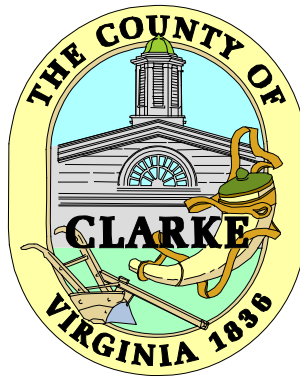


Clarke County Board of Supervisors



April 19, 2011 Regular Meeting Packet



Clarke County Board of Supervisors Regular Meeting Agenda

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

April 19, 2011

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3) Rappahannock Electric Cooperative Update by Kent Farmer, Matt Faulconer, and John Crawford	7
4) Clarke County School Board Update	10
5) Northwestern Regional Jail Authority Request for Approval of Resolution Of The Board Of Supervisors Of Clarke County Virginia, Consenting To The Issuance Of Revenue Obligations By The Northwestern Regional Jail Authority Pursuant To The Second Amended And Restated Regional Jail Agreement And Other Matters In Connection Therewith	11
6) Approval of Minutes	
– March 1, 2011 Budget Work Session	17
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– April 5, 2011 FY2012 Budget and Calendar Year 2011 Tax Rate Public Hearing	51
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7) Consent Agenda	69
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– Agreement Between Clarke County and Shenandoah Farms Sanitary District	72
8) Citizen's Comment Period	75
9) Special Event Permit: Historic Long Branch Rock N River Festival June 4, 2011	76
10) Board of Supervisors Personnel Committee	136
– Expiration of Term for appointments expiring through June 2011. Action: Approve Personnel Committee recommendations.	139
– Appointee Information Feedback Update. Action: Information only.	145
– Sesquicentennial Committee Appointment. Action: Information only.	148
– Recommendation to Require Annual Audit or 990 filing. Action: Information only.	138
11) Board of Supervisors Work Session	150
– Access Independence Proclamation of disAbilities Awareness Week 2011 Action: Information only.	154
– Crossover Discussion with VDOT. Action: Discussion continued. See Item 21.	156, 236

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

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Clarke County Board of Supervisors Regular Meeting Agenda

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

April 19, 2011

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– Fee for Service. Action: Information only.	150
– Line of Duty. Action: Information only.	151
– Double Tollgate Planning Project and CIG Application Materials. Action: Information only.	157
– Request for Local Government Certification Eviction Defense Representation in the Shenandoah Valley. Action: Information only.	159
– Closed Sessions Items. Action: No action was taken on matters discussed in closed session.	151
o Senior Center Update	
o Personnel Budget Matters	
12) Board of Supervisors Finance Committee	160
– Transfers. Action: The Finance Committee recommends <i>"Be it resolved that \$2,000 be transferred from Planning Administration to the Historic Preservation Commission for the purpose of covering planned and existing expenditures on professional services."</i>	160
– Software Integration Study. Action: The Finance Committee recommends that the Joint Administrative Services Board arrange a visit to a community, preferably our size and in the Commonwealth, to learn more about the costs and benefits of such a system.	160
– FY 12 Budget Changes. Action: Budget changes were discussed and have been acted upon by the Board of Supervisors on April 12.	160
– School Supplemental Appropriation Request. The Finance Committee was informed of an expected request by the School Board to recognize additional State and Federal funding in the form of a supplemental appropriation. The School Board was to take up this request at a meeting on April 13. The expected action is as follows: <i>"Be it resolved that the School Board hereby requests of the Board of Supervisors an FY 11 budgeted expenditure increase and supplemental appropriation of \$94,028, and the recognition of additional revenue from the Federal and State governments in the same amount, these funds to be used as follows:</i>	160
o Increase contingency for annual leave payouts, etc \$57,503.00	
o Software purchase \$14,000.00	
o Purchased Services athletics \$7,000.00	
o Vehicle Maintenance Supplies \$6,500.00	
o School Supplies \$9,025.00	
o TOTAL \$94,028.00	
– School Debt Service Shortfall. The Finance Committee was informed that the interest earnings on the bond proceeds for the high school estimated to be \$124,000 less than budgeted. The committee proposed no action at this time pending additional information regarding the status of County accounts at year end Fiscal 2011.	160
– Acceptance of March 2011 Bills and Claims. Action: Finance Committee recommends acceptance.	163, 186

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

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Clarke County Board of Supervisors Regular Meeting Agenda

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

April 19, 2011

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– Standing Reports: Reconciliation of Appropriations, General Fund Balance, General Fund Expenditure Summary, General Fund Bills and Claims.	183, 186
13) Government Projects Update	208
14) Miscellaneous	209
15) Summary Of Required Action	210
16) Closed Session <i>[as necessary]</i>	211
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Evening Session 6:30 PM	
18) Citizen's Comment Period	213
19) PH 11-10: CC-11-03 Chapter 40 Voting Districts	214
20) PH 11-07: VDOT Secondary Six-Year Plan 2011 – 2017 and Construction Budget 2011-2012	229
21) VDOT	
– Monthly Update	235
– Continued Discussion Route 7 Crossover Recommendations	236
– FY2012-2017 Six-Year Improvement Program Discussion	241
22) Adjournment	245
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Reports in April Packet:	
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2. Commissioner of the Revenue	253
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4. Virginia Transit Report	267
5. Energy Management Update	268

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

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Clarke County Board of Supervisors

Call To Order

Clarke County Board of Supervisors

Adoption of Agenda

Clarke County Board of Supervisors

Rappahannock Electric Cooperative Update

by Kent Farmer, Matt Faulconer, and John Crawford

Clarke

dash@clarkecounty.gov

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RE: Meeting with Clarke County Board of Supervisors

From : Matt Faulconer <mattf@myrec.coop>

Thu, Mar 10, 2011 08:57 AM

Subject : RE: Meeting with Clarke County Board of Supervisors

To : David Ash <dash@clarkecounty.gov>

David,

I just realized that I had not confirmed with you regarding afternoon or evening. Either one works, but afternoon would be better. Mr. Shipe plans to attend as well.

Thanks,

Matt

From: David Ash [mailto:dash@clarkecounty.gov]

Sent: Friday, February 25, 2011 9:07 AM

To: Matt Faulconer

Subject: Re: Meeting with Clarke County Board of Supervisors

Matt, I think the April meeting will be fine. I know that recent outages have prompted some of the interest as they continue to occur despite your enhanced efforts to clear right of way. Also, the Board members commented that they have been the recipients of several comments about the costs and community members expectations that rate increases had been buffered. Finally, they would like to have a quick lesson in how the coop is different from a typical utility company and hope that Mr. Sipe, our local board member can be present as well.

We meet in both the afternoon and evenings. Would one or the other work better for Rappahannock?

Let me know and we will try and tie the time down more closely as we prepare the agenda for the April Meeting.

Dave

David Ash, County Administrator
101 Chalmers Court
Berryville, Virginia 22611

(540) 955-5100

(540) 955-5175 Fax

dash@clarkecounty.gov

From: "Matt Faulconer" <mattf@myrec.coop>

To: dash@clarkecounty.gov

Cc: "Jeff Hinson" <jhinson@myrec.coop>

Sent: Wednesday, February 23, 2011 4:55:46 PM

Subject: FW: Meeting with Clarke County Board of Supervisors

David,

I hope you are doing well. Jeff asked me to follow-up with you concerning your board's request. REC will be glad to attend the board meeting either month. Our CEO would like to participate, but is not available until the April meeting. Is that soon enough? Let me know and we will reserve whichever date works better for you.

Take care,

Matt

Matt Faulconer
Director of Government and Community Relations
Rappahannock Electric Cooperative
P.O. Box 7388
Fredericksburg, VA 22404
(540) 891-5913

From: David Ash [mailto:dash@clarkecounty.gov]
Sent: Wednesday, February 16, 2011 11:12 AM
To: Jeff Hinson
Subject: Meeting with Clarke County Board of Supervisors

Good Morning Jeff,

My Board has asked that I try and get someone from Rappahannock to come to a Board meeting in March or April to discuss the causes of what have been perceived to be more frequent than normal power outages, unexpectedly higher bills and an explanation on how the coop board works. It was suggested that Mr. Shipe be specifically invited as he represents the area.

The Board meets on March 15 and April 19 beginning at 1:00 PM. Let me know if either of these dates are possible. Give me a call if you have any questions about the request to meet.

Dave

David Ash, County Administrator
101 Chalmers Court
Berryville, Virginia 22611

(540) 955-5100
(540) 955-5175 Fax
dash@clarkecounty.gov

Clarke County Board of Supervisors

Clarke County Public Schools School Board Update

Clarke

dash@clarkecounty.gov

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Re: Regional Jail Energy Savings Contract Proposal

From : David Ash <dash@clarkecounty.gov>
Subject : Re: Regional Jail Energy Savings Contract Proposal
To : Bruce Conover <bconover@co.frederick.va.us>

Tue, Feb 22, 2011 01:30 PM

Major, the Clarke County BOS meets on March 15 and April 19. Meeting begin at 1:00 PM and we also have evening sessions that begin at 6:30 PM.

Let me know if either of these dates works. If not, we may be able to use a work session, although the Board does not usually take action at these meetings, the presentation could be made and action taken at the following BOS meeting without need of additional presentation.

Dave

David Ash, County Administrator
101 Chalmers Court
Berryville, Virginia 22611

(540) 955-5100
(540) 955-5175 Fax
dash@clarkecounty.gov

From: "Bruce Conover" <bconover@co.frederick.va.us>
To: "John R. Riley" <jriley@co.frederick.va.us>, citymanager@ci.winchester.va.us, "Katie Heritage" <katie.heritage@fauquiercounty.gov>, "David Ash" <dash@clarkecounty.gov>
Cc: ckulp@hutton.com, "Kathy Sasser (Cpt)" <IMCEAMS-Windows_ADMIN_KSASSER@co.frederick.va.us>
Sent: Tuesday, February 15, 2011 4:52:54 PM
Subject: Regional Jail Energy Savings Contract Proposal

In October 2010, Siemens submitted an Energy Performance Contract proposal for the Regional Jail recommending an energy savings investment of \$514,312 to achieve a guaranteed annual energy cost savings of \$55,549. The investments included replacement of light ballasts, fixtures and bulbs in the Main Jail as well as a variety of water savings enhancements throughout the facility. The Siemens contract guarantees the annual savings to equal the annual cost of the project over its life. Because of the guarantee clause, there are no new costs to the participating jurisdictions. A general description of the proposed work is attached.

At its January 2011 meeting, the Regional Jail Authority voted to accept the proposal and agreed to financing the cost of the project over 15 years. The lowest financing costs available are through the VRA Bond Pool. VRA requires the appointment of a Bond Counsel to participate and we have selected Mr. Chris Kulp of Hunton & Williams to advise us. After his review of the Restated Jail Agreement, Mr. Kulp advises that we must obtain the formal approval of all four (4) participating jurisdictions as soon as possible but not later than April 29. Mr. Kulp will prepare the necessary resolutions and supporting documentation for presentation to your respective Boards and Council.

For planning purposes I ask that you provide a date for presentation to your respective governing bodies. In the interim, I remain available to answer whatever questions or concerns you may have. Bruce

Bruce R. Conover
Superintendent
Northwestern Regional
Adult Detention Center
141 Fort Collier Road
Winchester, VA 22601
(540) 665-6374

Northwestern Regional Jail Detention Center **Energy Performance Contract Proposal**

(March 10, 2011)

- In October 2010, Siemens submitted an Energy Performance Contract proposal recommending a \$514,312 investment in lighting and water savings measures at the Regional Jail to achieve an annual savings of \$55,499 to \$86,133 over the life of the 15-year proposed contract.
- The proposal is consistent with Virginia Department of Mines, Minerals, and Energy (DMME) standards and was received concurrent with a similar proposal accepted by Frederick County.
- The proposal includes provisions to replace lights, ballasts and fixtures throughout the Main Jail building, bringing the Jail into compliance with the Department of Energy (DOE) mandate to phase out all T12 bulbs and ballasts by 2012. The work proposed also includes re-commissioning the Jail's boilers to eliminate the short cycling, excessive wear and energy waste now occurring. Water saving measures include the installation of spray nozzles and replacement of ice machine heat exchangers in the Jail's kitchen and the addition of an Ozone Applicator to the Facility's commercial laundry system.
- The proposal guarantees a savings of at least 495,409 kWh of electricity; 8,401 ccf of natural gas; and 794,700 gallons of water annually. Certification of savings will occur annually and any shortfalls will be reimbursed by the Energy Services Company (ESCO) each year over the life of the 15-year contract.
- The Regional Jail Authority voted to accept the proposal at its January 2011 meeting and agreed to financing the project's cost over 15 years. The Regional Jail Authority has decided to pursue financing through the Virginia Resources Authority (VRA) Spring 2011 Bond Pool Program. Although bond pool rates will not be set until final VRA pricing scheduled for mid-May, VRA estimates a true interest cost of approximately 4.5% based on current market rates. VRA has recommended a true interest cost pricing parameter of 5.0% or 5.5%. Based on a maximum true interest cost parameter of 5.5%, annual debt service would not exceed \$86,133.
- VRA has recommended a maximum principal amount of \$575,000 as a pricing parameter. This amount includes construction costs of \$514,312, local bond counsel costs of approximately \$18,000, local attorney fees of \$5,000 and VRA-related costs of issuance of approximately \$22,500.

- The Regional Jail Authority's restated Jail Service Agreement requires that all participating jurisdictions consent by resolution prior to the Authority's incurrence of additional indebtedness (such as the Regional Jail Authority's bond to be issued as evidence of the loan from VRA).
- The attached resolution has been prepared by the Regional Jail Authority's local bond counsel for the approval of all four (4) participating jurisdictions. This resolution includes changes requested by VRA to address three primary points: (1) the repayment obligations of each participating jurisdiction under the Jail Service Agreement will constitute not only a payment obligation to the Regional Jail Authority but also a payment obligation running to VRA to the extent of debt service due on the loan from VRA, (2) VRA is to be made a third-party beneficiary under the Jail Service Agreement and, as a bondholder, will have consent rights over future changes or amendments to the Jail Service Agreement, (3) VRA may exercise remedies under the State-Aid Intercept program (set out in the VRA Act) against any participating jurisdiction in the unlikely event that such participating jurisdiction fails to make payments under the Jail Service Agreement resulting in a payment default by the Regional Jail Authority under its bond issued to VRA.
- VRA has indicated that these resolution requirements are pre-conditions to VRA's agreeing to make the loan to the Regional Jail Authority.

Bruce R. Conover
Superintendent
(540) 665-6374 ext 2204

Clarke County Board of Supervisors



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

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

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

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

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

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

RESOLUTION OF THE BOARD OF SUPERVISORS OF CLARKE COUNTY VIRGINIA, CONSENTING TO THE ISSUANCE OF REVENUE OBLIGATIONS BY THE NORTHWESTERN REGIONAL JAIL AUTHORITY PURSUANT TO THE SECOND AMENDED AND RESTATED REGIONAL JAIL AGREEMENT AND OTHER MATTERS IN CONNECTION THEREWITH 2011-**R

WHEREAS, the Counties of Clarke, Fauquier and Frederick, Virginia, and the City of Winchester, Virginia (collectively, the "Participating Jurisdictions"), have created the Northwestern Regional Jail Authority (the "Authority") pursuant to Chapter 3, Article 3.1 of Title 53.1 (the "Act") of the Code of Virginia, 1950, as amended (the "Code"), for purposes of owning and operating the Northwestern Regional Adult Detention Center (the "Regional Jail");

WHEREAS, the Participating Jurisdictions and the Authority have entered into a Second Amended and Restated Regional Jail Agreement dated as of June 1, 2005 (the "Jail Agreement"), providing for the ownership, operation and financing of the Regional Jail;

WHEREAS, the Authority proposes to undertake certain capital improvements to the Regional Jail, consisting of various energy conservation and performance improvements (the "Project");

WHEREAS, to finance the Project, the Authority proposes to issue an additional series of Obligations (as defined in the Jail Agreement) (the "2011 Obligations") payable from and secured by amounts derived from the below-described Participating Jurisdiction Obligations in accordance with the terms of the Act and the Jail Agreement;

WHEREAS, pursuant to Sections 4 and 6.F. of the Jail Agreement, the Participating Jurisdictions have each agreed to pay to the Authority amounts sufficient to pay when due its respective share of the principal of and interest on the Obligations, including the 2011 Obligations, based upon the "Allocation Formula" set forth in Section 4.A. of the Jail Agreement as such Allocation Formula may be adjusted pursuant to Section 6.F. in the event the Authority lacks sufficient funds to pay scheduled debt service on the Obligations or certain other costs (the "Participating Jurisdiction Obligations");

WHEREAS, the Authority has determined it is in the best interest of the Authority to sell the 2011 Obligations to the Virginia Resources Authority ("VRA"); and

WHEREAS, the Authority has requested the consent of the Participating Jurisdictions to the issuance of the 2011 Obligations as provided in Section 3 of the Jail Agreement and VRA has required the Participating Jurisdictions to enter into certain agreements and to acknowledge certain matters as conditions to VRA's purchase of the 2011 Obligations;

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

1. The Board approves and consents to the undertaking of the Project, the issuance of the 2011 Obligations by the Authority in a principal amount not to exceed [\$575,000] in accordance with Section 3 of the Jail Agreement, the use of the proceeds of the 2011 Obligations to finance the Project and the costs of issuance related to the 2011 Obligations and the sale of the 2011 Obligations to VRA.
2. The Board (i) acknowledges that the 2011 Obligations will be payable from and secured by amounts derived pursuant to the Participating Jurisdiction Obligations, (ii) acknowledges that VRA would not purchase the 2011 Obligations without the security and credit enhancement provided by the Participating Jurisdiction Obligations, (iii) acknowledges that both the 2011 Obligations and the Participating Jurisdiction Obligations are "local obligations" within the meaning of Section 62.1-199 of the Code, (iii) agrees that VRA is a third party beneficiary of the Jail Agreement, and (iv) agrees that the Jail Agreement may not be modified or amended without VRA's prior written consent.
3. For purposes of Section 265(b)(3)(C)(iii) of the Internal Revenue Code of 1986, as amended, the County irrevocably agrees that the amount of the 2011 Obligations shall be allocated to each Participating Jurisdiction in the same proportion that each Participating Jurisdiction has been allocated payment responsibilities under the "Allocation Formula," determined for Fiscal year ending June 30, [2012], under the Jail Agreement with respect to the 2011 Obligations.
4. The County Administrators hereby authorized and directed to execute and deliver such other documents as are necessary to enable the Authority to finance the costs of the Project, including, but not limited to, any agreements or certificates requested by VRA. Any other County official so designated by the County Administrator is hereby similarly authorized and directed to execute and deliver such other documents.
5. All other acts of the officers of the County, heretofore or hereafter taken, that are in conformity with the purposes and intent of this Resolution and in furtherance of the issuance and sale of the 2011 Obligations by the Authority and the undertaking of the Project, are hereby approved, ratified and confirmed.
6. Nothing in this Resolution or in the Jail Agreement is or shall be deemed to be a lending of the credit of the County or other Participating Jurisdictions to the Authority or to any holder of any of the 2011 Obligations or to any other person, and nothing herein contained is or shall be deemed to be a pledge of the faith and credit or the taxing power of the County or the other Participating Jurisdictions within the meaning of the Constitution of Virginia.
7. This Resolution shall take effect immediately.

Members of the Board of Supervisors voted as follows on the adoption of this resolution on this 19th day of April 2011: Byrd-___, Dunning-___, Hobert-___, Staelin-___, Weiss-___

Attest:

David Ash, Clerk

CLARKE COUNTY BOARD OF SUPERVISORS
March 1, 2011 Budget Work Session 7:00 p.m.
Meeting Room AB

At a budget work session of the Clarke County Board of Supervisors held in the Main Meeting Room, 2nd Floor Berryville Clarke County Joint Government Center, 101 Chalmers Court, 2nd Floor, Berryville, Virginia on Tuesday, March 1, 2011.

Board of Supervisors Members Present

J. Michael Hobert; John Staelin; David Weiss

Board of Supervisors Members Absent

Barbara Byrd; A. R. Dunning, Jr.;

School Members Present

Janet Alger; Robina Rich Bouffault; Barbara Lee

Staff Present

Sheriff Anthony Roper, Dr. Michael Murphy, Rick Catlett, David Ash, Tom Judge, Lora Walburn

Others Present

Katrina Bush, Ed Leonard, Becky Layne

Call to Order

Chairman Hobert called the Board of Supervisors meeting to order at 7:00 p.m.

FY 11 School Board Budget Presentation

School Board Chair Barbara Lee summarized the Schools budget process. She expressed appreciation for the difficulty of this budget year and for the effort of the School Board members and Board of Supervisors. She recapped cuts made in previous years including the

Board of Supervisors Meeting Minutes For March 1, 2011 – Budget Work Session

elimination of six administrative positions, no salary increases for three years, etc., as well as school carry-over funds each year. She opined that the School Board had exhibited good stewardship. Mrs. Lee noted that this would be the fourth year at zero salary increase for school employees and proposed using FY2009 carry over to fund a one-time bonus. She mentioned increased special education program student enrollment necessitating the hire of more teachers, also the need to increase capital funding for technology and transportation. In conclusion, Chair Lee put forth that the School Board had fulfilled its duty to the students and parents and was presenting a budget that protected core academics.

Superintendent Dr. Michael Murphy presented the Clarke County School Board's Approved FY11 Budget. Highlights of his presentation include:

- Difficult to project enrollment.
 - 66 children left this year with the bulk of those transferring to neighboring jurisdictions.
 - 134 students moved into the division since the beginning of the year.
 - Budget projections down 140 over 18 months.
- Reduced enrollment does not change the need for building maintenance and repair; bus replacement, etc.
- Building needs increased \$50,000
- Special needs programs – per pupil expenditure is not much higher and enrollment is increasing.
- Hired 5 new special ed instructors
- The 8.1 RIF of teachers was offset with increase and maximization of staff in other areas.
- Working toward systemic improvement – systems cannot be person dependent.
- Technology, textbook replacement and testing are going to be very important with testing moving toward the individual level.
- State funding for textbooks was lost and this item will become a local contribution.
- Staff development is a priority in future.
- Focused on re-purposing staff. Looking differently on programs, facilities and services – thoughtful and careful consideration of those staff that can do something else
- Testing and measurement will be critical moving forward.
- Unfunded mandates will be a focus – some one has to pay – state, locality or staff eliminations.
- Has conducted conversations with School staff about the budget and has requested community input.
- Still waiting on information from the Commonwealth.
- Food service is revenue neutral.

- Custodial and food service evaluations scheduled for this year.
- 1% increase in school operating fund
- High school is ahead of budget and on schedule.
- Debt service and school capital are the big increases.
- Is prepared to do all he can to help employees in this difficult and challenging time. School employees are hard working, dedicated and take good care of the children of the county.
- Has been a trying process.

Highlights of comments and questions posed by Supervisor John Staelin include:

- Tom Judge will follow up on Cost to Compete basic aid numbers.
- Large drop in high school enrollment putting the estimated number of students to 675 reinforces the decision to build the new high school for 800.
- Per Tom Judge, it is trending toward larger student population in higher grades than lower grades coming in.
- Dr. Murphy expressed shock regarding the Kindergarten enrollment and will be reducing two teachers at the elementary level. He noted that there is an ebb and flow with enrollment that they try to match with teachers keeping class sizes between 18 to 24
- Per pupil spending projection is \$12,394 – a sizeable amount of money and local contribution will be up to 13%, mostly driven by debt service but is also affected by the shrinking enrollment.
- Expenditure detail for capital does not show conversion of HS to elementary
- Dr. Murphy advised that the Schools were working with a consultant from UVA on scheduling and guidance on structuring K5 to maximize facility usage. Will be talking very soon about phase in approach and the need to get the campuses together.
- Dr. Murphy advised that instructor IB training has been funded through the Education Foundation and Clarke County Concerned Citizens group.
- Actual dollar amount of the proposed bonus issue was unknown at the meeting. However, such an offering to School employees will place pressure on the Supervisors to do something for the rest of the County staff that have also gone without raises for the same length of time.
- Dr. Murphy put forth that state employees were getting pay raises this year and he understood the difficulty and the need for equity on this issue.

Highlights of comments and questions posed by Chairman J. Michael Hobert include:

- Salary expenses shown are flat lined.

- Requested an update on sales tax number when available.
- Requested total amount being proposed for the school employee bonus.
- The proposed bonus is not budgeted and would come from either the \$100,00 from carry over or any savings that come down to the district from General Assembly actions.
- Elimination of eight positions and addition of 4 higher paid positions resulted in a net savings of \$40,000, which is significantly less in savings than anticipated.
- Dr. Murphy explained that what he was proposing is that the Schools determine what the state is going to do; and then, he would work with School Board to determine how to fund a 1% raise that would be approximately \$130,000. In further justification, he reminded the Board that employees' flex spending benefit had been previously eliminated.
- Tom Judge clarified that this was a bonus not a salary increase.
- Chairman Hobert and Supervisor Staelin noted that the budget reflected a significant increase in local funding, an increase of 6.9% over FY2011.
- Dr. Murphy advised that he was doing his budgeting in the same way as the other Superintendents in the region and many cuts could be made necessary in the coming year. Whether staffing levels were further reduced, class sizes increased, band and football eliminated was all about choices; and with the state thrusting unfunded mandates on the schools, the focus had to be on what can be done today to serve the children today.

Vice Chairman David Weiss added that he understood the sentiment regarding the proposed bonus opining that it was reasonable and the employees deserving; however, he noted that general government employees had also not had raises for during the same time period. He opined that government should not be giving raises to its employees when the private sector cannot give them to their employees. Mr. Weiss noted the long list of needs and expressed appreciation for the hard decisions and the difficult cuts.

Tom Judge provided additional summarization of the proposed School budget.

Supervisor Staelin commented that next budget year would be as bad if not worse than this year. He also noted that there is a huge lag in recovery from the standpoint of real estate,

Dr. Murphy assured that the Schools had not committed to an employee bonus only a conversation. He also noted that the Schools were down about 15 to 16 people with annual cuts in staffing and that such naturally follow a decline in student enrollment. Next school year, hew will begin analyzing outsourcing custodians and technology support.

Supervisor Staelin noted that sharing the Maintenance, Joint Administrative Services, and GIS/IT Technology Departments has resulted in cost savings.

Adjournment

There being no further business to be brought before the Boards at 7:56 pm Chairman Hobert adjourned the Board of Supervisors meeting.

Next Regular Meeting Date

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

ATTEST: March 1, 2011

J. Michael Hobert, Chair

David L. Ash, County Administrator

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

CLARKE COUNTY BOARD OF SUPERVISORS
March 15, 2011 Regular Meeting 1:00 p.m.
Main Meeting Room

At a regular meeting of the Board of Supervisors of Clarke County, Virginia, held in the Main Meeting Room, 2nd Floor Berryville Clarke County Joint Government Center, 101 Chalmers Court, 2nd Floor, Berryville, Virginia on Tuesday, March 15, 2011.

Board Members Present

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

Board Members Absent

None

Staff Present

David Ash, Barbara Bosserman, Chuck Johnston, Tom Judge, Tony Roper, Lora B. Walburn

Others Present

Barbara Lee, Robina Rich Bouffault, Mike Murphy, Kay Gunter, Keith Dalton, 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 the Consent Agenda - Approval of Right of Way Easement for Provision of Electrical Service to the Barns of Rose Hill

Supervisor Staelin 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

Supervisor Dunning joined the meeting at 1:04 pm

Clarke County Public Schools Update

Dr. Murphy appeared before the Supervisors to provide the monthly update from the Clarke County public schools. Highlights include:

- Students...
 - o DECA Rocks!
 - o VHSL Athletics and Activities
 - 351 boys participating in 1 or more VHSL activities
 - 332 girls participating in 1 or more VHSL activities
 - 683 students total participating in athletics and activities
- Teaching and Learning...
 - o Major emphasis on staff development and using data to drive instruction.
 - o Alphabet soup – CCPS, VDOE, DOE, SOL, IB, AP, VLSIS, MSDC, IPAL, SSWS, SCED, IEE, IEP, GEP, VMAST, VHSL, OTGR and the list goes on and on and on – all things done by the Schools are governed by a variety of agencies and program requirements.
 - o Down about 25 to 30 kindergarten students for the coming year.
- Food Service...
 - o Emphasis on change over time – rethinking how we think about food.
 - o Healthy vending vendor discussions taking place; also with Town and Government.
 - o Grab and go breakfast line #2 started at the HS this week.
 - o Cooley is the star – averaging 80 plus breakfasts a day and 300 plus lunches a day.
 - o Ala Carte menu for field days, field trips, and other events in process.
 - o Low balance process using Café Enterprise and AlertNow under development.
 - o Soliciting quotes for two steamers, three ice machines and one warming cart.

- Discussion with LFCC and others regarding culinary arts program for 2012 and beyond.
- Local foods / local produce focus has not been forgotten. Discussions continue with local producers.
- Technology...
 - Boyce Elementary School is now 100% wireless; Cooley soon to follow.
 - Boyce lap top cart has been implemented; Cooley soon to follow.
 - Government Center now has a Division wireless access point.
 - Website software (content management) review in process.
 - Transportation routing software review in process.
 - WeatherBug almost up and running – safety emphasis on lightening protection.
 - Track-it (technology support software) is up and running.
 - School Dude is close to up and running – another week or so – shared services.
 - BoardDocs training is at the end of April; will be live for the May 4th, 2010 SB meeting.
- Staff Evaluation...
 - Food service and custodial evaluation system now in place.
 - Staff are researching licensed evaluation tools to comply with anticipated state and federal mandates.
- New High School...
 - Robina Rich Bouffault, School Board representative, provided the following update on the high school construction project:
 - Work continues and is looking good.
 - Construction is rapidly progressing:
 - Second floor has started.
 - Roof is now on gym.
 - Installing framing of gym
 - Making progress on electricity and plumbing
 - Application of blue glaze on café walls is in progress.
 - Working on lighting pole bases.
 - Bid received from Singhas and Michael, well drillers, asserts that there is a high probability of drilling a high-yield well in the proposed location on the high school site. The estimate total, including fees, is \$5,200 for a 400 foot well.

- o Confirmed that the Town of Berryville has dropped the requirement to build a temporary road entrance that should result in a \$16,000 to \$18,000 savings.

Approval of Minutes

Supervisor Byrd moved to approve the minutes of February 15, 2011 Regular Meeting 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.	- Aye
John R. Staelin	- Aye

Consent Agenda

Proclamation In Appreciation of Service

Proclamation In Appreciation of Service
2011-02P

WHEREAS, In 1978, Sharron Todd started as a page with the Handley Regional Library. She quickly became a circulation aide; and after serving eight years in that capacity, she was promoted to Head of Circulation. In January 2001, she became the Branch Manager of the Clarke County Library, a position that she held for the remainder of her career; and,

WHEREAS, Mrs. Todd has been very successful in recruiting and training a dedicated group of volunteers, many of whom have been with the Library for years; and,

WHEREAS, Mrs. Todd oversaw the successful relocation and transition of the Clarke County Library into the Berryville Clarke County Government Center in 2009; and,

WHEREAS, Mrs. Todd, in concert with the Clarke County Library Advisory Council, purchased tents so that the Clarke County Library could regularly provide children's programs; and,

WHEREAS, Over the last two years, Mrs. Todd has worked with the International Children's Festival in Winchester hosting a table on Australia, her native land.

NOW THEREFORE BE IT RESOLVED, by the Clarke County Board of Supervisors that Sharron Todd be recognized and congratulated on attaining more than thirty-one years of service to the citizens of Clarke County and the region and that she be congratulated on her successful career, and on the positive influence she has had on Clarke County;

BE IT FURTHER RESOLVED, that her dedication, loyalty, and service to the citizens of Clarke County be hereby memorialized and that a suitable copy of this resolution be presented to

her as a token of the respect and high esteem in which she is held by the Clarke County Board of Supervisors, Constitutional Officers, and the staff of Clarke County.

APPROVED AND ORDERED ENTERED in the official records by the unanimous vote of the members of the Clarke County Board of Supervisors assembled in regular session on the 15th day of March 2011.

Attest:

J. Michael Hobert, Chair

Lord Fairfax Health District 2010-2011 Locality Agreement

Chapel Rural Historic District, National Register Nomination [Architectural Survey Phase]

Approval of Right of Way Easement for Provision of Electrical Service to the Barns of Rose Hill

David Ash briefly reviewed this addition advising that the right of way crossed property with joint ownership between the County and the Town. He advised that the request was to authorize execution of the documents on behalf of the County.

Supervisor Staelin moved to approve the items on the Consent Agenda as modified adding Approval of Right of Way Easement for Provision of Electrical Service to the Barns of Rose Hill and removal of Resolution Rescinding Initiation of Zoning Ordinance Text Amendment TA-11-01 2011-03R to allow discussion. 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 |

Resolution Rescinding Initiation of Zoning Ordinance Text Amendment TA-11-01 2011-03R

Supervisor Byrd requested that the matter be revisited later in the year after more preparatory work.

Supervisor Staelin moved to adopt the resolution rescinding initiation of zoning ordinance text amendment TA-11-01 2011-03R. 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

RESOLUTION RESCINDING INITIATION OF ZONING ORDINANCE TEXT AMENDMENT
TA-11-01 2011-03R

WHEREAS, the Clarke County Board of Supervisors initiated an amendment to the County Zoning Ordinance on February 15th of 2011 to change:

- 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'.

WHEREAS, after further deliberation, the Board has determined that consideration of this amendment is not warranted at this time;

WHEREAS, the Board may reconsider the initiation of this amendment at a future date when it would be beneficial to agriculture in the County to provide for this activity;

NOW THEREFORE BE IT RESOLVED THAT the initiation of the proposed amendment to the County Zoning Ordinance, as described below, is rescinded:

- 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'.

Adopted this 15th day of March 2011.

Attest:

David L. Ash, County Administrator

Citizens Comment Period

No citizens desired to address the Supervisors.

VDOT

Jerry Copp – Maintenance and Operations Items and Residency Administrator, and 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 February:
 - Repaired potholes on various routes;
 - Used State forces to conduct brush removal operations on Routes 625, 612 and the median on Route 7;
 - Used Contract forces to conduct brush removal on various other routes;
 - Performed Boom-Ax operations on route 658;
 - Performed sign replacement through out County;
 - Mobilized for storm clean up.

- Maintenance work planned for March:
 - Continue brush removal on Routes 612, 636 and Primary medians using State forces;
 - Use Contractor forces for brush removal on other various routes;
 - Continue Boom-Ax operations on Route 658;
 - Continue with pothole repairs;
 - Continue sign replacements through out County;
 - Begin grading operations on non-hard surfaced roads;
 - Begin ditching operations on Routes 610,641 and 611.

- Other Projects:
 - Route 636, Mosby Road:
 - Held meeting with County and Town representatives to discuss lighting issues and options.

- Received an encouraging response from Central Office on request to include alternate bids on the project. We will be meeting with Central Office in the next few days to discuss the details and processes for moving forward.
 - Route 604 Ebenezer Rd: Still on schedule for a spring/early summer completion.
 - Route 723 Town of Boyce Revenue Sharing Project: Status unchanged, still in preliminary design.
- Supervisor Comments and Requests:
 - Supervisor Staelin requested an update on the status of flooded roadways. Charlie Monroe indicated that Route 606, Route 621, Route 761 and Swift Shoals Road, all affected by flooding, were now open.
 - Vice Chairman Weiss reported safety issues with a ditch on Route 608 South Parshall Road, the turn past Hill & Dale and across from Mr. Lawson's house.
 - Supervisor Dunning requested an update on right of way issues on Salem Church Road at a narrow place approximately 3/8th mile due north of Route 723. VDOT advised that this would be a construction easement. Further, VDOT did meet with the property owner and reached agreement to move the bank back with the hope of gaining approximately three feet in that area long the shoulder; and while steep, it should hold sod.

Route 723 Bridge Closure During Construction

Ed Carter advised that closure will result in savings of more than \$1MM, as well as an additional year of road construction. He further advised that the anticipated project start was October 2014 with public hearing held a year prior to that date.

Supervisor Dunning put forth that from constituent comments he had received VDOT will need to be convince the locals of the necessity of bridge closure, as well as replacement.

Supervisor Staelin moved to adopt the resolution as modified to read:

*Resolution in Support of Route 723 [Old Winchester Road] Construction Closure
2011-04R*

WHEREAS, Representatives from VDOT have presented information sufficient to show that the bridge located on Route 723 [Old Winchester Road] crossing the Opequon creek is deficient in the structure, and must be replaced or repaired; and,

WHEREAS, VDOT has only presented two options, both for replacing the bridge and none for repairing it. Option one is to close Route 7234 [Old Winchester Road] to traffic, imposing a 6.8 mile detour, but providing an estimated savings of \$500,000 in cost and requiring a

much shorter construction period of 10 months, directly affecting 5 properties; and Option two that would avoid closing Route 723 [Old Winchester Road] by constructing a parallel temporary bridge structure, adding approximately \$500,000 in cost, and requiring approximately two years to complete; impact an additional property in VOF easement for which environmental clearance may add additional delay, time and cost; and,

WHEREAS, the bridge is located in Frederick County, and the costs of replacement of the bridge are to come from funds allocated to Frederick County, and subject to approval granted by the Frederick County Board of Supervisors, said approval for option one having already been granted on February 23, 2011; and

WHEREAS, the Clarke County Board of Supervisors believes the citizens living near and/or using the bridge would prefer to see it repaired.

NOW THEREFORE BE IT RESOLVED that the Clarke County Board of Supervisors would prefer to see the bridge repaired; but, if it is replaced or repaired, the Board of Supervisors concur with the decision of the Frederick County Board of Supervisors in its selection of option one, providing for cost savings, a shorter construction period, and lesser environmental impact to an area now protected in part by an easement granted to the VOF.

Jerry Copp interjected that he understood the Board's concerns regarding repair versus replacement however he needed clarification as to whether VDOT would be allowed to block the road for replacement or repairs. By consensus, the Supervisors assured that the resolution would allow the road to be blocked whether it were repaired or replaced.

Due to the complexity of the changes proposed to the prepared resolution, by consensus, the Board of Supervisors deferred action on the matter until the evening session.

Secondary Six-Year Plan

Following discussion, **Supervisor Dunning to adopt the proposed public hearing notice and proposed plan and budget:**

PH 11-06 Public Hearing Notice Secondary Six-Year Plan for Fiscal Years 2012 through 2017 and the Secondary System Construction Budget for Fiscal Year 2012

The Virginia Department of Transportation and the Board of Supervisors of Clarke County, in accordance with Section 33.1-70.01 of the Code of Virginia, will conduct a joint public hearing in the Main Meeting Room of the Berryville Clarke County Government Center, 2nd Floor, 101 Chalmers Court, Berryville, VA at 6:30 pm on April 19, 2011.

The purpose of this public hearing is to receive public comment on the proposed Secondary Six-Year Plan for Fiscal Years 2012 through 2017 in Clarke County, and on the Secondary System Construction Budget for Fiscal Year 2012. Copies of the proposed Plan and Budget may be reviewed at the Edinburg Residency of the Virginia Department of Transportation, located at 14031 Old Valley Pike, Edinburg, Virginia, or at the Clarke County Administrative offices located at 101 Chalmers Court, Suite B, Berryville, VA 22611.

All projects in the Secondary Six-Year Plan that are eligible for federal funds will be included in the Statewide Transportation Improvement Program (STIP) that documents how Virginia will obligate federal transportation funds.

Persons requiring special assistance to attend and participate in this hearing should contact the Virginia Department of Transportation at (1-800-367-7623). Persons wishing to speak at this public hearing should contact the Clarke County Board of Supervisors at 540-955-5175.

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 – Redistricting

Chuck Johnston, with Barbara Bosserman, reviewed the redistricting necessitated by the recent census. Mr. Johnston also briefed the Supervisors on the corresponding Clarke County Code Chapter 40 amendment.

There was discussion regarding the inclusion of the maps with the resolution. Barbara Bosserman explained that maps of the voting precincts as they exist now and maps of what is approved must be submitted to the Department of Justice.

Supervisor Dunning moved to adopt the resolution presented with the modifications of Page 287 to 289 and further moved to set the matter, as presented, for public hearing on April 19, 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

Chairman Hobert requested that Mr. Johnston provide the Supervisors with a copy of the modified document at the evening session.

Committee Action

Personnel Committee

Expiration of Term for appointments expiring through February 2011

03/07/2011 Summary: The Personnel Committee recommends the appointment of Scott Kreider for the remainder of the unexpired term of Barbara Batterton Planning Commission expiring 4/30/2012.

<i>Committee/Board</i>	<i>Appointee</i>	<i>Expiration Date</i>
Clarke County Planning Commission	Scott Kreider	4/30/2012
<i>Mr. Scott Kreider is appointed to fill the remainder of the unexpired term of Barbara Batterton.</i>		

At the March 15, 2011 Regular Meeting, **Vice Chairman Weiss moved to confirm the appointment 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

Appointee Information Feedback Update

03/07/2011: Appointee Questionnaire Summary Analysis Report has been prepared and distributed with the March 7 materials.

After reviewing the report, the Personnel Committee made the following recommendations:

1. Noting that a significant number of appointees expressed interest in securing additional information on FOIA, instructed staff to initiate a training session at the BCCGC and to make the session[s] available to appointees and staff.
2. Instructed staff to provide copies of the FOIA act to all responders indicating that they needed another copy.
3. Instructed staff to follow up on any non-responses asking specifically that at a minimum provide current contact information.
4. Instructed staff to follow up with any responders indicating that they were not in possession of bylaws or other organizational materials.
5. Instructed staff to further analyze the data as received and to provide letters to all members of each committee summarizing comments, general consensus and relaying any critical concerns or recommendations, as well as commendations.

Supervisor Byrd moved to proceed with the Personnel Committee recommendations to staff specific to appointee information feedback. 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

3/15/2011: The matter was summarized by the Chair.

Work Session

May 2011 Regular Meeting

02/15/2011 Summary: Supervisor Staelin asked the Board if they would advise him of their availability on May 24 should they decide to reset the regular meeting date for May.

3/7/2011 Summary: By consensus the Board agreed to move the May meeting from May 17 to May 24, 2011 and to leave the committee meetings on the regular day, May 9, 2011. Note: Due to existing meeting room scheduling conflicts, public hearings set for the May meetings shall be held during the afternoon session. Further, the Board moved the scheduled Budget Work Session meeting from March 15 at 5:30 pm to 6:30 pm to coincide with the regular meeting schedule

3/15/2011: The matter was summarized by the Chair.

Joint Building Committee

3/7/2011 Summary: The Joint Building Committee unanimously recommends approval of the following documents outlining policies, procedures, agreements and fee schedules.

- BCCGC Facility Use and Grounds Use PD-121101-07*
- BCCGC Facility Use and Grounds Use Scheduling Request, Fee Schedule and Agreement F1211-31*
- BCCGC Facility – Display of Flyers, Brochures, Other Materials PD-121101-08*
- BCCGC Exhibits Policy, Agreement and Release F1211-35*

Following review, by consensus, the Board approved the Joint Building Committee policy documents and forms with the following suggested modifications:

- Clarify that users in Tiers 1, 2 and 3 are not required to complete the Agreement form or pay the fee for their routine use of the meeting rooms.*
- Direct the Committee to include a provision for waiving the insurance requirement when it is determined by the Committee that there is good and sufficient reason to do so.*

3/15/2011: The matter was summarized by the Chair.

VDOT – Route 723 Bridge Closure

3/7/2011 Summary: VDOT is seeking Board recommendation on the matter of detour versus keeping the road open with a temporary structure. Frederick County has recommended approval of the plan using a detour. Additional information was presented by VDOT at the Work Session. The Board held the matter over for further discussion at the March regular meeting at which time a decision is expected.

3/15/2011: This item was reviewed during the VDOT portion of the regular meeting and action deferred to the evening session.

VDOT – Secondary Six-Year Plan

3/7/2011 Summary: Ed Carter, VDOT, has supplied samples of a standard VDOT public hearing notice and county resolution of approval for the secondary six-year plan. VDOT shall be present to review and discuss the secondary six-year plan. VDOT presented a draft plan at the Work Session.

Vice Chairman David Weiss moved to approve the Secondary Six-Year Plan as provided by VDOT for discussion at the March regular meeting at which time the final version would be set for public hearing in April. 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

3/15/2011: Action was taken during the VDOT portion of the regular meeting.

HOME Applications

3/7/2011 Summary: Help with Housing and Blue Ridge Housing Networks are requesting letters of support for the HOME Applications program. The Board is asked to take action due to the funding deadlines for these grants. Chuck Johnston will be available to provide further explanation and to answer questions.

Supervisor Dunning moved to approve letters for Help with Housing and Blue Ridge Housing Network in support of their HOME applications. 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

3/15/2011: The matter was summarized by the Chair.

Double Tollgate Planning Project and CIG Application Materials

3/7/2011 Summary: Chuck Johnston will provide a status update to the Board on the Double Tollgate Plan set for public meeting at the March 15, 2011 Regular Meeting. Chuck Johnston advised the Board that the business client necessary to pursue the CIG grant had withdrawn; and, therefore, there would be no CIG grant request this year. However, work on the planning grant would continue with efforts made to redefine the service area. A copy of the notification letter sent to area property owners was provided for the March regular meeting packet.

3/15/2011: The matter was summarized by the Chair.

Redistricting

3/7/2011 Summary: The Voter Registrar provided guidelines that have been included in the Work Session packet. Chuck Johnston will be present to review proposed redistricting. Chuck Johnston presented the proposed revisions to the voting district maps. By consensus, the Board agreed to place the proposed revisions to the voting districts on the March agenda for the purpose of setting public hearing.

3/15/2011: Action was taken during the Set Public Hearing - Redistricting portion of the regular meeting.

Closed Sessions Items

A. Senior Center Update

The Board anticipates convening in closed session pursuant to 2.2-3711(A)(7) to consult with staff regarding specific legal matters.

B. Other Items

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.

03/07/2011 Summary: Supervisor Staelin moved to convene into Closed Session pursuant to 2.2-3711-(A)(7) for Items A and B.

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

*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:***

<i>J. Michael Hobert, Chair</i>	-	<i>Aye</i>
<i>David S. Weiss, Vice Chair</i>	-	<i>Aye</i>

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

3/7/2011 Summary: No action was taken on matters discussed in Closed Session.

3/15/2011: The matter was summarized by the Chair.

FY2012 Budget Review and Discussion

2/7/2011 Summary: Tom Judge, Director Joint Administrative Services, was present to review the FY2012 Budget. 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:

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

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.

2/15/2011 Summary: The Board of Supervisors confirmed the actions taken by the Finance Committee and instructed the County Administrator to prepare a budget ensuring that any proposed budget require no increase in the real estate property tax rate above the current rate.

3/7/2011 Summary: David Ash, in conjunction with the Finance Committee, will present the FY2012 General Government Budget for review and discussion by the Supervisors. The document shall be distributed at the Work Session.

Tom Judge reviewed the most recent information available on the budget with the Board noting that there would be changes to both revenue and expenditure line items as additional information from the Commonwealth became available.

Representatives from the Shenandoah Area Agency on Aging were present to discuss matters regarding the inclusion of the proposed Senior Center construction and the FY2012 budget.

3/15/2011: Additional review of the FY2012 Budget is covered in the FY2012 Budget Discussion portion of the regular meeting minutes.

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 4th to set public hearing on April 1st. 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.

2/15/2011 Summary: The Board of Supervisors adopted 2011-02R to initiate consideration of the text amendment TA-11-01 by the Planning Commission.

3/07/2011 Summary: The Board directed that a resolution Rescinding Initiation of Zoning Ordinance Text Amendment TA-11-01 be added to the Consent Agenda of the regular March meeting

3/15/2011: This resolution was adopted as reflected in the Resolution Rescinding Initiation of Zoning Ordinance Text Amendment TA-11-01 2011-03R portion of the meeting minutes.

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.

2/15/2011 Summary: The Board of Supervisors set public hearing for CC-11-01 and CC-11-02 and set a public meeting for Double Tollgate Capital Grant Application on Tuesday, March 15, 2011.

03/07/2011 Summary: See Work Session Agenda Item 6 for additional information specific to the public meeting for Double Tollgate Capital Grant Application.

3/15/2011: See public hearing PH 11-04 and PH 11-05 portion of the regular meeting minutes

Fee for Service

3/07/2011 Summary: This item was added at the Work Session. By consensus, the Board authorized and directed staff to seek an analysis of the feasibility of implementation of fee for service in Clarke County.

3/15/2011: The matter was summarized by the Chair.

Finance Committee

Tom Judge appeared before the Supervisors to review the Finance Committee recommendations from the February 7, 2011 committee meeting.

Supplemental Appropriations.

March 7, 2011: Finance Committee recommends the following resolutions:

- "Be it resolved that Litter Control FY11 budgeted expenditure be increased \$481, and the same appropriated, and be it further resolved that revenue of \$481 from the Commonwealth be recognized"

- "Be it resolved that the Historic Preservation FY2011 budgeted expenditure be increased \$11,000 and the same appropriated, and be it further resolved that donation revenue of \$6,000, and Commonwealth Revenue of \$5,000 be recognized."

March 15, 2011: Supervisor Staelin moved to accept the appropriation resolutions as presented.

- *"Be it resolved that Litter Control FY11 budgeted expenditure be increased \$481, and the same appropriated, and be it further resolved that revenue of \$481 from the Commonwealth be recognized"*
- *"Be it resolved that the Historic Preservation FY2011 budgeted expenditure be increased \$11,000 and the same appropriated, and be it further resolved that donation revenue of \$6,000, and Commonwealth Revenue of \$5,000 be recognized."*

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

Acceptance of January Bills and Claims.

March 7, 2011 Summary: The Finance Committee recommends acceptance of the February 2011 Bills and Claims report.

March 15, 2011: Supervisor Byrd moved to accept the February Bills and Claims report as presented. The motion passed by the following vote:

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

Standing Reports

March 7, 2011 Summary: Reconciliation of Appropriations; General Fund Balance; General Fund Expenditure Summary were recommended for approval by the Finance Committee.

3/15/2011: The matter was summarized by the Chair.

Government Projects Update

David Ash advised that progress was being made on the various government projects; however, at this time, he was unable to publicly comment on specifics.

Summary Of Required Action

<u>Item</u>	<u>Description</u>	<u>Responsibility</u>
1.	Process approved minutes.	Lora B. Walburn
2.	Process Proclamation 2011-02P.	Lora B. Walburn
3.	Present Proclamation 2011-02P.	J. Michael Hobert
4.	Execute and forward Lord Fairfax Health District Agreement.	David Ash
5.	Execute and forward Chapel Rural Historic District Application.	Chuck Johnston
6.	Execute Right of Way Easement for Provision of Electrical Service to the Barns of Rose Hill.	David Ash
7.	Process Resolution Rescinding Initiation Of Zoning Ordinance Text Amendment TA-11-01 2011-03R.	Lora B. Walburn
8.	Process and forward Resolution in Support of Route 723 [Old Winchester Road] Construction Closure 2011-04R	Lora B. Walburn
9.	Process, forward and upload to website PH 11-06 Public Hearing Notice Secondary Six-Year Plan for Fiscal Years 2012 through 2017 and the Secondary System Construction Budget for Fiscal Year 2012.	Lora B. Walburn / VDOT
10.	Develop and process advertisement for redistricting public hearing Chapter 40 Voting Districts.	Lora B. Walburn / Chuck Johnston
11.	Process appointments, update database and provide notice.	Lora B. Walburn
12.	Proceed with the Personnel Committee recommendations to staff specific to appointee information feedback.	David Ash / Lora B. Walburn
13.	Update County Code with CC-11-01.	Lora B. Walburn
14.	Update County Code with CC-11-02.	Lora B. Walburn

Board of Supervisors Meeting Minutes For March 15, 2011 – Regular Meeting

<u>Item</u>	<u>Description</u>	<u>Responsibility</u>
15.	Advertise for public hearing final propose FY2012 budget and FY2012 tax rate.	Annette Gilley / Lora B. Walburn

Board Member Committee Status Reports

Clarke County Sanitary Authority by A.R. Dunning, Jr.

- Authority met this morning.
- Currently exploring additional wells, as well as engineering costs.

Economic Development Advisory Committee by John Staelin

- New website, with a whole new architecture, is anticipated in the next few weeks.
- Attended the Forum for Rural Innovation last week.
- Need to look at ways to make it easier for agriculture to thrive.

Barns of Rose Hill by Barbara Byrd

- Meeting tomorrow
- Gala planned for the fall.

Conservation Easement Authority by David Weiss

- Plenty of applicants.
- Alison Teetor, staff representative, does a tremendous job coordinating meetings, finding grants and other funding.

Regional Housing Policy Board by David Weiss

- Help with Housing was fully funded.
- Blue Ridge Housing Networks, due to funds remaining from the previous year, was not funded. This funding was reallocated to other applications.

At 2:53 pm Chairman Hobert recessed the meeting until 6:30 pm.

At 6:30 pm Chairman Hobert reconvened the meeting.

Board of Supervisors Meeting Minutes For March 15, 2011 – Regular Meeting

Citizens Comment Period

No citizens present desired to address the Supervisors.

PH 11-04: CC-11-01 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 portable privies to be used in association with government owned facilities.

Chuck Johnston summarized the proposed Code amendment with regard to portable privies.

At 6:31 pm Chairman Hobert opened the public hearing for public comment. There being no citizens present desiring to address the Supervisors Chairman Hobert closed the public comment portion of the public hearing.

Supervisor Staelin moved to approval of Clarke County Code Chapter 143 Septic amendment. 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

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).

PH 11-05: CC-11-02 Chapter 154, Stormwater Management

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:

- 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
- 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.

Chuck Johnston summarized the proposed Code amendment to Chapter 154 Stormwater Management to better clarify water quality criteria requirements.

At 6:36 pm Chairman Hobert opened the public hearing for public comment. There being no citizens present desiring to address the Supervisors Chairman Hobert closed the public comment portion of the public hearing.

Supervisor Staelin moved to approval of County Code amendment CC-11-02 Chapter 154 Stormwater Management. 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

Code of Clarke County, Virginia
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

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.

FY2012 Budget Discussion

Tom Judge, with Annette Gilley, reviewed the current FY2012 budget that included the most recent state budget decisions. Highlights of the review included:

- Sheriff's Office realized the greatest reduction in state funding.
- Line of duty will be carried as a separate line item in the Sheriff's and the EMS budgets.
- Senior Center is included in the budget pending signing of the documents and receipt of bids.
- Even though the personal property rate has gone down this year it will remain revenue neutral.
- Real estate tax remains unchanged at .62.

Supervisor Staelin moved to set public hearing for Tuesday, April 5, 2011 at 7:30 pm or as soon thereafter as the matter might be heard on the FY2012 Budget as presented by Tom Judge at the March 15, 2011 meeting. 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

Supervisor Staelin moved to set public hearing for Tuesday, April 5, 2011 at 7:30 pm or as soon thereafter as the matter might be heard on the FY2012 Tax Rate as presented by Tom Judge at the March 15, 2011 meeting.

	Current	Proposed
--	----------------	-----------------

1. Tangible personal property except machinery and tools and qualified Fire and Rescue Vehicles	\$4.83	\$ 4.69
2. Tangible Machinery and tool	\$1.25	\$1.25
3. Tangible personal property of qualified Fire & Rescue Vehicles	\$2.42	\$2.35
4. Real Estate, including the real estate of public service corporations**	\$0.62	\$0.62

** 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 will increase from 58% to 62%

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

Advertising

Tom Judge stated that the full text of the proposed FY2012 budget and tax rate had to be advertised at least once in the Winchester Star seven days prior to the public hearing. He advised that he was seeking legal opinion from Archana McLoughlin as to whether the full text had to be advertised twice in the local newspaper.

Chairman Hobert and Supervisor Staelin requested that the County pay Clarke Daily News to place a link on their website to the FY2012 budget and tax rate public hearing notice on the Clarke County government website and that this link remain active for a period of ten days prior to the April 5 public hearings.

Route 723 Bridge Construction Closure 2011-04R

Following review of the revisions made during the afternoon session, **Vice Chairman Weiss moved to adopt Resolution in Support of Route 723 [Old Winchester Road] Construction Closure 2011-04R. The motion was approved 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

Resolution in Support of Route 723 [Old Winchester Road] Construction Closure
2011-04R

WHEREAS, Representatives from VDOT have presented information sufficient to show that the bridge located on Route 723 [Old Winchester Road] crossing the Opequon creek is deficient in the structure, and must be replaced or repaired; and,

WHEREAS, VDOT has only presented two options, both for replacing the bridge and none for repairing it. Option one is to close Route 7234 [Old Winchester Road] to traffic, imposing a 6.8 mile detour, but providing an estimated savings of \$500,000 in cost and requiring a much shorter construction period of 10 months, directly affecting 5 properties; and Option two that would avoid closing Route 723 [Old Winchester Road] by constructing a parallel temporary bridge structure, adding approximately \$500,000 in cost, and requiring approximately two years to complete; impact an additional property in VOF easement for which environmental clearance may add additional delay, time and cost; and,

WHEREAS, the bridge is located in Frederick County, and the costs of replacement of the bridge are to come from funds allocated to Frederick County, and subject to approval granted by the Frederick County Board of Supervisors, said approval for option one having already been granted on February 23, 2011; and

WHEREAS, the Clarke County Board of Supervisors believes the citizens living near and/or using the bridge would prefer to see it repaired.

NOW THEREFORE BE IT RESOLVED that the Clarke County Board of Supervisors would prefer to see the bridge repaired; but, if it is replaced or repaired, the Board of Supervisors concur with the decision of the Frederick County Board of Supervisors in its selection of option one, providing for cost savings, a shorter construction period, and lesser environmental impact to an area now protected in part by an easement granted to the VOF.

Adopted this 15th day of March, 2011

Recognition of 20 Years Service with the County of Clarke, Virginia

Chairman Hobert congratulated David Ash on attaining 20 years in service to the County in March 2011.

Adjournment

There being no further business to be brought before the Board at 7:05 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, April 19, 2011 at 1:00 p.m. in the Main Meeting Room, 101 Chalmers Court, 2nd Floor, Berryville, Virginia.

ATTEST: March 15, 2011

J. Michael Hobert, Chair

David L. Ash, County Administrator

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

April 5, 2011 CLARKE COUNTY BOARD OF SUPERVISORS
 Budget and Tax Rate Public Hearing
 Meeting Room AB 7:30 p.m.

At a public hearing of the Clarke County Board of Supervisors held in the Main Meeting Room, 2nd Floor Berryville Clarke County Joint Government Center, 101 Chalmers Court, 2nd Floor, Berryville, Virginia on Tuesday, April 5, 2011.

Board of Supervisors Members Present

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

School Members Present

Barbara Lee; Robina Rich Bouffault; Michael Murphy

Staff Present

David Ash, Lisa Cooke, Tom Judge, Lora Walburn

Others Present

Wilson Kirby, Bonnie Dodson, Bill Bell, Katrina Bush, Ed Leonard, Becky Layne

Call to Order

Chairman Hobert called the Board of Supervisors public hearing to order at 7:30 p.m.

PH 11-08 FY2012 Budget Public Hearing

Public Hearing Notice (PH 11-08) Clarke County Proposed Budget For The Fiscal Year Commencing July 1, 2011 And Ending June 30, 2012

The Clarke County Board of Supervisors will hold a public hearing on Tuesday, April 5, 2011 at 7:30 pm, or as soon thereafter as the matter may be heard, in the Berryville Clarke County Government Center Main Meeting Room, 101 Chalmers Court, 2nd Floor, Berryville, VA, to consider the following matter: This budget has been prepared on the basis of the estimates and requests submitted to the Board of Supervisors by the several officers and department heads of this County including the Clarke County Public Schools. Any citizen of the County shall have the right to attend said hearing and

Board of Supervisors Meeting Minutes For April 5, 2011 – Budget & Tax Rate Public Hearing

comment on the budget. Written copies of statements made at public hearings are requested but not required. Information relative to the complete budget is available for public inspection in the Office of the Clarke County Administrator during regular working hours, and at www.clarkecounty.gov. This budget is prepared and published for informative and fiscal planning purposes only. The inclusion in the budget of any item does not constitute an obligation or commitment on the part of the Board of Supervisors of this County to appropriate any funds for that item.

Chairman Hobert provided an overview of the evenings topics advising that it would follow the standard format with review by Tom Judge, Director – Joint Administrative Services, question and answer period, budget public hearing, followed by the tax rate public hearing. He informed those present that the law required the Supervisors to delay action on the budget until seven days following public hearing.

Tom Judge reviewed highlights of the FY2012 budget including revenues, debt service, and capital expenditures:

- Decrease in conservation easements - grant funding reductions from state and federal sources.
- Increased school capital improvement largely due to additional technology expenditures.
- Increase in volunteer fire companies due to line of duty act – an unfunded mandate.
- To balance the budget, funding was reduced where possible.
- Decreased state funding may cause problems later in the year.

Supervisor Staelin, with Tom Judge, reviewed the Recreation Center Capital Improvement Project. Highlights include:

- Three projects combined: Recreation Center repairs, Senior Center addition and Park Office Addition.
- Combining the projects is more cost effective but they can be done separately.
- Recreation Center Repairs: \$207,000 including roof, wall repair and HVAC.
- Park Office Addition: \$390,902.
- Senior Center: \$900,000 estimated additional cost.
 - o \$300,000 from BOS in Government Capital Projects Fund.
 - o SAAA has committed a fair amount of funds and paid for the design.
 - o An additional \$400,000 in donations is expected.
 - o Half of the anticipated funding is from the sell of a house that the SAAA owns. SAAA places the value at over \$200,000, down from \$250,000; however, actual value may be below \$200,000.
 - o When not being used by the seniors, the Senior Center addition will be available for use by other groups.

Following the budget summary by Tom Judge, Chairman Hobert called for any questions, clarifications, and/or document definitions from the audience. There being no questions, at 7:41 pm, Chairman Hobert opened the public comment portion of the public hearing.

Martha Myer, White Post resident and Chair of the Capital Campaign Committee for Senior Center: spoke in support of the Senior Center project. Mrs. Myer put forth that the Committee had been working hard for the past five and half years on the fundraising campaign stating that well over four hundred individuals had contributed thus far. She also recognized the countless others that have contributed to fundraising events including the bar-be-que and art show. She opined that the area seniors were anxious to see the Center become a reality. In conclusion, Mrs. Myers thanked the Supervisors for recognizing the benefit of the active living center to the whole community.

Chairman Hobert thanked Mrs. Myer and the members of the Capital Campaign Committee for their labor on behalf of the Senior Center.

Daniel Sheetz, Berryville resident and Chair of the Clarke County Parks and Recreation Advisory Board: spoke in support of the Senior Center project and the shared use by Parks and Recreation. He stated that the current house in which Parks and Recreation offices are located had serviced its purpose opining that the old house was a maintenance nightmare and had various HVAC, as well as pest control issues. He asked to recognize the outstanding performance of Lisa Cook, Director Parks and Recreation, and praised Park staff for their excellent service. Mr. Sheetz also addressed the maintenance needs of the Recreation Center and commended the Board for combining this project with the Senior Center. He concluded by stating that this would be good partnership that would bring together members of the community from infants to seniors and provide Park staff with a work location that would allow them to be even more efficient.

Wilson Kirby, Berryville resident and Mayor – Town of Berryville: spoke in support of the Senior Center project. Mayor Kirby stated that the current Senior Center was a great place for seniors to gather and the level of management was outstanding. He also praised the volunteers for their time and effort. He asked the Supervisors to give the seniors what they deserved, a new facility that would better meet the needs of local seniors, as well as a facility that would allow them to better compete in the Senior Olympics, an event where County seniors have won in several categories. He concluded by expressing his appreciation for the Supervisors focus on the Senior Center and encouraging them to move forward with the project.

Cindy Palmer, Frederick County resident and Vice President Shenandoah Area Agency on Aging, Inc.: spoke in support of the Senior Center project. Mrs. Palmer thanked the Board of Supervisors for including the new senior center in the FY2012 budget. She also thanked the members of the Capital Campaign Committee, the donors, as well as Clarke County Parks and Recreation staff.

Bonnie Dodson, Berryville resident and Director Clarke County Senior Center: spoke in support of the Senior Center project that was to be built adjacent to the Park building in Chet Hobert Park. She stated they had been actively raising funds for this project for five and half years and had received good support from the Board of Supervisors, local businesses, organizations, as well as individuals for this worth-while project: She opined that the Senior Center would benefit members of the community of all ages. Mrs. Dodson informed the Board that last year the current Senior Center had served over 10,000 meals and had provided services to benefit seniors, such as transportation, insurance counseling, and other much needed services, that allowed seniors to remain in their homes as long as possible. She concluded by expressing her appreciation for the cooperative effort of the entire community and encouraging the Board of Supervisors to move forward.

