor may not institute legal action unless a settlement cannot be reached within thirty (30) days of notification.

V. PAYMENTS TO SUBCONTRACTORS

- 1. Any mention of the term “subcontractor(s)” in this section shall include any and all sub-tier Contractors.
- 2. A Contractor awarded the contract under this solicitation is hereby obligated to:
  - a. Pay the Subcontractor(s) within seven (7) days of the Contractor’s receipt of payment from Clarke County for the proportionate share of payment received for work performed by the Subcontractor(s) under the contract or to notify Clarke County and the Subcontractor(s), in writing of the Contractor’s intention to withhold payment and the reason.
  - b. Pay the Subcontractor(s) interest at the rate of one percent (1%) per month (unless otherwise provided under the terms of the contract) on all amounts owed by the Contractor that remain unpaid seven (7) days following receipt of payment from Clarke county, except for amounts withheld as stated above.
  - c. The date of mailing of any payment by U. S. mail is deemed to be payment to the addressee.
  - d. A Contractor’s obligation to pay an interest charge to a Subcontractor may not be construed to be an obligation on the part of Clarke County.
  - e. By submitting an invoice, the contractor agrees that all subcontractors have been paid or will be paid and the Contractor shall be responsible for resolving any and all claims submitted by the subcontractors.

W. DISPUTES

- 1. Contractual claims, whether for money or other relief, shall be submitted in writing no later than sixty (60) calendar days after final payment; however, written notice of the Contractor’s intention to file such claim shall have been given at the time of the occurrence or beginning of the work upon which the claim is based.
- 2. Nothing herein shall preclude a contract from requiring submission of an invoice for final payment within a certain time after completion and acceptance of the work or acceptance of the goods. Pendency of claims shall not delay payment of amount agreed due in the final payment.

X. PROTEST OF AWARD OR DECISION TO AWARD

- 1. Any bidder or offeror who desires to protest the award or decision to award a contract shall submit such protest, in writing, to the Director of Joint Administrative Services, no later than ten (10) calendar days after the award announcement or decision to award, whichever occurs first.



2. No protest shall lie for a claim that the selected bidder or offeror is not a responsible bidder or offeror.
3. Written protest shall include basis for the protest and relief sought.

Y. USE OF BRAND NAMES

1. Unless otherwise provided within this document, the name of a certain brand, make or manufacturer does not restrict bidders to the specific brand, make or manufacturer names; it conveys the general style, type, character, and/or quality of the article desired, and any article which Clarke county in its sole discretion determines to be the equal of that specified, considering quality, workmanship, economy of operation, and suitability for the purpose intended, shall be accepted.
2. Any catalog, brand name or manufacturer's reference used in the bid invitation is descriptive – not restrictive – it is to indicate the type and quality desired.
3. Bids on brands of like nature and quality will be considered.
4. If other than brand specified is offered, illustrations and complete description (manufacturer, brand or trade name, catalog number, etc.) must be submitted with bid. Please note that samples may be required.
5. If bidder makes no other bid and takes no exception to the specifications or reference data, the bidder will be required to furnish brand names, numbers, etc., as specified.
6. Bidders, by their signature and submission of bid, certify that any/all item(s) bid upon meet and/or exceed the specifications.

Z. PAYMENT OF CLARKE COUNTY TAXES

1. All bidders located or owning property in Clarke County shall assure that all real and personal property taxes are paid before submitting a bid.
2. Clarke County will verify payment of all real and personal property taxes by the successful bidder before the award of any contract.

AA. NOTICE OF REQUIRED DISABILITY LEGISLATION COMPLIANCE

1. Clarke County is required to comply with state and federal disability legislation: §504 of The Rehabilitation Act (RA) of 1973, The Americans with Disabilities Act (ADA) for 1990 Title II, and the Virginians with Disabilities Act (VDA) of 1990.
2. Specifically, Clarke County may not, through its contractual and/or financial arrangements, directly or indirectly, avoid compliance with Title II of the ADA, Public Law 101-336, which prohibits discrimination on the basis of disability by public entities.
3. Subtitle A protects qualified individuals with disability from services, programs, or activities of all state and local governments. It extends the prohibition of discrimination in federally assisted programs established by the RA of 1973 Section 504 to all activities of state and local governments, including those that do not receive federal financial assistance, and incorporates specific prohibitions of discrimination on the basis of disability in Titles I, III, and V of the ADA. The VDA of 1990 follows the RA of 1973, Section 504.

BB. CONTRACT QUANTITIES

1. The quantities specified in this document are estimated only, and are given for the information of bidders and not for the purpose of bid evaluation. They do not indicate the actual quantity to be ordered, since such volume will depend upon requirements that develop during the contract period.
2. Quantities shown shall not be construed to represent any amount which Clarke County shall be obligated to purchase under the contract, or relieve the Contractor of obligation to fill all orders placed by Clarke County.
3. No bid will be considered which stipulates that Clarke County shall guarantee to order a specific quantity of any item.

CC. DEVIATIONS: If there is any deviation in any bid from that prescribed in the Scope of Services, the appropriate line in the Scope of Work/Services shall be ruled out and the substitution clearly indicated and submitted with the Bid Response Form. Clarke County reserves the right to determine the responsiveness of any deviation(s).

DD. SAFETY

1. All Contractors and Subcontractors performing services for Clarke County are required to and shall comply with all Occupational Safety and Health Administration (OSHA), state and county Safety and Occupational Health Standards and any other applicable rules and regulations.
  2. Also, all Contractors and Subcontractors shall be held responsible for the safety of their employees and any unsafe acts or conditions that may cause injury or damage to any persons or property within and around the work site area under this contract.
- EE. **HOLD HARMLESS CLAUSE:** Bidders shall provide that, during the term of this contract, including any warranty period, for the firm indemnifying, defending and holding harmless of Clarke County, its officials, employees, agents, representatives thereof, from all suits, actions or claims of any kind, including attorney's fees, brought on account of any personal injuries, damages or violations of rights, sustained by any person or property in consequence of any neglect in safeguarding contract work or on account of any act or omission by the Contractor or Contractor's employees, or from any claims or amounts arising from violation of any law, bylaw, ordinance, regulation or decree. The bidder also agrees that this clause shall include claims involving infringement of patent or copyright.
- FF. **REFERENCES:** All bidders shall include with their Response Form a list of current references for whom comparable work has been performed or to whom comparable goods have been provided. A separate attachment has been provided and must be completed entirely and returned with the bid. Failure to include Reference Form may be ample cause for rejection of bid as non-responsive.
- GG. **FEDERAL/STATE LAWS AND COUNTY ORDINANCES:** Any and all Federal and Commonwealth of Virginia Laws and County Ordinances that are not referenced or stated in the County's General Terms and Conditions shall apply to all contracts/orders.
- HH. **ANTITRUST:** By entering into a contract, the contractor conveys, sells, assigns, and transfers to the County of Clarke all rights, title and interest in and to all causes of action it may now have or hereafter acquire under the antitrust laws of the United States and the Commonwealth of Virginia, relating to the particular goods or services purchases or acquired by the County of Clarke under said contract.
- II. **DEFAULT:** In case of failure to deliver goods or services in accordance with the contract terms and conditions, the County of Clarke, after due oral or written notice, may procure them from other sources and hold the contractor responsible for any resulting additional purchase and administrative costs. This remedy shall be in addition to any other remedies that the County may have.
- JJ. **TYPES OF CONTRACT CLAUSES THAT THE COUNTY SHALL ATTEMPT TO REMOVE FROM VENDOR CONTRACTS.** Some, but not all, examples of clauses that may delay or stop a contract from being signed are shown below:
- a. The County shall attempt to remove late fee clauses.
  - b. The County shall attempt to remove one-time fee clauses, such as administrative, restocking, and documentation fees.
  - c. The County shall attempt to remove clauses involving the adjustment of payments due on a fixed-price contract (without prior County approval).
  - d. The County shall attempt to remove clauses that provide the vendor with an automatic renewal of a contract unless County notification is provided within a particular time frame.
  - e. The County shall attempt to remove clauses where the County is asked to reimburse a vendor for its expenses to refurbish equipment or materials that have been leased by the County to ensure that the vendor can resell or release the item.
  - f. The County shall attempt to remove clauses where the County is asked to provide a security deposit.
  - g. The County shall attempt to remove any clauses that disclaim warranties.
  - h. The County shall attempt to remove any clauses that put time constraints on the County's right to file legal action.

- i. The County shall attempt to remove indemnity clauses from all contracts. If the complete removal of an indemnity clause can not be agreed upon, the County shall ensure that the maximum amount of liability is satisfactory. The County also may attempt to include its own indemnity clause in which the County's maximum amount of liability is clearly stated.
- j. The Clarke County Treasurer must approve any contract that allows a vendor to directly debit/charge the County's bank account.
- k. All Court proceedings shall be held in the Commonwealth of Virginia.

When a specific contract clause can not be agreed upon, the County reserves the right to end negotiations with the respective vendor and begin negotiations with another vendor.

KK. SEVERABILITY OF CONTRACT: In the event that any provision shall be adjudged or decreed to be invalid, such ruling shall not invalidate the entire Agreement but shall pertain only to the provision in question and the remaining provisions shall continue to be valid, binding and in full force and effect.

LL. The County reserves the right to waive or amend any of its General Terms and Conditions if the Purchasing Agent and/or Joint Administrative Board deem it to be in the best interest of the County.

END OF GENERAL TERMS AND CONDITIONS  
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MEMORANDUM

TO: David Ash, Board of Supervisors, Brandon Stidham, Planning Commission  
 FROM: Alison Teetor  
 SUBJECT: Results of Pesticide Sampling  
 DATE: August 8, 2012

In December 2011, I was contacted by Terry B Councill, a Hydrologist with USDA Pesticide Data Program (PDP). PDP collects various food commodities from across the nation and test them for pesticides, the data is used for risk assessments and registration decisions. PDP also tests drinking water. He stated that he had a project testing domestic wells for 135 pesticides and metabolites and low part-per-trillion levels. He provided me with 25 sampling kits. Sampling involved filling 3 one liter glass bottles from the kitchen faucet. Data on such a large suite of pesticides is fairly scarce which is why PDP is doing this project. He was particularly interested in samples from the Shenandoah Valley given the agriculture there and the carbonate aquifer.

Of the 25 samples, 21 had results that could be linked to an address. Sample identification was complicated by the forms included in the sample kit. They had no clear area for indicating the samplers name or address and were further complicated by asking for school district information.

The following table describes the sample results:

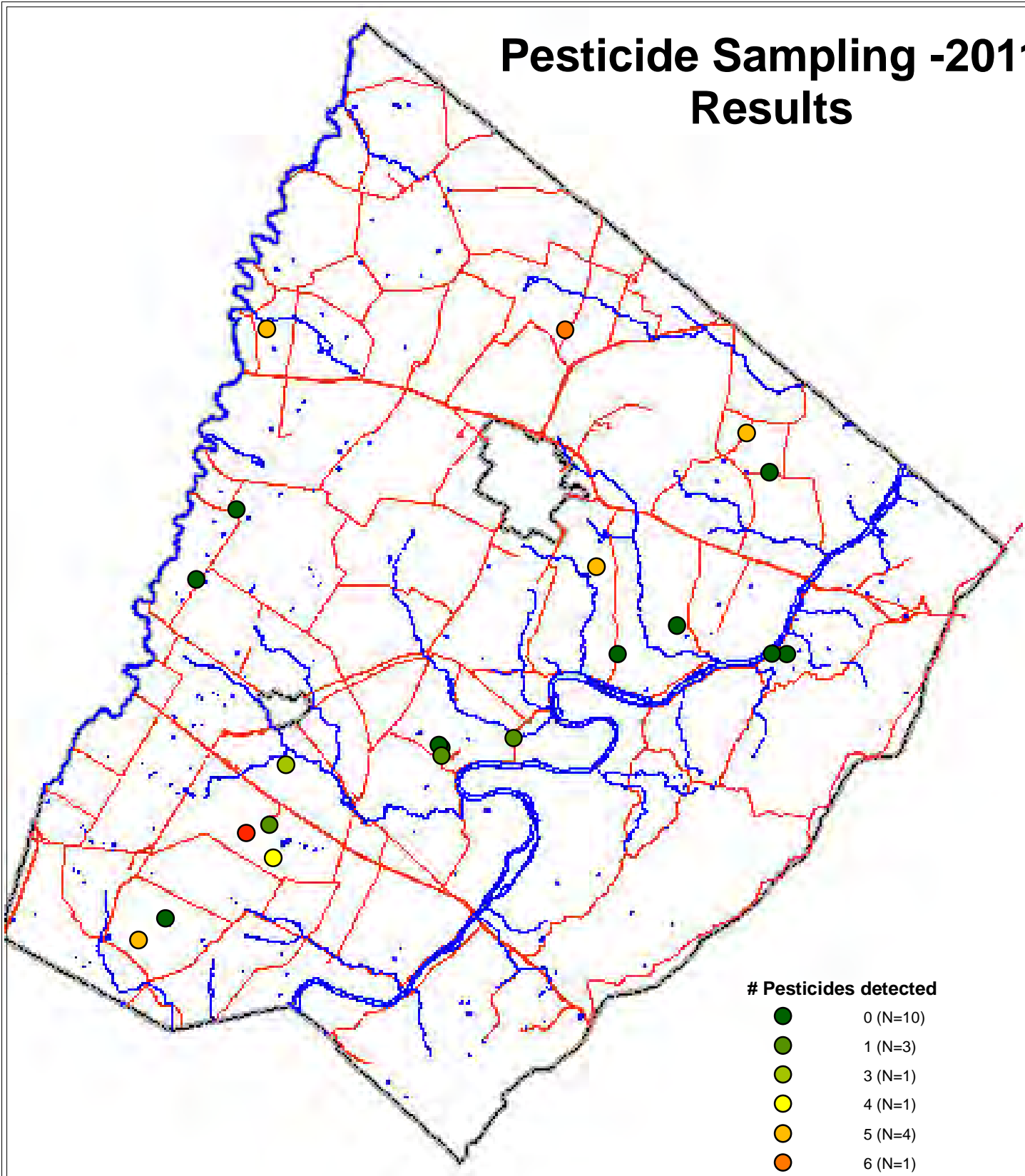
# of wells	# pesticides detected	% of samples	# samples above MCL level
10	0	48	0
3	1	14	0
1	3	5	0
1	4	5	0
4	5	18	0
1	6	5	0
<u>1</u>	7	<u>5</u>	0
21		100	

The attached map details the locations of the samples and the color gradation seeks to describe the number of pesticides detected for each. Of the 21 samples, 19 are in the Valley, 2 on the Mountain.

In all 12 different pesticides were detected. The attached table details the types and amounts identified. Mr. Councill reviewed the data and stated that all detections were low levels (low part per trillion), nothing anywhere near an MCL (maximum contaminant level) or Human health benchmark. Most are commonly applied herbicides and herbicide metabolites. He compared this to a site in Loudoun County up near Lucketts where the farmland along the Potomac River there has some pretty high hits.

Site	Alachlor ethanesulfonic acid (ESA)	Atrazine	Azinphos methyl oxygen analog	Desethyl atrazine	Desethyl desisopropyl atrazine	Dimethenamid ethanesulfonic acid (ESA)	Dimethenamid oxanilic acid (OA)	Dimethenamid/Di methenamid P	Hydroxy atrazine	Imidacloprid	Metolachlor ethanesulfonic acid (ESA)	Metolachlor oxanilic acid (OA)	not labelled	# Pesticides detected
September 5572	0	0	0	12.8	0	0	0	0	0	0	0	0	0	1
5575	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5576	0	20.9	0	55.6	188	0	0	0	5.76	0	7.9	0	0	5
5578	0	30.9	0	80.4	67.5	0	0	0	3.42	0	4.7	0	0	5
5579	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5580	0	0	0	0	17.5	0	0	0	0	0	0	0	0	1
5581	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5582	18.3	31.2	0	83.1	211	0	0	0	0	0	173	3.2	0	6
5584	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5586	0	0	0	0	0	0	0	0	0	16.4	0	0	0	1
5587	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5588	0	28.3	0	161	311	0	0	0	4.36	0	9.9	0	0	5
5589	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5590	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5591	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5593	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5594	0	0	0	13.3	19.5	0	0	0	6.03	0	0	0	0	3
5595	0	11.2	0	35.1	34	0	0	0	2.41	0	0	0	0	4
5596	13.7	137	0	271	335	0	0	0	32.8	0	390	7.9	0	7
5598	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5599	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5601	0	0	12	0	0	55	49.95	13	0	0	0	0	0	5.9

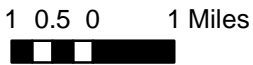
# Pesticide Sampling -2011 Results



- # Pesticides detected**
- 0 (N=10)
  - 1 (N=3)
  - 3 (N=1)
  - 4 (N=1)
  - 5 (N=4)
  - 6 (N=1)
  - 7 (N=1)
- Public Road
  - Shenandoah River
  - County Boundary



Clarke County GIS  
August 8, 2012



CLARKE COUNTY BOARD OF SUPERVISORS  
FINANCE COMMITTEE  
REPORT

TO: Board of Supervisors  
FR: Thomas Judge, Director of Joint Administrative Services  
DT: September 10, 2012  
RE: *September Finance*

1. **Assistant Commonwealth's Attorney position.** A resignation at the Commonwealth's Attorney Office has led to the attached request for a part-time Commonwealth's Attorney (approx. 20 hours per week), and the need to reevaluate the County Attorney function. The Finance Committee discussed the amount of local tax funds that should be committed to the Assistant Commonwealth's Attorney position, and how that decision would impact funding of the County Attorney position. The County Attorney position was thereafter discussed, but it was determined that further information was needed to determine whether an employment relationship, or an outside contractor relationship, would be in the best interest of the community. No recommendation was made by the Committee pending receipt of this additional information.
2. **Acceptance of August Bills and Claims.** Acceptance of this report by the Board of Supervisors is recommended.
3. **Standing Reports.** The following are included: Reconciliation of Appropriations.

OFFICE OF THE COMMONWEALTH'S ATTORNEY



SUZANNE LORE MACKALL  
Commonwealth's Attorney


Clesta L. Rhodes  
Administrative Assistant

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

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: August 27, 2012

This office is requesting to be placed on the Finance Committee on September 10, 2012 to request funding for our Part Time Assistant Commonwealth's Attorney. We will be requesting funds to bring the position's total salary to \$40,000 and for funds to be allotted to pay for the required employment taxes and/or benefits.

Due to the resignation of the Assistant Commonwealth's Attorney/County Attorney, this position was re-defined to exclude the services as County Attorney thereby making it a part-time position, not full time. It is our understanding that there are no hospitalization or VRS contributions required by the County for this position.

Funding received by Clarke County for this position is \$33,741 and is received from the following: (1) a V-Stop Grant funding (which is funded through December 31, 2013) with \$22,258 in salary funds and a small portion for tax/benefits; and (2) the Compensation Board with salary funds of \$10,433 plus \$1,050 tax/benefits paid.

The Compensation Board funding is a reduced amount for this position due to a budget adjustment that occurred in 2004. According to the Compensation Board, we cannot request additional funding for the position until the budget processing period for the next fiscal year. At that time, we will request that the funding be restored to the position.

We are requesting funds in addition to those paid to Clarke County from the V-Stop grant and the Compensation Board to bring the salary for this position to \$40,000 per year plus the amount necessary for required employment taxes and benefits not already provided by the Comp Board and grant. Using the salary figures from above (total \$32,691), this will be approximately \$7,309 additional funds for salary plus the amount necessary for required employment taxes/benefits paid by the County.



Memo to Tom Judge  
August 27, 2012  
Page Two.

The full time position required funding a salary (\$69,534) and benefits (\$14,588) for a total of \$84,122. This was partially funded by the amounts listed above. By downsizing this position to part-time, the savings for the position is approximately \$50,000. We are requesting that some of the savings from this position modification be allotted to the part-time position.

The Commonwealth's Attorney Office is tasked with the responsibility of prosecuting all crimes occurring in Clarke County. The Commonwealth's Attorney's Office supports three courts: Juvenile & Domestic, General District and Circuit Courts. This office prepares voluminous records and pleadings as required by the criminal justice system each week. Every response by a deputy, trooper and town officer in a traffic and criminal case means more volume of work for my office.

The Assistant Commonwealth's Attorney primary duties will include prosecuting crimes involving violence against women (V-Stop) and grant supervision. She will also prosecute cases in all three courts with her primary caseload generating from the Juvenile and Domestic Relations Court. She will assist the Commonwealth's Attorney prosecuting cases in General District Court and Circuit Court.

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

Source: Joint Administrative Services  
 Date: 9/6/2012

ASSISTANT  
COMMONWEALTH'S ATTORNEY

	FY 13	CA	
	Budget	Proposal	Variance
SALARY	69,534	40,000	(29,534)
BENEFITS	14,588	3,060	(11,528)
TOTAL EXPENSE	84,122	43,060	(41,062)
COMPENSATION BOARD	11,483	11,483	-
V-STOP GRANT	22,258	22,258	-
LOCAL TAX FUNDING	50,381	9,319	(41,062)
TOTAL REVENUE	84,122	43,060	(41,062)
Total expense w/o LTF	33,741		
Salary available w/o LTF	<b>31,343</b>		

Original Agreement was County pay 46% of salary and benefits for County Attorney function. When applied to FY 13 this equals \$38,696.

Clarke Co.		Reconciliation of Appropriations											Year Ending June 30, 2013		06-Sep-12	
Date	Total	General Fund	Soc Svcs Fund	CSA Fund	Sch Oper Fund	Food Serv Fund	GG Cap Fund	School Cap Fund	School Debt Fund	GG Debt Fund	School Debt Fund	Joint Fund	Conservation Easements	Unemploy. Fund		
04/30/12	37,814,887	8,312,819	1,432,321	761,000	20,542,386	754,252	366,310	504,200	389,200	4,034,879	542,520	150,000	25,000			
04/30/12 Appropriations Resolution: Total																

Adjustments:

6/19/2012 Various One-Time School Items

92,543

40,000

Revised Appropriation	37,947,430	8,312,819	1,432,321	761,000	20,634,929	754,252	366,310	544,200	389,200	4,034,879	542,520	150,000	25,000
Change to Appropriation	132,543	0	0	0	92,543	0	0	40,000	0	0	0	0	0
Original Revenue Estimate	14,625,767	2,431,764	955,261	351,000	9,870,210	754,252	117,024	206,510	136,746	3,000	0	0	0
Adjustments:													
06/19/12 ARRA Revenue Error								-52,000					

Revised Revenue Estimate	14,573,767	2,431,764	955,261	351,000	9,870,210	754,252	117,024	154,510	0	136,746	3,000	0	0
Change to Revenue Estimate	-52,000	0	0	0	0	0	0	-52,000	0	0	0	0	0
Original Local Tax Funding	23,189,120	5,881,055	477,060	410,000	10,872,176	0	249,286	297,690	389,200	3,898,133	539,520	150,000	25,000
Revised Local Tax Funding	23,373,663	5,881,055	477,060	410,000	10,964,719	0	249,286	389,690	389,200	3,898,133	539,520	150,000	25,000
Change to Local Tax Funding	184,543	0	0	0	92,543	0	0	92,000	0	0	0	0	0

Italics = Proposed actions

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FD 100 GENERAL FUND							
PJT 000 NON-CATEGORICAL							
FUNC 11010 BOARD OF SUPERVISORS							
1300	SALARIES AND WAGES - PART TIME	\$ 13,800.00	\$ 11,500.00	\$ 1,150.00	\$ 2,300.00	\$ 0.00	100.00
2100	FICA BENEFITS	\$ 1,056.00	\$ 774.35	\$ 77.43	\$ 154.86	\$ 126.79	87.99
2300	HOSPITAL/MEDICAL PLANS	\$ 10,720.00	\$ 4,272.40	\$ 427.24	\$ 854.48	\$ 5,593.12	47.83
3100	PROFESSIONAL SERVICES	\$ 9,000.00	\$ 0.00	\$ 0.00	\$ 375.00	\$ 8,625.00	4.17
3600	ADVERTISING	\$ 6,000.00	\$ 0.00	\$ 388.00	\$ 388.00	\$ 5,612.00	6.47
5210	POSTAL SERVICES	\$ 300.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 300.00	0.00
5307	PUBLIC OFFICIAL LIABILITY INS.	\$ 6,500.00	\$ 0.00	\$ 0.00	\$ 5,917.00	\$ 583.00	91.03
5540	TRAVEL CONVENTION & EDUCATION	\$ 3,000.00	\$ 0.00	\$ 90.00	\$ 1,524.62	\$ 1,475.38	50.82
5800	MISCELLANEOUS CHARGES	\$ 1,600.00	\$ 0.00	\$ 158.27	\$ 158.27	\$ 1,441.73	9.89
5810	DUES & ASSOC. MEMBERSHIPS	\$ 5,200.00	\$ 0.00	\$ 0.00	\$ 3,626.00	\$ 1,574.00	69.73
6001	OFFICE SUPPLIES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
11010	BOARD OF SUPERVISORS	\$ 57,676.00	\$ 16,546.75	\$ 2,290.94	\$ 15,298.23	\$ 25,831.02	55.21
FUNC 12110 COUNTY ADMINISTRATOR							
1100	SALARIES - REGULAR	\$ 215,195.00	\$ 179,329.16	\$ 17,932.92	\$ 35,865.84	\$ 0.00	100.00
1300	SALARIES - PART TIME	\$ 0.00	\$ 0.00	\$ 0.00	\$ 125.00	\$ 125.00	100.00
2100	FICA BENEFITS	\$ 16,462.00	\$ 13,162.68	\$ 1,316.27	\$ 2,642.10	\$ 657.22	96.01
2210	VSRS BENEFITS	\$ 26,125.00	\$ 21,770.57	\$ 2,177.05	\$ 4,354.10	\$ 0.33	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 18,423.00	\$ 15,352.10	\$ 1,535.21	\$ 3,070.42	\$ 0.48	100.00
2400	LIFE INSURANCE	\$ 2,561.00	\$ 2,134.02	\$ 190.09	\$ 426.80	\$ 0.18	99.99
2700	WORKERS COMPENSATION INSURANCE	\$ 190.00	\$ 0.00	\$ 0.00	\$ 191.63	\$ 1.63	100.86
3100	PROFESSIONAL SERVICES	\$ 4,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 4,000.00	0.00
3320	MAINTENANCE SERVICE CONTRACT	\$ 500.00	\$ 1,246.00	\$ 0.00	\$ 0.00	\$ 746.00	249.20
3500	PRINTING AND BINDING	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,000.00	0.00
5210	POSTAL SERVICES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
5230	TELECOMMUNICATIONS	\$ 1,000.00	\$ 552.77	\$ 55.48	\$ 55.48	\$ 391.75	60.82
5540	TRAVEL CONVENTION & EDUCATION	\$ 1,000.00	\$ 0.00	\$ 54.40	\$ 54.40	\$ 945.60	5.44
5810	DUES & ASSOCIATION MEMBERSHIPS	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 503.00	\$ 997.00	33.53
6001	OFFICE SUPPLIES	\$ 1,000.00	\$ 0.00	\$ 316.94	\$ 337.94	\$ 662.06	33.79
6008	VEHICLE AND EQUIP FUEL	\$ 1,200.00	\$ 0.00	\$ 72.41	\$ 72.41	\$ 1,127.59	6.03
6012	BOOKS AND SUBSCRIPTIONS	\$ 1,350.00	\$ 0.00	\$ 48.00	\$ 118.30	\$ 1,231.70	8.76
12110	COUNTY ADMINISTRATOR	\$ 293,006.00	\$ 233,547.30	\$ 23,698.77	\$ 47,817.42	\$ 11,641.28	96.03
FUNC 12210 LEGAL SERVICES							
1100	SALARIES/WAGES - REGULAR	\$ 34,554.00	\$ 0.00	\$ 1,860.61	\$ 4,740.13	\$ 29,813.87	13.72
2100	FICA	\$ 2,644.00	\$ 0.00	\$ 142.65	\$ 363.24	\$ 2,280.76	13.74
2210	VSRS	\$ 4,195.00	\$ 0.00	\$ 225.88	\$ 575.45	\$ 3,619.55	13.72
2400	LIFE INSURANCE	\$ 411.00	\$ 0.00	\$ 19.72	\$ 57.73	\$ 353.27	14.05
3100	PROFESSIONAL SERVICES	\$ 32,000.00	\$ 0.00	\$ 1,423.38	\$ 1,423.38	\$ 30,576.62	4.45
12210	LEGAL SERVICES	\$ 73,804.00	\$ 0.00	\$ 3,672.24	\$ 7,159.93	\$ 66,644.07	9.70
FUNC 12310 COMMISSIONER OF REVENUE							
1100	SALARIES - REGULAR	\$ 137,820.00	\$ 114,850.00	\$ 11,485.00	\$ 22,970.00	\$ 0.00	100.00
2100	FICA BENEFITS	\$ 10,544.00	\$ 8,057.72	\$ 805.78	\$ 1,611.56	\$ 874.72	91.70
2210	VSRS BENEFITS	\$ 16,731.00	\$ 13,942.79	\$ 1,394.28	\$ 2,788.56	\$ 0.35	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 21,465.00	\$ 15,740.20	\$ 1,574.02	\$ 3,148.04	\$ 2,576.76	88.00
2400	LIFE INSURANCE	\$ 1,640.00	\$ 1,366.71	\$ 121.74	\$ 273.34	\$ 0.05	100.00
2700	WORKERS COMPENSATION INSURANCE	\$ 180.00	\$ 0.00	\$ 0.00	\$ 122.73	\$ 57.27	68.18
3100	PROFESSIONAL SERVICES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00

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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	Expenditures AUGUST	Expenditures Year-to-Date	Available Balance	Percent Used
3310	REPAIR & MAINTENANCE	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
3320	MAINTENANCE SERVICE CONTRACTS	\$ 750.00	\$ 154.95	\$ 10.65	\$ 10.65	\$ 32.70	\$ 562.35	25.02
3500	PRINTING AND BINDING	\$ 1,200.00	\$ 0.00	\$ 142.77	\$ 142.77	\$ 142.77	\$ 1,057.23	11.90
3600	ADVERTISING	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
4100	DATA PROCESSING	\$ 1,800.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,800.00	0.00
5210	POSTAL SERVICES	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 280.00	\$ 2,720.00	9.33
5230	TELECOMMUNICATIONS	\$ 1,200.00	\$ 0.00	\$ 36.09	\$ 36.09	\$ 36.09	\$ 1,163.91	3.01
5510	TRAVEL MILEAGE	\$ 600.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 199.80	\$ 400.20	33.30
5540	TRAVEL CONVENTION & EDUCATION	\$ 2,000.00	\$ 0.00	\$ 300.00	\$ 300.00	\$ 597.76	\$ 1,402.24	29.89
5810	DUES & MEMBERSHIPS	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	\$ 600.00	40.00
6001	OFFICE SUPPLIES	\$ 1,100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 28.05	\$ 1,071.95	2.55
6012	BOOKS AND SUBSCRIPTIONS	\$ 800.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 800.00	0.00
8201	MACHINERY & EQUIPMENT	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00
12310	COMMISSIONER OF REVENUE	\$ 202,730.00	\$ 154,112.37	\$ 15,870.33	\$ 15,870.33	\$ 32,631.40	\$ 15,986.23	92.11
3320	FUNC 12320 ASSESSOR MAINTENANCE SERVICE CONTRACT	\$ 3,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,500.00	0.00
1100	FUNC 12410 TREASURER SALARIES - REGULAR	\$ 161,427.00	\$ 134,522.50	\$ 13,452.25	\$ 13,452.25	\$ 26,904.50	\$ 0.00	100.00
2100	FICA BENEFITS	\$ 12,350.00	\$ 10,207.47	\$ 1,020.75	\$ 1,020.75	\$ 2,041.50	\$ 101.03	99.18
2210	VSRS BENEFITS	\$ 19,597.00	\$ 16,331.03	\$ 1,633.10	\$ 1,633.10	\$ 3,266.20	\$ 0.23	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 10,254.00	\$ 8,545.04	\$ 854.48	\$ 854.48	\$ 1,708.96	\$ 0.00	100.00
2400	LIFE INSURANCE	\$ 1,921.00	\$ 1,600.82	\$ 142.59	\$ 142.59	\$ 320.16	\$ 0.02	100.00
2700	WORKERS COMPENSATION INSURANCE	\$ 210.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 143.75	\$ 66.25	68.45
3100	PROFESSIONAL SERVICES	\$ 300.00	\$ 0.00	\$ 22.05	\$ 22.05	\$ 22.05	\$ 277.95	7.35
3320	MAINTENANCE SERVICE CONTRACT	\$ 400.00	\$ 154.96	\$ 10.64	\$ 10.64	\$ 32.69	\$ 212.35	46.91
3500	PRINTING AND BINDING	\$ 8,500.00	\$ 0.00	\$ 142.78	\$ 142.78	\$ 142.78	\$ 8,357.22	1.68
3600	ADVERTISING	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00
5210	POSTAL SERVICES	\$ 19,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 19,000.00	0.00
5230	TELECOMMUNICATIONS	\$ 800.00	\$ 0.00	\$ 8.49	\$ 8.49	\$ 8.49	\$ 791.51	1.06
5306	SURETY BONDS	\$ 110.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 110.00	0.00
5510	TRAVEL MILEAGE	\$ 250.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 250.00	0.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 2,000.00	\$ 0.00	\$ 880.47	\$ 880.47	\$ 980.47	\$ 1,019.53	49.02
5810	DUES & MEMBERSHIPS	\$ 1,000.00	\$ 0.00	\$ 330.00	\$ 330.00	\$ 680.00	\$ 320.00	68.00
6001	OFFICE SUPPLIES	\$ 4,500.00	\$ 0.00	\$ 589.88	\$ 589.88	\$ 741.43	\$ 3,758.57	16.48
6022	SUPPLIES - DOG TAGS	\$ 750.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 750.00	0.00
12410	TREASURER	\$ 244,369.00	\$ 171,361.82	\$ 19,087.48	\$ 19,087.48	\$ 36,992.98	\$ 36,014.20	85.26
1100	FUNC 12510 DATA PROCESSING SALARIES & WAGES - REGULAR	\$ 122,425.00	\$ 102,020.84	\$ 10,202.08	\$ 10,202.08	\$ 20,404.16	\$ 0.00	100.00
1300	SALARIES - PART TIME	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 285.00	\$ 285.00	100.00
2100	FICA BENEFITS	\$ 9,366.00	\$ 7,017.19	\$ 701.72	\$ 701.72	\$ 1,425.24	\$ 923.57	90.14
2210	VSRS	\$ 14,862.00	\$ 12,385.32	\$ 1,238.54	\$ 1,238.54	\$ 2,477.08	\$ 0.40	100.00
2300	HOSPITAL/MEDICAL PLANS	\$ 13,762.00	\$ 11,467.80	\$ 1,146.78	\$ 1,146.78	\$ 2,293.56	\$ 0.64	100.00
2400	LIFE INSURANCE	\$ 1,457.00	\$ 1,214.05	\$ 108.14	\$ 108.14	\$ 242.81	\$ 0.14	99.99
2700	WORKER'S COMPENSATION	\$ 150.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 110.32	\$ 39.68	73.55
3100	PROFESSIONAL SERVICES	\$ 10,000.00	\$ 1,850.00	\$ 300.00	\$ 300.00	\$ 300.00	\$ 7,850.00	21.50
3320	MAINTENANCE SERVICE CONTRACT	\$ 42,000.00	\$ 23,960.56	\$ 1,806.44	\$ 1,806.44	\$ 8,006.44	\$ 10,033.00	76.11
5210	POSTAL SERVICES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2.46	\$ 497.54	0.49
5230	TELECOMMUNICATIONS	\$ 35,000.00	\$ 9,335.90	\$ 2,082.30	\$ 2,082.30	\$ 6,172.80	\$ 19,491.30	44.31
5540	TRAVEL CONVENTION & EDUCATION	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
6001	OFFICE SUPPLIES	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 315.13	\$ 1,684.87	15.76
6012	BOOKS & SUBSCRIPTIONS	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00
8207	EDP EQUIPMENT	\$ 19,000.00	\$ 2,065.00	\$ 539.98	\$ 539.98	\$ 539.98	\$ 16,395.02	13.71
12510	DATA PROCESSING	\$ 271,222.00	\$ 171,316.66	\$ 18,125.98	\$ 18,125.98	\$ 42,574.98	\$ 57,330.36	78.86

