



# 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

February 15, 2011

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– The Economic Disclosure Forms. Action: Information only.	94
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– Berryville Clarke County Government Center Update. Action: Item discussed in Closed Session – No action taken.	103
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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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2/10/2011 10:42 AM



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## February 15, 2011

Item	Packet Page
– Citizen Convenience Center. Action: Item discussed in Closed Session – No action taken.	103
– Text Amendment TA-11-01. Action: See Item 10.	73
– Virginia Cooperative Extension Restructure. Action: By consensus, the Board of Supervisors instructed the County Administrator to distribute his February 2, 2011 letter in regard to Cooperative Extension restructure to the Supervisors, local Extension Office, local 4-H leaders and the local Farm Bureau.	103
– Code Changes: Chapter 143 Septic Systems CC-11-01 and Chapter 154-4-B Stormwater Management CC-11-02 – Set Public Hearing. Action: See Items 11 and 12.	80
16) Board of Supervisors Finance Committee	132
– Supplemental Appropriations. “Be it resolved that Victim Witness FY2012 budgeted expenditure be increased \$6,253, and the same appropriated, and be it further resolved that revenue of \$7,301 be recognized.” Action: The Finance Committee recommends approval.	132
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### Evening Session 6:30 PM

23) Citizen's Comment Period	183
24) PH 11-03 TA-10-05 The Clarke County Planning Commission recommends the amendment of the County Zoning Ordinance:	185
– Section 3-A-1-a, Permitted Uses and Structures in the AOC Zoning District, so as to change the Special Use “Institutional Uses” to “Community Services” and to show “Churches and other places of religious assembly (with a maximum seating capacity of 300 people)” and “Historic Structure Museums” as Special Uses;	

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- Section 3-A-2-a, Permitted Uses and Structures in the FOC Zoning District, so as to change the Special Use “Institutional Uses” to “Community Services” and to show “Churches and other places of religious assembly (with a maximum seating capacity of 300 people)” and “Historic Structure Museums” as Special Uses;
- Section 3-A-3-a, Permitted Uses and Structures in the Rural Residential Zoning District, so as to change the Special Use “Institutional Uses” to “Community Services” and to show “Churches and other places of religious assembly (with a maximum seating capacity of 300 people)” and “Historic Structure Museums” as Special Uses;
- Section 3-A-12-a, Permitted Uses and Structures in the Neighborhood Commercial Zoning District, so as to change the Principal Use “Institutional Uses” to “Community Services” and to show “Churches and other places of religious assembly” as a Principal Use;
- Section 3-A-13-a, Permitted Uses and Structures in the Highway Commercial Zoning District, so as to change the Principal Use “Institutional Uses” to “Community Services” and to show “Churches and other places of religious assembly” as a Principal Use;
- Section 9-B, Definitions, so as to change the term: “Institutional Uses” to “Community Services” and revise the definition of this use and to establish a definition for the terms: “Churches and other places of religious assembly”, “Museums of Historic Structures”, and “Passive Use Public Parks”.

## 25) Adjournment

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### Reports in February Packet:

- |   |     |
|---|-----|
| 1. Building Department                  | 190 |
| 2. Commissioner of the Revenue          | 196 |
| 3. Cooperative Extension – 4-H          | 203 |
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2/10/2011 10:04 AM

# Clarke County Board of Supervisors

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## Call To Order

# Clarke County Board of Supervisors

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## Adoption of Agenda

# Clarke County Board of Supervisors

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## Clarke County Public Schools School Board Update

CLARKE COUNTY BOARD OF SUPERVISORS  
January 18, 2011 Regular Meeting  
Main Meeting Room 1:00 p.m.

At a regular meeting of the Board of Supervisors of Clarke County, Virginia, held in the Main Meeting Room, 2<sup>nd</sup> Floor Berryville Clarke County Joint Government Center, 101 Chalmers Court, 2<sup>nd</sup> Floor, Berryville, Virginia on Tuesday, January 18, 2011.

**Board Members Present**

Barbara Byrd; A. R. Dunning, Jr.; J. Michael Hobert; John Staelin; David Weiss

**Staff Present**

David Ash, Chuck Johnston, Tom Judge, Tony Roper, Alison Teetor, Lora B. Walburn

**Others Present**

Robina Rich Bouffault, Mike Murphy, Bryan Conrad, Jeanne Abigail Custis Marcy, Lauren McKay, Becky Lane, Ed Leonard and other citizens

**Call to Order**

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

**Adoption of Agenda**

- Add to Miscellaneous: Discussion of May Meeting Date

**Vice Chairman Weiss moved to adopt the agenda as modified. The motion was approved by the following vote:**

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

### Clarke County Public Schools Update

Dr. Murphy appeared before the Supervisors to provide the monthly update from the Clarke County public schools. He distributed and reviewed *CCPS FY10 in FY11 Capital Request – Page 1*, specific to the matter set for public hearing during the evening session. The document was broken down into Maintenance/ Health and Safety; Safety; and Technology.

There was brief discussion on school closure due to inclement weather, as well as snow removal at the schools.

Robina Rich Bouffault, School Board representative, provided the following update on the high school construction project:

- The VDOT public hearing went well.
- VDOT has drawn-back to the existing right-of-way.
- VDOT will give the Schools capacity in their stormwater pond.
- The School Boards’ attorney, Mr. Foote, attended the public hearing and his review of the materials presented did not find any legal issues.
- Missed days due to inclement weather were incorporated into the construction schedule; and so far, few have been needed this season.
- The parking lot is in place.
- Shockey is doing a remarkably good job.

### Approval of Minutes

Chairman Hobert requested the following changes:

- Page 449 Remove incomplete bullet beginning with Tom Judge...
- Page 459 Change from reappointment to reappointed where necessary.

**Supervisor Staelin moved to approve the minutes of December 21, 2010 Regular Meeting as corrected. The motion was approved by the following vote:**

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

Supervisor A.R. Dunning, Jr. joined the meeting at 1:15 pm



Consent Agenda

Auditor of Public Accounts Report on Annual Audit – Commissioner of the Revenue,  
Treasurer, Sheriff

Resolution of the Clarke County Board of Supervisors Relating to the Support of the  
Virginia Sesquicentennial of the American Civil War Commission 11-01R

Resolution of the Clarke County Board of Supervisors Relating to the Support of the Virginia  
Sesquicentennial of the American Civil War Commission  
11-01R

**WHEREAS**, the Clarke County Board of Supervisors supports the inclusion of all of its citizens in learning about the county's history and its relationship to the present and opportunities for the future, as well as supporting the promotion of economic development and heritage tourism in Clarke County; and

**WHEREAS**, the Virginia Sesquicentennial of the American Civil War Commission [the Commission] was created in 2006 by the General Assembly of Virginia for the purpose of preparing for and commemorating the 150<sup>th</sup> anniversary of Virginia's participation in the American Civil War; and,

**WHEREAS**, the Commission has requested that each locality in Virginia form a Sesquicentennial Committee to aid in planning and implementation of local activities for the commemoration period of 2011-2015; and,

**WHEREAS**, the Clarke County Board of Supervisors wishes to undertake this endeavor with the Commission, and with its regional planning partner the Shenandoah Valley Battlefields National Historic District [of which Clarke County is one of the eight constituent counties as determined by Congress], to promote and commemorate this important historic milestone.

**NOW, THEREFORE, BE IT RESOLVED**, by the Clarke County Board of Supervisors, that:

1. The Board of Supervisors hereby desires to support the Virginia Sesquicentennial of the American Civil War Commission and its efforts to commemorate the 150th anniversary of Virginia's participation in the American Civil War during the period 2011 through 2015.
2. Clarke County will be represented in the activities of the Commission by the Clarke County Committee on the Sesquicentennial of the Civil War and Emancipation [the 150<sup>th</sup> Committee], whose purposes will include:
  - a. To commemorate the 150<sup>th</sup> anniversary of the American Civil War and Emancipation as they happened in Clarke County, Virginia acknowledging the diversity of local historic positions concerning the War, the "home front" struggles during wartime, and the legacies of the War for county people.

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Board of Supervisors Meeting Minutes For January 18, 2011 -- Regular Meeting

- b. To enable all citizens of Clarke County to participate in the regional, state, and national commemorations, while learning more about the history of their own country.
  - c. To make Clarke County better known and more accessible to people interested in its history.
  - d. To leave an enriched record of this local history for future citizens of the county.
3. Membership of the 150<sup>th</sup> Committee shall include:
- One member of, or appointed by, the Clarke County Board of Supervisors;
  - One member of or appointed by the Clarke County Historic Preservation Commission;
  - One member of or appointed by the Clarke County Historical Association;
  - One member of or appointed by the Clarke County African-American Cultural Center / Josephine Community Museum;
  - One representing the administration of the Clarke County Public Schools; and one member representing the Shenandoah Valley Battlefields Foundation.
  - Other members, representative of the diversity of the community, shall be recruited by the Committee.
  - The organizing chairman, pending elections by the Committee, is Robert Stieg, Jr., with existing initial volunteers on the organizing committee including Adeela Al-Khalili, Charles Johnston, Maral Kalbian, Jennifer Lee, Howard Means, Michael Murphy, Jesse Russell, and John Sours.
4. The Clarke County Board of Supervisors shall be periodically kept informed of the activities of the Clarke County Civil War Sesquicentennial Committee.

Adopted this 18th day of January 2011

Attest:

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

Proposed Alternative Onsite Sewage System Regulations Letter to Allen Knapp Director,  
Division of Onsite Sewage and Water Services VDH

January 11, 2011

Allen L. Knapp  
Director, Division of Onsite Sewage and Water Services  
Virginia Department of Health  
109 Governor Street  
Richmond, VA 23219

RE: Proposed Alternative Onsite Sewage System Regulations

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Board of Supervisors Meeting Minutes For January 18, 2011 – Regular Meeting

Dear Mr. Knapp:

The Clarke County Board of Supervisors appreciates the opportunity to comment on the proposed Final Regulations for Alternative Onsite Sewage Systems (AOSS).

As you know, Clarke County is one of several counties in Virginia that has adopted a local septic ordinance and placed limits on the installation of alternative septic systems. The County has taken these steps in an effort to protect our ground-water resources. Seventy percent of the County is underlain by karst terrain, which has been scientifically proven to be more susceptible to contamination than other geologic regions in the State. History has shown that many of the alternative systems that were installed in the past ended up polluting the groundwater because they were not properly maintained.

The County strongly opposed the approval of HB1788, which denied the Counties right to prohibit alternative systems. After reviewing the final regulations the County believes that they are not nearly strong enough with regards to maintenance and monitoring. We are particularly concerned as localities do not appear to have any oversight over the ongoing maintenance of alternative systems. Annual inspections are to be made by a licensed operator but that operator is only required to submit a report to the State Health Department **upon request**. Sampling results are required to be submitted to the Health Department every five years but there is no requirement to submit the annual inspection reports.

The regulations do not give localities any power or oversight over the inspections and the law states that localities cannot create stricter rules or requirements. Local officials will not receive copies of the reports submitted by the licensed operator and Clarke cannot have its own personnel make any inspections. Our local Health Department tells us that they will probably summarize and file the inspection reports and their goal is to also make some random inspections on their own. However, their time is limited and they cannot promise what they will do.

Clarke would recommend that all AOSS be inspected **and sampled annually** and that the licensed operator be **required to submit** a written report of both the inspection and the test results to the local Health Department. This would provide at least a minimal amount of oversight to ensure these systems were being maintained and inspected as required. Then if problems were identified, the local environmental health specialists could inspect as needed. If annual testing is seen as unacceptable we request that, at a minimum, the licensed operator be required to submit the results of the inspection to the Health Department and that the Health Department be required to create an annual summary of the inspection reports, complete on-site inspections of at least 10% of the systems each year and forward all the information gathered about all AOSS to the locality.

The Clarke County Board of Supervisors appreciates the opportunity to comment on the proposed Final Regulations for Alternative Onsite Sewage Systems (AOSS). We remain hopeful that our concerns will be addressed in the adopted regulations.

Sincerely,  
Michael Hobert  
Chair, Clarke Board of Supervisors

Fiscal Agency Agreement between the Town of Berryville and Clarke County for the Berryville Clarke County Government Center

RTM/msp  
01/03/11

AGREEMENT FOR  
FISCAL AGENT FOR JOINT GOVERNMENT CENTER

This AGREEMENT ("Agreement"), dated the \_\_\_\_ day of \_\_\_\_\_, 2011, by and between the TOWN OF BERRYVILLE, VIRGINIA ("Town"), a Virginia municipal corporation, and the COUNTY OF CLARKE, VIRGINIA ("County"), provides as follows.

WHEREAS, by agreement dated October 10, 2006, the Town and the County agreed that the County would serve as fiscal agent for the financing of the cost of the construction of the Joint Government Center; and

WHEREAS, the construction of the Joint Government Center has been completed, and the Town and the County desire that the County, through its Joint Administrative Services, serve as fiscal agent with respect to the costs related to the occupancy, use, and operation of the Joint Government Center.

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

1. The County, through its Joint Administrative Services, shall serve as fiscal agent for the Town and the County with respect to the costs related to the occupancy, use, and operation of the Joint Government Center, pursuant to the agreement referenced in Paragraph 2, below.

2. The method for allocation of costs between the Town and the County for utilities, insurance, repair and maintenance, and other costs related to the occupancy, use, and operation of the Joint Government Center shall be established by a separate written agreement between the Town and the County, which agreement shall also provide for a budget estimate to be provided to the Town and the County in advance of each fiscal year, for the timing of payments for allocated costs, and for related matters.

3. This Agreement may be terminated by the Town or the County by thirty (30) days written notice to the other.

WITNESS the following signatures and seals:

TOWN OF BERRYVILLE, VIRGINIA

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

By: \_\_\_\_\_ (SEAL)  
Mayor

COUNTY OF CLARKE

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

By: \_\_\_\_\_ (SEAL)

Chairman, Board of Supervisors

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

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

#### Citizens Comment Period

Ed Leonard, Clarke Daily News: spoke about the passing of John Friant, Sr. a respected citizen of Clarke County and an active participant in civic affairs.

Bryan Conrad, Clarke County Farm Bureau: Read a prepared a letter for Supervisor's approval and forward to the Dean of Virginia Polytechnic pertaining to the proposed restructure of the Virginia Cooperative Extension Office in the Clarke County.

Chairman Hobert referred the matter to David Ash for review and recommendation at the next Work Session.

#### VDOT

Jerry Copp – Maintenance and Operations Items and Residency Administrator; and Ed Carter – Six-Year Plan Programs and Enhancement, Recreational Access; with Charlie Monroe – Area Maintenance Superintendent; appeared before the Supervisors to provide the monthly update.

- Maintenance work completed in December:
  - Conducted pipe replacement and cleaning operations on Rt. 605 via contractor;
  - Conducted boom-axe operations along Rt. 644 from Rt. 658 to Rt. 634;
  - Started brush cutting along Rt. 612 from Rt. 603 to Rt. 608;
  - Graded Rt. 621 in response to Board inquiry at last meeting;
  - Repaired potholes on various routes;
  - Removed hazardous trees and performed dead animal removal at various locations.

- Maintenance work planned for January:
  - Continue pipe cleaning operations along Routes 605, 606 and 604 with contractor;
  - Complete brush cutting on Rt. 612;
  - Continue boom-axe operations on Routes 638, 624, 622 and 627;
  - Continue hazardous tree removal at various locations;
  - Perform low shoulder repairs on various primary and secondary routes;
  - Begin additional brush cutting operations along various routes with a contractor.
  
- Other Projects:
  - Route 636, Mosby Road: The Public Hearing was held on January 12, 2011 at the Berryville/Clarke County Government Center. Twenty-Eight citizens signed in and reviewed the proposed project during the course of the hearing. Their comments and those received within the ten-day response window will be evaluated by our design group and incorporated where conducive to the final plans. Preliminary discussions have been held with those property owners who will be impacted by the project. We were very pleased with the positive flavor of the comments we heard during the hearing. The concerns expressed primarily dealt with the round-a-bout vs. signalization. This is to be expected when introducing an unfamiliar concept. We again thank the Board of Supervisors, The Town of Berryville and The School Board for their assistance and cooperation during this process.
  - Route 604 Ebenezer Rd: On hold until spring and placement of the box culvert.
  - Route 723 Town of Boyce: Currently in District Design.
  
- Supervisor Comments and Requests:
  - Vice Chairman Weiss asked VDOT to consider placing cinders more frequently in the area of the dip by the store at Shepherd's Mill and Route 7 to improve safety at this time of year.
  - Supervisor Byrd asked questions about the possibility of a new low water bridge on Old Charlestown Road as reported in a news article this morning. Jerry Copp responded that the proposed bridge would be higher than the low water bridge in Supervisor Dunning's district and that it would follow a similar curve to lessen the impact on surrounding property.
  - Supervisor Staelin, noting the news article, asked whether the reported \$1.7 million spent in Clarke on improvements to Route 604 and bridge reconstruction were new or previously-scheduled projects. Ed Carter responded that he had not reviewed the report from the Governor's Office and was not certain who had supplied the project information therefore he could not comment on specifics.

## Energy Management Update

Alison Teetor, Natural Resources Planner, presented an energy management update on the eve of the one-year anniversary of the adoption of the program. Some highlights of the presentation and discussion include:

- Background information
- Methodology
- A free database is being used that aids in analysis of usage.
- Factors affecting energy use include: types of fuel; weather; building size and age; energy use intensity; and energy cost
- Spending approximately \$125,000 per year on energy including water.
- Reviewed a breakdown of annual energy cost noting that the Circuit Court building is the most expensive to operate.
- Energy Use per square foot places the District Court, Sheriff's Department and Animal Shelter as the top three users.
- The Animal Shelter is a new building with energy efficient components and are required to meet certain state regulations that place demands on energy. It was noted that since changing director energy costs have been reduced. No recommendations to have been made to address any specific issues.
- Joint Administrative Services building has had the greatest energy usage reduction over the past three years.
- Receiving considerable assistance in the project from Maintenance group, Ruby Miller and Bobby Levi.
- Review of water usage indicates, as expected, that the largest water user is the Parks and Recreation pool.
- Water use costs have dropped with the repair of water leaks in several buildings, such as the Rec Center.
- Changes in employee behavior have helped reduce energy usage.
- Suggest designating someone in each building to monitor energy usage.
- Suggest use of programmable thermostats in the Circuit Court;
- Next Steps: Continue monitoring annually; Install recommended ECM's; Assign energy management responsibilities; Identify additional savings opportunities.
- Retrofits are necessary to see significant differences.
- Supervisor Staelin noted that consumption has reduced but employees have no control over increases in cost and he suggested reducing btu's. Alison Teetor drew attention to those figures that had been incorporated in her report.

- Alison Teetor emphasized that repairs and corrective actions were important to realize reductions noting that there were limits to what employees could affect.
- Chairman Hobert concluded that employee behavior and departmental leadership were important factors.

**Supervisor Byrd moved to instruct David Ash to take recommendations presented by Alison Teetor and, with her assistance, develop job descriptions and task lists for building energy managers. Further to work with Maintenance to address implementation of programmable thermostats and other retrofits.**

**The motion carried by the following vote:**

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

#### Set Public Hearing TA-10-05

The Clarke County Planning Commission recommends the amendment of the County Zoning Ordinance:

- Section 3-A-1-a, Permitted Uses and Structures in the AOC Zoning District, so as to change the Special Use “Institutional Uses” to “Community Services” and to show “Churches and other places of religious assembly (with a maximum seating capacity of 500 people)” and “Historic Structure Museums” as Special Uses;
- Section 3-A-2-a, Permitted Uses and Structures in the FOC Zoning District, so as to change the Special Use “Institutional Uses” to “Community Services” and to show “Churches and other places of religious assembly (with a maximum seating capacity of 500 people)” and “Historic Structure Museums” as Special Uses;
- Section 3-A-3-a, Permitted Uses and Structures in the Rural Residential Zoning District, so as to change the Special Use “Institutional Uses” to “Community Services” and to show “Churches and other places of religious assembly (with a maximum seating capacity of 500 people)” and “Historic Structure Museums” as Special Uses;
- Section 3-A-12-a, Permitted Uses and Structures in the Neighborhood Commercial Zoning District, so as to change the Principal Use “Institutional Uses” to “Community Services” and to show “Churches and other places of religious assembly” as a Principal Use;
- Section 3-A-13-a, Permitted Uses and Structures in the Highway Commercial Zoning District, so as to change the Principal Use “Institutional Uses” to “Community Services” and to show “Churches and other places of religious assembly” as a Principal Use;
- Section 9-B, Definitions, so as to change the term: “Institutional Uses” to “Community Services” and revise the definition of this use and to establish a definition for the terms: “Churches and other places of religious assembly”, “Museums of Historic Structures”, and “Passive Use Public Parks”



Chuck Johnston reviewed the proposed text amendment and answered various questions posed by the Board. He advised that the vote of the Planning Commission was 4 to 3 for recommendation with 3 members absent.

Supervisor Dunning advised caution before proceeding with the proposed regulation.

Vice Chairman Weiss indicated a desire to change maximum seating for churches from 500 to 250.

Supervisor Staelin suggested leaving the 500 maximum unchanged but with consideration of lowering the maximum capacity subject to comment received at the public hearing.

With Robert Mitchell present, the Supervisors asked if advertising at a higher number [500] and reducing to a lower number [250] made the ordinance more restrictive. Mr. Mitchell advised that the "more restrictive" clause applied to zoning matters not regulations of this type; therefore, they could reduce the number subsequent to public hearing if it were so determined.

**Vice Chairman Weiss moved to set public hearing on the amendment of the zoning ordinance as shown above but amending the maximum seating capacity number specific to churches from a maximum of 500 to a maximum of 300 and to set the matter for public hearing on February 15, 2011 at 6:30 pm or as soon thereafter as the matter might be heard.**

**The motion carried by the following vote:**

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

Committee Action

Personnel Committee

*Expiration of Term for appointments expiring through February 2011*

Summary January 10, 2011: The Personnel Committee recommends the appointments below.

<i>Committee/Board</i>	<i>Appointee</i>	<i>Expiration Date</i>
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<i>Committee/Board</i>	<i>Appointee</i>	<i>Expiration Date</i>
Old Dominion Alcohol Safety Action Policy Board <i>Mr. Johnson is reappointed to serve a three-year term.</i>	Jerry Johnson	12/31/2013
Old Dominion Community Criminal Justice Board <i>Mr. Johnson is reappointed to serve a three-year term.</i>	Jerry Johnson	12/31/2013
Board of Zoning Appeals <i>The Board of Supervisors recommends to the Clarke County Circuit Court the reappointment of Howard Means.</i>	Howard Means	2/15/2016

At the January 18, 2011 Regular Meeting, **Supervisor Byrd moved to confirm the appointments as presented. The motion was approved as follows:**

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

#### *2011 Conflict of Interest Filing*

Summary January 10, 2011: The Personnel Committee instructed staff to keep them apprised of progress and to continue to provide deadline reminders to appointees who have not yet filed.

#### *Appointee Information Feedback Update*

Summary January 10, 2011: The Personnel Committee approved the appointment information feedback questionnaire as presented. Staff was instructed to distribute following completion of the Conflict of Interest filing.

#### *2011 Board of Supervisors Appointments*

Summary January 10, 2011: The Personnel Committee asked that individual Supervisors review and comment on their continuing interest and availability to represent the Board in their currently assigned positions.

**At the January 18, 2011 Regular Meeting, Supervisor Byrd moved to approve the continuation of current assignments through 2011. The motion was approved by the following vote:**

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

### 2011 Board of Supervisors Appointments

<i>Committee/Board</i>	<i>First Name</i>	<i>Name</i>	<i>Position</i>
Northwestern Regional Jail Authority	David L.	Ash	County Administrator
Regional Airport Authority	David L.	Ash	County Administrator
Joint Committee of the Joint Government Center	David	Ash	BOS - Appointed Member
Joint Administrative Services Board	David L.	Ash	County Administrator
Clarke County School Board	Barbara J.	Byrd	BOS - Liaison
Board of Supervisors Personnel Committee	Barbara J.	Byrd	BOS - Appointed Member
Clarke County Library Advisory Board	Barbara J.	Byrd	BOS - Liaison
The Barn Projects	Barbara J.	Byrd	BOS - Liaison
Board of Social Services	Barbara J.	Byrd	BOS - Appointed Member
Northwestern Regional Juvenile Detention Center Commission	Barbara J.	Byrd	BOS - Liaison
Northwestern Regional Jail Authority	Barbara J.	Byrd	BOS Liaison - Alternate
Clarke County Humane Foundation	Barbara J.	Byrd	BOS - Liaison
Board of Supervisors Finance Committee	Barbara J.	Byrd	BOS - Alternate
Towns and Villages: Berryville	Barbara J.	Byrd	BOS - Liaison
Clarke County Planning	A.R.	Dunning, Jr.	BOS - Appointed Member

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Board of Supervisors Meeting Minutes For January 18, 2011 – Regular Meeting

<i>Committee/Board</i>	<i>First Name</i>	<i>Name</i>	<i>Position</i>
Commission			
Board of Supervisors Personnel Committee	A.R.	Dunning, Jr.	BOS - Alternate
Towns and Villages: Boyce	A.R.	Dunning, Jr.	BOS - Liaison
Board of Supervisors Finance Committee	A.R.	Dunning, Jr.	BOS - Alternate
Economic Development Advisory Committee	A.R.	Dunning, Jr.	BOS - Appointed Member
Water Resources Policy Committee	A.R.	Dunning, Jr.	BOS - Alternate
Board of Well & Septic Appeals	A.R.	Dunning, Jr.	BOS - Appointed Member
Clarke County Sanitary Authority	A.R.	Dunning, Jr.	BOS - Authority Member
Berryville Area Development Authority	A.R.	Dunning, Jr.	BOS - Appointed Member
Board of Supervisors Personnel Committee	J. Michael	Hobert	BOS - Appointed Member
Parks & Recreation Advisory Board	J. Michael	Hobert	BOS - Liaison
Board of Supervisors	J. Michael	Hobert	Chair
Legislative Liaison and High Growth Coalition	J. Michael	Hobert	BOS - Liaison
Joint Administrative Services Board	J. Michael	Hobert	BOS - Appointed Member
Towns and Villages: Berryville	J. Michael	Hobert	BOS - Liaison - Alternate
Board of Supervisors Finance Committee	J. Michael	Hobert	BOS - Appointed Member
Northern Shenandoah Valley Regional Commission	Charles	Johnston	Citizen Representative
Northern Shenandoah Valley Regional Commission	John	Staelin	BOS - Alternate
Towns and Villages: Millwood	John	Staelin	BOS - Liaison
Board of Supervisors Finance Committee	John	Staelin	BOS - Appointed Member
Emergency Services	John	Staelin	BOS - Liaison
Towns and Villages: Pine Grove	John	Staelin	BOS - Liaison

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Board of Supervisors Meeting Minutes For January 18, 2011 – Regular Meeting

<b>Committee/Board</b>	<b>First Name</b>	<b>Name</b>	<b>Position</b>
Economic Development Advisory Committee	John	Staelin	BOS - Appointed Member
Clarke County Planning Commission	John	Staelin	BOS - Alternate
Towns and Villages: Boyce	John	Staelin	BOS - Alternate
Clarke County Litter Committee	John	Staelin	BOS - Liaison
Clarke County Industrial Development Authority	John	Staelin	BOS - Liaison
Clarke County Sanitary Authority	John	Staelin	BOS - Alternate
Water Resources Policy Committee	John	Staelin	BOS - Appointed Member
Water Resources Policy Committee	Alison	Teetor	Staff Representative
Conservation Easement Authority	David	Weiss	BOS - Appointed Member
Northern Shenandoah Valley Regional Commission	David	Weiss	BOS - Appointed Member
Board of Supervisors Personnel Committee	David	Weiss	BOS - Alternate
Towns and Villages: Pine Grove	David	Weiss	BOS - Liaison
Clarke County Agricultural Advisory Committee	David	Weiss	BOS - Appointed Member
Housing and Community Services Board	David	Weiss	BOS - Appointed Member
Regional Airport Authority	David	Weiss	BOS - Liaison
Joint Administrative Services Board	David	Weiss	BOS - Alternate
Joint Committee of the Joint Government Center	David	Weiss	BOS - Appointed Member
Building and Grounds	David	Weiss	BOS - Appointed Member
Clarke County School Board	David	Weiss	BOS - Alternate
Board of Supervisors Finance Committee	David	Weiss	BOS - Alternate
Board of Supervisors	David	Weiss	Vice Chair

### Work Session

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Board of Supervisors Meeting Minutes For January 18, 2011 – Regular Meeting

*Board of Supervisors Organizational Meeting*

## a. Election of Chair

Summary January 10, 2011: David Ash, Clerk to the Board of Supervisors, called the Organizational meeting to order at 10:05 am. Immediately thereafter, he called for nominations for Board of Supervisors Chair.

**Supervisor Byrd moved to nominate J. Michael Hobert to continue as chair for 2011.**

Being no other names put forth for consideration, **Supervisor Byrd moved to close the nominations. The motion carried as follows:**

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

**The motion to nominate J. Michael Hobert to serve as Chair for the ensuing calendar year 2011 carried as follows:**

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

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

## b. Election of Vice-Chair

Chairman Hobert called for nominations for Vice Chair.

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

Being no other names put forth for consideration, **Supervisor Staelin moved to close the nominations. The motion carried as follows:**

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

**The motion to nominate David S. Weiss to serve as Vice Chair for the ensuing calendar year 2011 carried as follows:**

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

c. Set Date, Place and Time of Regular Meeting

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

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

d. Adopt Rules of Procedure

Proposed modifications to Rules of Procedure: Section 3.3 change from [www.co.clarke.va.us](http://www.co.clarke.va.us) to [www.clarkecounty.gov](http://www.clarkecounty.gov); Section 3.4 change from the ~~Public Library~~ to **official County website**; **add** Individuals desiring complete **paper** copies . . .

**Supervisor Byrd moved to approve the Rules of Procedure with the proposed modifications. The motion carried as follows:**

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

*Resolution Sesquicentennial of the American Civil War Commission*

Summary January 10, 2011: Robert Stieg addressed the Supervisors regarding the Sesquicentennial of the American Civil War. He advised that the General Assembly was

urging the participation of all localities in the 150th anniversary commemoration. He summarized points from his proposed resolution, as well as planned activities on the state and local level. Mr. Stieg concluded that to receive grant funding the governing body must endorse the local committee.

**Supervisor Byrd moved to refer the resolution to the January 18, 2011 Consent Agenda. The motion carried as follows:**

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

By consensus, nominations to the sesquicentennial committee were forwarded to the Personnel Committee for recommendation. Vice Chairman Weiss expressed interest in serving on this committee. Chairman Hobert requested periodic updates from the sesquicentennial committee.

*On January 10, 2011 at 11 am, Chairman Hobert called for a moment of silence to reflect upon the recent tragedy in Arizona.*

### *2035 Transportation Plan*

Summary January 10, 2011: Chuck Johnston reviewed the draft letter provided in the meeting materials. He advised that he had received confirmation of specific points from Chris Price NSVRC. Highlights of review include:

- Item 32: change to oppose widening Westwood lanes to 22 feet or 11 feet each.
- Item 37: Chuck Johnston noted that no indication of length is provided. Supervisor Staelin asked to include statement of support for widening the road as far as Ramsburg Lane.
- Cross through project 35.
- Item 36 will become 35.
- Old Charlestown Road – oppose widening lanes to 24 feet.
- Item 45 - widening to three lanes is not supported. Chuck Johnston instructed to seek opinion from the Town of Berryville.
- Item 46: Chuck Johnston will clarify.
- Boyce issues were discussed at the most recent Town Council meeting and a resolution has been drafted in support of Item 47 and opposed to Items 48 and 49. Chuck Johnston shall add to the Board of Supervisors position “addition of a light over time as warranted.”



- Before the next regular meeting, Chuck Johnston was instructed to seek clarification and make revision to letter and project list.

At the January 18, 2011 Regular Meeting, Chuck Johnston reviewed the letter as revised at the Supervisor’s direction at the January 10, 2011 Work Session.

**Supervisor Staelin moved to approve the current draft of the 2035 Transportation Plan letter to Christopher Price, NSVRC. The motion carried as follows:**

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

2011 January 18

Christopher Price, Executive Director  
Northern Shenandoah Valley Regional Commission  
103 East Sixth Street  
Front Royal, VA

RE: Proposed 2035 VDOT Rural Long Range Transportation Plan

Thank you for the opportunity to comment on VDOT’s 2035 draft plan for this region, which includes Clarke County. The County Board of Supervisors understands that the recommendations in this Plan were based on the Comprehensive Plans for each jurisdiction and extrapolation of the number of vehicle trips. The Board does not believe that the Comprehensive Plan of Clarke County, which goes to great effort to limit rural residential development and focus development where access is already available, justifies the major projects recommended.

The Board is particularly opposed to:

1. the widening of Route 7 to six lanes. It is the Board’s understanding that the 20-year transportation plans in Frederick and Loudoun Counties do not show additional lanes on Route 7, making this proposal illogical. The lack of any specific proposals to provide for shared ridership, through projects such as a Park & Ride facility in the Route 7 corridor close to trip origins, is a major deficiency. The general goal in the Plan in support of ride-sharing/transit facilities has no meaning without specific implementing projects. The Board would support efforts to create turn lanes, and to consolidate median crossover and driveways, where agreed to by property owners.
2. the widening of Route 340 to four and six lanes. The above comments regarding ride sharing, turn lanes, and consolidation of crossovers and driveways are also

- applicable to this corridor. This project's disruption to the communities of Berryville and Boyce would be devastating and fail cost/benefit analysis.
3. the widening of Route 723 to three lanes in Boyce. Such a project would encourage higher speeds where traffic calming is the goal and devastate the physical and qualitative character of a quintessential small town.
  4. the widening of rural road lanes on five secondary routes to 12 feet and on three routes to 11 feet. Rather than making rural road safer, such work would encourage higher speeds making the roads less safe. Interstate highway lanes are 12 foot wide; such a width on rural roads is unnecessary. In most instances, shoulder improvements would improve safety without encouraging higher speeds.

The Board requests these improvements be stricken from the 2035 Plan.

The Board supports the intersection improvements for Rts 7 & 657, Rts 340 & 612, Rts 340 & 50, and Rts 340 & 522. In addition, the Board strongly supports improvements to West Main Street (Rt 7 Bus), Westwood Road (Rt 636), and Mosby Blvd, adjacent to the new Clarke County High School on the west side of Berryville. In the Town of Berryville, the Board supports the North Church Street (Rt 616) improvements if they connect to Fairfax Street (Rt 1016) instead of Bundy Street. The Board also supports an additional project: the extension of Jack Enders Blvd (Rt 613), for .25 miles from the Norfolk Southern Railroad to Rt 340. This connection will complete one of a network of streets designed to relieve congestion of the Main Street (Rt 7 Bus) and Buckmarsh Street (Rt 340) intersection.

In short, the wholesale reconstruction of Routes 7, 340, and 723 for additional lanes is simplistic, short sighted, and financially unrealistic. Further, most of the Secondary Road improvements are only necessary, in our view, to meet a general standard and do not reflect local conditions.

The following attached provides the Board's draft comments on each specific proposal. Again thank you for this opportunity. The Board looks forward to working with VDOT on this issue.

Regards,

David L. Ash  
County Administrator

Comments from Clarke County Board of Supervisors on 2035 Transportation Plan Projects

2011 January 18

1. Rts 340 and 657 – Lord Fairfax Hwy / Senseny Rd intersection: add turn lanes (no light)  
Support
2. Rts 7 and 612 – Harry Byrd Hwy / Shepherds Mill Rd: close some driveways, reconstruct/widen Support lanes, lengthen turn lanes, add light

3. Rts 340 and 611 – Lord Fairfax Hwy and Summit Point Rd intersection: deficient design w/ low priority: monitor  
No comment
4. Rts 7 Bypass and Business – Harry Byrd Hwy and West Main intersection: deficient design w/ low priority: monitor  
No comment
5. Rts 7 and 653 – Harry Byrd Hwy and Kimble Rd intersection: deficient design w/ low priority: monitor  
No comment
6. Rts 7 and 632 – Harry Byrd Hwy and Triple J/Crums Church Rds intersection: deficient design w/ low priority: monitor  
No comment
7. Rts 50 and 601 – John Mosby Hwy and Blue Ridge Mtn Rd intersection: deficient design w/ low priority: monitor  
No comment
8. Rts 340/522 and 277 – Stonewall Jackson Hwy / Lord Fairfax Hwy intersection: close some driveways, add thru lanes and  
Support turn lanes, modify light timing
9. Rts 50 and 340 – John Mosby Hwy and Lord Fairfax Hwy intersection: close some driveways, add thru lanes and  
Support turn lanes, modify light timing, monitor to determine if interchange is warranted
10. Rt 340 – Lord Fairfax Hwy: south leg of Double Tollgate intersection widen to six lanes  
Support
11. Rt 340 – Lord Fairfax Hwy: from DT intersection to south of Waterloo intersection widen to six lanes  
Oppose
12. Rt 277 – Lord Fairfax Hwy: west leg of Double Tollgate intersection widen to four lanes  
Support
13. Rt 340 – Lord Fairfax Hwy: north leg of Waterloo intersection widen to four lanes  
Support
14. Rt 340 – Lord Fairfax Hwy: from Rt 620 (Pyletown/Browntown Rds) to Rt 255 (Bishop Meade Rd) widen to four lanes  
Oppose
15. Rt 340 – Lord Fairfax Hwy: from Rt 255 (Bishop Meade Rd) to Rt 657 (Senseny Rd) widen to four lanes

Oppose

16. Rt 340 – Lord Fairfax Hwy: from Rt 657 (Senseny Rd) to South corp limits of Berryville widen to four lanes

Oppose

17. Rt 7 – Harry Byrd Hwy: from Frederick County line to Rt 7 Business (West Main) widen to six lanes

Oppose

18. Rt 7 – Harry Byrd Hwy: from Rt 7 Business (West Main) to Rt 340 (Lord Fairfax Hwy) widen to six lanes

Oppose

19. Rt 7 – Harry Byrd Hwy: from Rt 340 (Lord Fairfax Hwy) to Rt 612 (Shepherds Mill Rd) widen to six lanes

Oppose

20. Rt 7 – Harry Byrd Hwy: from Rt 612 (Shepherds Mill Rd) to Rt 603 (Castleman Rd) widen to six lanes

Oppose

21. Rt 7 – Harry Byrd Hwy: from 603 (Castleman Rd) to Rt 606 (River Rd) widen to six lanes

Oppose

22. Rt 7 – Harry Byrd Hwy: from Rt 606 (River Rd) to Loudoun County line widen to six lanes

Oppose

23. Rt 601 – Blue Ridge Mtn Rd from Rt 50 (John Mosby Hwy to 4.5 miles of Rt 50) widen existing lanes

Oppose

24. Rt 601 – Blue Ridge Mtn Rd from 4.5 miles of Rt 50 to Rt 605 (Morgans Mill Rd) widen existing lanes

Oppose

25. Rt 601 – Blue Ridge Mtn Rd from Rt 605 (Morgans Mill Rd) to Loudoun County line widen existing lanes

Oppose

26. Rt 601 – Raven Rocks Rd from Loudoun County line to WVA state line widen existing lanes

Oppose

27. Rt 606 – River Road Rd from Rt 607 (Saw Mill Hill Rd) to Rt 7 (Harry Byrd Hwy) widen existing lanes

Oppose

28. Rt 723 – Old Winchester Rd from Frederick County line to North corp limits of Boyce widen existing lanes

Oppose

29. Rt 723 – Millwood Rd from South corp limits of Boyce to Rt 255 (Bishop Meade Rd) widen existing lanes

Oppose

30. Rt 657 – Senseny Rd from Frederick County line to Rt 634 (Salem Church Rd) widen existing lanes

Oppose

31. Rt 657 – Senseny Rd from Rt 634 (Salem Church Rd) to Rt 340 (Lord Fairfax Hwy) widen existing lanes

Oppose

32. Rt 636 – Westwood Rd from Rt 7 Business (West Main) to Rt 657 (Senseny Rd)  
widen existing lanes

Oppose

33. Rt 611 – Summit Point Rd from Rt 340 (Lord Fairfax Hwy) to WVA state line  
widen existing lanes

Oppose

34. Rt 761 – Old Charlestown Rd from Frederick County line to Rt 632 (Crums Church Rd)  
widen existing lanes

Oppose

35. Rt 761 – Old Charlestown Rd from Rt 632 (Crums Church Rd) to WVA state line  
widen existing lanes

Oppose

36. Rt 632 – Crums Church Rd from Rt 639 (Allen Rd) to Rt 761 (Old Charlestown Rd)  
widen existing lanes

Oppose

37. Rt 636 – Westwood Rd from south of Rt 7 Business (West Main)  
widen to three lanes

Support to a distance of .45 miles south of Rt 7 Bus

38. Rt 723 – Millwood Rd, bridge at Page Brook replace bridge

Support

39. Rt 604 – Ebenezer Rd from Rt 605 (Morgans Mill Rod to Rt 607 (Saw Mill Hill Rd)  
reconstruct/pave road

Support

40. Rt 340 – Lord Fairfax Hwy thru Waterloo Tollgate intersection widen to four lanes  
(rural)

Support

41. Rt 7 Business – West Main from Rt 7 (Harry Byrd Hwy) to West corp limits of Berryville  
widen to three lanes (urban)

Support

Berryville

42. Rts 340 and 7 Business – Buckmarsh St / Main St intersection deficient design w/  
low priority: monitor

No comment

43. Rt 340 – Buckmarsh St from South corp limits of Berryville to Rt 7 Business (Main St)  
widen to four lanes (w/ median)

Oppose

44. Rt 616 – Bundy/Church Sts from Rt 1005 (Liberty St) to Rt 340 (Buckmarsh St)  
build/widen lanes

Support if Bundy Street is replaced by Fairfax Street (Rt 1016)

45. Rt 7 Business – West Main St from West corp limit to Buckmarsh St  
widen to three lanes (urban)

Support

46. Rt 7 Business – East Main St from Rt 340 (Buckmarsh St) to Rt 7 (Harry Byrd Hwy)  
widen to three lanes (urban)

Support

**New project:** Rt 613 – Jack Enders Blvd: extending two-lane urban section .25 miles from Norfolk Southern RR to Rt 340. This connection will complete one of a network of streets designed to relieve congestion of the Main Street (Rt 7 Bus) and Buckmarsh Street (Rt 340) intersection.

Support

Boyce

47. Rt 340/723 intersection add stop bars/ add left turn lanes on Main/ signalize  
Support with signalization provided when future with increased traffic volumes warrant

48. Rt 723 – Main St widen to three lanes (urban)

Oppose

49. Rt 340 – Greenway Ave widen to four lanes (with median)

Oppose

### *Mosby Boulevard Status*

Summary January 10, 2011: David Ash provided the Board with the most current map provided by VDOT reflecting the most recent modification to the Mosby Boulevard project. He noted:

- This revision of the VDOT project map will be the one available to the public during the VDOT public hearing.
- Water lines were not shown on the most recent project map however he had been assured that there were no conflicts.
- Drainage/stormwater changes including ditch lines, drainage, drop inlets, storage, etc. advising that the Schools must maintain access to the ponds by VDOT.
- Relocation of a stormwater pond impacted a neighboring property.
- Greenhouse is closely located to a VDOT drainage easement.
- Changes to the bicycle path.

### *Fiscal Agency Discussion*

Summary January 10, 2011: David Ash advised that the Joint Building Committee had met and reviewed the Fiscal Agency agreement drafted by Robert Mitchell and had recommended approval to their respective governing bodies.

Tom Judge responded to the Supervisor's queries covering expense tracking, factors to determine cost division, maintenance fees, grounds maintenance, charge for fiscal agency – amount to be determined pending on the agreement, inclusion of Central Reception in the shared costs, clarified that the Library is not a shared cost, etc.

David Weiss advised that David Ash would be continuing as Joint Building Committee Chair and Building Manager.

David Ash stated that the first priority for the Joint Building Committee was to move forward the fiscal agency agreement then move on to the other matters of cost division.

By consensus, the matter was referred to the January 18, 2011 Consent Agenda.

*Construction Close Out and Settlement*

Summary January 10, 2011: Robert Mitchell distributed the revised, executed documents advising that outstanding issues at the time the Supervisors previously approved a settlement agreement with Brechbill and Helman Construction had been resolved. Highlights of his review included:

- The agreement has been executed by Brechbill and Helman.
- Distributed extended warranty from Miller and Anderson.
- Brechbill and Helman is looking specifically to the engineer for direction on how to reverse coils.
- Written confirmation of installation of vapor barrier was provided.
- Affidavit and Indemnity agreement executed with out change by Brechbill and Helman.

Supervisor Staelin moved to approve the agreements in present form and authorize Chairman Hobert and David Ash to execute the documents. The motion carried as follows:

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

*Clarke County Sheriff's Office Leave Liability*

Summary January 10, 2011: This item was added at the Work Session. Sheriff Tony Roper appeared before the Supervisors to address the matter of leave liability for his department. He distributed and reviewed a prepared memorandum including current leave policy, Virginia Code, current leave liability figures and minutes of administrative staff meetings. Highlights include:

- Sheriff's Department overtime is paid in compensation time however limited staff impairs the ability to reduce leave levels.
- Over the past five years, it has been difficult to reduce leave.
- Limited staff requires replacement coverage adding overtime and build up of comp time.
- Reducing scheduled hours or paying out excess leave could resolve leave liability.
- Leave payouts were given by the previous Sheriff and recently authorized by Warren County to address their leave issue.
- The Sheriff is opposed to reducing coverage.
- Would like to annually devote funds to address such situations.
- The matter was referred to the Finance Committee.

There being no further business to be brought before the Board at 11:55 am Chairman Hobert adjourned the Board of Supervisors Work Session.

### Finance Committee

Tom Judge appeared before the Supervisors to review the Finance Committee recommendations from the January 10, 2011 meeting.

#### *Supplemental Appropriations.*

Clarke County Public Schools: The School Supplemental will be addressed as PH 11-02 "Be it resolved that public hearing be set on the question as to whether \$151,447 unspent by the School Board in FY10 should be appropriated to the School Board for capital expenditure in FY11."

Double Tollgate Project: Subsequent to review on January 10, 2011, the Finance Committee recommends acceptance: "Be it resolved that the FY11 General Government Capital Projects budgeted expenditure be increased \$25,000, and the same appropriated, that revenue from the Commonwealth of Virginia in the amount of \$25,000 be recognized, and that budgeted capital expenditures for economic development in the amount of \$12,100 be transferred to the Double Tollgate Project, all for the purpose of conducting a study."



At the January 18, 2011 Regular Meeting, **Supervisor Dunning** moved to accept **“Be it resolved that the FY11 General Government Capital Projects budgeted expenditure be increased \$25,000, and the same appropriated, that revenue from the Commonwealth of Virginia in the amount of \$25,000 be recognized, and that budgeted capital expenditures for economic development in the amount of \$12,100 be transferred to the Double Tollgate Project, all for the purpose of conducting a study.”**

**The motion carried as follows:**

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

#### *Transfer*

Summary January 10, 2011: The Finance Committee took no action on the Virginia Association of Counties request for financial assistance in its effort to defeat legislation concerning the appeal of tax assessments.

#### *FY12 Budget Calendar*

Summary January 10, 2011: The Finance Committee recommends approval of the FY12 budget calendar.

At the January 18, 2011 Regular Meeting, **Supervisor Staelin** moved to approve **the FY12 Budget Calendar. The motion carried as follows:**

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

#### *Virginia Regional Transit Route Extension*

Summary January 10, 2011: The Finance Committee took no action on this matter.

*Acceptance of November Bills and Claims.*

Summary January 10, 2011: The Finance Committee recommends acceptance of the December 2010 Bills and Claims report. Questions were raised about the Legal Services and Victim Witness accounts. JAS is reorganizing these two accounts, and the V-stop grant, and hopes to eliminate most, if not all, of the overages without supplemental appropriation.

At the January 18, 2011 Regular Meeting, **Vice Chairman Weiss moved to accept the December Bills and Claims. The motion carried as follows:**

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

*Standing Reports*

Reconciliation of Appropriations; General Fund Balance; General Fund Expenditure Summary were provided for information.

**Government Projects Update**

David Ash provided the following highlights:

- Berryville Clarke County Government Center: Negotiations are underway.
- Circuit Courthouse: Detail of change orders is being prepared per RDA's requirements.
- Citizen's Convenience Center: Response from Chester Engineers on Convenience Center has been received. Chairman Hobert requested that the matter be placed on the February Work Session agenda.

**Miscellaneous**

May 2011 Board of Supervisors Regular Meeting Date

John Staelin advised that he would not be available for the scheduled May 17, 2011 Regular Meeting.

Chairman Hobert instructed the Supervisors to review their calendars specifically looking at May 10, the date of the regularly scheduled Work Session. He instructed staff to place the matter on the February 15, 2011 Regular Meeting for review.

### Summary Of Required Action

<u>Item</u>	<u>Description</u>	<u>Responsibility</u>
1.	Correct and process approved minutes.	Lora B. Walburn
2.	Process Resolution 11-01R.	Lora B. Walburn
3.	Process proposed alternative onsite sewage systems regulations letter to Allen Knapp.	Lora B. Walburn
4.	Execute Fiscal Agency agreement.	J. Michael Hobert
5.	Review letter drafted by the Clarke County Farm Bureau and prepared for the Supervisors endorsement of retaining the local Virginia Cooperative Extension office. Provide recommendation at the next Work Session.	David Ash
6.	Take recommendations presented by Alison Teetor and, with her assistance, develop job descriptions and task lists for building energy managers. Further to work with Maintenance to address implementation of programmable thermostats and other retrofits.	David Ash / Alison Teetor
7.	Advertise public hearing.	Lora B. Walburn
8.	Process appointments.	Lora B. Walburn
9.	Add nominations to the sesquicentennial committee to the February Personnel Committee agenda .	David Ash
10.	Complete mailing of Appointee Information Feedback questionnaire.	Lora B. Walburn
11.	Execute and forward 2035 Transportation Plan response to Chris Price NSVRC.	David Ash
12.	Update database with 2011 Board of Supervisors Committee Appointments.	Lora B. Walburn
13.	Review and determine how to best capture summary minutes of the January 10, 2011 Work Session.	David Ash
14.	Update the affected calendars with the dates approved on the FY12 Budget Calendar.	Susanne Vaughan

<u>Item</u>	<u>Description</u>	<u>Responsibility</u>
15.	Place review of the Citizen Convenience Center on the February Work Session agenda.	David Ash
16.	Place May 2011 Board of Supervisors Regular Meeting Date discussion on the February 15, 2011 Regular Meeting agenda.	David Ash
17.	Process Ordinance for TA-10-13.	Chuck Johnston / Lora B. Walburn

Closed Session with Robert Mitchell § 2.2-3711-(A)(7) briefings by staff members or consultants pertaining to actual or probable litigation and consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel.

**Supervisor Byrd moved to convene into Closed Session pursuant to 2.2-3711-(A)(7).**

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

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

**Supervisor Staelin 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:**

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

No action was taken on matters discussed in closed session.

**Board Member Committee Status Reports**

Clarke County Industrial Development Authority by John Staelin

- Meets tomorrow for its annual organizational meeting.
- Discussing the hire of a consultant to give advise on specific economic development ideas.

Economic Development Advisory Committee by John Staelin

- Meets tomorrow for its annual organizational meeting.

Department of Social Services Board by Barbara Byrd

- Meets tomorrow.

Barns of Rose Hill by Barbara Byrd

- Meets tomorrow at 4 pm.

Conservation Easement Authority by David Weiss

- Program is going well – currently, there are more applicants than available funds.

Joint Building Committee by David Ash

- Meetings continue with priority given to resolving building issues.
- Review of building use has been given a high priority.

Parks and Recreation Advisory Council by J. Michael Hobert

- Meetings have been changed to quarterly and more often as needed.
- Exploration of creating a Park board focused on raising private funds has been placed on hold.

At 4:16 pm Chairman Hobert recessed the meeting until 6:30 pm.

At 6:30 pm Chairman Hobert reconvened the meeting.

**Citizens Comment Period**

No citizens present desired to address the Supervisors.

**PH 11-01 TA-10-13**

The Clarke County Planning Commission recommends the amendment of the County Zoning Ordinance:

- Sect 3-A-12-c, Neighborhood Commercial Yard Setbacks, so as change minimum street setbacks to maximum setbacks on parcels of less than 1.5 acres and no required street setbacks for parcels of 1.5 to 3 acres,
- Sect 3-A-12-d, Neighborhood Commercial Maximum Height, so as to limit structure height to two stories, in addition to the current limit of 30 feet,
- Sect 3-A-13-e, Highway Commercial Maximum Height, so as to limit structure height to three stories, in addition to the current limit of 40 feet;
- Sect 3-C-2, Supplementary Regulations for Uses in Various Districts, so as to modify the regulations for Country Inns, so as that the maximum number of guest rooms is increased from 12 to 15;

- Section 9-B, Definitions, so as to delete a portion of the definition of "Country Inns", transferring this text to Supplementary Regulations.

Chuck Johnston summarized the proposed text amendment.

Supervisor Staelin asked for specific neighborhood commercial properties noting that those in Millwood have a more uniform appearance. Chuck Johnston offered locations of these zoned properties in Millwood, White Post, Pine Grove, and Shenandoah Farms.

Supervisor Staelin clarified that the proposed legislation affected no vacant lots.

At 6:40 pm Chairman Hobert opened the public hearing for public comment. There being no persons present desiring to address the Board the public comment portion of the public hearing was closed.

Supervisor Staelin stated that generally speaking he does not agree with over regulation however he does support regulating certain characteristics

Vice Chairman Weiss expressed his support for the increase of rooms for country inns from 12 to 15 that would allow greater opportunity to improve income.

**Supervisor Staelin moved to approve TA-10-13 as presented. The motion was approved by the following vote:**

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

ORDINANCE  
10-16ORD  
(Approved 2011 January 18)

At a regular meeting of the Board of Supervisors of Clarke County, Virginia, held at the Town/County Government Center on 2011 January 18 at 6:30 p.m. On motion by Supervisor Staelin, the Board of Supervisors (Byrd-Aye; Dunning-Absent; Hobert-Aye; Staelin-Aye; Weiss-Aye) approved the proposed Text Amendment of the Clarke County Zoning Ordinance.

**WHEREAS**, the Clarke County Zoning Ordinance is established to protect the health, safety, and welfare of the community;

**WHEREAS**, in the Neighborhood Commercial District, the minimum front setback requirement of 35 feet on small parcels created non-conforming buildings on all 17 of the parcels in this district that are than 1.5 acres or less in area;

**WHEREAS**, a maximum setback of 35 feet for parcels of less than 1.5 acres would ensure that any new construction would be consistent with the pattern of development on such parcels;

**WHEREAS**, it was also noted that structures on the four parcels of 1.5 to 3 acres were either just under the 35 foot front setback or just over, so having no minimum nor maximum front yard setback for such parcels would be consistent with their variable circumstances;

**WHEREAS**, there is currently a maximum height limit of 30 feet in the Neighborhood Commercial and 40 feet in the Highway Commercial Zoning Districts;

**WHEREAS**, maintaining an appropriate scale of structures and the intended character of these districts would be better achieved if a limit on the number of stories was applied, in addition to the number of feet; and

**WHEREAS**, a limited increase in the number of rooms for overnight accommodations in the rural areas of the County would improve the potential economic viability of such uses without unduly impacting adjacent rural uses;

**NOW THEREFORE BE IT ORDAINED THAT**, the following section of the County Zoning Ordinance be amended:

The Clarke County Planning Commission recommends the amendment of the County Zoning Ordinance:

- Section 3-A-12-c, Neighborhood Commercial Yard Setbacks, so as change minimum street setbacks to maximum setbacks on parcels of less than 1.5 acres and no required street setbacks for parcels of 1.5 to 3 acres,
- Section 3-A-12-d, Neighborhood Commercial Maximum Height, so as to limit structure height to two stories, in addition to the current limit of 30 feet,
- Section 3-A-13-e, Highway Commercial Maximum Height, so as to limit structure height to three stories, in addition to the current limit of 40 feet;
- Section 3-C-2, Supplementary Regulations for Uses in Various Districts, so as to modify the regulations for Country Inns, so as that the maximum number of guest rooms is increased from 12 to 15;
- Section 9-B, Definitions, so as to delete a portion of the definition of “Country Inns”, transferring this text to Supplementary Regulations.

Attest:  
TA-10-13

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

*See the following for the specific changes.*

**ZONING ORDINANCE TEXT AMENDMENT**

Text to added showed *in bold Italics*

Text to be deleted showed ~~struck through~~



3 DISTRICT REGULATIONS  
3-A SCHEDULE OF DISTRICT REGULATIONS

3-A-12 Neighborhood Commercial District (CN)  
3-A-12-c Minimum Yard Requirements

1. **Minimum Yard Requirements**

a. **For parcels of any area**

i. From all property lines of properties zoned AOC, FOC or Rural Residential:  
25 feet

ii. From intermittent streams: 50 feet

iii. From perennial streams & springs: 100 feet

b. **For parcels larger than 3 acres**

i. From the edge of any street or right-of-way 50 feet or greater in width: 35 feet

ii. From the centerline of any street or right-of-way less than 50 feet in width: 60 feet

2. **Maximum Yard Requirements**

a. **For parcels of less than 1.5 acres**

i. **From the edge of any street or right-of-way 50 feet or greater in width: 35 feet**

ii. **From the center line of any street or right-of-way less than 50 feet in width: 60 feet**

b. **For parcels with frontage on more than one street, the maximum yard requirement shall be applied to only one street or right of way to be determined by the Zoning Administrator based on the following site conditions: access, topography, and the pattern of development on the subject property and adjacent properties.**

3-A-12-d Maximum Height of All Structures: 30 feet **and two stories (not including basements as defined by the Commercial Building Code)**, except as otherwise provided

3-A-13 Highway Commercial District (CH)  
3-A-13-e

Maximum Height of All Structures: 40 feet **and three stories (not including basements as defined by the Commercial Building Code)**, except as otherwise provided

3 DISTRICT REGULATIONS  
3-C SUPPLEMENTARY REGULATIONS

3-C-2 Uses in Various Districts

3-C-2-g Country Inn:

1. **An establishment offering, for compensation to the public, not more than 15 guestrooms for transitory lodging or sleeping accommodations of not more than 14 days of continuous occupancy.**

2. ***As accessory uses to a Country Inn, meal service and/or permanent place(s) of public assembly may be provided. The total maximum capacity of areas used for meal service and/or permanent places of public assembly shall be 149 people and as regulated by the Virginia Department of Health.***
3. One bathroom shall be provided per each bedroom in structures less than 50 years old or one bathroom shall be provided per each two bedrooms in structures 50 years or older.
4. Any need for parking shall be met off the street and other than in a required front yard, and shall conform in all other ways with the provisions of Section 4-J of this Ordinance;
5. No equipment, process, or vehicles which create unreasonable noise, vibration, glare, fumes or odors which are detectable to the normal sense off the premises shall be permitted;
6. The structure satisfies all applicable requirements of the Commonwealth of Virginia and the local Health Official;
7. All applicants for a country inn in an AOC zoning district shall accept the fact that adjoining agricultural land, due to fertilizing, manure spreading, lime spreading, feedlots, and other farming methods may produce offensive odors.
8. In the AOC or FOC Zoning Districts, a country inn shall be allowed only as an accessory use to a Single Family Detached Dwelling. Guestrooms shall be located in or attached to such a dwelling. For parcels larger than 20 acres, the Single Family Detached Dwelling may be the principal dwelling on the property and/or a tenant house. The defined accessory uses of meal service and/or permanent place(s) of public assembly shall be located in or attached to such a Single Family Dwelling.
9. Events, as defined by Clarke County Code Chapter 57, shall obtain all necessary approvals.