Supervisor Dunning said that he had heard good things about the senior program from citizens throughout the County. He stated that Mrs. Dodson and her staff were doing a great job and their efforts were appreciated.

Supervisor Weiss put forth that the money for the Senior Center came as a result of long-term planning being set aside over a period of years. He opined that partnership was a good deal for the community that would allow the County to meet several needs and, done together, at a reduced cost. He did express some hesitation with regard to the amount SAAA anticipated for the sell of a donated house. He complimented County staff and the Finance Committee on a job well done.

Supervisor Byrd expressed support for the Senior Center project. She noted that the project also included much needed offices for Parks and Recreation staff. She opined that repairs to the Ramsburg House had been a drain on resources and how to proceed with regard to this structure must be carefully considered.

Supervisor Staelin stated that he was supportive of the Senior Center project. He also commented on school funding noting that there was over \$600,000 in additional funding of which \$500,000 was for debt services for school construction projects. Mr. Staelin put forward that the Senior Center project had been crowd out over the years due to limited funding and competing needs. He opined that there was good news for debt service for the school construction projects would soon cap out and start declining.

Supervisor Dunning commended School Board members Barbara Lee, Chair, and Robina Rich Bouffault on the excellent progress of the high school construction project that remained on budget and on time.

Chairman Hobert stated that Clarke County was a community that knew how to build partnerships noting that the Berryville Clarke County Government Center was a partnership with the Town and the Senior Center was a partnership with the Shenandoah Agency on Aging. He opined that such partnerships benefited everyone in the community. He further recognized that there had been sacrifice and expressed his hope that the County and SAAA would continue to work together.

Supervisor Byrd thanked Tom Judge, David Ash, John Staelin and Michael Hobert for a great job in difficult economic times.

There being no additional persons desiring to address the Supervisors on the matter of the FY2012 Budget, at 8:08 pm, **Supervisor Dunning moved to close the public hearing. 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

PH 11-09 Tax Rate Public Hearing

Public Hearing Notice (PH 11-09) Clarke County Tax Rates For The Calendar Year 2011

The Clarke County Board of Supervisors will hold a public hearing on Tuesday, April 5, 2011 at 7:30 pm, or as soon thereafter as the matter may be heard, in the Berryville Clarke County Government Center Main Meeting Room, 101 Chalmers Court, 2nd Floor, Berryville, VA, to consider the following matter:

This public hearing is held for the purpose of hearing citizens who wish to comment on the proposed local tax levy for the year beginning January 1, 2011 in accordance with Section 58.1-3007 et. seq. of the 1950 Code of Virginia, as amended:

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

	2011	
	Current	Proposed
1. Tangible personal property except machinery and tools and qualified Fire and Rescue Vehicles	4.83\$	4.69\$
2. Tangible Machinery and tools	1.25\$	1.25\$
3. Tangible personal property of qualified Fire & Rescue Vehicles	2.42\$	2.35\$
4. Real Estate, including the real estate of public service corporations**	0.62\$	0.62\$

** Mobile Homes will be assessed as personal property, but taxed at the same rate as real estate.

It should be noted that no tax rate for the current year has been adopted by the Board of Supervisors at this time. The rates listed above reflect the rates that would be necessary to raise the required revenue if the budget for the fiscal year 2011-2012 should be adopted as advertised.

View this document at www.clarkecounty.gov

The Board Of Supervisors Of Clarke County
By: David L. Ash, County Administrator

Clarke County Does Not Discriminate On The Basis Of Handicapped Status In Admission Or Access To Its Programs And Activities. Accommodations Will Be Made For Handicapped Persons Upon Prior Request.

Tom Judge provided an overview of the FY2012 Tax Rate noting the proposed decrease in tangible personal property tax rate and no change in the real estate tax rate.

At 8:09 pm, Chairman Hobert opened the public comment portion of the public hearing.

There being no persons desiring to address the Supervisors on the matter of the FY2012 Tax rate, at 8:10 pm, **Supervisor Dunning moved to close the public hearing. 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

Adjournment

There being no further business to be brought before the Board at 8:10 pm Chairman Hobert adjourned the meeting.

Next Regular Meeting Date

The next regular meeting of the Board of Supervisors is set for Tuesday, April 19, 2011 at 1:00 p.m. in the Main Meeting Room, 101 Chalmers Court, 2nd Floor, Berryville, Virginia.

ATTEST: April 5, 2011

J. Michael Hobert, Chair

David L. Ash, County Administrator

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

CLARKE COUNTY BOARD OF SUPERVISORS
April 12, 2011 Budget Work Session 5:30 p.m.
Meeting Room AB

At a budget work session of the Clarke County Board of Supervisors held in the Main Meeting Room, 2nd Floor Berryville Clarke County Joint Government Center, 101 Chalmers Court, 2nd Floor, Berryville, Virginia on Tuesday, April 12, 2011.

Board of Supervisors Members Present

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

Staff Present

David Ash, Annette Gilley, Tom Judge, Lora Walburn

Others Present

Jeanne Abigail Custis Marcy, Ed Leonard, Becky Layne

Call to Order

Chairman Hobert called the Board of Supervisors meeting to order at 5:30 p.m.

FY2012 Budget Resolution, Calendar-Year 2011 Tax Rate Resolution and FY2012 Appropriations Resolution

Tom Judge reviewed changes to the advertised budget including:

- Transferred \$6,200 for primary from Registrar to the Electoral Board.
- Comp Board provided funding for a position that was not properly reflected. \$ 4,151.
- Eliminate vacant position in the Office of the Commissioner of the Revenue. \$41,436
- Revised deficit of Net of Pay as You Go (\$219,686)
- Noting format change to resolutions Item 4 of the Appropriations Resolution reflects the transition of Joint Administrative Services from the fiscal agent for construction to the fiscal agent for Berryville Clarke County Government Center. This action allows for close out of the capital project that is nearly complete.

Supervisor Dunning moved to adopt the FY2012 Budget Resolution. 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

**FY2012 Budget
2011-05R**

BE IT RESOLVED, by the Board of Supervisors of the County of Clarke, Virginia, in a meeting assembled this 12th day of April, 2011, a public hearing having been held on April 5, 2011, as required by statute, that the informative and fiscal planning budget for Clarke County for the fiscal year extending July 1, 2011 through June 30, 2012 be approved as follows:

	<i>FY10 Original Budget</i>	<i>FY10 Audited Actual</i>	<i>FY11 Adopted Budget</i>	<i>FY11 Revised Budget</i>	<i>FY12 Adopted Budget</i>	<i>Variance 12- 11 Adopted</i>
EXPENDITURE						
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	254,954	(5,065)
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	198,221	(46,241)
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	272,935	(9,457)
Information Technology	288,605	232,393	259,243	259,243	256,980	(2,263)
Electoral Board	32,520	21,565	33,172	33,172	34,242	1,070
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	1,472,672	15,777
Sheriff's Grants	99,433	92,109	109,283	109,283	87,964	(21,319)
Communications	391,593	402,614	392,921	392,921	398,390	5,469
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	15,500	-
Drug Task Force	12,000	8,912	10,500	10,500	10,500	-
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	-

Board of Supervisors Meeting Minutes For April 12, 2011 – Budget Work Session

	<i>FY10 Original Budget</i>	<i>FY10 Audited Actual</i>	<i>FY11 Adopted Budget</i>	<i>FY11 Revised Budget</i>	<i>FY12 Adopted Budget</i>	<i>Variance 12- 11 Adopted</i>
Blue Ridge Volunteer Fire Company	50,000	50,000	50,000	50,000	53,000	3,000
Boyce Volunteer Fire Company	50,000	50,000	50,000	50,000	53,000	3,000
Enders Volunteer Fire Company	75,000	75,000	75,000	75,000	79,500	4,500
Shenandah Farms Volunteer Fire Company	50,000	50,000	50,000	50,000	53,000	3,000
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	376,287	(51,489)
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	133,871	(1,655)
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	150,000	(6,000)
Litter Control	6,337	5,930	5,429	5,429	5,429	-
Sanitation	39,200	38,882	19,000	19,000	34,000	15,000
Maintenance/Buildings & Grounds	985,422	573,741	823,909	823,909	775,849	(48,060)
Local Health Department	199,000	199,000	199,000	199,000	199,000	-
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	1,000	-
NW Works	1,000	1,000	1,000	1,000	1,000	-
Shenandoah Area Agency on Aging	35,000	35,000	35,000	35,000	35,000	-
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	2,000	-
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	15,043	-
Parks Administration	343,328	327,063	334,529	334,529	338,080	3,551
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	245,846	12
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	182,119	-
Planning Administration	456,844	448,150	415,753	421,409	425,551	9,798
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	42,598	1,159
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	2,000	-
Blandy Experimental Farm	4,000	4,000	4,000	4,000	4,000	-
Planning Commission	55,117	24,581	27,467	27,467	26,390	(1,077)
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	42,500	35,000
NSV Regional Planning District Commission	10,692	12,810	10,692	10,692	10,310	(382)

Board of Supervisors Meeting Minutes For April 12, 2011 – Budget Work Session

	<i>FY10 Original Budget</i>	<i>FY10 Audited Actual</i>	<i>FY11 Adopted Budget</i>	<i>FY11 Revised Budget</i>	<i>FY12 Adopted Budget</i>	<i>Variance 12- 11 Adopted</i>
Regional Airport	5,000	5,000	5,000	5,000	5,000	-
Friends of the Shenandoah	4,000	4,000	4,000	4,000	4,000	-
Lord Fairfax Soil & Water Conservation	9,500	9,500	9,500	9,500	9,500	-
Biosolids Application	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	85,000	5,000
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	19,048,085	116,304
School Food Service Fund	765,581	724,035	759,952	759,952	780,232	20,280
Comprehensive Services Act	906,935	997,703	1,100,583	1,100,583	1,022,594	(77,989)
Drug Enforcement	-	11,986	-	-	-	-
Conservation Easement	292,000	1,869,437	480,000	480,000	150,000	(330,000)
General Capital Improvements	259,723	553,063	390,491	480,835	1,725,525	1,335,034
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	510,810	-
Unemployment Compensation	15,000	16,404	15,000	15,000	25,000	10,000
TOTAL EXPENDITURE	36,694,043	39,184,573	36,430,921	36,828,246	38,011,684	1,580,763
<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>14,746,896</i>	<i>803,382</i>
ESTIMATED REVENUE						
LOCAL REVENUE						
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	2,974,592	10,950
Delinquent Personal Property Taxes	85,000	92,661	109,854	109,854	100,000	(9,854)
Mobile Home Taxes	893	82	963	963	1,049	86
Machinery and Tools Taxes	267,670	254,468	207,611	207,611	198,670	(8,941)
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	752,000	(668)
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)

Board of Supervisors Meeting Minutes For April 12, 2011 – Budget Work Session

	<i>FY10 Original Budget</i>	<i>FY10 Audited Actual</i>	<i>FY11 Adopted Budget</i>	<i>FY11 Revised Budget</i>	<i>FY12 Adopted Budget</i>	<i>Variance 12- 11 Adopted</i>
Animal Shelter Fees - Dogs & Cats	9,711	5,852	5,576	5,576	6,909	1,333
Spay & Neuter Fund	-	105	105	105	90	(15)
Dangerous Dog Registration	50	-	-	-	-	-
Land Use Application Fees Penalties	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	92,075	35,075
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	-
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	348,930	58,933
School Food Service Fund	608,826	505,087	553,509	553,509	560,832	7,323

Board of Supervisors Meeting Minutes For April 12, 2011 – Budget Work Session

	<i>FY10 Original Budget</i>	<i>FY10 Audited Actual</i>	<i>FY11 Adopted Budget</i>	<i>FY11 Revised Budget</i>	<i>FY12 Adopted Budget</i>	<i>Variance 12- 11 Adopted</i>
Drug Enforcement	-	4,200	-	-	-	-
Conservation Easement	-	14,759	-	-	-	-
General Capital Projects	62,544	112,537	-	25,194	535,860	535,860
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	17,325	(200,745)
Trigon Demutualization Funds	-	-	-	-	34,534	34,534
TOTAL LOCAL REVENUE	21,763,422	26,102,147	21,670,304	21,695,498	22,198,368	528,064
REVENUE FROM THE COMMONWEALTH OF VIRGINIA						
Motor Vehicles Carrier's Taxes	16,676	-	19,381	19,381	19,426	-
Mobile Home Titling Tax	-	45	1,641	1,641	45	-
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	175,237	-
Sheriff	780,095	706,339	712,006	712,006	679,680	-
Commissioner of Revenue	94,296	89,089	81,121	81,121	77,830	-
Treasurer	104,338	95,884	84,226	84,226	79,095	-
Registrar	48,521	40,962	36,280	36,280	30,414	-
Clerk of the Circuit Court	6,481	10,373	11,606	11,606	9,657	-
DMV CPSF Grant	3,000	-	2,277	2,277	-	-
DMV 402 Grant	7,000	12,971	15,000	15,000	7,677	-
Emergency Services Grants	-	2,699	-	-	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	-
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	-
Division of Historic Landmarks	-	-	-	-	24,500	-
Welfare	987,334	261,888	989,200	989,200	935,333	-
School Operations	7,344,039	6,868,030	7,817,233	7,817,233	7,560,316	-
School Food Service Fund	9,755	9,443	9,443	9,443	9,400	-
Comprehensive Services Act	443,261	520,166	453,945	453,945	471,297	-
Drug Enforcement Grant	-	4,748	-	-	-	-
Conservation Easement	-	689,604	-	-	-	-
General Capital Projects	-	44,500	-	25,000	-	-
School Capital Projects	180,000	204,341	154,000	154,000	154,000	-
School Debt Service	38,051	48,042	-	-	-	-
TOTAL COMMONWEALTH REVENUE	12,902,803	12,442,179	13,223,927	13,251,927	12,892,869	-
FEDERAL REVENUE						
Payment in Lieu of Taxes	4,815	5,554	8,337	8,337	5,554	-
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	-
SCAAP Grant	-	7,149	7,149	7,149	5,416	-
ARRA Byrne Justice Assistance Grant	-	36,100	23,338	23,338	10,789	-

Board of Supervisors Meeting Minutes For April 12, 2011 – Budget Work Session

	<i>FY10 Original Budget</i>	<i>FY10 Audited Actual</i>	<i>FY11 Adopted Budget</i>	<i>FY11 Revised Budget</i>	<i>FY12 Adopted Budget</i>	<i>Variance 12- 11 Adopted</i>
Conservation Easement	146,000	748,250	320,000	320,000	-	
V-Stop	27,738	27,150	29,570	29,570	30,754	
Public Assistance and Welfare Admin	-	535,869	-	-	-	
Public Safety Fund	-	2,620	-	-	-	
School Operations	1,088,959	1,402,968	835,803	835,803	1,057,382	
School Food Service Fund	147,000	209,505	197,000	197,000	210,000	
General Capital Projects	-	116,102	-	40,150	-	
School Capital Projects	-	146,799	-	-	-	
School Debt Service	139,039	-	-	86,753	130,348	
TOTAL FEDERAL REVENUE	1,676,438	3,355,183	1,521,095	1,647,998	1,550,527	
TOTAL EXPENDITURES	36,694,043	39,184,573	36,430,921	36,828,246	38,011,684	
TOTAL REVENUE	36,342,663	41,899,509	36,415,326	36,595,423	36,641,764	
SURPLUS (DEFICIT)	(351,380)	2,714,936	(15,595)	(232,823)	(1,369,920)	
FROM FUND BALANCE	351,380	(2,714,936)	15,595	232,823	1,369,920	
NET	-	-	-	-	-	

Adopted this 12th day of April 2011

Attest:

David L. Ash, County Administrator

Supervisor Dunning moved to adopt the Tax Rate Resolution 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.	-	Aye
John R. Staelin	-	Aye

Tax Rate Resolution 2011-06R

BE IT RESOLVED, by the Board of Supervisors of the County of Clarke, Virginia in meeting assembled this 12th day of April, 2011, a public hearing having been held on April 5, 2011, as required by statute, that the tax rates for calendar year 2011, to support the budget for Clarke County for the fiscal year July 1, 2011 through June 30, 2012, be and hereby are fixed at:

**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*	\$ 4.69
3. Tangible Machinery and tools	\$ 1.25
4. Tangible personal property of qualified Fire & Rescue Vehicles*	\$ 2.35

** Mobile Homes will be assessed as personal property, but taxed at the same rate as real estate.

Adopted this 12th day of April 2011

Attest:

J. Michael Hobert, Chair

Supervisor Dunning moved to adopt Item 1 on the FY2012 Appropriations Resolution. 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

**FY2012 Appropriations Resolution
2011-07R**

1. BE IT RESOLVED, by the Board of Supervisors of the County of Clarke, Virginia, that the following appropriations are hereby made for the period of July 1, 2011 through June 30, 2012, for the functions and purposes indicated:

General Fund

To be expended only on order of the Board of Supervisors except that grants are only to be expended to the extent of available revenue:

<i>Direct Revenue to the General Fund</i>	\$	8,056,246
<i>Total Appropriation</i>	\$	8,056,246

Social Services Fund

To be expended only on order of the Board of Social Services:

<i>Direct Revenue to Social Services Fund</i>	\$	935,333
<i>Transfer from General Fund</i>	\$	416,616

Board of Supervisors Meeting Minutes For April 12, 2011 – Budget Work Session

Total Appropriation \$ 1,351,949

School Operating Fund

To be expended only on order of the School Board:

Direct Revenue to School Operating Fund \$ 8,966,628
Transfer from General Fund \$ 10,081,457
Total Appropriation \$ 19,048,085

Comprehensive Services Fund

To be expended only on order of the Comprehensive Services Board:

Direct Revenue to Comprehensive Services Fund \$ 471,297
Transfer from General Fund \$ 551,297
Total Appropriation \$ 1,022,594

Conservation Easement Fund

For projects under Conservation Easement Budget to be added to continuing appropriations in the Conservation Easement Fund and to be expended only on order of the Board of Supervisors:

Direct Revenue to Conservation Easement Fund \$ -
Transfer from General Fund \$ 150,000
Total Appropriation \$ 150,000

General Capital Projects Fund

For projects under General Government Capital Projects Budget to be added to continuing appropriations in the General Government Capital Projects Fund and to be expended only on order of the Board of Supervisors:

Direct Revenue to General Capital Projects Fund \$ 535,860
Transfer from General Fund \$ 1,189,665
Total Appropriation \$ 1,725,525

School Capital Projects Fund

For projects under the School Capital Projects Budget to be added to continuing appropriations in the School Capital Projects Fund and to be expended only on order of the School Board:

Direct Revenue to the School Capital Projects Fund \$ 154,000
Transfer from General Fund \$ 690,918
Total Appropriation \$ 844,918

School Debt Service Fund

To be expended only on order of the Board of Supervisors or School Board:

Direct Revenue to the School Debt Service Fund \$ 147,673

<i>Transfer from General Fund</i>	\$	3,974,523
<i>Total Appropriation</i>	\$	4,122,196

Government Debt Service Fund

To be expended only on order of the Board of Supervisors:

<i>Transfer from General Fund</i>	\$	374,129
<i>Total Appropriation</i>	\$	374,129

Joint Administrative Services Fund

To be expended only on order of the Joint Administrative Services Board:

<i>Transfer from General Fund</i>	\$	510,810
<i>Total Appropriation</i>	\$	510,810

Unemployment Compensation Fund

To be expended only on order of the Board of Supervisors or School Board:

<i>Transfer from General Fund</i>	\$	25,000
<i>Total Appropriation</i>	\$	25,000

TESTE:

David L. Ash, County Administrator

Supervisor Dunning moved to adopt the Item 2 on the FY2012 Appropriations Resolution. 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

2. **BE IT RESOLVED**, by the Board of Supervisors of the County of Clarke, Virginia, that the Treasurer of Clarke County, Virginia is hereby authorized to honor Food Service warrants drawn by the School Board of Clarke County for the fiscal year 2011-2012 to the extent of the balance in such Food Service Fund as of 30, June, 2011, plus such receipts as may be deposited during the Fiscal Year 2011-2012.

TESTE:

David L. Ash, County Administrator

Supervisor Dunning moved to adopt Item 3 on the FY2012 Appropriations Resolution. 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

3. **BE IT RESOLVED**, by the Board of Supervisors of the County of Clarke, Virginia, that the Treasurer of Clarke County, Virginia, be and hereby is authorized to honor Drug Enforcement Fund warrants drawn by the County of Clarke for the Fiscal Year 2011-2012 to the extent of the balance in such Drug Enforcement Fund as of 30, June, 2011, plus such receipts as may be deposited during the Fiscal Year 2011-2012.

TESTE:

David L. Ash, County Administrator

Supervisor Dunning moved to adopt Item 4 on the FY2012 Appropriations Resolution. 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

4. **BE IT RESOLVED**, by the Board of Supervisors of the County of Clarke, Virginia, that the Treasurer of Clarke County, Virginia, be and hereby is authorized to honor Joint Government Center Fund warrants drawn by the County of Clarke for the Fiscal Year 2011-2012 to the extent of the balance in such Joint Government Center Fund as of 30, June, 2011, plus such receipts as may be deposited during the Fiscal Year 2011-2012.

TESTE:

David L. Ash, County Administrator

Adopted this 12th day of April 2011

Adjournment

There being no further business to be brought before the Boards at 5:35 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, April 19, 2011 at 1:00 p.m. in the Main Meeting Room, 101 Chalmers Court, 2nd Floor, Berryville, Virginia.

ATTEST: April 12, 2011

J. Michael Hobert, Chair

David L. Ash, County Administrator

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

Clarke County Board of Supervisors

Consent Agenda

- Request for Easement Purchase approval for Karel Wennick, Arnold Rexroad, Lawrence and Jane Wood, Lawrence Buckner
- Agreement Between Clarke County and Shenandoah Farms Sanitary District

MEMORANDUM

TO: Board of Supervisors, David Ash
FROM: Alison Teetor
DATE: April 12, 2011
SUBJECT: Request for Easement Purchase approval

The Clarke County Easement Authority has approved the following easements for purchase. The Authority requests the Board of Supervisors to authorize the Chairman of the Board of Supervisors to execute deeds, easements, and other documents necessary to the transactions.

DUR PURCHASE

Karel Wennick: There are two parcels for consideration. The properties are located in Blue Ridge Downs subdivision on the east side of Kennel Road at the end of Burch Lane. Tax Map# 30-((1))-11 is 5.06 acres of vacant land with 1 DUR, the property resource score is 40.75. The parcel adjoins a conservation easement and the owner would like to retire the DUR and merge the parcel with his other property. Tax Map# 30-((A))-12 is 11.09 acres has an existing pre-1980 house and an extra DUR. The applicant would retire the remaining DUR. The property resource score for this property is 37.97. The properties meet the easement criteria by scoring over 35 and retiring a DUR. The smaller parcel is also adjacent to an existing easement.

Purchase offer \$40,000, County - \$20,000, VDACS - \$20,000

Arnold Rexroad: The parcel is located on the east side of Auburn Road 3/10ths of a mile north of the intersection with Castleman Road. The parcel is 13.02 has an existing house which was built in 1997. The applicant would like to retire the remaining DUR. The property resource score is 39.14, the parcel is not over 40 acres and is not adjacent to an existing easement.

Purchase offer \$20,000, County - \$10,000, VDACS - \$10,000

Lawrence and Jane Wood: There are two parcels for consideration. The properties are located on the west side of Lockes Mill Road approximately 1.4 miles east of the intersection of Parshall Road. The application includes Tax Map# 24-((A))-34D, 40.72 acres, with an existing house and no remaining DUR's. This parcel had a property resource score of 38.85. The second parcel is Morgan Island, Tax Map# 24-((A))-34C, 5 acres, and does have a DUR. The property resource score is 48.69. The applicants would like to retire the DUR on the island and place both properties in easement. The parcels front on the Shenandoah River.

Purchase offer \$20,000, County - \$10,000, VDACS - \$10,000

Lawrence Buckner: The parcel is located on the east side of Howellsville Road (Route 658) approximately ¾ miles south of Route 50. The parcel is long and narrow, consisting of 14.78 acres of wooded vacant land with 1 DUR. In reviewing the parcel 3 out of 4 criteria have

been met. The parcel is adjacent to the Idlewild Easement. The remaining DUR will be retired and the property resource score was 53.14. Approximately half of the property has slopes over 25% and Mr. Buckner has owned it since 1970. The parcel has 225 feet of frontage on Howellsville Road, a State Scenic Byway and is visible from the River.

Purchase offer \$20,000, County - \$10,000, VDACS - \$10,000



COUNTY OF WARREN

Office of the County Attorney
Warren County Government Center
220 North Commerce Avenue, Suite 100
Front Royal, Virginia 22630

Phone: (540) 636-6674

FAX: (540) 636-6980

email: bmitchell@warrencountyva.net

dwhitten@warrencountyva.net

pblamer@warrencountyva.net

April 11, 2011

Blair D. Mitchell
County Attorney

Dan N. Whitten
Assistant County Attorney

Paula J. Blamer
Legal Secretary

**BOARD OF
SUPERVISORS**

CHAIRMAN
Archie A. Fox
Fork
District

VICE-CHAIRMAN
Glenn L. White
North River
District

Tony F. Carter
Happy Creek
District

Linda P. Glavis
South River
District

Richard H. Traczyk
Shenandoah
District

Douglas P. Stanley
County Administrator

Robert T. Mitchell, Jr., Esquire
Hall, Monahan, Engle, Mahan & Mitchell
PO Box 848
Winchester, Virginia 22604

**RE: Agreement between Clarke County and Shenandoah Farms
Sanitary District**

Dear Bob:

Thank you for sending me the March 14, 2011 version of the Agreement. I apologize for taking so long to get back to you. Your version of the Agreement looks fine as it is, and it needs to go to both your Board and my Board for approval. I will go ahead and put it on my Board's April 19th agenda for approval and signature. Please let me know when it will go to your Board, and whether you want anyone from Warren County to attend to help explain this.

Thank you again for your help in this.

Sincerely,

Blair D. Mitchell *pjb*

Blair D. Mitchell
County Attorney

BDM/pjb

Attachment

Cc: Douglas P. Stanley, County Administrator (attachment)

AGREEMENT TO ALLOW OPERATION AND MAINTENANCE

This **Agreement to Allow Operation and Maintenance** (“**Agreement**”) made and entered into this _____ day of _____, 2011 by and between the **SHENANDOAH FARMS SANITARY DISTRICT**, a political subdivision of the Commonwealth of Virginia acting by and through the Board of Supervisors of Warren County, Virginia, its governing body (hereinafter the “**Sanitary District**”) and the **BOARD OF SUPERVISORS OF CLARKE COUNTY, VIRGINIA**, a political subdivision of the Commonwealth of Virginia.

WITNESSETH:

WHEREAS, the Sanitary District was created and its boundaries defined by entry of orders of the Circuit Court of Warren County, Virginia on June 19, 1996 and March 5, 1997, and by Virginia law the Board of Supervisors of Warren County, Virginia serves as the governing body of the Sanitary District; and

WHEREAS, the Sanitary District encompasses certain defined portions of the Shenandoah Farms Subdivision within Warren County, including the roads and common properties and recreational facilities therein; and

WHEREAS, the Shenandoah Farms Subdivision as a whole also includes parcels and properties within Clarke County; and

WHEREAS, several such parcels within Clarke County, located generally at 6401 Howellsville Road, serve as the community center, meeting hall, and business office of the Property Owners of Shenandoah Farms (POSF), a property owners association organized under the laws of Virginia, together with an outdoor amphitheater, a playground and river access lots (herein collectively referred to as “Community Center”); and

WHEREAS, the Sanitary District has recently assumed the responsibility for the maintenance of the roads and common properties of the Sanitary District, and also desires to assume responsibility for the operation and maintenance of the Community Center, located in Clarke County, for use as a sub-station or office for the Sanitary District for the location within its parking lot of vehicles, equipment, and supplies appropriate for road maintenance and snow removal, and for recreational use; and

WHEREAS, Section 21-118.4 of the Code of Virginia does not permit the expenditure of public funds of the Sanitary District for maintenance of a community center or recreational facility located outside the boundaries of the Sanitary District unless the Sanitary District enters into an Agreement with the political subdivision in which the facility is located, pursuant to Section 15.2-1300 of the Code of Virginia; and

WHEREAS, the Sanitary District and Clarke County now desire to enter into such an Agreement to allow the Sanitary District to expend its public funds for the maintenance and operation of the Community Center.

NOW, THEREFORE, for and in consideration of the sum of One Dollar (\$1.00) and the mutual covenants contained herein, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. Clarke County agrees that the Sanitary District may operate and maintain the Community Center for the purposes of use as a sub-station or office for the Sanitary District; for the location of vehicles, equipment, and supplies; for recreational use; and for any other lawful and appropriate use by the Sanitary District.

2. The purpose of this Agreement is for Clarke County to agree for the Sanitary District to operate and maintain the Community Center, located in Clarke County, and by this Agreement Clarke County does not assume any responsibility, financial or otherwise, for the operation and/or maintenance of the Community Center, or any liability related thereto.

3. The duration of this Agreement is perpetual.

4. Clarke County may terminate this Agreement by ninety (90) days written notice to the Sanitary District.

WITNESS the following signatures:

SHENANDOAH FARMS SANITARY DISTRICT
Board of Supervisors of Warren County, Virginia,
its governing body

CLARKE COUNTY, VIRGINIA

By: _____
Archie A. Fox, Chairman
Board of Supervisors of Warren County, VA

By: _____
J. Michael Hobert, Chairman
Board of Supervisors of Clarke
County, Virginia

Clarke County Board of Supervisors

Citizen Comment Period

Clarke County Board of Supervisors



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

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

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

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

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

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

March 30, 2011

Historic Long Branch
830 Long Branch Lane
P.O. Box 241
Millwood, VA 22646

Attention: Angela Anderson

Re: Special Event Permit Application for Rock N River June 4, 2011

Pursuant to review of the above-referenced event application, it was noted that the number of previously-approved event days for this location exceeded the five or fewer days allowable for small special event application. Subsequent to legal review, it has been determined that this is a medium special event [150 to 499 persons attending with six [6] or more event days in a calendar year]; and as such, shall be subject to review by the Clarke County Board of Supervisors.

For this matter to be included on the Clarke County Board of Supervisors Agenda for April 19, 2011, the following information must be received in the Clarke County Administrator's Office [address below] no later than Tuesday, April 12, 2011:

- ✓ Responses, where available, from all notified parties:
 1. Boyce Volunteer Fire and Rescue
 2. Clarke County Building Department
 3. Clarke County Health Department
 4. Clarke County Sheriff's Office
 5. Virginia Department of Alcoholic Beverage Control Board
 6. Virginia Department of Transportation
 7. Virginia State Police

- ✓ Completed F1211-06D County of Clarke Right of Entry Permission Form [Form Enclosed]

Let me know if I can be of further assistance.

Regards,

David Ash, County Administrator

101 Chalmers Court, Suite B
Berryville, VA 22611

www.clarkecounty.gov

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

*Boyce Volunteer Fire Company
P. O. Box 285
Boyce, Virginia 22620
(540) 837-1228*

Mr. Michael Hobert, Chairman
Clarke County Board of Supervisors
101 Chalmers Court, Suite B
Berryville, Va. 22611

7 April 2011

Dear Mr. Hobert,

Today, I met with David Boyce and his staff to discuss the proposed Rock N River Festival, planned for 4 June 2011.

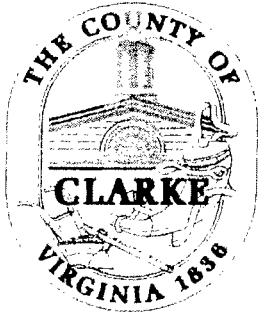
After some discussion it became clear to me that they do not have a good estimate of the crowd size since this is a completely new venture for them. I believe their estimate of 475 people is unrealistically low. With that in mind, we have agreed that Long Branch will keep me advised of the number of advance tickets that are sold and the level of interest generated by their advertizing. That will allow the Fire Company to more accurately gauge the staffing and equipment that will be required to adequately provide fire and emergency medical protection for this event.

I think we should anticipate two or three thousand people attending this event and the Fire Company will prepare for that eventuality. Even at that level, it will be well within our capability to cover this event.

Assuming ongoing cooperation from the staff at Long Branch, I am sure we will have no problems providing the necessary coverage.

Sincerely,

Bryan H. Conrad, Chief
Boyce Vol. Fire Co.
7 South Greenway Ave.
Boyce, Va. 22620



CLARKE COUNTY BUILDING DEPARTMENT

101 Chalmers Ct.
Berryville, Virginia 22611

1-540-955-5112

FAX: 540-955-5170

March 31, 2011


Angela Anderson
Director of Events, Long Branch Historical Properties
830 Long Branch Lane
P.O. Box 241
Millwood, Virginia 22646

Dear Ms. Anderson;

I have received your letter requesting review of the plans for the special event listed as Rock N River Festival. I have requested the full event package from the Clarke County Administrator's office in order to make a complete review. I have attached guidelines for what information is needed by the Clarke County Building Department in order to complete a review for special events. Normally we receive the complete permit package from the Clarke County Administrator's office and we respond directly to his office. Hopefully this will assist you in future events at Historic Long Branch.

The Clarke County Building Department has been involved in many events, both small and large, at Historic Long Branch and has always had good working relations with your staff. We are looking forward to continuing to provide support of your programs.

Sincerely,


Gary R. Pope, Building Official
County of Clarke

grp/

cc: David Ash, County Administrator

Building Department Guidelines for Special Events Permits:

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

- **Tents** - Any tent greater than 900 square feet in size will require a Building Permit and inspections prior to the event. Inspection shall be arranged to be done during normal business hours Monday through Friday at least the day prior to the event. The event application should provide diagrams or layouts of the location of the tent(s). All tents shall be fire retardant treated with the appropriate approval label on the tent and shall have a mounted and posted fire extinguisher (5 lb. ABC min.) located in each tent. If the tent is enclosed, it shall have two (2) forms of exit that are labeled and illuminated if the event occurs after daylight. If the event will occur after daylight hours, emergency lighting shall be provided.
- **Electrical Systems** – Any temporary or portable electrical distribution systems shall require an Electrical Permit and inspections prior to the event. All portable or temporary systems shall be Ground Fault Interrupter Circuit (GFIC) protected. Trailer mounted generators shall be provided with ground rods and grounding conductors appropriate for the generator output requirements. All equipment shall be listed and labeled for the application (weather resistant). No portable generators are allowed inside any tents or trailers where persons would normally enter. A description of the electrical distribution system shall be provided with the special event application.
- **Gas Appliances** – All gas appliances including cooking and heating appliances shall be inspected including leak tested prior to the event. No gas cylinders will be allowed inside tents or occupied trailers or structures. All gas cylinders shall be secured in areas not normally used by the public. All gas equipment shall be in good working order and shall meet requirements of the Virginia Fuel Gas Code.
- **Lighting** – Information pertaining to the temporary lighting systems shall be provided with the special event application including output wattage and generation system. Lighting system shall be located not to project excessive lighting off of the premises and not to blind any moving traffic on or of the event property. Any lighting pointing to the property boundary shall be shielded and downcast.
- **Inspections** – Arrangement for inspections shall be scheduled to occur prior to opening of the event during normal business hours between Monday and Friday. Required inspections shall be scheduled at least twenty-four (24) hours prior to the expected inspection. If special times and arrangements are required, prior approval will need to be arranged with the Clarke County Building Department.

grp/ rev.3/11

To Clarke County Board of Supervisors

April 6, 2011

RE: Rock N River Festival
Long Branch Historic House & Farm
Saturday June 4, 2011.

Dear Supervisors,

As in the past, the Health Department will regulate temporary foodservice, sewer, water, and trash removal for the above-referenced festival in Clarke County.

I have reviewed the Temporary Event Coordinator's Packet from Long Branch Director of Events, Angela Anderson, online as part of their application to the County. The Coordinator's checklist is acceptable to the Health Department.

We ask that all vendors submit an application for Temporary Food Service Permits at least 30 days prior to the event.

Portable toilets will be permitted in the number of 1 for every 100 people who attend. The number of toilets would correspond to the maximum number of people who would be there *at any one time*, rather than the total number of people expected to attend the event. You may want to amend your figures to reflect this. In addition, 1 handicapped toilet for every 500 people would be needed.

***Also, a good water sample result (a "presence/absence" test for total coliform bacteria) must be provided to the Health Department prior to any event, when the temporary food stands are hooking up to the Long Branch water supply. The sample can be a presence/absence test for bacteria. One sample per year is sufficient for all the various festivals.**

Call if you have any questions.

GML/gml
CC: Long Branch
file

Sincerely,

Greg Lloyd
Environmental Health Specialist Sr.

Clarke**lwalburn@clarkecounty.gov**

± Font Size -

Re: June Festival

From : Tony Roper <troper@clarkecounty.gov> Thu, Mar 31, 2011 12:52 PM
Subject : Re: June Festival
To : Angie <angie@historiclombbranch.com>
Cc : Lora Walburn <lwalburn@clarkecounty.gov>

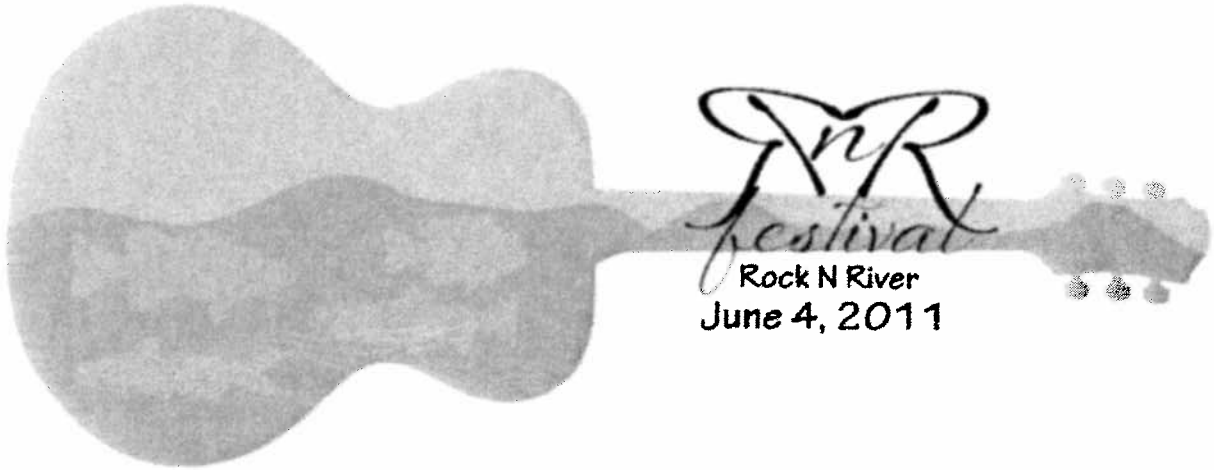
Good afternoon, Angie,

As you can see, I am letting Lora Walburn know that you and I have corresponded, and suspect that this e-mail will meet the requirements of the county. Your plans for the June 4th, 2011 event planned for Long Branch fulfill all of the requirements that this office has jurisdiction over, specifically security. I note that you have worked with law-enforcement in much the same way as the "tried and true" model of previous festivals at Long Branch. If either you or Ms. Walburn require any additional, please let me know.

From: "Angie" <angie@historiclombbranch.com>
To: lichliter@clarke.k12.va.us, "Tony Roper" <troper@clarkecounty.gov>
Cc: david@historiclombbranch.com
Sent: Wednesday, March 30, 2011 3:13:06 PM
Subject: June Festival

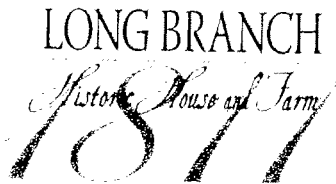
Good afternoon Mr. Lichliter and Mr. Roper. I am writing with hopes that either one of you may be able to draft a letter in response to my request for assistance with the June 4th, Rock N River Festival held at Long Branch. Ms. Lora Walburn with the Clarke County Board of Supervisors has requested that I submit something in writing stating that I have discussed the plans of the Festival with your office and your seal of approval. I apologize for any inconvenience this may cause and please don't hesitate in calling or writing me back should you have any additional questions or concerns. I am very much looking forward to working with your office and deputies again this year in June and again in October. It is always a breath of fresh air working with individuals who are dependable and just a delight to work with.

Have a great day!



*Angela Anderson
Director of Events
LONG BRANCH Historic House and Farm
PO BOX 241/830 Long Branch Lane
Millwood, VA 22646
Phone: 540-837-1856
Fax: 540-837-2289
Email: angie@historiclongbranch.com
Website: www.historiclongbranch.com*

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



RECEIVED MAR - 4 2011

February 24, 2011

Mr. David Ash
Clerk to the Clarke County Board of Supervisors
102 N. Church St.
Berryville, VA 22611

Dear Mr. Ash:

I have enclosed the Special Event Permit application for the First Annual 2011 Rock N River Festival held at **LONG BRANCH Historic House and Farm**. The application includes the Permission for Entry form, a current copy of our insurance certificate, Festival grounds and traffic maps, and copies of letters sent to applicable emergency services.

In order to ensure receipt of our application to your office for immediate review, I have not included the responses from the local emergency offices. I have personally contacted all local emergency offices notifying them of our Festival plans and mailed letters requesting their assistance with this first year event. As soon as I receive their responses, I will send a copy to your office.

If you have any questions or comments, please feel free to contact me at 540.837.1856.

Sincerely,

A handwritten signature in cursive script that reads "Angela Anderson".

Angela Anderson
Director of Events

Enclosures

cc: Ms. Lora Walburn, Executive Assistant
Mr. David Boyce, Executive Director
Ms. Alex McKay, Special Events Associate



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

Rock N River Festival

Name of Event

Long Branch Historic House and Farm

Location of Event

Long Branch Historic House and Farm

Applicant Name and Organization if applicable [Please Print]

830 Long Branch Lane/PO BOX 241 Millwood, VA 22646

Applicant/Organization Address [Please Print]

540-837-1856

Telephone No.

540-837-2289

Fax No.

info@historiclombbranch.com

Email Address

Date[s]: Saturday, June 4, 2011

Event No.:

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

Estimate the number of Attendees (Maximum expected) 475

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 checked="" type="checkbox"/>	Small Special Event – Special Events for 150 to 499 persons attending five [5] or fewer event days per calendar year.	One [1] Event Application Two [2] or More Events In An Application Up to Five [5]	\$100 \$100 1st Event Application \$50 Each Event 2-5 / Each Year 2-3
<input type="checkbox"/>	Medium Special Event – Special Events for 150 to 499 persons attending with <u>six [6] or more event days</u> in a calendar year.	One [1] Event in Application Two [2] or More Events In An Application	\$100 \$100 1st Event Application \$50 Each Event 2-9 / Each Year 2-3 + Cost of Public Hearing Notice
<input type="checkbox"/>	Medium Special Event – Special Events for <u>500 to 999</u> persons attending	Each Event Application	\$250 \$100 Each Year 2-3 + Cost of Public Hearing Notice
<input type="checkbox"/>	Large Special Event – Special Events of 1000 or more persons attending an event.	Each Event Application	\$500 \$100 Each Year 2-3 + Cost of Public Hearing Notice

Instructions and Notes:

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

§ 57-4 Scaled Drawing

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

- (a) The areas for performances or activities and for grandstands or seats, showing the location of all aisles for pedestrian travel and other crowd-control measures.
- (b) All physical 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: Saturday, June 4, 2011 between the hours of 11:00 am and 9:00 pm

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

- 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: Advance Tickets will be available for purchase online at \$20/person and Gate admission (the day of the event) will be \$30/person.

- 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: TBA

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

Certificate of insurance attached. No Yes

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

Adjoining Property Owners.

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

Health Department Notice and Approvals:

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

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

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

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

Statement of plan for providing water included with application including location and type of water facilities included in plan: Individual food vendors will provide water. I have also attached the Coordinator's Checklist for a Temporary Food Permit that has been submitted to the Health Department.

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.: Please see attached document with Alpine Portable Restrooms.

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.: I will be renting two (2) 30 yard containers from Ridgerunner Container Service for the event. Long Branch will also have 75+ barrels placed strategically on the Festival grounds and a local Boy Scout troupe will be volunteering all day to periodically empty all barrels into the dumpsters (containers). Ecycle will also be providing containers for recycling purposes.

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: Boyce Volunteer Fire Company will serve as lead agency and will arrange for, organize, and manage all emergency services as required.

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. Individual Vendors responsible for providing food and water. All Food Vendors are responsible for obtaining a Temporary Health Permit as well.

Will alcoholic beverages be served? No Yes If yes:

Virginia Alcohol Beverage Control Board Notice/Approval Date: Letter sent 2/25/2011 Approval attached.

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

Local Fire & Rescue Company Notice and Approvals

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

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

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

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

Statement of plan to provide adequate on-site medical facilities and emergency medical transport vehicles included in plan: Boyce Volunteer Fire Company will serve as lead agency and will arrange for, organize and manage all emergency services as required.

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. Boyce Volunteer Fire Company will serve as lead agency and will arrange for, organize and manage all emergency services as required.

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

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. Estimated 10-15 volunteers to direct and park vehicles in 3 pastures totaling 96 acres, if necessary. Traffic control will also be provided by state and local enforcement.

State Police Notice/Approval Date: Letter sent Approval attached.
2/25/2011

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. Assistance provided by state and local law enforcement. Off-duty police officers provide traffic control in accordance with VDOT approved traffic control plan. Directional signage at Rt. 50 E and W, Rt. 624 and 626, White Post and Winchester.

VDOT Notice/Approval Date: Letter sent Approval attached.
2/25/2011

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. Assistance provided by local law enforcement

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, amusement rides including inflatables and climbing walls. Also, the Building Department inspects emergency vehicle access.*

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

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

- ✓ Check here if you have submitted your written plan to the Building Department and have their letter of approval attached to your application. Approval attached
- ✓ Check here if you have not submitted your plan to the Building Department. Not attached
- Note: 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.

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

Will outdoor lighting be utilized? No Yes

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

Type[s] of temporary structures: Tents (40x20 and 40x40) and Temporary Stage

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

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

Plan for adequate communications systems included with application. Walkie Talkies will be utilized for staff communication and all emergency personnel will receive a walkie talkie as well.

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

List safety services: _____

Applicant Additional Information:

Use this area for additional information, if applicable:

In order to ensure receipt of our application to your office for immediate review, I have not included the approval or responses from the local emergency offices and/or local departments that approvals are necessary from. However, I have personally contacted ALL local departments and explained the Festival plans and the specific needs I am requesting from each of them. Letters notifying them of our festival plans for June 4, 2011 have been mailed as well. As soon as I receive their response, I will send a copy to the Clarke County Board of Supervisors Office.

I would also like to note that a portion of the proceeds will benefit two additional non-profit organizations: "The Downstream Project" and "Friends of the Shenandoah River"

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.

Angela Anderson
Applicant Signature

2/25/2011
Date

Angela Anderson
Printed Name

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



Philadelphia Indemnity Insurance Company
 One Bala Plaza, Suite 100, Bala Cynwyd, Pennsylvania 19004

COMMON POLICY DECLARATIONS

Policy Number: PHPK573608

Named Insured and Mailing Address:
 Historic Long Branch; The Harry Z.
 Foundation Inc
 PO Box 241
 Millwood, VA 22646-0241



Policy Period From: 05/22/2010 **To:** 05/22/2011

at 12:01 A.M. Standard Time at your mailing address shown above.

Business Description: Museums Package

IN RETURN FOR THE PAYMENT OF THE PREMIUM, AND SUBJECT TO ALL THE TERMS OF THIS POLICY, WE AGREE WITH YOU TO PROVIDE THE INSURANCE AS STATED IN THIS POLICY.

THIS POLICY CONSISTS OF THE FOLLOWING COVERAGE PARTS FOR WHICH A PREMIUM IS INDICATED. THIS PREMIUM MAY BE SUBJECT TO ADJUSTMENT.

	PREMIUM
Commercial Property Coverage Part	19,529.00
Commercial General Liability Coverage Part	2,120.00
Commercial Crime Coverage Part	
Commercial Inland Marine Coverage Part	5,022.00
Commercial Auto Coverage Part	1,509.00
Businessowners	
Workers Compensation	
Sexual/Physical Abuse	350.00
Total	\$ 28,530.00
Total Includes Federal Terrorism Risk Insurance Act Coverage	3,509.00

FORM (S) AND ENDORSEMENT (S) MADE A PART OF THIS POLICY AT THE TIME OF ISSUE
Refer To Forms Schedule

*Omits applicable Forms and Endorsements if shown in specific Coverage Part/Coverage Form Declarations

CPD- PIIC (01/07)

**JANE YOUNG
 SERVICES
 YOUR ACCOUNT**

Authorized Representative

Permission to Enter Property

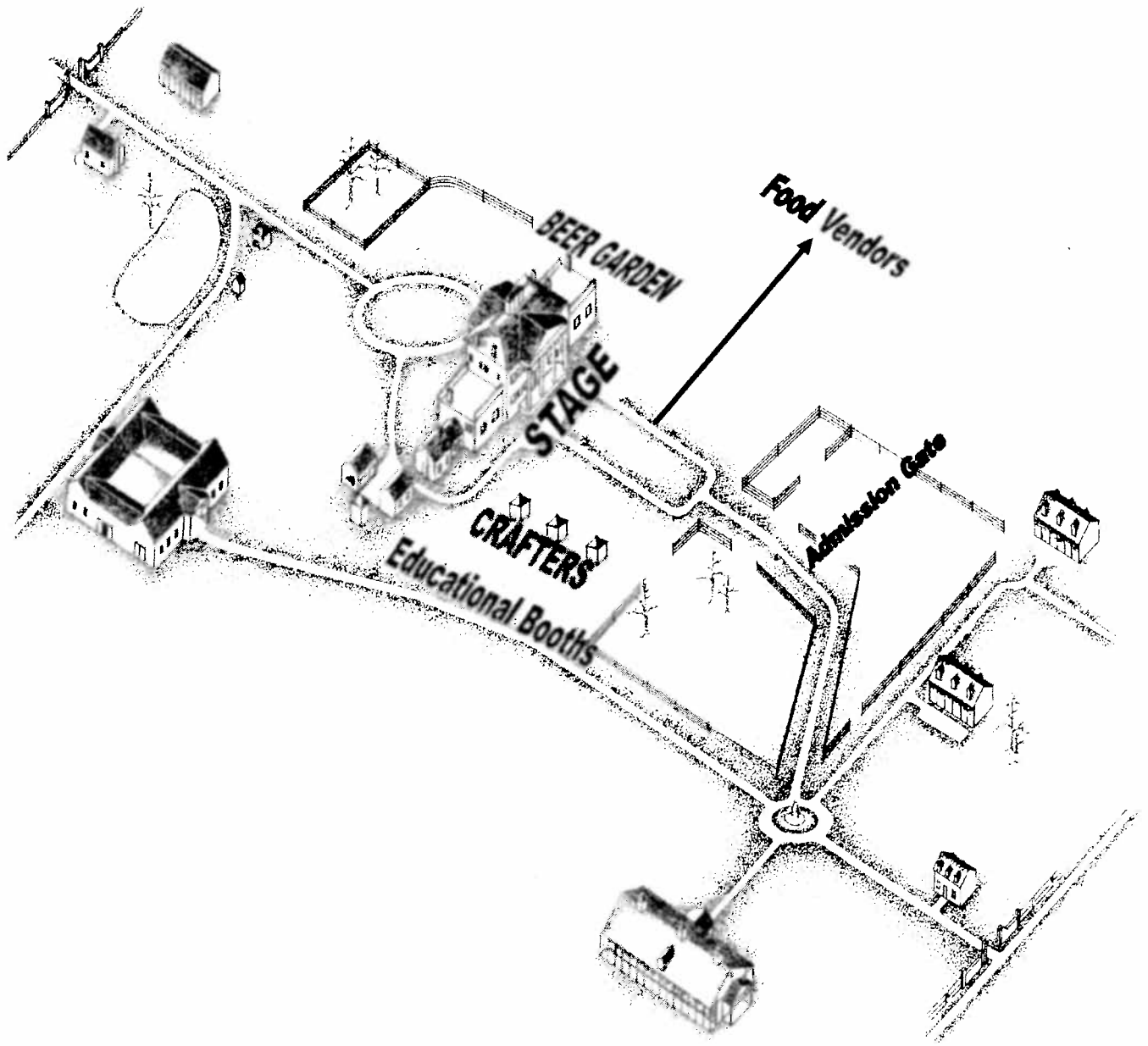
The Administrator, designee, and/or law enforcement officers will not enter “the property” **LONG BRANCH** unless a “representative” of “the property” **LONG BRANCH** is present.

As the “representative” **Angela Anderson** of “the property” **LONG BRANCH** I give permission for the administrator, designee, and/or law enforcement officers to enter **LONG BRANCH** to determine compliance with the approved permit for the June 4, 2011 Rock N River Festival held at LONG BRANCH.

Dated: 2/25/2011 Signed: Angela Anderson

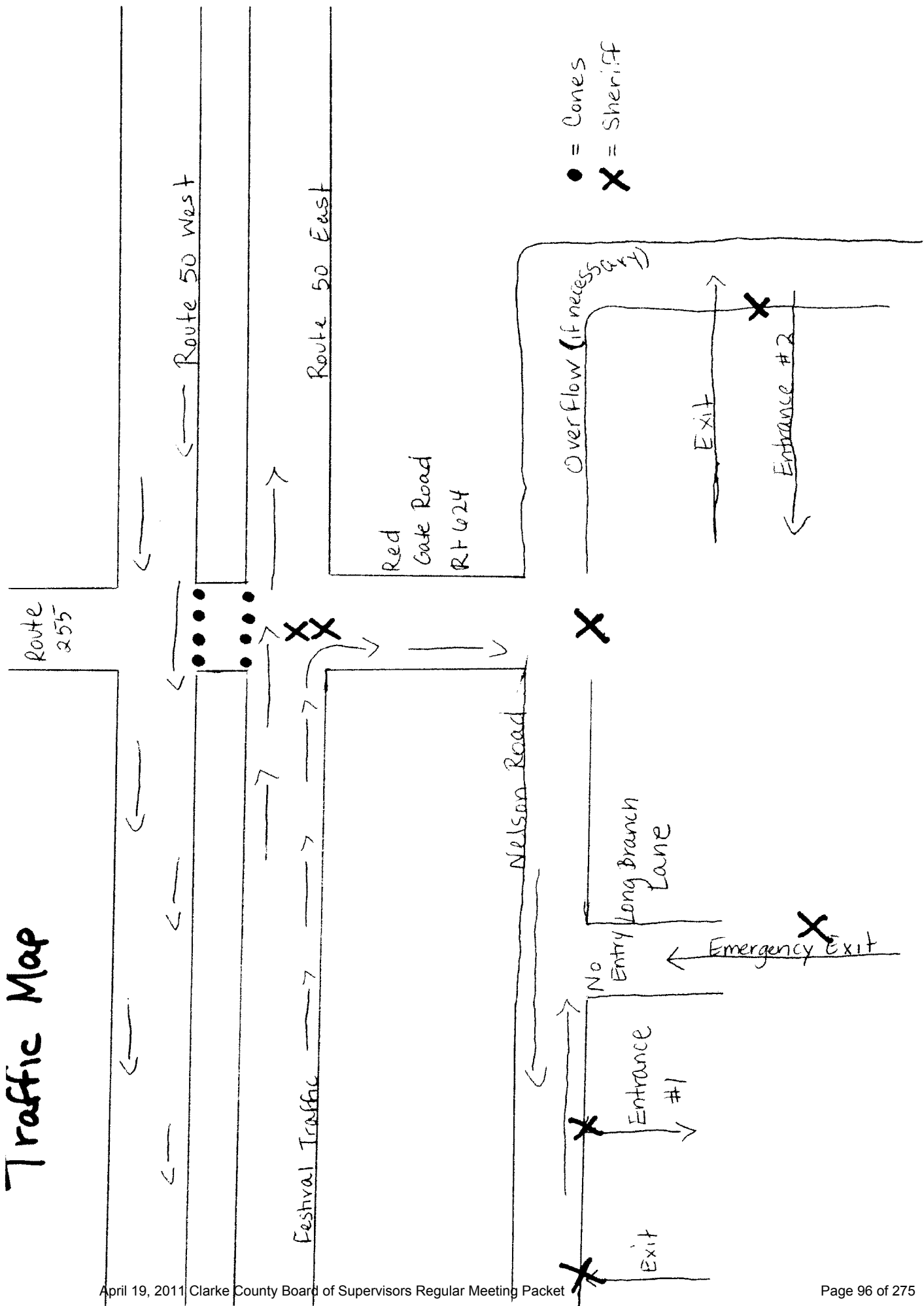
Print name: Angela Anderson, Director of Events

LONG BRANCH Historic House & Farm
830 Long Branch Lane
PO BOX 241
Millwood, VA 22646
540-837-1856
www.historiclongbranch.com



**Rock N River Festival
Grounds Map**

Traffic Map



LONG BRANCH
Historic House and Farm

February 24, 2011

Mr. Arthur R. Boyce, III
Commonwealth of Virginia
Department of Transportation
P.O. Box 308
Luray, VA 22835

Dear Mr. Boyce:

LONG BRANCH *Historic House & Farm* is proud to announce that we will be hosting a new event, Rock N River Festival. The festival will be a single-day Music Festival and will take place on the North lawns of LONG BRANCH. The event will benefit two additional non-profit organizations including, "The Downstream Project" and "Friends of the Shenandoah River."


LONG BRANCH *Historic House & Farm* will host the Rock N River Festival, Saturday, June 4, 2011 and in accordance with local regulations, this letter is to officially "notify" and request services.

We request traffic control assistance and equipment similar to services provided during the Balloon Festival in October. We estimate the event will draw a crowd of approximately 475 people for the first year. However, with that being said at this time it is difficult to predict how many people will attend this first year event.

I have enclosed the LUP-A and LUP-SF VDOT requires. We request and greatly appreciate your written confirmation as soon as possible in order for our application to be approved by the Clarke County Board Supervisors.

We thank you for your continuous support of LONG BRANCH. Please feel free to contact me at 540.837.1856 should you have any questions or require additional information. I look forward to your reply.

Sincerely,



Angela Anderson
Director of Events

cc: Mr. David Ash, Clerk, Clarke County Board of Supervisors
Mr. David Boyce, Executive Director
Ms. Alex McKay, Special Events Associate

Commonwealth of Virginia
LUP-A
Department of Transportation
PERMIT



LAND USE

6/2008

Application

APPLICATION is hereby made for permit as shown on the accompanying plan or sketch and as described below. Said activity(s) will be done under and in accordance with the rules and regulations of the Commonwealth Transportation Board of Virginia, in so far as said rules are applicable thereto and any agreement between the parties herein before referred to. Where applicable agreements may be attached and made a part of the permit assembly including any cost responsibilities covering work under permit. Applicant agrees to maintain work in a manner as approved upon its completion. Applicant also hereby agrees and is bound and held responsible to the owner for any and all damages to any other installations already in place as a result of work covered by resulting permit. Applicants to whom permits are issued shall at all times indemnify and save harmless the Commonwealth Transportation Board members of the Board, the Commonwealth and all Commonwealth employees, agents, and offices, from responsibility, damage, or liability arising from the exercise of the privileges granted in such permit to the extent allowed by law. In consideration of the issuance of a permit the applicant agrees to waive for itself, successors in interest or assigns any entitlements it may otherwise have or have hereafter under the Uniform Relocation and Assistant Act of 1972 as amended in event the Department or its successor, chooses to exercise its acknowledged right to demand or cause the removal of any or all fixtures, personality of whatever kind or description that may hereafter be located, should this application be approved.

TYPE OR PRINT CLEARLY

Driver's license or Tax ID number: 52-1706022 Owner Name: Long Branch/Harry Z. Isaacs Foundation, Inc. Address: PO Box 241 City: Millwood State: VA Zip Code: 22646	Contact Name: Angela Anderson or David Boyce E-mail Address: angie@historiclongbranch.com Phone Number: 540.837.1856 Emergency Number: 540.327.1196 (BJ Lewis) Fax Number: 540.837.2289
Driver's license or Tax ID number: 52-1706022 Agent Name: BJ Lewis (on-site contact) or Angela Anderson Address: PO Box 241 City: Millwood State: VA Zip Code: 22646	Contact Name: Angela Anderson or David Boyce E-mail Address: angie@historiclongbranch.com Phone Number: 540.837.1856 Emergency Number: 540.327.1196 (BJ Lewis) Fax Number: 540.837.2289
Permit Term Requested: 265 Days Fees Enclosed: \$40 Check Number: _____ Coupon Number(s): _____ Money Order: _____ Other: _____ Estimated cost of work to be performed on VDOT Right of Way \$: _____	
Surety Information: Surety Company Name: _____ Amount of Surety \$: _____ Obligation Amount \$: _____ Check #: _____ Bond #: _____ ILC #: _____ <input type="checkbox"/> Corporate Surety <input type="checkbox"/> Resolution <input type="checkbox"/> Ordinance <input type="checkbox"/> Waived	
The Surety posted by Owner () or Agent () Surety Refunds paid to Owner () or Agent () <small>** IF SURETY IS BY CHECK OR MONEY ORDER -- THEN SS# OR TAX ID# IS REQUIRED **</small>	
<small>Applicant has provided proof of the following requirements in accordance as defined in Code of Virginia section 2.2-1521.1.</small> <input type="checkbox"/> The utility company has registered as an operator with the appropriate notification center. <input type="checkbox"/> Attached is a notarized affidavit, that the utility owner has notified the commercial and residential developer, owner of commercial or multifamily real estate, or local government entities with a property interest in any parcel of land located adjacent to the property over which the land use is being requested, that application for the permit has been made.	

Request Permission: To perform the following activity and implement traffic control plan as approved by VDOT for the Rock N River Festival – June 4, 2011 – along routes 255, 50, 624, and 626. Traffic control and signage will be provided by contract company and local/state law enforcement (on and off duty) similar to the Balloon Festival held in October.

Location: Tax Map Number _____ Applicant Job No. _____
 Geographically in County / Town / City of **Clarke** On Highway Route and /or Name **Rte. 50/Various**
Between Route 50 St. Name **Waterloo** Latitude _____ Longitude _____
And Route 624/626 St. Name **Various** Latitude _____ Longitude _____

IF APPLICABLE, I AGREE TO PAY THE FULL SALARY AND EXPENSES OF A STATE ASSIGNED INSPECTOR IN CONJUNCTION WITH THIS PROJECT, COVERED BY ACCOUNT RECEIVABLE NUMBER.

Signature of applicant: Angela Anderson **Title:** Director of Events **Date:** 2/25/2011
Signature of agent: _____ **Title:** _____ **Date:** _____

(IF BOTH APPLICANT & AGENT ARE NAMED ABOVE – THEN SIGNATURE-TITLE-DATE OF BOTH ARE REQUIRED)

All applicable items on this form must be completed before your request can be considered. Recheck information furnished to avoid delay. Prepayment Required - make Remittance payable to Treasurer of Virginia.

VDOT USE ONLY

Receipt is hereby acknowledged of CHECK _____ COUPON _____ M.O. _____ In The Amount of \$ _____ Permit Fee \$ _____ Cash Surety \$ _____ VDOT Reference Number _____ Signed _____ VDOT.
--

Commonwealth of Virginia
LUP-SP
Department of Transportation
PERMIT
3/2010



LAND USE

Special Provisions

NOTICE OF PERMITTEE LIABILITY
Permittee Agreement for Land Use Permit Issuance

I the undersigned applicant hereby acknowledge that I am fully cognizant of all of the following requirements associated with the issuance of a VDOT Land Use Permit.

Applicant Name: **Long Branch/The Harry Z. Isaacs Foundation, Inc.**

Applicant Signature: *Angela Anderson*

Project Name: **1st Annual Rock N River Festival held on Saturday, June 4th, 2011**

Route Number: **Between Route 50 and Route 624/626**

County: **Clarke**

Residency:

Any of the following provisions that may apply, shall apply:

1. Permittee acceptance and use of a *Virginia Department of Transportation* (VDOT) Land Use Permit is prima facie evidence that the permittee has read and is fully cognizant of all required permit provisions, applicable traffic control plans and associated construction standards to be employed. **ALL** applicants to whom permits are issued shall at all times indemnify and save harmless the **Commonwealth Transportation Board**, members of the **Board**, the **Commonwealth**, and all **Commonwealth** employees, agents, and officers, from responsibility, damage, or liability arising from the exercise of the privileges granted in such permit to the extent allowed by law.
2. The permittee agrees to secure and carry insurance against liability for personal injury and property damage that may arise from the work performed under permit and/or from the operation of permitted activity-up to one million dollars (\$ 1,000,000) each occurrence to protect the **Board** members and the Department's agents or employees; seventy-five thousand dollars (\$75,000) each occurrence to protect the **Board**, the **Department**, or the **Commonwealth** in event of suit.
3. The permittee assumes full responsibility for any and all (downstream flooding, erosion, siltation, etc.) damages that may occur as a result of the work performed under this permit. Furthermore, the **Department** will in no way be responsible for any damage to the facility being placed as a result of future maintenance or construction activities performed by the **Department**.
4. The permittee agrees to move, remove, alter, or change any installation that interferes with the ultimate construction of the highway in alignment or grade at **NO** cost to the **Department** unless otherwise stipulated and agreed to by the **Department**.
5. The permittee shall immediately correct any situation that may arise as a result of these activities that the District Administrator's designee deems hazardous to the traveling public.
6. Any and all highway signs, right-of-way markers, etc., disturbed as a result of work performed under this permit shall be accurately reset by the permittee immediately following the work in the vicinity of the disturbed facility. The services of a certified land surveyor with experience in route surveying may be required.