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FUNC 13100 ELECTORAL BOARD AND OFFICIALS								
1300	SALARIES - PART TIME	\$ 7,512.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 7,512.00	0.00
2100	FICA	\$ 575.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 575.00	0.00
2700	WORKER'S COMPENSATION	\$ 15.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 15.00	0.00
3000	PURCHASED SERVICES	\$ 4,200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 4,200.00	0.00
3160	ELECTORAL BOARD SERVICES	\$ 8,525.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 8,525.00	0.00
3320	MAINTENANCE SERVICE CONTRACT	\$ 5,220.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 5,220.00	0.00
3500	PRINTING AND BINDING	\$ 2,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,500.00	0.00
3600	ADVERTISING	\$ 340.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 340.00	0.00
5210	POSTAL SERVICES	\$ 2,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,500.00	0.00
5400	LEASES AND RENTALS	\$ 1,050.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,050.00	0.00
5510	TRAVEL MILEAGE	\$ 350.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 350.00	0.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 600.00	\$ 0.00	\$ 9.53	\$ 9.53	\$ 9.53	\$ 590.47	1.59
5810	DUES, SUBSCRIPTIONS & MEMBERSHIPS	\$ 190.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 190.00	0.00
6000	MATERIAL AND SUPPLIES	\$ 600.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 600.00	0.00
13100	ELECTORAL BOARD AND OFFICIALS	\$ 34,177.00	\$ 0.00	\$ 9.53	\$ 9.53	\$ 9.53	\$ 34,167.47	0.03
FUNC 13200 REGISTRAR								
1100	SALARIES - REGULAR	\$ 45,531.00	\$ 37,942.50	\$ 3,794.25	\$ 7,588.50	\$ 0.00	\$ 0.00	100.00
1300	SALARIES - PART TIME	\$ 8,840.00	\$ 0.00	\$ 832.00	\$ 1,196.00	\$ 7,644.00	\$ 13.53	
2100	FICA BENEFITS	\$ 4,160.00	\$ 2,916.40	\$ 355.28	\$ 674.77	\$ 568.83	\$ 86.33	
2210	VSRS BENEFITS	\$ 5,527.00	\$ 4,606.22	\$ 460.62	\$ 921.24	\$ 0.46	\$ 100.01	
2400	LIFE INSURANCE	\$ 542.00	\$ 451.52	\$ 40.22	\$ 90.30	\$ 0.18	\$ 99.97	
2700	WORKERS COMPENSATION INSURANCE	\$ 105.00	\$ 0.00	\$ 0.00	\$ 41.32	\$ 63.68	\$ 39.35	
3310	REPAIR & MAINTENANCE	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	\$ 0.00	
3320	MAINTENANCE & SERVICE CONTRACT	\$ 100.00	\$ 180.00	\$ 0.00	\$ 0.00	\$ 80.00	\$ 180.00	
5230	TELECOMMUNICATIONS	\$ 900.00	\$ 552.77	\$ 49.98	\$ 49.98	\$ 297.25	\$ 66.97	
5510	TRAVEL MILEAGE	\$ 150.00	\$ 0.00	\$ 148.12	\$ 148.12	\$ 1.88	\$ 98.75	
5540	TRAVEL CONVENTION & EDUCATION	\$ 850.00	\$ 0.00	\$ 116.99	\$ 286.99	\$ 563.01	\$ 33.76	
5810	DUES & SUBSCRIPTIONS	\$ 150.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 150.00	\$ 0.00	
6001	OFFICE SUPPLIES	\$ 700.00	\$ 0.00	\$ 124.90	\$ 124.90	\$ 575.10	\$ 17.84	
13200	REGISTRAR	\$ 67,755.00	\$ 46,649.41	\$ 5,922.36	\$ 11,122.12	\$ 9,983.47	\$ 85.27	
FUNC 21100 CIRCUIT COURT								
5841	COMPENSATION OF JURORS	\$ 2,000.00	\$ 0.00	\$ 600.00	\$ 750.00	\$ 1,250.00	\$ 37.50	
5842	JURY COMMISSIONERS	\$ 180.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 180.00	\$ 0.00	
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	\$ 600.00	\$ 750.00	\$ 11,430.00	\$ 6.16	
FUNC 21200 GENERAL DISTRICT COURT								
3320	MAINTENANCE SERVICE CONTRACT	\$ 0.00	\$ 200.00	\$ 0.00	\$ 0.00	\$ 200.00	\$ 100.00	
5210	POSTAL SERVICES	\$ 744.00	\$ 649.00	\$ 83.65	\$ 83.65	\$ 11.35	\$ 98.47	
5230	TELECOMMUNICATIONS	\$ 2,000.00	\$ 0.00	\$ 33.11	\$ 33.11	\$ 1,966.89	\$ 1.66	
5810	DUES & MEMBERSHIPS	\$ 85.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 85.00	\$ 0.00	
6001	OFFICE SUPPLIES	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,500.00	\$ 0.00	
6012	BOOKS AND SUBSCRIPTIONS	\$ 600.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 600.00	\$ 0.00	
8201	MACHINERY & EQUIPMENT	\$ 135.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 135.00	\$ 0.00	
21200	GENERAL DISTRICT COURT	\$ 5,064.00	\$ 849.00	\$ 116.76	\$ 116.76	\$ 4,098.24	\$ 19.07	
FUNC 21300 MAGISTRATE								
5230	TELECOMMUNICATIONS	\$ 1,000.00	\$ 0.00	\$ 28.18	\$ 28.18	\$ 971.82	\$ 2.82	
FUNC 21500 JUVENILE & DOMESTIC RELATIONS OFFICE								
3320	MAINTENANCE SERVICE CONTRACT	\$ 1,221.00	\$ 400.00	\$ 0.00	\$ 0.00	\$ 821.00	\$ 32.76	

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5210	POSTAL SERVICES	\$ 550.00	\$ 373.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 177.00	67.82	
5230	TELECOMMUNICATIONS	\$ 700.00	\$ 0.00	\$ 56.88	\$ 56.88	\$ 56.88	\$ 643.12	8.13	
5810	DUES & MEMBERSHIPS	\$ 300.00	\$ 0.00	\$ 0.00	\$ 40.00	\$ 40.00	\$ 260.00	13.33	
6001	OFFICE SUPPLIES	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,000.00	0.00	
21500	JUVENILE & DOMESTIC RELATIONS OF	\$ 4,771.00	\$ 773.00	\$ 56.88	\$ 56.88	\$ 96.88	\$ 3,901.12	18.23	
	FUNC 21600 CLERK OF THE CIRCUIT COURT								
1100	Salaries - Regular	\$ 21,400.00	\$ 0.00	\$ 4,000.00	\$ 4,000.00	\$ 4,000.00	\$ 17,400.00	18.69	
2100	FICA BENEFITS	\$ 12,814.00	\$ 0.00	\$ 1,064.45	\$ 2,028.31	\$ 2,028.31	\$ 10,785.69	15.83	
2210	VSRS BENEFITS	\$ 20,335.00	\$ 0.00	\$ 1,679.49	\$ 3,209.07	\$ 3,209.07	\$ 17,125.93	15.78	
2300	HEALTH INSURANCE BENEFITS	\$ 10,300.00	\$ 0.00	\$ 854.48	\$ 1,708.96	\$ 1,708.96	\$ 8,591.04	16.59	
2400	LIFE INSURANCE	\$ 1,993.00	\$ 0.00	\$ 164.63	\$ 330.94	\$ 330.94	\$ 1,662.06	16.61	
2700	WORKER'S COMPENSATION	\$ 180.00	\$ 0.00	\$ 0.00	\$ 147.55	\$ 147.55	\$ 32.45	81.97	
3100	PROFESSIONAL SERVICES	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,000.00	0.00	
3310	REPAIR & MAINTENANCE	\$ 150.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 150.00	0.00	
3320	MAINTENANCE SERVICE CONTRACT	\$ 1,000.00	\$ 804.00	\$ 201.00	\$ 201.00	\$ 201.00	\$ 5.00	100.50	
3500	PRINTING AND BINDING	\$ 300.00	\$ 0.00	\$ 654.08	\$ 654.08	\$ 654.08	\$ 354.08	218.03	
3510	MICROFILMING	\$ 7,000.00	\$ 0.00	\$ 619.21	\$ 1,166.58	\$ 1,166.58	\$ 5,833.42	16.67	
5210	POSTAL SERVICES	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 180.00	\$ 180.00	\$ 2,820.00	6.00	
5230	TELECOMMUNICATIONS	\$ 1,000.00	\$ 0.00	\$ 62.94	\$ 62.94	\$ 62.94	\$ 937.06	6.29	
6001	OFFICE SUPPLIES	\$ 6,000.00	\$ 0.00	\$ 292.01	\$ 385.86	\$ 385.86	\$ 5,614.14	6.43	
21600	CLERK OF THE CIRCUIT COURT	\$ 88,472.00	\$ 804.00	\$ 9,592.29	\$ 14,075.29	\$ 14,075.29	\$ 73,592.71	16.82	
	FUNC 21900 VICTIM/WITNESS PROGRAM								
1300	SALARIES/WAGES - PART TIME	\$ 28,965.00	\$ 24,137.53	\$ 2,413.74	\$ 4,827.48	\$ 4,827.48	\$ 0.01	100.00	
2100	FICA	\$ 2,217.00	\$ 1,825.62	\$ 182.56	\$ 365.12	\$ 365.12	\$ 26.26	98.82	
2210	VSRS	\$ 3,516.00	\$ 2,930.29	\$ 293.03	\$ 586.06	\$ 586.06	\$ 0.35	100.01	
2300	Health Insurance	\$ 3,978.00	\$ 4,272.40	\$ 427.24	\$ 854.48	\$ 854.48	\$ 1,148.88	128.88	
2400	LIFE INSURANCE	\$ 345.00	\$ 370.16	\$ 32.97	\$ 74.03	\$ 74.03	\$ 99.19	128.75	
2700	WORKER'S COMPENSATION	\$ 0.00	\$ 0.00	\$ 0.00	\$ 33.24	\$ 33.24	\$ 33.24	100.00	
5540	TRAVEL CONVENTION & EDUCATION	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00	
6001	OFFICE SUPPLIES	\$ 220.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 220.00	0.00	
21900	VICTIM/WITNESS PROGRAM	\$ 39,741.00	\$ 33,536.00	\$ 3,349.54	\$ 6,740.41	\$ 6,740.41	\$ 535.41	101.35	
	FUNC 21920 COURT SERVICES DETOXIFICATION								
3845	PURCHASED SERVICES - DETOX	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00	
	FUNC 21930 BLUE RIDGE LEGAL SERVICES								
5699	CIVIC CONTRIBUTIONS	\$ 2,000.00	\$ 0.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 0.00	100.00	
	FUNC 21940 REGIONAL COURT SERVICES								
5699	CIVIC CONTRIBUTIONS	\$ 3,759.00	\$ 0.00	\$ 0.00	\$ 3,759.00	\$ 3,759.00	\$ 0.00	100.00	
	FUNC 22100 COMMONWEALTH'S ATTORNEY								
1100	SALARIES - REGULAR	\$ 183,840.00	\$ 143,896.69	\$ 14,990.82	\$ 30,310.81	\$ 30,310.81	\$ 9,632.50	94.76	
1300	SALARIES - PART TIME	\$ 12,300.00	\$ 0.00	\$ 1,232.00	\$ 1,744.00	\$ 1,744.00	\$ 10,556.00	14.18	
2100	FICA BENEFITS	\$ 15,005.00	\$ 11,063.90	\$ 1,345.03	\$ 2,715.05	\$ 2,715.05	\$ 1,226.05	91.83	
2210	VSRS BENEFITS	\$ 22,318.00	\$ 17,566.48	\$ 1,985.31	\$ 4,095.84	\$ 4,095.84	\$ 655.68	97.06	
2300	HEALTH INSURANCE BENEFITS	\$ 10,163.00	\$ 8,544.80	\$ 854.48	\$ 1,708.96	\$ 1,708.96	\$ 90.76	100.89	
2400	LIFE INSURANCE	\$ 2,188.00	\$ 1,721.92	\$ 173.35	\$ 402.83	\$ 402.83	\$ 63.25	97.11	
2700	WORKERS COMPENSATION INSURANCE	\$ 210.00	\$ 0.00	\$ 0.00	\$ 174.59	\$ 174.59	\$ 35.41	83.14	
3320	MAINTENANCE SERVICE CONTRACT	\$ 1,000.00	\$ 319.50	\$ 67.26	\$ 67.26	\$ 67.26	\$ 613.24	38.68	
5210	POSTAL SERVICES	\$ 900.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 900.00	0.00	
5230	TELECOMMUNICATIONS	\$ 600.00	\$ 0.00	\$ 36.09	\$ 36.09	\$ 36.09	\$ 563.91	6.02	
5540	TRAVEL CONVENTION & EDUCATION	\$ 3,500.00	\$ 0.00	\$ 1,107.18	\$ 1,157.18	\$ 1,157.18	\$ 2,342.82	33.06	
5549	WITNESS TRAVEL EXPENDITURES	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00	

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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	Expenditures AUGUST	Expenditures Year-to-Date	Available Balance	Percent Used
5810	DUES & MEMBERSHIPS	\$ 1,030.00	\$ 0.00	\$	520.00	\$ 520.00	\$ 510.00	50.49
6001	OFFICE SUPPLIES	\$ 1,300.00	\$ 0.00	\$	125.90	\$ 125.90	\$ 1,174.10	9.68
6012	BOOKS AND SUBSCRIPTIONS	\$ 950.00	\$ 0.00	\$	24.00	\$ 444.00	\$ 506.00	46.74
22100	COMMONWEALTH'S ATTORNEY	\$ 256,304.00	\$ 183,113.29	\$	22,461.42	\$ 43,502.51	\$ 29,688.20	88.42
	FUNC 31200 SHERIFF							
1100	SALARIES - REGULAR	\$ 1,000,168.00	\$ 834,257.50	\$	83,675.75	\$ 167,101.50	\$ 1,191.00	100.12
1300	SALARIES - PART TIME	\$ 20,000.00	\$ 0.00	\$	1,693.35	\$ 2,125.75	\$ 17,874.25	10.63
2100	FICA BENEFITS	\$ 78,045.00	\$ 59,888.30	\$	6,137.51	\$ 12,159.43	\$ 5,997.27	92.32
2210	VSRS BENEFITS	\$ 121,420.00	\$ 101,278.86	\$	10,127.89	\$ 20,255.78	\$ 114.64	100.09
2300	HEALTH INSURANCE BENEFITS	\$ 113,555.00	\$ 95,014.40	\$	9,501.45	\$ 19,002.90	\$ 462.30	100.41
2400	LIFE INSURANCE	\$ 11,902.00	\$ 9,927.66	\$	884.33	\$ 1,985.56	\$ 11.22	100.09
2700	WORKERS COMPENSATION INSURANCE	\$ 10,500.00	\$ 0.00	\$	0.00	\$ 10,828.69	\$ 328.69	103.13
2860	LINE OF DUTY BENEFITS	\$ 7,061.00	\$ 0.00	\$	0.00	\$ 7,060.50	\$ 0.50	99.99
3100	PROFESSIONAL SERVICES	\$ 18,200.00	\$ 0.00	\$	109.10	\$ 123.20	\$ 18,076.80	0.68
3310	REPAIR & MAINTENANCE	\$ 3,000.00	\$ 0.00	\$	0.00	\$ 0.00	\$ 3,000.00	0.00
3320	MAINTENANCE SERVICE CONTRACT	\$ 23,000.00	\$ 3,992.00	\$	0.00	\$ 0.00	\$ 19,008.00	17.36
3350	INSURED REPAIRS	\$ 1,000.00	\$ 0.00	\$	0.00	\$ 0.00	\$ 1,000.00	0.00
5210	POSTAL SERVICES	\$ 3,000.00	\$ 0.00	\$	392.30	\$ 402.95	\$ 2,597.05	13.43
5230	TELECOMMUNICATIONS	\$ 12,000.00	\$ 13,994.20	\$	1,479.83	\$ 1,479.83	\$ 3,474.03	128.95
5305	MOTOR VEHICLE INSURANCE	\$ 15,000.00	\$ 0.00	\$	0.00	\$ 12,325.00	\$ 2,675.00	82.17
5530	TRAVEL SUBSISTANCE & LODGING	\$ 8,000.00	\$ 0.00	\$	507.42	\$ 507.42	\$ 7,492.58	6.34
5540	TRAVEL CONVENTION & EDUCATION	\$ 2,500.00	\$ 0.00	\$	299.00	\$ 824.00	\$ 1,676.00	32.96
5800	MISCELLANEOUS CHARGES	\$ 2,000.00	\$ 0.00	\$	0.00	\$ 35.00	\$ 1,965.00	1.75
5810	DUES & MEMBERSHIPS	\$ 2,500.00	\$ 0.00	\$	120.00	\$ 120.00	\$ 2,380.00	4.80
6001	OFFICE SUPPLIES	\$ 3,500.00	\$ 0.00	\$	484.32	\$ 564.73	\$ 2,935.27	16.14
6007	REPAIR AND MAINTENANCE SUPPLIES	\$ 39,900.00	\$ 18,376.73	\$	3,998.48	\$ 4,105.90	\$ 17,417.37	56.35
6008	VEHICLE AND EQUIP FUEL	\$ 75,000.00	\$ 0.00	\$	5,975.58	\$ 9,072.05	\$ 65,927.95	12.10
6010	POLICE SUPPLIES	\$ 5,000.00	\$ 0.00	\$	30.52	\$ 97.01	\$ 4,902.99	1.94
6011	UNIFORM AND WEARING APPAREL	\$ 7,000.00	\$ 0.00	\$	182.26	\$ 371.74	\$ 6,628.26	5.31
6017	AMMUNITION	\$ 7,000.00	\$ 5,639.59	\$	228.52	\$ 228.52	\$ 1,131.89	83.83
6024	INSURED REPAIRS	\$ 5,000.00	\$ 0.00	\$	0.00	\$ 0.00	\$ 5,000.00	0.00
31200	SHERIFF	\$ 1,595,251.00	\$ 1,142,369.24	\$	125,827.61	\$ 270,777.46	\$ 182,104.30	88.58
	FUNC 31210 CRIMINAL JUSTICE TRAINING CENTER							
5699	CIVIC CONTRIBUTIONS	\$ 16,000.00	\$ 0.00	\$	0.00	\$ 16,300.00	\$ 300.00	101.88
	FUNC 31220 DRUG TASK FORCE							
5699	CIVIC CONTRIBUTIONS	\$ 9,500.00	\$ 0.00	\$	0.00	\$ 0.00	\$ 9,500.00	0.00
	FUNC 32100 EMERGENCY MEDICAL SERVICES							
1100	SALARIES - REGULAR	\$ 254,212.00	\$ 215,505.33	\$	18,263.63	\$ 37,647.58	\$ 1,059.09	99.58
1300	SALARIES - PART TIME	\$ 18,000.00	\$ 0.00	\$	2,244.00	\$ 3,540.00	\$ 14,460.00	19.67
2100	FICA BENEFITS	\$ 20,824.00	\$ 16,486.16	\$	1,410.95	\$ 2,834.98	\$ 1,502.86	92.78
2210	VSRS BENEFITS	\$ 26,195.00	\$ 21,831.77	\$	1,910.30	\$ 3,810.06	\$ 553.17	97.89
2300	HEALTH INSURANCE BENEFITS	\$ 31,642.00	\$ 26,367.50	\$	2,636.75	\$ 5,273.50	\$ 1.00	100.00
2400	LIFE INSURANCE	\$ 2,568.00	\$ 2,050.14	\$	166.81	\$ 373.37	\$ 144.49	94.37
2700	WORKERS COMPENSATION INSURANCE	\$ 13,125.00	\$ 0.00	\$	0.00	\$ 14,755.52	\$ 1,630.52	112.42
2860	LINE OF DUTY BENEFITS	\$ 2,158.00	\$ 0.00	\$	0.00	\$ 2,157.50	\$ 0.50	99.98
5230	TELECOMMUNICATIONS	\$ 800.00	\$ 0.00	\$	64.01	\$ 64.01	\$ 735.99	8.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 100.00	\$ 0.00	\$	0.00	\$ 0.00	\$ 100.00	0.00
6001	OFFICE SUPPLIES	\$ 400.00	\$ 0.00	\$	0.00	\$ 0.00	\$ 400.00	0.00
6008	VEHICLE AND EQUIP FUEL	\$ 1,500.00	\$ 0.00	\$	0.00	\$ 0.00	\$ 1,500.00	0.00
6011	UNIFORM AND WEARING APPAREL	\$ 1,100.00	\$ 0.00	\$	0.00	\$ 0.00	\$ 1,100.00	0.00
32100	EMERGENCY MEDICAL SERVICES	\$ 372,624.00	\$ 282,240.90	\$	26,696.45	\$ 70,456.52	\$ 19,926.58	94.65



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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	Expenditures AUGUST	Expenditures Year-to-Date	Available Balance	Percent Used
-----								
FUNC 32200 VOLUNTEER FIRE COMPANIES								
5697	TWO FOR LIFE DISTRIBUTION	\$ 15,722.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 15,722.00	0.00
5698	FIRE PROGRAMS DISTRIBUTION	\$ 25,183.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 25,183.00	0.00
-----								
32200	VOLUNTEER FIRE COMPANIES	\$ 40,905.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 40,905.00	0.00
-----								
FUNC 32201 BLUE RIDGE VOLUNTEER FIRE COMPANY								
2860	LINE OF DUTY BENEFITS	\$ 1,600.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,827.00	\$ 227.00	114.19
5699	CIVIC CONTRIBUTIONS	\$ 50,000.00	\$ 0.00	\$ 12,500.00	\$ 12,500.00	\$ 12,500.00	\$ 37,500.00	25.00
-----								
32201	BLUE RIDGE VOLUNTEER FIRE COMPAN	\$ 51,600.00	\$ 0.00	\$ 12,500.00	\$ 12,500.00	\$ 14,327.00	\$ 37,273.00	27.77
-----								
FUNC 32202 BOYCE VOLUNTEER FIRE COMPANY								
2860	LINE OF DUTY BENEFITS	\$ 2,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,898.00	\$ 398.00	115.92
5699	CIVIC CONTRIBUTIONS	\$ 50,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 50,000.00	0.00
-----								
32202	BOYCE VOLUNTEER FIRE COMPANY	\$ 52,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,898.00	\$ 49,602.00	5.52
-----								
FUNC 32203 ENDERS VOLUNTEER FIRE COMPANY								
2860	LINE OF DUTY BENEFITS	\$ 3,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,969.00	\$ 469.00	113.40
5699	CIVIC CONTRIBUTIONS	\$ 75,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 18,750.00	\$ 56,250.00	25.00
-----								
32203	ENDERS VOLUNTEER FIRE COMPANY	\$ 78,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 22,719.00	\$ 55,781.00	28.94
-----								
FUNC 32204 SHENDANDOAH FARMS VOLUNTEER FIRE COMPANY								
2860	LINE OF DUTY BENEFITS	\$ 1,200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,386.00	\$ 186.00	115.50
5699	CIVIC CONTRIBUTIONS	\$ 50,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 50,000.00	0.00
-----								
32204	SHENDANDOAH FARMS VOLUNTEER FIRE	\$ 51,200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,386.00	\$ 49,814.00	2.71
-----								
FUNC 32300 LORD FAIRFAX EMERGENCY MEDICAL								
5699	CIVIC CONTRIBUTION	\$ 4,929.00	\$ 0.00	\$ 4,929.00	\$ 4,929.00	\$ 4,929.00	\$ 0.00	100.00
-----								
FUNC 32400 FORESTRY SERVICE								
5699	CIVIC CONTRIBUTION	\$ 2,231.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,231.00	0.00
-----								
FUNC 33100 REGIONAL JAIL								
7000	JOINT OPERATIONS	\$ 453,049.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 116,284.25	\$ 336,764.75	25.67
-----								
FUNC 33200 JUVENILE DETENTION								
3840	PURCHASED SERVICES - DETENTION C	\$ 50,818.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 50,818.00	0.00
-----								
FUNC 33300 PROBATION OFFICE								
5210	POSTAL SERVICES	\$ 125.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 125.00	0.00
5230	TELECOMMUNICATIONS	\$ 500.00	\$ 0.00	\$ 27.84	\$ 27.84	\$ 27.84	\$ 472.16	5.57
6001	OFFICE SUPPLIES	\$ 300.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 300.00	0.00
-----								
33300	PROBATION OFFICE	\$ 925.00	\$ 0.00	\$ 27.84	\$ 27.84	\$ 27.84	\$ 897.16	3.01
-----								
FUNC 34100 BUILDING INSPECTIONS								
1100	SALARIES - REGULAR	\$ 98,455.00	\$ 82,045.84	\$ 8,204.58	\$ 8,204.58	\$ 16,409.16	\$ 0.00	100.00
2100	FICA BENEFITS	\$ 7,532.00	\$ 5,712.81	\$ 571.28	\$ 571.28	\$ 1,142.56	\$ 676.63	91.02
2210	VSRS BENEFITS	\$ 11,952.00	\$ 9,960.37	\$ 996.03	\$ 996.03	\$ 1,992.06	\$ 0.43	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 11,186.00	\$ 9,321.80	\$ 932.10	\$ 932.10	\$ 1,864.20	\$ 0.00	100.00
2400	LIFE INSURANCE	\$ 1,172.00	\$ 976.35	\$ 86.96	\$ 86.96	\$ 195.26	\$ 0.39	99.97
2700	WORKERS COMPENSATION INSURANCE	\$ 895.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,020.20	\$ 125.20	113.99
3320	MAINTENANCE SERVICE CONTRACT	\$ 1,900.00	\$ 1,010.00	\$ 1,200.00	\$ 1,200.00	\$ 1,200.00	\$ 310.00	116.32
3500	PRINTING AND BINDING	\$ 600.00	\$ 0.00	\$ 73.05	\$ 73.05	\$ 73.05	\$ 526.95	12.17
3600	ADVERTISING	\$ 150.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 150.00	0.00

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5210	POSTAL SERVICES	\$ 150.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 150.00	0.00
5230	TELECOMMUNICATIONS	\$ 1,300.00	\$ 310.90	\$ 55.69	\$ 55.69	\$ 55.69	\$ 933.41	28.20
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	\$ 260.00	\$ 260.00	\$ 260.00	\$ 340.00	43.33
5810	DUES & MEMBERSHIPS	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
6001	OFFICE SUPPLIES	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,500.00	0.00
6008	VEHICLE AND EQUIP FUEL	\$ 2,500.00	\$ 0.00	\$ 230.92	\$ 230.92	\$ 230.92	\$ 2,269.08	9.24
6012	BOOKS AND SUBSCRIPTIONS	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00
34100	BUILDING INSPECTIONS	\$ 141,492.00	\$ 109,338.07	\$ 12,610.61	\$ 12,610.61	\$ 24,443.10	\$ 7,710.83	94.55
	FUNC 35100 ANIMAL CONTROL							
1100	SALARIES - REGULAR	\$ 35,845.00	\$ 29,870.84	\$ 2,987.08	\$ 2,987.08	\$ 5,974.16	\$ 0.00	100.00
1300	SALARIES - PART TIME	\$ 20,000.00	\$ 0.00	\$ 1,335.76	\$ 1,335.76	\$ 2,476.80	\$ 17,523.20	12.38
2100	FICA BENEFITS	\$ 4,272.00	\$ 1,936.62	\$ 295.85	\$ 295.85	\$ 576.80	\$ 1,758.58	58.83
2210	VSRS BENEFITS	\$ 4,352.00	\$ 3,626.32	\$ 362.63	\$ 362.63	\$ 725.26	\$ 0.42	99.99
2300	HEALTH INSURANCE BENEFITS	\$ 5,593.00	\$ 4,660.50	\$ 466.05	\$ 466.05	\$ 932.10	\$ 0.40	99.99
2400	LIFE INSURANCE	\$ 427.00	\$ 355.46	\$ 31.66	\$ 31.66	\$ 71.09	\$ 0.45	99.89
2700	WORKERS COMPENSATION INSURANCE	\$ 535.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 577.44	\$ 42.44	107.93
2860	LINE OF DUTY BENEFITS	\$ 250.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 250.00	0.00
3100	PROFESSIONAL SERVICES	\$ 7,000.00	\$ 0.00	\$ 51.28	\$ 51.28	\$ 51.28	\$ 6,948.72	0.73
3500	PRINTING AND BINDING	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00
5210	POSTAL SERVICES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
5230	TELECOMMUNICATIONS	\$ 2,000.00	\$ 155.45	\$ 95.08	\$ 95.08	\$ 95.08	\$ 1,749.47	12.53
5510	TRAVEL MILEAGE	\$ 608.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 608.00	0.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,000.00	0.00
5810	DUES & MEMBERSHIPS	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
6001	OFFICE SUPPLIES	\$ 150.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 150.00	0.00
6004	MEDICAL AND LABORATORY SUPPLIES	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,500.00	0.00
6008	VEHICLE AND EQUIP FUEL	\$ 848.00	\$ 0.00	\$ 137.59	\$ 137.59	\$ 137.59	\$ 710.41	16.23
6011	UNIFORM AND WEARING APPAREL	\$ 400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	0.00
6014	OTHER OPERATING SUPPLIES	\$ 5,000.00	\$ 100.00	\$ 233.60	\$ 233.60	\$ 272.55	\$ 4,627.45	7.45
35100	ANIMAL CONTROL	\$ 91,180.00	\$ 40,705.19	\$ 5,996.58	\$ 5,996.58	\$ 11,890.15	\$ 38,584.66	57.68
	FUNC 35300 MEDICAL EXAMINER & INDIGENT BURIAL							
3100	PROFESSIONAL SERVICES	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,000.00	0.00
	FUNC 35600 COMMUNICATIONS							
1100	Salaries - Regular	\$ 208,522.00	\$ 173,769.15	\$ 17,376.93	\$ 17,376.93	\$ 34,753.86	\$ 1.01	100.00
2100	FICA Benefits	\$ 15,952.00	\$ 12,728.96	\$ 1,272.88	\$ 1,272.88	\$ 2,545.76	\$ 677.28	95.75
2210	VSRS Benefits	\$ 25,315.00	\$ 21,095.58	\$ 2,109.55	\$ 2,109.55	\$ 4,219.10	\$ 0.32	100.00
2300	Health Insurance Benefits	\$ 31,228.00	\$ 26,022.50	\$ 2,602.25	\$ 2,602.25	\$ 5,204.50	\$ 1.00	100.00
2400	Life Insurance	\$ 2,481.00	\$ 2,067.85	\$ 184.18	\$ 184.18	\$ 413.55	\$ 0.40	100.02
2700	Worker's Compensation	\$ 265.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 185.68	\$ 79.32	70.07
3320	MAINTENANCE SERVICE CONTRACT	\$ 62,338.00	\$ 0.00	\$ 11,651.00	\$ 11,651.00	\$ 11,651.00	\$ 50,687.00	18.69
5230	TELECOMMUNICATIONS	\$ 26,250.00	\$ 1,213.00	\$ 1,543.05	\$ 1,543.05	\$ 2,816.31	\$ 22,220.69	15.35
5420	TOWER LEASE	\$ 25,200.00	\$ 0.00	\$ 2,070.00	\$ 2,070.00	\$ 4,140.00	\$ 21,060.00	16.43
5540	TRAVEL CONVENTION & EDUCATION	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,000.00	0.00
5810	DUES & MEMBERSHIPS	\$ 300.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 300.00	0.00
6001	OFFICE SUPPLIES	\$ 2,000.00	\$ 0.00	\$ 138.19	\$ 138.19	\$ 389.29	\$ 1,610.71	19.46
6011	UNIFORM AND WEARING APPAREL	\$ 1,500.00	\$ 0.00	\$ 227.22	\$ 227.22	\$ 227.22	\$ 1,272.78	15.15
6014	OTHER OPERATING SUPPLIES	\$ 300.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 300.00	0.00
35600	COMMUNICATIONS	\$ 403,651.00	\$ 236,897.04	\$ 39,175.25	\$ 39,175.25	\$ 66,546.27	\$ 100,207.69	75.17
	FUNC 42400 REFUSE DISPOSAL							
3840	PURCHASED SERVICES	\$ 168,000.00	\$ 0.00	\$ 12,620.16	\$ 12,620.16	\$ 12,620.16	\$ 155,379.84	7.51