## 9 DEFINITIONS

### 9-B DEFINITIONS

9-B-46 COUNTRY INN: An establishment offering, for compensation to the public ~~not more than 12, guestrooms for transitory lodging or sleeping accommodations of not more than 14 days of continuous occupancy.~~ As accessory uses to a Country Inn, meal service and/or permanent place(s) of public assembly may be provided. ~~The total maximum capacity of areas used for meal service and/or permanent places of public assembly shall be 149 people and as regulated by the Virginia Department of Health.~~ The term Country Inn includes Tourist Home, Guest Ranch, Guest Farm, or other similar use.

PH 11-02 "Be it resolved that public hearing be set on the question as to whether \$151,447 unspent by the School Board in FY10 should be appropriated to the School Board for capital expenditure in FY11."

Tom Judge reviewed the Schools' request for re-appropriation of funds remaining at the end of FY2010. He drew the Supervisor's attention to the document distributed earlier in the day by Mike Murphy, School Superintendent, *CCPS FY10 in FY11 Capital Request – Page 1*, specific to the matter set for public hearing.

At 6:44 pm Chairman Hobert opened the public hearing for public comment. There being no persons present desiring to address the Board the public comment portion of the public hearing was closed.

Vice Chairman Weiss put forward that the explanation given earlier in the day by the School Superintendent was very thorough and answered all his questions.

**Supervisor Byrd “Be it resolved that public hearing be set on the question as to whether \$151,447 unspent by the School Board in FY10 should be appropriated to the School Board for capital expenditure in FY11.” The motion was approved by the following vote:**

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

**Adjournment**

There being no further business to be brought before the Board at 6:50 pm Chairman Hobert adjourned the Board of Supervisors meeting.

**Next Regular Meeting Date**

The next regular meeting of the Board of Supervisors is set for Tuesday, February 15, 2011 at 1:00 p.m. in the Main Meeting Room, 101 Chalmers Court, 2<sup>nd</sup> Floor, Berryville, Virginia.

ATTEST: January 18, 2011

\_\_\_\_\_  
David S. Weiss, Vice Chair

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

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

# Clarke County Board of Supervisors

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## Consent Agenda

- Proclamation In Memory of John Rector Friant, Senior

# Clarke County Board of Supervisors



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

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

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

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

White Post Voting District  
A.R. Dunning  
(540) 837-1719

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

## PROCLAMATION IN MEMORY OF John Rector Friant, Senior December 3, 1919 to January 16, 2011

**WHEREAS**, John R. Friant, Sr., as a local business owner and employer, contributed to the economic stability of the community;

**WHEREAS**, Mr. Friant was an active participant in the Clarke County Chamber of Commerce and Ruritan Club. He further served the community on the boards of the Clarke County Library Advisory Council, The Barns of Rose Hill, Grafton School, original member of the Clarke County Industrial Development Authority, member and first Chairman of the Clarke County Planning Commission established in July 1956, and a founding board member of Heritage Child Development Center;



**WHEREAS**, his initiatives include Clarke County Recreational Center, the Route 7 Triangle Beautification Project, expanding and improving the Library by moving it to the Joint Government Center, Dictionary Project, development of the first County Zoning ordinances during his tenure on the Planning Commission, and the international guest program at the Annual Ruritan County Fair.

**WHEREAS**, in 1998 Mr. Friant was awarded The Clarke County Citizen of the Year.

**NOW, THEREFORE BE IT RESOLVED**, the Clarke County Board of Supervisors does hereby issue this proclamation in remembrance of John Rector Friant, Senior, a respected citizen of Clarke County and an active participant in civic affairs and in recognition of his excellent character, citizenship, and dedicated service to the citizens of the County.

**IN WITNESS THEREOF**, I have set my hand and caused the seal of the County of Clarke, Virginia to be affixed this 15<sup>th</sup> day of February 2011.

Attest:

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

# Clarke County Board of Supervisors

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## Citizen Comment Period

Clarke

lwalburn@clarkecounty.gov

[± Font Size ▾](#)

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## Clarke County Board of Supervisors Report - February 15, 2011

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**From :** Edwin Carter <Edwin.Carter@VDOT.Virginia.gov>

Wed, Feb 09, 2011 03:20 PM

**Subject :** Clarke County Board of Supervisors Report - February 15, 2011

**To :** dash@clarkecounty.gov

**Cc :** Jerry Copp <Jerry.Copp@VDOT.Virginia.gov>

Dave, the following is the report for the Board of Supervisors meeting on February 15, 2011. I have a scheduling conflict on that date but Jerry is planning to attend should you have any questions.

### Maintenance:

Work completed in January - Used contractors to conduct pipe cleaning operations on the lower section of Route 605; Performed brush cutting on Route 612 from Route 608 to Route 603; Conducted Boom Ax operations along Route 644 between Route 658 and Route 624; Responded to pot hole repair request along various routes in the County; Conducted routine functions of hazardous tree removal, carcass pickup and responded to winter storms.

Work planned for February - Continue brush cutting operations on Route 612 and contractor brush cutting on various other secondary routes in the county; Conduct Boom Ax operations along Route 658 and Route 638; Perform pipe cleaning operations in mountain area; Perform shoulder and pot hole repair on various primary and secondary routes in the County.

### Other Projects:

Route 636, Mosby Road - All comments have been received from the public hearing and a copy has been forwarded to the County. Response summaries on the comments are being drafted to send to the Chief Engineer. Meetings have been held with the utility companies and the information is being incorporated into the design process. A preliminary estimate has been provided to the County for the addition of street lighting beyond the intersection of the round-a-bout.

Route 604, Ebenezer Road - Status unchanged.

Route 723, Town of Boyce, Revenue Sharing Project - Status unchanged.

*Ed*

Edwin Z. Carter  
Program Manager  
VDOT-Edinburg Residency  
(540) 984-5605  
Fax (540) 984-5607  
Edwin.Carter@VDOT.Virginia.Gov



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

RECEIVED JAN 18 2011

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

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

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

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





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

Blue Ridge Hunt Point to Point

Name of Event

Woodley Farm, Briggs Rd

Location of Event

Blue Ridge Hunt

Applicant Name and Organization if applicable [Please Print]

PO Box 96 Boyce Va 22620

Applicant/Organization Address [Please Print]

540 837-1338

Telephone No.

Fax No.

Email Address

Date[s]: Mar 12 2011

Event No.: 1

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

Estimate the number of Attendees (Maximum expected) 750

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

**Special Event Type and Permit Fees**

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

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

For Multiple Years

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

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

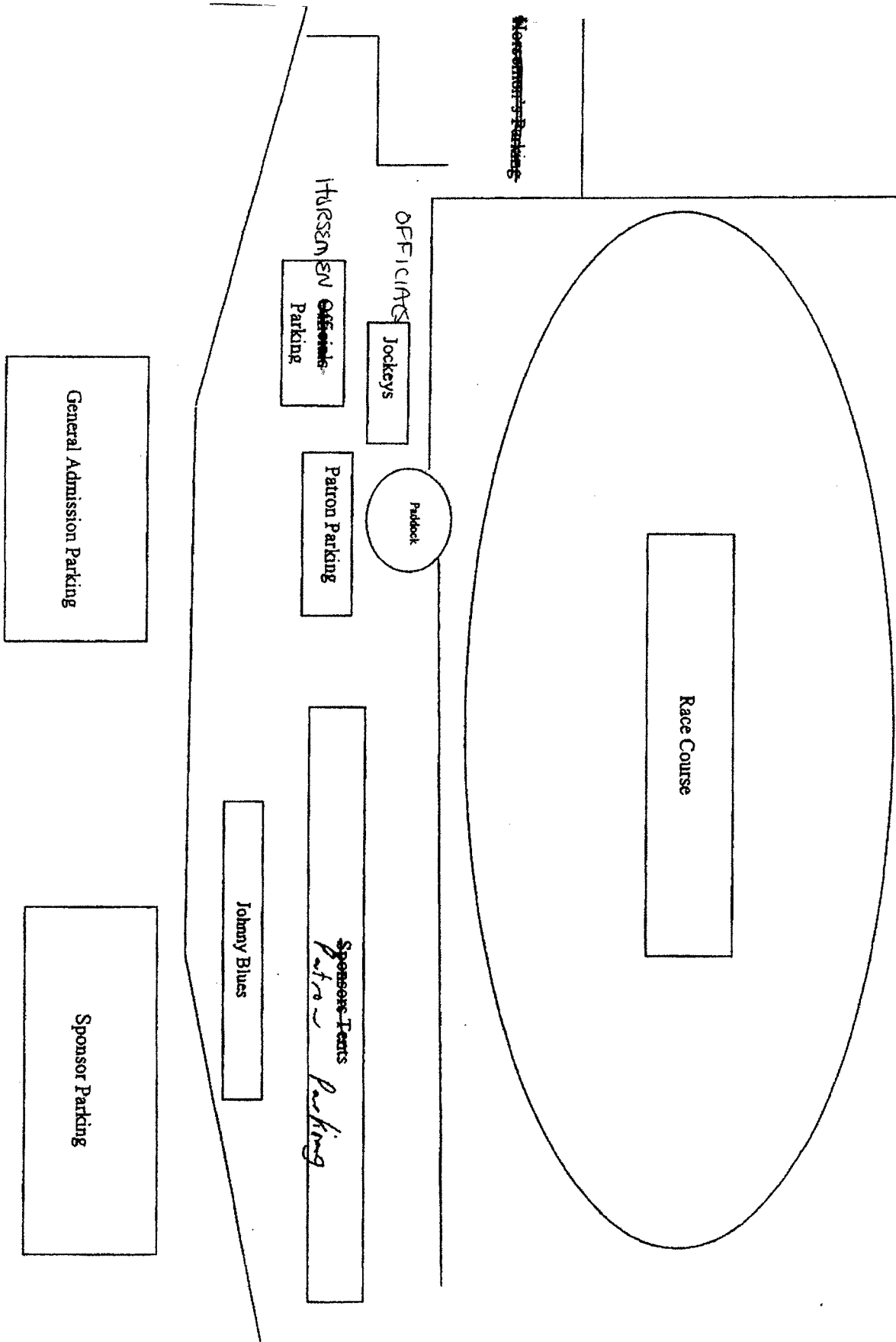
Type	Event	No. Events In Application	Fee
<input type="checkbox"/>	<b>Small Special Event</b> – Special Events for 150 to 499 persons attending five [5] or fewer event days per calendar year.	One [1] Event Application Two [2] or More Events In An Application Up to Five [5]	\$100 \$100 1st Event Application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

**Instructions and Notes:**

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

**§ 57-4 Scaled Drawing**

- Medium and Large Events – attach drawing depicting the following:       Small Event: Not required.
- (a) The areas for performances or activities and for grandstands or seats, showing the location of all aisles for pedestrian travel and other crowd-control measures.
  - (b) All physical facilities existing or to be constructed on the premises, including, but not limited to, fences, ticket booths, grandstands, and stages.
  - (c) The location, capacity, and nature of all temporary lighting, sound, and public address facilities.
  - (d) The location, capacity, and nature of all temporary water, toilet, and all other public health-related facilities.
  - (e) Vehicle ingress, egress, and parking plan, to include emergency vehicle access.



## § 57.7. Special Event Requirements

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

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

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

### General Information:

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

Date(s) and time(s) of the event: \_\_\_\_\_

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

\_\_\_\_\_

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

Statement of the plan for controlling admission to the event: \_\_\_\_\_

\_\_\_\_\_

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

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

Certificate of insurance attached.  No  Yes

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

### Adjoining Property Owners.

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



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
12/29/2010

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Moore, Clemens & Company, Inc. 101 West Market Street P.O. Box 430 Leesburg VA 20178		<b>CONTACT NAME:</b> PHONE (A/C, No, Ext): 703.777.1275      FAX (A/C, No): 703.771.1407 E-MAIL ADDRESS: PRODUCER CUSTOMER ID #:	
<b>INSURED</b> The Blue Ridge Hunt PO Box 96 Boyce VA 22620		<b>INSURER(S) AFFORDING COVERAGE</b> <b>NAIC #</b> INSURER A : CINCINNATI SURPLUS INSURER B : CINCINNATI INS. CO. INSURER C : NATIONAL UNION FIRE INS CO INSURER D : INSURER E : INSURER F :	

**COVERAGES**      **CERTIFICATE NUMBER:** Master      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY		CSU0019868	06/25/2010	06/25/2011	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ excluded PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000
	COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC					
B	AUTOMOBILE LIABILITY		CAA 514 64 61	07/01/2010	07/01/2011	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS					
B	UMBRELLA LIAB	OCCUR	XS 116 87 21	06/25/2010	06/25/2011	EACH OCCURRENCE \$ 2,000,000
	EXCESS LIAB      CLAIMS-MADE DEDUCTIBLE RETENTION \$ 0					AGGREGATE \$ 2,000,000
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	Y/N	WC 006-88-1570	12/12/2010	12/12/2011	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> N/A If yes, describe under DESCRIPTION OF OPERATIONS below					
	DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)					

Additional insured: Clarke County

<b>CERTIFICATE HOLDER</b>  Clarke County c/o Laura Walburn 101 Chalmers Court Berryville, VA 22611	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE   Michael Morris, CIC
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## Description of Event

Point-to-Point races (Steeplechase Races)

### Special Event Requirements

- a. **Event date and Hours:** March <sup>12 11</sup> 20~~10~~ – gates open from 11:00 AM to 5:00 PM. Snow date will likely be in April. *or May*
- b. **Admissions:** Most of the parking places will be sold in advance. The number of general admission entries will be controlled by gatekeepers.
- c. **Limits of Attendance:** Some of the people who buy tickets do so to support the Hunt. Those people never plan on attending the races. This event has been conducted for over 50 years. March is a tough month to get a wide audience for an outdoor event. Recent history indicates that no more than 750 will show up.
- d. **Water Supply:** Many attendees will bring “tailgate” refreshments. No food preparation will take place on the grounds.
- e. **Toilets/Lavatory Facilities:** 12 portable toilets will be provided.
- f. **Waste Management:** Fifty 40 gallon temporary garbage bins will be emptied into a dumpster. A clean up crew will police up the area the day after the event.
- g. **Medical Facilities:** Two ambulances (Enders + Valley Health) will be onsite and a doctor will be on call.
- h. **Fire Protection:** Not applicable
- i. **Traffic and Parking Control:** All parking will be contained on the farm. Ingress and Egress will be through the main farm entrance off of Briggs Rd. That entrance is less than a mile from a primary highway (Rt. 340).
- j. **Security:** Not applicable
- k. **Food and Beverage:** All food will be brought in by the spectators. Alcohol will not be sold on site or distributed by the organizers.
- l. **Illumination:** There will be no outdoor lighting.
- m. **Temporary structures:** None
- n. **Sound:** A public address system will be used.
- o. **Communication system:** None required. There is good cell phone coverage at the site.

- p. **Liability Insurance:** Provided
- q. **Setbacks:** All activities will be several hundred feet from the property line.
- r. **Permission for entry:** See attached form.
- s. **Other laws and rules:** Applicant agrees to comply with all federal, state and local laws, ordinances and regulations.
- t. **Necessary Safety Services:** Applicant agrees to provide any services called for by public agencies.



# Blue Ridge Hunt Point-to-Point Races

Sunday, May 2, 2010

Post Time 12 noon

Woodley Farm, Berryville, VA

Parking Pass

## Horsemen



# Blue Ridge Hunt Point-to-Point Races

Sunday, May 2, 2010

Post Time 12 noon

Woodley Farm, Berryville, VA

Parking Pass

## Horsemen



# Blue Ridge Hunt Point-to-Point Races

Sunday, May 2, 2010

Post Time 12 noon

Woodley Farm, Berryville, VA

Parking Pass

## Horsemen



December 30,2010

Dear

This letter is to advise you as an adjoining property owner that the Blue Ridge Hunt is making an application to the County of Clarke for our annual point to point races to be held:

Saturday March12, 2011 from 11am until 6pm  
Woodley Farm,590 Briggs road  
Blue Ridge Hunt Point to Point, horse races over timber, hurdles and on the flat

If you have any questions, concerns or would like to view the full text applications please contact:

Blue Ridge Hunt Point to Point  
PO Box 96  
Boyce,Va 22620  
[icstimp@yahoo.com](mailto:icstimp@yahoo.com)  
540 247 6123

If you are unable to reach us you may contact the County Administrator at 540 955-5175

Thank you,

Blue Ridge Hunt Point to Point committee

<b>Neighbors of Woodley for Pt to Pt permit</b>		
<b>Joseph Henderson</b>	<b>PO Box 797</b>	<b>Berryville</b>
<b>Gene Bowers</b>	<b>8239 Lord Fairfax Hwy</b>	<b>Berryville</b>
<b>Little Woodley</b>		
<b>Bonnie Snyder</b>	<b>6 Bel Voi Dr</b>	<b>Berryville</b>
<b>Jos Leisch</b>	<b>41 Lanham La</b>	<b>Berryville</b>
<b>Watkins Wm B</b>	<b>1600 Briggs Rd</b>	<b>Berryville</b>
<b>Lilly David</b>	<b>34 Lime Mari La</b>	<b>Berryville</b>
<b>Hamilton Thomas</b>	<b>9118 Coronado Terr</b>	<b>Fairfax Va 22031</b>
<b>Estep Hugh</b>	<b>202 N Loudon St</b>	<b>Winchester 22601</b>
<b>Collins Wanda</b>	<b>620 Briggs Rd</b>	<b>Berryville</b>
<b>Garrison Lawrance</b>	<b>680 Briggs Rd</b>	<b>Berryville</b>
<b>Estep Marilyn</b>	<b>538 Briggs Rd</b>	<b>Berryville</b>
<b>Detwiler Daniel</b>	<b>340Briggs Rd</b>	<b>Berryville</b>
<b>Boyd Bernard</b>	<b>280 Briggs Rd</b>	<b>Berryville</b>
<b>Bundy Thomas</b>	<b>180 Briggs Rd</b>	<b>Berryville</b>
<b>Reuling Frank</b>	<b>494 Ljewellyn La</b>	<b>Berryville</b>
<b>Hahn William</b>	<b>293 Lockes Mill Rd</b>	<b>Berryville</b>
<b>Wallace Mary</b>	<b>PO Box 189</b>	<b>Millwood 22646</b>

Clarke County, an equivalent source.

Attach a list of all adjacent property owners, with addresses.

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**Health Department Notice and Approvals:**

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

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

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

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

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

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

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

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

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

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

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

---

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

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

Will alcoholic beverages be served?  No  Yes If yes:

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

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

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### Local Fire & Rescue Company Notice and Approvals

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

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

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

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

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

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

Statement of plan to provide adequate fire protection included in plan. \_\_\_\_\_

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### Sheriff's Notice and Approvals

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

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

- ✓ Check here if you have submitted your written plan to the Sheriff and have his letter of approval attached to your application.  Approval attached

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

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

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

**State Police** Notice/Approval Date: \_\_\_\_\_  Approval attached.

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

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

**VDOT** Notice/Approval Date: \_\_\_\_\_  Approval attached.

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

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

## Building Department Notice and Approvals

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

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

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

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

✓ Check here if you have submitted your written plan to the Building Department and have their letter of approval attached to your application.  Approval attached

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

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



## Acknowledgements, Affirmations, Signature

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

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

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

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

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

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

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

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

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

- a) Any violation of one or more of the requirements or any violation of one or more of the terms and conditions of a permit issued hereunder.
- b) Any material misrepresentation in the application for a permit.
- c) Any change in the ownership of the location of the permitted event, unless there is provided a signed statement from the new owner to confirm that the new owner has given permission for the specific Special Event to be held.
- d) Any material change in the condition of the facilities or ability of contracted organizations to provide

required services or equipment.

- e) Any state of emergency, disaster, hazardous weather condition, or other threat to the public health, safety, and welfare that has been declared or is anticipated to occur such that continuation of the event is deemed to be an undue or unnecessary risk to the participants, general public, or public safety providers.
- f) Upon revocation or suspension of the permit, the permittee shall immediately cancel and/or terminate the event and provide for orderly dispersal of those in attendance.

Doris B Stimpson  
Applicant Signature

12-30-10  
Date

DORIS B STIMPSON  
Printed Name

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





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

**Right of Entry Permission Form**

I, Doris Stimpson <sup>for Blue Ridge Hunt</sup> the applicant for a special event permit as  
 Permit Applicant's Name [Please print legibly.]

required by Article II of Chapter 57 of the Code of Clarke County, Virginia, that event  
 titled: Blue Ridge Hunt Point to Point  
 shall take place on Mar 12, 2011 at  
Woodley Farm - Briggs Road  
Specify Date[s]  
Event Location and/or Address

in Clarke County, Virginia, and I, \_\_\_\_\_  
 Landowner or Leaseholder's Name

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

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

Blue Ridge Hunt  
 Permit Applicant

Woodley Park, LC  
 Event Location Owner/Leaseholder

Secondary Signature[s] If Applicable  
Doris Stimpson  
 Permit Applicant

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

**Clarke****lwalburn@clarkecounty.gov**

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**RE: Blue Ridge Hunt Point to Point 03/12/2011**

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**From :** Greg Lloyd (VDH) <Greg.Lloyd@vdh.virginia.gov> Thu, Feb 03, 2011 10:11 AM  
**Subject :** RE: Blue Ridge Hunt Point to Point 03/12/2011  
**To :** Lora Walburn <lwalburn@clarkecounty.gov>  
**Cc :** jcstimp@yahoo.com

Hi Lora- The Health Department has reviewed the plans for the Blue Ridge Point to Point on 3/12/2011. It appears that no food will be prepared on site, so there will be no need for temporary food vendor permits or inspections. The number of portable toilets provided is more than adequate- the number provided is 12 (for 750 people, 8 would be the minimum number) The Health Department requires that 2 of these be handicapped-accessible. (1 for every 500 people). In addition, the plans for trash removal and providing medical services appear to be adequate. The Health Department approves their plan, on condition that 2 of the portable toilets provided are handicapped-accessible. Thanks, Greg Lloyd.

---

**From:** Lora Walburn [mailto:lwalburn@clarkecounty.gov]  
**Sent:** Monday, January 31, 2011 10:34 AM  
**To:** Gary Pope; Fincham, Ryan (VDH); Tony Roper; Bryan Conrad; Holly DeHaven; Lloyd, Greg (VDH); Pam Hess; David Ash; John Staelin  
**Subject:** Re: Blue Ridge Hunt Point to Point 03/12/2011  
**Importance:** High

Good All -

Thanks to those who have provided responses to the Blue Ridge Hunt Point to Point Special Event application and a reminder to those still outstanding that I shall need no later than February 4 to make the packet.

Yes, one more thing on your plate! Lora B.

---

**From:** "Holly DeHaven" <hdehaven@clarkecounty.gov>  
**To:** "Lora Walburn" <lwalburn@clarkecounty.gov>  
**Sent:** Tuesday, January 25, 2011 10:09:12 AM  
**Subject:** Re: Blue Ridge Hunt Point to Point 03/12/2011

Good morning Lora:

After reviewing the Special Event Application for the Blue Ridge Hunt Point to Point it appears they are not proposing to use temporary lighting or temporary structures, therefore they are not required to obtain any building or electrical permits.

Thank you,

Holly A. DeHaven,  
Office Manager/Permit Technician

Clarke County Building Dept.  
101 Chalmers Ct., Suite B  
Berryville, VA 22611  
(540) 955-5112  
(540) 955-5170 (fax)

---

**From:** "Lora Walburn" <lwalburn@clarkecounty.gov>  
**To:** "Gary Pope" <gpope@clarkecounty.gov>, "Ryan Fincham" <ryan.fincham@vdh.virginia.gov>, "Tony Roper" <troper@clarkecounty.gov>, "Bryan Conrad" <conrad.bryan@gmail.com>  
**Cc:** "Holly DeHaven" <hdehaven@clarkecounty.gov>, "greg lloyd" <greg.lloyd@vdh.virginia.gov>, "Pam Hess" <phess@clarkecounty.gov>, "David Ash" <dash@clarkecounty.gov>, "John Staelin" <jstaelin@earthlink.net>  
**Sent:** Thursday, January 20, 2011 4:14:29 PM  
**Subject:** Blue Ridge Hunt Point to Point 03/12/2011

Good Afternoon Building Department, Fire and Rescue, Health Department, Sheriff's Department -

Attached please find the 2011 Special Event Application for the Blue Ridge Hunt Point to Point scheduled for March 12.

This "medium" size special event was approved last year with no complaints file with this office.

Your response by Monday, February 7, 2011, to this year's application for inclusion with the February 15, 2011 Supervisors agenda would be greatly appreciated.

Thank you -

--

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

**Clarke****lwalburn@clarkecounty.gov**

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## Point to Point Race permit requests

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

Fri, Feb 04, 2011 09:57 AM

**Subject :** Point to Point Race permit requests**To :** Lora Walburn <lwalburn@clarkecounty.gov>

Lora,

Based on the data presented with this application, including the number of attendees, as well as the well established history of this event, I am satisfied that it meets the requirements that relate to security and parking/traffic concerns.

Thanks

--

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

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**Clarke****lwalburn@clarkecounty.gov**

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**Re: Blue Ridge Hunt Point to Point 03/12/2011**

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**From :** Bryan Conrad <conrad.bryan@gmail.com>

Tue, Feb 08, 2011 04:31 PM

**Subject :** Re: Blue Ridge Hunt Point to Point 03/12/2011**To :** Lora Walburn <lwalburn@clarkecounty.gov>

I have spoken to those in charge and believe we have everything taken care of.

Bryan

On Mon, Jan 31, 2011 at 10:33 AM, Lora Walburn <lwalburn@clarkecounty.gov> wrote:  
Good All -

Thanks to those who have provided responses to the Blue Ridge Hunt Point to Point Special Event application and a reminder to those still outstanding that I shall need no later than February 4 to make the packet.

Yes, one more thing on your plate! Lora B.

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**From:** "Holly DeHaven" <hdehaven@clarkecounty.gov>**To:** "Lora Walburn" <lwalburn@clarkecounty.gov>**Sent:** Tuesday, January 25, 2011 10:09:12 AM**Subject:** Re: Blue Ridge Hunt Point to Point 03/12/2011

Good morning Lora:

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Thank you,

Holly A. DeHaven,  
Office Manager/Permit Technician  
Clarke County Building Dept.  
101 Chalmers Ct., Suite B  
Berryville, VA 22611  
(540) 955-5112  
(540) 955-5170 (fax)

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**From:** "Lora Walburn" <[lwalburn@clarkecounty.gov](mailto:lwalburn@clarkecounty.gov)>  
**To:** "Gary Pope" <[gpope@clarkecounty.gov](mailto:gpope@clarkecounty.gov)>, "Ryan Fincham" <[ryan.fincham@vdh.virginia.gov](mailto:ryan.fincham@vdh.virginia.gov)>, "Tony Roper" <[troper@clarkecounty.gov](mailto:troper@clarkecounty.gov)>, "Bryan Conrad" <[conrad.bryan@gmail.com](mailto:conrad.bryan@gmail.com)>  
**Cc:** "Holly DeHaven" <[hdehaven@clarkecounty.gov](mailto:hdehaven@clarkecounty.gov)>, "greg lloyd" <[greg.lloyd@vdh.virginia.gov](mailto:greg.lloyd@vdh.virginia.gov)>, "Pam Hess" <[phess@clarkecounty.gov](mailto:phess@clarkecounty.gov)>, "David Ash" <[dash@clarkecounty.gov](mailto:dash@clarkecounty.gov)>, "John Staelin" <[jstaelin@earthlink.net](mailto:jstaelin@earthlink.net)>  
**Sent:** Thursday, January 20, 2011 4:14:29 PM  
**Subject:** Blue Ridge Hunt Point to Point 03/12/2011

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Thank you -

--

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

T A X R E C E I P T

Ticket #:00125120001 @@  
Date : 1/18/2011  
Register: WBM/W10  
Trans. #: 16827  
Dept # : GELR  
Acct# :

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

GENERAL FUND - OTHER LOCAL REVENUE  
BLUE RIDGE HUNT POINT  
TO POINT

Previous  
Balance \$ 250.00  
310001303031310000000000  
Principal Being Paid \$ 250.00  
Penalty \$ .00  
Interest \$ .00

BLUE RIDGE HUNT POINT TO POINT

Amount Paid \$ 250.00  
\*Balance Due \$ .00

Pd by STIMPSON DORIS B Check 250.00 # 4416 BOCC  
BALANCE DUE INCLUDES PENALTY/INTEREST THRU THE MONTH 1/2011

**Clarke****dash@clarkecounty.gov**

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## Bd of Supervisors Mtg

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**From :** Stan Kerns <stan.kerns@kernsassociates.com>

Tue, Jan 18, 2011 11:37 AM

**Subject :** Bd of Supervisors Mtg**To :** David Ash <dash@clarkecounty.gov>

David,

I was talking to Mike Hobert at the Berryville Town Council meeting last week and he suggested I coordinate with you to get on the agenda for one of the future Board of Supervisors meeting. The purpose is to give the Board a brief update on the Barns of Rose Hill project. I don't anticipate that I would need more than two minutes or so and I doubt that there would be any extended discussion of the project. My schedule is fairly flexible so when ever it works on your end I will try to be available. Thank you.

Stan Kerns  
Kerns & Associates, Inc.  
PO Box 7  
Berryville, VA 22611  
540 955-3192 ofc  
  
[www.kernsassociates.com](http://www.kernsassociates.com)

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**BOARD OF SUPERVISORS  
REGULAR MEETING  
ZONING ORDINANCE TEXT AMENDMENT**

**2011 FEBRUARY 15  
INITIATE AMENDMENT**

**The Clarke County Board of Supervisors requests the amendment of the County Zoning Ordinance: Section 3-A-1, Agricultural-Open Space-Conservation (AOC) Zoning District, so as to add to the list of Special Uses and Structures: ‘Housing for Seasonal Farm Workers’ and Section 3-C, Supplementary Regulations, so as to add regulations for the use ‘Housing for Seasonal Farm Workers’ stating: “Housing for Seasonal Farm Workers shall be in compliance with all applicable County, State, and Federal regulations (including Occupational Safety and Health Administration (OSHA) standards).” Section 9-B, Definitions, so as to change the term ‘Labor Camp’ to ‘Housing for Seasonal Farm Workers’**

**TA-11-01**

This amendment would add Housing for Seasonal Farm Workers to AOC Zoning Ordinance Section 3-A-1, Special Uses and Structures. In August of 2008, the Board of Supervisors approved several amendments to the list of uses allowed in the AOC Zoning District. One of these amendments deleted the use ‘Labor Camps’. At that time there were three facilities that were identified as having been Labor Camps, but none were operating. Any use, which is not allowed in a zoning district, that is discontinued for more than two years cannot start operation again unless it conforms to current regulations. The Board was not unanimous in the decision to delete Labor Camps. Board members observed that ‘Labor Camps’ could facilitate agricultural activities in the County. Board members also observed that the three inactive Labor Camps were probably not in conformance with current state and federal rules. After some discussion, which is generally captured in the August of 2008 meeting minutes (see page 607 in the attached), the Board agreed to delete Labor Camps, but after two years consider reestablishing the use. Such action would require former Labor Camps, as well as new Labor Camps, to conform to contemporary state and federal standards. The proposed text is basically the same as the text that was deleted in 2008 using the term ‘Housing for Seasonal Farm Workers’ in lieu of ‘Labor Camp’. If the Board initiates this amendment, the amendment will go to the Planning Commission on March 4<sup>th</sup> to set public hearing on April 1<sup>st</sup>.

**ACTION TO BE TAKEN**

**Approve a resolution initiating an amendment to the County Zoning Ordinance so as to:**

- 1. add ‘Housing for Seasonal Farm Workers’ to the list of Special Uses and Structures in the AOC Zoning District;**
- 2. add Supplementary Regulations for ‘Housing for Seasonal Farm Workers’, and**
- 3. in the Definitions section, change the term ‘Labor Camp’ to ‘Housing for Seasonal Farm Workers’.**

ZONING ORDINANCE TEXT AMENDMENT

Text to be added showed in *bold Italics*

Text to be deleted showed ~~struck through~~

3 DISTRICT REGULATIONS

3-A SCHEDULE OF DISTRICT REGULATIONS

3-A-1 Agricultural-Open Space-Conservation District – AOC

1. Special Uses and Structures

j. *Housing for Seasonal Farm Workers*

3-C SUPPLEMENTARY REGULATIONS

Uses in Various Districts

3-C-3 Supplementary Regulations for Development in Annexation Area B

3-C-2-q *Housing for Seasonal Farm Workers:*

*Housing for Seasonal Farm Workers shall be in compliance with all applicable County, State, and Federal regulations (including Occupational Safety and Health Administration (OSHA) standards).*

9-B DEFINITIONS

9-B-103 ~~LABOR CAMP~~ ***HOUSING FOR SEASONAL FARM WORKERS***: A structure or structures for occupancy by seasonal farm/orchard employees and their families, used exclusively in association with the performance of agricultural labor for growers home based in Clarke County.

**RESOLUTION**

**11-##R**

**(Approved 2011 February 15)**

At a regular meeting of the Board of Supervisors of Clarke County, Virginia, held at the Town/County Government Center on 2011 February 15. On motion by Supervisor \_\_\_\_\_, the Board of Supervisors (Byrd-\_\_\_\_\_, Dunning-\_\_\_\_\_, Hobert-\_\_\_\_\_, Staelin-\_\_\_\_\_, Weiss-\_\_\_\_\_) approved a Resolution initiating an amendment to the Clarke County Zoning Ordinance.

**WHEREAS**, the Clarke County Zoning Ordinance is established to protect the health, safety, and welfare of the community;

**WHEREAS**, on 2008 August 19, the Clarke County Board of Supervisors approved an amendment to the Agricultural, Open Space, and Conservation (AOC) Zoning District to delete the use 'Labor Camp';

**WHEREAS**, Labor Camps have operated in Clarke County in the past, but none are not currently functioning;

**WHEREAS**, any use, which is not allowed in a zoning district, that is discontinued for more than two years cannot start operation again unless it conforms to current regulations;

**WHEREAS**, Labor Camps, which provide housing for seasonal farm workers, contribute to agricultural activities in the County;

**WHEREAS**, the inactive Labor Camps in the County may not have been in conformance with current state and federal rules; and

**WHEREAS**, reinstating Housing for Seasonal Farm Workers would ensure that the former Labor Camps, as well as new seasonal farm worker housing, would conform to contemporary state and federal standards.

**NOW THEREFORE BE IT RESOLVED THAT** the County Zoning Ordinance is proposed to be amended:

Section 3-A-1, Agricultural-Open Space-Conservation (AOC) Zoning District so as to add to the list of Special Uses and Structures: 'Housing for Seasonal Farm Workers' and

Section 3-C, Supplementary Regulations, so as to add regulations for the use 'Housing for Seasonal Farm Workers' stating:

"Housing for Seasonal Farm Workers shall be in compliance with all applicable County, State, and Federal regulations (including Occupational Safety and Health Administration (OSHA) regulations)."; and

Section 9-B, Definitions, so as to change the term 'Labor Camp' to 'Housing for Seasonal Farm Workers'.

Attest:

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

<u>Item</u>	<u>Description</u>	<u>Responsibility</u>
17.	Take the matter of property set backs to the Planning Commission for review and recommendation.	Chuck Johnston
18.	Contact the County attorney on the matter of dumping and dump trucks brought forward by Supervisor Dunning.	David Ash.

At 4:04 pm Chairman Staelin recessed the meeting until 6:30 pm.

At 6:37 pm Chairman Staelin reconvened the meeting.

#### Citizens Comment Period

Gary Comparetto, Pierce Road, Berryville: addressed the Supervisors regarding set back regulations. He informed the Supervisors that he wished to construct a lean-to for tool storage. However, his preferred location does not meet the proper set back requirements; and he asked if the Supervisors would consider revising the rules.

Chuck Johnston explained set backs stating that they had been revised a few years ago by the Board of Supervisors.

By consensus, the Supervisors agreed to have Chuck Johnston take the matter to the Planning Commission for review and recommendation. Mr. Johnston advised Mr. Comparetto that the process could take several months.

#### Public Hearing PH08-12 TA-08-04

The Clarke County Planning Commission recommends the amendment of the County Zoning Ordinance:

Section 3-A-1, Agricultural-Open Space-Conservation District – AOC so as to:

1. delete the requirement that Tenant Houses be occupied by persons employed on site
2. delete from the list of Special Uses: Labor Camps, Livestock Auction Markets, and Livestock Processing and Meat Storage Lockers, Retail Stores and Shops, and Limited Vehicular Repair, and
3. change "Processing of Fruit and Vegetables" to "Processing of Agricultural Products";

Section 3-A-2, Forestal-Open Space-Conservation District – FOC so as to:

1. delete the requirement that Tenant Houses be occupied by persons employed on site,
2. delete from the list of Special Uses: Retail Stores and Shops, Sawmills, and Limited Vehicular Repair, and
3. amend the list of Special Uses to change "Processing of Fruit and Vegetables" to "Processing of Agricultural Products";

Section 3-C, Supplementary Regulations, so as to:

1. establish a six-acre minimum lot size for Summer Camps and an twenty acre minimum lot size for Special Trade Contractors;

2. establish for Retail and Service Businesses a prohibition on outdoor storage and to limit the outdoor display of the business products to 25% of the square footage of the heated area of on-site building(s).
3. delete the regulations for: Fairgrounds (as this use is regulated elsewhere in the ordinance), Labor Camps (as this use is to be deleted), Motor Freight Terminal (as this use is not allowed in the ordinance), and Vehicular Repair (as this use is to be deleted).

Section 9-B, Definitions, so as to:

1. change "Processing of Fruit and Vegetables" to "Processing of Agricultural Products",
2. change the definition of "Retail and Service Businesses" to specifically state such activities must be conducted on-site, and
3. add the term "Agricultural Products" with a definition derived by combining Virginia Codes §3.1-249.27, §3.1-722.1, §3.1-796.137, §13.1-313, and §15.2-4302. TA-08-04

Chuck Johnston reviewed the proposed text amendment that was revised to include the changes suggested by the Supervisors at the July 15, 2008 regular meeting.

The Supervisors and Mr. Johnston discussed the proposed regulation including questions and answers to specific examples of businesses currently operated within the County.

At 7:10 pm Chairman Staelin opened the public comment portion of the public hearing.

Ian Williams, counsel for Phillip Thomas and wife, Patricia – Clarke County property owner: requested that the Supervisors consider deleting retail sales from the proposed changes for both the FOC and AOC districts noting that any regulations that would retard or restrict the uses in the district would have a negative impact on the owner. He suggested that the Supervisors consider certain retail activities that would serve the public interest that would benefit the corridor, the district and the County as a whole. He further suggested that the Planning Commission or staff could look at other activities; and if there were those enterprises that would fit with the County's plan, they should be considered for some retail activity is necessary in the FOC / AOC and should not be abolished.

Randy Buckley, White Post: asked that the Supervisors leave as special uses those uses that were specific to agriculture.

Gary Foltz, no address given: asked the Supervisors to promote agriculture by promoting small businesses that promote agriculture. He opined that the 20-acre limit was onerous. He urged the Supervisors to take a closer look at things that would be an asset to agriculture. He urged the Supervisors to keep an open mind for small business and not make it so difficult to start up a new business.

There being no other persons present wishing to address the Supervisors regarding this matter at 7:21 pm Chairman Staelin closed the public comment portion of the public hearing.

Following extensive discussion, the Supervisors made the following recommendations:

- 6-acre minimum for summer camps. By consensus, the Supervisors agreed to establish a 3-acre minimum.
- 20-acres for business: By consensus, the Supervisors deleted this proposed requirement in 3C2 leaving it as it is currently regulated.
- Livestock Auction Markets. By consensus, the Supervisors agreed to send this back to the Planning Commission to come back with language limiting the location in the regulation and leaving it as a special use.
- Sawmills: By consensus, the Supervisors agreed to send this back to the Planning Commission to come back with language limiting the location in the regulation and leaving it as a special use.
- Retail and Service Businesses: By consensus, the Supervisors agreed to continue to allow it to be available through special use permit.
- Labor Camps: Vice Chairman Hobert said the matter of labor camps would be revisited in two years.

**Vice Chairman Hobert moved that the additions and deletions as shown in the public hearing notice PH 08-12 TA 08-04 and amended and modified by the foregoing consensus items, be approved.**

**The motion was approved by the following vote:**

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

**WHEREAS, the Clarke County Zoning Ordinance is established to protect the health, safety, and welfare of the community;**

**WHEREAS, both the Agricultural-Open Space-Conservation and Forestal-Open Space-Conservation Zoning District are intended for forestal, agricultural, and low activity recreational and service uses that will facilitate the conservation and preservation of forestal, agricultural, open space and mountain lands; the protection of forestal and agricultural uses; the protection of water and clean air sheds; the conservation of water and other natural and ecological resources; the reduction of soil erosion and flood and fire hazards; and the enhancement of the aesthetic value of the district as a whole;**

**WHEREAS, the list of uses in the AOC and FOC Zoning Districts should conform with this intent; and**

**NOW THEREFORE BE IT ORDAINED THAT The Clarke County Board of Supervisors approves the amendment of the County Zoning Ordinance:**

**Section 3-A-1, Agricultural-Open Space-Conservation District – (AOC) so as to:**

- 1. delete the requirement that Tenant Houses be occupied by persons employed on site; and**
- 2. delete from the list of Special Uses: Labor Camps, Livestock Processing and Meat Storage Lockers, and Limited Vehicular Repair;**

**Section 3-A-2, Forestal-Open Space-Conservation District – (FOC) so as to:**

- 1. delete the requirement that Tenant Houses be occupied by persons employed on site; and**
- 2. delete from the list of Special Uses: Limited Vehicular Repair;**

**Section 3-C, Supplementary Regulations, so as to:**

- 1. establish a three-acre minimum lot size for Summer Camps and for Private Clubs/Lodges;**
- 2. establish for Retail and Service Businesses a prohibition on outdoor storage and to limit the outdoor display of the business products (excluding living plant material) to 25% of the square footage of the heated area of on-site building(s);**
- 3. delete the regulations for: Fairgrounds (as this use is regulated elsewhere in the ordinance), Labor Camps (as this use is to be deleted), Motor Freight Terminal (as this use is not allowed in the ordinance), and Vehicular Repair (as this use is to be deleted); and**

**Section 9-B, Definitions, so as to:**

- 1. change the term: “Retail Stores and Shops” to “Retail and Service Businesses” and specifically state such activities must be conducted on-site, and;**
- 2. add the term “Agricultural Products” with a definition derived the Code of Virginia.**

#### **Adjournment**

There being no further business to be brought before the Board at 8:29 pm. Chairman Staelin adjourned the meeting.

Chapter 143 Septic Systems

The Clarke County Board of Supervisors will consider the amendment of the Code of Clarke County Chapter 143 Septic Systems so as to allow potable privies to be used in association with government owned facilities.

---

Person Initiating: David Ash Date Submit: 2/2/2011  
Legal Review By: \_\_\_\_\_ Approved for Submission: \_\_\_\_\_  
Set Public Hearing: 2/15/2011 Public Hearing No.: PH  
Publication Dates: \_\_\_\_\_ Media: Winc Star; Web  
Public Hearing Date: \_\_\_\_\_ Code Update: \_\_\_\_\_  
Approved/Denied on a motion by: \_\_\_\_\_

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Code of Clarke County, Virginia  
Chapter 143 Septic Systems

**Article II Siting and Installation**

[Adopted 12/15/87, as amended through 06/15/10]

§ 143-10. *Design and installation.*  
[Amended 00-04-17;  
02-02-19; 05-03-15;  
06-05-16; 08-12-16;  
09-08-18; 10-06-15]

B. Privies. The Health Department may issue permits only for portable or vault privies. No other type of new privy shall be permitted except in remote areas where vehicular access is unavailable. (Refer to § 143-9C, Table 1, Minimum Separation Distances.)

(1) Portable privies.

(a) Portable privies are allowed only **for use in association with government owned facilities** or for temporary activities, such as construction sites, entertainment events, or agricultural or forestry activities.

(b) Within the Flood Plain District (one-hundred-year floodplain), portable privies:

[1] Require a permit from the Health Department.

[2] May not be located on a parcel for more than 15 consecutive days between October 1 and April 30.



- [3] Shall be located at least two feet above the elevation of the annual floodplain.
  - [4] Shall be removed from the Ten-Year Floodway of the Shenandoah River when the National Weather Service predicts flooding of the river.
  - [5] Shall submit a maintenance contract with the waste hauler, indicating that the privy will be pumped when the tank is 3/4 full, with the permit application.
- (c) Agricultural activities requiring the use of pit privies are exempt from Subsection B(1) and (2).

**BOARD OF SUPERVISORS  
REGULAR MEETING  
STORMWATER ORDINANCE TEXT AMENDMENT**

**2011 FEBRUARY 15  
SET PUBLIC HEARING**

**The Clarke County Board of Supervisors will consider the amendment of the County Code, Chapter 154, Stormwater Management:**

**Section 154-4-B Water Quality Criteria Requirements, so as:**

- 1. to clarify that the total phosphorus load of a project occurring on prior developed lands not within Urban Development Areas shall be 20% less than the existing load from the site or 0.28 pounds per acre per year, whichever is less *stringent* and to modify the paragraph headings to more clearly differentiate the regulations for development in and not in urban development areas and**
- 2. to state for development on prior developed lands within Urban Development Areas (land subject to County ordinance in the Berryville Annexation Area): The total phosphorus load of a project occurring on prior developed lands shall be 20% less than the existing load from the site or 0.45 pounds per acre per year, whichever is less stringent.**

**CC-11-02**

The proposed amendments to the Stormwater Ordinance adopted by the Board of Supervisors in August 2010 address two issues. As established in the model state stormwater ordinance, the County Ordinance sets a stormwater quality standard of a maximum of .28 pounds of phosphorus load for stormwater runoff for new development outside of urban areas and a maximum of .45 pounds of phosphorus load for development within urban areas (defined in the ordinance as the Berryville Annexation Area). The Ordinance provided that redevelopment parcels outside of urban areas shall either generate 20% less phosphorus and or .28 pounds per acre, whichever is less. It is recommended that the word “stringent” be added to this sentence for the sake of clarity and the paragraph headings be modified to more clearly differentiate the regulations for development in and not in urban development areas. Lastly, the Ordinance provided this standard for redevelopment outside of urban areas, but did not address redevelopment within urban areas; therefore, an additional paragraph is needed.

**RECOMMENDATION**

**Set public hearing on the proposed amendments to the County Stormwater Ordinance for the next regular meeting of the Board on March 15.**

## STORMWATER ORDINANCE TEXT AMENDMENT

Text to be added showed in ***bold Italics***

Text to be deleted showed ~~struck through~~

### Chapter 154 Stormwater Management

#### § 154-4. Post-Construction Performance Criteria for Stormwater Management

##### § 154-4-B Water Quality Criteria Requirements

1. **Water Quality Design Criteria:** In order to protect the quality of state waters and to control nonpoint source pollution, the following minimum technical criteria and statewide standards and minimum standards established by Clarke County for storm water management shall be applied to the site of a land disturbing activity.
  - a. **New Development *not within an UDA:*** The total phosphorus load of new development projects shall not exceed 0.28 pounds per acre per year, as calculated pursuant to 154-4-C.
  - b. **New Development within a UDA:** The total phosphorus load of new development projects located within designated UDA areas shall not exceed 0.45 pounds per acre per year, as calculated pursuant to 154-4-C.
  - c. **Development on Prior Developed Lands *not within an UDA:*** The total phosphorus load of a project occurring on prior developed lands shall be 20% less than the existing load from the site or 0.28 pounds per acre per year, whichever is less *stringent*.
  - d. ***Development on Prior Developed Lands within an UDA: The total phosphorus load of a project occurring on prior developed lands shall be 20% less than the existing load from the site or 0.45 pounds per acre per year, whichever is less stringent.***
  - e. **Compliance:** Compliance with 154-4-B-1-a and 154-4-B-1-b shall be determined in accordance with 154-4-C.
  - f. **Water Quality Requirement across HUC:** Where a site drains to more than one HUC, the pollutant load reduction requirements shall be applied independently within each HUC, unless reductions are achieved in accordance with a comprehensive watershed storm water management plan in accordance with 154-4-F.

FYI – The following definitions are currently in the Stormwater Ordinance

#### § 154- 2 Definitions

HYDROLOGIC UNIT CODE (HUC) means a watershed unit established in the most recent version of Virginia's 6<sup>th</sup> Order National watershed Boundary Dataset.

URBAN DEVELOPMENT AREA (UDA) means an area designated by Clarke County to be annexed by an incorporated town because it is appropriate for concentrations of commercial and/or residential development due to its proximity to transportation facilities, the availability of a public or community water and sewer system, and proximity to an incorporated town and as further defined in Code of Virginia section 15.2-2223.1.

**ORDINANCE  
11-##ORD**

(Approved 2011 \_\_\_\_\_)

At a regular meeting of the Board of Supervisors of Clarke County, Virginia, held at the Town/County Government Center on 2011 \_\_\_\_\_. On motion by Supervisor \_\_\_\_\_, the Board of Supervisors (Byrd-\_\_\_\_\_, Dunning-\_\_\_\_\_, Hobert-\_\_\_\_\_, Staelin-\_\_\_\_\_, Weiss-\_\_\_\_\_) approved an Ordinance amending the Clarke County Stormwater Ordinance.

**WHEREAS**, the Clarke County Stormwater Ordinance is established to protect the health, safety, and welfare of the community;

**WHEREAS**, on 2010 August 17, the Clarke County Board of Supervisors approved an amendment to the County Code, establish Chapter 154, Stormwater Management;

**WHEREAS**, these regulations establish different standards for stormwater quality for development in and not in Urban Development Areas;

**WHEREAS**, clarification between these standards would provide for better administration of the regulations;

**NOW THEREFORE BE IT ORDAINED THAT** the Clarke County Code, Chapter 154, Stormwater Management, Section 154-4-B, Water Quality Criteria Requirements, is amended so as:

1. to clarify that the total phosphorus load of a project occurring on prior developed lands not within Urban Development Areas shall be 20% less than the existing load from the site or 0.28 pounds per acre per year, whichever is less *stringent* and to modify the paragraph headings to more clearly differentiate the regulations for development in and not in urban development areas; and
2. to state: Development on prior developed lands within Urban Development Areas (land subject to County ordinance in the Berryville Annexation Area): The total phosphorus load of a project occurring on prior developed lands shall be 20% less than the existing load from the site or 0.45 pounds per acre per year, whichever is less stringent.

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

CC-11-02

**BOARD OF SUPERVISORS  
REGULAR MEETING  
ZONING ORDINANCE TEXT AMENDMENT**

**2011 FEBRUARY 15  
SET PUBLIC INFO MTG**

Clarke County has entered into agreement with the Virginia Department of Housing and Community Development to use CDBG funds to create a plan for development at Double Tollgate, with its primary component being preliminary engineering recommendations for water and sewer service. The first phase of utility service would be a sewer collection line (with pump station) running from the Virginia Department of Corrections treatment plant to Route 522, then along Rt. 522 to the DT intersection. A request for CDBG capital funds to fund this first phase is due by the end of March.

DHCD requires that CDBG program applicants hold at least two public hearings during the Community Improvement Grant (CIG) proposal development period. The final public hearing must be held for public review of and comment on the final draft of the CIG proposal.

Clarke County Planning staff held an introductory public hearing on August 31, 2010 with the purpose of informing area residents of the County's intent to apply for CDBG funding for infrastructure improvements to support the promotion of development in accordance with the Double Tollgate Area Development Plan. Approximately 15 property owners were present at that meeting from within and adjacent to the DT commercial area. Since that time, staff has continued to work with members of a management team, including residents that expressed interest in serving on this committee to develop a project application.

The project application is due to DHCD no later than March 30, 2011. Staff recommends the BOS hear public comments at its March 15, 2011 regular meeting on the proposed application and consideration of a resolution authorizing submission of the application based on citizen and other stakeholder comments.

Attached is a draft copy of the advertisement announcing the public input session and resolution for inclusion in the March 15, 2011 meeting agenda.

**RECOMMENDATION**

**Set Public Information Meeting on 2011 March 15, 6:30 pm for the Resolution agreeing to apply for Community Development Block Grant funds from the Virginia Department of Housing and Community Development for the first phase of utility facilities for commercial development at the Double Tollgate intersection.**

## Public Notice

Clarke County will hold a public information meeting on March 15, 2011 at 6:30 pm (or as soon thereafter as the matter may be heard) in the Main Meeting Room, 101 Chalmers Court, 2<sup>nd</sup> floor, Berryville, Virginia 22611 to solicit public input on the proposed Community Development Block Grant (CDBG) proposal to be submitted to the Virginia Department of Housing and Community Development for the Double Tollgate Infrastructure Improvement Project. Residents of the project area are encouraged to attend.

The Double Tollgate Infrastructure Improvement Project will include the following activities:

### Short Term

- Installation of a sewer collection main from the existing Department of Corrections Sewage treatment plant to serve property on Rt 522 south of the Double Tollgate intersection

***The County plans to apply for CDBG capital funds for this phase by March 30.***

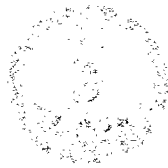
### Long Term

- Installation of water and sewer lines to serve Double Tollgate commercial area properties
- Improvement/replacement of a sewer treatment station located within the project area
- Promotion of business development in accordance with the Double Tollgate Area Development Plan
- Expansion of commercially zoned area and establishment of design standards to create a commercial community destination unique in the Shenandoah Valley.

The draft CDBG Proposal will be presented for comment along with information on projected beneficiaries, including the number of low- and moderate-income residents to benefit from the proposed project, and plans to minimize displacement. Citizens will also be given the opportunity to comment on Clarke County's past use of CDBG funds. A fact sheet on the proposed project and the draft proposal is available at the Joint Government Center.

For additional information, contact Chuck Johnston, Planning Director at 540-955-5130. Comments and grievances can also be submitted (in writing) to Clarke County Planning, 101 Chalmers Court Berryville, Virginia 22611 or by phone at 540-955-5130 or TDD until 5:00 pm March 14, 2011.

If you plan to attend and have special needs requirements, please call the number listed above.



RECEIVED JAN 27 2011

## COMMONWEALTH of VIRGINIA

HAROLD W. CLARKE  
DIRECTOR

*Department of Corrections*

P.O. BOX 26963  
RICHMOND, VIRGINIA 23261  
(804) 674-3000

January 20, 2011

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

RE: Clarke County Commitment Letter

Dear Mr. Ash:

I acknowledge receipt of your correspondence of December 21, 2010, regarding Clarke County's desire to use 10,000 gallons of wastewater treatment capacity at the Department of Corrections' White Post treatment plant. This request is to support the a commercial development in the area near the Department's White Post facility at the intersection of US Routes 522 and 340 with Virginia Route 277, which is commonly known as the "Double Toll Gate". You request a commitment from the Department of Corrections in order to obtain funding for the project from the Virginia Department of Housing and Community Development.

The Department agrees to grant this request contingent upon Clarke County's agreement to the stipulations listed below:

1. All costs associated with the project will be funded by Clarke County, including any costs incurred by the Department of Corrections (hereinafter referred to as the Department).
2. Clarke County will pay the Department for the cost of treatment. The cost will be the going rate the Department charges sewage treatment customers at other locations. The rate charged may be adjusted from time to time to reflect changing costs and changing Department policies.
3. Clarke County will be responsible for the maintenance of the sewage line to the connection point at the wastewater plant.

Mr. David Ash  
January 20, 2011  
Page 2

4. The wastewater sent to the Department's treatment plant will be only normal household wastewater and will not contain any petroleum products, heavy metals, toxic substances, hazardous materials and the like. If, the flow of wastewater does contain such substances in the judgment of the Director of the Department, the Department may cease treating the wastewater until the problem has been rectified and Clarke County shall pay for any increased treatment costs or other damages.
5. The untreated wastewater from Clarke County will be received into White Post treatment plant only during hours of operation when White Post facility has low flows from its own use. This may necessitate construction of wastewater holding capacity by Clarke County off site on land not owned by the Commonwealth. This is necessary, in part, to preserve capacity for expanded use of the Department's own facilities at White Post.
6. Clarke County's pump station must be designed and constructed so wastewater can be fed into the Department's plant during these low flow operational hours.
7. The Department of Corrections will not be liable for damages to Clarke County or any of its customers for any interruption of service or other occurrence, regardless of cause. Clarke County will reflect this provision in any contracts with its customers served by the Department's treatment plant and will have the customer waive any recourse against the Department and the Commonwealth of Virginia.
8. Treatment of wastewater shall continue only so long as the Department continues correctional operations at its White Post facility. The Department's operation of its White Post facility is subject to the operational needs of the Department as well as direction from the Governor and appropriations from the General Assembly.
9. This commitment will be valid for three years from the date of this letter. If Clarke County has not substantially completed the project by that time in the judgment of the Director of the Department, this commitment will become null and void upon notice to Clarke County in writing.




Mr. David Ash  
January 20, 2011  
Page 3

10. Prior to beginning service, these and other appropriate terms will be embodied in a service contract entered into by the Department of Corrections and Clarke County.

We look forward to working with you. If my staff or I may be of assistance to you, please contact my Deputy Director for Administration, Ms. Cookie Scott. You may reach Cookie Scott at (804) 674-3221 or at [Cookie.Scott@vadoc.virginia.gov](mailto:Cookie.Scott@vadoc.virginia.gov).