7. It shall be the permittee's responsibility to obtain ANY and ALL necessary permits that may be required by any other government agencies, i.e., *U.S. Army Corp. of Engineers, Department of Environmental Quality, Department of Conservation and Recreation, etc.*
8. A copy of the VDOT Land Use Permit shall be maintained at the work site at all times.
9. The permittee shall notify the local VDOT Residency Office or Permit Office at least **48 hours** prior to commencement of ANY work requiring inspection and/or testing as stipulated in VDOT's Road and Bridge Standards (current edition) and VDOT's Road and Bridge Specifications (current edition). Failure to carry out this requirement may result in permit revocation.
10. The permittee is required to notify the local VDOT Residency Office or Permit Office, and the District Traffic Engineering Section when planned excavation is within 1,000 feet of a signalized intersection. Failure to carry out this requirement may result in permit revocation.
11. The permittee shall to notify "*Miss Utility*" (or each operator of an underground utility where no notification center exists) of ANY planned excavation within state maintained right-of-way. This notification must be provided at least **48 hours** (excluding weekends and holidays) in advance of commencing with ANY planned excavation within state maintained right-of-way. Failure to carry out this requirement may result in permit revocation.
12. It is the duty of the District Administrator's designee to keep all roads maintained in a safe and travelable condition at ALL times. Therefore, any permit may be denied, revoked or suspended when in the opinion of the District Administrator's designee, the safety, use or maintenance of the highway so requires.
13. The permittee shall at ALL times give strict attention to the safety and rights of the traveling public, their employees and themselves. VDOT reserves the right to stop work at anytime due to safety problems and/or non-compliance with the terms of the permit. The *Department* may, at its discretion, complete any of the work covered in the permit or restore the right-of-way to the Department's standards and bill the permittee for the actual cost of such work. The permittee may be required to move, alter, change or remove from state maintained right-of-way, in a satisfactory manner, any installation made under this permit.
14. ALL work authorized under the auspices of a VDOT land use permit shall be subject to VDOT's direction and be in accordance with VDOT's *Road and Bridge Standards* (current edition) and VDOT's *Road and Bridge Specifications* (current edition).
15. Design changes, specified material changes and/or field changes from the approved plans shall be submitted to the appropriate District Administrator's designee for review and approval prior to proceeding with the proposed changes. This submittal shall include written justification, supplemental documentation and/or engineering calculations that support the requested changes.
16. The permittee shall meet or exceed the existing pavement design and typical section when constructing pavement widening adjacent to an existing state maintained roadway. The proposed pavement design and typical section shall be approved by the District Administrator's designee prior to commencing with any work within state maintained right-of-way. ALL pavement widening shall be in accordance with *VDOT Road and Bridge Standard 303.02*.

Traffic Control and Safety

17. In accordance with the Virginia Department of Transportation (VDOT) Road and Bridge Specification, Special Provision 105.14, beginning July 1, 2009, all activities performed under the auspices of a VDOT Land Use Permit involving the installation, maintenance and removal of work zone traffic control devices must have at least one (1) person on-site who, at a minimum, is verified by VDOT in Basic Work Zone Traffic Control. A person verified by VDOT in Intermediate Work Zone Traffic Control must be on-site to provide supervision during work zone adjustments or changes to traffic control due to field conditions. These persons must have their verification card with them while on the work site. The permittee shall be exempt from this requirement if

the permitted activity does not involve the installation, maintenance and removal of work zone traffic control devices.

18. Traffic shall **NOT** be blocked or re-routed (detoured) without **written** permission from the District Administrator's designee.
19. During construction, the permittee shall furnish **ALL** necessary signs, flag persons and other devices (lights, barricades, etc.) providing protection for traffic and workers in accordance with the *Virginia Work Area Protection Manual* or as directed by the District Administrator's designee.
20. **ALL** signs shall be in accordance with the current edition of the *Manual of Uniform Traffic Control Devices* (MUTCD).
21. Trained, certified flag persons shall be provided in sufficient number and locations as necessary for control and protection of vehicular and pedestrian traffic in accordance with the MUTCD. The flag person shall carry their certification card while performing flagging duties within state maintained right-of-way. Any flag person found not in possession of his/her certification card shall be removed from the flagging site and the District Administrator's designee will suspend all permitted activities requiring flag persons. Furthermore, flag persons performing duties improperly shall have their certification **revoked**.

Authorized Hours and Days of Work

22. Normal hours for work under the authority of a permit single use or district-wide are from 9:00 a.m. to 3:30 p.m. for all highways classified as arterial or collector. All highways classified as local roads will have unrestricted work hours and days. The classifications for all state maintained highways can be found at the following link: http://www.virginiadot.org/projects/fxn_class/maps.asp
23. Permitted non-emergency work will not be allowed on arterial and collector highway classifications from noon on the preceding weekday through the following state observed holidays: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day. If the observed holiday falls on a Monday, the permit will not be valid from noon on the preceding Friday through noon on Tuesday.
24. The district administrator's designee may establish alternate time restrictions in normal working hours for single use permits.
25. The central office permit manager may establish alternate time restrictions in normal working hours for district-wide permits.

Excavation

26. All excavation within state maintained rights-of-way shall comply with OSHA Technical Manual, Chapter 2, Title Excavation: Hazard Recognition in Trenching and Shoring. A professional engineer shall certify all shoring and/or trench boxes.
27. No excavated material is to be placed or tracked on the pavement without **written** permission from the District Administrator's designee. When so authorized, the pavement shall be satisfactorily cleaned by a VDOT approved method. No cleated (track-mounted) equipment is to be used on the pavement without properly protecting the pavement from damage.

Inspection and Restoration

28. Inspection and testing of all backfill and pavement sections shall be performed in accordance with all applicable sections of VDOT's *Road and Bridge Specifications* (current edition).
29. If during or before construction it is deemed necessary for the **local** VDOT Residency Office or Permit Office to assign an inspector to the project, the permittee shall pay the **Department** an additional inspection fee in an amount that will cover the salary, expense allowance, and mileage allowance for the inspection(s) assigned by

the *Department* for handling work covered by this permit. Said inspection fee shall be paid promptly each month on invoices rendered by the *Department*.

30. It shall be the decision of the District Administrator's designee to assign an inspector to monitor the placement of all backfill and pavement restoration activities.
31. The absence of a VDOT inspector does **NOT** in any way relieve the permittee of their responsibility to perform the work in accordance with the approved plans, provisions of the attached permit, VDOT's *Road and Bridge Standards* (current edition) and VDOT's *Road and Bridge Specifications* (current edition).
32. The permittee shall be responsible for any settlement of all backfill or pavement restoration necessitated by authorized excavation activities for a period of two (2) years after the completion date of permit, and for the continuing maintenance of the facilities placed within the highway right-of-way. A one (1) year restoration warranty period may be considered, provided the permittee adheres to the following criteria:
 - The permittee retains the services of a professional engineer (or certified technician under the direction of the professional engineer) to observe the placement of all backfill and pavement restoration.
 - The professional engineer (or certified technician under the direction of the professional engineer) performs any required inspection and testing in accordance with all applicable sections of VDOT's Road and Bridge Specifications (see 24VAC30-151-760).
 - The professional engineer submits all testing reports for review and approval, and provides written certification that all restoration procedures have been completed in accordance with all applicable sections of VDOT's Road and Bridge Specifications prior to completion of the work authorized by the permit.
33. The excavated area to be backfilled shall be made as dry as practicable at the time of backfill placement by implementation of a VDOT approved dewatering method.
34. The edges of all authorized pavement cuts shall be trimmed to neat straight lines and a tack coat shall be applied in accordance with current VDOT's Road and Bridge Specifications.
35. Daily trench excavation within pavement sections shall not exceed 500 feet in length and the trench shall be temporarily backfilled flush with the adjacent pavement surface with Type I, Size 21A or 21B aggregate until permanent pavement restoration. If the application of the bituminous courses is delayed due to adverse weather conditions, the contractor shall backfill the trench with a bituminous asphalt base course (BM 25.0) that is acceptable to VDOT until such time as installation of the underground facility is completed and the appropriate pavement restoration can occur.
36. Whenever existing pavement is permitted to be cut, not over one-half of the roadway width shall be disturbed at one time and the first open cut trench section shall be satisfactorily restored to allow for the passage of traffic prior to the second half of the roadway surface can be disturbed.
37. The surface pavement restoration shall extend a minimum of 25' on each side of the trench centerline for open cuts perpendicular to the roadway alignment (See LUP-OCPR for details). The extent of pavement restoration for all other pavement cuts shall be determined by the District Administrator's designee.
38. The contractor shall complete all pavement restoration within 10 calendar days of completion of installation of the underground facility.
39. **ALL** crossing of existing pavement shall be bored, pushed or jacked an appropriate distance from the edge-of-pavement so as not to impede the normal flow of traffic or damage the existing pavement section. Existing pavement shall **NOT** be cut unless approved by the District Administrator's designee and then only if justifiable circumstances prevail or proof is shown that a thorough attempt has been made to push, bore or jack.

40. Where the pavement is disturbed or deemed weakened in its entirety or such portions as deemed desirable by the Department, the pavement shall be restored or replaced in a manner that is satisfactory to the District Administrator's designee.

Environmental

41. In accordance with the Virginia Department of Transportation (VDOT) Road and Bridge Specification § 107.14 (a), Special Provision 107D, all contractors performing regulated land disturbing activities within VDOT right-of-way must have at least one (1) employee that has successfully completed the VDOT Erosion & Sediment Control Contractor Certification training. This person shall be on site during all land disturbance activities and will be responsible for insuring compliance with all applicable local, state and federal erosion and sediment control regulations during land disturbance activities. This person must have their certification card with them while on the project site. The land use permit will be suspended if proof of certification cannot be provided. Regulated land disturbing activities are defined as those activities that disturb 2,500 square feet or greater in Tidewater, Virginia (as defined in § 10.1-2101 of the Code of Virginia) or 10,000 square feet or greater in all other areas of the State. The Department will require evidence of this certification with any Land Use Permit application that involves utility and/or commercial right of way improvement. Improper installation, maintenance and removal of erosion and sediment control devices may result in revocation of VDOT Erosion & Sediment Control Contractor Certification.
42. The permittee is responsible for pursuing and obtaining any and all environmental permits which may be required to pursue the proposed activity prior to any work beginning within state maintained right-of-way.
43. In the event hazardous materials or underground storage tanks are encountered within state maintained right-of-way during authorized activities, the permittee shall suspend all work immediately then notify the local VDOT Residency Office or Permit Office and other responsible parties, i.e., the local fire department, emergency services, *Department of Environmental Quality*, etc. The permittee is responsible for coordination and completion of all required remediation necessary to complete the permitted activities within the state maintained right-of-way. The permittee shall provide evidence of such compliance to the local VDOT Residency Office or Permit Office prior to recommencement of permitted activities.
44. In the event cultural resources, archaeological, paleontological, and/or rare minerals are encountered within the right of way during authorized activities, the permittee shall suspend all work immediately then notify the local VDOT Residency Office or Permit Office and the proper state authority charged with the responsibility for investigation and evaluation of such finds. The permittee will meet all necessary requirements for resolving any conflicts prior to continuing with the proposed activities within the state maintained right-of-way, and shall provide evidence of such compliance to the local VDOT Residency Office or Permit Office.
45. Roadway drainage shall **NOT** be blocked or diverted. The shoulders, ditches, roadside, drainage facilities and pavement shall be kept in an operable condition satisfactory to the Department. Necessary precautions shall be taken by the permittee to insure against siltation of adjacent properties, streams, etc., in accordance with VDOT's current standards or as prescribed by the Department's Environmental Manual and the District Administrator's designee.

Entrances

46. VDOT's authority to regulate highway entrances is provided in §§ 33.1-197, 33.1-198 [, and 33.198.1 of the Code of Virginia and its authority to make regulations concerning the use of highways generally is provided in § 33.1-12 (3) of the Code of Virginia. Regulations regarding entrances are set forth in VDOT's regulations promulgated pursuant to § 33.1-198.1 of the Code of Virginia (see 24VAC30-151-760).
47. The permittee shall be responsible for the design and installation of a private entrance under the auspices of a VDOT land use permit however the permittee may request that VDOT forces install the private entrance at the permittee's expense.

48. Street connections, private entrances, and construction entrances shall be kept in satisfactory condition during **ALL** activities authorized under the auspices of a VDOT land use permit. Entrances shall **NOT** be blocked. Ample provisions must be made to provide safe ingress and egress to adjacent properties at **ALL** times. Entrances that are disturbed shall be restored to the satisfaction of the property owner and the District Administrator's designee.

Utilities

49. Prior to any excavation, the permittee shall comply with the terms of Title 56, Chapter 10.3 of the *Underground Utility Damage Prevention Act* and Section 56-265.14 through 56-265.20 of the *Code of Virginia*. This permit does **NOT** grant permission to grade on or near property of others, or, adjust or disturb in anyway existing utility poles or underground facilities within the permitted area. Permission to do so must be obtained from the impacted utility company and any expense involved shall be borne by the permittee. **Any conflicts with existing utility facilities must be resolved between the permittee and the utility owner(s) involved.**
50. **ALL** underground utility installations within limited access right-of-way shall have a minimum of 36 inches of cover. **ALL** underground utilities within non-limited access right-of-way will require a minimum of 36 inches of cover, except underground cables that provide telecommunications service shall be at a minimum of 30 inches of cover.
51. Where feasible, all aboveground installations (such as fire hydrants, telephone pedestals, markers, etc.) shall be located adjacent to the outside edge of the right-of-way line and in accordance with minimum clear zone requirements. All manhole covers, valve box, etc., shall be installed two inches below existing ground line and shall conform to existing contours.
52. **NO** poles, guys, anchors, etc., are to be placed on state maintained right-of-way unless authorized under the auspices of a VDOT land use permit. At no time will any such facilities be allowed between the ditch line and the traveled roadway.
53. **ALL** overhead installations crossing non-limited access highways shall provide a minimum of 18 feet of vertical clearance or at a minimum height as established by the National Electric Safety Code, whichever is greater. **ALL** overhead utility installations within limited access right-of-way shall maintain a minimum of 21 feet of vertical clearance. The vertical clearance for **ALL** new overhead parallel installations within non-limited access rights-of-way shall be in compliance with standards as specified in the National Electric Safety Code.

Final Inspection and Completion of Permit

54. Upon completion of the work covered by this permit all disturbed areas outside of the roadway prism shall be restored to their original condition as found prior to starting such work.
55. Completion of this permit is contingent upon the permittee's completion of the authorized work in accordance with the approved plan and compliance with **ALL** governing bodies involved in the total completion of work on state maintained right-of-way.
56. Upon completion of the work under permit, the permittee shall provide notification, documented in writing or electronic communication, to the district administrator's designee requesting final inspection. This request shall include the permit number, county name, route number and name of the party or parties to whom the permit was issued. The district administrator's designee shall promptly schedule an inspection of the work covered under the permit and advise the permittee of any necessary corrections.

LONG BRANCH
Historic House and Farm

February 24, 2011

Sheriff Tony Roper
Clarke County Sheriff's Office
100 North Church Street
Berryville, VA 22611

Dear Sheriff Roper:

LONG BRANCH *Historic House & Farm* is proud to announce that we will be hosting a new event, Rock N River Festival. The festival will be a single-day Music Festival and will take place on the North lawns of LONG BRANCH. The event will benefit two additional non-profit organizations including, "The Downstream Project" and "Friends of the Shenandoah River."

LONG BRANCH *Historic House & Farm* will host the Rock N River Festival, Saturday, June 4, 2011 and in accordance with local regulations, this letter is to officially "notify" and request services.

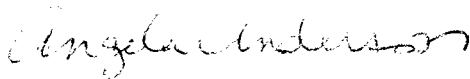
We request your assistance, similar to the Balloon Festival held in October, and estimate the event will draw a crowd of approximately 475 people for the first year. However, with that being said at this time it is difficult to predict how many people will attend this first year event. We would greatly appreciate your assistance during the event:

Saturday: 11 AM to 9 PM

We request and greatly appreciate your written confirmation as soon as possible in order for our application to be approved by the Clarke County Board Supervisors.

We thank you for your continuous support of LONG BRANCH. Please feel free to contact me at 540.837.1856 should you have any questions or require additional information. I look forward to your reply.

Sincerely,



Angela Anderson
Director of Events

cc: Mr. David Ash, Clerk, Clarke County Board of Supervisors
Mr. David Boyce, Executive Director
Ms. Alex McKay, Special Events Associate

LONG BRANCH
Historic House and Farm

February 24, 2011

First Sergeant S.A. Hawkins
Virginia State Police
3680 Valley Pike
Winchester, VA 22602

Dear First Sergeant Hawkins:

LONG BRANCH *Historic House & Farm* is proud to announce that we will be hosting a new event, Rock N River Festival. The festival will be a single-day Music Festival and will take place on the North lawns of LONG BRANCH. The event will benefit two additional non-profit organizations including, "The Downstream Project" and "Friends of the Shenandoah River."

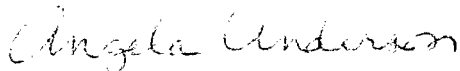
LONG BRANCH *Historic House & Farm* will host the Rock N River Festival, Saturday, June 4, 2011 and in accordance with local regulations, this letter is to officially "notify" and request services.

We request your assistance, similar to the Balloon Festival held in October, and estimate the event will draw a crowd of approximately 475 people for the first year. However, with that being said at this time it is difficult to predict how many people will attend this first year event.

We request and greatly appreciate your written confirmation as soon as possible in order for our application to be approved by the Clarke County Board Supervisors.

We thank you for your continuous support of LONG BRANCH. Please feel free to contact me at 540.837.1856 should you have any questions or require additional information. I look forward to your reply.

Sincerely,



Angela Anderson
Director of Events

cc: Mr. David Ash, Clerk, Clarke County Board of Supervisors
Mr. David Boyce, Executive Director
Ms. Alex McKay, Special Events Associate

LONG BRANCH
Historic House and Farm

February 24, 2011

Ms. Pam Hess
911 Director
Clarke County Sheriff's Office
100 North Church Street
Berryville, VA 22611

Dear Ms. Hess:

LONG BRANCH *Historic House & Farm* is proud to announce that we will be hosting a new event, Rock N River Festival. The festival will be a single-day Music Festival and will take place on the North lawns of LONG BRANCH. The event will benefit two additional non-profit organizations including, "The Downstream Project" and "Friends of the Shenandoah River "

LONG BRANCH *Historic House & Farm* will host the Rock N River Festival, Saturday, June 4, 2011 and in accordance with local regulations, this letter is to officially "notify" and request services similar to the services provided during our Balloon Festival in October.

We estimate the event will draw a crowd of approximately 475 people for the first year. However, with that being said at this time it is difficult to predict how many people will attend this first year event. Similar to the Balloon Festival, we have requested the services of Boyce Volunteer Fire & Rescue Company and Clarke County Sheriff's Office.

We request and greatly appreciate your written confirmation as soon as possible in order for our application to be approved by the Clarke County Board Supervisors.

We thank you for your continuous support of LONG BRANCH. Please feel free to contact me at 540.837.1856 should you have any questions or require additional information. I look forward to your reply.

Sincerely,



Angela Anderson
Director of Events

cc: Mr. David Ash, Clerk, Clarke County Board of Supervisors
Mr. David Boyce, Executive Director
Ms. Alex McKay, Special Events Associate

LONG BRANCH
Historic House and Farm

February 24, 2011

Chief Bryan Conrad
Boyce Volunteer Fire Company
PO Box 285
Boyce, VA 22620

Dear Bryan:

LONG BRANCH *Historic House & Farm* is proud to announce that we will be hosting a new event, Rock N River Festival. The festival will be a single-day Music Festival and will take place on the North lawns of LONG BRANCH. The event will benefit two additional non-profit organizations including, "The Downstream Project" and "Friends of the Shenandoah River."

LONG BRANCH *Historic House & Farm* will host the Rock N River Festival, Saturday, June 4, 2011 and in accordance with local regulations, this letter is to officially "notify" and request services.

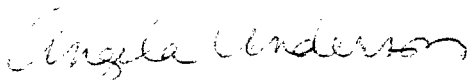
We estimate the event will draw a crowd of approximately 475 people for the first year. However, with that being said at this time it is difficult to predict how many people will attend this first year event. We would greatly appreciate if Boyce Fire and Rescue Company can provide backup first aid and emergency service including ambulance for EMS and transportation, staffed by driver and EMT-B during the event:

Saturday: 11 am – 9 pm

We request and greatly appreciate your written confirmation as soon as possible in order for our application to be approved by the Clarke County Board Supervisors.

We thank you for your continuous support of LONG BRANCH. Please feel free to contact me at 540.837.1856 should you have any questions or require additional information. I look forward to your reply.

Sincerely,



Angela Anderson
Director of Events

cc: Mr. David Ash, Clerk, Clarke County Board of Supervisors
Mr. David Boyce, Executive Director
Ms. Alex McKay, Special Events Associate

LONG BRANCH
Historic House and Farm

February 24, 2011

Mr. Greg Lloyd
Clarke County Health Department
P.O. Box 327
Berryville, VA 22611

Dear Mr. Lloyd:

LONG BRANCH *Historic House & Farm* is proud to announce that we will be hosting a new event, Rock N River Festival. The festival will be a single-day Music Festival and will take place on the North lawns of LONG BRANCH. The event will benefit two additional non-profit organizations including, "The Downstream Project" and "Friends of the Shenandoah River."

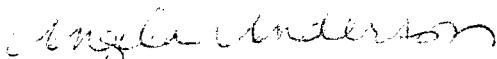
LONG BRANCH *Historic House & Farm* will host the Rock N River Festival, Saturday, June 4, 2011 and in accordance with local regulations, this letter is to officially "notify" and request services.

We request your assistance, similar to the Balloon Festival held in October, and estimate the event will draw a crowd of approximately 475 people for the first year. However, with that being said at this time it is difficult to predict how many people will attend this first year event.

We request and greatly appreciate your written confirmation as soon as possible in order for our application to be approved by the Clarke County Board Supervisors.

We thank you for your continuous support of LONG BRANCH. Please feel free to contact me at 540.837.1856 should you have any questions or require additional information. I look forward to your reply.

Sincerely,



Angela Anderson
Director of Events

cc: Mr. David Ash, Clerk, Clarke County Board of Supervisors
Mr. David Boyce, Executive Director
Ms. Alex McKay, Special Events Associate

LORD FAIRFAX HEALTH DISTRICT Coordinator Application for a Temporary Food Event

An event coordinator is required for all temporary food events involving multiple vendors. The following information must be completed by the coordinator, and returned by mail or fax to the Health Department at least 30 days prior to the scheduled event. All individual food vendors must apply to the Local Health Department at least 10 Days prior to the event. No foods can be prepared and/or offered for sale or sample until the permit is issued by the Health Department or other approval has been granted.

Name of Event	<u>Rock N River Festival</u>	Date(s) of Event	<u>June 4, 2011</u>
Location of Event	<u>Long Branch Historic House & Farm</u>		
Set-up time	<u>Fri. June 3 9am-5pm</u>	Event time	<u>11am to 4pm</u>

Coordinator Name Angela Anderson, Director of Events
 Address _____
 Home phone 837-1500 Work phone 837-1256 Cell phone 327-3126
 Fax 837-2289 Email angie@historiclongbranch.com

Estimated Number of Food Booths 4 Estimated Attendance 475

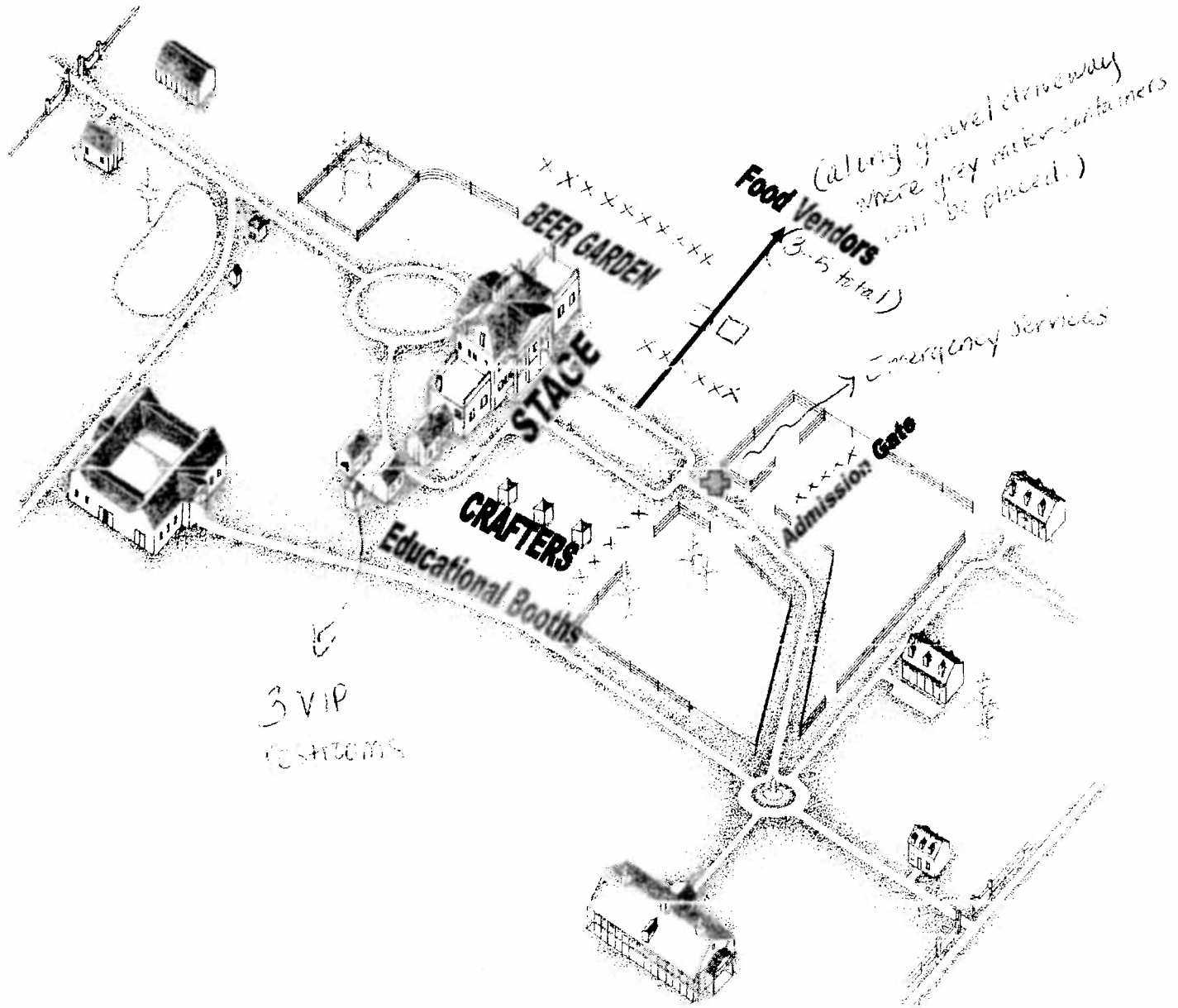
Number of Toilet Facilities: _____ Type: Public Restrooms Portable Toilets

Water source:	Vendors will have access to a potable water supply line.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
	Vendors must bring their own potable water supply.	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Electricity:	Electricity will be available to vendors.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
	Vendors are allowed to use generators.	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Ice:	Ice from an approved supplier will be available to vendors.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
	Vendors will provide ice from an approved source.	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Wastewater:	There will be liquid waste containers/receptacles on site.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
	Vendors are responsible to remove their own liquid waste.	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Trash:	There will be trash containers/receptacles on site.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
	Vendors are responsible to remove their own trash.	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Tents:	Tents or canopies for food stands will be provided	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
	Vendors must provide their own overhead protection.	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

*** ATTACH A LIST OF PROPOSED FOOD VENDORS, ALL THEIR CONTACT INFORMATION, AND A MAP SHOWING THE LOCATION OF ALL FOOD BOOTHS, RESTROOM FACILITIES, GARBAGE DISPOSAL SITES, AND WASTEWATER DISPOSAL SITES.

Angela Anderson
Coordinator's Signature

2/25/2011
Date



**Rock N River Festival
Grounds Map**

X = Portable Restrooms

□ = Dumpsters

ALPINE
PORTABLE RESTROOMS

*We treat your event
like it's our own!*



**Long Branch
Rock N River Festival
4-Jun 2011
Restroom
Services & Rates**

<u>Item</u>	<u>Description</u>	<u>Charge</u>
Event Portable Restrooms	27 <i>Aspen</i> standard portable restrooms, with hand sanitizer included, @ \$75 per unit.	\$ 2,025.00
Wheelchair-Accessible Restrooms	3 <i>Liberty</i> wheelchair-accessible restrooms, w/hand sanitizer included, @ \$95 per unit.	285.00
VIP Flushable Restroom	Flushable restroom w/hand wash sink, soap & paper towels, and waste bin. For use by event staff	Included
Delivery/Pickup		50.00
Alpine Access	24/7 cell phone access to Alpine owners and supervisors.	
TOTAL:		\$ 2,360.00

- *Tax exempt.*
- *No deposit required. Invoiced net 15 days.*
- *Site walkthroughs included as necessary.*
- *Customer may increase or decrease final unit count any time prior to event start at no penalty.*

CONTACT

Ray Alvareztorres
703.298.4073-cell / 703.996.0750-office
RayA@AlpineSanitation.com

**Alpine Portable Restrooms
VA / MD / DC**

Visit At AlpineSanitation.com



LONG BRANCH
Historic House and Farm

March 1, 2011

Mr. Gary Pope
Clarke County Building Department
18 North Church Street
Berryville, VA 22611

Dear Mr. Pope:

LONG BRANCH *Historic House & Farm* is proud to announce that we will be hosting a new event, Rock N River Festival. The festival will be a single-day Music Festival and will take place on the North lawns of LONG BRANCH. The event will benefit two additional non-profit organizations including, "The Downstream Project" and "Friends of the Shenandoah River."

LONG BRANCH *Historic House & Farm* will host the Rock N River Festival, Saturday, June 4, 2011 and in accordance with local regulations, this letter is to officially "notify" and request approval of our temporary lighting plan for the Rock N River Festival. The plan will be similar to the one presented to your office in 2006 and using Magnum MLT 3060 light towers that are used at the Balloon Festival in October, but for this June 4th Festival we estimate a much smaller number of light towers needed. There will also be a much smaller need for tent permits as the number of tents utilized at this June Festival will be much less as well.

We request and greatly appreciate your written confirmation as soon as possible in order for our application to be approved by the Clarke County Board Supervisors.

We thank you for your continuous support of LONG BRANCH. Please feel free to contact me at 540.837.1856 should you have any questions or require additional information. I look forward to your reply.

Sincerely,



Angela Anderson
Director of Events

cc: Mr. David Ash, Clerk, Clarke County Board of Supervisors
Mr. David Boyce, Executive Director
Ms. Alex McKay, Special Events Associate



MLT3060 Light Tower

6 kW Mobile Lighting in a Narrow-Bodied Package

The Magnum MLT3060 Light Tower is our most popular model; just the right amount of power with the right amount of illumination. The 4 - 1000 watt light assemblies offers complete flexibility with 360 degree rotation, withstands winds up to 65+ mph, sturdy outrigger stability along with five to seven acres of light on the site.

Call our sales team today and see how this light tower package can be in your yard tomorrow.

Features

Tough

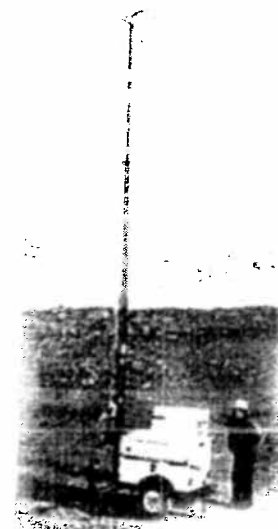
- Full tubular steel frame trailer
- 12" boron-steel mast
- 4 - 1,000 watt metal halide lights
- 4 point outrigger stance withstands 65+ mph winds

Reliable

- 4-stroke diesel engine
- Marathon generator
- Low oil/high temperature automatic shutdowns
- Protective start limit breaker
- Individual light breaker switches & ballast boxes
- 2 year - 2,000 hour warranty

Easy to Use

- Adjustable 360 degree mast rotation
- 120V and 240V convenience receptacles
- Lockable cabinet
- DOT running light package on trailer
- Fork guides on the mast and under the trailer



More Information Manuals

- Operating & Parts

Tech. Specs.

- MLT3060

Literature / Sales

- Light Tower Lit.
- Service Kit Lit.
- Sales Support

Specifications

Engine

Make/Brand	Mitsubishi
Model	L3E-W461ML
Aspiration	Natural
Type	Diesel, liquid cooled, 4-stroke
Power - Prime hp (kW)	10.5 (7.8)
Power - Standby hp (kW)	12.2 (9.1)
Operating Speed rpm	1800
Displacement cubic in (l.)	57.97 (0.95)
Cylinders	3

<http://www.in-p-llc.com/products/lighttowers/series3000/mlt3060.html>

1/21/2009

Fuel Consumption - Prime gph (Lph)	0.47 (1.78)
Generator	
Make/Brand	Marathon Electric
Type	Brushless
Insulation	F
Generator Set (Engine/Gen)	
Output - Standby kW (kVA)	6.0 (6.0)
Output Voltage V	120/240
Output Amperes 120V (240V)	50 (25)
Frequency Hz	60
Power Factor	1.0 (1 Phase)
Lighting	
Lighting Type	Metal halide
Ballast Type	Coil & core
Lumens	440,000
Coverage area (sq. ft.)	74 (6.87m ²)
Beam angle	
Fuel Tank gal (L)	50 (114)
Coolant (incl. engine) qt (L)	4.5 (4.3)
Oil (incl. filter) qt (L)	3.8 (3.6)
Maximum Run Time hrs	64
Size and Weight	
Maximum height of tower ft (m)	30 (9.14)
Length w/ mast stowed in (m)	170 (4.32)
Width in (m)	49 (1.25)
Width w/ outriggers extended in (m)	98 (2.49)
Height w/ mast stowed in (m)	58 (1.73)
Dry Weight lbs (kg)	1640 (744)
Operating Weight lbs (kg)	1853 (841)
Electrical Distribution	
Circuit Breaker Size	30
Voltage Selection	N/A
Voltage Regulation	Capacitor +/-6%
AC Voltage - 1 Phase	120, 240
Battery Voltage (qty per unit)	12V (1)
Battery Rating	440 CCA
120V-20 amp GFCI Duplex - qty	1
240V-30 amp Twist Lock - qty	1
240V-50 amp Twist Lock - qty	N/A
Trailer	
Number of Axles	1

<http://www.in-p-lic.com/products/lighttowers/series3000/mlt3060.html>

1/21/2009

Capacity - Axle Rating lbs (kg)	2200 (998)
Tire Size in	13
Brakes	N/A
Hitch	2" Ball
Maximum Tire Pressure psi	50
Options	
Powertrain (Engine/Gen)	<ul style="list-style-type: none"> • 60/40 Coolant • Engine Heater (Lower Radiator Hose) • Alternative Engine - Kubota • Oil Drain Valve Kit • Cold Weather Belt (Mitsubishi only)
Controls	<ul style="list-style-type: none"> • Battery, 720 CCA Gel Cell • Battery, 720 CCA Wet Cell • Battery, 685 CCA Gel Cell • No Battery • Battery Disconnect, Lockable • Autolight Controller • Battery Charger, 2 Amp
Cabinet/Fuel Tank	<ul style="list-style-type: none"> • LED Lighting • Interior Cabinet Light • Cap. Fuel Tank w/ lanyard • Spare Tire & Carrier
Trailer	<ul style="list-style-type: none"> • Jack, Tube & Sleeve • 2 5/16" Ball • Combo Hitch - 2.5" Ring/2" Ball • 3" Ring • 2.5" Ring • Air Freight/Sea Container Racking • Manual Parking Brake • Electric Brakes
Mast/Winch	<ul style="list-style-type: none"> • High Pressure Sodium Lights • Quick Disconnect Lights • Drape Cord • Galvanized Mast • Electric Winch • Electric Winch, Battery Disconnect

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215 Power Drive • Berlin, WI 54923-2420
 Phone: 800-926-9768 • Fax: 920-360-2214 • www.m-p-llc.com

LONG BRANCH
Historic House and Farm

February 25, 2011

Mr. John Craft
Virginia Department of ABC
460 Commerce Square
Staunton, VA 24401-4432

Dear Mr. Craft:

I have completed and enclosed the ABC Banquet License application for the First Annual Rock N River Festival. The Festival will be held on Saturday, June 4th, 2011 at **LONG BRANCH Historic House and Farm** during the hours of 11 am to 9 pm. Please also find a copy of the 501-C-3 Federal IRS tax-exempt letter with our Employer Identification Number.

The Rock N River Festival will feature a Wine Tasting and Beer Garden where patrons can purchase either wine and/or beer for consumption. A local distributor, VA Eagle (Winchester) will be providing the beer to **LONG BRANCH**. All wineries participating at this Festival will be local Virginia wineries. The wineries and beer garden will be located on the West side of the Historic House on the tent pad in an enclosed area. **LONG BRANCH** will again have sheriff officers checking ID's and volunteers applying wristbands and selling tickets.

Please don't hesitate in calling or writing me should you have additional questions or if I have completed the application incorrectly. Thank you so much for your time and continued support at **LONG BRANCH Historic House and Farm**.

Sincerely,



Angela Anderson
Director of Events

Enclosures

cc: Mr. David Ash, Clerk, Clarke County Board of Supervisors
Mr. David Boyce, Executive Director
Ms. Alex McKay, Special Events Associate

\$55

Total paid: \$	(office use only)
Receipt number:	(office use only)



Agent:	(office use only)
License number:	(office use only)

Virginia Department of Alcoholic Beverage Control • 2901 Hermitage Road • P.O. Box 27491 • Richmond, VA 23261 • www.abc.virginia.gov

APPLICATION FOR BANQUET LICENSE

LICENSE TYPES

Read the descriptions below and checkmark the appropriate license type for your event.

	Application Sections	Event Examples	Alcohol Authorized	License Fees
<input type="checkbox"/>	BANQUET: For an individual (representing themselves or a group/company) who is holding a private event that is not for monetary gain.			
	Complete sections 1, 2, 3 and 7 of the application	Birthdays, anniversaries, company parties, holiday parties, weddings, reunions or other similar events.	Complimentary beer, wine or mixed beverages. Guests may bring their own alcohol. Beer and/or wine sales (not for profit).	\$15 nonrefundable application fee + \$40 state license fee \$55 single-day rate + \$40 for each additional day*
<input checked="" type="checkbox"/>	BANQUET SPECIAL EVENT: For duly organized nonprofit corporations or associations that are holding a public or private event being conducted for an athletic, charitable, civic, educational, political or religious purpose. Event not for personal monetary gain.			
	Complete sections 1, 2, 4 and 7 of the application.	Nonprofit events such as festivals, concerts, auctions or other similar fundraising events (including political fundraisers).	Beer and/or wine sales, or guests may bring their own alcohol. (Does not authorize the sale of mixed beverages.)	\$15 nonrefundable application fee + \$40 state license fee \$55 single-day rate + \$40 for each additional day*
<input type="checkbox"/>	MIXED BEVERAGE SPECIAL EVENT: For duly organized nonprofit corporations or associations that are holding a public or private event being conducted for an athletic, charitable, civic, educational, political or religious purpose. Event not for personal monetary gain.			
	Complete sections 1, 2, 4 and 7 of the application.	Nonprofit events such as festivals, concerts, auctions or other similar fundraising events (including political fundraisers).	Mixed beverage sales, or guests may bring their own alcohol. (Does not authorize the sale of wine or beer.)	\$15 nonrefundable application fee + \$45 state license fee \$60 single-day rate + \$45 for each additional day*
<input type="checkbox"/>	BANQUET / MIXED BEVERAGE SPECIAL EVENT: For duly organized nonprofit corporations or associations that are holding a public or private event being conducted for an athletic, charitable, civic, educational, political or religious purpose. Event not for personal monetary gain.			
	Complete sections 1, 2, 4 and 7 of the application.	Nonprofit events such as festivals, concerts, auctions or other similar fundraising events (including political fundraisers).	Beer, wine and mixed beverage sales, or guests may bring their own alcohol.	\$30 nonrefundable application fee + \$95 state license fee \$115 single-day rate + \$85 for each additional day*
<input type="checkbox"/>	MIXED BEVERAGE CLUB EVENT: For a private club which already holds a beer, or wine and beer club license. May be granted up to 12 times per calendar year.			
	Complete sections 1, 2, 4 and 7 of the application.	VFW, Elks, American Legion, or similar type clubs already holding a beer, or wine and beer license that wish to sell and serve mixed beverages.	On-premises sale and consumption of mixed beverages by club members or guests in approved areas on the club premises.	\$15 nonrefundable application fee + \$35 state license fee \$50 single-day rate + \$35 for each additional day*
<input type="checkbox"/>	MANUFACTURER'S MULTI-DAY EVENT: For manufacturers of beer or wine. May be granted up to 4 times per year. For single-day manufacturer event, use banquet special event.			
	Complete sections 1, 2, 4, 5 and 7 of the application.	Craft beer or wine festivals.	Sale of beer or wine for a special event lasting 2-3 consecutive days. Events held for more than three days require another application.	\$15 nonrefundable application fee + \$100 state license fee \$115 double- or triple-day rate
<input type="checkbox"/>	TASTING: For a business or an individual that is not prohibited from holding an ABC license and wishes to sell or give samples for the purpose of featuring and educating the consuming public about the alcoholic beverages being tasted. May be granted up to 4 times per year.			
	Complete sections 1, 2, 4, 6 and 7 of the application.	Cooking classes or community education events.	Sale or complimentary samples of beer, wine and/or mixed beverages in approved localities. Restrictions apply on amounts and types of alcohol. 54.1-221.1	\$15 nonrefundable application fee + \$40 state license fee \$55 single-day rate + \$40 for each additional day*

*For multi-day events, additional nonrefundable fees may be required in some instances. Call your local ABC office for help calculating cost.

Total paid: \$	(office use only)
Receipt number:	(office use only)



Agent:	(office use only)
License number:	(office use only)

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APPLICATION FOR BANQUET LICENSE

PLEASE REFER TO LICENSE TYPE CHECKMARKED ON PAGE 3 TO ENSURE THAT PROPER SECTIONS OF APPLICATION ARE COMPLETED.

SECTION 1: PERSONAL INFORMATION

1. Applicant name: (last) Anderson (first) Angela (middle) D.

2. Social security number: _____ 3. Date of birth: _____
Required. Refer to privacy statement on page 1 Required. Refer to privacy statement on page 1

4. Home address: (street) _____
 (city/town) _____ (state) _____ (zip + 4) _____

5. Day phone: (540) 837-1856 6. Alternate phone: (540) 837-1848

7. Fax: (540) 837-2289 8. E-mail: angie@historiclongbranch.com

9. If approved, would you prefer to pick up your license from your local ABC office? Yes No

10. Mailing address for license (only if different from home address): (street) PO Box 241
 (city/town) Millwood (state) VA (zip + 4) 22646

11. Have you ever been convicted of either of the following?
 • any offense involving alcoholic beverage laws, including driving while intoxicated? Yes No
 • any other crime? Yes No
 ▶ If Yes to either of the above, provide the following (use additional sheets if necessary):
 (date) _____ (location) _____ (offense) _____

12. Have you ever held an ABC banquet license before? Yes No ▶ If Yes, what was the date(s) of the event? 9/15 - 10/17 2010 and past several years

SECTION 2: EVENT INFORMATION

13. Date(s) of event: Saturday, June 4, 2011 14. Time of event: (from) 11 ^{AM}/_{PM} - (to) 9 ^{AM}/_{PM}

15. Address of event: (street) 830 Long Branch Lane (city) Millwood, VA (zip + 4) 22646
 (county, if applicable) Clarke County 16. Name of facility: Long Branch

17. Alternative location in event of inclement weather: N/A

18. Type of event: Music Festival 19. Will event include auction/casino night? Yes No

20. Place for event: Community building Fire/rescue squad building Private home Club premises Other: Historic Estate

21. Who will attend? Open to public Private, by invitation only 22. Estimated number of persons expected to attend: 475

23. How is your event being advertised? posters, flyers, internet & social media

24. Will tickets be sold or admission charged? Yes No ▶ If Yes, what is the fee to attend? \$ 20/advance \$ 30/Gate

25. Will donations be accepted to attend? Yes No ▶ If Yes, what is the suggested donation? \$ _____

SECTION 3: BANQUET

26. Will alcoholic beverages be furnished without charge? Yes No ▶ If Yes, check type: Wine Beer Mixed drinks

27. Will bringing your own alcoholic beverages (BYOB) be permitted? Yes No

28. Will food be available? Yes No

29. Is your event being catered? Yes No ▶ If Yes, provide the name of the catering company: _____

30. Are you applying on behalf of a group/company? Yes No ▶ If Yes, provide the following information:
 (a) group/company name: _____ (b) relationship to group: _____
 (c) if the group has held a banquet license before, list dates: _____

DOCUMENTATION

31. In the list below, checkmark all documents that exist for this event. Submit these documents to ABC with the application. Additional documents may be required during the investigation.

Invitation or e-vite Flyer(s) or advertisement(s) Rental contract with facility where event will be held (if applicable)

Agent: _____ (office use only)



License number: _____ (office use only)

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APPLICATION FOR BANQUET LICENSE

SECTION 4: BANQUET SPECIAL EVENT / MIXED BEVERAGE SPECIAL EVENT / MIXED BEVERAGE CLUB EVENT

32. Name of group or organization applying for application: Long Branch Historic House & Farm
33. Does the group hold IRS tax-exempt status? Yes No ▶ If Yes, which classification? 501-C-3
34. Is the group a subordinate of a national nonprofit organization? Yes No ▶ If Yes, which organization? _____
35. Does the group have any of the following? (If Yes, you may be asked to provide these documents.)
- Charter Yes No
 - By-laws Yes No
 - Articles of organization Yes No
 - Members pay regular dues Yes No
 - Hold regular meetings Yes No
 - Officers and/or directors Yes No
36. Applicant's relationship to the group: Director of Events 37. Total number of members in group: 20
38. If the group has held a banquet license before, list dates: 1915-1917 2010 & past several years.
39. Will alcoholic beverages be included in the fee to attend? Yes No N/A ▶ If Yes, check type(s): Wine Beer Mixed drinks
40. Will alcoholic beverages be sold at a cash bar? Yes No ▶ If Yes, check type(s): Wine Beer Mixed drinks
41. Will alcoholic beverages be furnished without charge? Yes No ▶ If Yes, check type(s): Wine Beer Mixed drinks
42. Will bringing your own alcoholic beverages (BYOB) be permitted? Yes No
43. Will food be available? Yes No
44. Will food be included in the fee to attend? Yes No N/A
45. Will food be sold separately at the event? Yes No
46. Will net profits be used for any of the following purposes? Athletic Civic Political Charitable Educational Religious
47. Name of nonprofit organization to which profits will be donated: Long Branch
48. Name and phone number of contact person for nonprofit organization: Amyla Anderson: 540-837-1256

COMPENSATION

- 49a. Will alcoholic beverages be sold to members of the general public? Yes No
- ▶ If Yes, proceed to question 49b.
- ▶ If No, proceed to "Documentation," below.
- 49b. Will any person, organization or business, other than the nonprofit organization applying for this license, receive any compensation or payment for organizing, operating or conducting the event for which this license is requested? Yes No
- ▶ If Yes, you must provide the following two documents (in addition to any documents required under the "Documentation" section, below):
- A copy of any agreement between the applicant and the person providing services for the event
 - A "Statement of Income and Expenses" form (available at <http://www.abc.virginia.gov/enforce/forms/banqadd.pdf>) that must be submitted to ABC **within 30 days after the approved event.**

DOCUMENTATION

- 50a. In the list below, checkmark **all** documents that exist for this event. *Submit these documents to ABC with the application. Additional documents may be required during the investigation.* will be available late Spring.
- Invitation or e-vite Flyer(s) or advertisement(s) Rental contract with facility where event will be held (if applicable)
- 50b. Is the group an election campaign or political action committee/527? Yes No
- ▶ If Yes, checkmark and **submit the following document to ABC with the application.** Proceed to question 50d.
- "Statement of Organization" acknowledgement form from the Campaign Finance Office (800-552-9745) at the State Board of Elections (SBE) or a letter of good standing from the Federal Election Committee (FEC) or local registrar.
- ▶ If No, proceed to question 50c.
- 50c. Does the organization have federal IRS tax-exempt status? Yes No
- ▶ If Yes, checkmark **one** of the following forms of documentation. *Submit this document to ABC with the application.*
- 501-C-3 federal IRS tax-exempt letter [or] Other federal IRS tax-exempt determination letter
- ▶ If No, checkmark **all** documents below that exist for the organization. *Submit these documents to ABC with the application.*
- Charter with the State Corporation Commission
 - By-laws or articles that list the organization's stated purpose
 - Membership list
 - Proof of exemption from federal and state taxes
 - Proof that the organization conducts regular meetings
 - Proof of verifiable and accurate financial records
- 50d. If you have provided the above documentation to ABC before, please list date(s), event location(s) and/or license number(s) in lieu of providing documents: 10/15 - 10/17 2010 @ Long Branch # 374196

Agent: _____ (office use only)



License number: _____ (office use only)

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APPLICATION FOR BANQUET LICENSE

SECTION 5: MANUFACTURER'S MULTI-DAY EVENT

51. Checkmark all documents that exist for this event. *Submit these documents to ABC with the application and the documents requested in section 4:*
 Any contracts/agreements with production companies List of all participating wineries and/or breweries
52. Date(s) of any Manufacturer's Multi-Day license(s) previously held: _____

SECTION 6: TASTING LICENSE

53. As you are limited to providing only **two types of distilled spirits** or **four types of wine or beer** for tasting per event, please list below the types (including brand name) that you plan to feature at this event:
- (1) _____ (3) _____ [wine/beer only]
 (2) _____ (4) _____ [wine/beer only]
54. Date(s) of any Tasting license(s) previously held: _____

SECTION 7: APPLICANT'S SIGNATURE

I certify that I have read and fully understand the guidelines, responsibilities and instructions provided and that the information on this application is true and accurate. Falsification and/or misrepresentation of information may result in refusal of license and/or criminal charges.

Applicant's signature: Angela Anderson Date: 2/25/2011
 Print name: Angela Anderson

WAIVER OF STATE LICENSE FEE (Available to duly organized not-for-profit corporations/associations ONLY)

Pursuant to §4.1-111 of the Code of Virginia, the Board may waive the state license fee for a duly organized not-for-profit corporation or association holding a nonprofit event. A "nonprofit event" means income from the event shall not exceed expenses for the event. Fixed costs, including but not limited to, staff salaries, rent, utilities and depreciation shall not be included as expenses.

- The applicant shall sign an affidavit certifying the not-for-profit status of the corporation or association and that the event being held is nonprofit.
- The applicant may serve alcoholic beverages in any combination, the amount to be no more than that which equals the total alcohol content by volume in two kegs of beer (31 gallons).
- The granting of a waiver is limited to two events per fiscal year (July 1–June 30) for any qualifying corporation or association.

SWORN AFFIDAVIT

The undersigned swears or affirms that this request to waive the banquet state license fee is made on behalf of the not-for-profit corporation or association and that profits will not be generated from this event. No more than the total alcohol content by volume in two kegs (31 gallons) of beer shall be served during this event.

Falsification and/or misrepresentation of information may result in refusal of license and/or criminal charges.

Signature: _____
 Print name: _____
 Title: _____
 Corporation or association name: _____
 Date: _____

NOTARIZATION OF AFFIDAVIT

Note to Notary: You must verify the affiant's identification through documentation and have the affiant swear or affirm that the above information is true to the best of his/her knowledge and belief.

State of _____
 County/city of _____

Subscribed and sworn before me on this _____ day of _____, 20 _____

Notary public signature: _____

My notary commission expires _____

Registration number: _____
(required of Virginia-appointed notaries public)

Notary Stamp (required of Virginia-appointed notaries public)

P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: NOV 05 2009

LONG BRANCH HISTORIC HOUSE AND FARM
830 LONG BRANCH LANE
MILLWOOD, VA 22646

Employer Identification Number:
32-0284200
DLN:
17053272381009
Contact Person:
GARY MUTHERT ID# 31518
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
December 31
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
May 8, 2009
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

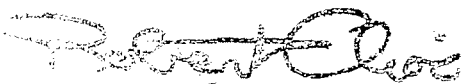
We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Letter 947 (DO/CG)

Sincerely,



Robert Choi
Director, Exempt Organizations
Rulings and Agreements

Enclosure: Publication 4221-PC

Letter 947 (DO/CG)

Alpha	Name	Salutation	Address 2	City/ST Zip
Edwards, J.	Mr. and Mrs. James N. Edwards, Jr.	Mr. and Mrs. Edwards	858 Nelson Road	White Post, VA 22663
Mackay-Smith, J.	Mr. and Mrs. Justin Mackay-Smith	Mr. and Mrs. Smith	466 Montana Hall Lane	White Post, VA 22663
McIntosh, C.	Mr. and Mrs. Charles McIntosh	Mr. and Mrs. McIntosh	PO Box 243	Millwood, VA 22646
McKay, B.	Mr. and Mrs. Beverly McKay	Mr. and Mrs. McKay	PO Box 1	Millwood, VA 22646
Roberts, D.	Mr. and Mrs. David P. Roberts	Mr. and Mrs. Roberts	PO Box 177	White Post, VA 22663
Stimpson, D.	Mrs. Doris Stimpson	Mrs. Stimpson	304 Nelson Road	Boyce, VA 22620
Stimpson, H.	Mr. Harry F. Stimpson, III	Mr. Stimpson	310 Red Gate Road	Boyce, VA 22620
Dunning, T.	Messers. Thomas H. B. Dunning and W	Tommy and Wally	P.O. Box 262	Millwood, VA 22646
Gilpin, T.	Mr. and Mrs. Thomas T. Gilpin	Mr. and Mrs. Gilpin	P.O. Box 3	Millwood, VA 22646
Reiger, J.	Mr. Jim Reiger and Ms. Caroline McKa	Jim and Caroline	PO BOX 311	Millwood, VA 22646

LONG BRANCH
Historic House and Farm

February 24, 2011

Mr. and Mrs. James N. Edwards, Jr.
858 Nelson Road
White Post, VA 22663

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

Location:	LONG BRANCH <i>Historic House & Farm</i>
Event:	Rock N River Festival
Dates:	Saturday, June 4, 2011
Hours:	Saturday, June 4 from 11 am to 9 pm
Summary of Event:	Single-day music Festival benefitting the non-profit organizations: "The Downstream Project" and "Friends of the Shenandoah River". The Festival will include: Live entertainment, Beer and Wine Gardens, Food Vendors, Crafters and Educational Booths

If you have questions, concerns, or would care to review the full text of the application, please contact:

Name:	Angela Anderson, Director of Events
Mailing Address:	PO Box 241/Millwood, VA 22646
Email Address:	angie@historiclongbranch.com
Telephone Number:	540.837.1856

If you are unable to reach the person listed above at the address or telephone number listed, you may contact the County Administrator at 540.955.5100.

Sincerely,

Angela Anderson
Director of Events

cc: Mr. Michael Hobart, Chairman of Clarke County Board of Supervisors
Mr. David Boyce, Executive Director
Ms. Alex McKay, Special Events Associate

LONG BRANCH
Historic House and Farm

February 24, 2011

Mr. and Mrs. Justin Mackay-Smith
466 Montana Hall Lane
White Post, VA 22663

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Angela Anderson
Director of Events

cc: Mr. Michael Hobart, Chairman of Clarke County Board of Supervisors
Mr. David Boyce, Executive Director
Ms. Alex McKay, Special Events Associate

LONG BRANCH
Historic House and Farm

February 24, 2011

Mr. and Mrs. Charles McIntosh
PO Box 243
Millwood, VA 22646

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Mr. David Boyce, Executive Director
Ms. Alex McKay, Special Events Associate

LONG BRANCH
Historic House and Farm

February 24, 2011

Mr. and Mrs. Beverly McKay
PO Box 1
Millwood, VA 22646

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Mr. David Boyce, Executive Director
Ms. Alex McKay, Special Events Associate

LONG BRANCH
Historic House and Farm

February 24, 2011

Mr. and Mrs. David P. Roberts
PO Box 177
White Post, VA 22663

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Angela Anderson
Director of Events

cc: Mr. Michael Hobart, Chairman of Clarke County Board of Supervisors
Mr. David Boyce, Executive Director
Ms. Alex McKay, Special Events Associate

LONG BRANCH
Historic House and Farm

February 24, 2011

Mrs. Doris Stimpson
304 Nelson Road
Boyce, VA 22620

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Angela Anderson
Director of Events

cc: Mr. Michael Hobart, Chairman of Clarke County Board of Supervisors
Mr. David Boyce, Executive Director
Ms. Alex McKay, Special Events Associate

LONG BRANCH
Historic House and Farm

February 24, 2011

Mr. Harry F. Stimpson, III
310 Red Gate Road
Boyce, VA 22620

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Summary of Event:	Single-day music Festival benefitting the non-profit organizations: "The Downstream Project" and "Friends of the Shenandoah River". The Festival will include: Live entertainment, Beer and Wine Gardens, Food Vendors, Crafters and Educational Booths

If you have questions, concerns, or would care to review the full text of the application, please contact:

Name:	Angela Anderson, Director of Events
Mailing Address:	PO Box 241/Millwood, VA 22646
Email Address:	angie@historiclongbranch.com
Telephone Number:	540.837.1856

If you are unable to reach the person listed above at the address or telephone number listed, you may contact the County Administrator at 540.955.5100.

Sincerely,

Angela Anderson
Director of Events

cc: Mr. Michael Hobart, Chairman of Clarke County Board of Supervisors
Mr. David Boyce, Executive Director
Ms. Alex McKay, Special Events Associate

LONG BRANCH
Historic House and Farm

February 24, 2011

Messrs. Thomas H. B. Dunning and W. E. Brewer
P.O. Box 262
Millwood, VA 22646

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

Location:	LONG BRANCH <i>Historic House & Farm</i>
Event:	Rock N River Festival
Dates:	Saturday, June 4, 2011
Hours:	Saturday, June 4 from 11 am to 9 pm
Summary of Event:	Single-day music Festival benefitting the non-profit organizations: "The Downstream Project" and "Friends of the Shenandoah River". The Festival will include: Live entertainment, Beer and Wine Gardens, Food Vendors, Crafters and Educational Booths

If you have questions, concerns, or would care to review the full text of the application, please contact:

Name:	Angela Anderson, Director of Events
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Sincerely,

Angela Anderson
Director of Events

cc: Mr. Michael Hobart, Chairman of Clarke County Board of Supervisors
Mr. David Boyce, Executive Director
Ms. Alex McKay, Special Events Associate

LONG BRANCH
Historic House and Farm

February 24, 2011

Mr. and Mrs. Thomas T. Gilpin
P.O. Box 3
Millwood, VA 22646

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

Location:	LONG BRANCH <i>Historic House & Farm</i>
Event:	Rock N River Festival
Dates:	Saturday, June 4, 2011
Hours:	Saturday, June 4 from 11 am to 9 pm
Summary of Event:	Single-day music Festival benefitting the non-profit organizations: "The Downstream Project" and "Friends of the Shenandoah River". The Festival will include: Live entertainment, Beer and Wine Gardens, Food Vendors, Crafters and Educational Booths

If you have questions, concerns, or would care to review the full text of the application, please contact:

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Angela Anderson
Director of Events

cc: Mr. Michael Hobart, Chairman of Clarke County Board of Supervisors
Mr. David Boyce, Executive Director
Ms. Alex McKay, Special Events Associate

LONG BRANCH
Historic House and Farm

February 24, 2011

Mr. Jim Reiger and Ms. Caroline McKay
PO BOX 311
Millwood, VA 22646

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

Location:	LONG BRANCH <i>Historic House & Farm</i>
Event:	Rock N River Festival
Dates:	Saturday, June 4, 2011
Hours:	Saturday, June 4 from 11 am to 9 pm
Summary of Event:	Single-day music Festival benefitting the non-profit organizations: "The Downstream Project" and "Friends of the Shenandoah River". The Festival will include: Live entertainment, Beer and Wine Gardens, Food Vendors, Crafters and Educational Booths

If you have questions, concerns, or would care to review the full text of the application, please contact:

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If you are unable to reach the person listed above at the address or telephone number listed, you may contact the County Administrator at 540.955.5100.

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Angela Anderson
Director of Events

cc: Mr. Michael Hobart, Chairman of Clarke County Board of Supervisors
Mr. David Boyce, Executive Director
Ms. Alex McKay, Special Events Associate

T A X R E C E I P T

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

Ticket #:00125260001 @@
Date : 3/09/2011
Register: WEM/W10
Trans. #: 17817
Dept # : GELR
Acct# :

GENERAL FUND - OTHER LOCAL REVENUE
ROCK N RIVER FESTIVAL

Previous
Balance \$ 100.00
31000130303131000000000
Principal Being Paid \$ 100.00
Penalty \$.00
Interest \$.00

LONG BRANCH HISTORIC HOUSE & FARM

Amount Paid \$ 100.00

*Balance Due \$.00

Pd by LONG BRANCH HISTORIC HOUSE & FARM Check 100.00 # 1447 BET
BALANCE DUE INCLUDES PENALTY/INTEREST THRU THE MONTH 3/2011



Personnel Committee Meeting

April 11, 2011, 9:30 AM

Second Floor, Conference Rooms A & B

Berryville/Clarke County Government Center

101 Chalmers Court

Berryville, Virginia 22611

Item
No.

Description

Packet
Page No.

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

4/11/2011 Summary: The Personnel Committee recommended reappointment for:

Committee/Board	Term Length	Expiration	Name	First Name
Clarke County Library Advisory Council	4 Yr	04/15/2015	Kalbian	Maral
Clarke County Library Advisory Council	4 Yr	04/15/2015	Al-Khalili	Adeela
Clarke County Library Advisory Council	4 Yr	04/15/2015	Meeks	Robert B.
Clarke County Library Advisory Council	4 Yr	04/15/2015	Zinman	Maxine
Clarke County Historic Preservation Commission	1 Yr	04/30/2015	Nelson	Clifford
Clarke County Planning Commission	4 Yr	04/30/2015	Ohrstrom, II	George

Parks & Recreation Advisory Board: notify David Weiss of vacancy and request proposal of suitable replacement.

2. 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: 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.

03/07/2011: Appointee Questionnaire Summary Analysis Report has been prepared and distributed with the March 7 materials. After reviewing the report, the Personnel Committee made the following recommendations:

1. Noting that a significant number of appointees expressed interest in securing additional information on FOIA, instructed staff to initiate a training session at the BCCGC and to make the session[s] available to appointees and staff.
2. Instructed staff to provide copies of the FOIA act to all responders indicating that they needed another copy.
3. Instructed staff to follow up on any non-responses asking specifically that at a minimum provide current contact information.
4. Instructed staff to follow up with any responders indicating that they were not in possession of bylaws or other organizational materials.
5. Instructed staff to further analyze the data as received and to provide letters to all members of each committee summarizing comments, general consensus and relaying any critical concerns or recommendations, as well as commendations.

04/11/2011 Update:

FOIA Training: On 3/21/2011, initial contact was made with Alan Gernhardt, Virginia Freedom of Information Advisory Council to arrange a training session tailored to appointees and staff representatives / employees. A two-hour training session is suggested broken into two one-hour segments to address meetings and records requirements.

Committee Follow Up: A list of suggested training dates is requested.