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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	AUGUST	Expenditures Year-to-Date	Available Balance	Percent Used
6014	FUNC 42600 LITTER CONTROL PROGRAM OTHER OPERATING SUPPLIES	\$ 5,399.00	\$ 2,455.82	\$ 624.18	\$ 624.18	\$ 624.18	\$ 2,319.00	57.05
3840	FUNC 42700 SANITATION PURCHASED SERVICES	\$ 24,000.00	\$ 0.00	\$ 2,206.36	\$ 2,206.36	\$ 2,206.36	\$ 21,793.64	9.19
5699	CIVIC CONTRIBUTIONS (CCSA)	\$ 37,000.00	\$ 0.00	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 35,000.00	5.41
42700	SANITATION	\$ 61,000.00	\$ 0.00	\$ 4,206.36	\$ 4,206.36	\$ 4,206.36	\$ 56,793.64	6.90
1100	FUNC 43200 GENERAL PROPERTY MAINTENANCE SALARIES - REGULAR	\$ 158,749.00	\$ 117,250.18	\$ 11,725.05	\$ 11,725.05	\$ 23,450.10	\$ 18,048.72	88.63
2100	FICA BENEFITS	\$ 12,144.00	\$ 8,206.65	\$ 820.66	\$ 820.66	\$ 1,641.32	\$ 2,296.03	81.09
2210	VRSR BENEFITS	\$ 19,272.00	\$ 14,080.37	\$ 1,408.04	\$ 1,408.04	\$ 2,816.08	\$ 2,375.55	87.67
2300	HEALTH INSURANCE BENEFITS	\$ 20,611.00	\$ 14,379.92	\$ 1,437.93	\$ 1,437.93	\$ 2,875.86	\$ 3,355.22	83.72
2400	LIFE INSURANCE	\$ 1,889.00	\$ 1,395.28	\$ 124.29	\$ 124.29	\$ 279.07	\$ 214.65	88.64
2700	WORKERS COMPENSATION INSURANCE	\$ 3,150.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,636.34	\$ 486.34	115.44
3100	PROFESSIONAL SERVICES	\$ 600.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 600.00	\$ 600.00	0.00
3310	REPAIR & MAINTENANCE	\$ 55,735.00	\$ 14,925.00	\$ 0.00	\$ 0.00	\$ 975.00	\$ 39,835.00	28.53
3320	MAINTENANCE SERVICE CONTRACT	\$ 110,500.00	\$ 86,193.47	\$ 13,314.08	\$ 13,314.08	\$ 14,272.99	\$ 10,033.54	90.92
3600	ADVERTISING	\$ 1,100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,100.00	0.00
5110	ELECTRICAL SERVICES	\$ 105,847.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 105,847.00	0.00
5120	HEATING SERVICES	\$ 34,549.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 34,549.00	0.00
5130	WATER & SEWAGE SERVICES	\$ 24,855.00	\$ 0.00	\$ 67.40	\$ 67.40	\$ 97.25	\$ 24,757.75	0.39
5230	TELECOMMUNICATIONS	\$ 3,900.00	\$ 1,599.54	\$ 240.82	\$ 240.82	\$ 240.82	\$ 2,059.64	47.19
5301	BOILER INSURANCE	\$ 1,952.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,952.00	\$ 0.00	100.00
5302	FIRE INSURANCE	\$ 19,420.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 19,420.00	\$ 0.00	100.00
5305	MOTOR VEHICLE INSURANCE	\$ 5,328.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 5,130.00	\$ 198.00	96.28
5308	GENERAL LIABILITY INSURANCE	\$ 9,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 8,356.00	\$ 644.00	92.84
5410	EQUIPMENT RENTAL	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,000.00	0.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00
6003	AGRICULTURAL SUPPLIES	\$ 750.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 750.00	0.00
6005	LAUNDRY, HOUSEKEEPING, & JANITOR	\$ 16,000.00	\$ 11,541.91	\$ 11,518.64	\$ 11,518.64	\$ 11,518.64	\$ 7,060.55	144.13
6007	REPAIR AND MAINTENANCE SUPPLIES	\$ 50,000.00	\$ 5,000.00	\$ 62.84	\$ 62.84	\$ 384.84	\$ 44,615.16	10.77
6008	VEHICLE AND EQUIP FUEL	\$ 8,888.00	\$ 0.00	\$ 440.25	\$ 440.25	\$ 485.76	\$ 8,402.24	5.47
6009	VEHICLE AND EQUIPMENT SUPPLIES	\$ 5,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 5,500.00	0.00
6014	OTHER OPERATING SUPPLIES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 14.03	\$ 485.97	2.81
8201	MACHINERY & EQUIPMENT	\$ 8,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 8,000.00	0.00
8202	FURNITURE & FIXTURES	\$ 400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	0.00
43200	GENERAL PROPERTY MAINTENANCE	\$ 682,639.00	\$ 274,572.32	\$ 41,160.00	\$ 41,160.00	\$ 97,546.10	\$ 310,520.58	54.51
3100	FUNC 43202 101 CHALMERS COURT PROFESSIONAL SERVICES	\$ 0.00	\$ 0.00	\$ 236.25	\$ 236.25	\$ 236.25	\$ 236.25	100.00
3310	REPAIR & MAINTENANCE	\$ 3,100.00	\$ 2,000.00	\$ 1,030.52	\$ 1,030.52	\$ 1,030.52	\$ 69.48	97.76
3320	MAINTENANCE SERVICE CONTRACTS	\$ 32,300.00	\$ 28,039.85	\$ 4,180.74	\$ 4,180.74	\$ 4,180.74	\$ 79.41	99.75
5130	WATER & SEWAGE SERVICES	\$ 100.00	\$ 0.00	\$ 55.35	\$ 55.35	\$ 55.35	\$ 44.65	55.35
6007	REPAIR AND MAINT SUPPLIES	\$ 700.00	\$ 0.00	\$ 321.38	\$ 321.38	\$ 600.82	\$ 99.18	85.83
43202	101 CHALMERS COURT	\$ 36,200.00	\$ 30,039.85	\$ 5,824.24	\$ 5,824.24	\$ 6,103.68	\$ 56.47	99.84
3310	FUNC 43205 129 RAMSBURG LN MAINTENANCE DEPT REPAIR & MAINTENANCE	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 108.00	\$ 392.00	21.60
3320	MAINTENANCE SERVICE CONTRACTS	\$ 200.00	\$ 0.00	\$ 104.50	\$ 104.50	\$ 104.50	\$ 95.50	52.25
5130	WATER & SEWAGE SERVICES	\$ 100.00	\$ 0.00	\$ 15.50	\$ 15.50	\$ 15.50	\$ 84.50	15.50
43205	129 RAMSBURG LN MAINTENANCE DEPT	\$ 800.00	\$ 0.00	\$ 120.00	\$ 120.00	\$ 228.00	\$ 572.00	28.50
3320	FUNC 43206 100 N CHRUCH ST/RADIO TOWER MAINTENANCE SERVICE CONTRACTS	\$ 2,800.00	\$ 2,580.00	\$ 190.00	\$ 190.00	\$ 190.00	\$ 30.00	98.93

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5110	ELECTRICAL SERVICES	\$ 200.00	\$ 0.00	\$ 147.42	\$ 147.42	\$ 147.42	\$ 52.58	73.71
5120	HEATING SERVICES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 72.14	\$ 72.14	\$ 27.86	72.14
5130	WATER & SEWAGE SERVICES	\$ 200.00	\$ 0.00	\$ 148.37	\$ 176.22	\$ 176.22	\$ 23.78	88.11
6007	REPAIR AND MAINT SUPPLIES	\$ 200.00	\$ 0.00	\$ 119.60	\$ 119.60	\$ 119.60	\$ 80.40	59.80
43206	100 N CHRUCH ST/RADIO TOWER	\$ 3,500.00	\$ 2,580.00	\$ 605.39	\$ 705.38	\$ 705.38	\$ 214.62	93.87
	FUNC 43207 102 N CHRUCH ST							
3310	REPAIR & MAINTENANCE	\$ 3,400.00	\$ 3,000.00	\$ 383.10	\$ 383.10	\$ 383.10	\$ 16.90	99.50
3320	MAINTENANCE SERVICE CONTRACTS	\$ 200.00	\$ 0.00	\$ 171.00	\$ 171.00	\$ 171.00	\$ 29.00	85.50
6007	REPAIR AND MAINT SUPPLIES	\$ 600.00	\$ 0.00	\$ 527.52	\$ 527.52	\$ 527.52	\$ 72.48	87.92
43207	102 N CHRUCH ST	\$ 4,200.00	\$ 3,000.00	\$ 1,081.62	\$ 1,081.62	\$ 1,081.62	\$ 118.38	97.18
	FUNC 43208 104 N CHURCH/106 N CHURCH ST							
3310	REPAIR & MAINTENANCE	\$ 12,500.00	\$ 10,892.00	\$ 0.00	\$ 1,300.00	\$ 1,300.00	\$ 308.00	97.54
3320	MAINTENANCE SERVICE CONTRACTS	\$ 1,700.00	\$ 1,320.00	\$ 323.00	\$ 323.00	\$ 323.00	\$ 57.00	96.65
5130	WATER & SEWAGE SERVICES	\$ 100.00	\$ 0.00	\$ 88.28	\$ 88.28	\$ 88.28	\$ 11.72	88.28
6007	REPAIR AND MAINT SUPPLIES	\$ 300.00	\$ 0.00	\$ 172.95	\$ 206.09	\$ 206.09	\$ 93.91	68.70
43208	104 N CHURCH/106 N CHURCH ST	\$ 14,600.00	\$ 12,212.00	\$ 584.23	\$ 1,917.37	\$ 1,917.37	\$ 470.63	96.78
	FUNC 43209 225 RAMSBURG LANE ANIMAL SHELTER							
3310	PROFESSIONAL SERVICES	\$ 3,000.00	\$ 1,000.00	\$ 1,934.13	\$ 1,934.13	\$ 1,934.13	\$ 65.87	97.80
3320	MAINTENANCE SERVICE CONTRACTS	\$ 600.00	\$ 0.00	\$ 513.00	\$ 513.00	\$ 513.00	\$ 87.00	85.50
5110	ELECTRICAL SERVICES	\$ 700.00	\$ 0.00	\$ 614.51	\$ 614.51	\$ 614.51	\$ 85.49	87.79
5120	HEATING SERVICES	\$ 600.00	\$ 0.00	\$ 594.26	\$ 594.26	\$ 594.26	\$ 5.74	99.04
6007	REPAIR AND MAINT SUPPLIES	\$ 100.00	\$ 0.00	\$ 20.66	\$ 20.66	\$ 20.66	\$ 79.34	20.66
43209	225 RAMSBURG LANE ANIMAL SHELTER	\$ 5,000.00	\$ 1,000.00	\$ 3,676.56	\$ 3,676.56	\$ 3,676.56	\$ 323.44	93.53
	FUNC 43210 524 WESTWOOD RD							
3310	REPAIR & MAINTENANCE	\$ 307.00	\$ 0.00	\$ 180.00	\$ 306.34	\$ 306.34	\$ 0.66	99.79
3320	MAINTENANCE SERVICE CONTRACTS	\$ 200.00	\$ 0.00	\$ 190.00	\$ 190.00	\$ 190.00	\$ 10.00	95.00
5110	ELECTRICAL SERVICES	\$ 300.00	\$ 0.00	\$ 215.13	\$ 215.13	\$ 215.13	\$ 84.87	71.71
6007	REPAIR AND MAINT SUPPLIES	\$ 100.00	\$ 0.00	\$ 18.47	\$ 18.47	\$ 18.47	\$ 81.53	18.47
43210	524 WESTWOOD RD	\$ 907.00	\$ 0.00	\$ 603.60	\$ 729.94	\$ 729.94	\$ 177.06	80.48
	FUNC 43211 225 AL SMITH CIR REC CENTER							
3310	REPAIR & MAINTENANCE	\$ 500.00	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
3320	MAINTENANCE SERVICE CONTRACTS	\$ 300.00	\$ 0.00	\$ 209.00	\$ 209.00	\$ 209.00	\$ 91.00	69.67
5110	ELECTRICAL SERVICES	\$ 1,400.00	\$ 0.00	\$ 1,334.79	\$ 1,334.79	\$ 1,334.79	\$ 65.21	95.34
5130	WATER & SEWAGE SERVICES	\$ 300.00	\$ 0.00	\$ 248.00	\$ 248.00	\$ 248.00	\$ 52.00	82.67
6007	REPAIR AND MAINT SUPPLIES	\$ 1,300.00	\$ 0.00	\$ 1,248.75	\$ 1,248.75	\$ 1,248.75	\$ 51.25	96.06
43211	225 AL SMITH CIR REC CENTER	\$ 3,800.00	\$ 500.00	\$ 3,040.54	\$ 3,040.54	\$ 3,040.54	\$ 259.46	93.17
	FUNC 43212 225 AL SMITH CIR PARK OFFICE/GROUNDS							
3310	REPAIR & MAINTENANCE	\$ 3,858.00	\$ 1,458.89	\$ 1,916.11	\$ 2,374.06	\$ 2,374.06	\$ 25.05	99.35
5110	ELECTRICAL SERVICES	\$ 1,400.00	\$ 0.00	\$ 1,384.44	\$ 1,384.44	\$ 1,384.44	\$ 15.56	98.89
5130	WATER & SEWAGE SERVICES	\$ 400.00	\$ 0.00	\$ 351.08	\$ 351.08	\$ 351.08	\$ 48.92	87.77
6007	REPAIR AND MAINT SUPPLIES	\$ 200.00	\$ 0.00	\$ 159.74	\$ 159.74	\$ 159.74	\$ 40.26	79.87
43212	225 AL SMITH CIR PARK OFFICE/GRO	\$ 5,858.00	\$ 1,458.89	\$ 3,811.37	\$ 4,269.32	\$ 4,269.32	\$ 129.79	97.78
	FUNC 43213 225 AL SMITH CIR POOL							
3310	REPAIR & MAINTENANCE	\$ 1,100.00	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	90.91
5110	ELECTRICAL SERVICES	\$ 500.00	\$ 0.00	\$ 451.44	\$ 451.44	\$ 451.44	\$ 48.56	90.29

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5130	WATER & SEWAGE SERVICES	\$ 2,400.00	\$ 0.00	\$ 2,317.35	\$ 2,317.35	\$ 82.65	96.56	
6007	REPAIR AND MAINT SUPPLIES	\$ 0.00	\$ 0.00	\$ 15.98	\$ 15.98	\$ 15.98	100.00	
43213	225 AL SMITH CIR POOL	\$ 4,000.00	\$ 1,000.00	\$ 2,784.77	\$ 2,784.77	\$ 215.23	94.62	
	FUNC 43214 225 AL SMITH CIR BASEBALL							
3310	REPAIR & MAINTENANCE	\$ 1,300.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,300.00	0.00	
5110	ELECTRICAL SERVICES	\$ 300.00	\$ 0.00	\$ 201.15	\$ 201.15	\$ 98.85	67.05	
6007	REPAIR AND MAINT SUPPLIES	\$ 100.00	\$ 1,347.84	\$ 0.00	\$ 17.13	\$ 1,264.97	1364.97	
43214	225 AL SMITH CIR BASEBALL	\$ 1,700.00	\$ 1,347.84	\$ 201.15	\$ 218.28	\$ 133.88	92.12	
	FUNC 43215 225 AL SMITH CIR SOCCER							
5110	ELECTRICAL SERVICES	\$ 100.00	\$ 0.00	\$ 70.61	\$ 70.61	\$ 29.39	70.61	
	FUNC 43236 36 E MAIN ST							
3310	REPAIR & MAINTENANCE	\$ 8,450.00	\$ 7,000.00	\$ 0.00	\$ 1,450.00	\$ 0.00	100.00	
5130	WATER & SEWAGE SERVICES	\$ 100.00	\$ 0.00	\$ 66.21	\$ 66.21	\$ 33.79	66.21	
43236	36 E MAIN ST	\$ 8,550.00	\$ 7,000.00	\$ 66.21	\$ 1,516.21	\$ 33.79	99.60	
	FUNC 43237 311 E MAIN ST							
3310	REPAIR & MAINTENANCE	\$ 200.00	\$ 0.00	\$ 157.50	\$ 157.50	\$ 42.50	78.75	
3320	MAINTENANCE SERVICE CONTRACTS	\$ 1,700.00	\$ 1,320.00	\$ 304.00	\$ 304.00	\$ 76.00	95.53	
5130	WATER & SEWAGE SERVICES	\$ 100.00	\$ 0.00	\$ 66.21	\$ 66.21	\$ 33.79	66.21	
43237	311 E MAIN ST	\$ 2,000.00	\$ 1,320.00	\$ 527.71	\$ 527.71	\$ 152.29	92.39	
	FUNC 51100 LOCAL HEALTH DEPARTMENT							
5610	CIVIC CONTRIBUTIONS	\$ 199,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 199,000.00	0.00	
	FUNC 51200 OUR HEALTH							
5699	CIVIC CONTRIBUTIONS	\$ 6,500.00	\$ 0.00	\$ 6,500.00	\$ 6,500.00	\$ 0.00	100.00	
	FUNC 52500 NORTHWESTERN COMMUNITY SERVICES							
5620	CIVIC CONTRIBUTIONS	\$ 82,000.00	\$ 0.00	\$ 0.00	\$ 20,500.00	\$ 61,500.00	25.00	
	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	\$ 1,000.00	\$ 0.00	100.00	
	FUNC 53230 SHENANDOAH AREA AGENCY ON AGING							
5699	CIVIC CONTRIBUTIONS	\$ 40,000.00	\$ 0.00	\$ 0.00	\$ 10,000.00	\$ 30,000.00	25.00	
	FUNC 53240 VIRGINIA REGIONAL TRANSIT							
5699	CIVIC CONTRIBUTIONS	\$ 17,639.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 17,639.00	0.00	
	FUNC 53500 THE LAUREL CENTER (SHELTER FOR ABUSED WOMEN)							
5699	CIVIC CONTRIBUTIONS	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,000.00	0.00	
	FUNC 53600 ACCESS INDEPENDENCE							
5699	CIVIC CONTRIBUTIONS	\$ 1,000.00	\$ 0.00	\$ 1,000.00	\$ 1,000.00	\$ 0.00	100.00	
	FUNC 69100 LORD FAIRFAX COMMUNITY COLLEGE							
5699	CIVIC CONTRIBUTIONS	\$ 14,355.00	\$ 0.00	\$ 3,588.75	\$ 3,588.75	\$ 10,766.25	25.00	
	FUNC 71100 PARKS ADMINISTRATION							

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1100	SALARIES - REGULAR	\$ 232,243.00	\$ 193,535.84	\$ 19,353.58	\$ 38,707.16	\$ 0.00	100.00
1300	SALARIES - PART TIME	\$ 13,356.00	\$ 0.00	\$ 2,025.00	\$ 4,176.00	\$ 9,180.00	31.27
2100	FICA BENEFITS	\$ 18,789.00	\$ 13,451.80	\$ 1,500.09	\$ 3,009.81	\$ 2,327.39	87.61
2210	VSRS BENEFITS	\$ 28,194.00	\$ 23,495.27	\$ 2,349.52	\$ 4,699.04	\$ 0.31	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 29,143.00	\$ 23,896.90	\$ 2,389.69	\$ 4,779.38	\$ 466.72	98.40
2400	LIFE INSURANCE	\$ 2,764.00	\$ 2,303.08	\$ 205.15	\$ 460.61	\$ 0.31	99.99
2700	WORKERS COMPENSATION INSURANCE	\$ 7,035.00	\$ 0.00	\$ 0.00	\$ 8,164.69	\$ 1,129.69	116.06
3320	MAINTENANCE SERVICE CONTRACT	\$ 4,772.00	\$ 2,663.16	\$ 268.84	\$ 268.84	\$ 1,840.00	61.44
3500	PRINTING AND BINDING	\$ 1,225.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,225.00	0.00
3600	ADVERTISING	\$ 1,190.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,190.00	0.00
5210	POSTAL SERVICES	\$ 6,260.00	\$ 2,500.29	\$ 0.00	\$ 1,261.36	\$ 2,498.35	60.09
5230	TELECOMMUNICATIONS	\$ 3,961.00	\$ 0.00	\$ 114.34	\$ 114.34	\$ 3,846.66	2.89
5400	LEASES AND RENTALS	\$ 530.00	\$ 0.00	\$ 237.47	\$ 3,017.87	\$ 2,487.87	569.41
5510	TRAVEL MILEAGE	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 2,274.00	\$ 0.00	\$ 0.00	\$ 260.00	\$ 2,014.00	11.43
5810	DUES & MEMBERSHIPS	\$ 1,775.00	\$ 0.00	\$ 400.00	\$ 850.00	\$ 925.00	47.89
6001	OFFICE SUPPLIES	\$ 2,500.00	\$ 0.00	\$ 19.99	\$ 19.99	\$ 2,480.01	0.80
6003	AGRICULTURAL SUPPLIES	\$ 1,090.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,090.00	0.00
6008	VEHICLE AND EQUIP FUEL	\$ 2,000.00	\$ 0.00	\$ 47.10	\$ 47.10	\$ 1,952.90	2.35
6011	UNIFORM AND WEARING APPAREL	\$ 1,250.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,250.00	0.00
6014	OTHER OPERATING SUPPLIES	\$ 1,856.00	\$ 0.00	\$ 0.00	\$ 800.52	\$ 1,055.48	43.13
71100	PARKS ADMINISTRATION	\$ 362,307.00	\$ 261,846.34	\$ 28,910.77	\$ 70,636.71	\$ 29,823.95	91.77
	FUNC 71310 CLARKE COUNTY RECREATION CENTER						
1100	SALARIES - REGULAR	\$ 43,210.00	\$ 36,008.34	\$ 3,600.83	\$ 7,201.66	\$ 0.00	100.00
1300	SALARIES - PART TIME	\$ 25,809.00	\$ 0.00	\$ 1,605.72	\$ 2,873.66	\$ 22,935.34	11.13
2100	FICA BENEFITS	\$ 5,280.00	\$ 2,728.34	\$ 395.67	\$ 765.49	\$ 1,786.17	66.17
2210	VSRS BENEFITS	\$ 5,246.00	\$ 4,371.41	\$ 437.14	\$ 874.28	\$ 0.31	99.99
2300	HEALTH INSURANCE BENEFITS	\$ 5,127.00	\$ 4,272.52	\$ 427.24	\$ 854.48	\$ 0.00	100.00
2400	LIFE INSURANCE	\$ 514.00	\$ 428.50	\$ 38.17	\$ 85.70	\$ 0.20	100.04
2700	WORKERS COMPENSATION INSURANCE	\$ 735.00	\$ 0.00	\$ 0.00	\$ 684.37	\$ 50.63	93.11
3600	ADVERTISING	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00
5230	TELECOMMUNICATIONS	\$ 400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	0.00
5830	REFUNDS	\$ 400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	0.00
6001	OFFICE SUPPLIES	\$ 250.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 250.00	0.00
6002	FOOD SUPPLIES & FOOD SERVICE SUP	\$ 1,820.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,820.00	0.00
6013	EDUCATIONAL AND RECREATIONAL SUP	\$ 2,300.00	\$ 0.00	\$ 170.52	\$ 170.52	\$ 2,129.48	7.41
6014	OTHER OPERATING SUPPLIES	\$ 4,500.00	\$ 0.00	\$ 10.16	\$ 50.46	\$ 4,449.54	1.12
6015	MERCHANDISE FOR RESALE	\$ 10,000.00	\$ 0.00	\$ 164.20	\$ 1,170.40	\$ 8,829.60	11.70
71310	CLARKE COUNTY RECREATION CENTER	\$ 105,791.00	\$ 47,809.11	\$ 6,849.65	\$ 14,731.02	\$ 43,250.87	59.12
	FUNC 71320 SWIMMING POOL						
1300	SALARIES - PART TIME	\$ 60,251.00	\$ 0.00	\$ 17,269.21	\$ 37,149.38	\$ 23,101.62	61.66
2100	FICA BENEFITS	\$ 4,610.00	\$ 0.00	\$ 1,321.12	\$ 2,841.94	\$ 1,768.06	61.65
2700	WORKERS COMPENSATION INSURANCE	\$ 420.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 420.00	0.00
3100	PROFESSIONAL SERVICES	\$ 2,900.00	\$ 0.00	\$ 0.00	\$ 105.00	\$ 2,795.00	3.62
5540	TRAVEL CONVENTION & EDUCATION	\$ 600.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 600.00	0.00
5810	DUES & MEMBERSHIPS	\$ 2,375.00	\$ 0.00	\$ 1,100.00	\$ 1,100.00	\$ 1,275.00	46.32
5830	REFUNDS	\$ 500.00	\$ 0.00	\$ 0.00	\$ 190.00	\$ 310.00	38.00
6011	UNIFORM AND WEARING APPAREL	\$ 1,143.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,143.00	0.00
6013	EDUCATIONAL AND RECREATIONAL SUP	\$ 1,700.00	\$ 0.00	\$ 213.85	\$ 213.85	\$ 1,486.15	12.58
6014	OTHER OPERATING SUPPLIES	\$ 2,000.00	\$ 0.00	\$ 89.37	\$ 121.18	\$ 1,878.82	6.06
6015	MERCHANDISE FOR RESALE	\$ 2,400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,400.00	0.00
6026	POOL CHEMICALS	\$ 11,000.00	\$ 0.00	\$ 2,245.00	\$ 2,245.00	\$ 8,755.00	20.41
71320	SWIMMING POOL	\$ 89,899.00	\$ 0.00	\$ 22,238.55	\$ 43,966.35	\$ 45,932.65	48.91

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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	AUGUST	Expenditures Year-to-Date	Available Balance	Percent Used
-----								
	FUNC 71330 CONCESSION STAND							
1300	SALARIES/WAGES - PART TIME	\$ 4,400.00	\$ 0.00	\$ 1,530.94	\$ 1,530.94	\$ 3,148.00	\$ 1,252.00	71.55
2100	FICA	\$ 337.00	\$ 0.00	\$ 117.13	\$ 117.13	\$ 240.83	\$ 96.17	71.46
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	\$ 1,978.72	\$ 1,978.72	\$ 5,412.26	\$ 10,587.74	33.83
-----								
71330	CONCESSION STAND	\$ 21,237.00	\$ 0.00	\$ 3,626.79	\$ 3,626.79	\$ 8,801.09	\$ 12,435.91	41.44
-----								
	FUNC 71350 PROGRAMS							
1100	SALARIES/WAGES - REGULAR	\$ 33,856.00	\$ 28,213.34	\$ 2,821.33	\$ 2,821.33	\$ 5,642.66	\$ 0.00	100.00
1300	SALARIES - PART TIME	\$ 94,500.00	\$ 0.00	\$ 13,326.35	\$ 13,326.35	\$ 28,735.97	\$ 65,764.03	30.41
2100	FICA BENEFITS	\$ 9,820.00	\$ 2,159.72	\$ 1,235.44	\$ 1,235.44	\$ 2,630.23	\$ 5,030.05	48.78
2210	VSRS	\$ 4,110.00	\$ 3,425.10	\$ 342.51	\$ 342.51	\$ 685.02	\$ 0.12	100.00
2400	LIFE INSURANCE	\$ 403.00	\$ 335.74	\$ 29.91	\$ 29.91	\$ 67.15	\$ 0.11	99.97
2700	WORKERS COMPENSATION BENEFITS	\$ 840.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 873.46	\$ 33.46	103.98
3100	PROFESSIONAL SERVICES	\$ 50,500.00	\$ 12,414.51	\$ 4,497.60	\$ 4,497.60	\$ 13,783.80	\$ 24,301.69	51.88
3500	PRINTING AND BINDING	\$ 9,000.00	\$ 1,273.96	\$ 30.00	\$ 30.00	\$ 2,302.96	\$ 5,423.08	39.74
3600	ADVERTISING	\$ 1,700.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,700.00	0.00
5210	POSTAL SERVICES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
5400	LEASES AND RENTALS	\$ 1,500.00	\$ 0.00	\$ 224.03	\$ 224.03	\$ 224.03	\$ 1,275.97	14.94
5540	TRAVEL CONVENTION & EDUCATION	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
5560	GROUP TRIPS	\$ 15,000.00	\$ 0.00	\$ 981.35	\$ 981.35	\$ 1,647.35	\$ 13,352.65	10.98
5810	DUES & MEMBERSHIPS	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
5830	REFUNDS	\$ 7,500.00	\$ 0.00	\$ 878.00	\$ 878.00	\$ 945.70	\$ 6,554.30	12.61
6001	OFFICE SUPPLIES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
6002	FOOD SUPPLIES & FOOD SERVICE SUP	\$ 6,900.00	\$ 0.00	\$ 1,075.17	\$ 1,075.17	\$ 1,417.43	\$ 5,482.57	20.54
6011	UNIFORM AND WEARING APPAREL	\$ 3,000.00	\$ 0.00	\$ 148.50	\$ 148.50	\$ 310.50	\$ 2,689.50	10.35
6013	EDUCATIONAL AND RECREATIONAL SUP	\$ 6,500.00	\$ 0.00	\$ 363.19	\$ 363.19	\$ 491.78	\$ 6,008.22	7.57
6014	OTHER OPERATING SUPPLIES	\$ 5,000.00	\$ 0.00	\$ 640.85	\$ 640.85	\$ 651.82	\$ 4,348.18	13.04
6015	MERCHANDISE FOR RESALE	\$ 6,000.00	\$ 1,198.00	\$ 1,085.00	\$ 1,085.00	\$ 1,085.00	\$ 3,717.00	38.05
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71350	PROGRAMS	\$ 257,329.00	\$ 49,020.37	\$ 27,679.23	\$ 27,679.23	\$ 61,494.86	\$ 146,813.77	42.95
-----								
	FUNC 72220 JOSEPHINE SCHOOL COMMUNITY MUSEUM							
5699	CIVIC CONTRIBUTIONS	\$ 7,290.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 7,290.00	\$ 0.00	100.00
-----								
	FUNC 72600 VIRGINIA COMMISSION FOR THE ARTS							
5699	CIVIC CONTRIBUTIONS	\$ 10,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 5,000.00	\$ 5,000.00	50.00
-----								
	FUNC 73200 REGIONAL LIBRARY							
5699	CIVIC CONTRIBUTIONS	\$ 182,119.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 45,529.75	\$ 136,589.25	25.00
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	FUNC 81110 PLANNING ADMINISTRATION							
1100	SALARIES - REGULAR	\$ 225,353.00	\$ 191,335.81	\$ 19,133.61	\$ 19,133.61	\$ 38,267.22	\$ 4,250.03	101.89
2100	FICA BENEFITS	\$ 17,239.00	\$ 14,564.68	\$ 1,456.48	\$ 1,456.48	\$ 2,912.96	\$ 238.64	101.38
2210	VSRS BENEFITS	\$ 27,358.00	\$ 23,228.17	\$ 2,322.82	\$ 2,322.82	\$ 4,645.64	\$ 515.81	101.89
2300	HEALTH INSURANCE BENEFITS	\$ 20,987.00	\$ 14,953.40	\$ 1,495.34	\$ 1,495.34	\$ 2,990.68	\$ 3,042.92	85.50
2400	LIFE INSURANCE	\$ 2,682.00	\$ 2,276.90	\$ 202.83	\$ 202.83	\$ 455.40	\$ 50.30	101.88
2700	WORKERS COMPENSATION INSURANCE	\$ 3,885.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,608.17	\$ 276.83	92.87
3100	PROFESSIONAL SERVICES	\$ 30,000.00	\$ 0.00	\$ 412.50	\$ 412.50	\$ 412.50	\$ 29,587.50	1.38
3140	ENGINEERING REVIEW EXPENDITURES	\$ 5,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 5,000.00	0.00
3320	MAINTENANCE SERVICE CONTRACT	\$ 700.00	\$ 600.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	85.71
3500	PRINTING AND BINDING	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,000.00	0.00
3600	ADVERTISING	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,000.00	0.00
5210	POSTAL SERVICES	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,500.00	0.00
5230	TELECOMMUNICATIONS	\$ 400.00	\$ 0.00	\$ 13.75	\$ 13.75	\$ 13.75	\$ 386.25	3.44
5510	TRAVEL MILEAGE	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,500.00	0.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,000.00	\$ 0.00	100.00
5810	DUES & MEMBERSHIPS	\$ 750.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 750.00	0.00