Sincerely,

  
Harold W. Clarke

DRAFT

**RESOLUTION**  
11-##R

**At a regular meeting of the Board of Supervisors of Clarke County, Virginia, held at the Town/County Government Center on 2011 March 15 at 6:30 p.m. On motion by Supervisor \_\_\_\_\_, the Board of Supervisors (Byrd-\_\_\_\_\_, Dunning-\_\_\_\_\_, Hobert-\_\_\_\_\_, Staelin-\_\_\_\_\_, Weiss-\_\_\_\_\_) approved the proposed Resolution.**

**Whereas**, the 2007 Clarke County Comprehensive Plan and the 2002 Double Tollgate Area Plan show the area surrounding the intersection known as Double Tollgate as area intended for development activity;

**Whereas**, the Virginia Department of Corrections has agreed to provide 10,000 gallons per day of sewage treatment at its White Post Correctional Facility;

**Whereas**, it is estimated that \$\_\_\_\_\_ is needed to fund the first phase of providing sewer service to commercial development at this intersection;

**Whereas**, it is projected that \_\_\_\_ (#) of newly created jobs made available to \_\_\_\_ (#) low and moderate-income residents of the market area will result from the implementation of this project.

**Now therefore be it Resolved that**, pursuant to two public hearings, the Clarke County Board of Supervisors hereby agrees to apply for \$\_\_\_\_\_ of Virginia Community Development Block Grant funds for the first phase of the Double Tollgate Infrastructure Project.

Be it further resolved that David L. Ash, County Administrator, is hereby authorized to sign and submit appropriate documents for the submittal of this Virginia Community Development Block Grant proposal.

Attest:

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

# Clarke County Board of Supervisors



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

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

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

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

**White Post Voting District**  
**A.R. Dunning**  
(540) 837-1719

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

2011 February 8

Harold W. Clarke, Director  
Virginia Department of Corrections  
P.O. Box 26963  
Richmond, VA 23261

In response to your letter of January 20<sup>th</sup> of 2011, Clarke County appreciates your agreement to grant Clarke County the ability to use 10,000 gallons of wastewater treatment capacity of the DOC White Post treatment plant. We understand the capacity of the current plant to be 37,000 gallons per day and that DOC is currently using 11,000 gpd. We believe that at full build-out the commercial development at Double Tollgate will need a total of 37,000 gpd of treatment capacity.

We are planning for the development of sewage treatment facilities in multiple phases.

- A. Installation of a sewer collection main and pump station serving the south west and south east quadrants of the Double Tollgate intersection. Initially, these facilities will convey not more than 10,000 gpd to the existing DOC plant.
- B. Installation of a holding tank adjacent to the pump station in item one. In order to limit the project facilities to only what is needed, when it is needed, we propose that this holding tank be installed when the total usage of the current plan reaches 25,000 gpd.
- C. Installation of conveyance lines to serve the northeast quadrant of the Double Tollgate intersection.
- D. Installation of conveyance lines to serve the northwest quadrant of the Double Tollgate intersection.
- E. Once the County has received requests from property owners for usage of 10,000 gpd, it will request additional capacity, if capacity in the existing plant is available.
- F. Once the existing plan reaches a treatment level of 30,000 gpd, the County will request DOC to design and install a replacement sewage treatment facility of 74,000 gpd. The County will pay the design and installation costs.

Addressing the 10 stipulations in your January 20<sup>th</sup> letter:

1. We understand “All costs associated with the project” to mean the costs of a larger replacement facility. Are there other costs you are anticipating? We believe DOC should bear a portion of the cost of a new facility, as the existing facility would have had a ‘design life’ and higher treatment standards will require upgrades to the plant as it approached capacity.
2. Please identify the current going rate DOC now charges for treatment cost.
3. Agreed, however construction and maintenance easements will be needed.
4. Agreed

5. As noted in item two above, we believe the holding tank should be installed when the actual usage of the plant dictates its need.
6. Agreed
7. Agreed, however this assumes DOC use 'reasonable care' in its operations and DOC should be willing to so stipulate.
8. A formal agreement with DOC should include a provision that would allow Clarke County to take over ownership/operation of the sewage treatment facilities, if DOC ceases operations at this property. We understand the granting of the 10,000 gpd to be in effect as long as DOC owns the facility and subject to the next stipulation.
9. We request that the term of validity be for four years from the date of this letter and that the County must have construction of phase 1 under contract by the end of this four year term. As one of our engineers has observed "Nothing moves as fast as you want it to."

Again we appreciate DOC's willingness to work with Clarke County on this important economic development project.

If your response to the above is favorable, we propose to turn the matter over to the County's attorney for the preparation of a formal Memorandum of Agreement.

Please contact me or Charles Johnston, County Planning Director (540-955-5130) ([cjohnston@clarkecounty.gov](mailto:cjohnston@clarkecounty.gov)) if you have any comments or questions.



David L. Ash  
County Administrator



# Personnel Committee Meeting

February 7, 2011, 9:30 AM  
Second Floor, Conference Rooms A & B  
Berryville/Clarke County Government Center  
101 Chalmers Court  
Berryville, Virginia 22611

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1. Expiration of Term for appointments expiring through April 2011.

Attached is a list of all appointments expiring within the next 90 days along with the complete list of appointees and agencies, boards and committees to which the Board appoints members.

**02/07/2011 Summary: The Personnel Committee made no recommendations.**

2. Sesquicentennial Committee Appointments

Membership of the 150th Committee shall include:

- One member of, or appointed by, the Clarke County Board of Supervisors;
- One member of or appointed by the Clarke County Historic Preservation Commission;
- One member of or appointed by the Clarke County Historical Association;
- One member of or appointed by the Clarke County African-American Cultural Center / Josephine Community Museum;
- One representing the administration of the Clarke County Public Schools; and,
- One member representing the Shenandoah Valley Battlefields Foundation.
- Other members, representative of the diversity of the community, shall be recruited by the Committee.
- The organizing chairman, pending elections by the Committee, is Robert Stieg, Jr., with existing initial volunteers on the organizing committee including Adeela Al-Khalili, Charles Johnston, Maral Kalbian, Jennifer Lee, Howard Means, Michael Murphy, Jesse Russell, and John Sours.

Note: At the January 10, 2011 Work Session, Vice Chairman Weiss expressed interest in serving on this committee.

**02/07/2011 Summary: The Personnel Committee recommends the appointment of Vice Chairman Weiss to this committee.**

3. The Economic Disclosure forms have been distributed to those required to file them. The filing requirement is listed on the Criteria list. Potential appointees should be made aware that serving in certain positions or on some committees requires completion of the economic disclosure forms in order to qualify and remain in the position.

*12/13/2010: The committee asked that they be provided with an update should any required disclosure forms not be provided as required.*

*01/04/2011: Received 21 of 49*

01/19/2011: 49 of 49 required – all received by the deadline. Further, As required by § 24.2-502 of the Code of Virginia, certifications SBE-502-CO and SBE-502-BOS were completed and sent to the State Board of Election certifying the filings of the Statement of Economic Interests for those incumbents up for election on November 8, 2011.

**02/07/2011 Summary: The Personnel Committee expressed appreciation for the timely response of appointees, as well as staff efforts to ensure compliance.**

4. Appointee Information Feedback Update

The Committee has asked staff to suggest a method to facilitate gathering information from appointees about the activities of the boards to which they are appointed and their level of participation and satisfaction in the process. Attached is a draft questionnaire that could be either sent to participants or used to facilitate individual discussions.

*12/13/2010: The committee asked that the Appointee Questionnaire be revised to include a request for updated contact information, and to inquire about the appointee's view of the current and future most important challenges faced by the boards on which they serve. The committee also recommended that the questionnaires be mailed in January to keep them out of the holiday mail.*

*12/27/2011: Updated draft attached. FYI: Solicitation of Appointees - Boards and Commission web page updated for 2011.*

01/24/2011: Questionnaires were collated and mailed to appointees. To aid analysis, Administration developed a database to log responses. As of 2/2/2011, Administration has received 37 of 83 [45%] responses.

**02/07/2011 Summary: The Personnel Committee instructed staff to follow up with non-responsive appointees and to prepare a preliminary analysis for review at the March meeting with highlights of reported issues.**

5. 2011 Board of Supervisor Assignments by Supervisors

Consideration for upcoming calendar year appointments.

01/18/2011: The Board of Supervisors approved the continuation of the current assignments for 2011. Administration has updated the appointments database accordingly.

**02/07/2011 Summary: Follow-up information only - no action required.**

# *Appointments by Expiration Thru April 2011*

			<i>Appt Date</i>	<i>Exp Date</i>	<i>Orig Appt Date:</i>
<i>September 2010</i>					
Clarke County Planning Commission			4 Yr	Appointed by BOS; Oath of Office Required - Clerk of Circuit Court	
Batterton	Barbara	Buckmarsh / Battletown	4/15/2008	9/28/2010	10/21/2003
Resigned 9/28/2010 Term Expires 4/30/2012: 1st full began 3/16/04					
<i>April 2011</i>					
Clarke County Historic Preservation Commission			1 Yr	Appointed by BOS	
Nelson	Clifford	Russell/Planning Commission Rep	4/20/2010	4/30/2011	11/4/2005
Clarke County Library Advisory Council			4 Yr		
Kalbian	Maral		3/20/2007	4/15/2011	3/20/2007
Al-Khalili	Adeela		1/16/2007	4/15/2011	
Meeks	Robert B.		3/20/2007	4/15/2011	3/16/2004
Zinman	Maxine		3/20/2007	4/15/2011	4/15/2003
Clarke County Planning Commission				Appointed by BOS; Oath of Office Required - Clerk of Circuit Court	
Ohrstrom, II	George	Russell / Longmarsh; Chair	3/20/2007	4/30/2011	10/21/2003
Wade	Robert	Millwood / Chapel	3/20/2007	4/30/2011	11/21/2000

# Clarke County Committee Listing

			<i>Appt Date</i>	<i>Exp Date</i>
<i>Berryville Area Development Authority</i>				3 Yr
Boyles	Jerry	White Post	8/17/2010	3/31/2012
Dunning, Jr.	A.R.	BOS - Appointed Member	12/16/2008	3/31/2011
Ohrstrom, II	George	Russell	3/16/2010	3/31/2013
<i>Board of Supervisors</i>				4 Yr
Byrd	Barbara J.	Russell	1/1/2008	12/31/2011
Dunning, Jr.	A.R.	White Post	1/1/2008	12/31/2011
Hobert	J. Michael	Chair, Berryville District	1/1/2008	12/31/2011
Staelin	John	Millwood/Pine Grove	1/1/2008	12/31/2011
Weiss	David	Vice Chair - Buckmarsh/Blue Ridge	1/1/2008	12/31/2011
<i>Board of Supervisors Finance Committee</i>				1 Yr
Byrd	Barbara J.	BOS - Alternate	1/19/2010	12/31/2011
Dunning, Jr.	A.R.	BOS - Alternate	1/19/2010	12/31/2011
Hobert	J. Michael	BOS - Appointed Member	1/19/2010	12/31/2011
Staelin	John	BOS - Appointed Member	1/19/2010	12/31/2011
Weiss	David	BOS - Alternate	1/19/2010	12/31/2011
<i>Board of Supervisors Personnel Committee</i>				1 Yr
Byrd	Barbara J.	BOS - Appointed Member	1/19/2010	12/31/2011
Dunning, Jr.	A.R.	BOS - Alternate	1/19/2010	12/31/2011
Hobert	J. Michael	BOS - Appointed Member	1/19/2010	12/31/2011
Staelin	John	BOS - Alternate	1/19/2010	12/31/2011
Weiss	David	BOS - Alternate	1/19/2010	12/31/2011
<i>Board of Well &amp; Septic Appeals</i>				4 Yr
Blatz	Joseph	Citizen Member	1/15/2008	2/15/2012
Dunning, Jr.	A.R.	BOS - Appointed Member	1/19/2010	12/31/2011
McKay	Beverly	Planning Commission		
Teetor	Alison	Staff Rep		
<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	2/12/2013
Means	Howard		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

Monday, January 31, 2011

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			<i>Appt Date</i>	<i>Exp Date</i>
Bieschke	John K.	White Post	4/21/2009	5/31/2013
Carter	Paige	White Post	5/20/2008	5/31/2012
Fields	Betsy		4/20/2010	5/31/2012
Gilpin	Thomas T.	White Post	5/18/2010	5/31/2014
Hiatt	Marty	Buckmarsh/Blue Ridge	6/19/2007	5/31/2011
Nelson	Clifford	Russell/Planning Commission Rep	4/20/2010	4/30/2011
<i>Clarke County Industrial Development Authority</i>				4 Yr
Armbrust	Wayne	Secretary/Treasurer	8/19/2008	10/30/2012
Frederickson	Allan		12/15/2009	10/30/2013
Hillerson	Jay		8/18/2009	10/30/2013
Jones	Paul	Russell District	9/18/2007	10/30/2011
Juday	David	Vice Chair	12/21/2010	10/30/2014
Pierce	Rodney	Chair	8/19/2008	10/30/2012
Staelin	John	BOS - Liaison	1/19/2010	12/31/2011
<i>Clarke County Library Advisory Council</i>				4 Yr
Al-Khalili	Adeela		1/16/2007	4/15/2011
Badanes	Joyce		4/20/2010	4/15/2014
Byrd	Barbara J.	BOS - Liaison	1/19/2010	12/31/2011
Curran	Christopher		5/16/2006	4/15/2013
Foster	Nancy		4/15/2008	4/15/2012
Hudson	Kathy		4/20/2010	4/15/2013
Kalblian	Maral		3/20/2007	4/15/2011
Meeks	Robert B.		3/20/2007	4/15/2011
Wolk	Susan		6/16/2009	4/15/2012
Zinman	Maxine		3/20/2007	4/15/2011
<i>Clarke County Planning Commission</i>				4 Yr
Batterton	Barbara	Buckmarsh / Battletown	4/15/2008	9/28/2010
Brumback	Clay	White Post / Greenway	6/15/2010	4/30/2014
Caldwell	Anne	Millwood / Chapel; Vice Chair	4/21/2009	4/30/2013
Dunning, Jr.	A.R.	BOS - Appointed Member	1/19/2010	12/31/2011
McFillen	Thomas	Berryville / Berryville	5/1/2010	4/30/2014
McKay	Beverly	White Post / Greenway	3/18/2008	4/30/2012
Nelson	Clifford	Russell / Longmarsh	3/17/2009	4/30/2013
Ohrstrom, II	George	Russell / Longmarsh; Chair	3/20/2007	4/30/2011
Staelin	John	BOS - Alternate	1/19/2010	12/31/2011
Steinmetz, II	William	Berryville / Berryville	4/30/2008	4/30/2012
Thuss	Richard	Buckmarsh / Battletown	4/20/2010	4/30/2014
Wade	Robert	Millwood / Chapel	3/20/2007	4/30/2011
<i>Clarke County Sanitary Authority</i>				4 Yr

			<i>Appt Date</i>	<i>Exp Date</i>
Dunning, Jr.	A.R.	BOS - Authority Member	12/15/2009	1/5/2014
Jones	Harry C.	Secretary/Treasurer	6/17/2008	6/30/2012
Mackay-Smith, Jr.	Alexander	Vice Chair	11/16/2004	1/5/2013
Myer	Joe	Town of Boyce	9/15/2009	12/31/2011
Staelin	John	BOS - Alternate	1/19/2010	12/31/2011
Williams	Ian R.	Chair	11/18/2008	1/5/2013
				3 Yr
<i>Conservation Easement Authority</i>				
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
Radford	Jane		11/18/2008	12/31/2012
Teetor	Alison	Clerk - Staff Liaison		
Thomas	Walker	Fills unexpired term of Pat McKelvy	1/1/2011	12/31/2012
Weiss	David	BOS - Appointed Member	1/19/2010	12/31/2011
<i>Constitutional Officer</i>				
Arthur	Warren	Commissioner of the Revenue	1/1/2008	12/31/2011
Butts	Helen	Clerk of the Circuit Court	1/1/2008	12/31/2015
Keeler	Sharon	Treasurer	1/1/2008	12/31/2011
Perka	Suzanne	Commonwealth Attorney	1/1/2008	12/31/2011
Roper	Anthony	Sheriff	1/1/2008	12/31/2011
<i>County Administrator</i>				
Ash	David L.	County Administrator	3/19/1991	
<i>County Assessor</i>				
Peake	Donna	County Assessor	7/1/2003	
				4 Yr
<i>Economic Development Advisory Committee</i>				
Barb	Jim	Real Estate Rep, Business Owner	11/17/2009	12/31/2013
Conrad	Bryan H.	Agriculture, Fire & Rescue	1/1/2011	12/31/2014
Dunkle	Christy	Town of Berryville Rep	7/17/2007	8/31/2011
Dunning, Jr.	A.R.	BOS Rep, SA Rep, Business Owner	1/19/2010	12/31/2011
Hillerson	Jay	IDA Rep, Business Owner	9/15/2009	12/31/2013
Myer	Dr. Eric	Agriculture Rep, Business Owner	1/1/2011	12/31/2014
Pritchard	Elizabeth	Hospitality Industry	8/17/2010	8/31/2012
Staelin	John	BOS - Appointed Member	1/19/2010	12/31/2011
				4 Yr
<i>Handley Regional Library Board</i>				
Myer	Tamara	Town of Boyce	9/15/2009	11/30/2013
				1 Yr
<i>Legislative Liaison and High Growth Coalition</i>				
Hobert	J. Michael	BOS - Liaison	1/19/2010	12/31/2011

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			<i>Appt Date</i>	<i>Exp Date</i>
<i>Lord Fairfax Community College Board</i>				4 Yr
Lee	Barbara	Millwood / Pine Grove	3/18/2008	6/30/2012
<i>Lord Fairfax Emergency Medical Services Council</i>				3 Yr
Burns	Jason		5/19/2009	6/30/2012
Coffelt	Lee	Career Representative	11/30/2008	11/30/2011
Wagaman	Julie		6/30/2010	6/30/2013
<i>Northern Shenandoah Valley Regional Commission</i>				1 Yr
Byrd	Barbara J.	BOS - Appointed Member	2/17/2009	12/31/2009
Johnston	Charles	Citizen Representative	1/23/2010	1/23/2013
Staelin	John	BOS - Alternate	1/19/2010	12/31/2011
Weiss	David	BOS - Appointed Member	1/19/2010	12/31/2011
<i>Northwestern Community Services Board</i>				3 Yr
Harris	Lucille		12/21/2010	12/31/2012
Stieg	Bob		11/28/2008	12/31/2012
<i>Northwestern Regional Jail Authority</i>				4 Yr
Ash	David L.	County Administrator	1/19/2011	12/31/2011
Byrd	Barbara J.	BOS - Liaison Alternate	1/19/2010	12/31/2011
Roper	Anthony	Sheriff	9/18/2007	12/31/2011
Wyatt	James		12/18/2007	12/31/2011
<i>Northwestern Regional Juvenile Detention Center Commission</i>				
Byrd	Barbara J.	BOS - Liaison	1/19/2010	12/31/2011
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.		12/18/2007	12/31/2013
<i>Old Dominion Community Criminal Justice Board</i>				3 Yr
Johnson	Jerry L.		12/18/2007	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
Allison	Janelle	Millwood Rep	1/19/2010	12/31/2013
Heflin	Dennis	White Post Rep	9/16/2008	12/31/2012
Hobert	J. Michael	BOS - Liaison	1/19/2010	12/31/2010
Huff	Ronnie	Town of Berryville Rep	12/31/2007	12/31/2011
Jones	Paul	At-Large	1/1/2011	12/31/2014
Lichliter	Gary	Russell Rep	11/18/2008	12/31/2012
Sheetz	Daniel A.	Berryville	5/18/2010	12/31/2013

Monday, January 31, 2011

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			<i>Appt Date</i>	<i>Exp Date</i>
White	Lawrence	Buckmarsh	12/18/2007	12/31/2011
Wisecarver	Steve	Appointed by Town of Boyce	2/2/2010	12/31/2013
				3 Yr
<i>People Inc. of Virginia</i>				
Hillerson	Colleen	Clarke County Rep Board of Directors	8/17/2010	7/31/2013
				4 Yr
<i>Regional Airport Authority</i>				
Ash	David L.	County Administrator	1/29/2010	12/31/2010
Crawford	John		5/20/2008	6/30/2012
Weiss	David	BOS - Liaison	1/19/2010	12/31/2011
				4 Yr
<i>Shenandoah Area Agency on Aging, Inc.</i>				
Hudson	John		8/17/2010	9/30/2014
Roper	Anthony	Sheriff	9/18/2007	9/30/2011

# Clarke County Board of Supervisors



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

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

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

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

White Post Voting District  
A.R. Dunning  
(540) 837-1719

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

## Resolution of the Clarke County Board of Supervisors Relating to the Support of the Virginia Sesquicentennial of the American Civil War Commission 11-01R

WHEREAS, the Clarke County Board of Supervisors supports the inclusion of all of its citizens in learning about the county's history and its relationship to the present and opportunities for the future, as well as supporting the promotion of economic development and heritage tourism in Clarke County; and

WHEREAS, the Virginia Sesquicentennial of the American Civil War Commission [the Commission] was created in 2006 by the General Assembly of Virginia for the purpose of preparing for and commemorating the 150<sup>th</sup> anniversary of Virginia's participation in the American Civil War; and,

WHEREAS, the Commission has requested that each locality in Virginia form a Sesquicentennial Committee to aid in planning and implementation of local activities for the commemoration period of 2011-2015; and,

WHEREAS, the Clarke County Board of Supervisors wishes to undertake this endeavor with the Commission, and with its regional planning partner the Shenandoah Valley Battlefields National Historic District [of which Clarke County is one of the eight constituent counties as determined by Congress], to promote and commemorate this important historic milestone.

**NOW, THEREFORE, BE IT RESOLVED**, by the Clarke County Board of Supervisors, that:

1. The Board of Supervisors hereby desires to support the Virginia Sesquicentennial of the American Civil War Commission and its efforts to commemorate the 150<sup>th</sup> anniversary of Virginia's participation in the American Civil War during the period 2011 through 2015.
2. Clarke County will be represented in the activities of the Commission by the Clarke County Committee on the Sesquicentennial of the Civil War and Emancipation [the 150<sup>th</sup> Committee], whose purposes will include:
  - a. To commemorate the 150<sup>th</sup> anniversary of the American Civil War and Emancipation as they happened in Clarke County, Virginia acknowledging the

diversity of local historic positions concerning the War, the “home front” struggles during wartime, and the legacies of the War for county people.

- b. To enable all citizens of Clarke County to participate in the regional, state, and national commemorations, while learning more about the history of their own country.
  - c. To make Clarke County better known and more accessible to people interested in its history.
  - d. To leave an enriched record of this local history for future citizens of the county.
3. Membership of the 150<sup>th</sup> Committee shall include:
- One member of, or appointed by, the Clarke County Board of Supervisors;
  - One member of or appointed by the Clarke County Historic Preservation Commission;
  - One member of or appointed by the Clarke County Historical Association;
  - One member of or appointed by the Clarke County African-American Cultural Center / Josephine Community Museum;
  - One representing the administration of the Clarke County Public Schools; and one member representing the Shenandoah Valley Battlefields Foundation.
  - Other members, representative of the diversity of the community, shall be recruited by the Committee.
  - The organizing chairman, pending elections by the Committee, is Robert Stieg, Jr., with existing initial volunteers on the organizing committee including Adeela Al-Khalili, Charles Johnston, Maral Kalbian, Jennifer Lee, Howard Means, Michael Murphy, Jesse Russell, and John Sours.
4. The Clarke County Board of Supervisors shall be periodically kept informed of the activities of the Clarke County Civil War Sesquicentennial Committee.

Adopted this 18th day of January 2011

Attest:

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



**Board of Supervisors Work Session**  
**February 7, 2011 10:00 Am**  
**Second Floor, Conference Rooms A & B**  
**Berryville/Clarke County Government Center**  
**101 Chalmers Court**  
**Berryville, Virginia 22611**

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1. FY2012 Budget Review and Discussion

Tom Judge, Director Joint Administrative Services, will be present to review the FY2012 Budget.

**2/7/2011 Summary: Supervisor Staelin moved to direct staff to ensure that any proposed budget require no increase in the real estate property tax rate above the current rate. The motion passed by the following vote:**

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

**Following the direction given to staff, the Board agreed by consensus to send a letter to the School Board encouraging their fiscal constraint as well.**

2. Closed Sessions Items:

A. Berryville Clarke County Government Center Update

The Board anticipates convening in closed session pursuant to 2.2-3711(A)(7) to consult with staff on issues related to negotiation and probable litigation regarding the Joint Government Center.

B. Clarke County Courthouse Project Change Order Update

The Board anticipates convening in closed session pursuant to 2.2-3711(A)(7) to consult with staff regarding the potential need to secure legal assistance.

C. Citizen Convenience Center

The Board anticipates convening in closed session pursuant to 2.2-3711(A)(7) to consult with staff regarding the potential need to secure legal assistance.

**02/07/2011 Summary: Supervisor Byrd moved to convene into Closed Session pursuant to 2.2-3711-(A)(7) for Item 2 – A, B and C pertaining to actual or probable litigation and consultation with staff regarding specific legal matters. The motion was approved by the following vote.**

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

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:**

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

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

#### CERTIFICATION OF CLOSED SESSION

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

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

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

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

J. Michael Hobert, Chair	-	Aye
David S. Weiss, Vice Chair	-	Aye
Barbara J. Byrd	-	Aye



A.R. Dunning, Jr. - Absent  
John R. Staelin - Aye

**No action was taken on matters discussed in Closed Session.**

3. Labor Camp Text Amendment TA-11-01

The Clarke County Board of Supervisors requests the amendment of the County Zoning Ordinance:

- Section 3-A-1, Agricultural-Open Space-Conservation (AOC) Zoning District, so as to add to the list of Special Uses and Structures: 'Labor Camps' and
- Section 3-C, Supplementary Regulations, so as to add regulations for the use 'Labor Camps' stating: "Labor Camps shall be in compliance with all applicable County, State, and Federal regulations (including Occupational Safety and Health Administration (OSHA) standards)."

This amendment would add Labor Camps to AOC Zoning Ordinance Section 3-A-1, Special Uses and Structures. In August of 2008, the Board of Supervisors approved several amendments to the list of uses allowed in the AOC Zoning District. One of these amendments deleted the use 'Labor Camps'. At that time there were three facilities that were identified as having been Labor Camps, but none were operating. Any use, that is not allowed in a zoning district, that is discontinued for more than two years cannot start operation again unless it conforms to current regulations. The Board was not unanimous in the decision to delete Labor Camps. Board members observed that 'Labor Camps' could facilitate agricultural activities in the County. Board members also observed that the three inactive Labor Camps were probably not in conformance with current state and federal rules. After some discussion, which is generally captured in the August of 2008 meeting minutes (*see page 607 in the attached*), the Board agreed to delete Labor Camps, but after two years consider reestablishing the use. Such action would require former Labor Camps, as well as new Labor Camps, to conform to contemporary state and federal standards. The proposed text is basically the same as the text that was deleted in 2008. If the Board initiates this amendment, the amendment will go to the Planning Commission on March 4<sup>th</sup> to set public hearing on April 1<sup>st</sup>.

Action to be taken:

Approve a resolution initiating an amendment to the County Zoning Ordinance so as to add 'Labor Camps' to the list of Special Uses and Structures in the AOC Zoning District and add Supplementary Regulations for Labor Camps.

**2/7/2011 Summary: By consensus, the Board of Supervisors directed staff to add discussion of this item on the February 15, 2011 Regular Meeting Agenda.**

4. Virginia Cooperative Extension Proposed Restructure

01/18/2011: regular meeting, Bryan Conrad presented a position statement to Virginia Tech drafted by the Clarke County Farm Bureau on behalf of the Clarke County Board of Supervisors regarding the restructuring of Virginia Cooperative Extension. The Board instructed the County Administrator to review and prepare correspondence.

1/28/2011: Alan Grant, Virginia Tech, announced that they were suspending any activity with regard to the restructure.

2/2/2011: The Board Chair instructed the County Administrator to advise Virginia Tech that the Clarke County Board of Supervisors concurred in the suspension of the current activities and requests that Clarke County be consulted early in any further reconsideration of this activity.

**2/7/2011 Summary: By consensus, the Board of Supervisors instructed the County Administrator to distribute his February 2, 2011 letter in regard to Cooperative Extension restructure to the Supervisors, local Extension Office, local 4-H leaders and the local Farm Bureau.**

**Additional Items added at the 02/07/2011 Work Session**

5. Code Changes: Chapter 143 Septic Systems CC-11-01 and Chapter 154-4-B Stormwater Management CC-11-02 – Set Public Hearing

**2/7/2011 Summary: Chuck Johnston reviewed the proposed Code changes with the Board and advised them that additional information, along with a request to set public hearing, would be available at the February 15, 2011 Regular Meeting. By consensus, the Board of Supervisors added these items to the February 15, 2011 Regular Meeting Agenda provided the backup information was available in time.**

**He further advised the Board that he hopes to have available the information necessary for the Board to consider setting a public meeting on the Double Tollgate Community Development Block Grant Project.**

# Clarke County Board of Supervisors



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

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

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

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

White Post Voting District  
A.R. Dunning  
(540) 837-1719

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

February 7, 2011

Ms. Barbara Lee, Chairman  
Clarke County School Board  
309 West Main Street  
Berryville, VA 22611

Re: Budget Planning FY 12

Dear Ms. Lee:

As we all work to develop our fiscal year 2012 budgets, I am sure you are aware of the challenges we all face. Our preliminary budget work with Mr. Judge confirms a substantial anticipated budget deficit.

The Supervisors raised taxes over the last several years but have agreed not to do so this year as many of our citizens continue to face reduced incomes due to the Great Recession. The Supervisors do plan to increase local school funding by 4% (\$559,288) to cover the increase in local school debt service, but we do not anticipate any increase in local funding for school operations. We commend you for conserving your carried over funds and request School Board consideration of applying a portion of these funds to any proposed increase to FY 12 capital expenditures.

The Supervisors recognize that all areas of local government (including schools) face state funding cuts and new unfunded mandates. It is also clear that Clarke Schools face the additional challenge of adjusting for the substantial decrease our schools have seen in student enrollment (about 10% in 5 years), which have lowered student/teacher ratios, raised per pupil funding from the Supervisors but resulted in reduced state funding. We also recognize federal "JOBS" funding for education is not expected to be available after FY12 and will cause additional fiscal pressures in FY13.

101 Chalmers Court, Suite B  
Berryville, VA 22611

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

P:\admin\Lora B\Correspondence\Hobert, J Michael\2011-02-07\_CCPS\_FY2012\_Budget\_Planning\_Hobert to\_Lee.doc

Telephone: [540] 955-5175

Fax: [540] 955-5180

We respect and appreciate all of the efforts you are making to manage with fewer resources during this period. As we have previously said, we believe our teachers and administration are performing very well under these difficult circumstances and your continuing work in this regard is greatly appreciated. We request you continue to do what you can to fashion a request that meets the above goals for the coming year.

If you have any question or would like to discuss any of these matters further, please don't hesitate to contact me.

Sincerely,

Michael Hobert, Chairman

MH:sm

cc: Dr. Michael Murphy  
Clarke County School Board

MEMORANDUM

TO: Board of Supervisors  
CC: David Ash, County Administrator  
FR: Thomas Judge, Director of Joint Administrative Services  
DT: February 7, 2011  
RE: *FY 12 Discussion at Board Worksession*

A draft of the FY 12 Budget is attached for updating the Board on process to date. The Finance Committee has reviewed and adjusted General Fund revenues, and heard budget presentations from the Sheriff, Social Services Director, and the Extension Agent.

Requests have been made for all agencies other than the School Division, and these requests are shown. Figures for School Debt Service and the Schools ten year capital plan are shown, however. The Finance Committee will be reviewing and adjusting these requests with the goal of reducing the deficit.

*Net Tax Funding*

FUND	FY 2011 Budget	Variance	Percent Variance	FY 2012 Proposed	
<b>EXPENDITURE</b>					
General Fund	8,153,177	(25,020)	-0.3%	8,128,157	
Social Services	1,397,588	(45,639)	-3.3%	1,351,949	
School Operating Fund	18,931,781	-	0.0%	18,931,781	Flat pending school board request
School Food Service Fund	759,952	-	0.0%	759,952	Flat pending school board request
CSA Fund	1,100,583	(77,989)	-7.1%	1,022,594	
Conservation Easement	480,000	(180,000)	-37.5%	300,000	
Government Capital Projects	390,491	1,656,148	424.1%	2,046,639	
School Capital Projects	690,400	154,518	22.4%	844,918	
Government Debt Service	364,701	9,428	2.6%	374,129	
School Debt Service Fund	3,636,438	485,758	13.4%	4,122,196	
Joint Services Fund	510,810	10,969	2.1%	521,779	
Unemployment Comp Fund	15,000	10,000	66.7%	25,000	
Total	36,430,921	1,998,173	5.5%	38,429,094	
<b>CATEGORICAL REVENUE</b>					
General Fund	2,419,100	23,997	1.0%	2,443,097	
Social Services	989,200	(53,867)	-5.4%	935,333	
School Operating	8,943,033	(25,360)	-0.3%	8,917,673	
School Food Service Fund	759,952	-	0.0%	759,952	
CSA Fund	453,945	17,352	3.8%	471,297	
Conservation Easement	320,000	(170,000)	-53.1%	150,000	
Government Capital Projects	-	770,045	0.0%	770,045	
School Capital Projects	154,000	-	0.0%	154,000	
Government Debt Service	-	-	0.0%	-	
School Debt Service	218,070	(73,530)	-33.7%	144,540	
Joint Services Fund	-	-	0.0%	-	
Unemployment Comp Fund	-	-	0.0%	-	
Total	14,257,300	488,637	3.4%	14,745,937	
<b>NON-CATEGORICAL REVENUE REQUIRED</b>					
General Fund	5,734,077	(49,017)	-0.9%	5,685,060	
Social Services	408,388	8,228	2.0%	416,616	
School Operating Fund	9,988,748	25,360	0.3%	10,014,108	
School Food Service Fund	-	-	0.0%	-	
CSA Fund	646,638	(95,341)	-14.7%	551,297	
Conservation Easement	160,000	(10,000)	-6.3%	150,000	
Government Capital Projects	390,491	886,103	226.9%	1,276,594	
School Capital Projects	536,400	154,518	28.8%	690,918	
Government Debt Service	364,701	9,428	2.6%	374,129	
School Debt Service	3,418,368	559,288	16.4%	3,977,656	
Joint Services Fund	510,810	10,969	2.1%	521,779	
Unemployment Comp Fund	15,000	10,000	66.7%	25,000	
Total	22,173,621	1,509,536	6.8%	23,683,157	
<b>BUDGET BALANCING</b>					
GF Estimated Non-categorical revenue	22,158,026	35,716	0.2%	22,193,742	
Surplus/(Deficit)	(15,596)	(1,473,805)	9449.9%	(1,489,401)	
Pay-as-you-go	370,000	280,000	75.7%	650,000	
Surplus/(Deficit) Net of pay-as-you-go	354,404	(1,193,805)	-336.8%	(839,401)	

<b>Pay-as-you-go Elements</b>	
Conservation Easement	150,000
Parks Master Plan	100,000
Senior Center & Park Office	400,000
	<u>650,000</u>

**FOR THE FISCAL YEAR  
COMMENCING JULY 1, 2011 AND ENDING JUNE 30, 2012**

	FY10 Original Budget	FY10 Audited Actual	FY11 Adopted Budget	01/31/11 FY11 Revised Budget	FY12 Proposed Budget	Variance 12 Proposed- 11 Adopted
<b>EXPENDITURE</b>						
Board of Supervisors	66,680	52,332	64,272	64,272	58,424	(5,848)
County Administrator	263,452	257,905	260,019	260,019	256,031	(3,988)
Legal Services	73,822	65,963	68,611	68,611	71,872	3,261
Commissioner of Revenue	248,274	238,838	244,462	244,462	239,657	(4,805)
Assessor	65,504	64,140	65,322	65,322	64,782	(540)
Equalization Board	12,918	4,350	-	-	-	-
Treasurer	277,963	273,348	282,392	282,392	277,205	(5,187)
Information Technology	288,605	232,393	259,243	259,243	258,057	(1,186)
Electoral Board	32,520	21,565	33,172	33,172	40,442	7,270
General Registrar	66,624	58,964	65,493	65,493	66,067	574
Circuit Court	18,180	11,693	12,180	12,180	12,180	-
General District Court	9,821	9,391	4,821	4,821	5,064	243
Magistrate	1,350	720	1,000	1,000	1,000	-
J&D Court	5,650	7,590	4,650	4,650	4,571	(79)
Clerk of the Circuit Court	96,790	83,855	90,720	90,720	89,263	(1,457)
Victim/Witness Coordinator	40,638	41,619	39,307	39,307	40,867	1,560
Division of Court Services	3,500	1,404	2,000	2,000	3,178	1,178
Blue Ridge Legal Services	2,000	2,000	2,000	2,000	2,000	-
Commonwealth Attorney	242,590	241,332	239,529	239,529	239,986	457
Commonwealth Attorney Grants	36,840	36,128	30,420	30,420	30,755	335
Sheriff	1,540,646	1,465,044	1,456,895	1,456,895	1,470,521	13,626
Sheriff's Grants	99,433	92,109	109,283	109,283	87,964	(21,319)
Communications	391,593	402,614	392,921	392,921	399,390	6,469
Communications Grants	9,695	8,587	39,202	39,202	11,600	(27,602)
Criminal Justice Training Center	15,162	15,485	15,500	15,500	17,000	1,500
Drug Task Force	12,000	8,912	10,500	10,500	12,000	1,500
Emergency Medical Services	369,003	350,633	369,471	369,471	368,806	(665)
Volunteer Fire Companies	42,611	41,264	40,905	40,905	40,905	-
Blue Ridge Volunteer Fire Company	50,000	50,000	50,000	50,000	50,000	-
Boyce Volunteer Fire Company	50,000	50,000	50,000	50,000	60,820	10,820
Enders Volunteer Fire Company	75,000	75,000	75,000	75,000	75,000	-
Shenandoah Farms Volunteer Fire Company	50,000	50,000	50,000	50,000	50,000	-
Lord Fairfax Emergency Medical Services	4,929	4,929	4,929	4,929	4,929	-
Forestry Service	3,576	2,231	2,231	2,231	2,231	-
Regional Jail	414,298	397,675	427,776	483,066	427,776	-
Juvenile Detention Service	42,988	40,285	25,884	25,884	31,192	5,308
Probation Office	2,050	719	900	900	925	25
Building Inspections	139,609	130,688	135,526	135,526	134,948	(578)
Animal Control	138,524	89,613	88,794	88,794	89,746	952
Medical Examiner	300	100	150	150	150	-
Refuse Disposal	180,000	177,654	156,000	156,000	156,000	-
Litter Control	6,337	5,930	5,429	5,429	5,429	-
Sanitation	39,200	38,882	19,000	19,000	19,000	-
Maintenance/Buildings & Grounds	985,422	573,741	823,909	823,909	746,512	(77,397)
Local Health Department	199,000	199,000	199,000	199,000	207,372	8,372
Our Health	6,500	6,500	6,500	6,500	6,500	-
Northwestern Community Services	82,000	82,000	82,000	82,000	82,000	-
Northwestern Health Services	746	-	-	-	-	-
Concern Hotline	1,000	1,000	1,000	1,000	2,000	1,000
NW Works	1,000	1,000	1,000	1,000	2,000	1,000
Shenandoah Area Agency on Aging	35,000	35,000	35,000	35,000	45,000	10,000
Loudoun Transit Service	17,639	17,639	17,639	17,639	17,639	-
Abused Women's Shelter	2,500	2,500	2,000	2,000	3,000	1,000

**FOR THE FISCAL YEAR  
COMMENCING JULY 1, 2011 AND ENDING JUNE 30, 2012**

	FY10 Original Budget	FY10 Audited Actual	FY11 Adopted Budget	01/31/11 FY11 Revised Budget	FY12 Proposed Budget	Variance 12 Proposed- 11 Adopted
Access Independence (serves the disabled)	1,000	1,000	1,000	1,000	1,000	-
Disability Services Board	707	-	-	-	-	-
Lord Fairfax Community College	15,043	15,043	15,043	15,043	16,012	969
Parks Administration	343,328	327,063	334,529	334,529	339,432	4,903
Recreation Center	103,153	92,385	101,710	101,710	101,994	284
Swimming Pool	85,291	70,095	85,712	85,712	88,679	2,967
Concession Stand	-	17,786	20,177	20,177	21,237	1,060
Parks Programs	285,244	193,558	245,834	245,834	247,846	2,012
Virginia Commission for Arts	4,000	4,000	4,000	10,000	10,000	6,000
Regional Library	182,119	182,119	182,119	182,119	191,225	9,106
Planning Administration	456,844	448,150	415,753	421,409	426,628	10,875
Rain Barrel Program	11,700	4,957	-	-	-	-
Help With Housing	7,200	7,200	7,200	7,200	7,200	-
Board of Zoning Appeals	3,620	847	3,620	3,620	3,620	-
Office of Economic Development	60,000	18,976	41,439	41,439	46,598	5,159
Berryville Development Authority	18,800	1,340	11,800	11,800	11,800	-
Berryville Main Street	-	60,000	-	-	-	-
Small Business Development Center	2,000	2,000	2,000	2,000	5,000	3,000
Blandy Experimental Farm	4,000	4,000	4,000	4,000	4,000	-
Planning Commission	55,117	24,581	27,467	27,467	27,467	-
Board of Septic Appeals	2,739	1,396	2,739	2,739	2,739	-
Historic Preservation Commission	7,500	13,353	7,500	7,500	7,500	-
NSV Regional Planning District Commission	10,692	12,810	10,692	10,692	10,310	(382)
Regional Airport	5,000	5,000	5,000	5,000	5,000	-
Friends of the Shenandoah	4,000	4,000	4,000	4,000	4,500	500
Lord Fairfax Soil & Water Conservation	9,500	9,500	9,500	9,500	9,500	-
Biosolids Application	13,642	20,999	16,041	16,041	19,001	2,960
Cooperative Extension	71,939	43,663	47,345	49,180	47,113	(232)
Northern Virginia 4-H Center	3,000	3,000	3,000	3,000	3,000	-
Non-Departmental Legal/Prof. Contingency	76,744	-	80,000	80,000	80,000	-
Social Services	1,378,727	1,273,077	1,397,588	1,397,588	1,351,949	(45,639)
School Operations	19,358,114	19,083,149	18,931,781	18,931,781	18,931,781	-
School Food Service	765,581	724,035	759,952	759,952	759,952	-
Comprehensive Services Act	906,935	997,703	1,100,583	1,100,583	1,022,594	(77,989)
Public Safety Fund	-	11,986	-	-	-	-
Conservation Easement	292,000	1,869,437	480,000	480,000	300,000	(180,000)
General Capital Improvements	259,723	553,063	390,491	480,835	2,046,639	1,656,148
School Capital Improvements	518,585	2,588,595	690,400	841,847	844,918	154,518
General Debt Service	476,676	355,200	364,701	364,701	374,129	9,428
School Debt Service	3,494,057	3,494,857	3,636,438	3,723,191	4,122,196	485,758
Joint Administrative Services	523,241	505,981	510,810	510,810	521,779	10,969
Unemployment Compensation	15,000	16,404	15,000	15,000	25,000	10,000
<b>TOTAL EXPENDITURE</b>	<b>36,694,043</b>	<b>39,184,573</b>	<b>36,430,921</b>	<b>36,828,246</b>	<b>38,429,094</b>	<b>1,998,173</b>
<i>Local Funds for Schools</i>	<i>13,972,365</i>	<i>11,850,690</i>	<i>13,943,516</i>	<i>14,094,963</i>	<i>14,682,682</i>	<i>869,514</i>
<b>ESTIMATED REVENUE</b>						
<b>LOCAL REVENUE</b>						
Current Real Estate Taxes	12,908,467	13,001,364	13,395,543	13,395,543	13,307,377	(88,166)
Delinquent Real Estate Taxes	137,118	184,550	74,876	74,876	143,997	69,121
Proceeds from Delinquent Land Sale	60,000	56,395	-	-	-	-
Public Service Corporation Real Estate	225,122	287,417	288,879	288,879	356,500	67,621
Current Personal Property Taxes	2,962,881	3,066,477	2,963,642	2,963,642	2,963,642	-



**FOR THE FISCAL YEAR  
COMMENCING JULY 1, 2011 AND ENDING JUNE 30, 2012**

	FY10 Original Budget	FY10 Audited Actual	FY11 Adopted Budget	01/31/11 FY11 Revised Budget	FY12 Proposed Budget	Variance 12 Proposed- 11 Adopted
Delinquent Personal Property Taxes	85,000	92,661	109,854	109,854	100,000	(9,854)
Mobile Home Taxes	893	82	963	963	1,102	139
Machinery and Tools Taxes	267,670	254,468	207,611	207,611	238,537	30,926
Delinquent Taxes on Machinery & Tools	359	103	-	-	-	-
Penalties (All Property Taxes)	114,179	129,178	98,425	98,425	113,802	15,377
Interest (All Property Taxes)	64,880	88,267	61,370	61,370	88,268	26,898
Administrative Costs Delinq	2,972	8,930	3,810	3,810	8,930	5,120
DMV Stop Fee	-	80	440	440	440	-
Sales and Use Taxes	762,030	737,458	752,668	752,668	707,960	(44,708)
Consumer's Utility Taxes	372,571	372,949	376,348	376,348	376,348	-
Consumption Tax	34,779	39,860	34,779	34,779	36,991	2,212
Communications Tax	447,138	449,599	416,393	416,393	449,600	33,207
Business License Tax	22,448	24,210	24,000	24,000	24,000	-
Franchise License Tax	-	16,921	-	-	5,000	5,000
Motor Vehicle Licenses	277,730	290,851	277,730	277,730	290,851	13,121
Motor Vehicle License Penalty	1,500	125	310	310	125	(185)
Recordation Taxes	146,812	156,609	150,000	150,000	156,608	6,608
Taxes on Wills	4,468	12,454	6,265	6,265	7,777	1,512
Transient Occupancy Tax	17,562	16,058	15,226	15,226	16,058	832
Animal Licenses	12,000	10,466	11,848	11,848	10,463	(1,385)
Animal Shelter Fees - Dogs & Cats	9,711	5,852	5,576	5,576	6,909	1,333
Spay & Neuter Fund Distribution	-	105	105	105	90	(15)
Dangerous Dog Registration	50	-	-	-	-	-
Land Use Application Fees Penalty	6,300	2,400	6,000	6,000	3,000	(3,000)
Land Use Application Fees	30,000	200	26,250	26,250	500	(25,750)
Transfer Fees	614	435	601	601	601	-
Zoning and Subdivision Permits	65,600	83,795	65,600	65,600	45,000	(20,600)
Building Permits	127,471	115,203	92,000	92,000	92,000	-
Road Sign Fees	200	-	90	90	100	10
New Dwelling Address Fee	2,340	1,340	990	990	1,000	10
Mapping Fee	1,158	1,300	900	900	1,000	100
Sign Permits and Inspection Fees	772	-	772	772	1,000	228
Rain Barrel Sales	11,700	1,800	4,000	4,000	2,250	(1,750)
Weapons Permits	5,500	4,289	4,463	4,463	5,000	537
Other permits, fees, and licenses	900	5,200	1,075	1,075	2,988	1,913
Court Fines and Forfeitures	298,000	224,547	240,000	240,000	290,000	50,000
DNA Fees - Blood Test	141	209	203	203	-	(203)
Courthouse Security Fees	45,000	52,633	45,000	45,000	55,000	10,000
Interest on Bank Deposits	30,187	69,855	132,379	132,379	81,048	(51,331)
Rental of Property	74,908	74,871	74,908	74,908	51,772	(23,136)
Excess Fees of Clerks	2,000	497	-	-	500	500
Sheriff's Fees	800	796	797	797	800	3
Commonwealth's Attorney Fees	554	401	573	573	573	-
Court Appointed Attorney	160	545	160	160	273	113
Central Alarm - Berryville	2,000	2,000	2,000	2,000	2,000	-
Jail Processing Fee	1,500	1,152	1,348	1,348	1,200	(148)
Revenue from Shared Costs - Berryville	106,706	62,300	30,000	30,000	59,282	29,282
Wireless E-911	37,600	31,390	39,203	39,203	11,600	(27,603)
Humane Foundation Contribution	19,561	25,000	25,000	25,000	25,000	-
Recycling Rebate	30,000	62,320	57,000	57,000	93,112	36,112
Recreation Center Fees	40,000	61,280	37,859	37,859	35,250	(2,609)
Swimming Pool Fees	115,753	92,167	93,412	93,412	91,000	(2,412)
Concession Stand Revenue	-	21,317	21,985	21,985	20,000	(1,985)
Parks Programs Fees	287,578	195,997	231,440	231,440	231,440	-

**FOR THE FISCAL YEAR**  
**COMMENCING JULY 1, 2011 AND ENDING JUNE 30, 2012**

	FY10 Original Budget	FY10 Audited Actual	FY11 Adopted Budget	01/31/11 FY11 Revised Budget	FY12 Proposed Budget	Variance 12 Proposed- 11 Adopted
Sale of Publications	351	15	40	40	100	60
Zoning Research Fee	120	150	60	60	100	40
Engineer's Fees	50,000	28,049	14,377	14,377	7,000	(7,377)
Biosolids Application Fees	13,642	15,172	16,041	16,041	19,000	2,959
Gas Tax & Other Refunds	28,162	18,017	30,008	30,008	8,318	(21,690)
Gifts & Donations in Lieu of Taxes	2,500	2,500	2,500	2,500	3,000	500
Sale of Salvage & Surplus Property	1,000	272	1,000	1,000	272	(728)
Revenue from Sale of Industrial Park	59,000	-	-	-	-	-
Sale of Vehicles	5,000	2,140	2,140	2,140	3,055	915
Insurance Adjustments	-	10,114	3,632	3,632	5,057	1,425
Miscellaneous Revenue	11,551	3,629	9,867	9,867	9,466	(401)
Loan Repayment	16,875	18,622	3,495	3,495	3,495	-
Insurance Recovery	12,205	4,775	12,899	12,899	12,327	(572)
Welfare	-	41,724	-	-	-	-
Comprehensive Services Act	-	16,730	-	-	-	-
School Operations	312,534	348,678	289,997	289,997	357,193	67,196
School Food Service	608,826	505,087	553,509	553,509	553,509	-
Public Safety Fund	-	4,200	-	-	-	-
Conservation Easement	-	14,759	-	-	-	-
General Capital Projects	62,544	112,537	-	25,194	770,045	770,045
School Capital Projects Proffers	-	559	-	-	-	-
School Capital Projects	-	997,038	-	-	-	-
Parks Construction Fund	-	1,929	-	-	-	-
General Debt Service	-	9,910	-	-	-	-
School Debt Service	295,769	3,446,815	218,070	218,070	14,192	(203,878)
<b>TOTAL LOCAL REVENUE</b>	<b>21,763,422</b>	<b>26,102,147</b>	<b>21,670,304</b>	<b>21,695,498</b>	<b>22,381,793</b>	<b>711,489</b>
<b>REVENUE FROM THE COMMONWEALTH OF VIRGINIA</b>						
Motor Vehicles Carrier's Taxes	16,676	-	19,381	19,381	19,426	45
Mobile Home Titling Tax	-	45	1,641	1,641	45	(1,596)
Tax on Deeds (Grantor's Tax)	110,198	116,593	110,198	110,198	110,198	-
Quarterly Rental Tax	2,154	2,532	2,464	2,464	2,464	-
Personal Property Tax Relief	2,483,842	2,483,842	2,483,842	2,483,842	2,483,842	-
Commonwealth's Attorney	188,814	182,638	182,480	182,480	181,379	(1,101)
Sheriff	780,095	706,339	712,006	712,006	717,325	5,319
Commissioner of Revenue	94,296	89,089	81,121	81,121	80,451	(670)
Treasurer	104,338	95,884	84,226	84,226	81,864	(2,362)
Medical Examiner	-	-	-	-	-	-
Registrar	48,521	40,962	36,280	36,280	30,414	(5,866)
Clerk of the Circuit Court	6,481	10,373	11,606	11,606	19,659	8,053
DMV CPSF Grant	3,000	-	2,277	2,277	-	(2,277)
DMV 402 Grant	7,000	12,971	15,000	15,000	7,677	(7,323)
Emergency Services Grants	-	2,699	-	-	3,314	3,314
Litter Control	6,337	5,125	5,429	5,429	5,429	-
Other Categorical Aid	9,540	-	9,250	9,250	7,810	(1,440)
Fire Programs Fund	37,071	40,323	40,905	40,905	40,905	-
Virginia Commission for the Arts	2,000	2,000	2,000	5,000	5,000	3,000
Welfare	987,334	261,888	989,200	989,200	935,333	(53,867)
School Operations	7,344,039	6,868,030	7,817,233	7,817,233	7,505,022	(312,211)
School Food Service	9,755	9,443	9,443	9,443	9,443	-
Comprehensive Services Act	443,261	520,166	453,945	453,945	471,297	17,352
Public Safety Fund	-	4,748	-	-	-	-
Conservation Easement	-	689,604	-	-	150,000	150,000
General Capital Projects	-	44,500	-	25,000	-	-

**FOR THE FISCAL YEAR  
COMMENCING JULY 1, 2011 AND ENDING JUNE 30, 2012**

	FY10 Original Budget	FY10 Audited Actual	FY11 Adopted Budget	01/31/11 FY11 Revised Budget	FY12 Proposed Budget	Variance 12 Proposed- 11 Adopted
School Capital Projects	180,000	204,341	154,000	154,000	154,000	-
School Debt Service	38,051	48,042	-	-	-	-
<b>TOTAL COMMONWEALTH REVENUE</b>	<b>12,902,803</b>	<b>12,442,179</b>	<b>13,223,927</b>	<b>13,251,927</b>	<b>13,022,297</b>	<b>(201,630)</b>
<b>FEDERAL REVENUE</b>						
Payment in Lieu of Taxes	4,815	5,554	8,337	8,337	5,554	(2,783)
Crime Victims Assistance	35,198	38,257	30,784	30,784	30,784	-
Multi Agency Federal Task Force	59,300	69,993	65,000	65,000	65,000	-
DOJ Vest Grant	5,051	6,693	-	-	-	-
DOJ Local Law Enforcement Block Grant	23,338	2,173	4,114	4,114	4,500	386
SCAAP Grant	-	7,149	7,149	7,149	5,416	(1,733)
ARRA Byrne Justice Assistance Grant	-	36,100	23,338	23,338	10,789	(12,549)
Conservation Easement	146,000	748,250	320,000	320,000	-	(320,000)
V-Stop	27,738	27,150	29,570	29,570	30,754	1,184
Public Assistance and Welfare Admin	-	535,869	-	-	-	-
Public Safety Fund	-	2,620	-	-	-	-
School Operations	1,088,959	1,402,968	835,803	835,803	1,055,458	219,655
School Food Service	147,000	209,505	197,000	197,000	197,000	-
General Capital Projects	-	116,102	-	40,150	-	-
School Capital Projects	-	146,799	-	-	-	-
School Debt Service	139,039	-	-	86,753	130,348	130,348
<b>TOTAL FEDERAL REVENUE</b>	<b>1,676,438</b>	<b>3,355,183</b>	<b>1,521,095</b>	<b>1,647,998</b>	<b>1,535,603</b>	<b>14,508</b>

**BUDGET BALANCE PROCEDURE**

TOTAL EXPENDITURES	36,694,043	39,184,573	36,430,921	36,828,246	38,429,094	1,998,173
TOTAL REVENUE	36,342,663	41,899,509	36,415,326	36,595,423	36,939,693	524,367
<b>SURPLUS (DEFICIT)</b>	<b>(351,380)</b>	<b>2,714,936</b>	<b>(15,595)</b>	<b>(232,823)</b>	<b>(1,489,401)</b>	<b>(1,473,806)</b>
FROM FUND BALANCE	351,380	(2,714,936)	15,595	232,823	1,489,401	1,473,806
<b>NET</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**SURPLUS/DEFICIT ADJUSTMENTS:**

TOTAL SURPLUS (DEFICIT) ADJUSTMENTS	-
ADJUSTED SURPLUS (DEFICIT)	(1,489,401)
PAY-AS-YOU-GO	650,000
<b>SURPLUS (DEFICIT) NET OF PAY-AS-YOU-GO</b>	<b>(839,401)</b>

**ALL TAX RATES ARE BASED ON EACH \$100  
OF ASSESSED VALUATION**

	2011
1. Real Estate, including the real estate of public service corporations**	\$ 0.62
2. Tangible personal property except machinery and tools and qualified Fire and Rescue Vehicles*	\$ 4.83
3. Tangible Machinery and tools	\$ 1.25
4. Tangible personal property of qualified Fire & Rescue Vehicles*	\$ 2.42

\*\* Mobile Homes will be assessed as personal property, but taxed at the same rate as real estate.  
\* Personal Property Tax Relief by the Commonwealth of Virginia for vehicles valued between \$1,001 and \$20,000 is increased from

	FY 10 Audited Actual		FY 11 Adopted Budget		FY 12 Proposed Budget		
	Expenditure	Categorical Revenue	Expenditure	Categorical Revenue	Expenditure	Categorical Revenue	Percent as %
		Noncategorical Revenue		Noncategorical Revenue		Noncategorical Revenue	Expend.
<b>GENERAL GOVERNMENT ADMINISTRATION:</b>							
Legislative							
Board of Supervisors	52,332	52,332	64,272	64,272	58,424	58,424	100%
General and financial administrator	237,905	237,905	240,019	240,019	256,031	256,031	100%
County Administrator	16,404	16,404	15,000	15,000	23,000	23,000	100%
Unemployment Compensation	65,963		68,611	160	71,871	273	100%
Legal Services	545	545	68,611	160	71,871	273	100%
Court Appointed Attorney	238,838	89,089	244,462	81,121	239,656	80,451	66%
Commissioner of Revenue	238,838	89,089	244,462	81,121	239,656	80,451	66%
Commissioner of Revenue	64,140	64,140	65,322	65,322	64,781	64,781	100%
Assessor	4,350	4,350					0%
Equalization Board	232,393	232,393	259,243	259,243	248,057	253,057	100%
Information Technology	273,348	435	282,392	601	277,204	601	
Treasurer	95,884	95,884	84,226	84,226	81,864	81,864	
Transfer Fees	80	80	440	440	440	440	
Treasurer	273,348	96,399	282,392	94,517	277,204	90,715	67%
DWV Stop Fee	1,153,341	186,034	1,195,049	173,798	1,192,600	171,438	86%
Other Categorical Aid	38,964		65,493		66,066		
Total general and financial administrator	58,964	40,962	65,493	36,280	66,066	30,414	54%
General Registrar	38,964	40,962	65,493	36,280	66,066	30,414	54%
Regional/Frontal Board	21,565	21,565	33,172	33,172	40,442	40,442	100%
Electoral Board	80,529	40,962	98,665	36,280	106,308	30,414	71%
Total board of elections	1,286,203	226,996	1,337,986	212,078	1,337,532	201,852	85%
Total general government administration	1,286,203	226,996	1,337,986	212,078	1,337,532	201,852	85%
<b>JUDICIAL ADMINISTRATION:</b>							
Courts:							
Circuit Court	11,693	1,362	12,180	3,551	12,180	1,200	90%
Jail Processing Fee	9,391	9,391	4,821	4,821	5,064	5,064	100%
DNA Fees - Blood Test	720	720	1,000	1,000	1,000	1,000	100%
Charges for Other Protection	7,590	7,590	4,650	4,650	4,571	4,571	100%
Jail Time Nonconsecutive	83,855	497	90,720		89,263	500	
General District Court	83,855	10,373	90,720	11,606	89,263	19,659	77%
Magistrate	41,619	38,257	39,307	30,784	40,867	30,783	25%
J&D Court	1,404	1,404	2,000	2,000	3,178	3,178	100%
Clerk of the Circuit Court	83,855	10,373	90,720	11,606	89,263	19,659	77%
Circuit Clerk Business Fees	41,619	38,257	39,307	30,784	40,867	30,783	25%
Clerk of the Circuit Court	1,404	1,404	2,000	2,000	3,178	3,178	100%
Victim/Witness Coordinator	41,619	38,257	39,307	30,784	40,867	30,783	25%
Crim. Victims Assistance	1,404	1,404	2,000	2,000	3,178	3,178	100%
Division of Court Services							