Distribution FOIA Guide: On 3/21/2011, "4th Edition 2007 Local Government Officials' Guide to the Virginia Freedom of Information Act" by Roger C. Wiley was mailed to all responders requesting a copy.

Non-responders: As of 3/21/2011, 72 of 82 [88%] responding. All non-responders have been contacted several times. Staff representatives have been asked to follow up as an agenda item at their next-regularly scheduled meeting.

Bylaws or Other Organizational Materials: On 3/21/2011, forwarded information to staff representatives with the request that this information be provided, where available, to those requesting; and where unavailable, to provide an explanation as to why and/or by what statute the board, commission, authority, or council operates and include that as an agenda item at their next regularly scheduled meeting.

Dissemination of Findings / Additional Analysis: On 3/21/2011, forwarded compiled information to staff representatives for follow up and inclusion as an agenda item at their next regularly scheduled meeting.

04/11/2011 Summary: The Personnel Committee instructed staff to provide them with the compiled data and inquired if the chairs of the various boards and committees had been provided with the data. Suggested FOIA training dates are still needed.

3. 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.

01/10/2011 Summary: 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.

02/15/2011 Summary: The Board of Supervisors approved the appointment of Vice Chairman Weiss.

4/11/2011 Update: An organizational meeting notice [scheduled for 3 pm on March 28] and request for appointment / confirmation from representative bodies was mailed 3/14/2011.

4/11/2011 Summary: The Personnel Committee was advised that the initial meeting was held but with very light turn out.

4. Recommendation to Require Annual Audit or 990 filing

4/11/2011 Summary: The Personnel Committee recommends that the Finance Committee consider the implication of making local funding dependent upon the filing of current annual audits and/or current 990 filings for financially supported agencies and/or organization.

Appointments by Expiration Thru June 2011

			Appt Date	Exp Date	Orig Appt Date:
<i>February 2011</i>					
Parks & Recreation Advisory Board		4 Yr			
White	Lawrence	Buckmarsh	12/18/2007	2/15/2011	11/18/2003
Resigned 2/15/2011 expires 12/31/2011					
<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
<i>May 2011</i>					
Clarke County Historic Preservation Commission		4 Yr	Appointed by BOS		
Hiatt	Marty	Buckmarsh/Blue Ridge	6/19/2007	5/31/2011	6/19/2007

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 & 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, March 21, 2011

Page 1 of 5

			<i>Appt Date</i>	<i>Exp Date</i>
Bieschke	John K.	White Post	4/21/2009	5/31/2013
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
				4 Yr
<i>Clarke County Industrial Development Authority</i>				
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
				4 Yr
<i>Clarke County Library Advisory Council</i>				
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
Kalbian	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
				1 Yr
<i>Clarke County Liter Committee</i>				
Staelin	John	BOS - Liaison	1/19/2010	12/31/2011
Teetor	Alison	Staff Rep		
				4 Yr
<i>Clarke County Planning Commission</i>				
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
Kreider	Scott	Buckmarsh / Battletown	3/15/2011	4/30/2012
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

Monday, March 21, 2011

Page 2 of 5

			<i>Appt Date</i>	<i>Exp Date</i>
Wade	Robert	Millwood / Chapel	3/20/2007	4/30/2011
<i>Clarke County Sanitary Authority</i>				4 Yr
Dunning, Jr.	A.R.	BOS - Authority Member	12/15/2009	1/5/2014
Jones	Harry C.	Secretary/Treasurer	6/17/2008	6/30/2012
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
<i>Conservation Easement Authority</i>				3 Yr
Buckley	Randy	White Post	1/1/2011	12/31/2013
Engel	Peter		12/15/2009	12/31/2012
Mackay-Smith	Wingate E.	Chair	1/1/2011	12/31/2013
Ohrstrom, II	George	Planning Commission Rep	4/20/2010	4/30/2013
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	
<i>Economic Development Advisory Committee</i>				4 Yr
Barb	Jim	Real Estate Rep, Business Owner	11/17/2009	12/31/2013
Conrad	Bryan H.	Agriculture, Fire & Rescue	1/1/2011	12/31/2014
Dunkle	Christy	Town of Berryville Rep	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
<i>Handley Regional Library Board</i>				4 Yr
Myer	Tamara	Town of Boyce	9/15/2009	11/30/2013

Monday, March 21, 2011

Page 3 of 5

			<i>Appt Date</i>	<i>Exp Date</i>
<i>Legislative Liaison and High Growth Coalition</i>				1 Yr
Hobert	J. Michael	BOS - Liaison	1/19/2010	12/31/2011
<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, Jr.	Robert		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 & 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 & 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

Monday, March 21, 2011

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			<i>Appt Date</i>	<i>Exp Date</i>
Lichliter	Gary	Russell Rep	11/18/2008	12/31/2012
Sheetz	Daniel A.	Berryville	5/18/2010	12/31/2013
White	Lawrence	Buckmarsh	12/18/2007	2/15/2011
Wisecarver	Steve	Appointed by Town of Boyce	2/2/2010	12/31/2013
<i>People Inc. of Virginia</i>				3 Yr
Hillerson	Coleen	Clarke County Rep Board of Directors	8/17/2010	7/31/2013
<i>Regional Airport Authority</i>				4 Yr
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
<i>Shenandoah Area Agency on Aging, Inc.</i>				4 Yr
Hudson	John		8/17/2010	9/30/2014
Roper	Anthony	Sheriff	9/18/2007	9/30/2011
<i>The 150th Committee</i>				4 Yr
Al-Khalili	Adeela	Clarke County African-American Cultural Center / Josephine Community Museum	1/18/2011	12/31/2015
Davis	Dorothy	Clarke County African-American Cultural Center / Josephine Community Museum	1/18/2011	12/31/2015
Heder	Terence	Shenandoah Valley Battlefields Foundation	1/18/2011	12/31/2015
Johnston	Charles	Staff Representative HPC	1/18/2011	12/31/2015
Kalbiam	Maral	Community Representative	1/18/2011	12/31/2015
Lee	Jennifer	Clarke County Historic Museum Representative	1/18/2011	12/31/2015
Means	Howard	CCHA Representative	1/18/2011	12/31/2015
Morris	Mary	Clarke County Historic Museum Representative	1/18/2011	12/31/2015
Murphy	Michael	CCPS Representative	1/18/2011	12/31/2015
Russell	Jesse	Staff Representative Economic Development	1/18/2011	12/31/2015
Stieg, Jr.	Robert		1/18/2011	12/31/2015
Weiss	David	BOS - Appointed Member	2/15/2011	12/31/2011

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

2011 Appointee Questionnaire – Staff Representative Notice

To: Lisa Cooke – Parks & Recreation Advisory Board

Date: March 21, 2011

Laurine Kennedy - Clarke County Library Advisory Council
Handley Regional Library Board

From: David Ash

Mike Legge - Clarke County Sanitary Authority

Chuck Johnston – Berryville Area Development Authority
Clarke County Historic Preservation Commission
Clarke County Planning Commission
NSVRC

Jesse Russell – Board of Zoning Appeals
Clarke County Industrial Development Authority
Economic Development Advisory Committee

Alison Teetor – Board of Well & Septic Appeals
Conservation Easement Authority

History

Last December the Board of Supervisors Personnel Committee 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. A questionnaire was drafted, approved and mailed January 24, 2011 following receipt of the 2011 Conflict of Interest filing. A copy of the questionnaire is attached.

To aid in analysis, County Administration developed a database to log responses; and a copy of the logged data filtered by staff representative and broken into two segments printed on ledger to facilitate reading is attached. *Please note names of individual responders are confidential.*

Non-responder Follow Up

As of this date, 72 of 82 [88%] have responded to the questionnaire. While this level of response is phenomenal, the Personnel Committee would like 100% response if possible and are asking appointees, at a minimum, to review contact information.

**Non-responder
Follow Up** *Continued*

All non-responders have been contacted several times by Administration; and now, we are asking staff representatives to follow up as an agenda item at their next-regularly scheduled meeting, where applicable. Contact Lora Walburn or Susanne Vaughan for a confidential list of non-responders for the boards, commissions, authorities, committees, and/or councils you serve.

Preliminary Analysis

An Appointee Questionnaire Summary Analysis Report was prepared and distributed with the March 7, 2011 Personnel Committee meeting materials and a copy is attached to this report.

**Updated Contact
Information**

36 individuals provided updated contact information and copies of revised entity listings are attached.

You may wish to provide the copies of these updated listings to group members.

FOIA Training

28 individuals requested FOIA training.

County Administration is arranging a training session by the Virginia Freedom of Information Advisory Council. The training session will be tailored to appointees and staff representatives / employees. A two-hour training session is suggested broken into two one-hour segments to address meetings and records requirements. Information will be provided as details develop.

**Distribution FOIA
Guide**

14 individuals requested copies of the *"4th Edition 2007 Local Government Officials' Guide to the Virginia Freedom of Information Act"* by Roger C. Wiley. On March 21, these were mailed to all responders requesting a copy.

As staff, you should remind appointees of the importance of this act because it can be a problematic issue outside the controlled environment of the meeting.

**Bylaws or Other
Organizational
Materials**

14 individuals responded that they did not have copies of bylaws / procedures. [See individual listings on database.]

- Where available/applicable, please provide to those group members requesting.
 - If not available, please provide your group an explanation as to why and/or by what statute the board, commission, authority, or council operates and include as an agenda item at the next regularly scheduled meeting.
-

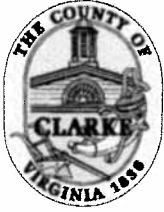
**Staff Representative
Follow Up**

1. Review data and comments.
2. Add review of findings to your group's agenda.
3. Provide County Administration:
 - A written mission statement. If not available, development of a mission statement is to be included on the agenda of the next regularly scheduled meeting.
 - A written summary of any follow up actions taken by your group in response to issues raised.
 - Completed questionnaires and/or updated contact information from non-responders when provided.

Attachments

1. 2011 Appointee Questionnaire Responses [NAMES CONFIDENTIAL]
 2. 2011 Appointee Questionnaire
 3. Appointee Questionnaire Summary Analysis Report March 7, 2011
 4. Updated Contact Information by Entity
 5. Freedom of Information Act [FOIA] – Guide Distribution Notice
 6. 4th Edition 2007 Local Government Officials' Guide to the Virginia Freedom of Information Act" by Roger C. Wiley – for your reference.
-

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

Organizational Meeting Notice and Request for Appointment of Representative Members Clarke County Committee on the Sesquicentennial of the Civil War and Emancipation [the 150th Committee]

To: Robert Stieg, Jr. – 150th Committee Organizing Chair Date: March 14, 2011

Adeela Al-Khalili – 4th Grade Teacher, Boyce Elementary

Dorothy Davis – President, Clarke County African-American Cultural
Center / Josephine Community Museum

Charles Johnston – Staff Representative, Clarke County Historic
Preservation Commission

Terry Heder - Shenandoah Valley Battlefields Foundation

Maral Kalbian – County Architectural Historian

Jennifer Lee – Director, CCHA

Howard Means – President, CCHA

Mary Morris – Archivist, CCHA

Mike Murphy – Superintendent, Clarke County Public Schools

Jesse Russell - Clarke County Economic Development Coordinator

John Sours – Former Clarke County Economic Development
Coordinator

David Weiss – Vice Chair, Clarke County Board of Supervisors

In session on January 18, 2011, the Clarke County Board of Supervisors unanimously passed a resolution relating to the support of 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.

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 150th Committee], whose purposes will include:

- a. To commemorate the 150th 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.

101 Chalmers Court, Suite B
Berryville, VA 22611

www.clarkecounty.gov

Telephone: [540] 955-5175

Fax: [540] 955-5180

- 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.

Membership of the 150th Committee shall include:

Organizing chairman, pending elections by the Committee:	Robert Stieg, Jr.
One member of or appointed by the Clarke County Historical Association:	Howard Means
One member of, or appointed by, the Clarke County Board of Supervisors:	David Weiss
One representing the administration of the Clarke County Public Schools:	Mike Murphy
One member representing the Shenandoah Valley Battlefields Foundation:	Terry Heder
Other members representative of the community:	Maral Kalbian Jennifer Lee Mary Morris Jesse Russell John Sours
One member of or appointed by the Clarke County African-American Cultural Center / Josephine Community Museum:	Adeela Al-Khalili Appointment of Representative Member To Be Confirmed
One member of or appointed by the Clarke County Historic Preservation Commission:	Appointment of Representative Member Requested

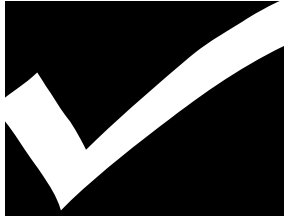
A representative from your organization, as listed above, has been included in the initial organizing resolution; however, if your organization desires to name an additional representative, please do. If you choose to name an additional member, please give them notice of the next meeting and provide name and contact information to Robert Stieg, Jr. at bstieg@msn.com and/or 540-837-2790.

An organizational meeting of the 150th Committee is scheduled for Monday, March 28, 2011 at 3:00 pm at the Berryville Clarke County Government Center, Meeting Room AB, 101 Chalmers Court, Berryville, Virginia. For more information and to RSVP, contact Robert Stieg, Jr.

The Board of Supervisors would like to thank each of the representative organizations for their participation and the individual volunteer members for agreeing to serve on the 150th Committee. The 150th Committee shall be integral to the planning and implementation of local activities for the commemoration period of 2011-2015 and shall lead in the inclusion of all 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.

Sincerely,

David Ash, County Administrator



Board of Supervisors Work Session

April 11, 2011 10:00 Am

Second Floor, Conference Rooms A & B

Berryville/Clarke County Government Center

101 Chalmers Court

Berryville, Virginia 22611

*Item
No.*

Description

*Packet
Page No.*

1. Access Independence Proclamation of disAbilities Awareness Week 2011

4/11/2011: Donald Price, Executive Director Access Independence, Inc., requested the Supervisors adopt a Proclamation of disABILITY Awareness Week [2011-03P] April 9 through 15, 2011. Due to time constraints, adoption is requested at the Work Session.

4/11/2011 Summary: Supervisor Byrd moved to adopt Proclamation 2011-03P 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

2. Crossover Discussion with VDOT

4/11/2011: VDOT will be presenting the results of a study on the closure of a number of crossovers on Route 7 west of Berryville.

4/11/2011 Summary: VDOT presented information regarding their analysis of the Route 7 Crossovers west of Berryville. Based upon their analysis, VDOT recommended closure of the crossover identified as Crossover No. 2 located at milepost 6.89. The analysis also recommended improvements to Crossover No. 1 and Crossover No. 3.

3. Fee for Service

3/07/2011 Summary: This item was added at the Work Session. By consensus, the Board authorized and directed staff to seek an analysis of the feasibility of implementation of fee for service in Clarke County.

4/11/2011: Contacted the service provider that works with Winchester and Administration is in the process of providing the information they requested in order to make a recommendation on the feasibility of fee for service in Clarke County.

4/11/2011 Summary: David Ash updated the Board on the status of fee for service noting that upon provision of information regarding details of the number and nature of calls that Premier Accounts Receivable Management, a division of Valley Health, will provide an initial feasibility analysis.

4. **Line of Duty**

4/11/2011: The County Administrator shall provide an update on the status of the program and seek direction from the Supervisors on the response.

4/11/2011 Summary: David Ash provided an update on status of line of duty coverage mandated by the state. The Board directed the County Administrator to ask the fire companies to review and provide the information required for active members only as requested by VRS.

5. **Double Tollgate Planning Project and CIG Application Materials**

3/7/2011 Summary: Chuck Johnston advised the Board that the business client necessary to pursue the CIG grant had withdrawn; and, therefore, there would be no CIG grant request this year. However, work on the planning grant would continue with efforts made to redefine the service area. A copy of the notification letter sent to area property owners was provided for the March regular meeting packet.

4/11/2011: Chuck Johnston will review a draft RFP for Double Tollgate Corridor Land Use Analysis.

4/11/2011 Summary: Chuck Johnston was directed to prepare additional information and maps depicting possible limits for a Double Tollgate Highway Corridor Plan and to modify the RFP to address evaluation of an alternative plan for development of corridor using wells and drainfields for presentation at the next work session May 9.

6. **Request for Local Government Certification Eviction Defense Representation in the Shenandoah Valley**

4/11/2011 Summary: This item was added at the Work Session. Blue Ridge Legal Services submitted a last-minute request for local government for the above-named program asking for a response no later than the close of business Tuesday, April 12, 2011.

Supervisor Staelin moved to approve the Request for Local Government Certification Eviction Defense Representation in the Shenandoah Valley as presented. The motion was approved as follows:

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

7. **Closed Session:**

A. Senior Center Status Update

4/11/2011: The Board anticipates convening in closed session pursuant to 2.2-3711(A)(7) to consult with staff regarding specific legal matters.

B. Personnel Budget Matters

4/11/2011: The Board anticipates convening in closed session pursuant to §2.2-3711-(A)(1) to consult with staff regarding specific employees.

4/11/2011 Summary: Vice Chairman Weiss moved to convene into Closed Session pursuant to 2.2-3711-(A)(7) for Items A and 2.2-3711-(A)(1) for Item B.

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

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.	-	Aye
John R. Staelin	-	Aye

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

CERTIFICATION OF CLOSED SESSION

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

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

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

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

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.

Updates & Reminders on Previous Work Session Items

A. FY2012 Budget Review and Discussion

Info
Only

2/7/2011 Summary: Tom Judge, Director Joint Administrative Services, was present to review the FY2012 Budget. 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 unanimous vote – Supervisor Dunning absent.

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.

2/15/2011 Summary: The Board of Supervisors confirmed the actions taken by the Finance Committee and instructed the County Administrator to prepare a budget ensuring that any proposed budget require no increase in the real estate property tax rate above the current rate.

3/7/2011 Summary: David Ash, in conjunction with the Finance Committee, will present the FY2012 General Government Budget for review and discussion by the Supervisors. The document shall be distributed at the Work Session. Tom Judge reviewed the most recent information available on the budget with the Board noting that there would be changes to both revenue and expenditure line items as additional information from the Commonwealth became available. Representatives from the Shenandoah Area Agency on Aging were present to discuss matters regarding the inclusion of the proposed Senior Center construction and the FY2012 budget.

4/11/2011 Update: Public hearing conducted April 5, 2011. Reminder: Budget Work Session is scheduled for April 12, 2011 at 5:30 pm.

B. VDOT – Secondary Six-Year Plan

Info
Only

3/7/2011 Summary: Ed Carter, VDOT, has supplied samples of a standard VDOT public hearing notice and county resolution of approval for the secondary six-year plan. VDOT shall be present to review and discuss the secondary six-year plan. VDOT presented a draft plan at the Work Session. Vice Chairman David Weiss moved to approve the Secondary Six-Year Plan as provided by VDOT for discussion at the March regular meeting at which time the final version would be set for public hearing in April. The motion was approved by unanimous vote.

4/11/2011 Update: Public hearing set for April 19, 2011 Regular Meeting.

C. Redistricting

Info
Only

3/7/2011 Summary: The Voter Registrar provided guidelines that have been included in the Work Session packet. Chuck Johnston will be present to review proposed redistricting. Chuck Johnston presented the proposed revisions to the voting district maps. By consensus, the Board agreed to place the proposed revisions to the voting districts on the March agenda for the purpose of setting public hearing.

4/11/2011 Update: Public hearing set for April 19, 2011 Regular Meeting.



ACCESS INDEPENDENCE, INC.

MAR 18 2011

324 Hope Drive Winchester, VA 22601
540-662-4452 (v/tty) 540-662-4474 (fax)

March 14, 2011

Chairman J. Michael Hobert
Clarke County Board of Supervisors
P.O. Box 588
Berryville, VA 22611

Dear Chairman Hobert,



Attached please find our annual proclamation request for the observance of "disAbility Awareness Week", this year to be held April 9 through 15, 2011.

We appreciate your support of this observance which focuses attention on conditions that affect all of us. This year's theme is **"SET A COURSE FOR SUCCESS"**.

Events details may be found at our website: www.accessindependence.org/.

Central to our activities this year are various events which will bring attention to the successes of people with disabilities in our community, as well as recognition to businesses and individuals who have gone the extra mile in breaking down barriers which limit the access to many people, such as architectural structures, prejudices, and ignorance. Some of those who are or have been involved in disAbility Awareness Week activities include: Shenandoah Valley Runners; Clarke County Parks and Recreation; Shenandoah University; Lord Fairfax Community College; Handley Regional Library; the public schools of the Lord Fairfax Planning District VII; the Frederick County Parent Resource Center; Barry Lee and WINC Radio; Winchester Medical Center; HN Funkhouser Co.; and a variety of other community members, both individual and group involvement.

Thank you for your assistance in the recognition of our proclamation. We appreciate your continuing support of people with disabilities and Access Independence.

Sincerely,

Donald K Price

Donald K Price
Executive Director

Enclosed: Sample of Proclamation Statement



E-mail: AskAI@accessindependence.org Website: <http://accessindependence.org>

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 OF disABILITY AWARENESS WEEK 2011-03P

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

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

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

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

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

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

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

NOW, THEREFORE, we, the Board of Supervisors of the County of Clarke, do hereby proclaim the week of **APRIL 9 - 15, 2011** as **disABILITY AWARENESS WEEK**; and we call this observance to the attention of all our citizens, and we urge all residents to honor this occasion.

IN WITNESS THEREOF, I have set my hand and caused the seal of Clarke County, Virginia to be affixed this 19th day of April 2010.

Attest:

J. Michael Hobert, Chair

101 Chalmers Court, Suite B
Berryville, VA 22611

www.clarkecounty.gov

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

Clarke**dash@clarkecounty.gov**

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Crossover discussion - Board Work Session

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

Mon, Feb 28, 2011 02:31 PM

Subject : Crossover discussion - Board Work Session**To :** David Ash <dash@clarkecounty.gov>**Cc :** Jerry Copp <Jerry.Copp@VDOT.Virginia.gov>

Dave, we are going to present as Mike suggested in Fridays meeting. However, I am not confident we will have all the supporting documentation in time for the work session. We would like postpone this discussion until the following month.

Thanks,

Ed

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

Clarke**dash@clarkecounty.gov**

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Draft Double Tollgare RFP

From : Chuck Johnston <cjohnston@clarkecounty.gov>

Tue, Apr 05, 2011 04:44 PM

Subject : Draft Double Tollgare RFP 1 attachment**To :** Mike Hobert <lawyers@visuallink.com>, John Staelin <jstaelin@earthlink.net>**Cc :** David Ash <dash@clarkecounty.gov>, Jesse Russell <jrussell@clarkecounty.gov>

Attached is a draft for an RFP to determine the fiscal wisdom of proceeding with economic development in the DT corridor. I understood this is to be discussed at the BOS Work Session next week. Jesse suggested that maybe the IDA could pay for this?

Chuck

Charles Johnston, AICP
Clarke County Planning Director
101 Chalmers Court
Berryville, VA 22611

cjohnston@clarkecounty.gov
540-955-5130 voice
540-955-5180 fax

**2011 April RFP draft.doc**

24 KB

DRAFT RFP
DOUBLE TOLLGATE CORRIDOR LAND USE ANALYSIS
2011 April 5 (v2)

Clarke County, Virginia seeking the services of a firm or firms with skills in public fiscal analysis, economic development, and civil engineering to assist the County in determining the land use strategy that would best enhance County tax revenues along an approximate 600-acre arterial highway corridor.

Clarke County is in the Washington metropolitan area and located in the Shenandoah Valley between Loudoun County and Frederick County, Virginia. The subject two-mile long corridor of US Route 522 (Stonewall Jackson Highway) is located four miles east of I-81 and six miles north of I-66. At the north end of the corridor is an intersection, known as Double Tollgate. The east direction of the intersection is US Route 340 and the west direction is Virginia Route 277 (both routes are designated as Lord Fairfax Highway). Forty-eight acres at this intersection is now zoning Highway Commercial. Land to the north in Frederick County and land to the south in Warren County, has been planned or zoned for several thousand acres of light industrial, commercial, and residential land uses.

No central water or sewer services are currently available in this corridor. The 200-acre White Post Correctional Facility of the Virginia Department of Corrections is located in the southeast corner of the Double Tollgate intersection, and the DOC has stated that it is willing to make available excess capacity in its wastewater treatment plant as well as consider potential upgrades and expansions. Clarke County contracted with Chester Engineers to prepare the *Preliminary Engineering Report for the Double Tollgate Area Sewerage System, February 2011* and the *Preliminary Engineering Report for the Double Tollgate Area Water System, March 2011* to identify the costs of providing such services. Clarke County adopted a *Double Tollgate Area Plan* for land use policies in 2002 and has prepared a draft update to this Area Plan. Current land uses at the Double Tollgate intersection are served by wells and drain fields and a small single user package plant.

Clarke County is a predominantly rural jurisdiction with an objective to enhance its tax base. Development in Double Tollgate corridor has been suggested as a means to achieve this objective. The purpose of this study is determine:

- A. whether the two following specific financial goals can be met in this corridor:
 - 1. the land owner costs for water and sewer services will be competitive in the region without substantial public subsidy;
 - 2. land uses whose need for public services, particularly emergency services and education, will not add to County's fiscal responsibilities;
- B. what should be the appropriate mix of development in this corridor that will actually broaden the County's tax base; and
- C. whether it would be fiscally beneficial for the County to proceed at this time with taking the actions necessary (construction of utility infrastructure and establishment of specific land use policies/zoning) to make this corridor available for development.

Achieving employment goals is not an element of this study.

A successful respondent will demonstrate an ability to take the base information that has been prepared and complete any necessary additional studies. It should also show specific comparable experience with other jurisdictions.

LOCAL GOVERNMENT CERTIFICATION

I, David L. Ash, duly authorized to act on behalf of the County of Clarke, Virginia, hereby approve the following program proposed by Blue Ridge Legal Services, Inc., namely, ***Eviction Defense Representation in the Shenandoah Valley***, which would be operated in the following jurisdictions:

Augusta County
Buena Vista, City of
Clarke County
Frederick County
Harrisonburg, City of
Highland County
Lexington, City of
Page County
Rockbridge County
Rockingham County
Shenandoah County
Staunton, City of
Warren County
Waynesboro, City of
Winchester, City of



Signature of Authorized Local Government Official

4/12/2011

Date

David L. Ash, County Administrator
Name and Title of Authorized Local Government Official

MEMORANDUM

TO: Board of Supervisors Finance Committee
 CC: David Ash, County Administrator
 FR: Thomas Judge, Director of Joint Administrative Services
 DT: April 19, 2011
 RE: *April Finance Committee Report*

1. **Transfer.** The following transfer is recommended (see memo following):

“Be it resolved that \$2,000 be transferred from Planning Administration to the Historic Preservation Commission for the purpose of covering planned and existing expenditures on professional services.”

2. **Software Integration Study.** The Government Finance Officers Association has presented their findings to the Joint Administrative Services Board. The study calls for future investment in an Enterprise Resource Planning System to incrementally integrate diverse government and school software systems over time, beginning with Finance, Treasury, and Human Resource applications. The Joint Administrative Services will consider the study at their next meeting, and comments from the Board of Supervisors and School Board are welcome. The Finance Committee recommends that the Joint Administrative Services Board arrange a visit to a community, preferably our size and in the Commonwealth, to learn more about the costs and benefits of such a system.
3. **FY 12 Budget Changes.** Budget changes were discussed, and have been acted upon by the Board of Supervisors on April 12.
4. **School Supplemental Appropriation Request.** The Finance Committee was informed of an expected request by the School Board to recognize additional State and Federal funding in the form of a supplemental appropriation. The School Board was to take up this request at a meeting on April 13. The expected action is as follows:

“Be it resolved that the School Board hereby requests of the Board of Supervisors an FY 11 budgeted expenditure increase and supplemental appropriation of \$94,028, and the recognition of additional revenue from the Federal and State governments in the same amount, these funds to be used as follows:

Increase contingency for annual leave payouts, etc	\$57,503.00
Software purchase	\$14,000.00
Purchased Services athletics	\$7,000.00
Vehicle Maintenance Supplies	\$6,500.00
School Supplies	\$9,025.00
TOTAL	\$94,028.00

5. **School Debt Service Shortfall.** The Finance Committee was informed that the interest earnings on the bond proceeds for the high school estimated to be \$124,000 less than budgeted. The committee proposed no action at this time pending additional information regarding the status of County accounts at year end Fiscal 2011.
6. **Acceptance of March Bills and Claims.** The acceptance of this report is recommended.
7. **Standing Reports.** The following are included: Reconciliation of Appropriations. General Fund Balance. General Fund Expenditure Summary.

Clarke County

MEMORANDUM

TO: Tom Judge, Finance Director
FROM: Chuck Johnston, Planning Director
RE: Contract with Maral Kalbian
DATE: 2011 April 6



The County has an annual contract with Maral Kalbian to advise the County, principally the Historic Preservation Commission and Planning Department staff regarding historic preservation issues. The current contract, as well as for the past three years, has been for \$5,500.

Upon review of her bill submitted for work in March, it has come to my attention that with the payment of this bill, the County will have paid Ms. Kalbian \$5,665. The following is a review of Ms. Kalbian's billed hours for the first nine months of the fiscal year.

Respond to property owners regarding preservation issues, including general tax credit questions

Stone's Chapel

Medea

Longmarsh Cell Tower

Locksley

Clifton

Millwood Church

Succoth

Spout Run

White Post Episcopal Parish Hall

Total hours worked to date: 41 hrs. x \$55.00 = \$2,255.00

Revise driving tour brochure

Total hours worked to date: 21 hrs. x \$55.00 = \$1,155.00

Historic Preservation Com'n mtgs

Total hours worked to date: 11 hrs. x \$55.00 = \$ 605.00

General

Total hours worked to date: 11 hrs. x \$55.00 = \$ 605.00

Greenway Court

Total hours worked to date: 10 hrs. x \$55.00 = \$ 550.00

Chapel Historic District

Total hours worked to date: 7.5 hrs. x \$55.00 = \$ 412.50

VDOT

Total hours worked to date: 1.5 hrs. x \$55.00 = \$ 82.50

Total of hours to date: 103 hrs. x \$55.00= \$5,665.00

I request that \$2,000 be transferred from the Planning Administration professional services account (with a current balance of \$34,400) to the Historic Preservation Commission professional services account for the balance of the fiscal year and that her contract amount be increased to \$7,500.

CLARKE COUNTY
 March 2010 Vendor Payments
 Executed By: gilleya

PAGE: 1
 TIME: 15:28:29
 DATE: 04/06/2011

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						
3	MARCH	1651188	HEARING ADVERTISEMENT	70562	03/15/2011 \$	472.40
100-000-12110-3310 REPAIR & MAINTENANCE						
VENDOR: AUGUSTA STEEL CORP						
1	MARCH	SPI-001351	EOC CLOSET LOCK	70456	03/15/2011 \$	244.78
100-000-12110-3320 MAINTENANCE SERVICE CONTRACT						
VENDOR: TML COPIERS & DIGITAL SOLUTIONS						
2	MARCH	115289	EST. MAINT. FY2010	1042	03/15/2011 \$	56.91
100-000-12110-5230 TELECOMMUNICATIONS						
VENDOR: AT&T MOBILITY						
4	MARCH	03012011	COUNTY ADMIN CELL PHONE ES	70569	03/31/2011 \$	47.21
VENDOR: TREASURER OF VIRGINIA						
10	MARCH	T230951	PHONE CHARGES	70477	03/15/2011 \$	19.90
VENDOR: VERIZON						
68	MARCH	00002726889534Y	MONTHLY PHONE CHARGES	70551	03/15/2011 \$	6.81
Total for 100-000-12110-5230						\$ 73.92
100-000-12110-6008 VEHICLE AND EQUIP FUEL						
VENDOR: MANSFIELD OIL COMPANY						
3	MARCH	SQLCD/00013665	FUEL	70508	03/15/2011 \$	35.55
2	MARCH	SQLCD/00014225	FUEL	70629	03/31/2011 \$	37.52
VENDOR: QUARLES FUEL NETWORK						
1	MARCH	CT0064556	FUEL	1080	03/30/2011 \$	38.02
Total for 100-000-12110-6008						\$ 111.09
100-000-12210-3100 PROFESSIONAL SERVICES						
VENDOR: HALL, MONAHAN, ENGLE, MAHAN & MITCHELL						
7	MARCH	GENERAL FILE	LEGAL SERVICES	1061	03/30/2011 \$	2,578.00
100-000-12310-3320 MAINTENANCE SERVICE CONTRACTS						
VENDOR: CINTAS DOCUMENT MANAGEMENT						
1	MARCH	DJ94016810	ONSITE EXEC	70465	03/15/2011 \$	20.00
100-000-12310-4100 DATA PROCESSING						
VENDOR: NADA USED CAR GUIDE						
1	MARCH	000238329	SERVICE BUREAU	70632	03/31/2011 \$	1,416.00
100-000-12310-5230 TELECOMMUNICATIONS						
VENDOR: TREASURER OF VIRGINIA						

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8	MARCH	T230951	PHONE CHARGES	70477	03/15/2011 \$	10.21
VENDOR: VERIZON						
69	MARCH	00002726889534Y	MONTHLY PHONE CHARGES	70551	03/15/2011 \$	31.98
Total for 100-000-12310-5230						\$ 42.19
100-000-12310-5540 TRAVEL CONVENTION & EDUCATION						
VENDOR: COMMISSIONERS OF REVENUE ASSOC OF VA						
1	MARCH	CAREER DEV TRAI	2011 CAREER DEV TRAINING	70597	03/31/2011 \$	250.00
100-000-12310-5810 DUES & MEMBERSHIPS						
VENDOR: VA ASSOCIATION OF ASSESSING OFFICERS						
1	MARCH	ACCT 32	ANNUAL DUES	70665	03/31/2011 \$	80.00
100-000-12310-6012 BOOKS AND SUBSCRIPTIONS						
VENDOR: N.A.D.A. APPRAISAL GUIDE						
1	MARCH	3071629	OLDER USED CAR GUIDE	70514	03/15/2011 \$	80.00
1	MARCH	3071652	MOTORCYCLE APPRA GUIDE	70514	03/15/2011 \$	20.00
VENDOR: OLD CARS PRICE GUIDE						
1	MARCH	RENEWAL	RENEWAL	70637	03/31/2011 \$	24.98
Total for 100-000-12310-6012						\$ 124.98
100-000-12410-3100 PROFESSIONAL SERVICES						
VENDOR: CINTAS DOCUMENT MANAGEMENT						
1	MARCH	DJ94017350	ONSITE EXEC	70589	03/31/2011 \$	515.00
100-000-12410-5210 POSTAL SERVICES						
VENDOR: POSTMASTER						
1	MARCH	PERMIT 1067	POSTAGE	70521	03/15/2011 \$	185.00
100-000-12410-5230 TELECOMMUNICATIONS						
VENDOR: TREASURER OF VIRGINIA						
1	MARCH	C038514	MONTHLY PHONE CHARGES	70600	03/31/2011 \$	6.29
25	MARCH	T230951	PHONE CHARGES	70477	03/15/2011 \$	6.67
VENDOR: VERIZON						
70	MARCH	00002726889534Y	MONTHLY PHONE CHARGES	70551	03/15/2011 \$	2.27
Total for 100-000-12410-5230						\$ 15.23
100-000-12410-5540 TRAVEL CONVENTION & EDUCATION						
VENDOR: UNIVERSITY OF VA						
1	MARCH	6392	REGISTRATION	70662	03/31/2011 \$	65.00
1	MARCH	6396	REGISTRATION	70662	03/31/2011 \$	65.00
Total for 100-000-12410-5540						\$ 130.00
100-000-12510-3100 PROFESSIONAL SERVICES						
VENDOR: JUST IN TIME DESIGN						
1	MARCH	1009	WEBSITE UPGRADE	70503	03/15/2011 \$	1,625.00
VENDOR: MATSCH SYSTEMS						

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1	MARCH	1237	NET PHACS CALL ACCOUNT/ARC	1016	03/15/2011 \$	150.00
Total for 100-000-12510-3100						\$ 1,775.00
100-000-12510-3320 MAINTENANCE SERVICE CONTRACT						
VENDOR: AVAYA, INC.						
1	MARCH	2730850982	ANNUAL PHONE SYSTEM SUPPOR	70457	03/15/2011 \$	1,010.44
VENDOR: TML COPIERS & DIGITAL SOLUTIONS						
4	MARCH	115289	EST. MAINT. FY2010	1042	03/15/2011 \$	2.85
Total for 100-000-12510-3320						\$ 1,013.29
100-000-12510-5230 TELECOMMUNICATIONS						
VENDOR: AT&T MOBILITY						
6	MARCH	03012011	GOV TECH CELL PHONE ESTIMA	70569	03/31/2011 \$	12.52
VENDOR: COMCAST						
1	MARCH	18652014	INTERNET SERVICES - GOVERN	70596	03/31/2011 \$	587.50
VENDOR: TREASURER OF VIRGINIA						
15	MARCH	T230951	PHONE CHARGES	70477	03/15/2011 \$	1,239.19
VENDOR: VERIZON						
71	MARCH	00002726889534Y	MONTHLY PHONE CHARGES	70551	03/15/2011 \$	419.85
4	MARCH	00076356122812Y	MONTHLY PHONE CHARGES	70551	03/15/2011 \$	4.35
3	MARCH	00081079401014Y	MONTHLY PHONE CHARGES	70551	03/15/2011 \$	54.79
3	MARCH	00092572601596Y	MONTHLY PHONE CHARGES	70551	03/15/2011 \$	99.12
Total for 100-000-12510-5230						\$ 2,417.32
100-000-12510-6001 OFFICE SUPPLIES						
VENDOR: DTS REPROGRAPHICS						
1	MARCH	210397	PREM INK JET BOND	70603	03/31/2011 \$	259.00
100-000-13100-3320 MAINTENANCE SERVICE CONTRACT						
VENDOR: ELECTION SYSTEMS & SOFTWARE, INC.						
1	MARCH	770748	FIRMWARE	70484	03/15/2011 \$	3,943.08
100-000-13200-3320 MAINTENANCE & SERVICE CONTRACT						
VENDOR: TML COPIERS & DIGITAL SOLUTIONS						
5	MARCH	115289	EST. MAINT. FY2010	1042	03/15/2011 \$	11.38
100-000-13200-5230 TELECOMMUNICATIONS						
VENDOR: TREASURER OF VIRGINIA						
22	MARCH	T230951	PHONE CHARGES	70477	03/15/2011 \$	3.08
VENDOR: VERIZON						
72	MARCH	00002726889534Y	MONTHLY PHONE CHARGES	70551	03/15/2011 \$	2.27
Total for 100-000-13200-5230						\$ 5.35
100-000-21200-3150 LEGAL						
VENDOR: CLARKE CO GENERAL DISTRICT COURT						
1	MARCH	005334488	COURT CASE	70591	03/31/2011 \$	213.75

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100-000-21200-5230	TELECOMMUNICATIONS					
VENDOR: TREASURER OF VIRGINIA						
14	MARCH	T230951	PHONE CHARGES	70477	03/15/2011 \$	118.21
VENDOR: VERIZON						
73	MARCH	00002726889534Y	MONTHLY PHONE CHARGES	70551	03/15/2011 \$	30.34
Total for 100-000-21200-5230						\$ 148.55
100-000-21300-5230	TELECOMMUNICATIONS					
VENDOR: FREDERICK COUNTY FINANCE DEPARTMENT						
1	MARCH	VIDEO LINE BILL	VIDEO LINE BILL/JAN	70489	03/15/2011 \$	29.63
100-000-21500-5230	TELECOMMUNICATIONS					
VENDOR: TREASURER OF VIRGINIA						
16	MARCH	T230951	PHONE CHARGES	70477	03/15/2011 \$	15.96
VENDOR: VERIZON						
74	MARCH	00002726889534Y	MONTHLY PHONE CHARGES	70551	03/15/2011 \$	53.14
Total for 100-000-21500-5230						\$ 69.10
100-000-21600-1100	Salaries - Regular					
VENDOR: CLARKE COUNTY CIRCUIT COURT						
1	MARCH	FY2011 EXPENSES	FY2011 OPERATIONAL EXPENSE	70468	03/15/2011 \$	4,000.00
100-000-21600-2100	FICA BENEFITS					
VENDOR: CLARKE COUNTY CIRCUIT COURT						
1	MARCH	20110331	MARCH 2011 FY11 PAYROLL	11994	03/31/2011 \$	1,062.39
100-000-21600-2210	VSRS BENEFITS					
VENDOR: TREASURER OF VIRGINIA - VSRS-0						
1	MARCH	20110331	MARCH 2011 FY11 PAYROLL	11996	03/31/2011 \$	1,916.48
100-000-21600-2300	HEALTH INSURANCE BENEFITS					
VENDOR: ANTHEM BLUE CROSS/BLUE SHIELD						
1	MARCH	20110331	MARCH 2011 FY11 PAYROLL	11993	03/31/2011 \$	847.14
100-000-21600-2400	LIFE INSURANCE					
VENDOR: TREASURER OF VIRGINIA - INS - 0						
1	MARCH	20110331	MARCH 2011 FY11 PAYROLL	11995	03/31/2011 \$	38.89
100-000-21600-3510	MICROFILMING					
VENDOR: LOGAN SYSTEMS, INC						
1	MARCH	41811	COMPUTER INDEXING	1073	03/30/2011 \$	445.65
100-000-21600-5230	TELECOMMUNICATIONS					
VENDOR: TREASURER OF VIRGINIA						
7	MARCH	T230951	PHONE CHARGES	70477	03/15/2011 \$	7.31
VENDOR: VERIZON						
75	MARCH	00002726889534Y	MONTHLY PHONE CHARGES	70551	03/15/2011 \$	59.79

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Total for 100-000-21600-5230						\$ 67.10
100-000-21600-6001	OFFICE SUPPLIES					
VENDOR: B-K OFFICE SUPPLY, INC.						
1	MARCH	12208-1	PENS/TAPE	982	03/15/2011	\$ 63.37
1	MARCH	12208-2	RIBBON	982	03/15/2011	\$ 201.39
Total for 100-000-21600-6001						\$ 264.76
100-000-21900-5230	TELECOMMUNICATIONS					
VENDOR: TREASURER OF VIRGINIA						
26	MARCH	T230951	PHONE CHARGES	70477	03/15/2011	\$ 17.68
VENDOR: VERIZON						
76	MARCH	00002726889534Y	MONTHLY PHONE CHARGES	70551	03/15/2011	\$ 2.27
Total for 100-000-21900-5230						\$ 19.95
100-000-22100-3320	MAINTENANCE SERVICE CONTRACT					
VENDOR: DDL BUSINESS SYSTEMS LLC						
1	MARCH	43010	EQUIP CONTRACT	70472	03/15/2011	\$ 78.12
100-000-22100-5230	TELECOMMUNICATIONS					
VENDOR: TREASURER OF VIRGINIA						
9	MARCH	T230951	PHONE CHARGES	70477	03/15/2011	\$ 18.32
VENDOR: VERIZON						
77	MARCH	00002726889534Y	MONTHLY PHONE CHARGES	70551	03/15/2011	\$ 31.97
Total for 100-000-22100-5230						\$ 50.29
100-000-22100-5549	WITNESS TRAVEL EXPENDITURES					
VENDOR: LOPEZ, DANIEL GUERRERO						
1	MARCH	TRIAL	PRE-LIMINARY HEARING	70505	03/15/2011	\$ 463.52
VENDOR: THE BATTLETOWN INN						
1	MARCH	OVERNIGHT STAY	COUNTY WITNESS OVERNIGHT S	70537	03/15/2011	\$ 82.39
Total for 100-000-22100-5549						\$ 545.91
100-000-31200-3100	PROFESSIONAL SERVICES					
VENDOR: BERRYVILLE AUTO PARTS INC						
1	MARCH	SHRF 5370-45173	TOWING	70578	03/31/2011	\$ 75.00
VENDOR: PATLAN, CARLOS LOPEZ						
2	MARCH	SERVICES	INTERPRETER	1013	03/15/2011	\$ 60.00
VENDOR: ZAMITIZ, NOHEMY						
3	MARCH	SERVICES	TRANSLATOR	1092	03/30/2011	\$ 46.00
Total for 100-000-31200-3100						\$ 181.00
100-000-31200-3500	PRINTING AND BINDING					
VENDOR: COMMERCIAL PRESS						
1	MARCH	100593	VEHICLE TAGS	992	03/15/2011	\$ 427.92

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100-000-31200-5210	POSTAL SERVICES					
VENDOR:	BB&T FINANCIAL, FSB					
1	MARCH	9255 6640	POSTAGE	70575	03/31/2011 \$	10.20
VENDOR:	PITNEY BOWES INC					
1	MARCH	469758	POSTAGE	70520	03/15/2011 \$	89.10
Total for 100-000-31200-5210						\$ 99.30
100-000-31200-5230	TELECOMMUNICATIONS					
VENDOR:	AT&T MOBILITY					
9	MARCH	03012011	SHERIFF CELL PHONE ESTIMAT	70569	03/31/2011 \$	374.29
VENDOR:	TREASURER OF VIRGINIA					
23	MARCH	T230951	PHONE CHARGES	70477	03/15/2011 \$	33.98
VENDOR:	VERIZON					
78	MARCH	00002726889534Y	MONTHLY PHONE CHARGES	70551	03/15/2011 \$	207.10
Total for 100-000-31200-5230						\$ 615.37
100-000-31200-5530	TRAVEL SUBSISTANCE & LODGING					
VENDOR:	BB&T FINANCIAL, FSB					
1	MARCH	9255 6608	TRAVEL	70575	03/31/2011 \$	323.19
3	MARCH	9255 6657	TRAVEL	70575	03/31/2011 \$	260.28
Total for 100-000-31200-5530						\$ 583.47
100-000-31200-5800	MISCELLANEOUS CHARGES					
VENDOR:	DEPARTMENT OF VIRGINIA STATE POLICE					
2	MARCH	A2735	CRIMINAL HISTORY	70479	03/15/2011 \$	168.00
100-000-31200-6001	OFFICE SUPPLIES					
VENDOR:	BB&T FINANCIAL, FSB					
9	MARCH	0014 9782	INK CARTRIDGE	70575	03/31/2011 \$	63.50
VENDOR:	BERRYVILLE AUTO PARTS INC					
1	MARCH	SHRF 10055156	BATTERIES	70578	03/31/2011 \$	21.98
1	MARCH	SHRF 10055290	FUSE	70578	03/31/2011 \$	2.99
VENDOR:	DEHAVEN / BERKELEY SPRINGS WATER					
1	MARCH	80399	WATER	70599	03/31/2011 \$	26.50
VENDOR:	SOUTHERN SOFTWARE, INC.					
1	MARCH	225421	REPORTING STATION	1036	03/15/2011 \$	750.00
Total for 100-000-31200-6001						\$ 864.97
100-000-31200-6007	REPAIR AND MAINTENANCE SUPPLIES					
VENDOR:	BERRYVILLE AUTO PARTS INC					
1	MARCH	SHRF 5370-44691	AUTO REPAIRS/SHERIFF'S VEH	70458	03/15/2011 \$	92.59
1	MARCH	SHRF 5370-44900	AUTO REPAIRS/SHERIFF'S VEH	70458	03/15/2011 \$	67.28
1	MARCH	SHRF 5370-44939	AUTO REPAIRS/SHERIFF'S VEH	70458	03/15/2011 \$	32.13
1	MARCH	SHRF 5370-44940	AUTO REPAIRS/SHERIFF'S VEH	70458	03/15/2011 \$	14.58
1	MARCH	SHRF 5370-45045	AUTO REPAIRS/SHERIFF'S VEH	70578	03/31/2011 \$	92.59
1	MARCH	SHRF 5370-45059	AUTO REPAIRS/SHERIFF'S VEH	70578	03/31/2011 \$	47.66
1	MARCH	SHRF 5370-45124	AUTO REPAIRS/SHERIFF'S VEH	70578	03/31/2011 \$	79.35

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1	MARCH	SHRF 5370-45125	AUTO REPAIRS/SHERIFF'S VEH	70578	03/31/2011 \$	92.59
1	MARCH	SHRF 5370-45174	NPN	70578	03/31/2011 \$	76.50
1	MARCH	SHRF 5370-45432	AUTO REPAIRS/SHERIFF'S VEH	70578	03/31/2011 \$	371.64
1	MARCH	SHRF 5370-45477	AUTO REPAIRS/SHERIFF'S VEH	70578	03/31/2011 \$	32.32
1	MARCH	SHRF 5370-45522	AUTO REPAIRS/SHERIFF'S VEH	70578	03/31/2011 \$	764.00
VENDOR: DUNCAN BROS. TIRE CO						
1	MARCH	646103	TIRES	70604	03/31/2011 \$	129.43
Total for 100-000-31200-6007						\$ 1,892.66
100-000-31200-6008 VEHICLE AND EQUIP FUEL						
VENDOR: MANSFIELD OIL COMPANY						
1	MARCH	SQLCD/00013664	FUEL	70508	03/15/2011 \$	2,423.55
1	MARCH	SQLCD/00014223	FUEL	70629	03/31/2011 \$	3,515.06
VENDOR: QUARLES FUEL NETWORK						
1	MARCH	CT0064350	FUEL	1080	03/30/2011 \$	536.34
VENDOR: FLEET SERVICES						
1	MARCH	25463655	FUEL	70652	03/31/2011 \$	11.50
Total for 100-000-31200-6008						\$ 6,486.45
100-000-31200-6010 POLICE SUPPLIES						
VENDOR: BB&T FINANCIAL, FSB						
1	MARCH	9255 6657	MAGAZINE	70575	03/31/2011 \$	90.00
VENDOR: GALL'S, AN ARAMARK COMPANY						
1	MARCH	511212321	TRAINING GUN	70612	03/31/2011 \$	92.63
1	MARCH	511224753	MAG CHARGER BULB	70612	03/31/2011 \$	25.00
Total for 100-000-31200-6010						\$ 207.63
100-000-31200-6011 UNIFORM AND WEARING APPAREL						
VENDOR: BB&T FINANCIAL, FSB						
10	MARCH	0014 9782	HOLSTER	70575	03/31/2011 \$	47.25
2	MARCH	9255 6657	BADGES	70575	03/31/2011 \$	262.00
VENDOR: BEST UNIFORMS, INC.						
1	MARCH	212378-01	BELT	984	03/15/2011 \$	25.44
VENDOR: GALL'S, AN ARAMARK COMPANY						
1	MARCH	511214674	NAMEPLATE	70612	03/31/2011 \$	7.37
VENDOR: VR ID CARDS						
1	MARCH	2901	PHOTO ID CARDS	70554	03/15/2011 \$	10.00
Total for 100-000-31200-6011						\$ 352.06
100-000-32100-5230 TELECOMMUNICATIONS						
VENDOR: TREASURER OF VIRGINIA						
11	MARCH	T230951	PHONE CHARGES	70477	03/15/2011 \$	6.28
VENDOR: VERIZON						
79	MARCH	00002726889534Y	MONTHLY PHONE CHARGES	70551	03/15/2011 \$	53.22
Total for 100-000-32100-5230						\$ 59.50

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100-000-32100-6008			VEHICLE AND EQUIP FUEL			
VENDOR: QUARLES FUEL NETWORK						
1	MARCH	CT0067013	FUEL	1080	03/30/2011 \$	46.79
100-000-32202-5699			CIVIC CONTRIBUTIONS			
VENDOR: BOYCE VOLUNTEER FIRE COMPANY						
1	MARCH	FY11 QRTL	FY11 3RD QTR	70585	03/31/2011 \$	12,040.00
100-000-33100-7000			JOINT OPERATIONS			
VENDOR: TREASURER, FREDERICK COUNTY						
1	MARCH	LOCALCLARKE2011	FY11 QRTL	70660	03/31/2011 \$	106,944.00
100-000-33200-3840			PURCHASED SERVICES - DETENTION CENTE			
VENDOR: CITY OF WINCHESTER						
1	MARCH	8156	JDC OPERATIONS	70590	03/31/2011 \$	6,423.29
100-000-33300-5230			TELECOMMUNICATIONS			
VENDOR: TREASURER OF VIRGINIA						
21	MARCH	T230951	PHONE CHARGES	70477	03/15/2011 \$	8.73
VENDOR: VERIZON						
80	MARCH	00002726889534Y	MONTHLY PHONE CHARGES	70551	03/15/2011 \$	25.17
Total for 100-000-33300-5230						\$ 33.90
100-000-34100-5230			TELECOMMUNICATIONS			
VENDOR: AT&T MOBILITY						
7	MARCH	03012011	BUILDING DEPT CELL PHON ES	70569	03/31/2011 \$	25.04
VENDOR: TREASURER OF VIRGINIA						
4	MARCH	T230951	PHONE CHARGES	70477	03/15/2011 \$	10.48
VENDOR: VERIZON						
81	MARCH	00002726889534Y	MONTHLY PHONE CHARGES	70551	03/15/2011 \$	27.44
Total for 100-000-34100-5230						\$ 62.96
100-000-34100-6008			VEHICLE AND EQUIP FUEL			
VENDOR: MANSFIELD OIL COMPANY						
2	MARCH	SQLCD/00013665	FUEL	70508	03/15/2011 \$	85.64
3	MARCH	SQLCD/00014225	FUEL	70629	03/31/2011 \$	41.11
Total for 100-000-34100-6008						\$ 126.75
100-000-34100-6012			BOOKS AND SUBSCRIPTIONS			
VENDOR: INTERNATIONAL CODE COUNCIL, INC.						
1	MARCH	0000906	CODE BOOKS	70619	03/31/2011 \$	499.00
100-000-35100-3100			PROFESSIONAL SERVICES			
VENDOR: HILLSIDE VETERINARY HOSPITAL						
1	MARCH	266398	SERVICES	70496	03/15/2011 \$	23.94
1	MARCH	267592	SERVICES	70496	03/15/2011 \$	11.97
1	MARCH	267633	SERVICES	70496	03/15/2011 \$	23.94
1	MARCH	267973	SERVICES	70496	03/15/2011 \$	11.97

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1	MARCH	268050	SERVICES	70496	03/15/2011 \$	11.97
1	MARCH	268053	SERVICES	70496	03/15/2011 \$	11.97
1	MARCH	268113	SERVICES	70496	03/15/2011 \$	11.97
1	MARCH	269389	SERVICES	70616	03/31/2011 \$	17.10
Total for 100-000-35100-3100						\$ 124.83
100-000-35100-5230 TELECOMMUNICATIONS						
VENDOR: AT&T MOBILITY						
3	MARCH	03012011	ANIMAL CONTROL CELL PHONE	70569	03/31/2011 \$	12.52
VENDOR: TREASURER OF VIRGINIA						
2	MARCH	T230951	PHONE CHARGES	70477	03/15/2011 \$	10.25
VENDOR: VERIZON						
82	MARCH	00002726889534Y	MONTHLY PHONE CHARGES	70551	03/15/2011 \$	78.15
Total for 100-000-35100-5230						\$ 100.92
100-000-35100-6004 MEDICAL AND LABORATORY SUPPLIES						
VENDOR: BUTLER SCHEIN ANIMAL HEALTH SUPPLY						
1	MARCH	L792368	TELAZOL	70586	03/31/2011 \$	140.10
100-000-35100-6008 VEHICLE AND EQUIP FUEL						
VENDOR: MANSFIELD OIL COMPANY						
1	MARCH	SQLCD/00013665	FUEL	70508	03/15/2011 \$	52.87
100-000-35100-6014 OTHER OPERATING SUPPLIES						
VENDOR: BB&T FINANCIAL, FSB						
1	MARCH	9255 6707	POSTAGE	70575	03/31/2011 \$	5.54
100-000-35300-3100 PROFESSIONAL SERVICES						
VENDOR: TREASURER OF VIRGINIA						
1	MARCH	MED EXAMINER	MEDICAL EXAMINER	70659	03/31/2011 \$	20.00
100-000-35600-5230 TELECOMMUNICATIONS						
VENDOR: AT& T						
1	MARCH	0590826049001	MONTHLY CHARGES	70568	03/31/2011 \$	9.88
VENDOR: AT&T MOBILITY						
8	MARCH	03012011	E911 CELL PHONE ESTIMATE	70569	03/31/2011 \$	106.94
VENDOR: TREASURER OF VIRGINIA						
1	MARCH	T230951	PHONE CHARGES	70477	03/15/2011 \$	377.73
VENDOR: VERIZON						
3	MARCH	00001224519338Y	MONTHLY CHARGES	70668	03/31/2011 \$	1,237.44
83	MARCH	00002726889534Y	MONTHLY PHONE CHARGES	70551	03/15/2011 \$	159.05
2	MARCH	00081080039332Y	MONTHLY CHARGES	70668	03/31/2011 \$	27.19
Total for 100-000-35600-5230						\$ 1,918.23
100-000-35600-5420 TOWER LEASE						
VENDOR: SHEN. VALLEY TELEVISION TOWER						
1	MARCH	LEASE/APRIL	TOWER LEASE/APRIL	1034	03/15/2011 \$	1,800.00

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=====						
100-000-35600-8202			FURNITURE & FIXTURES			
VENDOR: BB&T FINANCIAL, FSB						
9	MARCH	0014 9832	CHAIR	70575	03/31/2011 \$	305.12
100-000-42400-3840			PURCHASED SERVICES			
VENDOR: TREASURER, FREDERICK COUNTY						
1	MARCH	2105-0003	CLARKE BURSH	70541	03/15/2011 \$	287.28
1	MARCH	80001-0003	CLARKE BURSH	70541	03/15/2011 \$	342.36
1	MARCH	ACCT #9	CONTAINER FEE	70541	03/15/2011 \$	6,201.56
Total for 100-000-42400-3840						\$ 6,831.20
100-000-42600-6014			OTHER OPERATING SUPPLIES			
VENDOR: ALLIED WASTE SERVICES #976						
1	MARCH	0976000249481	MULTI-RECYCLING LITTER PRO	70567	03/31/2011 \$	431.22
VENDOR: JOHNSTON, WILLIAM JR.						
1	MARCH	SUPPLIES REIMB	RECYCLING CONT/WASTE 28 QT	70502	03/15/2011 \$	43.20
Total for 100-000-42600-6014						\$ 474.42
100-000-42700-3840			PURCHASED SERVICES			
VENDOR: FREDERICK-WINCHESTER SERVICE AUTHORITY						
1	MARCH	0125	FEB MONTHLY SERV CHARGE	70611	03/31/2011 \$	2,143.36
100-000-43200-3310			REPAIR & MAINTENANCE			
VENDOR: GREEN'S SEPTIC SERVICE						
1	MARCH	PARKS/REC	SERVICE	1059	03/30/2011 \$	72.00
VENDOR: HAMMERHEAD CONSTRUCTION OF VA, INC.						
1	MARCH	002	REPLACE SINKS	70614	03/31/2011 \$	399.00
VENDOR: MCDONALD, JERRY C.						
1	MARCH	1255	GOVERNMENT SNOW CLEARING E	1017	03/15/2011 \$	3,843.89
2	MARCH	1255	SNOW REMOVAL PO 6840	1017	03/15/2011 \$	840.55
1	MARCH	1256	LOADER SERVICE	1017	03/15/2011 \$	625.00
VENDOR: SHALLOW CREEK ELECTRICAL SERVICES LLC						
1	MARCH	3335	REPAIR & MAINTENANCE	1032	03/15/2011 \$	716.75
1	MARCH	3338	ELECTRICAL WORK/102 N CHUR	1032	03/15/2011 \$	1,600.00
1	MARCH	3339	REPAIR & MAINTENANCE	1032	03/15/2011 \$	1,859.69
VENDOR: THOMAS PLUMBING & HEATING, INC.						
3	MARCH	CCMAIN	MISC. PLUMBING/HEATING EST	1039	03/15/2011 \$	831.15
VENDOR: THYSSENKRUPP ELEVATOR COMPANY INC						
1	MARCH	302697	COURHOUSE	70658	03/31/2011 \$	950.00
Total for 100-000-43200-3310						\$ 11,738.03
100-000-43200-3320			MAINTENANCE SERVICE CONTRACT			
VENDOR: ALLIED WASTE SERVICES #976						
1	MARCH	0976000249390	GOVT DUMPSTERS-ANNUAL ESTI	70567	03/31/2011 \$	958.91
VENDOR: C T CLEANING SERVICE						
1	MARCH	1154	CLEANING SERVICES - ESTIMA	1049	03/30/2011 \$	6,900.25

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Total for 100-000-43200-3320						\$ 7,859.16
100-000-43200-5110 ELECTRICAL SERVICES						
VENDOR: RAPPAHANNOCK ELEC COMPANY						
2	MARCH	0801388888	SOC SERV	70645	03/31/2011	\$ 147.75
3	MARCH	1650088888	PARKS/REC	70645	03/31/2011	\$ 438.44
3	MARCH	2048188888	COURTHOUSE/JAIL	70645	03/31/2011	\$ 6,470.79
3	MARCH	2750088888	PARKS/REC	70645	03/31/2011	\$ 386.51
3	MARCH	3750088888	OLD LIBRARY	70645	03/31/2011	\$ 96.13
5	MARCH	4455288888	MAINT SHOP	70645	03/31/2011	\$ 231.71
3	MARCH	4980388888	SOC SERV	70645	03/31/2011	\$ 889.08
3	MARCH	5565488888	REC CBNTER	70524	03/15/2011	\$ 2,083.98
Total for 100-000-43200-5110						\$ 10,744.39
100-000-43200-5120 HEATING SERVICES						
VENDOR: QUARLES ENERGY SERVICES						
1	MARCH	23629	ANIMAL SHELTER	70522	03/15/2011	\$ 771.94
1	MARCH	32595	524 WESTWOOD	70522	03/15/2011	\$ 507.80
1	MARCH	86782	ANIMAL SHELTER	70641	03/31/2011	\$ 794.46
1	MARCH	97360	PARK/REC	70641	03/31/2011	\$ 1,014.00
VENDOR: WASHINGTON GAS						
4	MARCH	7002802507	JAIL/SHERIFF	70653	03/31/2011	\$ 420.13
4	MARCH	7002802606	COURTHOUSE	70653	03/31/2011	\$ 552.54
Total for 100-000-43200-5120						\$ 4,060.87
100-000-43200-5130 WATER & SEWAGE SERVICES						
VENDOR: DEHAVEN / BERKELEY SPRINGS WATER						
1	MARCH	80398	WATER	70599	03/31/2011	\$ 23.00
1	MARCH	80400	WATER	70599	03/31/2011	\$ 21.00
VENDOR: TOWN OF BERRYVILLE						
3	MARCH	1003900.0098	104 N CHURCH	70539	03/15/2011	\$ 95.35
3	MARCH	1004000.0098	100 N CHURCH	70539	03/15/2011	\$ 820.01
3	MARCH	2010600.0098	313 E MAIN	70539	03/15/2011	\$ 19.07
3	MARCH	2010700.0098	311 E MAIN	70539	03/15/2011	\$ 57.21
3	MARCH	9001300.0098	REC CENTER	70539	03/15/2011	\$ 100.00
1	MARCH	90014500.0098	POOL	70539	03/15/2011	\$ 9.54
3	MARCH	9001500.0098	PARK OFFICE	70539	03/15/2011	\$ 105.12
5	MARCH	9001800.0098	MAINT FAC	70539	03/15/2011	\$ 18.75
Total for 100-000-43200-5130						\$ 1,269.05
100-000-43200-5230 TELECOMMUNICATIONS						
VENDOR: AT&T MOBILITY						
2	MARCH	03012011	GOV MAINT CELL PHONE ESTIM	70569	03/31/2011	\$ 152.84
VENDOR: TREASURER OF VIRGINIA						
3	MARCH	T230951	PHONE CHARGES	70477	03/15/2011	\$ 9.27
17	MARCH	T230951	PHONE CHARGES	70477	03/15/2011	\$ 5.47
VENDOR: VERIZON						
84	MARCH	00002726889534Y	MONTHLY PHONE CHARGES	70551	03/15/2011	\$ 91.60
Total for 100-000-43200-5230						\$ 259.18
100-000-43200-6005 LAUNDRY, HOUSEKEEPING, & JANITORIAL						