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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	Expenditures AUGUST	Expenditures Year-to-Date	Available Balance	Percent Used
6001	OFFICE SUPPLIES	\$ 2,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 113.00	\$ 2,387.00	4.52
6012	BOOKS AND SUBSCRIPTIONS	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,000.00	0.00
81110	PLANNING ADMINISTRATION	\$ 348,854.00	\$ 246,958.96	\$ 25,037.33	\$ 25,037.33	\$ 55,419.32	\$ 46,475.72	86.68
FUNC 81300 HELP WITH HOUSING								
5699	CIVIC CONTRIBUTIONS	\$ 7,200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 7,200.00	\$ 0.00	100.00
FUNC 81400 BOARD OF ZONING APPEALS								
1300	SALARIES - PART TIME	\$ 250.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 250.00	0.00
2100	FICA	\$ 20.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 20.00	0.00
3100	PROFESSIONAL SERVICES	\$ 2,000.00	\$ 0.00	\$ 2,151.82	\$ 2,151.82	\$ 2,151.82	\$ 151.82	107.59
3160	BOARD SERVICES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
3600	ADVERTISING	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
5210	POSTAL SERVICES	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00
5810	DUES & MEMBERSHIPS	\$ 150.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 150.00	0.00
81400	BOARD OF ZONING APPEALS	\$ 3,620.00	\$ 0.00	\$ 2,151.82	\$ 2,151.82	\$ 2,151.82	\$ 1,468.18	59.44
FUNC 81510 OFFICE OF ECONOMIC DEVELOPMENT								
1100	SALARIES AND WAGES - REGULAR	\$ 33,109.00	\$ 27,590.88	\$ 2,759.06	\$ 2,759.06	\$ 5,518.12	\$ 0.00	100.00
2100	FICA	\$ 2,533.00	\$ 2,117.40	\$ 211.74	\$ 211.74	\$ 423.48	\$ 7.88	100.31
2210	VRSRS	\$ 4,019.00	\$ 3,349.53	\$ 334.95	\$ 334.95	\$ 669.90	\$ 0.43	100.01
2300	HOSPITAL/MEDICAL PLANS	\$ 2,564.00	\$ 2,136.26	\$ 213.62	\$ 213.62	\$ 427.24	\$ 0.50	99.98
2400	LIFE INSURANCE	\$ 394.00	\$ 328.33	\$ 29.24	\$ 29.24	\$ 65.66	\$ 0.01	100.00
3100	PROFESSIONAL SERVICES	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00
3500	PRINTING AND BINDING	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
3600	ADVERTISING	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00
5210	POSTAGE	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
5230	TELECOMMUNICATIONS	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
5699	CIVIC CONTRIBUTIONS	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	\$ 0.00	100.00
5810	DUES & MEMBERSHIPS	\$ 400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	0.00
6001	OFFICE SUPPLIES	\$ 400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	0.00
81510	OFFICE OF ECONOMIC DEVELOPMENT	\$ 46,319.00	\$ 35,522.40	\$ 3,548.61	\$ 3,548.61	\$ 8,104.40	\$ 2,692.20	94.19
FUNC 81520 BERRYVILLE DEVELOPMENT AUTHORITY								
3100	PROFESSIONAL SERVICES	\$ 10,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 10,000.00	0.00
3160	BOARD SERVICES	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00
3600	ADVERTISING	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
5210	POSTAL SERVICES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
5307	PUBLIC OFFICIAL LIABILITY INS.	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00
81520	BERRYVILLE DEVELOPMENT AUTHORITY	\$ 11,800.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 11,800.00	0.00
FUNC 81530 SMALL BUSINESS DEVELOPMENT CENTER								
5699	CIVIC CONTRIBUTIONS	\$ 2,000.00	\$ 0.00	\$ 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	\$ 0.00	\$ 4,000.00	\$ 0.00	100.00
FUNC 81600 PLANNING COMMISSION								
1300	SALARIES - PART TIME	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	\$ 400.00	20.00
2100	FICA	\$ 38.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 7.65	\$ 30.35	20.13
3100	PROFESSIONAL SERVICES	\$ 10,000.00	\$ 0.00	\$ 892.00	\$ 892.00	\$ 892.00	\$ 9,108.00	8.92
3160	BOARD SERVICES	\$ 10,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 650.00	\$ 9,350.00	6.50
3600	ADVERTISING	\$ 1,600.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,600.00	0.00
5210	POSTAL SERVICES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 90.00	\$ 410.00	18.00



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5810	DUES & MEMBERSHIPS	\$ 650.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 650.00	0.00
81600	PLANNING COMMISSION	\$ 23,388.00	\$ 0.00	\$ 892.00	\$ 1,739.65	\$ 21,648.35	7.44	
	FUNC 81700 BOARD OF SEPTIC APPEALS							
1300	SALARIES AND WAGES - PART TIME	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00	
2100	FICA	\$ 39.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 39.00	0.00	
3100	PROFESSIONAL SERVICES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00	
3160	BOARD SERVICES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00	
3600	ADVERTISING	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00	
5210	POSTAL SERVICES	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00	
81700	BOARD OF SEPTIC APPEALS	\$ 2,739.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,739.00	0.00	
	FUNC 81800 HISTORIC PRESERVATION COMMISSION							
3100	PROFESSIONAL SERVICES	\$ 10,000.00	\$ 0.00	\$ 8,585.50	\$ 8,585.50	\$ 1,414.50	85.86	
3160	BOARD SERVICES	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00	
3600	ADVERTISING	\$ 250.00	\$ 0.00	\$ 126.00	\$ 126.00	\$ 124.00	50.40	
5210	POSTAL SERVICES	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00	
5540	TRAVEL CONVENTION & EDUCATION	\$ 350.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 350.00	0.00	
5810	DUES & MEMBERSHIPS	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00	
81800	HISTORIC PRESERVATION COMMISSION	\$ 12,000.00	\$ 0.00	\$ 8,711.50	\$ 8,711.50	\$ 3,288.50	72.60	
	FUNC 81910 NORTHERN SHENANDOAH VALLEY REGIONAL COMM							
5699	CIVIC CONTRIBUTIONS	\$ 14,217.00	\$ 0.00	\$ 0.00	\$ 5,712.42	\$ 8,504.58	40.18	
	FUNC 81920 REGIONAL AIRPORT AUTHORITY							
5699	CIVIC CONTRIBUTIONS	\$ 5,000.00	\$ 0.00	\$ 1,250.00	\$ 1,250.00	\$ 3,750.00	25.00	
	FUNC 82200 FRIENDS OF THE SHENANDOAH							
5699	CIVIC CONTRIBUTIONS	\$ 4,000.00	\$ 0.00	\$ 0.00	\$ 4,000.00	\$ 0.00	100.00	
	FUNC 82210 WATER QUALITY MANAGEMENT							
3000	PURCHASED SERVICES	\$ 37,544.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 37,544.00	0.00	
	FUNC 82400 LORD FAIRFAX SOIL AND WATER CONSERV							
5699	CIVIC CONTRIBUTIONS	\$ 9,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 9,500.00	0.00	
	FUNC 82600 BIO-SOLIDS APPLICATION							
1300	PART-TIME SALARIES	\$ 12,228.00	\$ 0.00	\$ 800.00	\$ 1,400.00	\$ 10,828.00	11.45	
2100	FICA	\$ 936.00	\$ 0.00	\$ 61.20	\$ 107.10	\$ 828.90	11.44	
2700	WORKERS COMPENSATION INSURANCE	\$ 315.00	\$ 0.00	\$ 0.00	\$ 321.41	\$ 6.41	102.03	
3100	PROFESSIONAL SERVICES	\$ 400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	0.00	
5230	TELECOMMUNICATIONS	\$ 400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	0.00	
5510	TRAVEL MILEAGE	\$ 4,837.00	\$ 0.00	\$ 290.40	\$ 290.40	\$ 4,546.60	6.00	
82600	BIO-SOLIDS APPLICATION	\$ 19,116.00	\$ 0.00	\$ 1,151.60	\$ 2,118.91	\$ 16,997.09	11.08	
	FUNC 83100 COOPERATIVE EXTENSION							
3320	MAINTENANCE SERVICE CONTRACTS	\$ 500.00	\$ 640.00	\$ 0.00	\$ 0.00	\$ 140.00	128.00	
3841	VPI EXTENSION AGENT	\$ 31,277.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 31,277.00	0.00	
5230	TELECOMMUNICATIONS	\$ 500.00	\$ 0.00	\$ 30.59	\$ 30.59	\$ 469.41	6.12	
6014	OTHER OPERATING SUPPLIES	\$ 3,924.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,924.00	0.00	
83100	COOPERATIVE EXTENSION	\$ 36,201.00	\$ 640.00	\$ 30.59	\$ 30.59	\$ 35,530.41	1.85	
	FUNC 83400 4-H CENTER							
5699	CIVIC CONTRIBUTIONS	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 3,000.00	\$ 0.00	100.00	

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-----								
	FUNC 91600 CONTINGENCIES							
1000	PERSONNEL	\$ 15,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 15,000.00	0.00
3140	ENGINEERING & ARCHITECTURAL	\$ 15,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 15,000.00	0.00
3150	LEGAL	\$ 20,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 20,000.00	0.00
8000	MINOR CAPITAL	\$ 20,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 20,000.00	0.00
-----								
91600	CONTINGENCIES	\$ 70,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 70,000.00	0.00
-----								
000	NON-CATEGORICAL	\$ 8,150,102.00	\$ 3,804,443.94	\$ 579,421.93	\$ 1,436,004.14	\$ 2,909,653.92		64.30
-----								
PJT 111 E911								
	FUNC 35610							
5230	TELECOMMUNICATIONS	\$ 37,284.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 37,284.00	0.00
6032	TRAINING MATERIALS	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,000.00	0.00
-----								
35610		\$ 39,284.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 39,284.00	0.00
-----								
111	E911	\$ 39,284.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 39,284.00	0.00
-----								
PJT 126 V-STOP GRANT								
	FUNC 22100 COMMONWEALTH'S ATTORNEY							
1100	SALARIES/WAGES - REGULAR	\$ 24,779.00	\$ 802.48	\$ 1,362.65	\$ 3,427.56	\$ 20,548.96		17.07
1300	SALARIES/WAGES - PART TIME	\$ 8,362.00	\$ 6,968.31	\$ 696.84	\$ 1,393.68	\$ 0.01		100.00
2100	FICA	\$ 2,536.00	\$ 525.91	\$ 53.87	\$ 106.58	\$ 1,903.51		24.94
2210	VSRS	\$ 4,023.00	\$ 845.96	\$ 84.59	\$ 169.18	\$ 3,007.86		25.23
2300	HEALTH INSURANCE	\$ 1,240.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,240.00		0.00
2400	GROUP LIFE	\$ 394.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 394.00		0.00
-----								
22100	COMMONWEALTH'S ATTORNEY	\$ 41,334.00	\$ 9,142.66	\$ 2,197.95	\$ 5,097.00	\$ 27,094.34		34.45
-----								
126	V-STOP GRANT	\$ 41,334.00	\$ 9,142.66	\$ 2,197.95	\$ 5,097.00	\$ 27,094.34		34.45
-----								
PJT 127 FEDERAL GANG TASK FORCE GRANT								
	FUNC 31200 SHERIFF							
1100	SALARIES/WAGES - REGULAR	\$ 46,902.00	\$ 37,690.00	\$ 3,769.00	\$ 7,538.00	\$ 1,674.00		96.43
2100	FICA	\$ 3,677.00	\$ 2,859.18	\$ 285.92	\$ 571.84	\$ 245.98		93.31
2210	VSRS	\$ 5,694.00	\$ 4,575.56	\$ 457.56	\$ 915.12	\$ 203.32		96.43
2300	HOSPITAL/MEDICAL PLANS	\$ 8,169.00	\$ 4,272.40	\$ 427.24	\$ 854.48	\$ 3,042.12		62.76
2400	LIFE INSURANCE	\$ 558.00	\$ 448.51	\$ 39.95	\$ 89.70	\$ 19.79		96.45
2700	WORKER'S COMPENSATION	\$ 0.00	\$ 0.00	\$ 0.00	\$ 731.90	\$ 731.90		100.00
-----								
31200	SHERIFF	\$ 65,000.00	\$ 49,845.65	\$ 4,979.67	\$ 10,701.04	\$ 4,453.31		93.15
-----								
127	FEDERAL GANG TASK FORCE GRANT	\$ 65,000.00	\$ 49,845.65	\$ 4,979.67	\$ 10,701.04	\$ 4,453.31		93.15
-----								
PJT 402 DMV 402 GRANT								
	FUNC 31200 SHERIFF							
1300	SALARIES/WAGES - PART TIME	\$ 4,410.00	\$ 0.00	\$ 767.48	\$ 1,748.13	\$ 2,661.87		39.64
2100	FICA	\$ 337.00	\$ 0.00	\$ 58.70	\$ 133.70	\$ 203.30		39.67
6010	POLICE SUPPLIES	\$ 6,928.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 6,928.00		0.00
-----								
31200	SHERIFF	\$ 11,675.00	\$ 0.00	\$ 826.18	\$ 1,881.83	\$ 9,793.17		16.12
-----								
402	DMV 402 GRANT	\$ 11,675.00	\$ 0.00	\$ 826.18	\$ 1,881.83	\$ 9,793.17		16.12

CLARKE COUNTY  
 FD-PJT-FUNC-OBJ EXPENDITURES SUMMARY REPORT DEFINITION TYPE #0  
 for Fiscal Year 2013 (2012-2013 Fiscal Year)  
 Posted Only Figures  
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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	AUGUST	Expenditures Year-to-Date	Available Balance	Percent Used
PJT 605 DOJ LOCAL LAW ENFORCEMENT BLOCK GRANT (LLEBG)								
	FUNC 31200 SHERIFF							
1100	SALARIES/WAGES - REGULAR	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 297.29	\$ 297.29	100.00
2100	FICA	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 22.74	\$ 22.74	100.00
31200	SHERIFF	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 320.03	\$ 320.03	100.00
605	DOJ LOCAL LAW ENFORCEMENT BLOCK	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 320.03	\$ 320.03	100.00
PJT 810 ARRA BYRNE JUSTICE ASSISTANCE GRANT								
	FUNC 31200 SHERIFF							
1200	OVERTIME	\$ 5,037.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,269.01	\$ 3,767.99	25.19
2100	FICA	\$ 387.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 97.10	\$ 289.90	25.09
31200	SHERIFF	\$ 5,424.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,366.11	\$ 4,057.89	25.19
810	ARRA BYRNE JUSTICE ASSISTANCE GR	\$ 5,424.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,366.11	\$ 4,057.89	25.19
100	GENERAL FUND	\$ 8,312,819.00	\$ 3,863,432.25	\$ 587,425.73	\$ 1,455,370.15	\$ 2,994,016.60		63.98

CLARKE COUNTY  
AUGUST 2012 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						
100-000-11010-5230			TELECOMMUNICATIONS			
VENDOR:	TREASURER OF VIRGINIA					
4	POST YEAR	T249346	MONTHLY CHARGES	75113	08/15/2012 \$	9.03
100-000-12110-5230			TELECOMMUNICATIONS			
VENDOR:	TREASURER OF VIRGINIA					
11	POST YEAR	T249346	MONTHLY CHARGES	75113	08/15/2012 \$	10.62
100-000-12210-3100			PROFESSIONAL SERVICES			
VENDOR:	HALL, MONAHAN, ENGLE, MAHAN & MITCHELL					
1	POST YEAR		CABLE FRANCHISE LEGAL SERVICES	2863	08/15/2012 \$	692.77
100-000-12310-5230			TELECOMMUNICATIONS			
VENDOR:	TREASURER OF VIRGINIA					
9	POST YEAR	T249346	MONTHLY CHARGES	75113	08/15/2012 \$	3.19
100-000-12410-5210			POSTAL SERVICES			
VENDOR:	PURCHASE POWER					
60	POST YEAR	35438654	POSTAGE	75061	08/15/2012 \$	64.54
100-000-12410-5230			TELECOMMUNICATIONS			
VENDOR:	TREASURER OF VIRGINIA					
25	POST YEAR	T249346	MONTHLY CHARGES	75113	08/15/2012 \$	9.56
VENDOR:	VIRGINIA EMPLOYMENT COMMISSION					
1	POST YEAR	CR-12-02088	ONLINE ACCESS	75126	08/15/2012 \$	100.00
			Total for 100-000-12410-5230		\$	109.56
100-000-12510-5230			TELECOMMUNICATIONS			
VENDOR:	TREASURER OF VIRGINIA					
16	POST YEAR	T249346	MONTHLY CHARGES	75113	08/15/2012 \$	1,491.79
100-000-13200-5230			TELECOMMUNICATIONS			
VENDOR:	TREASURER OF VIRGINIA					
22	POST YEAR	T249346	MONTHLY CHARGES	75113	08/15/2012 \$	4.49
100-000-13200-5810			DUES & SUBSCRIPTIONS			
VENDOR:	VIRGINIA CAPITOL CONNECTIONS INC					
1	POST YEAR	13-CORR	VCC MAGAZINE	75282	08/31/2012 \$	20.00
100-000-21200-3320			MAINTENANCE SERVICE CONTRACT			
VENDOR:	RICOH USA, INC.					
1	POST YEAR	5023299736		75025	08/15/2012 \$	54.28
100-000-21200-5230			TELECOMMUNICATIONS			

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VENDOR: 15	TREASURER OF VIRGINIA POST YEAR	T249346	MONTHLY CHARGES	75113	08/15/2012 \$	111.53
100-000-21300-5230	TELECOMMUNICATIONS					
VENDOR: 3	TREASURER OF FREDERICK COUNTY POST YEAR #9		REFUSE DISPOSAL	75120	08/15/2012 \$	18.25
100-000-21500-5230	TELECOMMUNICATIONS					
VENDOR: 17	TREASURER OF VIRGINIA POST YEAR	T249346	MONTHLY CHARGES	75113	08/15/2012 \$	7.36
100-000-21600-5230	TELECOMMUNICATIONS					
VENDOR: 8	TREASURER OF VIRGINIA POST YEAR	T249346	MONTHLY CHARGES	75113	08/15/2012 \$	7.00
100-000-21900-5230	TELECOMMUNICATIONS					
VENDOR: 26	TREASURER OF VIRGINIA POST YEAR	T249346	MONTHLY CHARGES	75113	08/15/2012 \$	12.34
100-000-22100-5230	TELECOMMUNICATIONS					
VENDOR: 10	TREASURER OF VIRGINIA POST YEAR	T249346	MONTHLY CHARGES	75113	08/15/2012 \$	13.00
100-000-31200-3100	PROFESSIONAL SERVICES					
VENDOR: 1	ECHEGOYEN, ANGELICA POST YEAR SERVICES		INTERPRETER	75114	08/15/2012 \$	60.00
100-000-31200-3320	MAINTENANCE SERVICE CONTRACT					
VENDOR: 1	TML COPIERS & DIGITAL SOLUTIONS POST YEAR	133832		2894	08/15/2012 \$	217.50
100-000-31200-5230	TELECOMMUNICATIONS					
VENDOR: 23	TREASURER OF VIRGINIA POST YEAR	T249346	MONTHLY CHARGES	75113	08/15/2012 \$	35.34
100-000-32100-5230	TELECOMMUNICATIONS					
VENDOR: 12	TREASURER OF VIRGINIA POST YEAR	T249346	MONTHLY CHARGES	75113	08/15/2012 \$	1.63
100-000-32200-5698	FIRE PROGRAMS DISTRIBUTION					
VENDOR: 1	CLARKE COUNTY FIRE & RESCUE ASSOCIATION POST YEAR FY12 FUNDS		FY12 FUNDS	2897	08/15/2012 \$	3,498.00
100-000-33300-5230	TELECOMMUNICATIONS					
VENDOR: 21	TREASURER OF VIRGINIA POST YEAR	T249346	MONTHLY CHARGES	75113	08/15/2012 \$	5.18
100-000-34100-5230	TELECOMMUNICATIONS					
VENDOR: 5	TREASURER OF VIRGINIA POST YEAR	T249346	MONTHLY CHARGES	75113	08/15/2012 \$	9.03

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=====						
100-000-35100-5230			TELECOMMUNICATIONS			
VENDOR:	TREASURER OF VIRGINIA					
2	POST YEAR	T249346	MONTHLY CHARGES	75113	08/15/2012 \$	7.37
100-000-35600-5230			TELECOMMUNICATIONS			
VENDOR:	TREASURER OF VIRGINIA					
1	POST YEAR	T249346	MONTHLY CHARGES	75113	08/15/2012 \$	396.68
100-000-35600-5420			TOWER LEASE			
VENDOR:	SHEN. VALLEY TELEVISION TOWER					
9	AUGUST	TOWER LEASE		2886	08/15/2012 \$	2,070.00
12	AUGUST	TOWER LEASE	TOWER LEASE	2886	08/15/2012 \$	2,070.00-
Total for 100-000-35600-5420						\$ 0.00
100-000-42400-3840			PURCHASED SERVICES			
VENDOR:	TREASURER OF FREDERICK COUNTY					
4	POST YEAR	#9	REFUSE DISPOSAL	75120	08/15/2012 \$	8,577.31
VENDOR:	TREASURER, FREDERICK COUNTY					
2	POST YEAR	2105-0008	CLARKE BRUSH	75090	08/15/2012 \$	1,153.92-
2	POST YEAR	8001-008	CLARKE BRUSH	75090	08/15/2012 \$	579.12-
Total for 100-000-42400-3840						\$ 6,844.27
100-000-43200-5230			TELECOMMUNICATIONS			
VENDOR:	TREASURER OF VIRGINIA					
3	POST YEAR	T249346	MONTHLY CHARGES	75113	08/15/2012 \$	7.66
18	POST YEAR	T249346	MONTHLY CHARGES	75113	08/15/2012 \$	5.60
Total for 100-000-43200-5230						\$ 13.26
100-000-43202-3310			REPAIR & MAINTENANCE			
VENDOR:	NATIONAL ELEVATOR INSPECTION SERV., INC.					
4	POST YEAR	0075350-CORR	INSPECTION	2878	08/15/2012 \$	46.40
VENDOR:	RIDDLEBERGER BROS INC					
1	POST YEAR	71444	SERVICE	2884	08/15/2012 \$	3,183.51
Total for 100-000-43202-3310						\$ 3,229.91
100-000-43202-5110			ELECTRICAL SERVICES			
VENDOR:	RAPPAHANNOCK ELEC COMPANY					
15	POST YEAR	1149385761		2942	08/31/2012 \$	2,230.96
100-000-43205-5110			ELECTRICAL SERVICES			
VENDOR:	RAPPAHANNOCK ELEC COMPANY					
16	POST YEAR	4455288888		2942	08/31/2012 \$	244.39
100-000-43206-5110			ELECTRICAL SERVICES			
VENDOR:	RAPPAHANNOCK ELEC COMPANY					
25	POST YEAR	2048188888		2942	08/31/2012 \$	777.65
100-000-43207-5110			ELECTRICAL SERVICES			

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VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
=====						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
24	POST YEAR	2048188888		2942	08/31/2012 \$	1,879.90
100-000-43208-5110			ELECTRICAL SERVICES			
VENDOR: RAPPAHANNOCK ELEC COMPANY						
26	POST YEAR	2048188888		2942	08/31/2012 \$	994.77
100-000-43209-3310			PROFESSIONAL SERVICES			
VENDOR: RIDDLEBERGER BROS INC						
1	POST YEAR	71608	SERVICE	2884	08/15/2012 \$	237.50
100-000-43236-5110			ELECTRICAL SERVICES			
VENDOR: RAPPAHANNOCK ELEC COMPANY						
10	POST YEAR	3750088888		2942	08/31/2012 \$	48.68
100-000-43237-3310			REPAIR & MAINTENANCE			
VENDOR: NATIONAL ELEVATOR INSPECTION SERV., INC.						
1	POST YEAR	0053996	ANNUAL PRESSURE TEST	2937	08/31/2012 \$	130.00
100-000-43237-5110			ELECTRICAL SERVICES			
VENDOR: RAPPAHANNOCK ELEC COMPANY						
7	POST YEAR	0801388888		2942	08/31/2012 \$	129.64
9	POST YEAR	4980388888		2942	08/31/2012 \$	679.21
Total for 100-000-43237-5110						\$ 808.85
100-000-71100-5230			TELECOMMUNICATIONS			
VENDOR: TREASURER OF VIRGINIA						
19	POST YEAR	T249346	MONTHLY CHARGES	75113	08/15/2012 \$	31.36
100-000-71100-5810			DUES & MEMBERSHIPS			
VENDOR: VIRGINIA RECREATION & PARK SOCIETY, INC.						
2	POST YEAR	7090960	DUES	75100	08/15/2012 \$	75.00
100-000-71350-6013			EDUCATIONAL AND RECREATIONAL SUPPLIE			
VENDOR: LEFFEL, DR. ELIZABETH						
2	POST YEAR	SUPPLIES REIMB	FOOD SUPPLIES/OFFICE SUPPL	2870	08/15/2012 \$	247.32
100-000-81110-5230			TELECOMMUNICATIONS			
VENDOR: TREASURER OF VIRGINIA						
20	POST YEAR	T249346	MONTHLY CHARGES	75113	08/15/2012 \$	9.77
100-000-83100-5230			TELECOMMUNICATIONS			
VENDOR: TREASURER OF VIRGINIA						
13	POST YEAR	T249346	MONTHLY CHARGES	75113	08/15/2012 \$	17.50
TOTAL DEFINITION TYPE 0 :						\$ 24,672.57
TOTAL EXPENDITURES :						\$ 24,672.57
TOTAL for FISCAL YEAR 2012 :						\$ 24,672.57

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EXPENDITURES						
DEFINITION TYPE 0						
100-000-11010-3600 ADVERTISING						
VENDOR:	WINCHESTER STAR					
5	AUGUST	1651188	HEARING ADS	75103	08/15/2012 \$	388.00
100-000-11010-5540 TRAVEL CONVENTION & EDUCATION						
VENDOR:	COALITION OF HIGH GROWTH COMMUNITIES					
1	AUGUST	265	MEETING	75178	08/31/2012 \$	90.00
100-000-11010-5800 MISCELLANEOUS CHARGES						
VENDOR:	SCHENCK FOODS CO., INC.					
1	AUGUST	5646736	COFFEE	75069	08/15/2012 \$	105.77
VENDOR:	SPONSELLER'S FLOWER SHOP					
1	AUGUST	495	ARRANGEMENT	2891	08/15/2012 \$	52.50
Total for 100-000-11010-5800						\$ 158.27
100-000-12110-5230 TELECOMMUNICATIONS						
VENDOR:	AT&T MOBILITY					
1	AUGUST	x08012012	GOVERNMENT ADMIN	74983	08/15/2012 \$	47.23
VENDOR:	VERIZON					
220	AUGUST	00002726889534Y	MONTHLY CHARGES	75124	08/15/2012 \$	8.25
Total for 100-000-12110-5230						\$ 55.48
100-000-12110-5540 TRAVEL CONVENTION & EDUCATION						
VENDOR:	BB&T FINANCIAL, FSB					
33	AUGUST	3396	TRAVEL	75162	08/31/2012 \$	54.40
100-000-12110-6001 OFFICE SUPPLIES						
VENDOR:	AHOLD FINANCIAL SERVICES					
1	AUGUST	842975	FOOD	74980	08/15/2012 \$	149.98
VENDOR:	COSTCO WHOLESALE INC. #239					
4	AUGUST	CCPR 13/07	FOOD	75005	08/15/2012 \$	166.96
Total for 100-000-12110-6001						\$ 316.94
100-000-12110-6008 VEHICLE AND EQUIP FUEL						
VENDOR:	MANSFIELD OIL COMPANY					
3	AUGUST	SQLCD/00032141	FUEL	2871	08/15/2012 \$	72.41
100-000-12110-6012 BOOKS AND SUBSCRIPTIONS						
VENDOR:	UNIVERSITY OF VA					
1	AUGUST	PCCPS1598	OFFICIALS GUIDE	75093	08/15/2012 \$	48.00
100-000-12210-3100 PROFESSIONAL SERVICES						
VENDOR:	HALL, MONAHAN, ENGLE, MAHAN & MITCHELL					
2	AUGUST	CABLE FRANCHISE	LEGAL SERVICES	2863	08/15/2012 \$	346.38



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VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
18	AUGUST	GEN FILE	LEGAL	2863	08/15/2012 \$	1,077.00
Total for 100-000-12210-3100						\$ 1,423.38
100-000-12310-3320 MAINTENANCE SERVICE CONTRACTS						
VENDOR: RICOH USA INC						
1	AUGUST	5023504340	COPIER MAINTENANCE	75250	08/31/2012 \$	10.65
100-000-12310-3500 PRINTING AND BINDING						
VENDOR: BMS DIRECT						
2	AUGUST	76832	REAL ESTATE LAND BOOKS	2907	08/31/2012 \$	142.77
100-000-12310-5230 TELECOMMUNICATIONS						
VENDOR: VERIZON						
221	AUGUST	00002726889534Y	MONTHLY CHARGES	75124	08/15/2012 \$	36.09
100-000-12310-5540 TRAVEL CONVENTION & EDUCATION						
VENDOR: CRAV						
1	AUGUST	ANNUAL CONF	ANNUAL CONFERENCE	75185	08/31/2012 \$	300.00
100-000-12410-3100 PROFESSIONAL SERVICES						
VENDOR: CINTAS CORP.						
1	AUGUST	8400102601	SERVICE	75173	08/31/2012 \$	22.05
100-000-12410-3320 MAINTENANCE SERVICE CONTRACT						
VENDOR: RICOH USA INC						
2	AUGUST	5023504340	COPIER MAINTENANCE	75250	08/31/2012 \$	10.64
100-000-12410-3500 PRINTING AND BINDING						
VENDOR: BMS DIRECT						
1	AUGUST	76832	REAL ESTATE LAND BOOKS	2907	08/31/2012 \$	142.78
100-000-12410-5230 TELECOMMUNICATIONS						
VENDOR: TREASURER OF VIRGINIA						
1	AUGUST	CO40710	MONTHLY PHONE CHARGES	75188	08/31/2012 \$	5.74
VENDOR: VERIZON						
222	AUGUST	00002726889534Y	MONTHLY CHARGES	75124	08/15/2012 \$	2.75
Total for 100-000-12410-5230						\$ 8.49
100-000-12410-5540 TRAVEL CONVENTION & EDUCATION						
VENDOR: KEELER, SHARON E.						
2	AUGUST	TRAVEL REIMB	TRAVEL REIMB	2867	08/15/2012 \$	880.47
100-000-12410-5810 DUES & MEMBERSHIPS						
VENDOR: TREASURERS' ASSOCIATION						
1	AUGUST	FY13 APP	FY13 CO MEMBERSHIP APPLICA	75274	08/31/2012 \$	330.00
100-000-12410-6001 OFFICE SUPPLIES						
VENDOR: COMMERCIAL PRESS						
1	AUGUST	105230	ENVELOPES	2855	08/15/2012 \$	589.88