Clarke County  
Proposed Budget by Category  
2/2/2011

	FY 10 Audited Actual		FY 11 Adopted Budget		FY 12 Proposed Budget		Noncat as % Expend.
	Expenditure	Noncategorical Revenue	Expenditure	Noncategorical Revenue	Expenditure	Noncategorical Revenue	
Building Inspections							
Building Permits	130,688	115,203	135,526	92,000	134,947	92,000	32%
Total Inspections	130,688	115,203	135,526	92,000	134,947	92,000	32%
Other protection							
Animal Control	89,613	5,852	88,794	5,576	89,746	6,909	
Animal Shelter Fees - Dogs & Cats		105		105		90	
Spay & Neuter Fund Distribution		25,000		25,000			
Dangerous Dog Registration		10,466		11,848		10,463	
Humane Foundation Contribution		41,422		42,529		42,461	
Animal Licenses							
Total other protection	89,613	41,422	88,794	42,529	89,746	42,461	53%
Medical Examiner	100		150		150		
Medical Examiner	100		150		150		100%
Game Warden							
Total other protection	89,713	2,699	88,944	42,529	89,896	3,314	0%
Total public safety	2,864,688	1,385,632	2,913,744	1,324,578	2,924,911	1,399,468	49%
PUBLIC WORKS							
Sanitation and waste removal	177,654	62,320	156,000	57,000	156,000	93,112	52%
Refuse Disposal	177,654	62,320	156,000	57,000	156,000	93,112	52%
Recycling Rebate							
Sanitation	38,882	115,334	19,000	99,000	19,000	62,888	40%
Litter Control	5,930	38,882	5,429	19,000	5,429	19,000	100%
Litter Control	5,930	5,125	5,429	5,429	5,429	5,429	0%
Assign-A-Highway Program							
Total sanitation and waste removal	222,466	67,445	180,429	62,429	180,429	98,541	45%
Maintenance of general buildings and grounds							
Road Sign Fees	573,741	155,021	573,741	90	573,741	100	0%
Maintenance/Buildings & Grounds	796,207	67,445	1,004,338	62,519	926,941	98,641	89%
Total public works	1,370,000	222,466	1,578,079	152,509	1,500,682	198,741	100%
HEALTH AND WELFARE							
Local Health Department	199,000	199,000	199,000	199,000	207,372	207,372	100%
Our Health	6,500	6,500	6,500	6,500	6,500	6,500	100%
Total health	205,500	205,500	205,500	205,500	213,872	213,872	100%
Mental health and mental retardation							
Chapter 10 Board (Mental Health)	82,000	82,000	82,000	82,000	82,000	82,000	100%
Northwestern Health Services							
Concern Hotline	1,000	1,000	1,000	1,000	2,000	2,000	100%
NW Works	84,000	84,000	84,000	84,000	86,000	86,000	100%
Total mental health and mental retardation	85,000	85,000	85,000	85,000	88,000	88,000	100%
Welfare							
State and Local Hospitalization							
Shenandoah Area Agency on Aging	35,000	35,000	35,000	35,000	45,000	45,000	100%
Loudoun Transit Service	17,639	17,639	17,639	17,639	17,639	17,639	100%
Abused Women's Shelter	2,500	2,500	2,000	2,000	3,000	3,000	100%
Access Independence (serve the disabled)	1,000	1,000	1,000	1,000	1,000	1,000	100%

Clarke County  
Proposed Budget by Category  
2/2/2011

	FY 10 Audited Actual		FY 11 Adopted Budget		FY 12 Proposed Budget		
	Expenditure	Categorical Revenue	Expenditure	Categorical Revenue	Expenditure	Categorical Revenue	Noncat as % Expend.
Disability Services Board							0%
Total welfare	56,139	56,139	55,639	55,639	66,639	66,639	100%
Total health and welfare	345,639	345,639	345,139	345,139	366,511	366,511	100%
<b>EDUCATION:</b>							
Other instructional fees							0%
Literacy Volunteers - Winchester Area							0%
Lord Fairfax Community College	15,043	15,043	15,043	15,043	16,012	16,012	100%
Total Education	15,043	15,043	15,043	15,043	16,012	16,012	100%
<b>PARKS, RECREATION, AND CULTURAL</b>							
Parks and recreation	327,063	327,063	334,529	334,529	339,431	339,431	100%
Parks Administration							
Recreation Center	92,385	61,280	101,710	37,859	101,994	35,250	65%
Recreation Center Fees	92,385	61,280	101,710	37,859	101,994	35,250	65%
Swimming Pool	70,095	92,167	85,712	93,412	88,678	91,000	
Swimming Pool Fees	70,095	92,167	85,712	93,412	88,678	91,000	-3%
Concession Stand	17,786	21,317	20,177	21,985	21,237	20,000	6%
Concession Stand Revenue	17,786	21,317	20,177	21,985	21,237	20,000	6%
<b>Programs</b>							
Parks Program Fees	193,558	195,997	245,834	231,440	247,846	231,440	7%
Total parks, recreation, and cultural	193,558	195,997	245,834	231,440	247,846	231,440	7%
Cultural enrichment	700,887	370,760	787,962	384,696	799,186	377,690	53%
Virginia Commission for Arts	4,000	2,000	4,000	2,000	10,000	5,000	50%
Virginia Commission for the Arts	4,000	2,000	4,000	2,000	10,000	5,000	50%
<b>Library</b>							
Regional Library	182,119	182,119	182,119	182,119	191,225	191,225	100%
Total parks, recreation, and cultural	887,006	372,760	974,081	386,696	1,000,411	382,690	62%
<b>COMMUNITY DEVELOPMENT:</b>							
Planning and community development	448,150	119,049	415,753	118,989	426,628	60,950	86%
Planning Administration	448,150	119,049	415,753	118,989	426,628	60,950	86%
Rain Barrel Program	4,957						0%
Land Use Application Fees	200	26,250		26,250		500	
Land Use Application Fees Penalties	2,400	6,000		6,000		3,000	
Zoning and Subdivision Permits	83,795	65,600		65,600		45,000	
Sale of Publications	15	40		40		100	
Engineer's Fees	28,049	14,377		14,377		7,000	
New Dwelling Address Fee	1,340	990		990		1,000	
Mapping Fee	1,300	772		772		1,000	
Sign Permits and Inspection Fees		150		60		100	
Zoning Research Fee		1,800		4,000		2,250	
Rain Barrel Sales	453,106	119,049	415,753	118,989	426,628	60,950	86%
Clarke County Historical Association							0%
Help With Housing	7,200	7,200	7,200	7,200	7,200	7,200	100%
Rabbit for Humanity							0%
Board of Zoning Appeals	847	847	3,620	3,620	3,619	3,619	100%
Office of Economic Development	18,976	18,976	41,439	41,439	46,598	46,598	100%
Berryville Development Authority	1,340	1,340	11,800	11,800	11,800	11,800	100%

Clarke County  
Proposed Budget by Category  
2/2/2011

	FY 10 Audited Actual		FY 11 Adopted Budget		FY 12 Proposed Budget	
	Expenditure	Categorical Revenue	Expenditure	Categorical Revenue	Expenditure	Categorical Revenue
Berryville Main Street	60,000	60,000	2,000	2,000	5,000	5,000
Small Business Development Center	2,000	2,000	4,000	4,000	4,000	4,000
Standy Experimental Farm	4,000	4,000	27,467	27,467	27,467	27,467
Clarke County Tourism Alliance	24,581	24,581	2,738	2,738	2,738	2,738
Planning Commission	1,396	1,396	7,500	7,500	7,500	7,500
Board of Septic Appeals	13,353	13,353	10,692	10,692	10,310	10,310
Historic Preservation Commission	12,810	12,810	5,000	5,000	5,000	5,000
Lord Fairfax District Planning Commission	5,000	5,000	539,210	118,989	537,860	60,950
Regional Airport	544,610	119,049	4,000	4,000	4,500	4,500
Total planning and community development	425,561	78%	9,500	9,500	9,500	9,500
Environmental Management	4,000	4,000	16,041	16,041	19,000	19,000
Friends of the Shenandoah	4,000	4,000	16,041	16,041	19,000	19,000
Southeastern Rural Community Assistance Pr	0	0%	0	0	0	0
Lord Fairfax Soil & Water Conservation	9,500	9,500	29,541	16,041	33,000	14,000
Biosolids Applications Fees	15,172	15,172	47,345	47,345	47,112	47,112
Biosolids Application	20,999	5,827	3,000	3,000	3,000	3,000
Cypsy Moth Control	34,499	19,327	50,345	50,345	50,112	50,112
Total environmental management	43,663	100%	619,096	484,066	640,972	79,950
Cooperative extension program	43,663	100%	80,000	80,000	80,000	80,000
Cooperative Extension	1,273,077	0%	1,397,388	1,397,388	1,351,949	1,351,949
Northern Virginia 4-H Center	3,000	3,000	989,200	989,200	935,333	935,333
Total cooperative extension program	46,663	100%	1,397,388	408,388	1,351,949	416,616
NONDEPARTMENTAL	625,772	491,551	392,921	412,031	399,390	397,390
Special Revenue Fund	0	0%	39,202	2,000	2,000	2,000
Virginia Public Assistance Fund	0	0%	39,202	39,203	11,600	11,600
Health and Welfare	0	0%	432,123	41,203	410,980	13,600
Social Services	1,273,077	41,724	1,100,583	1,100,583	1,022,594	551,297
Local revenue	41,724	41,724	453,945	453,945	471,297	471,297
Welfare	797,787	797,787	1,100,583	535,945	1,022,594	471,297
E-911 Fund	1,273,077	433,596	510,810	510,810	521,779	521,779
Public Safety	839,481	433,596	34%	34%	31%	31%
Other Protection	402,614	402,614	0%	0%	0%	0%
911 Calls	8,587	8,587	0%	0%	0%	0%
E-911	2,000	2,000	0%	0%	0%	0%
Central Alarm	31,390	31,390	0%	0%	0%	0%
Wireless E-911 Grant	33,390	377,811	92%	92%	97%	97%
Comprehensive Services Fund	411,301	377,811	92%	92%	97%	97%
Health and welfare	997,703	997,703	16,720	16,720	16,720	16,720
Welfare and social services	506,897	506,897	460,806	460,806	460,806	460,806
Comprehensive Services Act	16,720	16,720	505,981	505,981	505,981	505,981
Local revenue	500,166	500,166	460,806	460,806	460,806	460,806
Commonwealth Revenue	997,703	997,703	505,981	505,981	505,981	505,981
Joint Services Fund	505,981	505,981	100%	100%	100%	100%
Joint Administrative Services	505,981	505,981	100%	100%	100%	100%





	FY 10 Audited Actual		FY 11 Adopted Budget		FY 12 Proposed Budget		Percent as %
	Categorical	Noncategorical	Categorical	Noncategorical	Categorical	Noncategorical	Expend.
	Revenue	Revenue	Revenue	Revenue	Revenue	Revenue	Expend.
<b>General property taxes:</b>							
Current Taxes on Real Property	13,001,364	13,995,543	13,001,364	13,995,543	13,307,377	143,997	
Delinquent Taxes on Real Property	184,550	74,876	184,550	74,876	143,997	356,500	
Current Taxes on Real Prop. - Public Svc Corp	287,417	288,879	287,417	288,879	288,879	2,963,641	
Current Taxes on Personal Property	3,066,477	2,963,641	3,066,477	2,963,641	100,000	1,102	
Delinquent Taxes on Personal Property	92,661	109,854	92,661	109,854	963	238,536	
MOBILE HOME TAXES-delinq mobile	82	963	82	963	1,102	156,608	
Current Taxes on Machinery & Tools	254,571	156,609	254,571	156,609	110,198	113,802	
Recodation Taxes	156,609	150,000	156,609	150,000	88,267	8,930	
Tax on Deeds	116,593	110,198	116,593	110,198	707,960	376,348	
Proceeds from Delinquent Land	56,395	98,425	56,395	98,425	36,990	449,599	
<b>PENALTIES - All Property Taxes</b>	129,178	61,370	129,178	61,370	290,851	125	
<b>INTEREST - All Property Taxes</b>	88,267	3,810	88,267	3,810	7,776	5,000	
<b>Administrative Costs - Delinq</b>	8,930	3,810	8,930	3,810	16,058	24,000	
<b>Other local taxes:</b>							
Local Sales Tax	737,458	752,668	737,458	752,668	2,988	81,048	
Consumer Utility Tax	372,949	376,348	372,949	376,348	51,772	9,466	
Consumption Tax	39,860	34,779	39,860	34,779	8,317	12,327	
Communications Tax	449,599	416,393	449,599	416,393	3,000	272	
Motor Vehicle Licenses	290,851	277,730	290,851	277,730	3,055	3,057	
Motor Vehicle License Penalty	125	310	125	310	3,495	19,425	
Tax on Wills	12,454	6,265	12,454	6,265	45	2,464	
Franchise License Tax (Public	16,921	15,226	16,921	15,226	2,483,842	5,554	
Transient Occupancy Tax	16,058	24,000	16,058	24,000	22,158,458	(2,683,190)	
Business Licenses Taxes	24,210	1,075	24,210	1,075	1,489,401		
Permits, privilege fees, and regulatory licenses	5,200	1,075	5,200	1,075			
Other Permits, Fees & Licenses	69,855	132,379	69,855	132,379			
Revenues from use of money and property:	74,871	74,908	74,871	74,908			
Interest on Bank Deposits							
Rental of General Property							
Revenue from Sale of Industrial Park							
<b>Miscellaneous revenue:</b>							
Other Miscellaneous Revenue	3,629	9,867	3,629	9,867			
<b>Recovered costs:</b>							
Gas Tax & Other Refunds	18,017	30,008	18,017	30,008			
Insurance Recovery	4,775	12,899	4,775	12,899			
Gifts & Donations in Lieu of Taxes	2,500	2,500	2,500	2,500			
Sale of Salvage & Surplus Property	272	1,000	272	1,000			
Sale of Vehicles	2,140	2,140	2,140	2,140			
Insurance Adjustments	10,114	3,652	10,114	3,652			
Pays from Other Jurisdictions							
Loan Repayment							
<b>Revenue from the Commonwealth:</b>							
Noncategorical Aid:							
Motor Vehicle Carrier's Taxes		19,381		19,381			
Mobile Home Tying Tax		1,641		1,641			
Other Noncategorical Aid		2,464		2,464			
Quarterly rental tax		2,483,842		2,483,842			
Personal Property Tax Relief - State							
Payments from the federal government:							
Payments in Lieu of Taxes		8,337		8,337			
<b>Noncategorical Revenue</b>	<u>22,105,546</u>	<u>22,158,458</u>	<u>22,105,546</u>	<u>22,158,458</u>	<u>5,554</u>	<u>5,554</u>	
Less noncat rev. applied by program	<u>(19,390,611)</u>	<u>(22,174,053)</u>	<u>(19,390,611)</u>	<u>(22,174,053)</u>	<u>(2,683,190)</u>	<u>(2,683,190)</u>	
<b>Surplus (Deficit)</b>	<u>2,714,935</u>	<u>(13,595)</u>	<u>2,714,935</u>	<u>(13,595)</u>	<u>(1,489,401)</u>	<u>(1,489,401)</u>	

\*Slight differences may occur due to rounding.

**BOARD OF SUPERVISORS  
REGULAR MEETING  
ZONING ORDINANCE TEXT AMENDMENT**

**2011 FEBRUARY 7  
INITIATE AMENDMENT**

**The Clarke County Board of Supervisors requests the amendment of the County Zoning Ordinance: Section 3-A-1, Agricultural-Open Space-Conservation (AOC) Zoning District, so as to add to the list of Special Uses and Structures: ‘Labor Camps’ and Section 3-C, Supplementary Regulations, so as to add regulations for the use ‘Labor Camps’ stating: “Labor Camps shall be in compliance with all applicable County, State, and Federal regulations (including Occupational Safety and Health Administration (OSHA) standards).” TA-11-01**

---

This amendment would add Labor Camps to AOC Zoning Ordinance Section 3-A-1, Special Uses and Structures. In August of 2008, the Board of Supervisors approved several amendments to the list of uses allowed in the AOC Zoning District. One of these amendments deleted the use ‘Labor Camps’. At that time there were three facilities that were identified as having been Labor Camps, but none were operating. Any use, which is not allowed in a zoning district, that is discontinued for more than two years cannot start operation again unless it conforms to current regulations. The Board was not unanimous in the decision to delete Labor Camps. Board members observed that ‘Labor Camps’ could facilitate agricultural activities in the County. Board members also observed that the three inactive Labor Camps were probably not in conformance with current state and federal rules. After some discussion, which is generally captured in the August of 2008 meeting minutes (see page 607 in the attached), the Board agreed to delete Labor Camps, but after two years consider reestablishing the use. Such action would require former Labor Camps, as well as new Labor Camps, to conform to contemporary state and federal standards. The proposed text is basically the same as the text that was deleted in 2008. If the Board initiates this amendment, the amendment will go to the Planning Commission on March 4<sup>th</sup> to set public hearing on April 1<sup>st</sup>.

**ACTION TO BE TAKEN**

**Approve a resolution initiating an amendment to the County Zoning Ordinance so as to add ‘Labor Camps’ to the list of Special Uses and Structures in the AOC Zoning District and add Supplementary Regulations for Labor Camps.**

ZONING ORDINANCE TEXT AMENDMENT

Text to be added showed in ***bold Italics***

Text to be deleted showed ~~struck through~~

3 DISTRICT REGULATIONS

3-A SCHEDULE OF DISTRICT REGULATIONS

3-A-1 Agricultural-Open Space-Conservation District – AOC

1. Special Uses and Structures

j. ***Labor Camps***

3-C SUPPLEMENTARY REGULATIONS

Uses in Various Districts

3-C-3 Supplementary Regulations for Development in Annexation Area B

3-C-2-q ***Labor Camps:***

***Labor Camps shall be in compliance with all applicable County, State, and Federal regulations (including Occupational Safety and Health Administration (OSHA) standards).***

FYI – The following text is currently in the Zoning Ordinance

9-B DEFINITIONS

9-B-103 LABOR CAMP: A structure or structures for occupancy by seasonal farm/orchard employees and their families, used exclusively in association with the performance of agricultural labor for growers home based in Clarke County.

# Clarke County Board of Supervisors



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

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

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

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

White Post Voting District  
A.R. Dunning  
(540) 837-1719

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

## RESOLUTION

(Approved 2011 February 15)

At a regular meeting of the Board of Supervisors of Clarke County, Virginia, held at the Town/County Government Center on 2011 February 15. On motion by Supervisor \_\_\_\_\_, the Board of Supervisors (Byrd-\_\_\_\_\_, Dunning-\_\_\_\_\_, Hobert-\_\_\_\_\_, Staelin-\_\_\_\_\_, Weiss-\_\_\_\_\_) approved a Resolution initiating an amendment to the Clarke County Zoning Ordinance.

**WHEREAS**, the Clarke County Zoning Ordinance is established to protect the health, safety, and welfare of the community;

**WHEREAS**, on 2008 August 19, the Clarke County Board of Supervisors approved an amendment to the Agricultural, Open Space, and Conservation (AOC) Zoning District to delete the use 'Labor Camp';

**WHEREAS**, Labor Camps have operated in Clarke County in the past, but none are not currently functioning;

**WHEREAS**, any use, which is not allowed in a zoning district, that is discontinued for more than two years cannot start operation again unless it conforms to current regulations;

**WHEREAS**, Labor Camps contribute to agricultural activities in the County;

**WHEREAS**, the inactive Labor Camps in the County may not have been in conformance with current state and federal rules; and

**WHEREAS**, reinstating Labor Camps would ensure that the former Labor Camps, as well as new Labor Camps, would conform to contemporary state and federal standards.

**NOW THEREFORE BE IT RESOLVED THAT** the County Zoning Ordinance is proposed to be amended:

Section 3-A-1, Agricultural-Open Space-Conservation (AOC) Zoning District so as to add to the list of Special Uses and Structures: 'Labor Camps' and Section 3-C, Supplementary Regulations, so as to add regulations for the use 'Labor Camps' stating:

"Labor Camps shall be in compliance with all applicable County, State, and Federal regulations (including Occupational Safety and Health Administration (OSHA) regulations)."

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

<u>Item</u>	<u>Description</u>	<u>Responsibility</u>
17.	Take the matter of property set backs to the Planning Commission for review and recommendation.	Chuck Johnston
18.	Contact the County attorney on the matter of dumping and dump trucks brought forward by Supervisor Dunning.	David Ash.

At 4:04 pm Chairman Staelin recessed the meeting until 6:30 pm.

At 6:37 pm Chairman Staelin reconvened the meeting.

#### Citizens Comment Period

Gary Comparetto, Pierce Road, Berryville: addressed the Supervisors regarding set back regulations. He informed the Supervisors that he wished to construct a lean-to for tool storage. However, his preferred location does not meet the proper set back requirements; and he asked if the Supervisors would consider revising the rules.

Chuck Johnston explained set backs stating that they had been revised a few years ago by the Board of Supervisors.

By consensus, the Supervisors agreed to have Chuck Johnston take the matter to the Planning Commission for review and recommendation. Mr. Johnston advised Mr. Comparetto that the process could take several months.

#### Public Hearing PH08-12 TA-08-04

The Clarke County Planning Commission recommends the amendment of the County Zoning Ordinance:

Section 3-A-1, Agricultural-Open Space-Conservation District – AOC so as to:

1. delete the requirement that Tenant Houses be occupied by persons employed on site
2. delete from the list of Special Uses: Labor Camps, Livestock Auction Markets, and Livestock Processing and Meat Storage Lockers, Retail Stores and Shops, and Limited Vehicular Repair, and
3. change "Processing of Fruit and Vegetables" to "Processing of Agricultural Products";

Section 3-A-2, Forestal-Open Space-Conservation District – FOC so as to:

1. delete the requirement that Tenant Houses be occupied by persons employed on site,
2. delete from the list of Special Uses: Retail Stores and Shops, Sawmills, and Limited Vehicular Repair, and
3. amend the list of Special Uses to change "Processing of Fruit and Vegetables" to "Processing of Agricultural Products";

Section 3-C, Supplementary Regulations, so as to:

1. establish a six-acre minimum lot size for Summer Camps and an twenty acre minimum lot size for Special Trade Contractors;

2. establish for Retail and Service Businesses a prohibition on outdoor storage and to limit the outdoor display of the business products to 25% of the square footage of the heated area of on-site building(s).
3. delete the regulations for: Fairgrounds (as this use is regulated elsewhere in the ordinance), Labor Camps (as this use is to be deleted), Motor Freight Terminal (as this use is not allowed in the ordinance), and Vehicular Repair (as this use is to be deleted).

Section 9-B, Definitions, so as to:

1. change "Processing of Fruit and Vegetables" to "Processing of Agricultural Products",
2. change the definition of "Retail and Service Businesses" to specifically state such activities must be conducted on-site, and
3. add the term "Agricultural Products" with a definition derived by combining Virginia Codes §3.1-249.27, §3.1-722.1, §3.1-796.137, §13.1-313, and §15.2-4302. TA-08-04

Chuck Johnston reviewed the proposed text amendment that was revised to include the changes suggested by the Supervisors at the July 15, 2008 regular meeting.

The Supervisors and Mr. Johnston discussed the proposed regulation including questions and answers to specific examples of businesses currently operated within the County.

At 7:10 pm Chairman Staelin opened the public comment portion of the public hearing.

Ian Williams, counsel for Phillip Thomas and wife, Patricia – Clarke County property owner: requested that the Supervisors consider deleting retail sales from the proposed changes for both the FOC and AOC districts noting that any regulations that would retard or restrict the uses in the district would have a negative impact on the owner. He suggested that the Supervisors consider certain retail activities that would serve the public interest that would benefit the corridor, the district and the County as a whole. He further suggested that the Planning Commission or staff could look at other activities; and if there were those enterprises that would fit with the County's plan, they should be considered for some retail activity is necessary in the FOC / AOC and should not be abolished.

Randy Buckley, White Post: asked that the Supervisors leave as special uses those uses that were specific to agriculture.

Gary Foltz, no address given: asked the Supervisors to promote agriculture by promoting small businesses that promote agriculture. He opined that the 20-acre limit was onerous. He urged the Supervisors to take a closer look at things that would be an asset to agriculture. He urged the Supervisors to keep an open mind for small business and not make it so difficult to start up a new business.

There being no other persons present wishing to address the Supervisors regarding this matter at 7:21 pm Chairman Staelin closed the public comment portion of the public hearing.

Following extensive discussion, the Supervisors made the following recommendations:

- 6-acre minimum for summer camps. By consensus, the Supervisors agreed to establish a 3-acre minimum.
- 20-acres for business: By consensus, the Supervisors deleted this proposed requirement in 3C2 leaving it as it is currently regulated.
- Livestock Auction Markets. By consensus, the Supervisors agreed to send this back to the Planning Commission to come back with language limiting the location in the regulation and leaving it as a special use.
- Sawmills: By consensus, the Supervisors agreed to send this back to the Planning Commission to come back with language limiting the location in the regulation and leaving it as a special use.
- Retail and Service Businesses: By consensus, the Supervisors agreed to continue to allow it to be available through special use permit.
- Labor Camps: Vice Chairman Hobert said the matter of labor camps would be revisited in two years.

**Vice Chairman Hobert moved that the additions and deletions as shown in the public hearing notice PH 08-12 TA 08-04 and amended and modified by the foregoing consensus items, be approved.**

**The motion was approved by the following vote:**

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

**WHEREAS, the Clarke County Zoning Ordinance is established to protect the health, safety, and welfare of the community;**

**WHEREAS, both the Agricultural-Open Space-Conservation and Forestal-Open Space-Conservation Zoning District are intended for forestal, agricultural, and low activity recreational and service uses that will facilitate the conservation and preservation of forestal, agricultural, open space and mountain lands; the protection of forestal and agricultural uses; the protection of water and clean air sheds; the conservation of water and other natural and ecological resources; the reduction of soil erosion and flood and fire hazards; and the enhancement of the aesthetic value of the district as a whole;**



**WHEREAS, the list of uses in the AOC and FOC Zoning Districts should conform with this intent; and**

**NOW THEREFORE BE IT ORDAINED THAT The Clarke County Board of Supervisors approves the amendment of the County Zoning Ordinance:**

**Section 3-A-1, Agricultural-Open Space-Conservation District – (AOC) so as to:**

- 1. delete the requirement that Tenant Houses be occupied by persons employed on site; and**
- 2. delete from the list of Special Uses: Labor Camps, Livestock Processing and Meat Storage Lockers, and Limited Vehicular Repair;**

**Section 3-A-2, Forestal-Open Space-Conservation District – (FOC) so as to:**

- 1. delete the requirement that Tenant Houses be occupied by persons employed on site; and**
- 2. delete from the list of Special Uses: Limited Vehicular Repair;**

**Section 3-C, Supplementary Regulations, so as to:**

- 1. establish a three-acre minimum lot size for Summer Camps and for Private Clubs/Lodges;**
- 2. establish for Retail and Service Businesses a prohibition on outdoor storage and to limit the outdoor display of the business products (excluding living plant material) to 25% of the square footage of the heated area of on-site building(s);**
- 3. delete the regulations for: Fairgrounds (as this use is regulated elsewhere in the ordinance), Labor Camps (as this use is to be deleted), Motor Freight Terminal (as this use is not allowed in the ordinance), and Vehicular Repair (as this use is to be deleted); and**

**Section 9-B, Definitions, so as to:**

- 1. change the term: “Retail Stores and Shops” to “Retail and Service Businesses” and specifically state such activities must be conducted on-site, and;**
- 2. add the term “Agricultural Products” with a definition derived the Code of Virginia.**

#### **Adjournment**

There being no further business to be brought before the Board at 8:29 pm. Chairman Staelin adjourned the meeting.

January 18, 2011

Dean Alan L. Grant  
College of Agriculture and Life Sciences  
Virginia Tech CALS Administration  
104 Hutcheson Hall (0402)  
Blacksburg, VA 24061

RE: Virginia Cooperative Extension Restructuring

Dear Dean Alan L. Grant,

On behalf of the Clarke County Board of Supervisors I would like to express our support of your recent decision to slow the timeline for the restructuring of Virginia Cooperative Extension. We believe it is important for the College of Agriculture and Life Science to communicate with us, the stake holders, about this issue.

We appreciate your recent publication of the VCE "Resource Fact Sheet". Although some questions have been addressed, the restructuring plan still does not make sense to us. From our perspective, relatively little money is saved since Clarke County already provides office space and a portion of the Extension Agents' salaries in our region. We do not believe this plan is an appropriate response to the General Assembly mandate for VCE to "give highest priority to programs and services which comprised the original mission of the Extension Service, especially agricultural programs at the local level". We in Clarke County believe agriculture, 4-H and natural resources at the local level are paramount to the original mission.

Virginia Cooperative Extension agents have provided good value to our community. Over the years we have been fortunate to keep an ANR agent in Clarke, but the program has suffered since the 4-H agent's resignation several years ago. We believe the 4-H program cannot survive with a regional approach. Our county's declining number of 4-Hers and declining program quality support that belief. We fear agricultural and natural resources in our county will also suffer if approached on a regional basis.

We believe VCE should continue to staff, in cooperation with Clarke County, our local office with a minimum of an agricultural agent, a 4-H agent and a secretary. Extension agents should be accessible in a local office with local support staff to carry out their duties. We ask you to find alternate solutions to the restructuring plan that will result in a full local Extension presence in our community.

Sincerely,

David Ash, Administrator  
Clarke County

cc: Provost Mark G. McNamee

Clarke

lwalbum@clarkecounty.gov

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## VA Cooperative Extension Restructuring Update

**From :** Jim Campbell <jcampbell@vaco.org>

Fri, Jan 28, 2011 04:06 PM

**Subject :** VA Cooperative Extension Restructuring Update

**To :** Jim Campbell <jcampbell@vaco.org>

**Cc :** dcalhoun@vt.edu, algrant@vt.edu

We received this news today from Dr. Alan Grant, Dean of Extension:

Dear Colleagues,

As many of you know, the discussions involving Virginia Cooperative Extension restructuring are being met with significant opposition from various stakeholders. The restructuring process has been an attempt to develop an organizational structure that meets the needs of Extension clientele within an environment of diminishing resources. However, it is clear that various stakeholders want to be much more engaged in the planning process. In fact, this contentious situation is leading some stakeholders and employees to question Virginia Tech's commitment to Extension.

Therefore, in consultation with Dr. Steger, the decision has been made to immediately suspend the work of the VCE restructuring implementation teams, so that we can step back and begin a process in which internal and external stakeholders can be more engaged. We will be asking our partners to be further engaged in this process and assist us in our mandate from the General Assembly to restructure Extension.

I recognize and I am very appreciative of the efforts that many of you have devoted to this issue, and I am confident that your ideas and past efforts will be very useful in developing a process to move us forward. Our goal is to develop an Extension system that meets the present and future needs of all Virginians while recognizing the reality of reduced state support. We are committed to a collaborative process that engages our many stakeholder groups as we accomplish this task.

Sincerely,

Alan Grant

Alan L. Grant, Ph.D.  
Dean of the College of Agriculture and Life Sciences Virginia Polytechnic Institute and State University (Virginia Tech)  
104 Hutcheson Hall (0402)  
Blacksburg, VA 24061  
ph 540-231-4152

*Jim*

James D. Campbell  
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MEMORANDUM

TO: Board of Supervisors Finance Committee  
CC: David Ash, County Administrator  
FR: Thomas Judge, Director of Joint Administrative Services  
DT: February 9, 2011  
RE: *February Finance Committee Report*

1. **Supplemental Appropriations.** The following supplemental appropriation is recommended by the Finance Committee:

*“Be it resolved that Victim Witness FY 11 budgeted expenditure be increased \$6,253, and the same appropriated, and be it further resolved that revenue of \$7,301 be recognized.”*

2. **FY 12 Budget.** The FY 12 budget was reviewed and adjusted. Please see attached list.
3. **Acceptance of January Bills and Claims.** This report was accepted by the Finance Committee and is included for approval by the Board of Supervisors.
4. **Standing Reports.** The following are included: Reconciliation of Appropriations. General Fund Balance. General Fund Expenditure Summary.

Feb 7 Changes

February 7 Finance Committee Revisions  
 Source: Joint Administrative Services

2/9/2011

	Was	Now	Change Note
<b>General Fund Expenditure</b>			
Regional Jail	427,776	374,357	(53,419) Jail Board Adjustment
Maintenance Salaries and Benefits	192,782	223,196	30,414 Reallocation back to Government from School
Minor Capital Contingency	15,000	20,000	5,000 Accommodate increased requests
Blue Ridge VFD	50,000	53,000	3,000 Line of Duty Act
Boyce VFD	60,820	53,000	(7,820) Hold to FY 11/Line of Duty Act
Enders VFD	75,000	79,500	4,500 Line of Duty Act
Shenandoah Farms VFD	50,000	53,000	3,000 Line of Duty Act
Concern Hotline	2,000	1,000	(1,000) Hold to FY 11
NW Works	2,000	1,000	(1,000) Hold to FY 11
SAAA	45,000	35,000	(10,000) Hold to FY 11
Laurel Center	3,000	2,000	(1,000) Hold to FY 11
LFCC	16,012	15,043	(969) Hold to FY 11
Small Business Development Center	5,000	2,000	(3,000) Hold to FY 11
Friends of the Shenandoah	4,500	4,000	(500) Hold to FY 11
<b>TOTAL</b>	<b>948,880</b>	<b>916,096</b>	<b>(32,784)</b>
<b>School Operating Fund Expenditure</b>	<b>18,931,781</b>	<b>18,906,421</b>	<b>(25,360)</b> Hold to FY 11
<b>Conservation Easement Expenditure</b>	<b>300,000</b>	<b>150,000</b>	<b>(150,000)</b> Don't Assume Grant
<b>Joint Services Expenditure</b>	<b>521,779</b>	<b>510,810</b>	<b>(10,969)</b> Hold to FY 11
<b>General Government Capital Projects Fund Expenditure</b>			
Vehicles	26,456	26,456	- Hold reduction pending information
Parking	50,000	50,000	- Hold reduction pending information
<b>TOTAL</b>	<b>76,456</b>	<b>76,456</b>	<b>-</b>
<b>TOTAL EXPENDITURE</b>			<b>(219,123)</b>
<b>Conservation Easement Revenue</b>	<b>150,000</b>	<b>-</b>	<b>(150,000)</b> Don't Assume Grant
<b>School Carryover Designation for School Capital</b>	<b>-</b>	<b>154,518</b>	<b>154,518</b> Use Designation to offset increase
<b>TOTAL REVENUE AND FUND BALANCE</b>			<b>4,518</b>
<b>Revised Deficit Net of Pay as You Go*</b>			<b>(615,760)</b>

\*Changes to funding of Recreation Center Additions excluded pending receipt of new information

CLARKE COUNTY  
 January Vendor Payments  
 Executed By: gilleya

PAGE: 1  
 TIME: 15:40:39  
 DATE: 02/04/2011

VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
-----						
Fiscal Year: 2011						
EXPENDITURES						
DEFINITION TYPE 0						
100-000-11010-3600 ADVERTISING						
VENDOR:	WINCHESTER STAR					
1	JANUARY	1651188	HEARING	70008	01/14/2011 \$	431.60
100-000-11010-5540 TRAVEL CONVENTION & EDUCATION						
VENDOR:	FORUM FOR RURAL INNOVATION					
2	JANUARY	REGISTRATON	REGISTRATION	70053	01/31/2011 \$	40.00
100-000-11010-6001 OFFICE SUPPLIES						
VENDOR:	UNIVERSITY OF VIRGINIA					
1	JANUARY	110080	2010 TAX RATES	70127	01/31/2011 \$	59.00
100-000-12110-5230 TELECOMMUNICATIONS						
VENDOR:	AT&T MOBILITY					
4	JANUARY	X01012011	COUNTY ADMIN CELL PHONE ES	69893	01/14/2011 \$	32.01-
VENDOR:	TREASURER OF VIRGINIA					
19	JANUARY	T228823	PHONE CHARGES/NOV	69916	01/14/2011 \$	2.70
VENDOR:	VERIZON					
1	JANUARY	00002726889534Y	MONTHLY CHARGES	69999	01/14/2011 \$	6.81
Total for 100-000-12110-5230					\$	22.50-
100-000-12110-5810 DUES & ASSOCIATION MEMBERSHIPS						
VENDOR:	VAGARA					
1	JANUARY	MEMBERSHIP	MEMBERSHIP	69993	01/14/2011 \$	20.00
100-000-12110-6008 VEHICLE AND EQUIP FUEL						
VENDOR:	QUARLES FUEL NETWORK					
1	JANUARY	1103157CT	FUEL	862	01/31/2011 \$	92.52
100-000-12110-6012 BOOKS AND SUBSCRIPTIONS						
VENDOR:	MATTHEW BENDER & CO., INC.					
1	JANUARY	9780327149972	RENEWAL	70071	01/31/2011 \$	83.97
100-000-12210-3100 PROFESSIONAL SERVICES						
VENDOR:	HALL, MONOHAN, ENGLE REAL ESTATE ACCOUN					
2	JANUARY	GEN FILE	LEGAL SERVICES	840	01/31/2011 \$	862.00
100-000-12310-3320 MAINTENANCE SERVICE CONTRACTS						
VENDOR:	CINTAS DOCUMENT MANAGEMENT					
1	JANUARY	DJ94015774	40" ONSITE	69903	01/14/2011 \$	20.00
100-000-12310-5230 TELECOMMUNICATIONS						
VENDOR:	VERIZON					
2	JANUARY	00002726889534Y	MONTHLY CHARGES	69999	01/14/2011 \$	0.66

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3	JANUARY	00002726889534Y	MONTHLY CHARGES	69999	01/14/2011 \$	30.27
Total for 100-000-12310-5230						\$ 30.93
100-000-12310-6001 OFFICE SUPPLIES						
VENDOR: COMMERCIAL PRESS						
1	JANUARY	100060	ENVELOPES	765	01/14/2011 \$	114.88
100-000-12310-6012 BOOKS AND SUBSCRIPTIONS						
VENDOR: N.A.D.A. APPRAISAL GUIDE						
1	JANUARY	3071630	RENEWAL	70077	01/31/2011 \$	35.00
VENDOR: NADA USED CAR GUIDE						
1	JANUARY	000176640	USED CAR GUIDE	69947	01/14/2011 \$	48.00
1	JANUARY	000176886	COMMERCIAL TRUCK GUIDE	69947	01/14/2011 \$	18.00
VENDOR: WINCHESTER STAR						
1	JANUARY	88059	RENEWAL	70008	01/14/2011 \$	28.00
Total for 100-000-12310-6012						\$ 129.00
100-000-12410-5230 TELECOMMUNICATIONS						
VENDOR: TREASURER OF VIRGINIA						
1	JANUARY	C038273	MONTHLY PHONE CHARGES	70043	01/31/2011 \$	5.20
VENDOR: VERIZON						
4	JANUARY	00002726889534Y	MONTHLY CHARGES	69999	01/14/2011 \$	2.27
VENDOR: VIRGINIA EMPLOYMENT COMMISSION						
1	JANUARY	CR-10-04092	ON LINE ACCESS	70138	01/31/2011 \$	100.00
Total for 100-000-12410-5230						\$ 107.47
100-000-12410-6001 OFFICE SUPPLIES						
VENDOR: BANK OF CLARKE COUNTY						
1	JANUARY	7007183	DEPOSIT TICKETS	69896	01/14/2011 \$	41.49
VENDOR: CINTAS DOCUMENT MANAGEMENT						
1	JANUARY	DJ94015775	40" ONSITE	69903	01/14/2011 \$	20.00
VENDOR: COMMERCIAL PRESS						
1	JANUARY	100197	ENVELOPES	828	01/31/2011 \$	270.43
VENDOR: PITNEY BOWES INC						
1	JANUARY	301316	POSTAGE	70090	01/31/2011 \$	233.18
Total for 100-000-12410-6001						\$ 565.10
100-000-12510-3100 PROFESSIONAL SERVICES						
VENDOR: MATSCH SYSTEMS						
1	JANUARY	1192	NET PHACS CALL ACCOUNT/ARC	849	01/31/2011 \$	150.00
100-000-12510-3320 MAINTENANCE SERVICE CONTRACT						
VENDOR: AVAYA, INC.						
1	JANUARY	2730691191	ANNUAL PHONE SYSTEM SUPPOR	69894	01/14/2011 \$	1,211.31
VENDOR: PITNEY BOWES GLOBAL FINANCIAL SERVICES						

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1	JANUARY	6975171-DC10	POSTAGE METER - TREASURER	69958	01/14/2011 \$	501.00
VENDOR: VERIZON						
2	JANUARY	00076356122812Y	MONTHLY PHONE CHARGES	70134	01/31/2011 \$	102.12
1	JANUARY	00081079401014Y	MONTHLY PHONE CHARGES	70134	01/31/2011 \$	49.10
1	JANUARY	00092572601596Y	MONTHLY PHONE CHARGES	70134	01/31/2011 \$	99.70
Total for 100-000-12510-3320						\$ 1,963.23
100-000-12510-5230 TELECOMMUNICATIONS						
VENDOR: AT&T MOBILITY						
6	JANUARY	X01012011	GOV TECH CELL PHONE ESTIMA	69893	01/14/2011 \$	12.43
VENDOR: COMCAST						
1	JANUARY	18046092	INTERNET SERVICES - GOVERN	69908	01/14/2011 \$	587.50
VENDOR: TREASURER OF VIRGINIA						
24	JANUARY	T228823	PHONE CHARGES/NOV	69916	01/14/2011 \$	1,796.88
VENDOR: VERIZON						
5	JANUARY	00002726889534Y	MONTHLY CHARGES	69999	01/14/2011 \$	391.86
1	JANUARY	00076356122812Y	MONTHLY CHARGES	69999	01/14/2011 \$	51.16
Total for 100-000-12510-5230						\$ 2,839.83
100-000-12510-8207 EDP EQUIPMENT						
VENDOR: BB&T FINANCIAL, FSB						
1	JANUARY	0014 9766	MEMORYDEALERS LABELS	70021	01/31/2011 \$	590.00
100-000-13100-5810 DUES,SUBSCRIPTIONS & MEMBERSHIPS						
VENDOR: VEBA						
1	JANUARY	MEMBERSHIP	MEMBERSHIP DUES	69994	01/14/2011 \$	100.00
100-000-13200-5230 TELECOMMUNICATIONS						
VENDOR: VERIZON						
6	JANUARY	00002726889534Y	MONTHLY CHARGES	69999	01/14/2011 \$	2.27
100-000-13200-6001 OFFICE SUPPLIES						
VENDOR: BB&T FINANCIAL, FSB						
1	JANUARY	0014 9832	PENS	70021	01/31/2011 \$	63.80
100-000-21100-5841 COMPENSATION OF JURORS						
VENDOR: ARMACOST, IVAN JR						
1	JANUARY	GRAND JURY	GRAND JURY	70016	01/31/2011 \$	30.00
VENDOR: BYRD, SHARON						
1	JANUARY	GRAND JURY	GRAND JURY	70033	01/31/2011 \$	30.00
VENDOR: JOHNSON, ALFRED						
1	JANUARY	GRAND JURY	JUROR	70068	01/31/2011 \$	30.00
VENDOR: NEWCOMB, WAYNE						
1	JANUARY	GRAND JURY	JUROR	70081	01/31/2011 \$	30.00
VENDOR: SHAFFER DOUGLAS						
1	JANUARY	GRAND JURY	JUROR	70106	01/31/2011 \$	30.00



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VENDOR: SOWDER, SANDY						
1	JANUARY	GRAND JURY	JUROR	70117	01/31/2011	\$ 30.00
		Total for 100-000-21100-5841				\$ 180.00
100-000-21200-3150		LEGAL				
VENDOR: CLARKE CO						
1	JANUARY	005334484	GENERAL DISTRICT COURT COURT FEES	69905	01/14/2011	\$ 78.75
100-000-21200-3320		MAINTENANCE SERVICE CONTRACT				
VENDOR: IKON OFFICE SOLUTIONS						
1	JANUARY	5016310036		70065	01/31/2011	\$ 26.07
100-000-21200-5230		TELECOMMUNICATIONS				
VENDOR: TREASURER OF VIRGINIA						
23	JANUARY	T228823	PHONE CHARGES/NOV	69916	01/14/2011	\$ 109.76
VENDOR: VERIZON						
7	JANUARY	00002726889534Y	MONTHLY CHARGES	69999	01/14/2011	\$ 29.40
		Total for 100-000-21200-5230				\$ 139.16
100-000-21300-5230		TELECOMMUNICATIONS				
VENDOR: FREDERICK COUNTY FINANCE DEPARTMENT						
1	JANUARY	VIDEO LINE/NOV	VIDEO LINE	69925	01/14/2011	\$ 38.13
100-000-21500-3320		MAINTENANCE SERVICE CONTRACT				
VENDOR: IKON OFFICE SOLUTIONS						
1	JANUARY	5015885500	MAINTENANCE SERVICE CONTRA	69936	01/14/2011	\$ 58.94
100-000-21500-5210		POSTAL SERVICES				
VENDOR: PITNEY BOWES GLOBAL FINANCIAL SERVICES						
1	JANUARY	8317266	POSTAGE	69958	01/14/2011	\$ 69.30
2	JANUARY	8317266	POSTAGE	70089	01/31/2011	\$ 69.30
		Total for 100-000-21500-5210				\$ 138.60
100-000-21500-5230		TELECOMMUNICATIONS				
VENDOR: TREASURER OF VIRGINIA						
25	JANUARY	T228823	PHONE CHARGES/NOV	69916	01/14/2011	\$ 3.22
VENDOR: VERIZON						
8	JANUARY	00002726889534Y	MONTHLY CHARGES	69999	01/14/2011	\$ 51.46
		Total for 100-000-21500-5230				\$ 54.68
100-000-21500-5810		DUES & MEMBERSHIPS				
VENDOR: ASSOC OF CLERKS OF THE D C COURTS OF VA						
1	JANUARY	043J	MEMBERSHIP	69891	01/14/2011	\$ 40.00
100-000-21600-2100		FICA BENEFITS				
VENDOR: CLARKE COUNTY CIRCUIT COURT						
1	JANUARY	20110131	JANUARY 2011 FY11 PAYROLL	11910	01/31/2011	\$ 948.56

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100-000-21600-2210			VSRS BENEFITS			
VENDOR: TREASURER OF VIRGINIA - VSRS-O						
1	JANUARY	20110131	JANUARY 2011 FY11 PAYROLL	11912	01/31/2011 \$	1,711.13
100-000-21600-2300			HEALTH INSURANCE BENEFITS			
VENDOR: ANTHEM BLUE CROSS/BLUE SHIELD						
1	JANUARY	20110131	JANUARY 2011 FY11 PAYROLL	11909	01/31/2011 \$	847.14
100-000-21600-2400			LIFE INSURANCE			
VENDOR: TREASURER OF VIRGINIA - INS - O						
1	JANUARY	20110131	JANUARY 2011 FY11 PAYROLL	11911	01/31/2011 \$	34.72
100-000-21600-3320			MAINTENANCE SERVICE CONTRACT			
VENDOR: OCE NORTH AMERICA						
1	JANUARY	415284370	CORRECTION TO P.O. MAINTEN	70083	01/31/2011 \$	201.00
100-000-21600-3510			MICROFILMING			
VENDOR: LOGAN SYSTEMS, INC						
1	JANUARY	41498	COMPUTER INDEX	784	01/14/2011 \$	572.55
1	JANUARY	41581	COMPUTER INDEXING	848	01/31/2011 \$	528.65
						-----
Total for 100-000-21600-3510						\$ 1,101.20
100-000-21600-5230			TELECOMMUNICATIONS			
VENDOR: TREASURER OF VIRGINIA						
17	JANUARY	T228823	PHONE CHARGES/NOV	69916	01/14/2011 \$	5.23
VENDOR: VERIZON						
9	JANUARY	00002726889534Y	MONTHLY CHARGES	69999	01/14/2011 \$	58.74
						-----
Total for 100-000-21600-5230						\$ 63.97
100-000-21600-6001			OFFICE SUPPLIES			
VENDOR: MATTHEW BENDER & CO., INC.						
1	JANUARY	10248846	VA LAW OF EVIDENCE	70071	01/31/2011 \$	105.46
100-000-21900-5230			TELECOMMUNICATIONS			
VENDOR: TREASURER OF VIRGINIA						
31	JANUARY	T228823	PHONE CHARGES/NOV	69916	01/14/2011 \$	2.70
VENDOR: VERIZON						
10	JANUARY	00002726889534Y	MONTHLY CHARGES	69999	01/14/2011 \$	2.27
						-----
Total for 100-000-21900-5230						\$ 4.97
100-000-21900-5810			DUES,SUBSCRIPTIONS & MEMBERSHIPS			
VENDOR: VNVWC, INC.						
1	JANUARY	1437509	MEMBERSHIP	70003	01/14/2011 \$	50.00
100-000-21900-6001			OFFICE SUPPLIES			
VENDOR: VNVWC, INC.						
1	JANUARY	REGISTRATION	REGISTRATION	70140	01/31/2011 \$	150.00

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100-000-22100-3320			MAINTENANCE SERVICE CONTRACT			
VENDOR: DDL BUSINESS SYSTEMS LLC						
1	JANUARY	42346	SERV CONTRACT	69911	01/14/2011 \$	51.42
100-000-22100-5230			TELECOMMUNICATIONS			
VENDOR: TREASURER OF VIRGINIA						
18	JANUARY	T228823	PHONE CHARGES/NOV	69916	01/14/2011 \$	5.83
VENDOR: VERIZON						
11	JANUARY	00002726889534Y	MONTHLY CHARGES	69999	01/14/2011 \$	30.27
			Total for 100-000-22100-5230		\$	36.10
100-000-22100-5540			TRAVEL CONVENTION & EDUCATION			
VENDOR: TREASURER OF VIRGINIA						
1	JANUARY	REGISTRATION	REGISTRATION	70125	01/31/2011 \$	50.00
VENDOR: VIRGINIA CLE						
1	JANUARY	REGISTRATION FE	REGISTRATION FEE	70000	01/14/2011 \$	160.00
			Total for 100-000-22100-5540		\$	210.00
100-000-22100-6001			OFFICE SUPPLIES			
VENDOR: PERKA, SUZANNE						
1	JANUARY	SUPPLIES REIMB	PENS REIMB	861	01/31/2011 \$	17.09
100-000-31200-3100			PROFESSIONAL SERVICES			
VENDOR: PLAMONDON, DEBBIE						
1	JANUARY	100	TOWING REIMB	69959	01/14/2011 \$	125.00
VENDOR: TREASURER OF VIRGINIA						
1	JANUARY	198880	DEXAMINER CALIBRATION	69986	01/14/2011 \$	16.99
1	JANUARY	198896	CALIBRATION FEES	70126	01/31/2011 \$	40.31
VENDOR: ZAMITIZ, NOHEMY						
1	JANUARY	SERVICES	INTERPRETER	816	01/14/2011 \$	52.00
2	JANUARY	SERVICES	INTERPRETOR	875	01/31/2011 \$	80.00
			Total for 100-000-31200-3100		\$	314.30
100-000-31200-3310			REPAIR & MAINTENANCE			
VENDOR: BODY WORKS OF BERRYVILLE, INC.						
1	JANUARY	7001.00	REPAIRS	761	01/14/2011 \$	88.00
VENDOR: VALLEY TWO-WAY INC						
1	JANUARY	95488	REPAIRS	70132	01/31/2011 \$	228.00
VENDOR: VIRGINIA TWO-WAY						
1	JANUARY	94606	RADIO PROGRAMMING	70139	01/31/2011 \$	35.00
			Total for 100-000-31200-3310		\$	351.00
100-000-31200-5210			POSTAL SERVICES			
VENDOR: BB&T FINANCIAL, FSB						
5	JANUARY	0014 9782	POSTAGE	70021	01/31/2011 \$	6.32
1	JANUARY	0017 1190	POSTAGE	70021	01/31/2011 \$	22.56

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1	JANUARY	0017 1208	POSTAGE	70021	01/31/2011 \$	6.15
Total for 100-000-31200-5210						\$ 35.03
100-000-31200-5230 TELECOMMUNICATIONS						
VENDOR: AT&T MOBILITY						
9	JANUARY	X01012011	SHERIFF CELL PHONE ESTIMAT	69893	01/14/2011 \$	372.96
VENDOR: TREASURER OF VIRGINIA						
29	JANUARY	T228823	PHONE CHARGES/NOV	69916	01/14/2011 \$	7.63
VENDOR: NEXTEL PARTNERS						
1	JANUARY	663202086-105	CELL PHONES - SHERIFF	70082	01/31/2011 \$	46.71
VENDOR: VERIZON						
12	JANUARY	00002726889534Y	MONTHLY CHARGES	69999	01/14/2011 \$	214.09
Total for 100-000-31200-5230						\$ 641.39
100-000-31200-5530 TRAVEL SUBSISTANCE & LODGING						
VENDOR: BB&T FINANCIAL, FSB						
1	JANUARY	0014 9782	TRAVEL	70021	01/31/2011 \$	137.22
2	JANUARY	0017 1190	TRAVEL	70021	01/31/2011 \$	16.20
Total for 100-000-31200-5530						\$ 153.42
100-000-31200-5540 TRAVEL CONVENTION & EDUCATION						
VENDOR: BB&T FINANCIAL, FSB						
2	JANUARY	0014 9782	TRAVEL	70021	01/31/2011 \$	250.00
100-000-31200-5800 MISCELLANEOUS CHARGES						
VENDOR: DEPARTMENT OF VIRGINIA STATE POLICE						
1	JANUARY	A2725	CRIMINAL RECORDS	70045	01/31/2011 \$	120.00
100-000-31200-5810 DUES & MEMBERSHIPS						
VENDOR: IAPE, INC.						
1	JANUARY	81555	MEMBERSHIP	69938	01/14/2011 \$	50.00
VENDOR: VALEAC						
1	JANUARY	ANNUAL DUES	DUES	70131	01/31/2011 \$	50.00
Total for 100-000-31200-5810						\$ 100.00
100-000-31200-6001 OFFICE SUPPLIES						
VENDOR: BERRYVILLE AUTO PARTS INC						
1	JANUARY	SHRF 100054540	BATTERIES	70022	01/31/2011 \$	19.47
100-000-31200-6007 REPAIR AND MAINTENANCE SUPPLIES						
VENDOR: BERRYVILLE AUTO PARTS INC						
1	JANUARY	SHRF 5370-42325	AUTO REPAIRS/SHERIFF'S VEH	69898	01/14/2011 \$	53.73
1	JANUARY	SHRF 5370-42811	AUTO REPAIRS/SHERIFF'S VEH	69898	01/14/2011 \$	47.13
1	JANUARY	SHRF 5370-42813	AUTO REPAIRS/SHERIFF'S VEH	69898	01/14/2011 \$	13.00
1	JANUARY	SHRF 5370-42902	AUTO REPAIRS/SHERIFF'S VEH	69898	01/14/2011 \$	49.14
1	JANUARY	SHRF 5370-42903	AUTO REPAIRS/SHERIFF'S VEH	69898	01/14/2011 \$	49.14
1	JANUARY	SHRF 5370-43062	AUTO REPAIRS/SHERIFF'S VEH	69898	01/14/2011 \$	121.25
1	JANUARY	SHRF 5370-43106	AUTO REPAIRS/SHERIFF'S VEH	70022	01/31/2011 \$	61.76

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1	JANUARY	SHRF 5370-43397	AUTO REPAIRS/SHERIFF'S VEH	70022	01/31/2011 \$	49.86
1	JANUARY	SHRF 5370-43478	AUTO REPAIRS/SHERIFF'S VEH	70022	01/31/2011 \$	14.00
1	JANUARY	shrf 5370-42435	AUTO REPAIRS/SHERIFF'S VEH	69898	01/14/2011 \$	64.14
1	JANUARY	shrf 5370-42436	AUTO REPAIRS/SHERIFF'S VEH	69898	01/14/2011 \$	15.00
1	JANUARY	shrf 5370-42437	AUTO REPAIRS/SHERIFF'S VEH	69898	01/14/2011 \$	2.29
1	JANUARY	ehrf 5370-42560	AUTO REPAIRS/SHERIFF'S VEH	69898	01/14/2011 \$	15.00
VENDOR: DUNCAN BROS. TIRE CO						
1	JANUARY	641767	TIRES	69918	01/14/2011 \$	180.44
1	JANUARY	641976	TIRES	70047	01/31/2011 \$	477.64
1	JANUARY	641980	TIRES	70047	01/31/2011 \$	59.95
1	JANUARY	642116	TIRES	69918	01/14/2011 \$	102.96
1	JANUARY	642217	TIRES	70047	01/31/2011 \$	484.64
1	JANUARY	642240	TIRES	70047	01/31/2011 \$	69.95
VENDOR: SHENANDOAH FORD, INC.						
1	JANUARY	197197	REPAIRS	69974	01/14/2011 \$	1,730.51
VENDOR: VALLEY TWO-WAY INC						
1	JANUARY	95481	REPLACEMENT OUTLET	70132	01/31/2011 \$	60.72
Total for 100-000-31200-6007						\$ 3,722.25
100-000-31200-6008 VEHICLE AND EQUIP FUEL						
VENDOR: BB&T FINANCIAL, FSB						
2	JANUARY	0014 9774	FUEL	70021	01/31/2011 \$	67.45
6	JANUARY	0014 9782	FUEL	70021	01/31/2011 \$	61.35
2	JANUARY	0014 9790	FUEL	70021	01/31/2011 \$	45.00
3	JANUARY	0017 1190	FUEL	70021	01/31/2011 \$	86.91
VENDOR: QUARLES FUEL NETWORK						
1	JANUARY	1103162CT	FUEL	862	01/31/2011 \$	5,453.76
VENDOR: FLEET SERVICES						
1	JANUARY	24926616	FUEL	70107	01/31/2011 \$	71.79
Total for 100-000-31200-6008						\$ 5,786.26
100-000-31200-6017 AMMUNITION						
VENDOR: ARRINGTON POLICE DISTRIBUTORS						
1	JANUARY	798243	AMMUNITION PER ATTACHED LI	69890	01/14/2011 \$	358.00
100-000-31220-5699 CIVIC CONTRIBUTIONS						
VENDOR: NORTHWEST VA REG DRUG TASK FORCE						
1	JANUARY	FY11 4TH QTR	FY11 QRTL	69952	01/14/2011 \$	1,805.16
100-000-32100-5230 TELECOMMUNICATIONS						
VENDOR: TREASURER OF VIRGINIA						
20	JANUARY	T228823	PHONE CHARGES/NOV	69916	01/14/2011 \$	8.37
VENDOR: VERIZON						
13	JANUARY	00002726889534Y	MONTHLY CHARGES	69999	01/14/2011 \$	48.43
Total for 100-000-32100-5230						\$ 56.80
100-000-32100-6008 VEHICLE AND EQUIP FUEL						
VENDOR: QUARLES FUEL NETWORK						
1	JANUARY	1105822CT	FUEL	862	01/31/2011 \$	170.57