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VENDOR: GENERAL SALES OF VIRGINIA						
1	MARCH	211002286	LAUNDRY, HOUSEKEEPING, & J	1057	03/30/2011 \$	251.53
1	MARCH	211002287	CUSTODIAL SUPPLIES ESTIMAT	1057	03/30/2011 \$	232.08
Total for 100-000-43200-6005						\$ 483.61
100-000-43200-6007 REPAIR AND MAINTENANCE SUPPLIES						
VENDOR: BERRYVILLE AUTO PARTS INC						
1	MARCH	ADMN 5370-45573	CABLE/TERMINAL PAK	70578	03/31/2011 \$	4.47
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	MARCH	051821	TIEDOWN	70461	03/15/2011 \$	17.99
1	MARCH	051828	SAT NI FLAIR	70461	03/15/2011 \$	32.99
1	MARCH	051885	CAULK/WASHERS	70461	03/15/2011 \$	22.48
1	MARCH	51825	PAINT TRAY LINERS/EXT POLE	70461	03/15/2011 \$	20.48
1	MARCH	51938	DRIL BIT/NUT/WASHERS	70461	03/15/2011 \$	10.13
1	MARCH	51947	PAIL/SPONGE/MORTAR	70461	03/15/2011 \$	30.25
1	MARCH	51982	FLASHLIGHT/BATTERIES/SPONG	70461	03/15/2011 \$	47.73
1	MARCH	51997	CAULK	70461	03/15/2011 \$	14.98
1	MARCH	52001	SAND SPONGE	70461	03/15/2011 \$	5.49
1	MARCH	52021	BATTERY	70581	03/31/2011 \$	7.99
2	MARCH	52030	FOAM TAPE	70581	03/31/2011 \$	6.87
1	MARCH	52049	TAPE/RETURN	70581	03/31/2011 \$	4.58-
1	MARCH	52050	EXT CREW/FENDER WASHER	70581	03/31/2011 \$	20.98
1	MARCH	52093	DRILL BITS	70581	03/31/2011 \$	17.20
1	MARCH	52104	CONNECTOR	70581	03/31/2011 \$	11.99
1	MARCH	52142	TAPE	70581	03/31/2011 \$	38.99
1	MARCH	52164	PLUNGER	70581	03/31/2011 \$	15.98
VENDOR: LAB SAFETY SUPPLY INC						
2	MARCH	1017023147	EYWR SFTY LENS	70623	03/31/2011 \$	69.40
VENDOR: LOWE'S OF WINCHESTER						
1	MARCH	37790	VYNL SCREEN/BATTER/PAINT R	70627	03/31/2011 \$	664.81
VENDOR: MCCORMICK PAINT						
1	MARCH	230087766	PAINT	70510	03/15/2011 \$	416.16
VENDOR: NORVAC LOCK TECHNOLOGY INC						
1	MARCH	74201	REKEY CYLINDER	1022	03/15/2011 \$	253.00
VENDOR: SHANNON-BAUM SIGNS INC						
1	MARCH	0181002	SIGNS	1033	03/15/2011 \$	152.00
1	MARCH	0181158	SIGN	1082	03/30/2011 \$	64.00
VENDOR: VALLEY QUARRIES, INC.						
1	MARCH	497683	BALLFLD MIX	70666	03/31/2011 \$	747.81
Total for 100-000-43200-6007						\$ 2,689.59
100-000-43200-6008 VEHICLE AND EQUIP FUEL						
VENDOR: MANSFIELD OIL COMPANY						
4	MARCH	SQLCD/00013665	FUEL	70508	03/15/2011 \$	128.36
4	MARCH	SQLCD/00014225	FUEL	70629	03/31/2011 \$	188.69
VENDOR: QUARLES FUEL NETWORK						
1	MARCH	CT0066724	FUEL	1080	03/30/2011 \$	55.67
Total for 100-000-43200-6008						\$ 372.72

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100-000-43200-6014			OTHER OPERATING SUPPLIES			
VENDOR: DEPARTMENT OF VIRGINIA STATE POLICE						
1	MARCH	A1928	CRIMINAL RECORDS	70601	03/31/2011 \$	26.00
100-000-43200-8201			MACHINERY & EQUIPMENT			
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	MARCH	52120	WRENCH/SAW CHAIN	70581	03/31/2011 \$	85.24
1	MARCH	52124	CHAIN SAW	70581	03/31/2011 \$	390.48
1	MARCH	52147	SHARPEN CHAIN SAW/LWN RAKE	70581	03/31/2011 \$	44.98
Total for 100-000-43200-8201						520.70
100-000-53240-5699			CIVIC CONTRIBUTIONS			
VENDOR: VIRGINIA REGIONAL TRANSIT						
1	MARCH	CLRK-1103	3RD QTR	70671	03/31/2011 \$	4,409.75
100-000-71100-3300			PURCHASED SERVICES			
VENDOR: BB&T FINANCIAL, FSB						
4	MARCH	0014 9865	CONFERENCE	70293	02/28/2011 \$	110.00
100-000-71100-3320			MAINTENANCE SERVICE CONTRACT			
VENDOR: DDL BUSINESS SYSTEMS LLC						
1	MARCH	42975	COPIER MAINTENANCE RENEWAL	70472	03/15/2011 \$	146.45
100-000-71100-3600			ADVERTISING			
VENDOR: CLARKE COUNTY RURITAN - FAIR CATALOG						
1	MARCH	ADVERTISEMENT	ADVERTISEMENT FOR FAIR BOO	70467	03/15/2011 \$	50.00
100-000-71100-5210			POSTAL SERVICES			
VENDOR: UNITED STATES POST OFFICE						
1	MARCH	CORE	BULK/SATURATION MAILING	70422	03/22/2011 \$	1,300.00
100-000-71100-5230			TELECOMMUNICATIONS			
VENDOR: TREASURER OF VIRGINIA						
18	MARCH	T230951	PHONE CHARGES	70477	03/15/2011 \$	34.14
VENDOR: VERIZON						
85	MARCH	00002726889534Y	MONTHLY PHONE CHARGES	70551	03/15/2011 \$	109.57
Total for 100-000-71100-5230						143.71
100-000-71100-5540			TRAVEL CONVENTION & EDUCATION			
VENDOR: BB&T FINANCIAL, FSB						
3	MARCH	0014 9865	CONFERENCE	70293	02/28/2011 \$	110.00
2	MARCH	9255 6723	TRAVEL	70575	03/31/2011 \$	201.14
3	MARCH	9255 6723	CPR COURSE	70575	03/31/2011 \$	19.95
Total for 100-000-71100-5540						111.09
100-000-71100-6001			OFFICE SUPPLIES			
VENDOR: WALMART COMMUNITY BRC						
12	MARCH	0056 0731	MOUSE PAD/PENS	70673	03/31/2011 \$	30.88

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100-000-71100-6008			VEHICLE AND EQUIP FUEL			
VENDOR: MANSFIELD OIL COMPANY						
5	MARCH	SQLCD/00013665	FUEL	70508	03/15/2011 \$	44.64
1	MARCH	SQLCD/00014225	FUEL	70629	03/31/2011 \$	80.79
Total for 100-000-71100-6008						\$ 125.43
100-000-71100-6014			OTHER OPERATING SUPPLIES			
VENDOR: INTELLIGENT PRODUCTS INC.						
1	MARCH	123259A	HANGABLE HEADER MITTS	1005	03/15/2011 \$	400.75
VENDOR: S & S WORLDWIDE						
1	MARCH	6870883	OFFICIAL ADULT DODG	70528	03/15/2011 \$	215.88
Total for 100-000-71100-6014						\$ 616.63
100-000-71310-6002			FOOD SUPPLIES & FOOD SERVICE SUPPLIE			
VENDOR: WALMART COMMUNITY BRC						
11	MARCH	0056 0731	SUNCHIPS/FUNYUNS/COOKIES85	70558	03/15/2011 \$	85.60
100-000-71310-6013			EDUCATIONAL AND RECREATIONAL SUPPLIE			
VENDOR: WALMART COMMUNITY BRC						
9	MARCH	0056 0731	A H BAG	70558	03/15/2011 \$	11.32
13	MARCH	0056 0731	TV/SAND/FOOD	70673	03/31/2011 \$	528.49
Total for 100-000-71310-6013						\$ 539.81
100-000-71310-6014			OTHER OPERATING SUPPLIES			
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	MARCH	51862	BULB/LAMP	70461	03/15/2011 \$	16.98
VENDOR: LOWE'S OF WINCHESTER						
1	MARCH	28831	GARDEN RAKE/GARDEN SVL FIB	70627	03/31/2011 \$	75.76
VENDOR: WALMART COMMUNITY BRC						
10	MARCH	0056 0731	CRACKERS/HEARTS/SUPPLIES	70558	03/15/2011 \$	14.92
Total for 100-000-71310-6014						\$ 107.66
100-000-71310-6015			MERCHANDISE FOR RESALE			
VENDOR: BB&T FINANCIAL, FSB						
5	MARCH	0014 9865	BALLOON PUMP/SUPPLIES	70575	03/31/2011 \$	48.58
VENDOR: WALMART COMMUNITY BRC						
14	MARCH	0056 0731	FOOD	70673	03/31/2011 \$	127.26
Total for 100-000-71310-6015						\$ 175.84
100-000-71320-5230			TELECOMMUNICATIONS			
VENDOR: TREASURER OF VIRGINIA						
20	MARCH	T230951	PHONE CHARGES	70477	03/15/2011 \$	2.68
100-000-71350-3100			PROFESSIONAL SERVICES			
VENDOR: AMERICAN RED CROSS						
1	MARCH	9793	RED CROSS CLASSES	70455	03/15/2011 \$	260.00

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VENDOR: XTREME FIT STUDIO						
2	MARCH	CAMP	CARDIO FITNESS CLASSES	70587	03/31/2011 \$	812.00
VENDOR: OPUS OAKES, AN ART PLACE, INC.						
1	MARCH	CLASSES	ART CLASSES WINTER/SPRING	1025	03/15/2011 \$	1,108.40
2	MARCH	CLASSES	ART CLASSES WINTER/SPRING	1078	03/30/2011 \$	433.50
Total for 100-000-71350-3100						\$ 2,613.90
100-000-71350-5560 GROUP TRIPS						
VENDOR: BB&T FINANCIAL, FSB						
1	MARCH	9255 6723	BOWLING	70575	03/31/2011 \$	105.00
100-000-71350-5830 REFUNDS						
VENDOR: BOWMAN-HARLOW, GALE						
1	MARCH	PARK/REC REFUND	ACCOUNT BALANCE REFUND	70462	03/15/2011 \$	85.00
VENDOR: ROBB, ANINA						
1	MARCH	PROGRAM REFUND	PROGRAM CANCELLATION REFUN	70649	03/31/2011 \$	41.00
VENDOR: WALTERS, NICOLE						
1	MARCH	PROGRAM REFUND	PROGRAM CANCELLATION REFUN	70675	03/31/2011 \$	40.00
Total for 100-000-71350-5830						\$ 166.00
100-000-71350-6002 FOOD SUPPLIES & FOOD SERVICE SUPPLIE						
VENDOR: FOOD LION, INC						
1	MARCH	281164067299	FOOD SUPPLIES	70488	03/15/2011 \$	86.15
1	MARCH	281164107327	FOOD SUPPLIES	70610	03/31/2011 \$	108.72
1	MARCH	281164107328	FOOD SUPPLIES	70610	03/31/2011 \$	19.95
1	MARCH	281164117330	FOOD SUPPLIES	70610	03/31/2011 \$	27.52
1	MARCH	281164117336	FOOD SUPPLIES	70610	03/31/2011 \$	18.14
Total for 100-000-71350-6002						\$ 260.48
100-000-71350-6013 EDUCATIONAL AND RECREATIONAL SUPPLIE						
VENDOR: BB&T FINANCIAL, FSB						
6	MARCH	0014 9865	BIRTHDAY PARTY PACK	70575	03/31/2011 \$	9.98
7	MARCH	0014 9865	BALLOON PUMP	70575	03/31/2011 \$	9.95
VENDOR: NATIONAL ENTERTAINMENT TECHNOLOGIES, INC						
1	MARCH	110228015	EASTER CANDY FILLED EGGS	70515	03/15/2011 \$	360.00
Total for 100-000-71350-6013						\$ 379.93
100-000-71350-6014 OTHER OPERATING SUPPLIES						
VENDOR: BERRYVILLE TRUE VALUE HARDWARE						
1	MARCH	52125	KEY	70581	03/31/2011 \$	4.00
100-000-81110-3100 PROFESSIONAL SERVICES						
VENDOR: HALL, MONAHAN, ENGLE, MAHAN & MITCHELL						
6	MARCH	GENERAL FILE	LEGAL SERVICES	1061	03/30/2011 \$	64.00
VENDOR: PIEDMONT GEOTECHNICAL, INC.						
1	MARCH	0970VA	SALVATION ARMY	1079	03/30/2011 \$	72.50
1	MARCH	1305VA	WHITE POST DAIRY	1027	03/15/2011 \$	217.50

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1	MARCH	1315VA	SALEM CHURCH RD	1079	03/30/2011 \$	145.00
Total for 100-000-81110-3100						\$ 499.00
100-000-81110-3140 ENGINEERING REVIEW EXPENDITURES						
VENDOR: CHESTER ENGINEERS						
1	MARCH	35308	MEADOWVIEW	1050	03/30/2011 \$	631.28
100-000-81110-3320 MAINTENANCE SERVICE CONTRACT						
VENDOR: TML COPIERS & DIGITAL SOLUTIONS						
3	MARCH	115289	EST. MAINT. FY2010	1042	03/15/2011 \$	139.44
100-000-81110-3600 ADVERTISING						
VENDOR: WINCHESTER STAR						
3	MARCH	1653410	HEARING ADVERTISEMENT	70562	03/15/2011 \$	353.60
100-000-81110-5230 TELECOMMUNICATIONS						
VENDOR: TREASURER OF VIRGINIA						
19	MARCH	T230951	PHONE CHARGES	70477	03/15/2011 \$	19.65
VENDOR: VERIZON						
86	MARCH	00002726889534Y	MONTHLY PHONE CHARGES	70551	03/15/2011 \$	11.35
Total for 100-000-81110-5230						\$ 31.00
100-000-81110-5510 TRAVEL MILEAGE						
VENDOR: JOHNSTON, CHUCK						
1	MARCH	MILEAGE REIMB	MILEAGE REIMB	1007	03/15/2011 \$	24.48
2	MARCH	MILEAGE REIMB	MILEAGE REIMB	1007	03/15/2011 \$	30.40
Total for 100-000-81110-5510						\$ 54.88
100-000-81110-5540 TRAVEL CONVENTION & EDUCATION						
VENDOR: OLIN, NANCY						
1	MARCH	MILEAGE	MILEAGE REIMB	1024	03/15/2011 \$	26.52
VENDOR: TEETOR, ALLISON						
1	MARCH	TRAVEL REIMB	TRAVEL REIMBURSEMENT	1086	03/30/2011 \$	10.00
Total for 100-000-81110-5540						\$ 36.52
100-000-81110-5810 DUES & MEMBERSHIPS						
VENDOR: URBAN LAND INSTITUTE						
1	MARCH	1266890	MEMBERSHIP RENEWAL	70545	03/15/2011 \$	225.00
100-000-81510-3500 PRINTING AND BINDING						
VENDOR: PICCADILLY PRINTING CO						
1	MARCH	71767	BROCHURE'S	70519	03/15/2011 \$	621.00
100-000-81520-3100 PROFESSIONAL SERVICES						
VENDOR: CHESTER ENGINEERS						
1	MARCH	34790	ST BRIDGETTE SITE REVIEW	990	03/15/2011 \$	1,104.74
100-000-81600-3160 BOARD SERVICES						

CLARKE COUNTY
 March 2010 Vendor Payments
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VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
VENDOR: BRUMBACK, CLAY						
2	MARCH	PLAN COMM MEET	PLAN COMM MEET/MARCH	988	03/15/2011 \$	100.00
VENDOR: CONSERVATION EASEMENT						
2	MARCH	PLAN COMM MEET	PLAN COMM MEET/MARCH	989	03/15/2011 \$	100.00
VENDOR: MCFILLEN, THOMAS						
2	MARCH	PLAN COMM MEET	PLAN COMM MEET/MAR	1018	03/15/2011 \$	100.00
VENDOR: MCKAY, BEVERLY						
2	MARCH	PLAN COMM MEET	PLAN COMM MEET/MAR	70512	03/15/2011 \$	50.00
VENDOR: NELSON, CLIFF						
2	MARCH	PLAN COMM MEET	PLAN COMM MEET/MAR	1021	03/15/2011 \$	100.00
VENDOR: CONSERVATION EASEMENT						
2	MARCH	PLAN COMM MEET	PLAN COMM MEET/MAR	1023	03/15/2011 \$	100.00
VENDOR: STEINMETZ, WILLIAM A.						
2	MARCH	PLAN COMM MEET	PLAN COMM MEET/MAR	1037	03/15/2011 \$	100.00
VENDOR: THUSS, RICHARD						
2	MARCH	PLAN COMM MEET	PLAN COMM MEET/MAR	1040	03/15/2011 \$	100.00
VENDOR: WADE, ROBERT						
1	MARCH	PLAN COMM MEET	PLANNING COMM MEET/MAR	1044	03/15/2011 \$	100.00
Total for 100-000-81600-3160						\$ 850.00
100-000-81800-3100 PROFESSIONAL SERVICES						
VENDOR: KALBIAN, MARAL S.						
1	MARCH	CONSULT SERVICE	PRESERVATION CONSUL SERV	1069	03/30/2011 \$	1,155.00
100-000-82600-5230 TELECOMMUNICATIONS						
VENDOR: WETHERALL, WILLIAM						
2	MARCH	PHONE REIMB	PHONE REIMB	1090	03/30/2011 \$	35.09
100-000-82600-5510 TRAVEL MILEAGE						
VENDOR: WETHERALL, WILLIAM						
3	MARCH	MILEAGE	MILEAGE REIMB	1090	03/30/2011 \$	37.74
100-000-83100-3320 MAINTENANCE SERVICE CONTRACTS						
VENDOR: TML COPIERS & DIGITAL SOLUTIONS						
1	MARCH	115289	EST. MAINT. FY2010	1042	03/15/2011 \$	73.99
100-000-83100-5230 TELECOMMUNICATIONS						
VENDOR: TREASURER OF VIRGINIA						
12	MARCH	T230951	PHONE CHARGES	70477	03/15/2011 \$	13.36
VENDOR: VERIZON						
87	MARCH	00002726889534Y	MONTHLY PHONE CHARGES	70551	03/15/2011 \$	27.44
Total for 100-000-83100-5230						\$ 40.80
TOTAL DEFINITION TYPE 0 :						\$ 234,966.46
TOTAL EXPENDITURES :						\$ 234,966.46

CLARKE COUNTY
March 2010 Vendor Payments
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VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount

TOTAL for FISCAL YEAR 2011 :						\$ 234,966.46

TOTAL PAYMENTS :						\$ 234,966.46

CLARKE COUNTY
 March 2010 Vendor Payments
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VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/RFT Date	Amount
Fiscal Year: 2011						
EXPENDITURES						
DEFINITION TYPE 0						
225-127-31200-5230 TELECOMMUNICATIONS						
VENDOR: SPRINT DATA SERVICES						
1	MARCH	862688664-001	CELL PHONES - GTF	70565	03/31/2011 \$	1,642.55
231-000-31200-6000 MATERIAL AND SUPPLIES						
VENDOR: BB&T FINANCIAL, FSB						
1	MARCH	9255 6665	DINNER FOR TRAINING	70575	03/31/2011 \$	62.67
235-000-82700-8215 PURCHASE OF DEVELOPMENT RIGHTS						
VENDOR: HALL, MONAHAN, ENGLE REAL ESTATE ACCOUN						
1	MARCH	BASEMENT	CONSERVATION EASEMENT	1062	03/30/2011 \$	180,375.00
301-800-94202-3100 PROFESSIONAL SERVICES						
VENDOR: HALL, MONAHAN, ENGLE, MAHAN & MITCHELL						
2	MARCH	JOINT GOV CNTR	LEGAL SERVICES	1061	03/30/2011 \$	1,005.00
301-800-94291-3140 ENGINEERING & ARCHITECTURAL						
VENDOR: BAUGHAN & BAUKHAGES ARCHITECTS, AIA						
1	MARCH	INV #9	CIRCUIT COURTHOUSE	70571	03/31/2011 \$	1,740.00
1	MARCH	PROJECT #0507	COURTHOUSE/SEPT SERVICES	70571	03/31/2011 \$	1,740.00
2	MARCH	PROJECT #0507	CIRCUIT COURTHOUSE	70571	03/31/2011 \$	1,740.00
VENDOR: CHESTER ENGINEERS						
1	MARCH	34646	CRTHSE RENOVATION	990	03/15/2011 \$	473.46
1	MARCH	35306	COURTHOUSE	1050	03/30/2011 \$	2,081.85
Total for 301-800-94291-3140						\$ 4,295.31
301-800-94291-8112 CONSTRUCTION						
VENDOR: HAMMERHEAD CONSTRUCTION OF VA, INC.						
1	MARCH	APP #7	PER IFB #10-0316 CIRCUIT C	70493	03/15/2011 \$	38,094.95
301-800-94314-3140 ENGINEERING & ARCHITECTURAL						
VENDOR: CHESTER ENGINEERS						
1	MARCH	34113	CITIZEN CONV CENTER	990	03/15/2011 \$	3,000.00
301-820-94222-3000 PURCHASED SERVICES						
VENDOR: AT&T MOBILITY						
10	MARCH	03012011	LAPTOP DATA PLAN - SHERIFF	70569	03/31/2011 \$	760.61
TOTAL DEFINITION TYPE 0 :						\$ 229,236.09
TOTAL EXPENDITURES :						\$ 229,236.09
TOTAL for FISCAL YEAR 2011 :						\$ 229,236.09
TOTAL PAYMENTS :						\$ 229,236.09

CLARKE COUNTY
 March 2010 Vendor Payments
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VOUCH#	Fis Month	Invoice ID	DESCRIPTION	CK/EFT #	CK/EFT Date	Amount
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Fiscal Year: 2011

EXPENDITURES

DEFINITION TYPE 0

607-000-12530-4300 CENTRAL PURCHASING/STORE

VENDOR: OFFICE DEPOT

1	MARCH	553599932001	CENTRAL STORE SUPPLIES	70636	03/31/2011 \$	651.17
1	MARCH	553600155001	CD-R	70636	03/31/2011 \$	23.32
1	MARCH	55404313001	BULLETIN BOARD/TONER	70636	03/31/2011 \$	162.03

VENDOR: SUPPLY ROOM COMPANIES, THE

1	MARCH	1520389-0	PENS/PEN REFILLS	1088	03/30/2011 \$	41.20
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Total for 607-000-12530-4300 \$ 877.72

607-000-12530-5230 TELECOMMUNICATIONS

VENDOR: TREASURER OF VIRGINIA

13	MARCH	T230951	PHONE CHARGES	70477	03/15/2011 \$	10.93
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VENDOR: VERIZON

89	MARCH	00002726889534Y	MONTHLY PHONE CHARGES	70551	03/15/2011 \$	90.96
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Total for 607-000-12530-5230 \$ 101.89

607-000-12530-5540 TRAVEL CONVENTION & EDUCATION

VENDOR: LEGOE, MICHAEL

1	MARCH	TRAVEL REIMB	MILEAGE REIMB	1012	03/15/2011 \$	61.20
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TOTAL DEFINITION TYPE 0 : \$ 1,040.81

TOTAL EXPENDITURES : \$ 1,040.81

TOTAL for FISCAL YEAR 2011 : \$ 1,040.81

TOTAL PAYMENTS : \$ 1,040.81

Clarke Co. Reconciliation of Appropriations Year Ending June 30, 2011														07-Apr-11	
Date	Total	General Fund	Soc Svcs Fund	CSA Fund	Sch Oper Fund	Contexts Fund	GG Cap Fund	School Cap Fund	GG Debt Fund	School Debt Fund	Joint Fund	Conservation Easements	Unemploy. Fund		
05/03/10 Appropriations Resolution: Total	36,430,921	8,153,177	1,397,688	1,100,583	18,931,781	759,952	390,491	690,400	364,701	3,836,438	510,810	480,000	15,000		
Adjustments:															
07/20/10 High School Debt Service		1,835										86,753			
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							25,000								
01/18/11 Double Tollgate Study		6,253													
02/15/11 Victim Witness Grant		481													
03/07/11 Litter Control		11,000													
03/07/11 Chapel District Historic District Pre Application															
Revised Appropriation	36,845,980	8,239,692	1,397,568	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	415,059	88,515	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	8,943,033	759,952	0	154,000		218,070	0	320,000	0		
Adjustments:															
07/20/10 High School Debt Service		3,000					40,150					86,753			
07/20/10 Emergency Operations Center															
07/20/10 Arts Grant															
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													
03/07/11 Litter Control		481													
03/07/11 Chapel District Historic District Pre Application		11,000													
Revised Revenue Estimate	14,456,341	2,441,044	989,200	453,945	8,943,033	759,952	90,344	154,000	0	304,823	0	320,000	0		
Change to Revenue Estimate	199,054	21,957	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	9,988,748	0	390,491	538,400	364,701	3,418,368	510,810	160,000	15,000		
Revised Local Tax Funding	22,389,639	5,796,648	408,388	646,638	9,988,748	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

FY 11 Budget Transfers

4/7/2011

FROM	TO	AMOUNT
Minor Capital Contingency	Communications	2190 antennae repair
Professional Services Contingency	BOS Professional Services	1,000 VACO Legislative
<i>Planning Administration Prof Serv</i>	<i>Historic Preservation Prof Serve</i>	2,000 <i>Kalbian Contract</i>

04/07/11

Title: General Fund Balance
Source: Clarke County Joint Administrative Services

	<u>Previous</u>	<u>Current</u>	<u>Notes</u>
General Fund Balance Year End FY 2009	14,001,757	14,001,757	
Expenditure FY 10	(24,433,541)	(24,433,541)	
Revenue FY 10	24,586,665	24,586,665	
General Fund Balance (year end FY 10)	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	
TOTAL Designations	(13,434,303)	(13,434,303)	

FY 11 Expenditure Budget Adjustments	(415,059)	(415,059)	
FY 11 Revenue Budget Adjustments	199,054	199,054	

Undesignated Fund Balance Projected June 30

	504,574	504,574	
TOTAL	504,574	504,574	

CLARKE COUNTY
 FD-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 MARCH	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	\$ 3,450.00	\$ 1,150.00	\$ 10,350.00	\$ 0.00	100.00
2100	FICA BENEFITS	\$ 1,056.00	\$ 173.46	\$ 57.81	\$ 520.31	\$ 362.23	65.70
2300	HOSPITAL/MEDICAL PLANS	\$ 10,628.00	\$ 2,657.49	\$ 885.83	\$ 7,972.47	\$ 1.96	100.02
3100	PROFESSIONAL SERVICES	\$ 16,000.00	\$ 0.00	\$ 0.00	\$ 3,407.40	\$ 12,592.60	21.30
3600	ADVERTISING	\$ 5,500.00	\$ 1,402.50	\$ 472.40	\$ 3,228.50	\$ 869.00	84.20
5210	POSTAL SERVICES	\$ 250.00	\$ 0.00	\$ 0.00	\$ 143.06	\$ 106.94	57.22
5230	TELECOMMUNICATIONS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
5307	PUBLIC OFFICIAL LIABILITY INS.	\$ 5,038.00	\$ 0.00	\$ 0.00	\$ 5,873.00	\$ 835.00	116.57
5510	TRAVEL MILEAGE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 6,000.00	\$ 0.00	\$ 0.00	\$ 4,071.24	\$ 1,928.76	67.85
5800	MISCELLANEOUS CHARGES	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 1,009.53	\$ 990.47	50.48
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	\$ 0.00	\$ 639.35	\$ 360.65	63.93
8201	MACHINERY & EQUIPMENT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
8202	FURNITURE & FIXTURES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
8211	DEPRECIATION OF CAPITAL ASSETS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
11010	BOARD OF SUPERVISORS	\$ 65,272.00	\$ 7,683.45	\$ 2,566.04	\$ 41,748.86	\$ 15,839.69	75.73
FUNC 12110 COUNTY ADMINISTRATOR							
1100	SALARIES - REGULAR	\$ 184,719.00	\$ 46,179.93	\$ 15,393.23	\$ 138,539.07	\$ 0.00	100.00
1300	SALARIES - PART TIME	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 581.25	\$ 418.75	58.13
2100	FICA BENEFITS	\$ 14,208.00	\$ 3,329.38	\$ 1,109.79	\$ 9,413.75	\$ 1,464.87	89.69
2210	VRSR BENEFITS	\$ 25,491.00	\$ 6,372.79	\$ 2,124.27	\$ 19,118.43	\$ 0.22	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 15,717.00	\$ 3,873.52	\$ 1,310.12	\$ 11,791.08	\$ 52.40	99.67
2400	LIFE INSURANCE	\$ 1,884.00	\$ 129.31	\$ 43.10	\$ 387.90	\$ 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
3310	REPAIR & MAINTENANCE	\$ 0.00	\$ 0.00	\$ 244.78	\$ 244.78	\$ 244.78	100.00
3320	MAINTENANCE SERVICE CONTRACT	\$ 800.00	\$ 183.62	\$ 56.91	\$ 348.05	\$ 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	\$ 312.18	\$ 73.92	\$ 799.87	\$ 387.95	74.14
5305	MOTOR VEHICLE INSURANCE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
5306	SURETY BONDS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
5510	TRAVEL MILEAGE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
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	\$ 0.00	\$ 520.83	\$ 979.17	34.72
6001	OFFICE SUPPLIES	\$ 1,200.00	\$ 0.00	\$ 17.22	\$ 1,886.71	\$ 686.71	157.23
6008	VEHICLE AND EQUIP FUEL	\$ 1,000.00	\$ 0.00	\$ 111.09	\$ 820.98	\$ 179.02	82.10
6009	VEHICLE AND EQUIPMENT SUPPLIES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
6012	BOOKS AND SUBSCRIPTIONS	\$ 1,200.00	\$ 0.00	\$ 0.00	\$ 588.27	\$ 611.73	49.02
8201	MACHINERY & EQUIPMENT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
8202	FURNITURE & FIXTURES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
8207	EDP EQUIPMENT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
8211	DEPRECIATION OF CAPITAL ASSETS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
12110	COUNTY ADMINISTRATOR	\$ 260,019.00	\$ 60,380.73	\$ 20,484.43	\$ 185,445.91	\$ 14,192.36	94.54
FUNC 12210 LEGAL SERVICES							
1100	SALARIES/WAGES - REGULAR	\$ 29,894.00	\$ 8,188.43	\$ 2,729.48	\$ 23,611.76	\$ 1,906.19	106.38
2100	FICA	\$ 2,287.00	\$ 626.97	\$ 209.08	\$ 1,808.65	\$ 148.62	106.50

CLARKE COUNTY
 FD-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	MARCH	Expenditures Year-to-Date	Available Balance	Percent Used
2210	VRS	\$ 4,125.00	\$ 1,788.27	\$ 596.09	\$	\$ 4,355.53	\$ 2,018.80	148.94
2300	HOSPITAL/MEDICAL PLANS	\$ 0.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 0.00	100.00
2400	LIFE INSURANCE	\$ 305.00	\$ 21.68	\$ 12.09	\$	\$ 88.33	\$ 194.99	36.07
3100	PROFESSIONAL SERVICES	\$ 32,000.00	\$ 0.00	\$ 2,578.00	\$	\$ 15,772.00	\$ 16,228.00	49.29
5800	MISCELLANEOUS	\$ 0.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 0.00	100.00
5810	DUES & ASSOCIATION MEMBERSHIPS	\$ 0.00	\$ 0.00	\$ 0.00	\$	\$ 270.00	\$ 270.00	100.00
12210	LEGAL SERVICES	\$ 68,611.00	\$ 10,625.35	\$ 6,124.74	\$	\$ 45,906.27	\$ 12,079.38	82.39
	FUNC 12310 COMMISSIONER OF REVENUE							
1100	SALARIES - REGULAR	\$ 166,090.00	\$ 41,522.25	\$ 13,382.98	\$	\$ 123,840.27	\$ 727.48	99.56
1300	SALARIES - PART TIME	\$ 0.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 0.00	100.00
2100	FICA BENEFITS	\$ 12,706.00	\$ 2,954.75	\$ 949.90	\$	\$ 8,750.42	\$ 1,000.83	92.12
2210	VRS BENEFITS	\$ 22,920.00	\$ 5,730.07	\$ 1,846.86	\$	\$ 17,090.02	\$ 99.91	99.56
2300	HEALTH INSURANCE BENEFITS	\$ 26,352.00	\$ 5,866.41	\$ 1,984.17	\$	\$ 18,707.57	\$ 1,778.02	93.25
2400	LIFE INSURANCE	\$ 1,694.00	\$ 116.26	\$ 37.47	\$	\$ 346.72	\$ 1,231.02	27.33
2700	WORKERS COMPENSATION INSURANCE	\$ 200.00	\$ 0.00	\$ 0.00	\$	\$ 177.48	\$ 22.52	88.74
3100	PROFESSIONAL SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$	\$ 60.00	\$ 60.00	100.00
3310	REPAIR & MAINTENANCE	\$ 100.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 100.00	0.00
3320	MAINTENANCE SERVICE CONTRACTS	\$ 500.00	\$ 121.32	\$ 20.00	\$	\$ 271.29	\$ 107.39	78.52
3500	PRINTING AND BINDING	\$ 1,500.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 1,500.00	0.00
3600	ADVERTISING	\$ 0.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 0.00	100.00
4100	DATA PROCESSING	\$ 1,800.00	\$ 0.00	\$ 1,416.00	\$	\$ 1,416.00	\$ 384.00	78.67
5210	POSTAL SERVICES	\$ 3,000.00	\$ 0.00	\$ 0.00	\$	\$ 876.56	\$ 2,123.44	29.22
5230	TELECOMMUNICATIONS	\$ 1,500.00	\$ 0.00	\$ 42.19	\$	\$ 382.09	\$ 1,117.91	25.47
5510	TRAVEL MILEAGE	\$ 500.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 500.00	0.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 2,000.00	\$ 0.00	\$ 250.00	\$	\$ 250.00	\$ 1,750.00	12.50
5810	DUES & MEMBERSHIPS	\$ 1,200.00	\$ 0.00	\$ 80.00	\$	\$ 370.00	\$ 830.00	30.83
6001	OFFICE SUPPLIES	\$ 1,100.00	\$ 0.00	\$ 0.00	\$	\$ 1,145.28	\$ 45.28	104.12
6008	VEHICLE AND EQUIP FUEL	\$ 100.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 100.00	0.00
6012	BOOKS AND SUBSCRIPTIONS	\$ 1,000.00	\$ 0.00	\$ 124.98	\$	\$ 592.42	\$ 407.58	59.24
8201	MACHINERY & EQUIPMENT	\$ 200.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 200.00	0.00
8202	FURNITURE & FIXTURES	\$ 0.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 0.00	100.00
8207	EDP EQUIPMENT	\$ 0.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 0.00	100.00
8211	DEPRECIATION OF CAPITAL ASSETS	\$ 0.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 0.00	100.00
12310	COMMISSIONER OF REVENUE	\$ 244,462.00	\$ 56,311.06	\$ 20,134.55	\$	\$ 174,276.12	\$ 13,874.82	94.32
	FUNC 12320 ASSESSOR							
1100	SALARIES - REGULAR	\$ 42,460.00	\$ 10,614.75	\$ 3,538.25	\$	\$ 31,844.25	\$ 1.00	100.00
1300	SALARIES - PART TIME	\$ 0.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 0.00	100.00
2100	FICA BENEFITS	\$ 3,248.00	\$ 683.03	\$ 227.69	\$	\$ 2,049.21	\$ 515.76	84.12
2210	VRS BENEFITS	\$ 5,859.00	\$ 1,464.82	\$ 488.28	\$	\$ 4,394.52	\$ 0.34	100.01
2300	HEALTH INSURANCE BENEFITS	\$ 8,093.00	\$ 1,995.03	\$ 674.77	\$	\$ 6,072.93	\$ 25.04	99.69
2400	LIFE INSURANCE	\$ 433.00	\$ 29.70	\$ 9.91	\$	\$ 89.19	\$ 314.11	27.46
2700	WORKER'S COMPENSATION	\$ 579.00	\$ 0.00	\$ 0.00	\$	\$ 578.49	\$ 0.51	99.91
3100	PROFESSIONAL SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 0.00	100.00
3320	MAINTENANCE SERVICE CONTRACT	\$ 3,500.00	\$ 0.00	\$ 0.00	\$	\$ 3,500.00	\$ 0.00	100.00
5210	POSTAL SERVICES	\$ 50.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 50.00	0.00
5230	TELECOMMUNICATIONS	\$ 0.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 0.00	100.00
5510	TRAVEL MILEAGE	\$ 250.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 250.00	0.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 400.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 400.00	0.00
5810	DUES & MEMBERSHIPS	\$ 250.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 250.00	0.00
6001	OFFICE SUPPLIES	\$ 100.00	\$ 0.00	\$ 0.00	\$	\$ 163.40	\$ 63.40	163.40
6008	VEHICLE AND EQUIP FUEL	\$ 0.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 0.00	100.00
6009	VEHICLE AND EQUIP SUPP	\$ 0.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 0.00	100.00
6012	BOOKS AND SUBSCRIPTIONS	\$ 100.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 100.00	0.00
8202	FURNITURE & FIXTURES	\$ 0.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 0.00	100.00
8207	EDP EQUIPMENT	\$ 0.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 0.00	100.00

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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	Expenditures MARCH	Expenditures Year-to-Date	Available Balance	Percent Used
8211	DEPRECIATION OF CAPITAL ASSETS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
12320	ASSESSOR	\$ 65,322.00	\$ 14,787.33	\$ 4,938.90	\$ 48,691.99	\$ 1,842.68	\$ 97.18	
	FUNC 12330 EQUALIZATION BOARD							
1300	SALARIES - PART TIME	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
2100	FICA BENEFITS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
2700	WORKERS COMPENSATION INSURANCE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
3100	Professional Services	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
3600	ADVERTISING	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
5210	POSTAL SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
12330	EQUALIZATION BOARD	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
	FUNC 12410 TREASURER							
1100	SALARIES - REGULAR	\$ 177,642.00	\$ 44,410.50	\$ 14,803.50	\$ 130,533.66	\$ 2,697.84	\$ 98.48	
1300	SALARIES - PART TIME	\$ 3,967.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,967.00	\$ 0.00	
2100	FICA BENEFITS	\$ 13,894.00	\$ 3,383.60	\$ 1,127.87	\$ 9,589.59	\$ 920.81	\$ 93.37	
2210	VRSR BENEFITS	\$ 24,515.00	\$ 6,128.61	\$ 2,042.89	\$ 18,013.71	\$ 372.68	\$ 98.48	
2300	HEALTH INSURANCE BENEFITS	\$ 23,342.00	\$ 2,864.66	\$ 847.14	\$ 13,869.56	\$ 6,607.78	\$ 71.69	
2400	LIFE INSURANCE	\$ 1,812.00	\$ 124.35	\$ 41.45	\$ 365.49	\$ 1,322.16	\$ 27.03	
2700	WORKERS COMPENSATION INSURANCE	\$ 210.00	\$ 0.00	\$ 0.00	\$ 189.83	\$ 20.17	\$ 90.40	
2800	OTHER FRINGE BENEFITS/LEAVE PAYO	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	
3100	PROFESSIONAL SERVICES	\$ 0.00	\$ 0.00	\$ 515.00	\$ 675.00	\$ 675.00	\$ 100.00	
3310	REPAIR & MAINTENANCE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
3320	MAINTENANCE SERVICE CONTRACT	\$ 400.00	\$ 128.73	\$ 0.00	\$ 123.89	\$ 147.38	\$ 63.16	
3500	PRINTING AND BINDING	\$ 8,000.00	\$ 0.00	\$ 0.00	\$ 4,287.97	\$ 3,712.03	\$ 53.60	
3600	ADVERTISING	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,500.00	\$ 0.00	
5210	POSTAL SERVICES	\$ 17,000.00	\$ 0.00	\$ 185.00	\$ 6,556.20	\$ 10,443.80	\$ 38.57	
5230	TELECOMMUNICATIONS	\$ 1,000.00	\$ 0.00	\$ 15.23	\$ 311.97	\$ 688.03	\$ 31.20	
5306	SURETY BONDS	\$ 110.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 110.00	\$ 0.00	
5510	TRAVEL MILEAGE	\$ 250.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 250.00	\$ 0.00	
5540	TRAVEL CONVENTION & EDUCATION	\$ 2,000.00	\$ 0.00	\$ 130.00	\$ 710.87	\$ 1,289.13	\$ 35.54	
5810	DUES & MEMBERSHIPS	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 640.00	\$ 360.00	\$ 64.00	
6001	OFFICE SUPPLIES	\$ 5,000.00	\$ 0.00	\$ 18.00	\$ 2,279.34	\$ 2,720.66	\$ 45.59	
6008	VEHICLE AND EQUIP FUEL	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
6021	SUPPLIES - MOTOR VEHICLE DECALS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
6022	SUPPLIES - DOG TAGS	\$ 750.00	\$ 0.00	\$ 0.00	\$ 725.97	\$ 24.03	\$ 96.80	
8201	MACHINERY & EQUIPMENT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
8202	FURNITURE & FIXTURES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
8207	EDP EQUIPMENT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
8211	DEPRECIATION OF CAPITAL ASSETS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
12410	TREASURER	\$ 282,392.00	\$ 57,040.45	\$ 19,726.08	\$ 188,873.05	\$ 36,478.50	\$ 87.08	
	FUNC 12510 DATA PROCESSING							
1100	SALARIES & WAGES - REGULAR	\$ 113,282.00	\$ 28,320.47	\$ 9,440.17	\$ 84,961.53	\$ 0.00	\$ 100.00	
1300	SALARIES - PART TIME	\$ 1,000.00	\$ 0.00	\$ 172.50	\$ 2,025.00	\$ 1,025.00	\$ 202.50	
2100	FICA BENEFITS	\$ 8,743.00	\$ 2,036.47	\$ 692.04	\$ 6,264.54	\$ 441.99	\$ 94.94	
2210	VRSR	\$ 15,633.00	\$ 3,908.26	\$ 1,302.74	\$ 11,724.66	\$ 0.08	\$ 100.00	
2300	HOSPITAL/MEDICAL PLANS	\$ 8,093.00	\$ 1,995.03	\$ 674.77	\$ 6,072.93	\$ 25.04	\$ 99.69	
2400	LIFE INSURANCE	\$ 1,156.00	\$ 79.24	\$ 26.44	\$ 237.96	\$ 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	\$ 2,425.00	\$ 1,775.00	\$ 4,750.00	\$ 2,825.00	\$ 71.75	
3320	MAINTENANCE SERVICE CONTRACT	\$ 36,500.00	\$ 10,365.58	\$ 1,013.29	\$ 30,394.14	\$ 4,259.72	\$ 111.67	
5210	POSTAL SERVICES	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 1.22	\$ 998.78	\$ 0.12	
5230	TELECOMMUNICATIONS	\$ 50,000.00	\$ 3,010.17	\$ 2,417.32	\$ 19,538.11	\$ 27,451.72	\$ 45.10	
5540	TRAVEL CONVENTION & EDUCATION	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	\$ 0.00	

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5699	CIVIC CONTRIBUTIONS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
5810	DUES & MEMBERSHIPS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
6001	OFFICE SUPPLIES	\$ 3,000.00	\$ 0.00	\$ 264.74	\$ 264.74	\$ 1,264.15	\$ 1,735.85	42.14
6012	BOOKS & SUBSCRIPTIONS	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00
8201	MACHINERY & EQUIPMENT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,931.40	\$ 1,931.40	100.00
8207	EDP EQUIPMENT	\$ 10,000.00	\$ 990.70	\$ 0.00	\$ 0.00	\$ 4,440.42	\$ 4,568.88	54.31
8211	DEPRECIATION OF CAPITAL ASSETS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
12510	DATA PROCESSING	\$ 259,243.00	\$ 53,130.92	\$ 17,779.01	\$ 17,779.01	\$ 173,728.18	\$ 32,383.90	87.51
FUNC 13100 ELECTORAL BOARD AND OFFICIALS								
1300	SALARIES - PART TIME	\$ 7,512.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 5,008.00	\$ 2,504.00	66.67
2100	FICA	\$ 575.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 383.10	\$ 191.90	66.63
2700	WORKER'S COMPENSATION	\$ 10.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 8.03	\$ 1.97	80.30
3000	PURCHASED SERVICES	\$ 3,600.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,499.15	\$ 2,100.85	41.64
3160	ELECTORAL BOARD SERVICES	\$ 8,565.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,475.00	\$ 5,090.00	40.57
3310	REPAIR & MAINTENANCE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
3320	MAINTENANCE SERVICE CONTRACT	\$ 4,050.00	\$ 0.00	\$ 3,943.08	\$ 3,943.08	\$ 3,943.08	\$ 106.92	97.36
3500	PRINTING AND BINDING	\$ 2,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 322.90	\$ 2,177.10	12.92
3600	ADVERTISING	\$ 510.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 161.20	\$ 348.80	31.61
5210	POSTAL SERVICES	\$ 2,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 629.64	\$ 1,870.36	25.19
5400	LEASES AND RENTALS	\$ 1,200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 525.00	\$ 675.00	43.75
5510	TRAVEL MILEAGE	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 145.92	\$ 354.08	29.18
5540	TRAVEL CONVENTION & EDUCATION	\$ 900.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 418.20	\$ 481.80	46.47
5810	DUES, SUBSCRIPTIONS & MEMBERSHIPS	\$ 150.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	\$ 50.00	66.67
6000	MATERIAL AND SUPPLIES	\$ 600.00	\$ 0.00	\$ 18.50	\$ 18.50	\$ 139.11	\$ 460.89	23.18
8201	MACHINERY & EQUIPMENT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
8211	DEPRECIATION OF CAPITAL ASSETS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
13100	ELECTORAL BOARD AND OFFICIALS	\$ 33,172.00	\$ 0.00	\$ 3,961.58	\$ 3,961.58	\$ 16,758.33	\$ 16,413.67	50.52
FUNC 13200 REGISTRAR								
1100	SALARIES - REGULAR	\$ 43,363.00	\$ 10,840.78	\$ 3,613.58	\$ 3,613.58	\$ 32,522.22	\$ 0.00	100.00
1300	SALARIES - PART TIME	\$ 8,840.00	\$ 0.00	\$ 234.00	\$ 234.00	\$ 3,347.50	\$ 5,492.50	37.87
2100	FICA BENEFITS	\$ 3,994.00	\$ 833.06	\$ 295.59	\$ 295.59	\$ 2,755.30	\$ 405.64	89.84
2210	VSRS BENEFITS	\$ 5,984.00	\$ 1,496.06	\$ 498.67	\$ 498.67	\$ 4,488.03	\$ 0.09	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
2400	LIFE INSURANCE	\$ 442.00	\$ 30.34	\$ 10.12	\$ 10.12	\$ 91.08	\$ 320.58	27.47
2700	WORKERS COMPENSATION INSURANCE	\$ 70.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 55.78	\$ 14.22	79.69
3310	REPAIR & MAINTENANCE	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00
3320	MAINTENANCE & SERVICE CONTRACT	\$ 0.00	\$ 38.22	\$ 11.38	\$ 11.38	\$ 49.85	\$ 88.07	100.00
3600	ADVERTISING	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
5210	POSTAL SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
5230	TELECOMMUNICATIONS	\$ 900.00	\$ 0.00	\$ 5.35	\$ 5.35	\$ 36.29	\$ 863.71	4.03
5510	TRAVEL MILEAGE	\$ 50.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 41.30	\$ 8.70	82.60
5540	TRAVEL CONVENTION & EDUCATION	\$ 650.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 185.17	\$ 464.83	28.49
5810	DUES & SUBSCRIPTIONS	\$ 150.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 140.00	\$ 10.00	93.33
6001	OFFICE SUPPLIES	\$ 700.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 150.85	\$ 549.15	21.55
8201	MACHINERY & EQUIPMENT	\$ 150.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 150.00	0.00
8202	FURNITURE & FIXTURES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
8211	DEPRECIATION OF CAPITAL ASSETS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
13200	REGISTRAR	\$ 65,493.00	\$ 13,238.46	\$ 4,668.69	\$ 4,668.69	\$ 43,863.37	\$ 8,391.17	87.19
FUNC 21100 CIRCUIT COURT								
2100	FICA	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
5841	COMPENSATION OF JURORS	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 600.00	\$ 1,400.00	30.00
5842	JURY COMMISSIONERS	\$ 180.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 180.00	\$ 0.00	100.00
7001	SHARED COURT SERVICES	\$ 10,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 9,208.86	\$ 791.14	92.09

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8202	FURNITURE & FIXTURES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
8211	DEPRECIATION OF CAPITAL ASSETS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
21100	CIRCUIT COURT	\$ 12,180.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 9,988.86	\$ 2,191.14	82.01	
	FUNC 21200 GENERAL DISTRICT COURT								
3150	LEGAL	\$ 0.00	\$ 0.00	\$ 213.75	\$ 450.00	\$ 450.00	\$ 0.00	100.00	
3310	REPAIR & MAINTENANCE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
3320	MAINTENANCE SERVICE CONTRACT	\$ 0.00	\$ 247.56	\$ 0.00	\$ 58.44	\$ 306.00	\$ 0.00	100.00	
5210	POSTAL SERVICES	\$ 636.00	\$ 378.00	\$ 0.00	\$ 370.83	\$ 112.83	\$ 0.00	117.74	
5230	TELECOMMUNICATIONS	\$ 2,000.00	\$ 0.00	\$ 148.55	\$ 1,032.01	\$ 967.99	\$ 0.00	51.60	
5540	TRAVEL CONVENTION & EDUCATION	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
5810	DUES & MEMBERSHIPS	\$ 85.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 85.00	\$ 0.00	0.00	
6001	OFFICE SUPPLIES	\$ 1,500.00	\$ 0.00	\$ 229.55	\$ 567.43	\$ 932.57	\$ 0.00	37.83	
6012	BOOKS AND SUBSCRIPTIONS	\$ 600.00	\$ 0.00	\$ 0.00	\$ 368.99	\$ 231.01	\$ 0.00	61.50	
8201	MACHINERY & EQUIPMENT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
8202	FURNITURE & FIXTURES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
8207	EDP EQUIPMENT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
8211	DEPRECIATION OF CAPITAL ASSETS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
21200	GENERAL DISTRICT COURT	\$ 4,821.00	\$ 625.56	\$ 591.85	\$ 2,847.70	\$ 1,347.74	\$ 0.00	72.04	
	FUNC 21300 MAGISTRATE								
5230	TELECOMMUNICATIONS	\$ 1,000.00	\$ 0.00	\$ 29.63	\$ 512.05	\$ 487.95	\$ 0.00	51.20	
	FUNC 21500 JUVENILE & DOMESTIC RELATIONS OFFICE								
3310	REPAIR & MAINTENANCE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
3320	MAINTENANCE SERVICE CONTRACT	\$ 1,300.00	\$ 1,089.55	\$ 0.00	\$ 131.45	\$ 79.00	\$ 0.00	93.92	
3600	ADVERTISING	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
5210	POSTAL SERVICES	\$ 550.00	\$ 0.00	\$ 0.00	\$ 207.90	\$ 342.10	\$ 0.00	37.80	
5230	TELECOMMUNICATIONS	\$ 700.00	\$ 0.00	\$ 69.10	\$ 454.82	\$ 245.18	\$ 0.00	64.97	
5810	DUES & MEMBERSHIPS	\$ 100.00	\$ 0.00	\$ 0.00	\$ 40.00	\$ 60.00	\$ 0.00	40.00	
6001	OFFICE SUPPLIES	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 96.13	\$ 1,903.87	\$ 0.00	4.81	
8201	MACHINERY & EQUIPMENT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
8202	FURNITURE & FIXTURES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
8211	DEPRECIATION OF CAPITAL ASSETS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
21500	JUVENILE & DOMESTIC RELATIONS OF	\$ 4,650.00	\$ 1,089.55	\$ 69.10	\$ 930.30	\$ 2,630.15	\$ 0.00	43.44	
	FUNC 21600 CLERK OF THE CIRCUIT COURT								
1100	Salaries - Regular	\$ 20,000.00	\$ 0.00	\$ 4,000.00	\$ 16,000.00	\$ 4,000.00	\$ 0.00	80.00	
2100	FICA BENEFITS	\$ 11,838.00	\$ 0.00	\$ 1,062.39	\$ 9,016.29	\$ 2,821.71	\$ 0.00	76.16	
2210	VSRS BENEFITS	\$ 22,500.00	\$ 0.00	\$ 1,916.48	\$ 16,264.62	\$ 6,235.38	\$ 0.00	72.29	
2300	HEALTH INSURANCE BENEFITS	\$ 10,164.00	\$ 0.00	\$ 847.14	\$ 7,624.26	\$ 2,539.74	\$ 0.00	75.01	
2400	LIFE INSURANCE	\$ 1,566.00	\$ 0.00	\$ 38.89	\$ 330.03	\$ 1,235.97	\$ 0.00	21.07	
2700	WORKER'S COMPENSATION	\$ 202.00	\$ 0.00	\$ 0.00	\$ 169.64	\$ 32.36	\$ 0.00	83.98	
3100	PROFESSIONAL SERVICES	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,000.00	\$ 0.00	0.00	
3310	REPAIR & MAINTENANCE	\$ 150.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 150.00	\$ 0.00	0.00	
3320	MAINTENANCE SERVICE CONTRACT	\$ 1,000.00	\$ 201.00	\$ 0.00	\$ 603.00	\$ 196.00	\$ 0.00	80.40	
3500	PRINTING AND BINDING	\$ 300.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 300.00	\$ 0.00	0.00	
3510	MICROFILMING	\$ 9,000.00	\$ 0.00	\$ 445.65	\$ 4,868.79	\$ 4,131.21	\$ 0.00	54.10	
5210	POSTAL SERVICES	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 1,300.08	\$ 1,699.92	\$ 0.00	43.34	
5230	TELECOMMUNICATIONS	\$ 1,000.00	\$ 0.00	\$ 67.10	\$ 514.33	\$ 485.67	\$ 0.00	51.43	
5810	DUES & MEMBERSHIPS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
6001	OFFICE SUPPLIES	\$ 7,000.00	\$ 0.00	\$ 336.76	\$ 3,966.33	\$ 3,033.67	\$ 0.00	56.66	
8201	MACHINERY & EQUIPMENT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
8202	FURNITURE & FIXTURES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
8211	DEPRECIATION OF CAPITAL ASSETS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	

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21600	CLERK OF THE CIRCUIT COURT	\$ 90,720.00	\$ 201.00	\$ 8,714.41	\$ 60,657.37	\$ 29,861.63	67.08
	FUNC 21900 VICTIM/WITNESS PROGRAM						
1100	SALARIES/WAGES - REGULAR	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
1300	SALARIES/WAGES - PART TIME	\$ 31,936.00	\$ 7,521.45	\$ 2,507.16	\$ 22,564.44	\$ 1,850.11	94.21
2100	FICA	\$ 1,885.00	\$ 568.36	\$ 189.46	\$ 1,607.54	\$ 290.90	115.43
2210	VRSRS	\$ 4,847.00	\$ 1,203.53	\$ 401.18	\$ 3,610.62	\$ 32.85	99.32
2300	Health Insurance	\$ 3,565.00	\$ 1,252.33	\$ 423.57	\$ 4,314.52	\$ 2,001.85	156.15
2400	LIFE INSURANCE	\$ 195.00	\$ 24.42	\$ 8.14	\$ 73.26	\$ 97.32	50.09
2700	WORKER'S COMPENSATION	\$ 30.00	\$ 0.00	\$ 0.00	\$ 37.28	\$ 7.28	124.27
2800	OTHER BENEFITS - ANNUAL LEAVE PA	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
3000	PURCHASED SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 300.00	\$ 300.00	100.00
3320	MAINTENANCE SERVICE CONTRACTS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
5230	TELECOMMUNICATIONS	\$ 0.00	\$ 0.00	\$ 19.95	\$ 110.87	\$ 110.87	100.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 1,212.00	\$ 0.00	\$ 0.00	\$ 494.15	\$ 717.85	40.77
5810	DUES, SUBSCRIPTIONS & MEMBERSHIPS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 145.00	\$ 145.00	100.00
6001	OFFICE SUPPLIES	\$ 1,890.00	\$ 0.00	\$ 0.00	\$ 225.90	\$ 1,664.10	11.95
8201	MACHINERY & EQUIPMENT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
8202	FURNITURE & FIXTURES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
8207	EDP EQUIPMENT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
8211	DEPRECIATION OF CAPITAL ASSETS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
21900	VICTIM/WITNESS PROGRAM	\$ 45,560.00	\$ 10,570.09	\$ 3,549.46	\$ 33,483.58	\$ 1,506.33	96.69
	FUNC 21920 COURT SERVICES DETOXIFICATION						
3845	PURCHASED SERVICES - DETOX	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 160.00	\$ 1,840.00	8.00
	FUNC 21930 BLUE RIDGE LEGAL SERVICES						
5699	CIVIC CONTRIBUTIONS	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 2,000.00	\$ 0.00	100.00
	FUNC 22100 COMMONWEALTH'S ATTORNEY						
1100	SALARIES - REGULAR	\$ 176,623.00	\$ 44,164.32	\$ 14,721.40	\$ 133,446.34	\$ 987.66	100.56
1300	SALARIES - PART TIME	\$ 5,800.00	\$ 0.00	\$ 0.00	\$ 1,617.00	\$ 4,183.00	27.88
2100	FICA BENEFITS	\$ 13,955.00	\$ 3,375.73	\$ 1,125.23	\$ 9,955.99	\$ 623.28	95.53
2210	VRSRS BENEFITS	\$ 24,374.00	\$ 6,125.71	\$ 2,041.91	\$ 19,386.47	\$ 1,138.18	104.67
2300	HEALTH INSURANCE BENEFITS	\$ 10,072.00	\$ 2,541.42	\$ 847.14	\$ 7,624.26	\$ 93.68	100.93
2400	LIFE INSURANCE	\$ 1,802.00	\$ 124.29	\$ 41.43	\$ 393.35	\$ 1,284.36	28.73
2700	WORKERS COMPENSATION INSURANCE	\$ 200.00	\$ 0.00	\$ 0.00	\$ 188.49	\$ 11.51	94.25
3000	PURCHASED SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
3310	REPAIR & MAINTENANCE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
3320	MAINTENANCE SERVICE CONTRACT	\$ 400.00	\$ 0.00	\$ 78.12	\$ 417.14	\$ 17.14	104.29
5201		\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
5210	POSTAL SERVICES	\$ 500.00	\$ 0.00	\$ 0.00	\$ 416.76	\$ 83.24	83.35
5230	TELECOMMUNICATIONS	\$ 600.00	\$ 0.00	\$ 50.29	\$ 304.64	\$ 295.36	50.77
5540	TRAVEL CONVENTION & EDUCATION	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 2,655.86	\$ 344.14	88.53
5549	WITNESS TRAVEL EXPENDITURES	\$ 0.00	\$ 0.00	\$ 545.91	\$ 545.91	\$ 545.91	100.00
5810	DUES & MEMBERSHIPS	\$ 603.00	\$ 0.00	\$ 0.00	\$ 165.00	\$ 438.00	27.36
6001	OFFICE SUPPLIES	\$ 1,000.00	\$ 0.00	\$ 28.70	\$ 581.27	\$ 418.73	58.13
6012	BOOKS AND SUBSCRIPTIONS	\$ 600.00	\$ 0.00	\$ 0.00	\$ 649.52	\$ 49.52	108.25
8201	MACHINERY & EQUIPMENT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
8202	FURNITURE & FIXTURES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
8207	EDP EQUIPMENT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
8211	DEPRECIATION OF CAPITAL ASSETS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
22100	COMMONWEALTH'S ATTORNEY	\$ 239,529.00	\$ 56,331.47	\$ 19,480.13	\$ 178,348.00	\$ 4,849.53	97.98
	FUNC 31200 SHERIFF						
1100	SALARIES - REGULAR	\$ 910,702.00	\$ 227,952.01	\$ 75,983.94	\$ 681,730.88	\$ 1,019.11	99.89
1200	OVERTIME	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00

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1300	SALARIES - PART TIME	\$ 20,000.00	\$ 0.00	\$ 2,037.95	\$ 2,037.95	\$ 9,159.61	\$ 10,840.39	45.80
2100	FICA BENEFITS	\$ 71,199.00	\$ 16,323.14	\$ 5,596.96	\$ 5,596.96	\$ 49,225.63	\$ 5,650.23	92.06
2210	VSRS BENEFITS	\$ 125,677.00	\$ 31,457.40	\$ 10,485.76	\$ 10,485.76	\$ 94,185.63	\$ 33.97	99.97
2300	HEALTH INSURANCE BENEFITS	\$ 116,796.00	\$ 27,736.75	\$ 9,381.21	\$ 9,381.21	\$ 86,864.06	\$ 2,195.19	98.12
2400	LIFE INSURANCE	\$ 9,289.00	\$ 638.25	\$ 212.77	\$ 212.77	\$ 1,911.15	\$ 6,739.60	27.45
2700	WORKERS COMPENSATION INSURANCE	\$ 9,730.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 9,730.11	\$ 0.11	100.00
2800	OTHER BENEFITS - ANNUAL LEAVE PA	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 775.26	\$ 775.26	100.00
3100	PROFESSIONAL SERVICES	\$ 3,000.00	\$ 0.00	\$ 181.00	\$ 181.00	\$ 4,480.64	\$ 1,480.64	149.35
3310	REPAIR & MAINTENANCE	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,728.00	\$ 728.00	172.80
3320	MAINTENANCE SERVICE CONTRACT	\$ 10,000.00	\$ 2,326.39	\$ 0.00	\$ 0.00	\$ 6,643.19	\$ 1,030.42	89.70
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	\$ 427.92	\$ 427.92	\$ 1,011.57	\$ 1,011.57	100.00
3600	ADVERTISING	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
5210	POSTAL SERVICES	\$ 3,000.00	\$ 0.00	\$ 99.30	\$ 99.30	\$ 1,111.86	\$ 1,888.14	37.06
5230	TELECOMMUNICATIONS	\$ 18,000.00	\$ 2,099.98	\$ 615.37	\$ 615.37	\$ 5,282.36	\$ 10,617.66	41.01
5305	MOTOR VEHICLE INSURANCE	\$ 11,002.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 12,825.00	\$ 1,823.00	116.57
5510	TRAVEL MILEAGE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
5530	TRAVEL SUBSISTANCE & LODGING	\$ 3,000.00	\$ 0.00	\$ 583.47	\$ 583.47	\$ 4,613.22	\$ 1,613.22	153.77
5540	TRAVEL CONVENTION & EDUCATION	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,246.64	\$ 753.36	62.33
5550	EXTRADITION OF PRISONERS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
5800	MISCELLANEOUS CHARGES	\$ 1,000.00	\$ 0.00	\$ 168.00	\$ 168.00	\$ 1,430.25	\$ 430.25	143.03
5810	DUES & MEMBERSHIPS	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,940.00	\$ 60.00	97.00
5843	PURCHASE OF EVIDENCE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
5844	CAR WASHES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
6001	OFFICE SUPPLIES	\$ 3,000.00	\$ 0.00	\$ 1,085.92	\$ 1,085.92	\$ 2,803.96	\$ 196.04	93.47
6007	REPAIR AND MAINTENANCE SUPPLIES	\$ 35,000.00	\$ 8,172.66	\$ 1,892.66	\$ 1,892.66	\$ 20,474.48	\$ 6,352.86	81.85
6008	VEHICLE AND EQUIP FUEL	\$ 75,000.00	\$ 0.00	\$ 6,486.45	\$ 6,486.45	\$ 47,605.56	\$ 27,394.44	63.47
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	\$ 207.63	\$ 207.63	\$ 3,047.20	\$ 1,952.80	60.94
6011	UNIFORM AND WEARING APPAREL	\$ 2,000.00	\$ 0.00	\$ 352.06	\$ 352.06	\$ 2,215.94	\$ 215.94	110.80
6012	BOOKS AND SUBSCRIPTIONS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
6017	AMMUNITION	\$ 6,500.00	\$ 2,571.00	\$ 0.00	\$ 0.00	\$ 9,663.36	\$ 5,734.36	188.22
6024	INSURED REPAIRS	\$ 12,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 325.00	\$ 11,675.00	2.71
8201	MACHINERY & EQUIPMENT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
8202	FURNITURE & FIXTURES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
8207	EDP EQUIPMENT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
8211	DEPRECIATION OF CAPITAL ASSETS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
31200	SHERIFF	\$ 1,456,895.00	\$ 319,277.58	\$ 115,798.37	\$ 115,798.37	\$ 1,063,673.40	\$ 73,944.02	94.92
	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	\$ 0.00	\$ 0.00	\$ 4,275.64	\$ 6,224.36	40.72
	FUNC 32100 EMERGENCY MEDICAL SERVICES							
1100	SALARIES - REGULAR	\$ 244,000.00	\$ 60,413.60	\$ 17,542.76	\$ 17,542.76	\$ 181,780.26	\$ 1,806.14	99.26
1300	SALARIES - PART TIME	\$ 18,000.00	\$ 0.00	\$ 2,319.60	\$ 2,319.60	\$ 22,318.80	\$ 4,318.80	123.99
2100	FICA BENEFITS	\$ 20,043.00	\$ 4,621.64	\$ 1,354.19	\$ 1,354.19	\$ 14,129.03	\$ 1,292.33	93.55
2210	VSRS BENEFITS	\$ 33,672.00	\$ 6,957.13	\$ 2,029.15	\$ 2,029.15	\$ 18,262.35	\$ 8,452.52	74.90
2300	HEALTH INSURANCE BENEFITS	\$ 31,552.00	\$ 7,729.66	\$ 2,614.37	\$ 2,614.37	\$ 23,529.33	\$ 293.01	99.07
2400	LIFE INSURANCE	\$ 2,489.00	\$ 136.78	\$ 41.19	\$ 41.19	\$ 370.71	\$ 1,981.51	20.39
2700	WORKERS COMPENSATION INSURANCE	\$ 15,515.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 15,515.01	\$ 0.01	100.00
3000	PROFESSIONAL SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
3100	PROFESSIONAL SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
5230	TELECOMMUNICATIONS	\$ 700.00	\$ 0.00	\$ 59.50	\$ 59.50	\$ 444.20	\$ 255.80	63.46
5540	TRAVEL CONVENTION & EDUCATION	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
6001	OFFICE SUPPLIES	\$ 500.00	\$ 0.00	\$ 18.45	\$ 18.45	\$ 19.45	\$ 480.55	3.89