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100-000-12510-3100	PROFESSIONAL SERVICES					
VENDOR: MATSCH SYSTEMS						
1	AUGUST	1617		2872	08/15/2012 \$	150.00
1	AUGUST	1634		2872	08/15/2012 \$	150.00
Total for 100-000-12510-3100						\$ 300.00
100-000-12510-3320	MAINTENANCE SERVICE CONTRACT					
VENDOR: AVAYA, INC.						
1	AUGUST	2731971847		74984	08/15/2012 \$	903.22
1	AUGUST	2732035923		75155	08/31/2012 \$	903.22
Total for 100-000-12510-3320						\$ 1,806.44
100-000-12510-5230	TELECOMMUNICATIONS					
VENDOR: AT&T MOBILITY						
8	AUGUST	x08012012	GOVT IT	74983	08/15/2012 \$	25.10
VENDOR: COMCAST						
1	AUGUST	22411668		75002	08/15/2012 \$	587.50
1	AUGUST	22681504	INTERNET SERVICES	75180	08/31/2012 \$	587.50
VENDOR: VERIZON						
223	AUGUST	00002726889534Y	MONTHLY CHARGES	75124	08/15/2012 \$	446.99
6	AUGUST	00076356122812Y	MONTHLY CHARGES	75098	08/15/2012 \$	116.68
6	AUGUST	00081079401014Y	MONTHLY CHARGES	75098	08/15/2012 \$	116.29
1	AUGUST	00092572901596Y	MONTHLY CHARGES	75098	08/15/2012 \$	202.24
Total for 100-000-12510-5230						\$ 2,082.30
100-000-12510-8207	EDP EQUIPMENT					
VENDOR: BB&T FINANCIAL, FSB						
32	AUGUST	3396	ADOBE	75162	08/31/2012 \$	539.98
100-000-13100-5540	TRAVEL CONVENTION & EDUCATION					
VENDOR: BOSSERMAN, BARBARA						
1	AUGUST	08102012REIMB	8/7-8 ELECTRONIC POLLBOOK	2908	08/31/2012 \$	9.53
100-000-13200-5230	TELECOMMUNICATIONS					
VENDOR: AT&T MOBILITY						
3	AUGUST	X08012012	REGISTRAR	74983	08/15/2012 \$	47.23
VENDOR: VERIZON						
224	AUGUST	00002726889534Y	MONTHLY CHARGES	75124	08/15/2012 \$	2.75
Total for 100-000-13200-5230						\$ 49.98
100-000-13200-5510	TRAVEL MILEAGE					
VENDOR: BOSSERMAN, BARBARA						
2	AUGUST	08102012REIMB	8/7-8 ELECTRONIC POLLBOOK	2908	08/31/2012 \$	31.08
1	AUGUST	MILEAGE REIMB	MILEAGE REIMB	2852	08/15/2012 \$	117.04
Total for 100-000-13200-5510						\$ 148.12
100-000-13200-5540	TRAVEL CONVENTION & EDUCATION					

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VENDOR:	BB&T FINANCIAL, FSB					
5	AUGUST	6669	TRAVEL	75162	08/31/2012 \$	88.70
VENDOR:	BOSSERMAN, BARBARA					
3	AUGUST	08102012REIMB	8/7-8 ELECTRONIC POLLBOOK	2908	08/31/2012 \$	9.54
2	AUGUST	TRAVEL	TRAVEL	2852	08/15/2012 \$	18.75
Total for 100-000-13200-5540						\$ 116.99
100-000-13200-5810 DUES & SUBSCRIPTIONS						
VENDOR:	VIRGINIA CAPITOL CONNECTIONS INC					
1	AUGUST	13	VCC MAGAZINE	75282	08/31/2012 \$	20.00
2	AUGUST	13-CORR	VCC MAGAZINE	75282	08/31/2012 \$	20.00-
Total for 100-000-13200-5810						\$ 0.00
100-000-13200-6001 OFFICE SUPPLIES						
VENDOR:	BOSSERMAN, BARBARA					
1	AUGUST	08082012REIMB	NAME TAG	2908	08/31/2012 \$	12.50
VENDOR:	COMMERCIAL PRESS					
1	AUGUST	105229	WINDOW ENVELOPES	2914	08/31/2012 \$	112.40
Total for 100-000-13200-6001						\$ 124.90
100-000-21100-5841 COMPENSATION OF JURORS						
VENDOR:	AMOS, MARY E.					
1	AUGUST	JUROR	JUROR	75152	08/31/2012 \$	30.00
VENDOR:	ATKINSON, MAUREEN O.					
1	AUGUST	JUROR	JURR	75154	08/31/2012 \$	30.00
VENDOR:	BARBAGALLO, MICHAEL J.					
1	AUGUST	JUROR	JUROR	75157	08/31/2012 \$	30.00
VENDOR:	BOWMAN, GLENDA K					
1	AUGUST	JUROR	JUROR	75170	08/31/2012 \$	30.00
VENDOR:	BROWN, GRACE B.					
1	AUGUST	JUROR	JUROR	75171	08/31/2012 \$	30.00
VENDOR:	ANGIE CATHER					
1	AUGUST	081312JURYDUTY	JURY DUTY	2911	08/31/2012 \$	30.00
VENDOR:	CHAMBERS, ELLEN					
1	AUGUST	JUROR	JUROR	75172	08/31/2012 \$	30.00
VENDOR:	CHANDLER, KIM E					
1	AUGUST	081312JURYDUTY	JURY DUTY	2912	08/31/2012 \$	30.00
VENDOR:	CLARKE, DAVID S.					
1	AUGUST	JUROR	JUROR	75177	08/31/2012 \$	30.00
VENDOR:	DEDAPPER, JOSEPH M.					
1	AUGUST	JUROR	JUROR	75187	08/31/2012 \$	30.00
VENDOR:	FARNKLIN, ANDREW					
1	AUGUST	JUROR	JUROR	75193	08/31/2012 \$	30.00

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VENDOR: GORDON, DEBRA K 1	AUGUST	JUROR	JUROR	75202	08/31/2012 \$	30.00
VENDOR: DEBORAH GRAY 1	AUGUST	JURY DUTY	JURY DUTY	75205	08/31/2012 \$	30.00
VENDOR: MARY C HUMPHREYS 1	AUGUST	JURY 08/13/12	JUROR COMPENSATION	75210	08/31/2012 \$	30.00
VENDOR: JUSTICE, ARCHIE T. JR 1	AUGUST	JUROR	JUROR	75217	08/31/2012 \$	30.00
VENDOR: MEADOWS, JOHNNIE M., JR 1	AUGUST	JUROR	JUROR	75229	08/31/2012 \$	30.00
VENDOR: MENDEL, MARGARET A. 1	AUGUST	JUROR	JUROR	75230	08/31/2012 \$	30.00
VENDOR: KURT SAMUEL 1	AUGUST	JURY 08/13/2012	JUROR COMPENSATION	75253	08/31/2012 \$	30.00
VENDOR: JENNIFER STRICKLAND 1	AUGUST	JURY 08/13/12	JUROR COMPENSATION	75264	08/31/2012 \$	30.00
VENDOR: SARAH UNDERWOOD 1	AUGUST	JURY 08/13/2012	JUROR COMPENSATION	75275	08/31/2012 \$	30.00
Total for 100-000-21100-5841						\$ 600.00
100-000-21200-5210 POSTAL SERVICES						
VENDOR: PURCHASE POWER 1	AUGUST	39621404	POSTAGE	75244	08/31/2012 \$	83.65
100-000-21200-5230 TELECOMMUNICATIONS						
VENDOR: VERIZON 225	AUGUST	00002726889534Y	MONTHLY CHARGES	75124	08/15/2012 \$	0.66
226	AUGUST	00002726889534Y	MONTHLY CHARGES	75124	08/15/2012 \$	32.45
Total for 100-000-21200-5230						\$ 33.11
100-000-21300-5230 TELECOMMUNICATIONS						
VENDOR: TREASURER OF FREDERICK COUNTY 4	AUGUST	9	MAGISTRATE TELECOMM	75270	08/31/2012 \$	28.18
100-000-21500-5230 TELECOMMUNICATIONS						
VENDOR: VERIZON 227	AUGUST	00002726889534Y	MONTHLY CHARGES	75124	08/15/2012 \$	56.88
100-000-21600-1100 Salaries - Regular						
VENDOR: CLARKE COUNTY CIRCUIT COURT 1	AUGUST	OPERATIONAL EXP	OPERATIONAL EXPENSES	75176	08/31/2012 \$	4,000.00
100-000-21600-2100 FICA BENEFITS						
VENDOR: CLARKE COUNTY CIRCUIT COURT 5	AUGUST	100505-00		12722	08/30/2012 \$	1,064.45
100-000-21600-2210 VSRS BENEFITS						

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VENDOR: 5	TREASURER OF VIRGINIA - VRSR-O AUGUST	100505-00		12724	08/30/2012 \$	1,679.49
100-000-21600-2300		HEALTH INSURANCE BENEFITS				
VENDOR: 16	ANTHEM BLUE CROSS/BLUE SHIELD AUGUST	100505-00		12721	08/30/2012 \$	854.48
100-000-21600-2400		LIFE INSURANCE				
VENDOR: 3	TREASURER OF VIRGINIA - INS - O AUGUST	100505-00		12723	08/30/2012 \$	164.63
100-000-21600-3320		MAINTENANCE SERVICE CONTRACT				
VENDOR: 1	OCE NORTH AMERICA AUGUST	417592268		75052	08/15/2012 \$	201.00
100-000-21600-3500		PRINTING AND BINDING				
VENDOR: 3	BMS DIRECT AUGUST	76832	REAL ESTATE LAND BOOKS	2907	08/31/2012 \$	654.08
100-000-21600-3510		MICROFILMING				
VENDOR: 1	LOGAN SYSTEMS, INC AUGUST	43408	COMPUTER INDEXING	2930	08/31/2012 \$	619.21
100-000-21600-5230		TELECOMMUNICATIONS				
VENDOR: 228	VERIZON AUGUST	00002726889534Y	MONTHLY CHARGES	75124	08/15/2012 \$	62.94
100-000-21600-6001		OFFICE SUPPLIES				
VENDOR: 1	MATTHEW BENDER & CO., INC. AUGUST	35222395	VA LAW	75222	08/31/2012 \$	292.01
100-000-21930-5699		CIVIC CONTRIBUTIONS				
VENDOR: 1	BLUE RIDGE LEGAL SERVICES, INC AUGUST	FY13 APPROP	FY 13 APPROPRIATION	74994	08/15/2012 \$	2,000.00
100-000-22100-3320		MAINTENANCE SERVICE CONTRACT				
VENDOR: 1	DDL BUSINESS SYSTEMS LLC AUGUST	49210	MAINTENANCE CONTRACT	75006	08/15/2012 \$	67.26
100-000-22100-5230		TELECOMMUNICATIONS				
VENDOR: 229	VERIZON AUGUST	00002726889534Y	MONTHLY CHARGES	75124	08/15/2012 \$	36.09
100-000-22100-5540		TRAVEL CONVENTION & EDUCATION				
VENDOR: 1	M'CLOUGHLIN, ARCHANA AUGUST	FY130001	8/2-5 VACA ANNUAL CONF MIL	2935	08/31/2012 \$	1,107.18
100-000-22100-5810		DUES & MEMBERSHIPS				
VENDOR: 1	M'CLOUGHLIN, ARCHANA AUGUST	DUES	DUES REIMBURSEMENT	2874	08/15/2012 \$	250.00

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VENDOR:	MACKALL, SUZANNE					
1	AUGUST	ANNUAL DUES	ANNUAL DUES REIMBURSEMENT	2881	08/15/2012 \$	270.00
Total for 100-000-22100-5810						\$ 520.00
100-000-22100-6001	OFFICE SUPPLIES					
VENDOR:	COMMERCIAL PRESS					
1	AUGUST	105496	ENVELOPES	2914	08/31/2012 \$	125.90
100-000-22100-6012	BOOKS AND SUBSCRIPTIONS					
VENDOR:	TREASURER OF VIRGINIA					
1	AUGUST	13-C3321-VPN	ADMIN FEE VPN-PC	75273	08/31/2012 \$	24.00
100-000-31200-3100	PROFESSIONAL SERVICES					
VENDOR:	BERRYVILLE AUTO PARTS INC					
1	AUGUST	100	TOWING	74988	08/15/2012 \$	95.00
VENDOR:	TREASURER OF VIRGINIA					
1	AUGUST	214854	CALIBRATION FEES	75271	08/31/2012 \$	14.10
Total for 100-000-31200-3100						\$ 109.10
100-000-31200-5210	POSTAL SERVICES					
VENDOR:	BB&T FINANCIAL, FSB					
12	AUGUST	6640	POSTAGE	75162	08/31/2012 \$	11.85
21	AUGUST	6657	POSTAGE	75162	08/31/2012 \$	80.45
VENDOR:	RESERVE ACCOUNT					
2	AUGUST	36060309	POSTAGE	75240	08/31/2012 \$	300.00
Total for 100-000-31200-5210						\$ 392.30
100-000-31200-5230	TELECOMMUNICATIONS					
VENDOR:	AT&T MOBILITY					
1	AUGUST	X08012012	SHERIFF'S DEPT	74983	08/15/2012 \$	797.79
6	AUGUST	x08012012	SHERIFF'S DEPT	74983	08/15/2012 \$	448.01
VENDOR:	VERIZON					
230	AUGUST	00002726889534Y	MONTHLY CHARGES	75124	08/15/2012 \$	234.03
Total for 100-000-31200-5230						\$ 1,479.83
100-000-31200-5530	TRAVEL SUBSISTANCE & LODGING					
VENDOR:	BB&T FINANCIAL, FSB					
9	AUGUST	6632	TRAVEL	75162	08/31/2012 \$	116.68
14	AUGUST	6665	TRAVEL	75162	08/31/2012 \$	390.74
Total for 100-000-31200-5530						\$ 507.42
100-000-31200-5540	TRAVEL CONVENTION & EDUCATION					
VENDOR:	BB&T FINANCIAL, FSB					
13	AUGUST	6665	TRAVEL	75162	08/31/2012 \$	299.00
100-000-31200-5810	DUES & MEMBERSHIPS					

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VENDOR: BB&T FINANCIAL, FSB						
15	AUGUST	6665	TRAVEL	75162	08/31/2012 \$	120.00
100-000-31200-6001 OFFICE SUPPLIES						
VENDOR: BB&T FINANCIAL, FSB						
11	AUGUST	6640	BINDERS	75162	08/31/2012 \$	79.60
20	AUGUST	6657	CLEANING SUPPLIES	75162	08/31/2012 \$	7.99
VENDOR: BERRYVILLE AUTO PARTS INC						
1	AUGUST	10060849	BATTERIES	74988	08/15/2012 \$	24.00
VENDOR: COMMERCIAL PRESS						
1	AUGUST	105349	BUSINESS CARDS	2855	08/15/2012 \$	44.20
VENDOR: DEHAVEN BERKELEY SPRINGS WATER CORP.						
1	AUGUST	41548	WATER	75007	08/15/2012 \$	27.85
VENDOR: IMPRESSIONS PLUS						
1	AUGUST	18683	SHEETS LH	75212	08/31/2012 \$	268.67
1	AUGUST	442835	PRINT ON EXISTING LETTERHE	75212	08/31/2012 \$	32.01
Total for 100-000-31200-6001						\$ 484.32

100-000-31200-6007 REPAIR AND MAINTENANCE SUPPLIES

VENDOR: BERRYVILLE AUTO PARTS INC						
1	AUGUST	5370	#11-02	75164	08/31/2012 \$	80.09
1	AUGUST	5370-62512	#11-01	75164	08/31/2012 \$	42.72
1	AUGUST	5370-62513	#06-01	75164	08/31/2012 \$	102.20
1	AUGUST	5370-62516	#09-02	75164	08/31/2012 \$	348.83
1	AUGUST	5370-62598	#07-01	75164	08/31/2012 \$	349.21
1	AUGUST	5370-62613	#00-02	75164	08/31/2012 \$	13.38
1	AUGUST	5370-62816	#08-04	75164	08/31/2012 \$	50.28
1	AUGUST	5370-62836	#11-02	75164	08/31/2012 \$	79.59
1	AUGUST	5370-62927	#06-01	75164	08/31/2012 \$	15.12
1	AUGUST	5370-62989	2007 CROWN VIC	75164	08/31/2012 \$	110.27
1	AUGUST	5370-62990	#10-03	75164	08/31/2012 \$	423.74
1	AUGUST	SHRF 5370-61402		74988	08/15/2012 \$	7.84
1	AUGUST	SHRF 5370-61424		74988	08/15/2012 \$	434.31
1	AUGUST	SHRF 5370-61576		74988	08/15/2012 \$	94.00
1	AUGUST	SHRF 5370-61664		74988	08/15/2012 \$	15.12
1	AUGUST	SHRF 5370-61918		74988	08/15/2012 \$	208.50
1	AUGUST	SHRF 5370-62016		74988	08/15/2012 \$	438.68
1	AUGUST	SHRF 5370-62017		74988	08/15/2012 \$	94.42
1	AUGUST	SHRF 5370-62018		74988	08/15/2012 \$	78.40
1	AUGUST	SHRF 5370-62374		74988	08/15/2012 \$	39.14
VENDOR: BILL & GLENN'S GOODYEAR TIRE						
1	AUGUST	193237	TIRES	2850	08/15/2012 \$	563.43
1	AUGUST	193816	TIRE	2906	08/31/2012 \$	120.87
1	AUGUST	193817	2 TIRES	2906	08/31/2012 \$	214.84
VENDOR: BROY'S CAR WASH						
1	AUGUST	SHRF VEHICLES	SHERIFF VEHICLE WASHES	2853	08/15/2012 \$	73.50
Total for 100-000-31200-6007						\$ 3,998.48

100-000-31200-6008 VEHICLE AND EQUIP FUEL

VENDOR: MANSFIELD OIL COMPANY						
1	AUGUST	SQLCD/00032173	FUEL	2871	08/15/2012 \$	2,745.77
1	AUGUST	SQLCD/00033010	FUEL PURCHASE	2931	08/31/2012 \$	3,229.81

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Total for 100-000-31200-6008						\$ 5,975.58
100-000-31200-6010			POLICE SUPPLIES			
VENDOR: FCC.LCC						
1	AUGUST	0003582	LAPEL MIC	75024	08/15/2012	\$ 30.52
100-000-31200-6011			UNIFORM AND WEARING APPAREL			
VENDOR: BB&T FINANCIAL, FSB						
8	AUGUST	6632	SUPPLIES	75162	08/31/2012	\$ 63.00
VENDOR: BEST UNIFORMS, INC.						
1	AUGUST	265618	SHIRT, TROUSERS, PATCH	2905	08/31/2012	\$ 72.13
1	AUGUST	267137	SHIRT	2905	08/31/2012	\$ 47.13
Total for 100-000-31200-6011						\$ 182.26
100-000-31200-6017			AMMUNITION			
VENDOR: STREICHERS						
1	AUGUST	1948132	AMMO	75263	08/31/2012	\$ 228.52
100-000-32100-5230			TELECOMMUNICATIONS			
VENDOR: VERIZON						
231	AUGUST	00002726889534Y	MONTHLY CHARGES	75124	08/15/2012	\$ 64.01
100-000-32201-5699			CIVIC CONTRIBUTIONS			
VENDOR: BLUE RIDGE VOLUNTEER FIRE & RESCUE CO						
1	AUGUST	FY13 QRTLY	FY13 QRTLY	74995	08/15/2012	\$ 12,500.00
100-000-32300-5699			CIVIC CONTRIBUTION			
VENDOR: LORD FAIRFAX EMS COUNCIL, INC.						
1	AUGUST	5166	FY13 FUNDING	75040	08/15/2012	\$ 4,929.00
100-000-33300-5230			TELECOMMUNICATIONS			
VENDOR: VERIZON						
232	AUGUST	00002726889534Y	MONTHLY CHARGES	75124	08/15/2012	\$ 27.84
100-000-34100-3320			MAINTENANCE SERVICE CONTRACT			
VENDOR: WINDOWWARE INC						
1	AUGUST	2012-263	RENEW SUPPORT CONTRACT	75291	08/31/2012	\$ 1,200.00
100-000-34100-3500			PRINTING AND BINDING			
VENDOR: COMMERCIAL PRESS						
1	AUGUST	105495	BUSINESS CARDS POPE, DEHAV	2914	08/31/2012	\$ 73.05
100-000-34100-5230			TELECOMMUNICATIONS			
VENDOR: AT&T MOBILITY						
4	AUGUST	x08012012	BUILDING DEPT	74983	08/15/2012	\$ 25.10
VENDOR: VERIZON						
233	AUGUST	00002726889534Y	MONTHLY CHARGES	75124	08/15/2012	\$ 30.59
Total for 100-000-34100-5230						\$ 55.69



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100-000-34100-5540 TRAVEL CONVENTION & EDUCATION						
VENDOR: TREASURER OF VIRGINIA						
2	AUGUST	REGISTRATION	DCR CLASS REGISTRATION	75272	08/31/2012 \$	260.00
100-000-34100-6008 VEHICLE AND EQUIP FUEL						
VENDOR: MANSFIELD OIL COMPANY						
2	AUGUST	SQLCD/00032141	FUEL	2871	08/15/2012 \$	85.36
2	AUGUST	SQLCD/00032980	FUEL PURCHASE	2931	08/31/2012 \$	145.56
Total for 100-000-34100-6008						\$ 230.92
100-000-35100-3100 PROFESSIONAL SERVICES						
VENDOR: HILLSIDE VETERINARY HOSPITAL						
1	AUGUST	300095	SERVICES	75021	08/15/2012 \$	12.82
1	AUGUST	300304	SERVICES	75021	08/15/2012 \$	12.82
1	AUGUST	300881	SERVICES	75021	08/15/2012 \$	12.82
1	AUGUST	301325	SERVICES	75021	08/15/2012 \$	12.82
Total for 100-000-35100-3100						\$ 51.28
100-000-35100-5230 TELECOMMUNICATIONS						
VENDOR: AT&T MOBILITY						
2	AUGUST	x08012012	ANIMAL CONTROL	74983	08/15/2012 \$	12.55
VENDOR: VERIZON						
234	AUGUST	00002726889534Y	MONTHLY CHARGES	75124	08/15/2012 \$	82.53
Total for 100-000-35100-5230						\$ 95.08
100-000-35100-6008 VEHICLE AND EQUIP FUEL						
VENDOR: MANSFIELD OIL COMPANY						
1	AUGUST	SQLCD/00032141	FUEL	2871	08/15/2012 \$	69.31
1	AUGUST	SQLCD/00032980	FUEL PURCHASE	2931	08/31/2012 \$	68.28
Total for 100-000-35100-6008						\$ 137.59
100-000-35100-6014 OTHER OPERATING SUPPLIES						
VENDOR: BB&T FINANCIAL, FSB						
21	AUGUST	6707	K CHW	75162	08/31/2012 \$	233.60
100-000-35600-3320 MAINTENANCE SERVICE CONTRACT						
VENDOR: SOUTHERN SOFTWARE, INC.						
1	AUGUST	228025		2890	08/15/2012 \$	11,651.00
100-000-35600-5230 TELECOMMUNICATIONS						
VENDOR: AT&T MOBILITY						
5	AUGUST	x08012012	E-911 DEPT	74983	08/15/2012 \$	107.00
VENDOR: LANGUAGE LINE SERVICES, INC.						
1	AUGUST	2999034	MONTHLY SERVICES	75221	08/31/2012 \$	18.48
VENDOR: VERIZON						
10	AUGUST	00001224519338Y	MONTHLY PH CHARGES	75281	08/31/2012 \$	1,255.51
235	AUGUST	00002726889534Y	MONTHLY CHARGES	75124	08/15/2012 \$	131.74

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8	AUGUST	00081080039332Y	PHONE CHGS	75281	08/31/2012	\$ 30.32
Total for 100-000-35600-5230						\$ 1,543.05
100-000-35600-5420 TOWER LEASE						
VENDOR: SHEN. VALLEY TELEVISION TOWER						
13	AUGUST	TOWER LEASE	TOWER LEASE	2886	08/15/2012	\$ 2,070.00
100-000-35600-6001 OFFICE SUPPLIES						
VENDOR: BB&T FINANCIAL, FSB						
1	AUGUST	6669	PRINTER	75162	08/31/2012	\$ 138.19
100-000-35600-6011 UNIFORM AND WEARING APPAREL						
VENDOR: HESS, PAM						
1	AUGUST	08142012KOHLS	UNIFORM PANTS FOR STAFF	2923	08/31/2012	\$ 211.06
VENDOR: BECKY WHETZEL						
1	AUGUST	REIMBURSE	UNIFORM PANTS	2955	08/31/2012	\$ 16.16
Total for 100-000-35600-6011						\$ 227.22
100-000-42400-3840 PURCHASED SERVICES						
VENDOR: TREASURER OF FREDERICK COUNTY						
5	AUGUST	9	CONTAINER/DISPOSE FEE	75270	08/31/2012	\$ 9,154.08
VENDOR: TREASURER, FREDERICK COUNTY						
1	AUGUST	2105-0008	CLARKE BRUSH	75090	08/15/2012	\$ 1,153.92
3	AUGUST	2105-0008	CLARKE BRUSH	75090	08/15/2012	\$ 1,153.92
1	AUGUST	8001-008	CLARKE BRUSH	75090	08/15/2012	\$ 579.12
3	AUGUST	8001-008	CLARKE BRUSH	75090	08/15/2012	\$ 579.12
Total for 100-000-42400-3840						\$ 12,620.16
100-000-42600-6014 OTHER OPERATING SUPPLIES						
VENDOR: ALLIED WASTE SERVICES #976						
1	AUGUST	0976-000289663		75151	08/31/2012	\$ 150.00
1	AUGUST	0976000287506		74981	08/15/2012	\$ 474.18
Total for 100-000-42600-6014						\$ 624.18
100-000-42700-3840 PURCHASED SERVICES						
VENDOR: FREDERICK-WINCHESTER SERVICE AUTHORITY						
1	AUGUST	0142	CLARKE SERVICE CHARGE	75200	08/31/2012	\$ 2,206.36
100-000-42700-5699 CIVIC CONTRIBUTIONS (CCSA)						
VENDOR: CLARKE COUNTY SANITARY AUTHORITY						
1	AUGUST	CCSA-082112-01	MILLWOOD WATER TOWER	75175	08/31/2012	\$ 2,000.00
100-000-43200-3320 MAINTENANCE SERVICE CONTRACT						
VENDOR: ALLIED WASTE SERVICES #976						
2	AUGUST	0976-000289572		75151	08/31/2012	\$ 667.56
VENDOR: BLAKE LANDSCAPES INC						
1	AUGUST	37664		2851	08/15/2012	\$ 6,025.37

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VENDOR: SERVICE MASTER JANITORIAL SERVICES, INC.						
1	AUGUST	411		2885	08/15/2012 \$	3,393.72
1	AUGUST	471	CLEANING SVCS	2944	08/31/2012 \$	3,227.43
Total for 100-000-43200-3320						\$ 13,314.08
100-000-43200-5130 WATER & SEWAGE SERVICES						
VENDOR: DEHAVEN BERKELEY SPRINGS WATER CORP.						
1	AUGUST	41524	WATER	75007	08/15/2012 \$	23.90
VENDOR: DEHAVEN SEVEN-UP CORPORATION						
1	AUGUST	257955	DRINKS	75008	08/15/2012 \$	43.50
Total for 100-000-43200-5130						\$ 67.40
100-000-43200-5230 TELECOMMUNICATIONS						
VENDOR: AT&T MOBILITY						
3	AUGUST	x08012012	GOVT MAINT	74983	08/15/2012 \$	140.46
VENDOR: VERIZON						
236	AUGUST	00002726889534Y	MONTHLY CHARGES	75124	08/15/2012 \$	100.36
Total for 100-000-43200-5230						\$ 240.82
100-000-43200-6005 LAUNDRY, HOUSEKEEPING, & JANITORIAL						
VENDOR: GENERAL SALES OF VIRGINIA						
1	AUGUST	212007662		2861	08/15/2012 \$	1,193.60
1	AUGUST	212007688		2861	08/15/2012 \$	143.90
1	AUGUST	212007903		2861	08/15/2012 \$	525.68
1	AUGUST	212008322		2861	08/15/2012 \$	2,819.53
1	AUGUST	212008323		2861	08/15/2012 \$	2,394.16
1	AUGUST	212008324		2861	08/15/2012 \$	156.82
1	AUGUST	212008325		2861	08/15/2012 \$	2,378.05
1	AUGUST	212008328		2861	08/15/2012 \$	662.40
1	AUGUST	212008377	TOWELS, LAUNDRY PWDR	2919	08/31/2012 \$	586.68
1	AUGUST	212009001	SOAP, CLEANER, ENZYME DIGE	2919	08/31/2012 \$	657.82
Total for 100-000-43200-6005						\$ 11,518.64
100-000-43200-6007 REPAIR AND MAINTENANCE SUPPLIES						
VENDOR: BERRYVILLE AUTO PARTS INC						
1	AUGUST	ADMN 5370-62615	PLB	75164	08/31/2012 \$	4.76
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	AUGUST	59696	KNIFE	74992	08/15/2012 \$	6.49
1	AUGUST	59704	COVER	74992	08/15/2012 \$	12.48
1	AUGUST	59739	BIT	74992	08/15/2012 \$	8.49
1	AUGUST	59741	BIT/RETURN	74992	08/15/2012 \$	8.49
1	AUGUST	59862	GLOVES/NUTS/WASHERS	74992	08/15/2012 \$	15.79
1	AUGUST	59870	NUTS/WASHERS	74992	08/15/2012 \$	1.60
VENDOR: MAURICE ELECTRICAL SUPPLY CO						
1	AUGUST	S100070030.003	DELAY FUSE	2873	08/15/2012 \$	21.72
Total for 100-000-43200-6007						\$ 62.84
100-000-43200-6008 VEHICLE AND EQUIP FUEL						
VENDOR: MANSFIELD OIL COMPANY						

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4	AUGUST	SQLCD/00032141	FUEL	2871	08/15/2012 \$	164.49
3	AUGUST	SQLCD/00032980	FUEL PURCHASE	2931	08/31/2012 \$	275.76
Total for 100-000-43200-6008						\$ 440.25
100-000-43202-3100 PROFESSIONAL SERVICES						
VENDOR: INTERIOR EXPRESSIONS						
1	AUGUST	960	FRAMING/AWARD	75029	08/15/2012 \$	236.25
100-000-43202-3310 REPAIR & MAINTENANCE						
VENDOR: FIDELITY ENGINEERING CORPORATION						
1	AUGUST	529839	SERVICE CALL	2859	08/15/2012 \$	254.30
VENDOR: NATIONAL ELEVATOR INSPECTION SERV., INC.						
1	AUGUST	0075350	INSPECTION	2878	08/15/2012 \$	46.40
1	AUGUST	0075350-CORR	INSPECTION	2878	08/15/2012 \$	46.40
VENDOR: RIDDLEBERGER BROS INC						
2	AUGUST	71620	SERVICE	2884	08/15/2012 \$	148.91
1	AUGUST	71627	SERVICE	2884	08/15/2012 \$	432.00
1	AUGUST	71734	SERVICE CALL CHILLER	2943	08/31/2012 \$	195.31
Total for 100-000-43202-3310						\$ 1,030.52
100-000-43202-3320 MAINTENANCE SERVICE CONTRACTS						
VENDOR: J C EHRLICH CO INC						
10	AUGUST	1354		75031	08/15/2012 \$	142.95
VENDOR: SERVICE MASTER JANITORIAL SERVICES, INC.						
2	AUGUST	411		2885	08/15/2012 \$	2,029.15
2	AUGUST	471	CLEANING SVCS	2944	08/31/2012 \$	2,008.64
Total for 100-000-43202-3320						\$ 4,180.74
100-000-43202-5130 WATER & SEWAGE SERVICES						
VENDOR: TOWN OF BERRYVILLE						
16	AUGUST	4190099.0098	MONTHLY CHARGES/WATER	75089	08/15/2012 \$	55.35
100-000-43202-6007 REPAIR AND MAINT SUPPLIES						
VENDOR: BATTERY MART						
1	AUGUST	355423	BATTERIES	75158	08/31/2012 \$	50.62
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	AUGUST	59852	CUTTING NIPPER	74992	08/15/2012 \$	25.99
VENDOR: SOUTHERN REFRIGERATION						
1	AUGUST	366052	HONEYWELL ACTUATOR	75261	08/31/2012 \$	244.77
Total for 100-000-43202-6007						\$ 321.38
100-000-43205-3320 MAINTENANCE SERVICE CONTRACTS						
VENDOR: J C EHRLICH CO INC						
7	AUGUST	1354		75031	08/15/2012 \$	104.50
100-000-43205-5130 WATER & SEWAGE SERVICES						
VENDOR: TOWN OF BERRYVILLE						