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100-000-32200-5699			CIVIC CONTRIBUTIONS			
VENDOR: MOTOROLA, INC						
1	JANUARY	41151154	CIVIC CONTRIBUTIONS	69945	01/14/2011 \$	320.00
100-000-32201-5699			CIVIC CONTRIBUTIONS			
VENDOR: BLUE RIDGE VOLUNTEER FIRE & RESCUE CO						
1	JANUARY	FY11 2ND QTR	2ND QTR FY11	69900	01/14/2011 \$	12,500.00
1	JANUARY	FY11 3RD QTR	3RD QTR FY11	69900	01/14/2011 \$	12,500.00
Total for 100-000-32201-5699						\$ 25,000.00
100-000-32203-5699			CIVIC CONTRIBUTIONS			
VENDOR: JOHN H. ENDERS FIRE COMPANY & RESCUE SQ						
1	JANUARY	FY11 QRTL	QRTL	69939	01/14/2011 \$	34,500.00
100-000-33100-7000			JOINT OPERATIONS			
VENDOR: TREASURER, FREDERICK COUNTY						
1	JANUARY	CLARKE-2011	QRTL	69988	01/14/2011 \$	79,299.30
100-000-33200-3840			PURCHASED SERVICES - DETENTION CENTE			
VENDOR: CITY OF WINCHESTER						
1	JANUARY	8001	JDC OPERATIONS	69904	01/14/2011 \$	6,423.29
100-000-33300-5230			TELECOMMUNICATIONS			
VENDOR: TREASURER OF VIRGINIA						
28	JANUARY	T228823	PHONE CHARGES/NOV	69916	01/14/2011 \$	5.40
VENDOR: VERIZON						
14	JANUARY	00002726889534Y	MONTHLY CHARGES	69999	01/14/2011 \$	24.12
Total for 100-000-33300-5230						\$ 29.52
100-000-33300-6001			OFFICE SUPPLIES			
VENDOR: PIFER OFFICE SUPPLY						
1	JANUARY	9047922-0	PENS	70088	01/31/2011 \$	45.36
100-000-34100-3500			PRINTING AND BINDING			
VENDOR: COMMERCIAL PRESS						
1	JANUARY	100251	PRINTING	828	01/31/2011 \$	37.95
100-000-34100-5230			TELECOMMUNICATIONS			
VENDOR: AT&T MOBILITY						
7	JANUARY	X01012011	BUILDING DEPT CELL PHOM ES	69893	01/14/2011 \$	24.86
VENDOR: TREASURER OF VIRGINIA						
14	JANUARY	T228823	PHONE CHARGES/NOV	69916	01/14/2011 \$	2.70
VENDOR: VERIZON						
15	JANUARY	00002726889534Y	MONTHLY CHARGES	69999	01/14/2011 \$	26.39
Total for 100-000-34100-5230						\$ 53.95
100-000-34100-5810			DUES & MEMBERSHIPS			

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VENDOR: VBCOA						
1	JANUARY	DUES	DUES/POPE	70133	01/31/2011 \$	35.00
2	JANUARY	DUES	DUES/DEHAVEN	70133	01/31/2011 \$	35.00
Total for 100-000-34100-5810						\$ 70.00
100-000-34100-6008 VEHICLE AND EQUIP FUEL						
VENDOR: QUARLES FUEL NETWORK						
1	JANUARY	1103160CT	FUEL	862	01/31/2011 \$	237.15
100-000-35100-3100 PROFESSIONAL SERVICES						
VENDOR: HILLSIDE VETERINARY HOSPITAL						
1	JANUARY	263127	SERVICES	69932	01/14/2011 \$	23.94
1	JANUARY	263307	SERVICES	69932	01/14/2011 \$	11.97
1	JANUARY	263866	SERVICES	69932	01/14/2011 \$	11.97
1	JANUARY	264118	SERVICES	69932	01/14/2011 \$	11.97
1	JANUARY	264469	SERVICES	69932	01/14/2011 \$	17.10
1	JANUARY	264492	SERVICES	70063	01/31/2011 \$	23.94
Total for 100-000-35100-3100						\$ 100.89
100-000-35100-5230 TELECOMMUNICATIONS						
VENDOR: AT&T MOBILITY						
3	JANUARY	X01012011	ANIMAL CONTROL CELL PHONE	69893	01/14/2011 \$	24.86
VENDOR: TREASURER OF VIRGINIA						
13	JANUARY	T228823	PHONE CHARGES/NOV	69916	01/14/2011 \$	3.52
VENDOR: VERIZON						
16	JANUARY	00002726889534Y	MONTHLY CHARGES	69999	01/14/2011 \$	76.05
Total for 100-000-35100-5230						\$ 104.43
100-000-35100-6008 VEHICLE AND EQUIP FUEL						
VENDOR: QUARLES FUEL NETWORK						
1	JANUARY	1103159CT	FUEL	862	01/31/2011 \$	60.40
100-000-35100-6014 OTHER OPERATING SUPPLIES						
VENDOR: BB&T FINANCIAL, PSB						
2	JANUARY	0014 9840	POSTAGE	70021	01/31/2011 \$	10.04
VENDOR: IKON OFFICE SOLUTIONS						
1	JANUARY	5016001845	OTHER OPERATING SUPPLIES	69936	01/14/2011 \$	23.05
Total for 100-000-35100-6014						\$ 33.09
100-000-35300-3100 PROFESSIONAL SERVICES						
VENDOR: TREASURER OF VIRGINIA						
1	JANUARY	EXAMINER	MEDICAL EXAMINER	69985	01/14/2011 \$	20.00
100-000-35600-5230 TELECOMMUNICATIONS						
VENDOR: AT&T						
1	JANUARY	059082-6049001	MONTHLY CHARGES	69892	01/14/2011 \$	31.43
VENDOR: AT&T MOBILITY						

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8	JANUARY	X01012011	E911 CELL PHONE ESTIMATE	69893	01/14/2011 \$	106.56
VENDOR: TREASURER OF VIRGINIA						
12	JANUARY	T228823	PHONE CHARGES/NOV	69916	01/14/2011 \$	372.77
VENDOR: VERIZON						
1	JANUARY	00001224519338Y	MONTHLY CHARGES	69999	01/14/2011 \$	1,231.45
17	JANUARY	00002726889534Y	MONTHLY CHARGES	69999	01/14/2011 \$	5.46
18	JANUARY	00002726889534Y	MONTHLY CHARGES	69999	01/14/2011 \$	24.62
19	JANUARY	00002726889534Y	MONTHLY CHARGES	69999	01/14/2011 \$	139.23
Total for 100-000-35600-5230						\$ 1,900.60
100-000-35600-5420 TOWER LEASE						
VENDOR: SHEN. VALLEY TELEVISION TOWER						
1	JANUARY	TOWER LEASE	TOWER LEASE/FEB	795	01/14/2011 \$	1,800.00
100-000-35600-6011 UNIFORM AND WEARING APPAREL						
VENDOR: SIGNET SCREEN PRINTING						
1	JANUARY	E69413	SHIRTS	70110	01/31/2011 \$	234.40
100-000-42400-3840 PURCHASED SERVICES						
VENDOR: TREASURER, FREDERICK COUNTY						
1	JANUARY	#9	DISPOSAL FEE/CONTAINER FEE	69987	01/14/2011 \$	8,052.50
1	JANUARY	2105-0001	CLARKE RESID/BRUSH	69987	01/14/2011 \$	185.64
1	JANUARY	80001-0001	CLARKE RESID	69987	01/14/2011 \$	18.96
Total for 100-000-42400-3840						\$ 8,257.10
100-000-42700-3840 PURCHASED SERVICES						
VENDOR: FREDERICK-WINCHESTER SERVICE AUTHORITY						
1	JANUARY	0122	MONTHLY SERV CHARGE/NOV	69924	01/14/2011 \$	740.19
1	JANUARY	0123	DEC SERVICE CHARGE	70054	01/31/2011 \$	740.19
Total for 100-000-42700-3840						\$ 1,480.38
100-000-43200-3310 REPAIR & MAINTENANCE						
VENDOR: ANDERSON CONTROL INC						
1	JANUARY	10142	SERVICE CALL	818	01/31/2011 \$	368.50
VENDOR: CRAWFORD ELECTRONICS INC						
1	JANUARY	08220	ALARM MON/OLD CRTHSE/COMM	829	01/31/2011 \$	240.00
VENDOR: HAMMERHEAD CONSTRUCTION OF VA, INC.						
1	JANUARY	001	COURTHOUSE RENOVATIONS	70060	01/31/2011 \$	940.80
VENDOR: MCDONALD, JERRY C.						
1	JANUARY	1254	GOVERNMENT SNOW CLEARING E	851	01/31/2011 \$	1,156.11
VENDOR: SHALLOW CREEK ELECTRICAL SERVICES LLC						
1	JANUARY	03237	ELECTRICAL WORK ADDITIONAL	794	01/14/2011 \$	591.47
1	JANUARY	03243	ELECTRICAL WORK - ESTIMATE	794	01/14/2011 \$	2,225.01
1	JANUARY	3236	ELECTRICAL WORK ADDITIONAL	794	01/14/2011 \$	1,500.00
1	JANUARY	3244	ELECTRICAL WORK - ESTIMATE	794	01/14/2011 \$	1,282.80
1	JANUARY	3245	ELECTRICAL WORK - ESTIMATE	794	01/14/2011 \$	1,492.19
2	JANUARY	3245	ELECTRICAL WORK ADDITIONAL	794	01/14/2011 \$	138.62
1	JANUARY	3272	ELECTRICIAN/ADDITIONAL NEE	865	01/31/2011 \$	1,723.39
1	JANUARY	3283	ELECTRICIAN/ADDITIONAL NEE	865	01/31/2011 \$	492.48



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VENDOR:	THOMAS PLUMBING & HEATING, INC.					
1	JANUARY	CCMAIN	MISC. PLUMBING/HEATING EST	803	01/14/2011 \$	498.28
VENDOR:	THYSSENKRUPP ELEVATOR COMPANY INC					
1	JANUARY	298275	SERVICE	70120	01/31/2011 \$	590.00
VENDOR:	WINCHESTER SPRINKLER, LLC					
1	JANUARY	4690	REPAIRS	874	01/31/2011 \$	170.00
Total for 100-000-43200-3310						\$ 13,409.65
100-000-43200-3320 MAINTENANCE SERVICE CONTRACT						
VENDOR:	ALLIED WASTE SERVICES #976					
1	JANUARY	0976000243901	GOVT DUMPSTERS-ANNUAL ESTI	69889	01/14/2011 \$	958.81
VENDOR:	C T CLEANING SERVICE					
1	JANUARY	1143	CLEANING SERVICES - ESTIMA	825	01/31/2011 \$	5,697.37
1	JANUARY	1144	CLEANING SERVICES - ESTIMA	825	01/31/2011 \$	452.32
VENDOR:	IKON OFFICE SOLUTIONS					
1	JANUARY	5015994188	MAINTENANCE SERVICE CONTRA	69936	01/14/2011 \$	29.45
Total for 100-000-43200-3320						\$ 7,137.96
100-000-43200-3600 ADVERTISING						
VENDOR:	WINCHESTER STAR					
1	JANUARY	1679471	ELEC SERV	70008	01/14/2011 \$	68.00
100-000-43200-5110 ELECTRICAL SERVICES						
VENDOR:	RAPPAHANNOCK ELEC COMPANY					
1	JANUARY	1650088888	POOL	70098	01/31/2011 \$	33.29
1	JANUARY	1938188888	104 N CHURCH	69968	01/14/2011 \$	17.32
2	JANUARY	1938188888	104 N CHURCH	70098	01/31/2011 \$	17.58
1	JANUARY	2048188888	OL COURT HOUSE	69968	01/14/2011 \$	1,482.18
1	JANUARY	2115288888	OLD LIBRARY	69968	01/14/2011 \$	85.13
1	JANUARY	2362088888	COURT HOUSE	69968	01/14/2011 \$	2,330.92
1	JANUARY	2750088888	CONCESSION STAND	69968	01/14/2011 \$	149.41
1	JANUARY	2922188888	POOL CONCESSION STAND	69968	01/14/2011 \$	83.21
1	JANUARY	3148188888	SHERIFF DEPT	70098	01/31/2011 \$	714.37
1	JANUARY	3565488888	TENNIS COURTS	70098	01/31/2011 \$	120.78
1	JANUARY	3750088888	225 AL SMITH DR	69968	01/14/2011 \$	25.38
1	JANUARY	4455288888	MAINT SHOP	69968	01/14/2011 \$	218.91
1	JANUARY	4565488888	225 AL SMITH DR	69968	01/14/2011 \$	32.08
1	JANUARY	4750088888	225 AL SMITH	69968	01/14/2011 \$	132.46
1	JANUARY	4980388888	SOC SERV BLDG	69968	01/14/2011 \$	669.10
1	JANUARY	5275488888	VFW SHELTER	69968	01/14/2011 \$	15.08
1	JANUARY	5565488888	REC CENTER	69968	01/14/2011 \$	1,617.07
1	JANUARY	5750088888	PARK BARN	69968	01/14/2011 \$	33.40
1	JANUARY	6750088888	BASEBALL FLD	69968	01/14/2011 \$	114.43
1	JANUARY	7406088888	JAYCEE SHELTER	69968	01/14/2011 \$	15.55
1	JANUARY	7557488888	SOCCER FLD	69968	01/14/2011 \$	27.91
1	JANUARY	7658188888	ANIMAL SHELTER	69968	01/14/2011 \$	402.05
1	JANUARY	7750088888	LITTLE LEAG FLD	69968	01/14/2011 \$	15.09
1	JANUARY	8506088888	LIONS SHELTER	70098	01/31/2011 \$	15.09
Total for 100-000-43200-5110						\$ 8,367.79
100-000-43200-5120 HEATING SERVICES						

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VENDOR: QUARLES ENERGY SERVICES						
1	JANUARY	37704	GAS/ANIMAL SHELTER	69962	01/14/2011 \$	704.13
1	JANUARY	47546	ANIMAL SHELTER	70095	01/31/2011 \$	1,045.04
1	JANUARY	70179	524 WESTWOOD	70095	01/31/2011 \$	1,040.35
1	JANUARY	73511	SHERIFF DEPT	70095	01/31/2011 \$	110.18
1	JANUARY	73526	ANIMAL SHELTER	70095	01/31/2011 \$	875.18
1	JANUARY	931883	225 AL SMITH	70095	01/31/2011 \$	369.41
1	JANUARY	939239	36 E MAIN	70095	01/31/2011 \$	147.66
1	JANUARY	953358	225 AL SMITH	70095	01/31/2011 \$	631.87
1	JANUARY	953370	524 WESTWOOD	70095	01/31/2011 \$	304.40
VENDOR: WASHINGTON GAS						
1	JANUARY	7002802507	JAIL/ SHERIFF	69975	01/14/2011 \$	329.99
2	JANUARY	7002802507	JAIL/SHERIFF	70108	01/31/2011 \$	1,082.64
1	JANUARY	7002802606	104 N CHURCH	69975	01/14/2011 \$	1,186.17
2	JANUARY	7002802606	COURTHOUSE	70108	01/31/2011 \$	1,238.70
Total for 100-000-43200-5120						\$ 9,065.72
100-000-43200-5130 WATER & SEWAGE SERVICES						
VENDOR: DEHAVEN / BERKSLEY SPRINGS WATER						
1	JANUARY	78555	WATER	69912	01/14/2011 \$	23.00
1	JANUARY	78557	WATER	69912	01/14/2011 \$	21.00
1	JANUARY	79183	WATER	70041	01/31/2011 \$	11.00
1	JANUARY	79185	WATER	70041	01/31/2011 \$	9.00
VENDOR: TOWN OF BERRYVILLE						
1	JANUARY	1003900.0098	104 N CHURCH	69984	01/14/2011 \$	114.42
1	JANUARY	1004000.0098	100 N CHURCH	69984	01/14/2011 \$	724.66
1	JANUARY	1004800.0098	36 E MAIN	69984	01/14/2011 \$	9.54
1	JANUARY	2010600.0098	313 E MAIN	69984	01/14/2011 \$	19.07
1	JANUARY	2010700.0098	311 E MAIN	69984	01/14/2011 \$	38.14
1	JANUARY	9001300.0098	REC CENTER	69984	01/14/2011 \$	100.00
1	JANUARY	9001400.0098	POOL	69984	01/14/2011 \$	9.54
1	JANUARY	9001500.0098	PARK OFFICE	69984	01/14/2011 \$	144.54
1	JANUARY	9001800.0098	MAINT FACILITY	69984	01/14/2011 \$	6.25
Total for 100-000-43200-5130						\$ 1,230.16
100-000-43200-5230 TELECOMMUNICATIONS						
VENDOR: AT&T MOBILITY						
2	JANUARY	X01012011	GOV MAINT CELL PHONE ESTIM	69893	01/14/2011 \$	139.68
VENDOR: TREASURER OF VIRGINIA						
26	JANUARY	T228823	PHONE CHARGES/NOV	69916	01/14/2011 \$	5.41
VENDOR: VERIZON						
20	JANUARY	00002726889534Y	MONTHLY CHARGES	69999	01/14/2011 \$	87.40
Total for 100-000-43200-5230						\$ 232.49
100-000-43200-6005 LAUNDRY, HOUSEKEEPING, & JANITORIAL						
VENDOR: GENERAL SALES OF VIRGINIA						
1	JANUARY	211000246		836	01/31/2011 \$	655.59
100-000-43200-6007 REPAIR AND MAINTENANCE SUPPLIES						
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	JANUARY	050966	GLOVES	70026	01/31/2011 \$	5.49
1	JANUARY	051169	LAWN BAGS	70026	01/31/2011 \$	14.95

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1	JANUARY	051198	BATTERY	70026	01/31/2011 \$	4.99
1	JANUARY	051255	BATTERY/TRAPS	70026	01/31/2011 \$	12.49
1	JANUARY	51004	NUTS/WASHERS	70026	01/31/2011 \$	8.40
1	JANUARY	51109	DRY VAC	70026	01/31/2011 \$	19.99
1	JANUARY	51179	CORD	70026	01/31/2011 \$	23.40
1	JANUARY	51302	BRACKETS/NUTS/WASHERS	70026	01/31/2011 \$	46.49
1	JANUARY	51373	CAULK	70026	01/31/2011 \$	10.56
VENDOR: W W GRAINGER, INC						
1	JANUARY	9433784338	BATTERIES	70058	01/31/2011 \$	38.96
1	JANUARY	9433784346	BATTERIES	70058	01/31/2011 \$	86.05
VENDOR: NORVAC LOCK TECHNOLOGY INC						
1	JANUARY	73920	REPLACE/INSTALL EXIT DEVIC	856	01/31/2011 \$	2,956.08
VENDOR: JNO S. SOLENBERGER INDUSTRIAL						
2	JANUARY	922568	BULBS	70114	01/31/2011 \$	11.16
VENDOR: SOUTHERN REFRIGERATION						
1	JANUARY	366687	RELIEF VALVE	70116	01/31/2011 \$	62.13
VENDOR: WINCHESTER ELECTRIC SERVICE						
1	JANUARY	0136966	MOTOR	873	01/31/2011 \$	95.82
Total for 100-000-43200-6007						\$ 3,396.96
100-000-43200-6008 VEHICLE AND EQUIP FUEL						
VENDOR: BB&T FINANCIAL, FSB						
1	JANUARY	0014 9840	FUEL	70021	01/31/2011 \$	19.49
VENDOR: QUARLES FUEL NETWORK						
1	JANUARY	1103158CT	FUEL	862	01/31/2011 \$	406.51
Total for 100-000-43200-6008						\$ 426.00
100-000-43200-6009 VEHICLE AND EQUIPMENT SUPPLIES						
VENDOR: BERRYVILLE AUTO PARTS INC						
1	JANUARY	ADMN 5370-42545	FILTERS/WASHERFLUID	69898	01/14/2011 \$	52.09
1	JANUARY	ADMN 5370-43251	INSPECTION	70022	01/31/2011 \$	16.00
1	JANUARY	ADMN 5370-43265	BATTERY	70022	01/31/2011 \$	69.07
Total for 100-000-43200-6009						\$ 137.16
100-000-52500-5620 CIVIC CONTRIBUTIONS						
VENDOR: NORTHWESTERN COMMUNITY SERVICES						
1	JANUARY	FY11 QRTLY	FY11 QRTLY	69953	01/14/2011 \$	20,500.00
100-000-69100-5699 CIVIC CONTRIBUTIONS						
VENDOR: LORD FAIRFAX COMMUNITY COLLEGE						
1	JANUARY	2507	COLLEGE BRD FUND FY11	69942	01/14/2011 \$	3,760.75
100-000-71100-3320 MAINTENANCE SERVICE CONTRACT						
VENDOR: DDL BUSINESS SYSTEMS LLC						
1	JANUARY	42310	COPIER MAINTENANCE RENEWAL	69911	01/14/2011 \$	76.51
VENDOR: IKON OFFICE SOLUTIONS						
1	JANUARY	5015993847	MAINTENANCE SERVICE CONTRA	69936	01/14/2011 \$	64.68

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Total for 100-000-71100-3320						\$ 141.19
100-000-71100-5230			TELECOMMUNICATIONS			
VENDOR: 27	TREASURER OF VIRGINIA JANUARY	T228823	PHONE CHARGES/NOV	69916	01/14/2011	\$ 3.53
VENDOR: 21	VERIZON JANUARY	00002726889534Y	MONTHLY CHARGES	69999	01/14/2011	\$ 107.21
Total for 100-000-71100-5230						\$ 110.74
100-000-71100-5800			MISCELLANEOUS CHARGES			
VENDOR: 1	CLARKE COUNTY HEALTH DEPARTMENT JANUARY	133879340	SERVICES	70036	01/31/2011	\$ 13.62
100-000-71100-5810			DUES & MEMBERSHIPS			
VENDOR: 2	BANK OF CLARKE COUNTY JANUARY	7007183	DEPOSIT TICKETS	70017	01/31/2011	\$ 92.30
VENDOR: 1	VIRGINIA STATE POLICE RECORDS MANAGEMENT JANUARY	CRIMINAL HIST	CRIMINAL HISTORY	70130	01/31/2011	\$ 15.00
Total for 100-000-71100-5810						\$ 107.30
100-000-71100-6008			VEHICLE AND EQUIP FUEL			
VENDOR: 1	QUARLES FUEL NETWORK JANUARY	1103161CT	FUEL	862	01/31/2011	\$ 53.07
100-000-71310-5830			REFUNDS			
VENDOR: 1	LEARY, KELLY JANUARY	PROGRAM REFUND	CANCELLATION REFUND	69941	01/14/2011	\$ 18.00
VENDOR: 1	NICHOLS, JENNIFER JANUARY	PROGRAM REFUND	CANCELLATION REFUND	69950	01/14/2011	\$ 18.00
VENDOR: 1	POE, JENNIFER JANUARY	PROGRAM REFUND	CANCELLATION REDUND	69960	01/14/2011	\$ 18.00
VENDOR: 1	SHAYEB, CRYSTAL JANUARY	PROGRAM REFUND	CANCELLATION REFUND	69972	01/14/2011	\$ 40.00
Total for 100-000-71310-5830						\$ 94.00
100-000-71310-6002			FOOD SUPPLIES & FOOD SERVICE SUPPLIE			
VENDOR: 3	WALMART COMMUNITY BRC JANUARY	0056 0731	FOOD	70004	01/14/2011	\$ 86.53
100-000-71310-6013			EDUCATIONAL AND RECREATIONAL SUPPLIE			
VENDOR: 1	WALMART COMMUNITY BRC JANUARY	0056 0731	FOOD	70004	01/14/2011	\$ 42.32
100-000-71310-6014			OTHER OPERATING SUPPLIES			
VENDOR: 1	BB&T FINANCIAL, FSB JANUARY	0014 9865	TREE	70021	01/31/2011	\$ 200.00

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VENDOR: 2	WALMART COMMUNITY BRC JANUARY	0056 0731	FOOD	70004	01/14/2011	\$ 11.66
Total for 100-000-71310-6014						\$ 211.66
100-000-71310-6015 MERCHANDISE FOR RESALE						
VENDOR: 1	COSTCO WHOLESALE INC. #239 JANUARY	XXP-1120	FOOD SUPPLIES	70039	01/31/2011	\$ 108.84
VENDOR: 4	WALMART COMMUNITY BRC JANUARY	0056 0731	FOOD	70004	01/14/2011	\$ 136.72
Total for 100-000-71310-6015						\$ 245.56
100-000-71350-3100 PROFESSIONAL SERVICES						
VENDOR: 1	OPUS OAKES, AN ART PLACE, INC. JANUARY	CLASS	ART CLASSES	860	01/31/2011	\$ 1,400.00
VENDOR: 2	WINCHESTER PRINTERS, INC. JANUARY	13730	TYPESETTING	815	01/14/2011	\$ 400.00
Total for 100-000-71350-3100						\$ 1,800.00
100-000-71350-3500 PRINTING AND BINDING						
VENDOR: 1	WINCHESTER PRINTERS, INC. JANUARY	13730	PRINTING OF "CORE"	815	01/14/2011	\$ 1,730.00
100-000-71350-3600 ADVERTISING						
VENDOR: 1	WINCHESTER STAR JANUARY	1651512	FITNESS ADV	70145	01/31/2011	\$ 225.00
100-000-71350-5830 REFUNDS						
VENDOR: 1	BROCK, FRAN JANUARY	PROGRAM REFUND	CANCELLATION REFUND	70030	01/31/2011	\$ 75.00
VENDOR: 1	BUTLER, MARK JANUARY	PROGRAM REFUND	CANCELLATION REFUND	70032	01/31/2011	\$ 75.00
VENDOR: 1	KLEPPER, JENNIFER JANUARY	PROGRAM REFUND	CANCELLATION REFUND	70069	01/31/2011	\$ 72.00
VENDOR: 1	KLOTCH, STEPHANIE JANUARY	PROGRAM REFUND	CANCELLATION REFUND	70070	01/31/2011	\$ 72.20
VENDOR: 1	PARADIS, JANE JANUARY	PROGRAM REFUND	CANCELLATION REFUND	70085	01/31/2011	\$ 75.00
VENDOR: 1	PARROT, MICHELLE JANUARY	PROGRAM REFUND	CANCELLATION REFUND	70086	01/31/2011	\$ 75.00
VENDOR: 1	REID, DEBORAH JANUARY	PROGRAM REFUND	CANCELLATION REFUND	70099	01/31/2011	\$ 49.00
VENDOR: 1	ROGERS, PATRICIA JANUARY	PROGRAM REFUND	CANCELLATION REFUND	70102	01/31/2011	\$ 37.00
VENDOR: 1	TOLLETT, JUDY JANUARY	PROGRAM REFUND	CANCELLATION REFUND	70123	01/31/2011	\$ 62.00

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VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
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Total for 100-000-71350-5830						\$ 592.20
100-000-71350-6002 FOOD SUPPLIES & FOOD SERVICE SUPPLIE						
VENDOR: COSTCO WHOLESALE INC. #239						
2	JANUARY	XXP-1120	FOOD SUPPLIES	70039	01/31/2011	\$ 469.93
VENDOR: FOOD LION, INC						
1	JANUARY	281164507246	FOOD SUPPLIES	69923	01/14/2011	\$ 18.77
1	JANUARY	281164517249	FOOD	70052	01/31/2011	\$ 15.00
1	JANUARY	281164517263	FOOD	70052	01/31/2011	\$ 54.36
-----						
Total for 100-000-71350-6002						\$ 558.06
100-000-71350-6013 EDUCATIONAL AND RECREATIONAL SUPPLIE						
VENDOR: GAIAM/SERI PRODUCTS						
1	JANUARY	SNS100038829	DBALL	70055	01/31/2011	\$ 35.48
100-000-71350-6014 OTHER OPERATING SUPPLIES						
VENDOR: FOOD LION, INC						
1	JANUARY	281164027266	FOOD	70052	01/31/2011	\$ 16.15
100-000-73200-5699 CIVIC CONTRIBUTIONS						
VENDOR: HANDLEY REGIONAL LIBRARY						
1	JANUARY	QRTLY	APPROPRIATION	69928	01/14/2011	\$ 45,529.75
100-000-81110-3100 PROFESSIONAL SERVICES						
VENDOR: HALL, MONOHAN, ENGLE REAL ESTATE ACCOUN						
1	JANUARY	GEN FILE	LEGAL SERVICES	840	01/31/2011	\$ 66.00
VENDOR: PIEDMONT GEOTECHNICAL, INC.						
1	JANUARY	1299VA	OAKLAND FARM	788	01/14/2011	\$ 125.00
1	JANUARY	1300VA	BISHOP MEADE ROAD	788	01/14/2011	\$ 125.00
-----						
Total for 100-000-81110-3100						\$ 316.00
100-000-81110-3500 PRINTING AND BINDING						
VENDOR: COMMERCIAL PRESS						
2	JANUARY	100080	BOOKLETS	765	01/14/2011	\$ 181.00
100-000-81110-5210 POSTAL SERVICES						
VENDOR: FEDERAL EXPRESS CORPORATION						
1	JANUARY	7-355-79803	POSTAGE	70050	01/31/2011	\$ 11.73
100-000-81110-5230 TELECOMMUNICATIONS						
VENDOR: VERIZON						
22	JANUARY	00002726889534Y	MONTHLY CHARGES	69999	01/14/2011	\$ 11.35
100-000-81110-5510 TRAVEL MILEAGE						
VENDOR: JOHNSTON, CHUCK						
1	JANUARY	MILEAGE	MILEAGE	778	01/14/2011	\$ 25.00
2	JANUARY	MILEAGE	MILEAGE	778	01/14/2011	\$ 33.00
3	JANUARY	MILEAGE	MILEAGE	845	01/31/2011	\$ 63.24
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Total for 100-000-81110-5510						\$ 121.24
100-000-81110-5540	TRAVEL CONVENTION & EDUCATION					
VENDOR: BB&T FINANCIAL, FSB						
2	JANUARY	0014 9857	TRAVEL	70021	01/31/2011	\$ 595.00
VENDOR: FORUM FOR RURAL INNOVATION						
1	JANUARY	REGISTRATON	REGISTRATION	70053	01/31/2011	\$ 40.00
Total for 100-000-81110-5540						\$ 635.00
100-000-81110-5810	DUES & MEMBERSHIPS					
VENDOR: PLAN VIRGINIA						
2	JANUARY	ANNUAL DUES	ANNUAL DUES	70091	01/31/2011	\$ 25.00
100-000-81110-6001	OFFICE SUPPLIES					
VENDOR: BB&T FINANCIAL, FSB						
1	JANUARY	0014 9857	BOOK	70021	01/31/2011	\$ 59.85
VENDOR: COMMERCIAL PRESS						
1	JANUARY	100080	ENVEVLOPES	765	01/14/2011	\$ 73.50
1	JANUARY	100198	ADDRESS LABELS	828	01/31/2011	\$ 78.24
Total for 100-000-81110-6001						\$ 211.59
100-000-81110-6012	BOOKS AND SUBSCRIPTIONS					
VENDOR: NATIONAL TRUST/HISTORIC PRESERVATION						
1	JANUARY	47054358	RENEWAL	69949	01/14/2011	\$ 30.00
100-000-81300-5699	CIVIC CONTRIBUTIONS					
VENDOR: HBLP WITH HOUSING						
1	JANUARY	FY11 3RD QTR	QRTLY	69929	01/14/2011	\$ 1,800.00
100-000-81400-5810	DUES & MEMBERSHIPS					
VENDOR: PLAN VIRGINIA						
3	JANUARY	ANNUAL DUES	ANNUAL DUES	70091	01/31/2011	\$ 112.50
100-000-81600-3160	BOARD SERVICES					
VENDOR: BRUMBACK, CLAY						
1	JANUARY	PLAN COMM MEET	PLAN COMM MEET/JAN	824	01/31/2011	\$ 100.00
VENDOR: CONSERVATION EASEMENT						
1	JANUARY	PLAN COMM MEET	PLAN COMM MEET/JAN	826	01/31/2011	\$ 100.00
VENDOR: MCFILLEN, THOMAS						
1	JANUARY	PLAN COMM MEET	PLAN COMM MEET/JAN	852	01/31/2011	\$ 100.00
VENDOR: MCKAY, BEVERLY						
1	JANUARY	PLAN COMM MEET	PLAN COMM MEET/JAN	70074	01/31/2011	\$ 50.00
VENDOR: NELSON, CLIFF						
1	JANUARY	PLAN COMM MEET	PLAN COMM MEET/JAN	855	01/31/2011	\$ 100.00
VENDOR: CONSERVATION EASEMENT						
1	JANUARY	PLAN COMM MEET	PLAN COMM MEET/JAN	859	01/31/2011	\$ 100.00

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-----							
VENDOR: STEINMETZ, WILLIAM A.							
1	JANUARY	PLAN COMM MEET	PLAN COMM MEET/JAN	868	01/31/2011 \$	100.00	
VENDOR: THUSS, RICHARD							
1	JANUARY	PLAN COMM MEET	PLAN COMM MEET/JAN	871	01/31/2011 \$	100.00	
		Total for 100-000-81600-3160				\$	750.00
100-000-81600-3600		ADVERTISING					
VENDOR: WINCHESTER STAR							
1	JANUARY	1653410	HEARING	70008	01/14/2011 \$	575.10	
100-000-81600-5810		DUES & MEMBERSHIPS					
VENDOR: PLAN VIRGINIA							
1	JANUARY	ANNUAL DUES	ANNUAL DUES	70091	01/31/2011 \$	225.00	
100-000-81800-3100		PROFESSIONAL SERVICES					
VENDOR: KALBIAN, MARAL S.							
1	JANUARY	SERVICES	HIST PRESV COMM SERVICES	779	01/14/2011 \$	742.50	
100-000-81800-6001		OFFICE SUPPLIES					
VENDOR: COMMERCIAL PRESS							
1	JANUARY	99980	REPORTS	765	01/14/2011 \$	310.00	
100-000-82600-5230		TELECOMMUNICATIONS					
VENDOR: WETHERALL, WILLIAM							
1	JANUARY	PHONE REIMB	PHONEREIMB	872	01/31/2011 \$	34.75	
100-000-82600-5510		TRAVEL MILEAGE					
VENDOR: WETHERALL, WILLIAM							
1	JANUARY	MILEAGE	MILEGE REIMB	872	01/31/2011 \$	184.63	
100-000-83100-3841		VPI EXTENSION AGENT					
VENDOR: VIRGINIA TECH							
1	JANUARY	FY11 QRTLY	FY11 QRTLY	69992	01/14/2011 \$	4,107.61	
100-000-83100-5230		TELECOMMUNICATIONS					
VENDOR: TREASURER OF VIRGINIA							
21	JANUARY	T228823	PHONE CHARGES/NOV	69916	01/14/2011 \$	2.70	
VENDOR: VERIZON							
23	JANUARY	00002726889534Y	MONTHLY CHARGES	69999	01/14/2011 \$	26.39	
		Total for 100-000-83100-5230				\$	29.09
TOTAL DEFINITION TYPE 0 :						\$ 318,816.60	
TOTAL EXPENDITURES :						\$ 318,816.60	
TOTAL for FISCAL YEAR 2011 :						\$ 318,816.60	
TOTAL PAYMENTS :						\$ 318,816.60	



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VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
Fiscal Year: 2011						
EXPENDITURES						
DEFINITION TYPE 0						
231-000-31200-5800 MISCELLANEOUS						
VENDOR:	FABIANA BORKOWSKY FRENCH					
1	JANUARY	SERVICES	TRANSLATOR	834	01/31/2011 \$	1,400.00
231-128-31200-5530 TRAVEL, SUBSISTENCE AND LODGING						
VENDOR:	BB&T FINANCIAL, FSB					
1	JANUARY	0014 9790	TRAVEL	70021	01/31/2011 \$	185.44
231-128-31200-5800 MISCELLANEOUS						
VENDOR:	BB&T FINANCIAL, FSB					
2	JANUARY	0017 1208	GIFTS/FAMILY	70021	01/31/2011 \$	250.00
231-128-31200-6001 MATERIALS AND SUPPLIES						
VENDOR:	BB&T FINANCIAL, FSB					
1	JANUARY	0014 9774	food	70021	01/31/2011 \$	9.64
3	JANUARY	0014 9782	FOOD SUPPLIES	70021	01/31/2011 \$	422.32
4	JANUARY	0014 9782	FOOD SUPPLIES	70021	01/31/2011 \$	19.33
Total for 231-128-31200-6001						\$ 451.29
235-000-82700-3100 PROFESSIONAL SERVICES						
VENDOR:	HALL, MONAHAN, ENGLE, MAHAN & MITCHELL					
1	JANUARY	GEN FILE	LEGAL	839	01/31/2011 \$	1,758.00
301-280-94220-8203 COMMUNICATIONS EQUIPMENT						
VENDOR:	BERRYVILLE AUTO PARTS INC					
1	JANUARY	10054317	SCANNER	69898	01/14/2011 \$	349.99
301-800-94202-3100 PROFESSIONAL SERVICES						
VENDOR:	HALL, MONAHAN, ENGLE, MAHAN & MITCHELL					
1	JANUARY	JOINT GOV CENTE	LEGAL	839	01/31/2011 \$	4,132.00
301-800-94202-3140 Engineering & Architectural						
VENDOR:	CHESTER ENGINEERS					
1	JANUARY	34164	HVAC	827	01/31/2011 \$	6,903.45
301-800-94278-8105 MOTOR VEHICLES						
VENDOR:	CROSSROADS MOTORS OF VA					
1	JANUARY	610282	MOTOR VEHICLES	69910	01/14/2011 \$	22,991.00
301-800-94289-3140 Engineering & Architectural						
VENDOR:	US GOVT INTERIOR (DEPT OF) US GEO SURVEY					
1	JANUARY	90018125	NO SHEN VALLEY AQUIFER SYS	70129	01/31/2011 \$	9,386.00
301-800-94291-8112 CONSTRUCTION						
VENDOR:	HAMMERHEAD CONSTRUCTION OF VA, INC.					

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VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
1	JANUARY	#5	PER IPB #10-0316 CIRCUIT C	69927	01/14/2011	\$ 66,770.07
VENDOR: SUITE OFFICE SYSTEMS, LLC						
1	JANUARY	1540	ADDITIONAL CABLING	800	01/14/2011	\$ 665.00
Total for 301-800-94291-8112						\$ 67,435.07
301-800-94291-8202 Furniture & Fixtures						
VENDOR: TIFFEN METAL WORKS						
1	JANUARY	000276		70121	01/31/2011	\$ 7,477.00
301-800-94321-8112 CONSTRUCTION						
VENDOR: PETER POST RESTORATION						
1	JANUARY	#2	GREENWAY COURT REHABILITAT	787	01/14/2011	\$ 6,350.00
301-820-94222-3000 PURCHASED SERVICES						
VENDOR: AT&T MOBILITY						
10	JANUARY	X01012011	LAPTOP DATA PLAN - SHERIFF	69893	01/14/2011	\$ 761.01
401-800-67155-9100 DEBT SERVICE						
VENDOR: VIRGINIA RESOURCES AUTHORITY						
1	JANUARY	6174	LOAN	812	01/14/2011	\$ 59,000.00
TOTAL DEPINITION TYPE 0 :						\$ 188,830.25
TOTAL EXPENDITURES :						\$ 188,830.25
TOTAL for FISCAL YEAR 2011 :						\$ 188,830.25
TOTAL PAYMENTS :						\$ 188,830.25

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Fiscal Year: 2011

EXPENDITURES

DEFINITION TYPE 0

607-000-12240-3120 PROFESSIONAL SERVICES

VENDOR: ROBINSON, FARMER, COX ASSOCIATES

1	JANUARY	34375		864	01/31/2011 \$	26,500.00
1	JANUARY	34377		864	01/31/2011 \$	4,750.00

Total for 607-000-12240-3120 \$ 31,250.00

607-000-12510-3320 MAINTENANCE SERVICE CONTRACT

VENDOR: IKON OFFICE SOLUTIONS

1	JANUARY	5015968565	MAINTENANCE SERVICE CONTRA	69934	01/14/2011 \$	203.54
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607-000-12530-4300 CENTRAL PURCHASING/STORE

VENDOR: OFFICE DEPOT

1	JANUARY	545009773001	INK CARTRIDGES	69954	01/14/2011 \$	467.28
1	JANUARY	547239403001	STAMPS	70084	01/31/2011 \$	74.80

VENDOR: QUILL CORPORATION

1	JANUARY	1049739	TONER	69964	01/14/2011 \$	571.17
1	JANUARY	9927491	CALCULATOR	69964	01/14/2011 \$	33.99
1	JANUARY	9988835	CARTRIDGE	69964	01/14/2011 \$	161.49

VENDOR: STAPLES TECHNOLOGY SOLUTIONS

1	JANUARY	NR6791	INK/TONER	69980	01/14/2011 \$	298.74
1	JANUARY	NS4113	TONER	69980	01/14/2011 \$	96.72
2	JANUARY	NS4113	TONER	69980	01/14/2011 \$	125.56

VENDOR: SUPPLY ROOM COMPANIES, THE

1	JANUARY	1489905-0	TAPE/POSTIT/MARKERS	801	01/14/2011 \$	66.78
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Total for 607-000-12530-4300 \$ 1,896.53

607-000-12530-5230 TELECOMMUNICATIONS

VENDOR: TREASURER OF VIRGINIA

22	JANUARY	T228823	PHONE CHARGES/NOV	69916	01/14/2011 \$	7.79
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VENDOR: VERIZON

34	JANUARY	00002726889534Y	MONTHLY CHARGES	69999	01/14/2011 \$	88.35
35	JANUARY	00002726889534Y	MONTHLY CHARGES	69999	01/14/2011 \$	0.02-

Total for 607-000-12530-5230 \$ 96.12

607-000-12530-5510 TRAVEL MILEAGE

VENDOR: POPE, CATHY

1	JANUARY	MILEAGE	MILEAGE REIMB	789	01/14/2011 \$	48.00
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607-000-12530-5540 TRAVEL CONVENTION & EDUCATION

VENDOR: LEGGE, MICHAEL

1	JANUARY	TRAVEL	TRAVEL REIMB	783	01/14/2011 \$	116.80
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607-000-12530-6001 OFFICE SUPPLIES

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VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
=====						
VENDOR: GBF BUSINESS FORMS, INC.						
1	JANUARY	12402	W-2/1099	70056	01/31/2011 \$	380.80
732-000-12530-3000			PURCHASED SERVICES - TRANSACTION FEE			
VENDOR: EBS						
1	JANUARY	51660	HSA/FSA	69919	01/14/2011 \$	725.36
735-000-12550-2300			Health Insurance Payments			
VENDOR: ANTHEM BLUE CROSS/BLUE SHIELD						
2	JANUARY	20110131	JANUARY 2011 PY11 PAYROLL	11909	01/31/2011 \$	11,174.00
			TOTAL DEFINITION TYPE 0 :	\$		45,891.15
			TOTAL EXPENDITURES :	\$		45,891.15
			TOTAL for FISCAL YEAR 2011 :	\$		45,891.15
			TOTAL PAYMENTS :	\$		45,891.15

Clarke Co. Reconciliation of Appropriations Year Ending June 30, 2011 03-Feb-11

Date	Total	General Fund	Soc Svcs Fund	CSA Fund	Sch Oper Fund	Ceferents Fund	GG Cap Fund	School Cap Fund	GG Debt Fund	School Debt Fund	Joint Fund	Conservation Essemnts	Unemploy. Fund
05/03/10 Appropriations Resolution: Total	38,430,921	8,153,177	1,397,588	1,100,583	18,931,781	759,952	390,491	690,400	364,701	3,638,438	510,810	480,000	15,000
Adjustments:										86,753			
07/20/10 High School Debt Service		1,835											
07/20/10 Cooperative Extension			6,000				40,150						
07/20/10 Emergency Operations Center		55,290											
07/20/10 Arts Grant		2,118											
09/21/10 NSV Water Study							12,794						
11/16/10 Swim Blocks							12,400						
12/21/10 Sheriff's Vehicle		3,538						151,447					
12/21/10 Septage Tracking Software													
01/18/11 School Carryover		6,253					25,000						
01/18/11 Double Tollgate Study													
02/15/11 Victim Witness Grant													
Revised Appropriation	36,834,489	8,228,211	1,397,588	1,100,583	18,931,781	759,952	480,835	841,847	364,701	3,723,191	510,810	480,000	15,000
Change to Appropriation	403,578	75,034	0	0	0	0	90,344	151,447	0	86,753	0	0	0
Original Revenue Estimate	14,257,287	2,419,087	989,200	453,945	8,843,033	759,952	0	154,000		218,070	0	320,000	0
Adjustments:										86,753			
07/20/10 High School Debt Service							40,150						
07/20/10 Emergency Operations Center													
07/20/10 Arts Grant		3,000											
11/16/10 Swim Blocks							12,794						
12/21/10 Sheriff's Vehicle							12,400						
01/18/11 Double Tollgate Study							25,000						
02/15/11 Victim Witness Grant		7,476											
Revised Revenue Estimate	14,444,660	2,429,563	989,200	453,945	8,943,033	759,952	90,344	154,000	0	304,823	0	320,000	0
Change to Revenue Estimate	187,573	10,476	0	0	0	0	90,344	0	0	86,753	0	0	0
Original Local Tax Funding	22,173,634	5,734,090	408,388	648,638	9,988,748	0	390,491	536,400	364,701	3,418,368	510,810	180,000	15,000
Revised Local Tax Funding	22,389,639	5,798,648	408,388	648,638	9,988,748	0	390,491	687,847	364,701	3,418,368	510,810	180,000	15,000
Change to Local Tax Funding	216,005	64,558	0	0	0	0	0	151,447	0	0	0	0	0

Italics = Proposed actions

02/03/11

Title: General Fund Balance  
Source: Clarke County Joint Administrative Services

	Previous	Current	Notes
<b>General Fund Balance Year End FY 2009</b>	14,001,757	14,001,757	
Expenditure FY 10	(24,433,541)	(24,433,541)	
Revenue FY 10	24,586,665	24,586,665	
<b>General Fund Balance (year end FY 10)</b>	14,154,881	14,154,881	

**Adjustments and Designations**

*Designations*

Liquidity Designation @ 12% of FY 11 Budgeted Operating Revenue	(\$2,949,252)	(\$2,949,252)	
Stabilization Designation @ 3% of FY 11 Budgeted Operating Revenue	(737,313)	(737,313)	
Continuing Local GF Appropriations for Capital Projects	(4,955,633)	(4,955,633)	
School Capital/Debt	(1,500,000)	(1,500,000)	
Government Construction/Debt	(1,000,000)	(1,000,000)	
Property Acquisition	(265,000)	(265,000)	
Conservation Easements from Government Savings	(153,462)	(153,462)	
Community Facilities	(\$325,000)	(\$325,000)	
Comprehensive Services Act Shortfall	(262,868)	(262,868)	
Senior Center and Park Office	(400,000)	(400,000)	
Parks Master Plan	(100,000)	(100,000)	
School Operating Carryover	(493,718)	(493,718)	School Carryover request 151,447
Government Carryover Requests from Government Savings	(396,462)	(396,462)	Less septage software
Energy Efficiency	(200,000)	(200,000)	
Landfill costs	(50,000)	(50,000)	
FY 11 Original Budget Surplus (Deficit)	354,405	354,405	
<b>TOTAL Designations</b>	(13,434,303)	(13,434,303)	

FY 11 Expenditure Budget Adjustments	(397,325)	(403,578)	
FY 11 Revenue Budget Adjustments	180,097	187,573	

Undesignated Fund Balance Projected June 30

	503,351	504,574	
<b>TOTAL</b>	503,351	504,574	

CLARKE COUNTY  
 PD-PJT-FUNC-OBJ EXPENDITURES SUMMARY REPORT DEFINITION TYPE #0  
 for Fiscal Year 2011 (2010-2011 Fiscal Year)  
 Posted Only Figures  
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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For JANUARY	Expenditures Year-to-Date	Available Balance	Percent Used
FD 100 GENERAL FUND							
PJT 000 NON-CATEGORICAL							
FUNC 11010 BOARD OF SUPERVISORS							
1300	SALARIES AND WAGES - PART TIME	\$ 13,800.00	\$ 5,750.00	\$ 1,150.00	\$ 8,050.00	\$ 0.00	100.00
2100	FICA BENEFITS	\$ 1,056.00	\$ 289.09	\$ 57.81	\$ 404.68	\$ 362.23	65.70
2300	HOSPITAL/MEDICAL PLANS	\$ 10,628.00	\$ 4,429.15	\$ 885.83	\$ 6,200.81	\$ 1.96	100.02
3100	PROFESSIONAL SERVICES	\$ 15,000.00	\$ 0.00	\$ 0.00	\$ 3,407.40	\$ 11,592.60	22.72
3600	ADVERTISING	\$ 5,500.00	\$ 0.00	\$ 431.60	\$ 2,283.70	\$ 3,216.30	41.52
5210	POSTAL SERVICES	\$ 250.00	\$ 0.00	\$ 0.00	\$ 99.06	\$ 150.94	39.62
5307	PUBLIC OFFICIAL LIABILITY INS.	\$ 5,038.00	\$ 0.00	\$ 0.00	\$ 5,873.00	\$ 835.00	116.57
5540	TRAVEL CONVENTION & EDUCATION	\$ 6,000.00	\$ 0.00	\$ 40.00	\$ 4,031.24	\$ 1,968.76	67.19
5800	MISCELLANEOUS CHARGES	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 1,246.53	\$ 753.47	62.33
5810	DUES & ASSOC. MEMBERSHIPS	\$ 4,000.00	\$ 0.00	\$ 0.00	\$ 4,534.00	\$ 534.00	113.35
6001	OFFICE SUPPLIES	\$ 1,000.00	\$ 0.00	\$ 59.00	\$ 247.35	\$ 752.65	24.73
11010	BOARD OF SUPERVISORS	\$ 64,272.00	\$ 10,468.24	\$ 2,624.24	\$ 36,377.77	\$ 17,425.99	72.89
FUNC 12110 COUNTY ADMINISTRATOR							
1100	SALARIES - REGULAR	\$ 184,719.00	\$ 76,966.39	\$ 15,393.23	\$ 107,752.61	\$ 0.00	100.00
1300	SALARIES - PART TIME	\$ 1,000.00	\$ 0.00	\$ 131.25	\$ 543.75	\$ 456.25	54.37
2100	FICA BENEFITS	\$ 14,208.00	\$ 5,528.09	\$ 1,119.83	\$ 7,191.30	\$ 1,488.61	89.52
2210	VSRS BENEFITS	\$ 25,491.00	\$ 10,621.33	\$ 2,124.27	\$ 14,869.89	\$ 0.22	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 15,717.00	\$ 6,550.66	\$ 1,310.12	\$ 9,170.84	\$ 4.50	100.03
2400	LIFE INSURANCE	\$ 1,884.00	\$ 215.51	\$ 43.10	\$ 301.70	\$ 1,366.79	27.45
2700	WORKERS COMPENSATION INSURANCE	\$ 200.00	\$ 0.00	\$ 0.00	\$ 180.94	\$ 19.06	90.47
3100	PROFESSIONAL SERVICES	\$ 5,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 5,000.00	0.00
3320	MAINTENANCE SERVICE CONTRACT	\$ 800.00	\$ 240.53	\$ 0.00	\$ 291.14	\$ 268.33	66.46
3500	PRINTING AND BINDING	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 224.00	\$ 1,776.00	11.20
5210	POSTAL SERVICES	\$ 600.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 600.00	0.00
5230	TELECOMMUNICATIONS	\$ 1,500.00	\$ 406.60	\$ 22.50	\$ 669.23	\$ 424.17	71.72
5540	TRAVEL CONVENTION & EDUCATION	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,000.00	0.00
5810	DUES & ASSOCIATION MEMBERSHIPS	\$ 1,500.00	\$ 0.00	\$ 20.00	\$ 520.83	\$ 979.17	34.72
6001	OFFICE SUPPLIES	\$ 1,200.00	\$ 0.00	\$ 70.62	\$ 1,852.27	\$ 652.27	154.36
6008	VEHICLE AND EQUIP FUEL	\$ 1,000.00	\$ 0.00	\$ 92.52	\$ 527.15	\$ 472.85	52.72
6012	BOOKS AND SUBSCRIPTIONS	\$ 1,200.00	\$ 0.00	\$ 83.97	\$ 588.27	\$ 611.73	49.02
12110	COUNTY ADMINISTRATOR	\$ 260,019.00	\$ 100,529.11	\$ 20,366.41	\$ 144,683.92	\$ 14,805.97	94.31
FUNC 12210 LEGAL SERVICES							
1100	SALARIES/WAGES - REGULAR	\$ 29,894.00	\$ 13,647.39	\$ 2,729.48	\$ 18,152.80	\$ 1,906.19	106.38
2100	FICA	\$ 2,287.00	\$ 1,045.13	\$ 209.08	\$ 1,390.49	\$ 148.62	106.50
2210	VSRS	\$ 4,125.00	\$ 1,663.92	\$ 596.09	\$ 3,163.35	\$ 702.27	117.02
2400	LIFE INSURANCE	\$ 305.00	\$ 45.86	\$ 12.09	\$ 64.15	\$ 194.99	36.07
3100	PROFESSIONAL SERVICES	\$ 32,000.00	\$ 0.00	\$ 862.00	\$ 9,778.00	\$ 22,222.00	30.56
5810	DUES & ASSOCIATION MEMBERSHIPS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 270.00	\$ 270.00	100.00
12210	LEGAL SERVICES	\$ 68,611.00	\$ 16,402.30	\$ 4,408.74	\$ 32,818.79	\$ 19,389.91	71.74
FUNC 12310 COMMISSIONER OF REVENUE							
1100	SALARIES - REGULAR	\$ 166,090.00	\$ 69,203.75	\$ 13,840.75	\$ 96,885.25	\$ 1.00	100.00
2100	FICA BENEFITS	\$ 12,706.00	\$ 4,921.22	\$ 984.92	\$ 6,836.16	\$ 948.62	92.53
2210	VSRS BENEFITS	\$ 22,920.00	\$ 9,550.07	\$ 1,910.03	\$ 13,370.21	\$ 0.28	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 26,352.00	\$ 9,920.85	\$ 1,984.17	\$ 14,739.23	\$ 1,691.92	93.58
2400	LIFE INSURANCE	\$ 1,694.00	\$ 193.80	\$ 38.75	\$ 271.25	\$ 1,228.95	27.45
2700	WORKERS COMPENSATION INSURANCE	\$ 200.00	\$ 0.00	\$ 0.00	\$ 177.48	\$ 22.52	88.74