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6008	VEHICLE AND EQUIP FUEL	\$ 1,500.00	\$ 0.00	\$ 46.79	\$ 994.94	\$ 505.06	66.33	
6011	UNIFORM AND WEARING APPAREL	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 686.70	\$ 313.30	68.67	
8201	MACHINERY & EQUIPMENT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
8202	FURNITURE & FIXTURES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
8211	DEPRECIATION OF CAPITAL ASSETS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
32100	EMERGENCY MEDICAL SERVICES	\$ 369,471.00	\$ 79,858.81	\$ 26,026.00	\$ 278,050.78	\$ 11,561.41	96.87	
	FUNC 32200 VOLUNTEER FIRE COMPANIES							
3100	PROFESSIONAL SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
5696	EMS VOLUNTEER INCENTIVE PROGRAM	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
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	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
32200	VOLUNTEER FIRE COMPANIES	\$ 40,905.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 40,905.00	0.00	
	FUNC 32201 BLUE RIDGE VOLUNTEER FIRE COMPANY							
5699	CIVIC CONTRIBUTIONS	\$ 50,000.00	\$ 0.00	\$ 0.00	\$ 37,500.00	\$ 12,500.00	75.00	
	FUNC 32202 BOYCE VOLUNTEER FIRE COMPANY							
5699	CIVIC CONTRIBUTIONS	\$ 50,000.00	\$ 0.00	\$ 12,040.00	\$ 37,500.00	\$ 12,500.00	75.00	
	FUNC 32203 ENDERS VOLUNTEER FIRE COMPANY							
5699	CIVIC CONTRIBUTIONS	\$ 75,000.00	\$ 0.00	\$ 0.00	\$ 56,570.00	\$ 18,430.00	75.43	
	FUNC 32204 SHENDANDOAH FARMS VOLUNTEER FIRE COMPANY							
5699	CIVIC CONTRIBUTIONS	\$ 50,000.00	\$ 0.00	\$ 0.00	\$ 25,000.00	\$ 25,000.00	50.00	
	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	\$ 106,944.00	\$ 427,776.00	\$ 55,290.00	88.55	
	FUNC 33200 JUVENILE DETENTION							
3840	PURCHASED SERVICES - DETENTION C	\$ 25,884.00	\$ 0.00	\$ 6,423.29	\$ 19,269.87	\$ 6,614.13	74.45	
7000	JOINT OPERATIONS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
33200	JUVENILE DETENTION	\$ 25,884.00	\$ 0.00	\$ 6,423.29	\$ 19,269.87	\$ 6,614.13	74.45	
	FUNC 33300 PROBATION OFFICE							
3000	PURCHASED SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
5210	POSTAL SERVICES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 96.00	\$ 4.00	96.00	
5230	TELECOMMUNICATIONS	\$ 500.00	\$ 0.00	\$ 33.90	\$ 242.17	\$ 257.83	48.43	
6001	OFFICE SUPPLIES	\$ 300.00	\$ 0.00	\$ 0.00	\$ 45.36	\$ 254.64	15.12	
8202	FURNITURE & FIXTURES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
33300	PROBATION OFFICE	\$ 900.00	\$ 0.00	\$ 33.90	\$ 383.53	\$ 516.47	42.61	
	FUNC 34100 BUILDING INSPECTIONS							
1100	SALARIES - REGULAR	\$ 92,014.00	\$ 23,003.44	\$ 7,667.84	\$ 69,010.56	\$ 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	\$ 1,590.84	\$ 530.28	\$ 4,765.56	\$ 759.60	89.33	
2210	VRSR BENEFITS	\$ 12,698.00	\$ 3,174.49	\$ 1,058.16	\$ 9,523.44	\$ 0.07	100.00	
2300	HEALTH INSURANCE BENEFITS	\$ 10,628.00	\$ 2,733.64	\$ 924.52	\$ 8,320.68	\$ 426.32	104.01	

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2400	LIFE INSURANCE	\$ 939.00	\$ 64.41	\$ 21.47	\$ 193.23	\$ 681.36	27.44	
2700	WORKERS COMPENSATION INSURANCE	\$ 831.00	\$ 0.00	\$ 0.00	\$ 830.57	\$ 0.43	99.95	
2800	OTHER BENEFITS - ANNUAL LEAVE PA	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
3100	PROFESSIONAL SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
3310	REPAIR & MAINTENANCE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
3320	MAINTENANCE SERVICE CONTRACT	\$ 1,900.00	\$ 70.01	\$ 0.00	\$ 1,634.99	\$ 195.00	89.74	
3500	PRINTING AND BINDING	\$ 600.00	\$ 0.00	\$ 0.00	\$ 66.20	\$ 533.80	11.03	
3600	ADVERTISING	\$ 150.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 150.00	0.00	
4700	Rent	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
5210	POSTAL SERVICES	\$ 150.00	\$ 0.00	\$ 0.00	\$ 55.66	\$ 94.34	37.11	
5230	TELECOMMUNICATIONS	\$ 1,300.00	\$ 257.20	\$ 62.96	\$ 480.80	\$ 562.00	56.77	
5305	MOTOR VEHICLE INSURANCE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
5410	LEASE OF EQUIPMENT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
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	\$ 0.00	\$ 274.00	\$ 226.00	54.80	
6001	OFFICE SUPPLIES	\$ 1,500.00	\$ 0.00	\$ 6.80	\$ 188.50	\$ 1,311.50	12.57	
6008	VEHICLE AND EQUIP FUEL	\$ 2,500.00	\$ 0.00	\$ 126.75	\$ 1,980.28	\$ 519.72	79.21	
6012	BOOKS AND SUBSCRIPTIONS	\$ 1,000.00	\$ 0.00	\$ 499.00	\$ 1,074.50	\$ 74.50	107.45	
6015	MERCHANDISE FOR RESALE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
8201	MACHINERY & EQUIPMENT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
8202	FURNITURE & FIXTURES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
8207	EDP EQUIPMENT	\$ 0.00	\$ 37.67	\$ 0.00	\$ 56.44	\$ 94.11	100.00	
8211	DEPRECIATION OF CAPITAL ASSETS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
34100	BUILDING INSPECTIONS	\$ 135,526.00	\$ 30,931.70	\$ 10,897.78	\$ 98,455.41	\$ 6,138.89	95.47	
	FUNC 35100 ANIMAL CONTROL							
1100	SALARIES - REGULAR	\$ 33,500.00	\$ 8,374.97	\$ 2,791.67	\$ 25,125.03	\$ 0.00	100.00	
1300	SALARIES - PART TIME	\$ 20,000.00	\$ 0.00	\$ 1,230.25	\$ 10,502.92	\$ 9,497.08	52.51	
2100	FICA BENEFITS	\$ 4,093.00	\$ 536.31	\$ 272.88	\$ 2,412.32	\$ 1,144.37	72.04	
2210	VRSR BENEFITS	\$ 4,623.00	\$ 1,155.75	\$ 385.25	\$ 3,467.25	\$ 0.00	100.00	
2300	HEALTH INSURANCE BENEFITS	\$ 5,545.00	\$ 1,366.72	\$ 462.26	\$ 4,160.34	\$ 17.94	99.68	
2400	LIFE INSURANCE	\$ 342.00	\$ 23.42	\$ 7.82	\$ 70.38	\$ 248.20	27.43	
2700	WORKERS COMPENSATION INSURANCE	\$ 491.00	\$ 0.00	\$ 0.00	\$ 490.71	\$ 0.29	99.94	
2800	OTHER BENEFITS - ANNUAL LEAVE PA	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
3100	PROFESSIONAL SERVICES	\$ 6,500.00	\$ 0.00	\$ 124.83	\$ 2,603.23	\$ 3,896.77	40.05	
3310	REPAIR & MAINTENANCE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
3500	PRINTING AND BINDING	\$ 300.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 300.00	0.00	
5110	ELECTRICAL SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
5210	POSTAL SERVICES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 10.04	\$ 89.96	10.04	
5230	TELECOMMUNICATIONS	\$ 2,500.00	\$ 269.72	\$ 100.92	\$ 853.47	\$ 1,376.81	44.93	
5305	MOTOR VEHICLE INSURANCE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
5306	SURETY BONDS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
5510	TRAVEL MILEAGE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
5540	TRAVEL CONVENTION & EDUCATION	\$ 2,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,500.00	0.00	
5699	CIVIC CONTRIBUTIONS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
5810	DUES & MEMBERSHIPS	\$ 100.00	\$ 0.00	\$ 0.00	\$ 90.00	\$ 10.00	90.00	
6001	OFFICE SUPPLIES	\$ 300.00	\$ 0.00	\$ 15.00	\$ 29.60	\$ 270.40	9.87	
6003	AGRICULTURAL SUPPLIES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
6004	MEDICAL AND LABORATORY SUPPLIES	\$ 1,000.00	\$ 0.00	\$ 140.10	\$ 969.32	\$ 30.68	96.93	
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	\$ 52.87	\$ 433.02	\$ 1,066.98	28.87	
6009	VEHICLE AND EQUIPMENT SUPPLIES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
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	\$ 5.54	\$ 2,663.44	\$ 1,750.93	61.09	
8201	MACHINERY & EQUIPMENT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
8202	FURNITURE & FIXTURES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
8207	EDP EQUIPMENT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	

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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	Expenditures MARCH	Expenditures Year-to-Date	Available Balance	Percent Used
8211	DEPRECIATION OF CAPITAL ASSETS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
35100	ANIMAL CONTROL	\$ 88,794.00	\$ 11,812.52	\$ 5,589.39	\$ 54,031.07	\$ 22,950.41	\$ 74.15	
5820	FUNC 35200 GAME WARDEN CLAIMS AND BOUNTIES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
3100	FUNC 35300 MEDICAL EXAMINER PROFESSIONAL SERVICES	\$ 150.00	\$ 0.00	\$ 20.00	\$ 120.00	\$ 30.00	\$ 80.00	
3100	FUNC 35500 CIVIL DEFENSE PROFESSIONAL SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
5510	TRAVEL MILEAGE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
6001	OFFICE SUPPLIES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
8202	FURNITURE & FIXTURES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
35500	CIVIL DEFENSE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
1100	FUNC 35600 COMMUNICATIONS Salaries - Regular	\$ 194,882.00	\$ 48,721.01	\$ 16,240.15	\$ 140,988.78	\$ 5,172.21	\$ 97.35	
1300	Salaries/Wages - Part Time	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
2100	FICA Benefits	\$ 14,908.00	\$ 3,468.92	\$ 1,156.45	\$ 10,387.87	\$ 1,051.21	\$ 92.95	
2210	VSRS Benefits	\$ 26,894.00	\$ 6,723.46	\$ 2,241.15	\$ 19,365.43	\$ 805.11	\$ 97.01	
2300	Health Insurance Benefits	\$ 25,877.00	\$ 7,742.76	\$ 2,618.80	\$ 22,271.36	\$ 4,137.12	\$ 115.99	
2400	Life Insurance	\$ 1,988.00	\$ 136.43	\$ 45.47	\$ 392.77	\$ 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	\$ 0.00	\$ 0.00	\$ 2,190.00	\$ 0.00	\$ 100.00	
3320	MAINTENANCE SERVICE CONTRACT	\$ 73,563.00	\$ 0.00	\$ 0.00	\$ 68,843.88	\$ 4,719.12	\$ 93.58	
3500	PRINTING AND BINDING	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
3600	ADVERTISING	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
5210	POSTAL SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
5230	TELECOMMUNICATIONS	\$ 25,000.00	\$ 728.16	\$ 1,918.23	\$ 16,948.57	\$ 7,323.27	\$ 70.71	
5420	TOWER LEASE	\$ 24,000.00	\$ 0.00	\$ 1,800.00	\$ 20,531.46	\$ 3,468.54	\$ 85.55	
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	\$ 0.00	\$ 1,500.00	\$ 0.00	
5810	DUES & MEMBERSHIPS	\$ 300.00	\$ 0.00	\$ 0.00	\$ 230.00	\$ 70.00	\$ 76.67	
6001	OFFICE SUPPLIES	\$ 2,000.00	\$ 0.00	\$ 184.50	\$ 1,411.93	\$ 588.07	\$ 70.60	
6008	VEHICLE AND EQUIP FUEL	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
6009	VEHICLE MAINTENANCE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
6011	UNIFORM AND WEARING APPAREL	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 234.40	\$ 765.60	\$ 23.44	
6014	OTHER OPERATING SUPPLIES	\$ 300.00	\$ 0.00	\$ 0.00	\$ 300.00	\$ 0.00	\$ 100.00	
6032	911 EDUCATIONAL MATERIALS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
8201	MACHINERY & EQUIPMENT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
8202	FURNITURE & FIXTURES	\$ 0.00	\$ 0.00	\$ 305.12	\$ 305.12	\$ 305.12	\$ 100.00	
8207	EDP EQUIPMENT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
8211	DEPRECIATION OF CAPITAL ASSETS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
35600	COMMUNICATIONS	\$ 395,111.00	\$ 67,520.74	\$ 26,509.87	\$ 308,518.79	\$ 19,071.47	\$ 95.17	
3840	FUNC 42400 REFUSE DISPOSAL PURCHASED SERVICES	\$ 156,000.00	\$ 0.00	\$ 6,831.20	\$ 71,670.38	\$ 84,329.62	\$ 45.94	
1100	FUNC 42600 LITTER CONTROL PROGRAM SALARIES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
2100	FICA BENEFITS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
2300	HEALTH INSURANCE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00

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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For MARCH	Expenditures Year-to-Date	Available Balance	Percent Used
2700	WORKERS COMPENSATION INSURANCE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
3100	PROFESSIONAL SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
3500	PRINTING AND BINDING	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
5510	TRAVEL	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
6014	OTHER OPERATING SUPPLIES	\$ 5,910.00	\$ 2,723.29	\$ 474.42	\$ 2,737.73	\$ 448.98	92.40
42600	LITTER CONTROL PROGRAM	\$ 5,910.00	\$ 2,723.29	\$ 474.42	\$ 2,737.73	\$ 448.98	92.40
FUNC 42650 ASSIGN-A-HIGHWAY PROGRAM							
5699	CIVIC CONTRIBUTIONS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
FUNC 42700 SANITATION							
3840	PURCHASED SERVICES	\$ 9,000.00	\$ 0.00	\$ 2,143.36	\$ 8,727.86	\$ 272.14	96.98
5699	CIVIC CONTRIBUTIONS (CCSA)	\$ 10,000.00	\$ 0.00	\$ 0.00	\$ 10,000.00	\$ 0.00	100.00
8207	EDP EQUIPMENT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
42700	SANITATION	\$ 19,000.00	\$ 0.00	\$ 2,143.36	\$ 18,727.86	\$ 272.14	98.57
FUNC 43200 GENERAL PROPERTY MAINTENANCE							
1100	SALARIES - REGULAR	\$ 169,457.00	\$ 37,042.90	\$ 12,236.90	\$ 89,685.25	\$ 42,728.85	74.78
1300	SALARIES - PART TIME	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00
2100	FICA BENEFITS	\$ 13,040.00	\$ 2,649.19	\$ 843.15	\$ 6,334.90	\$ 4,055.91	68.90
2210	VSRS BENEFITS	\$ 23,197.00	\$ 5,096.79	\$ 1,683.65	\$ 12,476.93	\$ 5,623.28	75.76
2300	HEALTH INSURANCE BENEFITS	\$ 20,755.00	\$ 5,034.92	\$ 1,702.95	\$ 11,369.39	\$ 4,350.69	79.04
2400	LIFE INSURANCE	\$ 1,729.00	\$ 103.72	\$ 34.28	\$ 243.57	\$ 1,381.71	20.09
2700	WORKERS COMPENSATION INSURANCE	\$ 4,380.00	\$ 0.00	\$ 0.00	\$ 4,380.08	\$ 0.08	100.00
3100	PROFESSIONAL SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 40.00	\$ 40.00	100.00
3310	REPAIR & MAINTENANCE	\$ 106,350.00	\$ 36,179.09	\$ 11,738.03	\$ 66,880.42	\$ 3,290.49	96.91
3320	MAINTENANCE SERVICE CONTRACT	\$ 163,400.00	\$ 65,134.39	\$ 7,859.16	\$ 87,511.31	\$ 10,754.30	93.42
3600	ADVERTISING	\$ 250.00	\$ 0.00	\$ 0.00	\$ 471.38	\$ 221.38	188.55
5110	ELECTRICAL SERVICES	\$ 90,000.00	\$ 0.00	\$ 10,744.39	\$ 67,437.62	\$ 22,562.38	74.93
5120	HEATING SERVICES	\$ 35,000.00	\$ 0.00	\$ 4,060.87	\$ 25,894.27	\$ 9,105.73	73.98
5130	WATER & SEWAGE SERVICES	\$ 30,000.00	\$ 0.00	\$ 1,269.05	\$ 13,244.49	\$ 16,755.51	44.15
5230	TELECOMMUNICATIONS	\$ 5,000.00	\$ 1,250.77	\$ 259.18	\$ 2,195.81	\$ 1,553.42	68.93
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	\$ 1,694.07	\$ 805.93	67.76
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	\$ 5,465.63	\$ 483.61	\$ 8,673.39	\$ 3,860.98	78.55
6007	REPAIR AND MAINTENANCE SUPPLIES	\$ 67,225.00	\$ 7,855.35	\$ 2,689.59	\$ 26,943.17	\$ 32,426.48	51.76
6008	VEHICLE AND EQUIP FUEL	\$ 11,000.00	\$ 0.00	\$ 372.72	\$ 4,211.41	\$ 6,788.59	38.29
6009	VEHICLE AND EQUIPMENT SUPPLIES	\$ 5,000.00	\$ 0.00	\$ 0.00	\$ 2,462.65	\$ 2,537.35	49.25
6014	OTHER OPERATING SUPPLIES	\$ 2,500.00	\$ 0.00	\$ 26.00	\$ 313.18	\$ 2,186.82	12.53
8201	MACHINERY & EQUIPMENT	\$ 2,500.00	\$ 1,499.50	\$ 520.70	\$ 8,138.85	\$ 7,138.35	385.53
8202	FURNITURE & FIXTURES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 106.00	\$ 106.00	100.00
8205	MOTOR VEHICLES & EQUIPMENT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
8207	EDP EQUIPMENT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
8208	LEASEHOLD IMPROVEMENTS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
8211	DEPRECIATION OF CAPITAL ASSETS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
43200	GENERAL PROPERTY MAINTENANCE	\$ 823,909.00	\$ 167,312.25	\$ 56,524.23	\$ 477,004.01	\$ 179,592.74	78.20
FUNC 51100 LOCAL HEALTH DEPARTMENT							
5610	CIVIC CONTRIBUTIONS	\$ 199,000.00	\$ 0.00	\$ 0.00	\$ 149,250.00	\$ 49,750.00	75.00

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5699	FUNC 51200 OUR HEALTH CIVIC CONTRIBUTIONS	\$ 6,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 6,500.00	0.00
5620	FUNC 52500 NORTHWESTERN COMMUNITY SERVICES CIVIC CONTRIBUTIONS	\$ 82,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 61,500.00	\$ 20,500.00	75.00
5699	FUNC 52700 NORTHWESTERN HEALTH CIVIC CONTRIBUTIONS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
5699	FUNC 52800 CONCERN HOTLINE CIVIC CONTRIBUTIONS	\$ 1,000.00	\$ 0.00	\$ 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	\$ 0.00	\$ 1,000.00	\$ 0.00	100.00
3110	FUNC 53220 STATE AND LOCAL HOSPITALIZATION PROFESSIONAL HEALTH SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
5699	FUNC 53230 SHENANDOAH AREA AGENCY ON AGING CIVIC CONTRIBUTIONS	\$ 35,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 26,250.00	\$ 8,750.00	75.00
5699	FUNC 53240 VIRGINIA REGIONAL TRANSIT CIVIC CONTRIBUTIONS	\$ 17,639.00	\$ 0.00	\$ 4,409.75	\$ 4,409.75	\$ 13,229.25	\$ 4,409.75	75.00
5699	FUNC 53500 THE LAUREL CENTER (SHELTER FOR ABUSED WOMEN) CIVIC CONTRIBUTIONS	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,000.00	\$ 0.00	100.00
5699	FUNC 53600 ACCESS INDEPENDENCE CIVIC CONTRIBUTIONS	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00
5699	FUNC 53710 DISABILITY SERVICES BOARD CIVIC CONTRIBUTIONS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
5699	FUNC 61160 LITERACY VOLUNTEERS - WINCHESTER AREA CIVIC CONTRIBUTIONS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
5699	FUNC 69100 LORD FAIRFAX COMMUNITY COLLEGE CIVIC CONTRIBUTIONS	\$ 15,043.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 11,282.25	\$ 3,760.75	75.00
1100	FUNC 71100 PARKS ADMINISTRATION SALARIES - REGULAR	\$ 217,049.00	\$ 54,262.26	\$ 18,087.41	\$ 18,087.41	\$ 162,786.69	\$ 0.05	100.00
1300	SALARIES - PART TIME	\$ 13,356.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 10,450.94	\$ 2,905.06	78.25
2100	FICA BENEFITS	\$ 17,626.00	\$ 4,021.31	\$ 1,340.44	\$ 1,340.44	\$ 12,861.58	\$ 743.11	95.78
2210	VRS BENEFITS	\$ 29,953.00	\$ 7,488.22	\$ 2,496.06	\$ 2,496.06	\$ 22,464.54	\$ 0.24	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 20,332.00	\$ 6,261.65	\$ 2,117.85	\$ 2,117.85	\$ 19,060.65	\$ 4,990.30	124.54
2400	LIFE INSURANCE	\$ 2,214.00	\$ 151.67	\$ 50.64	\$ 50.64	\$ 455.76	\$ 1,606.57	27.44
2700	WORKERS COMPENSATION INSURANCE	\$ 4,617.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 4,616.45	\$ 0.55	99.99
2800	OTHER BENEFITS - LEAVE PAYOUTS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
2820	TUITION ASSISTANCE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
3300	PURCHASED SERVICES	\$ 0.00	\$ 0.00	\$ 110.00	\$ 110.00	\$ 191.00	\$ 191.00	100.00
3320	MAINTENANCE SERVICE CONTRACT	\$ 4,616.00	\$ 1,118.84	\$ 146.45	\$ 146.45	\$ 1,588.16	\$ 1,909.00	58.64
3500	PRINTING AND BINDING	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,000.00	0.00
3600	ADVERTISING	\$ 1,000.00	\$ 0.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 950.00	5.00
5210	POSTAL SERVICES	\$ 6,250.00	\$ 89.19	\$ 1,300.00	\$ 1,300.00	\$ 4,253.77	\$ 1,907.04	69.49
5230	TELECOMMUNICATIONS	\$ 3,961.00	\$ 0.00	\$ 143.71	\$ 143.71	\$ 993.99	\$ 2,967.01	25.09
5305	MOTOR VEHICLE INSURANCE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
5400	LEASES AND RENTALS	\$ 530.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 482.34	\$ 47.66	91.01
5510	TRAVEL MILEAGE	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 2,000.00	\$ 0.00	\$ 111.09	\$ 111.09	\$ 1,010.28	\$ 989.72	50.51

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5800	MISCELLANEOUS CHARGES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 27.24	\$ 27.24	100.00
5810	DUES & MEMBERSHIPS	\$ 1,775.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 713.30	\$ 1,061.70	40.19
6001	OFFICE SUPPLIES	\$ 2,500.00	\$ 0.00	\$ 256.78	\$ 256.78	\$ 1,541.49	\$ 958.51	61.66
6003	AGRICULTURAL SUPPLIES	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 39.37	\$ 960.63	3.94
6005	LAUNDRY, HOUSEKEEPING, & JANITOR	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
6008	VEHICLE AND EQUIP FUEL	\$ 2,000.00	\$ 0.00	\$ 125.43	\$ 125.43	\$ 817.23	\$ 1,182.77	40.86
6009	VEHICLE AND EQUIPMENT SUPPLIES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
6011	UNIFORM AND WEARING APPAREL	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 148.90	\$ 851.10	14.89
6014	OTHER OPERATING SUPPLIES	\$ 1,650.00	\$ 0.00	\$ 616.63	\$ 616.63	\$ 1,049.69	\$ 600.31	63.62
8201	MACHINERY & EQUIPMENT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
8202	FURNITURE & FIXTURES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
8207	EDP EQUIPMENT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
8211	DEPRECIATION OF CAPITAL ASSETS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
71100	PARKS ADMINISTRATION	\$ 334,529.00	\$ 73,393.14	\$ 26,952.49	\$ 26,952.49	\$ 245,603.37	\$ 15,532.49	95.36
	FUNC 71310 CLARKE COUNTY RECREATION CENTER							
1100	SALARIES - REGULAR	\$ 40,383.00	\$ 10,095.75	\$ 3,365.25	\$ 3,365.25	\$ 30,287.25	\$ 0.00	100.00
1300	SALARIES - PART TIME	\$ 25,809.00	\$ 0.00	\$ 2,585.95	\$ 2,585.95	\$ 18,128.09	\$ 7,680.91	70.24
2100	FICA BENEFITS	\$ 5,064.00	\$ 764.24	\$ 452.63	\$ 452.63	\$ 3,679.76	\$ 620.00	87.76
2210	VRSR BENEFITS	\$ 5,573.00	\$ 1,393.25	\$ 464.40	\$ 464.40	\$ 4,179.60	\$ 0.15	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 5,083.00	\$ 1,252.33	\$ 423.57	\$ 423.57	\$ 3,812.13	\$ 18.54	99.64
2400	LIFE INSURANCE	\$ 412.00	\$ 28.29	\$ 9.42	\$ 9.42	\$ 84.78	\$ 298.93	27.44
2700	WORKERS COMPENSATION INSURANCE	\$ 1,151.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,151.08	\$ 0.08	100.01
2800	OTHER BENEFITS - ANNUAL LEAVE PA	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
3310	REPAIR & MAINTENANCE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
3320	MAINTENANCE SERVICE CONTRACTS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
3500	PRINTING AND BINDING	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
3600	ADVERTISING	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00
5210	POSTAL SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
5230	TELECOMMUNICATIONS	\$ 400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	0.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
5810	DUES & MEMBERSHIPS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
5830	REFUNDS	\$ 400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 184.00	\$ 216.00	46.00
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	\$ 85.60	\$ 85.60	\$ 482.17	\$ 1,337.83	26.49
6003	AGRICULTURAL SUPPLIES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
6013	EDUCATIONAL AND RECREATIONAL SUP	\$ 2,500.00	\$ 0.00	\$ 539.81	\$ 539.81	\$ 2,221.16	\$ 278.84	88.85
6014	OTHER OPERATING SUPPLIES	\$ 2,970.00	\$ 0.00	\$ 107.66	\$ 107.66	\$ 1,533.44	\$ 1,436.56	51.63
6015	MERCHANDISE FOR RESALE	\$ 9,000.00	\$ 0.00	\$ 175.84	\$ 175.84	\$ 2,685.01	\$ 6,314.99	29.83
8201	MACHINERY & EQUIPMENT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
8202	FURNITURE & FIXTURES	\$ 745.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 645.00	\$ 100.00	86.58
8207	EDP EQUIPMENT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
8211	DEPRECIATION OF CAPITAL ASSETS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
71310	CLARKE COUNTY RECREATION CENTER	\$ 101,710.00	\$ 13,533.86	\$ 8,210.13	\$ 8,210.13	\$ 69,073.47	\$ 19,102.67	81.22
	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
2300	HEALTH INSURANCE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
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
3310	REPAIR & MAINTENANCE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
3500	PRINTING AND BINDING	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
3600	ADVERTISING	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
5110	ELECTRICAL SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
5130	WATER & SEWAGE SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
5230	TELECOMMUNICATIONS	\$ 0.00	\$ 0.00	\$ 2.68	\$ 2.68	\$ 2.68	\$ 2.68	100.00

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5540	TRAVEL CONVENTION & EDUCATION	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
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
8202	FURNITURE & FIXTURES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
8211	DEPRECIATION OF CAPITAL ASSETS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
71320	SWIMMING POOL	\$ 85,712.00	\$ 0.00	\$ 2.68	\$ 2.68	\$ 55,423.07	\$ 30,288.93	64.66
	FUNC 71330 CONCESSION STAND							
1300	SALARIES/WAGES - PART TIME	\$ 4,400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,077.14	\$ 1,322.86	69.94
2100	FICA	\$ 337.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 235.40	\$ 101.60	69.85
3100	PROFESSIONAL SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
6001	OFFICE SUPPLIES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
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	\$ 0.00	\$ 0.00	\$ 8,930.46	\$ 11,246.54	44.26
	FUNC 71350 PROGRAMS							
1100	SALARIES/WAGES - REGULAR	\$ 31,642.00	\$ 7,910.25	\$ 2,636.75	\$ 2,636.75	\$ 23,730.75	\$ 1.00	100.00
1300	SALARIES - PART TIME	\$ 94,500.00	\$ 0.00	\$ 5,058.56	\$ 5,058.56	\$ 62,148.20	\$ 32,351.80	65.77
2100	FICA BENEFITS	\$ 9,650.00	\$ 605.46	\$ 588.76	\$ 588.76	\$ 6,570.49	\$ 2,474.05	74.36
2210	VRSRS	\$ 4,366.00	\$ 1,091.63	\$ 363.87	\$ 363.87	\$ 3,274.83	\$ 0.46	100.01
2300	HOSPITAL/MEDICAL PLANS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
2400	LIFE INSURANCE	\$ 323.00	\$ 22.17	\$ 7.38	\$ 7.38	\$ 66.42	\$ 234.41	27.43
2700	WORKERS COMPENSATION BENEFITS	\$ 2,703.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,702.55	\$ 0.45	99.98
2800	OTHER BENEFITS - ANNUAL LEAVE PA	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
3100	PROFESSIONAL SERVICES	\$ 40,000.00	\$ 50,340.00	\$ 2,613.90	\$ 2,613.90	\$ 24,061.30	\$ 34,401.30	186.00
3500	PRINTING AND BINDING	\$ 9,000.00	\$ 2,574.69	\$ 0.00	\$ 0.00	\$ 3,460.00	\$ 2,965.31	67.05
3600	ADVERTISING	\$ 1,700.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 401.80	\$ 1,298.20	23.64
5210	POSTAL SERVICES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 24.01	\$ 75.99	24.01
5305	MOTOR VEHICLE INSURANCE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
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	\$ 105.00	\$ 105.00	\$ 917.00	\$ 14,083.00	6.11
5810	DUES & MEMBERSHIPS	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00
5830	REFUNDS	\$ 7,300.00	\$ 0.00	\$ 166.00	\$ 166.00	\$ 3,670.20	\$ 3,629.80	50.28
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	\$ 260.48	\$ 260.48	\$ 4,321.03	\$ 2,178.97	66.48
6008	VEHICLE & EQUIPMENT FUEL	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
6011	UNIFORM AND WEARING APPAREL	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,123.70	\$ 1,876.30	37.46
6013	EDUCATIONAL AND RECREATIONAL SUP	\$ 6,000.00	\$ 0.00	\$ 379.93	\$ 379.93	\$ 3,685.02	\$ 2,314.98	61.42
6014	OTHER OPERATING SUPPLIES	\$ 5,000.00	\$ 0.00	\$ 4.00	\$ 4.00	\$ 498.14	\$ 4,501.86	9.96
6015	MERCHANDISE FOR RESALE	\$ 6,000.00	\$ 7,191.00	\$ 0.00	\$ 0.00	\$ 5,264.97	\$ 6,455.97	207.60
8201	MACHINERY & EQUIPMENT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
8202	FURNITURE & FIXTURES	\$ 450.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 656.76	\$ 206.76	145.95
8211	DEPRECIATION OF CAPITAL ASSETS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
71350	PROGRAMS	\$ 245,834.00	\$ 69,735.20	\$ 12,184.63	\$ 12,184.63	\$ 146,954.14	\$ 29,144.66	88.14
	FUNC 72210 CLARKE COUNTY HISTORICAL ASSOCIATION							
5699	CIVIC CONTRIBUTIONS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
	FUNC 72600 VIRGINIA COMMISSION FOR THE ARTS							

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5699	CIVIC CONTRIBUTIONS	\$ 10,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 10,000.00	\$ 0.00	100.00
5699	FUNC 73200 REGIONAL LIBRARY							
5699	CIVIC CONTRIBUTIONS	\$ 182,119.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 136,589.25	\$ 45,529.75	75.00
FUNC 81110 PLANNING ADMINISTRATION								
1100	SALARIES - REGULAR	\$ 270,162.00	\$ 67,540.22	\$ 22,513.43	\$ 22,513.43	\$ 202,620.87	\$ 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	\$ 5,146.04	\$ 1,715.36	\$ 1,715.36	\$ 15,435.66	\$ 162.30	99.22
2210	VRSR BENEFITS	\$ 37,282.00	\$ 9,320.48	\$ 3,106.86	\$ 3,106.86	\$ 27,961.74	\$ 0.22	100.00
2300	HEALTH INSURANCE BENEFITS	\$ 22,875.00	\$ 5,635.48	\$ 1,906.07	\$ 1,906.07	\$ 17,154.53	\$ 84.89	99.63
2400	LIFE INSURANCE	\$ 2,756.00	\$ 189.09	\$ 63.04	\$ 63.04	\$ 567.36	\$ 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	\$ 42,118.00	\$ 0.00	\$ 499.00	\$ 499.00	\$ 7,639.54	\$ 34,478.46	18.14
3140	ENGINEERING REVIEW EXPENDITURES	\$ 0.00	\$ 0.00	\$ 631.28	\$ 631.28	\$ 2,327.85	\$ 2,327.85	100.00
3320	MAINTENANCE SERVICE CONTRACT	\$ 700.00	\$ 465.06	\$ 139.44	\$ 139.44	\$ 562.69	\$ 327.75	146.82
3500	PRINTING AND BINDING	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 239.35	\$ 2,760.65	7.98
3600	ADVERTISING	\$ 2,000.00	\$ 0.00	\$ 353.60	\$ 353.60	\$ 3,412.35	\$ 1,412.35	170.62
5210	POSTAL SERVICES	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 432.71	\$ 1,067.29	28.85
5230	TELECOMMUNICATIONS	\$ 600.00	\$ 0.00	\$ 31.00	\$ 31.00	\$ 182.75	\$ 417.25	30.46
5510	TRAVEL MILEAGE	\$ 2,000.00	\$ 0.00	\$ 54.88	\$ 54.88	\$ 953.96	\$ 1,046.04	47.70
5540	TRAVEL CONVENTION & EDUCATION	\$ 1,500.00	\$ 0.00	\$ 36.52	\$ 36.52	\$ 722.52	\$ 777.48	48.17
5810	DUES & MEMBERSHIPS	\$ 500.00	\$ 0.00	\$ 225.00	\$ 225.00	\$ 555.00	\$ 55.00	111.00
6001	OFFICE SUPPLIES	\$ 3,500.00	\$ 0.00	\$ 147.54	\$ 147.54	\$ 1,130.98	\$ 2,369.02	32.31
6008	VEHICLE AND EQUIP FUEL	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
6012	BOOKS AND SUBSCRIPTIONS	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 294.00	\$ 1,706.00	14.70
6015	MERCHANDISE FOR RESALE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
8201	MACHINERY & EQUIPMENT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
8202	FURNITURE & FIXTURES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
8207	EDP EQUIPMENT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
8211	DEPRECIATION OF CAPITAL ASSETS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
81110	PLANNING ADMINISTRATION	\$ 417,871.00	\$ 88,296.37	\$ 31,423.02	\$ 31,423.02	\$ 285,828.24	\$ 43,746.39	89.53
5699	FUNC 81300 HELP WITH HOUSING							
5699	CIVIC CONTRIBUTIONS	\$ 7,200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 5,400.00	\$ 1,800.00	75.00
5699	FUNC 81350 HABITAT FOR HUMANITY							
5699	CIVIC CONTRIBUTIONS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
FUNC 81400 BOARD OF ZONING APPEALS								
1300	SALARIES - PART TIME	\$ 250.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 250.00	0.00
2100	FICA	\$ 20.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 20.00	0.00
3100	PROFESSIONAL SERVICES	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,352.00	\$ 352.00	117.60
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
5510	TRAVEL MILEAGE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
5540	TRAVEL CONVENTION & EDUCATION	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
5810	DUES & MEMBERSHIPS	\$ 150.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 112.50	\$ 37.50	75.00
81400	BOARD OF ZONING APPEALS	\$ 3,620.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,642.30	\$ 22.30	100.62
FUNC 81510 OFFICE OF ECONOMIC DEVELOPMENT								
1100	SALARIES AND WAGES - REGULAR	\$ 30,944.00	\$ 7,735.87	\$ 2,578.57	\$ 2,578.57	\$ 23,207.13	\$ 1.00	100.00
1300	SALARIES/WAGES - PART TIME	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
2100	FICA	\$ 2,367.00	\$ 593.14	\$ 197.69	\$ 197.69	\$ 1,779.21	\$ 5.35	100.23
2210	VRSR	\$ 4,270.00	\$ 1,067.57	\$ 355.84	\$ 355.84	\$ 3,202.56	\$ 0.13	100.00
2300	HOSPITAL/MEDICAL PLANS	\$ 2,542.00	\$ 626.16	\$ 211.78	\$ 211.78	\$ 1,906.02	\$ 9.82	99.61

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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	MARCH	Expenditures Year-to-Date	Available Balance	Percent Used	
2400	LIFE INSURANCE	\$ 316.00	\$ 21.66	\$ 7.22	\$ 64.98	\$ 229.36	27.42		
2700	WORKER'S COMPENSATION	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00		
3100	PROFESSIONAL SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00		
3500	PRINTING AND BINDING	\$ 0.00	\$ 0.00	\$ 621.00	\$ 621.00	\$ 621.00	100.00		
3600	ADVERTISING	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00		
5210	POSTAGE	\$ 100.00	\$ 0.00	\$ 0.00	\$ 20.00	\$ 80.00	20.00		
5230	TELECOMMUNICATIONS	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00		
5510	TRAVEL MILEAGE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00		
5540	TRAVEL CONVENTION & EDUCATION	\$ 0.00	\$ 0.00	\$ 0.00	\$ 35.00	\$ 35.00	100.00		
5800	MISCELLANEOUS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00		
5810	DUES & MEMBERSHIPS	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00		
6001	OFFICE SUPPLIES	\$ 400.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 400.00	0.00		
6008	VEHICLE AND EQUIP FUEL	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00		
6012	BOOKS AND SUBSCRIPTIONS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00		
6015	MERCHANDISE FOR RESALE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00		
8202	FURNITURE & FIXTURES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00		
8207	EDP EQUIPMENT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00		
8211	DEPRECIATION OF CAPITAL ASSETS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00		
81510	OFFICE OF ECONOMIC DEVELOPMENT	\$ 41,439.00	\$ 10,044.40	\$ 3,972.10	\$ 30,835.90	\$ 558.70	98.65		
	FUNC 81520 BERRYVILLE DEVELOPMENT AUTHORITY								
1300	SALARIES - PART TIME	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00		
2700	WORKER'S COMPENSATION	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00		
3100	PROFESSIONAL SERVICES	\$ 10,000.00	\$ 0.00	\$ 1,104.74	\$ 1,104.74	\$ 8,895.26	11.05		
3160	BOARD SERVICES	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 125.00	\$ 875.00	12.50		
3600	ADVERTISING	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 500.00	0.00		
5210	POSTAL SERVICES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00		
5307	PUBLIC OFFICIAL LIABILITY INS.	\$ 200.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 200.00	0.00		
5510	TRAVEL MILEAGE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00		
5540	TRAVEL CONVENTION & EDUCATION	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00		
5810	DUES & MEMBERSHIPS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00		
81520	BERRYVILLE DEVELOPMENT AUTHORITY	\$ 11,800.00	\$ 0.00	\$ 1,104.74	\$ 1,229.74	\$ 10,570.26	10.42		
	FUNC 81530 SMALL BUSINESS DEVELOPMENT CENTER								
5699	CIVIC CONTRIBUTIONS	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 2,000.00	\$ 0.00	100.00		
	FUNC 81540 BLANDY EXPERIMENTAL FARM								
5699	CIVIC CONTRIBUTIONS	\$ 4,000.00	\$ 0.00	\$ 0.00	\$ 4,000.00	\$ 0.00	100.00		
	FUNC 81550 TOWN OF BERRYVILLE								
5699	CIVIC CONTRIBUTIONS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00		
	FUNC 81560 CLARKE COUNTY TOURISM ALLIANCE								
5699	CLARKE COUNTY TOURISM CIVIC CONT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00		
	FUNC 81570 BERRYVILLE MAIN STREET PROGRAM								
5699	CIVIC CONTRIBUTIONS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00		
5850	LOAN	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00		
81570	BERRYVILLE MAIN STREET PROGRAM	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00		
	FUNC 81600 PLANNING COMMISSION								
1300	SALARIES - PART TIME	\$ 1,500.00	\$ 0.00	\$ 0.00	\$ 200.00	\$ 1,300.00	13.33		
2100	FICA	\$ 115.00	\$ 0.00	\$ 0.00	\$ 15.31	\$ 99.69	13.31		
2300	HEALTH INSURANCE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00		
2700	Worker's Compensation	\$ 2.00	\$ 0.00	\$ 0.00	\$ 1.60	\$ 0.40	80.00		
3100	PROFESSIONAL SERVICES	\$ 10,000.00	\$ 0.00	\$ 0.00	\$ 5,664.95	\$ 4,335.05	56.65		

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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	Expenditures MARCH	Expenditures Year-to-Date	Available Balance	Percent Used	
3160	BOARD SERVICES	\$ 13,000.00	\$ 0.00	\$ 850.00	\$ 850.00	\$ 5,450.00	\$ 7,550.00	41.92	
3600	ADVERTISING	\$ 2,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,401.90	\$ 598.10	70.09	
5210	POSTAL SERVICES	\$ 100.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 100.00	0.00	
5510	TRAVEL MILEAGE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
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	\$ 0.00	\$ 0.00	\$ 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	
6012	BOOKS AND SUBSCRIPTIONS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
81600	PLANNING COMMISSION	\$ 31,005.00	\$ 0.00	\$ 850.00	\$ 850.00	\$ 12,958.76	\$ 18,046.24	41.80	
	FUNC 81700 BOARD OF SEPTIC APPEALS								
1300	SALARIES AND WAGES - PART TIME	\$ 500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 25.00	\$ 475.00	5.00	
2100	FICA	\$ 39.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1.91	\$ 37.09	4.90	
2700	WORKERS COMPENSATION INSURANCE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
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	
5510	TRAVEL MILEAGE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
5540	TRAVEL CONVENTION & EDUCATION	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
81700	BOARD OF SEPTIC APPEALS	\$ 2,739.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 27.79	\$ 2,711.21	1.01	
	FUNC 81800 HISTORIC PRESERVATION COMMISSION								
1300	SALARIES - PART TIME	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
2100	FICA	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
2700	WORKERS COMPENSATION	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
3100	PROFESSIONAL SERVICES	\$ 16,500.00	\$ 0.00	\$ 1,155.00	\$ 1,155.00	\$ 10,147.50	\$ 6,352.50	61.50	
3160	BOARD SERVICES	\$ 1,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 625.00	\$ 375.00	62.50	
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	
5510	TRAVEL MILEAGE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
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	\$ 0.00	\$ 0.00	\$ 310.00	\$ 310.00	100.00	
6012	BOOKS AND SUBSCRIPTIONS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
81800	HISTORIC PRESERVATION COMMISSION	\$ 18,500.00	\$ 0.00	\$ 1,155.00	\$ 1,155.00	\$ 12,119.25	\$ 6,380.75	65.51	
	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	\$ 3,750.00	\$ 1,250.00	75.00	
	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 82250 SOUTHEASTERN RURAL COMMUNITY ASSISTANCE PROJECT								
5699	CIVIC CONTRIBUTIONS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
	FUNC 82400 LORD FAIRFAX SOIL AND WATER CONSERV								
5699	CIVIC CONTRIBUTIONS	\$ 9,500.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 9,500.00	\$ 0.00	100.00	
	FUNC 82600 BIO-SOLIDS APPLICATION								
1300	PART-TIME SALARIES	\$ 12,229.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 11,685.00	\$ 544.00	95.55	
2100	FICA	\$ 935.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 893.91	\$ 41.09	95.61	
2700	WORKERS COMPENSATION INSURANCE	\$ 172.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 166.60	\$ 5.40	96.86	

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3100	PROFESSIONAL SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
5230	TELECOMMUNICATIONS	\$ 0.00	\$ 0.00	\$ 35.09	\$ 298.67	\$ 298.67	\$ 298.67	100.00	
5510	TRAVEL MILEAGE	\$ 2,705.00	\$ 0.00	\$ 37.74	\$ 2,181.87	\$ 523.13	\$ 523.13	80.66	
8215	PURCHASE OF DEVELOPMENT RIGHTS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
82600	BIO-SOLIDS APPLICATION	\$ 16,041.00	\$ 0.00	\$ 72.83	\$ 15,226.05	\$ 814.95	\$ 814.95	94.92	
	FUNC 83100 COOPERATIVE EXTENSION								
1100	SALARIES - REGULAR	\$ 16,399.00	\$ 4,099.32	\$ 1,366.52	\$ 12,298.68	\$ 1.00	\$ 1.00	99.99	
1300	SALARIES - PART TIME	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
2100	FICA BENEFITS	\$ 1,254.00	\$ 310.50	\$ 103.51	\$ 931.59	\$ 11.91	\$ 11.91	99.05	
2210	VSRS BENEFITS	\$ 2,263.00	\$ 565.71	\$ 188.58	\$ 1,697.22	\$ 0.07	\$ 0.07	100.00	
2300	HEALTH INSURANCE BENEFITS	\$ 2,542.00	\$ 626.17	\$ 211.79	\$ 1,906.11	\$ 9.72	\$ 9.72	99.62	
2400	LIFE INSURANCE	\$ 167.00	\$ 11.45	\$ 3.83	\$ 34.47	\$ 121.08	\$ 121.08	27.50	
2700	WORKERS COMPENSATION INSURANCE	\$ 40.00	\$ 0.00	\$ 0.00	\$ 35.05	\$ 4.95	\$ 4.95	87.62	
3100	PROFESSIONAL SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
3320	MAINTENANCE SERVICE CONTRACTS	\$ 1,000.00	\$ 124.41	\$ 73.99	\$ 227.90	\$ 647.69	\$ 647.69	35.23	
3841	VPI EXTENSION AGENT	\$ 21,835.00	\$ 0.00	\$ 0.00	\$ 7,914.88	\$ 13,920.12	\$ 13,920.12	36.25	
5230	TELECOMMUNICATIONS	\$ 500.00	\$ 0.00	\$ 40.80	\$ 279.79	\$ 220.21	\$ 220.21	55.96	
6014	OTHER OPERATING SUPPLIES	\$ 3,180.00	\$ 0.00	\$ 15.35	\$ 1,241.67	\$ 1,938.33	\$ 1,938.33	39.05	
8201	MACHINERY & EQUIPMENT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
83100	COOPERATIVE EXTENSION	\$ 49,180.00	\$ 5,737.56	\$ 2,004.37	\$ 26,567.36	\$ 16,875.08	\$ 16,875.08	65.69	
	FUNC 83400 4-H CENTER								
5699	CIVIC CONTRIBUTIONS	\$ 3,000.00	\$ 0.00	\$ 0.00	\$ 3,000.00	\$ 0.00	\$ 0.00	100.00	
	FUNC 83500 GYPSY MOTH								
1300	SALARIES/WAGES - PART TIME	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
2100	FICA	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
2700	WORKER'S COMPENSATION	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
3100	PROFESSIONAL SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
3846	PLANT & PEST SVCS - DIV OF CONSU	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
5210	POSTAGE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
5230	TELECOMMUNICATIONS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
5510	TRAVEL MILEAGE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
6001	OFFICE SUPPLIES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
6003	AGRICULTURAL SUPPLIES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
83500	GYPSY MOTH	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
	FUNC 91300 REISSUE OF UNCLAIMED CHECKS								
5800	MISCELLANEOUS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
	FUNC 91600 CONTINGENCIES								
1000	PERSONNEL	\$ 20,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 20,000.00	\$ 20,000.00	0.00	
3140	ENGINEERING & ARCHITECTURAL	\$ 19,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 19,000.00	\$ 19,000.00	0.00	
3150	LEGAL	\$ 25,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 25,000.00	\$ 25,000.00	0.00	
8000	MINOR CAPITAL	\$ 12,810.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 12,810.00	\$ 12,810.00	0.00	
91600	CONTINGENCIES	\$ 76,810.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 76,810.00	\$ 76,810.00	0.00	
	FUNC 92100 REVENUE REFUNDS - REAL ESTATE TAXES								
5830	REFUNDS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
	FUNC 92200 REVENUE REFUNDS - PERSONAL PROPERTY TAX								
5830	REFUNDS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00	
	FUNC 92300 REVENUE REFUNDS - BUILDING PERMITS								

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5830	REFUNDS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
	FUNC 92400 REVENUE REFUNDS - MOTOR VEHICLE LICENSES							
5830	REFUNDS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
	FUNC 92900 REVENUE REFUNDS - OTHER MISCELLANEOUS							
5830	REFUNDS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 3,500.00	\$ 3,500.00	100.00
000	NON-CATEGORICAL	\$ 8,060,787.00	\$ 1,282,192.84	\$ 601,416.15	\$ 5,585,142.13	\$ 1,193,452.03		85.19
PJT 111 E911								
	FUNC 35610							
5230	TELECOMMUNICATIONS	\$ 29,507.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 29,507.00	0.00
5540	Travel	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
6032	TRAINING MATERIALS	\$ 9,695.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 9,695.00	0.00
35610		\$ 39,202.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 39,202.00	0.00
111	E911	\$ 39,202.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 39,202.00	0.00
PJT 125 TRIAD GRANT								
	FUNC 31200 SHERIFF							
5540	TRAVEL CONVENTION & EDUCATION	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
6001	OFFICE SUPPLIES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
6008	VEHICLE AND EQUIP FUEL	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
6032	TRAINING MATERIALS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
8207	EDP EQUIPMENT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
31200	SHERIFF	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
125	TRIAD GRANT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
PJT 126 V-STOP GRANT								
	FUNC 22100 COMMONWEALTH'S ATTORNEY							
1100	SALARIES/WAGES - REGULAR	\$ 19,980.00	\$ 4,995.01	\$ 1,665.04	\$ 14,985.18	\$ 0.19	\$ 0.19	100.00
1300	SALARIES/WAGES - PART TIME	\$ 4,799.00	\$ 1,199.82	\$ 399.92	\$ 3,599.28	\$ 0.10	\$ 0.10	100.00
2100	FICA	\$ 1,800.00	\$ 473.41	\$ 157.76	\$ 1,385.59	\$ 59.00	\$ 59.00	103.28
2210	VRSR	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
2300	HEALTH INSURANCE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.01	\$ 0.01	100.00
2400	GROUP LIFE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
2700	WORKERS COMPENSATION INSURANCE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
5540	TRAVEL - CONVENTION & EDUCATION	\$ 2,115.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,115.00	0.00
5810	DUES, SUBSCRIPTIONS & MEMBERSHIP	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
6001	OFFICE SUPPLIES	\$ 1,726.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,726.00	0.00
8102	EQUIPMENT	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
22100	COMMONWEALTH'S ATTORNEY	\$ 30,420.00	\$ 6,668.24	\$ 2,222.72	\$ 19,970.06	\$ 3,781.70	\$ 3,781.70	87.57
126	V-STOP GRANT	\$ 30,420.00	\$ 6,668.24	\$ 2,222.72	\$ 19,970.06	\$ 3,781.70	\$ 3,781.70	87.57
PJT 127 FEDERAL GANG TASK FORCE GRANT								
	FUNC 31200 SHERIFF							
1100	SALARIES/WAGES - REGULAR	\$ 44,928.00	\$ 10,955.72	\$ 3,651.92	\$ 32,867.28	\$ 1,105.00	\$ 1,105.00	97.54
1200	OVERTIME	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
1300	SALARIES/WAGES - OVERTIME	\$ 1,968.00	\$ 0.00	\$ 0.00	\$ 1,277.37	\$ 690.63	\$ 690.63	64.91

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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For	MARCH	Expenditures Year-to-Date	Available Balance	Percent Used
2100	FICA	\$ 3,587.00	\$ 708.59	\$ 236.19	\$	\$ 2,223.42	\$ 654.99	81.74
2210	VSRS	\$ 6,200.00	\$ 1,511.93	\$ 503.96	\$	\$ 4,535.64	\$ 152.43	97.54
2300	HOSPITAL/MEDICAL PLANS	\$ 6,857.00	\$ 1,995.03	\$ 674.77	\$	\$ 6,072.93	\$ 1,210.96	117.66
2400	LIFE INSURANCE	\$ 458.00	\$ 30.64	\$ 10.23	\$	\$ 92.07	\$ 335.29	26.79
2700	WORKER'S COMPENSATION	\$ 555.00	\$ 0.00	\$ 0.00	\$	\$ 554.15	\$ 0.85	99.85
2800	OTHER BENEFITS - ANNUAL LEAVE PA	\$ 0.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 0.00	100.00
3000	PURCHASED SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 0.00	100.00
5500	TRAVEL	\$ 0.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 0.00	100.00
5800	MISCELLANEOUS	\$ 0.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 0.00	100.00
6001	OFFICE SUPPLIES	\$ 0.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 0.00	100.00
6010	POLICE SUPPLIES	\$ 0.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 0.00	100.00
8105	MOTOR VEHICLES	\$ 0.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 0.00	100.00
31200	SHERIFF	\$ 64,553.00	\$ 15,201.91	\$ 5,077.07	\$	\$ 47,622.86	\$ 1,728.23	97.32
127	FEDERAL GANG TASK FORCE GRANT	\$ 64,553.00	\$ 15,201.91	\$ 5,077.07	\$	\$ 47,622.86	\$ 1,728.23	97.32
PJT 140 RAIN BARREL PARTNERSHIP - INTERSTATE COMMISSION ON								
FUNC 81110 PLANNING ADMINISTRATION								
6000	MATERIALS AND SUPPLIES	\$ 0.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 0.00	100.00
PJT 150 PLANNING PASS-THROUGH EXPENDITURES								
FUNC 81110 PLANNING ADMINISTRATION								
3100	PROFESSIONAL SERVICES	\$ 0.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 0.00	100.00
PJT 401 DMV CPSF/ CIOT GRANT								
FUNC 31200 SHERIFF								
1200	OVERTIME	\$ 2,115.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 2,115.00	0.00
2100	FICA	\$ 162.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 162.00	0.00
2700	WORKERS COMPENSATION INSURANCE	\$ 0.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 0.00	100.00
6010	POLICE SUPPLIES	\$ 0.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 0.00	100.00
31200	SHERIFF	\$ 2,277.00	\$ 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	\$ 2,277.00	0.00
PJT 402 DMV 402 GRANT								
FUNC 31200 SHERIFF								
1300	SALARIES/WAGES - PART TIME	\$ 2,000.00	\$ 0.00	\$ 810.40	\$	\$ 3,812.72	\$ 1,812.72	190.64
2100	FICA	\$ 153.00	\$ 0.00	\$ 62.00	\$	\$ 291.68	\$ 138.68	190.64
5540	TRAVEL CONVENTION AND EDUCATION	\$ 0.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 0.00	100.00
6010	POLICE SUPPLIES	\$ 12,847.00	\$ 0.00	\$ 0.00	\$	\$ 2,929.00	\$ 9,918.00	22.80
31200	SHERIFF	\$ 15,000.00	\$ 0.00	\$ 872.40	\$	\$ 7,033.40	\$ 7,966.60	46.89
402	DMV 402 GRANT	\$ 15,000.00	\$ 0.00	\$ 872.40	\$	\$ 7,033.40	\$ 7,966.60	46.89
PJT 462 TERRORISM PREVENTION GRANT - HOMELAND SECURITY								
FUNC 31200 SHERIFF								
6010	POLICE SUPPLIES	\$ 0.00	\$ 0.00	\$ 0.00	\$	\$ 0.00	\$ 0.00	100.00
PJT 601 DOJ CRIMINAL ANALYSIS GRANT								
FUNC 31200 SHERIFF								

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6010	POLICE SUPPLIES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
PJT 602 DOJ VEST GRANT							
FUNC 31200 SHERIFF							
6010	POLICE SUPPLIES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
PJT 603 SCHOOL RESOURCE OFFICER GRANT - BYRNE GRANT							
FUNC 31200 SHERIFF							
1100	SALARIES/WAGES - REGULAR	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
1300	SALARIES/WAGES - PART TIME	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
2100	FICA	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
2210	VSRS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
2300	HOSPITAL/MEDICAL PLANS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
2400	LIFE INSURANCE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
2700	WORKERS COMPENSATION INSURANCE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
2800	OTHER BENEFITS - ANNUAL LEAVE PA	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
5530	TRAVEL	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
6010	POLICE SUPPLIES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
6012	BOOKS AND SUBSCRIPTIONS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
31200	SHERIFF	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
603	SCHOOL RESOURCE OFFICER GRANT -	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
PJT 604 DOJ SRO GRANT - WOLFE							
FUNC 31200 SHERIFF							
1100	SALARIES/WAGES - REGULAR	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
1300	SALARIES/WAGES - PART TIME	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
2100	FICA	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
2210	VSRS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
2300	HOSPITAL/MEDICAL PLANS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
2400	LIFE INSURANCE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
2700	WORKERS COMPENSATION INSURANCE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
6000	OFFICE SUPPLIES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
6010	POLICE SUPPLIES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
8105	MOTOR VEHICLES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
31200	SHERIFF	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
604	DOJ SRO GRANT - WOLFE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
PJT 605 DOJ LOCAL LAW ENFORCEMENT BLOCK GRANT (LLEBG)							
FUNC 31200 SHERIFF							
1100	SALARIES/WAGES - REGULAR	\$ 3,822.00	\$ 0.00	\$ 0.00	\$ 2,942.55	\$ 879.45	76.99
1300	SALARIES/WAGES - PART TIME	\$ 0.00	\$ 0.00	\$ 0.00	\$ 160.55	\$ 160.55	100.00
2100	FICA	\$ 293.00	\$ 0.00	\$ 0.00	\$ 212.82	\$ 80.18	72.63
2700	WORKER' COMPENSATION INSURANCE	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
6001	OFFICE SUPPLIES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
6010	POLICE SUPPLIES	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
31200	SHERIFF	\$ 4,115.00	\$ 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	\$ 2,994.82	\$ 1,120.18	72.78
PJT 630 MILLWOOD HOUSING REHAB -BLOCK GRANT							

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Code	Description	Appropriations	Outstanding Encumbrances	Expenditures For MARCH	Expenditures Year-to-Date	Available Balance	Percent Used
6012	FUNC 31200 SHERIFF BOOKS AND SUBSCRIPTIONS	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
PJT 810 ARRA BYRNE JUSTICE ASSISTANCE GRANT							
1100	FUNC 31200 SHERIFF SALARIES/WAGES - REGULAR	\$ 23,338.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 23,338.00	0.00
1200	OVERTIME	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	100.00
1300	SALARIES/WAGES - PART TIME	\$ 0.00	\$ 0.00	\$ 0.00	\$ 10,362.00	\$ 10,362.00	100.00
2100	FICA	\$ 0.00	\$ 0.00	\$ 0.00	\$ 792.67	\$ 792.67	100.00
31200	SHERIFF	\$ 23,338.00	\$ 0.00	\$ 0.00	\$ 11,154.67	\$ 12,183.33	47.80
810	ARRA BYRNE JUSTICE ASSISTANCE GR	\$ 23,338.00	\$ 0.00	\$ 0.00	\$ 11,154.67	\$ 12,183.33	47.80
100	GENERAL FUND	\$ 8,239,692.00	\$ 1,304,062.99	\$ 609,588.34	\$ 5,673,917.94	\$ 1,261,711.07	84.69

Clarke County Board of Supervisors

Government Projects Update

Clarke County Board of Supervisors

Miscellaneous Items

Board of Supervisors
Summary of Required Actions Status Report

Meeting/Letter Date	Item	Description	Responsibility	Status	Date Complete
3/15/2011	1264	Process approved minutes.	Lora B. Walburn	Complete	3/17/2011
3/15/2011	1265	Process Proclamation 2011-02P.	Lora B. Walburn	Complete	3/15/2011
3/15/2011	1266	Present Proclamation 2011-02P.	J. Michael Hobert	Complete	3/26/2011
3/15/2011	1267	Execute and forward Lord Fairfax Health District Agreement.	David Ash	Complete	3/16/2011
3/15/2011	1268	Execute and forward Chapel Rural Historic District Application.	David Ash	Complete	3/16/2011
3/15/2011	1269	Execute Right of Way Easement for Provision of Electrical Service to the Barns of Rose Hill.	David Ash	Complete - KD presented original document, scanned and entered	3/22/2011
3/15/2011	1270	Process Resolution Rescinding Initiation Of Zoning Ordinance Text Amendment TA-11-01 2011-03R.	Lora B. Walburn	Copy to file; Copy to Planning	3/18/2011
3/15/2011	1271	Process and forward Resolution in Support of Route 723 [Old Winchester Road] Construction Closure 2011-04R	Lora B. Walburn	Complete - signed 3/15; forwarded to Ed Carter 3/16	3/16/2011
3/15/2011	1272	Process, forward and upload to website PH 11-06 Public Hearing Notice Secondary Six-Year Plan for Fiscal Years 2012 through 2017 and the Secondary System Construction Budget for Fiscal Year 2012.	Lora B. Walburn / VDOT	Complete	3/17/2011
3/15/2011	1273	Develop and process advertisement for redistricting public hearing Chapter 40 Voting Districts.	Lora B. Walburn / Ibow 3/18; PH # & Code # assigned	Complete	3/23/2011
3/15/2011	1274	Process appointments, update database and provide notice.	Chuck Johnston and provided to CJ		
3/15/2011	1275	Proceed with the Personnel Committee recommendations to staff specific to appointee information feedback.	Lora B. Walburn 3/17 Ibow complete		3/18/2011
3/15/2011	1276	Update County Code with CC-11-01.	David Ash / Lora B. Walburn	3/21 action begun.	3/21/2011
3/15/2011	1277	Update County Code with CC-11-02.	Lora B. Walburn	Complete	3/18/2011
3/15/2011	1278	Advertise for public hearing final proposed FY2012 budget and FY2012 tax rate.	Lora B. Walburn	Complete	3/18/2011
			Annette Gilley / Lora B. Walburn	AG provided 3/16; LBOW 3/17	3/18/2011
			B. Walburn	added to website and set links; 3/18	3/18/2011
				AG provided Winc Star quotes and proof	

Clarke County Board of Supervisors

Closed Session *[as necessary]*

Clarke County Board of Supervisors

Board Member Committee Status Reports

Clarke County Board of Supervisors

Citizen Comment Period

with your work

Reudates: 3/29 & 4/5

Cost: \$798.80

Thank you
Janya Cape

David
3/22/2011
Jodie P

Public Hearing Notice

The Clarke County Board of Supervisors will hold public hearing on Tuesday, April 19, 2011 at 6:30 pm or as soon thereafter as the matter may be heard in the Berryville/Clarke County Government Center Main Meeting Room, 101 Chalmers Court, 2nd Floor, Berryville, VA, to consider the following matter:

PH 11-10: CC-11-03 Voting Districts The Clarke County Board of Supervisors will hold a public hearing on 2011 April 19th at 6:30 pm on proposed amendments to Clarke County Code, Section 40, Election Districts, so as to change the County Election Districts as a result of the 2010 Census.