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15	AUGUST	9001800.0098	MONTHLY CHARGES/WATER	75089	08/15/2012 \$	15.50
100-000-43206-3320 MAINTENANCE SERVICE CONTRACTS						
VENDOR: J C EHRLICH CO INC						
1	AUGUST	1354		75031	08/15/2012 \$	190.00
100-000-43206-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
7	AUGUST	8894188888		2942	08/31/2012 \$	147.42
100-000-43206-5130 WATER & SEWAGE SERVICES						
VENDOR: DEHAVEN BERKELEY SPRINGS WATER CORP.						
1	AUGUST	41525	WATER	75007	08/15/2012 \$	15.95
VENDOR: TOWN OF BERRYVILLE						
8	AUGUST	1004000.0098	MONTHLY CHARGES/WATER	75089	08/15/2012 \$	132.42
Total for 100-000-43206-5130						\$ 148.37
100-000-43206-6007 REPAIR AND MAINT SUPPLIES						
VENDOR: LANDMARK ELEVATOR, INC.						
1	AUGUST	20761	DIAGRAMS	75220	08/31/2012 \$	119.60
100-000-43207-3310 REPAIR & MAINTENANCE						
VENDOR: RIDDLEBERGER BROS INC						
1	AUGUST	71739	SERVICE CALL CHILLER	2943	08/31/2012 \$	383.10
100-000-43207-3320 MAINTENANCE SERVICE CONTRACTS						
VENDOR: J C EHRLICH CO INC						
2	AUGUST	1354		75031	08/15/2012 \$	171.00
100-000-43207-6007 REPAIR AND MAINT SUPPLIES						
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	AUGUST	59928	FLD LIGHT	75169	08/31/2012 \$	17.99
VENDOR: CAPITAL TRISTATE ELECTRICAL DIST						
1	AUGUST	9013465323.001	FUSE	74996	08/15/2012 \$	84.12
VENDOR: MAURICE ELECTRICAL SUPPLY CO						
1	AUGUST	S100091513.001	FUSES	2932	08/31/2012 \$	203.43
1	AUGUST	S100098683.001	PHI P48T12/CW/EWA/TO15PK	2932	08/31/2012 \$	221.98
Total for 100-000-43207-6007						\$ 527.52
100-000-43208-3320 MAINTENANCE SERVICE CONTRACTS						
VENDOR: J C EHRLICH CO INC						
3	AUGUST	1354		75031	08/15/2012 \$	171.00
12	AUGUST	1354		75031	08/15/2012 \$	152.00
Total for 100-000-43208-3320						\$ 323.00
100-000-43208-5130 WATER & SEWAGE SERVICES						
VENDOR: TOWN OF BERRYVILLE						
8	AUGUST	1003900.0098	MONTHLY CHARGES/WATER	75089	08/15/2012 \$	88.28

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100-000-43208-6007			REPAIR AND MAINT SUPPLIES			
VENDOR: BERRYVILLE AUTO PARTS INC						
1	AUGUST	ADMN 5370-63029	FUSE	75164	08/31/2012 \$	6.99
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	AUGUST	59912	COVER/BRUSH/ROLL TRAY	75169	08/31/2012 \$	37.26
1	AUGUST	60073	JOINT TAPE	75169	08/31/2012 \$	7.49
1	AUGUST	60078	FILTERS	75169	08/31/2012 \$	24.26
1	AUGUST	60083	FILTERS	75169	08/31/2012 \$	5.48
VENDOR: LOWE'S OF WINCHESTER						
1	AUGUST	62444	PAINT TAPE/PLASTIC	75225	08/31/2012 \$	91.47
Total for 100-000-43208-6007						\$ 172.95
100-000-43209-3310			PROFESSIONAL SERVICES			
VENDOR: RIDDLEBERGER BROS INC						
1	AUGUST	71732	COMPRESSOR REPLACEMENT	2943	08/31/2012 \$	1,934.13
100-000-43209-3320			MAINTENANCE SERVICE CONTRACTS			
VENDOR: J C EHRLICH CO INC						
9	AUGUST	1354		75031	08/15/2012 \$	513.00
100-000-43209-5110			ELECTRICAL SERVICES			
VENDOR: RAPPAHANNOCK ELEC COMPANY						
7	AUGUST	7658188888		2942	08/31/2012 \$	614.51
100-000-43209-5120			HEATING SERVICES			
VENDOR: QUARLES ENERGY SERVICES						
1	AUGUST	83564	LP GAS	75062	08/15/2012 \$	594.26
100-000-43209-6007			REPAIR AND MAINT SUPPLIES			
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	AUGUST	59851	CABLE	74992	08/15/2012 \$	14.31
1	AUGUST	59857	CLAMP	74992	08/15/2012 \$	6.35
Total for 100-000-43209-6007						\$ 20.66
100-000-43210-3310			REPAIR & MAINTENANCE			
VENDOR: ANDERSON CONTROL INC						
1	AUGUST	11502	SERVICE	2849	08/15/2012 \$	180.00
100-000-43210-3320			MAINTENANCE SERVICE CONTRACTS			
VENDOR: J C EHRLICH CO INC						
6	AUGUST	1354		75031	08/15/2012 \$	190.00
100-000-43210-5110			ELECTRICAL SERVICES			
VENDOR: RAPPAHANNOCK ELEC COMPANY						
7	AUGUST	0775388888		2942	08/31/2012 \$	215.13
100-000-43210-6007			REPAIR AND MAINT SUPPLIES			
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						

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1	AUGUST	59848	PADLOCK/DRILL BIT	74992	08/15/2012 \$	18.47
100-000-43211-3320 MAINTENANCE SERVICE CONTRACTS						
VENDOR: J C EHRLICH CO INC						
4	AUGUST	1354		75031	08/15/2012 \$	209.00
100-000-43211-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
42	AUGUST	2750088888		2942	08/31/2012 \$	1,334.79
100-000-43211-5130 WATER & SEWAGE SERVICES						
VENDOR: TOWN OF BERRYVILLE						
1	AUGUST	900130.0098	MONTHLY CHARGES/WATER	75089	08/15/2012 \$	248.00
100-000-43211-6007 REPAIR AND MAINT SUPPLIES						
VENDOR: SUPERIOR SUPPLY						
1	AUGUST	069581-00		75267	08/31/2012 \$	1,248.75
100-000-43212-3310 REPAIR & MAINTENANCE						
VENDOR: GREEN'S SEPTIC SERVICE						
1	AUGUST	08012012PARK	PORTABLE TOILET RENTAL	2921	08/31/2012 \$	75.00
1	AUGUST	MAINT DEPT	SERVICE	2862	08/15/2012 \$	300.00
VENDOR: THOMAS PLUMBING & HEATING, INC.						
1	AUGUST	PS21031	CLEANED SEWER PUMP	2953	08/31/2012 \$	297.50
1	AUGUST	PS21053	KIWANNA'S SHELTER HYDRANT	2953	08/31/2012 \$	1,243.61
Total for 100-000-43212-3310						\$ 1,916.11
100-000-43212-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
55	AUGUST	1650088888		2942	08/31/2012 \$	8.17
56	AUGUST	1650088888		2942	08/31/2012 \$	7.54
57	AUGUST	1650088888		2942	08/31/2012 \$	13.17
59	AUGUST	1650088888		2942	08/31/2012 \$	109.65
60	AUGUST	1650088888		2942	08/31/2012 \$	7.75
62	AUGUST	1650088888		2942	08/31/2012 \$	15.09
63	AUGUST	1650088888		2942	08/31/2012 \$	20.64
43	AUGUST	2750088888		2942	08/31/2012 \$	246.74
44	AUGUST	2750088888		2942	08/31/2012 \$	155.19
46	AUGUST	2750088888		2942	08/31/2012 \$	800.50
Total for 100-000-43212-5110						\$ 1,384.44
100-000-43212-5130 WATER & SEWAGE SERVICES						
VENDOR: TOWN OF BERRYVILLE						
1	AUGUST	900120.0098	MONTHLY CHARGES/WATER	75089	08/15/2012 \$	62.00
8	AUGUST	9001500.0098	MONTHLY CHARGES/WATER	75089	08/15/2012 \$	289.08
Total for 100-000-43212-5130						\$ 351.08
100-000-43212-6007 REPAIR AND MAINT SUPPLIES						
VENDOR: BATTERY MART						
1	AUGUST	2036798	BATTERY	74986	08/15/2012 \$	23.85

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VENDOR:	BERRYVILLE AUTO PARTS INC					
1	AUGUST	ADMN 5370-62865	HYDFLUID/OIL	75164	08/31/2012 \$	20.33
VENDOR:	BERRYVILLE FARM SUPPLY					
1	AUGUST	1025153	SUPPLIES	75165	08/31/2012 \$	74.85
VENDOR:	BERRYVILLE TRUE VALUE HARDWARE					
1	AUGUST	60003	FLAG TAPE	75169	08/31/2012 \$	20.23
1	AUGUST	60018	REEL/REEL STAND	75169	08/31/2012 \$	20.48
Total for 100-000-43212-6007						\$ 159.74
100-000-43213-5110 ELECTRICAL SERVICES						
VENDOR:	RAPPAHANNOCK ELEC COMPANY					
58	AUGUST	1650088888		2942	08/31/2012 \$	451.44
100-000-43213-5130 WATER & SEWAGE SERVICES						
VENDOR:	TOWN OF BERRYVILLE					
9	AUGUST	9001400.0098	MONTHLY CHARGES/WATER	75089	08/15/2012 \$	2,317.35
100-000-43213-6007 REPAIR AND MAINT SUPPLIES						
VENDOR:	BERRYVILLE TRUE VALUE HARDWARE					
2	AUGUST	59862	GLOVES/NUTS/WASHERS	74992	08/15/2012 \$	15.98
100-000-43214-5110 ELECTRICAL SERVICES						
VENDOR:	RAPPAHANNOCK ELEC COMPANY					
61	AUGUST	1650088888		2942	08/31/2012 \$	201.15
100-000-43215-5110 ELECTRICAL SERVICES						
VENDOR:	RAPPAHANNOCK ELEC COMPANY					
45	AUGUST	2750088888		2942	08/31/2012 \$	70.61
100-000-43236-5130 WATER & SEWAGE SERVICES						
VENDOR:	TOWN OF BERRYVILLE					
6	AUGUST	1004800.0098	MONTHLY CHARGES/WATER	75089	08/15/2012 \$	66.21
100-000-43237-3310 REPAIR & MAINTENANCE						
VENDOR:	ANDERSON CONTROL INC					
1	AUGUST	11508	SERVICE	2849	08/15/2012 \$	90.00
1	AUGUST	11531	service trip soc svcs	2903	08/31/2012 \$	67.50
Total for 100-000-43237-3310						\$ 157.50
100-000-43237-3320 MAINTENANCE SERVICE CONTRACTS						
VENDOR:	J C EHRlich CO INC					
5	AUGUST	1354		75031	08/15/2012 \$	304.00
100-000-43237-5130 WATER & SEWAGE SERVICES						
VENDOR:	TOWN OF BERRYVILLE					
6	AUGUST	2010600.0098	MONTHLY CHARGES/WATER	75089	08/15/2012 \$	22.07
9	AUGUST	2010700.0098	MONTHLY CHARGES/WATER	75089	08/15/2012 \$	44.14
Total for 100-000-43237-5130						\$ 66.21



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100-000-51200-5699			CIVIC CONTRIBUTIONS			
VENDOR: OUR HEALTH, INC.						
1	AUGUST	41	FY13 FUNDING	75055	08/15/2012 \$	6,500.00
100-000-53600-5699			CIVIC CONTRIBUTIONS			
VENDOR: ACCESS INDEPENDENCE, INC						
1	AUGUST	FY13	FY13 CONTRIBUTION	75149	08/31/2012 \$	1,000.00
100-000-69100-5699			CIVIC CONTRIBUTIONS			
VENDOR: LORD FAIRFAX COMMUNITY COLLEGE						
1	AUGUST	3530	FY13 CONTRIBUTIONS	75223	08/31/2012 \$	3,588.75
100-000-71100-3320			MAINTENANCE SERVICE CONTRACT			
VENDOR: DDL BUSINESS SYSTEMS LLC						
1	AUGUST	49208		75006	08/15/2012 \$	268.84
100-000-71100-5230			TELECOMMUNICATIONS			
VENDOR: VERIZON						
237	AUGUST	00002726889534Y	MONTHLY CHARGES	75124	08/15/2012 \$	114.34
100-000-71100-5400			LEASES AND RENTALS			
VENDOR: SHENANDOAH VALLEY WATER & COFFEE CO.						
1	AUGUST	H13100000-12	WATER/EQUIP RENT	75258	08/31/2012 \$	237.47
100-000-71100-5810			DUES & MEMBERSHIPS			
VENDOR: COSTCO MEMBERSHIP						
2	AUGUST	000316700718000	MEMBERSHIP	75004	08/15/2012 \$	55.00
VENDOR: VIRGINIA RECREATION & PARK SOCIETY, INC.						
1	AUGUST	7090960	DUES	75100	08/15/2012 \$	345.00
Total for 100-000-71100-5810						\$ 400.00
100-000-71100-6001			OFFICE SUPPLIES			
VENDOR: COSTCO WHOLESALE INC. #239						
3	AUGUST	CCPR 13/05	FOOD/FOOD SUPPLIES	75005	08/15/2012 \$	19.99
100-000-71100-6008			VEHICLE AND EQUIP FUEL			
VENDOR: MANSFIELD OIL COMPANY						
5	AUGUST	SQLCD/00032141	FUEL	2871	08/15/2012 \$	17.57
4	AUGUST	SQLCD/00032980	FUEL PURCHASE	2931	08/31/2012 \$	29.53
Total for 100-000-71100-6008						\$ 47.10
100-000-71310-6013			EDUCATIONAL AND RECREATIONAL SUPPLIE			
VENDOR: ROBERTS OXYGEN COMPANY, INC						
1	AUGUST	961963	HELIUM	75252	08/31/2012 \$	170.52
100-000-71310-6014			OTHER OPERATING SUPPLIES			
VENDOR: WALMART COMMUNITY/GEGRB						
6	AUGUST	0731 08/16/12	FOR RESALE	75286	08/31/2012 \$	10.16

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100-000-71310-6015	MERCHANDISE FOR RESALE					
VENDOR: WALMART COMMUNITY/GECRB						
1	AUGUST	0731 08/16/12	FOR RESALE	75286	08/31/2012 \$	29.52
5	AUGUST	0731 08/16/12	FOR RESALE	75286	08/31/2012 \$	134.68
Total for 100-000-71310-6015						\$ 164.20
100-000-71320-5810	DUES & MEMBERSHIPS					
VENDOR: SHENANDOAH VALLEY SWIM LEAGUE						
1	AUGUST	MEMBERSHIP		75071	08/15/2012 \$	1,100.00
100-000-71320-6013	EDUCATIONAL AND RECREATIONAL SUPPLIE					
VENDOR: CROWN TROPHY						
1	AUGUST	3818	TROPHIES	75186	08/31/2012 \$	213.85
100-000-71320-6014	OTHER OPERATING SUPPLIES					
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	AUGUST	59498	SPR NOZZLE	75169	08/31/2012 \$	19.98
VENDOR: THE STOP						
1	AUGUST	68400	SUPPLIES	75084	08/15/2012 \$	31.79
VENDOR: WALMART COMMUNITY/GECRB						
3	AUGUST	0731 08/16/12	FOR RESALE	75286	08/31/2012 \$	37.60
Total for 100-000-71320-6014						\$ 89.37
100-000-71320-6026	POOL CHEMICALS					
VENDOR: HARPER AND COMPANY INC						
1	AUGUST	0081071	CALCIUM	2864	08/15/2012 \$	2,245.00
100-000-71330-6015	MERCHANDISE FOR RESALE					
VENDOR: COCA-COLA ENTERPRISES						
1	AUGUST	1236095319	DRINKS	75179	08/31/2012 \$	249.60
VENDOR: COSTCO WHOLESALE INC. #239						
1	AUGUST	CCPR 13/05	FOOD/FOOD SUPPLIES	75005	08/15/2012 \$	38.53
3	AUGUST	CCPR 13/07	FOOD	75005	08/15/2012 \$	25.94
2	AUGUST	CCPR13/08	FOOD SUPPLIES	75005	08/15/2012 \$	137.93
VENDOR: GARBER ICE CREAM CO INC						
1	AUGUST	248437	ICE CREAM	75019	08/15/2012 \$	256.80
1	AUGUST	249397	ICE CREAM	75201	08/31/2012 \$	143.46
VENDOR: WALMART COMMUNITY/GECRB						
2	AUGUST	003329	FOR RESALE	75286	08/31/2012 \$	68.48
2	AUGUST	0731 08/16/12	FOR RESALE	75286	08/31/2012 \$	39.36
4	AUGUST	0731 08/16/12	FOR RESALE	75286	08/31/2012 \$	35.82
VENDOR: ZAFAR ENTERPRISES						
1	AUGUST	225012331	PIZZA	75104	08/15/2012 \$	631.40
1	AUGUST	226013582	PIZZA'S	75293	08/31/2012 \$	351.40
Total for 100-000-71330-6015						\$ 1,978.72
100-000-71350-3100	PROFESSIONAL SERVICES					

CLARKE COUNTY  
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=====						
VENDOR: EARLEY, LATASHA DOZIA						
2	AUGUST	CLASSES	CLASS - PO 7290	75011	08/15/2012 \$	676.00
VENDOR: MONTGOMERY, CHRISTEL						
3	AUGUST	CAMP		2876	08/15/2012 \$	1,734.60
VENDOR: OPUS OAKES, AN ART PLACE, INC.						
1	AUGUST	07355	3-D CHARACTR, PHOTO, FELTY	2940	08/31/2012 \$	541.00
3	AUGUST	CAMP		2880	08/15/2012 \$	847.00
VENDOR: PONY TO GO						
1	AUGUST	HRSE LVRS/RNCH	HRSE LVRS CMP & NIGHT ON R	75242	08/31/2012 \$	424.00
VENDOR: WAMPLER, JERRY						
1	AUGUST	20120810	GOLF CLINIC 08/06-08/10-12	75287	08/31/2012 \$	275.00
Total for 100-000-71350-3100						\$ 4,497.60
100-000-71350-3500 PRINTING AND BINDING						
VENDOR: SIGNET SCREEN PRINTING						
1	AUGUST	S 79015	BANNER	75260	08/31/2012 \$	30.00
100-000-71350-5400 LEASES AND RENTALS						
VENDOR: GRAND RENTAL						
1	AUGUST	145679-04	CTN CNDY&SNO CONE MACHINE	75204	08/31/2012 \$	224.03
100-000-71350-5560 GROUP TRIPS						
VENDOR: ALAMO DRAFTHOUSE						
1	AUGUST	8102012	MOVIE TRIP	75150	08/31/2012 \$	402.00
VENDOR: BB&T FINANCIAL, FSB						
24	AUGUST	6723	TRIP	75162	08/31/2012 \$	309.35
VENDOR: CLARCO CORPORATION						
3	AUGUST	2709	GROUP TRIP	74999	08/15/2012 \$	270.00
Total for 100-000-71350-5560						\$ 981.35
100-000-71350-5830 REFUNDS						
VENDOR: BALDWIN, ELIZABETH						
1	AUGUST	163690	ACTIVITY REFUND	75156	08/31/2012 \$	45.00
VENDOR: COUMRS, DALE						
1	AUGUST	163984	ACTIVITY REFUND	75184	08/31/2012 \$	249.00
VENDOR: FISHBACK, MARY						
1	AUGUST	163986	INSURANCE REFUND	75194	08/31/2012 \$	45.00
VENDOR: FUNK, WILLIAM						
1	AUGUST	PROGRAM REFUND	PROGRAM CANCELLATION REFUN	75018	08/15/2012 \$	65.00
VENDOR: KITE, DIANA						
1	AUGUST	163959	ACTIVITY REFUND	75218	08/31/2012 \$	45.00
VENDOR: LINSTER, LESLEY						
1	AUGUST	PROGRAM REFUND	PROGRAM CANCELLATION REFUN	75039	08/15/2012 \$	90.00
VENDOR: MAXWELL, JACQUELYN						
1	AUGUST	163985	ACTIVITY REFUND	75226	08/31/2012 \$	90.00

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VENDOR:	NIEDZIALEK, CAROL					
1	AUGUST	163811-REFUND	ACTIVITY REFUND	75233	08/31/2012 \$	15.00
VENDOR:	OWEN, JESIE					
1	AUGUST	PROGRAM REFUND	PROGRAM CANCELLATION REFUN	75056	08/15/2012 \$	28.00
VENDOR:	WANDA REID					
1	AUGUST	163987-REFUND	ACTIVITY REFUND	75248	08/31/2012 \$	90.00
VENDOR:	SANGRE, JOHN					
1	AUGUST	PROGRAM REFUND	PROGRAM CANCELLATION REFUN	75068	08/15/2012 \$	21.00
VENDOR:	SANTILLI, BRUCE					
1	AUGUST	163759-REFUND	ACTIVITY REFUND	75254	08/31/2012 \$	45.00
VENDOR:	TOLLETT, JUDY					
1	AUGUST	PROGRAM REFUND	PROGRAM CANCELLATION REFUN	75085	08/15/2012 \$	50.00
Total for 100-000-71350-5830						\$ 878.00
100-000-71350-6002 FOOD SUPPLIES & FOOD SERVICE SUPPLIE						
VENDOR:	COSTCO WHOLESALE INC. #239					
2	AUGUST	CCPR 13/05	FOOD/FOOD SUPPLIES	75005	08/15/2012 \$	418.78
2	AUGUST	CCPR 13/07	FOOD	75005	08/15/2012 \$	62.39
1	AUGUST	CCPR13/08	FOOD SUPPLIES	75005	08/15/2012 \$	87.65
1	AUGUST	CPR13/10	SUPPLIES	75183	08/31/2012 \$	35.98
VENDOR:	FOOD LION, INC					
1	AUGUST	281164287871	FOOD SUPPLIES	75199	08/31/2012 \$	1.99
1	AUGUST	281164297880	FOOD SUPPLIES	75015	08/15/2012 \$	27.57
1	AUGUST	281164307885	FOOD SUPPLIES	75015	08/15/2012 \$	65.99
1	AUGUST	281164307888	FOOD SUPPLIES	75015	08/15/2012 \$	66.27
1	AUGUST	281164317893	FOOD SUPPLIES	75015	08/15/2012 \$	57.33
1	AUGUST	281164317897	FOOD SUPPLIES	75199	08/31/2012 \$	33.22
1	AUGUST	281164327904	FOOD SUPPLIES	75199	08/31/2012 \$	49.88
VENDOR:	WALMART COMMUNITY/GEGRB					
1	AUGUST	003329	FOR RESALE	75286	08/31/2012 \$	168.12
Total for 100-000-71350-6002						\$ 1,075.17
100-000-71350-6011 UNIFORM AND WEARING APPAREL						
VENDOR:	COAST TO COAST PROMOTIONS					
1	AUGUST	1300	T-SHIRTS	2854	08/15/2012 \$	148.50
100-000-71350-6013 EDUCATIONAL AND RECREATIONAL SUPPLIE						
VENDOR:	LANHAM, TAMMY					
1	AUGUST	CAMP SUPPLIES	CAMP SUPPLIES	2868	08/15/2012 \$	68.03
VENDOR:	LEFFEL, DR. ELIZABETH					
1	AUGUST	SUPPLIES REIMB	FOOD SUPPLIES/OFFICE SUPPL	2870	08/15/2012 \$	295.16
Total for 100-000-71350-6013						\$ 363.19
100-000-71350-6014 OTHER OPERATING SUPPLIES						
VENDOR:	BERRYVILLE TRUE VALUE HARDWARE					
1	AUGUST	59632	COOLER	74992	08/15/2012 \$	42.99

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VENDOR:	COSTCO WHOLESALE INC. #239					
1	AUGUST	CCPR 13/07	FOOD	75005	08/15/2012 \$	89.99
VENDOR:	LOWE'S COMPANIES, INC					
1	AUGUST	85667	CLAMPS/HOOD. VENT/HVAC/DUCT	75041	08/15/2012 \$	494.10
VENDOR:	MOORE MEDICAL CORP					
1	AUGUST	97351433	STING RELEIF PADS	75047	08/15/2012 \$	13.77
						-----
			Total for 100-000-71350-6014		\$	640.85
100-000-71350-6015			MERCHANDISE FOR RESALE			
VENDOR:	VRPS					
1	AUGUST	07329	KINGS DOMINION DAY TICKETS	75285	08/31/2012 \$	1,085.00
100-000-81110-3100			PROFESSIONAL SERVICES			
VENDOR:	PIEDMONT GEOTECHNICAL, INC.					
1	AUGUST	1442VA	SERVICES	2882	08/15/2012 \$	165.00
1	AUGUST	1445VA	SERVICES	2882	08/15/2012 \$	247.50
			Total for 100-000-81110-3100		\$	412.50
100-000-81110-5230			TELECOMMUNICATIONS			
VENDOR:	VERIZON					
238	AUGUST	00002726889534Y	MONTHLY CHARGES	75124	08/15/2012 \$	13.75
100-000-81400-3100			PROFESSIONAL SERVICES			
VENDOR:	BB&T FINANCIAL, FSB					
7	AUGUST	6715	SCANNING	75162	08/31/2012 \$	146.82
VENDOR:	HALL, MONAHAN, ENGLE, MAHAN & MITCHELL					
17	AUGUST	GEN FILE	LEGAL	2863	08/15/2012 \$	2,005.00
			Total for 100-000-81400-3100		\$	2,151.82
100-000-81600-3100			PROFESSIONAL SERVICES			
VENDOR:	HALL, MONAHAN, ENGLE, MAHAN & MITCHELL					
19	AUGUST	GEN FILE	LEGAL	2863	08/15/2012 \$	892.00
100-000-81800-3100			PROFESSIONAL SERVICES			
VENDOR:	KALBIAN, MARAL S.					
1	AUGUST	080112CHAPEL#6	CONSULTING CHAPEL RURAL HI	2927	08/31/2012 \$	3,427.30
1	AUGUST	72812CCHPC	CONSULTING CC HIST PRES CO	2927	08/31/2012 \$	55.00
1	AUGUST	82812CHAPEL	COPIES RE CHAPEL RURAL HIS	2927	08/31/2012 \$	103.20
1	AUGUST	82812CHAPEL#7	CONSULTING CHAPEL RURAL HI	2927	08/31/2012 \$	5,000.00
			Total for 100-000-81800-3100		\$	8,585.50
100-000-81800-3600			ADVERTISING			
VENDOR:	WINCHESTER STAR					
13	AUGUST	1679471	ARCHITECT ADVS	75103	08/15/2012 \$	126.00
100-000-81920-5699			CIVIC CONTRIBUTIONS			
VENDOR:	WINCHESTER REGIONAL AIRPORT AUTHORITY					
3	AUGUST	CAPITAL	CAPITAL APPROP	75102	08/15/2012 \$	1,250.00

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=====						
100-000-82600-5510			TRAVEL MILEAGE			
VENDOR:	LAURA NOWELL SHIFFLETT					
1	AUGUST	072012MILEAGE	JULY MILEAGE	2946	08/31/2012	\$ 290.40
100-000-83100-5230			TELECOMMUNICATIONS			
VENDOR:	VERIZON					
239	AUGUST	00002726889534Y	MONTHLY CHARGES	75124	08/15/2012	\$ 30.59
TOTAL DEFINITION TYPE 0 :						\$ 181,745.62
TOTAL EXPENDITURES :						\$ 181,745.62
TOTAL for FISCAL YEAR 2013 :						\$ 181,745.62
TOTAL PAYMENTS :						\$ 206,418.19

CLARKE COUNTY  
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VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
=====						
Fiscal Year: 2012						
EXPENDITURES						
DEFINITION TYPE 0						
235-000-82700-3100		PROFESSIONAL SERVICES				
VENDOR: HALL, MONAHAN, ENGLE, MAHAN & MITCHELL						
2	POST YEAR	21-CORR	LEGAL SERVICES	2863	08/15/2012 \$	328.05
235-000-82700-8215		PURCHASE OF DEVELOPMENT RIGHTS				
VENDOR: HALL, MONAHAN, ENGLE, MAHAN & MITCHELL						
1	POST YEAR	21-CORR	LEGAL SERVICES	2863	08/15/2012 \$	328.05
21	POST YEAR	GEN FILE	LEGAL SERVICES	2863	08/15/2012 \$	328.05
						0.00
Total for 235-000-82700-8215						\$ 0.00
301-800-94337-8112		CONSTRUCTION				
VENDOR: MINGHINI'S GENERAL CONTRACTORS, INC.						
1	POST YEAR	APP 6		75046	08/15/2012 \$	154,096.20
1	POST YEAR	APP 6		75046	08/15/2012 \$	154,096.20
VENDOR: TRIAD ENGINEERING, INC						
2	POST YEAR	50139-CORR	INSPECTION/TESTING	75091	08/15/2012 \$	311.00
Total for 301-800-94337-8112						\$ 311.00
TOTAL DEFINITION TYPE 0 :						\$ 639.05
TOTAL EXPENDITURES :						\$ 639.05
TOTAL for FISCAL YEAR 2012 :						\$ 639.05

Fiscal Year: 2013

EXPENDITURES

DEFINITION TYPE 0

225-127-31200-5230		TELECOMMUNICATIONS				
VENDOR: SPRINT DATA SERVICES						
1	AUGUST	862688664-018	MONTHLY CHARGES	75078	08/15/2012 \$	391.47
231-000-31200-5800		MISCELLANEOUS				
VENDOR: VIRGINIA PUBLIC SAFETY FOUNDATION						
1	AUGUST		CONTRIBUTIONS	75099	08/15/2012 \$	1,000.00
231-000-31200-6000		MATERIAL AND SUPPLIES				
VENDOR: BB&T FINANCIAL, FSB						
22	AUGUST	6657	SUPPLIES FOR CLASS	75162	08/31/2012 \$	280.00
231-000-31200-6011		UNIFORM AND WEARING APPAREL				
VENDOR: BEST UNIFORMS, INC.						
1	AUGUST	265607	UNIFORM ITEMS	2905	08/31/2012 \$	236.13
231-128-31200-6001		MATERIALS AND SUPPLIES				
VENDOR: BB&T FINANCIAL, FSB						

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13	AUGUST	6640	FOOD SUPPLIES	75162	08/31/2012 \$	48.45
235-000-82700-3100 PROFESSIONAL SERVICES						
VENDOR: HALL, MONAHAN, ENGLE, MAHAN & MITCHELL						
1	AUGUST	20-CORR	LEGAL SERVICES	2863	08/15/2012 \$	328.05
235-000-82700-8215 PURCHASE OF DEVELOPMENT RIGHTS						
VENDOR: HALL, MONAHAN, ENGLE, MAHAN & MITCHELL						
2	AUGUST	20-CORR	LEGAL SERVICES	2863	08/15/2012 \$	328.05-
20	AUGUST	GEN FILE	LEGAL SERVICES	2863	08/15/2012 \$	328.05
Total for 235-000-82700-8215						\$ 0.00
301-800-94337-8112 CONSTRUCTION						
VENDOR: MINGHINI'S GENERAL CONTRACTORS, INC.						
2	AUGUST	APP 6		75046	08/15/2012 \$	154,096.20
VENDOR: TRIAD ENGINEERING, INC						
1	AUGUST	50139	INSPECTION/TESTING	75091	08/15/2012 \$	311.00
1	AUGUST	50139-CORR	INSPECTION/TESTING	75091	08/15/2012 \$	311.00-
Total for 301-800-94337-8112						\$ 154,096.20
TOTAL DEFINITION TYPE 0 :						\$ 156,380.30
TOTAL EXPENDITURES :						\$ 156,380.30
TOTAL for FISCAL YEAR 2013 :						\$ 156,380.30
TOTAL PAYMENTS :						\$ 157,019.35



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AUGUST 2012 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						
607-000-12530-5230			TELECOMMUNICATIONS			
VENDOR:	TREASURER OF VIRGINIA					
14	POST YEAR	T249346	MONTHLY CHARGES	75113	08/15/2012 \$	22.06
607-000-12530-5540			TRAVEL CONVENTION & EDUCATION			
VENDOR:	POPE, CATHY					
2	POST YEAR	0815MILEAGE	MILEAGE 6/13-30	2941	08/31/2012 \$	8.88
732-000-12530-3000			PURCHASED SERVICES - TRANSACTION FEE			
VENDOR:	HSA BANK					
1	POST YEAR	08202012		4	08/21/2012 \$	1,288.04
TOTAL DEFINITION TYPE 0 :						\$ 1,318.98
TOTAL EXPENDITURES :						\$ 1,318.98
TOTAL for FISCAL YEAR 2012 :						\$ 1,318.98