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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	Expenditures JANUARY	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	\$ 500.00	\$ 132.46	\$ 20.00	\$ 20.00	\$ 200.15	\$ 167.39	66.52
3500	PRINTING AND BINDING	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,500.00	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	\$ 876.56	\$ 2,123.44	29.22
5230	TELECOMMUNICATIONS	\$ 1,500.00	\$ 0.00	\$ 30.93	\$ 30.93	\$ 308.97	\$ 1,191.03	20.60
5510	TRAVEL MILEAGE	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	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	\$ 1,200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 290.00	\$ 910.00	24.17
6001	OFFICE SUPPLIES	\$ 1,100.00	\$ 0.00	\$ 590.88	\$ 590.88	\$ 1,167.88	\$ 67.88	106.17
6008	VEHICLE AND EQUIP FUEL	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
6012	BOOKS AND SUBSCRIPTIONS	\$ 1,000.00	\$ 0.00	\$ 129.00	\$ 129.00	\$ 362.42	\$ 637.58	36.24
8201	MACHINERY & EQUIPMENT	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00
12310	COMMISSIONER OF REVENUE	\$ 244,462.00	\$ 93,922.15	\$ 19,529.43	\$ 19,529.43	\$ 135,485.56	\$ 15,054.29	93.84
	FUNC 12320 ASSESSOR							
1100	SALARIES - REGULAR	\$ 42,460.00	\$ 17,691.25	\$ 3,538.25	\$ 3,538.25	\$ 24,767.75	\$ 1.00	100.00
2100	FICA BENEFITS	\$ 3,248.00	\$ 1,138.41	\$ 227.69	\$ 227.69	\$ 1,593.83	\$ 515.76	84.12
2210	VRS BENEFITS	\$ 5,859.00	\$ 2,441.38	\$ 488.28	\$ 488.28	\$ 3,417.96	\$ 0.34	100.01
2300	HEALTH INSURANCE BENEFITS	\$ 8,093.00	\$ 3,373.85	\$ 674.77	\$ 674.77	\$ 4,723.39	\$ 4.24	100.05
2400	LIFE INSURANCE	\$ 433.00	\$ 49.52	\$ 9.91	\$ 9.91	\$ 69.37	\$ 314.11	27.46
2700	WORKER'S COMPENSATION	\$ 579.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 578.49	\$ 0.51	99.91
3320	MAINTENANCE SERVICE CONTRACT	\$ 3,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,500.00	\$ 0.00	100.00
5210	POSTAL SERVICES	\$ 50.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 50.00	0.00
5510	TRAVEL MILEAGE	\$ 250.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 250.00	0.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	0.00
5810	DUES & MEMBERSHIPS	\$ 250.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 250.00	0.00
6001	OFFICE SUPPLIES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 163.40	\$ 63.40	163.40
6012	BOOKS AND SUBSCRIPTIONS	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
12320	ASSESSOR	\$ 65,322.00	\$ 24,694.41	\$ 4,938.90	\$ 4,938.90	\$ 38,814.19	\$ 1,813.40	97.22
	FUNC 12410 TREASURER							
1100	SALARIES - REGULAR	\$ 177,642.00	\$ 74,017.50	\$ 14,803.50	\$ 14,803.50	\$ 100,926.66	\$ 2,697.84	98.48
1300	SALARIES - PART TIME	\$ 3,967.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,967.00	0.00
2100	FICA BENEFITS	\$ 13,894.00	\$ 5,420.98	\$ 1,084.24	\$ 1,084.24	\$ 7,377.48	\$ 1,095.54	92.12
2210	VRS BENEFITS	\$ 24,515.00	\$ 10,214.39	\$ 2,042.89	\$ 2,042.89	\$ 13,927.93	\$ 372.68	98.48
2300	HEALTH INSURANCE BENEFITS	\$ 23,342.00	\$ 7,609.55	\$ 1,521.91	\$ 1,521.91	\$ 11,500.51	\$ 4,231.94	81.87
2400	LIFE INSURANCE	\$ 1,812.00	\$ 207.25	\$ 41.45	\$ 41.45	\$ 282.59	\$ 1,322.16	27.03
2700	WORKERS COMPENSATION INSURANCE	\$ 210.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 189.83	\$ 20.17	90.40
3100	PROFESSIONAL SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 20.00	\$ 20.00	100.00
3320	MAINTENANCE SERVICE CONTRACT	\$ 400.00	\$ 139.86	\$ 0.00	\$ 0.00	\$ 112.76	\$ 147.38	63.16
3500	PRINTING AND BINDING	\$ 8,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 4,287.97	\$ 3,712.03	53.60
3600	ADVERTISING	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,500.00	0.00
5210	POSTAL SERVICES	\$ 17,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 6,371.20	\$ 10,628.80	37.48
5230	TELECOMMUNICATIONS	\$ 1,000.00	\$ 0.00	\$ 107.47	\$ 107.47	\$ 286.29	\$ 713.71	28.63
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	\$ 0.00	\$ 0.00	\$ 580.87	\$ 1,419.13	29.04
5810	DUES & MEMBERSHIPS	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 640.00	\$ 360.00	64.00
6001	OFFICE SUPPLIES	\$ 5,000.00	\$ 0.00	\$ 982.15	\$ 982.15	\$ 2,061.49	\$ 2,938.51	41.23
6022	SUPPLIES - DOG TAGS	\$ 750.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 725.97	\$ 24.03	96.80
12410	TREASURER	\$ 282,392.00	\$ 97,609.53	\$ 20,583.61	\$ 20,583.61	\$ 149,291.55	\$ 35,490.92	87.43
	FUNC 12510 DATA PROCESSING							
1100	SALARIES & WAGES - REGULAR	\$ 113,282.00	\$ 47,200.81	\$ 9,440.17	\$ 9,440.17	\$ 66,081.19	\$ 0.00	100.00
1300	SALARIES - PART TIME	\$ 1,000.00	\$ 0.00	\$ 457.50	\$ 457.50	\$ 1,852.50	\$ 852.50	185.25



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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	JANUARY	Expenditures Year-to-Date	Available Balance	Percent Used
2100	FICA BENEFITS	\$ 8,743.00	\$ 3,394.17	\$	713.84	\$ 4,893.65	\$ 455.18	94.79
2210	VSRS	\$ 15,633.00	\$ 6,513.74	\$	1,302.74	\$ 9,119.18	\$ 0.08	100.00
2300	HOSPITAL/MEDICAL PLANS	\$ 8,093.00	\$ 3,373.85	\$	674.77	\$ 4,723.39	\$ 4.24	100.05
2400	LIFE INSURANCE	\$ 1,156.00	\$ 132.12	\$	26.44	\$ 185.08	\$ 838.80	27.44
2700	WORKER'S COMPENSATION	\$ 136.00	\$ 0.00	\$	0.00	\$ 122.12	\$ 13.88	89.79
3100	PROFESSIONAL SERVICES	\$ 10,000.00	\$ 2,725.00	\$	150.00	\$ 2,825.00	\$ 4,450.00	55.50
3320	MAINTENANCE SERVICE CONTRACT	\$ 36,500.00	\$ 8,551.06	\$	1,963.23	\$ 28,208.66	\$ 259.72	100.71
5210	POSTAL SERVICES	\$ 1,000.00	\$ 0.00	\$	0.00	\$ 1.22	\$ 998.78	0.12
5230	TELECOMMUNICATIONS	\$ 50,000.00	\$ 4,797.71	\$	2,839.83	\$ 13,530.58	\$ 31,671.71	36.66
5540	TRAVEL CONVENTION & EDUCATION	\$ 500.00	\$ 0.00	\$	0.00	\$ 0.00	\$ 500.00	0.00
6001	OFFICE SUPPLIES	\$ 3,000.00	\$ 0.00	\$	5.74	\$ 993.67	\$ 2,006.33	33.12
6012	BOOKS & SUBSCRIPTIONS	\$ 200.00	\$ 0.00	\$	0.00	\$ 0.00	\$ 200.00	0.00
8201	MACHINERY & EQUIPMENT	\$ 0.00	\$ 0.00	\$	0.00	\$ 1,526.42	\$ 1,526.42	100.00
8207	EDP EQUIPMENT	\$ 10,000.00	\$ 990.70	\$	590.00	\$ 4,440.42	\$ 4,568.88	54.31
12510	DATA PROCESSING	\$ 259,243.00	\$ 77,679.16	\$	18,164.26	\$ 138,503.08	\$ 43,060.76	83.39
FUNC 13100 ELECTORAL BOARD AND OFFICIALS								
1300	SALARIES - PART TIME	\$ 7,512.00	\$ 0.00	\$	0.00	\$ 2,504.00	\$ 5,008.00	33.33
2100	FICA	\$ 575.00	\$ 0.00	\$	0.00	\$ 191.55	\$ 383.45	33.31
2700	WORKER'S COMPENSATION	\$ 10.00	\$ 0.00	\$	0.00	\$ 8.03	\$ 1.97	80.30
3000	PURCHASED SERVICES	\$ 3,600.00	\$ 0.00	\$	0.00	\$ 1,499.15	\$ 2,100.85	41.64
3160	ELECTORAL BOARD SERVICES	\$ 8,565.00	\$ 0.00	\$	0.00	\$ 3,475.00	\$ 5,090.00	40.57
3320	MAINTENANCE SERVICE CONTRACT	\$ 4,050.00	\$ 0.00	\$	0.00	\$ 0.00	\$ 4,050.00	0.00
3500	PRINTING AND BINDING	\$ 2,500.00	\$ 0.00	\$	0.00	\$ 255.00	\$ 2,245.00	10.20
3600	ADVERTISING	\$ 510.00	\$ 0.00	\$	0.00	\$ 161.20	\$ 348.80	31.61
5210	POSTAL SERVICES	\$ 2,500.00	\$ 0.00	\$	0.00	\$ 629.64	\$ 1,870.36	25.19
5400	LEASES AND RENTALS	\$ 1,200.00	\$ 0.00	\$	0.00	\$ 525.00	\$ 675.00	43.75
5510	TRAVEL MILEAGE	\$ 500.00	\$ 0.00	\$	0.00	\$ 145.92	\$ 354.08	29.18
5540	TRAVEL CONVENTION & EDUCATION	\$ 900.00	\$ 0.00	\$	0.00	\$ 418.20	\$ 481.80	46.47
5810	DUES, SUBSCRIPTIONS & MEMBERSHIPS	\$ 150.00	\$ 0.00	\$	100.00	\$ 100.00	\$ 50.00	66.67
6000	MATERIAL AND SUPPLIES	\$ 600.00	\$ 0.00	\$	0.00	\$ 120.61	\$ 479.39	20.10
13100	ELECTORAL BOARD AND OFFICIALS	\$ 33,172.00	\$ 0.00	\$	100.00	\$ 10,033.30	\$ 23,138.70	30.25
FUNC 13200 REGISTRAR								
1100	SALARIES - REGULAR	\$ 43,363.00	\$ 18,067.94	\$	3,613.58	\$ 25,295.06	\$ 0.00	100.00
1300	SALARIES - PART TIME	\$ 8,840.00	\$ 0.00	\$	520.00	\$ 2,905.50	\$ 5,934.50	32.87
2100	FICA BENEFITS	\$ 3,994.00	\$ 1,388.44	\$	317.47	\$ 2,166.10	\$ 439.46	89.00
2210	VSRS BENEFITS	\$ 5,984.00	\$ 2,493.40	\$	498.67	\$ 3,490.69	\$ 0.09	100.00
2400	LIFE INSURANCE	\$ 442.00	\$ 50.58	\$	10.12	\$ 70.84	\$ 320.58	27.47
2700	WORKERS COMPENSATION INSURANCE	\$ 70.00	\$ 0.00	\$	0.00	\$ 55.78	\$ 14.22	79.69
3310	REPAIR & MAINTENANCE	\$ 200.00	\$ 0.00	\$	0.00	\$ 0.00	\$ 200.00	0.00
3320	MAINTENANCE & SERVICE CONTRACT	\$ 0.00	\$ 49.60	\$	0.00	\$ 38.47	\$ 88.07	100.00
5230	TELECOMMUNICATIONS	\$ 900.00	\$ 0.00	\$	2.27	\$ 28.67	\$ 871.33	3.19
5510	TRAVEL MILEAGE	\$ 50.00	\$ 0.00	\$	0.00	\$ 41.30	\$ 8.70	82.60
5540	TRAVEL CONVENTION & EDUCATION	\$ 650.00	\$ 0.00	\$	0.00	\$ 185.17	\$ 464.83	28.49
5810	DUES & SUBSCRIPTIONS	\$ 150.00	\$ 0.00	\$	0.00	\$ 140.00	\$ 10.00	93.33
6001	OFFICE SUPPLIES	\$ 700.00	\$ 0.00	\$	72.00	\$ 150.85	\$ 549.15	21.55
8201	MACHINERY & EQUIPMENT	\$ 150.00	\$ 0.00	\$	0.00	\$ 0.00	\$ 150.00	0.00
13200	REGISTRAR	\$ 65,493.00	\$ 22,049.96	\$	5,034.11	\$ 34,568.43	\$ 8,874.61	86.45
FUNC 21100 CIRCUIT COURT								
5841	COMPENSATION OF JURORS	\$ 2,000.00	\$ 0.00	\$	180.00	\$ 600.00	\$ 1,400.00	30.00
5842	JURY COMMISSIONERS	\$ 180.00	\$ 0.00	\$	0.00	\$ 180.00	\$ 0.00	100.00
7001	SHARED COURT SERVICES	\$ 10,000.00	\$ 0.00	\$	0.00	\$ 0.00	\$ 10,000.00	0.00
21100	CIRCUIT COURT	\$ 12,180.00	\$ 0.00	\$	180.00	\$ 780.00	\$ 11,400.00	6.40

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FUNC 21200 GENERAL DISTRICT COURT								
3150	LEGAL	\$ 0.00	\$ 0.00	\$ 78.75	\$ 236.25	\$ 236.25	100.00	
3320	MAINTENANCE SERVICE CONTRACT	\$ 0.00	\$ 247.56	\$ 26.07	\$ 58.44	\$ 306.00	100.00	
5210	POSTAL SERVICES	\$ 636.00	\$ 378.00	\$ 0.00	\$ 274.83	\$ 16.83	102.65	
5230	TELECOMMUNICATIONS	\$ 2,000.00	\$ 0.00	\$ 139.16	\$ 743.12	\$ 1,256.88	37.16	
5810	DUES & MEMBERSHIPS	\$ 85.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 85.00	0.00	
6001	OFFICE SUPPLIES	\$ 1,500.00	\$ 0.00	\$ 125.00	\$ 250.50	\$ 1,249.50	16.70	
6012	BOOKS AND SUBSCRIPTIONS	\$ 600.00	\$ 0.00	\$ 0.00	\$ 368.99	\$ 231.01	61.50	
21200	GENERAL DISTRICT COURT	\$ 4,821.00	\$ 625.56	\$ 368.98	\$ 1,932.13	\$ 2,263.31	53.05	
FUNC 21300 MAGISTRATE								
5230	TELECOMMUNICATIONS	\$ 1,000.00	\$ 0.00	\$ 38.13	\$ 463.62	\$ 536.38	46.36	
FUNC 21500 JUVENILE & DOMESTIC RELATIONS OFFICE								
3320	MAINTENANCE SERVICE CONTRACT	\$ 1,300.00	\$ 1,089.55	\$ 58.94	\$ 131.45	\$ 79.00	93.92	
5210	POSTAL SERVICES	\$ 550.00	\$ 0.00	\$ 138.60	\$ 207.90	\$ 342.10	37.80	
5230	TELECOMMUNICATIONS	\$ 700.00	\$ 0.00	\$ 54.68	\$ 333.50	\$ 366.50	47.64	
5810	DUES & MEMBERSHIPS	\$ 100.00	\$ 0.00	\$ 40.00	\$ 40.00	\$ 60.00	40.00	
6001	OFFICE SUPPLIES	\$ 2,000.00	\$ 0.00	\$ 6.40	\$ 96.13	\$ 1,903.87	4.81	
21500	JUVENILE & DOMESTIC RELATIONS OF	\$ 4,650.00	\$ 1,089.55	\$ 298.62	\$ 808.98	\$ 2,751.47	40.83	
FUNC 21600 CLERK OF THE CIRCUIT COURT								
1100	Salaries - Regular	\$ 20,000.00	\$ 0.00	\$ 0.00	\$ 12,000.00	\$ 8,000.00	60.00	
2100	FICA BENEFITS	\$ 11,838.00	\$ 0.00	\$ 948.56	\$ 7,005.34	\$ 4,832.66	59.18	
2210	VSRS BENEFITS	\$ 22,500.00	\$ 0.00	\$ 1,711.13	\$ 12,637.01	\$ 9,862.99	56.16	
2300	HEALTH INSURANCE BENEFITS	\$ 10,164.00	\$ 0.00	\$ 847.14	\$ 5,929.98	\$ 4,234.02	58.34	
2400	LIFE INSURANCE	\$ 1,566.00	\$ 0.00	\$ 34.72	\$ 256.42	\$ 1,309.58	16.37	
2700	WORKER'S COMPENSATION	\$ 202.00	\$ 0.00	\$ 0.00	\$ 169.64	\$ 32.36	83.98	
3100	PROFESSIONAL SERVICES	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,000.00	0.00	
3310	REPAIR & MAINTENANCE	\$ 150.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 150.00	0.00	
3320	MAINTENANCE SERVICE CONTRACT	\$ 1,000.00	\$ 201.00	\$ 201.00	\$ 603.00	\$ 196.00	80.40	
3500	PRINTING AND BINDING	\$ 300.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 300.00	0.00	
3510	MICROFILMING	\$ 9,000.00	\$ 0.00	\$ 1,101.20	\$ 3,907.30	\$ 5,092.70	43.41	
5210	POSTAL SERVICES	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 1,300.08	\$ 1,699.92	43.34	
5230	TELECOMMUNICATIONS	\$ 1,000.00	\$ 0.00	\$ 63.97	\$ 383.95	\$ 616.05	38.40	
6001	OFFICE SUPPLIES	\$ 7,000.00	\$ 0.00	\$ 252.76	\$ 2,914.82	\$ 4,085.18	41.64	
21600	CLERK OF THE CIRCUIT COURT	\$ 90,720.00	\$ 201.00	\$ 5,160.48	\$ 47,107.54	\$ 43,411.46	52.15	
FUNC 21900 VICTIM/WITNESS PROGRAM								
1300	SALARIES/WAGES - PART TIME	\$ 25,683.00	\$ 12,535.77	\$ 2,507.16	\$ 17,550.12	\$ 4,402.89	117.14	
2100	FICA	\$ 1,885.00	\$ 947.28	\$ 189.46	\$ 1,228.62	\$ 290.90	115.43	
2210	VSRS	\$ 4,847.00	\$ 2,005.89	\$ 401.18	\$ 2,808.26	\$ 32.85	99.32	
2300	Health Insurance	\$ 3,565.00	\$ 2,117.85	\$ 423.57	\$ 3,467.38	\$ 2,020.23	156.67	
2400	LIFE INSURANCE	\$ 195.00	\$ 40.70	\$ 8.14	\$ 56.98	\$ 97.32	50.09	
2700	WORKER'S COMPENSATION	\$ 30.00	\$ 0.00	\$ 0.00	\$ 37.28	\$ 7.28	124.27	
5230	TELECOMMUNICATIONS	\$ 0.00	\$ 0.00	\$ 4.97	\$ 85.95	\$ 85.95	100.00	
5540	TRAVEL CONVENTION & EDUCATION	\$ 1,212.00	\$ 0.00	\$ 0.00	\$ 410.21	\$ 801.79	33.85	
5810	DUES, SUBSCRIPTIONS & MEMBERSHIPS	\$ 0.00	\$ 0.00	\$ 50.00	\$ 145.00	\$ 145.00	100.00	
6001	OFFICE SUPPLIES	\$ 1,890.00	\$ 0.00	\$ 150.00	\$ 421.25	\$ 1,468.75	22.29	
21900	VICTIM/WITNESS PROGRAM	\$ 39,307.00	\$ 17,647.49	\$ 3,734.48	\$ 26,211.05	\$ 4,551.54	111.58	
FUNC 21920 COURT SERVICES DETOXIFICATION								
3845	PURCHASED SERVICES - DETOX	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 160.00	\$ 1,840.00	8.00	

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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	JANUARY	Expenditures Year-to-Date	Available Balance	Percent Used
FUNC 21930 BLUE RIDGE LEGAL SERVICES								
5699	CIVIC CONTRIBUTIONS	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,000.00	\$ 0.00	100.00
FUNC 22100 COMMONWEALTH'S ATTORNEY								
1100	SALARIES - REGULAR	\$ 176,623.00	\$ 73,607.12	\$ 14,721.40	\$ 14,721.40	\$ 104,003.54	\$ 987.66	100.56
1300	SALARIES - PART TIME	\$ 5,800.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,617.00	\$ 4,183.00	27.88
2100	FICA BENEFITS	\$ 13,955.00	\$ 5,626.19	\$ 1,125.23	\$ 1,125.23	\$ 7,705.53	\$ 623.28	95.53
2210	VSRS BENEFITS	\$ 24,374.00	\$ 10,209.53	\$ 2,041.91	\$ 2,041.91	\$ 15,302.65	\$ 1,138.18	104.67
2300	HEALTH INSURANCE BENEFITS	\$ 10,072.00	\$ 4,235.70	\$ 847.14	\$ 847.14	\$ 5,929.98	\$ 93.68	100.93
2400	LIFE INSURANCE	\$ 1,802.00	\$ 207.15	\$ 41.43	\$ 41.43	\$ 310.49	\$ 1,284.36	28.73
2700	WORKERS COMPENSATION INSURANCE	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 188.49	\$ 11.51	94.25
3320	MAINTENANCE SERVICE CONTRACT	\$ 400.00	\$ 0.00	\$ 51.42	\$ 51.42	\$ 290.29	\$ 109.71	72.57
5210	POSTAL SERVICES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 152.46	\$ 347.54	30.49
5230	TELECOMMUNICATIONS	\$ 600.00	\$ 0.00	\$ 36.10	\$ 36.10	\$ 217.87	\$ 382.13	36.31
5540	TRAVEL CONVENTION & EDUCATION	\$ 3,000.00	\$ 0.00	\$ 210.00	\$ 210.00	\$ 2,655.86	\$ 344.14	88.53
5810	DUES & MEMBERSHIPS	\$ 603.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 165.00	\$ 438.00	27.36
6001	OFFICE SUPPLIES	\$ 1,000.00	\$ 0.00	\$ 90.04	\$ 90.04	\$ 146.04	\$ 853.96	14.60
6012	BOOKS AND SUBSCRIPTIONS	\$ 600.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 649.52	\$ 49.52	108.25
22100	COMMONWEALTH'S ATTORNEY	\$ 239,529.00	\$ 93,885.69	\$ 19,164.67	\$ 19,164.67	\$ 139,334.72	\$ 6,308.59	97.37
FUNC 31200 SHERIFF								
1100	SALARIES - REGULAR	\$ 910,702.00	\$ 379,919.94	\$ 75,983.94	\$ 75,983.94	\$ 531,659.68	\$ 877.62	100.10
1300	SALARIES - PART TIME	\$ 20,000.00	\$ 0.00	\$ 1,485.00	\$ 1,485.00	\$ 5,521.16	\$ 14,478.84	27.61
2100	FICA BENEFITS	\$ 71,199.00	\$ 26,962.78	\$ 5,506.30	\$ 5,506.30	\$ 38,191.72	\$ 6,044.50	91.51
2210	VSRS BENEFITS	\$ 125,677.00	\$ 52,429.01	\$ 10,485.76	\$ 10,485.76	\$ 73,368.87	\$ 120.88	100.10
2300	HEALTH INSURANCE BENEFITS	\$ 116,796.00	\$ 48,162.05	\$ 9,632.41	\$ 9,632.41	\$ 67,850.44	\$ 783.51	99.33
2400	LIFE INSURANCE	\$ 9,289.00	\$ 1,063.75	\$ 212.77	\$ 212.77	\$ 1,488.75	\$ 6,736.50	27.48
2700	WORKERS COMPENSATION INSURANCE	\$ 9,730.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 9,730.11	\$ 0.11	100.00
3100	PROFESSIONAL SERVICES	\$ 3,000.00	\$ 0.00	\$ 314.30	\$ 314.30	\$ 3,976.99	\$ 976.99	132.57
3310	REPAIR & MAINTENANCE	\$ 1,000.00	\$ 0.00	\$ 351.00	\$ 351.00	\$ 1,362.00	\$ 362.00	136.20
3320	MAINTENANCE SERVICE CONTRACT	\$ 10,000.00	\$ 2,426.91	\$ 0.00	\$ 0.00	\$ 1,691.67	\$ 5,881.42	41.19
3350	INSURED REPAIRS	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,565.85	\$ 565.85	156.59
3500	PRINTING AND BINDING	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 442.40	\$ 442.40	100.00
5210	POSTAL SERVICES	\$ 3,000.00	\$ 0.00	\$ 35.03	\$ 35.03	\$ 947.34	\$ 2,052.66	31.58
5230	TELECOMMUNICATIONS	\$ 18,000.00	\$ 2,895.27	\$ 641.39	\$ 641.39	\$ 4,038.09	\$ 11,066.64	38.52
5305	MOTOR VEHICLE INSURANCE	\$ 11,002.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 12,825.00	\$ 1,823.00	116.57
5530	TRAVEL SUBSISTANCE & LODGING	\$ 3,000.00	\$ 0.00	\$ 153.42	\$ 153.42	\$ 4,001.18	\$ 1,001.18	133.37
5540	TRAVEL CONVENTION & EDUCATION	\$ 2,000.00	\$ 0.00	\$ 250.00	\$ 250.00	\$ 1,246.64	\$ 753.36	62.33
5800	MISCELLANEOUS CHARGES	\$ 1,000.00	\$ 0.00	\$ 120.00	\$ 120.00	\$ 1,518.35	\$ 518.35	151.84
5810	DUES & MEMBERSHIPS	\$ 2,000.00	\$ 0.00	\$ 100.00	\$ 100.00	\$ 1,820.00	\$ 180.00	91.00
6001	OFFICE SUPPLIES	\$ 3,000.00	\$ 0.00	\$ 157.22	\$ 157.22	\$ 1,644.99	\$ 1,355.01	54.83
6007	REPAIR AND MAINTENANCE SUPPLIES	\$ 35,000.00	\$ 10,896.26	\$ 3,722.25	\$ 3,722.25	\$ 17,416.85	\$ 6,686.89	80.89
6008	VEHICLE AND EQUIP FUEL	\$ 75,000.00	\$ 0.00	\$ 5,786.26	\$ 5,786.26	\$ 32,661.43	\$ 42,338.57	43.55
6009	VEHICLE AND EQUIPMENT SUPPLIES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 76.99	\$ 76.99	100.00
6010	POLICE SUPPLIES	\$ 5,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,694.57	\$ 2,305.43	53.89
6011	UNIFORM AND WEARING APPAREL	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,480.00	\$ 520.00	74.00
6017	AMMUNITION	\$ 6,500.00	\$ 5,001.00	\$ 358.00	\$ 358.00	\$ 7,233.36	\$ 5,734.36	188.22
6024	INSURED REPAIRS	\$ 12,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 325.00	\$ 11,675.00	2.71
31200	SHERIFF	\$ 1,456,895.00	\$ 529,756.97	\$ 115,295.05	\$ 115,295.05	\$ 826,779.43	\$ 100,358.60	93.11
FUNC 31210 CRIMINAL JUSTICE TRAINING CENTER								
5699	CIVIC CONTRIBUTIONS	\$ 15,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 15,892.50	\$ 392.50	102.53
FUNC 31220 DRUG TASK FORCE								
5699	CIVIC CONTRIBUTIONS	\$ 10,500.00	\$ 0.00	\$ 1,805.16	\$ 1,805.16	\$ 4,275.64	\$ 6,224.36	40.72
FUNC 32100 EMERGENCY MEDICAL SERVICES								

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1100	SALARIES - REGULAR	\$ 244,000.00	\$ 100,689.33	\$ 27,082.96	\$ 145,756.73	\$ 2,446.06	101.00		
1300	SALARIES - PART TIME	\$ 18,000.00	\$ 0.00	\$ 3,240.00	\$ 17,040.00	\$ 960.00	94.67		
2100	FICA BENEFITS	\$ 20,043.00	\$ 7,702.73	\$ 2,156.27	\$ 11,299.96	\$ 1,040.31	94.81		
2210	VSRS BENEFITS	\$ 33,672.00	\$ 11,595.22	\$ 2,029.15	\$ 14,204.05	\$ 7,872.73	76.62		
2300	HEALTH INSURANCE BENEFITS	\$ 31,552.00	\$ 13,071.85	\$ 2,614.37	\$ 18,300.59	\$ 179.56	99.43		
2400	LIFE INSURANCE	\$ 2,489.00	\$ 227.97	\$ 41.19	\$ 288.33	\$ 1,972.70	20.74		
2700	WORKERS COMPENSATION INSURANCE	\$ 15,515.00	\$ 0.00	\$ 0.00	\$ 15,515.01	\$ 0.01	100.00		
5230	TELECOMMUNICATIONS	\$ 700.00	\$ 0.00	\$ 56.80	\$ 329.06	\$ 370.94	47.01		
5540	TRAVEL CONVENTION & EDUCATION	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00		
6001	OFFICE SUPPLIES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 1.00	\$ 499.00	0.20		
6008	VEHICLE AND EQUIP FUEL	\$ 1,500.00	\$ 0.00	\$ 170.57	\$ 775.81	\$ 724.19	51.72		
6011	UNIFORM AND WEARING APPAREL	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 487.90	\$ 512.10	48.79		
32100	EMERGENCY MEDICAL SERVICES	\$ 369,471.00	\$ 133,287.10	\$ 37,391.31	\$ 223,998.44	\$ 12,185.46	96.70		
	FUNC 32200 VOLUNTEER FIRE COMPANIES								
5697	TWO FOR LIFE DISTRIBUTION	\$ 15,722.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 15,722.00	0.00		
5698	FIRE PROGRAMS DISTRIBUTION	\$ 25,183.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 25,183.00	0.00		
5699	CIVIC CONTRIBUTIONS	\$ 0.00	\$ 0.00	\$ 320.00	\$ 320.00	\$ 320.00	100.00		
32200	VOLUNTEER FIRE COMPANIES	\$ 40,905.00	\$ 0.00	\$ 320.00	\$ 320.00	\$ 40,585.00	0.78		
	FUNC 32201 BLUE RIDGE VOLUNTEER FIRE COMPANY								
5699	CIVIC CONTRIBUTIONS	\$ 50,000.00	\$ 0.00	\$ 25,000.00	\$ 37,500.00	\$ 12,500.00	75.00		
	FUNC 32202 BOYCE VOLUNTEER FIRE COMPANY								
5699	CIVIC CONTRIBUTIONS	\$ 50,000.00	\$ 0.00	\$ 0.00	\$ 25,460.00	\$ 24,540.00	50.92		
	FUNC 32203 ENDERS VOLUNTEER FIRE COMPANY								
5699	CIVIC CONTRIBUTIONS	\$ 75,000.00	\$ 0.00	\$ 34,500.00	\$ 56,250.00	\$ 18,750.00	75.00		
	FUNC 32204 SHRENDANDOAH FARMS VOLUNTEER FIRE COMPANY								
5699	CIVIC CONTRIBUTIONS	\$ 50,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 50,000.00	0.00		
	FUNC 32300 LORD FAIRFAX EMERGENCY MEDICAL								
5699	CIVIC CONTRIBUTION	\$ 4,929.00	\$ 0.00	\$ 0.00	\$ 4,929.00	\$ 0.00	100.00		
	FUNC 32400 FORESTRY SERVICE								
5699	CIVIC CONTRIBUTION	\$ 2,231.00	\$ 0.00	\$ 0.00	\$ 2,230.65	\$ 0.35	99.98		
	FUNC 33100 REGIONAL JAIL								
7000	JOINT OPERATIONS	\$ 483,066.00	\$ 0.00	\$ 79,299.30	\$ 320,832.00	\$ 162,234.00	66.42		
	FUNC 33200 JUVENILE DETENTION								
3840	PURCHASED SERVICES - DETENTION C	\$ 25,884.00	\$ 0.00	\$ 6,423.29	\$ 12,846.58	\$ 13,037.42	49.63		
	FUNC 33300 PROBATION OFFICE								
5210	POSTAL SERVICES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 96.00	\$ 4.00	96.00		
5230	TELECOMMUNICATIONS	\$ 500.00	\$ 0.00	\$ 29.52	\$ 178.75	\$ 321.25	35.75		
6001	OFFICE SUPPLIES	\$ 300.00	\$ 0.00	\$ 45.36	\$ 45.36	\$ 254.64	15.12		
33300	PROBATION OFFICE	\$ 900.00	\$ 0.00	\$ 74.88	\$ 320.11	\$ 579.89	35.57		
	FUNC 34100 BUILDING INSPECTIONS								
1100	SALARIES - REGULAR	\$ 92,014.00	\$ 38,339.12	\$ 7,667.84	\$ 53,674.88	\$ 0.00	100.00		
1300	SALARIES - PART TIME	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00		
2100	FICA BENEFITS	\$ 7,116.00	\$ 2,651.40	\$ 530.28	\$ 3,705.00	\$ 759.60	89.33		
2210	VSRS BENEFITS	\$ 12,698.00	\$ 5,290.81	\$ 1,058.16	\$ 7,407.12	\$ 0.07	100.00		
2300	HEALTH INSURANCE BENEFITS	\$ 10,628.00	\$ 4,622.60	\$ 924.52	\$ 6,471.64	\$ 466.24	104.39		

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2400	LIFE INSURANCE	\$ 939.00	\$ 107.35	\$ 21.47	\$	\$ 150.29	\$ 681.36	27.44
2700	WORKERS COMPENSATION INSURANCE	\$ 831.00	\$ 0.00	\$ 0.00	\$	\$ 830.57	\$ 0.43	99.95
3320	MAINTENANCE SERVICE CONTRACT	\$ 1,900.00	\$ 351.84	\$ 0.00	\$	\$ 1,353.16	\$ 195.00	89.74
3500	PRINTING AND BINDING	\$ 600.00	\$ 0.00	\$ 37.95	\$	\$ 37.95	\$ 562.05	6.33
3600	ADVERTISING	\$ 150.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 150.00	0.00
5210	POSTAL SERVICES	\$ 150.00	\$ 0.00	\$ 0.00	\$	\$ 55.66	\$ 94.34	37.11
5230	TELECOMMUNICATIONS	\$ 1,300.00	\$ 307.28	\$ 53.95	\$	\$ 363.71	\$ 629.01	51.61
5510	TRAVEL MILEAGE	\$ 100.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 100.00	0.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 600.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 600.00	0.00
5810	DUES & MEMBERSHIPS	\$ 500.00	\$ 0.00	\$ 70.00	\$	\$ 70.00	\$ 430.00	14.00
6001	OFFICE SUPPLIES	\$ 1,500.00	\$ 0.00	\$ 46.00	\$	\$ 181.70	\$ 1,318.30	12.11
6008	VEHICLE AND EQUIP FUEL	\$ 2,500.00	\$ 0.00	\$ 237.15	\$	\$ 1,504.32	\$ 995.68	60.17
6012	BOOKS AND SUBSCRIPTIONS	\$ 1,000.00	\$ 0.00	\$ 0.00	\$	\$ 575.50	\$ 424.50	57.55
8207	EDP EQUIPMENT	\$ 0.00	\$ 37.67	\$ 0.00	\$	\$ 56.44	\$ 94.11	100.00
34100	BUILDING INSPECTIONS	\$ 135,526.00	\$ 51,708.07	\$ 10,647.32	\$	\$ 76,437.94	\$ 7,379.99	94.55
	FUNC 35100 ANIMAL CONTROL							
1100	SALARIES - REGULAR	\$ 33,500.00	\$ 13,958.31	\$ 2,791.67	\$	\$ 19,541.69	\$ 0.00	100.00
1300	SALARIES - PART TIME	\$ 20,000.00	\$ 0.00	\$ 1,285.75	\$	\$ 8,016.98	\$ 11,983.02	40.08
2100	FICA BENEFITS	\$ 4,093.00	\$ 893.83	\$ 277.12	\$	\$ 1,864.62	\$ 1,334.55	67.39
2210	VRSR BENEFITS	\$ 4,623.00	\$ 1,926.25	\$ 385.25	\$	\$ 2,696.75	\$ 0.00	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 5,545.00	\$ 2,311.30	\$ 462.26	\$	\$ 3,235.82	\$ 2.12	100.04
2400	LIFE INSURANCE	\$ 342.00	\$ 39.06	\$ 7.82	\$	\$ 54.74	\$ 248.20	27.43
2700	WORKERS COMPENSATION INSURANCE	\$ 491.00	\$ 0.00	\$ 0.00	\$	\$ 490.71	\$ 0.29	99.94
3100	PROFESSIONAL SERVICES	\$ 6,500.00	\$ 0.00	\$ 100.89	\$	\$ 2,266.65	\$ 4,233.35	34.87
3500	PRINTING AND BINDING	\$ 300.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 300.00	0.00
5210	POSTAL SERVICES	\$ 100.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 100.00	0.00
5230	TELECOMMUNICATIONS	\$ 2,500.00	\$ 307.28	\$ 104.43	\$	\$ 648.28	\$ 1,544.44	38.22
5540	TRAVEL CONVENTION & EDUCATION	\$ 2,500.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 2,500.00	0.00
5810	DUES & MEMBERSHIPS	\$ 100.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 100.00	0.00
6001	OFFICE SUPPLIES	\$ 300.00	\$ 0.00	\$ 0.00	\$	\$ 14.60	\$ 285.40	4.87
6004	MEDICAL AND LABORATORY SUPPLIES	\$ 1,000.00	\$ 0.00	\$ 0.00	\$	\$ 679.60	\$ 320.40	67.96
6005	LAUNDRY, HOUSEKEEPING, & JANITOR	\$ 400.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 400.00	0.00
6008	VEHICLE AND EQUIP FUEL	\$ 1,500.00	\$ 0.00	\$ 60.40	\$	\$ 370.15	\$ 1,129.85	24.68
6011	UNIFORM AND WEARING APPAREL	\$ 500.00	\$ 0.00	\$ 0.00	\$	\$ 150.00	\$ 350.00	30.00
6014	OTHER OPERATING SUPPLIES	\$ 4,500.00	\$ 85.63	\$ 33.09	\$	\$ 2,408.52	\$ 2,005.85	55.43
35100	ANIMAL CONTROL	\$ 88,794.00	\$ 19,521.66	\$ 5,508.68	\$	\$ 42,439.11	\$ 26,833.23	69.78
	FUNC 35300 MEDICAL EXAMINER							
3100	PROFESSIONAL SERVICES	\$ 150.00	\$ 0.00	\$ 20.00	\$	\$ 100.00	\$ 50.00	66.67
	FUNC 35600 COMMUNICATIONS							
1100	Salaries - Regular	\$ 194,882.00	\$ 81,201.31	\$ 16,240.15	\$	\$ 107,733.22	\$ 5,947.47	96.95
2100	FICA Benefits	\$ 14,908.00	\$ 5,781.82	\$ 1,156.45	\$	\$ 8,015.66	\$ 1,110.52	92.55
2210	VRSR Benefits	\$ 26,894.00	\$ 11,205.76	\$ 2,241.15	\$	\$ 14,883.13	\$ 805.11	97.01
2300	Health Insurance Benefits	\$ 25,877.00	\$ 13,094.00	\$ 2,618.80	\$	\$ 17,033.76	\$ 4,250.76	116.43
2400	Life Insurance	\$ 1,988.00	\$ 227.37	\$ 45.47	\$	\$ 301.83	\$ 1,458.80	26.62
2700	Worker's Compensation	\$ 209.00	\$ 0.00	\$ 0.00	\$	\$ 208.25	\$ 0.75	99.64
2800	OTHER BENEFITS - ANNUAL LEAVE PA	\$ 0.00	\$ 0.00	\$ 0.00	\$	\$ 3,892.73	\$ 3,892.73	100.00
3000	PURCHASED SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$	\$ 16.24	\$ 16.24	100.00
3310	REPAIR & MAINTENANCE	\$ 2,190.00	\$ 2,190.00	\$ 0.00	\$	\$ 0.00	\$ 0.00	100.00
3320	MAINTENANCE SERVICE CONTRACT	\$ 73,563.00	\$ 0.00	\$ 0.00	\$	\$ 68,843.88	\$ 4,719.12	93.58
5230	TELECOMMUNICATIONS	\$ 25,000.00	\$ 942.04	\$ 1,900.60	\$	\$ 13,106.34	\$ 10,951.62	56.19
5420	TOWER LEASE	\$ 24,000.00	\$ 0.00	\$ 1,800.00	\$	\$ 16,931.46	\$ 7,068.54	70.55
5510	TRAVEL MILEAGE	\$ 500.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 500.00	0.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 1,500.00	\$ 0.00	\$ 0.00	\$	\$ 256.95	\$ 1,243.05	17.13
5810	DUES & MEMBERSHIPS	\$ 300.00	\$ 0.00	\$ 0.00	\$	\$ 230.00	\$ 70.00	76.67

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 Posted Only Figures  
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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	JANUARY	Expenditures Year-to-Date	Available Balance	Percent Used
6001	OFFICE SUPPLIES	\$ 2,000.00	\$ 0.00	\$ 451.10	\$ 905.18	\$ 1,094.82	45.26	
6011	UNIFORM AND WEARING APPAREL	\$ 1,000.00	\$ 0.00	\$ 234.40	\$ 234.40	\$ 765.60	23.44	
6014	OTHER OPERATING SUPPLIES	\$ 300.00	\$ 0.00	\$ 0.00	\$ 300.00	\$ 0.00	100.00	
35600	COMMUNICATIONS	\$ 395,111.00	\$ 114,642.30	\$ 26,688.12	\$ 252,893.03	\$ 27,575.67	93.02	
3840	FUNC 42400 REFUSE DISPOSAL PURCHASED SERVICES	\$ 156,000.00	\$ 0.00	\$ 8,257.10	\$ 49,682.50	\$ 106,317.50	31.85	
6014	FUNC 42600 LITTER CONTROL PROGRAM OTHER OPERATING SUPPLIES	\$ 5,429.00	\$ 4,071.16	\$ 0.00	\$ 3,346.66	\$ 1,988.82	136.63	
3840	FUNC 42700 SANITATION PURCHASED SERVICES	\$ 9,000.00	\$ 0.00	\$ 1,480.38	\$ 4,441.14	\$ 4,558.86	49.35	
5699	CIVIC CONTRIBUTIONS (CCSA)	\$ 10,000.00	\$ 0.00	\$ 0.00	\$ 10,000.00	\$ 0.00	100.00	
42700	SANITATION	\$ 19,000.00	\$ 0.00	\$ 1,480.38	\$ 14,441.14	\$ 4,558.86	76.01	
1100	FUNC 43200 GENERAL PROPERTY MAINTENANCE SALARIES - REGULAR	\$ 169,457.00	\$ 49,738.13	\$ 9,947.67	\$ 67,848.81	\$ 51,870.06	69.39	
1300	SALARIES - PART TIME	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00	
2100	FICA BENEFITS	\$ 13,040.00	\$ 3,496.32	\$ 699.27	\$ 4,812.61	\$ 4,731.07	63.72	
2210	VSRS BENEFITS	\$ 23,197.00	\$ 6,838.63	\$ 1,367.74	\$ 9,466.98	\$ 6,891.39	70.29	
2300	HEALTH INSURANCE BENEFITS	\$ 20,755.00	\$ 6,085.48	\$ 1,217.12	\$ 8,523.43	\$ 6,146.09	70.39	
2400	LIFE INSURANCE	\$ 1,729.00	\$ 139.25	\$ 27.87	\$ 183.52	\$ 1,406.23	18.67	
2700	WORKERS COMPENSATION INSURANCE	\$ 4,380.00	\$ 0.00	\$ 0.00	\$ 4,380.08	\$ 0.00	100.00	
3100	PROFESSIONAL SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 40.00	\$ 40.00	100.00	
3310	REPAIR & MAINTENANCE	\$ 106,350.00	\$ 38,254.77	\$ 13,409.65	\$ 43,248.02	\$ 24,847.21	76.64	
3320	MAINTENANCE SERVICE CONTRACT	\$ 163,400.00	\$ 80,241.74	\$ 7,137.96	\$ 71,176.64	\$ 11,981.62	92.67	
3600	ADVERTISING	\$ 250.00	\$ 0.00	\$ 68.00	\$ 471.38	\$ 221.38	188.55	
5110	ELECTRICAL SERVICES	\$ 90,000.00	\$ 0.00	\$ 8,367.79	\$ 46,522.36	\$ 43,477.64	51.69	
5120	HEATING SERVICES	\$ 35,000.00	\$ 0.00	\$ 9,065.72	\$ 17,044.99	\$ 17,955.01	48.70	
5130	WATER & SEWAGE SERVICES	\$ 30,000.00	\$ 0.00	\$ 1,230.16	\$ 10,825.96	\$ 19,174.04	36.09	
5230	TELECOMMUNICATIONS	\$ 5,000.00	\$ 1,543.93	\$ 232.49	\$ 1,703.48	\$ 1,752.59	64.95	
5301	BOILER INSURANCE	\$ 1,238.00	\$ 0.00	\$ 0.00	\$ 3,183.00	\$ 1,945.00	257.11	
5302	FIRE INSURANCE	\$ 16,780.00	\$ 0.00	\$ 0.00	\$ 18,387.00	\$ 1,607.00	109.58	
5305	MOTOR VEHICLE INSURANCE	\$ 6,189.00	\$ 0.00	\$ 0.00	\$ 5,643.00	\$ 546.00	91.18	
5308	GENERAL LIABILITY INSURANCE	\$ 7,919.00	\$ 0.00	\$ 0.00	\$ 8,578.00	\$ 659.00	108.32	
5410	EQUIPMENT RENTAL	\$ 2,500.00	\$ 0.00	\$ 0.00	\$ 1,002.07	\$ 1,497.93	40.08	
5420	RENTAL/LEASE OF BUILDINGS	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00	
5540	TRAVEL CONVENTION & EDUCATION	\$ 9,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 9,500.00	0.00	
6003	AGRICULTURAL SUPPLIES	\$ 9,500.00	\$ 0.00	\$ 0.00	\$ 504.87	\$ 8,995.13	5.31	
6005	LAUNDRY, HOUSEKEEPING, & JANITOR	\$ 18,000.00	\$ 6,542.67	\$ 655.59	\$ 7,596.35	\$ 3,860.98	78.55	
6007	REPAIR AND MAINTENANCE SUPPLIES	\$ 67,225.00	\$ 4,433.55	\$ 3,396.96	\$ 19,951.45	\$ 42,840.00	36.27	
6008	VEHICLE AND EQUIP FUEL	\$ 11,000.00	\$ 0.00	\$ 426.00	\$ 3,042.61	\$ 7,957.39	27.66	
6009	VEHICLE AND EQUIPMENT SUPPLIES	\$ 5,000.00	\$ 0.00	\$ 137.16	\$ 1,200.82	\$ 3,799.18	24.02	
6014	OTHER OPERATING SUPPLIES	\$ 2,500.00	\$ 0.00	\$ 98.38	\$ 287.18	\$ 2,212.82	11.49	
8201	MACHINERY & EQUIPMENT	\$ 2,500.00	\$ 6,342.50	\$ 0.00	\$ 1,275.65	\$ 5,118.15	304.73	
8202	FURNITURE & FIXTURES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 106.00	\$ 106.00	100.00	
43200	GENERAL PROPERTY MAINTENANCE	\$ 823,909.00	\$ 203,656.97	\$ 57,485.53	\$ 357,006.26	\$ 263,245.77	68.05	
5610	FUNC 51100 LOCAL HEALTH DEPARTMENT CIVIC CONTRIBUTIONS	\$ 199,000.00	\$ 0.00	\$ 0.00	\$ 99,500.00	\$ 99,500.00	50.00	
5699	FUNC 51200 OUR HEALTH CIVIC CONTRIBUTIONS	\$ 6,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 6,500.00	0.00	
	FUNC 52500 NORTHWESTERN COMMUNITY SERVICES							

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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	JANUARY	Expenditures Year-to-Date	Available Balance	Percent Used
5620	CIVIC CONTRIBUTIONS	\$ 82,000.00	\$ 0.00	\$ 20,500.00	\$ 61,500.00	\$ 20,500.00	75.00	
5699	FUNC 52800 CONCERN HOTLINE CIVIC CONTRIBUTIONS	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 1,000.00	\$ 0.00	100.00	
5699	FUNC 52900 NW WORKS CIVIC CONTRIBUTIONS	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 1,000.00	\$ 0.00	100.00	
5699	FUNC 53230 SHENANDOAH AREA AGENCY ON AGING CIVIC CONTRIBUTIONS	\$ 35,000.00	\$ 0.00	\$ 0.00	\$ 17,500.00	\$ 17,500.00	50.00	
5699	FUNC 53240 VIRGINIA REGIONAL TRANSIT CIVIC CONTRIBUTIONS	\$ 17,639.00	\$ 0.00	\$ 0.00	\$ 4,409.75	\$ 13,229.25	25.00	
5699	FUNC 53500 THE LAUREL CENTER (SHELTER FOR ABUSED WOMEN) CIVIC CONTRIBUTIONS	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 2,000.00	\$ 0.00	100.00	
5699	FUNC 53600 ACCESS INDEPENDENCE CIVIC CONTRIBUTIONS	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00	
5699	FUNC 69100 LORD FAIRFAX COMMUNITY COLLEGE CIVIC CONTRIBUTIONS	\$ 15,043.00	\$ 0.00	\$ 3,760.75	\$ 11,282.25	\$ 3,760.75	75.00	
1100	FUNC 71100 PARKS ADMINISTRATION SALARIES - REGULAR	\$ 217,049.00	\$ 90,437.08	\$ 18,087.41	\$ 126,611.87	\$ 0.05	100.00	
1300	SALARIES - PART TIME	\$ 13,356.00	\$ 0.00	\$ 405.00	\$ 10,450.94	\$ 2,905.06	78.25	
2100	FICA BENEFITS	\$ 17,626.00	\$ 6,702.19	\$ 1,371.42	\$ 10,180.70	\$ 743.11	95.78	
2210	VRSR BENEFITS	\$ 29,953.00	\$ 12,480.34	\$ 2,496.06	\$ 17,472.42	\$ 0.24	100.00	
2300	HEALTH INSURANCE BENEFITS	\$ 20,332.00	\$ 10,589.25	\$ 2,117.85	\$ 14,824.95	\$ 5,082.20	125.00	
2400	LIFE INSURANCE	\$ 2,214.00	\$ 252.95	\$ 50.64	\$ 354.48	\$ 1,606.57	27.44	
2700	WORKERS COMPENSATION INSURANCE	\$ 4,617.00	\$ 0.00	\$ 0.00	\$ 4,616.45	\$ 0.55	99.99	
3320	MAINTENANCE SERVICE CONTRACT	\$ 4,616.00	\$ 1,362.12	\$ 141.19	\$ 1,344.88	\$ 1,909.00	58.64	
3500	PRINTING AND BINDING	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00	
3600	ADVERTISING	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00	
5210	POSTAL SERVICES	\$ 6,250.00	\$ 1,389.19	\$ 0.00	\$ 2,936.17	\$ 1,924.64	69.21	
5230	TELECOMMUNICATIONS	\$ 3,961.00	\$ 0.00	\$ 110.74	\$ 742.23	\$ 3,218.77	18.74	
5400	LEASES AND RENTALS	\$ 530.00	\$ 0.00	\$ 0.00	\$ 482.34	\$ 47.66	91.01	
5510	TRAVEL MILEAGE	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00	
5540	TRAVEL CONVENTION & EDUCATION	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 789.19	\$ 1,210.81	39.46	
5800	MISCELLANEOUS CHARGES	\$ 0.00	\$ 0.00	\$ 13.62	\$ 27.24	\$ 27.24	100.00	
5810	DUES & MEMBERSHIPS	\$ 1,775.00	\$ 0.00	\$ 107.30	\$ 699.30	\$ 1,075.70	39.40	
6001	OFFICE SUPPLIES	\$ 2,500.00	\$ 0.00	\$ 162.00	\$ 1,005.56	\$ 1,494.44	40.22	
6003	AGRICULTURAL SUPPLIES	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 39.37	\$ 960.63	3.94	
6008	VEHICLE AND EQUIP FUEL	\$ 2,000.00	\$ 0.00	\$ 53.07	\$ 634.10	\$ 1,365.90	31.70	
6011	UNIFORM AND WEARING APPAREL	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 148.90	\$ 851.10	14.89	
6014	OTHER OPERATING SUPPLIES	\$ 1,650.00	\$ 0.00	\$ 0.00	\$ 433.06	\$ 1,216.94	26.25	
71100	PARKS ADMINISTRATION	\$ 334,529.00	\$ 123,213.12	\$ 25,116.30	\$ 193,794.15	\$ 17,521.73	94.76	
1100	FUNC 71310 CLARKE COUNTY RECREATION CENTER SALARIES - REGULAR	\$ 40,383.00	\$ 16,826.25	\$ 3,365.25	\$ 23,556.75	\$ 0.00	100.00	
1300	SALARIES - PART TIME	\$ 25,809.00	\$ 0.00	\$ 2,263.51	\$ 12,571.57	\$ 13,237.43	48.71	
2100	FICA BENEFITS	\$ 5,064.00	\$ 1,273.84	\$ 427.94	\$ 2,745.08	\$ 1,045.08	79.36	
2210	VRSR BENEFITS	\$ 5,573.00	\$ 2,322.05	\$ 464.40	\$ 3,250.80	\$ 0.15	100.00	
2300	HEALTH INSURANCE BENEFITS	\$ 5,083.00	\$ 2,117.85	\$ 423.57	\$ 2,964.99	\$ 0.16	100.00	
2400	LIFE INSURANCE	\$ 412.00	\$ 47.13	\$ 9.42	\$ 65.94	\$ 298.93	27.44	
2700	WORKERS COMPENSATION INSURANCE	\$ 1,151.00	\$ 0.00	\$ 0.00	\$ 1,151.08	\$ 0.08	100.01	
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	

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5830	REFUNDS	\$ 400.00	\$ 0.00	\$ 94.00	\$ 94.00	\$ 94.00	\$ 306.00	23.50
6001	OFFICE SUPPLIES	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00
6002	FOOD SUPPLIES & FOOD SERVICE SUP	\$ 1,820.00	\$ 0.00	\$ 86.53	\$ 86.53	\$ 332.53	\$ 1,487.47	18.27
6013	EDUCATIONAL AND RECREATIONAL SUP	\$ 2,500.00	\$ 0.00	\$ 42.32	\$ 42.32	\$ 934.52	\$ 1,565.48	37.38
6014	OTHER OPERATING SUPPLIES	\$ 2,970.00	\$ 0.00	\$ 211.66	\$ 211.66	\$ 1,143.57	\$ 1,826.43	38.50
6015	MERCHANDISE FOR RESALE	\$ 9,000.00	\$ 0.00	\$ 245.56	\$ 245.56	\$ 2,014.89	\$ 6,985.11	22.39
8202	FURNITURE & FIXTURES	\$ 745.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 645.00	\$ 100.00	86.58
71310	CLARKE COUNTY RECREATION CENTER	\$ 101,710.00	\$ 22,587.12	\$ 7,634.16	\$ 7,634.16	\$ 51,470.72	\$ 27,652.16	72.81
	FUNC 71320 SWIMMING POOL							
1300	SALARIES - PART TIME	\$ 60,252.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 44,746.48	\$ 15,505.52	74.27
2100	FICA BENEFITS	\$ 4,609.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,423.06	\$ 1,185.94	74.27
2700	WORKERS COMPENSATION INSURANCE	\$ 1,208.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,207.43	\$ 0.57	99.95
3100	PROFESSIONAL SERVICES	\$ 2,900.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 345.00	\$ 2,555.00	11.90
5810	DUES & MEMBERSHIPS	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,050.00	\$ 950.00	52.50
5830	REFUNDS	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 101.00	\$ 399.00	20.20
6001	OFFICE SUPPLIES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 12.58	\$ 12.58	100.00
6011	UNIFORM AND WEARING APPAREL	\$ 1,143.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 36.00	\$ 1,107.00	3.15
6013	EDUCATIONAL AND RECREATIONAL SUP	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 312.75	\$ 687.25	31.27
6014	OTHER OPERATING SUPPLIES	\$ 1,700.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 770.97	\$ 929.03	45.35
6015	MERCHANDISE FOR RESALE	\$ 2,400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,271.00	\$ 1,129.00	52.96
6026	POOL CHEMICALS	\$ 8,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,144.12	\$ 5,855.88	26.80
71320	SWIMMING POOL	\$ 85,712.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 55,420.39	\$ 30,291.61	64.66
	FUNC 71330 CONCESSION STAND							
1300	SALARIES/WAGES - PART TIME	\$ 4,400.00	\$ 0.00	\$ 137.75	\$ 137.75	\$ 3,077.14	\$ 1,322.86	69.94
2100	FICA	\$ 337.00	\$ 0.00	\$ 10.54	\$ 10.54	\$ 235.40	\$ 101.60	69.85
6015	MERCHANDISE FOR RESALE	\$ 15,440.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 5,617.92	\$ 9,822.08	36.39
71330	CONCESSION STAND	\$ 20,177.00	\$ 0.00	\$ 148.29	\$ 148.29	\$ 8,930.46	\$ 11,246.54	44.26
	FUNC 71350 PROGRAMS							
1100	SALARIES/WAGES - REGULAR	\$ 31,642.00	\$ 13,183.75	\$ 2,636.75	\$ 2,636.75	\$ 18,457.25	\$ 1.00	100.00
1300	SALARIES - PART TIME	\$ 94,500.00	\$ 0.00	\$ 3,872.81	\$ 3,872.81	\$ 51,811.83	\$ 42,688.17	54.83
2100	FICA BENEFITS	\$ 9,650.00	\$ 1,009.10	\$ 498.09	\$ 498.09	\$ 5,376.16	\$ 3,264.74	66.17
2210	VRS	\$ 4,366.00	\$ 1,819.37	\$ 363.87	\$ 363.87	\$ 2,547.09	\$ 0.46	100.01
2400	LIFE INSURANCE	\$ 323.00	\$ 36.93	\$ 7.38	\$ 7.38	\$ 51.66	\$ 234.41	27.43
2700	WORKERS COMPENSATION BENEFITS	\$ 2,703.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,702.55	\$ 0.45	99.98
3100	PROFESSIONAL SERVICES	\$ 40,000.00	\$ 53,413.20	\$ 1,800.00	\$ 1,800.00	\$ 18,913.10	\$ 32,326.30	180.82
3500	PRINTING AND BINDING	\$ 9,000.00	\$ 1.00	\$ 1,730.00	\$ 1,730.00	\$ 3,460.00	\$ 5,539.00	38.46
3600	ADVERTISING	\$ 1,700.00	\$ 0.00	\$ 225.00	\$ 225.00	\$ 401.80	\$ 1,298.20	23.64
5210	POSTAL SERVICES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 24.01	\$ 75.99	24.01
5400	LEASES AND RENTALS	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 324.00	\$ 1,176.00	21.60
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	\$ 0.00	\$ 0.00	\$ 812.00	\$ 14,188.00	5.41
5810	DUES & MEMBERSHIPS	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
5830	REFUNDS	\$ 7,300.00	\$ 0.00	\$ 592.20	\$ 592.20	\$ 3,324.20	\$ 3,975.80	45.54
6001	OFFICE SUPPLIES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 52.97	\$ 47.03	52.97
6002	FOOD SUPPLIES & FOOD SERVICE SUP	\$ 6,500.00	\$ 0.00	\$ 558.06	\$ 558.06	\$ 3,944.02	\$ 2,555.98	60.68
6011	UNIFORM AND WEARING APPAREL	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 532.20	\$ 2,467.80	17.74
6013	EDUCATIONAL AND RECREATIONAL SUP	\$ 6,000.00	\$ 0.00	\$ 47.48	\$ 47.48	\$ 2,866.43	\$ 3,133.57	47.77
6014	OTHER OPERATING SUPPLIES	\$ 5,000.00	\$ 0.00	\$ 16.15	\$ 16.15	\$ 317.77	\$ 4,682.23	6.36
6015	MERCHANDISE FOR RESALE	\$ 6,000.00	\$ 4,381.00	\$ 0.00	\$ 0.00	\$ 883.97	\$ 735.03	87.75
8202	FURNITURE & FIXTURES	\$ 450.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 656.76	\$ 206.76	145.95
71350	PROGRAMS	\$ 245,834.00	\$ 73,844.35	\$ 12,347.79	\$ 12,347.79	\$ 117,459.77	\$ 54,529.88	77.82