Election District	2000	Increase	Population		Legal Range for District Population	Proposed New Districts	% from mean
			2010	Mean			
Berryville	2831	+712	3343			2852	+1.6%
Buckmarah	2488	+376	2864		2947 + 5%	2854	+1.7%
Millwood	2518	+108	2624	2807		2736	-2.6%
Russell	2429	+158	2587		2667 + 5%	2898	+1.7%
White Post	2586	+30	2616			2687	-3.9%
TOTAL	12,652		14,034				2.3%

Please go to <http://clarkecounty.gov/redistricting> to see the full text of the amendment and maps of the proposed changes. For a paper copy of the ordinance and maps, please go to the County Administrator's Office, the County Planning Department, or the County General Registrar's Office, all located at 101 Chalmers Court, Berryville, VA

The maps shows:

- 81 people being shifted from Millwood Election District to the White Post Election district in an area bounded by Lord Fairfax Highway (US Rt 340), Pyletown Road (Rt 620) Summerville Road (Rt 652, and Annefield Road (Rt 633).
- 142 people being shifted from the Russell Election District to the Millwood Election District in an area bounded by Lord Fairfax Highway (US Rt 340), Seneeny Road (Rt 657), Westwood Road (Rt 636), West Main Street (Rt 7 Business), the western corporate limits of the Town of Berryville, Alexander Drive, Hermitage Boulevard (Rt 1029), and South Buckmarsh Street (US Rt 340).
- 85 people being shifted from the Berryville Election District to the Millwood Election District in an area bounded by South Buckmarsh Street (US Rt 340), Hermitage Boulevard (Rt 1029), Dunlap Drive (Rt 1028), Henderson Court (Rt 1027), and Taylor Street (Rt 1006).
- 18 people being shifted from the Millwood Election District to the Berryville Election District in an area on the north side of Hermitage Boulevard (Rt 1029), between South Church Street (Rt 616), and South Buckmarsh Street (US Rt 340).
- 17 people being shifted from the Millwood Election District to the Berryville Election District in an area bounded by South Church Street (Rt 616), the southern corporate limits of the Town of Berryville, Norfolk Southern Railroad, and Jack Enders Boulevard (Rt 700).
- 10 people being shifted from the Buckmarsh Election District to the Berryville Election District in an area bounded by North Buckmarsh Street (US Rt 340), the northern corporate limits of the Town of Berryville, and Soldier's Rest Lane.
- 451 people being shifted from the Berryville Election District to the Russell Election District in an area bounded by North Buckmarsh Street (US Rt 340), Mosby Boulevard (Rt 1035), Jackson Drive (Rt 1041), West Main Street (Rt 7 Business), the western corporate limits of the Town of Berryville, and Harry Byrd Highway (Rt 7 By-pass).

David L. Ash - County Administrator

If weather or other conditions make it hazardous for members to attend, then, the matter shall be heard at 1:00 pm on the Thursday following the regularly scheduled Tuesday. All hearings previously advertised shall be conducted at the continued meeting. In the event said day falls upon any legal holiday, the meeting shall be held on the next following regular business day.

447 1/4

2011-04-19 BOS Redistricting



The Clarke County Board of Supervisors will hold public hearing on Tuesday, April 19, 2011 at 6:30 pm or as soon thereafter as the matter may be heard in the Berryville/Clarke County Government Center Main Meeting Room, 101 Chalmers Court, 2nd Floor, Berryville, VA, to consider the following matter:

PH 11-10: CC-11-03 Voting Districts

The Clarke County Board of Supervisors will hold a public hearing on 2011 April 19th at 6:30 pm on proposed amendments to Clarke County Code, Section 40, Election Districts, so as to change the County Election Districts as a result of the 2010 Census.

Population

Election District	2000	Increase	2010	Mean	Legal Range for District Population	Proposed New Districts	% from mean
Berryville	2631	+712	3343 }			2862	+ 1.6%
Buckmarsh	2488	+376	2864 }		2947 + 5%	2864	+ 1.7%
Millwood	2518	+106	2624 }	2807		2736	- 2.6%
Russell	2429	+158	2687 }		2667 - 5%	2896	+ 1.7%
White Post	2586	+30	2616 }			2697	- 3.9%
TOTAL	12,652		14,034				2.3%

Please go to <http://clarkecounty.gov/redistricting> to see the full text of the amendment and maps of the proposed changes. For a paper copy of the ordinance and maps, please go to the County Administrator's Office, the County Planning Department, or the County General Registrar's Office, all located at 101 Chalmers Court, Berryville, VA The maps shows:

- 81 people being shifted from Millwood Election District to the White Post Election district in an area bounded by Lord Fairfax Highway (US Rt 340), Pyletown Road (Rt 620) Summerville Road (Rt 652, and Annefield Road (Rt 633).
- 142 people being shifted from the Russell Election District to the Millwood Election District in an area bounded by Lord Fairfax Highway (US Rt 340), Senseny Road (Rt 657), Westwood Road (Rt 636), West Main Street (Rt 7 Business), the western corporate limits of the Town of Berryville, Alexander Drive, Hermitage Boulevard (Rt 1029), and South Buckmarsh Street (US Rt 340).
- 85 people being shifted from the Berryville Election District to the Millwood Election District in an area bounded by South Buckmarsh Street (US Rt 340), Hermitage Boulevard (Rt 1029), Dunlap Drive (Rt 1028), Henderson Court (Rt 1027), and Taylor Street (Rt 1006).
- 18 people being shifted from the Millwood Election District to the Berryville Election District in an area on the north side of Hermitage Boulevard (Rt 1029), between South Church Street (Rt 616), and South Buckmarsh Street (US Rt

- 340).
5. 17 people being shifted from the Millwood Election District to the Berryville Election District in an area bounded by South Church Street (Rt 616), the southern corporate limits of the Town of Berryville, Norfolk Southern Railroad, and Jack Enders Boulevard (Rt 700).
 6. 10 people being shifted from the Buckmarsh Election District to the Berryville Election District in an area bounded by North Buckmarsh Street (US Rt 340), the northern corporate limits of the Town of Berryville, and Soldier's Rest Lane.
 7. 451 people being shifted from the Berryville Election District to the Russell Election District in an area bounded by North Buckmarsh Street (US Rt 340), Mosby Boulevard (Rt 1035), Jackson Drive (Rt 1041), West Main Street (Rt 7 Business), the western corporate limits of the Town of Berryville, and Harry Byrd Highway (Rt 7 By-pass).

David L. Ash - County Administrator

If weather or other conditions make it hazardous for members to attend, then, the matter shall be heard at 1:00 pm on the Thursday following the regularly scheduled Tuesday. All hearings previously advertised shall be conducted at the continued meeting. In the event said day falls upon any legal holiday, the meeting shall be held on the next following regular business day.

Chapter 40 Voting Districts

The Clarke County Board of Supervisors proposes amendments to Clarke County Code, Section 40, Election Districts, so as to change the County Election Districts as a result of the 2010 Census.

Election District	2000	Increase	Population		Legal Range for District Population	Proposed New Districts	% from mean	
			2010	Mean				
Berryville	2631	+712	3343	} 2807	2947 + 5%	2852	+ 1.6%	
Buckmarsh	2488	+376	2864			2854	+ 1.7%	
Millwood	2518	+106	2624			2729	- 2.8%	
Russell	2429	+158	2587			2667 - 5%	2896	+ 1.7%
White Post	2586	+30	2616			2703	- 3.7%	
TOTAL	12,652		14,034				2.3%	

Person Initiating: Chuck Johnston Date Submit: March 7, 2011
 Legal Review By: Bob Mitchell Approved for Submission: March 21, 2011
 Set Public Hearing: 03/15/2011 Public Hearing No.: PH 11-10
 Publication Dates: 3/29/2011; 4/5/2011 Media: Winc Star; Web
 Public Hearing Date: _____ Code Update: _____
 Approved/Denied on a motion by: _____

Code of Clarke County, Virginia
Chapter 40 ~~Voting~~ *Election* Districts

§ 40-1. Voting Election districts established and defined; population of districts and supervisor representation

A. *Election Districts of Clarke County*, pursuant to, ~~voting districts,~~ established and as set to **by the** authority contained in the Code of Virginia, § 15.2-1400, § 24.2-304.1-7, and § 15.2-1211 ~~of Clarke County~~ are hereby created and set forth in ~~subsection (c)~~ of this section.

(a) The ~~voting~~ **election** districts with populations set forth are as follows; supervisor representation to be as indicated:

- Berryville --- ~~2,631~~ **2,852**, represented by one supervisor.
- Buckmarsh --- ~~2,491~~ **2,854**, represented by one supervisor.
- Millwood --- ~~2,549~~ **2,729**, represented by one supervisor.
- Russell --- ~~2,429~~ **2,896**, represented by one supervisor.

White Post --- 2,552 **2,703**, represented by one supervisor.

- (b) The boundaries of the respective ~~voting~~ **election** districts are as set forth below, and when reference is made in the following descriptions to a road, **railroad**, or river as a boundary, it shall be construed to mean the center line of such boundary:

*Berryville ~~Voting~~
Election district.*

Berryville ~~voting~~ **election** district shall comprise the area bounded as follows:

- ~~Beginning at the intersection of U.S. Route 340 and Harry Byrd Highway (Virginia Route 7 Bypass),~~
- **Beginning at the intersection of North Buckmarsh Street (U.S. Route 340) and Mosby Boulevard (Virginia Route 1035),**
- ~~thence in a northwesterly direction with Harry Byrd Highway to the western limits of the Town of Berryville,~~
- **thence in a northwesterly direction with Mosby Boulevard to its intersection with Jackson Drive (Virginia Route 1041),**
- **thence in a southwesterly direction with Jackson Drive to its intersection with West Main Street (Virginia Route 7 Business),**
- **thence in a northwesterly direction with West Main Street to corporate limits of the Town of Berryville,**
- ~~thence in southwesterly and southeasterly direction with the town limits to Alexander Street Drive,~~
- ~~thence in an southeasterly direction with Alexander Street and Hermitage Boulevard to the southern limits of the Town of Berryville at U.S. Route 340,~~
- **thence in a southeasterly direction with Alexander Drive to its intersection with Hermitage Boulevard (Virginia Route 1029)**
- **thence in a southeasterly direction with Hermitage Boulevard to its intersection with Dunlap Drive (Virginia Route 1028),**
- **thence in a northeasterly direction with Dunlap Drive to its intersection with Henderson Court (Virginia Route 1027)**
- **thence in a southeasterly direction with Henderson Court to its intersection with Taylor Street (Virginia Route 1006),**
- **thence in a southeasterly direction with Taylor Street to its intersection with South Buckmarsh Street (U.S. Route 340),**
- **thence in a southwesterly direction with South Buckmarsh Street to its intersection with Hermitage Boulevard (Virginia Route 1029),**
- **thence in a southeasterly direction with Hermitage Boulevard to its intersection with South Church Street (Virginia Route 616),**

- **thence in a southwesterly direction with South Church Street to its intersection with South Buckmarsh Street (U.S. Route 340),**
- **thence in a southwesterly direction with South Buckmarsh Street to the corporate limits of the Town of Berryville,**
- thence in a southeasterly direction with the Berryville town limits to **its intersection with the Norfolk Southern Railroad,**
- **thence in a northeasterly direction with the Norfolk Southern Railroad its intersection with Jack Enders Boulevard (Virginia Route ~~613~~ 700),**
- thence in a northerly direction with Jack Enders Boulevard to its intersection with East Main Street (Virginia Route 7 Business), thence in a westerly direction with East Main Street to its intersection with ~~Boom Road~~ **First Street** (Virginia Route 615),
- thence in a northeasterly direction with ~~Boom Road~~ **First Street** to its intersection with **East** Fairfax Street (**Virginia Route 1026**),
- thence in a westerly direction with **East** Fairfax Street to its intersection with Soldiers Rest Lane (the eastern property line of Tax Map Parcel 142A-((A))-17),
- thence in a northeasterly direction with Soldiers Rest Lane, (the eastern property line of Tax Map Parcels 14A2-((A))-17 and 17A) to its intersection with the northern limits of the Town of Berryville,
- thence in a westerly direction with the Berryville town limits to its intersection with **North Buckmarsh Street** (U. S. Route 340),
- thence in a ~~northerly~~ **southerly** direction with ~~U.S. Route 340~~ **North Buckmarsh Street**, to its intersection with ~~Harry Byrd Highway~~, **Mosby Boulevard (Virginia Route 1035)**, the point of beginning.

***Buckmarsh Voting
Election District***

Buckmarsh voting **election** district shall comprise the area bounded as follows:

- Beginning at **the intersection of** Lord Fairfax Highway (U. S. Route 340) with the Jefferson County line,
- thence in a southeasterly direction with the Clarke-Jefferson County line to its intersection with the Loudoun County line,
- thence in a southwesterly direction with the Clarke-Loudoun County line to **Harry Byrd Highway (Virginia Route 7),**
- thence in a westerly direction with Harry Byrd Highway (~~Virginia Route 7~~) to the **its** intersection of **with** Pine Grove Road (Virginia Route 679),
- thence **in a westerly direction** with Pine Grove Road to its intersection with Harry Byrd Highway (**Virginia Route 7**),
- thence with **in a westerly direction with** Harry Byrd Highway to the Shenandoah River,

- thence in a southwesterly direction with the Shenandoah River to a point in the center of the Shenandoah River nearest the intersection of Lockes Mill Road (Virginia Route 613) and Briggs Road (Virginia Route 621),
- thence in a westerly direction with Lockes Mill Road and in a northerly direction with Springsbury Road (both Virginia Route 613) to its intersection with **Jack Enders Boulevard (Route 700)**,
- **thence in a northerly direction with Jack Enders Boulevard to its intersection with** East Main Street (Virginia Route 7 Business),
- thence in a westerly direction with East Main Street to its intersection with ~~Beam Road~~ **First Street** (Virginia Route 615),
- thence in a northeasterly direction with ~~Beam Road~~ **First Street** to its intersection with Fairfax Street,
- thence in a westerly direction with Fairfax Street to Soldiers Rest Lane (the eastern property line of Tax Map Parcel 14A2-((A))-17),
- thence in a northeasterly direction with Soldiers Rest Lane (the eastern property line of Tax Map Parcel 14A2-((A))-17 and 17A) to its intersection with the northern ~~corporate town~~ limits of **the Town of Berryville**,
- thence in a westerly direction with the Berryville town limits to its intersection with **Lord Fairfax Highway** (U. S. Route 340),
- thence in a northeasterly direction with ~~U. S. Route 340~~ **Lord Fairfax Highway** to its intersection with the Jefferson County line, the point of beginning.

*Blue Ridge
Precinct of the
Buckmarsh ~~Voting~~
Election District*

The Blue Ridge Precinct of the Buckmarsh ~~Voting~~ **Election** District described above shall comprise the area bounded as follows:

- Beginning at the intersection of the Clarke-Jefferson County line with the Clarke-Loudoun County line,
- thence in a southwesterly direction with the Clarke-Loudoun County line to Harry Byrd Highway (Virginia Route 7),
- thence in a westerly direction with Harry Byrd Highway to the intersection of Pine Grove Road (Virginia Route 679),
- thence with Pine Grove to its intersection with Harry Byrd Highway **(Virginia Route 7)**,
- thence with Harry Byrd Highway in a westerly direction to the Shenandoah River,
- thence in a northerly direction with the Shenandoah River to the Clarke-Jefferson County line,
- thence in an easterly direction with the Clarke-Jefferson County line, the point of beginning.

The Buckmarsh Precinct shall comprise the remaining area as set forth in the above description of the Buckmarsh ~~voting~~ **election** District.)

*Millwood voting
Election District*

Millwood ~~voting~~ **election** district shall comprise the area bounded as follows:

- Beginning at the intersection of Senseny Road (Virginia Route 657) and Janeville Road (Virginia Route 652),
- thence in an easterly direction with Senseny Road to ~~the~~ **its** intersection with ~~Lord Fairfax Highway (U.S. Route 340)~~ **Westwood Road (Route 636)**,
- **thence in a northeasterly direction with Westwood Road to its intersection with West Main Street (Virginia Route 7 Business)**,
- **thence in a southwesterly direction with West Main Street to corporate limits of the Town of Berryville,**
- **thence in southwesterly and southeasterly direction with the town limits to Alexander Drive,**
- **thence in a southeasterly direction with Alexander Drive to its intersection with Hermitage Boulevard (Virginia Route 1029)**
- **thence in a southeasterly direction with Hermitage Boulevard to its intersection with Dunlap Drive (Virginia Route 1028),**
- **thence in a northeasterly direction with Dunlap Drive to its intersection with Henderson Court (Virginia Route 1027)**
- **thence in a southeasterly direction with Henderson Court to its intersection with Taylor Street (Virginia Route 1006),**
- **thence in a southeasterly direction with Taylor Street to its intersection with South Buckmarsh Street (U.S. Route 340),**
- **thence in a southwesterly direction with South Buckmarsh Street to its intersection with Hermitage Boulevard (Virginia Route 1029),**
- **thence in a southeasterly direction with Hermitage Boulevard to its intersection with South Church Street (Virginia Route 616),**
- **thence in a southwesterly direction with South Church Street to its intersection with South Buckmarsh Street (U.S. Route 340),**
- **thence in a southwesterly direction with South Buckmarsh Street to the corporate limits of the Town of Berryville,**
- thence in a southeasterly direction with the Berryville town limits to **its intersection with the Norfolk Southern Railroad,**
- **thence in a northeasterly direction with the Norfolk Southern Railroad its intersection with Jack Enders Boulevard (Virginia Route 643 700),**
- thence in a ~~northeasterly~~ **northeasterly** direction with Jack Enders Boulevard to its

- intersection ~~with East Main Street (Virginia Route 7 Business),~~
- ~~• thence in a northerly direction to a point where Lord Fairfax Highway intersects the southern limits of the Town of Berryville,~~
 - ~~thence in an easterly direction with the town limits to Springsbury Road (Virginia Route 613),~~
 - thence in a southerly direction with Springsbury Road to its intersection with Lockes Mill Road (Virginia Routes 618 and 613),
 - thence in an easterly direction with Lockes Mill Road (Virginia Route 613) to the intersection of Briggs Road (Virginia Route 621),
 - thence to a point in the center of the Shenandoah River nearest the intersection of Lockes Mill Road and Briggs Road,
 - thence in a northeasterly direction with the Shenandoah River to its intersection with Harry Byrd Highway (Virginia Route 7),
 - thence in an easterly direction with Harry Byrd Highway to ~~the~~ **its** intersection with Pine Grove Road (Virginia Route 679),
 - thence in an easterly direction with Pine Grove Road to its intersection with Harry Byrd Highway (**Virginia Route 7**),
 - thence continuing with Harry Byrd Highway to the Loudoun County line,
 - thence in a southwesterly direction with the Clarke-Loudoun County line to its intersection with John Mosby Highway (U. S. Route 50),
 - thence in a westerly direction with John Mosby Highway to its intersection with Millwood Road (Virginia Route 723),
 - thence continuing in a westerly direction with Millwood Road to a point where Spout Run intersects Millwood Road east of the village of Millwood,
 - thence in a northwesterly direction with Spout Run and its tributary Page Brook Run to a point where Page Brook Run intersects Lord Fairfax Highway (U. S. Route 340),
 - thence in a northeasterly direction with Lord Fairfax Highway to its intersection with ~~Pyletown Road (Virginia Route 620)~~ **Annefield Road (Virginia Route 633)**,
 - thence in a westerly direction with ~~Pyletown Road~~ **Annefield Road** to its intersection with ~~Summerville Road~~ **Janeville Road** (Virginia Route 652),
 - thence with ~~Summerville Road~~ which becomes Janeville Road (~~both Virginia Route 652~~) in a northerly direction to its intersection with Senseny Road (Virginia Route 657), the point of beginning.

*Pine Grove
Precinct of the
Millwood Voting
Election District*

The Pine Grove Precinct of the Millwood Voting **Election** District described above shall comprise the area bounded as follows:

- Beginning **in the center of the Shenandoah River nearest to a point at**

Election District

the intersection of Lockes Mill Road and Briggs Road (Virginia Route 613 and 621),

- thence in a northeasterly direction with the Shenandoah River to its intersection with Harry Byrd Highway (Virginia Route 7),
- thence in an easterly direction with Harry Byrd Highway to the intersection with Pine Grove Road (Virginia Route 679),
- thence in an easterly direction with Pine Grove Road to its intersection with Harry Byrd Highway (***Virginia Route 7***),
- thence continuing with Harry Byrd Highway to the Clarke-Loudoun County line,
- thence in a southwesterly direction with the Clarke-Loudoun County line to its intersection with Morgans Mill Road (Virginia Route 605),
- thence in a westerly direction with Morgans Mill Road, to its intersection with Frogtown Road (Virginia Route 649),
- thence in a southerly direction to Morgan Mill Stream,
- thence in a westerly direction with Morgan Mill Stream to its intersection with the Shenandoah River,
- thence in a northwesterly direction with the Shenandoah River to a point in the center of the Shenandoah River nearest the intersection of Lockes Mill Road and Briggs Road (Virginia Route 613 and 621), the point of beginning.

(The Millwood Precinct shall comprise the remaining area as set forth in the above description of the Millwood ~~Voting~~ ***Election*** District.)

~~Russell Voting~~
Election District

Russell ~~voting~~ ***election*** district shall comprise the area bounded as follows:

- Beginning at a corner of Frederick, Clarke, and Jefferson Counties,
- thence in a southeasterly direction with the Clarke-Jefferson County line to its intersection with Lord Fairfax Highway (U. S. Route 340),
- thence in a southwesterly direction with Lord Fairfax Highway to its intersection with Harry Byrd Highway (Virginia Route 7 Bypass), ***at which point U.S. Route 340 becomes North Buckmarsh Street*** thence in a ~~northwesterly direction with Harry Byrd Highway to the western limits of the Town of Berryville,~~ ***southwesterly direction with North Buckmarsh Street to its intersection with Mosby Boulevard, (Virginia Route 1035),***
- ***thence in a northwesterly direction with Mosby Boulevard to its intersection with Jackson Drive (Virginia Route 1041),***
- ***thence in a southwesterly direction with Jackson Drive to its intersection with West Main Street (Virginia Route 7 Business),***
- ***thence in a northwesterly direction with West Main Street to***

Westwood Road (Virginia Route 636),

- **thence in a southwesterly direction with Westwood Road to its intersection with Senseny Road (Route 657),**
- ~~thence in southwesterly and southeasterly direction with the town limits to Alexander Street,~~
- ~~thence in an southeasterly direction with Alexander Street and Hermitage Boulevard to the southern limits of the Town of Berryville at Lord Fairfax Highway,~~
- ~~thence in a southwesterly direction to its intersection with Senseny Road (Virginia Route 657),~~
- thence in a westerly direction with Senseny Road to the Frederick County Line,
- thence in a northeasterly direction with the Clarke-Frederick County line to the corner of Frederick, Clarke, and Jefferson Counties, the point of beginning.

**White Post Voting
Election District**

White Post voting **election** district shall comprise the area bounded as follows:

- Beginning at a corner between Frederick, Clarke, and Warren Counties,
- thence in a northerly direction with the Frederick and Clarke County line to Senseny Road (Virginia Route 657),
- thence in an easterly direction with Senseny Road to its intersection with Janeville Road (Virginia Route 652),
- thence with Janeville Road ~~which becomes Summerville Road (both Virginia Route 652)~~ in a southerly direction to its intersection with ~~Pyletown Road (Virginia Route 620)~~ **Annefield Road (Virginia Route 633),**
- thence with ~~Pyletown Road~~ **Annefield Road** in a southeasterly direction to its intersection with Lord Fairfax Highway (U.S. Route 340),
- thence in a southerly direction with Lord Fairfax Highway to its intersection with Page Brook Run,
- thence in a southerly direction with Page Brook until it joins Spout Run,
- thence in a southerly direction with Spout Run to a point east of the village of Millwood where Spout Run intersects Millwood Road (Virginia Route 723),
- thence in an easterly direction with ~~Lord Fairfax Highway~~ **Millwood Road** to its intersection with John Mosby Highway (U.S. Route 50),
- thence continuing in an easterly direction with John Mosby Highway to the Loudoun County line,
- thence in a southwesterly direction with the Fauquier County line at its intersection with the Warren County line,

- thence in a westerly direction with the Warren County line to a corner between Frederick, Clarke, and Warren Counties, the point of beginning.

DATE: March 25, 2011

TO: Local Governing Bodies, Virginia Municipal League, and the Virginia Association of Counties

FROM: State Board of Elections (SBE)

RE: Submission Date for Local Redistricting Plans

CC: General Registrars and Electoral Board Members; Mary Spain, Division of Legislative Services; Joshua Lief, Office of the Attorney General

This memorandum provides official guidance and recommendations from the State Board of Elections for your locality's redistricting preparation and preclearance submission to the Department of Justice under Section 5 of the Voting Rights Act.

The SBE is highly recommending an April 29, 2011, submission deadline for your locality's redistricting plans. In addition, the SBE is recommending that your locality seek expedited preclearance review from the Department of Justice (DOJ) of your redistricting plan. The SBE believes an April 29 submission date combined with the possibility of expedited preclearance review will ensure orderly, cost-effective, and successful elections in 2011.

2011 Va. Acts Ch. 3 Schedule Supports Submission on or before April 29, 2011

As you likely know, Governor McDonnell recently signed into law HB1507 (now 2011 Acts of Assembly Chapter 3), a bill that modifies the 2011 election calendar due to the effects of the decennial redistricting process. Subject to preclearance, this legislation moves the primary date from June 14, 2011, to August 23, 2011, while also preserving a full 45-day window for the transmission of overseas absentee ballots for both the primary and general elections. Consequently, absentee ballots for primaries must be sent out by July 8, 2011, and additional deadlines have been pushed into May and June. While elected offices associated with your local redistricting plans may not have primaries, it is extremely important for many reasons that you begin work on your plans immediately. In particular, if local primaries are utilized, timely distribution of those absentee ballots in compliance with the statutory deadline makes it imperative that local redistricting plans be submitted without delay on or before April 29, 2011. The Secretary of the State Board of Elections would have difficulty exercising discretion to waive the 45-day deadline for an emergency created by a failure to plan accordingly.

Historical Precedent Supports Submission on or before April 29, 2011

There is significant historical precedent for the Department of Justice to reject or amend plans causing a delay in preclearance and affecting important ballot preparation and delivery deadlines under the calendar. For example, four localities were directed to delay their Board of Supervisor General Elections in 1991 due to a lack of DOJ preclearance. State law (Va. Code § 24.2-313) makes only limited provision for delaying local governing body and school board elections scheduled for the general election date. Minimizing preclearance delay is essential to avoid unnecessary complication and cost. In sum, the condensed calendar makes it especially important that you prepare and submit your local redistricting plans for preclearance at the earliest possible date. Please keep in mind that under the Voting Rights Act, the locality has the burden to prove that the proposed redistricting plan or other changes meet Section 5 standards. There is no guarantee that this process will go smoothly.

Delay Can Adversely Impact Your Locality

Delayed action on your end could significantly impact your locality financially. There is no way to know for certain whether a state legislative primary will take place in your locality until, at the earliest, May 27 (the earliest official date under Chapter 3 where SBE would know whether or not a particular primary will be held). In the event of your locality's participation in a local, State Senate and/or House of Delegates primary, new voter identification cards must be mailed out to voters affected by redistricting at least 15 days before the primary election (*i.e.*, by Monday, August 8, 2011).¹ Please keep in mind that your General Registrars are working closely with the State Board of Elections in printing voter identification cards and we need the updated information contained in your plans in order to print these cards timely. If your plans are not precleared by the Department of Justice in time for the printing of these voter cards, it is quite likely that a new set of cards will need to be printed and mailed to reflect your local plan.

In addition, SBE is attempting to secure funds to help localities defray the costs of the voter cards; however, the SBE will not pay for printing two sets of voter cards in the event your redistricting plan has not been precleared by the Department of Justice within enough time. Inaction could cost your locality twice as much in printing these cards.

Please keep in mind that your general registrars and Electoral Board members are under considerable stress leading up to an election in any year. The added duties caused by redistricting and the condensed elections calendar compound these pressures. The Commonwealth is under increased scrutiny not only because it is the only state under the Voting Rights Act to hold a General Election in a redistricting year, but also because of heightened scrutiny of timely mailing of military and overseas absentee ballots. There are many challenges to overcome and Virginia will certainly be in the national spotlight this fall. Please do everything you can to provide the time and planning necessary to ensure your general registrars and local electoral boards succeed.

Remember to Request Expedited Review---Suggested Language

In addition to the April 29, 2011, deadline, the SBE also recommends that your legal counsel ask for expedited review when submitting your plan to the Department of Justice. 28 CFR § 51.34 (a) provides that a submitting authority "may request that the submission be given expedited consideration" and "[w]hen a submitting authority demonstrates good cause . . . the Attorney General will attempt to make a decision by the date requested. However, the Attorney General cannot guarantee that such consideration can be given."² Submissions asking for expedited consideration "should explain why such consideration is needed and provide the date by which a determination is required."

Below, please find suggested or sample language that your locality can use when seeking expedited review when submitting your local redistricting plan to the Department of Justice:

Expedited consideration by [insert date 30 days after submission date], is requested to assure absentee ballots can be sent to absent active duty military and overseas applicants at least 45 days before primary elections scheduled for August 23, 2011 under 2011 Va. Acts Ch. 3. Va. Code § 24.2-612 implementing the MOVE Act, as well as Virginia's consent decree in *US v. Cunningham*, Case No. 3:08CV709 (12.14.2010), establish a 45-day standard for sending absentee ballots that cannot be achieved without expedited review. Preclearance on the requested expedited review calendar of 30 days

¹ Please see § 24.2-306 of the Code of Virginia. A new voter card must be sent to all registered voters whose election district, town, precinct or polling place is changed.

² Please see: http://www.justice.gov/crt/about/vot/28cfr/51/subpart_e.php.

instead of 60 days will greatly benefit voters, particularly absent military and overseas citizens, as well as candidates and election officials affected by the redistricting transition.

Closely Monitor Your Submission

SBE recommends taking a proactive approach during the preclearance process. A DOJ redistricting analyst should contact the local submitting official and this would be an opportune time to underscore the need for expedition from DOJ. If you have not heard from DOJ by Day 10 after submission, you should take the initiative to contact the Voting Section with a phone call and reiterate your desire for expedited preclearance to facilitate the mailing of absentee ballots to overseas civilian and military voters. Further, if you have not received a response on your request from the Department of Justice after 30 days, then SBE recommends you again contact DOJ's Voting Rights Section of the Civil Rights Division and inquire as to status of submission.

Resources on Preclearance Process

These suggestions are consistent with Virginia Division of Legislative Services' (DLS) guidance, in particular its suggested Redistricting Calendar recommending that preclearance submissions should follow "as promptly as possible" adoption of local redistricting plans in March and April, 2011.³ DLS's publications, along with Chapter 25 of the General Registrars and Electoral Board Members Handbook,⁴ provide important practical guidance for specifics on the redistricting process, including information on the preclearance process. SBE staff is also available at your convenience to discuss the 2011 elections calendar and other items contained in this memo.

Sincerely,



Donald Palmer
Secretary,
State Board of Elections

³ *Guide to Redistricting for 2011*, <http://redistricting.dls.virginia.gov/2010/Data/Publications/GuideRedist2011.pdf> (suggested Calendar timeline on pdf page 45); Additional publications, including the March 2011 Part 2 *Drawing the Line* are available here: <http://redistricting.dls.virginia.gov/2010/Publications.aspx>.

⁴ Available here: <http://townhall.virginia.gov/L/ViewGDoc.cfm?gdid=4333> The *Handbook* is being updated to reflect more recent DLS guidance.

Utter: Wra Walwyn

Reudates: 4/5 & 4/12

Cost: \$299.20

Thank you
Danya Cagle

Public Hearing Notice

The Clarke County Board of Supervisors will hold public hearing on Tuesday, April 19, 2011 at 8:30 pm or as soon thereafter as the matter may be heard in the Berryville Clarke County Government Center Main Meeting Room, 101 Chalmers Court, 2nd Floor, Berryville, VA, to consider the following matter:

PH 11-06 Secondary Six-Year Plan for Fiscal Years 2012 thru 2017 and the Secondary System Construction Budget for FY2012 The Virginia Department of Transportation and the Board of Supervisors of Clarke County, in accordance with Section 33.1-70.01 of the Code of Virginia. The purpose of this public hearing is to receive public comment on the proposed Plan and Budget. Copies of the proposed Plan and Budget may be reviewed at the Edinburg Residency of the Virginia Department of Transportation, located at 14031 Old Valley Pike, Edinburg, VA, or at the Clarke County Administrative offices at 101 Chalmers Court, Suite B, Berryville, VA 22611. All projects in the Secondary Six-Year Plan that are eligible for federal funds will be included in the Statewide Transportation Improvement Program (STIP) that documents how Virginia will obligate federal transportation funds. Persons requiring special assistance to attend and participate in this hearing should contact the Virginia Department of Transportation at (1-800-367-7623).

David L. Ash - County Administrator

2011-04-19 BOS-VDOT Six Year Budget Plan



PH 11-06 Public Hearing Notice Secondary Six-Year Plan for Fiscal Years 2012 through 2017 and the Secondary System Construction Budget for Fiscal Year 2012

The Virginia Department of Transportation and the Board of Supervisors of Clarke County, in accordance with Section 33.1-70.01 of the Code of Virginia, will conduct a joint public hearing in the Main Meeting Room of the Berryville Clarke County Government Center, 2nd Floor, 101 Chalmers Court, Berryville, VA at 6:30 pm on April 19, 2011.

The purpose of this public hearing is to receive public comment on the proposed Secondary Six-Year Plan for Fiscal Years 2012 through 2017 in Clarke County, and on the Secondary System Construction Budget for Fiscal Year 2012.

Copies of the proposed Plan and Budget may be reviewed at the Edinburg Residency of the Virginia Department of Transportation, located at 14031 Old Valley Pike, Edinburg, Virginia, or at the Clarke County Administrative offices located at 101 Chalmers Court, Suite B, Berryville, VA 22611.

All projects in the Secondary Six-Year Plan that are eligible for federal funds will be included in the Statewide Transportation Improvement Program (STIP) that documents how Virginia will obligate federal transportation funds. Persons requiring special assistance to attend and participate in this hearing should contact the Virginia Department of Transportation at (1-800-367-7623). Persons wishing to speak at this public hearing should contact the Clarke County Board of Supervisors at 540-955-5175. Normal 0

If weather or other conditions make it hazardous for members to attend, then, the matter shall be heard at 1:00 pm on the Thursday following the regularly scheduled Tuesday. All hearings previously advertised shall be conducted at the continued meeting. In the event said day falls upon any legal holiday, the meeting shall be held on the next following regular business day.

**CLARKE COUNTY
SECONDARY SYSTEM IMPROVEMENT PLAN
MAJOR PROJECTS
2011/2012 through 2016/2017**

ROUTE	ROAD NAME	FROM	TO	AVERAGE DAILY TRAFFIC COUNT	DESCRIPTION OF WORK	VICINITY	ESTIMATED COST	TENTATIVE AD/START DATE	COMMENTS
636	Westwood Rd./ Mosby Blvd.	0.16 miles S Rt. 7 Bus	0.39 miles N Rt. 7 Bus	560	Reconstruction	Town of Berryville	\$3,620,070	1/2012	Approx. \$250K=300K Short on funding
604	Ebenezer Road	S Rt. 607	.4 miles S Rt. 607	100	Reconstruction	Bluemont	\$815,559	10/2010	Fully funded under rural rustic concept
761	Old Charlestown Road	At Frederick/Clarke Co line		1200	Replace bridge structure		\$1,366,492	6/2017	Federal Funds
723	Main Street	0.13 miles E Rt. 340	0.16 miles E Rt. 340	1000	Reconstruction SW & gurb/gutter	Town of Boyce	\$144,468	9/2011	Revenue Sharing
* 723	Old Winchester Road	.05 miles E County line	.05 miles W County line	880	Replace bridge structure		\$1,258,038	10/2014	Federal Funds

UN/SH-Unscheduled

*Listed in Frederick County's Secondary Plan

**CLARKE COUNTY
SECONDARY SYSTEM IMPROVEMENT PLAN
NEW HARDSURFACE PROJECTS
2011/2012 through 2016/2017**

PRIORITY	ROUTE	ROAD NAME	FROM	TO	LENGTH(miles)	AVERAGE DAILY TRAFFIC COUNT	VICINITY	ESTIMATED COST	TENTATIVE AD/START DATE	COMMENTS
1)	604	Ebenezer Road	0.4 mi S Rt. 607	Int. Rt. 605	1.4 miles	100		Est. Cost \$280,000	5/2012	Potential Rural Rustic

UN/SH-Unscheduled

**CLARKE COUNTY
SIX YEAR PLAN
Unprioritized/Unfunded Projects
For Unpaved Roads**

ROUTE	ROAD NAME	FROM	TO	AVERAGE DAILY TRAFFIC COUNT	LENGTH (miles)	REQUEST	COMMENTS
639	Allen Road	Rt. 611	0.9 mi W Rt. 611	170	0.9 Miles	Potential Rural Rustic	Est. Cost \$180,000
639	Allen Road	0.90 mi W Rt. 611	Int. Rt. 632	170	1.67 Miles	Potential Rural Rustic	Est. Cost \$334,000

CLARKE COUNTY SIX YEAR PLAN Unprioritized/Unfunded Projects

ROUTE	ROAD NAME	FROM	TO	AVERAGE DAILY TRAFFIC COUNT	LENGTH (miles)	REQUEST	COMMENTS

Clarke

lwalburn@clarkecounty.gov

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Clarke County Board of Supervisors Report - April 19,2011

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

Thu, Apr 14, 2011 09:49 AM

Subject : Clarke County Board of Supervisors Report - April 19,2011

To : info@clarkecounty.gov

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

Dave, the following is the report for the Board of Supervisors meeting on April 19, 2011. I plan to be in attendance should you have any questions. As previously discussed, this will be presented at the night meeting on that date in addition to the short presentation for the SYP Public Hearing.

Maintenance:

Work completed in March – Conducted pipe cleaning operations along Rte. 601; Performed grading operations on non-hard surfaced Rtes. 603, 604, 605, 621, 639, 644 and 652; Performed street sweeping in the Town of Berryville; Conducted Boom Axe operations on Rtes. 612 and 658 and brush cutting along Rte. 612 with state forces; Performed brush cutting along Rte. 761 with contractors; Repaired potholes at various locations throughout the County; Performed litter pick up on Rtes. 7, 50 and 340; Continued County wide sign repair and replacement and made shoulder repairs along Rte.7.

Work Planned for April – Continue with litter pick up and brush cutting along various routes utilizing contractors; Continue pipe cleaning operations along Rte. 601; Perform pipe replacement on Rte. 606; Conduct patching operations on various routes and use contractors to pave on primary routes; Perform street sweeping in the Town of Boyce and perform dust control on non-hard surfaced roads; Continue with Boom Axe operations and sign repair/replacement at various locations throughout the County.

Other projects:

Route 636, Mosby Road – Held FI meeting on April 14, 2011. Project is continuing to move forward on schedule. Updated estimate indicates that project is fully funded excluding additional lighting on Mosby Road extended.

Route 604 – Still on schedule

Route 723 – While no official decision has been made, the Town of Boyce has signaled its intention to abandon the project.

Please let me know if you have any questions.

Thanks,

ED

Clarke County Board of Supervisors

VDOT Continued Discussion Route 7 Crossover Recommendations

Crash Date	Crash Time	Day Of Week	Route Or Street Name	Crash Severity	Non Pedestrian Fatality Count	Non Pedestrian Injury Count	Collision Type
3/9/1990	13:00	Fri	7	fatal crash	1	2	2. Angle
4/8/1990	15:00	Sun	7	property damage crash	0	0	2. Angle
4/29/1990	1:00	Sun	7	property damage crash	0	0	9. Fixed Object - Off Road
5/25/1990	12:00	Fri	7	injury crash	0	1	9. Fixed Object - Off Road
7/27/1990	21:00	Fri	7	property damage crash	0	0	1. Rear End
8/21/1990	0:00	Tue	7	injury crash	0	2	9. Fixed Object - Off Road
9/7/1990	20:00	Fri	7	injury crash	0	1	9. Fixed Object - Off Road
10/14/1990	19:00	Sun	7	injury crash	0	2	2. Angle
10/18/1990	0:00	Thu	7	injury crash	0	2	8. Non-Collision
10/20/1990	23:00	Sat	7	injury crash	0	1	8. Non-Collision
12/15/1990	3:00	Sat	7	property damage crash	0	0	10. Deer
1/3/1991	16:00	Thu	7	property damage crash	0	0	10. Deer
1/7/1991	8:00	Mon	7	property damage crash	0	0	9. Fixed Object - Off Road
6/2/1991	2:00	Sun	7	injury crash	0	1	9. Fixed Object - Off Road
8/10/1991	1:00	Sat	7	property damage crash	0	0	9. Fixed Object - Off Road
9/20/1991	10:00	Fri	7	property damage crash	0	0	10. Deer
11/2/1991	6:00	Sat	7	property damage crash	0	0	9. Fixed Object - Off Road
12/21/1991	16:00	Sat	7	property damage crash	0	0	9. Fixed Object - Off Road
12/30/1991	20:00	Mon	7	property damage crash	0	0	1. Rear End
1/12/1992	2:00	Sun	7	property damage crash	0	0	11. Other Animal
5/16/1992	8:00	Sat	7	property damage crash	0	0	2. Angle
6/11/1992	20:00	Thu	7	injury crash	0	1	10. Deer
12/5/1992	8:00	Sat	7	property damage crash	0	0	9. Fixed Object - Off Road
12/11/1992	15:00	Fri	7	injury crash	0	2	2. Angle
2/21/1993	16:00	Sun	7	property damage crash	0	0	9. Fixed Object - Off Road
8/2/1993	6:00	Mon	7	property damage crash	0	0	9. Fixed Object - Off Road
9/12/1993	3:00	Sun	7	injury crash	0	1	9. Fixed Object - Off Road
10/13/1993	2:00	Wed	7	property damage crash	0	0	9. Fixed Object - Off Road
3/22/1994	5:00	Tue	7	injury crash	0	1	9. Fixed Object - Off Road
3/30/1994	13:00	Wed	7	property damage crash	0	0	9. Fixed Object - Off Road
4/19/1994	15:00	Tue	7	injury crash	0	1	2. Angle
5/10/1994	15:00	Tue	7	property damage crash	0	0	1. Rear End
6/10/1994	15:00	Fri	7	property damage crash	0	0	1. Rear End
6/23/1994	8:00	Thu	7	property damage crash	0	0	9. Fixed Object - Off Road
7/14/1994	2:00	Thu	7	injury crash	0	1	8. Non-Collision
10/18/1994	20:00	Tue	7	property damage crash	0	0	9. Fixed Object - Off Road
1/13/1995	17:00	Fri	7	injury crash	0	1	9. Fixed Object - Off Road
2/3/1995	19:00	Fri	7	injury crash	0	1	9. Fixed Object - Off Road
3/25/1995	5:00	Sat	7	injury crash	0	1	9. Fixed Object - Off Road
8/30/1995	12:00	Wed	7	property damage crash	0	0	9. Fixed Object - Off Road
9/13/1995	1:00	Wed	7	property damage crash	0	0	9. Fixed Object - Off Road
11/3/1995	22:00	Fri	7	injury crash	0	1	9. Fixed Object - Off Road
1/2/1996	15:00	Tue	7	property damage crash	0	0	9. Fixed Object - Off Road
2/25/1996	15:00	Sun	7	injury crash	0	2	9. Fixed Object - Off Road
3/10/1996	1:00	Sun	7	property damage crash	0	0	9. Fixed Object - Off Road
4/27/1996	12:00	Sat	7	injury crash	0	2	2. Angle
6/20/1996	4:00	Thu	7	injury crash	0	1	9. Fixed Object - Off Road
7/13/1996	6:00	Sat	7	property damage crash	0	0	2. Angle
7/26/1996	16:00	Fri	7	injury crash	0	2	2. Angle
11/30/1996	7:00	Sat	7	property damage crash	0	0	6. Fixed Object in Road
12/23/1996	7:00	Mon	7	injury crash	0	1	9. Fixed Object - Off Road
1/17/1997	16:00	Fri	7	injury crash	0	1	2. Angle
2/28/1997	15:00	Fri	7	property damage crash	0	0	1. Rear End
4/1/1997	18:00	Tue	7	injury crash	0	1	2. Angle
5/5/1997	13:00	Mon	7	injury crash	0	1	4. Sideswipe - Same Direction

Crash Date	Crash Time	Day Of Week	Route Or Street Name	Crash Severity	Non Pedestrian Fatality Count	Non Pedestrian Injury Count	Collision Type
6/14/1997	20:00	Sat	7	injury crash	0	1	9. Fixed Object - Off Road
7/12/1997	0:00	Sat	7	injury crash	0	1	9. Fixed Object - Off Road
8/2/1997	22:00	Sat	7	fatal crash	3	2	8. Non-Collision
10/13/1997	23:00	Mon	7	property damage crash	0	0	11. Other Animal
10/25/1997	0:00	Sat	7	injury crash	0	2	9. Fixed Object - Off Road
1/27/1998	21:00	Tue	7	property damage crash	0	0	9. Fixed Object - Off Road
1/27/1998	21:00	Tue	7	property damage crash	0	0	1. Rear End
5/1/1998	17:00	Fri	7	injury crash	0	1	9. Fixed Object - Off Road
9/13/1998	2:00	Sun	7	property damage crash	0	0	9. Fixed Object - Off Road
12/4/1998	15:00	Fri	7	injury crash	0	1	4. Sideswipe - Same Direction
1/14/1999	16:00	Thu	7	property damage crash	0	0	9. Fixed Object - Off Road
9/4/1999	3:00	Sat	7	property damage crash	0	0	9. Fixed Object - Off Road
9/18/1999	3:00	Sat	7	property damage crash	0	0	8. Non-Collision
11/12/1999	8:00	Fri	7	property damage crash	0	0	10. Deer
11/15/1999	23:00	Mon	7	property damage crash	0	0	10. Deer
1/27/2000	18:00	Thu	7	injury crash	0	1	9. Fixed Object - Off Road
6/19/2000	16:00	Mon	7	property damage crash	0	0	1. Rear End
7/24/2000	18:00	Mon	7	property damage crash	0	0	4. Sideswipe - Same Direction
9/17/2000	5:00	Sun	7	property damage crash	0	0	10. Deer
10/15/2000	1:00	Sun	7	property damage crash	0	0	10. Deer
10/21/2000	3:00	Sat	7	injury crash	0	1	9. Fixed Object - Off Road
10/27/2000	4:00	Fri	7	property damage crash	0	0	10. Deer
11/23/2000	9:00	Thu	7	injury crash	0	1	9. Fixed Object - Off Road
11/24/2000	17:00	Fri	7	injury crash	0	2	2. Angle
2/14/2001	16:00	Wed	7	injury crash	0	3	9. Fixed Object - Off Road
3/11/2001	11:00	Sun	7	injury crash	0	2	9. Fixed Object - Off Road
5/11/2001	7:00	Fri	7	injury crash	0	1	9. Fixed Object - Off Road
6/28/2001	16:00	Thu	7	injury crash	0	3	2. Angle
6/29/2001	10:00	Fri	7	property damage crash	0	0	4. Sideswipe - Same Direction
6/29/2001	20:00	Fri	7	injury crash	0	1	9. Fixed Object - Off Road
10/18/2001	17:00	Thu	7	injury crash	0	2	1. Rear End
12/27/2001	17:00	Thu	7	injury crash	0	1	2. Angle
4/23/2002	19:00	Tue	7	property damage crash	0	0	10. Deer
6/17/2002	11:00	Mon	7	property damage crash	0	0	8. Non-Collision
6/25/2002	23:00	Tue	7	property damage crash	0	0	8. Non-Collision
8/23/2002	15:00	Fri	7	injury crash	0	1	9. Fixed Object - Off Road
1/27/2003	19:00	Mon	7	property damage crash	0	0	10. Deer
2/27/2003	19:00	Thu	7	property damage crash	0	0	8. Non-Collision
6/10/2003	8:00	Tue	7	injury crash	0	3	9. Fixed Object - Off Road
8/25/2003	7:00	Mon	7	property damage crash	0	0	2. Angle
9/19/2003	20:00	Fri	7	injury crash	0	1	9. Fixed Object - Off Road
10/30/2003	18:00	Thu	7	injury crash	0	2	4. Sideswipe - Same Direction
11/28/2003	21:00	Fri	7	property damage crash	0	0	10. Deer
12/8/2003	4:00	Mon	7	property damage crash	0	0	10. Deer
1/30/2004	17:30	Fri	7	injury crash	0	2	1. Rear End
2/21/2004	15:20	Sat	7	property damage crash	0	0	9. Fixed Object - Off Road
3/24/2004	8:30	Wed	7	injury crash	0	1	1. Rear End
4/4/2004	23:30	Sun	7	injury crash	0	1	9. Fixed Object - Off Road
4/29/2004	18:00	Thu	7	injury crash	0	1	8. Non-Collision
5/9/2004	1:40	Sun	7	property damage crash	0	0	9. Fixed Object - Off Road
5/27/2004	17:30	Thu	7	property damage crash	0	0	1. Rear End
9/7/2004	9:10	Tue	7	property damage crash	0	0	9. Fixed Object - Off Road
11/7/2004	5:25	Sun	7	property damage crash	0	0	10. Deer
12/16/2004	8:15	Thu	7	property damage crash	0	0	2. Angle
1/23/2005	9:20	Sun	7	property damage crash	0	0	9. Fixed Object - Off Road

Crash Date	Crash Time	Day Of Week	Route Or Street Name	Crash Severity	Non Pedestrian Fatality Count	Non Pedestrian Injury Count	Collision Type
2/11/2005	15:45	Fri	7	property damage crash	0	0	1. Rear End
2/18/2005	8:45	Fri	7	property damage crash	0	0	9. Fixed Object - Off Road
3/15/2005	2:10	Tue	7	injury crash	0	1	9. Fixed Object - Off Road
5/23/2005	22:15	Mon	7	property damage crash	0	0	9. Fixed Object - Off Road
7/22/2005	21:40	Fri	7	injury crash	0	1	9. Fixed Object - Off Road
12/5/2005	21:45	Mon	7	property damage crash	0	0	9. Fixed Object - Off Road
1/20/2006	19:20	Fri	7	injury crash	0	1	8. Non-Collision
1/23/2006	13:00	Mon	7	property damage crash	0	0	9. Fixed Object - Off Road
2/11/2006	19:52	Sat	7	property damage crash	0	0	9. Fixed Object - Off Road
4/5/2006	14:57	Wed	7	injury crash	0	1	9. Fixed Object - Off Road
7/31/2006	19:53	Mon	7	property damage crash	0	0	9. Fixed Object - Off Road
8/26/2006	11:09	Sat	7	fatal crash	1	3	8. Non-Collision
9/18/2006	5:55	Mon	7	injury crash	0	1	9. Fixed Object - Off Road
10/13/2006	15:25	Fri	7	property damage crash	0	0	1. Rear End
10/16/2006	0:17	Mon	7	property damage crash	0	0	10. Deer
10/29/2006	22:55	Sun	7	property damage crash	0	0	10. Deer
11/4/2006	22:45	Sat	7	property damage crash	0	0	9. Fixed Object - Off Road
12/17/2006	15:30	Sun	7	injury crash	0	3	9. Fixed Object - Off Road
1/1/2007	22:35	Mon	7	property damage crash	0	0	10. Deer
3/15/2007	7:45	Thu	7	injury crash	0	1	9. Fixed Object - Off Road
3/16/2007	12:15	Fri	7	property damage crash	0	0	9. Fixed Object - Off Road
5/8/2007	17:15	Tue	7	injury crash	0	1	4. Sideswipe - Same Direction
5/17/2007	11:30	Thu	7	property damage crash	0	0	8. Non-Collision
7/30/2007	18:15	Mon	7	injury crash	0	1	4. Sideswipe - Same Direction
8/31/2007	1:25	Fri	7	injury crash	0	3	9. Fixed Object - Off Road
9/3/2007	2:28	Mon	7	property damage crash	0	0	9. Fixed Object - Off Road
10/19/2007	9:45	Fri	7	injury crash	0	2	2. Angle
1/25/2008	14:00	Fri	7	injury crash	0	1	2. Angle
2/15/2008	14:30	Fri	7	injury crash	0	1	6. Fixed Object in Road
4/4/2008	16:04	Fri	7	property damage crash	0	0	4. Sideswipe - Same Direction
4/7/2008	21:55	Mon	7	property damage crash	0	0	9. Fixed Object - Off Road
4/7/2008	22:08	Mon	7	property damage crash	0	0	1. Rear End
6/26/2008	16:20	Thu	7	injury crash	0	1	2. Angle
6/30/2008	16:00	Mon	7	injury crash	0	1	9. Fixed Object - Off Road
7/4/2008	13:35	Fri	7	property damage crash	0	0	4. Sideswipe - Same Direction
10/25/2008	8:15	Sat	7	injury crash	0	2	10. Deer
11/15/2008	16:00	Sat	7	injury crash	0	1	9. Fixed Object - Off Road
11/17/2008	17:00	Mon	7	property damage crash	0	0	4. Sideswipe - Same Direction
12/4/2008	17:05	Thu	7	injury crash	0	1	9. Fixed Object - Off Road
12/16/2008	14:25	Tue	7	property damage crash	0	0	1. Rear End
1/23/2009	23:30	Fri	7	property damage crash	0	0	9. Fixed Object - Off Road
1/27/2009	18:20	Tue	7	injury crash	0	5	2. Angle
6/23/2009	23:32	Tue	7	fatal crash	1	0	9. Fixed Object - Off Road

Total

6

104

Reported crash experience for most recent: 20.3 -year period

"RNS" records show crashes:

From: **1990-03(Mar)-09**

To: **2010-06(Jun)-30**

Functional Class: Rural Principal Arterial-Other

Route: VA-7

Between State Milepost: 6.00

and State Milepost: 7.80 for a distance of: **1.80** miles

AADT: 25,000 vpd

According to our records, the total number of reported **crashes** for this section of highway is: 153

And, the total number of reported **injuries** for this section of highway is: 104

And, the total number of reported **fatalities** for this section of highway is: 6

The published **2007** Summary of Crash Data indicates:

The **crash** rate for this section of highway is: 45.83 per 100 million VMT

The **injury** rate for this section of highway is: 31.16 per 100 million VMT

The **fatality** rate for this section of highway is: 1.80 per 100 million VMT

For Interstate, Primary and Secondary highways:

The published **2007** Summary of Crash Data indicates:

For this **Facility Type** of roadway: (4-lane, Divided, No Control of Access)

The district wide average crash rate is: 231 per 100 million VMT

The district wide average injury rate is: 113 per 100 million VMT

The district wide average fatality rate is: 2.15 per 100 million VMT

Tabulated Data

Accidents	Injuries	Fatalities				% of Total
153			Total Accidents			
	104		Total Injuries			68.0%
		6	Total Fatalities			3.9%
Accidents	Injuries	Fatalities		% of Total	% of Total	% of Total
15	5	0	1. Rear End	9.8%	3.3%	0.0%
20	28	1	2. Angle	13.1%	18.3%	0.7%
0	0	0	3. Head On	0.0%	0.0%	0.0%
10	6	0	4. Sideswipe - Same Direction	6.5%	3.9%	0.0%
0	0	0	5. Sideswipe - Opposite Direction	0.0%	0.0%	0.0%
2	1	0	6. Fixed Object in Road	1.3%	0.7%	0.0%
0	0	0	7. Train	0.0%	0.0%	0.0%
12	11	4	8. Non-Collision	7.8%	7.2%	2.6%
74	50	1	9. Fixed Object - Off Road	48.4%	32.7%	0.7%
18	3	0	10. Deer	11.8%	2.0%	0.0%
2	0	0	11. Other Animal	1.3%	0.0%	0.0%
0	0	0	12. Ped	0.0%	0.0%	0.0%
0	0	0	13. Bicyclist	0.0%	0.0%	0.0%
0	0	0	14. Motorcyclist	0.0%	0.0%	0.0%
0	0	0	15. Backed Into	0.0%	0.0%	0.0%
0	0	0	16. Other	0.0%	0.0%	0.0%
153	104	6	TOTAL	100.0%	68.0%	3.9%

Note: Only crashes involving an injury or fatality or property damage exceeding \$1,500 are reportable and available through the Department of Motor Vehicles (DMV).

Note: Due to the time required for DMV to process and code reported crashes, data for the previous six (6) months may not be available.

Note: Accident quantities show the number of individual incidents that occur, whereas, Injury & Fatality quantities show victim totals which may or may not be more than one per incident.

i.e. One accident may have three injury victims involved.



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COMMONWEALTH of VIRGINIA

DEPARTMENT OF TRANSPORTATION

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

GREGORY A. WHIRLEY
COMMISSIONER

April 5, 2011

Mr. David Ash, County Administrator
Clarke County
102 North Church Street
Berryville, Virginia 22611

Dear Mr. Ash:

I am writing to inform you of the Fiscal Year 12-17 Six-Year Improvement Program Public Hearings (SYIP) being conducted by the Commonwealth Transportation Board. (CTB)

The CTB will conduct these public hearings in your area and invite your comments about essential projects and programs to be included in the Fiscal Year 2012-2017 Six-Year Improvement Program (FY12-17 SYIP), including highway, rail and public transportation initiatives.

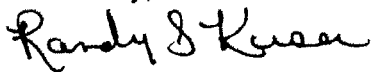
These projects and programs represent important improvements to address safety, congestion and preservation of Virginia's transportation network. It is important that we hear from you and your constituents about those projects you feel are the highest priority for the state's limited transportation funds.

The public hearing for citizens in our region will start at 6 p.m. on May 12, 2011 in Salem, Virginia at the VDOT Salem District Auditorium, 731 Harrison Avenue, Salem, Virginia 24153. Written comments may also be submitted during this informal session with a three-minute speaking limitation, or they may be mailed or e-mailed afterwards. I have attached a copy of all the hearing dates and locations in case you are not able to attend the public hearing at the Salem District.

I encourage you to attend the public hearing in our region, or one of the other hearings listed on the attachment list if it is more convenient for you. If you cannot attend the briefing or hearing, you may send your comments to Programming Director at 1401 E. Broad Street, Richmond, VA 23219 or e-mail them to Six-YearProgram@vdot.virginia.gov.

I truly appreciate your attendance at this session. If you have any questions prior to the meeting, please contact me at 540-332-9091.

Sincerely,

A handwritten signature in black ink that reads "Randy S. Kiser". The signature is written in a cursive style with a large, stylized "R" and "K".

Randy S. Kiser
Staunton District Administrator

Attachment

**FY12-17 SYIP
Public Hearings**

Districts (Host districts are bolded)	Proposed Locations	Tentative Date
Richmond, Culpeper, Fredericksburg	VDOT Central Office Auditorium	May 18, 2011, 6 PM
Northern Virginia	VDOT District Office Potomac Conference Center, 4975 Alliance Drive, Suite 1N201, Fairfax, VA 22030	May 4, 2011, 7 PM
Hampton Roads	Hampton Roads Planning District Commission 723 Woodlake Drive, Chesapeake, VA 23320	April 27, 2011, 6 PM
Salem, Bristol, Lynchburg, Staunton	Salem District Auditorium, 731 Harrison Avenue, Salem, VA 24153	May 12, 2011, 6 PM

2011 April 19

Programming Director
Virginia Department of Transportation
1401 East Broad Street
Richmond, VA 22207

The Clarke County Board of Supervisors has reviewed its priorities for primary road improvements in the County and requests the Commonwealth Transportation Board to allocate available funds accordingly. The following list of projects has been put before the CTB for many years. We realize that the Commonwealth's transportation improvements are being made within severe financial limitations; nevertheless, we feel that these projects are of significant benefit to the Commonwealth as well as Clarke County.

Currently, two projects are underway that the County would like to be completed:

1. *Rt. 7 Business (West Main Street)/ Rt. 636 (Westwood Rd) intersection and Rt. T-1035 (Mosby Boulevard) extension on west side of Berryville*
This project is the County's top priority, as it will serve the new county high school that is under construction as well as two existing schools.
2. *Waterloo Intersection (Rts. 17/50 [John Mosby Highway] and Rt. 340 [Lord Fairfax Highway])*
This project was first put on our priority list in 1992. Partial funding for engineering design has been approved and we ask for full funding to complete the design phase of this project.

The County's priorities for future projects are:

1. *Rt. 340 (Lord Fairfax Highway) and Rt. 657 (Senseny Road) intersection .5 miles south of Berryville*
This project has been on our list of priorities since 1998. This continues to be a very unsafe intersection.
2. *Rt. 7 (Harry Byrd Highway) and Rt. 612 (Shepherds Mill Road) intersection 3 miles east of Berryville*
This intersection is unsafe due to sight distance and increases volume of traffic
3. *Double Tollgate (Intersection of Rts. 277, 340, and 522)*
This project has been a priority since 1997; traffic volumes on Rt. 522 increased 34% from 2001 to 2009.
4. *Rt. 340 Drainage in the Town of Boyce*
This project has been on our list of priorities since 2003.
5. *Rt. 7 Business on east side of Berryville (approximately .94 miles of Primary Highway)*
This project has been on our list of priorities since 1995.
6. *Park and Ride lot on Rt 7, preferably located in Frederick County, origin of most commuter traffic*
Commuter traffic on Rt. 7 increased 55% from 2001 to 2009; alternatives to SOVs must be provided.
7. *Rt. 7 Business on the west side of Berryville (approx. 1.2 miles of Primary Highway)*
This project has been on our list of priorities since 1992.

Attached is the Transportation Component of the County Comprehensive Plan, containing a more detailed description of each project. Again, we appreciate any assistance you can provide.