Fiscal Year: 2013

EXPENDITURES

DEFINITION TYPE 0

607-000-12510-3320			MAINTENANCE SERVICE CONTRACT			
VENDOR:	RDA SYSTEMS INC					
1	AUGUST	APPL001	APPLICATION SUPPORT	75247	08/31/2012 \$	24,123.18
VENDOR:	RICOH USA INC					
1	AUGUST	5023495235	COPIER MAINTENANCE	75250	08/31/2012 \$	56.73
Total for 607-000-12510-3320						\$ 24,179.91
607-000-12530-4300			CENTRAL PURCHASING/STORE			
VENDOR:	CDW GOVERNMENT, INC.					
1	AUGUST	N241263		74997	08/15/2012 \$	300.00
VENDOR:	INDEPENDENT STATIONERS					
1	AUGUST	000198244		75026	08/15/2012 \$	1,922.08
1	AUGUST	000206775	GLUE STICK/TAPE	75213	08/31/2012 \$	68.94
VENDOR:	KURTZ BROTHERS					
1	AUGUST	49033.00		75038	08/15/2012 \$	834.30
VENDOR:	OFFICE DEPOT					
1	AUGUST	617665771001		75054	08/15/2012 \$	1,100.17
1	AUGUST	617665947001		75053	08/15/2012 \$	28.92
1	AUGUST	617665948001		75053	08/15/2012 \$	94.80
VENDOR:	QUILL CORPORATION					
1	AUGUST	4988020	TONER	75246	08/31/2012 \$	870.74
1	AUGUST	4988087	TONER	75246	08/31/2012 \$	775.14
VENDOR:	SUPPLY ROOM COMPANIES, THE					

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1	AUGUST	1752985-0	POSTIT FLAGS, FASTENERS, P	2950	08/31/2012 \$	667.22
1	AUGUST	1752985-1	BINDERS, HI-LITERS, LABELS, C	2950	08/31/2012 \$	47.76
1	AUGUST	1752985-2	BINDERS, CARDS, LABELS, HI-LI	2950	08/31/2012 \$	47.56
1	AUGUST	1752985-3	BINDERS, HI-LITERS	2950	08/31/2012 \$	48.09
1	AUGUST	1752985-4	BINDERS	2950	08/31/2012 \$	79.60
VENDOR: SUPPLY ROOM COMPANIES, THE						
1	AUGUST	1763642-0	PENS, PENCILS CENTRL STORE	2952	08/31/2012 \$	56.64
Total for 607-000-12530-4300						\$ 6,941.96
607-000-12530-5230 TELECOMMUNICATIONS						
VENDOR: VERIZON						
250	AUGUST	00002726889534Y	MONTHLY CHARGES	75124	08/15/2012 \$	99.67
607-000-12530-5540 TRAVEL CONVENTION & EDUCATION						
VENDOR: POPE, CATHY						
1	AUGUST	0815MILEAGE	MILEAGE 7/1-8/15	2941	08/31/2012 \$	13.32
607-000-12530-5810 DUES & MEMBERSHIPS						
VENDOR: COSTCO MEMBERSHIP						
1	AUGUST	000316700718000	MEMBERSHIP	75004	08/15/2012 \$	110.00
732-000-12530-3000 PURCHASED SERVICES - TRANSACTION FEE						
VENDOR: WAGE WORKS						
1	AUGUST	125A10194711	FLEX ADMN SERV THRU AUG	75101	08/15/2012 \$	1,866.75
732-000-12530-5210 POSTAGE						
VENDOR: GILLEY, ORETHA ANNETTE						
1	AUGUST	081712POSTAGE	4 CERTIFIED LETTERS - EBS	2920	08/31/2012 \$	23.00
735-000-12550-2300 Health Insurance Payments						
VENDOR: ANTHEM BLUE CROSS/BLUE SHIELD						
17	AUGUST	100505-00		12721	08/30/2012 \$	1,825.00
18	AUGUST	100505-00		12721	08/30/2012 \$	190.00
19	AUGUST	100505-00		12721	08/30/2012 \$	9,388.00
Total for 735-000-12550-2300						\$ 11,403.00
TOTAL DEFINITION TYPE 0 :						\$ 44,637.61
TOTAL EXPENDITURES :						\$ 44,637.61
TOTAL for FISCAL YEAR 2013 :						\$ 44,637.61
TOTAL PAYMENTS :						\$ 45,956.59

# Clarke County Board of Supervisors

## County Entrance Signs Update by Supervisor John Staelin

# 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
4/17/2012	1451	Provide Supervisor Byrd the number of homeschooled students in County and number counted in ADM.	Dr. Murphy		
5/15/2012	1469	Follow up on whether School option estimates include soft costs.	Jim Brinkmeier		
6/19/2012	1489	Proceed with bid solicitation for BCCGC HVAC system.	Mike Legge	In process discussed at JBC 9/5	9/5/2012
6/19/2012	1491	Investigate the RDA contract.	Bob Mitchell	Ongoing discussed at JBC 9/5	9/5/2012
8/21/2012	1517	Process approved minutes.	Lora B. Walburn	Complete	8/22/2012
8/21/2012	1518	Provide Alison Teeter notice of Board approval of Consent Agenda items.	Lora B. Walburn	Complete	8/22/2012
8/21/2012	1519	Update database and process appointments.	Lora B. Walburn	Complete	8/30/2012
8/21/2012	1520	Execute appointment notice.	J. Michael Hobert	Complete	8/31/2012
8/21/2012	1521	Provide recommendations for appointments to Warren/Clarke County Microenterprise Assistance Program Management Team to the Personnel Committee.	Supervisors	Include suggestions in 9/10 Personnel Comm Packet	9/4/2012
8/21/2012	1522	Circulate Comprehensive Plan review calendar to BOS.	Brandon Stidham	Complete	8/24/2012
8/21/2012	1523	Request the Commission to set the review and updating of the Double Tollgate Area Plan (and possibly the Waterloo Area Plan) as a high priority immediately following adoption of the revised Comprehensive Plan.	Brandon Stidham	Complete	9/4/2012
8/21/2012	1524	Staff to assemble a Request for Proposal (RFP) to hire an economic development consultant to assist in the update of the Comprehensive Plan and Implementing Component Plans.	Brandon Stidham	In process; Mike Legge to review; PC review 9/4; Staelin & Hobert Review 8/24	9/4/2012
8/21/2012	1525	Work with Supervisor Byrd on freezer space at Senior Center.	David Ash		
8/21/2012	1526	Ask Ed Carter to ride Lewisville Road and give his opinion.	David Ash	Supervisor Byrd requested 8/22 via email.	8/21/2012
8/21/2012	1527	Provide update on Lewisville Road at Work Session.	David Ash	Added to Work Session Agenda 9/4	9/4/2012
8/21/2012	1528	Berryville Graphics Governor's Development Opportunity Fund Local Grant Performance Agreement - follow up with IDA and place on Work Session Agenda.	David Ash	Added to Work Session Agenda 9/4; John Staelin following up	9/4/2012
8/21/2012	1529	Update County Code with CC-12-01, distribute and provide notice.	Lora B. Walburn	Complete	8/22/2012

# Clarke County Board of Supervisors

## Board Member Committee Status Reports

# Clarke County Board of Supervisors

## Closed Session



# Clarke County Board of Supervisors

## Citizen Comment Period

**Verizon Wireless requests approval of a Special Use and Site Plan for constructing a monopole on the property located in the 100 block of Mount Carmel Road, Tax Map Parcel 39-A-71, Millwood Election District, zoned Forestal Open-Space Conservation (FOC). SUP-12-01**

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**BOS Meeting September 18**

At the August meeting, the Board postponed action to provide time for the County engineers to visit the site prior to reviewing the revised site plan. Staff, Supervisor McKay and the County's consultant engineer met on site with the applicant and their engineers on August 29. County engineers made several recommendations regarding the road design at the pinch point area. The applicant took this under advisement and has since incorporated those recommendations into their site plan road profile. A revised site plan dated September 11, 2012 was provided to Staff and Chester Engineers staff. Chester reviewed the revised plan and provided an approval letter on September 13 (copy enclosed for your reference).

The applicant has asked for a partial waiver of the required landscape buffering along the pinch point area of the proposed road. The Board instructed the applicant to work with the Mt. Carmel Church Trustees towards a solution that was mutually agreeable to both parties. Since the August meeting, the church and the applicant have come to an agreement in which landscaping will be located on the church property along the pinch point area.

In addition, the applicant also agreed at the August meeting to note on the site plan as part of the conditional approval of this monopole request that the existing monopole on the opposite side of the road from Mt. Carmel Church be dismantled and the site restored within 60 days of a certificate of occupancy from the Building Department for the new monopole.

Staff also has concerns about whether the proposed access road could be utilized by potential future uses on the subject property. Neither the applicant nor the owner have indicated a plan to construct dwellings on the property at this time, however, the property currently has two dwelling unit rights (DURs) assigned to it. The owner could subdivide the property and construct one dwelling on each parcel or construct a main dwelling and tenant house without subdividing the property. The owner could also choose to use the tower site access road as the driveway for one or both future dwellings.

The access road for the proposed tower site is not required to meet the County's private driveway standards (see Subdivision Ordinance §8-J-2-c). The driveway standards for the FOC district are only triggered for driveways 150 feet or longer that would access newly created parcels or uses on parcels that were created after June 21, 2005 (see Zoning Ordinance §3-A-2-g). Constructing a single dwelling or a single dwelling and a tenant house on the property would also not require a driveway that meets the County's private driveway standards. However, if the property is subdivided for a new dwelling, the driveway used to provide access to that dwelling would have to meet the County's private driveway standards if it is more than 150 feet in length. In this scenario, if the proposed tower access road is used as the driveway, it would have to be upgraded to meet the private driveway standards if the dwelling uses 150 feet or more of the access road.

Staff is concerned that if the future use of the subject property were to result in required upgrades to the tower access road, these upgrades could produce a greater impact on the adjoining church

property at the “pinch point” than is proposed under the current design. Staff’s position is that future substantive changes to the road design should require a re-evaluation of the design as an amendment to the applicable special use permit condition or conditions in order to properly evaluate these impacts. This review would be particularly important because the access road can only be approved with a waiver to the 25 foot buffer requirement as previously noted. Furthermore, use of the road to access a dwelling would add regularly occurring traffic as opposed to the infrequent access by technician vehicles being contemplated in the current special use permit request.

This issue has been brought to the attention of David Lasso (attorney for Verizon Wireless) who has discussed the matter with the property owner. Staff received an email response on September 11 from Mr. Lasso indicating that the owner would agree to the following language as a condition:

***“Road shown hereon is designed for telecommunications facility access and may be used for any other lawful use under current ordinance. If parcel is subdivided and subject Road serves as access to more than one parcel upon subdivision, then Road shall be designed to specifications then in effect and applicable to the parcels.”***

Under this language, the owner would agree to comply with ordinance requirements regarding private driveways if he subdivides a lot in the future. However, the language does not indicate that the new driveway design would be reviewed as an amendment to the applicable conditions of the special use permit. Staff offers the following alternative language that would require the applicant and owner to request an amendment to the applicable special use permit conditions and an amendment to the approved site plan if the access road design is substantively altered to accommodate new uses:

***The proposed access road for the tower site shall be used for the purposes set forth in this special use permit and to allow the property owner to access the subject property. Design and construction of the access easement shall be in substantial accordance with the site plan entitled, “Verizon Wireless Millwood Replacement,” prepared by Morris & Ritchie Associates dated 9/21/2011 and revised 9/11/2012. Any future substantive change to the design of the access road shall require review and amendment of this and any other applicable conditions of the special use permit by the Board of Supervisors.***

The need for review and amendment of the applicable permit conditions would be triggered if:

1. The property is subdivided to accommodate construction of a new dwelling that would use the tower access road as its driveway.
2. Either the applicant or the owner voluntarily makes substantive upgrades to the access road that deviates from the approved site plan.

It should be noted that if the owner constructs a dwelling or a dwelling and tenant house on the property without subdivision and uses the access road as the driveway, neither the Zoning nor the Subdivision Ordinance would require the access road to be upgraded to County standards. As such, the requirement to review and amend the applicable permit conditions would not be triggered unless owner chooses to make substantive upgrades to the access road.

### **RECOMMENDATION**

**Approval of a Special Use Permit and Site Plan for a Verizon 100' camouflaged monopole located in the 100 block of Mount Carmel Road on the property identified as Tax Map Parcel 39-A-71 subject to the following conditions:**

- 1) **No construction work on Sundays or during any funeral that may occur during the rest of the week;**
- 2) **No blasting for the construction of the road or monopole site;**
- 3) **Remove the existing monopole located on the other side of Mt. Carmel Road and to restore the site per County ordinance and as agreed to by the property owners within 60 days of issuance of a certificate of occupancy by the Building Department for the new monopole;**
- 4) **Install construction fence along the pinch point area along the property line so as to provide a visual boundary of the property line;**
- 5) **Any large equipment that cannot maneuver within the confines of the road and subject property be replaced with smaller equipment that can stay within the subject property boundaries;**
- 6) **The proposed access road for the tower site shall be used for the purposes set forth in this special use permit and to allow the property owner to access the subject property. Design and construction of the access easement shall be in substantial accordance with the site plan entitled, "Verizon Wireless Millwood Replacement," prepared by Morris & Ritchie Associates dated 9/21/2011 and revised 9/11/2012. Any future substantive change to the design of the access road shall require review and amendment of this and any other applicable conditions of the special use permit by the Board of Supervisors.**

### **BOS Meeting August 21**

At the July meeting, the BOS set public hearing. The applicant needed to provide a more detailed road profile and stormwater management plan. The Planning Department received the site plan revisions including stormwater management, on August 14 and sent a copy to Chester Engineers for review. Chester Engineers plan to visit the site on the morning of August 21. Staff is concerned that even if the road profile and stormwater management can meet county design criteria, the pinched area between the boulders and the church property may pose problems in regard to constructing such without inadvertently running large machinery over a portion of the church property. It may be wise for the applicant to obtain a temporary construction easement from Mt. Carmel Church. The BOS may wish to further explore this concern with both the applicant and county engineers. The applicant has been made aware of staff's concerns and they are discussing these issues. In addition to the aforementioned concerns, the applicant has stated that they have been talking with the Mt. Carmel Church trustees regarding waiving the landscape buffer requirements although no agreement has been made between the two parties. Due to the limited time for county engineers to review the revised site plan the applicant is requesting the BOS to postpone action and continue the public hearing. Therefore, the applicant has requested that the BOS postpone action and continue the public hearing.

### **Recommendation**

**Postpone action and continue the public hearing at the request of the applicant.**

### **BOS Meeting July 17**

At the Planning Commission July 6 meeting, the Planning Commission recommended approval to the Board of Supervisors the Special Use Permit and Site Plan on the following conditions:

- 1) Address all Chester Engineer comments prior to the BOS approving the Special Use Permit

and Site Plan;

- 2) Revise Site Plan to correct the tree removal designations;
- 3) Revise Site Plan to add note that there will be no construction work on Sundays;
- 4) Revise Site Plan to note that that no blasting will be used in the construction of the road and monopole compound and erection of the monopole;
- 5) To waive the vegetated buffer requirement for that portion of road that narrows down to such a point that a vegetated buffer cannot be installed on satisfaction and agreement by Mt. Carmel Church.

The proposed access road was approved by VDOT for low volume traffic to the commercial monopole site. Staff would also recommend that the BOS consider adding a note to the site plan to state that should any additional use for either commercial or residential use must meet State regulations and County road design requirements.

### **RECOMMENDATION**

**Set public hearing for the Special Use and Site Plan for Verizon's monopole request on the property identified as TM# 39-A-71.**

### **PC Meeting July 6**

At the May meeting, the Planning Commission postponed action until the July meeting at the request of the applicant to provide time for the applicant's engineers to relocate the access road and not pursue an easement through the Church parking lot as the means of access. The revised site plan was received June 11 and was forwarded to the County consultant engineers for comments. As of June 29, staff has not received Chester Engineer comments, although comments should be available by the July meeting. In addition to engineering review comments, the Mt. Carmel Church had indicated to staff that they had concerns regarding their well and the possibility of the applicant using explosives to remove rock for the proposed access road. The County does discourage blasting and does encourage hoe ramming in order to protect water sources.

### **RECOMMENDATION**

**Staff will provide a recommendation at the July meeting based on Chester Engineers review comments.**

Since the April meeting, the applicant and the church have continued discussions in regard to accessing the monopole site through the Mt. Carmel Church parking lot. The applicant is also considering accessing the monopole site through Mr. Thomas' property should Verizon and the church fail to come to terms on an access agreement. A new access off Mt. Carmel Road to the site would require additional road construction along the northern property line of the church. The applicant has provided an engineered sketch of the proposed access road but has not actually engineered the road construction or provided stormwater runoff calculations.

### **RECOMMENDATION**

**Postpone action and continue the public hearing at the request of the applicant in order to provide time to resolve all issues regarding the access road.**

### **Comments to PC – April 6**

At the March meeting the Planning Commission postponed action and continued the public hearing. In addition to the applicant having not completed the revisions to the site plan in regard to the restoration of the current site, stormwater management revisions and compound entrance location, the Mt. Carmel Church

representatives stated at the meeting that the access easement across the church property had not yet been resolved. The applicant and church are meeting once again to discuss the shared use of the church's existing entrance in order to access the monopole site. If an access agreement is not reached by the parties involved, then a road would have to be constructed from Mt. Carmel road to a point in which it would tie back into the existing logging road.

#### RECOMMENDATION

Postpone action and continue the public hearing for the proposed special use permit and site plan for a monopole at the property identified as Tax Map Parcel 39-A-71.

#### **Comments to PC – March 2**

At the February meeting the PC set public hearing and requested that the applicant meet with members of the Planning Commission to determine whether the entrance into the compound site could be relocated in such a manner as to reduce the removal of trees. Verizon agents met with those members of the PC on site on February 14 and recommended that the compound entrance be shifted approximately 80 feet lower than the original site plan proposal. This new entrance would both reduce the length of the road and potential damage to other trees along the route as well as provide for an entrance that would avoid removing more trees. In addition to the compound entrance relocation, the PC also recommended that the applicant provide a plan showing the revegetation of the current site once the monopole has been dismantled. The applicant is revising the site plan accordingly.

#### RECOMMENDATION

Approval of a site plan for the relocation of a telecommunication monopole for the property identified as TM# 39-A-71 on condition of the site plan being revised to show the relocation of the compound entrance and the revegetation of the current monopole site after dismantling the monopole and compound area.

#### **Comments to PC-February 3**

##### **Description**

The applicant is requesting approval of a Special Use Permit and Site Plan for a 99' monopole on the east side of Mt. Carmel Road and accessed through Mt. Carmel Church's existing entrance at a distance of approximately 800 feet to the east. The proposed pole will replace an existing monopole on the opposite side of Mt. Carmel Road. The existing monopole will be dismantled after the new pole is operational. The proposed pole is located in a heavily wooded area and will be camouflaged as an evergreen tree same as the existing monopole that is to be dismantled. A committee of the Chairman, Vice Chairman, and staff met on site with Verizon. It was determined by the committee that the site is so well located that there are no negative visual impact to adjacent properties or to travelers on Mt. Carmel Road and Route 50. Therefore, it was determined that there would be no need for the applicant to conduct a balloon test. The subject property where the monopole will be located is owned by Phil Thomas and will be leased to Verizon.

VDOT has approved the existing entrance. Typically, the site would generate only one trip per month.

The applicant has also provided a signed permission from the property owner to Verizon to pursue the Special Use Permit, Statement of Justification, Photo Simulations, Coverage Plots, FCC Compliance letter, VDHR Compliance letter, Archeological survey, FAA approval letter and VDHR Electronic Concurrence letter.

##### **Special Use Permit**

*a. Is consistent with the Comprehensive Plan.*

The subject request is consistent with both the Comprehensive Plan and County Zoning Ordinance.

*b. Is consistent with Purpose and Intent of the Zoning Ordinance.*

Zoning allows for telecommunication monopoles with a Special Use Permit.

*c. Will not have an undue adverse impact on fiscal resources of the County.*

Will not have impact on the fiscal resources of the County.

*d. Will not cause an undue adverse effect on neighboring property values.*

Due to the location of the monopole it appears that it will not have an adverse effect on adjacent property

owners.

*e. Will not cause an undue adverse effect on preserving agricultural or forestal land.*

Less than ½ acres will be disturbed and therefore no undue adverse effect will occur to the forestal land.

*f. Will not cause unreasonable traffic congestion.*

Proposal will have 1 vehicle trip per month.

*g. Will not cause destruction of or encroachment upon historic or archeological sites.*

Archeological survey was conducted and VDHR has reviewed the request and has no objections.

*h. Will not cause an undue adverse effect on natural areas.*

Effect to natural areas has been limited and minimal.

*i. Will not cause an undue adverse effect on wildlife and plant habitats.*

Impact will be limited and minimal.

*j. Will have sufficient water available for its foreseeable needs.*

Subject use does not require water.

*k. Will not cause depletion of water source(s).*

See J

*l. Will not cause undue surface or subsurface water pollution.*

No septic is required and use by itself should not create any surface or subsurface pollution. E&S control plan was submitted per County and State requirements.

*m. Will not cause an undue adverse effect on septic systems.*

No.

*n. Will not cause unreasonable soil erosion.*

E&S was submitted for this review and it does not appear that such minor land disturbance would have an unreasonable impact on erosion. Will have adequate facilities to provide safety from flooding. Subject property located in mountains. No stream is nearby that could flood and cause problems to site.

*o. Will not cause undue air pollution.*

No.

*p. Will not cause undue noise, light or glare, dust, odor, fumes, or vibration*

No.

*q. If in the AOC or FOC zoning districts, will not result in scale or intensity of land uses significantly greater than that allowed under the permitted uses for these districts.*

Will in many cases be less intense than typical residences.

*r. Will not cause a detrimental visual impact.*

Subject monopole located 700 ft. from roads and in heavily wooded area that results in little or no visual impact.

## **Site Plan**

### *Location and Access*

The monopole site will be located approximately 800 feet east of Mt. Carmel Road and approximately 400 feet north of Route 50 and will be accessed by the exiting Mt. Carmel Church entrance. VDOT has reviewed and sent letter of approval for such.

### *Erosion and Sediment*

An E&S control plan has been submitted and forwarded to Chester Engineers for review, comments and approval.

### *Stormwater*

Stormwater will be reviewed by Chester Engineers.

### *Water and Septic*

Water and septic will not be required for this use.

### *Critical Slopes*

The proposed site is not on a critical slope.

### *Lighting and Signage*

No lighting is required. The only signage will be in the compound or on the compound fence to identify the owner, safety warnings, no trespassing signage, etc.

*Parking*

Only 1 parking space is required for the monthly inspections.

*Landscaping*

Landscaping has been provided in the site plan but the natural forested area will provide for most of the screening required.

**RECOMMENDATION**

Set Public hearing for Verizon's request for the installation of a 99' camouflaged monopole on the property identified as Tax Map Parcel 39-A-71.





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704 Quince Orchard Road – Suite 310 – Gaithersburg, MD 20878  
301.840.1030 – www.chesterengineers.com - Fax-301.948.9258

9/13/2012

Chester Ref. No.: 12-6262-GB-036

Mr. Jesse Russell, Planning Administrator  
The County of Clarke  
Department of Planning and Zoning  
101 Chalmers Court  
Berryville, VA 22611

Re: Special use Permit - Verizon Wireless  
Revised Site Plan, ESC and SWM Plan Review

Dear Jesse:

We completed our review of the revised plans, dated September 11, 2012 and received in our office on September 12, 2012 and a corrected sheet C-12 (by email today) for the above referenced project.

The applicant satisfactory addressed all of our comments and concerns conveyed during our on-site meeting on August 29, 2012. We recommend that the County grants approval of this application.

Please contact us if you have any questions regarding this project.

Sincerely,

A handwritten signature in black ink that reads "Elizabeth Adamowicz".

Elizabeth Adamowicz, P.E.  
Project Manager

Cc: Joshua Sharon, Morris & Ritchie Associates, Inc.

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*“Tradition in Engineering Excellence Since 1910”*

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**Fwd: BOS meeting**

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**From :** Jesse Russell <jrussell@clarkecounty.gov>

Tue, Sep 11, 2012 09:14 AM

**Subject :** Fwd: BOS meeting**To :** Lora Walburn <lwalburn@clarkecounty.gov>**Cc :** Brandon Stidham <bstidham@clarkecounty.gov>

Lora - Please include in BOS packet re: Verizon Monopole SUP. thanks.  
jesse

----- Forwarded Message -----

From: "David R. Lasso" <DRLasso@venable.com>

To: "Jesse Russell" <jrussell@clarkecounty.gov>, "Elizabeth Adamowicz"

<eadamowicz@chesterengineers.com>, "Brandon Stidham" <bstidham@clarkecounty.gov>

Cc: spetway@nbcllc.com, "Barbara Pivec (bpivec@atlanticsiteacquisition.com)"

<bpivec@atlanticsiteacquisition.com>, "Deborah Riddle (driddle@nbcllc.com)"

<driddle@nbcllc.com>, "Brian Siverling (BSiverling@mragta.com)" <BSiverling@mragta.com>,

"Alexander Daly' (adaly@nbcllc.com)" <adaly@nbcllc.com>, "Joshua' Sharon

(JSharon@mragta.com)" <JSharon@mragta.com>

Sent: Tuesday, September 11, 2012 8:52:18 AM

Subject: RE: BOS meeting

Good Morning all,

Thanks for everyone's working so hard and fast and wrapping up the remaining issues on the Millwood replacement site. We had a team conference call late yesterday and went over the various items.

MRA is making the changes to the Site Plan identified by Elizabeth at the site. I may not have them all but they include, locating and identify on the plan the rocks at the pinch site and noting (and changing a bit) the drainage on the access road. MRA has accomplished this work and the changes requested to the Plan are being made.

The removal plans for the existing site will contain a note stating the removal will take place no later than 60 days after the new facility is operational and letter from Verizon confirming that is being prepared and will be provided to the County. With the resolution with the Church achieved, there will be a note to that effect.

I understand there was a desire to have a condition noted on the plan that limited the use of the access road; the owner of the site has approved the following language and it will be placed on the plan:

"Road shown hereon is designed for telecommunications facility access and may be used for

any other lawful use under current ordinance. If parcel is subdivided and subject Road serves as access to more than one parcel upon subdivision, then Road shall be designed to specifications then in effect and applicable to the parcels."

Our engineer expects to get the revised plans to Elizabeth in a day with set marked so she can easily see all the changes requested. Our hope is that she will be able to then quickly communicate to Jesse and Brandon that all the requested changes have been made and we'll be good to request the BOS approved the project on the 18th.

Thanks very much,

Dave

David R. Lasso, Esq. | Venable LLP  
t 703.760.1678 | f 703.821.8949 | m 703.801.1608  
8010 Towers Crescent Drive, Suite 300, Tysons Corner, VA 22182

DRLasso@Venable.com | [www.Venable.com](http://www.Venable.com)

-----Original Message-----

From: Jesse Russell [mailto:jrussell@clarkecounty.gov]  
Sent: Friday, September 07, 2012 1:25 PM  
To: Elizabeth Adamowicz  
Cc: Lasso, David R.; Brandon Stidham  
Subject: BOS meeting

Hi All - The BOS meets Tuesday Sept. 18 at 6:30 PM. It appears that the issue with the church regarding landscaping has been successfully resolved. I have received the church's letter agreeing to the plan. That leaves us with some final tweaks on the site plan re: pinch point area. Where are we on that. BOS would like my staff report done by Monday for their work session but that seems a bit unrealistic but if I can have final comments and approval by Eliz. by the 13th I could include that in a staff report and send it out to the BOS on Friday the 14th.

Dave - Reminder that you had agree to a 60 day period in which to remove the old monopole. Include that as a note on the site plan and in a letter agreeing to such. We will make that as a condition of approval. thanks.

jesse

\*\*\*\*\*

U.S. Treasury Circular 230 Notice: Any tax advice contained in this communication (including any attachments) was not intended or written to be used, and cannot be used, for the purpose of (a) avoiding penalties that may be imposed under the Internal Revenue Code or by any other applicable tax authority; or (b) promoting, marketing or

recommending to another party any tax-related matter addressed herein. We provide this disclosure on all outbound e-mails to assure compliance with new standards of professional practice, pursuant to which certain tax advice must satisfy requirements as to form and substance.

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# Clarke County Board of Supervisors

## Adjournment

# Clarke County Board of Supervisors

## Monthly Reports:

1. Building Department
2. Commissioner of the Revenue
3. Virginia Regional Transport

**COUNTY OF CLARKE  
BUILDING PERMIT REPORT  
FOR THE MONTH ENDING 8-31-2012**

**RESIDENTIAL RENOVATIONS**

<u>Owner/Contractor Location</u>	<u>Description</u>	<u>Est Cost</u>
BRYAN, ROBERT L & MARILYN/VALLEY FLOOR COMPANY 316 JACKSON DRIVE 22611	FINISH BASEMENT - REC RM + FUL	98,000
BRYARLY, LLC/SELF CONTRACTOR 13043 LORD FAIRFAX HIGHWAY 22	REMODEL DWELLING	0
WEBB & SONS CONSTRUCTION, I/WEBB & SONS CONSTRUCTION, IN 110 TREADWELL STREET 22611	REMODEL BATHROOM + STAIRS	0
DAVIS, PAUL G & NOLA M/SELF CONTRACTOR 15388 LORD FAIRFAX HIGHWAY 22	1sty ADDITION + ELECTRIC	25,000
COOKE, KENNETH I/FREEDOM HOMES 2881 BISHOP MEADE ROAD 22646	1sty ADDITION	49,000
MITCHELL, SARA/HURD'S CONSTRUCTION 110 BATTLETOWN DRIVE 22611	1sty ADDITION + ELECTRIC + PLU	13,000
ALLDER, BRUCE E & KIM J/BRAITHWAITE, CHRIS 716 EAST MAIN STREET 22611	REPLACE FLOOR JOISTS IN KITCHEN	0
	<b>TOTAL:</b>	<b>7 185,000</b>

**MISC BUILDING PERMITS**

<u>Owner/Contractor</u>	<u>Description</u>	<u>Est Cost</u>
BRAITHWAITE, CHRIS A & SUSA/BRAITHWAITE, CHRIS	ROOF OVER EXST PATIO (16' x 24	6,000
HAGAN, BETTE M/SELF CONTRACTOR	OPEN BREEZEWAY FROM DET GARAGE	4,000
MACKENZIE, MICHAEL & JANET/SELF CONTRACTOR	ABV-GRD POOL (24' DIAMETER;52"	4,700
SIGLER, CAROL ANN % JOYCE,/BUILD TEK, LLC	FOUNDATION FOR MILL FLUME	0
KENROCK DEVELOPMENT PROPERT/SELF CONTRACTOR	CHANGE OF USE FROM B TO R-5 +	0
BARRETT, PETER/SELF CONTRACTOR	RENEWAL PERMIT-POLE BARN + ELE	0

**COUNTY OF CLARKE  
 BUILDING PERMIT REPORT  
 FOR THE MONTH ENDING 8-31-2012**

**MISC BUILDING PERMITS**

<u>Owner/Contractor</u>	<u>Description</u>	<u>Est Cost</u>
TOMBERLIN, GUY D JR & SANDR/SELF CONTRACTOR	STORAGE SHED W/ SCREEN PORCH &	14,000
FABIN, RONALD L & JANET M/CHIMNEY RESTORATION SERVICES	RE-LINE CHIMEY	0
McDONALD, DONNA H/POE'S HOME IMPROVEMENT	BLDG ROOF OVER & REPL EXST DEC	4,000
BIGGS, CHARLES A & CYNTHIA/SELF CONTRACTOR	FREE-STANDING DECK (16'x28'=44	7,000
CHAUDHRY, ZAHID/SELF CONTRACTOR	REPLACE ROOF AREA DUE TO FIRE	0
	<b>TOTAL:</b>	<b>11 39,700</b>

**DEMOLITIONS**

<u>Owner/Contractor</u>	<u>Location</u>	<u>Est Cost</u>
WOODRUFF, WILLIAM % TOWN OF/SELF CONTRACTOR	23 JOSEPHINE STREET 22611	17,200
	<b>TOTAL:</b>	<b>1 17,200</b>

**Total # of Building Permits Issued: 19**  
**Total Estimated Cost: 241,900**  
**Total Revenue Collected: 4,999.87**

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

Electrical: 20  
 Mechanical: 12  
 Plumbing: 6  
 Fire Prot.: 6



# COUNTY OF CLARKE

## RECAP BY PROJECT TYPE FOR THE MONTH ENDING: 8-31-2012

Page: 1

<u>Project Description</u>	<u>#</u>	<u>VALUE</u>
ADDITION/REMODEL SINGLE FAMILY	4	185,000
DECK/PORCH	4	21,000
DEMOLITION OF BUILDING	1	17,200
ELECTRIC PERMITS	20	0
FIRE PROTECTION PERMIT	1	0
FOUNDATION PERMIT	1	0
MECHANICAL PERMITS	12	0
PLUMBING PERMITS	6	0
SWIMMING POOL/SPA	1	4,700
RELINE CHIMNEY	1	0
RENEWAL PERMIT	1	0
REMODEL-MINIMUM FEE (RES)	3	0
RE-ROOFING/SIDING	1	0
STORAGE SHED	1	14,000
USE CHANGE	1	0
=====		
TOTALS:	58	241,900
=====		