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5699	FUNC 72600 VIRGINIA COMMISSION FOR THE ARTS CIVIC CONTRIBUTIONS	\$ 10,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 10,000.00	\$ 0.00	100.00
5699	FUNC 73200 REGIONAL LIBRARY CIVIC CONTRIBUTIONS	\$ 182,119.00	\$ 0.00	\$ 45,529.75	\$ 45,529.75	\$ 136,589.25	\$ 45,529.75	75.00
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FUNC 81110 PLANNING ADMINISTRATION								
1100	SALARIES - REGULAR	\$ 270,162.00	\$ 112,567.08	\$ 22,513.43	\$ 22,513.43	\$ 157,594.01	\$ 0.91	100.00
1300	SALARIES - PART TIME	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00
2100	FICA BENEFITS	\$ 20,744.00	\$ 8,576.76	\$ 1,715.36	\$ 1,715.36	\$ 12,004.94	\$ 162.30	99.22
2210	VSRS BENEFITS	\$ 37,282.00	\$ 15,534.20	\$ 3,106.86	\$ 3,106.86	\$ 21,748.02	\$ 0.22	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 22,875.00	\$ 9,530.29	\$ 1,906.07	\$ 1,906.07	\$ 13,342.49	\$ 2.22	99.99
2400	LIFE INSURANCE	\$ 2,756.00	\$ 315.17	\$ 63.04	\$ 63.04	\$ 441.28	\$ 1,999.55	27.45
2700	WORKERS COMPENSATION INSURANCE	\$ 3,634.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,634.28	\$ 0.28	100.01
3100	PROFESSIONAL SERVICES	\$ 40,000.00	\$ 0.00	\$ 316.00	\$ 316.00	\$ 5,054.59	\$ 34,945.41	12.64
3140	ENGINEERING REVIEW EXPENDITURES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 670.74	\$ 670.74	100.00
3320	MAINTENANCE SERVICE CONTRACT	\$ 700.00	\$ 604.50	\$ 0.00	\$ 0.00	\$ 423.25	\$ 327.75	146.82
3500	PRINTING AND BINDING	\$ 3,000.00	\$ 0.00	\$ 181.00	\$ 181.00	\$ 239.35	\$ 2,760.65	7.98
3600	ADVERTISING	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,705.15	\$ 705.15	135.26
5210	POSTAL SERVICES	\$ 1,500.00	\$ 0.00	\$ 11.73	\$ 11.73	\$ 388.05	\$ 1,111.95	25.87
5230	TELECOMMUNICATIONS	\$ 600.00	\$ 0.00	\$ 11.35	\$ 11.35	\$ 140.40	\$ 459.60	23.40
5510	TRAVEL MILEAGE	\$ 2,000.00	\$ 0.00	\$ 121.24	\$ 121.24	\$ 856.24	\$ 1,143.76	42.81
5540	TRAVEL CONVENTION & EDUCATION	\$ 1,500.00	\$ 0.00	\$ 635.00	\$ 635.00	\$ 686.00	\$ 814.00	45.73
5810	DUES & MEMBERSHIPS	\$ 500.00	\$ 0.00	\$ 25.00	\$ 25.00	\$ 25.00	\$ 475.00	5.00
6001	OFFICE SUPPLIES	\$ 3,500.00	\$ 0.00	\$ 299.13	\$ 299.13	\$ 838.40	\$ 2,661.60	23.95
6012	BOOKS AND SUBSCRIPTIONS	\$ 2,000.00	\$ 0.00	\$ 30.00	\$ 30.00	\$ 294.00	\$ 1,706.00	14.70
-----								
81110	PLANNING ADMINISTRATION	\$ 415,753.00	\$ 147,128.00	\$ 30,935.21	\$ 30,935.21	\$ 221,086.19	\$ 47,538.81	88.57
-----								
5699	FUNC 81300 HELP WITH HOUSING CIVIC CONTRIBUTIONS	\$ 7,200.00	\$ 0.00	\$ 1,800.00	\$ 1,800.00	\$ 5,400.00	\$ 1,800.00	75.00
-----								
FUNC 81400 BOARD OF ZONING APPEALS								
1300	SALARIES - PART TIME	\$ 250.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 250.00	0.00
2100	FICA	\$ 20.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 20.00	0.00
3100	PROFESSIONAL SERVICES	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,154.00	\$ 154.00	107.70
3160	BOARD SERVICES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 275.00	\$ 225.00	55.00
3600	ADVERTISING	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 884.00	\$ 384.00	176.80
5210	POSTAL SERVICES	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 18.80	\$ 181.20	9.40
5810	DUES & MEMBERSHIPS	\$ 150.00	\$ 0.00	\$ 112.50	\$ 112.50	\$ 112.50	\$ 37.50	75.00
-----								
81400	BOARD OF ZONING APPEALS	\$ 3,620.00	\$ 0.00	\$ 112.50	\$ 112.50	\$ 3,444.30	\$ 175.70	95.15
-----								
FUNC 81510 OFFICE OF ECONOMIC DEVELOPMENT								
1100	SALARIES AND WAGES - REGULAR	\$ 30,944.00	\$ 12,893.01	\$ 2,578.57	\$ 2,578.57	\$ 18,049.99	\$ 1.00	100.00
2100	FICA	\$ 2,367.00	\$ 988.52	\$ 197.69	\$ 197.69	\$ 1,383.83	\$ 5.35	100.23
2210	VSRS	\$ 4,270.00	\$ 1,779.25	\$ 355.84	\$ 355.84	\$ 2,490.88	\$ 0.13	100.00
2300	HOSPITAL/MEDICAL PLANS	\$ 2,542.00	\$ 1,058.95	\$ 211.78	\$ 211.78	\$ 1,482.46	\$ 0.59	99.98
2400	LIFE INSURANCE	\$ 316.00	\$ 36.10	\$ 7.22	\$ 7.22	\$ 50.54	\$ 229.36	27.42
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	\$ 20.00	\$ 80.00	20.00
5230	TELECOMMUNICATIONS	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 35.00	\$ 35.00	100.00
5810	DUES & MEMBERSHIPS	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00
6001	OFFICE SUPPLIES	\$ 400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	0.00
-----								
81510	OFFICE OF ECONOMIC DEVELOPMENT	\$ 41,439.00	\$ 16,755.83	\$ 3,351.10	\$ 3,351.10	\$ 23,512.70	\$ 1,170.47	97.18
-----								
FUNC 81520 BERRYVILLE DEVELOPMENT AUTHORITY								

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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	JANUARY	Expenditures Year-to-Date	Available Balance	Percent Used
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	\$ 75.00	\$ 925.00	7.50
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	\$ 75.00	\$ 11,725.00	0.64
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	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	\$ 1,300.00	13.33
2100	FICA	\$ 115.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 15.31	\$ 99.69	13.31
2700	Worker's Compensation	\$ 2.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1.60	\$ 0.40	80.00
3100	PROFESSIONAL SERVICES	\$ 10,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 5,101.75	\$ 4,898.25	51.02
3160	BOARD SERVICES	\$ 13,000.00	\$ 0.00	\$ 750.00	\$ 750.00	\$ 4,600.00	\$ 8,400.00	35.38
3600	ADVERTISING	\$ 2,000.00	\$ 0.00	\$ 575.10	\$ 575.10	\$ 1,401.90	\$ 598.10	70.09
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	\$ 0.00	\$ 500.00	0.00
5810	DUES & MEMBERSHIPS	\$ 250.00	\$ 0.00	\$ 225.00	\$ 225.00	\$ 225.00	\$ 25.00	90.00
6001	OFFICE SUPPLIES	\$ 3,538.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,538.00	0.00
81600	PLANNING COMMISSION	\$ 31,005.00	\$ 0.00	\$ 1,550.10	\$ 1,550.10	\$ 11,545.56	\$ 19,459.44	37.24
FUNC 81700 BOARD OF SEPTIC APPEALS								
1300	SALARIES AND WAGES - PART TIME	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
2100	FICA	\$ 39.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 39.00	0.00
3100	PROFESSIONAL SERVICES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
3160	BOARD SERVICES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
3600	ADVERTISING	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00
5210	POSTAL SERVICES	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.88	\$ 199.12	0.44
81700	BOARD OF SEPTIC APPEALS	\$ 2,739.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.88	\$ 2,738.12	0.03
FUNC 81800 HISTORIC PRESERVATION COMMISSION								
3100	PROFESSIONAL SERVICES	\$ 5,500.00	\$ 0.00	\$ 742.50	\$ 742.50	\$ 8,470.00	\$ 2,970.00	154.00
3160	BOARD SERVICES	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 450.00	\$ 550.00	45.00
3600	ADVERTISING	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 266.75	\$ 166.75	266.75
5210	POSTAL SERVICES	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 30.20	\$ 169.80	15.10
5540	TRAVEL CONVENTION & EDUCATION	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 739.80	\$ 239.80	147.96
5810	DUES & MEMBERSHIPS	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00
6001	OFFICE SUPPLIES	\$ 0.00	\$ 0.00	\$ 310.00	\$ 310.00	\$ 310.00	\$ 310.00	100.00
81800	HISTORIC PRESERVATION COMMISSION	\$ 7,500.00	\$ 0.00	\$ 1,052.50	\$ 1,052.50	\$ 10,266.75	\$ 2,766.75	136.89
FUNC 81910 NORTHERN SHENANDOAH VALLEY REGIONAL COMM								
5699	CIVIC CONTRIBUTIONS	\$ 10,692.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 10,934.92	\$ 242.92	102.27
FUNC 81920 REGIONAL AIRPORT AUTHORITY								
5699	CIVIC CONTRIBUTIONS	\$ 5,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,500.00	\$ 2,500.00	50.00
FUNC 82200 FRIENDS OF THE SHENANDOAH								
5699	CIVIC CONTRIBUTIONS	\$ 4,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 4,000.00	\$ 0.00	100.00
FUNC 82400 LORD FAIRFAX SOIL AND WATER CONSERV								

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5699	CIVIC CONTRIBUTIONS	\$ 9,500.00	\$ 0.00	\$ 0.00		\$ 9,500.00	\$ 0.00	100.00
	FUNC 82600 BIO-SOLIDS APPLICATION							
1300	PART-TIME SALARIES	\$ 12,229.00	\$ 0.00	\$ 1,491.50		\$ 11,362.00	\$ 867.00	92.91
2100	FICA	\$ 935.00	\$ 0.00	\$ 114.10		\$ 869.20	\$ 65.80	92.96
2700	WORKERS COMPENSATION INSURANCE	\$ 172.00	\$ 0.00	\$ 0.00		\$ 166.60	\$ 5.40	96.86
5230	TELECOMMUNICATIONS	\$ 0.00	\$ 0.00	\$ 34.75		\$ 228.54	\$ 228.54	100.00
5510	TRAVEL MILEAGE	\$ 2,705.00	\$ 0.00	\$ 184.63		\$ 2,060.13	\$ 644.87	76.16
82600	BIO-SOLIDS APPLICATION	\$ 16,041.00	\$ 0.00	\$ 1,824.98		\$ 14,686.47	\$ 1,354.53	91.56
	FUNC 83100 COOPERATIVE EXTENSION							
1100	SALARIES - REGULAR	\$ 16,399.00	\$ 6,832.36	\$ 1,366.52		\$ 9,565.64	\$ 1.00	99.99
2100	FICA BENEFITS	\$ 1,254.00	\$ 517.52	\$ 103.51		\$ 724.57	\$ 11.91	99.05
2210	VRSR BENEFITS	\$ 2,263.00	\$ 942.87	\$ 188.58		\$ 1,320.06	\$ 0.07	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 2,542.00	\$ 1,058.89	\$ 211.79		\$ 1,482.53	\$ 0.58	99.98
2400	LIFE INSURANCE	\$ 167.00	\$ 19.11	\$ 3.83		\$ 26.81	\$ 121.08	27.50
2700	WORKERS COMPENSATION INSURANCE	\$ 40.00	\$ 0.00	\$ 0.00		\$ 35.05	\$ 4.95	87.62
3320	MAINTENANCE SERVICE CONTRACTS	\$ 1,000.00	\$ 198.40	\$ 0.00		\$ 153.91	\$ 647.69	35.23
3841	VPI EXTENSION AGENT	\$ 21,835.00	\$ 0.00	\$ 4,107.61		\$ 4,107.61	\$ 17,727.39	18.81
5230	TELECOMMUNICATIONS	\$ 500.00	\$ 0.00	\$ 29.09		\$ 209.90	\$ 290.10	41.98
6014	OTHER OPERATING SUPPLIES	\$ 3,180.00	\$ 0.00	\$ 0.00		\$ 1,170.32	\$ 2,009.68	36.80
83100	COOPERATIVE EXTENSION	\$ 49,180.00	\$ 9,569.15	\$ 6,010.93		\$ 18,796.40	\$ 20,814.45	57.68
	FUNC 83400 4-H CENTER							
5699	CIVIC CONTRIBUTIONS	\$ 3,000.00	\$ 0.00	\$ 0.00		\$ 3,000.00	\$ 0.00	100.00
	FUNC 91600 CONTINGENCIES							
1000	PERSONNEL	\$ 20,000.00	\$ 0.00	\$ 0.00		\$ 0.00	\$ 20,000.00	0.00
3140	ENGINEERING & ARCHITECTURAL	\$ 20,000.00	\$ 0.00	\$ 0.00		\$ 0.00	\$ 20,000.00	0.00
3150	LEGAL	\$ 25,000.00	\$ 0.00	\$ 0.00		\$ 0.00	\$ 25,000.00	0.00
8000	MINOR CAPITAL	\$ 12,810.00	\$ 0.00	\$ 0.00		\$ 0.00	\$ 12,810.00	0.00
91600	CONTINGENCIES	\$ 77,810.00	\$ 0.00	\$ 0.00		\$ 0.00	\$ 77,810.00	0.00
	FUNC 92900 REVENUE REFUNDS - OTHER MISCELLANEOUS							
5830	REFUNDS	\$ 0.00	\$ 0.00	\$ 0.00		\$ 3,500.00	\$ 3,500.00	100.00
000	NON-CATEGORICAL	\$ 8,040,935.00	\$ 2,006,545.95	\$ 696,565.54		\$ 4,387,461.53	\$ 1,646,927.52	79.52
	PJT 111 E911							
	FUNC 35610							
5230	TELECOMMUNICATIONS	\$ 29,507.00	\$ 0.00	\$ 0.00		\$ 0.00	\$ 29,507.00	0.00
6032	TRAINING MATERIALS	\$ 9,695.00	\$ 0.00	\$ 0.00		\$ 0.00	\$ 9,695.00	0.00
35610		\$ 39,202.00	\$ 0.00	\$ 0.00		\$ 0.00	\$ 39,202.00	0.00
111	E911	\$ 39,202.00	\$ 0.00	\$ 0.00		\$ 0.00	\$ 39,202.00	0.00
	PJT 126 V-STOP GRANT							
	FUNC 22100 COMMONWEALTH'S ATTORNEY							
1100	SALARIES/WAGES - REGULAR	\$ 19,980.00	\$ 8,325.09	\$ 1,665.04		\$ 11,655.10	\$ 0.19	100.00
1300	SALARIES/WAGES - PART TIME	\$ 4,799.00	\$ 1,999.66	\$ 399.92		\$ 2,799.44	\$ 0.10	100.00
2100	FICA	\$ 1,800.00	\$ 788.93	\$ 157.76		\$ 1,070.07	\$ 59.00	103.28
2300	HEALTH INSURANCE	\$ 0.00	\$ 58.27	\$ 0.00		\$ 0.01	\$ 58.26	100.00
5540	TRAVEL - CONVENTION & EDUCATION	\$ 2,115.00	\$ 0.00	\$ 0.00		\$ 0.00	\$ 2,115.00	0.00

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6001	OFFICE SUPPLIES	\$ 1,726.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,726.00	0.00
22100	COMMONWEALTH'S ATTORNEY	\$ 30,420.00	\$ 11,055.41	\$ 2,222.72	\$ 2,222.72	\$ 15,524.62	\$ 3,839.97	87.38
126	V-STOP GRANT	\$ 30,420.00	\$ 11,055.41	\$ 2,222.72	\$ 2,222.72	\$ 15,524.62	\$ 3,839.97	87.38
PJT 127 FEDERAL GANG TASK FORCE GRANT								
FUNC 31200 SHERIFF								
1100	SALARIES/WAGES - REGULAR	\$ 44,928.00	\$ 18,259.56	\$ 3,651.92	\$ 3,651.92	\$ 25,563.44	\$ 1,105.00	97.54
1300	SALARIES/WAGES - OVERTIME	\$ 1,968.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,277.37	\$ 690.63	64.91
2100	FICA	\$ 3,587.00	\$ 1,180.97	\$ 236.19	\$ 236.19	\$ 1,751.04	\$ 654.99	81.74
2210	VSRS	\$ 6,200.00	\$ 2,519.85	\$ 503.96	\$ 503.96	\$ 3,527.72	\$ 152.43	97.54
2300	HOSPITAL/MEDICAL PLANS	\$ 6,857.00	\$ 3,373.85	\$ 674.77	\$ 674.77	\$ 4,723.39	\$ 1,240.24	118.09
2400	LIFE INSURANCE	\$ 458.00	\$ 51.10	\$ 10.23	\$ 10.23	\$ 71.61	\$ 335.29	26.79
2700	WORKER'S COMPENSATION	\$ 555.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 554.15	\$ 0.85	99.85
31200	SHERIFF	\$ 64,553.00	\$ 25,385.33	\$ 5,077.07	\$ 5,077.07	\$ 37,468.72	\$ 1,698.95	97.37
127	FEDERAL GANG TASK FORCE GRANT	\$ 64,553.00	\$ 25,385.33	\$ 5,077.07	\$ 5,077.07	\$ 37,468.72	\$ 1,698.95	97.37
PJT 401 DMV CPSF/ CIOT GRANT								
FUNC 31200 SHERIFF								
1200	OVERTIME	\$ 2,115.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,115.00	0.00
2100	FICA	\$ 162.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 162.00	0.00
31200	SHERIFF	\$ 2,277.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,277.00	0.00
401	DMV CPSF/ CIOT GRANT	\$ 2,277.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,277.00	0.00
PJT 402 DMV 402 GRANT								
FUNC 31200 SHERIFF								
1300	SALARIES/WAGES - PART TIME	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,733.22	\$ 733.22	136.66
2100	FICA	\$ 153.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 209.09	\$ 56.09	136.66
6010	POLICE SUPPLIES	\$ 12,847.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,929.00	\$ 9,918.00	22.80
31200	SHERIFF	\$ 15,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 5,871.31	\$ 9,128.69	39.14
402	DMV 402 GRANT	\$ 15,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 5,871.31	\$ 9,128.69	39.14
PJT 605 DOJ LOCAL LAW ENFORCEMENT BLOCK GRANT (LLEBG)								
FUNC 31200 SHERIFF								
1100	SALARIES/WAGES - REGULAR	\$ 3,822.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,942.55	\$ 879.45	76.99
1300	SALARIES/WAGES - PART TIME	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 160.55	\$ 160.55	100.00
2100	FICA	\$ 293.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 212.82	\$ 80.18	72.63
31200	SHERIFF	\$ 4,115.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,994.82	\$ 1,120.18	72.78
605	DOJ LOCAL LAW ENFORCEMENT BLOCK	\$ 4,115.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,994.82	\$ 1,120.18	72.78
PJT 810 ARRA BYRNE JUSTICE ASSISTANCE GRANT								
FUNC 31200 SHERIFF								
1100	SALARIES/WAGES - REGULAR	\$ 23,338.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 23,338.00	0.00
1300	SALARIES/WAGES - PART TIME	\$ 0.00	\$ 0.00	\$ 132.00	\$ 132.00	\$ 10,362.00	\$ 10,362.00	100.00
2100	FICA	\$ 0.00	\$ 0.00	\$ 10.09	\$ 10.09	\$ 792.67	\$ 792.67	100.00

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31200	SHERIFF	\$ 23,338.00	\$ 0.00	\$ 142.09	\$ 11,154.67	\$ 12,183.33	47.80
810	ARRA BYRNE JUSTICE ASSISTANCE GR	\$ 23,338.00	\$ 0.00	\$ 142.09	\$ 11,154.67	\$ 12,183.33	47.80
100	GENERAL FUND	\$ 8,219,840.00	\$ 2,042,986.69	\$ 704,007.42	\$ 4,460,475.67	\$ 1,716,377.64	79.12

MEMORANDUM

TO: Board of Supervisors Finance Committee  
CC: David Ash, County Administrator  
FR: Thomas Judge, Director of Joint Administrative Services  
DT: February 7, 2011  
RE: *February Finance Committee Report*

1. **Supplemental Appropriations.** The following supplemental appropriation is proposed:

*“Be it resolved that Victim Witness FY 12 budgeted expenditure be increased \$6,253, and the same appropriated, and be it further resolved that revenue of \$7,301 be recognized.”*

2. **FY 12 Budget Discussion (as needed).**
3. **Acceptance of January Bills and Claims.** The meeting is early this month, so this report will be made available at the meeting.
4. **Standing Reports.** The following are included: Reconciliation of Appropriations. General Fund Balance. General Fund Expenditure Summary (to be available at the meeting).

Clarke Co. Reconciliation of Appropriations Year Ending June 30, 2011													03-Feb-11
Date	Total	General Fund	Soc Svcs Fund	CSA Fund	Sch Oper Fund	Cafeteria Fund	GG Cap Fund	School Cap Fund	GG Debt Fund	School Debt Fund	Joint Fund	Conservation Esasments	Unemploy. Fund
05/03/10 Appropriations Resolution: Total	36,430,821	8,153,177	1,397,588	1,100,583	18,931,781	759,952	390,491	690,400	364,701	3,636,438	510,810	480,000	15,000
Adjustments:													
07/20/10 High School Debt Service		1,835											
07/20/10 Cooperative Extension													
07/20/10 Emergency Operations Center		6,000					40,150						
07/20/10 Arts Grant		55,290											
09/21/10 Regional Jail		2,118											
11/18/10 NSV Water Study													
11/18/10 Swim Blocks													
12/21/10 Sheriff's Vehicle		3,538											
12/21/10 Septage Tracking Software													
01/18/11 School Carryover								151,447					
01/18/11 Double Tollgate Study		6,253											
02/15/11 Victim Witness Grant													
Revised Appropriation	36,834,499	8,228,211	1,397,588	1,100,583	18,931,781	759,952	480,835	841,847	364,701	3,723,191	510,810	480,000	15,000
Change to Appropriation	403,578	75,034	0	0	0	0	90,344	151,447	0	86,753	0	0	0
Original Revenue Estimate	14,257,287	2,419,087	989,200	453,345	8,943,033	759,952	0	154,000		216,070	0	320,000	0
Adjustments:													
07/20/10 High School Debt Service		3,000					40,150						
07/20/10 Emergency Operations Center													
07/20/10 Arts Grant													
11/18/10 Swim Blocks													
12/21/10 Sheriff's Vehicle													
01/18/11 Double Tollgate Study													
02/15/11 Victim Witness Grant		7,476											
Revised Revenue Estimate	14,444,860	2,429,563	989,200	453,945	8,943,033	759,952	90,344	154,000	0	304,823	0	320,000	0
Change to Revenue Estimate	187,573	10,476	0	0	0	0	90,344	0	0	86,753	0	0	0
Original Local Tax Funding	22,173,634	5,734,090	408,388	646,638	9,986,748	0	390,491	536,400	364,701	3,418,368	510,810	160,000	15,000
Revised Local Tax Funding	22,389,639	5,799,648	408,388	646,638	9,986,748	0	390,491	687,847	364,701	3,418,368	510,810	160,000	15,000
Change to Local Tax Funding	216,005	64,558	0	0	0	0	0	151,447	0	0	0	0	0

Italics = Proposed actions

Title: General Fund Balance  
 Source: Clarke County Joint Administrative Services

02/03/11

	<u>Previous</u>	<u>Current</u>	<u>Notes</u>
<b>General Fund Balance Year End FY 2009</b>	14,001,757	14,001,757	
Expenditure FY 10	(24,433,541)	(24,433,541)	
Revenue FY 10	24,586,665	24,586,665	
<b>General Fund Balance (year end FY 10)</b>	14,154,881	14,154,881	

**Adjustments and Designations**

Designations

Liquidity Designation @ 12% of FY 11 Budgeted Operating Revenue	(\$2,949,252)	(\$2,949,252)	
Stabilization Designation @ 3% of FY 11 Budgeted Operating Revenue	(737,313)	(737,313)	
Continuing Local GF Appropriations for Capital Projects	(4,955,633)	(4,955,633)	
School Capital/Debt	(1,500,000)	(1,500,000)	
Government Construction/Debt	(1,000,000)	(1,000,000)	
Property Acquisition	(265,000)	(265,000)	
Conservation Easements from Government Savings	(153,462)	(153,462)	
Community Facilities	(\$325,000)	(\$325,000)	
Comprehensive Services Act Shortfall	(262,868)	(262,868)	
Senior Center and Park Office	(400,000)	(400,000)	
Parks Master Plan	(100,000)	(100,000)	
School Operating Carryover	(493,718)	(493,718)	School Carryover request 151,447
Government Carryover Requests from Government Savings	(396,462)	(396,462)	Less septage software
Energy Efficiency	(200,000)	(200,000)	
Landfill costs	(50,000)	(50,000)	
FY 11 Original Budget Surplus (Deficit)	354,405	354,405	
<b>TOTAL Designations</b>	<b>(13,434,303)</b>	<b>(13,434,303)</b>	

FY 11 Expenditure Budget Adjustments	(397,325)	(403,578)	
FY 11 Revenue Budget Adjustments	180,097	187,573	

Undesignated Fund Balance Projected June 30

	503,351	504,574	
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TOTAL

	503,351	504,574	
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# Clarke County Board of Supervisors

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## Government Projects Update

# Clarke County Board of Supervisors

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## Discussion May 2011 Board of Supervisors Regular Meeting Date

# Clarke County Board of Supervisors

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## Miscellaneous Items

Board of Supervisors  
Summary of Required Actions Status Report

Meeting/Letter Date	Item	Description	Responsibility	Status	Date Complete	Review Date
1/18/2011	1235	Correct and process approved minutes.	Lora B. Waiburn	Complete	1/18/2011	
1/18/2011	1236	Process Resolution 11-01R.	Lora B. Waiburn	Complete	1/24/2011	
1/18/2011	1237	Process proposed alternative onsite sewage systems regulations letter to Allen Knapp.	Lora B. Waiburn	Complete	1/29/2011	
1/18/2011	1238	Execute Fiscal Agency agreement.	J. Michael Hobert	Complete	1/20/2011	
1/18/2011	1239	Review letter drafted by the Clarke County Farm Bureau and prepared for the Supervisors endorsement of retaining the local Virginia Cooperative Extension office. Provide recommendation at the next Work Session.	David Ash	1/21 added to WS agenda;	1/28/2011	
1/18/2011	1240	Take recommendations presented by Alison Teetor and, with her assistance, develop job descriptions and task lists for building energy managers. Further to work with Maintenance to address implementation of programmable thermostats and other retrofits.	David Ash / Alison Teetor	Moved to Long-term project	1/18/2011	
1/18/2011	1241	Advertise public hearing.	Lora B. Waiburn	Complete	1/21/2011	
1/18/2011	1242	Process appointments.	Lora B. Waiburn	Complete	1/24/2011	
1/18/2011	1243	Add nominations to the sesquicentennial committee to the February Personnel Committee agenda.	David Ash	Complete	1/24/2011	
1/18/2011	1244	Complete mailing of Appointee Information Feedback questionnaire.	Lora B. Waiburn	Complete	1/24/2011	
1/18/2011	1245	Execute and forward 2035 Transportation Plan response to Chris Price NSVRC.	David Ash	Complete	1/20/2011	
1/18/2011	1246	Update database with 2011 Board of Supervisors Committee Appointments.	Lora B. Waiburn	Complete	1/24/2011	
1/18/2011	1247	Review and determine how to best capture summary minutes of the January 10, 2011 Work Session.	David Ash	Transcript of Work Session is included in the Regular Meeting Minutes	1/18/2011	
1/18/2011	1248	Update the affected calendars with the dates approved on the FY12 Budget Calendar.	Susanne Vaughan	Complete	1/19/2011	
1/18/2011	1249	Place review of the Citizen Convenience Center on the February Work Session agenda.	David Ash	Complete	1/24/2011	
1/18/2011	1250	Place May 2011 Board of Supervisors Regular Meeting Date discussion on the February 15, 2011 Regular Meeting agenda.	David Ash	Complete	1/24/2011	
1/18/2011	1251	Process Ordinance for TA-10-13.	Chuck Johnston / Lora B. Waiburn	Complete	1/24/2011	

# Clarke County Board of Supervisors

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## Closed Session *[as necessary]*

# Clarke County Board of Supervisors

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## Board Member Committee Status Reports

# Clarke County Board of Supervisors

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## Citizen Comment Period

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**County Government**

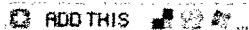
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Treasurer
Sheriff
Court System
Health Department
Social Services
Voter/Election Information
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**Doing Business**

Current Solicitations
Surplus Items
Employment Opportunities
Economic Development
Chamber Of Commerce
Visitors Guide

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Local Weather



**Clarke County Board of Supervisors Public Hearing Notice for Tuesday, February 15, 2011 at 6:30 pm**

The Clarke County Board of Supervisors will hold public hearing on Tuesday, February 15, pm or as soon thereafter as the matter may be heard in the Berryville Clarke County Gover Main Meeting Room, 101 Chalmers Court, 2nd Floor, Berryville, VA, to consider the following

**PH 11-03 TA-10-05** The Clarke County Planning Commission recommends the amendment Zoning Ordinance:

- Section 3-A-1-a, Permitted Uses and Structures in the AOC Zoning District, so as to chang Use "Institutional Uses" to "Community Services" and to show "Churches and other place assembly (with a maximum seating capacity of 300 people)" and "Historic Structure Museum Uses;

- Section 3-A-2-a, Permitted Uses and Structures in the FOC Zoning District, so as to chang Use "Institutional Uses" to "Community Services" and to show "Churches and other place assembly (with a maximum seating capacity of 300 people)" and "Historic Structure Museum Uses;

- Section 3-A-3-a, Permitted Uses and Structures in the Rural Residential Zoning District, so the Special Use "Institutional Uses" to "Community Services" and to show "Churches and o religious assembly (with a maximum seating capacity of 300 people)" and "Historic Structure Special Uses;

- Section 3-A-12-a, Permitted Uses and Structures in the Neighborhood Commercial Zoning to change the Principal Use "Institutional Uses" to "Community Services" and to show "( other places of religious assembly" as a Principal Use;- Section 3-A-13-a, Permitted Uses a in the Highway Commercial Zoning District, so as to change the Principal Use "Instituti "Community Services" and to show "Churches and other places of religious assembly" as a F

- Section 9-B, Definitions, so as to change the term: "Institutional Uses" to "Community ( revise the definition of this use and to establish a definition for the terms: "Churches and o religious assembly", "Museums of Historic Structures", and "Passive Use Public Parks".

David L. Ash - County

*If weather or other conditions make it hazardous for members to attend, then, the matter sha 1:00 pm on the Thursday following the regularly scheduled Tuesday. All hearings previou: shall be conducted at the continued meeting. In the event said day falls upon any lega meeting shall be held on the next following regular business day.*



**BOARD OF SUPERVISORS  
REGULAR MEETING  
ZONING ORDINANCE TEXT AMENDMENT**

**2011 FEBRUARY 15  
PUBLIC HEARING**

- The Clarke County Planning Commission recommends the amendment of the County Zoning Ordinance:
- Section 3-A-1-a, Permitted Uses and Structures in the AOC Zoning District, so as to change the Special Use “Institutional Uses” to “Community Services” and to show “Churches and other places of religious assembly (with a maximum seating capacity of 300 people)” and “Historic Structure Museums” as Special Uses;
  - Section 3-A-2-a, Permitted Uses and Structures in the FOC Zoning District, so as to change the Special Use “Institutional Uses” to “Community Services” and to show “Churches and other places of religious assembly (with a maximum seating capacity of 300 people)” and “Historic Structure Museums” as Special Uses;
  - Section 3-A-3-a, Permitted Uses and Structures in the Rural Residential Zoning District, so as to change the Special Use “Institutional Uses” to “Community Services” and to show “Churches and other places of religious assembly (with a maximum seating capacity of 300 people)” and “Historic Structure Museums” as Special Uses;
  - Section 3-A-12-a, Permitted Uses and Structures in the Neighborhood Commercial Zoning District, so as to change the Principal Use “Institutional Uses” to “Community Services” and to show “Churches and other places of religious assembly” as a Principal Use;
  - Section 3-A-13-a, Permitted Uses and Structures in the Highway Commercial Zoning District, so as to change the Principal Use “Institutional Uses” to “Community Services” and to show “Churches and other places of religious assembly” as a Principal Use;
  - Section 9-B, Definitions, so as to change the term: “Institutional Uses” to “Community Services” and revise the definition of this use and to establish a definition for the terms: “Churches and other places of religious assembly”, “Museums of Historic Structures”, and “Passive Use Public Parks”.

TA-10-05

The Board set public hearing on the proposed amendments lowering the maximum capacity of churches in AOC/FOC and Rural Residential t from 500 people to 300 people.

**RECOMMENDATION**

**Approval of the proposed amendments to the County Zoning Ordinance as modified.**

**Comments to PC – Jan 18**

After a public hearing at which no one spoke, the Commission voted (Yes: Brumback, Caldwell [second], McFillen, and Nelson [moved]; No: Ohrstrom, Steinmetz, and Thuss; Absent: Dunning, McKay, and Wade; one vacancy) to recommend that the Board adopts the proposed changes. In the Commission discussion, Commissioner Steinmetz said he did not believe there was a problem that made these amendments necessary. Mr. Johnston said that members of the Board of Supervisors were concerned that additional retreat centers like the recently approved Georgetown University facility would negatively affect agricultural activities and the character of the rural areas of the County. Commissioner Thuss said that the impact of retreat centers should be evaluated on a case-by-case basis. After the meeting, it was suggested that provision for one single-family residence for caretakers of park property or for clergy or caretakers of church property would be appropriate. In addition, it was suggested that cemeteries be added as an accessory use to churches. The proposed amendment shows such additional text.

**RECOMMENDATION**

Set public hearing on the proposed Zoning Ordinance amendments for the next regular meeting of the Board on Feb15<sup>th</sup>.

**Comments to PC – Jan 7**

No additional comments.

**RECOMMENDATION**

Recommend to the Board of Supervisors the approval of the proposed amendments to the County Zoning Ordinance.

**Comments to PC – Dec 3**

The above amendments are intended to address issues related to different types of institutional uses in the rural areas of the county. Currently, the zoning regulations for the AOC and FOC Zoning Districts allow a variety of institutional uses. In order to limit such uses in the rural areas of the County the following ordinance amendments are proposed:

1. Change the Special Use: “Institutional Uses” in the AOC and FOC Zoning Districts to “Community Services” and redefine this use so as to only allow governmental entities or non-profit or not for profit entities to operate community centers, fire and/or rescue squads facilities, government offices, libraries, museums, passive use parks, playgrounds/parks/ recreational facilities, schools for day students serving grades K4 through 12, and visitor centers. Permanent overnight sleeping facilities may be provided as an accessory activity only for the employees/staff of fire and/or rescue squad facilities. Such sleeping facilities shall not have more than 150 square feet per person.

**BOARD OF SUPERVISORS  
REGULAR MEETING  
ZONING ORDINANCE TEXT AMENDMENT**

**2011 FEBRUARY 15  
PUBLIC HEARING**

2. "Churches and other places of religious assembly" and "Historic Structure Museums", would be listed separately as Special Uses in these Zoning Districts. The provision for churches would limit them to a maximum seating capacity of 500 people. Such a limit is proposed so that undue concentrations of traffic, activity, and water/sewer usage are not allowed. Note that "Waterworks and Sewage System & Treatment Works (that are consistent with provisions of the Clarke County Comprehensive Plan)" is currently listed as a Special Use, would continue to be allowed as such.
3. To provide consistency with the revised AOC and FOC regulations, the regulations for the Rural Residential Zoning district are also revised so that the Special Use: "Institutional Uses" is changed to "Community Services" and "Churches and other places of religious assembly (with a maximum seating capacity of 500 people)" and "Historic Structure Museums" are identified separately as Special Uses.
4. Also for consistency the Neighborhood Commercial and Highway Commercial Zoning Districts are also proposed to be amended so that the reference to "Institutional Uses" in the list of Principal Permitted Uses is changed to "Community Service Uses" and "Churches and other places of religious assembly" (with no maximum seating capacity) is identified separately as a Principal Use.
5. Lastly, a series of amendments to the Definitions section is proposed to define new terms used in the above described changes. New definitions of the following are proposed: "Churches and other places of religious assembly", "Museums of Historic Structures", "Passive Use Public Parks", and "Community Services".

**RECOMMENDATION**

Set public hearing on the proposed Zoning Ordinance amendments for the next regular meeting of the Commission on January 7<sup>th</sup>.

**ZONING ORDINANCE TEXT AMENDMENT**

Text to added showed *in bold Italics*      Text to be deleted showed ~~struck through~~

3 DISTRICT REGULATIONS

3-A SCHEDULE OF DISTRICT REGULATIONS

3-A-1 Agricultural-Open Space-Conservation District – AOC

3-A-1-a Permitted Uses and Structures

3. Special Uses and Structures

\*. ***Churches and other places of religious assembly (with a maximum seating capacity in the main assembly area of 300 people)***

~~j. Institutional Uses, such as community centers, community operated playgrounds, parks or similar recreational facilities, fire and/or rescue squads, government, schools (public and private), places of worship, libraries, and museums~~

\*. ***Community Services***

\*. ***Historic Structure Museums***

t. Waterworks and Sewage System & Treatment Works (if consistent with provisions of the Clarke County Comprehensive Plan)

3-A-2 Forestal-Open Space-Conservation District – FOC

3-A-2-a Permitted Uses and Structures

3. Special Uses and Structures

\*. ***Churches and other places of religious assembly (with a maximum seating capacity in the main assembly area of 300 people)***

~~h. Institutional Uses, such as community centers, community operated playgrounds, parks or similar recreational facilities, fire and/or rescue squads, government, schools (public and private), places of worship, libraries, and museums~~

\*. ***Community Services***

\*. ***Historic Structure Museums***

p. Waterworks and Sewage System & Treatment Works (if consistent with provisions of the Clarke County Comprehensive Plan)

3-A-3 Rural Residential District (RR)

3-A-3-a Permitted Uses and Structures

3. Special Uses and Structures

\*. ***Churches and other places of religious assembly (with a maximum seating capacity in the main assembly area of 300 people)***

~~d. Institutional Uses, such as community centers, community operated playgrounds, parks or similar recreational facilities, fire and/or rescue squads, government, schools (public and private), places of worship, libraries, and museums~~

\*. ***Community Services***

\*. ***Historic Structure Museums***

3-A-12 Neighborhood Commercial District (CN)

3-A-12-a Permitted Uses and Structures

1. Principal Uses and Structures

\*. ***Churches and other places of religious assembly***

~~e. Institutional Uses, such as community centers, community operated playgrounds, parks or similar recreational facilities, fire and/or rescue squads, government, schools (public and private), places of worship, libraries, and museums~~

\*. ***Community Services***

3-A-13 Highway Commercial District (CH)

3-A-13-a Permitted Uses and Structures

1. Principal Uses and Structures

\*. **Churches and other places of religious assembly**

i. ~~Institutional Uses, such as community centers, community operated playgrounds, parks or similar recreational facilities, fire and/or rescue squads, government, schools (public and private), places of worship, libraries, and museums~~

\*. **Community Services**

## 9 DEFINITIONS

### 9-B DEFINITIONS

9-B-99 ~~INSTITUTIONAL USES~~ **COMMUNITY SERVICES**: *The following uses that are owned and/or operated by public governmental entities or quasi-public entities that are non-profit or not for profit: such as community centers, fire and/or rescue squads facilities, community operated governmental activities offices, libraries, museums, passive use parks, playgrounds/parks or similar recreational facilities, schools (private and public) for day students serving grades K4 through 12, places of worship, and visitor centers. Permanent overnight sleeping facilities may be provided as an accessory activity only for the employees/staff of fire and/or rescue squad facilities. Such sleeping facilities shall not have more than 150 square feet per person.*

9-B-## **CHURCHES AND OTHER PLACES OF RELIGIOUS ASSEMBLY**: *A structure where persons regularly assemble for religious purposes and related social events, which is maintained and controlled by a religious entity, qualified for tax-exempt status under §501(c)(3) of the Internal Revenue Code, that is organized to sustain public worship. This term includes synagogue, temple, mosque, or other such places of worship and religious activities. This term includes the following related facilities: administrative offices, assembly hall, cemeteries, meeting rooms, playgrounds, day-care schools, day schools serving grades K4-12, social halls, and communal living accommodations for religious organizations of groups of men or women living in accordance with a common rule and owing obedience to a single superior. This term does not include permanent facilities for overnight sleeping except for communal living accommodations for such religions organizations. This use includes as an accessory use one single-family residence for occupancy by clergy, watchman, or caretaker of the church and their family. In the AOC and FOC Zoning Districts, such a residence shall use a dwelling unit right or be a house that existed on the property on October 17, 1980. This use includes cemeteries as an accessory use.*

9-B-## **PASSIVE USE PUBLIC PARKS**: *Parks for passive recreation pursuits, which are owned and/or operated by a governmental entity or an entity that is non-profit or not for profit. Such passive recreation pursuits shall include educational and interpretive programs as well as trail systems that take advantage of geological, biological, or scenic resources located within the park and shall not include active recreational facilities such as swimming pools, gyms, or playing fields. This use includes as an accessory use one single-family residence for occupancy by watchman or caretaker of the park, and their family. In the AOC and FOC Zoning Districts, such a residence shall use a dwelling unit right or be a house that existed on the property on October 17, 1980.*

9-B-## **HISTORIC STRUCTURE MUSEUMS**: *Structures listed on the Virginia Landmarks Registry or National Register of Historic Places (individually or as a contributing structure) that are arranged, intended, and designed to be viewed by the public with or without an admission charged, and which may include retail sales as an accessory and secondary use.*

# Clarke County Board of Supervisors

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## Adjournment

**COUNTY OF CLARKE  
BUILDING PERMIT REPORT  
FOR THE MONTH ENDING:1-31-2011**

**Page: 1**

**NEW RESIDENTIAL**

**SINGLE FAMILY STRUCTURES**

<u>Owner/Contractor Location</u>	<u>Description</u>	<u>Est Cost</u>
SENYITKO, RICHARD J & DIANE/SELF CONTRACTOR 918 MORNING STAR LANE 22620	1sty DWELLING + ELEC + MECH +	358,000
FERRARI, ANDREW U & BARBARA/POTOMAC VALLEY BUILDERS LLC 1051 NELSON ROAD 22663	2sty DWELLING + ELEC + MECH +	1,276,000
	<b>SUBTOTAL:</b>	<b>2      1,634,000</b>
	<b>TOTAL:</b>	<b>2      1,634,000</b>

**RESIDENTIAL RENOVATIONS**

<u>Owner/Contractor Location</u>	<u>Description</u>	<u>Est Cost</u>
TYLER, ROBERT A/COMPLETE RESTORATION SERVICE 16 EAST SHARON DRIVE 22620	REBUILD 1ST FL OF DWELL DUE TO	288,000
HAGAN, BETTE M/SELF CONTRACTOR 17651 RAVEN ROCKS ROAD 20135	1sty SUNRM ADD + REM GAR INTO	60,000
	<b>TOTAL:</b>	<b>2      348,000</b>

**MISC BUILDING PERMITS**

<u>Owner/Contractor</u>	<u>Description</u>	<u>Est Cost</u>
FERRARI, ANDREW U & BARBARA/POTOMAC VALLEY BUILDERS LLC	GARAGE ATTACHED W/ BREEZEWAY +	34,000
JENKINS, RUSSELL W III & SA/SELF CONTRACTOR	TENT FOR WEDDING TO BE HELD 5/	0
HEMENWAY, SCOTT W/SELF CONTRACTOR	RENEWAL OF PERMIT #B-09-030493	0
WEARE, WILLIAM B & CAROL S/SELF CONTRACTOR	2 DECKS (22x12) + (10x10)	6,000
	<b>TOTAL:</b>	<b>4      40,000</b>

**DEMOLITIONS**

<u>Owner/Contractor</u>	<u>Location</u>	<u>Est Cost</u>
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**COUNTY OF CLARKE  
BUILDING PERMIT REPORT  
FOR THE MONTH ENDING:1-31-2011**

**Page: 2**

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**DEMOLITIONS**

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<u>Owner/Contractor</u>	<u>Location</u>	<u>Est Cost</u>
FERRARI, ANDREW U & BARBARA/POTOMAC VALLEY BUILDERS LLC	1051 NELSON ROAD 22663	495,411
LEE, ANNA/KEE CONSTRUCTION SERVICES, I	13 VIRGINIA AVENUE 22620	100
	<b>TOTAL:</b>	<b>2</b>
		<b>495,511</b>

---

**Total # of Building Permits Issued: 10**  
**Total Estimated Cost: 2,517,511**  
**Total Revenue Collected: 13,276.14**

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

Electrical: 14  
Mechanical: 15  
Plumbing: 4  
Fire Prot.: 4

# COUNTY OF CLARKE

## RECAP BY PROJECT TYPE FOR THE MONTH ENDING: 1-31-2011

Page: 1

<u>Project Description</u>	<u>#</u>	<u>VALUE</u>
ADDITION/REMODEL SINGLE FAMILY	2	348,000
DECK/PORCH	1	6,000
DEMOLITION OF BUILDING	2	495,511
ELECTRIC PERMITS	14	0
FIRE PROTECTION PERMIT	1	0
MECHANICAL PERMITS	15	0
NEW RESIDENCE SINGLE FAMILY	2	1,634,000
NEW SINGLE FAMILY GARAGE	1	34,000
PLUMBING PERMITS	4	0
RENEWAL PERMIT	1	0
TENTS OVER 900'	1	0
=====		
TOTALS:	44	2,517,511
=====		

## RECAP BY DISTRICT FOR THE MONTH ENDING: 1-31-2011

<u>Name</u>	<u>#</u>	<u>VALUE</u>
GREENWAY DISTRICT	8	1,805,411
CHAPEL DISTRICT	9	358,000
BATTLETOWN DISTRICT	13	66,000
LONGMARSH DISTRICT	2	0
BERRYVILLE DISTRICT	8	0
BOYCE DISTRICT	4	288,100
=====		
TOTALS:	44	2,517,511
=====		

## INSPECTIONS REPORT FOR THE MONTH ENDING: 1-31-2011

<u>Inspection Type</u>	<u>#</u>
Building:	32
Electrical:	46
Mechanical:	17
Plumbing:	6
=====	
TOTALS:	101
=====	



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
Saturday	1/1/2011			0							0			0		
Sunday	1/2/2011			0							0			0		
Monday	1/3/2011	4	4	8	8	1	1		1		2	91398	91422	24		
Tuesday	1/4/2011	4	4	8	8	1	4	1			6	91422	91483	61		
Wednesday	1/5/2011	4	4	8	8	1	1				1	91483	91514	31		
Thursday	1/6/2011	4	4	8	8	4	4	2	1		11	91514	91589	75		
Friday	1/7/2011	4	4	8	8	4	3		2		9	91589	91672	83	17	
Saturday	1/8/2011			0							0			0		
Sunday	1/9/2011			0							0			0		
Monday	1/10/2011	4	4	8	8	2					2	91672	91703	31		
Tuesday	1/11/2011	4	4	8	8	1	1	1			2	91703	91727	24		
Wednesday	1/12/2011	4	4	8	8	1	1				1	91727	91739	12		
Thursday	1/13/2011	4	4	8	8	1	3	1	2		7	91739	91765	26		
Friday	1/14/2011			0							0			0		
Saturday	1/15/2011			0							0			0		
Sunday	1/16/2011			0							0			0		
Monday	1/17/2011			0							0			0		
Tuesday	1/18/2011	4	4	8	8	3	2	2	1		8	91739	91840	101		
Wednesday	1/19/2011	4	4	8	8	3	3	2			5	91840	91868	28		
Thursday	1/20/2011	4	4	8	8	4	5	1			10	91868	91934	66	18	
Friday	1/21/2011	4	4	8	8	5		1			6	91934	91972	38		
Saturday	1/22/2011			0							0			0		
Sunday	1/23/2011			0							0			0		
Monday	1/24/2011	4	4	8	8	1	5	1			7	91972	91985	13		
Tuesday	1/25/2011	4	4	8	8	1	5		3		9	91985	92022	37		
Wednesday	1/26/2011	4	4	8	8	2	2	1			3	92022	92044	22		
Thursday	1/27/2011			0							0			0		
Friday	1/28/2011	4	4	8	8	1					1	92044	92059	15		
Saturday	1/29/2011			0							0			0		
Sunday	1/30/2011			0							0			0		
Monday	1/31/2011	4	4	8	8	3	1				4	92059	92113	54		
<b>TOTALS</b>		72	72	144	27	44	13	3	7	0	94			741	35	

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
Saturday	1/1/2011			0							0			0		
Sunday	1/2/2011			0							0			0		
Monday	1/3/2011			0							0			0		
Tuesday	1/4/2011			0							0			0		
Wednesday	1/5/2011			0							0			0		
Thursday	1/6/2011			0							0			0		
Friday	1/7/2011			0							0			0		
Saturday	1/8/2011			0							0			0		
Sunday	1/9/2011			0							0			0		
Monday	1/10/2011			0							0			0		
Tuesday	1/11/2011			0							0			0		
Wednesday	1/12/2011			0							0			0		
Thursday	1/13/2011			0							0			0		
Friday	1/14/2011			0							0			0		
Saturday	1/15/2011			0							0			0		
Sunday	1/16/2011			0							0			0		
Monday	1/17/2011			0							0			0		
Tuesday	1/18/2011			0							0			0		
Wednesday	1/19/2011			0							0			0		
Thursday	1/20/2011			0							0			0		
Friday	1/21/2011			0							0			0		
Saturday	1/22/2011			0							0			0		
Sunday	1/23/2011			0							0			0		
Monday	1/24/2011			0							0			0		
Tuesday	1/25/2011			0							0			0		
Wednesday	1/26/2011			0							0			0		
Thursday	1/27/2011			0							0			0		
Friday	1/28/2011			0							0			0		
Saturday	1/29/2011			0							0			0		
Sunday	1/30/2011			0							0			0		
Monday	1/31/2011			0							0			0		
<b>TOTALS</b>		0	0	0	0	0	0	0	0	0	0			0	0	0

COUNTY OF CLARKE, VA  
NEW SINGLE FAMILY DWELLINGS  
2011

	Battletown/Berryville	Boyce	Chapel	Greenway	Longmarsh	TOTAL	COMMENTS
January							
February			1	1		2	1 use in GW replaces demolished dwelling.
March						0	
April						0	
May						0	
June						0	
July						0	
August						0	
September						0	
October						0	
November						0	
December						0	
TOTAL	0	0	0	1	0	2	

COUNTY OF CLARKE CIRCUIT COURT  
 MONTH END DEEDS OF PARTITION AND CONVEYANCE  
 LOCAL TAXATION DEPARTMENT  
 COUNTY  
 FOR JANUARY, 2011

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
12/30/10	10-2528	QUENTIN R & ELIZABETH C SHORTT	N GLENDA D SHORTT 88 MOSBY MEADOW LANE	N 22,500.00	DBS	100%
		RECORDED TIME: 03:20		FRONT ROYAL, VA 22630		
		DESCRIPTION 1: 15 ACRES - CHAPEL DIST		PIN: Family sale 227,500 vac		
		DATE OF DEED : 04/02/99 BOOK: 530 PAGE: 368 MAP:				
		NUMBER PAGES : 0				
12/30/10	10-2529	QUENTIN R & ELIZABETH C SHORTT	N GLENDA D SHORTT 88 MOSBY MEADOW LN	N 5,000.00	DBS	100%
		RECORDED TIME: 03:22		FRONT ROYAL, VA 22630		
		DESCRIPTION 1: 5 ACRES - CHAPEL DIST		PIN: Family 147,500 vac		
		DATE OF DEED : 04/02/99 BOOK: 530 PAGE: 369 MAP:				
		NUMBER PAGES : 0				
12/30/10	10-2531	MILDRED D WILSON	N ELSIE WILSON THOMPSON P.O. BOX A	N .00	DG	100%
		RECORDED TIME: 03:25		WHITE POST VA 22663-0070		
		DESCRIPTION 1: TOWN OF BOYCE		PIN:		
		DATE OF DEED : 00/00/00 BOOK: 530 PAGE: 372 MAP:				
		NUMBER PAGES : 0				
12/30/10	10-2532	MILDRED D WILSON	N ORME WILSON THOMPSON P.O. BOX A	N .00	DG	100%
		RECORDED TIME: 03:26		WHITE POST VA 22663-0070		
		DESCRIPTION 1: TOWN OF BOYCE		PIN:		
		DATE OF DEED : 00/00/00 BOOK: 530 PAGE: 374 MAP:				
		NUMBER PAGES : 0				
12/30/10	10-2533	MILDRED D WILSON	N ORME WILSON III P.O. BOX A	N .00	DG	100%
		RECORDED TIME: 03:27		WHITE POST VA 22663-0070		
		DESCRIPTION 1: TOWN OF BOYCE		PIN:		
		DATE OF DEED : 00/00/00 BOOK: 530 PAGE: 376 MAP:				
		NUMBER PAGES : 0				
12/30/10	10-2519	MICHAEL D CERRETA, JR TR	Y MICHAEL D CERRETA, JR TR 631 PARIS HEIGHTS LANE	Y .00	DBS	100%
		RECORDED TIME: 11:10		PARIS ,VA 20130		
		DESCRIPTION 1: CHAPEL DISTRICT, LOT 2 BK 430, PG 559		PIN:		
		DATE OF DEED : 08/11/19 BOOK: 530 PAGE: 331 MAP: 40-A-3-2				
		NUMBER PAGES : 0				
12/30/10	10-2520	NED W FREDRICKSON, TR OF FREDRI	Y NED W FREDRICKSON, TR OF FREDRI 12173 HARRY BYRD HWY	Y .00	DBS	100%
		RECORDED TIME: 11:12		BERRYVILLE VA		
		DESCRIPTION 1: 2.38 ACRES IN LONGMARSH DIST		PIN:		
		DATE OF DEED : 11/29/10 BOOK: 530 PAGE: 336 MAP: 6-A-33B				
		NUMBER PAGES : 0				
12/30/10	10-2530	MILDRED D WILSON	N CAROLINE HILLIARD WILSON P.O. BOX A	N .00	DG	100%
		RECORDED TIME: 15:37		WHITE POST VA 22663-0070		
		DESCRIPTION 1: TOWN OF BOYCE		PIN:		
		DATE OF DEED : 12/20/10 BOOK: 530 PAGE: 370 MAP:				
		NUMBER PAGES : 0				

COUNTY OF CLARKE CIRCUIT COURT  
 MONTH END DEEDS OF PARTITION AND CONVEYANCE  
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 FOR JANUARY, 2011

RECORDED	INSTRUMENT	GRANTOR	(X)	GRANTEE/ADDRESS	(X)	CONSIDERATION	TYPE	PERCENT
01/03/11	11-08	JUSTIN MACKAY-SMITH	N	RAPPAHANNOCK ELECTRIC COOPER N/A	N	.00	DE	100%
		RECORDED TIME: 01:51						
		DESCRIPTION 1: GREENWAY DISTRICT						
		DATE OF DEED : 00/00/00 BOOK: 530 PAGE: 391 MAP: 37-A-1					PIN:	
		NUMBER PAGES : 0						
01/03/11	11-10	RICKEY D DEMPSTER & DEBORAH J	N	DAVID P & CHARLENE A CHEMA 408 LINDSAY COURT	N	415,000.00	DBS	100%
		RECORDED TIME: 02:30						
		DESCRIPTION 1: LOT 210, HERMITAGE, PHASE IVA		TOWN OF BERRYVILLE	WR/S			
		DATE OF DEED : 12/30/10 BOOK: 530 PAGE: 409 MAP: 14A8-4-210					PIN:	
		NUMBER PAGES : 0						445 KED w/impv
01/03/11	3725	CAROLYN LEE HAGAMAN, DECEASED	N/A	N/A		.00	PROBATE	00%
		RECORDED TIME: 15:12						
		DESCRIPTION 1: 195.06 ACRES ON RT 672 (D/B 258 PG 459) WR/S LOT 1-HAGAMAN SUBD-2 ACRES					LONGMARSH DIST	
		DATE OF DEED : 01/03/11 BOOK: 88 PAGE: 318 MAP: 3-A-21 & 3-A-21A					PIN:	
		NUMBER PAGES : 0						
01/03/11	3726	CONNIE FRANCES BOWMAN, DECEASED	N/A	N/A		.00	PROBATE	00%
		RECORDED TIME: 16:23						
		DESCRIPTION 1: DECEDENT HAD LIFE INTEREST IN REAL ESTATE		215 RICE ST., TOWN OF BERRYVILLE				
		DATE OF DEED : 01/03/11 BOOK: 88 PAGE: MAP: 14-A1-6-4B					PIN:	
		NUMBER PAGES : 0						
01/04/11	11-19	SHELBY COLLINS	N	DELORES M HAUSENFLUCK & ANNA J CLARKE CO	N	.00	DQC	100%
		RECORDED TIME: 01:41			VA			
		DESCRIPTION 1: RELEASE & ASSIGN INTEREST OF RT/WAY						
		DATE OF DEED : 00/00/00 BOOK: 530 PAGE: 450 MAP: 7-A-57B					PIN:	
		NUMBER PAGES : 0						
01/04/11	11-20	WANDA DICKERSON	N	DELORES M HAUSENFLUCK & ANNA J CLARKE CO	N	.00	DQC	100%
		RECORDED TIME: 01:42			VA			
		DESCRIPTION 1: RELEASE & ASSIGN INTEREST - RT/WAY						
		DATE OF DEED : 00/00/00 BOOK: 530 PAGE: 452 MAP: 7-A-57B					PIN:	
		NUMBER PAGES : 0						
01/04/11	11-21	SHARON BENSON	N	DELORES M HAUSENFLUCK & ANNA J CLARKE CO	N	.00	DQC	100%
		RECORDED TIME: 01:43			VA			
		DESCRIPTION 1: RELEASES & ASSIGN INTEREST - RT/WAY						
		DATE OF DEED : 00/00/00 BOOK: 530 PAGE: 454 MAP: 7-A-57B					PIN:	
		NUMBER PAGES : 0						
01/04/11	11-22	JAMES & JUDITH ELSEA	N	DELORES M HAUSENFLUCK & ANNA J CLARKE CO	N	.00	DQC	100%
		RECORDED TIME: 01:44			VA			
		DESCRIPTION 1: RELEASE INTEREST - RT/WAY						
		DATE OF DEED : 00/00/00 BOOK: 530 PAGE: 456 MAP: 7-A-57B					PIN:	
		NUMBER PAGES : 0						