Michael Hobert, Chairman

Copy: Dr. James A. Davis, Virginia Commonwealth Transportation Board

Clarke County Board of Supervisors

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Adjournment

Clarke County Board of Supervisors

Monthly Reports:

1. Building Department
2. Commissioner of the Revenue
3. Cooperative Extension – 4-H
4. Virginia Regional Transport
5. Energy Management Update

**COUNTY OF CLARKE
BUILDING PERMIT REPORT
FOR THE MONTH ENDING 3-31-2011**

NEW RESIDENTIAL

SINGLE FAMILY STRUCTURES

Owner/Contractor Location	Description	Est Cost
SMITH, BRIAN SCOTT JR/SELF CONTRACTOR 143 BOLDEN LANE 20135	1sty DWELLING ON EXST FOUNDATI	148,000
MACLEAN, SOLANGE J BINDA/NICHOLLS CONSTRUCTION, INC 267 SHENANDOAH RIVER LANE 2	2sty MODULAR DWELLING + ELEC +	312,000
WHITE POST DAIRY, LLC/SELF CONTRACTOR 309 HICKORY GREEN LANE 2266	1sty MODULAR DWELLING(REPL DWE	147,000
JOHNSON, ROBERT F & SCHAFER/WEBB & SONS CONSTRUCTION, IN 187 PLEASANT LANE 22611	1sty DWELLING + ELEC + MECH +	391,000
	SUBTOTAL: 4	998,000
	TOTAL: 4	998,000

RESIDENTIAL RENOVATIONS

Owner/Contractor Location	Description	Est Cost
TURMAN, RHONDA L & PRIPUTEN/SELF CONTRACTOR 642 BISHOP MEADE ROAD 22646	FINISH BASEMENT + ELECTRIC + P	48,000
	TOTAL: 1	48,000

MISC BUILDING PERMITS

Owner/Contractor	Description	Est Cost
JOHNSON, JERRY L/SELF CONTRACTOR	REMODEL + USE CHANGE + C/O FOR	94,000
MYERS, TANYA A/SELF CONTRACTOR	REAR DECK (12'8" x 8')	2,000
TOWN OF BOYCE/H & W CONSTRUCTION CO, INC	REMODEL RESTROOM @ BOYCE TOWN	5,000

**COUNTY OF CLARKE
 BUILDING PERMIT REPORT
 FOR THE MONTH ENDING 3-31-2011**

MISC BUILDING PERMITS

Owner/Contractor	Description	Est Cost
MYERS, EARL S/SELF CONTRACTOR	REPLACE PORCH W/ DECK (8' x 8')	1,000
LONG, VERONICA L & LESTER L/A BUILDING COMPANY, INC	DET GARAGE W/ 2ND FL LIVING SP	97,000
CLARKE COUNTY HISTORICAL AS/SELF CONTRACTOR (GRAND RENTA	TENT FOR WEDDING TO BE HELD 6/	0
ROSIER, TROY S & JULIANNE/SELF CONTRACTOR	REAR DECK (112')	2,000
LLOYD, ROBERT H & SALLY L/SELF CONTRACTOR	STORAGE BLDG/PAVILLION (24'x24	8,000
DIAMANTES, DAVID & BONITA K/RIVER POOLS & SPAS, INC	IN-GRD POOL (30'x15';3'-6' DEP	30,000
MAKIN, SARAH/SELF CONTRACTOR	REM PORCH INTO DINING RM (80')	7,000
POE, ALVIN B JR & KIMBERLY/SELF CONTRACTOR	REMODEL KITCHEN + BATH (MIN RE	13,000
PRITCHARD, RANDY D & STEPHA/SELF CONTRACTOR	TENT FOR WEDDING TO BE HELD 5/	0
HUNTINGDON GATE HOUSE, LLC/SELF CONTRACTOR	NEW INSUL, DRYWALL, REBLD PORCH	0
	TOTAL:	13 259,000

Total # of Building Permits Issued: 18
Total Estimated Cost: 1,305,000
Total Revenue Collected: 11,809.15

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

Electrical: 24
 Mechanical: 15
 Plumbing: 10
 Fire Prot.: 10

COUNTY OF CLARKE

RECAP BY PROJECT TYPE FOR THE MONTH ENDING: 3-31-2011

Page: 1

<u>Project Description</u>	<u>#</u>	<u>VALUE</u>
ADDITION/REMODEL SINGLE FAMILY	1	48,000
DECK/PORCH	3	5,000
ELECTRIC PERMITS	24	0
FIRE PROTECTION PERMIT	1	0
MECHANICAL PERMITS	15	0
NEW RESIDENCE SINGLE FAMILY	4	998,000
NEW SINGLE FAMILY GARAGE	1	97,000
PLUMBING PERMITS	10	0
SWIMMING POOL/SPA	1	30,000
REMODEL-MINIMUM FEE	5	119,000
STORAGE SHED	1	8,000
TENTS OVER 900'	2	0
=====		
TOTALS:	68	1,305,000
=====		

RECAP BY DISTRICT FOR THE MONTH ENDING: 3-31-2011

<u>Name</u>	<u>#</u>	<u>VALUE</u>
GREENWAY DISTRICT	9	459,000
CHAPEL DISTRICT	20	203,000
BATTLETOWN DISTRICT	10	392,000
LONGMARSH DISTRICT	10	135,000
BERRYVILLE DISTRICT	12	109,000
BOYCE DISTRICT	7	7,000
=====		
TOTALS:	68	1,305,000
=====		

INSPECTIONS REPORT FOR THE MONTH ENDING: 3-31-2011

<u>Inspection Type</u>	<u>#</u>
Building:	40
Electrical:	43
Mechanical:	28
Plumbing:	16
Fire Protection:	1
=====	
TOTALS:	128
=====	

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
Tuesday	3/1/2011	4	4	8	3	1		1	1		6	92864	92901	37		
Wednesday	3/2/2011	4	4	8	4	2		3	1	2	12	92901	92904	3		
Thursday	3/3/2011	4	4	8	1	3		1	3		8	92904	92916	12		
Friday	3/4/2011	4	4	8	1	5		5	2	4	17	92916	92970	54		
Saturday	3/5/2011			0							0			0		
Sunday	3/6/2011			0							0			0		
Monday	3/7/2011			0							0			0		
Tuesday	3/8/2011	4	4	8	2						2	92970	92996	26		
Wednesday	3/9/2011	4	4	8	1	1		3			5	92996	93037	41	13	
Thursday	3/10/2011			0							0			0		
Friday	3/11/2011	4	4	8	2	5			1		8	93037	93063	26		
Saturday	3/12/2011			0							0			0		
Sunday	3/13/2011															
Monday	3/14/2011	4	4	8	2	2			1		5	93063	93101	38		
Tuesday	3/15/2011	4	4	8				2			2	93101	93120	19		
Wednesday	3/16/2011	4	4	8	2	4		4			10	93120	93174	54		
Thursday	3/17/2011	4	4	8	1	1		3	2		6	93174	93198	24		
Friday	3/18/2011	4	4	8	8				1		1	93198	93339	141		
Saturday	3/19/2011			0							0			0		
Sunday	3/20/2011			0							0			0		
Monday	3/21/2011			0							0			0		
Tuesday	3/22/2011			0							0			0		
Wednesday	3/23/2011			0							0			0		
Thursday	3/24/2011			0							0			0		
Friday	3/25/2011	4	4	8	2	3		1	1		7	93339	93385	46	17	
Saturday	3/26/2011			0							0			0		
Sunday	3/27/2011			0							0			0		
Monday	3/28/2011	4	4	8	1	1		1	2		5	93385	93431	46		
Tuesday	3/29/2011	4	4	8	4	4		4			8	93431	93483	52		
Wednesday	3/30/2011	4	4	8	2	3					5	93483	93548	65		
Thursday	3/31/2011	4	4	8	2	3			1		7	93548	93581	33		
TOTALS		68	68	136	30	37	18	12	17	0	114			717	30	

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
Tuesday	3/1/2011			0							0	0		0		
Wednesday	3/2/2011			0							0	0		0		
Thursday	3/3/2011			0							0	0		0		
Friday	3/4/2011			0							0	0		0		
Saturday	3/5/2011			0							0	0		0		
Sunday	3/6/2011			0							0	0		0		
Monday	3/7/2011			0							0	0		0		
Tuesday	3/8/2011			0							0	0		0		
Wednesday	3/9/2011			0							0	0		0		
Thursday	3/10/2011			0							0	0		0		
Friday	3/11/2011			0							0	0		0		
Saturday	3/12/2011			0							0	0		0		
Sunday	3/13/2011			0							0	0		0		
Monday	3/14/2011			0							0	0		0		
Tuesday	3/15/2011			0							0	0		0		
Wednesday	3/16/2011			0							0	0		0		
Thursday	3/17/2011			0							0	0		0		
Friday	3/18/2011			0							0	0		0		
Saturday	3/19/2011			0							0	0		0		
Sunday	3/20/2011			0							0	0		0		
Monday	3/21/2011			0							0	0		0		
Tuesday	3/22/2011	3.5	4.5	8	6	2	1	1	1	0	11	93198	93239	41		
Wednesday	3/23/2011	4	4	8	3	3	0	0	0	0	6	93239	93285	46		
Thursday	3/24/2011	3	5	8	2	2	0	0	0	0	4	93285	93337	52		
Friday	3/25/2011			0							0	0		0		
Saturday	3/26/2011			0							0	0		0		
Sunday	3/27/2011			0							0	0		0		
Monday	3/28/2011			0							0	0		0		
Tuesday	3/29/2011			0							0	0		0		
Wednesday	3/30/2011			0							0	0		0		
Thursday	3/31/2011			0							0	0		0		
TOTALS		10.5	13.5	24	11	7	7	1	1	1	21			139	0	

COUNTY OF CLARKE, VA
NEW SINGLE FAMILY DWELLINGS
2011

	Battletown	Berryville	Boyce	Chapel	Greenway	Longmarsh	TOTAL	COMMENTS
January	0	0	0	1	1	0	2	Hse in GW replaces demolished dwelling.
February	0	0	0	0	0	0	0	
March	1	0	0	1	2	0	4	Hse in GW replaces dwelling that burned. Hse in CH built on existing foundation.
April							0	
May							0	
June							0	
July							0	
August							0	
September							0	
October							0	
November							0	
December							0	
TOTAL	1	0	0	2	3	0	6	

COUNTY OF CLARKE CLARKE COUNTY
MONTH END DEEDS OF PARTITION AND CONVEYANCE
LOCAL TAXATION DEPARTMENT
COUNTY
FOR MARCH, 2011

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
3/01/11	11-411	ANN BARTON BROWN WOODWARD, ET	N POUISHOT PROPERTIES LLC P.O. BOX 431	N .00	DBS	100%
		RECORDED TIME: 03:52				
		DESCRIPTION 1: CHAPEL DISTRICT, POULSHOT				
		DATE OF DEED : 02/03/11 BOOK: 532 PAGE: 368 MAP: 29-A-16A				
		NUMBER PAGES : 0				
3/01/11	11-412	ANN BARTON BROWN WOODWARD	N BUCKMARSH PROPERTIES LLC P.O. BOX 431	N .00	DBS	100%
		RECORDED TIME: 03:54				
		DESCRIPTION 1: TOWN OF BERRYVILLE BUCKMARSH PROPERTIES				
		DATE OF DEED : 00/00/00 BOOK: 532 PAGE: 371 MAP: 14A5-A-40				
		NUMBER PAGES : 0				
3/01/11	11-403	SSB REALTY HOLDINGS LLC	N SCOTT N CARPENTER & CHARLES P 17990 TRANQUILITY ROAD	N 107,500.00	DBS	100%
		RECORDED TIME: 10:05				
		DESCRIPTION 1: BATTLETOWN DISTRICT LOT 6, 7.8055 ACRES MORE OR LESS				
		DATE OF DEED : 02/25/11 BOOK: 532 PAGE: 325 MAP: 26-A-115E				
		NUMBER PAGES : 0				
3/01/11	11-405	ALBERT J ANDERSEN, JR & BARBARA	N KRISTA K HOLLOWAY 88 KELLY LANE	N 379,000.00	DBS	100%
		RECORDED TIME: 12:45				
		DESCRIPTION 1: 5 ACRES - BATTLETOWN DIST				
		DATE OF DEED : 02/24/11 BOOK: 532 PAGE: 332 MAP: 26-A-19A				
		NUMBER PAGES : 0				
3/02/11	11-419	CHARLENE W REED	N CHRISTOPHER D & JOSEHINE A HE 230 POSTON LN	N 315,000.00	DBS	100%
		RECORDED TIME: 04:20				
		DESCRIPTION 1: LOT 8 - CHAPEL DISTRICT				
		DATE OF DEED : 03/01/11 BOOK: 532 PAGE: MAP: 32-8-8				
		NUMBER PAGES : 0				
3/02/11	11-413	SUSAN C AUSTIN	N CHRISTOPHER P & RACHEL M CRAVE 314 HARRY BYRD HWY	N .00	DBS	100%
		RECORDED TIME: 10:05				
		DESCRIPTION 1: D/B 418 PAGE 477				
		DATE OF DEED : 03/01/11 BOOK: 532 PAGE: 374 MAP: 26-A-53B				
		NUMBER PAGES : 0				
3/02/11	11-414	SUSAN C AUSTIN	N SUSAN C AUSTIN, TR 302 HARRY BYRD HWY	N .00	DBS	100%
		RECORDED TIME: 10:06				
		DESCRIPTION 1: D/B 528 PAGE 504				
		DATE OF DEED : 03/01/11 BOOK: 532 PAGE: 376 MAP: 26-A-53				
		NUMBER PAGES : 0				
3/04/11	11-439	THOMAS JAMES ROSS II, TRUSTEE	N THOMAS R & MARCIA E STONE 204 EARLY DRIVE	N 373,000.00	DBS	100%
		RECORDED TIME: 01:53				
		DESCRIPTION 1: TOWN OF BERRYVILLE, LOT 223, 22,868 SQ FT PHASE 7A				
		DATE OF DEED : 03/03/11 BOOK: 532 PAGE: 476 MAP: 14A-13-223				
		NUMBER PAGES : 0				

Handwritten notes and stamps:

- Pin stamp: (F) 225 02
- Handwritten: Vac
- Handwritten: 460k w/mpr
- Handwritten: 278 02
- Handwritten: w/mpr
- Handwritten: (F) 462 7000 w/mpr

COUNTY OF CLARKE CIRCUIT COURT
MONTH END DEEDS OF PARTITION AND CONVEYANCE
LOCAL TAXATION DEPARTMENT
COUNTY
FOR MARCH, 2011

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
03/04/11	11-443	FEDERAL HOME LOAN MORTGAGE CORP	Y CHARLES B LEAR 668 BERRY'S FERRY ROAD RECORDED TIME: 02:20 DESCRIPTION 1: GREENWAY DISTRICT, LOT 2, 0.1928 ACRES MORE OR LESS DATE OF DEED : 00/00/00 BOOK: 532 PAGE: 496 MAP: 28A-A-4A NUMBER PAGES : 0	N 40,750.00	DBS	100%
				WHITE POST VA 22663		
				PIN: (F)		158,000 WhipV
03/04/11	11-434	GEORGE F & PAMELA S PATTERSON'	N BANK OF CLARKE COUNTY 202 N LOUDOUN ST RECORDED TIME: 10:40 DESCRIPTION 1: 3.1159 ACRES - GREENWAY DISTRICT DATE OF DEED : 03/02/11 BOOK: 532 PAGE: 468 MAP: 28-8-3 NUMBER PAGES : 0	N 575,000.00	DTF	100%
				WINCHESTER VA 22601		
				PIN: (F)		551,000 WhipV
03/09/11	11-458	PIEDMONT ENVIRONMENTAL COUNCIL	N CHRISTOPHER MILLER N/A RECORDED TIME: 01:05 DESCRIPTION 1: GREENWAY DISTRICT DATE OF DEED : 00/00/00 BOOK: 10 PAGE: 11 MAP: 39-A-31A NUMBER PAGES : 0	N .00	OPM	100%
				PIN:		
03/10/11	11-464	EDWARD WILSON TRUST, ET AL	N ANNA FOSS, ET AL 5345 FALMOUTH ROAD RECORDED TIME: 03:00 DESCRIPTION 1: GREENWAY DISTRICT, 32.6009 ACRES DATE OF DEED : 03/07/11 BOOK: 532 PAGE: 557 MAP: 37-A-5 NUMBER PAGES : 0	N .00	DG	100%
				BETHESDA, MD 20816		
				PIN:		
03/10/11	11-462	ARCHIE LEE RITENOUR, SR	N ARCHIE LEE RITENOUR SR ETUX 9280 JOHN MOSBY HWY RECORDED TIME: 11:45 DESCRIPTION 1: GREENWAY DISTRICT, DATE OF DEED : 00/00/00 BOOK: 532 PAGE: 554 MAP: 29-A-35 NUMBER PAGES : 0	N .00	DG	100%
				BOYCE VA 22620		
				PIN:		
03/10/11	3745	DONALD LEROY TAVENNER, DECEASE	N/A N/A RECORDED TIME: 11:55 DESCRIPTION 1: LOT ON RT 608 - BATTLETOWN DIST DATE OF DEED : 03/10/11 BOOK: 88 PAGE: 581 MAP: 15-A-48 NUMBER PAGES : 0	.00	PROBATE	00%
				PIN:		
03/11/11	11-474	RICHARD D & MARIE T NEWMAN	N MARIE T NEWMAN TRUSTEE 6211 WINNEBAGO ROAD RECORDED TIME: 01:20 DESCRIPTION 1: CHAPEL DISTRICT, 99.928 ACRES DATE OF DEED : 12/27/10 BOOK: 532 PAGE: 577 MAP: 24-A-27 NUMBER PAGES : 0	N .00	DG	100%
				BETHESDA, MD 20816		
				PIN:		
03/14/11	11-482	LINDA D KENT	N DAVID S & PAMELA B LEHR 2678 FRONT ROYAL PIKE RECORDED TIME: 02:05 DESCRIPTION 1: PARCEL 1 - GREENWAY DIST DATE OF DEED : 03/11/11 BOOK: 532 PAGE: 617 MAP: 28A-2-1 NUMBER PAGES : 0	N 150,000.00	DBS	100%
				WINCHESTER VA 22602		
				PIN:		236,300 WhipV

COUNTY OF CLARKE CIRCUIT COURT
MONTH END DEEDS OF PARTITION AND CONVEYANCE
LOCAL TAXATION DEPARTMENT
COUNTY
FOR MARCH, 2011

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
3/14/11	11-475	JOHN M EFIRD, ET AL RECORDED TIME: 10:35 DESCRIPTION 1: BATTLETOWN DISTRICT, LOTS 1,2,3,4& 5 BLOCK 6 UNIT 1 DATE OF DEED : 03/02/11 BOOK: 532 PAGE: 580 MAP: 17A216-1,2,3,4&5 NUMBER PAGES : 0	N OLD VIRGINIA LAND LLC 101 LEE STREET WINCHESTER, VA 22601 PIN:	N 23,000.00	DBS	100% <i>AK VAC</i>
3/14/11	11-478	EAST FARM DAIRY INC RECORDED TIME: 12:15 DESCRIPTION 1: BATTLETOWN DIST DATE OF DEED : 00/00/00 BOOK: 10 PAGE: 14 MAP: 9-A-46A,61 NUMBER PAGES : 0	N EAST FARM DAIRY INC N/A PIN:	.00	OPM	100%
3/14/11	11-479	EAST FARM DAIRY INC RECORDED TIME: 12:16 DESCRIPTION 1: 247.3105 ACRES ON BOOM RD DATE OF DEED : 02/11/11 BOOK: 532 PAGE: 597 MAP: 9-A-46A,61 NUMBER PAGES : 0	N PROFUNDUS HOLDINGS INC 2820 N NORMANDY DR BATTLETOWN DIST PIN:	N 1,607,515.00	DBS	100% <i>1,749,600</i>
3/15/11	11-498	W R THOMPSON, II RECORDED TIME: 10:15 DESCRIPTION 1: GREENWAY DISTRICT DATE OF DEED : 03/14/11 BOOK: 532 PAGE: 640 MAP: 28-A-27 NUMBER PAGES : 0	N W R THOMPSON, III, ET UX 326 WHITE POST ROAD PIN:	.00	DG	100%
3/15/11	11-499	W R THOMPSON, III, ET UX RECORDED TIME: 10:17 DESCRIPTION 1: GREENWAY DISTRICT, 110.4 ACRES DATE OF DEED : 03/14/11 BOOK: 532 PAGE: 643 MAP: 28-A-27 NUMBER PAGES : 0	N W R THOMPSON, III, ET UX 326 WHITE POST ROAD PIN:	.00	DG	100%
3/15/11	11-500	WILLIAM R THOMPSON, II RECORDED TIME: 10:19 DESCRIPTION 1: GREENWAY DISTRICT, 13.2778 ACRES DATE OF DEED : 03/14/11 BOOK: 532 PAGE: 646 MAP: 28A-A-8 NUMBER PAGES : 0	N SUSAN T MORRIS 450 BERRYS FERRY ROAD PIN:	.00	DG	100%
3/15/11	11-501	BRADLEY DEAN RECORDED TIME: 10:21 DESCRIPTION 1: GREENWAY DISTRICT DATE OF DEED : 03/02/11 BOOK: 532 PAGE: 647 MAP: 31-A-2A5 NUMBER PAGES : 0	N DEAN LIVING TRUST 357 CAMERON STATION BLVD PIN:	.00	DG	100%
3/15/11	11-503	FRIANT ENTERPRISES, LP, LLP RECORDED TIME: 10:25 DESCRIPTION 1: TOWN OF BERRYVILLE, LOT 9, BLOCK A, TREADWELL SUBD, SEC 1 DATE OF DEED : 03/11/11 BOOK: 532 PAGE: 654 MAP: 14A3-2-A-9 NUMBER PAGES : 0	N MARY FRIANT VEILLEUX 25 BATTLETOWN DRIVE BERRYVILLE, VA 22611 PIN:	.00	DG	100%

COUNTY OF CLARKE CIRCUIT COURT
MONTH END DEEDS OF PARTITION AND CONVEYANCE
LOCAL TAXATION DEPARTMENT
COUNTY
FOR MARCH, 2011

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
03/16/11	11-507	JEFFREY L. GARVIE	N DONN A. FRAZIER N/A	N .00	DE	100%
		RECORDED TIME: 09:20 DESCRIPTION 1: BK 426, PG 254 DATE OF DEED : 00/00/00 BOOK: 532 PAGE: 658 MAP: 15A-2-B-18,15A-2-C-7 PIN: NUMBER PAGES : 0				
03/17/11	11-512	EQUITY TRUSTEES LLC	N BANK OF NEW YORK MELLON CORPOR 6501 IRVINE CENTER DR IRVINE CA 92618	N 192,000.00	DLF	100%
		RECORDED TIME: 01:25 DESCRIPTION 1: LOT 14, SHEN. FARMS, MT. SECT GREENWAY DIST DATE OF DEED : 00/00/00 BOOK: 532 PAGE: 686 MAP: 37A3-4-14 NUMBER PAGES : 0				
03/17/11	11-513	DAVID W HARDESTY & AMANDA P HA	N U S BANK NATIONAL ASSN TR OCWEN FEDERAL BANK FSB W PALM BEACH FL 33401	N 117,000.00	DLF	100%
		RECORDED TIME: 01:26 DESCRIPTION 1: LOTS 3 & 4, BLOCK A, FORD PARK ADDITION CHAPEL DIST DATE OF DEED : 03/07/11 BOOK: 532 PAGE: 689 MAP: 21A2-2-3 NUMBER PAGES : 0				
03/21/11	3746	WILLIAM R THOMPSON, II, DECEASE	N/A N/A	.00	QUAL	00%
		RECORDED TIME: 03:15 DESCRIPTION 1: TAX MAP # 28-A-A-72; 28-A-A-8; 28-A-A-55; 28-A-A-70 GREENWAY DISTRICT DATE OF DEED : 03/21/11 BOOK: 88 PAGE: 586 MAP: 28-A-A-72+ NUMBER PAGES : 0				
03/21/11	11-526	ROBERT J & MARJORIE E. THELEN	N HYONG S WILLIAMS 490 RIVER PARK LANE	N 285,500.00	DBS	100%
		RECORDED TIME: 11:23 DESCRIPTION 1: CHAPEL DIRSTRICK, LOT 44, RIVER PARK SUB BLUEMONT VA 20135 DATE OF DEED : 00/00/00 BOOK: 532 PAGE: 728 MAP: 32A-1-44 NUMBER PAGES : 0				
03/21/11	11-531	ROGER & BEATRICE WITTENBERG	N THOMAS & LISA YANNUCCI 6300 WATERWAY PLACE	N 1,100,000.00	DBS	100%
		RECORDED TIME: 12:20 DESCRIPTION 1: CHAPEL DISTRICT, 50.6087 ACRES FALLS CHURCH, VA 22044 DATE OF DEED : 03/16/11 BOOK: 532 PAGE: 733 MAP: 22-A-3 & 4 NUMBER PAGES : 0				
03/21/11	11-532	STEVEN RANSOM GRAVES	N STEVEN & JENNIFER GRAVES 61 POSSUM HOLLOW LA	N .00	DG	100%
		RECORDED TIME: 12:25 DESCRIPTION 1: CHAPEL DISTRICT BERRYVILLE, VA 22611 DATE OF DEED : 02/21/11 BOOK: 532 PAGE: 735 MAP: 14E-3-1 NUMBER PAGES : 0				
03/22/11	11-541	CHRISTOPHER & ATESA GREEN, MIL	N SAME N/A	N .00	OPM	100%
		RECORDED TIME: 13:55 DESCRIPTION 1: GREENWAY DISTRICT DATE OF DEED : 00/00/00 BOOK: 10 PAGE: 15 MAP: NUMBER PAGES : 0				

Handwritten notes:
 388,100
 W/impv
 161,000
 W/impv
 285,500
 W/impv

Handwritten notes:
 Vac 209,000
 527,900
 W/impv

COUNTY OF CLARKE CIRCUIT COURT
MONTH END DEEDS OF PARTITION AND CONVEYANCE
LOCAL TAXATION DEPARTMENT
COUNTY
FOR MARCH, 2011

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
3/23/11	11-546	BANK OF NEW YORK MELLON TR	N MARTHA A MCGRAIL 5620 FLAG RUN DR	N 47,000.00	DBS	100%
		RECORDED TIME: 02:00				
		DESCRIPTION 1: 1/2 ACRE - GREENWAY DIST				
		DATE OF DEED : 03/08/11 BOOK: 532 PAGE: 793 MAP: 21-A1-A-97				
		NUMBER PAGES : 0				
3/23/11	11-547	CARL F WHITE, EXOR ESTATE OF AL	N CARL F WHITE & KAY WHITE 3569 CRUMS CHURCH RD WR/S	N .00	DG	100%
		RECORDED TIME: 02:05				
		DESCRIPTION 1: 182 ACRES - LONGMARSH DIST				
		DATE OF DEED : 02/23/11 BOOK: 532 PAGE: 795 MAP: 3-A-49				
		NUMBER PAGES : 0				
3/28/11	11-563	CHARLES HARVEY PALMER, JR	N CHARLES HARVEY PALMER, JR BERRYVILLE	N .00	DC	100%
		RECORDED TIME: 04:00				
		DESCRIPTION 1: BATTLETOWN DIST				
		DATE OF DEED : 00/00/00 BOOK: 532 PAGE: 905 MAP: 33-A-38+				
		NUMBER PAGES : 0				
3/28/11	11-564	CHARLES HARVEY PALMER, JR	Y THE WOODS LLC 20 S CHARLES ST., SUITE 1200 BATTLETOWN DIST	Y .00	DBS	100%
		RECORDED TIME: 04:01				
		DESCRIPTION 1: 50.8113 ACRES & 8.3127 ACRES				
		DATE OF DEED : 03/24/11 BOOK: 532 PAGE: 909 MAP: 33-A-38, 33-4-7				
		NUMBER PAGES : 0				
3/28/11	11-557	BRIAN K & CYNTHIA L BOWMAN	Y BRIAN K BOWMAN 1320 BARBOUR LN	Y .00	DBS	100%
		RECORDED TIME: 10:30				
		DESCRIPTION 1: 49.414 ACRES - CHAPEL DIST				
		DATE OF DEED : 03/17/11 BOOK: 532 PAGE: 876 MAP: 12-A-1C				
		NUMBER PAGES : 0				
3/28/11	11-556	KENNETH J DEIS	N FEDERAL HOME LOAN MORTGAGE COR 5000 PLANO PARKWAY	Y 134,889.00	DTF	100%
		RECORDED TIME: 10:31				
		DESCRIPTION 1: TOWN OF BERRYVILLE, LOTS NO. 1 & 2				
		DATE OF DEED : 03/07/11 BOOK: PAGE: MAP:				
		NUMBER PAGES : 0				
3/29/11	11-568	MARGARET VIRGINIA ELLIOTT, TR, E	N SAME N/A	N .00	OPM	100%
		RECORDED TIME: 03:00				
		DESCRIPTION 1: CHAPEL DIST				
		DATE OF DEED : 00/00/00 BOOK: 10 PAGE: 16 MAP: 30-A-10				
		NUMBER PAGES : 0				
3/29/11	11-570	MARGARET VIRGINIA ELLIOTT, TRS.	N MARGARET VIRGIIA & WILLIAM L E P O BOX 67 CHAPEL DIST	N .00	DBS	100%
		RECORDED TIME: 03:02				
		DESCRIPTION 1: LOTS 1,2,3 ON RT 255				
		DATE OF DEED : 03/29/11 BOOK: 532 PAGE: 920 MAP: 30-A-10				
		NUMBER PAGES : 0				

COUNTY OF CLARKE CIRCUIT COURT
MONTH END DEEDS OF PARTITION AND CONVEYANCE
LOCAL TAXATION DEPARTMENT
COUNTY
FOR MARCH, 2011

RECORDED	INSTRUMENT	GRANTOR	(X) GRANTEE/ADDRESS	(X) CONSIDERATION	TYPE	PERCENT
03/29/11	3747	MATTIE LEE WILLINGHAM, DECD	N/A N/A	.00	AFI	00%
		RECORDED TIME: 11:14				
		DESCRIPTION 1: PARCEL AT 204 W MAIN ST	TOWN OF BERRYVILLE			
		DATE OF DEED : 03/29/11 BOOK: 88 PAGE: 606	MAP: 14A1-A-29	PIN:		
		NUMBER PAGES : 0				
03/30/11	11-581	FEDERAL NATIONAL MORTGAGE ASSO	Y GMAC MORTGAGE	N 340,600.00	DQC	100%
		RECORDED TIME: 03:01	2711 N HASKELL AVE, STE 900	DALLAS, TX 75204		
		DESCRIPTION 1: CHAPEL DISTRICT				
		DATE OF DEED : 03/25/11 BOOK: 532 PAGE: 986	MAP: 12A-1-5	PIN:		
		NUMBER PAGES : 0				
03/30/11	11-582	GMAC MORTGAGE LLC	N BUCKLEY LAND COMPANY LLC	N 340,600.00	DBS	100%
		RECORDED TIME: 03:02	4518 ELLICOTT ST, NW	WASHINGTON, DC 20016		
		DESCRIPTION 1: CHAPEL DISTRICT				
		DATE OF DEED : 03/29/11 BOOK: 532 PAGE: 990	MAP: 12A-1-5	PIN:		
		NUMBER PAGES : 0				
03/31/11	11-583	WILLIAM WINSTON SIPE, ET AL	N CLARKE CO CONSERVATION ESMT AU	Y 180,375.00	ESMT	100%
		RECORDED TIME: 09:48	101 CHALMERS COURT SUITE B	BERRYVILLE VA		
		DESCRIPTION 1: 60.0723 ACRES - CHAPEL DIST				
		DATE OF DEED : 00/00/00 BOOK: 533 PAGE: 1	MAP: 30-A-88	PIN:		
		NUMBER PAGES : 33				
03/31/11	11-584	WILLIAM WINSTON SIPE	N NELSON THOMPSON SIPE, ET AL	N .00	OPM	100%
		RECORDED TIME: 09:50	N/A			
		DESCRIPTION 1: CHAPEL DIST				
		DATE OF DEED : 00/00/00 BOOK: 10 PAGE: 17	MAP: 30-A-94	PIN:		
		NUMBER PAGES : 0				
03/31/11	11-585	EQUITY TRUSTEES LLC, SUB TR U/D	N FEDERAL HOME LOAN MORTGAGE COR	Y 155,000.00	DLF	100%
		RECORDED TIME: 10:00	3950 REGENT BLVD	IRVING TX 75063		
		DESCRIPTION 1: PARCEL ON E MAIN ST	TOWN OF BERRYVILLE			
		DATE OF DEED : 03/24/11 BOOK: 532 PAGE: 34	MAP: 14A3-A-21	PIN:		
		NUMBER PAGES : 0				
03/31/11	11-586	WILLIAM C THATCHER	N ROBYN M MCDONALD	N 68,600.00	DBS	100%
		RECORDED TIME: 11:55	282 TRIPLE J ROAD	BERRYVILLE, VA 22611		
		DESCRIPTION 1: LONGMARSH DISTRICT, LOT 3, 6.8601 ACRES				
		DATE OF DEED : 03/31/11 BOOK: 533 PAGE: 37	MAP: 7-A-57B	PIN:		
		NUMBER PAGES : 0				

TOTAL COUNTY DEEDS OF PARTITION AND CONVEYANCE: 44
TOTAL NUMBER OF COUNTY DEEDS OF CORRECTION : 0
TOTAL NUMBER OF COUNTY WILL/FIDUCIARY : 3

**Monthly Activity Report of
Jacob L. Grove
Extension Agent, Animal Science
March 1-31, 2011**

Farm Visits

- Clarke County Farm - Farmer's Market Inspection, Pork Production, Tillage
- Clarke County Farm - Hay Production, Coyote and Other predator management
- Rappahannock County Farm - Goats Herd Management
- Clarke County Farm – Farmer's Market Inspection
- Clarke County Farm – Farmer's Market Inspection, Soil Sampling
- Jefferson County Farm - Fence Building Workshop
- Fauquier County Farm - Inspect Cattle for the Elite Sale at Winchester

Events and Programs

- Attended Blue Ridge Cattleman's Association board meeting to plan spring and summer events
- Attended the Clarke-Frederick Lamb Camp planning meeting to set up for this year's camp
- Attended the Lord Fairfax Soil and Water Conservation District Technical Committee meeting in Strasburg
- Took 8 4-Hers, along with the leaders of the Outdoor Adventures 4-H Club, on a weekend trip to the Virginia Air Shoot Competition held at the Skelton 4-H Center in Franklin County, Virginia.
- Attended the Shenandoah County Extension Leadership Council Dinner in Woodstock
- Held a meeting for the Clarke County Extension Leadership Council to update them on programming and possible changes to Extension
- Presented a program on Load Safety and Securement to the Broadway Young Farmers Group
- Attended the Clarke County 4-H Leaders' Association meeting to update them on upcoming events and possible changes to how the county office operates
- Assisted with the Clarke County Hay Auction; collected sales data for the VDACS auction report
- Assisted with setting up the facilities for the Forum for Rural Innovation held in Winchester
- Assisted in running the Well Water testing program kickoff meeting held in Boyce
- Attended a planning meeting to organize a Youth Quality Assurance Training for multiple species of livestock and developing a Small Ruminant Quality Assurance Program to go along with existing Pork and Beef programs.
- Attended "Cow College" program at Rose Hill Veterinary Clinic in Washington, VA
- Held a planning meeting to set final details for the Mid Atlantic Carcass Contest and Live Animal Evaluation program to be held in April
- Attended monthly meeting for the Lord Fairfax Soil and Water Conservation District
- Attended the Clarke County Fair Committee meeting to provide update on the activities and changes made by the other fair committees

Contacts

62 Phone Contacts

Forage and Feeds – 18	Hay Auction - 4
Beef Management and Marketing - 14	Pest Management - 6
4-H Issues – 16	Pasture Management – 4

70 Personal Contacts

Livestock Management – 24	4-H and Fair events – 17
Hay Auction – 26	Pesticide Recertification - 3

14 Emails and Letters

Livestock Production – 4	4-H Program - 10
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Monthly Activity Report
Susanne Vaughan
Central Reception and 4-H Program Assistant
March 1-31, 2011



Central Reception:

- April Meeting Calendar distributed to Town employee, posted on meeting room doors, folder in CR, posted on PAS
- Board Report Sent to UAA
- Call Processing Protocols directions posted on wall in CR and in CR manual
- Called maintenance regarding extreme heat in Library in the afternoon per Librarian request
- Checked upstairs offices to see who the broken bulletin board belonged to laying on working station; Planning Department employee later took it out to dumpster.
- Called maintenance in regard to alarm buzzing when I came in this morning
- Cancelled Town Street and Utility Meeting on Zimbra and Excel
- Checked with Tom Judge, since BOS were in closed session, on Mr. Archibald being able to voice his opinion on the budget; he can come to meeting, but not able to voice opinion now; would need to come to BOS Regular meeting for his opinions to be heard
- Contacted afternoon Receptionist on snowbird left at desk for her by Mike Murphy
- Contacted Maintenance Department; Alarm going off
- Corrected addresses on Google calendar per IT
- Directed female to Court House for copy of Deed
- Directed female to Health Department for permit to serve food at an event
- Directed female to Millwood and Winchester Post Office to renew passport
- Directed female to Mrs. Butts Office
- Directed female to Town Manager on letter about shoveling snow off sidewalk
- Directed male to Building Department for Electrical Permit
- Directed male to Court House to pay traffic fine
- Directed male to Court House to renew license to carry weapon
- Directed male to Golden Age Nursing Home to pick up death certificate
- Directed male to Health Department inquiring about Birth Certificate
- Directed people to Extension Office to drop off water samples
- Directed UPS delivery man to offices
- Directed Valley Health Employee to Golden Age Nursing Home for pick up of resident
- Directions to Commonwealth Attorney's Office and General District Court to male
- Directions to Commonwealth Attorney's Office to male and female
- Directions to female to Sheriff's Office
- Directions to Sanitary Authority Office to male visitor
- EDA Meeting Scheduled in April per email from Debbie Bean. Planning Department
- Edited April Calendar-Joint Building Committee
- Edited BOS meeting for April per email from Tom Judge
- Edited BOS meeting for May in Zimbra and Excel
- Edited email addresses for employees into Department Email Folders
- Edited Town meeting for Wednesday to Tuesday on Zimbra and Excel
- Electoral Board meeting added to Google calendar
- Email sent to Deputy Clerk for letter to be sent to Maintenance Technician applicants
- Emailed Maintenance Department; need toilet tissue in lady's room downstairs on County side. No paper in storage room upstairs.
- Email sent to Planning Department Administrator and County Administrator regarding Planning Department employee
- Email sent to Town and Library requesting Building Closure Check-off
- Requested picture from Librarian; took to Administration Office to be scanned and returned to Librarian
- Re-scheduled meeting for VCE-Managing your Money Series to August

- Returned call to Kay Gunter regarding Re-Districting Voter areas; transferred call to Barbara Bosserman for more details from meeting
- Helped Planning Department employee with postage machine
- Scheduled Historic Preservation Commission for April in Zimbra and Excel, county website
- School Board Construction meeting time changed in Zimbra and Excel
- School Board Training added to Zimbra and Excel April Calendar; confirmed with Renee at School Board Office
- Showed female 4-H Camp Brochure
- Showed Planning Department Secretary the amount that should have been on envelope that was returned
- Town Meeting with VDOT added to Zimbra and Excel calendars
- Town Pre-Bid and Bid Opening Water Treatment Plant Generator meeting to Zimbra and Excel
- Town Utility Meter Class scheduled in Zimbra and Excel database and posted on PAC
- Trash bags for Library
- VCE-Managing Your Money Series Meetings scheduled in Zimbra and Excel-July
- Word Search Puzzle edited for April Communicator

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
 - Updated Visitor Count Excel File for the month
 - Edited calendar for time sheet, daily contacts for month
 - Checked brochure racks for unnecessary items
 - Checked automatic doors
- Contacts for morning shift - Town-127, County-195, Library-62

Administration:

- Attended BOS afternoon meeting
- Accumulated Leave Reports to departments
- Added BCCGC Joint Building Committee-Closed meeting to Excel
- Appointee Questionnaire responses into Excel, changes to personal information
- Appointee Questionnaire sent interoffice to Parks and Recreation for Paul Jones, Dennis Heflin and Emily Rhodes to fill out per Director of Parks and Recreation
- Checked order of wooden plaques for any cracked corners
- Checked with IT about times zone difference on website calendar
- Clarke County ink pens sorted and distributed to departments
- Communicator for April distributed to offices
- Contacted TML Copier for problems with copier
- Created Inter-Office Mail cover sheet for envelopes
- Delivered Appointee Response Results to Library, Planning, Zoning and Natural Resources chairman
- Edited May Communicator
- Email sent to Planning Enforcer regarding changes in contact info-to be sent to Deputy Clerk
- Emailed Mr. Bob Stieg regarding scheduling General District Court for meeting and reminder about Appointee Questionnaire
- Employment Application printed off website for female applying for employment. I informed her that the county was not hiring, but Parks and Recreation were accepting applications. She will drop her application off over there.
- Filed Appointee Questionnaire Response
- Filled out Postal Survey Questionnaire

- Finished scanning folders H-MC and renaming in PDF file
- Folders created for Special Events applications
- Framed Resolution for Sharron Todd Retirement
- Historic Long Branch Special Event Application mailed
- Freedom of Information Act (FOIA) Guide mailed to 14 Committee Appointees
- Joe May meeting scheduled in Zimbra and Excel
- Labels made for BOS Packet to be stored
- Leave Request into Secretary calendar and distributed to departments
- Legal Documents Scanned and renamed
- Letter to BOS Chairman for signature; mailed to Scott Kreider, Appointee
- Mailing labels created for The 150th Committee
- Obtained addresses for Fire Companies and Funeral Home for EOP
- Opened meeting room doors/turned on lights for Sanitary Authority meeting
- Ordered 2 boxes of paper for copier on second floor
- Ordered flowers from Sponseller's Florist for employee's father funeral
- Changes to Appointee personal information in Access
- Collated documents to be scanned and filed
- Covered Administration Office while secretary off for family emergency and Administrator in meetings

4-H:

- Bank statements mailed to treasurer and leaders
- Asked UAA if she would like for me to take the mail and brochures for newsletter, contest results to be mailed-
-applied postage on mailings
- New enrollment forms into 4-H Plus and filed
- Postage on mailing for UAA
- UAA asked me what the procedure was for backing up 4-H Plus

Monthly Activity Report
Marsha Wright, Unit Administrative Assistant
February 1-28, 2011

4-H Work in addition to UAA, Agriculture, Family and Consumer Science (FCS), and FAIR Assignments:

Emails Sent:

To 4-H Horse Organizational Leaders (5) to share with members, leaders, and parents

- Northern District Dressage Qualifying Clinic information to horse leaders to share
- Sent information on the Mini Drill Class at the State Fair Horse Show
- Sent information on Central District Horse Camp; camp is open to the state
- 2011 Southern Regionals Horse Show information
- Registration reminder for the Equi-Smartz Contest to horse leaders and Vo. Ag. Instructors
- Class sponsorship for State Horse Show's 50th anniversary
- State Fair pony mini cart rule change

To Organizational Leaders and Assistants (22) to share with members, leaders, and/or parents

- Sent camp brochure with request to promote this event with members
- Outdoor Adventure Leader Training information to share with all leaders
- Show Animal Educational Meeting information to be shared with members and parents
- Inquired if any of the organizational leaders would like to be a judge or room chair for the District Contests on April 16
- Sent information about participating in the HarvFest Festival
- Information on how to send donations to aid the Japanese affected by the tsunami
- Edited Agent's email to send to organizational leaders with clarifications on the HarvFest Festival and 4-H participation; also sent to Frederick County 4-H Agent and Program Technician
- Information on hosting Japanese child for the summer to organizational leaders to share with their families
- Congress volunteer/chaperone information to organizational leaders to share with their leaders about attending 4-H Congress

Miscellaneous Emails

- Registered myself to attend the 4-H Agents' District meeting on March 8 as Jake had an ELC meeting
- Sent District Contest questions to the Loudoun County 4-H Technician
- Notice to County contest participants of the District Contest Date and asked them to let us know if they wished to participate; cc: organizational leaders (62)
- Sent files with information for the Clarke-Frederick Beef Show entry process to the Frederick County 4-H Program Technician and Secretary to distribute to their members (2)
- Clarke-Frederick Beef Show information to 4-Hers/FFA members, organizational leaders, Vo. Ag. instructors (39)
- Sent parent additional information about our 4-H Camp as well as last year's brochure and camper packet for her to get a better understanding of what takes place at camp; also suggested she contact Shenandoah County about their camp since they lived in Strasburg
- Asked 2 4-Hers who had attended the Swine Youth Education Day if they would like to do a news article for the 4-H newsletter (2)
- Clarke-Frederick Lamb Camp information and registration to 4-Hers, organizational leaders, and Vo. Ag. Instructors (46)
- Confirmed receipt of 4-H District Contest Registration
- Thanked 4-Her for article on Swine Youth Day for the 4-H newsletter
- 4-H newsletter to those with email (116)
- Sent dates of remaining 4-H fundraisers and contact information for person scheduling those events to parent
- District Cattle Working Contest to Vo. Ag. Instructors (2)
- Provided address updates for Clarke-Frederick Beef Show sponsors

- Sent Rules and Regulations for the Beef, Sheep, Swine, and Goat Departments to livestock exhibitors, leaders, and Vo. Ag. Instructors (66)
- Updated Banner List with 2010 Fair Buyers; sent to leaders who will be getting price quotes for the Banner to display at the Fair (2)
- Informed parent we had scholarships for Camp Counselors and would be glad to give her daughter one
- Youth Cattle Working Contest information to Vo. Ag. Instructors (2)
- Deadline reminder for signing up for the 4-H District Contests (31)
- Club list to Farm Bureau representative as requested to verify we did not have clubs west of Berryville; informed him we had clubs in the Boyce area but they had lost their meeting place
- Congratulated newest All Star member
- Sent camper's request to be a camp CIT to Warren County 4-H Program Technician for review
- Sent information about participating in the HarvFest Festival to Frederick County 4-H Agent and Program Technician for HarvFest organizer (2)
- Sent State Leaders' Association information to leader as requested
- Informed Leaders' Association president how Clarke has been involved in the 4-H Japanese Exchange program over the years
- Contacted family who has hosted Japanese children in the past to see if they knew how they were doing & whether their daughter's trip to Japan would be cancelled for this summer
- Requested EIN for the Leaders' Association for the IRS spreadsheet
- Sent requested IRS information to State 4-H Office
- Reviewed list of 4-H counselors for Warren County 4-H Program Technician to see how many might not be able to attend counselor training on June 11 due to Lamb Camp
- Informed District Contest Organizer that I would contact our Fashion Revue participant to see which event she wanted to do since she cannot do both Fashion Revue categories
- Sent Fashion Revue participation update to District Contest Organizer
- Recorded donation received for Leaders' Lamb & Goat Show; emailed treasurer of receipt (2)
- Sent information on the Mid-Atlantic Carcass Contest to the state 4-H listserv and to 2 Vo. Ag. Instructors (206)
- Responded to 4-H Center's inquiry about use of P-cards to pay the Center for 4-H camp
- Sent additional Presentation information for District Contest to registration chair
- Backed up 4-HPlus datafiles; created quarterly ES237 Report and submitted to VA Tech

Mailings/Faxes:

- Mailed: project books to Bells & Violetta; health form to leader for completion; Equine Alliance package to president of Leaders' Association (4)
- Notice to County contest participants (without emails) of the District Contest Date and asked them to let us know if they wished to participate (3)
- Clarke-Frederick Beef Show information to 4-Hers/FFA members without emails (4)
- Clarke-Frederick Lamb Camp information and registration to 4-Hers without emails (2)
- Wrote letter to Share-the-Fun, Presentation, Extemporaneous Speech, Fashion Revue participants about District Contest eligibility
- Sent District Contest information and score sheets to the county contest participants (42)
- 4-H newsletter to those without email (34)
- Sent Market Lamb Project Guide to 4-Her
- Sent Record books to be used for Bred and Owned Goat & for Goat Herd to Shippas
- Printed 2010 camper labels and 4-Her labels for the Camp mailing; prepared envelopes; also printed camp brochure and mailed (246)
- Sent Rules and Regulations for the Beef, Sheep, Swine, and Goat Departments to livestock exhibitors without emails (8)
- Sent parent Club List with clubs having goat project members highlighted as she'd like to become involved
- Wrote Share-the-Fun thanks you notes to judges, stage crew, sound crew, emcees, and Boyce principal (11)
- Prepared letter to Cloverbuds to send with Presentation Score Sheets (5)
- Prepared the 4-H Congress packets; mailed to Senior 4-Hers (48)
- Mailed Clarke-Frederick Beef Show information to Lexi Miller

- Mailed swine project materials to Lauren Shippa as requested after verifying with Agent that it was not too late to sign-up
- Mailed Commercial Doe record books to leader after checking with Agent on which project to use
- Sent Congress volunteer/chaperone information to Ben Orndorff
- Updated mailing labels of club/camp treasurers; reviewed bank statements; mailed to clubs' treasurers and leaders (22)
- Copied/mailed Cloverbud/Parent Camp information to age appropriate 4-Hers (30)

Phone Calls:

- Talked with Chair of Lamb/Goat Show about her dilemma with the judge selection and other committee members; gave her addresses so she could write thank you letters for the Leaders' Association dinner/auction
- Received call from Berryville Baptist Church Secretary to let us know that our clubs would need to use a different meeting room since there will be a ladies' Bible Study on the night of our clubs' meetings; called Leaders who were affected by this (3)
- Received registration for 4-H District Contest
- Answered question regarding Glenwood Show
- Received request that livestock department rules be sent out so kids know changes before making their purchases
- Received request for copy of health form for a new 4-Her who joined Hout 4-H Club; leader also told me of 3 fundraisers that their club would be having
- Request for Market Lamb Project Guide
- Talked with Leader about project books for Commercial Doe and Bred and Owned Goats
- Called parent to verify camper's birth date
- Parent confirmed her 2 daughters would like to participate in District Contest
- Parent confirmed his 2 sons would like to participate in District Contest
- Talked with HarvFest Festival coordinator re:4-H participating and the selling of alcohol at the event
- Talked with Shenandoah County Agent about rules for 4-Hers being at event where alcohol is served; there is no rule but should manage all risks; separate drinking from the kids; document conditions with organization
- Talked with leader about being a judge for District Contest
- Parent confirmed her son's Share-the-Fun Act would like to participate in District Contest
- Received request from leader to send her some Junior Commercial Doe project books & email addresses for the 2 Vo. Ag. Instructors
- Gave parent date children needed to be enrolled in a swine project
- Told parent the 4-H camp brochure would be posted on our website
- Received request from leader for a mission statement for the volunteer leaders' association
- Talked with parent about his son joining the Outdoor Adventure Club
- Received request for Clarke-Frederick Beef Show entry forms
- Provided leader's contact information to Johnson Williams Apartments' Manager; this club has visited and interacted with residents on a regular basis
- Assisted parent locate camp brochure on website
- Received Leaders' Association's EIN
- Left message for the Denson's to give me a call to let me know which Fashion Revue category Melissa would like to do at District Contest

Other Tasks:

- Received updates for Equine Enthusiast members from leader
- Attended Leaders' Association meeting
- Received camp registration forms (4)
- Gave parent camp forms and answered questions
- Talked with Chair of HarvFest about how they would like to involve 4-H; gave her contact information for John Tiedemann for dj and community adult clubs; I am to share information with our clubs and the Frederick County office
- Received camp registrations and wrote receipts (12)
- Delivered camp brochure to School Board for approval; also delivered job referral for one of our 4-H leaders
- Gave leader project books for her 4-Hers and a Lamb/Goat Show donation check

- Received 4-H Camp CIT application to give to the Warren County 4-H Program Technician
- Gave parent camp scholarship application
- Received camp registration and scholarship application
- Updated Clarke-Frederick Beef Show Rules and Regulations
- Worked on the final District Contest letter to send once we have all the details
- Created Excel worksheet indicating which 4-Hers were showing the various livestock at fair time so that I could easily email show information to them
- Wrote the 4-H newsletter
- Attended 4-H Agents' meeting in Page County
- Copied health form to give to leader at meeting Thursday night
- Developed a spreadsheet for the 4-H Achievement Banquet as requested by Leaders' Association; made copies for their meeting
- Updated Fair Rules and Regulations for the beef, sheep, swine, and goat departments highlighting changes that affect the 4-Hers
- Uploaded 4-H newsletter to office website
- Recorded receipt of donation for Leaders' Lamb & Goat Show
- Updated camp brochure with the required wordage for distribution in the schools; prepared Request to Distribute Information form and submitted form to School Board Office for approval
- Updated Congress letter to send to senior 4-Hers with registration packets; copied packets and mailing labels
- Set up new Access file for Summer Camp Registration
- Began entering camp information into new camp database
- Processed camp registrations received in the mail: wrote receipts, verified age and if a first time camper; Assigned campers to Packs; entered into database
- Entered 16 District Contest participants, 3 judges, and 1 room chair on-line
- Signed up for 4-H ACCESS training (our new database program to use with 4-H)
- Updated 4-Hplus database
- Wrote 4-H camp article for 4-H page on our website; uploaded brochure
- Reorganized 4-H project book files
- Entered Clarke-Frederick Beef Show entries into database
- Worked on 4-H project book files
- Reviewed 4-H Club and Affiliation spreadsheet sent by the State 4-H Office to update for IRS purposes
- Printed lists for Cloverbuds and for 4-Hers between the ages of 11-13; also printed labels for mailings
- Received Clarke/Frederick Beef Show entry via mail; posted to datasheet

Contacts

42 Phone Contacts:

4-H	27
Agriculture	9
Administrative	2
Fair	3
FCS	1

41 Personal Contacts:

4-H	36
Agriculture	5

1121 Email Contacts:

4-H	839
Agriculture	237
Administrative	30
FCS	6
Fair	9

487 Letters Sent:

4-H	466
Agriculture	16
Administrative	5

Clarke

lwalbum@clarkecounty.gov

± Font Size -

March Passenger Count

From : Jill Mathson <jill@vatransit.org>

Subject : March Passenger Count

To : dash@clarkecounty.gov, lwalbum@clarkecounty.gov

Cc : Pam Forshee <pam@vatransit.org>

Tue, Apr 05, 2011 03:31 PM

MONTHLY PASSENGERS

March - 11

Location	Region	Route	TOTAL
CLRK	NW	Demand Response Clark County	100

Jill Matheson

Operations Administrative Assistant

Virginia Regional Transit

Office : (540) 338-1610

Fax: (703) 777-9370

Memorandum

To: David Ash, Board of Supervisors
From: Alison Teetor
Date: April 12, 2011
Subject: Summary of meeting discussing building energy retrofits

In January, staff provided a report summarizing County energy use in 12 County buildings. One recommendation in the report was to retrofit the buildings with the highest energy use

On March 17, 2011, Alison Teetor, David Ash, and Bobby Levi met to discuss potential energy retrofits in the District Court, Circuit Court, and Sheriff Department buildings.

Part of the discussion involved the recommendation to instal centralized on demand water heaters. Mr. Levi suggested this approach be researched. In the meantime Mr. Ash suggested installing hot water heater timers on all hot water heaters throughout the county.

Another suggestion was to begin retrofitting the pool light switches with light sensors and to installing automatic shutoff fixtures for the showers and sinks. This will be implemented as funds become available.

The following table summarizes the recommended energy conservation measures (ECMs) and time table for implementation for the three buildings as based on the energy audits.

<u>Sheriff's Department</u>		
<u>Proposed Energy Conservation Measures</u>	<u>Action</u>	<u>Completion Date</u>
1. Restrooms with 2.2 gpm fixtures should have the 0.5 gpm aerators installed. Installing low flow faucet aerators would reduce water and sewer costs as well as domestic hot water use. Low flow faucet aerators replace the original faucet aerator and maintain the force of the water while reducing the flow. They are inexpensive and can quickly be retrofitted by maintenance staff.	Replace aerators	May 1

<p>2. Install wall switch occupancy sensors. Occupancy sensors reduce electricity use for lighting by ensuring that lights turn off automatically when areas are unoccupied. The sensors will be particularly useful in the restrooms because lights are frequently left on in these areas.</p>	<p>Most restrooms currently have occupancy sensors. Maintenance staff will identify any additional needs and install where appropriate.</p>	<p>May 1</p>
<p>3. Insulate the boiler steam piping to meet IECC (International Energy Conservation Code) steam pipe insulation requirements. Insulating the steam piping will decrease heat losses, resulting in increased efficiency and reduced fuel consumption.</p>	<p>Cost estimates to be obtained</p>	<p>June 1</p>
<p>4. Replace the existing 4ft, 34W and 8ft, 75W, T-12 lamps with high efficiency, 25W, T8 lamps and 8-foot T-8 bulbs. Additionally, replace the existing magnet ballasts with high efficiency electronic ballasts. The new high efficiency lamps and ballasts will significantly reduce electrical consumption while maintaining acceptable lighting levels in the building.</p>	<p>Lamps are being replaced on an ongoing basis.</p>	<p>Ongoing</p>
<p>5. Replace the existing 60W and 75W incandescent bulbs with compact fluorescent bulbs. Compact fluorescent bulbs use significantly less energy and last approximately ten times longer than incandescent bulbs. Using compact fluorescent bulbs will reduce electrical consumption and maintenance.</p>	<p>Replaced with LED's for increased efficiency.</p>	<p>Complete</p>
<p>6. Replace exiting windows with energy efficient windows with a U-factor and Solar Heat Gain Coefficient (SHGC) ratings of 0.30 or less. The National Fenestration Rating Council (NFRC) will certify the ratings. Current windows and frames allow infiltration from untreated outside air increases heating demand in the winter and cooling demand in the summer. Additionally, infiltration from untreated outside air causes humidity problems that exacerbate occupant discomfort. Replacing windows reduces both electrical energy use and natural gas consumption, as</p>	<p>To be priced during proposed renovation.</p>	<p>To be determined</p>

well as increases occupant comfort.		
7. Weather seal the doors to prevent building infiltration, thus increasing the overall efficiency of the HVAC system. This measure will help reduce natural gas and electricity consumption, while improving interior conditions for occupant comfort. Use commercial grade weather stripping and weather sealing thresholds.	To be completed during renovation	To be determined
8. Install a centralized on demand water heaters. Demand (tankless or instantaneous) water heaters provide hot water only as it is needed. They don't produce the standby energy losses associated with storage water heaters that will save money. Since the hot water demand is small in this building, no additional water storage tanks or electric heaters will be needed for this system.	Mr. Levi recommended researching options and pricing and considering for future installation	Future
9. Add additional insulation in the attic to bring level from R9 to R30 and crawl space from no insulation to R11 in order to improve heating and cooling efficiency.	To be completed during renovation	To be determined

<u>District Court</u>		
<u>Proposed Energy Conservation Measures</u>	<u>Action</u>	<u>Completion Date</u>
1. Restrooms with 2.2 gpm fixtures should have the 0.5 gpm aerators installed. Installing low flow faucet aerators would reduce water and sewer costs as well as domestic hot water use. Low flow faucet aerators replace the original faucet aerator and maintain the force of the water while reducing the flow.	Replace aerators	May 1
2. Install wall switch occupancy sensors in all the offices on both floors throughout the building. The restroom on the second floor and the hallway on the first floor currently have occupancy sensors installed. Occupancy sensors reduce electricity use for lighting by ensuring that lights turn off automatically when areas are unoccupied.	Most restrooms currently have occupancy sensors. Maintenance staff will identify any additional needs and install where appropriate.	May 1
3. Insulate the boiler hot water piping to meet IECC (International Energy Conservation Code) hot water pipe insulation requirements. Insulating the hot water piping will decrease heat losses, resulting in increased efficiency and reduced fuel consumption.	Cost estimates to be obtained	June 1
4. Replace existing 4ft, 34W, T-12 lamps with high efficiency, 25W, T8 lamps. Replace the existing magnet ballasts and magnetic energy saver ballasts with electronic ballasts. The new high efficiency lamps and ballasts will significantly reduce electrical consumption while maintaining acceptable lighting levels in the building.	Completed	
5. Weather seal the doors to prevent building infiltration, thus increasing the overall efficiency of the HVAC system. This measure will help reduce natural gas and electricity consumption, while improving interior conditions for occupant comfort. Use commercial grade weather		May 1

stripping and weather sealing thresholds.		
6. Install a centralized on demand water heater. Demand (tankless or instantaneous) water heaters provide hot water only as it is needed. They don't produce the standby energy losses associated with storage water heaters, which will save money. Since the hot water demand is small in this building, no additional water storage tanks or electric heaters will be needed for this system.	Mr. Levi recommended researching options and pricing and considering for future installation for the 6 sinks in the building	Future
7. Insulate crawl space to R11 to improve heating and cooling efficiency.	Obtain cost estimates	June 1
8. Program thermostats	Ms. Teetor will talk to building occupants regarding schedules to determine appropriate setbacks	May 1
<u>Circuit Court</u>	<u>Action</u>	<u>Completion Date</u>
<u>Proposed Energy Conservation Measures</u>		
1. Restrooms with 2.2 gpm fixtures should have the 0.5 gpm aerators installed. Installing low flow faucet aerators would reduce water and sewer costs as well as domestic hot water use. Low flow faucet aerators replace the original faucet aerator and maintain the force of the water while reducing the flow. They are inexpensive and can quickly be retrofitted by maintenance staff.	Replace aerators	May 1
2. Install shut off timers to turn the copiers off during unoccupied building hours. Copiers use energy when in the sleep or standby mode and this energy usage can be eliminated with the use of shut off timers. This method will reduce electrical consumption and increase the life of the equipment.	Research to determine if copiers can be programmed to automatically shutdown, consider if timer would shutdown to abruptly thereby damaging equipment	May 1
3. Replace existing 4ft, 34W, T-12 lamps with high efficiency, 25W, T8 lamps. Additionally, replace the existing magnet ballasts and magnetic energy saver ballasts	Ongoing	Ongoing

with electronic ballasts. The new high efficiency lamps and ballasts will significantly reduce electrical consumption while maintaining acceptable lighting levels in the building.		
4. This building is also a candidate for de-lamping 50% of the 19 fixtures located in several of the rooms around the judge's chambers. Replacing the 4-lamp, T-12 bulbs and ballasts with 2-lamp, T-8 bulbs and ballasts can save approximately \$13/fixture annually, and cost about \$150/fixture. This price includes the cost of the lamps, ballasts, and fixtures.	Will be completed as part of renovation	Ongoing
5. Replace existing incandescent bulbs with compact fluorescent bulbs. Compact fluorescent bulbs use significantly less energy and last approximately ten times longer than incandescent bulbs. Using compact fluorescent bulbs will reduce electrical consumption and maintenance costs.	Replaced with LED's for increased efficiency.	Complete
6. There is one room in the judge's chambers that has 100% recessed incandescent lighting. This room is an excellent candidate for de-lamping approximately 50% of the 21 fixtures. Simply removing the bulbs from 50% of the lights can generate savings of approximately \$84 annually, for the cost of about an hour of labor.	Will be completed as part of renovation	Ongoing
7. The currently installed wall heat pumps are nearing the end of their life and will require replacement. It is recommended that these units be replaced with new, high efficiency units that are thermostatically operated.	Will be completed as part of renovation	Ongoing
8. Since the occupancy of this building varies depending on when court is in session, having programmable thermostats will greatly reduce unnecessary electrical energy consumption that occurs when the heat pumps are left on in unoccupied spaces. Unoccupied set points shall be	Will be completed after renovation	Future

programmed to be 85°F cooling and 55°F heating.		
9. Weather seal the doors to prevent building infiltration, thus increasing the overall efficiency of the HVAC system. This measure will help reduce electricity consumption, while improving interior conditions for occupant comfort. Use commercial grade weather stripping and weather sealing thresholds.	Renovation will replace door with insulated steel doors	Ongoing
10. Install a centralized on demand water heaters. Demand (tankless or instantaneous) water heaters provide hot water only as it is needed. They don't produce the standby energy losses associated with storage water heaters that will save money. Since the hot water demand is small in this building, no additional water storage tanks or electric heaters will be needed for this system.	Research to determine cost benefit. Recommend placing hot water heater timers on all hot water heaters	June 1.
11. Add additional insulation in the attic to bring level from R9 to R30 and crawl space from no insulation to R11 in order to improve heating and cooling efficiency.	Obtain bids	June 1

Policy	Status
1 Amend Comprehensive Plan (EE 1)	Adopted July 2010
2 Make County Operations Energy and Resource Efficient (EE 2)	research initiated
3 Establish a Database of Facility Utility Use (EE 3)	energy use data for 12 County buildings from 2006 to current entered into Energy Star Portfolio Manager an online energy tracking program
4 Reduce Energy Use in County Buildings with Energy Efficiency Technologies (EE 4)	not started
5 Reduce Energy Use in County Buildings by Changing Employee Behavior (EE 5)	All Departments visited and discussed importance of turning off equipment, etc.
6 Assess Energy Performance of County Facilities (EE 6)	Analysis of 3 fiscal years energy use compiled and reported to BOS January 2011
7 Use Established Building Standards to Reduce Energy Use (EE 7)	not started
8 Implement Energy Efficiency Measures (EE8)	Based on energy use report, building retrofits initiated April 2011
9 Use Renewable Energy Technology for County Buildings (RE 1)	grant applied for - unsuccessful
10 Establish an Energy Account (RE 2)	complete
11 Encourage Installation of Small-Scale Renewable Energy Systems (RE 3)	not started
12 Establish Water Conservation Practices (WQ 1)	not started
13 Develop Water Quality Controls (WQ 2)	not started
14 Explore the Future of Sustainable Agriculture in Clarke County (LU 1)	Stormwater Ordinance adopted August 2010
15 Develop Vegetation and Landscape Guidelines for New Development (LU 2)	not started
16 Develop Bicycle and Pedestrian Mobility Paths in Clarke County (T 1)	not started
17 Establish a Minimum Miles Per Gallon (MPG) Vehicle Standard for County Vehicles (T 2)	not started
18 Promote the Regional Car Pool Network (T 3)	not started
19 Support Community Recycling Efforts (R 1)	ongoing
20 Develop a County Website on Green Information (EO 1)	ongoing
21 Inform and Advise County Residents on Best Practices for Sustainable Living (EO2)	Initiated
22 Encourage Cooperation with Schools to Reach Out to Children (EO3)	First annual "green homes" tour with Frederick County completed Oct 2010, planning second event for fall 2011, rain barrel workshops ongoing
23 Build Conservation Coalitions (EO4)	ongoing
24 Recognize County Citizens Who Demonstrate Energy Efficiency (I 1)	ongoing
25 Recognize County Businesses that demonstrate Energy Efficiency (I2)	not started
26 Recognize Energy Efficient Buildings (I 3)	not started
27 Recognize the Development of Sustainable Water Practices (I 4)	not started
28 Provide Training for County Employees in Sustainable Practices and Behavior. (CM 1)	not started
29 Establish Effective Performance Measures for County Employees (CM 2)	not started
30 Develop Employee Recognitions and Awards for Performance and Development of Best Sustainable Practices (CM 3)	not started
31 Maintain a LEED Accredited Professional (AP) on Staff (CM 4)	discussed with Building & Maintenance