## RECAP BY DISTRICT FOR THE MONTH ENDING: 8-31-2012

<u>Name</u>	<u>#</u>	<u>VALUE</u>
GREENWAY DISTRICT	9	25,000
CHAPEL DISTRICT	10	49,000
BATTLETOWN DISTRICT	8	25,000
LONGMARSH DISTRICT	2	6,000
BERRYVILLE DISTRICT	29	136,900
=====		
TOTALS:	58	241,900
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## INSPECTIONS REPORT FOR THE MONTH ENDING: 8-31-2012

<u>Inspection Type</u>	<u>#</u>
Building:	89
Electrical:	52
Mechanical:	20
Plumbing:	26
=====	
TOTALS:	187
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DAY	DATE	HOURS IN FIELD	HOURS IN OFFICE	TOTAL HOURS	BLDG INSP	ELEC INSP	GAS INSP	MECH INSP	PLBG INSP	MISC INSP	TOTAL INSP	START MILEAGE	END MILEAGE	TOTAL MILES DRIVEN	FUEL	COMMENTS
Wednesday	8/1/2012	5	3	8	8	4	2	1		2	9	109803	109849	46		
Thursday	8/2/2012	5	3	8	8	4	3		1	2	10	109849	109907	58	15	
Friday	8/3/2012	5	3	8	8	3	5				8	109907	109990	73		
Saturday	8/4/2012			0							0			0		
Sunday	8/5/2012			0							0			0		
Monday	8/6/2012	5	3	8	8	4	2	1	1		8	109980	110029	49		
Tuesday	8/7/2012	5	3	8	8	2	4		1	3	10	110029	110045	16		
Wednesday	8/8/2012	5	3	8	8	5				1	6	110045	110085	40		
Thursday	8/9/2012	4	4	8	8		1				1	110085	110113	28		
Friday	8/10/2012	5	3	8	8	8	5			5	18	110113	110188	75		
Saturday	8/11/2012			0							0			0		
Sunday	8/12/2012			0							0			0		
Monday	8/13/2012	8	3	11	11	26	1				27	110188	110200	12		
Tuesday	8/14/2012	5	3	8	8	7	1	1			9	110200	110236	36		Clarke Co Fair Insp
Wednesday	8/15/2012	4	4	8	8	2		2	1		5	110238	110272	34		
Thursday	8/16/2012	5	3	8	8	1	2		1		4	110272	110301	29		
Friday	8/17/2012	5	3	8	8		3	1	1		5	110301	110363	62	16	
Saturday	8/18/2012			0							0			0		
Sunday	8/19/2012			0							0			0		
Monday	8/20/2012	5	3	8	8	4	4			3	11	110363	110409	46		
Tuesday	8/21/2012	5	3	8	8	4	1				5	110409	110494	85		
Wednesday	8/22/2012	4	4	8	8	2					2	110494	110542	48		
Thursday	8/23/2012	5	3	8	8	4	3	1		2	10	110542	110595	53		
Friday	8/24/2012			0							0			0		
Saturday	8/25/2012			0							0			0		
Sunday	8/26/2012			0							0			0		
Monday	8/27/2012	5	3	8	8	3	3				6	110595	110631	36	16.5	
Tuesday	8/28/2012	4	4	8	8	4	1				5	110631	110697	66		
Wednesday	8/29/2012	5	3	8	8	3	5		1	3	12	110697	110748	51		
Thursday	8/30/2012	4	4	8	8	8	7	1	2	3	21	110748	110809	61		
Friday	8/31/2012	5	3	8	8	4	4	3			11	110809	110889	80	17	
<b>TOTALS</b>		108	71	179	102	57	11	8	25	0	203			1084	64.5	

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
Wednesday	8/1/2012			0							0			0		
Thursday	8/2/2012			0							0			0		
Friday	8/3/2012			0							0			0		
Saturday	8/4/2012			0							0			0		
Sunday	8/5/2012			0							0			0		
Monday	8/6/2012			0							0			0		
Tuesday	8/7/2012			0							0			0		
Wednesday	8/8/2012			0							0			0		
Thursday	8/9/2012			0							0			0		
Friday	8/10/2012			0							0			0		
Saturday	8/11/2012			0							0			0		
Sunday	8/12/2012			0							0			0		
Monday	8/13/2012			0							0			0		
Tuesday	8/14/2012			0							0			0		
Wednesday	8/15/2012			0							0			0		
Thursday	8/16/2012			0							0			0		
Friday	8/17/2012			0							0			0		
Saturday	8/18/2012			0							0			0		
Sunday	8/19/2012			0							0			0		
Monday	8/20/2012			0							0			0		
Tuesday	8/21/2012			0							0			0		
Wednesday	8/22/2012			0							0			0		
Thursday	8/23/2012			0							0			0		
Friday	8/24/2012			0							0			0		
Saturday	8/25/2012			0							0			0		
Sunday	8/26/2012			0							0			0		
Monday	8/27/2012			0							0			0		
Tuesday	8/28/2012			0							0			0		
Wednesday	8/29/2012			0							0			0		
Thursday	8/30/2012			0							0			0		
Friday	8/31/2012			0							0			0		
<b>TOTALS</b>		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

**BUILDING DEPARTMENT**  
**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	0	0	1	0	0	1	
March	1	0	0	0	0	2	4	
April	0	0	0	0	0	0	0	
May	0	1	0	1	1	0	3	
June	1	1	0	0	0	0	2	
July	0	0	0	1	1	0	2	1 in GW is Barn w/ 2nd Fl. Remodeled into Apt.
August	0	0	0	0	0	0	0	
September							0	
October							0	
November							0	
December							0	
<b>TOTAL</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>4</b>	<b>2</b>	<b>2</b>	<b>13</b>	

MONTH END DEEDS OF PARTITION AND CONVEYANCE  
 LOCAL TAXATION DEPARTMENT  
 COUNTY  
 FOR AUGUST, 2012

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
01/12	12-1576	BRIGGS LIVING TRUST	N NORFOLK SOUTHERN RAILWAY COMPA 110 FRANKLIN ROAD, SE ROANOKE, VA. 24042	N 10,000.00	DBS	100%
		RECORDED TIME: 09:00				
		DESCRIPTION 1: BATTLETOWN DISTRICT				
		DATE OF DEED : 07/27/12 BOOK: 550 PAGE: 523 MAP: 14F-1-10			PIN:	
		NUMBER PAGES : 0				
01/12	12-1577	BRIGGS LIVING TRUST	N NORFOLK SOUTHERN RAILWAY COMPA N/A	N .00	OPM	100%
		RECORDED TIME: 09:01				
		DESCRIPTION 1: BATTLETOWN DISTRICT				
		DATE OF DEED : 00/00/00 BOOK: 11 PAGE: 3 MAP: 14F-1-10			PIN:	
		NUMBER PAGES : 0				
02/12	12-1589	RATCLIFFE, ALEXANDER	N FARADAY, MARTHA; ET AL 1793 SWIMLEY ROAD BERRYVILLE, VA. 22611	N 442,000.00	DBS	100%
		RECORDED TIME: 11:40				
		DESCRIPTION 1: BATTLETOWN DISTRICT 1/2 INTEREST TO EACH				
		DATE OF DEED : 07/31/12 BOOK: 550 PAGE: 610 MAP: 3-A-8A			PIN:	
		NUMBER PAGES : 0				
02/12	12-1592	WHITE, SAMUEL I; SUB TR (MCD	N FEDERAL HOME LOAN MORTGAGE COR 5000 PLANO PARKWAY CARROLLTON, TX. 75010	Y 236,790.00	DLF	100%
		RECORDED TIME: 12:09				
		DESCRIPTION 1:				
		DATE OF DEED : 06/18/12 BOOK: 550 PAGE: MAP:			PIN:	
		NUMBER PAGES : 0				
02/12	12-1593	GORDON, JAMES I	N SUMMERS, TIMOTHY W & DONYA J 1086 GUN BARREL RD WHITE POST, VA. 22663	N 390,000.00	DBS	100%
		RECORDED TIME: 12:43				
		DESCRIPTION 1: 8.307 ACRES - LOT 1				
		DATE OF DEED : 08/01/12 BOOK: 550 PAGE: 628 MAP: 28-1-1			PIN:	
		NUMBER PAGES : 0				
03/12	12-1599	NORTH, OLIVER L & ELIZABETH	N NORTH, OLIVER L & ELIZABETH N/A	N .00	OPM	100%
		RECORDED TIME: 01:52				
		DESCRIPTION 1: 2 PARCELS				
		DATE OF DEED : 00/00/00 BOOK: 11 PAGE: 5 MAP: 25-A-20,20A			PIN:	
		NUMBER PAGES : 0				
03/12	12-1600	NORTH, OLIVER L & ELIZABETH	N NORTH, OLIVER L & ELIZABETH N/A	N .00	OPM	100%
		RECORDED TIME: 01:52				
		DESCRIPTION 1: 2 PARCELS				
		DATE OF DEED : 00/00/00 BOOK: 11 PAGE: 6--9 MAP: 20-A-20,20A			PIN:	
		NUMBER PAGES : 4				
03/12	12-1600	NORTH, OLIVER L & ELIZABETH	N NORTH, OLIVER L & ELIZABETH N/A	N .00	OPM	100%
		RECORDED TIME: 01:52				
		DESCRIPTION 1: 2 PARCELS				
		DATE OF DEED : 00/00/00 BOOK: 11 PAGE: 6--9 MAP: 25-A-20,20A			PIN:	
		NUMBER PAGES : 0				

COUNTY OF CLARKE CIRCUIT COURT  
 MONTH END DEEDS OF PARTITION AND CONVEYANCE  
 LOCAL TAXATION DEPARTMENT  
 COUNTY  
 FOR AUGUST, 2012

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
08/03/12	12-1606	DEARMENT, RODERICK A & ANN MAR	N DEARMENT, RODERICK A & ANN MAR N/A	N .00	OPM	100%
		RECORDED TIME: 01:55				
		DESCRIPTION 1: GREENWAY DIST				
		DATE OF DEED : 00/00/00 BOOK: 11 PAGE: 10&11 MAP: 21-A-79B			PIN:	
		NUMBER PAGES : 0				
08/03/12	12-1607	DEARMENT, RODERICK A & ANN MAR	N DONOHUE, TERENCE M & DANIELLE P O BOX 99 BOYCE, VA. 22620 GREENWAY DIST	N .00	DG	100%
		RECORDED TIME: 02:56				
		DESCRIPTION 1: LOT 2, 3 ACRES				
		DATE OF DEED : 08/03/12 BOOK: 550 PAGE: 674 MAP: 21-A-79B			PIN:	
		NUMBER PAGES : 0				
08/06/12	12-1616	REID, JEFFREY R & SHEILA D	N WEBB AND SONS CONSTRUCTION INC N 19 FIRST ST BERRYVILLE, VA. 22611 TOWN OF BERRYVILLE	69,000.00	DBS	100%
		RECORDED TIME: 12:05				
		DESCRIPTION 1: N.E. SIDE OF TREADWELL ST				
		DATE OF DEED : 08/03/12 BOOK: 550 PAGE: 686 MAP: 14A1-A-78			PIN:	
		NUMBER PAGES : 0				
08/07/12	12-1629	WHITE, SAMUEL; SUB TR	N LOVE, FENTON M; V N 791 MAPLE ROAD WINCHESTER, VA. 22603	203,410.00	DTF	100%
		RECORDED TIME: 12:15				
		DESCRIPTION 1: TOWN OF BERRYVILLE				
		DATE OF DEED : 07/23/12 BOOK: 550 PAGE: 783 MAP: 14A7-9-88A			PIN:	
		NUMBER PAGES : 0				
08/07/12	3913	MALLORY, MARIAN	N/A N/A	.00	COPY	00%
		RECORDED TIME: 13:57				
		DESCRIPTION 1: PARCEL AT 114 JOSEPHINE ST - TOWN, BERRYVILLE W/8 52 PG 326 (RAWLINGS)				
		DATE OF DEED : 08/07/12 BOOK: 91 PAGE: 437 MAP: 14-A5-8-A-10			PIN:	
		NUMBER PAGES : 0				
08/08/12	12-1636	DEUTSCHE BANK NATIONAL TRUST C	N PAK GROUP LLC N 209-213 N BUCKMARSH ST BERRYVILLE, VA. 22611	180,000.00	DBS	100%
		RECORDED TIME: 01:51				
		DESCRIPTION 1: TOWN OF BERRYVILLE				
		DATE OF DEED : 00/00/00 BOOK: 550 PAGE: 828 MAP: 14A1-A-90			PIN:	
		NUMBER PAGES : 0				
08/08/12	12-1637	LE DUIGOU, FABRICE	N LE DUIGOU, FABRICE & PAULA J N 424 BLOSSOM DR BERRYVILLE, VA. 22611 TOWN OF BERRYVILLE WR/S	.00	DG	100%
		RECORDED TIME: 02:15				
		DESCRIPTION 1: LOT L04, SECT 2, APPLE GLEN				
		DATE OF DEED : 00/00/00 BOOK: 550 PAGE: 831 MAP: 14A2-13-104			PIN:	
		NUMBER PAGES : 0				
08/08/12	12-1633	COMPHER, NATHAN E; III	N DEAN, WILLIAM & KAREN N P O BOX 402 BOYCE, VA. 22620	200,000.00	DBS	100%
		RECORDED TIME: 12:25				
		DESCRIPTION 1: GREENWAY DISTRICT, 1.1643 ACRES				
		DATE OF DEED : 08/08/12 BOOK: 550 PAGE: 793 MAP: 30-A-46			PIN:	
		NUMBER PAGES : 0				

COUNTY OF CLARKE CIRCUIT COURT  
MONTH END DEEDS OF PARTITION AND CONVEYANCE  
LOCAL TAXATION DEPARTMENT  
COUNTY  
FOR AUGUST, 2012

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
9/12	12-1639	BRANCH BANKING & TRUST COMPANY	N LOUDOUN PROPANE LLC 5 NORTH HAMILTON STREET MIDDLEBURG, VA. 20117	N 120,000.00	DBS	100%
		RECORDED TIME: 09:00				
		DESCRIPTION 1: BATTLETOWN DISTRICT, LOT 7, 2.7315 ACRES				
		DATE OF DEED : 08/07/12 BOOK: 550 PAGE: 851 MAP: 14-7-7			PIN:	
		NUMBER PAGES : 0				
0/12	12-1662	LICKING VALLEY CONSTRUCTION CO	N CHILDS, DAVID L & DAWN E 250 LAFAYETTE LANE PARIS, VA. 20130	N 289,000.00	DBS	100%
		RECORDED TIME: 01:45				
		DESCRIPTION 1: LOT 27, PARIS HGTS, SECT C	CHAPEL DIST		WR/S	
		DATE OF DEED : 08/10/12 BOOK: 550 PAGE: 951 MAP: 40A-2-27			PIN:	
		NUMBER PAGES : 0				
10/12	12-1665	RHODEN, VIOLET S	N HAMILTON, ERIC S & ASHLEY E 80 POSSUM HOLLOW LN BERRYVILLE, VA. 22611	N 175,000.00	DBS	100%
		RECORDED TIME: 02:10				
		DESCRIPTION 1: LOT 8 MTN VIEW SUBD	BATTLETOWN DIST		WR/S	
		DATE OF DEED : 08/10/12 BOOK: 550 PAGE: 983 MAP: 14E-4-8			PIN:	
		NUMBER PAGES : 0				
10/12	12-1667	MOORE AND DORSEY INC	N MOORE AND DORSEY INC N/A	N .00	OPM	100%
		RECORDED TIME: 03:45				
		DESCRIPTION 1: BATTLETOWN DIST				
		DATE OF DEED : 00/00/00 BOOK: 11 PAGE: 12 MAP: 15-A-64,65			PIN:	
		NUMBER PAGES : 0				
10/12	12-1668	MCCARTHY, BETTY MCVEY	N TIPTON, JEREMY & SHANNON 4 ROCKCROFT DRIVE BERRYVILLE, VA. 22611	N 205,000.00	DBS	100%
		RECORDED TIME: 04:10				
		DESCRIPTION 1: TOWN OF BERRYVILLE				
		DATE OF DEED : 07/31/12 BOOK: 551 PAGE: 02 MAP: 14S2-2-18			PIN:	
		NUMBER PAGES : 0				
10/13/12	12-1675	WHITE, SAMUEL I P C	N FED. HOME LOAN MORTGAGE CORP 5000 PLANO PARKWAY CARROLLTON, TX. 75010	Y 291,276.00	DBS	100%
		RECORDED TIME: 03:02				
		DESCRIPTION 1: BATTLETOWN DISTRICT				
		DATE OF DEED : 06/04/12 BOOK: 551 PAGE: 30 MAP: 16-A-37			PIN:	
		NUMBER PAGES : 0				
10/13/12	12-1679	GUARRIELLO, THEODORE JR TR	Y GUARRIELLO, THEODORE JR JR CLARKE CO VA, .	Y .00	DBS	100%
		RECORDED TIME: 04:11				
		DESCRIPTION 1: CHAPEL DIST				
		DATE OF DEED : 00/00/00 BOOK: 551 PAGE: 37 MAP: 22-A-124			PIN:	
		NUMBER PAGES : 0				
10/13/12	12-1681	GUARRIELLO, THEODORE J JR ET A	N GUARRIELLO, THEODORE J JR CLARKE CO VA, .	N .00	DBS	100%
		RECORDED TIME: 04:13				
		DESCRIPTION 1: CHAPEL DIST				
		DATE OF DEED : 00/00/00 BOOK: 551 PAGE: 58 MAP:			PIN:	
		NUMBER PAGES : 0				

COUNTY OF CLARKE CIRCUIT COURT  
 MONTH END DEEDS OF PARTITION AND CONVEYANCE  
 LOCAL TAXATION DEPARTMENT  
 COUNTY  
 FOR AUGUST, 2012

CORDED	INSTRUMENT	GRANTOR	(X)	GRANTEE/ADDRESS	(X)	CONSIDERATION	TYPE	PERCENT
/13/12	12-1670	OAKLAND ORCHARD LIMITED PARTNE	N	PROFUNDUS HOLDINGS INC N/A	N	.00	OPM	100%
		RECORDED TIME: 09:00						
		DESCRIPTION 1: BATTLETOWN DISTRICT						
		DATE OF DEED : 00/00/00	BOOK: 11	PAGE: 13	MAP: 9-A-60C		PIN:	
		NUMBER PAGES : 0						
/13/12	12-1672	OAKLAND ORCHARD LIMITED PARTNE	N	PROFUNDUS HOLDING INC P O BOX 510 BERRYVILLE, VA. 22611	N	265,000.00	DBS	100%
		RECORDED TIME: 09:01						
		DESCRIPTION 1: BATTLETOWN DISTRICT, 51.4611 ACRES						
		DATE OF DEED : 07/31/12	BOOK: 551	PAGE: 25	MAP: 9-A-60C		PIN:	
		NUMBER PAGES : 0						
1/14/12	12-1688	TURNER, DANA G	N	LERAY, DANA G & ELIZABETH R 310 ARCHER COURT BERRYVILLE, VA. 22611	N	.00	DQC	100%
		RECORDED TIME: 04:00						
		DESCRIPTION 1: LONGMARSH DISTRICT, 17,156 SQ FT						
		DATE OF DEED : 07/25/12	BOOK: 551	PAGE: 115	MAP: 14A7-4-47		PIN:	
		NUMBER PAGES : 0						
3/14/12	12-1685	WHEELER, GUS & DIANE	N	SINGHAS, DANIEL & HOLLY 440 WHITE PINE LANE BOYCE, VA. 22620	N	210,000.00	DBS	100%
		RECORDED TIME: 11:01						
		DESCRIPTION 1: GREENWAY DISTRICT						
		DATE OF DEED : 08/07/12	BOOK: 551	PAGE: 84	MAP: 38-1-3A		PIN:	
		NUMBER PAGES : 0						
3/14/12	3914	ENGLISH, THOMAS A	N/A	N/A	N/A	.00	COPY	00%
		RECORDED TIME: 15:19						
		DESCRIPTION 1: LOT 105 BLK 10 SEC 1 - SHEN RETREAT			D/B 52 PAGE 179			
		DATE OF DEED : 08/14/12	BOOK: 91	PAGE: 446	MAP: 17-A1-8-105		PIN:	
		NUMBER PAGES : 11						
8/16/12	3915	ENGLISH, AGNES M	N/A	N/A	N/A	.00	AFDT	00%
		RECORDED TIME: 15:21						
		DESCRIPTION 1: AFFIDAVIT-LIST OF HEIRS: LOT 105, BLK. 10, SEC. 1 SHEN. RET-BATTLETOWN DIST			D/B 52 PG 179			
		DATE OF DEED : 08/16/12	BOOK: 91	PAGE: 458	MAP: 17-A1-8-105		PIN:	
		NUMBER PAGES : 0						
8/23/12	12-1742	VOROUS, WILLIAM L	N	THOMAS, MICHAEL R; II ET UX 565 KIMBLE ROAD BERRYVILLE, VA. 22611	N	150,000.00	DBS	100%
		RECORDED TIME: 10:25						
		DESCRIPTION 1: LONGMARSH DISTRICT						
		DATE OF DEED : 08/22/12	BOOK: 551	PAGE: 379	MAP: 7-A-79		PIN:	
		NUMBER PAGES : 0						
8/23/12	12-1746	TAVENNER, ANNIE MAY RINKER	N	MANGIONE, SANDRA G 1106 WICKLIFFE RD BERRYVILLE, VA. 22611	N	149,900.00	DBS	100%
		RECORDED TIME: 12:05						
		DESCRIPTION 1: BATTLETOWN DISTRICT PARCEL ON RD 608						
		DATE OF DEED : 08/17/12	BOOK: 551	PAGE: 417	MAP: 15-A-48		PIN:	
		NUMBER PAGES : 0						



COUNTY OF CLARKE CIRCUIT COURT  
 MONTH END DEEDS OF PARTITION AND CONVEYANCE  
 LOCAL TAXATION DEPARTMENT  
 COUNTY  
 FOR AUGUST, 2012

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
08/23/12	12-1748	STANLEY, TONYA W RECORDED TIME: 12:07 DESCRIPTION 1: TOWN OF BERRYVILLE ON N BUCKMARSH ST & ACADEMY ST DATE OF DEED : 08/22/12 BOOK: 551 PAGE: 433 MAP: 14A1-A-56 NUMBER PAGES : 0	N THOMAS, CHRISTOPHER L 25 N BUCKMARSH ST BERRYVILLE, VA. 22611	N 102,000.00	DBS	100%
08/24/12	12-1767	CARSCALLEN, CRAIG; ET UX RECORDED TIME: 03:27 DESCRIPTION 1: BATTLETOWN DISTRICT DATE OF DEED : 08/23/12 BOOK: 551 PAGE: 531 MAP: 25B-2-13 NUMBER PAGES : 0	N TAVARES, TOMMY; ET UX 435 OLD FERRY LANE BLUEMONT, VA. 20135	N 472,000.00	DBS	100%
08/27/12	12-1772	BAKER, H M JR RECORDED TIME: 01:32 DESCRIPTION 1: 21.8369 ACRES - LOT 2 DATE OF DEED : 08/21/12 BOOK: 551 PAGE: 587 MAP: 13-A-41C NUMBER PAGES : 0	N BAKER, H M JR & CARRIE J WILSON 1452 WESTWOOD RD BERRYVILLE, VA. 22611 LONGMARSH DIST	.00	DG	100%
08/27/12	12-1777	RECON TRUST COMPANY (OOSTHUIZE) RECORDED TIME: 03:00 DESCRIPTION 1: LONGMARSH DISTRICT; DB 514 PG 285 DATE OF DEED : 08/06/12 BOOK: 551 PAGE: 618 MAP: 7-A-14 NUMBER PAGES : 0	N BANK OF AMERICA P O BOX 2548 LEESBURG, VA. 20177	439,843.94	DTF	100%
08/29/12	12-1782	PENDLETON, FRANCIS ET ALS RECORDED TIME: 11:25 DESCRIPTION 1: CHAPEL DISTRICT RT 255 DATE OF DEED : 08/28/12 BOOK: 551 PAGE: 654 MAP: 22-A-116 NUMBER PAGES : 0	N SULLIVAN, RICHARD P O BOX 456 BOYCE, VA. 22620	N 59,000.00	DBS	100%
08/29/12	12-1794	CO. SCHOOL BOARD CLARKE CO RECORDED TIME: 11:46 DESCRIPTION 1: LONGMARSH DISTRICT DATE OF DEED : 00/00/00 BOOK: 551 PAGE: 691 MAP: 13-A-61 NUMBER PAGES : 0	N WASHINGTON GAS LIGHT COMPANY N/A	.00	DE	100%
08/30/12	12-1798	JOHNSON, TODD A & BARBARA M RECORDED TIME: 01:12 DESCRIPTION 1: LONGMARSH DIST DATE OF DEED : 00/00/00 BOOK: 551 PAGE: 723 MAP: 8-A-55B NUMBER PAGES : 0	N RAPPAHANNOCK ELECTRIC COOPERATIVE N/A	.00	DE	100%
08/30/12	12-1799	JOHNSON, KENNETH M & MARIANNE RECORDED TIME: 01:14 DESCRIPTION 1: LONGMARSH DIST DATE OF DEED : 00/00/00 BOOK: 551 PAGE: 726 MAP: 8-A-55A NUMBER PAGES : 0	N RAPPAHANNOCK ELECTRIC COOP N/A	.00	DE	100%

COUNTY OF CLARKE CIRCUIT COURT  
 MONTH END DEEDS OF PARTITION AND CONVEYANCE  
 LOCAL TAXATION DEPARTMENT  
 COUNTY  
 FOR AUGUST, 2012

RECORDED	INSTRUMENT	GRANTOR	(X)	GRANTEE/ADDRESS	(X)	CONSIDERATION	TYPE	PERCENT
08/30/12	12-1800	MOST REV PAUL S LOVERDE BISHOP	N	RAPPAHANNOCK ELECT COOP N/A	N	.00	DE	100%
		RECORDED TIME: 01:15						
		DESCRIPTION 1: LONGMARSH DIST						
		DATE OF DEED : 00/00/00 BOOK: 551		PAGE: 729 MAP: 7-13-1		PIN:		
		NUMBER PAGES : 0						
08/30/12	12-1802	KRAUSE, ERIN P TR	N	JOHNSTON, DIANNA M CLARKE VA, .	N	.00	SUBORD	100%
		RECORDED TIME: 01:47						
		DESCRIPTION 1: D/B 523 PAGE 528						
		DATE OF DEED : 00/00/00 BOOK: 551		PAGE: 747 MAP: 25-A-10		PIN:		
		NUMBER PAGES : 0						
08/31/12	12-1810	LEACH, EDWIN M & CAREN M	N	GIBSON, ANTHONY D 6330 LORD FAIRFAX HWY BERRYVILLE, VA. 22611	N	229,900.00	DBS	100%
		RECORDED TIME: 02:35						
		DESCRIPTION 1: LOT 1 - LONGMARSH DIST						
		DATE OF DEED : 08/30/12 BOOK: 551		PAGE: 834 MAP: 14D-1-1		PIN:		
		NUMBER PAGES : 0						
08/31/12	12-1813	MORRIS, SUSAN T	N	WHITE POST VILLAGE ASSOCIATION P O BOX 222 WHITE POST, VA. 22663	N	.00	DG	100%
		RECORDED TIME: 02:52						
		DESCRIPTION 1: GREENWAY DISTRICT						
		DATE OF DEED : 08/30/12 BOOK: 551		PAGE: 856 MAP: 28A-A-70A,72		PIN:		
		NUMBER PAGES : 0						
08/31/12	12-1816	FIELDS, TERRY & ELIZABETH	N	FIELDS, TERRY 308 DUNLAP DRIVE BERRYVILLE, VA. 22611	N	.00	DBS	100%
		RECORDED TIME: 03:12						
		DESCRIPTION 1: TOWN OF BERRYVILLE, LOT 21						
		DATE OF DEED : 08/31/12 BOOK: 551		PAGE: 860 MAP: 14A8-1-21		PIN:		
		NUMBER PAGES : 0						
08/31/12	12-1817	WILLIAMS, HYONG G	N	DOWNY, CHRISTINE S 490 RIVER PARK LANE BLUEMONT, VA. 20135	N	285,500.00	DBS	100%
		RECORDED TIME: 03:15						
		DESCRIPTION 1: CHAPEL DISTRICT, LOT 44, RIVER PARK						
		DATE OF DEED : 08/30/12 BOOK: 551		PAGE: 862 MAP: 32A-1-44		PIN:		
		NUMBER PAGES : 0						
08/31/12	12-1806	101 LIMITED PARTNERSHIP(THE)	N	GILL, HAJINDER 11408 SHIRLEY GATE COURT FAIRFAX, VA. 22030	N	616,500.00	DBS	100%
		RECORDED TIME: 12:36						
		DESCRIPTION 1: TOWN OF BERRYVILLE, LOT 17						
		DATE OF DEED : 08/14/12 BOOK: 551		PAGE: 782 MAP: 14-7-17		PIN:		
		NUMBER PAGES : 0						
***** COUNTY DEEDS OF CORRECTION *****								
08/31/12	12-1812	N&K SMART LLC	Y	VIRGINIA OUTDOORS FOUNDATON RICHMOND VA, .	Y	.00	COR	100%
		RECORDED TIME: 02:50						
		DESCRIPTION 1: CORR DEED OF MODIFICATION OF GIFT OF EASEMENT						
		DATE OF DEED : 00/00/00 BOOK: 551		PAGE: 848 MAP: 38-A-18,18B		PIN:		
		NUMBER PAGES : 0						

TOTAL COUNTY DEEDS OF PARTITION AND CONVEYANCE: 45  
 TOTAL NUMBER OF COUNTY DEEDS OF CORRECTION : 1  
 TOTAL NUMBER OF COUNTY WILL/FIDUCIARY : 2



# Clarke County Board of Supervisors Regular Meeting Agenda

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

Item

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### Afternoon Session 1:00 PM

- 1) Call To Order
- 2) Adoption Of Agenda
- 3) VDOT
- 4) Clarke County School Board Update
- 5) Citizen's Comment Period
- 6) Approval of Minutes:
  - August 21, 2012 Regular Meeting
- 7) Consent Agenda
  - A. 2012 VACo Conference Voting Credentials for the Annual Business Meeting
- 8) TA -12-04 Merger of Parcels. Action: Set Public Hearing for October 16, 2012.
- 9) Board of Supervisors Personnel Committee Items
  - A. Expiration of Term for appointments expiring through December 2012. Action: No recommendations made during 9/10 Personnel Committee Meeting.
  - B. Appointments to Warren/Clarke County Microenterprise Assistance Program Management Team. Action: No recommendations made during 9/10 Personnel Committee Meeting.
  - C. County Attorney Position Review. Action: Personnel Committee action deferred pending Finance Committee Review.
- 10) Board of Supervisors Work Session Items
  - A. Lewisville Road Update. Action: Information Only.
  - B. Closed Session. Action: No action taken or recommended at 9/10 Work Session.
  - C. Comprehensive Plan Update Consultant RFP Update. Action: Staff action identified at 9/10 Work Session.
  - D. Results of Pesticide Sampling – Report Only. Action: Information Only.
- 11) Board of Supervisors Finance Committee Items
  1. Assistant Commonwealth's Attorney position. Action: No recommendation was made by the Finance Committee pending receipt of further requested information.
  2. Acceptance of August Bills and Claims. **Action: The Finance Committee recommends acceptance.**

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

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# Clarke County Board of Supervisors Regular Meeting Agenda

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3. Standing Reports Reconciliation of Appropriations. Action: Information Only

12) Government Projects Update

13) Miscellaneous

14) Summary Of Required Action

15) Board Member Committee Status Reports

16) Closed Session *[as necessary]*

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### Evening Session 6:30 PM

17) Citizen's Comment Period

18) PH 12-08 - Continued Public Hearing: Verizon Wireless requests approval of a Special Use and Site Plan for constructing a monopole on the property located in the 100 block of Mount Carmel Road, Tax Map Parcel 39-A-71, Millwood Election District, zoned Forestal Open-Space Conservation (FOC). SUP-12-01

19) Adjournment

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### Reports in September Packet:

1. Building Department
2. Commissioner of the Revenue
3. Virginia Transit Report

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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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9/12/2012 11:21 AM

Clarke County

lwalburn@clarkecounty.gov

## Clarke Co August Report

**From :** Jill Matheson <jill@vatransit.org>


Thu, Sep 06, 2012 11:55 AM

**Subject :** Clarke Co August Report


📎 1 attachment

**To :** dash@clarkecounty.gov, lwalburn@clarkecounty.gov**Cc :** Bruce Simms <bruce@vatransit.org>**MONTHLY PASSENGERS****August-12**

Location	Region	Route	TOTAL
CLRK	NW	Demand Response Clark County	126

*Jill Matheson**Operations Administrative Assistant*


109 North Bailey Lane • Purcellville, VA 20132  
540.338.1610 office • 877-777-2708 toll free • 540.338.0690 fax  
www.vatransit.org



As a multifaceted organization, Virginia Regional Transit provides access to affordable transportation through passenger service, transit system management and other transit related services.

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