COUNTY OF CLARKE CIRCUIT COURT  
MONTH END DEEDS OF PARTITION AND CONVEYANCE  
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RECORDED	INSTRUMENT	GRANTOR	(X)	GRANTEE/ADDRESS	(X)	CONSIDERATION	TYPE	PERCENT
01/04/11	11-23	M TYSON GILPIN, JR., SPL COMR	N	WILLIAM C THATCHER 2821 N UNDERWOOD ST	N	68,600.00	DBS	100%
✓		RECORDED TIME: 01:45						
		DESCRIPTION 1: 6.8601 ACRES - LONGMARSH DIST						
		DATE OF DEED : 01/04/11 BOOK: 530 PAGE: 458 MAP: 7-A-57B						
		NUMBER PAGES : 0						
01/04/11	11-26	RICHMOND AMERICAN HOMES OF VIR	N	GORDON C JOHNSTON, III 349 HOPKINS DR	N	285,000.00	DBS	100%
✓		RECORDED TIME: 02:00						
		DESCRIPTION 1: LOT 20, MEADOW VIEW - TOWN OF BOYCE						
		DATE OF DEED : 00/00/00 BOOK: 530 PAGE: 477 MAP: 21A5-1-20						
		NUMBER PAGES : 0						
01/07/11	11-47	PAMELA ROSS, ET AL	N	MARK A & JASSICA M PATNE 1204 WESTWOOD ROAD	N	208,500.00	DBS	100%
✓		RECORDED TIME: 10:35						
		DESCRIPTION 1: LONGMARSH DISTRICT, LOT 3, 0.572 ACRES						
		DATE OF DEED : 00/00/00 BOOK: 530 PAGE: 47 MAP: 13A-1-3						
		NUMBER PAGES : 0						
01/07/11	11-49	OAKLAND FARM	N	ELIZABETH COOK N/A	N	.00	OPM	100%
✓		RECORDED TIME: 11:25						
		DESCRIPTION 1: BATTLETOWN DIST						
		DATE OF DEED : 00/00/00 BOOK: 10 PAGE: 8 MAP:						
		NUMBER PAGES : 0						
01/07/11	11-50	OAKLAND FARM	N	ELIZABETH S COOK N/A	N	.00	OPM	100%
✓		RECORDED TIME: 11:26						
		DESCRIPTION 1: BATTLETOWN DIST						
		DATE OF DEED : 00/00/00 BOOK: 10 PAGE: 9 MAP:						
		NUMBER PAGES : 0						
01/07/11	11-51	OAKLAND ORCHARD LIMITED PARTNE	N	SAME N/A	N	.00	DE	100%
✓		RECORDED TIME: 11:27						
		DESCRIPTION 1: 112.3214 ACRES						
		DATE OF DEED : 00/00/00 BOOK: 530 PAGE: 623 MAP: 9-A-60A						
		NUMBER PAGES : 0						
01/07/11	11-53	OAKLAND ORCHARD LIMITED PARTNE	N	DAVID E JOHNSON & KARA S STRON 7981 EASTERN AVE	N	292,000.00	DBS	100%
✓		RECORDED TIME: 11:29						
		DESCRIPTION 1: 48.6728 ACRES - BATTLETOWN DIST						
		DATE OF DEED : 01/07/11 BOOK: 530 PAGE: 630 MAP: 9-A-60D						
		NUMBER PAGES : 0						
01/13/11	11-92	MICHAEL E & SHIRLEY R LENHARR	Y	SHIRLEY R LENHARR 1940 TAYLOR DR., APT 5	Y	.00	DBS	100%
✓		RECORDED TIME: 04:20						
		DESCRIPTION 1: LOT 55, BLK 1A, UNIT 1 & LOT 9, BLK 1B, UNIT						
		DATE OF DEED : 01/06/11 BOOK: 530 PAGE: 761 MAP: 17A1-2-55+						
		NUMBER PAGES : 0						

COUNTY OF CLARKE CIRCUIT COURT  
 MONTH END DEEDS OF PARTITION AND CONVEYANCE  
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RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
01/18/11	11-115	PROFESSIONAL FORECLOSURE CORPO	N FEDERAL NATIONAL MORTGAGE ASSO P O BOX 650043	Y 357,288.00	DTF	100%
		RECORDED TIME: 02:35		DALLAS TX 75265-0043		
		DESCRIPTION 1: 6.4359 ACRES - CHAPEL DISTRICT		PIN: (F) 408,300 w/100V		
		DATE OF DEED : 12/03/10 BOOK: 530 PAGE: 854 MAP: 31-6=D				
		NUMBER PAGES : 0				
01/18/11	11-94	FANNIE MAE	Y JOHN M HOFF AND LAUREL K ARMAC N 16 VA AVE	159,900.00	DBS	100%
		RECORDED TIME: 11:25		BERRYVILLE VA		
		DESCRIPTION 1: PARCEL AT 16 VA AVE - TOWN, BERRYVILLE	WR/S	PIN: (F) 207,000 w/100		
		DATE OF DEED : 01/10/11 BOOK: 530 PAGE: 778 MAP: 14A5-2-5				
		NUMBER PAGES : 0				
01/18/11	11-102	JAMES J & BILLIE J KELLY	N RAPPAHANNOCK ELECTRIC COOPERAT N N/A	.00	DE	100%
		RECORDED TIME: 12:14				
		DESCRIPTION 1: LONGMARSH DIST				
		DATE OF DEED : 00/00/00 BOOK: 530 PAGE: 833 MAP: 3-A-35C				
		NUMBER PAGES : 0				
01/18/11	11-103	FRANK W RAMSEY, JR	N RAPPAHANNOCK ELECTRIC COOPERAT N N/A	.00	DE	100%
		RECORDED TIME: 12:15				
		DESCRIPTION 1: BUCKMARSH DIST				
		DATE OF DEED : 00/00/00 BOOK: 530 PAGE: 836 MAP: 15-A-34				
		NUMBER PAGES : 0				
01/18/11	11-104	CALLICORP LLC	N RAPPAHANNOCK ELECTRIC COOPERAT N N/A	.00	DE	100%
		RECORDED TIME: 12:16				
		DESCRIPTION 1: TOWN OF BERRYVILLE				
		DATE OF DEED : 00/00/00 BOOK: 530 PAGE: 839 MAP: 14A3-A-28				
		NUMBER PAGES : 0				
01/18/11	11-105	DAVID G & LINDA R BODKIN	N RAPPAHANNOCK ELECTRIC COOPERAT N N/A	.00	DE	100%
		RECORDED TIME: 12:17				
		DESCRIPTION 1: BUCKMARSH DIST				
		DATE OF DEED : 00/00/00 BOOK: 530 PAGE: 842 MAP: 15-A-51				
		NUMBER PAGES : 0				
01/19/11	11-228	BOBBIE JO O'ROUKE, EXEX EST OF	N DUNNING FAMILY LIMITED PARTNER N P O BOX 194	465,000.00	DBS	100%
		RECORDED TIME: 03:15		BOYCE VA 22620		
		DESCRIPTION 1: 13.8339 ACRES - LOT 1 - CHAPEL DIST		PIN: 766,300 w/100V		
		DATE OF DEED : 01/19/11 BOOK: 530 PAGE: 928 MAP: 20-A-8				
		NUMBER PAGES : 0				
01/20/11	11-136	QUENTIN R & ELIZABETH C SHORTT	N QUENTIN R & ELIZABETH C SHORTT N BOYCE VA	.00	DBSHW	100%
		RECORDED TIME: 11:55				
		DESCRIPTION 1: ALL CLARKE COUNTY PROPERTY	WR/S			
		DATE OF DEED : 01/24/95 BOOK: 530 PAGE: 957 MAP:				
		NUMBER PAGES : 0				

COUNTY OF CLARKE CIRCUIT COURT  
MONTH END DEEDS OF PARTITION AND CONVEYANCE  
LOCAL TAXATION DEPARTMENT  
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RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
01/20/11	3729	QUENTIN R SHORTT	N/A N/A PG 957)	.00	PROBATE	00%
		RECORDED TIME: 12:07				
		DESCRIPTION 1: PROPERTIES WR/S (SEE D/T 530	MAP: 38-A-36+		PIN:	
		DATE OF DEED : 01/20/11 BOOK: 88 PAGE: 402				
		NUMBER PAGES : 0				
01/20/11	3730	ELIZABETH CRABTREE SHORTT, DEC	N/A N/A	.00	QUAL	00%
		RECORDED TIME: 12:15				
		DESCRIPTION 1: PROPERTY IN GREENWAY DIST MAP #38-A-36 AND 38A-2-2--10 AND 38B-1-1--3 AMD 39B-1-5&6	MAP: 38-A-36+		PIN:	
		DATE OF DEED : 01/20/11 BOOK: 88 PAGE: 402				
		NUMBER PAGES : 0				
01/21/11	11-141	DONALD & JILL MONGOLD	N MONGOLD REVOCABLE TRUST 377 LINABURG LANE	.00	DBS	100%
		RECORDED TIME: 09:30				
		DESCRIPTION 1: LONGMARSH DISTRICT, LOT 2, 11.3916 ACRES				
		DATE OF DEED : 01/12/11 BOOK: 530 PAGE: 984 MAP: 3-A-43C			PIN:	
		NUMBER PAGES : 0				
01/21/11	11-144	BANK OF NEW YORK MELLON	N JOHN H WILSON, ET UX 116 CHERRY LANE	226,700.00	DBS	100%
		RECORDED TIME: 11:35				
		DESCRIPTION 1: LONGMARSH DISTRICT, PARCEL A				
		DATE OF DEED : 01/07/11 BOOK: 530 PAGE: 989 MAP: 7-A-41A			PIN:	
		NUMBER PAGES : 0				
01/21/11	11-145	HARRY F STIMPSON, III	N HFS INVESTMENTS LC N/A	.00	OPM	100%
		RECORDED TIME: 11:40				
		DESCRIPTION 1: PLAT, GREENWAY DISTRICT				
		DATE OF DEED : 00/00/00 BOOK: 10 PAGE: 10 MAP: 29-3-8			PIN:	
		NUMBER PAGES : 0				
01/21/11	11-146	HARRY STIMPSON, III, ET AL	N DORIS B STIMPSON 304 NELSON ROAD	.00	DBSHW	100%
		RECORDED TIME: 11:41				
		DESCRIPTION 1: GREENWAY DISTRICT				
		DATE OF DEED : 01/20/11 BOOK: 530 PAGE: 993 MAP: 29-3-8			PIN:	
		NUMBER PAGES : 0				
01/24/11	11-147	RSP ENTERPRISES L C	Y JEFFERSON-CLARKE PROPERTIES LL Y 568 SMITHFIELD LANE	.00	DBS	100%
		RECORDED TIME: 10:15				
		DESCRIPTION 1: CHAPEL DISTRICT, LOT 2 5.789 ACRES				
		DATE OF DEED : 00/00/00 BOOK: 530 PAGE: 996 MAP: 31-A-1			PIN:	
		NUMBER PAGES : 0				
01/24/11	11-148	SHARON D KERNS & ROBERT F KERN	N RJ D JOHNSTON & JESSICA ANN JO N 517 PAGE ST	300,000.00	DBS	100%
		RECORDED TIME: 12:30				
		DESCRIPTION 1: LOT 50, SECT 2, APPLE GLEN TOWN OF BERRYVILLE WR/S				
		DATE OF DEED : 01/21/11 BOOK: 530 PAGE: 998 MAP: 14A2-13-50			PIN:	
		NUMBER PAGES : 0				

342,300  
w/imp



COUNTY OF CLARKE CIRCUIT COURT  
MONTH END DEEDS OF PARTITION AND CONVEYANCE  
LOCAL TAXATION DEPARTMENT  
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FOR JANUARY, 2011

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
01/25/11	11-168	WILLIAM C & JEANNE C TURKEL RECORDED TIME: 01:40 DESCRIPTION 1: BATTLETOWN DISTRICT, LOT 2 6.9100 ACRES BK 81 , PG 14 DATE OF DEED : 01/20/11 BOOK: 531 PAGE: 120 MAP: 25-A-25C NUMBER PAGES : 0	N JONATHAN M TURKEL 96 KENT FARM LANE	N .00	DG	100% BLUEMONT, VA 20135 PIN:
01/25/11	11-161	REBEKAH SURFACE (MCCLAIN) RECORDED TIME: 10:31 DESCRIPTION 1: CHAPEL DISTRICT, TRACT B DATE OF DEED : 01/21/11 BOOK: 531 PAGE: 62 MAP: 30A-A-70A NUMBER PAGES : 0	N MATTHEW & MARY KLEIN 104 W 17TH ST, #5E W/RS	N 235,000.00	DBS	100% NEW YORK, NY 10011 PIN: 257,100 w/impv
01/25/11	11-163	FANNIE MAE RECORDED TIME: 10:55 DESCRIPTION 1: LONGMARSH SITRICT, 5.01 ACRES DATE OF DEED : 01/21/11 BOOK: 531 PAGE: 81 MAP: 8-A-25A NUMBER PAGES : 0	Y SCOTT SMITH 729 STRINGTOWN ROAD	N 234,900.00	DBS	100% BERRYVILLE, VA 22611 PIN: (F) 335,400
01/26/11	10-169	SECRETARY OF HUD RECORDED TIME: 10:55 DESCRIPTION 1: GREENWAY DISTRICT, LOT 2, 3, 4 DATE OF DEED : 01/19/11 BOOK: 531 PAGE: 122 MAP: 37A2-2-3 NUMBER PAGES : 0	Y LUIS ANTONIO INESTROZA 69 LEESBURG MOBILE PARK	N 133,000.00	DBS	100% LEESBURG, VA 20175 PIN: 230,800 (F) w/impv
01/27/11	11-180	W R THOMPSON, II RECORDED TIME: 12:10 DESCRIPTION 1: GREENWAY DISTRICT DATE OF DEED : 01/24/11 BOOK: 531 PAGE: 187 MAP: 28-A-27 NUMBER PAGES : 0	N W R THOMPSON, III, ET UX 326 WHITE POST ROAD	N .00	DG	100% WHITE POST, VA 22663 PIN:
01/28/11	11-196	THEODORE B MCWHINNEY & JO LYNN RECORDED TIME: 01:48 DESCRIPTION 1: LOT 15, SKELTON SUBD DATE OF DEED : 01/28/11 BOOK: 531 PAGE: 255 MAP: 21A1-5-15 NUMBER PAGES : 0	N CHRISTINE ELISABETH KESTNER 21 SHARON DR EAST TOWN OF BOYCE	N 210,000.00	DBS	100% BOYCE VA 22620 PIN: 200,200 w/impv
01/28/11	11-197	PETER & JOAN HOFFMANN & SHARON RECORDED TIME: 01:49 DESCRIPTION 1: 2 PARCELS - BATTLETOWN DIST DATE OF DEED : 00/00/00 BOOK: 531 PAGE: 257 MAP: 26B-A-11,12 → NUMBER PAGES : 0	N BRIWN PASZTOR 73 BANJO LANE	N 160,000.00	DBS	100% BLUEMONT VA 20135 PIN: 117,000 vac 500
01/28/11	11-191	WILLIAM A TRUBAN JR, TR RECORDED TIME: 11:15 DESCRIPTION 1: GREENWAY DISTRICT, 5.212 ACRES MORE OR LESS BK 100, PG 217 DATE OF DEED : 01/26/11 BOOK: 531 PAGE: 236 MAP: 30-1-21 NUMBER PAGES : 0	N CHARLES F MCINTOSH AT AL P.O. BOX 243	N .00	DBS	100% MILLWOOD, VA 22646 PIN: 117,100

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RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
01/28/11	10-193	RONALD & GAIL KERCHEVAL RECORDED TIME: 11:40 DESCRIPTION 1: TOWN OF BERRYVILLE, EAST MAIN ST DATE OF DEED : 01/28/11 BOOK: 531 PAGE: 245 MAP: 14A5-A-88 NUMBER PAGES : 0	N CHARLES W KACKLEY 11819 HARRY BYRD HIGHWAY	N 133,000.00	DBS	100%
						BERRYVILLE, VA 22611 PIN: 128,900 w/impv
01/31/11	11-207	RITA MAY WIGGLESWORTH RECORDED TIME: 02:15 DESCRIPTION 1: BATTLETOWN DISTRICT, LOT 3, 23.1646 ACRES DATE OF DEED : 00/00/00 BOOK: 531 PAGE: 304 MAP: 25-A-19B NUMBER PAGES : 0	N WIGGLESWORTH REVOCABLE TRUST 169 BUTTE LOOP	N .00	DBS	100%
						LARAMIE, WY 82070 PIN:
01/31/11	11-208	POLYPAY INVESTMENTS LLC RECORDED TIME: 02:16 DESCRIPTION 1: LONGMARSH DISTRICT, LOT 1, 16.066 ACRES DATE OF DEED : 01/28/11 BOOK: 531 PAGE: 306 MAP: 7-A-21 NUMBER PAGES : 0	N SHAWN A KING 170 HONEY LANE	N 305,000.00	DBS	100%
						BERRYVILLE, VA 22611 PIN: 478,100 w/impv
01/31/11	11-211	JAMES MERRIMAN, JR, ET UX RECORDED TIME: 02:19 DESCRIPTION 1: TOWN OF BOYCE DATE OF DEED : 01/28/11 BOOK: 531 PAGE: 317 MAP: 21A4-1-16 NUMBER PAGES : 0	N JAY KENT MCKAY 140 ROSEVILLE COURT	N 289,000.00	DBS	100%
						BOYCE, VA 22620 PIN: 306,000 w/impv
01/31/11	3731	HENRIETTA R WHITING, DECEASED RECORDED TIME: 09:30 DESCRIPTION 1: 1/2 INTEREST: LOT 3, SEC. III, CROWN ESTATE DATE OF DEED : 01/31/11 BOOK: 88 PAGE: 412 MAP: 14-A1-1-3 NUMBER PAGES : 0	N/A N/A 404 WALNUT ST, BERRYVILLE VA	.00	PROBATE	00%
						PIN:
01/31/11	11-202	FEDERAL HOME LOAN MORTGAGE RECORDED TIME: 12:25 DESCRIPTION 1: GREENWAY DISTRICT, LOT 25, SEC B DATE OF DEED : 01/12/11 BOOK: 531 PAGE: 287 MAP: 37A1-2-25 NUMBER PAGES : 0	Y CARL D WHITED, JR 6340 HOWELLSVILLE ROAD	N 116,500.00	DBS	100%
						FRONT ROYAL, VA 22630 PIN: 208,400 w/impv
01/31/11	3732	GEORGE L BAKER, JR., DECEASED RECORDED TIME: 12:26 DESCRIPTION 1: 5 ACRES ON RT 657 - LONGMARSH DIST DATE OF DEED : 01/31/11 BOOK: 88 PAGE: 421 MAP: 13-A-32 NUMBER PAGES : 0	N/A N/A	.00	QUAL	00%
						PIN:

TOTAL COUNTY DEEDS OF PARTITION AND CONVEYANCE: 49  
TOTAL NUMBER OF COUNTY DEEDS OF CORRECTION : 0  
TOTAL NUMBER OF COUNTY WILL/FIDUCIARY : 6

**Monthly Activity Report of  
Jacob L. Grove  
Extension Agent, Animal Science  
January 1-31, 2011**

**Farm Visits**

- Rappahannock County Farmer - pregnancy checking beef cows; assisted in planning a move to two defined calving seasons
- Shenandoah County Farm - accessing feed needs of cow herds; changing feeding setup to minimize pasture damage
- Shenandoah County Farm - Body Condition Score Cows and adjust feeding of supplement to a higher level
- Shenandoah County Farm - Body Condition Score Cows and adjust feeding of supplement to a lower level using a new byproduct liquid feed
- Virginia Farm Show - toured show and made contacts to put on a meeting for beef producers in our area

**Events & Programs**

- Held a commercial pesticide recertification meeting in Front Royal for over 250 people attending and 7 different presenters
- Delivered a presentation on load safety and securement at the Front Royal pesticide meeting
- Held a Clarke County 4-H Leaders' Association meeting
- Attended the Blue Ridge Cattleman's Association annual meeting
- Assisted with the Clarke County Hay Auction
- Assisted in planning a tour for the Virginia Young Farmer group of farms and businesses in Clarke and Frederick Counties
- Assisted in planning a Water Quality Clinic in Boyce
- Organizing a beef meeting in Boyce
- Attended a Soil and Water Conservation District meeting
- Prepared my Annual Faculty Report
- Prepared a Beef newsletter for February

**Contacts**

**40 Phone Contacts**

Pest Management – 6	Hay Auction - 6
Forage & Feeds – 12	4-H Issues – 9
Beef Management & Marketing - 6	Pasture Management - 1

**304 Personal Contacts**

Livestock Management – 24	Hay auction - 22
4-H and Fair events - 8	Pesticide Recertification - 250

**18 Emails & Letters**

Livestock Production – 10	4-H Programs - 8
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**Monthly Activity Report**  
**Susanne Vaughan**  
**Central Reception & 4-H Support Technician**  
**January 1-31, 2011**



**Central Reception:**

- Town of Berryville Police and Security Commission meeting scheduled
- Email sent to Town Planner for January 2011 Zimbra calendar meetings
- County Budget meetings scheduled into Zimbra and Excel
- Planning Department meeting scheduled in Zimbra, Excel and website
- Received Building Permit from Contractor; Building Department Closed
- Joint Building Committee meetings scheduled for 2011 to Zimbra, Excel and website
- Postage on Camp Counselor training packet for UAA in Extension
- Holiday Closing signs on entrance doors
- Contacted Maintenance Department regarding paper towel holder needing batteries
- Unclogged paper towel holders in ladies and men's restrooms
- Map of Clarke County given to male architect
- Directed male to Court House to pay traffic fine
- Directed female caller to General District Court to apply for Warrant of Debt
- Directed resident for Town and County Business License
- Directed and helped residents with tax forms; printed forms off of IRS website
- Helped Berryville Pharmacy employee with parking ticket; Town Police closed. Asked if I would give them the info when they opened up, which I did. They returned her registration card to her.
- Checked on room availability for Town Planner
- Scheduled meetings for Electoral Board Officer of Election Training
- Updated Emergency Operations Plan with update of names and telephone numbers
- Checked meeting room for heat
- Checked meeting room for set-up
- Replaced panic bar key in meeting room
- Received Conflict of Interest Forms
- Updated Emergency Contact List
- Directed female and male to Circuit Court for land plats
- Directed female and male to Circuit Court for copy of marriage license
- Helped Treasurer employee with postage machine which was jammed
- Scheduled meeting room for Robert Mitchell
- Checked entrance doors for automatic opening; unlocked door
- Directed delivery man to different departments for delivery of items
- Re-hooked laptop; plug pulled out
- Updated meetings for electoral Board Training in Zimbra and Excel
- Tax forms printed off website for male who was upset that Commissioner of Revenue did not have forms. He did not have access to a computer.
- Folders created for Central Reception area for Building permits and tax forms
- Taped computer wires together off of floor so would not be pulled out of equipment
- Cancelled meetings in Zimbra
- School Board meetings scheduled into Zimbra and Excel for 2011/2012
- Directions to male caller to School Board Office
- Farmers Market Executive meeting scheduled
- Scheduled meetings for Joint Administrative Services Budget Chairman
- Contacted Planning Department regarding large envelopes returned from post office with not enough postage
- Contacted maintenance; need basement door unlocked for elevator repairman
- Signs on elevator-Out of Order
- Updated meeting for Berryville Area Development Authority
- Directed residents to Town and County Treasurer's Office for paying taxes
- Postage on mailings for Administration
- Received Meeting Room Check-off list for night closings
- Received applications for Maintenance Technician II

**Daily Duties:**

- Daily Report emailed to afternoon CR receptionist, Town Manager
  - Greeting and directing people to county, town, and library facilities
  - Sorting and distributing mail into each department folder and to library
  - Reserved meetings for the Town on the County/Zimbra Calendar
  - Answered phone and directed calls for County and Town
  - Updated meetings in Excel, Zimbra and County Website
  - Newspapers delivered to Library and Town Office
  - Interoffice mail delivered to Administration, Treasurer, and Commissioner of Revenue
  - Recorded daily contact numbers into Excel
  - Edited calendar for time sheet, daily contacts for month
  - Checked brochure racks for unnecessary items
  - Checked automatic doors
- Contacts for morning shift- Town-110, County-250, Library-92
  - Government Offices closed two days due to holidays

**Administration:**

- Helped employee with replacing toner cartridge in copier on second floor
- Special Landfill Use letter mailed
- Accumulated Leave Reports distributed to departments by interoffice mail
- Gift bags to new employees at 911 Communication Office
- Called maintenance department about brace on screen in window falling down
- Edited 2011 Personnel Committee Appointee Questionnaire with names
- Created mailing labels for Personnel Committee Appointee Questionnaire to be mailed
- Check from VACO to Treasurer's Office
- Asked Treasurer employee to pick up roll of stamps for Admin
- Contacted member of committees for Conflict of Interest Form that is due to Administration
- Scanned documents
- Filed agreements and leases into correct filing order
- Mailing labels created for Chairman of the Board of Supervisor letter
- Personnel Committee Appointee Questionnaire mailed to committee members
- Reviewed file in order for Administrator
- Unlocked Room for meeting with attorneys regarding building
- Helped Executive Secretary with Administrative Office work
- Organized Senior Center files in order
- Printed Communicator newsletter for distribution
- Duties requested by Administration Secretary
- Interoffice mail delivered to departments
- Copies made for Administrator for meeting

**4-H Technician:**

- Filed Club Charter Renewal applications for UAA
- 4-H Plus data exported into Excel and emailed to National 4-H Council to be developed into Access
- Bank statements mailed to treasurer and leaders
- Quarterly 4-H Plus ES237 report sent to Tech
- Copies made of project books; collated into clubs
- Clarke County Fair 4-H/FFA Exhibitor Rules and Qualifiers mailed
- Clarke/Frederick Beef Show meeting notice mailed
- Enrollment forms into 4-H Plus, filed forms

\*\*\*UAA-Unit Administrative Assistant for Virginia Cooperative Extension

**Monthly Activity Report**  
**Marsha Wright, Unit Administrative Assistant**  
**January 1-31, 2011**

4-H Work in addition to UAA, Agriculture, Family and Consumer Science (FCS), & FAIR Assignments:

**Emails Sent:**

**To 4-H Horse Organizational Leaders (4)**

- Information on the VA/NC Volunteer Horse Leaders Conference in Greensboro, NC
- Invitation to MARE Center's Educational Event

**To Organizational Leaders and Assistants (18)**

- Request to Organizational Leaders to promote being a camp counselor or CIT
- Sent Glenwood Show cover letter and rules
- Information on US Geospatial Intelligence Foundation (USGIF) scholarship for graduating 4-H seniors
- Notified leaders that project books were ready for pick up
- Hunter's Education Camp information to share with members
- Virginia Association of Adult 4-H Volunteer Leaders', Inc. Spring Conference information to organizational leaders to share with all leaders

**Miscellaneous Emails**

- Responded to Dairy Club Leader regarding their insurance check (2)
- Explained to parent about what the upcoming county contests were
- Sent Warren County 4-H Program Technician camp information from previous years; requested she send the counselor/CIT application so I could send it to Clarke children
- Fair Rules/Qualifiers to leaders, Vo. Ag. Instructors, 4-Hers, and staff (111)
- Sent reminder to 4-Hers and leaders about the registration deadline for county contests (107)
- Sent Equine Enthusiast leader Fair Qualifier List so she could review it with her members
- Answered questions about county contests (6)
- Sent Dairy Club Cloverbud leader verification that we received their Share-the-Fun entry form; asked that she contact 1 parent about getting her child's enrollment forms in before the contest
- Informed Paws and Claws leader that their member could do an extemporaneous speech at the county contest; still checking to see if he would be eligible to go to districts and states
- Verified receipt of County Contests entry forms (3)
- Reserved meeting room for Goat/Lamb Show meeting; scheduled room with county
- Received County Contest entry forms via email (12)
- Provided the number of Share-the-Fun acts we had last year to the Show's Director; asked if she'd like to be a judge for Presentation or Public Speaking
- Informed parent that her child's All Star form had been submitted to Districts; congratulated 4-Her for her hard work and dedication; requested additional Charter Renewal information for their club
- Emailed 4-Her about being able to do extemporaneous speech at the County Contest; also requested he come in to sign his club's Charter Seal application.
- Informed parent I would send an additional counselor application
- Emailed County Contests entry forms (2)
- After talking with Frederick County Program Technician, informed parent that our Share-the-Fun Contest was for Clarke County 4-Hers only; 2nd email clarified that Winchester kids were in our contest only if they belonged to a Clarke County Club
- Skyline Stockmen's Contest information to our Vo. Ag. Instructors (2)
- Leaders' Association Scholarship form to association president
- Checked with Fair's Sale Committee Chair to see if January meeting was still to be held and who to invite
- Requested missing information on Contest entry forms (6)
- Asked Frederick County 4-H Program Technician for time judges and room chairs should arrive for Presentation/Public Speaking Contests
- Asked Outdoor Adventure leaders if they had the project book he wanted to use for his shooting sports kids; also told him about projects being available through Ohio State (3)
- Having received notification from State that our 4-Her qualified to do an Extemporaneous Speech; emailed 4-Her, leader, and Frederick County 4-H Program Technician (3)

- Responded to leader's email about Glenwood Show
- Forwarded 4-H Day at the State Capitol email to Frederick County secretary
- Let Fair Rabbit Dept. Chair know that I had contacted 4-Her about picking up the meat rabbit buck that she had won in the Livestock Bowl
- Typed notice of upcoming 4-H Day at the State Capitol; emailed to 4-Hers, 14-19 years old, inquiring if any would like to participate; cc: leaders (51)
- Prepared list of Cloverbuds by club; sent to Leaders' Association president as requested
- Requested mailing address for Clarke-Frederick Beef Show planning committee member from Frederick County Secretary
- Responded to Dairy leader and parent that I would mail a counselor application as requested (2)
- Entered Lamb/Goat Show donation in Excel; emailed Show Chair of the receipt
- Gave date for fair to Farm Credit representative
- Informed Share-the-Fun Show Director how many acts we had this year
- Requested directions from District IT on how to correct problems with the 4-HPlus program
- Provided leader email for another leader
- Responded to Equine Enthusiast Leader that I was forwarding her email to Susanne who would be able to tell her when projects would be available for pickup; cc: Susanne (2)
- Block and Bridle Horse Judging Contest information to Vo. Ag. Instructors (2)
- Registered 3 4-Hers with Frederick County office for the trip to the State Capitol
- Email to 3 Toastmasters International members to see if they will be able to Judge the Presentation/Public Speaking Contests; requested mailing addresses for them also (3)
- Sent Fashion Revue information to contest Chair; asked if Cloverbud participants needed the forms that the older kids needed
- Verified 4-Her had signed up for the Ewe Flock project
- Informed parent that we did not have a practice for Public Speaking; reminded her of the date/time of Public Speaking and Share-the-Fun as her child would be participating in both
- Share-the-Fun information to the Clarke County Calendar
- Emailed Fair Swine Youth Representative that we needed her acceptance form (attached form)
- Share-the-Fun news release to Clarke Times Daily
- Asked parents to be a room chair for the Presentation Contest in February (6)
- Asked 4-Her to help with the Cloverbuds at the Presentation Contest in February
- Invitation to attend 4-H Share-the-Fun to members and leaders (112)
- Confirmed change in Share-the-Fun act
- Informed Share-the-Fun participants that practice was rescheduled for Friday 4:30-5:30pm (33)
- Youth Swine Day information to leaders and Vo. Ag. Instructors (21)
- 4-H State Wildlife Habitat Education Program (WHEP) Contest information to Outdoor Adventures Leader
- Horse Judging Clinic and Hippology Contest information to Vo. Ag. Instructors, who are the coaches for the Horse Team (2)
- Equi-Smartz Contest information to 2 Vo. Ag. Instructors (horse team coaches) (2)
- Updated Presentation/Public Speaking Judges/Room Chair list to email to Frederick County Program Technician along with Extemporaneous Speech guidelines we'd received; also asked questions about Clarke's responsibilities
- Informed Fashion Revue Contest Chair of a contestant withdrawal
- Confirmed Share-the-Fun was cancelled (2)
- Share-the-Fun cancellation notice to members and leaders (112)
- Notified parent that we updated her email as requested
- Request for narrative to introduce emcee at Share-the-Fun

### **Mailings/Faxes:**

- Edited thank you letter to 4-H donor; mailed letter
- Prepared Summer Camp Counselor/Counselor-in-Training packets; mailed to 23 CIT and 77 Counselors (99)
- Mailed counselor applications as requested (2)
- Prepared Sale's Committee meeting notice as directed by committee chair; mailed (12)
- 4-H Day at the State Capitol information to those without emails (11)
- Prepared memo regarding Fair Rules and Qualifiers to send to the 4-Hers and leaders; mailed to those without email (19)

- Prepared letter; copied/mailed Glenwood Show packet (37)
- Prepared letter to Fashion Revue Contestants; included forms they had to take to the contest; copied/mailed (9)
- Prepared letter to Clarke-Frederick Beef Show committee regarding planning meeting; copied/mailed (14)
- Steer Weigh-in information to Beef committee member
- 4-H club list to parent
- Typed letter and labels to the Fair Livestock Youth Committee Representatives, Department Chairs, and Sales Committee co-chairs; mailed (18)

### **Phone Calls:**

- Verified that the 4-H Craft class was not cancelled
- Contacted parent about picking up meat rabbit buck that his child won in the Livestock Bowl Contest
- Informed Dairy Club leader that their one Senior act could go first for Share-the-Fun so they could attend their basketball game
- Contacted Craft Class Instructor after 2nd call from parent; found out craft class was rescheduled to Saturdays; instructor was given parent's phone number to contact about new schedule
- Talked with Frederick County 4-H Program Technician to set the time for the Clarke-Frederick Beef Show planning meeting
- Answered camp counselor questions (2)
- Contacted Sales Committee Chair about sending out meeting notices
- Talked with parents about county contest entries (13)
- Gave dates and times for Share-the-Fun practice and show
- Confirmed Share-the-Fun emcees (2)
- Received request for copy of the Steer Weigh-in
- Talked with club leader about missing information on County Contest forms and missing enrollment forms for 2 members
- Act withdrew from Share-the-Fun
- Verified which Horse Clubs were still active
- Gave dates for Glenwood & Clarke-Frederick Beef Shows to Vo. Ag. Instructor
- Provided office hours (2)
- Confirmed date and time for Share-the-Fun Contest
- Provided date and time for the Fair Board meeting
- Confirmed practice was cancelled due to the weather (6)
- Verified age of 4-Her for leader
- Called radio stations to announce that Share-the-Fun practice was cancelled (2)
- Leader called to say she needed additional project books; pulled projects needed (2)
- Confirmed that the Share-the-Fun Show was still on for Friday night
- Told Livestock Bowl goat sponsor who the 2 winners were from the fair
- Explained how to determine a 4-Hers age to leader
- Informed callers that the Share-the-Fun Contest had been cancelled due to the weather (5)
- Called the Share-the-Fun Contest Director to let her know the show was cancelled; she will contact the judges
- Talked with Ann Tiedemann to see if John would be able to handle "sound" at another school besides JWMS; yes. Got information about Boyce Elementary School's stage.
- Contacted Boyce School about the possibility of having Share-the-Fun there in February; principal to call me back
- Told leader how years of service one of her assistants had with 4-H
- Gave parent permission to bring Contest Entry forms on Monday (2)

### **Other Tasks:**

- Received: County Contest entry forms (19); enrollment forms (3); camp counselor/CIT applications (6); Glenwood Show entry forms; 4-Her's Health Form; Swine Fair Committee Youth Member's agreement form
- Asked parent of previous 4-H campers if her sons would be interested in being counselors this year; she took applications to ask them and said she'd ask her husband about chaperoning at night
- Gave Out: Contest entry forms and answered questions (2); camp counselor and CIT Applications (2); club project books to leaders (6)
- Told club leader what items they were missing for their club charter; gave her information on what the difference was for a Presentation and Public Speaking



- Delivered a copy of the Share-the-Fun Program to Show Director
- Attended 4-H Leaders' Association meeting (10)
- Met with Sales Committee Chair and Jake about sending out letter to youth representatives and changes decided at the sub-committee meeting
- Received letter from 4-Her about housing her fair animals on someone else's property
- Informed parent that her child's Glenwood entry would need to be signed by the FFA instructor since it is a FFA project
- Verified age of County Contest participants and competition division
- Searched Minnesota and Iowa Extension websites for 4-H project book on Career Exploration
- Prepared mailing labels for campers, Counselor-in-Training, and Counselors from our 2009 and 2010 camp databases and our 4-H member database
- Completed 4-H Dog Programming Survey for state personnel
- Typed mailing labels for the Clarke-Frederick Beef Show
- Gave Susanne email updates and/or corrections for database
- Typed mailing labels for Clarke-Frederick Beef Show Committee and Fashion Revue Contest mailings
- Updated Share-the-Fun entry form to include the combination category
- Share-the-Fun: typed score sheets, program, tally sheets and emcee narrative cards
- Presentation Contest: prepared District summary sheet; prepared mailing labels for contestants; searched intranet for score sheets to download; prepared score sheets for the Clarke County kids; prepared Clarke County chart of judges, room chairs, Cloverbud Assistant and refreshments to send to the Frederick County Program Technician
- Posted receipt of Leaders' Lamb & Goat Show donations
- Completed contest entry forms for Paws-N-Claws members who registered by leaving messages on machine (7)
- Prepared mailing labels for Share-the-Fun participants
- Searched National, Iowa, Virginia, Ohio, and Minnesota websites for the Pet Companions project book
- Imported 4-H leader and member data into Excel to create email and mailing lists for 4-H families
- Searched Intranet for 4-H goat breeding project and Fashion Revue project for Lucky Leaf leader

**Contacts**

**65 Phone Contacts:**

4-H	58
Agriculture	5
Administrative	1
FCS	1

**60 Personal Contacts:**

4-H	57
Agriculture	2
Administrative	1

**899 Email Contacts:**

4-H	749
Agriculture	125
Administrative	22
FCS	3

**279 Letters Sent:**

4-H	226
Agriculture	48
Administrative	5

## **Quarterly Agriculture Program Report**

**Robert A. Clark**  
**Extension Agent, Agriculture**  
**October – December 2010**

### **Activities Related to All Counties:**

- Held an Advisory Committee Meeting with the Shenandoah County Advisory Committee. The primary discussion was about the Shenandoah County farm, meeting Doug Walker (the new county administrator) and the Slug Management Grant. Six people were in attendance.
- Large Animal Mortality Disposal:
  - o Attended a meeting with VDACS and USDA animal health officials to discuss how to manage a potential catastrophic large animal mortality loss.
- Educating Farmers about No-Till:
  - o Evaluated all on-farm cover crop tests (Kibbler aerial, Kibbler test plots, Gochenour, Shillingburg, Day and Sally Gochenour; Light aerial).
  - o Held a farm tour of aerial seeding of cover crops at the County Farm and cover crop test plots at Kibbler farm.
  - o Worked with NRCS and other extension staff to organize a two-day tour of cover crop plots in Pennsylvania. 40 Virginia farmers attended the tour.
  - o Assisted Matt Yancey with organizing the Virginia No-till Alliance.
- Improving farm profitability through alternative energy production
- Nutrient Management Technologies:
  - o Held meetings in Page and Shenandoah Counties to review soil and stalk nitrate test results with farmers. Dr. Tracy Blackmer, with the Iowa Soybean Association On-Farm Network, attended the meetings to educate farmers. 20 people attended the meetings.
- Improving Persistence and Vigor of Orchardgrass
  - o Completed surveys with three farmers for an Orchardgrass Management Survey being conducted by Dr. Ben Tracey.
- Worked with Bowman Apple Products to determine if a food processing by-product can be used as a feed supplement. Currently two farmers have used the product for their cattle.
- Assisted with locating and installing State Wheat Variety Test Plots (located on Bender Farm).
- Worked with Crystal Smith to Organize the Commercial Pesticide Applicator Recertification Class that will be held in January 2011.
- Attended a TMDL workshop in Harrisonburg.
- Organized two crop production schools (one in Boyce and one in Edinburg). 54 farmers attended the meetings. These two meetings also served as private pesticide applicator recertification trainings.
- Organized one private pesticide recertification training that was held at the Alson H. Smith AREC in Stephens City.
- 55 Certified Private Pesticide Applicators received full recertification credit for attending the three recertification trainings that were held in the Northern Shenandoah Valley this fall.

### **Activities Related to Specific Counties:**

#### **Clarke County**

- Farm Visits/Client Contacts: 15/40

#### **Frederick County**

- Farm Visits/Client Contacts: 10/40

#### **Page County**

- Farm Visits/Client Contacts: 40/150
- Attended a Page County Farmers Association annual meeting in Luray.

#### **Shenandoah County**

- Farm Visits/Client Contacts: 100/190
- Attended three Shenandoah County Easement Authority meetings.
- Met with one farmer to educate them about conservation easements.

- Attended two Shenandoah County Farm Advisory Committee meetings.
- Organized a tour of the Shenandoah County Farm for the County Farm Advisory Committee.
- Assisted Shenandoah County with evaluating the feasibility of collecting landfill gas for generating energy.

Warren County

- Farm Visits/Client Contacts: 10/30

<b>Requests for Information Topic</b>	<b>Estimated Number of Requests</b>
Crop Production	45
Forage Production	35
Livestock and Poultry Production	4
Animal Waste Management	20
Municipal/Industrial Waste Management	10
Composting	18
Pond Management	5
Water Quality	10
Pesticides	50
Wildlife	14
National Animal Identification Program	0
Home/Yard/Garden	Master Gardeners Handle
Alternative Agriculture	25
Other	60

# **Quarterly Area Family and Consumer Sciences Programming Report**

**Karen Lynn Poff**

**Senior Extension Agent, Family and Consumer Sciences  
Financial Management, Housing, and Consumer Education**

**Unit Coordinator, Shenandoah County**

**(540) 459-6140; [kpoff@vt.edu](mailto:kpoff@vt.edu)**

**October to December 2010**

## **Public Speaking/Presentations (Up to 2 ½ Hours)**

- Save Energy, Save Money (two programs) – Shenandoah County
- Money Management Clinics (three programs) – Frederick\*, Shenandoah, and Warren Counties
- Fringe Banking and Predatory Lending – Frederick County
- My Money: Budgeting My Money – Warren County
- Debtor Education Class (three programs) – Frederick\* and Shenandoah Counties

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

- Money Wise Series (three sessions) – All Counties (Regional Jail)
- Money Wise Series with Habitat for Humanity (six sessions) – Frederick County

## **Exhibits/Displays/Community Events**

- None

## **Additional Accomplishments**

- Work with Massanutten Regional Governor's School students on High Tunnel Grant Project.
- "County Conversations" Cable TV Program – Holiday Spending Plans – Shenandoah County
- Living Well Blog (Northern Virginia Daily) – Identity Theft, Reduce Your Risk – All Counties
- WSVA Radio FCS Report – Identity Theft – All Counties
- "County Conversations" Cable TV Program – New Year's Financial Resolutions – Shenandoah County
- Living Well Blog (Northern Virginia Daily) – Are You Ready for a Winter Storm? – All Counties
- Living Well Blog (Northern Virginia Daily) – Take Action During Radon Action Month – All Counties

## **Professional Development**

- Addressing the Needs of Older Adults and Caregivers, Richmond
- Writing Successful Grants, FCI Online Class
- Cooperative Extension Search Engine Webinar
- Family Financial Management Evaluation Work Session (Leader)
- VHDA Homebuyer Education Training, Herndon

\* Program cancelled due to lack of participants.

# Quarterly Area Family and Consumer Sciences Programming Report

**Karen A. Ridings, M.S., R.D.**  
**Extension Agent, Family Consumer Sciences**  
**Unit Coordinator, Frederick County**  
**(540) 665-5699**

**October - December 2010**

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## **October 2010**

- ELC Showcase Dinner
- Canning class at Clarke County Parks and Recreation
- 1 Northern Virginia Daily blog posting: - Growing Our Children Through 4-H
- Presentation on Childhood Obesity to Frederick and Clarke County's Day Care Operators
- Presentation to Laurel Center Clients on Nutrition and Menu Planning
- VT Sponsored Trainings: Caregiver Training; Early Childhood Outdoor Education Training
- Frederick County Community Services Council meeting
- Provide information to public via phone and email
- Unit Coordinator duties and related VT duties

## **November 2010**

- Participated in Frederick County Middle School Wellness Fair
- Presentation on Sports Nutrition to Shenandoah University Students (Outdoor Adventure Program)
- Frederick County Community Services Council meeting
- 2 Northern Virginia Daily blog postings: Holiday Shopping on a Budget; Thanksgiving: Getting Ready for the Best Meal of the Year
- Attended Northern District Conference meeting
- New Committee Assignment: Working with agents to improve menu at 4-H Camp center by offering local foods
- 2 VT Training: Master Food Volunteer; Healthy Weights for Healthy Kids
- Provide information to public via phone and email
- Unit Coordinator duties and related VT duties

## **December 2010**

- Senior Center Presentation - Nutrition for Alzheimer's Group
- 1 Northern Virginia Daily blog posting: Staying Healthy and Enjoying Life Over 50
- Meetings: Committee for 4-H Camp Menu Project; VT Restructuring Overview; Community Services Council Board
- Presented 8 hour ServSafe Class
- Presentation to ROCK group (Support Group for Grandparents Raising Grandchildren): Cooking with Children
- Provide information to public via phone and email
- Unit Coordinator Duties including budget preparation and VT Related Duties

**Clarke**

**lwalburn@clarkecounty.gov**

± Font Size :-

## December Passenger Counts

**From :** Pam Forshee <pam@vatransit.org>  
**Subject :** December Passenger Counts  
**To :** Lora Walburn <lwalburn@clarkecounty.gov>

Tue, Jan 11, 2011 10:10 AM

### MONTHLY PASSENGERS

December-10

Location	Region	Route	TOTAL
CLRK	NW	Demand Response Clark County	122

This month included 3 holidays and 2 days of snow.

Thanks,  
*Pam Forshee*



**Virginia Regional Transit**

*Transit Manager, Loudoun*

*Phone: 540-338-1610*

*Toll Free: 877-777-2708*

*Fax: 703-777-9370*

*Email: [pam@vatransit.org](mailto:pam@vatransit.org)*



# NACo Prescription Drug Discount Card Program

## Clarke County, VA

MONTH	TOTAL	PLAN PRICED	% OF PLAN PRICED	RETAIL PRICED	% OF RETAIL PRICED	MEMBER COST	AVG MEMBER COST	RETAIL SUBMITTED PRICE	AVG RETAIL SUBMITTED PRICE	PRICE SAVINGS	AVG PRICE SAVINGS	% OF PRICE SAVINGS	TOTAL UTILIZERS
<b>2010</b>													
DECEMBER	55	23	41.82%	32	58.18%	\$ 2,005.08	\$ 36.46	\$ 2,383.14	\$ 43.33	\$ 378.06	\$ 6.87	15.86%	22
NOVEMBER	67	33	49.25%	34	50.75%	\$ 2,172.36	\$ 32.42	\$ 2,808.94	\$ 41.92	\$ 636.58	\$ 9.50	22.66%	26
OCTOBER	66	30	45.45%	36	54.55%	\$ 1,596.40	\$ 24.19	\$ 1,936.49	\$ 29.34	\$ 340.09	\$ 5.15	17.56%	27
SEPTEMBER	64	34	53.13%	30	46.88%	\$ 2,523.48	\$ 39.43	\$ 3,119.02	\$ 48.73	\$ 595.54	\$ 9.31	19.09%	31
AUGUST	57	28	49.12%	29	50.88%	\$ 1,436.40	\$ 25.20	\$ 1,811.66	\$ 31.78	\$ 375.26	\$ 6.58	20.71%	25
JULY	55	20	36.36%	35	63.64%	\$ 1,246.77	\$ 22.67	\$ 1,551.07	\$ 28.20	\$ 304.30	\$ 5.53	19.62%	25
JUNE	78	32	41.03%	46	58.97%	\$ 2,652.88	\$ 34.01	\$ 3,216.62	\$ 41.24	\$ 563.74	\$ 7.23	17.53%	26
MAY	66	30	45.45%	36	54.55%	\$ 1,779.53	\$ 26.96	\$ 2,184.36	\$ 33.10	\$ 404.83	\$ 6.13	18.53%	23
APRIL	64	23	35.94%	41	64.06%	\$ 1,835.64	\$ 28.68	\$ 2,178.97	\$ 34.05	\$ 343.33	\$ 5.38	15.76%	24
MARCH	62	32	51.61%	30	48.39%	\$ 2,123.09	\$ 34.24	\$ 2,756.74	\$ 44.46	\$ 633.65	\$ 10.22	22.99%	24
FEBRUARY	53	25	47.17%	28	52.83%	\$ 1,488.40	\$ 28.27	\$ 1,807.08	\$ 34.10	\$ 308.68	\$ 5.82	17.08%	27
JANUARY	64	35	54.69%	29	45.31%	\$ 2,182.21	\$ 34.10	\$ 2,752.89	\$ 43.01	\$ 570.68	\$ 8.92	20.73%	28
<b>2009</b>													
DECEMBER	49	21	42.86%	28	57.14%	\$ 1,548.91	\$ 31.61	\$ 1,959.42	\$ 39.99	\$ 410.51	\$ 8.38	20.95%	18
NOVEMBER	42	22	52.38%	20	47.62%	\$ 1,191.89	\$ 28.38	\$ 1,524.58	\$ 36.30	\$ 332.69	\$ 7.92	21.82%	17
OCTOBER	52	30	57.69%	22	42.31%	\$ 1,762.73	\$ 33.90	\$ 2,192.93	\$ 42.17	\$ 430.20	\$ 8.27	19.62%	19
SEPTEMBER	53	35	66.04%	18	33.96%	\$ 2,273.58	\$ 42.90	\$ 2,952.27	\$ 55.70	\$ 678.69	\$ 12.81	22.99%	19
AUGUST	54	34	62.96%	20	37.04%	\$ 1,607.26	\$ 29.76	\$ 2,145.59	\$ 39.73	\$ 538.33	\$ 9.97	25.09%	22
JULY	63	41	65.08%	22	34.92%	\$ 1,967.40	\$ 31.23	\$ 2,643.67	\$ 41.96	\$ 676.27	\$ 10.73	25.58%	20
JUNE	59	37	62.71%	22	37.29%	\$ 1,770.81	\$ 30.01	\$ 2,424.22	\$ 41.09	\$ 653.41	\$ 11.07	26.95%	19
MAY	57	34	59.65%	23	40.35%	\$ 1,733.23	\$ 30.41	\$ 2,276.23	\$ 39.93	\$ 543.00	\$ 9.53	23.86%	22
APRIL	69	40	57.97%	29	42.03%	\$ 2,002.95	\$ 29.03	\$ 2,585.92	\$ 37.48	\$ 582.97	\$ 8.45	22.54%	24
MARCH	74	44	59.46%	30	40.54%	\$ 2,519.02	\$ 34.04	\$ 3,234.77	\$ 43.71	\$ 715.75	\$ 9.67	22.13%	24
FEBRUARY	58	36	62.07%	22	37.93%	\$ 1,733.11	\$ 29.88	\$ 2,282.42	\$ 39.35	\$ 549.31	\$ 9.47	24.07%	24
JANUARY	74	39	52.70%	35	47.30%	\$ 2,536.16	\$ 34.27	\$ 3,158.16	\$ 42.68	\$ 622.00	\$ 8.41	19.70%	28
<b>2008</b>													
DECEMBER	87	53	60.92%	34	39.08%	\$ 3,348.78	\$ 38.49	\$ 4,477.26	\$ 51.46	\$ 1,128.48	\$ 12.97	25.20%	30
NOVEMBER	53	27	50.94%	26	49.06%	\$ 1,843.57	\$ 34.78	\$ 2,400.18	\$ 45.29	\$ 556.61	\$ 10.50	23.19%	24
OCTOBER	60	38	63.33%	22	36.67%	\$ 2,546.82	\$ 42.45	\$ 3,287.23	\$ 54.79	\$ 740.41	\$ 12.34	22.52%	24
SEPTEMBER	70	46	65.71%	24	34.29%	\$ 3,713.13	\$ 53.04	\$ 4,679.35	\$ 66.85	\$ 966.22	\$ 13.80	20.65%	28

AUGUST	66	42	63.64%	24	36.36%	\$ 3,287.82	\$ 49.82	\$ 4,019.43	\$ 60.90	\$ 731.61	\$ 11.09	18.20%	26
JULY	60	37	61.67%	23	38.33%	\$ 2,669.95	\$ 44.50	\$ 3,347.28	\$ 55.79	\$ 677.33	\$ 11.29	20.24%	22
JUNE	60	34	56.67%	26	43.33%	\$ 3,240.96	\$ 54.02	\$ 3,908.08	\$ 65.13	\$ 667.12	\$ 11.22	17.07%	24
MAY	65	38	58.46%	27	41.54%	\$ 3,163.26	\$ 48.67	\$ 3,958.91	\$ 60.91	\$ 795.65	\$ 12.24	20.10%	25
APRIL	61	35	57.38%	26	42.62%	\$ 3,108.55	\$ 50.96	\$ 3,836.84	\$ 62.90	\$ 728.29	\$ 11.94	18.98%	25
MARCH	58	38	65.52%	20	34.48%	\$ 3,112.16	\$ 53.66	\$ 3,899.27	\$ 67.23	\$ 787.11	\$ 13.57	20.19%	27
FEBRUARY	49	33	67.35%	16	32.65%	\$ 1,914.59	\$ 39.07	\$ 2,509.45	\$ 51.21	\$ 594.86	\$ 12.14	23.70%	25
JANUARY	62	45	72.58%	17	27.42%	\$ 3,678.63	\$ 59.33	\$ 4,545.87	\$ 73.32	\$ 867.24	\$ 13.99	19.08%	29
<b>2007</b>													
DECEMBER	77	45	58.44%	32	41.56%	\$ 3,775.67	\$ 49.03	\$ 4,635.97	\$ 60.21	\$ 860.30	\$ 11.17	18.56%	27
NOVEMBER	82	62	75.61%	20	24.39%	\$ 3,606.38	\$ 43.98	\$ 4,649.85	\$ 56.71	\$ 1,043.47	\$ 12.73	22.44%	29
OCTOBER	64	42	65.63%	22	34.37%	\$ 3,130.45	\$ 48.91	\$ 4,017.83	\$ 62.78	\$ 887.40	\$ 13.87	22.09%	27
SEPTEMBER	67	56	83.58%	11	16.42%	\$ 3,320.32	\$ 49.56	\$ 4,217.52	\$ 62.95	\$ 897.20	\$ 13.39	21.27%	26
AUGUST	68	49	72.06%	19	27.94%	\$ 2,636.53	\$ 38.77	\$ 3,362.62	\$ 49.45	\$ 726.09	\$ 10.68	21.59%	25
JULY	78	59	75.64%	19	24.36%	\$ 3,948.01	\$ 50.62	\$ 4,878.17	\$ 62.54	\$ 930.16	\$ 11.93	19.07%	34
JUNE	78	57	73.08%	21	26.92%	\$ 3,462.17	\$ 44.39	\$ 4,083.51	\$ 52.35	\$ 621.34	\$ 7.97	15.22%	33
MAY	82	64	78.05%	18	21.95%	\$ 3,970.62	\$ 48.42	\$ 4,835.86	\$ 58.97	\$ 865.24	\$ 10.55	17.89%	32
APRIL	61	51	83.61%	10	16.39%	\$ 3,637.85	\$ 59.64	\$ 4,355.30	\$ 71.40	\$ 717.45	\$ 11.76	16.47%	26
MARCH	80	55	68.75%	25	31.25%	\$ 3,479.59	\$ 43.49	\$ 4,170.90	\$ 52.14	\$ 691.31	\$ 8.64	16.57%	36
FEBRUARY	67	53	79.10%	14	20.90%	\$ 3,280.51	\$ 48.96	\$ 3,942.56	\$ 58.84	\$ 662.05	\$ 9.88	16.79%	28
JANUARY	82	58	70.73%	24	29.27%	\$ 3,742.19	\$ 45.64	\$ 4,445.60	\$ 54.21	\$ 703.41	\$ 8.58	15.82%	32
<b>2006</b>													
DECEMBER	76	54	71.05%	22	28.95%	\$ 3,604.60	\$ 47.43	\$ 4,268.94	\$ 56.17	\$ 664.34	\$ 8.74	15.56%	37
NOVEMBER	57	45	78.95%	12	21.05%	\$ 2,315.33	\$ 40.62	\$ 2,731.80	\$ 47.93	\$ 416.47	\$ 7.31	15.25%	27
OCTOBER	70	60	85.71%	10	14.29%	\$ 2,986.55	\$ 42.67	\$ 3,672.60	\$ 52.47	\$ 686.05	\$ 9.80	18.68%	29
SEPTEMBER	65	58	89.23%	7	10.77%	\$ 2,839.86	\$ 43.69	\$ 3,448.10	\$ 53.05	\$ 608.24	\$ 9.36	17.64%	24
AUGUST	57	47	82.46%	10	17.54%	\$ 2,660.49	\$ 46.68	\$ 3,248.91	\$ 57.00	\$ 588.42	\$ 10.32	18.11%	24
JULY	55	47	85.45%	8	14.55%	\$ 2,716.66	\$ 49.39	\$ 3,219.42	\$ 58.53	\$ 502.76	\$ 9.14	15.62%	26
JUNE	34	32	94.12%	2	5.88%	\$ 1,601.85	\$ 47.11	\$ 1,977.05	\$ 58.15	\$ 375.20	\$ 11.04	18.98%	21
<b>TOTALS:</b>	3,506	2,218	63.26%	1,288	36.74%	\$ 176,918.84			\$ 50.46	\$ 34,875.70	\$ 9.95	19.71%	1,416.00

Column Headers from left to right:

- Total Rx's: This is the total number of Rx's that were adjudicated or attempted to adjudicate through the use of the card (the explanation of the next couple of headers will help explain the necessity of this column).
- Plan Priced Rx's: Caremark tracks all attempts to use the cards including when the pharmacy offers a lower price than the card can give. This is usually when the pharmacy sells a drug at cost or below cost to create foot traffic for the pharmacy or under a special purchase arrangement. This is the amount of Rx's that the card gave the best price vs. the pharmacy.
- % Plan Priced Rx's: What percentage of the total attempted Rx's adjudicated via best price with the card.
- Retail Priced Rx's: How many prescriptions where the pharmacy had a lower price.
- % Retail Priced Rx's: Percentage of Rx's where the pharmacy had a lower price.
- Total Drug Cost: All prescriptions totaled together at their card discount prices.
- Average Drug Cost: Average Drug Cost per Rx at the card discounted price.
- Retail Submitted Price: What the price would have been if the prescriptions weren't filled with the card.
- Average Retail Submitted Price: Average Per Prescription price if the card wasn't presented at a discount.
- Price Savings: Total dollar savings for all Rx's filled with the card.
- Average Price Savings: Average price savings per prescription.
- % Price Savings: Percentage price savings per prescription.



13. Total Utilizers: This is the total amount of people who represent the total amount of prescriptions *i.e.* some people fill multiple prescriptions. This gives you an indication of how many residents you are helping.

As always, if you have questions, don't hesitate to contact me. Thank you for being a member county, borough or parish and participating in this member program.

Andrew Goldschmidt  
Director, Membership/Marketing  
NACO—National Association of Counties